How to

Record your screen in Camtasia 9 and Camtasia 2018 after having Camtasia installed on your PC

Steps to follow:

STEP 1 Click on the desktop application to open Camtasia 9 or Camtasia 2018. Choose “New Project.”

STEP 2 To begin your recording, select the big red circle next to “Record” at the top left hand-side of the screen (Figure 1).

STEP 3 The recorder will open and you will have a large green dotted square around your screen. Whatever is in the green area is the area that will be recorded. You can change this area using “Select Area” on the tool bar (figure 2).

STEP 4 Turn your WebCam on or off based on whether you want to use it or not by click on the down arrow next the camera icon in the “Recorded inputs” section on the tool bar (figure 2).

STEP 5 Check your Audio inputs by clicking on the down arrow next to Audio option in the “Recorded inputs” section on the tool bar (figure 2). You can test whether your microphone is working or not by looking at the bar to the right of “Audio on.”

STEP 6 Click the Red Record button to begin recording.

STEP 7 Click F10 to stop the recording when you are done. The file will then automatically be imported into Camtasia for editing.