



PREMIERE PRO

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Abstract

In this SOP, the basics of using Premiere Pro are documented in a series of tutorials. Premiere Pro is a powerful device when used for video editing, and though it may seem intimidating at first, it is quite easy to use once one is familiar with its layout.

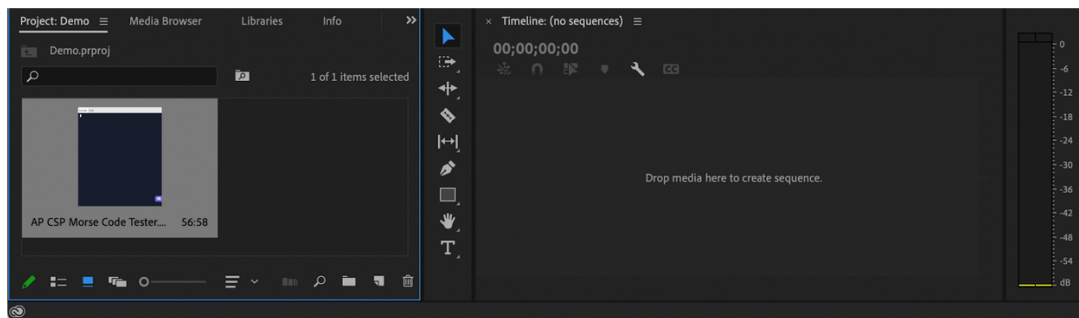


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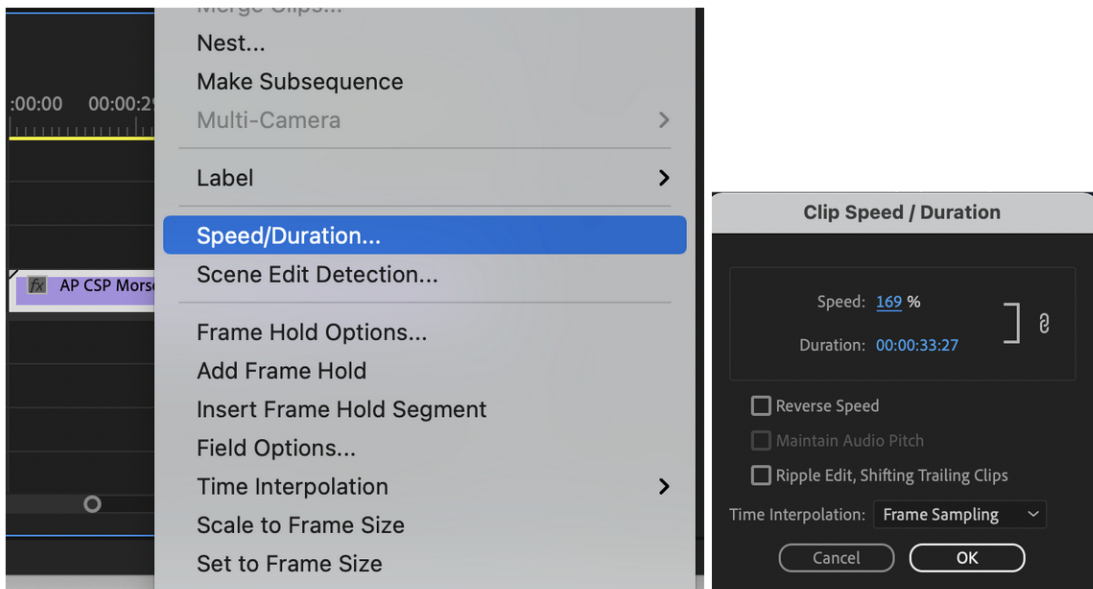
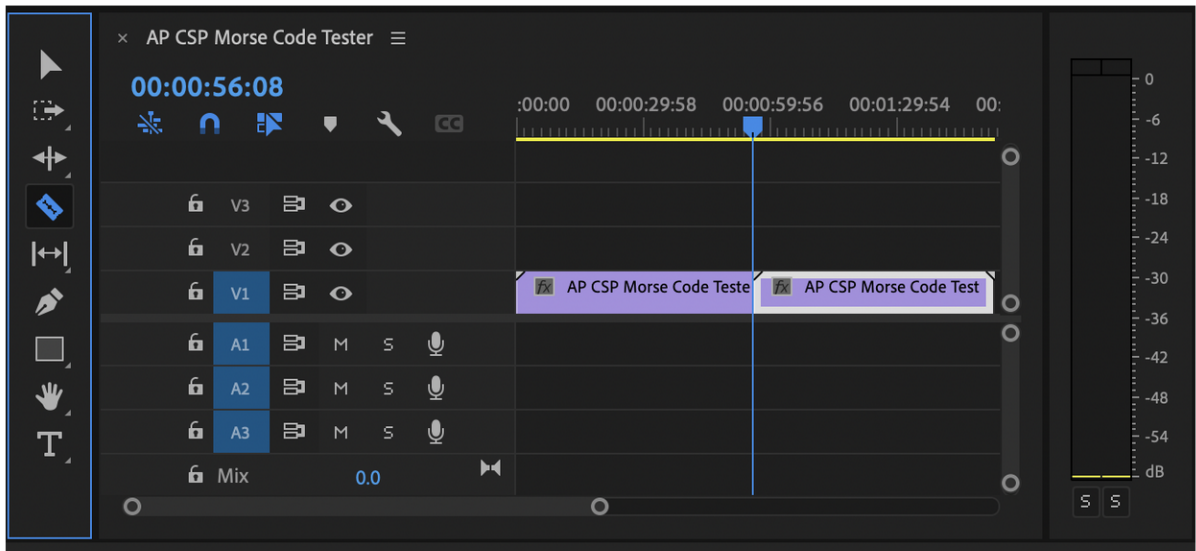
1 Importing Videos

- Start by creating a new file in Premiere Pro. You do not need to select starting media to create a new project.
- Import media into the window at the bottom left. This can be done by either dragging and dropping .mov, .mp4 or any other supported formats into the box, or by double clicking on the empty box and selecting files in the popup window.
- To add media to your video, drag and drop the media in question to the timeline, located directly to the right of the project media area. A screenshot is provided below.



2 Splitting, adjusting speed of and looping clips

- From your timeline, select the media you want to manipulate.
- If you want to split the media, choose the razor tool (fourth one down) from the sidebar located directly on the left of the timeline. Alternatively, you may press “c”. To revert back to the normal tool, select the selection tool (top icon) at the same sidebar.
- To manipulate the speed of the media, right click on its icon and choose the option “Speed/Duration”. This will give you a popup window from where you can adjust the speed of the clip. A higher percentage means a greater speed and consequently, less duration.
- To loop a clip, simply select the clip and copy it with Ctrl-C or your equivalent. Move the blue slider at the top of the timeline to the end of the clip and paste. Do this however many times you need.
- Screenshots are provided below.



3 Exporting

- When you are done editing, go to file at the top left corner of your Premiere Pro window and hover over the option “export”. Then, select “media”. Alternatively, you may press Ctrl (or any other equivalent) + M.
- Be sure to export as a media file. When you reach the screen, also make sure that the range selected is “whole range” and both audio and video are selected to be exported.
- Name your exported file. When you are ready to export, click the export button at the bottom right.
- The file should appear in the location where you indicated you wished it would be exported.

