# TechSmith Camtasia®

# Camtasia Help

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# What's New in Camtasia 2024

Learn about new features and improvements in Camtasia 2024.

Discover what's new in Camtasia 2024 (https://www.techsmith.com/camtasia).

# Captions





#### **Dynamic Captions**

Add dynamic captions to automatically transcribe audio on the timeline into customizable onscreen caption text. Perfect for social media videos!

In version 2024.1 you can adjust the timing to ensure a perfect sync between your voice and transcription.

See Add Dynamic Captions (https://www.techsmith.com/learn/tutorials/camtasia/d ynamic-captions/).

#### Speech-to-Text Closed Captions

On Windows, easily add closed captions with new Al speech-to-text capabilities.

See Add Closed Captions to a Video (https://www.techsmith.com/learn/tutorials/camtasia/a dd-closed-captions/).

# **Camtasia Rev Workflow Enhancements**

Whether you are starting a new screen recording or enhancing existing media, use the Rev workflow for quick sizing, layout, background, effect, and filter choices to accelerate your video creation.



See Apply Quick Layouts & Effects with Camtasia Rev (https://www.techsmith.com/learn/tutorials/camtasia/record-edit-share/import-to-camtasia-rev/).

# **Camtasia Assets Integration**

Assets are now easier than ever to access and add to your projects! Browse over 100 million professional, royalty-free video assets directly in Camtasia. Add polish to your video with photos, videos, audio, and customizable digital content, without ever leaving the editor!

Search for and apply assets right in the Camtasia editor. Plus, we've enhanced the search for more rich results. See Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasiaassets/).



#### **Progress Bars & Timers**

Choose from a variety of ready-made progress bars and timers for a variety of uses. In Camtasia Editor, select **Media tab > Camtasia Assets subtab > Audio Visualizers category**.





#### New Audio Visualizers

We've added even more ways to add visual enhancement to your audio.

Visualize your voice narration, music clips, sound effects, or any audio to transform static video into dynamic onscreen audio animations.

See 4 Ways to Visualize Audio (https://www.techsmith.com/learn/? post\_type=tutorial&p=243902).

#### New Dynamic Backgrounds

Choose from 57 new Dynamic Backgrounds, including Expansion, Northern Lights, Shimmering Bars, Blueprint, and more!

See Add a Dynamic Background (https://www.techsmith.com/learn/? post\_type=tutorial&p=238639).

# **New Cursor Effects**



#### **Cursor Glow**

Give your cursor a glow effect to stand out on the screen and grab viewers' attention.

See Edit the Cursor with Effects (https://www.techsmith.com/learn/tutorials/camtasi a/cursor-effects/).



## **Editable Cursor Clicks** Easily add or remove cursor clicks from your video.

#### **Cursor Click Scaling**

Emphasize mouse clicks in your screen recording with a cool scale-down effect.

#### See

(https://www.techsmith.com/learn/tutorials/camtasia/c ursor-effects/)Edit the Cursor with Effects (https://www.techsmith.com/learn/tutorials/camtasia/c ursor-effects/).



# **New Visual Effects & Animations**

#### Tiling

Apply a tiling effect to repeat media horizontally and vertically across the screen. Great for branded backgrounds!

See Visual Effects Overview (https://www.techsmith.com/learn/tutorials/camtasia/vi sual-effects/).



#### **Text Stroke**

Easily apply an outline effect to text. Great for adding a bit of flair or when you want extra emphasis.

#### **New Behaviors**

Tremble and Wiggle effects now available in Behaviors.

See Animate Text & Images with Behaviors (https://www.techsmith.com/learn/tutorials/camtasia/animation-behaviors/).

#### **New Transitions**

19 brand new transitions to add more flair and creativity to your video.

See Add a Transition (https://www.techsmith.com/learn/tutorials/camtasia/video-transitions/).

# **New Recording Engine**

Capture your screen, camera, and audio in even higher fidelity.

# **Editing Efficiency**

#### **Reorder Tools in Camtasia Editor**

Click and drag tool tabs to rearrange their order. See Customize Camtasia (Favorites, Presets, & More) (https://www.techsmith.com/learn/tutorials/camtasia/customize-camtasia/).

#### Assign Color Labels to Media on the Timeline

Organize your timeline visually by assigning colors to clips. Easily identify and differentiate media, streamlining your editing process and saving time. See Customize Camtasia (https://www.techsmith.com/learn/tutorials/camtasia/customize-camtasia/).



#### **Editor Shortcuts**

Make editing even faster with assignable shortcuts. See Customize Shortcuts (https://www.techsmith.com/learn/tutorials/camtasia/customize-camtasia-shortcuts/).

#### **JKL Enhancements**

Save on editing time with the JKL keyboard shortcuts to speed up video play back or scrub to a precise frame.

# **Build Your First Video**

Learn how to set up a recording, complete basic video edits, and share your video.

# 1. Record Your Screen & Camera

Camtasia Recorder captures your screen, camera, and audio.

# ▼ Set Up Your Recording



- 1. Select the recording area:
  - Click the toggle to turn screen recording on or off.





- 2. Camtasia highlights the selected recording area on the screen. To edit the recording area:
  - Drag the handles to adjust the selection.



• To enter a specific size, type the dimensions in pixels into the **Width** and **Height** fields.



• To move the selected area on the screen, click the center handle (Windows) or within the selected area (Mac) and drag to the desired location.



- If your computer is connected to multiple displays, you can drag the selected area from one screen to another.
- To record video from a built-in or connected camera device, click the toggle to turn camera recording on or off and select a camera device from the dropdown. See Record & Edit Camera Video (Picture-in-Picture) (https://www.techsmith.com/blog/?post\_type=tutorial&p=182351).



- 4. To record audio from your computer's built-in microphone or from a connected USB microphone:
  - Click the toggle to turn microphone recording on or off and select an audio device from the dropdown.



- Drag the slider to increase or decrease the audio level.
- 5. Turn system audio on or off. System audio captures the sound from your computer such as application alerts or audio playing from your computer speakers.



- 6. Start recording:
  - Windows: Click the **Record** button or press **F9** on the keyboard.
  - Mac: Click the Start Recording button or press Command +Shift+2 on the keyboard.
- 7. Stop recording:
  - Windows:
    - Click the **Stop** button on the recording toolbar.
    - Or, press **F10** on the keyboard.
    - Or, click the **Camtasia Recorder icon** in the taskbar and then click the **Stop** button.



• Mac:

- Click **Stop Recording** on the recording toolbar.
- Or, press **Command+Option+2** on the keyboard.
- Or, click the **Camtasia icon** in the menu bar and select **Stop Recording**.



# Recording Tips

- Hide desktop icons (Mac only): Before recording your desktop, hide app, folder, and file icons. In the menu bar, select Camtasia icon > Hide Desktop Icons.
- Run a sample recording to test the audio:
  - **No Microphone Audio:** Select an audio device in the dropdown or enable the Microphone option in the recorder.
  - No System Audio: Enable the System Audio option in the recorder.
  - **Low Microphone Audio:** Drag the audio slider to increase the audio level and make sure the connected audio device is positioned near the speaker.
- **Customize shortcuts:** Speed up your workflow with recorder shortcuts. See Customize Shortcuts (https://www.techsmith.com/blog/?post\_type=tutorial&p=182359).
- **Record with a connected USB microphone:** For greater reliability, use a connected USB rather than Bluetooth microphone.
- Set maximum frame rate (Windows only): To ensure quality video recording, set the maximum capture frame rate. In Camtasia Recorder, select Tools menu > Preferences > Inputs tab > Maximum capture frame rate. See Crisp & Clear Screen Recordings (https://www.techsmith.com/blog/? post\_type=tutorial&p=182307) and Camtasia Target Capture Frame Rate (https://support.techsmith.com/hc/en-us/articles/360040788091).
- Select a recording encoder (Windows only): Consider whether the default TSC2 encoder or H264 encoder is better for your situation. In Camtasia Recorder, select Tools menu > Preferences > Inputs tab > Recording encoder. See When to Use TSC2 vs H264 in Camtasia for Screen Recording (https://support.techsmith.com/hc/en-us/articles/360042592752-When-to-Use-TSC2-vs-H264-in-Camtasiafor-Screen-Recording).

# 2. Accelerate Video Creation with Camtasia Rev

After recording, Camtasia Rev opens. Rev makes it easy for creators to deliver on-trend and compelling video content. Implement your own personal style with just a few clicks.

#### Size

Set the video size based on where you want to host or share the video. Rev provides size options to target standard video sizes for all your channels.

#### Layout

Choose from a series of layouts based on the content in your recording.

#### Background

Choose from a variety of colors, patterns, and animations for the background to make your content more visually engaging.

#### Effects

Apply multiple effects to the cursor, camera, and screen recording to draw attention or set the tone.

**Note:** You can turn off some of the automatic selections in Camtasia Rev, such as backgrounds. Click to deselect the option on the **Background**, **Effects**, or **Filters** tabs.

# 3. Export Your Video or Edit in Camtasia

Export your video directly from Camtasia Rev. Or click **Edit in Camtasia** for further editing and enhancements, such as the following:

- Try some of our recommended basic edits (https://www.techsmith.com/learn/tutorials/camtasia/basic-videoedits/) to make after recording.
- Add a title or one of the 100 million customizable and creative assets available in Camtasia. From right within Camtasia Editor, access intros, templates, graphics, music tracks, animations, footage, and more! See Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasiaassets/).
- Use text-based editing to edit and improve your audio and generate captions in Camtasia Audiate. See Speed Up Editing with Camtasia Audiate (https://www.techsmith.com/learn/tutorials/camtasia-audio-sync/).
- Import another recording or footage from others into Camtasia Rev for a consistent look and layout in your video. See Apply Quick Layouts & Effects with Camtasia Rev (https://www.techsmith.com/learn/tutorials/camtasia/import-to-camtasia-rev/).

# Assemble Your Video

Learn how to add media and other assets to assemble the content for your video.

The **Media** tab helps you organize and assemble content for your video. You can import media from your computer, manage media in the project, search our royalty-free assets, or use any custom assets saved to your library.



To add content to your video, continue with the following:

1	Add Media to Your Project (Media Bin)
2	Enhance Your Video with Camtasia Assets
3	Use Media from Your Personal Library

# Add Media to Your Project

The Media Bin contains any media you record or add to your current video project. Select any of the following options to add content into the Media Bin to use in your video:

# Record the Screen

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See Build Your First Video (https://www.techsmith.com/learn/tutorials/camtasia/record-edit-share/).

# ▼ Import Media from Your Computer

- 1. Click the Media tab.
- 2. Click + > Import Media or double-click in the Media Bin.
- 3. Click to select the media to import. **Control+click** (Windows) or **Command+click** (Mac) to select multiple files.
- 4. Click Open (Windows) or Import (Mac).

The imported media appears in the Media Bin.

## Record a PowerPoint Presentation

See Record a PowerPoint Presentation (https://www.techsmith.com/learn/tutorials/camtasia/record-a-powerpoint-presentation/).

## ▼ Import PowerPoint Slides

See Import PowerPoint Slides (https://www.techsmith.com/learn/tutorials/camtasia/import-powerpoint-slides/).

## Import Media into Camtasia Rev to Apply Quick Layouts & Effects

Import a recording or footage from others into Camtasia Rev to apply a consistent look and layout in your video. See Apply Quick Layouts & Effects with Camtasia Rev (https://www.techsmith.com/learn/tutorials/camtasia/import-to-camtasia-rev/).

## Record an iOS Device

See Record an iOS Demo or Tutorial (https://www.techsmith.com/learn/tutorials/camtasia/recording-your-ios-device/).

## Import Media from a Mobile Device

Send images or videos to Camtasia from your mobile device.

#### 1. Select File > Connect to Mobile Device.

2. Follow the onscreen instructions in the Connect Mobile Device dialog.

The imported media appears in the Media Bin. See Record an iOS Demo or Tutorial

(https://www.techsmith.com/learn/tutorials/camtasia/recording-your-ios-device/).

# ▼ Import Media from Google Drive

- 1. Click the Media tab.
- 2. Click + icon > Import From Google Drive.
- 3. Enter your Google email and password.
- 4. Click to select the media to import. **Control+click** (Windows) or **Command+click** (Mac) to select multiple files.
- 5. Click **Import**.

The imported media appears in the Media Bin.

# Record Voice Narration

See Record Voice Narration (https://www.techsmith.com/learn/tutorials/camtasia/record-voice-narration/) (Camtasia Editor) or Record a Voice-Over (https://www.techsmith.com/learn/tutorials/audiate/record-a-voice-over/) (Camtasia Audiate).

To include the media in your video, select **Media tab > Media Bin subtab**. Drag the media onto the desired location on the timeline or canvas.

To learn more about managing your project media in the Media Bin, see Import & Manage Project Media (Media Bin) (https://www.techsmith.com/learn/tutorials/camtasia/import-manage-media/).

# Add Professionally-Designed Titles, Footage, Audio, & Other Assets

Assets are now easier than ever to access and add to your projects. You can browse over 100 million professional, royalty-free video assets directly in Camtasia. Add polish to your video with photos, videos, audio, and customizable digital content, without ever leaving the editor.

If you are starting with a blank Camtasia project, browse our premade assets for inspiration, such as adding a title to introduce your video or add context to a recording.

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Select **Media tab > Camtasia Assets subtab** to browse or search our free and premium online assets. To add an asset to your video, drag the asset from the **Camtasia Assets** subtab onto the desired location on the timeline or canvas.

To learn more about Camtasia assets and how to use the assets in your videos, see Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/).

Note: To access online assets in Camtasia version 2023.2.0 or earlier, click the Download button > Download more assets. See Find Camtasia Assets on the Website (https://www.techsmith.com/learn/tutorials/camtasia/install-assets/) tutorial.

# Use Media from Your Personal Library

The library stores any custom assets or media you want to reuse across multiple Camtasia projects. Save intros, animated backgrounds, icons, titles, music, groups, annotations, and more to your library to use consistent elements across your videos.

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Select **Media tab > Library subtab** to browse your saved assets or media. To add a library asset to your video, drag the asset from the **Library** subtab onto the desired location on the timeline or canvas.

To learn how to save and organize assets in your library to reuse across projects, see Reuse Assets Across Projects (Library) (https://www.techsmith.com/learn/tutorials/camtasia/library/).

Get tips on how to position media or assets.

See Position Media on the Canvas (https://www.techsmith.com/learn/tutorials/camtasia/working-withthe-canvas/) or Explore the Timeline (https://www.techsmith.com/learn/? post\_type=tutorial&p=182300) to get recommendations on how to position media on the canvas or timeline.

# **Basic Edits After Recording**

Learn how to apply our recommended edits after completing your recording and enhancements in Camtasia Rev.

# Camtasia Editor Overview

In Camtasia Rev, click the **Edit in Camtasia** button to further customize and edit your recording in Camtasia Editor.



**Note:** You can turn off some of the automatic selections in Camtasia Rev, such as backgrounds. Click to deselect the option on the **Background**, **Effects**, or **Filters** tabs.

Camtasia adds your recording to the timeline and Media Bin.

- The Media Bin (https://www.techsmith.com/learn/?post\_type=tutorial&p=182296) stores all the media in your current project and maintains a copy of the original, unedited media.
- The timeline (https://www.techsmith.com/learn/?post\_type=tutorial&p=182300) is where you arrange and edit
  media in your video.



- 1. Screen Recording
- 2. Camera Recording
- 3. Background
- 4. Effects Tray: Click to expand the effects tray to view the effects and filters applied in Camtasia Rev.

# **Basic Edits**

Try these quick edits after recording to remove mistakes or to customize your video.

#### Trim

Remove any extra content at the beginning or end of a recording.

- 1. Click to select the media on the timeline.
- 2. Drag the end of the clip in.
- To restore content that was trimmed too far, drag the end of the clip back out. Trimming does not affect the original recording in the media bin.

#### **Cut Out Mistakes**

Remove mistakes or unwanted sections in your content.

- 1. Drag the red or green handle on the playhead to select the area to remove.
- 2. Click the **Cut** icon to remove the section.



A dashed line appears where the clips were stitched together after the cut.

#### Tip: Undo a selection.

Double-click the playhead to bring the red and green handles back together.

#### **Position Screen or Camera Recording**

You can further customize your content in the Rev layout you selected. For example, move your webcam to display on the left instead of the right in your video.

1. In the Canvas toolbar, select **Edit** mode.



- 2. To move the screen or camera recording, click and drag the content to the desired location on the canvas.
- 3. To resize the screen or camera recording, click to select the content on the canvas. Drag a corner handle in or out on the canvas or drag the **Scale** slider in the properties.

To learn more about editing the camera recording, see Record & Edit Camera Video (Picture-in-Picture) (https://www.techsmith.com/learn/?post\_type=tutorial&p=182351).

#### **Frame Content**

Camtasia Rev automatically positions your content to fit within the selected layout.

To edit the content in focus in the frame:

1. In the Canvas toolbar, select **Crop** mode.



- 2. To zoom in or out on the content, click to select the content on the canvas and drag the **Scale** slider in the properties.
- 3. To position the content in the frame, click and drag on the content on the canvas.

#### Zoom in on Sections in Your Video

To zoom in on the content for a section in your video, add a custom animation.

- Select Animations tab > Animations subtab, and drag the Custom animation onto your content on the timeline.
- 2. In the properties, drag the **Scale** slider to zoom in on your content. This sets the display for the end of the animation.
- 3. On the timeline, drag the end of the animation arrow out to slow down the animation or to speed up the animation.

#### Edit an Effect or Filter Applied in Rev

1. Click to expand the effects tray on the media on the timeline.



2. Click to select the effect or filter to edit.



- 3. Edit the options available for the effect or filter in the Properties panel. You can preview the changes on the canvas.
- 4. To preview the effect or filter enabled or turned off, click the effect toggle in the properties.
- 5. To delete the effect or filter, click the X button in the properties or press the **Delete** key.

#### Add a Title

Add a title or text to introduce your video, a speaker, or a scene. Learn how to create your own title or add one of our 100 million customizable and creative assets available in Camtasia, see Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/?post\_type=tutorial&p=246837).

#### Edit the Background

You can customize the dynamic backgrounds applied in Camtasia Rev.

- 1. Click to select the background on the timeline.
- 2. In the Properties panel, customize the properties such as color, speed, and more. To learn more, see Add a Dynamic Background (https://www.techsmith.com/learn/?post\_type=tutorial&p=238639).

# Access Your Original Recording

Camtasia maintains your original recording streams (audio, screen recording, and camera) in the Media Bin without the Camtasia Rev enhancements and effects applied.

To replace the Camtasia Rev edits with your original recording in a video:

- 1. Control+click (Windows) or Command+click (Mac) to select the media on the timeline and press the **Delete** key.
- 2. Select Media tab > Media Bin subtab.
- 3. Drag the original recording file from the Media Bin onto the timeline.

# **Export & Share**

When you are ready to export or share your video, click the **Export** button in the upper-right corner of Camtasia Editor, then select a destination. See Export & Share Your Video (https://www.techsmith.com/learn/? post\_type=tutorial&p=182298).



# **Export & Share Your Video**

Learn to export your project as a video file onto your computer or share to popular web destinations.

# **Export Overview**

Export a video file based on the media on the timeline in your Camtasia project. The **Export** menu contains settings optimized to share videos to your local hard drive, Screencast, YouTube, and more.

Click **Export** and select an option from the dropdown:



# Export a Video to Your Computer

The Local File option is best for exporting a MP4, GIF, M4A, or a video with interactive features (such as table of contents (https://www.techsmith.com/learn/?post\_type=tutorial&p=182313), captions (https://www.techsmith.com/learn/?post\_type=tutorial&p=182326), search, quizzing (https://www.techsmith.com/learn/?post\_type=tutorial&p=182328), and hotspots (https://www.techsmith.com/learn/?post\_type=tutorial&p=182327)) onto your computer. Then, upload to a video hosting site, your channel, or social media to share the video with others.

#### 1. Select Export > Local File.

2. The Export Local File dialog appears. Customize the export options:

• Windows: Select an option from the **Preset** dropdown or select **Custom** to edit the export settings.

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Preset Dime Curi	Basic MP4 Basic MP4 Basic GIF Basic M4A			
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- **Mac:** Select a file format from the dropdown and click the **Options** button to customize the advanced settings.
- 3. Click Export.

#### Tip: Batch export multiple videos.

Select **Export > Batch Export button** to quickly export a series of videos to repurpose the content to fit various platforms, video styles, or export quality requirements. See Batch Export Videos (https://www.techsmith.com/learn/tutorials/camtasia/batch-export/).

# Export a Selection on the Timeline

Export a selection on the timeline to create a short video or to preview an effect.

## ▼ Learn how to export a timeline selection

1. Drag the green and red playhead handles to make a selection on the timeline.



2. Export the selection:

#### • Windows:

- 1. Right-click the selection and select **Export Timeline Selection As**.
- The Export Selection dialog appears. Choose the desired options. If the selection includes interactive features, select the Export with Smart Player preset or file format. See Export Videos with Interactive Features.
- 3. Click Export.

#### • Mac:

- 1. Select **Export > Local File**.
- 2. A confirmation window appears. Click **Continue** to export only the selected portion of the timeline.
- 3. The export dialog appears. Choose the desired options. If the selection includes interactive features, see Export Videos with Interactive Features.
- 3. Click Export.

# **Export to Screencast**

Upload your videos to Screencast to share with your audience. Screencast (https://www.techsmith.com/screencast.html) is a cloud-based solution for collaboration and feedback.

Your TechSmith account automatically gives you access to store up to 25 videos on Screencast for free. Or subscribe to Screencast Pro to upload unlimited videos and access additional features. Learn more about our Screencast account tiers (https://www.techsmith.com/screencast.html).

Check out some of the benefits of sharing your content to Screencast:

#### • Supports Interactive Features

Screencast supports any interactive features you have included in your video, such as table of contents (https://www.techsmith.com/learn/?post\_type=tutorial&p=182313), captions (https://www.techsmith.com/learn/?post\_type=tutorial&p=182326), search, quizzing (https://www.techsmith.com/learn/?post\_type=tutorial&p=182328), and hotspots (https://www.techsmith.com/learn/?post\_type=tutorial&p=182327).

• Al-Assisted Titles, Descriptions, and Chapters (Screencast Pro

(https://www.techsmith.com/screencast.html))

Save time and use AI-generated titles, descriptions, and video chapters for your content. See Set Context

Quickly with AI-Assisted Titles and Descriptions (https://www.techsmith.com/learn/tutorials/screencast/aigeneration-screencast/) and Add Video Chapters (https://www.techsmith.com/learn/tutorials/screencast/video-toc/).

Auto-Generate Captions for all Videos (Screencast Pro (https://www.techsmith.com/screencast.html))
 Make your videos more accessible and easy-to-follow with AI-generated captions. For Screencast Pro
 accounts (https://www.techsmith.com/screencast.html), captions are automatically generated based on the
 audio transcription for any videos uploaded to Screencast. See Add Captions in Screencast
 (https://www.techsmith.com/learn/tutorials/screencast/generate-captions/).

#### Conversations & Reactions

Post a question to prompt feedback. Leave comments, annotations, and emojis on images or at specific times in a video. Your viewers can engage with your content without setting up an account. See Manage Conversations (https://www.techsmith.com/learn/tutorials/screencast/manage-conversations/).

# Learn how to export to Screencast

**Note:** You must have Camtasia Windows version 2022.4.0 or later or Camtasia Mac version 2023.0.0 or later installed.

- 1. In Camtasia, select **Export > Screencast**.
- 2. The Export to Screencast dialog appears. Enter a title and optional description.
- 3. Click the **Export** button.

Camtasia uploads the video to your Screencast Library (http://app.screencast.com/).

# Export to YouTube

Upload your videos directly from Camtasia to YouTube.

**Note:** Recommended YouTube video resolutions vary. 720p or 1080p (HD) are best for playback on standard monitors.

## Learn how to export to YouTube

- 1. Click **Export > YouTube**. You may be asked to sign in to your YouTube account.
- 2. Enter a title, description, tags, privacy, and category.

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		Cancel	Export
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By clicking "Export" you certify that you own all rights to the content or that you are authorized by the owner to make the content publicly available on YouTube, and that it otherwise complies with the <u>YouTube Terms of Service</u>			
Export Cancel			
Tip: Add tags to improve impr	rove search engin	e optimization (SEO).	

Add keywords from your content as tags so YouTube can help users find your video.

- 3. Set the privacy settings to the desired level.
- 4. Click Export.

Note: If your timeline includes captions or a table of contents:

- **Windows:** Camtasia 2022.1.0 and later automatically uploads your captions and TOC to YouTube.
- Mac: Select Create table of contents from markers to upload your TOC. Camtasia automatically uploads your captions to Youtube.

Camtasia uploads the video to YouTube and opens the video in a browser window for playback.

Note: Quizzes and interactive hotspots in Camtasia are not supported on YouTube.

# **Export Videos with Interactive Features**

The TechSmith Smart Player is required for videos with interactive features such as table of contents (https://www.techsmith.com/learn/?post\_type=tutorial&p=182313), captions (https://www.techsmith.com/learn/? post\_type=tutorial&p=182326), search, quizzing (https://www.techsmith.com/learn/? post\_type=tutorial&p=182328), and hotspots (https://www.techsmith.com/learn/?post\_type=tutorial&p=182328).

# Learn how to export with the TechSmith Smart Player

To include the TechSmith Smart Player, export to any of the following options:

- Local File (Windows): Select the MP4 with Smart Player preset or file type option. On the Smart Player tab, select from these additional options:
  - To report quiz results with SCORM, enable the **Report using SCORM** option and click the **SCORM Options** button.
  - Exported vs. Hosted Smart Player Files:
     For additional details about Exported vs Hosted Smart Player files, see Hosted TechSmith Smart Player FAQ (https://support.techsmith.com/hc/en-us/articles/360048411192).
    - Export Smart Player files for hosting: The export includes additional CSS and JavaScript files required to run the Smart Player on your website. As web browsers evolve, it may be necessary to manually update or reproduce video files with the newest version of Smart Player.
    - Use hosted Smart Player files (Recommended): Smart Player CSS and JavaScript files are hosted and kept up-to-date by TechSmith. This option ensures you always have the latest version of Smart Player without having to manually update files on your web server or reproduce video files.
- Local File (Mac): Select the Export to MP4 file format and enable the desired interactive options in the export dialog:
  - For captions, select an option from the Caption Style dropdown.
  - To include a quiz, enable the **Include Quiz** option and click **Options** to edit the settings.
  - To report quiz results with SCORM, enable the **Include SCORM** option and click **Options** to edit the settings.
  - To include a video TOC and search, enable the **Create table of contents from markers** option.
- Screencast

Tip: Archive your finished project in a folder that contains all the media in your video.

- Windows: Select File > Export > Zipped Project.
- Mac: Select File > Save As and select the Create standalone project option.

# **Enhance Your Video with Camtasia Assets**

Learn how to take your video to the next level with our royalty-free online assets.

# **Camtasia Assets Overview**

Assets are now easier than ever to access and add to your projects. You can browse over 100 million professional, royalty-free video assets directly in Camtasia. Add polish to your video with photos, videos, audio, and customizable digital content, without ever leaving the Camtasia Editor.

If you are starting with a blank Camtasia project, browse our premade assets for inspiration, such as adding a title to introduce your video or a music track to set the tone.

# 1. Find Camtasia Assets

 To access the free and premium assets in Camtasia version 2023.3.0 and later, select Media tab > Camtasia Assets subtab.



**Note:** To learn how to download assets in Camtasia version 2023.2.0 and earlier, see Find Camtasia Assets on the Website (http://techsmith.com/learn/tutorials/camtasia/install-assets/) tutorial.

- 2. Complete any of the following:
  - Browse the assets in each category. Click See All to view additional assets within that category.



• Enter a search term into the **Search** field and press the **Enter** key.



• Click the **Search Filter** dropdown to filter the results by free assets, safe search, or your recent searches.



3. Double-click to preview an asset.

# 2. Add Camtasia Assets to Your Video

To add an asset to your video, drag the asset from the **Camtasia Assets** subtab onto the desired location on the timeline or canvas.

To learn how to position media on the canvas or timeline, see Position Media on the Canvas (https://www.techsmith.com/learn/tutorials/camtasia/working-with-the-canvas/) and Explore the Timeline (https://www.techsmith.com/learn/tutorials/camtasia/video-editing/).

# 3. Customize Assets

After you add an asset from the **Camtasia Assets** subtab or from your personal library (https://www.techsmith.com/learn/tutorials/camtasia/library/), customize the properties to:

- Edit the text.
- Match your brand colors and logos.
- Set the aesthetics or video tone.
- Get the desired effect by changing the speed or other visual properties.

To customize an asset:

- 1. Click to select the asset on the timeline or canvas.
- 2. Click the Properties button.

Properties

3. The Properties panel opens. Each asset has its own unique set of customizable properties, such as color, size, text, and speed. Edit the desired properties for each.



4. To preview the changes, drag the playhead on the timeline to the desired start location and click the **Play** button or press the **Spacebar**. The canvas displays a preview of your video.

# Camtasia Asset Types

The following asset types are available directly in Camtasia from the Camtasia Assets subtab. Some assets (templates (https://www.techsmith.com/learn/tutorials/camtasia/use-a-template/), themes (https://www.techsmith.com/learn/tutorials/camtasia/themes/), and device frames (https://www.techsmith.com/learn/tutorials/camtasia/device-frames/)) are accessed through other locations in Camtasia and their in-product locations are noted below.

# Customizable

• Titles

Capture the attention of your viewers with the perfect title animation. Easily add your logo, text, and colors to make it your own.

Dynamic Backgrounds

Looping background animations for your next project. Customize speed, color, skew, and more. See Add a Dynamic Background (https://www.techsmith.com/learn/tutorials/camtasia/dynamic-backgrounds/).

• Motion Graphics

Get your point across with ease. Choose from hundreds of motion graphics, like lower thirds, callouts (https://www.techsmith.com/learn/tutorials/camtasia/annotations/), animations, and more to create powerful explainer and product videos.

Callouts

Annotations, animations, and customizable graphics designed to focus viewer attention: arrows, indicators, shapes, and more. See Add Arrows, Shapes, and Callouts (https://www.techsmith.com/learn/tutorials/camtasia/annotations/).

Templates

Create video faster than ever with drag and drop video templates you can customize in just a few clicks. See How to Use a Template (https://www.techsmith.com/learn/tutorials/camtasia/use-a-template/).

Asset Packs

Themed video elements thoughtfully curated to help you accomplish your goals.

• Themes

Customizable themes instantly make your video look more professional and polished with coordinated colors and fonts. No graphic design experience necessary! See Build Your Color Palette (Themes) (https://www.techsmith.com/learn/tutorials/camtasia/themes/).

#### Device Frames

Quickly make any video look like it's playing on a desktop, laptop, or mobile device screen. Establish context and add a level of professionalism to your videos with customizable device frames.

**Note:** To access device frames in Camtasia, select **Visual Effects** tab and drag the **Device Frame** effect onto media on the timeline. Click the **Properties** button and select the desired device frame from the **Type** dropdown. See Provide Context with Device Frames (https://www.techsmith.com/learn/tutorials/camtasia/device-frames/).

# ▼ Videos

#### Footage

Enhance your video projects with royalty-free footage. Explore millions of high-quality video clips that bring your stories to life.

#### Animations

These fun and expressive animations help you convey emotion, simplify complex ideas, and will delight your viewers.

#### Motion Backgrounds

Make your videos pop with animated, looping video backgrounds. Explore millions of royalty-free motion backgrounds.

#### Effects

Find the perfect video effect to improve your next video. Video effects library of royalty-free, short clips with an alpha channel.

# ▼ Images

#### Photos

Bring your ideas to life with stunning, royalty-free photos.

Icons

Discover the perfect royalty-free illustrations and icons for your next video project.

# ▼ Audio

Music

Find high-quality background music for videos. Explore royalty-free instrumental and vocal audio tracks in various moods, styles, and genres.

Sound Effects

Emphasize important content in your video with sound effects. Find the perfect royalty-free sound effect to accompany the action on screen.

# **Get Inspired**

Check out these tutorials to continue build your skills and discover new ways to use Camtasia assets in your videos:

- 4 Ways to Visualize Your Audio (https://www.techsmith.com/learn/tutorials/camta sia/audio-visualizers/)
- Add a Dynamic Background (https://www.techsmith.com/learn/tutorials/camta sia/dynamic-backgrounds/)
- Build Your Color Palette (Themes) (https://www.techsmith.com/learn/tutorials/camta sia/themes/)
- Add Text to Your Video (https://www.techsmith.com/learn/tutorials/camta sia/video-text/)

- Set the Tone with Background Music (https://www.techsmith.com/learn/tutorials/camtasi a/background-music/)
- Provide Context with Device Frames (https://www.techsmith.com/learn/tutorials/camtasi a/device-frames/)
- How to Use a Template (https://www.techsmith.com/learn/tutorials/camtasi a/use-a-template/)
- Create Custom Assets (https://www.techsmith.com/learn/tutorials/camtasi a/create-custom-assets/)

# Import & Manage Your Project Media (Media Bin)

Import and manage recordings, video, audio, and image source files for your current project in the Media Bin.

# Media Bin Overview

The Media Bin contains any media you record or add to your current video project. To open, select **Media tab > Media Bin subtab**.



# **Record or Import Media into a Project**

Select any of the following options to record or import content into the Media Bin to use in your video:

## ▼ Record the Screen

See Build Your First Video (https://www.techsmith.com/learn/tutorials/camtasia/record-edit-share/).

#### Import Media from Your Computer

- 1. Click the Media tab.
- 2. Click + > Import Media or double-click in the Media Bin.
- 3. Click to select the media to import. Control+click (Windows) or Command+click (Mac) to select multiple files.
- 4. Click Open (Windows) or Import (Mac).

The imported media appears in the Media Bin.
See Record a PowerPoint Presentation (https://www.techsmith.com/learn/tutorials/camtasia/record-a-powerpoint-presentation/).

### Import PowerPoint Slides

See Import PowerPoint Slides (https://www.techsmith.com/learn/tutorials/camtasia/import-powerpoint-slides/).

### Import Media into Camtasia Rev to Apply Quick Layouts & Effects

Import a recording or footage from others into Camtasia Rev to apply a consistent look and layout in your video. See Apply Quick Layouts & Effects with Camtasia Rev (https://www.techsmith.com/learn/tutorials/camtasia/importto-camtasia-rev/).

### ▼ Record an iOS Device

See Record an iOS Demo or Tutorial (https://www.techsmith.com/learn/tutorials/camtasia/recording-your-ios-device/).

### Import Media from a Mobile Device

Send images or videos to Camtasia from your mobile device.

#### 1. Select File > Connect to Mobile Device.

2. Follow the onscreen instructions in the Connect Mobile Device dialog.

The imported media appears in the Media Bin. See Record an iOS Demo or Tutorial (https://www.techsmith.com/learn/tutorials/camtasia/recording-your-ios-device/).

### ▼ Import Media from Google Drive

- 1. Click the Media tab.
- 2. Click + icon > Import From Google Drive.
- 3. Enter your Google email and password.
- 4. Click to select the media to import. Control+click (Windows) or Command+click (Mac) to select multiple files.
- 5. Click Import.

The imported media appears in the Media Bin.

### Record Voice Narration

See Record Voice Narration (https://www.techsmith.com/learn/tutorials/camtasia/record-voice-narration/) (Camtasia Editor) or Record a Voice-Over (https://www.techsmith.com/learn/tutorials/audiate/record-a-voice-over/) (Camtasia Audiate).

## Add Media to Your Video

To include the media in your video, select **Media tab > Media Bin subtab**. Drag the media onto the desired location on the timeline or canvas.

#### Get tips on how to position media or assets.

See Position Media on Canvas (https://www.techsmith.com/learn/tutorials/camtasia/working-with-thecanvas/) or Explore the Timeline (https://www.techsmith.com/learn/?post\_type=tutorial&p=182300) to get recommendations on how to position media on the canvas or timeline.

### Manage & Organize Media

After adding media to your project, the following tasks help you view and organize content in the Media Bin.



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View Media Details	Right-click media and select <b>Details</b> .
Locate Unused Media (Media not located on the timeline)	To remove unused media, right-click in the Media Bin and select <b>Delete Unused Media</b> . To select unused media, right-click in the Media Bin and select <b>Select Unused Media</b> .
	Create a proxy of your high definition videos to improve editing performance such as lags or skips during playback.
Create a Proxy Video	Right-click media in the Media Bin and select <b>Proxy Video &gt; Create Proxy Video</b> . An icon appears in the video thumbnail when the process is complete.
	Right-click (Windows) or Control+click (Mac) the proxy media in the Media Bin and select <b>Proxy Video</b> > <b>Delete Proxy Video</b> .
Delete a Proxy Video	To delete all proxy videos:
	<ul> <li>Windows: Select Edit &gt; Preferences &gt; Advanced tab &gt; Delete Proxy Videos button.</li> </ul>
	<ul> <li>Mac: Select Camtasia 2023 &gt; Settings (macOS 13 or later) or Preferences (macOS 12 or earlier) &gt; General tab &gt; Delete All Proxy Videos button.</li> </ul>
Rename Media (Mac Only)	Right-click media and select <b>Rename</b> . Type a new name.

	Create a copy of your video media where the events are in reversed order.		
	File Edit Modify View Export Help TechSmith Camtasia - Untitled Project*		
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	Dight sligh (Mindows) or Control I sligh (Mas) the modia in the Madia Bin and select <b>Deverse Video</b>		
	The new media is added to the Media Bin.		
	<b>Note:</b> Reversed videos do not include audio.		
	To cancel a reverse video while processing right-click (Windows) or Control+click (Mac) the modia in		
	the Media Bin and select Cancel Reverse Video		

# Camtasia Supported File Formats

Windows	Мас
<b>Video Files</b>	<b>Video Files</b>
AVI, MP4, MPG, MPEG, MTS, M2TS, WMV, MOV	MP4, MPG, MPEG, MOV
Camtasia Recording Files	Camtasia Recording Files
TREC	TREC
Image Files	Image Files
BMP, GIF, JPG, JPEG, PNG, PDF, TIF, TIFF, JSON (Lottie)	BMP, GIF, JPG, JPEG, PNG, PDF, JSON (Lottie)
Audio Files	Audio Files
WAV, MP3, WMA, M4A	M4A, WAV, MP3

# **Record & Edit Camera Video (Picture-in-Picture)**

Learn how to record video from a webcam or other camera device to connect with your viewers. Select a layout and edit how your camera recording appears in your video.

# 1. Record your Screen and Camera Together

- 1. Complete one of the following to open the Camtasia Recorder:
  - From the Camtasia Home screen, click New Recording Camtasia Rev.



• From an open project, click **Record**.



2. In the Camtasia Recorder, click the **Screen Recording**, **Camera**, **Microphone**, and **System Audio** (optional) toggle buttons to turn them on.



- Camtasia highlights the selected recording area on the screen. Drag the handles to adjust the selection. For more information about selecting the recording area, see Build Your First Video (https://www.techsmith.com/learn/tutorials/camtasia/record-edit-share/).
- 4. Click the **Camera** and **Microphone** dropdowns to select specific devices.



5. Drag the microphone slider to increase or decrease the audio level.



6. Click the **Camtasia Rev** toggle to turn on Camtasia Rev.



- 7. Click the **Record** button.
- 8. When you are finished recording, click the **Stop** button.

## 2. Edit Layout and Style with Rev

Your recording opens in Camtasia Rev where you can implement your own personal style with just a few clicks.

### Size

Set the video size based on where you want to host or share the video. Rev provides size options to target standard video sizes for all your channels.

### Layout

Choose from a series of layouts based on the content in your recording. Options include fullscreen camera or picture-in-picture layouts with both camera and screen recordings.

### Background

Choose from a variety of colors, patterns, and animations for the background to make your content more visually engaging.

#### Effects

Apply multiple effects to the cursor, camera, and screen recording to draw attention or set the tone.

### Filters

Apply visual filters to enhance the appearance of camera video.

**Note:** You can turn off some of the automatic selections in Camtasia Rev, such as backgrounds. Click to deselect the option on the **Background**, **Effects**, or **Filters** tabs.

If you are satisfied with your video, click **Export** to export your video directly from Rev.

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Click the **Edit in Camtasia** button to further customize and edit your recording. See Move and Resize Camera Recording.

## 3. Move and Resize Camera Recording

Camtasia Editor opens with components of your video on separate tracks:

- Background (if selected in Camtasia Rev)
- Screen recording and system audio combined
- Camera and microphone recording combined

Complete any of the following options to edit the appearance of your camera recording.

#### **Position and Resize Camera Recording**

You can further customize your content in the Rev layout you selected. For example, move your webcam to display on the left instead of the right in your video.

1. In the Canvas toolbar, select **Edit** mode.



- 2. To move the camera recording, click and drag the content to the desired location on the canvas.
- 3. To resize the camera recording, click to select the content on the canvas. Drag a corner handle in or out on the canvas or drag the **Scale** slider in the properties.

#### **Frame Content**

Camtasia Rev automatically positions your camera recording in a frame within the selected layout. To edit how your camera recording appears in the frame:

1. In the Canvas toolbar, select **Crop** mode.



- 2. To zoom in or out on the content, click to select the camera recording on the canvas and drag the **Scale** slider in the properties.
- 3. To position the content in the frame, click and drag the camera recording on the canvas.

### 4. Add Animations to Move or Transition Media

Add animations to media, for example to:

- Resize the camera video to fill the screen at the start of the video.
- Reposition the camera video during the video to reveal an area of the screen recording.

To add an animation:

- 1. Click the Animations tab.
- 2. Click the **Animations** subtab (Windows only).
- 3. Drag the **Custom** animation onto the camera recording on the timeline.



4. An arrow appears on the timeline. The playhead automatically moves to the head of the arrow, which indicates where the animation ends.

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Track 2	0.04				34-16-PM

5. In the properties panel or on the canvas, adjust the position and scale of the camera recording for the end of the animation.



- 6. Optional: Move the playhead to the tail of the arrow and adjust the position and scale of the camera recording for the beginning of the animation.
- 7. Drag the arrow tail on the timeline to where you want the animation to start.



- 8. Drag the arrow head on the timeline to where you want the animation to end.
- 9. Drag the playhead over the animation on the timeline to review it. Make further adjustments as needed.



For detailed information about how to apply animations, see Animations In-Depth (https://www.techsmith.com/learn/tutorials/camtasia/animations-in-depth/).

# **Record an iOS Demo or Tutorial**

Learn how to record the screen of an iPhone or iPad and edit in Camtasia. Add gesture effects to show every tap, pinch, and swipe.

Record your iOS device screen, for example to demonstrate a mobile app. Then edit in either Camtasia for Mac or Windows and add mobile-specific gesture effects and device frames.

## Record with Camtasia (Mac only)

**Note:** Only Camtasia for Mac supports recording iOS devices directly in Camtasia. To record and edit iOS recordings with Camtasia for Windows, see Record with the Capture Mobile App.

1. Connect your iPhone or iPad with a Lightning or USB-C cable to a computer running Snagit for Mac.



- 2. In Camtasia, select File > New Recording.
- 3. Camtasia Recorder opens. Click the **Screen** dropdown and select the iOS device from the Mobile Device section.



To learn how to set up the other recording options such as microphone or system audio, see Build Your First Video (https://www.techsmith.com/learn/tutorials/camtasia/record-edit-share/).

- 4. Set up the desired screen on your device and click the Start Recording button in Camtasia.
- 5. When you are finished recording the iOS device, click the **Stop Recording** button in Camtasia.

The recording opens in Camtasia Editor. Add gesture effects or a device frame to enhance your final video.

## Record with the Capture Mobile App

The TechSmith Capture mobile app offers a cable-free way to record your iOS device and send the file to Camtasia. Use this option:

- When you can't connect your iOS device to your computer with a cable.
- To record on an iOS device and send the recording to Camtasia for Windows or Mac.

Note: Your iOS device and computer must be connected to the same wireless network.

To record with the Capture mobile app and export to Camtasia:

1. On your iPhone or iPad, download the TechSmith Capture mobile app from the App Store (https://apps.apple.com/us/app/techsmith-capture/id1266321056).

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- 2. Open the Capture mobile app and sign in to your TechSmith account.
- 3. Tap the red **Record** button.





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- 4. Tap the Microphone button to turn microphone recording on or off.
- 5. When you are ready to start, tap **Start Broadcast**.
- 6. Capture shows a three-second countdown, then begins recording. During recording, a red indicator appears on the screen.
- 7. To stop recording, tap the recording indicator, then tap Stop.



- 8. Tap the notification at the top of the screen to view the recording in the Capture mobile app.
- 9. Tap Share.
- 10. In the Export dialog, tap Camtasia.
- 11. Complete one of the following, depending on the situation:
  - If you have not yet connected your mobile device to Camtasia, follow the instructions on the screen.
  - If you previously connected your iOS device to Camtasia, your recording is automatically added to the Camtasia Media Bin.
  - If you have connected your iOS device to multiple versions of Camtasia, tap to select the version you want to send to.

Your recording is added to the Camtasia Media Bin.

Note: If Capture is unable to export to Camtasia see:

- TechSmith Capture (iOS) App Troubleshooting (https://support.techsmith.com/hc/enus/articles/360016417072-TechSmith-Capture-iOS-App-Troubleshooting)
- Alternative ways to send to Camtasia

#### Alternative Ways to Send to Camtasia

If Capture cannot export directly to Camtasia, transfer the recording to your computer via AirDrop (Mac only) or a cloud-based storage service such as Dropbox or Google Drive. Then import it manually to Camtasia.

### View AirDrop steps (Mac only)

- 1. Open the recording in the Capture mobile app.
- 2. Tap Share.
- 3. In the Export dialog, tap More.
- 4. In the Share dialog, tap **AirDrop**.
- 5. In the AirDrop dialog, tap to select the name or serial number of the Mac computer.
- 6. In the AirDrop notification on your Mac computer, select **Accept > Save to Downloads**.
- 7. Import the media file to your Camtasia project. See Import & Manage Your Project Media (Media Bin) (https://www.techsmith.com/learn/tutorials/camtasia/import-manage-media/).

### ▼ View cloud-based storage steps (Mac or Windows)

- 1. Open the recording in the Capture mobile app.
- 2. Tap Share.
- 3. In the Export dialog, tap More.
- 4. In the Share dialog, tap to select a cloud-based storage app, or tap **More** and then select the app.
- 5. Select a location for the file and tap **Upload**.
- 6. Import the media file to your Camtasia project. See Import & Manage Your Project Media (Media Bin) (https://www.techsmith.com/learn/tutorials/camtasia/import-manage-media/).

## Add Gesture Effects

Gesture effects add visual effects that simulate taps, swipes, and pinches on mobile devices.

- 1. Click the Gesture Effects tab.
- 2. Drag a gesture effect onto the canvas.
- 3. To change the duration of an effect, click the **Show Effects** tab on the timeline and drag the ends of the effect in or out.



4. To edit the properties, click to select the effect on the timeline and edit the settings in the Properties panel.



# Add a Device Frame

Add a device frame around an image or video clip to provide context or to position a vertical recording within a horizontal video.

To learn how to add a device frame, see Provide Context with Device Frames (https://www.techsmith.com/learn/tutorials/camtasia/deviceframes/).



# How to Use a Template

Learn how to use templates to create consistent looking videos for yourself or your teammates.

Templates include placeholders for your video clips and make it easier to create:

- Polished videos without starting from scratch.
- Consistent videos for yourself and your team.

Choose from professionally-designed templates available in Camtasia or from the Camtasia Assets website (https://library.techsmith.com/en/camtasia/Customizable), or build a video template to share (https://www.techsmith.com/learn/tutorials/camtasia/create-a-template/).

# Create a Video Project from a Template

- 1. In Camtasia Editor, select File > New Project from Template.
- 2. The Template Manager opens. Select a template and click New from Template.





- The template opens as a new project. Select File > Save As to save the video project file (.tscproj for Windows or .cmproj for Mac).
- 4. If the placeholder is in a group, click the **+** icon on the timeline to open the group. Media within the group appear on separate tracks, and the group name displays in a tab above the timeline. To learn more, see How

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#### to Use Group Tabs (https://www.techsmith.com/learn/tutorials/camtasia/grouped-media/).



5. To replace video content in a template, select the Media tab and drag a recording from the Media Bin (https://www.techsmith.com/learn/tutorials/camtasia/import-manage-media/), Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/), or Library (https://www.techsmith.com/learn/tutorials/camtasia/library/) subtab onto the original media or placeholder on the timeline. When a green outline appears around the media or placeholder, release your mouse button.



- 6. A menu appears with the replacement options. If the new media is a different duration than the media or placeholder, select one of the following options:
  - **Ripple Replace:** Shift all clips on the track to the right to insert space for the entire duration of the new media.
  - **Replace with Clip Speed:** Increase the playback speed of the new media to fit the duration of the placeholder.
  - **Replace From End:** Trim the new media to fit the duration of the placeholder. If the new media is longer, the beginning of the clip is trimmed to fit the duration.
  - **Replace From Start:** Trim the new media to fit the duration of the placeholder. If the new media is longer, the end of the clip is trimmed to fit the duration.
- 7. A group (https://www.techsmith.com/learn/tutorials/camtasia/grouped-media/) is created with the name of the new media. If you need to adjust the scale or other media properties to fit the template:



- 1. Click the 🕂 icon to open the new media group.
- 2. Select the media on the timeline.
- 3. Make any necessary adjustments in the Properties (https://www.techsmith.com/learn/tutorials/camtasia/media-properties/) panel.
- 4. Click the x icon on the group tab above the timeline to close the group.
- To share the video, see Export & Share Your Video (https://www.techsmith.com/learn/tutorials/camtasia/export-share/).

Tip: Find more templates on the Camtasia Assets website.

Browse and import professionally-designed, customizable templates from the Camtasia Assets website. See Import a Template from Camtasia Assets.

### Manage Templates

- Import a Template from Camtasia Assets
- Import a Template from Your Computer
- Rename a Template
- Delete a Template

#### Import a Template from Camtasia Assets

- 1. In Camtasia Editor, select File > New Project from Template.
- 2. The Template Manager dialog opens. Click the **Download more Templates** button.
- The Camtasia Assets website (https://library.techsmith.com/en/camtasia/assets/Customizable/Templates) opens.
  - On Mac, select Browse Assets for Camtasia > Templates.
- 4. Hover your mouse over a template to show a larger preview and available options.
- 5. Click the Send to Camtasia button.



The template is added to the Template Manager dialog. The Template Manager lists all the templates currently available in Camtasia.

### Import a Template from Your Computer

Import templates created by you or your team. To learn how to create your own template, see Build a Video Template to Share (https://www.techsmith.com/learn/tutorials/camtasia/create-a-template/).

- 1. In Camtasia Editor, select File > New Project from Template.
- 2. The Template Manager dialog opens. Click the button.
- 3. Select the .camtemplate file and click **Open**.

The template is added to the Template Manager dialog. The Template Manager lists all the templates currently available in Camtasia.

### **Rename a Template**

- 1. In Camtasia Editor, select File > Manage Templates (Windows) or Camtasia > Manage Templates (Mac).
- 2. The Template Manager dialog opens. Click to select a template.
- 3. Click •••• and select Rename Template.
- 4. Type the new template name and press Enter.

### Delete a Template

- 1. In Camtasia Editor, select File > Manage Templates (Windows) or Camtasia > Manage Templates (Mac).
- 2. The Template Manager dialog opens. Click to select a template.
- 3. Click •••• and select Delete Template.
- 4. Click Delete (Windows) or Yes (Mac) to confirm.

# **Apply Quick Layouts & Effects with Camtasia Rev**

Learn how to import existing recordings into Camtasia Rev to create a consistent look throughout your video.

# Start a New Camtasia Rev Recording

- 1. Open Camtasia.
- 2. Click New Recording Camtasia Rev.

	TechSmith Camtasia®	- ×
Home	Welcome to Camtasia, Rachel	
Learn		
Support		
What's New	New Project Open Project Import to New Recording Carntasia' <b>Rev</b> <sup>*</sup> Carntasia' <b>Rev</b>	

 Camtasia Recorder opens. Set up your desired recording settings. See Build Your First Video (https://www.techsmith.com/learn/tutorials/camtasia/record-edit-share/). Make sure the Camtasia Rev option is enabled.

				- ×
Screen	Camera	Microphone	System Audio	Start
			Camtasia° <b>R</b>	ev <sup>:</sup>

4. Click the **Record** button.

After recording, a preview of the recording opens in Camtasia Rev.

- 1. Select the desired customizations. See Accelerate Video Creation with Camtasia Rev Customizations.
- Export your video directly from Camtasia Rev, or click Edit in Camtasia for further editing and enhancements. See Basic Edits after Recording (https://www.techsmith.com/learn/tutorials/camtasia/basic-video-edits/).

## Apply Rev Layouts & Effects to Imported Media in a Project

The **Import to Camtasia Rev** option helps to quickly apply a consistent look and layout across media in your video.

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If you have previous Camtasia recordings or footage recorded by others, you can can import the media into Camtasia Rev to apply a similar look and layout across scenes throughout your video project.

**Note:** Camtasia Rev supports various video, image, and audio file formats. We recommend importing an unedited Camtasia Recording file (.trec) to access all of the layouts and effects available in Camtasia Rev based on the rich recording data collected in this file format, such as camera, screen recording, and cursor data.

#### 1. Select Media tab > Media Bin subtab.

- 2. Click the **button and select Import Media** to add content to the Media Bin in your project.
- 3. Right-click (Windows) or Control-click the media in the Media Bin and select Import to Camtasia Rev.
- 4. The media opens in Camtasia Rev. Select the desired customizations. See Accelerate Video Creation with Camtasia Rev Customizations.

**Note:** The **Size** tab is disabled if your project already contains media on the timeline. Camtasia sets the size to the current canvas dimensions in the video project.

5. Click Edit in Camtasia to continue editing.

Camtasia adds the Camtasia Rev media onto the timeline. To learn how to apply our recommended edits after completing your recording and enhancements in Camtasia Rev, see Basic Edits after Recording (https://www.techsmith.com/learn/tutorials/camtasia/basic-video-edits/).

# Apply Rev Layouts & Effects to Prerecorded Media

Now you can access Camtasia Rev at any time, not just from Camtasia Recorder. Open previously recorded footage and recordings in Camtasia Rev to accelerate video creation.

		Techs	Smith Camtasia		×
Home	Welcome	e to Cam	tasia, Rac	chel	_
Learn					
Support	C		Ð		
What's New	New Project	Open Project	<b>Import to</b> Camtasia° <b>Rev</b> *	New Recording Camtasia* <b>Rev</b> *	

- 1. Open Camtasia.
- 2. Click Import to Camtasia Rev.

### **▼**TechSmith<sup>®</sup>

3. Select the media and click **Open**.

**Note:** Camtasia Rev supports various video, image, and audio file formats. We recommend importing an unedited Camtasia Recording file (.trec) to access all of the layouts and effects available in Camtasia Rev based on the rich recording data collected in this file format, such as camera, screen recording, and cursor data.

- 4. Camtasia Rev opens. Select the desired customizations. See Accelerate Video Creation with Camtasia Rev Customizations.
- 5. Export your video directly from Camtasia Rev, or click **Edit in Camtasia** for further editing and enhancements. See Basic Edits after Recording (https://www.techsmith.com/learn/tutorials/camtasia/basic-video-edits/).

## Accelerate Video Creation with Camtasia Rev Customizations

Here are some customizations available in Camtasia Rev. Implement your own personal style with just a few clicks.

#### Size

Set the video size based on where you want to host or share the video. Rev provides size options to target standard video sizes for all your channels.

#### Layout

Choose from a series of layouts based on the content in your recording.

#### Background

Choose from a variety of colors, patterns, and animations for the background to make your content more visually engaging.

### Effects

Apply multiple effects to the cursor, camera, and screen recording to draw attention or set the tone.

### Filters

Apply visual filters to enhance the appearance of camera video.

**Note:** You can turn off some of the automatic selections in Camtasia Rev, such as backgrounds. Click to deselect the option on the **Background**, **Effects**, or **Filters** tabs.

# **Reuse Media Across Projects (Library)**

Learn how to speed up the video creation process and maintain consistency across your videos with personal media libraries.

# Library Overview

The library stores any custom assets or media you want to reuse across your Camtasia video projects. Save intros, animated backgrounds, icons, titles, music, groups, annotations, and more to your library to use consistent elements across your videos.



To open the library, select Media tab > Library subtab.

To add a library asset to your video, complete one of the following:

- Drag the asset from the **Library** subtab onto the desired location on the timeline.
- Right-click (Windows) or Control+click (Mac) the asset in the library and select Add to Timeline at Playhead.

Get tips on how to position media or assets.

See Position Media on Canvas (https://www.techsmith.com/learn/?post\_type=tutorial&p=182299) or Explore the Timeline (https://www.techsmith.com/learn/?post\_type=tutorial&p=182300) for recommendations on how to position media on the canvas or timeline.

# Add or Organize Assets

<b>Create a Custom Library</b> Organize assets based on a project, video type, asset type, or brand.	<ol> <li>Select Media tab &gt; Library subtab.</li> <li>In the Library dropdown, select Create New Library.</li> <li>Enter a name.</li> <li>Select an option in the Start from dropdown to create a blank library or create a copy of an existing library.</li> <li>Click Create.</li> </ol>
	<ul> <li>Asset or Group from Timeline:</li> <li>1. Right-click (Windows) or Control+click (Mac) an asset or group on the timeline and select Add to Library.</li> <li>2. Enter a name.</li> </ul>
	<ul> <li>Tip: Best practices when naming assets</li> <li>Keep the name short.</li> <li>Avoid generic names such as "callout1". Use descriptive cues such as video purpose, asset type, or color in the name. For example, "blue-speaker-intro".</li> </ul>
	<ol> <li>Select a library from the Library dropdown.</li> <li>Select Use Canvas Size to have the asset or group automatically resize based on the canvas dimensions or Use Visible Size to keep the original dimensions.</li> <li>Click OK.</li> </ol>
Add an Asset or Group to a Library	Selection from Timeline:

- 3. Enter a name.
- 4. Select a library from the Library dropdown.
- Select Use Canvas Size to have the asset or group automatically resize based on the canvas dimensions or Use Visible Size to keep the original dimensions.
- 6. Click **OK**.

### From Computer:

- 1. Select Media tab > Library subtab.
- 2. Click the + icon and select **Import Media to Library** or drag the desired assets into a library or folder.

Add Timeline Selection
Import Media to Library
+
~

### From Media Bin:

- 1. Select the Media tab > Media Bin subtab.
- Right-click (Windows) or Control+click (Mac) an asset in the Media Bin (https://www.techsmith.com/learn/?post\_type=tutorial&p=182296) and select Add to Library.
- 3. Select a library from the Library dropdown.

### 4. Click **OK**.

Add a Folder to the Library	<ol> <li>Select the Media tab &gt; Library subtab.</li> <li>Select a library from the Library dropdown.</li> <li>Right-click (Windows) or Control+click (Mac) within the library and select New Folder.</li> <li>Enter a folder name.</li> <li>Press the Enter key.</li> </ol>
Move Assets or Folders within a Library	<ol> <li>Select the Media tab &gt; Library subtab.</li> <li>Select a library from the Library dropdown.</li> <li>Click to select the asset or folder. Ctrl+click (Windows) or Command+click (Mac) to select multiple assets or folders.</li> <li>Drag the selection to the desired folder or location in the current library.</li> </ol>

	<b>Note:</b> To nest a folder in a library, click and drag the folder onto another folder.
Move Assets or Folders to Another Library	<ol> <li>Select the Media tab &gt; Library subtab.</li> <li>Select a library from the Library dropdown.</li> <li>Click to select the asset or folder. Ctrl+click (Windows) or Command+click (Mac) to select multiple assets or folders.</li> <li>Right-click (Windows) or Control+click (Mac) the selection and select Move To &gt; the desired library.</li> </ol>
Delete an Asset or Folder	Right-click (Windows) or Control+click (Mac) the asset or folder in the library and select <b>Delete</b> .

# **Find Assets**

Search within a library or across all libraries to find assets based on file names.

Search for	<ol> <li>Select the Media tab &gt; Library subtab.</li> <li>Click the Search icon and select the scope of the search: Search All Libraries, Search Current Library, or select a recent search term from the dropdown.</li> <li>Library</li> <li>Library</li> <li>Carntasia 2023</li> </ol>
Assets in Library	<ul> <li>Search Library Search All Libraries</li> <li>Search Current Library</li> <li>Type in the Search Library field.</li> <li>The search results appear. To sort the search results, right-click (Windows) or Control+click (Mac) a result and select Sort By.</li> </ul>
Sort Assets	Right-click (Windows) or Control+click (Mac) a folder or asset in the library and select <b>Sort By</b> . You can sort by name, type, date added, date used, or reverse the order.
Preview an Asset	Double-click the asset in the library. A preview window appears.

# Share a Library

To maintain a consistent video style across a project or organization, share your library assets with others.

Create a Camtasia Package (.campackage) to back up and share your Camtasia resources such as templates (https://www.techsmith.com/learn/?post\_type=tutorial&p=182343), shortcuts (https://www.techsmith.com/learn/? post\_type=tutorial&p=182360), libraries, themes (https://www.techsmith.com/learn/? post\_type=tutorial&p=182345), and presets (https://www.techsmith.com/learn/?post\_type=tutorial&p=182345), and presets (https://www.techsmith.com/learn/?post\_type=tutorial&p=182345), and presets (https://www.techsmith.com/learn/?post\_type=tutorial&p=182310) to another user or computer. See Package & Share Camtasia Resources (https://www.techsmith.com/learn/?post\_type=tutorial&p=182342).

**Note:** If you upgrade from Camtasia version 2019 or later, user libraries are automatically imported into the latest version of Camtasia during installation. To import libraries from previous versions, complete the steps below.

Export a Library	<ol> <li>Select the Media tab &gt; Library subtab.</li> <li>Select a library from the Library dropdown.</li> <li>Select Library dropdown &gt; Manage Library &gt; Export Library.</li> <li>Click Save to save the .libzip file.</li> <li>Send the .libzip file to others to import into Camtasia.</li> </ol>
Import a Library	<ol> <li>Select File &gt; Library &gt; Import Zipped Library.</li> <li>Locate the .libzip file to import and click Open.</li> <li>Choose to create a new library or add the assets to an existing library and click Import.</li> <li>Camtasia adds the assets to the selected library.</li> </ol>

# **Position Media on the Canvas**

Learn how to preview and arrange media on the canvas for your video.

The canvas is the working area where you preview, arrange, rotate, resize, and order the appearance of media in your video.

### **Position Media**

Complete any of the following edits on the canvas to position the appearance of media in your video.



#### Move

Click and drag media to move to a new location on the canvas.



#### **Resize / Scale**

Click to select media on canvas. Drag white media handle in or out.



#### Rotate

Click to select media on canvas. Drag the center handle in media to rotate around the anchor point.



#### Crop

1. In the Canvas toolbar, click the **Crop** button.



- 2. Click to select media on canvas and drag a blue handle in or out.
- 3. Click and drag the media to position the content within the frame.

#### Align

The canvas offers boundary guidelines to help you snap media to the edge, center, or align with other media.

• **Canvas Guides:** The guides appear as you drag media on the canvas. Drag media until it aligns with the edge, center, or other media guidelines.

To disable canvas snapping guidelines, select **View > Enable Canvas Snapping** to remove the checkmark.

 Ruler Guides: See Align Media with Ruler Guides (https://www.techsmith.com/learn/? post\_type=tutorial&p=241938).





#### Arrange – Timeline Z-Order

To reorder media on the canvas, right-click (Windows) or Control+click (Mac) and select **Arrange**.

The z-order position of media on the canvas is set by the placement of media on the timeline (https://www.techsmith.com/learn/? post\_type=tutorial&p=182300). Media on the top timeline track appears in front of media on lower tracks on the canvas.

#### Tip: Open the Properties for precise canvas edits.

Click to select the media or asset on the canvas and click the **Properties** button to view the properties available. In the Properties, you can edit text, colors, styles, and other options. See Discover the Properties Panel (https://www.techsmith.com/learn/?post\_type=tutorial&p=182312).

### **Canvas Editing Modes**

The canvas tools are located in the toolbar above the canvas.



Tool	Description
Edit mode (Default)	Select this mode to move, resize, and rotate media on the canvas.
Corner Pin mode	Select this mode to create a 3D perspective or to pin the corners of the media to fit within the boundaries of another object, such as a device frame. For example, replace what's shown on a computer display with your own screen recording or simulate text on a whiteboard. See Create the Illusion of 3D Perspective (Corner Pinning) (https://www.techsmith.com/learn/tutorials/camtasia/corner-pinning/).

Tool	Description
	<image/>
Pan mode	If you are zoomed in and the entire canvas is not visible, select this mode or hold the <b>Spacebar</b> and drag to change the visible area on the canvas. Camtasia keeps the original position and size when panning. Canvas editing is disabled in Pan mode.
	Select this mode to trim the unwanted areas from media.
Crop mode	1. Click <b>Crop</b> to turn crop mode on.
	2. Click to select the media on the canvas to crop.
	3. Drag the blue handles to remove the desired area.
_	You can also hold the <b>Alt</b> key (Windows) or the <b>Option</b> key (Mac) and drag to crop media while in another mode.
	To view the video preview in full screen mode or for better viewing, detach the canvas from the Camtasia application window and move it to another location, such as onto another monitor.
Detach / Attach Canvas	<b>To detach the canvas:</b> Right-click (Windows) or Control+click (Mac) an empty area on the canvas and select <b>Detach Canvas</b> . Drag the detached canvas to the desired location on your screen.
	<b>To reattach the canvas:</b> Right-click (Windows) or Control+click (Mac) an empty area on the canvas and select <b>Attach Canvas</b> .

ΤοοΙ	Description
Full Screen mode Windows	If the canvas is detached from the Camtasia application window, you can expand the canvas to full screen mode. Press <b>ESC</b> to exit.
Change the canvas magnification 41% Fit 25% 50% 75% 100% 200% 300% 300% 800% 1200% 1600% 2000%	<ul> <li>To help preview or edit media in your video, you can adjust the canvas zoom level. Click the Canvas Options dropdown menu to select the zoom level.</li> <li>This does not change the canvas dimensions / editing dimensions or affect the size of the final video.</li> <li>Select Fit to view the entire video within the boundaries of the canvas.</li> <li>When the view is magnified, click the Pan Mode button or hold the Spacebar and drag to change the visible area on the canvas.</li> </ul>
Project Settings	Set the canvas dimensions, editing frame rate, and audio level for your project. See Crisp and Clear Screen Recordings (https://www.techsmith.com/learn/?post_type=tutorial&p=182307).

### Change the Background Color

If media or assets do not cover the entire canvas, the canvas background displays in the final video.

#### For the entire video:

- 1. Right-click (Windows) or Control+click (Mac) the canvas and select Project Settings.
- 2. The Project Settings dialog appears. Select a color from the **Color** dropdown.



3. Click Apply.

For a portion of the video:

1. Click the **Annotations** tab.

2. Click the **Shapes** subtab.



3. Drag a rectangle onto the canvas. Drag the handles until the annotation covers the entire canvas.



- 4. Right-click (Windows) or Control+click (Mac) the annotation on the canvas and select **Arrange > Send to Back**.
- 5. In the properties, select the desired background color from the **Fill** color dropdown and the **Outline** color dropdown.
- 6. Drag an end of the annotation on the timeline to set the duration for the background in the video.



# **Edit Zoom Recordings**

Bring your Zoom recording into Camtasia to remove unwanted sections, fix audio, and add polish so that it is ready to share.

# Import Zoom Recording

- 1. Open Camtasia.
- 2. Click the Media tab.
- 4. Browse to select the Zoom recording and click Open (Windows) or Import (Mac).
- 5. The imported media appears in the Media Bin. Drag the Zoom recording from the Media Bin onto the timeline.

#### Tip: Save time editing with variable speed shortcuts.

- Press J to reverse the timeline playback at normal (1x), 2x, 4x, or 8x speed.
- Press **K** to pause the timeline playback.
- Press L to play the timeline forward at normal (1x), 2x, 4x, or 8x speed.

# Trim the Start and End

Trim out the wait time or conversations recorded before the Zoom call content begins.

- 1. On the timeline, drag the end of the clip in or out.
- 2. Drag the playhead to the desired location on the clip and click Play to preview the trimmed clip.

### **Remove Sections**

- 1. Click and drag the green or red handles on the playhead to make a selection.
- 2. Click the **Cut** button.



The selection is removed and the remaining media is stitched together.

### Edit Audio

Add audio points to adjust the volume for a part of the Zoom recording.

- 1. On a clip with audio, double-click to add an audio point.
- 2. Drag an audio point or line between audio points to raise or lower the volume.

See Edit Audio (https://www.techsmith.com/learn/?post\_type=tutorial&p=182336).

## Add an Intro or Outro

Intros are animations and text that provide context for the video's content. Outros are animations and text that provide resources such as contact information, a website, or a call-to-action for viewers to conclude a video.



To use one of Camtasia's premade titles for your intro or outro:

- 1. Select the Media tab > Camtasia Assets subtab > Titles > See All.
- 2. Browse or search for a Title asset.
- To add an asset to your video, drag the asset from the Camtasia Assets subtab onto the desired location on the timeline or canvas.
- To customize the title, click the **Properties** button. Each asset has its own unique set of customizable properties, such as color, size, text, and speed. Edit the desired properties for each.

# To learn more about Camtasia Asssets, see Enhance Your Video with Camtasia Assets

(https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/).

# Share Your Recording



To share your edited Zoom recording, click **Export** and select the option that works best for you.

Select **Local File** to save to your computer or share to another destination like YouTube.

See Export & Share Your Video (https://www.techsmith.com/learn/?post\_type=tutorial&p=182298) for details about sharing options.

# Where Is My Camtasia Library?

Learn where to find the new location for the Camtasia library in version 2023.3.0 and later.

We moved the library to the **Media** tab so all the options to add media and assets to your video are all located in one location. See Assemble Your Video (https://www.techsmith.com/learn/?post\_type=tutorial&p=246834).

# **Previous Location**

In Camtasia 2023.2 and earlier, the library was located on a separate tab.



### **New Location**

In Camtasia 2023.3.0 and later, you can find the library here:

Select Media tab > Library subtab.



To learn about all the ways you can add content to your video, continue with these tutorials:

- Reuse Assets Across Projects (Library) (https://www.techsmith.com/learn/?post\_type=tutorial&p=182344)
- Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/?post\_type=tutorial&p=246837)
- Import & Manage Project Media (Media Bin) (https://www.techsmith.com/learn/? post\_type=tutorial&p=182296)
# **Record a PowerPoint Presentation**

Learn three ways to record a Microsoft PowerPoint presentation with Camtasia.

Camtasia provides three ways to record a Microsoft PowerPoint Presentation:

- 1. Record with the Camtasia PowerPoint Add-In (Windows)
- 2. Import Slides into Camtasia and Record Voice Narration
- 3. Record with Camtasia Recorder

## Record with the Camtasia PowerPoint Add-In (Windows)

The Camtasia PowerPoint Add-In allows you to record a presentation directly in Microsoft PowerPoint. The video recording captures any transitions or animations in the presentation.

**Note:** The PowerPoint Add-in toolbar is only available on Windows. To record a presentation on Mac, see Import Slides into Camtasia (https://www.techsmith.com/learn/? post\_type=tutorial&p=182346) or Record with Camtasia Recorder.

- 1. Open Microsoft PowerPoint.
- 2. Click the Add-Ins tab.
- 3. Select the recording options in the toolbar.



- 4. Click the **Record** button.
- 5. Test your audio and then click the button to begin recording or press CTRL+SHIFT+F9.



6. Press CTRL+SHIFT+F10 or press the ESC key to stop recording.

- 7. Click the Stop Recording button.
- 8. Name the recording and click **Save**.
- 9. Select Produce your recording or Edit your recording and click OK.

To learn more about recording and customizing the PowerPoint Add-In settings, see Record with the PowerPoint Add-In (https://www.techsmith.com/learn/?post\_type=tutorial&p=182347).

### Import Slides into Camtasia

Import individual .ppt or .pptx slides into the Media Bin. Drag the slides onto the timeline to build your video presentation and record voice narration to complete your video. This method allows you to add additional transitions, callouts, and other video enhancements offered in Camtasia.

See Import PowerPoint Slides (https://www.techsmith.com/learn/?post\_type=tutorial&p=182346).

### **Record with Camtasia Recorder**

Record with Camtasia Recorder to capture the presentation as you deliver it. Open the Microsoft PowerPoint presentation in Presenter mode and record with the Camtasia Recorder. As you record, the transitions and animations in the presentation are captured in the recording.

To learn more about setting up your recording, see Record, Edit, Share (https://www.techsmith.com/learn/? post\_type=tutorial&p=182295).

# **Record with the PowerPoint Add-In (Windows)**

Learn how to customize the Camtasia Add-In for Microsoft PowerPoint to record presentations.

The Camtasia PowerPoint Add-in provides robust, customizable options to record in Microsoft PowerPoint, and then edit or produce the recording in Camtasia.

**Note:** The Microsoft PowerPoint Add-In toolbar is only available for Windows. To record PowerPoint slides on Mac, see Import PowerPoint Slides (https://www.techsmith.com/learn/? post\_type=tutorial&p=182346) or Record a PowerPoint Presentation (https://www.techsmith.com/learn/?post\_type=tutorial&p=182352).

## Set Up the Recording

**Note:** The PowerPoint add-in toolbar is installed by default with Camtasia. If the add-in does not appear in Microsoft PowerPoint, complete the following: select **File > Options > Add-ins tab > Manage dropdown**. Select **Disabled Items** and click **Go**. If the Camtasia add-in appears in the list, select it and click **Enable**.

- 1. Open Microsoft PowerPoint.
- 2. Click the **Add-Ins** tab.



3. Recording options appear in the toolbar.



- 4. Set the recording options:
  - **A. Record audio:** Click to toggle microphone or system audio recording on or off. To select the device and specific audio settings, see Camtasia Add-in Options.
  - B. Record camera: Click to toggle camera on or off.

- **C. Show camera preview:** Click to open a preview of the camera. Click the **X** in the top-right corner to close the preview.
- **D. Recording options:** Click to open the Camtasia Add-in Options settings.

### **Camtasia Add-in Options**

Click the **Recording Options** button in the toolbar to open the Camtasia Add-in Options.

Option	Description	
Start recording paused	<ul> <li>Select this option to check microphone levels before recording.</li> <li> <b>Camtasia Recording Paused</b>         Microphone         <b>Click to begin recording Click to begin recording Ctrl + Shift + F9 to Pause Ctrl + Shift + F10 or ESC to Stop</b> </li> <li>Deselect this option to record immediately once you click the Record button.</li> </ul>	
Edit in Camtasia when finished	<ul> <li>Select this option to automatically open Camtasia after recording.</li> <li>Deselect this option to save the recording without opening Camtasia.</li> </ul>	
Include watermark	<ul> <li>Select this option to display a logo or other image in your recording.</li> <li>Click Watermark to select the image and display properties.</li> </ul>	
At end of presentation	Select an option to <b>Continue recording</b> , <b>Prompt to continue recording</b> , or <b>Stop recording</b> .	
Screen frame rate	Select the number of frames recorded per second. Recordings with higher frame rates display more smoothly but also result in larger file size.	
Record to	Select <b>TSC2</b> or <b>H.264</b> video coding format. For guidance on which format to choose, see When to Use TSC2 vs H264 in Camtasia for Screen Recording (https://support.techsmith.com/hc/en-us/articles/360042592752-When-to-Use-TSC2-vs-H264- in-Camtasia-for-Screen-Recording).	
Record audio	<ul><li>Select to record microphone and/or system audio.</li><li>Deselect to record video only.</li></ul>	
Audio		

source	Select a built-in or connected microphone.
Volume	Slide to adjust recording volume.
Capture system audio	Select to record the system audio (sounds from applications and websites).
Record from camera	<ul> <li>Select to record from a built-in or connected camera for Picture-in-Picture display.</li> <li>Click Camera setup to preview the webcam and select the camera device, dimensions, and frame rate.</li> </ul>
Keyboard shortcuts	Customize hotkey combinations to control Record/Pause and Stop recording.

## **Record the PowerPoint Presentation**

- 1. In PowerPoint, open the Camtasia Add-in and set the recording options. See Set Up the Recording.
- 2. Click the **Record** button.
  - If the Start recording paused option is not selected, recording begins immediately.
  - If the Start recording paused option is selected, the Camtasia Recording Paused window appears.
     Speak to test your audio and slide the Microphone setting to adjust volume as needed. Click the button to begin recording or press CTRL+SHIFT+F9.

Camtasia Recording Paused			
Microphone			
Click to begin recording			
Ctrl + Shift + F9 to Pause Ctrl + Shift + F10 or ESC to Stop			

- 3. Press CTRL+SHIFT+F10 or press the ESC key to stop recording.
- 4. Click the Stop Recording button.

Camtasia PowerPoint Add-in			$\times$
Your pre	sentation has ended. V	Vhat would you like to do?	
	Stop recording	<u>C</u> ontinue recording	
Don't ask me again			

- 5. Name the recording and click **Save**.
- 6. Select **Produce your recording** or **Edit your recording** and click **OK**.

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# Import PowerPoint Slides

Import PowerPoint slides directly into Camtasia and quickly edit them to match audio narration.

## **Import PowerPoint Slides**

Import .ppt or .pptx slides directly into Camtasia and record voice narration for the slides.

- 1. Select File > Import Media.
- 2. Select a PowerPoint presentation file (.ppt or .pptx).

**Note:** You can also drag a PowerPoint presentation file onto the Media Bin to import the slides.

- 3. Click Open (Windows) or Import (Mac).
- 4. On Mac, Microsoft PowerPoint opens.
  - Click the Grant Access button.
  - In the Slides dropdown, select All, Range, or Single.
  - Click Import.
- 5. Camtasia imports the slides as images into the Media Bin. Drag the slides onto the timeline.
- 6. The default duration for each slide is 5 seconds. Drag the end of the clip to extend the duration. See Change Default Slide Duration to change the duration before importing slides and other media.
- 7. Record voice narration (https://www.techsmith.com/learn/?post\_type=tutorial&p=182335).

#### Tip: Create a Video Table of Contents.

Add markers to the timeline to create a video table of contents with the final video. See Add Markers & Video Table of Contents (https://www.techsmith.com/learn/?post\_type=tutorial&p=182313).

### Change the Default Slide Duration

The default duration of slides and images added to the timeline is 5 seconds.

- Select Edit (Windows) or Camtasia 2023 (Mac) > Settings (macOS 13 or later) or Preferences (Windows and macOS 12 or earlier).
- 2. Click the Timing (Windows) or Timeline (Mac) tab.

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3. Enter a default duration for the Images (Windows) or Default Image Duration (Mac).

	Preferences			×	
Program	Timing	Partners	Hotkeys	Canvas	Advanced
Defau	Default Duration				
	Transitions:	second(s)	_		
	Images:	5 🗘 second(s)			
	Annotations:	5 🔺 second(s)	-		

4. Click **OK** (Windows) or close the Preferences dialog (Mac) to save the changes.

Tip: Adjust the du	ration of a slide.
To adjust the dura the clip in or out. below).	ation of a single slide, select the desired clip on the timeline. Then drag the end of You may need to insert space between slides before extending the duration (see

### **Insert Space Between Slides**

Create space between slides to make room for longer narrations or to insert additional media.

#### Move Media on One Track:

Hold the **Shift** key and drag the media to a new location on the timeline. Media to the right of the clip moves with the selection.

#### Move Media on Multiple Tracks:

- 1. **Shift+click** to select the first clip on each track.
- 2. Hold the **Shift** key and drag the media to a new location on the timeline. Media to the right of the clip moves with the selection.

**Note:** For Mac, you must click and hold the mouse button on the last selected clip as you drag to move media to the right of the selection.

# **Record Voice Narration**

Learn how to record a voice-over for video.

The Audio Narration option allows you to record a voice-over while playing back the video on the timeline. You can paste a script to read from during the recording.

#### Tip: Start with great audio.

- Use the best quality microphone you can afford.
- Use default Camtasia Recorder audio settings or start your project with TechSmith Audiate (https://www.techsmith.com/audiate.html) to record and edit voice-overs.
- ALWAYS do a short test recording to ensure audio is being recorded.
- Use Audio Effects (https://www.techsmith.com/learn/?post\_type=tutorial&p=196578) to enhance or correct audio.
- Add audio points to adjust the volume of specific areas of the waveform.
- 1. Click the **Voice Narration** tab.

### Voice Narration

- 2. Select the desired audio device from the dropdown.
- 3. To test the audio level, speak as you would during the recording. Drag the slider to adjust the audio level if the meter's color does not change to green or changes to yellow or red.



- 4. Type or paste an optional script into the text box.
- 5. Select **Mute timeline during recording** (Windows) or **Mute speakers during recording** (Mac) to prevent audio on the timeline from playing through your speakers or headphones.
- 6. Drag the playhead to the position on the timeline to start recording audio.
- 7. Click the Start Voice Recording button.
- 8. Camtasia plays back the video on the timeline. Speak into a microphone to record your voice narration.
- 9. Click the **Stop** button to stop recording.
- 10. On Windows, enter a file name and click **Save**.

The audio clip is added to the timeline and Media Bin.

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# Edit Media on the Canvas

Learn how to control the appearance of media and add ruler guides to align media on the canvas.

Edit the appearance of media in a video with the following canvas actions:

Select Media	Click to select the media on the canvas. To select multiple media, <b>Shift+click</b> media on the canvas.	
	<ul> <li>Move media: Click and drag the media to a new location on the canvas.</li> <li>Resize media: Drag a handle on the media in or out.</li> <li>Rotate media: Drag the center handle on the media to rotate.</li> </ul>	
Move, Resize, or Rotate Media with canvas controls	Note: To adjust the size of the Canvas controls such as the handles to resize and rotate on Windows only, select Edit menu > Preferences > Program tab. Select an option from the Canvas control size dropdown.	
Show/Hide Canvas Ruler	Select <b>View menu &gt; Show/Hide Canvas Ruler</b> to enable or disable the canvas ruler.	
Open Media Properties	<ol> <li>Click to select the media on the canvas. To select multiple media, Shift+click media on the canvas.</li> <li>Click the Properties button to view the Properties panel (https://www.techsmith.com/learn/tutorials/camtasia/media-properties/).</li> </ol>	
Reorder Media	Right-click media and select <b>Arrange</b> .	



## Align Media with Ruler Guides

Create ruler guides to align media or create visual boundaries on the canvas.

To create ruler guides:

- 1. Select View menu > Show Canvas Ruler.
- 2. Click and drag the left canvas ruler onto the canvas to add a vertical ruler guide.



3. Click and drag the top canvas ruler onto the canvas to add a horizontal ruler guide.



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4. Click and drag a ruler guide to adjust its position.

Tips:

- Change the canvas magnification to view your work with pixel-perfect accuracy. See Explore the Canvas (https://www.techsmith.com/learn/tutorials/camtasia/working-with-the-canvas/).
- Disable canvas snapping to manually align media with ruler guides. Select View menu > Enable Canvas Snapping to remove the checkmark in the menu.
- To remove ruler guides from the canvas, **right-click** (Windows) or **Control+click** (Mac) on a ruler guide and select **Remove Ruler Guide** or **Remove All Ruler Guides**.

# **Explore the Timeline**

Learn how to use the timeline to arrange your video.

# **Timeline Overview**

The timeline displays the sequence of all media in a video. Use the timeline to assemble a video.



## Add Content to a Video

Drag media from the Media Bin (https://www.techsmith.com/learn/?post\_type=tutorial&p=182296), Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/), or Library (https://www.techsmith.com/blog/?post\_type=tutorial&p=182344) subtabs onto the timeline. As you make edits on the timeline, the Media Bin always maintains the original version of your media.

## **Preview a Video**

The playhead location represents a point in time in the video. All media at that point on the timeline display as the current frame on the canvas (https://www.techsmith.com/learn/?post\_type=tutorial&p=182299).



**Preview a Frame** 

Drag the playhead to the desired position on the timeline. Camtasia displays the frame on the canvas.

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Preview Video	<ul> <li>Drag the playhead to the desired position on the timeline. Click the Play button to preview the video.</li> <li>Image: The previous of the playhead at normal (1x), 2x, 4x, or 8x speed.</li> <li>Press K to pause the timeline playback.</li> <li>Press L to play the timeline forward at normal (1x), 2x, 4x, or 8x speed.</li> </ul>
<b>Preview One Track</b> (Solo Track) Preview one selected track on the canvas.	Hold <b>Alt</b> key (Windows) or <b>Option</b> key (Mac) and click the oicon to the left of the track. The icon changes to oin and all other tracks are disabled. <b>Note:</b> If you export the video with a solo track enabled, only the solo track is exported.
Zoom the Timeline	Drag the zoom slider to zoom in on the timeline for more precise editing.

## **Timeline Tracks**

The timeline is organized into layers called tracks. Media on the top layers cover media on the layers below.



For visual media on the timeline, the track order controls the z-order position for media in a video.	To reorder tracks, click near the track name and drag to a new position on the timeline.		
<b>Detach/Reattach Timeline</b> Detach the timeline to view more tracks at one time or to move to another monitor for precise editing.	To detach the timeline: Select View > Timeline > Detach Timeline or press Ctrl+3 (Windows) or Command+3 (Mac). To reattach the timeline: Press Ctrl+3 (Windows) or Command+3 (Mac) to reattach the timeline.		
Change the Track Size (Track Height)	To resize all tracks, drag the track slider.		
	Complete any of the following to add a track:		
Add a Track Add an unlimited number of	<ul> <li>Click + to add a track to the timeline.</li> <li>Drag and drop media from the Media Bin or Library tabs onto an empty.</li> </ul>		
tracks to the timeline.	area on the timeline.		
	<ul> <li>Right-click a track and select Insert Track &gt; Above or Below.</li> </ul>		
Remove a Track	Right-click a track name and select <b>Remove Track</b> .		
Keniove a Hack	• Right-click a track name and select <b>Remove All Empty Tracks</b> .		

Track Order

Click and drag the scroll bar on the right side of the timeline up or down to view more tracks.



- Media on disabled tracks is not included in the exported video.
- Disable a track to sample various audio clips. For example, to hear only the background music track, turn off the voice-over track.
- Media on a disabled track cannot be cut, copied, deleted, pasted, etc.

#### Enable Magnetic Track

Click the icon to the left of the track.

Spaces between media are automatically removed.



#### **Disable Magnetic Track**

Click the 💽 icon to the left of the track.

Spaces can be added between media on the track.

### Enable / Disable Magnetic Track

Automatically remove spaces between media on a track.

0:00:00;00 0:00:10;00 Track 4

#### **About Magnetic Tracks**

- You can move or rearrange media on the track but cannot add space between media.
- Groups on magnetic tracks keep spaces between media.

To learn about common timeline editing tasks on magnetic tracks, see Close Timeline Gaps with Magnetic Tracks (https://www.techsmith.com/learn/? post\_type=tutorial&p=182317).



To learn more about quizzes and markers, see Build Quizzes & Surveys (https://www.techsmith.com/learn/?post\_type=tutorial&p=182328) or Add Markers & Video Table of Contents (https://www.techsmith.com/learn/?post\_type=tutorial&p=182313).

### Show / Hide Quiz or Marker View

When a quiz or marker is added to the timeline, the quiz or marker view automatically opens. See Editing In-Depth (https://www.techsmith.com/learn/?post\_type=tutorial&p=182314) for techniques to edit video more efficiently and to avoid recording multiple times.

# Add Markers & Video Table of Contents

Add markers to indicate points on the timeline or to create an interactive table of contents for navigation for your viewers.

## Working with Markers

Markers indicate points on the timeline or within media.



Use markers to:

- Add interactive table of contents to your video to create navigation points for your viewers. See Create a Video Table of Contents.
- Mark editing points such as mistakes during recording, sections to cut out, etc.
- Set points to split a long video into multiple videos.
- Automatically mark each slide on the timeline when recording a PowerPoint or Keynote presentation.

Option	Description
Add a marker while recording	Press Ctrl+M (Windows) or Shift+Ctrl+Option+Command+M (Mac) while recording.
	Timeline markers always maintain their original location on the timeline and are not impacted by timeline edits.
Add a timeline marker	1. Drag the playhead to the desired location on the timeline.
	2. Press <b>Shift+M</b> .
	Media markers are attached to the media. If you move the media on the timeline, the marker moves with the media.
Add a media marker	1. Press <b>Ctrl+M</b> to open the marker view.
	2. Click the plus icon on the media.

	Marker   Track 2   Track 1
Show / hide marker view	When the Marker view is shown, Camtasia displays the Marker track and the marker names on the timeline. Show the Marker view to edit markers.
Next marker	Ctrl+]
Previous marker	Ctrl+[
Timeline select to previous marker	Press <b>Ctrl+Shift+[</b> to make a timeline selection between the playhead and the previous marker.
Timeline select to next marker	Press <b>Ctrl+Shift+]</b> to make a timeline selection between the playhead and the next marker.
Change marker name	<ul> <li>Note: If you include a table of contents when you export a video, the marker names appear as the table of contents entries within the video.</li> <li>1. Click to select marker.</li> <li>2. Enter new name in Properties.</li> </ul>



## Create a Video Table of Contents

Add markers on the timeline as navigation points in your video table of contents. The marker names appear in the table of contents in the video.



1. To show the Marker track, click the Quiz/Marker dropdown and select Marker or press Ctrl+M.



- Drag the playhead to the desired location on the timeline. To add a marker, click the Marker track or press Shift+M to add a timeline marker.
- 3. Enter a name in the Properties panel and press Enter.

### **Export Video with Table of Contents**

**Note:** The TechSmith Smart Player is required for table of contents, closed captions, search, quizzing, and hotspots in a video. To include the TechSmith Smart Player, export the video to Local File or Screencast.

#### Windows

Export to one of the following locations:

- Screencast: Select Export > Screencast.
- Local File: See below for your version.

# Local File – Camtasia Version 2022 and Later

### ▼ View details

- 1. Select Export > Local File.
- 2. In the Export Local File dialog, select the **MP4 with Smart Player** option from the File type menu.
- 3. Click Next.

### Mac

Export video to one of the following locations:

- Screencast: Select Export > Screencast.
- Local File:
  - 1. Select Export > Local File > Export to MP4 (.mp4).
  - 2. Select the following options:
    - File format: Export to MP4 (.mp4)
    - Enable Export as Web Page option.
    - Enable Create table of contents from markers option.
  - 3. Click **Export**.

To view the video table of contents, viewers must click the Table of Contents button on the video controller.



# **Freeze Video Clips with Extend Frame**

Learn how to extend a frame to lengthen the duration of a video clip.

Lengthen a video clip to match the audio or voice narration, or for more time to explain a particular screen or moment in your recording.

#### Windows:

- 1. Drag the playhead to the frame to extend.
- 2. Right-click the video clip and select Extend Frame or press Shift+E on the keyboard.
- 3. The Extend Frame dialog appears. Enter the desired duration of the extended frame.
- 4. Click OK.

You can also extend the frame by holding the **Alt** key while dragging the end of a clip.

#### Mac:

Hold the **Option** key while dragging the end of the clip.



### **Ripple Extend**

Move other media to the right on the same track to make room for the longer clip.

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#### Windows:

Press and hold **Shift+Alt** while dragging the end of the media.

#### Mac:

- 1. Press and hold the **Option** key while completing the following steps.
- 2. Click and hold the end of the clip to extend. The Extend Frame icon appears.



3. Press and hold the **Command** key while dragging the end of the clip.

## Add Exported Frame as Image

Add a frame to a new track on the timeline for more flexible editing.

- 1. Drag the playhead to the desired frame.
- 2. Right-click (Windows) or Ctrl+click (Mac) the playhead and select Add Exported Frame.

Camtasia exports the frame as an image to your Media Bin and automatically adds it to a new track on the

# Join Clips Together

Learn to stitch clips back together to select, move, and edit them as one.

## Stitch Media

If you split media to break it apart, stitch the clips back together to edit them as one.

To learn more about splitting, see Remove Mistakes (Trim & Split) (https://www.techsmith.com/learn/? post\_type=tutorial&p=182315).

- 1. Click and drag your cursor to select the two media clips you want to stitch together.
- 2. Right-click (Windows) or Ctrl+click (Mac) the media and select Stitch Selected Media.
  - Only sections of media created from the original clip can be stitched together.
  - Media must be next to each other to be stitched.
  - Media is automatically stitched back together when cut.
  - Media is NOT stitched and a gap appears on the timeline when deleted.

### **Unstitch Media**

To separate media:

- Windows: Right-click the stitch and select Unstitch.
- Mac: Ctrl+click the stitch and select Unstitch Media.

### Add an Enhancement to Stitched Media

Stitched media share the same properties. Any animations or effects that you add to stitched media applies to both clips. Animations can span the stitch.

- 1. Stitch the clips together. See Stitch Media.
- 2. Click an enhancement tab such as Animations, Audio Effects or Visual Effects.
- 3. Drag the enhancement to the stitched media on the timeline.
- 4. (Optional) If applying an animation, adjust the length of the animation arrow to span the stitch.

# **Move Multiple Clips at Once**

Learn how to move clips across tracks to create space or to move a group of media.

### Move Media on One Track

Hold the **Shift** key and drag the media to a new location on the timeline. Everything to the right of the clip moves with the selection.

## Move Media on Multiple Tracks

- 1. **Shift+click** to select the first clip on each track.
- 2. Hold the **Shift** key and drag the media to a new location on the timeline. Everything to the right of the clip moves with the selection.

# **Ripple Move & Extend Frame**

Learn how to improve your editing skills and take your videos to the next level with ripple move and extend frame.

Sometimes you need to create space in the middle of a project to make room for a longer explanation or to add additional content.

Ripple move or ripple split media to create the space, then extend a video frame to accommodate longer audio recording.

### **Rearrange Media or Insert Space**

Option	Steps
Insert Space at a Specific Point (Ripple Split)	Hold the <b>Shift</b> key and drag the playhead. Camtasia splits the media across all tracks and moves everything to the right of the playhead.
Move Media to Insert Space	<b>Move Media on One Track:</b> Hold the <b>Shift</b> key and drag the media to a new location on the timeline. Everything to the right of the clip moves with the selection.
(Ripple Move)	<ul> <li>Move Media on Multiple Tracks:</li> <li>1. Shift+click to select the first clip on each track.</li> <li>2. Hold the Shift key and drag the media to a new location on the timeline. Everything to the right of the clip moves with the selection.</li> </ul>

### Extend Frame (Freeze Frame)

Extend a frame to lengthen the duration of a video clip to match the audio or voice narration. You can also add a video frame as an image on your timeline for more flexible editing, or save it as an image file for use outside of your project.

#### Windows:

- 1. Drag the playhead to the frame to extend.
- 2. Right-click the video clip and select **Extend Frame** or press **Shift+E** on the keyboard.
- The Extend
   Frame dialog appears.
   Enter the desired duration of the extended frame.
- 4. Click OK.

You can also extend the frame by holding the **Alt** key while dragging the end of a clip.

#### Mac:

Hold the **Option** key while dragging the end of the clip.

Move other media to the right on the same track to make room for the longer clip.

#### Windows:

Press and hold **Shift+Alt** while dragging the end of the media.

Mac:

#### Extend the Frame of a Video Clip



Option	Steps
	<ul> <li>1. Press and hold the <b>Option</b> key while completing the following steps.</li> <li>2. Click and hold the end of the clip to extend. The Extend Frame icon appears.</li> <li><b>District Video 1</b></li> <li>3. Press and hold the <b>Command</b> key while dragging the end of the clip.</li> </ul>
Add Exported Frame as Image	<ol> <li>Drag the playhead to the frame to export.</li> <li>Right-click the playhead and select Add Exported Frame Camtasia adds the frame to the timeline.</li> </ol>
Save Video Frame as Image	Save the current frame (on the canvas) as an image file (BMP, GIF, JPG, or PNG).
	1. Drag the playhead to

playhead to Camtasia 2024 Help | 100

Option	Steps
	the frame to export. 2. Select <b>Export</b> > <b>Export</b> frame as.
	<ul> <li>3. The Export Frame As dialog appears.</li> <li>Enter a file name and select a file location.</li> <li>4. Select a file format from the Save as type field (Windows) or</li> </ul>
	format after the filename (Mac). 5. Click <b>Save</b> .

# **Close Timeline Gaps with Magnetic Tracks**

Learn how to automatically remove the space between media on a track to insert or rearrange media on the timeline.

Magnetic tracks automatically remove all space between media on a track.

- You can move or rearrange media on a magnetic track but cannot add space between media.
- Groups on magnetic tracks keep spaces between media.

## **Enable Magnetic Track**

Click the Dicon to the left of the track.

Spaces between media are automatically removed.



#### **Insert Media**

Drag media from the Media Bin or Library onto a track.

If you add media between two clips, other media on the track automatically shifts to insert space.

### **Rearrange Media**

Click and drag media to a new location on the track.

If you move media between two clips, the other media on the track automatically shifts to insert space.

### **Disable Magnetic Track**

Click the cicon to the left of the track.

Spaces can be added between media on the track.



### How to Use Group Tabs

Learn how to group media to organize your timeline and edit multiple pieces of media at once.

#### Working with Groups

A group is a set of media, annotations, and/or enhancements combined into a single track.



Group media to:

- Organize the timeline.
- Move a set of media on the canvas or timeline.
- Edit properties such as scale or opacity for all media in the group together.
- Create custom assets (https://www.techsmith.com/learn/tutorials/camtasia/create-custom-assets/) that can be shared and reused across projects.
- Save a media group to your library to use in a future project.

#### Characteristics of a group:

- Groups can contain an unlimited number of media, annotations, enhancements, or tracks.
- Groups can be nested in other groups for further organization.
- Spaces are maintained between media in groups on magnetic tracks.

#### Create a Group

- 1. Hold Shift+click to select media on the timeline to add to the group.
- 2. Right-click (Windows) or Control+click (Mac) the selection and select Group, or press Ctrl+G (Windows) or Command+G (Mac).

#### Edit a Group

Some groups in the default Camtasia library and on the TechSmith Assets for Camtasia website (https://library.techsmith.com/camtasia) have editable properties such as title, subtitle, or shapes. See Discover the Properties Panel (https://www.techsmith.com/learn/tutorials/camtasia/media-properties/).

#### Option

#### Steps

Open Group

Expand a group on the timeline to view and edit media individually.

Click the **I** icon on the group on the timeline or click a group on the canvas and press **Ctrl+Shift+G** (Windows).



Media within the group appear on separate tracks. The group name displays in a tab

Option	Steps
	above the timeline.
	Main Timeline X Group 1
	0:00:00;00 0:00:10;00 0:
	Track 1 bokehdots
Close Group	Click the x icon on the group tab above the timeline or press <b>Control+Shift+U</b> (Windows).
	Main Timeline K Group 1
Collapse items within a group to a single track.	
	• · · · 0:00:00;00 0:00:10;00 0:0
	The group displays on a single track on the timeline.
	Click a tab to navigate between open groups or the main timeline. Camtasia displays a green tab name for the currently selected tab.
	Main Timeline X Group 1 X Group 2
Navigate Between Groups and Timeline	
	0:00:00;00 0:00:10;00 0:00:20;00
Add Media to an Existing Group	<ol> <li>Right-click (Windows) or Control+click (Mac) media on timeline or canvas and select Cut</li> </ol>
	2. Click the 📑 icon to open the target group.
	Track 2 D
	Track 1
	3. Paste media into the group:
	<ul> <li>On Windows, right-click the canvas or an empty section of the timeline and select <b>Paste</b>.</li> </ul>
	• On Mac, click the <b>Add a Track</b> icon. Control+click the empty track and
	select Paste Media at Playhead.
	Main Timeline X Group 1
	●
Remove Media from Group	1. Right-click (Windows) or Control+click (Mac) clip on timeline and select <b>Cut</b> .
	2. Click the x icon to close the tab.
	3. Paste media:
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Option	Steps
	<ul> <li>On Windows, right-click the canvas or an empty section of the timeline and select Paste.</li> <li>On Mac, click the Add a Track icon. Control+click the empty track and select Paste Media at Playhead.</li> </ul>
Rename Group	Double-click group tab on timeline and type new group name.
Ungroup Media	Right-click (Windows) or Control+click (Mac) group on the timeline and select <b>Ungroup</b> .
Edit Group Properties	Select a group on the timeline or canvas and click the <b>Properties</b> button.
Resize All Media in a Group	Select a group on the timeline or canvas and drag the corner handles on the canvas. All media in the group is scaled proportionately.
<b>Resize Group Area</b> Set the overall area of the group to a different size for advanced editing workflows. The size of individual media within the group is not affected.	Right-click (Windows) or Control+click (Mac) a group on the timeline and select Resize Group. Select one of the following options: • Canvas Size: The group is the same size as the canvas. Camtasia crops any items that extend beyond the canvas edge. This option is useful to center a group on the canvas and prevent it from being moved accidentally. • Or the canvas and prevent it from being moved accidentally.

• **Visible Size:** The group area includes all items without cropping. This is useful to zoom out on items that extend beyond the canvas.



Option	Steps
	<ul> <li>Custom Size: Enter a custom height and width in pixels and click Resize. This is useful to restrict media from displaying beyond an area of specific size.</li> </ul>
Crop Group on the Canvas	<text></text>
Move Group	<ul><li>Click and drag to move a group:</li><li>On the timeline to a different time in the video.</li><li>On the canvas to a different location on the screen in the video.</li></ul>
Add Enhancements Add animations, behaviors, and effects (https://www.techsmith.com/learn/tutorials/camtasia/enhance- video/) to media groups or individual media in groups.	To a Group:         Click and drag enhancements onto a group on the timeline.         To Individual Media:         1. Click the ficon to open the group.         Track 2         Image: Track 1         Image: Track 1


#### Add a Group to the Library

Save media groups to your Library to share or reuse in projects.

- 1. Right-click (Windows) or Control+click (Mac) a group on the timeline and select Add to Library.
- 2. Enter a name.
- 3. Select a library.
- 4. Click Use Canvas Size or Use Visible Size to set the saved group dimensions. To learn more about these options, see Reuse Media Across Projects (Asset Libraries) (https://www.techsmith.com/learn/tutorials/camtasia/library/).
- 5. Click OK (Windows) or Add (Mac).

#### **Preview a Group**

Preview only the media within a group on the canvas.



2. Click the Preview Mode button.



• Enable Preview Mode: All media on the timeline is visible on the canvas.



• Disable Preview Mode: Only the group is visible on the canvas. The exported video includes all media.



### **Remove Mistakes (Trim & Split)**

Learn how to remove mistakes when screen recordings don't go as planned, and how to split media into multiple clips.

#### **Remove Unwanted Parts**

Camtasia offers multiple options to remove unwanted parts of media.





### Rearrange Media or Insert Space

Split media into multiple clips to:

- Move and edit each clip separately.
- Insert transitions, title slides, or graphics between clips.

Option	Steps
Spit	<ol> <li>Drag the playhead to the location to split.</li> <li>Click the 1 button or press S on the keyboard.</li> <li>All media on the timeline splits into separate clips.</li> <li>To split selected media, click to select media before splitting. Hold Shift+click to select multiple media.</li> </ol>
Insert Space at a Specific Point (Ripple Split)	Hold the <b>Shift</b> key and drag the playhead. Camtasia splits the media across all tracks and moves everything to the right of the playhead.

# **Editing In-Depth**

Learn editing techniques to minimize recording again and edit video more efficiently.

### Make a Selection

Select media to edit, move, or delete on the timeline.



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### **Rearrange Media or Insert Space**



Automatically remove all space between media on a track to insert or rearrange media on the timeline.

#### Enable Magnetic Track

Click the **b**icon to the left of the track. Any space between media is automatically removed.



#### Insert Media

Drag media from the Media Bin

(https://www.techsmith.com/learn/tutorials/camtasia/i mport-manage-media/) or Library

(https://www.techsmith.com/learn/tutorials/camtasia/li brary/) onto a track. If you add media between two clips, other media on the track automatically shifts to insert space.

**Rearrange Media** 

Click and drag media to a new location on the track. If you move media between two clips, the other media on the track automatically shifts to insert space.

#### **Disable Magnetic Track**

Click the click to the left of the track. Spaces can be added between media on the track.





Split media into multiple clips to:

- Move and edit each clip separately.
- Insert transitions, title slides, or graphics between clips.

### To Split Media:

- 1. Drag the playhead to the location to split.
- Click to select media to split. Shift+click to select multiple media.
- Click the Dutton or press S (Windows) or Command+T (Mac) on the keyboard.

To split all media on the timeline, press Control+Shift+S (Windows) or Command+Shift+T (Mac) on the keyboard.

Insert Space at a Specific Point (Ripple Split)	Hold the <b>Shift</b> key and drag the playhead. Camtasia splits the media across all tracks and moves everything to the right of the playhead.	
	Move Media on One Track: Hold the Shift key and drag the media to a new location on the timeline. Everything to the right of the clip moves with the selection. Move Media on Multiple Tracks:	
	1. <b>Shift+click</b> to select the first clip on each track.	
Move Media to Insert Space (Ripple Move)	<ol> <li>Hold the Shift key and drag the media to a new location on the timeline. Everything to the right of the clip moves with the selection.</li> </ol>	
	See Ripple Move & Extend Frame (https://www.techsmith.com/learn/tutorials/camtasia/ri pple-move-and-extend-frame/) or Move Multiple Clips at Once (https://www.techsmith.com/learn/tutorials/camtasia/ri pple-move/).	

## **Remove Unwanted Parts**



Reduce or extend the start or end of a clip without cuts or splits.

- 1. Click to select a clip on the timeline (Mac only).
- 2. Hover the cursor over the beginning or end of the clip.
- 3. Drag the end of the clip in or out.



A cut removes a selection from the timeline and adds it to the clipboard. You can cut a single clip or across multiple clips.

### To Cut Media:

- Click to select media or Shift+click to select multiple media on the timeline.
- 2. Click the 🔀 button.

### To Cut a Timeline Selection:

- Click the fibutton to lock tracks on timeline that contain media you do not want to cut.
- Click and drag the green or red handles on the playhead to make a selection. For a precise selection, drag the **Zoom** slider to zoom in on the timeline content.



Cut



## Extend Media (Freeze Frame)



Extend a frame to lengthen the duration of a video clip to match the audio or voice narration.

#### Windows:

- 1. Drag the playhead to the frame to extend.
- 2. Click to select the clip on the timeline.
- Right-click the clip and select Extend Frame or press Shift+E on the keyboard.
- 4. The Extend Frame dialog appears. Enter the desired duration of the extended frame.
- 5. Click **OK**.

	You can also extend the frame by holding the <b>Alt</b> key while dragging the end of the clip. <b>Mac:</b> Hold the <b>Option</b> key while dragging the end of the clip.
Add Exported Frame as Image	<ul> <li>Add a frame to a new track on the timeline for more flexible editing.</li> <li>1. Drag the playhead to the desired frame.</li> <li>2. Right-click (Windows) or Control+click (Mac) the playhead and select Add Exported Frame.</li> <li>Camtasia exports the frame as an image to your Media Bin (https://www.techsmith.com/learn/tutorials/camtasia/i mport-manage-media/) and automatically adds the frame to a new track on the timeline.</li> </ul>
Save Video Frame as Image	<ul> <li>Save the current frame (on the canvas) as an image file (BMP, GIF, JPG, or PNG).</li> <li>1. Drag the playhead until the desired frame is displayed on the canvas.</li> <li>2. Select Export &gt; Export frame as.</li> <li>3. The Export Frame As dialog appears. Enter a file name and select a file location.</li> <li>4. Select a file format from the Save as type field.</li> <li>5. Click Save.</li> </ul>

## **Other Editing Tasks**

 Only sections of media created from the original clip can be stitched together. Media must be next to each other to be stitched. • Media is automatically stitched back together when cut. Media is NOT stitched and a gap appears on the timeline when deleted. To Stitch Media Together: Right-click (Windows) or Control+click (Mac) the location where the two media clips touch and select Stitch Media. Rec 2-8-2022 (Screen) To separate media, right-click on the stitch and select Unstitch (Windows) or Unstitch Media (Mac). Convert to Placeholder: Replace media on timeline with a placeholder. 1. Click to select media on the timeline. 2. Right-click (Windows) or Control+click (Mac) the media and select Convert to Placeholder. 3. Edit the placeholder title and optional note in the properties. Add Placeholder: Add a media placeholder to create a template or to replace content at a later time. 1. Drag the playhead to the desired location on the timeline. 2. Right-click (Windows) or Control+click (Mac) on the timeline and select Add Placeholder. 3. Edit the placeholder title and optional note in the properties. See Build a Video Template to Share (https://www.techsmith.com/learn/tutorials/camtasia/c

reate-a-template/).

Placeholders

Stitch Media





Quickly replace media on the timeline, while preserving properties, transitions, effects, audio points, and animations.

 To switch media or placeholders on the timeline, drag new media from the Media Bin (https://www.techsmith.com/learn/tutorials/camt asia/import-manage-media/) or Library (https://www.techsmith.com/learn/tutorials/camt asia/library/) onto the media or placeholder on the timeline. When a green outline appears around the media or placeholder, release your mouse button.



- A menu appears with the replacement options. If the new media is a different duration than the original media or placeholder, select one of the following options:
  - **Ripple Replace:** Shift all clips on the track to the right to insert space for the entire duration of the new media.
  - Replace From Start: Trim the new media to fit the duration of the original media. If the new media is longer, the end of the clip is trimmed to fit the duration.
  - **Replace From End:** Trim the new media to fit the duration of the original media. If the new media is longer, the beginning of the clip is trimmed to fit the duration.
  - **Replace with Clip Speed:** Increase the playback speed of the new media to fit the duration of the original media.

# **Speed Up Editing with Audiate**

Edit Camtasia media in Audiate to quickly find mistakes, improve audio, and edit like a pro with text-based editing.

### Audiate + Camtasia

Text-based video editing with Audiate + Camtasia helps you edit video faster and easier than ever before.



Start with a recording or project in Camtasia Editor, then send video and audio over to Audiate. Quickly find mistakes and edit like a pro with text-based editing. Clean up any audio issues with professional-sounding audio effects. Then sync everything back to your Camtasia project automatically.

### Edit Audio on the Camtasia Timeline in Audiate

1. Click to select an audio clip on the timeline in Camtasia Editor.



 Select Properties > Audio tab > Edit in Audiate button, or right-click (Windows) or control+click (Mac) the audio clip on the timeline and select Edit in Audiate.



If you have not saved your Camtasia project, Camtasia prompts you to do so.

- 3. Audiate opens and transcribes the audio from Camtasia Editor.
- 4. In Audiate, complete your desired audio edits. See Recommended Audio Edits.
- 5. Click the **Sync** button or select **File > Save and Sync**.



Audiate automatically syncs your edits to the linked media on the Camtasia timeline.

### **Recommended Audio Edits**

Try these editing recommendations to speed up the editing process and improve the quality of your video.



#### **Hesitations and Pauses**

Audiate automatically recognizes hesitations, such as "Umms" or "Ahhs" and pauses in speech.

Click the **Suggested Edits** dropdown in the upper-left corner to automatically apply the recommended edits to these hesitations and pauses.



#### **Text-Based Audio Edits**

Audiate transcribes your narration into plain text, making any issues easy to spot and remove. Delete words or mistakes, or silence hesitations. Your audio and video edits are automatically synced to your Camtasia timeline.

See Edit Audio and Mistakes (https://www.techsmith.com/learn/? post\_type=tutorial&p=195833).



#### Generate Audio from Text or a Script

Is your recording environment a little noisy, or do you prefer not to use your own voice?

Replace your voice-over with a variety of customizable AI voices in different languages, styles, and tones.

See Generate Audio from Text or a Script (https://www.techsmith.com/learn/?post\_type=tutorial&p=240596).



#### **Apply Audio Effects**

Use studio-quality effects to easily remove room noise, enhance your voice, and solve common audio issues.

See Improve Audio with Effects (https://www.techsmith.com/learn/? post\_type=tutorial&p=138562).



Using Audiate, you can create synced captions for Camtasia with a single click.

#### **Generate Captions**

Save time and automatically generate captions based on the audio transcription or a script.

See Sync Options in Audiate.



#### **Precise Edits**

Click the Waveform Editor button



press **Ctrl+1** (Windows) or **Command+1** (Mac) to show the audio waveform for precise audio editing.

See Edit Audio and Mistakes (https://www.techsmith.com/learn/? post\_type=tutorial&p=195833).

### Sync Options in Audiate

You can manage the sync options between your Camtasia and Audiate projects. To access these options in Audiate, click the **Sync** dropdown.



Option	Description		
Edit Camtasia Timeline	Audiate syncs any edits made across all tracks on the Camtasia timeline for the duration of the linked media. This option keeps your video and audio in sync.		
Edit Media Only	Audiate only syncs any edits made to the linked media in Camtasia. This option could cause media on your timeline such as video and audio to be out of sync.		
Captions	<text><list-item><list-item></list-item></list-item></text>		



# Set the Tone with Background Music

Learn how to add background music from Camtasia Assets or another audio file to set the tone for your video.

### Overview

Background music can help set the perfect tone for your video and make viewing more engaging and enjoyable for your audience. The right music can make your video feel:

- Lighthearted and playful
- Adventurous or intense
- Intriguing or curious
- Suspenseful
- And so much more!

### Add Music from Camtasia Assets

Explore and select from hundreds of royalty-free instrumental and vocal audio tracks in various moods, styles, and genres directly in Camtasia.

 To access free and premium assets in Camtasia version 2023.3.0 and later, select Media tab > Camtasia Assets subtab.



**Note:** To learn how to download assets in Camtasia version 2023.2.0 and earlier, see Find Camtasia Assets on the Website (http://techsmith.com/learn/tutorials/camtasia/install-assets/) tutorial.

- 2. Complete any of the following:
  - In the Music category, click the 🔇 and 🔊 buttons to browse the assets. Or click See All to view additional assets.



• Enter a search term into the **Search** field and press the **Enter** key.



• Click the **Search Filter** dropdown to filter the results by free assets, safe search, or your recent searches.



- 3. Double-click to preview an asset.
- 4. Place the playhead on the timeline where you want the music to begin.
- 5. Drag the asset from the **Camtasia Assets** subtab onto the desired track on the timeline at the playhead.



6. Drag the end of the music clip in to remove any extra content.



To learn more about editing audio on the timeline, see Edit Audio (https://www.techsmith.com/learn/tutorials/camtasia/editing-audio/).

### Import an Audio File

To import your own audio files (MP3, M4A, WAV, and WMA) from your computer to use as background music:

- 1. Select the Media tab > Media Bin subtab.
- 2. Click + > Import Media or double-click in the Media Bin.
- 3. Click to select the media to import. Control+click (Windows) or Command+click (Mac) to select multiple files.
- 4. Click Open (Windows) or Import (Mac). The imported media appears in the Media Bin.
- 5. Place the playhead on the timeline where you want the music to begin.
- 6. Drag the media from the Media Bin onto the desired track on the timeline at the playhead.



7. Drag the end of the music clip in to remove any extra content.

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To learn more about editing audio on the timeline, see Edit Audio (https://www.techsmith.com/learn/tutorials/camtasia/editing-audio/).

## **Reduce Background Music During Narration**

Ensure your background music doesn't drown out or distract from the voice narration in your video. Apply the Emphasize audio effect to voice narration clips to automatically decrease the volume of all other audio tracks.

To apply the Emphasize effect:

- 1. Click the **Audio Effects** tab.
- 2. Drag the **Emphasize** effect onto any clip on the timeline that includes your narration or microphone recording.



Note: Your microphone recording may be combined on a track with your camera recording.

3. Click Properties and select the Audio Properties subtab.



- 4. In the Emphasize properties, drag the **Emphasis** slider to change the volume for all other audio tracks on the timeline. **100%** mutes the audio of the other tracks for the duration of the applied clip.
- 5. Select **Ramp Position** to set where the volume transition starts and ends:
  - Outside: Complete audio change before and after the applied media plays.



- Inside: Begin audio change at the start of the applied media and before the end of the applied media.
- 6. Enter an amount in seconds to set the duration the Ramp In and Ramp Out volume transition occurs.

To learn more about Audio Effects, see Add Audio Effects (https://www.techsmith.com/learn/tutorials/camtasia/add-audio-effects/).

# 4 Ways to Visualize Your Audio

Learn how to apply audio visualizers to animate audio clips in your video.

Visualize your voice narration, music clips, sound effects, or any audio to transform a static video into dynamic onscreen audio animations.



Here are four examples of audio content you can add audio visualizers to to help transform your video content.

#### **Speaker Audio**

Add an audio visualizer to help viewers connect with the speaker in an interview, customer quote or demo.

Add an avatar, picture, or webcam video of the speaker to provide context. If the speaker does not feel comfortable having their face appear in the video, you can include an icon of a phone or microphone.

#### **Podcast Intro or Teaser**

Use audio visualizers to create a trailer for your podcast episode. You can include an avatar or image to introduce the guest in the episode.

#### Video Intro or Outro

Combine a short audio visualizer and a sound effect to introduce and brand videos in a series or for your site.

#### **Music Track**

Start with your own or download music from Camtasia Assets

(https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/). Audio visualizers combined with dynamic backgrounds can instantly bring music to life or set a particular mood.

For example, try this technique if you are creating an instructional video where you ask the viewer to complete an activity or brainstorm. The inspiring music and visuals can help fuel creativity or compliment webinar start music as you wait for participants to join.

See Add a Dynamic Background (https://www.techsmith.com/learn/tutorials/camtasia/dynamic-backgrounds/).

### Add an Audio Visualizer

**Note:** Video elements with flickers or flashes, such as audio visualizers, may pose risks to some viewers. To learn more about creating accessible content, see this support article (https://support.techsmith.com/hc/en-us/articles/20030747199117).

- 1. Drag an audio clip from the **Media** tab onto the timeline.
- 2. To find an audio visualizer:
  - Camtasia 2023.3.0 and later: Select Media tab > Camtasia Assets subtab > Audio Visualizers > See
     All. Browse or search for an audio visualizer.



Camtasia 2023.2.0 and earlier: Click the Library tab and select the Library dropdown > Camtasia
 2023 Library > Audio Visualizers folder.



- 3. Drag an audio visualizer onto a timeline track above the audio clip. Audio visualizers animate with audio.
- 4. Drag an end in or out to adjust the duration the audio visualizer appears in the video.

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5. Click and drag to position the audio visualizer on the canvas.



6. Click the **Properties** button and adjust the settings to customize the audio visualizer.



### Add an Avatar, Webcam, or Icon

You can add an avatar, profile picture, or webcam video of the speaker to provide context for the audio. If the speaker does not feel comfortable having their face appear in the video, you can include an icon of a phone or microphone.

1. On the **Annotations** tab, select the **Shapes** subtab and drag a shape annotation onto the canvas over audio visualizer.



2. Click and drag to position the annotation on the canvas. Hold the **Shift** key while dragging a handle to maintain a perfect circle or square.



- 3. On the Visual Effects tab, drag the Media Matte effect onto the shape annotation on the timeline.
- 4. Drag an image, avatar, or icon from the **Media** tab onto the timeline track below the shape annotation.
- 5. Click and drag to position the image on the canvas.



6. On the timeline, drag the ends of the shape annotation and the image in or out to set the duration to match the length of the audio visualizer.



# Edit Audio

Learn how to edit audio on the timeline in Camtasia or send audio to Audiate for text-based editing.

Audio quality is just as important as video quality, if not more so.

- We detect audio errors more easily than visual errors.
- Most people won't watch a video with bad audio, even if the video itself is very good.
- People are more likely to continue watching a poor quality video if the audio is good.

#### Tip: Start with great audio.

- Use the best quality microphone you can afford.
- Use default Camtasia Recorder audio settings.
- ALWAYS do a short test recording to ensure audio is being recorded.
- Use Audio Effects (https://www.techsmith.com/learn/?post\_type=tutorial&p=196578) to enhance or correct audio.
- Add audio points to adjust the volume of specific areas of the waveform.

## Edit Audio on the Timeline

Option	Details
Select audio on the timeline	Double-click a clip with audio. The clip turns green and the audio bar appears.
Silence a section of audio	Use the playhead to make a selection. Right-click the selection and choose <b>Silence Audio</b> .
Add and move audio points to adjust volume of parts of a clip	Double-click on the audio bar to add points. Click and drag the audio points up, down, or across the audio bar.

Fade audio in or out	To create a fade, add three audio points to the audio bar. Drag points up or down to create the desired fade. -OR- Click the <b>Audio</b> tab and drag the <b>Fade In/Fade Out</b> effects to the clip on the timeline. See Add Audio Effects (https://www.techsmith.com/learn/? post_type=tutorial&p=196578).
Delete audio points	Right-click an audio point and select <b>Delete</b> or <b>Remove All Audio Points</b> .
Separate system audio from screen recording	Right-click audio and select Separate Video and Audio.
Change the look of the waveform (Windows only)	Select Edit > Preferences > Program tab > Mirror waveform.
Save audio as M4A, MP3 (Windows only), or WAV	To export an audio file, select <b>Share</b> > <b>Export Audio Only</b> . See Export an Audio File (https://www.techsmith.com/blog/? post_type=tutorial&p=196536).
Apply Mix to Mono to have audio in both channels	Select audio clip on timeline and click <b>Properties</b> button > <b>Audio</b> subtab
Adjust audio level of all selected clips	Select audio clip on timeline and click <b>Properties</b> button > <b>Audio</b> subtab $\overbrace{\text{-OR}}$ . Drag the <b>Gain</b> slider to adjust the clip's audio level. $\xrightarrow{\text{-OR}}$ Drag the audio bar up or down.
Adjust the audio level for the whole project	Click the volume indicator below the Properties button. Drag the slider to adjust the project's audio level.

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# Add Audio E ects

Learn how to apply an audio effect to adjust the volume on different tracks, remove background noise, or even change the pitch of the speaker's voice.

## Add and Edit Effects

1. Click the **Audio E** ects tab.



- 2. Drag an effect onto an audio clip on the timeline.
  - To view applied effects, click the Show E ects tray icon on the media.



• To hide applied effects, click the **Hide E** ects tray icon on the media.



3. To adjust the duration, drag either end of the effect on the timeline.



4. To customize the effect, click **Properties**.



**Note:** Some effects have audio points instead of properties which are adjusted by clicking and dragging audio points on the track. See Edit Audio (https://www.techsmith.com/learn/? post\_type=tutorial&p=182336).

## Effect Types

Effect	Customize Properties
	1. Click <b>Properties</b> .
<b>Audio Compression</b> Helps even out audio levels.	<ol> <li>Select a level from Volume variation dropdown menu or manually adjust Ratio, Threshold, and Gain to get the desired effect.</li> </ol>
	Complete one of the following:
<b>Clip Speed</b> Change audio and video clip to play back	<ul> <li>Click the Show E ects tray icon on the media and drag the effect handles on the timeline.</li> <li>Click Properties and enter an amount for Speed or</li> </ul>
faster or slower.	Duration to get the desired effect.
	<ul> <li>Adjust speed higher for the video to play back faster.</li> </ul>
	<ul> <li>Adjust speed <b>lower</b> for the video to play back slower.</li> </ul>
	1. Click <b>Properties</b> .
	2. Drag the <b>Emphasis</b> slider to change the volume for all other audio tracks on the timeline. <b>100%</b> mutes the audio of the other tracks for the duration of the applied clip.
	<ol><li>Select Ramp Position to set where the volume transition starts and ends on the timeline.</li></ol>
Emphasizes the audio for the applied media by decreasing the volume of all other audio tracks. For example, apply the effect to voice-over audio to decrease the volume of the background music for the duration of the voice-over clip.	<ul> <li>Outside: Complete audio change before and after applied media.</li> <li>Span: Complete audio change over the start and end of the applied media.</li> <li>Inside: Complete audio change at the start of the applied media and before the end of the applied media.</li> </ul>

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	4. Enter an amount in seconds to set the duration the <b>Ramp In</b> and <b>Ramp Out</b> volume transitions occur.
Fade In / Fade Out Creates smooth transition in to or out of audio.	Automatically applied to beginning or end of audio clip. Grab audio points and drag to adjust.
<b>Pitch</b> (Mac Only) Adjust frequency of sound waves to change voice sound.	<ol> <li>Click Properties.</li> <li>Manually adjust Pitch, Ease In, or Ease Out to get desired effect.</li> </ol>
<b>Noise Removal</b> Helps reduce background noise.	<ol> <li>Click Properties.</li> <li>Click Analyze to automate noise removal process (Windows only) or manually adjust the Sensitivity, Reduction (Mac), or Amount (Windows) to get desired effect.</li> </ol>

# Add Text to Your Video

Follow our sample project to learn how to add and animate text, such as callouts, titles, lower-thirds, and calls-toaction, to a video.

### Introduction

Add text to your videos to introduce your content, provide additional context or emphasis, engage viewers, or provide a call-to-action for viewers to discover your content, products, or recommended next steps.

In this video series, we will walk you through ways to add text in Camtasia. We have included an optional sample project for you to follow along and practice the concepts introduced in each video.

## 5 Ways to Add Text in Camtasia

Consider adding any of the following types of text to enhance the message and engagement in your videos:

### 1. Callout Annotations

Use callout text to provide additional context, emphasize areas, or as general text throughout a video.

### ▼ View Steps

- 1. Click the **Annotations** tab.
- 2. Click the Callouts subtab to browse the annotations available.
- 3. In the Style dropdown, select All to view all annotations.
- 4. Drag the annotation onto the timeline or canvas.
- 5. To edit callout text, double-click the callout on the canvas and enter the desired text.

To learn more about positioning and customizing annotations, see Add Arrows, Shapes, or Callouts (https://www.techsmith.com/learn/tutorials/camtasia/annotations/).

### 2. Animate Text

Keep your viewers engaged in your videos by adding subtle visual e ects and behaviors to animate text.

### ▼ View Steps

#### Add a Transition

- 1. Select the Transitions tab.
- 2. To find a transition, complete any of the following:

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- Browse the list of transitions.
- To filter the list of transitions, select an option from the **Type** dropdown.
- Enter the transition name or type in the **Search** field.



3. Drag your cursor over the transition thumbnail to preview it.



4. Drag the transition onto media or annotations on the timeline.



The drop location on the media impacts where the transition is applied:

5. Drag to the left end of the media to apply the transition to the beginning of the clip.



6. Drag to the right end of the media to apply the transition to the end of the clip.



7. Drag to the middle of the media to apply the transition to both the beginning and the end.



8. To change the duration of the transition, drag the end of the transition in or out.



Tip: Drag the Timeline slider to make it easier to select and edit the transition.

9. Some transitions have additional properties you can customize. Click to select the transition on the timeline and click the **Properties** button to view the properties available.

See Add a Transition (https://www.techsmith.com/learn/tutorials/camtasia/video-transitions/).

#### Add a Behavior

1. Click the **Behaviors** tab.



- 2. Drag a behavior animation onto media on the timeline.
- 3. Behaviors appear as an e ect in the e ects tray. Click to select the behavior in the e ects tray.



4. Open the Properties panel > Behaviors subtab.



5. Edit the behavior properties for the In, During, and Out tabs.

See Animate Text & Images with Behaviors (https://www.techsmith.com/learn/tutorials/camtasia/animation-behaviors/).

#### 3. Lower-Thirds

These assets help introduce a speaker or scene in your video.

## ▼ View Steps

 To access the free and premium assets in Camtasia version 2023.3.0 and later, select Media tab > Camtasia Assets subtab.



- 2. Complete any of the following:
  - Browse the assets in the Titles category. Click See All to view additional assets within that category.



• Enter a search term, such as "Lower Third," into the **Search** field and press the **Enter** key.



• Click the **Search Filter** dropdown to filter the results by free assets, safe search, or your recent searches.



- 3. Double-click to preview an asset.
- 4. To add an asset to your video, drag the asset from the **Camtasia Assets** subtab onto the desired location on the timeline or canvas.

To learn more about customizing the asset, see Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/) or Position Media on the Canvas (https://www.techsmith.com/learn/tutorials/camtasia/working-with-the-canvas/).

#### 4. Titles

Similar to lower-thirds, add a title from Camtasia assets to introduce your video, a speaker, or scene.

## ▼ View Steps

 To access the free and premium assets in Camtasia version 2023.3.0 and later, select Media tab > Camtasia Assets subtab.



- 2. Complete any of the following:
  - Browse the assets in the Titles category. Click See All to view additional assets within that category.



• Enter a search term into the **Search** field and press the **Enter** key.



• Click the **Search Filter** dropdown to filter the results by free assets, safe search, or your recent searches.



- 3. Double-click to preview an asset.
- 4. To add an asset to your video, drag the asset from the **Camtasia Assets** subtab onto the desired location on the timeline or canvas.

To learn more about customizing the asset, see Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/) or Position Media on the Canvas (https://www.techsmith.com/learn/tutorials/camtasia/working-with-the-canvas/).

#### 5. Outros + Call-to-Action

End your videos with a call-to-action that directs viewers to subscribe to your channel, view the next video in a series, or provide a link to purchase or sign up.

#### ▼ View Steps

 To access the free and premium assets in Camtasia version 2023.3.0 and later, select Media tab > Camtasia Assets subtab.



2. Complete any of the following:

• Browse the assets in **Titles** and **Channel Kit** categories. Click **See All** to view additional assets within that category.



• Enter a search term into the **Search** field and press the **Enter** key.



• Click the **Search Filter** dropdown to filter the results by free assets, safe search, or your recent searches.



- 3. Double-click to preview an asset.
- 4. To add an asset to your video, drag the asset from the **Camtasia Assets** subtab onto the desired location on the timeline or canvas.

To learn more about customizing the asset, see Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/) or Position Media on the Canvas (https://www.techsmith.com/learn/tutorials/camtasia/working-with-the-canvas/).

## How to Add Captions in Camtasia

Captions display onscreen text synchronized with the voice-over and sounds in a video. Captions create videos accessible to a larger audience, including:

- Viewers who are deaf or hard of hearing.
- Viewers that cannot listen to audio in their current environment.
- Viewers who are non-native speakers by providing onscreen translations in the captions.

Camtasia allows you to create and publish two common video caption types:

#### **Closed Captions**

**Time-Saving Text Tips** 

- Viewers can turn captions on or o in the video player controls.
- Help meet video accessibility guidelines.

See Add Closed Captions to a Video (https://www.techsmith.com/learn/tutorials/camtas ia/add-closed-captions/).

#### **Dynamic Captions**

- Always display onscreen as part of the video.
- Stylistic captions often used in social media videos or as a visual e ect to enhance the video content or message.

See Add Dynamic Captions (https://www.techsmith.com/learn/tutorials/camtas ia/dynamic-captions/).

Follow these time-saving tips to help you create professional-looking videos for your brand, channel, or business.

# Type All Annotations ABC ABC Image: Construction of the second of the

Corner Rounding

#### Add Presets and Favorites

Add frequently-used or custom callout annotations as a preset. You can click the star icon on a callout to add it to your Favorites tab for quick access. See Customize Camtasia (https://www.techsmith.com/learn/tutorials/camtasia/customize-camtasia/).



Device Frame

#### Save Custom Assets to Your Library

The library stores any custom assets or media you want to reuse across your Camtasia video projects. You can package (https://www.techsmith.com/learn/tutorials/camtasia/packageshare-camtasia-resources/) your library to share with others to:

- Maintain a consistent look and elements across videos.
- Help your team build professional videos based on your favorite video enhancements.
- Save time by having ready-made video elements easily accessible.

See Reuse Media Across Projects (Library) (https://www.techsmith.com/learn/tutorials/camtasia/library/).



#### Apply a Theme

Set up your brand colors, font, and logo in a theme to quickly apply these presets to maintain consistency across a series of videos. See Build Your Color Palette (Themes)

(https://www.techsmith.com/learn/tutorials/camtasia/theme s/).

## **Visual Effects Overview**

Apply effects to visually enhance your videos and engage your viewers.

## Add a Visual Effect

Apply visual effects, for example to adjust color or change how media moves across the screen, without altering the original media. Effects can be applied to video clips and images, as well as objects such as text, callouts, and shapes.

To apply a visual effect:

1. Click the Visual Effects tab.



2. Drag an effect onto media on the timeline.

## **Edit a Visual Effect**

Click the Effects tray on the media and click to select the effect. The effect turns yellow.



Option	Description
Adjust the Properties	Click the <b>Properties</b> button to view and adjust the effect settings in the properties panel.
Turn Off and On	Click the toggle in the properties panel.
Adjust the Duration	Drag the effect handles to adjust when the effect starts and ends during the clip.

Option	Description
Delete the Effect	Press the <b>Delete</b> key or click the <b>X icon</b> in the properties panel.

## Visual Effect Types

- Color Effects
- Graphic Display Effects

- Motion Effects
- Multi-Track Effects

#### Color Effects

Effect	Details
Color Adjustment	Adjust the brightness, contrast, and saturation settings of an image or video in the properties panel.
Color LUT	Apply the default Color Lookup Table (LUT) to enhance color contrast, or import Color LUT files to apply other color grading treatments.
Color Filters	Preview and apply a unique Color LUTs to an image or video. See Edit Video Colors and Shading (Filters) (https://www.techsmith.com/learn/tutorials/camtasia/filters/).
Color Tint	Apply one color to light tones and a second color to dark tones in a video or image.



## **Graphic Display Effects**

Effect	Details
Background Removal	Remove your background, even complex or multi-color backgrounds, without needing to use green screen. This visual effect works best when there is a single person or primary object on the screen. See Remove a Background from Your Video (https://www.techsmith.com/learn/tutorials/camtasia/video-background-removal/).
Blur Region	Add a rectangular or oval blur to hide confidential or distracting content, to make a title screen, or to create new effects.
Border	Add a color border around the media.
Corner Rounding	Round one or more corners.
Cursor Path Creator	Add a cursor path to images or to video not recorded with Camtasia.

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Effect	Details
	See Customize Your Cursor and Path (https://www.techsmith.com/learn/tutorials/camtasia/customize- your-cursor-path-2/).
Device Frame	Display media within the frame of a laptop, mobile device, or computer display.
Drop Shadow	Apply a drop shadow to give media a 3D effect on the canvas. Specify the shadow color and angle.
Keystroke (Mac)	Automatically display key combinations pressed during recording that included the Command, Option, or Control modifier key.
	<b>Note:</b> This effect can only be applied to screen recordings captured with Camtasia (TREC files).

Effect	Details
	Tip: On Windows, manually add keystrokes as annotations. Select Annotations tab > Keystroke Callouts subtab 📖, and drag a callout onto the timeline. Edit the key combination in the properties panel.
Mask	Reveal only an oval or rectangular portion of media, or invert the mask to hide a portion of the media.
Interactive Hotspot	Add a clickable call-to-action to link to a webpage, automatically pause video, or direct users to replay or jump to a different section of your video.         Image: Click to subscribe click to subscrib
Mosaic (Mac)	Pixelates media to create a mosaic effect.
Outline Edges	Automatically apply the effect of a line drawing to a video or image.





#### **Motion Effects**

Effect	Details
Clip Speed	Play a video clip faster or slower than its original pace.     Image: Clip and the state of the s
Freeze Region	Fix one area of a video on the canvas while the remaining area continues to play. See Freeze a Region.
Motion Blur	Blurs objects that have animation (https://www.techsmith.com/learn/tutorials/camtasia/animations-in- depth/) applied to them.
	<b>Note:</b> Motion Blur does not affect movement in video clips.



## Freeze a Region

Freeze screen content in the selected area while the video continues to play to remove mistakes such as a notification.



1. Click the Visual Effects > Visual Effects tab.

- 2. Drag  $\ensuremath{\textit{Freeze Region}}$  onto the media on the canvas or timeline.
- 3. A portion of the screen is selected. Drag the selection to the location on the screen to hide your unwanted content. You can adjust the size by grabbing the surrounding handles.





4. Click and drag the effect end points on the timeline to adjust the duration of the Freeze Region effect.



## Multi-Track Effects

Effect	Details
	Choose from dozens of modes to custom blend an image or video with media on the track(s) below. Darken Mode =
Blend Mode	+ Lighten =
	Vivid Light Mode =
Media Matte	Simplifies adding a track matte or "masking" to display or hide media on the tracks below. $+ \int_{-\infty}^{\infty} \int_{$
	See Create Stunning Animations with Media Mattes (https://www.techsmith.com/learn/tutorials/camtasia/animations-with-media-mattes/).

# Add Arrows, Shapes, & Callouts

Learn how to enhance your video and focus viewers' attention with annotations, including callouts, arrows, lines, shapes, blur, and keystrokes.

## **Annotations Overview**

Annotations are visual elements and text to emphasize, direct viewers' attention, provide additional information, or cover up areas in your video.

Camtasia includes six types of annotations:



#### Callouts

Add a callout to display onscreen text, titles, and lower-thirds, or to focus viewers' attention.



#### **Blur & Highlight**

Add a blur to cover up an area or a highlight to emphasize an area.



#### Arrows & Lines Add arrows to point out areas or lines to add visual elements.



#### Sketch Motion Callouts

Add an animated callout to give the appearance of drawing on the screen to highlight specific areas.



#### Shapes

Add shapes as a visual elements or to cover up areas.



#### **Keystroke Callouts**

Add callouts to display keyboard shortcuts mentioned in your video.

## 1. Add an Annotation

- 1. Click the Annotations tab.
- 2. Click a subtab to browse the annotations available for each type.
- 3. In the Style dropdown, select All to view all annotations.
- 4. Drag the annotation onto the timeline or canvas.

Note: Additional callouts are available in the Camtasia Assets. To browse these assets, select **Media** tab > Camtasia Assets subtab > Callouts > See All. See Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/).

## 2. Position the Annotation

The timeline displays the sequence of all media in a video. The timeline playhead displays the current frame in the video.

To position when the annotation appears in your video:

- 1. Drag the annotation to where you want the annotation to start on the timeline.
- 2. To edit the duration, drag the end of the annotation in or out. The default duration is five seconds.

The canvas is the video preview area. On the canvas, set the desired position and size for the annotation. Complete any of the following edits on the canvas to position media in your video:

#### Move

Click and drag the annotation to move to a new location on the canvas.

#### **Resize / Scale**

Click to select the annotation on canvas. Drag a corner handle in or out.

#### Rotate

Click to select media on canvas. Drag the center handle in the annotation to rotate around the anchor point.

#### Align

The canvas offers boundary guidelines to help you snap objects to the edge or center of the canvas, or align with other media or annotations.

- **Canvas Guides:** The guides appear as you drag media on the canvas. Drag media until it aligns with the edge or center of the canvas, or other media guidelines.
- Ruler Guides: See Align Media with Ruler Guides (https://www.techsmith.com/learn/? post\_type=tutorial&p=241938).

#### Edit Callout Text

Double-click the callout on the canvas and enter the desired text.

## 3. Customize the Annotation



- 1. Click to select the annotation on the timeline or canvas.
- 2. Click the **Properties** button to customize the settings available for the annotation such as color, text, and style.
- 3. Based on the annotation selected, the properties panel displays the following tabs:
  - Visual properties tab
- : Fine tune edits on the

canvas with properties such as scale, opacity, position, and rotation.

Text properties tab

Edit the font, style, and colors

for the annotation text.

Annotation properties tab

Edit properties

specific to the selected annotation type such as style and color. For example, enter the keystrokes to display for Keystroke annotations or set the draw time for Sketch Motion callouts.

a

 To quickly change a set of properties for a consistent look, style, or brand across videos, select a theme from the **Theme** dropdown. See Build Your Color Palette
 (https://www.tophamith.com/(uppr)//uppr)

(https://www.techsmith.com/learn/tutorials/camtasia/themes/).

 As you edit the properties, the canvas shows a preview of the changes. To learn more, see Discover the Properties Panel (https://www.techsmith.com/learn/tutorials/camtasia/mediaproperties/).

#### Tip: Save annotations for reuse.

Add a custom annotation to your list of Favorites or preset annotations. See Customize Camtasia (https://www.techsmith.com/learn/tutorials/camtasia/customize-camtasia/).

## 4. Enhance the Annotation

Apply animations, transitions, behaviors, or visual effects to enhance or animate annotations.

For example, to animate an annotation similar to the example above, drag a **Slide Right** transition to the start of the callout and a **Slide Left** transition to the end.



To learn more, see the following tutorials:

- Animations In-Depth (https://www.techsmith.com/learn/tutorials/camtasia/animations-in-depth/)
- Animate Text & Images with Behaviors (https://www.techsmith.com/learn/tutorials/camtasia/animationbehaviors/)

## **Get Inspired**

Check out these tutorials to continue to build your skills and discover new ways to use annotations in your videos:

- Blur or Mask a Video (https://www.techsmith.com/learn/tutorials/camtasia/blur-mask-video/)
- Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasiaassets/)
- Set the Background Color with a Shape Annotation (https://www.techsmith.com/learn/tutorials/camtasia/working-with-the-canvas/#h-change-the-backgroundcolor)
- Create a Rounded Image or Webcam with Shape + Media Matte Effect (https://www.techsmith.com/learn/tutorials/camtasia/audio-visualizers/#h-add-an-avatar-webcam-or-icon)

# Add a Dynamic Background

Add looping animated backgrounds with customizable colors, speeds, and more.

Dynamic Backgrounds add looping animations with customizable colors, speeds, and more to the background of your video.

## Advantages of Dynamic Backgrounds

Here are three advantages to using a dynamic background vs. a traditional motion background:

#### 1. Smaller File Size

High-definition versions of traditional motion backgrounds have large file sizes. Dynamic backgrounds, with their smaller file sizes, allow you to use up less space on your hard drive and more space for your content.

#### 2. Seamless Looping & Unlimited Duration

Traditional motion backgrounds are usually a video file with a fixed length. It can be challenging to line up the beginning and end of the motion graphic clips to create a seamless loop. With dynamic backgrounds, you can customize to any duration by simply dragging the ends of the background on the timeline to the desired length, whether it's 10 seconds or 10 minutes.

#### 3. Customizable

With traditional motion backgrounds, it's not possible to adjust the colors, speed, or other visual settings. Each dynamic background has its own set of customizable properties. Explore the settings across the dynamic backgrounds in the properties (https://www.techsmith.com/learn/tutorials/camtasia/media-properties/).

## **3** Use Cases for Dynamic Backgrounds

Discover some applications for dynamic backgrounds to create the desired effect and make your professional videos stand out:

#### Enhance Your Titles & Intros

Add a dynamic background behind your title, outro, or call-to-action to enhance and draw attention to otherwise static, boring screens in your video.

#### Frame Your Screen Content

Draw viewers' attention to screen content by visually framing a screen recording with colors and animations around content.

#### Add Motion for Visual Effect

Dynamic graphics provide motion to emphasize a point, visually engage and excite users, or create flow through the video's transitions.

## Add a Dynamic Background

1. Select Media tab > Camtasia Assets subtab > Dynamic Backgrounds > See All.



- 2. Browse or search for a dynamic background. Double-click an asset to preview it.
- Drag a dynamic background onto the timeline. If you already have content on your timeline, drag the background onto a track below the other timeline content in order for it to appear behind this content in the video.

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4. Click **Properties** to open the Properties panel.

## Properties

5. Each dynamic background has its own set of customizable properties, such as color, size, and speed. Edit the desired properties in the **Dynamic Properties** section.



6. To change the duration, drag the end of the dynamic background in or out on the timeline.



Tip: Layer Multiple Dynamic Backgrounds to create a custom look.

You can layer backgrounds on top of each other. Drag two dynamic background onto the timeline. And then, drag a visual effect, such as the Blend Mode effect, onto the dynamic background on the top track on the timeline. Experiment with adding different effects to the layered backgrounds.

# **Create the Illusion of 3D Perspective (Corner Pinning)**

Learn how to pin and adjust a video, image, or text on background media to create the illusion of 3D perspective.

- Make it look like your video is running on a computer or mobile device screen
- Place an image or text on a moving surface
- Simulate text painted on an angled wall

Quickly integrate a video, image, or text with a background in Corner Pin mode. Use corner pinning to:



## Pin Media or Text

Complete the following to pin media or text to the canvas to integrate it with a background:

- 1. Drag a video or image onto the timeline to use as the background media.
- Drag a video, image, or text from the Media Bin (https://www.techsmith.com/learn/tutorials/camtasia/importmanage-media/), Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/), Library (https://www.techsmith.com/learn/tutorials/camtasia/library/), or Annotations (https://www.techsmith.com/learn/tutorials/camtasia/annotations/) tab to a timeline track above the background media. This will be the foreground media.
- 3. With the foreground media selected, click Corner Pin Mode in the canvas toolbar to enable corner pinning.



4. On the canvas, drag a corner of the selected media to the desired position.



Note: Camtasia automatically updates position, skew, rotation, and other properties in the Properties panel (https://www.techsmith.com/learn/tutorials/camtasia/media-properties/).

5. Repeat step 4 for the remaining corner handles.

## Tips

- For precise pinning, use the magnification controls and working-with-the-canvas toolbar to get a close-up view of corners. See Position Media on the Canvas (https://www.techsmith.com/learn/tutorials/camtasia/working-with-the-canvas/).
- Press **Control** while dragging corners to temporarily disable snapping.
- Add animation to pinned objects to match them to the motion of background video. See Animations In-Depth (https://www.techsmith.com/learn/tutorials/camtasia/animations-in-depth/).

#### Remove a Background from Your Video

Learn how to automatically remove the background from Camtasia recordings or imported media.

Apply the Background Removal effect to instantly remove the background from your camera recordings.



Consider removing the background when:

- The camera video was not recorded in the ideal environment, such as at home or in a setting that distracts from your video content.
- You want to simplify your content to focus on the subject of your video.
- The webcam covers up key parts of the screen recording or your video content.
- You want to adjust your video layout to set the tone or maintain viewer engagement.

#### Remove a Background in Camtasia Rev

After recording, you can apply the **Background Removal** effect in Camtasia Rev in the following ways:

• Select a layout with Background Removal automatically applied.



• On the Effects tab, select Background Removal.



Note: You can turn off some of the automatic selections in Camtasia Rev, such as backgrounds. Click to deselect the option on the **Background**, **Effects**, or **Filters** tabs.

#### Remove a Background in Camtasia Editor

- 1. In Camtasia Editor, select the Visual Effects tab.
- 2. Drag the Background Removal effect onto media on the timeline.
- 3. In the Properties panel, edit the settings to customize the effect.

Tip: Replace the background with a dynamic background for a professional video look.

To learn how to add and customize a dynamic background, see Add a Dynamic Background (https://www.techsmith.com/learn/tutorials/camtasia/dynamicbackgrounds/).

#### **Background Removal Recording Tips**

Follow these tips during recording to achieve the best results for the Background Removal effect:

#### 1. Use good lighting.



2. Choose clothing that does not blend in with your background.

# CONTRAST



#### 3. Avoid fast movements.

# **FAST MOVEMENT**





4. Use a chair with a lower back if possible.

# **HIGH BACK CHAIR**



# **Enhance Your Video Overview**

Add enhancements to apply effects, animations, behaviors, transitions, and annotations that can make your video look more polished and professional.

## Video Enhancement Types

Туре	Description
	Animations add interesting focal points to your video such as:
	• A talking head that smoothly transitions or trades places with a screen recording.
	• An image that enters the video from the left, pauses, then flies off the canvas to the right.
	<ul> <li>Callouts that animate in various ways on the canvas to draw attention to an area in the video.</li> </ul>
Animations	<ul> <li>Zooming in or out on important parts of your video to draw attention to key actions or enhance difficult to view parts within a video.</li> </ul>
	Add animations to images, video clips, and annotations. To learn more about editing annotations, see Edit Enhancements.
	<ul> <li>Animations In-Depth (https://www.techsmith.com/learn/tutorials/camtasia/animations-in- depth/)</li> </ul>
	Animate Text & Images with Behaviors
	(https://www.techsmith.com/learn/tutorials/camtasia/animation-behaviors/)
	Zoom In to Focus Attention
	(https://www.techsmith.com/learn/tutorials/camtasia/animations/)
	Graphics or text overlaid on a video to draw viewers' attention to important objects or processes. To learn more about editing annotations, see Edit Enhancements.
	Add Annotations, Callouts, & Titles
Annotations	(https://www.techsmith.com/learn/tutorials/camtasia/annotations/)
and Text	<ul> <li>Edit Media on the Canvas (https://www.techsmith.com/learn/tutorials/camtasia/edit- canvas/)</li> </ul>
	<ul> <li>Blur or Mask a Video (https://www.techsmith.com/learn/tutorials/camtasia/blur-mask- video/)</li> </ul>
	Behaviors are animated presets to drag and drop on text and media to liven it up and engage your viewers. Apply behaviors to any visual object on the timeline.
	These might include:
	<ul> <li>Plain text that gently pulsates where you want viewers to click a link.</li> </ul>
	• Image or a logo that enters the screen then swings back and forth on a hinge.

Behaviors	<ul> <li>Callouts that animate in various ways on the canvas to draw attention to an area in the video.</li> </ul>
	See Animate Text & Images with Behaviors
	(https://www.techsmith.com/learn/tutorials/camtasia/animation-behaviors/) and Add
	Annotations, Callouts, & Titles
	(https://www.techsmith.com/learn/tutorials/camtasia/annotations/).
	effects to enhance or edit the cursor in your recording.
Cursor Effects	<ul> <li>Edit the Cursor with Effects (https://www.techsmith.com/learn/tutorials/camtasia/cursor- effects/)</li> </ul>
	Quickly Smooth Cursor Movements
	(https://www.techsmith.com/learn/tutorials/camtasia/cursor-smoothing/)
Transitions	Transitions add a visual effect between the end of a clip and the beginning of the next clip. Use transitions to indicate the passage of time, change in location, or to create a smooth flow between clips.
	Visual effects can improve the look and quality of your video. Apply an effect to an entire clip
	or adjust the duration to a portion of a clip.
	<ul> <li>Visual Effects Overview (https://www.techsmith.com/learn/tutorials/camtasia/visual- effects/)</li> </ul>
	Add Hotspots (Interactive Videos)
	(https://www.techsmith.com/learn/tutorials/camtasia/add-interactive-hotspots-to-a-video/)
Visual	Create Stunning Animations with Media Mattes
Effects	(https://www.techsmith.com/learn/tutorials/camtasia/animations-with-media-mattes/)
	Provide Context with Device Frames
	(https://www.techsmith.com/learn/tutorials/camtasia/device-frames/)
	Remove a Color (Green Screen) (https://www.techsmith.com/learn/tutorials/camtasia/how-to-remove-a-color/)
	Speed Up & Slow Down Video Clips
	(https://www.techsmith.com/learn/tutorials/camtasia/clip-speed/)
Gesture	Gesture effects add visual effects that simulate taps, swipes, and pinches on mobile devices.
Effects (Mac only)	See Record iOS Devices (https://www.techsmith.com/learn/tutorials/camtasia/recording-your- ios-device/).

## Add an Enhancement
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- 1. Click an enhancement tab, such as the Annotations tab or Behaviors tab.
- 2. Select an enhancement from the subtabs or dropdowns.
- 3. Drag the enhancement onto the timeline. For some enhancements, Camtasia highlights where the selection can be applied.
- To edit the properties, see Discover the Properties Panel (https://www.techsmith.com/learn/tutorials/camtasia/media-properties/).

Tip: Save custom enhancements to reduce editing time.

Save custom enhancements as presets or favorites to streamline your workflow. See Customize Camtasia (https://www.techsmith.com/learn/tutorials/camtasia/customize-camtasia/).

## **Edit Enhancements**



• **Move:** Click and drag the animation arrow onto another location on the media on the timeline.



• **Restore:** Drag the **Restore** animation onto a clip after another animation to reverse the previous animation to its previous state.

	Zoom-n-Pan Animations
Animations	No OpacityRestoreScale DownScale to Fit
	<ul> <li>Delete: Press the Delete key.</li> <li>For more editing help, see Animations In-Depth (https://www.techsmith.com/learn/tutorials/camtasia/animations-in-depth/) and Zoom In to Focus Attention (https://www.techsmith.com/learn/tutorials/camtasia/animations/).</li> </ul>
	Click to select the annotation to edit.
	• Edit text: Double-click the annotation on the canvas and enter the desired text.
	• <b>Move:</b> Click and drag the annotation to new location on the canvas.
Annotations	Resize: Click and drag a handle in any direction.
	Rotate: Click and drag the center handle.
	Delete: Press the Delete key.
	For more editing help, see Add Annotations, Callouts, & Titles (https://www.techsmith.com/learn/tutorials/camtasia/annotations/).
	Click the Effects tray on the media and click to select the behavior. The selected behavior turns yellow.





### Tip: Improve editing performance with Proxy Video.

If you experience lag, particularly when playing back or scrubbing through high-resolution video, create a Proxy Video to improve performance. See Import & Manage Your Media (Media Bin) (https://www.techsmith.com/learn/tutorials/camtasia/import-manage-media/).

# **Edit Video Colors and Shading (Filters)**

Learn how to adjust the tone and feel of your content with filters or color lookup tables (Color LUTs).

Give your content a cinematic color tone, a vintage feel, or a futuristic look. Or apply filters to correct and match lighting between different pieces of media.





1. Click Visual Effects > Filters tab.



- 2. Drag a filter onto media on the canvas or timeline.
- 3. Click Properties to open the Properties panel.



- 4. Adjust Color LUT properties as needed:
  - **LUT:** Select an option from the dropdown to change the applied filter. Tip: Hover over options in the LUT dropdown to preview each filter on your media on the canvas.
  - Intensity: Drag the slider or enter a percentage value to adjust all color settings together.
  - **Range:** Select a blend range preset from the dropdown or click the **select** icon to show advanced blending range controls.
  - Ease In / Ease Out (Mac only): Enter an amount in seconds to transition the start or end of the filter.
- 5. Click + in the properties panel to add your customized color LUT to the Filters tab.

# **Quickly Smooth Cursor Movements**

The Cursor Smoothing effect transforms cursor movements in screen recordings to smooth lines.

**Note:** The Cursor Smoothing effect can only be applied to screen recordings captured with Camtasia. Once the recording clip is on the timeline, the effect may be applied.

## Add Cursor Smoothing Effect

- 1. Select the Cursor Effects tab.
- 2. Drag the Cursor Smoothing effect to the desired clip on the timeline.
- 3. Edit settings in the Properties panel. See Edit Cursor Smoothing Properties.

## **Edit Cursor Smoothing Length and Timing**

1. With the Cursor Smoothing effect applied, click the Show Effects tray icon on the media.



- 2. Click and drag the right or left edge of the effect to adjust the length.
- 3. Click and drag to reposition the effect in the clip.



To apply the effect to multiple sections of the same clip, click and drag the effect to the clip again. Then adjust the length and position.

## **Edit Cursor Smoothing Properties**

Customize the settings for the Cursor Smoothing effect in the Properties panel.



- Duration: The amount of time it takes the cursor to move from one point to the next.
- **Delay**: The amount of time the cursor pauses before and after each click.
- **Easing**: Slows the cursor down as it approaches an endpoint and gradually accelerates the cursor as it leaves. Easing gives the cursor a natural looking motion.
- **Detect Cursor Pauses**: If enabled, Camtasia will recognize when the cursor is stationary for one second or longer and display the pause in the cursor path. When disabled, only clicks will be registered as points on the cursor path.

# **Provide Context with Device Frames**

Add a device frame around an image or video clip to provide context and a professional look to your video.



Device frames are great for:

- Introducing a scene such as a mobile or desktop demo.
- Showing your company's website within a product marketing video.

## Add a Device Frame

1. Click the Visual Effects tab.



- 2. Drag the **Device Frame** effect onto an image or clip on the timeline.
- 3. Click the **Properties** button to open the properties.
- 4. In the properties, select a device frame from the **Type** dropdown.



 Device frames fit media with a 16:9 aspect ratio and will fill standard video dimensions such as 1080p and 720p. If a device frame doesn't fill the entire canvas. Click and drag the edges of the clip until it snaps to the borders on the canvas.

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**Note:** To download more device frames, select the **Download More** option in the **Type** dropdown or go to https://library.techsmith.com/Camtasia (https://library.techsmith.com/Camtasia).

## Remove a Device Frame

In the properties, click the X icon.



#### **Remove A Color (Green Screen)**

Learn how to remove a single-color background from a video with the Remove a Color effect.

Record your subject in front of a single color backdrop, add the Remove a Color effect, and then replace the background with other media. This is also known as green screen or chromakey.



Note: Download our sample green screen video (https://assets.techsmith.com/Downloads/ua-tutorials-camtasia-9-3/green-screen-video-for-download.mp4) to practice applying this effect. Click the options button in the bottom-right corner of the sample video and select **Download**.

#### 1. Click the Visual Effects tab.



2. Drag the Remove a Color effect onto media on the timeline.



- 3. Click the **Properties** button to open the properties.
- 4. In the properties, click the Color dropdown and click the Eyedropper button to select the color to remove from the media on the canvas.



5. Adjust the following properties to continue editing the color removal:



- Tolerance: Drag the slider to increase or decrease the range of tints and shades for the selected color.
- Softness: Drag the slider to smooth out pixelation and rough edges of color around the subject.
- Defringe: Drag the slider left or right to make any remaining color less noticeable.
- Hue: Drag the slider to adjust the color of the clip to better match a new background.
- Invert: Select to reverse the color removal and hide everything except the color removed.

6. To add a new background, drag media onto the track below the edited clip.

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# Speed Up & Slow Down Video Clips

Learn how to speed up or slow down media on the timeline.

Clip speed allows you to play a video clip faster or slower than its natural pace.

1. Click Visual Effects tab.



2. Drag the Clip Speed effect onto media on the timeline.



3. Select the media with the clip speed applied and click the arrow on the bottom of the clip to open the Effects tray.



- 4. Select **Clip Speed** in the Effects tray and complete one of the following:
  - Drag the clip speed handles to adjust the speed of the clip.



• Click the Properties button to adjust the Duration and Speed to get the desired effect.

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- Increase the speed to play back the video faster.
- Decrease the speed to play back the video slower.

Tip: Split media first to adjust the speed of different segments.

To vary the duration and speed of different parts of the media, split the media first before applying the Clip Speed effect. To learn more about splitting media, see Remove Mistakes (Trim & Split) (https://www.techsmith.com/learn/?post\_type=tutorial&p=182315).

# Add a Transition

Learn how to add a transition between video clips or to animate text, annotations, or objects in your video.

## **Transitions Overview**

Add transitions to apply visual changes between clips or animate the appearance of elements in your video. Transitions can be applied to media, annotations, text, and assets on the timeline.

### **Common Uses for Transitions**

Camtasia has over 175 transitions available. Play around to find your favorites. Here are some recommended uses for transitions in a video to get you started:

### Passage of Time

Convey some time has passed, such as when a download has occurred or the video does not show the entire process.

Try a Gradient Wipe, Card Flip, or Card Swipe.

#### Switch Context

Signify a change in context. For example, demonstrate switching between applications in a recording or between sections in your video.

Try a Cube Rotate, Swap, or Card Flip.

#### **Smooth Transition**

Ease the transition between scenes or the sudden appearance of objects, such as arrows, in your video.

Try a Fade.

#### Animate Media or Objects

Create movement for elements in your video.

Try a Slide Left or Slide Right.

#### Artistic Visual Effect

Achieve a specific visual effect to convey the message or tone in the video. For example, Snapshot is great for a photograph effect, and Glitch can convey the feeling of an old video or throwback.

These are best used sparingly in a video and to serve a specific purpose.

## Add a Transition

- 1. Select the **Transitions** tab.
- 2. To find a transition, complete any of the following:
  - Browse the list of transitions.
  - To filter the list of transitions, select an option from the **Type** dropdown.

• Enter the transition name or type in the **Search** field.



3. Drag your cursor over the transition thumbnail to preview it.



4. Drag the transition onto media or annotations on the timeline.



- 5. The drop location on the media impacts where the transition is applied:
  - Drag to the left end of the media to apply the transition to the beginning.



• Drag to the right end of the media to apply the transition to the end.



• Drag to the middle of the media to apply the transition to both the beginning and the end.



6. To change the duration of the transition, drag the end of the transition in or out.

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Tip: Drag the Timeline slider to make it easier to select and edit the transition.

7. Some transitions have additional properties you can customize. Click to select the transition on the timeline and click the **Properties** button to view the properties available.

## **Best Practices**

- Transitions can help you create the perfect visual transition or effect, but adding too many can be distracting to your viewers. Use transitions sparingly throughout your video.
- Play around to find your favorite transitions. When you find your preferred transitions, click the Star icon on a transition to add it to your Favorites for quick access.



- Use consistent transitions across your videos so viewers become familiar with what the visual transition indicates. For example, you can always use a Card Flip transition to signify switching between a desktop app to a website or a Gradient Wipe transition to convey the passage of time.
- Make sure the transition serves a purpose in the video. It should help support the message or tone of the video, not distract your viewers.

# **Animations In-Depth**

Learn how to create and edit animations to add visual interest to your video.

Animations add interesting focal points to your video such as:

- A talking head that smoothly transitions or trades places with a screen recording.
- An image that enters the video from the left, pauses, then flies off the canvas to the right.
- Callouts that animate in various ways on the canvas to draw attention to an area in the video.
- Zooming in or out on important parts of your video to draw attention to key actions or enhance difficult to view parts within a video.

# Add an Animation

- 1. Click the Animations tab.
- 2. Click the Animations subtab (Windows only).
- 3. Drag an Animation onto media on the timeline.



Camtasia displays the animation as an arrow on top of the media.



# **Edit an Animation**

Animations move media in the video based on the change from one set of visual properties to another. These properties include position on the screen, rotation, scale, and opacity.

The tail and head of the animation arrow on the timeline indicate where the animation begins and ends. Adjust the visual properties at each point to set how the media displays at the start and end of the animation.



**Note:** For more detailed information about Zoom animations, see Zoom in to Focus Attention (https://www.techsmith.com/learn/?post\_type=tutorial&p=182337).

- 1. Place the playhead to the left of the animation arrow.
- 2. Click the **Properties** button.

### Properties

- 3. Adjust the visual properties for the start of the animation. See Animation Properties.
- 4. Move the playhead to the right of the animation arrow.
- 5. Adjust the visual properties for the end of the animation.
- 6. Drag the arrow tail to where you want the animation to start.
- 7. Drag the arrow head to where you want the animation to end.

With Edit All Animations mode, edits you make to a single animation are applied to all animations in the selected media. Click the Edit All Animations icon at the top of the Properties panel to toggle this mode on and off.

## **Animation Properties**



Property	Description
Scale	Drag the slider or enter a value to adjust the size as a percentage of the original media.
Opacity	Drag the slider or enter a percentage to adjust the transparency of the media.
Rotation	<ul> <li>Do any of the following to rotate the media around the Z, Y, or X axis:</li> <li>Click and drag the spinner</li> <li>Click a position on the spinner</li> <li>Enter a degree value</li> </ul> Tip: To rotate media during an animation, set Rotation at the end of the animation arrow to 360° (clockwise) or -360° (counterclockwise).
Position	Enter X, Y, or Z coordinate values to place the media relative to the center of the canvas.

Size	Enter pixel values to adjust the size of the media. Click the lock icon 🛅 to enable or disable the aspect ratio lock.
	Drag the slider or enter a value between -10 and 10 to adjust the angle of the media.
Skew	<b>Tip:</b> Pin the corners of your media to automatically adjust skew and integrate media with a background. See Create the Illusion of 3D Perspective (Corner Pinning) (https://www.techsmith.com/blog/tutorials/camtasia/corner-pinning/).

## Easing

Easing helps media to look more natural as it moves during an animation. To change the easing:

- 1. Right-click (Windows) or Command+click (Mac) the animation arrow and select **Enable Easing** (Windows) or **Animation Easing** (Mac).
- 2. Select an Easing option:
  - Exponential In/Out
  - Linear (Windows) / None (Mac)
  - Bounce
  - Spring
  - Auto (defaults to Exponential Easing)

## Auto Animate Mode (Mac only)

Enable **Auto Animate Mode** to automatically add animations to the timeline as you move, rotate, and scale media on the canvas or adjust the media's visual properties.



# Add Movement to Any Object (Motion Paths)

Learn how to make any media or object - such as videos, text, or images - swoop, glide, or arc across the screen.

Grab your audience's attention with objects that move gracefully across the screen. The Motion Path visual effect allows you to:

- Move text or callouts to the relevant areas of a screen recording.
- Trace the path of a line chart with an arrow annotation or graphic.
- Transition picture-in-picture video or other media elegantly onto or off of the screen.

## Apply a Motion Path to an Object

- 1. Drag the object you want to move to the timeline.
- 2. Position the playhead where you want the movement to begin.
- 3. Click the Visual Effects tab.



4. Drag the Motion Path effect onto the object on the timeline.



The default path appears on the canvas with start and end motion points.



# **Edit the Motion Path**

To edit the default motion path:

1. Click to select a start or end motion point on the canvas.



- 2. Drag the motion point to change where the path starts or ends.
- 3. Click and drag the Bezier handles to adjust the curve of the path.



- 4. Right-click the path and select **Add Motion Point** to add additional curves as needed.
- 5. To adjust the duration and timing of the motion, click and drag the motion points on the timeline.



6. Click **Finish Editing** in the Properties panel to return to normal editing mode.

Note: If you move the object on the canvas, any applied motion path will move with the object.

## **Motion Path Properties**

When you apply a motion path to an object, motion path properties open in editing mode in the Properties panel (https://www.techsmith.com/learn/tutorials/camtasia/media-properties/).



Edit the properties to manually customize the object's movement along the path:

- Line Type: Specify the type of motion through a selected point: angle, curve, or a combination of both.
- Easing: Slow the media as it moves through a motion point.
- Auto Orient: Automatically rotate the media as it follows the path.



Click **Finish Editing** in the Properties panel to edit other properties or objects on the canvas.

# Blur or Mask a Video

Learn how to add blur or shape annotations to hide portions of the video containing confidential or distracting content.

## **Blur an Area**

Add a blur effect to cover sensitive information in a video such as names or email addresses.

**Note:** Viewers can decode some blurred numbers and text. We recommend using other annotations, such as callouts or shapes, to cover critically confidential information. See Mask an Area.

1. Click the Visual Effects tab.



2. Drag the Blur Region effect onto the canvas or timeline over the object to hide.



**Note:** Blur Region is applied as an effect on the media so the blur will move and resize as the media is moved or resized.

- 3. Click and drag the blur shape handles on the canvas to cover the object to hide.
- 4. In the Properties Panel, do the following:



- Drag the **Blur** slider to adjust the amount to blur.
- Select a **Tint** color from the dropdown.
- Drag the **Opacity** slider to adjust the amount of transparency of the blur.
- Select **Oval** or **Rectangle** from the Shape dropdown.
- Click the **Invert** checkbox for a blur spotlight effect.
- Drag the **Corners** slider to adjust the corner rounding of the blur shape.
- Drag the Feather slider to adjust edge softness of the blur.
- Adjust the **Ease In** control to set how quickly the blur effect appears on the Canvas. When set to 0.00s, the effect appears immediately at the beginning of the media.
- Adjust the **Ease Out** control to set how quickly the blur effect disappears from the Canvas. When set to 0.00s, the effect disappears immediately at the end of the media.

### ▼ For Camtasia 2022.0.4 and older

1. Click the **Annotations > Blur & Highlight** tab.



- 2. Drag a blur annotation onto the canvas or timeline:
  - Blur: Applies a standard blur effect.



• Pixelate: Applies a square or pixel blur.



• **Spotlight**: Dims the video outside the selected area.



- 3. Click and drag the blur annotation on the canvas over the object to hide.
  - To move the blur, drag the center of the annotation to the desired location.



• To resize the blur, drag the handles in any direction.



4. To change the duration, drag an end of the blur annotation on the timeline in either direction.



5. Click **Properties** and drag the **Intensity** slider to adjust the amount to blur.



## Mask an Area

Add a shape annotation to cover up a pop-up, simplify a video, or hide confidential content.

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TechSmith Screencast <sup>™</sup> online hosting services allows you to share video, screen captures and multimedia content with others.			
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1. Click the Annotations > Shapes subtab.



- 2. Drag a shape annotation onto the canvas or timeline.
- 3. Click and drag the shape annotation on the canvas over the object to hide.
- 4. Position the shape annotation on the canvas.
  - To move the shape, drag the center of the annotation to the desired location.



• To resize the shape, drag the handles in any direction.



5. To change the duration, drag the end of the shape annotation on the timeline in either direction.



6. Click **Properties** to customize the shape annotation. See Discover the Properties Panel (https://www.techsmith.com/blog/tutorials/camtasia-2022/media-properties-2022/).

## Blur or Mask a Moving Object

Add an animation to cover up or blur a moving object in your video.

- 1. Add a blur or shape annotation onto the canvas or timeline and align with the object to hide.
- 2. Select Animations > Animations subtab (Windows) or click Animations tab (Mac).
- 3. Drag the **Custom** animation onto the shape or blur annotation on the timeline.
- 4. Drag the arrow tail on the timeline to where the motion begins.



5. Drag the arrow head on the timeline to where the motion ends.



- 6. Drag the playhead to the right of the animation arrow until the red dot appears.
- 7. Click and drag the shape or blur on the canvas to the new location of the object to hide.

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**Note:** For more detailed information about animations, see Animations In-Depth (https://www.techsmith.com/learn/?post\_type=tutorial&p=182340).

The blur or shape annotation moves with and covers the object in the video.

# **Animate Text & Images with Behaviors**

Learn how to apply and customize Camtasia Behaviors to quickly make eye-catching videos with a unique look and feel.

Camtasia Behaviors are pre-made animations that quickly add professionalism and polish to your videos.

## Add a Behavior

1. Click the Behaviors tab.



2. Drag a behavior animation onto media on the timeline.

Behaviors appear as an effect in the effects tray.



Note: Add multiple behaviors to the same media to create interesting animation effects.

## **Edit a Behavior**

Customize how a behavior enters the screen, what it does when it's on the screen, and how it leaves.

 Click to select media with a behavior applied on the timeline. If the media is in a group, expand the group before applying the behavior otherwise the entire group is affected by the behavior. See How to Use Group Tabs (https://www.techsmith.com/learn/?post\_type=tutorial&p=182316).

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2. Open the **Properties** panel > **Behaviors** subtab.



- 3. Edit the behavior properties for the In, During, and Out tabs. For more details on each property, see Behavior Properties.
- 4. Click the + button in the properties panel to save the customized behavior as a preset for future use (optional).

**Note:** Select multiple media with behaviors applied to edit the behaviors in the properties panel simultaneously.

## **Behavior Properties**

Style and movement properties are automatically set to compatible options when a new behavior is added to the timeline. Any change to the style or movement properties will also change which properties are available to edit.



Each stage of the animation (In, During, and Out) has its own editable properties under the corresponding properties subtab.

### In and Out Subtabs

Property	Description
Style	Set the type of animation for how the media enters and leaves the canvas.
Movement	Set the type of easing related to the selected animation style.

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Direction (as available)	Set the direction of the media as it enters and leaves the canvas. Availability of this property depends on the selected style.
Speed/Tension (as available)	Set the pace of movement for the selected style. Availability of this property depends on the selected style.

## **During Subtab**

Property	Description
Style	Set the type of animation while the media is visible on the canvas.
Movement	Set the type of easing related to the selected animation style.
Opacity/Jump/Rotation/Scale/Shift (as available)	Set the intensity of the related behavior. Availability of this property depends on the selected style.
Loop Time	Set the number of seconds for the behavior to finish a loop.
Delay	Set the number of seconds between each behavior loop.
Loops	Set the number of times the behavior loops. Select <b>Loop Forever</b> to continually repeat the behavior while the media is visible on the canvas.

# **Zoom In to Focus Attention**

Zoom in or out on important parts of your video to draw attention to key actions or enhance difficult to view parts within a video.

## Zoom-n-Pan

Quickly add zoom in, zoom out, and pan animations on the timeline.



#### Windows

- 1. Drag the playhead on the timeline to where you want the zoom to occur.
- 2. Select Animations > Zoom-n-Pan subtab.
- 3. Move and resize the zoom rectangle to get the desired effect. The area fills the canvas and displays what your viewers see.



- 4. A zoom animation appears on the timeline.
  - To position when the animation occurs, drag the arrow.





5. To zoom out, drag the playhead where the zoom animation ends. Repeat steps 3 and 4 to zoom out or use the **Scale to fit** button to quickly zoom to full scale. A second animation arrow appears on the timeline.



#### Mac

- 1. Drag the playhead on the timeline to where you want the zoom to occur.
- 2. Click to select the media or group to apply the zoom and pan to.

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3. Select **Edit menu > Zoom-n-Pan**. The Zoom and Pan Window appears. The highlighted area in the white rectangle is what your viewers see.

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- 4. Complete any of the following options:
  - Resize the white rectangle to zoom in or out. Yellow lines appear when the preview snaps to the canvas edge.

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• Move the rectangle to pan across the canvas.

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- Drag the **Zoom** slider or enter a percentage value to zoom in or out.
  - Zoom: 150.00 🔹
- Click Actual size to scale the video to 100% its original size.
- Click Scale to fit to display the entire media on the canvas.
- 5. An animation arrow appears on the timeline.
  - To position when the animation occurs, drag the arrow.



• To change the animation duration, drag either end of the arrow.



6. Drag the playhead and repeat steps 4 and 5 to add more zoom and pan animations.

## SmartFocus

SmartFocus<sup>™</sup> collects data during recordings such as cursor movements, mouse clicks, and other actions and uses that to add zoom and pan animations to your media.

Note: SmartFocus can only be applied to .trec files using Camtasia version 2019 or later.

- 1. Select Animations > Animations subtab.
- 2. Drag the **Smart Focus** animation onto a .trec file on the timeline.
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#### Tip: Apply SmartFocus first.

To apply additional zoom and pan animations manually, see Manually Apply Zoom Animations.

To help SmartFocus predict where to apply zoom and pan animations, follow the tips below during recording:

- Slow down. Use slow, deliberate mouse movements.
- Limit clicking. Do not randomly click around the screen or repeatedly click with the mouse.
- Record at full screen dimensions and produce at smaller dimensions. SmartFocus is ideal for cases where you need to record at full screen or large dimensions, but want to produce the final video at smaller dimensions. For example, if you record a full screen application and then produce the final video for distribution on a smaller mobile device, the full screen recording is not clearly viewable at the original dimensions without zooming.

**Note:** After applying SmartFocus, a dialog appears with the option to change the editing dimensions of your video to a smaller size.

- **Record clips longer than 30 seconds.** SmartFocus is optimized for recordings longer than 30 seconds. For shorter clips, manually add zoom and pan animations. See Manually Apply Zoom Animations.
- Do not "talk" with the cursor. Do not move the cursor around or point at unnecessary areas on the screen as you speak. Try to keep the cursor still in the area of focus in the recording unless you are demonstrating a focused action.
- Keep the cursor close when entering text. SmartFocus may not predict the correct action if you click in a text box, move the cursor to the other side of the screen, and then start talking. If you want the viewer to see what is typed into the text box, keep the cursor in or near the text box.
- Use the mouse scroll wheel (if applicable). Try using the mouse scroll wheel instead of clicking and dragging on the scroll bar. SmartFocus may zoom in on the scroll bar instead of the content scrolling. For example, use the mouse scroll wheel when scrolling long web pages.

### SmartFocus at Time (Mac Only)

SmartFocus at Time allows you to apply SmartFocus at a specific point in your video.

- 1. Drag the playhead on the timeline to where you want to apply SmartFocus.
- 2. Click the Animations tab.
- 3. Drag the SmartFocus at Time animation onto a .trec file on the timeline.

## Manually Apply Zoom Animations

Manually apply zoom animations, for example after applying SmartFocus or when recordings are longer than 30 seconds.


- 1. Select the Animations tab > Animations subtab (Windows) or click the Animations tab (Mac).
- 2. Drag the **Scale Up** animation onto media on the timeline.
  - To position when the animation occurs, drag the arrow.



• To change the animation duration, drag either end of the arrow.



- 3. Click **Properties** to customize the annotation. See Discover the Properties Panel (https://www.techsmith.com/learn/tutorials/camtasia/media-properties/).
  - To adjust the zoom, move the playhead to the right of the arrow and drag the Scale slider.



4. To zoom out, drag the **Scale Down** or **Scale to Fit** animation onto the media on the timeline and adjust the location, duration, and properties of the animation.

Preview the animations on the canvas to see how they appear in the final video.

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# **Create Stunning Animations with Media Mattes**

Learn how to create stunning animations or transitions with the Media Matte effect.



# About Media Mattes

The Media Matte visual effect is a simplified way to add track mattes or "masking" to your videos.

When you apply the Media Matte effect to media on a track on the timeline, sections of the media on the tracks directly below display or are hidden by transparency and brightness properties of the media on the track above.



Camtasia supports the following transparent media file formats: .mp4, .mov, .gif, .png, and .bmp.

**Note:** Apply a Media Matte with Alpha mode to a track that contains media with transparent pixels or media that does not cover the entire canvas such as still images and annotations.

## Apply a Media Matte Effect

Apply a Media Matte effect to compatible media on a track.

- 1. Click the **Visual Effects** tab.
- 2. Drag the Media Matte effect onto an image or clip on the timeline.
- 3. Click the **Properties** button.
- 4. Select a mode from the Mode dropdown. See Media Matte Modes.



- 5. Drag the **Intensity** slider to adjust the visibility of the selected mode.
- 6. Set the amount of time you want the effect to Ease In or Ease Out during playback. (Optional)

**Note:** Create complex track matte animations and transitions by grouping media. See How to Use Group Tabs (https://www.techsmith.com/learn/?post\_type=tutorial&p=182316).

## Media Matte Modes

There are four modes available in the Properties panel after applying the Media Matte effect:



- Alpha: Media on the tracks below is not visible through the transparent pixels and visible through the opaque pixels on the track above.
  - Maximum Intensity = 100% visible
  - Minimum Intensity = 0% visible
- Alpha Invert: Media on the tracks below is visible through the transparent pixels and not visible through opaque pixels on the track above.
  - Maximum Intensity = 0% visible
  - Minimum Intensity = 100% visible
- Luminosity: Intensity of the media brightness determines the level of pixel visibility and transparency between tracks.
  - Maximum Intensity = 100% visible
  - Minimum Intensity = 0% visible
- Luminosity Invert: Intensity of the media brightness determines the level of pixel visibility and transparency between tracks.
  - Maximum Intensity = 0% visible
  - Minimum Intensity = 100% visible

# Add Track Mattes Manually

To manually enable track mattes on the Camtasia timeline, right-click (Windows) or Control+click (Mac) the otion on a track and select a Track Matte Mode option: Alpha, Alpha Invert, Luminosity, or Luminosity Invert. See Media Matte Modes.



# **Additional Resources**

- Track Mattes Explained: This 6-minute YouTube video (https://www.youtube.com/watch?v=0TDd9K4Mg2g) shows the manual alternative workflow using track mattes.
- Track Mattes Reference PDF: Download this reference PDF (https://www.techsmith.com/blog/wpcontent/uploads/2022/02/TrackMattes\_EN\_2022-1.pdf) of track matte modes and timeline navigation shortcuts.
- Track Mattes Getting Started Project: Download this sample project package
   (https://content.screencast.com/users/ScreencastViking/folders/Camtasia%202020%20Track%20Matte%20Project
   5e07-42ff-9e25-6a56ff9fd2dc/TrackMatteExampleProject.campackage?downloadOnly=true) with media,
   track matte, and animation to experiment on your own. See How to Use a Template
   (https://www.techsmith.com/learn/?post\_type=tutorial&p=182297) to learn how to import and create a video
   project from this template.

# Add Dynamic Captions

Learn how to automatically transcribe audio into customizable, onscreen caption text.

# **Caption Types**

Camtasia allows you to create and publish two common video caption types:

#### **Closed Captions**





- Viewers can turn captions on or off in the video player controls.
- Help meet video accessibility guidelines.



- Always display onscreen as part of the video.
- Stylistic captions often used in social media videos or as a visual effect to enhance the video content or message.

**Note:** This tutorial covers how to add **dynamic captions** to your video. To learn how to add closed captions, see Add Closed Captions to a Video (https://www.techsmith.com/learn/tutorials/camtasia/add-closed-captions/).

# 1. Generate Dynamic Captions

To generate dynamic captions based on the audio on the timeline:

- 1. In Camtasia Editor, select Captions tab > Dynamic Captions subtab.
- 2. From the Dynamic Caption Styles, drag a style onto a track above the audio clip on the timeline.

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3. If media on the tracks below contain voice-overs, Camtasia transcribes the audio and generates dynamic captions.

To change the duration the captions appear in the video or to generate captions for other media on the timeline, drag the end of the dynamic caption on the timeline.

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- 4. Complete the following to position the dynamic captions on the canvas:
  - To move the captions, click and drag the dynamic captions to the desired location.
  - $\circ~$  To change size of the caption box, click and drag a white handle in or out.

## 2. Edit Dynamic Caption Text

To review and edit individual words in the auto-generated dynamic captions:

1. Click to select the media on the timeline. If the media contains a voice-over, the dynamic caption text

appears in the Dynamic Caption Transcription area on the Dynamic Captions subtab.

- 2. Complete any of the following edits:
  - Edit a Word: Click the text box and edit the selected word.
  - Delete a Word: Click the text box to select the word and press the Delete key.

**Note:** If you delete the Dynamic Caption Style on the timeline, Camtasia saves the edits to the caption transcription with the audio media on the timeline. If you drag another Dynamic Caption Style onto the timeline, Camtasia retains your previous caption transcription edits.

## 3. Edit the Word Transcription Timing

Complete the following to adjust when a word appears on the screen in Camtasia version 2024.1.0 or later:

- 1. Click to select the audio media on the timeline.
- 2. Drag the Timeline Zoom slider to the right until you see the individual words in the purple transcript bar.



**Note:** If you do not see words in the purple transcript bar, in the **Timeline Tray** dropdown, select Transcript or press **Ctrl+T**.



3. To change when the word appears and highlights on the screen, drag the word along the transcript bar on the media.

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Transcript				
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	0	e you'll	take a tour	with us soon.
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**Note:** If you see a transcript gap indicator , you cannot drag the previous word beyond this point. Camtasia automatically inserts these transcript gaps to separate the previous word from the next word in your captions.

# 4. Customize the Dynamic Caption Style

To customize the look and style of the dynamic captions:

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		Word Opacity	
Futi	ure —		100.0%
P	ast	•	100.0%
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- 1. Click to select the dynamic caption on the timeline.
- 2. Click the **Properties** button to open the Properties panel.
- 3. Customize the properties on **Text Properties** tab.
- As you edit the properties, the canvas shows a preview of the changes in the video. You can click the S Reset button to restore any property to the original setting.



# Add Closed Captions to a Video

Learn about the various ways to add closed captions to a video in Camtasia.

Captions display onscreen text synchronized with the voice-over and sounds in a video. Captions create videos accessible to a larger audience, including:

- Viewers who are deaf or hard of hearing.
- Viewers that cannot listen to audio in their current environment.
- Viewers who are non-native speakers by providing onscreen translations in the captions.

# **Caption Types**

Camtasia allows you to create and publish two common video caption types:

#### **Closed Captions**



- Viewers can turn captions on or off in the video player controls.
- Help meet video accessibility guidelines.

#### **Dynamic Captions**



- Always display onscreen as part of the video.
- Stylistic captions often used in social media videos or as a visual effect to enhance the video content or message.

**Note:** This tutorial covers how to add **closed captions** to your video. To learn how to add dynamic captions, see Add Dynamic Captions (https://www.techsmith.com/learn/tutorials/camtasia/dynamic-captions/).

# Generate Closed Captions in Camtasia Editor

In Camtasia Editor, you can automatically generate captions based on the voice-over on the timeline.

### ▼ View Steps for Camtasia Windows

- 1. In Camtasia Editor, select Captions tab > Closed Captions subtab.
- 2. Click the contain voice-over.
- 3. Camtasia transcribes the audio on the timeline into captions.
- 4. Review and edit the captions in the Caption Editor. See Manually Add Captions (Windows).

### ▼ View Steps for Camtasia Mac

- 1. In Camtasia Editor, select Captions tab > Closed Captions subtab.
- 2. Drag the Captions option onto the desired media on timeline.
- 3. The Captions track appears above the timeline. Click to select the first audio clip on the timeline to transcribe.



- 4. Click the **o** icon and select **Transcribe Selected Media**. The option is not available in the menu if the media selected does not contain voice-over.
- 5. Camtasia transcribes the audio in the selected media into captions. Repeat steps 2-4 for each audio media on the timeline.
- 6. Review and edit the captions in the Caption Editor. See Manually Add Captions (Mac).

# **Generate Captions in Camtasia Audiate**

Camtasia Audiate automatically generates captions based on the transcription. In Camtasia Audiate, select **Sync dropdown > Captions dropdown > Default Captions > Sync button** to sync your Audiate edits and send captions back to your Camtasia Editor project.

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Syncing wit	h Camtasia
Edit Camtasia Timeline Automatically keep your entire timeline in sync	Edit Media Only Edit only your original video media to match audio edits
Edit Settings Default	CC Captions Default Captions
Unlink From Camtasia	

See Speed Up Editing with Audiate (https://www.techsmith.com/learn/tutorials/camtasia/camtasia-audio-sync/).

# Sync Captions with a Script (Windows Only)

Paste a prepared script into the caption editor and synchronize the script with the audio playback.

### ▼ View Steps

- 1. In Camtasia Editor, move the playhead to the beginning of the timeline.
- 2. Select Captions tab > Closed Captions subtab.
- 3. Click the Add Caption button.
- 4. Paste the full script into the caption editor.
- 5. Click the gear icon and select Sync captions.

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Sync captions	
Import exptions	Caption
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Speech-to-Text	
Speech-to-Text	

- 6. Read the instructions that appear and when ready to sync captions, click **Continue**. The video begins playing and the sync controls appear below the caption editor.
- 7. To add a new caption, click a word when you hear the word played back.

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*	Captions
0:00:19;27	First, create a simple storyboard of what you'll be recording. The helps you stay used an on track. Second, write a script so you know exactly what to say and when to say it. Third, decide where you want to share your video. You can save to your hard drive or to popular destinations like YouTube or Google Drive. For this video, I'm going to record, edit, and then share to YouTube. Let's get started Right now, you're in the Camtasia Editor. The Editor is made up of the timeline where your can arrange and edit your clips. The tools panel where your media is stored. along with shapes, animations, effects, and more.
Pau	ise Stop

- 8. Click **Pause** to pause the video playback.
- 9. Click **Stop** to finish syncing the script and captions.

# Manually Add and Edit Captions

Manually enter or edit captions as you play back your video.

### Windows

- 1. In Camtasia Editor, select Captions tab > Closed Captions subtab.
- 2. Click the Add Caption button.
- 3. Press Enter to play the audio section or click the 💿 button to loop the playback.
- 4. In the caption editor, type what you hear or paste the corresponding text from a written script.
  - If your caption exceeds three lines, the text changes to gray. Click the **Split** button to move the gray text into a new caption.

CC		
*	Closed	Captions
0:00:00;00	Hi, I'm R	achel. Today I'm
0:00:04;00 Split	to walk y sign up i website. weekly v our proo links to p webinar	you through how to for a webinar on our We offer live webinars for all of lucts and also post previously recorded s in our series.

• To change the duration of a caption, drag the **Duration** slider. The default duration is four seconds.



5. Click the Add New Caption button or press the Tab key to enter the caption text for the next audio section.



6. To customize the look of the closed caption text (optional), click the **Font Properties** dropdown in the caption editor and adjust the desired settings.



### ▼ Mac

- 1. In Camtasia Editor, select **Captions tab > Closed Captions subtab**.
- 2. Drag the Captions option onto a recording or media with audio on the timeline.
- 3. The Captions track appears above the timeline. Press **Enter** to play the audio section or click the **o** button to loop the playback.



4. In the caption editor, type what you hear or paste the corresponding text from a written script.

	Welcome to our channel. In today's video we	
а	Duration: 4.0s	¢

- 5. Click the **Next Caption** button or press the **Tab** key to enter the caption text for the next audio section. You can also click to select a specific caption section on the Captions track.
- 6. Complete any of the following optional edits:
  - To change the duration of a caption, drag the **Duration** slider. The default duration is four seconds.



- If your caption is too long, Command+click on a caption segment and select **Split** to move the text into a new caption.
- To customize the look of the caption, click the **set in the set in the set**
- To merge two captions, control+click the caption and select **Merge with Next Caption**.

### Import or Export a Caption File

You can import or export captions as SAMI or SRT (SupRip) files. Export a caption file to upload with the video on a hosting site, for translation, or to use across platforms.

#### Import a Caption File

Select File > Import > Captions and select a SAMI or SRT file. The caption file opens in the caption editor.

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- 1. Select the Export menu > Export Captions.
- 2. Enter a file name and select SAMI or SRT.
- 3. Click Save (Windows) or Export (Mac).

### **Export a Video with Captions**

The caption type is selected during the video export process.

#### **Export Closed Captions**

Captions are turned on/off by the viewer via a CC button on the video controller.



### Windows

Complete one of the following options:

- Select Export > YouTube.
- Select Export > Screencast.
- Select Export > Local File. Select the MP4 with Smart Player option from the File type dropdown.

### ▼ Mac

Complete one of the following options:

- Select Export > YouTube.
- Select Export > Screencast.
- Select Export > Local File > Export to MP4. Enable the Export as Web Page option. In the Caption Style
  dropdown, select the Closed Captions option.

#### **Export Burned In Captions**

Also known as "open," captions are always visible and cannot be turned off by the viewer.



### Windows

- 1. Select Export > Local File.
- 2. In the File type dropdown, select MP4 (recommended).
- 3. Click the Advanced Settings dropdown arrow to access additional properties.
- 4. On the Captions tab, enable the Render video with open (always visible) captions option.
- 5. Click Export.

### ▼ Mac

- 1. Select Export > Local File.
- 2. In the export dialog, enter a filename and select the preferred location and file format.
- 3. In the Caption Style dropdown, select Burned in captions.
- 4. Click Export.

# **Build Quizzes & Surveys**

Gather feedback and learn more about your viewers by using Camtasia quizzes and surveys. Learn how to set up, edit and publish a quiz.

Insert a quiz or survey into your video to:

- Test viewer's knowledge through multiple choice, fill in the blank, short answer, and true/false questions.
- Add open ended questions to gain feedback or gather user information such as an email address to contact the viewer at a later time.

**Note:** The TechSmith Smart Player is required for table of contents, closed captions, search, quizzing, and hotspots in a video. To include the TechSmith Smart Player, export the video to Local File or Screencast. See Export & Share Your Video (https://www.techsmith.com/learn/? post\_type=tutorial&p=182298).

# **Quiz Features**

- Unlimited number of fill in the blank, multiple choice, short answer, or true/false questions.
- Provide up to thirty answer options per question.
- Set the quiz to be scored or unscored.
- For surveys, use the unscored option.

# Set Up a Quiz

 Select media or move the playhead to the desired location and select Modify > Quizzes > Add Timeline Quiz or press Shift+Q.

Note: Add a quiz to media to keep the quiz aligned to that media while editing.

2. Camtasia adds the quiz and enables quiz mode.



3. Set quiz options in the **Properties > Options** tab.



4. Enter quiz questions in the **Properties > Questions** tab.



- 5. To add another quiz, move the cursor along the timeline or on the selected media and click to add a quiz. As long as quiz mode is enabled, you are able to add new quizzes.
- 6. To disable quiz mode, click the small arrow next to Quiz under the timeline toolbar or press Ctrl+Q.



# **Quiz Questions and Options**

Option	Description
Create questions	<ul> <li>Click the Questions subtab.</li> <li>The first question is added for you.</li> <li>To add more questions, click the Add Question button and type the question.</li> </ul>

	Select a question type from the dropdown.
	$\equiv$ ?
	Quiz 1 - Questions
Choose a question type	Default Question Text X
	Type Multiple Choice -
	Question:       Multiple Choice         Fill in the Blank       Short Answer         True/False       True/False
Enter or select answer	<ul> <li>For true/false questions, click <b>True</b> or <b>False</b> to set the answers.</li> <li>For all other question types, click <b>Add Answer</b> and type an answer.</li> <li>For multiple choice questions, click to select the correct answer.</li> </ul>
Give feedback for answers	Check the Display Feedback option.
	Select the next action after the correct / incorrect answers.
Change question order	Click up and down arrows to change order of the questions in the quiz.

Preview how quiz appears to your viewers	Click the <b>Preview</b> button. Quiz 1 - Options Quiz Name: Quiz 1 Viewers can see their results
Enter quiz name	Click the <b>Quiz Options</b> subtab.
Create survey	Click the <b>Quiz Options</b> subtab.
Allow users to view results	Click the <b>Quiz Options</b> subtab.          Image: Click the Viewers can see their results
Delete quiz	Select a quiz on the timeline or media and press the <b>Delete</b> key.
Get scores and information about quiz	You can report the results of the quiz via a SCORM-compliant Learning Management System (LMS).

## Export a Video with a Quiz

To export a video with a quiz, select one of the following options:

- Local File (Windows):
  - 1. Select Export > Local File.
  - 2. Select the MP4 with Smart Player option from the File type dropdown.
  - Optional: If you want to upload the video package to a SCORM compliant LMS, select Advanced > Smart Player tab > enable the Report using SCORM option. Click the SCORM options button to customize.
  - 4. Click Export.
- Local File (Mac):
  - 1. Select Export > Local File.
  - 2. Select Export to MP4 from the File format dropdown.
  - 3. Enable the Include Quiz option. Click the Options button.

- 4. Optional: If you want to upload the video package to a SCORM compliant LMS, enable the **Include SCORM** option. Click the **Options** button to customize.
- 5. Click Export.

#### • Screencast:

- 1. Select Export > Screencast.
- 2. Enter a title and optional video description.
- 3. Click Export (on Windows) or Share (on Mac).

# Add Hotspots (Interactive Videos)

Learn how to link to a webpage, automatically pause your video, or direct users to replay or jump to different sections with Camtasia's interactive hotspots.

Hotspots provide a clickable call-to-action in a video such as:

- Open the next video in a series.
- Provide a link to subscribe to your newsletter, channel, or social media.
- Jump to a specific point in a video to learn more based on the viewer's interest.
- Provide a link to purchase your product or software.

## Add a Hotspot

- 1. Click the Visual Effects tab.
- Drag the Interactive Hotspot effect onto the visual media on the timeline you want to use as the call-toaction, such as text, image, or annotation.
- 3. Click the **Properties** button to customize the hotspot. The default pauses the video at the end of a hotspot and requires the user to click to continue. Other options include:
  - URL: Send the viewer to the URL entered.
  - Marker: Send the viewer to a specific marker in the video. You must have markers on the timeline to select this option. See Add Markers & Video Table of Contents (https://www.techsmith.com/learn/? post\_type=tutorial&p=182313).
  - Time: Send the viewer to a specific time or frame in the video.
- 4. To test the URL, Marker, or Time Options, click the Test button.

**Note:** The TechSmith Smart Player is required for table of contents, closed captions, search, quizzing, and hotspots in a video. To include the TechSmith Smart Player, export the video to Local File (MP4 with Smart Player) or Screencast. See Export & Share Your Video (https://www.techsmith.com/learn/?post\_type=tutorial&p=182298).

# **Introduction to Cursor Editing**

Learn how to complete basic cursor edits to add emphasis or support your video message.

Camtasia records the screen and cursor data separately in the Camtasia Recording file format (TREC). This allows you to edit the cursor and eliminates the need to rerecord to perfect cursor movement or position.

Add or Edit Cursor Clicks

Design a New Cursor Path

• Edit the Cursor Path

Camtasia's cursor editing and effects help to:

- Smooth jumpy cursor movements.
- Fix the cursor position when it doesn't match the narration.
- Emphasize the cursor to support the message in your videos.
- Add or edit cursor clicks.

## **Basic Cursor Edits**

- Change the Cursor Size (Scale)
- Replace the Cursor
- Hide the Cursor
- Add Cursor Effects

### Change the Cursor Size (Scale)

Increase the scale to emphasize the cursor and help your viewers follow along with the video.

### ▼ Learn How

- 1. Click to select a TREC recording on the timeline.
- 2. Click the Properties button.
- 3. On the Cursor Properties tab, drag the Scale slider to change the cursor size.



#### **Replace the Cursor**

The cursor shown on the screen changes as you interact with different areas on the screen. In Camtasia recordings (TREC), you can replace the cursor type to use a consistent cursor throughout your entire recording or replace the cursor with a custom image. See Replace the Cursor (https://www.techsmith.com/learn/tutorials/camtasia/change-cursor/).

#### Hide the Cursor

You can hide the cursor on any Camtasia Recording file (TREC) added to the timeline. Consider hiding the cursor for sections where the cursor does not provide additional value or if it distracts from the action on the screen.

### ▼ For the Entire Clip

- 1. Click to select a TREC recording on the timeline.
- 2. Click the **Properties** button.
- 3. In the Properties panel, select the Cursor Properties tab.
- 4. Set the **Opacity** to 0%.

### ▼ For a Section in the Recording – Set to No Cursor Image

- 1. Click to select a TREC recording on the timeline.
- 2. Click the **Properties** button.
- 3. In the Properties panel, select the Cursor Properties tab.
- 4. The cursor images appear on the selected TREC file on the timeline.

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Drag the playhead to the cursor image to replace. Drag the **Zoom** slider to the right to zoom in on the timeline to make it easier to view the cursor image keyframes.

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5. On the Cursor Properties tab, click the Cursor dropdown.

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	R	eplace Cursor Image
	-	
	Current	Similar All
	Current Recorde	ed Cursors

- 6. The Replace Cursor Image options appear. Select **Current** to replace the cursor at the playhead location on the timeline.
- 7. Select the **No Cursor** option for the cursor image type.



Camtasia hides the cursor until the next cursor keyframe appears in the TREC recording.

### ▼ For a Section in the Recording – Change the Cursor Opacity to 0%

- 1. Select Animations tab > Animations subtab.
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- 2. Drag the **Custom** animation onto the TREC on the timeline.
- 3. Drag the animation arrow to the location to start hiding the cursor.



4. In the properties, click the Cursor tab and set the Opacity to 0%.



- 5. To show the cursor again in the video, drag another **Custom** animation onto the TREC on the timeline.
- 6. Drag the end of the animation arrow to the location for the cursor to appear.



7. In the properties, click the **Cursor** tab and set the **Opacity** to 100%.

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• () • (	¢•	Re	c 03-19-	19 (Screen)		
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#### Add Cursor Effects

Add a cursor effect to a Camtasia Recording file (TREC) on the timeline to emphasize the cursor to support the message in your videos. See Add Cursor Effects. (https://www.techsmith.com/learn/tutorials/camtasia/cursor-effects/)

Add or Edit Cursor Clicks

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In the Camtasia Recording file (TREC), you can add or edit mouse clicks at any time. Apply a cursor click effect to visually emphasize a click. You can also add new cursor keyframes to simulate a click in an image, video, or recording file. See Add a Click Effect & Edit Cursor Clicks

(https://www.techsmith.com/learn/tutorials/camtasia/cursor-effects/#h-add-a-click-effect-amp-edit-cursor-clicks).

#### Edit the Cursor Path

In Camtasia Recording files (TREC), you can fix the cursor position when it doesn't match the narration or smooth out cursor movements post-recording. See Customize Your Cursor and Path (https://www.techsmith.com/learn/?post\_type=tutorial&p=236752).

#### Design a New Cursor Path

No need for the perfect recording! You can design your own cursor path and add cursor clicks to simulate cursor movement on any image, video, or TREC recording file. See Customize Your Cursor and Path (https://www.techsmith.com/learn/?post\_type=tutorial&p=236752).

# Add Cursor Effects

Learn how to add cursor effects to emphasize the cursor and edit cursor clicks.

### Introduction

Most videos have the cursor burned into the recording file. Camtasia records the screen and cursor data separately in the Camtasia Recording file format (TREC). This allows you to edit the cursor and eliminates the need to rerecord to perfect cursor movement or position.

Camtasia's cursor editing and effects help to:

- Smooth jumpy cursor movements.
- Fix the cursor position when it doesn't match the narration.
- Emphasize the cursor to support the message in your videos.
- Add or edit cursor clicks.

If you want to add a cursor to a still image or a video not recorded in Camtasia, you can add the **Cursor Path Creator** effect to design the cursor path. Add a **Left Click** or **Right Click** effect to add cursor click keyframes to simulate clicks. See Add a Click Effect & Edit Cursor Clicks.

# Add a Cursor Effect

Add a cursor effect to a Camtasia Recording file (TREC) on the timeline to emphasize the cursor to support the message in your videos.

1. Select Cursor Effects tab > Cursor Effects subtab.



- 2. Drag an effect onto the Camtasia Recording file (TREC) on the timeline. See Cursor Effect Types.
- 3. Click the arrow to open the Effects tray.

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4. By default, the effect is applied to the entire duration of the media. To adjust the duration, click to select the effect and drag the ends to adjust when the effect starts and ends during the clip.

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Rec 6-2-2024 7	
Left Click Scaling	
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Dynamic Fill 17	

5. In the Properties panel, customize the properties available for the effect.

# Add a Click Effect & Edit Cursor Clicks

In the Camtasia Recording file format (TREC), you can add or edit mouse clicks at any time. Apply a cursor click effect to visually emphasize a click. You can also add new cursor keyframes to simulate a click in an image, video, or recording file.

## ▼ For Camtasia Recordings (TREC Files)

1. Select Cursor Effects tab > Left Click or Right Click subtab.



- 2. Drag an effect onto the Camtasia Recording file (TREC) on the timeline. See Cursor Effect Types.
- 3. Click the arrow to open the Effects tray.

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4. By default, the effect is applied to the entire duration of the media. To adjust the duration, click to select the effect and drag the ends to adjust when the effect starts and ends during the clip.

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- 5. In the Properties panel, customize the properties available for the effect.
- 6. The circles on the effect show where clicks occur in the media. Click the **Previous** and **Next** buttons to navigate through the cursor clicks.
  - To add a new cursor click, drag the playhead on the timeline to the desired location and click the **Cursor Keyframe** button in the properties.



• To remove a cursor click, click the **Previous** and **Next** buttons to navigate to the desired cursor click and click the **Cursor Keyframe** button to remove the selected click.

## ▼ For Images or Videos Created in Other Applications

- 1. Click the **Cursor Effects** tab.
- On the Cursor Effects subtab, drag the Cursor Path Creator effect onto media on the timeline and set up the cursor path. See Customize Your Cursor and Path (https://www.techsmith.com/learn/tutorials/camtasia/customize-your-cursor-path-2/).
- 3. Select Cursor Effects tab > Left Click or Right Click subtab.



- 4. Drag an effect onto the media on the timeline. See Cursor Effect Types.
- 5. Click the arrow to open the Effects tray.

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6. By default, the effect is applied to the entire duration of the media. To adjust the duration, click to select the effect and drag the ends to adjust when the effect starts and ends during the clip.

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- 7. In the Properties panel, customize the properties available for the effect.
- To add a new cursor click, drag the playhead on the timeline to the desired location and click the Cursor Keyframe button in the properties.
- The circles on the effect show where clicks occur in the media. To remove a cursor click, click the Previous and Next buttons to navigate to the desired cursor click and click the Cursor Keyframe button to remove the selected click.



# **Cursor Effect Types**

#### **General Cursor Effects**

#### **Cursor Color**

Edit the cursor fill and outline colors to match the video ascetic or to stand out from the screen content.

#### **Cursor Highlight**

Add a circle of color to draw viewers' attention to the cursor.

#### **Cursor Path Creator**

Add to images or videos recorded outside of Camtasia to design your own cursor path to simulate a demo or recording. Combine with left or right click effects to build click actions on anything! See Customize Your Cursor and Path (https://www.techsmith.com/learn/? post\_type=tutorial&p=236752).

#### **Cursor Smoothing**

Transform distracting, jumpy cursor movements into smooth lines. See Quickly Smooth Cursor Movements (https://www.techsmith.com/learn/? post\_type=tutorial&p=182331).

#### **Cursor Glow**

Emphasize the cursor with a glow effect. Give your cursor a glow effect to stand out on the screen and grab viewers' attention.

#### **Cursor Magnify**

Enlarge the cursor area to show detail.

#### **Cursor Shadow**

Add a visual effect that makes your cursor appear to float above the screen.

#### **Cursor Spotlight**

Dim and blur the area outside of the highlighted cursor area to emphasize specific actions and cursor movements.

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#### Left Click & Right Click Effects

Click effects help to visually emphasize the action of a click within a video.

<b>Rings</b>	<b>Ripple</b>
Add an expanding ring over the mouse click area.	Add a transparent ripple over the mouse click area.
<b>Scaling</b>	<b>Scope</b>
Add for the perfect visual indicator for a mouse click.	Add a visual target over the mouse click area.
<b>Sound</b>	<b>Target</b>
Combine with other click effects to emphasize a cursor	Add a circular visual target over the mouse click
click.	area.
Warn	

Warp

Add a transparent visual effect to emphasize the mouse click that appears to push in the area around the mouse click.

#### Tip: Combine the Sound and the Scaling click effects to emphasize a click.

You can add multiple cursor effects to a clip. These two click effects pair perfectly together to emphasize the action of a click.

# **Replace the Cursor**

Learn how to replace the cursor image in TREC recording files.

After recording, you can change the cursor in any Camtasia recording file (TREC). Change the cursor to:

- Maintain a consistent cursor throughout your entire recording to reduce visual distractions.
- Emphasize cursor movement with a custom cursor.
- Match the operating system cursors when creating recordings for multiple platforms.
- Replace the cursor with any of Camtasia's professionally-designed cursors for a fun theme or to add emphasis.

### **Replace the Current Cursor**

**Note:** You can only change or edit the cursor in the Camtasia Recording file format (TREC). For videos recorded outside of Camtasia, the cursor is burned into the recording file and cannot be edited.

- 1. Click to select a Camtasia Recording file (TREC) on the timeline.
- 2. Click the **Properties** button.
- 3. In the Properties panel, select the **Cursor Properties** tab.



4. The cursor images appear on the selected TREC file on the timeline.

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Track 2	0.0	* <b>•</b> •	2	<b>*</b>

Drag the playhead to the cursor image to replace. Drag the **Zoom** slider to the right to zoom in on the timeline to make it easier to view the cursor images.

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5. On the Cursor Properties tab, click the Cursor dropdown.



- 6. Select one of the following options:
  - **Current:** Replace only the current cursor at the playhead.
  - Similar: Replace all cursors in the selected TREC file for this cursor type.
  - All: Replace all cursors in the selected TREC file.
- 7. Select a cursor type from the dropdown and then select the desired cursor.



#### Tip: Hide the Cursor for a Section in the Recording.

Select the No Cursor option as the cursor image to hide the cursor for part of the recording.



## Add a Custom Cursor

You can import and image file to use as a custom cursor.

- 1. Click to select a Camtasia Recording file (TREC) on the timeline.
- 2. Click the **Properties** button.
- 3. In the Properties panel, select the **Cursor Properties** tab.



4. On the **Cursor Properties** tab, click the **Cursor** dropdown.



5. Click the **Import** button to add a custom cursor.

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	Current	Similar All
	Record	ed Cursors 🗸 🗸
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- 6. The Open dialog appears. Select a BMP, JPEG, PNG, or TIF image file format to use as the custom cursor image and click **Open**.
- 7. Edit the custom cursor properties and click the **Save Cursor Edits** button.

Camtasia adds the imported cursor to the list of Custom Cursors. Follow the steps for Replace the Current Cursor to use the custom cursor in a TREC recording.



# **Customize the Cursor Path**

Learn how to replace or import a cursor, edit a cursor path, or add a new path to your video.

Camtasia records the screen and cursor data separately in the Camtasia Recording file format (TREC). This allows you to edit the cursor and eliminates the need to rerecord to perfect cursor movement or position.

Camtasia's cursor editing and effects help to:

- Smooth jumpy cursor movements.
- Fix the cursor position when it doesn't match the narration.
- Emphasize the cursor to support the message in your videos.
- Add or edit cursor clicks.

## Edit a Recorded Cursor Path

In Camtasia Recording files (TREC), you can fix the cursor position when it doesn't match the narration or smooth out cursor movements post-recording.

1. Select a Camtasia recording (TREC) on the timeline or canvas.

**Note:** You can only edit the cursor path on screen recordings captured with Camtasia (TREC) or after a new cursor path is added. To create a new cursor path in a video or image imported into Camtasia, see Create a New Cursor Path.

2. On the cursor tab in the Properties panel, click the Edit Cursor Path button.

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3. In the Edit Cursor Path dialog, select **Simplify Existing Path** or **Create New Path** in the dropdown and click **Continue**.

	Edit Cursor Path				
Select a	an option to begin e Simplify Existing Path	editing.			
	Continue	Cancel			

Note: You only need to complete this step the first time that you edit the cursor path.

4. The cursor path and points appear on the canvas and timeline.



- 5. Click to select a point to edit, then complete any of the following options:
  - Right-click a point on the timeline and select **Delete** to remove that point.
  - Click and drag a point on the canvas to adjust where the cursor moves in the recording.



• Click and drag a point on the timeline to extend or reduce the duration of the cursor movement to that point. To extend the duration, drag the point to the right. To reduce the duration, drag the point to the left.



• Select a **Line Type** in the Properties panel to set straight or curved cursor movements in and out of the point.



**Note:** After selecting a line type, click and drag the handle of the point on the canvas to manually adjust the curve of the cursor movement if desired.

• Select an option from the **Easing** dropdown to set the cursor speed as it passes through the selected point for a more natural look.



- 6. Click and drag the playhead on the timeline to the location to edit. Right-click the playhead line, then select one of the following options to edit the cursor path:
  - Add Cursor Point at Playhead: Adds another point to the path to allow for more detailed control over the cursor movement and look.
  - **Split Cursor Path at Playhead**: Adds a new path segment and two new points to the timeline. This is useful if you want the cursor to pause at a location before continuing on its path.
  - **Extend Cursor Path to Playhead:** Extends the path duration to the selected location and adds two new cursor points on the timeline.



- 7. If you have split cursor paths after editing, click the **Smooth cursor across edits** checkbox in the Properties panel to improve the cursor flow.
- 8. Click and drag the Scale control to adjust the size of the cursor on the canvas.
- 9. Click Finish Editing to exit cursor path editing.



## Create a New Cursor Path

No need for the perfect recording! You can design your own cursor path and add cursor clicks to simulate cursor movement on any image, video, or TREC recording file.

**Note:** You cannot add the **Cursor Path Creator** effect to media recorded with Camtasia. To edit a cursor path in a Camtasia recording (TREC), see Edit a Recorded Cursor Path.

1. Drag the **Cursor Path Creator** effect from the Cursor Effects or Visual Effects tab on to an image or video on the canvas or timeline.



- 2. The cursor path and points appear on the canvas and timeline. Click to select a point to edit, then complete any of the following options:
  - Right-click a point on the timeline and select **Delete** to remove that point.

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• Click and drag a point on the canvas to adjust where the cursor moves in the recording.



• Click and drag a point on the timeline to extend or reduce the duration of the cursor movement to that point. To extend the duration, drag the point to the right. To reduce the duration, drag the point to the left.



• Select a **Line Type** in the Properties panel to set straight or curved cursor movements in and out of the point.



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- 5. Click and drag the **Scale** control to adjust the size of the cursor on the canvas.
- 6. Click **Finish Editing** to exit cursor path editing.



## **Restore the Original Cursor Path**

To restore the original cursor path, click **Restore Path** in the Properties panel.

Restore Path

# Watermark Your Videos (Windows)

Learn how to add a watermark to deter unauthorized use of your video, maintain copyright, or add a logo.

A watermark is a logo, image, or text, often transparent and superimposed over digital media. Apply a watermark to:

- Protect proprietary content.
- Brand videos on your channel or across a video series.
- Mark drafts to prevent low fidelity content from being shared or reused without permission.

## Add a Watermark

On Windows, you can add a watermark when you export your video to a local file:

- 1. Select Export > Local file.
- 2. In the Export Local File dialog, select Include watermark and click Options.

File name:     File type:       prolect-update     MP4 (recommended)	
Save location:	
X:\Camtasla 2023 Help Images\filters\	
▲ Advanced Settings	
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Dimensions Encoding Audio	
Current Project Dimensions  Width 1812 Height 1004  Keep aspect ratio	
✓ Include watermark Options	
Export Cancel	

- 3. In the Watermark Options dialog, click the **folder** folder icon.
- 4. Browse and select an image file (BMP, JPG, JPEG, or PNG) and click **Open**.
- 5. The Watermark Preview shows how your video will look with the current settings.



- 6. Drag a slider or enter a percentage value to adjust any of the following (see Watermark Tips):
  - Scale: Enlarge or reduce the watermark size.
  - Opacity: Increase or reduce the watermark transparency.
  - X Offset: Adjust the horizontal position of the watermark.
  - Y Offset: Adjust the vertical position of the watermark.
- 7. After editing the desired watermark settings, click **OK**.
- 8. Select the file name, save location, and any other export settings, and click Export.

For additional details about exporting to a local file, see Export & Share Your Video (https://www.techsmith.com/learn/tutorials/camtasia/export-share/).

### Watermark Tips

- Use an image file of any of the following as a watermark:
  - Company logo



• Channel or series logo



• Copyright statement



• Website address or text

- For logos or graphics with rounded corners or transparent areas, select an image file format that supports transparency (BMP or PNG).
- Prevent or deter cropping and editing around the watermark. Use text and diagonal lines or a pattern to cover the entire image.
- In the Watermark Options dialog, adjust the settings for the purpose of the watermark:
  - **To deter unauthorized sharing or reuse:** Adjust scale to cover the entire video. Decrease opacity to ensure users can still view the video through the watermark.



• **To add a watermark as a brand logo:** Set opacity to 100% to maintain the original colors. Adjust the scale, x offset, and y offset to position the logo in a corner of the video where it does not block content.

**Note:** Videos exported in the free trial period or in limited access mode automatically include a TechSmith watermark. You must purchase Camtasia to export videos without this watermark.



# **Batch Export Videos**

Learn how to export multiple videos based on presets.

### Overview

The Batch Exporter helps you to:

- Quickly export a series of videos from a Camtasia project or video file to repurpose the content to fit various platforms, video styles, or quality requirements.
- Export a video file or project into multiple formats.
- Maintain productivity by running the export process in the background while you create or edit another project.
- Quickly edit the output location across your batch files to improve file management.

Project Name	Preset		Output Location	Status	
Product Demo.tscproj	Basic MP4	-	C:\Users\r.clark\Documents\Camtasia\Product Demo	Ready	
Product Demo.tscproj	High Quality MP4	-	C:\Users\r.clark\Documents\Camtasia\Product Demo	Ready	
Product Ad-December.tscproj	TikTok Video	▼	C:\Users\r.clark\Documents\Camtasia\Product Ad-D	Ready	
Product Ad-December.tscproj	Social Shorts	▼	C:\Users\r.clark\Documents\Camtasia\Product Ad-D	Ready	
Product Ad-January.tscproj	Basic MP4	▼	C:\Users\r.clark\Documents\Camtasia\Product Ad-Ja	Ready	
	Basic MP4				
	Basic GIF				
	Basic M4A				
	Basic MP4 with Smart Player				
	High Quality MP4				
	Social Shorts				

## Add Projects to the Batch Export Queue (Windows)

In Camtasia Windows, you can add Camtasia projects (.tscproj) or video files (.trec and .mp4) to a queue and export multiple files based on the selected export preset for each.

- 1. Open Camtasia.
- 2. In the Home hub, open a recent project or select New Project.
- 3. Camtasia Editor opens. Select Export > Batch Export.
- 4. The Batch Exporter dialog opens. Click the **Add Files / Projects** button to select a project to add to the export queue.

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- 5. Browse to find Camtasia Projects (.tscproj), .trec, or .mp4 files to add.
- 6. Click the **Open** button to add the project to the queue.
- 7. For each project in the queue, select an export preset from the **Preset** dropdown menu. To create custom export presets, see Set up Export Presets.

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Markers checkbox.     Batch Exporter     Add Files / Projects     Project Name   Project Name   Preset   210 Course Videos.tscproj   Basic MP4	<b>Note:</b> If your proj (https://www.tech export multiple vi	ect contains markers smith.com/learn/tutorials/ca deos based on the markers	amtasia/markers-and-table-of-cont	Export Cancel Al tents/), you can n 2023.4.2 or
Batch Exporter          Add Files / Projects         Project Name       Preset         • 210 Course Videos.tscproj       Basic MP4         • 210 Course Videos.tscproj       Basic MP4	<b>Note:</b> If your proj (https://www.tech export multiple vi later. Click the dro	ect contains markers smith.com/learn/tutorials/ca deos based on the markers opdown next to the project	amtasia/markers-and-table-of-cont s in the project in Camtasia version name, and select the <b>Create mult</b>	Export Cancel Al tents/), you can n 2023.4.2 or tiple files from
Add Files / Projects         Project Name       Preset         • 210 Course Videos.tscproj       Basic MP4         • Create multiple files from markers	<b>Note:</b> If your proj (https://www.tech export multiple vi later. Click the dro <b>markers</b> checkbo	ect contains markers smith.com/learn/tutorials/ca deos based on the markers opdown next to the project ox.	amtasia/markers-and-table-of-cont s in the project in Camtasia version name, and select the <b>Create mult</b>	tents/), you can n 2023.4.2 or tiple files from
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- 8. To change the export location, click the **Output Location** path, browse to select a new file location, and click **Select Folder**.
- 9. Click the Start Export button.

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You can continue to work in Camtasia Editor and open other projects while the batch exporter is running.

#### Status Column

The Batch Exporter indicates the status of each project in the queue.

Status	Description / Action to Take
Ready	<ul> <li>The project is ready for batch export.</li> <li>Click the <b>Start Export</b> button to export the projects in the queue.</li> <li>To remove a project from the queue, right-click the project name and select <b>Remove</b>.</li> </ul>
Error	There was an error in the project and the file cannot be included in the batch export. Hover your cursor over the Error status for more information.
Warning	Hover your cursor over the Warning status for more information.
Progress bar	A progress bar appears in the Status column when Camtasia has started exporting the selected project.
	The expert for this preject is complete
Finished	Right-click the project name and select <b>Open Exported File Location</b> to view the exported file. The file location is also listed in the Output Location column.
Canceled	The export was not completed.

### Set up Export Presets (Windows only)

Create a preset to save your custom export settings. Presets save time and are great for quickly applying specific export preferences based on platform, video type, or quality.

- 1. In Camtasia, open a recent project.
- 2. Select Export > Local File.
- 3. The Export Local File dialog appears. Click to expand the Advanced Settings.

Export Local File	×
File name:     File type:       210 Course Videos     MP4 (recommender	d) 🔻
Save location: C:\Users\r.clark\Documents\Camtasia	
Preset Basic MP4	
Current Project Dimensions   Width 1920 Height 1080  Keep aspect ratio	
	Cancol
Export	Cancel

- 4. Customize the desired settings on the **Dimensions**, **Encoding**, and **Audio** tabs.
- 5. Click the button to add a new preset.
- 6. The Add Exporter Preset dialog appears. Enter a name and click **OK**.

Camtasia saves the Windows export preset. You can select and apply this preset in the following preset dropdown locations:

• Select Export > Local File > Advanced Settings > Presets dropdown.

Export Local File	×
File name:     File type:       Untitled Project     MP4 (recommend       Save location:     C:\Users\r.clark\Documents\Camtasia	ied) 🔻
Advanced Settings	
Preset Custom	
Export	Cancel

• Select Export > Batch Export > Presets dropdown.

	Batch I	Exporter		
Add Files / Projects				
Project Name	Preset		Output Location	Status
Product Demo.tscproj	Basic MP4	-	C:\Users\r.clark\Documents\Camtasia\Product Demo	Ready
Product Demo.tscproj	High Quality MP4	-	C:\Users\r.clark\Documents\Camtasia\Product Demo	Ready
Product Ad-December.tscproj	TikTok Video	•	C:\Users\r.clark\Documents\Camtasia\Product Ad-D	Ready
Product Ad-December.tscproj	Social Shorts	•	C:\Users\r.clark\Documents\Camtasia\Product Ad-D	Ready
Product Ad-January.tscproj	Basic MP4	•	C:\Users\r.clark\Documents\Camtasia\Product Ad-Ja	Ready
	Basic MP4			
	Basic GIF			
	Basic M4A			
	Basic MP4 with Smart Player			
	High Quality MP4			
	TikTok Video			
			Start Export	Cancel A

## Batch Export Multiple Projects to a Single Export Type (Mac)

In Camtasia Mac, you can add multiple projects to the batch export queue to export multiple files based on the same file type or export settings.

- 1. Open Camtasia.
- 2. Select Export > Batch Export button.

- 3. The Batch Export dialog opens. Click the Add Project button.
- 4. Browse to find Camtasia Project (.cmproj) files to add. Shift+click to add multiple .cmproj files.
- 5. Click the **Select Project(s)** button to add the project to the queue.
- 6. To change the export location, click the **Select** button, browse to select a new file location and click **Select**.
- 7. To customize the batch export settings for the projects in the queue, select a file format from the dropdown and click the **Options** button to edit the export settings.
- 8. Click the Start button.

# **Export an Audio File**

Learn how to export a standalone audio file from your Camtasia project.

Export audio from your project as a standalone .mp3, .m4a, or .wav audio file.

**Note:** The exported audio file includes all enabled audio tracks. To export the audio from only one track on the timeline, hold the **Alt** key (Windows) or **Option** key (Mac) and click the **o** icon to the left of the track. The icon changes to **o** and all other tracks are disabled and not included in the exported file.

- 1. Select Export menu > Export Audio Only.
- 2. Enter a file name and location.
- 3. Select a file type.
- 4. Click Save (Windows) or Export (Mac).

# Customize Camtasia (Favorites, Presets, & More)

Learn how to personalize Camtasia to save time and add your frequently-used video enhancements and custom properties.

## Save a Preset

Save custom properties for annotations, behaviors, visual effects, cursor effects, and dynamic caption styles.

- 1. Drag an annotation, behavior, visual effect, cursor effect, or dynamic caption style onto the timeline.
- 2. In the Properties panel, edit the properties to customize.



- 3. Click the 🕂 button to save the custom properties as a new preset.
- 4. The Add Preset dialog appears. Enter a Preset Name and click **OK**.

**Note:** Customizing the preset name is not available for annotations.

Camtasia saves the preset to the Annotations, Behaviors, Visual Effects, Cursor Effects, or Dynamic Captions tab. User-saved presets are indicated with the sicon (Windows only).

Note: To view preset annotations (callouts, arrows, shapes, etc.), select Annotations tab > a subtab > Style dropdown > User.



## **Add Your Favorites**

Add frequently-used annotations, transitions, visual effects, behaviors, animations, cursor effects, and audio effects to the **Favorites** tab.

Package (https://www.techsmith.com/learn/tutorials/camtasia/package-share-camtasia-resources/) your Favorites to share with others to:

- Maintain a consistent look and elements across videos.
- Help your team build professional videos based on your favorite video enhancements.
- Save time by having ready-made enhancements easily accessible.

#### To add to Favorites:

- 1. Click to select the desired tool.
- Hover over the item to add and click the Favorites icon.
   Camtasia adds the item to the Favorites tab.



To remove an item from the **Favorites** tab, click the 🐈 icon.

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## Customize the Editor Tool Order

Quickly move your frequently-used tools to the top in Camtasia Editor.

Click and drag a tool to reposition it within the list of tools.



## Set the Default Editor Tool

Camtasia sets the default tool to the **Automatic** option, which opens the Media Bin or Camtasia Assets subtab when you open or start a new project.



To change the default startup tool:

- On Windows, select Camtasia Editor > Edit menu
   > Preferences > Program tab > Default tool dropdown.
- On Mac, select Camtasia Editor > Camtasia menu
   > Settings > General tab > Default tool dropdown.

## Add Color Labels to Media on Timeline

Assign color labels to media on the timeline to help identify media types or sections while editing.



### **Restore Camtasia Defaults**

Reset default annotations, visual effects, behaviors, cursor effects, audio effects, and dynamic caption styles in the selected tab to the original defaults.

- 1. Click to select one of the Tool tabs.
- Right-click (Windows) or Control+click (Mac) in an empty area in the tab and select **Restore All Default** (Windows) or **Restore Default** (Mac).
   Camtasia restores any deleted application defaults and maintains your existing user-created presets an

Camtasia restores any deleted application defaults and maintains your existing user-created presets and Favorites.

Right-click (Windows) or control-click (Mac) on the media and select **Add Color Label**. Choose the desired color.

# **Build a Video Template to Share**

Create and share a video template to help collaborators quickly build consistent and professional videos.

### **Enhancements to Consider**

Create a new project or update an existing project to save as a video template. Include common video enhancements such as:

Enhancement	Description	Camtasia Asset Category
Placeholders	Placeholders guide video creators on the type of content to replace in the template. Placeholders preserve the canvas position, transitions, effects, audio points, and animations when possible.	
Intros and Outros	Add a consistent title to introduce a video series or to brand videos on your channel. Combine title text with elements in the UI Kit (such as a subscribe button) to drive engagement to your channel or page.	Titles, UI Kit
Lower Thirds	Overlay animations and text to introduce the speaker or scene in a video.	Titles
Background Video	Looping animations or video clips to use as a background or scene in a video.	Dynamic Backgrounds, Footage
Background Music	Instrumental or vocal tracks to use as an audio background or to set a mood for your video.	Music
Effects	Short clips with an alpha channel to accent media. Add callouts or emphasis bursts and sound effects to standardize click effects across a tutorial or video series.	Callouts, Emphasis Bursts, Sound Effects
Device Frames	Computer or mobile device images to provide context around a screenshot or video clip.	Device Frames

Camtasia includes many professionally-designed assets to use as enhancements. Select **Media tab > Assets subtab** to browse categories and assets. To learn more, see Enhance Your Video with Camtasia Assets (https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/). Premade, professionally designed templates are available on the Camtasia Assets website. To import a template from Camtasia Assets, see How to Use a Template (https://www.techsmith.com/learn/tutorials/camtasia/use-a-template/).

### Create a Video Template

- 1. Select File > New Project.
- To add a placeholder, drag the cursor to the desired location on the timeline and select Edit > Add Placeholder or press P on the keyboard.



3. Camtasia adds the placeholder to the timeline. In the Properties panel, enter a title and a note to instruct video creators on the type of content or media specifications for replacing the clip.

<b>_</b>		Ð	<b>N</b>			
Placeholder Properties						
Title Daily Meeting Recording						
Note Drag your recorded media here. Recommended recording size is 1920x1080.						

**Note:** The title appears on the canvas and timeline, but notes appear only in the Properties panel.

- 4. Add other desired enhancements in the project on the timeline or canvas.
- 5. To save the project as a template, select File > Save Project as Template.

6. Enter a template name and click **OK**.

To share the video template, see Share a Video Template.



To customize the thumbnail for the template shown in the Template Manager, drag the playhead to the desired location on the timeline before saving or exporting.

### Edit a Video Template

Ensure video creators maintain your video standards by updating your video templates with the latest branding, logos, and other video updates.

- 1. Select File (Windows) or Camtasia (Mac) > Manage Templates.
- 2. The Template Manager dialog opens. Complete one of the following:
  - Select a template and click New from Template.
  - Click the **T** to select a template file (.camtemplate) from your computer and click **Open**.

Template Manager					
Choose a Template 🛛 🛨	Download more Templates				
Image: state s					
2	New from Template				

- 3. After making the desired edits, select File > Save Project as Template.
- 4. Enter a template name and click **OK**.

- To replace the current template, save with the same file name.
- To designate a template version, add a number to the end of the file name.

### Share a Video Template

Export as a single template (.camtemplate) or add templates, source files, and media to a Camtasia Package (https://www.techsmith.com/learn/tutorials/camtasia/package-share-camtasia-resources/) (.campackage) to share with others.

- 1. Open a saved template in Camtasia Editor.
- 2. Select File > Export > Template.
- 3. Browse to a location and enter a file name.
- 4. Click Save.

Camtasia exports a template (.camtemplate). To build a new video from this template, see How to Use a Template (https://www.techsmith.com/learn/tutorials/camtasia/use-a-template/).

# **Build Your Color Palette (Themes)**

Learn how to create and apply themes to quickly apply styles to callouts, shapes, arrows, and assets to match your personal or corporate brand.

## **Themes Overview**

A theme is a set of preset fonts, colors, and logos used to customize assets in your video. Quickly apply theme presets to maintain consistency across a series of videos.

Export and share individual themes with your team or add to a Camtasia package (https://www.techsmith.com/learn/?post\_type=tutorial&p=182342) to share custom resources.

## Create a Theme

- 1. Select File (Windows) or Camtasia menu (Mac) > Manage Themes.
- 2. The Theme Manager appears. Click the **Create New Theme** button.



- 3. Enter a theme name and click **OK**.
- 4. Click to select the Colors tab.

		Theme Mar	nager			×
Theme Product Brand Colors	• • • +			Pre	eview backgrou	ind 🗸
Colors	Fonts	Logo				
Foreground	- ×					
Background 1						
Background 2	· ×			7		
Accent 1	• ×					
Accent 2	+					
Annotation Background	Background 1	-				
?					Save	Cancel

- 5. Set the theme colors:
  - **Change a Color:** Click a dropdown and select a color from the palette, enter a Hex value, a RGB value, or click the color picker to select a color on the screen.
  - Add a New Color: Click the Add button and select a color.



- Annotation Background: Select a theme color to use as the annotation fill color. See Apply a Theme.
- **Delete a Color:** Click the 🔛 icon.
- 6. Click to select the **Fonts** tab.

Theme Manager					
Theme Product Br	rand Colors 👻 🌞 🕶	+		Preview background 🗸	
Colors	Fonts	Logo			
Font 1	Montserrat	<b>-</b> ×		Toyt	
Font 2	Montserrat Light	▼ ×		Text	
			_		
			Title		
			Subtitle		
?				Save Cancel	

- 7. Set the theme fonts:
  - Change a Font: Click the dropdown and select a font.
  - Add a New Font: Click the Add button and select a font.
  - Delete a Font: Click the 🔛 icon.
- 8. On the **Logo** tab, click the **Browse** button to select an image such as a corporate logo, icon, or company name.

Theme	Product Brand	Colors 🔻	<b>\$</b> -	+	
Colors		Fonts			Logo
	Logo	Bro	wse		
			·		

9. Click **Save** to save the changes to the theme.

Download Additional Themes Online

Customizable themes instantly make your video look more professional and polished with coordinated colors and fonts. No graphic design experience necessary!

## Apply a Theme

- 1. Click to select the annotation or asset on the canvas or timeline.
- 2. Click the **Properties** button to open the Properties panel.
- 3. Complete one of the following to apply a theme or theme property:
  - Automatically Apply Theme Settings: Select a theme from the Theme dropdown.



• **Apply a Specific Theme Setting (color, font, etc.):** Select a theme from the properties dropdown you want to change. If the theme is available for the property, the theme presets appear in the dropdown.



On Mac, you must have the system color picker disabled to view the theme colors. Select **Camtasia menu > Settings** (macOS 13 or later) or **Preferences** (macOS 12 or earlier) **> General tab > uncheck the Enable System Color Picker option**.

Tip: Apply theme settings to grouped properties to create a custom asset.

- 1. Group annotations on the timeline. See How to Use Group Tabs (https://www.techsmith.com/learn/? post\_type=tutorial&p=182316).
- 2. Link properties in the Quick Property Editor to create subgroups and apply theme elements. See Create Custom Assets (https://www.techsmith.com/learn/?post\_type=tutorial&p=182311).

## Add Annotations Based on a Theme

- 1. Click the **Annotations** tab.
- 2. Select Callouts, Arrows and lines, or Shapes subtab.
- 3. Select a theme from the **Theme** dropdown.



4. Camtasia automatically applies the theme colors and fonts to the annotations on the tab. Drag an annotation onto the timeline to add to your video.

## Edit a Theme

- 1. Select File (Windows) or Camtasia menu (Mac) > Manage Themes.
- 2. The Theme Manager appears. Select a theme from the **Theme** dropdown.
- 3. Make desired edits to theme colors, fonts, and logos.
- 4. To change the theme name, click the gear icon 100 and select **Rename**.
- 5. Click Save.

## **Export** a Theme

- 1. Select File (Windows) or Camtasia menu (Mac) > Manage Themes.
- 2. The Theme Manager appears. Click the gear icon and select **Export Theme**.



3. Select the location to save the .camtheme file and click **Save**.
Camtasia saves the theme to your computer.

### Import a Theme

- 1. Select File (Windows) or Camtasia menu (Mac) > Manage Themes.
- 2. The Theme Manager appears. In the Theme dropdown, select a theme to import.
- 3. Click the gear icon  $\mathbf{\Phi}$  and select **Import Theme**.



 Locate the .camtheme file and double-click the file to open into Camtasia. Camtasia imports the .camtheme file into the Theme Manager.

### **Download Additional Themes**

To download additional premade themes, visit the Camtasia Assets website (https://library.techsmith.com/en/camtasia) and select **Themes**.



Click the **Send to Camtasia** button to add the theme to Camtasia. The theme appears in the **Themes** dropdown in the Properties panel and in **File > Manage Themes** dialog.

## Package & Share Camtasia Resources

Create a Camtasia Package (.campackage) to back up and share your Camtasia resources such as templates, shortcuts, libraries, themes, and presets.

Create a Camtasia Package (.campackage) to:

- Share assets with others to quickly create consistent and professional videos.
- Deploy brand assets and resources across multiple computers, teams, or organizations.
- Back up your Camtasia resources.

Packages can include: templates (https://www.techsmith.com/learn/?post\_type=tutorial&p=182343), shortcuts (https://www.techsmith.com/learn/?post\_type=tutorial&p=182359), libraries (https://www.techsmith.com/blog/? post\_type=tutorial&p=182344), themes (https://www.techsmith.com/learn/?post\_type=tutorial&p=182345), tool presets (https://www.techsmith.com/learn/?post\_type=tutorial&p=182310), and export presets.

#### Export a Package

Export a Camtasia Package (.campackage) to share the video resources you used, such as templates and asset libraries, to quickly create consistent and professional videos.

- 1. Open a new or existing project in Camtasia.
- 2. Select File > Export > Package.
- 3. The Package Manager appears. Select the Camtasia resources to export.

Export Package Select items to include in a shareable	Camtasia Package file.	×
TEMPLATES(2)THEMES(0)LIBRARIES(1)SHORTCUTS(0)FAVORITES(0)TOOLS(1)EXPORTER PRESETS(1)	<ul> <li>Select All</li> <li>Vibrant Notebook</li> <li>Tablet Background</li> <li>Mobile Showcase</li> <li>Mobile Background</li> <li>Mobile App Promo</li> <li>EmphasisFX</li> <li>Elevated App Demo Wide (1)</li> <li>Elevated App Demo Vertical (1)</li> <li>Product Review - Physical Product</li> </ul>	
?	Export	Cancel

- 4. Click Export.
- Enter a package name and click Save.
   Camtasia saves the .campackage file. To open the Camtasia Package on another computer, see Import a Package.

#### Import a Package

Import a Camtasia Package (.campackage) to add video resources such as templates, shortcuts, libraries, themes, tool presets, and export presets into Camtasia.

Note: Shortcuts are not cross-platform compatible.

- 1. Open a new or existing project in Camtasia.
- 2. Select File > Import > Package.
- 3. Select the Camtasia Package file (.campackage) to import and click **Open**.
- 4. Click **Replace** (Windows and Mac), **Skip** (Windows and Mac), or **Keep Both** (Mac only) if prompted in the progress dialog.
- A dialog appears and displays a list of imported resources. Click OK. Camtasia imports the selected resources.

# **Customize Shortcuts**

Learn how to customize the Camtasia recording and editing keyboard shortcuts.

Speed up video creation based on your preferences by customizing the recording and editing shortcuts. Export your customized shortcut sets to share with others or to transfer to another computer.

					Preferences			×
F	Program	Timing	Partners	Shortcuts	Project	Advanced		
	Shortcut	5						\$
	Animation an	d Effects	Group				Ctrl+G	
	Canvas Optic	ons	Ungroup				Ctrl+U	
	Program Opt	ions	Split selected	l media			s	
	Project Optic	ons	Split all tracks	s at playhead			Ctrl+Shift+S	
	Timeline Edit	ing	Stitch selecte	ed media			Ctrl+Alt+I	
	Timeline Nav	rigation	Add annotati	on			Shift+N	
	Captions		Extend frame Shift+E					
	Marker and C	Quiz Options	Deselect all Ctrl+D					
	Library Optio	ns	Ripple delete				Ctrl+Backspace	
			Add Placeho	lder			Р	
	Restore defa	ults						
							ОК	Cancel

### **Edit Shortcuts**

- 1. To customize shortcuts:
  - Windows: Select Edit > Preferences > Shortcuts tab.
  - Mac: Select Camtasia > Preferences > Shortcuts tab.
- 2. Click in the field and press the desired key combination.



**Note:** If the keyboard shortcut entered is already assigned to another customizable shortcut, Camtasia unassigns the shortcut for that command and displays a message.

If the keyboard shortcut entered is reserved by system controls or another program, a message appears. Please enter another keyboard shortcut combination.

### **Delete Shortcuts**

• To delete a shortcut, click in the field and click the **Delete** button.



• To delete a shortcut set (Mac only), select the set from the **Shortcut Set** dropdown. Click the 🔯 icon and select **Delete**.

### **Revert to Previous Shortcut**

• To revert to the previously assigned shortcut, click the **Revert** button.



- To restore all shortcuts to the original Camtasia defaults:
  - Windows: Click the Restore defaults button.
  - Mac: Select TechSmith Camtasia Default from the Shortcut Set dropdown.

### **Export Editor Shortcuts**

Note: Shortcut sets are not cross-platform compatible.

- 1. Select Edit (Windows) > Preferences > Shortcuts tab or Camtasia (Mac) > Preferences > Shortcuts tab.
  - On Mac, select the set to export from the Shortcut Set dropdown.
- 2. Click the 🚯 icon and select **Export**.
- 3. Enter a file name, location, and click **Save**.

Camtasia saves the Camtasia Shortcuts file (.camshortcuts on Windows and .camsc on Mac).

### **Import Editor Shortcuts**

Note: Shortcut sets are not cross-platform compatible.

- 1. Select Edit (Windows) > Preferences > Shortcuts tab or Camtasia (Mac) > Preferences > Shortcuts tab.
- 2. Click the 🔹 icon and select Import.
- 3. Select a Camtasia Shortcuts file (.camshortcuts on Windows and .camsc on Mac) and click **Open**.

On Windows, Camtasia overwrites the existing keyboard shortcuts with the new shortcut set. On Mac, Camtasia adds the shortcut set to the dropdown.

General Recording Timeline Project	Shortcuts Shortcuts	
Shortcut Set: RachelShortcu Animation and Effects Canvas Options Captions Library Options Marker and Quiz Options	ts Add last used transition: Add custom animation: Jump to next animation: Jump to previous animation:	^Q ФА ТСК ФК

## **Create Custom Assets**

Create your own custom assets to reuse across multiple projects. Share custom assets with your team to maintain brand identity or a consistent look and feel.

### Create a Custom Asset

Group media on the timeline to create your own custom asset.

1. Add logos and annotations such as callouts, shapes, and lines to the canvas or timeline to build the custom asset.



- 2. Select all media to include in the custom asset. Right-click (Windows) or Control+click (Mac) the selection and select **Group**. See How to Use Group Tabs (https://www.techsmith.com/learn/?post\_type=tutorial&p=182316).
- 3. Click the **Properties** button. The Properties panel displays the editable properties in the group. Complete any of the following to edit the group properties:



- Apply a theme to the entire group. See Build Your Color Palette (Themes) (https://www.techsmith.com/learn/?post\_type=tutorial&p=182345).
- Edit properties individually within the group.

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	allout allout allout allout allout allout allout allout				b			
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	Text	YC	OUR NAME I	RIGHT	HERE	a		
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### **Customize Asset Properties**

The Quick Property Editor allows you to customize the display and organization of properties for a custom asset. Use the Quick Property Editor to:

- Control which properties are available for editing.
- Link assets together to quickly edit multiple assets at one time.
- Create your own descriptive labels for each asset or linked set of assets.



#### Steps

1. Drag the **Reorder** icons up or down to move the assets to be linked next to each other. Link Assets Note: Only Link multiple assets together to edit at one time. assets of the Quick Property Editor same type can Visible Properties be linked. For Callout ۰ 🗆 example, Callout ۵ 💼 callouts with Callout ۰ 🗆 1 other callouts or text with other Callout • text can be Callout ۰ 🗆 linked. 2 ے پ ۰ 🗀 8 Callout Callout • 8 2. Click the Link icon Ito link Callout ۰ 📖 8 an asset with the one above it. YOUR POSITION HERE Text Each linked "child" below Text YOUR NAME RIGHT HERE inherits the properties of the YOUR COMPANY NAME Text Ô **8** "parent" above it. Available Properties 3. Repeat to link any additional assets. You have no available properties 4. Click Save. 4 Cancel **Unlink Assets:** 1. Click the **Unlink** icon to edit the properties individually. 2. Click Save. Label Assets Add descriptive labels to provide context for individual parts of the custom asset. For example: • Distinguish similar items from each other. • Indicate text to enter, such as "Name" and "Job title."



		Quick Prop	erty Editor		×
		Visible P	roperties		
81	Name	\$	ABC	۰ 🗖	⊗≡
8↑	Job title	\$	ABC	۰ 🗆	⊗≡
		Available P	roperties		
	Company	ABC			Ð
	Bottom layer		)		Ð
	Top layer		)		Ð
?				Save	Cancel

property does not appear in the Properties panel and cannot be edited.

3. Click the Add Property icon

to include a property in the Properties panel and allow it to be edited.

 Click Save to view your changes in the Properties panel.

Tip: Reuse and share your custom assets with others.

- To reuse custom assets across projects, add them to a Library. See Reuse Media Across Projects (Asset Libraries) (https://www.techsmith.com/learn/?post\_type=tutorial&p=182344).
- To share a custom asset with others, add it to a Library and then export the Library as a Camtasia Package. See Package & Share Camtasia Resources (https://www.techsmith.com/learn/? post\_type=tutorial&p=182342).

## Learn About Camtasia Files

Learn about Camtasia project and recording files along with best practices to keep your project files organized.

### **Camtasia File Types**

File Format	Description
Recording Files (TREC)	Default file format produced after recording in Camtasia Recorder. TREC stores audio, screen recording, camera recording, and metadata into a single package.
	<b>Note:</b> TREC files can only be opened in Camtasia.
	Video project file that saves any edits completed on the timeline and references the
Project Files	location on your computer of any recordings and source files in the Media Bin.
	Open the TSCPROJ project file at any time to update, collaborate, or export a video to share.
	<b>Note:</b> TSCPROJ files can only be opened in Camtasia.

#### **Manually Save Recordings**

By default, Camtasia automatically names and saves all TREC recordings to the Camtasia folder located here:

- Windows: C:\Users\username\Documents\Camtasia
- Mac: Users/username/Movies/Camtasia 2023/Temporary Recordings

You can configure Camtasia Recorder to open a Save dialog to enter a file name and location for each TREC recording file after recording.

#### Windows:

- 1. In Camtasia Recorder, select **Tools > Options**.
- 2. The Recorder Preferences dialog appears. Click the Files tab.
- 3. Select the **Prompt for file name** option.
- 4. Click **OK**.

#### Mac:

- 1. Select Camtasia 2023 menu > Settings (macOS 13 or later) or Preferences (macOS 12 or earlier) > Recording tab.
- 2. In the After recording dropdown, select the Prompt to Save option.

After stopping the recording, a Save dialog appears where you can enter a file name and save the recording to your desired location.

### **File Management Tips**

Video file management can be overwhelming. Here are some tips and common workflows we use at TechSmith to help you get started:

• When starting a new video project, set up a directory to save all the source files such as audio, recordings, scripts, etc. into one location for your video project. Here's an example folder structure:



• After recording, move the recording files (TREC) from the default Camtasia folder into your video project directory. To skip this step, you can set Camtasia Recorder to prompt for a file name and location after recording, see Manually Save Recordings.



• To add recordings and other media into your video project file (TSCPROJ), select Camtasia > File > Import >

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**Media**. Select the files in your project directory. Camtasia imports the files into the Media Bin. To learn more about adding source files to your project and supported file formats, see Import & Manage Your Media (Media Bin) (https://www.techsmith.com/learn/?post\_type=tutorial&p=182296).

- To archive a video project, create a backup, or to move the project to another computer, select File > Export
   > Zipped Project (Windows) or File > Export > Project for Windows (Mac) to save the final project as a ZIP file.
  - **Important:** Make sure you can open the zipped project in Camtasia (**File > Import > Zipped Project**) and that the project contains all of the source files before deleting any files from your computer.
- Do you frequently reuse the same video assets? See Reuse Media Across Projects (Asset Libraries) (https://www.techsmith.com/learn/?post\_type=tutorial&p=182344) to learn how to save assets to the Library for reuse across all of your Camtasia video projects.

Туре	Description
Asset Files	Enhance your Camtasia (https://www.techsmith.com/video-editor.html) videos with assets downloaded from the TechSmith Assets for Camtasia website or save your own asset files (https://www.techsmith.com/learn/?post_type=tutorial&p=182344).
	See Download & Install TechSmith Assets (https://www.techsmith.com/learn/? post_type=tutorial&p=182349).
Library	Download or save intros, animated backgrounds, icons, lower thirds, music, groups, annotations, and more to the Library to use in other projects.
Library	See Reuse Media Across Projects (Asset Libraries) (https://www.techsmith.com/learn/? post_type=tutorial&p=182344).
	Create a Camtasia Package (.campackage) to back up and share your Camtasia resources.
Packages	See Package & Share Camtasia Resources (https://www.techsmith.com/learn/? post_type=tutorial&p=182342).
	Create and share a video template to help video collaborators quickly build consistent and professional videos.
Templates	See Build a Video Template to Share (https://www.techsmith.com/learn/? post_type=tutorial&p=182343) or How to Use a Template (https://www.techsmith.com/learn/? post_type=tutorial&p=182297).
Themes	Quickly apply theme presets containing colors, fonts, and logos to maintain consistency across a series of videos.
	See Build Your Color Palette (Themes) (https://www.techsmith.com/learn/? post_type=tutorial&p=182345).

### **Other Camtasia Files**

Export File	Export and share a video file based on the sequence of media (recordings, video clips, audio clips, images, and effects) on the timeline.
Formats	See Export & Share Your Video (https://www.techsmith.com/learn/?post_type=tutorial&p=182298) or Export an Audio File (https://www.techsmith.com/learn/?post_type=tutorial&p=196536).
Import File Formats	Import different media types into your project to use on the project timeline.
	See Import & Manage Your Media (Media Bin) (https://www.techsmith.com/learn/? post_type=tutorial&p=182296).

## Learn About Standalone Projects

Keep your Camtasia project files organized with standalone project folders.

### **About Camtasia Projects**

The Camtasia Project file format (.tscproj) allows you to quickly save and share your video project files.

- Share a Camtasia standalone project to build and collaborate on a video with others.
- Share a Camtasia standalone project to work on a video across computers, such as between work and personal computers.

The standalone project includes all media and assets used in the video project. When you save a new Camtasia project, the **Create standalone project** option is selected by default.



### Save a Project

- 1. Select File (Windows) or Camtasia 2022 (Mac) > Save As.
- 2. The Save As dialog appears. Enter a project name and choose a file location.
- 3. Make sure the **Create standalone project option** is enabled. This options includes all media and assets used in the video in the project file.
- 4. Click Save.

#### **Share a Project**

Create a zip file to back up or share your project. Zip files contain the Camtasia Project file (.tscproj), content in the Media Bin, and enhancements added to the project.

**Note:** To export all Camtasia resources, including asset libraries, presets, themes, and templates, see Package and Share Camtasia Resources (https://www.techsmith.com/learn/? post\_type=tutorial&p=182342).

#### Share a Project to the Same Platform

- 1. In Camtasia Editor:
  - Windows: Select File > Export > Zipped Project.
  - Mac: Select File > Save As.
- 2. Enter the project name and choose a file destination.
- 3. Click Save.

Camtasia saves a zipped project file to your computer.

#### Share a Project to Another Platform

- 1. In Camtasia Editor, select File > Export > Project for Windows/Mac.
- 2. If you receive a warning about incompatibility or partially supported media in the project, click **Continue** to export the project.

Partially Supported		
Visual Effect: Tap and Hold		
?	Cancel	Continue

- 3. Enter the project name and choose a file destination.
- 4. Click **OK**.

Camtasia saves a zipped project file to your computer.

**Note:** To learn about media and effects that are not supported across platforms, see Incompatible Media and Effects.

### **Open a Project**

#### ▼ Import a Project on the Same Platform

- 1. Select File > Import > Zipped Project.
- 2. Browse to the location of the zipped file.
  - Windows: Click Import.
  - Mac: Click Open.
- 3. A save dialog appears. Click **Save** to import the project including all media and assets to the selected location.

Camtasia opens the project.

#### Import a Project on Another Platform

- 1. In Camtasia Editor, select File > Import > Zipped Project.
- 2. If you receive a warning about incompatible or partially compatible media in the project, click **Continue** to open the project.

Partially Supported		
Visual Effect: Tap and Hold		
?	Cancel	Continue

Incompatible media displays as a placeholder on the timeline. If you open the project on the original platform, the media is visible.

**Note:** To learn about media and effects that are not supported across platforms, see Incompatible Media and Effects.

#### **Incompatible Media and Effects**

The Camtasia Project file format (.tscproj) is cross-platform compatible. However, not all media and effects are supported across platforms.

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## **Discover the Properties Panel**

The Properties panel in Camtasia allows you to customize media, annotations, behaviors, effects, and assets added to the timeline.

The Properties panel shows the available options to customize media (https://www.techsmith.com/learn/tutorials/camtasia/import-manage-media/), annotations (https://www.techsmith.com/learn/tutorials/camtasia/annotations/), behaviors (https://www.techsmith.com/learn/tutorials/camtasia/animation-behaviors/), effects (https://www.techsmith.com/learn/tutorials/camtasia/visual-effects/), and assets (https://www.techsmith.com/learn/tutorials/camtasia/install-assets/) on the timeline or canvas.

Option	Edit Properties
<b>Open Properties</b> (media, annotations, behaviors, or effects)	<ul> <li>1. Click to select media on the timeline.</li> <li>For effects and behaviors, click the Show Effects tray icon on the media and click the effect or behavior.</li> </ul>
	2. Click the <b>Properties</b> button.
<b>Edit Quick Properties for</b> <b>Assets</b> Edit properties such as titles, logos, colors, text, and more for assets.	<ul> <li>1. Click to select asset on timeline.</li> <li>2. Click the Properties button.</li> <li>Properties</li> <li>3. On the Quick Properties tab, edit the desired properties.</li> </ul> Title [Color 1] [Rectangle] [Color 2] [Rectangle] [Color 2] [Rectangle] [Color 2] [Rectangle] [Color 3] [Color 2] [Rectangle] [Color 3] [Color 3
	Assets (https://www.techsmith.com/learn/tutorials/camtasia/create-custom-assets/).
View Effect Properties	1. Click to select media on timeline.

Option	Edit Properties
added to media, you may have to scroll to view all the properties available.	<ul> <li>2. Click the Properties button.</li> <li>Properties</li> <li>3. Drag the scroll bar in the Properties panel.</li> <li>Rec 03-01-21 (Screen)</li> </ul>
	Position:       X       0.0         Y       0.0         Z       0.0         Width:       1,920.0         Height:       1,080.0
Reset to Default Settings	Click the 🕤 button in the properties.
<b>Preview Effects</b> Turn an effect, transition, or behavior on/off. Disabled effects are not applied in the preview or exported video.	<ul> <li>1. Click to select media on timeline. For effects or behaviors, click the Show Effects tray icon on the media. Click to select the effect or behavior.</li> <li>Track 3 a final field of the select of the</li></ul>

Option	Edit Properties
<b>Delete</b> Remove the applied effect, animation, or behavior from media on the timeline.	Click the button in the properties.
Add a Preset Save annotations, behaviors, and effects.	<text><list-item></list-item></text>

## **Camtasia Shortcuts**

Quickly reference the keyboard shortcuts in Camtasia.

**Note:** Shortcuts are tested on a QWERTY keyboard. Some shortcuts may not work with the keyboard you use. To customize the shortcuts:

- On Windows, select Edit > Preferences > Shortcuts tab.
- On Mac, select Camtasia > Settings.

See Customize Camtasia Shortcuts (https://www.techsmith.com/learn/tutorials/camtasia/customize-camtasia-shortcuts/).

### **Recorder Options**

Option	Customizable	Windows Shortcut	Mac Shortcut
New recording	No	Ctrl+R	Ctrl+R
Start/pause recording	Yes	F9	Command+Shift+2
Stop recording	Yes	F10	Command+Option+2
Add marker while recording	Yes	Ctrl+M	Shift+Ctrl+Option+Command+M

### **Animations and Effects**

Option	Customizable	Windows Shortcut	Mac Shortcut
Add last used transition	Yes	Shift+T	Shift+T
Add custom animation	Yes	Shift+A	Shift+A
Jump to next animation	Yes	Alt+I	Option+I
Jump to previous animation	Yes	Shift+I	Shift+I
Start/stop narration recording	Yes	Ctrl+Shift+V	_

## **Canvas Options**

Option	Customizable	Windows Shortcut	Mac Shortcut
Zoom in on canvas	Yes	Ctrl+Equal sign -Or- Scroll Wheel	Command+Equal sign -Or- Scroll Wheel
Zoom out on canvas	Yes	Ctrl+Minus -Or- Scroll Wheel	Command+Minus -Or- Scroll Wheel
Center canvas	Yes	Alt+C	Option+C
Preview media outside of group	Yes (Mac only)	_	Shift+Command+G
Pan to here	Yes (Mac only)	_	Command+Option+Z
Scale to fit	Yes (Mac only)	_	Command+Option+F
Scale to fill	Yes (Mac only)	_	Shift+F
Pan and scale to 200%	Yes (Mac only)	_	Command+Option+4
Pan and scale to 100%	Yes (Mac only)	_	Command+Option+3
Pan and scale to 50%	Yes (Mac only)	_	Command+Option+2
Pan and scale to 25%	Yes (Mac only)	_	Command+Option+1
Enable/disable canvas snapping	Yes (Windows only)	Ctrl+Semicolon	Command+Semicolon
Move selected media left	No	Left Arrow Key	Left Arrow Key
Move selected media right	No	Right Arrow Key	Right Arrow Key
Move selected media up	No	Up Arrow Key	Up Arrow Key
Move selected media down	No	Down Arrow Key	Down Arrow Key

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Move media 10 pixels	No	Shift+Arrow Key	Shift+Arrow Key
Change size of selected media on canvas	No	Ctrl+Scroll Wheel	_
Exit full screen canvas view	No	Esc	Esc
Maintain aspect ratio while resizing media (excludes annotations)	No	Drag corner handle on selected media to resize	Drag corner handle on selected media to resize
Override aspect ratio when resizing (excludes annotations)	No	Hold Shift and drag corner handle on selected media to resize	Hold Shift and drag corner handle on selected media to resize
Resize media with aspect ratio and maintain center point (excludes annotations)	No	Hold Ctrl and drag corner handle on media to resize	Hold Command and drag corner handle on media to resize
	No	<ol> <li>Select media on canvas.</li> <li>Hold Shift+Ctrl while dragging media.</li> </ol>	
Freely rotate media (3D)		<b>Note:</b> Do not use side or rotate handles.	_

# **Program Options**

Option	Customizable	Windows Shortcut	Mac Shortcut
Show/hide tools panel	Yes	Ctrl+1	Command+1
Show/hide properties panel	Yes	Ctrl+2	Command+2
Attach/detach timeline	Yes	Ctrl+3	Command+3 (On Timeline Navigation tab on Mac)
Open media bin subtab	Yes	В	В

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Open Camtasia assets subtab	Yes	E	E
Open library subtab	Yes	R	R
Open favorites tab	Yes	F	F
Open annotations tab	Yes	Ν	Ν
Open transitions tab	Yes	Т	т
Open behaviors tab	Yes	0	0
Open animations tab	Yes	А	А
Open cursor effects tab	Yes	U	U
Open voice narration tab	Yes	V	V
Open audio effects tab	Yes	D	D
Open visual effects/video effects tab	Yes	х	Х
Open gesture effects tab	Yes (Mac only)	_	G
Open captions tab	Yes	С	_
Launch home dialog	Yes	Ctrl+H	Command+Period
Launch preferences dialog	Yes (Windows only)	Ctrl+Comma	Command+Comma
Launch recorder	Yes (Windows only)	Ctrl+R	Ctrl+R
Launch Camtasia Audiate recorder	Yes (Windows only)	Ctrl+Alt+A	_
Launch Snagit Image Capture	Yes (Windows only)	Ctrl+Alt+S	
Import package	Yes	Ctrl+Shift+P	Ctrl+Shift+P
Export package	Yes	Ctrl+Shift+E	Ctrl+Shift+E
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Maximize or de-maximize window (Mac)	Yes (Mac only)	See below – Maximize/Minimize window (Windows)	Command+Shift+M
Hide other programs	No	_	Command+Option+H
Maximize/Minimize window (Windows)	No	Maximize: Windows logo key+Up Arrow Minimize: Windows logo key+Down Arrow	See above – Maximize or de-maximize window (Mac)
Exit/quit Camtasia	No	Alt+F4	Command+Q
Close window	No	_	Command+W
Symbols and emojis	No	_	Ctrl+Command+Spacebar
Enter full screen program	No	_	Command+Shift+F
Display system menu	No	Alt+Spacebar	_
Activate menus	No	Alt+First letter of menu	_
Remove focus or close current control, menu, or dialog box	No	Esc	Esc

## **Project Options**

Option	Customizable	Windows Shortcut	Mac Shortcut
Import media into media bin	Yes	Ctrl+l	Command+I
Export frame as	Yes	Ctrl+F	Ctrl+F
Export to local file (Windows) Export (Mac)	Yes	Ctrl+E	Command+E
Export frame at playhead	Yes	Ctrl+Shift+F	Ctrl+Shift+F
New project	No	Ctrl+N	Command+N
Open project	No	Ctrl+S	Command+O
Save project	No	Ctrl+S	Command+S

	1		
Launch online help	No	F1	_

# **Timeline Editing**

Option	Customizable	Windows Shortcut	Mac Shortcut
Group	Yes	Ctrl+G	Command+G
Ungroup	Yes	Ctrl+U	Command+U
Add audio point	Yes (Mac only)	_	Ctrl+Shift+A
Open group	Yes (Windows only)	Ctrl+Shift+G	Ctrl+Shift+G
Close group	Yes (Windows only)	Ctrl+Shift+U	Ctrl+Shift+U
Silence audio	Yes	Shift+S	Option+S
Restore audio	Yes	Shift+R	Option+R
Split selected media at playhead	Yes	S	Command+T
Split all tracks at playhead	Yes	Ctrl+Shift+S	Command+Shift+T
Stitch selected media	Yes	Ctrl+Alt+I	Command+Option+I
Remove all stitches from selected track	Yes	Ctl+Shift+\	Command+Shift+\
Add annotation	Yes	Shift+N	Shift+N
Extend frame	Yes (Windows only)	Shift+E -Or- Hold Alt and drag end of clip	Hold Option and drag end of clip
Duration	Yes (Mac only)	_	Ctrl+D
Copy Properties	Yes	_	Command+Shift+C
Paste Properties	Yes	_	Command+Shift+V

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Copy Effects	Yes (Windows only)	_	_
Paste Effects	Yes (Windows only)	_	_
Add selection to library	No	Ctrl+Shift+A	_
Add placeholder	Yes	Р	Ρ
Convert to placeholder	Yes	Ctrl+Alt+P	_
Deselect all	Yes (Windows only)	Ctrl+Shift+D	Command+Shift+A
Select all	No	Ctrl+A	Command+A
<ul> <li>Ripple delete</li> <li>Copies to clipboard (Mac only)</li> <li>No gap</li> <li>Stitches media together on timeline</li> <li>Deletes selection and shifts all timeline media left</li> </ul>	Yes (Windows only)	<ol> <li>Make a selection on timeline.</li> <li>Press Ctrl+Delete or Backspace.</li> </ol>	<ol> <li>Make a selection on timeline.</li> <li>Press Command+Delete or Backspace.</li> </ol>
Cut <ul> <li>Copies to clipboard</li> <li>No gap (Windows only)</li> <li>Stitches media together on timeline (Windows only)</li> </ul>	No	Ctrl+X	Command+X
Duplicate	Yes (Windows only)	Ctrl+D	Command+D
Сору	No	Ctrl+C	Command+C
Delete Leaves space on timeline	No	Delete	Delete

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Paste	No	Ctrl+V	Command+V
Redo	No	Ctrl+Y	Command+Shift+Z
Undo	No	Crl+Z	Command+Z
Pan	No	Hold Spacebar and drag canvas	Hold Spacebar and drag canvas
Crop	No	Hold Alt and drag handles	Hold Alt and drag handles
Open media bin tab	No	В	В
Increase/decrease properties	No	Drag handles/sliders to adjust number -Or- Type number -Or- Click number and use Up/Down Arrow to increase or decrease number	Drag handles/sliders to adjust number -Or- Type number -Or- Click number and use Up/Down Arrow to increase or decrease number

# **Timeline Navigation**

Option	Customizable	Windows Shortcut	Mac Shortcut
Play/pause/stop video	No	Spacebar	Spacebar
Return playhead	Yes	Ctrl+Alt+M	Ctrl+Option+Spacebar
Move playhead to previous clip	Yes	Ctrl+Alt+Comma	Ctrl+Comma
Move playhead to next clip	Yes	Ctrl+Alt+Period	Ctrl+Period
Step backward on timeline	Yes	Comma	Comma
Step forward on timeline	Yes	Period	Period
Zoom in	Yes	Ctrl+Shift+Equal -Or- Ctrl+Scroll Wheel	Command+Shift+Equal -Or- Command+Scroll Wheel
Zoom out	Yes	Ctrl+Shift+Minus -Or- Ctrl+Scroll Wheel	Command+Shift+Minus -Or- Command+Scroll Wheel

Zoom to fit Shows all media on timeline	Yes	Ctrl+Shift+7 -Or- Ctrl+Scroll Wheel	Command+Shift+0 -Or- Command+Scroll Wheel
Zoom to max Shows maximum timeline view	Yes	Ctrl+Shift+9 -Or- Ctrl+Scroll Wheel	Command+Shift+9 -Or- Command+Scroll Wheel
Make timeline selection	No	Hold Ctrl and drag playhead	Hold Command and drag playhead
Zoom to selection	Yes	Ctrl+Shift+8	Command+Shift+8
Jump to beginning of timeline Move playhead to beginning	Yes	Ctrl+Home	Command+Return
Jump to end of timeline Move playhead to end	Yes	Ctrl+End	Command+Shift+Return
Jump to specific time	Yes	_	_
Extend selection to next clip	Yes	Ctrl+Shift+Alt+Right Arrow	Command+Shift+Option+Period
Extend selection to previous clip	Yes	Ctrl+Shift+Alt+Left Arrow	Command+Shfit+Option+Comma
Extend selection range left	Yes	Shift+Comma	Shift+Comma
Extend selection range right	Yes	Shift+Period	Shift+Period
Move up or down through tracks	No	Scroll Wheel -Or- Drag scroll bar	Scroll Wheel -Or- Drag scroll bar
Increase track heights	Yes	Alt+Equal sign	Option+Equal sign
Decrease track heights	Yes	Alt+Minus	Option+Minus
Extend selection to timeline beginning	Yes (Windows only)	Ctrl+Shift+Home	_
Extend selection to timeline end	Yes (Windows only)	Ctrl+Shift+End	_
Select succeeding media	Yes	Alt+Right Arrow	_
Select preceding media	Yes	Alt+Left Arrow	_

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Select all media to left of playhead	Yes (Windows Only)	Ctrl+Alt+J	_
Select all media to right to right of playhead	Yes (Windows Only)	Ctrl+Alt+L	_
Select all timeline to left	Yes (Mac Only)	_	Ctrl+Shift+Left Arrow
Select all timeline to right	Yes (Mac Only)	_	Ctrl+Shift+Right Arrow
Increase reverse playback speed	Yes (Windows only)	J	J
Decrease reverse playback speed	No	Shift+J	Shift+J
Step backward one frame	No	K+J	K+J
Step backward 1/2 second	No	Shift+K+J	Shift+K+J
Stop Playback	Yes (Windows only)	к	К
Increase forward playback speed	Yes (Windows only)	L	L
Decrease forward playback speed	No	Shift+L	Shift+L
Step forward one frame	No	K+L	K+L
Step forward 1/2 second	No	Shift+K+L	Shift+K+L
Select first or next media at playhead	Yes	_	_
Select all media at playhead	Yes	_	_
Ripple Split <ul> <li>Inserts space on timeline</li> </ul>	No	Hold Shift and drag	Hold Shift and drag playhead

<ul> <li>Moves everything to the right of the playhead</li> </ul>		playhead	
Ripple move	No	<ol> <li>Select clip on timeline.</li> <li>Hold Shift and drag media.</li> </ol>	
Ripple trim Extends/reduces media duration without creating space	No	Hold Shift and drag end of media in/out	
Ripple split and move everything on track at playhead	No	Hold Shift and drag playhead	Hold Shift and drag playhead
Temporarily disable snapping	No	Hold Ctrl and drag media	Hold Ctrl and drag media
Enable timeline snapping	No	_	Command+Shift+Semicolon
Attach/detach timeline	Yes	Ctrl+3 (On Program Options tab on Windows)	Command+3

## Captions

Option	Customizable	Windows Shortcut	Mac Shortcut
Add caption	Yes	Shift+C	Shift+C
Increase caption duration	Yes (Windows only)	Ctrl+Alt+]	Command+]
Decrease caption duration	Yes (Windows only)	Ctrl+Alt+[	Command+[
Next caption	No	Tab	Tab
Previous caption	No	Shift+Tab	Shift+Tab
Replay current caption segment (Loop button)	No	Enter -Or- Click Loop button	Enter -Or- Click Loop button

## **Timeline Tray Options**

Option	Customizable	Windows Shortcut	Mac Shortcut
Add marker	Yes	Shift+M	Shift+M
Add quiz	Yes	Shift+Q	Shift+Q
Show/hide marker view	Yes	Ctrl+M	Ctrl+M
Show/hide quiz view	Yes	Ctrl+Q	Ctrl+Q
Show/hide transcript view	Yes	Ctrl+T	Ctrl+T
Next marker	Yes	Ctrl+]	Ctrl+]
Previous marker	Yes	Ctrl+[	Ctrl+[
Select next marker Extend selection to next marker	Yes	Ctrl+Shift+]	Ctrl+Shift+]
Select previous marker Extend selection to previous marker	Yes	Ctrl+Shift+[	Ctrl+Shift+[
Next quiz (jump to and select)	Yes	Ctrl+0	Ctrl+0
Previous quiz (jump to and select)	Yes	Ctrl+9	Ctrl+9

## Library Options

Option	Customizable	Windows Shortcut	Mac Shortcut
Import to library	Yes (Windows only)	Ctrl+Shift+I	_
Add selection to library	Yes	Ctrl+Shift+A	Command+Option+A
Open library tab	No	R	R
Collapse selected folder Move upwards to parent	No	Left Arrow -Or- Double-click	Left Arrow -Or- Double-click
Expand selected folder	No	Right Arrow	Right Arrow

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		-Or- Double-click	-Or- Double-click
Collapse all folders	No	Ctrl+Left Arrow	Command+Left Arrow
Expand all folders	No	Ctrl+Right Arrow	Command+Right Arrow
Collapse/expand subfolders	No	Alt+Click	Option+Click
Select next element upwards	No	Up Arrow	Up Arrow
Select next element downwards	No	Down Arrow	Down Arrow
Scroll to top	No	Home	Fn+Left Arrow
Scroll to bottom	No	End	Fn+Right Arrow
Scroll to and select top	No	Ctrl+Home	Option+Command+Up Arrow
Scroll to and select bottom	No	Ctrl+End	Option+Command+Down Arrow
Scroll upwards by height of view	No	Page Up	Fn+Up Arrow
Scroll downwards by height of view	No	Page Down	Fn+Down Arrow
Delete selected items (In custom library)	No	Delete	Delete
Multi-select items	No	Shift+Click -Or- Shift+Arrow Key	Shift+Click -Or- Shift+Arrow Key
Add/remove item from selection	No	Ctrl+Click	Command+Click
Enter asset rename mode (In custom library)	No	F2	Enter

## Text Options for Annotations

Option	Windows Shortcut	Mac Shortcut
Edit text	_	Option+Return
Bold	Ctrl+B	Command+Shift+B
Italic	Ctrl+I	Command+Shift+I

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Select one character right of the cursor	Shift+Right Arrow	Shift+Right Arrow
Select one character left of the cursor	Shift+Left Arrow	Shift+Let Arrow
Select all characters after the cursor	Shift+Down Arrow	Shfit+Down Arrow
Select all characters before the cursor	Shift+Up Arrow	Shift+Up Arrow
Underline	Ctrl+U	Command+Shift+U
Copy selected text	Ctrl+C	Command+C
Paste text	Ctrl+V	Command+V
Undo	Ctrl+Z	Command+Z
Redo	Ctrl+Y	Shift+Command+Z
Delete text	Select text and press Delete	Select text and press Delete
Align left	_	Select text and press Command+Shift+Left Bracket
Align center	_	Select text and press Command+Shift+Backslash
Align right	_	Select text and press Command+Shift+Right Bracket
Copy style	_	Command+Option+C
Paste style	_	Command+Option+V
Show special characters	_	Ctrl+Command+Spacebar

## PowerPoint Add-In Shortcuts

Option	Window Shortcut
Record	Ctrl+Shift+F9
Pause	Ctrl+Shift+F9
Stop	Ctrl+Shift+F10

## macOS Permissions

Learn how to enable permissions for Camtasia on macOS 10.14 or later.

Permissions are required for TechSmith Camtasia (https://www.techsmith.com/video-editor.html) to capture video and access the OS Photo Library. A dialog appears the first time Camtasia runs on macOS 10.14 or later.

<u> </u>		Cystem Fermissions		
	Camtasia needs additional permissions Camtasia needs system level permissions to capture and access videos. To change permissions at a later time, ope Preferences.			open System
	Ļ	Microphone Enable to record audio from an external source such as a headset.	🙁 Disa Edit System Permiss	bled io
		Webcam Enable to record video from an external source such as a webcam.	<mark>ו Disa</mark> Edit System Permiss	bled io
	<b>1</b>	Photos Enable to allow access to Photo Library.	Enat	le
		System Audio Enable to install a component required to record system audio.	Enal	ble
	+	Screen Capture (Required) Required to capture images or videos of the screen.	<mark>ו Disa</mark> Edit System Permiss	bled io
	ŧ	Accessibility Enable to capture keystrokes in a video recording to apply keystroke effects.	🔀 Disa Edit System Permiss	bled io
		0 of 6 Enabled		Done

To open the Camtasia System Permissions dialog again, click **Camtasia > Settings** (macOS 13 or later) or **Preferences** (macOS 12 or earlier) **> General tab > Camtasia System Permissions**.

### **Enable Permissions in Camtasia**

- 1. In the Camtasia System Permissions dialog, click **Edit System Permissions** or the **Enable** button for a permission.
- 2. Complete one of the following:
  - **macOS 13 or later:** The Privacy & Security settings dialog opens. Click the corresponding Camtasia version checkbox in the right column to allow the permission.
| •••                                 | Accessibility  |
|-------------------------------------|--|
| Q Search                            | Allow the applications below to control your computer. |
| 🔊 Sound                             | AEServer   |
| C Focus                             | 🎍 Break Time   |
| O General                           | Camtasia 2022  |
| Appearance                          | Uropbox  |
| (1) Accessibility                   | 📫 Microsoft Teams                                      |
| 😁 Control Center 🌔 Siri & Spotlight | Snagit 2023  |
| Privacy & Security                  | SnagitHelper2023                                       |
| Desktop & Dock                      | zoom 💽   |
| 🔅 Displays                          | +   -  |
| 🍪 Wallpaper                         |  |

• **macOS 12 or earlier:** The Security & Privacy > Privacy tab dialog appears. Click the corresponding Camtasia version checkbox in the right column to allow the permission.

	< > IIII Security	& Privacy	Q Search
	General	FileVault Firewall Privacy	
7	Location Services	Allow the apps below to control y	our computer.
	Contacts	AEServer	
17	Calendars	🗆 🚺 Camtasia 2021	
	Reminders	🗸 😆 Dropbox	
	Photos	🗸 🛄 Parallels Desktop	
	Camera		
<b>U</b>	Microphone	+ -	
<b>ф</b>	Speech Recognition		
	Accessibility		
Click	the lock to prevent further ch	anges.	Advanced

3. After a permission is enabled, a prompt to exit Camtasia appears. Click **Quit & Reopen** or click **Later** to manually restart Camtasia at a later time after all desired permissions are enabled.

1

**Note:** It is recommended to enable all permissions before restarting Camtasia. If you do not restart after permission changes, Camtasia may display unpredictable behavior.

### **Manually Edit Permissions**

- 1. Complete one of the following:
  - macOS 13 or later: Open Mac System Settings > Privacy & Security. Click the permission type in the right column.

•••	Privacy & Security		
Q Search	🜸 Photos	>	
Notifications	Bluetooth	> 0	
🚺 Sound	_		
C Focus	Microphone	>	
Screen Time	Camera	>	
🕑 General	<b>A</b> 11-11		
Appearance	HomeKit		
(1) Accessibility	Speech Recognition	>	
😑 Control Center	0		
💽 Siri & Spotlight	Media & Apple Music		
Privacy & Security	Files and Folders	>	
E Desktop & Dock	Full Disk Access		
🔅 Displays	0		
🛞 Wallpaper	S Focus	>	
📴 Screen Saver	(i) Accessibility	>	
Battery			
Lock Screen	Input Monitoring	>	
Touch ID & Password	O Screen Recording	>	

 macOS12 or earlier: Open Mac System Preferences > Security & Privacy > Privacy tab. Click the permission type in the left column.

Genera	al FileVault Firewall Privacy
Location Services	Allow the apps below to control your computer.
Contacts	AEServer
Calendars	Camtasia 2021
Reminders	🗸 😆 Dropbox
Photos	V Parallels Desktop
Camera	
Microphone	+ -
네마 Speech Recognition	
Accessibility	

- 2. Click the corresponding Camtasia version checkbox in the right column to allow the permission.
- 3. If Camtasia is running and a permission is allowed, a prompt to exit Camtasia appears. Click **Quit & Reopen** or click **Later** to manually restart Camtasia at a later time after all desired permissions are enabled.

**Note:** It is recommended to enable all permissions before restarting Camtasia. If you do not restart after permission changes, Camtasia may display unpredictable behavior.

# **Crisp & Clear Screen Recordings**

Learn how to set recording dimensions, project dimensions, and export settings to get crisp, clear video.

The following items can impact video quality:

- Recording Dimensions: The size of your recording. If you record full screen, the recording dimensions are usually the same as the resolution of your monitor.
- Project Settings: The size of your canvas in Camtasia, the editing frame rate, and audio levels.
- Export Settings: The options you choose when exporting your video, including the size of your video.

Adjust these settings to produce high video quality.

### **Recording Dimensions**

One way to get a crisp, clear screen recording is to display your screen video at its original recording size, which avoids any scaling.

Scaling stretches or shrinks a screen recording to display it at a different size than the original recording. Scaling decreases quality and causes videos to appear blurry or distorted. See Scaling Tips to learn when scaling is necessary or how to use scaling to your advantage.

#### Tip: Start with the recording dimensions.

If you know the desired dimensions for your final video, enter these dimensions into the Width and Height fields in Camtasia Recorder for your source recording. See Record, Edit, Share (https://www.techsmith.com/learn/?post\_type=tutorial&p=182295).

### **Project Settings**

Set the canvas dimensions, editing frame rate, and audio levels during the editing phase of your project.

#### **Canvas Dimensions**

Once you have a recording, set the canvas dimensions to the same as your recording dimensions.

Tip: Change the canvas dimensions before you begin editing your video.

Changing the dimensions after editing can skew the look of edited media.

1. Select the Magnification dropdown > Project Settings.



- 2. The Project Settings dialog appears.
  - To select a standard video size, click Canvas Dimensions (Windows) or Dimensions (Mac) and select a preset.

1		
F	×	
Canvas Dimensions:	FHD (1920x1080)	▼
Width:	HD (1280x720)	
	FHD (1920x1080)	
Height:	2K (2048x1080)	
Color:	QHD (2560x1440)	
	4K UHD (3840x2160)	
Frame Rate:	Square	
✓ Auto-normalize lo	1:1 Small (600x600)	
	1:1 Large (1080x1080)	
	Vertical	
	4:5 Small (600x750)	icel
	4:5 Large (1080x1350)	
	9:16 FHD (1080x1920)	
	Fit To Visible	
	Custom	

• To enter custom width and height, click **Canvas Dimensions** and select **Custom**. Enter dimensions (in pixels) into **Width** and **Height** fields.



Note: Click the lock icon 🔚 to enable or disable the aspect ratio lock.

3. Click Apply.

#### **Editing Frame Rate**

Frame rates typically vary throughout a video. Record, edit, and share videos at the same frame rate to maintain video quality.

**Note:** To edit and export a video at a high target frame rate (60 fps), your timeline must include high frame rate video clips.

1. Right-click (Windows) or Control+click (Mac) the media in the Media Bin and select **Details** to view the actual media frame rate.



2. Select the **Magnification dropdown > Project Settings > Frame Rate dropdown** to change the editing frame rate.

Project Settings			
Canvas Dimensions: 1080p HD (1920x1080)	-		
Width:	1920 🛓		
Height:	1080 🛓		
Color:	•		
Frame Rate:	30 fps 🔻		
✓ Auto-normalize loudness	30 fps 60 fps		
? Apply	Cancel		

3. Click Apply.

#### **Consistent Audio Levels**

Crisp, clear audio is also a key element of video quality. Enable the **Auto-normalize loudness** option to automatically adjust the audio loudness across clips to maintain audio consistency for a project.



1. Select the Magnification dropdown > Project Settings option.



2. Click to enable the Auto-normalize loudness option.



3. Click Apply.

To learn more about improving audio quality, see Add Audio Effects (https://www.techsmith.com/learn/? post\_type=tutorial&p=196578).

### **Export Settings**

Match the dimensions or aspect ratio in recording, editing, and exporting your video to maintain video quality. Complete the following to export a video with the current project (editing) dimensions:

#### Windows:

- 1. Click the Export button and select Local File.
- 2. Enter a File name and select a Save location.
- 3. Click to display Advanced Settings.
- 4. On the Dimensions tab, select Current Project Dimensions.
- 5. Click Export.

#### Mac:

- 1. Click the Export button and select Local File.
- 2. Enter a file name in the **Export As** field and select a location.
- 3. In the File format dropdown, select Export to MP4.
- 4. Click the **Options** button.
- 5. In the Dimensions dropdown, select Current and click OK.
- 6. Click Export.

# **Scaling Tips**

### Sometimes You Can't Avoid Scaling

Sometimes it's not possible to match your recording and project dimensions. For example:

- If you record a screen that is bigger or smaller than the size of the video you want to create.
- Your monitor doesn't fit a standard 16:9 aspect ratio.

In these situations scaling the recording is unavoidable, but you can use scaling to your advantage.

### How We Use Scaling to Our Advantage

For our tutorial videos, we record on a monitor that is twice the size of our project dimensions. The screen recording will be displayed at half its original size and will have some quality loss. This is fine for us, because we spend most of our time zoomed in and focused on specific parts of the user interface, which is where we want to see the highest quality.

To get the highest quality and most detail, we zoom to the original size of the recording, or 100% scale. To show something on an adjacent part of the screen, we pan over and remain at 100% scale.

To learn about zooming in Camtasia, see Zoom in to Focus Attention (https://www.techsmith.com/learn/? post\_type=tutorial&p=182337).

#### Follow the 100% Rule

When in doubt, keep your screen recording at 100% scale. This displays it at the highest quality possible.



# Find Camtasia Assets on the Website

Learn how to download assets for your videos from the TechSmith Assets for Camtasia website or in Camtasia version 2023.2.0 and earlier.

### **Camtasia Assets Overview**

In Camtasia 2023.3.0 and later, our free and premium assets are now easier than ever to access and add to your projects. You can browse over 100 million professional, royalty-free video assets directly in Camtasia. Add polish to your video with photos, videos, audio, and customizable digital content, without ever leaving the Camtasia Editor. See Enhance Your Video with Camtasia Assets

(https://www.techsmith.com/learn/tutorials/camtasia/camtasia-assets/).



This tutorial covers how to download assets directly to your computer from the TechSmith Assets for Camtasia (https://library.techsmith.com/en/Camtasia) website or in Camtasia version 2023.2.0 or earlier.

### **Camtasia Asset Types**

The following types of assets are available to download from TechSmith Assets for Camtasia (https://library.techsmith.com/en/Camtasia) or from the **Camtasia Assets** subtab in Camtasia version 2023.3.0 or later.

### Customizable

Titles

Capture the attention of your viewers with the perfect title animation. Easily add your logo, text, and colors to make it your own.

#### • Dynamic Backgrounds

Looping background animations for your next project. Customize speed, color, skew, and more. See Add a Dynamic Background (https://www.techsmith.com/learn/tutorials/camtasia/dynamic-backgrounds/).

#### • Motion Graphics

Get your point across with ease. Choose from hundreds of motion graphics, like lower thirds, callouts (https://www.techsmith.com/learn/tutorials/camtasia/annotations/), animations, and more to create powerful explainer and product videos.

#### Callouts

Annotations, animations, and customizable graphics designed to focus viewer attention: arrows, indicators, shapes, and more. See Add Arrows, Shapes, and Callouts (https://www.techsmith.com/learn/tutorials/camtasia/annotations/).

#### Templates

Create video faster than ever with drag and drop video templates you can customize in just a few clicks. See How to Use a Template (https://www.techsmith.com/learn/tutorials/camtasia/use-a-template/).

#### Asset Packs

Themed video elements thoughtfully curated to help you accomplish your goals.

#### • Themes

Customizable themes instantly make your video look more professional and polished with coordinated colors and fonts. No graphic design experience necessary! See Build Your Color Palette (Themes) (https://www.techsmith.com/learn/tutorials/camtasia/themes/).

#### Device Frames

Quickly make any video look like it's playing on a desktop, laptop, or mobile device screen. Establish context and add a level of professionalism to your videos with customizable device frames. See Provide Context with Device Frames (https://www.techsmith.com/learn/tutorials/camtasia/device-frames/).

### ▼ Videos

#### • Footage

Enhance your video projects with royalty-free footage. Explore millions of high-quality video clips that bring your stories to life.

#### Animations

These fun and expressive animations help you convey emotion, simplify complex ideas, and will delight your viewers.

#### • Motion Backgrounds

Make your videos pop with animated, looping video backgrounds. Explore millions of royalty-free motion backgrounds.

#### • Effects

Find the perfect video effect to improve your next video. Video effects library of royalty-free, short clips with an alpha channel.



#### Photos

Bring your ideas to life with stunning, royalty-free photos.

#### Icons

Discover the perfect royalty-free illustrations and icons for your next video project.

### ▼ Audio

Music

Find high-quality background music for videos. Explore royalty-free instrumental and vocal audio tracks in various moods, styles, and genres.

Sound Effects

Emphasize important content in your video with sound effects. Find the perfect royalty-free sound effect to accompany the action on screen.

### Download Assets in Camtasia (Version 2023.2.0 and Earlier)

In Camtasia version 2023.2.0 and earlier, complete the following to import downloaded assets into your Downloads library for quick use in a video project:

1. In TechSmith Camtasia, click the **Downloads button > Download more assets**.



- 2. The TechSmith Assets for Camtasia website (https://library.techsmith.com/camtasia) opens. Sign in with your TechSmith account.
- 3. Hover your cursor over an asset to preview it.
- 4. Click the Send to Camtasia button to download the asset into Camtasia.



**Note:** You must have Camtasia version 2019 or later to open assets directly in Camtasia. For previous versions, see Download Assets to Your Computer.

In Camtasia, the asset downloads to **Library tab > Library dropdown > Downloads** and appears in the list of downloaded assets under the **Downloads** button.



**Note:** To access device frames in Camtasia, select **Visual Effects** tab and drag the **Device Frame** effect onto media on the timeline. Click the **Properties** button and select the desired device frame from the **Type** dropdown. See Provide Context with Device Frames (https://www.techsmith.com/learn/tutorials/camtasia/device-frames/).

### Download Assets to Your Computer

To learn how to download assets onto your computer from the TechSmith Assets for Camtasia (https://library.techsmith.com/en/Camtasia) website, complete with the following based on your web browser:

### Google Chrome

- 1. Go to the TechSmith Assets website (https://library.techsmith.com/camtasia) and sign in with your TechSmith Account.
- 2. Hover your cursor over an asset to preview it. Click the **Download** button.



3. Google Chrome downloads the asset into your Downloads folder. Click the **Downloads** button in the upper-right corner of your web browser and click **Show in folder**.

G 🖻 🛣	* 坐
Recent Downloads	×
<b>C.</b> Bigswipes.libzip 197 KB • 9 minutes ago	
Show all downloads	Ľ

To add the asset to Camtasia, see Add Assets to Camtasia.

### ▼ Microsoft Edge

- 1. Go to the TechSmith Assets website (https://library.techsmith.com/camtasia) and sign in with your TechSmith Account.
- 2. Hover your cursor over an asset to preview it. Click the **Download** button



3. At the bottom of your web browser, click the **Save** button.

What do you want to do with BigSwipes.PCDownloadFile.libzip					
(200 KB)?	Open	Save	$\sim$	Cancel	×
From: tscassetsublive1.blob.core.windows.net		2			

4. Microsoft Edge downloads the asset into your Downloads folder. At the bottom of your web browser, click the **Open folder** button.

BigSwipes.PCDownloadFile.libzip finished downloading.	Open	Open folder	View downloads	$\times$
		-		

To add the asset to Camtasia, see Add Assets to Camtasia.

### ▼ Firefox

- 1. Go to the TechSmith Assets website (https://library.techsmith.com/camtasia) and sign in with your TechSmith Account.
- 2. Hover your cursor over an asset to preview it. Click the **Download** button



3. A dialog appears. Select Save File and click OK.

Opening BigSwipes.	PCDownloadFile.libzip	×
You have chosen to	open:	
🔋 BigSwipes.PC	DownloadFile.libzip	
which is: Con	npressed (zipped) Folder (200 KB)	
from: https://	tscassetsublive1.blob.core.windows.net	
What should Firefo	ox do with this file?	
○ <u>O</u> pen with	Windows Explorer (default) $\sim$	
Do this <u>a</u> uto	matically for files like this from now on.	
	OK Cancel	

4. Firefox downloads the asset into your Downloads folder. Click the **Downloads** button in the upper-right corner of your web browser.

		_	ð	×
	♥ ☆	, III\	∎	11
Audio	Completed — 200 KB	(	•	Ŷ
	Show All Downloads			

To add the asset to Camtasia, see Add Assets to Camtasia.

### ▼ Internet Explorer

- 1. Go to the TechSmith Assets website (https://library.techsmith.com/camtasia) and sign in with your TechSmith Account.
- 2. Hover your cursor over an asset to preview it. Click the Download button



3. At the bottom of your web browser, click the **Save** button.

Do you want to open or save **BigSwipes.PCD....libzip** (200 KB) from **tscassetsublive1.blob.core.windows.net**? × Open Save Cancel

4. Internet Explorer downloads the asset into your Downloads folder. At the bottom of your web browser, click the **Open folder** button. To add the asset to Camtasia, see Add Assets to Camtasia.

The BigSwipes.PCDownloadFile .libzip download h	as completed.		×
	Open 🔻	Open folder	View downloads
		N	

5. A security dialog appears. Click the **Allow** button.

Internet Explorer Security X		×
	A website wants to open web content using this program on your computer	
	This program will open outside of Protected mode. Internet Explorer's <u>Protected mode</u> helps protect your computer. If you do not trust this website, do not open this program.	
	Name:         TechSmith Camtasia           Publisher:         TechSmith Corporation	
	Do not show me the warning for this program again	
	Allow Don't allo	w

### ▼ Safari

- 1. Go to the TechSmith Assets website (https://library.techsmith.com/camtasia) and sign in with your TechSmith Account.
- 2. Hover your cursor over an asset to preview it. Click the **Download** button



3. Safari downloads the asset into your Downloads folder.

To add the asset to Camtasia, see Add Assets to Camtasia.

## Add Assets into Camtasia (Version 2023.2.0 and Earlier)

If you downloaded an asset to your computer, complete the following to add the asset to Camtasia:

Asset File Format	How to Add to Camtasia	
<b>LIBZIP</b> (Titles, Motion Graphics, Audio Visualizers)	<ol> <li>Double-click the .libzip file.</li> <li>Camtasia opens. In the Import to Library dialog, select Create New Library or select an existing Library to add the asset to.</li> <li>Click the Import button.</li> </ol>	
<b>CAMPACKAGE</b> (Templates, Asset Packs, Themes)	<ul> <li>Double-click the .campackage file.</li> <li>A dialog appears and lists the imported resources. See Package and Share Camtasia Resources (https://www.techsmith.com/learn/?post_type=tutorial&amp;p=182342).</li> <li>To access templates, select File &gt; New Project from Template. The template is located in the Template Manager.</li> <li>To access asset packs, click Library tab &gt; Library dropdown. The asset packs are located in the User Library section.</li> <li>To access themes, select File (Windows) or Camtasia (Mac) &gt; Manage Themes or select a theme in the Theme dropdown in the Properties panel.</li> </ul>	
<b>TSCDF</b> (Device Frames)	Double-click the .tscdf file. The device frames are added to the <b>Type</b> dropdown in the properties. Add a <b>Device Frame</b> effect to the timeline to access the device frame properties. See Provide Context with Device Frames (https://www.techsmith.com/blog/?post_type=tutorial&p=182330).	

MP4		
(Footage,		
Motion		
Backgrounds)	1. In Camtasia, select File > Library > Import Media to Library or drag and drop the	
MP3	asset into the Library.	
(Music, Sound	2. Select the asset and click <b>Open</b> on Windows and <b>Import</b> on Mac.	
Effects)	3. In the Add to Library dialog, select a Library from the dropdown.	
<b>JPG</b> (Photos, Illustrations, Icons)	4. Click <b>OK</b> .	





\*Many shortcuts can be reassigned (Preferences > Shortcuts)

# Camtasia<sup>®</sup> Common Shortcuts



#### Alt / Option

Hold Alt/Option, then click and drag the handle of an object on the canvas to crop the object.
 Hold Alt/Option, mouse over the edge of a clip on the timeline, then click and drag to extend the frame of that clip.

### Shift

Hold Shift while moving media to move all other media on the same track
 Hold Shift while moving the playhead to split and move all media at once

\*Many shortcuts can be reassigned (Preferences > Shortcuts)

