

Adobe Premiere Elements 3.0

Step By Step

Workshop Resources

Any source files will work with this workshop. I built it using some footage from Hawaii. I also used some stills from Hawaii.

In addition, there is one Illustrator file, new man in airplane2.ai and one wav file, Chronicles.wav.

The clips that I used to build this are currently located at G:\Hawaii Clips for Elements Wkshop.

Step by Step

Let's begin the workshop by spending a little bit of time becoming familiar with the Premiere Elements workspaces. There are two primary workspaces, the Edit Workspace and the Create DVD workspace, that you will be using in the program and each of them has tools and windows that you need to be familiar with. You access the workspaces with the tabs at the top left of the screen.

Getting Started Window

Whenever you start PE, the Open Screen appears. From the open screen you can choose to start a new project, open an existing one, or go right to a capture screen. For the workshop, let's start a new project.

1. Click the New Project button
2. In the Name box type the name of the video that you are going to create. Type something in the box.
3. Click on the Browse button on the Save In line. Click on Desktop and then click on the Make New Folder button at the bottom of the dialogue box
4. Name the new folder "Premiere Practice" and click OK and OK.

Quick Workflow Overview

The workflow for creating a movie is...

1. Import Assets
2. Drag assets to sceneline
3. Trim assets as needed
4. Add transitions
5. Add effects
6. Create standalone movie

Create a quick video in the Sceneline using a couple of videos, a still or two and maybe an audio file. Add transitions between the clips and may an effect on one of them. Show them the steps for exporting.

The Interface

The Premiere Elements interface is made up of two big sections, the Edit Movie Workspace and the Create DVD workspace. Let's take a look at each one in depth.

The Edit Workspace

1. To access the Edit workspace click on the Edit Movie button at the top left of the screen.
2. The workspace is divided into 4 panels. In this workspace, the work is done in the panels.
 - a. **The Media Panel** – This is the panel that you will use to manage all the media that will be used in your video project, including stills, video clips, and audio files. Notice the 4 buttons on the left side of the panel. Each one opens a different section of the media panel.
 - i. The Film Reel button opens the available media window. This is the window that you will use to manage the media that you have added to the project, files that you have imported from any source for your video. Notice the four buttons across the top of the AM (available media) window. These are filter buttons. If you have added video, audio and stills to your MP (media panel), clicking one of these buttons will filter out all the rest, making it easier to find a particular file. I found this a very useful tool when I was learning the program. You will often have many files in your MP and this feature makes it really easy to find what you are looking for.
 - ii. The second button, the camera icon, is the Get Media From button and it opens a window that you can use to get media (stills, videos, and audio files) into your MP, making it available for use in your movie. There are 5 options in this window.
 1. The first one lets you get media from several different types of devices. Clicking on it opens a media downloader. From here you can grab stills off of a digital camera, mobile phone, a card reader and other sources. This is the selection that you would use if you had stills on a camera that you wanted to use in a video.
 2. The second option is the one that you use to “capture” video from a digital video camera. When you click on it the capture window is opened. If you have a digital camera that connects to your computer via firewire (or USB2?), you can actually use this window to control the camera. Notice the controls at the bottom of the window. You can capture

an entire tape or you can capture pieces of it. You connect the camera to the computer and set the camera to playback mode. Using the controls in this window you can cue up the tape and click on the Get Video button to start the capture. The Stop Capture (Get Video changes to Stop Capture?) when you are finished. Any video you capture using this method will be added to the AM window in the MP. (If you demonstrate this feature with an actual camera, the left side buttons are Previous and Next scene buttons. Scenes are determined by when you stop and then restart recording. Also mention the shuttle bar at the bottom of the controls and talk about naming the clips.)

3. Notice the More button in the upper right corner of the Capture window. Click on it and notice the options. You can capture only audio, only video or both (the default) and you can capture directly to the timeline (which we will talk about in just a minute). This will add clips to the timeline and the AM window at the same time.
4. Click on the Stop Motion button at the top of the Capture window. Using this screen you can create a stop motion video from a full motion video. With a tape in the camera, you click on the play button. The video begins palying. When you want to capture a frame for your time-lapse video, simply click on Grab Frame. A still image (one frame) is added to the available media window. You can also click on the check box that says "time lapse" (left side of window), then click on "set time" and set frequency (every xx seconds) and then set a duration for the capture (we'll call it YY). Now click play and then click "start timelapse." Every xx seconds, a YY long piece of video will be captured. When you are done, click Stop Time lapse and pause the video. To preview your time lapse, check the Preview checkbox and click Play. When you are finished, click the X button to close the capture window. You will be prompted to save the captured images as a movie file. If you click yes and select a save location, you will be saving a video created from your captured images and/or video. If you say No, you will have to assemble the video from the resources in the media panel.
5. There is an option to get media from Photoshop Elements. This is Adobe's consumer level photo editing tool and it is an outstanding application, especially when you consider the cost. These two applications play together very well. If you plan on doing very much photo editing, this is well

worth the cost. Plus you have the added bonus of Premiere Elements integration.

6. The option for getting media from files and folder is the one that you will probably use the most. It is a way to take a picture, audio file, or video clip that exists on your computer and add it to the AM window. You can also click Ctrl → I to import clips into the AM window. That is my preferred method.
 - iii. The next button down is the Effects and Transitions button. Clicking on this button opens a window from which you can apply transitions between clips and effect such as Gaussian blur or Blue Screen or many others. We will experiment with a few of these during the workshop today.
 - iv. The fourth and final button is the Templates button. This window gives you access to a whole host of templates to use in your titles. We will experiment around with these a bit as we move through the workshop.
- b. **The Monitor Panel** – The primary purpose of the monitor window is to “monitor” your work as you progress through the steps involved in creating a masterpiece. It will play whatever is in you’re My Project panel, which we will discuss shortly. Notice the controls in the window for playing the movie. There is also a button used to Split a clip. We will use that button during our project so be aware that it is there. At the top of the monitor there are three buttons.
 - i. The Add Text button allows you to add titles to your video. We will get much practice with that button during the workshop.
 - ii. The camera button allows you to capture an individual frame in a video clip and convert it to a still image. This is very useful and I will show you how to do that latter.
 - iii. The third button allows you to play your video in full screen mode.
 - iv. Click on the More button (top right of the Monitor Panel). Click on Safe Margins. (Talk about what these are for.)
- c. **The Properties Panel** – In this panel you can control all manner of properties related to video clips, audio clips, and stills in your movie. The real power of the program is in this window and we will use it frequently during the workshop.
- d. **The My Project Panel** – The My Project panel is where most of the action takes place. This is where you will actually assemble all the individual elements of your video into a coherent whole, a video masterpiece. This is where all the parts become a whole movie. It is divided into two separate windows, the Sceneline and the Timeline. They both accomplish the same thing and it is just a matter of personal

preference which one you decide to use. My preference is the timeline so we will work mostly in that window today but I will show you how to use the sceneline.

The DVD Workspace

Click on the Create DVD button at the top the program and you will see four panels, the Media panel, a DVD Layout panel, a Properties panel, and a My Project panel. We will explore the features of this workspace when we are ready to create a DVD a little later in the workshop.

Importing Media

After you have gathered some media files (video, still, audio) the first step in creating a movie is to make you media files available to use in the project. So let's add some media to our AM window.

1. Click on the Get Media From button in the Media panel (the camera icon) and select Files and Folders
2. Navigate to the location that you copied the source files to.
3. Select all the files in the folder, including the folder with the stills
4. Click the Open button. This will add the files to the AM window and make them accessible for this movie. Please note that the files are not actually embedded in the project. These entries in the AM window are only pointers. If you move or delete the files (in Windows Explorer) these pointers will no longer work.

Using the Sceneline

So now we have collected and imported all the media pieces that we will need for our movie and we are ready to start assembling them. Be sure that you are in the Edit Movie Workspace and that the Sceneline is open in the My Project panel.

1. You always want to start your video with what PE calls "Black Video," which is just a few seconds (5 typically) of nothing. PE has a real easy way to do that. In the upper right hand corner of the AM window you will see a New Item icon (paper with light bulb). Click on it and select Black Video. When you do, you will notice three things.
 - a. You have a new scene in the sceneline with the black video. It is 5 seconds long by default.
 - b. You have a new entry in your AM window
 - c. The Black Video entry in the AM window has a green checkmark next to it. That indicates that it is in use in the sceneline (or timeline if you are in that view).
2. Add any piece of video to the sceneline. It doesn't matter which one you choose.
3. In the Monitor panel, click on the icon that will take you back to the beginning of the movie and then click the play button to play your movie.

4. Add another clip, this time use the dole plantation clip.
5. Expand the Media panel enough to be able to see the duration column. Notice that the duration of the clip is pretty long. We don't need or want that much of this clip in our movie, especially right here at the beginning so we need to remove some of the frames. There are two ways to do that while using the sceneline window.
6. In the Monitor panel above the playback tools notice that there is a mini-timeline. Right above the mini-timeline is a zoom bar. Grabbing on the handles on the zoom bar will allow you to zoom in and out on the mini-timeline.
7. Click on the Black Video scene and watch what happens in the Monitor panel. The mini-timeline moves to the scene you clicked on and it zooms in to show the entire scene. Click on the other scene and watch that happens in the mini-timeline.
8. Notice that there are some icons at the beginning and end of the clip in the mini-timeline. These are called the In Point handle and the Out Point handle. (Explain what In Point and Out Point mean.)
9. I can click and drag those handles to change the In Point and Out Point. Let's do that now.
 - a. Grab the in point handle and drag it to a different place in the video. You may find that it is easier to drag the handle to an exact location if you zoom in a bit. It will move in smaller increments if you zoom in.
 - b. Change the out point next. You choose the out point.
 - c. You have now adjusted the in and out points of this clip in this location in your movie. This is called trimming a clip
 - d. Delete the scene from the sceneline.
10. There is a second method that I like better because I think it is easier to find the exact place in the clip that you want to set in and out point.
 - a. Double click on the dole plantation in the AM window. This will open the clip in a preview window. Notice the in point and out point handles in the mini-timeline in this window. Also find the current timeline marker.
 - b. Click and hold on the current timeline marker and drag it across the mini-timeline. This is called scrubbing the timeline. Position the current timeline marker the point in time that you would like this clip to start. You can get it close by dragging it and then you can use the Next Frame and Previous Frame buttons to get it exactly where you want it. (The current timeline indicator will move in increments of no less than 2 frames.)
 - c. Now click the Set In button in the preview window.
 - d. Now position the current timeline marker at the point that you want this clip to end and click the Set Out button.
 - e. Click and hold on the video in the preview window and drag it to the sceneline. You have added the edited (in and out point) clip to the movie.

11. Add another clip and adjust the in and out point.
12. Adding a still is no different than adding a video. Click and hold on any still and drag it to the sceneline. By default it will be 5 seconds long. You can use the In or Out Point handle to make shorter or longer. Try that. Make it 4 seconds and 7 frames long.
 - a. Grab the out point handle and move it slowly to the left. In the lower left hand corner of the window you will see some time code reducing as you move the handle to the left. This piece of time code indicates the length of the current clip.
 - b. Move the out point handle until the length time code reads 4:07 and then release it.
13. Add another still to the sceneline and play the movie from the beginning.
14. You will notice that there is audio connected to some of the video that we are using. We don't really want the audio so let's see if we can eliminate it.
 - a. Click on the second scene and take a look at the properties panel. Notice there is a Volume line in the properties panel.
 - b. Click and hold on the volume indicator (the 0.0) and drag it as far to the left as it will go. As you drag it to the left you are decreasing the volume. If you drag it to the right you are increasing the volume.
 - c. Do the same for the third scene.
 - d. Now we have eliminated the audio from the video. When we start working in the timeline I will show you a different way to do this, but this will work.
15. Put the audio file (chronicle.wav) in the sound track line in the sceneline starting at the same time the first scene starts.
16. Play the video now.
17. Notice that when you change from one scene to another, the change is rather abrupt. To fix that we are going to use something called transitions.
 - a. Click on the second scene and click on the Fade In button in the Properties Panel.
 - b. Now click on the Effects and Transitions button in the Media Panel. You can search for the transition that you want to use by spinning down handles or you can search by keyword.
 - c. Spin down Video Transitions and then spin down Dissolve. Take note of the transition available. If you click on one of them you will see a short preview of what it looks like.
 - d. Click and hold on the Cross Dissolve transition and drag it to the little box between the second and third scenes.

- e. If you wanted to use a different transition you would simply drag another one to the same box. It will replace the Cross Dissolve.
 - f. Add transitions between the rest of the scenes and do a Fade Out on the last scene.
18. Click on the second scene and click on the Add Text button at the top of the Monitor panel.
 19. Type the text **Sunset In Paradise** (if you used the sunset clip) in the text box
 20. Use the Arrow tool (right side of the monitor panel) to position the title in the center of the screen
 21. Choose a style from the properties panel.
 22. Experiment with the other settings in the properties panel.
 23. Click away from the title to de-select it.
 24. Move the current timeline indicator right or left until the title can no longer be seen.
 25. Now scrub the mini-timeline until you can see the title again.
 26. There are two levels of selection for a title.
 - a. Single click on the title (in the monitor window) and look in the properties panel
 - b. You should be seeing the properties for the title. Click on the Fade In and Fade Out button
 - c. There are several other properties that you can set but we will take a look at them in depth later.
 - d. Notice that there are no editing tools to make any changes to the text of the title
 - e. Now double click on the title
 - f. You now have access to the editing tools as well as the properties for the text of in the title.
 - g. Deselect the title by clicking away from it
 27. Notice that the title starts at the beginning of the scene. What if we wanted to be in the middle of the scene? The only way to do that in the sceneline is...
 - a. Click on the title to select it
 - b. Use the In Point and Out Point handles to change the position of the title.
 - c. This is a bit of a hassle and there is a much better way to do this in the timeline, but I did want to show you how to do it in the sceneline.
 28. Go ahead and delete the title by selecting it, right click on it on the mini-timeline, and select Delete. Notice that it did not disappear out of the AM window, only out of the movie. That means you can use that title again, later, without re-creating it.

That should give you a feel for the kinds of things that you can do in the sceneline. It is a basic editing workspace with quite a few features and it is an easy way to put a movie together. The timeline, on the other hand, offers a host of other features and gives you much more control over the final outcome. And, as an added bonus, if you work in the timeline instead of the sceneline with your students, moving from Elements to the full blown Premiere Pro is a very small step. In other words, you may be laying the ground work for the next Spielberg!! Cool!

Using the Timeline

1. To access the timeline, click on the Timeline button in the upper right hand corner of the My Project panel. Notice that all the work that you have done in the sceneline is still available in the timeline. It is just a different way of looking at your movie in the making.
2. The timeline is divided in to video tracks (up to 99 are available) and audio tracks (again, 99 are available). The availability of multiple tracks gives the timeline a great deal of power and potential, as we shall see. There is also a set of tools along the top of the timeline that can be very useful, again, as we shall see.
3. Remove all the stuff that you see in the timeline.
4. Put a clip on track 1. I am going to use Ioa valley.
5. Edit the in and out point by clicking and holding on the beginning of the clip and dragging right... then the end of the clip and dragging left. Watch the monitor panel while you are doing this.
6. Add another video clip to the timeline.
 - a. Click and hold on the clip in the AM window
 - b. Drag it to the timeline but don't release the mouse
 - c. Do you notice the arrows on the line? That indicates that you are about to make what is called an Insert Edit.
 - d. Still holding the mouse, move the clip to the beginning of the timeline and hold it there for a second. You should see the first clip move over.
 - e. Now but the clip in the middle of the first clip. You should see the first clip split in two, the second piece moving over to make room for the new clip to be inserted.
 - f. Release the mouse.
 - g. Drag another clip down to the timeline, this time holding down the Ctrl key. Do you notice the difference in the look of the insert line?
 - h. This is what is known as an Overlay edit. Release the mouse and the frames that are underneath the new clip are replaced with frames from the new clip that you are overlaying on top of the existing footage.

- i. After you have clips in the timeline, you can drag them around to do insert and overlay edits. Try it.
 - j. Use the Insert edit to put the black video at the beginning of the timeline
- 7. Add a cross dissolve transition between the clips by dragging and dropping it between the two clips. (Talk about what the different position icons mean.)
- 8. You can also add a cross dissolve at the beginning of the first video clip and the end of the last one or you can use the Fade In and Fade Out feature in the Property panel.
- 9. Add the audio clip to the audio 2 track
- 10. Drag the current timeline marker to the left of the transition and press the space bar to play the movie and preview the transition.
- 11. Lower the volume on all the audio from all the clips to somewhere around -8 or -9
- 12. Demonstrate how to use the Time Stretch Tool on a couple of the videos.
- 13. Add another clip in so that the end of the video matches the end of the music.
- 14. Add some titles to the movie. Be sure that they fade in and out.
- 15. Save the project and watch it.

Working with Stills

You will often find yourself working with stills, creating videos from still images so let's see how that works.

1. Create a new project
2. Import about a dozen of the still images from the source files. Don't get a contiguous list, CTRL click on several from different parts of the list
3. Drag them one by one to the timeline
4. You could now go and put a transition between each one and work with them on an individual basis but that would be a lot of tedious work
5. Delete the files in the timeline
6. Select all the images in the AM window
7. Click on the More button in the AM window and click Create Slideshow
8. Notice that you can set the image duration and you can apply a transition between each of the images.
9. Click OK
10. Delete the slideshow (notice that when you click on one clip in the timeline they are all selected. We will visit that again in just a few minutes)
11. This time CTRL click on the clips in the AM window in a random order. Be sure that you select them all, just don't select them in any particular order
12. Click on the More button and select Create Slideshow
13. This time for the Ordering property select Selection Order
14. Change the image duration to 7 seconds
15. We haven't really worked with effects yet, but this is a good time to get your feet wet with them.

- a. In the Media Panel spin down the Video Effects group and then spin down the Adjust group.
- b. Click and hold on the Auto Levels effect and drag it down to the first image. Release the mouse.
- c. Repeat that for each image. (some of them won't need it, others will)
- d. To adjust the settings for any of the effects you would click on the clip in the timeline that contains the effects

The Basics of Animation

One of the more advanced things that you can do in Premiere Elements is animation. You can animate any object or any asset that you put into a project. (With audio the only thing that you can animate is the volume.) Just so that we are on the same page, let's define what animation is. Animation is the change of a property value over time. So, if you change the value of the X position (X is the horizontal position) over a two second time period, the object will move either left or right a certain number of pixels. If you change the value of the rotation property over a 5 second period the object will rotate. If you change the value of the Opacity property over a 1 second period, the object will either become more or less opaque.

Animation uses something called keyframes and people seem to have a bit of difficulty understanding the concept of keyframes so let me see if I can explain what they are and how you use them. Keyframes are simply data storage points in your timeline. They store data about the value of a property such as position, at a particular point in time.

If I want to make an object, let's say a ball, move from left to right across my screen over a 2 second period, the first thing I have to do is establish a starting point. So I move my ball over to the left side of the screen. I need to tell Premiere that at this point in time, this is the position of the ball. I do that with a keyframe. I add a keyframe to the timeline at that point in time for the position property.

Next I move my CTI out two seconds. This is the point in time at which I want the ball to be on the right side of my screen. If I just grab the ball and move it to its final location, PE is smart enough to realize what is going on and will add a new keyframe at that point in time and store the new position data in it. If you played the timeline at this point, you would see the ball move across the screen.

Now, let's do an animation.

1. Create a new project and name it animation
2. Import the file named "new man in airplane 2"
3. Drag it to the timeline and make it about 5 seconds long.
4. The image is a little bigger than I want it to be so let's make it smaller.
 - a. Spin down the Motion property in the Property panel
 - b. Find the scale property and notice that the current scale value is 100%.
 - c. To change that either click on the value setting (the 100%) and type in a new value or click and hold on that value and drag either left or right.
 - d. Set the scale to about 60%

5. Notice that we haven't said anything about keyframes yet. We aren't going to animate the size of the image, only the position. Therefore, we don't need any keyframes. You only need keyframes when you want to change the value of a property over time.
6. Be sure that your CTI is at the beginning of the timeline and click and hold on the image in the Monitor panel and drag it off the screen to the left. Notice that the values in the position property are changing as you move the image.
7. Now we need a keyframe to tell PE that at this point in time (00:00 on the timeline) this is the position that we want the image to be in.
8. Look out to the right side of the Motion property heading and find a stop watch icon. That icon is called the animation stopwatch. Before you can add any keyframes to any Motion property, you have to "turn on the stopwatch." Do that now.
9. Now you should see what are called Keyframe navigation tools on all those properties and you should also see a keyframe (the little half-diamond shape) on the mini-timeline.
10. Those keyframes are storing the values for each of the individual properties in the motion settings category.
11. Now move the CTI to the end of the timeline.
12. Click and hold on the image and drag it to the right side of the screen. When you release your mouse PE creates a new keyframe, storing the new position data.
13. Return to the beginning of the timeline and play the timeline.
14. What if I wanted the plane to move a little more up and down, rollercoaster like? Could that be done?
15. Right click on the Monitor panel and choose Magnification – 25%
16. Be sure the motion property is selected. That is what allows you to see the bounding box.
17. Notice that each end of the line (called a motion path) has a little square offset from the end. That little square is called a Bezier handle. You use Bezier handles to adjust the curve of a line.
18. Grab the one on the left and pull it up. The higher you pull it the steeper the curve becomes. Now pull it to the right as well and up. The handle is like a magnet that affects the curve of the motion path.
19. Pull the one on the right down and to the left to create a nice little curve for the plane to fly along.
20. Play your timeline. Cool! But it doesn't look very realistic because the nose of the plane is always point straight to the right. What property would we need to animate to make the nose of the plane follow the curve of the motion path?
21. We would need to animate the rotation property.
 - a. Position the CTI at the beginning of the timeline
 - b. With the motion property selected, place you mouse just outside the bounding box in the upper right corner. Your mouse will change to indicate that you are at the correct position.
 - c. Rotate the bounding box up so that the plane is pointing in the same direction as the motion path.
 - d. Move forward a little bit in the timeline and adjust the rotation again.

- e. Repeat the last step as often as needed to keep the nose of the plane aligned with the motion path.
 - f. One little trick is important at this point. If you have a long stretch of path that you don't change the rotation value, such as between the top and bottom of the curve, you need to add a keyframe at the end of that long stretch without changing the value. (If you haven't talked about tweening, this would be a good time to do so.)
 - g. You add a keyframe without changing the value by clicking on the Add/Remove Keyframe button in the middle of the keyframe navigation tools.
 - h. When you have finished adding keyframes to the rotation settings, play your timeline.
 - i. Now THAT is cool.
22. Pull in a video and put it beneath the image on the timeline. (Move the image to track two before you put the video on track 1.) This would be a good time to talk about alpha channels and transparency.
23. If there is time, let the participants play with animating the ball image.
24. You need to know that you can animate titles using these same exact steps and principles.
- a. Create a new project and name it "The Road To Hana."
 - b. Import the footage by that same name and place it on the timeline
 - c. Move the CTI out to about 7 seconds and add a title with the words "The Road To Hanna."
 - d. Make the title about 10 seconds long.
 - e. Click away from the title and then click on it again to see the properties panel for this clip.
 - f. Spin down the Motion property and turn on the animation stopwatch.
 - g. Position the title off the edge of the screen either on the left or right.
 - h. Move out 2 seconds and reposition the title in the center of the screen.
 - i. Move out 2 seconds from the end of the clip.
 - j. This is one of those times that we need to add a keyframe without changing the value. We do this so that the position stays static between these two keyframes. Click on the Add/Remove keyframe button.
 - k. Now move to the end of the clip. (Actually you need to move to one frame before the end. If you go to the end, the title and its bounding box disappear.) Drag the clip off the other side of the screen from where you began.
 - l. Play your timeline.
25. Here is another pretty cool thing you can do with animation. Let's animate some stills.
- a. Create a new project and call it animating stills
 - b. Before you import some images, go to Edit – Preferences – General and uncheck the "Default scale to frame size" check box.
 - c. Now import three images from the images folder
 - d. Drag one of the images down to the timeline and stretch it out to about 10 seconds

- e. Now right click on the Monitor panel and select Magnification – 10%.
- f. Click on the image in the Monitor panel. As you can see, this image is huge.
- g. Animate the position property of the image so that the image pans across the screen.
- h. Add another image and do scale and position, having it pan across and zoom out at the same time.

Exporting Video

Talk about the options. There are two places to do this... File – Export or the Export button on the toolbar at the top of the screen. If you want to make an AVI you must do it from the File menu.

Making A DVD

Go through the basic steps for creating a DVD out of a PE project.

1. Add Scene markers to the timeline
2. Select Template
3. Drag to Monitor Panel
4. Put your titles in (double click to edit the text in the boxes)
5. Double click on Scene buttons to edit them
6. Test your menu
7. Burn your DVD