

## Simple video editing on an iPad

We will use the editing app iMovie and footage from the British Council Archive

**NB This requires a recent version of the iOS – earlier versions do not allow for direct downloads**

### Get your footage

- Tap the icon that looks like a compass (This is Safari and is your web browser that allows you to find things on the internet).
- A new screen will open. Touch in the middle of the bar at the top of the screen and a keyboard will pop up at the bottom.
- Start typing what you are looking for. In this case you are looking for footage to download. Type in 'British Council Archive film' in the search (or you can type in the address directly <https://film.britishcouncil.org/resources/film-archive>).
- The British Council film archive page will appear and in the middle of the screen you will see 'Explore the Archive'
- Touch the centre of the SEARCH box and type in what you are looking for (eg Garden or river or bicycle) and click on SUBMIT
- Any videos that match the search will appear on the bottom of the screen
- Touch the image of the you want to use
- Your chosen video will appear on the screen
- At the bottom of the film you will find the words 'Download this film' – touch the words and a small white box will pop up and give you the option to 'View' or 'Download'. Touch DOWNLOAD and the film will download.
- Click the HOME button (the round button at the bottom/side of your iPad) to go back to the main screen
- Touch the FILES icon (it looks like an old fashioned paper file) and when the screen opens you should see your saved film. Touch your chosen film and keep a bit of finger pressure on it for a second or two until a list of options pops up. Touch SHARE and in the next list of options touch SAVE VIDEO.

### Get iMovie (your editing app)

- If iMovie isn't already installed, Go into App Store
- SEARCH for 'iMovie' - it's a free app but you might have to type in your password to download it.
- When it appears on the screen touch the GET box
- Shortly you will see the INSTALL box so touch that and in a few minutes it should appear on your tablet or phone screen.

### Using iMovie

- Touch the iMovie icon on screen
- If prompted on the 'Welcome to iMovie' screen, touch the word CONTINUE
- If prompted ALLOW iMovie to ACCESS PHOTOS AND FILES (this might have happened when you installed it!)
- When iMovie opens you will see at the top you should see the word 'Projects' and below this a box with a big addition sign (+) in it. Touch the '+'
- In the next screen you will have the option 'Movie' or 'Trailer' – touch MOVIE
- The next screen should show a small image of your saved film. Touch it so a blue tick appears and then click CREATE MOVIE
- In the next screen you will see your chosen film in the middle of the iPad screen (If you touch the white triangle in the middle of the screen the film should play)

- But at the bottom of the screen you will see a long thin version of the film – this is your TIMELINE where you can see your film frame by frame. This is the area you will be editing in.
- Place a finger on the screen on the film at the bottom and slide it from side to side and you will see you are moving the film along – that allows you to get to the exact spot you need at any time
- Tap the timeline with your finger and you will see that it highlights it - there's a yellow line or box around it.

***For the following instructions, any time you do something you don't like and want to change back again, just click on the thin curved arrow and that will take you back a stage.***

### ***Shortening or lengthening a clip***

- At each end there's a thicker yellow line and if you put your finger on that and slide along the screen you can start to edit the clip. Drag the beginning or end of the clip to make the clip shorter or longer: To make the clip longer, drag the edge of the clip away from the centre of the clip. To make the clip shorter, drag the edge of the clip towards the centre of the clip.

### ***Splitting a clip into two separate clips***

- When you split a clip, you can adjust the duration of each section, remove unwanted sections or add different titles to each section.
- Slide your timeline to position the playhead (the white line) where you want to split the clip.
- Tap the clip to highlight it. Now tap the actions button (it's at the bottom – the icon looks like a pair of scissors), then tap Split. That makes a cut between the two clips you just made.

### ***Removing a clip***

- Follow the instructions above for splitting into two separate clips. Make the section you want to remove into a separate clip by splitting either side of it.
- Tap the clip you want to remove so it's highlighted.
- Tap the delete button (it looks like a small dustbin) and the clip will be deleted.
- The clips before and after will now run together

### ***Removing sound***

- Tap the section you want to remove the sound from (or tap the whole film at the start of the process if you want to remove all of it). It will be highlighted.
- Tap on Actions
- Tap on Detach audio just underneath your timeline and
- Tap the delete button.

### ***Changing the level of sound***

- Tap the section you want to change the level of the sound in
- Tap on Actions
- Tap on Detach audio just underneath your timeline.
- The sound timeline (the long blue area under the film timeline) should be highlighted with a yellow box around it
- Tap on Volume (underneath the sound timeline)

- A Slider line will appear. To lower the volume, put your finger on it and slide to the left. To increase it slide to the right.
- You can also make it Fade if you don't want a sudden change in volume – follow all the steps up to 'tap on Volume' and to the right of the volume slider you will see the word 'Fade'
- Tap on Fade and at each end of the clip you will see little yellow triangles. These can slide left or right to start or end your fade.

### ***Recording a voice over***

- Slide your film to the point where you want your voiceover to begin
- Tap on the microphone icon (to the left just above the film timeline)
- A little panel will pop up in the middle of the screen (it will say Cancel/Ready to Record/Record)
- When you are ready to record tap the word 'Record' (in red)
- There will be a countdown (3, 2, 1) and then you can start speaking. If the green bars aren't reaching the middle you are probably speaking too quietly so stop it and Review or Retake.
- When you stop recording you can cancel it, or retake it, or review it, or accept it. If you think it's what you want to keep then tap 'Accept'.
- If you have lowered the level of the original clip (as above) then you can record your voice over and still be heard over the original sound.
- Your recording will appear at the bottom of the screen in blue (below the film and below the film's own sound timeline).

### ***To add other sound***

- At the very top right of your screen is a '+' sign. Tap it.
- That opens up a new area on your screen 'Media' and 'Audio'. To switch to the audio options tap on the word 'audio' in the middle right of your iPad screen
- That gives you three options 'Soundtracks', 'My Music' and 'Sound Effects'
- iMovie comes with a set of ready-made Soundtracks to use. If you tap into Soundtracks and tap onto one of the tracks you will be able to play it to hear if that's the one you want to add. If it is, tap the '+' next to it and it be added to the whole of your film
- iMovie comes with a set of ready-made sound effects for you to use. If you tap into Sound Effects and tap onto one of the tracks you will be able to play it to hear if that's the one you want to add. If it is, tap the '+' next to it and it be added to where you have left your white playhead line.
- You can also add your own music from iTunes in much the same way by tapping on 'My Music' and selecting by using the '+' sign. Your own music will be copyrighted though so you may not be able to share the final piece except privately.

### **When you have finished**

If you have finished editing tap DONE at the top right of the screen

- If you want to share your final film, on the next screen tap the box with the thin upward-pointing arrow (the Share button)
- If you tap Export Project it will save it in a form so you can share it by Airdrop, for example, or save it to iTunes or upload to YouTube.