



arc

SCREEN CAPTURE

Doug Davis, IDTE 556

Screen Title: Introduction

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



SCREEN CAPTURE

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Script:

Hey guys and welcome to this brief tutorial on how to use Arc's Screen Capture program!

Screen Capture will give you the ability to record whatever is on your screen while using the microphone on your computer, you also have the option of adding webcam ability as well.

Additional On-Screen Text:

ARC Screen Capture

Additional Animation:

None

Interactivities/On click:

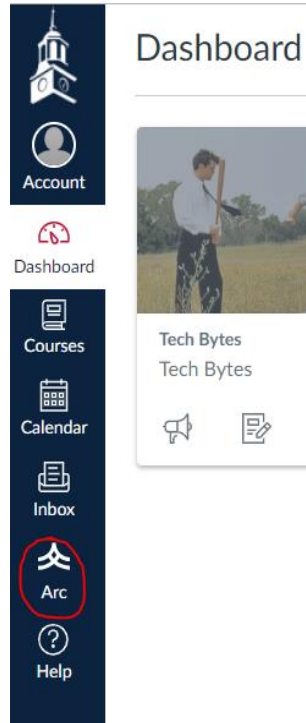
None

Screen Title: Log-in and Go to Arc

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



Script:

First, you must log into Canvas with your account. Next, after logging into Canvas you will look over to the far-left column of your window and click on the “Arc” icon below “Inbox”.

Additional On-Screen Text:

None

Additional Animation:

Circle around Arc icon

Interactivities/On click:

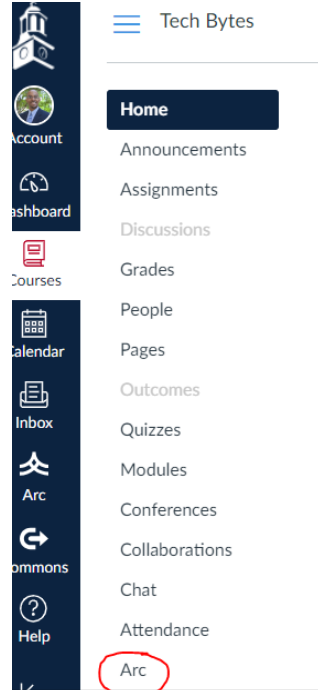
Mouse point moves over to Arc icon

Screen Title: Log-in and Go to Arc part 2

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



Script:

Another way that you can navigate to Arc is to go to your course where you would like to post the lecture and click on the Arc link in the inner left column of your course. Either way is fine.

Additional On-Screen Text:

None

Additional Animation:

Circle around Arc icon

Interactivities/On click:

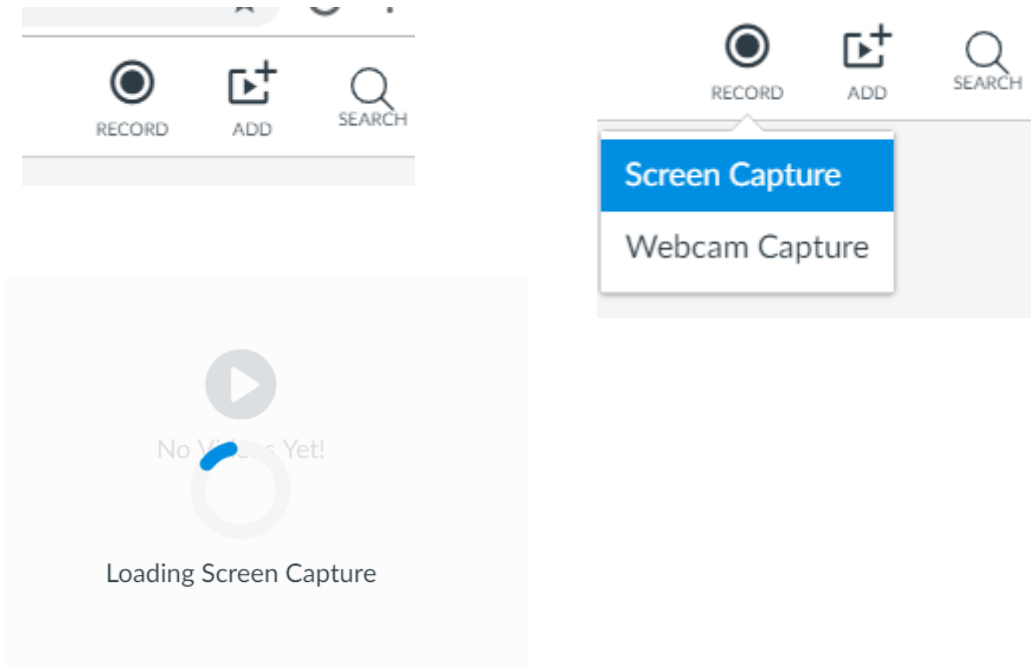
Mouse point moves over to Arc icon

Screen Title: Uploads Library

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



Script:

After clicking on Arc, you will see your uploads library where your uploaded lectures will be stored. At the top left corner click on the “Record” icon next to “ADD” and “Search”.

You will see two options when clicking “Record”, Screen Capture and Webcam Capture. Select Screen Capture

You will then notice that the window will begin detecting the screen capture application.

Additional On-Screen Text:

None

Additional Animation:

None

Interactivities/On click:

Mouse pointer moves and selects the Record icon and then highlights and selects Screen Capture.

Screen Title: Downloading

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:

Script:

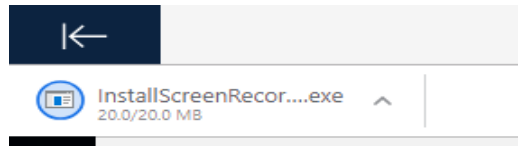
Download Screen Capture Application

Step 1 - Download & install the application to continue.
Step 2 - Re-launch screen capture from the 'Record' menu.



> Open Source Notice

Cancel Download



If this is your first-time using Arc for Screen Capture, then you'll receive a prompt to download the screen capture application to your computer with a couple of steps for instructions.

Click on the blue "Download" button at the bottom right corner of your window, a small file will begin to download to your computer. Depending on which browser you're using you might receive a prompt for the download, simply click allow or save to permit the download of this file. When the download is finished click on the downloaded file to install the Screen Capture program.

Additional On-Screen Text:

Additional Animation:

Interactivities/On click:

None

None

Mouse pointer moves to the download button and clicks. Pointer moves to Install file and double-clicks.

Screen Title: Install Screen Capture

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:

Choose Users

Choose for which users you want to install Screen Recorder Launcher.



Select whether you want to install Screen Recorder Launcher for yourself only or for all users of this computer. Installing for all users requires admin privileges but is required if you need to use a screen reader such as NVDA.

Install for anyone using this computer

Install just for me

soft Install System v3.03

Install

Cancel

Script:

An install window will appear, you have to choose to “Install for anyone using this computer” or “Install just for me” which will only install the program on the current account logged into your computer. After making your choice, click “Install” to continue.

Additional On-Screen Text:

None

Additional Animation:

None

Interactivities/On click:

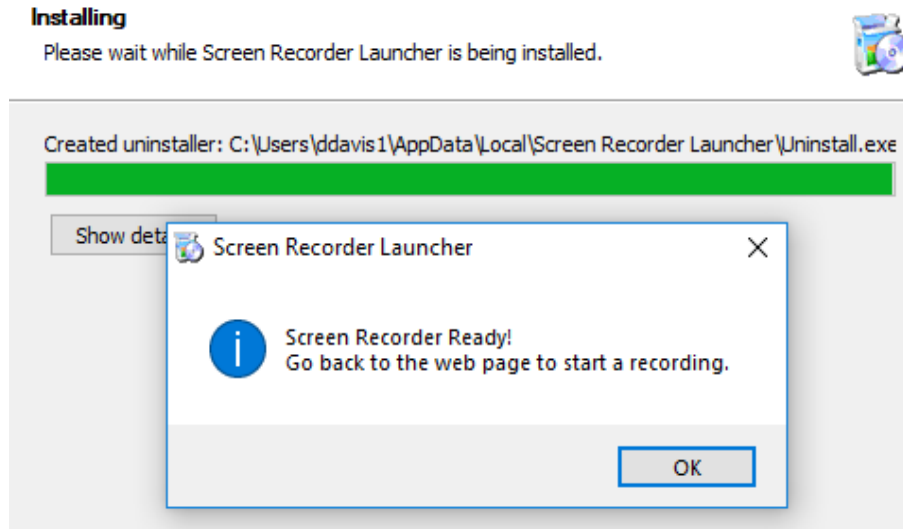
Mouse moves and clicks on Install button

Screen Title: Install Screen Capture part 2

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



Script:

The progress bar will appear and when it's completed, you'll receive a "Screen Recorder Ready!" prompt that will instruct you to go back to your web page to begin recording. Click "Ok".

Additional On-Screen Text:

None

Additional Animation:

None

Interactivities/On click:

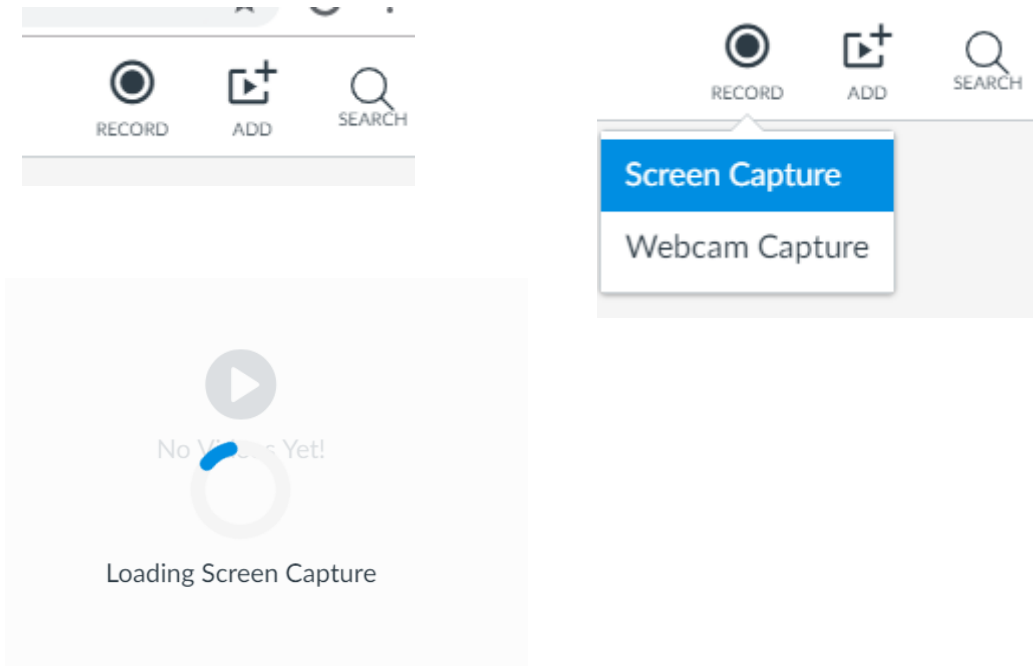
Mouse pointer moves to click the OK button.

Screen Title: Opening Screen Capture

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



Script:

The install window will disappear, you will now click on the “Record” button again at the top right corner and select Screen Capture.

Additional On-Screen Text:

None

Additional Animation:

None

Interactivities/On click:

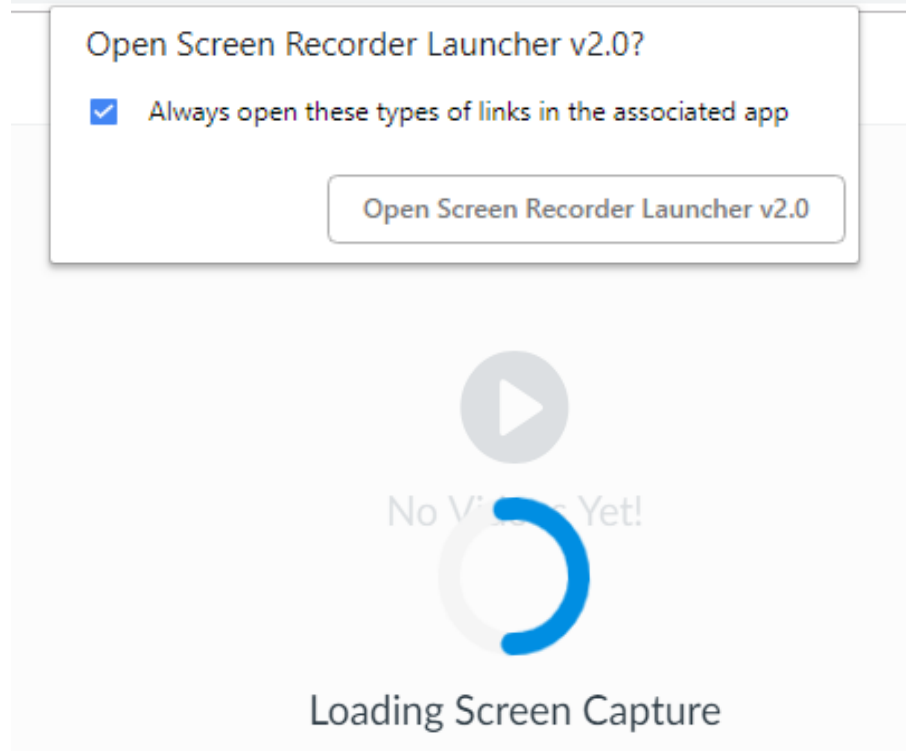
Mouse pointer moves and selects the Record icon and then highlights and selects Screen Capture.

Screen Title: Opening Screen Capture part 2

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



Script:

This time you will receive a loading screen and if you receive a drop down asking to “Open Screen Recorder Launcher?” click the small checkbox “Always open these types of links in the associated app” and then click “Open Screen Recorder Launcher v.” NOTE: for future use, clicking the small checkbox will allow the computer to remember your choice for opening the Screen Recorder automatically.

Now, the Screen Recording program will open. There are several features to go over

Additional On-Screen Text:

None

Additional Animation:

None

Interactivities/On click:

Mouse pointer moves to click the check box and then move to click the Open Screen Recorder Launcher button

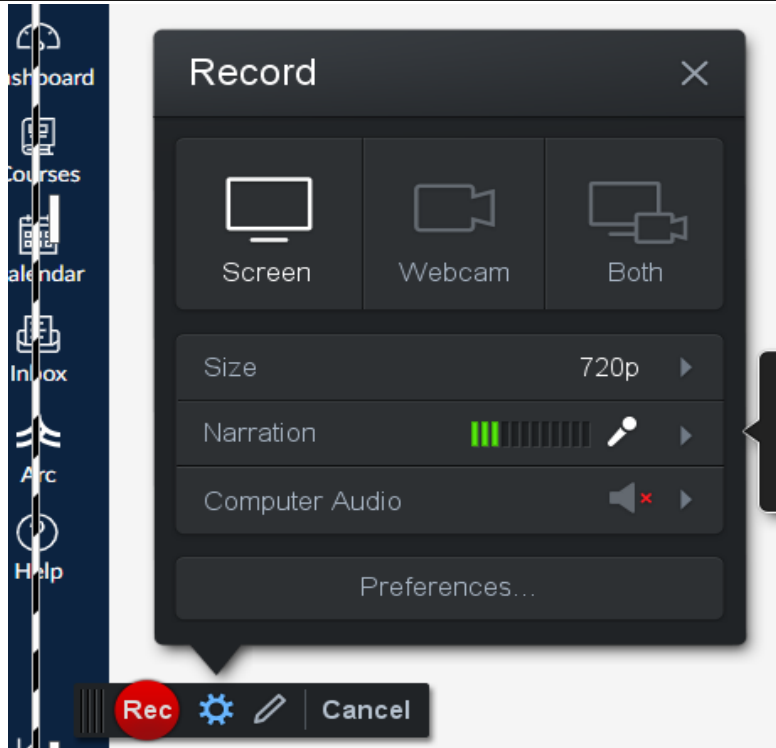
Screen Title: Screen capture features part 1

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:

Script:



You will see all the recording features in a small grey window and a large transparent selection window.

Additional On-Screen Text:

Additional Animation:

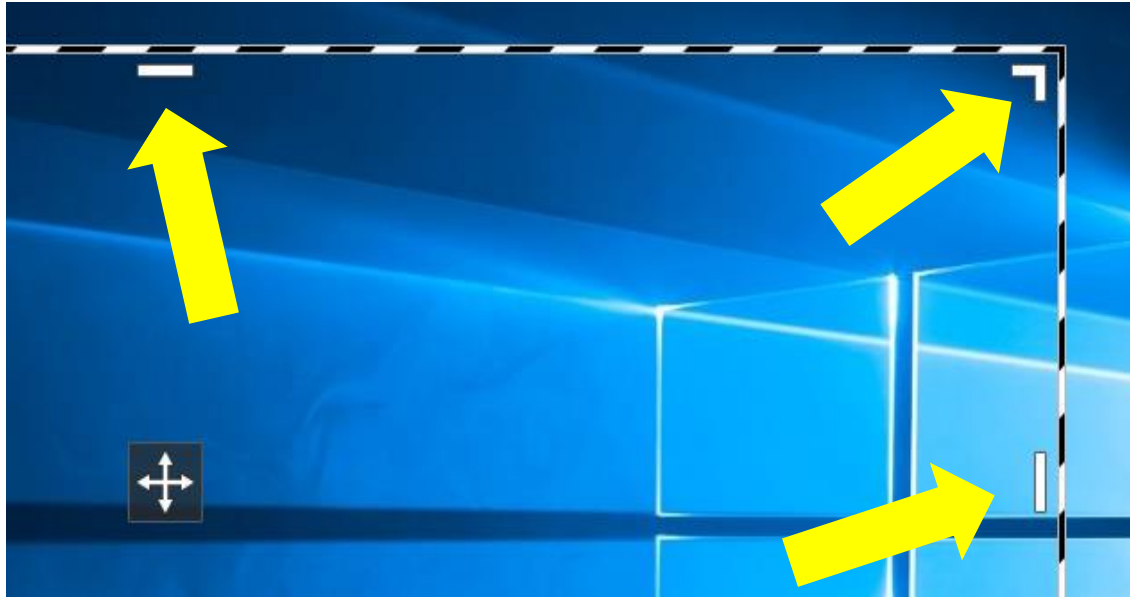
Interactivities/On click:

None

None

Narration green volume bar will jump.

Screen content:



Script:

The select window will allow you to resize or capture the whole screen, whatever is inside of the selection window will be captured when the recording session starts.

Additional On-Screen Text:

None

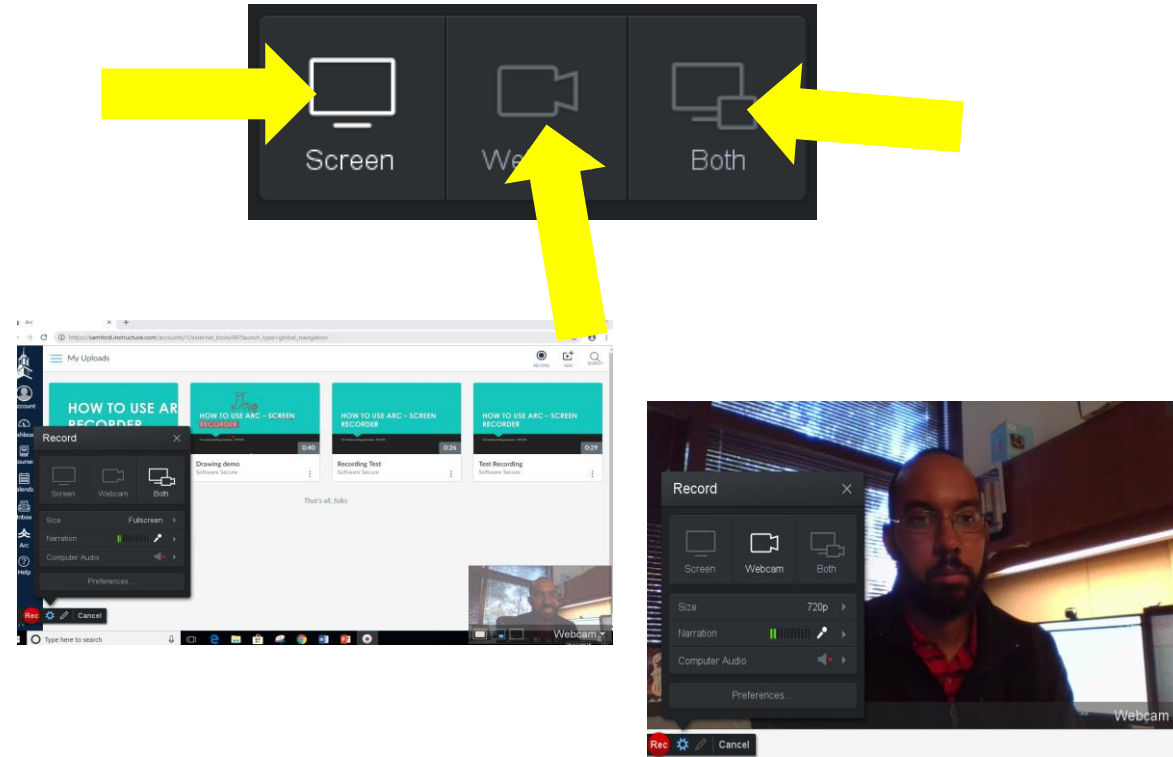
Additional Animation:

Yellow Arrows will point to corners of selection window.

Interactivities/On click:

Narration green volume bar will jump.

Screen content:



Script:

The control window gives you the option to record with just the screen and microphone, just the webcam and microphone, or with the screen, webcam and microphone together.

Additional On-Screen Text:

None

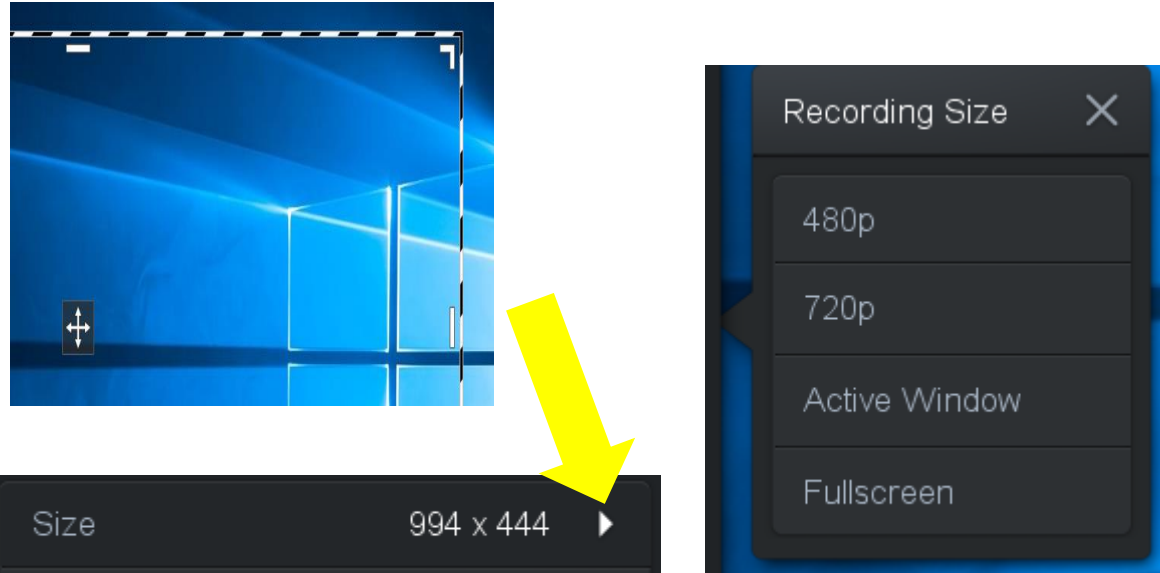
Additional Animation:

Yellow Arrows will point to Screen, Webcam and Both upon description.

Interactivities/On click:

Mouse pointer moves and clicks on the Screen, Webcam and Both options. Narration green volume bar will jump.

Screen content:



Script:

You can adjust the recording size of the windows by clicking on the corners of the selection window including moving the window around or you can click on the “Size” options which give you option of selecting a few set window sizes or simply selecting Fullscreen to capture the entire computer screen.

Additional On-Screen Text:

None

Additional Animation:

Yellow Arrows will point to Size column.

Interactivities/On click:

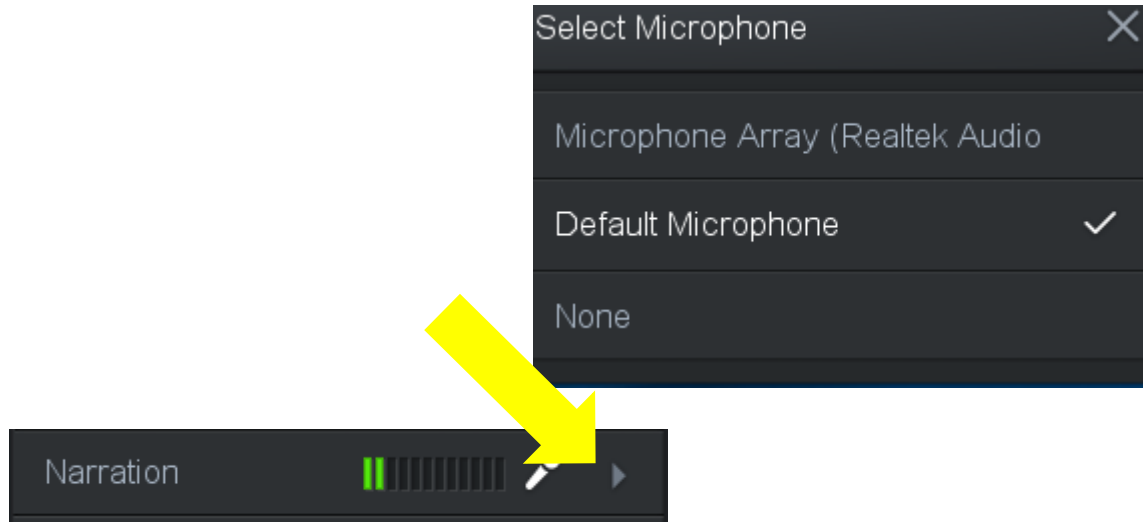
Mouse moves and click on triangle under size column and clicks on Fullscreen option. Narration green volume bar will jump.

Screen Title: Screen capture features part 5

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



Script:

The Narration option controls the proper input for your microphone. If this is working correctly you will see the progress bar next to Narration actively jump as it detects noise and your voice.

Additional On-Screen Text:

None

Additional Animation:

Yellow Arrows will point to Narration column.

Interactivities/On click:

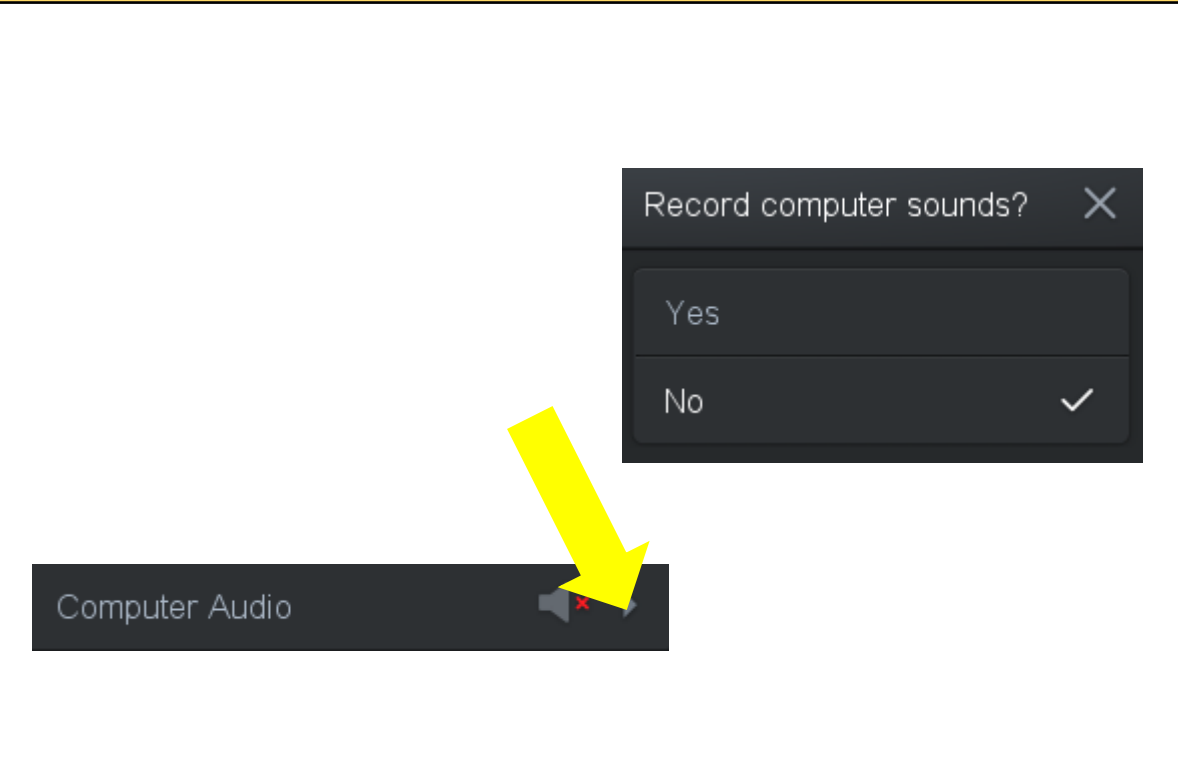
Mouse moves and click on triangle under Narration column and clicks on the Default Microphone option. Narration green volume bar will jump.

Screen Title: Screen capture features part 6

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



Script:

The next option is Computer Audio which gives you the ability to record computer sounds such as any sound effects or sounds being played from the computer directly. If you are simply recording or demonstrating anything on your computer where you don't need the sound effects heard than I would recommend selecting "No" for Computer Audio.

Additional On-Screen Text:

None

Additional Animation:

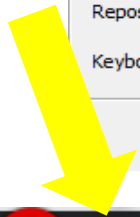
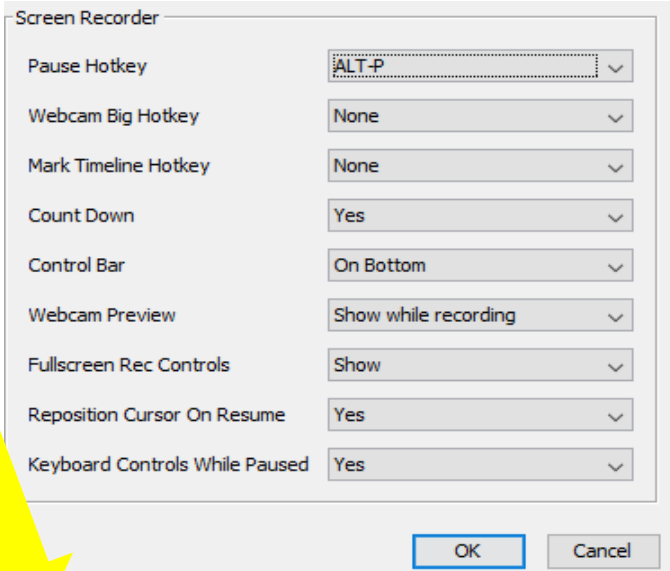
Yellow Arrows will point to Computer Audio column.

Interactivities/On click:

Mouse moves and click on triangle under Computer Audio column and clicks on the No option. Narration green volume bar will jump.

Screen content:

Script:



The last button is the “Preferences” button which gives you quick options on Hotkeys, countdown’s, etc.

You can collapse the grey window of options by clicking on the gear icon next to the red record button.

Additional On-Screen Text:

Additional Animation:

Interactivities/On click:

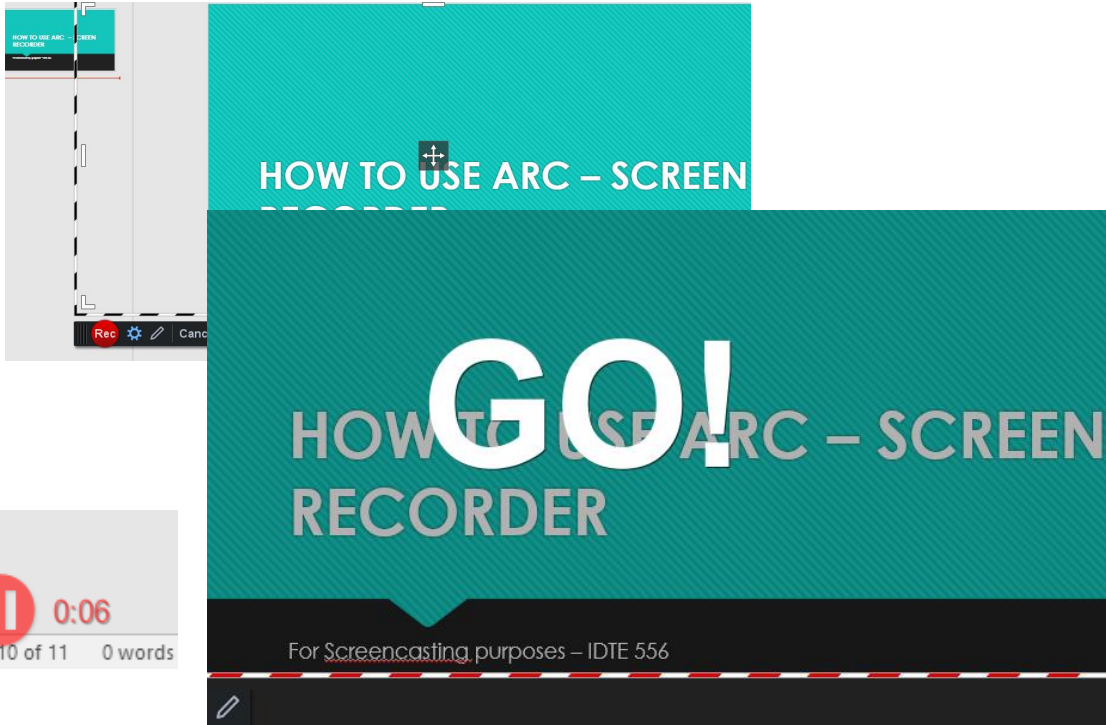
None

Yellow arrow pointing to the gear icon.

Mouse will move to click on the Preferences button, option window will appear. Mouse will move to click OK. Mouse moves to click gear icon, options disappear.

Screen content:

Script:



When you are ready to record you will press the red “Rec” record button and you will receive a 3-second countdown. NOTE: I would advise have your programs and/or PowerPoints open so you’re not looking for them during the 3-second countdown to record live.

Additional On-Screen Text:

Additional Animation:

Interactivities/On click:

None

None

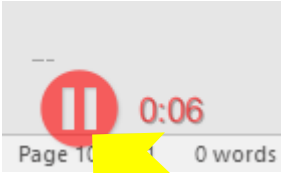
Mouse moves to click the red Record button. A countdown from 3,2,1, GO! Appears
Pause button appears at bottom left corner.

Screen Title: Finish the recording

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



ALT + P



Script:

When you are finished recording click on the pause button by clicking on the near transparent “Pause” symbol (if you’re using full-screen size) at the bottom left corner of your screen or press “ALT and P” on your keyboard at the same time. This will bring up the timer and control bar. From here you will click on “Done” to end the recording.

Additional On-Screen Text:

ALT+P

Additional Animation:

Yellow arrow points to Pause icon.

Interactivities/On click:

Mouse moves to click on the Pause button. Mouse moves to click on the Done button.

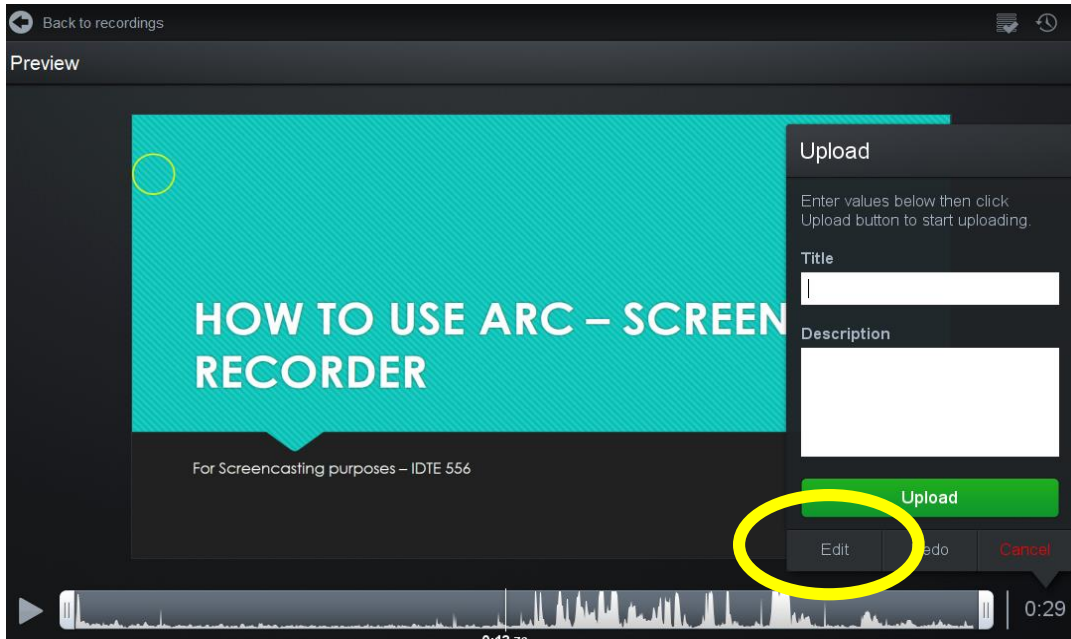
Screen Title: Preview part 1

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:

Script:



You will now be taken to a Preview screen where you can review and replay your recording. You can click “Edit” on the right-hand side to make detailed edits to the recording such as cutting out specific segments, adding music, showing or hiding the cursor. There are many features under edit which will be covered on a different screencast session.

Additional On-Screen Text:

Additional Animation:

Interactivities/On click:

Circling Play icon, circling Edit button

Mouse moves to click the play button and clicks again to pause. Mouse pointer moves to click the Edit button. Then clicks the done button.

Screen content:



Script:

If you want to just make trims from the start or the end of the video, you can do so by clicking and dragging the light gray slider from the far left- or right-hand side of the timeline and drag it inward until you have reached the portion that you would like to have trimmed. To reset the trim and start over press “R” on your keyboard.

Additional On-Screen Text:

Additional Animation:

Interactivities/On click:

Yellow arrows point to both sliders

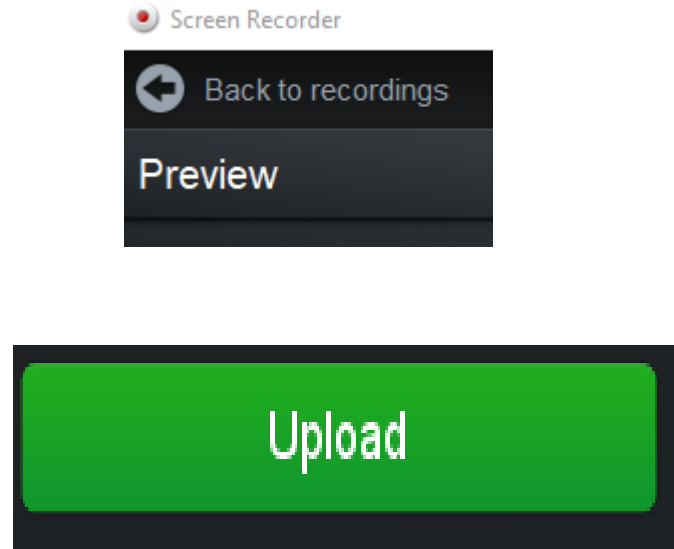
Mouse pointer will move to click and drag left most timeline and drag to the right.

Screen Title: Preview part 3

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



Script:

When you are ready to upload click on the green “Upload” button on the right-hand side.
If you are finished but you do NOT want to upload click the “Back to recordings” icon arrow at the top left corner of the window to leave the preview section.

Additional On-Screen Text:

Additional Animation:

Interactivities/On click:

None

Mouse pointer moves to highlight the Back to recordings button, then moves to click on the green Upload button.

Screen Title: Upload progress

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:



Script:

After clicking Upload, you'll see an upload progress screen. This could take several minutes depending on your location. NOTE: recordings will upload much quicker on campus as Samford's network possesses much higher upload speeds than your home internet provider.

Additional On-Screen Text:

Additional Animation:

Interactivities/On click:

None

Upload progress bar moves to completion

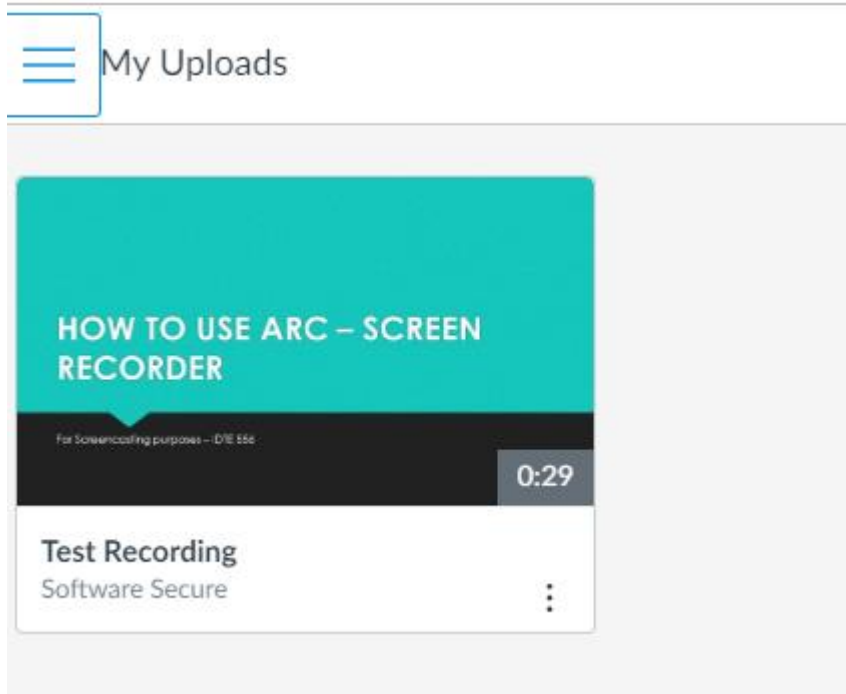
Screen Title: Finished

Module Title: How to Use Arc Screen Capture

Version: 1.0

Screen content:

Script:



If the Upload is successful, you'll be able to click the "continue" button. You will now have access to your recording from your "My Uploads" library in Canvas. From there you can view, download, share with another faculty individually, or post to your course. On the next demonstration, I will explain how to publish to your Canvas course for others to view!

Additional On-Screen Text:

Additional Animation:

Interactivities/On click:

None

Mouse moves to click the Continue button.