

# Recording and publishing Adobe Captivate software simulations

With Adobe Captivate, you can rapidly develop and share engaging computer simulation without programming or multimedia skills. By simply recording your onscreen activity, Adobe Captivate automatically generates a highly interactive software simulation of the captured procedure, including click areas, text-entry areas, prompts, and learner feedback. You can even add audio to narrate your onscreen actions. Your finished Adobe Captivate project is a SWF file that you can add to other learning content, such as presentations created in Adobe Presenter, PDF documents, and Adobe Acrobat Connect Pro meetings.

When you record a new project, you use an application or website as you would normally: by moving the mouse, using the keyboard, and navigating through menus. As you work, Adobe Captivate automatically captures the onscreen action.

## Planning an Adobe Captivate project

You can start recording Adobe Captivate projects right away by using the default settings, but some planning and customizing may be helpful before you begin.

- Consider what you want your audience to learn by viewing your project. Defining this goal allows you to create a comprehensive plan for success.
- On paper, create a storyboard and script. Storyboards are rough sketches that show the content of each slide in your project. The script can be for spoken narration or onscreen text.
- In Captivate, record a rough version of your project that can act as a storyboard. Add some blank slides where appropriate, and then publish the project as handouts. You can include from one to nine slides per page and add blank lines for notes.

When planning projects, consider adding the following elements:

- Title page
- Credits page
- Copyright page
- Opening/closing graphic or splash screen
- Sound, including narration, music, or sound effects
- Images
- Animated text
- Interactive boxes
- Quizzes
- Table of Contents

To record a software simulation:

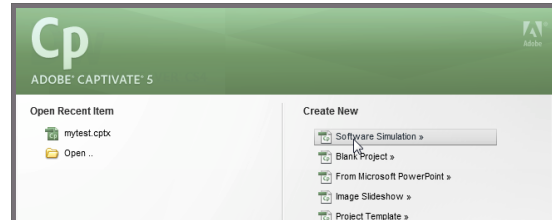
1. Start the application you want to record.
2. Start Adobe Captivate.
3. On the Start page, click Software Simulation (**Figure 1**).

You can record a screen area that you specify or an open application (**Figure 2**). If you choose to record a screen area, you can select from several preset dimensions, enter your own dimensions or record full screen.

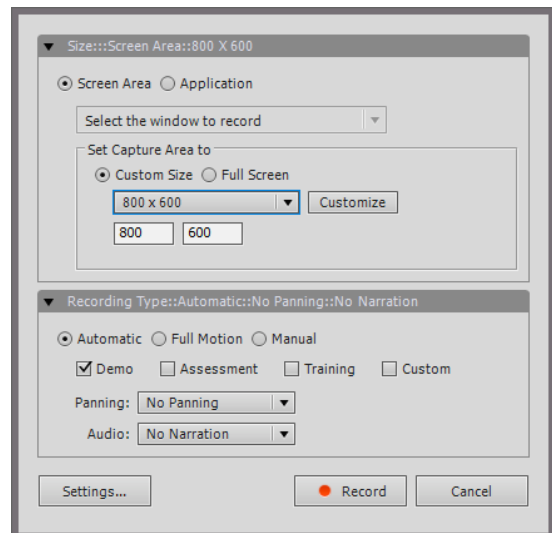
4. In the top pane, click Application.
5. Open the Select The Window To Record pop-up menu and select the application you want to record (**Figure 3**).

You can snap (constrain) the recording area to the active application window, the application region, or a custom size that you specify (**Figure 4**).

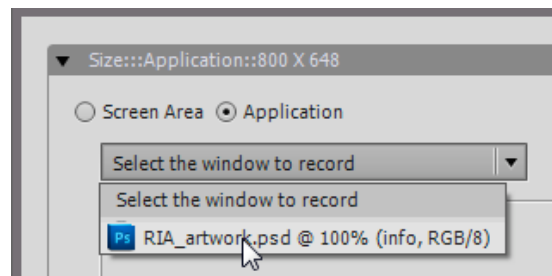
- **Custom Size** allows you to enter an exact height and width for the recording area.
- **Application Window** automatically snaps the recording area to the boundary of the selected application window. The entire window will be recorded.
- **Application Region** allows you to point and click on a region within the selected application window, such as a video panel or frame.



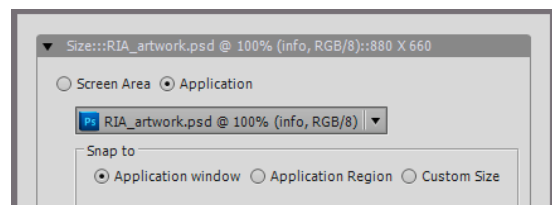
**Figure 1** Start page



**Figure 2** Software simulation recording options



**Figure 3** Select Application pop-up menu



**Figure 4** Select the screen area to record

6. Select the Application Window option.

The recording rectangle, indicated by a red outline, adjusts to fit the application window size (Figure 5).

Three recording types are available in the lower pane (Figure 6). You can start recording in the selected recording type, select a different recording type, or cancel the recording. The three recording types include:

- **Automatic** captures screen shots automatically and places them on separate slides. Mouse clicks and key strokes are the common triggers for capturing screen shots.
- **Full Motion** recording creates a non editable quick recording of all screen actions.
- **Manual** recording captures screens only when you press Print Screen (Windows) or Command+F6 (Mac OS). Use this for recording a few screens only.

7. Select the Automatic recording type.

The options for automatic recording appear (Figure 6). You can select one or more automatic recording modes. These include:

- **Demo** automatically includes captions, mouse movement, and highlight boxes. It also adds the text you type during recording. Use the demo recording type when you want to demonstrate a procedure or feature.
- **Assessment** automatically includes click boxes with a failure caption and text-entry boxes for text fields with a failure caption. Captions and mouse movements are not included.
- **Training** automatically includes click boxes with hint and failure captions and text-entry boxes for text fields with a failure caption in the auto-recorded project. Use the training recording type when you want the user to try the procedure during the movie.
- **Custom** automatically adds objects such as captions, mouse movements, highlight boxes, click boxes, and text-entry boxes. Use the custom recording type when working on a project where you need a mix of features available in the other types.

**Note:** If you select more than one recording option, such as Demonstration and Training, Adobe Captivate creates two separate files.

Select a panning mode if you want the recording window to follow your movements across the screen. If you are adding commentary during recording, select the type of audio input.

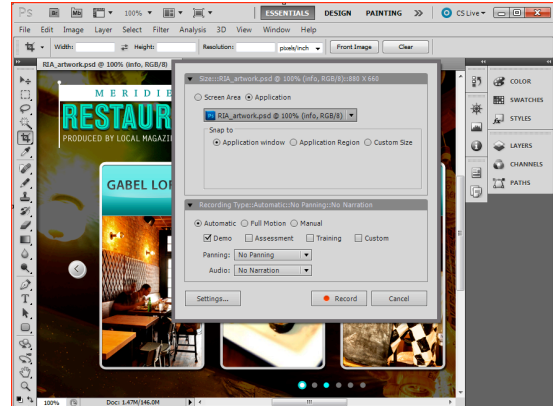


Figure 5 Red outline around recording area

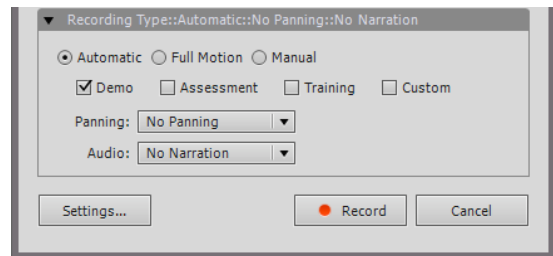


Figure 6 Automatic recording options

8. Click the Record button.

After a short countdown, Adobe Captivate records your onscreen actions.

9. Perform the task or onscreen actions according to your planned storyboard.

Adobe Captivate captures a screen shot every time you perform an action, such as selecting a menu or clicking a button. If you have sound enabled on your computer, you will hear a camera shutter sound when screen shots are captured.

To capture additional screen shots manually, press Print Screen (Windows) or Command+F6 (Mac OS) at any time. This can be helpful if Adobe Captivate misses a subtle screen change, such as a rollover or submenu.

10. When you finish recording, press the End key.

By default, the project opens in the Classic workspace (**Figure 7**). The slides you captured appear in the Filmstrip panel on the left. The selected slide appears in the center, the Properties and Library panels appear on the right, and the Timeline appears below the selected slide.

**Note:** If your project does not open in the Classic workspace, click Window in the main menu, click Workspace, and then choose Classic.

11. To save the project, click File in the main menu, and then click Save.

The Save dialog box appears.

12. Enter a name for the project, browse to select a location to save the project, and click Save.

13. To preview the project, click the Preview button, and click In Web Browser (**Figure 8**).

The project opens and plays in your default web browser.

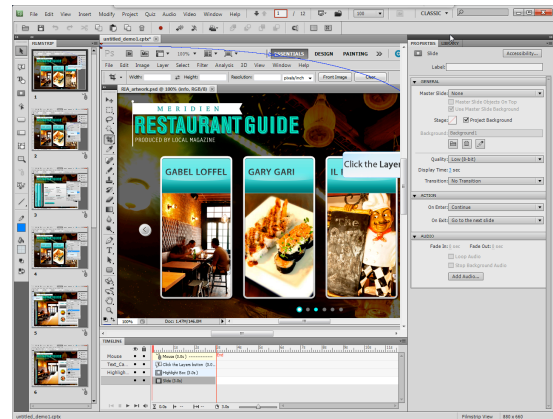


Figure 7 Classic workspace

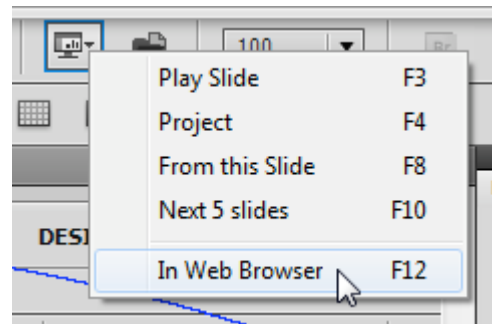


Figure 8 Preview menu

## Publishing your Adobe Captivate Project

You can publish your Adobe Captivate project in several ways:

- As a Flash (SWF) file, including placing the SWF in a PDF document
- To a Connect Pro server
- As a Windows executable file (EXE) or a Mac executable file (APP)
- As a Flash video file (F4V)
- As an e-mail attachment (SWF)
- To the web by using FTP
- In print format (Microsoft Word file)

To publish your project as a SWF file and PDF document:

1. Open your Adobe Captivate project. If you make any changes, save them before publishing.
2. Click the Publish button on the Main toolbar (Figure 9).



Figure 9 Publish button

The Publish dialog box appears (Figure 10).

3. Click Flash (SWF).
4. Enter a project title for the published file.
5. Click Browse and select a location for the published project files. To place all published files in a new folder, select the Publish To Folder check box. All project files will be created at this location.

When publishing the SWF, you can choose to export a ZIP or PDF document. Exporting a PDF creates a self-running PDF document.

You can also generate an HTML file for playing the SWF file in a web browser and Auto Run files for distributing the project on a CD. If you plan to view the project in a web browser, be sure to select the HTML check box.

6. Select the Export PDF check box.
7. Click Publish.
8. If a message appears reminding you that Acrobat 9 is required to view the project, click OK to dismiss the message.

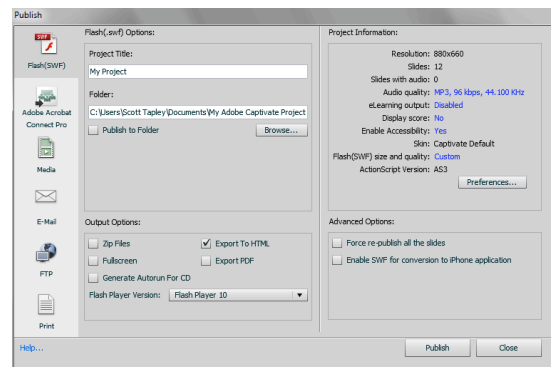
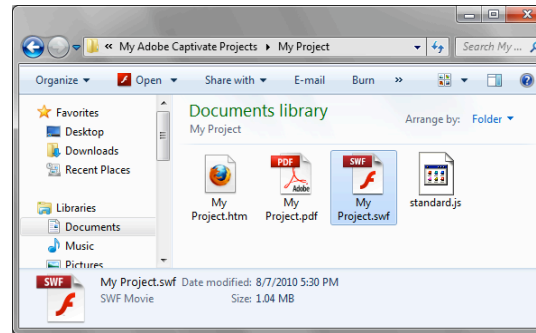


Figure 10 Publish dialog box

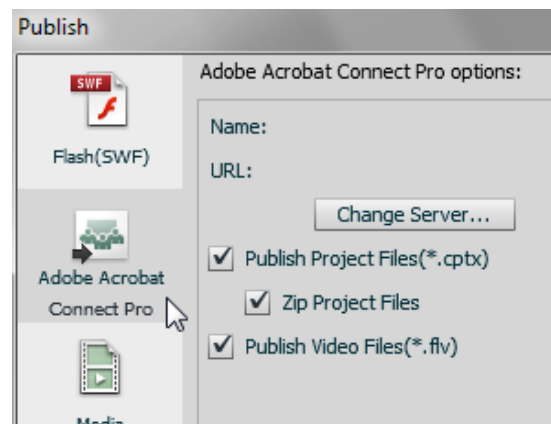
9. If prompted to create a new folder for the published project files, click Yes.
10. When prompted to view the output files, click Yes.  
The project opens and plays the SWF document in your default web browser.
11. Open the folder you selected for publishing.  
This folder contains the SWF file along with any other files you exported, such as the PDF document (**Figure 11**).
12. Double-click the PDF document to open it.  
The Adobe Captivate movie plays in the PDF. You must have Adobe Acrobat or Adobe Reader version 9.0 or later installed to view the PDF created by Adobe Captivate.

To publish your project to Adobe Acrobat Connect Pro:

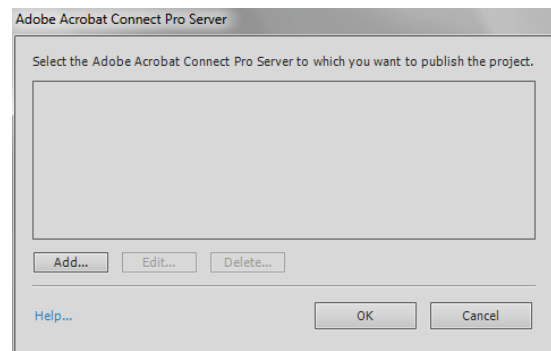
1. Open your Adobe Captivate project.
2. Click the Publish button on the Main toolbar.  
The Publish dialog box appears.
3. Click Adobe Acrobat Connect Pro (**Figure 12**).  
You need to know the web address (URL) of your Connect Pro server. Your Connect pro administrator can provide this.
4. Click Change Server.  
The Adobe Acrobat Connect Pro Server dialog box appears (**Figure 13**).



**Figure 11** Published documents



**Figure 12** Publishing to Adobe Acrobat Connect Pro



**Figure 13** Adobe Acrobat Connect Pro Server dialog box

5. Click Add.
6. Enter the name and URL of your Connect Pro server, and click OK.
7. Click OK to close the Adobe Acrobat Connect Pro Server dialog box.
8. Click Publish.
9. Log in to Connect Pro.
10. Navigate to the folder where you want to publish the project, and click Publish To This Folder (Figure 15).
11. Enter a title and summary information, and then click Next (Figure 16).
12. If you are presented with an option to change the document view settings, click Next to accept the same settings as the parent folder.

A message appears when the upload is complete (Figure 17).

13. Click OK.
14. Click OK to close the Adobe Captivate publish window.

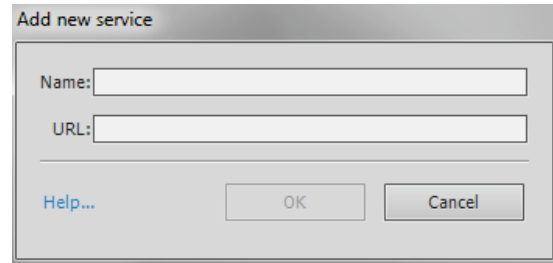


Figure 14 Add New Service dialog box

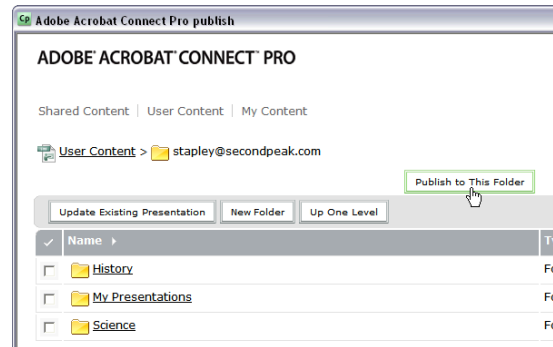


Figure 15 Publish To This Folder button

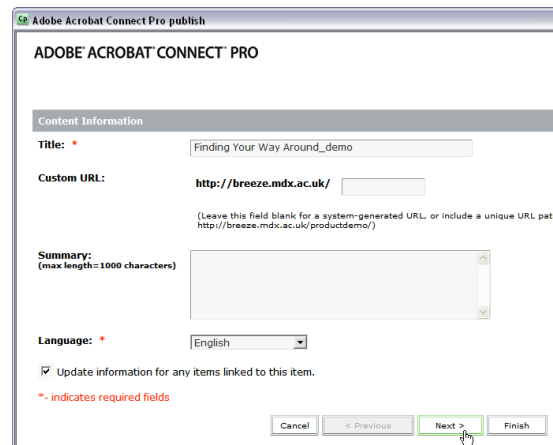


Figure 16 Content Information

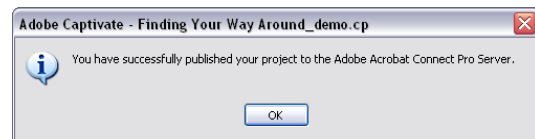


Figure 17 Publish confirmation message