**Computer Graphics**
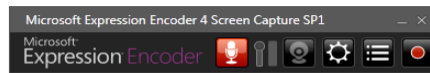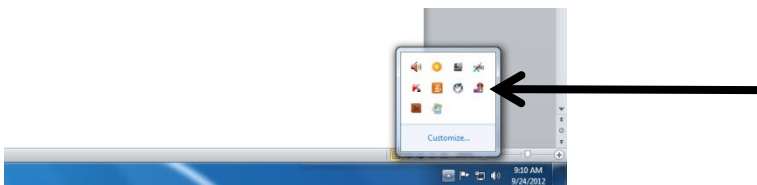Ms. Cone


**Instructions for using Microsoft Expression Encoder 4 Screen Capture for Photoshop**

1. Start the process by being on the site or application you want to record.

2. Open the program by typing 'screen record' in the start bar and clicking on Microsoft Expression Encoder 4 Screen Capture.

3. Once open, the program will look like this:

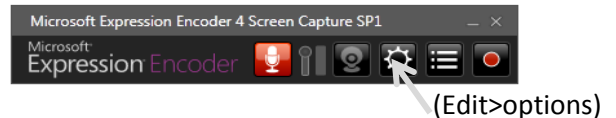4. It may minimize itself to the task bar- if so look for it here:

5. Go to the capture manager (left of record button) and browse to choose the file destination as your hard drive folder.

(Capture Manager)

6. Go to edit>options (left of the capture manager) and make the following 2 changes:

-In the screen menu tab: Frame speed- recommend 15
-In the audio menu tab: don't need to check speaker unless you need sound
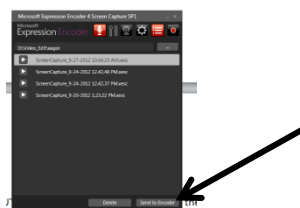
(Edit>options)

7. Now- go back to the internet site or page you are recording and bring up your recorder controls so you have both the page you want to record and the recorder controls open. (move the recorder box out of the area you want to record).

8. Press 'record' and pull cursor to surround the area of the screen you wish to record with the red box. 'Left Click' to set.
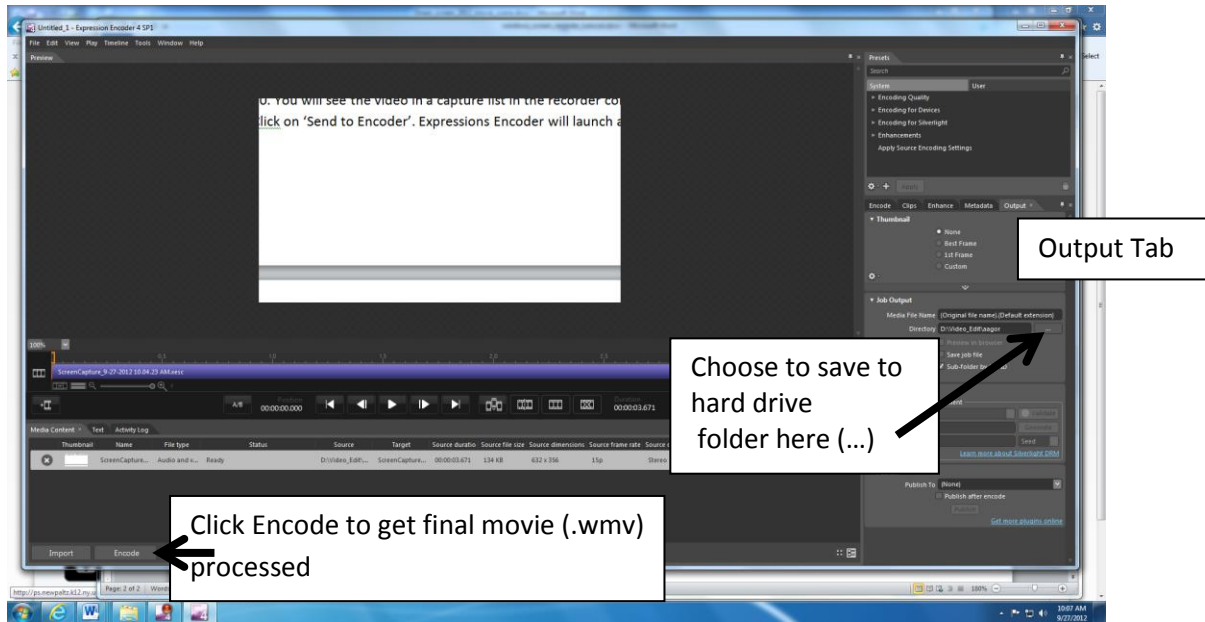
9. Click on record again. Wait for the 3,2,1 countdown and then press play (or start doing whatever you want to record). Now it is recording. When you are done recording- press the stop button on the recorder controls

10. Once you stop recording, you will see the video in a capture list. (as pictured below)-Select that clip (or multiple clips), and click on 'Send to Encoder'. Expressions Encoder will launch and open with your video in the timeline.

**ONCE IN THE ENCODER: (see graphic below)**

1. Find the tab for OUTPUT. (see graphic below) and click on the browse icon (see graphic below). Direct this save to your class folder (or hard drive). It should show that location in the directory now. DO NOT CHANGE THE MEDIA FILE NAME.

2. Now, click on 'Encode' (see graphic) and it will process a .wmv to your save location. (It will be buried in a folder with a long file name)



3. Find the wmv file and play it to ensure your footage is there. Your .wmv file will be inside of a folder which is named with a string of numbers (it's your computer number and the date). Find your .wmv inside of that folder, and play it. If it did not work, please try this process again and closer attention to the details in the instructions before calling me for help.

4. **Once you have successfully encoded a .wmv**, you will have to open the program Adobe Premiere to export the .wmv in a format that Photoshop can import. Click 'Browse' from the start screen in Premiere to save the Premiere project to your class folder. Title the project and then the sequence.

4. Import the .wmv you encoded into your Premiere project and drag it to the timeline. Trim as needed.

5. Go to:  File> Export> Media. Choose the format of AVI. Click on yellow text>output name

6. And then choose your class folder (or the hard drive) for the location. Change the video file name if you want.

*Normally when working with Premiere- it is best practice to save to the hard drive.