

# instructional support

Enhancing Teaching and Learning through Technology

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## Camtasia FAQ

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### 1. What is Camtasia?

Camtasia is a screen capturing software that allows you to create instructional snippets. Full length lectures that follow your PowerPoint augment your online course or for students to review from online. The ease of adding voice audio completes your full featured presentation.

### 2. Which platform can it be install?

Currently Camtasia only works for PC platform and not Macintosh.

### 3. What is the minimum requirement for the PC hardware before installing Camtasia?

In order to get the maximum benefit from Camtasia Studio, we have a recommended set of system specifications. If you are planning to purchase a new computer to use with Camtasia Studio, we strongly recommend that the system you buy meet or exceed our recommended specifications.

#### Authoring Requirements:

- Microsoft Windows XP or Windows Vista
- Microsoft DirectX 9 or later
- 1.0 GHz processor minimum (*recommended: 2.5 GHz for PowerPoint and Camera recordings*)
- 500 MB RAM minimum (*recommended: 1 GB*)
- 60 MB of hard-disk space minimum for program installation
- Windows-compatible sound card, microphone and speakers (*recommended*)
- Camtasia Studio Add-in for PowerPoint requires PowerPoint 2000, 2002, 2003 or 2007
- Production to Apple iPod format requires Apple QuickTime 7.1 or later
- Camera video recording requires a USB Camera. Digital video (DV) cameras are not supported

#### Playback Requirements:

- Microsoft Windows 2000, XP or Vista or later
- 300 MHz processor
- 64 MB of RAM
- Macromedia Flash Player 8 or later
- Windows-compatible sound card and speakers

**If you produce the final product and place the html file link for your audience to view, your audience will need:** a minimum Dial-up internet connection (recommended: faster internet, such as cable modem) in addition to the Playback Requirements listed above.

### 4. How much is the licensing cost and how will it works?

The license costs \$59/install annually. Camtasia request form is available at:

[http://www.pcc.edu/resources/instructional-support/tools/camtasia/documents/is\\_camtasia\\_request\\_form.pdf](http://www.pcc.edu/resources/instructional-support/tools/camtasia/documents/is_camtasia_request_form.pdf)

## 5. I am not a computer savvy, can I learn this fast?

Learning depends on the person. Camtasia can be a simple software to learn to produce the final product. It can easily become more complicated when you want to utilize more advanced features. "Practice makes perfect" applies to learn Camtasia software and if you have the time and patience, you'll be a wizard in no time. You can view sample Camtasia movies at: <http://www.pcc.edu/resources/instructional-support/tools/camtasia/>

## 6. Step-by-step design and development kit will help you design your project, if you have a concept, but are unsure of where to go next:

For a **Full Project Development Experience**, consider the following questions before creating your video:

### 1. What is my objective and concept?

- 1.1. Topic Outline
- 1.2. Storyboard/ Script
- 1.3. Process Map (for more complex simulations)

### 2. Who is your audience?

- 2.1. What connection speed is the majority of your audience on?
- 2.2. Does your audience have access to audio? Do you need to include captioning?  
Captioning is required for accessibility (ADA requirement)
- 2.3. Will this go to a worldwide audience?
- 2.4. Does your audience have any vision impairment?

### 3. What is the purpose of the video?

- 3.1. I will use this video for a one-time event → suggestion: **Don't waste your time to do this!**
- 3.2. I will use this video as a lecture or demonstration tutorial more than one-time → **Yes, do it!**
- 3.3. Is this a Screen Recording or a Patchwork Media Project?
  - 3.3.1. I want to record lectures for students who missed the class or want to review later.
  - 3.3.2. I want to produce a Demonstration video tutorial.
  - 3.3.3. I want to produce a Simulation.

### 4. How much time can I commit to this project?

- 4.1. **Quick and dirty**- for volatile information, concepts, & project planning
- 4.2. Designing and Developing Additional Features / Presentation
- 4.3. Hello, Hollywood!

### 5. How do you plan to distribute the video?

Will you distribute the video on a Web site, blog, company network, CD-ROM, DVD, iPod, media player, etc.? It is important to select the appropriate settings to optimize your video for the desired distribution method. Settings such as video dimensions, file size, and file format are important when creating a video. Use the presets available in the Project Settings and Production Wizard to help you select the appropriate settings for the desired distribution method.

Prior planning is important, if you have little time to get from concept to final product, view the manufacturer's tutorial: <http://techsmith.com/learn/camtasia/current/general/1101.asp>).

Some Camtasia movies tutorial examples:

[http://video.techsmith.com/camtasia/latest/edu/showme/enu/cs\\_showme.html](http://video.techsmith.com/camtasia/latest/edu/showme/enu/cs_showme.html).

## 7. What format is the final product?

The smallest and best final product is to create a Shockwave Flash file (.swf).

For example: we produce a file called “training”.

If you do not use a camera feature, Camtasia will produce 4 files:

- training.html
- training.swf
- ProductionInfo.xml
- swfobject.js

**If you use the camera feature, Camtasia will produce:**

- training.html
- training.swf
- training\_PIP.flv
- training\_config.xml
- training\_controller.swf
- training\_preload.swf
- swfobject.js
- training.js
- FlashTemplate.css
- Training\_nofp\_bg.gif

## 8. What other formats are available for me to produce a final Camtasia movie in?

Camtasia's Produce Movie feature will publish a movie to the following formats:

- SWF or FLV
- WMV (Windows Media Video)
- MOV (Quicktime)
- AVI
- M4V (iPod /iTunes)
- MP3 audio only
- RM (RealMedia)
- CAMV (Camtasia for RealPlayer)
- GIF animation

Custom Profile- Allows you to set nearly every detail of a video format, within the above available formats, and save it as a profile. Here are two scripts for processing hi and lo quality Camtasia movies for streaming.

## 9. I heard that not everybody has flash and how can we get it to work?

Most browsers and computers now come with the Shockwave Flash plug-in. If someone doesn't have the flash plug-in or needs to update their version, it can easily be downloaded from:

[http://www.macromedia.com/shockwave/download/index.cgi?P1\\_Prod\\_Version=ShockwaveFlash.](http://www.macromedia.com/shockwave/download/index.cgi?P1_Prod_Version=ShockwaveFlash)

## 10. What kind of software can I use to record with Camtasia?

Camtasia will work with most software, such as Word, PowerPoint, Adobe Acrobat, etc. even Programming software, such as Visual Basic. You can also work with Starboard or Wacom tablet and record it with Camtasia.

### 11. Can I do animation with Camtasia?

Not directly in Camtasia, no. But you can bring in media clips that show animation, and easily drag and drop them into your presentation on the timeline. If you have animations built into your PowerPoint, they will record. Note: This process can be very intensive for your computer to process.

### 12. Where can I get help if I'm stuck?

Inside Camtasia, each task you want to do has 2 help features:

- Assist Me: will open a Help file where you can search by topic.
- Show Me: will connect to techsmith website for online video tutorial.

### 13. Where do I start or what do I need to start using Camtasia?

- a Camtasia software with the current license.
- a working PC computer which has the software you need to work with.  
(do we have to be specific about what kind of PC?)
- a good microphone.
- speaker or headphones recommended.
- camera is optional.



### 14. Where can I put this Camtasia final product to show my student?

You can upload it to Blackboard CE6 or the Spot server. If you use Blackboard CE6, you must zip all 6-7 files into 1 folder, then upload and unzip it into Blackboard CE6. If your final project is larger than 5 MB, contact your campus Presentation Support Specialist for information on storing the files in the PCC streaming server.

### 15. Things to remember before you start recording and creating Camtasia:

- Keep your topic small and concise. Consider dividing into sections if your topic is broad.
- Keep the file size small for your dial-up audience.
- Remember, the more features you add to your Camtasia movie, the larger the product file size.
- Have a script ready to reduce your editing time.
- Bring a flash drive to save the files.
- Record in a quiet place.
- Think about your learning objective. What concept or process are you trying to convey? Camtasia is one of those programs where it really pays to plan ahead to avoid a lot of editing and aggravation.
- Use a script to help produce the best recording. It will avoid mistake or saying "um" or "uh".
- Make your movie smaller, shorter, concise, and to the point. It's easier to produce, easier to serve; easier to keep files lean and mean. If you have longer presentations, we can stream them, but we encourage you to consider how your concept can be chunked, before having you produce a longer more complex presentation. With that said; whatever you feel you need to produce to convey your concept is wonderful to us. We are very happy you're using this technology!
- Practice, practice, practice. It takes practice and patience to learn how to use the software. Don't worry about having a perfect recording the first time.  
If you make a mistake when recording, don't be panic! Paused your speech and restart the sentence again. You can crop the mistake later during editing and you will get a smoother recording.
- Watch the mouse and keyboard entry. Normal mouse and cursor movements can appear jerky, hesitant, or too fast in the recording. Practice using the mouse around the screen in a slow, thud motion. If you don't want to record keyboard sounds, you can crop it later during editing as long as you don't record other things with it.

- Monitor the audio level as you record. The green to yellow range is normal. Orange to red will break the sound. Best sound quality is when the audio level is in the green to very light orange range.

## 16. Quick keys for Camtasia:

**F9** → Start/Pause recording      **Ctrl** + **Shift** + **F9** → Start recording within PowerPoint

**F10** → Stop recording      **Ctrl** + **Shift** + **F10** or **Esc** → Stop recording within PowerPoint

You can set up additional /change the default Quick keys:

Within the **Camtasia Recorder** screen, click **Tools** → **Options** menu, inside **Hotkeys tab**, you can customize the *Start recording*, *Stop recording*, *Screen Draw*, and *Marker*. For more features, click the **Advance** button to set up *Auto Pan*, *Hide*, *Zoom In*, *Zoom Out*, and *Mute* keys.

## 17. Other feature you can master inside Camtasia Recorder/Editing mode:

- Sound effect
- Mouse/cursor effect
- Zoom in/ out effect
- Call out/transitions
- Title Clips
- Captions
- Voice Narration
- Flash Quiz

## 18. Does Camtasia only recognize windows media files? I couldn't get it to "see" real media files?

You are correct, RealMedia is not supported for import, but you *can* export RealMedia as a format, if you choose. The best advice I can give you if you have materials that are in the RM format and you would like to include them is to find a RM converter through Google or download.com, and then convert your files to a supported file type. Supported file types to import are as follows:

<b>Video</b>	Camrec	AVI	MPG	MPEG	WMV
<b>Image Files</b>	BMP	GIF	JPEG	PNG	
<b>Audio Files</b>	WAV	MP3	WMA		

Note: AVI Files seem to be most universally acceptable to most programs at this point.

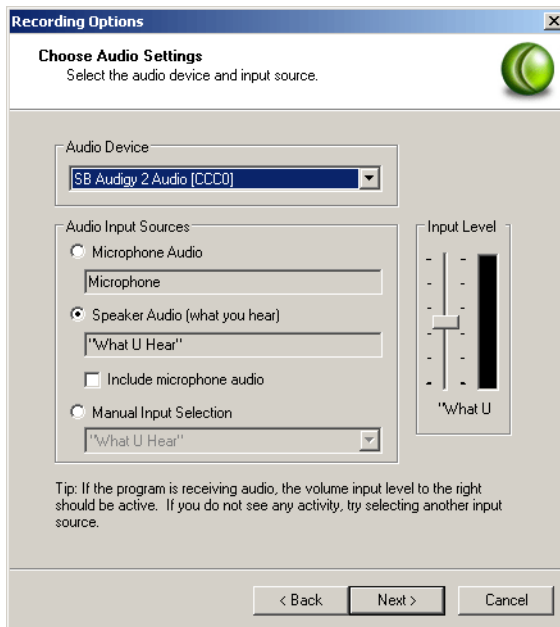
## 19. The capture process is not what I expected. While it does a screen capture, it does not necessarily capture video on the screen. For example I tried a screen capture of a streaming video to play with. It did capture the audio portion, but showed only a black screen for the video (with cursor movements and shifts to other screens captured). In other words, it captured what I was doing - not the video.

It is probably a case of not having the right video codec on your machine. (Codec is short for Compression/Decompression, just in case you're unfamiliar with that odd word. It's going to be difficult to tell what video codec is being used with a streaming file, because you usually right click on the source file and check out its properties to find this information out. Is it possible that you could get a copy of the file from the producer to include in your Camtasia production by dragging it onto the timeline, rather than capturing it during

your lecture? So in other words, it would show up and play at the same time as it would if you were narrating a lecture and then presented the materials on your desktop, but instead of capturing the file, you include the file. If you have any questions, check [camtasia codec reference material](#) or contact your PSS or Media Production Specialist.

## 20. I couldn't figure out how to capture audio - i.e. part of an online broadcast of a radio feed.

When you first choose to start a recording, and Camtasia launches the "New Recording Wizard, you are asked if you want to record a region of the screen, and then if you want to record sound (click the sound box) and then on the third screen of the wizard you are given the option to choose where sound will be recorded from. You can choose a microphone, or in your case, the radio button right below that: (See below)



## 21a. I can capture with another program (as long as I use a windows media format) and bring it in as a selection to Camtasia and edit it from there.

This is true, because you are using a Windows based machine that for sure has the windows media codec on it.

## b. I tried using help to figure out if I was doing something wrong, but it from all I can tell, this is the use of this program. AM I correct in that?

Yes, this is the use for this program, but stepping into playing with online video is, well, a less than ideal environment at this point. There are many entities creating codec, and as you will see from the [camtasia codec's article](#), that they all seem to be good at specific things, so there is legitimate reason for multiple formats to exist. That doesn't make it easier on us as developers, unfortunately. Hopefully I can assist you through the hiccups during this technology's infancy. Please feel free to send any and all questions to us, we'll be able to schedule some over the shoulder time if you have advanced needs. Definitely don't get too frustrated!! I know this can be a hair puller sometimes.