Tech Training: Premiere Layout and Capturing

Premiere Layout
Project Settings
When starting a new project, one of the first windows you will see is Project Settings.

You only need to change three things in this window:

- Capture Format
    - *DV* - VHS, some DVD, or any media with a 4:3 ratio format
    - *HDV* - For media with a resolution of 720p or greater, or for media with an aspect ratio of 16:9 & 16:10
- File Location
    - Be sure to specify where you want the project to be stored
- File Name
- Click Okay
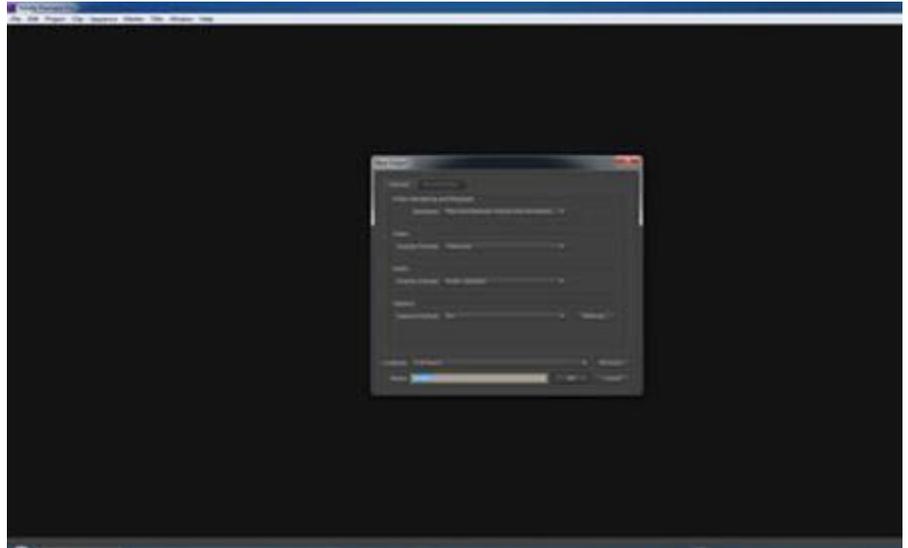
Sequence Settings
Next you need to select your sequence settings. Anything you put or edit on the timeline will use these settings.

> **NOTE: If you've picked the incorrect settings (aspect ratio), when you drag your media onto the timeline to edit, Premiere will ask if you want to keep or change the settings to match the media you are working with.**

Under DV or HDV there are two nearly identical settings, with the only difference being one number. This number represents the audio compression rate.

> **NOTE: The higher the number, the better the audio, but the larger the file.**

Choose a sequence name and click Okay.

Workspace Setup
You should now be at the main workspace of Premiere. There are four different windows contained here to help you adjust the project's video and audio.
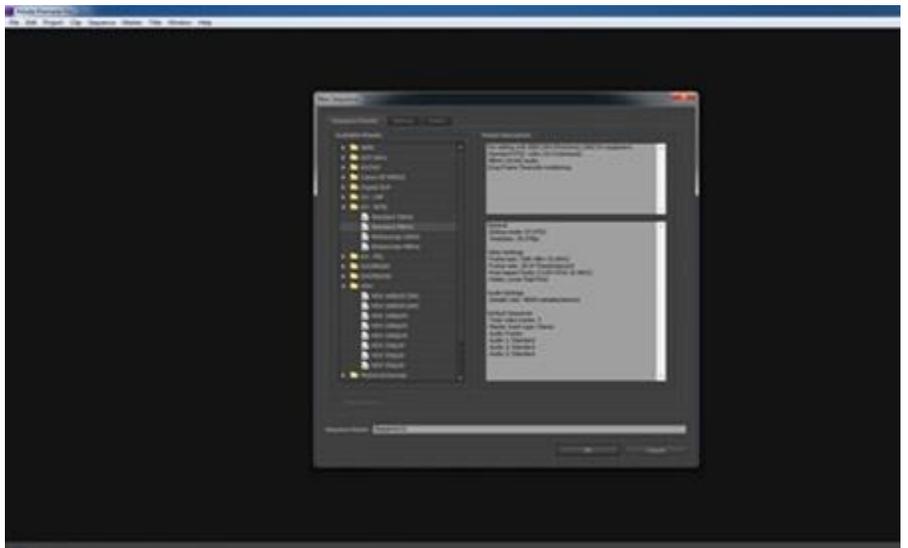
1. Settings & Audio Controls
   a. With your project in the timeline selected you will find options to adjust settings and effects here using the different tabs:
      i. Source
      ii. Effect Controls
      iii. Audio Mixer
      iv. Metadata
   NOTE: You can add more tracks if the default three tracks are not enough.
2. Preview Monitor
   a. This will show you a preview of what your final project will look like as you work through your timeline.
3. Project Assets, Library & Effects
   a. As you bring in media files and create timelines they will collect in this area so you can pull them into your timeline. There are many tabs here to help you get the media how you would like it to be:
      i. Project
      ii. Media Browser
      iii. Info
      iv. Effects
         1. Here, you will also find audio and video transitions & effects that you can drag onto your timeline to add to your project.
      v. Markers
      vi. History
4. Timeline
   a. This is your primary workspace for editing. You will bring your media to this area and manipulate it as needed.
   b. Editing tools can be found on the vertical bar between the workspace of the bottom two panels (3&4).

Capturing
Check Sound
It may sound weird to have to check the computer for speakers or a headset to be plugged in, but Adobe Premiere won't work without some kind of speaker attached to the computer.

This is why all lab computers should have at least a headset connected at all times and no headset should ever be removed.

Check VCR
One step that is often overlooked is making sure the VCR deck has the correct outputs selected.

1. Playback Option (VHS/DVD)
    a. Pick what option you intend to use on the VHS deck.
    b. If you are using an external DVD player or camera that is plugged into the VHS deck, select VHS and make sure that it's set to the correct input (spin the large grey wheel to change inputs... L-1, L-2, etc.)
2. Output Option
    a. While the deck can play a video with the playback setting selected, you will also need to click on DV or S-VHS on this option in order for the signal leaving the deck to work properly.
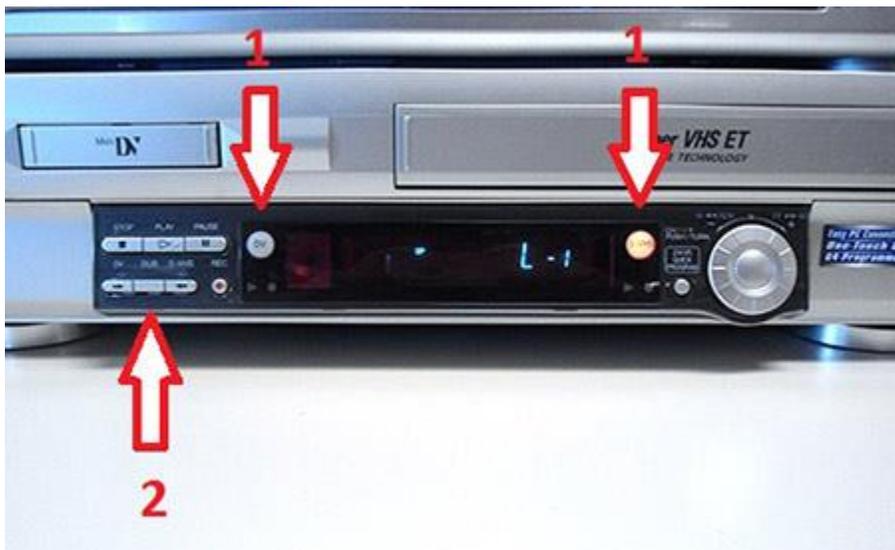
Check Canopus
The final component before the signal travels into the computer is the Canopus box.

You will need to make sure **Analog** is selected for the signal to work. If it is not on Analog, press the grey button until it is

Everything should be wired and functioning correctly. However, if you need to unplug something and connect another device it is okay just be sure to put things back as you found them for the next capture.

Capture the Video
1. Make sure you pick the correct project settings when creating a new project.
    a. HDV- High Definition Video
        i. digital video cameras
        ii. Blu-ray
    b. DV - Digital Video
        i. VHS
        ii. DVD
        iii. old film
    NOTE: Look for the settings found under NTSC 4x3 (square frame) or 16x9 (widescreen) depending on the media and the appropriate frame rate.
2. After you've opened Premiere, open the capture window.

a. File > Capture
OR
b. F5 (shortcut)

If the video doesn't appear in the capture window, check the steps found in the Troubleshooting area here.

The Capture Window
Using the capture window is pretty simple for basic use.

When you are ready to begin recording, click the red recording button, and when you are ready to stop recording click it again.

When finished, you will be prompted to name the file you just recorded.

When the video is finished capturing, add the video to the timeline and check both the front and back of the clip and remove any extra blank space, commercials, or anything un-needed.
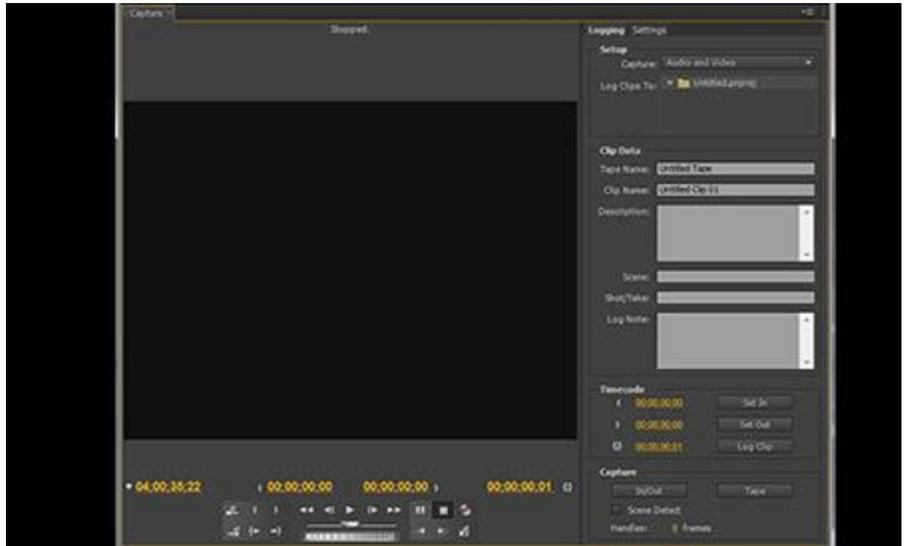
This especially helps if you have left it capturing and come back to find an hour or more of empty space after the show.

Copyright Protection
Once the video has started capturing, watch for a few moments to check for Copyright Protection.

Some signs that will indicate it does have protection are:
- Colors look strange or oversaturated
- Video goes from normal to fading out to black
- No clear picture is shown (static, lines, video not staying in place)

If protection is present, we do have the ability to bypass copyright protection.

> **NOTE: Bypassing copyright protection must ONLY be used for the converting and copying of media for Academic use (Videos for Bb or class)**