THE UNIVERSITY OF QUEENSLAND
AUSTRALIA

CREATE CHANGE

Basic Video Production Workshop

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Adobe Premiere Pro

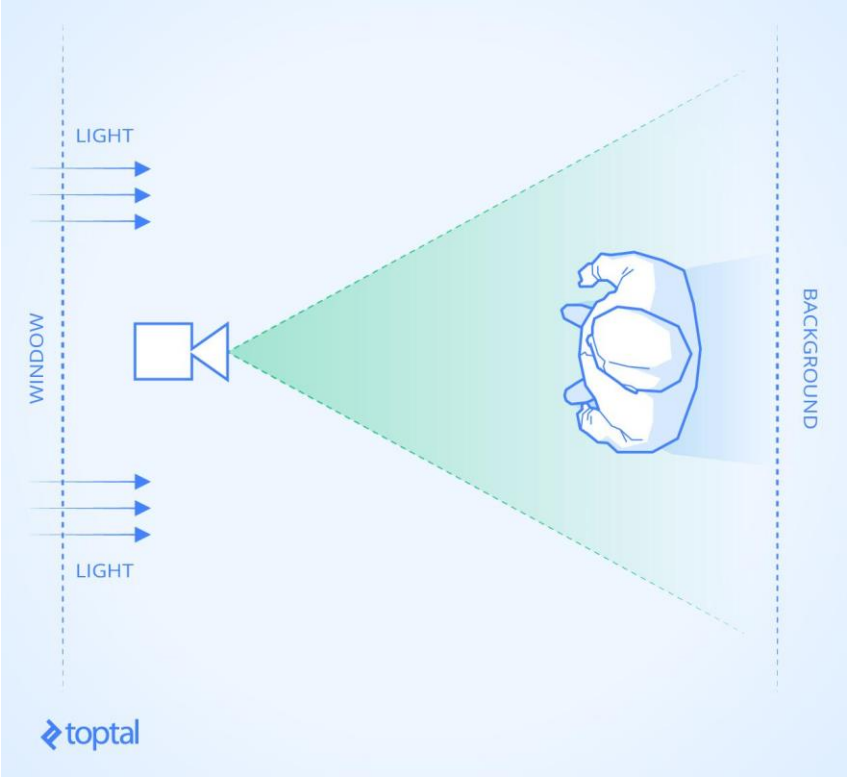
Adobe Premiere Pro is a video editing application which can be used for basic editing of footage. Some functionality includes editing footage in the timeline, audio editing, title creation, colour correction, innovative media and project management tools. Adobe Premiere Pro exports projects in multiple file formats, such as MP4, which makes it easy to upload your project using Kaltura media on your Learn.UQ website.

Why use videos?

- Facilitates thinking and problem solving through the connection between visual cues, the memory process and the recall of knowledge.
- Assists the learning process by being able to view processes multiple times and active viewing.
- Inspires and engages students.
- Promotes the flipped classroom model.

Video Recording Environment

Ensure the camera is facing the same direction as the light source (i.e. window) and the person being recording is looking directly at the light source, as opposed to standing behind it, to avoid a halo effect.



Video Case Study Example

Watch the example video case study: https://youtu.be/7VtAurqu4Vs

Camera Shot Types

Medium Close up Shot

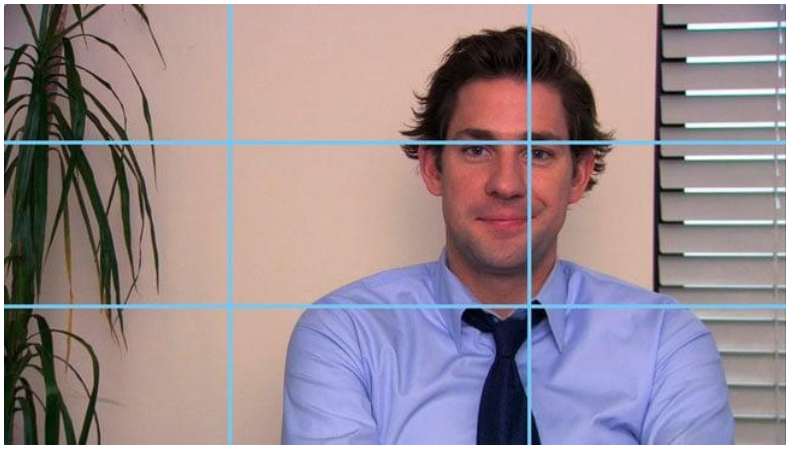
- Clearly shows facial expressions
- Usually recorded in middle of screen
- Useful for capturing reactions and emotions

Medium Shot

- Captures body language and gestures
- Usually recorded using rule of thirds
- Useful for delivering information

5 Tips and Tricks for Filming

1. Change the **camera angle** for each new question/ section.
2. Use the **rule of thirds** to vary your shots.



3. Record each question/ section **twice**.
4. Leave **headroom**!
5. Leave **3 seconds** at the beginning and end.

Tripods

A tripods helps minimise the risk of any unwanted camera movements while filming. There are a range of different tripod types available to suit your smartphone, tablet or DSLR camera.

Acuvar Camera Tripod

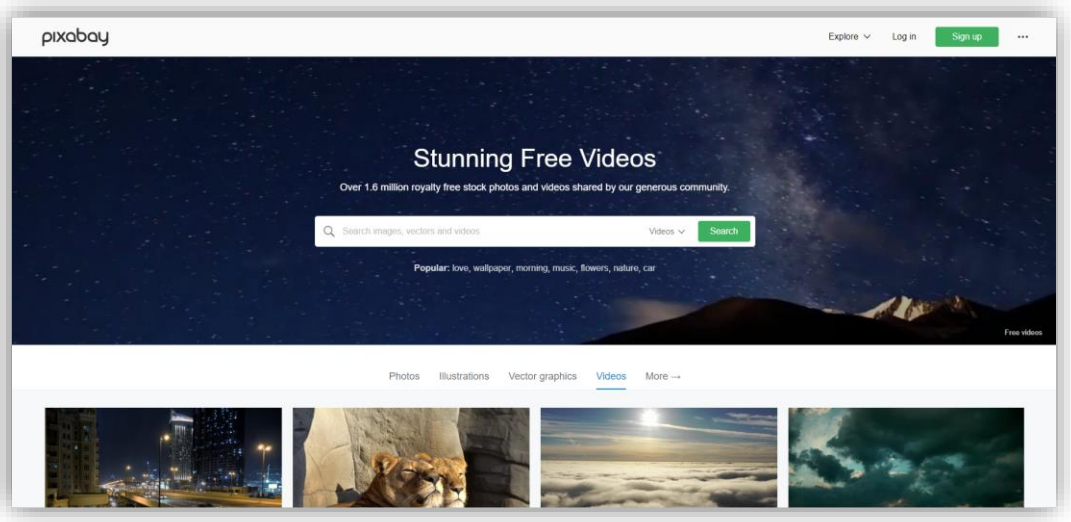
LOHA Tripod

Gimbal Stabiliser Tripod

Royalty Free Video and Audio

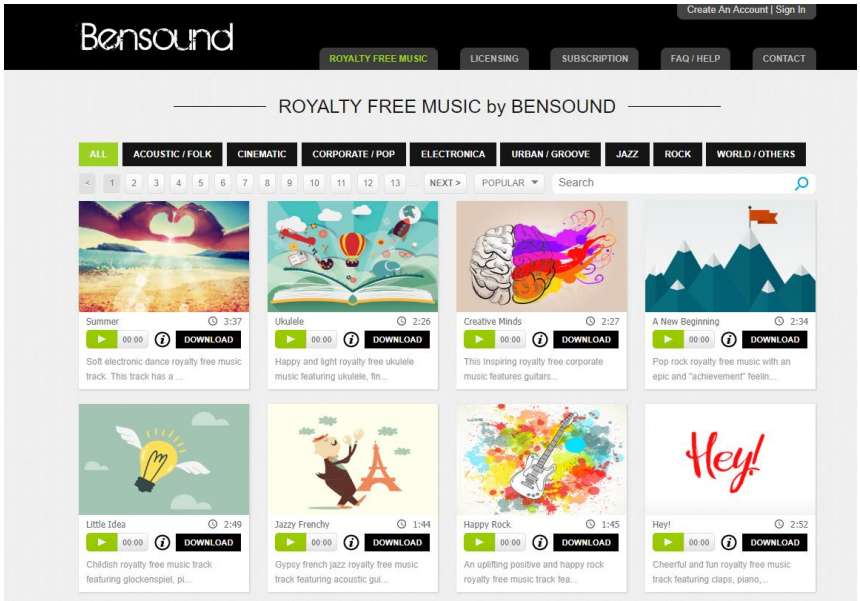
Stock video footage

- Pexels
- Stock Footage for Free
- Pixabay



Creative commons & stock music

- Bensound
- YouTube Audio Library
- Free Stock Music



Downloading Adobe Premiere

Refer to the ITS guide on downloading Adobe Premiere on your UQ or personal device:
https://my.uq.edu.au/information-and-services/information-technology/software-and-web-apps/software-uq/adobe-software

Create a Project in Adobe Premiere

1. Open Adobe Premiere on your computer.
2. Click on the **New Project** button.
3. Click on the **Browse** button and select a suitable folder.

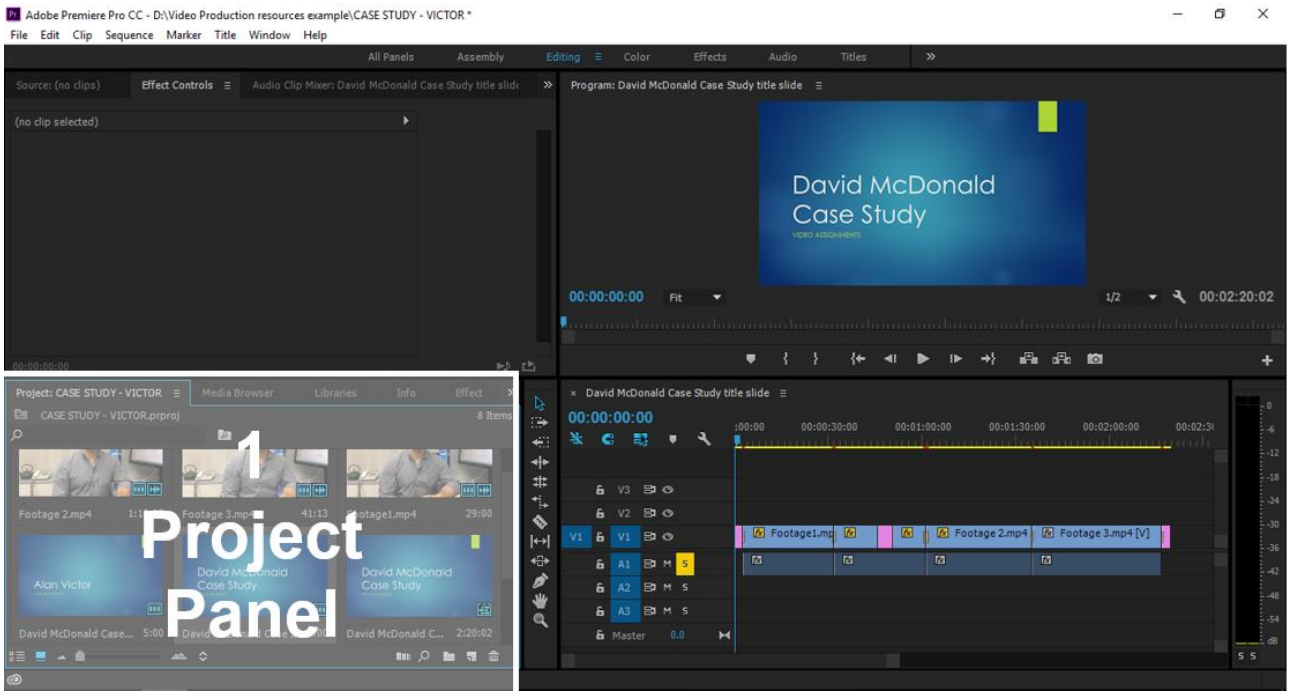
Note: It is highly recommended you create a new folder on your computer to contain all the project files (i.e. audio, video, images) and not move files from this location to avoid missing media issues.

4. Rename the project to an appropriate title.
5. Click on the **OK** button.

Adobe Premiere Workspace Overview

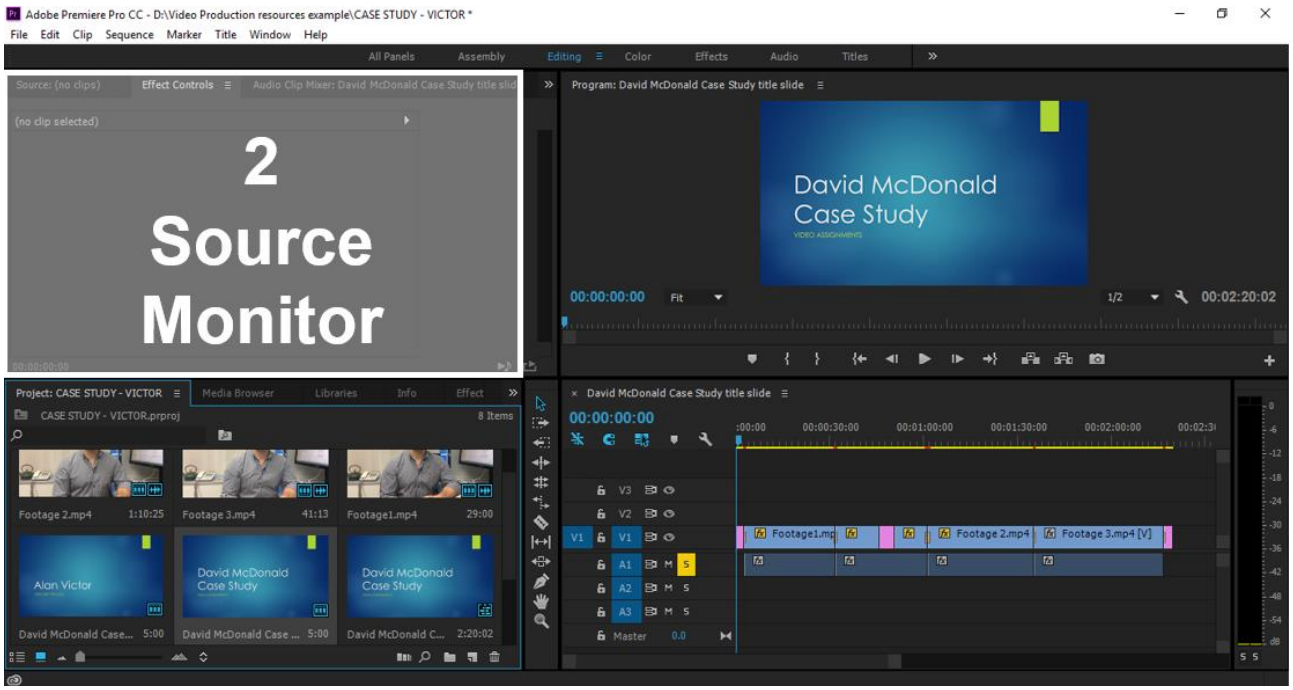
Project Panel

- Where all the media is stored, pictures, video, effects etc.
- Can organise project files in folders (called bins) here too.
- Can drag and drop files as necessary – to keep everything organised.



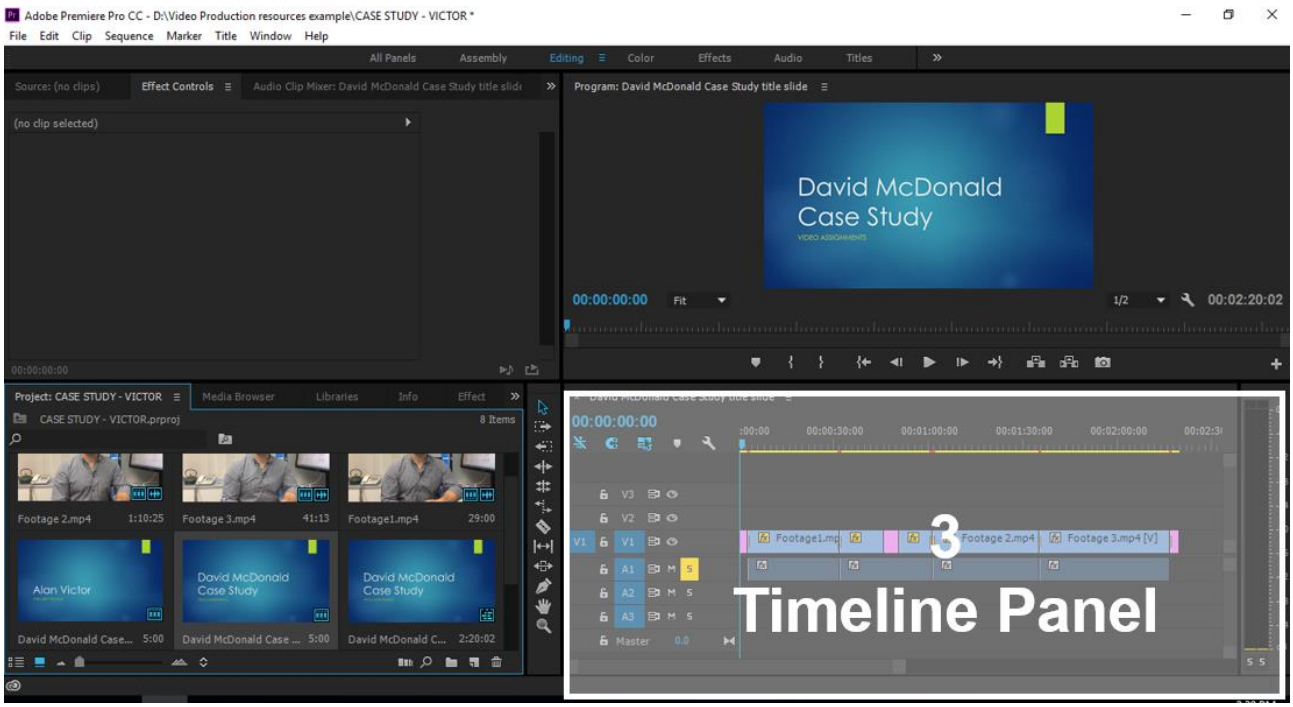
Source Monitor

- Source monitor– shows in points and outpoints.
- Precise trimming of the clips (start and end points) – precise editing.
- Easiest place to trim your clips before you add them to the timeline.
- Double clicking any media in the project panel – will pre-load it into the source panel
- Play or scrub the media, stop where you want to mark in an In and Out point.



Timeline Panel

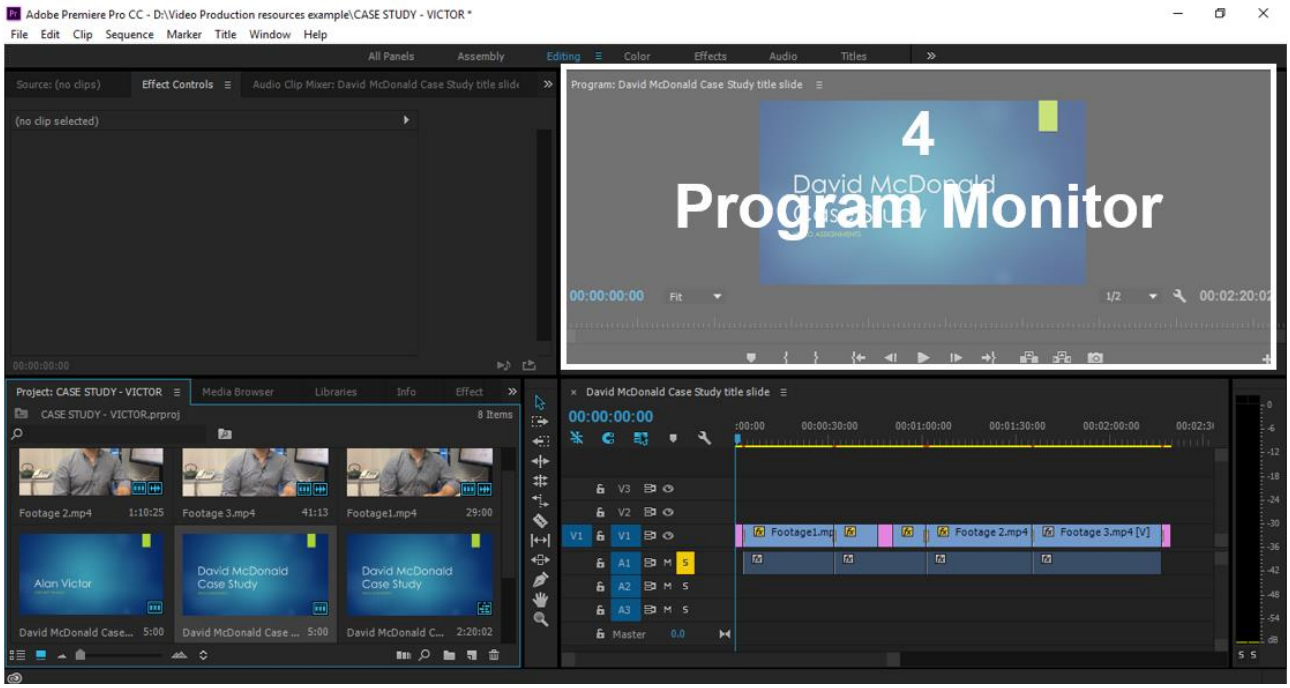
- Graphical view of video and audio from beginning to end.
- Has a working relationship with the program monitor – so as you scrub along the timeline, you'll notice wherever the time marker is located, you'll get the resulting frame in the preview.



Program Monitor

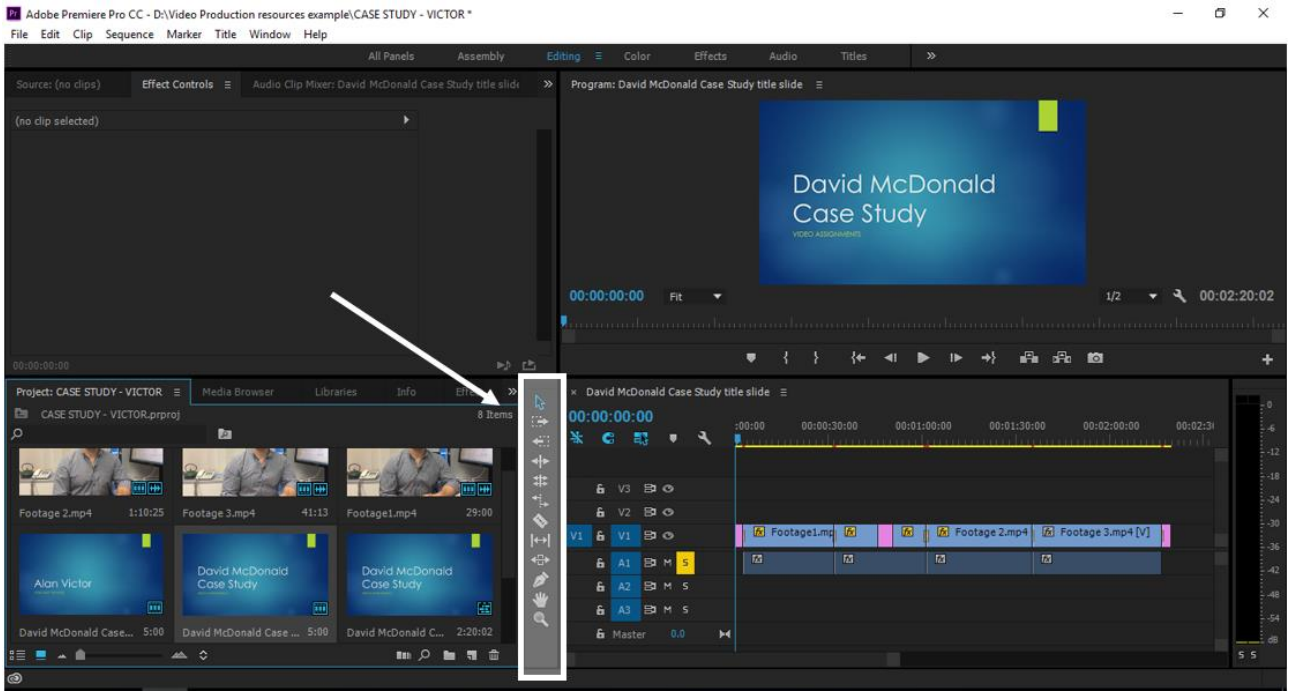
- What the audience will see, preview
- What you're going to be exporting when you see the final video.

- Direct relationship with the timeline.



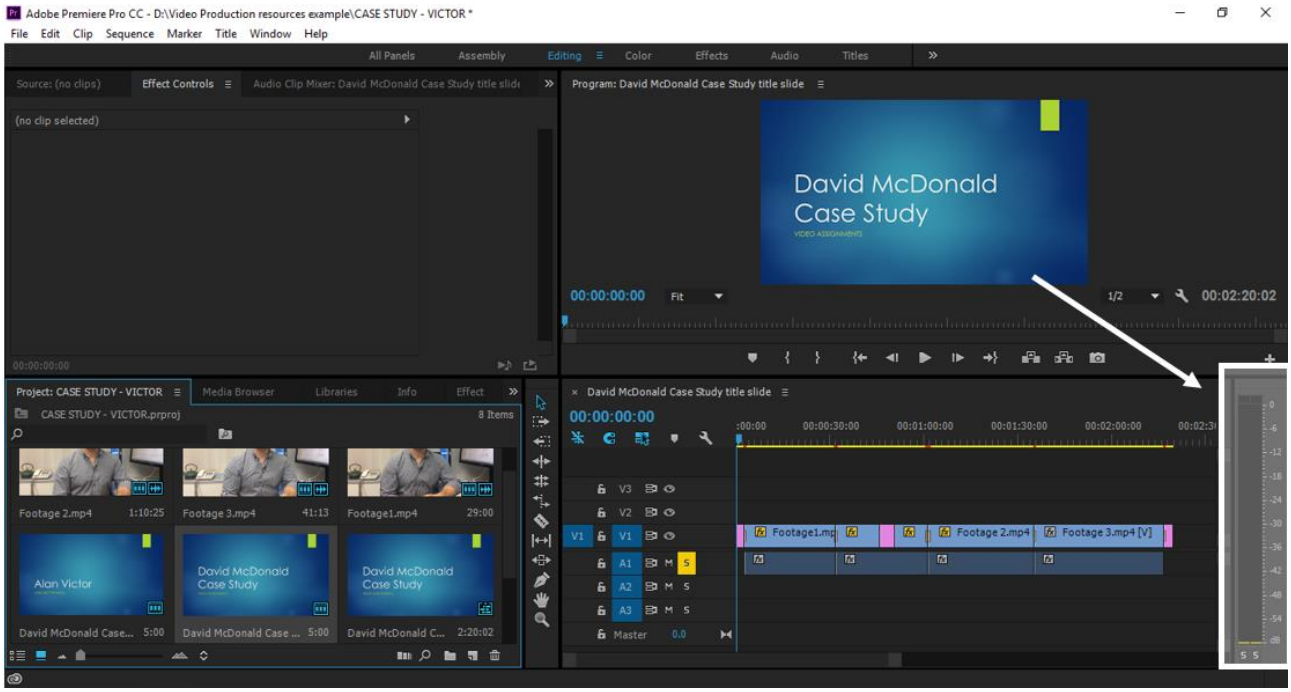
Tools

- When you select a tool, the pointer changes shape according to the selection. For example, when you select the Razor tool and position the pointer over a clip in a Timeline panel, the icon changes to a razor. However, the Selection tool icon can change to reflect the task currently being performed.



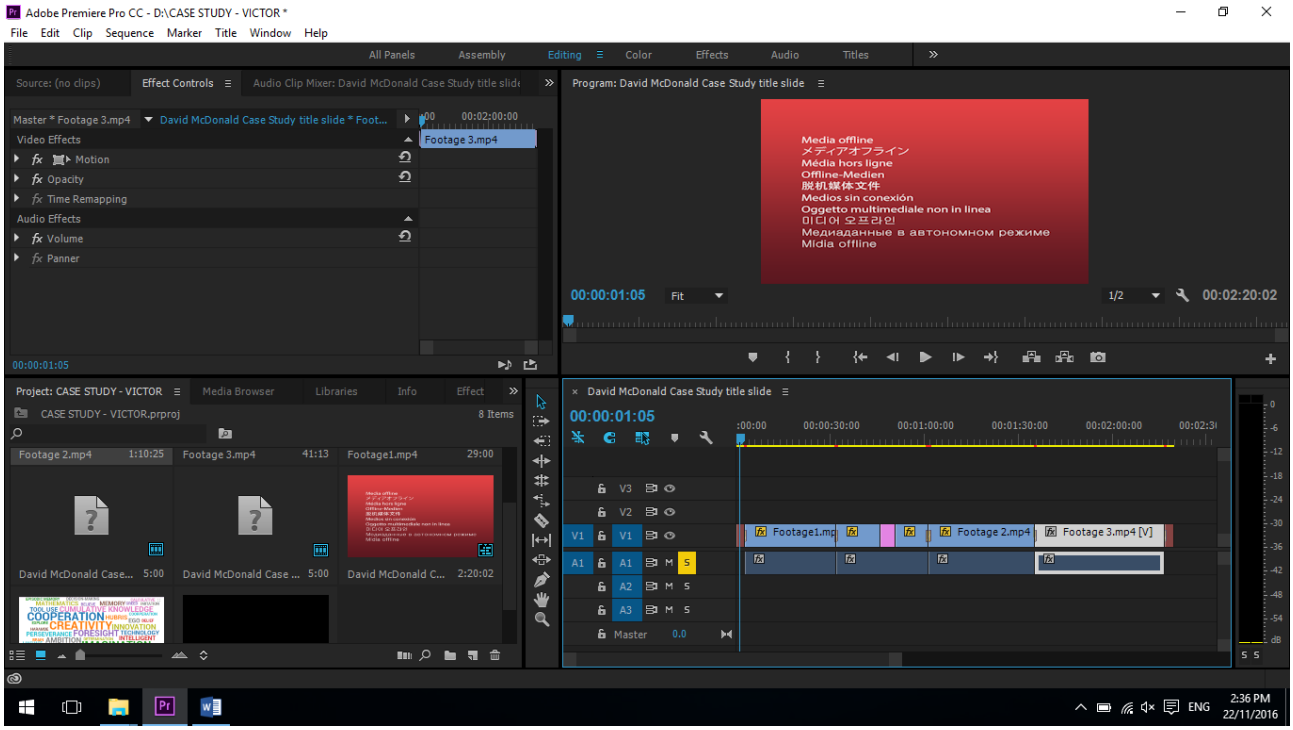
Audio Preview

- Shows whether volume is peaking (too loud)



Missing Media

- The media are links to the files. So you need to store them in the same place while creating your video.
- If you move the folder with the recordings, you'll need to re-map the links.
- It's advisable to store your video project in the same folder as the resources / assets.

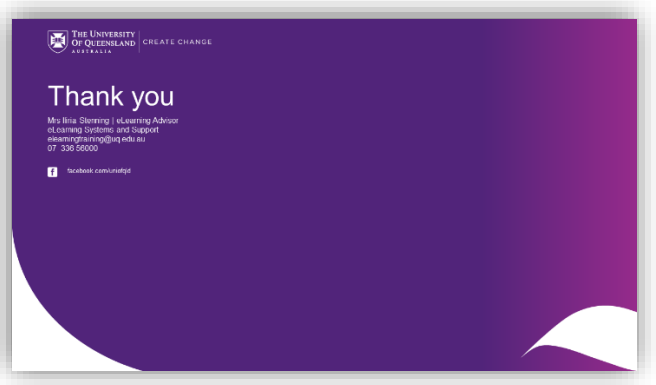


Title and End Slides

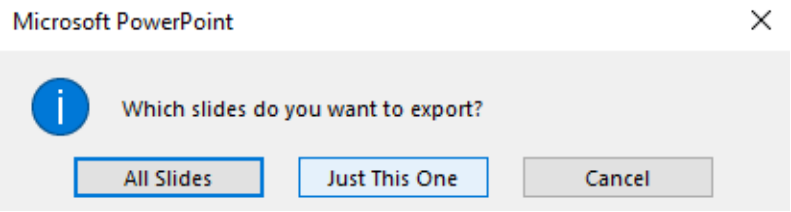
Download Template

1. Go to https://omc.uq.edu.au/uq-brand
2. Login with your UQ username and password
3. Download the PowerPoint template

Create a Title and End Slide



1. Open the **PowerPoint template** file
2. Add Title: **Your Name**
3. Add Subtitle: **Video Production Workshop**
4. End Slide: **Your Contact Details**
5. **File > Save As > PNG Portable Network Graphic**
6. Select **Just This One**.



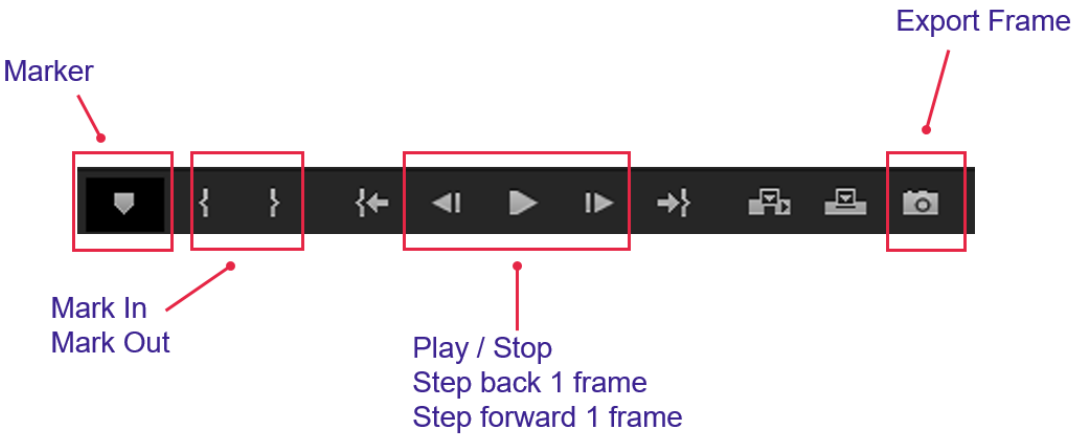
Import Files

1. **File > Import**
2. Select the file(s) you want to import.
3. Click on the **Import** button to import the file(s).
4. Once the media has been imported, it will appear in the **Project Panel** window.

Mark In and Out Points

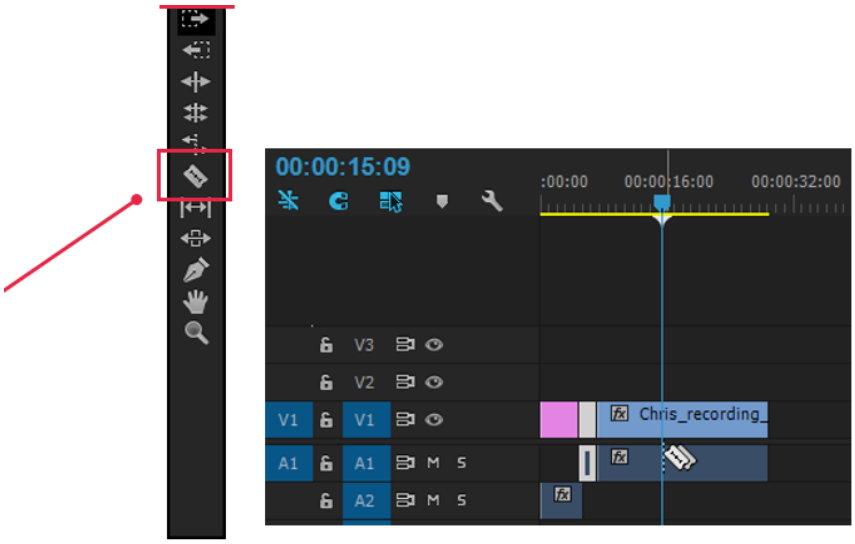
By marking the in and out points of a video before dragging it onto the timeline, you allow for more precise editing of when the video should begin and end. This is particularly useful for interviews where there is often space left at the beginning and end of a video when recording, which needs to be removed in editing.

1. Click and drag a video file in the **Project Panel** window into the **Source Monitor** window.
2. Play the video until you find the exact moment you want the video to begin from, then click on the **Mark In** button.
3. Play the video until you find the exact moment you want the video to end, then click on the **Mark Out** button.
4. Once you have marked the in and out points, click and drag the video from the source monitor to the timeline.



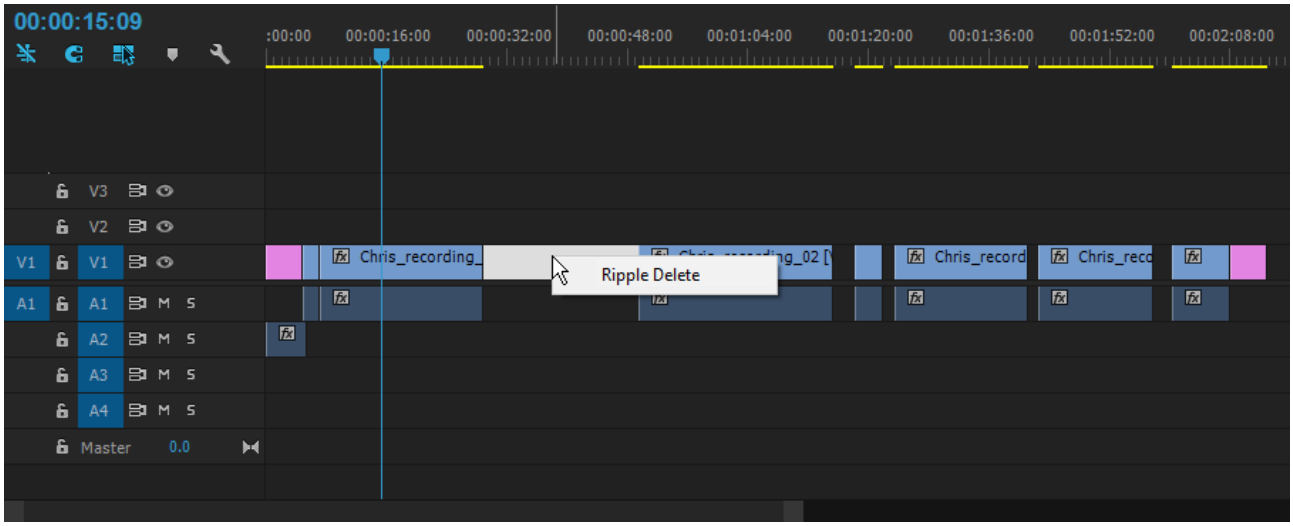
Razor Tool – Cut Out Sections

You can cut out sections of clips in the timeline using the razor tool. Simply select the **Razor tool** from the **Tools** panel and click to slice a video in the timeline. The razor tool is particularly useful for slicing a video clip twice to remove unwanted middle sections. You are then able to select the middle 'razored' section and click on the **delete** key to remove it.



Ripple Delete

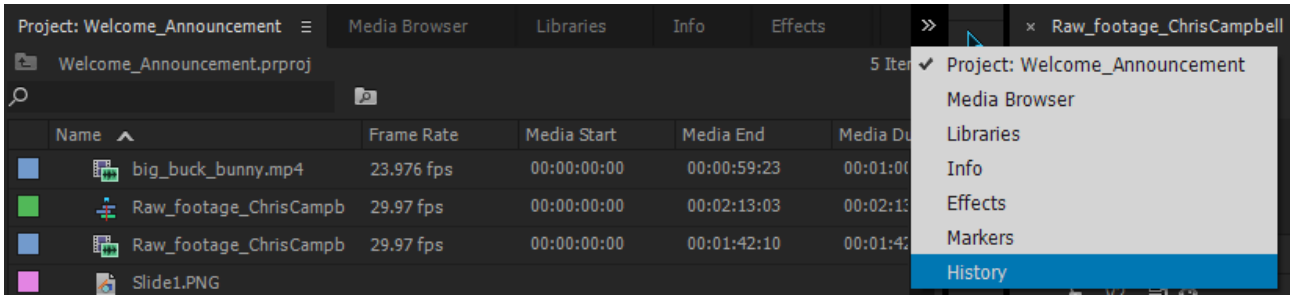
You can remove empty spaces on the timeline (often left behind from razored sections) by right clicking in the empty space and selecting **Ripple Delete**.



History Tool

You can undo more than one step by using the History tool, however use with care as if you go too far back, you may not be able to redo again.

Tip: Select **CONTROL + Z** on your keyboard to undo one step back.



Layers on the Timeline

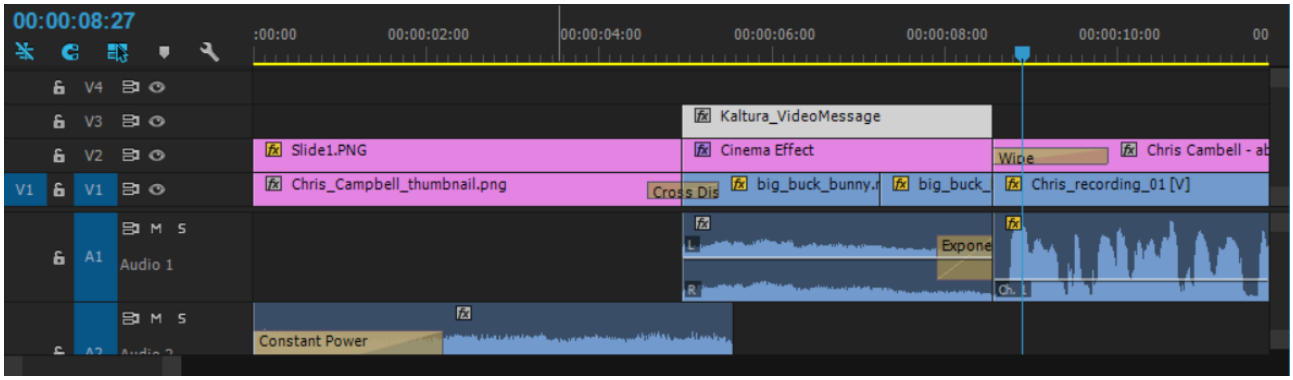
There are multiple video and audio layers on the timeline which are useful for adding overlays and layering content.

Example:

V2 Layer: Overlay footage

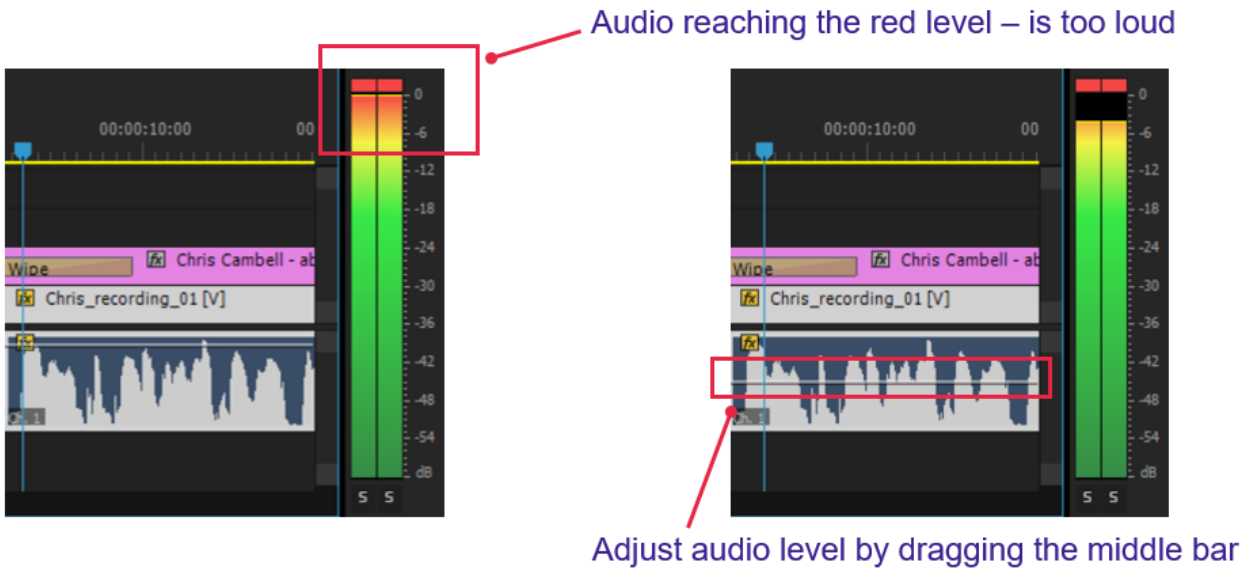
V1 Layer: Main interview video

A1: Main interview audio



Audio Levels

You can monitor audio levels and adjust accordingly if necessary by using the mouse tool to click and drag the horizontal bar on any audio track.

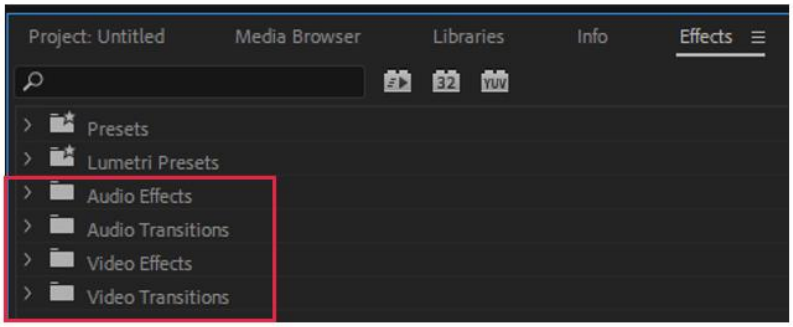


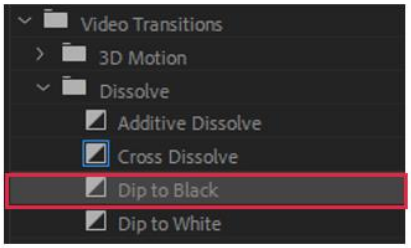
Effects and Transitions

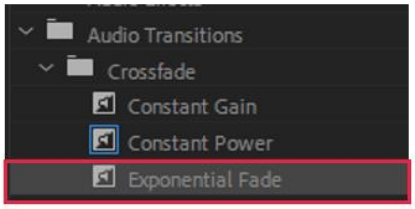
You can add a range of audio and video effects/ transitions. Click on the **Effects** tab within the **Project Panel** window and expand the appropriate folder to view all effect options. Then click and drag the effect onto the timeline to apply it to a particular video or audio track.

Popular effects:

- Audio Effects > Crossfade > Exponential Fade
- Video Transitions > Dissolve > Dip to Black
- Video Transitions > Dissolve > Dip to White
- Video Transitions > Dissolve > Cross Dissolve





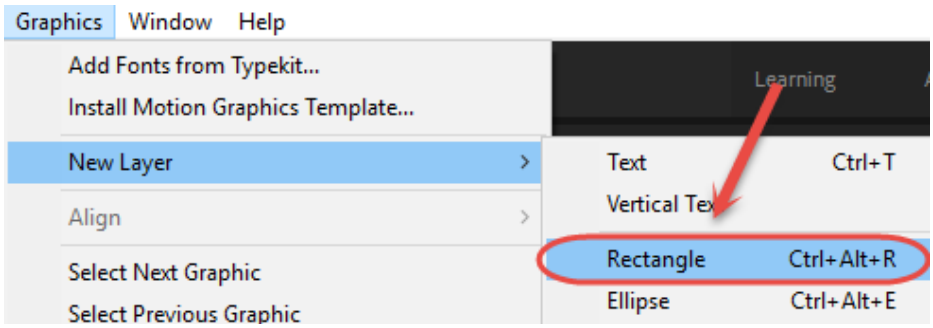


Titles in Premiere

You can add titles in Premiere to introduce who is speaking by adding graphics to a video layer which sits above the main video.

Add the shape layer

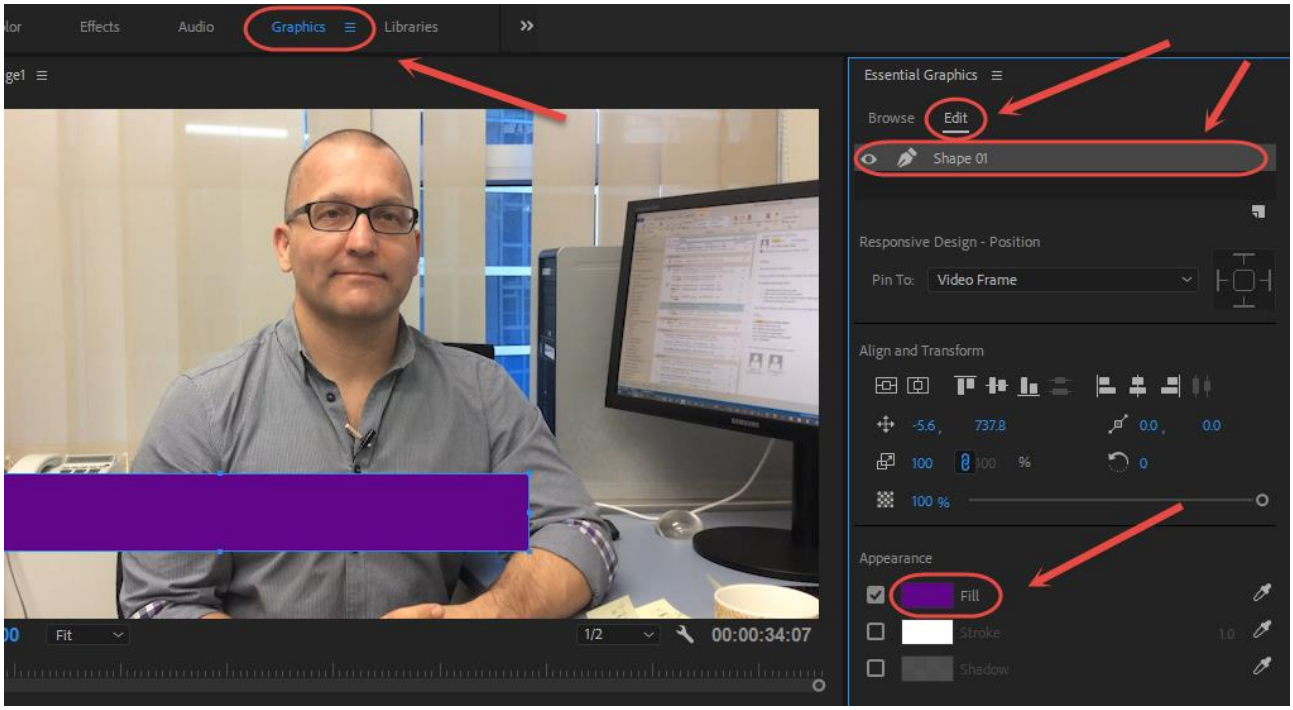
1. Select the **Graphics** tab > **New Layer** > **Rectangle**



2. Click on the **Edit** tab within the right side panel to view the options.
3. Select the **Shape 01** layer.
4. Under the **Appearance** section, click on the **Fill** window to change the colour.

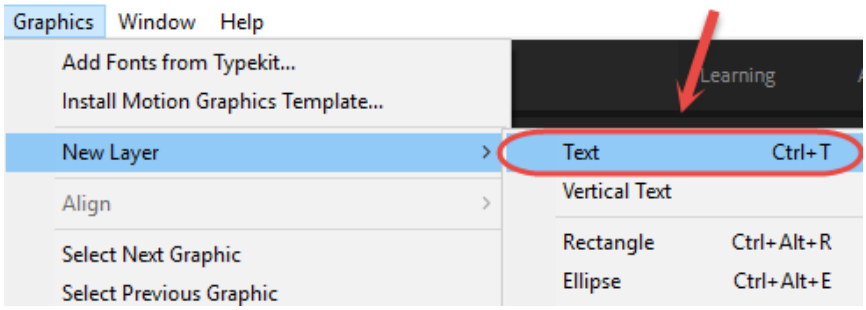
Tip: The UQ purple colour is # 51247A or R81 G36 B122

5. In the preview window, double click on the rectangle to resize.
6. In the preview window, click and drag to move the rectangle

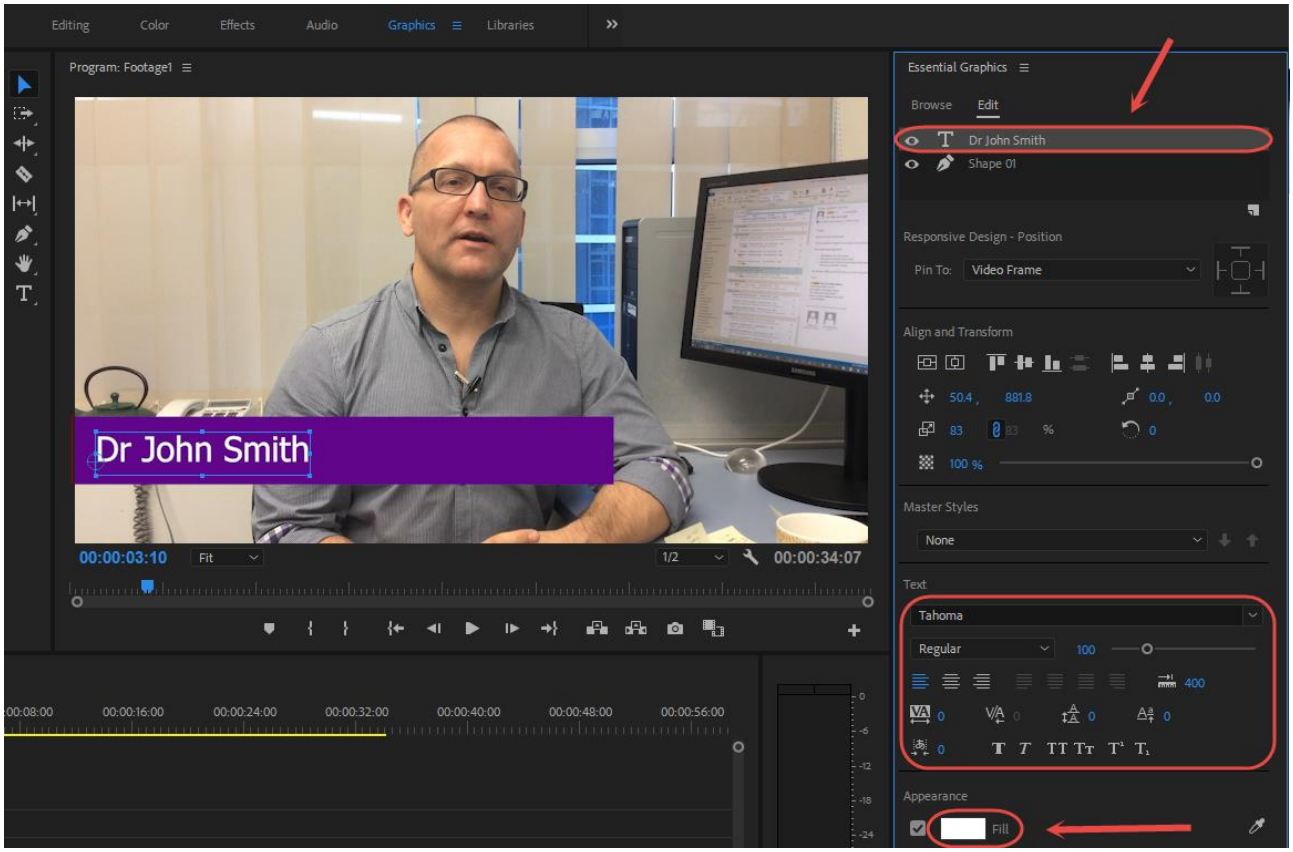


Add the text layer

1. Select the **Graphics** tab > **New Layer** > **Text**



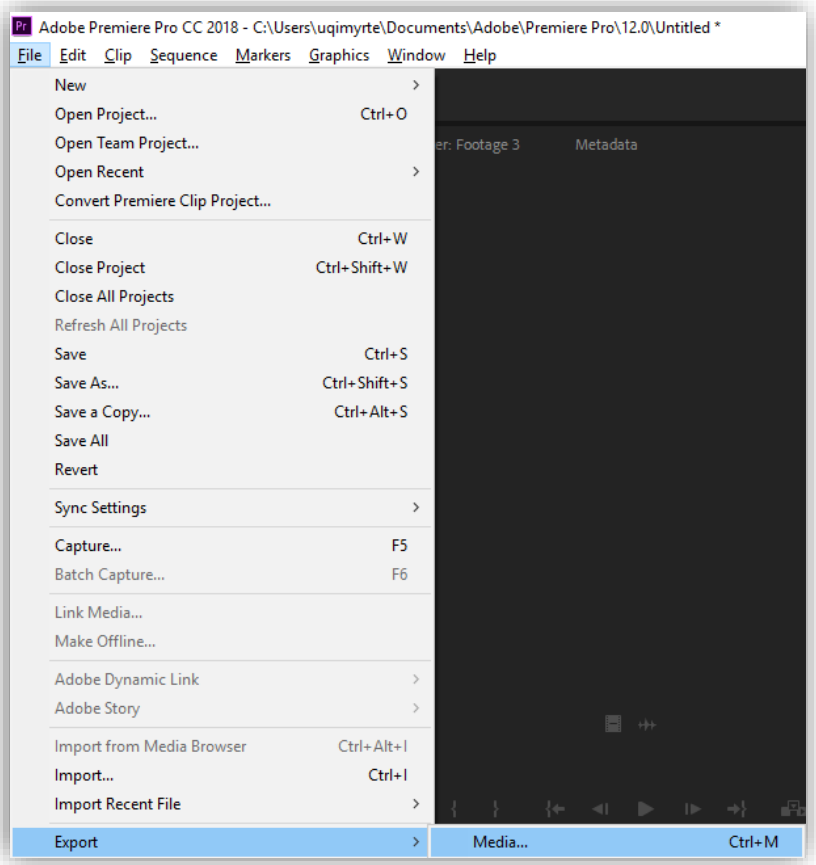
2. Click on the **Edit** tab within the right side panel to view the options.
3. Select the **Text** layer.
4. Under the **Text** section, change the text formatting.
5. Under the **Appearance** section, change the text **Fill** colour.
6. In the preview window, double click on the text to change the title.
7. In the preview window, click and drag to move the text.



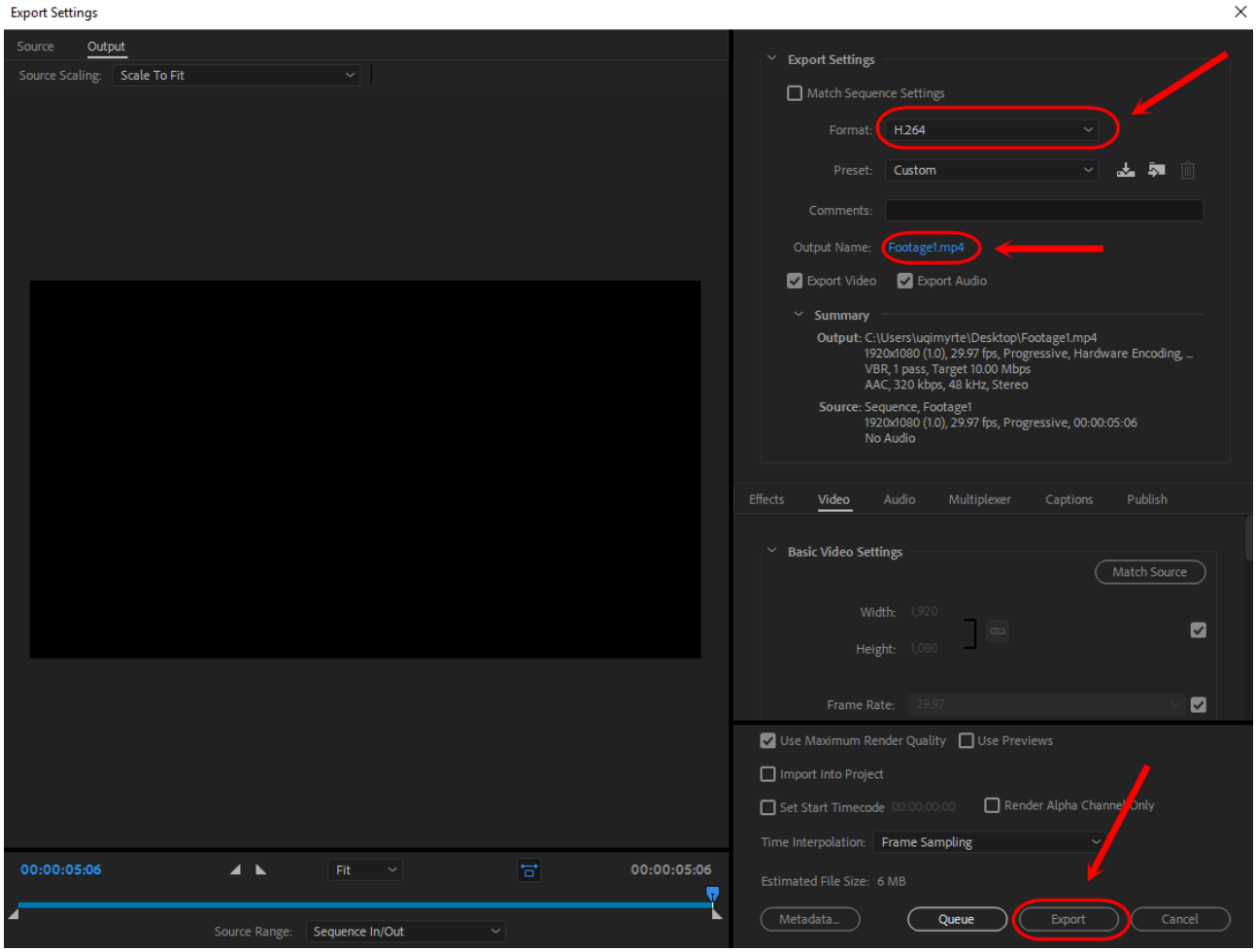
Exporting Video

Once you have finished editing the video, you will need to export it.

1. **File > Export > Media**



2. Select **H.264** from the **Format** dropdown.
3. Click on the **Output Name** and select where you would like the file to be saved (you can also rename the file).
4. Click on the **Export** button.



Note: This process may take a while depending on the file size and your computer.

Upload Video to Learn.UQ

Once the video has been exported, refer to the My Media guide for information on how to upload a video to My Media. Then refer to the Insert a Kaltura Video into a Content Area guide for instructions on how to embed the video within Learn.UQ.

Further Resources

Technical Support

- help@learn.uq.edu.au
- Phone 336 56000

eLearning Solutions Service

The eLearning Systems and Support team provide an eLearning Solutions Service to help staff implement eLearning solutions for the most common teaching and learning problems, using centrally supported eLearning tools.

eLearning Resources

A range of instructional resources are available on our eLearning website, including self-help text based guides, self-help videos, teaching and learning quick-guides and information on known technical issues. Additionally, updates are also available on the progress of eLearning projects such as the implementation of new tools and upgrades to current systems.

eLearning Newsletter

The eLearning newsletter is published fortnightly and includes articles on eLearning tips for the start and end of semester, promotion of new tools, tool functionality and how tools could be used to improve teaching and learning. Other relevant communications on policy updates, tool upgrades and outages are also included in the newsletter.

Pedagogical Resources

The Institute for Teaching and Learning Innovation (ITaLI) provides leadership, engagement and advocacy in educational innovation, teaching excellence and learning analytics.

Student Resources

Library Services provides AskUS a help and information service for students. They also offer face-to-face help, provide online Learn.UQ student guides and run workshops for students.

eLearning Workshops

A range of technical eLearning workshops are offered throughout the year. For descriptions of the workshops, dates and to enrol, visit the Teaching and Learning Technologies series on the Staff Development website.

ITaLI Workshops

A range of pedagogical eLearning workshops are offered throughout the year. For descriptions of the workshops, dates and to enrol, visit the Teaching, Learning and Assessment series on the Staff Development website.

Custom Workshops

Custom workshops on implementing Technology Enhanced Learning using centrally supported eLearning tools are available on request for faculties / schools / courses. Workshops can be organised for teaching staff, tutors and professional staff. The eLearning team can provide laptops, iPads and a data projector.

THE UNIVERSITY OF QUEENSLAND
AUSTRALIA

CREATE CHANGE

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CRICOS Provider Number 00025B