



Camtasia 2019 Help

Version 2019.0

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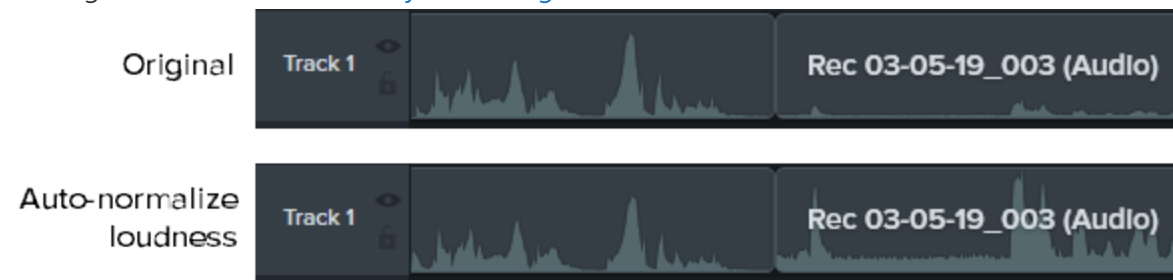
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What's New in Camtasia 2019

Learn how to use the new features in [TechSmith Camtasia 2019](#).

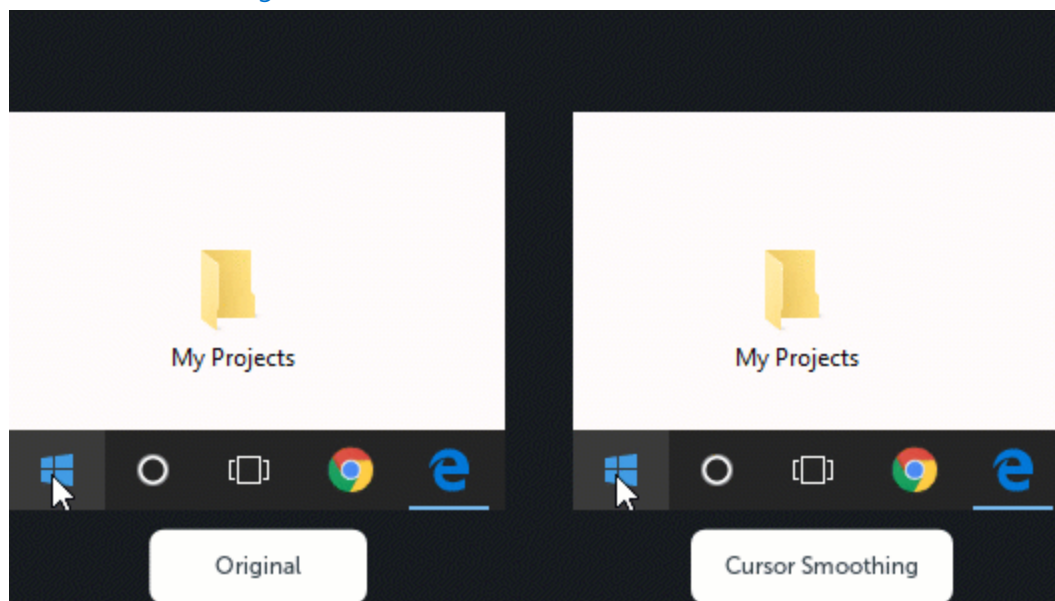
Automatic Audio Leveling

Audio clips recorded from different devices, environments, or speakers can result in varied audio levels. Camtasia automatically adjusts the loudness across clips in a project to maintain consistent audio levels throughout the video. See [Project Settings](#).



Cursor Smoothing

Quickly fix distracting cursor movements to maintain viewers' focus in the video. See [Smooth Out the Cursor in Screen Recordings Tutorial](#).

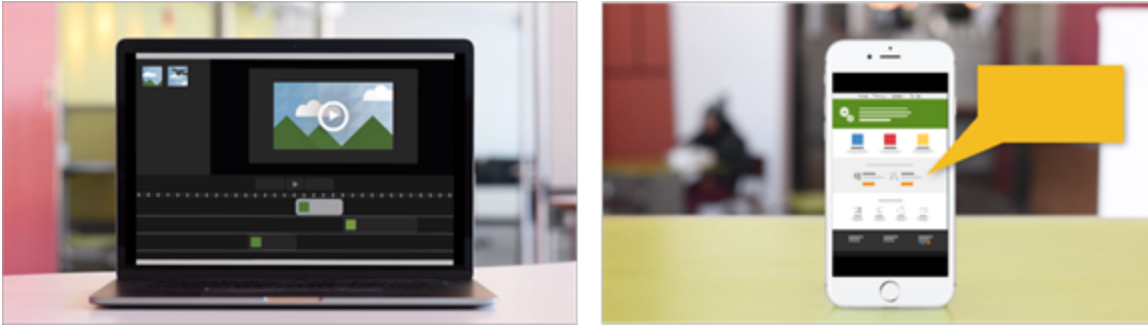


Customize Shortcuts

Speed up video creation based on your preferences by customizing the recording and editing keyboard shortcuts. See [Customize Camtasia Shortcuts](#).

Download Device Frames

Download additional device frames from the [TechSmith Assets website](#) to provide device context and add a professional look to your video. See [Add a Device Frame](#).

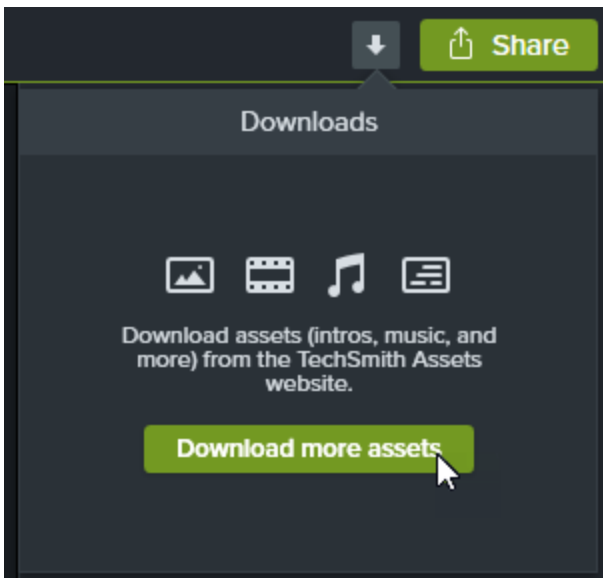


Add a Logo to a Theme

Create a theme to quickly apply frequently-used or brand standard colors, fonts, and logos in the Properties panel. See [Create and Manage Themes](#).

Asset Download Improvements

Download assets directly into Camtasia from the [TechSmith Assets website](#). See [Download TechSmith Assets](#).



To view a full list of the features and improvements in Camtasia version 2019, see the version history for [Windows](#) and [Mac](#).

Camtasia 2019 Video Tutorials

Getting Started

- [Record, Edit, Share](#)
- [Video Editing Basics](#)
- [Working with the Canvas](#)
- [Editing Audio](#)
- [Export & Share](#)

Editing

- [Titles, Callouts, Transitions](#)
- [Editing In-Depth 1](#)
- [Editing In-Depth 2](#)
- [Ripple Move & Extend Frame](#)
- [Getting Crisp, Clear Screen Video](#)

Camtasia Tools

- [Smooth Out the Cursor in Screen Recordings](#)
- [Device Frames](#)
- [Quizzing & Surveys](#)
- [Add Interactive Hotspots to a Video](#)
- [How to Remove a Color \(Green Screen\)](#)
- [Maintain a Consistent Look and Feel with Themes](#)
- [Speed Up Video Creation with the Camtasia Library](#)
- [Manually Add Captions to a Video](#)

Animations and Behaviors

- [Animations & Effects](#)
- [Animations In-Depth](#)
- [Camtasia Behaviors](#)
- [Create an Animated Scene with Behaviors](#)

- [Animate Titles with Behaviors](#)
- [Create an Animated Countdown](#)

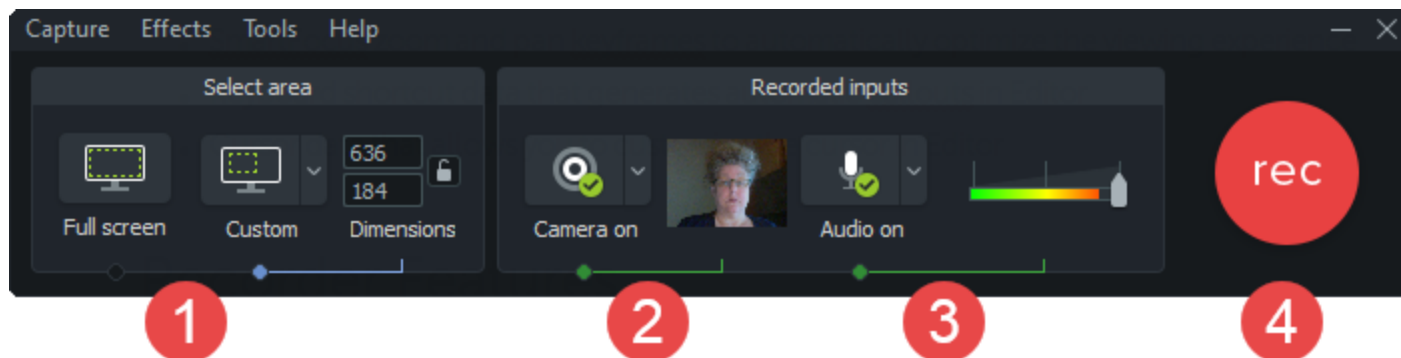
Working with External Media

- [Import PowerPoint Slides](#)
- [PowerPoint Add-In Toolbar](#)
- [Record Your iOS Device \(Mac\)](#)
- [Download & Install TechSmith Assets](#)

Record the Screen and Audio

Camtasia Recorder records exactly what you want: whether it's the entire screen, specific dimensions, a region, a window, or an application. It is designed to be simple and easy-to-use starting with your first recording—just click the Record button and begin your onscreen activity.

Windows



Mac



1. Choose the screen area to record:

- Full screen (default)
- Presets:
 - Click the **Custom** dropdown and select standard recording dimension.
- Custom area:
 - Click the **Custom** dropdown and select the **Choose Region** option (Mac) or the **Select area to record** option (Windows).

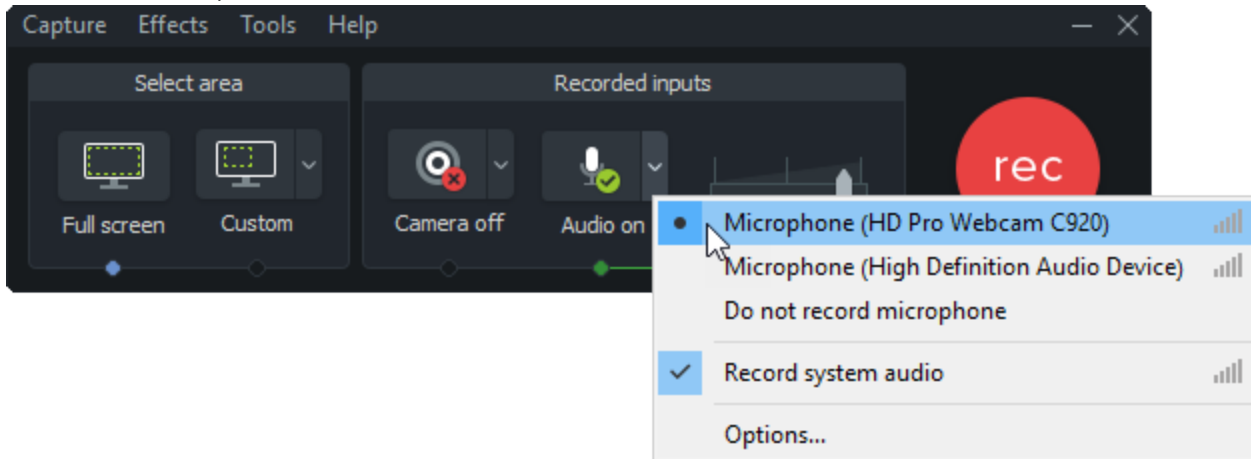
Tip: Hide Desktop Icons on Mac

Select the **Camtasia icon** in the Menu Bar > **Hide Desktop Icons**.

- To record a webcam, click the dropdown to select the camera device.

Camtasia records both the screen and webcam. For webcam only, delete the screen recording track in Camtasia Editor.

- Choose audio options:



- System audio is recorded by default.
- Microphone audio is recorded by default. Click the audio dropdown to select the microphone or audio device.

TIP: Run a sample recording to test the audio.

- **No Audio:** Make sure the audio device is on and connected.
- **Low Audio:** Drag the audio slider to increase the audio level. Make sure you select the correct audio device in the dropdown.

- Click the **Record** button.

- Click the **Stop** button.

The TREC recording file is added to the Media Bin in Camtasia Editor.

Recording Shortcuts

Option	Windows Shortcut	Mac Shortcut
Start Recording	F9	
Pause Recording	F9	Command+Shift+2
Stop Recording	F10	Command+Option+2
Add a Marker	Ctrl+M	

Camtasia Recorder automatically records:

- Keyboard shortcut data to generate keystroke callouts in Camtasia Editor
- Cursor data to customize the cursor in Camtasia Editor

Related Articles

[Record a PowerPoint Presentation](#)

[Record Voice Narration](#)

[Record, Edit, Share Tutorial](#)

[Record Your iOS Device Tutorial](#)

Record a PowerPoint Presentation

Camtasia provides two options for recording a PowerPoint presentation:

1. [Record with the Camtasia PowerPoint Add-In](#)
2. [Import slides into Camtasia and record voice narration](#)

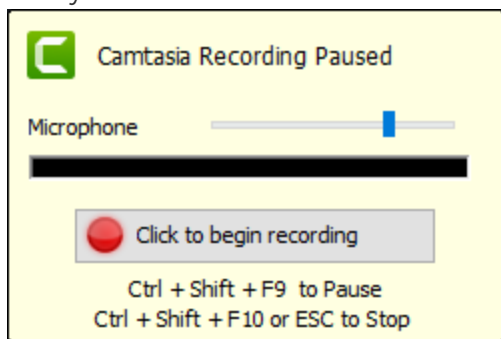
Record with the Camtasia PowerPoint Add-In (Windows Only)

The Camtasia PowerPoint Add-In allows you to record a presentation in Microsoft PowerPoint.

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**.

Narrate Slides in Camtasia

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

1. On the Media tab, click the **Import Media** button.
2. Select a PowerPoint Presentation file (.ppt or .pptx).

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.
7. Record [voice narration](#).

Tip

Add markers to the timeline to create a video table of contents with the final video. See [Video Table of Contents](#).

Related Articles

[Record Voice Narration](#)

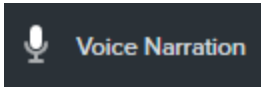
[Import PowerPoint Slides Tutorial](#)

[PowerPoint Add-In Toolbar Tutorial](#)

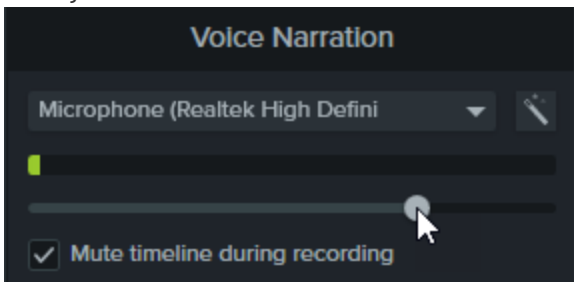
Record Voice Narration

Voice narration plays back the video on the timeline while recording a new audio track. You can paste a script to read from during recording.

1. Click the **Voice Narration** tab.



2. Select the audio device. To test the audio level, speak as you would during the recording. Drag the slider to adjust the audio level.



3. Paste a script into the text box.
4. Drag the playhead to the position on the timeline to start recording audio.
5. Click the **Start Voice Recording** button.
6. Camtasia plays back the video on the timeline. Record the voice narration.
7. Click the **Stop** button to stop recording.
8. On Windows, enter a file name and click **Save**.

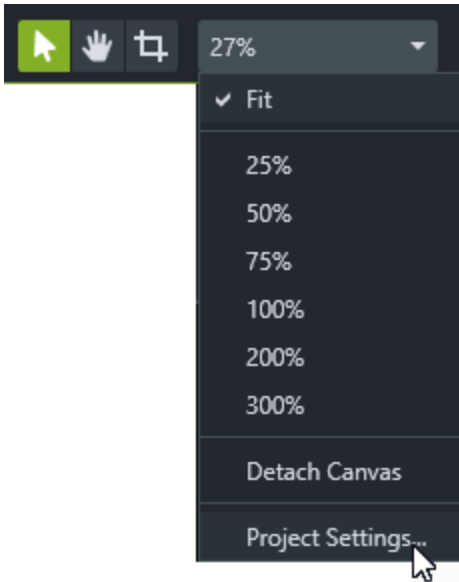
The audio clip is added to the timeline and Media Bin.

Related Articles

[Record a PowerPoint Presentation](#)

Project Settings

The Project Settings dialog controls the settings for an individual project. To edit the project settings, select **Magnification dropdown > Project Settings**.



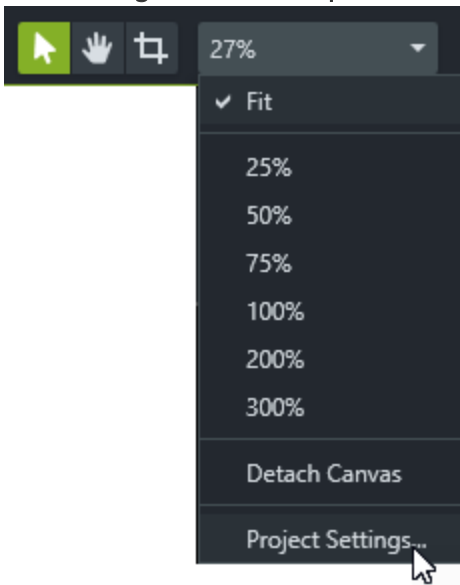
Change the Canvas Dimensions

The canvas displays a preview of how the final video will look when produced and shared. If you choose to change the size of the video, set the canvas dimensions to the same size you plan to produce your final video.

When changing canvas dimensions, keep these things in mind:

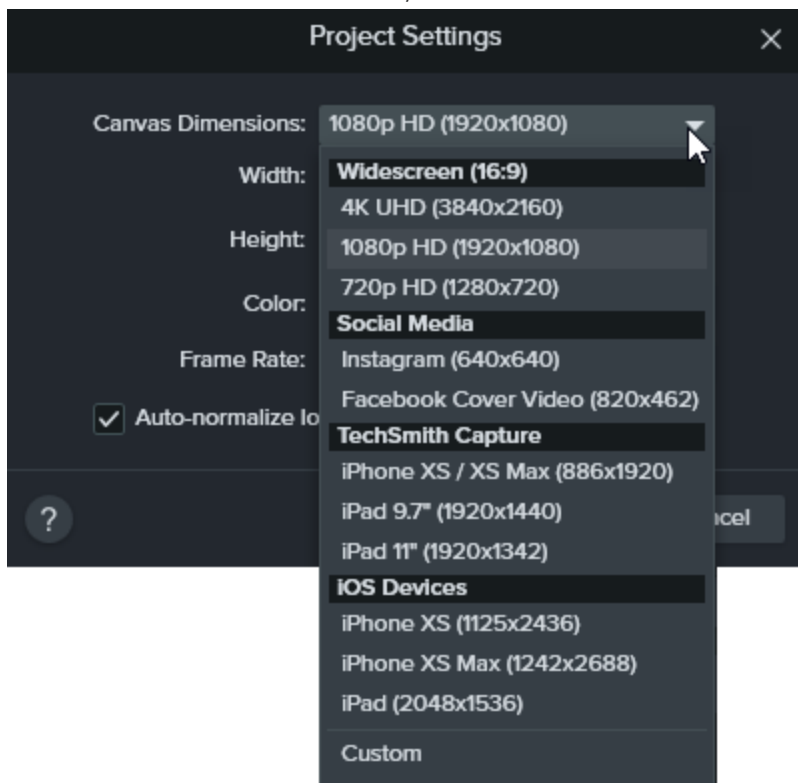
- The canvas dimensions must be at least 640 x 480 to include a [table of contents \(TOC\)](#) or [quiz/survey](#).
- Change the canvas dimensions **before** you begin editing your video. Changing the dimensions after editing can skew the look of work already completed.

1. Select **Magnification dropdown > Project Settings**.

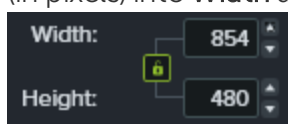


2. The Project Settings dialog appears.

- To select a standard video size, click **Canvas Dimensions** and select a preset.



- To enter custom width and height, click **Canvas Dimensions** and select **Custom**. Enter dimensions (in pixels) into **Width** and **Height** fields.

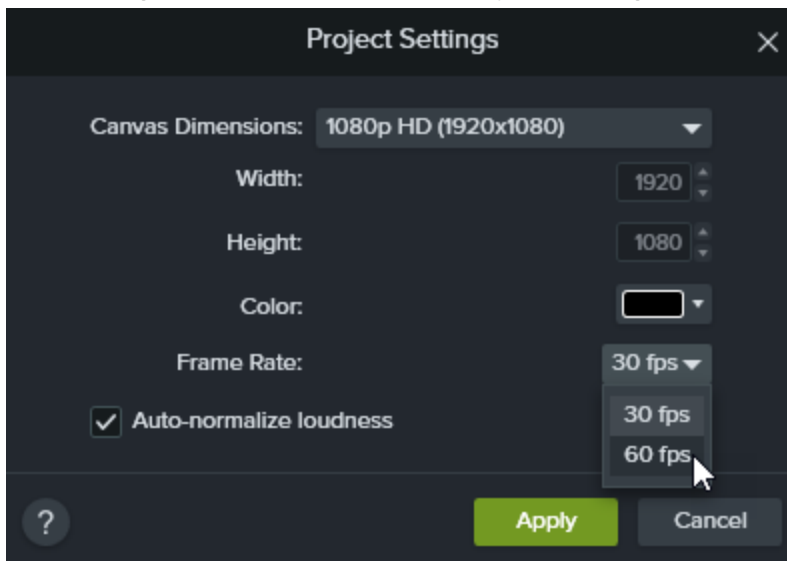


3. Click **Apply**.

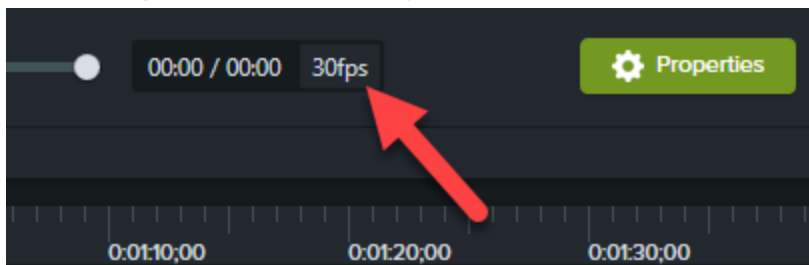
Change the Editing Frame Rate

To edit and produce a video at a high frame rate (60 fps), your timeline must include high frame rate video clips.

Select **Magnification dropdown > Project Settings > Frame Rate dropdown** to change the editing frame rate.



The editing frame rate is displayed above the timeline.



Maintain Consistent Audio Levels across Clips

Enable the **Auto-normalize loudness** option to automatically adjust the audio loudness across clips to maintain audio consistency for a project.



Related Articles



[Getting Crisp, Clear Screen Video Tutorial](#)

[Produce and Share a Video](#)

Manage Your Recordings and Project Files

Follow these file management best practices when setting up your first Camtasia project (TSCPROJ).

Camtasia File Types

File Format	Description
<p>Recording Files (TREC)</p> 	<p>Default file format produced after recording in Camtasia Recorder. TREC stores audio, screen recording, camera recording, and metadata into a single package.</p> <p>TREC files can only be opened in Camtasia.</p>
<p>Project Files (TSCPROJ)</p> 	<p>Video project file that saves any edits completed on the timeline and references the location on your computer of any recordings and source files in the Media Bin.</p> <p>Open the TSCPROJ project file at any time to update, collaborate, or produce a video to share.</p> <p>TSCPROJ files can only be opened in Camtasia.</p>

Manually Save Recordings

By default, Camtasia automatically names and saves all TREC recordings to the Camtasia folder located here: C:\Users\username\Documents\Camtasia.

You can configure Camtasia Recorder to open a Save dialog to enter a file name and location for each TREC recording file after recording.

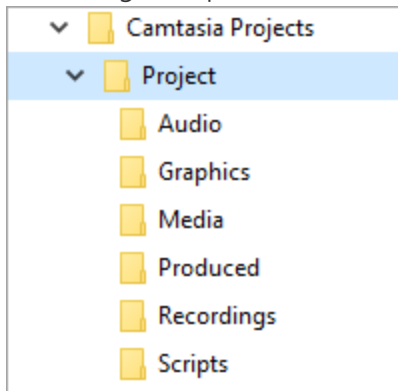
1. In Camtasia Recorder, select **Tools > Options**.
2. The Tool Options dialog appears. Click the **File options** button.
3. Select the **Ask for file name** option.
4. Click **OK**.

After stopping the recording, a Save dialog appears where you can enter a file name and save the recording to the project folder.

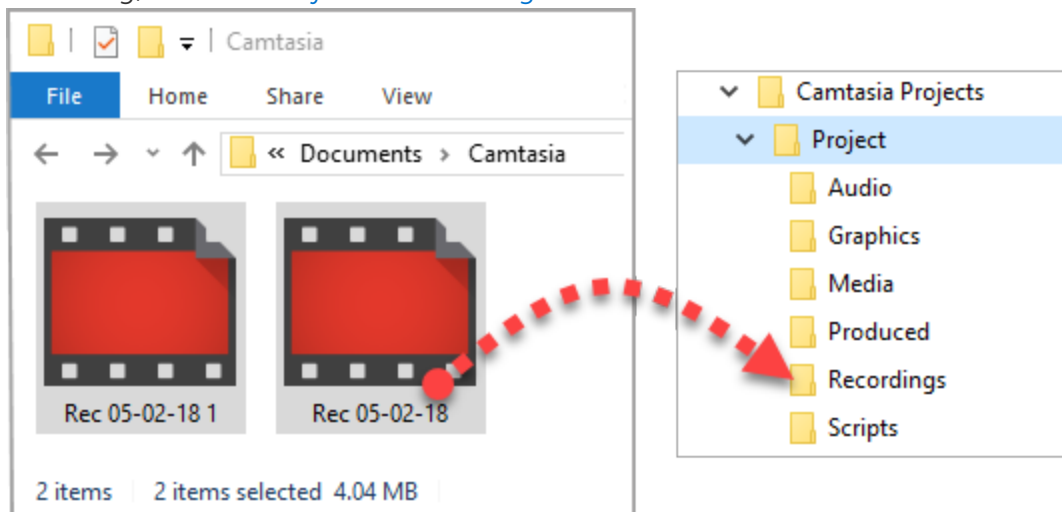
File Management Tips

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 > Media**. Select the files in your project directory. Camtasia imports the files into the Media Bin.

- To archive a video project, create a backup, or to move the project to another computer, select **File > Export as Zip** (Windows) or **File > Export for Windows** (Mac) to save the final project as a ZIP file. Make sure to select the **Include all files from Media Bin in zip** option to save a copy of the source files in the Media Bin in the ZIP file.

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 [Find and Organize Assets](#) to learn how to save assets to the Library for reuse across all of your Camtasia video projects.

Related Articles

[Share Projects](#)

[Import Media](#)

Share Projects

Camtasia project files (TSCPROJ) are cross-platform compatible. However, not all media and effects work across platforms. Additionally, legacy callouts and captions are not cross-platform compatible.

When you export a project, a warning message appears if the project contains media that is not compatible across platforms.



Non-Compatible Media List

Windows Media and Effects These are not compatible with Camtasia Mac	Mac Media and Effects These are not compatible with Camtasia Windows
Camtasia Recording Files: CAMREC - Legacy Camtasia Studio recording file (Camtasia Studio version 8.3 and earlier)	Camtasia Recording Files: CMREC - Legacy Camtasia recording file (Camtasia version 2.x and earlier)
Video Files: AVI, WMV, SWF, MTS	Video Files: ProRes
Audio Files: WMA	Image Files: Tiff, JPG2000, PDF
LIBZIP - Camtasia Zipped Library Files	Audio Effects: Pitch
Callouts:	Callouts:

Windows Media and Effects These are not compatible with Camtasia Mac	Mac Media and Effects These are not compatible with Camtasia Windows
Camtasia Studio Legacy Callouts (Legacy Arrows, Sketch Motion Callouts, and Keystroke Callouts)	Camtasia 2 Legacy Callouts
Captions	Captions
	Visual Effects: Sepia, Mask, Reflection, Spotlight, Window Spotlight, Glow, Freeze Region, Device Frame
	Gesture Effects

Share a Project to Another Platform

1. Camtasia > **File** > **Export for Mac/Windows**.
2. If you receive a warning about incompatible media in the project, click **OK/Continue** to continue with the export.
3. Name the zipped project and choose a file destination.
4. Click **OK/Save**.

Open a Project on Another Platform

1. Camtasia > **File** > **Import Zipped Project**.
2. If you receive a warning about incompatible media in the project, click **OK/Continue** to open the project.

Incompatible media displays a media placeholder in the project. If you open the exported project on the original platform, the media is visible.

Related Articles

[Manage Your Recordings and Project Files](#)


Import Media

Import videos, images, and audio files to use as source clips in your current Camtasia project.

To add media to your video, drag the clip from the Media Bin onto the timeline.



Import Media from Your Computer

1. Click the **Media** tab.
2. Click  > **Import Media**.
3. Click to select the media to import. Ctrl+click or Cmd+click to select multiple files.
4. Click **Open**.

The imported media appears in the Media Bin.


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.

Import Media from Google Drive



1. Click the **Media** tab.
2. Click  > **Import From Google Drive**.
3. Enter your Google email and password.
4. Click to select the media to import. Ctrl+click or Cmd+click to select multiple files.
5. Click **Import**.

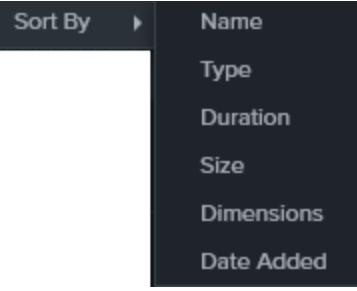

The imported media appears in the Media Bin.

Supported File Formats

Windows	Mac
Video Files AVI, MP4, MPG, MPEG, MTS, M2TS, WMV, MOV, SWF	Video Files MP4, MOV
Camtasia Recording Files TREC	Camtasia Recording Files TREC
Image Files BMP, GIF, JPG, JPEG, PNG, PDF	Image Files BMP, GIF, JPG, JPEG, PNG, PDF
Audio Files WAV, MP3, WMA, M4A	Audio Files AIFF, M4A, WAV, MP3
Other Files PPT, PPTX, SAMI, SRT, PDF	Other Files PPT, PPTX, SAMI, SRT, PDF

Media Bin Tasks

Change Media Bin View	For thumbnail view, click  . For list view, click  .
Sort Media (Windows Only)	Right-click media, select Sort By and choose an option.

	
View Media Details (Windows Only)	<p>Right-click media, select Details.</p> 
Remove Unused Media from Media Bin	<p>Right-click media, select Delete Unused Media.</p> <div style="border: 1px solid #ccc; background-color: #f9f9f9; padding: 10px; margin-top: 10px;"> <p>This option is not available if all media is being used on timeline.</p> </div>
Rename Media (Mac Only)	<p>Right-click media, select Rename and type new name.</p>

Related Articles

[Record a PowerPoint Presentation](#)

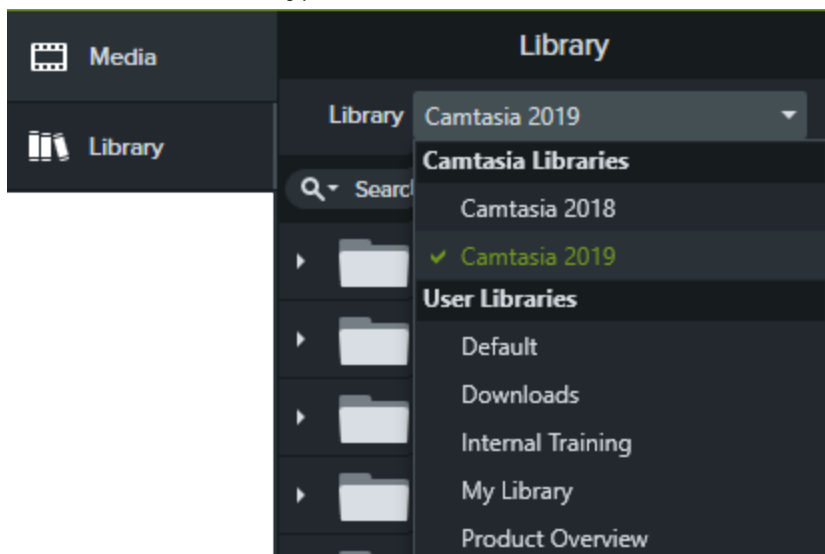
[Captions](#)

[Find and Organize Assets](#)

Find and Organize Assets

The Library stores assets for reuse across your Camtasia projects to help you quickly create consistent looking videos. Download or save intros, animated backgrounds, icons, lower thirds, music, groups, annotations, and more to the Library.

Camtasia offers two types of Libraries:

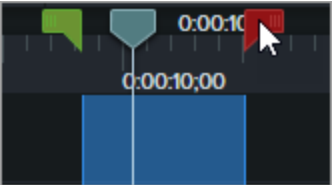
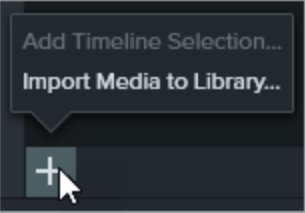


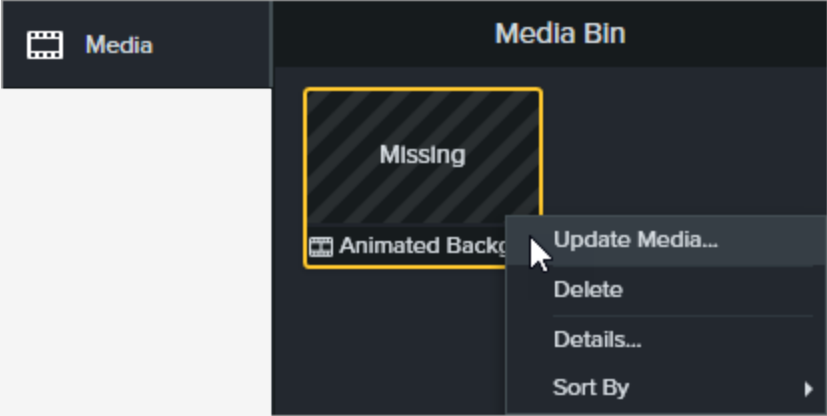
- **Camtasia Libraries:** The Library installed with Camtasia contains royalty-free assets to add a professional look to your video such as intros, lower thirds, animated backgrounds, etc.
- **User Libraries:** [Create custom Libraries](#) to organize assets based on a project, video type, asset type, or a company's video guidelines.

To add an asset to your video, drag the asset to the desired location on the timeline or right-click the asset in the Library and select **Add to Timeline at Playhead**.

Organize Assets

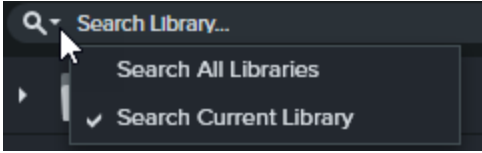
Create a Custom Library	<ol style="list-style-type: none">1. Click the Library tab.2. In the Library dropdown, select Create New Library.3. Enter a Library name.4. Select an option from the Start from dropdown: create a blank Library or create a copy of an existing Library.5. Click Create.
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<p>Add an Asset or Group to a Library</p>	<p>Asset or Group From Timeline:</p> <ol style="list-style-type: none"> 1. Right-click an asset or group on the timeline and select Add to Library. 2. Enter a name. <div data-bbox="516 310 1503 527" style="border: 1px solid #92D050; background-color: #E8F5E9; padding: 10px; margin: 10px 0;"> <p>Tips for Naming Assets:</p> <ul style="list-style-type: none"> • Keep the name short. • Avoid generic names such as "callout1." Use descriptive cues such as video purpose, asset type, or color in the name. For example, "blue-speakerintro." </div> <ol style="list-style-type: none"> 3. Select a Library. 4. Click OK. <p>Selection From Timeline:</p> <ol style="list-style-type: none"> 1. Click and drag the green and red handles to select an area on the timeline.  <ol style="list-style-type: none"> 2. Right-click the selection and select Add Timeline Selection to Library. 3. Enter a name. 4. Select a Library. 5. Click OK. <p>From Computer:</p> <p>Click the + icon and select Import Media to Library or drag the desired assets into a Library or folder.</p>  <p>From Store:</p> <p>Click the Download More Assets link. See Download TechSmith Assets.</p>
	<p>Add a Folder to the Library</p>

	<ol style="list-style-type: none"> 3. Right-click within the Library and select New Folder. 4. Enter a folder name. 5. Press the Enter key. <p>To add a nested folder, click and drag the desired folder into another folder.</p>
<p>Move Assets or Folders within a Library</p>	<ol style="list-style-type: none"> 1. Click the Library tab. 2. Select a Library from the Library dropdown. 3. Click to select the asset or folder. CTRL+click (Windows) or CMD+click (Mac) to select multiple assets or folders. 4. Drag the selection to the desired folder or location in the current Library.
<p>Move Assets or Folders to Another Library</p>	<ol style="list-style-type: none"> 1. Click the Library tab. 2. Select a Library from the Library dropdown. 3. Click to select the asset or folder. CTRL+click (Windows) or CMD+click (Mac) to select multiple assets or folders. 4. Right-click (Windows) or Control-click (Mac) the selection and select Move to > choose the desired Library from the list.
<p>Delete an Asset or Folder</p>	<p>Right-click the asset or folder in the Library and select Delete.</p> <p>Deleting assets will break any existing projects that contain the asset on the timeline. The asset displays "missing" in the Media Bin.</p>  <p>To update the asset in the project, right-click the missing asset and select Update Media. Choose the desired asset on your computer.</p>

Find Assets

Search within a Library or across all Libraries to find assets based on file names.

Search for Assets in Library	<ol style="list-style-type: none">1. Click the Library tab.2. Click the Search dropdown to search all Libraries or the current Library. 3. Type in the Search field.4. The search results appear. To sort the search results, right-click the Library and select Sort By.
Download More Assets	To download additional assets, click the Download more assets link at the bottom of the Library. See Download TechSmith Assets .
Sort Assets	Right-click a folder or asset in the Library and select Sort By . 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. Camtasia packages the Library assets in a Library zip file (.libzip).

If you have Camtasia 2018 installed, your user Libraries are automatically imported into Camtasia 2019 during installation. To import Libraries from previous versions, complete the steps below.

Export a Library	<ol style="list-style-type: none">1. Click the Library tab.2. Select a Library from the Library dropdown.3. Select Library dropdown > Manage Library > Export Library.4. Click Save to save the .libzip file.5. Send the .libzip file to others to import into Camtasia.
Import a Library	<ol style="list-style-type: none">1. Select File > Library > Import Zipped Library.

2. Locate the .libzip file to import and click **Open**.
3. Choose to create a new Library or add the assets to an existing Library and click **Import**.
Camtasia adds the assets to the selected Library.

Related Articles

[Download TechSmith Assets](#)

[Download TechSmith Assets Tutorial](#)

[Speed up Video Creation with Camtasia Library Tutorial](#)

Create and Manage Themes

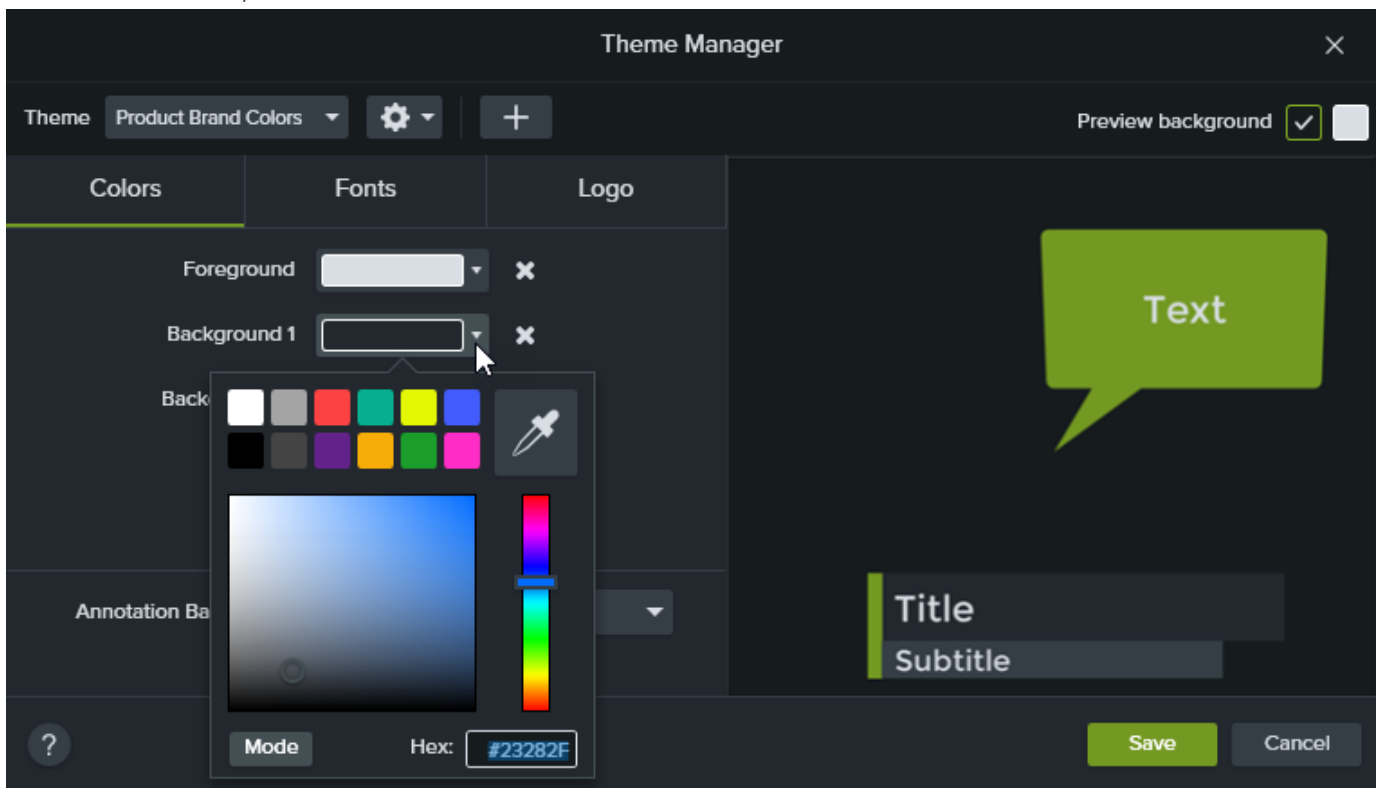
A theme is a set of preset fonts, colors, and logo to apply to assets in your video. In the Properties panel, quickly apply the theme presets to maintain consistency across a series of videos.

Create a Theme

1. Select **File > Manage Themes**.
2. The Theme Manager appears. Click the **Create New Theme** button.



3. Enter a theme name and click **OK**.
4. On the **Colors** tab, set the theme colors:



- **Change a Color:** Click a dropdown and select a color from the palette, enter a Hex value, enter 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.

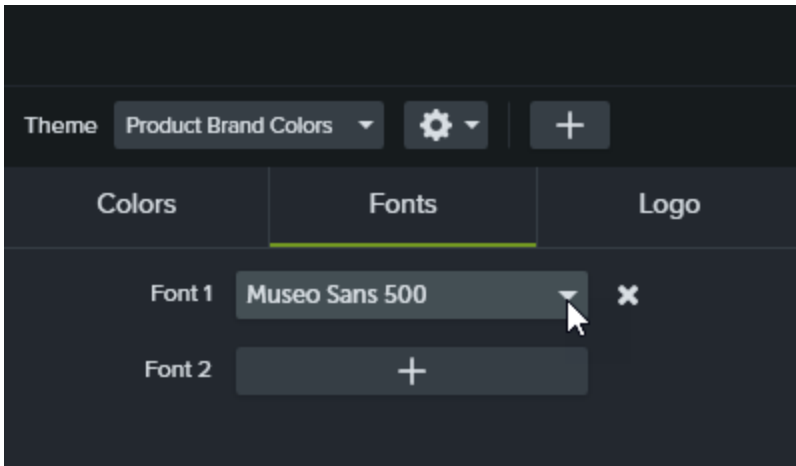



- **Annotation Background:** Select a theme color to use as the annotation fill color. See [Apply Theme](#)

to an Annotation or Asset.

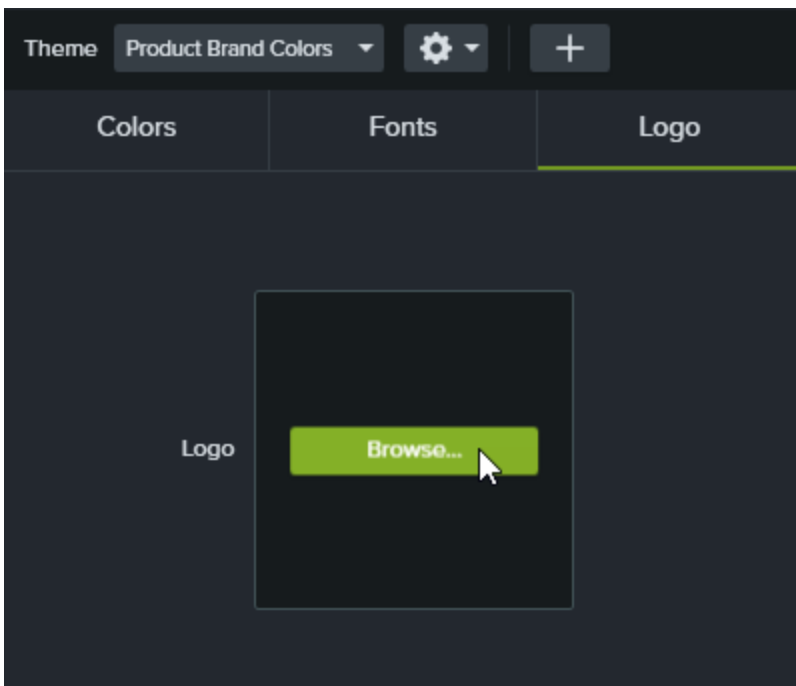
- **Delete a Color:** Click the  icon.

5. On the **Fonts** tab, 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.

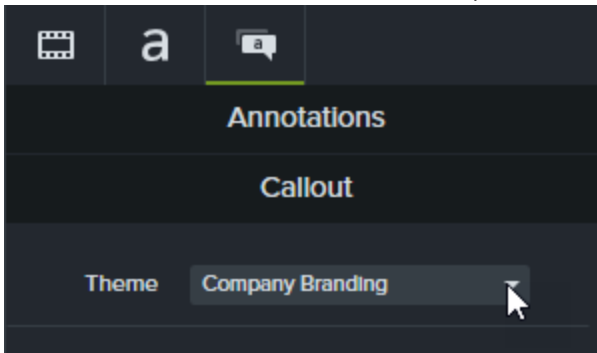
6. On the **Logo** tab, click the **Browse** button to select an image such as a corporate logo, icon, or company name.



7. Click **Save** to save the changes to the theme.

Apply Theme to an Annotation or Asset

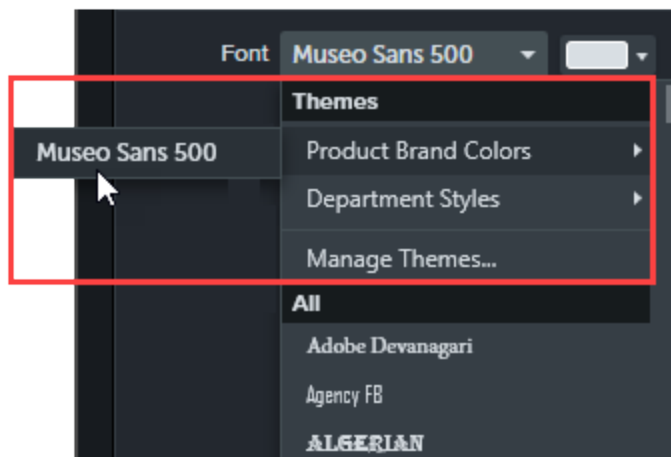
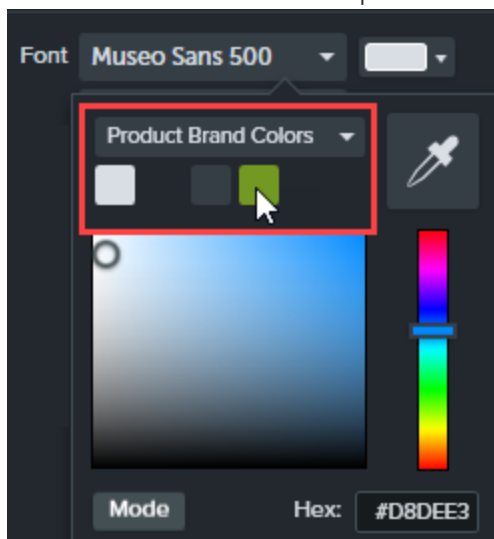
1. Select the annotation or asset on the timeline or canvas.
2. Click the **Properties** button to open the Properties panel.
3. Select a theme from the Theme dropdown.



Camtasia automatically applies the theme colors to the annotation or asset.

Quickly Access Theme Presets

1. Select an annotation or asset on the timeline.
2. Click the **Properties** button to open the Properties panel.
3. If theme presets are available for an individual property, a theme menu appears within the property. Select a theme to view the presets.



On Mac, you must have the system color picker disabled to view the theme colors. Select **Camtasia 2019 > Preferences > General tab > uncheck the Enable System Color Picker option.**

Related Articles

[Maintain a Consistent Look and Feel with Themes Tutorial](#)

[Camtasia Editor Properties](#)

Download TechSmith Assets for Camtasia

Enhance your [Camtasia](#) videos with assets downloaded from the [TechSmith Assets website](#).

Asset Types

The following types of assets are available to download from <https://library.techsmith.com>.

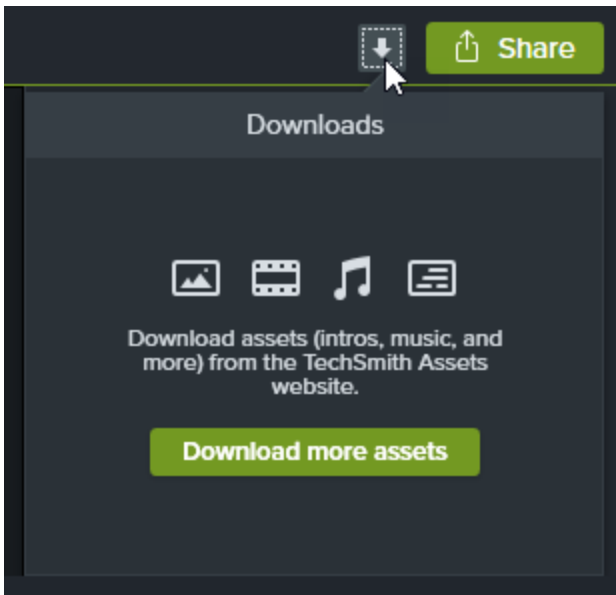
The assets are available for use in TechSmith Camtasia version 2018 or later projects.

Asset Type	Category
Video	<ul style="list-style-type: none">• Intros: Animations to introduce a video or scene.• Motion Backgrounds: Video clips to use as a background or scene in a video.• Lower Thirds: Overlay animations and text to introduce a speaker or scene in a video.• Footage: Video clips of real-world recorded content.• Effects: Short clips with an alpha channel to accent media.• Outros: Animations to end a video or scene.• Device Frames: Computer or mobile device frames to provide context around an image or video clip.
Images	<ul style="list-style-type: none">• Photos: Static images of real-world photography.• Icons: Illustrations or set of icons.
Audio	<ul style="list-style-type: none">• Music: Instrumental or vocal audio tracks.• Loop: Short audio samples to create a seamless playback loop.• Sound Effects: Short audio clips to accompany action on the screen for emphasis or storytelling.

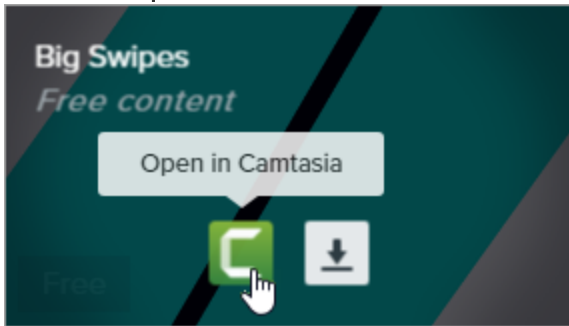
Download Assets to Camtasia

Automatically import downloaded assets into your Camtasia Downloads library for quick use in a video project.

1. In TechSmith Camtasia, click the **Downloads** button > **Download more assets**.

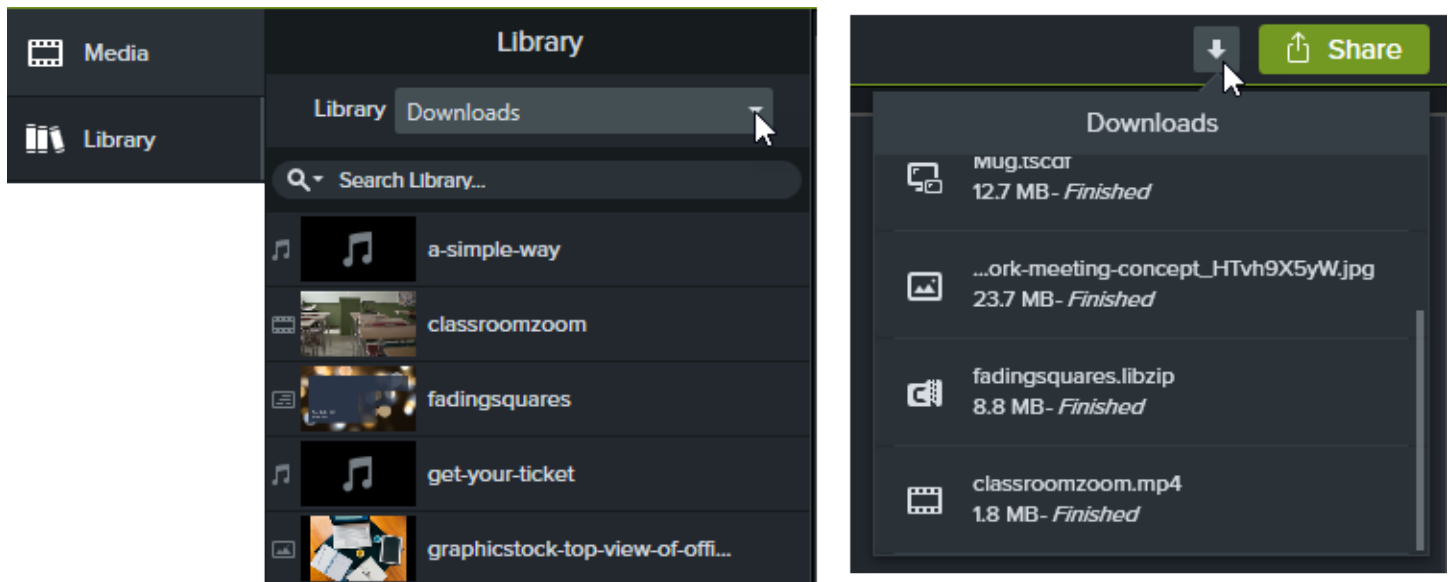


2. The [TechSmith Assets website](#) opens. Sign in with your TechSmith account.
3. Hover your cursor over an asset to preview it.
4. Click the **Open in Camtasia** button to download the asset into Camtasia.



You must have Camtasia version 2019 or later to download assets directly into 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.



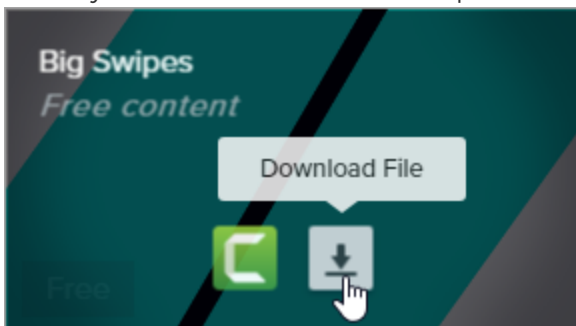
Download Assets to Your Computer

To learn how to download assets onto your computer, continue with the following sections based on your web browser:

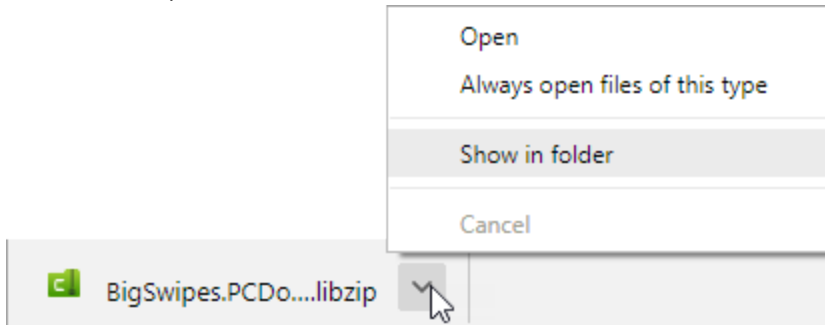
- [Google Chrome](#)
- [Microsoft Edge](#)
- [Firefox](#)
- [Internet Explorer](#)
- [Safari](#)

Google Chrome

1. Go to the [TechSmith Assets website](#) and sign in with your TechSmith Account.
2. Hover your cursor over an asset to preview it. Click the **Download** button.



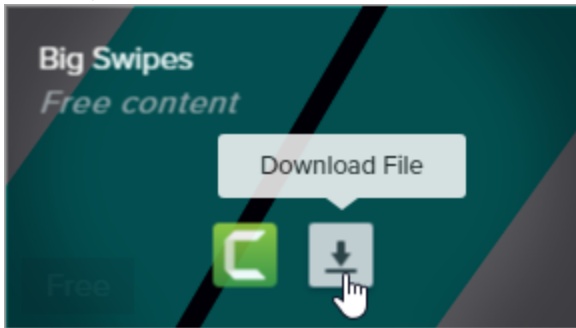
3. Google Chrome downloads the asset into your Downloads folder. At the bottom of your web browser, click the dropdown and select **Show in folder**.



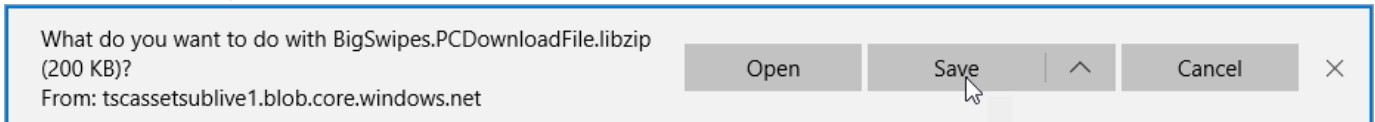
To add the asset to TechSmith Camtasia, see [Add Assets to Camtasia Library](#).

Microsoft Edge

1. Go to the [TechSmith Assets website](#) 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.



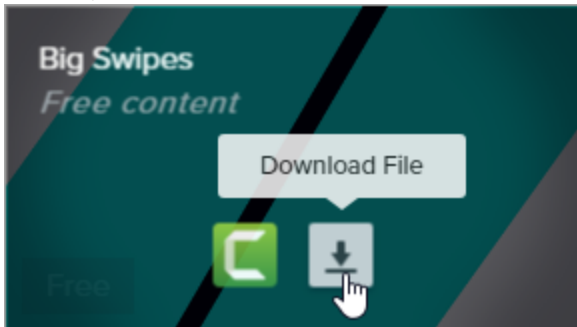
4. Microsoft Edge downloads the asset into your Downloads folder. At the bottom of your web browser, click the **Open folder** button.



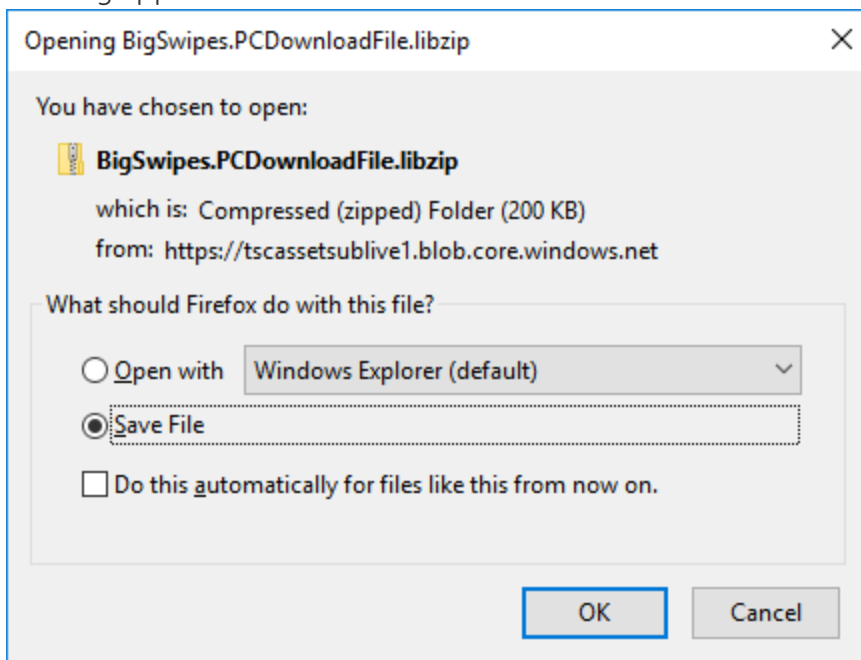
To add the asset to TechSmith Camtasia, see [Add Assets to Camtasia Library](#).

Firefox

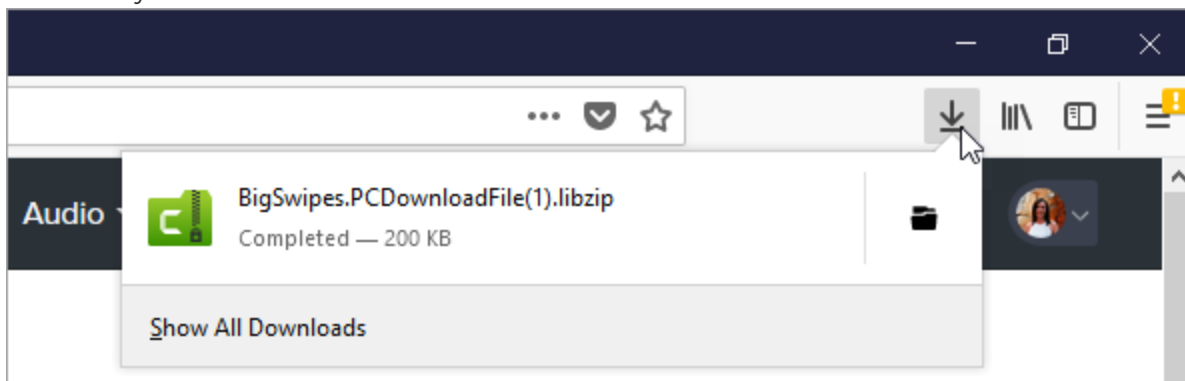
1. Go to the [TechSmith Assets website](#) and sign in with your TechSmith Account.
2. Hover your cursor over an asset to preview it. Click the **Download** button.



3. A dialog appears. Select **Save File** and click **OK**.



4. Firefox downloads the asset into your Downloads folder. Click the **Downloads** button in the upper-right corner of your web browser.



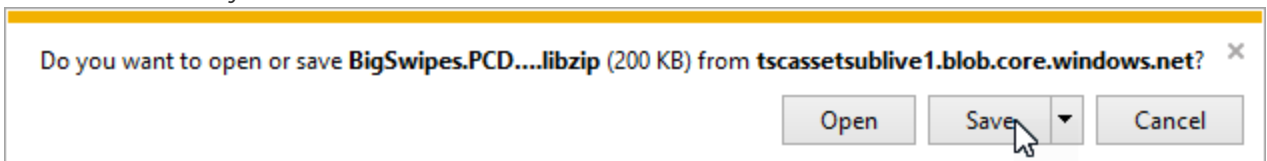
To add the asset to TechSmith Camtasia, see [Add Assets to Camtasia Library](#).

Internet Explorer

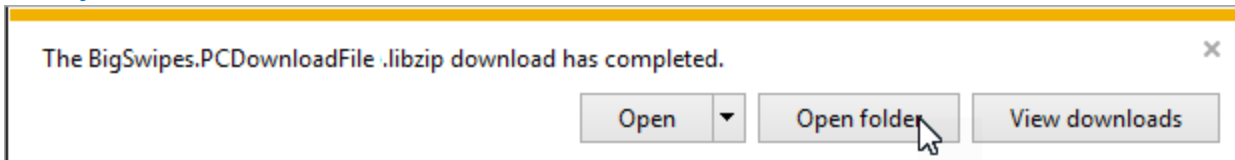
1. Go to the [TechSmith Assets website](#) and sign in with your TechSmith Account.
2. Hover your cursor over an asset to preview it. Click the **Download** button.



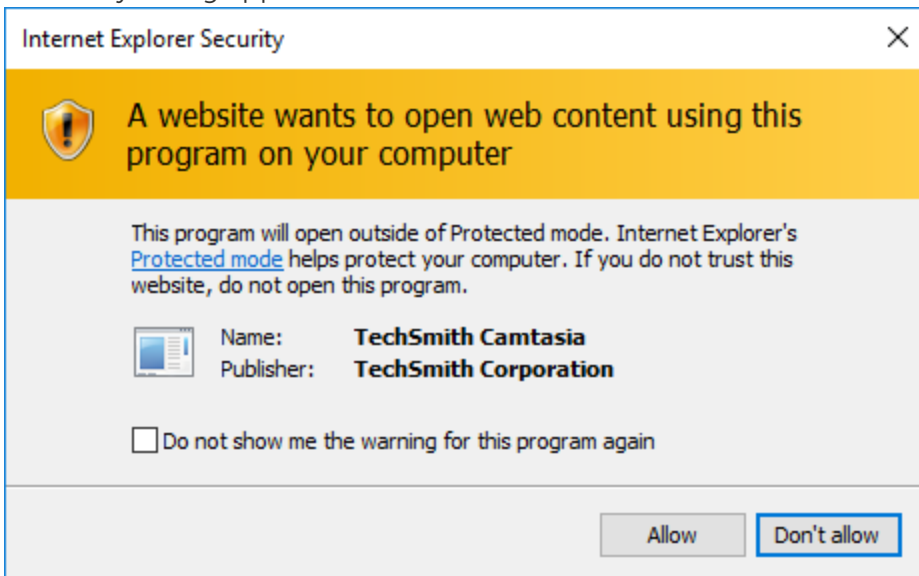
3. At the bottom of your web browser, click the **Save** button.



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 TechSmith Camtasia, see [Add Assets to Camtasia Library](#).

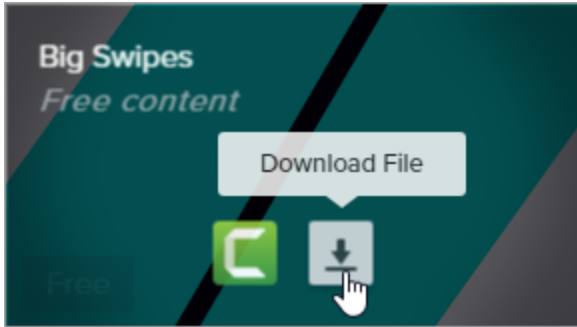


5. A security dialog appears. Click the **Allow** button.



Safari

1. Go to the [TechSmith Assets website](#) 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 TechSmith Camtasia, see [Add Assets to Camtasia Library](#).

Add Assets to Camtasia Library

If you downloaded an asset to your computer, complete the following to add the asset to your Camtasia Library.

Asset File Format	How to Add to Camtasia Library
LIBZIP (Intros, Lower Thirds)	<ol style="list-style-type: none">1. Double-click the .libzip file.2. Camtasia opens. In the Import to Library dialog, select Create New Library or select an existing Library to add the asset to.3. Click the Import button.
MP4 (Footage, Intros, Motion Graphics)	<ol style="list-style-type: none">1. In Camtasia, select File > Library > Import Media to Library or drag and drop the asset into the Library.
MP3 (Music, Loop, Sound Effects)	<ol style="list-style-type: none">2. Select the asset and click Open on Windows and Import on Mac.3. In the Add to Library dialog, select a Library from the dropdown.
JPG (Photos, Illustrations, Icons)	<ol style="list-style-type: none">4. Click OK.

In This Topic

[Asset Types](#)

[Download Assets to Camtasia](#)

[Download Assets to Your Computer](#)

[Add Assets to Camtasia Library](#)

Related Articles

[Find and Organize Assets](#)

[Add a Device Frame](#)

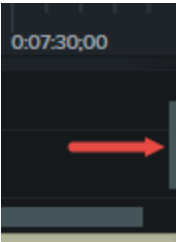
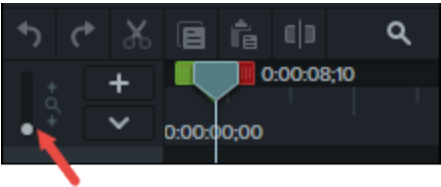
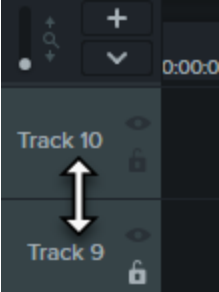
[Download TechSmith Assets Tutorial](#)


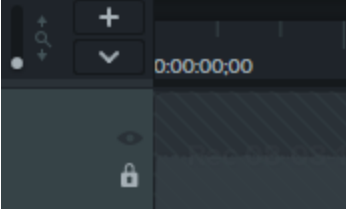

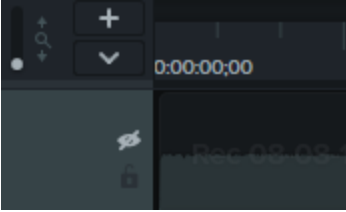
Timeline Basics


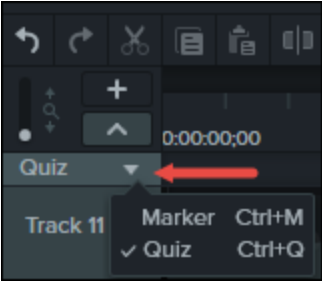
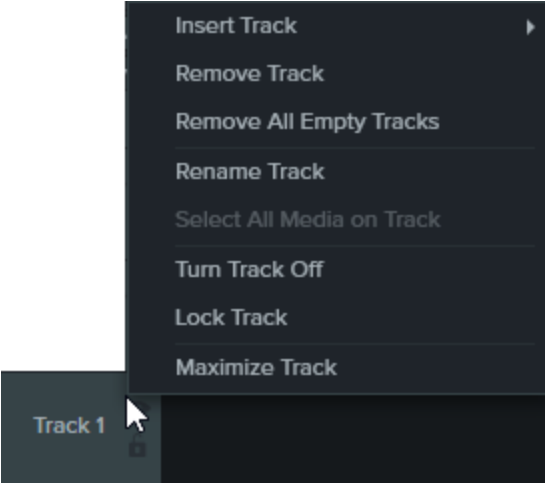
The timeline displays the sequence of all media in a video. Use the timeline to assemble a video. To add content to a video, drag media from the Media Bin or Library onto the timeline.

The playhead represents a point in time in the video. Everything that appears on the timeline tracks at that point displays as the current frame on the canvas.

Timeline Tracks

<p>Add a Track An unlimited number of tracks can be added to the timeline.</p>	<p>Click + to add a track to the timeline. Or, drag and drop media from the Media Bin or Library onto the "blank" area on the timeline to create a new track.</p>
<p>Scroll through Tracks</p>	<p>If there are several tracks on the timeline, use the scroll bar on the right side of the timeline to view unseen tracks.</p> 
<p>Rename a Track</p>	<p>Double-click the track name and type.</p>
<p>Change Track Size</p>	<p>To resize all tracks, drag the track slider.</p>  <p>To resize only one track, drag the border between tracks up or down.</p> 

<p>Lock / Unlock Track</p> <p>Lock a track to prevent editing or other changes to the media on that track.</p>	<p>Lock a Track</p> <p>Click the lock icon  to the left of the track.</p> <p>The icon turns white and the track dims with a lined effect to indicate the track is locked.</p>  <p>Unlock a Track</p> <p>Click the white lock icon to the left of the track. The icon turns gray and the track brightens to indicate the track is unlocked.</p> <p>About Locked Tracks</p> <ul style="list-style-type: none"> • Media on a locked track appears on the canvas, preview, and the final, produced video. • Media on locked tracks is included in the video during the production process. • Tracks in a group cannot be locked. • Media on a locked track cannot be cut, copied, deleted, pasted, or modified in any way.
<p>Turn Off / Turn On Track</p> <p>Turn a track off to prevent media from appearing in the canvas, preview, or the final produced video.</p>	<p>Turn a Track Off</p> <p>Click the eye icon  to the left of the track.</p> <p>The icon turns white and the track dims to indicate the track is off.</p>  <p>Turn a Track On</p> <p>Click the white eye icon to the left of the track.</p> <p>The icon turns gray and the track brightens to indicate the track is on.</p> <p>About Turned Off Tracks</p> <ul style="list-style-type: none"> • Media on turned off tracks is not included in the video during the production process.

	<ul style="list-style-type: none"> • Turn off a track to sample various audio clips. For example, to hear only the background music on a track without the voice-over track, turn off the voice-over track. • Media on a turned off track cannot be cut, copied, deleted, pasted, etc.
<p>Show / Hide Quiz or Marker View</p> <p>When a quiz or marker is added to the timeline, the quiz or marker view automatically opens.</p>	<p>Click the Quiz/Marker dropdown menu  and select which tracks to turn on or off.</p> 
<p>Tracks inside a Group</p>	<ul style="list-style-type: none"> • Each piece of media in a group has its own separate track. • There can be an unlimited number of tracks in a group. Edit the media on a group track as you would on a timeline track. • There is no need to ungroup to edit media in a group.
<p>Remove Empty Tracks</p>	<p>Right-click on a track and select Remove all empty tracks.</p>
<p>Track Options</p>	<p>Right-click on the track name to view track options available in the context menu.</p> 

Related Articles

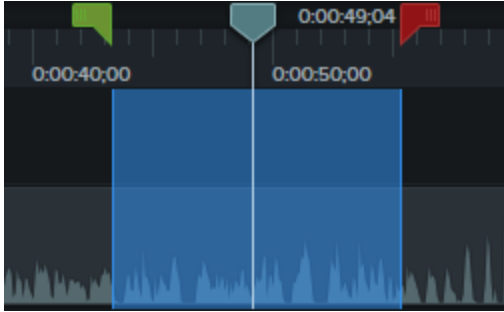

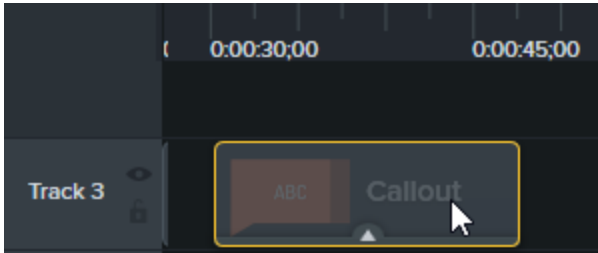
[Timeline Editing](#)

Timeline Editing

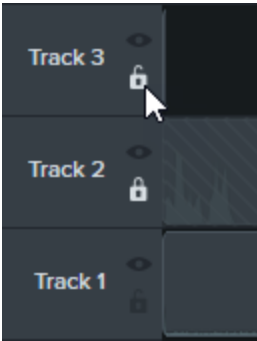
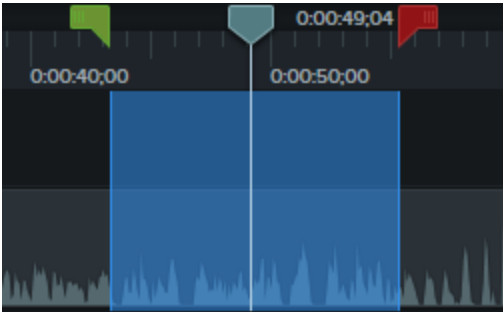

The timeline displays the sequence of all media in a video. Use the timeline to assemble a video. To learn more about working on the timeline, see [Timeline Basics](#).

Make a Selection

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

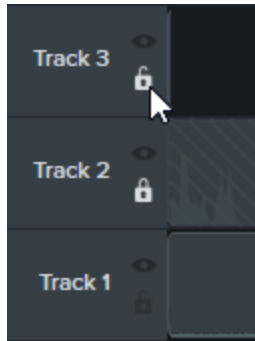
<p>Select part of the timeline</p>	<p>Click and drag the playhead's green or red handles to make a selection. The selected area is highlighted in blue.</p>  <p>For a precise selection, drag the Zoom slider to zoom in on the timeline content.</p> 
<p>Select media on timeline</p>	<p>Click to select media. Shift+click to select multiple media.</p>  <p>To select all media in an area on the timeline, click and drag the cursor on the timeline.</p>

Remove Unwanted Parts

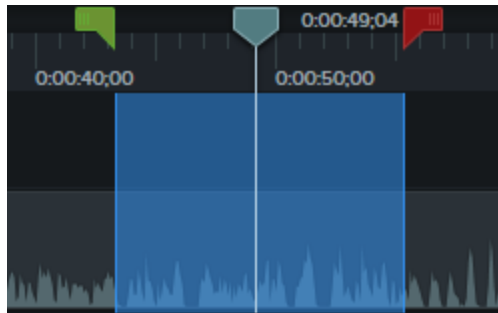
Delete media or selection	<p>To Delete Media: Select media on the timeline and press Delete.</p> <p>To Delete a Timeline Selection:</p> <ol style="list-style-type: none">1. Lock tracks on timeline that contain media you do not want to delete.  <ol style="list-style-type: none">2. Click and drag the playhead's green or red handles to make a selection. For a precise selection, drag the Zoom slider to zoom in on the timeline content.  <ol style="list-style-type: none">3. Press Delete on the keyboard.
Cut media or selection	<p>A cut removes a selection from the timeline and adds it to the clipboard.</p> <ul style="list-style-type: none">• When using the Cut tool, no gap is left on the timeline and remaining media is stitched together.• If desired, paste the media elsewhere onto the timeline.• You can cut a single clip or across multiple clips. <p>To Cut Media:</p> <p>Select media on the timeline and click the Cut button .</p>



To Cut a Timeline Selection:

1. Lock tracks on timeline that contain media you do not want to cut.



2. Click and drag the playhead's green or red handles to make a selection. For a precise selection, drag the **Zoom** slider to zoom in on the timeline content.

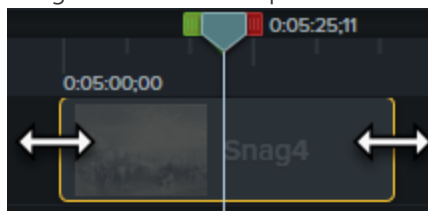


3. Click the **Cut** button . The selection is cut and media on timeline shifts and is stitched together.
4. To paste the selection on the timeline, move the playhead to a new location and click the **Paste** button .

Mark-in or mark-out a clip

Remove time from the beginning or end of a clip. The mark-in/mark-out option hides a portion of the clip instead of cutting it.

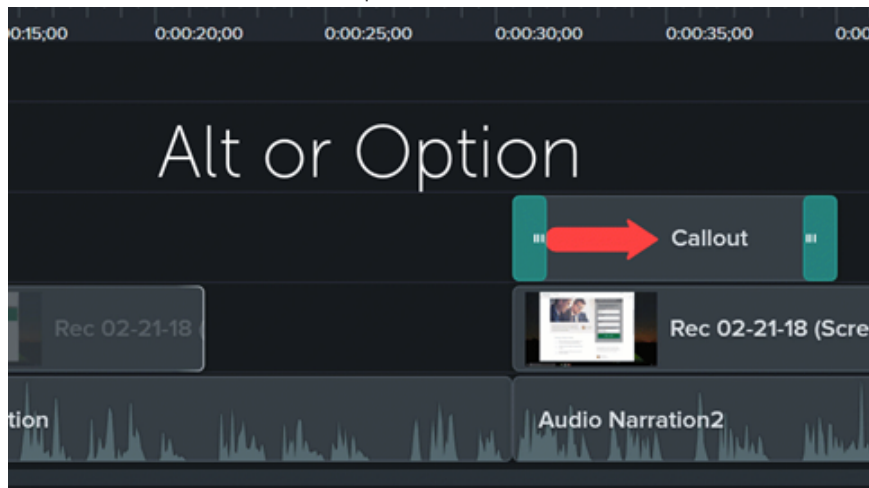
1. Click to select a clip on the timeline.
2. Hover the cursor over the beginning or end of the clip.
3. Drag the end of the clip in or out.



Insert Space or Extend Media

Use the following actions to move media together or sync video and audio.

Extend the frame of a video clip



Extend a frame in a video clip to extend the duration to match the audio or voice narration.

1. Drag the playhead to the frame to extend.
2. Click to select the clip on the timeline.
3. 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 **Alt** key (Windows) or **Option** key (Mac) while dragging the end of a clip.

While extending the frame, hold the **Shift** key to move the media on the same track to the right of the extended frame.


Split

Divide media into two clips.

- You can move and edit each clip separately.

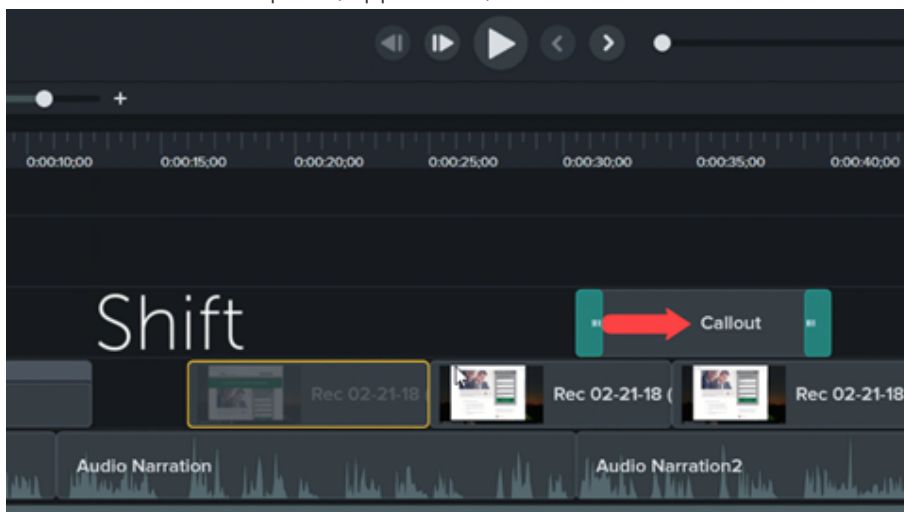
- Split clips to insert transitions, title slides, or graphics between scenes.

To Split Media:

1. Drag the playhead to the location to split.
2. Click to select media to split. To select multiple pieces of media, **Ctrl+click** (Windows) or **Command+click** (Mac) to select the media.
3. Click **Split**  or press **S** on the keyboard.

The clip splits into two separate clips.

Move media to insert space (Ripple Move)



Move Media on One Track:

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

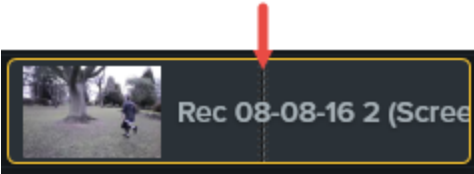
Insert space at a specific point (Ripple Split)

Hold the **Shift** key and drag the playhead. Camtasia splits the media across all tracks and moves everything to the right of the playhead with the selection.

See [Ripple Move and Extend Frame Tutorial](#).

Common Editing Tasks

Group media on the timeline	<p>Group media on the timeline to:</p> <ul style="list-style-type: none">• Help keep the timeline organized.• Resize all the media on the canvas at one time retaining the proper aspect ratio.• Move media together on the timeline or on the canvas.• Copy and paste frequently used sequences. <div data-bbox="699 548 1503 695" style="border-left: 2px solid green; padding-left: 10px;"><p>Save frequently-used sequences in the Library for use from project to project. See Find and Organize Assets.</p></div> <p>Group Characteristics:</p> <ul style="list-style-type: none">• Tracks within a group cannot be locked.• Groups can contain an unlimited number of media or tracks.• Groups can be added to other groups.• Drag media in or out of a group. <p>To Create a Group:</p> <ol style="list-style-type: none">1. Shift+click to select media to add to the group.2. Right-click the selection and select Group or press Ctrl+G. <p>Edit a Group:</p> <ul style="list-style-type: none">• Double-click the group title to rename it.• Click the plus/minus icon to open or close a group.• Right-click a group and select Ungroup. Media from the group retains its original position on the timeline.
Stitch media	<ul style="list-style-type: none">• Only sections of media created from the original clip can be stitched together.• Media must be next to each other to be stitched.• When media is cut, it is automatically stitched back together.• When media is deleted, it is NOT stitched and a gap is left on the timeline.

	<p>To Stitch Media Together: Right-click the location where the two media clips touch and select Stitch Media.</p>  <p>To separate media, right-click on the stitch and select Unstitch.</p>
Save a video frame as an image	<p>Save the current frame (on the canvas) as an image file (BMP, GIF, JPG, or PNG).</p> <ol style="list-style-type: none">1. Drag the playhead until the desired frame is displayed on the canvas.2. Select Share > Export frame as.3. The Export Frame As dialog appears. Enter a file name and select a file location.4. Select a file format from the Save as type field.5. Click Save.

Related Articles

[Timeline Basics](#)

[Video Editing Basics Tutorial](#)

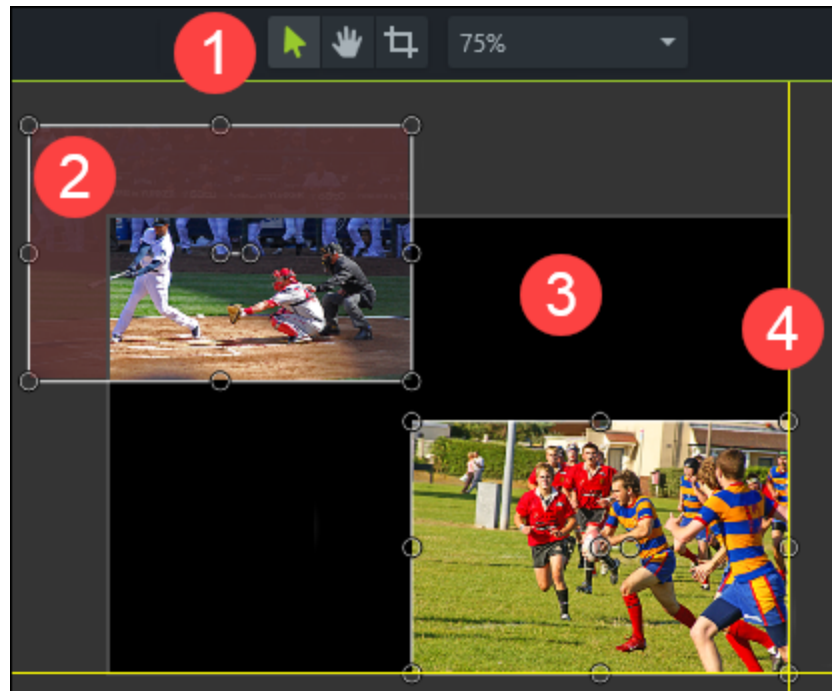
[Editing In-Depth 1 Tutorial](#)

[Editing In-Depth 2 Tutorial](#)

[Ripple Move and Extend Frame Tutorial](#)

Canvas Basics

The canvas, sometimes called the preview window, is the working area where you arrange, rotate, resize, and order the appearance of media on the timeline.

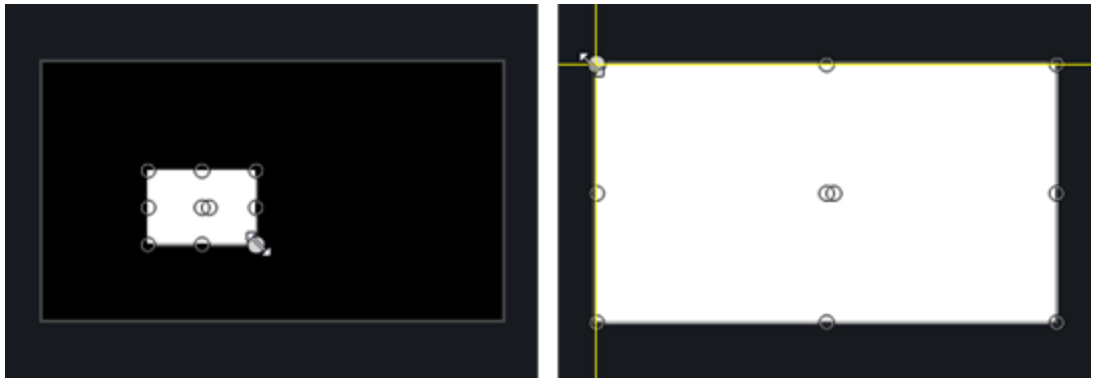


1. Canvas tools are located in the toolbar above the canvas.
2. An inactive area surrounds the canvas. Anything that is off-canvas is not included in the final video.
Tip! Add an animation to media located off-canvas to have it move into view.
3. The active part of the canvas. Everything on the active part of the canvas is included in the final video.
4. The outside edges of the canvas contain boundary guidelines to help you snap media to the edge.

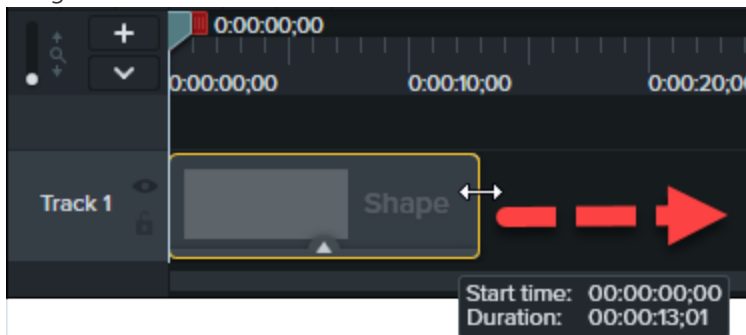
Canvas Tools

Change canvas background color	<p>The canvas background displays in the final video whenever media or assets do not cover the entire canvas.</p> <p>For the entire video:</p> <ol style="list-style-type: none">1. Right-click the canvas and select Project Settings.2. Select a color from the Color dropdown.3. Click Apply. <p>For a portion of the video:</p>
--------------------------------	--

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 the annotation on the canvas and select **Arrange > Send to Back**.
5. In the Properties, select the desired background color from the **Fill** and **Outline** color dropdown.
6. Drag an end of the annotation on the timeline to extend the duration.



Turn Edit mode on



Edit mode allows you to resize, rearrange, and rotate media. After using Crop or Pan, click **Edit** to continue working on the canvas.

Turn Crop mode on



Crop removes the unwanted outer areas of a video or an image clip.

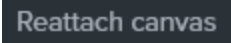


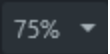
1. Click **Crop** to turn crop mode on.
2. On the canvas, drag the blue handles to remove desired area.
3. Click **Edit** to return to edit mode.

Turn Pan mode on



When zoomed in on the video at a high magnification level, use pan mode to move the video around within the boundaries of the canvas.

1. Click **Pan** to toggle pan mode on or off.

	<ol style="list-style-type: none"> In pan mode, the cursor turns into a hand on the canvas. Click and drag the video on the canvas to view an area of the video not currently shown on the canvas. While in pan mode, the canvas editing features are disabled. Click Edit to return to edit mode.
<p>Detach or attach canvas</p>	<ol style="list-style-type: none"> Right-click canvas > Detach Canvas. The canvas is detached. To reattach: <ul style="list-style-type: none"> Windows: Click Reattach canvas button in the empty canvas location.  Mac: In the empty canvas location, right-click > Reattach Canvas.
<p>Switch to Full Screen mode</p>  Windows  Mac	<ol style="list-style-type: none"> While canvas is detached, click the Full Screen button to expand it to fit the entire screen. <ul style="list-style-type: none"> All editing features are enabled while working in full screen mode. Press the Esc key on the keyboard to exit full screen mode.
<p>Change the magnification</p> 	<p>Click the Canvas Options dropdown menu to change the magnification level of the video on the canvas.</p> <ul style="list-style-type: none"> This does not change the canvas dimensions / editing dimensions of the video. Choose Fit to view the entire video within the boundaries of the canvas. When the view is magnified, use Pan mode to move the video around within the boundaries of the canvas.

Working with the Canvas

The canvas is the working area where you arrange, rotate, resize, and order the appearance of media on the timeline.

Select media	<p>Click media on the canvas to select it.</p> <p>When a clip, group, or other media is selected on the canvas, it is also selected on the timeline.</p>
Move, resize, or rotate	<ul style="list-style-type: none"> To move media: Click and drag to new location on the canvas. To resize media: Drag a handle in or out to desired size.

	<ul style="list-style-type: none"> • To rotate media: Drag the center handle and turn. Press and hold the ALT key while dragging media for 3-D rotation.
Select more than one media	<ul style="list-style-type: none"> • Press and hold Shift, then click each media to select. • Selected media can be moved, rotated, and resized together.
Reorder media	<ul style="list-style-type: none"> • Right-click media > Arrange. <div data-bbox="467 464 998 655" data-label="Image"> </div> • Media on the timeline is automatically updated on the timeline tracks to reflect the new order of the media.
Align media	<p>Snapping is available on the canvas to assist in aligning media.</p> <div data-bbox="396 835 894 1129" data-label="Image"> </div> <p>As media is moved on the canvas, the snapping guidelines appear.</p>

Related Articles

[Project Settings](#)

[Working with the Canvas Tutorial](#)

[Getting Crisp, Clear Screen Video Tutorial](#)

Add Markers

Markers indicate points on the timeline or within media.


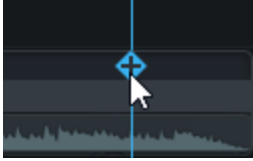


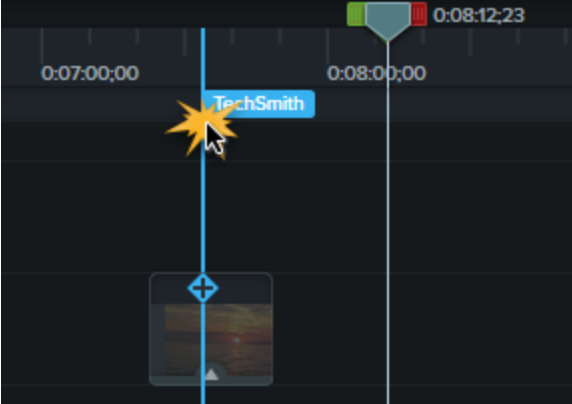
Use markers to:

- Add an interactive table of contents to your video to create navigation points for your viewers. See [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.

Working with Markers

- By default, markers are added as timeline markers.
- When added to the timeline, markers stay in the same location regardless of what media is added, moved, or deleted on the timeline.

To perform this task...	To this...
Add a marker while recording	Windows: Press Ctrl+M when recording.
Add marker in Editor	<ol style="list-style-type: none">1. Drag the playhead to the desired location on the timeline.2. Press Shift+M.
Add marker to media	<ol style="list-style-type: none">1. Press Ctrl+M to open the marker view.2. Click the plus icon  on the media. 

To perform this task...	To this...
	If you move or delete media, the media markers stay with the media.
Show / Hide marker view	Ctrl+M
Next marker	Ctrl+]]
Select between markers	Ctrl+Shift+[-Or- Ctrl+Shift+]]
Previous marker	Ctrl+[
Timeline select to previous marker	Ctrl +Shift+[
Timeline select to next marker	Ctrl+Shift+]]
<p>Change marker name</p> <p>If you include a table of contents when you produce a video, the marker names appear as the table of contents entries within the video.</p>	<p>Windows:</p> <p>Click to select marker > Enter new name in Properties > press Enter.</p> <p>-Or-</p> <p>Right-click marker > Enter new name in Properties > press Enter.</p> <p>Mac:</p> <p>Click to select marker and type name.</p>
<p>Turn a timeline marker into a media marker</p> <p>-Or-</p> <p>Turn a media marker into a timeline marker</p>	<ol style="list-style-type: none"> 1. Hover the cursor over the marker to change until the marker line turns blue. 2. Click timeline or media to change the location of the marker. 

To perform this task...	To this...
Move the location of a marker	Click and drag the marker to the desired position.
Delete a marker	<ol style="list-style-type: none"> 1. Click to select a marker. 2. Press Delete.
Delete all markers	Choose Modify > Markers > Remove all Markers
Split media at the point of all markers	Windows: Choose Modify > Markers > Split at All Markers

Related Articles

[Video Table of Contents](#)

Audio Basics

When creating a video, it's important to capture good, quality video. But, it's just as important, if not more so, to get good quality audio.


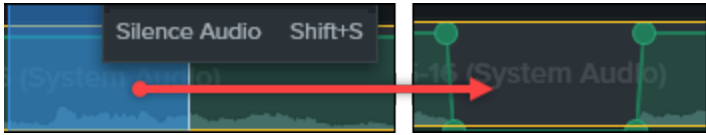
- Our ears almost always detect an audio error but our eyes are not so aware of errors occurring on-screen.
- Most people won't watch a video if the audio is bad – even if the video itself is very good.
- People are more likely to continue watching a poor quality video if the audio is good.





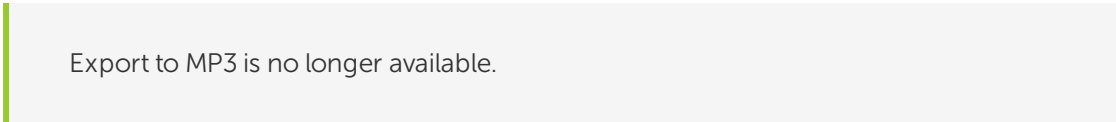


Tips for Getting Great Audio

- Use the best 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 to enhance or correct audio.
- Add audio points to enhance certain areas of the waveform.

There are two ways to work with audio in Camtasia: edit directly on timeline or [add effects](#).

Edit Audio on Timeline

To perform this action....	Do this...
Select audio on the timeline	Double-click a clip with audio. The clip turns green and the audio bar appears.
Increase or decrease the volume level	Drag the audio bar up or down. 
Silence a section of audio	Use the playhead to make a selection. Right-click the selection and choose Silence Audio . 
Add audio points	Double-click on the audio bar.

To perform this action....	Do this...
	
Move audio points	Grab and drag the audio point across the audio bar.
Fade audio in or out	<p>To create a fade, add three audio points to the audio bar. Drag up or down to create the desired fade.</p> 
Delete audio points	<p>Right-click an audio point and choose to delete selected point or all points.</p> 
Separate system audio from screen recording	Right-click audio and choose Separate Video and Audio .
Change the look of the waveform (Windows only)	<p>Choose Edit > Preferences > Program tab > Mirror waveform.</p> 
Save audio as M4A or WAV	<p>Share > Export Audio Only.</p> 
Apply Mix to Mono to have audio in both channels	<p>Select audio clip on timeline > Properties button > Audio sub-tab  > check Mix to Mono.</p>
Apply Gain to adjust audio level of all selected clips	<p>Select audio clip on timeline > Properties button > Audio sub-tab  > Gain > drag the slider control to adjust audio level.</p>

Related Articles

[Audio Effects](#)

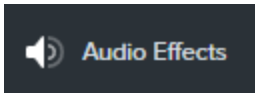
[Audio Editing Basics Tutorial](#)

Audio Effects

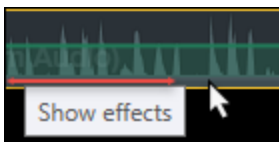
Use Audio Effects to enhance or correct audio. There are two ways to work with audio in Camtasia: [edit directly](#) on timeline or add effects.

Add Audio Effects

1. Click **Audio Effects** tab.



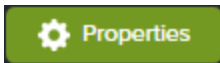
2. Drag an effect onto a clip with audio on the timeline. To show or hide the effects, click the Effects tray on media.



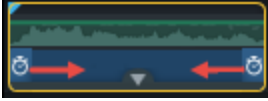
3. To adjust the duration, drag either end of the effect on timeline.



4. To customize effects, click **Properties**.



Effect	Customize Properties
Noise Removal Helps reduce background noise.	<ol style="list-style-type: none">1. Click Properties.2. Choose Analyze to automate noise removal process. (Windows only) Or, manually adjust the Sensitivity, Reduction (Mac), or Amount (Windows) to get desired effect.
Audio Compression Helps even out audio levels.	<ol style="list-style-type: none">1. Click Properties.2. Choose level from Volume variation dropdown menu. Or, manually adjust Ratio, Threshold, and Gain to get desired effect.
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.
Pitch (Mac Only)	<ol style="list-style-type: none">1. Click Properties.

Effect	Customize Properties
<p>Adjust frequency of sound waves to change voice sound.</p>	<p>2. Manually adjust Pitch, Ease In, or Ease Out to get desired effect.</p>
<p>Clip Speed Cause audio and video clip to play back faster or slower.</p>	<ul style="list-style-type: none"> • Drag effect on timeline to adjust speed.  <ul style="list-style-type: none"> • Or, open Properties pane to adjust Duration and Speed to get desired effect. <ul style="list-style-type: none"> • Adjust speed higher to cause video to play back faster. • Adjust speed lower to the video to play back slower.

Related Articles

[Audio Editing Basics](#)

[Project Settings](#)

Enhance Your Video Overview

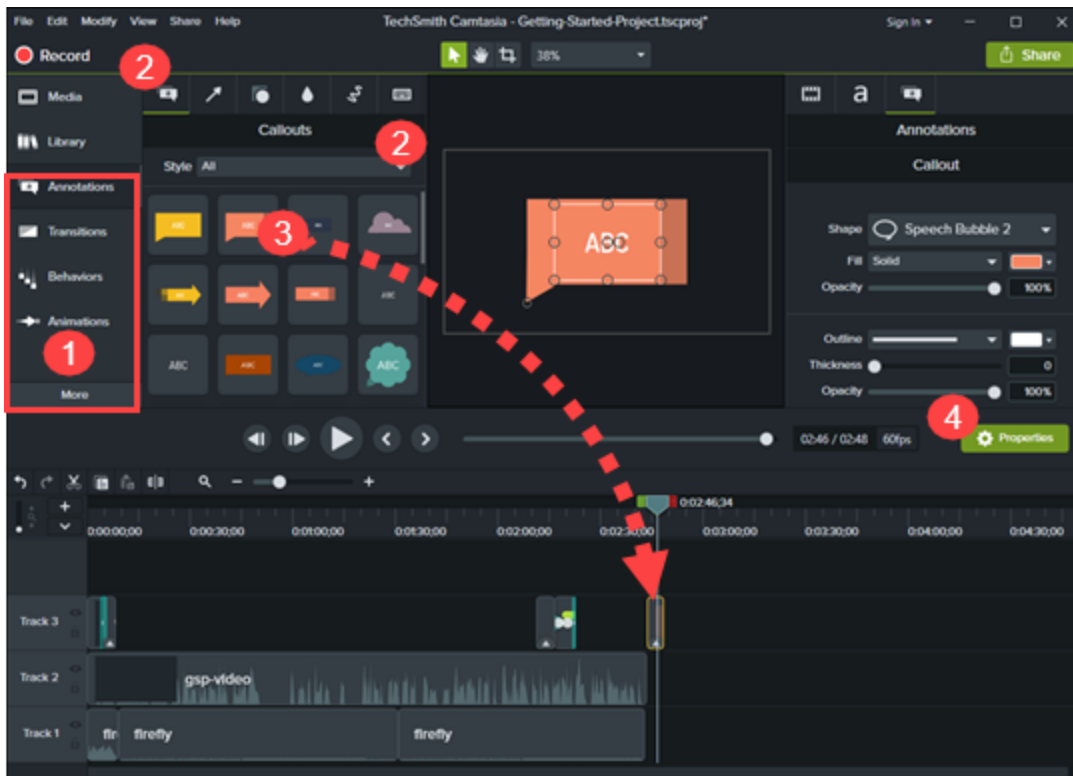
Add video enhancements to apply effects, animations, and annotations to your video.

Video Enhancements Types

Text and Annotations	<p>Graphics or text that appear on top of a video to draw viewers' attention to important objects or processes. To learn more about editing annotations, see Edit Enhancements.</p> <ul style="list-style-type: none">• Create an Intro or Title• Change the Canvas Background Color• Blur or Mask a Video• Transitions, Annotations, & Behaviors Tutorial
Transitions	<p>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.</p>
Behaviors	<p>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.</p> <p>These might include:</p> <ul style="list-style-type: none">• Plain text that gently pulsates where you want viewers to click a link.• Image or a logo that enters the screen then swings back and forth on a hinge.• Callouts that animate in various ways on the canvas to draw attention to an area in the video. <p>See Camtasia Behaviors Tutorial and Transitions, Annotations, & Behaviors Tutorial.</p>
Animations	<p>Animations add interesting focal points to your video such as:</p> <ul style="list-style-type: none">• 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.• 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. See Zoom In On Content. <p>Add animations to images, video clips, and annotations. To learn more about editing annotations, see Edit Enhancements.</p> <p>See Zoom & Pan with Animations Tutorial and Animations In-Depth Tutorial.</p>

<p>Cursor Effects</p>	<p>Camtasia Recorder collects and stores cursor data in the TREC recording file. Add cursor effects to enhance or edit the cursor your recording.</p> <ul style="list-style-type: none"> • Hide the Cursor • Smooth Out the Cursor in Screen Recordings Tutorial
<p>Visual Effects</p>	<p>Visual effects can improve the look and quality of your video. Effects apply to the entire clip on the timeline.</p> <ul style="list-style-type: none"> • Add a Device Frame • Remove a Color Tutorial (Green Screen or Chroma Key effect) • Change the Clip Speed • Add an Interactive Hotspot
<p>Gesture Effects</p>	<p>Gesture effects add visual effects that simulate taps, swipes, and pinches on mobile devices.</p>

Add an Enhancement

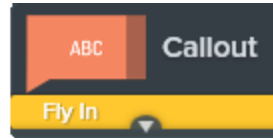
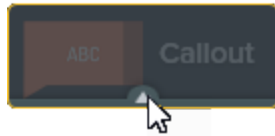


1. Click a tab.
2. Select a subtab or style.

3. Drag the option onto the timeline. For some enhancements, Camtasia highlights where the option can be applied.
4. Edit the properties.

Edit Enhancements

Delete	Select the enhancement on the timeline and press the Delete key.
Change Duration	<ul style="list-style-type: none"> • Drag the end of the enhancement on the timeline in or out. • Right-click on the enhancement on the timeline and select Duration. Enter a Duration in seconds.
View or Edit Behaviors and Visual Effects	<ol style="list-style-type: none"> 1. Click the Effects tray on an object on the timeline. <div data-bbox="553 690 823 825" data-label="Image"> <p>The image shows a dark grey rectangular tray with two items: 'ABC' on the left and 'Callout' on the right. A mouse cursor is pointing at the 'Callout' item.</p> </div> 2. Click to select the behavior or effect. 3. Edit the properties or press the Delete key to remove the behavior or effect.
Annotations	<p>Click to select the annotation to edit.</p> <ul style="list-style-type: none"> • Edit Text: Double-click the annotation on the canvas and enter the desired text. • Move: Click and drag the annotation to new location on the canvas. • Resize: Click and drag a handle in any direction. • Rotate: Click and drag the center handle.
Animations	<p>Click to select the animation to edit. The selected animation turns yellow.</p> <ul style="list-style-type: none"> • Change Duration: Drag the end of the animation in either direction. • 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. <p>For more editing help, see Zoom & Pan with Animations Tutorial and Animations In-Depth Tutorial.</p>
Behaviors	Click the Effects tray on the media and click to select the behavior. The selected behavior turns yellow.



In the properties:

- **In tab:** Customize how the behavior enters the canvas.
- **During tab:** Customize the behavior while it is on the canvas.
- **Out tab:** Customize how the behavior exits the canvas.

For more editing help, see [Camtasia Behaviors Tutorial](#) and [Transitions, Annotations, & Behaviors Tutorial](#).

Create an Intro or Title

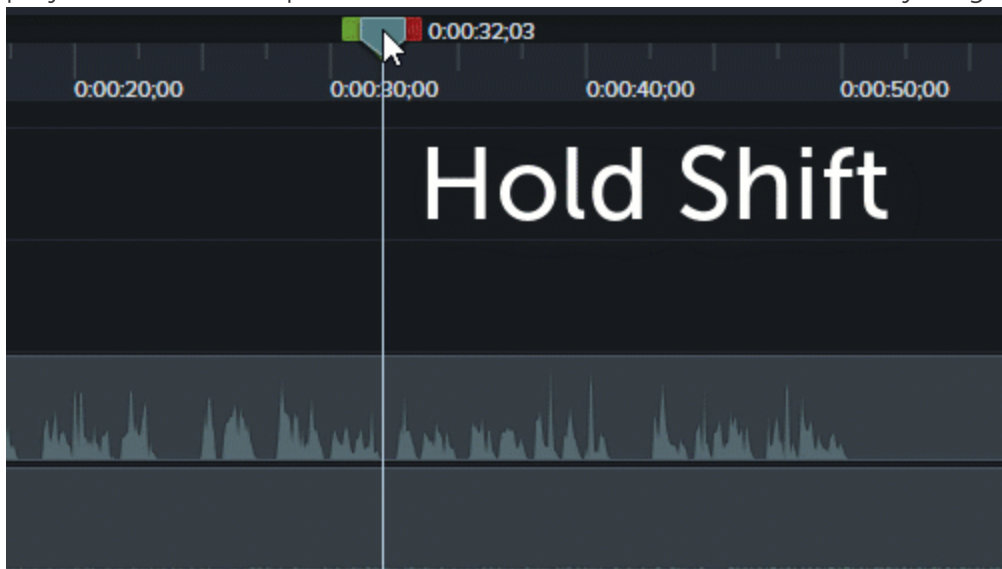
Title slides introduce a video, scene, or provide a call-to-action for your viewers.



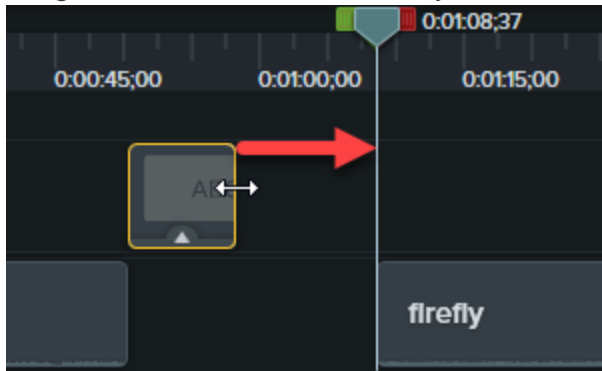
To use one of Camtasia's premade intros, drag an intro from the [Camtasia 2019 Library](#) onto the timeline or [download more](#).

Create a Custom Intro

1. To insert space, drag the playhead to the location to insert the intro. Hold the **Shift** key and drag the playhead. Camtasia splits the media across all tracks and moves everything to the right of the playhead.



2. Add a background:
 - **Solid Background:** Click the **Annotations** tab and drag a rectangle shape onto the timeline. Drag the handles to cover the canvas. Click the **Properties** button to edit the color.
 - **Static Image or Motion Backgrounds:** Drag media from the [Library](#) or [Media Bin](#) onto the timeline.
3. Drag the ends of the media to adjust the duration to fill the space on the timeline.



4. Add text such as the subject of the scene, your company name, or the speaker's name:
 - Click the **Annotations** tab and drag a text annotation onto the timeline. Double-click the annotation on the canvas and enter text. Click the **Properties** button to edit the text properties.
5. Add other customizations:
 - Drag assets such as your company logo or other visual elements from the [Library](#) or [Media Bin](#) onto the timeline.
 - To add a clickable call-to-action such as your a link to subscribe to your newsletter, channel, or social media, see [Interactive Hotspots](#).
 - To animate text or visual elements, see [Enhance Your Video Overview](#).

Related Articles

[Enhance Your Video Overview](#)

[Find and Organize Assets](#)

[Download TechSmith Assets](#)

Hide the Cursor

You can hide the cursor on any Camtasia Recording file (TREC) added to the timeline.

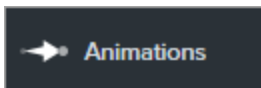
To highlight, magnify, or apply another cursor effect, see [Enhance Your Video](#).

Hide Cursor for Entire Clip

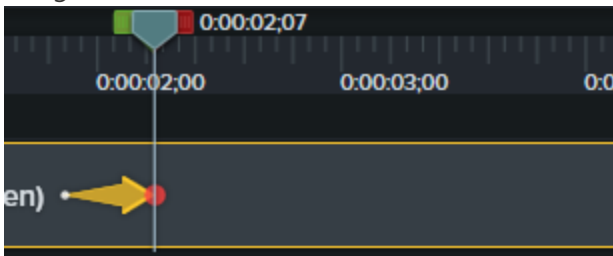
1. Click to select a TREC recording on the timeline.
2. Click the **Properties** button.
3. In the properties, click the **Cursor** tab and change the **Opacity** to 0%.

Hide Cursor for a Duration

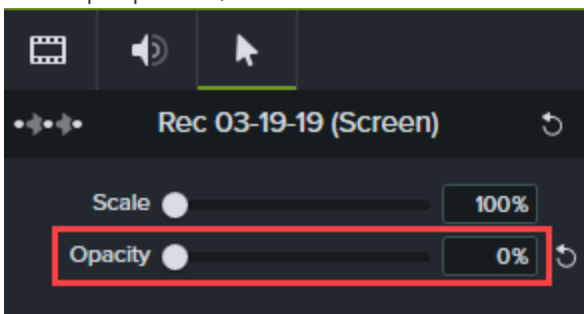
1. Select **Animations** tab > **Animations** subtab.



2. Drag the **Custom** animation onto the TREC on the timeline.
3. Drag the end of the animation arrow to the location to start hiding the cursor.

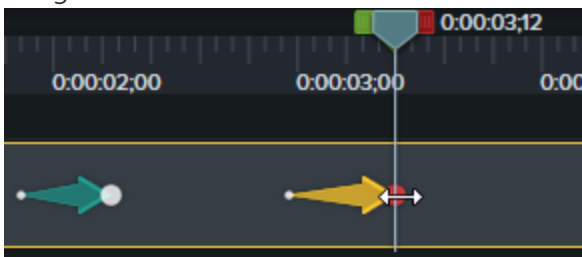


4. In the properties, click the **Cursor** tab and set the **Opacity** to 0%.

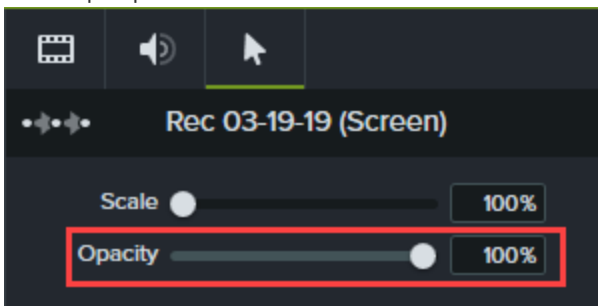


5. To show the cursor again in the video, drag another **Custom** animation onto the TREC on the timeline.

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%.

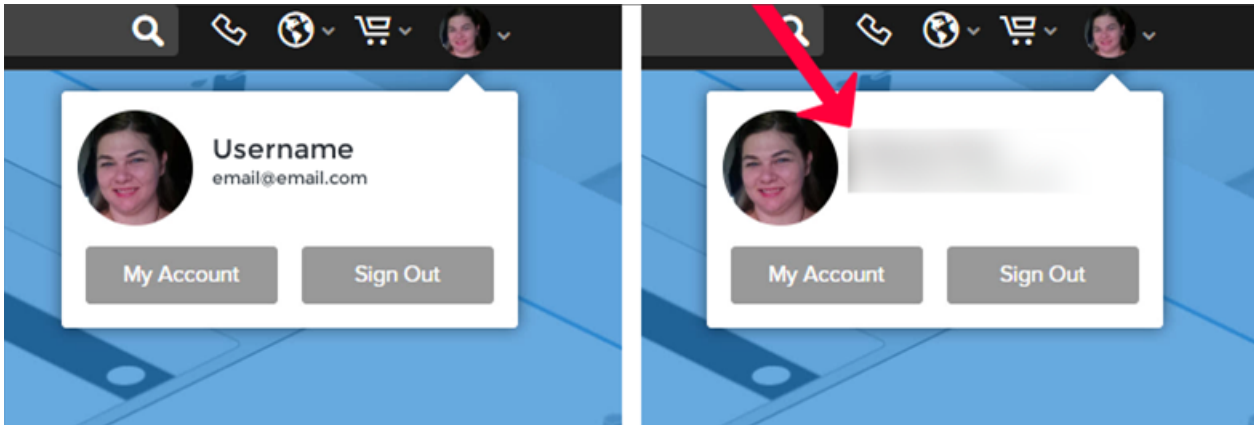


Related Articles

[Enhance Your Video Overview](#)

Blur or Mask a Video

Add annotations to hide portions of the video containing confidential or distracting content.



Blur an Area

Add a blur to cover sensitive information in a video such as billing or personal information.

Some blurred numbers and text can be decoded. We recommend using other annotations, such as callouts or shapes, to cover confidential information. See [Mask an Area](#).

1. Click the **Annotations** tab.
 - **Windows:** Click the **Special** subtab.
 - **Mac:** Click the **Blur & Highlight** subtab.
2. Drag a blur annotation onto the canvas or timeline:
 - **Blur:** Applies a standard blur effect.



- **Pixelate:** Applies a square or pixel blur.

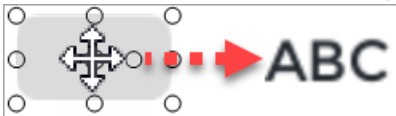


- **Spotlight:** Dims the video outside the selected area.



3. Position the annotation on the canvas.

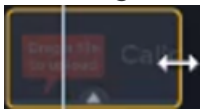
- To move the annotation, drag the center of the annotation to the desired location.



- To resize the annotation, drag the handles in either direction.



4. To change the duration, drag an end of the annotation on the timeline in either direction.

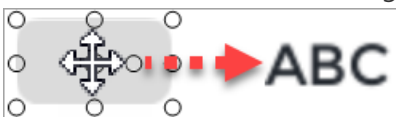


5. Click **Properties** and drag the **Intensity** slider to adjust the amount to blur.

Mask an Area

Add a shape annotation to cover up a pop-up, simplify a video, or hide sensitive content.

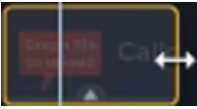
1. Click the **Annotations** tab.
2. Click the **Shapes** subtab.
3. Drag a shape annotation onto the canvas or timeline.
4. Position the annotation on the canvas.
 - To move the annotation, drag the center of the annotation to the desired location.



- To resize the annotation, drag the handles in or out.

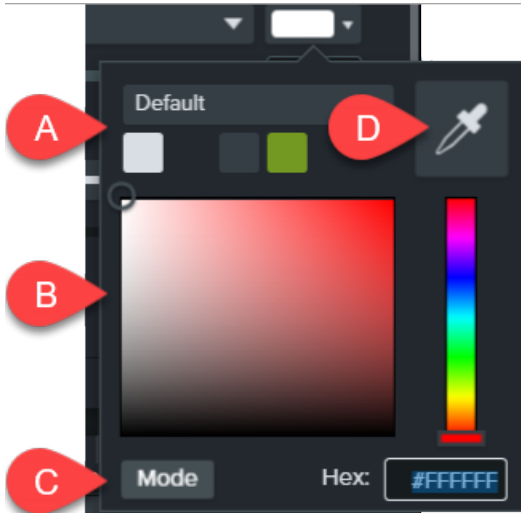


- To change the duration, drag the end of the annotation on the timeline in either direction.



- Click **Properties** to customize the annotation. See [Camtasia Editor Properties](#).

- To select a color, click the color dropdown and complete one of the following:



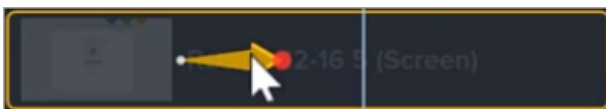
- Click to select a theme color.
- Click to select a color from the palette or drag the color slider.
- Enter a RGB or Hex value.
- Click the color picker and select a color on the screen.

Blur or Mask a Moving Object

Add an animation to cover up or blur a moving object in your video.

- Add a blur or shape annotation onto the canvas or timeline. See [Blur an Area](#) or [Mask an Area](#).
- Select **Animations tab > Animations subtab** (Windows) or click **Animations tab** (Mac).
- Drag the **Custom** animation onto the shape or blur on the timeline.

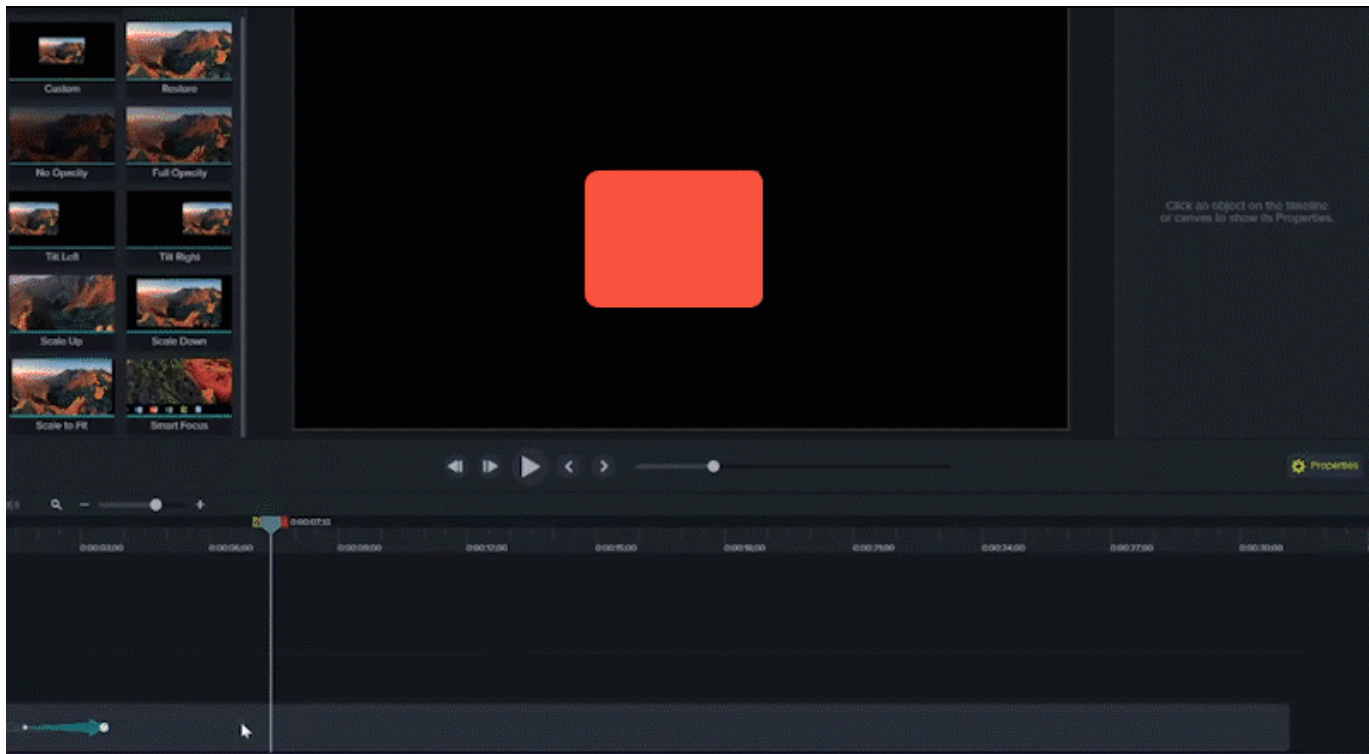
- To position an animation, drag the arrow.



- To extend/reduce the animation duration, drag either end of the arrow.



4. On the timeline, drag the playhead to the right of the animation arrow. To set the end location for the animation, drag the annotation to cover or blur the object on the canvas.



The blur or shape annotation moves with and covers the location set in the video.

In This Article

- [Blur an Area](#)
- [Mask an Area](#)
- [Blur or Mask a Moving Object](#)

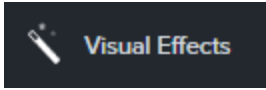
Related Articles

- [Enhance Your Video Overview](#)
- [Camtasia Editor Properties](#)
- [Animations & Effects Tutorial](#)
- [Animations In-Depth Tutorial](#)

Change the Clip Speed

Speed up or slow down media on the timeline.

1. Click **Visual Effects** tab.



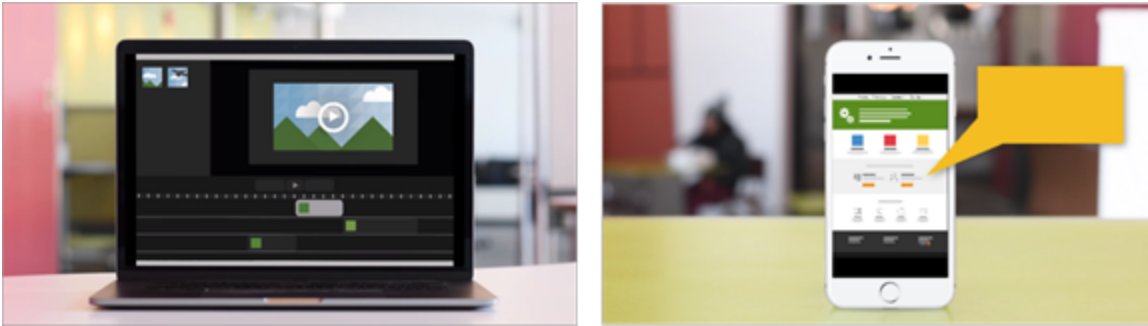
2. Drag the **Clip Speed** effect onto media on the timeline.
3. Click the **Properties** button to adjust the **Duration** and **Speed** to get the desired effect.
 - Increase the speed to playback the video faster.
 - Decrease the speed to playback the video slower.

Related Articles

[Enhance Your Video Overview Animations & Effects Tutorial](#)

Add a Device Frame

Add a device frame around an image or video clip to provide context and a professional look to your video.

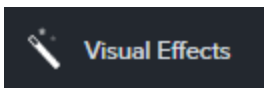


Device frames are great for:

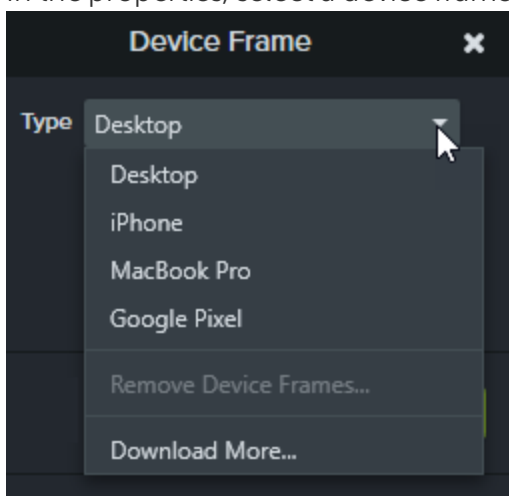
- Introducing a scene such as a mobile or desktop demo.
- Showing your company's website within a product marketing video.

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.



To download more device frames, select the **Download More** option in the Type dropdown or go to <https://library.techsmith.com>.

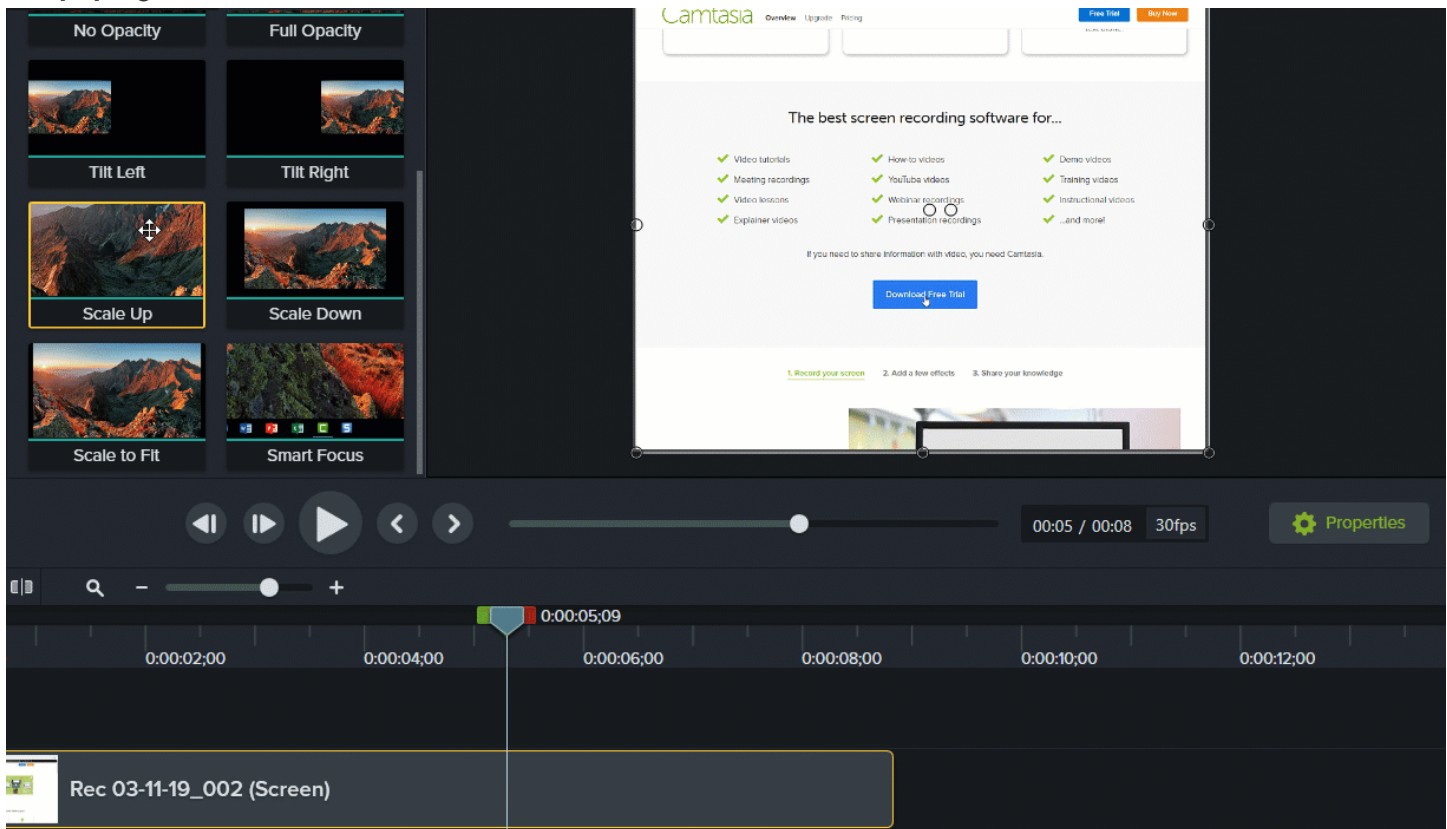
Related Articles

[Enhance Your Video Overview](#)
[Device Frames Tutorial](#)

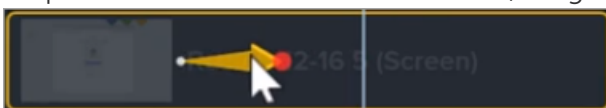
Zoom In On Content

Camtasia offers a number of animations that can be used to 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.

Apply Zoom Animation



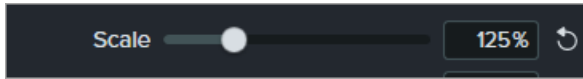
1. Select **Animations tab > Animations subtab** (Windows) or click **Animations tab** (Mac).
2. Drag the **Scale Up** animation onto media on the timeline.
 - To position when an animation occurs, drag the arrow.



- To change the animation duration, drag either end of the arrow.



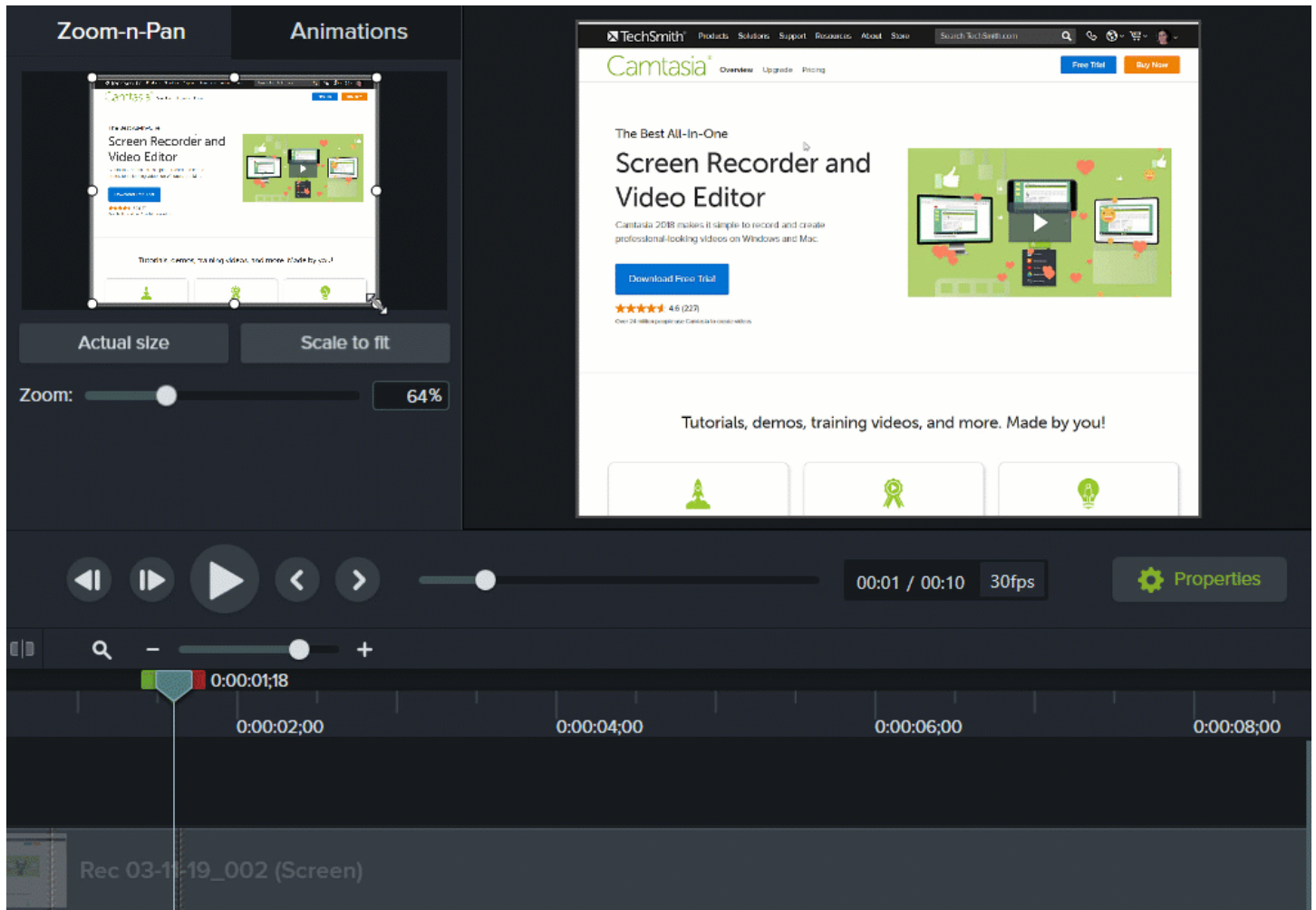
3. Click **Properties** to customize the annotation. See [Camtasia Editor Properties](#).
 - To adjust the zoom, move the playhead to the right of the arrow and drag the **Scale** slider.



4. To zoom out, drag the **Scale Down** or **Scale to Fit** animation onto media on the timeline and follow steps 2 and 3 above.

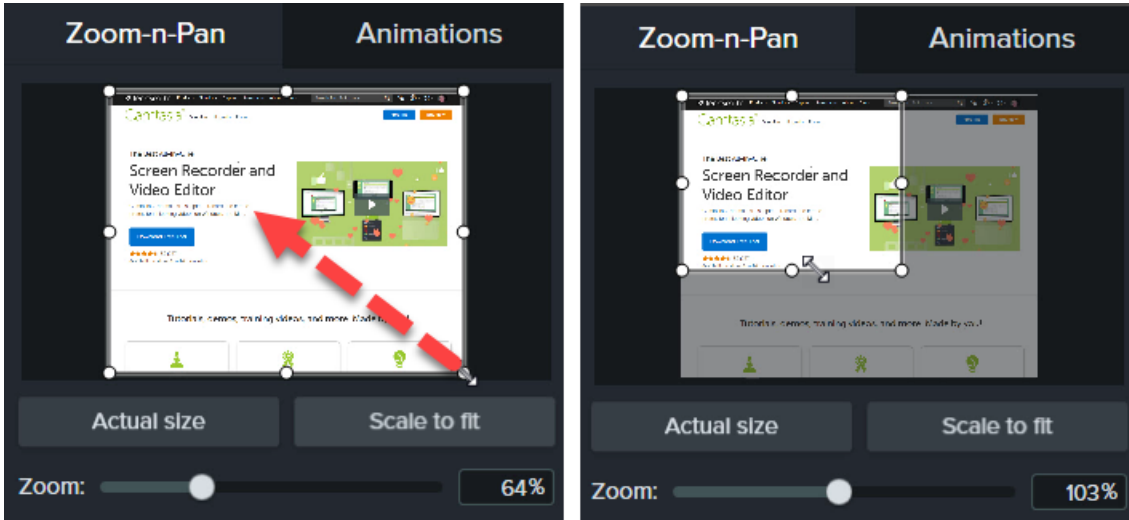
Apply Zoom-n-Pan Animations (Windows Only)

Use Zoom-n-Pan to quickly add zoom in, zoom out, and pan animations to the timeline.



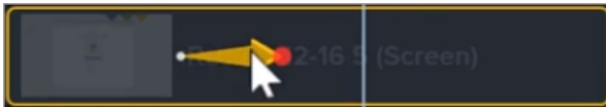
1. Drag the playhead on timeline to where you want zoom to occur.
2. Select **Animations > Zoom-n-Pan** tab.

3. Move and size zoom rectangle to get desired effect. The area fills the canvas and is what your viewers see.



4. A zoom animation is added to the timeline.

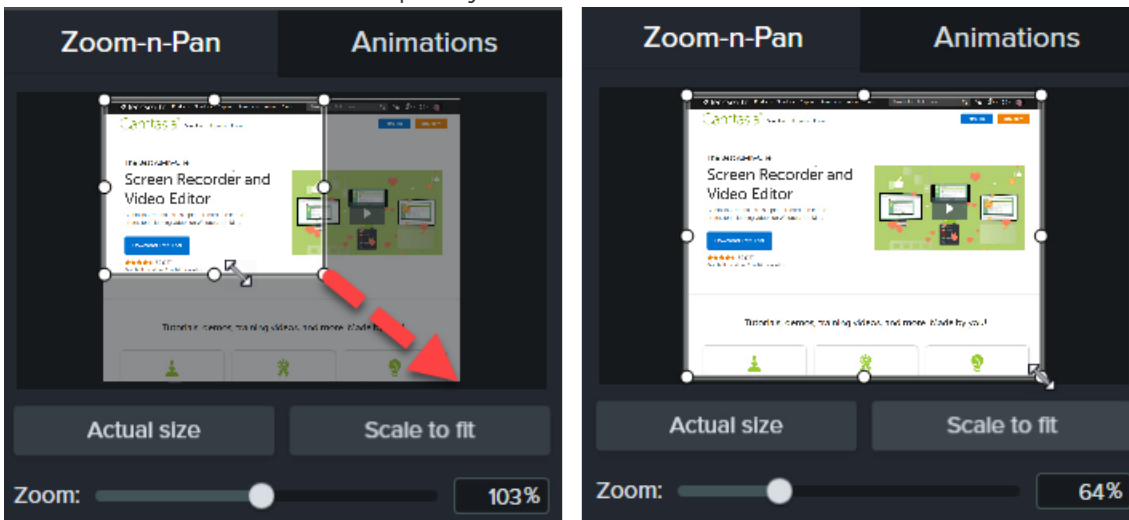
- To position when an animation occurs, drag the arrow.



- To change the animation duration, drag either end of 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 is created.



About SmartFocus™

Automatically zoom and pan with the Smart Focus animation. SmartFocus 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.

SmartFocus can only be applied to .trec files using Camtasia version 2019.0.0 or later.

Apply additional zoom and pan animations manually that you want in the video after applying SmartFocus. See [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 when 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 viewable at the original dimensions without zooming.

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 [Apply Zoom Animations](#).
- **Do not “talk” with the cursor.** Do not move the cursor around the screen as you speak. Try to keep the cursor still in the area of focus in the recording.
- **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 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.

Related Articles

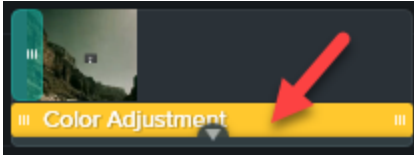
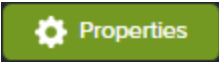
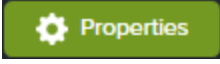
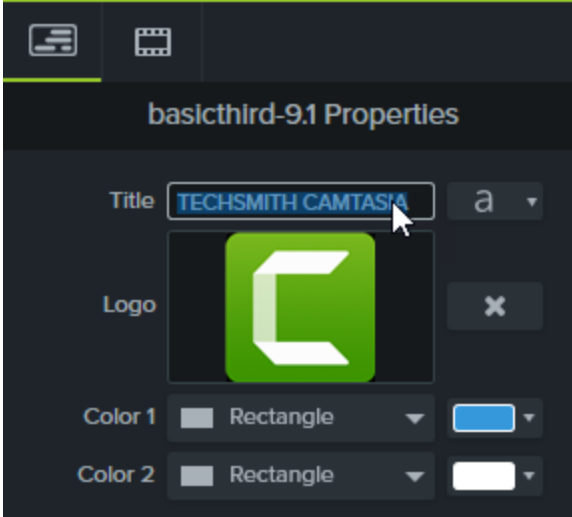
[Enhance Your Video Overview](#)

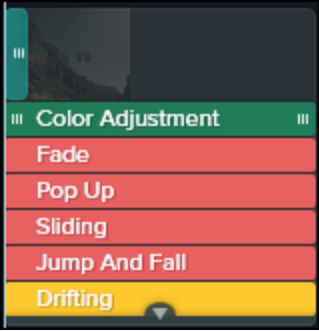
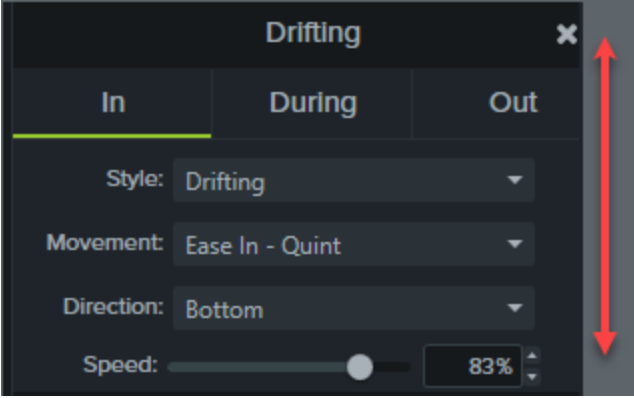

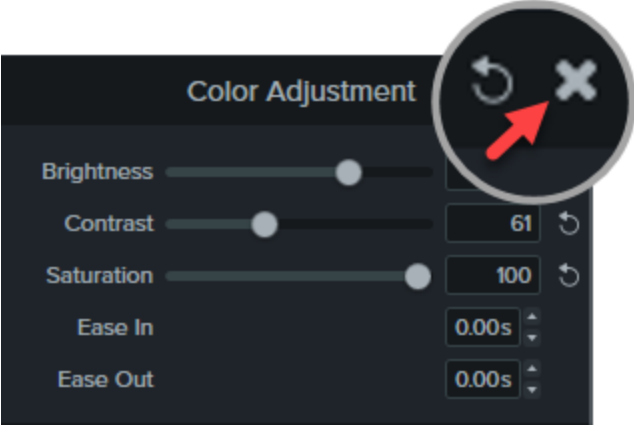
[Camtasia Editor Properties](#)

[Animations & Effects tutorial](#)

Camtasia Editor Properties

The **Properties** pane in the Editor allows you to customize the look of media, annotations, behaviors, effects and assets added to the timeline.

To perform this action...	Do this...
Open the properties for a clip, media, animation, behavior, or effect	<ol style="list-style-type: none">1. Select on timeline. 2. Click the Properties button. 
Edit the Quick Properties for assets Edit properties such as titles, logos, colors, text, and more for intros and lower thirds assets.	<ol style="list-style-type: none">1. Click to select asset on timeline.2. Click the Properties button. 3. On the Quick Properties tab, edit the desired properties. 
View properties for each effect Effects can be layered on media.	Use the scroll bar on the Properties pane.

To perform this action...	Do this...
	
<p>Set properties back to the default settings</p>	<p>Click the rewind button next to the desired option.</p>
<p>Delete an effect, animation, or behavior from a media or clip on the timeline</p>	<p>Click the X on the Properties box. To undo the delete:</p> <ul style="list-style-type: none"> • Press Ctrl+Z or Cmd+Z. • Choose Edit > Undo. • Click Undo . 

Related Articles

- [Create and Manage Themes](#)
- [Enhance Your Video Overview](#)
- [Download TechSmith Assets](#)

Interactive Hotspots

Hotspots provide a clickable call-to-action in a video for viewers 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 viewer's interest.
- Provide a link to purchase your product or software.

Add a Hotspot

1. Click the **Visual Effects** tab.
2. Drag the **Interactive Hotspot** effect onto visual media on the timeline.
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](#).
 - **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.

The [TechSmith Smart Player](#) is required to display hotspots in a video. See [Playback Requirements for Quizzes, Hotspots, and Captions](#) to learn how to produce a video with interactive hotspots.

Related Articles

[Add Interactive Hotspots to a Video Tutorial](#)

[Playback Requirements for Quizzes, Hotspots, and Captions \(Smart Player\)](#)

Captions


Captions display onscreen text for the audio, sounds, or actions occurring in a video.



Captions create videos accessible to a larger audience, including:

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

Caption Types

Camtasia offers three caption types. The caption type is selected during the video production process.

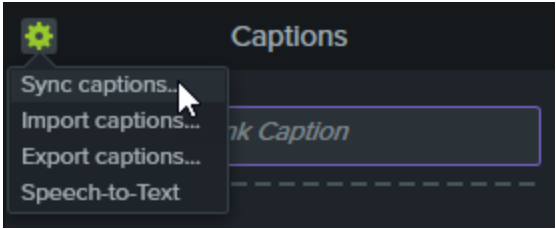
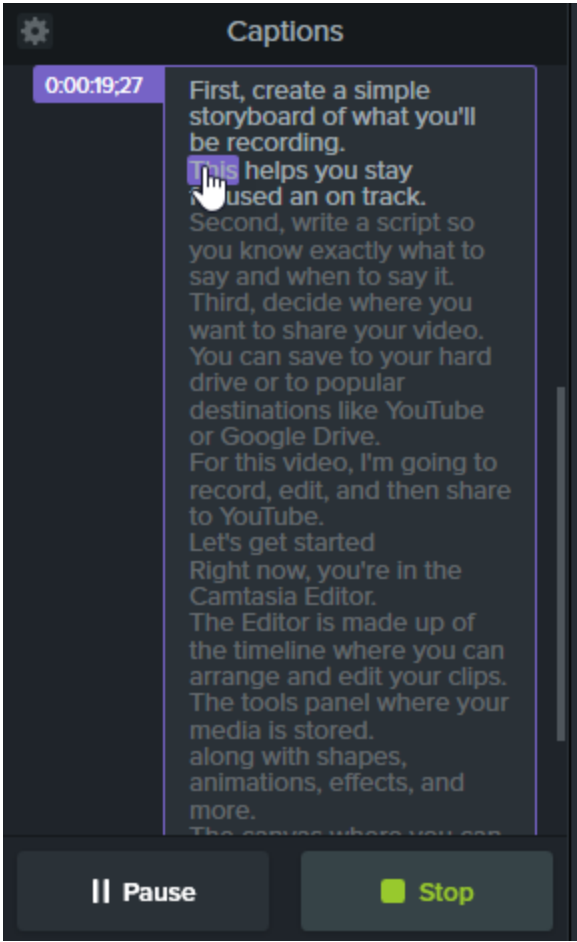
Caption Type	Production Option
<p>Closed Captions</p>  <p>Playback in the TechSmith Smart Player is required.</p> <ul style="list-style-type: none">• Captions are turned on/off by the viewer via a CC button on the video controller.• Captions are ADA compliant.• Caption display can be customized.• Captions are searchable when produced as a MP4 video. Viewers can click a search result to jump to that location in the video.	<p>Windows:</p> <ul style="list-style-type: none">• Select Share > Custom Production > New Custom Production > MP4 > Next > Options tab > Captions > Caption type > Closed captions. <p>Mac:</p> <ul style="list-style-type: none">• Select Share > Screencast.com > Caption Style > Closed Captions.• Or, select Share > Local Drive > File format > MP4 > Export for Web Page > Caption Style > Closed Captions.
<p>Burned In Captions (Open Captions)</p>	<p>Windows:</p>

Caption Type	Production Option
 <ul style="list-style-type: none"> • Captions are burned into the video and cannot be turned off by the viewer. • Captions are ADA compliant. • Caption display can be customized. • Captions are searchable when produced as a MP4 video. Viewers can click a search result to jump to that location in the video. 	<ul style="list-style-type: none"> • Select Share > Custom Production > New Custom Production > MP4 > Next > Options tab > Captions > Caption type > Burned in captions. <p>Mac:</p> <ul style="list-style-type: none"> • Select Share > Local Drive > File format > MP4 > Caption Style > Burned in captions.
<p>Under Video Captions</p>  <ul style="list-style-type: none"> • Captions cannot be turned off by the viewer. • This caption type adds captions under the video and increases the video's vertical dimension. 	<p>Windows:</p> <ul style="list-style-type: none"> • Select Share > Custom Production > New Custom Production > MP4 > Next > Options tab > Captions > Caption type > Under video captions. <p>Mac:</p> <ul style="list-style-type: none"> • Select Share > Local Drive > File format > MP4 > Export for Web Page > Caption Style > Under video captions.

Add Captions

It is recommended to add captions as the final step before producing your video. Camtasia offers several ways to add captions to your video:

Method	Steps
<p>Manually Add Captions</p>	<ol style="list-style-type: none"> 1. Move the playhead to the beginning of the timeline. 2. To add captions: <ul style="list-style-type: none"> • On Windows, click the Captions tab and click the Add Caption button. • On Mac, click the Audio Effects tab and drag the Captions effect onto the audio track on the timeline. Click the first caption segment. 3. Click the Loop button or press Enter to play the audio section. Type what you hear or paste the corresponding text from a written script. <div data-bbox="760 646 1037 772" data-label="Image"> </div> <ul style="list-style-type: none"> • If your caption exceeds three lines, the text changes to gray. Click the Split button to move the gray text into a new caption. • To change the duration of a caption, drag the Duration slider. The default duration is four seconds. <div data-bbox="829 978 1365 1062" data-label="Image"> </div> • For more caption writing tips, see ADA Compliant Caption Tips. 4. Click the Next Caption button or press the Tab key to add a new caption. <div data-bbox="760 1255 1050 1344" data-label="Image"> </div> 5. Repeat steps 3 and 4 until the end of the video.
<p>Sync Captions from a Script (Windows Only) You can paste a prepared script into the caption editor to synchronize the script with the audio playback.</p>	<ol style="list-style-type: none"> 1. Move the playhead to the beginning of the timeline. 2. Click the Captions tab and click the Add Caption button. 3. Paste the full script into the caption editor. 4. Click the Gear icon and select Sync captions.

Method	Steps
	 <p>5. 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.</p> <p>6. To add a new caption, click a word when you hear the word played back.</p>  <ul style="list-style-type: none"> • Click Pause to pause the video playback. • Click Stop to finish syncing the script and captions.
<p>Import or Export a Caption File You can import or export captions as</p>	<p>Import a Caption File</p>

Method	Steps
<p>SAMI or SRT (SubRip) files. Export captions created in Camtasia to archive, to use in another program, or to share captions across platforms.</p>	<p>Select File > Import > Captions and select a SAMI or SRT (SubRip) file. The caption file opens in the caption editor.</p> <h3>Export a Caption File</h3> <ol style="list-style-type: none"> 1. Select the Share menu > Export Captions. 2. Enter a file name and select SAMI or SRT. 3. On Windows, click Save. On Mac, click Export. <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p>In Camtasia project files, captions are not cross-platform compatible. To share captions between Mac and Windows, you must export the caption file as a SAMI or SRT file and then import the file into Camtasia on the other platform. See Import or Export a Caption File.</p> </div>

ADA Compliant Caption Tips

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute designed to ensure equal access to opportunities and benefits for qualified individuals with disabilities. In many state, government and education institutions, videos must include ADA compliant captions.



Apply these caption tips to make your captions ADA compliant:

- Include no more than 32 characters per line.
- One to three lines of text appear onscreen, display for three to seven seconds, and then are replaced by the next caption.
- Captions are available throughout the entire video, even when there is no speaking.
- Time captions to synchronize with the audio.
- Require the use of upper and lowercase letters.
- Use a font similar to Helvetica medium.

If the caption style is not ADA compliant on Windows, the red ADA icon appears below the caption editor. To restore ADA compliancy for all captions, click the **ADA** dropdown and select **Make Compliant**.


- Captions should be accessible and readily available to those who need or want them.
- Captions should appear onscreen long enough to be read.
- Speakers should be identified when more than one person is onscreen or when the speaker is not visible.
- Spelling is correct.
- Words should be verbatim when time allows or as close as possible in other situations.
- All words are captioned, regardless of language or dialect.
- Punctuation is used to clarify meaning.
- Add music or other descriptions inside brackets such as [music] or [laughter].
- Indicate when no narration is present and describe any relevant sound effects.
- Use of slang and accent is preserved and identified.

Working with Captions

Delete caption	<ul style="list-style-type: none"> • On Windows, select caption on timeline and press the Delete key. • On Mac, select caption on timeline and delete text from the caption editor.
Remove all captions from media or timeline	<ul style="list-style-type: none"> • On Windows, select Modify > Captions > Remove All Captions. • On Mac, select media on timeline. Select Modify > Captions > Remove Captions.
Split caption	Right-click on the caption and select Split Caption .
Merge caption	<ul style="list-style-type: none"> • Move the playhead to the caption on the timeline to merge. Right-click on the caption and select Merge with Next Caption. • Or, click the gear icon  and select an option.
Hide captions in video	<p>On Windows:</p> <ul style="list-style-type: none"> • On the Captions track, click the disable option.  <ul style="list-style-type: none"> • Or, Select Share > Custom Production > New Custom Production > MP4 option > Next > Options tab > Uncheck

the Captions option.

On Mac:

- Select **View > Hide Caption Track**.
- Or, click **Properties**  **Properties** > Hide Caption Track.

Quizzes

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.

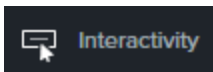
The [TechSmith Smart Player](#) is required for table of contents, closed captions, search, quizzing, and hotspots in a video. To include the TechSmith Smart Player, produce the video to MP4 or share to Screencast.com.

Quiz Features

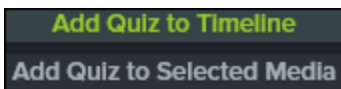
<ul style="list-style-type: none">• Unlimited number of fill in the blank, multiple choice, short answer, or true/false questions.	<ul style="list-style-type: none">• Require quiz / survey takers to submit a name and email address.
<ul style="list-style-type: none">• Provide up to thirty answers options per question.	<ul style="list-style-type: none">• Set the quiz to be scored or unscored.
<ul style="list-style-type: none">• Get score reporting via the Camtasia Quiz Service.	<ul style="list-style-type: none">• For surveys, use the unscored option.

Set Up a Quiz

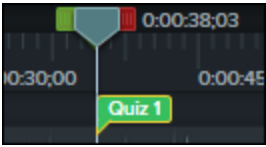
1. Select media or move playhead to desired quiz location then click the **Interactivity** tab.



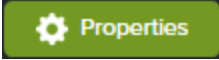
2. Choose to add quiz to media or timeline.



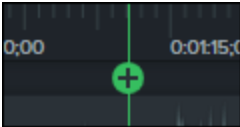
3. Quiz is added and quiz mode is turned on.



4. Add questions and set options in **Properties**.



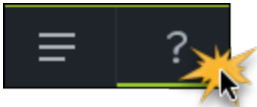
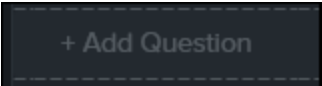
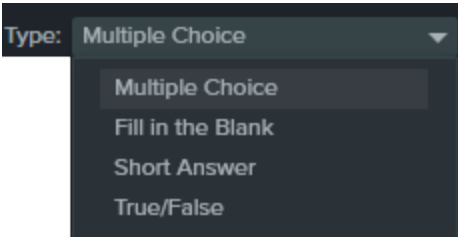
5. To add another quiz, move cursor along timeline and click to place quiz. As long as quiz mode is "on," you are able to add new quizzes.

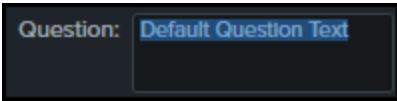
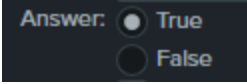
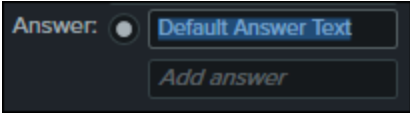
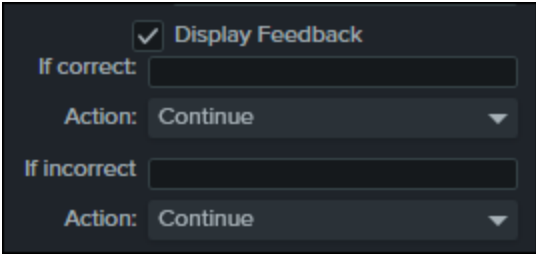





6. To turn "off" quiz mode, click the small arrow next to **Quiz** under the timeline toolbar.

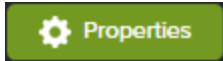
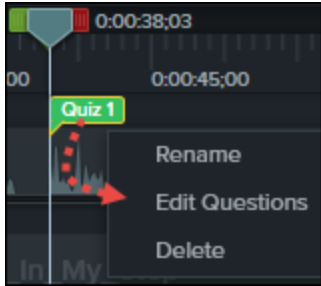
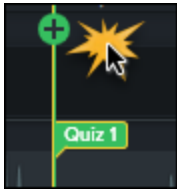


Quiz Questions and Options

Perform this action...	Do this...
Create questions	 <p>Click the Questions sub-tab.</p> <ul style="list-style-type: none">• The first question is created for you.• To add more questions, click the Add Question button. 
Choose a question type	<p>Click Type. Select question from dropdown.</p> 

Perform this action...	Do this...
Enter question	<p>Click in the Question field. Immediately type question.</p> 
Enter or select answer	<p>For true/false, choose answer type.</p>  <p>For all other questions, click in the answer field. Immediately type answer.</p> 
Give feedback for answers	<p>Check the Display Feedback option.</p>  <ul style="list-style-type: none"> • Enter a response for a correct / incorrect answers. • Choose next action to come after correct / incorrect answers.
Preview how quiz appears to your viewers	<p>Click the Preview button. </p>
Enter quiz name	<p>Click the Quiz Options sub-tab. </p> <p>Enter the name in the Quiz Name field.</p>
Create survey	<p>Click the Quiz Options sub-tab. </p> <p>Leave the Score Quiz option unchecked.</p>
Get scores and information about quiz	<p>See Quiz Reporting.</p>

Working with Quizzes

To perform this action...	Do this...
Customize color, look, style, and more	<p>Select quiz on timeline, click Properties.</p>  <p>-Or-</p> <p>Right-click a quiz on timeline and choose editing option from menu.</p> 
Delete	Select a quiz on a clip or media, press Delete on keyboard.
Change media quiz to timeline quiz	<p>To change a media quiz to a timeline quiz, or vice versa:</p> <ol style="list-style-type: none">1. Select the quiz.2. Hover mouse over timeline or media until it turns green.  <ol style="list-style-type: none">3. Click to change the quiz location.

Quiz Reporting

You can report the results of the quiz through email or via a SCORM-compliant Learning Management System (LMS).

- If you choose to have quiz results delivered by email, you receive the results through email via the Camtasia Quiz Service.
- The quiz service takes the collected quiz data and sends it to the quiz creator in the form of two CSV reports: Summary and Detailed.

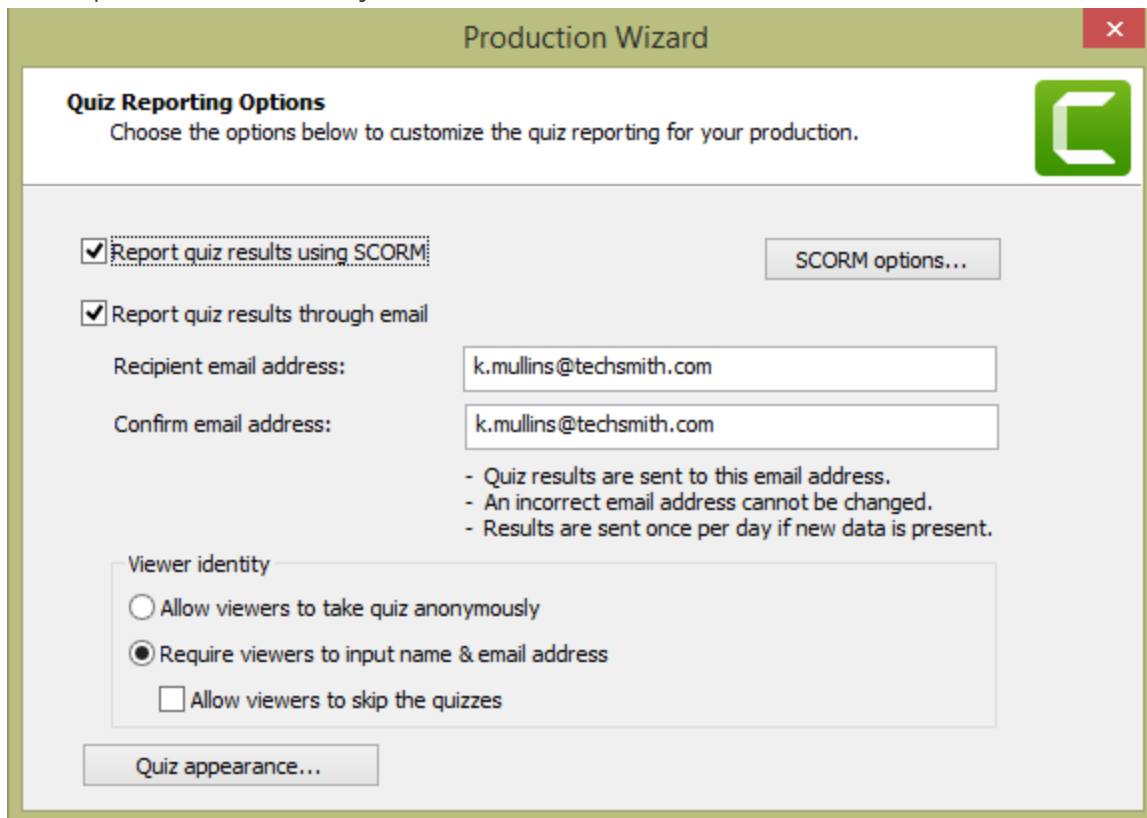
About the CSV Report

The Summary CSV report contains a total score and percentage for each person, per video. While a video may have several quizzes, the summary report combines the scores from all quizzes in the video to give one overall score.

- The Detailed CSV report contains a time stamp, detailed question/answer scores, text field entries, and more.
- The reports are in a comma delimited CSV text file format. This format is best viewed in a program that allows you to easily manipulate data in columnar format like Microsoft Excel or Google Spreadsheets.
- Reports are sent once each day. No reports are sent if there is no new data collected.
- Reports aggregate data. So, each report contains both old and new data.
- You cannot unsubscribe from the Quiz Service. The only way to stop getting reports is to stop having people take the quiz or take the video down from the Web.
- You cannot change the reporting email address.

Production Wizard Reporting Options (Windows)

The quiz reporting options are available in the Production Wizard when you choose Screencast.com, or an MP4 option with Smart Player.



Production Wizard

Quiz Reporting Options
Choose the options below to customize the quiz reporting for your production.

Report quiz results using SCORM [SCORM options...](#)

Report quiz results through email

Recipient email address:

Confirm email address:

- Quiz results are sent to this email address.
- An incorrect email address cannot be changed.
- Results are sent once per day if new data is present.

Viewer identity

Allow viewers to take quiz anonymously

Require viewers to input name & email address

Allow viewers to skip the quizzes

[Quiz appearance...](#)

Share Video Wizard Reporting Options For Mac

The quiz reporting options are available in the video Share screen when you choose **ScreenCast.com**, or **Local File > MP4** option.

Reporting Options	Details
Report quiz results using SCORM (Only available with Share > Local File > MP4)	Provides a packaged eLearning lesson with the video using SCORM.
Report quiz results through email	Enter, then re-enter, the email address of the person to receive the quiz reports. <ul style="list-style-type: none">• The email address must match in both fields. An incorrect email address cannot be changed later.• Quiz results are sent to the recipient once each day if new data is present via the Camtasia Quiz Service.
Viewer Identity	Choose viewer identity requirements. Require a name and email from the viewer taking the quiz / survey -Or- Allow them to take the quiz / survey anonymously.
Quiz appearance	Change the text viewers see when they take the quiz or survey. If you create a survey instead of a quiz, you can change the Take quiz now button to read Take survey now .

Related Articles

[Quizzing & Surveys Tutorial](#)


Video Table of Contents

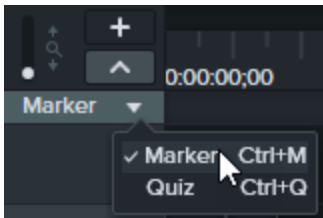
Add an interactive table of contents to your video to create navigation points for your viewers.

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, produce the video to MP4 or share to Screencast.com.

Create a Table of Contents (TOC)

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

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

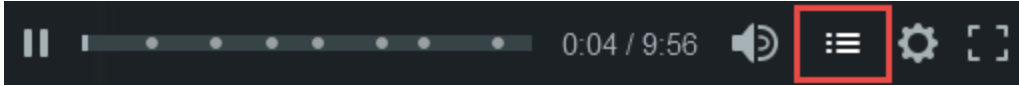


2. Click to add markers to the desired location on the timeline.
3. Right-click on the marker and select **Rename**. Type a name.

To learn more about editing markers, see [Add Markers](#).

Produce a Table of Contents (Windows)

1. Choose Share > Screencast.com or, to create an MP4 file with custom TOC settings:
2. Select **Share** button > **Custom production** > **New Custom Production** > **MP4 - Smart Player (HTML 5)** > **Next** > **Next** > **Next** > **Marker options**.
3. On the Marker options screen, choose the desired TOC options.
4. Step through the rest of the Production Wizard to complete the production process.
5. Upload the final video to Screencast.com.

Table of Contents Option	Description
Number marker entries	Number the table of contents entries sequentially in the produced TOC.
Table of contents initially visible	<p>Enable to show the table of contents when the video plays.</p> <p>If disabled, the viewer will need to click the TOC button on the video controller to view the table of contents.</p> 
Enable or disable markers for TOC entries	Disable any markers you do not want to appear in the table of contents.
Rename	Double-click the TOC entry in the list and type a new name.
Fixed Left	Choose to position TOC on the left side of the video.
Fixed Right	Choose to position TOC on the right side of the video.
Marker Display	<ul style="list-style-type: none"> • Text with thumbnail: TOC shows both the thumbnail and the text • Text only: TOC shows only the text • Thumbnail only: TOC shows only the thumbnail

Produce a Table of Contents (Mac)

1. Select **Share > Screencast.com** or **Share > Local File > File format > Export to MP4**.
2. Select one of the following to export a video with a table of contents:
 - **For Screencast.com:** Log in and select the **Create table of contents from markers** option. Click **Share**.
 - **For Export as Web Page:** Select the **Create table of contents from markers** option. Click **Export**.
3. To use the interactive TOC in the video, click the **Table of Contents** button on the player bar.



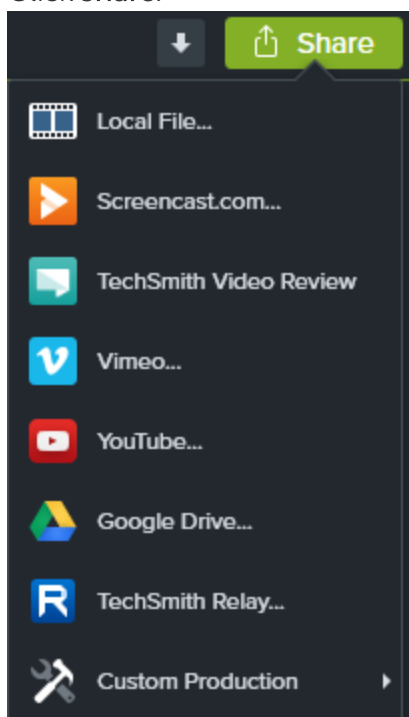
Produce and Share a Video

The production process, also called rendering, creates a video file based on the sequence of media (recordings, video clips, audio clips, images, and effects) on the timeline.

The preset production options contain settings optimized for popular distribution methods like Screencast.com, Vimeo, YouTube, your local hard drive, and more.

Share Your Video

1. Click **Share**.



2. Select an option from the Share menu.

- On Windows, the **Production Wizard** appears. Step through the wizard to create your video.
- On Mac, the **Export As** or a login screen appears. Choose desired options to create your video.

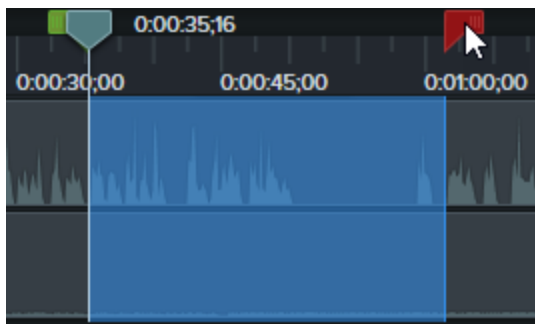
Tip

To save a production preset for future use, select **Share > Custom Production > Add/Edit Presets**.

Produce a Selection of the Timeline (Windows Only)

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

1. Make selection on timeline.



2. Right-click selection and select **Produce Timeline Selection As**.

3. The Production Wizard appears. Step through the wizard to create your video.

Export File Format Options

Windows	Mac
MP4, WMV, AVI, GIF, M4A, WAV	MP4, MOV, GIF, M4A, WAV

Related Articles

[Produce an Audio File](#)

[Playback Requirements for Quizzes, Hotspots, and Captions](#)


[Export & Share Tutorial](#)

Produce an Audio File

Export your timeline audio as a standalone .m4a or .wav file.

Produce an Audio File (Windows Only)

Produce .m4a audio file in the Production Wizard. The Production Wizard allows you to save additional information such as project, author, and iTunes details with the audio file.

1. Click **Share**  > **Local File**.
2. Select **Custom production settings** from the dropdown and click **Next**.
3. Select **M4A - audio only** and click **Next**.
4. Step through the wizard to create your audio file.

Export an Audio File

Export a .m4a or .wav audio file.

1. Select **Share** menu > **Export Audio Only**.



2. Enter a file name and location.
3. Select a file type: .wav or .m4a. (MP3 is no longer an output option.)
4. Click **Save** (Windows) or **Export** (Mac).

Related Articles

[Produce and Share Your Video](#)

Playback Requirements for Quizzes, Hotspots, and Captions (Smart Player)

TechSmith Smart Player is designed to support interactive video features and ensure playback across web browsers and devices. Smart Player is required for playback if your video contains:

- [Quizzes](#)
- [Hotspots](#)
- Keyword Search
- [Closed Captioning](#)
- [Table of Contents](#)

There are two options to use the TechSmith Smart Player:

- Upload the video to Screencast.com.
- Produce a video with Smart Player and host the files on your own website.

Host on Screencast.com

Hosting your video on Screencast.com provides the optimal viewing experience since the TechSmith Smart Player is built in. Viewers do not need to download or install anything. Select **Share > Screencast.com**.

Host on a Website

When you produce a video, Camtasia generates a MP4 video and the required files for hosting on a website. You can then upload the produced files onto your web server.

1. Select **Share > Local File > MP4 with Smart Player**.
2. Upload the production files to your web server.
3. On your webpage, link to the .html file in the uploaded files. To learn how, see this [support article](#).

Related Articles

[Produce and Share a Video](#)

[Uploading files to a web server to embed on a website](#)

Additional Camtasia Resources

Did you not find what you were looking for in the online help? Check out one of our other resources:

- [Camtasia Tutorials](#): Free training videos, tutorials, and guides.
- [Technical Support Articles](#): Browse our support articles for help with an issue or contact an expert.
- [Community](#): Get help in the TechSmith user community.
- [Enterprise Resources](#): Administrator resources and guides to help deploy and customize Camtasia installations.
- [TechSmith Academy](#): Premium, free learning platform to help anyone learn more about visual and video creation. Current courses focus on creating scripts, storyboards, working with lighting, recording better audio, and more.
- [Software Key Help](#): Learn how to unlock TechSmith products.

Camtasia 2019 Shortcuts

To customize the shortcuts, select **Edit** (Windows) or **Camtasia 2019 (Mac) > Preferences > Shortcuts** tab. See [Customize Camtasia Shortcuts](#).

Recorder Options

Option	Customizable?	Windows Shortcut	Mac Shortcut
Launch recorder	Yes (Windows only)	Ctrl+R	Ctrl+R
Start/pause recording	Yes	F9	Command+Shift+2
Stop recording	Yes	F10	Command+Option+2
Marker	Yes	Ctrl+M	-----
ScreenDraw	Yes	Ctrl+Shift+D	-----
Select region	Yes	No default	-----
Hide tray icon	Yes	No default	-----

Animations and Effects

Option	Customizable?	Windows Shortcut	Mac Shortcut
Add last used transition	Yes	Shift+T	Shift+T

Option	Customizable?	Windows Shortcut	Mac Shortcut
Add custom animation	Yes	Shift+A	Shift+A
Jump to next animation	Yes	Alt+K	Option+K
Jump to previous animation	Yes	Shift+K	Shift+K
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
Enable/disable canvas snapping	Yes (Windows only)	Ctrl+Semicolon	Command+Semicolon
Move selected media left	Yes (Mac only)	Left Arrow Key	Left Arrow Key
Move selected media right	Yes (Mac only)	Right Arrow Key	Right Arrow Key
Move selected media up	Yes (Mac only)	Up Arrow Key	Up Arrow Key
Move selected media down	Yes (Mac only)	Down Arrow Key	Down Arrow Key
Move media 10 pixels	-----	Shift+Arrow Key	Shift+Arrow Key
Change size of selected media on canvas	-----	Ctrl+Scroll Wheel	-----
Exit full screen canvas view	-----	Esc	Esc
Maintain aspect ratio while	-----	Drag corner handle on	Drag corner handle on selected

Option	Customizable?	Windows Shortcut	Mac Shortcut
resizing media (excludes annotations)		selected media to resize	media to resize
Override aspect ratio when resizing (excludes annotations)	-----	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)	-----	Hold Ctrl and drag corner handle on media to resize	Hold Command and drag corner handle on media to resize
Freely rotate media (3D)	-----	<ol style="list-style-type: none"> 1. Select media on canvas 2. Press and hold Shift+Ctrl 3. Drag on media clip to freely rotate in 3D <div style="border: 1px solid #ccc; background-color: #f0f0f0; padding: 5px; margin-top: 10px;"> <p>Do not use side or rotate handles</p> </div>	-----

Program Options

Option	Customizable?	Windows Shortcut	Mac Shortcut
Show/hide tools panel	Yes (Mac only)	Ctrl+1	Command+1
Show/hide properties panel	Yes	Ctrl+2	Command+2
Open media tab	Yes	B	B
Open library tab	Yes	R	R
Open annotation tab	Yes	N	N
Open transition tab	Yes	T	T
Open behaviors tab	Yes	O	O

Option	Customizable?	Windows Shortcut	Mac Shortcut
Open animation tab	Yes	A	A
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	L	X
Open interactivity tab	Yes	I	I
Open captions tab	Yes	C	-----
Launch preferences dialog	Yes (Windows only)	Ctrl+Comma	-----
Launch recorder	Yes (Windows only)	Ctrl+R	Ctrl+R
Open gesture effects tab	Yes (Mac only)	-----	G
Hide other programs	-----	-----	Command+Option+H
Minimize window	-----	Windows logo key+Down Arrow	Command+M
Exit/quit Camtasia	-----	Alt+F4	Command+Q
Close window	-----	-----	Command+W
Symbols and emojis	-----	-----	Ctrl+Command+Spacebar
Enter full screen program	-----	-----	Command+Shift+F
Display system menu	-----	Alt+Spacebar	-----
Activate menus	-----	Alt+First letter of menu	-----
Remove focus or close current control, menu, or dialog box	-----	Esc	Esc

Project Options

Option	Customizable?	Windows Shortcut	Mac Shortcut
Import media into media bin	Yes	Ctrl+I	Command+I
Export frame as	Yes	Ctrl+F	Ctrl+F
Produce/share production wizard	Yes	Ctrl+P	Command+E
Silence audio	Yes	Shift+S	-----
New project	-----	Ctrl+N	Command+N
Open project	-----	Ctrl+O	Command+O
Save project	-----	Ctrl+S	Command+S
Launch online help	-----	F1	-----

Timeline Editing

Option	Customizable?	Windows Shortcut	Mac Shortcut
Group	Yes	Ctrl+G	Command+G
Ungroup	Yes	Ctrl+U	Command+U
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
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

Option	Customizable?	Windows Shortcut	Mac Shortcut
Add selection to library	Yes	Ctrl+Shift+A	-----
Deselect all	Yes (Windows only)	Ctrl+D	Command+Shift+A
Select all	-----	Ctrl+A	Command+A
Ripple delete <ul style="list-style-type: none"> • Copies to clipboard (Mac only) • No gap • Stitches media together on timeline • Deletes selection and shifts all timeline media left 	Yes (Windows only)	1. Make a selection on timeline 2. Press Ctrl+Delete or Backspace	1. Make a selection on timeline 2. Press Command+Shift+X
Cut <ul style="list-style-type: none"> • Copies to clipboard • No gap (Windows only) • Stitches media together on timeline (Windows only) 	-----	Ctrl+X	Command+X
Copy	-----	Ctrl+C	Command+C
Delete <ul style="list-style-type: none"> • Leaves space on timeline 	-----	Delete	Delete
Paste	-----	Ctrl+V	Command+ V
Redo	-----	Ctrl+Y	Command+Shift+Z
Undo	-----	Ctrl+Z	Command+Z
Pan	-----	Hold Spacebar and drag canvas	Hold Spacebar and drag canvas
Crop	-----	Hold Alt and drag handles	Hold Alt and drag handles

Option	Customizable?	Windows Shortcut	Mac Shortcut
Open Media Bin tab	-----	B	B
Increase/decrease properties	-----	Use handles/sliders to adjust number -Or- Type number -Or- Click number and use Up/Down Arrow to increase or decrease number	Use 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	-----	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 sign -Or- Ctrl+Scroll Wheel	Command+Shift+Equal sign -Or- Command+Scroll Wheel
Zoom out	Yes	Ctrl+Shift+Minus -Or- Ctrl+Scroll Wheel	Command+Shift+Minus -Or- Command+Scroll Wheel
Zoom to fit	Yes	Ctrl+Shift+7	Command+Scroll Wheel

Option	Customizable?	Windows Shortcut	Mac Shortcut
<ul style="list-style-type: none"> Shows all media on timeline 		-Or- Ctrl+Scroll Wheel	
Zoom to max <ul style="list-style-type: none"> Shows maximum timeline view 	Yes	Ctrl+Shift+9 -Or- Ctrl+Scroll Wheel	Command+Shift+9 -Or- Command+Scroll Wheel
Make timeline selection	-----	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
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+Shift+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	-----	Scroll Wheel -Or- Drag scroll bar	Scroll Wheel -Or- Drag scroll bar
Increase track heights	Yes	Alt+Equal sign	Ctrl+Equal sign
Decrease track heights	Yes	Alt+Minus	Ctrl+Minus
Lock/unlock tracks	-----	Click Lock button -Or- Hold Shift and click Lock	-----

Option	Customizable?	Windows Shortcut	Mac Shortcut
		button to lock/unlock all tracks	
Extend selection to timeline beginning	Yes	Ctrl+Shift+Home	-----
Extend selection to timeline end	Yes	Ctrl+Shift+End	-----
Select succeeding media	Yes	Alt+Right Arrow	-----
Select preceding media	Yes	Alt+Left Arrow	-----
Ripple Split <ul style="list-style-type: none"> • Inserts space on timeline • Moves everything to the right of the playhead 	-----	Hold Shift and drag playhead	Hold Shift and drag playhead
Ripple move	-----	1. Select clip on timeline 2. Hold Shift and drag media	-----
Ripple trim <ul style="list-style-type: none"> • Extends/reduces media duration without creating space 	-----	Hold Shift and drag end of media in/out	-----
Ripple split and move everything on track at playhead	-----	Hold Shift and drag playhead	Hold Shift and drag playhead
Temporarily disable snapping	-----	Hold Ctrl and drag media	1. Drag media 2. Hold Ctrl while dragging

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	-----	Tab	Tab
Previous caption	-----	Shift+Tab	Shift+Tab
Replay current caption segment (Loop Button)	-----	Enter -Or- Click Loop button	Enter -Or- Click Loop button

Marker and Quiz 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
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+[

Option	Customizable?	Windows Shortcut	Mac Shortcut
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 Add timeline selection to Library	Yes	Ctrl+Shift+I	Command+Option+A
Open library tab	-----	R	R
Collapse selected folder <ul style="list-style-type: none"> • Move upwards to parent 	-----	Left Arrow -Or- Double-click	Left Arrow -Or- Double-click
Expand selected folder	-----	Right Arrow -Or- Double-click	Right Arrow -Or- Double-click
Collapse all folders	-----	Ctrl+Left Arrow	Command+Left Arrow
Expand all folders	-----	Ctrl+Right Arrow	Command+Right Arrow
Collapse/expand subfolders	-----	Alt+Click	Option+Click
Select next element upwards	-----	Up Arrow	Up Arrow
Select next element downwards	-----	Down Arrow	Down Arrow
Scroll to top	-----	Home	Fn+Left Arrow
Scroll to bottom	-----	End	Fn+Right Arrow
Scroll to and select top	-----	Ctrl+Home	Option+Command+Up Arrow
Scroll to and select bottom	-----	Ctrl+End	Option+Command+Down Arrow

Option	Customizable?	Windows Shortcut	Mac Shortcut
Scroll upwards by height of view	-----	Page Up	Fn+Up Arrow
Scroll downwards by height of view	-----	Page Down	Fn+Down Arrow
Delete selected items <ul style="list-style-type: none"> In custom library 	-----	Delete	Delete
Multi-Select items	-----	Shift+Click -Or- Shift+Arrow Key	Shift+Click -Or- Shift+Arrow Key
Add/remove item from selection	-----	Ctrl+Click	Command+Click
Enter asset rename mode <ul style="list-style-type: none"> In custom library 	-----	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
Select one character right of the cursor	Shift+Right Arrow	Shift+Right Arrow
Select one character left of the cursor	Shift+Left Arrow	Shift+Left Arrow
Select all characters after the cursor	Shift+Down Arrow	Shift+Down Arrow
Select all characters before the cursor	Shift+Up Arrow	Shift+Up Arrow
Underline	Ctrl+U	Command+Shift+U

Option	Windows Shortcut	Mac Shortcut
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	1. Select text 2. Press Delete	1. Select text 2. Press Delete
Align left	-----	1. Select text 2. Press Command+Shift+Left Bracket
Align center	-----	1. Select text 2. Press Command+Shift+Backslash
Align right	-----	1. Select text 2. 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 (Windows Only)

Option	Windows Shortcut
Record	Ctrl+Shift+F9
Pause	Ctrl+Shift +F9
Stop	Ctrl+Shift+F10

ScreenDraw (Windows Only)

When using ScreenDraw, all drawing is permanently burned into the recording and cannot be changed or removed. Adding arrows or callouts in Camtasia Editor after recording creates a similar effect. However, arrows and callouts in Camtasia can be edited.

Add drawing effects like arrows and circles over the screen as you record with Camtasia Recorder's ScreenDraw feature.

- When recording full screen, use the ScreenDraw shortcuts to enable ScreenDraw and to change the tools.
- You can change the tool, color, or width of the drawing tools.

To Use ScreenDraw

1. Open Camtasia Windows Recorder.
2. Select **Tools > Recording Toolbars > Effects** toolbar.
3. Click the **Record** button to begin recording. After the countdown, the ScreenDraw option appears.

If recording Full Screen, use the ScreenDraw shortcuts to select tools, tool width, shape, and color.

4. Click the **ScreenDraw** button on the Effects toolbar.
5. The ScreenDraw tools expand. Select a tool and click and drag to draw on the screen.
 - To change the default tools, select an option from the dropdown list next to a tool on the Effects toolbar.
 - To undo the last ScreenDraw action, press **Ctrl+Z**.
 - To exit ScreenDraw mode, press **Esc** or **Ctrl+Shift+D**.

Option	Windows Shortcut
Program Options	
Enable ScreenDraw	Ctrl+Shift+D
Exit ScreenDraw	Esc

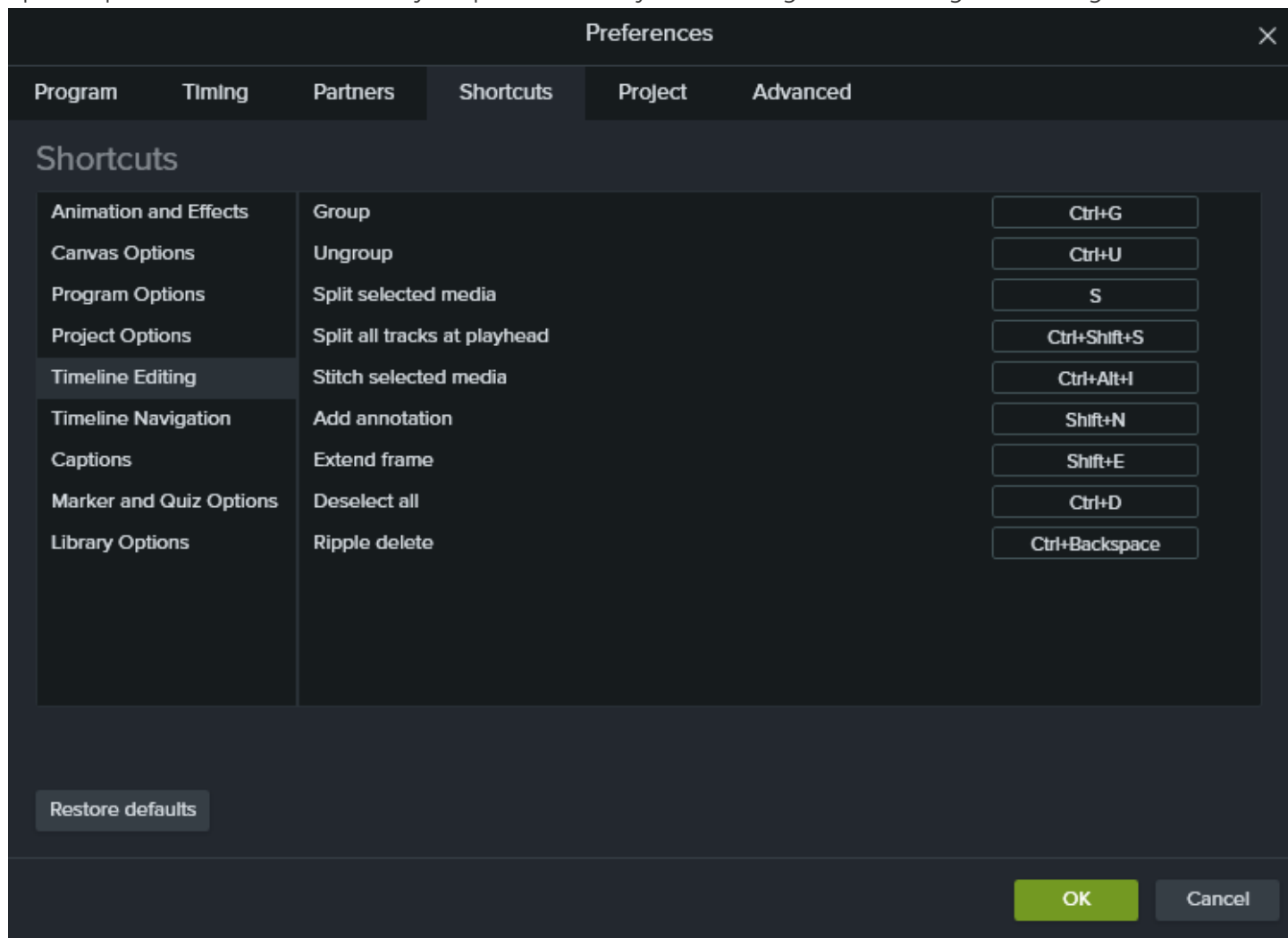
Option	Windows Shortcut
Tool width	1 through 8
Undo	Ctrl+Z
Redo	Ctrl+Y
Shape	
Frame	F
Highlight	H
Ellipse	E
Pen	P
Line	L
Arrow	A
Color	
Black	K
Blue	B
Cyan	C
Green	G
Yellow	Y
White	W
Magenta	M
Red	R

Related Articles

[Customize Camtasia Shortcuts](#)

Customize Camtasia Shortcuts

Speed up video creation based on your preferences by customizing the recording and editing shortcuts.



Edit a Shortcut

1. To customize the shortcuts:

- **Windows:** Select Edit > Preferences > Shortcuts tab.
- **Windows Recorder Shortcuts:** Select Recorder > Tools > Options > Shortcuts tab.
- **Mac:** Select Camtasia 2019 > Preferences > Shortcuts tab.

2. Click in the field and press the desired key combination.



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.

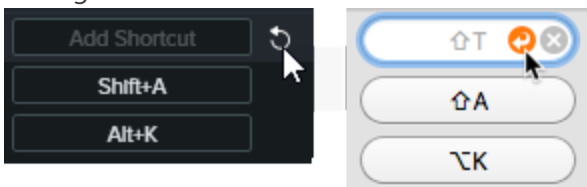
Delete a Shortcut

Click in the field and click the **Delete** button. Click the **OK** button to save your changes.



Revert to Previous Shortcut

- To revert to the previously assigned shortcut, click the **Revert** button. Click the **OK** button to save your changes.



- To restore all shortcuts to the original Camtasia defaults, click the **Restore Defaults** button.

Related Articles

[Camtasia 2019 Shortcuts](#)