

Screen Recording With

SCREENCAST-O-MATIC

<http://www.screencast-o-matic.com>

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Start Recording

Screen Recording With **SCREENCAST-O-MATIC**

What is Screencast-O-Matic?

Screencast-O-Matic is a free screencasting or screen recording program. This program can either be run through a web browser or downloaded to your computer. With it you can create video recordings of demonstrations, tutorials and other recordings. Popular with "on demand" learning, screen recordings are an excellent way to show your students a feature of a piece of software, steps to completing an assignment or a tutorial of anything you want to show on your computer desktop screen. Keep in mind that the free version of Screencast-O-Matic limits your recording time to 15 minutes.

This guide will walk you through how to use Screencast-O-Matic to create your own screen recordings.

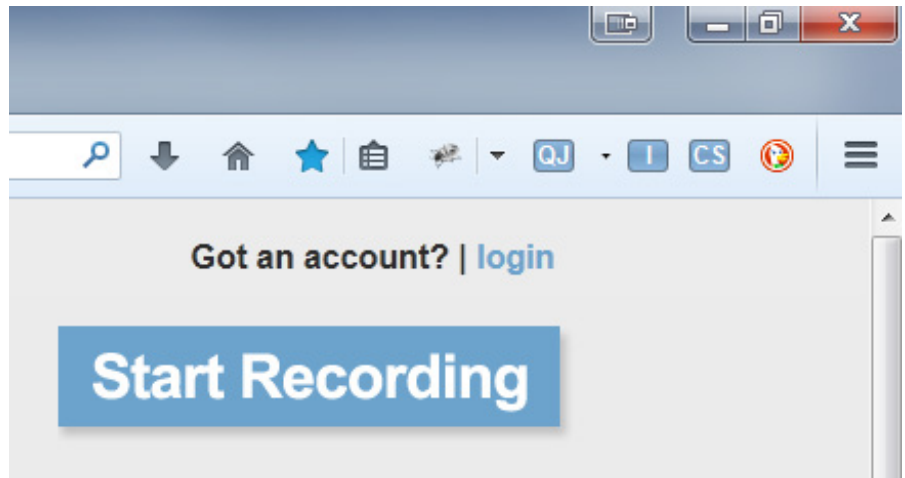
Screencast-O-Matic is available to use for free at: <http://www.screencast-o-matic.com>

The screenshot shows the Screencast-O-Matic website homepage. At the top, there's a navigation bar with 'File', 'Edit', 'View', 'History', 'Bookmarks', 'Tools', and 'Help'. Below this is the website's logo and a 'Welcome' message. A prominent 'Start Recording' button is visible. The main content area is divided into several sections: 'Make it Easy' with a 'Start Recording' button, a 'New! v2.0 Beta' announcement, a 'Watch a very quick demo' section, and a 'Who's using Screencast-O-Matic?' section featuring logos for Teachers, Students, How To-ers and TechSupporters, and YouTube. There are also social media links and a 'Contact Us' button for licensing options. An advertisement for Zendesk is visible on the right side.

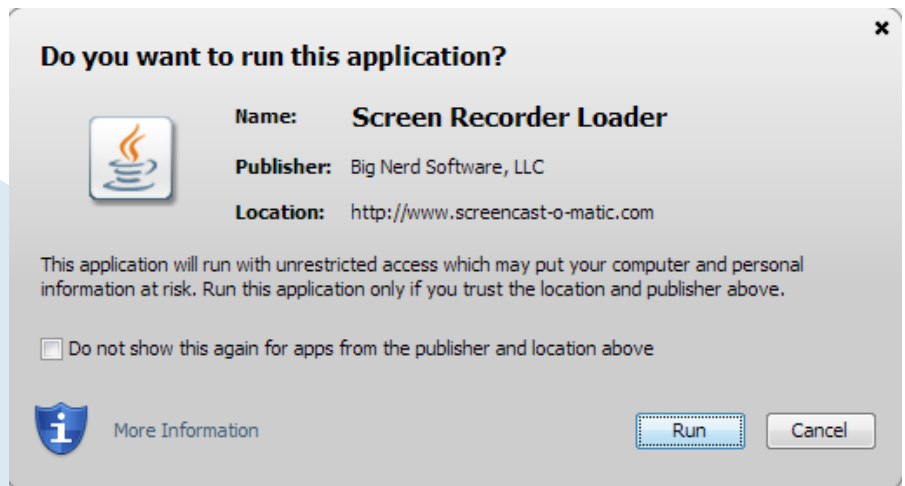
Screen Recording With **SCREENCAST-O-MATIC**

Using Screencast-O-Matic

1. Navigate to <http://www.screencast-o-matic.com>,
2. Press Start Recording in the upper right (as shown at right),



3. If a screen appears asking about running a Java application click Run (Java is required to run the Screencast-O-Matic application. For more information about Java see: <https://www.java.com/>),



4. Open the desired application onto your computer desktop which you wish to show in your screen recording,

A screenshot of a Microsoft Excel spreadsheet. The spreadsheet has a table with columns for Student, Quiz 1, Quiz 2, Midterm, Quiz 3, Report, Final, Total, and Percentage. The data is as follows:

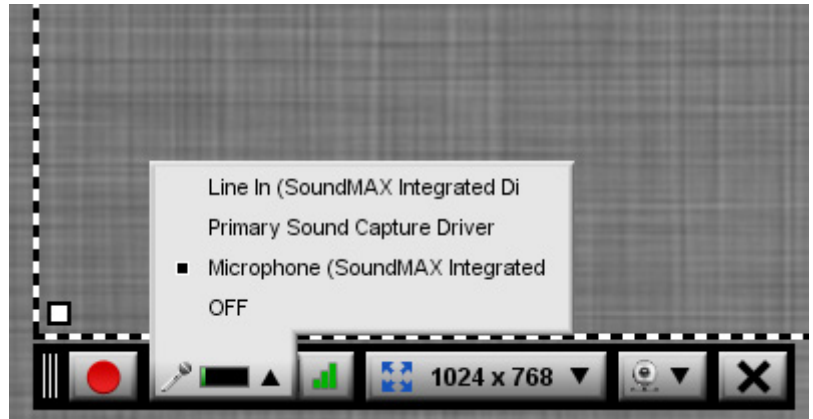
Student	Quiz 1	Quiz 2	Midterm	Quiz 3	Report	Final	Total	Percentage
Kim Carpenter	10	8	45				63	90.00%
Thomas Jay	8	6	48				62	88.57%
Conni Holliday	7	8	49				64	91.43%
Lauren Adams	8	6	45				59	84.29%
Gabe Molina	9	10	42				61	87.14%
Albert Paralta	6	8	47				61	87.14%
Kami Taveras	6	7	44				57	81.43%
Gary Descalso	8	9	47				64	91.43%
Brett Miller	10	9	46				65	92.86%
Possible	10	10	50	10	50	50	180	

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5. Using the menu at the bottom of the dashed screen which appears setup the following:

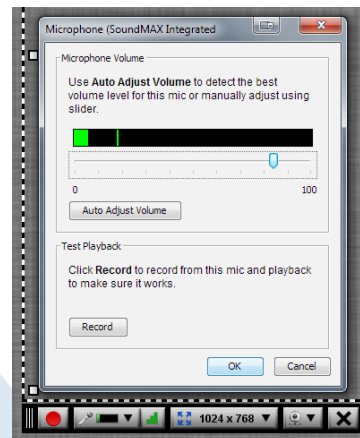
Microphone

click the down arrow near the microphone icon and choose your microphone from the list (as shown at right),



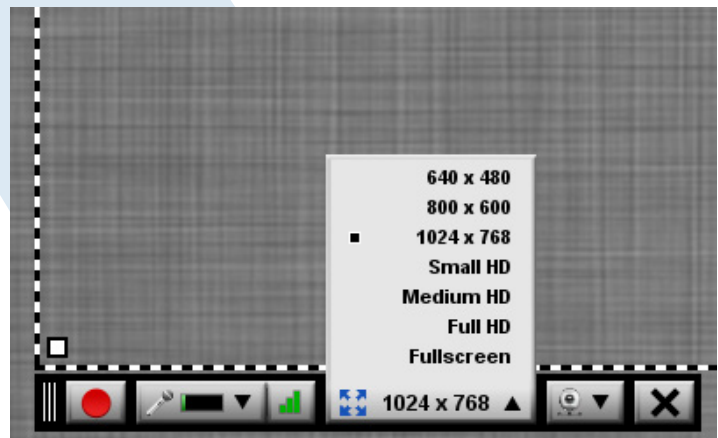
Microphone Recording Volume

click the green bar chart icon and speak into your microphone to see if the volume indicator is registering sufficient input. If not speak closer to the microphone or adjust the volume input slider. When finished click OK,



Screen Recording Size

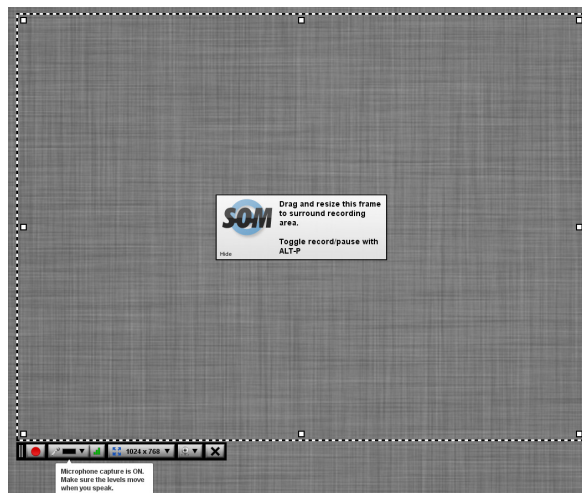
click the up arrow to the right of the screen resolution setting to set the size of the recording. Match your recording to your open application or area of the screen you wish to screen record,



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Screen Recording Location

Move the dashed box to lay over the open application or area of the screen you wish to record,



WebCam Settings

if you have a webcam set up and wish to video record yourself choose your webcam from this menu item (shown at right).



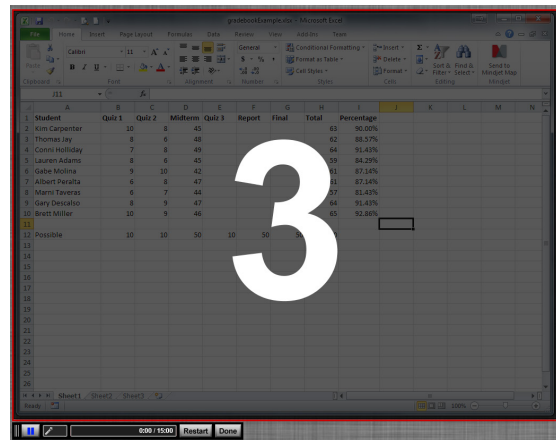
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Recording the Screen

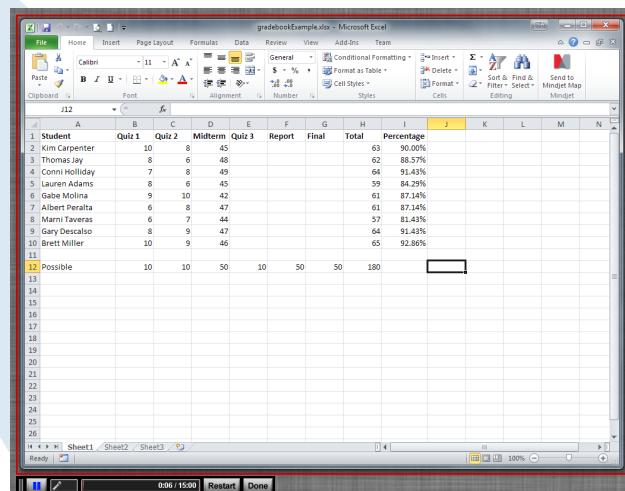
1. Once the options are all set up, press the record button (red circle),



2. You will get a 3...2...1 countdown and then begin your screen recording session, ALT-P will toggle the record/pause if you need to pause the recording,



3. Work through your demonstration/screen recording speaking into the microphone and moving the mouse.



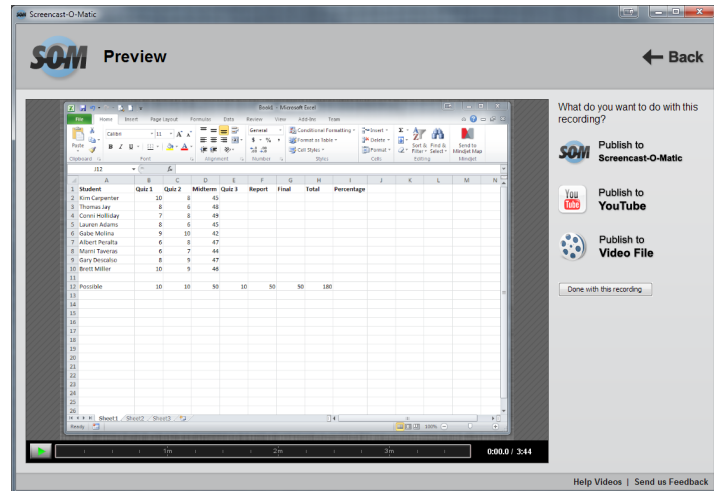
4. Once you are finished click Done from the lower left menu.



Screen Recording With **SCREENCAST-O-MATIC**

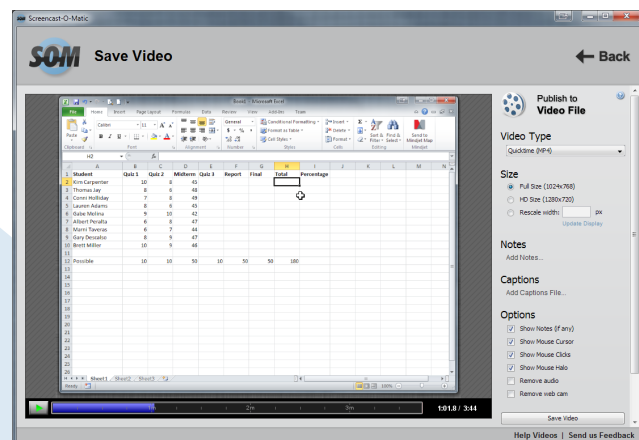
Previewing Your Recording

1. The Preview screen allow you to see and hear what you recorded,
2. Click the play button in the lower left to preview your recording,
3. If you are happy with the results (or think you'd like to edit your recording) choose Publish to Video File,

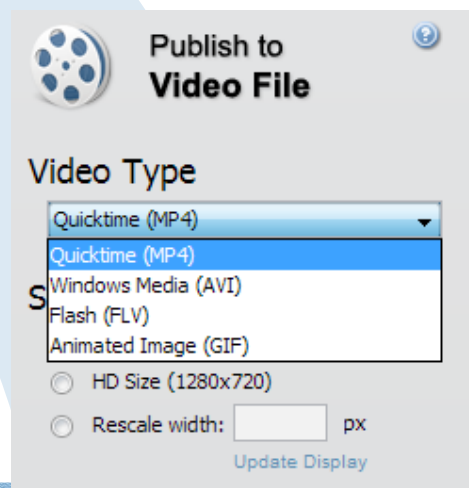


Publishing Your Video

Upon clicking Publish to Video File you will see the Publish screen with settings down the right side of the screen...

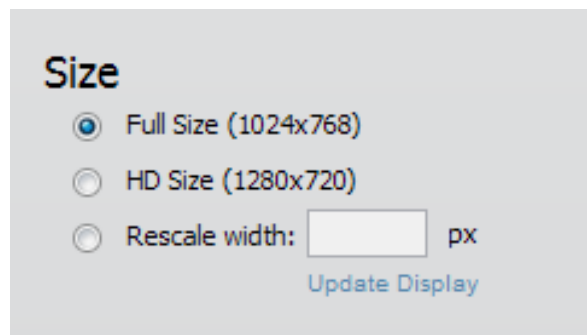


1. Choose QuickTime (MP4) as your publish video type,



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2. Size should stay at the screen recorded size,



Size

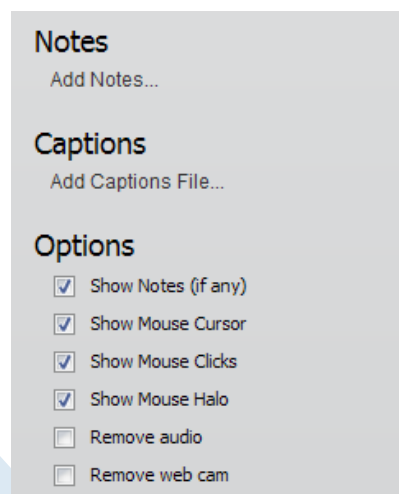
☒ Full Size (1024x768)

☐ HD Size (1280x720)

☐ Rescale width: px

[Update Display](#)

3. Choose other options as necessary (display mouse cursor, mouse halo, mouse clicks, etc.),



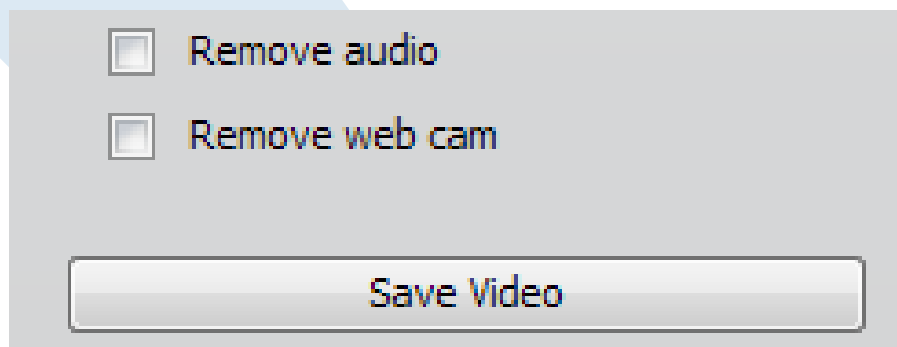
Notes
[Add Notes...](#)

Captions
[Add Captions File...](#)

Options

- ☒ Show Notes (if any)
- ☒ Show Mouse Cursor
- ☒ Show Mouse Clicks
- ☒ Show Mouse Halo
- ☐ Remove audio
- ☐ Remove web cam

4. Click Save Video at the bottom right of the Publish to Video screen,



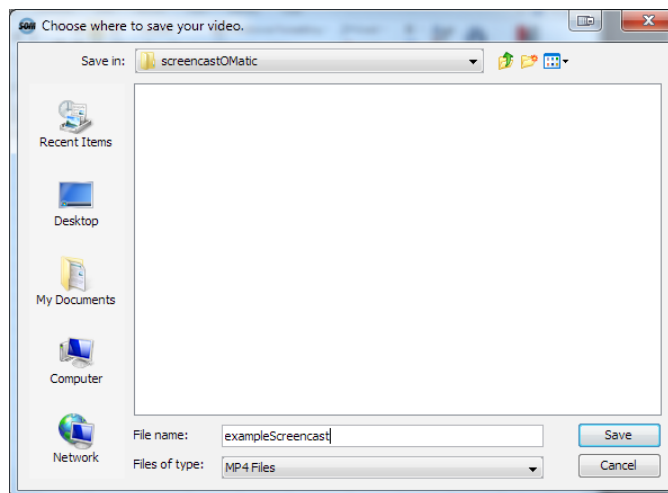
☐ Remove audio

☐ Remove web cam

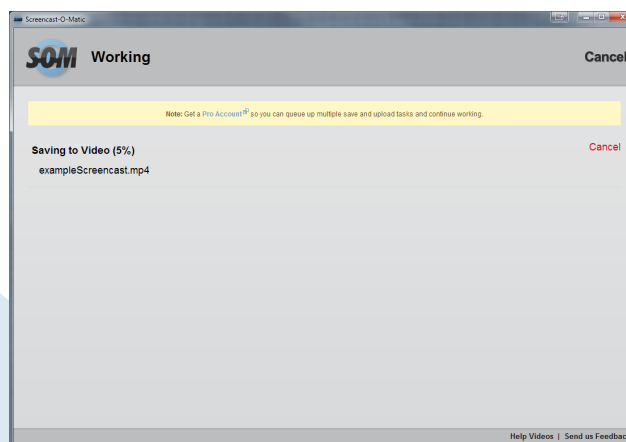
[Save Video](#)

Screen Recording With **SCREENCASTOMATIC**

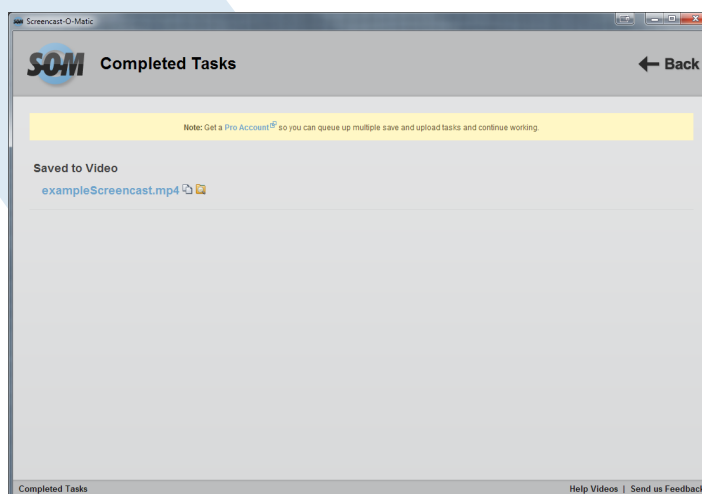
5. Choose where you want to save the video, give the file a name, and click Save,



6. The file will save (this will take some time depending on how long your screen recording lasted),



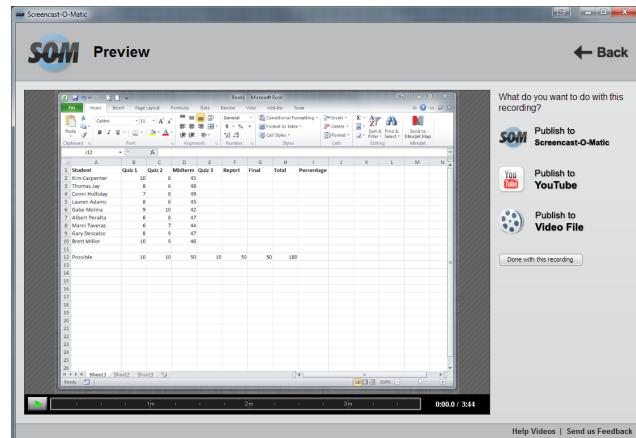
7. After the file saves you can go back to the Preview screen choosing the Back button in the upper right,



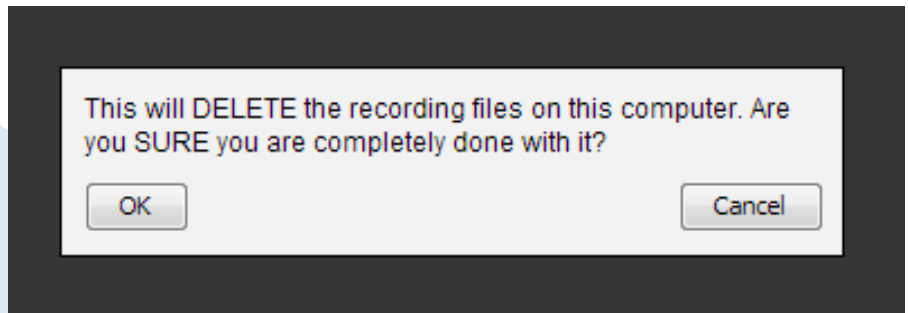
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Deleting the Recorded file

1. Choose **Done with this recording** after you have published the file out to MP4,



2. Screencast-O-Matic will ask if you want to delete the file. Choose OK.



3. If the .MP4 requires editing please use Camtasia Studio or another video editing application which edits .MP4 files of your choice.



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Screen Recording Best Practices

Unclutter your computer desktop of icons and other running applications to eliminate distractions for the viewer of your screen recording.

Change your computer wallpaper to a simple solid color.

Use a written script.

Practice the written script before recording.

Limit your mouse movements to only those needed.

Test the microphone before recording.

Contact

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