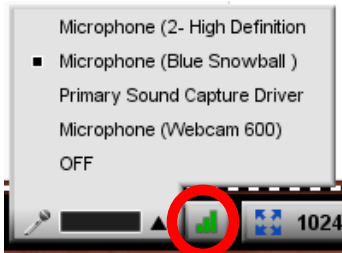# Recording with Screencast-O-Matic

Screencast-O-Matic is a free online screen capture tool. This tool records a designated area of your screen as well as audio and webcam input. You can use this tool to record narrated presentations or demonstrations and produce the recordings as videos for your courses.
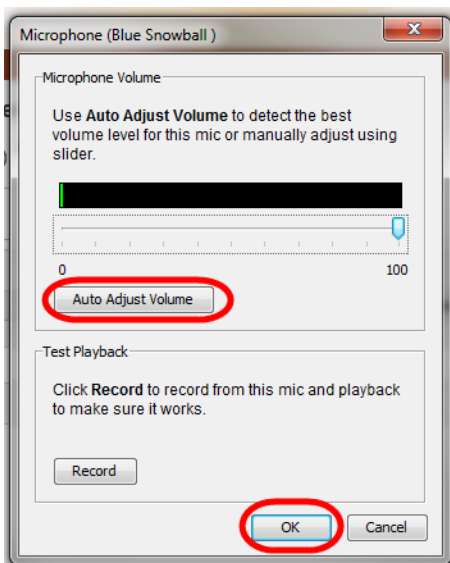
Creating a screen capture

1. Navigate to http://www.screencast-o-matic.com.

2. You have the option of registering for an account by selecting the "Got an account?" link. Creating an account will allow you to view all of your recordings uploaded to the site in one location.

3. To start a recording with or without an account, select the **Start Recording** button.

Recording Settings

1. Select your microphone by clicking the arrow near the microphone icon. Select your microphone input from the list that appears.
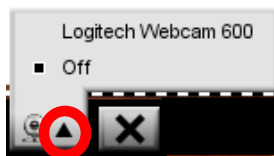

2. Adjust your microphone volume level by selecting the volume icon. In the microphone window, select the Auto Adjust Volume button and then start speaking into your microphone. Once your volume level indicator stops moving, click OK.

3. To select your recording area, click the arrow next to the current recording dimensions and select your dimensions from the list.

4. If you plan on using your webcam, select your webcam by selecting the arrow next to the webcam icon.

5. Once you have selected your recording settings, select the record button .

6. While recording, the following options are available:

   - **Pause button** – lets you pause then continue with your recording
   - **Time** – the time bar indicates how long your recording is
   - **Restart** – the Restart button allows you to restart your recording but keeps your settings
   - **Done** – press the Done button when you have finished your recording

 Note: There is a 15 minute time limit per recording when using the free version of Screencast-O-Matic.
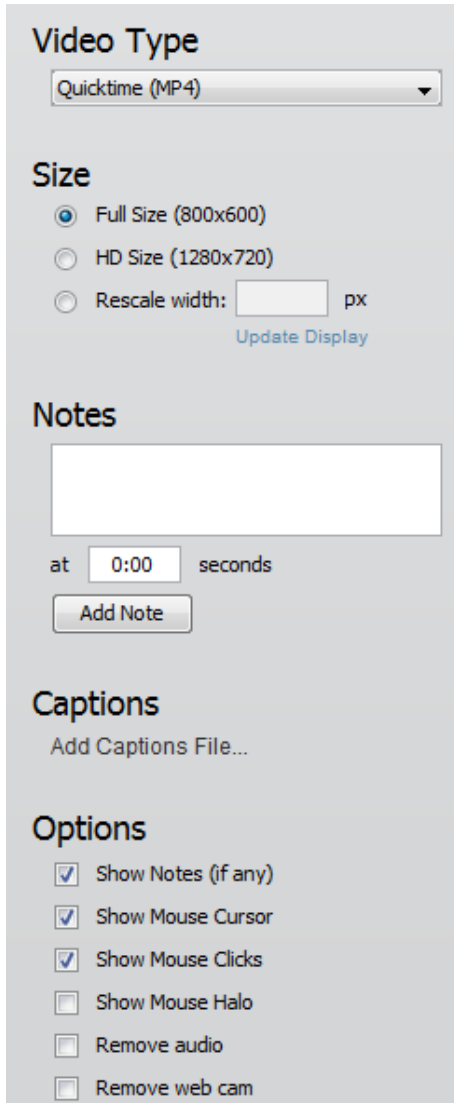
Sharing Your Recording

When you are finished recording, you have three options to make your video accessible.

1. **Publish to Screencast-O-Matic** makes your video accessible online. You can then provide the link to your students to view your presentation. You must have a Screencast-O-Matic account to use this option.
2. Select **Publish to YouTube HD** to post your video to YouTube, allowing you to embed your video in your online course or provide your students with the link.

3. **Publish to Video File** saves your video as a file on your computer. You can then upload this file to your online course.

Once you have selected the production method, you have some final editing options depending on your chosen method:

Video Type

Quicktime (MP4)

Size

- ⦿ Full Size (800x600)
- ◯ HD Size (1280x720)
- ◯ Rescale width: [　　] px

Update Display

Notes

[　　　　　　　　　　]

at [0:00] seconds

[Add Note]

Captions

Add Captions File...

Options

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

Select the video file type from the **Video Type** dropdown menu.

Set the dimensions at which you want your video to be viewed.

Notes allow you to type in messages that will appear as subtitles to your video at point in the video you designate.

Captions can be added from a prepared text file.

Select other display or audio options for your video.