

Voila Screen Capture For Mac

By Global Delight

Version 3.7



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I. General Information

Product Overview:

Voila is an “all-in-one” screen capture solution for the Mac. It Captures, Edits and Shares anything on your computer's screen in high quality. With Voila, it is possible to easily capture screenshots, stills and videos and then edit them with annotations and effects. After a screenshot is captured or recorded, the user can then share them on popular websites, send via e-mail or print using the button located on the UI. A complete set of tools including different capture shapes, webpage recording as well as easy sharing options make for a comprehensive and complete application that saves time and is easy to use.

Target Audience:

Voila was developed to revolutionize the way Educators, Students, Developers and Corporate Trainers communicate and collaborate. Voila makes it easy to create tutorials, lectures, courseware, documents, manuals and more.

Teachers and Students can use Voila as a useful tool to easily capture and edit content for research, projects and training purposes. This is also a great tool for casual users who can create a DIY Project, record a video chat or create an interesting digital album.

Pricing and Availability:

Voila v3.7 for Mac OS X was released on 6th February, 2014 and is priced at \$29.99 for new users. Pricing for Educational Institutions, NGO's and Non Profit Organizations; Available at 33% Discount for \$19.99 (USD).

Home Pack (Valid for 2 Macs): \$39.99

Family Pack (Valid for 5 Macs): \$74.99

Download Voila from the Global Delight store (<http://www.globaldelight.com>) and the Mac App Store.

Language: English and French

System Requirements:

Recommended OS – Mac OS X 10.6, 10.7, 10.8 and 10.9

Software Compatibility - Voila is built for Mac and interacts smoothly with all native Mac applications, and majority of 3rd party software and applications.

Recommended Hardware – Intel Core2Duo 1.83 GHz and above, 1 GB RAM

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II. Features and Overview

Video Capture: Voila allows users to record high-quality videos with audio on their Macintosh computers. It allows the user to capture the entire screen or any selection. Users of Mac OS X 10.6 and above have the option to additionally trim videos with QuickTime in Voila. This helps quickly create high-quality seamless videos that can be instantly shared on YouTube, FTP/SFTP etc.



Full and Partial Still Screen Capture: Voila has a dynamic and flexible capture option that covers every possible need and use. It can capture fullscreen or select parts with options to capture in a square, rectangle or freehand. Voila is also capable of capturing entire webpages along with details like Title and other metadata using Voila's in-built browser or any browser of choice like Safari, Google Chrome, Firefox etc. DOM Objects like menus and other page elements etc, can be easily captured and all then copy- pasted from Voila to other documents using the global shortcut menu.





Annotating Screen Captures: Voila is packed with powerful and creative editing options that enhance the value of capturing the screen. Annotate images with tools of different texts, shapes; blur options and speech bubbles (Callout). With the eraser tool, you can remove sensitive information.



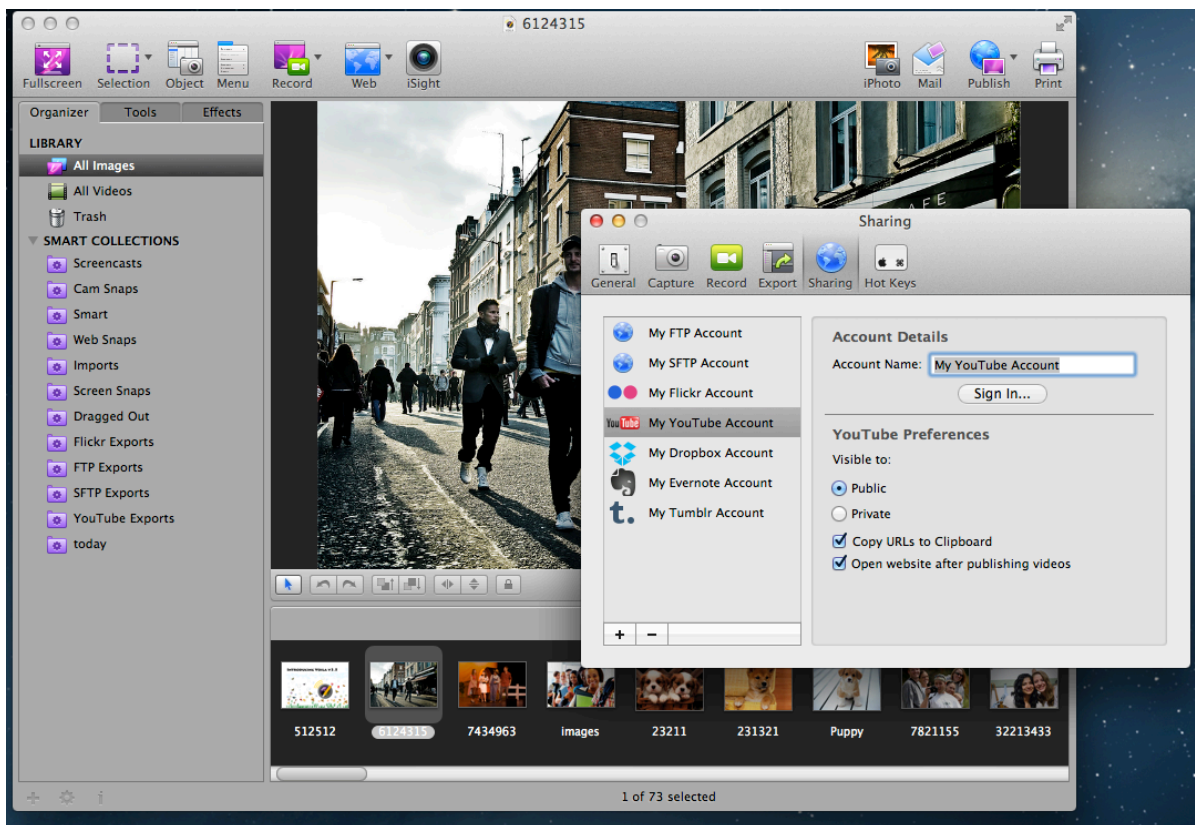
Voila has plenty of other effects too, like Filters, Edges, Crop, and Resize options to round off that perfect image. Use the spotlight feature to highlight or focus on a specific area.

Organization and Management: Voila comes with a “Smart Organizer” that helps maintain your collection of captured stills and videos easily and efficiently. The central library provides a database for every captured file and it can easily be accessed in the organizer drawer and viewed either in “Thumbnail view” or in “Cover Flow”. Voila allows users to group similar

images and videos using custom collections and labels. Add titles, tags and descriptions for easy identification and retrieval.

Sharing, Printing and Publishing Screen

Captures: Voila allows Captured stills and videos to be shared through email or uploaded to popular websites like Youtube, Flickr, Dropbox, tumblr and also to FTP/SFTP servers. Also, with Mavericks OS X, users can use the native login of Facebook, Vimeo etc to share captures. Images can be exported in PNG, JPEG, TIFF, PDF and GIF formats. Retina images can be scaled down by 2x before exporting.



III. New Features of Voila v3.7:

1. Record Screen captures at up to 60 FPS
2. Native Tagging with the new Maverick OS X feature
3. Scale down Retina images by 2x while exporting
4. OS integrated Facebook, Twitter, Flickr, Vimeo, Messages and Airdrop sharing (For OS X 10.8 and above)
5. Timer to set the duration of recording
6. Option to add capture date and time in the naming convention
7. Airmail Mail client support

IV. Getting Started with Voila

Introduction:

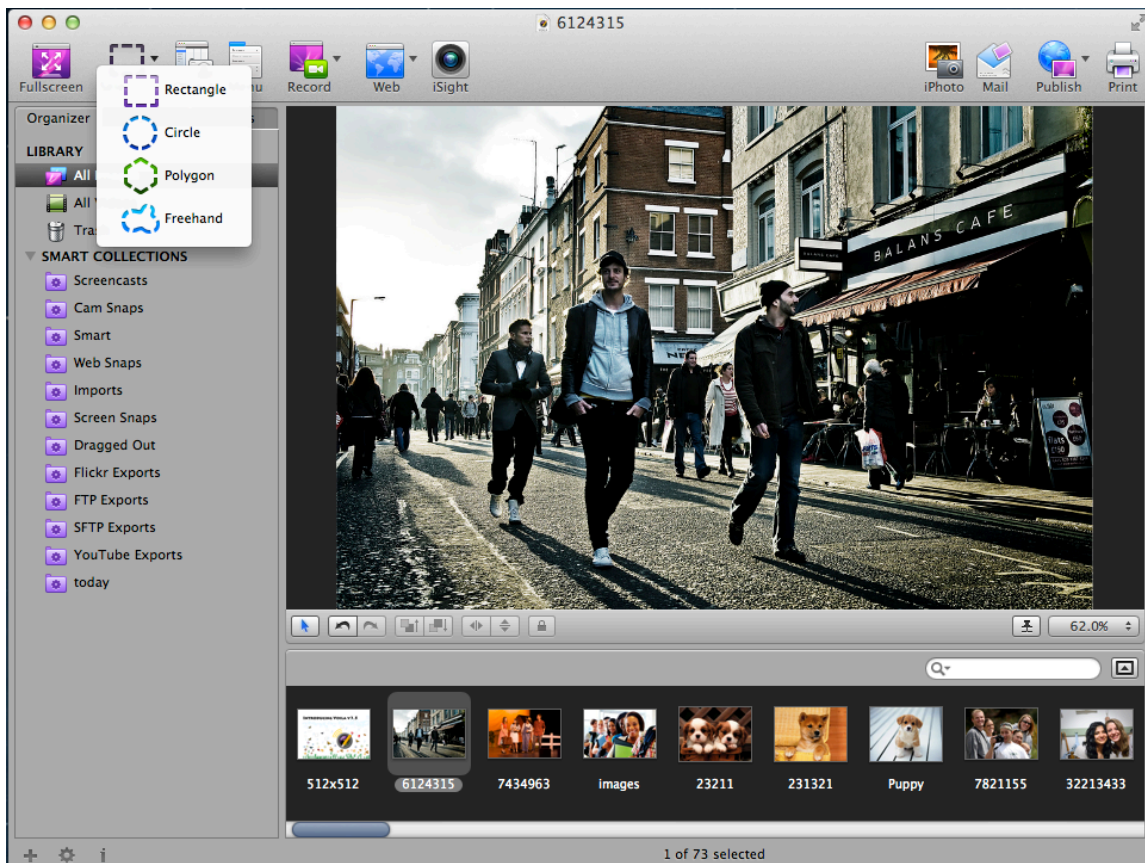
This section contains a walkthrough of some of the main functions in Voila. This guide explains how the application works by taking you through a step-by-step implementation of the most used and important features.

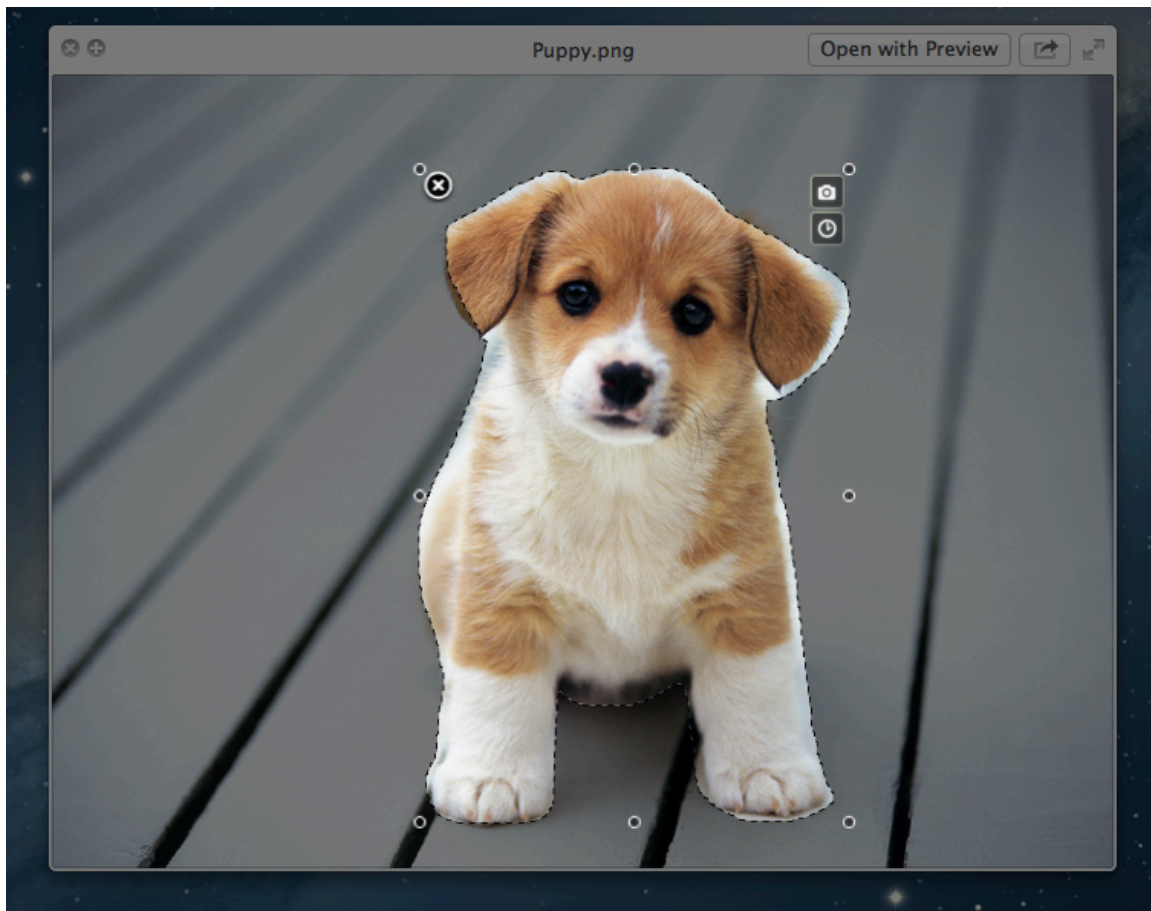
Capturing and Creating Images from the Computer Screen: Fullscreen Capture:

To perform a Fullscreen Capture

1. Click the 'Fullscreen' icon in the Voila toolbar. You can also select the 'Capture Fullscreen' option from the "Capture" menu or the "Status" menu.
2. The desktop is now captured.
3. The Voila window is put up (if set so in Preferences > Capture) with the captured screen in the Workbench Drawer.

Selection Capture:





Selection capture allows the user to select an area on the desktop. Selection capture has 4 different modes – Rectangle, Circular, Polygon and Freehand. The process is the same and for sake of simplicity, we will use the example of freehand selection. Other shapes function similarly.

To Perform Freehand Selection Capture:

1. Select 'Freehand' from the 'Selection' drop-down in the Voila toolbar. You can also select the 'Capture

Freehand' option from the "Capture" menu or select 'Capture Selection' from the status menu.

2. Crosshairs are displayed on the screen along with the *Coordinates and Info panels*. Click and drag the crosshairs to create a selection (you need to hold down the Shift key in order to create a perfect selection). To relocate the selection while creating, press the spacebar after you start the selection and drag it; to continue with the selection, release the spacebar. You can undo any selection by pressing Cmd + Z on the keyboard or clicking the "Close" button at the top- left corner of the selected area.

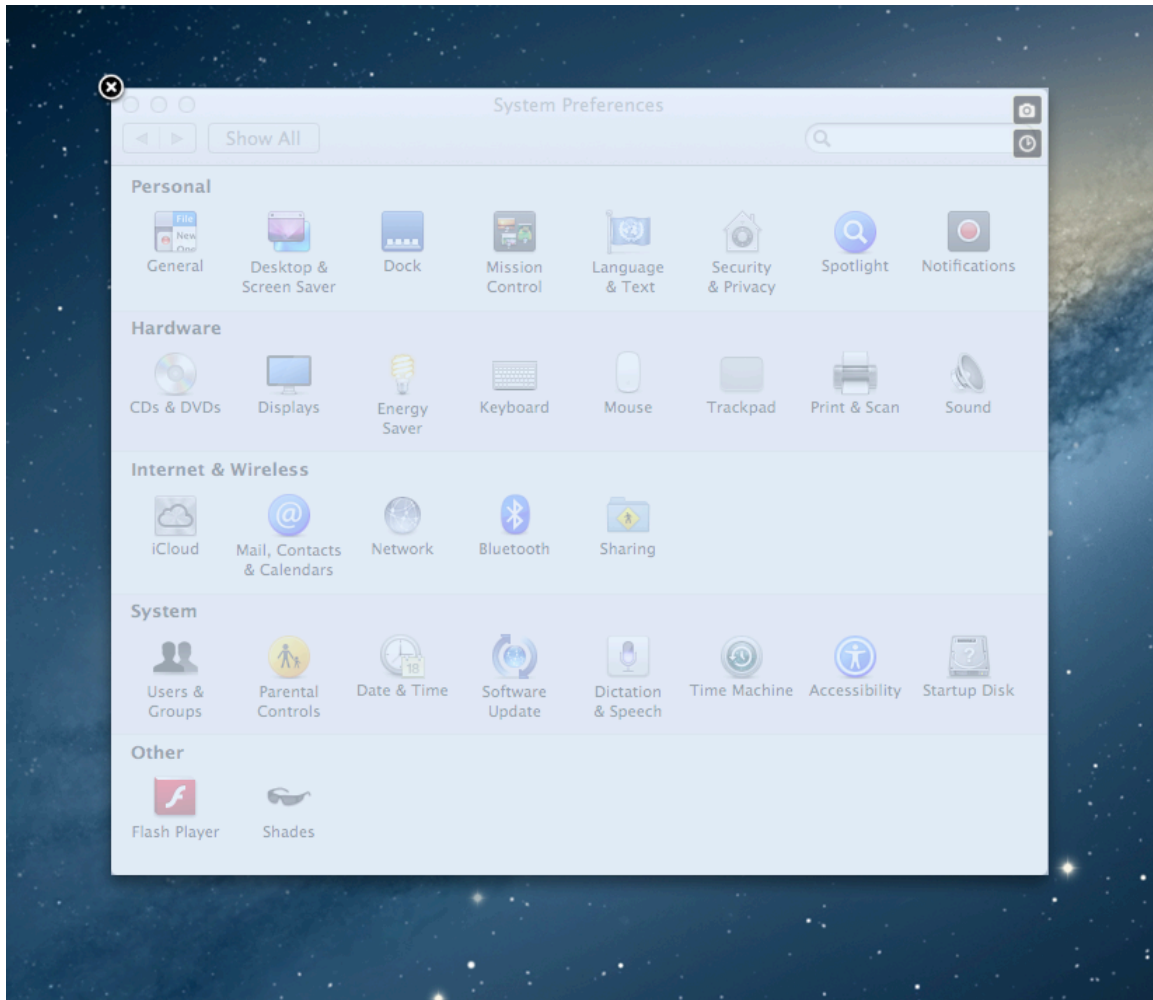
3. You can relocate the selection by clicking and dragging it. You can resize the selection using the resize knobs displayed on clicking on the selection. Pressing the "Cmd" while the selected area is selected changes the resize knobs to rotate knobs, using which you can rotate the selection.

4. After selecting the desired area, press the "Return" key on the keyboard or click the Capture button displayed on mouse hover over the selected area or double-click on the selection.

5. The Voila window is put up (if set so in Preferences > Capture) with the captured image in the Workbench Drawer.

Object captures:

Object capture can be used to capture an object or multiple objects and windows.



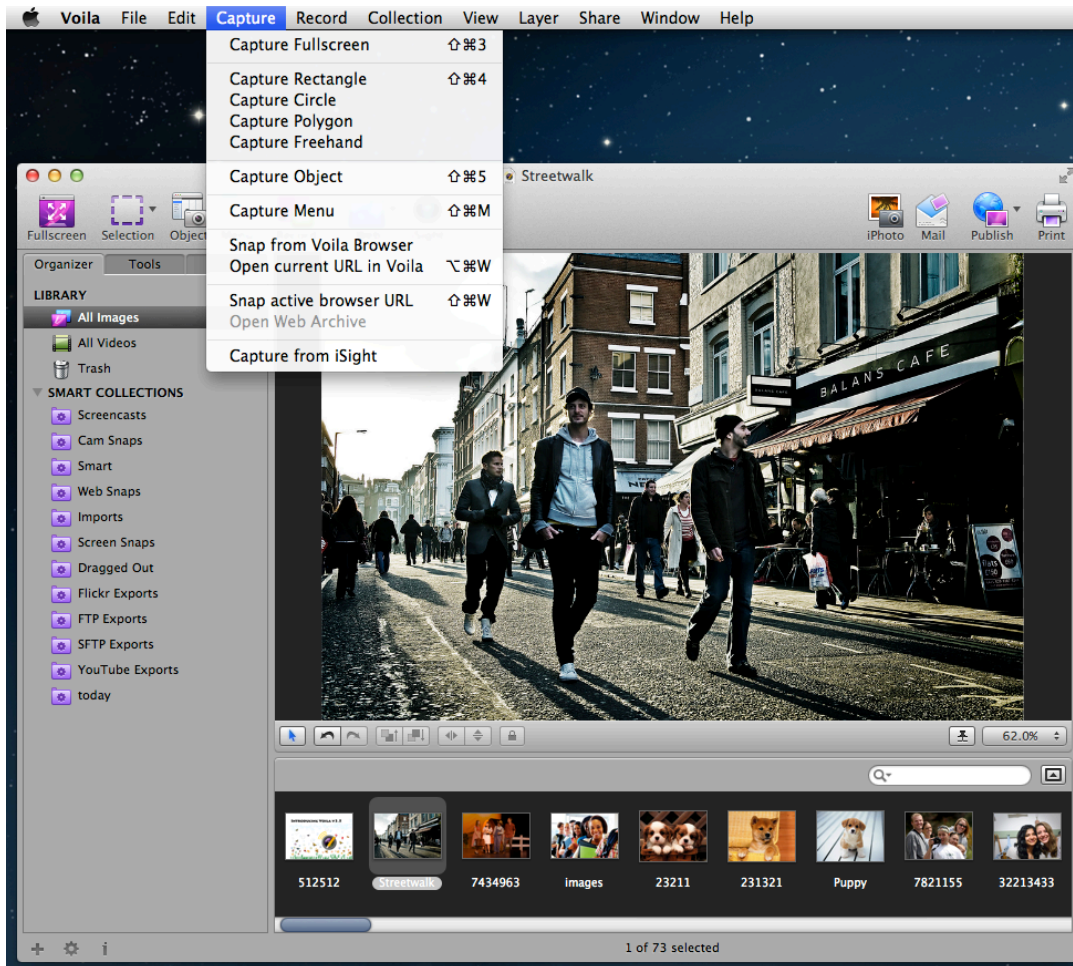
To Perform an Object Capture:

1. Click the 'Object' icon in the Voila toolbar. You can also select the 'Capture Object' option from the "Capture" menu or the "Status" menu.

2. Click on the required object to select it. You can undo the selection by pressing Cmd + Z on the keyboard or clicking the Close button displayed at the top-left corner of the selected object on mouse hover.
3. Press the Return key on the keyboard or click the Capture button displayed on mouse hover over the selected object or double-click on the selected object.
4. The Voila window is put up (if set so in Preferences > Capture) with the captured image in the Workbench Drawer.

Menu Capture:

Menu capture can be used to capture the menus of other applications as well as those of Voila.



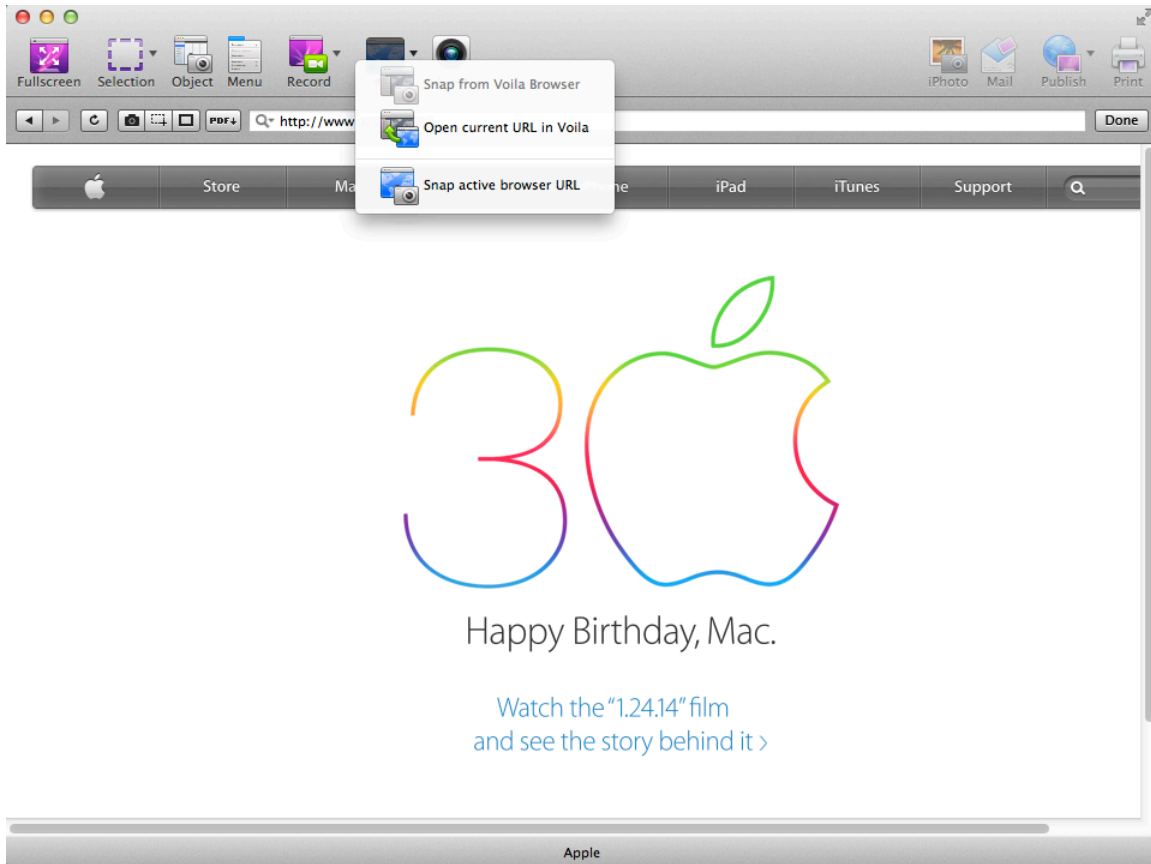
To Perform a Menu Capture:

1. Click the 'Menu' icon in the Voila toolbar. You can also select the 'Capture Menu' option from the "Capture" menu or the "Status" menu.
2. By default, Finder becomes the active application.
3. Select the Finder menu that you want to capture. Or you can also select another application and select a menu to capture.

4. Press Shift + Cmd + M to highlight the selected menu.
5. Press the Return key on the keyboard or click on the highlighted menu to capture it.
6. The Voila window is put up (if set so in Preferences > Capture) with the captured image in the Workbench Drawer.

Web Capture:

Web capture can be used to capture entire web page or parts of a web page directly from Voila or from an active Web browser such as Safari, Firefox or Google Chrome.



You can capture a web page using any of the following three options:

Web capture from Voila Browser:

You can perform Web capture from Voila:

1. By opening the required webpage using Voila built-in browser
2. By opening the current URL displayed in the active Web browser, in Voila browser

To open the required webpage using Voila browser:

- a. Select the 'Snap from Voila Browser' option from the 'Web' drop-down in Voila toolbar or from the "Capture" menu.
- b. In the Voila browser that is put up, type the URL in the URL box. You can also search for a webpage using the Google search option.

To open the current URL displayed in the active Web browser:

- a. Select the 'Open current URL in Voila' option from the "Web" drop-down in the Voila toolbar or from the "Capture" menu or the "Status" menu.
- b. The webpage currently displayed in the active Web browser is put up in the Voila browser and can be captured, made into a PDF.

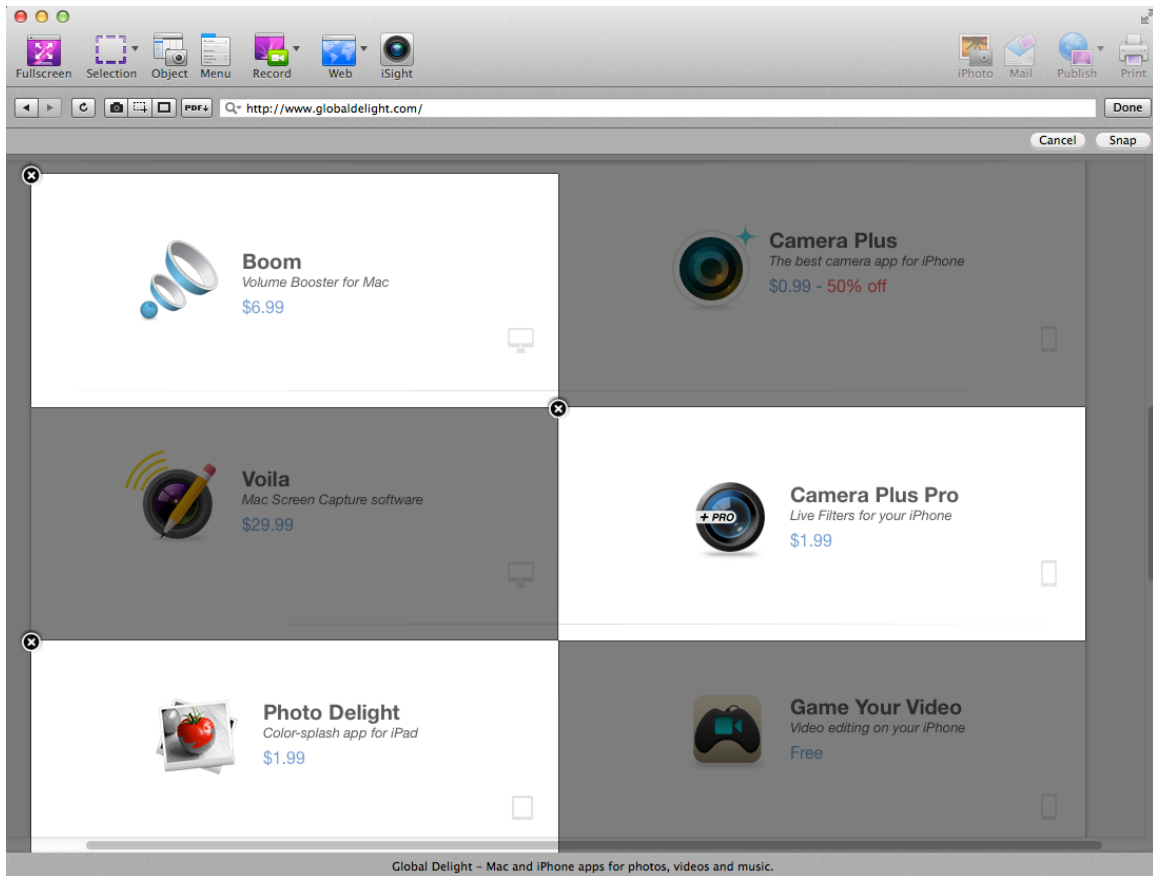
Performing Capture Operations on the Webpage Displayed in the Voila Browser:

To capture the entire webpage:

1. Click the 'Snap webpage' button to the left of the URL box.
2. You can browse to other webpages in the Voila browser and capture them in the same manner.
3. To go back to the Organizer, click "Done" button at the top right of Voila browser.
4. The captured images are displayed in the Capture tray.

To Capture a Specific Scrolling Region of the Webpage:

1. Click the "Snap Selection" button to the left of the URL box.
2. Click and drag on the webpage to create a selection. To undo a selection, press "Cmd + Z". You can also resize and relocate the selection.
3. The user can select multiple regions to be captured by clicking and dragging. To cancel an individual selection, click the "Close" button displayed at the top-left corner of the selection on mouse hover.



4. After selecting all the required areas, press the “Return” key on the keyboard or click the “Snap” button in the scope bar or double-click on any of the selected areas.
5. To go back to the Organizer, click the “Done” button at the top right of Voila browser.
6. The captured images are displayed in the Capture tray.

Recording Video:

Voila provides two types of Video Screen Recording:

1. Fullscreen and
2. Selection





Fullscreen Recording:

Fullscreen recording can be used to record any video that is on the entire screen.

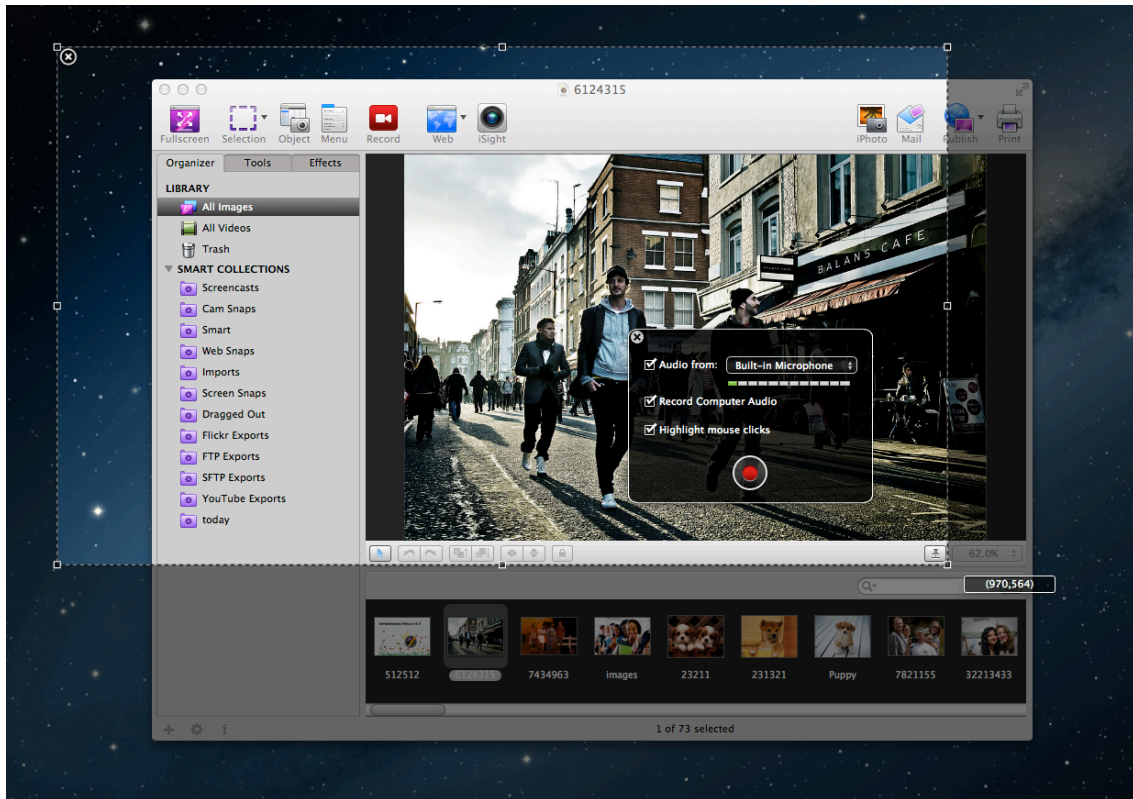
To Perform Fullscreen Recording:

1. Select the 'Fullscreen' option from the 'Record' drop-down in the Voila toolbar. You can also select the 'Record Fullscreen' option from the "Record" or "Status" menu.
2. The entire screen is selected and the "Start Record" button along with the recording options are displayed. Select the necessary settings for recording and click on the "Start Record" button to start recording.

3. The countdown timer is displayed; once the timer counts down from 3 to 1, recording starts.
4. The actions performed on the screen are recorded. To stop and save the recording, press “Shift + Cmd + Esc” on the keyboard or select ‘Stop and Save Recording’ from the “Status” menu.
5. The Voila window is put up (if set so in Preferences > Capture) with the recorded video in the Workbench Drawer.

Selection Recording:

Selection recording can be used to record a selection on the screen.



To Perform Selection Recording:

1. Select the 'Selection' option from the 'Record' drop-down in the Voila toolbar. You can also select the 'Record Selection' option from the "Record" or "Status" menu.
2. Crosshairs are displayed on the screen along with Coordinates and Info panels.
3. Click and drag on the screen to select an area (you need to hold down the Shift key in order to create a perfect square).

4. The “Start Record” button along with the recording options is displayed.
5. To cancel the previous selection and select another area, press Cmd + Z, which displays the crosshairs again. Please note that you can select only a single area on a single screen. The size and position of the selection can be changed.
6. Select the settings for recording and click on the “Start Record” button to start recording.
7. The countdown timer is displayed; once the timer counts down from 3 to 1, recording begins.
8. The actions performed in the selected area are recorded. To stop and save the recording, press “Shift + Cmd + Esc” on the keyboard or select ‘Stop and Save Recording’ from the “Status” menu.
9. The Voila window is put up (if set so in Preferences > Capture) with the captured video in the Workbench Drawer.

Note:

You can add a time period to stop the recording after a specific duration.

Video Editing:

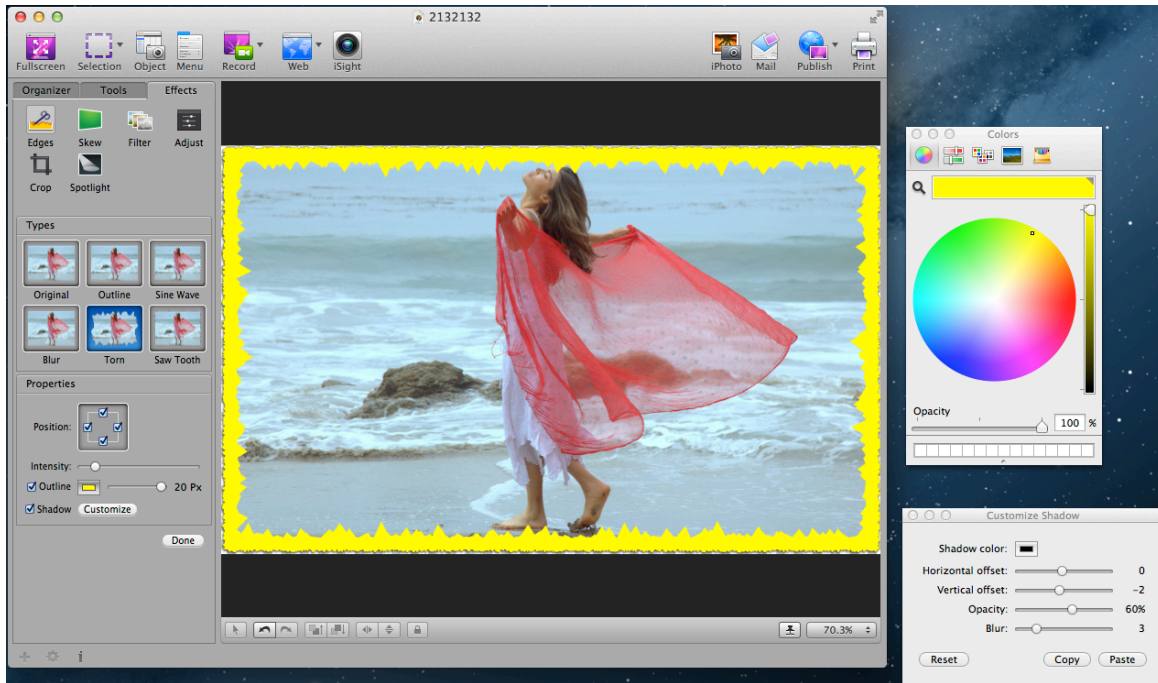
After recording video, the user has the option to trim unwanted portions using QuickTime. To perform this function:

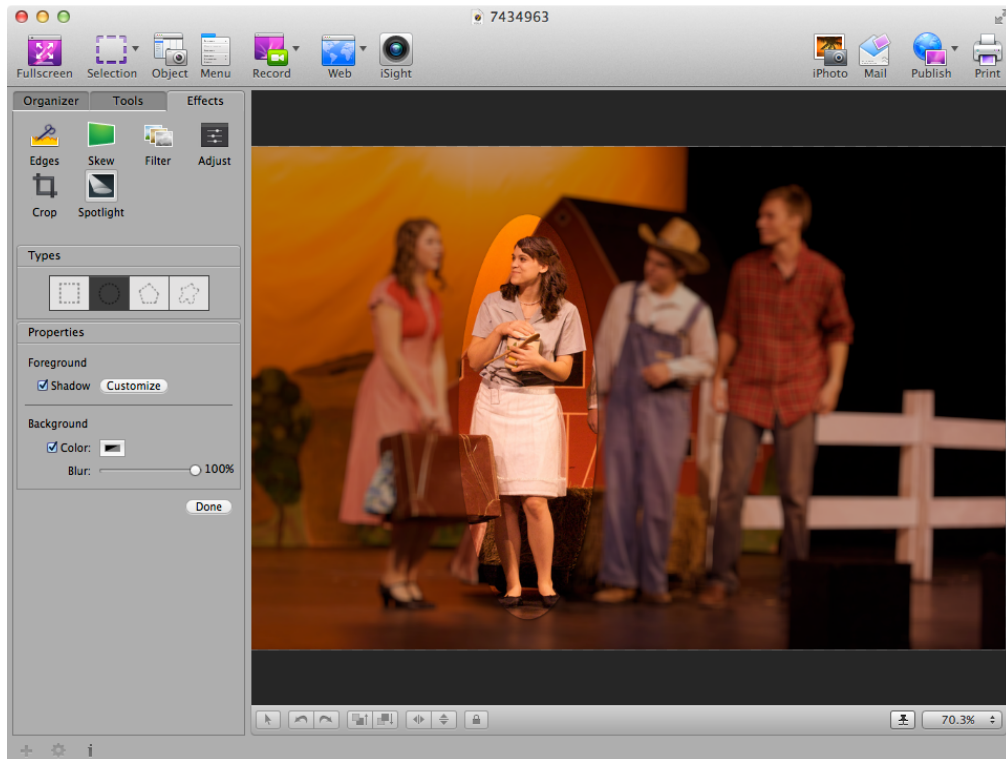
1. Select the video that you wish to trim.
2. Select the “Trim Video using QuickTime” either from the “Edit” option in the “Status” menu or by right clicking on the required video in the Capture Tray.
3. This opens the video in QuickTime; you can now trim the video.
4. Once done, click the “Save As” option. This allows the user to either replace the original video in Voila or save the video in a new location.

Effects:

Voila provides various kinds of effects that can be added to the images.

1. Edges
2. Skew
3. Filter
4. Adjust
5. Crop
6. Spotlight





To put up the Effects pane for applying effects to an image, select the image in the Organizer and click the Effects pane.

Applying any of the effects and clicking the “Done” button displayed with the respective effect flattens the image and cannot be undone. You can also flatten the image by selecting “Flatten Image” from the “Edit” menu.

Once the image is flattened, the individual annotation layers will not be available for further modification. However, the annotations that are added after the image is flattened can be modified.

While in the Effects pane, you also cannot select the annotations on the image.

To revert to the original image, select “Revert to Original” from the “Edit” menu, which discards all annotations (refer Adding Annotations) and effects added to the image.

Sharing Options:

You can share your images and videos by emailing, publishing or printing (only images). With Evernote, Tumblr and Dropbox compatibility, users can share and save captured files to these services along with

YouTube, Flickr and FTP/SFTP. In addition, Voila has Mavericks OS X integrated Facebook, Twitter, Flickr, Vimeo, Messages and Airdrop sharing (For 10.8 and above OS).

You can also send your captured and annotated images to the iPhoto collection and export the videos using QuickTime export.

iPhoto: To Export Image(s) to iPhoto:

Select the image(s) to be exported and click the “iPhoto” icon in the toolbar. You can also select “Send to iPhoto” from the “Share” menu or from the Contextual menu displayed by control- clicking the image thumbnail.

The iPhoto application is launched. The imported image is added to the iPhoto application under a new collection "Import from Voila".

QuickTime:

To export a video using QuickTime (Global Delight Webstore version):

Select the video to be exported and then select “Export Video using QuickTime” from the Share menu. You can also select the option from the

contextual menu displayed on control-clicking the video thumbnail.

In the “Save exported file as” sheet that is put up, select the required options and click “Save”. The video is saved in the selected location in the selected format.

For the Mac App Store Version, you can export in different formats like 480p, 720p and 1080p amongst others.

You can share your images and videos by emailing, publishing or printing (only images). You can also add your captured and annotated images to your iPhoto collection and export the videos using QuickTime export.

Email:

To Email Image(s) and Video(s):

1. Select the image(s) and video(s) to be mailed and select the “Mail” icon in the toolbar. You can also select “Send to Mail” from the “Share” menu or from the contextual menu displayed on control-clicking the image/video thumbnail.

2. The default mail client selected in Preferences > Export is launched with the selected image(s) and video(s) added as attachments.

Note:

You can directly drag and drop the image(s) and video(s) in the email client to add them as attachments.

The .voila (image) and .mov (video) files are zipped before being attached to Microsoft Entourage.

Also set Voila up to Share and Publish Captured Stills and Videos on YouTube, Flickr, Dropbox, Evernote, tumblr and FTP/SFTP. After a one-time setup, login details to these accounts will be saved and the user can upload them by selecting their preferred service from the “Publish” menu.

To Publish/Share Captured Files:

Taking YouTube as an example: Once your account is configured



1. Select the video(s) to be uploaded and select your account in 'YouTube' from the 'Publish' icon on the top right corner of Voila.

2. You can also select your YouTube account in "Publish" from the "Share" menu or from the contextual menu displayed on control-clicking the image/video thumbnail.

Overview Video of Voila:

Please visit: <http://bit.ly/dIN4Sd>