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Introduction

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Introduction

The ViewletCam Add-On for PowerPoint makes it easy to capture PowerPoint presentations and turn them into Flash movies. Just configure the ViewletCam Add-On that is installed right in your PowerPoint software, based on your needs. Record, edit and publish to Flash, it's that simple. Ready to learn more? Let's get started!

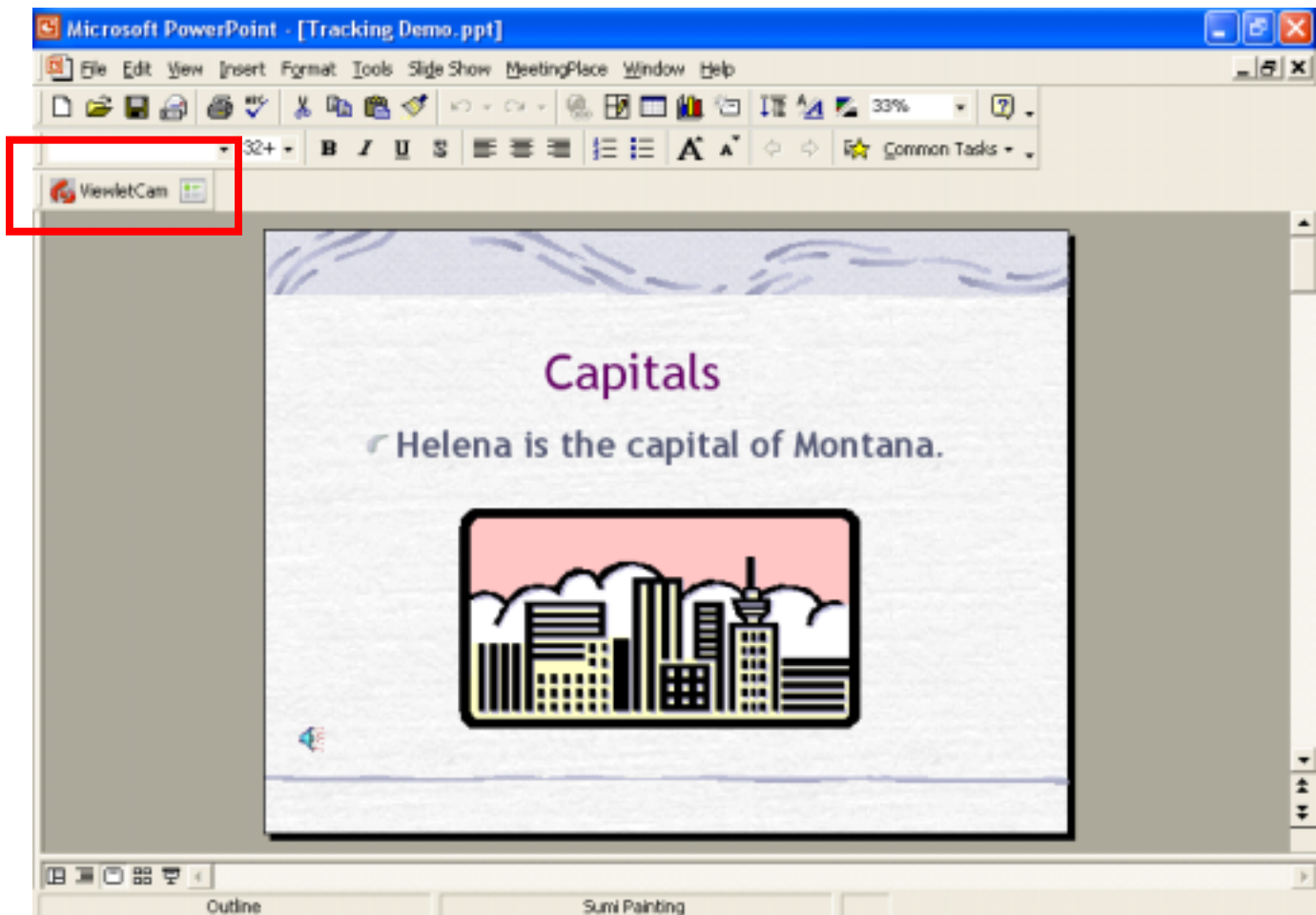




Getting Started

Getting Started

During the installation of ViewletCam, you will be asked if you want to install the ViewletCam Add-On for PowerPoint. If this option is selected during installation, a ViewletCam Add-On button (shown below) will display the next time PowerPoint is opened.

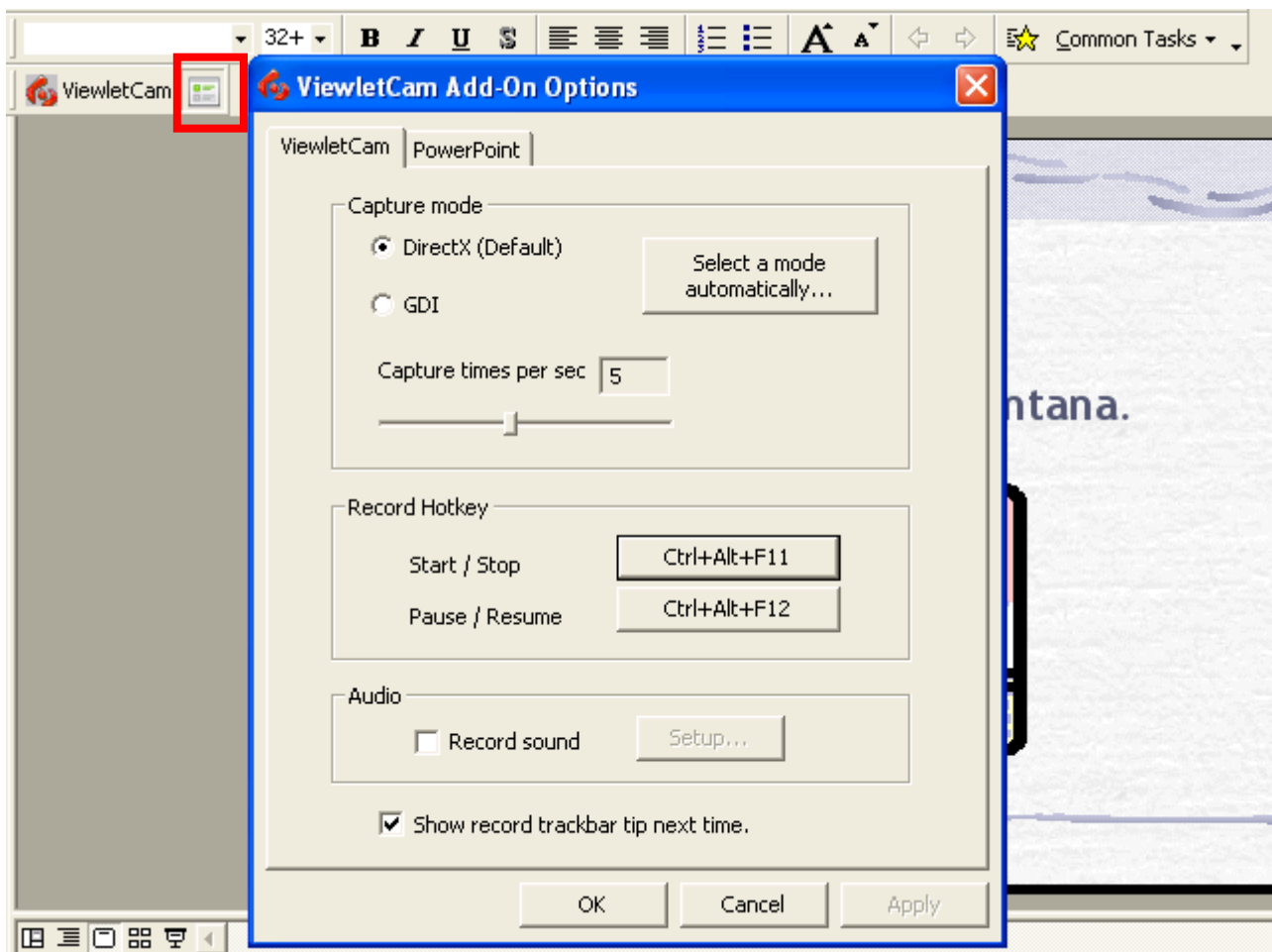




Configuring the ViewletCam Add-On

Configuring the ViewletCam Add-On

- After opening your PowerPoint presentation, click on the ViewletCam Add-On configuration icon in the button to open the “ViewletCam Add-On Options” screen.





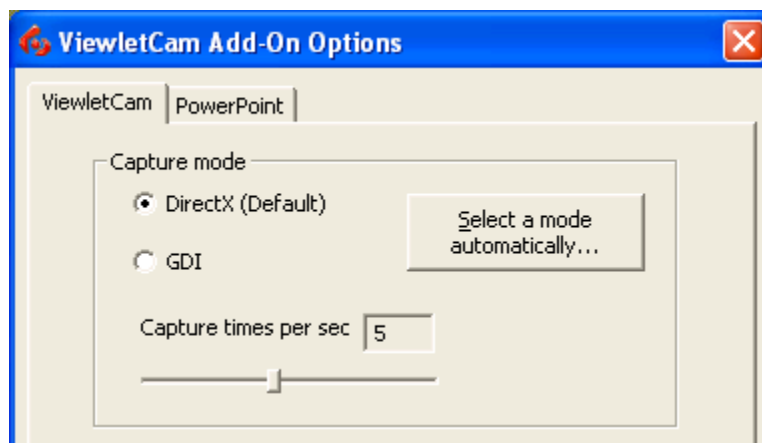
Configuring the ViewletCam Add-On

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Two tabs are displayed, "ViewletCam" and "PowerPoint". In these tabs, set the configurations you need for your screen capture session.

ViewletCam Tab - Capture Mode

- The default is "DirectX" or you can choose "GDI" (Graphical Device Interface). Or, if you are not sure which mode to choose, press the "Select a mode automatically..." button.
- To set the "Capture times per second" or how many seconds pass before a new screen capture is automatically taken during the on-screen recording session, drag the handle along the sliding bar to set the number of seconds.



ViewletCam Tab - Record Hotkey

ViewletCam uses predefined keystroke combinations or "hotkeys" to allow you to "Start / Stop" and "Pause / Resume" your on-screen capture recording session. You can change these hotkeys, if needed.

To Define Start / Stop and Pause / Resume Hotkeys for Screen Captures:

The Start / Stop hotkeys are used to begin and end a screen capture session. These hotkeys work like a toggle. When first pressed, they will begin an active screen capture session. When they are pressed again, they will end the active screen capture session. To change these hotkeys:

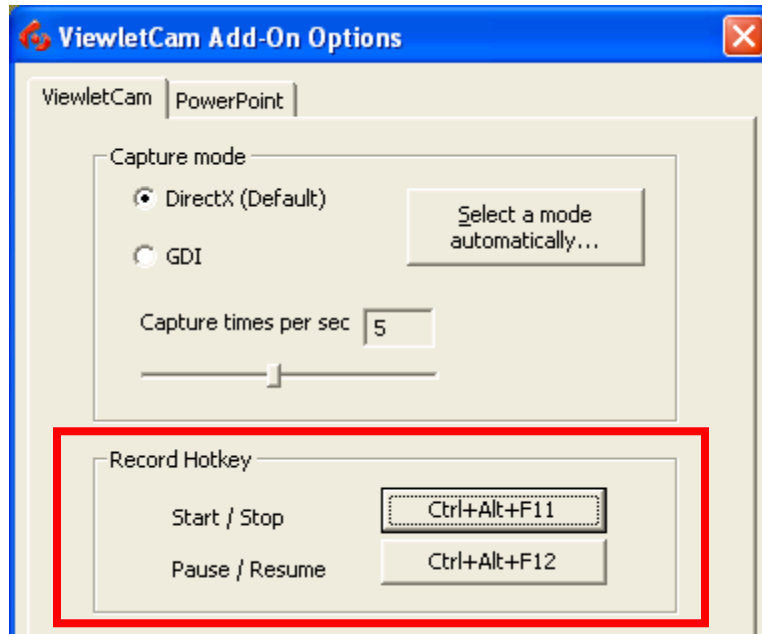




Configuring the ViewletCam Add-On

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- In the ViewletCam tab, the button next to "Start / Stop" shows the keystrokes assigned for the hotkeys. To change these, press the button.



- A "Select Hot Key" screen will appear. Press a single or multiple keystrokes. The new keystroke(s) will appear on this screen.



- Click "OK" to apply.

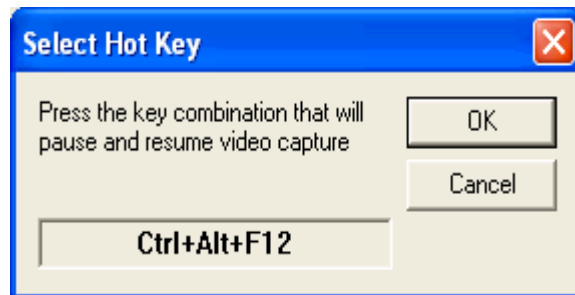




Configuring the ViewletCam Add-On

The Pause / Resume hotkeys are used to pause and resume an active screen capture session. These hotkeys work like a toggle. When first pressed during the current recording session, the recording will pause. When these hotkeys are pressed again, the current recording session will continue for that same session. To change these hotkeys press the applicable button next to Pause / Resume in the ViewletCam tab:

- A "Select Hot Key" screen will appear. Press a single or multiple keystrokes. The new keystroke(s) will appear on this screen.
- A "Select Hot Key" screen will appear. Press a single or multiple keystrokes. The new keystroke(s) will appear on this screen.



- Click "OK" to apply.

Note: You can also end a recording session at anytime by selecting the ESC key.

ViewletCam Tab - Audio

ViewletCam offers several ways to enhance your Viewlet project with the addition of sound. Sound features include recording audio for narration purposes while capturing on-screen actions for synchronous sound across the project. Or, if you prefer, you have the ability to capture sound effects produced by the computer (mouse clicks, for example) while capturing on-screen actions to produce an even more realistic project.

To Set Audio Options for Screen Capture Session:

You can record from a microphone or capture audio already embedded in a PowerPoint presentation. To set up audio preferences:

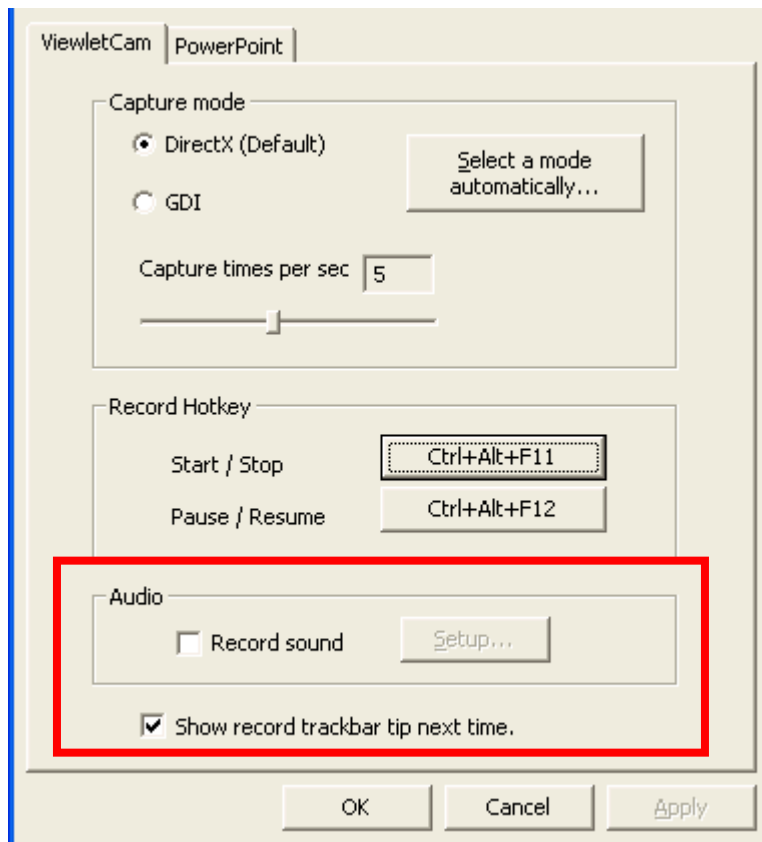
- On the "Audio" portion of the screen, place a checkmark next to "Record sound".
- To set sound preferences, press the "Setup" button next to the "Record sound" option.





Configuring the ViewletCam Add-On

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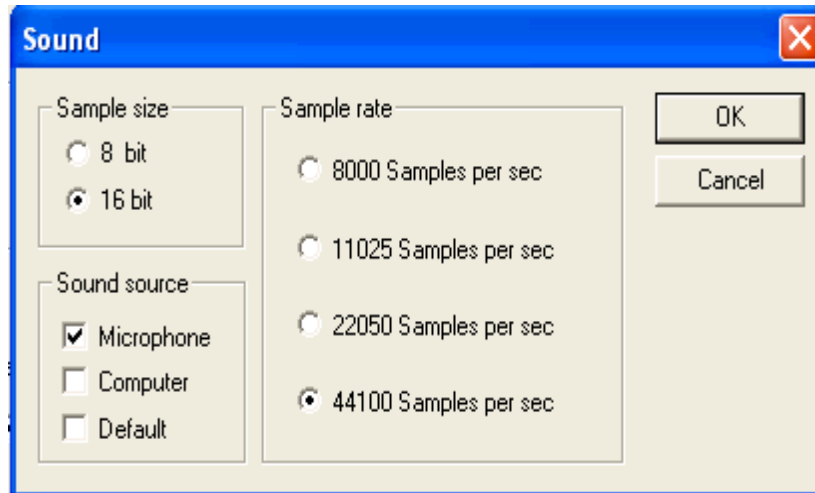
- In the “Sound” screen, set your sample size, source and rate.

Note: If your PowerPoint presentation contains embedded audio, choose the “computer” option. If you plan to add voice narration while the onscreen capture session is active, choose the “microphone” option. You can only capture EITHER computer sounds or microphone input, not both, during an on-screen capture session.





Configuring the ViewletCam Add-On



- Click "OK" to apply.

Note: In the Viewlet tab, you will see an option to "Show record trackbar tip next time". If you select "Launch Presentation and Start Recording" as the option for the "Record Mode" in the PowerPoint tab, each time your screen capture session begins, a tip will be displayed. If you prefer not to have this tip displayed each time you start a new recording session, remove the checkmark from this option.

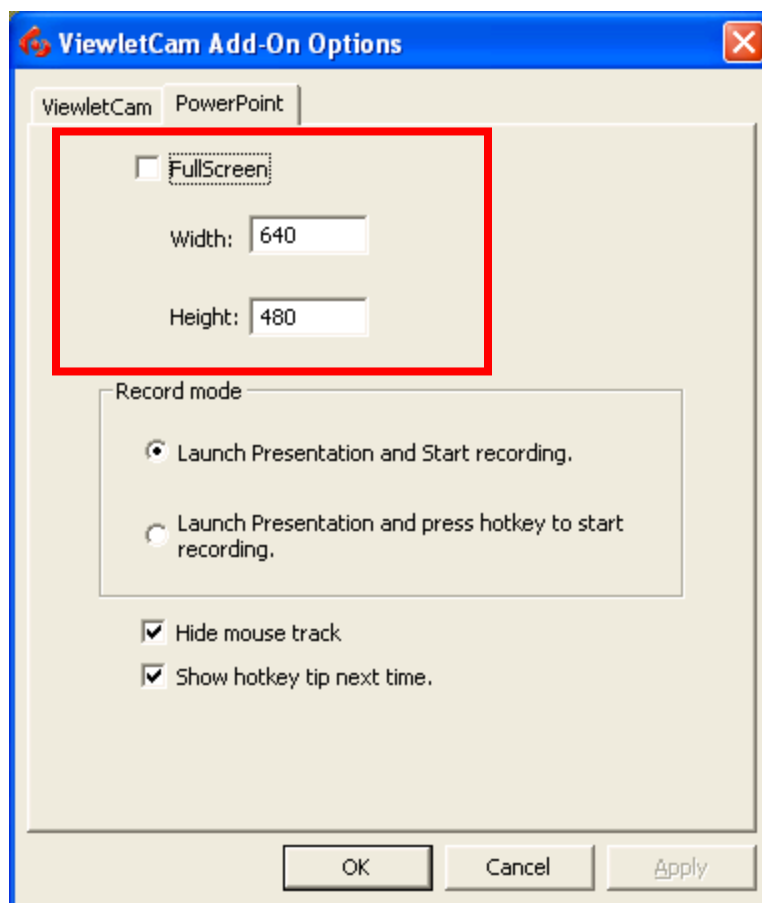




Configuring the ViewletCam Add-On

PowerPoint Tab - Full Screen or Custom Size Capture

- To record on-screen actions viewable on your entire screen, use the “Full Screen” option. This will capture everything visible on your monitor during the recording session.
- To set a “custom” size for recording, change the Width and Height. If the dimensions are smaller than your monitor settings the presentation will be centered on your screen during the capture session.



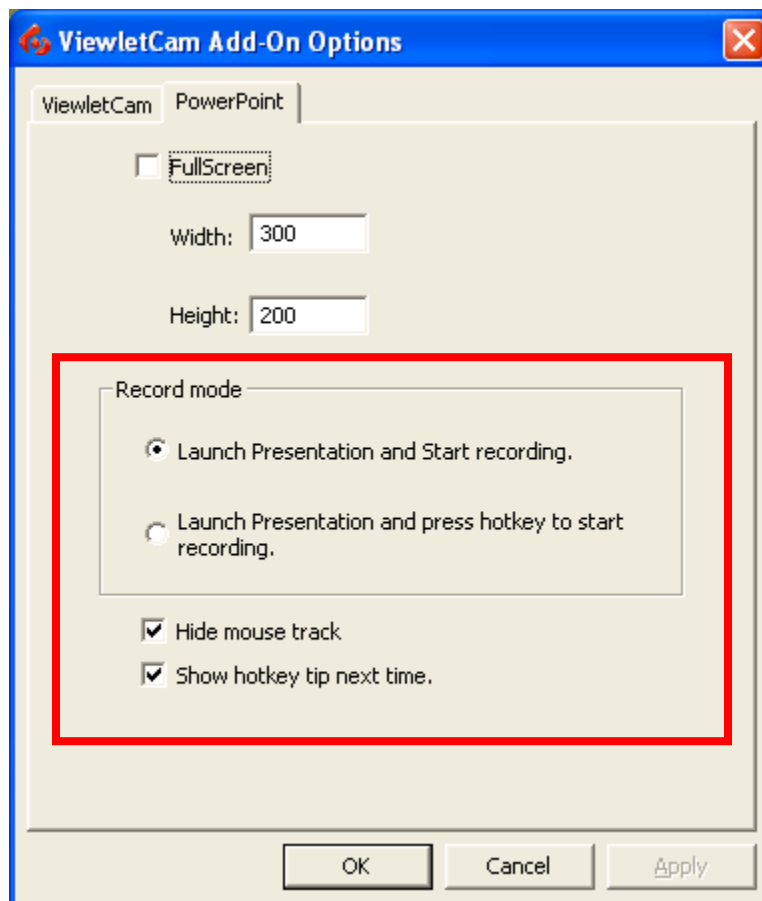


Configuring the ViewletCam Add-On

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PowerPoint Tab - Record Mode

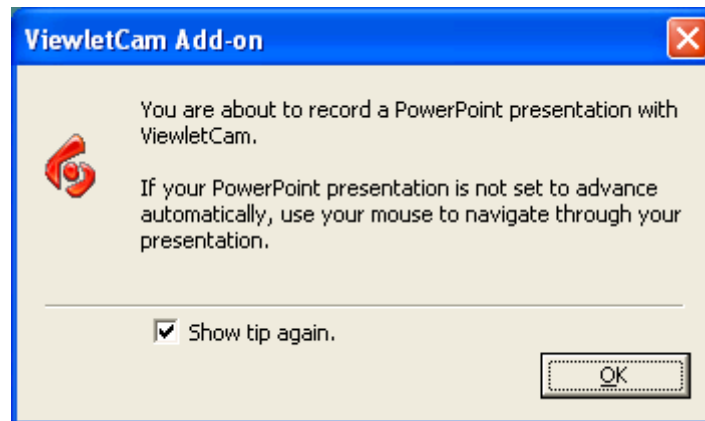
- If you want ViewletCam to start recording as soon as it's launched, select the radio button next to "Launch Presentation and Start recording."
- If you prefer to have more control over when the recording will begin by using the "hotkeys" set up earlier under the ViewletCam options, select the radio button next to "Launch Presentation and press hotkey to state recording".
- Remember, to stop the recording, press the same "hotkeys" you used to start the recording. You can also press the ESC key to end your recording session at anytime.





Configuring the ViewletCam Add-On

- Also, from this screen you have the option to hide / show the “mouse track”.
- If you leave the option selected for “Show hotkey tip next time” and have “Launch Presentation and use hotkey to start recording” select for the “Record Mode”, the following tip will display before your screen capture session begins. If you prefer not to show this tip before each hotkey screen capture session, remove the checkmark from the “Show hotkey tip next time” option.





Onscreen Capture Session

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Onscreen Capture Session

Once all your options are set in the ViewletCam Add-On configuration screens, you are now ready to capture your PowerPoint presentation. To do this:

- Press the ViewletCam Add-On “Record” button.
- If a tip is displayed, click “OK” to close it. We suggest removing the tip options for more efficiency during the capture session, but the choice is up to you.
- If you set your “Record Mode” to automatically launch the PowerPoint presentation, the screen capture session will immediately begin.
- If you set your “Record Mode” to use a hotkey to start the capture session, press the applicable hotkey(s) to begin your onscreen capture session.
- Once you are finished with the onscreen capture session, you can quickly end it by using your hotkey or by pressing the ESC key.
- When you end your onscreen capture session, ViewletCam will open, producing a .vcp file that contains the elements of the capture session. Edit this .vcp source file as you normally would any ViewletCam file and / or publish it directly to Flash.

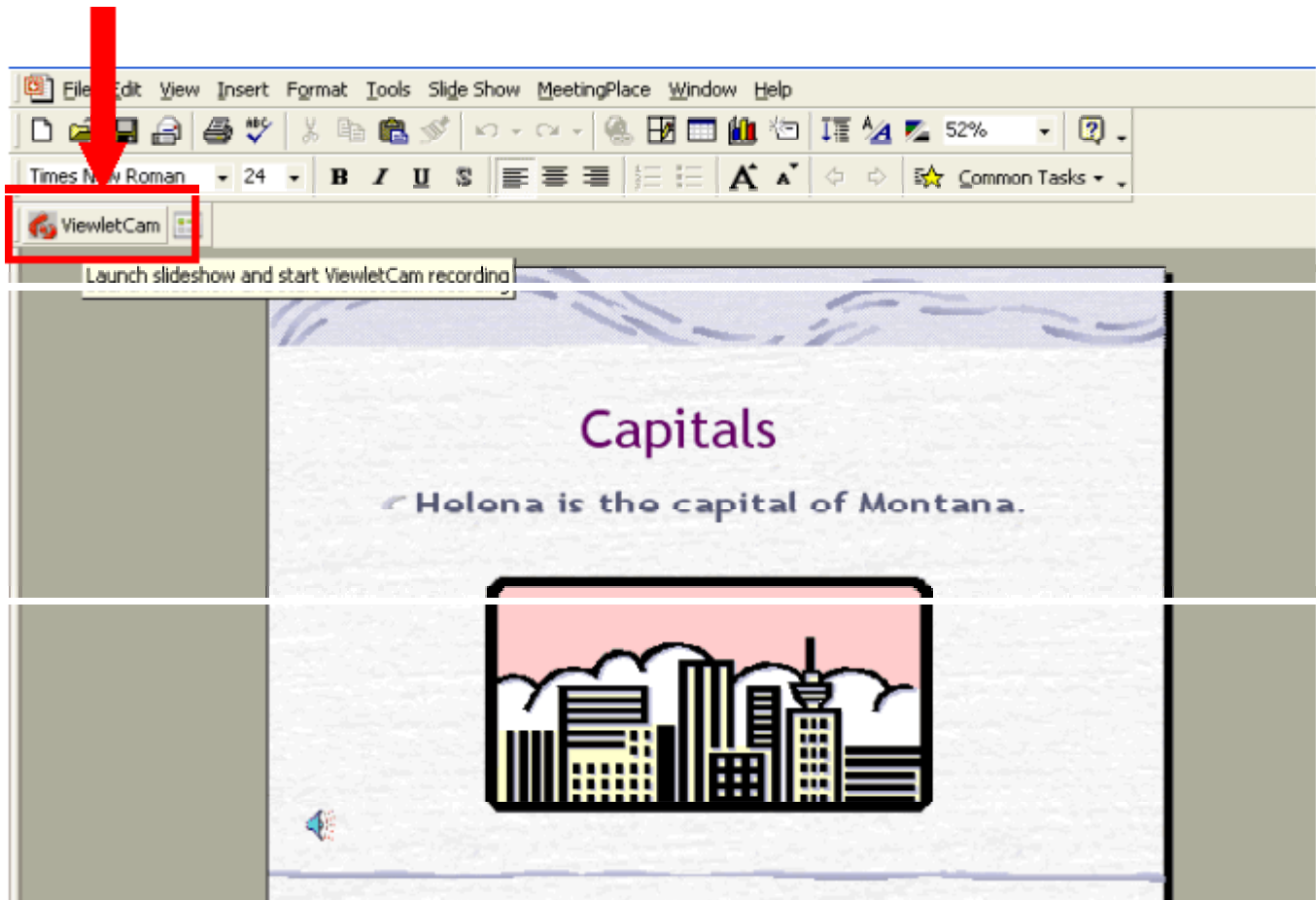
Note: For more information on working with ViewletCam files, please visit our Online Help page at:

<http://www.qarbon.com/help/>





Onscreen Capture Session





Training

Take advantage of all the features in ViewletCam by signing up for training at the Qarbon web site. Learn how to better utilize our full motion software to create powerful product demonstrations, online tutorials, and/or e-learning demos! For more information, please visit our site for the most current training options available:

<http://www.qarbon.com/services/training/>





Viewlet Creation

Need help creating Viewlets? Whether your objective is to enhance marketing efforts with a Viewlet Flash product demonstration, supplement training with online software training, or reduce support costs using any of our Viewlet authoring tools, Qarbon's Viewlet Creation team can help you achieve your goals. For more information, please visit our site:

<http://www.qarbon.com/services/creation/>





Sales and Support

Please feel free to contact our Sales or Support staff at anytime if you have ANY ViewletCam Add-On for PowerPoint (or other product related) questions or concerns. For the most current company contact information, please visit the Qarbon web site at:

http://www.qarbon.com/about_us/contact_us/

We look forward to working with you!

