



Camtasia[®]

Getting Started Guide



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Overview

Record – Record anything on your screen.

Edit – Arrange and edit clips on the timeline in Camtasia Editor to build your video. The timeline is the primary working area for editing your video. Import images, recording files, video clips, and audio to include on the timeline.

Share – Choose from production options that are optimized for your popular distribution methods: the web, Screencast.com, YouTube, Google Drive, TechSmith Relay, and mobile devices.

Camtasia Studio



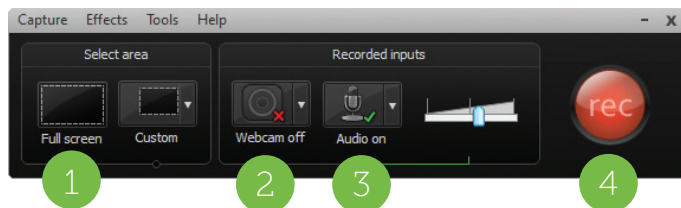
Camtasia for Mac



Get Started

Starting with your first recording, Camtasia Recorder is simple and easy to use – just click the Record button. The default settings found in Recorder give you high-resolution, master recording files. Camtasia Recorder also gathers zoom and pan points, keystrokes, and cursor data to help enhance your video.

Camtasia Studio Recorder



Camtasia for Mac Recorder

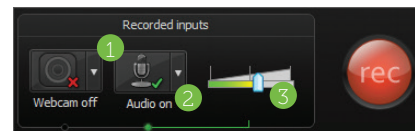


1.	Choose an area to record. -Full screen recording is the default -Record with custom dimensions -Record a region
2.	Choose whether to record web camera footage.
3.	Select your audio sources. -Microphone audio is enabled by default -System audio (option not available if using Windows XP)
4.	Click the Record button to begin recording.

5.	Stop the recording. -Edit the recording -Produce into shareable format
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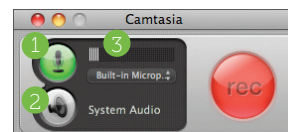
Record Audio in Camtasia Recorder

Camtasia Studio Recorder



1.	Enable the Audio option.
2.	Click the Audio dropdown to select the audio source. Available sources show an active audio meter.
3.	Adjust the Input level so the highest volume displays in the green to yellow range. Audio clipping may occur in the mid-orange to red range.

Camtasia for Mac Recorder



1.	Click the Microphone Audio button to enable microphone audio. If you have more than one microphone available, select the one you want to use from the dropdown.
2.	Click the System Audio button to record audio that normally comes from your computer speakers.
3.	Check to make sure the audio meter is moving. This indicates that Camtasia is picking up audio from the selected audio source.

The TREC Recording File

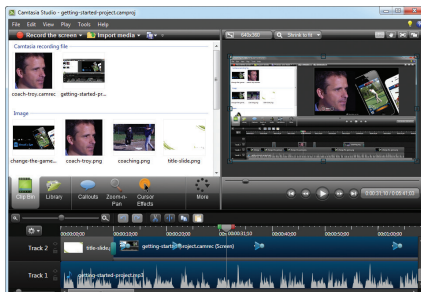
The TREC file format was introduced in Camtasia Studio 8.4 and Camtasia for Mac 2.8. This recording file format allows you to share recording files between Camtasia Studio (version 8.4 or later) and Camtasia for Mac (version 2.8 or later).

A TREC is a custom file container that holds more than just a video file. Other video editing software can't read or open a TREC file. The data contained in the TREC allows you to edit your video within Camtasia Studio (version 8.4 or later) or Camtasia for Mac (version 2.8 or later) after recording is complete.

The TREC file may contain:

- Webcam video to use as a Picture-in-Picture
- Cursor data
- SmartFocus zoom and pan keyframe data
- Keystroke callouts
- Audio from a microphone, system audio
- Marker data

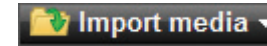
Camtasia Studio: Edit & Add Effects to Your Video



Use Camtasia Studio Editor to arrange and edit clips on the timeline to build your video. The timeline is the primary working area for editing your video.

Import Media: Import recording files, video clips, audio clips, or still images to include as source files for a video.

Select **File > Import Media** or click **Import Media**



Add Media to a Video: Drag media (recording files, video clips, audio clips, or images) onto the timeline to include in the final video.

Callouts: The Callouts tab contains the text, callout, arrow, shape, highlighter, and blur tools to enhance your video.

Transitions: Transitions add a visual effect to the beginning or end of a piece of media or annotation on the timeline. To add a transition, drag it from the Transitions tab onto the beginning or end of media on the timeline.

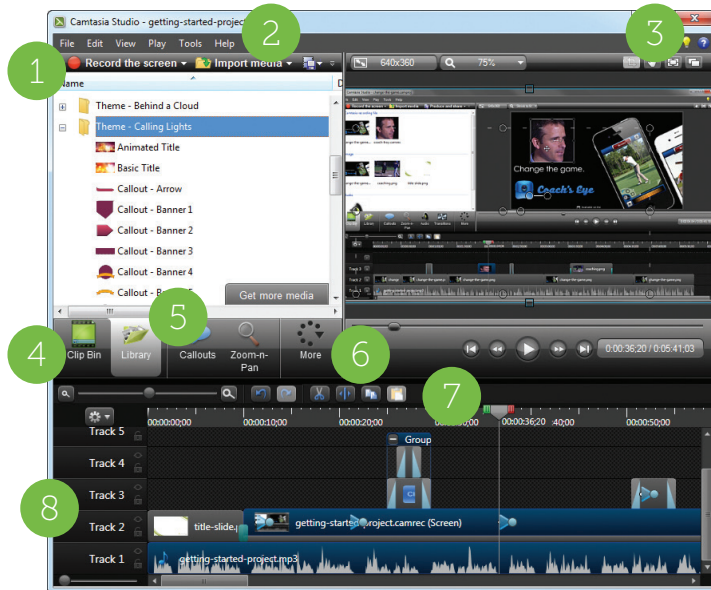
Library Media: The Library comes pre-populated with royalty-free media assets you use to add a professional look to your videos. The Library also stores timeline sequences, video, audio, and image clips that you want to use from project to project.

Animations: Options in the Visual Properties tab allow you to create animations using content on the timeline. Other options allow you to add color, shadow, and opacity effects to most visual media on the timeline such as video, callouts, and images.

Zoom and Pan Effects: The Zoom-n-Pan tab offers a quick way to add zoom in, zoom out, and pan animations to the timeline.

Audio Effects: Audio effects and options include volume up and down, fading, noise removal, volume leveling, and more.

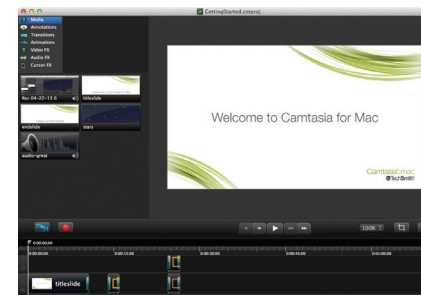
Cursor Effects: Focus viewers' attention on cursor movement and mouse clicks by enhancing visibility using a highlight, spotlight, sound effect and more.



1.	Access to the three of Editor's most used features: Record the Screen, Import Media, Produce and Share.
2.	Menu Options - Open, import, or export projects and access other important functions.
3.	Get help using Camtasia Studio 8 - Click the Help or Tutorials icons to access free training videos and documentation on TechSmith.com
4.	Clip Bin - Holds all video, audio, and image clips imported into the current project.
5.	Library - Holds timeline sequences, groups, video, audio, and image clips, and other assets to use from project to project.
6.	Task Tabs - Click tabs to access effects and editing options.
7.	Timeline Toolbar - Access basic editing tools such as zoom in or out, cut, split, copy, and paste.

8. **Timeline and Timeline Tracks** - The timeline is the area used to assemble and edit your video.
- Double-click a track's title to rename it.
 - Click on a group to open or close the group.
 - Double-click a group's title to rename the group.
 - Click on a tray to see special effects and zoom animations as well as the cursor effects.

Camtasia for Mac: Edit & Add Effects to Your Video



Use Camtasia for Mac Editor to arrange and edit clips on the timeline to build your video. The timeline is the primary working area for editing your video.

Import Media: Import recording files, video clips, audio clips, or images to include as source files for a video.

Select **File > Import** or press Command-I

Add Media to a Video: Drag media (recording files, video clips, audio clips, or images) from the Media tab onto the timeline. Clips in the Media tab are not affected by any editing on the timeline.

Annotations: The Annotations tab contains the text, callout, arrow, shape, highlighter, and blur tools to enhance your video.

Transitions: Transitions add a visual effect to the beginning or end of a piece of media or annotation on the timeline. To add a transition, drag it from the Transitions tab onto the beginning or end of media on the timeline.

Animations: Animations apply to media or annotations over an interval of time. Add a “Custom” animation and adjust its properties to create your own animation.

Effects –

Video effects: Add a visual filter over the entire duration or portion of a clip, image, or annotation on the timeline.

Audio effects: Add an audio filter over the entire duration or a portion of an audio clip.

Cursor effects: Focus viewers’ attention on cursor movement and mouse clicks.



1.	Menu Options - Open, import, or export projects and access other important functions.
2.	Tabs - Click the tabs to access annotations, transitions, animations, and effects.
3.	Media Bin - Holds all video, audio, and image clips imported into the current project.
4.	Timeline and Timeline Tracks - The timeline is the area used to assemble and edit your video. <ul style="list-style-type: none"> • Control-click to the left of a track for additional track options • Control-click on media clips for additional editing options
5.	Properties Pane - Click the Properties button to open the properties pane and customize visual effects.

Camtasia Crucial Steps for Success

For the best video editing, complete your edits in the following order. You may not include each of these steps in every video project you work on, but the order below should still be followed to help ensure success.

1. Import images, recording files, video clips, and audio and arrange the clips on the timeline.
2. Apply animations to zoom in on the recording to draw viewers’ attention to specific action in the video.
3. Make basic edits to the clips on the timeline. Cut and split clips, move clips, add markers, etc.
4. Edit the audio.
5. Add voice narration.
7. Add title clips and transitions.
8. Add other effects such as callouts, captioning, or cursor effects.
9. Add special effects animations.

Create Engaging Screencasts

Be Prepared

- Watch other videos to learn what makes them engaging, interesting, or bad. Then, create a storyboard or sketch out your video to decide and plan what you will record ahead of time.
- Know your audience and make sure they will be familiar with the terminology and concepts presented in the video.

Brush Up on Your Public Speaking Skills

- Be familiar with your topic. Speak slowly and clearly, and try to be yourself by talking naturally.

Learn the Basics

- Watch our free tutorial videos.
 - **Camtasia Studio:** www.techsmith.com/tutorial-camtasia.html
 - **Camtasia for Mac:** www.techsmith.com/tutorial-camtasia-mac.html
- Read through the in-product help file.

Get Great Audio

- Use the best microphone you can afford, then use Camtasia Recorder's default settings for audio. Do a test recording to make sure audio is being recorded.
- Stop and listen to the sound in your recording area. You'll be surprised how much noise is in a room, so record in a quiet location.

Recording the Screen

- Clean up a cluttered or busy desktop before you begin recording. Turn off all reminders and pop-ups, and close any unnecessary toolbars.
- Open the applications you'll be recording and close the ones you won't. Then, resize windows and applications to fit recording area.

Produce and Share a Video

The production process, also called rendering, creates an output file based on the sequence of video clips, audio clips, images, and effects on the timeline. Camtasia exports the video at the canvas dimensions. For best results, set the dimensions of the canvas to the dimensions you plan on using when you share your video.

Camtasia allows you to share to these popular export destinations:

iTunes (iPhone, iPad)

Produce and save the video to your computer and onto iTunes for distribution on an iPhone or iPad.

Screencast.com

TechSmith's Screencast.com is a place to upload, manage, and share high-quality videos, presentations, and images.

With Screencast.com, you can:

- Control the rights to your content and set privacy levels to control who can view your video
- Maintain original quality
- Access the stats on your content
- Allow viewers to comment
- Share content and provide viewers with a link to your content, MediaRoll widget, or RSS feed

YouTube

Share directly to your YouTube account.

Google Drive

Share directly to your Google Drive account.

TechSmith Relay

TechSmith Relay is an enterprise-wide video sharing and media hosting solution.

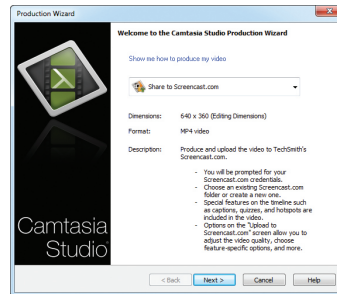
You must download TechSmith Relay Recorder from your organization's TechSmith Relay website to share to TechSmith Relay. With the TechSmith Relay plug-in, you can publish your videos without having to make any difficult decisions about the file format or publishing location. Simply log in with the same credentials you use for TechSmith Relay and submit your video recording. The video is processed and published automatically.

Web

Embed your video on a website or blog. You can also create navigation points using markers to allow users to jump to specific times or content in the exported video.

Camtasia Studio: Produce Your First Video

1. Make all edits to your video.
2. Click Produce and Share.
3. The Production Wizard appears.
4. The default setting is the recommended video file format based on the recording dimensions, editing dimensions, and/or content on the timeline.



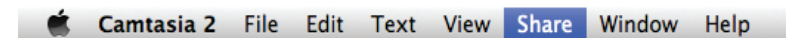
To change to another output destination, select an option from the dropdown menu.

5. Click **Next**. In the Production name field, give your video a name.

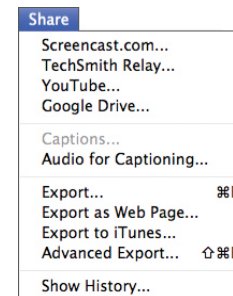
6. Continue to step through the wizard signing in to your account, selecting options, etc.
7. Click Finish. The rendering process begins and saves or uploads to the selected location.
8. When rendering is complete, the Production Results screen appears. This is an overview listing the specifics of your video such as files created, duration, file size, etc.
9. Click Finish to close the Production Wizard.

Camtasia for Mac: Produce Your First Video

1. Make all edits to your video.
2. Click **Share**.



3. Select an option from the Share menu.



4. Give your video a title and select a location.
5. Click Share (or Export, depending on the chosen output).
6. If you shared your video to Screencast.com, YouTube, Google Drive, or TechSmith Relay, the Share History window appears. The Share History window provides a:

- URL for Google Drive and TechSmith Relay uploads
- URL, embed code, and social outputs for Screencast.com and YouTube uploads

If you exported your video as an MP4 or other file format, web page, or to iTunes, click Reveal in Finder to access your produced video.

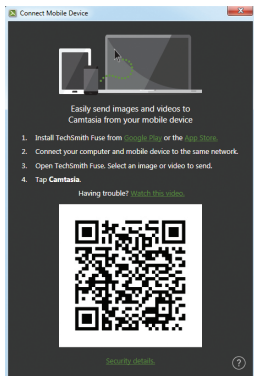
Import Media Into Camtasia From Your Mobile Device Using TechSmith Fuse

TechSmith Fuse is a mobile app that allows you to send images or videos from your mobile device directly to Camtasia for use in your videos. Import an existing photo or video, or capture something new using the app's built-in camera.

Fuse is supported on the following devices:

- iOS version 7 and later (phone and tablets)
- Android version 2.3 and later

Connecting Your Mobile Device



5. Tap Connect to Camtasia.

6. The Scanner appears. Point your camera at the QR code in the Connect to Mobile Device dialog. Once the QR code is scanned, this screen closes and the image or video is sent to Camtasia for use in your video.

Tips for Scanning the QR Code

Follow these tips for scanning the QR code with Fuse:



- Make sure the device is on and connected to the same network as the computer running Camtasia.
- Aim the mobile device camera at the QR code on the computer screen.
- Position the camera so the QR code is centered within the corners of the Scanner screen in Fuse.

Connection Tips

- The mobile device must be able to connect to a network via Wi-Fi. See your mobile device settings to connect your device to a Wi-Fi network.
- The mobile device must have a camera. The camera is used to scan the QR code.
- TechSmith Fuse remembers each connection and allows you to choose which instance of Camtasia to send to. You can name each connection to ensure you are sending to the correct computer.

Free Training and Support

TechSmith offers a wide range of learning resources including in-product help, online training videos, PDF guides to read online or print, and technical support. And best of all – it's all FREE!

Tutorials and Documentation

Online Tutorials – Go from novice to expert with our library of product-specific training videos and documentation.

- **Camtasia Studio:** www.techsmith.com/tutorial-camtasia.html
- **Camtasia for Mac:** www.techsmith.com/tutorial-camtasia-mac.html

Help File – Search and browse the in-product help file for quick answers.

- **Camtasia Studio:** Select Help > Camtasia Studio help
- **Camtasia for Mac:** Select Help > Camtasia Help

Camtasia for Mac Tutorial Viewer – Visit this in-product resource for the most up-to-date user assistance, including how-to videos, tips, and other tutorials. Select Help > Tutorial Viewer

Camtasia Studio Library

Save editing time and achieve a consistent look across projects and team members by storing callouts, title slides, and other assets in your library. We've gotten you started with a variety of content available for free download and use.

<http://www.techsmith.com/camtasia-library-media.html>

Technical Support

A friendly, knowledgeable voice is just a phone call away!

U.S. and Canada – 1.800.517.3001

Web – support.techsmith.com

TechSmith on Get Satisfaction

Visit our feedback forum on Get Satisfaction to chat with other people who are using the same product – ask questions, find answers, and make feature requests.

<https://feedback.techsmith.com/techsmith>

TechSmith Blogs

Find tips and tricks, stories on how others are using TechSmith products, and more on our blog site.

<http://blogs.techsmith.com>



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People everywhere use TechSmith's screen capture and recording software to communicate clearly and creatively, deliver engaging multimedia presentations, and analyze product usability and customer experience. For over 20 years, we've helped people communicate visually and look great doing it.

Camtasia, Camtasia Studio, TechSmith Relay, DubIt, EnSharpen, Enterprise Wide, Expressshow, Jing, Morae, Rich Recording Technology (RRT), Shagit, Screencast.com, SmartFocus, TechSmith, TechSmith and T Design logo, TSOC, and UserVue are registered marks of TechSmith Corporation. Other trademarks and registered trademarks are the properties of their respective companies. The absence of a name, mark or logo in the above list does not constitute a waiver of any intellectual property rights that TechSmith Corporation has established in any of its product, feature, service names, marks, or logos.

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