

Windows Movie Maker and Classroom Video Production

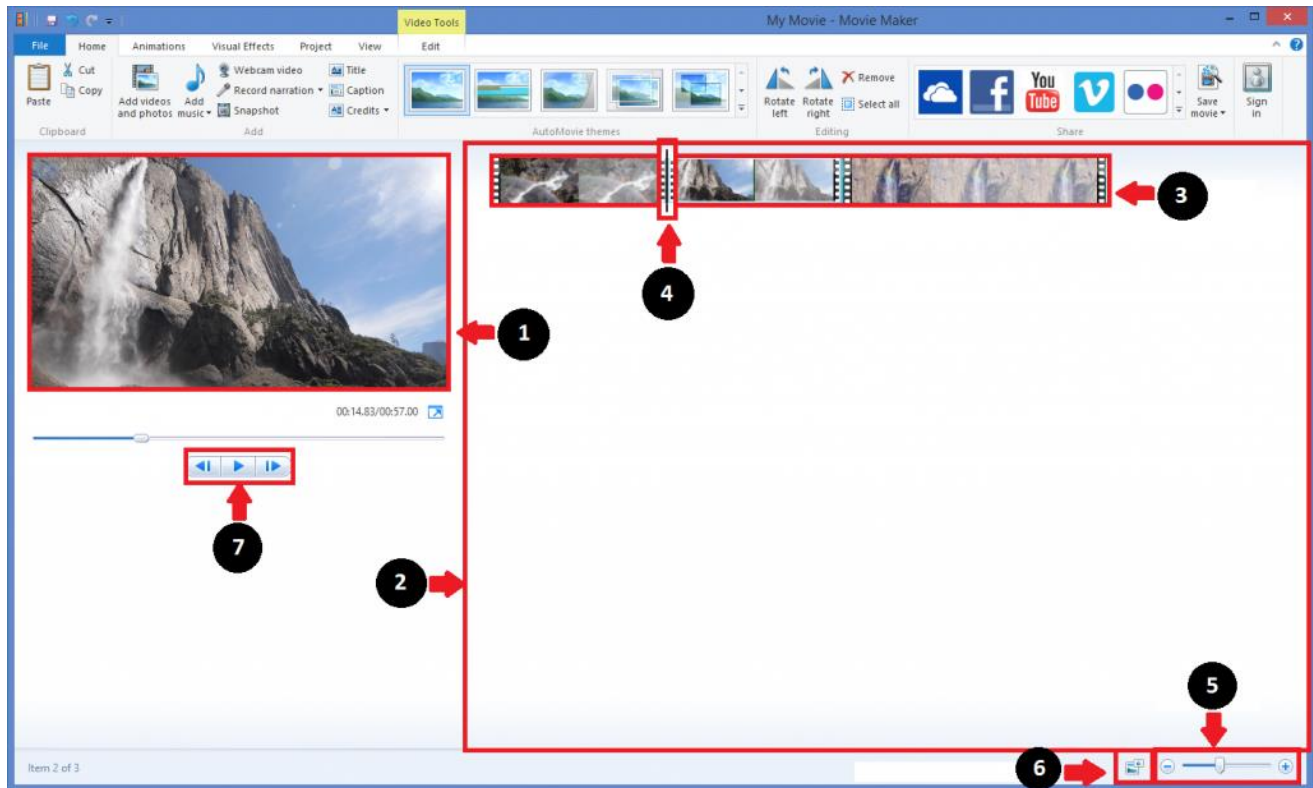


During this module, you will learn how to:

1. Set up a Movie Maker Video Project
2. Create a still picture from a video clip, add effects and increase duration time
3. Edit Video Clips
4. Import and manipulate music files
5. Add video Effects and Transitions, Titles and Credits, and Narrations
6. Use a video camera to shoot a video project
7. Use different kinds of video shots for basic video production
8. Use the editing tools found in Windows Movie Maker
9. Capture video clips from a video camera and edit video clips
10. Save a Movie Maker project as a movie file in order to share with others

The Module is divided into 3 sections;

- a. The first section you will complete the work from this Module commonly called “Maddy Takes A Bath” as practice in using the Program.
 - b. Secondly we will spend time learning about Video Production techniques, like camera shots and angles good video and poor productions.
 - c. Then you will be divided into small groups and you will make a video. You and your team will write a story board, plan the shots, script etc, then gather the shots and edit the material to a 3-4 min small production.
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1. Parts of the **Movie Maker** Screen.



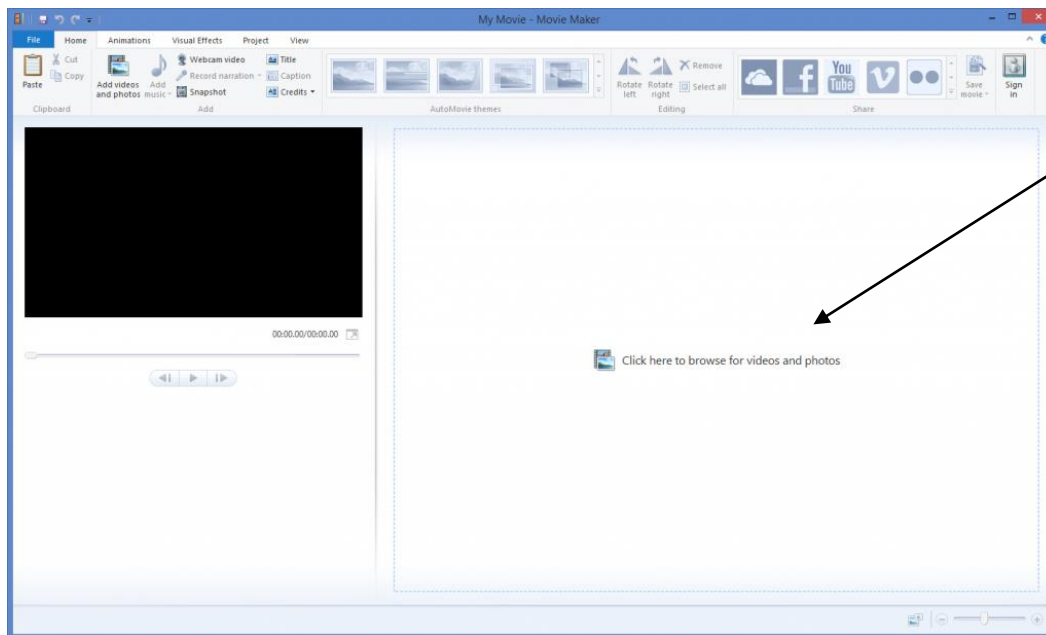
1. The **Preview Pane** allows you to preview effects and edits to your movie. It also allows you to view the precise frame the black Scrub Bar is located on in the Track.
2. The **Storyboard Pane** is your work window and it is where you will edit and add to your Track.
3. The **Track** contains all of your video clips and edits and effects that you have added to your movie.
4. The black **Scrub Bar** will slide along the Track and it will indicate precisely what frame you are viewing in the Preview Pane.
5. The **zoom bar** allows you to zoom in and out of your Track.
6. Use this button to change the size of your video clips' thumbnails.
7. Use the play button to play your video clip in the Preview Pane. Use the previous-frame and next-frame buttons to move the Scrub Bar between frames.

Important

To begin this module, you will need to copy the file called "clips" from the Student; Share to your student folder. Drop Clips into a new folder and call it Video Production Module.

You will find video clips, sounds and the Movie Maker Project File necessary for this module. Copy and paste this folder into the new folder you just created.

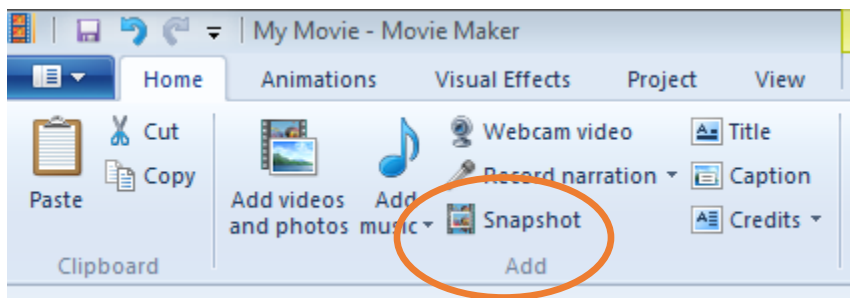
Open Windows Movie Maker and press "Click here to browse for videos and photos"



Activity One: Take a “Snapshot” from a video clip

Click “play” for the first clip until you can see a headshot of the dog in the preview pane. This is in the first few seconds of the clip. Pause the clip.

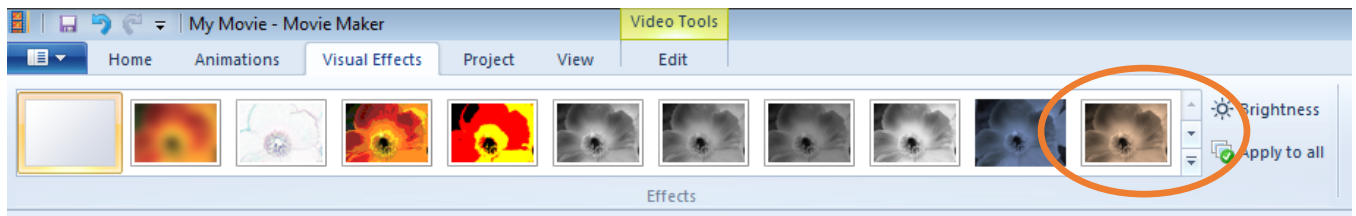
1. Look in the home Tab, click “Snapshot” .
2. Save the photo as Maddy in your Student Folder.
3. You have just created a picture from a clip.



4. Then click, hold and drag the picture to the front of the clips.

Now let’s add an effect to the picture.

5. In the Visual effects tab you will see many options to change your photo, give it style motion, fades, textures and more. Click the down arrow to explore the options, then select “Sepia Tone” and apply.



Increasing the picture duration.

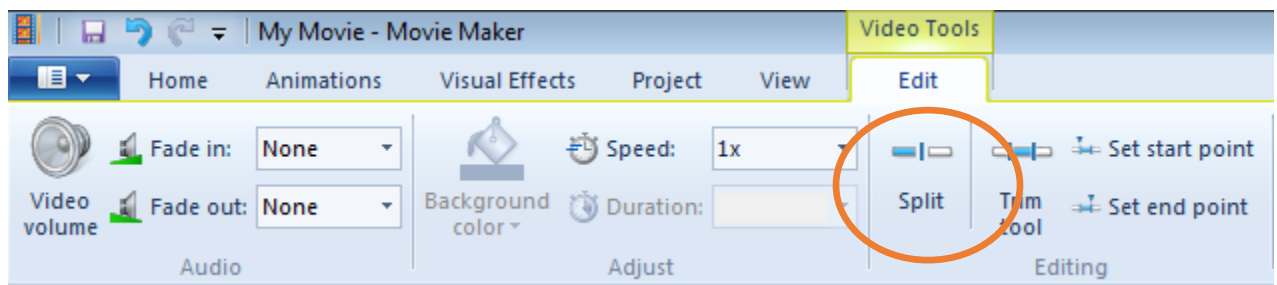
6. If you preview the project by moving the play head to the beginning of the project and pressing the play button in the preview pane. The default is usually around 7 seconds, change this to 4 second duration.

Preview the work you just completed using the preview pane and the play button.

Activity Two: Editing Video clips

You have several options for editing clips:

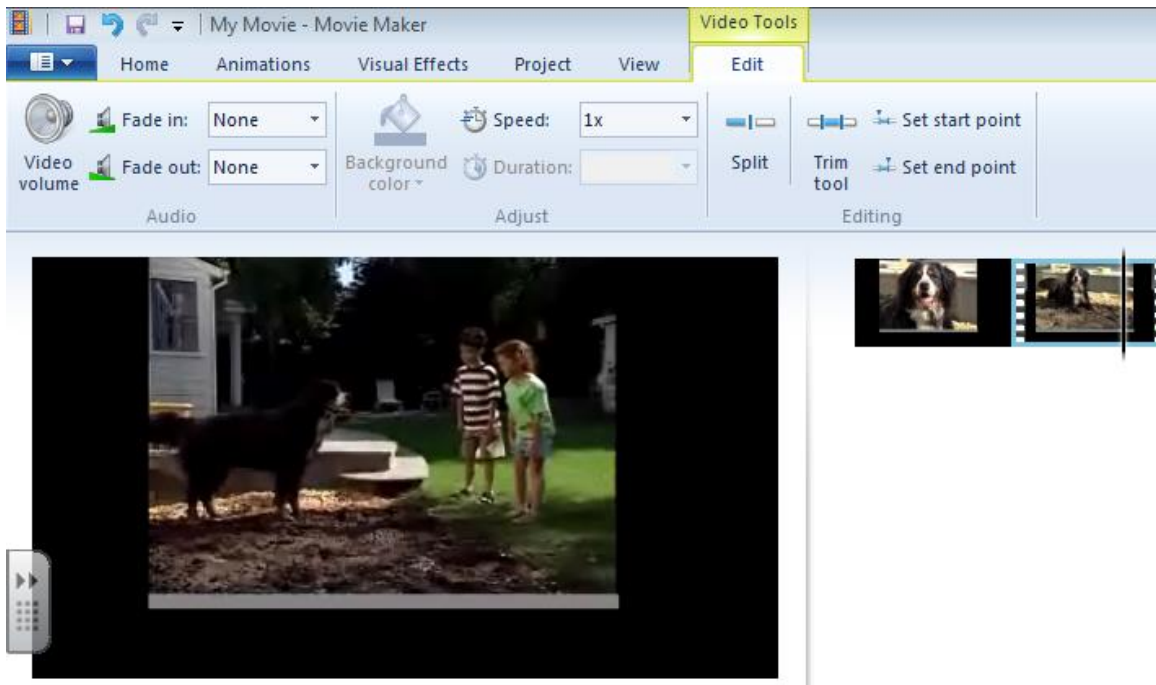
- **Splitting a clip.** You can split a video clip into two clips. This is useful if you want to insert either a picture or a video transition in the middle of a clip. You can split a clip by first advancing the clip to the desired spot and pressing pause.



1. Select the clip you want to split by single clicking on it. (try the middle of Clip 3)
2. Press Play in the Preview Pane.
3. Press Pause at the location you would like to split the clip. You may rewind or advance the clip one frame at a time to get to the proper location
4. Go to the Edit Tab and look for Split Clip.
5. Notice the split clip goes to the rt and is still titled the same clip. Both clips are still "Maddie1" but are now also titled (Trimmed).

Now try to split another clip. Select the first video clip in the timeline and play it in the preview pane. Pause the clip just before the children arrive and see the dog in the mud. You may have to advance or rewind the clip using the one frame at a time tool in order to get the correct location. Split the clip here.

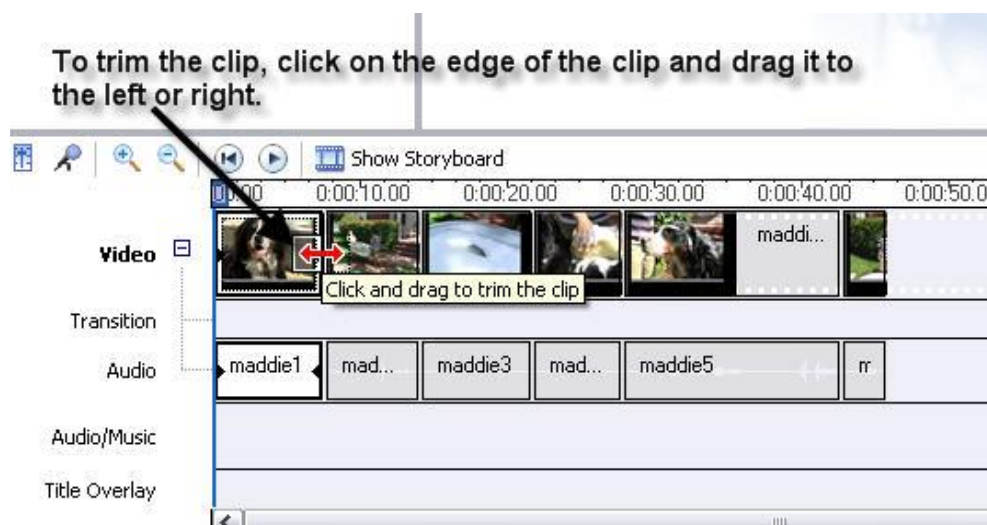
Do This



Make sure to save your work often to prevent loss of information.

- **Trimming a clip.** You can hide parts of a clip you do not want in your project. You can **ONLY** trim the beginning or end of a clip. If needed you can clear the trim points to return the clip to its original length at any time by dragging the handle in an outwards direction. Clips can only be trimmed when they are viewed in the timeline.

Drag the trim handles, which are shown in the following illustration, to trim the unwanted portions of the clip. Handles will appear on both sides of the clip in order to trim from the beginning or end. Experiment to get a feel of how trimming occurs.



Do This

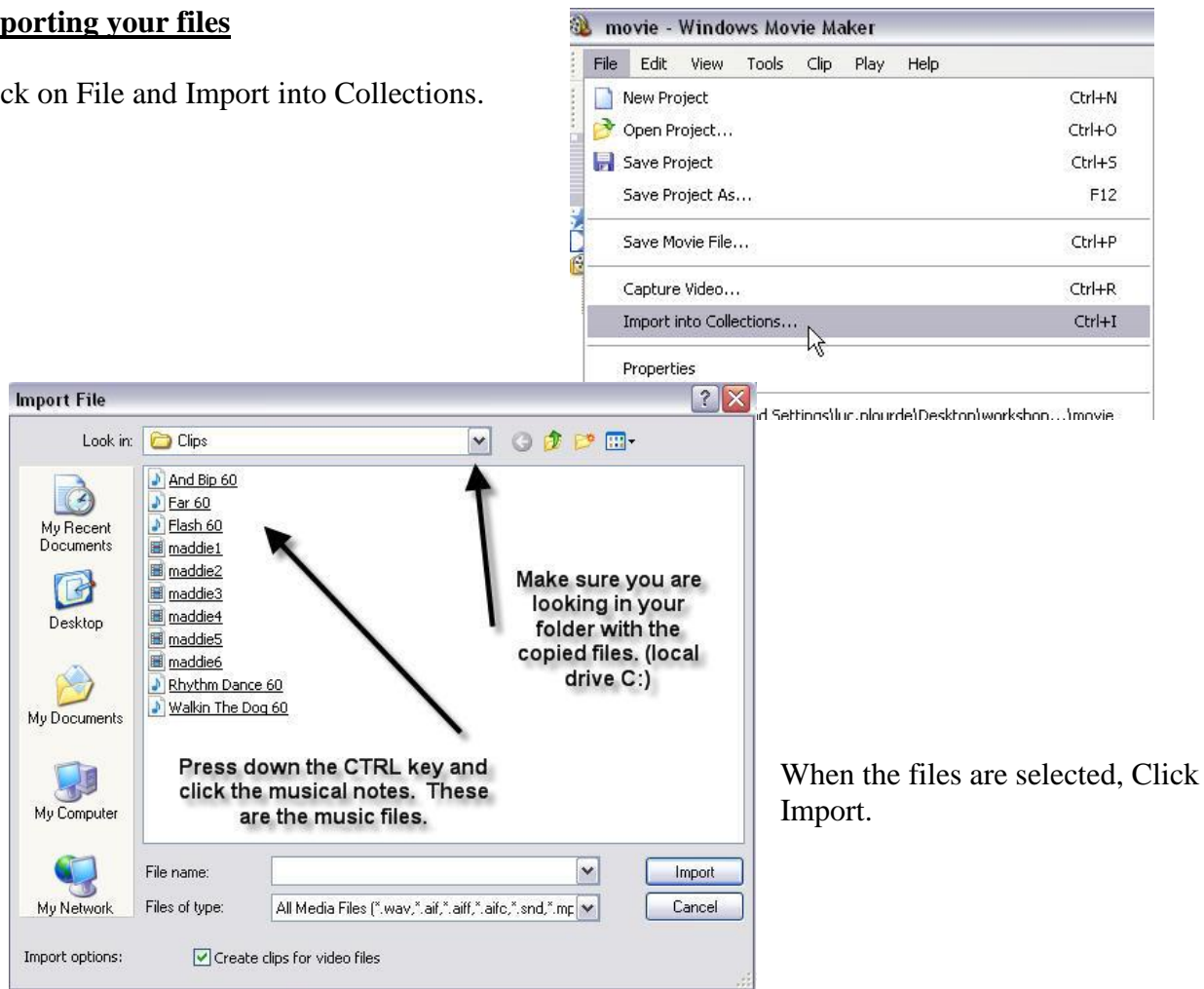
For this activity, you are going to select the split clip (second half which you worked with earlier) with the children running to the dog. Here you will trim the clip to remove the children talking to the dog. Do you recall from which end to trim from? Make sure to save your work as you make progress.

Activity Three: Importing Music

It is important to understand that the most popular file type associated with music is MP3. Once you have music stored in your folder, you will be able to import these files into your collection and then into your project. For this project, we have placed music files in the folder you copied earlier.

Importing your files

Click on File and Import into Collections.



When the files are selected, Click Import.

These symbols represent a sound or music which have been added to your collection.



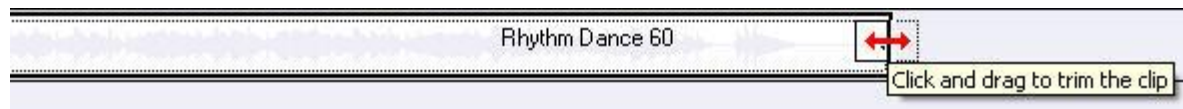
To listen to a file, click on the file and then click the play button in the Preview Pane.

Do This

You will place one music file of your choice in your timeline. Click, hold and drag the file into the timeline.

You will also notice that the music file will not line up on the same line as your video clips. It will drop into the Audio/Music track on the timeline.

Once the audio file is in the timeline you may shorten the sound by clicking on the edge of the file and dragging it to the left or right. This is the same as if you were trimming a clip.



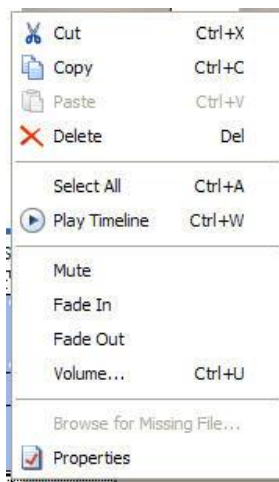
You can also grab the music file and move it to any location on the timeline as well. A hand will become visible when you are able to move the file.



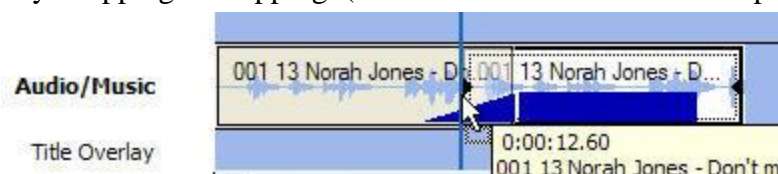
MORE INFORMATION ON SOUND/MUSIC:

If you right click the file in the timeline, you can:

- ◆ **Fade In or Fade Out**
- ◆ **Mute**
- ◆ **Change the volume**



When there is more than one music file in the timeline, you can fade one file into the other by clicking the file and dragging it into the next. This allows one song to play into the next without any chopping or stopping. (This can sometimes take some practice)

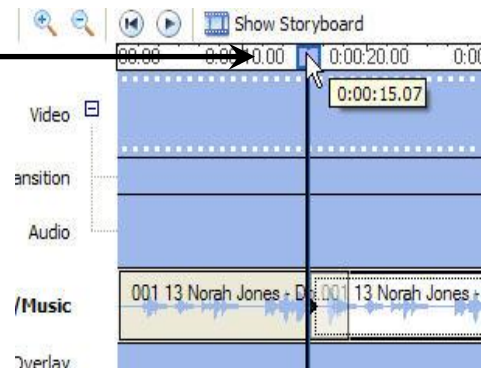


As you see from above, the blue rectangle will slide itself into the previous song. The more the rectangle slides, the more it will cut into that song. You will have to experiment with this feature and adjust the file to your liking. Don't forget, the play button in the preview pane will also preview the music files in your timeline. You may have to MUTE the video clip to hear the music properly.

Make sure the Play Head in the timeline is at the beginning of your movie before previewing.

Do This

Add another music file to your project and make one file slide into the other as shown above.



Activity Four: Adding Video Effects and Transitions

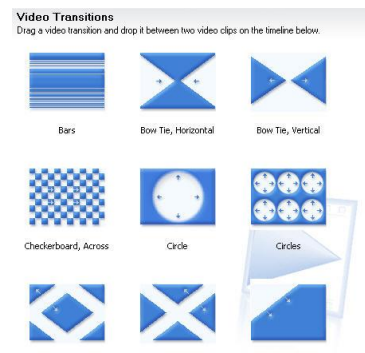
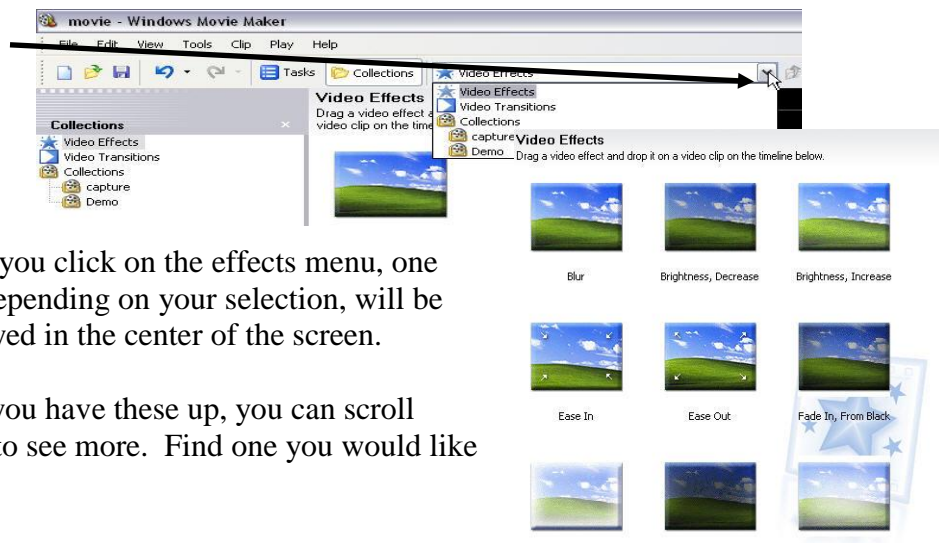
Transitions: A video transition controls how your movie plays from one video clip or picture to the next. You can add a transition between two pictures, video clips, or titles, in any combination, on the storyboard/timeline. The transition plays before the one clip ends and while the other clip starts to play.

** Applied between clips or images on the timeline

Video effects: A video effect determines how a video clip, picture, or title displays in your project and final movie. Video effects let you add special effects to your movie. A video effect is applied for the entire duration that the video clip, picture, or title displays in your movie.

**Applied on clips or images on the timeline.

Click here to access the effects



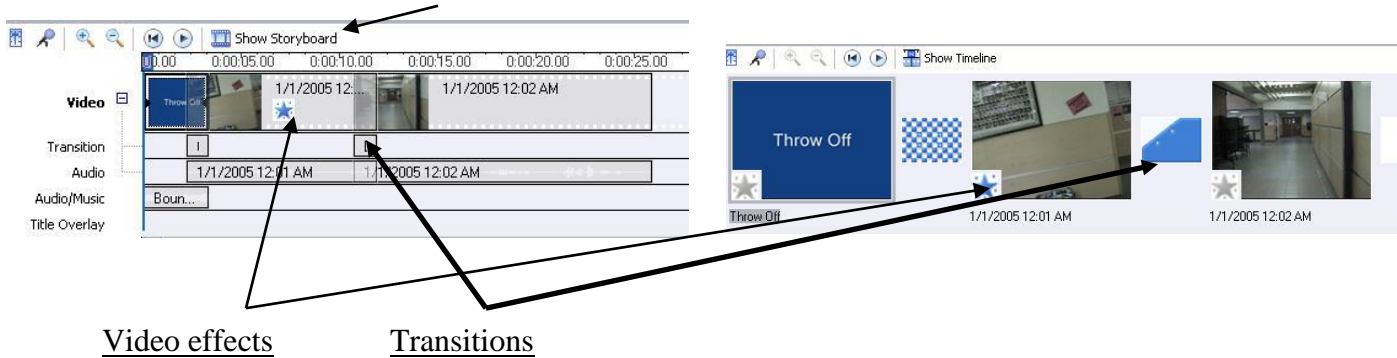
When you click on the effects menu, one type depending on your selection, will be displayed in the center of the screen.

Once you have these up, you can scroll down to see more. Find one you would like to try.

Click on one effect and press the play button in the preview pane to see a preview of what it will look like.

To place an effect, click and hold, drag it in the timeline. **Remember: the video effects go on the clips and the transitions go between the clips.**

You can toggle back and forth from the storyboard and the timeline to see your effects you inserted.



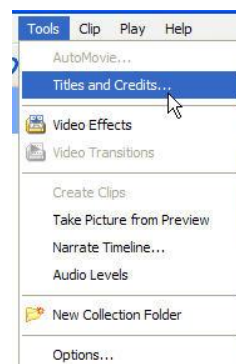
Do This

1. You are going to add a transition between the second Maddie1 clip and the Maddie2 clip.
2. Add a video effect to fade the last clip to black when it ends

Activity Five: Titles and Credits

It is important to give your project a title and equally important to give credit at the end of your project to people involved, locations where music file were borrowed and references to actors if needed.

To add a title or credits to your project, go to the TOOLS dropdown menu and select TITLES AND CREDITS.



You need to decide where
place your text.

Where do you want to add a title?

you would like to

- Add title at the beginning of the movie.
- Add title before the selected clip in the timeline.
- Add title on the selected clip in the timeline.
- Add title after the selected clip in the timeline.
- Add credits at the end of the movie.

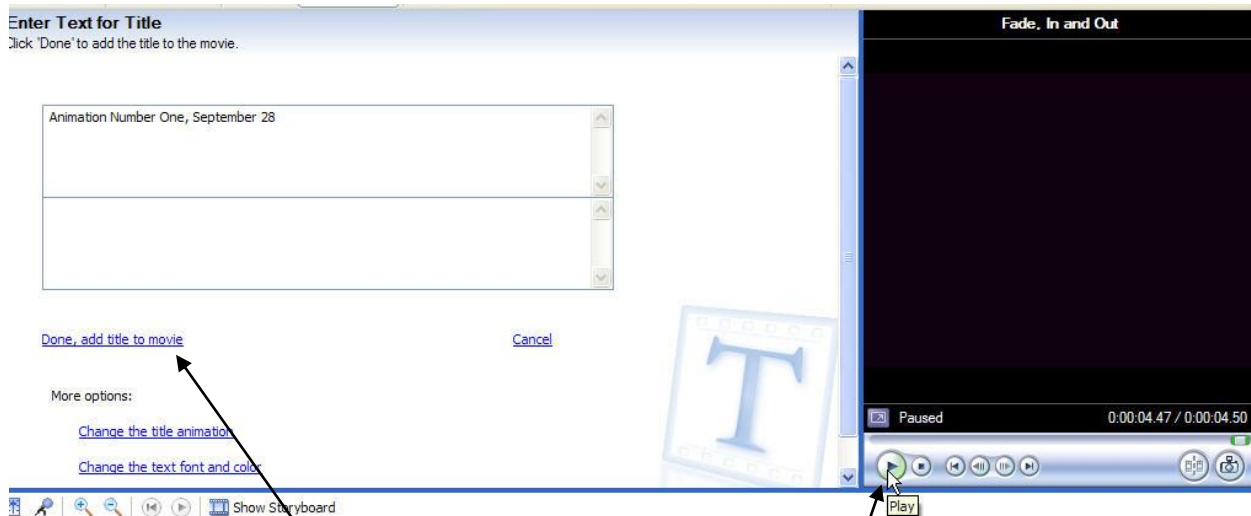
Cancel

For this activity, choose “title at the

beginning of the movie”.

Do This

You will be given space to type the text you would like the audience to see when they watch your movie. Please add the title which will read: Maddie Takes a Bath



To view what the title screen will look like, press the play button in the preview area and watch what happens.

If you are happy with the way your title looks, you click on **“Done, add title to movie”** and the title will be put in the timeline automatically.

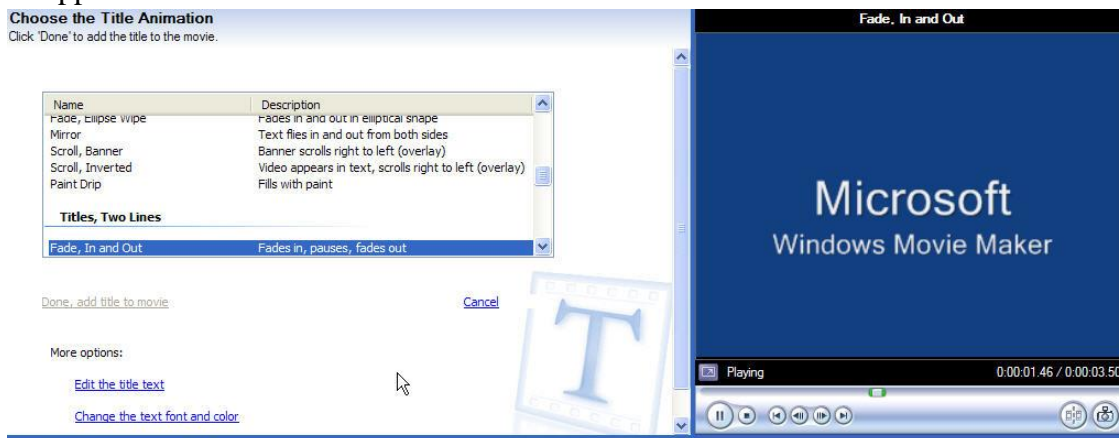
For this activity do not press “Done, Add title to movie”. You will need to be on this screen.

****Although you might be happy with how the title looks, you may also want to explore how to change the title animation, text font and the colours associated with your title as explained in the next section..**

Changing the Title Animation: This is where the title gets animated.

When you click “Change the title animation”, the following screen will show you what options you have in changing the animation.

You can scroll up and down to explore the various styles. Pressing the play button in the preview area will allow you will see a demonstration of what your animated title will look like. Select a few and see what happens.

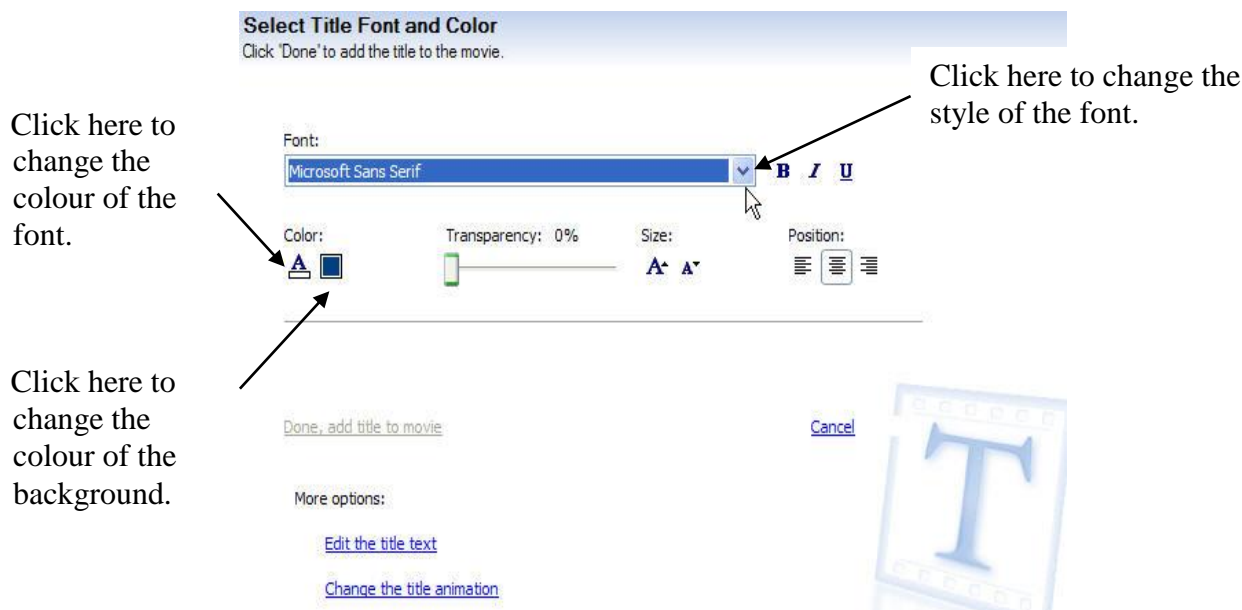


Do This

For this activity, select anything from the “Titles, one line” section.

Changing Text Font/Colour and Background: You can change the style of the font as well as the colour of the text and the background.

In the same area, select “Change the text font and colour” to bring you to the following screen:



Note: All changes you make will appear in the preview area to the right of the screen after you click ok.

Select a font style of your choice and when you are satisfied, click on **Done, add title to movie.**

Do This

You will repeat this process to add credits at the end your project.

Give credit as follows:

Maddie Gets a Bath

Starring

Our Muddy Dog
Me
My Brother
Camera
Treats

Maddie
Alicia
Santiago
Mom
Dad

Make sure to select an appropriate animation from the “Credits” section.

➡ At any time if the title needs editing, Right click the title or credit in the timeline and select Edit Title from the open window.

Save your project.

Activity Six: Adding Narration or Voice Over

This feature may become helpful if the video is to have voices added to the clips after filming such as a narration.

To add a narration you must ensure you have a microphone and it is plugged into the microphone jack in the back of the computer. Click the Microphone to begin the process.

Do This

You are going to narrate over the title and the still picture of the dog.
You will record “Maddie Takes a Bath”.
Follow these instructions:



When you are ready to begin, drag the playhead where you want the narration to begin (the beginning of the project) and press Start Narration.

Record your narration.

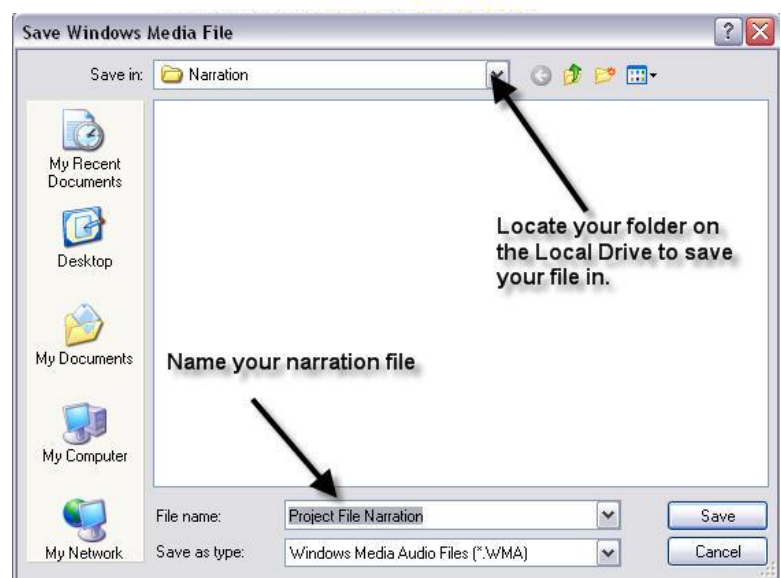
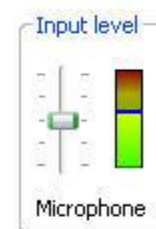
Press Stop Narration when you are done and you will be prompted to save the file.

Save the file in your folder on the local drive and name it Project File Narration. Click save.

Steps:

1. [Start Narration](#)
2. [Stop Narration](#)

[Done](#)
[Show more options](#)



Once you have saved your narration, it will be placed in the time line. It can be trimmed and moved as any sound or music file.

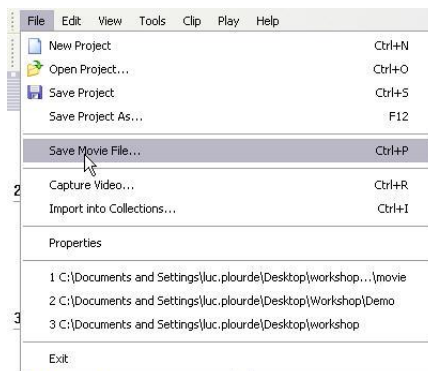
Final Touches:

Now that you have mastered the tools for editing your project complete the following tasks.

- ✓ Split Maddie2 clip after the tub is put on the ground and remove the part when the kids run away from the tub
- ✓ Remove the dog shaking in the Maddie5 clip. The dog shakes twice. Be careful!
- ✓ Add a transition between Maddie2 and Maddie3
- ✓ Add a transition after your title and before the still picture of Maddie.
- ✓ Mute the necessary clips in order to have music playing while the dog is being washed.

Activity Seven: Saving your project as a movie file

Click on File, Save Movie File



Decide what you want to do with your movie file. For this module, we will save it to playback on “My Computer”.

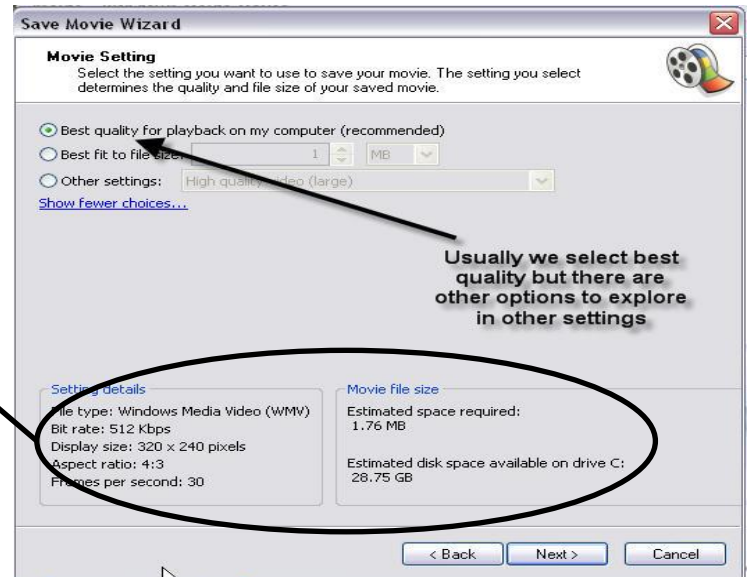
Click NEXT.



Create a name and find the proper folder to save your file to.

For this activity, name your file **Project** and save it in your folder on the local drive C:

Select the BEST QUALITY setting for the file being saved. It will affect the size of your displayed movie and how much disk space will be required.



Click NEXT to continue



Wait as it saves your file.



You can view your movie when it is finished or open it yourself from within the folder you saved it.

Most times you will see this icon representing your movie.



WARNING: If you look in your folder, the icon might be replaced by the first clip of your movie. Regardless, make sure your file names are ones you will be able to remember.

Part Two: Exploring Video Production

In this section you will watch a video with your partner and answer questions based on the information presented to you.

Please record your answers on the sheet provided for you.

Part Three: Exploring the Video Camera

Ask the teacher for the video camera and cassette. The cassette is for you to use for the entire module. Please be responsible and keep the cassette safe from harm.

Your goal is to explore different shots and scenarios while recording with the camera. Refer to the shot list in the back of the binder and ask your teacher to sign out of class if needed. Keep an eye on the time. Plan your return to class in sufficient time to put your equipment away and write your journal for the day.

Review the video rules in appendix 2 at the end of the binder. Ensure you review the basic shots before setting out to gather some video shots. Your activity sheet has the required video shots needed, don't forget to bring that sheet with you.

Part Four: Practice downloading Video Clips to Movie Maker

Once you have had time to explore with the camera and experiment with different shots, you are ready to download the video clips to your computer. Review the following important steps:

1. Turn the computer off. You may need to perform a shut down.
2. Rewind the video cassette and then turn the power off on the video camera.
3. Ask your teacher for the USB cable.
4. Plug the USB cable to the Camera and then to the computer.
5. Turn on the computer. When you see the welcome screen for Windows XP, turn the video camera to Play/ Edit mode.
6. Once you log in, there may be some video capture windows opening before you. These open by default and can be closed as they will not be needed.

You are now ready to download your clips.

Open the Windows Movie Maker program.

Click on the Tasks Button to reveal the **Capture from Video Device** option.

Make sure everything is powered up and click on "Capture from Video Device".

This window will appear.

Make sure AUDIO DEVICE is set to USB AUDIO Device

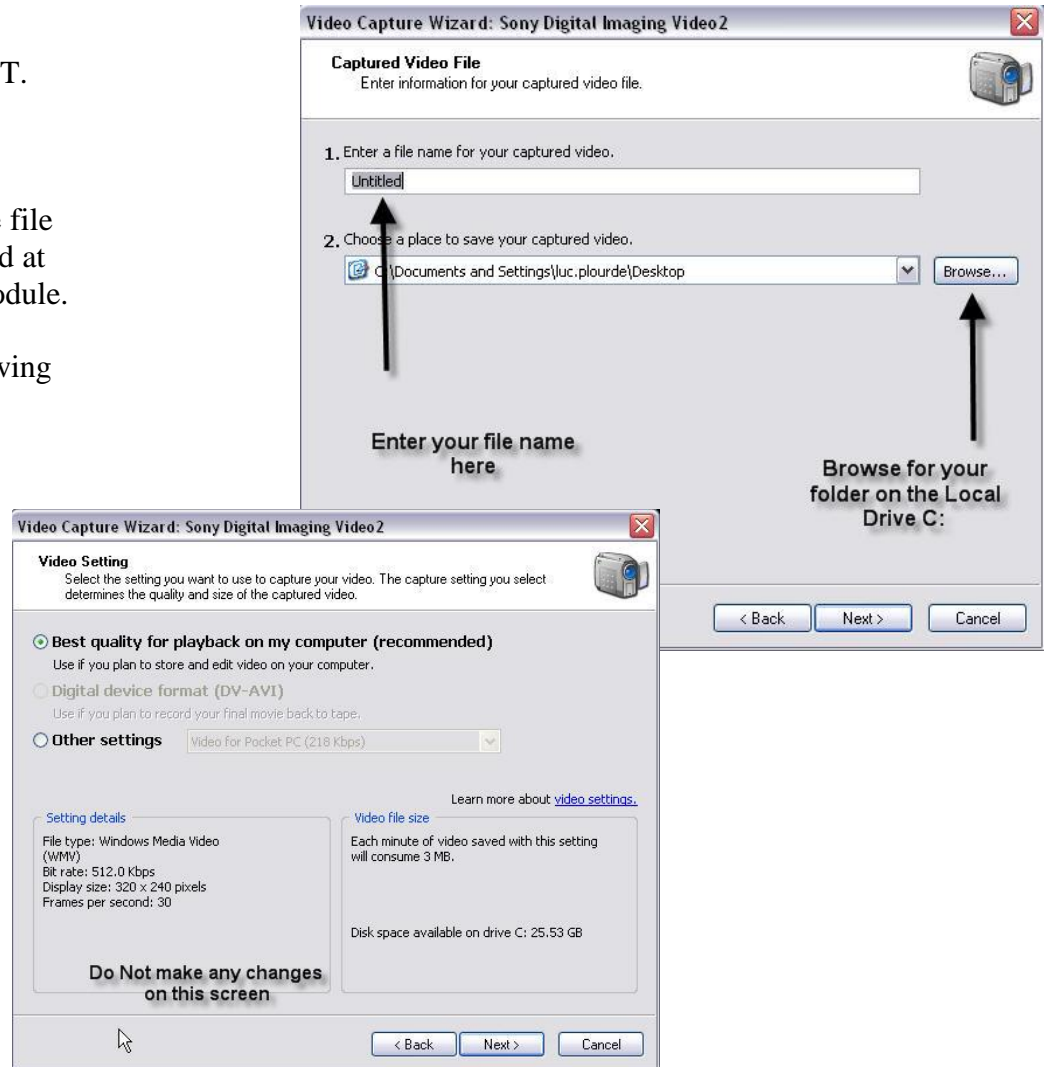


Click the NEXT button.

Name your File as TEST.

Make sure you save the file
In the folder you created at
the beginning of the module.

Click next on the following
two screens.

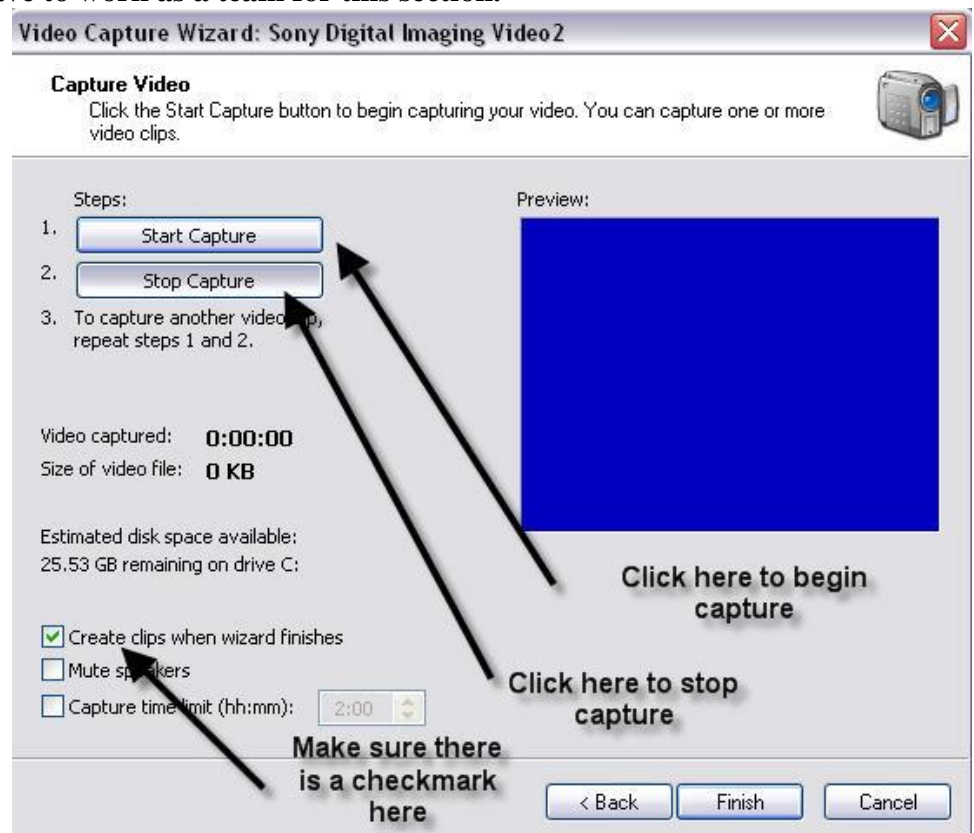


You and your partner will have to work as a team for this section.

Make sure there is a check mark in "Create Clips.." at the bottom left of the open window.

One of you will press the **START CAPTURE** button while the other presses the play button on the camera.

When you have completed the capture, press the **STOP CAPTURE** button and then the **FINISH** button. Sit back and the software will create the clips for you.



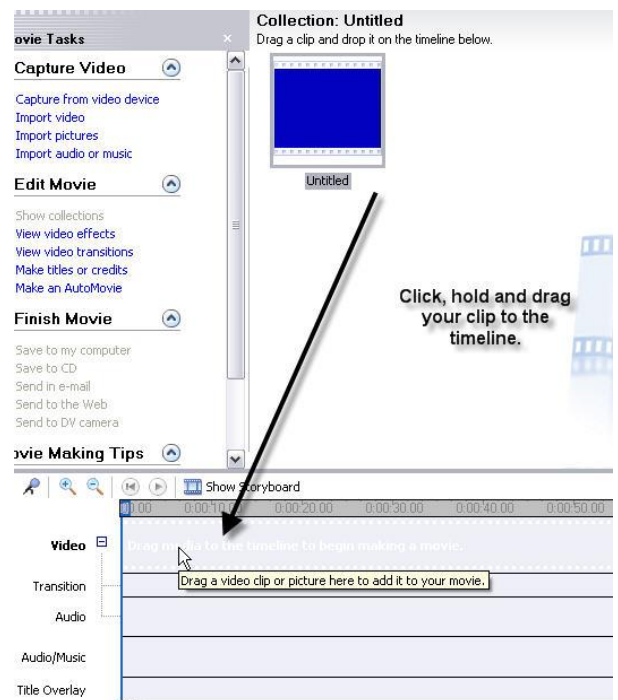
When the clips are in the collection pane, you can then drag them one at a time into the timeline.

Once they are all on the timeline, save your project as TEST.

You can now turn the camera off and disconnect it from the USB cable and the computer.

You are now ready to answer the questions about the quality of your test clips. Play your video through and comment on the quality of sound and of the video.

Save the project as Text before exiting.



Part Five: Final Project

As a final project, you and your partner will be asked to create a short 2 minute video. The topic has to be approved by your teacher before any planning begins.



Some ideas might include: news report, interview, documentary, tour, weather report, research project, or any other topic of choice. Be creative.

The final video:

- Must be no longer than 2 minutes but no shorter than one minute.
- Have titles and credits
- Have music
- Purpose

Planning must include location, script/story board, shot list, and purpose of the video.

Good Luck.

Make sure you review appendix 1 on downloading royalty free music as well as all other extra information about video shots and planning shots.

Saving music from freeplaymusic.com to your folder

Freeplaymusic.com is a website which offers royalty free music. Music that can be used free of charge. Use this website to find music for your final project.

Go to <http://freeplaymusic.com>

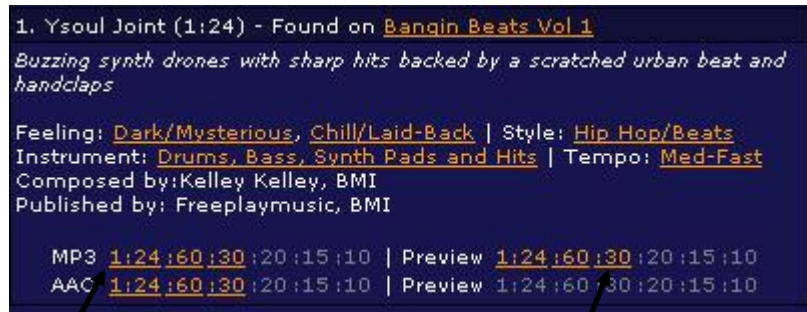
Click on a CD Volume, Style or feel to view selections.



You will see approximately 10 selections to choose from. As in the example below.



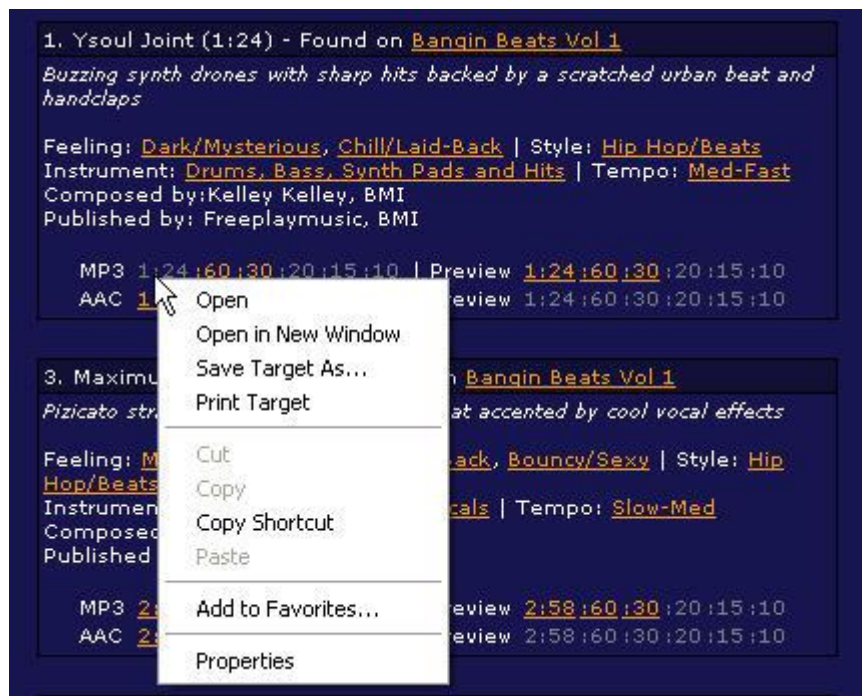
This is a closer look at a selection:



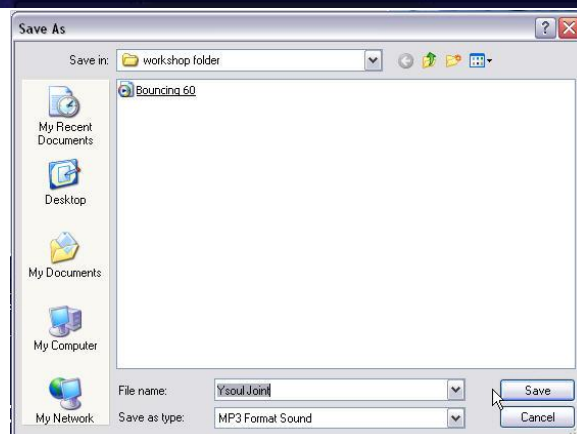
1. Click on a time, length of the preview, to listen to a preview. Media Player will play the preview

2. Right Click on a selected time beside MP3 to download that music file to your folder.

Click on Save Target As..



Save your file in the folder on the Local Drive C:



A new take on home movies: the "grammar" of video.

In written expression, the basic building block is the word. The video equivalent of a word is a camera shot. I'll be defining the various types of shots and showing you video examples of each soon. For now, let's define a shot as whatever the camera records after you press the record button and before you hit pause. Using that definition, many traditional "home movies" would consist of only one or two shots, even though they might last five minutes each.

Don't be a hoser!

That style of shooting is often referred to as the "garden hose" approach. As you water your shrubs, the water continually flows while you wave the hose nozzle from side to side, up and down, concentrating the spray here and there, making sure the whole garden gets a good soaking.

The "garden hose" video maker will stand in one spot with tape running, wave the camera from one side of the scene to the other, up and down, merrily zooming in and zooming out, trying to capture the whole scene in one shot.

If that shot were a written sentence, it would run on . . . and on . . . and on . . . and on . . . and on
.....

Good writing is composed of well-chosen words, combined into thoughtful sentences and logically organized paragraphs. Good video follows a similar structure.

Shoot to edit

The ability to edit what you shoot gives you access to the same compositional tools as the pros. It also requires you to think about how your shots will be combined together before you take them. That doesn't mean that every single edit needs to be planned in advance, but it does require that you have a sense of what shots you'll need later when you sit down at the computer. I'll be exploring that subject more in the sequences section.

Also, record your shots for a longer amount of time than you think you will use, adding time at the start and the end of each shot. That will give you more flexibility in editing, where you can always trim the excess.

Basic camera shots

Shots are usually defined by how much of the scene you show in your frame (what you see in your viewfinder). This can be controlled a couple of different ways. One would be to change the distance between the camera and your subject by physically moving the camera closer or farther away. The other would be to change the focal length of your lens, which controls the angle of view. A zoom lens, which virtually all camcorders have, is a combination wide angle, normal and telephoto lens. You change the angle of view by zooming in to a narrow angle of view (telephoto) or zooming out to a wide angle of view. Here are the basic shots:

Long Shot (LS)

A long shot frames a wide field of view of your subject and its surroundings. It usually requires a greater distance between your camera and your subject. Most likely you would choose a wide-angle lens setting (zoomed out).

Long shots are also referred to as wide shots or establishing shots. An establishing shot establishes the subject's location for your viewers by revealing its surrounding. It might also be used to cover broad action involving several people in a large area.

Use long shots sparingly! Details are lost in long shots. Overuse of long shots is boring.

Medium Shot (MS)

A medium shot frames more of your subject while still revealing some of the background. If your subject is a person, a medium shot would show the person from about the waist up.

Medium shots provide more detail than long shots, which makes them more interesting to your viewer.

Closeup Shot (CU)

A close-up focuses your viewer's attention on specific details. It demands that the viewer concentrate on the information you are giving them. In storytelling, close-ups have great emotional impact. They can also be used to give the audience information the characters in your video don't have. For example, showing a close-up of a sign reading "wet paint" right before a medium shot of your character in the process of sitting down on a painted park bench, would build anticipation and set up the audience for the laugh.

You will most likely need to use a camera support, like a tripod, in order to get a steady shot.

A close-up of a person would frame the subject from the top of the head to the top of the shoulders. Human emotions are best revealed in close-ups!

Extreme Closeup Shot (XCU)

An extreme closeup shot frames only a portion of your subject. It is a very dramatic shot that can generate great visual excitement. XCUs might be used to show the face of a wristwatch or words being typed on a computer screen. Like the long shot, extreme closeups should be used sparingly, when it is important that your viewers see great detail. In most instances you'll want to choose a wide-angle lens setting (zoomed all the way out) and move the camera lens as close to the subject as necessary. Use of a camera support, like a tripod, is a must.

An extreme close-up of a person's face would detail the eyes, nose and mouth. When framing an extreme closeup of a face, be sure to include the chin and sacrifice the forehead. The reason for this has to do with how our imaginations fill in spaces we can't actually see on the screen, using something

called psychological closure. When framing human subjects, proper closure can be achieved by avoiding putting natural cutoff lines of persons at the bottom of your frame. Instead, frame your shots to include the area slightly above or below these natural body joints. Your shot will look awkward if you don't supply enough visual information for your viewers to project what lies outside the frame.

Examples found at:

<http://www.atomiclearning.com/freeexamples.shtml>

Video Production in the Classroom Worksheet

1. Define the following terms:

A. Videographer

B. Panning

C. Zooming

D. Tilting

2. When would be an appropriate time to use an external microphone?

3. What is "framing up"?

4. Lighting is very important for a good video shoot. .
Describe what would happen in each of the following cases:

A. Person sitting in front of a window with open curtains.

B. Person with light shining on one side of the subject's face.

C. Person with bright sunlight shining directly in subject's face.

D. Person with bright sun coming from directly behind the subject.