Winthrop University edTPA - Clipping Your Video

After Filming

There are 2 ways we recommend moving the files from the video camera to a computer. The first is to use a high speed USB memory card reader. At this point the University is not providing these to students, however they can be purchased through the ITC or on your own. The memory card reader will allow you to import your videos quickly. These plug directly into a USB port on your computer.

The second way to import video is through the USB cable provided with the video camera. The following directions will show you this method of connecting your video camera to the computer to export your files to a computer. The video clips take about ½ the time of their length to transfer to the computer so estimate that if your video clip is 60 minutes, it will take 30 minutes to import into the computer.

Connecting the Video Camera to a Windows Based Computer

- Connect the power cable to the video camera
- Open the LCD screen (the video camera will automatically turn on)
- Plug the USB cable into your computer

Plug the smaller end of the USB cable into your video camera

Press the Play button on the side of the camera

The computer should automatically recognize that a video camera is connected. Wait about 30 seconds for the computer to recognize the video camera and install the drivers needed to read from the video camera.

Note: If the computer does not recognize the video camera, then you might need to download software to transfer the files from the video camera to the computer. Canon suggests downloading the Transfer Utility LE from:
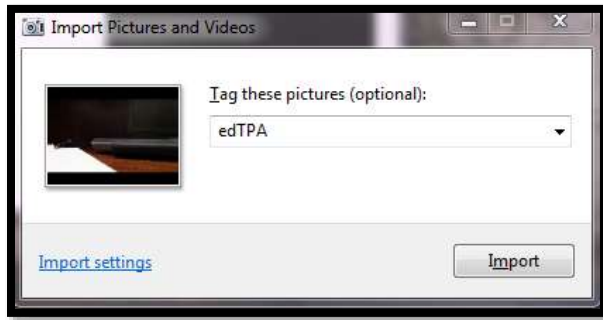http://www.usa.canon.com/cusa/support/consumer/camcorders/high_definition_camcorders/vixia_hf_r600#BrochuresAndManuals
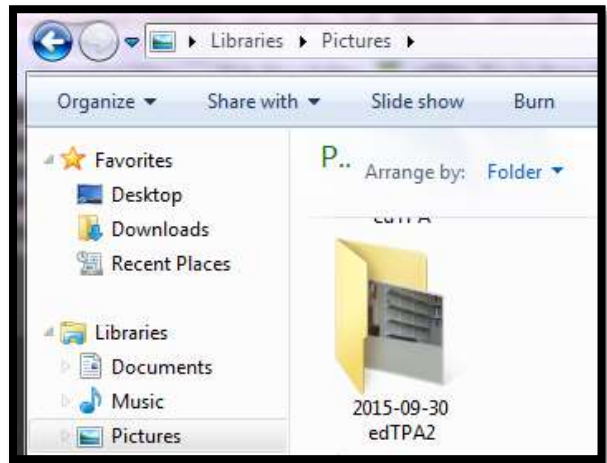
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Importing Video Clips to a Computer

When the computer recognizes the camera, you will see an import screen.

- Tag the photos with edTPA. This will add the words edTPA and the date to a folder in your Pictures folder to help you find your files easier in the future.
- Click the Import button to start importing the video clips into the computer. Remember that it might take several minutes for the clips to import into the computer.

- When transferring is complete, you will see a list of the items imported into the computer. You can open then to view or close the window.
- Later when you need the videos, they will be stored in the Libraries folder > Pictures folder for that user.

There are several ways to trim your videos once they have been imported into the computer. We recommend a few that we will support in the Instructional Technology Center.

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Clipping your Video

Choosing a Program

Once your video has been moved to a computer, you have a few options of programs to use to trim it.
Choose the program you are most familiar with but keep in mind:

WHAT platform do I have to work with?

WHERE will I be editing this file?

HOW much time will I have to edit this file?

WHO can help me edit this file?

After you have answered those questions, consider these free options for clipping your files.

> Windows Platform- Windows Moviemaker
>
> Apple Platform- iMovie
>
> Cloud Based- Swivl Cloud

Remember, that the most editing you should do is to trim the clip you need into a size needed to upload
to LiveText for edTPA. Your file size limitation is 100 MB. Videos can be uploaded in the following
formats: flv, asf, qt, mov, mpg, mpeg, avi, wmv, mp4, m4v. We recommend that your file be saved in
mp4 format since it is the most common across platforms. All three of these options allow you to save
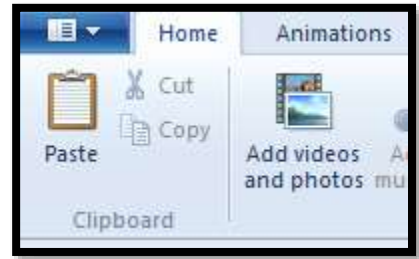the video as an mp4 file.

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Windows Moviemaker

Add a video

Click the Start button, and type "Movie Maker" in the search field to open the program

- On the Home tab, click Add Videos and Photos.
- Browse to where your video is saved.
- Select it and click Open.
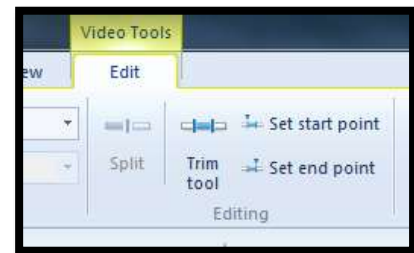- Movie Maker will import and prepare your files for trimming.

*Note, the longer your video is, the longer the file takes to import. A 1 hour video at 1.5 GBs will take about 30-45 minutes to import.
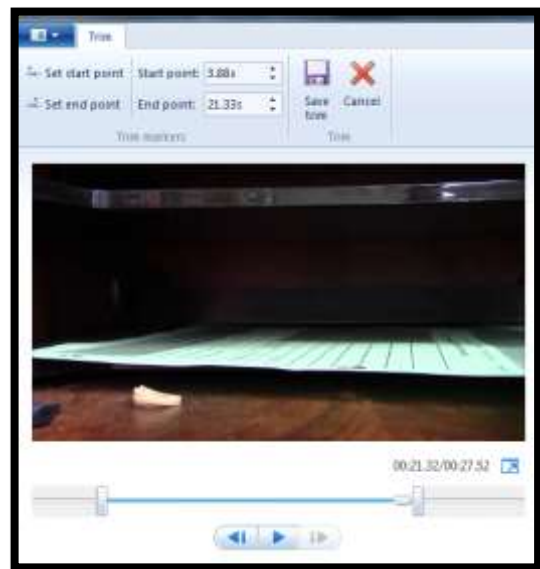
Trim video

Trimming the video allows only the part of the video you want appears in your final movie. Click on your movie.

- In the Menu bar, click on Edit
- Click the Trim Tool

- Use the slider bars under the video clip to choose which parts of the clip to trim
- The bar on the left will trim from the beginning of the video
- The bar on the right will trim from the end of the video

Note the start point time and the end point time at the top of the screen to help you determine the length of the video
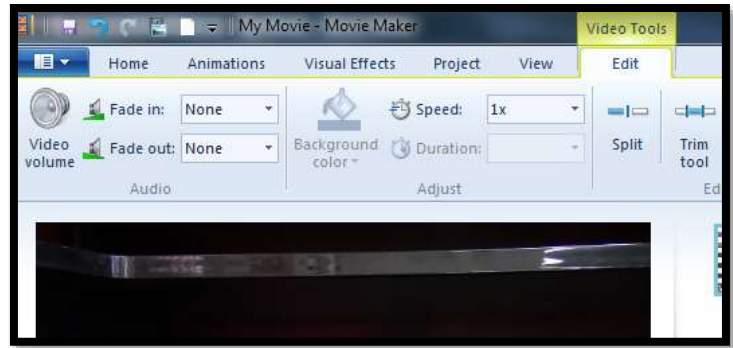
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Change the audio volume

To change the volume of the audio in a video, click the video.

- Under Video Tools, click the Edit tab
- Click Video volume
- Move the slider left to lower the volume or right to increase it.

Save and Export Your Video

Once you have your video trimmed, you can save it.

- Click the Home tab
- Click Save Movie in the right corner of the menu bar
- In the drop down menu, choose "For Computer"
- Give the file a name and save it to your computer
- The video will automatically save as an mp4 file

The save time will depend on the length of your movie. The longer the file, the more time it will take to save, so be patient. Be sure to check the file size of the video to be sure it is smaller than 100 MB. If it is too large, then see the directions to compress the video.

Created by Joyce Camp – Winthrop University ITC Director – Spring 2016

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iMovie version 10.1

Add a video

In the iMovie window, click the + sign in the upper left corner to create a new project.
Choose Movie.

The Theme window will open.
Choose No Theme
Click Create in the lower right corner
In the pop up window that opens at the top of the screen, give the movie a name and then click OK
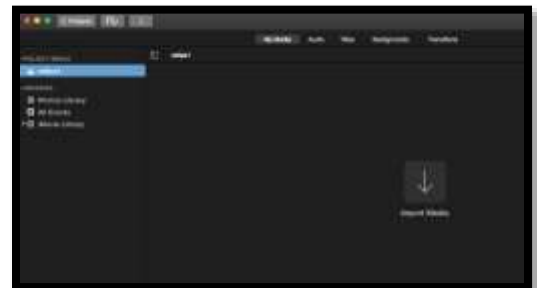
The projects window will open
Click on the name of your project on the left side of the screen

Click Import Media
Browse to the location of your video
Import into iMovie

You will see your video in the upper left side of the screen as a timeline and in the upper right side of the screen as a large thumbnail

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Trim the video

Click somewhere on the video on the left side of the screen
On your keyboard, press Command – A to Select All
Drag the video file to the bottom of the window in order to begin editing

To watch the video, place your mouse somewhere on the video and press the spacebar to start playing. When you want to stop watching, click the spacebar again to stop the video. You will see a white line move through the video as it is playing. This is called the Playhead.

In order to trim the video in iMovie, you need to split the movie into segments and delete the segments you don't want.
Move the playhead to the location where you want to split the video
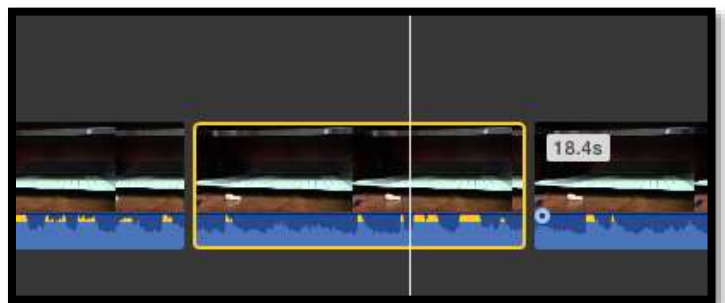In the menu bar, click Modify
Then click Split Clip
**Note that you can also trim to playhead if you are trimming the beginning of your clip. You can't trim to playhead if you are trimming the end of your clip.

Your clips will show at the bottom of the screen
Click on a clip to highlight it in yellow
Press Delete on the keyboard to delete the clip (Note- Press the large delete key, not the one close to the number pad)
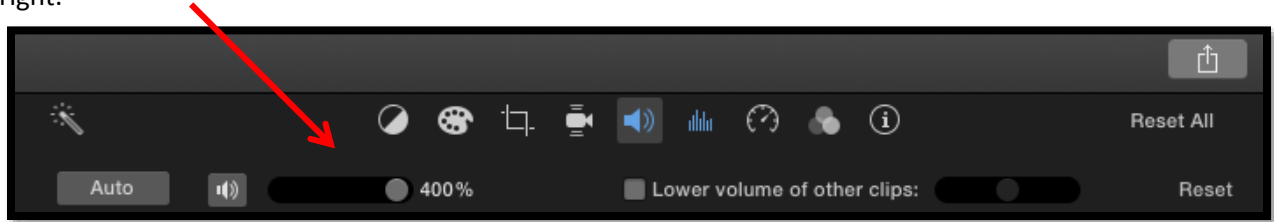
You have now trimmed away a piece of the video that you don't need. Just be sure that you are only clipping from the beginning or the end of the video for edTPA.

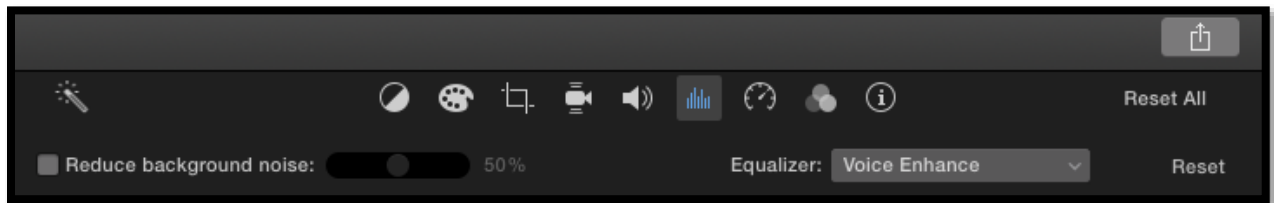# Winthrop University edTPA - Clipping Your Video

Change the audio volume

In the upper right corner of the window are some editing tools. There are two tools that can enhance your audio.

Choose the Volume tool to increase the volume of the clip by sliding the dot in the volume area to the right.
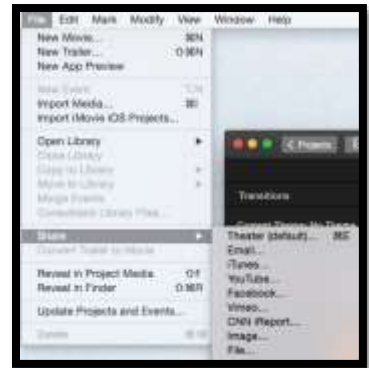

Choose the Noise Reduction and Equalizer tool to enhance the voice if necessary.

Save and Export Your Video

iMovie automatically saves your changes as you are working on your project. Once you have completed all your changes, you can export your video.
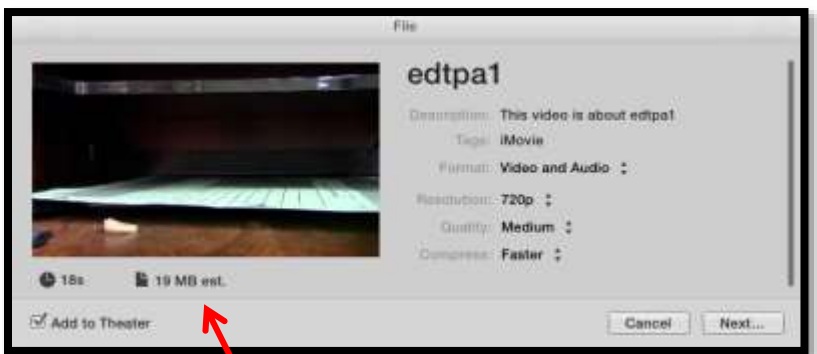
In the menu bar, go to File, Share, File

A window will open giving you options for saving and compressing the file

You can change the Resolution to a smaller size

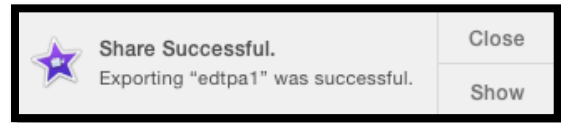You can change the Quality to Medium or Low

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You can also change the Compression type

All of those options allow you to adjust the size of the file, so it is possible for your file to be compressed in iMovie without you having to compress it again with another specialized piece of software. Note that the file size is displayed on this screen and changes as you adjust the settings.

Before you export your video, you will be asked where you want to save the file and what you want to name it.

When the file is finished being exported, you will see a message on the desktop that the export process is complete.
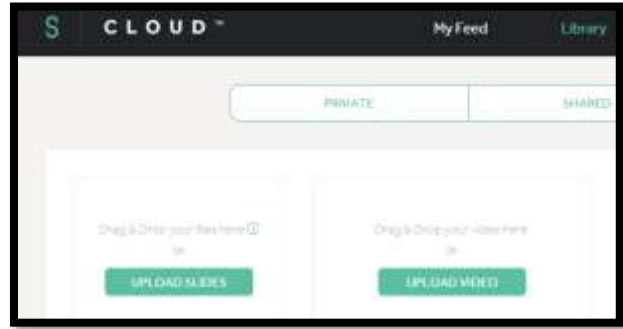
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Swivl Cloud

Swivl has a free cloud based version of software that can be used to quickly store and edit video. Access Swivl Cloud at http://cloud.swivl.com/login You will need to create an account.
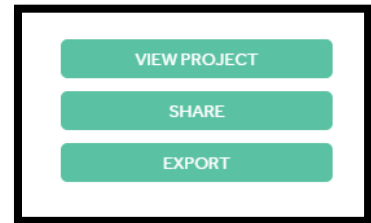
Add a video

- To add a video, click the green Upload button in the Library of Swivl Cloud.
- Browse to the location of your file
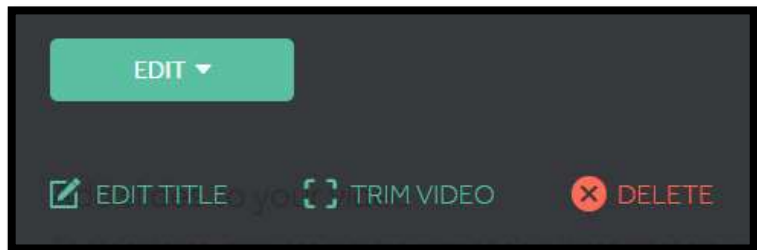- Click Open
- Click Upload again

*Note, the longer your video is, the longer the file takes to import. A 1 hour video at 1.5 GBs will take about 20 minutes to import if you are on a wired network. You will receive an email when the video has been processed and may need to refresh the screen to see the finished movie.

Trim the video

- Click the green View Project button to the right of the project

- Click the Edit button at the bottom of the project
- Choose Trim Video

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- Move the red sliders from the right and left to choose the area of the video that you would like to keep. Note the time stamps to determine the length of the video when it is trimmed
- Click the green SAVE AS NEW button so that you have both the original file, and the edited one. Both files will be saved in the Library
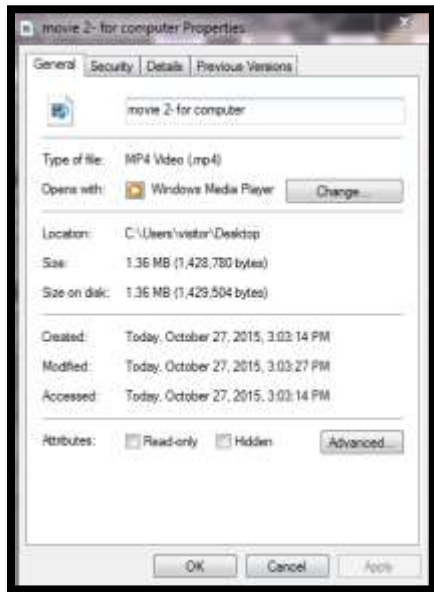
Save and Export Your Video

- Click the Export button below your movie file
- Click Download video

The video file will not be compressed as it is downloaded to your computer so be sure to look at the file size to see if you will need to compress the video further.

Check the File Size of your Video

You can check the size of your video by, navigating to the folder you have saved it in.

Right click on the file and select Properties.

The size of the file you created is listed in MB, in the middle of the window.

 Remember that your file size needs to be under 100 MB

If you need directions on how to compress the video, please see the compressing document on the ITC website.