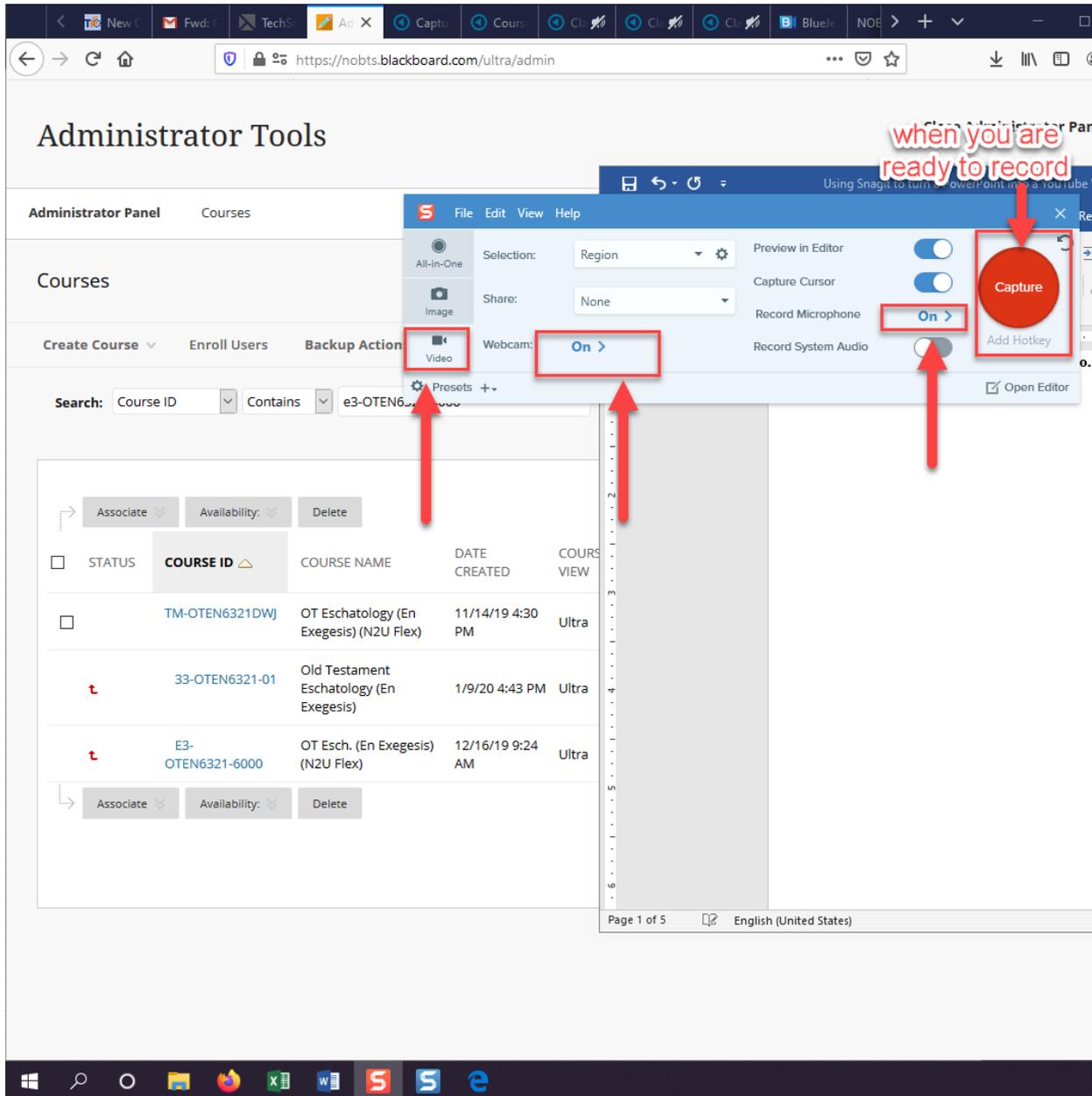


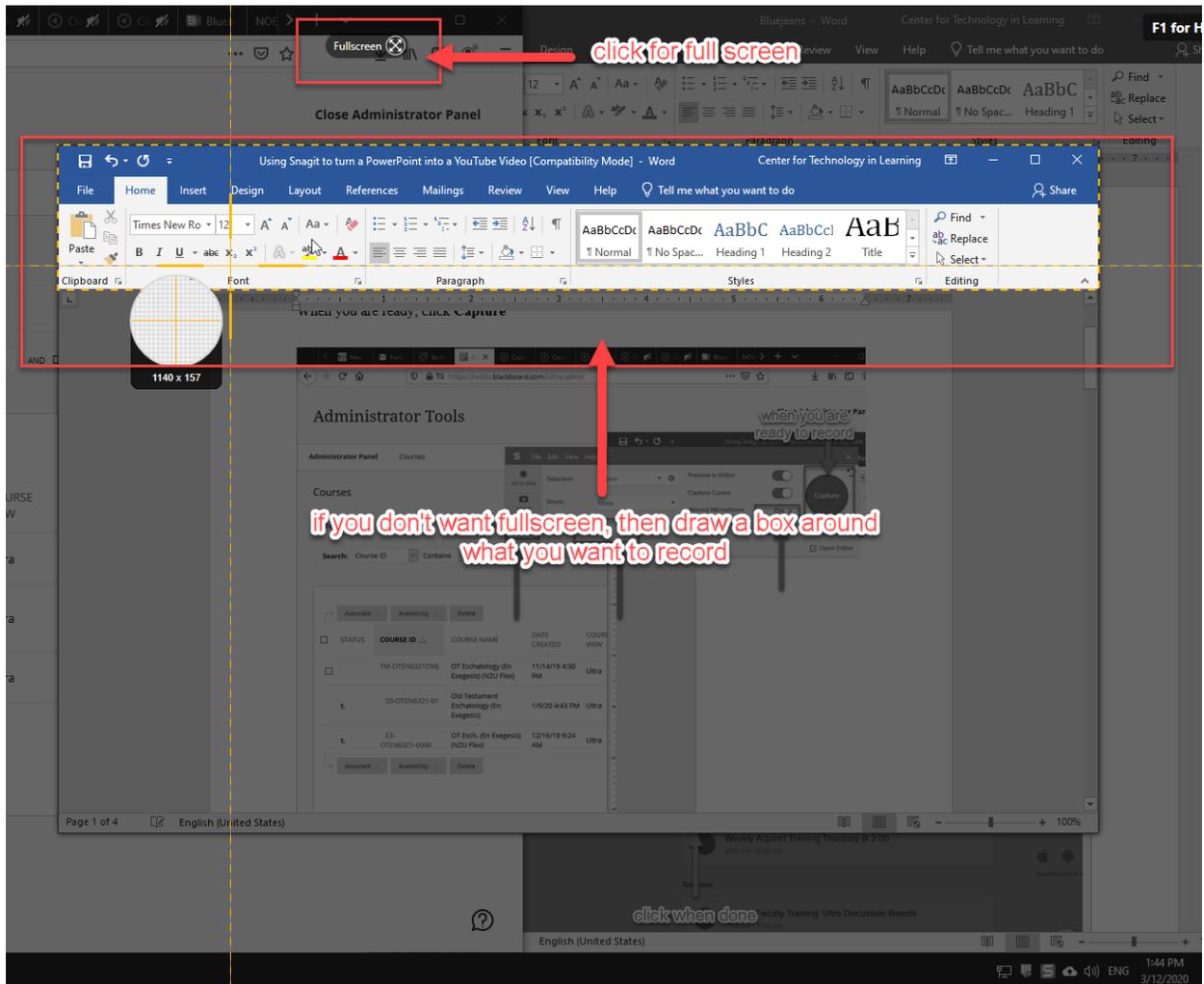
# Using Snagit to record a video

1. Open Snagit. Select **Video**. MAKE SURE WEBCAM AND AUDIO ARE SET TO ON

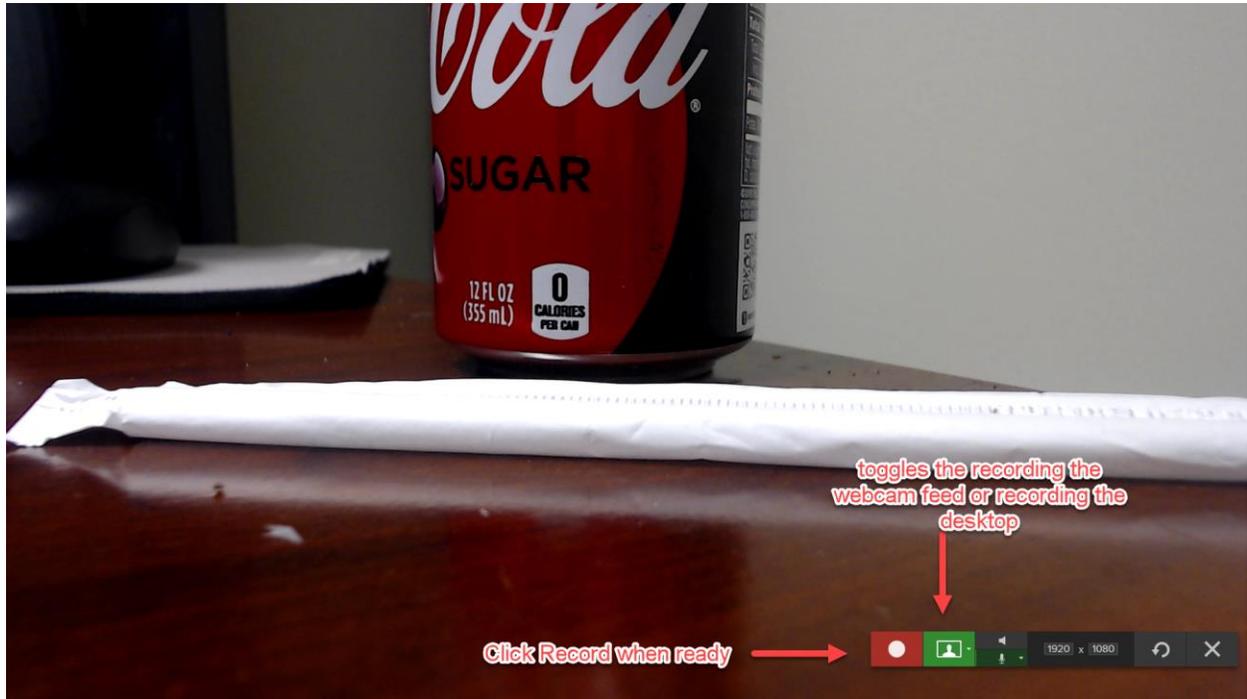
When you are ready, click **Capture**



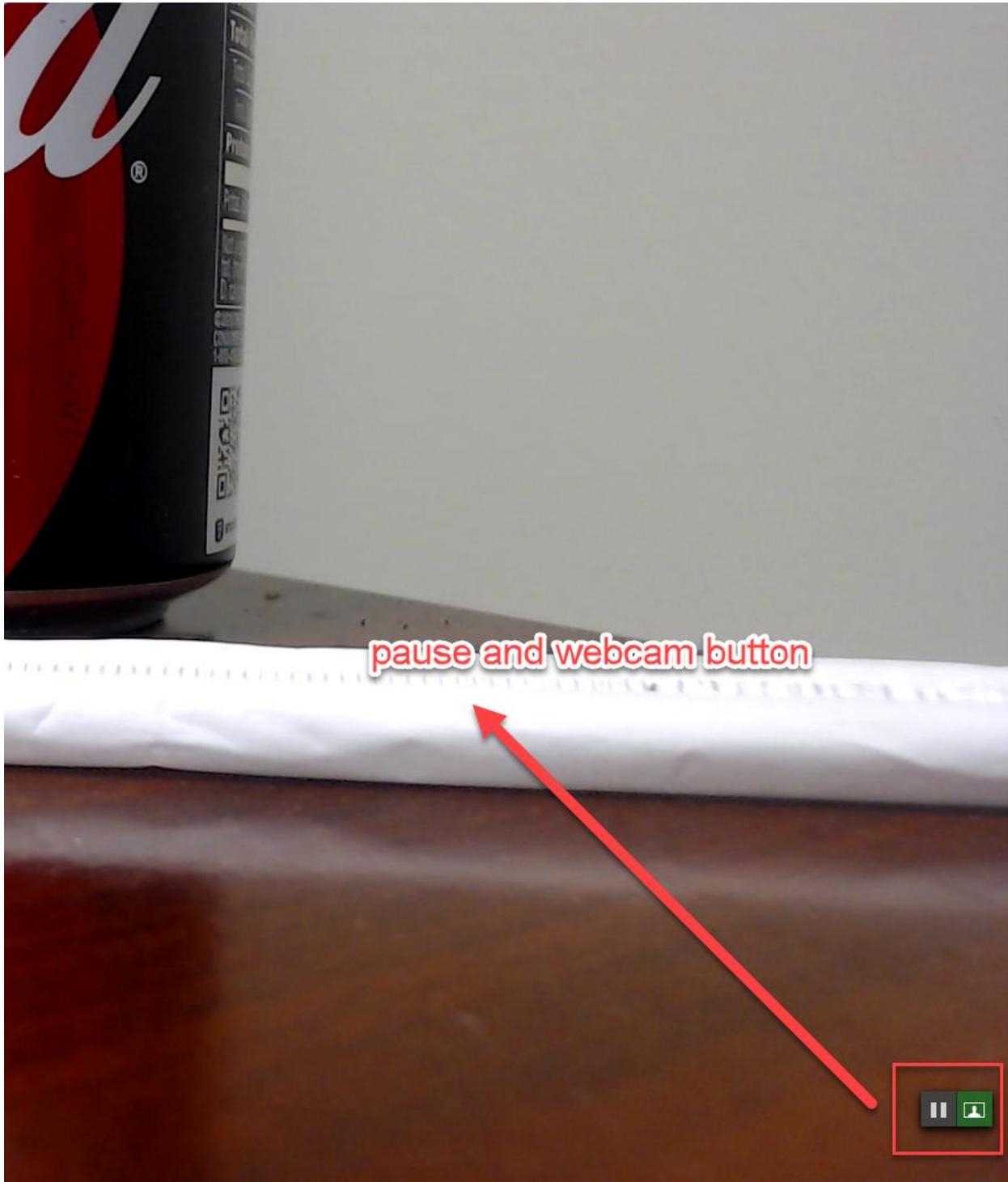
2. Select either **Fullscreen** or select the part of the screen you wish to record



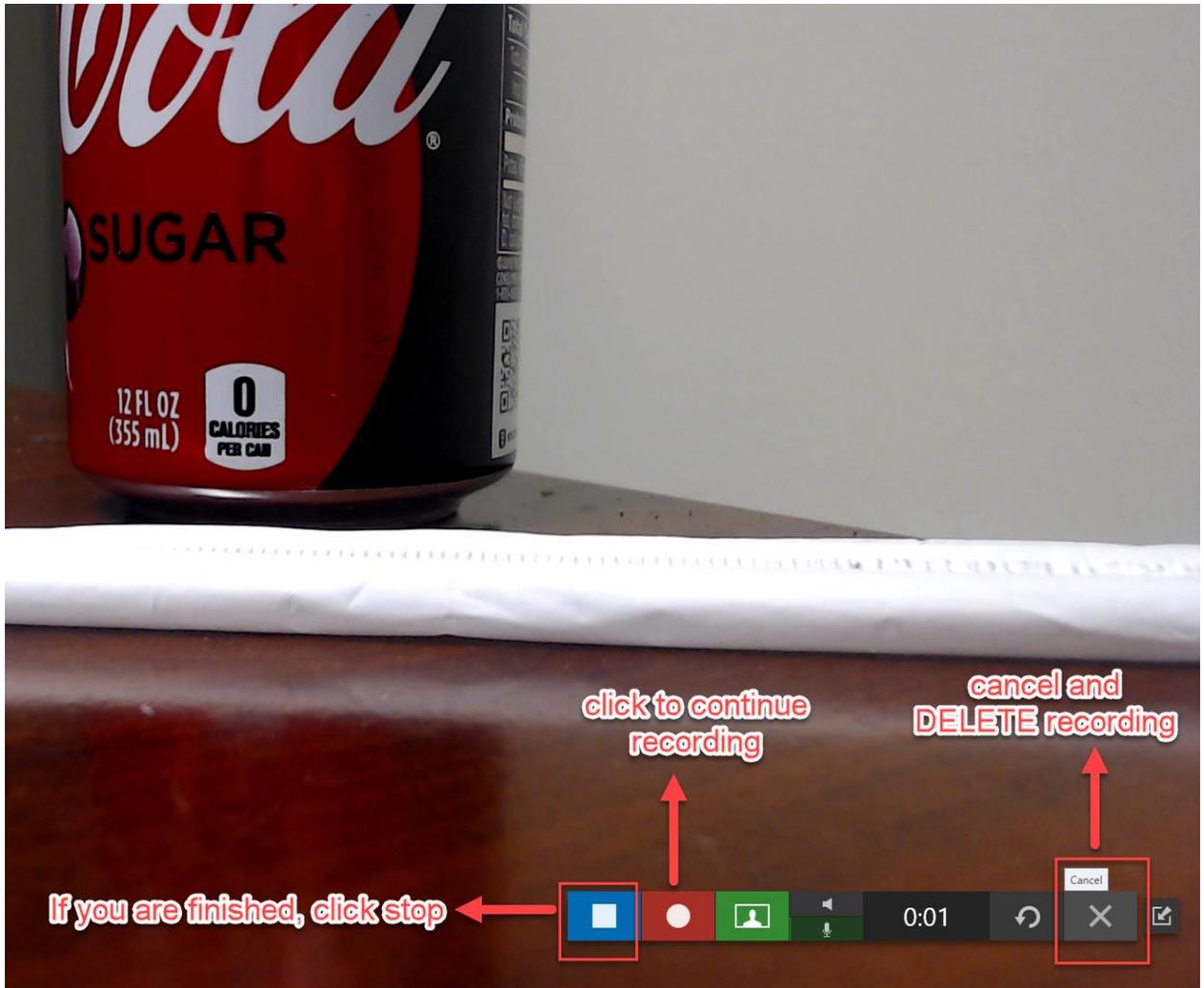
3. At the bottom, notice the **Webcam button**. This switches between the video from your webcam and the video on the desktop. You can switch back-and-forth between the views whenever you'd like. When you are ready, click the **Record** button.



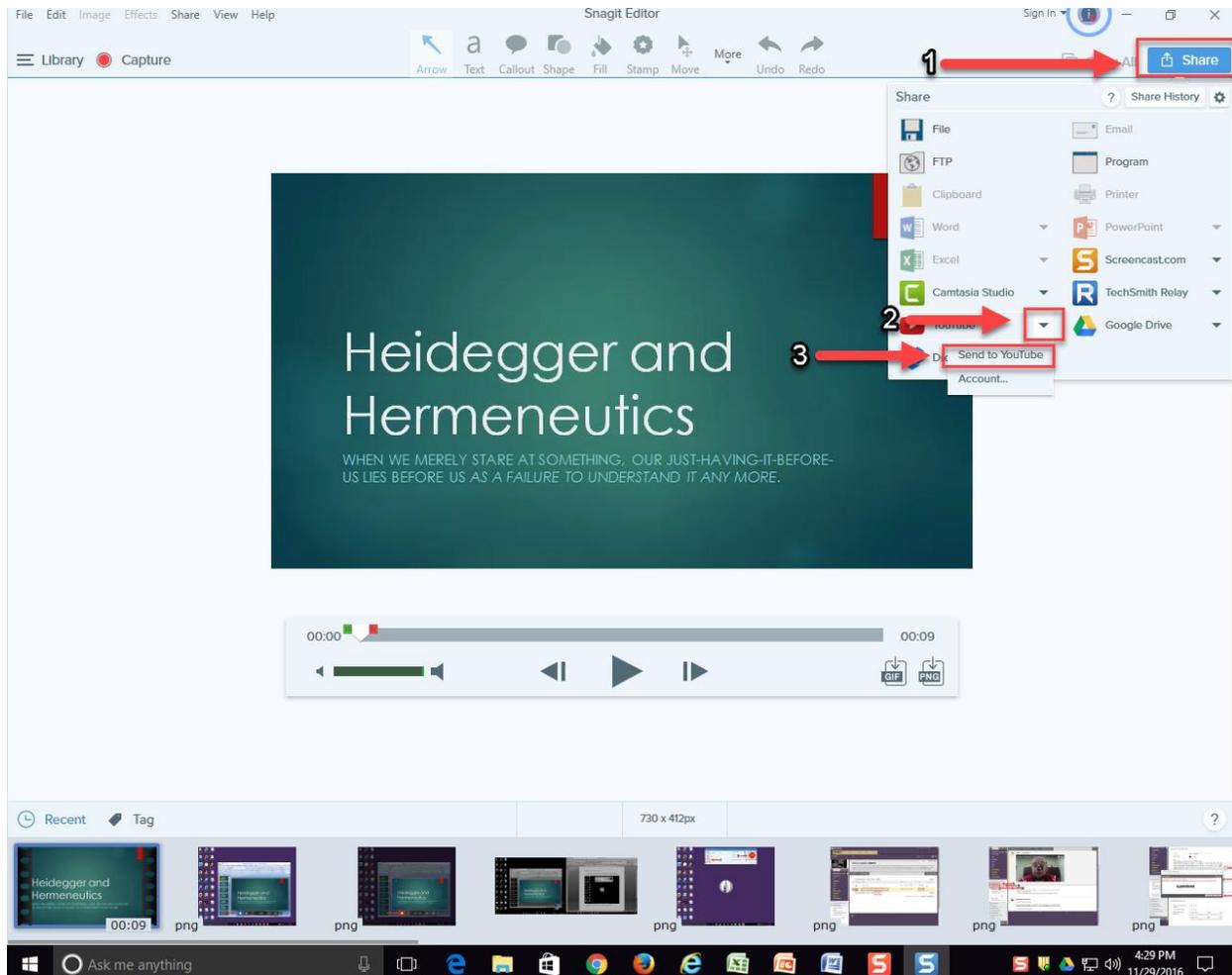
4. Record your lecture. While recording, in the bottom left you will find the **Webcam button** and a **Pause button**. When you are finished recording, **click the pause button**.



5. After clicking **Pause**, you can either re-start the recording **OR CLICK STOP IF YOU ARE FINISHED.**



6. After clicking **Stop**, you are sent to the **Editor**. In the top-left corner click **Share > YouTube > Send to YouTube** (you may have to enter your YouTube information. If you have an @nobts.edu account, simply login in with your email address and password)

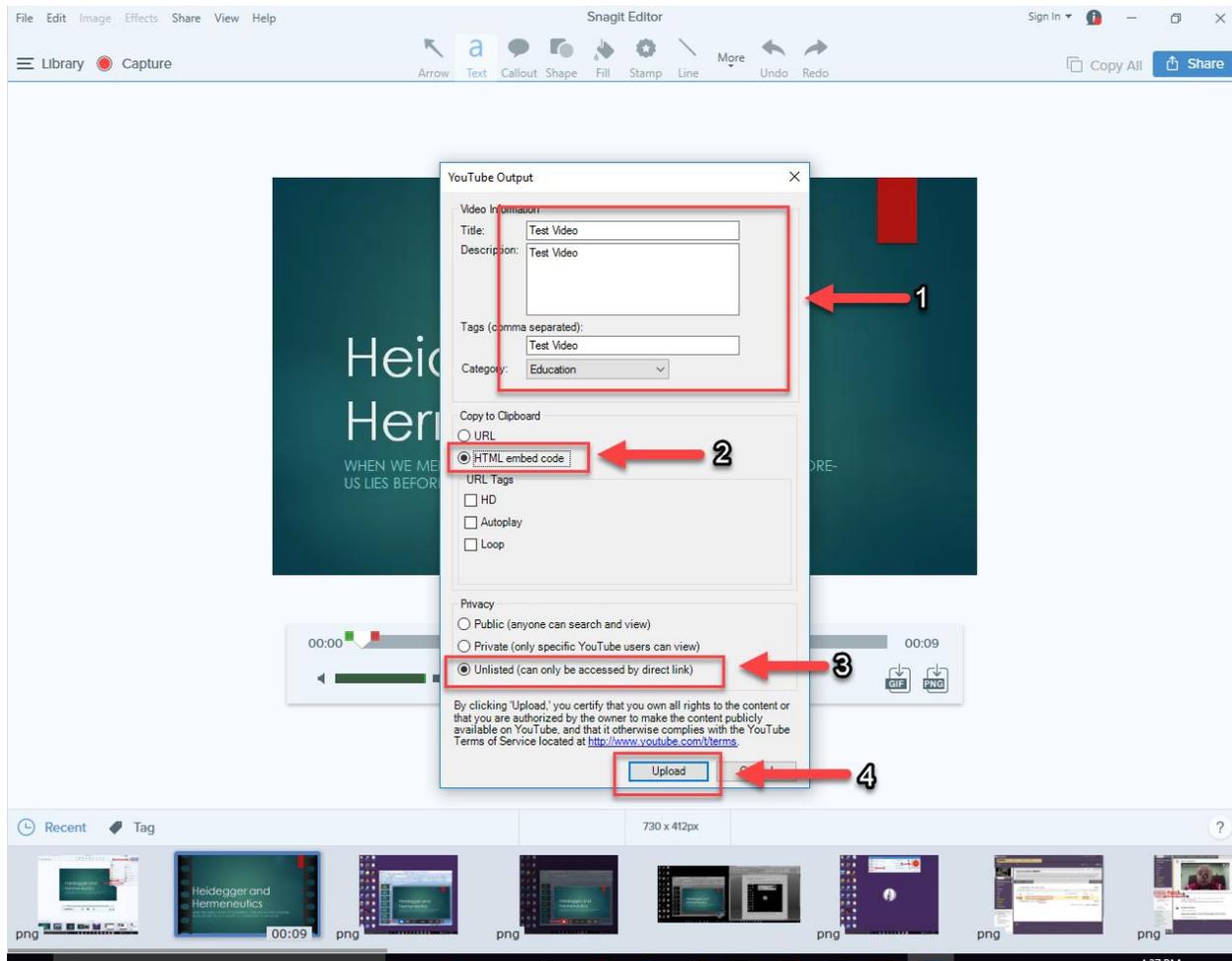


5. Fill out the **Title, Description, and Test Video**. It forces you to put in a description and tag. Simply copy the title into all three areas

Select **HTML embed code** under Copy to Clipboard

Select **Unlisted** under Privacy

Then click **Upload**



6. Snagit will notify you with a pop-up when it is done uploading. Now you can add the YouTube video to Blackboard like usual (see other tutorial).

If you have any questions, feel free to call or email.

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