



Quick Start Guide: Screencast-O-Matic

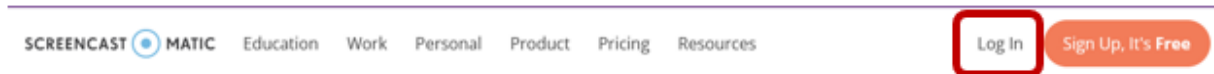
SCREENCAST-O-MATIC VIDEO RECORDING TOOL

UMW holds a subscription to Screencast-O-Matic, which allows for 200 users at a time. In addition to camera and screen recording, the program provides some fairly robust editing tools. We also have storage space on the Screencast-O-Matic server to host the videos you create. Screencast-O-Matic does not automatically caption videos; captioning must be completed through the service's editing tool.

Students and Faculty: Access through the Screencast-O-Matic Website

In the browser of your choice, navigate to the Screencast-O-Matic main web page at <https://screencast-o-matic.com/home>.

From the menu at the top, select **Log In**.

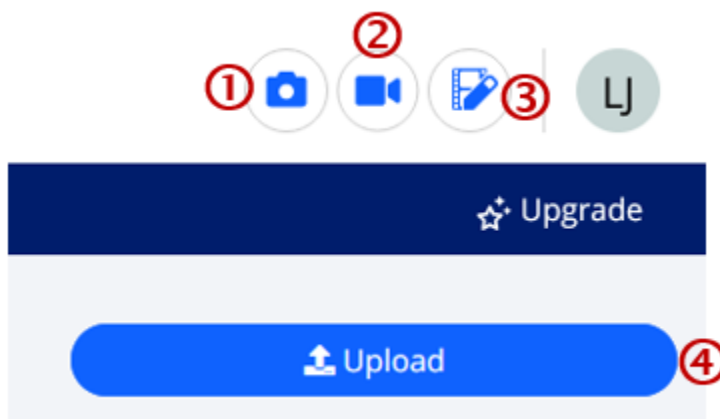


Because we have a subscription, get started by inputting your UMW email address at the log in screen; then, click **Continue**. When prompted, use the same password that you use for your UMW email account. Click **Log In**.

Start Recording and Editing

After logging in, you will access the main tools from links on the upper-right of your screen:

1. Capture a screen shot.
2. Record your screen and/or with your webcam.
3. Edit videos.
4. Upload existing videos to edit or share.

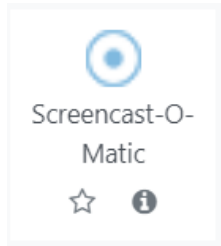


Note: The first time logging in and using the tools, you may be prompted to download some programs and make changes to your computer. Simply follow the directions provided.

Check out the Screencast-O-Matic website for [a quick tutorial on getting started recording](#).

Faculty: Access through Moodle

Within Moodle, faculty can add a Screencast-O-Matic video they've already added or they can record a new video. With the editing turned on your Moodle site, click on **Add an activity or resource**. Look for the Screencast-O-Matic tile then click on it.



Give your video a name and click **Save and display**. From the menu provided, you can select from a list of your videos to add or click on the **Launch Record** button at the top right to record a new video. When your video is ready, click **Embed Video**.

Note: If you do not have the up-to-date Screencast-O-Matic tools on your computer, you will be prompted to download them.

Students and Faculty: Screencast-O-Matic Mobile App

Screencast-O-Matic offers mobile applications for iOS, Android, and Chromebook devices. Simply download the version you need from the Apple's App Store or the Google Play Store. When asked to log in, use your UMW email and password.

If you need help using the mobile apps, Screencast-O-Matic makes tutorials available:

- [For iPad and iPhone](#)
- [For Android phones and tablets](#)
- [For Chromebooks](#)