
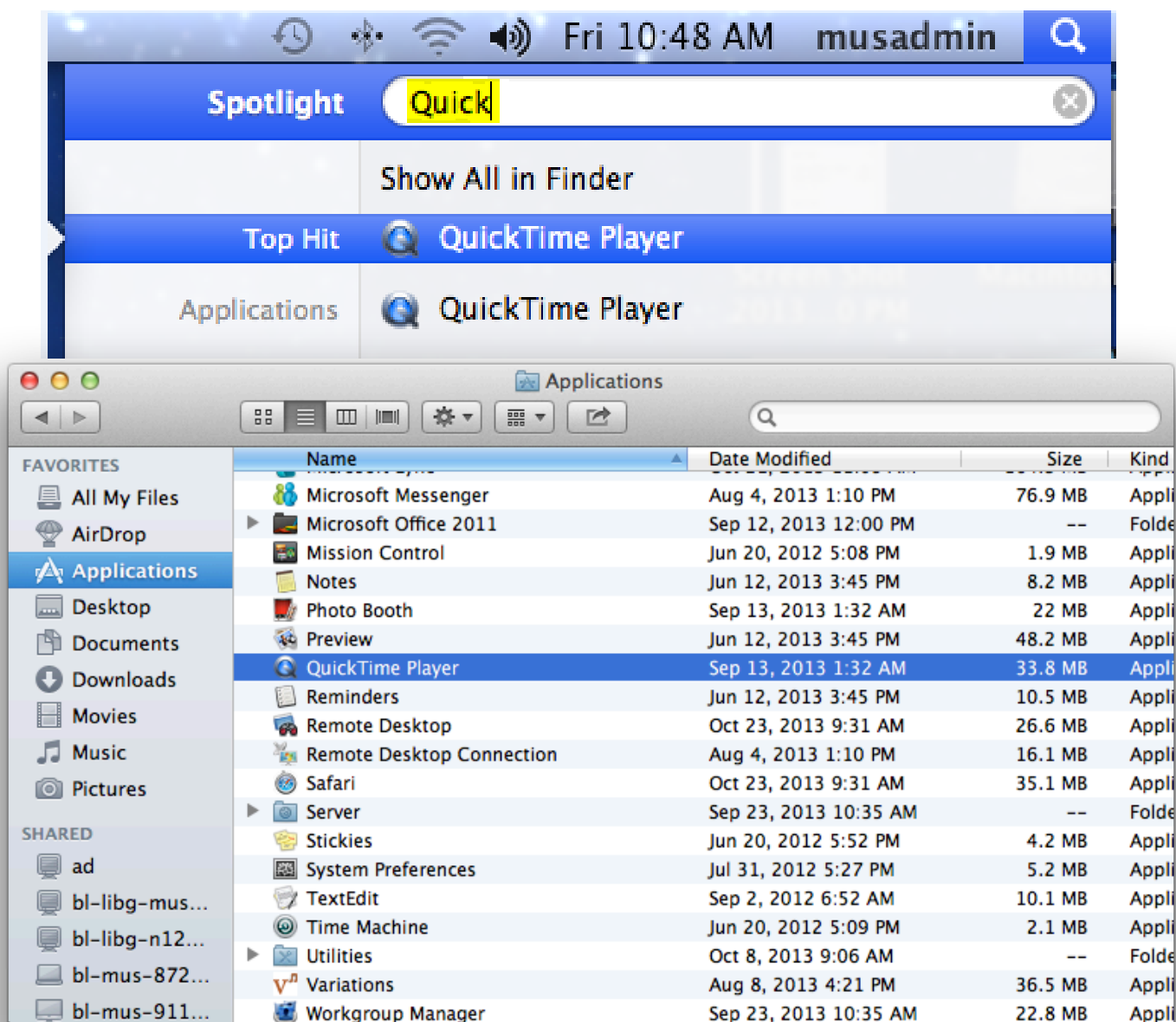


Using QuickTime to Record Lessons

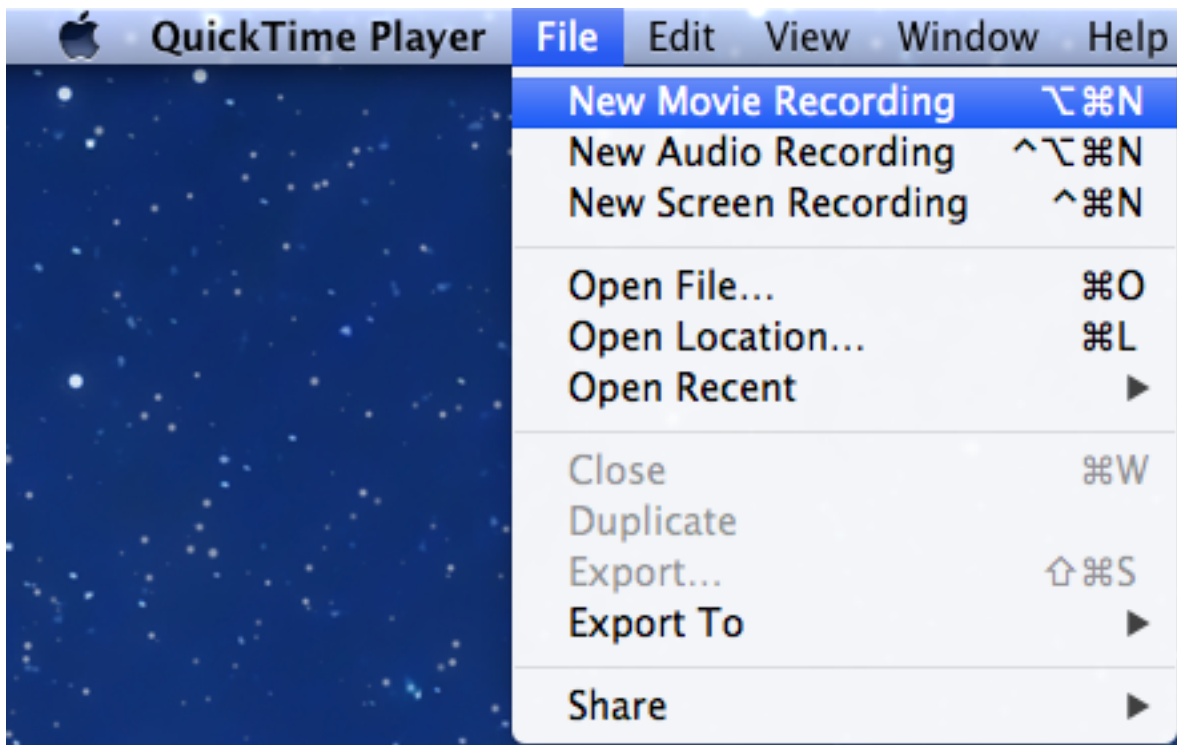
Step 1:

- To open QuickTime click the **Spotlight Button** and begin typing “QuickTime” this should bring up the program at the top of the Spotlight list. Click on it to launch QuickTime.
- You can also open QuickTime by clicking on the Finder  icon in your dock. Click on **Applications** in the left pane and the scroll through the list.



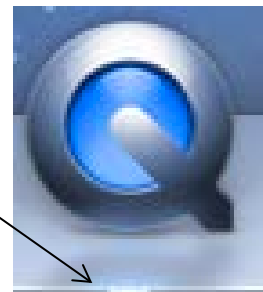
Step 2:

- Once QuickTime has been launched locate **File** along the top menu bar. Select **New Movie Recording** and a new recording box will appear.



Note

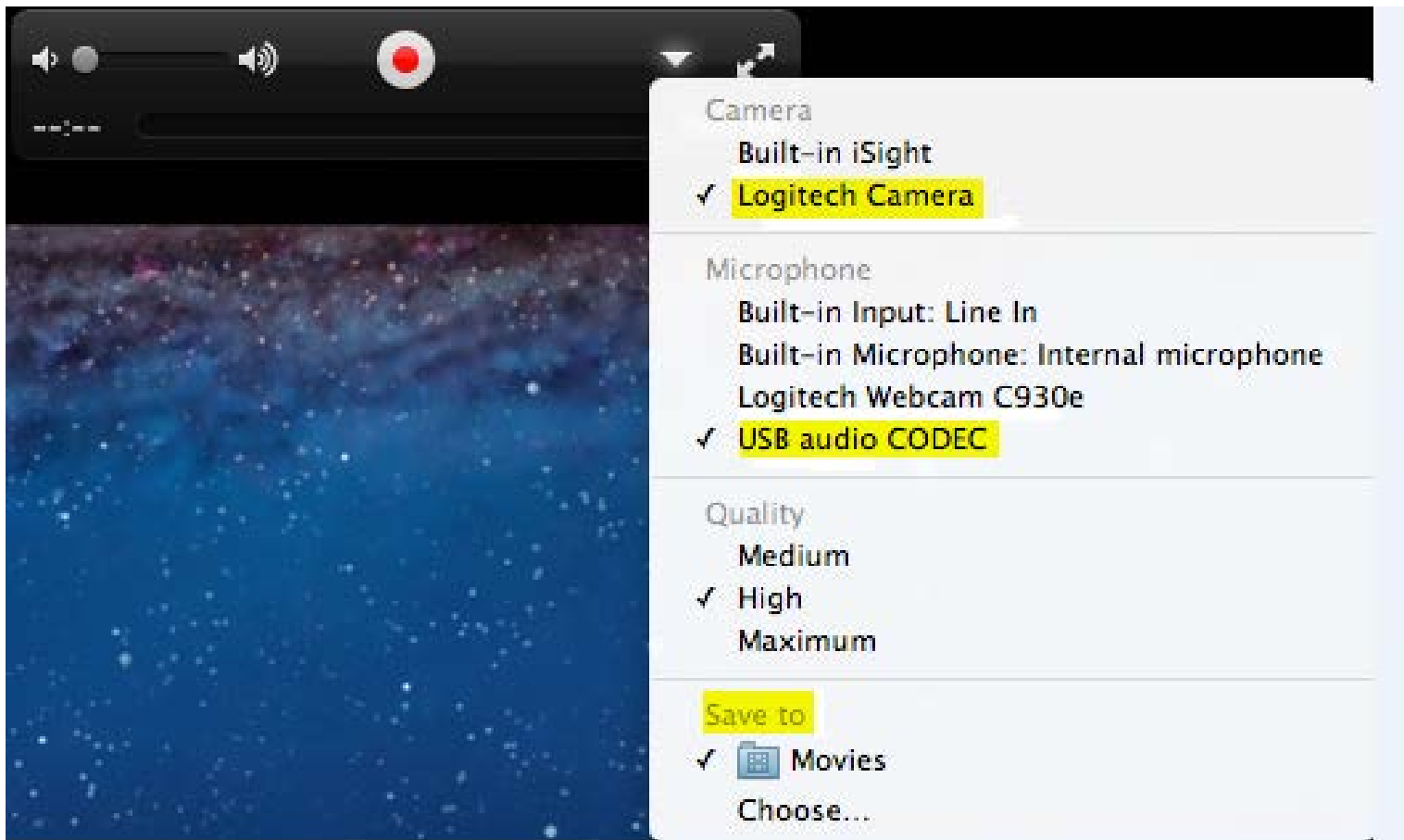
- NO** box will immediately appear when first launching QuickTime. The only change you will notice is the **Menu** bar along the top of the screen.
- You will know if QuickTime has launched below the applications icon in the **Dock**. longer see the QuickTime menu bar click in the Dock.



by the **light**
If you no
on the icon

Step 4: For ESB Users Only

- Click on the arrow to bring up **Camera, Microphone, and Save** options.
- Select **Logitech Camera**
- Select **USB audio Codec**
- You can also choose where your movies will save. You can change this by clicking on **Choose...**



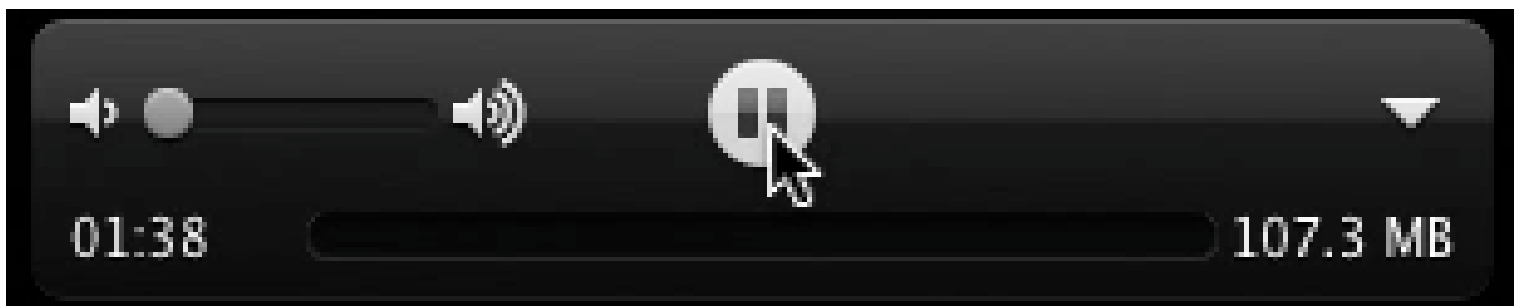
Step 5:

- To begin recording click the **Record** button in the middle of the menu bar.
- Click the **Double-Arrows** to make the recording full screen.




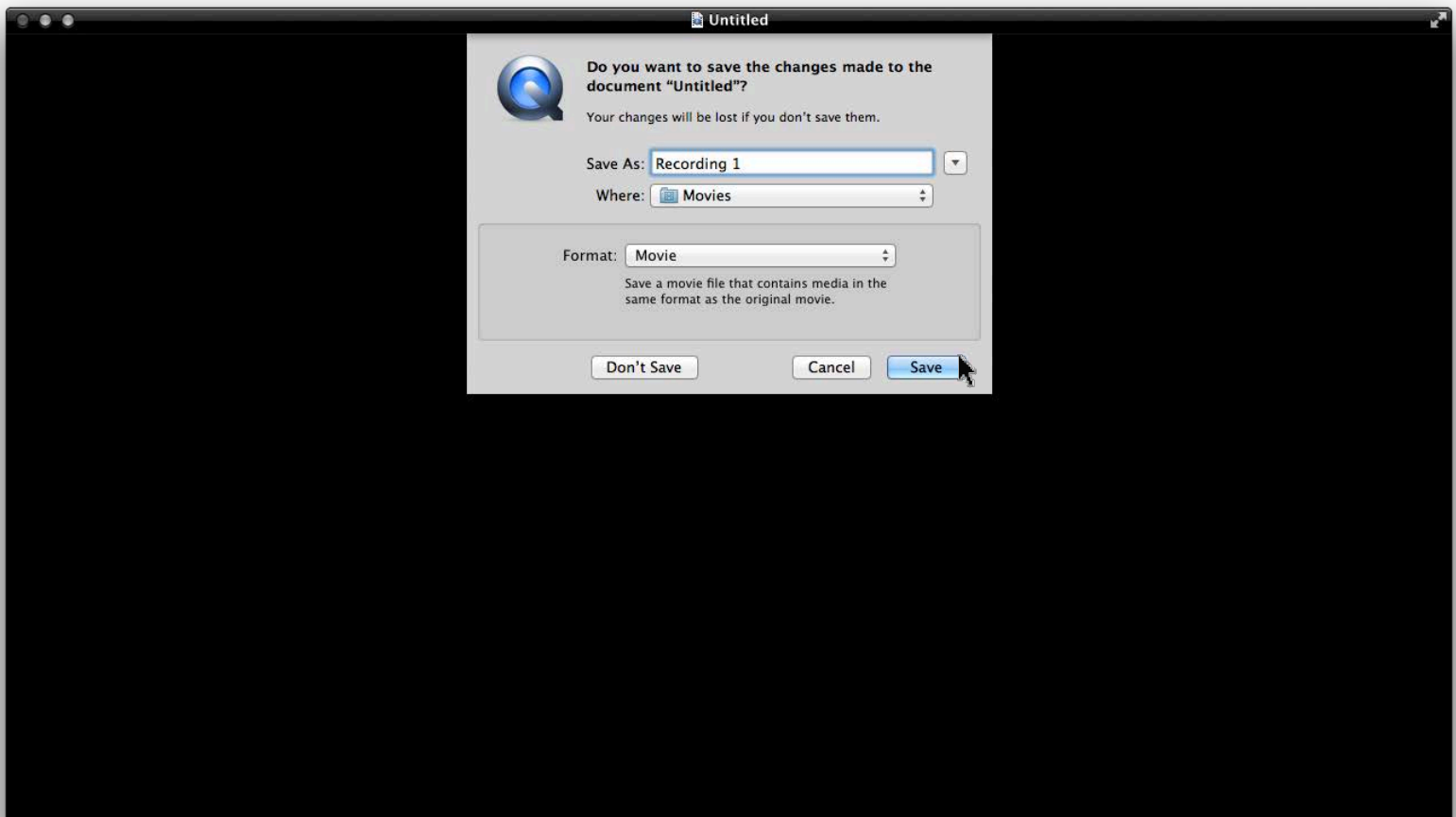
Step 6:

- To **Pause** a recording hold down the **Option** key on your keyboard, this will change the **Stop** button into a **Pause** button, and **Click** on the **Pause** button. Release the **Option** key and the **Record** button will reappear. To continue recording click the **Record** button again. You can pause as many times as you would like during a recording.



Step 7:

- To save the recording click on the  red X.
- Choose what to name the file, and if you do not want to save it to your default folder, you can also change where it will save.



Helpful Links

1. Support

<http://www.apple.com/support/mac-apps/quicktime/>

2. Keyboard Shortcuts

<http://support.apple.com/kb/PH5883>