

# Jing

<http://www.techsmith.com/jing>

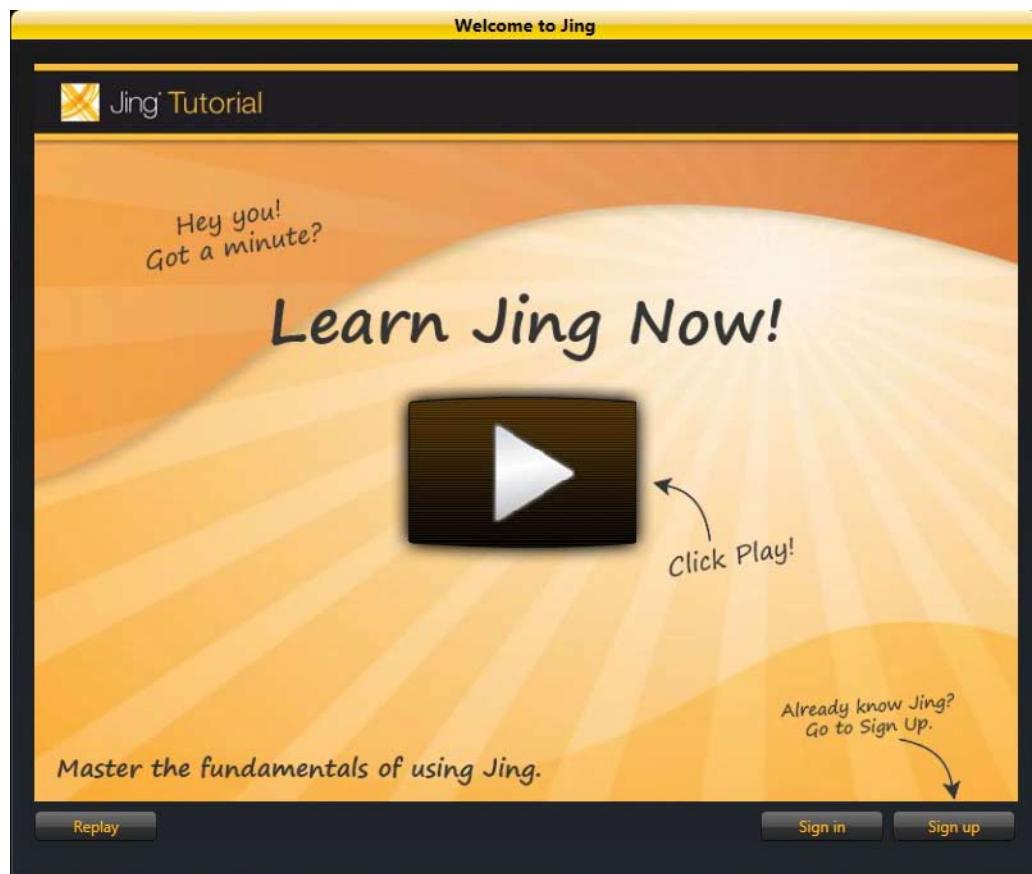
Used for screen capturing images and screen recording video.



## What is Jing?

Jing is a free screen capturing and screen recording program made by the same company that produces the Camtasia Studio screen recording software. Jing was originally introduced in the Summer of 2007.

This program allows you to create basic screen recordings (lasting up to 5 minutes) with the option of uploading those recordings to your own private server space (on a service called Screencast.com), or upload to your own web server or save to your desktop/computer hard drive for later sharing/uploading.



Using Jing you can create basic demonstrations or tutorials of anything you can show on your computer's desktop/screen.

We currently have Jing installed on all of the computers in the Mock Classroom (SCB 2403) and several computers in the IDC (SCB 2401) open lab area.

To learn more about Jing you can watch the introduction video by clicking the large play button on the screen (shown at left).

## Creating a Jing/Screencast.com Account

The first time you load the Jing application you will be prompted to Sign up for a Screencast.com Account. Click on Sign up (shown above to the right). A basic Jing account is free. With it you get access to 2 GB of storage space on Screencast.com and the use of the free Jing program.

To register type your Email, a Display name, a Password and choose your Country. Then click Create. The Jing application will load as a Sun shaped symbol at the top center of the desktop screen. You can move this around to a new location by clicking and dragging the Sun symbol to a new spot.

Welcome to Jing

Sign up and start sharing your captures online

Create new account [Why?](#)

Email

Display name

Password

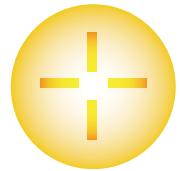
Country

Use an existing account

I want to help make Jing better [More details...](#)

# Jing

<http://www.techsmith.com/jing>

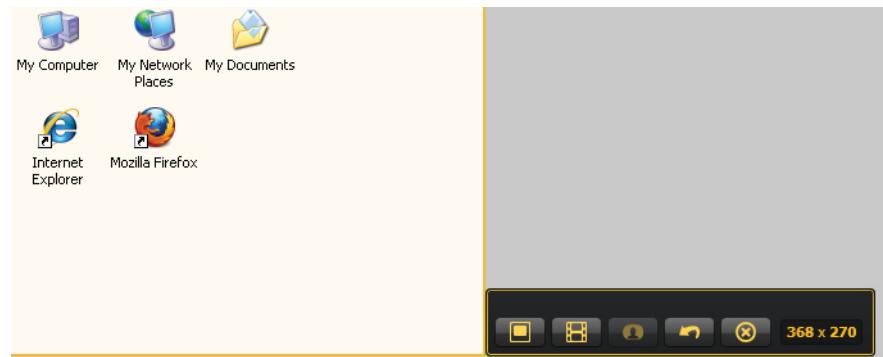
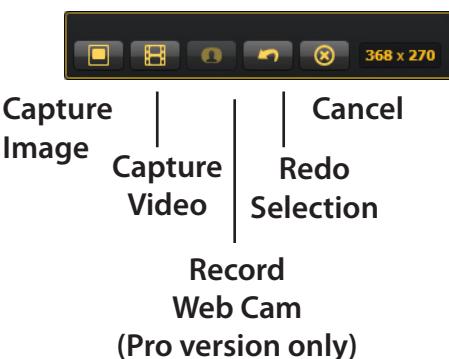


## Screen Capturing Still Images

To capture still images for use in handouts or web pages roll over the Jing Sun symbol and click on Capture. You will see an orange line running vertically and an orange line running horizontally. You can drag the mouse to set the size of the image capture you want or simply click down on the mouse button to capture an image of the desktop area.



After clicking or dragging and clicking an area you want to capture you will be presented with a few options. You can choose to capture a still image of the area you chose (which will save an a .PNG image), capture a video of that chosen area, record a web cam (if you are using the Pro level of Jing- a paid subscription), redo your selection area or cancel the capture.



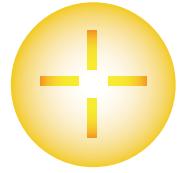
## Editing Screen Captured Still Images

After capturing an image you will see a screen like the one at right. There are a few tools to choose from to add items to your screen capture described below. To edit your image further you would need to save the image from Jing (shown on the next page) and then use an image editing program such as Adobe Photoshop to resize, change the resolution or do more advanced image editing.



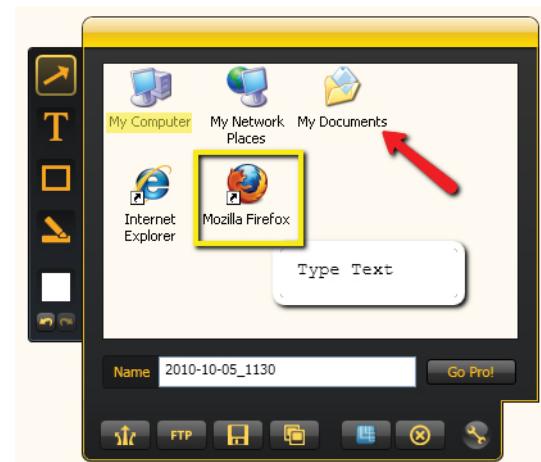
- Add Arrow(s) to your screen capture
- Add Text
- Add Rectangle(s) to emphasize an area
- Add Highlighted area(s)
- Change the color of the 4 objects above
- undo and redo

2



## Saving Screen Capturing Still Images

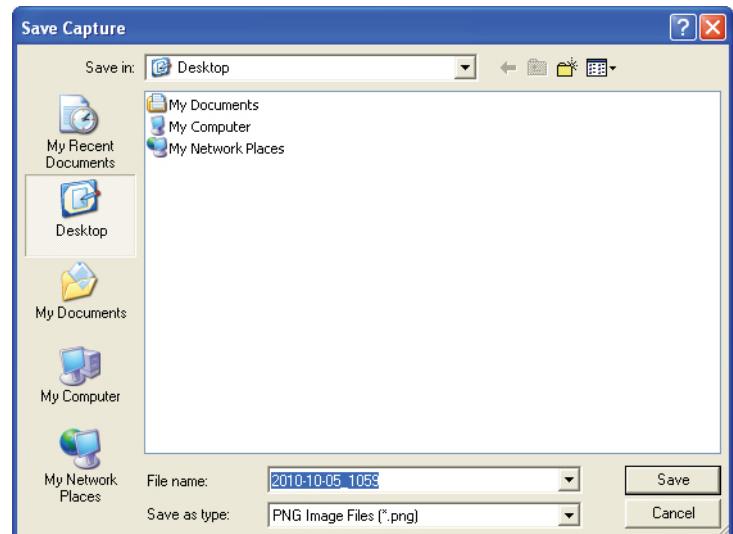
After adding any additions arrows, highlighted areas, text or rectangles still images in Jing can be uploaded to the screencast.com service, uploaded to your own web server using FTP (File Transfer Protocol), Save the image to your computer's hard drive, copy the image to a operating system's Clipboard (similar to copying and pasting text) which allows you to paste the image into a program such as Microsoft Word, Edit the image in a Tech Smith program called SnagIt or Cancel the Screen Capture. You can also give your still image a name (defaults to the date you took the image) or you can customize the buttons on this screen. Customize allows you to set up the screencast.com, FTP, Save, and Clipboard options.



## Saving Screen Capturing Still Images to Your Computer

Clicking on the Save button will display the Save Capture screen (shown at right) where you can choose a location to save your screen capture to and give it a name (if you didn't name your image in the instructions above). Then you can click Save and your image will save as a .PNG file (portable network graphics file... a file type similar to JPEG).

From here the image could be added to handouts, uploaded and added to a web page or emailed to a colleague.

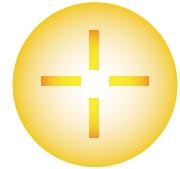


## Capturing Whole Screenshots

On a Windows computer you can take whole screenshots of your screen without having Jing installed by pressing the Print Screen key on the keyboard. This will place the image in the Clipboard allowing you to paste the image into a program like Microsoft Word or Adobe Photoshop.

# Jing

<http://www.techsmith.com/jing>

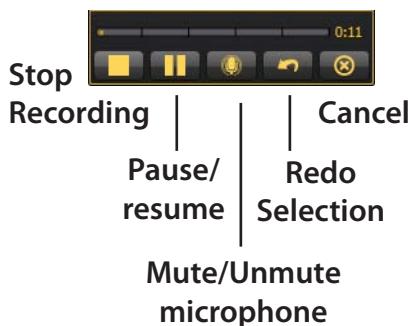


## Capturing Screen Recordings

Jing can also capture video of the computer screen to create basic 5 minute or less screen recordings for tutorials or demonstrations. Again roll over the Jing Sun symbol and click on Capture. You will see an orange line running vertically and an orange line running horizontally. You can drag the mouse to set the size of the image capture you want or simply click down on the mouse button to record the whole desktop area. After clicking or dragging and clicking an area you want to capture you will be presented with a few options. This time choose Capture Video.



The capture video button will start up the video capture. You will see the area of the screen you chose with a orange outline around it and a menu of options below. You will get a 3, 2, 1 countdown on screen and your video will start recording. Talk into your microphone (if you have one hooked up to your computer) and move through your demonstration on the screen. You can pause/resume, stop, mute the microphone, redo the screen recording area or cancel using the menu below your selected screen recording area.

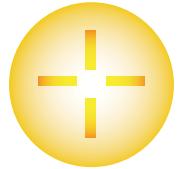


## Screen Recording Information

Jing screen recordings are a maximum of 5 minutes. These recordings save in an Adobe Flash based file type called .SWF. These .SWF files can be embedded into web pages, edited using Camtasia Studio, or uploaded to [Screencast.com](http://Screencast.com).

# Jing

<http://www.techsmith.com/jing>

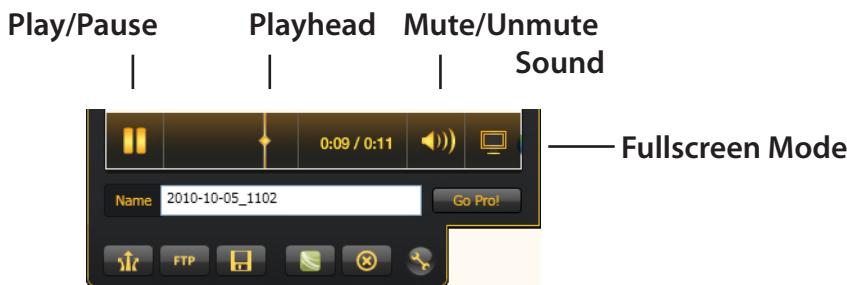


## Screen Recording Previews

After clicking the stop button and capturing a screen recording you will be presented with a preview of your recording. Click on the large play button to preview your recording.



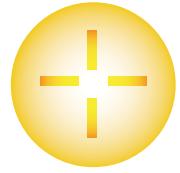
Your screen recording will playback in the window. You can pause/play, see the length (time) of the recording, mute or unmute the sound and playback in full screen mode using the buttons you see if you roll over the recording playing back (shown in the image at right and below).



After the recording is finished playing back you will see the Jing logo with options to get Jing (download the program) and Replay the recording.

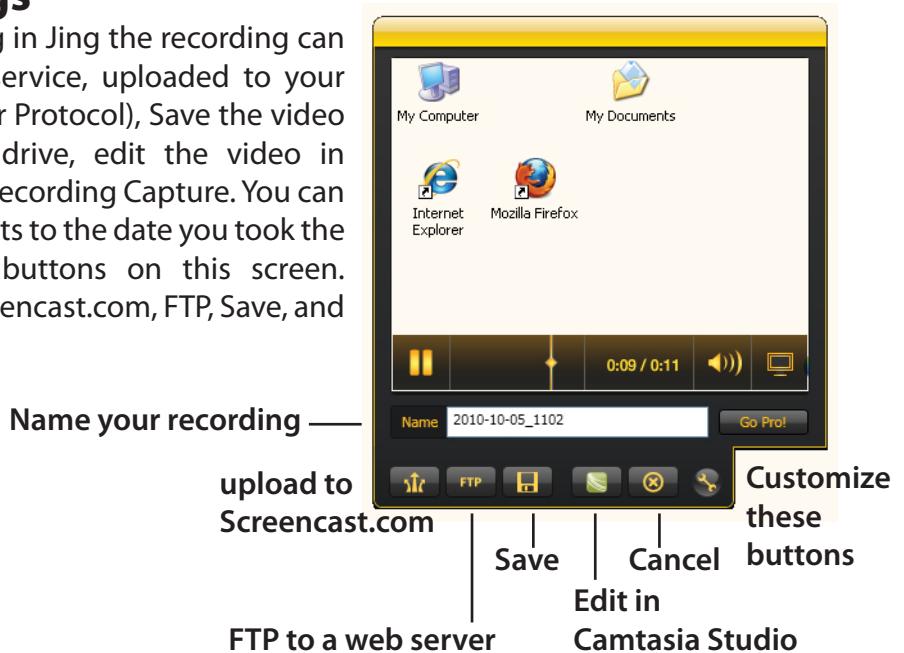
The Pro level version of Jing takes the Jing logo/advertisements off of the screen recordings beginning and ending screens.

5



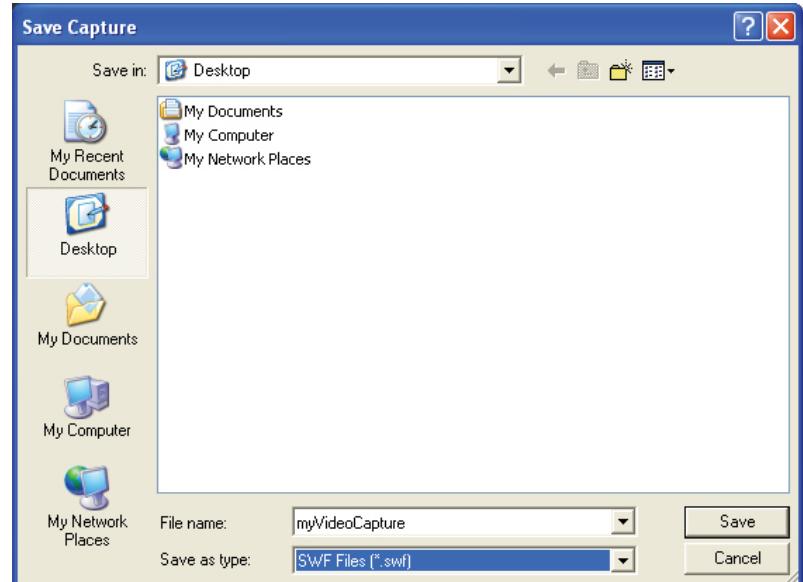
## Saving Screen Recordings

After previewing your screen recording in Jing the recording can be uploaded to the screencast.com service, uploaded to your own web server using FTP (File Transfer Protocol), Save the video recording to your computer's hard drive, edit the video in Camtasia Studio or Cancel the Screen Recording Capture. You can also give your recording a name (defaults to the date you took the image) or you can customize the buttons on this screen. Customize allows you to set up the Screencast.com, FTP, Save, and other options.



## Saving Screen Recordings to Your Computer

Clicking on the Save button will display the Save Capture screen (shown at right) where you can choose a location to save your screen capture to and give it a name (if you didn't name your image in the instructions above). Then you can click Save and your recording will save as a .SWF file (shockwave flash file). This file can be embedded into a web page using HTML embedding and object tags. Unfortunately Jing won't do this HTML embedding for you so you would need to use a program like Dreamweaver to embed the .SWF video into a web page or use the Screencast.com service and upload your videos. Screencast.com will do all of that "backend" work for you.



## Jing and Americans with Disabilities Act (ADA) Compliance

Jing recorded videos will require a transcript be made available to students and or closed captioning of the video if you are using multimedia as part of your classroom according to ADA Section 508 compliance rules. Closed captioning can be added using Camtasia Studio. Please refer to the U.S. Department of Health and Human Services web site for more information on ADA compliance issues regarding adding images, video or multimedia to your classroom at: [http://www.hhs.gov/web/policies/hhs\\_wcd\\_508checklist.html](http://www.hhs.gov/web/policies/hhs_wcd_508checklist.html)

# Jing

<http://www.techsmith.com/jing>



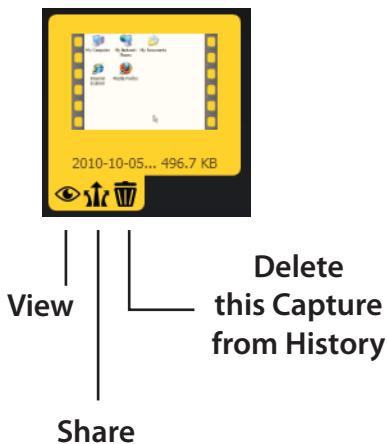
## History

Jing saves all of your captures in the History option. Clicking on History in the Sun symbol will launch the History window. This window shows you a thumbnail version of all of the captures (both images and videos) and allows you to sort them by date captured or file size, sort by both images and video or just images or just video and even view those images or videos, share them and resave them (if you have deleted them or lost them from your computer). Click on an individual thumbnail to see the options or view, share, or delete. View will take you back to the preview of the image or video as seen in the screenshot below far right. Choosing Share will resend that image or video to the original source (Screencast, FTP, Save, or Copy if it is an image). Delete will remove that image or video from the Jing History.



Rolling the mouse over a thumbnail will show you information about the file name, kind of capture (image or video), file size, date and time of capture, screen dimensions and location (screencast, FTP, Save, or Copy if it was an image)

Click the red X in the upper right to exit out of the Jing History.



# Jing

<http://www.techsmith.com/jing>



## More Options

When you click on the More option button from the Sun icon you will see a screen similar to the one at right. Here you can select from several options including:

**Finish:** takes you back out of the More options screen and allows you to continue using Jing.

**Send Feedback:** takes you to a Tech Smith web page to make suggestions or report a problem you are having.

**Preferences:** allows you to set up Jing with your own custom settings (more on this below).

**Help:** takes you to a Tech Smith web site with help topics to search through as well as videos to watch.

**Exit Jing:** quits out of the Jing application.

You can also click on Check for updates to find the latest version of Jing and install the application and a button for Going Pro. The Pro level of Jing is a subscription fee of \$14.95/year and allows to save your files in a more flexible video format (.MP4), upload video directly to YouTube and more.



## Preferences

Preferences will flip the large Jing "Sun" symbol over to show you more options for setting up Jing including:

**Default Account:** sets your screencast.com account.

**Capture Hotkey:** creates a keyboard shortcut key combination for launching the capturing options.

**Connection Settings:** allows you to set up a proxy server if you are running that type of connection.

**Share Options:** customize the buttons that appear and their settings (screencast, FTP, Save, etc.).

**Startup Options:** choose to launch Jing on computer startup and/or hide the Jing sun symbol (Jing options are still available in the Windows tray area).

**Video Format:** allows the Pro version of Jing to select between the default video file type (.SWF) or the Pro level (.MP4).

**Go Pro:** allows you to enroll in the Pro level paid subscription version of Jing.

**Enable video hotkeys:** F7 keyboard key to stop recording/F8 key to pause/resume recording.

**Audio Input:** set up your microphone options.

**Usage Data Collection:** allows you to share your usage data with Tech Smith to make Jing better.

