

Proc 14502_EDITING Video Projects (iMovie)

OVERVIEW

1. Creating a New Project
2. Importing Video from Camera or Tape
3. Skimming Video
4. Creating a Movie
5. Trimming Video Segments
6. Adding Still Images
7. Creating Still Images from Video
8. Adding Music & Sound Effects
9. Adding Voice Overs
10. Adding Transitions, Titles & Credit Rolls
11. Video & Audio effects & Adjustments
12. Advanced Tools

CREATING A NEW PROJECT

1. Click the iMovie icon
2. Click File in toolbar
3. Click on New Project
4. Name your project
5. Choose Standard aspect ratio (unless you have shot your footage in widescreen, then choose widescreen) Click create.
6. You have just created a new project
7. Find your project in the future by clicking "Project Library"

IMPORTING VIDEO FROM CAMERA

1. Connect camera to USB cable.
2. Connect other end of cable to computer port on the back of the computer.
3. Wait for source material to appear (your video footage) in pop up window – there are times when iMovie does not immediately recognize your camera. If this happens, simply close iMovie (leaving your camera connected) and reopen it.
4. Ensure Import is set to Automatic
5. Click the Import All button
6. If you do not wish to Import all footage set Import to Manual
7. Deselect clips you do not wish to import
8. Name your Footage
9. Click Import
10. File will appear in Event Library in the folder of the current year

SKIMMING VIDEO

1. Select an Event from the Event Library
2. Move the Cursor over the Video Clips
3. To watch video under the cursor, press the spacebar
4. To pause video and return to skimming, press the spacebar again

CREATING A MOVIE

1. Use cursor to highlight desired segment of video clip framing the clip in yellow
2. Adjust selection if desired by dragging yellow frame left or right
3. Drag highlighted segment into Project Window
4. Continue to add video segments to build your Project
5. Clip will insert at the vertical green bar
6. Rearrange clips by highlighting and dragging to desired location in your Project
7. Remove clips by highlighting and pressing the delete key

TRIMMING VIDEO SEGMENTS

1. Use cursor to highlight unwanted footage
2. Press delete key
3. To undo this action select Undo from the Edit heading in the toolbar

ADDING STILL IMAGES

1. Upload photos from your camera by connecting camera USB cable to the computer port
2. Open iPhoto
3. Select photos you would like to import and click Import Selected, or select Import All to import all photos
4. In iMovie, select camera icon from the middle right of screen
5. Choose desired photo
6. Drag your photo to desired location in Project screen
7. Image is automatically added with Ken Burns Effect
8. To remove this motion effect or change other properties in your still, refer to the Effects & Adjustments section

CREATING STILL IMAGES FROM VIDEO

1. Position cursor over video in events until you see the desired image in the preview screen
2. Hold control key and click on video clip (or right click on mouse)
3. Select Add Still Frame To Project from drop down menu
4. Still image will appear in your project
5. Click and drag image to desired location in project
6. Image is automatically added with Ken Burns Effect
7. To remove this motion effect or to change other properties in your still refer to the effects and adjustments section

MUSIC & SOUND EFFECTS

1. To add ASCAP licensed music, original music or sound effects, use iTunes to import CD or Files. They will then be available to select through iMovie under the music note icon
2. Select music note icon from middle right of screen
3. Select from the list of options in the drop down menu
4. Click and drag effect or song above desired clip in your Project
5. Click and drag the ends of the audio clip to alter position and duration
6. To control sound levels and other features, refer to the Effects & Adjustments section

VOICE OVERS

1. Select microphone icon from middle of screen
2. Point and click cursor at desired start location in your Project
3. A countdown will start in the preview screen
4. Begin the voice over at the end of the countdown
5. Click red flashing button beside the word Recording in preview screen to stop recording
6. You can click and drag the voice over to another location
7. To control sound levels and other features please refer to the effects and adjustments section

ADDING TRANSITIONS

1. Select Transition Icon from the middle right of screen (box with "X" in the middle)
2. Select desired transition
3. Click and drag selected transition between clips
4. Transition will move to green highlighted bar
5. To delete a transition highlight the transition and press delete key

ADDING TITLES

1. Select Text Icon from the middle right of screen
2. Click and drag desired Title Page style over video or still in Project
3. If you do not wish to place over existing still or video, drag to desired location and choose a background from the pop up menu
4. Select Show Fonts button in preview screen and choose a font size, color, and style
5. Highlight text and type your text in its place in right preview screen
6. Click Done when complete
7. To alter text clip further please refer to the effects and adjustments section

ADDING CREDIT ROLLS

1. Select Scrolling Credits from Titles Icon in middle right of screen
2. Drag over video or still image or select a background from the pop up menu
3. Click the Show Fonts button in the preview screen to select a font size, style, and color
4. Highlight text and type your credit roll
5. When complete, click Done in preview window
6. Depending on the number of credits in the roll, it may be necessary to adjust the speed of the roll.
7. Refer to the Effects & Adjustments section to lengthen your credit roll

CLIP ADJUSTMENTS

1. In the lower left corner of each video, audio, and text clip you will see an effects Gear Icon when rolling your cursor over this spot
2. Click to reveal a drop down menu with the following options
3. Clip adjustments: In this window you can select the number in the duration field to change the length of a still image, text clip, or credit roll
4. Highlight the existing number and replace with desired length of time
5. To select a video effect click the bar that reads None
6. Roll over the effect options with cursor to see the effect on your video in the preview screen
7. Click effect to apply to your video clip in your Project
8. Selection can easily be changed by choosing another effect
9. Select Done when effect is chosen
10. To adjust the speed slide the speed bar to the rabbit to make your video clip faster, and to the turtle to make your clip slower
11. Select Reverse to play your clip backwards
12. Select Stabilization to stabilize shaky footage
13. Click Done when satisfied with clip adjustments

VIDEO ADJUSTMENTS

1. In this window you can adjust exposure, brightness, contrast, saturation & white point of a clip
2. Click and move the slide bar for each level
3. You will see the change of each setting on your clip in the preview window
4. You can also select Auto for a default level correction
5. When finished click Done

CROPPING

1. To crop a selection of video or still, click the gearbox on a clip then select Cropping & Rotation
2. A green frame will appear around your image
3. Grab the corners of the frame with your cursor to close in on a specific area in your image
4. Move cursor to middle of frame to reposition frame
5. Click Done and the areas outside of the frame will be cropped out

KEN BURNS

1. When adding a still image, Ken Burns Effect is automatically added
2. This is a slow pan across the image
3. To deselect so that no motion is in your still, click Fit in the preview window
4. To re-apply simply click Ken Burns
5. You also have the option to change the path of motion by moving the start (green) and end (red) boxes in the preview window to a desired location
6. When satisfied click Done

ROTATION

1. Click the arrows in the preview window to rotate a still image or a video clip
2. When satisfied click Done

AUDIO ADJUSTMENTS

1. Volume allows you to slide the level from loud (500%) to mute (0%) for your video clip
2. Ducking allows you to lower the volume level of all secondary audio clips
3. Fade In and Fade Out are set to auto
4. Select manual to increase or decrease the length of a Fade In or Fade Out in an audio clip
5. You may choose to normalize Clip Volume for each clip of video in your Project (this helps to remove unwanted distortion, but it will not correct poorly recorded audio)

ADVANCED TOOLS

1. Ensure that Show Advanced Tools is checked in iMovie Preferences from iMovie drop down in toolbar
2. Select a video clip from your Events or a still from the camera icon drop down window
3. Drag selection into a clip in your Project
4. The following options will appear
 - REPLACE - Replaces the clip you place it on
 - INSERT - This will interrupt the video for the duration of the clip you have placed over the video and then resume when the clip is over
 - AUDIO ONLY – Will insert audio only into your Project
 - CUTAWAY - This will interrupt your video only, leaving the audio on the existing clip in your Project, and replacing the video with your selection for its duration
 - PICTURE IN A PICTURE - This gives you the ability to create a smaller picture inside a clip. You can change the size and position in the preview screen by clicking and dragging image with your cursor. Click Done when satisfied
 - SIDE BY SIDE – will display both clips on the screen side by side
 - GREEN SCREEN - Select video that has been recorded in front of a green screen. You can select the Gear Icon in your inserted footage just as you can in any clip – adjust Exposure, Brightness, and White Point to correct any problems with the key level.
 - BLUE SCREEN - Select video that has been recorded in front of a blue screen. You can select the Gear Icon in your inserted footage just as you can in any clip – adjust Exposure, Brightness, and White Point to correct any problems with the key level.

- Still image or video that will be used for background must be placed in the project first. It should be equal to or longer than the length of the clip that will be used with a green screen. Drag green screen clip on image or video that was just placed in the project. Adjust crop, exposure, etc. to maximize the quality of the key.

To undo any addition to your Project simply highlight insert and press the delete key or choose undo from the Edit drop down in the tool bar.