**Camera / Capture/ Output Project**
Editing Guidelines
MM240 – Digital Video
Revised: 1/28/04

1. Set the record tab on your tape to *Save* so that you don't accidentally record over your footage.
2. Insert the Mini-DV tape into the DV deck with the label facing up and be sure that the deck is connected to your Mac via the FireWire cable.
3. Launch Final Cut Pro. The application may display a warning that no video output device was detected. In this case, quit Final Cut Pro, make sure the deck is securely connected and powered on, and relaunch Final Cut Pro. If the warning appears again, restart the Mac.
4. In Final Cut Pro close any open projects (projects appear as tabs in the Browser window). Choose *New Project* from the File Menu.
5. Immediately save the project in your folder on the Student Drive or on your personal hard drive. Final Cut Pro will place captured video in a folder with the same name as the project, so it is important to choose a descriptive name.
6. Now choose *Easy Setup* from the *Final Cut Pro menu* and select *DV NTSC*. This setting only affects new sequences, so you can delete *Sequence 1* and create a new sequence to make sure that you will be working with a sequence that uses the correct settings. Alternatively, you can control-click on the current sequence and select *Settings -> Load Sequence Preset -> NTSC DV 48KHz.*
7. Choose System Settings from the Final Cut Pro menu and set your Scratch Disk to the appropriate hard drive. This can be your personal hard drive or your folder on the *Student Drive*. *Be sure the scratch disk is not set to the System Drive or to someone else's folder.*
8. Now you're ready to begin capturing. You can log the clips and allow Final Cut Pro to capture them automatically using the *Capture Clip* function. You can also log multiple clips and then have Final Cut Pro capture them all at once by using *Batch Capture*. However, if your tape has breaks in the time code, you may have to use the *Capture Now* feature. Use this as a last resort because Final Cut Pro will not be able to automatically recapture footage that was captured using *Capture Now*. **Follow the instructions in Lesson 9 for capturing footage.**
9. When you have captured all of your clips, you are ready to start editing them into your sequence and creating titles. Control-click in the blank area above the V1 track in the sequence window and choose *Add Track*. You should now have 2 video tracks in your sequence. You'll use V1 for titles and V2 for video.
10. Make a 5 second title for the first clip. The title tool can be found in the *Generator* drop-down menu in the *Viewer* window. The title should say "Shot #1" on the first line and "Head Shot" on the second line. The text should be white, 36 point, and use a bold sans serif font. **See Lesson 19 for detailed information on using the Title tool.**
11. Bring the title into the sequence and place it on the V1 track (video track 1). All of your titles for this sequence will be placed on V1.
12. The title may have a red, yellow, or green line above it in the timeline. A red line means that the title needs to be rendered before it can be played back in real-time. A green or yellow line means that the title can be played back in real-time, but must be rendered before it is recorded back to tape. You can choose Command-R to render a clip or Option-R to render all unrendered media in your sequence.

13. Add a *Cross Dissolve* transition to the beginning of the title clip. The *Cross Dissolve* should have a duration of 15 frames. The clip should now fade in from black and cut out.
14. Choose *Sequence -> Render All* in the menu to render the title, if necessary.
15. Now target V2 (the video track that you crated earlier) and disable targeting for the audio tracks.
16. In the Browser, double-click on the Head Shot clip. It should open in the *Viewer*.
17. Set In and Out points for the clip in the *Viewer* so that the clip's duration is exactly 5 seconds. Then bring the Head Shot clip into the timeline right after the corresponding title clip. Do not bring the audio track into the timeline.
18. Now create a 15 frame *Cross Dissolve* at the end of the video clip. Since the video and titles are on different tracks they will dissolve to and from black and not each other.
19. You should now have the following 10 seconds of video on your timeline:
    - a ½ second *fade in* from black
    - a 4 ½ second title clip
    - a 4 ½ second video clip
    - a ½ second fade to back
20. Now repeat steps 10 thru 19 for the other 15 shots (in the order that they appear on the shot list), creating the appropriate title for each. Titles should follow the example of "Shot # xx" on the first line of the title and the name of the shot on the second line. For some titles you may have to decrease the font size to keep the text within the *title safe* area. All of the titles should be exactly 5 seconds (including the *cross dissolve* from black) and all of the static video clips should be exactly 5 seconds (including the *cross dissolve* to black). Clips with camera, lens or subject movement can be longer that 5 seconds and should allow time for the movement to begin, complete, and stop (usually 5 – 10 seconds). Below is an example of what your timeline should look like with the first two shots and corresponding titles added.
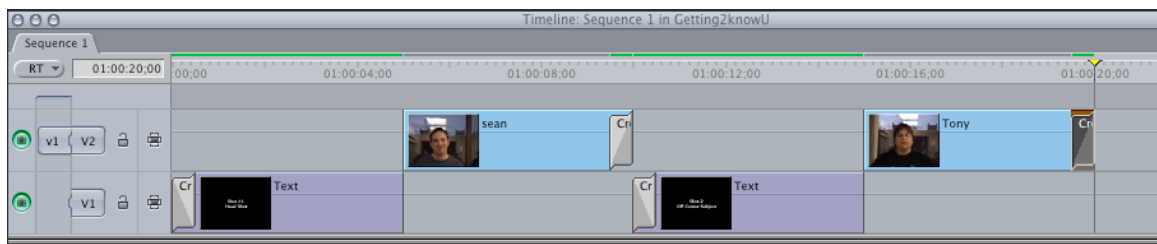
21. When you have added all of the titles and clips, choose *Sequence -> Render All* to render any unrendered title clips. Make sure nothing is selected when you do this.
22. When you are finished, you should have 32 clips in your Sequence. (16 titles on video track 1 and 16 video clips on video track 2). Now you're ready to output the Sequence to your blank Mini-DV tape. Save your project.

    Make sure the DV VCR is connected and powered on. Choose *File -> Print to Video* and use the following settings:

    -00:00:00:00   30 seconds of Bars and tone
    -00:00:00:30   10 seconds of Black
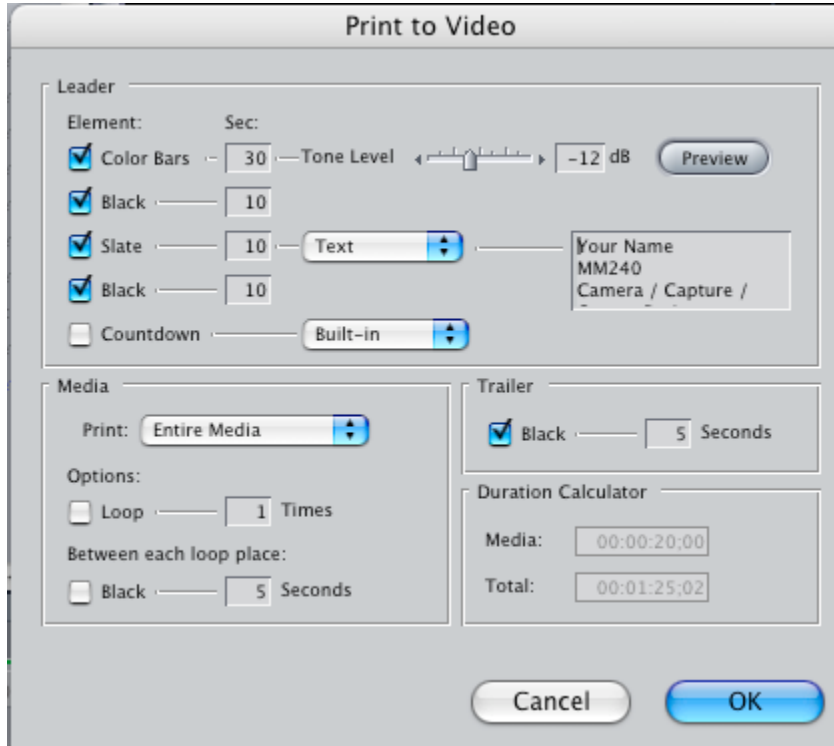   **-00:00:00:40   10 second project slate with**
    **   Your Name**

MM240
"Camera/ Capture / Output Project"
-00:00:00:50   10 seconds of Black
-00:01:00:00   Video Starts

-FADE OUT plus 5 seconds of black after video

23. When Final Cut Pro displays the message "Start video recorder now…", press the Record buttons. ***Follow the instructions on page 771 for help outputting to tape.***
24. Wait a couple seconds for the VCR to begin recording and click OK.
25. When the video is finished recording, stop the VCR and save your project.
26. Rewind and play back the tape to make sure it recorded successfully. You can use the Log and Capture window in Final Cut Pro to view the tape.
27. Now Eject the Mini-DV tape and label it on the face and spine as described below. You can label the paper insert as well, but you must label the tape itself.

Camera / Capture / Output Exercise
MM240 - Thursday
Your Name

Camera / Capture / Output Exercise
MM240 - Thursday
Your Name

Congratulations! You're done!