Camtasia: The Essentials
Course ID #: 0402-100-09-W

Hours: 14

Course Content

Description:
After taking this course, you can quickly create eLearning for software demonstrations, software simulations, soft skills lessons (such as onboarding or compliance training), and anything in-between.

You can render your finished project so it can be accessed by learners using desktop computers, laptops, tablets, and other mobile devices. Your content can be hosted on a web server, Learning Management System, YouTube, Vimeo, Screencast.com, and more.

In this course, you will learn how you can include recordings of existing PowerPoint presentations or software demonstrations created directly on your computer using Camtasia Recorder. You will use the powerful Camtasia Editor to add animations, voiceover audio, graphics, music, annotations, closed captions, quizzes, and even surveys to a project.

Prerequisites:
None

Topics:

Module 1: Exploring Camtasia
- The Camtasia Interface
  - Guided activity 1: Explore a Completed Camtasia Project
- The Media Bin and Library
  - Guided Activity 2: Explore the Media Bin and Library
- The Canvas and Timeline
  - Guided Activity 3: Use the Canvas to Preview a Project
  - Guided Activity 4: Use the Canvas Edit and Pan Modes
- Reorganizing Tools
  - Guided Activity 5: Rearrange the Tools

Module 2: Recording Videos
- Rehearsals
  - Guided Activity 6: Rehearse a Script
- Recording Screen Actions
  - Guided Activity 7: Specify a PC Recording Screen and Size
  - Guided Activity 8: Create a Software Video Demo on the PC
  - Recording Confidence Check (PC)
  - Guided Activity 9: Set Screen Recording Options on the Mac
  - Guided Activity 10: Specify a Mac Recording Screen and Size
  - Guided Activity 11: Create a Software Video Demo on the Mac
  - Recording Confidence Check (Mac)

Module 3: Adding Media
- New Projects and Adding videos
  - Guided Activity 12: Create a Project and Edit Project Settings
  - Guided Activity 13: Import a Video into the Media Bin
  - Guided Activity 14: Add Media to the Timeline and the Canvas
  - Video Confidence Check
- Adding Images
  - Guided Activity 15: Import Images to the Media Bin
  - Timeline Confidence Check
- Multi-Track Projects
  - Guided Activity 16: Add a Track
  - Guided Activity 17: Edit Media Properties
- Cursor Effects
  - Guided Activity 18: Add Cursor Effects
  - Cursor Effects Confidence Check
- Cursor Editing
  - Guided Activity 19: Smooth the Cursor Path
  - Guided Activity 20: Edit the Cursor Path
  - Cursor Paths Confidence Check
  - Guided Activity 21: Control the Cursor Image, Size, and Elevation

Module 4: Groups, Annotations, and Animations
- Groups
  - Guided Activity 22: Create a Group
- Annotations
  - Guided Activity 23: add a Callout
- Themes
  - Guided Activity 24: Apply and Create Themes
  - Guided Activity 25: Apply Image Color to Callout Text
  - Callouts Confidence Check
- Behaviors
  - Guided Activity 26: Add a Behavior to a Callout
  - Behaviors Confidence Check
- Transitions
  - Guided Activity 27: Add a Transition to a Group
  - Guided Activity 28: Modify Transition Timing
  - Transitions Confidence Check
- Custom Animation
  - Guided Activity 29: Create an Animation
  - Animation Confidence Check
- Corner Pin Mode
  - Guided Activity 30: Use Corner Pin Mode
  - Corner Pin Mode Confidence Check

Module 5: Audio
- Audio Media
  - Guided Activity 31: Add Music From the Library
  - Guided Activity 32: Import Background Music
  - Guided Activity 33: Fade Audio
  - Fading Confidence Check
- Voice Narration
  - Guided Activity 34: Record Voice Narration
- Splitting Media
  - Guided Activity 35: Split Audio media
  - Audio Timing Confidence Check
- Audio Editing
  - Guided Activity 36: Rename Tracks
  - Guided Activity 37: Silence Audio, Ripple Delete, and Use AI Noise Removal
  - Audio Editing Confidence Check

Module 6: Exporting
- Video and Web Output
  - Guided Activity 38: Export a Project as a Video
  - Guided Activity 39: Export a Project as a Website
  - Guided Activity 40: Export and Upload to YouTube
  - Sharing Projects Confidence Check
- Camtasia Rev
  - Guided Activity 41:Record Screen Actions with Rev
  - Rev Confidence Check

Module 7: Extending, Zooming, and Hotspots
- Extending
  - Guided Activity 42: Extend a Video Frame
- Zoom Animations
  - Guided Activity 43: Add a Zoom-n-Pan Animation on the PC
  - Guided Activity 44: Add a Zoom Animation on the Mac
- Markers
  - Guided Activity 45: Add a Timeline Marker
  - Markers and TOC Confidence Check
- Hotspots
  - Guided Activity 46: Add an Interactive Hotspot
  - Interactive Hotspot Confidence Check

Module 8:
- Quizzes
  - Guided Activity 47: Add a Quiz to a Project
  - Guided Activity 48: Add a Multiple Choice Question
  - Guided Activity 49: Add a Fill in the Blank Question
  - Quiz Confidence Check
- Reporting Quiz Results
  - Guided Activity 50: Create a Content Package on the PC
  - Guided Activity 51: Create a Content Package on the Mac

Module 9: PowerPoint, Captions, and Templates

- PowerPoint to Camtasia
  - Guided Activity 52: Record PowerPoint on the PC
  - Guided Activity 53: Import a PowerPoint Presentation
- Closed Captions
  - Guided Activity 54: Manually Create PC Closed Captions
  - Guided Activity 55: Control PC Caption Timing
  - Guided Activity 56: Use Speech-to-Text to Create Captions
  - Guided Activity 57: Import Captions on the PC
  - Guided Activity 58: Create Dynamic Captions on the PC
  - Guided Activity 59: Create Mac Caption Timing
  - Guided Activity 60: Control Mac Caption Timing
  - Mac Captions Confidence Check
  - Guided Activity 61: Import Captions on the Mac
  - Guided Activity 62: Create Dynamic Captions on the Mac
- Templates
  - Guided Activity 63: Create and Use a Template

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NASBA Information

Level:
Advanced Preparation:
Attendance Requirement: To be awarded the full credit hours, you must sign in and attend the entire course.
Recommended Field(s) of Study:
Recommended CPEs: 15.60

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