

# Windows Movie Maker 2 – Video Task Guide

This guide will instruct you how to get video footage from a DV camcorder to your computer. It will also give basic instructions for trimming footage and adding transitions.

*Note:* There are two versions of Windows Movie Maker. This guide is for version 2. To determine which version of Movie Maker you have, open Windows Movie Maker (see Setup/Locating the Program below if you are not sure how to do that), choose About *Windows Movie Maker* from the *Help* menu, and look for the line that begins Windows Movie Maker Version x.x.xxxx.x (usually the fourth line down). The first number indicates the version of Windows Movie Maker (for Movie Maker 1, see the Movie Maker 1 Guide).

## Setup/Locating the Program

For this process, you will need the following:

- Your camcorder
- The tapes that contain the footage you have recorded.
- A FireWire (also called iLink or IEEE 1394) cable to connect the camcorder to your computer
- Windows XP

To open Windows Movie Maker, click on the Start button in the bottom left part of the screen and then go to the following menu items:

All Programs/Accessories/Windows Movie Maker

## General Tips:

- When filming, record a few extra seconds at the beginning and ending of all your scenes and takes. This will make editing easier.
- Video files are very large. Try to keep at least 1-2 GB of space free on your hard drive at all times. You may want to work with 10 minutes or less of footage at a time. Check the free space on your hard drive periodically.
- Close all other programs before proceeding.
- You will probably find it easiest to capture and work on one clip or scene at a time.

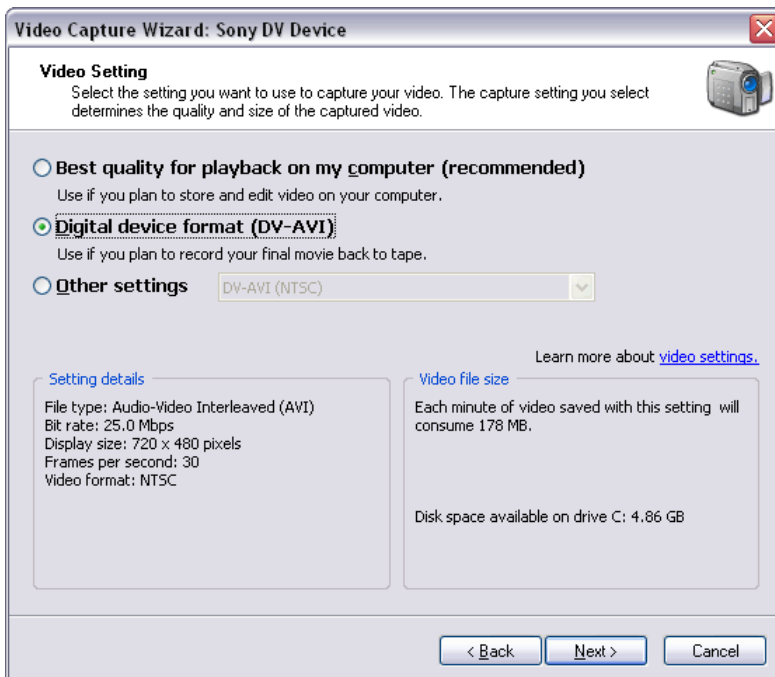
## Capturing

1. Open Windows Movie Maker.
2. Plug your video camcorder into an AC adaptor, turn the camera on to playback mode, and load the video tape that contains the footage you'd like to capture.
3. Connect the FireWire cable from the video camcorder to the computer.

4. Windows Movie Maker should automatically open the capture dialog box. If it doesn't, choose *Capture Video* from the *File* menu. The *Capture* dialog will open.



5. Type in a name for the video file.
6. Choose a save location for your video file by clicking on the **Browse** button. By default, Windows Movie Maker will save your file to *My Documents/My Videos*.
7. Click on the **Next** button when you have finished.

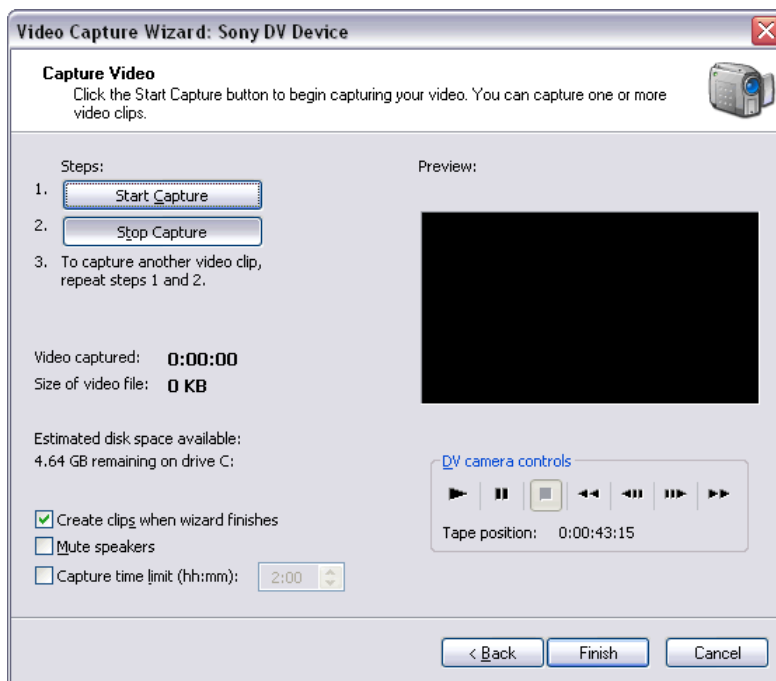


8. In the *Video Settings* dialog, click on the radio button next to **Digital device format (DV-AVI)**.

9. Click the **Next** button.

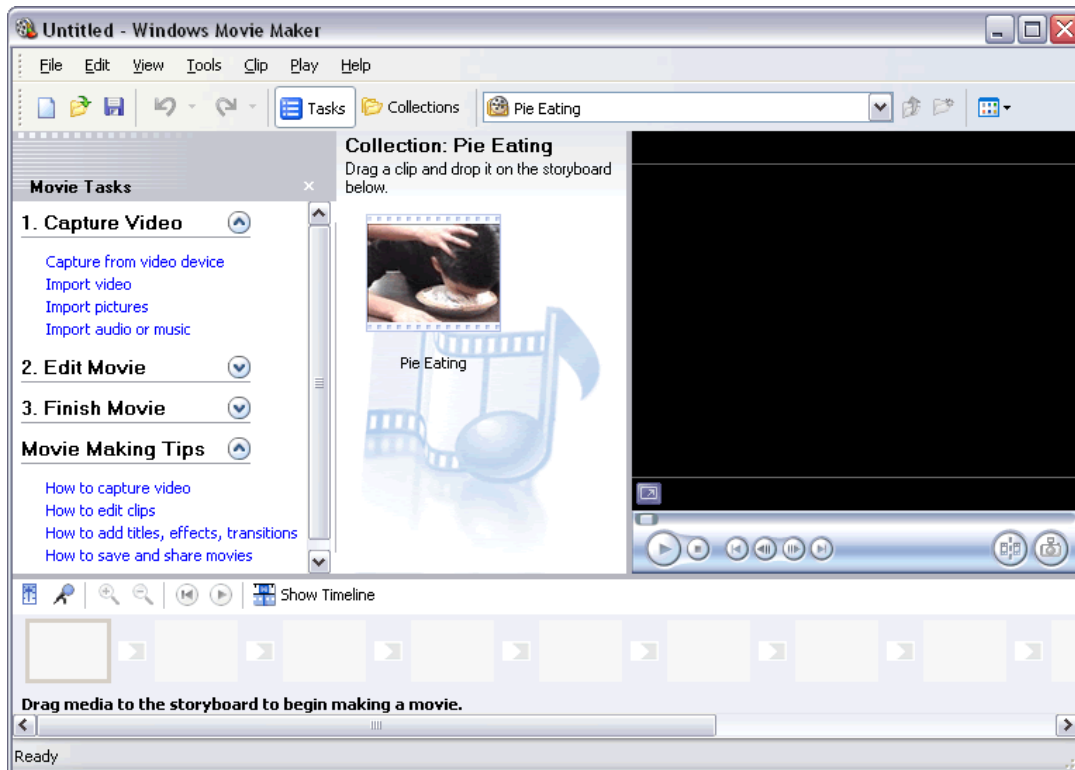


10. In the *Capture Method* dialog, click on the radio button next to **Capture parts of the tape manually**. Leave the **Show preview during capture** box checked. If you experience problems while capturing the video (skipping or freezing), try coming back to this screen and clearing the checking the box next to **Show preview during capture**.
11. Click the **Next** button.



12. Make sure the video tape in your camcorder is cued to the right spot.

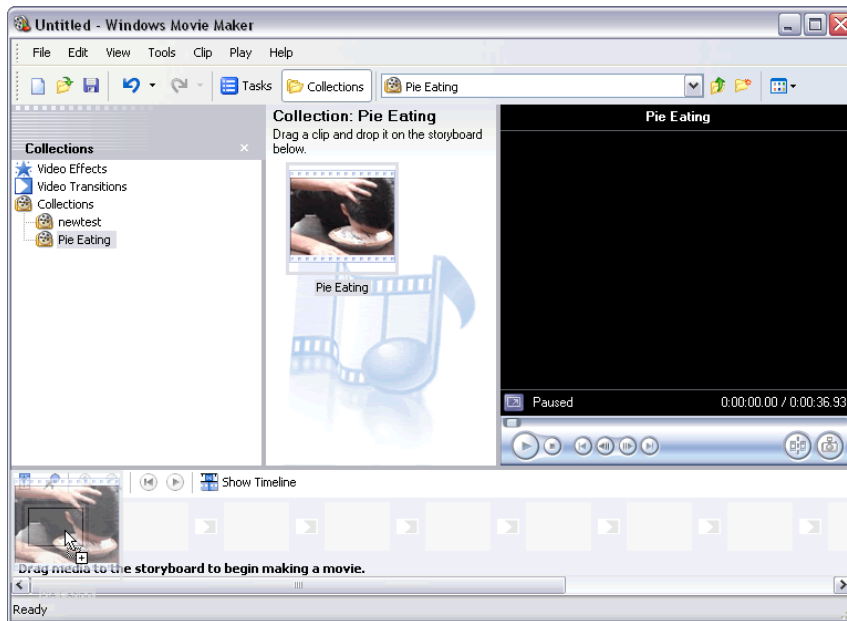
13. Click the **Start Capture** button in Windows Movie Maker. The Preview window will show you what Windows Movie Maker is capturing.
14. When the footage you're capturing is finished, click **Stop Capture**.
15. Click on the **Finish** button.
16. Windows Movie Maker will now create clips from the captured video. Clips are created by Windows Movie Maker when there is a significant change from one frame to another (usually between scenes or takes).
17. Once the clips are created, they will appear in the *Collection* area (the middle part of the program).



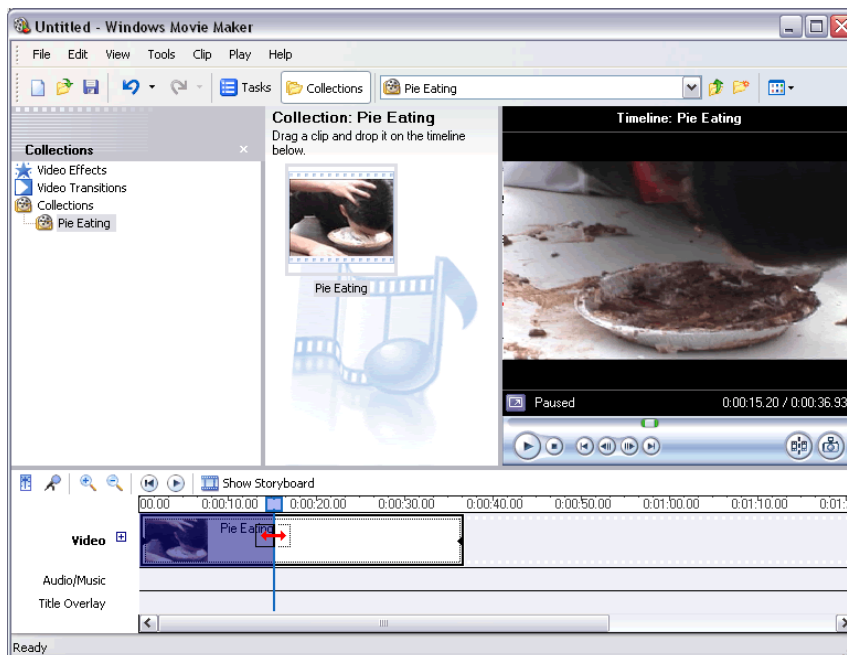
- ↓ If you captured a single scene or clip and if you will be doing all of your editing in the program you will be using for compressing the video, you may simply close Windows Movie Maker, locate the AVI file Windows Movie Maker created, and open it in your other program.
- Otherwise, continue to the next section to edit your video clip(s).

## Editing

1. Drag the first clip that you want to use into the storyboard (the slots at the bottom).



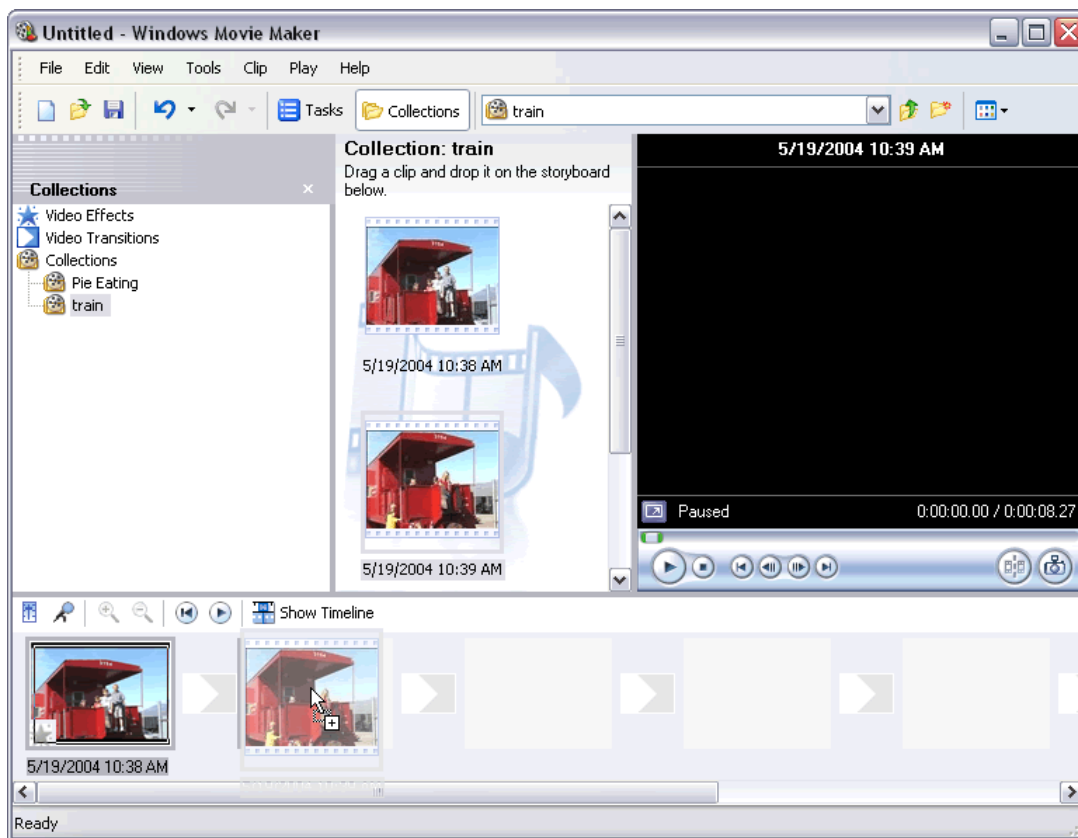
2. To trim the clip, click on the **Show Timeline** button.
3. The clip will show up as a rectangular area. The width of the rectangle represents the length of the clip. Move your mouse near the end or beginning of the rectangle. The cursor changes to red double arrows.
4. Hold down the mouse button and start dragging left to trim the end of the clip or right to trim the beginning of the clip. The vertical blue line will show where the trim point is, while the preview pane in the upper right side of the program will show you the current video frame to assist you in choosing the trim point.



5. Use this method to choose trim points for the beginning and end of the video clip.
- ↓ If you are only using a single clip, you are now ready to save the movie to a file you can compress in another program. Skip ahead to *Save* (page 7). As an option, you may experiment with fades and video effects by choosing from the menu items in the *Video* item from the *Clip* menu.
- If you will be combining multiple clips to create your video, continue to the next section for instructions on combining clips and putting transitions between them.

## Multiple Clips

1. Click on the Show Storyboard button.
2. Drag the next clip you would like to use to the next slot in the storyboard.



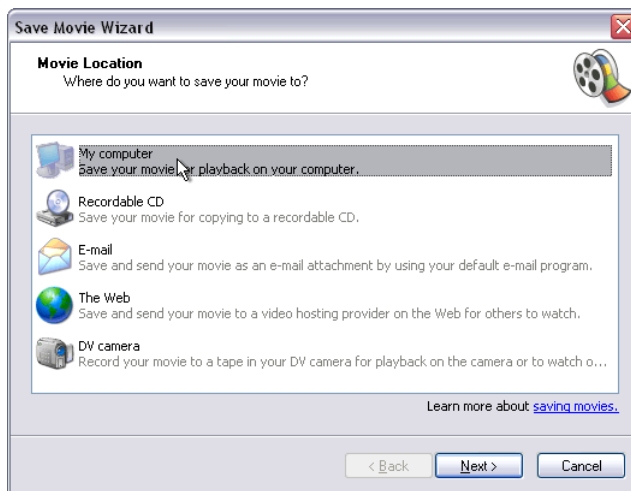
3. You may also add a transition between the clips. With the Collections button highlighted (top icon bar just below the menus), click on Video Transitions from the Collections pane in the left side of the program. Choose a transition and drag it between your two video clips. For more information on transitions and video effects, see the Help Topics from the Help menu.
4. Continue adding clips and transitions, trimming them as needed, until you have assembled the entire video.

## Save

In this final step, we will prepare the video to be compressed in Memories Builder. There is a difference between the *Save Project* and *Save Movie File* menu items on the *File* menu.

- *Save Project* – Creates a small file that includes information about which clips you are using and any transitions, trims, or effects you may be using. Useful for allowing you to make modifications to those settings later. *This file does not contain any actual footage, and will only be useful on the computer it is created on.*
- *Save Movie File* – The step required to prepare your movie for use in another program. This process brings all of your clips together and creates a stand-alone movie file.

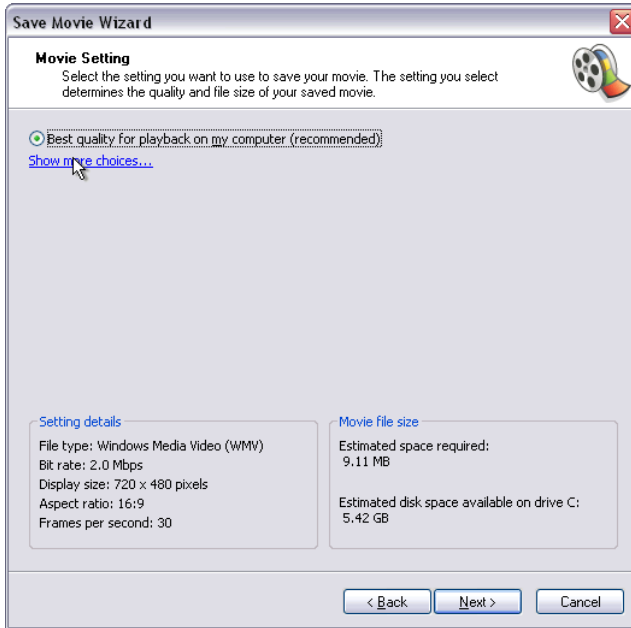
1. Click on the **File** menu and choose **Save Movie File**. The *Save Movie Wizard* appears.
2. In this screen, choose **My computer**.



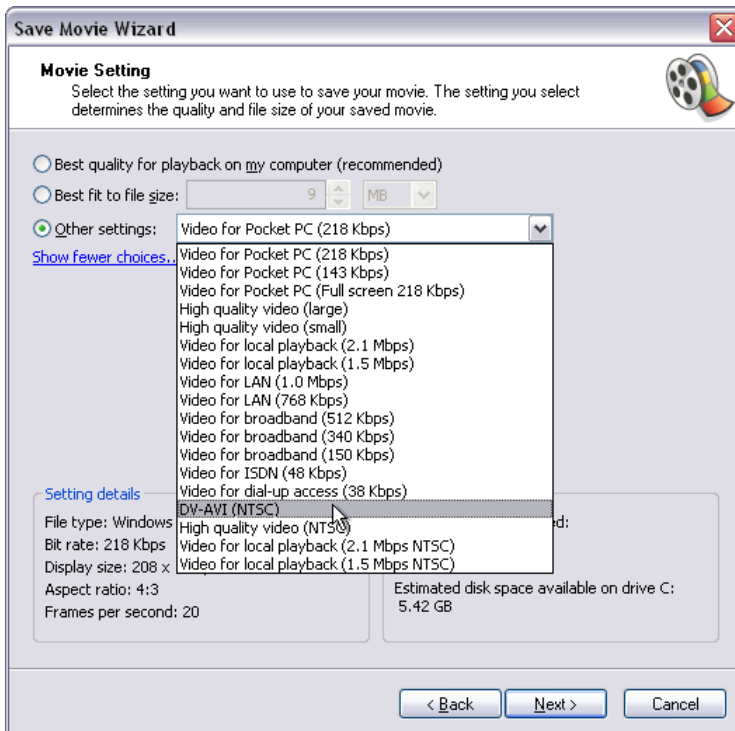
3. Click on the **Next** button. The *Saved Movie File* dialog appears.



- Type in a name for your movie file. Click on the browse button to choose a location for the movie file. You may want to choose a different name or location than what you chose in the Capture portion of this guide, since choosing the same name and location will overwrite the captured file (you could add *edited* to the filename, for example).
- When you have made your choices, click **Next**. The *Movie Setting* dialog appears.

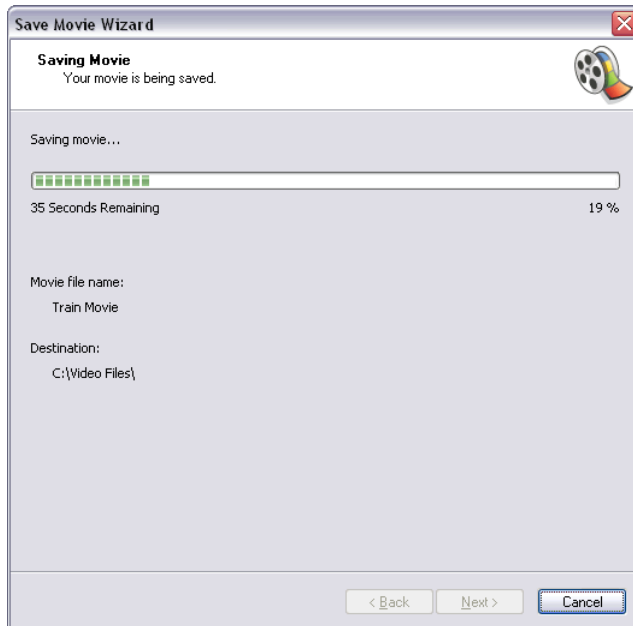


- Click on **Show more choices**.
- Click on the radio button next to **Other settings**. Then, choose **DV-AVI (NTSC)** from the drop-down menu.

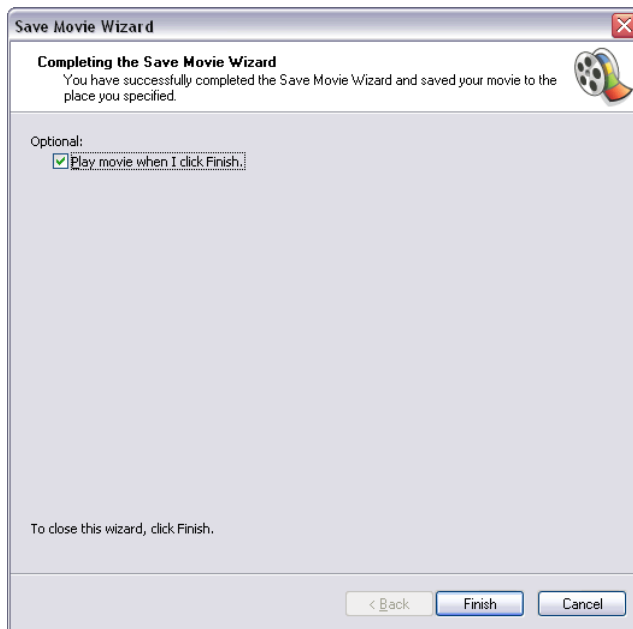




- Click on the **Next** button. Windows Movie Maker begins saving the file.



- When it has completed, click on the Finish button. Windows Movie Maker will play the finished file. *Note:* Playback of uncompressed video requires more processing power and system resources than many computers can handle. Playback may be choppy on some machines.



Your movie file is now ready for Memories Builder. Because the exported video file still needs to be compressed, Memories Builder will prompt you to compress it as you add it to your project. Follow the instructions in the User's Guide starting with step 5 on page 29 for choosing compression settings.

This concludes the Windows Movie Maker Task Guide. For more information on Windows Movie Maker, consult the Help Topics from the Windows Movie Maker Help menu.