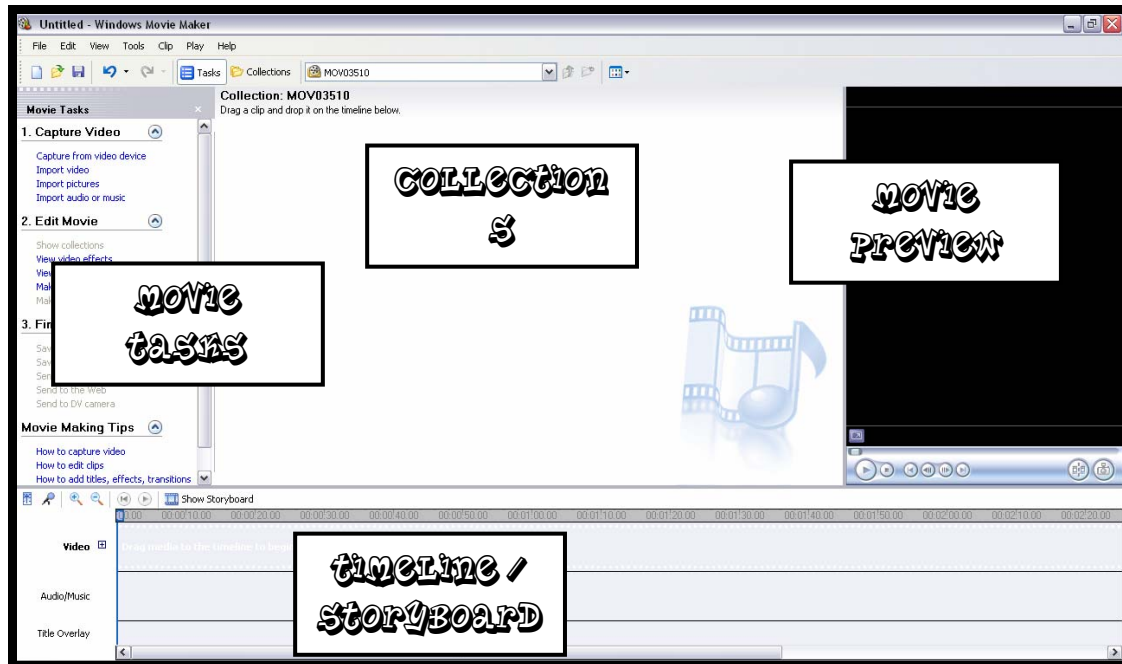
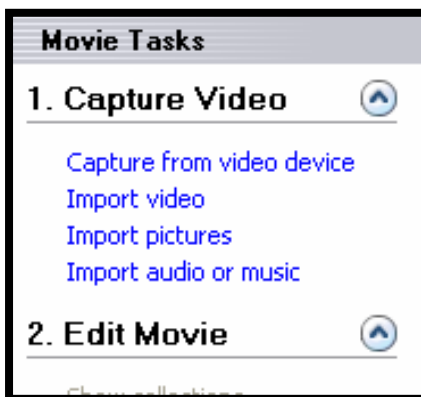




## Using Windows Movie Maker

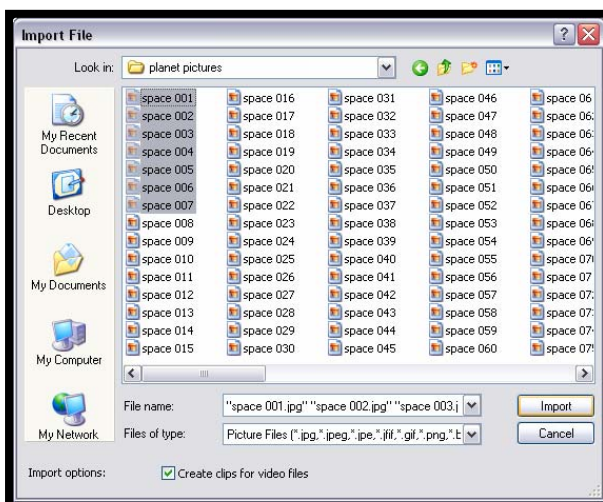


### Importing Video / Images / Audio



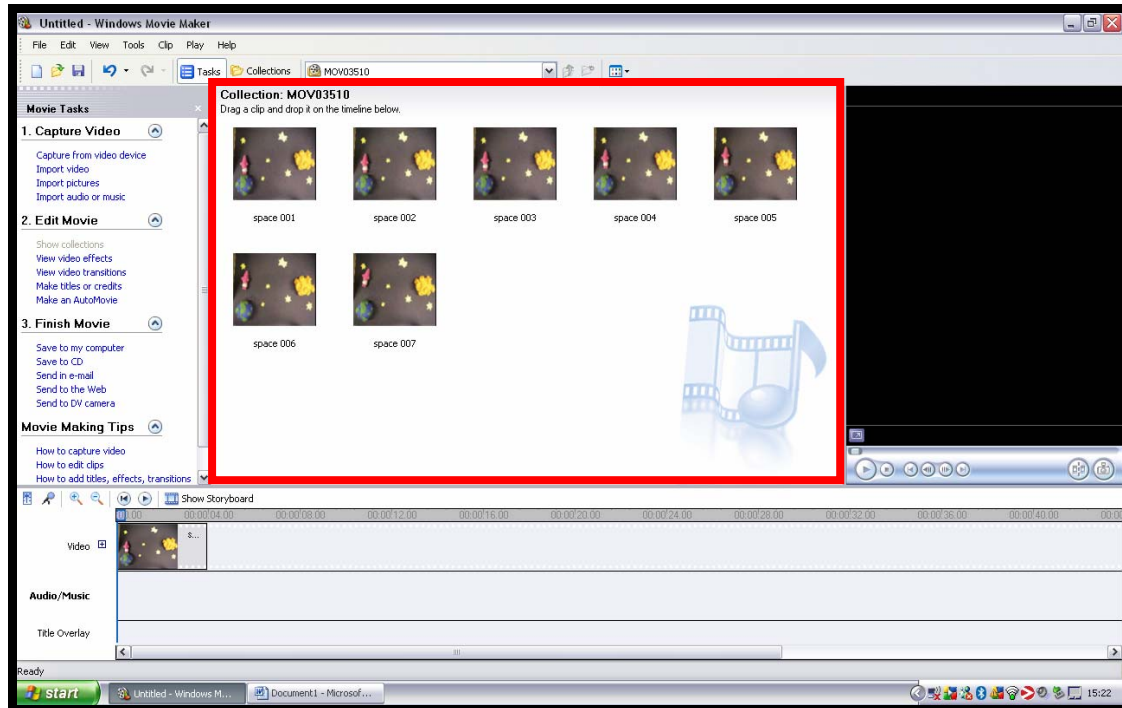
The first “task” in the Movie Tasks panel is called **1. Capture Video**.

From here, you can capture video for our movies or import video, pictures or music. Clicking on “Import video/pictures/audio” will allow you to locate and select any video, images or audio you would like to put into your movie.



When the **Import File** window opens, you will be required to choose the files you wish to import into your movie.

**NOTE!** You can import more than one file at a time by clicking and dragging a large box around the files you want to import.



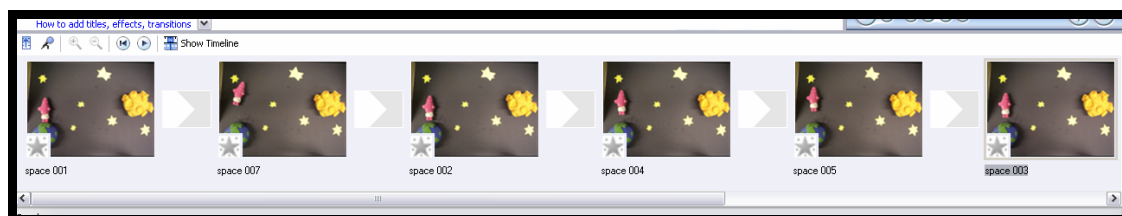
All files that are imported will appear in the **Collections** panel.

### Timeline View



The timeline view allows you to view all aspects of your movie in timeline form. This is useful for viewing/editing the length of your video and audio.

### Storyboard View



Storyboard view allows you view your video as a storyboard. This is useful for easily seeing how your video clips or images are ordered and what transitions have been used and where effects have been added.

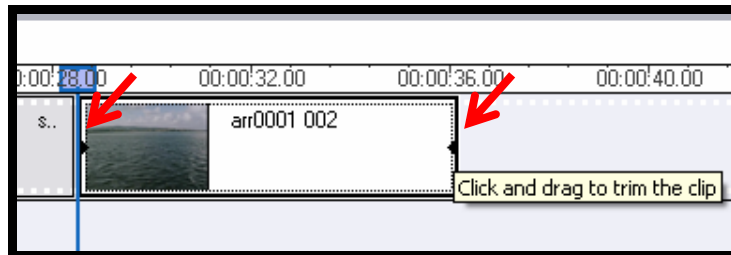


## Editing Techniques

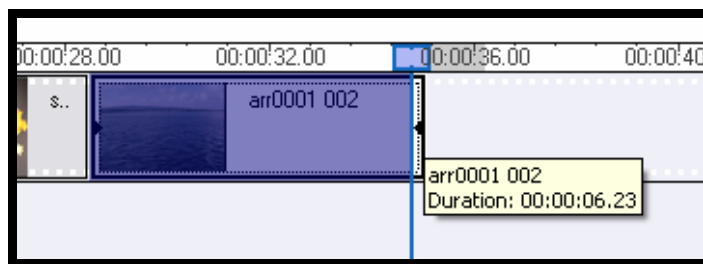
Sometimes it may be necessary to edit the length of one of your video clips or images. There are 2 methods of doing this: **Trimming** and **Splitting**.

### Trimming

**Trimming** a video clip is quite simply reducing the length of time of a clip or image by trimming time from the start or end.



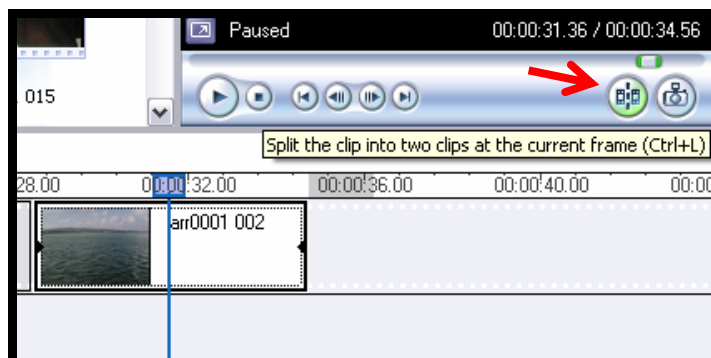
First of all click on the clip you wish to edit. When you do this, the clip/image will be highlighted by a thick black border. At either end of the clip/image will be 2 small triangles.



By clicking and dragging this triangle, you can trim time off the end of (or start of) your clip/image.

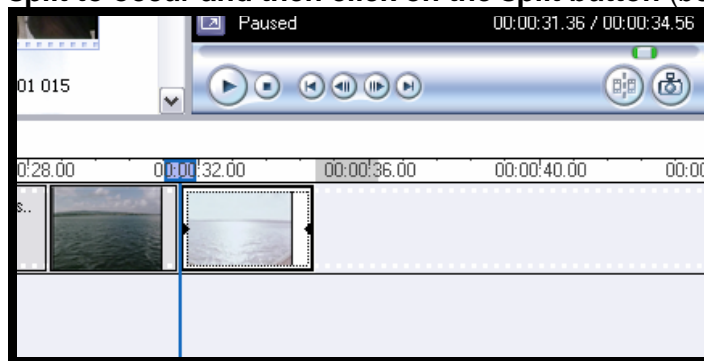
### Splitting

**Splitting** a clip or image will split that selection into 2 parts. These 2 parts can then be moved/edited separately.



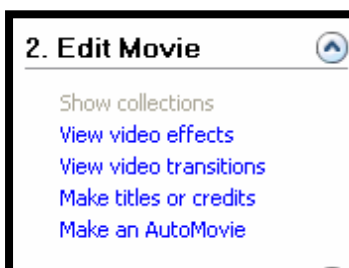


First of all select the clip/image you wish to split. When selected, the clip/image will be highlighted by a thick black border. **Select on the timeline where you want the split to occur and then click on the split button** (below the movie preview pane).



After clicking on the split button, the original clip is now in 2 parts.

### Adding Transitions and Video Effects



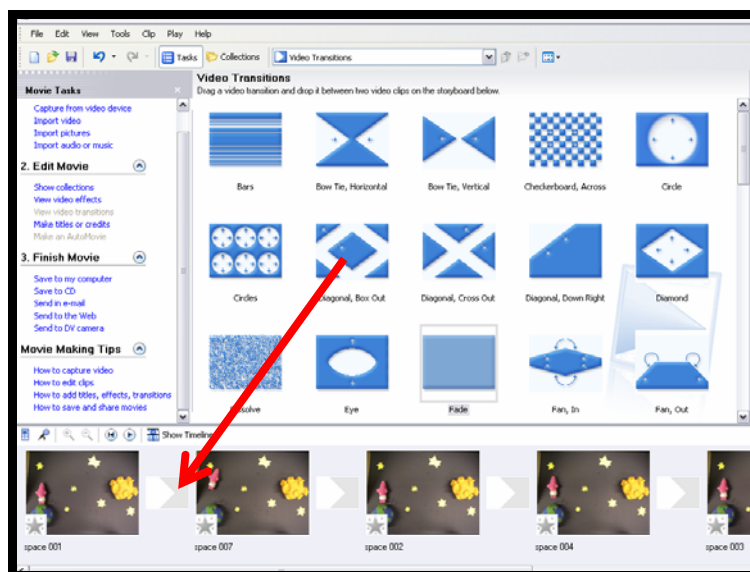
The second “task” in the Movie Tasks panel is **2. Edit Movie**.

From here you can add effects, transitions and titles to your movie.

**NOTE!!** The easiest way to add transitions and effects is in **Storyboard** view.

### Transitions

A transition is how your movie changes from clip to clip. E.g. you may want one of your clips to fade out.



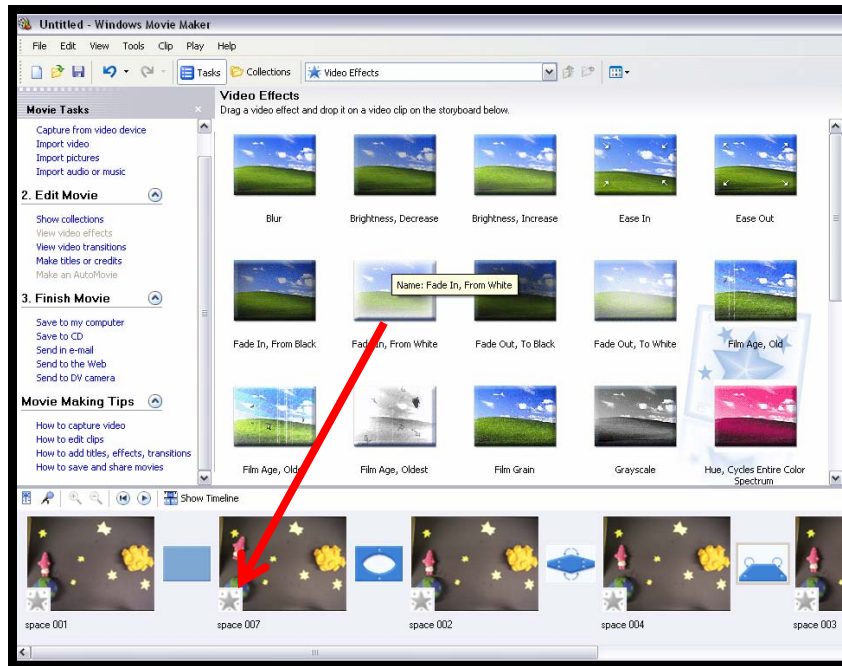
To add a transition to your movie, click on **View video transitions** under **Edit Movie** in the **Movie Tasks** panel. A selection of transitions will now appear in the



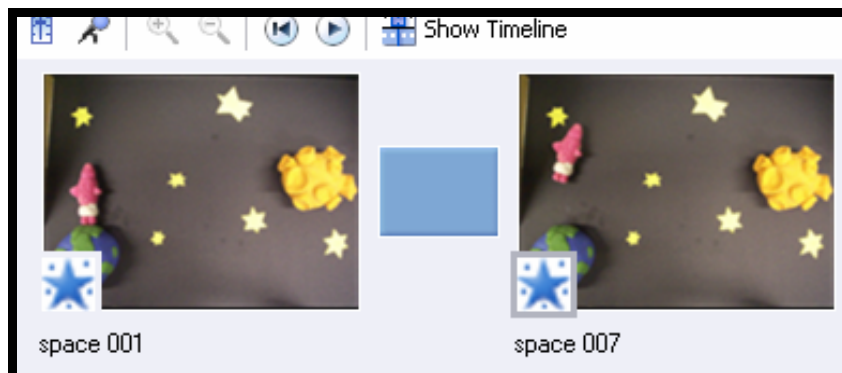
**Collections** panel. To add a transition in between 2 clips **click and drag the chosen transition to the transition box in-between the clips.**

## Video Effects

Adding a video effect adds a filter to the selected clip/image. E.g. adding a blur effect to a clip.



To add an effect to your movie, click on **View video effects** under **Edit Movie** in the **Movie Tasks** panel. A selection of effects will now appear in the **Collections** panel. To add an effect to a clip/image **click and drag the chosen effect to the transition box in-between the clips.**



The example above shows how transitions and effects appear on **Storyboard** view. **Transitions** appear in-between clips/images while **effects** show up as stars on the corner of the clip/image.



## **Titles and Credits**

Titles can be added, before, during and after your movie. To add titles to your movie, click on **Make titles or credits** under **Edit Movie** in the **Movie Tasks** panel.

**NOTE!!** Switch to **Storyboard** view and select your clip first!

**Where do you want to add a title?**

Add [title at the beginning](#) of the movie.

Add [title before the selected clip](#) on the storyboard.

Add [title on the selected clip](#) on the storyboard.

Add [title after the selected clip](#) on the storyboard.

Add [credits at the end](#) of the movie.

[Cancel](#)

The next step is to choose when your text will appear.

**Enter Text for Title**  
Click 'Done' to add the title to the movie.

Test Text

[Done, add title to movie](#)[Cancel](#)

More options:  
[Change the title animation](#)  
[Change the text font and color](#)

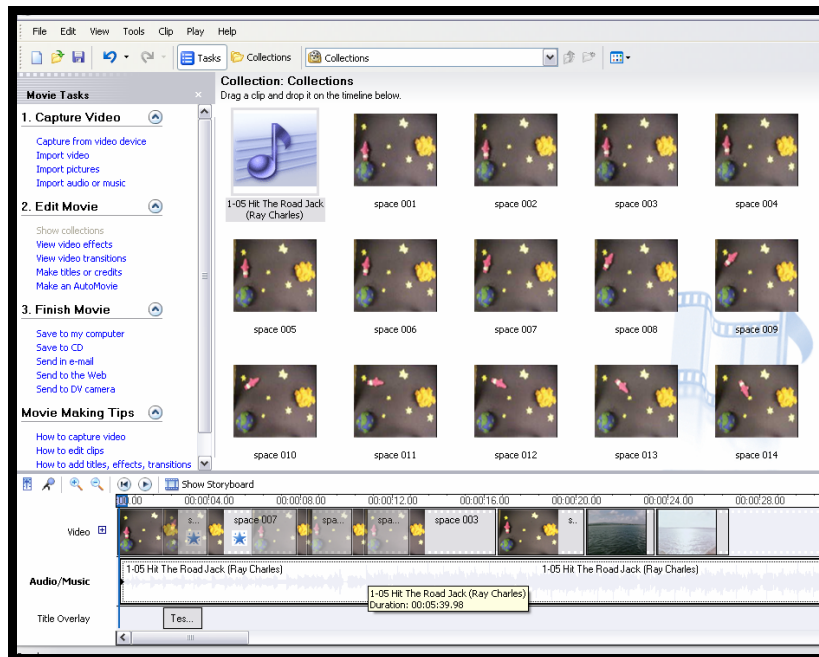
The next step is entering the text that will appear before/on/after the selected clip. Once you have completed this, you can change how the titles appear on the clip by changing the title animation, font and colour.

When you have completed entering your text click on **Done, add title to movie**.



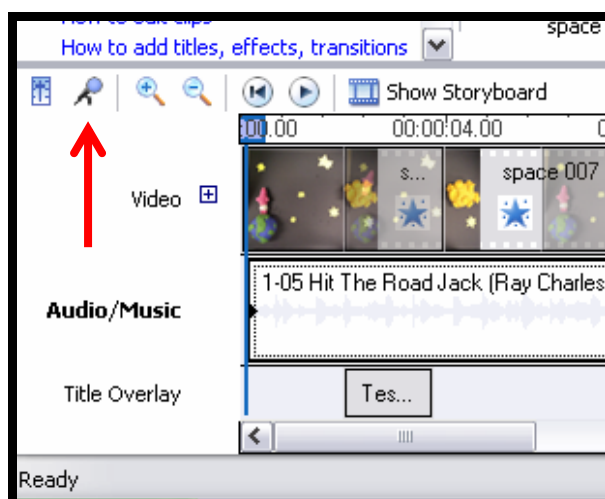


## Adding a Soundtrack

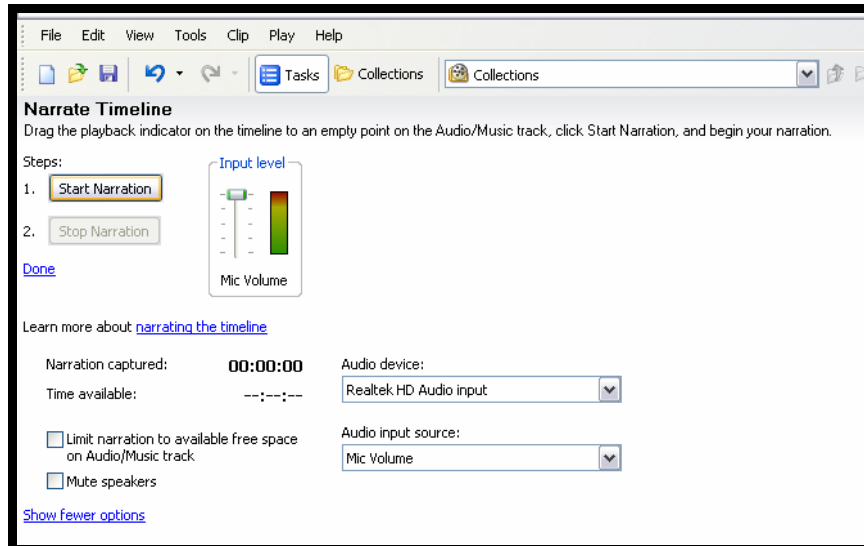


To add music to your video, click on **Import audio or music** from **1. Capture Video** in the Movie Tasks panel. This is the exact same process as importing video clips or images. When you have found and chosen your music, it will appear in the **Collections** panel. Simply click on your selection and drag it to the **Timeline**. The music/audio track will appear below the video track on the timeline and can be moved, trimmed and split just like a normal video clip.

## Narration



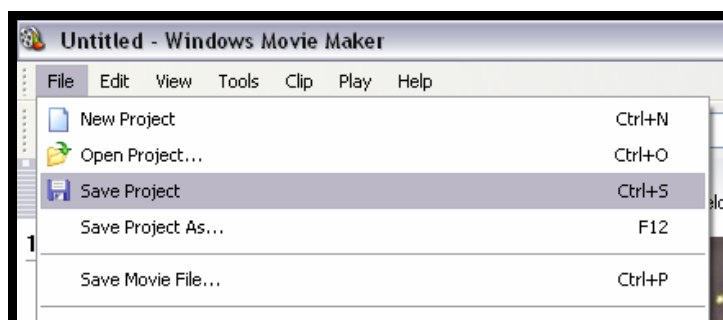
To add narration to your movie you will firstly need a microphone. To begin recording you must click on the narration button situated just above the timeline and to the left.



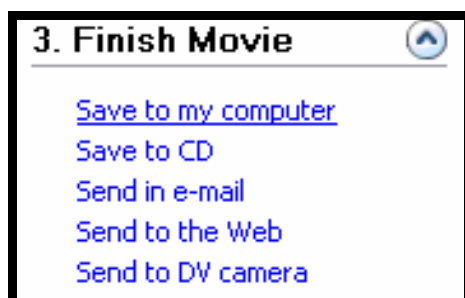
The **Narrate Timeline** menu will then appear. To start recording your narration click on the **Start Narration** button and begin. To stop recording, click on the **Stop Narration** button and then click **Done**. Your narration will appear as an audio track on your timeline.

### **Saving and Exporting**

As with most editing software, you will save your work as a project. Your project will be saved as a Windows Movie Maker file.

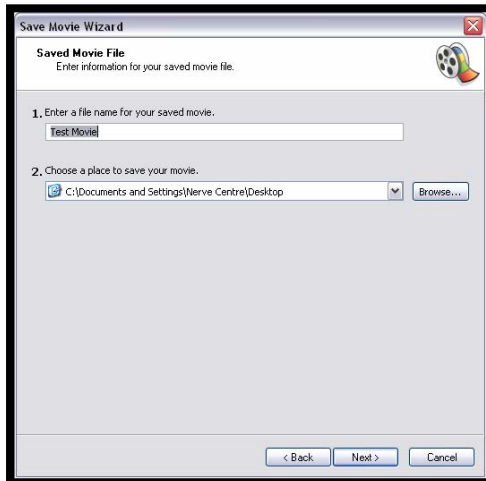


When your movie is finished it will have to be exported – this will bring all the elements of the movie together and export it as a **.wmv** file. Exporting the project allows your movie to be played as a finished movie file on media players.



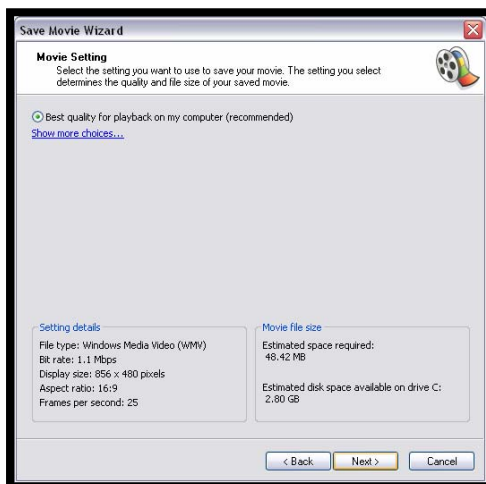
To begin exporting your movie, click on **Save to my computer** in **3. Finish Movie** in the Movie Tasks panel.





A window will then appear asking you to enter a name for your movie and a location to save it to.

Click **Next** to continue.



The next window will summarise the settings of your video before exporting it.

Clicking on **Next** will begin the export.