MADCAP MIMIC 8.2

Getting Started

THIS PDF WAS CREATED USING MADCAP FLARE.

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CHAPTER 6

APPENDIX

Introduction

Welcome to MadCap Mimic—a cutting edge software simulation tool that lets you create instructional movies easily and quickly, all without needing to have any programming knowledge whatsoever. Using Mimic, you can generate output in Web-based and print-based outputs.

Mimic is part of MadCap Software's integrated suite of native XML, multi-channel authoring software. Like the other products in this suite, Mimic is a flexible, open-architecture application that produces XML files with Unicode support for left-to-right (LTR) as well as right-to-left (RTL) languages.

This chapter discusses the following:

▌Process

Following is the process for creating movies in Mimic:

1. **(Optional) Create a Movie Collection** Follow this step if you want to create a collection of related movies. If you want to create a standalone movie, you can skip this step. See "Creating a Movie Collection" on page 8.

2. **Create a Movie** This can be done by recording your actions on screen, creating a movie with a blank frame, basing a new movie on a still image that you capture, creating a movie from a media file, or importing a Microsoft PowerPoint presentation. See "Recording Movies" on page 10.

3. **Edit a Movie** This includes tasks such as adding shapes, buttons, text, actions, effects, and audio. See "Editing a Movie" on page 18.

4. **Build Movie Output** You can generate output using HTML5 and Adobe PDF. See "Building Movie Output" on page 19.

5. **Distribute Output** Let end users access your movie output. This includes a feature for automatically publishing (i.e., copying) output files to a location you choose, as well as the option of uploading videos to YouTube or Vimeo. See "Distributing Output" on page 24.

▎Additional Help

You can use any of the following resources for additional help not provided in this manual.

Knowledge Base

You can browse the online Knowledge Base for articles covering common support issues.

http://kb.madcapsoftware.com/

Peer-to-Peer Online Forums

You can visit the online forums to learn from other users or share your own expertise.

http://forums.madcapsoftware.com/

Contact Mimic Support

You can contact the Mimic support team and get answers to your specific support issues.

http://madcapsoftware.com/support/

Creating a Movie Collection

A collection is a way to combine two or more individual movies into a group of related, linked movies. You might find this useful, for example, if you are creating a video tutorial for your users and want one lesson (i.e., movie) to smoothly lead into the next.

▌How to Create a Movie Collection

1. Select **Collection > New Collection**.

2. In the **Collection name** field, type an appropriate name for the collection.

3. By default, a path to the Documents\My Mimic Movies folder on your hard drive is entered in the Collection folder field. If you want the collection files to be stored in a folder other than the default, click ▦. Then navigate to the folder, select it, and click **OK**.

4. Click **Next**.

5. Select the language to use for spell checking and click **Next**.

6. In the **Template Folders** area, select one of the folders. By default, there are two template folders (Factory Templates and My Templates). The Factory Templates folder already contains some pre-designed templates for you. The My Templates folder can be used to store and open your own custom templates.

7. In the **Templates** area on the right, select a template, which is simply a collection containing initial settings for you. For more information see the online Help.

8. Click **Finish**. The movie collection opens in the Collection Editor.

CHAPTER 3

Recording Movies

One of the ways to create a movie in Mimic is to simulate (record) your actions in a specified application or area, creating a movie with multiple frames. The following steps show you how to do this. For information on the other methods for creating movies, see the online Help or the Mimic *Movie Creation Guide*.

How to Record a Movie

1. Prepare your screen or workspace for recording. This includes opening the application window(s) that you want to record and/or arranging your desktop exactly as needed.

2. (Optional) If you want the movie to be part of a collection, create the movie collection in Mimic and make sure it is open (see "Creating a Movie Collection" on page 8). If you do not open a collection, a standalone movie will be created after you record it.

3. Select **Movie > Record**.

   Mimic minimizes and a rectangle with a red border appears on your screen, along with a task bar.
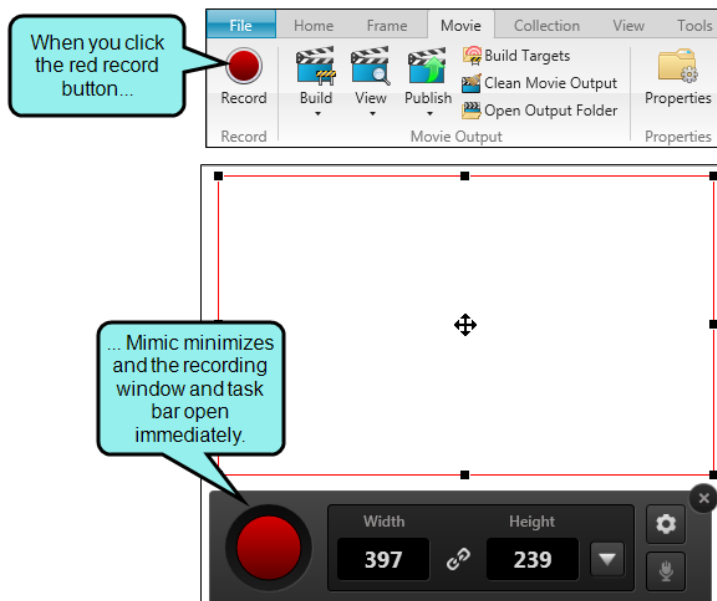
4. (Optional) Rearrange the recording area. You can use several methods and features to do this.

    DRAG EDGE

    You can resize the recording area manually by clicking any of the handles (small squares) around the edge of the rectangle and dragging them to resize the width and/or height.

    MOVE ENTIRE RECORDING AREA

    You can move the entire recording area by clicking the size-all icon in the center of the area ✛ and dragging the area to a new location on your screen.

    TYPE WIDTH OR HEIGHT

    You can click in the number fields in the task bar to manually change the width and/or height of the recording window in pixels.

    MAINTAIN ASPECT RATIO

    You can click the chain button in the task bar to maintain the aspect ratio when you change the width or height of the recording area.

    When this feature is disabled, the button displays as an *broken chain* image. If you then change one dimension of the capture window, the other dimension *will not* be resized automatically. For example, if you drag the window border to the left (to increase the width), the height will remain the same size.

    When this feature is enabled, the button displays as a *chain* image. If you then change one dimension of the recording window, the other side *will* be resized automatically. For example, if you drag the window border to the left (to increase the width), the height will be resized accordingly.

    CHOOSE PRE-SET SIZE

    You can click the drop-down in the task bar and choose one of the pre-set window sizes.

SNAP/MOVE INTO RECTANGLE

If you have a particular application or window open, and you want to capture it, you can choose an option to snap the recording window around that element, or you can choose to move the element into your recording window. When you use one of these options, the Select Window dialog opens. You can then choose any of the applications or windows that you have open.

> 🗒 **NOTE** If you are using a newer operating system, you may need to enable window-based recording optimization. For more information, see the online Help.

5. (Optional) To capture narration during the recording session, click the microphone button on the task bar to enable your microphone. You can click the button again to disable the microphone. You can also use the Recording Options dialog to select a specific audio input source (see the next step).

6. (Optional) You can click ⚙ on the task bar and choose various settings for the recording session.

   Select the appropriate options, as described below. When you are finished, click **OK**.

   ▪ **Recording Mode** You can select a specific recording mode to determine what happens when you record the movie.

      • **Automatic** Select this if you want Mimic to automatically capture images as you perform actions in the recording area. If you perform a dragging action in this recording mode, a single full-motion video (FMV) frame is created at that spot in the movie to capture that action.

        FMV may also used whenever you perform a typing action, depending on whether you select the **Add typing box shapes** (see below).

> 📝 **NOTE** The automatic recording mode may not capture all of the changes happening on your screen. You can press the **PRINT SCREEN** key on your keyboard to manually create additional frames while recording.

- **Manual** Select this if you do not want Mimic to automatically capture the images. Instead, you must press the **PRINT SCREEN** key on your keyboard whenever you want a new image to be captured during a recording session.

- **Video** Select this if you want to record FMV in a single frame. For example, you might use this option if you have an actual video running on your desktop and you want to capture its action.

- **Audio Input Source** You can select an audio input source and record narration while creating a movie. This lets you create audio that is perfectly in sync with a movie, rather than adding sound to the movie afterward. Mimic automatically includes in the drop-down the audio input sources that are available on your computer. Depending on the type of input source, you may need to attach a microphone to your computer. Then, as you record a movie, you can speak into the computer or microphone and this audio is automatically added to the movie frames.

> 📝 **NOTE** If you are recording a new movie, one audio file will be created for the entire movie. If you are recording new frames for an existing movie, one audio file will be created for just those frames.

- **Show magnifier when selecting record region** When you record a region, a large square displays on your screen, showing a close-up of the area where your cursor is located. This helps you to more accurately select a specific area of the screen to record. You can deselect this option if you do not want to see the magnifier.

- **Play sound effects** When you record a movie, sounds are made when you perform actions (e.g., clicking). If necessary, you can disable or re-enable the sounds for movie recordings by clicking this check box.

- **Add callouts** When you record a movie, bubble callouts are automatically added to areas where you click. You can use these callouts in your movie to provide information or instructions at each location where you clicked. However, by clicking this check box, you can exclude the automatic addition of these callouts from movie recordings.

- **Record cursor movements** When you record a movie, Mimic automatically captures your mouse movements. In your movie frames, this is reflected by the addition of a cursor with a keyframe to show its path. The cursor object is indicated by a Cursor row in the Timeline's Frame View. The movement of the cursor is indicated by a Position row directly beneath the Cursor row. When the movie is generated and played, the cursor moves just as you moved it when creating the movie. However, by clicking this check box, you can exclude the automatic addition of these cursor movements from movie recordings.

- **Add typing box shapes** If you select this option, Mimic inserts a typing box object when you type during a recording session. If you disable this option and type during a recording session, the frame in question becomes an FMV frame.

- **Optimize record region** If you are using a newer operating system (e.g., Microsoft Windows 10 or higher), you may find that windows are cut off when using the "Snap to Window" or "Move Window into Rectangle" recording options. This can be remedied the Optimize record region feature. This feature is only recommended if you are using a newer operating system. Enabling this feature while using an earlier operating system may cause issues when recording..

- **Callout Style: Pick Style** This opens the Select Shape Style dialog, where you can choose the style for bubble callouts if they are automatically added when you record a movie. You can select a factory style or select a style from any of your palettes.

- **Cursor Style: Pick Style** This opens the Select Shape Style dialog, where you can choose the style for cursor shapes if they are automatically added when you record a movie. You can select a factory style or select a style from any of your palettes.

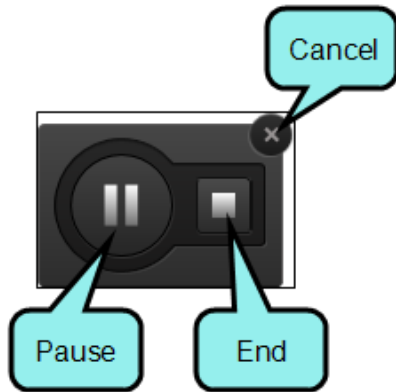7. Click the red record button on the task bar.

   You will see a countdown—3, 2, 1—before the recording session begins.

8. After the countdown finishes, perform the actions that you want to record.

9. You can use the task bar or the keyboard shortcuts to end, pause, or cancel the recording.

    ### TASK BAR

    The task bar is located near the recording area.

    ### KEYBOARD SHORTCUTS

    Here are the keyboard shortcuts available.

    - **END** Stop recording
    - **SHIFT+END** Abort (movie recording is canceled)
    - **PAUSE** Stop recording
    - **SHIFT+PAUSE** Pause recording
    - **PRINT SCREEN** New frames (when recording in manual mode)

10. If you recorded a movie for a collection, enter a file name for the movie in the Accept Recorded Movie dialog and click **OK**.

    If you recorded a standalone movie, navigate in the dialog to a location to store the movie, in the **File name** field type a name for the movie, and click **Save**.

    The movie is loaded into Mimic.

If the movie was added to a collection, a rectangle containing the movie name and a small image of the first movie frame is displayed in the Movies window pane (by default on the left side of the workspace).

The first frame (full size) is displayed in the Frame Editor (by default in the middle of the workspace).

All frames of the movie are displayed (in order) in the Frames window pane (by default on the right side of the workspace).

> **⊘ TIP** If you are re-recording a movie that you've previously finished, you might find it helpful to build the output of the old movie in Adobe PDF format before you begin. That way, you can print the frames and text of the old movie and refer to it when recording the new movie.

> **⬜ NOTE** You can also record new frames, inserting them into an existing movie. For more information see the online Help.

Editing a Movie

After you create a movie, you will likely want to make modifications before it is considered finished. This can mean anything from adjusting movie frames and objects (e.g., buttons, cursors) to adding audio or slide transitions. Following are some of the many ways that you can modify a movie. For more information about each, please refer to the online Help or the Mimic *Movie Editing Guide*.

Building Movie Output

When you are ready to build your output, use one of the following sets of steps, depending on whether you are building output for a collection, a standalone movie, or targets (i.e., multiple collections or movies at once). For more information, please refer to the online Help or the Mimic *Movie Generation Guide*.

This chapter discusses the following:

Output Types Available

Following are the output types available in Mimic. For more information about each, please see the online Help.

- **HTML5** HTML5 is a movie format that uses the <video> element instead of <object> and can be viewed on any browser that supports HTML5 content. Most newer browsers support the <video> element, including Internet Explorer 9, Firefox, Opera, Chrome, and Safari. Older browsers such as Internet Explorer 8 do not. HTML5 can also be used to generate a standalone video file to play your movies on an iPhone or upload them to YouTube or Vimeo.

- **PDF** Short for "Portable Document Format," PDF is an open standard format for electronic documentation exchange invented by Adobe. PDF files are used to represent a two-dimensional document in an device- and resolution-independent fixed-layout format. If you select this option, you can also click the **Page Setup** button. This opens the Page Setup dialog, which lets you choose settings such as page size, orientation, and margins.

How to Build Output for a Collection or Standalone Movie

1. Open the collection or movie.

2. (Optional) You can perform preliminary tasks related to the output, such as the following:

   - **Organize the Order of the Movies** You can include multiple movies in a Mimic collection. After you build the movie collection, you can view the output. The first movie listed in the Collection Editor plays first, followed by the other movies in order. If you create browser-based output (HTML5), similar navigation is created based on the order of the movies in the Collection Editor.

   - **Select the Default Movie Output Format** You can generate output in HTML5 or PDF formats. Using the Movie Properties dialog, you can select an output format for a standalone movie. Using the Collection Editor, you can select an output format for a collection of movies. There are two main reasons for selecting an output type in these locations: (1) It lets you edit the settings for a specific output type; and (2) It sets the default output type, which will be used if you click the Build, View, or Publish button in the Movie or Collection Ribbon. In other words, it's a way to create a shortcut. As an alternative to the shortcut, you can click the down arrow on the Build, View, or Publish button to select either output format from the menu.

   - **Select Single Files for Output (HTML5 Only)** When you build output for HTML5 movies, you can select an option to generate single output files. This option generates a single MP4 and/or WebM file, in addition to the many other browser-related files. These single MP4 and WebM files can be used to play movies in a standalone player, such as Windows Media Player or QuickTime. Single MP4 files can be used to view movies on the iPhone. You can play single MP4 or WebM files on YouTube or Vimeo.

   - **Specify HTML5 Options** If you are generating HTML5 output, there are a few options that you can set in order to affect the output. You can select the video formats to be used. These dictate which browsers will be able to display your movie(s). You can also select an option to create single video files (MP4 and WebM). Single MP4 files can be used to view movies on the iPhone.You can play single MP4 or WebM files on YouTube.

3. If working in a collection, select the **Collection** ribbon. In the **Collection Output** section, do one of the following:

    ▪ Click the **Build** button to generate the output type that is selected as the default.

    ▪ Click the down arrow on the **Build** button and from the drop-down menu, select one of the output types.

4. If working in a standalone movie, select the **Movie** ribbon. In the **Movie Output** section, do one of the following:

    ▪ Click the **Build** button to generate the output type that is selected as the default.

    ▪ Click the down arrow on the **Build** button and from the drop-down menu, select one of the output types.

5. After the output files finish generating, a message asks if you want to view the output. Click either **Yes** or **No**. If you select Yes, the generated movie collection opens.

How to Build Output for Targets (Multiple Collections or Movies)

1. Open the Mimic collection or standalone movie.

2. If you have not done so already, create the target(s) to be used with your collection or standalone movie. For more information see the online Help.

3. (Optional) If you are working in a collection, you can organize the order of the movies. For more information see the online Help.

4. Select **Movie > Build Targets**.

   The Build Targets dialog opens.

5. Make sure a check mark is next to each target that you want to build.

6. Click **Build**.

7. After the output files finish generating, you can click **Open Output Folder** to open the window where the output files are located. Otherwise, you can click **Close**.

What's Noteworthy?

NOTE When you build movies, Mimic creates output files and copies them to the Output folder where your movie or collection is stored.

Distributing Output

After you have finished building movie output, you are ready to distribute the output to your end users. How you distribute the output to your users depends on what you are trying to accomplish.

Following are steps for placing the output in a specific location (e.g., website, folder), as well as for incorporating your collection or movies into a MadCap Flare Help system. As an alternative to these steps, you can upload non-interactive output to YouTube or Vimeo.

This chapter discusses the following:

▌How to Place Mimic Output in a Folder or on a Website

If you plan to upload your output files to a location such as a website, you should generate HTML5.

1. Do one of the following:

   - **Publish the Output Files Automatically** For steps, see "Publishing Output" on page 27.

   - **Copy and Paste the Output Files to the Destination Manually** To access your output files from Mimic, do one of the following:

     - Select **Collection > Open Output Folder**.

     - Select **Movie > Open Output Folder**.

     Copy and paste the "html5" folder to the required destination. If you generated single video files (MP4 and/or WebM) and want to distribute them alone, you can open the "videos" subfolder to copy them.

2. Inform your users about the location of the movie entry file, or provide a link to the appropriate entry file for the collection or standalone movie. When end users double-click the entry file or click a link to it, the movie or collection output opens. For information about all of the output files generated, including entry files, see the online Help.

How to Incorporate Mimic Output Into a MadCap Flare Help System

1. In your MadCap Flare Help project, use the Mimic movie link option to create a link from a topic, table of contents, or browse sequence. Simply point the link to the appropriate movie file (e.g., MIPRJ, MIMOV).

   > **NOTE** See the online Help provided with MadCap Flare for more specific steps about inserting Mimic movie links.

2. Generate and distribute your Flare output.

▎Publishing Output

One way to distribute your movies is to publish the output (i.e., send the movie output files to a predetermined destination).

How to Publish Movies

1. Do one of the following:

   IF YOU ARE PUBLISHING A COLLECTION

   a. Open the collection.

   b. Select the **Collection** ribbon and do one of the following:

      - Click the **Publish** button to publish the output type that is selected as the default.

      - Click the down arrow on the **Publish** button and from the drop-down menu, select one of the output types.

        The Publish Movie dialog opens.

   IF YOU ARE PUBLISHING A STANDALONE MOVIE

   a. Open the movie.

   b. Do one of the following, depending on the part of the user interface you are using:

      - **Ribbon** Select the **Movie** ribbon and do one of the following.

        - Click the face of the **Publish** button to publish the output type that is selected as the default.

        - Click the down arrow on the **Publish** button and from the drop-down menu, select one of the output types.

      - **Keyboard Shortcut** Press **CTRL+F6** on the keyboard.

The Publish Movie dialog opens.

2. In the **Type** field, select the method you want to use to publish your movie.

- **FTP (File Transfer Protocol)** Select this FTP (file transfer protocol) option if you want to publish output files to another computer over a TCP/IP network.

- **File System** Select this option if you want to publish the output to a location on your computer or to another drive on a network.

- **YouTube or Vimeo** Select one of these options if you want to publish your output to a social media channel.

3. Complete the rest of the fields in the dialog.

IF YOU ARE PUBLISHING USING FTP OR FILE SYSTEM

HOST NAME

Enter the name of the remote server or the computer where the output files will be published. If you use the FTP type, the host name will look something like this: ftp.mycompany.com. If you use the File System type, this field is disabled.

DIRECTORY

Enter the exact location where the output files will be published. If you use the FTP type, you might enter something like this:

```
public_html/VideoTutorials
```

You can also leave the default setting of "public_html" if you are publishing to the root directory on the server.

If you use the File System type, you can click to select a location. The **Directory** field will then populate automatically for you. This button is disabled if you use the FTP type.

ANONYMOUS LOGIN

Select this check box if you want to publish to the server without being required to enter a user name or password. (You may need to check with your network administrator to determine if this is allowed.) This option is disabled if you use the File System type.

LOGIN CREDENTIALS

Select this button to open the Log On As dialog. You can then enter the user name and password required for accessing the server to which you are publishing. If you do not enter the user name and password at this time, a dialog will open later when you actually publish the output, asking for the user name and password. This option is disabled if you use the File System type.

PORT

Select the port that you will use to connect to the remote server. Typically, you can obtain the port from your network administrator. This option is disabled if you use the File System type.

VIEW URL

You can enter an .http address in this field to be used for viewing the published files. This field is optional and is for your own internal purposes.

OPEN URL IN DEFAULT BROWSER

Select this button if you want to open the optional URL in your internet browser window.

UPLOAD ONLY CHANGED FILES

Select this option if you want Mimic to republish only the files that have changed. This can save significant time.

REMOVE STALE FILES

Select this option if you want Mimic to identify files that were previously published but are no longer in the files to be published. Mimic will then remove such files from the destination.

VIEW LAST LOG

Opens the most recent publishing log.

IF YOU ARE PUBLISHING TO YOUTUBE OR VIMEO

You can also publish to YouTube and Vimeo.

VIDEO

Click to select the video you want to publish to YouTube or Vimeo.

TITLE

Enter a name for your video. This will help users find your video.

DESCRIPTION

Enter a brief description of your video.

TAGS

Enter tags describing your video. These keywords will help users search for your video.

CATEGORY

Select a category for your video. These categories are defined by YouTube or Vimeo and help users find your video.

PRIVATE

Select whether or not your video will be private. Making the video private prevents other users from searching for your video.

> 📝 **NOTE** You must log in to a video service via the Video Services window pane before you can publish a video to YouTube or Vimeo.

> 📝 **NOTE** If you want to upload videos from a collection to YouTube or Vimeo, you must upload each video in the collection separately.

4. Click **Start Publishing**.

5. If a user name and password are required and you have not already provided them, enter them in the dialog that opens.

6. After the files are successfully published, a dialog opens, asking if you want to view the log (which lists the files that have been uploaded). Click **Yes** if you want to see it, and close the log when you are finished.

PDFs

The following PDFs are available for download from the online Help.

Cheat Sheets

Shortcuts Cheat Sheet

User Guides

Getting Started Guide

Key Features Guide

Movie Creation Guide

Movie Editing Guide

Movie Generation Guide

Touring the Workspace Guide

What's New Guide