

Camtasia v. 7.1

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What is Camtasia?

- Camtasia Studio software captures the action and sound from any part of the Windows desktop and saves it to a file. This screen-recording file could then be shared on a web site, placed within an ANGEL shell, or even distributed via e-mail.
- Camtasia Studio makes it very easy for non-technical people to create training videos, demonstrations, presentations and screen-casts. The video that is produced is high-quality with clear audio recording, and a variety of editing tools for fine-tuning.
- The latest version of Camtasia Studio has the ability to save screen-casts in an iPod compatible format, as well as other types of media.

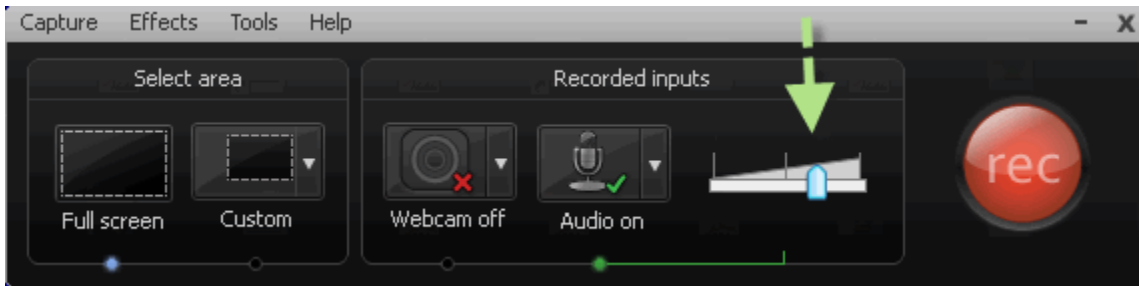
Record the Screen with the Recording Wizard

- The first step in creating a Camtasia Studio project is to record the screen. This process will use the Recording Wizard to help you make a new recording.
- To begin, choose **Start>Program>Camtasia Studio 7.1** OR select the Camtasia Studio icon on the desktop, if one exists. When the *Welcome* dialog box appears, choose the **Record the Screen** option.

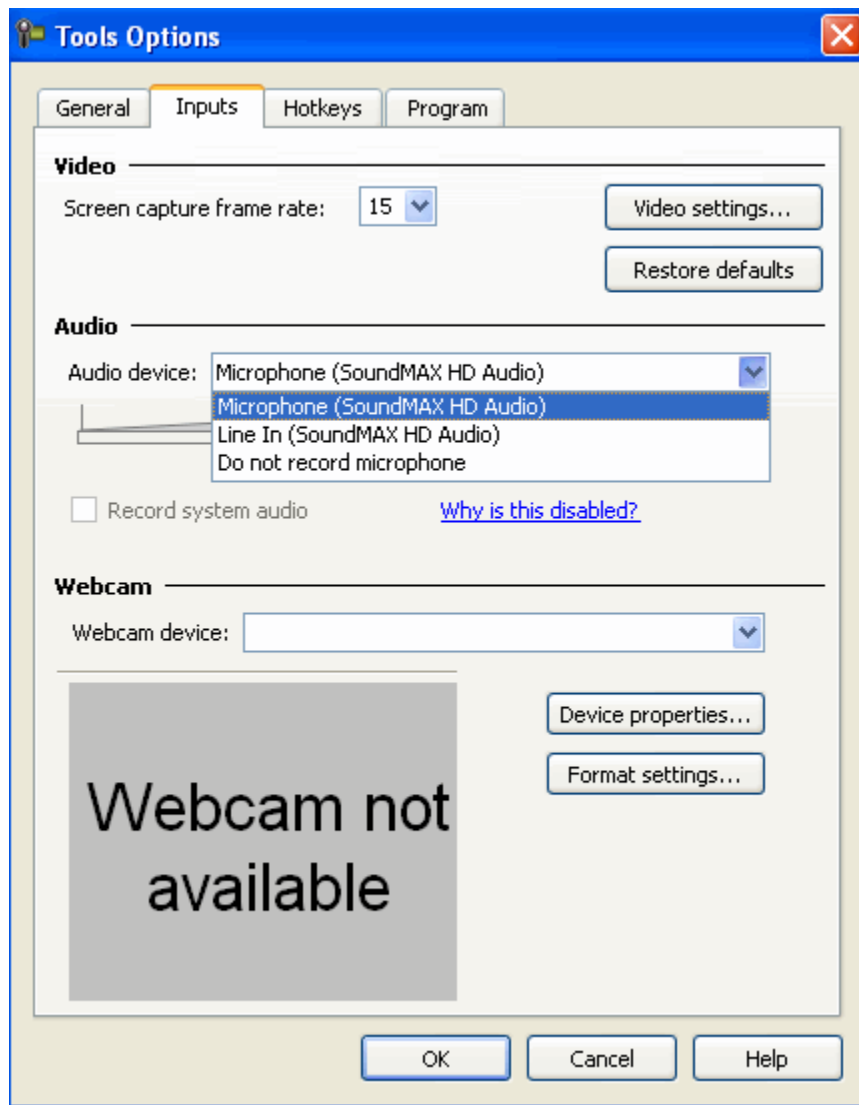


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Next, the on-screen Recorder appears:



Select the **Audio** icon. Click on the arrow and select **Options**. Camtasia will prompt you to select which Recording source you will use. Once you have made a selection, the on-screen recorder re-appears. Drag the circle on the bar to the right to adjust volume level (see arrow above).



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Now, you should go to the screen from which you want to start recording.

Press **F9** to start recording;

Press **F9** to pause;

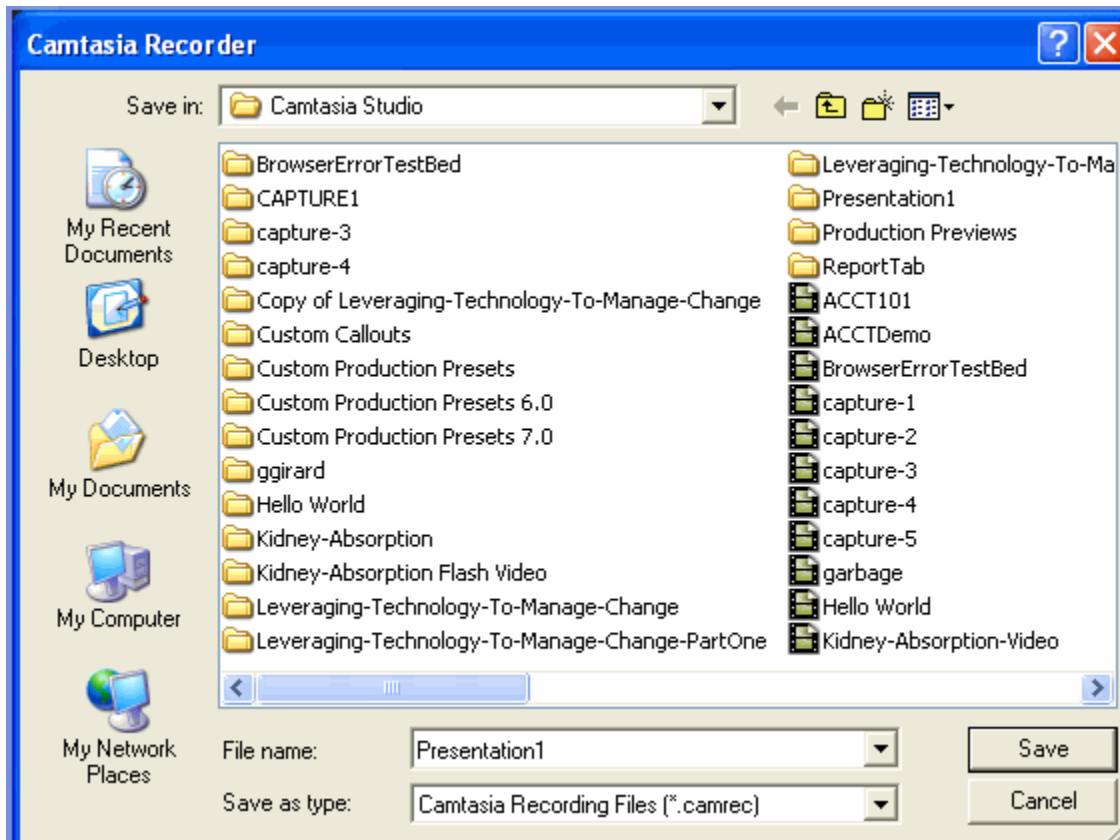
Press **F10** to stop recording.

After F10 is pressed, Camtasia will automatically play back your screen recording. If you are satisfied with the presentation, click “Produce”, else click “Delete” so that you can re-record.



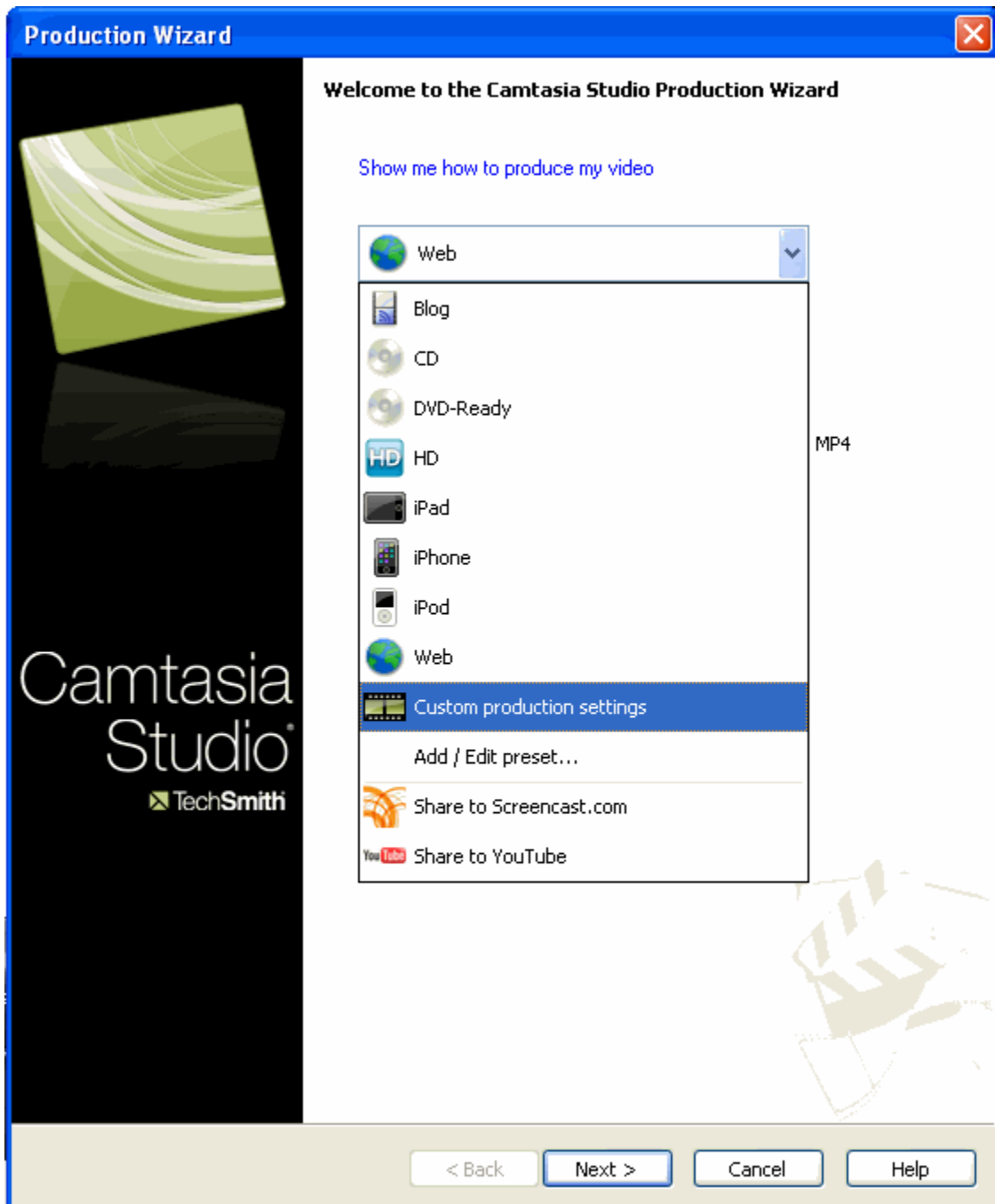
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When you hit “Produce”, you are prompted to save the presentation in a folder on your local hard drive. Give the screencast a name (**no spaces, no special characters**), and click “Save”.



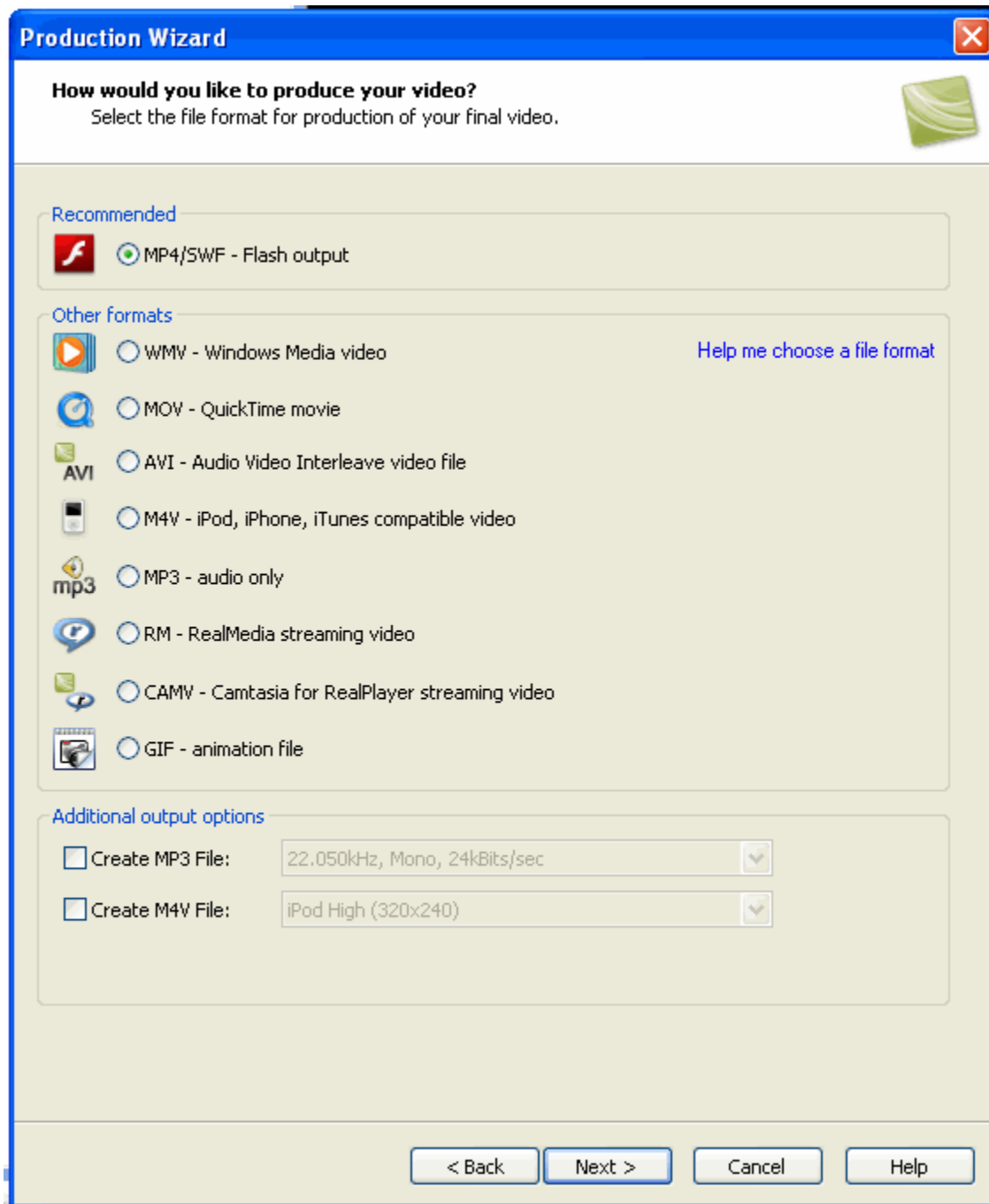
Produce Recoding in a Shareable Format

Once you click on “Produce”, the production wizard appears. Select **Customize production settings** and click Next.



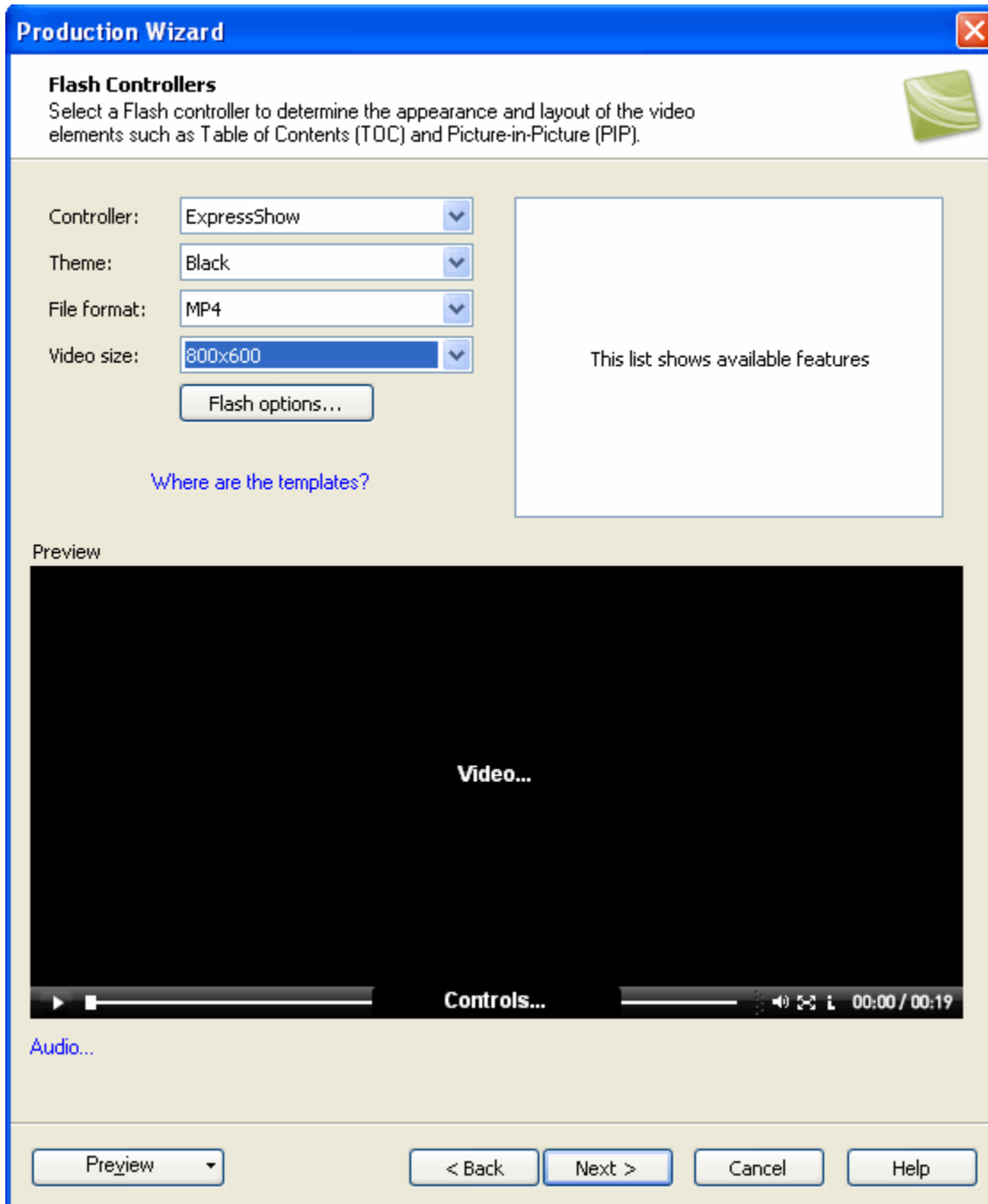
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Select the **Recommended** choice (MP4/SWF) and click Next.



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Select the desired **Size** in the drop box (**800x600 is recommended maximum size**). This is so that the presentation displays on most screens (laptops and desktops). Then click **Next**.



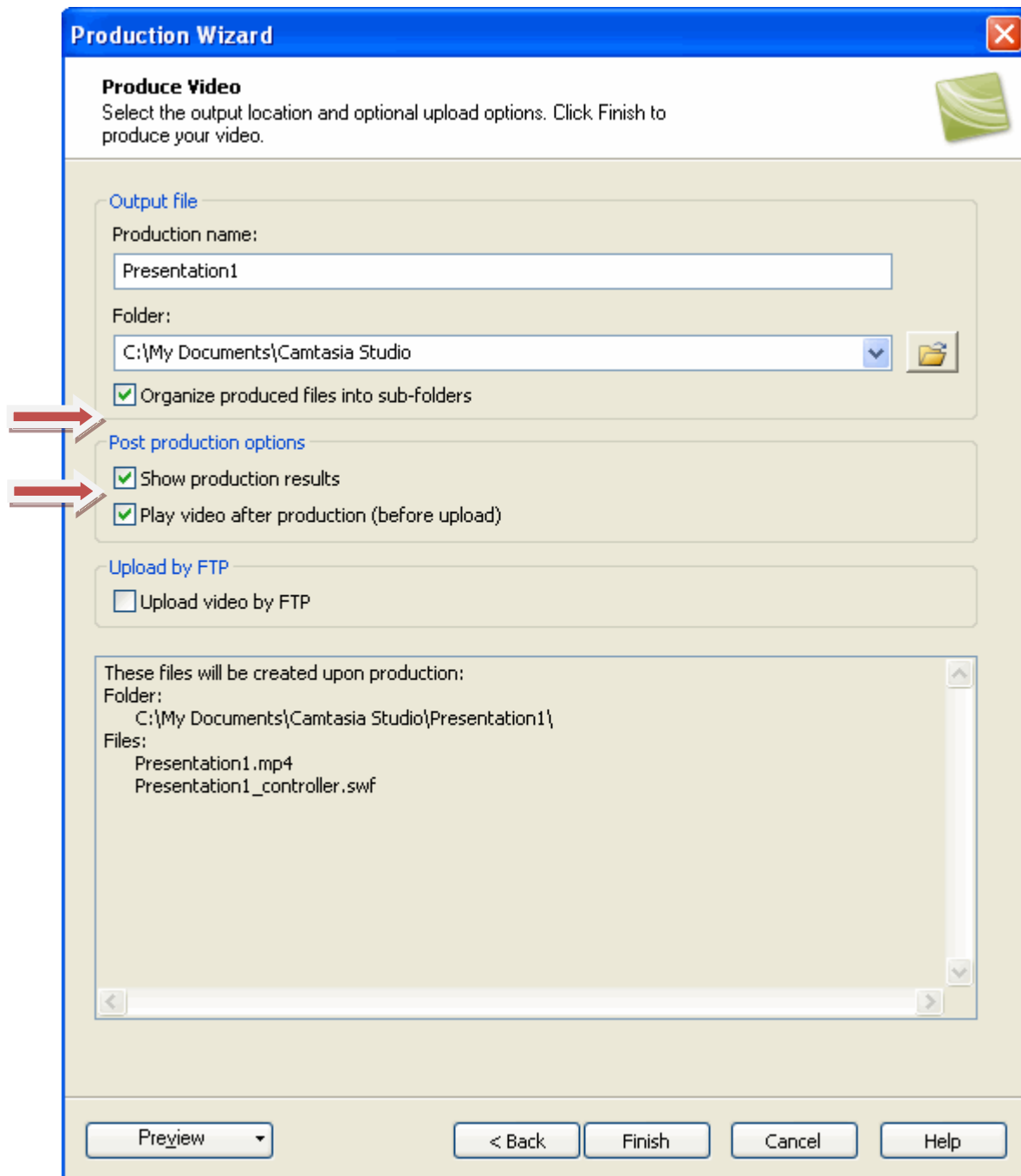
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Be sure to check the **Embed Video into HTML** box under the **HTML** section at the bottom of this page.

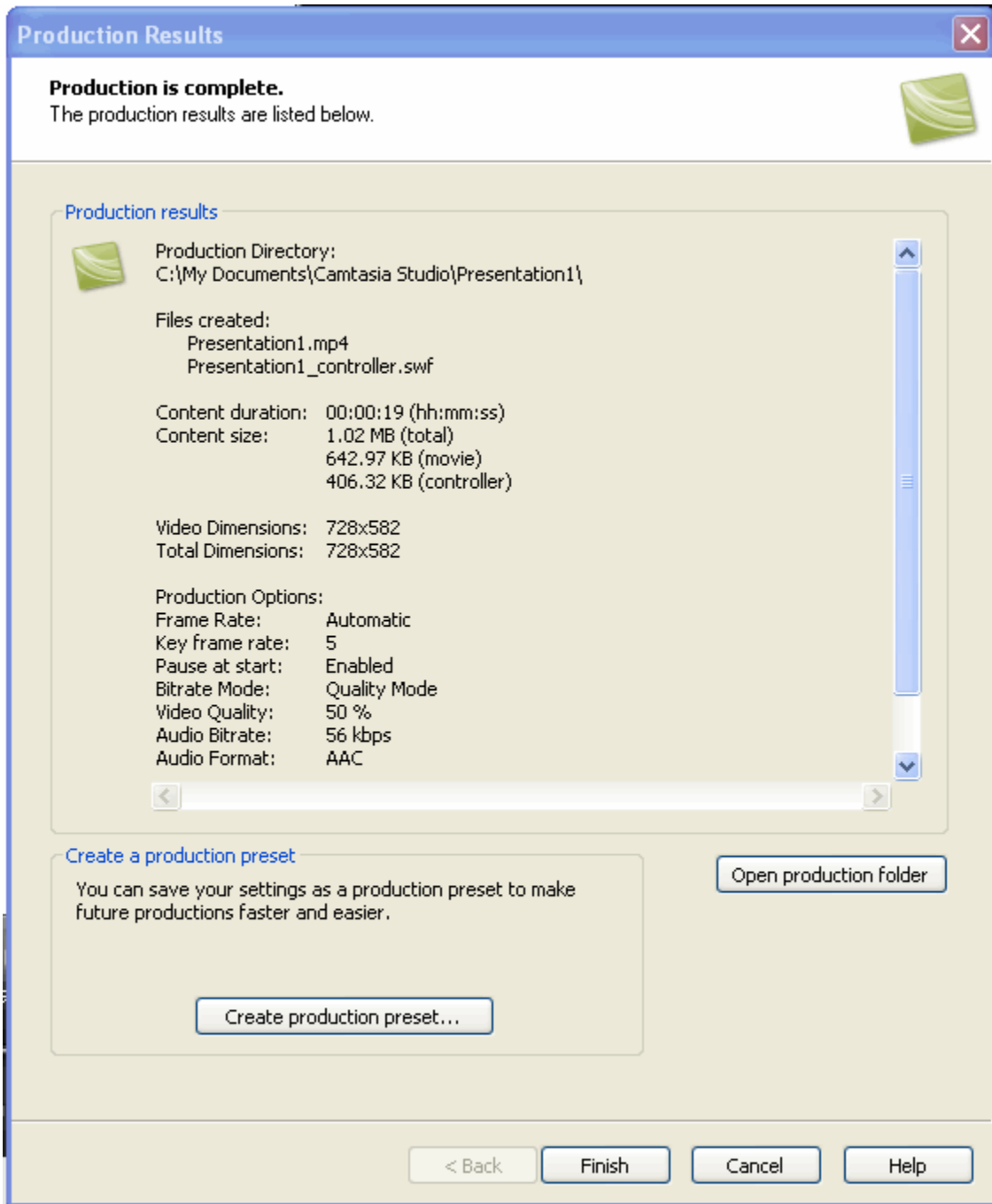


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Name your project, check boxes below and select Finish. Your presentation will start to play.

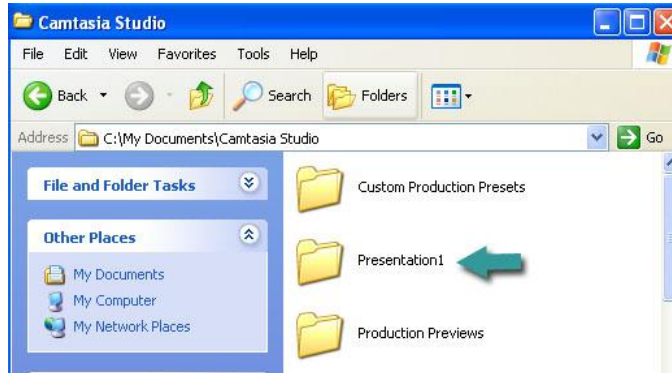


After your presentation finishes playing, click **Finish**.



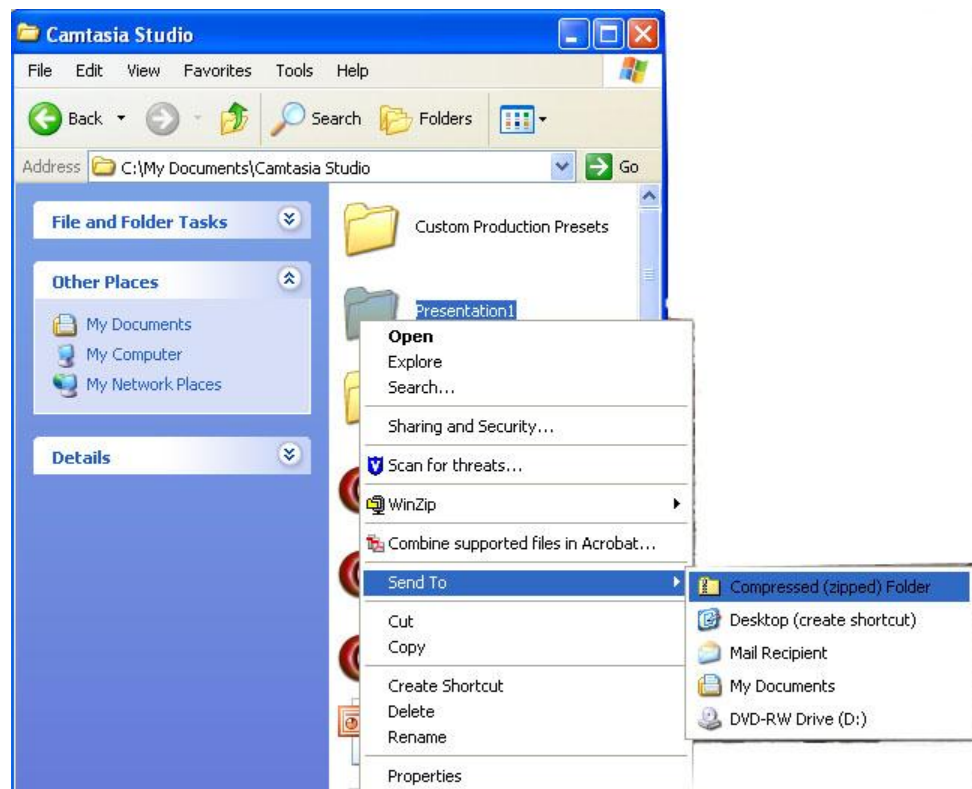
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Using your Windows browser, go to the folder which contains your Camtasia presentation information:



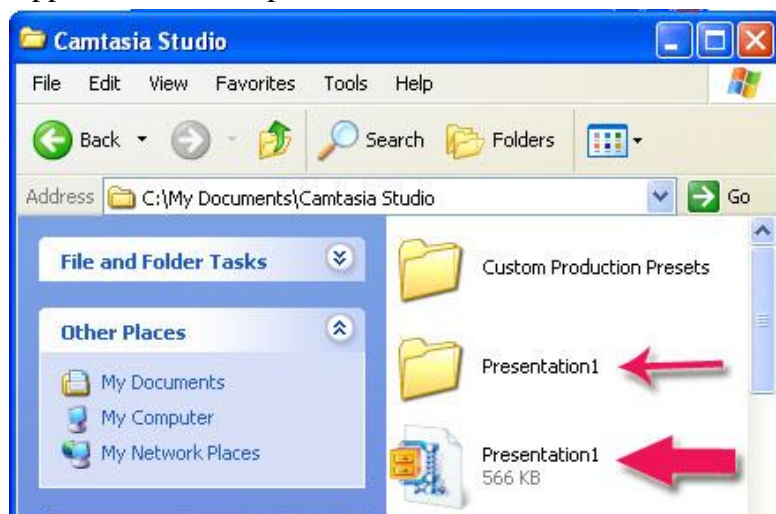
This folder contains files created as a result of the Production. Use the Windows “Compress” feature to zip these files together into one file.

To compress the folder’s contents into one zipped file, right-click on the folder and select the options to compress:



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Click “Enter” after the “**Compressed**” option is high-lighted, and the folder’s contents will be zipped into a new, upload-able file:



1. Now, (if you are teaching a Web-Enhanced course), go into your ANGEL course shell
2. Select the **Content** tab to access your material
3. Navigate to the place where you would like your Camtasia presentation to reside
4. Click “**Add Content**”
5. Select “**File**”
6. On the **Upload a File** form, browse to the zip file that was just created in the previous step
7. Click “**Upload File**”
8. On the “**File Upload Successful**” screen, click on the **Default File** drop box and select the **.html** file and click “Enter”:
9. Click on the “**Extract Files**” button

The Camtasia presentation should start to play within the course.

