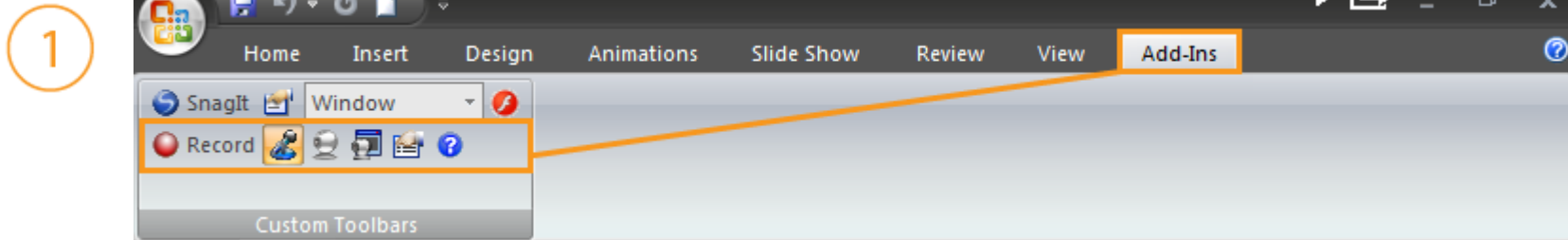
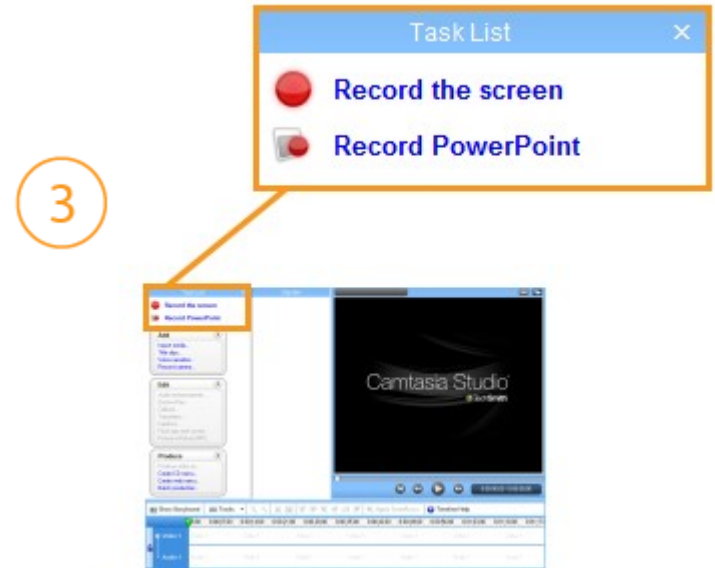


3 Ways to Record PowerPoint

From within PowerPoint



From within Camtasia Studio



Setting Up for Recording



The Camtasia Studio
Recording Toolbar
within PowerPoint



Begins recording your PowerPoint Presentation.



Records Audio for the PowerPoint slides.



Records Camera with the PowerPoint Presentation.



Displays the **Camera Preview** during recording.



Click the **Recording options** icon to set up specific options for recording, including:

- Records the mouse cursor
- Video and Audio Format
- Audio source
- Camera Setup
- Hotkeys for Record/Pause and Stop



Opens **help topic** for more information.



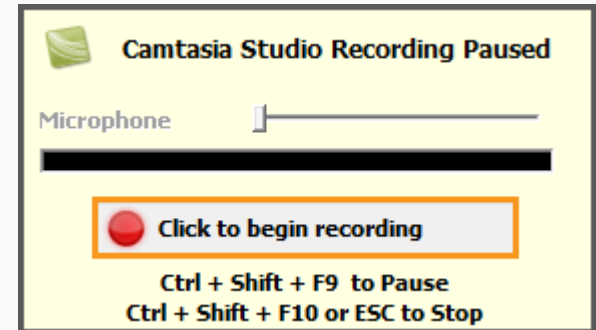
Camtasia Studio

During Recording

1. Click record to launch the Slideshow.



2. Check the microphone input level. When ready, select the **Click to begin recording** button or use the hotkeys.



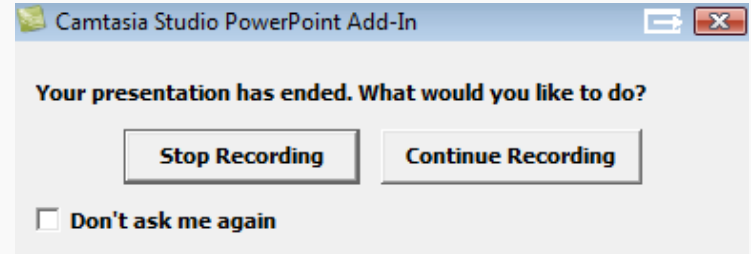
3. Control the PowerPoint presentation normally during the recording.

4. Press **Esc** to stop recording.

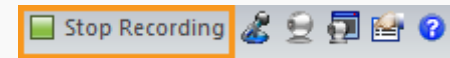


After Recording

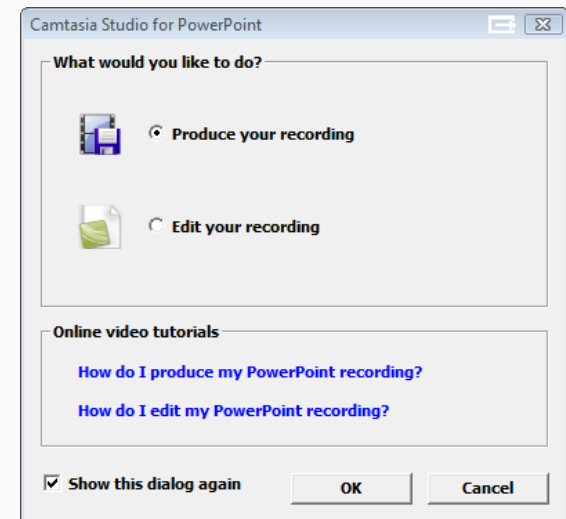
1. At the end of the recording; choose whether to **Stop Recording** or **Continue Recording**.



If you choose to Continue Recording, click the Stop Recording button in the PowerPoint recording toolbar.



2. After you save the file, choose whether to:
 - Produce your recording.**or**
 - Edit your recording before producing it.

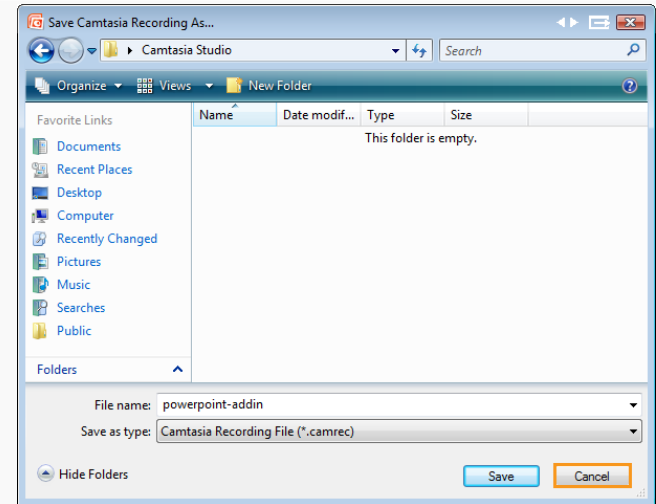


Cancelling a Recording

1. Press



2. When the *Save Camtasia Recording As...* dialog box appears, click **Cancel**.



3. When the dialog box appears asking if you are sure you want to delete the current video capture, click **Yes**.

