

GoToMeeting画面の録画用 画面設定方法

第9回運営委員会資料

2023年10月10日

講演会 板垣顧問のスタート画面

The screenshot displays a Zoom meeting interface. At the top, there's a media player and a recording indicator. Below that, a grid of participant thumbnails is visible, with names like 板, 山郷, SN, 倫, N, I, YU, I@U, KH, 中, 靖島, and DKJ. A central window shows a presentation slide with the following text:

**インバウンドにも対応する
「持続可能な観光」というものに
取り組む意義とその取組方について**

令和5年9月21日(木)
観光庁観光産業課
大野 一

On the right side, a list of participants is shown under the heading "ほかの人 13/251". The list includes Akio Suzuki (組織), Daizo Kiyotomo JASTPRO, ishihara, ISI 鈴木・松木, Izumi @ UNWTO, Kiyoshi Hara, NAGAMASA, Shoji Nakagome, Y.Takanashi, 山原 郷人, 中村秀夫, 板垣和芳 - 私, and 靖人 島田. At the bottom, a notification says "Akio Suzukiさんが出席しています" and a button for "ミーティングリンクのコピー" is visible.

講演会 板垣顧問の次画面

メディアプレイヤー 記録

話中: 全員を表示する 13

板 KH 山郷 中 靖島 SN DKJ 大野 一 大野 一 大野 一 大野 一 大野 一 大野 一 大野 一 大野 一 大野 一 大野 一 大野 一

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「持続可能な観光」というものに
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令和5年9月21日(木)
観光庁観光産業課
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10 Akio Suzukiさんが出席しています 1:23:09

1. GoToMeeting スタート画面

参加の顔画面が上段に表示されている

The screenshot shows a GoToMeeting window with a presentation slide. The slide title is "4. Steps to Assess by Suppliers and Feedback of Customers" and it lists 11 steps. The meeting interface includes a top bar with "GoToMeeting" and "記録" (Recording), a participant list bar with "話し中: 板垣和芳" and "全員を表示する", and a bottom control bar with icons for "マイク" (Microphone), "カメラ" (Camera), "画面" (Screen), and "退席する" (Leave).

GoToMeeting 記録

話し中: 板垣和芳 全員を表示する 7

41st UN/CEFACT FORUM

4. Steps to Assess by Suppliers and Feedback of Customers

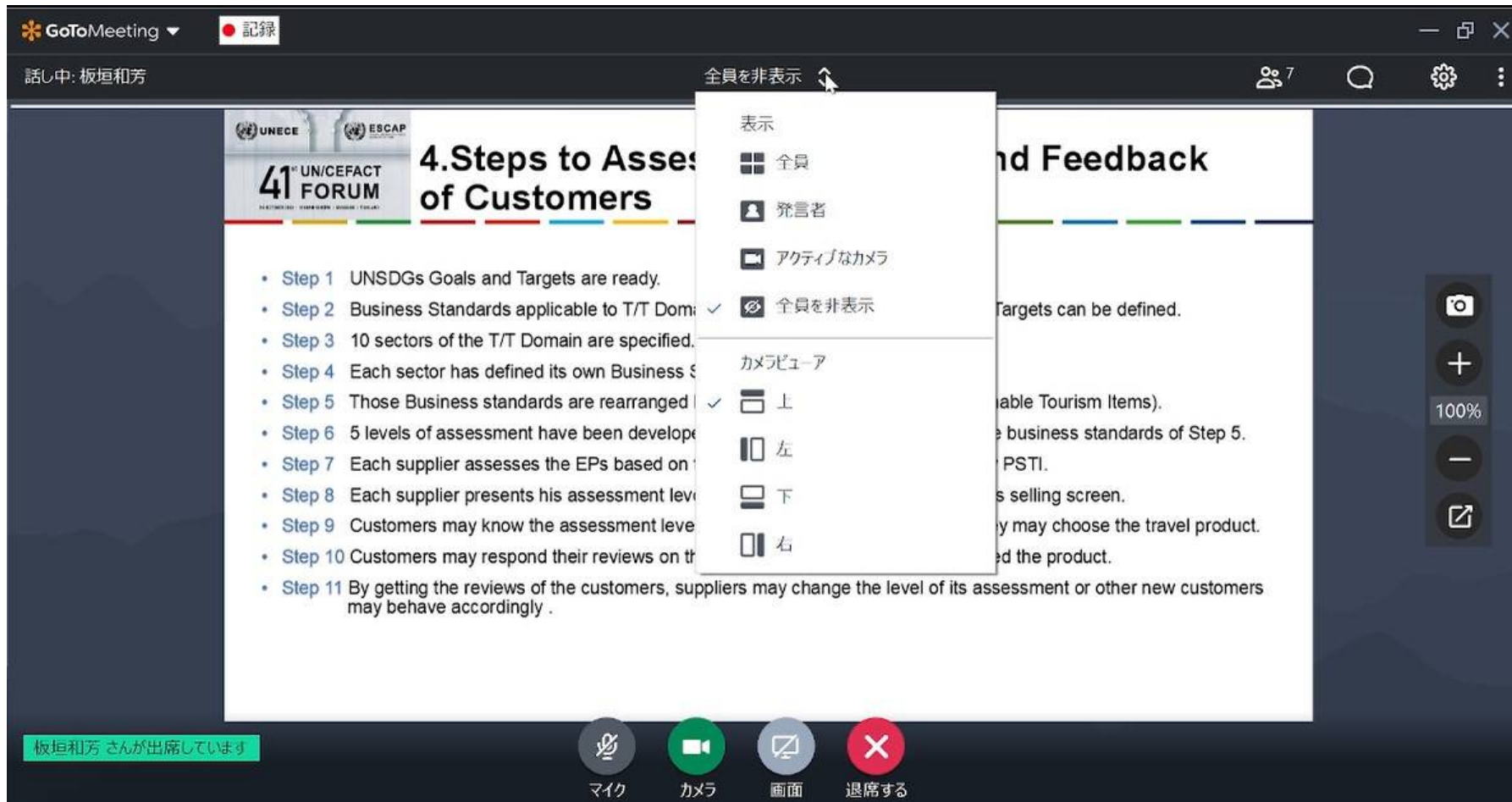
- Step 1 UNSDGs Goals and Targets are ready.
- Step 2 Business Standards applicable to T/T Domain taking out of UNSDGs Goals and Targets can be defined.
- Step 3 10 sectors of the T/T Domain are specified.
- Step 4 Each sector has defined its own Business Standards out of Step 2.
- Step 5 Those Business standards are rearranged based on 5 PSTIs (Prioritized Sustainable Tourism Items).
- Step 6 5 levels of assessment have been developed to self-evaluate the fulfillment of the business standards of Step 5.
- Step 7 Each supplier assesses the EPs based on the business standards rearranged by PSTI.
- Step 8 Each supplier presents his assessment level to customers by showing on the EPs selling screen.
- Step 9 Customers may know the assessment level by its supplier, and if satisfactory, they may choose the travel product.
- Step 10 Customers may respond their reviews on the product when they have experienced the product.
- Step 11 By getting the reviews of the customers, suppliers may change the level of its assessment or other new customers may behave accordingly .

板垣和芳 さんが出席しています

マイク カメラ 画面 退席する

2. 参加者全員の顔画面の表示変更

参加の顔画面の表示を変更する為、上段にある「全員非表示」をクリックする。



The screenshot shows a GoToMeeting window with a presentation slide titled "4. Steps to Assessment of Customers". A context menu is open over the "全員非表示" (Hide All) button in the top toolbar. The menu options are:

- 表示 (Display)
- 全員 (All)
- 発言者 (Speaker)
- アクティブなカメラ (Active Camera)
- 全員を非表示 (Hide All) - This option is checked.

Below the "表示" section, there is a "カメラビューア" (Camera Viewer) section with options: 上 (Up), 左 (Left), 下 (Down), and 右 (Right).

The presentation slide content includes:

- 41st UN/CEFACT FORUM
- 4. Steps to Assessment of Customers
- Step 1 UNSDGs Goals and Targets are ready.
- Step 2 Business Standards applicable to T/T Domains can be defined.
- Step 3 10 sectors of the T/T Domain are specified.
- Step 4 Each sector has defined its own Business Standards (e.g., Sustainable Tourism Items).
- Step 5 Those Business standards are rearranged into a set of business standards of Step 5.
- Step 6 5 levels of assessment have been developed (e.g., PSTI).
- Step 7 Each supplier assesses the EPs based on the business standards of Step 5.
- Step 8 Each supplier presents his assessment level on his selling screen.
- Step 9 Customers may know the assessment level of the product. They may choose the travel product.
- Step 10 Customers may respond their reviews on the product.
- Step 11 By getting the reviews of the customers, suppliers may change the level of its assessment or other new customers may behave accordingly.

The bottom toolbar shows icons for: マイク (Mute), カメラ (Video), 画面 (Screen), and 退席する (Leave).

3. 発言者のみ顔の表示にする

上段にある「全員非表示」をクリックする。「発言者」をクリックする。

The screenshot shows a GoToMeeting window with a presentation slide titled "4. Steps to Assessment of Customers and Feedback". The slide content includes:

- Step 1 UNSDGs Goals and Targets are ready.
- Step 2 Business Standards applicable to T/T Domain can be defined.
- Step 3 10 sectors of the T/T Domain are specified.
- Step 4 Each sector has defined its own Business Standards (e.g., Sustainable Tourism Items).
- Step 5 Those Business standards are rearranged into a list of business standards of Step 5.
- Step 6 5 levels of assessment have been developed based on the PSTI.
- Step 7 Each supplier assesses the EPs based on the business standards of Step 5.
- Step 8 Each supplier presents his assessment level on the selling screen.
- Step 9 Customers may know the assessment level of the supplier and may choose the travel product.
- Step 10 Customers may respond their reviews on the product.
- Step 11 By getting the reviews of the customers, suppliers may change the level of its assessment or other new customers may behave accordingly.

A settings menu is open over the slide, showing the following options:

- 表示
- 全員
- 発言者 (highlighted)
- アクティブなカメラ
- 全員を非表示 (checked)

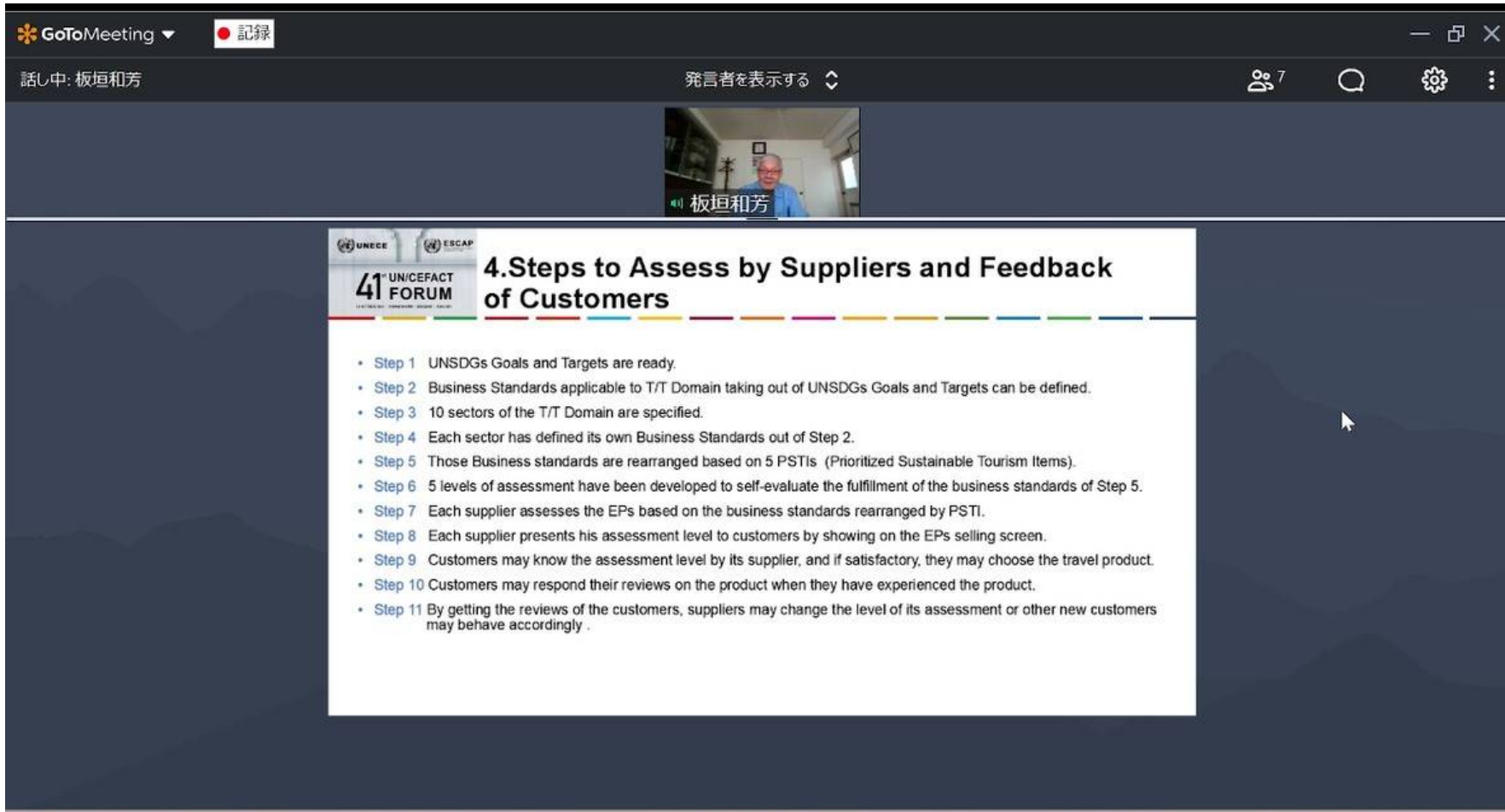
Below the menu, camera view options are visible:

- カメラビューア
- 上
- 左
- 下
- 右

The bottom of the window shows a status bar with "板垣和芳 さんが出席しています" and control buttons for "マイク", "カメラ", "画面", and "退席する".

4. 発言者のみ顔の表示にした結果画面

発言者だけの表示結果



The screenshot shows a GoToMeeting interface. At the top, the GoToMeeting logo and a recording indicator are visible. Below the title bar, the meeting name is "話し中: 板垣和芳" and the speaker is "発言者を表示する". A small video thumbnail of the speaker, 板垣和芳, is shown. The main content area displays a presentation slide with the following text:

41 UN/CEFACT FORUM **4. Steps to Assess by Suppliers and Feedback of Customers**

- Step 1 UNSDGs Goals and Targets are ready.
- Step 2 Business Standards applicable to T/T Domain taking out of UNSDGs Goals and Targets can be defined.
- Step 3 10 sectors of the T/T Domain are specified.
- Step 4 Each sector has defined its own Business Standards out of Step 2.
- Step 5 Those Business standards are rearranged based on 5 PSTIs (Prioritized Sustainable Tourism Items).
- Step 6 5 levels of assessment have been developed to self-evaluate the fulfillment of the business standards of Step 5.
- Step 7 Each supplier assesses the EPs based on the business standards rearranged by PSTI.
- Step 8 Each supplier presents his assessment level to customers by showing on the EPs selling screen.
- Step 9 Customers may know the assessment level by its supplier, and if satisfactory, they may choose the travel product.
- Step 10 Customers may respond their reviews on the product when they have experienced the product.
- Step 11 By getting the reviews of the customers, suppliers may change the level of its assessment or other new customers may behave accordingly .

5. 表示される資料を大きくする為の変更

発言者の顔表示の場所を変更するため「全員を非表示」をクリックし、カメラビューの「左」をクリックする。

The screenshot shows a GoToMeeting window with a document viewer in the center. The document is titled "41st UN/CEFACT FORUM" and "7. Business St...". The main content is "4. Food/Restaurant" with a bulleted list. A camera view menu is open over the document, showing options for "表示" (Display) and "カメラビューア" (Camera View). The "表示" menu has "全員" (All), "発言者" (Speaker), "アクティブなカメラ" (Active Camera), and "全員を非表示" (Hide All). The "カメラビューア" menu has "上" (Up), "左" (Left), "下" (Down), and "右" (Right). The "左" option is selected. At the bottom, there are icons for "マイク" (Microphone), "カメラ" (Camera), "画面" (Screen), and "退席する" (Leave Meeting). A status bar at the bottom left says "板垣和芳 さんが出席しています" (Takagaki Kazuyuki is attending).

6. 表示される資料を大きくする為の変更

発言者の顔表示の場所が画面の左に表示される。

The screenshot shows a GoToMeeting window. At the top, the GoToMeeting logo and a '記録' (Recording) button are visible. The meeting title is '話し中: 板垣和芳' (In Progress: Kazuhiko Itakura). The main content area displays a presentation slide titled '7. Business Standards (BS) Defined in Each Sector' from the '41st UNICEFACT FORUM'. The slide is divided into two columns. The left column is titled '4. Food/Restaurant' and contains two bullet points: 'Food can play an important role in determining an individual's motivation to visit a particular destination. Tasting local food can be an initiating part toward the immersing traditional travel experience program, as it provides entertainment and cultural context in exciting ways.' and 'The sustainability planning in the restaurant sector could focus on the connection as a mediator between local producers and tourists, communicating with each of them being mindful to focus on local food consumption to meet sustainability.' The right column contains a list of 15 numbered items, each with a small icon and a brief description of a business standard, such as '3.9 Providing or encourage the source of organic food ingredients to avoid illnesses caused by chemical contamination' and '15.7 Purchase meat ingredients from sustainable supply chain or local farms.' On the left side of the meeting window, there is a vertical video feed showing a man in a blue shirt, identified as '板垣和芳' (Kazuhiko Itakura). At the bottom of the window, there is a control bar with icons for 'マイク' (Microphone), 'カメラ' (Camera), '画面' (Screen), and '退席する' (Leave Meeting). A status bar at the bottom left indicates '板垣和芳 さんが出席しています' (Kazuhiko Itakura is present).

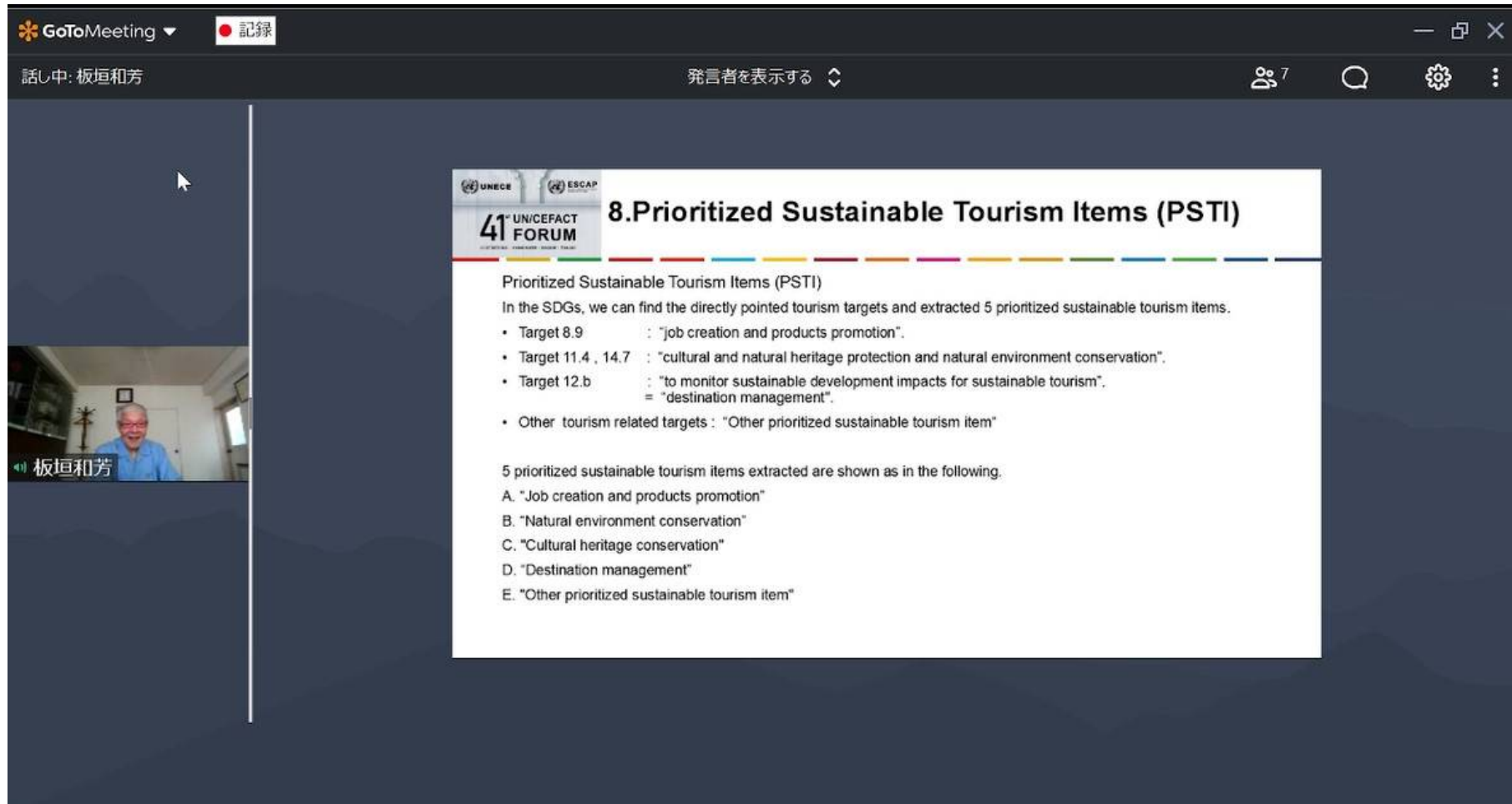
7. 表示される資料を大きくする為の変更

発言者の顔表示の場所の右のバーを左右にドラスト顔が大きくな、小さくなる。

The screenshot shows a GoToMeeting window. At the top, it says 'GoToMeeting' and '記録' (Recording). Below that, it says '話し中: 板垣和芳' (Speaking: Kazuhiro Itakura) and '発言者を表示する' (Show speaker). On the right side of the top bar, there are icons for participants (7), chat, settings, and a menu. The main content area displays a slide from the '41 UNICEFACT FORUM' with the title '7. Business Standards (BS) Defined in Each Sector'. The slide is divided into two columns. The left column is titled '4. Food/Restaurant' and contains two bullet points. The right column contains a list of 15 numbered items (8.9 to 15.7) with corresponding icons. On the left side of the slide, there is a video thumbnail of a man speaking, with a vertical bar and a double-headed arrow below it, indicating that the size of the video thumbnail can be adjusted. At the bottom of the meeting window, there is a status bar that says '板垣和芳 さんが出席しています' (Kazuhiro Itakura is attending) and four icons: 'マイク' (Microphone), 'カメラ' (Camera), '画面' (Screen), and '退席する' (Leave).

8. 表示される資料を大きくする為の変更

この画面のままにしておく、あとは表示資料の大きさを調整すればよい（通常80から90%が良い）



The screenshot shows a GoToMeeting interface. The top bar includes the GoToMeeting logo, a '記録' (Recording) indicator, and window controls. The main content area displays a presentation slide with the following text:

41st UNICEFACT FORUM | **8. Prioritized Sustainable Tourism Items (PSTI)**

Prioritized Sustainable Tourism Items (PSTI)
In the SDGs, we can find the directly pointed tourism targets and extracted 5 prioritized sustainable tourism items.

- Target 8.9 : "job creation and products promotion".
- Target 11.4 , 14.7 : "cultural and natural heritage protection and natural environment conservation".
- Target 12.b : "to monitor sustainable development impacts for sustainable tourism", = "destination management".
- Other tourism related targets : "Other prioritized sustainable tourism item"

5 prioritized sustainable tourism items extracted are shown as in the following.

- A. "Job creation and products promotion"
- B. "Natural environment conservation"
- C. "Cultural heritage conservation"
- D. "Destination management"
- E. "Other prioritized sustainable tourism item"

The slide also features logos for UNECE and ESCAP. A small video thumbnail of the speaker, 板垣和芳 (Kazuyuki Itakura), is visible in the bottom-left corner of the meeting window.

9. GoToMeeting を録画する方法

GoToMeeting や Zoom を使ったオンライン会議の録画は、ソフト付属の機能を使う方法と、スクリーンレコーダーを使う方法があります。

1. GoToMeeting 標準搭載機能を使う
2. Go To Webinar は、EaseUS RecExperts や OBS Studio、ShareX などのスクリーンレコーダーを使っ

Go To Meeting 付属の録画機能の問題点

- 録画映像がとぎれとぎれになる
- ハードディスクが 100MB 以下の場合、録画が停止する
- アウトプット形式は G2M

EaseUS RecExperts の特徴 (無料、有料)

- カンタンで直感的に使える UI
- PC から流れる音声やマイクからの音声を録音可能
- テキスト、線、矢印などの追加を録画中に行える
- 高画質動画の収録も可能 (4K、2D/3D ゲームの録画も可能)
- スケジュール録画で、指定した日時に自動で録画を開始
- YouTube や Vimeo などのサイトに簡単にアップ可能
- MP4/AVI/MOV など 10 以上の出力フォーマット
- 動画、音声編集機能

OBS Studio (無償)

OBS Studioは、Open Broadcaster Softwareの略でOBS Projectが開発保守しているフリー・オープンなストリーミング配信・録画ソフトウェアである。無料ソフト

OBSは何ができるのか、基本的な機能

- 画角（映し出す範囲）の調整
- 複数画面の表示
- カメラの切り替え
- トランジションの設定

GTMの録画面面設定画面例は、このOBS Studioで録画した画面を止めてコピーしたものです。

板垣顧問が利用してるソフト

Wondershare DemoCreator (無償、優勝)

簡単にGoToMeetingを録画する方法

1. PC画面、Webカメラやマイク音声を簡単に録画できる。
2. アバターを登場させて録画することも可能。
3. 豊富な動画編集ツールと10,000点以上のエフェクト素材を搭載してプロ並みの動画編集ができる。