TEGRITY: Show Chapters

Tegrity automatically breaks each recording into sections. These sections, which are called chapters, allow the user to choose which portion of the video he or she wishes to watch.

**SHOW CHAPTERS**

1. Select the course in which you wish to view a Tegrity recording.

   ![My Courses]
   
   1. Blackboard 9.1 Documentation Course
   2. SKYLIES-SANDBOX-COURSE

2. Select **Tegrity Classes** from the buttons on the left.

   ![Tegrity Classes]
   
   Home Page
   Content
   Assignments
   Discussions
   Groups
   Tools
   Tegrity Classes
3. Click the arrow icon next to the class which contains the video in which you would like to view chapters.

4. This will provide a place to view the recording. Click on the video clip of your choice below the title.
5. The recording will automatically begin. In the lower left-hand corner you will see the menu shown below. Inside that menu you will see a button that has multiple squares on it. Click that button.

![Menu with squares button](image)

6. You will now see multiple squares on your screen. These are different clips of the recording. Choose the clip that fits your needs by clicking on it.

**NOTE:** If your video is really short you will only see one clip.