

SHARING SCRIPT RECORDINGS

Script recording sharing is an efficient way to communicate and collaborate. If an online interaction falls through, or something appears amiss with a Web page, or you simply need to describe an online event, you need not rely on mere words. With transaction sharing, you can show, not tell.

Every time you record a transaction with DéjàClick™, you can share the recording with friends, coworkers and associates. There are a number of easy ways to do this.


One way is to simply save your recording as a file on your desktop (or in a folder), and then attach the file to an e-mail. The person receiving your e-mail can download the attachment, upload it to DéjàClick and replay your recording.

You can also upload your DéjàClick recording (transaction) file to AlertSite®, and have coworkers download it from there. Or you can upload your file to a shared server that other authorized users can access.

It can be very handy to share your DéjàClick files with associates, friends, coworkers, support personnel or quality assurance groups. To get maximum benefit from sharing DéjàClick recordings, it is recommended that you make use of DéjàClick's Notes feature, which allows you to annotate DéjàClick scripts onscreen, with instructions, explanations, hyperlinks and more.

DÉJÀCLICK RECORDING SHARING - VIA EMAIL

SAVING

1. Click the **Save** icon  in DéjàClick and give your script recording a name.
2. Select the file location to save the file (recording). Default folder is "Recordings" but you may pick any convenient location.

SENDING

1. Create an e-mail and attach the saved file (recording).



RECEIVING

1. Open e-mail and download the file (recording) on your computer.

PLAYING THE RECORDING (TRANSACTION)

1. Open DéjàClick.
2. Click the **Open a recorded script icon**  and search for the file you downloaded from the e-mail.
3. Double-click the file and click the Begin Replay  button.

DOWNLOADING TRANSACTIONS VIA THE ALERTSITE CONTROL PANEL

1. To download a recording (transaction) from AlertSite's worldwide network of monitoring stations, click on the Remotely Monitor button  and select AlertSite® Login from the pull-down menu.
2. Enter your user name (typically your email address) password and press OK.
3. Click on the Remotely Monitor button  again and select Download Recording from the pull-down menu.
4. Choose the file to download.
5. Click *Begin Replay* icon. 