Final Cut Basics
Handout

Objectives:

- ➢ Become Familiar with Post-Production Equipment at PATV 5
- ➢ Acquire basic working knowledge of Final Cut Pro Software
- ➢ Learn to edit footage into a well-produced, telling visual story
- ➢ Note: Learning this software can be overwhelming at first, because there are multiple ways of doing one task. But, you don't need to learn everything at once. Focus on the basics of understanding how to lay out video and audio on your timeline in a smooth fashion, and once you understand this, you can start to delve into more advanced techniques. One thing at a time!
- ➢ Task: You will edit the video tutorial using the footage you shot last week.

      * Show Video

I. Hardware

A. VTR (Video Tape Recorder): This is the deck you will use to import video from mini DV tapes into the computer, creating the digital video files.

B. SD Card: Nowadays, many cameras have eliminated tape and record directly to SD cards. These video files can be imported into the computer similar to the way you would import files from a digital still camera, using a card reader or plugging the camera directly into the computer.

C. IMac Computer: Is everyone here familiar with MAC computers? If so, that's a great start! These computers have the necessary software programs installed (I.e. FCP, soundtrack pro, motion etc.). You will edit on these computers, and once you have completed the workshops, you are allowed to come and use the computers for other video

production projects. Go ahead and power on the computer, then log on to Community Edit 1 or Community Edit 2. The password is communityedit.

D. Hard Drive: The external hard drives allow for more data storage, as well as faster processing by not cluttering the computers. When starting a project in final cut pro, one of the first things you should do is click on "Final Cut Pro" and go to System Settings. Then, set all of your media files to go to the EXTERNAL hard drive (Perhaps in a newly created folder with your project name). It is a good idea, however, to leave the "Autosave Vault" going to your regular iMac hard drive. That way, should your external HD crash, you have a backup copy. Turn the hard drives on by flipping the black switch on the back.

E. External Monitor: This helps to look at our video to ensure that the color and aspect ratio of your video looks good. Power this on as well. Once all of the above items are powered on, we're ready to go to work!

II. Starting Your Project

 A. Double-click on your hard drive. Right click and create a new folder. Label it with your last name in lowercase letters. This is YOUR folder, and every project and piece of media you create should be stored in this folder.

 B. Within this folder, create another folder called whatever your project title is. This is your project folder, where you'll store media and project files. If you were to create multiple projects, you would have a separate project folder for each project.

 C. Open up the Final Cut Pro application by clicking on it. If it opens up a precious project, go to "File, close project," and don't worry about saving them. Now, click "New project," then "Save project as," and name your project whitebalance_tutorial.

 D. ON the top left, click on **Final Cut Pro**, and then choose **System Settings**. This is the important step mentioned earlier- go through and set all four of your media categories to the project folder you created on the external hard drive. Then, set the autosave vault to your regular mac hard drive. Now, go ahead and click "Apple + S" for Save Project. You are now ready to import footage. **Remember to re-check you system settings EVERY TIME you re-open your project in final cut.** You want all of our media consistently going to the same folder. Any questions?

E. Click "Apple + 8" or "File, log and capture." Make sure you have inserted and rewound your tape of footage in the VTR. Now, fill in the tape and reel info, and name your video clip if you like. Then, click "Capture Now." If you wish to rewind, pause, or fast-forward through footage, you can use the j,k,l buttons respectively. Or, you can click on the icons within the log and capture window. If you do not want to capture the entire video clip, but only the "Good parts," that's fine. You can go through your footage and mark in and out of the places you want to capture. When you are done with this step, you can click "Batch Capture," Then go through the motions and click continue until the computer starts capturing the clips. FCP will then capture only the clips that you've selected. Set in and out points by pressing I and O respectively. Any questions?

F. Let the program finish its real-time video capture. When it is done, click finished, and the clips will appear in your browser. Any captured clips should not have a red line through them, indicating they have been captured. Once you're done with this portion, repeat this step if you have multiple tapes.

G. If you have footage to import from an SD card, plug either the card reader or the camera into your computer. Then, use "Log and Transfer" instead of "Log and Capture" under the file menu to import this footage.

H. Next, if you have still photos or other images to import, do so by right clicking in your "Browser" window, which is the upper right window. Click "Import File," then go through the steps. **Also, you can organize your footage and images by right clicking and selecting "New Bin." You can then name your bins and drag your files into them to keep your project organized.**
    * 5-10 minute break

III. The Final Cut Pro Interface

A. There are 4 different windows that we work with in the FCP interface. The first is the **Browser.** This is the top left window that holds all of your media clips, bins, and sequences. Again, if you keep all of your media components well organized in bins here, it's easy to navigate through them and it helps the editing process greatly. Sequence files are the actual timelines that you will see below, and you can name them whatever you like.

B. The Viewer: This is the top middle window used to view clips from the browser and/or your timeline. You can double-click on a clip in your Browser, and it will appear in your Viewer window. You can then use the I and O keys to set in and out points for clips that you want to use in your edited video. There are multiple tabs at the top of the viewer window

1. The video tab shows what a clip looks like. You can play, FF, and Rew clips here.
2. The audio tab shows the audio waveforms, which visually describe the audio portion of your clip.
3. The Filters tab shows the controls and settings of any effects that you add to your clips.
4. The motion tab does multiple things.   It allows you to manipulate basic aspects of a video clip, which are built in, such as scale, aspect ration, opacity, and more. Any questions?

C. Timeline Window: This is where you edit your video and audio clips into your final video. There are video tracks on the top, and audio tracks on the bottom. The "Playhead" is the vertical line that shows when you click anywhere on the timeline. If you hit the space bar (Once you've laid down some video and/or audio), it will play your piece, which you can see in the upper right-hand window- the Canvas. The playhead can "Snap" to certain places within your timeline. To turn snapping on or off, press the N key.

D. Canvas: This is used to view the edits that you have made. It is where you can see what your end product will look like. The inner green box indicates the "Title Safe" area. Titles and graphics should not extend outside of this box, because it my not show up on a TV monitor. You can turn these parameters on by clicking on the top right bubble and clicking "Show Title Safe." As you'll see, there are other tools in that bubble as well that may come in handy later. Any questions?

• Five Minute Break*

E. Tool Palette: The final two smaller windows are the tool palette and the audio meter. The tool palette is the small window at the bottom right that holds the editing tools you'll use to accomplish your video. There are also keyboard shortcuts for all of these tools, which make the editing process quicker. The audio meter

shows the volume level of the clips on the timeline. Monitoring your audio to make sure the levels are not too high or not too low is a VERY important step. You want your video to not only look good, but also *sound* good to your viewer, right?

IV. Let's Edit! The Basics of making a video
  A. For this tutorial, we'll start with the audio. Double click on your clip(s) of the host of the video to post it in the browser. Using the script from last week, find all of his talking points and lay them on the timeline using the "Overwrite" option.

  B. Once you have your audio all laid out in order, as well as the intro and outro where the host will be talking on camera, it's time to add footage.

  C. Set your video track on the timeline and add footage the same way you did the audio. You want your footage to correspond with what the audio is talking about, so choose your edits wisely! Also, in general it is great to not use one shot more then once- they can be similar in nature but it's best to avoid re-using exact shots.

  D. Once you're happy with the way your video has been laid out, you can now use effects or transitions, such as dissolves, if they enhance your video! When done, it's time to export the video. We will go over that if time allows!

  E. Congratulations! You have just made great progress in understanding the basics of video production.

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