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Getting Started

1. Turn all of the equipment on: DV deck, Miranda Box, and TV Monitor.
2. The “power” button is on the front of the computer.
3. When the computer is booting-up it will ask you to select a type of user: Vis70, Com21, or General. Choose your group and enter the password: imovie.

Creating Your Folder

1. Double click on the drive of the group you belong to: Vis70, Com21, or General.
2. Go to file (in the Menu) and select New Folder.
3. An “Untitled Folder” will appear in your drive.
Title the folder with your name and the month/day: Megan_OConnor_8/25.
iMovie Basics
How to Edit your Movie

Setting Up Your Project

1. Open iMovie by clicking on the icon at the bottom of the screen.

2. A dialogue box will appear. Click Create New Project, or Open Existing project if you are opening something you’ve been working on.

3. Type a title for your movie where is says Project.

4. Select the drive you are using Com21, Vis70, or General.

5. Select the folder you created earlier titled with your name/date.

6. Click Create

NOTE: If you didn’t create a folder earlier you can create one inside this dialogue box, by clicking on the drive you want the folder to go into, and then clicking New Folder. Type your name/date and then repeat steps 3-6.

Hint! Think about the metaphors. The computer screen is like a desktop. The hard drive is like the drawers of the desk where all the important stuff is stored. Since many people use these iMovie computers there are specific drawers for different groups, and there are folders within the drawers to further organize. One of these folders will be yours!
1. Double check that the Miranda Box (the purple box), the DV deck, and the TV are on.

2. Make sure that the Miranda box settings are correct. They should be “525, Component, no lights on for Aspect Ratio, Balanced, 48kHz, and Auto”. Lights indicate when something is selected.

3. In advance of capturing and with the deck in Local insert your tape and play it. Your audio levels should be peaking at 0db on the Miranda box. If the sound is too loud it will distort in playback, if it is too soft you won’t be able to hear it, turn the audio level knobs on the Miranda box so the loudest sounds are just hitting the 0db mark. Now switch the deck to Remote.

4. In iMovie switch to “Camera Mode” by clicking.

5. Use the iMovie Play/Fast Forward buttons to cue your tape.

6. Press Play to roll your tape, then press Import to capture (you must press play first in order to capture). Press Stop when finished. Do not capture more than 5-10 minutes at a time. It is hard for the computer to handle longer clips, and you risk the computer crashing later.

7. Your captured footage will appear in the clips bin. To capture more repeat steps 5 and 6.
1. Switch to “Arrange Clips” and switch to “Edit Video”.
2. Add and arrange your clips in the clip viewer by clicking and dragging them down into the line-up with the mouse as shown below.

NOTE: To save a copy of your clips in the bin click Option and hold it while you drag the clip into the line-up.
3. Make fine time adjustments to your clips by switching to the “Edit Timeline”.

4. Lengthen or reduce the view of the timeline to make it easier to see and edit.
5. Position the Playhead where you want to trim and with the mouse click and drag left or right.

**NOTE:** You can extend clips but only if there is captured footage to extend to!

6. To split clips and rearrange them, position the Playhead where you want to split the clip then press the “Apple 🍎 and letter T” keys. Drag to rearrange.
iMovie Basics
How to Edit your Movie

Adding Titles

1. Click on Editing. Click on Titles. Type in your title. Choose a title style.
2. Now you can change the font, font size, color, style speed, and pause.
3. If you want the titles to be Over Black, and not over your video, check Over Black.
4. Finally position your Playhead where you want the title to go, and click Add.

NOTE: From this point on if you want to make changes to your title you need to select it in the timeline, make the changes, and then hit Update.
1. Click on **Editing**. Click on **Transitions**.
2. Position the **Playhead** between the clips where you want the transition to be.
3. Adjust the timing and click **Add**.
   
   NOTE: If you get a message that your clips are too short for your transition adjust the speed of your transition by moving the slider. Some clips may actually be too short for some transitions.
4. To adjust your transition once it is in the timeline, select it, make the changes, and select **Update**.
iMovie Basics
How to Edit your Movie

Adding Effects

1. Select Editing. Select Video FX. Select the video clip in the timeline to which you want to apply a video effect.
2. Select your Video Effect from the list. Adjust the Video Effect as you wish.
3. Select Apply.

NOTE: Some of the effects that you can apply to video clips are fast/slow motion, letterboxing, mirroring, and color adjustments.
iMovie Basics
How to Edit your Movie

Adding Audio Effects from our iTunes Library

1. Click on Media. Click on Audio. Click on iTunes. Preview the sound effect.
2. Position the Playhead in the timeline where ever it is that you want the effect to begin.
3. Click Place at Playhead.

NOTE: You may also find useful sound effects in the iLife Sound Effects folder.

Adding Audio Effects from your CD

1. If you want to add your own audio files to your project you must first drag them from your CD, and drop them into your folder located in your class drive.
2. Then place your Playhead at the beginning of where ever you want your sound to be in your timeline.
3. Go to File (in the Menu) and select Import, find your sound file (now located in your folder) and import it into your project.

NOTE: You cannot import directly from a CD, because iMovie needs to be able to read the file once the CD is removed, therefore, you must copy any sound files you need for your movie into your folder located on your group’s hard drive.
iMovie Basics
How to Edit your Movie

Editing Audio

1. To make subtle volume adjustments go to View (in the menu) and select Show Clip Volume Levels and Show Audio Waveforms.

3. Click on the timeline where the purple lines have now appeared and pull up or down to adjust.

NOTE: You can do this many times to get your sounds just right.

NOTE: “Show Clip Volume” effects the audio that you captured with your video. “Show Audio Waveforms” effects any additional sounds you add.

Extracting Audio

To separate audio from your video clips in order to rearrange the sound: Split the clip (T) on either side of the sound you want to move and go to Advanced (in the Menu) and select Extract Audio.
iMovie Basics
How to Edit your Movie

Recording Voice-over

1. To record a Voice-over, place the Playhead where you want your Voice-over to begin and select Media.

2. Locate the microphone and set the levels on the mixer, line 1. Make sure the +48v button is on (pressed in). Set the gain and main levels so the dials are at the “mid-night” position.

   This should give you good levels, but with softer and louder voices you may need to adjust the main level more. Check that your volume level is ok in the level meter located in iMovie. You do not want your volume level to hit the red lights, but you do want to see the green lights flickering while you speak into the microphone.

3. Finally, to record press the red button (on the right of where it says Microphone) and speak clearly into the microphone while watching your movie play. Press the red button again to stop recording. If it doesn’t sound good the first time select it, delete it, and try again.
Themes are pre-made animated intros that you can add to your iMovie projects. Each theme can be customized, to a limited extent, using your own images imported from a disc or from iPhoto and dropped into the drop zone areas provided. Some themes require more photos than others, and some themes have corresponding iDVD menus.

To Apply a Theme:
1. Select the Themes button.
2. Select a group of themes from the drop-down menu (where it says “Travel” in the picture above).
3. Preview the themes by clicking on the individual boxes, and waiting for them to load.
4. Click the “Show Drop Zones” button if you do not see the dark grey drop zone window, this window tells you how many images the drop zones require. The one above needs seven images. Select according to the number of images that you have.
5. Next drop your images into the drop zones, by clicking on Media and Photos, and then dragging and dropping your images into the numbered boxes, or try pulling your images into the numbered boxes straight from your folder on the hard drive.
iMovie Basics
How to Edit your Movie

Using Themes cont...

6. Now add a title in the Title box or boxes and watch the preview.
7. If you are happy with what you see then position the Playhead in the timeline where ever you want the intro theme to go (probably at the beginning) and click the Apply button.

Making Still Frames
for iDVD or other projects

1. Place the Playhead on the image that you want to make a still frame of.
2. Go to File, select Save Frame, save to your folder (create a new folder called “images” to help keep things organized).
3. Name your images (format should be jpeg) and Click Save.

Making Still Frames
for use in your video

1. Place the Playhead on the image from the video that you want to make a still frame of.
2. Go to Edit, select Create Still Frame.
3. A 5-second still frame will appear in the clips window.
4. If you need your still frame to be longer than 5-seconds, copy it and paste it, and then put two clips together.
Chapters are section breaks in a DVD that allow you to skip forward and back with ease.

1. Select Chapters. Place the Playhead where you would like the first chapter to be located. (Try to make it on an image, and not on black, unlike above).
2. Click Add Marker, and then type a short name for the scene (one or two words).
iMovie Basics
How to Edit your Movie

Making a DVD

1. You will be using iDVD to make your DVD.
2. Once your project is complete and saved in iMovie, go to Share (in the Menu) and select iDVD.
3. A pop-up window opens, select the iDVD icon (if it is not already selected) and click Share. Wait.
4. iDVD will now open.
5. If a dialogue box opens that says you need to render your clips select Render and Proceed.
6. Now decide if you want a DVD that automatically starts up, or if you want a DVD with a Menu, and go to your choice below.

Without a Menu and with Automatic Start-up

1. Click on the button to the right of Play that looks like this: 
2. Pull the square that says “Play Movie” onto the square that says “Drag content here to automatically play...etc.”

With a Theme Menu

1. Select a Theme that you like. You can preview it by pressing Play and Stop. (You will add your own images to it next).
2. Select Menu, and select Autofill. If you do not have chapters, and things look good when you Preview (by pressing Play/Stop) then go to File and select Burn DVD. If you have chapters in your movie (you would have created them in iMovie if you have them) then go to Step 3.
3. You need to make sure your chapter’s menu matches your main menu. To do this click on the map button: 
   Select the square that says “Scenes 1-...” click on the Themes button, and then click on the theme you were using for your main menu, and repeat Step 2.
4. Preview. Then burn by going to File>Burn DVD.

NOTE: You can use different themes for your main menu and chapter menu if you want.
NOTE: Printing your video to DV tape can be done, but is often very problematic. So we highly recommend making DVDs, but if you must print to tape follow these instructions exactly.

1. Make sure everything is turned on: the DV deck, Miranda Box, TV and Computer. Play through the movie once to make sure everything is as you would like it. In iMovie place the Playhead at the beginning of your movie.

2. In the iMovie “Preferences” check to see that the “Play DV project through to DV camera” is selected. To do this click the iMovie tab (in the Menu), then click the Playback (TV icon) tab, finally select the setting.

3. Switch the DVCAM deck to Local and check the deck settings. Make sure that Audio Record Select is set to: 2CH Fs48K, make sure Video input mode is set to: Component, make sure Audio Input mode is set to: Analog.

4. Cue your tape.

5. Press the Record and Play buttons simultaneously (the red record button should light-up).

6. Wait 10 seconds.

7. Click the Play button in iMovie to begin recording your project.

8. When the project ends press Stop on the deck, and rewind your tape and check it.

9. When finished printing to tape change the iMovie preferences so “Play DV project through to DV camera” is not selected.

NOTE: If you have problems (project slows down or stutters) make sure everything is on, restart the computer, reopen your project and try again.

If you need further assistance go to Media Center room 225 for help.