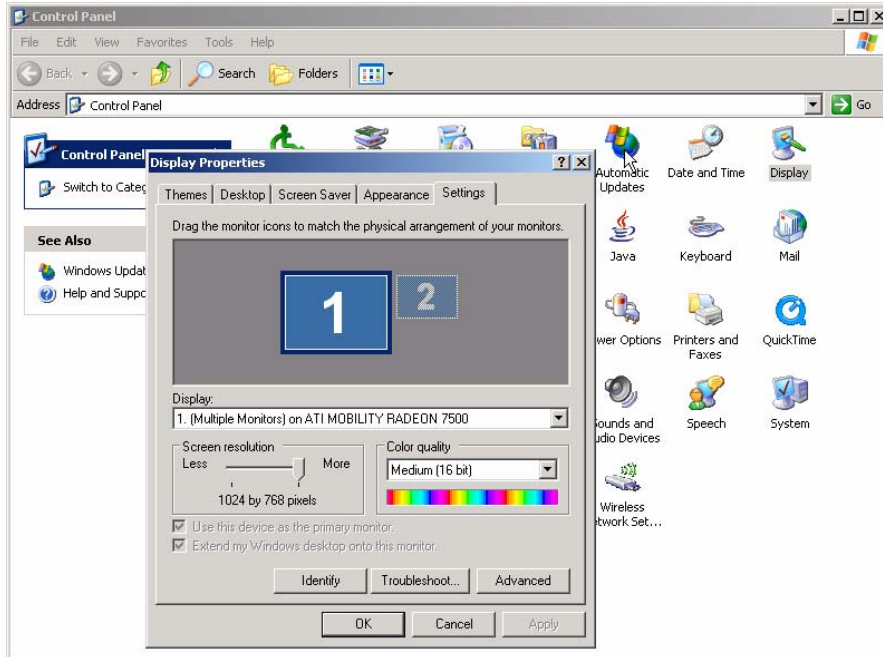
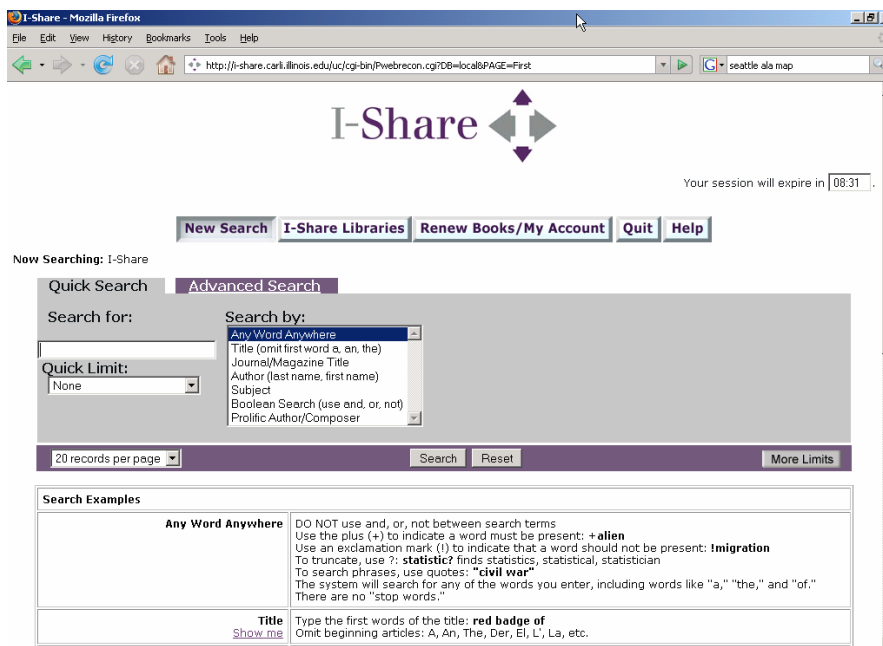


Recording Settings

Before recording, go into the Control Panel and choose Display. Make sure your resolution is set to 1024 x 768.

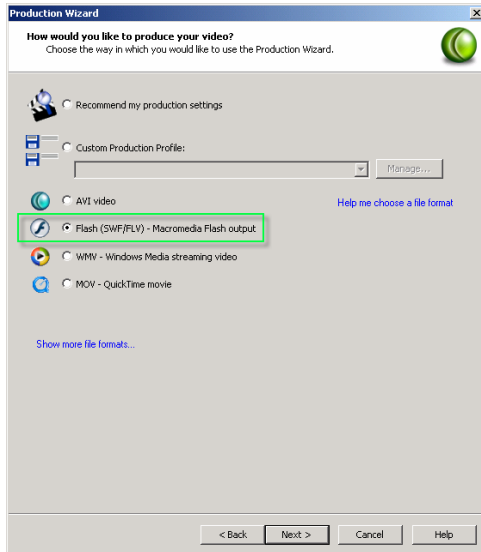


Then, close down all toolbars, status bars, etc., on your browser window so as to create the most “real estate” for recording. When you set the recording area, remember to include only the screen area and not the address bar, etc.

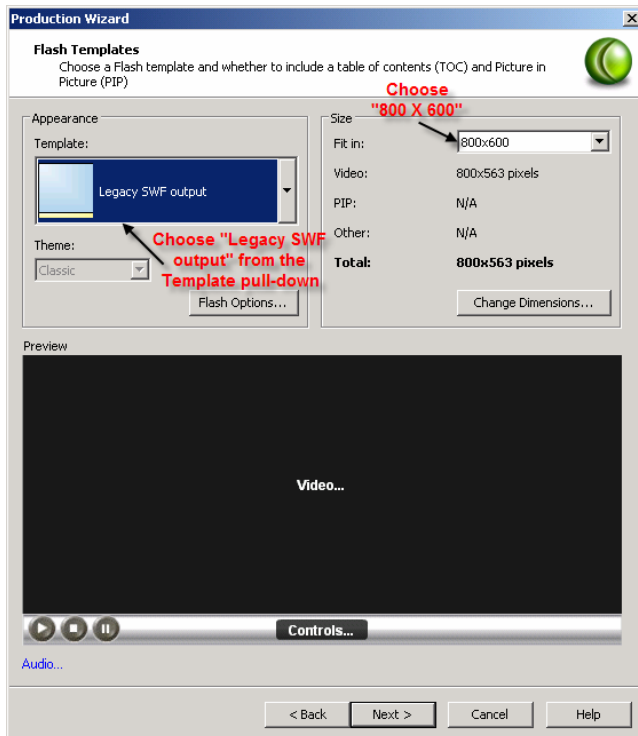


Production Settings

Tutorials should be **Produced** as a .swf file for viewing by patrons and CARLI librarians -- .swf stands for Shockwave Flash, and these files can be played using the ubiquitous, and freely available, Flash Player.

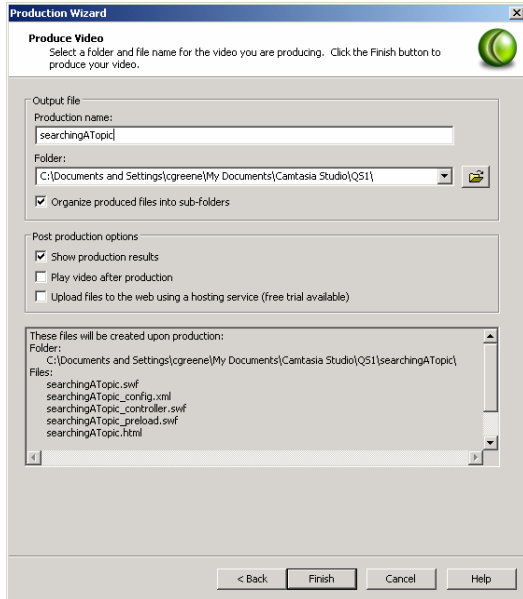


At the next screen, you have two options to re-set. First, choose “Legacy SWF output” from the Template menu; secondly, choose “800 x 600” in the size area. *Note: Just choose “800 x 600” not “800 x 600 (user defined)”*



*I-Share Instruction Team
Camtasia Settings – Fall 2006*

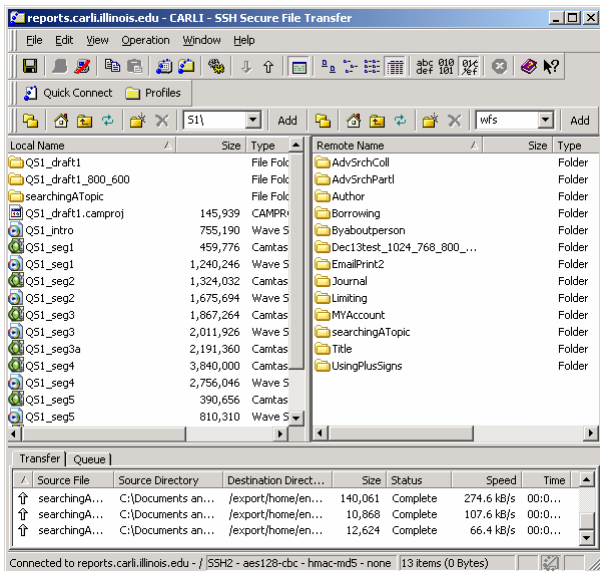
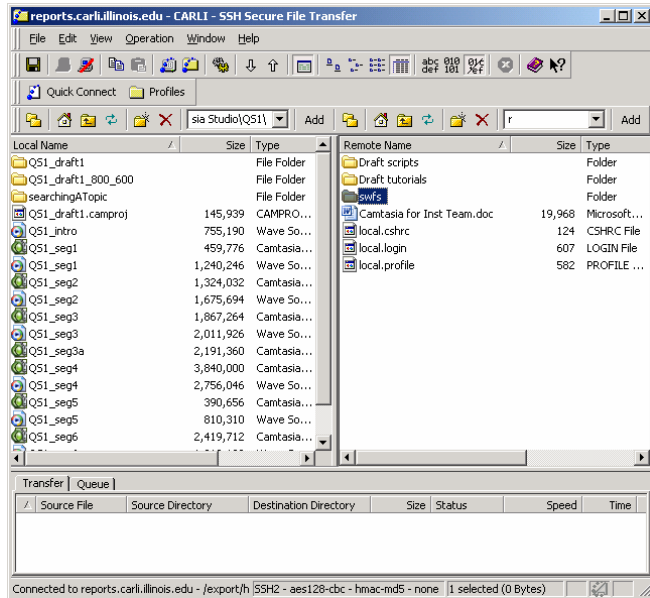
On the final production screen, you'll need to name the file. Be sure to name the file descriptively, according to the tutorial title. Also, be sure to avoid spaces in the name.



A new folder will automatically be created to store the component files, so just make sure the path shown in “Folder:” seems correct to you.

To complete the process, you'll need to upload the entire folder to the appropriate place in the CARLI team FTP space.

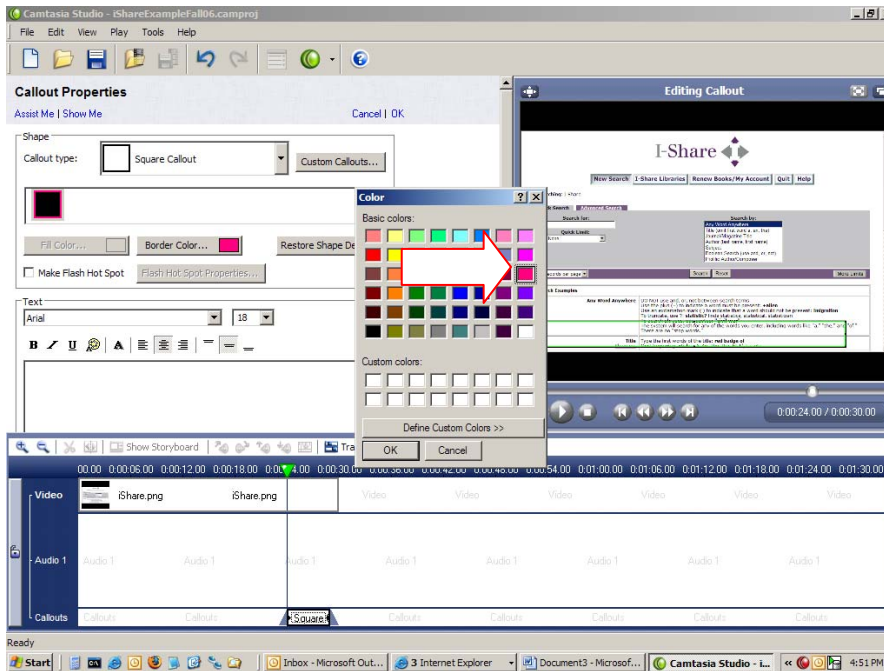
This will be the “swfs” folder. Double click on it to open it, then drag your folder across to upload your files.



At this point, you should be finished! Send an email to the listserv to let us all know.

Callouts

We agreed to use the pink square outline (pink #3), as below.



We will also be using the notepad, when necessary, with yellow fill and black outline. Below, see an example of how these callouts will look.

