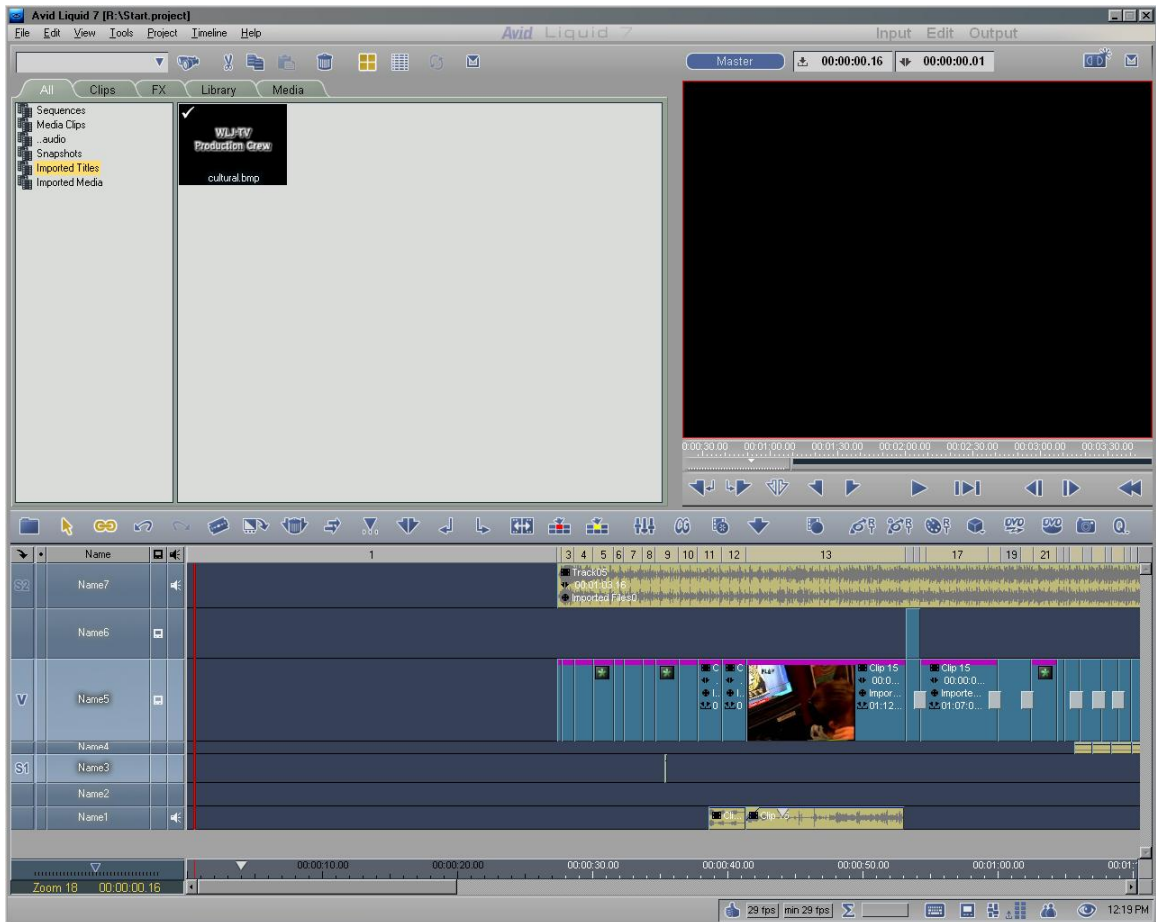


Avid Liquid Program

Easy-to-Follow
Directions
For Creating a Video



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Avid Liquid Program screen

► Turning on computer and starting up *Avid Liquid*

- Turn on monitor, using 'on' button at far right.
- To turn on CPU, first open door, then press large 'on' button until blue light appears adjacent to the on button.
- A blue screen, with 'CM900' listed under users should appear, left click on this button.
- On the desktop at the very bottom of the thumbnails of programs, '*Avid Liquid 7*' should appear.
- Double click this icon.
- **NOTE: ONLY OPEN AVID WITH THE DESKTOP, AVID LIQUID ICON!**

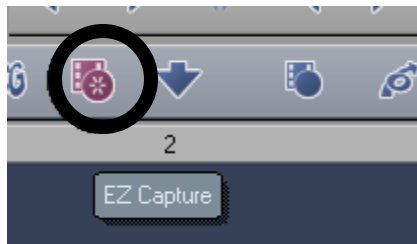
► **Importing video to *Avid Liquid***

- Place rewind tape into VHS adapter.
- Create a new sequence by clicking the new sequence button located on the upper right hand side:



The New Sequence button is located to the upper right hand side

- Place VHS adapter with tape into import VCR/DVD player.
- Using *Avid Liquid*, locate and click on EZ Capture:



The EZ Capture is one of the SMART BUTTON icons you can use

- Press the 'play' button on the VCR/DVD player.
- In the EZ Capture screen, click record:



The record button is available after pressing EZ Capture

- Watch the needed video clips, and upon ending, click the record button again to stop recording.
- End product should be found in one of the racks.
- **NOTE: Racks are on the upper left side of the screen. They are named Audio, Media Clips, Snapshots, etc.**

► Basic Keyboard Functions

The Avid Liquid keyboard can be used in multiple ways including a shortcut to different operations.



Avid Liquid Keyboard

- Up arrow zooms in, while the down arrow zooms out of the timeline.

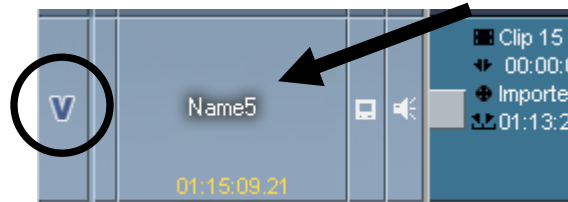


The Up and Down Arrows of Avid Liquid Keyboard

- The cutting tool is used to divide and separate clips on the timeline. Make sure the “V” is on the track line which your video clip is placed. (Shown in picture below as Name5)



The cutting tool of the Avid Liquid Keyboard



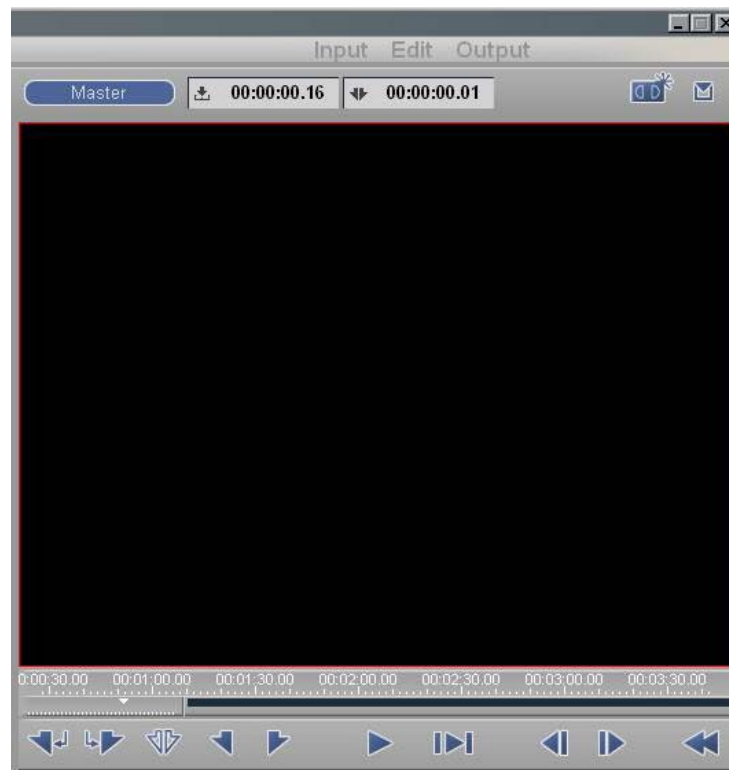
The V icon that needs to be on the track you want to edit

- The delete button is used to delete unwanted clips just by simply selecting the clip and pressing the delete button.



The delete button on the Avid Liquid Keyboard

► How to Export to VHS tape

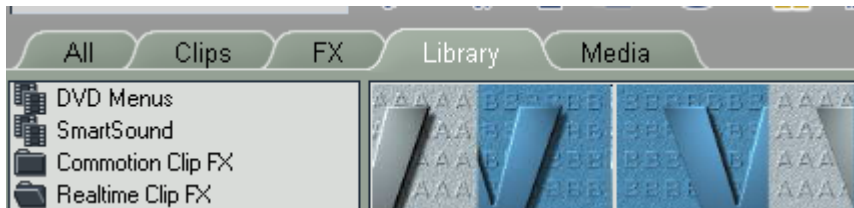


The screen on the upper right hand side of the program. Refer to "Starting Up Avid Liquid Program"

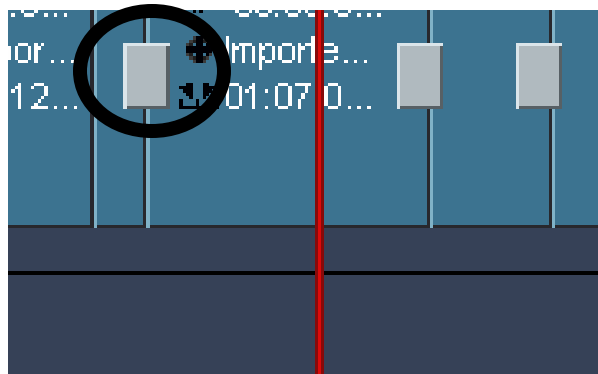
- Double click on the screen on the upper right hand side to enter full screen mode. (Make sure the marker is at the start of the timeline.)
- Put in the VHS tape into the export VCR/DVD player.
- Press spacebar on keyboard to play video.
- Now press record on the VCR/DVD player.
- When video has finished playing through, stop and eject tape and make sure your video has been recorded by watching it on a TV.

► Adding Transitions

- Locate the 'library' button:



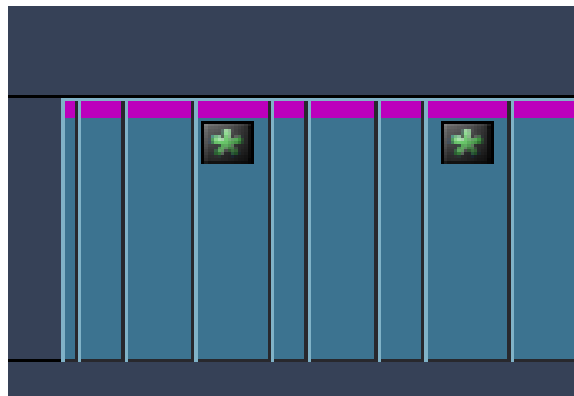
- Choose a transition effect.
- Drag and drop in between cut clips.
- If the transition is embedded correctly, a grey rectangle should appear in between selected clips.



The transition embedded onto a video clip

► Adding Effects

- Click on library
- Pick effects from one of the multiple folders. For example: '3D, 2D, Wipe'
- Drag and drop selected effect on to the clip.
- There should be a pink stripe on top of the clips that you have applied an effect to.



The effect embedded onto a video clip

This section prepared by Meghan O'Neill and Colin Clark.

How to capture videos using cables and DV camera:

- Rewind tape to just before clip that you want to import
- Hook up cables to the camera (in the front) and the computers top VCR player



(colors matched)



- Make sure VCR is on Line 1
- Click EZ Capture
- Click start recording on the computer
- Wait for a few seconds while the computer loads and then click play on the camera
- When you have recorded what you want hit stop recording and exit out of the EZ Capture

How to make a title:

- Click CG on the toolbar in the middle of your screen
- Create the slide that you want and then press F12
- To exit, select the X in the top right corner of your screen
- Your title will show up in "the bin" at the top of your screen

How to edit a title:

- After title is made, right click on the title box in the clip section at the top of the screen
- Select "Open with Title Deko"
- Make changes and then press F12
- To exit, click X at the top right corner of the screen

What if Liquid crashes and you restart it to find an empty timeline:

- If Liquid crashes or locks up, it creates an exit sequence that is empty. Just double click on the previous sequence and Liquid will restore your previous time line.

Because it always saves your work in the background, you will never lose any project information.

- You can also make a copy of any sequence to back it up. Just right click on it, select copy, and then paste it into any rack (folder) you wish.
- There is a trash can on the Liquid Desktop 7. If you open it you will find your deleted sequence. Select it, right click, and paste it back. You will be right back where you started! To see the trash can, click on the eyeball in the lower right of your Liquid taskbar, and choose the folders only view. That will reveal the trashcan underneath, usually in the upper left.
- Also, try this. From Liquid, click on the eyeball icon in the lower right portion of your Liquid taskbar. The middle choice shows only project folders, not a timeline. Select that. You should then see the Trash Can revealed on your desktop. Open that, finds your deleted sequence, right click and copy. Then return to your previous layout, right click, and paste it back into your project.

How to move audio and video at the same time:

- Select 6 point box with one point red on the center toolbar
- Move cursor to start of section that you want to move
- Click =>
- Press and hold shift to highlight clip
- For extra space at end of timeline so you can move stuff down the track, place the time liner to a new spot, hit mark out

How to insert a black clip:

- Go to File
- Click New
- Then click Color Clip
- Make the color black
- Click on the check
- The clip should show up in “the bin” at the top of your screen
- Drag onto video track
- Pull clip to desired time length

How to edit audio:

- Click the triple bar on the tool edit toolbar
- A blue line will appear in the audio section below your video clip
- To make a dot or still point click on the blue line.
- You can move the blue dots up and down to make the volume loud or quiet
- You can also make the audio fade in or out

How to insert the M2P logo on a blank title screen:

- Insert the M2P floppy disk into the drive
- Open Title Deko by clicking CG on the tool edit toolbar
- Once open, click file> insert picture>Floppy A drive> then select the logo
- The logo will show up on the title

- Pull corner to desired size

How to add transitions to your video

- Locate the 'library' button
- Choose your transition effect; double click on Classic Transitions> Presets OR double click on Realtime Transitions >Editors
- Drag and place transition between the selected points
- If the transition is placed correctly a gray rectangle should appear between the selected clips

How to import music

- Place CD into CD drive



- Minimize Avid Liquid
- Go to Start>All Programs> Digital Audio Copy>Digital Audio Copy for Win32
- Select desired track from CD list
- Right click on that track
- Click copy track
- Then click on change
- Find the "Base Output" path
- If that path is NOT your folder, click the folder icon
- You will be able to select your folder
- Click ok once your folder is selected
- Then click ok on the next two screens
- The track will begin to copy
- Once it is done copying, click close
- Reopen Avid Liquid
- Got to file>import>media>
- Select your folder from the dropdown menu
- Then click on the track and then click open
- The music track will show up in the bin at the top of the screen

How to take snapshots

- Stop the red line timer on the part you want to be made into a snapshot
- Click the camera button on the right side of the center toolbar
- A new clip will be made with that snapshot

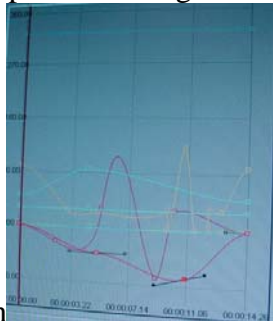
- Drag it down onto the timeline where you want it and stretch it to your liking

How to make your project into a video

- Make sure the red timer is at the beginning of the track on the video track
- Double click on monitor box and the screen will go totally black
- Press record on the outgoing video VCR
- Hit the space bar one time on the keyboard

How to do picture in picture

- Click on the first RT icon on the center toolbar of your screen
- Place to visual clips at the same time on two different sets
- A graph like image with multicolored lines will show up on your



screen (this is what it will appear as)

- Use the yellow line on the top left part of your screen to adjust size control
- What ever you have on the top of the other will shrink
- You can adjust size by clicking and making points in the yellow line, also works with fading
- You can move the picture in picture by moving the horizontal and vertical lines that will also appear on your top left side of the screen with the other lines.
- You will have to play around with it because you are in creative control.