

501 Workshop Pt. 1: Intro to Non-Linear Editing

Introduction

This is a workshop for the Avid Newscutter non-linear editing software. The purpose of this workshop is to teach you the basics of assembling a VSV in a sequence.

“Non-linear” or computer based video editing gives us a great amount of flexibility and control over the elements you are assembling. “Linear” video editing or tape to tape editing simply transfers sections from one tape to another in the order you place them. Think of this difference as the editing equivalent of using a word processor vs. a typewriter. A few broadcast news facilities still use linear editing because it is fast and efficient.

The non-linear method or process that we teach in this workshop is one of many ways to achieve the same final product. We developed this method to combine both linear and non-linear techniques which gives us the *speed* and *efficiency* of linear and the *flexibility* of non-linear. It’s based on reducing the amount of steps when cutting stories on a deadline.

No Food or Drinks in the Digital Lab. Not on the floor, only inside your bag.

(The lab has a raised floor and a spill could result in an electrical short)

4 Things You Should Have on Your Desk

- Mini DV tape- *Avid Workshop*
- This document
- A Script
- Assigned External Hard Drive

3 Basic Steps to Editing

1. Input/digitize footage into the computer
2. Edit/assemble a sequence
3. Output/digital cut your material

Close all programs, Avid demands a great deal of RAM. While editing with Avid, never open other programs (web browsers, Word or even email.). It will overtax the system, your computer will inevitably freeze at the worst possible time and you may lose your work.

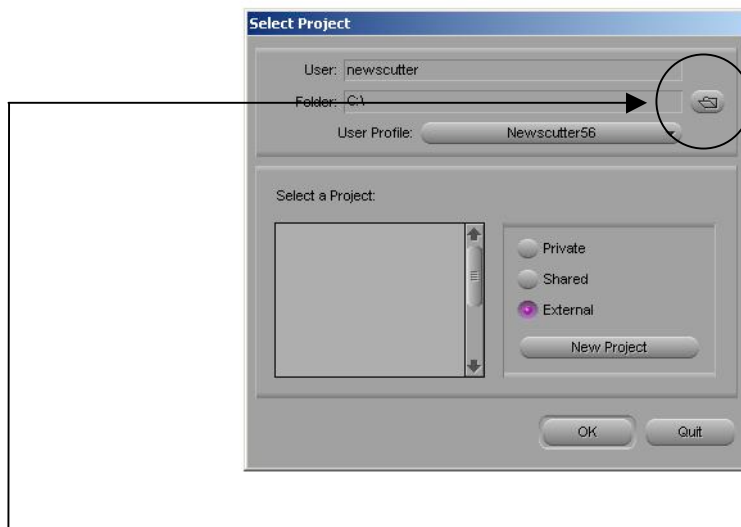
Starting Avid NewsCutter

1. Login to the computer using your regular USC username and password.
2. Connect your **external hard drive** to the computer before starting NewsCutter.
3. Double-Click on **Avid NewsCutter** under ASC applications in the menu bar.
4. Enter password: **news1025** (case sensitive), click OK.



The software loads on two screens and takes a minute to load.
(If you get the message, "Your current power scheme..." Hit CONTINUE)

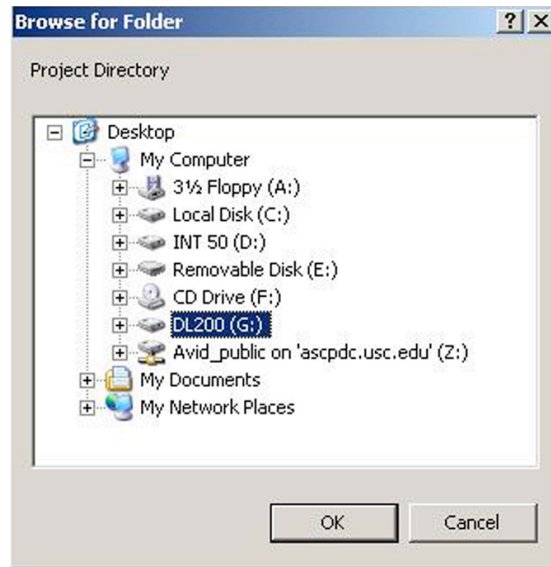
"Select Project" window appears.



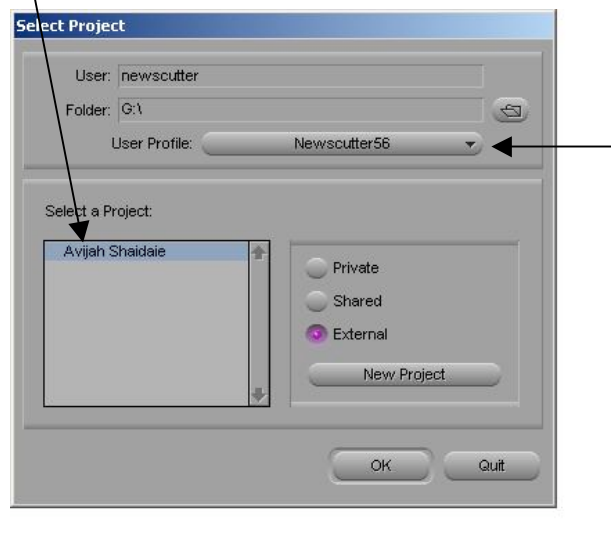
5. Click the Folder icon:

***Never Change user, Never Change user profile and
Never click New Project!!!***

“Browse for Folder” window appears:



6. Highlight the drive icon labeled **DLxxx** .
(“xxx”- will match the numbered external hard drive you were assigned.)
Then, Click **OK**
7. Highlight your **name** and Click **OK** –



User Profile should always say NEWSCUTTER56. (never change it)

Always find your name. This Project was created for you. If you don't find your name, ask for help. Clicking “New Project” and typing in your name is not the solution. Doing that only causes more problems.

8. Set Drive number on “Capture Tool” to match your hard drive DLxxx. This is where the Media files will be saved.



Avid saves your Project data and Media Files separately. They both must be saved on your external hard drive. If they are not both saved to your drive, when you move to another computer you will not have any video.

9. Click on NEW BIN in the “Project” window. Type **Hillside** as the name of the Bin. Each story or assignment will be its own Bin within your “Project” folder.



10. Insert Tape into deck, using the orange mark to line the tape up in the center. Make sure the label is facing up. When prompted, name the tape “Workshop”, then press Enter and click OK.

Do not let your BIN or any open windows touch or overlap the video display windows. This will cause the machine to freeze.

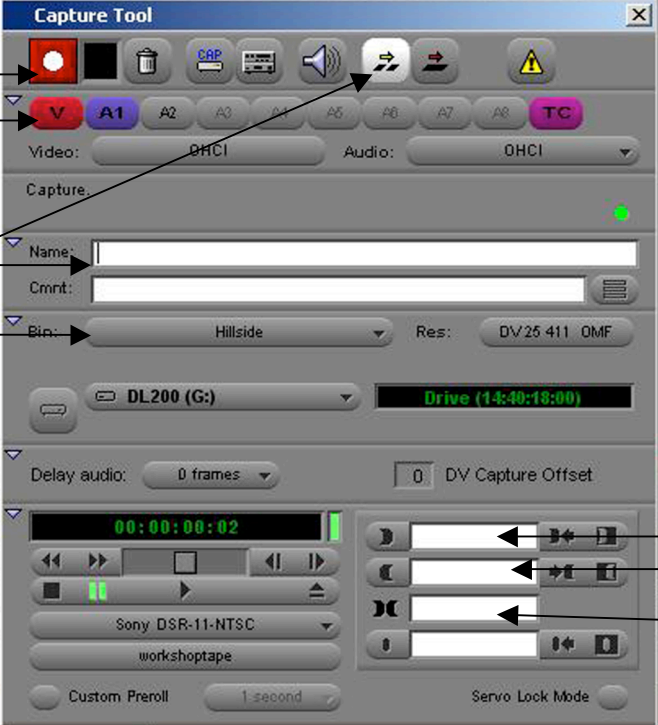
Capture Tool

This window captures video and audio from your tape and digitizes it into the Avid system. We select which tracks the Capture Tool brings in by clicking the **V (video)** and the **A (audio)** buttons.

11. Select **V, A1, & TC** only.

(A2 will be reserved for tracking packages which we will use in the next workshop)

Record button



The screenshot shows the Avid Capture Tool interface. A box labeled 'Record button' points to a red square button with a white circle in the top toolbar. An arrow points from the 'V' button in the track selection row to the 'Name' field. Another arrow points from the 'A1' button to the 'Bin' dropdown menu. A third arrow points from the 'TC' button to the 'Delay audio' dropdown. A fourth arrow points from the 'Name' field to the 'Name' field. A fifth arrow points from the 'Bin' dropdown to the 'Bin' dropdown. A sixth arrow points from the 'Name' field to the 'Name' field. A seventh arrow points from the 'Bin' dropdown to the 'Bin' dropdown. A box on the right side of the window contains the text 'Spaces for: IN points OUT points Duration' with arrows pointing to the corresponding fields in the 'Name' and 'Bin' sections.

Spaces for:
IN points
OUT points
Duration

12. Select the **YELLOW** arrow. This is the “Splice-In” mode.

(Allows the footage to be laid directly into the Timeline.)

13. Make sure the correct **BIN** is selected.

14. In the **Name** space, type “**Cars**” (this is the name of our first clip in the script).

Use the **number keypad** on your keyboard to punch in time code numbers.

(Make sure **Num Lock** is on) You do not need to type the colons.

15. Type the IN point; **1:03:16:09**

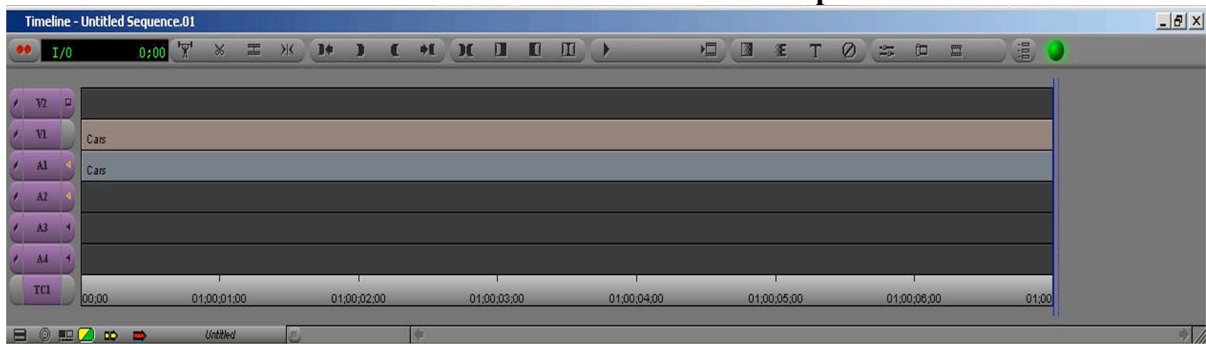
16. Type the duration **9:00**

17. Click on the “**Record**” button.

Note: You may notice the duration increase by 6 seconds after you hit record. Our Avids are set to add 3 seconds to the beginning and end of each clip you capture. These “Handles” do not affect the edit. The extra material is digitized for possible fixes or changes in the future.

This first shot needed to be 7 seconds for the script, we edited in 9 seconds for “Opening Pad”.

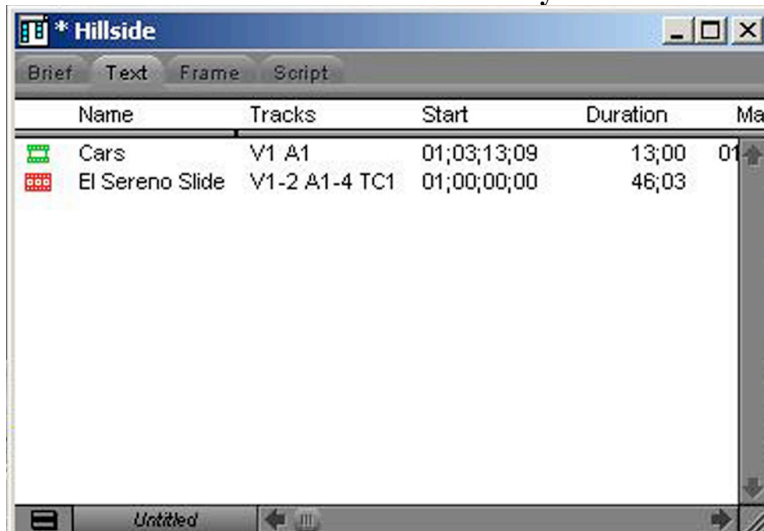
This is what the Timeline should look like after that first capture.



Once you’ve laid your first B-roll shot in your Timeline, two icons appear in the bin. The green icon is the clip itself. The red icon is your sequence. The sequence is the representation of the project you are creating and editing in the “Timeline”. Each clip you capture will appear as its own file. So, you will continue to have one red icon (the sequence) and many green icons as you capture more clips.

18. Name the sequence **EL SERENO SLIDE** by clicking once on the name, (probably “Untitled Sequence.01”) changing the text, and pressing Enter.

This is what the bin will look like after you have renamed the files.



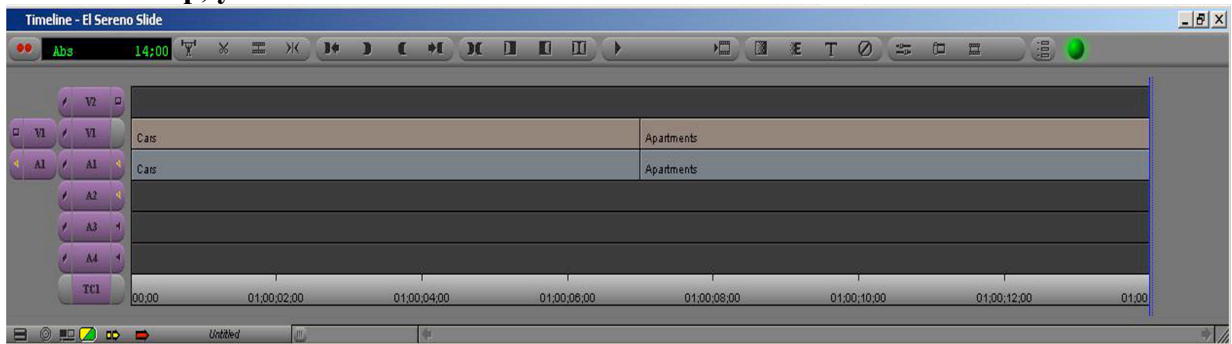
The program saves automatically. You can also hit “CTRL + S” to save recent changes.

Never delete material that you deem unusable. Only the Techs in the Lab can delete media. So DO NOT delete your own clips or bins.

19. Before editing the next clip after cars, click on the “Timeline” window, then press the “end” key, located near the numeric keypad to make sure that the Blue Indicator is located at the end of the timeline. This will place the next clip after “Cars”.

20. Return to the Capture Tool and change the name to “**Apartments**”(This is the next clip in the script)
21. Type the IN point to **01:04:00:15**
22. Type the duration at **7:00**
23. Click on the “**Record**” button.

After this step, your Timeline should look like this.



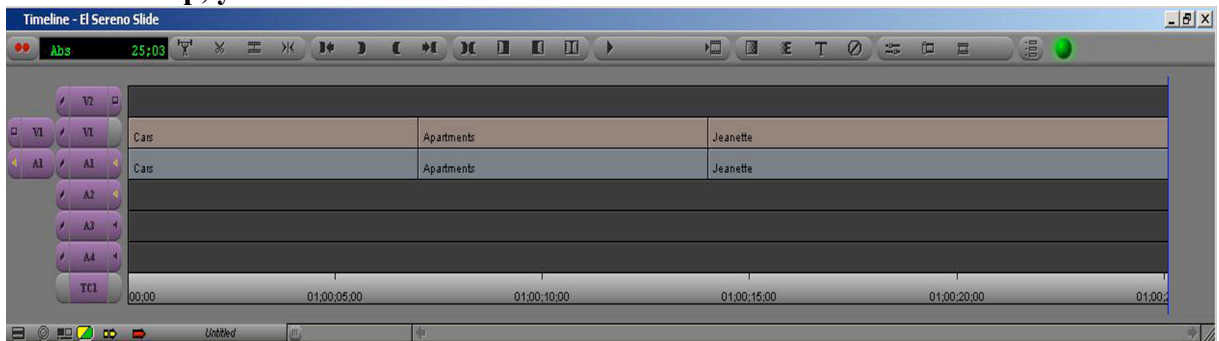
Now we are ready for the first **SOT** sound bite.

24. Leaving the Blue line at the end, go back to the Capture Tool and name the next clip “**Jeanette**”.

Since this is a sound bite it has a specific ending, the **IN point** and **OUT point** need to be typed in. Use the **IN point** and **OUT point** on the script.

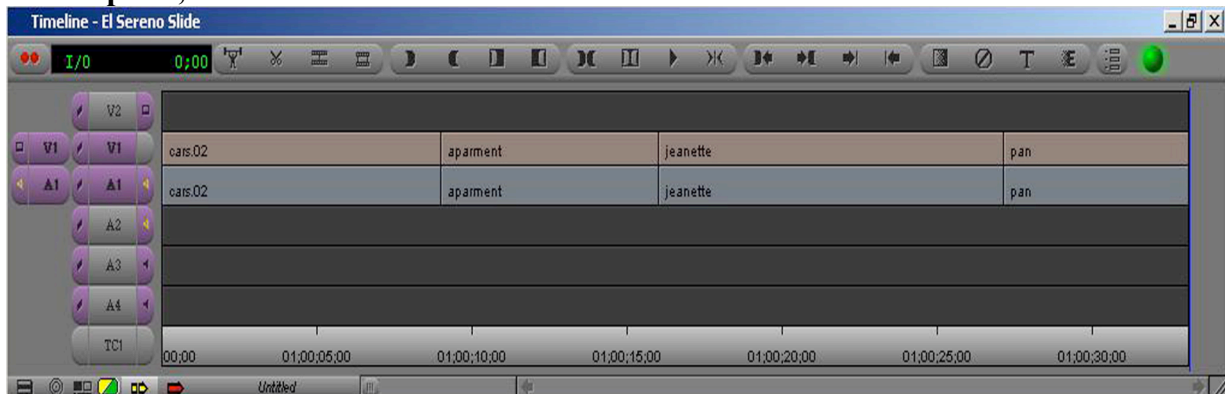
25. Type the IN point **1:07:08:29**
26. Type the OUT point **1:07:20:02**
The duration should be **11:03**
27. Click on the “**Record**” button.

After this step, your Timeline should look like this.



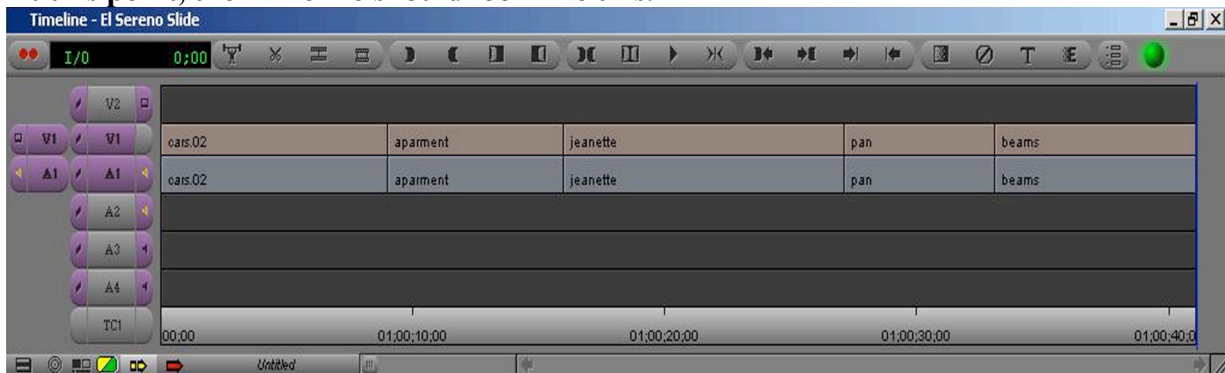
28. Return to the Capture Tool and type in the next clip name **“Pan”**
29. Type the IN point **1:05:57:00**
30. Type the Duration **6:00**
31. Click on the **“Record”** button.

At this point, the Timeline should look like this.



32. Return to the Capture Tool and type in the next clip name **“Beams”**
33. Type the IN point **1:06:16:00**
34. Type the Duration **8:00**
35. Click on the **“Record”** button.

At this point, the Timeline should look like this.



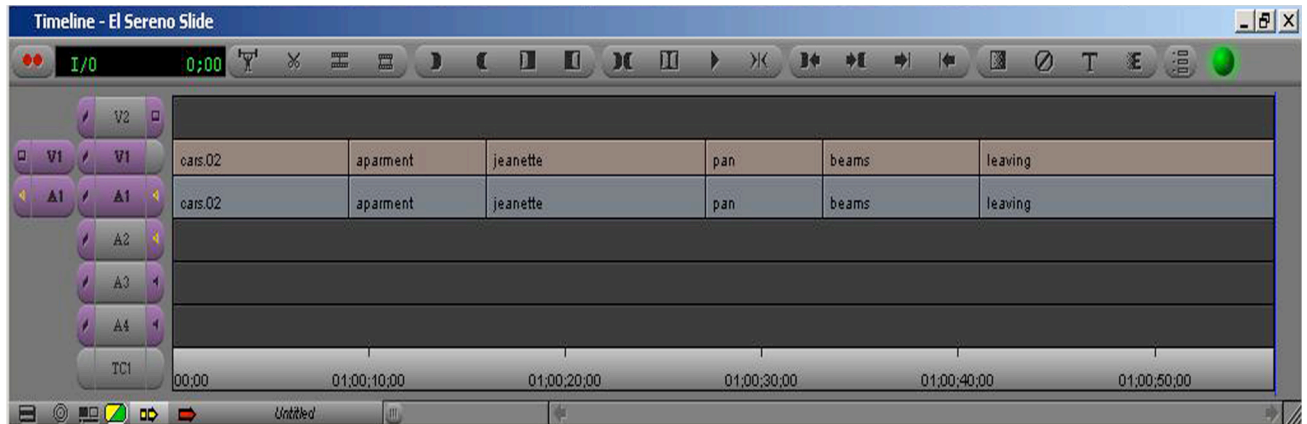
For the last clip, it is important to have at least 5 seconds extra video for “Closing Pad”. This shot cannot change during the extra seconds of pad. Your script should display this.

Tip: Always shoot extra at the end of your shots, in case you need it for pad.

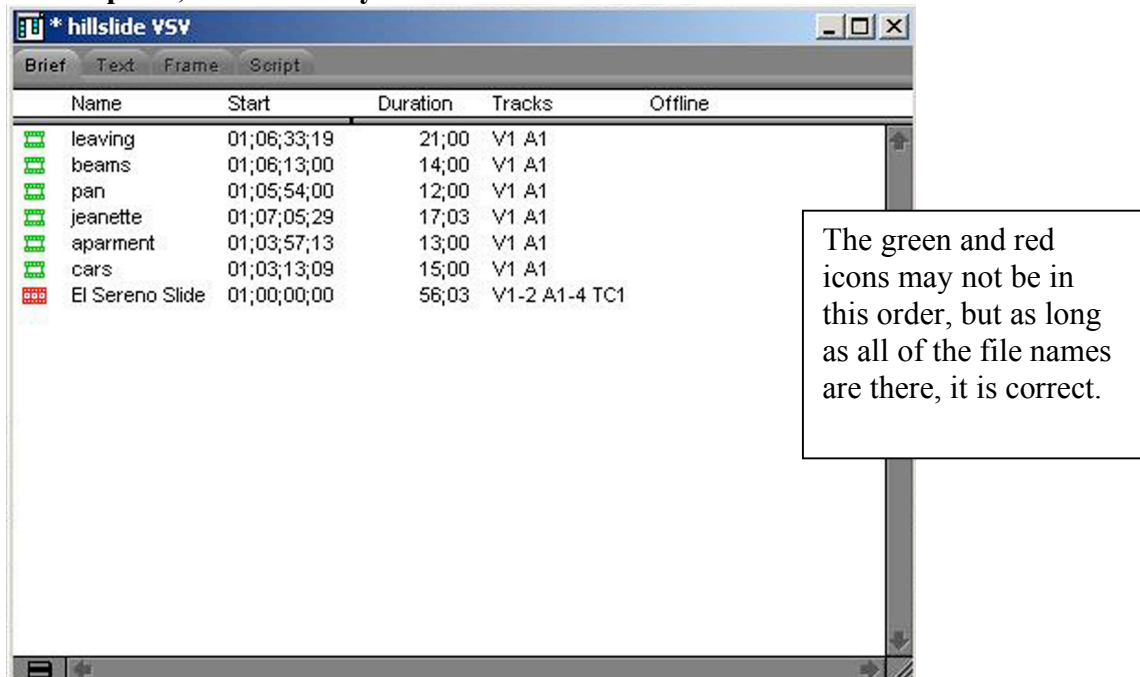
36. Return to the Capture Tool and type in the last clip name, **“Leaving”**
37. Type the IN point **1:06:36:19**
38. Type the Duration **15:00 (10:00 plus 5:00 for pad)**

39. Click on the **“Record”** button.

Here is how the final Timeline should look.



At this point, the bin that you created should also look like this.



**Always remember to save you BIN before you close it.
After re-opening a BIN, to load the sequence, double-click the RED icon.**

Outputting your Project to a tape- The Digital Cut

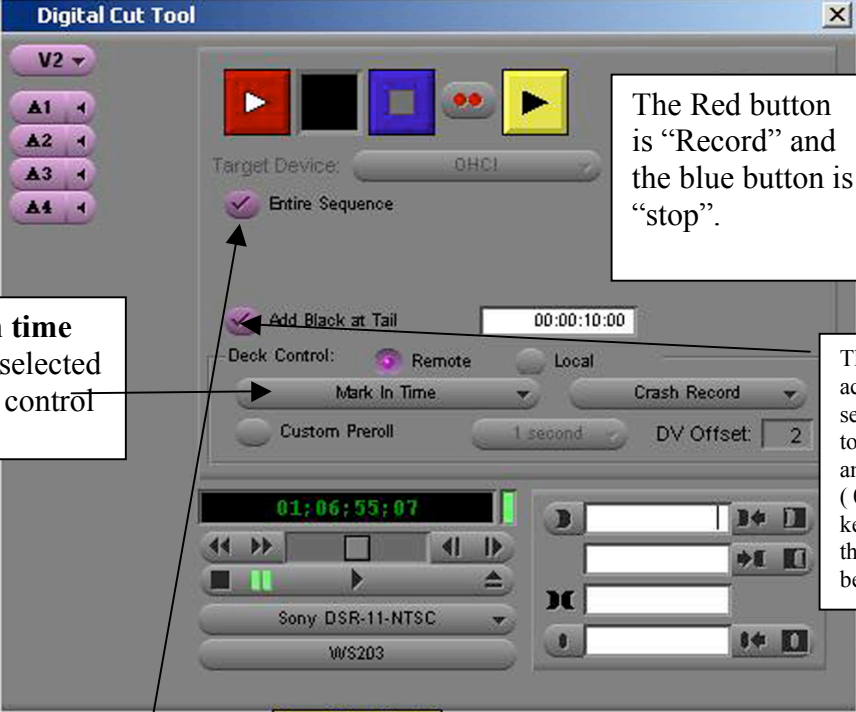
When you're finished editing your project you need to record it to a tape. This is called a "Digital Cut". You must have at least 1 minute of black on your tape before doing this step.

Digital Cut Steps;

1. Save your work by saving the bin. (Hit "Control + S" or look under FILE, and SAVE All Bins). (Your project is saved when the "*" next to the name of your project disappears).
2. Under the CLIP menu, select DIGITAL CUT and move the window to the right monitor.

The Digital Cut tool is basically the opposite of the Capture tool.

3. Confirm a few things on the Digital Cut tool:



The screenshot shows the 'Digital Cut Tool' window. On the left, there are buttons for 'V2', 'A1', 'A2', 'A3', and 'A4'. The main area contains several controls: a 'Target Device' dropdown set to 'OHCI', a 'Record' button (red) and a 'Stop' button (blue), a 'Deck Control' section with 'Remote' and 'Local' buttons, a 'Mark In Time' button, a 'Crash Record' button, and a 'Custom Preroll' button. A timecode window shows '00:00:10:00'. At the bottom, there are playback controls and a 'Sony DSR-11-NTSC' dropdown. Annotations with arrows point to specific buttons: 'The Red button is "Record" and the blue button is "stop".', 'The "Add Black at Tail" button is activated (pink). When this button is selected, the time code window next to it is highlighted. A standard amount of time for tail is 10 seconds. (00:00:10:00) Use the numbered keypad. Adding tail ensures that there is good black space on the tape between stories.', 'The "Entire Sequence" button is activated (pink) to ensure that the entire sequence is outputted to the tape. (Otherwise the output IN-point will be where the blue line is resting on the timeline.)', and 'Mark in time must be selected for deck control'.

Mark in time must be selected for deck control

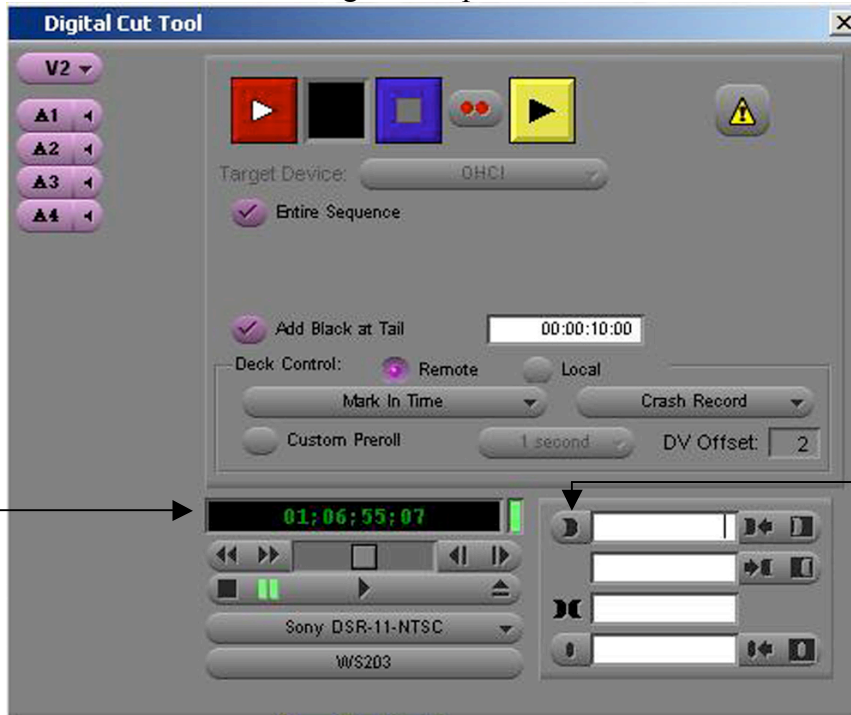
The Red button is "Record" and the blue button is "stop".

The "Add Black at Tail" button is activated (pink). When this button is selected, the time code window next to it is highlighted. A standard amount of time for tail is 10 seconds. (00:00:10:00) Use the numbered keypad. Adding tail ensures that there is good black space on the tape between stories.

The "Entire Sequence" button is activated (pink) to ensure that the entire sequence is outputted to the tape. (Otherwise the output IN-point will be where the blue line is resting on the timeline.)

4. Put your mini DV tape in the deck, which will pop-up the "Tape Select" Window. Your tape should have at least 1 minute worth of black at the beginning.

5. Either select “Digital Cut Tape” or you may cancel out of this dialogue box, as it is not really necessary to name a Digital Cut tape and name it something else.
6. Enter the Timecode number that you wish to start recording on your tape as your IN point. You can also cue your tape to the spot you wish to begin recording and manually mark the IN point.
7. Before pressing record, make sure that the Timeline and the Source/Record window (the window above the Timeline) are not overlapping each other. This will cause the Digital Cut process to freeze. Resize them if they overlap.



Timecode
Display

Manual Mark IN button

8. Hit the red **“Record”** button to begin the output.
9. A message will pop up, “Please mount destination tape in Sony DSR-11-NTSC.” **Hit OK.**
10. On the right computer monitor, press the **“Source”** button twice. Tap the button until the DV deck output is displayed on the window. (It may take a few taps.) You’ll use this screen to monitor your digital cut output. The volume on the left monitor is for the computer output and the volume on the right monitor is connected to the DV deck (there is a small delay between the two outputs).
11. As the recording begins, you can see the record icon on the screen turn green (prepping) to red (the actual recording). If for any reason you want to abort the digital cut, hit the blue stop button and you can begin again.

On occasion, the AVID may give you problems and you'll be unable to make a digital cut. As always, if you have a problem, one of the techs will be happy to help you.

12. When the "Digital Cut complete" window pops up, **Hit OK.**

Always check your tape to make sure that it did in fact record onto the tape.

Exiting the Software

1. Save and close all open bins.
2. Close your "Project Folder"
3. Select "Quit" in the "Select Project" window
4. NEWSCUTTER XP Window appears, LEAVE APPLICATION?, Hit LEAVE
5. Log out of the computer.
6. Only after you have logged out, can you disconnect the external hard drive.
(Be patient. Quitting NEWSCUTTER and logging out takes a few moments. Disconnecting your hard drive before logging out may result in loss of media or other corruption of your project.)

You will need to bring your own Mini DV tape to perform the "Digital Cut".

We may not have time during class to go through the Digital Cut process together. Try following the steps in this handout and ask for assistance if you need any help.

Training Exercise

- Check out your Hard Drive by number at the front desk and also request a Workshop Tape.
- Attach your hard drive to the computer station, launch the Avid software and create a new Bin inside your Project Folder.
- Locate the “Horse Rescue” footage further into the Workshop Tape.
- Log two B-Roll shots and two Sound Bites. (Sound Bites should have IN & OUT points logged)
- Using the same process in this workshop, capture and assemble two 7:00 second B-roll shots in the timeline.
- Add the two Sound Bites after the B-roll shots using the IN points and OUT points.
- Perform a Digital Cut to record your edited sequence onto a tape.

You will need to bring your own Mini DV tape to perform the “Digital Cut”.

We may not have time during class to go through the Digital Cut process together. Try following the steps in this handout and ask for assistance if you need any help.

Please complete this exercise prior to coming back for the next class training session. By completing this exercise by yourself, you will be prepared to learn the more complex steps and features necessary for building a complete package.