

WHAT IS VIDEO EDITING?

Video editing is the process of selecting (or selecting out) only the parts of your videos that you want, and making a new video. For example: You may have dozens of tapes you shot through the years, each with different subjects or special occasions. You could find the sections of your kids opening birthday presents, and make your video of just that: Twelve Years of Opening Presents (in three minutes). Or, you could make Twelve Years of Birthdays, including only blowing out the candles. It's much better than going through hours of tapes whenever you want to find something in particular. It brings everything together. *Don't worry, No tapes are harmed in this process; your originals are kept intact.*



TAPE	START TIME	END TIME	DESCRIPTION
1	10	11:30	SONG - 2nd
2	10	11:30	SONG - 2nd
3	10	11:30	SONG - 2nd
4	10	11:30	SONG - 2nd
5	10	11:30	SONG - 2nd
6	10	11:30	SONG - 2nd
7	10	11:30	SONG - 2nd
8	10	11:30	SONG - 2nd
9	10	11:30	SONG - 2nd
10	10	11:30	SONG - 2nd
11	10	11:30	SONG - 2nd
12	10	11:30	SONG - 2nd
13	10	11:30	SONG - 2nd
14	10	11:30	SONG - 2nd
15	10	11:30	SONG - 2nd



HOW TO PREPARE

You can save lots of time (and money) by preparing your videos before coming in to edit. The best thing you can do is to become familiar with your movies. If you know what's on them and where the important parts are, then you won't have to spend as much time looking for those sections during your editing session with us.

There are two main ways to edit: Editing to create what you want by selecting all the parts you need, or editing to remove the sections you do not want. If you're like most people, you have far more footage than you need. In this case, you may choose to select the shots you want from all your tapes. Sometimes, however, you might have a long tape that only needs small sections removed, or maybe a title added. We can accommodate either need.



MAKE YOUR LIST

- 1 Gather** all your media (tapes, discs and more).
- 2 Label** each tape clearly. View all your tapes one at a time. Take notes of the general subjects of each tape.
- 3 Write down** what is on each tape on separate paper.
 - A** Rewind your tapes to the beginning.
 - B** Turn on the player's time display so you can see it on-screen. (There is usually a "display" button on your remote).
 - C** "Zero" the counter on your camcorder or player. Your remote should have a "counter" button or "zero counter" button. If it doesn't, just eject the tape, and put it back in. The counter should go to zero. For some tapes such as Mini DV, actual timecode numbers are recorded with the tape. These numbers are linked to your video and cannot be zeroed.
 - D** Watch your tape in real time or by using fast forward and rewind to find what you want to keep or remove. Record the times. For example, if you want something that starts at 5:12 and ends at 8:43, write it down on paper or enter the information in a word processing document under the heading for that tape.
- 4 Repeat** the procedure under #3 for all your tapes or DVDs.
- 5 Select** what you will use and what you will discard after reviewing what you wrote down in the previous steps. Decide how you want to arrange your video clips: chronologically, by person, etc.
- 6 Make your edit list.** On another piece of paper or a new word processing page, record the order you will likely want your video sections placed on your new master video. This will be your edit list. Go through the notes you've made about all your tapes. Decide which video section will be first. Identify that "clip" by name or number on your paper. Record that number as #1 on your edit list. Repeat the steps until you've recorded the order of all your clips. You have now finished your "paper edit" or edit list.
- 7 Call Patchin Pictures** to schedule your edit session or to ask questions.

HOW EDITING WORKS

If you want most of the material on your tapes in the new master, we will "digitize" your tapes so the video is in our computer. This involves playing your tapes or other sources into our computer and "capturing" the images so we can edit them using editing software. When the digitizing is complete, you can sit with us and work with one of our expert technicians to remove the sections you do not want. You will have all the editing options available on our systems.

If you want to compile small sections from your tapes, you will sit with us from the beginning of the process. We will digitize the sections you need, and label them in the computer. Using your edit list, we will assemble your video with all the precision and options you choose. We will work with you to accomplish your goals. Here's what we'll do:

1. Digitize and label the footage in the computer.
2. Edit using computer editing software that allows for arranging your clips on a timeline.
3. Author your DVD to include the features you choose.
4. Burn a master DVD of your completed video.
5. Create packaging of your choosing.
6. Make additional copies as needed.

Throughout the entire process, we are here to handle all the technical details, assure that your video will be the highest quality we can make it, and provide creative suggestions to help you get the video you want. You may participate as much or as little as you like. We'll do the rest.

And, when your video is done, you can screen it in our special viewing room and even invite a few friends to watch it. We want to make this a fun experience for you. Editing your videos can be creative and exciting for us as well as you. We look forward to working with you on your editing project.