TechSmith

Edit and Add Effects to Your Video

Use Camtasia Editor to arrange and edit clips on the timeline to build your video. The timeline is the primary working area for editing your video. You can **import images**, **recording files**, **video clips**, and **audio** into editor to include on the timeline.

There are several components within Camtasia Editor including the **Clip Bin**, **Library**, **Preview Window**, **Timeline**, and task tabs used to **add and edit effects**. Before you begin to use Editor, take a few minutes to f**amiliarize yourself with these components**. You'll also want to learn how to **create and manage video projects**.
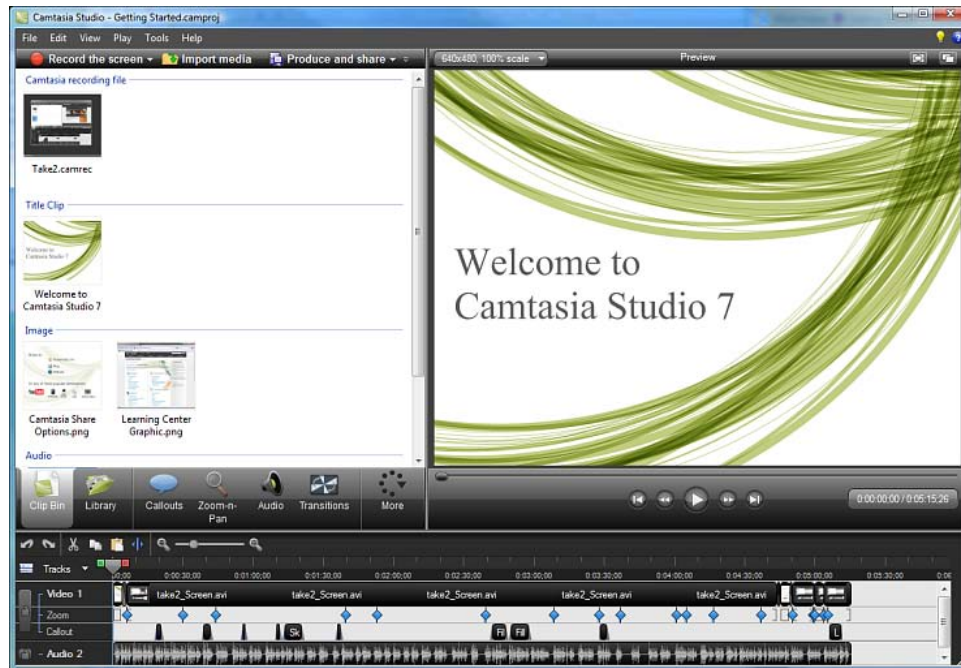
Crucial Steps for Success: Complete Your Video in this Order

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, to ensure success, the order below should still be followed.

For example, always import all the media and arrange it on the timeline before you begin to edit the audio.

Or, edit the audio on the timeline before you add a title clip or transition.

1. **Import images, recording files, video clips, and audio** and arrange the clips on the timeline.
2. Make basic edits to the clips on the timeline. **Cut** and **split clips**, move clips, **add markers**, etc.
3. **Record camera video (webcam)** or add a video clip as a **Picture-in-Picture (PIP)** on the timeline.
4. Edit the **audio**.
5. Add **voice narration**
6. Add **title clips** and **transitions**.
7. Apply **SmartFocus** and add **Zoom-n-Pan keyframes** to zoom in on the recording to draw viewers' attention to specific action in the video.
8. Add other effects such as **callouts**, **captioning**, **Flash quizzes or surveys**.

Continue with these Editor topics:

▶ **Manage Video Projects**
▶ **Camtasia Editor**
▶ **Clip Bin**
▶ **Library**
▶ **Timeline**
▶ **Navigate the Timeline**
▶ **Audio**
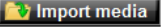▶ **Video Effects**

Manage Video Projects

By default, you create a Camtasia project file (.camproj) when working on your video. A project is created automatically when you open Editor to create a new video or, if you choose the **Save and Edit** option after recording.

A Camtasia Studio project file (.camproj) saves of all media in the Clip Bin, clips and effects on the timeline, any editing completed on the timeline, and the editing dimensions.

With a .camproj file, you can:

▶ Continue work on a video at a later time.
▶ **Share the .camproj file with others** for collaboration on a video. Or, zip up your project to move it to another computer.
▶ Produce and share your video to a number of popular video formats.

To Create a Camtasia Studio Project

1. Start a new project by selecting one of the following:
   ■ In Camtasia Editor, choose **File > New Project**.
   ■ After recording with Camtasia Recorder, select **Save and Edit** in the Preview Window.
   ■ After recording with the PowerPoint Add-in, select **Edit my recording** from the *Post-Save Options* dialog box.
2. To add other media, select **Import media** [Import media].
3. Arrange clips and elements on the timeline.
4. Save the Camtasia Studio project file (.camproj).

See also:

▶ **Import a Zipped Project**
▶ **Back up a Project Automatically (AutoSave)**
▶ **Export a Project as a Zip File**

Import a Zipped Project

When a zipped project is imported, Camtasia Studio unzips it to a folder that you choose. At that time, the project is ready to open within Camtasia Studio.

1. In Camtasia Studio, select **File > Import Zipped Project**.
2. The *Import Zipped Project File* dialog box appears. Click **Browse** and select a zipped project file.
3. Select a project folder.
4. Enable the **Open project after import** option to open the project in Camtasia Studio.
5. Click **OK**.

See also:

▶ **Back up a Project Automatically (AutoSave)**
▶ **Export a Project as a Zip File**
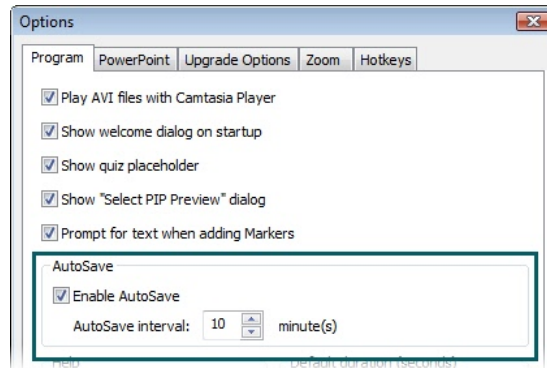▶ **To Create a Camtasia Studio Project**

Back up a Project Automatically (AutoSave)

AutoSave automatically saves a backup project file for recovery. AutoSave is **enabled** by default.

Change the AutoSave Interval

1. In Camtasia Studio, select **Tools > Options > Program tab**.

2. Enable the **AutoSave** option.
3. Enter the number of minutes between saves into the **AutoSave interval** field.
4. Click **OK**.

If you open the project after a crash or system failure, Camtasia Studio automatically recovers the last saved project file.

See also:

▶ **Import a Zipped Project**
▶ **Export a Project as a Zip File**
▶ **To Create a Camtasia Studio Project**

Edit and Add Effects to Your Video : Manage Video Projects : Export a Project as a Zip File

Export a Project as a Zip File

Use the **Export Project as Zip** option to create a zip file to transfer a project to a new location on a network, to save a back up copy of the project files, or to send the project file for collaboration.

Moving or deleting original files (for example, on a hard drive or network) that have been imported into the Clip Bin can break your Camtasia Studio projects. Before moving or deleting any files, open your video projects and export them as a **Camtasia Studio zipped project file**.

Be sure to select the **Include all files from the Clip Bin in zip** option. This creates a self contained project with backed up Clip Bin files.

To Create A Zipped Project

1. In Camtasia Studio, select **File > Export Project As Zip**.
2. The *Export Project as Zip* dialog box appears. Click **Browse** to select a location. Click **Save**.
3. Enable the **Include all files from Clip Bin in zip** option to include a copy of all media files in the Clip Bin within the zip file.
4. Click **OK**.

See also:

▶ **Import a Zipped Project**
▶ **Back up a Project Automatically (AutoSave)**
▶ **To Create a Camtasia Studio Project**

Edit and Add Effects to Your Video : Camtasia Editor

Camtasia Editor

1	Access to three of Editor's most used features: **Record the Screen**, **Import Media**, **Produce and Share** your video.
2	**Menu Options** Access project, import and batch options as well as many other important functions. For example: Snapping options, Playback controls, and User-to-User Forums
3	**Editing Dimensions** Select a dimension for editing your video. For the best results, choose the size you want your final video to be.
4	**Get help using Camtasia Studio 7** ▶ Choose **Help** > **Camtasia Studio Help** or click the help icon ◤ to open the help file. The help file contains tutorials and other valuable information to help you learn how to record, edit, produce, and share your video. ▶ Click the Learning Center icon ◤ to access training videos and sample projects on the techsmith.com website.
5	**Clip Bin** Holds all video, audio, and image clips imported into the current project.
6	**Library** Holds **timeline sequences**, video, audio, and image clips, and other assets to use from project to project.
7	**Task Tabs** Click a tab to access effects and editing options. Double-click an element (callouts, zoom keyframes, etc.) on the timeline to automatically open the related tab.
8	**More Tab** Click to access more task tabs.
9	**Timeline Toolbar** Access to basic editing tools such as undo and redo, **cut**, **split**, and more.
10	**Timeline Tracks** Represents the sequence of all clips and **effects** in a video. Each track holds one particular type of element. For example: callouts, cursor keyframes, or audio.
11	**Timeline** The primary working area used to assemble and **edit your video**.

See also:
- ▶ **Editing Dimensions**
- ▶ **Welcome Window**
- ▶ **Clip Bin**
- ▶ **Import Media into the Clip Bin**
- ▶ **Library**
- ▶ **Import Media into the Library**
- ▶ **Manage Library Content**
- ▶ **Export the Library as a Zip File (.LIBZIP)**
- ▶ **Import a Zipped Library File (.LIBZIP)**

Edit and Add Effects to Your Video : Camtasia Editor : Editing Dimensions

Editing Dimensions

View > Project > Editing Dimensions

The *Editing Dimensions* dialog box appears the first time you add a clip to the timeline. For full screen recordings or recordings made from standard or widescreen presets, the default setting works.

If other dimensions are preferred, choose the size you want your final video to be from the dropdown menu.
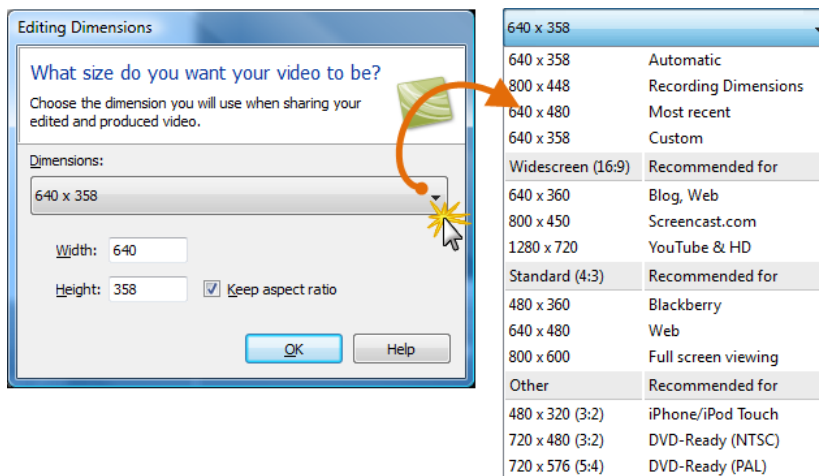
Dimension Presets

A preset contains common production settings optimized for your intended distribution method: Blog, CD, DVD-Ready, HD, iPhone, iPod, Screencast.com, Web, or YouTube. Select a preset to preview how your final video will look produced at the selected dimensions.

Custom Dimensions

- To enter a custom width and height for the editing dimensions, enter dimensions (in pixels) into the **Width and Height** fields.
- To maintain the original dimensions of the clip, select **Recording Dimensions**.

For best results with the **Custom** or **Recording Dimensions** options in the project settings, select **Custom production settings** in the Production Wizard.

See also:

- **Welcome Window**
- **Clip Bin**
- **Import Media into the Clip Bin**
- **Library**
- **Import Media into the Library**
- **Manage Library Content**
- **Export the Library as a Zip File (.LIBZIP)**
- **Import a Zipped Library File (.LIBZIP)**
- **Editor Preview Window**

Edit and Add Effects to Your Video : Camtasia Editor : Welcome Window

Welcome Window

🔵 Camtasia Studio > Help > Show Welcome Window	

The Welcome window appears when you open Camtasia Studio.

Record the Screen	Open Camtasia Recorder to record the screen.
Record Voice Narration	Opens the *Voice Narration* pane to **record voice narration**. Camtasia Studio synchronizes the voice narration with the clips on the timeline.
Record PowerPoint	Opens Microsoft PowerPoint® to **record a PowerPoint presentation**.
Import Media	Select the video, audio, or image file(s) to **import into the Clip Bin**.
Recent Projects	Displays the last three projects opened. To open another project, click the **more...** link.
Visit the Learning Center	Go the Camtasia Studio Learning Center on the Techsmith.com website.

See also:

▶ **Editing Dimensions**
▶ **Clip Bin**
▶ **Import Media into the Clip Bin**
▶ **Library**
▶ **Import Media into the Library**
▶ **Manage Library Content**
▶ **Export the Library as a Zip File (.LIBZIP)**
▶ **Import a Zipped Library File (.LIBZIP)**
▶ **Editor Preview Window**

Edit and Add Effects to Your Video : Camtasia Editor : Clip Bin

Clip Bin

The Clip Bin references all video, audio, and image clips imported into the current project. You can add multiple instances of a clip onto the timeline.

> 📌 Clips in the Clip Bin are not affected by any editing on the timeline. When you add a clip to the timeline, you create a copy of the source clip. For example, if you split a clip on the timeline, the split will not be reflected in the original clip in the Clip Bin.

⚠️ Moving or deleting original files (for example, on a hard drive or network) that have been imported into the Clip Bin can break your Camtasia Studio projects. Before moving or deleting any files, open your video projects and export them as a **Camtasia Studio zipped project file**.

Be sure to select the **Include all files from the Clip Bin in zip** option. This creates a self contained project with backed up Clip Bin files.
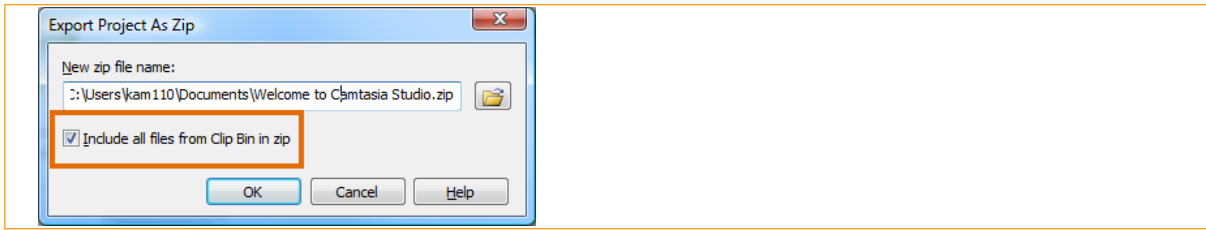
A produced video only includes the clips and elements on the timeline.

▶ To add a clip to the video, drag the clip from the Clip Bin onto the timeline or right-click on a clip and select **Add to Timeline**.

▶ Drag an audio clip from the Clip Bin onto the Audio 1, Audio 2, Audio 3, or PIP Audio tracks. Or, right-click on an audio clip and select **Add to Track** > **Audio 1**, **Audio 2**, **Audio 3**, or **PIP Audio**.
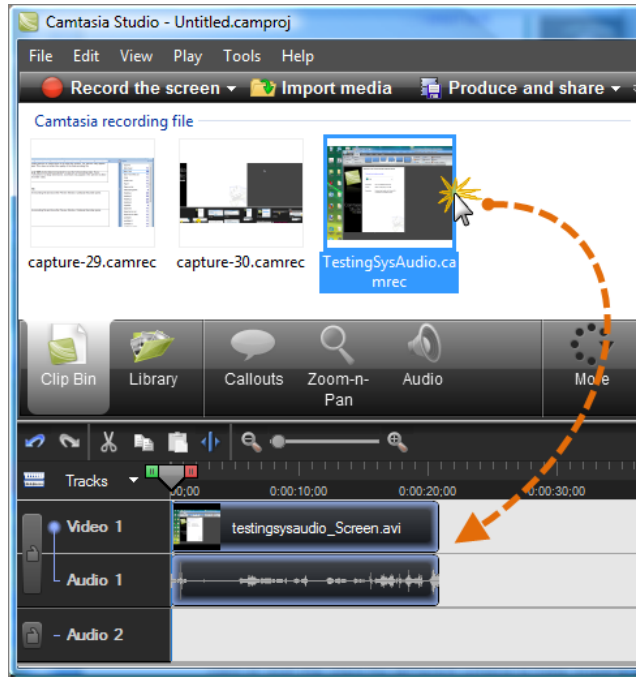

Continue with:

▶ **Change the Clip Bin View**
▶ **View Media Properties**
▶ **Sort Media in the Clip Bin**
▶ **Remove Unused Media in Clip Bin**
▶ **Import a Camtasia Studio Zipped Project**

Change the Clip Bin View

By default, the Clip Bin displays the clips as **Thumbnails sorted by Groups**. You can change the Clip Bin view or sort the clips by different criteria to help organize the Clip Bin.

To change the view, right-click in the Clip Bin and choose the view from the menu.
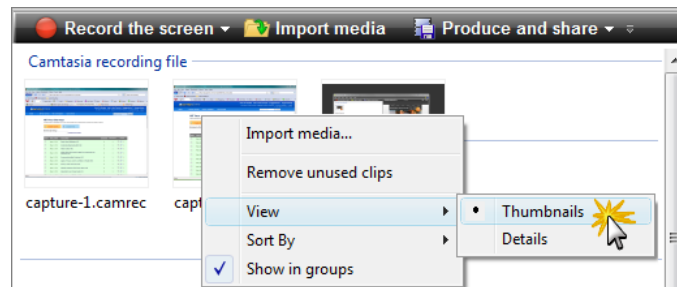
▶ **Thumbnail View**
   Display an image of the clips.
▶ **Details View**
   Provide detailed information about the clips, such as file size, dimensions, and duration.

View Media Properties

To view additional clip properties such as file name, location or size, right-click on a clip and select **Properties** from the context-menu.

Sort Media in the Clip Bin

By default, the Clip Bin organizes the clips into groups by media type. You can sort the clips in the Clip Bin by name or type.

To change the sort criteria, right-click in the Clip Bin and choose **Sort by** from the context menu.

| Import media... |
| Remove unused clips |
| View ▶ |
| Sort By ▶ • Name |
| ✓ Show in groups   Type |
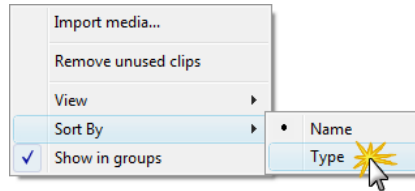
Remove Unused Media in Clip Bin

To remove any clips or media not being used on the timeline, right-click in the Clip Bin and choose **Remove unused clips** from the context menu.

Import a Camtasia Studio Zipped Project

When a Camtasia Studio zipped project is imported, it unzips it to a folder that you choose. At that time, the project is ready to open within Camtasia Editor.

1. In Camtasia Studio, select **File > Import Zipped Project**.
2. The *Import Zipped Project File* dialog box appears. Click **Browse** and select a zipped project file.
3. Select a project folder.
4. Enable the **Open project after import** option to open the project in Camtasia Studio.
5. Click **OK**.

See also:

▶ **Editing Dimensions**
▶ **Welcome Window**
▶ **Import Media into the Clip Bin**
▶ **Library**
▶ **Import Media into the Library**
▶ **Manage Library Content**
▶ **Export the Library as a Zip File (.LIBZIP)**
▶ **Import a Zipped Library File (.LIBZIP)**
▶ **Editor Preview Window**

Edit and Add Effects to Your Video : Camtasia Editor : Clip Bin : Import Media into the Clip Bin

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Import Media into the Clip Bin

Camtasia Studio adds imported media files into the Clip Bin.

You can import the following file formats into a Camtasia Studio project file (.camproj):

▶ Video files (.camrec, .avi, .mp4, .mpg, .mpeg, .wmv, .mov, .swf)

> Camtasia Studio does not support multiple tracks in a .mov. Camtasia Studio imports one video and one audio track from a .mov file.

> Only .swf files created from Jing or Camtasia Studio can be imported.

▶ Image files (.bmp, .gif, .jpg, .png)
▶ Audio files (.wav, .mp3, .wma)
▶ Zipped project files

⚠ Moving or deleting original files (for example, on a hard drive or network) that have been imported into the Clip Bin can break your Camtasia Studio projects. Before moving or deleting any files, open your video projects and export them as a **Camtasia Studio zipped project file**.

Be sure to select the **Include all files from the Clip Bin in zip** option. This creates a self contained project with backed up Clip Bin files.
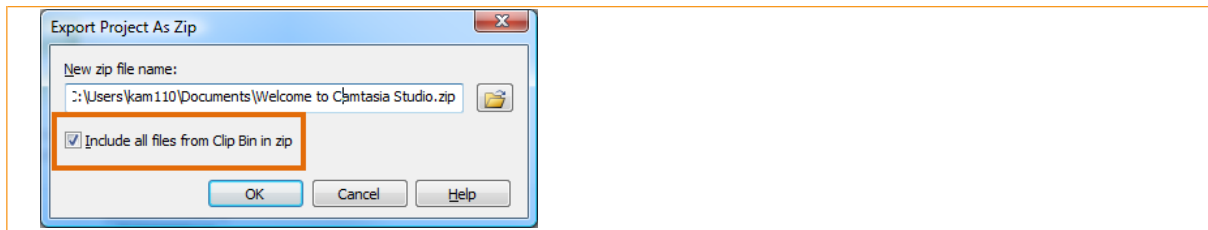
To Import Media into the Clip Bin

1. In Camtasia Studio, choose the Clip Bin tab.
2. Select **Import media** .
3. Select the file(s) to import. Hold **<CTRL>** to select multiple files.
4. Click **Open**. The media appears in the Clip Bin.

> To add a clip to the video, drag the clip from the Clip Bin onto the timeline or right-click on a clip and select **Add to Timeline**.

See also:

- **Editing Dimensions**
- **Welcome Window**
- **Clip Bin**
- **Library**
- **Import Media into the Library**
- **Manage Library Content**
- **Export the Library as a Zip File (.LIBZIP)**
- **Import a Zipped Library File (.LIBZIP)**
- **Editor Preview Window**

Edit and Add Effects to Your Video : Camtasia Editor : Library

Library

The Library holds **timeline sequences**, video, audio, and image clips that you want to use from project to project. Items in the Library are called media assets.

The Library comes pre-populated with media assets you use to add professional looking intros, outros, title clips, and more.

- To add a media asset to the video, drag the asset from the Library onto the timeline or right-click on an asset and select **Add to Timeline**.
- Drag an audio asset from the Library onto the Audio 1, Audio 2, Audio 3, or PIP Audio tracks. Or, right-click on an audio asset and select **Add to Track** > **Audio 1**, **Audio 2**, **Audio 3**, or **PIP Audio**.
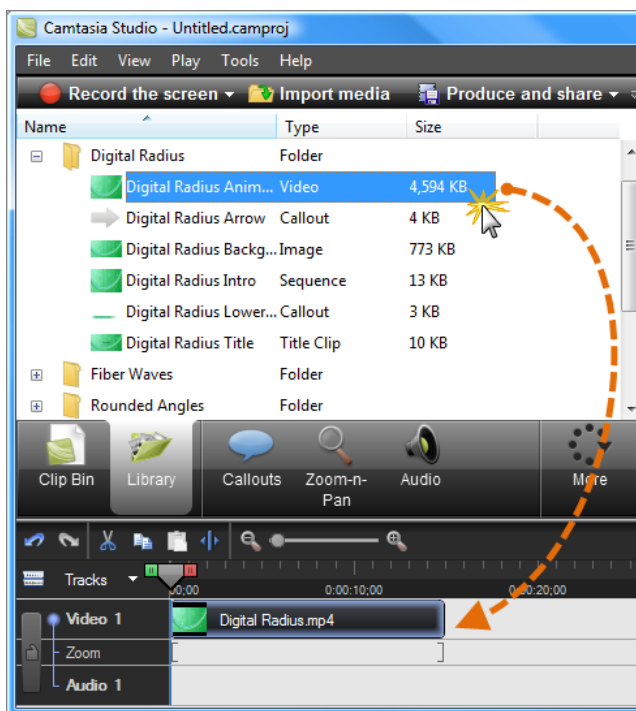
View Media Properties in the Library

To view additional properties such as file name, location or size, right-click on a Library asset and select **Properties** from the context-menu.

Sort Media Assets in the Library

You can sort media assets in the Library by name, type or size. To change the sort criteria, right-click in the Library and select **Sort by** from the context menu. Or, double-click a sort option at the top of the Library.
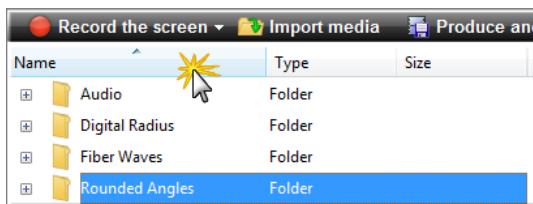
See also:

▶ **Import Media into the Library**
▶ **Manage Library Content**
▶ **Create Library Asset from Timeline Selection or Element**
▶ **Export the Library as a Zip File**
▶ **Import a Zipped Library File (.LIBZIP)**

Edit and Add Effects to Your Video : Camtasia Editor : Library : Import Media into the Library

Import Media into the Library

You can import the following file formats into the Library:

▶ Video files (.camrec, .avi, .mp4, .mpg, .mpeg, .wmv, .mov, .swf)

> Camtasia Studio does not support multiple tracks in a .mov. Camtasia Studio imports one video and one audio track from a .mov file.

> Only .swf files created from Jing or Camtasia Studio can be imported.

▶ Image files (.bmp, .gif, .jpg, .png)
▶ Audio files (.wav, .mp3, .wma)

> ► Zipped Library

1. In Camtasia Studio, choose the Library tab.
2. Select **Import media** [Import media] .
3. Select the file(s) to import. Hold **<CTRL>** to select multiple files.
4. Click **Open**. The asset appears in the Library.

> 📌 To add an asset to the video, drag it from the Library onto the timeline or right-click on an asset and select **Add to Timeline**.

How do you want to add assets to the Library?

When assets are added to the Library, they are added as a copy of the asset file or as a link to the asset file.

To select a default method for adding assets, choose **Tools** > **Options** > **Program** tab > **Library content group** box.

Each option is explained below.
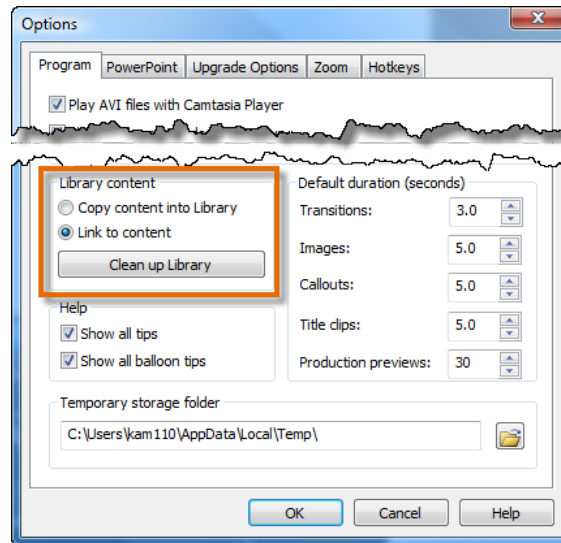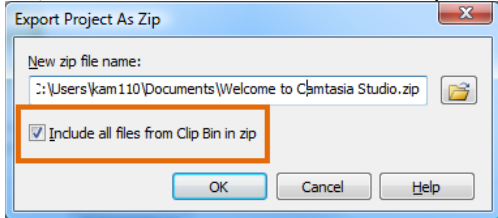
Copy Content into Library

This option places a copy of all assets into the Library. Since copied assets increase the file size of Camtasia Studio projects, it is best to only copy assets that will be used from project to project into the Library. Use the Clip Bin to hold the media files only needed for the current project.

> ► When adding a timeline selection (also called **timeline sequence**) to the Library as a copied asset, the entire video is added as a copy – not just the selected portion. Since this can increase the file size of your of Camtasia Studio projects, it is recommended that timeline selections be added to the Library as links – not copies.

> ⚠ Deleting Library assets can break other projects using those assets. Also, moving or deleting files that have been imported into the Library can break your Camtasia Studio projects. Before moving or deleting any files, open your video projects and export them as a **Camtasia Studio zipped project file**.
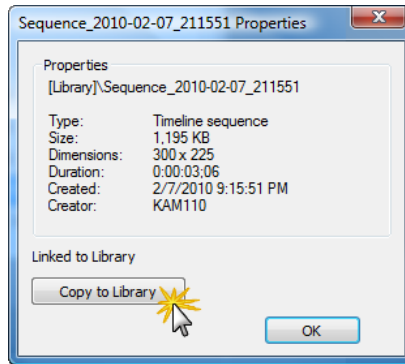>
> Also, be sure to select the **Include all files from the Clip Bin in zip** option. This creates a self contained project with backed up Clip Bin files.
>
>

Link to Content

This option links to the original asset file on a hard drive or network location. Since moving the asset from its original location will break projects that link to those files, it is recommended that assets be placed in a location where they will not be moved or accidently deleted.

> ► Deleting Library assets can break other projects using those assets. Before deleting any assets, open your other projects and export them as zipped files. This creates a self contained project with backed up Library assets.

> ► To change a linked asset into a copied asset, right click the asset in the Library and select Properties from the context menu.

Deleting Library assets can break other projects using those assets. Also, moving or deleting files that have been imported into the Library can break your Camtasia Studio projects. Before moving or deleting any files, open your video projects and export them as a **Camtasia Studio zipped project file**.

Also, be sure to select the **Include all files from the Clip Bin in zip** option. This creates a self contained project with backed up Clip Bin files.
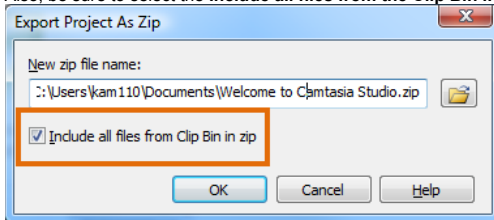
See also:
- **Library**
- **Manage Library Content**
- **Create Library Asset from Timeline Selection or Element**
- **Export the Library as a Zip File**
- **Import a Zipped Library File (.LIBZIP)**

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Edit and Add Effects to Your Video : Camtasia Editor : Library : Manage Library Content

Manage Library Content

There are several options available to help you manage the media assets in the Library.

Change an Asset Name

To change an asset's name, click once on the asset, pause for a moment then click again. The name becomes highlighted. Type the new name.

Create a Folder

Folders help keep your Library organized.

To create a folder, right-click in the area at the top of the Library tab. From the context menu, select **New Folder** then give your folder a name.
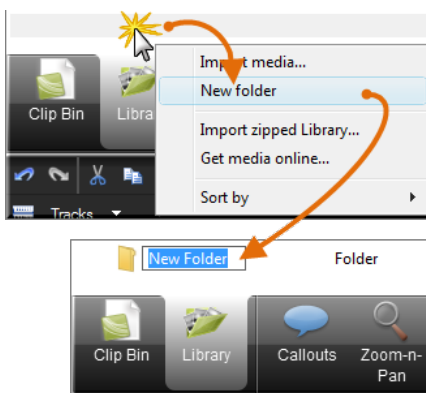
Add Assets to a Folder

To add an asset to a folder, click and drag an asset on top of a folder and drop it there.

> The Library does not support subfolder hierarchy.

Delete an Asset from the Library

To delete an asset from the Library or a folder in the Library, right-click the asset and select **Delete from Library** from the context menu. You will be prompted to confirm the delete.

> ⚠ Deleting Library assets can break other projects using those assets. Also, moving or deleting files that have been imported into the Library can break your Camtasia Studio projects. Before moving or deleting any files, open your video projects and export them as a **Camtasia Studio zipped project file**.
>
> Also, be sure to select the **Include all files from the Clip Bin in zip** option. This creates a self contained project with backed up Clip Bin files.
>
>
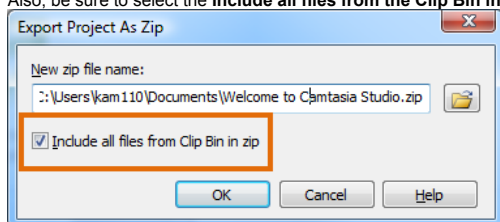
Delete a Library Folder

To delete a folder, right-click it and select **Delete from Library** from the context menu. You will be prompted to confirm the delete.

> ⚠ Deleting a Library folder that contain assets can break other projects using those assets. Also, moving or deleting files that have been imported into the Library can break your Camtasia Studio projects. Before moving or deleting any files, open your video projects and export them as a **Camtasia Studio zipped project file**.
>
> Also, be sure to select the **Include all files from the Clip Bin in zip** option. This creates a self contained project with backed up Clip Bin files.
>
>
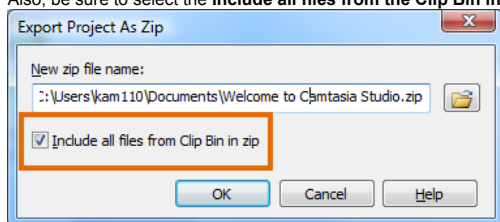
Clean Up Library

The **Clean Up Library** option removes any broken links, rebuilds the Library indexes, and updates your folders.

If you frequently add, delete, and move assets within the Library, it is good to perform this routine maintenance on a regular basis.

See also **Export the Library as a Zip File**.

> Once you perform the cleanup process, you cannot restore the Library to the previous version.

See also:

- ▶ **Library**
- ▶ **Import Media into the Library**
- ▶ **Create Library Asset from Timeline Selection or Element**
- ▶ **Export the Library as a Zip File**

▶ **Import a Zipped Library File (.LIBZIP)**

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Edit and Add Effects to Your Video : Camtasia Editor : Library : Create Library Asset from Timeline Selection or Element

Create Library Asset from Timeline Selection or Element

You can create Library assets from the content on the timeline. **Timeline sequences** may contain markers, zoom and pan keyframes, video, audio, callouts, and more.

▶ If you have a particular sequence you want to use at the beginning or end of every video that you make, create the sequence one time and save it to the Library to be used in other video projects.

▶ If your company uses a standard callout, title clip, or transition for their videos, add those elements to the **Library then export them** and share with everyone on your team.

When a timeline sequence is selected and saved in the Library, the entire video(s) is actually saved. When you drag the sequence to the timeline, only the selection that was saved will appear.

Add a Timeline Sequence

1. Make a selection on the timeline. Or, select a video clip, audio clip, or element ((callouts, zoom keyframes, etc.).
2. Right-click the selection.
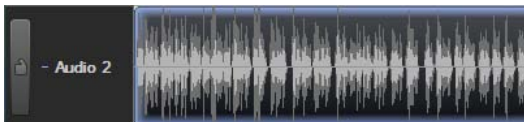3. Choose **Add to Library**.
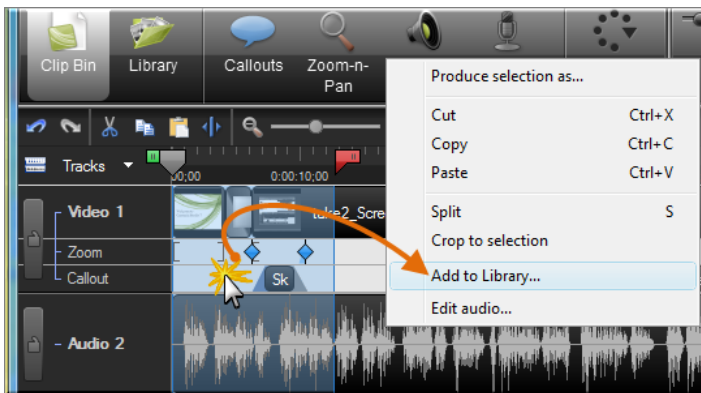
4. The sequence is added to the Library as an asset.
   ■ Click asset in Library to rename it.
   ■ Drag into a folder for better Library organization.
   ■ Drag to the timeline to include in the final video.

Add a Clip

To add just a video or audio clip to the Library:

1. Click the clip on the timeline to select it. When the clip is selected when it is highlighted in blue.

2. Right-click the clip.
3. Choose **Add to Library**.
4. The clip is added to the Library as an asset.
   ■ Click asset in Library to rename it.
   ■ Drag into a folder for better Library organization.
   ■ Drag to the timeline to include in the final video.

Add Timeline Elements

To add an element such as a zoom and pan keyframe or callout to the Library:

1. Right-click the element on the timeline.
2. Choose **Add to Library**.
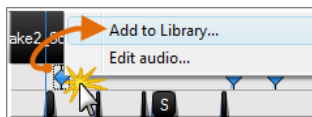
3. The clip is added to the Library as an asset.
   - ▪ Click asset in Library to rename it.
   - ▪ Drag into a folder for better Library organization.
   - ▪ Drag to the timeline to include in the final video.

See also:
▶ **Library**
▶ **Import Media into the Library**
▶ **Manage Library Content**
▶ **Export the Library as a Zip File**
▶ **Import a Zipped Library File (.LIBZIP)**

Edit and Add Effects to Your Video : Camtasia Editor : Library : Export the Library as a Zip File (.LIBZIP)

Export the Library as a Zip File (.LIBZIP)

If your company uses a certain callout, title clip, or transition for their videos, create those assets one time, add them to the Library, then export the Library as a zip (.libzip) to share with teammates.

You can also export a folder(s) or the entire library.

To Export Assets or the Entire Library as a Zip File

1. While in the Library:
   - ▪ Click on **one** asset file or a folder.
     -or-
   - ▪ To **select multiple files or folders**, hold down the <**Ctrl**> key and click on each file/folder.
     -or-
   - ▪ To export the **entire Library**, do not select any files.
2. Right-click on the one of the selected assets and choose **Export Library** from the context menu.
   - ▪ To export the entire Library, right-click any unselected asset and choose **Export Library** from the context menu.
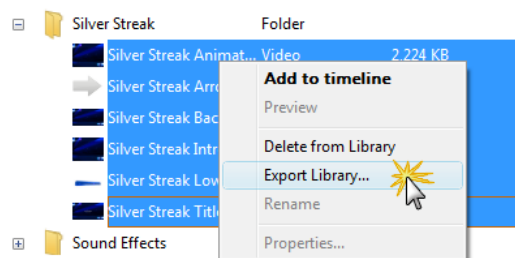
3. Accept the default location and file name or click the **Browse** button to choose a new location and name. Click **OK**.
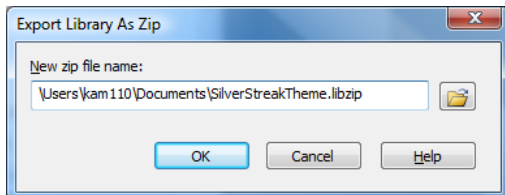
See also:
▶ **Library**
▶ **Import Media into the Library**
▶ **Manage Library Content**
▶ **Create Library Asset from Timeline Selection or Element**
▶ **Import a Zipped Library File (.LIBZIP)**
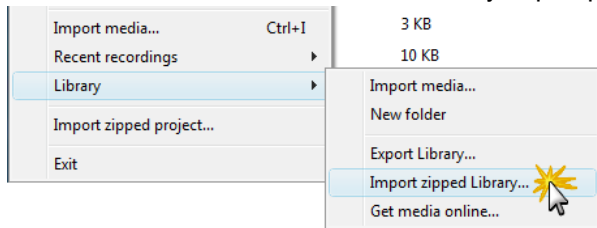
TechSmith

Import a Zipped Library File (.LIBZIP)

Import a zipped Library file (.libzip) to add media assets to your Library.
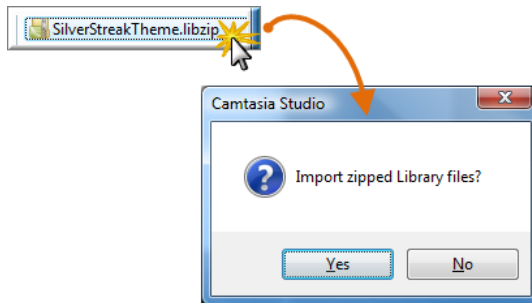
Import from Editor

1. From within Camtasia Studio's Editor choose **File** > **Library** > **Import zipped Library**.

2. The *Import Zipped Library* dialog box appears. Browse for and select a .libzip file. Click **Open**.
3. Click **OK** to begin the import.

Import from Windows Explorer

1. In Windows explorer, double-click a .libzip file.
2. A confirmation dialog box appears. Click **Yes** to begin the import.

See also:

▶ **Library**
▶ **Import Media into the Library**
▶ **Manage Library Content**
▶ **Create Library Asset from Timeline Selection or Element**
▶ **Export the Library as a Zip File**
▶ **Import a Zipped Library File (.LIBZIP)**

TechSmith

Editor Preview Window

The Preview Window plays clips from the Clip Bin, Library, or timeline.

▶ To preview a clip, double-click on a clip in the Clip Bin or Library.
▶ To preview the clip(s) on the timeline, click the **Play** button in the Preview Window controls.

⚠ The Preview Window might not always show the video exactly as it will play once it is produced. Clip speeds, zoom, callout, or transition durations, etc. might not play correctly in the Preview Window. To see exactly how a transition, callout, or other element will play, use the **Produce Selection As** option.

Preview Window Scale and Dimensions

For clips on the timeline, the Preview Window displays a preview of how the final video will look produced with the current dimensions selected in the *Editing Dimensions* dialog box.
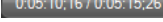
Select one of the following options from the dropdown menu in the upper left corner of the Preview Window:

▶ **100% Scale:** Displays the clips at the actual dimensions selected in the *Editing Dimensions* dialog box. If the dimensions are larger than the Preview Window, a scroll bar appears on the side and/or bottom of the Preview Window.

▶ **Shrink to fit (default):** Shrinks the video preview to display the entire video within the dimensions of the Preview Window.

▶ **Editing Dimensions:** Opens the Editing Dimensions dialog box to change the preset or custom dimensions selected.
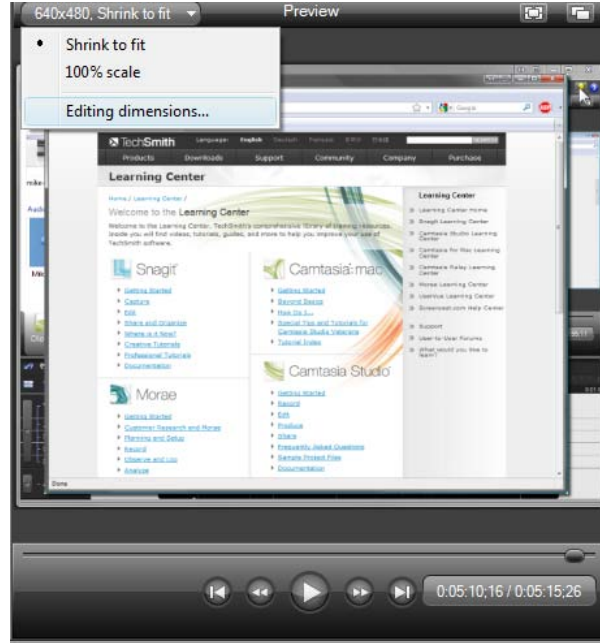
The buttons in the upper-right corner of the preview window allow you to view a full screen preview or detach the Preview Window.

Playback Controls

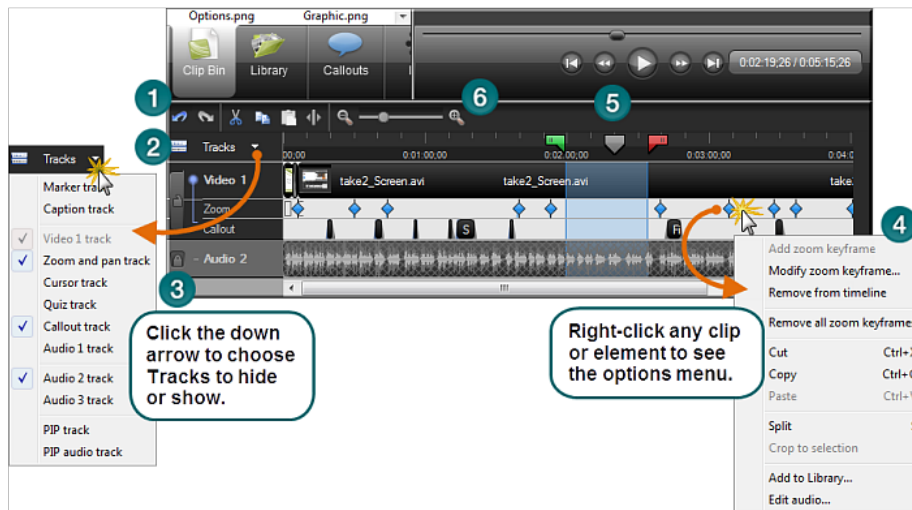| Preview Window Button	Option	Hotkey	Description
	Previous Clip	CTRL + ALT + Left Arrow	Move the scrubber to the beginning of the previous clip on the timeline.
	Step Backward	CTRL+ Left Arrow Hold the keys down to rewind.	Rewind the video frame-by-frame.
	Play/Pause	Spacebar	Start the video from the playhead/scrubber position. Click again to pause.
	Step Forward	CTRL + Right Arrow Hold the keys down to fast forward.	Fast forward the video frame-by-frame.
	Next Clip	CTRL + ALT + Right Arrow	Move the scrubber to the beginning of the next clip on the timeline.
	Scrubber		Indicates the playback progress on the timeline.
0:05:10;16 / 0:05:15;26	Time code		Shows the current position of the playhead within the duration of the timeline. The time code displays in Hours:Minutes:Seconds;Frames.

See also:

▶ **Editing Dimensions**
▶ **Welcome Window**
▶ **Clip Bin**
▶ **Import Media into the Clip Bin**
▶ **Library**
▶ **Import Media into the Library**
▶ **Manage Library Content**
▶ **Export the Library as a Zip File (.LIBZIP)**
▶ **Import a Zipped Library File (.LIBZIP)**

Edit and Add Effects to Your Video : Timeline

Timeline

Use the timeline to assemble and edit the video. The timeline represents the sequence of all clips and elements (callouts, zoom keyframes, etc.) in a video.

1	**Timeline toolbar**	Access basic editing options such as split, cut, copy, paste, zoom in, and zoom out.
2	**Tracks**	Represent the sequence of all clips and elements of a particular type in the video.
3	**Lock / Unlock Tracks**	Lock a track to prevent editing or other changes to the clips or elements on that track.
4	Context menus	Right-click on the timeline to view the editing options for a clip or element. The position of the playhead and the content on the timeline determine the options available in the context menu.
5	Playhead	Indicates the current frame selected on the timeline. The current frame displays in the Preview Window. ▶ Drag the green **In point** or red **Out point** to make a selection. ▶ Double-click the **gray playhead** to bring the points together again.
6	Time reference area & Zoom slider	References the time within the video. The tick marks on the ruler scale according to the timeline zoom level. To change the zoom level, grab the zoom slider and drag in either direction.

Timeline Toolbar

		Undo Will undo the last action in succession. This is an unlimited undo feature.
		Redo Will redo the last action in succession. This is an unlimited redo feature.
		Cut Selection Cuts a selection from the timeline. The cut portion can be pasted on the timeline.
		Copy Copies the selection or element to the Clipboard.
		Paste Paste the contents of the Clipboard on the timeline.
		Split Split a clip at the position of the playhead.
		Zoom in on the timeline. Zoom out on the timeline. Fully zoomed out shows the entire timeline.

To change the zoom level, click the zoom icons or grab the zoom slider and drag in either direction.

Timeline Tracks

A track represents the sequence of all clips and elements (callouts, zoom keyframes, etc.) of a particular type in a video.

Show or Hide a Timeline Track

By default, the Video and Audio 1 tracks display on the timeline. When you add a clip or effect to the timeline, the track automatically displays on the timeline. You can show or hide tracks as you work on the timeline.

> ⚠ Timeline edits will still affect hidden tracks. See **Lock or Unlock a Track**.

1. Click the **Tracks** button on the timeline toolbar.
2. Enable the track to display or click an enabled track to hide it.
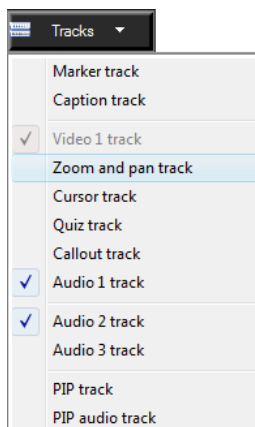
| Track	Description
Marker	Double-click on a marker to edit the marker name. See **Add a Marker**.
Caption	Shows a small portion of the caption text on the timeline. Double-click on a caption to open the *Captions* pane.
Video 1	Shows video clips including any .camrec recording files, title clips, and images.
Zoom	Shows any Zoom-n-Pan keyframes manually added or added by applying SmartFocus. The length of the blue tail on a keyframe represents the zoom duration. Double-click on a Zoom-n-Pan keyframe to open the *Zoom-n-Pan Properties* pane.
Cursor	Shows cursor data in the form of small tick marks. Manually added cursor keyframes are added to this track.
Quiz	Shows Flash quiz or survey placeholders.
Callouts	Shows callouts on the timeline. Multiple callout tracks display if you have multiple callouts on a single frame.
Audio 1	Shows the audio associated with the clips on the Video track. By default, the Video and Audio 1 tracks are linked. To edit the audio and video separately, see **Unlink Audio and Video Tracks**.
Audio 2	Shows additional audio clips added to the timeline. The audio displays as a waveform.
Audio 3	Shows additional audio clips added to the timeline. The audio displays as a waveform.
PIP	Shows the Picture-in-Picture (PIP) clips.
PIP Audio	Shows the audio associated with the clips on the PIP track. By default, the PIP video and Audio tracks are linked. To edit the PIP audio and PIP video separately, see **Unlink Audio and Video Tracks**.

Lock or Unlock a Track

Timeline edits apply to the clips and elements on every *unlocked* track. Locking a track prevents the editing of the clips and elements within the locked track.

For example, to decrease the volume for a selection on the Audio 1 and Audio 3 tracks, lock the Audio 2 track. When volume edits are made, Audio 2 will not be changed.

The Audio 2 track is locked and will not change when the Audio 1 and Audio 3 tracks are edited.
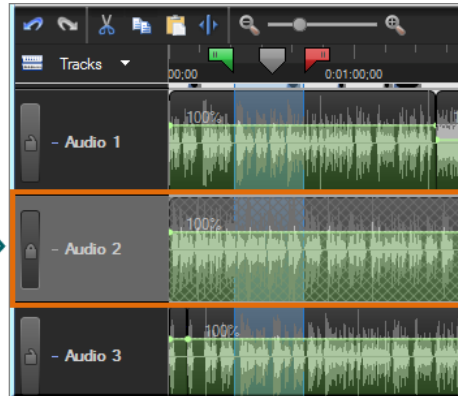
Lock a Track

Click the **Unlock** button [ ] next to the track name.

> ⚠ Timeline edits will still affect hidden tracks. See **Display a Timeline Track**.

Unlock a Track

Click the **Lock** button [ ] next to the track name.

Unlink Audio and Video Tracks

By default, the Audio 1 and Video 1 tracks and the PIP Audio and PIP Video tracks are linked together. This allows the audio and video to stay in synch if they are moved on the timeline.

> ⚠ Once unlinked, you cannot re-link the audio and video tracks.

To edit the video and audio components separately, click the Link icon to unlink the video and audio clips.

Click the blue dot to unlink the Video and Audio tracks.

Audio and video tracks are linked.

Audio and video tracks are unlinked.

Edit and Add Effects to Your Video : Timeline : Navigate the Timeline
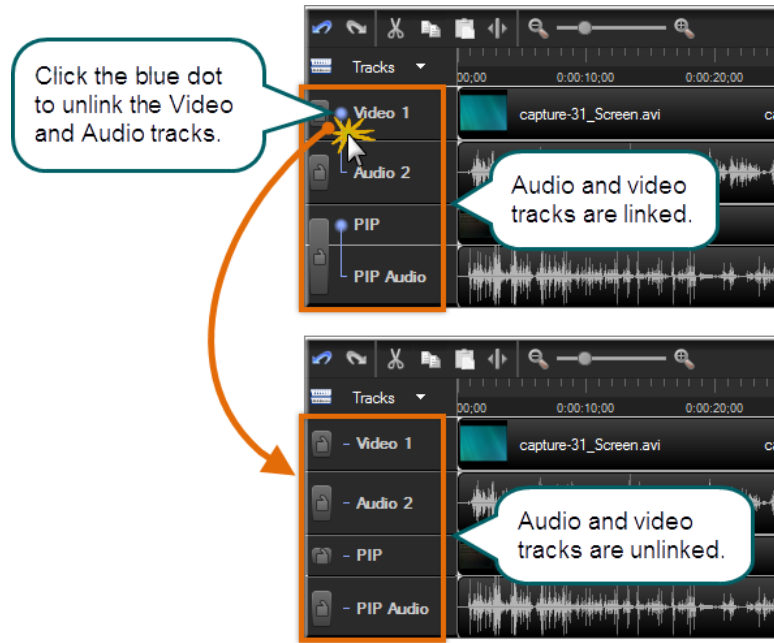
Navigate the Timeline

Search the Video on the Timeline

To search for a specific frame on the timeline:

▶ Click the **Play** button. Click the **Pause** button when the video reaches the desired frame.
▶ Drag the scrubber in the Preview Window to a specific location.
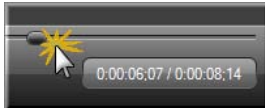
▶ Press the left or right arrow keys on the keyboard to move the playhead on the timeline to the desired frame.
▶ Click a location in the time reference area on the timeline. The playhead moves to that location.

Continue with:

▶ **Effects and Elements Hotkeys**
▶ **Timeline Navigation Hotkeys**

Timeline Navigation Hotkeys

Option	Hotkey
Previous Clip	CTRL + ALT + Left Arrow
Step Backward	CTRL + Left Arrow
	Hold the keys down to rewind.
Play/Pause	Spacebar
Stop	CTRL + ALT + Space
Step Forward	CTRL + Right Arrow
	Hold the keys down to fast forward.
Next Clip	CTRL + ALT + Right Arrow
Zoom In	CTRL + Plus
	Or
	CTRL + Mouse scroll wheel up
Zoom Out	CTRL + Minus
	Or
	CTRL + Mouse scroll wheel down
Zoom to Fit	CTRL + F9

	Or
	CTRL + SHIFT + Mouse scroll wheel down
Zoom to Maximum	CTRL + F11
	Or
	CTRL + SHIFT + Mouse scroll wheel up
Zoom to Selection	CTRL + F10
Select Next Clip	CTRL + SHIFT + ALT + Right Arrow
Select Previous Clip	CTRL + SHIFT + ALT + Left Arrow
Select from current position to the end of the timeline	CTRL + SHIFT + End
Select from current position to the beginning of the timeline	CTRL + SHIFT + Home
Select between markers	CTRL + SHIFT [
	Or
	CTRL + SHIFT]
Previous marker	CTRL + [
Next marker	CTRL +]
Jump to end of timeline	CTRL + End
Jump to beginning of timeline	CTRL + Home
Make a selection step-by-step	CTRL + SHIFT + Right
	Or
	CTRL + SHIFT + Left

Effects and Elements Hotkeys

The effects hotkeys allow you to add elements or effects (callouts, zoom keyframes, etc.) to the timeline with a keyboard shortcut.

To edit the element or effect once it is on the timeline, double-click it. The appropriate tab opens.

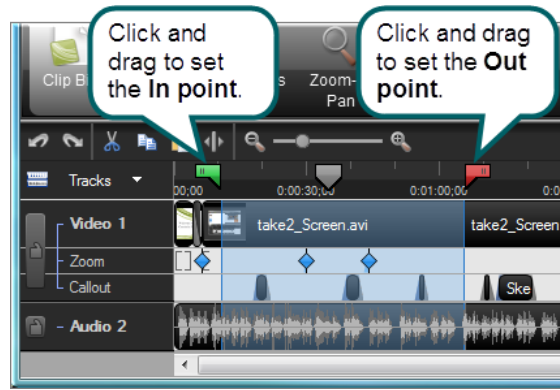Edit and Add Effects to Your Video : Timeline : Make a Selection
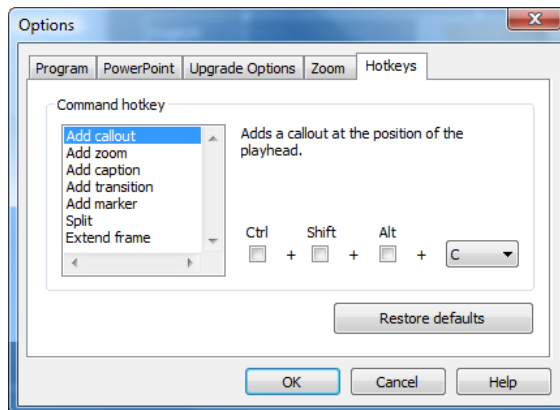
Make a Selection

Make a selection on the timeline to apply edits to specific areas of the video. For example, select a portion of the timeline to cut.

The playhead consists of three parts: the green **In point**, the red **Out point**, and the gray **playhead**. Drag the in and out points along the timeline to make a selection. Double-click the gray playhead to bring the in and out points together again.

1. Click a location on the timeline.
2. Click and drag the in or out points to make the selection. Use the zoom slider to get a better view of the timeline, if necessary. The selected area is highlighted in blue.
3. Perform the desired edit.

Cut a Selection

A Cut removes a selection from the timeline and puts it on the clipboard. The selection can then be pasted elsewhere on the timeline, if desired. You can cut within a single clip or across multiple clips.

> Edits on the timeline do not affect the clips in the Clip Bin. The Clip Bin maintains the original files.

> The playhead consists of three parts: the green **In point**, the red **Out point**, and the gray **playhead**. Drag the in and out points along the timeline to make a selection. Double-click the gray playhead to bring the in and out points together again.

1. **Lock any tracks** on the timeline that contain clips or elements you do not want to cut.
2. Drag the in or out points to make the selection. Use the zoom slider to get a better view of the timeline, if necessary. The selected area is highlighted in blue.
3. Click the **Cut Selection** button .
4. To paste the selection elsewhere on the timeline, move the playhead to a new location and click the **Paste** button .

Mark-In or Mark-Out a Video Clip

Mark-in or mark-out a clip to remove time from the beginning or end of a clip. The mark-in/mark-out option differs from the **Cut Selection** option in that the mark-in/mark-out option *hides* a portion of the clip instead of cutting it.
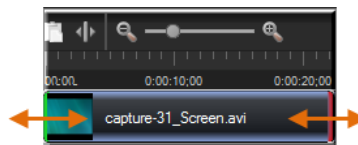
1. Click to select a clip on the timeline.
2. Hover the cursor over the beginning or end of the clip. The beginning of the clip will turn green and the end will turn red.
3. When the green or red highlight appears, grab the clip and drag in either direction.

Split a Clip

The **Split** tool divides one clip into two clips. You can move and edit each clip separately. Split clips to insert transitions, title slides, or graphics between scenes. Use the split tool when you do not want to cut or trim any of the clip.

> You cannot split callouts or transitions on the timeline.

> Edits on the timeline do not affect the clips in the Clip Bin. The Clip Bin maintains the original files.

1. **Lock any tracks** on the timeline that contain clips or elements you do not want to cut.
2. Position the playhead on the timeline.
3. Click **Split** or press **S**. The clip splits into two separate clips.

> Use caution when arranging and editing the split clips on the timeline. Both clips have the same name.

Extend the Frame of a Clip

The **Extend Frame** option extends the duration a frame displays on the timeline. Use this option to extend the video frame to match the length of the audio or voice narration.
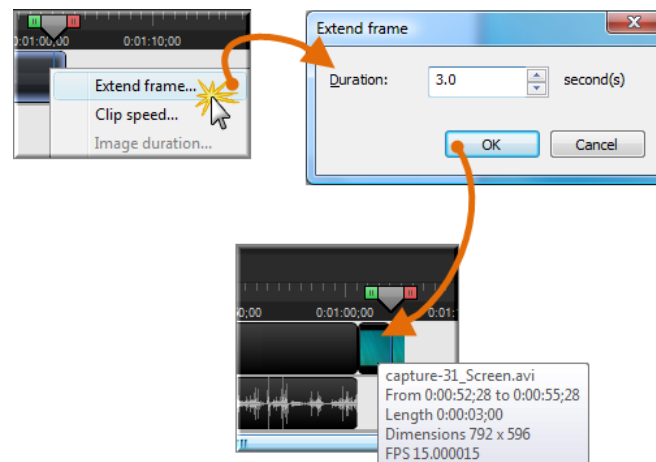
The **Extend Frame** option creates:

▶ A new clip that only contains one frame when you extend the frame at the beginning or end of a clip.
▶ Two new clips (one containing the extended frame and one containing the remainder of the original clip following the extended frame) when you extend the frame within a clip.

> You cannot extend the frame on a title clip, transition, or image. (Instead, use the **duration option**.)

1. Position the playhead to the frame to extend.
2. Right-click on the clip and select **Extend Frame** or press **E**.
3. The *Extend Frame* dialog box appears. Select the duration for the frame (in seconds).
4. Click **OK**.
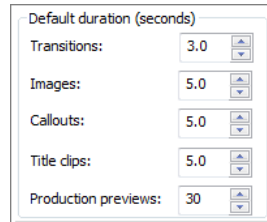
Change the Duration of a Clip or Element

To Change the Duration from the Timeline

Right-click an element (callouts, zoom keyframes, etc.) and select **Callout duration** from the context menu.

Change Element (callouts, zoom keyframes, etc.) Default Durations

To change the default duration, select **Tools** > **Options** > **Program** tab > **Default duration**.

- Transitions (3 seconds)
- Images, callouts, and title clips (5 seconds)
- Callouts (5 seconds)
- Title clips (5 seconds)
- Production preview (30 seconds)

Change Zoom Keyframe Default Duration

To change the default duration for Zoom-n-Pan keyframes, select **Tools > Options > Zoom tab > Default duration**.

- Zoom-n-Pan keyframes (1 second)

Extend the Duration of a Title Clip, Callout, or Image on the Timeline

1. Select the title clip or callout on the timeline.
2. Hover your cursor over the beginning or end of the title clip. Callout, or image. The beginning of the clip will turn green and the end will turn red.
3. When the green or red highlight appears, grab the clip and drag in either direction to extend the duration.

Edit and Add Effects to Your Video : Timeline : Adjust the Clip Speed

Adjust the Clip Speed

Adjusting the clip speed changes the playback speed of a clip. To view the clip speed changes, you need to **produce the video**.

> ⚠ Changing a video's clip speed is not recommended. It may cause your entire video to become out of sync with other elements on the timeline. If you want to simulate the passing of time in your video, use a transition instead.

> ⚠ Do not change the speed of a clip, if the clip includes audio. Changing the clip speed can cause the audio to become out-of-sync with the video.

1. Select a clip on the timeline.
2. Right-click on the clip and select **Clip Speed**.
3. The *Clip Speed* dialog box appears. Enter a percentage of the original clip speed (other than 100) to speed up or slow down playback.

   > 💡 100% is the original clip speed, 200% is 2 times the original clip speed, and 50% is half the original clip speed.

4. Click **OK**.
5. **Produce a selection** of the video to preview the clip speed changes.

Edit and Add Effects to Your Video : Timeline : Save the Current Frame as an Image

Save the Current Frame as an Image

Use the **Export Frame As** option to save the current frame in the Preview Window as an image file (.bmp, .gif, .jpg, or .png) for use in other applications such as Microsoft PowerPoint or Word.
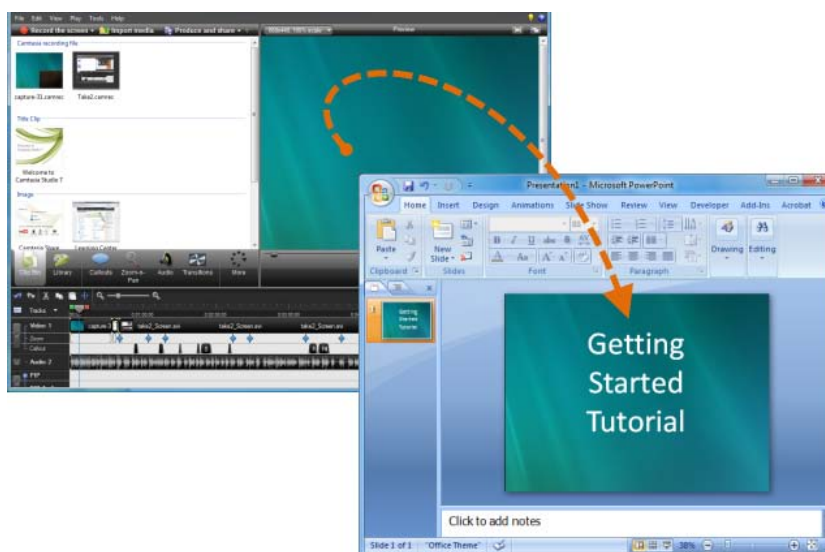
1. Position the playhead on the timeline.
2. Select **File** > **Produce special** > **Export frame as**
3. The *Export Frame As* dialog box appears. Enter a file name and select a file location.
4. Select a file format from the **Save as type** field.
5. Click **Save**.

Add a Marker

Add markers during a .camrec recording in Camtasia Recorder or while editing in Camtasia Studio. Insert markers to:

▶ Create navigation points. If you include a **table of contents** in the final video, the markers appear as table of contents entries.
▶ 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. See **Customize a Video Based on Markers**.

> Markers are associated with a time on the timeline – not a frame in the video.

Add a Marker in Camtasia Studio

1. Position the playhead on the timeline.
2. Select **Edit > Add a Marker** or press **M**.
3. The *Marker Name* dialog box appears. Enter a name and click **OK**. If you include a table of contents in the final video, the marker names appear as table of contents entries.

Camtasia Studio inserts a marker on the timeline on the Markers track.
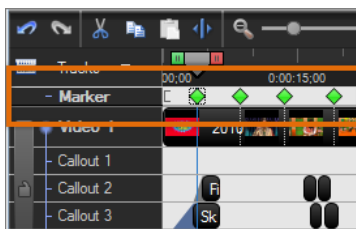
Marker Options

Option	How To
Move a marker	Drag the marker to a new location on the Markers track of the timeline.
Delete a marker	Right-click on a marker on the timeline and select **Delete From Timeline**.
Remove all markers from the timeline	Select **Edit > Remove All Markers**. Click **Yes** in the dialog that appears.
Edit a marker name	Double-click on a marker on the timeline.
Split at all markers	Automatically split clips on the timeline based on the marker

> locations. Camtasia Studio cannot split markers placed at the beginning of a clip, during a callout, during a transition, etc.
> Select **Edit > Split All Markers**.

See also:
- ▶ **Add Markers While Recording**
- ▶ **Customize a Video Based on Markers**
- ▶ **Customize the Flash Table of Contents**

Edit and Add Effects to Your Video : Audio

Audio

> Camtasia Studio Editor > Audio tab

Learn how to work with audio points, fade audio in or out, remove audio noise, and more. To access the audio options, click the Audio tab.

Adjusts the volume of the audio on the Timeline to a standard level.

Additional options remove audible mouse clicks, fix clipping, and optimize audio for a male or female voice.

Reduce background noise.

Tools for making volume adjustments.

Normal Audio on the timeline.
Double-click the audio track to make audio edits.

Audio on timeline when in edit mode.
The Audio tab opens to allow access to the edit options.

See also:
- ▶ **Move Audio Clips on the Timeline**
- ▶ **Fade Audio In or Out**
- ▶ **Adjust Volume Up or Down**
- ▶ **Replace Audio with Silence**
- ▶ **Even Out Audio Volume Levels**
- ▶ **Remove Noise from Audio**
- ▶ **Vocal Enhancements**
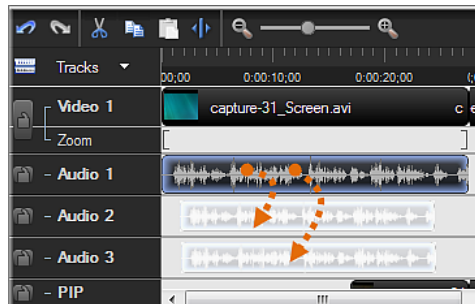- ▶ **Save Timeline Audio as MP3 or WAV File**

Move Audio Clips on the Timeline

💡 Drag an audio clip from the Clip Bin or Library onto the Audio 1, Audio 2, Audio 3, or PIP Audio tracks. Or, right-click on an audio clip and select **Add to Track** > **Audio 1**, **Audio 2**, **Audio 3**, or **PIP Audio**.
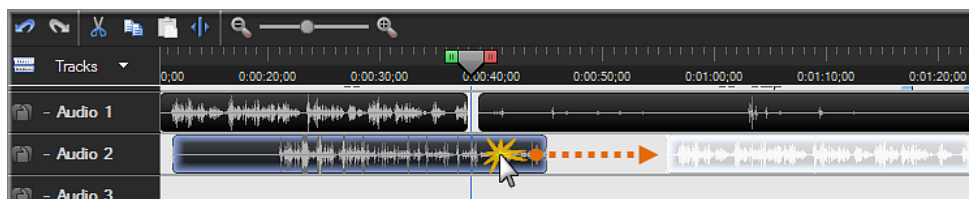
Move an Audio Clip to another Track

Click and drag the clip and drop on the desired track.

📌 To move an audio clip to or from the Audio 1 track or the PIP Audio track, you must first **Unlink Audio and Video Tracks**.

Move an Audio Clip to a New Position on the Current Track

Click and drag a clip along the track and drop at the desired position.

Move all Clips on a Track and Maintain Spacing between Clips

Hold down the **<SHIFT>** key and drag the clips along the track. All clips to the right of the selected clip shift.


See also:
- ▶ **Add, Remove, or Adjust an Audio Point**
- ▶ **Fade Audio In or Out**
- ▶ **Adjust Volume Up or Down**
- ▶ **Replace Audio with Silence**
- ▶ **Even Out Audio Volume Levels**

Add, Remove, or Adjust an Audio Point

💡 Drag an audio clip from the Clip Bin or Library onto the Audio 1, Audio 2, Audio 3, or PIP Audio tracks. Or, right-click on an audio clip and select **Add to Track** > **Audio 1**, **Audio 2**, **Audio 3**, or **PIP Audio**.
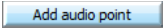
Audio Points allow you to edit an audio waveform by giving you custom points of contact to drag to achieve the desired result.
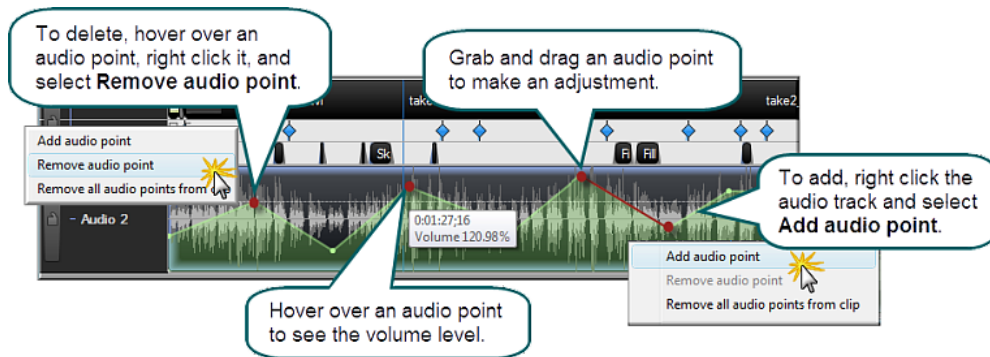
Add an Audio Point from the Timeline

1. Double-click on an audio track.
2. Right-click the wave form at the desired location. The audio track turns green and the Audio tab opens.
3. Select **Add audio point** from the context menu.

Add an Audio Point from the Audio Tab

1. Double-click on an audio track. The audio track turns green and the Audio tab opens.
2. Move the playhead to the desired location.
3. In the **Audio** tab, click the **Add audio point** button [Add audio point].

Remove an Audio Point

1. Double-click on an audio track. The audio track turns green and the Audio tab opens.
2. Right-click on the audio point to be removed.
3. Select **Remove audio point** from the context menu.

Remove All Audio Points from a Clip

1. Double-click on an audio track. The audio track turns green and the Audio tab opens.
2. Click on the clip to highlight it.
3. Right-click on the clip.
4. Select **Remove all audio points from clip**.

-**OR**-

1. Double-click on an audio track or clip. The audio track turns green and the Audio tab opens.
2. In the **Audio** tab, click the **Remove audio points** button [Remove audio points].

Adjust an Audio Point

▶ Drag an audio point to adjust the volume up or down.
▶ Audio points can be moved up, down, left, and right.
▶ Audio points turn red when the cursor hovers over them.

See also:

▶ **Move Audio Clips on the Timeline**
▶ **Add, Remove, or Adjust an Audio Point**
▶ **Fade Audio In or Out**
▶ **Adjust Volume Up or Down**
▶ **Replace Audio with Silence**
▶ **Even Out Audio Volume Levels**

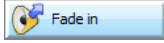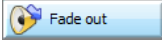Edit and Add Effects to Your Video : Audio : Fade Audio In or Out

Fade Audio In or Out

Camtasia Studio Editor > Audio tab > Fade in or Fade Out buttons

Drag an audio clip from the Clip Bin or Library onto the Audio 1, Audio 2, Audio 3, or PIP Audio tracks. Or, right-click on an audio clip and select **Add to Track** > **Audio 1**, **Audio 2**, **Audio 3**, or **PIP Audio**.

The following option applies to all audio tracks (Audio 1, Audio 2, Audio 3, PIP Audio).

To apply to a particular track only, **lock the audio tracks** that you do not want to edit.

Apply a Fade to a Selection

1. Drag the green **In point** or red **Out point** to make a selection.
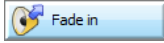2. Click the **Audio** tab.

▶ To fade **in** the audio, click the **Fade In** button [Fade in]

▶ To fade **out** the audio, click the **Fade Out** button [Fade out].

The speed of the fade depends on the size of the selection.
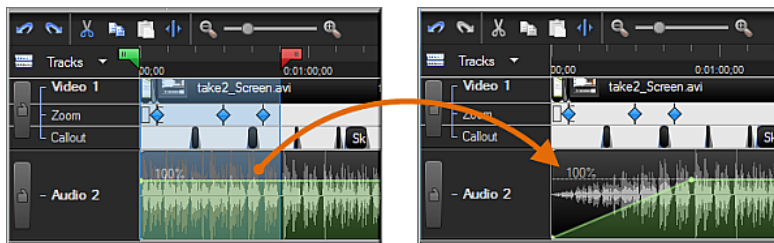
Apply a Fade to the Entire Timeline

1. Click the **Audio** tab.
2. Click on the audio track to highlight it.

▶ To fade **in** the audio, click the **Fade In** button [Fade in]

▶ To fade **out** the audio, click the **Fade Out** button [Fade out].

Manually Adjust the Fade

To adjust the fade, grab the red audio point and drag it up or down. The waveform adjusts accordingly.
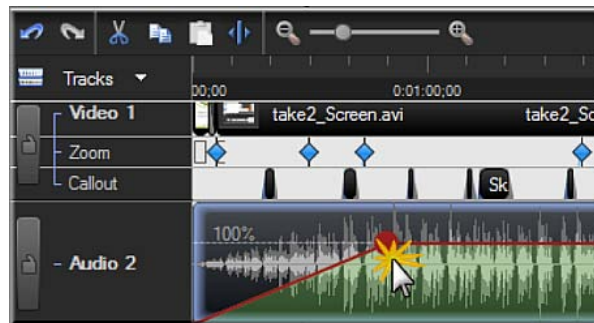
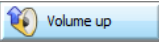See also:

▶ **Move Audio Clips on the Timeline**
▶ **Add, Remove, or Adjust an Audio Point**
▶ **Adjust Volume Up or Down**
▶ **Replace Audio with Silence**
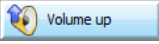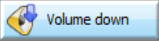▶ **Even Out Audio Volume Levels**

Adjust Volume Up or Down

Camtasia Studio Editor > Audio tab > Volume Up or Volume Down buttons

Drag an audio clip from the Clip Bin or Library onto the Audio 1, Audio 2, Audio 3, or PIP Audio tracks. Or, right-click on an audio clip and select **Add to Track** > **Audio 1**, **Audio 2**, **Audio 3**, or **PIP Audio**.

The following option applies to all audio tracks (Audio 1, Audio 2, Audio 3, PIP Audio).

To apply to a particular track only, <u>lock the audio tracks</u> that you do not want to edit.

Adjust the Volume for the Entire Timeline

1. Double-click on an audio track. The audio track turns green and the Audio tab opens.
2. Grab the bar in the middle of the wave form and drag it up or down.

-**OR**-

1. Double-click on an audio track or clip. The audio track turns green and the Audio tab opens.
2. In the **Audio** tab, click the **Volume Up** button [Volume up] or **Volume Down** button [Volume down]. The volume is adjusted by 25% with each click of the button.

Adjust the Volume for a Timeline Selection
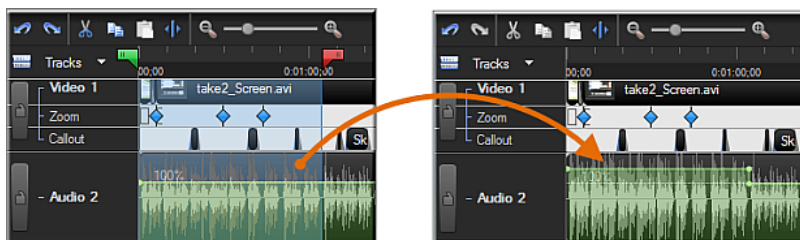
1. Double-click on an audio track. The audio track turns green and the Audio tab opens.
2. Drag the playhead's green **In point** or red **Out point** to make a selection on the timeline.
3. Grab the bar in the middle of the selection's waveform and drag it up or down.

-**OR**-

1. Double-click on an audio track or clip. The audio track turns green and the Audio tab opens.
2. Drag the playhead's green **In point** or red **Out point** to make a selection on the timeline.
3. In the **Audio** tab, click the **Volume Up** button [Volume up] or **Volume Down** button [Volume down]. The volume is adjusted by 25% with each click of the button.

Increase Audio Volume Over 100%

1. Double-click on an audio track. The audio track turns green and the Audio tab opens.
2. Grab the bar in the middle of the wave form and drag it up to the top of the timeline and hold it there until the desired volume level is reached.

To increase audio volume over 100%, double-click audio track.

Drag red line up to white line at top of timeline and hold. Amount of increase is shown in a tip.

See also:
- **Replace Audio with Silence**
- **Vocal Enhancements**
- **Even Out Audio Volume Levels**
- **Remove Noise from Audio**

Replace Audio with Silence

Camtasia Studio Editor > Audio tab > Silence button

Drag an audio clip from the Clip Bin or Library onto the Audio 1, Audio 2, Audio 3, or PIP Audio tracks. Or, right-click on an audio clip and select **Add to Track** > **Audio 1**, **Audio 2**, **Audio 3**, or **PIP Audio**.

The following option applies to all audio tracks (Audio 1, Audio 2, Audio 3, PIP Audio).

To apply to a particular track only, **lock the audio tracks** that you do not want to edit.

The **Replace with Silence** option mutes the audio selection on the timeline. Unlike the delete or cut options, this option does not remove any of the existing waveform.

Replace a Selection with Silence
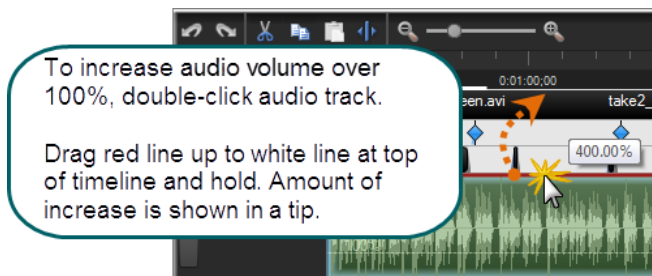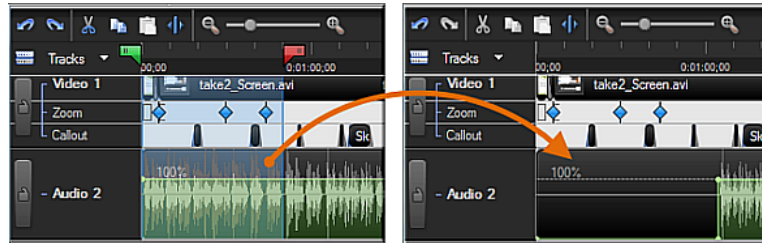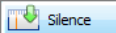
1. Double-click on an audio track. The audio track turns green and the Audio tab opens.
2. Drag the playhead's green **In point** or red **Out point** to make a selection on the timeline.
3. Grab the bar in the middle of the selection's waveform and drag it all the way down.
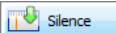
-**OR**-

1. Double-click on an audio track or clip. The audio track turns green and the Audio tab opens.
2. Drag the playhead's green **In point** or red **Out point** to make a selection on the timeline.
3. Click the **Silence** button ![Silence] .

Replace a Clip with Silence

1. Double-click on an audio track or clip. The audio track turns green and the Audio tab opens.
2. Click on the audio track to highlight it.
3. Click the **Silence** button ![Silence] .

See also:

▶ **Vocal Enhancements**
▶ **Even Out Audio Volume Levels**
▶ **Adjust Volume Up or Down**
▶ **Remove Noise from Audio**

![TechSmith logo]

Even Out Audio Volume Levels

Camtasia Studio Editor > Audio tab > Enable volume leveling

Audio enhancements apply to all audio on the timeline, not to a selection or individual clip.

The **Even out volume levels** option adjusts the volume of the audio on the timeline to a standard level. Use this option when the recording level between audio clips varies greatly.
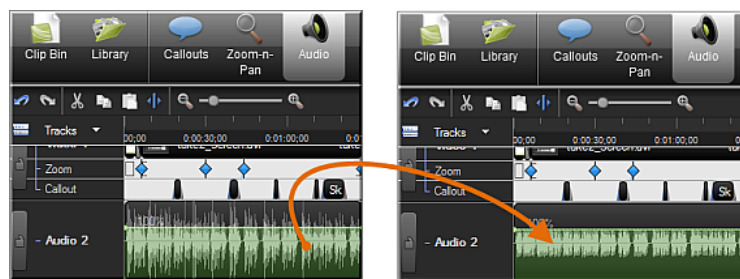
⚠ Audio enhancements apply to all audio on the timeline, not to a selection or individual clip.

1. Click the Audio tab.
2. Select **Enable volume leveling**.
3. Select an option from the **Volume variation** dropdown menu that best describes the level of audio variation on the timeline. The volume leveling occurs immediately.
   - ■ If you select the **Custom Settings** option, select from the following options.

Ratio

Sets the compression slope which determines how the output signal changes in relation to the input signal once the input signal exceeds the threshold.

Threshold

Sets the level which signals are compressed or limited. Increasing the threshold clamps signals at a higher level, reducing the amount of compression or limiting.

Gain

Process of reducing dynamics lowers the signal's overall level. The gain control compensates by adding increasing output gain, or signal level.

See also:

▶ **Replace Audio with Silence**
▶ **Vocal Enhancements**
▶ **Adjust Volume Up or Down**
▶ **Remove Noise from Audio**

Edit and Add Effects to Your Video : Audio : Remove Noise from Audio

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Remove Noise from Audio

🔧 Camtasia Studio Editor > Audio tab > Enable noise removal

⚠ Audio enhancements apply to all audio on the timeline, not to a selection or individual clip.

Background noise, such as the hum of the computer or people talking nearby can affect the quality of the audio in a recording. Use the **Remove background noise** option to reduce background noise for the audio on the timeline.

💡 Camtasia Studio detects noise in the audio by using a selection with silence.

As soon as Noise Removal is turned on, the color of the audio waveform changes from green to orange while in the Audio tab and from gray to orange while in the other views.

There are two ways to apply Noise Removal: **Automatic** and **Manual**.

Audio on timeline after **Noise Removal** is applied while in the Audio tab.

Audio on timeline after **Noise Removal** is applied.
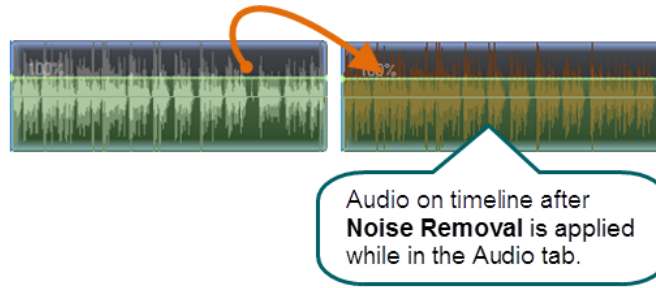
Automatically Remove Noise
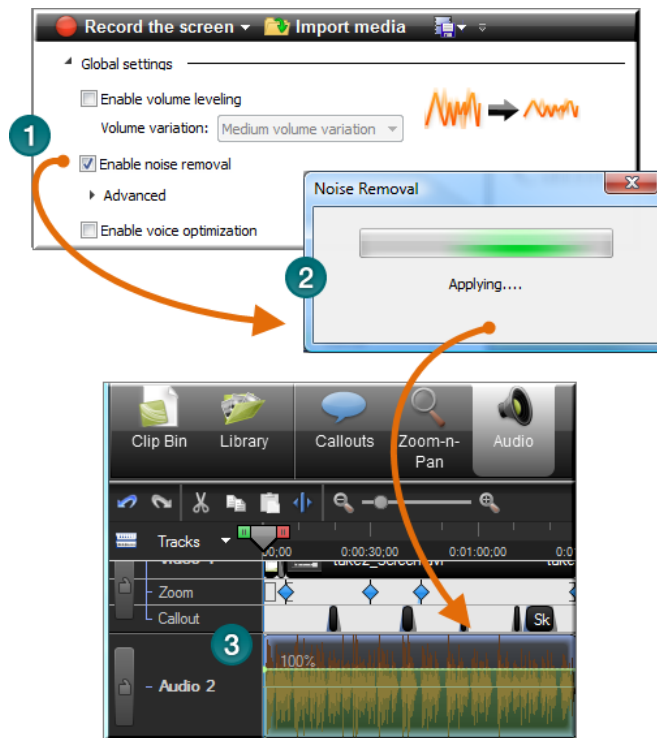
1. Within the Audio tab, select **Enable noise removal**.
2. Noise removal is applied to the timeline immediately.
3. The color of the audio waveform changes from green to orange to let you know that Noise Removal mode is active. To hear the new audio, click **Play** in the Preview Window. Enable and disable the **Restore noise** option to compare the audio quality before and after applying this option.

Manually Remove Background Noise

1. Within the Audio tab, select **Enable noise removal**. Noise removal is applied to the timeline immediately. The color of the audio waveform changes from green to orange to let you know that Noise Removal mode is active.
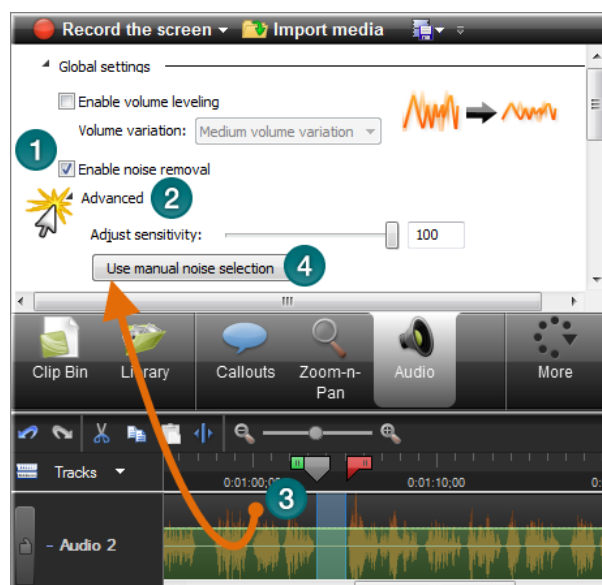2. Click the **Advanced** button.
3. On the timeline, drag the playhead's green **In point** or red **Out point** to make a selection of silence. Use the zoom slider to get a better view of the timeline, if necessary.
4. Click the **Use manual noise selection** button.

Adjust Sensitivity Slider

Use the **Adjust sensitivity** slider if the noise reduction process caused the audio quality to degrade. Degradation may occur if the noise removal occurred within a selection without true silence.

See also:

▶ **Replace Audio with Silence**
▶ **Vocal Enhancements**
▶ **Even Out Audio Volume Levels**
▶ **Adjust Volume Up or Down**

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Edit and Add Effects to Your Video : Audio : Vocal Enhancements

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Vocal Enhancements

🔵 Camtasia Studio Editor > Audio tab > Enable voice optimization

Vocal enhancements help improve your audio by removing sibilance, plosives, and more.

Optimize Audio for Male or Female Voice

Use vocal enhancements to optimize audio for a male or female voice.

1. Within the Audio tab, select **Enable voice optimization**.
2. Select to optimize for a male or female voice.

Lesson Audio Distortion

Use the audio distortion options to:

▶ Help remove sibilance (hissing noise from "s" sounds).
▶ Help remove plosives (popping noise from "p" sounds).
▶ Help remove audible mouse clicks.
▶ Minimize loud bass sounds that when a microphone is held to close when speaking.
▶ Help minimize audio clipping.
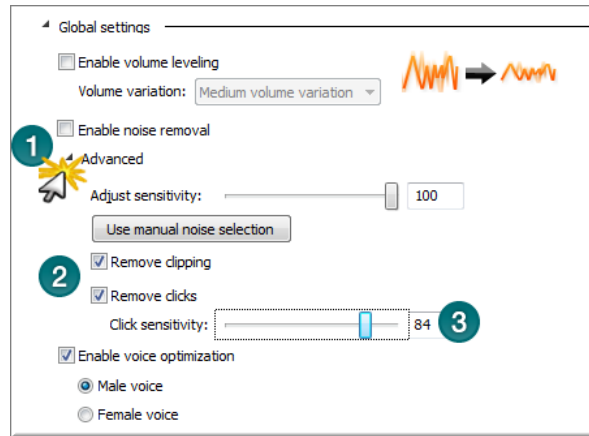
1. Within the Audio tab, click the **Advanced** button.
2. Choose one of the following:
   - **Remove Clipping**
     Cuts off the recorded audio when the audio volume reaches too high of a level. Clipping results in an audible distortion in the audio.
   - **Remove Clicks**
     Removes recorded artifacts that sound like clicks.
3. Use the **Click Sensitivity** slider to set the threshold for the filter.

See also:

▶ **Replace Audio with Silence**
▶ **Even Out Audio Volume Levels**
▶ **Adjust Volume Up or Down**
▶ **Remove Noise from Audio**

Edit and Add Effects to Your Video : Audio : Voice Narration

Voice Narration

Camtasia Studio Editor > More tab > Voice Narration tab

Use voice narration to insert a voice recording into the video.

▶ The video clips on the timeline play in the Preview Window while recording voice narration.
▶ Camtasia Studio synchronizes the voice narration with the clips on the timeline.
▶ The audio clip created appears on the timeline when the voice narration ends.
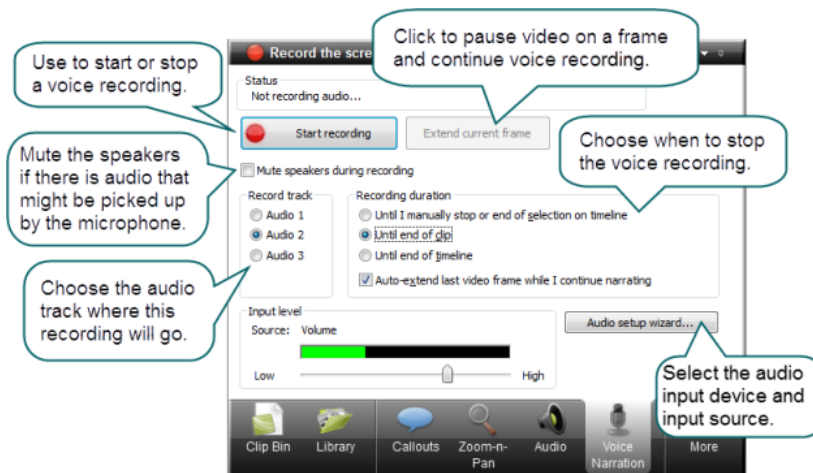
Record Voice Narration

> You must set up a microphone before you can record voice narration.

1. Arrange the video and complete the necessary edits before recording voice narration.
2. Drag the playhead's green **In point** or red **Out point** to record for a timeline selection.
   Or:
   - To record for a clip, click on the clip to highlight it.
   - To record for the entire timeline, do not make any selections.
3. Enable the **Mute speakers during recording** option when clips on the timeline include audio. The microphone may record audio playing from the speakers.
4. Choose the audio track where this recording will go when added to the timeline.
5. Select the **recording duration**.
6. Click the **Audio Setup Wizard** button to set the audio input options.
7. Click **Start Recording**.
8. Narrate the clip(s) using the playback in the Preview Window as your guide.
9. The recording automatically stops when video reaches the end of the selection, end of the clip, or end of the timeline.
10. Name and save the audio clip. The recording is added to the timeline.

Recording Duration Options

Until end of selection on Timeline

Automatically ends the recording when the seek bar reaches the end of the selection on the timeline.
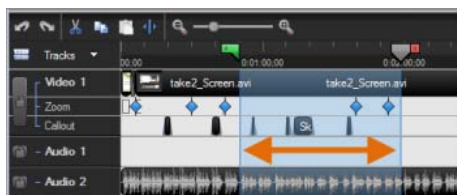
Until end of clip

Automatically ends the recording when the seek bar reaches the end of the current clip.
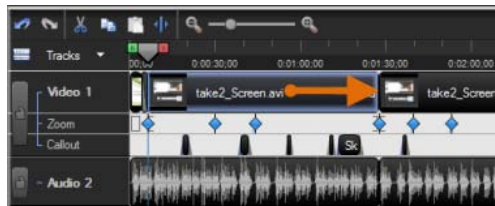
Until end of Timeline

Automatically ends the recording when the seek bar reaches the end of the timeline.

Auto-extend last video frame while I continue narrating

Extends the last frame on the timeline or the last frame of the clip until you click the **Stop Recording** button.

Editor Audio Setup Wizard

The **Audio Setup Wizard** assists you in setting up the audio for your recording.

In the Audio Setup Wizard, select the audio input device and input source. The wizard automatically adjusts the volume level for the selected input source.

Select the Audio Recording Source
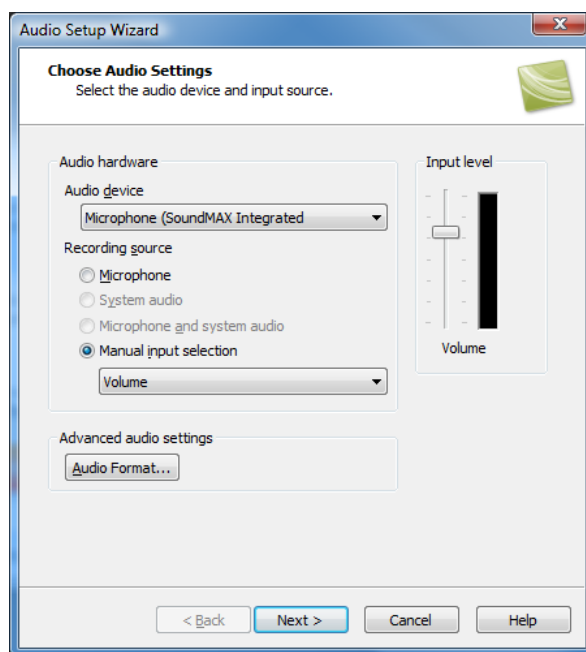
1. In the Recording source area, select the audio input source. Only the input sources supported by the current soundcard appear.
2. If the audio input source is live, you should see activity within the Input level meter. If you do not see any activity, try selecting another source or **troubleshoot the volume level**.
3. Drag the Input level slider to control the overall volume level. Adjust the slider so the loudest part of the audio is in the upper yellow to mid-orange range. If the meter is in the red range, audio clipping may occur. Drag the slider down.
4. Click **Next**. The *Tune Volume Input Levels* screen appears.

Tune the Volume Input Levels

This option automatically adjusts the volume level based on a three second record you make.
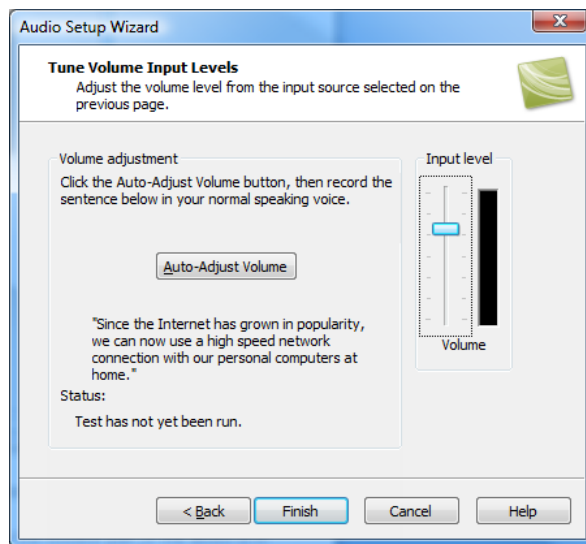
1. Click the **Auto-Adjust Volume** button.
2. A three second countdown appears. When the status changes to **Go**, read the sentence in the dialog aloud as you would during recording. After the timer runs out, the volume level is automatically adjusted.
3. Click **Finish**.

Edit and Add Effects to Your Video : Audio : Save Timeline Audio as MP3 or WAV File

Save Timeline Audio as MP3 or WAV File

Camtasia Studio Editor > File > Produce special > Export audio as > Choose MP3 or WAVE

The **Export audio as** option combines all audio on the timeline into one audio file. Use this option to make a backup of the audio or to create a soundtrack to import into another application.

| MP3 | Smaller file size. Good for voice narration. |
| WAV | Microsoft file format. High quality audio at a larger file sizes. |

Edit and Add Effects to Your Video : Video Effects

Video Effects

Effects enhance your video. We recommend adding effects to your video after completing all edits to the clips and audio on the timeline.

Screen Recording Enhancements

▶ **Record Camera (Webcam) Video in Camtasia Studio**
▶ **Voice Narration**

Effects

▶ **Title Clip**
▶ **Zoom and Pan**
▶ **Apply a Tilt Effect**
▶ **Pan around the Video**
▶ **Add a Callout**
▶ **Sketch Motion Callout**
▶ **Auto Generate Keystroke Callouts**
▶ **Cursor Effects**
▶ **Transitions**
▶ **Open and Closed Captions**
▶ **Quiz and Survey**
▶ **Picture-in-Picture (PIP)**

Effects Hotkeys

Use these hotkeys to add effects at the position of the playhead on the timeline.

Camtasia Studio > Tools > Options > Hotkeys tab

Option	Hotkey
Add callout	C
Add zoom	Z
Add caption	A
Add transition	T
Add marker	M
Split	S
Extend Frame	E

Edit and Add Effects to Your Video : Video Effects : Title Clips

Title Clips

Camtasia Studio Editor > Title clips tab

Use a title clip to add a static clip with a graphic and/or text:
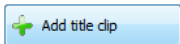
▶ Before a clip on the timeline as a title or introduction

▶ Between clips on the timeline as a chapter heading
▶ At the end of the video to display credits or resources

Title clips display on the timeline for a default duration of five seconds. To change the default duration, select **Tools** > **Options** > **Program tab** > **Default Duration** > **Title clips**.

1	Click **Add title clip**. The title clip is added to the timeline and to the clip bin. Use the Color button [image] to choose the background color.
2	Enter the title clip text and select any text options such as font style, size, placement, and color.
3	Enable **Image** to use a graphic as the background for the title clip. The size of the graphic should be the same dimension as the video or black bars may appear.

Add a Title Clip

1. In the **Title Clip** tab, click **Add title clip** [Add title clip].
2. To add text, type within the text box.
    ▪ To change the size of the text box, drag the handles of the rectangle in the Preview Window.
    ▪ To move the position of the text within the title clip, drag the rectangle in the Preview Window.
3. To change the background color, click the **Color** button [image] and select a color.
4. To add a background image, enable the **Image** option and click **Browse**.

[TechSmith logo]

Edit and Add Effects to Your Video : Video Effects : Zoom and Pan

Zoom and Pan

[icon] Camtasia Studio Editor > Zoom-n-Pan tab

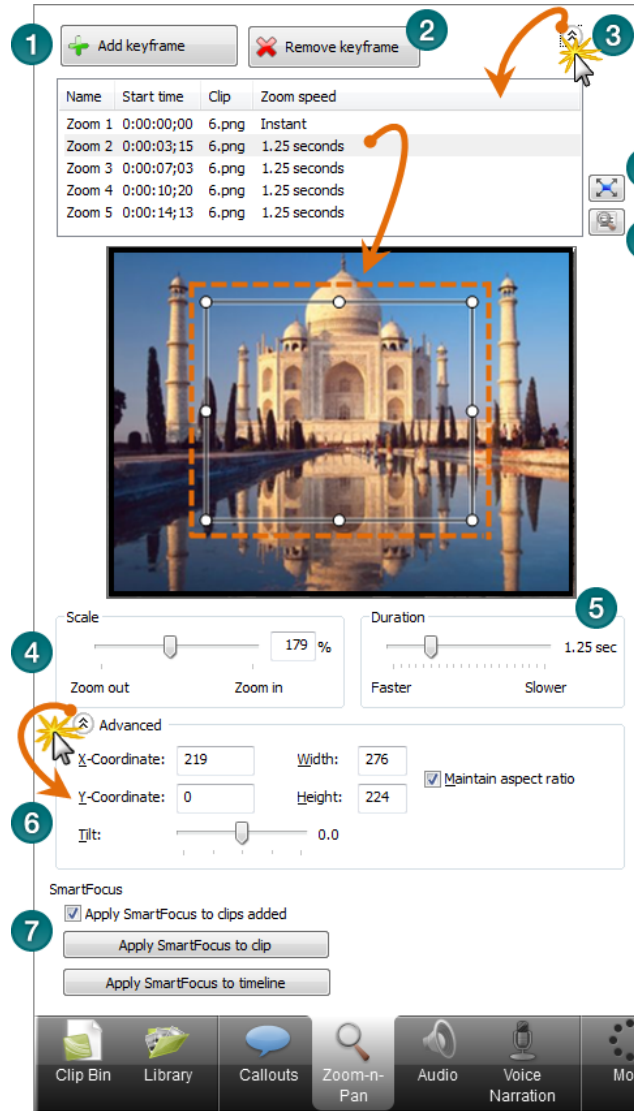The zoom and pan option work by inserting keyframes that determine when to zoom in and when to zoom out.

Add Zoom-n-Pan keyframes to zoom in on sections of the video to:
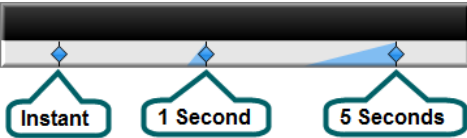
▶ Improve viewing when producing the final video at dimensions smaller than the source clip.
▶ Focus on important actions within the video, such as typing in a text field or selecting an option in a large application.
▶ Insert additional keyframes onto the timeline after applying SmartFocus.

Zoom and pan tasks include:

▶ **Set Default Zoom Options**
▶ **Add or Delete a Zoom Keyframe**
▶ **Edit a Zoom Keyframe**
▶ **Apply a Tilt Effect**
▶ **Pan around the Video**
▶ **SmartFocus™ Auto Zoom and Pan**

Zoom Tab Overview

1	**Add Keyframe**	
	Add a new Zoom-n-Pan keyframe at position of the seek bar on the timeline.	
2	**Delete Keyframe**	
	Remove the selected keyframe from the timeline.	
3	**Manager**	
	Click the **Arrow** button ⊗ to open the Manager. Each of the zoom keyframes on the timeline is listed in the manager. Click a keyframe to preview it or make edits.	
4	**Scale**	
	The zoom scale indicates the zoom percentage for a Zoom-n-Pan keyframe. To change the zoom scale, complete any of the following:	
	▶ Drag the **Scale** slider.	
	▶ Click and drag on a handle on the rectangle in the Preview Window.	
5	**Duration**	
	1. Select a Zoom-n-Pan keyframe from the manager list.	
	2. Drag the **Duration** slider. Select a duration between Instant (0 seconds) to 5 seconds.	
	On the timeline, the duration is shown by a blue tail on the Zoom-n-Pan keyframe. The longer the zoom duration, the longer the tail.	
6	The rectangle in the Preview Window indicates the position of the zoom keyframe within the video. To change the zoom position, click and drag the rectangle. Or, manually set the position using the following options.	
	Advanced	

	Click **Advanced** to reveal the size and position options. **X-Coordinate and Y-Coordinate** Enter coordinates to change zoom rectangle position. You can also change the position by dragging the green rectangle in the Preview area. **Width and Height** Enter dimensions (in pixels) to change the dimensions of the green rectangle and zoom percentage. **Maintain Aspect Ratio** Maintains the same aspect ratio for the green rectangle as the dimensions set in the *Project Settings* dialog box. **Tilt** Drag the slider to rotate the video along the Y axis.
7	**Apply SmartFocus** Automatically generate Zoom-n-Pan keyframes for .camrec clips on the timeline.
8	Click the **Full Screen** button ⬚ to cancel the Zoom-n-Pan keyframe and return to full screen dimensions.
9	Click the **Zoom Options** button 🔍 to open the **Zoom tab** where you can make changes to the default zoom setting.

✕TechSmith

Edit and Add Effects to Your Video : Video Effects : Zoom and Pan : Set Default Zoom Options

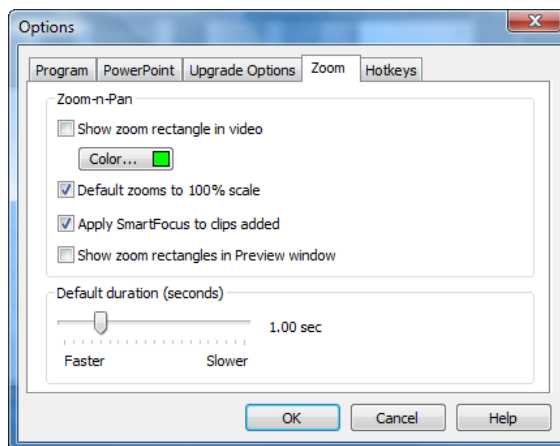## Set Default Zoom Options

| |
|---|
| 🔷 Camtasia Studio Editor > Zoom-n-Pan tab > Zoom Options button 🔍 |

🔷 Camtasia Studio Editor > Tools > Options > Zoom tab

The default zoom options affect all new zoom keyframes added to the timeline.

Show zoom rectangle in video

To give viewers a visual cue, Zoom-n-Pan hints adds a green rectangle around the area the video is zooming in to.

The **Show zoom rectangle in video** option shows a green rectangle in the <u>final video</u>.
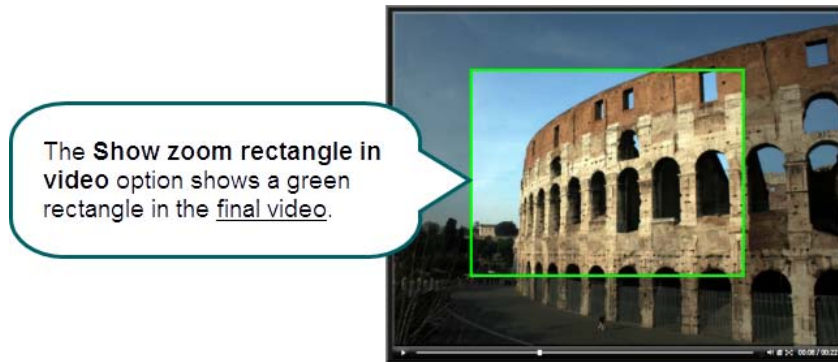
Default zooms to 100% scale

With this option, zoom keyframes are set to 100% of the video size in the Preview Window. To create a zoom effect, each keyframe needs to be resized in the **Zoom-n-Pan tab**.

Apply SmartFocus to clips added

SmartFocus automatically generates zoom keyframes to optimize viewing at any dimensions. In **Camtasia Recorder**, SmartFocus collects data about the actions completed and the cursor movement in the recording. SmartFocus predicts where to add zoom effects, saving you the time it takes to manually find and insert zoom keyframes.

This option automatically applies SmartFocus to any Camtasia Recorder video clips added to the timeline.

If you do not want to automatically apply SmartFocus, disable this option. SmartFocus can still be turned on in the Zoom-n-Pan tab.

Show zoom rectangles in Preview Window

The **Show zoom rectangles in Preview Window** option determines the display of zoom keyframes in the Preview Window.
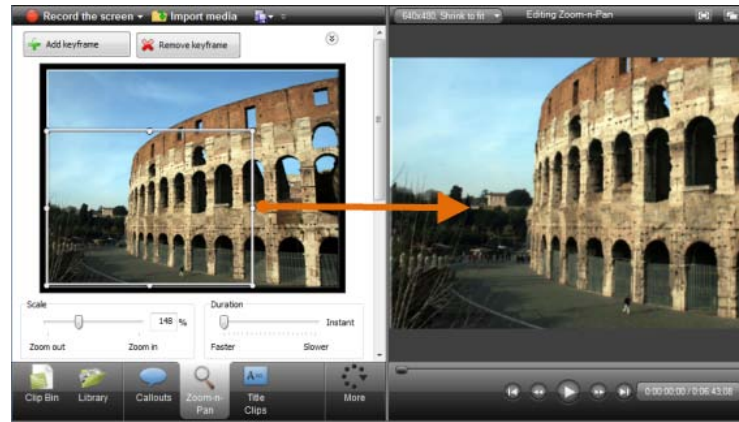
Enabled

The Preview Window shows the green rectangle within the **context of the entire video**. This view allows you to see the portions of the video outside of the green rectangle to ensure the zoom contains the desired content.
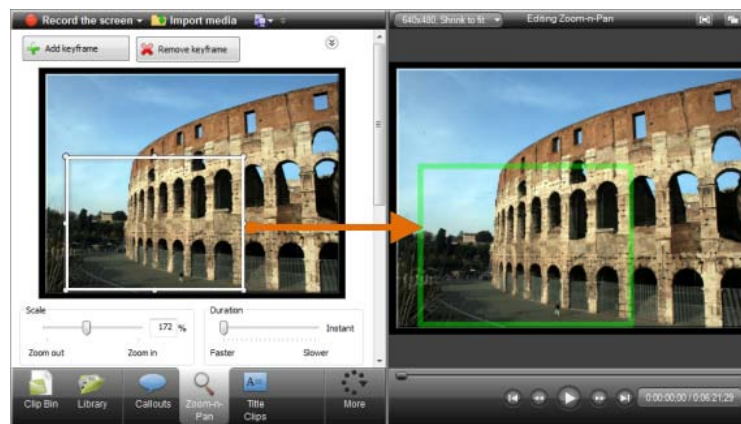
Disabled (default)

The Preview Window shows the zoom keyframe as it will appear in the final video.

Duration

Determines the default duration for zoom keyframes added to the timeline. You can **change the duration** for individual keyframes in the **Zoom-n-Pan tab**.

See also:

▶ **Add or Delete a Zoom Keyframe**
▶ **Edit a Zoom Keyframe**
▶ **Apply a Tilt Effect**
▶ **Pan around the Video**
▶ **SmartFocus™ Auto Zoom and Pan**

Edit and Add Effects to Your Video : Video Effects : Zoom and Pan : Add or Delete a Zoom Keyframe

Add or Delete a Zoom Keyframe

Camtasia Studio Editor > Zoom-n-Pan tab

Add zoom keyframes to zoom in on sections of the video to:

▶ Improve viewing when producing the final video at dimensions smaller than the source clip.
▶ Focus on important actions within the video, such as typing in a text field or selecting an option in a large application.
▶ Insert additional keyframes onto the timeline after applying SmartFocus.

To Add a Zoom Keyframe

1. Position the playhead on the timeline.
2. Click on the Zoom-n-Pan tab.
3. Click the **Add Keyframe** button [image] or press **Z**.
4. Resize and/or move the keyframe rectangle in the preview area to adjust the size and position of the keyframe. The view is updated to the Preview Window.

Manually Adjust the Size or Location of the Keyframe

▶ **X-Coordinate and Y-Coordinate**
Enter coordinates to change zoom rectangle position. You can also change the position by dragging the rectangle in the Preview area.
▶ **Width and Height**
Enter dimensions (in pixels) to change the dimensions of the rectangle and zoom percentage.
▶ **Maintain Aspect Ratio**
Maintains the same aspect ratio for the rectangle as the dimensions set in the *Edit Dimensions* dialog box.
▶ **Tilt**
Drag the slider to rotate the video along the Y axis.

To Delete Zoom Keyframes

▶ To **delete a zoom keyframe**, click a keyframe on the timeline and press the <**Delete**> key on the keyboard.
▶ To **remove all keyframes from a clip**, right-click a keyframe on the clip and select **Remove all zoom keyframes**.

▶ To **remove all keyframes from the timeline**, right-click a keyframe on the timeline and select **Remove all zoom keyframes**.

See also:
▶ **Set Default Zoom Options**
▶ **Edit a Zoom Keyframe**
▶ **Apply a Tilt Effect**
▶ **Pan around the Video**
▶ **SmartFocus™ Auto Zoom and Pan**

Edit and Add Effects to Your Video : Video Effects : Zoom and Pan : Edit a Zoom Keyframe
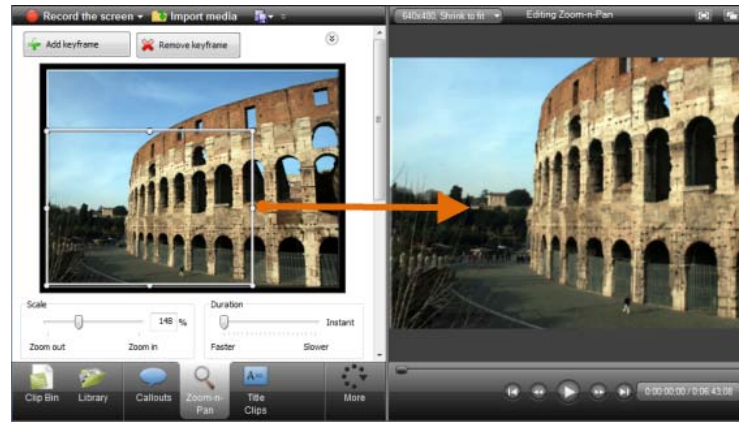
Edit a Zoom Keyframe

Camtasia Studio Editor > Zoom-n-Pan tab

You can edit zoom keyframes generated by Camtasia SmartFocus™ or manually added zoom keyframes.

To Edit a Zoom Keyframe

1. Double-click the keyframe on the timeline.

   -OR-

   In the Zoom-n-Pan tab, click the **Arrow** button ⊗ to open the manager. Select a keyframe from the list.
2. Resize and/or move the keyframe rectangle in the preview area to adjust the size and position of the keyframe. The view is updated to the Preview Window.

Manually Adjust the Size or Location of the Keyframe

▶ **X-Coordinate and Y-Coordinate**
Enter coordinates to change zoom rectangle position. You can also change the position by dragging the rectangle in the Preview area.

▶ **Width and Height**
Enter dimensions (in pixels) to change the dimensions of the rectangle and zoom percentage.

▶ **Maintain Aspect Ratio**
Maintains the same aspect ratio for the rectangle as the dimensions set in the *Edit Dimensions* dialog box.

▶ **Tilt**
Drag the slider to rotate the video along the Y axis.

To Delete Zoom Keyframes

▶ To **delete a zoom keyframe**, click a keyframe on the timeline and press the <**Delete**> key on the keyboard.

▶ To **remove all keyframes from a clip**, right-click a keyframe on the clip and select **Remove all zoom keyframes**.

▶ To **remove all keyframes from the timeline**, right-click a keyframe on the timeline and select **Remove all zoom keyframes**.

See also:

▶ **Set Default Zoom Options**
▶ **Add or Delete a Zoom Keyframe**
▶ **Apply a Tilt Effect**
▶ **Pan around the Video**
▶ **SmartFocus™ Auto Zoom and Pan**

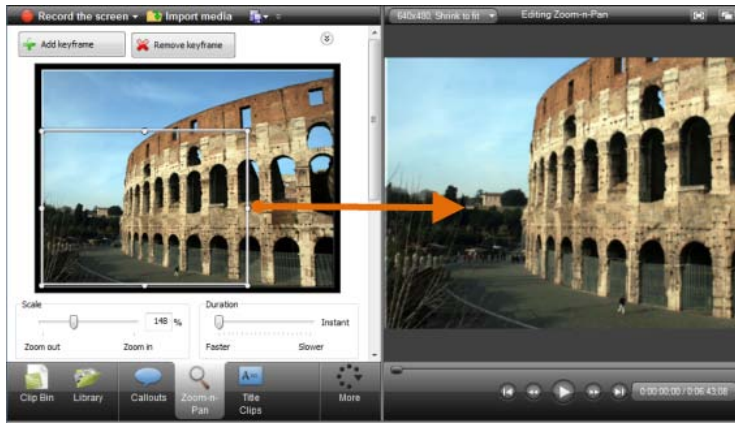Edit and Add Effects to Your Video : Video Effects : Zoom and Pan : Apply a Tilt Effect

Apply a Tilt Effect

Camtasia Studio Editor > Zoom-n-Pan tab

The tilt effect rotates the video along the horizontal or Y axis. The effect can tile to the left or to the right.

No Tilt Effect   Left Tilt Effect   Right Tilt Effect

To Apply a Tilt Effect to a Zoom Keyframe

1. Add a new zoom keyframe to the timeline.
   - Or, double-click the keyframe on the timeline.
   - Or, in the Zoom-n-Pan tab, click the **Arrow** button ⊗ to open the manager. Select a keyframe from the list.
2. Resize and/or move the keyframe rectangle in the preview area to adjust the size and position of the keyframe. The view is updated to the Preview Window.
3. Drag the **Tilt** slider to achieve the desired effect.
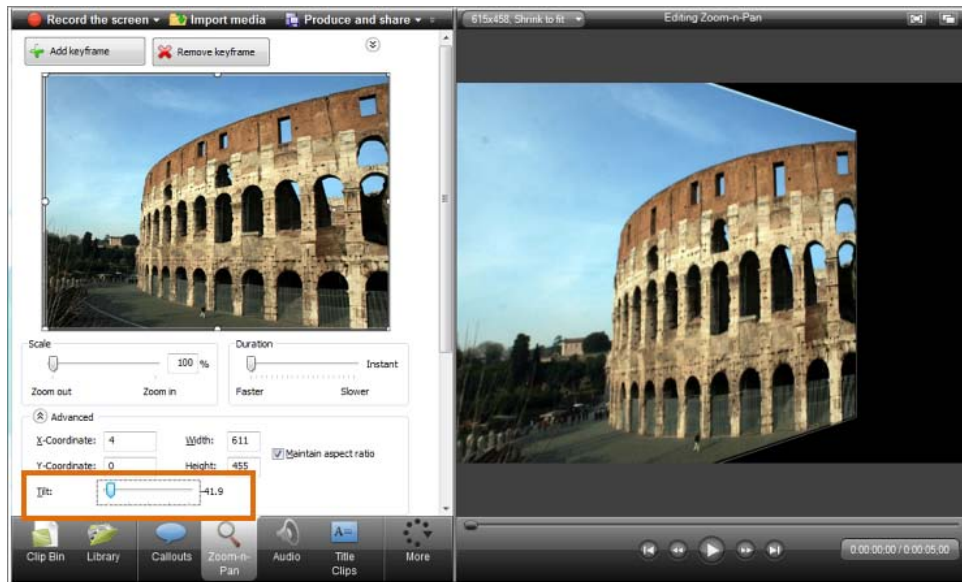
See also:

▶ **Set Default Zoom Options**
▶ **Add or Delete a Zoom Keyframe**
▶ **Edit a Zoom Keyframe**
▶ **Pan around the Video**
▶ **SmartFocus™ Auto Zoom and Pan**

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Edit and Add Effects to Your Video : Video Effects : Zoom and Pan : Pan around the Video

Pan around the Video
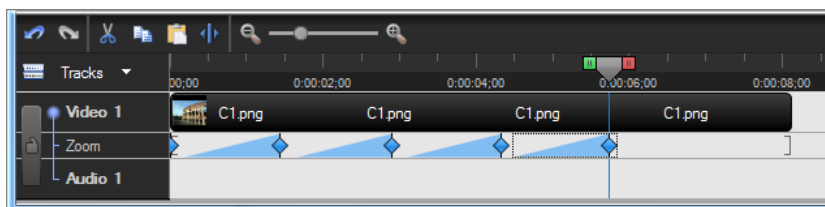
Camtasia Studio Editor > Zoom-n-Pan tab

A Pan effect moves around the video from side-to-side or up and down. When panning, the zoom keyframes are all the same size.

In this example, the video begins at keyframe #1 and pans straight across to keyframe #2. The video then moves down to keyframe #3 and across to keyframe #4. Finally, the pan moves up to the starting position with keyframe #5.
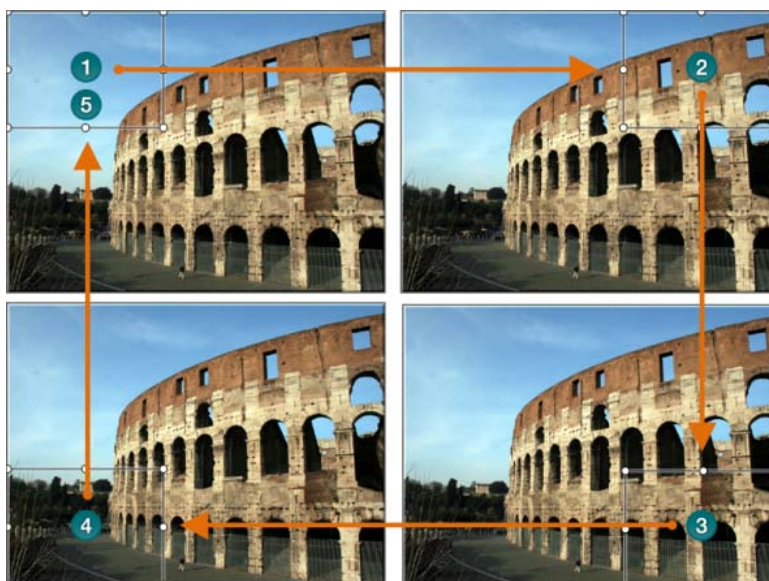
To Apply a Pan Effect

1. Add a new zoom keyframe to the timeline.
   - ■ Or, double-click the keyframe on the timeline.
   - ■ Or, in the Zoom-n-Pan tab, click the **Arrow** button ⊗ to open the manager. Select a keyframe from the list.
2. Resize and/or move the keyframe rectangle in the preview area to adjust the size and position of the keyframe. The view is updated to the Preview Window.
3. On the timeline, right-click the keyframe and select Copy from the context menu.
4. Move the playhead to the location for the second keyframe.
5. Right-click the timeline and select Copy from the context menu.
6. Double-click the second keyframe to open it for editing in the Zoom-n-Pan tab.
7. Adjust the Duration towards slower to set the pan speed.
8. Repeat steps 4-7 for each pan keyframe that you need. Your timeline will look similar to the following:

See also:

▶ **Set Default Zoom Options**
▶ **Add or Delete a Zoom Keyframe**
▶ **Edit a Zoom Keyframe**
▶ **Apply a Tilt Effect**
▶ **SmartFocus™ Auto Zoom and Pan**

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Edit and Add Effects to Your Video : Video Effects : Zoom and Pan : SmartFocus™ Auto Zoom and Pan

SmartFocus™ Auto Zoom and Pan

Camtasia Studio Editor > Zoom-n-Pan tab

⚠ Camtasia SmartFocus™ only applies to .camrec files recorded with Camtasia Recorder version 5.0 or later. For other recordings, you can **manually add a Zoom-n-Pan keyframe** to clips on the timeline.

Camtasia SmartFocus™ is ideal for videos where the source clip or recording dimensions are large (ex. Full screen recordings) and you want to produce the final video at smaller dimensions (ex. For the Web or for an iPod).

If you produce the final video with dimensions smaller than the source clip dimensions, without SmartFocus, the content in the video may appear small and

difficult to view.

In Camtasia Recorder, SmartFocus collects data about the actions completed and the cursor movement in the recording. SmartFocus predicts where to add zoom effects, saving you the time it takes to manually find and insert Zoom-n-Pan keyframes.

▶ By default, **SmartFocus is automatically applied** when a CAMREC recording is added to the timeline. SmartFocus keyframes appear on the Zoom track.
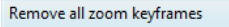
To change the default setting, in the Zoom-n-Pan tab, uncheck the **Apply SmartFocus to clips added** option:
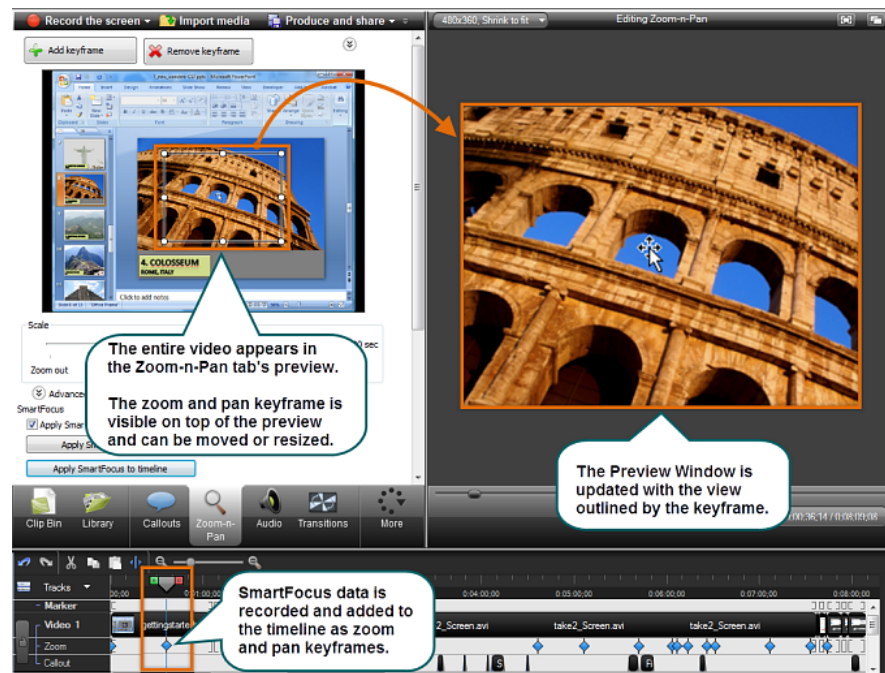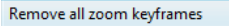
SmartFocus
☐ Apply SmartFocus to clips added
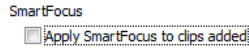
▶ To **manually add SmartFocus zoom keyframes**, use the **Apply SmartFocus to timeline** or **Apply SmartFocus to clip** options.

SmartFocus
☐ Apply SmartFocus to clips added

Apply SmartFocus to clip

Apply SmartFocus to timeline
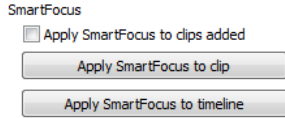
▶ To **edit a zoom keyframe**, double-click it. The **Zoom-n-Pan tab opens for editing**.

▶ To **remove all keyframes from a clip**, right-click a keyframe on the clip and select **Remove all zoom keyframes**.

Remove all zoom keyframes

▶ To **remove all keyframes from the timeline**, right-click a keyframe on the timeline and select **Remove all zoom keyframes**.

Remove all zoom keyframes

See also:

▶ **Set Default Zoom Options**
▶ **Add or Delete a Zoom Keyframe**
▶ **Edit a Zoom Keyframe**
▶ **Apply a Tilt Effect**
▶ **Pan around the Video**
▶ **SmartFocus™ Auto Zoom and Pan**

Edit and Add Effects to Your Video : Video Effects : Callouts

Callouts

Camtasia Studio Editor > Callouts tab

Callouts are graphics that appear on top of a video to draw viewers' attention to important objects or processes in a video.
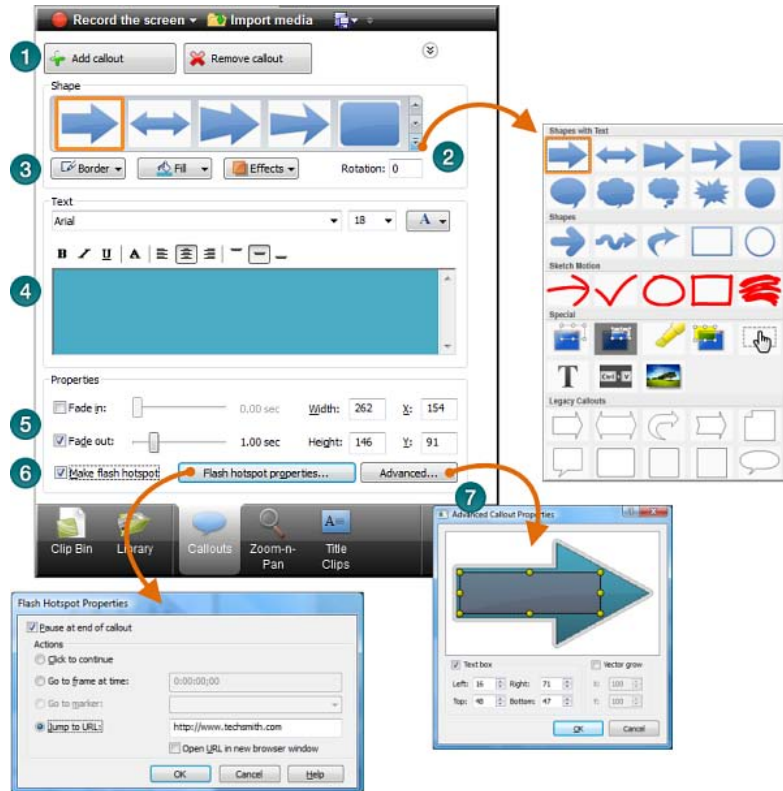
1	**Add Callout** Click to add a new callout. The callout appears in the Preview Window.
2	**Callout Gallery** Click to open the callout gallery. Scroll through the gallery and choose the desired callout. The editing options appear. The callout is updated in the Preview Window.
3	**Callout Properties and Effects** Use these options to change colors, styles, transparency, and more. The changes are updated in the Preview Window.
4	**Text** If desired, add text to your callout. The changes are updated in the Preview Window.
5	**Fade In and Fade Out** Use these options to include a fade in or out effect and to set the duration of the fades. A time of 0.00 seconds provides an "instant" appearance with no fade effect.
6	**Flash Hotspot** Add interactivity to a callout.
7	**Advanced** Choose how the text fits into the callout.

Callout tasks include:

- **Add a Callout**
- **Move, Resize, Rotate, or Delete a Callout**
- **Callout Properties and Effects**
- **Text Shape Callout**
- **Shape Callout – No Text**
- **Sketch Motion Callout**
- **Highlight Callouts**
- **Transparent Hotspot Callout**
- **Add a Hotspot to a Callout**
- **Blur the Screen with a Callout**
- **Spotlight Callout**
- **Text-Only Callout**
- **Keystroke Callouts**
- **Auto Generate Keystroke Callouts**
- **Use Your Own Image as a Callout**

Edit and Add Effects to Your Video : Video Effects : Callouts : Add a Callout
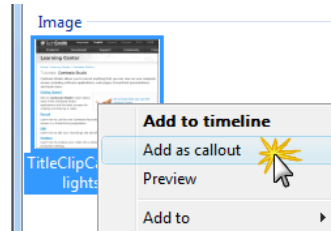
Add a Callout

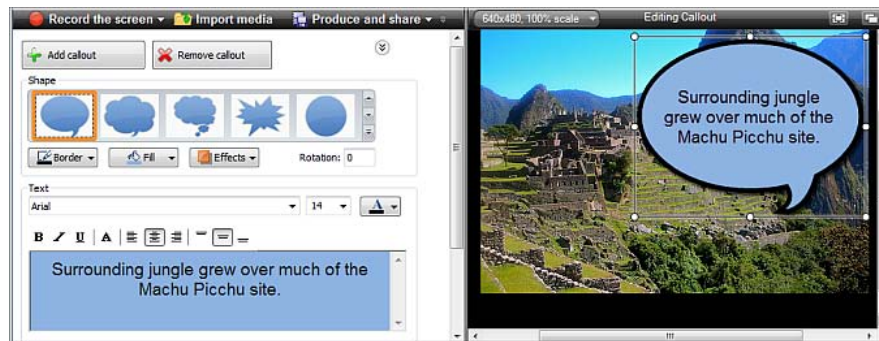> Camtasia Studio Editor > Callouts tab

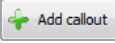### From the Library or Clip Bin

Instantly create a callout from an image in the Clip Bin or Library - just right-click the image and select **Add as callout** from the context menu. The image is added to the Callout track at the point of the playhead.

To edit the callout, double-click it on the timeline. The Callout tab opens for editing.

From the Callout Tab

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button .
4. Select a callout from the dropdown gallery**.** The callout appears in the Preview Window.
5. If desired, enter text into the text box. The text is updated to the callout in the Preview Window.
6. Drag the callout to the desired location in the Preview Window.
7. Drag the callout to the desired location in the Preview Window.
8. Grab a handle to **adjust the size**.
9. If desired, make changes to the **Border** color and width, **Fill** color, and other **Effects** such as shadow, opacity and style.

Copy and Paste a Callout on the Timeline

1. Right-click a callout on the timeline and select **Copy** from the context menu.
2. Move the playhead on the timeline where the new callout will appear.
3. Right-click the timeline and select **Paste** from the context menu.

See also:

- **Move, Resize, Rotate, or Delete a Callout**
- **Callout Properties and Effects**
- **Text Shape Callout**
- **Shape Callout – No Text**
- **Sketch Motion Callout**
- **Highlight Callouts**
- **Transparent Hotspot Callout**
- **Add a Hotspot to a Callout**
- **Blur the Screen with a Callout**
- **Spotlight Callout**
- **Text-Only Callout**
- **Keystroke Callouts**
- **Auto Generate Keystroke Callouts**
- **Use Your Own Image as a Callout**

Move, Resize, Rotate, or Delete a Callout

Camtasia Studio Editor > Callouts tab

Callouts appear on the Callout track on the timeline.

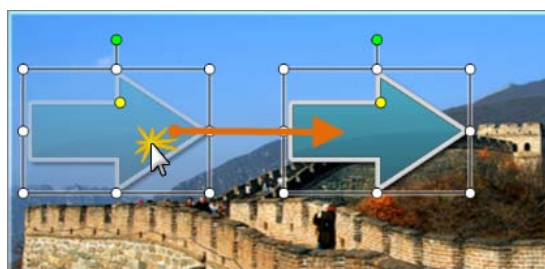To edit a callout, double-click it on the timeline.

- ▶ The Callouts tab opens.
- ▶ The callout is selected in the Callout manager.
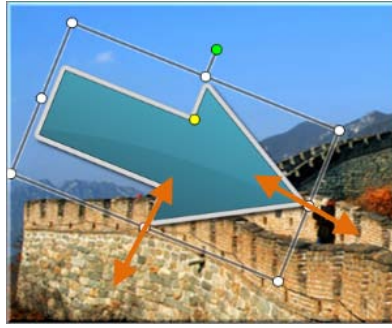- ▶ The callout is selected in the Preview Window.

Move Callout

To move the callout, within the Preview Window, click and drag the callout to a new location.

Or, enter an x-coordinate and y-coordinate into the **X** and **Y** fields at the bottom of the Callouts tab.
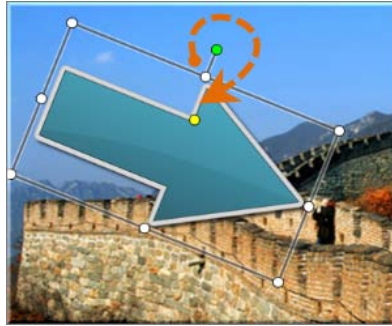

Resize Callout

To resize the callout, within the Preview Window, click and drag a callout handle.
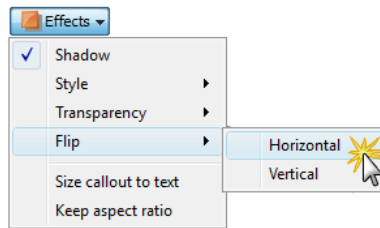
Rotate Callout

To rotate the callout, within the Preview Window, click and drag the green handle to the left or right.

Flip a Callout

To flip a callout, choose **Effects** > **Flip** > **Horizontal** or **Vertical**.
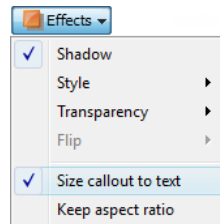

Size Callout to text
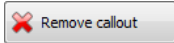
To have your callout automatically grow as text is added, enable the Size callout to text option.

Choose **Effects** > **Size callout to text**.

> The resize handles are not available when this option is enabled.

To Delete a Callout, do any of the Following

▶ Select the callout on the timeline and click <**Delete**> on the keyboard.

▶ Right-click a callout in the Preview Window or on the timeline and select **Remove from timeline** from the context menu.

▶ Double-click the callout on the timeline and click the **Remove Callout** button ✖ Remove callout in the **Callouts** tab.

▶ While in the Callouts tab, click the arrow icon to open the Callouts manager. Select a callout in the list and click the **Remove callout** button.
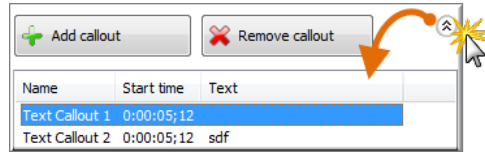
See also:

▶ **Add a Callout**
▶ **Callout Properties and Effects**
▶ **Text Shape Callout**
▶ **Shape Callout – No Text**
▶ **Sketch Motion Callout**
▶ **Highlight Callouts**
▶ **Transparent Hotspot Callout**
▶ **Add a Hotspot to a Callout**
▶ **Blur the Screen with a Callout**
▶ **Spotlight Callout**
▶ **Text-Only Callout**
▶ **Keystroke Callouts**
▶ **Auto Generate Keystroke Callouts**
▶ **Use Your Own Image as a Callout**

Edit and Add Effects to Your Video : Video Effects : Callouts : Callout Properties and Effects

Callout Properties and Effects

Camtasia Studio Editor > Callouts tab

Properties and effects include border color, fill color, transparency level, style, drop shadow, and more.

Not all effects or properties are available for every callout.
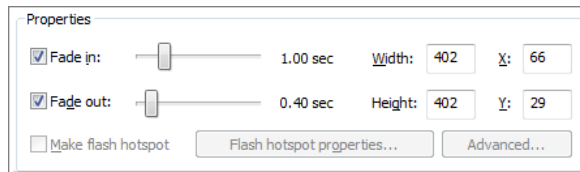
Turn Drop Shadow On or Off

Choose **Effects** > **Shadow**.

Keep Aspect Ratio

Maintains the current aspect ratio of the callout when resizing.

Choose **Effects** > **Keep aspect ratio**.

Fade In or Out

Gradually show or hide callout.

Enable Fade in or Fade out. Use the sliders to set the fade duration.

Transparency
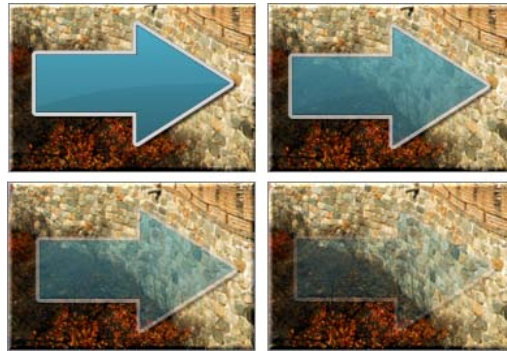
Choose **Effects** > **Transparency**.
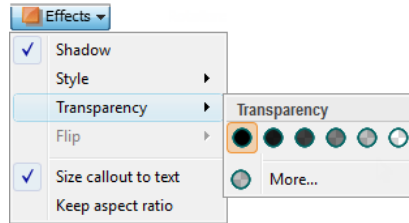
Style

Change the look of the callout.

Vector

Plain

3D Edge

Smooth
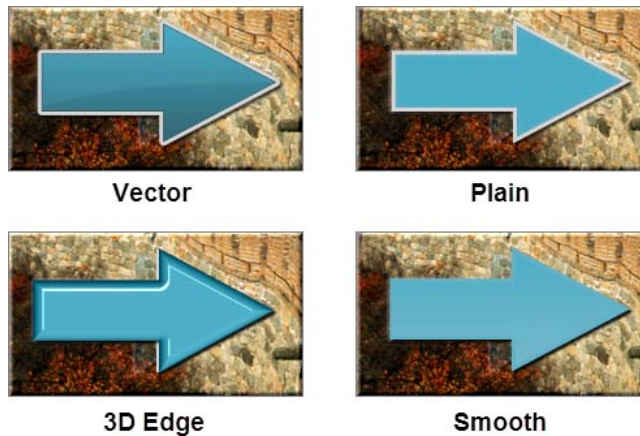
Choose **Effects** > **Style**.
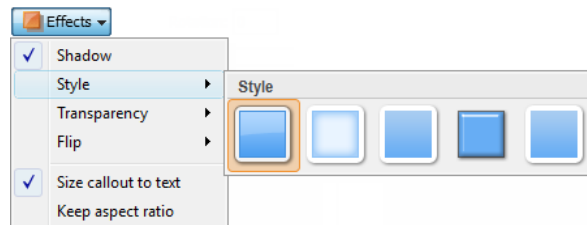
See also:

▶ **Add a Callout**
▶ **Move, Resize, Rotate, or Delete a Callout**
▶ **Text Shape Callout**
▶ **Shape Callout – No Text**
▶ **Sketch Motion Callout**
▶ **Highlight Callouts**
▶ **Transparent Hotspot Callout**
▶ **Add a Hotspot to a Callout**
▶ **Blur the Screen with a Callout**
▶ **Spotlight Callout**
▶ **Text-Only Callout**
▶ **Keystroke Callouts**
▶ **Auto Generate Keystroke Callouts**

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Edit and Add Effects to Your Video : Video Effects : Callouts : Text Shape Callout

Text Shape Callout

Camtasia Studio Editor > Callouts tab

The Text callouts can have text added to them. When the callout is resized or rotated, the text is automatically sized to fit.

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button .
4. Select a **Text** callout from the dropdown gallery**.** The callout appears in the Preview Window.
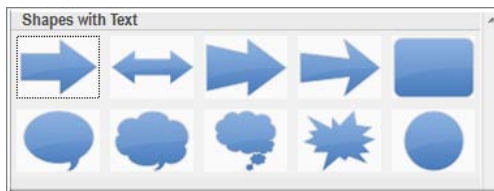
5. Enter text into the text box. The text is updated to the callout in the Preview Window.
6. Drag the callout to the desired location in the Preview Window.
7. Grab a handle to **adjust the size**.
8. Make changes to the **Font** style and size, **Border** color and width, **Fill** color, and other **Effects** such as shadow, opacity and style.
9. Optional: **Add a hotspot to your callout**.

See also:
► **Add a Callout**
► **Move, Resize, Rotate, or Delete a Callout**
► **Callout Properties and Effects**
► **Shape Callout – No Text**
► **Sketch Motion Callout**
► **Highlight Callouts**
► **Transparent Hotspot Callout**
► **Add a Hotspot to a Callout**
► **Blur the Screen with a Callout**
► **Spotlight Callout**
► **Text-Only Callout**
► **Keystroke Callouts**
► **Auto Generate Keystroke Callouts**
► **Use Your Own Image as a Callout**

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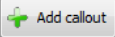
Shape Callout – No Text

Camtasia Studio Editor > Callouts tab

The shape Callouts **cannot** have text added to them.

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1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button [Add callout] .
4. Select a **Shape** callout from the dropdown gallery**.** The callout appears in the Preview Window.

5. Drag the callout to the desired location in the Preview Window.
6. Grab a handle to **adjust the size**.
7. Make changes to the **Border** color and width, **Fill** color, and other **Effects** such as shadow, opacity and style.

See also:

▶ **Add a Callout**
▶ **Move, Resize, Rotate, or Delete a Callout**
▶ **Callout Properties and Effects**
▶ **Text Shape Callout**
▶ **Sketch Motion Callout**
▶ **Highlight Callouts**
▶ **Transparent Hotspot Callout**
▶ **Add a Hotspot to a Callout**
▶ **Blur the Screen with a Callout**
▶ **Spotlight Callout**
▶ **Text-Only Callout**
▶ **Keystroke Callouts**
▶ **Auto Generate Keystroke Callouts**
▶ **Use Your Own Image as a Callout**

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Sketch Motion Callout

Camtasia Studio Editor > Callouts tab

Sketch motion callouts are animations drawn on the screen over a period of time. Customizations include drawing time, color, fade length, and more.
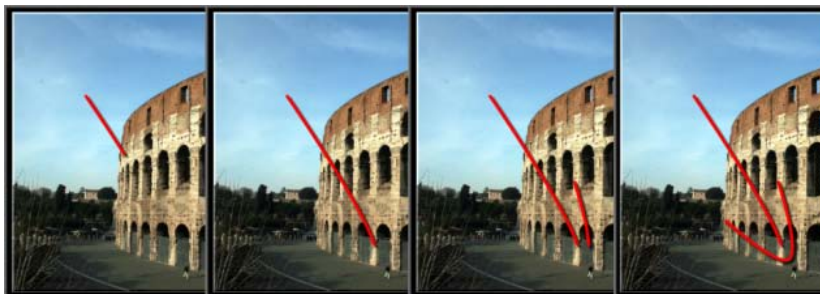
1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button .
4. Select a **Sketch Motion** callout from the dropdown gallery**.** The callout appears in the Preview Window.

5. Drag the callout to the desired location in the Preview Window.
6. Grab a handle to **adjust the size**.
7. Use the **Draw Time** slider to set the length of time for the drawing of the effect.
8. Use the **Fade out** slider to set the length of time for the fading out of the callout.
9. To change the color, click the **Border** button.
10. To adjust the transparency, click the **Effects** button.

See also:
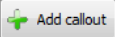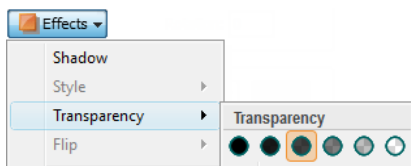
▶ **Add a Callout**
▶ **Move, Resize, Rotate, or Delete a Callout**
▶ **Callout Properties and Effects**
▶ **Text Shape Callout**
▶ **Shape Callout – No Text**
▶ **Highlight Callouts**
▶ **Transparent Hotspot Callout**
▶ **Add a Hotspot to a Callout**
▶ **Blur the Screen with a Callout**
▶ **Spotlight Callout**
▶ **Text-Only Callout**
▶ **Keystroke Callouts**
▶ **Auto Generate Keystroke Callouts**
▶ **Use Your Own Image as a Callout**

Edit and Add Effects to Your Video : Video Effects : Callouts : Highlight Callouts

Highlight Callouts

 Camtasia Studio Editor > Callouts tab

Add a highlight to bring attention to a location in your video. There are two different highlight callouts: one to work with dark areas and one for light areas.

Highlight Callout for a Dark Area
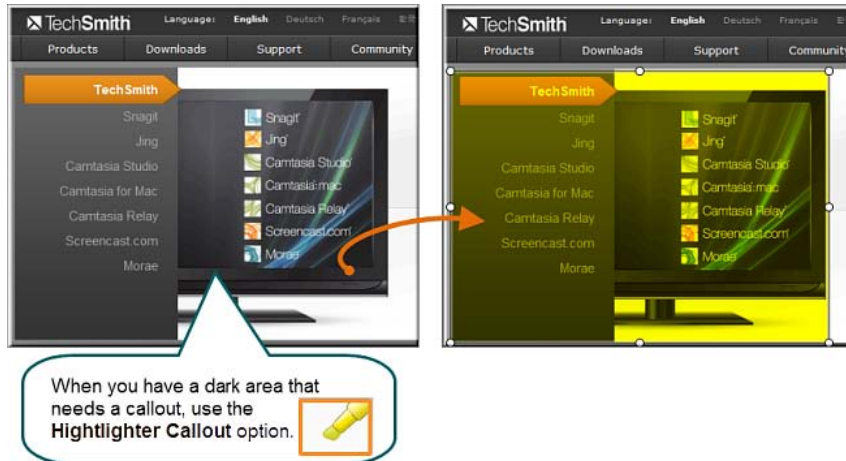
When you have a dark area that needs a callout, use the **Hightlighter Callout** option.

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button [Add callout].
4. Select the **Highlighter Callout** callout from the dropdown gallery**.** The callout appears in the Preview Window.
5. Drag the callout to the desired location in the Preview Window.
6. Grab a handle to **adjust the size**.
7. To change the color of the highlight, click the **Fill** button.
8. To adjust the transparency, click the **Effects** button.
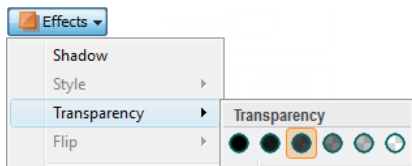
9. Optional: **Add a hotspot to your callout**.

Highlight Callout for Light Areas

When you have a light area that needs a callout, use the **Hightlight Rectangle** option.

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button [Add callout].
4. Select the **Highlight Rectangle** callout from the dropdown gallery**.** The callout appears in the Preview Window.
5. Drag the callout to the desired location in the Preview Window.
6. Grab a handle to adjust the size.
7. To change the color of the highlight, click the **Fill** button.
8. To adjust the transparency, click the **Effects** button.
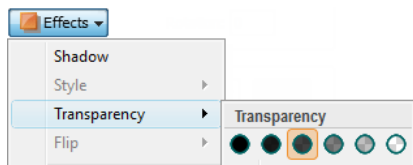
9. Optional: **Add a hotspot to your callout**.
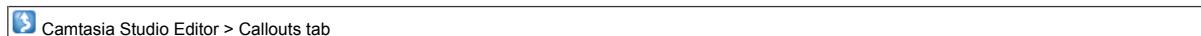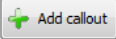

See also:

▶ **Add a Callout**
▶ **Move, Resize, Rotate, or Delete a Callout**
▶ **Callout Properties and Effects**
▶ **Text Shape Callout**
▶ **Shape Callout – No Text**
▶ **Sketch Motion Callout**
▶ **Transparent Hotspot Callout**
▶ **Add a Hotspot to a Callout**
▶ **Blur the Screen with a Callout**
▶ **Spotlight Callout**
▶ **Text-Only Callout**
▶ **Keystroke Callouts**
▶ **Auto Generate Keystroke Callouts**
▶ **Use Your Own Image as a Callout**

Edit and Add Effects to Your Video : Video Effects : Callouts : Transparent Hotspot Callout

Transparent Hotspot Callout

Camtasia Studio Editor > Callouts tab

Add a transparent hotspot callout to add interactivity within a produced Flash movie.

Use Flash hotspots to:

▶ Direct customers to a link to download your software.
▶ Show viewers Web sites in a new browser window.
▶ Demonstrate examples through hyperlinks in the callout.
▶ Take viewers to specific markers within the video.
▶ Allow viewers to replay a section in the video.

To include a Flash Hotspot in your video, you must produce to the Flash output (MPEG-4 or SWF).

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.

3. Click the **Add Callout** button .
4. Select the **Transparent Hotspot** callout from the dropdown gallery**.** The callout appears in the Preview Window.

5. Drag the callout to the desired location in the Preview Window.
6. Grab a handle to **adjust the size**.
7. If desired, add text in the text box.
8. To adjust the transparency, click the **Effects** button.
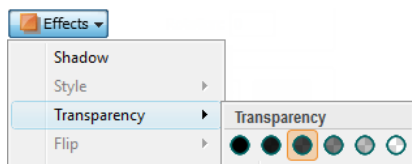
9. Enable the **Make Flash Hotspot** option and click the **Flash Hotspot Properties** button.
10. The *Flash Hotspot Properties* dialog appears. Select the **Flash Hotspot Actions** and click **OK**.

Flash Hotspot Actions

Option	Description
Pause at end of callout	The viewer must click the callout to continue viewing the video.
Click to continue	The viewer must click the callout to continue viewing the video.
Go to frame at time	The video jumps to a specific frame.
	Enter the frame to jump to in Hours:Minutes:Seconds;Frames.
Go to marker	The video jumps to a marker in the video.
	Select a marker from the dropdown to jump to.
Jump to URL	Opens the Web page. Enable the **Open URL in new browser window** to open the Web page in a separate window.

See also:
- **Add a Callout**
- **Move, Resize, Rotate, or Delete a Callout**
- **Callout Properties and Effects**
- **Text Shape Callout**
- **Shape Callout – No Text**
- **Sketch Motion Callout**
- **Highlight Callouts**
- **Add a Hotspot to a Callout**
- **Blur the Screen with a Callout**
- **Spotlight Callout**
- **Text-Only Callout**
- **Keystroke Callouts**
- **Auto Generate Keystroke Callouts**
- **Use Your Own Image as a Callout**

Edit and Add Effects to Your Video : Video Effects : Callouts : Add a Hotspot to a Callout

Add a Hotspot to a Callout

Camtasia Studio Editor > Callouts tab

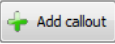To include a Flash Hotspot in your video, you must produce to the Flash output (MPEG-4 or SWF).

Add a Flash hotspot to a callout to add interactivity within a produced Flash video.

Use Flash hotspots to:

- Direct customers to a link to download your software.

- Show viewers Web sites in a new browser window.
- Demonstrate examples through hyperlinks in the callout.
- Take viewers to specific markers within the video.
- Allow viewers to replay a section in the video.

You can add a hotspot to the following callout types:
- Shape with Text
- Highlight Rectangle
- Text-only
- Keystroke
- Image
- Legacy

To Add a Hotspot to a Callout

💡 To add a hotspot to an existing callout, double-click the callout on the timeline. The **Callouts** tab opens.

1. In the Callouts tab, enable the **Make Flash Hotspot** option.
2. Click the **Flash Hotspot Properties** button.
3. The *Flash Hotspot Properties* dialog box appears.
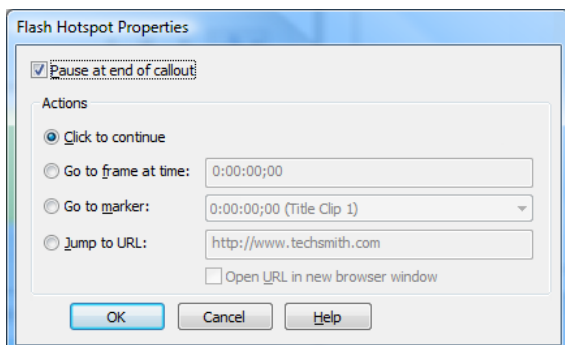
4. Select the **Hotspot** actions.
5. Click **OK**.

Flash Hotspot Actions

Option	Description
Pause at end of callout	The viewer must click the callout to continue viewing the video.
Click to continue	The viewer must click the callout to continue viewing the video.
Go to frame at time	The video jumps to a specific frame. Enter the frame to jump to in Hours:Minutes:Seconds;Frames.
Go to marker	The video jumps to a marker in the video. Select a marker from the dropdown to jump to.
Jump to URL	Opens the Web page. Enable the **Open URL in new browser window** to open the Web page in a separate window.

See also:
- **Add a Callout**
- **Move, Resize, Rotate, or Delete a Callout**
- **Callout Properties and Effects**
- **Text Shape Callout**
- **Shape Callout – No Text**
- **Sketch Motion Callout**
- **Highlight Callouts**
- **Transparent Hotspot Callout**
- **Blur the Screen with a Callout**
- **Spotlight Callout**
- **Text-Only Callout**
- **Keystroke Callouts**
- **Auto Generate Keystroke Callouts**
- **Use Your Own Image as a Callout**

Blur the Screen with a Callout
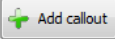
Camtasia Studio Editor > Callouts tab

Add blur callouts to maintain privacy while showing an actual process, screen, or issue.

The blur callout hides portions of the video containing confidential or sensitive content, such as:

- Email addresses
- Login information
- Phone numbers
- Personal information
- Credit card numbers

Normal View   Blur Callout

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button.
4. Select the **Blur** callout from the dropdown gallery**.** The callout appears in the Preview Window.

5. To adjust the blur effect, click the **Effects** button.
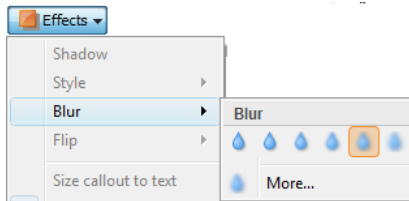
6. Drag the callout to the desired location in the Preview Window.
7. Grab a handle to **adjust the size**.

See also:

- **Add a Callout**
- **Move, Resize, Rotate, or Delete a Callout**
- **Callout Properties and Effects**
- **Text Shape Callout**
- **Shape Callout – No Text**
- **Sketch Motion Callout**
- **Highlight Callouts**
- **Transparent Hotspot Callout**
- **Add a Hotspot to a Callout**
- **Spotlight Callout**
- **Text-Only Callout**
- **Keystroke Callouts**
- **Auto Generate Keystroke Callouts**
- **Use Your Own Image as a Callout**

Spotlight Callout

Camtasia Studio Editor > Callouts tab

The Spotlight callout adds an area of light while dimming the rest of the screen.

Normal View   Spotlight Callout

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button
4. Select the **Spotlight** callout from the dropdown gallery**.** The callout appears in the Preview Window.

5. To adjust the amount of darkness, click the **Effects**button.

6. Drag the callout to the desired location in the Preview Window.
7. Grab a handle to **adjust the size**.

See also:

▶ **Add a Callout**
▶ **Move, Resize, Rotate, or Delete a Callout**
▶ **Callout Properties and Effects**
▶ **Text Shape Callout**
▶ **Shape Callout – No Text**
▶ **Sketch Motion Callout**
▶ **Highlight Callouts**
▶ **Transparent Hotspot Callout**
▶ **Add a Hotspot to a Callout**
▶ **Spotlight Callout**
▶ **Text-Only Callout**
▶ **Keystroke Callouts**
▶ **Auto Generate Keystroke Callouts**
▶ **Use Your Own Image as a Callout**

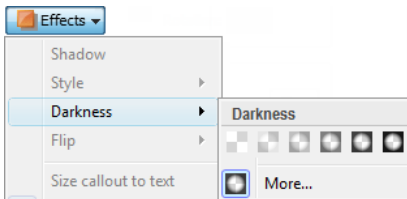## Text-Only Callout

Camtasia Studio Editor > Callouts tab

The Text-Only callout adds text to the video. No border option is available for this callout.

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button [Add callout].
4. Select the **Text** callout from the dropdown gallery**.** The callout appears in the Preview Window.

5. Drag the callout to the desired location in the Preview Window.
6. Grab a handle to adjust the size.
7. Add text in the text box.
8. Use the font options to change the font style, size, and more.

9. To adjust the transparency, click the **Effects** button.
10. Optional: **Add a hotspot to your callout**.

See also:
▶ **Add a Callout**
▶ **Move, Resize, Rotate, or Delete a Callout**
▶ **Callout Properties and Effects**
▶ **Text Shape Callout**
▶ **Shape Callout – No Text**
▶ **Sketch Motion Callout**
▶ **Highlight Callouts**
▶ **Transparent Hotspot Callout**
▶ **Add a Hotspot to a Callout**
▶ **Blur the Screen with a Callout**
▶ **Spotlight Callout**
▶ **Keystroke Callouts**
▶ **Auto Generate Keystroke Callouts**
▶ **Use Your Own Image as a Callout**

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Edit and Add Effects to Your Video : Video Effects : Callouts : Keystroke Callouts
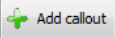
Keystroke Callouts

Camtasia Studio Editor > Callouts tab

Use Keystroke callouts to show keyboard activity in your video. For example, if you press <CTRL+ C> on the keyboard as you are recording, show that keyboard combination using the keystroke callouts.

Options include several key styles and built-in keystroke combinations.

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button .
4. Select the **Keystroke** callout from the dropdown gallery**.** The keystroke callout appears in the Preview Window.

5. Place the cursor in the **Enter keystroke or combination** field.
6. On the keyboard, press the keystroke combination or command. For commands such as , press and hold the CRTL key on the keyboard. When the plus sign appears in the field, press the next key.
7. To change the style or transparency, click the **Effects** button.
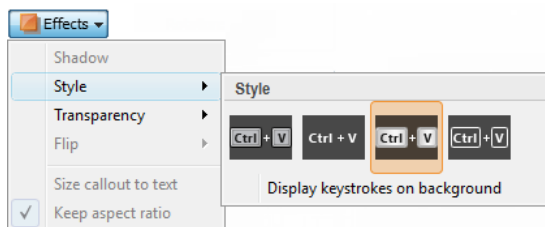
8. Drag the callout to the desired location in the Preview Window.
9. Grab a handle to **adjust the size**.
10. Optional: **Add a hotspot to your callout**.

See also:
- **Add a Callout**
- **Move, Resize, Rotate, or Delete a Callout**
- **Callout Properties and Effects**
- **Text Shape Callout**
- **Shape Callout – No Text**
- **Sketch Motion Callout**
- **Highlight Callouts**
- **Transparent Hotspot Callout**
- **Add a Hotspot to a Callout**
- **Blur the Screen with a Callout**
- **Spotlight Callout**
- **Text-Only Callout**
- **Auto Generate Keystroke Callouts**
- **Use Your Own Image as a Callout**

Edit and Add Effects to Your Video : Video Effects : Callouts : Auto Generate Keystroke Callouts

Auto Generate Keystroke Callouts

Camtasia Studio Editor > Callouts tab

📌 This option is only available when you save your recordings as a CAMREC file.

By default, Camtasia Recorder captures keyboard keystroke data. When your recording is saved as a CAMREC file, Camtasia Editor can automatically generate keystroke callouts using that data.

Auto generated keystroke callouts can be edited, deleted, moved, resized, etc. just like manually added keystroke callouts.

Use Keystroke callouts to show keyboard activity in your video. For example, if you press <CTRL+C> on the keyboard as you are recording, show that keyboard combination using the keystroke callouts.
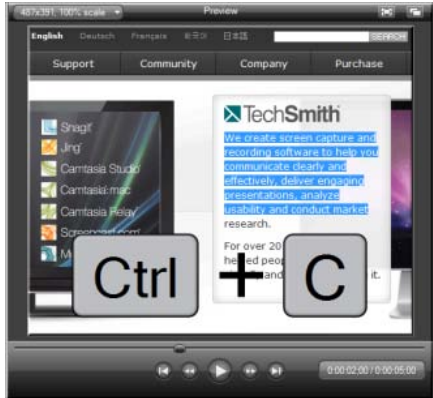

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.

2. Click the **Add Callout** button [Add callout].

3. Select the **Keystroke** callout from the dropdown gallery**.** The keystroke callout appears in the Preview Window.

4. Click the **Generate from camrec** button [Generate from camrec...]. The keystroke callouts are generated and placed on the timeline.

See also:
- **Add a Callout**
- **Move, Resize, Rotate, or Delete a Callout**
- **Callout Properties and Effects**
- **Text Shape Callout**
- **Shape Callout – No Text**
- **Sketch Motion Callout**
- **Highlight Callouts**
- **Transparent Hotspot Callout**
- **Add a Hotspot to a Callout**
- **Blur the Screen with a Callout**
- **Spotlight Callout**
- **Text-Only Callout**
- **Keystroke Callouts**
- **Use Your Own Image as a Callout**

Edit and Add Effects to Your Video : Video Effects : Callouts : Use Your Own Image as a Callout

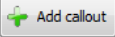## Use Your Own Image as a Callout

🔵 Camtasia Studio Editor > Callouts tab

Create your own custom callouts by importing an image file (.bmp, .gif, .png, or .jpg) into the *Custom Callout Manager*. Use custom callouts to:

- Include a consistent callout throughout a series of videos
- Update or correct a frame in the video
- Enlarge the cursor for a portion of the video
- Use a custom shape or company logo.

Normal View   Image Callout

1. In Camtasia Studio's Editor, click on the **Callouts** tab. The *Callouts* task page appears.
2. Position the playhead on the timeline where the callout will appear.
3. Click the **Add Callout** button [Add callout] .
4. Select the **Load Image** callout from the dropdown gallery**.** The *Load Image as Callout* dialog appears.

5. Browse and select the image to be used as the callout. Click **Open**. The callout is added to the Preview Window.
6. To add special color effects, use the **Border** and **Fill** color options.
7. To add a shadow or adjust the transparency, click the **Effects** button.
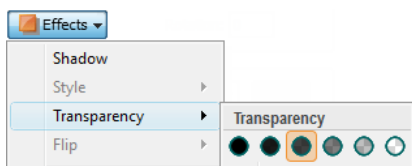
8. Drag the callout to the desired location in the Preview Window.
9. Grab a handle to **adjust the size**.
10. Optional: **Add a hotspot to your callout**.

See also:

▸ **Add a Callout**
▸ **Move, Resize, Rotate, or Delete a Callout**
▸ **Callout Properties and Effects**
▸ **Text Shape Callout**
▸ **Shape Callout – No Text**
▸ **Sketch Motion Callout**
▸ **Highlight Callouts**
▸ **Transparent Hotspot Callout**
▸ **Add a Hotspot to a Callout**
▸ **Blur the Screen with a Callout**
▸ **Spotlight Callout**
▸ **Text-Only Callout**
▸ **Keystroke Callouts**
▸ **Auto Generate Keystroke Callouts**

Edit and Add Effects to Your Video : Video Effects : Cursor Effects

Cursor Effects

Camtasia Studio Editor > Cursor Effects tab

In Camtasia Recorder, cursor data is collected and stored in the CAMREC recording file. In Camtasia Editor, the cursor can be enhanced for better visibility using a highlight, spotlight, sound effect and more.

The cursor effects work by inserting keyframes: one to add the effect and one to change or remove the effect.

For example, if a keyframe is added at the beginning of the video, all of the cursor instances in the video will be changed to match the cursor effects assigned to the keyframe.

To Add a Cursor Keyframe

1. Click the **Cursor Effects** tab. If it is not in view, click the **More** tab. From the list, select **Cursor Effects**.
2. The Cursor track will be turned on. Cursor clicks are shown on the track as red tick marks.
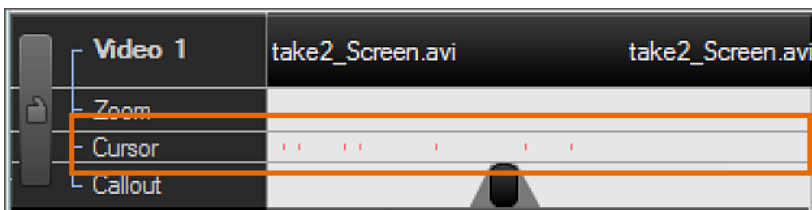
3. Position the playhead on the timeline. All instances of the cursor in the video that come after the playhead location will be changed by the effects assigned to the keyframe.
4. Click the **Add keyframe** button [Add keyframe]. The keyframe appears on the timeline.

5. Choose the highlight, click, and sound effects.
6. If additional effects are desired, repeat steps 3-5 to continue creating cursor effects.

To Hide the Mouse Cursor

The Hide option hides the cursor from view in the final video. To show the cursor again, remove the cursor keyframe.

1. Click the **Cursor Effects** tab. If it is not in view, click the **More** tab. From the list, select **Cursor Effects**.
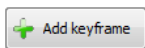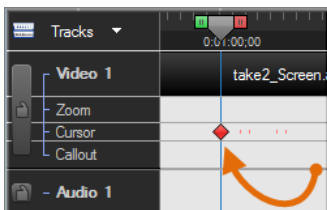2. Position the playhead on the timeline. All instances of the cursor in the video that come after the playhead location will be changed by the effects assigned to the Hide keyframe.
3. Click the **Add keyframe** button [Add keyframe]. The keyframe appears on the timeline.
4. Uncheck the **Mouse cursor visible** option.
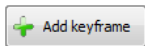
Enable Cursor Effect Options
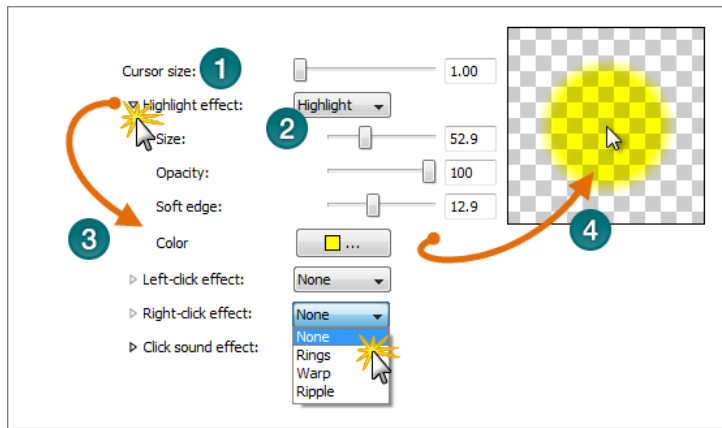
1	**Cursor Size**
	Use the slider to increase or decrease the cursor size.
2	**Choose Cursor Effects**
	Choose an option from any of the dropdown menus. This enables the properties for that effect.
3	**Enable Options**
	Click the small triangle next to the effect title. This opens and closes the properties.
4	**Cursor Preview Window**
	As effects are added, the preview window is updated. To view animation effects such as rings, right or left click on the preview window.

To Delete a Cursor Keyframe

▶ To **delete a cursor keyframe**, click a keyframe on the timeline and press the **<Delete>** key on the keyboard.
▶ To **remove all cursor keyframes**, right-click a keyframe on the clip and select **Remove all cursor zoom keyframes**.

Remove all cursor key frames

▶ In the Cursor Effects tab, choose a keyframe from the Manager. Click the **Remove keyframe** button.

Time	Clip
0:00:00;00	Default value
0:00:59;05	take2_Screen.avi
0:01:14;25	take2_Screen.avi

TechSmith
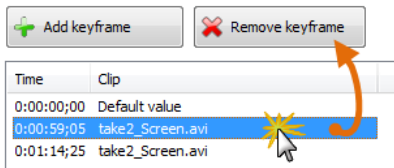
Edit and Add Effects to Your Video : Video Effects : Transitions

Transitions

Camtasia Studio Editor > Transition tab

Transitions may add to the total file size. Use a straight cut from one clip to another to avoid increasing the total file size.

You can only insert a transition between two clips on the timeline. Videos cannot begin or end with a transition.

To change the default duration for a transition, select **Tools > Options > Program tab**.

Transitions add a visual effect between the end of a clip and the beginning of the next clip. Use transitions to indicate the passage of time, change in location, to call attention, or to create a smooth flow between clips.

Random Dissolve and **Fade through Black** are commonly used transitions.
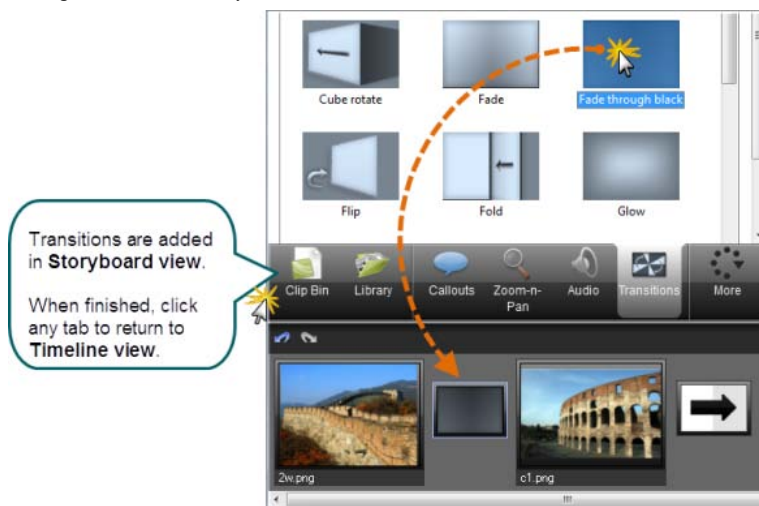
To Add a Transition

1. Click the **Transitions** tab. The view changes from timeline view to **Storyboard** view.

You can also insert a transition by pressing **<T>**. Camtasia Studio adds a fade transition or the last used transition. To change the transition, right-click on the transition and select **Change Transition**.

2. Double-click a transition to view the transition effect in the Preview Window.
3. Drag the desired transition onto the Storyboard between clips. A transition thumbnail appears.

Transitions in the Library can be dragged directly to the timeline. Double-click the transition on the timeline to edit it.

4. When you are done adding transitions, **click any tab to return to timeline view.** The transitions are visible on the timeline.
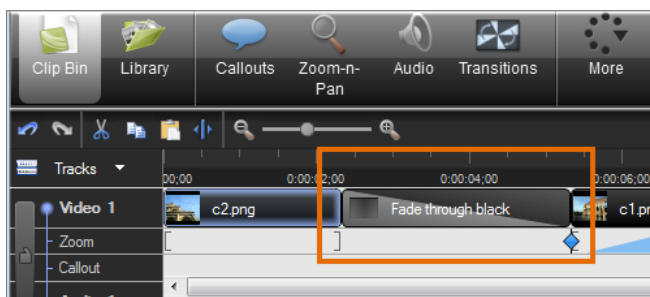
To Change the Duration of a Transition

1. Right-click the transition on the timeline.
2. Select **Transition Duration** from the context menu. The Transition Duration dialog appears.
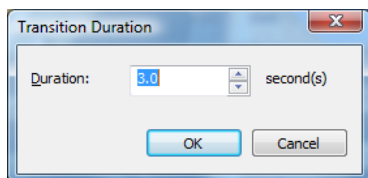
3. Enter a new duration, in seconds, or use the arrow buttons to make the change.
4. Click **OK**.

To Delete a Transition

1. Click a transition on the timeline.
2. Press the **<Delete>** key on the keyboard.

To Change a Transition

1. Double-click the transition on the timeline. The view changes from timeline view to **Storyboard** view.
2. Drag the desired transition onto the Storyboard overtop of the transition being replaced. The transition thumbnail updates.
3. When you are done changing transitions, **click any tab to return to timeline view.** The new transitions are visible on the timeline.

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Edit and Add Effects to Your Video : Video Effects : Open and Closed Captions

Open and Closed Captions

Camtasia Studio Editor > Captions tab

The Caption option synchronizes audio with onscreen caption text. Use captions to create videos accessible to a larger audience.

Open caption are always in view and cannot be turned off, whereas **closed captions** can be turned on and off by the viewer.

With captioning, you can create videos for:

▶ Viewers with hearing impairments.
▶ Viewers that cannot listen to audio in their current settings.
▶ International audiences—create subtitles and onscreen translations for non-native speakers.

### Captioning Methods

There are two ways to add captions to your video:

▶ **Add captioning by synchronizing text and audio**
Paste a prepared script into the text box and synchronize the captioning with the audio playback.
▶ **Add captions manually**
Manually type each caption into the text box. Set caption points to determine where the caption should begin and end.

Underlay
Open Captions under the video.

Overlay
Closed Captions on top of video.

To Add Open Captions to Your Video
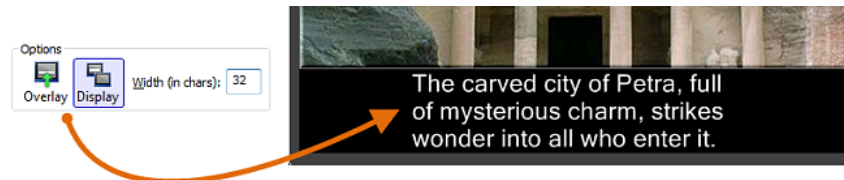
1. Click the **Captions** tab. If it is not in view, click the **More** tab. From the list, select **Captions**.
2. Read the Help tip that appears to learn how to add your caption text to the video. When done, click **Close**.
3. **Add your text** **manually** or by **synchronizing the text and audio**.
4. Make sure the **Overlay** button **is not enabled**.
5. Make sure the **Display** button **is enabled**.

Add Closed Captions to Your Video

1. Click the **Captions** tab. If it is not in view, click the **More** tab. From the list, select **Captions**.
2. Read the Help tip that appears to learn how to add your caption text to the video. When done, click **Close**.
3. **Add your text** **manually** or by **synchronizing the text and audio**.
4. Make sure the **Overlay** button **is enabled**.
5. Make sure the **Display** button **is enabled**.

Change the Caption Text Size

Captions cannot exceed three lines of text.

In the **Width** field, enter the number of characters per line. If you increase the number of characters per line, the text size decreases.

▶ The default setting is 32 characters per line.
▶ You may enter a value from 30 to 100.

**32 Characters Per Line
(Default Setting)**

50 Characters Per Line

Hide Captions in Your Video

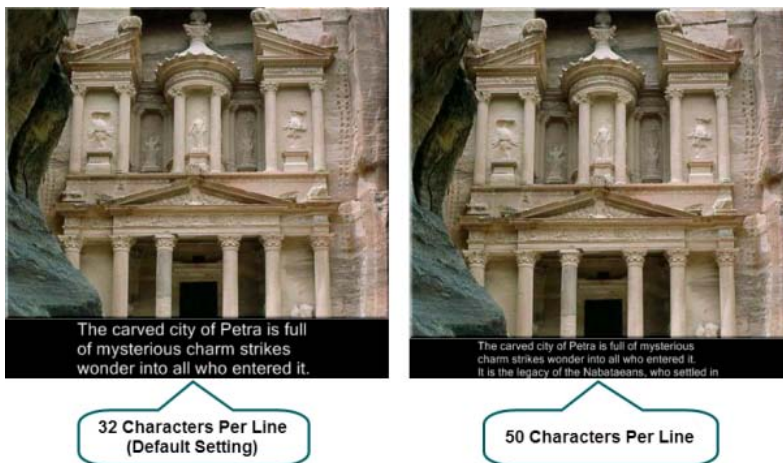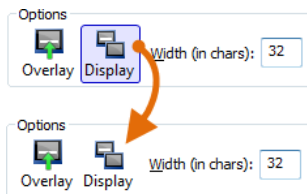The **Hide** option does not delete your captions from your video. It simply hides the captions during production.

1. Click the **Captions** tab. If it is not in view, click the **More** tab. From the list, select **Captions**.
2. Click **Close** in the tip dialog that appears.
3. Disable the **Display** button.

When you want to include captions again, repeat these steps and turn on the **Display** option.

See also:

▸ **Open and Closed Captions**
▸ **Add Captions to Video by Synchronizing Text and Audio**
▸ **Add Captions to Video by Manually Setting Caption Points**

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Edit and Add Effects to Your Video : Video Effects : Open and Closed Captions : Add Captions to Video by Synchronizing Text and Audio

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Add Captions to Video by Synchronizing Text and Audio

Camtasia Studio Editor > Captions tab

You can paste a prepared script into the text box and synchronize the captioning with the audio playback. Using a prepared script allows you to save the text for future use and to check for spelling and grammatical errors.

1. Make sure your script is copied to the clipboard.
2. Click the **Captions** tab.
3. Read the Help tip that appears to learn how to add your caption text to the video. When done, click **Close**.

4. Click the **Paste** button ![Paste] to paste the script into the text box. After the first three lines of text in the text box, the text changes from black to red. The text turns to red to remind you that any text over three lines is not included in the current caption.

5. Click the **Start** button ![Start]. The video plays back from the beginning of the timeline. To set a new caption point, click on any words (black or red) within the text box.
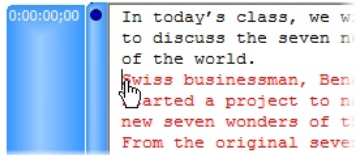
💡 Move your cursor over the first red word in the text box. When you hear that word during playback, click the word. Camtasia Studio sets a caption at that location. As a result, three lines of text in the text box change to black. The red text indicates where a new caption point should begin.

6. Continue to set caption points until all the text changes to black.

📌 Captions display in the video until you enter a new caption. Insert a blank caption to not display any captioning for a portion of the video.

7. Click the **Stop** button .

Sync Text and Audio Dialog Box

If you create caption points with the **Sync text and audio** option, this dialog appears. Select one of the following options:

▶ **Start at beginning of Timeline and remove all existing caption points**
Move the playhead to the beginning of the timeline and start the text and audio synchronization at the beginning of the text box. This option removes any previously set caption points.

▶ **Start at current caption and remove subsequent caption points**
Start the text and audio synchronization at the currently selected caption point. This option does not affect any proceeding caption points, but overwrites any caption points from the selected caption on.

See also:
▶ **Open and Closed Captions**
▶ **Add Captions to Video by Manually Setting Caption Points**

Edit and Add Effects to Your Video : Video Effects : Open and Closed Captions : Add Captions to Video by Manually Setting Caption Points

Add Captions to Video by Manually Setting Caption Points

🔵 Camtasia Studio Editor > Captions tab

With manual captioning, you type each caption into the text box and set caption points to determine where the caption should begin and end.

📌 You may need to replay the clips on the timeline repeatedly to hear the audio and simultaneously enter text into the text box.

📌 You can add a new caption point from the timeline by pressing **<A>**. The caption hotkey does not work when in the *Open Captions* pane.

1. Click the **Captions** tab.
2. Read the Help tip that appears to learn how to add your caption text to the video. When done, click **Close**.
3. Position the playhead on the timeline to where you want to begin captioning.
4. Click **Add** . A caption point appears in the pane next to the text box.
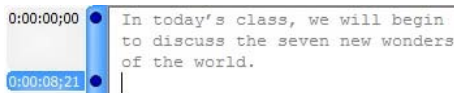
5. Enter text into the text box. The caption appears in the Preview Window as you type.

📌 Captions beyond three lines changes to red. The red text indicates where a new caption point should begin. To include the red text, insert the text cursor before the first red word and click **Add** .

6. Click the **Play** button in the Preview Window. When you reach a point in the audio playback when you want to insert a new caption point, click the **Pause** button.
7. Insert the text cursor at the end of the text box.
8. Click **Add**.
9. A new caption point appears. Enter the text to appear in the caption.
10. Repeat for all captioning.

📌 Captions display in the video until you enter a new caption. Insert a blank caption to not display any captioning for a portion of the video.

See also:

▶ **Open and Closed Captions**
▶ **Add Captions to Video by Synchronizing Text and Audio**

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Edit and Add Effects to Your Video : Video Effects : Quiz and Survey
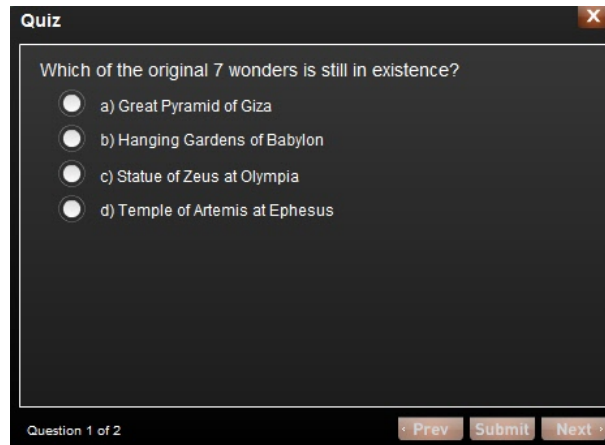
Quiz and Survey

Camtasia Studio Editor > Quizzing tab

Insert a Flash quiz or survey into your video:

▶ **Flash quiz**
Test viewers' knowledge through multiple choice, fill in the blank, and short answer questions. Flash Quizzes report quiz scores based on the number of correct answers entered.

▶ **Flash survey**
Add open ended questions to gain feedback or gather user information such as an email address to contact the viewer at a later time. Flash surveys report a list of responses given by the viewer.

You must produce the video as Flash (MPEG-4, FLV or SWF) to include a Flash quiz or survey.

With a Flash quiz or survey, you can:

▶ Include an unlimited number of fill in the blank, multiple choice, or short answer questions.
▶ Provide up to twelve answers options per question.
▶ Display feedback (Correct/Incorrect) when a viewer submits an answer.
▶ Preview the look of your quiz questions on the screen.
▶ Analyze quiz results via a SCORM-compliant Learning Management System (LMS).

Quiz ✕

Which of the original 7 wonders is still in existence?

◯ a) Great Pyramid of Giza

◯ b) Hanging Gardens of Babylon

◯ c) Statue of Zeus at Olympia

◯ d) Temple of Artemis at Ephesus

Question 1 of 2   ‹ Prev   Submit   Next ›

See also:

▶ **Question Types**
▶ **Add a Quiz or Survey**
▶ **Quiz or Survey Appearance and Feedback**
▶ **Customize Quiz Placement and Opacity**

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Edit and Add Effects to Your Video : Video Effects : Quiz and Survey : Question Types

Question Types

Camtasia Studio Editor > Quizzing tab

Add any of the following question types to your Flash quiz or survey:

Multiple Choice

Requires the viewer to select an answer from a list of answers provided.

▶ Quiz example: Which color is not a subtractive primary color?
- Magenta
- Yellow
- Red

▶ Survey example: Which method of help do you prefer?
- Help file
- Tutorial videos
- PDF guide
- Other

Fill in the Blank

▶ Requires the viewer to enter a short answer to fill in the blank in the question.
- Quiz example: The creator of Snagit and Camtasia Studio, two popular software applications, is _____.
- Survey example: What state do you live in? Please enter your state.

Short Answer

▶ Requires the viewer to enter a short answer. Commonly used format for surveys.
- Quiz example: Enter your email address.
- Survey example: How can we improve our videos?

Tips for Writing Fill in the Blank Questions

▶ Include a question that prompts for the viewer's name or ID in order to identify the quiz or survey at a later time.
▶ Provide acceptable answer terms that allow for common spelling errors, possible abbreviations, or partial answers.
▶ Avoid using nicknames.
▶ Avoid using lists.
▶ Keep answers limited to one or two words to avoid mismatched answers due to extra spaces or the order of the answer terms.
▶ Answers are not case sensitive. For example, TechSmith could be entered as techsmith or TechSmith or any other combination of upper and lowercase letters.
▶ Use only one blank per question.

See also:
▶ **Quiz and Survey**
▶ **Add a Quiz or Survey**
▶ **Quiz or Survey Appearance and Feedback**

![TechSmith]

Edit and Add Effects to Your Video : Video Effects : Quiz and Survey : Add a Quiz or Survey

Add a Quiz or Survey

 Camtasia Studio Editor > Quizzing tab

 Add a Flash Quiz to the timeline as the final step in the editing process.

1. Position the playhead on the timeline.
2. Click the **More** tab and choose **Quizzing**.
3. The *Flash Quiz and Survey Manager* appears. Click the **Add Quiz** or the **Add Survey** link.
4. Select the **Appearance and Feedback options**.
5. Select a question type and click **OK**. See **Question Types**.
6. The *Question* page appears. Enter a question into the **Questions** text box.
7. If the question type is a multiple choice or fill in the blank question, enter the correct answer(s) into the **Answers** text box.
8. Select **Save question and add another question** or **Save question and return to the manager**.

Preview a Question

▶ In the *Flash Quiz and Survey Manager*:
Select a question and then click the **Preview** button. A preview of the question appears in a Web browser.
▶ On the *Questions* page: A preview of the question automatically appears in the Preview Window as you edit a question. Click the **Preview** button to test the question in a Web browser.

See also:
▶ **Customize Quiz Placement and Opacity**

▶ **Quiz and Survey**

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Edit and Add Effects to Your Video : Video Effects : Quiz and Survey : Quiz or Survey Appearance and Feedback

Quiz or Survey Appearance and Feedback

Camtasia Studio > Quizzing tab > Add a Quiz or Add a Survey > Select a Question Type > Appearance and Feedback button

Option	Description
Quiz Name or Survey Name	Enter the name to appear at the top of the quiz or survey.
Answer numbering	Select how to number the answers in a multiple choice question.
Include these questions in quiz score	Select to include the current question in the quiz score.
Display feedback when questions are answered	Displays feedback (Correct/Incorrect/Other) when the viewer submits an answer.
Feedback	Enter the text to display when the viewer submits a survey answer. Thank you is the default.
If correct, display	Enter the text to display when the viewer submits a correct answer.
If incorrect, display	Enter the text to display when the viewer submits an incorrect answer.
If incorrect	Select the action to occur when a viewer submits an incorrect answer: ▶ **Continue:** Allows the viewer to continue to the next question. If it is the last question, the video continues. ▶ **Jump to Time:** Takes the viewer to a specific point in the video. Enter the time to jump to in Hours:Minutes:Seconds;Frames.

See also:

▶ **Quiz and Survey**
▶ **Question Types**
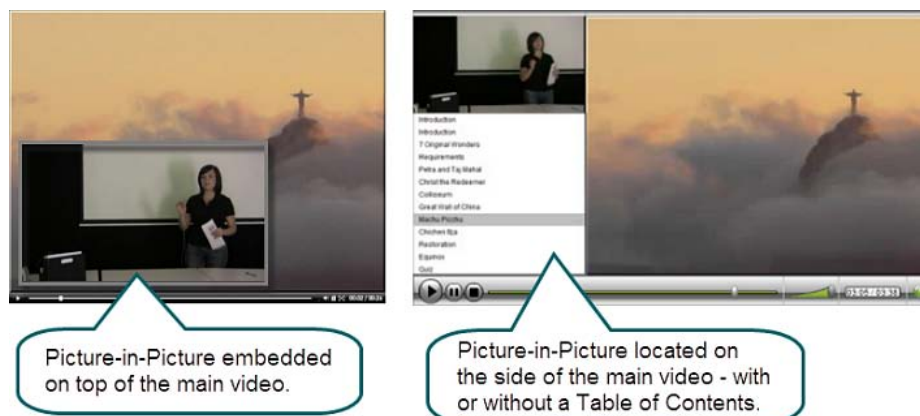▶ **Add a Quiz or Survey**

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Edit and Add Effects to Your Video : Video Effects : Picture-in-Picture (PIP)

Picture-in-Picture (PIP)

Camtasia Studio Editor > Camtasia Studio Editor > Picture-in-Picture tab

A Picture-in-Picture (PIP) is an additional video clip (usually a Web camera recording) that plays embedded into the main video or next to the main video. You can add video or image files onto the PIP track on the timeline.

When you produce your video, you have several options for the placement of the PIP video: embedded on top of the main video or placed on the side of the video with or without a table of contents.

Picture-in-Picture embedded on top of the main video.

Picture-in-Picture located on the side of the main video - with or without a Table of Contents.

Continue with:

▶ **Record a Web Camera in Camtasia Recorder**
▶ **Record Camera (Webcam) Video in Camtasia Studio**
▶ **Modify a Picture-in-Picture (PIP)**
▶ **Unlink Audio and Video Tracks**

Edit and Add Effects to Your Video : Video Effects : Picture-in-Picture (PIP) : Choose the Editing View for the PIP Video

Choose the Editing View for the PIP Video

Camtasia Studio Editor > Camtasia Studio Editor > Picture-in-Picture tab

When you add a clip onto the PIP track, the *Select PIP Preview* dialog box appears. Choose how to display the PIP while you edit your main video: as an **embedded video** or as a **side-by-side video**.

The PIP preview option determines the position of the PIP video during editing; it is not a production option.

To change the PIP preview at a later time, select **View** > **Toggle PIP Preview Placement** or press **<CTRL + F8>**.
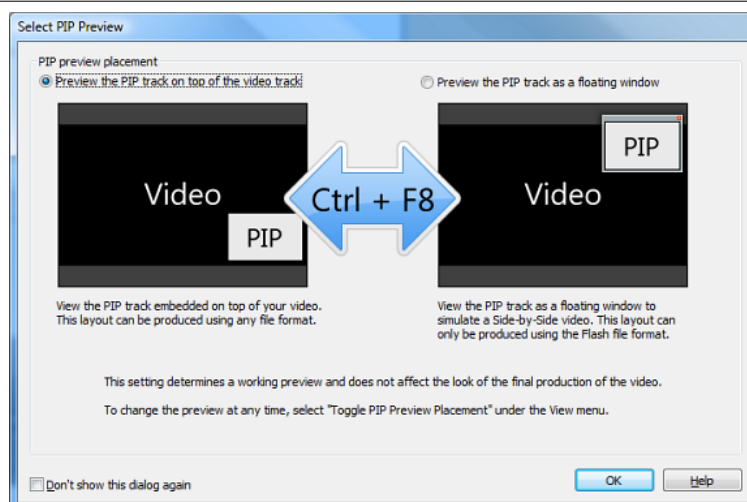

Preview the PIP Track on Top of the Video Track (Embedded)

The PIP appears in the lower right corner of the main video as shown in the image below. Select this option if you plan to produce the final video as a Flash embedded video.
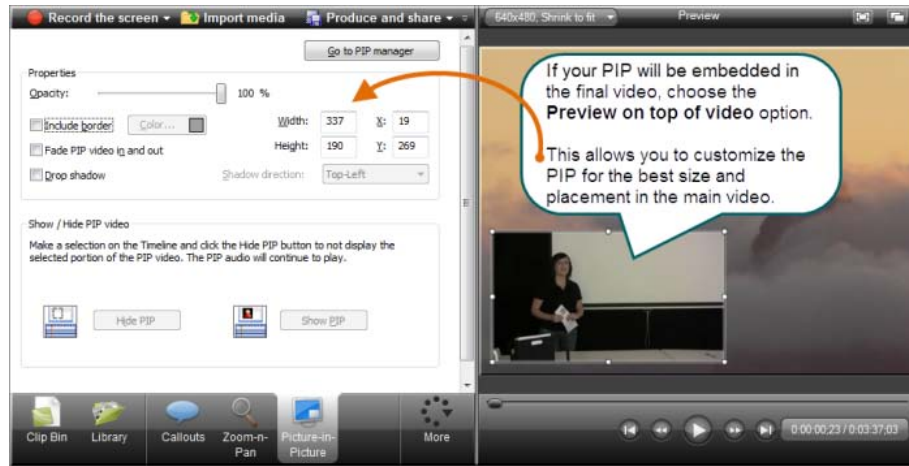
Preview the PIP Track as a Floating Window

The PIP appears in a floating window separate from the main video. This option provides a preview for how the video may look using the **Side-by-Side** template option in the Production Wizard.
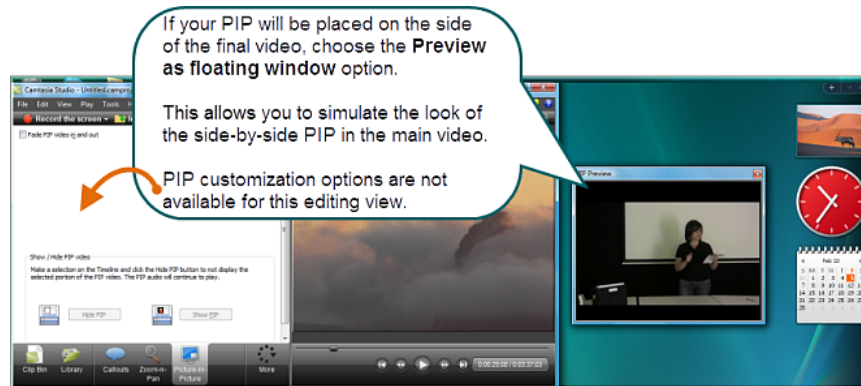
See also:

▶ **Record a Web Camera in Camtasia Recorder**
▶ **Record Camera (Webcam) Video in** Camtasia Studio
▶ **Modify a Picture-in-Picture (PIP)**
▶ **Unlink Audio and Video Tracks**

![TechSmith logo]

Record Camera (Webcam) Video in Camtasia Studio

> Camtasia Studio Editor > Camtasia Studio Editor > Record Camera tab

The **Record Camera** option records camera video from a Web camera and synchronizes it with the video on the timeline. Use the recorded camera video clip as a Picture-in-Picture (PIP) or side-by-side video within the main video.

1. Position the playhead on the timeline.
2. From the More tab, select **Record camera**.
3. The *Record Camera* pane appears. If the camera is set up properly, the camera appears in the **Available video devices** dropdown.
4. Select the recording and audio options.
5. Click the **Start Recording** button. The video on the timeline (if applicable) plays back in the Preview Window as you record the Web camera.
6. Click the **Stop Recording** button.
7. The *Save Video Capture As* dialog appears. Enter a file name and click **Save.**
8. Click **Finished**.

The video clip appears in the Clip Bin and on the PIP track on the timeline.

See also:
- **Picture-in-Picture (PIP)**
- **Choose the Editing View for the PIP Video**
- **Modify a Picture-in-Picture (PIP) Video**
- **Editor Audio Setup Wizard**
- **Record a Web Camera in Camtasia Recorder**

Edit and Add Effects to Your Video : Video Effects : Picture-in-Picture (PIP) : Modify a Picture-in-Picture (PIP) Video

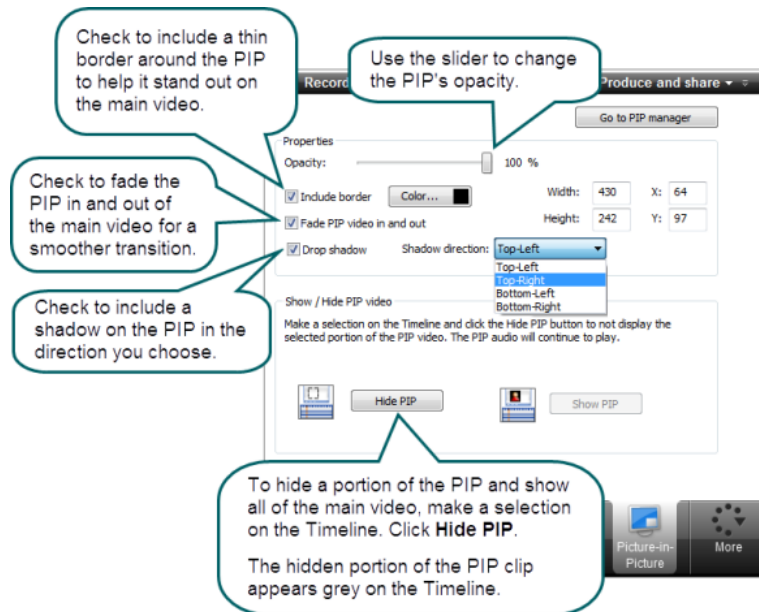## Modify a Picture-in-Picture (PIP) Video

Camtasia Studio > Picture-in-Picture (PIP) tab > Modify selected PIP clip link

The options available on the *Modify Picture-in-Picture (PIP)* tab depend on the **PIP preview** option selected. Some options (size, position, border, opacity, and drop shadow) do not apply when producing a video with the Side-by-Side Flash template.
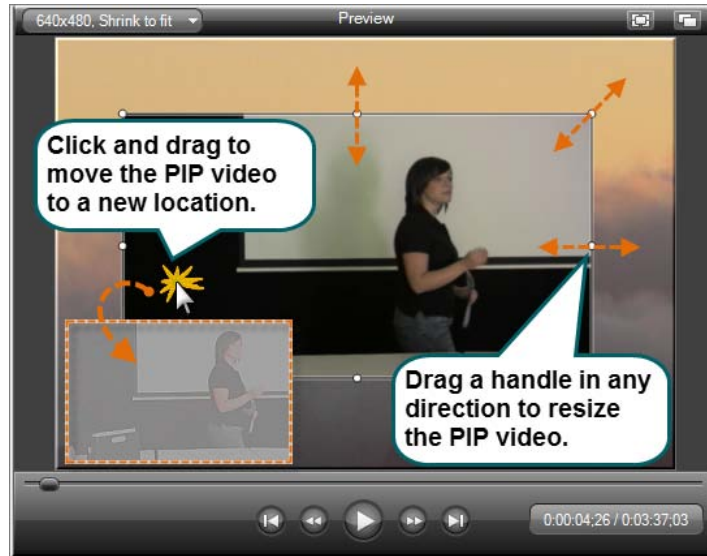
The PIP audio continues to play when a PIP clip is hidden.

Picture-in-Picture Tab Options

Double-click a PIP video on the timeline to access the edit options in the Picture-in-Picture tab.

Use the Preview Window to Change Size and Location

See also: