

TRAINING SIMULATION	
<p><b>1. Preparation</b></p> <ul style="list-style-type: none"> <li>Open the Google search window</li> <li>From Captivates Welcome Screen select Software Simulation.</li> <li>If you have a captivate project open, select File &gt; Record New Software simulation</li> </ul> <p><b>Under Size</b></p> <ol style="list-style-type: none"> <li>Select Application, click the drop down and select Google's search window</li> <li>Under Snap to: Select Custom size, click the drop down and select 1024x768</li> <li>Then select Application Region</li> <li>Click your screen to bring up the box again.</li> </ol> <p><b>Under Recording Type</b></p> <ol style="list-style-type: none"> <li>Keep Automatic selected</li> <li>Click the <u>Training</u> box</li> <li>No Panning</li> <li>No Narration</li> <li>Click Settings <ul style="list-style-type: none"> <li>Modes &gt; Select drop down and select Training Simulation</li> <li>Select Show mouse location and movement</li> <li>Under Click Boxes: Select show hand cursor</li> <li>Click OK</li> </ul> </li> </ol> <p><b>10. Click Record</b></p>	<p><b>2. Description of steps to click while recording</b></p> <ul style="list-style-type: none"> <li>Start from <a href="http://www.google.com">www.google.com</a>.</li> <li>Type in: msdsxchange</li> <li>Click search</li> <li>Select: <a href="http://www.msdsxchange.com/english/index.cfm">http: &gt; &gt; www.msdsxchange.com &gt; english &gt; index.cfm</a></li> <li>In the address window and click the "go" or Enter on your keyboard</li> <li>In the Search for the MSDS from Exchange Database box type in: battery cleaner</li> <li>Click Search</li> <li>When the list comes up, scroll down to select the Battery Cleaner with the Chemical Name: <u>Chromate Industrial Corporation</u></li> <li>Scroll down so you can see the contents of the PDF</li> <li>Click End on your keyboard.</li> <li>Go to File &gt; Save As: Save it in your folder as Training Simulation.</li> </ul>
<p><b>3. Edit the Training Simulation</b></p> <ol style="list-style-type: none"> <li>Resize and reposition the click boxes on all the sizes.</li> <li>If you need to change the action or the options of the click box in the Properties panel you can.</li> <li>Change the appearance of the mouse, if desired, and apply all</li> <li>Change the properties of the Click box hint and failure captions and save for all.</li> <li>Delete any unnecessary slides</li> <li>PREVIEW</li> </ol>	<p><b>4. Import into another Project</b></p> <ol style="list-style-type: none"> <li>Copy all the slides in the training simulation, select all the slides in the filmstrip and go to Edit &gt; Copy or Control &gt; C on your keyboard</li> <li>Open up your MyExerciseProject.cptx and scroll down to slide 6 (training simulation), select it, then go to Edit &gt; Paste or use Control &gt; V on your keyboard</li> <li>With all the training simulation slides still selected right click on one of the slides in the filmstrip and select Group &gt; Create. In the Properties panel, name the group: Training Simulation. Change the color if necessary.</li> <li>Go the slide immediately after the last slide of your training simulation and copy the Next button, then expand your training simulation group and paste the Next button onto the last slide of the training simulation.</li> </ol> <p>WARNING: slide numbers in your project will not match up after you've inserted the training simulation, you'll need to go by slide name.</p>

## HD VIDEO DEMO

### 1. Preparation

- Open the Google search window
- From Captivates Welcome Screen select Video Demo
- If you have a captivate project open, select File > Record New Software simulation

#### Under Size

1. Select Application, click the drop down and select Google's search window
2. Under Snap to: Select Custom size, click the drop down and select 1024x768
3. Then select Application Region
4. Click your screen to bring up the box again.

#### Under Recording Type

5. No Panning
6. No Narration
7. Click Record

### 2. Description of steps to click while recording

- Start from [www.google.com](http://www.google.com).
- Type in: msdsxchange
- Click search
- Select: [http: > > www.msdsxchange.com > english > index.cfm](http://www.msdsxchange.com/english/index.cfm)
- In the address window and click the "go" or Enter on your keyboard
- In the Search for the MSDS from Exchange Database box type in: battery cleaner
- Click Search
- When the list comes up, scroll down to select the Battery Cleaner with the Chemical Name: [Chromate Industrial Corporation](#)
- Scroll down so you can see the contents of the PDF
- Click End on your keyboard. Or click the captivate icon on your tray.

### 3. Editing

1. Select Edit in lower left corner
2. Save the .cpvc file. File > Save As, name it VideoDemo
3. Take the red scrub line and move it on the timeline to view your video quickly. Move it to a place you want to cut out. Select Trim and move the edges to highlight the area you want to cut. Select Trim again.
4. Select the diamond above the trim mark and add a transition
5. Move scrubber on timeline to place you want to zoom into. Select Pan and Zoom, in Properties panel, move blue box to place you want to zoom into, change the speed if desired. Then move scrubber to place on timeline you want to zoom back out. Select Zoom out in Properties panel
6. Move scrubber on timeline to place you want to insert a highlight box. Select Insert > Highlight. Change properties if desired.
7. Click Publish – make sure name and folder are correct
8. Select a preset size and click Publish.
9. Open up your MyExerciseProject file and select slide 5.
10. Go to the Main Tool bar and select Video > Insert Video. Browse to the folder
11. Select modify slide duration to accommodate video, click OK
12. Resize if needed.
13. Save your project
14. Preview