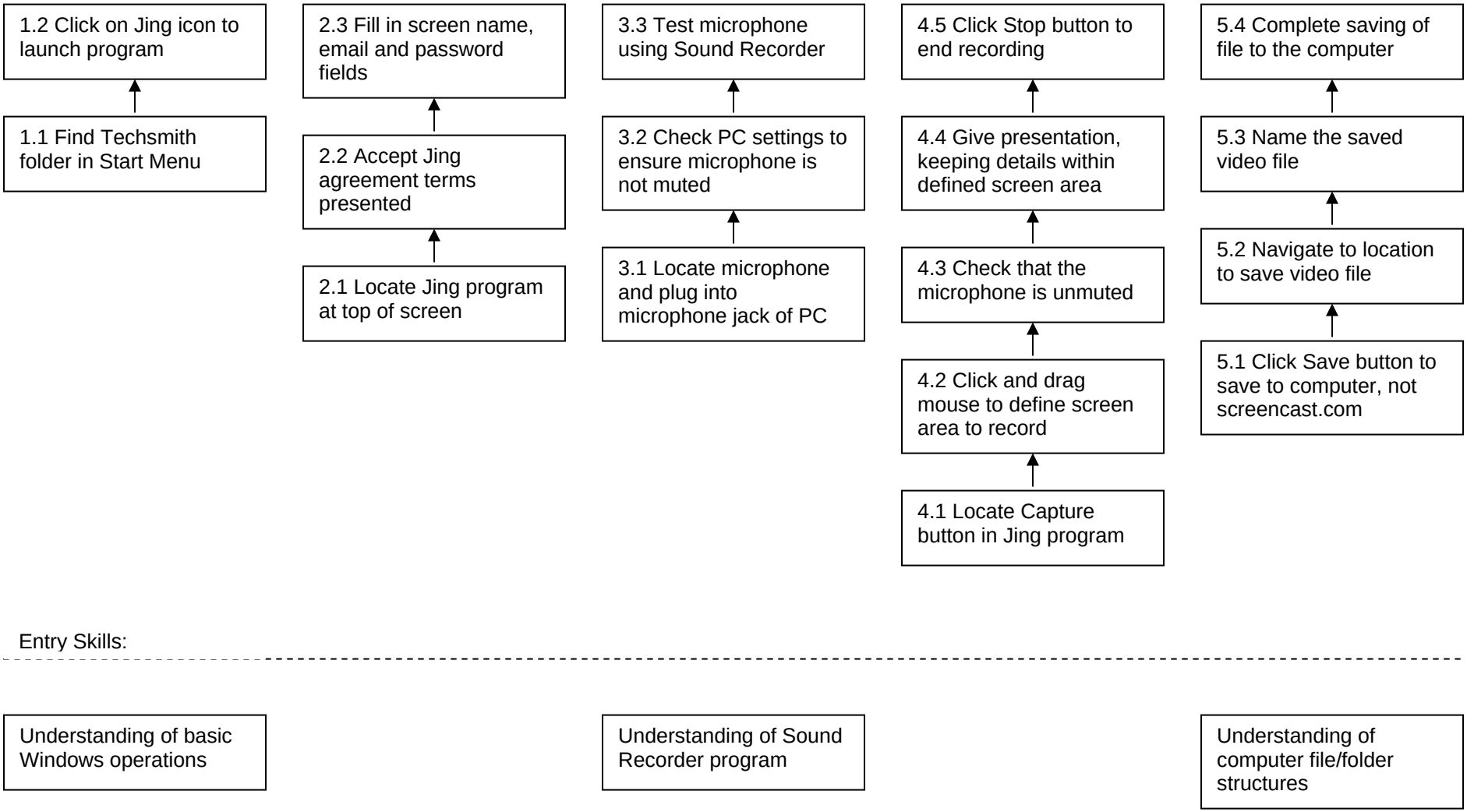
1.2 Click on Jing icon to launch program
1.1 Find Techsmith folder in Start Menu
2.3 Fill in screen name, email and password fields
2.2 Accept Jing agreement terms presented
2.1 Locate Jing program at top of screen
3.3 Test microphone using Sound Recorder
3.2 Check PC settings to ensure microphone is not muted
3.1 Locate microphone and plug into microphone jack of PC
4.5 Click Stop button to end recording
4.4 Give presentation, keeping details within defined screen area
4.3 Check that the microphone is unmuted
4.2 Click and drag mouse to define screen area to record
4.1 Locate Capture button in Jing program
5.4 Complete saving of file to the computer
5.3 Name the saved video file
5.2 Navigate to location to save video file
5.1 Click Save button to save to computer, not screencast.com
Entry Skills:
Understanding of basic Windows operations
Understanding of Sound Recorder program
Understanding of computer file/folder structures