



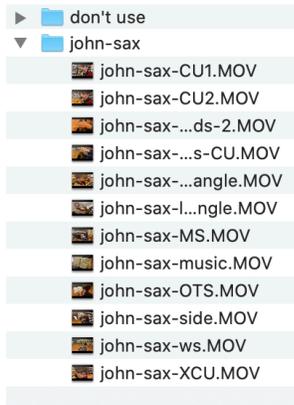
# 10-MINUTE ADOBE PREMIERE PRO

This short handout will give you all the essentials for your first lab with Adobe Premiere.



## PREMIERE SKILLS TODAY

1. Organizing your files.
2. Creating a new Premiere project.
3. Setting in and out points on shots.
4. Adding clips (the edited portion of shots) to the timeline.
5. Exporting your finished sequence.



## 1. ORGANIZING YOUR FILES

Keeping your media well-organized and in one place is *imperative* when editing video. Make sure when working in Adobe Premiere that your project and its assets are inside the same folder.

1. Create a folder for your project on your desktop. Today, we will call our folder “Basic Shots.” All of the files associated with your video will go in here.
2. Import files from your camera or phone and put them into the project folder you just created. Rename the files so they are specific to their content — for example, john-sax-CU.MOV — and group them inside a new folder. (Name that folder something specific to the content, too.)



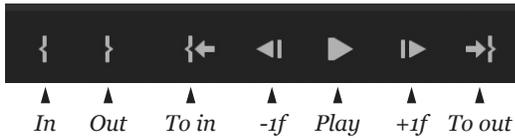
## 2. CREATING A NEW PROJECT

1. Launch Premiere and click the “Create New” button on the welcome screen. Name the project *C226 Lab 11*, and make sure you are saving it into the project folder you just created.
2. Go to the Project Panel in the lower left, and double-click inside it (or hit Command-I) to import your media.
3. Select the folder where your footage resides. This folder (and its contents) will now be added to the project\*. Your folder structure will be very important once our projects get more complex. (And Premiere uses the term “bin” instead of “folder,” by the way.)

*\*Note: No new media is created by this step — we are simply pointing to the media inside the Basic Shots folder.*



4. By default the media displays in list view, but you may find it more useful to click the button for icon view so you can see your clips. In Icon view, you can scrub across the shot to see it in motion, or click on a clip and hit the spacebar to play it (with sound).



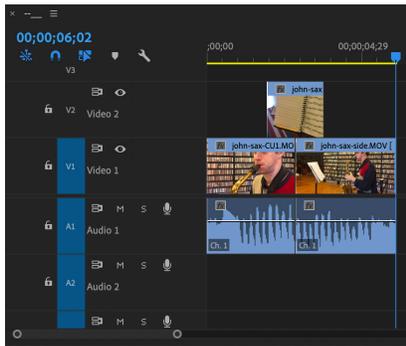
### 3. SETTING IN AND OUT POINTS ON SHOTS

1. Double-click one of your clips (icon) and it will appear in the Source Monitor in the upper left.

**J** **K** **L** 2. Review the clip ... use the spacebar to play/pause, or hit the play button at the bottom of the window. You can also play-pause-rewind with the j-k-l keys.

3. You can set in and out points — where your clip will begin and end — before adding the clip to your timeline. As the shot is playing, hit the “i” key for in, and the “o” key for out. You can zoom in to fine-tune these points.

### 4. ADDING CLIPS TO THE TIMELINE



1. There are several ways to add a clip to the Timeline, but the easiest is to simply drag from the Source Monitor to the timeline.

2. The clip now appears in the main video and audio tracks (Video 1 and Audio 1) in the timeline, and the timeline now shows a few controls on the left. To expand the height of the tracks, hit Shift +.

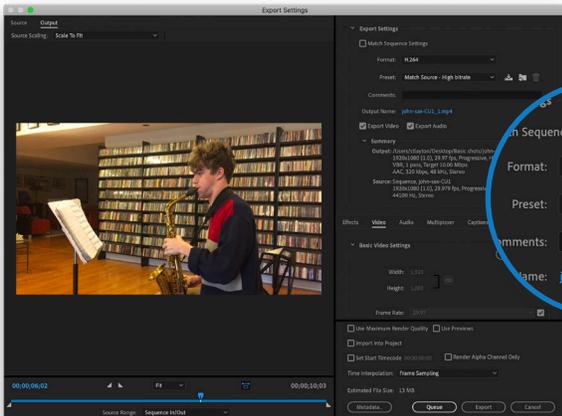
3. Once a clip appears in the timeline automatically creates a sequence. You can rename the sequence in your Project Panel (it automatically takes on the name of the first clip).

4. Drag subsequent clips to the end of the timeline. You will notice a “magnetizing” as you hover near the edge of the previous clip. This is snapping, which helps ensure you don’t have unwanted gaps or overwrites. (Turn snapping off and on by tapping the S key.)



5. You can add to or subtract frames on the timeline by dragging the edge of the clips. You may find, as you assemble your Basic Shots sequence, that you would like to move clips around. Do not simply drag them, though — this will overwrite the existing clip! Instead, hold Command + Option as you drag the clips (Control + Alt on a PC).

### 5. SHARING (EXPORTING YOUR VIDEO)



1. Once you have finished editing, you can export a finished video. Make sure you have the Timeline selected (outlined in blue), and pull down File > Export > Media — or more simply, hit Command-M.

2. Set the format to “H.264” and the Preset to “Match Source.”

3. Hit the **Export** button at the bottom of the window. These settings will create an mp4 file within your “Basic Shots” folder.