

# 电脑录课操作指南

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## 方法一：使用喀秋莎专业录屏软件

### 1. 下载 Camtasia Studio 6（或 8.0，9.0），并安装



The screenshot shows a Baidu search page for 'Camtasia Studio 6'. The search bar contains the text 'Camtasia Studio 6'. Below the search bar, there are navigation tabs for '网页', '资讯', '视频', '图片', '知道', '文库', '贴吧', '采购', '地图', and '更多'. The search results show approximately 4,680,000 results. The first result is titled '录屏软件\_2020免费版\_功能全面\_一键录屏' and includes a small image of a person recording. The second result is titled 'camtasia studio 6绿色版下载|录屏软件camtasia stud...-3322软件站' and includes a small image of a person recording. The third result is titled 'Camtasia Studio 6汉化版下载|Camtasia Studio(屏幕录制及视频编...' and includes a small image of a person recording. The search results are displayed in a list format with titles, descriptions, and links.

### 2. 运行软件，选择录制



The screenshot shows the Camtasia Studio software interface. The title bar reads 'Camtasia Studio - 无标题.camproj'. The menu bar includes '文件(F)', '编辑(E)', '查看(V)', '播放(P)', '工具(T)', and '帮助(H)'. The toolbar contains various icons for file operations and playback. The main window is divided into two panes: '任务列表' (Task List) on the left and '剪辑箱' (Edit Bin) on the right. In the '任务列表' pane, there are two items: '录制屏幕' (Record Screen) and '录制 PowerPoint' (Record PowerPoint). The '录制屏幕' item is highlighted with a red box. Below the task list, there is a '添加' (Add) section with options like '导入媒体...' (Import Media...), '标题剪辑...' (Caption Edit...), '语音旁白...' (Voiceover...), and '录制摄像头...' (Record Webcam...). The '剪辑箱' pane is currently empty.

3. 调整麦克风设置，说几句话，蓝色的横条会动代表麦克风正常



4. 根据需求点击全屏幕或自定义，选择录制按钮“rec”，屏幕中间开始倒计时



5. 按 F10 录制完成，选择编辑



6. 播放至不用的部分，选择“剪辑”，鼠标选中不要的片断，选择键盘的“delete”键



7.操作完成，选择菜单栏的“生成视频为”，选择下一步。



## 方法二：使用 office 自动录制功能录制

运行 powerpoint，打开课件，选择幻灯片放映中的“录制”，具体方法略

