
Introduction to Final Cut Pro

Smith College Technology Training
Session 1 of 2

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Introduction to Final Cut Pro: Overview of Session 1

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 - Mark and edit clips
 - Add text
 - Apply transitions
 - Create a new project
 - Capture clips
 - Explore export options (Tape, Web, DVD)
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 - Viewer window
 - Timeline
 - Canvas
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 - Rename project elements
 - Find feature
 - Keyboard shortcuts
 - Window arrangements
4. Mark and Edit Clips
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 - Insert edit
 - Replace edit
 - Swap edit
 - Timeline editing – slip and roll tools
5. Add Text
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 - Preview a title
 - Edit a title
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 - Add a slug and bars and tone
6. Apply Transitions
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 - Change the default transition
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 - Create bins

Introduction to Final Cut Pro: Overview of Session 1

8. Capture Footage

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- Log clips
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- Batch capture log clips
- Capture now option

9. Export Options

- Connect camcorder to CPU
- Check Audio/Video Settings
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- Print to video
- Export for web
- Export for DVD

SESSION 1 ACTIVITIES

CREATE A NEW PROJECT

1.	Open FCP application	- Double-click the FCP icon in dock. Or click on HD, Applications, Final Cut Pro.
2.	Create a project	- File, New Project.
3.	Save Project As	- File, Save Project As.
4.	Set scratch disks in System Settings	- Open System Settings (Shift-q). - Click on the Scratch Disks tab. Capture audio and video to separate drives. - Set the path to the disk or drive to which you will be saving your media files. Click OK .
5.	Name the default sequence	- Click on Sequence 1 icon, then click on text field.
6.	Create bins	- Create bins for Audio, Clips, Images, Sequences (CMD-B).

CAPTURE FOOTAGE

7.	Connect camcorder to CPU	- Use a 4pin to 6 pin firewire cable. - Turn on your camcorder and put it in VCR mode. - Insert source videotape in your camcorder.
8.	Check Audio/Video Settings	- Open Audio/Video Settings and make sure that in the Summary tab and A/V devices tab, Video is set to Apple Firewire NTSC 720x480 and Audio is set to Firewire DV . Click Option-F12 to refresh A/V devices.
9.	Preview and Mark a Clip Set in and out points on the fly – Hit 'I' for In and F2 to log the clip.	- Open the Log and Capture Window (CMD-8). - Click the Capture Settings tab, and then the Scratch Disks button. Make sure you are saving your media to the correct disc or drive. - Click on the Clip Settings tab. Select Capture Aud+Vid and Stereo for Audio Format. - Click the play button in the transport controls. - Click the Mark In button to set an In point and click the Mark Out button to set an Out point. - Click the Play In to Out button to preview your selection.
10.	Log a clip	- Click the Logging tab in the Log and Capture Window. - Fill in the reel and description information. - Click on Log Clip button.

11.	Batch capture log clips	<ul style="list-style-type: none"> - Open up the QT tutorial entitled FCP-Capture Part 4 - Batch Capture Clips. Capture your clips. Follow the instructions to digitize your un-captured clips in the Browser. <div style="border: 1px solid black; background-color: yellow; padding: 5px; margin-top: 10px;"> <p>Batch capture will not work if there is a break in the tape's timecode.</p> </div>
12.	Capture now option	<ul style="list-style-type: none"> - To capture a clip without marking or logging, click the play button in the transport controls. - Click Capture Now to begin capture. - Click Esc on the keyboard to stop capture.

ORGANIZE PROJECT ELEMENTS

13.	Browser Window <div style="border: 1px solid black; background-color: yellow; padding: 5px; margin-top: 10px;"> <p>View clips as large icons and use the hand tool (HH) to scrub through the footage.</p> </div>	<p>The Browser window is where you organize all the project elements in your production.</p> <ul style="list-style-type: none"> - Activate window. - See Project tab. - Ctrl-click to see different viewing options – list or icons. - Extend the window to see additional clip information. - Ctrl-click to see new columns of information in the extension.
14.	Viewer Window	<p>The Viewer window is where you view or listen to clips and make editing decisions.</p> <ul style="list-style-type: none"> - Open Browser clips in the Viewer. - Duration of clip (timecode). - Scrubber, jog control, shuttle control. - Transport controls. - J-K-L keyboard shortcuts.
15.	Timeline Window	<p>The Timeline is where you build your program - trim, move, stack and adjust your clips.</p> <ul style="list-style-type: none"> - Drag and drop three clips from the Browser to the Timeline. - Review playhead operation. Home and End keys. - Sequence tab. - Video and audio tracks. - Ctrl-click to add tracks. Or Sequence > Insert Track. - Adjust track height. - Zoom control and zoom slider. Or Opt + or -. - J-K-L keyboard shortcuts. Scrub double-time by JJ or LL.

16.	Canvas Window	<p>The Canvas window is a visual representation of your edited project.</p> <ul style="list-style-type: none"> - Scrubber, jog control, shuttle control. - Transport buttons. - Sequence duration - Timecode location of Timeline playhead.
17.	Find Feature	<ul style="list-style-type: none"> - To find a media element in your project, click CMD-F. - Type in search words. - To find a clip in the timeline, activate the timeline window, click on CMD-F and type in search words.
18.	Keyboard Shortcuts	<p>Modifier keys are the Shift, Ctrl, Opt and CMD keys. Combined with numbers or letters, they perform many of the functions of Final Cut Pro.</p> <p>The most valuable CMD key combination is CMD – S. Save your work!</p> <div style="border: 1px solid black; background-color: yellow; padding: 5px; margin: 10px 0;"> <p>If your keyboard shortcuts are not working, go to System Preferences, and turn off Dock, Expose, and Dashboard (keyboard shortcuts).</p> </div>
19.	Window Arrangements	Click on Windows > Arrange > Standard (Ctrl-U).

MARK AND EDIT CLIPS

20.	Create a new sequence	CMD-N.
21.	Select track destination	Click V1 in the Timeline.
22.	Mark In and Out Points	<ul style="list-style-type: none"> - Open <i>camels in the distance</i> clip in the Viewer. - Scrub through clip. - Click Mark In button for In point. Click Mark Out button for out point. - Review marked clip by clicking Play In to Out button. - Activate Loop Play by clicking Ctrl-L.
23.	Overwrite edit	<p>An Overwrite edit places a clip over whatever in on a Timeline track.</p> <ul style="list-style-type: none"> - Position the Timeline playhead at the beginning of the sequence. Home key. - Drag the marked <i>camels in the distance</i> clip to the Overwrite Option in the Canvas Edit Overlay window. - Set In and Out points for:

		<ol style="list-style-type: none"> 1. <u>snake in sand</u> 2. <u>bug buried</u> 3. <u>scorpion</u> 4. <u>feathered ears</u> 5. <u>antelope deer</u> <p>- Make each clip 3 seconds long. Set In point, then type in 3. in the time duration box in Viewer.</p> <p>- Overwrite each marked clip #1-5 to your timeline using the Canvas Edit Overlay window.</p> <p>- Save your work! CMD-S.</p>
24.	Insert edit	<p>An Insert edit positions a clip between other clips currently on a Timeline track.</p> <p>- Set In and Out Points for <u>blue nose hawk</u> clip.</p> <p>- Position Timeline playhead after <u>snake in sand</u> clip.</p> <p>- Drag the marked clip to the Insert Option in the Canvas Edit Overlay window.</p> <p>- Set In and Out Points for <u>lizard eye</u> clip.</p> <p>- Position Timeline playhead after <u>hawk</u> clip.</p> <p>- Drag the marked clip to the Insert Option in the Canvas Edit Overlay window.</p>
25.	Replace edit	<p>A Replace edit replaces any clip in the Timeline with a new source clip from the Viewer.</p> <p>- Set In and Out Points for <u>orange lizard</u> clip.</p> <p>- Position Timeline playhead at the beginning of the <u>hawk</u> clip.</p> <p>- Drag the marked clip to the Replace Option in the Canvas Edit Overlay window.</p> <p>- Save your work! CMD-S.</p>
26.	Project Tasks	<ol style="list-style-type: none"> 1. Overwrite a 4 second clip of <u>small cat</u> after <u>antelope deer</u>. 2. Insert a 3 second clip of <u>digging mouse</u> between <u>antelope deer</u> and <u>small cat</u>. 3. Place the timeline playhead at the end of the <u>scorpion</u> clip. Overwrite the <u>camels in desert</u> clip. 4. Place the timeline playhead at the beginning of the sequence (Home) and overwrite the <u>intro narration</u> audio clip.

27.	Timeline editing - Swap edit	<p>The Swap edit allows you to change the position of clips in the timeline. Make sure the snapping feature is turned on in the Timeline (n) and the selection tool is active (a) in the tool palette.</p> <ul style="list-style-type: none"> - Click and hold the <u>scorpion</u> clip. Drag it to the beginning of the <u>bug buried</u> clip. - Don't release yet. Hold down Opt key. - Release mouse. - Release Opt key.
28.	Timeline editing – Slip Tool	<p>The Slip tool (s) adjusts both the In and Out points of a single clip.</p> <ul style="list-style-type: none"> - Select the slip tool from the tool palette. - Select the <u>lizard eye move</u> clip in the Timeline. - Click and hold down the mouse key and slip the clip.
29.	Timeline editing – Roll Tool	<p>The Roll tool r trims the Out point of one clip and the In point of the following clip simultaneously.</p> <ul style="list-style-type: none"> - Select the roll tool from the tool palette. - Select the edit point between the <u>camels in distance</u> and <u>snake in sand</u> clip. - Click and hold down the mouse key and roll the edit point.

ADD TEXT

30.	Create a title	<ul style="list-style-type: none"> - Position Timeline playhead over first clip. - Click on the generators button, go to Text, Text. - In the Viewer, click on the Controls tab. Type <i>Sahara</i>. - Click back on the Video tab. - Drag the text to the Superimpose option in the Canvas Edit Overlay.
31.	Preview a title	Opt-P to preview. CMD-R to render.
32.	Edit a title	<ul style="list-style-type: none"> - Double-click text clip in Timeline. In Viewer, click on the Controls tab. - Change font, font size, increase tracking and change color. - Save your work! CMD-S.
33.	Title Safe Area	<ul style="list-style-type: none"> - Click on View Pop-Up menu in Canvas. - Select Show Title Safe. - Outer green line is action safe area. Inner green line is title safe area.

34.	Add a slug & bars and tone	<ul style="list-style-type: none"> - Click on generators button. Select Bars and Tone NTSC. - Place the Timeline playhead at the beginning of the sequence (Home). - In the Viewer, type in a duration of 10. - Drag the bars and tone clip from the Viewer to the Insert button in the Canvas. - Click on the generators button. Select Slug. - Place the Timeline playhead at the end of the bars and tone clip. - In the Viewer, type in a duration of 10. - Drag the slug clip from the Viewer to the Insert button in the Canvas.
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APPLY TRANSITIONS

35.	Apply a transition	<ul style="list-style-type: none"> - Click on the edit point at the beginning of the Sahara text clip in the Timeline. - Click on the Effects tab in the Browser. - Click on Video Transitions, Dissolves, Cross Dissolve. - Drag the Cross Dissolve icon down to the edit point. Release the mouse. - Or select the edit point on the text clip, and click CMD-T.
36.	Change duration and alignment of transition	<ul style="list-style-type: none"> - Double-click the transition in the Timeline. This opens up the Transition Editor. - Change the duration from 1 second (1.) to 20 frames (.20). - See the three options for alignment (start, center, end).
37.	Change the default transition	<ul style="list-style-type: none"> - Click on the Effects tab in the Browser. - Highlight the transition you want to set as default. - Ctrl-click the transition icon and select Set Default Transition.

CREATE A NEW PROJECT

38.	Open FCP application	<ul style="list-style-type: none"> - Double-click the FCP icon in dock. Or click on HD, Applications, Final Cut Pro.
39.	Create a project	<ul style="list-style-type: none"> - File, New Project.
40.	Save Project As	<ul style="list-style-type: none"> - File, Save Project As.
41.	Set scratch disks in System Settings	<ul style="list-style-type: none"> - Open System Settings (Shift-q). - Click on the Scratch Disks tab. Set the path to the disk or drive to which you will be saving your media files. Click OK.

42.	Name the default sequence	- Click on Sequence 1 icon, then click on name.
43.	Create bins	- Create bins for Audio, Clips, Images, Sequences (CMD-B).

CAPTURE FOOTAGE

44.	Connect camcorder to CPU	<ul style="list-style-type: none"> - Use a 4pin to 6 pin firewire cable. - Turn on your camcorder. - Insert source videotape in your camcorder.
45.	Check Audio/Video Settings	- Open Audio/Video Settings (Opt-CMD-q) and make sure that in the Summary tab and A/V devices tab, Video is set to Apple Firewire NTSC 720x480 and Audio is set to Firewire DV .
46.	Preview and Mark a Clip	<ul style="list-style-type: none"> - Open the Log and Capture Window (CMD-8). - Click the Capture Settings tab, and then the Scratch Disks button. Make sure you are saving your media to the correct disc or drive. - Click on the Clip Settings tab. Select Capture Aud+Vid and Stereo for Audio Format. - Click the play button in the transport controls. - Click the Mark In button to set an In point and click the Mark Out button to set an Out point. - Click the Play In to Out button to preview your selection.
47.	Log a clip	<ul style="list-style-type: none"> - Click the Logging tab in the Log and Capture Window. - Fill in the reel and description information. - Click on Log Clip button.
48.	Batch capture log clips	- Open up the QT tutorial entitled FCP-Capture Part 4 - Batch Capture Clips . Capture your clips. Follow the instructions to digitize your uncaptured clips in the Browser.
49.	Capture now option	<ul style="list-style-type: none"> - To capture a clip without marking or logging, click the play button in the transport controls. - Click Capture Now to begin capture. - Click Esc on the keyboard to stop capture.

EXPORT OPTIONS

50.	Print to Tape	<ul style="list-style-type: none">- Connect camcorder to CPU.- Use a 4pin to 6 pin firewire cable.- Turn on your camcorder.- Insert writeable videotape in your camcorder.- Open Audio/Video Settings (Opt-CMD-q) and make sure that in the Summary tab and A/V devices tab, Video is set to Apple Firewire NTSC 720x480 and Audio is set to Firewire DV.- Click on File / Print to Video. Set 10 seconds of Leader and Trailer.- When a message appears on screen, telling you to begin recording, Click OK.- Press Rec on your recording device.
51.	Export for Web	<ul style="list-style-type: none">- Open up the sequence you want to export.- Go to File > Export > Using Quicktime Conversion.- Name the movie and choose desktop as the destination.- From the Format pop-menu, select MPEG-4.- Click Save.- Click on CMD-H to hide FCP and double-click the movie that you just created.
52.	Export for DVD	<ul style="list-style-type: none">- Open up the sequence you want to export.- Go to File > Export > Using Compressor.- In the Batch name field, enter a name.- Click the Preset drop-down menu and choose MPEG-2 60min High Quality Encode > All.- Click the Destination menu for the audio and choose Other.- Navigate to your drive and click Open.- Repeat last two steps for Video.- Click Submit to encode your video for DVD.

END OF SESSION ONE