ScreenFlow
Tutorial

ScreenFlow 10.0 Tutorial

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Installation

You can install, upgrade, and uninstall ScreenFlow, and related subsystems, on any Mac meeting the ScreenFlow system requirements.

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Note: Be sure to review the system requirements before installing ScreenFlow.

System Requirements

- Intel-based Mac2 CPU with 64-bit processor (Core i3 or higher); or Apple M1 (or higher) CPU.
- Operating Systems
  - macOS Monterey 12
  - macOS Big Sur 11.3
  - macOS Catalina 10.15
- Minimum 4 GB RAM

- 20 GB hard drive

- Apple macOS-approved graphics card

- Online Help browser requirements: Safari.

Note: ScreenFlow does not support "Hackintosh" systems.
ScreenFlow requires a GPU officially supported by Apple.
ScreenFlow does not support NVIDIA "Web Drivers."

Licenses (Telestream Web Store Only)

You must license ScreenFlow to fully enable export capabilities. If ScreenFlow is not licensed, all exported files are watermarked.

The *Licenses* tab of the *Settings* dialog displays your serial number and allows you to manage your licenses.

Only administrators can unlock license functions. Guests can't remove your license.

Note: If you purchased ScreenFlow through the Mac App Store, ScreenFlow doesn't display the *Licenses* tab. The Mac App Store has its own licensing and updating processes.

See Production & Streaming: Renewal & Licensing Questions.

Licensing ScreenFlow

To activate a ScreenFlow license, do the following:

1. Select *ScreenFlow > Settings*.

2. Select the *Licenses* tab.

    See *Licenses Settings Tab*.

3. Click *Purchase*. Select and purchase a ScreenFlow product.

    Telestream emails you the serial number for ScreenFlow.

4. Enter the serial number into the *Serial Number* field, and click *Activate*.

Deactivating a Serial Number

To deactivate a ScreenFlow license, do the following:

1. Select *ScreenFlow > Settings*.

2. Select the *Licenses* tab.

    See *Licenses Settings Tab*.

3. Enter the serial number into the *Serial Number* field.

4. Click *Deactivate*.

Removing or Changing the ScreenFlow License

Note: Don't use this method if you purchased ScreenFlow from the Mac App Store. The App Store has its own installation and licensing procedure.

To remove or change the ScreenFlow license, do the following:

1. Click the lock at the bottom of the window.

2. Make the changes desired.

3. When done, click the lock again.

Updating ScreenFlow

You can check for updates to ScreenFlow by selecting *ScreenFlow > Check for Updates*. When ScreenFlow displays the *Software Update* screen, click *Install Update*.

Installing ScreenFlow via Telestream Web Store

Note: Use this method only if you purchased ScreenFlow directly from the Telestream Web Store. If you purchased ScreenFlow from the Mac App Store, refer to the Mac App Store installation and upgrade instructions.

Note: You must be logged in as an administrator in order to continue.

ScreenFlow is available from Telestream as a DMG installer file, as well as from the Mac Apps Store. This topic is for users who have downloaded ScreenFlow from the Telestream Web site.

To install ScreenFlow, do the following:

1. To download and launch the ScreenFlow installer, do one of the following:

– Using the Safari browser, download or open the ScreenFlow DMG installer file. MacOS automatically mounts the disk image and runs the installer.

– Using a browser other than Safari, download the ScreenFlow DMG installer file. Double-click the DMG file to run the ScreenFlow installer.

Note: The installer attempts to close applications including QuickTime, Final Cut Pro, Episode Desktop, and Pipeline Control before installation. If the installer can't close these applications, installation will fail after about a minute.

The installer displays an icon for ScreenFlow and an icon for the Applications folder.

2. Drag the ScreenFlow icon onto the Applications folder.

3. Enter an administrative user name and password to continue.

   Your computer installs ScreenFlow.

4. When installation is complete, close the installer.

See also *Purchase Menu (Telestream Web Store Only)* and Install and Activate ScreenFlow.

Unlocking ScreenFlow via Telestream Web Store

Note: Use this method only if you purchased ScreenFlow directly from the Telestream Web Store. If you purchased ScreenFlow from the Mac App Store, refer to the Mac App Store installation and upgrade instructions.

You must purchase a ScreenFlow license in order to export movies without watermarks.

Note: You must be logged in as an administrator in order to continue.

To purchase a ScreenFlow license, do the following:

1. Start ScreenFlow.

2. Select *ScreenFlow > Settings* and click the *Licenses* tab.

   See *Licenses Settings Tab*.

3. Click *Purchase*. This redirects you to the Telestream online store where you can purchase or upgrade your license.

When the purchase is complete, ScreenFlow installs the license automatically.

Note: If ScreenFlow doesn't display a *Purchase* button, ScreenFlow already is purchased, registered, activated, and unlocked.

Activating Your Telestream Web Store License

Note: Use this method only if you purchased ScreenFlow directly from the Telestream Web Store. If you purchased ScreenFlow from the Mac App Store, refer to the Mac App Store installation and upgrade instructions.

If you have already purchased a license through the Telestream Web Store, Telestream sent you an email receipt containing your license key.

Note: If your Macintosh is not connected to the Internet, follow the instructions in the Manual Activation Guide to activate your license and unlock ScreenFlow.

The easiest way to register the license key and activate ScreenFlow is to click on the link provided in your email receipt. If the link doesn't work, register ScreenFlow as follows:

1. Launch ScreenFlow.

2. Select *ScreenFlow > Settings* and click the *Licenses* tab.

See *Licenses Settings Tab*.

Note: If ScreenFlow doesn't display a *Purchase* button, ScreenFlow already is purchased, registered, activated and unlocked.

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3. Enter your serial number and click *Activate*.

Note: If the *Activate* button is dimmed, the license is invalid. Double-check your license from the e-mail. Make sure that all letters are capitalized, dashes are included, and all 0s are zeros, not the capital letter O. It might help to copy and paste your serial number from your e-mail. Don't copy any additional text such as spaces. If you still have activation problems, contact technical support.

Your serial number is activated and ScreenFlow is unlocked. Close the *Settings* window to continue.

See Install and Activate ScreenFlow.

Installing Telestream Audio

To capture computer audio, ScreenFlow must install the Telestream audio driver. ScreenFlow starts the installation process automatically if you attempt to record computer audio without the driver installed.

Note: To proceed, log in as an administrator.

Note: If you purchased ScreenFlow from the Mac App Store, ScreenFlow directs you to the Telestream website to download and install the driver.

To install the Telestream audio driver manually, follow these steps:

1. In ScreenFlow, select *ScreenFlow > Settings*. Then click the *Advanced* tab.

See *Advanced Settings Tab*.

2. Using the Installer application, click the *Install Driver* button.

ScreenFlow displays the *Install Telestream Audio* dialog.

3. Click *Continue*.

The installer displays a space-requirement message.

4. Click *Install*.

5. To install the driver, enter your password and click *OK*.

The Installer installs the Telestream audio driver.

6. To close the *Installation Complete* dialog, click *Close*.

Upgrading Telestream Audio Manually

Note: If ScreenFlow prompts you to upgrade the audio driver, select *Cancel to* exit the upgrade message. Before installing the new audio driver, uninstall the current audio driver. Then, install the latest version of the audio driver, either manually or using the *Record Computer Audio* checkbox.

To upgrade the Telestream audio driver manually, do the following:

1. In ScreenFlow, select *ScreenFlow > Settings.* Then click the *Advanced* tab.

   See *Advanced Settings Tab*.

2. Click the *Install Driver* button to display the *Install* window, then click *Continue*.

3. When ScreenFlow displays the space requirement message, click *Install*.

4. Enter your password and click *Install Software*.

5. After ScreenFlow installs the Telestream audio driver, click *Close*.

Upgrading Telestream Audio Via the New Recording Tab

Note: If ScreenFlow prompts you to upgrade the audio driver, select *Cancel to* exit the upgrade message. Before installing the new audio driver, uninstall the current audio driver. Then, install the latest version of the audio driver, either manually or using the *Record Computer Audio* checkbox.

To upgrade the Telestream audio driver through the *New Recording* tab, do the following:

1. Launch ScreenFlow to display the *Welcome* window.

2. Select *New Recording*.

3. Check *Record Computer Audio*.

4. When ScreenFlow displays the upgrade message, select *Upgrade*, and click *Continue*.

5. When ScreenFlow displays the space requirement message, click *Continue*.

6. Enter your password and click *Install Software*.

7. After ScreenFlow installs the Telestream audio driver, click *Close*.

Uninstalling the Telestream Audio Driver

To uninstall the Telestream audio driver, do the following

1. Select *ScreenFlow > Settings*.

2. Click the *Advanced* tab.

   See *Advanced Settings Tab*.

3. Click *Uninstall Driver* and enter the password.

Configuring the Telestream Audio Capture Device

You can use Audio MIDI setup to control the sample rate at which the Telestream Audio Capture device records audio. The sample rate you select for the Telestream Audio Capture device is the sample rate at which ScreenFlow records the audio. The ScreenFlow default sample rate is 48 kHz.

ScreenFlow has an inherent latency. Audio flows to the Telestream audio driver, back to ScreenFlow recording system, then out through the speakers. However, you can configure the audio driver to eliminate latency. To enable recording without latency, do the following:

1. Go to *ScreenFlow* > *Settings* > *Advanced*.

   See *Advanced Settings Tab*.

2. Check both of these boxes:

   – *Allow device to be Sound Output*

   – *Disable Sound Output Monitoring*

3. Open Audio MIDI setup and press the (+) button. Then select *Create Multi-Output Device*.

4. Add your system speakers to this multi-output device.

5. Add *Telestream Audio Capture* to this multi-output device.

6. Click the Gear button and select *Use This Device For Sound Output*.

7. (Optional) If desired, also select *Play Alerts and Sound Effects Through This Device*.

When configured in this way, audio flows immediately to your output device. ScreenFlow can now record the audio without adding latency to the recording.

Note: When you configure ScreenFlow without latency, ScreenFlow disables the audio level controls.

Note: Consider configuring your Digital Audio Workstation (DAW) to route desired channels to the Telestream Audio Capture Device. The DAW adds an output from the DAW directly to ScreenFlow, while leaving your workflow untouched.

Deactivating Your ScreenFlow License

Note: Use this method only if you purchased ScreenFlow directly from the Telestream Web Store. If you purchased ScreenFlow from the Mac App Store, refer to the Mac App Store installation and upgrade instructions.

If you want to use your ScreenFlow license on another computer, you must deactivate it first.

Note: You must log in as an administrator. If you don't have an administrative account, create one in order to continue.

To deactivate the ScreenFlow license, do the following:

1. Launch ScreenFlow.

2. Select *ScreenFlow > Settings* and click the *Licenses* tab.

   See *Licenses Settings Tab*.

3. Click *Deactivate* to deactivate the license on the computer. Now, you can use the same license in ScreenFlow running on another computer. Please allow 15 minutes before reactivating your license.

Removing ScreenFlow from Your Computer

To uninstall ScreenFlow, open the *Applications* folder and drag the ScreenFlow application to the trash.

Note: The ScreenFlow license is stored separately, so you don't need to re-activate your license if you reinstall ScreenFlow.

To completely remove a version of ScreenFlow that has been upgraded to a newer version, do the following:

1. Save any work in progress, and make sure ScreenFlow is not open.

2. Open a new Finder window.

3. Select the GO menu at the top of screen, press and hold the Option key and select the Library that is displayed.

4. In the Library folder open the Caches folder.

5. Delete all folders that start with net.telestream.ScreenFlow (4/5/6/7/8/9).

6. Open a new Finder window.

7. Select the *GO* menu at the top of screen, select
   Computer > [your computer name] > Library > Preferences.

8. In the *Preferences* folder, delete all folders that start with net.telestream.ScreenFlow (4/5/6/7/8/9). You will be asked for your admin password.

9. Delete all of the following files:

   – ~/Library/Preferences/WSG985FR47.net.telestream.ScreenFlowhelper.plist

   – ~/Library/Saved Application State/net.telestream.ScreenFlow6/7/8/9/
     10.savedState

   – ~/Library/Application Support/ScreenFlow/Global Library

10. Select the *GO* menu at the top of screen, select
    Computer > [your computer name] > System > Extensions.

11. Delete this file: TelestreamAudio.kext.

Note: Some of these files may not be present, because the associated feature was not used.

Note: You may need also to reactivate your license.

Launching ScreenFlow

To launch ScreenFlow, follow these steps:

1. Open your *Applications* folder.

2. Drag ScreenFlow onto your dock bar.

3. Click the ScreenFlow icon to launch the application.

ScreenFlow displays a *Welcome* window.

Tutorials

Take the following three tutorials before beginning your first ScreenFlow document. You'll gain a basic familiarity with the program before you begin a project.

First, record or import video. Next, edit the screencast. Finally, export your finished video to a file or publish it directly to a video hosting service.

Topics

Tutorial 1: Recording a Screencast

Before creating a video for publication, record a few sample screencasts. This will familiarize you with ScreenFlow recording options. First, select the sources you want to record. Then, record a screencast.

Selecting Your Sources

To select your video and audio sources, do the following:

1. Connect any external video or audio sources to your Mac by cable.
2. On the *Welcome* screen, click *New Recording*.

   ScreenFlow opens the *New Recording* dialog, showing fields for selecting sources.
3. Check the box next to the first *Record* field to enable the field.
4. In the first *Record* field, click the arrows to the right of the field.

   ScreenFlow opens a drop-down menu of sources.
5. Click a source from the list that you want to record.

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Note: When you select *Computer Audio* as a source, ScreenFlow might display the message, *Recording Audio from other applications in ScreenFlow*. If it does, please consult *ScreenFlow 7.3.1: New Audio Driver* located on the Telestream Knowledge Base at: *New Audio Driver.*

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6. To add another source, check the box for another *Record* field, and select the desired source from the drop-down menu. Repeat this step for every source you want to add.

7. To add additional source fields, click the "+" icon toward the bottom of the dialog.

8. Click the icon containing an ellipse (...) to the right of a source field, to open advanced options for the source. Select the option desired.

Note: Also, you can select sources by navigating to *Configure Recording in* ScreenFlow Helper.

Recording Video and Audio

1. Click the *Record* button.

ScreenFlow enters a countdown mode before recording. You can change the length of this countdown.

2. After the countdown, create a short presentation.

3. To stop the recording: press Shift-Command-2 or select *Stop Record* from the *ScreenFlow Helper* menu in the upper-right corner of your display.

ScreenFlow captures all sources synchronously, whether audio, video, or both.

ScreenFlow combines display video and computer audio into one clip and saves the clip as an SCC file. ScreenFlow also combines camera video and microphone audio into another clip and adds it to your document.

When you stop recording, ScreenFlow opens your recording in the ScreenFlow *Editor* window with all of your recorded sources placed at the beginning of the timeline. The media elements on the timeline reference your document's stored media.
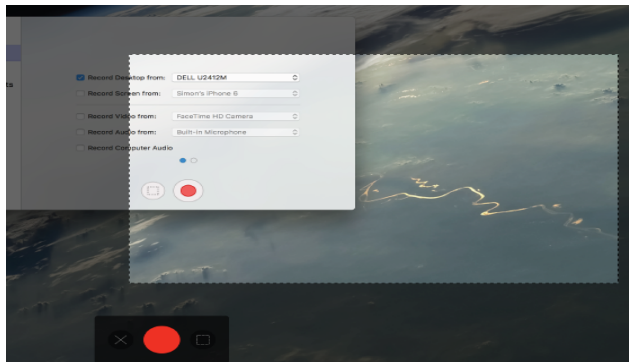
Capturing Part of the Screen

To record only a portion of the screen, do the following:

1. On the *New Recording* dialog, click the *Partial Screen Record* button to the left of the red *Record* button.

ScreenFlow darkens the screen and draws a rectangular capture area.

Figure 1. The ScreenFlow Capture Area

Note: While the rectangular selection is present, you can't interact with any windows on the desktop.

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2. Drag an edge or corner of the rectangle to resize it.
3. Click the *Record* button.

   ScreenFlow enters a countdown mode before recording. You can change the length of this countdown.
4. After the countdown, create a short presentation.
5. To stop the recording: press Shift-Command-2 or select *Stop Record* from the ScreenFlow Helper menu [icon] in the upper-right corner of your display.

   When you stop recording, ScreenFlow opens your recording in the ScreenFlow editing window with all of your recorded sources placed on the timeline.

You can cancel partial-screen capture, start the recording, or use presets to constrain the region you are capturing from the control strip towards the bottom of the screen.

For more information about partial screen capture, see the *ScreenFlow User Guide*.

Tutorial 2: Editing a Screencast

This tutorial introduces some basic ScreenFlow editing techniques.

For a description of the ScreenFlow user interface, see the *ScreenFlow User Guide*.

Note: Changes made on the timeline or in the *Editor* window do not alter your original recorded media.

Trimming a Clip

To trim a clip, do any of the following:

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- To trim the beginning of the selected clip, position the scrubber at the time you want the clip to begin, then press the W key or select *Clip > Trim Front to Scrubber*. This trims the clip up to the scrubber, thus changing the start time.

- To trim the end of the clip, position the scrubber at the time where you want the clip to end, then press the E key or select *Clip > Trim End to Scrubber*. This trims the clip after the scrubber.

- To shorten a clip, grab either edge of the clip and drag it inward toward the clip center.

- To lengthen a previously-trimmed clip, pull either edge out from the clip center.

Note: Trimming changes the amount of time the clip plays; it doesn't modify the referenced media file.

Adding Transitions

To add a transition, select a clip and do one of the following:

- Select *Clip > Add Starting Transition* to add a transition to the front of the clip.

- Select *Clip > Add Ending Transition* to add a transition to the end of the clip.

- Select *Clip > Add Starting & Ending Transition* to add a transition to both ends.

You can also create transitions between two clips by dragging one clip over an adjacent clip. The section where the two clips overlap is the transition.

Adding a Video or Audio Filter

To add a filter to one or more clips, follow these steps:

1. Select the video or audio clip to filter.

2. Select the *Video* or *Audio* properties tab, as appropriate.

3. Next to the *Filters and Effects* heading in the *Video* tab, or next to the *Audio Filters* heading in the *Audio* tab, click the (+) button.

   ScreenFlow displays the list of available filters.

4. Scroll through the list of filters. Alternatively, in the *Audio* tab, enter a filter name into the *Search* field and press Enter.

5. Select a filter, and click *Add* to add it to the filter list for the selected clip.

Note: If a manufacturer's audio unit plug-in does not work in a "sandbox" environment, it will not work in the Mac App Store version of ScreenFlow. Contact the manufacturer of the audio plugin directly for information on plugin sandbox support.

See Video Filters and Effects.

Tutorial 3: Exporting or Publishing a Screencast

This tutorial introduces techniques for exporting or publishing your screencast.

Note: ScreenFlow screencasts are not video files—they are saved as ScreenFlow documents (with a SCREENFLOW extension), which only ScreenFlow can open.

You can export screencasts to standard video file formats, or you can publish them directly to a video hosting service, such as Vimeo or YouTube.

The correct export settings for your screencast depends on the complexity of your screencast and the intended use of the video.

Exporting a Screencast

To export a screencast, do the following:

1. Select *File > Export* or press Command-E to export your presentation.

   ScreenFlow opens the *Export* dialog.

2. Select the desired settings for your screencast.

   See *The Export Settings Dialog* in the *ScreenFlow User Guide*.

Publishing a Screencast

To publish a screencast to a video hosting platform, do the following:

1. Select *File > Publish t*o [platform] for the platform desired.

   ScreenFlow opens the *Publish to* dialog for the chosen platform.

2. Select the desired settings for your screencast.

   See *The "Publish to" Dialogs* in the *ScreenFlow User Guide*.

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