

# 203 Workshop: Introduction to Non-Linear Editing

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## Introduction

This is a workshop for the Final Cut Pro non-linear editing software. You don't have to be an expert at using it to make it work for you.

“Non-linear” or computer based video editing gives us a great amount of flexibility and control over the elements we 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.

The non-linear method or process that we teach in this workshop is one of many ways to achieving the same final product. We developed this method to give us *speed, efficiency* and *flexibility*. It's based on reducing the amount of steps when cutting stories on a deadline. Learn from other peoples experience and mistakes by following this technique for cutting stories here at school (and beyond, unless your future boss tells you otherwise).

Understanding Final Cut will benefit the Broadcast, Print and Online journalist by being able to cut video segments for television or websites. Many PR companies also have their own systems in their offices.

**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)*

## 6 Things You Should Have on Your Desk

- Mini DV tape
- A script
- This document
- Digital Lab Brochure
- A 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

Please keep open programs to a minimum. Final Cut Pro requires a great deal of the computers resources and having too many programs open could cause system instability.

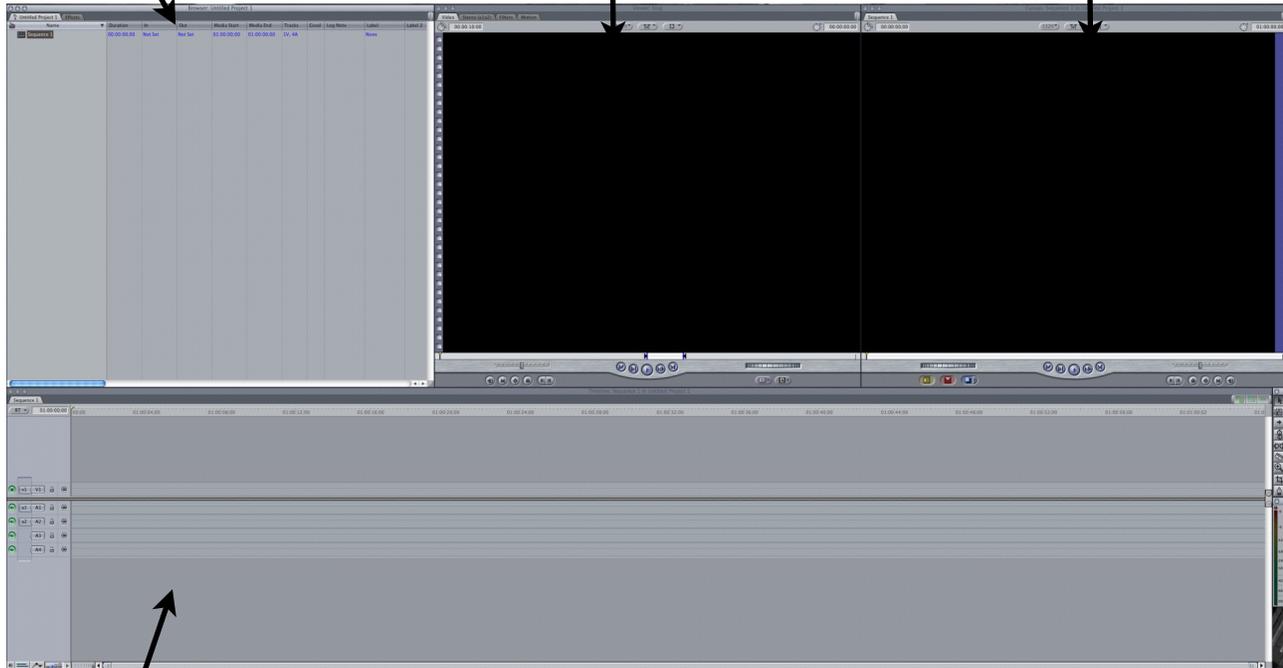
You can always find this tutorial and more at <http://www.dlquestions.com>

## 203 Final Cut Pro Workshop

Browser Window

Viewer Window

Canvas Window



Tool Palette

Timeline

### Table of Contents:

- 1.) Setting up your project
- 2.) Importing your footage
- 3.) Setting in and out points
- 4.) Insert Edits
- 5.) Exporting your footage
- 6.) Opening/Closing



Open Final Cut by clicking on the Final Cut Pro icon in the dock at the bottom of the screen.

## Setting Up Your Project

File management is one of the most important aspects of using Final Cut Pro effectively. Whenever sitting down to work in Final Cut it is important that you set your scratch disk location so that you know where your files are/go.

1.) When the “Non-Writable Scratch Disks” dialogue opens, click Reset Scratch Disks.

2.) You will receive the following error: “One or more of your chosen...” Click OK.

3.) Click on the first Set button in the Scratch Disks window.

This will open up the “Choose a Folder” dialog.

4.) Under “DEVICES” select your drive (DLxxx) and click Choose.

Note: You should set your scratch disc **every time** you open Final Cut Pro.

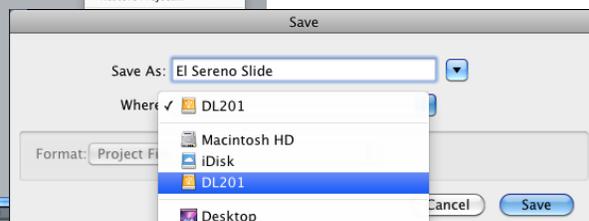
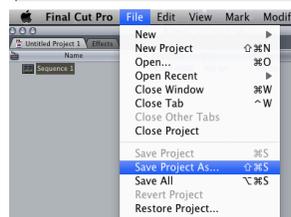
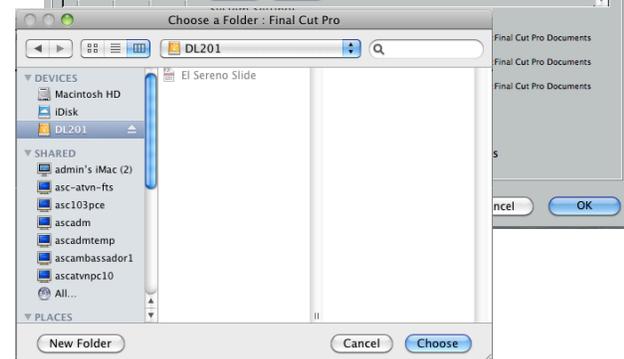
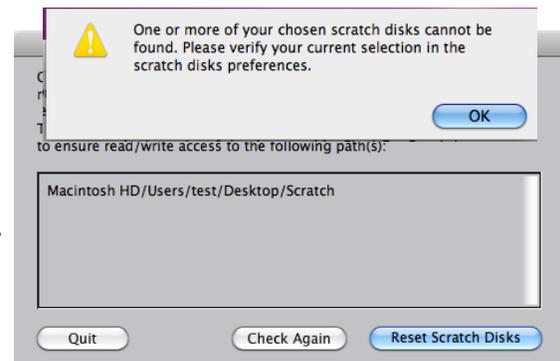
5.) Click OK.

6.) Click Continue.

7.) Select *File* and then *Save Project As...*

8.) Under “DEVICES” select your Drive “DLxxx”.

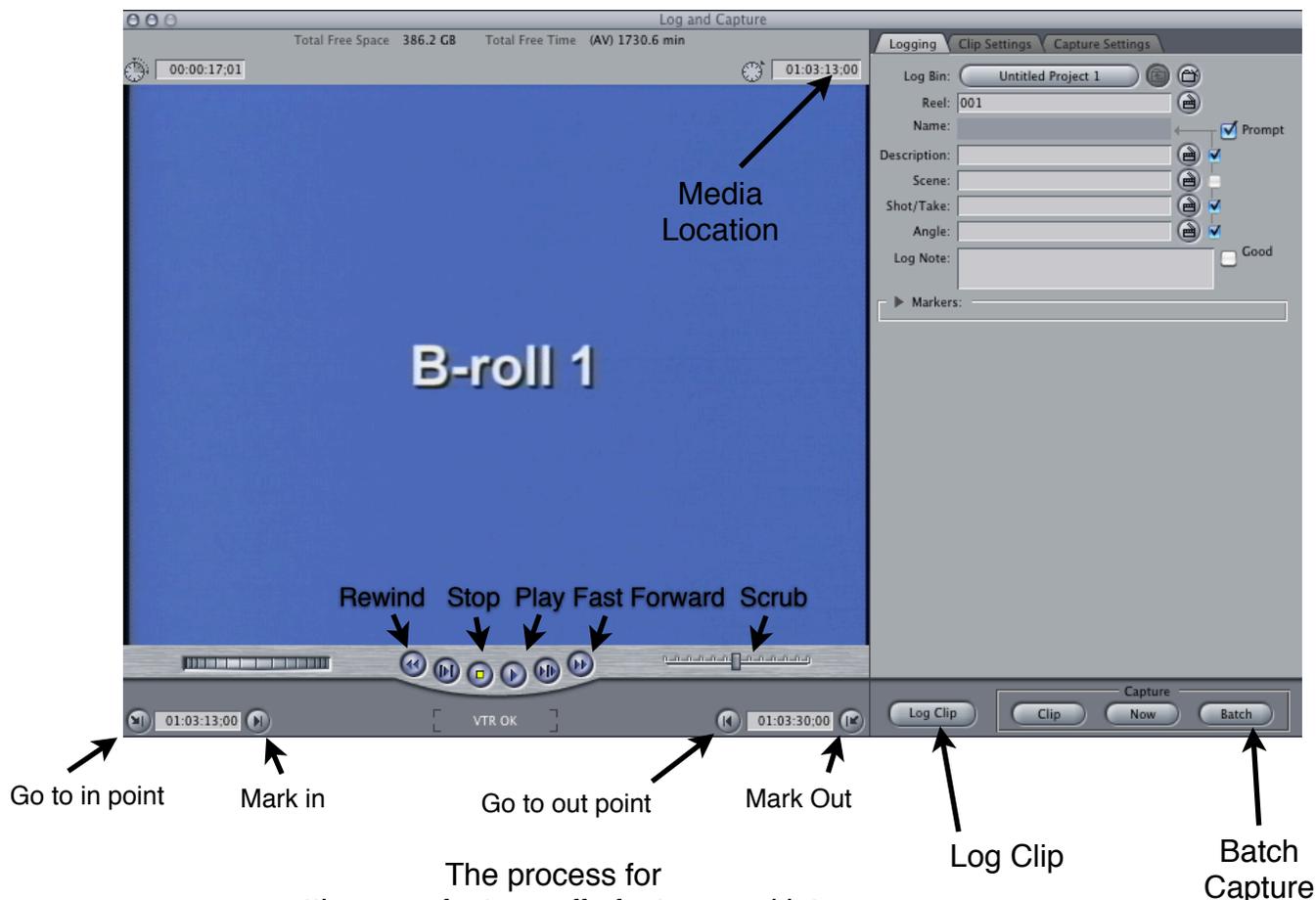
9.) In “Save As” type “El Sereno Slide” and click “Save”.



## Importing Your Footage

The first step to editing is importing your footage into the computer. You will be importing your footage from a DV tape using the deck at your workstation.

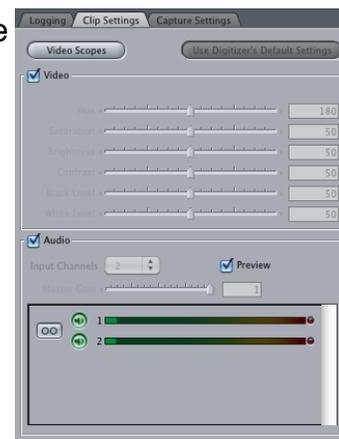
Choose *File > Log and Capture* at the top of the screen and Insert your tape into the deck.



The process for getting your footage off of a tape and into Final Cut Pro is to mark the points on your tape with in and out points. This is called "logging your clips." You will then capture all of the clips into your computer in a process called "batch capturing."

First make sure preview is on in the "Clip Settings" tab then click back to the "Logging" tab.

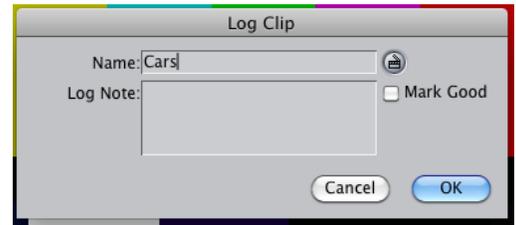
- 1.) Use the video controls to navigate to 01:03:13:00 on your tape.
- 2.) Press "i" on the keyboard or press the "Mark In" button.



3.) Fast Forward your tape to 01:03:30:00 and press “o” on the keyboard or the “Mark Out” button.

4.) Press the “Log Clip” button.

5.) A dialog box will appear asking you to name your clip. Name it “Cars” and press OK.



6.) We can now log the rest of the clips by typing the timecode into the IN and OUT boxes manually and then clicking “Log Clip”.



7.) Log the following clips, hitting “return” after each one:

Name	In	Out
Apartments	01:03:58:00	01:04:09:00
Pan	01:05:55:00	01:06:05:00
Beams	01:06:14:00	01:06:26:00
Leaving	01:06:34:00	01:06:54:00
Jeanette	01:07:06:00	01:07:22:00

8.) Press the “Batch” Capture button.



9.) In the “Capture” dialog box change the drop down to “All Items in Logging Bin”.

10.) Press OK.

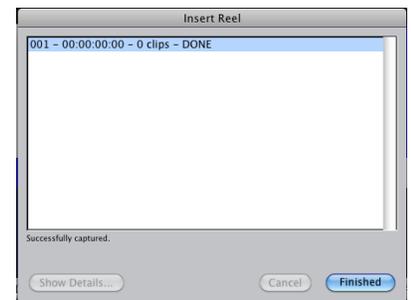
11.) Press Continue when the “Insert Reel” dialog box pops up.

The deck and computer will automate the rest of the process of transferring your footage. This process will take 3 - 5 minutes to complete and you should not use the computer while it’s batch capturing.



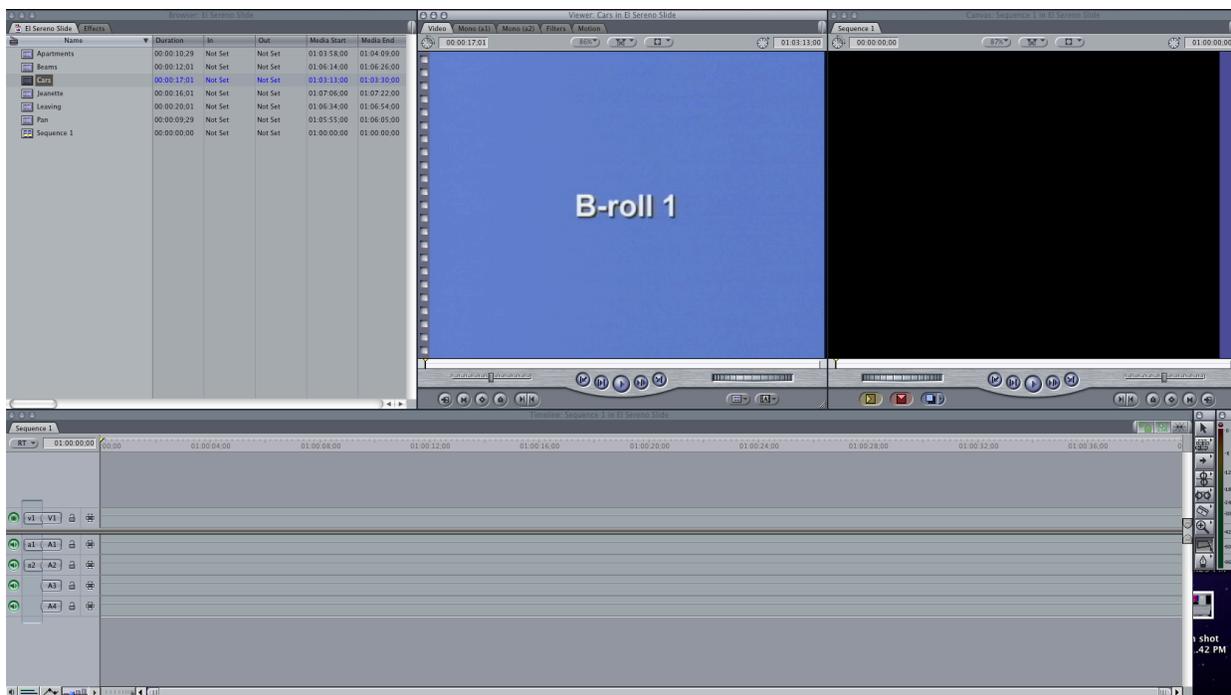
12.) After batch capturing is complete the “Insert Reel” dialog box will pop up again. Click Finished.

13.) Press “command+option+s” to save your project.



## Setting In And Out Points

In and out points are the basis for all of your edits in Final Cut Pro. As you find clips you want to use, you tag them with an in point for where you want your edited clip to begin and an out point where you want the clip to end before bringing it down into the timeline.



Media Location

1.) In order to set in and out points we first need to load a clip into our viewer window. Double click the clip “Cars” from the Browser Window.

2.) With “Cars” loaded in the viewer press the spacebar to play the clip. When you get to approximately 01:03:16:09 in the media location window, press the spacebar again to pause the clip. Use the left and right arrow keys to locate 01:03:16:09 exactly.



3.) Click the “Mark In Point” button or hit “i” on the keyboard. By marking an in point you are telling Final Cut Pro that this is the first frame of your raw footage that you want to use.

4.) Based on our script our first shot needs to be seven seconds long. However, we need to include two seconds of pad. Move the clip forward nine seconds by typing “+900” in the media location window and then hitting return.



5.) Click the “Mark Out Point” button or hit “o” on the keyboard.

6.) You now have a portion of your clip highlighted. When you perform an edit, everything between your in and out points will be added to your timeline. Notice the duration of clip in the media duration window is nine seconds.



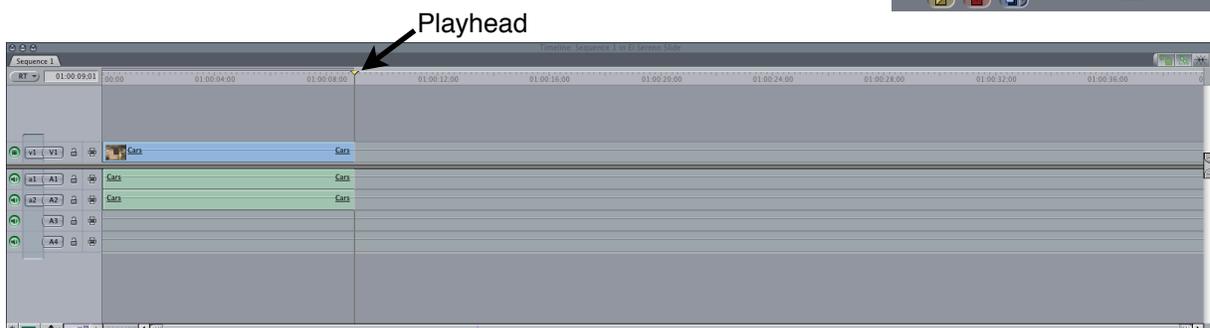
## Insert Edits

The general sequence of creating your project is to set an in and out point on a clip, then insert that clip into your timeline. You then repeat this process for each clip based on your script.

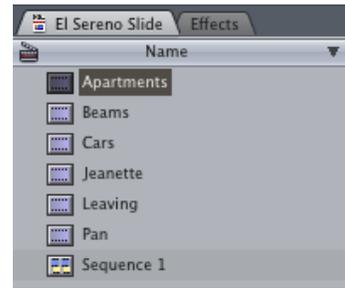
1.) Press the Insert Edit button located at the bottom of the canvas window. This will add the portion of your clip between the in and out points to your timeline at the location of your playhead.



2.) Your timeline will now look like this:



3.) Double click on Apartments in the Browser Window.



4.) Set the in point to 01:04:00:15 by using the spacebar and arrow keys to find the location in the viewer and then clicking the "Mark In Point" button or hitting "i" on the keyboard.



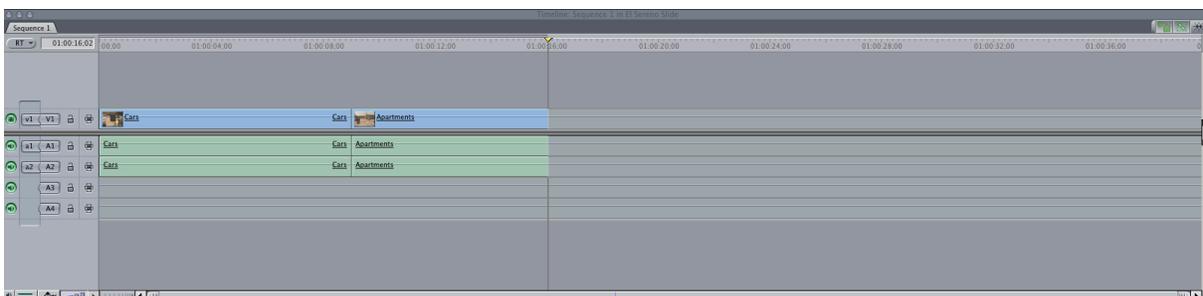
5.) Move ahead seven seconds by typing "+700" in the media location window.

6.) Set the out point by clicking on the "Mark Out Point" button or hitting "O" on the keyboard.



7.) Press the Insert Edit button  to add "Apartments" to your timeline.

8.) Your timeline will now look like this:



9.) Double click on “Jeanette” in the Browser Window.

10.) Using the spacebar and the arrow keys, find the exact frame where Jeanette begins to speak.

11.) Mark in.

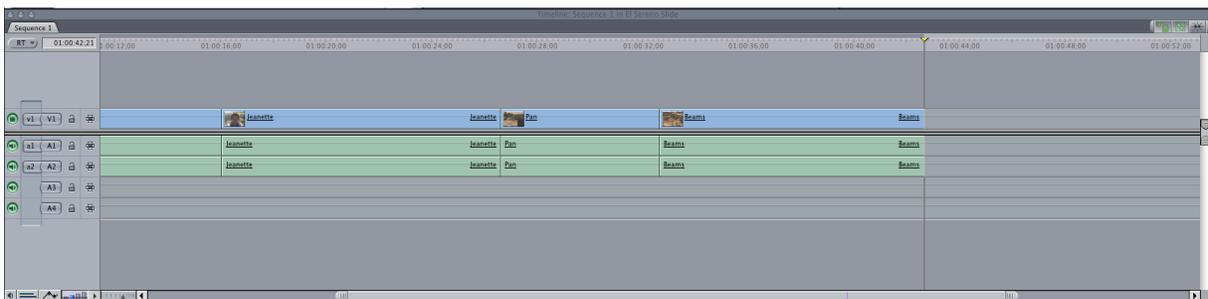
12.) Using the spacebar and the arrow keys, Mark out after Jeanette says “...because we can’t go in there.”

13.) Click Insert Edit. 



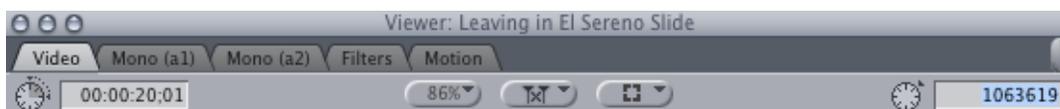
14.) Repeat for “Pan” and “Beams” based on the script.

15.) Your timeline should look like this:



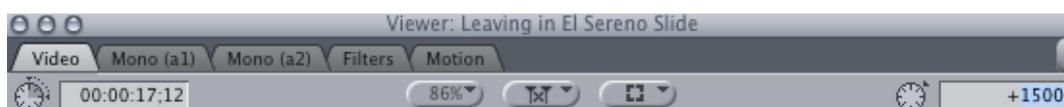
16.) Double click on “Leaving” in the Browser Window.

17.) In the Media Location Window type “1063619” and hit return.



18.) Mark an in point.

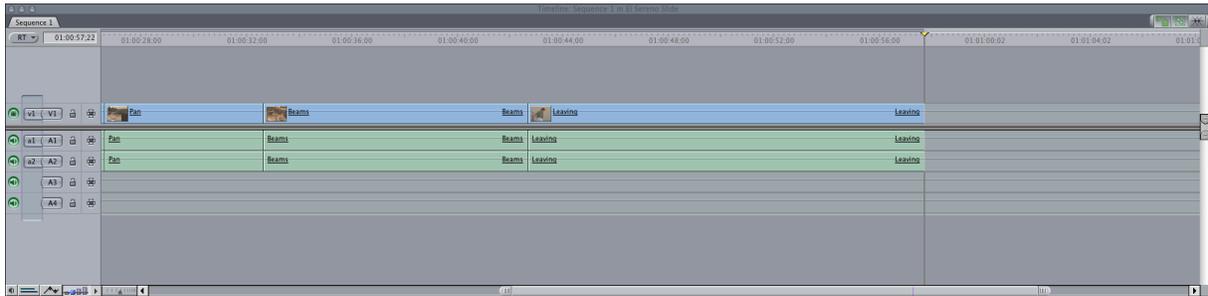
19.) Based on our script our last shot needs to be ten seconds long. However, we need to include five seconds of pad. Move the clip forward 15 seconds by typing “+1500” in the media location window and then hitting return.



20.) Mark an out point.

21.) Click on the Insert Edit button.

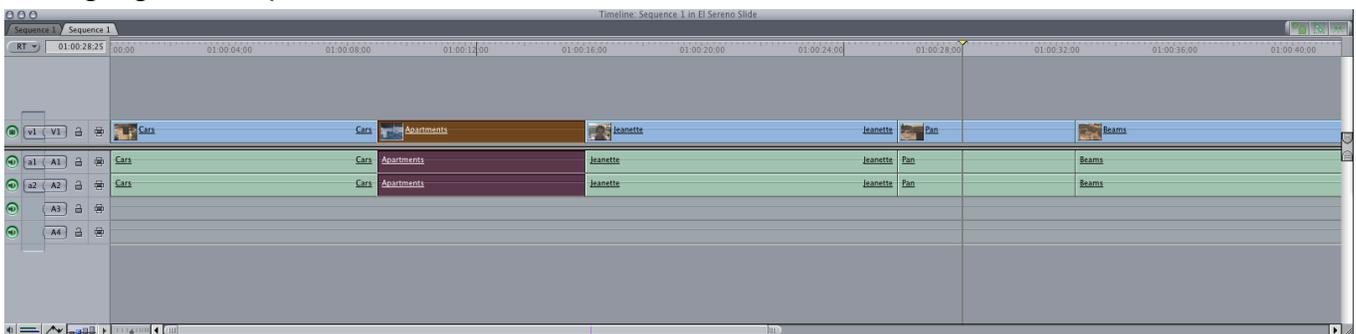
22.) Your timeline will now look like this:



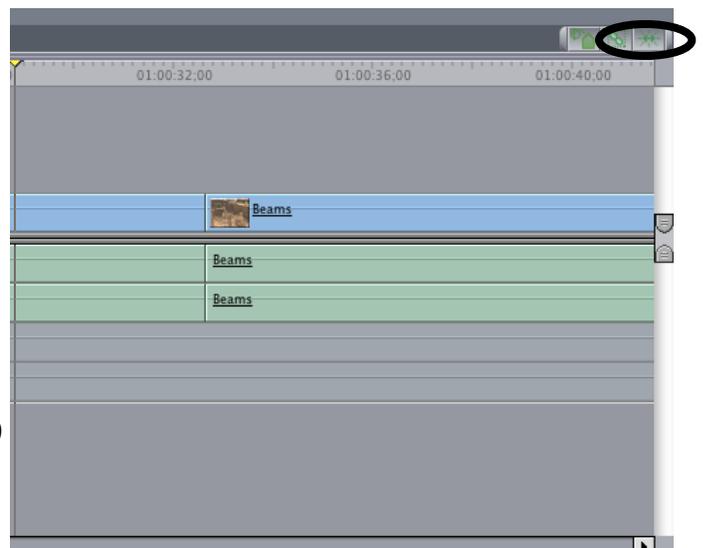
23.) View your timeline by dragging the playhead to the beginning of the timeline and hitting the spacebar then press “shift+z” to view the whole timeline in your timeline window.

## Rearranging Clips

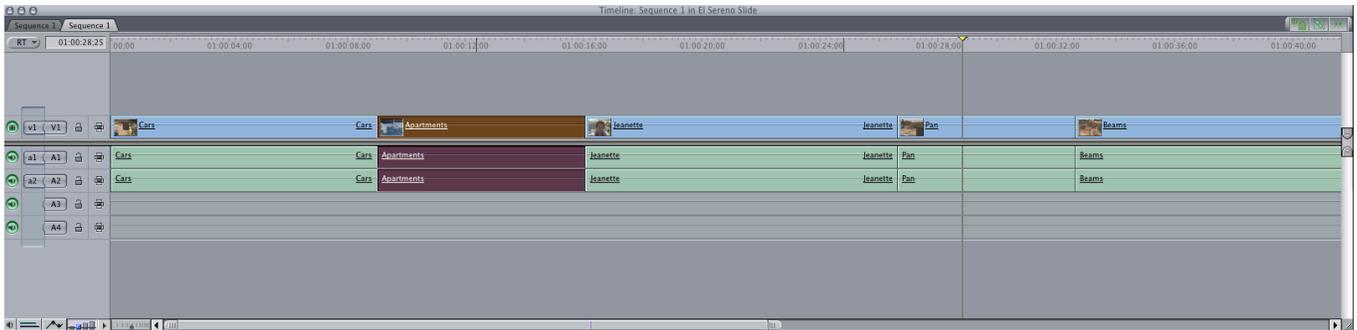
1.) Select the clip you wish to move by clicking on its title in the Timeline. This will highlight the clip.



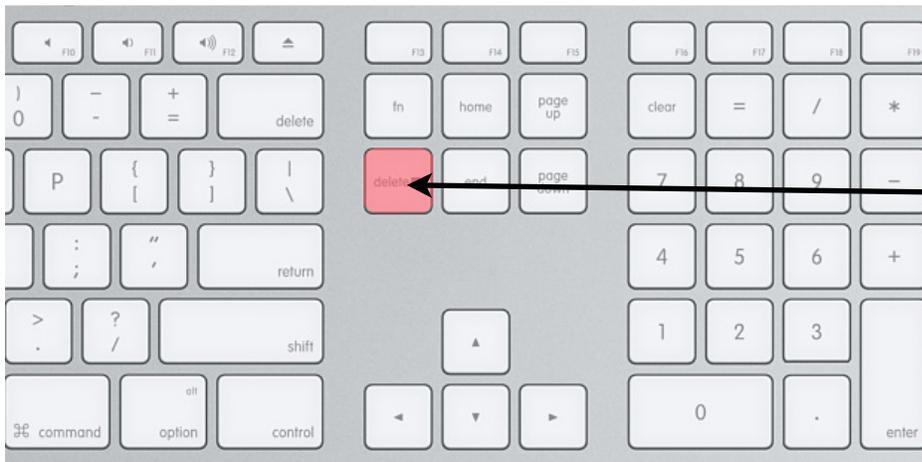
2.) Start dragging the clip and then hold down the “option” key. The clip will snap as long as “snap is turned on.” It is important to hold the “option” key AFTER you start dragging, not before.



## Deleting Clips



1.) Using the same method as in step one of “Rearranging Clips”, select a clip.



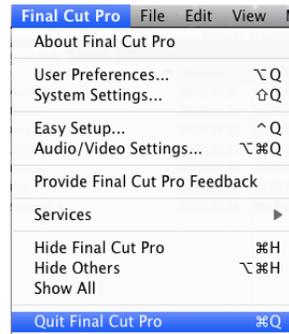
2.) Push the forward “delete” key.



## Saving Your Project, Reopening Your Project, Opening a New Project

1.) Select *File > Save All*

2.) Select *Final Cut Pro > Quit Final Cut Pro*.



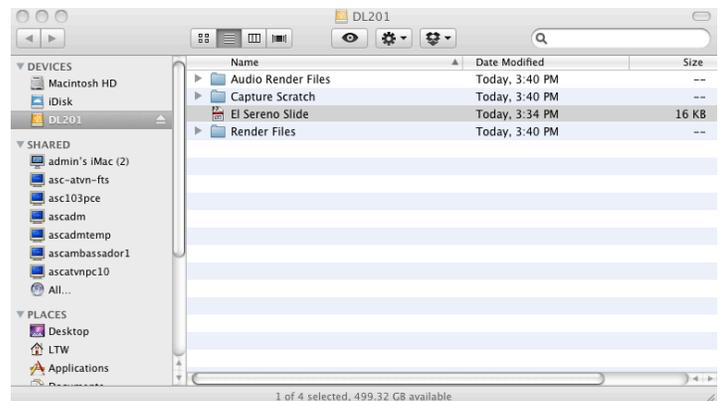
To Re-Open your project:

1.) Double-Click on your drive (DLxxx) on the desktop.



2.) Double-Click on your project.

**DON'T** forget to set your scratch disks at this point.



To open a new project:

1.) Double click on the Final Cut Pro icon, not your hard drive.

2.) If an old project opens up: press “command+n” to start a new project, then follow the steps for “Setting Up Your Project” above.