# **Camtasia** Check List

Check everything before you start to create a video using Camtasia.

# Record, Edit, and Sharing

- □ Record Your Screen
- Customize Record Screen Area, Camera, and Audio Resources
- ☐ Finish Recording
- □ Trim out Mistakes
- □ Add Titles, Annotations, Effects & More
- □ Share the video on Local Computer/ Youtube/ Google Drive

### **Transition and Annotation**

- Add Transition between clips
- $\Box$  Add Annotation within the clips

#### **Animations and Effects**

- Add an Animation
- Edit an Animation
- Add an Effect
- □ Edit Clip Speed

## **Editing Audio**

- 🗌 Edit Audio Clip
- □ Change Audio Volume
- □ Separate Audio and Video
- □ Add an Audio Effect

#### **Produce and Share**

- Derive Your Video
- □ Export a Project for Collaboration or Archiving
- □ Import a Zipped Project