Center for Teaching, Learning & Engagement
http://www.gccaz.edu/ctle
email: ctle@gccaz.edu | phone: 623-845-3485

SCREENCAST-O-MATIC (SOM) QUICK REFERENCE GUIDE

What is Screencast-O-Matic?

Screencast-O-Matic (SOM) is a free or low-cost alternative to expensive screen recording software. The application runs on macOS and Windows, and provides a beginner-friendly way to record your webcam, screen, or both. Use Screencast-O-Matic to record voiceover with slideshow presentations, tutorials and demonstrations of websites, models, and software, or simply record your webcam for course introductions, instruction, microlectures, and more.

Installation Options & Instructions

Personal Computer

In your web browser, go to https://screencast-o-matic.com/ctleaz and select the **Launch the Recorder** button. If you are on a Windows PC using a Java enabled browser (and Java is installed) then you don't need to download or install anything. For everybody else you'll be prompted to download and install a "Screen Recorder Launcher." Follow the prompts and after installing, select **Launch the Recorder** again if the application does not launch itself.

GCC-Owned Computer

- **Mac: Access Self Service**
  Start a Spotlight search by pressing **Command + Space**. Type **Self Service**, and press **Return** to launch Self Service. **OR**, with the Finder active, choose **Go > Applications** and look for **Self Service**, then double-click to launch Self Service. Use the Search feature to find Screencast-O-Matic and select **Install**.

- **Windows: Software Center**
  If there is a **Software Center** icon on your desktop, double-click it to launch Software Center. **OR** select **Start** on the taskbar, type **Software Center**, and press **Enter** to launch Software Center. Use the Search feature to find Screencast-O-Matic and select **Install.**

You may need to update your operating system permissions for SOM to access your webcam, audio devices, and to record your screen.

If you have any questions regarding the self-install options on your GCC-owned computer, please contact the Service Desk (623) 845-3555, servicedesk@gccaz.edu, or use the Self Service Portal to create an IT service ticket.

First Use: Account Options

The first time you use SOM a dialog is presented for you to select your license type.

Free Account

- You do not need to sign up for an account.
  Select the **Free** option when prompted for a license type.
- Access up to 15 minute of recording with SOM branding (SOM logo in bottom corner).
- No editing features.

GCC CTLE Deluxe Team License

CTLE's Deluxe Team license pool resets on the first of the month. When your computer launches SOM, it takes one license slot and can use the tools anytime during that month. If you receive a notice that there are no remaining licenses, please email ctle@gccaz.edu.

- GCC faculty and staff may unlock the CTLE's Team License.
  Select the **Team** option when prompted for a license type.
  When asked for the team URL, copy/paste this URL into the entry field:

  https://screencast-o-matic.com/ctleaz

  If the app doesn't seem to launch properly, visit the above URL in a web browser and select **Launch the Recorder**.

- Unlimited recording time and no SOM branding.
- Excellent editing and output options.

Basic Screen Recording & Tutorials

Check out Screencast-O-Matic's GREAT video tutorials to get started!

- Introduction to Screencast-O-Matic Recording
- Introduction to Deluxe Team License Features

For more details on features and use, view video tutorials by topic at http://som.screencasthost.com/, or search for a video or text tutorial on a specific subject.

Advanced Editing & Tutorials

- Editor Tutorial Video
- Video Editor Cheat Sheet

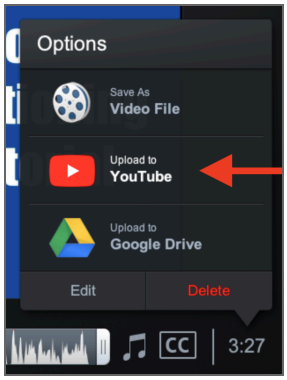
Additional Resources

Capturing PowerPoint or Screen using SOM: The number one way we see SOM being used is recording audio and webcam over a slide deck or screen demonstration. Here you will see tips from Michael Rosenberger from Phoenix College's CTL on how to set up for screen recording and options for recording your webcam and audio: https://youtu.be/uyocCvbYabA

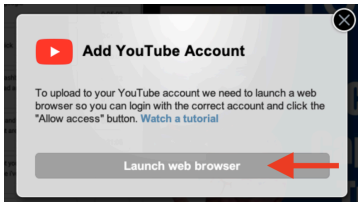
Additional SOM options with Webcam/Positioning: Here, Michael Rosenberger from Phoenix College's CTL demonstrates how to change your webcam prominence and position while recording: https://youtu.be/oAl03esx7I0

Authorizing YouTube in SOM: When finished recording and editing your video, you can upload directly to your YouTube account if set up, but you need to authorize and sync to your G-Suite account first. To connect SOM to YouTube:

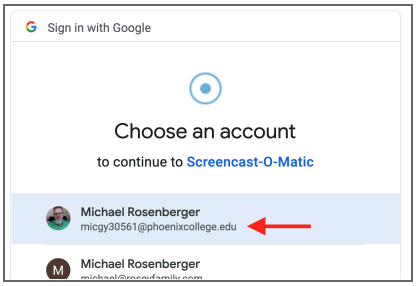
1. Open the video and select the **Upload to Youtube** option. If you do not see the option to upload to Youtube, click the small menu icon at the top of the Options window.



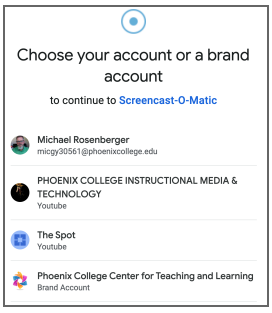
2. If you have not already authorized another account or channel, SOM will ask permission to launch your web browser. Select **Launch web browser**.



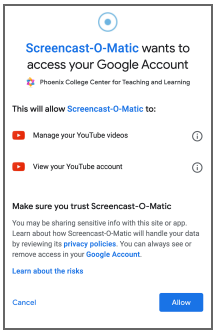
3. Your browser will display a dialog allowing you to select the G Suite account to connect to SOM. Click to select your gccaz.edu email account. (If you do not see your gccaz.edu email listed, select **Use another account**, enter your GCC email, and then authorize with your MEID and password as usual).



4. You are then prompted to choose an account, channel or brand. Select where you want our SOM videos to go.



5. The last dialog box will ask you to confirm access for SOM to upload and manage your YouTube videos through the account you have selected. Click **Allow** to complete!



You will see a confirmation window after successfully authorizing YouTube uploading from SOM.

Embedding YouTube videos in Canvas: To display your YouTube-hosted video within Canvas, see our guide Embed a YouTube Video in Canvas.