

EXCEL! ZONE
Confluence Building – 4<sup>th</sup> floor
800 Curtis St. Denver, CO 80204
303.352.6497 | ccd.excel@ccd.edu

# **Video Editing**

## **Description of Video Editing**

Congratulations – now all the elements for a digital story are ready! Next, it's time to pull scriptwriting, filming, and audio recording, into the final video. In this phase, footage and audio files are uploaded to review and select what takes go into the final production.

## **Process of Video Editing**

Upload all *footage* and *audio files* to the computer/device. Download all *additional files* needed from the Internet (whether it's YouTube, Creative Commons, or elsewhere) to the computer/device (saved to either the downloads folder, the Desktop, or wherever is easily accessible).

Open the video editor – WeVideo.com, iMovie, etc. - and begin placing footage and audio recordings into the timeline. Note: Videos go in video track 1 or 2. Audio go in audio track 1 or 2. Layering content is possible by stacking content. For example, motion text placed in video 2 can be seen simultaneously with the video playing on video 1.

Most video editing software has an *autosave* feature. However, videos take considerable time to produce, so manually saving to ensure the autosave feature is active will protect work done to an unfinished project. Arrange the footage and audio recordings in chronological order, based on your script. Do this by selecting the media and dropping it into the corresponding video or audio track.

Utilize video editing tools like *splitting*, *deleting*, and *copying* to edit files. Add visual elements like transitions, video effects, animations, and text wherever appropriate. Adjust and balance the audio levels. Are there moments where the sound (*voice*, *music*, *effects*, *etc.*) is lower or higher than the rest of the project? Audio levels should be consistent throughout the video. Stop, take breaks, and pull inspiration from the content online. Look towards YouTubers as well as filmmakers to get a sense of what works and doesn't work in terms of video editing.

When finished editing the project, export the video. The options will be to download the video, or upload directly to various sites such as *YouTube*, *Dropbox*, *Vimeo*, *etc. Download* the video (to your computer) *and* upload to the desired site in order to have two different ways of accessing the video.

Revised: 07/01/2020 Page 1 of 2 EZD-09

## **Video Editing**

### **Tips**

Mistakes made while editing can be undone. Here's how:

Windows users: Hold down Control (Ctrl) and press Z.

Mac users: Hold down Command and press Z.

If too much is undone, redo work. Here's how:

Windows users: Hold down Control (Ctrl) and press Y.

Mac Users: Hold down Command and press Y.

#### **Definitions**

**Download**: When moving files from one place to another (ex. Moving video from your phone to your computer). Downloading refers to the *destination* (ex. *to* your *computer*).

**Export**: A process that converts the entirety of your Digital Story project into a digestible format (either as a video file or an audio file).

**Split**: Cutting a single media piece (visual or audio) into two pieces. This is used to delete elements that are not needed in the project.

**Transition**: An element of video editing that connects two or more media pieces (visual or audio) together. They can be used to make a smooth, seamless story.

**Upload**: While downloading refers to the destination of moving files, uploading refers to the *starting location* (ex. *from* your *phone*).