

How to Make Your First Jing

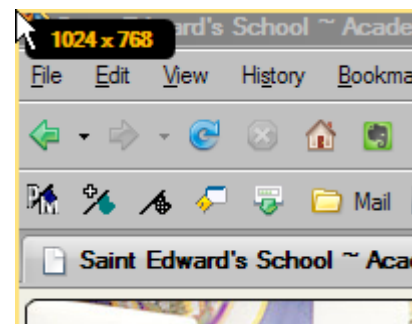
Mouse-over the sun and three rays representing the three basic tasks will appear.

- The left one with the cross-hairs is the Capture ball. You will press it to start your capture.
- The middle shows you your History of previously made Jing projects.
- The right ray with the two gears is the More ball. Use it to change settings and preferences, such as to setup hotkeys, or prevent the sun interface from showing on your screen.

1. Click the Capture ball.



2. Select an area to capture by selecting either a window, part of a window, or, click and drag the cross-hairs to select a custom area.



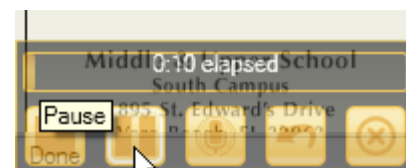
3. Do you want to capture an image or video? You can add arrows, text and highlights to images. If you have a microphone, you can narrate your video!



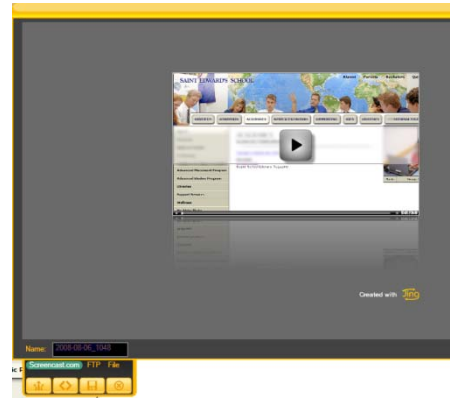
4. The screen will count down 3,2, 1 before the microphone engages. Record your screen activities.



5. While you record, a Jing control panel is active in the lower left side of the screen showing the elapsed length of your capture. You may choose to Stop the recording, Pause, restart a fresh recording, Mute voice recording, or Delete.



6. Press Stop when you are finished and in the window which opens, press the Play button to preview your capture before completing the save.



7. ****Give the file a descriptive name; if you don't, Jing will give it a generic name by date.



8. Notice the three choices above the buttons. Highlighted in this example is Screencast.com which means your recording will be uploaded to the web at Screencast.com and you will be provided with its address, its URL on the clipboard. Then, you can paste the URL into documents, emails, or the homework web.



9. As soon as you click Share, a small window opens indicating that the file is uploading. Then the Capture Shared window appears indicating that it has placed the address of the recording on the clipboard. Open an email and paste in the URL to share the video, or upload the link to your homework page.

