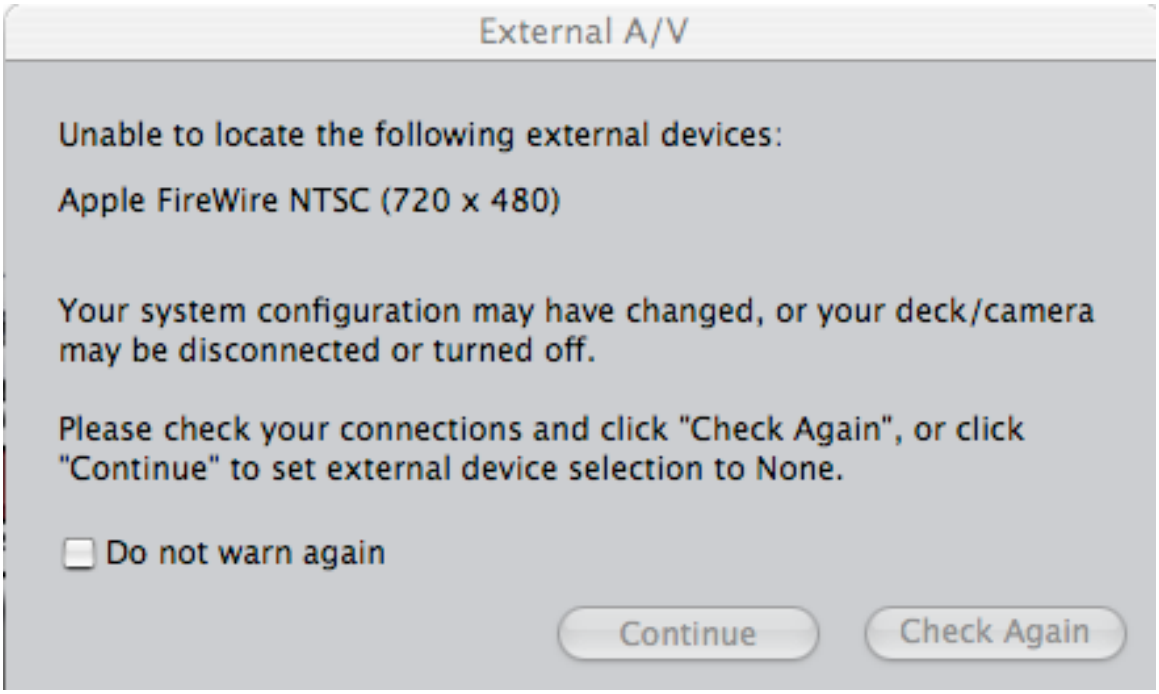
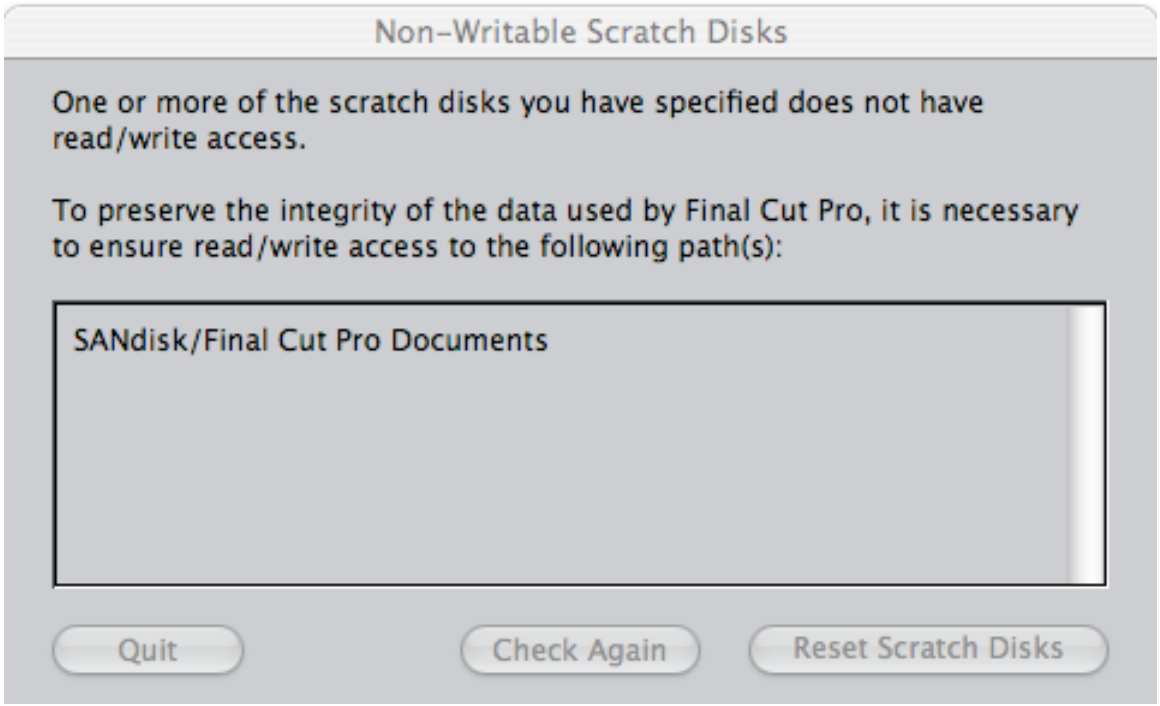
Final Cut Pro Basics

Video/Film Classes

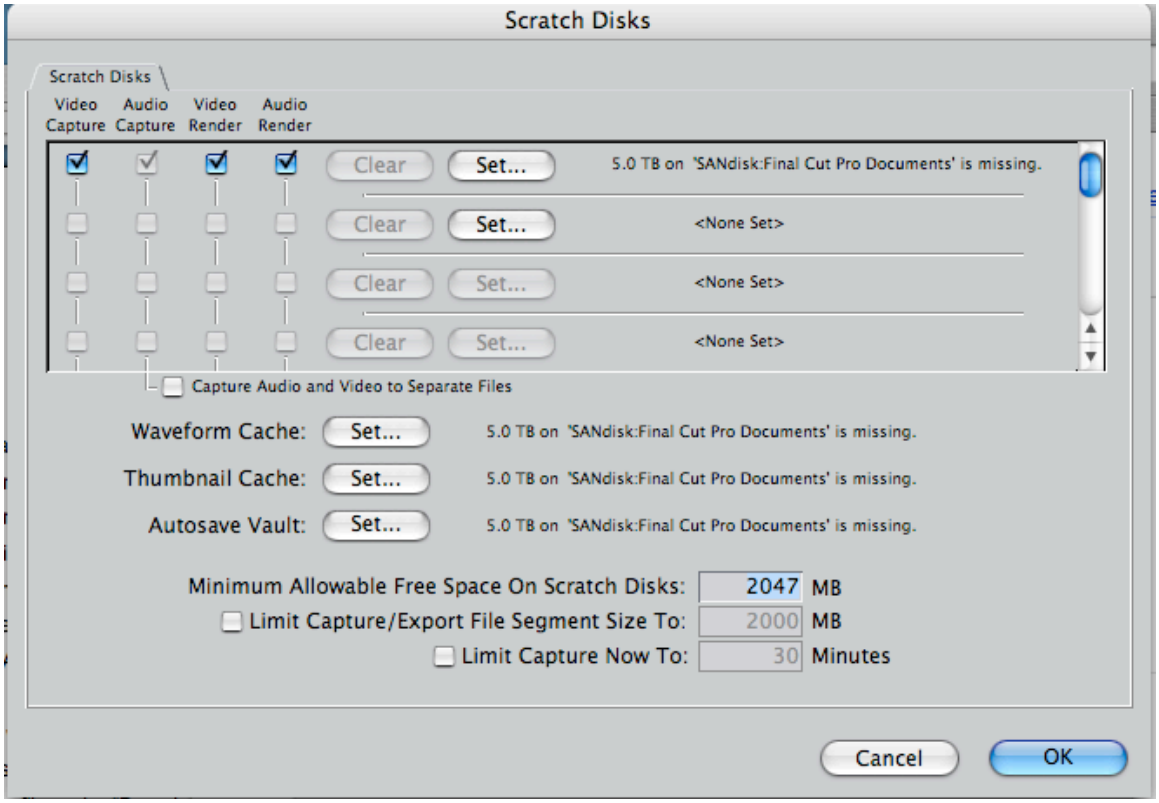
1. Turn on computer.
2. Insert SD card into computer
3. Click on “Final Cut Pro” @ bottom of the screen on the “dock”.
4. If this box pops up, it means that a camera isn’t connected, which is normally okay. Just hit continue.



5. **RESET SCRATCH DISKS**!!! – It is important that you reset your scratch disks EVERY time you open a file in Final Cut Pro. If you forget to do this, YOU WILL LOSE YOUR FOOTAGE. There are 2 ways to reset your scratch disks:
    1. **RESETING SCRATCH DISKS WHEN PROMPTED**.
        a. If this box pops up. Hit reset Scratch Disks.



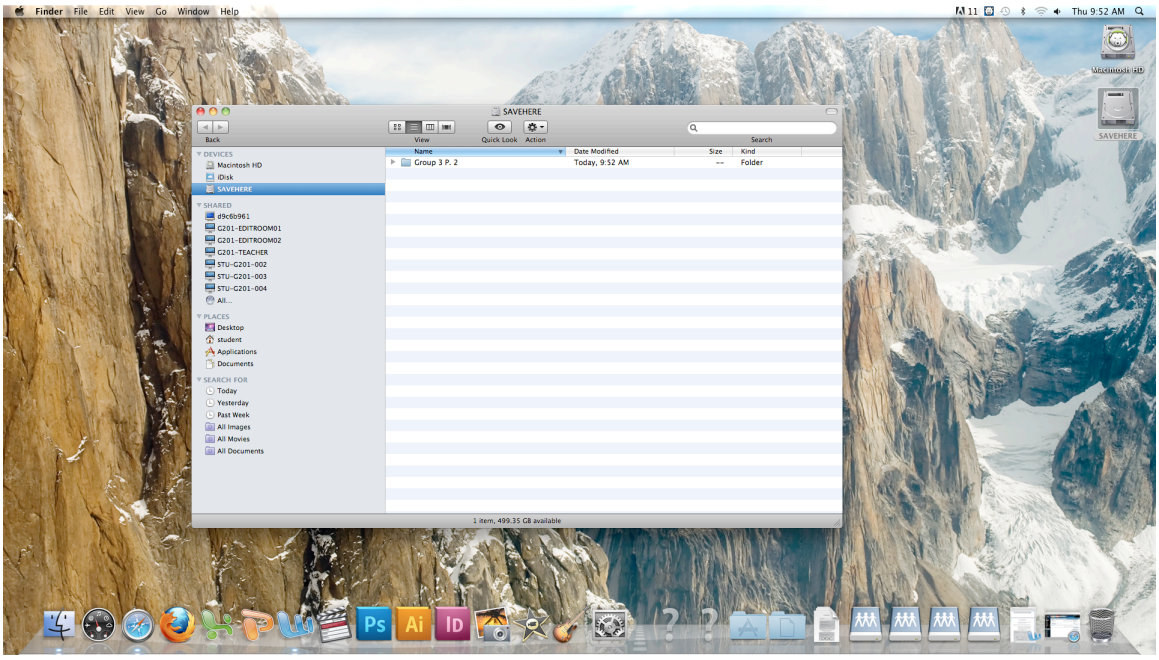
b. This screen will open.



c. Click on the "Set" button at the top of the box (on the same line as the 3 blue checkmarks. You will see this:

(if the box doesn't open like this, click on the blue arrow on the top right so it points down).

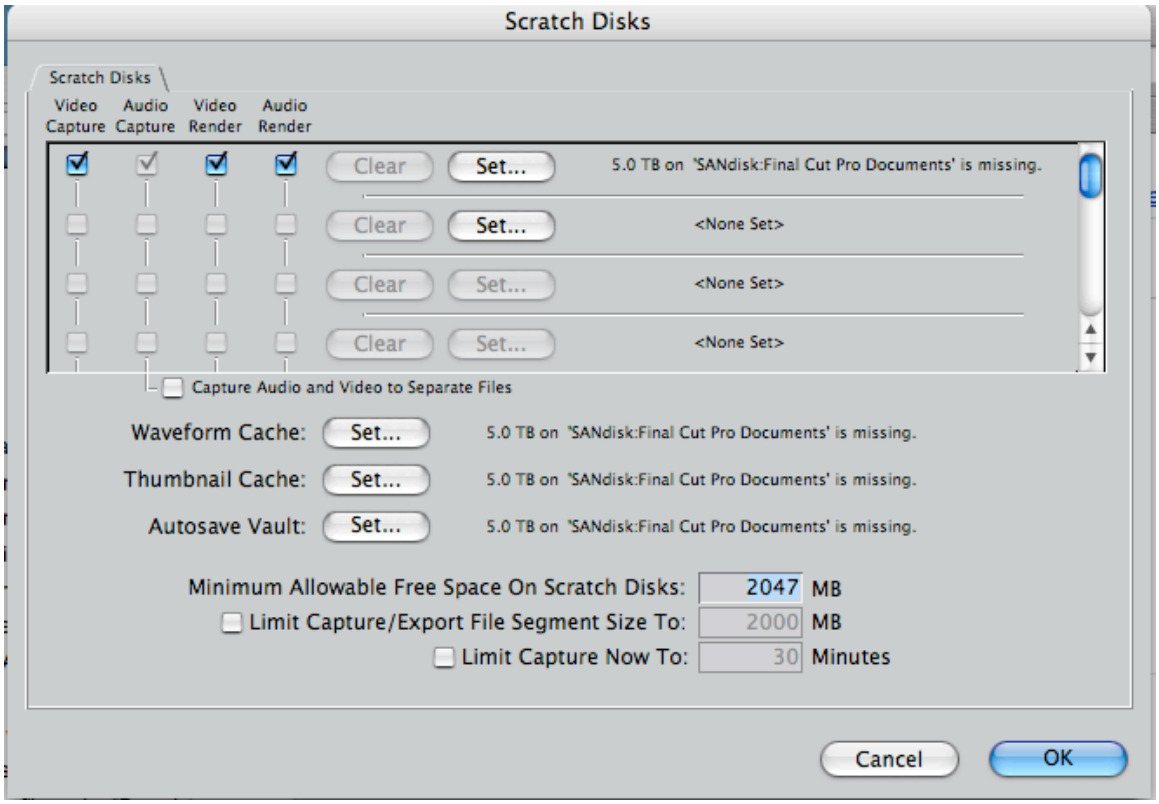
d. click on "SAVEHERE", then, create a new folder for your group (if you already have one open the folder). Create a new folder for the project you are working on and set your scratch disks to that folder. The SAVEHERE is the folder on your computer that doesn't get erased overnight with deepfreeze.



e. Repeat steps "C" and "D" for "Waveform Cache", "Thumbnail Cache", and "Autosave Vault."

f. When finished, select "OK"….if prompted, hit "Continue".

2. RESETING SCRATCH DISKS WHEN NOT PROMPTED – Sometimes Final Cut doesn't prompt you to reset your scratch disk, BUT YOU STILL HAVE TO DO IT. Here's how:
    a. With Final Cut Pro opened, click on "Final Cut Pro" in upper left of screen, then click on "System Settings"
    b. This screen will open.



    c. Repeat the steps C, D, E, & F from previous section.

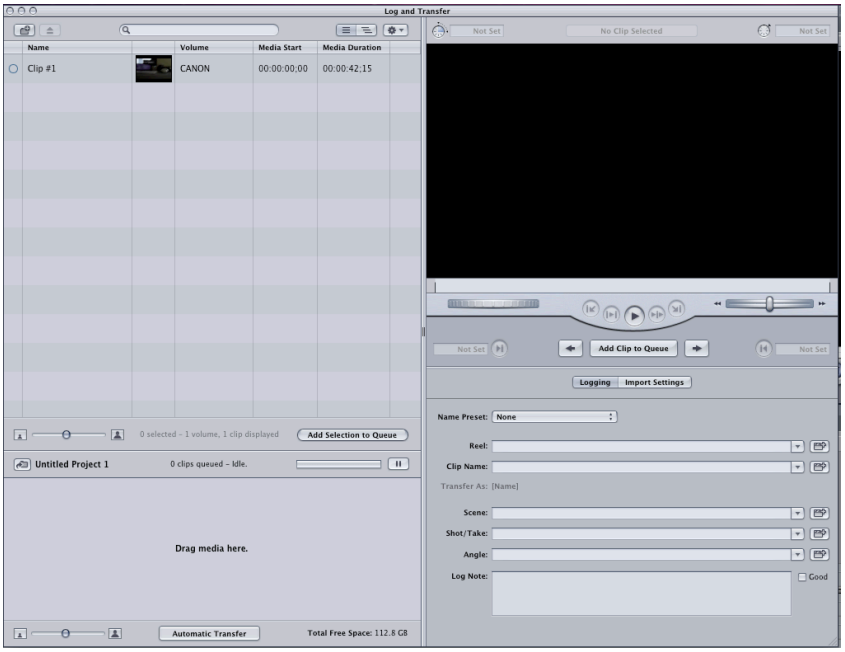
!!!!REMEMBER TO DO THIS EVERY TIME YOU OPEN A PROJECT!!!!

6. Click on timeline. Then, click file, "close project" (to close out previous projects).
7. Now click "File" "New Project"- to open a fresh project.
8. Again click "File" "save project as". Give project the project title, plus group and period number (Example: Commercial Group 2 p3). Make sure that you save the file into the same folder that you set your scratch disks to. Do this by following

the same steps as before. Then hit “Save”. In browser window, click on sequence – rename same as project title.

9. Take the SD card out of the Camera **gently** and **carefully** insert it into the right of the computer.

10. Go to File, select “Log and Transfer”.
11. Wait a moment and you should see your footage. If not, click the folder sign with a plus on the top left of the log and transfer window, select the Canon card and select the folder called “Private”.



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12. Select all of your clips by selecting one of them and then hitting “Command A” to select all. Enter the name of the project you are filming for in the “Reel” Section. INDIVIDUALLY rename each file or else Mr. Raines may delete your footage or you may not be able to find the footage in the future.
13. Make sure all of your clips are still selected then to import your footage click “add selection to queue”. This will begin the import process.
14. Click the little circle on the top left when the files have finished importing (this button is an X when the mouse is over it) of the log and transfer screen to close it.
15. Video clips should now be in your browser window.
16. **Click Apple Command “S” often during the project to make sure work is saved.**

! Complete this step and you are ready to move on.

17. Basic Final Cut Windows:

A. Browser B. Viewer C. Canvas

Final Cut Pro Basics

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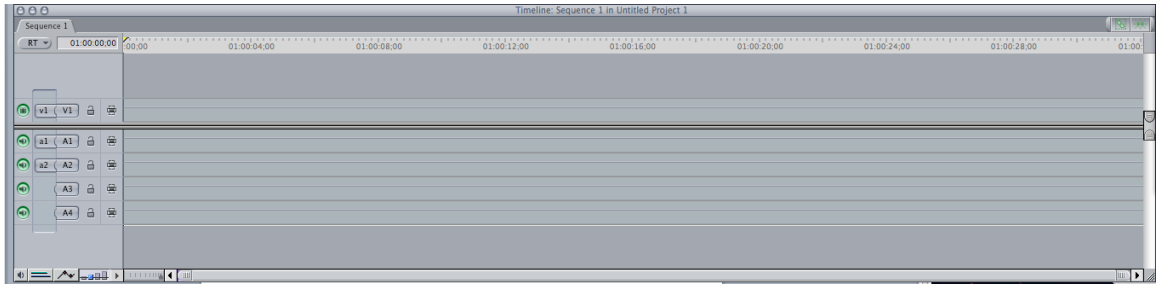
Browser – Bin where your raw video clips, music, graphics, and project Sequences are stored

Viewer – Window where you make edits and adjusts audio, graphics and effects

Canvas – View of edited video project



D. Timeline

Timeline – This is where you edit and create your finished project, including video, audio, graphics, transitions, etc.

18. Select a clip from browser window and drag into the viewer window. Use the "I" key to place in-points and the "O" key to place out-points. Drag each edited clip into timeline. If you want to drag all the clips into the timeline, select all of the clips (make sure you don't select your sequence) and then drag and drop all the highlighted clips Into the timeline. If it asks you to set sequence select "YES".
19. Use these keys to maneuver and manipulate files on the timeline:

Undo	Apple Command "Z"
Render	Apple Command "R"
Save Project	Apple Command "S"
Snap/unsnap	"N"
Copy	Apple Command "C"
Paste	Apple Command "V"
Blade Tool	"B"
Arrow Tool	"A"

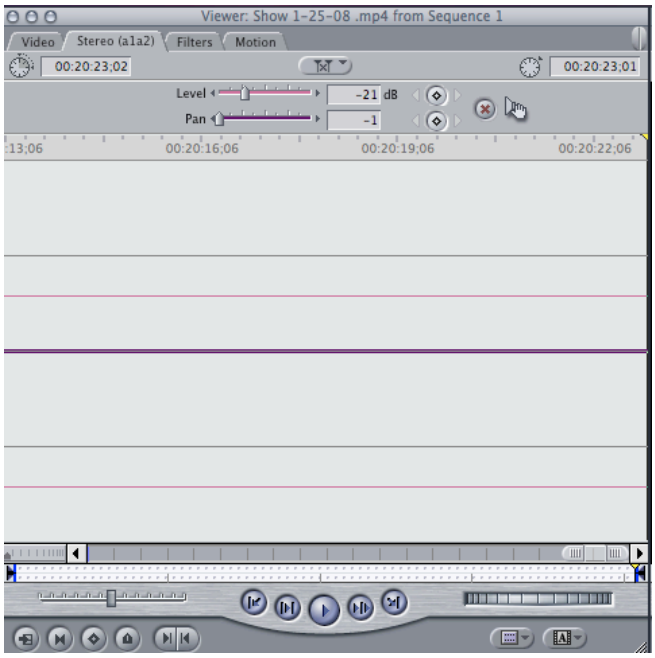
Backwards	"J"
Pause	"K"
Forward	"L"

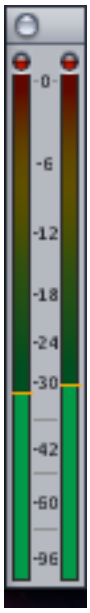
Arrow Keys or Mouse to advance/rewind video

Space bar start/stop playback

Delete key on main keyboard

20. Adjusting audio level – double click on the audio clip you want to adjust. Go to your viewer window (see below), grab the red bar, and raise and lower your audio level. You can watch your audio meter to the right of your timeline to have consistent levels throughout project. You can also use the pen tool to mark points in the audio level and make adjustments to sections of audio clips. Apple Option "T" can be used to cross fade audio.





21. Transitions

    A. Go to effects tab on browser window

    B. Click on arrow to left of "video transitions"

    C. Select type of transition

D. Drag transition onto the middle of two adjacent clips on the timeline – if you see red at the top of the timeline after adding a transition, you must render (Command "R").

22. Graphics (Simple Final Cut Pro titles)
    A. Select effects tab on browser window
    B. Click on arrow to the left of "video generators"
    C. Select "matt" if you want a color background
    D. Select the color – drag into timeline
    E. Double click on color in timeline
    F. Click control in viewer
    G. Click on color block – select color, click OK
    H. Select Text
    I. Drag text onto desired location on timeline
    J. Double click on text
    K. Select controls in viewer
    L. Type in desired text, chose font, style, alignment, color
    M. Click timelines to see how graphic looks
    N. Click Origin in control tab to maneuver text on screen
    O. Adjust length of graphic on timeline

23. When you are finished editing your project, make sure it is located at the beginning of the timeline, and delete any extra/unnecessary clips left on the end of the timeline. Play and watch the final project through the canvas window to check for any problems.
24. Export project to QuickTime file (If you would like to have a file that you can view outside of Final Cut Pro)
    A. File
    B. Export
    C. Quick Time movie
    D. Save As: same name as project

E. Where: Your group folder on the SAVEHERE drive

F. Make sure movie is labeled “self-contained”

G. Click save

25. Close Project

A. File

B. Save project (or Apple Command “S”)

C. Right click on project tab in window browser and select close tab

D. Select Final Cut Pro at top, click “Quit Final Cut Pro”

26. Reopen Project

A. Click on SAVEHERE on desktop

B. Select project from finder browse