

# MAKING VIDEOS WITH CAMTASIA

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## Introduction:

A few years ago I invested in purchasing the program Camtasia, so that I could make my own step by step videos. It was the best money I ever spent! I have used this program a great deal since I bought it, and it has helped me in so many ways! Today I will be discussing uses for it, where to buy it, and how to use it.

## Why should I do this?

- **Time Saver** - Although it may seem time consuming to have to go and record your lessons, it saves you tons of time in the long run. You no longer have to re-teach it to every kid who was absent, and you can send it home as homework much easier. If you use a more in-depth program, you can easily open old videos and make quick changes to update them, without having to redo the entire video.
- **Transparency**—I find this is a great tool for parents. They can see that I have a functioning website. They can actually observe me teaching and know exactly what I'm covering and if I'm a good instructor.
- **Communication** - When you have your work available and functional on a website, and you inform parents that it is there, it can really cover you if parents later complain about late work. It also makes your life much easier when students come in with the age old question, "What did I miss?" Direct them to the video and they can work on their own. In this world where education is becoming more and more of an online, computer based process, gaining the skill of following a video is most useful for students.
- **Substitutes** – I find that I have days that are really hard to give a sub. They just can explain it like I can! No problem. I record a quick video with instructions and have the sub play it. As I have installed this on my home computer, I can do it there and send the file via email or Dropbox.

## What do I need?

- **Camtasia Software** – There are probably a million programs out there that do the same thing or similar. And yes, you can do it for free using online apps, etc. However, to me it is WORTH the price to buy Camtasia (\$300, but you can get it half-price as a teacher) because then I control the files themselves. I want to have the file, not just access to it through a website or app.
- **Microphone** – If using a desktop, you must get a microphone, but they aren't very expensive. You can get a microphone or for more money, a headset. These can range from \$10 to \$100+. I use a very cheap microphone and it works just great! Most laptops have a microphone built in.
- **Headphones , Classroom Set** – (Optional) – Last year I used my Grant money to purchase 40 sets of simple headphones—cost about \$500. I keep them in a crate in my room. Then the kids can use them whenever they need to. Totally worth the investment! However—be careful because the students can sometimes break off the microphone jacks in the computer—which there's no real fix for. So make sure you have methods in place to avoid this.
- **Website with Video capabilities** (optional) – For me, putting my files on my website was one of my main concerns. I wanted my students to have access to them outside of school. If this is your goal, you need decide how you can make this happen. You could just post them on Youtube straight from Camtasia, but I wanted more control than that. I already had a free Weebly account, so I paid the \$50 yearly subscription fee so that I would be a premium member and could post my videos easily. You can use many other avenues as well, such as a Wordpress site or a blog. What I love about Weebly is that my fee covers 10 websites—so I also have sites for school videos and our ballroom team where I can also post videos.

## About Camtasia

I really enjoy using Camtasia for several reasons:

- Easy to learn
- You can add things like callouts, highlight text, circles, etc.
- You can zoom in to certain parts of your screen
- You can add the sound later—record your voice to video you already made
- Editing is easy and quick
- It has a plug-in for PowerPoint that makes it very easy to record PowerPoint presentations with voice.

**Common Features** – For step by step instructions see my website, [meganreescurriculum.weebly.com](http://meganreescurriculum.weebly.com), Summer Conferences, 2016 Conference. The password is Chatterbox.

1. Screen setup
2. Sound setup
3. Import Media
4. Tracks
5. Callouts
6. Zoom
7. Audio
8. Table of Contents
9. Editing the video
10. Voice Narration
11. Saving Formats
12. Screencast Accounts
13. Saving Files