



MADCAP MIMIC 8.2

Movie Creation

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CHAPTER 1

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.

I 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 2

Creating a Movie

Creating a movie can be done in various ways, whether it is a standalone movie or included within a collection.

This chapter discusses the following:

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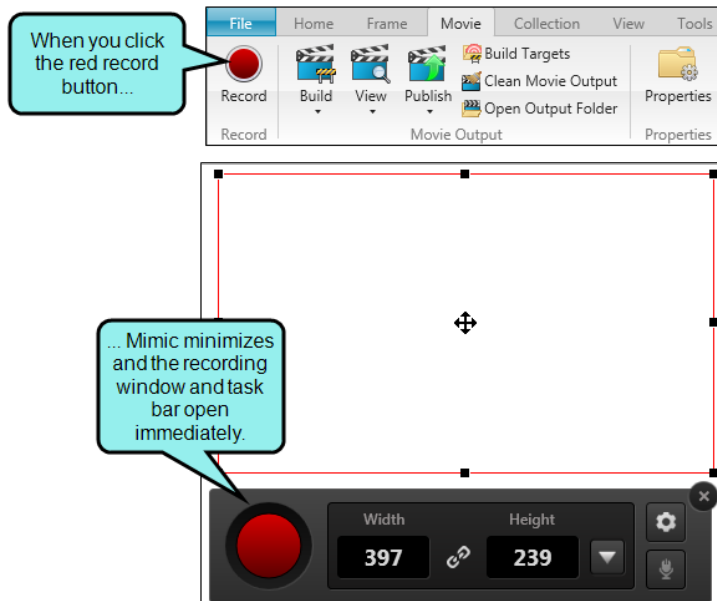
I Recording Movies

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.

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 4). If you do not open a collection, a standalone movie will be created after you record it.
3. Select **Movie > Record**.

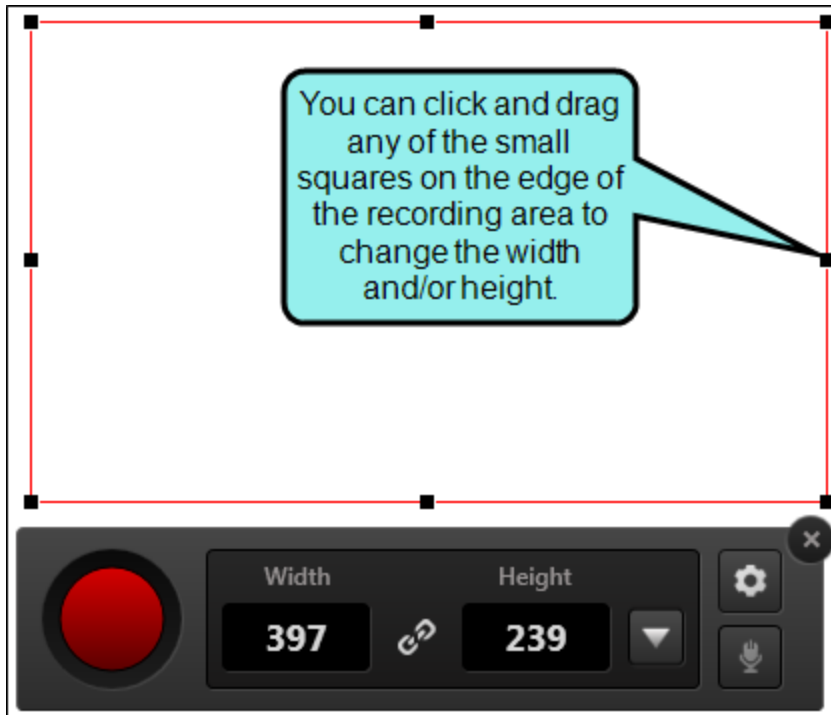
Mimic minimizes and a rectangle with a red border appears on your screen, along with a task bar.




- (Optional) Rearrange the recording area. You can use several methods and features to do this.

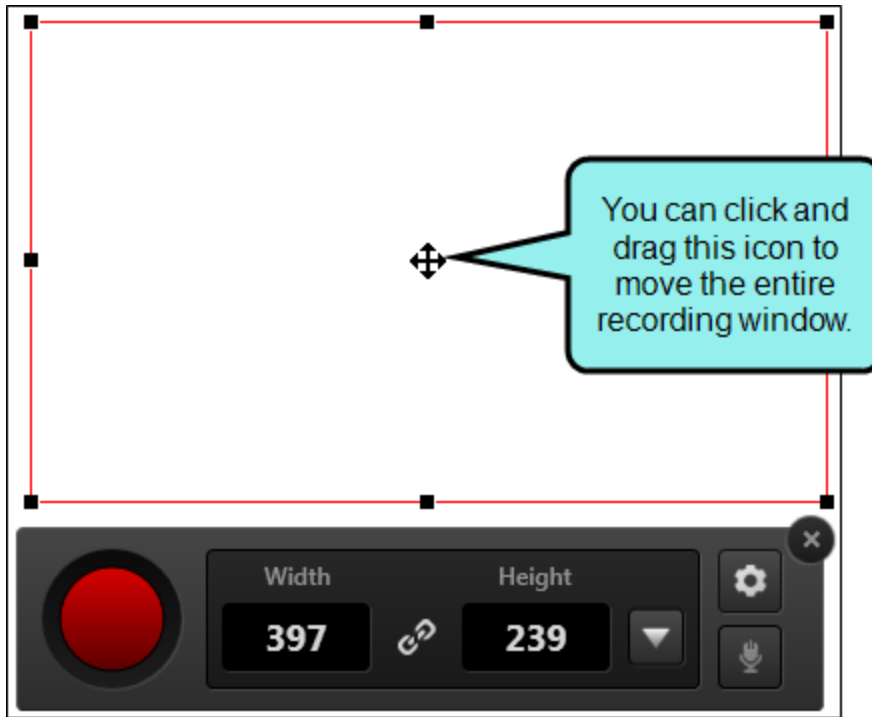
DRAG EDGE

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.



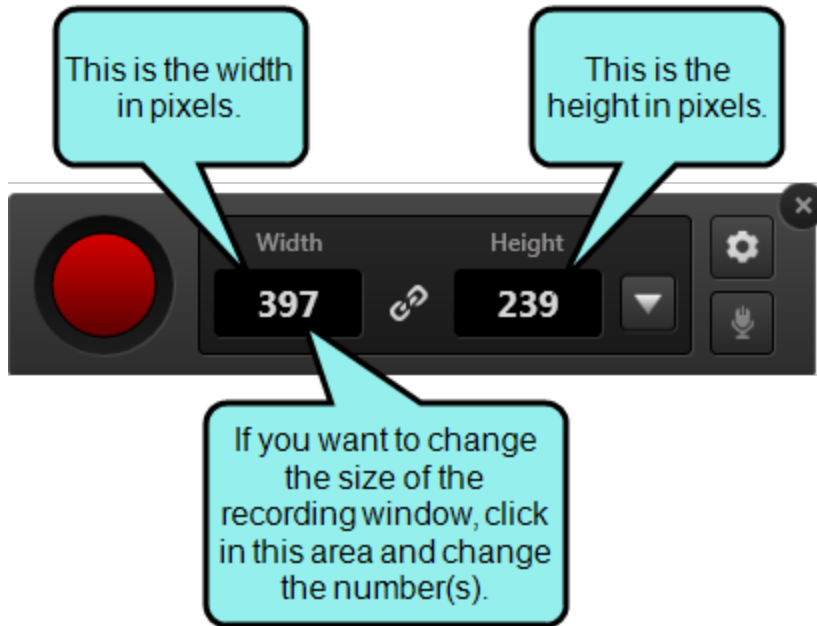
MOVE ENTIRE RECORDING AREA

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

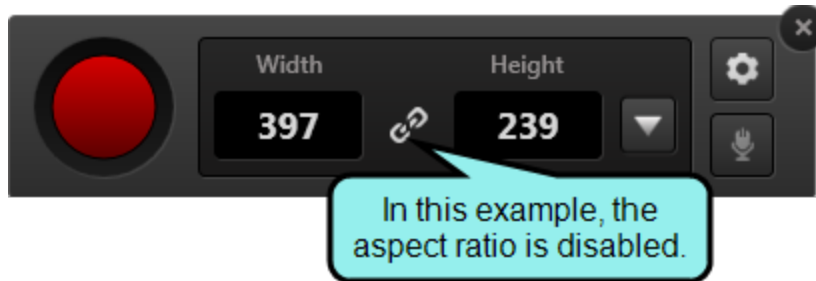
You can click in the number fields in the task bar to manually change the width and/or height of the recording window in pixels.



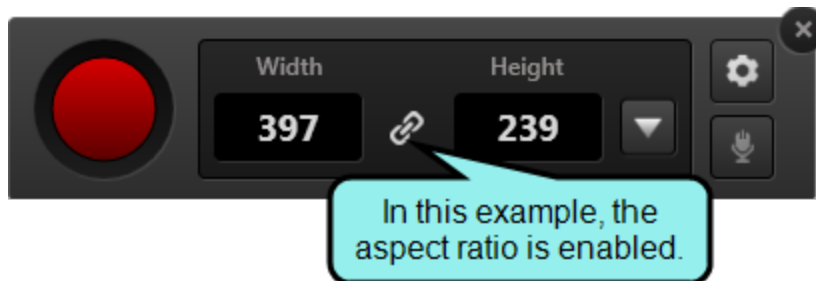
MAINTAIN ASPECT RATIO

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 a *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.

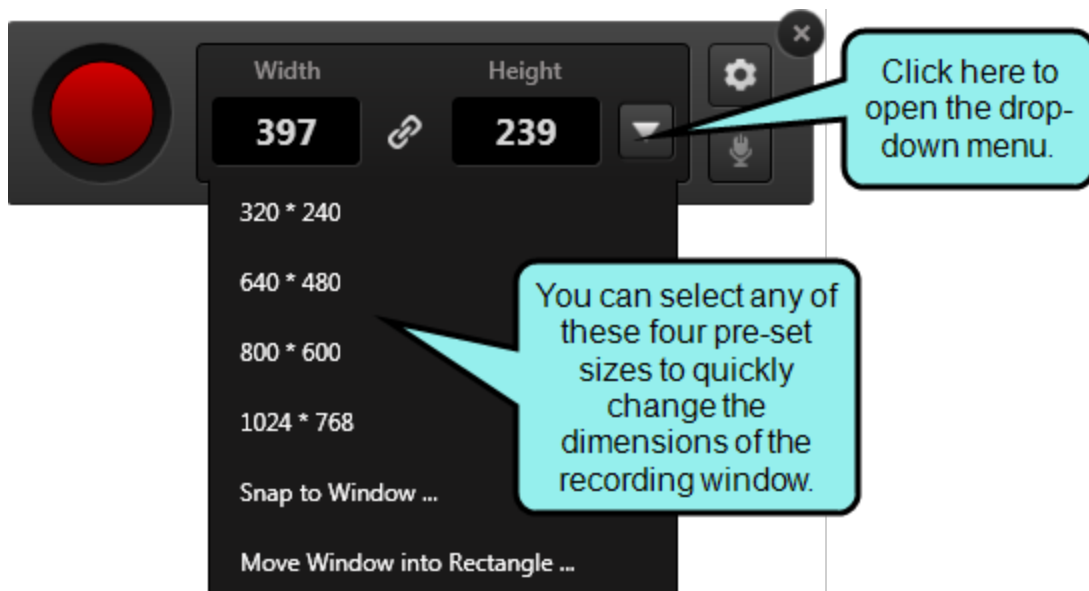


When this feature is enabled, the button displays as a *chain* image. If you then change one dimension of the recording window, the other side *will* be resized automatically. For example, if you drag the window border to the left (to increase the width), the height will be resized accordingly.



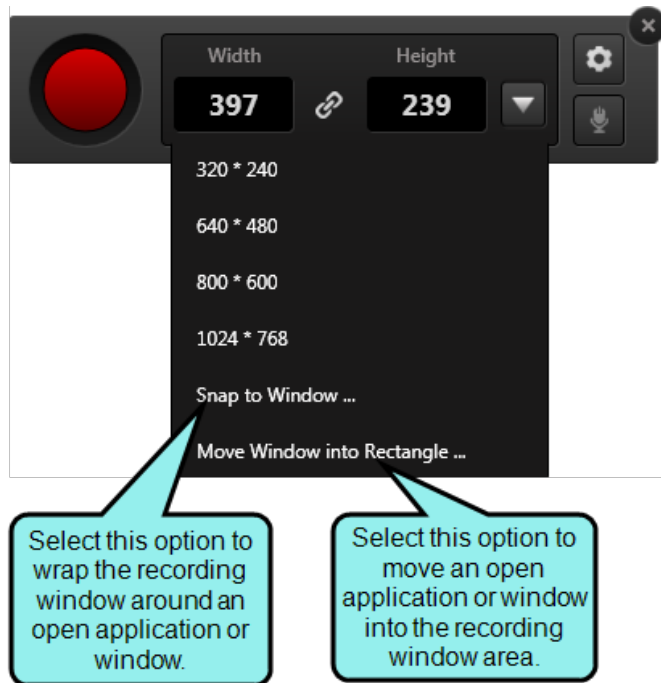
CHOOSE PRE-SET SIZE


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



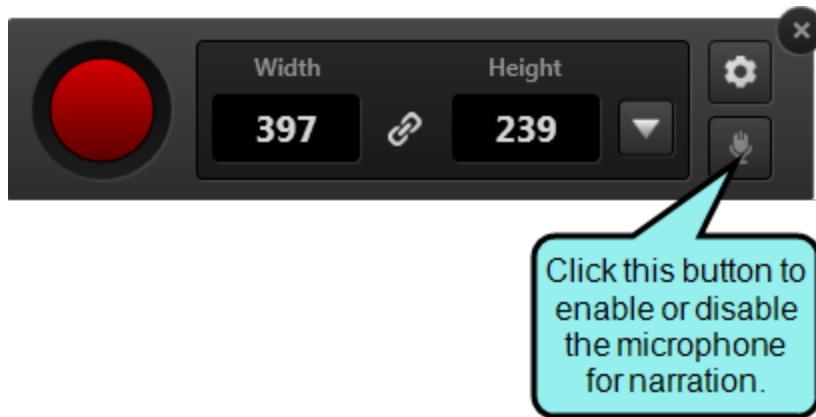
SNAP/MOVE INTO RECTANGLE


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.

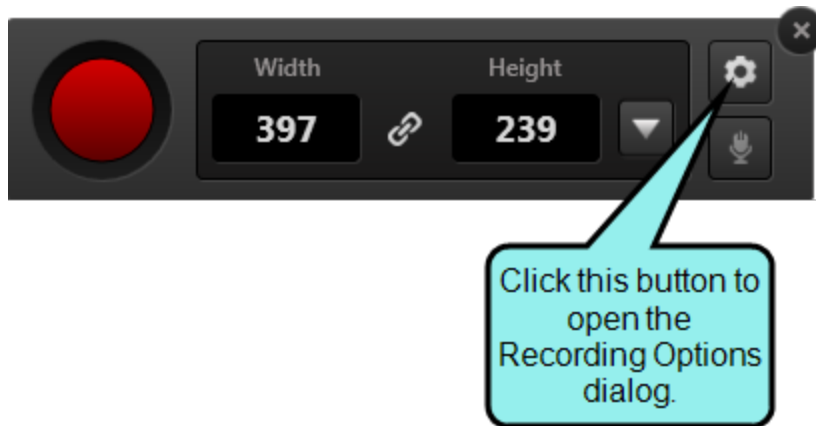


 **NOTE** If you are using a newer operating system, you may need to enable window-based recording optimization. For more information, see the online Help.

- (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).

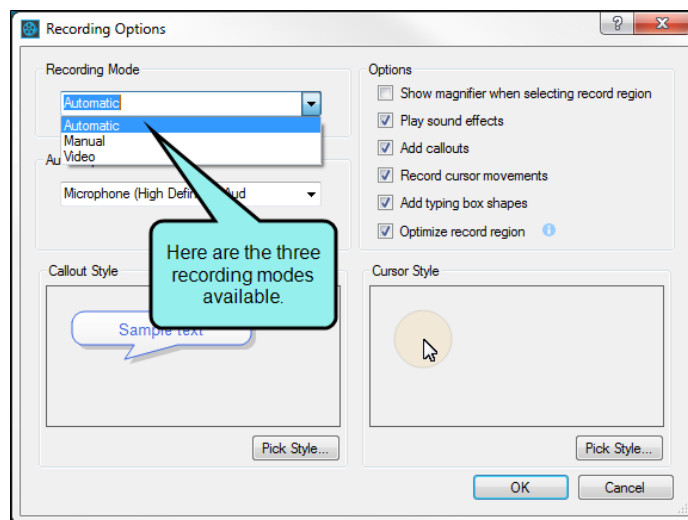


6. (Optional) You can click  on the task bar and choose various settings for the recording session.




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 be 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.

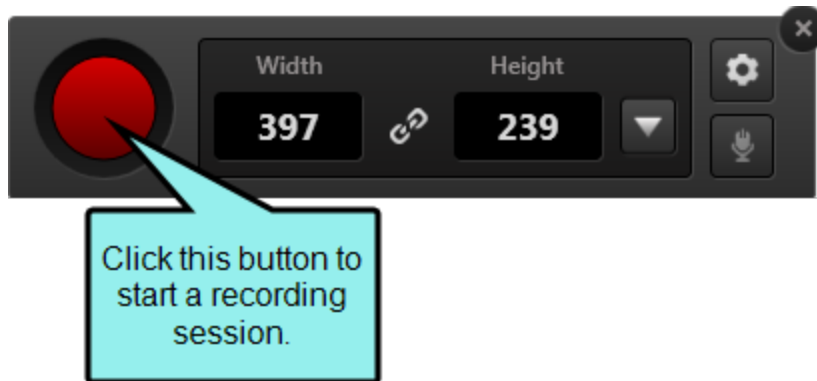
- **Manual** Select this if you do not want Mimic to automatically capture the images. Instead, you must press the **PRINT SCREEN** key on your keyboard whenever you want a new image to be captured during a recording session.
- **Video** Select this if you want to record FMV in a single frame. For example,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

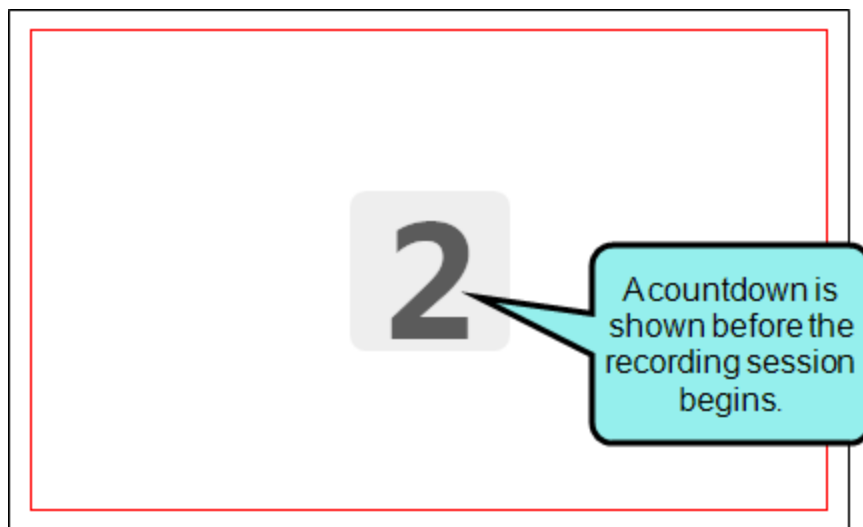
- **Show magnifier when selecting record region** When you record a region, a large square displays on your screen, showing a close-up of the area where your cursor is located. This helps you to more accurately select a specific area of the screen to record. You can deselect this option if you do not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



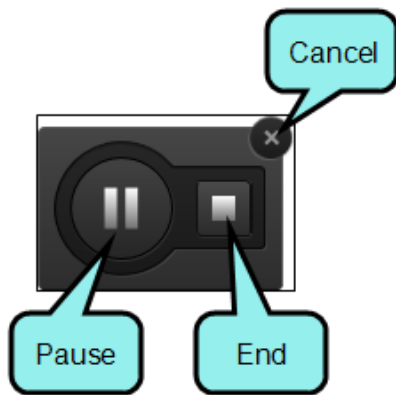
You will see a countdown—3, 2, 1—before the recording session begins.



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

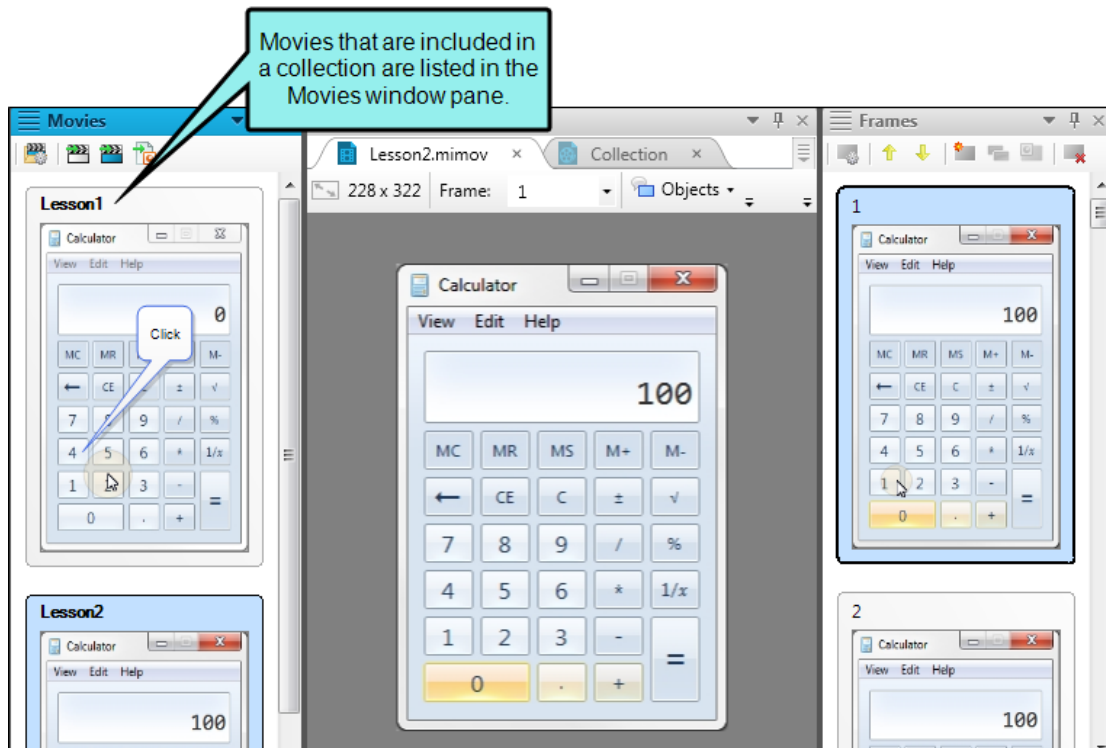
Here are the keyboard shortcuts available.

- **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**.

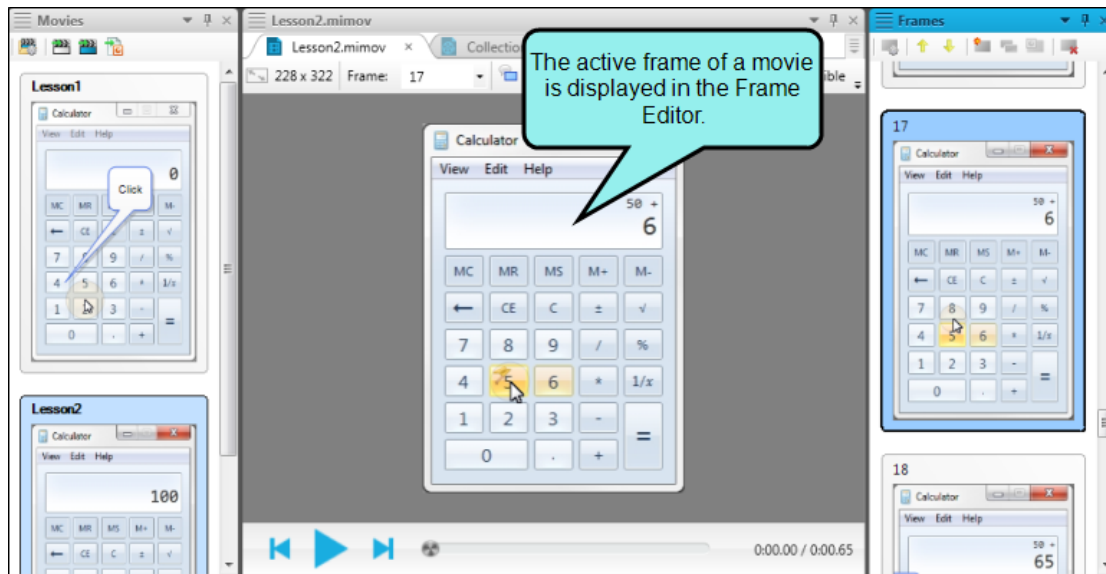
If you recorded a standalone movie, navigate in the dialog to a location to store the movie, in the **File name** field type a name for the movie, and click **Save**.

The movie is loaded into Mimic.

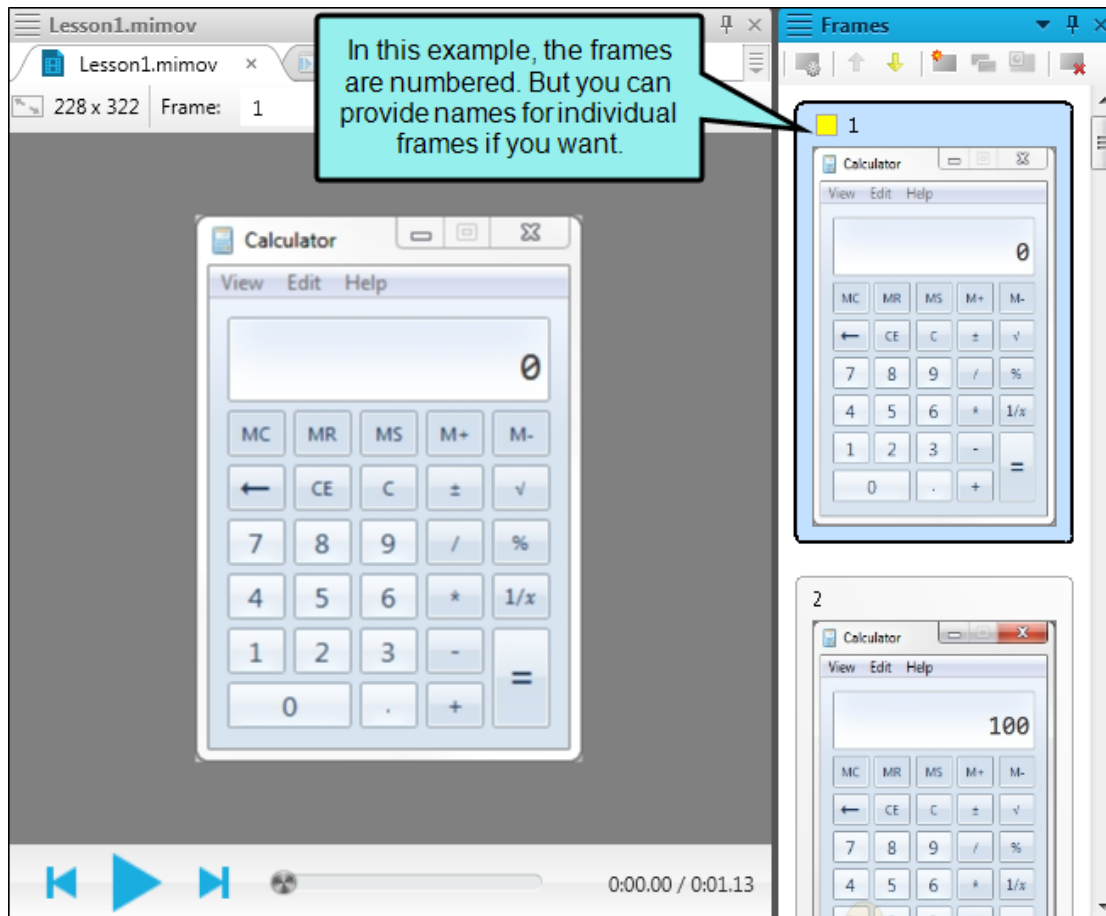
If the movie was added to a collection, a rectangle containing the movie name and a small image of the first movie frame is displayed in the Movies window pane (by default on the left side of the workspace).



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.

I Creating Blank Movies

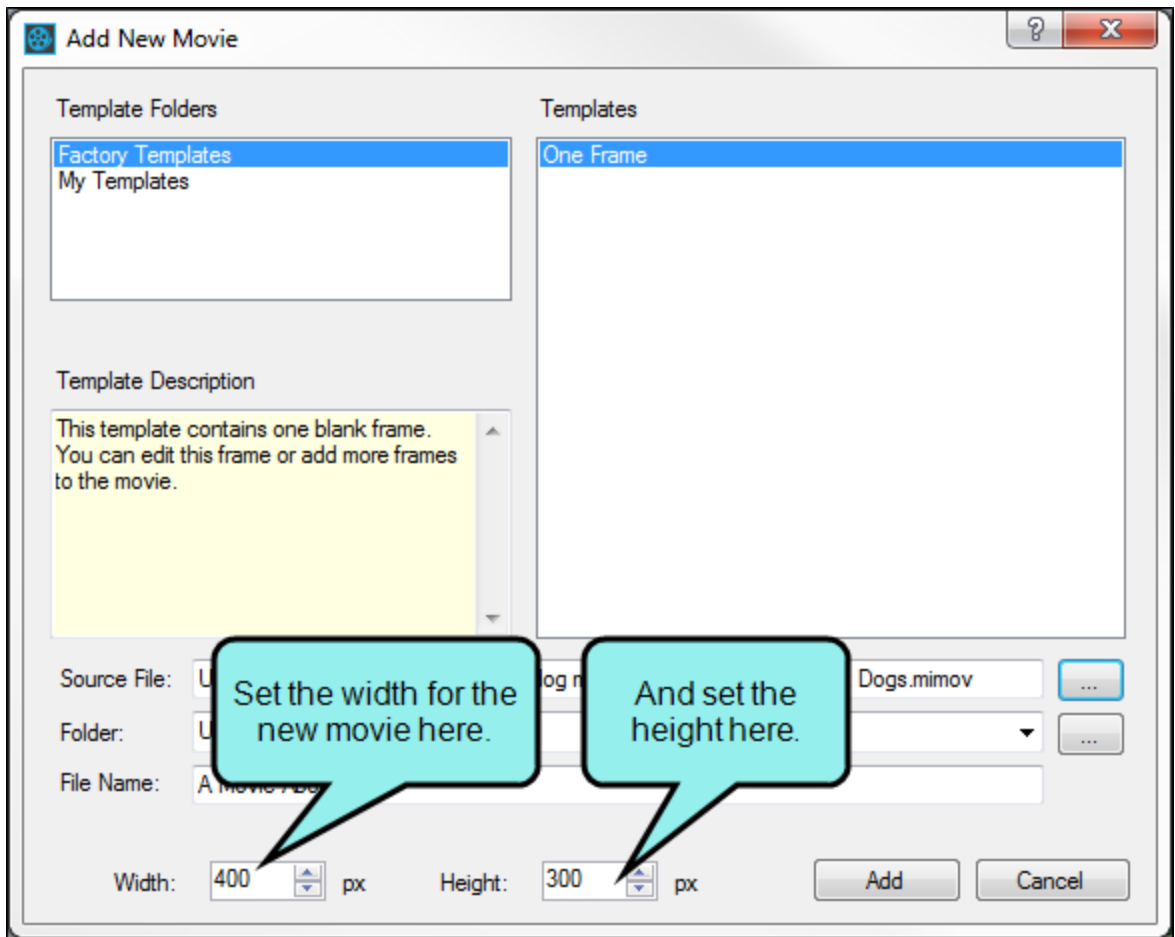
In addition to creating a movie by recording your actions or capturing an image, you can create a movie with an empty frame. You can then insert additional frames into the movie and add objects, text, images, and effects to the frames.

How to Create a Blank Movie

1. (Optional) If you want the movie to be part of a collection, first create the collection and make sure it is open (see "Creating a Movie Collection" on page 4). Otherwise, if you want to create a standalone movie, skip to the next step.
2. Select **File > New**.
3. Click **Blank Movie**.
4. In the **Template Folders** area, select one of the folders. The Templates section to the right displays the movie templates contained in the folder you selected. For more information about templates, see the online Help.
5. In the **Templates** area, select one of the template files associated with the folder. The Source File field now contains the path to the template file.
6. (Optional) Next to the **Folder** field, you can click and select a location to store the movie.

The Folder field is enabled only if you are creating a standalone movie, as opposed to one that is part of a collection. By default, Mimic stores your new movies in the Documents\My Mimic Movies folder.

7. In the **File Name** field, type a new name for the movie.
8. In the **Width** and **Height** fields, type a size for the new movie in pixels.



9. Click **Add**. The blank movie is created and loaded into Mimic.

I Creating Movies From Media Files

In addition to creating a movie by recording your actions, you can also create a movie by selecting an existing image or video. This will create a movie with one frame that is the same size as the image or same length as the video. You can then insert additional frames into the movie and add objects, text, images, and effects to the frames.

How to Create a Movie From a Media File

1. (Optional) If you want the movie to be part of a collection, first create the collection and make sure it is open (see "Creating a Movie Collection" on page 4). Otherwise, if you want to create a standalone movie, skip to the next step.
2. Select **File > New**.
3. Click **Movie From Media File**.
4. In the dialog that opens, find and double-click an image or video.
5. If the new movie is part of a collection, the Accept New Movie dialog opens. Enter a file name for the movie and click **OK**.

If you recorded a standalone movie, the Save New Mimic Movie As dialog opens. Find and select a folder to store the new movie, in the **File name** field enter a name for the movie, and click **Save**.

The movie is loaded into Mimic.

I Creating Movies From Screen Captures

In addition to creating a movie by recording your actions, you can also create a movie by capturing an image on your screen. This will create a movie with one frame that is the same size as the screen capture. You can then insert additional frames into the movie and add objects, text, images, and effects to the frames.

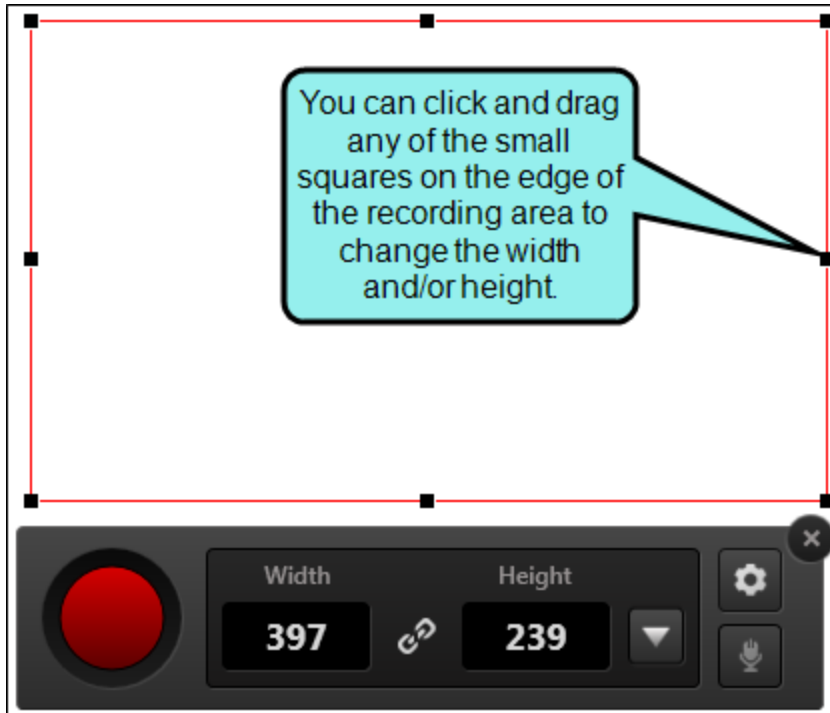
How to Create a Movie From a Screen Capture

1. Prepare your screen or workspace for capturing. This includes opening the application window(s) that you want to capture and/or arranging your desktop exactly as needed.
2. (Optional) If you want the movie to be part of a collection, first create the collection and make sure it is open (see "Creating a Movie Collection" on page 4). Otherwise, if you want to create a standalone movie, skip to the next step.
3. Select **File > New**.
4. Click **Movie From Screenshot**.


- (Optional) Rearrange the capture area. You can use several methods and features to do this.

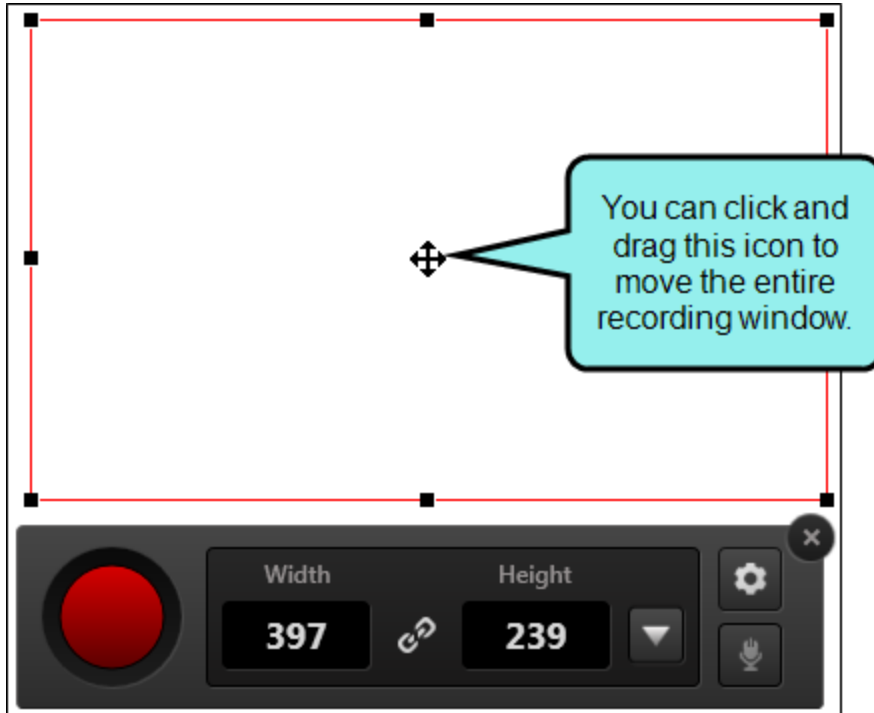
DRAG EDGE

You can resize the capture 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.



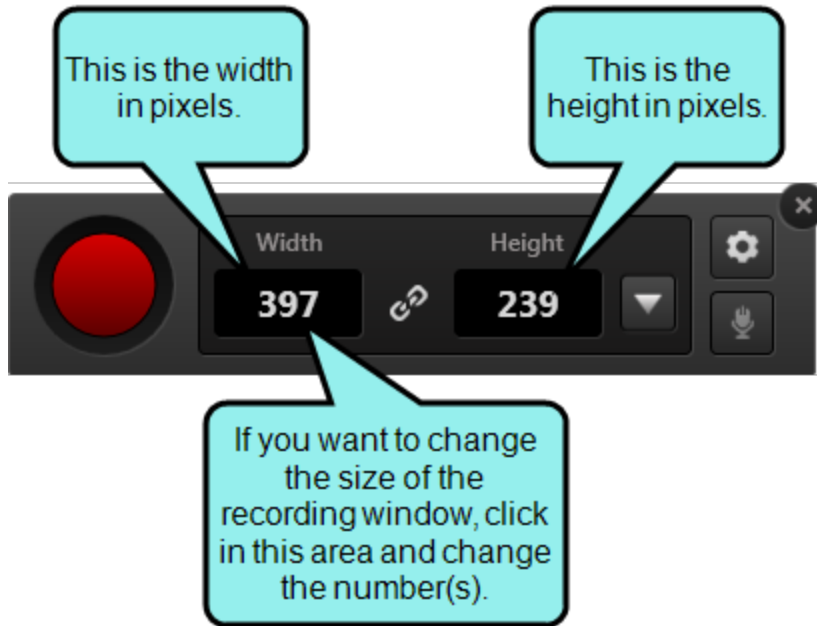
MOVE ENTIRE CAPTURE AREA

You can move the entire capture 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

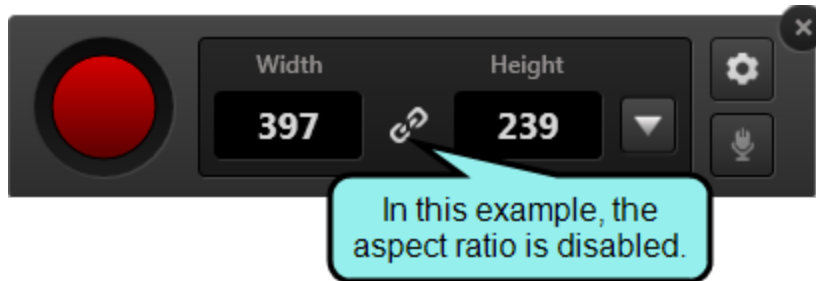
You can click in the number fields in the task bar to manually change the width and/or height of the capture window in pixels.



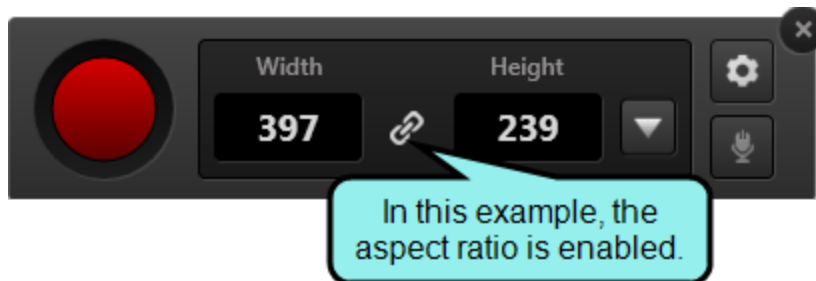
MAINTAIN ASPECT RATIO

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

When this feature is disabled, the button displays as a *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.

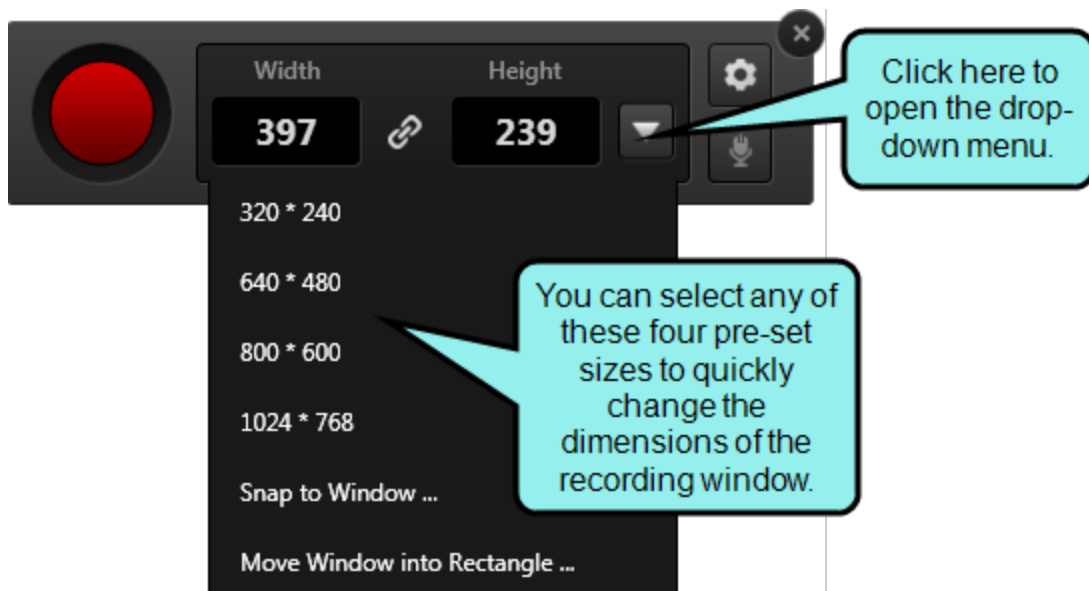


When this feature is enabled, the button displays as a *chain* image. If you then change one dimension of the capture window, the other side *will* be resized automatically. For example, if you drag the window border to the left (to increase the width), the height will be resized accordingly.



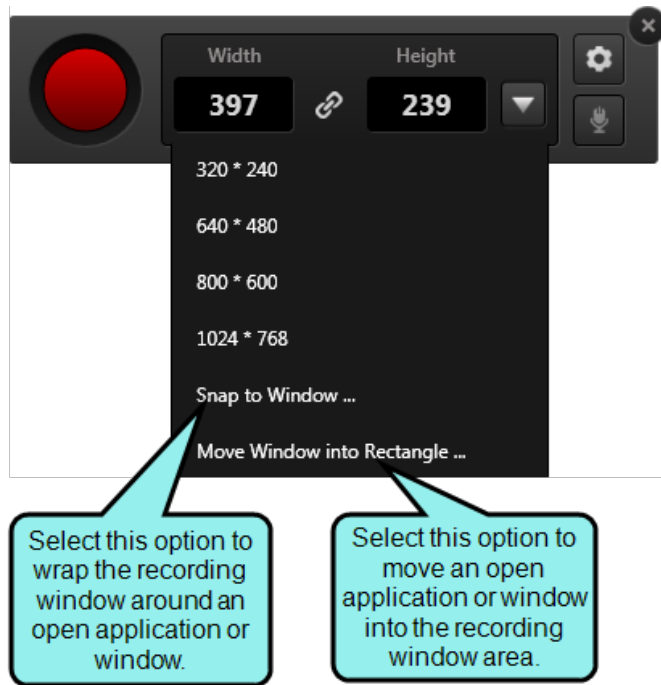
CHOOSE PRE-SET SIZE


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 capture window around that element, or you can choose to move the element into your capture 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.

6. Click the red button on the task bar.
7. If the new movie is part of a collection, the Accept New Movie dialog opens. Enter a file name for the movie and click **OK**.

If you captured an image for 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.



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

Importing PowerPoint Presentations

You can create a new movie by importing a Microsoft PowerPoint presentation. You can also import PowerPoint presentations into existing movies.



PowerPoint Features in Mimic


The following describes how certain PowerPoint features are handled when you import slides into Mimic.

Feature	Imported?
Background Images	Yes
Images	Yes
Master Layout Slides	Yes (converted to master frames)
Objects	Yes
Shape Groups	No
Smart Shapes	No
Text Boxes	Yes


How to Create a New Movie by Importing a PowerPoint Presentation

1. (Optional) If you want the movie to be part of a collection, first create the collection and make sure it is open (see "Creating a Movie Collection" on page 4). Otherwise, if you want to create a standalone movie, skip to the next step.
2. Select **File > New**. In the New dialog, click **Import PowerPoint**.

3. At the end of the **PowerPoint File** field, click .
4. In the Open dialog, locate and double-click the Microsoft PowerPoint (PPT file) that you want to import.
5. (Optional, if you are creating a standalone movie) If you want the resulting Mimic movie to be stored in a different location than the one shown, at the end of the **Target Folder** field click . In the Browse For Folder dialog, find and select the folder where you want to store the new movie, and click **OK**.
6. (Optional) If you do not want to use the name of the PowerPoint file to be imported, you can enter a new name in the **Movie Name** field.
7. (Optional) If you have objects such as text boxes or images in your PowerPoint slides, the default action is to import them into Mimic frames as objects; you can then edit these objects as you like. However, if you want to flatten all of those objects into each frame when they are imported, click **Import Slides as Background Images**.

 **TIP** Why would you want to use one method over the other? You might want to keep this option deselected if you want to do lots of editing in the Mimic movie and need to be able to adjust the objects as needed. On the other hand, you might select the option if you are content to edit all of your objects beforehand in PowerPoint. When you import the slides as background images, you will usually end up with a higher quality image and the objects and text will appear just as they do in PowerPoint, but you won't be able to edit them further in Mimic.


8. (Optional) By default the new movie will be the same size as the PowerPoint slides that you are importing. However, if you want the new movie frames to be a different size, you can click **Change Movie Size** and then enter the width (first field) and height (second field) of the new frames in pixels.

 **TIP** It is recommended that you maintain the same proportion of the slides when you import them, even if you might be reducing or increasing the overall size of the slides. For example, if the source PowerPoint slides are all 10 inches wide and 7.5 inches high, you will have better results if you resize the movie frames to 500 by 375 pixels, as opposed to, say, 500 by 500 pixels. In addition, if you do not select the "Import


- ✔ Slides as Background Images" option, you will likely need to reposition your objects after the movie frames are resized.

9. Click **Next**.
10. On the next page of the wizard each slide from the PowerPoint presentation is shown. This gives you a chance to include or exclude specific slides in the import. By default all slides have a check mark next to them. To exclude a slide from the import, click the check box next to it in order to remove the check mark. You can use the "Select All" or "Deselect All" to quickly add or remove check marks for all slides. In addition, the Show Images check box lets you see a visual representation of each slide.
11. Click **Import**. The PowerPoint slides are imported and the new movie is loaded into the Mimic interface.

How to Import PowerPoint Slides Into an Existing Movie

1. Open the movie.
2. In the Frames window pane, select a frame. The new frames created as a result of the import will be added after that frame.
3. Do one of the following, depending on the part of the user interface you are using:
 - **Ribbon** Select the **Frame** ribbon. In the **Insert** section, select **PowerPoint**.
 - **Local Toolbar** In the Frames window pane, click .
 - **Right-Click** In the Frames window pane, right-click a frame and from the context menu, select **PowerPoint Slide(s)**.

The Import PowerPoint Wizard opens.

4. At the end of the **PowerPoint File** field, click .
5. In the Open dialog, locate and double-click the Microsoft PowerPoint (PPT file) that you want to import.

6. (Optional) If you have objects such as text boxes or images in your PowerPoint slides, the default action is to import them into Mimic frames as objects; you can then edit these objects as you like. However, if you want to flatten all of those objects into each frame when they are imported, click **Import Slides as Background Images**.


✔ **TIP** Why would you want to use one method over the other? You might want to keep this option deselected if you want to do lots of editing in the Mimic movie and need to be able to adjust the objects as needed. On the other hand, you might select the option if you are content to edit all of your objects beforehand in PowerPoint. When you import the slides as background images, you will usually end up with a higher quality image and the objects and text will appear just as they do in PowerPoint, but you won't be able to edit them further in Mimic.

7. Click **Next**.
8. On the next page of the wizard each slide from the PowerPoint presentation is shown. This gives you a chance to include or exclude specific slides in the import. By default all slides have a check mark next to them. To exclude a slide from the import, click the check box next to it in order to remove the check mark. You can use the "Select All" or "Deselect All" to quickly add or remove check marks for all slides. In addition, the Show Images check box lets you see a visual representation of each slide.
9. Click **Import**. The PowerPoint slides are imported into the movie.

I Importing Movies Into Collections

In addition to creating a movie by recording your actions or capturing an image, you can also import an existing movie into a collection.

How to Import a Movie Into a Collection

1. Open the collection that you have created.
2. Select **Collection > Import Movie**.
3. At the end of the **Source File** field, click .
4. In the Open dialog, locate and double-click the Mimic movie (MIMOV file) that you want to import.
5. (Optional) If you do not want to use the name of the movie to be imported, you can enter a new name in the **File Name** field.
6. Click **Import**. The movie is loaded into the Mimic interface. It is also added to the Sections tab in the Collection Editor.

I Inserting a Video

You can insert videos with a WMV, WEBM, or MP4 file format into a Mimic movie.

How to Insert a Video Into a Movie

1. Open a movie.
2. Click on a frame. The video frame will be inserted after the frame you select.
3. Select **Frame > Insert Video Frame**.
4. In the Open dialog, locate and double-click the video (WMV, WebM, or MP4) that you want to insert.

The new frame appears after the frame you selected. The film strip image on the frame indicates that it is a video.

I Opening Movies

You can open standalone movies as well as movies that have been added to a collection.

How to Open a Standalone Movie

1. Do one of the following, depending on the part of the user interface you are using:
 - **Ribbon** Select **File > Open**.
 - **Keyboard Shortcut** Press **CTRL+O** on the keyboard.
2. In the Open dialog, navigate to the MIMOV file and select it. Unless you selected a different location when creating the movie, a standalone Mimic movie file is stored by default in the Documents\My Mimic Movies folder.
3. Click **Open**. The movie loads into Mimic and the first frame displays in the Frame Editor.

How to Open a Movie From a Collection

1. Open the collection containing the movie.
2. In the Collection Editor, select the **Sections** tab.
3. Select the movie that you want to open.
4. Click **Open**. The movie loads into Mimic and the first frame displays in the Frame Editor. Each movie that you open from a collection loads in its own instance of the Frame Editor.

How to Open a Recent Movie Using the File Menu

Select **File > Recent Files > [Name of MIMOV file]**.

How to Open a Recent Movie Collection Using the File Menu

Select **File > Recent Collections > [Name of MIPRJ file]**.

How to Open a Recent Movie Using the Start Page

On the Start Page, the area labeled **Recent Files** lists the most recently opened movies and collections.

1. Select **View > Start Page**.
2. Click the MIMOV file you want to open. The movie is loaded in the Frame Editor.

How to Open a Movie by Dragging a File From Windows

1. Open Windows File Explorer and navigate to a folder containing a Mimic movie file.
2. Launch Mimic.
3. Drag the movie file from Windows File Explorer to the application window and drop it on the title bar in Mimic.



NOTE You can also use this method to open any file type that is supported in Mimic.

APPENDIX

PDFs

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

I Cheat Sheets

Shortcuts Cheat Sheet

I 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