

Creating Screencasts using Screencast - O - Matic

Screencast-o-matic is a screen capture software that can be used to create videos from your screen; i.e. short lectures, instruction on web-based tools.

Get started by watching [this instructional video on Creating Screencasts](#) using Screencast-O-Matic.

These notes coincide with the instructional video and are for your reference, if needed, as you go through the process.

- Go to <https://screencast-o-matic.com/>
- Click on Start recording for free. You will most likely be prompted to sign-in or create an account. Create an account using your jacksonsd.org gmail
- Click on Launch Free Recorder (the application will download to your computer - I've done this using my school-issued laptop with no problems). You should see a message that the loading is taking place.
- When loading is complete, again click on Launch Free Recorder
- A box will pop up with your video "preferences". I left the default settings and just click on the red "REC" button when I'm ready to begin my screencast. It is a good idea to have an idea of what you will say during your screencast in advance. I usually write down a bulleted list of what I'd like to cover in the video to be sure I include everything.
- Once you hit record, you will see "3", "2", "1", Go! On the screen and you are then being recorded. Before you hit the Record button, be sure to have the page you will be instructing on open in the browser. That way when the countdown happens you are ready to go immediately.
- Keep in mind that the maximum length of a video in the free version of the application is 15 minutes.
- Once you've finished your screencast hit the pause button in the lower left corner and then click on Done if you are finished with your recording. If you do not like your recording and decide to make another attempt (take 2), click on the trash can symbol to delete it and you are able to click Rec and begin again.
- If you are satisfied with your recording, click on Done and you will be asked "What Next?" Select "Save/Upload" & then "Publish"
- One the video file is complete, select "Browse/Folder" and save the file as you wish.
- I've found that it is a good idea to upload my files to my Google Drive as well. It helps to stay organized if all of your screencasts are save in one folder in your Drive.