# Adobe Premiere Elements 10 CLASSROOM IN A BOOK®

Adobe

The official training workbook from Adobe Systems

# Adobe<sup>®</sup> Premiere<sup>®</sup> Elements 10 **CLASSROOM IN A BOOK**°



The official training workbook from Adobe Systems



Adobe® Premiere® Elements 10 Classroom in a Book®

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# WHAT'S ON THE DISC

#### Here is an overview of the contents of the Classroom in a Book disc.

The *Adobe*\* *Premiere*\* *Elements 10 Classroom in a Book*\* disc includes the lesson files that you'll need to complete the exercises in this book, as well as other content to help you learn more about Adobe Premiere Elements 10 and use it with greater efficiency and ease.



# **CONTENTS**

	<b>GETTING S</b>	TARTED	1
		About Classroom in a Book	1
		Prerequisites	2
		Installing Premiere Elements 10	3
		Copying the Classroom in a Book Files	3
		Additional Resources	4
1	THE WORL	D OF DIGITAL VIDEO	6
		How Adobe Premiere Elements Fits into	
N		Video Production	8
		The Adobe Premiere Elements Workspace	8
		Working in the Organizer	10
		Working with Photoshop.com	20
		Review questions and answers	23
2	GETTING R	EADY TO EDIT	24
		Setting Up a New Project	26
		Diagnosing Settings-related Issues	27
		Working with Project Preferences	31
		Customizing the Workspace	33
		Review questions and answers	35
3	VIDEO CAP	TURE AND IMPORT	36
1-1		Capturing Video with Premiere Elements	38
	and the	Capture Interfaces	39



Capturing Video with Premiere Elements	. 38
Capture Interfaces	. 39
Capturing Tape-based or Live Video	. 40
Capturing with the Capture Panel	. 45
Using the Video Importer	. 47
Importing Content from Your Hard Drive	. 53
Review questions and answers	. 54

4	ORGANIZIN	IG YOUR CONTENT	56
		Getting Started	58
		Viewing the Completed Movie Before You Start	58
		Working in the Project Workspace	59
		Finding Clips in Media View	60
		Tagging in the Organizer	63
		Review questions and answers	79
5	EDITING VI	DEO	80
A 10	and sold in the second s	Getting Started	82
		Viewing the Completed Movie Before You Start	82
\d		Working with the Monitor Panel	83
		Working with the My Project Panel in the Sceneline	86
		Using the Split Clip Tool in the Sceneline	92
		Working with the My Project Panel in the Timeline	93
		Editing in the Timeline	96
		Using the Split Clip Tool in the Timeline	99
		Working in Smart Trim Mode1	03
		Review questions and answers1	07
6	WORKING \	WITH EFFECTS 1	08
1	<i>V</i> ~	Getting Started1	10
		Viewing the Completed Movie Before You Start	10
		Using Effects	10
		Working with SmartFix1	14
		Perfecting Your Clips1	15
		Copying Effects from One Clip to Another1	23
		Changing Playback Speed1	31
		Creating a Pan and Zoom Effect1	32
		Working with Keyframes1	35
		Using Keyframes to Animate Effects1	36
		Creating a Picture-in-Picture Overlay1	41
		Compositing Two Clips Using Videomerge	42

		Changing Speed Using the Time Stretch Tool Working with Motion Tracking Working with Effect Masking Exploring on Your Own. Review questions and answers	144 145 147 148 149
7	<b>CREATING</b>	FRANSITIONS	150
		Getting Started	152
		Viewing the Completed Movie Before You Start	152
	infat talua	Working with Transitions	152
		Exploring on Your Own	168
		Review questions and answers	169
8	TITLES AND	CREDITS	170
	Our Visit to	Working with Titles and Title-editing Mode	172
TH	e Georgia Aquarium	Getting Started	172
_		Viewing the Completed Movie Before You Start	172
		Creating a Simple Title	173
		Modifying Text	175
		Superimposing a Title over Video Clips	186
		Creating a Rolling Credit	189
		Using Title Templates	191
		Exploring on Your Own	192

#### WORKING WITH SOUND



Getting Started1	198
Viewing the Completed Movie for the First Exercise1	198
Creating Background Music with SmartSound1	199
Adding Narration	201
Adjusting Project Volume with SmartMix2	204
Adjusting the Volume of an Audio Track	206
Exploring on Your Own	216
Review questions and answers	217

Review questions and answers ......194

#### **10 WORKING WITH MOVIE THEMES**

2	
20	TRE :
6	

/ITH MOVIE THEMES	218
Getting Started	220
Viewing the Completed Movie Before You Start	220
About Movie Themes	220
Exploring on Your Own	224
Review questions and answers	225

#### **11 CREATING N**



MENUS	226
Getting Started	.228
Understanding DVD, Blu-ray, and AVCHD Discs	.229
Manually Adding Scene Markers	.231
Creating an Auto-play Disc	.233
Automatically Generating Scene Markers	.234
Creating a Disc with Menus	.236
Modifying Scene Marker Buttons	.239
Working with Submenus	.242
Customizing Menus in Properties View	.245
Customizing Menus with Video, Still Images,	
and Audio	.247
Animating Buttons	.250
Changing Menu Button Text Properties	.253
Creating Web DVDs	.256
Burning DVD, Blu-ray, or AVCHD Discs	.258
Review questions and answers	.261

#### **12 SHARING MOVIES**



Sharing and Exporting Video	264
Getting Started	264
Viewing the Completed Movie for the First Exercise	265
Uploading to YouTube	266
Uploading to Photoshop.com	268
Uploading to Facebook	269
Sharing on Your Personal Computer	271
Exporting to Mobile Phones and Players	276
Exporting a Frame of Video as a Still Image	277
Review questions and answers	279

#### 13 WORKING WITH PHOTOSHOP ELEMENTS



١	Viewing the Completed Movie Before You Start	282
l	Getting Started	282
	Using the Edit Videos Command in Photoshop Elements	285
	Creating a New Photoshop File Optimized for Video	288
	Customizing a Title in Photoshop Elements	289
	Editing a Photoshop Image in Premiere Elements	296
	Review questions and answers	299

**INDEX** 

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Throughout this title you will see references to lesson or resource files on a disc. Please note that these files are available to eBook readers via high-speed download. Please <u>click here</u> to go to last page in this eBook for the download location and instructions.

# **GETTING STARTED**

Adobe Premiere Elements 10 delivers video-editing tools that balance power and versatility with ease of use. Premiere Elements 10 is ideal for home users, hobbyists, business users, and professional videographers—anyone who wants to produce high-quality movies and DVDs.

If you've used earlier versions of Premiere Elements, you'll find that this Classroom in a Book covers the many new advanced skills and innovative features that Adobe Systems introduces in this version. If you're new to Premiere Elements, you'll learn the fundamental concepts and techniques that will help you master this application.

## About Classroom in a Book

Adobe Premiere Elements 10 Classroom in a Book is part of the official training series for Adobe graphics and publishing software developed by Adobe product experts. Most lessons in this book include self-paced projects that give you hands-on experience using Premiere Elements 10.

The *Adobe Premiere Elements 10 Classroom in a Book* includes a DVD attached to the inside back cover. On the DVD, you'll find all the files used for the lessons in this book. As an overview, in the first two lessons, you'll learn your way around Premiere Elements' interface, how to set up a project, and how to customize critical preferences.

In Lesson 3, you'll learn how to capture and otherwise import video into Premiere Elements. Starting with Lesson 4 and continuing through Lesson 13, you'll open projects on the DVD or create your own from contents on the disc, and learn how to convert your raw, captured clips into a polished movie.

# Prerequisites

Before you begin working on the lessons in this book, make sure that you and your computer are ready.

#### **Requirements for Your Computer**

You'll need about 4.3 gigabytes (GB) of free space on your hard drive for the lesson files and the work files you'll create. For some lessons, you will need to have 2 GB of RAM installed on your computer. Note that the lessons assume that you have installed all templates and associated content available with the DVD version of Premiere Elements 10. If you see a template that's not installed on your computer, you should be able to simply choose another template and continue with the lesson.

#### **Required Skills**

The lessons in this *Adobe Premiere Elements 10 Classroom in a Book* assume that you have a working knowledge of your computer and its operating system. This book does not teach the most basic and generic computer skills. If you can answer *yes* to the following questions, you're probably well qualified to start working on the projects in these lessons. You will almost certainly get the most benefit from working on the lessons in the order in which they occur in the book.

- Do you know how to use the Microsoft Windows Start button and the Windows task bar? On the Mac, do you know how to run applications from the Dock or in the Applications folder? In both operating systems, can you open menus and submenus, and choose items from those menus?
- Do you know how to use My Computer, Windows Explorer, Finder, and/or a browser such as Internet Explorer or Safari to find items stored in folders on your computer, or to browse the Internet?
- Are you comfortable using the mouse to move the pointer, select items, drag, and deselect? Have you used context menus, which open when you right-click items in Windows or Control-click items on the Mac if you're working with a single-button mouse?
- When you have two or more open applications, do you know how to switch from one to another? Do you know how to switch to the Windows or Macintosh desktop?
- Do you know how to open, close, and minimize individual windows? Can you move them to different locations on your screen? Can you resize a window by dragging?
- Can you scroll (vertically and horizontally) within a window to see contents that may not be visible in the displayed area?

- Are you familiar with the menus across the top of an application and how to use those menus?
- Have you used dialogs (special windows in the interface that display information), such as the Print dialog? Do you know how to click arrow icons to open a menu within a dialog?
- Can you open, save, and close a file? Are you familiar with word-processing tasks, such as typing, selecting words, backspacing, deleting, copying, pasting, and changing text?
- Do you know how to open and find information in Microsoft Windows or Apple Macintosh Help?

If there are gaps in your mastery of these skills, see the documentation for your operating system. Or, ask a computer-savvy friend or instructor for help.

# **Installing Premiere Elements 10**

Premiere Elements 10 software (sold separately) is intended for installation on a computer running Windows XP, Vista, or Windows 7, or Mac OS 10.5*x* or later. For system requirements and complete instructions on installing the software, see the Premiere Elements 10 application DVD and documentation. To get the most from the projects in this book, you should install all the templates included with the software. Otherwise, you may notice "missing file" error messages.

# **Copying the Classroom in a Book Files**

The DVD attached to the inside back cover of this book includes a Lesson Files folder containing all the electronic files for the lessons in this book. Follow the instructions to copy the files from the DVD, and then keep all the lesson files on your computer until after you have finished all the lessons.

#### Copying the Lessons Files from the DVD

- 1 Insert the *Adobe Premiere Elements 10 Classroom in a Book* DVD into your DVD-ROM drive. Open the DVD in My Computer or Windows Explorer (Windows), or in the Finder (Mac OS).
- 2 Locate the Lesson Files folder in the Premiere Elements 10 folder on the DVD, and copy it to any convenient folder on your computer. Just remember where you copied it, because you'll be opening the lesson files frequently throughout the book. In the Lesson Files folder, you will find individual folders containing project files needed for the completion of each lesson.

Note: The videos on the DVD are practice files provided for your personal use in these lessons. You are not authorized to use these videos commercially or to publish or distribute them in any form without written permission from Adobe Systems Incorporated, or other copyright holders. **3** When your computer finishes copying the Lesson Files folder (which could take several minutes), remove the DVD from your DVD-ROM drive, and store it in a safe place for future use.

# **Additional Resources**

Adobe Premiere Elements 10 Classroom in a Book is not meant to replace documentation that comes with the program, nor is it designed to be a comprehensive reference for every feature in Premiere Elements 10. Only the commands and options used in the lessons are explained in this book. For comprehensive information and tutorials about program features, please refer to the following resources.

Adobe Community Help: Community Help brings together active Adobe product users, Adobe product team members, authors, and experts to give you the most useful, relevant, and up-to-date information about Adobe products. Whether you're looking for an answer to a problem, have a question about the software, or want to share a useful tip or technique, you'll benefit from Community Help. Search results will show you not only content from Adobe, but also from the community. With Adobe Community Help you can:

- Access up-to-date definitive reference content online and offline
- Find the most relevant content contributed by experts from the Adobe community, on and off Adobe.com
- Comment on, rate, and contribute to content in the Adobe community
- Download Help content directly to your desktop for offline use
- Find related content with dynamic search and navigation tools

**To access Community Help:** The Community Help application downloads when you first install Premiere Elements 10. To invoke Help, press F1 or choose Help > Premiere Elements Help.

To ensure that you have the latest version of the Community Help application, download it from www.adobe.com/support/chc/index.html.

Adobe content is updated based on community feedback and contributions. You can contribute in several ways: You can add comments to both content and forums—including links to web content, or publish your own content using the Community Publishing AIR app. You'll find more information about how to contribute at www.adobe.com/community/publishing/download.html.

See http://community.adobe.com/help/profile/faq.html for answers to frequently asked questions about Community Help.

Adobe Premiere Elements 10 Help and Support: Point your browser to www.adobe.com/support/premiereelements where you can find and browse Help and Support content on adobe.com.

**Adobe TV:** At http://tv.adobe.com, you'll find an online video resource for expert instruction and inspiration about Adobe products, including a How To channel to get you started with your product.

**Resources for educators:** The website www.adobe.com/education includes three free curriculums that use an integrated approach to teaching Adobe software and can be used to prepare for the Adobe Certified Associate exams.

Check out these useful links as well:

**Adobe Forums:** The website http://forums.adobe.com lets you tap into peer-to-peer discussions, as well as questions and answers on Adobe products.

Adobe Premiere Elements 10 product home page: You can find even more information at www.adobe.com/products/premiereel.

**Free trial versions of Adobe Photoshop Elements 10 and Adobe Premiere Elements 10:** The trial version of the software is fully functional and offers every feature of the product for you to test-drive (does not include Plus membership). To download your free trial version: http://www.adobe.com/cfusion/tdrc/index. cfm?product=photoshop\_elements&loc=en\_us

# **4** ORGANIZING YOUR CONTENT

#### Lesson overview

Fast and efficient movie production is all about organization. In this lesson, you'll learn how to do the following:

- Manually tag your clips in the Organizer
- Apply Smart Tagging in the Organizer
- Create an album for backing up your projects to Photoshop.com
- Create an InstantMovie using manual and Smart Tagging
- Drag clips to the My Project panel from the Project view



This lesson will take approximately two hours.



Tagging content in the Organizer.

# **Getting Started**

Before you start working with the footage, let's review a final version of the movie you'll be creating.

- 1 Make sure that you have correctly copied the Lesson04 folder from the DVD in the back of this book onto your computer's hard drive. For more information, see "Copying the Classroom in a Book Files" in the "Getting Started" chapter at the beginning of this book.
- 2 Launch Adobe Premiere Elements.
- **3** In the Welcome screen, click the Open Project button. If necessary, click Open in the pop-up menu. The Open Project dialog opens.
- 4 In the Open Project dialog, navigate to the Lesson04 folder you copied to your hard drive. Within that folder, select the file Lesson04\_Start\_Win.prel (Windows) or Lesson04\_Start\_Mac.prel (Mac OS), and then click Open (Windows) Choose (Mac OS). If a dialog appears asking for the location of rendered files, click the Skip Previews button.

Your project file opens with the Monitor, Tasks, and My Project panels open.

5 Choose Window > Restore Workspace to ensure that you start the lesson with the default window layout.

# Viewing the Completed Movie Before You Start

To see what you'll be creating in this lesson, you can take a look at the completed movie.

- 1 In the Project workspace in the Tasks panel, click the Media button ( detail ). In Media view, locate the file Lesson04\_Movie.mov (which should be the only file available), and then double-click it to open the video into the Preview window.
- 2 In the Preview window, click the Play button ( ) to watch the video about a visit to the Georgia Aquarium, which you'll build in this lesson.



3 When you're finished, close the Preview window.

# Working in the Project Workspace

When you first open Premiere Elements, you see the Project workspace. I described the separate views and functions within this workspace in Lesson 1, but because you're here now, let's review.



As you saw in the previous chapter, if you click Get Media (Get Media ), you'll enter Get Media view where you'll capture or import video into your project.

Media view ( ) should be open when you first run Premiere Elements. This is a customized view of the Organizer, which you can open by clicking the Organizer icon ( B Organizer) in the top toolbar.

The InstantMovie icon ( instantMovie) starts a wizard that automatically and quickly steps you through the selection and editing portion of movie creation, allowing you to add theme-based effects, titles, transitions, and audio. You'll produce an InstantMovie of the aquarium shoot later in this chapter.

There's some overlap between Media view and the Organizer application, so let's look at their similarities and differences. The Organizer is a separate application that contains all audio, video, and still-image content that you've input into either Adobe Photoshop Elements or Premiere Elements since you first installed the programs. It's a great place to start many projects and provides access to a wide range of organization and collection functions.

Media view works neatly within Premiere Elements' Project workspace. It doesn't offer the breadth of capabilities enabled by the full Organizer, but it's convenient and provides a customized subset of functions that lets you efficiently find and deploy media within your movie projects. It also provides the ability to create certain types of media, such as titles, bars and tones, and color mattes, and the ability to organize your content into folders.

As mentioned, Media view is the default view in the Tasks panel and should be open when you run Premiere Elements for the first time. If it's not showing now, click Media in the Project workspace.

When you first run Premiere Elements, if you load an existing project, Media view will display all content that you've imported into the project. For new projects, there will be no content in Media view.

With this as background information, let's take a deeper look at how you can find clips in Media view.

## **Finding Clips in Media View**

Let's load some clips into the project so you can work with them in Media view.

- 1 In the Organize workspace, click the Get Media button (
- 2 Click Files and Folders (**E**).

Premiere Elements opens the Add Media dialog.

3 Navigate to the Lesson04 folder. Select the movie clips Clip01.mp4 through Clip13.mp4. Click Open (Windows)/Import (Mac OS).

Media view's role is to help you find files using different search methods. Some basic search methods are available without any action on your part, and you can access advanced methods after you've rated the clips or have applied keyword or Smart Tags to your clips. I'll discuss all of these options later in this lesson. In this short section, you'll learn how to use the basic tools in Media view to find and organize your content.

You can perform the following activities in Media view to view, create, and organize your files:

- Browse through the entire catalog by using the scroll bar at the right side of Media view.
- Change from List view to Icon view.
- Create folders and subfolders to organize your content and navigate the various levels of folders and subfolders.
- Sort by name or duration, either in ascending or descending order.

Note: Previous versions of Adobe Premiere Elements had a Media view and a Project view. Both functions have been consolidated starting in Premiere Elements 10. • Select which media type to show—or not to show—using icons on the right side of the Project view.



A. Switch to List view. B. Switch to Icon view. C. Go up one folder level.
D. Create folder. E. Create new item. F. Clear. G. Sort by Name and Duration (ascending and descending). H. Show/Hide Video. I. Show/Hide Audio.
J. Show/Hide Still Image.

1 Click the List icon () to switch to List view (if necessary). Once in List view, you can sort your content by clicking the column head of any column. The arrow in the column you choose shows whether the data is sorted in ascending view or descending view. For example, click the Name column head to see how it sorts the content in the Media view.

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Name	Used	Media Type	Frame Rate	Media Duration	Video Usage	
Lesson04_Movie.mov		Movie	29.97 fps	00:03:40:03		
Clip13.mp4		Movie	30.00 fps	00:00:04:19		
Clip12.mp4		Movie	30.00 fps	00:00:07:06		

2 Click the Media view menu on the extreme upper right and choose Edit Columns to edit the columns presented and their order. Select the check box next to a column to include it in the Media view, and use the Move Up and Move Down buttons to change its order. Click OK to close the Edit Columns window.

		Edit Columns	Die Marus	Rename Delete
444	Used Media Type Frame Rate Media Duration		OK /ie Cancel	Create SlideShow Still Image Duration
	Video Duration Audio Duration			Find
	Video Info Audio Info		Move Up	00 Thumbnails
	Video Usage Audio Usage		Move Down	Refresh
	Client			Edit Columns
				00:00:07:06

3 Now you'll create a folder to organize your videos. Click the Folder icon (
) to create a folder. Premiere Elements creates a folder named Folder 01 with the text highlighted so it's easy to change. Type in the word *Videos*, replacing the text "Folder 01."



4 Drag the source videos from the aquarium shoot into the new folder. Select all the source videos in the Media view (all files with a .mp4 extension), and then drag them into the new folder. Twirl the triangle next to the Videos folder to close it; your Media view should become a whole lot tidier. When you're working with large projects with multiple video, still image, and audio files, creating folders is the best strategy for keeping your content organized and easy to find.

Clip09.mp4	Movie	30.00 fps	00:00:04:07	
Clip10.mp4	Movie	29.97 fps	00:00:17:21	
Clip11.mr	Movie	30.00 fps	00:00:03:12	
Clip1/mp4	Movie	30.00 fps	00:00:07:06	
13.mp4	Movie	30.00 fps	00:00:04:19	
🔸 📁 Videos 🍟	Folder			

5 To add a still image, video, or audio file to your project from Media view, drag the file from Media view into the Timeline or Sceneline in the My Project panel. Click No if Premiere Elements asks if you want to fix any quality issues in the clip or poses any other questions.

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8		Welcome, Jan 📄 Sav	e 👘 Undo	m Redo 18 Or	ganizer 💢 Full Screen 🔺
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		Media	Get Media	InstantMovie	
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	аразиря	-	30.00 fps	00:00:07:23	
	Cipilimpi	Movie	30.00 fps	00:00:15:03	
	Cipot.mpt	Movie	30.00 lys	000003.05	
	CipdSarph	Movie	30.00 fps	00:00:04:00	
	Cipól.mpi	Movie	30.60 fps	00001528	
	Clp02.mp4	Movie	30.00 (ps	00009429	
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Timeline Sceneline 📷 😪 👞 📢 * 🖷 *					
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47 Soundtrack					

• Note: Sometimes when you drop a clip into the My Project panel, you'll see a message that says, "Clip being dropped contains solid background color. Do you want to apply Videomerge on this clip?" Click No if you see this message except as directed in Lesson 6.

# Tagging in the Organizer

Media view is great for quickly finding clips, but the Organizer is Premiere Elements' best tool for serious organization and search and retrieval work. You can open the Organizer by clicking the Organizer icon ( **\*\* Organizer**) in the top toolbar. This exercise will detail how to perform manual and Smart Tagging in the Organizer, and then how to search for clips using those tags in the Organizer.

Let's start with a brief description of tagging, which you perform in one or more of three ways: assigning star ratings (1-5), applying keyword tags, and using Smart Tags. At a high level, all tags allow you to more easily find the clips to include in a particular movie. For example, if you review and rate all your clips on a scale of 1-5, you can later search for only those clips that you rated 4 or higher—an easy way to find high-quality clips and eliminate poor-quality clips.

Keyword tags allow you to tag a clip by person, location, event, or other designation with customizable categories. For example, in this exercise, you'll apply several keyword tags to the clips from this project, and then search for clips containing these keyword tags.

When you run the Auto Analyzer on a clip, Premiere Elements analyzes the video to detect scenes based on content; you can hunt for scenes with faces and identify scenes that are out of focus, shaky, underexposed, or overexposed. Using this qualitative data, Premiere Elements then categorizes all clips as high, medium, or low quality. This serves as a valuable triage function that you can later use to search for the best clips for your movie. This analysis is also used for features like Smart Trimming, which you'll learn about in Chapter 5, and Automatic Quality Enhancement, which I'll discuss in Chapter 6.

For example, if you shot an hour of video on your last vacation, Smart Tagging allows you to identify medium-quality-and-higher clips containing faces (presumably family members), and produce a movie containing only these clips. What would literally take you hours to accomplish manually, Smart Tagging can produce in a few moments.

Using all these tags in any combination, you can hunt for clips to manually edit into a movie or create an InstantMovie, which is a professional-looking edited movie complete with titles, sound track, effects, and transitions that you'll produce using a fast and simple step-by-step process.

#### **Tagging Clips in the Organizer**

Let's open and explore operations in the Organizer. To open the Organizer, click the Organizer icon ( \*\* organizer) in the top toolbar. To make your Organizer look like the one in the figure, click the View menu and make sure that Details, Show File Names, and Show People Recognition are all selected.



1 Double-click the video Clip11.mp4 to open the file in the Organizer's Preview view.



A. Current position. B. Volume. C. Start. D. Record. E. Play (spacebar). F. Stop. G. End. H. Current time. I. Preview window.

Note: Three keyboard shortcuts apply to all Premiere Elements' preview and playback controls: Press the spacebar to start and stop clip playback, and use the arrow keys to navigate frame by frame forward (right arrow) and backward (left arrow).

- **2** Click Play to play the video file, and use the playback controls to fast-forward, rewind, and otherwise experiment with these controls.
- 3 Close the Preview window to return to the Organizer.

#### Working with Star Ratings

Follow the procedures described in this section to apply and delete star ratings, and to search for clips based on the star ratings. Ratings range from 1 to 5.



- 1 If you don't see the star ratings, choose View > Details in the Organizer menu.
- **2** Hover your pointer over the star ratings beneath any clip, and click the star that corresponds to the desired rating for that clip. Go ahead and rate a few clips so you can sort by rating in step 5.
- **3** To change a rating, use the same procedure and choose a different rating.
- **4** To delete the star rating, click the last selected star on the right (the fourth star in a clip rated four stars).
- 5 To find clips based on their assigned ratings in the Organizer (or in Media view), click the number of target stars and adjust the list box as desired. Premiere Elements displays only those files that meet the selected criteria.



A. Target stars list box. B. Show All button.

6 Click the Show All button to view all clips in the Organizer (or in Media view).

• Note: You can position the Organizer anywhere onscreen by grabbing the docking header and moving the panel to the new location. You can also resize the panel by grabbing and dragging any edge to the desired size.

#### Working with Keyword Tags

Premiere Elements includes general categories of keyword tags that you can apply as is or customize with your own categories or subcategories. In this lesson, you'll create and apply two custom categories in the Organizer, and then search for clips based on those keywords in Media view.

1 Under Keyword Tags in the Organizer, click and select Events. Do not select the checkbox, just click the text as shown in the figure.

▼ Keyword Tags
+ 🔳 🔹
<ul> <li>         People</li></ul>
🔲 💼 Events 📐
🔲 🎂 Other 🧏

2 Under Keyword Tags, click the Create New button (1) and choose New Sub-Category.



**3** In the Create Sub-Category panel, type *Georgia Aquarium Visit* in the Sub-Category Name field. Then click OK.



Premiere Elements creates the new subcategory.

**4** Repeat steps 2–3 to create three subcategories beneath Georgia Aquarium Visit called *Fun Fish, Man Eaters,* and *Petting Tank*.



- 5 In the Browser panel, click Clip02.mp4. Then press and hold the Ctrl key (Windows)/Command key (Mac OS), and click Clip04.mp4.
- **6** Drag the Fun Fish keyword tag to either of the selected clips. When you release the pointer, Premiere Elements applies the keyword tag to all selected clips.



- 7 Use the same procedure to apply the Man Eaters tag to Clip05.mp4, Clip06. mp4, Clip08.mp4, and Clip09.mp4; the Petting Tank tag to Clip10.mp4, Clip11. mp4, and Clip12.mp4; and the Georgia Aquarium Visit tag to Clip01.mp4, Clip03.mp4, Clip07.mp4, and Clip13.mp4 (because they don't fall into any of the three more specific categories).
- 8 Click the box to the left of the Man Eaters subcategory, and a pair of binoculars will appear in the box. This tells the Organizer to display only those clips tagged with that keyword tag.



#### About the Auto Analyzer

As mentioned earlier, the Auto Analyzer analyzes your video clips for content and quality, and is integral to a number of functions, including Smart Tagging, Smart Trimming, and creating InstantMovies, which you'll learn to do later in this chapter. You can run the Auto Analyzer manually, as you'll learn in the next section, or run it as a background process. In fact, by default, the Auto Analyzer will run on clips that you've imported anytime your system is running and idle.

To access this preference option, in the Organizer, choose Edit > Preferences > Media-Analysis (Windows) Adobe Elements 10 Organizer > Preferences >

• Note: If your Organizer shows multiple copies of any of the mentioned files, just choose any copy of that file. Media-Analysis (Mac OS). In the default setting, Premiere Elements will work in the background with imported media, so when you're ready to edit, you won't have to wait for the Auto Analyzer to run.

edia-Analysis People Recognition Options  Analyze Photos for People Automatically Visual Search options  Analyze Media for Visual Search Automatically Auto Analyzer Options  Analyze Media for Smart Tags Automatically  Automatically
People Recognition Options  ✓ Analyze Photos for People Automatically  Visual Search options  ✓ Analyze Media for Visual Search Automatically  Auto Analyzer Options  ✓ Analyze Media for Smart Tags Automatically  ✓ All Filters  ✓ Audio
<ul> <li>Analyze Photos for People Automatically</li> <li>Visual Search options</li> <li>Analyze Media for Visual Search Automatically</li> <li>Auto Analyzer Options</li> <li>Analyze Media for Smart Tags Automatically</li> <li>All Filters</li> <li>Audio</li> </ul>
Visual Search options Analyze Media for Visual Search Automatically Auto Analyzer Options Analyze Media for Smart Tags Automatically All Filters Audio
Auto Analyze Media for Visual Search Automatically Auto Analyzer Options Analyze Media for Smart Tags Automatically All Filters All Filters Audio
Auto Analyzer Options Analyze Media for Smart Tags Automatically All Filters Audio
≺ Analyze Media for Smart Tags Automatically All Filters ≺ Audio
<ul> <li>Blur</li> <li>Brightness and Contrast</li> <li>Face</li> <li>Motion</li> <li>Object Motion</li> <li>Shake</li> <li>Run Analyzer on System Startup</li> <li>Run Analyzer only when System is idle</li> </ul>
F

In most instances on most computers, background operation should work just fine. On older, less powerful computers and those configured with the minimum RAM, background operation may cause a noticeable drag on foreground operations, particularly when working with H.264-based, high-definition formats such as AVCHD and video shot by DSLRs. If you notice any sluggishness in your foreground operations after importing footage or experience any system instability, try disabling the Auto Analyzer as a background operation by deselecting the Analyze Media for Smart Tags Automatically check box.

#### **Running the Auto Analyzer Manually**

To manually run the Auto Analyzer and apply Smart Tags to the project clips, follow these steps.

- 1 If the Organizer isn't open, click the Organizer icon ( B Organizer ) in the Project workspace to open the Organizer. Otherwise, press Alt+Tab (Windows) or Command+Tab (MacOS) to switch to Organizer view.
- 2 Click to select all clips, and then right-click and choose Run Auto-Analyzer. This can take a while, so you might want to try one or two clips first.

**Tip:** As with keyword tagging, you can use the tags created via Smart Tagging by themselves or in conjunction with keyword tags or even star ratings. For example, in the Organizer, click three stars "and higher" in the top toolbar, click the Petting Tank tag in the Keyword Tags, and click In Focus in Smart Tags. Premiere Elements will display only those clips that meet these criteria.



**3** Premiere Elements starts analyzing the clips and reports its progress in the Elements Organizer. The duration of the process will vary by clip length, clip format, and the speed of your computer. After completion, Premiere Elements will open the Elements Organizer window to let you know the process has completed; click OK to close that window.



- 4 In the Organizer, if necessary, press Ctrl+D (Windows)/Command+D (MacOS) to ensure that Details are showing. A purple tag (■) beneath the clip's thumbnail indicates that Smart Tagging has been applied. Tags of different colors (■) indicate that keyword tags have been applied, whereas the Album tag (■) in the Organizer indicates only that the clip is in an album. To view which tags have been applied or which album(s) the clip was included in, hover your cursor over the respective tag in either the Organizer or Media view. Tagging details will appear beneath the Preview window.
- **5** To remove a tag, right-click the tag in the Organizer and delete the tag, or right-click the thumbnail in Media view and choose the tag to remove.



#### Working with Clips After Smart Tagging

Let's take a moment to understand what happens to clips after Smart Tagging. To review, during Smart Tagging, Premiere Elements breaks the clip into different scenes based on content changes (as opposed to timecode, like DV files); finds different types of content like faces; and rates the quality of each clip based on factors such as exposure, focus, and stability.

In the Organizer, you'll know that the clip has been split into multiple scenes if there is a Step Forward icon ()) on the right of the clip. Click that icon, and Premiere Elements displays all scenes separately in the Organizer surrounded by a border that's a lighter gray than the rest of the Organizer. This lets you know that all the scenes are part of a single clip.



In the Organizer, you can treat each scene as a separate clip, for example, dragging it to the My Project panel to include it in a project or double-clicking it to play it in the Preview window. You can consolidate all scenes back into a single frame by clicking the Step Backward icon to the right of the final scene (I). Note that you can expand and contract a clip into its separate scenes in Project view using these same controls.

#### Creating an InstantMovie

In this exercise, you'll create an InstantMovie from the aquarium clips that you tagged in a previous exercise. Again, an InstantMovie is a professional-looking edited movie, complete with titles, sound track, effects, and transitions that you'll create by following a simple wizard.

 If necessary, switch to Media view. Then double-click the Videos folder to open it. Note how the Up One Folder icon becomes active once you're in this folder. After you create the InstantMovie, you can click this icon to navigate back to the root folder in Media view.



- 2 Press Ctrl+A (Windows)/Command+A (MacOS) to select all clips in the Media view, and then click the InstantMovie ( InstantMovie () button. Premiere Elements opens the InstantMovie Wizard. You can preview any Style by clicking it, and stop the preview by clicking it again.
- 3 Choose Fun Style and click Next. If this theme is not available, choose another.



• Note: The Apply to: radio buttons become active only when you apply a Theme to clips already inserted into the My Project panel, not when you create an InstantMovie from the Organizer.

- **4** Customize the Theme as desired. Accept the options as is, *or do any or all of the following*:
  - Customize the Opening and Closing Titles.
  - Select the Auto Edit check box to have Premiere Elements analyze your clips and edit them to fit the selected theme, which is recommended. If you don't select Auto Edit, Premiere Elements uses the clips as is and doesn't edit them. Also choose whether or not to apply the Auto Analyzer to clips that you haven't previously analyzed.
  - In the Music box, choose the Theme Music radio button to use the background music from the selected Theme, or choose the No Music radio button. To use your own background music, click the My Music radio button, and then click the Browse button to choose the song you want. Then drag the Music/Sound FX slider to the desired setting, dragging to the right to prioritize audio captured with the video clips and to the left to prioritize the selected background music. If you have dialogue in your project (which these clips don't), select the SmartMix check box and Premiere Elements will reduce the volume of the music track when it detects dialogue.
  - In the Speed and Intensity box, adjust the Effects and Cuts sliders as desired.
  - In the Duration box, choose the desired option. Match Music produces a movie that matches the duration of the selected music and is recommended. Or, you can specify a duration or choose Use All Clips, which uses all clips at their original duration with no background music.
  - In the Sequence box, choose Theme Order (recommended), which allows Premiere Elements to use clips as they best match the theme, or choose Time/Date, which uses the clips in the order that they were shot.
  - In the Theme Content box, choose the content to incorporate into the InstantMovie and whether to replace any existing content with theme-based content.
  - In the Render Preview box, choose Yes to render a preview of the InstantMovie after completion or No to preview in real time from the My Project panel (recommended).



- 5 After selecting your options, click Apply to create the InstantMovie. Click No when the InstantMovie dialog opens and asks if you want to select more clips. Click No when Premiere Elements asks if you want to render the movie. Premiere Elements creates the InstantMovie and inserts it into the My Project panel.
- 6 Premiere Elements adds the InstantMovie to the My Project panel (either Timeline or Sceneline, whichever was selected) in consolidated form. To separate the InstantMovie into its components to edit them, click to select the new InstantMovie, right-click, and choose Break apart InstantMovie.



7 Use the playback controls in the Monitor panel to preview the InstantMovie.



A. Docking header. B. Preview area. C. Monitor menu. D. In Point handle. E. Current position.
F. Current time in movie. G. Go to previous edit point (page up). H. Rewind. I. Step back (left).
J. Play/Pause toggle (spacebar). K. Step forward (right). L. Fast-forward. M. Go to next edit point (page down). N. Out Point handle. O. Shuttle. P. Split clip. Q. Add default text. R. Freeze frame.

#### **Uploading Files to Photoshop.com**

Depending on your membership level in Photoshop.com, you can back up at least 2 GB of video, audio, and still-image files to the site. To upload files, you must first create an album, and then add the video file to that album.

Follow this procedure to back up video files to Photoshop.com.

- 1 If necessary, click the Organizer icon ( <sup>SE Organizer</sup>) in the Project workspace to open the Organizer.
- **2** Under Albums in the Project workspace, click the Create New Album or Album Group button and choose New Album. Premiere Elements opens the Create Album panel.

Note: Photoshop.com services are currently available for Premiere Elements users only in the United States.



**3** In the Album Name field, type *Georgia Aquarium*, and make sure that the Backup/Sync check box is selected. Then click Done to close the panel.

Organize	Fix		Create	Share			
Album Details							
Album Category: None (Top Level) -							
Album Nam	Album Name: Georgia Aquarium						
		~	Backup/Syn	c 💡			
CONTENT	SHA	RING					
Drag and drop items here to start							
0 Items							
Cancel Done							

- 4 Because you also used Georgia Aquarium as the name of a subcategory in Events, Premiere Elements will open a dialog asking if you want to create an album with that name. Click OK to close that dialog. If you're not signed in, a dialog will appear asking you to enter your account information or to register.
- 5 In the Keyword Tags box, select the check box next to the Georgia Aquarium tag. The Organizer will display only those clips previously tagged with the Georgia Aquarium tag or a tag from any of the three subcategories.



• Note: Once you create the album, you may be prompted to log into www. Photoshop.com. If you haven't created an account, you can do so by clicking Join Now on the www.Photoshop. com Home page. If you don't have an account or aren't currently logged in, you'll get an error message in your Preferences panel.

- 6 Press Ctrl+A (Windows)/Command+A (MacOS) to select all clips.
- 7 Drag the Georgia Aquarium album tag to any of the selected clips. When you release the pointer, the album tag is applied to all selected clips.



8 In the Organizer menu, choose Edit > Preferences > Backup/Synchronization (Windows) Adobe Elements 10 Organizer > Preferences > Backup/ Synchronization (Mac OS). In this panel, if not already selected, *do the following:* 

Files Edition							
Camera or Card Reader	Backup/Sync is On						
Date View			20.0GB	Buy More Space			
Keyword Tags and Albums	Used : 596.7MB		Free: 19.4GB				
Adobe Partner Services	Advanced Backup/Sync Options						
Media-Analysis	✓ New Albums will Backun/Sync Automatically						
Backup/Synchronization	When I Delete a file Online Add Refere Deletion it from the Computer						
	When I Delete a File Online, Ask before Deleting it from My Computer						
	Resolve Backup/Sync Conflicts Automatically						
	Restrict Backup/Sync to Files Smaller Than : MB.						
	Synchronize File Types: Sectors Videos Audio PDFs Creations						
	Folder for Downloaded Files : /Users/apple/Pictures Browse						
	Desktop Organizer	Sync	My Photos on Photo	oshop.com			
	🖶 Media not in any Album		🖶 Media not in any All	oum 📤			
	Georgia Aquarium		🧧 Georgia Aquarium	n			
	Hoops Shoot		📕 Hoops Shoot				
	London Trip		📕 London Trip				
	A free state of the state of the	50	· · · · ·	*			
			Backup/S	ync Entire Catalog			
			Research Concess Lincols				

- Select the Backup/Sync is On check box.
- Click the Advanced Backup/Sync Options disclosure triangle to reveal the advanced options. Here's where you can set options, such as which file types to archive and how to resolve conflicts between your online and desktop albums. Adjust these options as desired.
- Select the Sync check box for Georgia Aquarium.

- 9 Click OK to close the Preferences panel.
- 10 Unless you have a burning desire to store random videos from the Georgia Aquarium on your Photoshop.com site, under Albums in the Project workspace, click the Georgia Aquarium album, and then click the Delete Album button (). Premiere Elements will delete the album and remove any files from that album previously uploaded to Photoshop.com.

Organize	Fix		Create	Share			
▼ Albums							
+		•					
L Delete Georgia Aquarium album							
🔄 Georgia Aquarium							
Video Projects							

• Note: You must be logged into Photoshop.com to view the Advanced Backup/Sync Options screen.

• Note: Synchronizing video files seems like a great idea, but remember that only ten minutes of DV or HDV video will consume the entire 2 GB of starter storage space on Photoshop.com. Keep that in mind when you select the file types to synchronize.

## **Working with Smart Albums**

You know the drill. It's holiday time or perhaps birthday time, and you're thinking, man, I've gotta create a year-in-review video or perhaps a new photo collection. If you've been applying tags to your video all year long, you should be able to quickly search for what you want via some combination of tags, Smart Tags, star ratings, and date selection.

Alternatively, using a Smart Album in Premiere Elements, you can see all the relevant content with the click of a button. Simply stated, a Smart Album contains information based on search criteria that you insert when you create the Smart Album.

To create a Smart Album, click the Create New Album or Album Group button and choose New Smart Album. Premiere Elements opens the New Smart Album panel.



In the New Smart Album panel, you can add any number of

search criteria, including keyword tags, date tags, and Smart Tags. In this example, the New Smart Album will identify all content tagged for any of my four daughters (Rose, Whatley, Franzi, and Vici) that was shot during 2011 and is judged High Quality and In Focus by Premiere Elements. When I'm ready to produce that year-end video, all I have to do is click the Kids—2011 Smart Album, and the content will be there waiting for me.

🔒 🍈 New Smart Album								
Search for all files that match the criteria entered below and save them as Smart Album. Smart Albums are albums that automatically collect files that match the criteria defined below. Use the Add button to enter additional criteria, and the Minus button to remove criteria.								
Search Criteria								
Search for files which m	Search for files which match:  Any one of the following search criteria[OR]							
All of the following search criteria[AND]								
Keyword Tags		Include		Whatley		-		
Keyword Tags		Include		Rose				
Keyword Tags	-	Include		Franzi				
Keyword Tags		Include		Vici	~			
Capture Date		ls before		12/31/11	* *			
Capture Date		ls after		1/1/11	* *			
Keyword Tags		Include		High Quality				
Keyword Tags		Include		In Focus		- +		
Choose a keyword tag that is applied to the media								
				L	Cancel	ok 🍾		

#### **Review Questions**

- 1 What's the difference between the Organizer that ships with Premiere Elements and the Organizer that ships with Photoshop Elements?
- **2** What is Smart Tagging? Are there any situations in which you wouldn't want to apply Smart Tagging?
- 3 After creating an InstantMovie, how do you break up the movie to edit it further?
- 4 How do you upload your clips to Photoshop.com?

#### **Review Answers**

- 1 This is a trick question—there is no difference. If you have Premiere Elements and Photoshop Elements installed, both programs can insert content into the same shared database and sort through and retrieve data from that database.
- 2 When you apply Smart Tagging to a clip, Premiere Elements analyzes the clip to detect scenes based on content, hunts for certain content types such as faces, and ranks the quality of your clips. Other than processing time, there's very little downside to applying Smart Tagging. Your video clips will be divided into useful scenes, and you can find high-quality clips much faster than you could manually.
- **3** Click the clip with your pointer to select it, and then right-click and choose Break apart InstantMovie.
- **4** To upload clips to Photoshop.com, create an album in the Organizer and drag the new album tag onto the target clips. Then access the Organizer Preferences panel and make sure that that album is synced with Photoshop.com.

# INDEX

#### Α

action-safe guides, 289 action-safe margins, 176 Add Object/Track Object procedure, 147 Adobe Community Help, 4 Adobe Forums, 5 Adobe Systems website, 298 Adobe TV, 5 albums applying keyword tags to, 75-76 creating, 74-76, 78, 283-284 deleting, 77 naming, 75, 284 Smart Albums, 78 synchronizing, 76-77 alignment objects, 182 text, 182, 291 transitions, 159, 162 analog camcorders, 10, 38 analog video, 38, 52 animating buttons, 250–253 effects with keyframes, 136-140 still titles, 185 Anti-aliasing Quality control, 163 artistic effects, 112 aspect ratio, 27-31, 273 audio, 196-216 adding to menus, 247, 249-250 background noise, 207, 209, 215 beat detection, 214-215 capturing without video, 43 clipping, 209 dialogue, 223 exporting audio only, 278 gain controls, 206-209 inserting in menu background, 249-250 linking/unlinking with video, 214 music. See music narrating movies, 201-209, 212 normalization, 209 SmartMix feature, 72, 204-206 trimming linked video and, 214 using Audio Mixer, 212-214

volume adjustments, 204-212, 215 waveforms, 207, 208-209 audio effects. See also effects deleting, 115, 126 using, 110-111 viewing, 16 working with, 215-216 audio files adding to projects, 62 compression, 258 importing, 38 inserting as menu background, 250 keyframes in, 205 links in, 214 Audio format, 275 Audio Mixer, 212-214 audio tracks. See also tracks customizing view, 96 displaying, 94, 204, 205 SmartSound Quicktracks, 199-201 volume control, 204-216 working with, 94-96 audio transitions, 16, 153 Audio Transitions folder, 153 Auto Analyzer capturing video, 47 considerations, 63 overview, 67-68 preferences, 67-68 running in background, 67-68 running manually, 68–70 Smart Trim and, 103 SmartFix and, 114-115 Auto Save feature, 32, 33 Auto Tone & Vibrance effect, 116-118, 123 Auto Tone effect, 117 Auto-Play button, 233 auto-play discs, 233-234 AV DV converters, 52 AVCHD camcorders, 16, 30, 47-52, 266 AVCHD discs burning, 229-230, 258-260 overview, 229-230 quality settings, 260 AVCHD files, 275 AVCHD format, 229, 258, 275

#### В

background color, 62, 142, 143 background music, 199-201, 223, 245 background noise, 207, 209, 215 background rendering, 86 backlighting, 126-128 backups, 21, 74-77 Balance effect, 112 beat detection, 214-215 bevels, 292 black balance, 122 black video clips, 173-174 Blu-ray Discs. See also DVDs adding scene markers, 231-232 auto-play, 233-234 burning, 229-230, 258-260 overview, 229-231 quality settings, 260 Blu-ray format, 229-231, 275 BMP files, 278 bonus clips, 242-244, 245 bounding box, 246, 247, 290 Browser pane, 10 burning DVDs, 229-230, 258-260 buttons animating, 250-253 changing text properties for, 253-255 customizing, 251-253 modifying scene markers, 239-242 navigation, 239, 242, 253 overlapping, 251 playback, 233, 253 text, 251-255 thumbnail scene, 250-255

#### С

camcorders. See also video devices AVCHD, 16, 30, 47-52, 266 capturing video from, 37, 38-47 capturing video without device control, 45 connecting to computer, 40-42 device control for, 44-45 DSLR, 30, 260 DV, 10, 16, 48-49, 83 HDV, 10, 16, 26, 48-49. See also camcorders importing video from AVCHD, 16, 30, 47-52 inputting video footage from, 10 previewing video on TV monitor, 83 tape-based, 10 troubleshooting problems, 47, 48-49 types of, 10, 16 cameras, digital, 10, 16, 38, 52 Capture panel, 39, 40-47

capturing video, 38-47 Auto Analyzer and, 47 from camcorders, 37, 38-47 capture interfaces, 39-40 Capture to Timeline option, 43 capturing without audio, 43 capturing without device control, 45 capturing/splitting into scenes, 43-44 device control, 44-45, 52 options for, 43-44 overview, 38 saving imported files, 50-51 Scene Detect and, 43-44 stop-motion video, 51 stopping capture, 46, 47 from tape-based devices, 10, 40-47 time-lapse video, 51 troubleshooting problems, 47, 48-49 from webcams, 16, 40, 42, 44, 45 Cartoonr Plus effect, 112, 147-148 cell phones. See mobile phones clipping, 209 clips. See also content; video footage adding in Sceneline, 86-89 adding to menus, 247-249 black, 173-174 bonus, 242-244, 245 compositing with Videomerge, 142-144 correcting shakiness of, 130-131 deleting, 90 editing. See editing effects. See effects enhancing, 115-123 finding in Media view, 60-62 importing. See importing keywords. See keyword tags layering, 93, 95 moving, 89 playing. See playback previewing, 58-59 reframing, 128-130 rendering, 118-120 reversing, 112 running Auto Analyzer on, 63, 67-70 sharpening, 130 SmartFix adjustments, 114-115 speed of, 112, 131, 144-145 splitting, 92-93, 99-103 superimposed, 141-142 superimposing titles over video, 185, 186-189 synchronizing, 76-77 tagging, 63-78 transitions in. See transitions trimming. See trimming clips working with multiple, 127 zoom controls. See zoom controls

color background, 62, 142, 143 saturation, 117 text, 180-181, 187-188, 255 titles, 180-181, 187-188 color correction, 120-123 Community Help, 4 compression, 258 computers connecting video devices to, 40-42 sharing movies from, 271-274 system requirements, 2 content. See also clips; video footage adding to projects, 62 importing from hard drive, 16, 53 in Media view, 60-62 navigating in, 83-85 organizing. See organizing content sorting, 61 synchronizing, 76-77 tagging. See tagging uploading to Photoshop.com, 74-77 content-based scene detection, 43, 44 Create panel, 11 credits, 189-191 curative effects, 111 current-time indicators, 83, 131, 138, 154

#### D

data transfer rate, 41 decibels, 207 DeNoiser filter, 209 Detect Beats option, 214-215 device control AV DV converters and, 52 capturing clips with, 44-45 problems with, 47, 48-49 devices available, 50 camcorders. See camcorders cameras, 10, 16, 38, 52 connecting to computers, 40-42 mobile, 49, 276-277 supported, 40 tape-based, 10, 40-47, 51 video, 16, 45-46 dialogue, 72, 223 digital cameras, 10, 16, 38, 52 disc formats, 229-231 disc menu templates, 236-239, 245 Disc Menus workspace, 17-18 docking/undocking panels, 33, 34 drop shadows, 292 drop zones, 247, 248, 249 DSLR camcorders, 30, 260

DSLR cameras, 38, 266 DV AVI format, 275 DV camcorders, 10, 16, 48-49, 83. See also camcorders DVD formats, 229-231 DVD players, 229 DVD-based camcorders, 16, 47-52 DVD-Recordable media, 229 DVDs. See also Blu-ray Discs adding scene markers, 231-232 auto-play, 233-234 burning, 229-230, 258-260 copying lesson files from, 3-4 menus for. See menus overview, 229-231 Web DVDs, 256-258, 260, 269 DVD-Video format, 229, 258

#### Ε

Edit in Photoshop Elements command, 296-297 edit points, 84, 85, 92, 99 Edit workspace, 16-17 editing, 80-106 color correction, 120-123 images in Photoshop Elements, 285-287 InstantMovies, 72, 74 Photoshop images in Premiere Elements, 296-297 SmartFix adjustments, 114-115 split edits, 214 in Timeline, 96-99 trimming. See trimming clips working with keyframes, 136-140 effects, 108-148 animating with keyframes, 136-140 applying, 116-118, 127 artistic, 112 audio, 16, 110-111, 215-216 Auto Tone & Vibrance, 116-118, 123 Cartoonr Plus, 112, 147-148 choosing, 116 compositing clips, 142–144 copying to/from clips, 123-131 curative, 111 deleting, 115, 126, 127 disabling, 115 displaying all, 112 effect masking, 147-148 exploring, 148 fades. See fading in/out fixed, 111, 112, 126 gallery of, 110 glow, 292 GPU, 165 image control, 112, 116-123 location of, 110 metallic, 136-138

motion controls, 112, 128-130, 145-147 opacity, 112 overlay, 112 pan and zoom, 112, 132-135 Picture-in-Picture overlay, 141-142 playback speed, 112, 131, 144-145 presets, 16 previewing, 118-119 rendering, 86, 118-120 Shadow/Highlight, 114, 115, 126-128 sharpening, 130 sound, 215-216 standard, 110, 126 Three-Way Color Corrector, 120-123 for titles, 185 toggling on/off, 115, 117 types of, 111-113 undoing, 118 using, 110-113 video, 16, 110-111, 148 Videomerge, 142-144 Vintage Photo, 291 Volume, 112 warped text, 293-294 zoom, 112, 132-135 Effects Properties view, 113, 114, 124 Effects view, 16 End key, 86 exporting. See also uploading movies/files audio only, 278 frames as still images, 277-278 movies to Facebook, 269-271 movies to mobile phones/players, 276-277 movies to websites, 268-269, 271 snapshot export function, 278 eye icon, 115, 117, 127, 131

#### F

Facebook, 269-271 fading in/out single-sided transitions for, 163-164 title clips, 183-184 using keyframes, 138-140 volume, 210-211 files. See also projects audio. See audio files AVCHD, 275 backing up to Photoshop.com, 74-77, 263, 268-269 BMP. 278 compatible movie formats, 275 finding, 60-62 lessons, 3-4 opening, 58, 64-65 optimizing for video, 288-289 organizing, 60-62

synchronizing, 76-77 uploading. See uploading movies/files video. See video files Windows Media, 275 finding items files, 60-62 in Smart Albums, 78 Fix panel, 11-13 fixed effects, 111, 112, 126 Flash Video (FLV) format, 266, 275 folders considerations, 2 creating, 62 finding clips, 60, 62 importing content, 53 organizing content in, 60, 62 ScratchDisks, 32 for storing audio/video, 32 for storing transitions, 153 fonts, 177-179, 238, 254, 291. See also text footage. See video footage forums, 5 fps (frames per second), 31 frames. See also keyframes advancing, 85 exporting as still images, 277-278 locating, 83, 85 moving to specific, 84 navigating between, 64, 84, 85 sharing single movie, 277-278 showing head/tail, 96 timecode and, 83 trimming. See trimming clips frames per second (fps), 31 Freeze Frame dialog, 277-278

#### G

gain controls, 206–209 Get Media view, 16, 38, 45, 49 glow effects, 292 GPU (Graphics Processing Unit) effects, 165

#### Н

hard disk importing video content from, 16, 53 space required for DV editing, 41 HDV (High Definition Video), 26, 130, 256, 266 HDV camcorders, 10, 16, 26, 48–49 HDV presets, 30–31 help features, 4, 5, 298 High Definition Video. *See* HDV History panel, 20 Home key, 86 Horizontal Type tool, 174, 180, 291 IEEE 1394 connectors/ports, 40-42, 45, 48, 230 Image Control effects, 112, 116-123 Image format, 275 images adding to menus, 247-249 adding to titles, 182-183 changing menu thumbnail, 239-242 combining with video, 101-103 copying/pasting, 189, 289-290 editing. See editing importing. See importing menu thumbnails, 239-242 sending to Premiere Elements, 285-287 still, 31, 62, 112, 247-249 importing audio/video clips, 39-40 content from hard disk, 16, 53 Photoshop images, 285-290, 294-295 video with Video Importer, 39-40, 47-52 Info panel, 19 In/Out points, 90-91, 97, 248, 250 InstantMovie view, 16 InstantMovies, 220-224. See also movies breaking apart, 73, 224 considerations, 223 creating, 71-74, 223 described, 71 editing, 72, 74 playback controls, 74, 224 previewing, 72, 74, 224 selecting music for, 72 tags and, 63 themes, 71-72, 220-221 Interest Level threshold, 105-106 interlaced video, 31 iPod/iPhone movies, 16, 49, 276-277

#### J

J-cuts, 214

#### Κ

kerning text, 177–178 keyboard shortcuts playback controls, 64 preview controls, 64 zoom controls, 94, 296 keyframes. *See also* frames animating effects with, 136–140 audio adjustments with, 210–211 in audio files, 205 creating, 210 creating fade-outs with, 138–140 creating image pan with, 132–135 deleting, 140, 210 described, 135 modifying, 140 opacity, 138–140 showing, 140 working with, 135–140 keyword tags. *See also* tagging applying to albums, 75–76 applying to clips, 67 categories/subcategories, 66 described, 63 working with, 66–67

#### L

layer styles, 296 layering, 93, 95 L-cuts, 214 lesson files, 3–4 letterboxes, 27–29 List view, 61

#### Μ

markers menu. See menu markers scene. See scene markers stop, 242, 243-244, 245 masking, 147-148 Media view adding content to projects, 62 content displayed in, 60 described, 16, 60 finding clips in, 60-62 organizing files in, 60-62 vs. Organizer, 59-60, 63 vs. project view, 56 menu markers. See also markers main menu markers, 244, 245 setting, 242-244 stop markers, 242, 243-244, 245 menus, 226-261 adding audio to, 247, 249-250 adding images to, 247-249 adding video to, 247-250 buttons on. See buttons creating DVDs with, 236-239 customizing, 245-250 image thumbnails, 239-242 previewing, 228-229, 238, 242 submenus, 242-245 metallic effect, 136-138 midtones, 122 Mixer Options dialog, 204-206 mobile devices, 49, 276-277

mobile phone movies, 16, 49, 276-277 mobile phones, 16, 49, 276-277 Monitor panel customizing, 33-34 overview, 14 playing movies in, 83-85 vs. Sceneline, 83 vs. Timeline, 83 working with, 83-86 zoom controls in, 85-86 motion controls, 112, 128-130, 145-147 Motion Tracking effect, 145-147 Move tool, 292, 296 movies. See also projects; video adding clips to, 87-89 combining video/still images, 101-103 exporting. See exporting Flash, 266, 275 importing. See importing InstantMovies. See InstantMovies iPod/iPhone, 16, 49, 276-277 mobile phone, 16, 49, 276-277 moving to beginning/end of, 86 narrating, 201-209, 212 navigating in, 83-85 playing. See playback previewing. See previewing QuickTime, 271, 275, 282 safe zones for TV, 176 scrubbing through, 84 sharing. See sharing movies themes, 71-72, 218-225 transitions in. See transitions uploading. See uploading movies/files viewing, 58-59 YouTube, 266-268 zoom controls. See zoom controls MPEG format, 275 music background, 199-201, 223, 245 detecting beat of, 214-215 fading in/out, 210-211 playback, 200, 202 selecting for InstantMovie, 72 theme, 72, 223 My Project panel customizing, 33-34 overview, 14-15 Sceneline view and, 86-92 switching between views, 86 Timeline view and, 93-96 Zoom controls in, 94

#### Ν

narration, 201–209, 212 navigation DVD menus, 236 frames, 64, 84, 85 hard drives, 53 in movies, 83–85 root folder, 71 scenes, 47, 241 shuttling through movie, 45, 74, 84 navigation buttons, 239, 242, 253 New Project panel, 12 noise, background, 207, 209, 215 normalization, 209 NTSC settings, 44, 272

#### 0

objects adding, 147 aligning, 182 animating, 51 deleting from scenes, 90 menu buttons, 253 tracking, 145, 147 opacity, 112, 138-140, 183-184 Opacity effect, 112 opacity keyframes, 138-140 Organize panel, 11, 222 Organize workspace, 60 Organizer, 56-79 described, 59 moving/resizing, 65 opening, 63, 64 opening files in, 60 tagging in, 63-78 using, 8-20, 282-284 vs. Media View, 59-60, 63 work area, 10, 86, 120 working in, 10-20 organizing content, 56-79 Auto Analyzer, 67-70 in folders, 62 keywords. See keyword tags in Media view, 60-62 overview, 58 on Photoshop.com, 74-77 in Project workspace, 59-60 Smart Albums, 78 sorting data, 61 star ratings, 63, 65 tagging. See tagging

Out/In points, 90–91, 97, 248, 250 output resolution, 274 overlay effects, 112 overlays, 90 overscan, 176

#### Ρ

PAL settings, 44, 271 Pan and Zoom tool, 112, 132-135 panning images, 112, 132-135 phones. See mobile phones Photoshop Elements, 280-299. See also Premiere Elements creating files optimized for video, 288-289 creating Premiere Elements projects in, 285-287 customizing titles in, 289-295 editing images in Premiere Elements, 296-297 launching/getting started in, 282-284 sending images to Premiere Elements, 285-287 using with Premiere Elements, 280-299 Photoshop.com account creation, 75 availability of, 74 backups to, 21, 74-77 logging in to, 268 sharing movies via, 263, 268-269 synchronizing video on, 21, 76-77 uploading files/movies to, 74-77, 263, 268-269 uploading Web DVDs to, 256-257, 269 working with, 8, 20-22 Picture-in-Picture overlay, 141-142 pixel aspect ratio, 28, 30-31 Play buttons, 233, 253 playback with Auto-Play button, 233 auto-play discs, 233-234 InstantMovie, 74 in Monitor panel, 83-85 music, 200, 202 pausing, 80-106 Play buttons, 253 with Play/Pause toggle, 45, 64, 74, 83 quality, 119 reversing playback, 112, 131 shortcuts, 64 with spacebar, 45, 64, 74, 83 speed, 112, 131, 144-145 starting/stopping, 64, 83 player movies, 276-277 Play/Pause toggle (spacebar), 45, 64, 74, 83 preferences Auto Analyzer, 67-68 Auto Save, 32 Backup/Synchronization, 21, 76 Device Control, 48

General, 31-32 Premiere Elements, 31-33 projects, 31-33 Scratch Disk, 32 Transitions, 155, 165, 287 Premiere Elements. See also Photoshop Elements editing Photoshop images in, 296-297 help features, 4, 5 importing Photoshop images, 285-290, 294-295 installing, 3 preferences. See preferences presets. See presets project settings for, 26-31 resources, 4-5, 298 system requirements, 2 using with Photoshop Elements, 280-299 workflow in, 8, 288 workspace for, 8-10 presets AVCHD camcorders, 266 choosing, 30-31 DSLR cameras, 266 effects, 16 for exporting to mobile devices, 276 information about, 26 resolution, 274 saving, 125 for sharing on personal computer, 271-274 for sharing on Photoshop.com, 268 for sharing on YouTube, 266 standard definition (SD), 274 using, 26, 27 viewing, 125 Preview Disc window creating auto-play discs, 233-234 modifying scene marker buttons, 241-242 working with, 228-229 Preview view, 64-65 Preview window, 58-59, 71 previewing animations, 185 clips, 58-59 effects, 118-119 InstantMovies, 72, 74, 224 keyboard shortcuts, 64 menus, 228-229, 238, 242 movies, 58-59, 71 in Premiere Elements, 86 guality of, 119 rendering, 72, 73 shortcuts, 64 skipping, 58 transitions, 155, 158, 163, 164, 166 video on TV, 83, 176, 233, 239 progressive video, 31

Project view, 56, 60 Project workspace overview, 15-16 working in, 59-60 projects. See also files; movies; video adding content to, 62 creating in Photoshop Elements, 285-287 designating chapters in, 231-232 exporting. See exporting opening, 33, 58, 64-65, 236 playing. See playback preferences, 31-33 previewing. See previewing recent, 33, 236 rendering, 86, 119, 256, 257, 274 saving, 32, 33 settings, 26-31 Properties view, 19 Push transition, 155-156

#### Q

quality issues analyzing. *See* Auto Analyzer anti-aliasing and, 163 considerations, 63 disc capacity and, 260 fixing with SmartFix, 13 identifying suboptimal clips, 105–106 output format, 275 playback, 119 previews, 119 rating quality, 70 tagging poor-quality clips, 63 Quality Level threshold, 105–106 QuickTime, 271, 275, 282

#### R

recordable discs, 230 rendering background, 86 effects, 86, 118–120 previews, 72, 73 projects, 86, 119, 256, 257, 274 transitions, 165 work area, 86, 120 resolution Blu-ray/AVCHD discs, 260 considerations, 30–31 output, 274 presets, 274 video, 30–31, 266 YouTube, 266 resources, 4–5, 298 rewritable discs, 230 ripple deletion, 90 rolling credits, 189–191

#### S

saving Auto Save feature, 32, 33 imported files, 50-51 presets, 125 projects, 32, 33 Scene Detect feature, 43-44 Scene Marker buttons, 239-242 scene markers. See also markers adding, 231-232 automatically generating, 234-236 button labels/image thumbnails, 239-242 described, 245 Sceneline view. See also Timeline view adding clips, 86-89 deleting clips, 90 described, 14 moving clips, 89 slide shows, 101-103 Split Clip tool, 92-93 switching between views, 86 trimming clips, 90-92, 93 vs. Monitor panel, 83 working in, 81 working with My Project panel, 86-92 scenes deleting objects from, 90 navigation, 47, 241 restoring, 90 splitting video into, 43-44 Scratch Disk preferences, 32 scrubbing through video, 84 SD cards, 38, 49 SD presets, 274 SD (standard definition) video, 26, 114, 130, 163, 256 searches for files, 60-62 Smart Albums, 78 settings-related issues, 27-31 Shadow Amount slider, 127 Shadow/Highlight effect, 114, 115, 126-128 shadows, drop, 292 Share panel, 11 Share workspace burning discs, 259 overview, 18 sharing/exporting video, 264, 268, 274 Web DVD creation, 256

sharing movies, 262-279 from computer, 271-274 considerations, 264 presets for. See presets sharing single frames, 277-278 via Facebook, 269-271 via mobile phones/players, 276-277 via Photoshop.com, 263, 268-269 via YouTube, 266-268 sharpening clips, 130 Shuttle control, 45, 74, 84 Skip Previews button, 58 slide shows creating, 101-103 length of, 287 using Photoshop images, 285-287 Smart Albums, 78 Smart Tags, 11, 68-70, 78, 220 Smart Trim mode, 103-106 SmartFix feature, 114-115 SmartMix feature, 72, 201-203 SmartSound Ouicktracks, 199-201 snapshot export function, 278 sorting content, 61 sound. See audio source footage. See video footage speed controls, 112. See also playback Split Clip tool in Sceneline view, 92-93 in Timeline view, 99-103 split editing, 214 splitting clips in Sceneline, 92-93 in Timeline, 99-103 Stabilize filter, 130-131 stacking order, 188 standard definition. See SD standard effects, 110, 126 star ratings, 63, 65 static masks, 147 still images, 31, 62, 112, 247-249 stop markers, 242, 243-244, 245. See also markers stop-motion video, 51 storyboard-style editing, 14, 25, 86 strokes, 292, 296 styles lavers, 296 text, 177-178, 187, 292 submenus, 242-245 synchronization, 76-77 system requirements, 2

#### т

tagging, 63-78. See also keyword tags clips in Organizer, 64-65 creating Smart Albums with, 78 described, 63 Smart Tags, 11, 68-70, 78, 220 star ratings, 63, 65 tape-based devices capturing stop-motion from, 51 capturing video, 10, 40-47 Tasks panel customizing, 33-34 overview, 15-18 using Transitions view in, 153-154 templates applying, 237 disc menu, 236-239, 245, 247, 249 drop zones in, 247 replacing, 237 titles, 172, 191-192, 240 text. See also titles alignment, 182, 291 buttons, 251-255 centering, 177, 180, 186, 189 changing menu titles/buttons, 253-255 color, 180-181, 187-188, 255 fonts, 177-179, 238, 254, 291 Horizontal Type tool, 174, 180, 291 kerning, 177-178 modifying in titles, 175-185 repositioning, 175 size, 177-179 styles, 177-178, 187, 292 superimposing over video clips, 185, 186-189 warped, 293-294 theme music, 72 themes, movie, 71-72, 218-225 Themes view, 17 Three-Way Color Corrector effect, 120-123 thumbnail scene buttons, 250-255 thumbnails, image, 239-242 Time Stretch tool, 131, 144-145 timecode, 43, 46, 70, 83, 84 Timecode control, 84 timecode-based scene detection, 43-44, 45 time-lapse video, 51 Timeline view. See also Sceneline view adding/deleting tracks in, 95 considerations, 93 customizing track display, 96 described, 14-15 editing in, 96-99 slide shows, 101-103 Split Clip tool, 99-103 switching between views, 86

trimming clips in, 97-99, 100 vs. Monitor panel, 83 working with My Project panel, 93-96 zoom controls in, 94, 97, 100, 296 title safe guides, 289 titles. See also text adding images to, 182-183 animating still, 185 centering, 180 color, 180-181, 187-188 creating, 173-175 customizing in Photoshop Elements, 289-295 fade effects in, 183-184 modifying text in, 175-185 rolling credits, 189-191 superimposing over video clips, 185, 186-189 templates for, 172, 191-192 working with, 172 Titles view, 16 title-safe zones, 176, 253 tonal range, 121-123 tracks. See also audio tracks; video tracks adding/deleting, 95 changing height of, 95 customizing view, 96 displaying, 94 enlarging, 138 horizontal, 14 stacking order, 95 using Picture-in-Picture overlay for, 141-142 vertical, 93 transitions, 150-168 accessing, 153-154 adding to multiple clips, 165-166 alignment, 159, 162 applying, 154–155, 287 audio, 16, 153 considerations, 152-153, 167-168 copying/pasting, 166 deleting, 155 deleting clips and, 90 duration of, 164, 167 experimenting with, 168 fading in/out, 138-140, 163-164 GPU-accelerated, 165 length of, 155, 158 modifying default settings, 158-161 moving clips and, 89 preferences, 155, 165, 287 previewing, 155, 158, 163, 164, 166 properties, 155-157 rendering, 165 replacing, 161-163 reversing, 159 smoothing, 163, 165, 166 video, 153, 154, 165

working with, 152-167 Transitions view, 16, 153-154 trimming clips In/Out points, 90-91, 97 in Sceneline, 90-92, 93 in Timeline, 97-99, 100 using Smart Trim, 103-106 troubleshooting aspect ratio, 27 Community Help, 4 correcting problems in footage, 111 curative effects, 111 device-control issues, 48-49 resources for, 4-5 settings-related issues, 27-31 ΤV previewing video on, 83, 176, 233, 239 safe zones for, 176 Type tool, 174, 177, 180, 182 Type Tool button, 174

#### U

undo feature, 20 uploading movies/files. *See also* exporting to Facebook, 269–271 to Photoshop.com, 74–77, 263, 268–269 Web DVDs, 256–257, 269 to websites, 268–269, 271 to YouTube, 266–268 USB ports, 230

#### ۷

VHS video, 52 Vibrance slider, 117 video. See also movies; projects; video footage adding to menus, 247-250 adding to projects, 62 analog, 38, 52 black, 173-174 capturing. See capturing video compatible formats for, 275 editing. See editing exporting. See exporting Flash, 266, 275 HD, 26, 130, 256, 266 importing. See importing linking/unlinking with audio, 214 navigating in, 83-85 organizing. See Organizer playing. See playback previewing. See previewing QuickTime, 271, 275, 282 resolution, 30-31, 266 scrubbing through, 84

video (continued) SD, 26, 114, 130, 163, 256 source footage. See video footage stop-motion, 51 synchronizing, 76-77 time-lapse, 51 trimming linked audio and, 214 uploading. See uploading movies/files VHS, 52 zoom controls. See zoom controls video deck. See camcorders video devices, 16, 45-46. See also camcorders video effects. See also effects deleting, 115, 126, 127 gallery of, 148 using, 110-111 viewing, 16 video files compression, 258 importing, 38 inserting as menu background, 250 video footage. See also clips; content; video analyzing. See Auto Analyzer aspect ratio, 27-31, 273 capturing. See capturing video choosing for Video Importer, 49-50 considerations, 28, 260, 266 converting analog to digital, 52 correcting shakiness of, 130-131 disk space required for, 41 editing. See editing exporting. See exporting grabbing frames from, 277-278 importing. See importing indoor/outdoor shoots, 115 inputting from camcorders, 10 organizing. See organizing content project setup, 26-27, 30 resolution. See resolution settings for, 30-31 spacing between lines, 179 trimming. See trimming clips types of, 38

Video Importer, 39–40, 47–52 video tracks. *See also* tracks customizing view, 96 enlarging, 138 working with, 94–96 video transitions, 153, 154, 165 Video Transitions folder, 153, 154, 165 Videomerge effect, 142–144 Vintage Photo effect, 291 volume adjustments, 204–212, 215 Volume effect, 112

#### W

warped text, 293–294 waveforms, 207, 208–209 Web DVDs, 256–258, 260, 269 webcams, capturing video from, 16, 40, 42, 44, 45 websites compatible formats for, 275 uploading movies to, 268–269, 271 white balance, 122 Windows Media files, 275 work area, 10, 86, 120 work area bar, 266, 268 workspaces. *See also specific workspaces* customizing, 33–34 illustrated, 7 overview, 8–10

#### Υ

YouTube movies, 266-268

#### Ζ

zoom controls keyboard shortcuts, 94, 296 in Monitor panel, 85–86 in My Project panel, 94 in Timeline, 94, 97, 100, 296 zoom effects, 112, 132–135 Zoom In button, 94, 97, 100, 183