



Recorder

Recorder

With Camtasia Recorder, you record exactly what you want: the entire screen, specific dimensions, a region, window, or application. And, Recorder is designed to be simple and easy-to-use starting with your first recording – just click the Record button and begin your onscreen activity.

Recorder automatically records:

- ▶ Microphone audio recording
- ▶ System audio recording (Not available for users of the XP Operating System)
- ▶ [SmartFocus](#) zoom and pan keyframes to automatically optimize the viewing experience
- ▶ Keyboard shortcut data that generates automatic callouts in Editor
- ▶ Cursor data that allows you to customize the cursor in Editor

Record PowerPoint

Share more than just the slides from a presentation, use the [Camtasia Studio PowerPoint Add-in](#) to record and share [PowerPoint presentations](#) for attendees to watch again or for people unable to attend the presentation.

With the [PowerPoint Add-in](#), you can:

- ▶ Quickly record and produce a PowerPoint presentation as an interactive video to appear on a Web page.
- ▶ Include [audio](#) or [camera video](#) to include as a Picture-in-Picture recording.
- ▶ Save the PowerPoint recording as a Camtasia Studio project file (.camproj) to edit or produce into a variety of file formats.
- ▶ Automatically [add markers](#) to the recording file for each slide in the presentation. If you include a table of contents in the final video, the markers appear as table of contents entries.

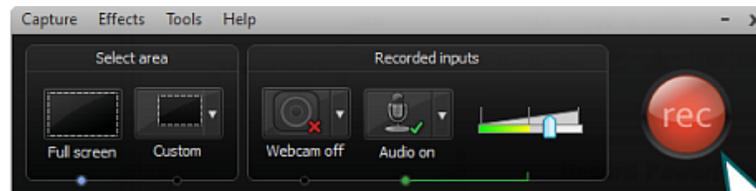


Recorder : Your First Recording – Use the Default Settings

Your First Recording – Use the Default Settings

Camtasia Recorder is designed to be simple and easy-to-use starting with your first recording - just click the Record button. The default settings found in Recorder gives you a high resolution, master recording file that includes:

- ▶ Full screen recording
- ▶ **Microphone audio** recording
- ▶ **System audio** recording (Not available for users of the XP Operating System)
- ▶ **SmartFocus** zoom and pan keyframes to automatically optimize the viewing experience
- ▶ Cursor data used to enhance the cursor in Editor
- ▶ Keyboard shortcut data used to generate automatic callouts in Editor



Record the full screen.

This is the default setting that works well for most recordings.

SmartFocus keyframes are recorded for better playback when video is shared at a smaller dimension.

Cursor data is recorded to allow enhancements.

Keyboard shortcuts are captured that can autogenerate Callouts.

Ctrl + V

Record microphone and system audio.

By default, microphone and system audio are both recorded.

Note: System audio is not available for Microsoft XP users.

Speak into the mic to test the audio level. Use the slide control to increase or decrease the level.

Audio should not test into the red zone or clipping will occur.

Click the Record button to begin.

Press **F10** to stop.



The Preview Window appears and plays your video.

To edit your video before you share, click **Save and Edit**. In the *Editing Dimensions* dialog box, click **OK** to accept the default dimensions.

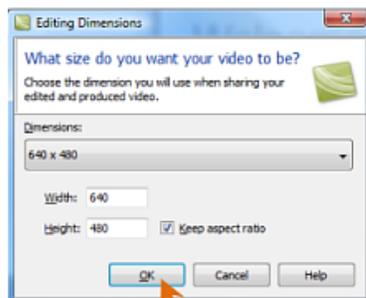
-OR-

To share right away, click **Produce** then step through the production wizard to create a Web-ready MPEG4 video.

After editing, click **Produce and Share** to create a shareable video. Step through the production wizard using the default settings to create a Web-ready MPEG4 video.



Produce and share





Recorder : [Learn to Use Recorder](#)

Learn to Use Recorder

By default, SmartFocus™ keyframes are automatically recorded and will appear during the editing process on the Zoom track. SmartFocus zooms in on areas within the recording to optimize the viewing experience for videos produced dimensions smaller than the original recording. See [Camtasia SmartFocus Recording Tips](#).

In addition to screen recording, Camtasia Recorder allows you to [draw on the screen](#) and [add effects](#) while recording.



1. Choose area to record:
 - [Full screen recording](#) is the default.
 - Record with [custom dimensions](#)
 - Record a [region](#)
2. Record from a [Web Camera](#)
3. Record [Audio](#)
 - Microphone audio is recorded by default.
 - System Audio is recorded by default (option not available if using Windows XP)
4. Click the **Record** button to begin.
5. Click the **Stop** button or press **<F10>**. The recording preview appears. See:
 - [Edit the recording](#)
 - [Produce into a shareable format](#)

See also:

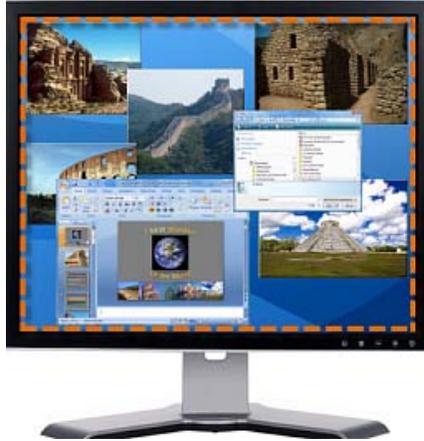
- ▶ [The .CAMREC Recording File](#)
- ▶ [Change the Recorder Hotkeys](#)
- ▶ [Show or Hide Recording Toolbars](#)
- ▶ [Record a PowerPoint Presentation](#)
- ▶ [Recorder Tips](#)
- ▶ [Recording Equipment](#)



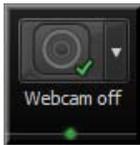
Recorder : [Learn to Use Recorder : Record the Entire Screen](#)

Record the Entire Screen

Select **Full Screen** to record large, maximized applications or all activity on your computer desktop.



1. Open Camtasia Recorder.
2. Click the **Full Screen** button.
3. **Optional:** Record from a [Web Camera](#). This becomes picture-in-picture in the main video.



4. Record [Audio](#). By default, both microphone and system audio are recorded.
5. Click the **Record** button.
6. Press **F10** to stop recording. The *Preview Window* appears.
 - Click **Save and Edit** to open your video in [Editor](#) where you can enhance and edit the video.
 - Click **Produce** to open the [Production Wizard](#) to create a shareable video.

See also:

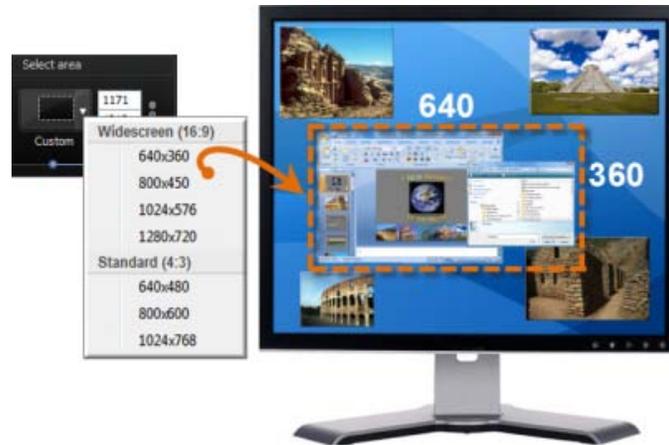
- ▶ [Record with Widescreen or Standard Dimensions](#)
- ▶ [Record a Region, Area, or Window](#)
- ▶ [Move or Resize the Recording Area](#)
- ▶ [Lock Recording Area to Window or Application](#)
- ▶ [Recorder's Preview Window](#)
- ▶ [Record Audio in Camtasia Recorder](#)



Recorder : Learn to Use Recorder : Record with Widescreen or Standard Dimensions

Record with Widescreen or Standard Dimensions

Select **Custom** to record using preset dimensions based on Widescreen or Standard aspect ratios.



 For best results when recording at custom dimensions, use dimensions with the same aspect ratio to edit and produce the final video.

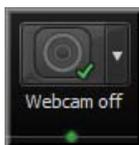
1. Open Camtasia Recorder.
2. Click the **Custom** button. The custom options expand.



3. Click the down arrow to select from a list of Widescreen or Standard options. Or, enter dimensions (in pixels) into the **Width** and **Height** fields.



4. **Optional:** Record from a [Web Camera](#). This becomes picture-in-picture in the main video.



5. Record [Audio](#). By default, both microphone and system audio are recorded.
6. Click the **Record** button.
7. Press **F10** to stop recording. The [Preview Window](#) appears.
 - Click **Save and Edit** to open your video in **Editor** where you can enhance and edit the video.
 - Click **Produce** to open the *Production Wizard* to create a shareable video.

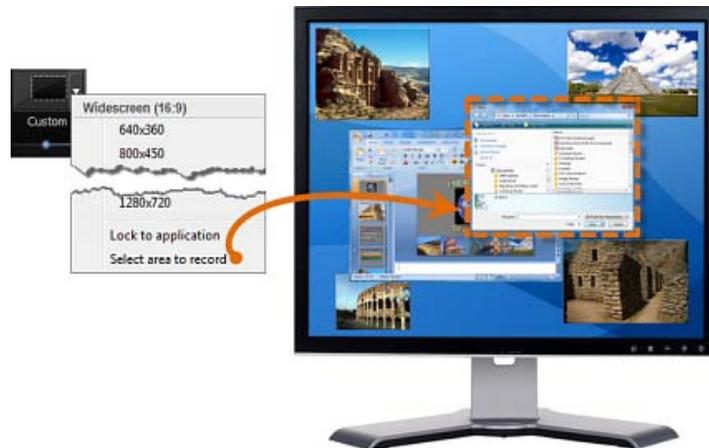
See also:

- ▶ [Record the Entire Screen](#)
- ▶ [Record a Region, Area, or Window](#)
- ▶ [Move or Resize the Recording Area](#)
- ▶ [Lock Recording Area to Window or Application](#)
- ▶ [Recorder's Preview Window](#)
- ▶ [Record Audio in Camtasia Recorder](#)



Record a Region, Area, or Window

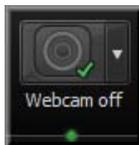
Record a specific area of the screen, a window, or an application.



1. Open Camtasia Recorder.
2. Click the **Custom** button. The custom options expand.



3. Click the down arrow and choose **Select area to record**.
 - Move the cursor around the screen to highlight the areas that can be recorded. Click on area to select.
 - To record a region that you choose, click and drag the mouse cursor to make the selection. Release mouse when done.
4. **Optional:** Record from a [Web Camera](#). This becomes picture-in-picture in the main video.



5. Record **Audio**. By default, both microphone and system audio are recorded.
6. Click the **Record** button.
7. Press **F10** to stop recording. The [Preview Window](#) appears.
 - Click **Save and Edit** to open your video in **Editor** where you can enhance and edit the video.
 - Click **Produce** to open the *Production Wizard* to create a shareable video.

See also:

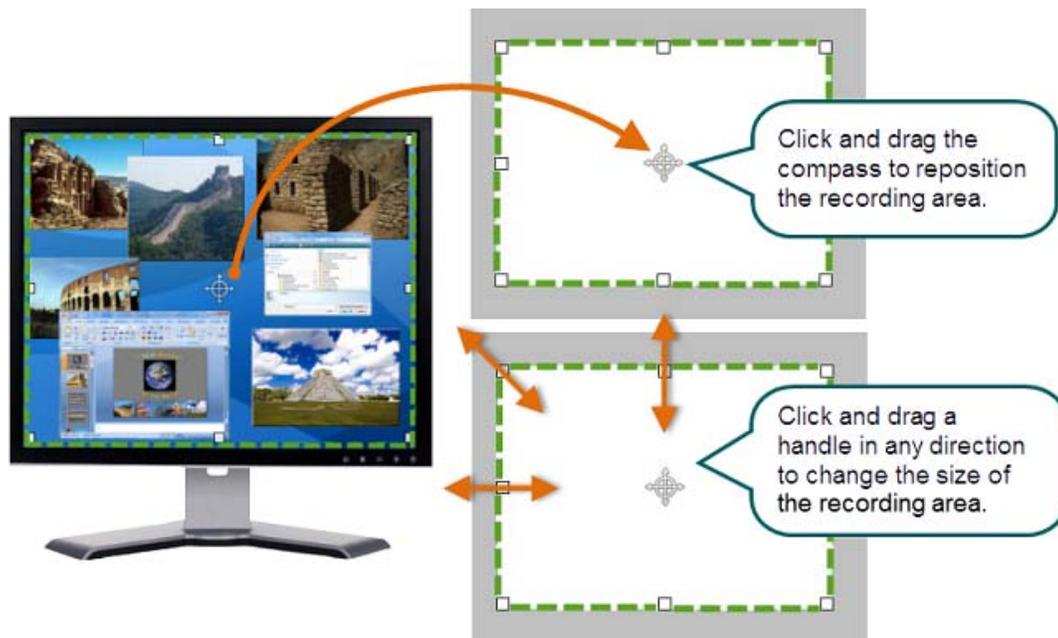
- ▶ [Record the Entire Screen](#)
- ▶ [Record with Widescreen or Standard Dimensions](#)
- ▶ [Move or Resize the Recording Area](#)
- ▶ [Lock Recording Area to Window or Application](#)
- ▶ [Recorder's Preview Window](#)
- ▶ [Record Audio in Camtasia Recorder](#)



Move or Resize the Recording Area

When you click the **Record** button, a green, dashed line appears around your recording area.

- ▶ Click the compass icon inside the recording area and drag it to a new location on the screen.
- ▶ Click and drag a handle on a corner of the recording area to resize the recording area.



See also:

- ▶ [Record the Entire Screen](#)
- ▶ [Record with Widescreen or Standard Dimensions](#)
- ▶ [Record a Region, Area, or Window](#)
- ▶ [Lock Recording Area to Window or Application](#)
- ▶ [Recorder's Preview Window](#)
- ▶ [Record Audio in Camtasia Recorder](#)



Lock Recording Area to Window or Application

The **Lock to application** option allows you to select a Widescreen or Standard recording dimension and lock the area to be recorded to that exact dimension.

If the recording area is changed, the window or application automatically resizes to stay within the recording boundaries.

When used in conjunction with the **Lock Aspect Ratio** option, proper aspect ratio is maintained if further resizing is needed.

1. Click on the window or application to be recorded to foreground it on the desktop.
2. Open Camtasia Recorder.
3. Click the **Custom** button. The custom options expand.



4. Click the down arrow to select from a list of Widescreen or Standard options.
5. Drag the recording area on top of the window or application.
6. Click Recorder's **Custom** down arrow and select **Lock to Application**. The window or application will be resized to fit the dimension.
7. Click the **Lock Aspect Ratio** icon to ensure proper aspect ratio is maintained if further resizing is needed.



See also:

- ▶ [Record the Entire Screen](#)
- ▶ [Record with Widescreen or Standard Dimensions](#)
- ▶ [Record a Region, Area, or Window](#)
- ▶ [Move or Resize the Recording Area](#)
- ▶ [Recorder's Preview Window](#)
- ▶ [Record Audio in Camtasia Recorder](#)



Recorder's Preview Window

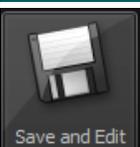
The preview window appears once you stop a recording. This allows you to preview any audio, camera video, and effects recorded.



Change the View

| | |
|--|--|
|  Shrink to Fit | Click the Shrink to Fit button to view the entire recording within the preview window. In this view, the recording preview is scaled down to fit within the window. The preview may appear fuzzy or pixilated. This does not reflect the quality of the final recording file. |
|  View at 100% | Click the View at 100% button (Recommended) to view the full recording video. If you recorded the full screen or at large dimensions, scroll bars may appear in the preview to allow you to view the entire video. |

Post-Recording Options

| | |
|---|---|
| <p>Save and Edit</p>  Save and Edit | Save the recording as a .camrec file, close the Preview Window, open Editor with the video in the Clip Bin and on the timeline. Camtasia Recorder remains open. |
| <p>Save As</p>  Save and Edit Save As... | Save the recording file as a .camrec or .avi file and close the Preview Window. Camtasia Recorder remains open. |
| <p>Produce</p>  Produce | Save the recording file and open the Production Wizard to produce the file into a shareable format. |
| <p>Delete</p>  Delete | Permanently delete the recording file. |

See also:

- ▶ [Record the Entire Screen](#)
- ▶ [Record with Widescreen or Standard Dimensions](#)

- ▶ [Record a Region, Area, or Window](#)
- ▶ [Move or Resize the Recording Area](#)
- ▶ [Lock Recording Area to Window or Application](#)
- ▶ [Record Audio in Camtasia Recorder](#)



Recorder : Learn to Use Recorder : Record Audio in Camtasia Recorder

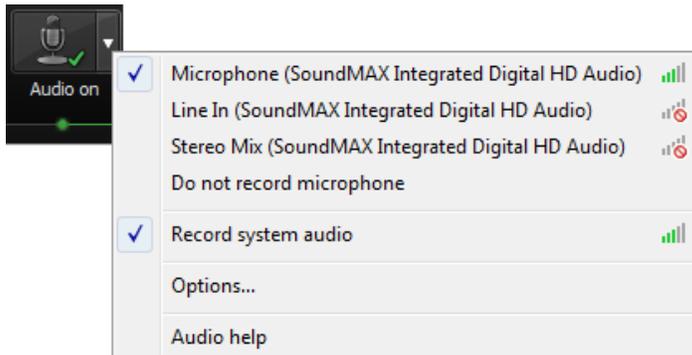
Record Audio in Camtasia Recorder

It is important to create your recordings with the [best possible audio quality](#) since audio codecs used in producing the final video may cause audio quality to degrade.

If the audio source is on and set up properly, the source meter appears active in Recorder and for all active sources in the **Audio** dropdown.

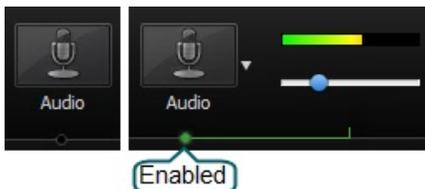
No Audio? See [No Sound? Troubleshoot the Volume Level](#) and [Audio Recording Tips](#).

The live audio meters in the dropdown are not available of users of Microsoft XP.

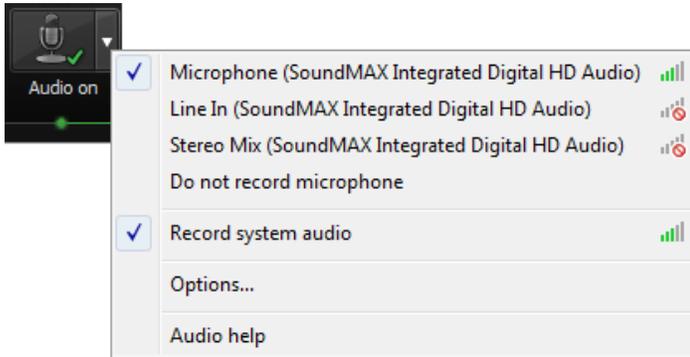


To Record Audio

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](#).



4. Click **OK**.

 You can also record audio at a later time with the [Voice Narration](#) option in Editor.

See also:

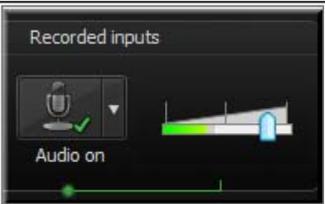
- ▶ [Record the Entire Screen](#)
- ▶ [Record with Widescreen or Standard Dimensions](#)
- ▶ [Record a Region, Area, or Window](#)
- ▶ [Move or Resize the Recording Area](#)
- ▶ [Lock Recording Area to Window or Application](#)
- ▶ [Recorder's Preview Window](#)

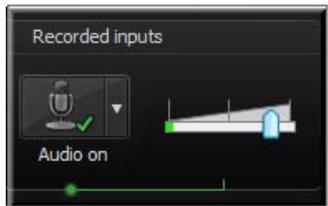


Recorder : Learn to Use Recorder : Record Audio in Camtasia Recorder : No Sound? Troubleshoot the Volume Level

No Sound? Troubleshoot the Volume Level

Speak into your microphone or turn up the speaker audio. You should see the audio meter respond. If it does not, use the table below to troubleshoot a solution.

| Level | Issue | Action |
|---|---|--|
|  | Audio level is in the green range and responds to changes in the audio. | ▶ No change needed. |
| | Audio level does not change when audio is present. | <ul style="list-style-type: none"> ▶ Verify that the selected audio input source is connected and turned on. ▶ Verify that the correct audio input source is selected. To verify, click the Audio dropdown and select Options. |

| | | |
|---|--|---|
|  | | <p>► Verify that the volume is not muted.</p> |
|  | <p>Audio level is too low. (i.e. Audio is not in the green to yellow range.)</p> | <p>Drag the slider to the right.</p> |
|  | <p>Audio level is in the yellow to orange range where clipping might occur.</p> | <p>Drag the slider to the left.</p> |
|  | <p>Audio level is in the orange to red range where clipping will occur.</p> | <p>Drag the slider to the left.</p> |



Recorder : Learn to Use Recorder : Record Audio in Camtasia Recorder : Audio Recording Tips

Audio Recording Tips

- **Use a USB microphone**
USB microphones use less computer resources and record better audio than an analog microphone connected to your computer's audio card.
- **Practice using a microphone**
Experiment with different volume levels and different microphone placement. Six inches from the microphone is usually good to record full tones, but not too close that other noises interfere.
- **Record in a quiet location**
Any microphone can pick up nearby noises. Most office areas have a lot of background noise that you may or may not notice. Take a second and listen. What do you hear?
- **Block the computer's humming sound**
Build a small box lined with foam to put your microphone in as you record, use pillows or blankets to muffle the noise, or cover your head with the blanket.
- **Use a script**
A script helps you produce the best audio by allowing you to avoid mistakes or saying um or uh. If you do not want a formal presentation, an outline can help reduce some mistakes.
- **Project and enunciate**
Speak as though you are addressing a small audience in a large room.
- **Monitor the audio level as you record**
The green to yellow range indicates normal. Orange to red warns you are too close to the over-modulated input.

Best audio quality occurs when the **Audio Input** meter is in the green to very light orange range.

► **Use the Editor's Audio Enhancements after you record**

[Audio enhancements](#) help you automatically improve the quality of the audio tracks by evening out volume levels and by removing noise.



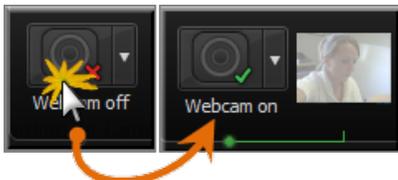
Recorder : Learn to Use Recorder : Record a Webcam in Camtasia Recorder

Record a Webcam in Camtasia Recorder

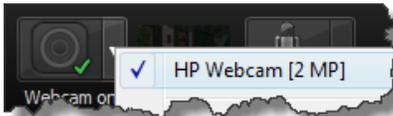
Record camera video such as a video of the speaker, with your screen recording. In Camtasia Studio, add the camera recording to the PIP track to embed as a Picture-in-Picture (PIP) clip or to include as a side-by-side video.

📌 Camtasia Recorder only supports camera recording when saving to the .camrec file format. To change the file format, select **Tools > Options > General tab**.

1. Click on the **Webcam** button to enable webcam recording.

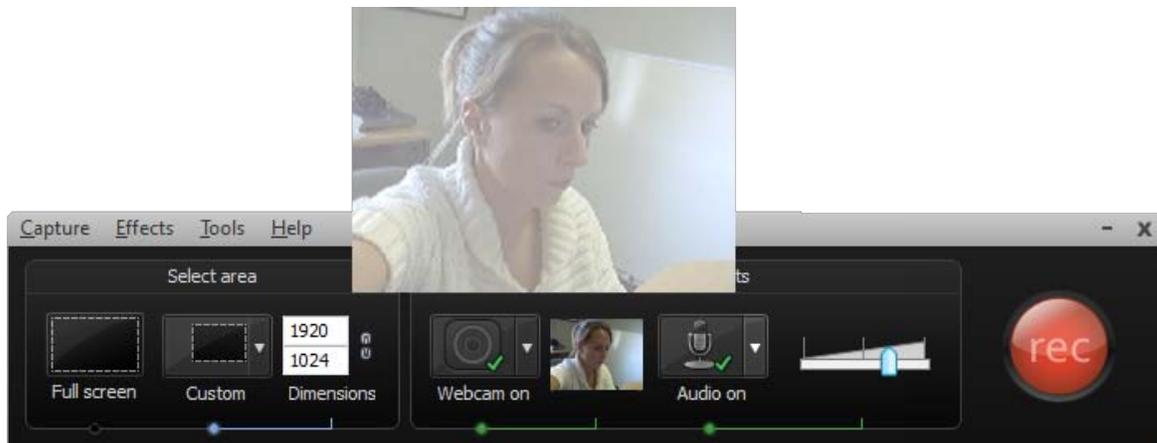


2. Click the dropdown to select the camera device.



📌 Camtasia Recorder does not support Digital video (DV) cameras.

3. A live preview of the Web camera appears to the right of the Webcam option. To view a larger preview, hover your cursor over the preview thumbnail.



4. To change the camera options, select **Camera dropdown > Options**.

📌 You can record camera video at a later time with the [Record camera](#) option in Camtasia Studio.



Recorder : Learn to Use Recorder : The .CAMREC Recording File

The .CAMREC Recording File

Camtasia Studio records in one of two file formats; as a CAMREC or AVI. By default screencast recordings are saved as a CAMREC file.

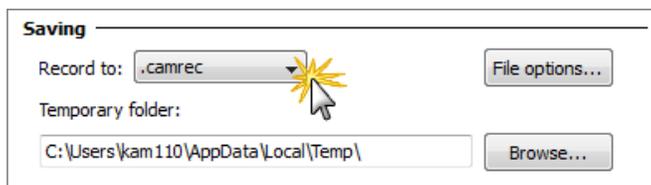
The CAMREC is a custom file container that holds more than just a video file. Other video editing software can't read or open a CAMREC file. The data contained in the CAMREC allows you to edit your video within Camtasia Studio after recording is complete.

The CAMREC file may contain:

- AVI screen recording
- Webcam video to use as a Picture-in-Picture
- Cursor data
- SmartFocus zoom and pan keyframe data
- Keyboard shortcut data
- Audio from a microphone
- System audio
- Marker data

To Change the Recording File Format

Camtasia Recorder, Tools > Options > General tab > Saving group box > Record to option.



Select one of the following formats:

| | |
|--|--|
| | <p>Camtasia Recording File (.camrec): Default recording file format. Proprietary TechSmith file format used to store screen and camera recording plus metadata about various streams into a single package. To add markers, apply SmartFocus, or record a Web camera, you must record with this format.</p> |
| | <p>Audio Video Interleave (.avi): Use .avi files to share the recording outside of Camtasia Studio. You cannot add markers, apply Camtasia SmartFocus™, or record a Web camera with the .avi format.</p> |

Extract the AVI or WMV from a CAMREC Recording

The **Extract Camrec Contents** option allows you to extract the screen (.avi) and camera (.wmv) recording files from the .camrec file. Use this option to edit the main video and Picture-in-Picture (PIP) clips separately.

Or, use the AVI file extracted from the CAMREC with a third-party video editor as long as you have the TSCC or EnSharpen codec installed on the computer. When installing Camtasia Studio, the TSCC codec is also installed.

If you don't have Camtasia Studio installed on the computer you will use to edit the video, you can [download the TSCC or EnSharpen codec](#).

To Extract the AVI or WMV:

1. In Camtasia Studio, right-click on a .camrec file in the Clip Bin.
2. Select **Extract Camrec Contents** from the context menu.
3. Select the destination and click **OK**.

The .avi (screen recording) and .wmv (camera recording) files save to the directory selected.



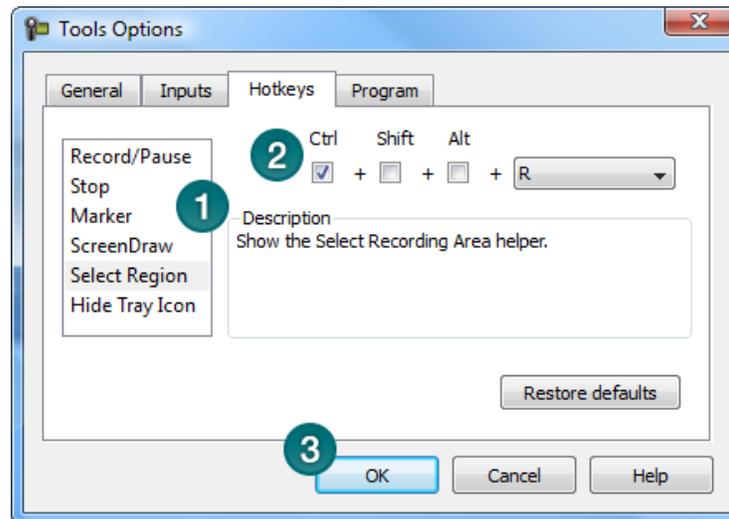
Recorder : [Learn to Use Recorder](#) : [Change the Recorder Hotkeys](#)

Change the Recorder Hotkeys

Camtasia Recorder > Tools > Options > Hotkeys tab.

To assign keyboard hotkeys:

1. Select a recording function.
2. Choose the shortcut keystrokes.
3. Click **OK**.



Default Hotkeys

| Option | Hotkey |
|---------------|------------------|
| Record/Pause | F9 |
| Stop | F10 |
| Marker | CTRL + M |
| ScreenDraw | CTRL + SHIFT + D |
| Select Region | None |

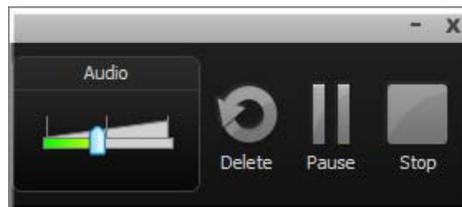
| | |
|----------------|------|
| Hide Tray Icon | None |
| Mute | None |



Recorder : Learn to Use Recorder : Show or Hide Recording Toolbars

Show or Hide Recording Toolbars

You can customize which toolbars appear on the toolbar during recording. By default, only the basic recording controls and audio toolbar appear when recording.



Full Screen Recording Minimizes the Recording Toolbar

When recording full screen, the recording toolbar minimizes to the system tray. Click the tray icon to access the recording options. Click the tray icon to hide it again.

 If you open or move the toolbar into the recording area, the toolbar will be included in the final recording. To change when the toolbar minimizes, select **Tools > Options > General tab > Minimize to system tray during recording**.

The following image shows the different states of the Recorder seen in the task bar: Armed and ready to record, recording is paused, and currently recording.



Show or Hide Recording Toolbars

1. In Recorder, select **Tools > Recording Toolbars**. The *Recording Toolbars* dialog box appears.



2. Enable or disable the desired toolbars.

 The Audio and Camera toolbars are only available when recording audio or camera.

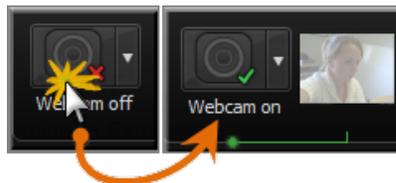
3. Click **OK**.

Audio Toolbar



The [Audio Input meter](#) displays the audio level for the recording. The best audio quality occurs when the Audio Input meter is in the green to light orange range. Audio clipping may occur in the mid-orange to red range. Drag the slider to adjust the audio.

Webcam Toolbar



A live preview of the [Web camera](#) appears on the Camera toolbar. To view a larger preview, hover your cursor over the preview thumbnail.

Statistics Toolbar



The statistics toolbar provides information about the recording performance including: frames, frame rate (in frames per second), and the duration of the recording.

Effects Toolbar



| Option | Description |
|--------------------------------|--|
| ScreenDraw | Click to enable ScreenDraw and to expand the ScreenDraw tools. |
| ScreenDraw Tools | Click to select a tool. Select an option from the dropdown to change the default tool. |
| Add Marker | Click to add a marker. |
| Cursor Effects | Click to expand the cursor effects options: <ul style="list-style-type: none"> ▶ Highlight Cursor ▶ Highlight Clicks |



Recorder : [Learn to Use Recorder](#) : [Add Markers While Recording](#)

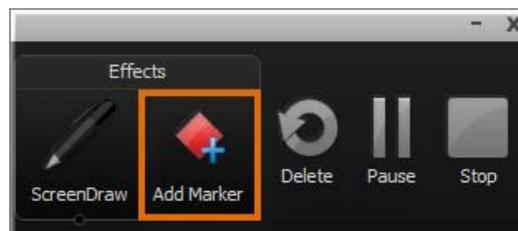
Add Markers While Recording

Add markers during a .camrec recording in Camtasia Recorder or while [editing in Camtasia Studio](#).

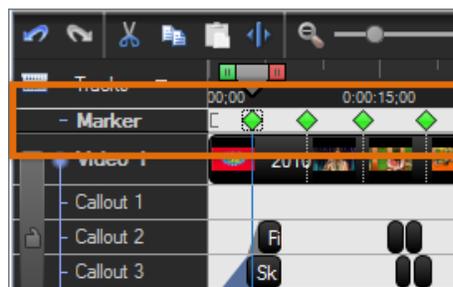
Insert markers to:

- ▶ Create recording notes. For example, mark a pause in the recording to cut out during editing.
- ▶ Set points to [split a long video into multiple videos](#).
- ▶ Create navigation points. If you include a [table of contents](#) in the final video, the markers appear as table of contents entries.

To add a marker while recording, press **<CTRL + M>** or click the **Add Marker** button on the [Recording toolbar](#).



To view markers added during recording, import the .camrec file into Camtasia Studio. The markers appear on the Timeline.



See also:

- ▶ [Record a Webcam in Camtasia Recorder](#)
- ▶ [The .CAMREC Recording File](#)
- ▶ [Show or Hide Recording Toolbars](#)
- ▶ [Add a System Stamp While Recording](#)
- ▶ [Add a Caption While Recording](#)
- ▶ [Add Mouse Click Sounds While Recording](#)
- ▶ [Add a Cursor Effect While Recording](#)
- ▶ [Draw on the Screen While Recording \(ScreenDraw\)](#)

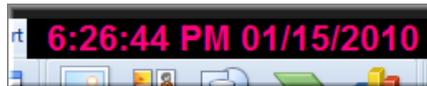
► [Record a PowerPoint Presentation](#)



Recorder : Learn to Use Recorder : Add a System Stamp While Recording

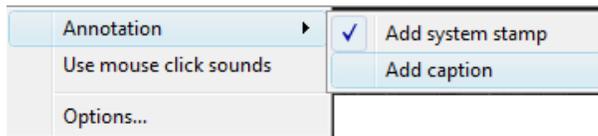
Add a System Stamp While Recording

A system stamp inserts recording information such as time/date and elapsed time into the recording.



⚠ Camtasia Recorder permanently overlays the system stamp text onto the recording. This cannot be removed or edited within Camtasia Studio.

1. Before recording, choose the [system stamp options](#). Select **Effects > Options > Annotation tab > System Stamp** group box.
2. Click the **Time/Date Format** button to change the order and layout of the Time/Date stamp. Click **OK** when finished.
3. In the *Annotation* tab, click **OK** to exit.
4. Turn on the **System Stamp** option. Select **Effects > Annotation > Add System Stamp**. A checkmark lets you know the option is turned on.



⚠ The system stamp appears in each recording file until the option is turned off. Select **Effects > Annotation > Add System Stamp**.

System Stamp Options

| Stamp Option | Description | Example |
|-------------------------|---|---------|
| Time/Date | Click the Time/Date Format button to change the order and layout of the Time/Date stamp. Use the Time/Date stamp when you need to know exactly when something occurred in the recording, such as for usability testing. | |
| Elapsed time | Shows the amount of time passed since the recording started. | |
| Display Time/Date first | Determines the order when including both the Time/Date and Elapsed time. | |
| Options | Customize the font and background for the system stamp. | |

See also:

- [Record a Webcam in Camtasia Recorder](#)
- [The .CAMREC Recording File](#)
- [Show or Hide Recording Toolbars](#)
- [Add Markers While Recording](#)
- [Add a Caption While Recording](#)
- [Add Mouse Click Sounds While Recording](#)

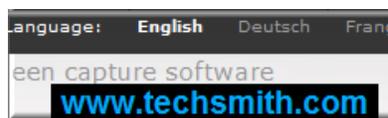
- ▶ [Add a Cursor Effect While Recording](#)
- ▶ [Draw on the Screen While Recording \(ScreenDraw\)](#)
- ▶ [Record a PowerPoint Presentation](#)



Recorder : Learn to Use Recorder : Add a Caption While Recording

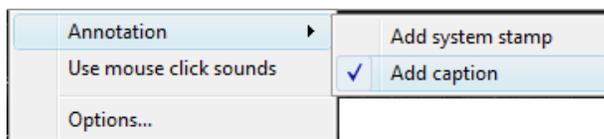
Add a Caption While Recording

Use captions to add copyright information, special instructions, additional information, etc.



Camtasia Recorder permanently overlays the caption text onto the recording. Adding captions or callouts in Camtasia Studio creates a similar effect. However, [captioning](#) and [callouts](#) in Camtasia Studio can be edited.

1. Before recording, select **Effects > Options > Annotation** tab > **Caption** group box.
2. Enter the caption text in the **Caption** field.
3. Enable the **Prompt before capture** to show the caption dialog prior to recording.
4. Click the **Caption Options** button to customize the font and background for the caption. Click **OK**.
5. In the *Annotation* tab, click **OK** to exit.
6. Turn on the **Caption** option. Select **Effects > Annotation > Caption**. A checkmark lets you know the option is turned on.



The caption appears in each recording file until the option is turned off. Select **Effects > Annotation > Caption**.

See also:

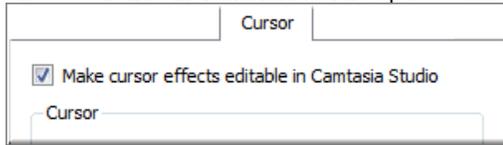
- ▶ [Record a Webcam in Camtasia Recorder](#)
- ▶ [The .CAMREC Recording File](#)
- ▶ [Show or Hide Recording Toolbars](#)
- ▶ [Add Markers While Recording](#)
- ▶ [Add a System Stamp While Recording](#)
- ▶ [Add Mouse Click Sounds While Recording](#)
- ▶ [Add a Cursor Effect While Recording](#)
- ▶ [Draw on the Screen While Recording \(ScreenDraw\)](#)
- ▶ [Record a PowerPoint Presentation](#)



Add Mouse Click Sounds While Recording

With these options, the mouse click sounds are permanently burned into the recording and cannot be changed or removed.

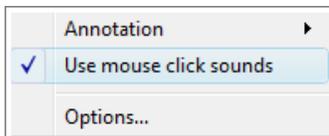
To have Recorder gather cursor data that can be enhanced and edited in Camtasia Studio, leave the **Make cursor effects editable in Camtasia Studio** option enabled within the *Cursor* tab.



Add Mouse Click Sound Effects

Mouse click sound effects play a sound whenever you click the mouse button.

1. Before recording, select **Effects > Options > Sound** tab.
2. To use different audio files than those provided, click the **Browse** buttons. Search for and select the audio files (.wav). Click **OK**.
3. In the *Sound* tab, click **OK** to exit.
4. Turn on the **Mouse Click Sounds** option. Select **Effects > Sound > Use Mouse Click Sounds**. A checkmark lets you know the option is turned on.



The sounds appear in each recording file until the option is turned off. Select **Effects > Sound > Use Mouse Click Sounds**.

See also:

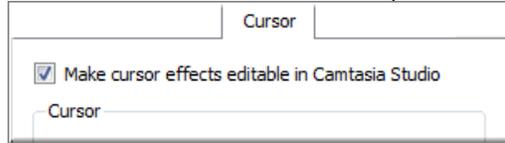
- ▶ [Record a Webcam in Camtasia Recorder](#)
- ▶ [The .CAMREC Recording File](#)
- ▶ [Show or Hide Recording Toolbars](#)
- ▶ [Add Markers While Recording](#)
- ▶ [Add a System Stamp While Recording](#)
- ▶ [Add a Caption While Recording](#)
- ▶ [Add a Cursor Effect While Recording](#)
- ▶ [Draw on the Screen While Recording \(ScreenDraw\)](#)
- ▶ [Record a PowerPoint Presentation](#)



Add a Cursor Effect While Recording

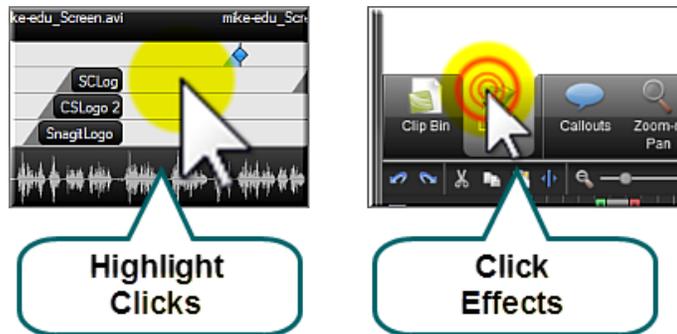
With these options, the cursor is permanently burned into the recording and cannot be changed or removed.

To have Recorder gather cursor data that can be enhanced and edited in Camtasia Studio, leave the **Make cursor effects editable in Camtasia Studio** option enabled within the *Cursor* tab.



Highlight the Cursor or Mouse Clicks

The **Highlight Cursor** effect focuses the viewer's attention on the movement of the mouse cursor and ensures the cursor does not blend into the background. The **Highlight Clicks** effect adds animated emphasis to mouse clicks during recording.



1. Select **Effects > Options > Cursor** tab > Disable the **Make cursor effects editable in Camtasia Studio** option
 2. In the **Highlight cursor** group box, choose the shape, size, color, and opacity.
 3. In the **Highlight mouse clicks** group box, choose the shape, size, and color for the left and right mouse clicks.
 4. Click **OK**.
- ▶ To enable effects before recording, select **Effects > Cursor > Highlight Clicks, Highlight Cursor, or Highlight Cursor & Clicks**.
 - ▶ To enable effects during recording, click **Cursor Effects** on the [Recording toolbar](#) to expand the options. Select **Highlight Cursor, Highlight Clicks, or both options**.

Record with a Custom Cursor

1. Select **Effects > Options > Cursor** tab > Disable the **Make cursor effects editable in Camtasia Studio** option
2. In the **Cursor** group box, select the **Use custom cursor** or **Use cursor from file** option.

Camtasia Recorder supports cursor (.cur) or icon (.ico) files for the custom cursor. C:\Windows\Cursors includes several icons you can use as the custom cursor.

3. Click **OK**.
- ▶ To enable effects before recording, select **Effects > Cursor > Highlight Clicks, Highlight Cursor, or Highlight Cursor & Clicks**.
 - ▶ To enable effects during recording, click **Cursor Effects** on the [Recording toolbar](#) to expand the options. Select **Highlight Cursor, Highlight Clicks, or both options**.

During recording, the system default cursor shows. The custom cursor is burned into the recording file and appears during the [recording preview](#).

Show or Hide the Cursor

To not record the cursor, select **Effects > Cursor > Hide Cursor**. During the recording, the cursor appears on the screen. However, the cursor will not appear in the [recording preview](#) or recording file.

See also:

- ▶ [Record a Webcam in Camtasia Recorder](#)
- ▶ [The .CAMREC Recording File](#)
- ▶ [Show or Hide Recording Toolbars](#)
- ▶ [Add Markers While Recording](#)
- ▶ [Add a System Stamp While Recording](#)

- ▶ [Add a Caption While Recording](#)
- ▶ [Add Mouse Click Sounds While Recording](#)
- ▶ [Draw on the Screen While Recording \(ScreenDraw\)](#)
- ▶ [Record a PowerPoint Presentation](#)

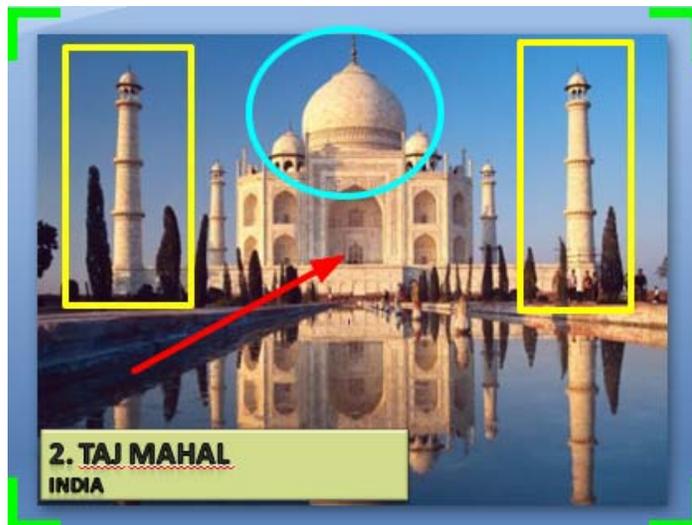


Recorder : Learn to Use Recorder : Draw on the Screen While Recording (ScreenDraw)

Draw on the Screen While Recording (ScreenDraw)

With these options, the drawing is permanently burned into the recording and cannot be changed or removed. Adding arrows or callouts in Camtasia Studio creates a similar effect. However, arrows and [callouts](#) in Camtasia Studio can be edited.

Add drawing effects like arrows and circles over the screen as your record with ScreenDraw.

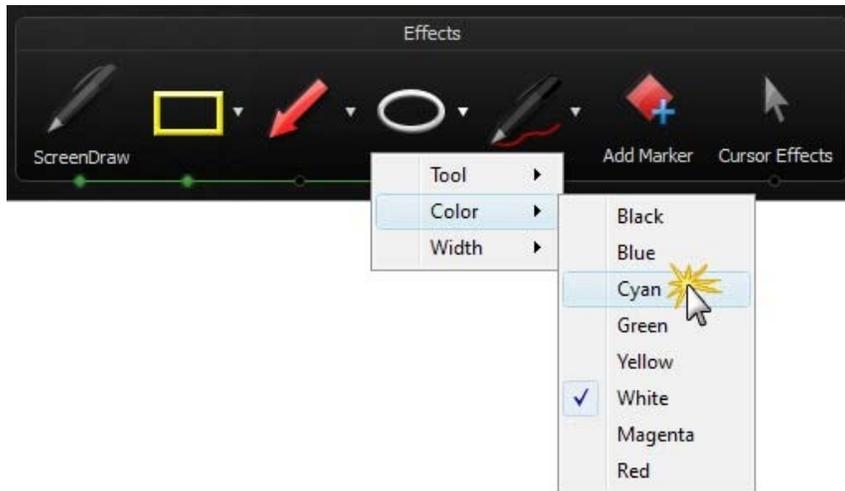


Use ScreenDraw While Recording (Custom Dimensions)

1. Open Recorder.
2. Select **Tools > Recording Toolbars > Effects toolbar**.
3. Click the **Record** button to begin recording. After the countdown, the ScreenDraw option appears.
4. Click the **ScreenDraw** button on the Effects toolbar.



5. The ScreenDraw tools expand. Select a tool and click and drag to draw on the screen.
6. To change the default tools, select an option from the dropdown list next to a tool on the Effects toolbar.



7. To undo the last ScreenDraw action, press **<CTRL + Z>**.
8. To exit ScreenDraw mode, press **<ESC>** or **<CTRL + SHIFT + D>**.

Use ScreenDraw While Recording (Full Screen)

1. Open Recorder.
2. Select **Tools > Recording Toolbars > Effects toolbar**.
3. Click the **Record** button to begin recording. After the countdown, press **<CTRL + SHIFT + D>** to enable ScreenDraw.
4. Use the [ScreenDraw hotkeys](#) to select tools, tool width, shape, and color.
5. Click and drag with to draw on the screen.
6. To undo the last ScreenDraw action, press **<CTRL + Z>**.
7. To exit ScreenDraw mode, press **<ESC>** or **<CTRL + SHIFT + D>**..

ScreenDraw Hotkeys

When recording the full screen, use the ScreenDraw hotkeys to enable ScreenDraw and to change the tools. You can change the tool, color, or width of the drawing tools.

| Option | Hotkey |
|--------------------------|------------------|
| Enable ScreenDraw | CTRL + SHIFT + D |
| Tool Width | 1 through 8 |
| Shape | |
| Frame | F |
| Highlight | H |
| Ellipse | E |
| Pen | P |
| Line | L |
| Arrow | A |
| Color | |
| Black | K |
| Blue | B |
| Cyan | C |
| Green | G |
| Yellow | Y |
| White | W |
| Magenta | M |
| Red | R |
| Undo | CTRL + Z |
| Redo | CTRL + Y |
| Exit ScreenDraw | ESC |

See also:

- ▶ [Record a Webcam in Camtasia Recorder](#)
- ▶ [The .CAMREC Recording File](#)

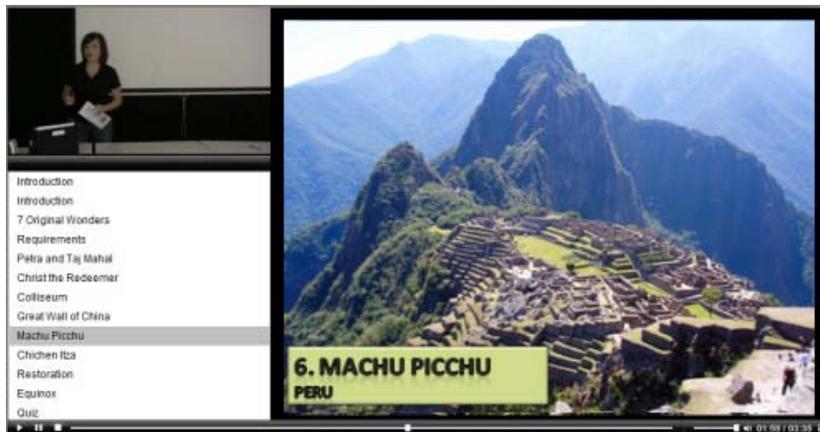
- ▶ [Show or Hide Recording Toolbars](#)
- ▶ [Add Markers While Recording](#)
- ▶ [Add a System Stamp While Recording](#)
- ▶ [Add a Caption While Recording](#)
- ▶ [Add Mouse Click Sounds While Recording](#)
- ▶ [Add a Cursor Effect While Recording](#)
- ▶ [Record a PowerPoint Presentation](#)



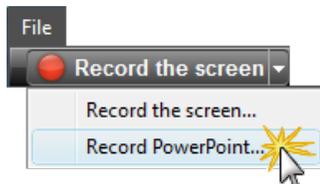
Recorder : Record a PowerPoint Presentation

Record a PowerPoint Presentation

Use the Camtasia Studio PowerPoint Add-in to record and produce PowerPoint presentations from within Microsoft PowerPoint®.



1. In Camtasia Studio, choose **Record PowerPoint** from the **Record the Screen** menu:



2. Microsoft PowerPoint® opens. Open a PowerPoint presentation to record.
3. Select the recording options from the PowerPoint Add-in Toolbar.
 - To record voice narration, enable **Record Audio** .
 - To record camera video (Picture-in-Picture), enable **Record Camera** .
 - To preview the camera stream while recording, enable **Camera Preview** .
 - Click **Camtasia Studio recording options**  to change the settings. See [PowerPoint Add-In Options](#).
4. Click the **Record** button .
5. The presentation opens in presentation mode. A Camtasia Studio dialog opens in the lower right corner of the screen. Click the **Click to begin recording** button.



6. Progress through the PowerPoint presentation slides.
7. To stop the recording before the last slide, press **<ESC>**. To stop the recording at the end of the presentation, click **Stop recording**.
8. Enter a file name and location and click **Save**. The presentation recording saves as a Camtasia Studio recording file (.camrec).

PowerPoint Add-In Hotkeys

| Option | Hotkey |
|--------|--------------------|
| Record | CTRL + SHIFT + F9 |
| Pause | CTRL + SHIFT + F9 |
| Stop | CTRL + SHIFT + F10 |

See [PowerPoint Recording Tips](#).

PowerPoint Recording Tips

Use the following tips for best results when recording and sharing a PowerPoint presentation.

- ▶ Best Font: 32 Arial
- ▶ Use Sans serif fonts
- ▶ Use high contrasts: Either a light background with a dark font or a dark background with a light font
- ▶ Use simple backgrounds
- ▶ Spell check before recording
- ▶ Use the Notes option – import slide notes into Camtasia Studio as captions
- ▶ Use Title placeholders – title text imports into Camtasia Studio as table of contents markers
- ▶ Use well-cropped images
- ▶ Use simple animations
- ▶ Add transitions between slides in PowerPoint, not Camtasia Studio. Use the same transition throughout the entire presentation.

See also:

- ▶ [Record a Webcam in Camtasia Recorder](#)
- ▶ [The .CAMREC Recording File](#)
- ▶ [Show or Hide Recording Toolbars](#)
- ▶ [Add Markers While Recording](#)
- ▶ [Add a System Stamp While Recording](#)
- ▶ [Add Mouse Click Sounds While Recording](#)
- ▶ [Add a Cursor Effect While Recording](#)
- ▶ [Draw on the Screen While Recording \(ScreenDraw\)](#)
- ▶ [Record a PowerPoint Presentation](#)



Enable the PowerPoint Add-In

Use the Camtasia Studio PowerPoint Add-in to record and produce PowerPoint presentations from within Microsoft PowerPoint®.



In the Camtasia Studio installation, the add-in is enabled by default. You can enable the add-in at a later time by selecting **Camtasia Studio > Tools > Options > PowerPoint tab > Enable PowerPoint Add-in**.

PowerPoint Add-In Options

Microsoft PowerPoint® 2007 > Add-ins tab > PowerPoint Add-in toolbar > Options button

Microsoft PowerPoint® 2003 and earlier versions > PowerPoint Add-in toolbar > Options button

The screenshot shows the 'Camtasia Studio Add-in Options' dialog box with several callouts:

- Start recording paused:** Allows you to make final adjustments to the audio volume.
- Video frame rate:** More frames per second usually produces smoother videos with larger file sizes.
- Capture system audio:** By default, system audio is captured.
- Include watermark:** Include a permanent watermark in the recording. You can also add a watermark in the Production Wizard in Camtasia Studio.
- Audio source and volume level:** Select the audio source and volume level.

See also:

- ▶ [PowerPoint Add-In Watermark Options](#)
- ▶ [Advanced Video and Audio Setup Options](#)



PowerPoint Add-In Watermark Options

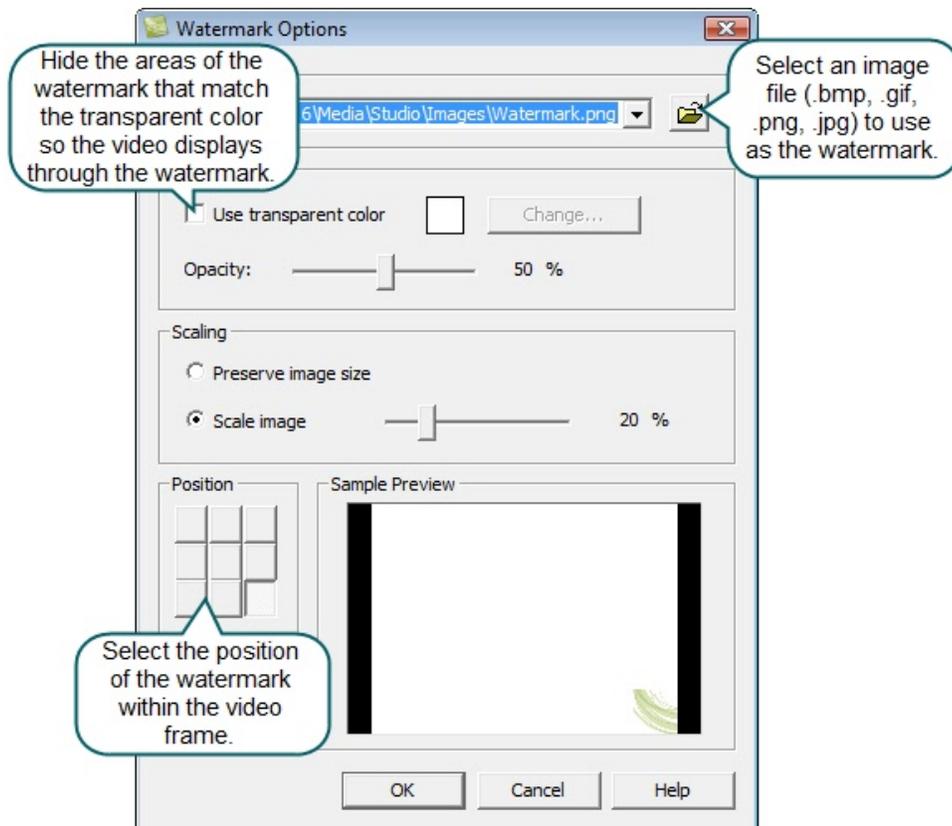
Microsoft PowerPoint® 2007 > Add-ins tab > PowerPoint Add-in toolbar > Options > enable Include Watermark > Watermark button

Microsoft PowerPoint® 2003 and earlier versions > PowerPoint Add-in toolbar > Options > enable Include Watermark > Watermark button

Add a watermark to:

- ▶ Identify the video owner/creator.
- ▶ Protect intellectual property.
- ▶ Brand a video with a company's or institution's logo.

You can also add a watermark in the Production Wizard in Camtasia Studio.



See [PowerPoint Add-In Options](#).



Recorder : Record a PowerPoint Presentation : Enable the PowerPoint Add-In : Advanced Video and Audio Setup Options

Advanced Video and Audio Setup Options

Microsoft PowerPoint® 2007 > Add-ins tab > PowerPoint Add-in Toolbar > Options > Advanced

Microsoft PowerPoint® 2003 and earlier versions > PowerPoint Add-in toolbar > Options > Advanced

| Option | Description |
|---------------------------------|---|
| Video Codec | Displays the selected video codec. Click the Video Setup button to change the codec settings. |
| Audio Device | Select an audio input device. |
| Audio Codec | Displays the audio codec selected in the Audio Format dialog box. |
| Audio Format | Displays the audio format selected in the Audio Format dialog box. |
| Audio Setup Wizard | Open the Audio Setup Wizard to set up and adjust the audio for the recording. |
| Save as CAMREC | Save the PowerPoint recording as a Camtasia Studio Recording file (.camrec). |
| Save as AVI with a project file | Save as an .avi file to immediately share the recording outside of Camtasia Studio. Use the Camtasia Studio project file (.camproj) to edit and produce the recording file. |
| Defaults | Restore the PowerPoint Add-in default settings. The default settings are recommended for most recordings. |

See [PowerPoint Add-In Options](#).



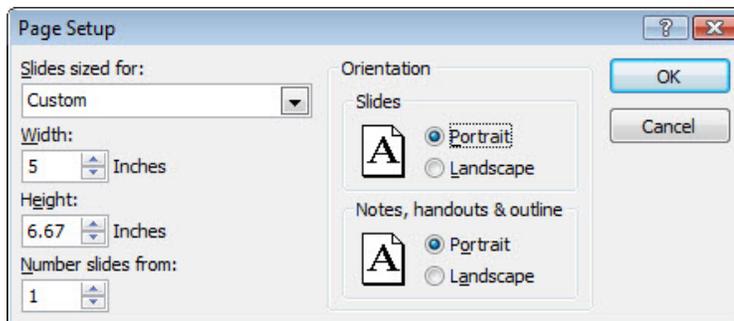
Recorder : Record a PowerPoint Presentation : Save PowerPoint Slides as Images

Save PowerPoint Slides as Images

You can save PowerPoint slides as images to import into Camtasia Studio. If you make a mistake in the voice narration or find a typo in a slide, you can easily fix the error without needing to record the entire presentation again.

1. Open the PowerPoint presentation.
2. If you know the dimensions you plan to produce your Camtasia Studio video as, resize the PowerPoint slides to match. Use the [chart](#) below to convert the height and width (in inches) to the output dimensions (in pixels) for the final video.

For example, if you plan to produce the final video at 640 x 480 pixels, enter 6.67 in the **Height** field and 5 in the **Width** field.



- In Microsoft PowerPoint® 2007, select **Design tab > Page Setup**.
 - In Microsoft PowerPoint® 2003 and earlier versions, select **File > Page Setup**.
3. To save the slides as images:
 - In Microsoft PowerPoint® 2007, select **Office button > Save As > PowerPoint Presentation**.
 - In Microsoft PowerPoint® 2003 and earlier versions, select **File > Save As**.
 4. The Save As dialog box appears. From the **Save as type** dropdown, select an image format (.bmp, .gif, .jpg, .png) and click **Save**.
 5. Click **Every Slide** or **Current Slide Only** from the dialog that appears.

Pixels to Inches Conversion

| Pixels | | Inches | | Ratio |
|--------|--------|--------|--------|-------|
| Width | Height | Width | Height | W/H |
| | | | | |

| | | | | |
|------|-----|-------|------|------|
| 320 | 240 | 3.34 | 2.5 | 1.33 |
| 400 | 300 | 4.17 | 3.13 | 1.33 |
| 480 | 320 | 5 | 3.34 | 1.5 |
| 640 | 480 | 6.67 | 5 | 1.33 |
| 720 | 480 | 7.5 | 5 | 1.5 |
| 800 | 600 | 8.34 | 6.25 | 1.33 |
| 936 | 624 | 9.75 | 6.5 | 1.33 |
| 1008 | 672 | 10.5 | 7 | 1.5 |
| 1024 | 768 | 10.67 | 8 | 1.33 |
| 1080 | 720 | 11.25 | 7.5 | 1.5 |
| 1280 | 720 | 13.34 | 7.5 | 1.77 |

Record a PowerPoint Presentation without the Add-in

After you save the PowerPoint slides as individual images, you can create the presentation in Camtasia Studio.

1. In Camtasia Studio, select **Import Media**.
2. Select the image files saved from the PowerPoint presentation and click **Open**.
3. The images of the slides import into the Clip Bin. Drag the images onto the Timeline in the desired sequence.
4. The *Project Settings* dialog appears. Enter the dimensions into the **Width** and **Height** fields and click **OK**.
5. In the Task List, select **Voice narration**.
6. Begin recording [voice narration](#). Click the **Extend Current Frame** button to extend the slide's duration to match the voice narration.
7. Click **Finished**.



Recorder : Recorder Tips

Recorder Tips

Plan Your Recording

Consider the following before creating a video:

- ▶ **Who is your audience?**
 - What connection speed is the majority of your audience on?
 - Does your audience have access to audio? Do you need to include captioning?
 - Will this go to a worldwide audience?
 - Does your audience have any vision impairments?
- ▶ **What is the purpose of the video?**
 - Common troubleshooting issue for employees
 - Recorded lecture for students who missed the class or want to review later
 - Software Demonstration
 - Marketing promotional video
- ▶ **How do you plan to distribute the video?**
 - Will you distribute the video on a Web site, blog, company network, CD-ROM, DVD, iPod/iPhone, specific media player, media hosting site, etc.?
 - It is important to select the appropriate settings to optimize your video for the desired distribution method. Settings such as video dimensions, file size, and file format are important when creating a video. Use the presets in the *Project Settings* dialog box and in the Production Wizard to help you select the appropriate settings for the desired distribution.

Recording Tips

▶ **Create a Recording Standard**

What dimensions will you record at: Full screen or Custom? Will your videos highlight the cursor?

▶ **Practice, Practice, Practice**

Practice is the key to creating professional videos. It takes practice to learn how to move the cursor or open applications so they appear in the recording area. Also, practice to get the positioning of the Recorder, Web browser, or application just right.

▶ **Be Patient**

A one minute video can take two or three minutes to record for an experienced user while a beginner may need 30 minutes or longer to get it right.

▶ **Clean-Up**

Camtasia records anything on your screen. Clean up your Web browser and desktop by closing or removing nonessential applications, browser toolbars, and desktop icons. A plain background on your desktop is better than busy wallpaper.

▶ **No Pop-Ups!**

If you do not want to record pop-up windows, make sure to turn off pop-ups by using a pop-up blocker or your browser's built-in pop-up blocker.

▶ **Make Multiple Short Clips Using Camtasia Recorder**

Then, import the short clips into Camtasia Studio to join into a longer production. Use the same dimensions for each clip. Leave plenty of time for extra takes.

▶ **Watch the Mouse**

Normal mouse and cursor movement can appear jerky, hesitant, or too fast in the recording. To eliminate some of these issues, practice using the mouse around the screen in a slow, fluid motion.



Recorder : Recorder Tips : Camtasia SmartFocus™ Recording Tips

Camtasia SmartFocus™ Recording Tips

Apply Camtasia SmartFocus™ during the editing process in Camtasia Studio. SmartFocus automatically generates Zoom-n-Pan keyframes for clips on the Timeline.

When recording in Camtasia Recorder version 5.0 or later, SmartFocus collects data about the actions completed and the cursor movement in the recording. SmartFocus predicts where to add Zoom-n-Pan keyframes in the recording, saving you the time it takes to manually add Zoom-n-keyframes.

If you plan to apply SmartFocus during the editing process, use the following recording tips to help SmartFocus predict where to apply the zoom effects:

- ▶ **Slow down.** Use slow, deliberate mouse movements. Do not click around the screen too fast.
- ▶ **Record at full screen dimensions and produce at smaller dimensions.** SmartFocus is ideal for cases when you need to record at full screen or large dimensions, but want to produce the final video at smaller dimensions (640 x 480 or smaller is recommended). For example, if you record a full screen application and then produce the final video for distribution on an iPod, the full screen recording is not viewable at iPod dimensions (320 x 240) without zooming.
- ▶ **Record clips longer than 30 seconds.** SmartFocus is optimized for recordings longer than 30 seconds. For shorter clips, you can manually add Zoom-n-Pan keyframes.
- ▶ **Hover the cursor where you want the viewer to look.** Keep the cursor still on the area of focus in the recording. For example, if you want the viewer to focus on a hyperlink, place the cursor on or near that area as you speak and then click.
- ▶ **Do not “talk” with the cursor.** Do not move the cursor around the screen as you speak. Try to keep the cursor still in the area of focus in the recording.
- ▶ **Keep the cursor close when entering text.** SmartFocus may not predict the correct action if you click in a text box, move the cursor to the other side of the screen, and then start talking. If you want the viewer to see what is typed into the text box, keep the cursor in the text box.
- ▶ **Use the mouse scroll wheel (if applicable).** Try using the mouse scroll wheel instead of clicking and dragging on the scroll bar. SmartFocus may zoom in on the scroll bar instead of the content scrolling. For example, use the

mouse scroll wheel when scrolling long Web pages.



Recorder : Recorder Tips : Recording Equipment

Recording Equipment

| I want to record... | Equipment |
|-----------------------------------|--|
| Audio | Microphone  Recommend a USB microphone. A lapel microphone works well for presentations when you do not want the microphone to appear in the camera. |
| | Sound card |
| Camera video (Picture-in-Picture) | Web camera or other recording device. |

