WHERE CAN I GET CONTENT?

You can use still images, OR video clips in Movie Maker. If these are not images you created yourself, you MUST provide academic citations for them (so gather what you need to provide these as you gather material.) You should try to use public domain images whenever possible. You will find a list of sites that might be useful in this regard at: [https://www.msu.edu/~devossda/360/misc.html](https://www.msu.edu/~devossda/360/misc.html). (Note you will still need to cite where the image came from, even if it's public domain.)

You need to be organized about the content you will use in your video. Establish a folder someplace, download your images into that, and then DON'T move it. (I'll explain why shortly.)

To get the still images you want to use into the program, you’ll need to import them into your collection. To do this, go to the **Menu Bar**, click **File**, then **Import into Collection**. (You can also do this in section 1 of the **Tasks Pane** (on the left side of the screen.) You’ll see the image turn up in the Contents Pane.

You import audio files (songs, sound effects, voice overs, etc.) the same way as you do still images.
To get video into the program, connect your camera to the computer, then click **File**, and finally **Capture Video**. (You may also accomplish this using section 1 of the Tasks Pane.) When you download your movie, Movie Maker will divide it into “clips” so they are shorter, and easier to work with.

Once you’ve imported things into your Movie Maker collection, you can start using them! Be sure, though, not to move that folder--or if you have to, put it back in the same location it was at when you imported the images. Otherwise, when you go back into your video to work, the program won’t be able to find the images/videos, and all you’ll see is this:

Don’t worry if this happens to you. Just right click on one of the x-ed out images, and tell the program where you’ve moved the folder.

**BUILDING YOUR MOVIE**

Drag the clip or image you want to work with from the contents pane into the storyboard.

You can put clips or images in a different order simply by dragging them around.
You can view your clips as part of a story board, or a timeline. Each view lets you do different things. You change between the two by clicking the “show timeline” button—it’s on top of the storyboard. To switch back, click on “show storyboard.”

**STORYBOARDS AND TIMELINES**

The **storyboard** lets you look at the order of the clips, and easily rearrange them. You need to be in this view to add transitions, titles, or effects to your clips.

The **timeline** shows more detail. Here, you see layers for titles, music, audio, transitions, AND video.

From the timeline, you can trim video clips, adjust how short or fast transitions between clips happen, and work with the audio track. You can use the timeline to see or change the timing of clips in your project. It will also let you “zoom in” to see details.

**CUTTING AND TRIMMING**

Movie Maker gives you two ways to change the length of your clips—Cutting and Trimming. Cutting makes two clips out of one. Trimming lets you adjust the start and stop point for the clip.

**To CUT:**

- Click on the clip in the timeline, and then click “play” under the video monitor.
- When the clip gets to where you’d like to make the cut, just click the “cut button”.

You can find lots more resources on our web page! If you find more, post them to our Resources page, or send them to dundee.lackey@uncp.edu.

(Screen stills from Microsoft.com, WindowsHelp.com and MightyCoach.com, and Dundee Lackey)
To TRIM:
From the timeline, just drag the ends of the clip to the point you want. (You can edit how long text stays on the screen, and how much of a sound file you play, in the same way.)

**ADDING EFFECTS**
Effects enable you to add special effects to your movie.

For example, you might want to make your movie look “old timey.” You could add one of the Film Age effects to a video clip, picture, or title to make the video for that clip look like an old-time movie.

To add an effect:
- On the storyboard/timeline, select the video clip, picture, or title to which you want to add the effect.
- Click Tools, and then click Effects.
- In the Contents pane, click the effect you want to add. You can click Play under the preview monitor to see a preview of what the effect looks like.
- Drag the effect you want to use onto the picture you want it on in your storyboard/timeline.

To change an effect:
- To get rid of an effect, click on the “effect cell” (the star in the corner of the picture) in the storyboard, and then press the DELETE key.
- You can use more than one effect on a single picture. If you add more than one, you can change the order in which they show up by using the **Move Up** or **Move Down** buttons.
- If you add the same effect more than once to a clip, the effect is applied as many times as you added it. For example, if you add the Speed Up, Double effect two times to the same video clip, the clip would play four times as fast as the original clip.

**TRANSITIONS**
A transition controls how your movie plays from one video clip or picture to the next. You can add a transition between any two items on your storyboard/timeline.

To add a transition:
- On the storyboard/timeline, click the second of the two video clips,
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(Screen stills from Microsoft.com, WindowsHelp.com and MightyCoach.com, and Dundee Lackey)
**To add a title or credit**
- If you know where you want the title or credit to appear in your movie, click that spot on the storyboard/timeline.
- Click Tools, and then click Titles and Credits.
- Click the link for where you want the text to be.
- In the Enter text for title box, type the text you want on the screen. After you type the text, the monitor displays the default animation and format for the title or credit you want to add.
- To change the title animation, click Change the title animation, and select a title animation from the list.
- To change the font and color for your title, click Change the text font and color, and then choose the font, font color, formatting, background color, transparency, font size, and position of the title to your liking.
- Click Add Title.

**To edit a title:**
- On the storyboard/timeline, click the title you want to edit.
- Click Edit, and then click Edit Title.
- Make the changes you want to make, and then click Add Title.

**To change how long the title plays:**
- To make sure that you are in timeline view, click the View menu, and then click Timeline.
- Select the title whose speed you want to change.
- Do one of the following:
  - To make it show up longer, drag the end trim handle toward the end of the timeline.
  - To make it go away more quickly, drag the end trim handle toward the beginning of the timeline.

**To remove a title:**
- On the storyboard/timeline, click the title that you want to remove from your movie.
- Click Edit, and then click Remove.

**USING FONTS**
Fonts can add a LOT to your video (but like anything else, they should be used purposefully, and you CAN use too many.) Some really amazing videos, though, are built entirely of font.

There are lots of places to get free fonts online. One of my favorites is [http://www.dafont.com/](http://www.dafont.com/). Downloading is easy: just find one you like, and click the download link. (Pay attention to where it downloads so you can use it.) Click on the zip file you’ve downloaded, and extract the content. Then you’ll drag and drop the files you’ve opened into your computer’s font collection.
You may find these more detailed instructions on installing fonts useful: [http://www.myfonts.com/support/help_install_win.html](http://www.myfonts.com/support/help_install_win.html).

**PUBLISHING YOUR MOVIE**

I’m SURE you’ve been saving your work as you go. (Right?) (Good!)

When you’re done, though, you’ll need to save your work in a different format. Those saves you did as you worked will open ONLY in Movie Maker. And if you open them in a computer that doesn’t also house the collection of images, all you’ll see is that collection (and storyboard, and timeline) full of red x’s.

When you’re finished and are ready to upload your movie, you’ll export a shareable version of it. In the “Finish Movie” section of the Tasks Pane, click on **Save to Computer**. You’ll be asked to make some choices about the file type you prefer.

1) Name the file something SHORT and appropriate, with NO SPACES IN THE NAME.
2) Next you’ll be asked to consider the file size you want. The largest size provides the highest quality graphics. Make the choice based on your web connection, as uploading that big file on dial up might be kind of slow. Generally I choose “best settings for playback on this computer.”
3) Click next. The program will now begin the export process. Depending on the size of your movie, this could take awhile.

Once your movie export is complete, you’ll upload it to YouTube. When you turn it in, you’ll just send me the link to your video on YouTube (and, of course, your final reflection.)