# **GUIDE B – EDITING YOUR OWN CONTENT**

### PART ONE – WINDOWS MOVIE MAKER

 Open up Windows Live Movie Maker. You can find this under Start → All Programs → Windows Live Movie Maker. Your interface should look like this: You may have access to other software. Use whichever software you are most comfortable with.



2. Select 'Add videos and photos'



Navigate to the folder where your videos are saved and select the ones you want to use. Adding Photos.

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🗃 Libraries	Name	Date modified Typ
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🁌 Music 🕴	VID_20131021_163552.mp4	21/10/2013 4:35 p 3GP
🛃 Videos		
Computer		
🚢 Local Disk (C:)		

**3.** Windows media only accepts some file types. There are two ways you can try changing the file to an accepted type Firstly, you can try changing the file extension by renameing the file. Just add '.mov', '.mp4' or '.wmv' to the

 ID\_20130917\_101037

 ID\_20131021\_163552.mp4

end of the file and the file type might change

Secondly, you can look for file converting technology through google. Through these programs you can convert your unplayable video to a more common and playable video type. Some good options are: <u>http://www.nchsoftware.com/software/converters.html</u> (free trial) <u>http://www.zamzar.com/</u>(free website)

**4.** Once you have added all the files that you wish to use, they will appear in your timeline. Now you can begin the editing process. You can always add more clips to the timeline throughout the process.



- Arrange the files in the rough order that you want them. Watch through the film to see what works and what doesn't. You can always move clips around further down the process.
- 6. Now you can begin resizing the clips. There are multiple ways of doing this. Begin by going to the edit tab.

While this is the easiest option, it is the least reliable.



The first way is using the 'Split' tool.

- Select the clip you want to cut.
- Play through the clip. When it gets to the point where you want to cut it, pause. Then click the split tool.
- You should now have two separate clips.
- You can either use both parts of the clips or delete the part that you don't want to use.
- You can split one clip at several different points.

The second way is by using the 'Trim tool'. There are two ways of doing this. The first way is similar to using the split tool.

Watch through the clip until you get to the point where you want it to start in your final movie.

	∔ Set start point
Trim tool	🛁 Set end point

- Select 'set start point'. This will remove any footage from your clip that comes before this point.
- Continue through the clip until you get to the part that you want to end the clip on and select 'set end point'. This will remove any footage on the clip that occurs after this point.

The other way to trim your clip is by selecting the 'Trim tool' button.

	∔ Set start point
Trim tool	🛶 Set end point

This will open up a new tab.

If you want to make the duration of a photo shorter, these methods will not work. Instead you must 'retime' the photo. Do this by changing the 'duration' under the edit tab.

🕘 Speed:		Ŧ
谢 Duration:	7.00	Ŧ



Within this tab, you can adjust the beginning and end points for your clip by either

- Playing through the clip and clicking the 'Set start point' and 'Set end point' buttons,
- Typing in the time code for the start and end points into 'Start point' and 'End point' boxes, or
- Dragging along the handlebars on the timeline to your desired positions.

You can use a combination of all the different methods to manipulate your clips.

At the end of this process your timeline should look something like this:





 Once you are happy with the structure of your film you can begin to edit the sound.
 You can edit the sound on each individual clip under the 'Edit' tab.

For finding music and sound effects refer to Guide A



If the sound in some clips is quieter or louder than the others, you can adjust the volume, using the 'Video volume' button, on the individual clip so that the sound levels match up across the film. You can add fades to clips by selecting the clip you want to apply the fade to and selecting an option under either the fade in or fade out pull-down menus. You can choose from a slow, medium or fast fade. Next you can add music and/or sound effects to the project. It is easiest to do this by adding only one track at a time.



When you add music by using the 'Add music' button, the music will automatically start at the beginning on the film and will cover the duration of the film, or until the song ends. However once the track is in the timeline you can move the track around to the desired position in your film.

By adding music via the 'Add music at current point' option, the music track will slot into the timeline where the playback bar is currently located.

Once music is added to your film, a new tab will appear.



As before, you can apply fades to the music soundtrack and adjust the volume the same way you did for the individual clips. You can also adjust the length of the song, and the sections you wish to use the same way that you adjusted the video clips before, using the 'split', 'set start point' and 'set end point' buttons.

- 8. Finally when you are happy with the way your film is looking and sounding you can add in titles transitions and effects.
  - a. You can add titles, captions and credits under the home tab.



Just click on whichever one you want to add to the film and a textbox will appear.



Type in your text and click outside of the window to save it. If you want to change the text at all you can double click on the text in your timeline and the textbox will reopen. You can move the title around to different positions in the timeline. When a title is selected a new tab will become available. Within this 'format' tab, you can adjust many of the different aspects of the title.



Here you can change the font and the size. You can also change the duration of the text, the background colour and add effects to the text. If you want your title to appear over one of your clips, rather than a plain background you can use the caption button rather than the title button.

b. You can add transitions under the animations tab.



Here you can select different transitions including crossfades and a variety of wipes. By holding your mouse over a transition, you can preview it in the preview window. You can change the length of the transition using the 'duration' dropdown. If you want one transition across all of your clips you can select the 'apply to all' button.

c. Under the visual effects tab are a number of

In this animations tab there are also a variety of 'pan and zoom' effects. While these can be applied to your videos, they are more often used on photos to make them more interesting.



These effects range from basic such as black and white or sepia, to posterize, pixelate and edge detection. It is important to remember that when selecting an effect (or transition) it should match the mood and themes of your film.

Within this tab you can also alter the brightness of your clips. This is useful if there are shots across different locations where the lighting varies significantly.

Finally, under the Edit tab, you can change the speed of a clip.



**9.** Saving your file.

To export your project as a movie, under the home tab go to save movie and select 'for computer'.



Select the folder you want to save the file to and click 'save'. It will take a couple of moments to export the movie, depending on how big it is. Once it has saved, a window will pop up asking if you want to open the movie. Click open and review the film. If you notice any issues or changes you want to make, you can fix this on your timeline using previous steps. Then you can re-save your movie.

It is important for you to review your film once it is exported as mistakes are often not noticed until the last minute.

## PART TWO - iMOVIE

10. Open up iMovie.
You can find this by going to 'finder' → 'applications' → 'iMovie'.
Your interface should look like this.



- 11. Create an event. Go to File → New Event This 'Event' is where you will store all of your media and projects for this film.
- 12. Add your videos to the event. You can do this by going File → Import → Movies... Navigate to the folder where your files are saved and select the ones you want to use. Select 'Add to existing Event' and choose the one you have just created. Make sure 'Optimize video' is selected.
  Finally it is a good idea if you have enough space on your computer to Copy the files
  - rather than Move them. This ensures that you have a backup of the videos in case anything goes wrong.

#### 13. Your screen should now look like this:



**14.** Once you are happy with the order and length of your clips you can begin to edit sound.

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**15.** Click the sound button on the right hand side of iMovie to open up a range of songs and sound effects free to iMovie.

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📄 iMovie Sound Effects		
<ul> <li>iLife Sound Effects</li> <li>iTunes</li> </ul>		
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Name Alarm.mp3 Ambient Effect 1.mp3 Ambient Effect 2.mp3 Ambient Hit.mp3 Auto Close Door 1.mp3	Artist	Time 0:05 0:08 0:10 0:2 0:01
Name Alarm.mp3 Ambient Effect 1.mp3 Ambient Effect 2.mp3 Ambient Hit.mp3 Auto Close Door 1.mp3 Auto Close Door 2.mp3	Artist	Time 0:05 0:08 0:10 0:02 0:01 0:01
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You can also access songs that are in your iTunes. You can preview the sounds by selecting one and clicking the play button. If you want to add it to your project drag it to the desired part.

 You can change the volume levels and add fades on each of the clips by clicking the 'info' button.



You can create an audio bridge by right clicking on a clip and selecting 'detach audio' and then trimming the clip so that the audio covers more than just the clip.



Here is another good tutorial that focuses on sound editing: <u>http://www.youtube.co</u> <u>m/watch?v=jZ06TKZg360</u>

### **16.** You can add titles from the title tab.

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×			Titles
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Title Text Goes Here	TITLE TEXT GOES HERE	Text Here	Title Text Here
Drifting	Sideways Drift	Vertical Drift	Zoom
Title Text Here	Title Text Here	Title Text Here	Title Text Here

There are many different types to choose from with different themes and purposes such as opening titles, subtitles and credits. Remember to choose a style that reflects your film well. You can drag your title between to clips to select a background to appear underneath it.



Alternatively you can drag a title onto a specific clip and it will appear over the clip. You can shorten or lengthen your title by clicking on the edges and dragging. **17.** Finally there are a number of transitions under



You can drag and drop the transition of your choice between two clips.

**18.** Your final project should look something like this.



19. The final step is to export your film. To do this go to Share → Export Movie Here you can choose which size you would like to export your movie at. It is important to choose the size that is compatible with how you share it at a later date.

iMovie will show you which options work for which platforms. Select export.



important to watch it through. If you notice

any issues or changes you want to make, you can fix this on your timeline using previous steps. Then you can re-save your movie. It is necessary for you to review your film once it is exported as mistakes are often not noticed until the last minute.

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