



<http://www.multimediacentre.co.za>

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Camtasia level 1 course content (2-day)

Course Description:

Camtasia provides students with the knowledge and hands-on practice they need to develop and build software demonstrations and interactive simulations with Captivate. In addition to learning key concepts, students also learn best practices for creating and publishing Captivate projects. This course is for beginning and intermediate Camtasia users who want to create software demonstrations and interactive simulations. Captivate appeals to a wide variety of audiences, typically grouped in training and education, sales and marketing, or technical support and documentation.

Course Outline:

eLearning and Camtasia

Education Through Pictures

Camtasia's History

Planning eLearning Projects

The Development Process

The Power Scale

Budgeting Considerations

The Camtasia Studio Interface

The Clip Bin

The Preview Panel

Open a Camera Project

View Panels

Explore the Clip Bin

Preview Project Assets

Recording Videos

Display Resolution and Recording Area
Rehearsals
Recording the Screen
Cursor Effects
Annotations
Rehearse a Script
Set Camtasia Tools Options
Select a Recording Area
Record a Video
Record a Video with Cursor Highlights and Clicks
Add a System Stamp and Caption

Videos, Images and PIP

Adding Video
Images
Picture in Picture (PIP)
Import a Camrec Video
Add a Video to the Timeline,
Import Images
Add an Image to the PIP Track
Create a Watermark

Title Clips, Transitions

Title Clips
Transitions
Callouts
Create a Title Clip
Add Slide Transitions
Set Transition Duration
Add a Text Callout
Modify Text Callout Properties
Add a Rectangle Callout
Add a Highlight Rectangle

Audio

Importing Audio Files

Recording Narration

Splitting

Volume Controls

Silence and Audio Enhancements

Add Background Music to a Video

Fade Audio In and Out

Record Voice Narration

Split a Music Clip

Lower Audio Volume

Replace Audio with Silence

Remove Noise

Produce Videos

Production Basics

Watermarks

Produce a Video for the Web

Produce an AVI for CD Distribution

Edit Preset Values

Add a Watermark to a Produced Video

Focus, Markers, TOCs

Focus, Markers, TOCs, Flash Hotspots

Add a Zoom-n-Pan

Alter a Zoom-n-Pan's Start Time

Add a Zoom-n-Pan Keyframe

Change Video Dimensions

Apply SmartFocus

Add a Marker

Add a TOC

Customize a TOC

Replace a Background Image

Add a Transparent Hotspot

Set Flash Hotspot Properties

Quizzes and Surveys

Quizzes, Surveys

Add a Quiz and Multiple Choice Question

Add a Fill in the Blank Question

Produce Part of a Video

Edit Answer Details

Add a Survey

Set Quiz Production Options

Set Quiz and Survey Results via Email

Theater, Menu Maker

Theater

Menu Maker