

1. Getting Started in iMovie

When beginning a new project the first thing you should do is to delete all files in the **Video Storage** folder.

Open the folder, and highlight all the files: either hold **SHIFT** and click on all the files, or press **⌘ + A** (the quick key for Select All). Then drag the selected files to the **Trash can** on the desktop.

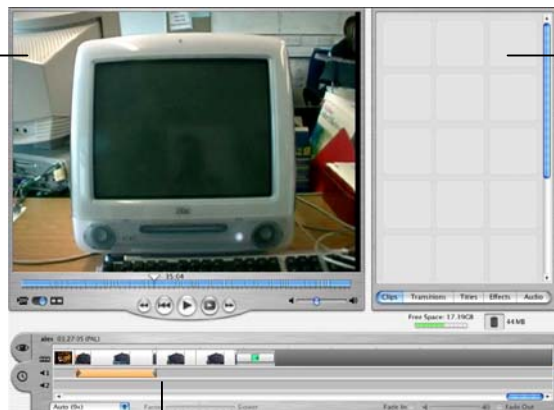
Select **Empty trash** from the **Special** menu to delete the files permanently. If you do not empty the trash you will not have created any more room on the Video Storage folder.

To start editing, double click on the **iMovie** icon to start the programme. Create a **New Project** and make sure you save it into the **Video Storage** folder.

Importing Media Clips into iMovie

Once you are working within iMovie you will see there are three main windows that you work with:

The **Monitor** where you view what you are editing, or have edited so far.



The **Shelf** which has different purposes depending upon what mode you are in, usually it is where your video clips are stored.

The **Timeline** is where you construct your program.

When you come to import your video clips into iMovie, it is very easy because iMovie will actually operate your digital camera or the DV deck in P123.

- **If you are working in P123 then you must ensure your computer is connected to the deck** Find the cable labelled for your terminal, and plug it into the small box on top of the DV player.

When importing you must first change the 'mode' iMovie is in, from edit to import.

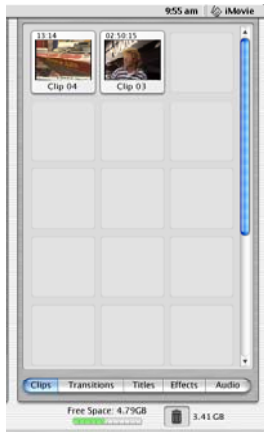


Select the camera icon in the lower left corner of the monitor, to put it into import mode.



The controls in the **Monitor** window will now control the camera or tape deck connected. Press play to start playing your mini-DV tape, you will now see the image in the **Monitor**. Shuttle through the tape till you find a clip you need to use and click **Import**. When you have finished, click the **Import** button again to stop importing. Repeat this for all your desired material.

Once you have imported a clip a large thumbnail (showing the first frame of the clip) will appear in the **Shelf** window.



The **Shelf** window is where you store and manage your clips. If you add a clip to the shelf that you are not going to use (or perhaps you import the wrong shot) then click and drag its thumbnail into the **Trash Can** in the bottom right of the **Shelf** area, or simply select it and press **backspace** on your keyboard. Just like the trash can on the desktop your clip will simply sit there until you select **Empty Trash** from the **Edit** menu.

- **It is recommended that you Trash unwanted clips** because they eat up disk space, and trashing unwanted clips can free up a lot of room, allowing you to import more media.

It is also advisable to rename your clips so it is easy to stay organised. To do this, simply click on the default name (clip 01, clip 02, etc.) and type in your own name.

Once you have imported all your clips you are ready to edit.

- **Remember: The computers only have a limited amount of memory.** It is likely that your work will be deleted when the next user wants to create their program in iMovie, therefore you should back it up to mini-DV whenever you finish a session. See 4. *Exporting to Tape and Quicktime*. You will then have to create a new Project and import your edited project each time you come in to edit. When you do this, however, you must bare in mind that your imported program will not have all the cut marks, or information regarding titles, audio, and transitions, so you would be unable to edit these easily if you decided at a later point you are unhappy with them. Therefore always make sure you are happy with what you have done before you export to tape... If you aren't sure, leave all effects and titles, etc., to a later stage.