

Introduction to Adobe Premiere



Background

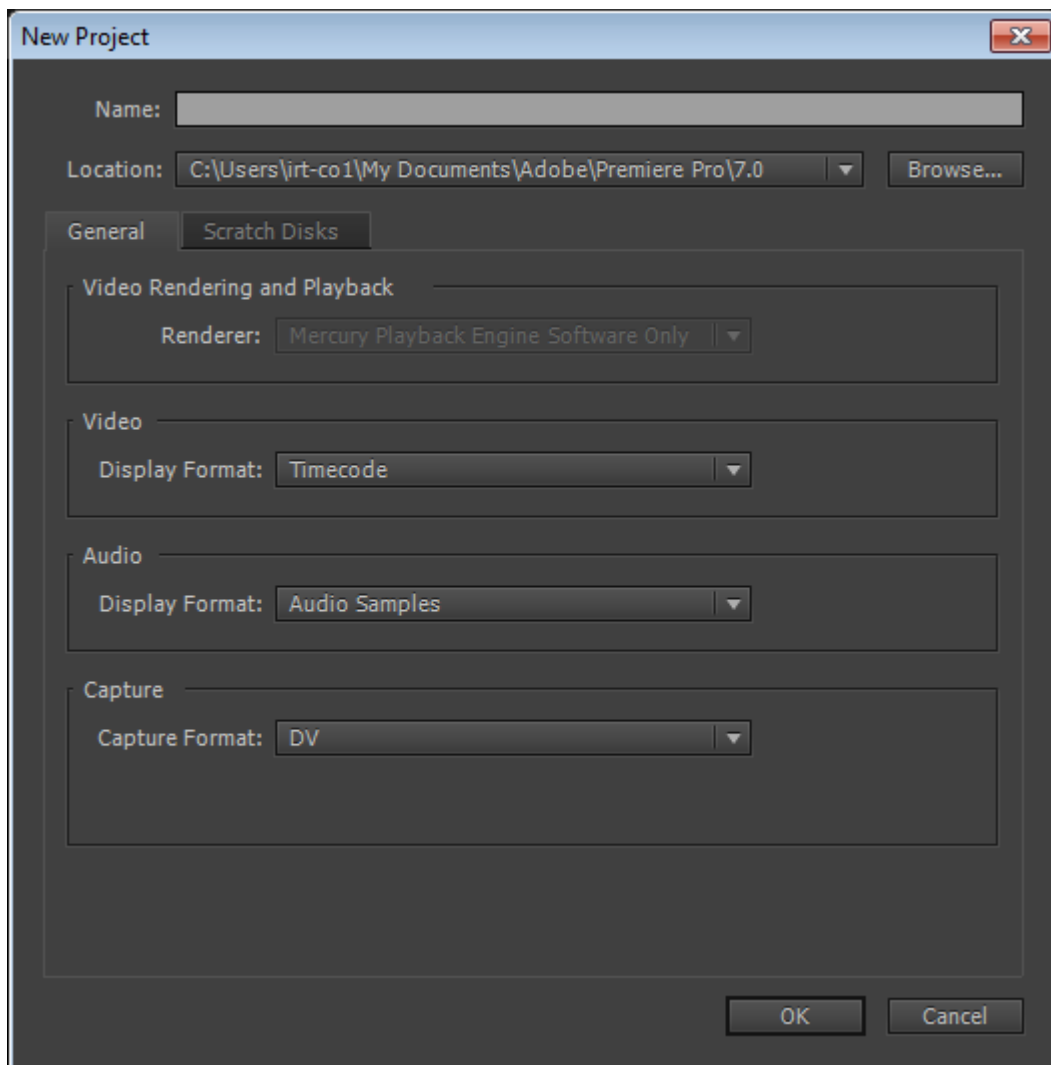
This workshop introduces skills used for video editing such as importing, editing, and exporting footage. Adding text, pictures, audio, and transitions will be discussed. No prior digital editing experience is necessary.

Agenda

- Creating a New Project
- Workspace Overview
- Importing Clips
- Inserting Video, Pictures and Audio
- Basic Editing Methods
- Inserting Text
- Inserting Transitions
- Render Bars
- Exporting Video

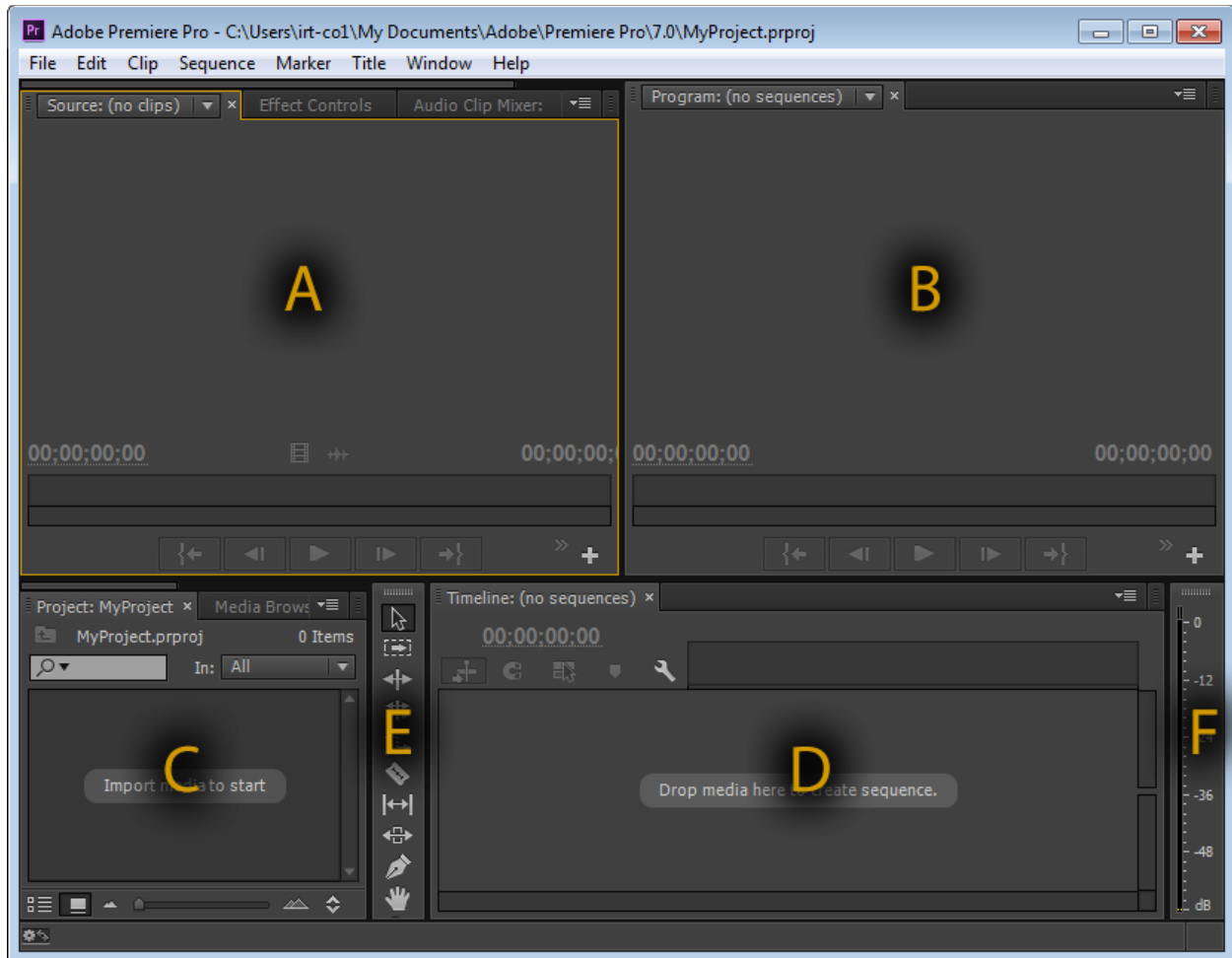
Creating a New Project

1. On the welcome screen, click New Project
2. Type a name for the project
3. Choose a location to save the project and related files by clicking Browse
 - Premiere will create several subfolders for the project.
 - Premiere uses references to source files (raw footage) and doesn't actually import the footage into the project file itself. As such, it is important to keep your source files and project file organized. A common workflow is to create a "Source" folder within your project folder to keep all your raw footage.
4. Click OK



Workspace Overview

By default, the workspace should look similar to below. The workspace is comprised of various panels.



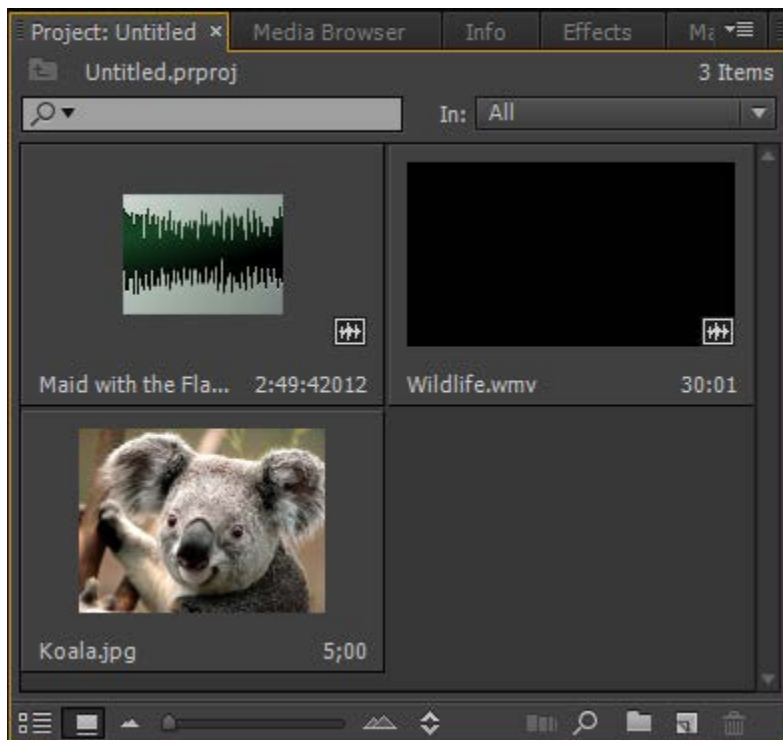
- A - Source Monitor
 - Allows you view clips and set edit points before adding clips to a sequence
- B - Program Monitor
 - Allows you to view the current sequence in the timeline
- C - Project
 - Displays all the files of your project
- D - Timeline
 - Allows you to add clips to a sequence
- E - Tools
 - Buttons for various timeline tools
- F - Audio Meter
 - Displays the audio levels of any playing clip or sequence

Importing Clips

You can import a variety of video, audio, and image formats into Premiere.

To import a file

1. Double click within the Project panel
2. Browse to the desired file & click “Open”
 - Multiple files can be imported at once
 - “Import Folder” imports the entire folder and its contents
3. The file will appear within the Project panel



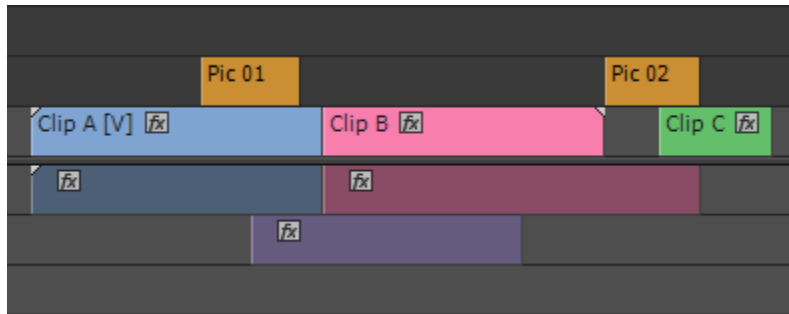
Now that we have some files to work with, let's create a sequence.

Inserting Video, Pictures and Audio

A sequence is a sequence of various audio and video clips. You will use a sequence to edit clips together and eventually export a stand-alone video file.

Sequences

Sequences are comprised of two sections: Video & Audio



- ❖ Video Tracks
 - Labeled V1-V3
 - Contains video, pictures, and text
 - A higher track clip will be visible over a lower track clip
 - For example, if you wanted text over a picture, the picture would be on the lower track, and the text would be on a higher track
- ❖ Audio Tracks
 - Labeled A1-A3
 - Contains audio clips only

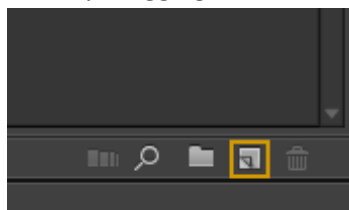
Creating a new Sequence

There are multiple methods to create a sequence in Premier. The quickest method is to drag a video clip from the Project panel and drop it into the Timeline panel.

1. Click and hold on the desired clip in your project file
2. Drag the clip to the timeline
3. Drop the clip by releasing the mouse click

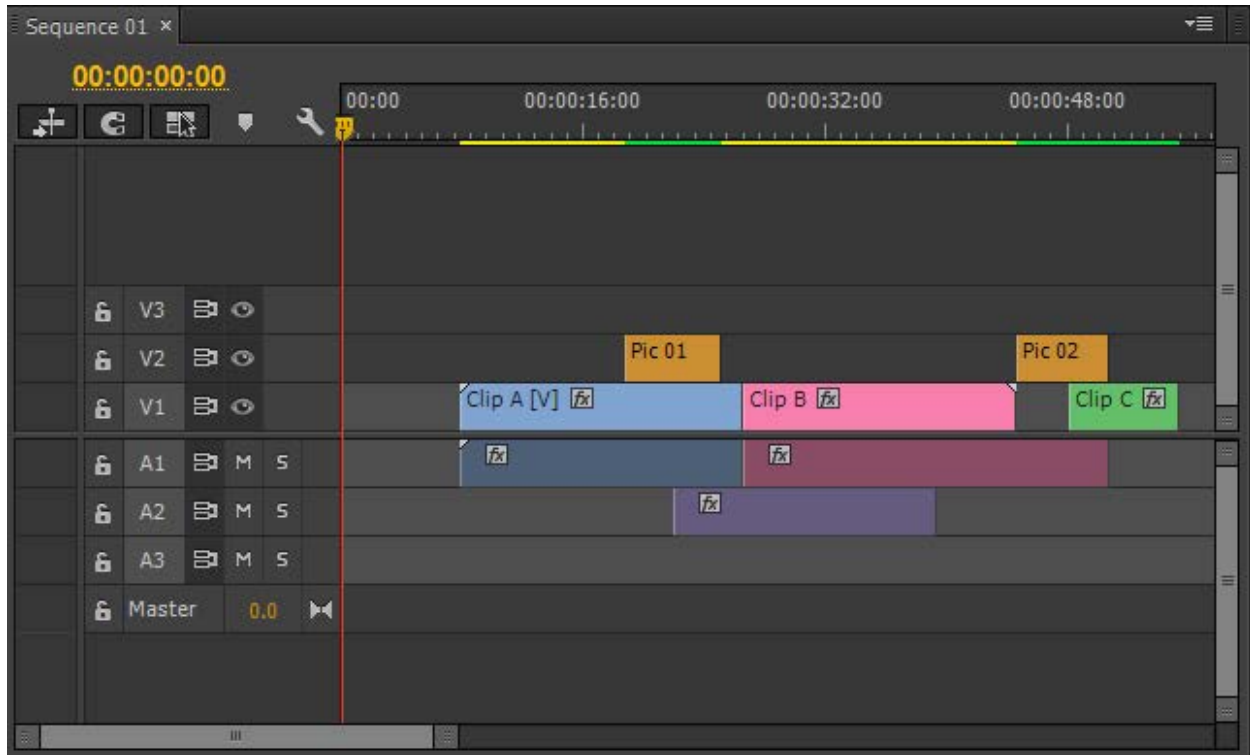
This automatically creates a sequence that matches the sequence settings with the video clip that was dropped in (e.g. 1080p 30 fps).

Note: You can also create a new sequence by dragging the desired clip to the “New Item” button near the bottom of the Project Panel.



The Timeline

The Timeline panel will display the current open sequence.

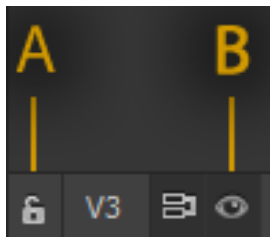


The Playhead

The vertical red line is called the “playhead”. It shows your current location on the timeline. The playhead will move while a sequence is playing.

- To play a sequence, press the space bar
- To stop playing, press the space bar again
- You can move the playhead manually by clicking and dragging the top of the playhead
- You can move the playhead in increments with the arrow keys
 - The last two methods are known as scrubbing (i.e. scrubbing through footage).

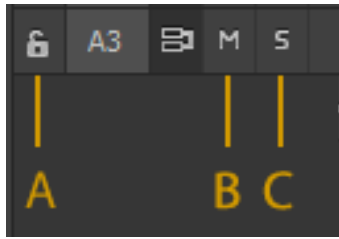
Video Tracks



A - Lock Button - Toggles the track lock. A locked track cannot be edited or modified in any way.

B - Visibility Button -Toggles the track output. A nonvisible track will not display on the Program Monitor or an exported video file, but the track will remain unchanged within the timeline.

Audio Tracks



- A - Lock Button - Toggles the track lock. A locked track cannot be edited or modified in any way.
- B - Mute Button – Toggles the mute of a track. A muted track will not be played during playback or an exported file
- C - Solo Button – Toggles the solo of a track. A soloed track will mute other tracks so that the solo track is the only track played.

Adding Clips

You can add clips to the timeline by dragging and dropping clips from the Project Panel or Source Monitor onto the timeline. This applies to Audio, Video, and Pictures.

1. Click and hold on the desired clip in your Project Panel or Source Monitor
2. Drag the clip to the desired position on the timeline
3. Drop the file by releasing the mouse click

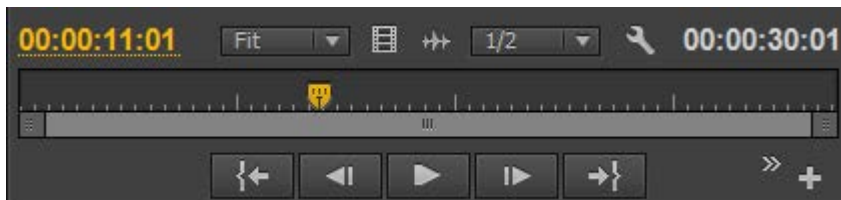
You can also drag Video or Audio only by clicking and dragging the Video – Audio only buttons, respectively.



Adding Clips Advanced

You can select in and out points to a source file before adding it to the timeline. This leads to a more efficient workflow, with less work done within the actual timeline.

1. Double-click the desired clip in your Project Panel
 - This will open the clip in the Source Monitor
2. Use the Source Monitor controls (pictured below) to move the playhead to a start position



3. Press I on the keyboard to mark an In-point
4. Move the playhead to an end position
5. Press O on the keyboard to mark an Out-point
6. Click and hold on the Source Monitor preview
7. Drag the mouse to the desired position on the timeline
8. Release the mouse to drop the segment between the In and Out points onto the timeline

Insert vs Overwrite

When adding a clip to the timeline sequence, there two options that control how the new clip should affect other clips already in the timeline.

By default, this behavior is set to Overwrite.

Overwrite

- When you add a clip that directly intersects with another clip, that the new clip will overwrite the conflicting clip or clips, depending on the length of the new clip.
- Non intersecting clips are unaffected
- Keyboard shortcut: .

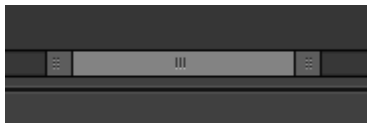
Insert

- When adding a clip that directly intersects with another clip, the offending clip and all clips to the right shift to allow room for the new clip to be inserted without overlapping any existing clips
- Think of this as a ripple insert. Clips already present on the timeline will be moved, but their reference to each other will remain unchanged.
- Keyboard shortcut: ,

Hold the shift key to snap the playhead to the end of clips

Zoom Scroll Bar

All panels have a Zoom Scroll bar that allows you to navigate through the current panel content (e.g. navigating the timeline). The two dark gray ends of the bar control the zoom of the panel.

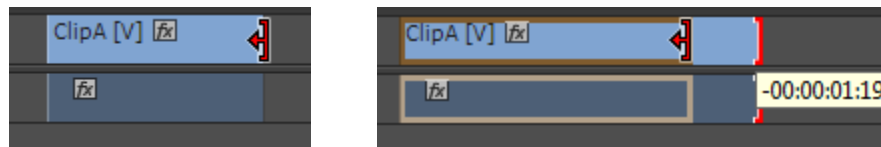


Basic Editing

Here we will cover some basic editing techniques and how to perform them using Adobe Premiere. In order to edit a clip, it must be: 1) In the timeline 2) On an unlocked track.

Trim Editing

Trim editing allows you to add or subtract footage from a given clip in the timeline.



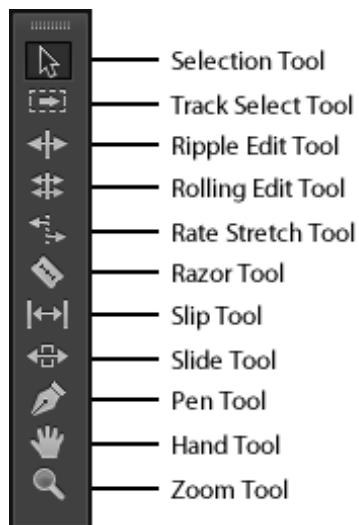
To Trim Edit

1. Move the mouse cursor (selection tool) to the edge of a clip.
2. Click and drag left or right to add or subtract footage from the clip.
 - A preview of the edge of the clip shows in the Program Monitor
 - The amount of available footage to add depends on the source file (i.e. you can't add more footage after the end of the source footage or before the beginning of the clip).
3. Release the mouse to apply the changes
 - Depending the settings, the changes will either overwrite or push away existing clips

Trim editing is a great way to ensure that your edits are tight and accurate.

Tools

These tools provide a variety of specialized functions to assist with the editing process. Some of them require experience to full utilize or understand its usefulness. For now, we will focus specifically on two tools, the Selection tool and the Razor tool.



Selection tool

The default tool, used to select clips in the timeline. You can use the selection tool to move clips around on the timeline. If the program isn't responding as you expect, make sure that the Selection tool is selected.

Keyboard shortcut: V

Track Select tool

Select all clips on a track from a given point, or select multiple tracks.

Ripple Edit tool

Adjust an edit point and move other clips in the timeline to compensate.

Rolling Edit tool

Adjust an edit point between two clips without affecting the rest of the timeline.

Rate Stretch tool

Change the duration of a clip while simultaneously changing the speed to compensate.

Razor tool

Cut a clip into two independent clips.

Keyboard shortcut: C

Slip tool

Move a clip's in and out points by the same amount simultaneously, so the rest of the timeline is not affected.

Slide tool

Move a clip back and forth in the timeline, while simultaneously adjusting adjacent clips to compensate.

Pen tool

Create control (anchor) points.

Hand tool

Drag the timeline view left and right.

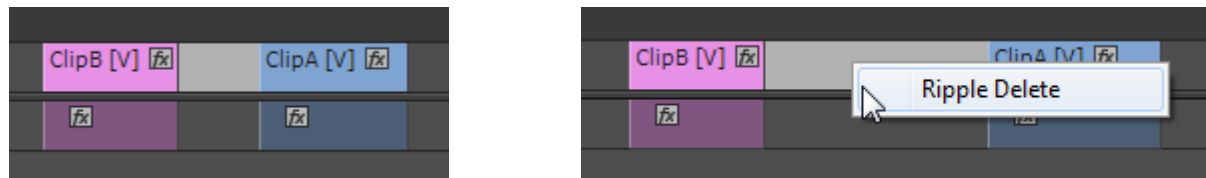
Zoom tool

Click in the timeline to magnify the view, or drag and select a rectangular area to zoom into.

Ripple Delete

A ripple delete involves selecting a region of empty space between two clips and subsequently removing the space between the clips.

1. Right-click (Win) or Ctrl-click (Mac OS) the empty space between two clips
2. Select Ripple Delete



Performing a ripple delete will automatically shift the beginning of the right clip to the end of the left clip. All clips to the right of the timeline will be shifted over as well, usually keeping their same positional frame of reference to each other. This is a good method to line up clips one after another, while still preserving edits you've made previously in the timeline.

Deleting a clip from the Timeline

Deleting a clip will remove the clip from your timeline sequence. Deleting a clip from the timeline will not affect your source footage.

1. Right-click (Win) or Ctrl-click (Mac OS) the clip you wish to delete
2. From the context menu, select Cut

You can also delete clips by using the delete key on your keyboard.

Linked Clips

You may have noticed that when you move clips around on the timeline, the Audio and Video of a specific clip stay tied together. Moving the audio clip moves the video clip and vice versa. This is called linking, as in, the video clip is linked to the audio clip. While this is helpful in keeping your audio and video in sync, sometimes you will want to move each clip separately, or even delete the video or audio separately.

To Unlink a Clip

1. Right-click (Win) or Ctrl-click (Mac OS) a clip
2. Select “Unlink” from the context menu

To Link a Clip

1. Select an audio clip and a video clip by holding shift-clicking the desired clips.
2. Right-click (Win) or Ctrl-click (Mac OS) a clip that is selected
3. Select “Link” from the context menu

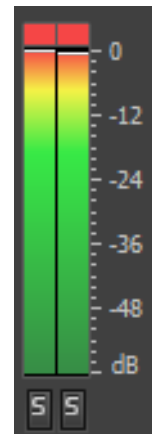
Note: You can link video only to audio—you cannot link a video clip to another video clip, or an audio clip to another audio clip (but you can group them which is almost the same thing).

Audio Clipping

If you notice your audio meter has a red box at the top, your audio has “clipped.” This means that the audio levels are too loud and some audio data has been lost. Clipping should be avoided as it can cause some pretty nasty distortion when played back. While there are several methods available to reduce audio clipping, one quick method available is to reduce the audio gain of a clip.

To Reduce Audio Gain

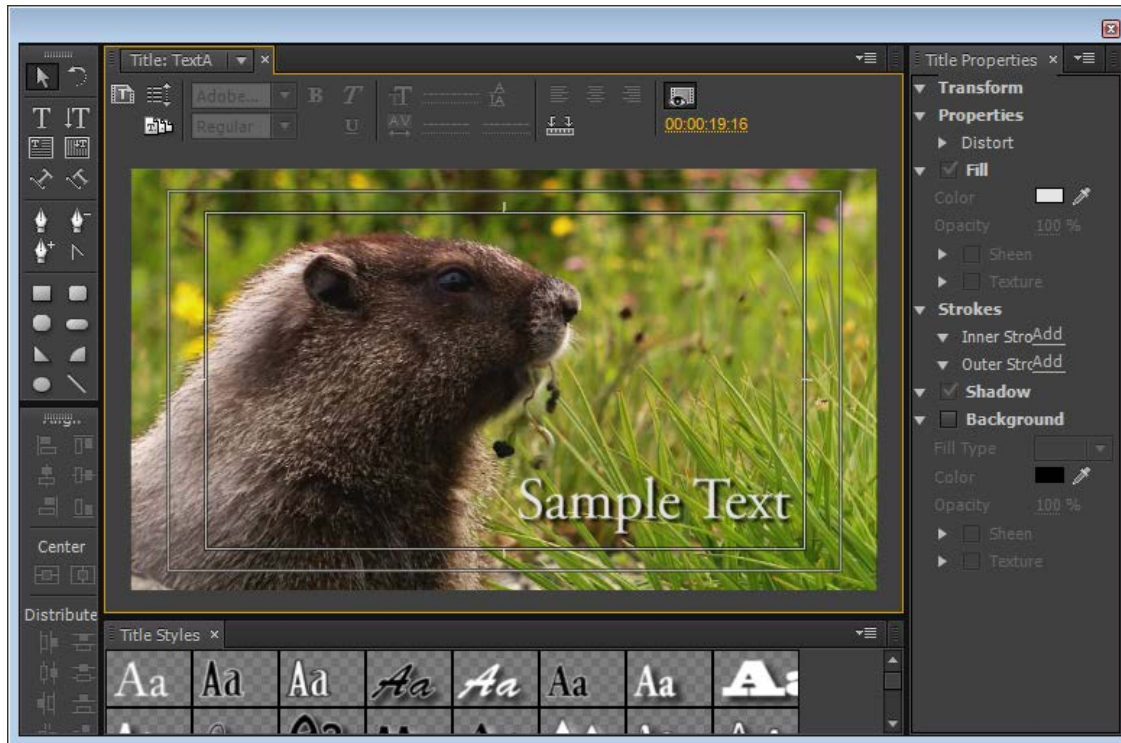
1. Right-click (Win) or Ctrl-click (Mac OS) an audio clip
2. Select “Audio Gain...”
3. Enter a negative number for “Adjust Gain by:”
 - You can also click and drag the number left to right to adjust the number without manually typing in a number.
 - A good starting point is somewhere between -1.0 and -2.0
4. Click OK and play back the audio to see if your audio clips again




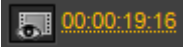

You will also notice that the red boxes persist, even if you stop playback. To get rid of the red indicators, click on the red boxes themselves. This is one of the many methods available for fixing audio problems.

Inserting Text

In Premiere, a text clip is called a title. Most of the procedures for video and audio clips apply to title clips as well.



To Insert a Title

1. Click "Title" on the menu bar at the top of the screen
2. Click navigate to and click "New Title > Default Still"
 - a. The Title editor will open
3. Click the Text Box button in the toolbar (left-side) 
4. Click within the frame to add a textbox
 - By default the background will display the video at the current playhead position on the timeline. You can change the background by clicking and dragging the timecode near the top of the window. Alternately, you can turn the background black by clicking the Show Background Visible button.
5. Type the desired text 
6. Click the Selection tool in the toolbar to finish typing the text 
7. Edit the text as desired (the textbox must be selected)
 - You can move the text position with selection tool
 - You can change various properties (font, size, color, etc.) using the Title Properties panel
 - Make sure the text is readable (add shadow, change color, etc.)
 - Double click the text to edit the text itself
8. Close the Title editor window itself once finished (all changes to the title will be saved). Doing so will add the Title as a file to your Project panel
9. Drag the title from the Project panel to the timeline to create a title clip.

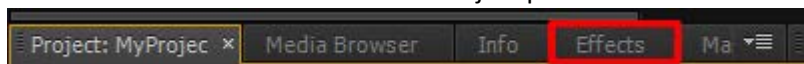
Note: You can also add shapes to your title by selecting one of the various shape tools located in the left hand panel within the Title Editor window. This is a quick method for creating lower thirds beneath your text.

Inserting Transitions

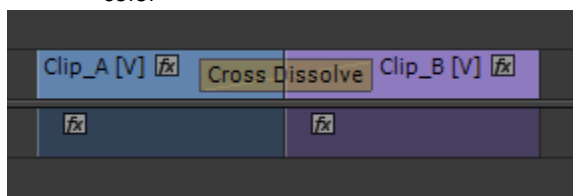
Transitions can be used to smoothly fade one clip into another clip, regardless if the clip is a video clip or an audio clip. A common transition is the cross dissolve. A cross dissolve works by taking two clips and slowly fading from one clip to another.

To Insert a Transition

1. Select the Effects tab located in the Project panel Window



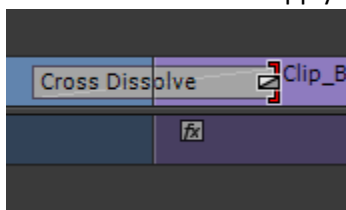
2. Locate Cross Dissolve under "Video Transitions > Dissolve"
3. Click and drag the Cross Dissolve to the Timeline panel
4. Release the mouse to drop the transition in the desired location
 - You can see where the transition will be applied as the edge of the clip will highlight a different color



You can perform trim edits on transitions as well. This allows you to edit the length of the transition.

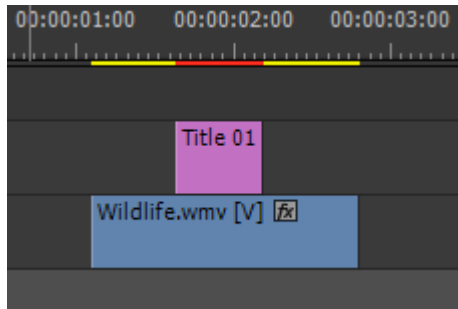
To edit a transition length

1. Move the mouse cursor (selection tool) to the edge of a transition
 - The cursor should change to a red bracket
2. Click and drag left or right to increase or decrease the transition
 - A preview of the edges of the clip shows in the Program Monitor
3. Release the mouse to apply the changes



Render Bars

After you've inserted the text you may have noticed that a red bar appears in near the top of the Timeline panel above the text clip. These colored bars (red, yellow, and green) are render bars.



Sometimes your playback can be choppy if there are red render bars on your timeline. To solve this, you must render the sequence. Depending on a variety of factors such as the length of the video and the computer's processing power, this may take a few seconds to a few hours.

To render a sequence

1. Click the Sequence menu in the top menu bar
2. Click Render Effects In and Out

After rendering a sequence, the red bars should appear green and playback should be smoother.

Having said that, here are the actual, technical meanings of the colors.

Green

This segment of the sequence has a rendered preview file associated with it. Playback will play using the rendered preview file. Playback at full quality is certain to be in real-time.

Yellow

This segment of the sequence does not need a render preview file associated with it. Playback will play in real-time.

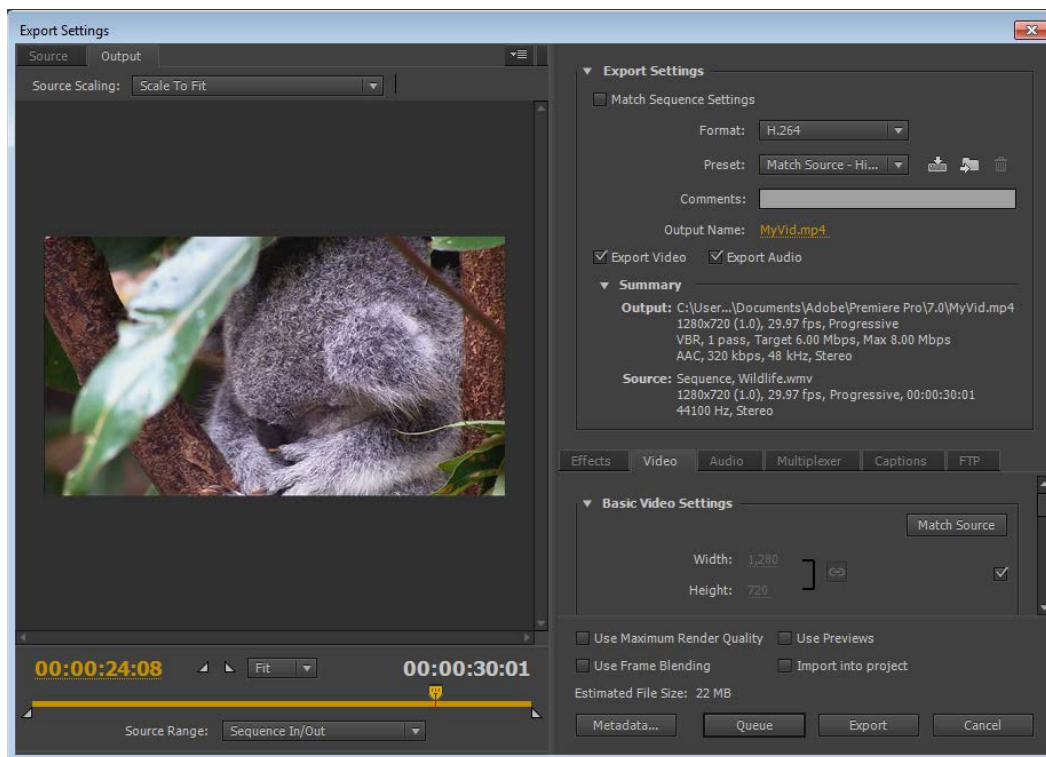
Red

This segment of the sequence cannot be played back in real-time because it requires some additional rendering to create render preview file. As such, the playback of this segment may appear choppy.

For the most part, you shouldn't have to deal with preview files.

Exporting

When you are finished with your editing, you will be ready to export your sequence. Exporting will create a stand-alone video file.



1. Select the Timeline panel. The current active sequence will be the sequence exported
2. Select “File > Export > Media”
 - a. Media will not be an option if the Timeline panel is not selected
3. The Export Window will appear. The various settings will depend on the desired video format, quality, and size.
 - a. Format – Determines the file format for the video
 - H.264 (MP4 format) is a widely used format
 - b. Preset – Allows for more specification of the MP4 settings.
 - There are a variety of presents available to choose form
 - You can also define your own presets by manually changing the various mp4 settings
 - c. Output Name – The name of the video file that will be created. Click on the orange name to change the name and also the save location for the file.
 - It is good practice to export to a local location rather than a location on the network as there can be problems with the video data if it created on a network location.
 - d. Maximum Render Quality – Produces a higher quality result at the cost of a longer render time.
4. Once you changed the various settings to your liking, click “Export” near the bottom of the window.
5. Wait while the video exports. Depending a variety of factors such as the length of the video and the computer’s processing power, this may take anywhere from a few minutes to several hours.
 - a. To ensure maximum performance, do not use your computer for anything else while exporting.