

Integrating the Flip Ultra Video Camera into the Classroom



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Overview of Flip Video Camera

Benefits

- Small/lightweight
- Very easy to use
- Only needs 2 AA batteries (Recommendation: get 4 rechargeable AA batteries so that one pair can be in the camera and the other can be charging).
- Lasts about 3 hours before changing batteries
- Stores 120 minutes of video in its internal memory therefore there are no tapes to rewind, record over, or lose
- the camera requires no cables or cords; it plugs into the computer with a USB plug hidden on the side
- Comes with software loaded on it to help you download the video from the camera.

Suggestions for Use of the Flip Video in the Classroom

From *Forty Interesting Ways to use your Pocket Video Camera in the Classroom* licensed under a Creative Commons Attribution Noncommercial Share Alike 3.0 License

- Demonstrating Skill Sets with How-to Videos
- Recording Science Experiments
- Recording trips to a museum
- Self-evaluation and group sharing of hands-on learning experiences
- Interview an Expert
- Film sports and PE for self/class evaluation
- Collect group flip chart responses
- Film a school tour in another language
- Share information/celebrations with parents
- Interview students at lunchtime on a topic
- Recording key parts or key explanations in your lesson
- Take it outside for children to explore around the school at different times of the year
- Have students work in small groups to solve problems and then videotape the solutions they come up with as a group
- Special Needs – Deaf children (use camera to film spellings shared by teacher at school so they can take it home to learn and share with siblings and parents.
- Record good examples of classroom practices/content teaching for professional development
- To slow down any quick moving action
- Create a film tour of the school for visitors or younger students
- Make a visual representation of a poem
- To collect composition ideas
- Record a puppet show
- Make a commercial when they finish a book
- Ask faculty groups to make a video at the end of curriculum development
- Create a virtual field trip
- To record a video introduction for a partner class
- To make promotional advertisements for a school club
- For a peer assessment on work by students at another school, posted on a blog
- Use as a "reaction-cam" to record students' thoughts, feelings, etc. as they take part in a role play or simulation game, eg. The Trade Game...
- As a motivational tool
- Make a hyperlinked story or tour.

Overview of Flip Video Camera

- To record work experience
- To make a video alphabet
- A conference documentary
- To demonstrate a social language skill
- To record a trip/walk/experience from the pocket of your blazer
- Videotape using a Chroma key to add authentic backgrounds on the movie
- To observe and record weather conditions.
- the end of curriculum development

Other ideas:

- Daily commentary on news events
- Interviews of community members
- Digital storytelling
- Skits or plays
- Creative Video Projects
- Kids telling of important upcoming school events
- Record speeches, presentations, guest speakers
- Science Fair Projects
- History reports
- Film students during the first week of school and ask them what their goals are for the year
- Film the progression of fluency
- Film a completed project of a student before you send it home
- Capture hands-on learning - put clips together for a full-year video
- Videotape Wii Fit positions for use in the classroom to provide physical breaks from classroom structure
- Conduct a picture scavenger hunt
- Film special guests and speakers
- Create a video time capsule
- Capture highlights from special events or field trips
- Make a video of playground rules, lunchroom rules, classroom rules etc., and show to new students
- Make commercials
- Virtual Field Trips
- Assessments
- Reader's Theater
- Create a video for Pen Pals
- Demonstrating processes: e.g. sequential movements in science experiments
- Interviews with guest speakers
- Documentary as student research projects
- Training of public speech skills
- Video casting of procedural progress of a class project
- Visual portfolio of work
- Capturing of group discussions
- Recording and evaluating foreign language competencies

Overview of Flip Video Camera

Checklist for Video Recordings in Teaching and Learning Activities (from *The Center for Instructional Technology* at James Madison University in Harrisonburg, Virginia)

- Write scripts if a “to-be-captured” video clip has the purpose of providing instruction, direction or guidance
- Preview the video shooting location
- Keep the Flip on a platform as stable as you can, using a tripod if possible
- Make sure the location is illuminated with daylight or a light source to show the details of an object
- Minimize extraneous background noise
- Follow a storyboard if possible
- Capture clips in short segments of 8-10 seconds
- Avoid zoom and pan if the plan is to post the footage online
- Maintain slow and stable movement if you have to move while capturing
- Capture the objects as close as you can

When using Flip Camera in your class, *The Center for Instructional Technology* at James Madison University in Harrisonburg, Virginia suggests:

- give students **guidance** on how to use a Flip Cam and **advice** on intellectual property issues when they capture, edit and share the videos.
- make the videos **short** when you use them in classroom teaching because students usually have short attention span while learning. 5-10 minutes is a good length for a video clip.
- give students **evaluation criteria/rubrics** before they start their projects or assignments with Flip Cams. See sample.

Critical Instructional Sequence

According to renowned author and researcher Robert Marzano, all lessons should include the following key components:

- **Previewing:** The teacher should introduce the content to the students.
- **Chunking:** The content should be delivered in small, digestible chunks of information.
- **Scaffolding:** Teachers should show how one piece of information correlates to the others and build up to the point of the lesson.
- **Pacing:** The teacher must make sure students can keep up but at the same time not get bored.
- **Interactivity:** Be interactive for students.
- **Monitoring understanding and providing feedback:** Students also must be able to understand the material and provide feedback
- **Reflecting and summarizing:** Students must also be able to reflect and respond to what they have just learned.

Flip Video Ultra Basics

Getting Started

1. Turn the **Power** on by sliding the switch located on the right side of the device down.
2. The time at the bottom left displays how much recording time is available.
3. Push the power switch down again to turn off the Flip Video.



Recording

1. Press the **RED** button to begin recording.
2. Press the **RED** button again to finish recording.
3. Press the (+) and (-) buttons above and below the red button while recording to zoom in and out.

Playing Back Your Videos

1. To select a video you have just recorded, press on either **arrow [<] or [>]** to the right or left of the red button to locate your video.
2. Press **Play ▷** button once you have selected the desired video.
3. Press the **Play ▷** button again to stop the video.
4. Press the (+) and (-) buttons above and below the red button to control volume (four increments).



Flip Video Ultra Basics

Deleting Videos:

One Video

1. Choose the video you want to delete with the arrow buttons.
2. Press the **Trash** button (top right) until the camera asks "Delete video?"
3. Press the **Trash** button again to delete the selected video
4. A screen will appear confirming deletion.

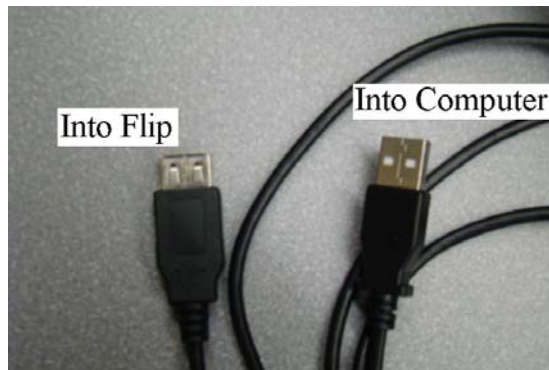
All Videos

1. Press and hold the **Trash** button (top right) down until the camera asks "Delete all videos?"
2. Press the **Trash** button again to delete **all** the videos.
3. A screen will appear confirming deletion.

To **cancel the deletion of videos** when the "Delete video?" or "Delete all videos?" message is displayed, wait several seconds without pressing any buttons.


Transferring Videos to the Computer

1. Turn off the Flip Video and then turn on the computer (if it's not already on).
2. Plug in the USB cable into the computer (the smaller end is the one that goes in the computer)
3. Flip the USB connector on the Flip Video out by sliding the latch on the side down.
4. Connect the open end of the cable to the USB connector on the Flip Camera. (Hold the casing around the USB connector on the Flip Video for support)
5. A window will pop up on the computer screen after several seconds.
6. Scroll down and select the option: **Open folder to view files using Windows Explorer.**
7. Click **[OK]**
8. A new window will appear on the computer screen.
9. Open the **DCIM** folder.
10. Open the **100VIDEO** folder.
11. You can now view all your recorded videos.
12. Select/highlight the videos you wish to transfer.
13. Right click and select **copy** (or press **<Ctrl> <C>**).
14. Open the folder or location to which you wish to transfer the videos.
15. Right click and select **paste** (or press **<Ctrl> <V>**) in the desired folder.



Flip Video Ultra Basics

Disconnecting the Flip Video from the Computer:

1. When you have finished transferring all your videos, close all the open windows.
2. Click the **Safely Remove Hardware** button (the icon with the green arrow pointing left——at the right end of the task bar) If the button is not visible, press the double arrow button () to display it.
3. This should display a **Safely remove USB Mass Storage Device** message.
4. Click the **Safely remove USB Mass Storage Device** message.
5. You should see a **Safe To Remove Hardware** message.
6. Click on the message and the **Safely Remove Hardware** button () should disappear.

Note: If you have a second USB device plugged into the computer, the **Safely Remove Hardware** button will not disappear until you disconnect that device, too.
7. You may now carefully unplug the USB cable from the computer.
8. Carefully unplug the Flip from the other end of the cable and put the cable away.
9. Put the USB connector on the Flip back into the slot.

Making Movies with Flip Video & Microsoft Movie Maker 2.6



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Making Movies with Flip Video & Microsoft Movie Maker 2.6

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Overview

Basic Concepts:

- A Movie Maker **project** consists of all the parts of the movie:
 - Titles, still pictures, video clips, voice-over, music and audio, transitions, and credits
- When you've completed editing the movie, you "**render**" it—this takes all the parts and melds them together into one final movie file that you save on your computer

Basic Process:

- Plan your video (storyboard, script, etc.)
- Shoot video footage; collect your pictures and audio/music files
 - Save everything in one folder—your video project folder
- Import video, pictures, and audio/music to Movie Maker
- Edit the movie
- Finish/render the movie and save it to your computer

Details:

Plan and preparing for your video:

- Use a storyboard or a scene planning tool to plan your video
 - Plan for a 2 to 3 minute long video, max
- Write a detailed script for your video
- Gather any necessary props, costumes, etc.
- Practice acting out the scenes

Collect all the resources for your movie (i.e., your video, pictures, and audio/music files):

- Refer to Tips for Shooting Video
- Shoot your video and transfer it to your video project folder on the computer
- Collect and save any pictures and audio/music you want to use in your movie in your folder
- Be sure to document the source of any such resources

Build the movie using Movie Maker 2.6:

- Refer to detailed instructions that follow to build the movie project and then save it out as a movie file.

Publish the movie:

- Save the video out to SchoolTube or another Video hosting site.

Tips for Shooting Video

Story-telling Building Blocks

- In Writing the Basic unit = Word
Stories are made up of words organized into sentences and paragraphs
- In Video the Basic unit = Camera shot
Stories are made up of camera shots organized into scenes

Camera Shots

- Shoot a little extra at the beginning and end of each shot.
This will give you greater flexibility in editing
- Setting up a shot:
Decide how much of the subject you want to shoot. Either move closer or farther away or use the zoom to change the angle of view
- **Long shot (aka wide shot or establishing shot) (L)**
Establishes the setting of your scene; the location of your subject.
Do not overuse
- **Medium shot (M)**
More detail than a long shot, more of the subject, but still some of the background.
E.g., person from about the waist up
- **Closeup shot (C)**
Focus on the details of the subject
E.g., person from the top of the head to the top of the shoulders
- **Extreme closeup (XC)**
Focus on only a small part of the subject
E.g., address on an envelope, temperature on a thermometer, time on a clock
E.g., person from eyes to chin
Do not overuse

Composition

“Rule of Thirds”

Position key elements at intersection of lines

E.g., person’s eyes at upper left or upper right

E.g., horizon at bottom or top third



People

Leave enough but not too much headroom (space above head)

Avoid cutting people off at the neck, elbows, waist, knees, and ankles

Lead moving subjects

Keep subject on the trailing 1/3 vertical line

Leave space in front of a moving subject

Avoid distracting backgrounds

Sound

- Use microphones and headphones to ensure high quality sound
- Omnidirectional mic—collects sound from all directions; must remember to turn on and off
- Unidirectional mic—collects sound from one direction
- Lavalier mic (aka lapel mic)—attaches to the “talent”

Lighting

- Stay aware of the source of the light and the resulting shadows
- If necessary, use additional lights

Resources

The Atomic Learning Video Storytelling Guide

<http://www.atomiclearning.com/k12/storytellingindex.shtml>

Composing Basic Camera Shots

<http://www.atomiclearning.com/freeshots.shtml>

Video Composition Rules

<http://www.atomiclearning.com/k12/freerules.shtml>

Video Examples

<http://www.atomiclearning.com/k12/freeexamples.shtml>

Planning



Movie Project Planning

Group Name: _____

Group Members: _____

Project Title: _____

Project Description:

Movie Script Page 1

Video/Image/Title	VoiceOver Text	Sound/Music
Scene # 1		
Scene # 2		
Scene # 3		
Scene # 4		

Movie Script Page 2

Video/Image/Title	VoiceOver Text	Sound/Music
Scene # 5		
Scene # 6		
Scene # 7		
Scene # 8		

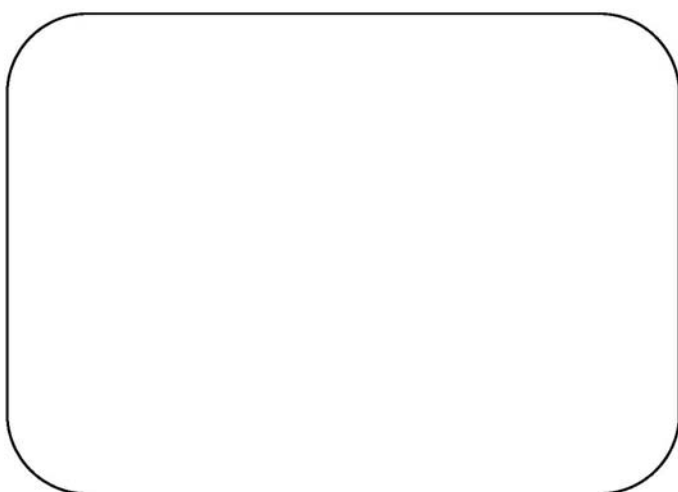
STORYBOARD PROJECT _____ SCENE

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Page 1





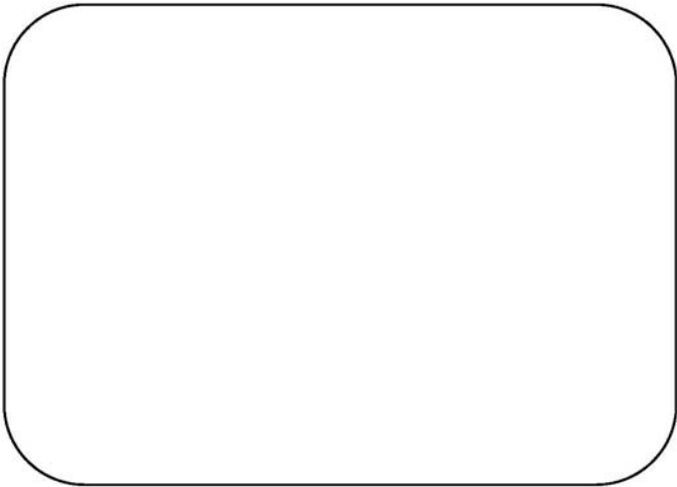


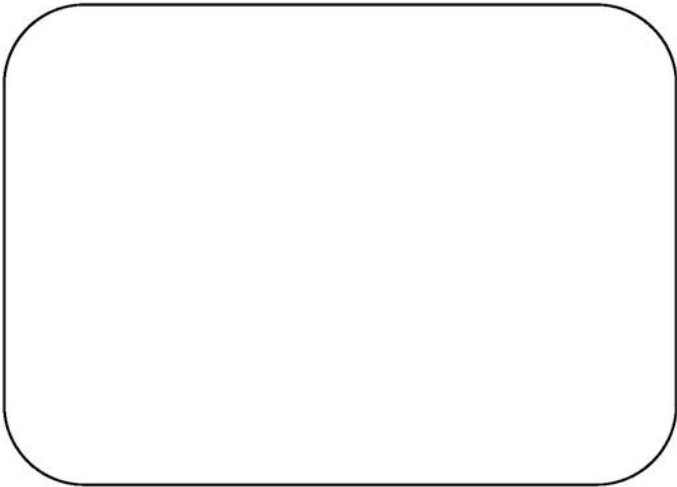


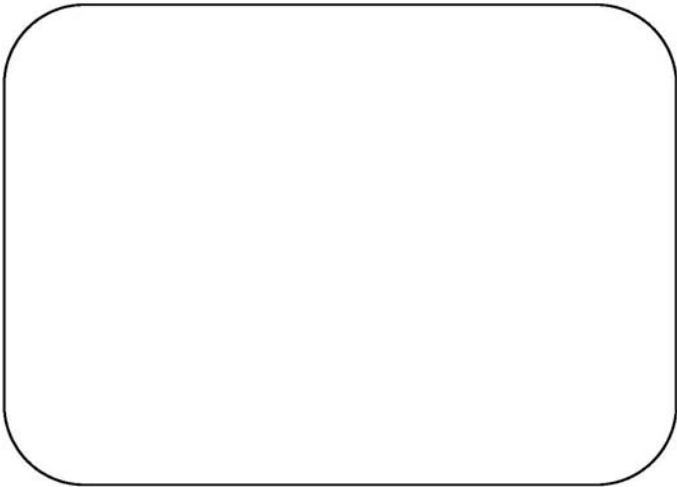
STORYBOARD PROJECT _____ SCENE

Page 2

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Gathering



Copyright and Fair Use Guidelines Review

What is Copyright?

According to the US Copyright Office of the Library of Congress, copyright is a form of protection provided by the laws of the United States (title 17, U.S. Code) to the authors of "original works of authorship," including literary works; musical works; Dramatic works; pantomimes and choreographic works; pictorial, graphic, and sculptural works; motion pictures and other audiovisual works; sound recordings; and architectural works.

The absence of a copyright symbol © does not indicate that material is without copyright restrictions. Most nations follow the Berne copyright convention recognizing works created after April 1, 1989 to be protected whether or not a copyright notice is present

What is Fair Use?

The fair use doctrine allows certain materials to be used for nonprofit, educational purposes without fees or permission and balances the exclusive protection of copyright law. The 1976 Copyright Act put forth four criteria to determine fair use: 1) purpose and character of the use, 2) nature of the work, 3) amount used and 4) effect of the use on the work's potential market value.

What are the Guidelines for Educational Use of Multimedia?

A 1994 Conference on Fair Use (CONFU) developed guidelines to determine fair use portions of copyrighted works in educational multimedia projects:

Motion Media - Up to 10% or 3 minutes (whichever is less)

Text Material - Up to 10% or 1000 words (whichever is less)

Poem - An entire poem of 250 words or less may be used, but no more than three poems by one poet or five poems by different poets from any anthology may be used

Music, Lyrics, Music Video - Up to 10 percent but no more than 30 seconds of a musical work may be used

Illustrations and Photographs - A photograph or illustration may be used in its entirety, but no more than five images by an artist or photographer may be used.

Numerical data sets - Up to 10 percent or 2,500 fields or cell entries, whichever is less, from a copyrighted database or data table may be used

Time Limitations

- Educational multimedia projects created under these guidelines may be used for up to two years after the first instructional use with a class
- After two years, use of such materials, even for educational purposes, requires permission for each copyrighted portion incorporated in the production

Copying and Distribution Limitations

- Only two copies of the educational multimedia projects created under these guidelines may be used
- Of those copies available for use, only one may be placed on reserve in the college library or learning resources center for student self-study on site
- One additional copy may be kept for preservation purposes, but it may only be used or copied to replace a lost, stolen, or damaged use copy
- Each principal creator of a joint project may keep one copy of the program for use in peer conferences or for inclusion in a student or professional portfolio

What Permission is needed to Use Copyrighted Materials

In order to use an excerpt from an Internet document, you should list the source according to accepted bibliographic citation practice. However, acknowledging the source of copyright does not substitute for requesting permission to use an entire work or material not covered by the fair use guidelines.

You should email the author of Internet material and include the following information:

- Your name and email address
- Request permission to use copyrighted work
- Identify the group to which Internet material will be distributed
- Explain how you will use material and how much you will use
- Indicate how many copies you wish to distribute

You will usually receive a favorable reply to your request but do not assume that no reply equals permission.

- Keep received permission on file.
- Place a notice at the bottom of page or project crediting the original author, noting that you received permission on a particular date.
- Include the URL of the original source.

What are the Implications for use of media in Education?

- It is acceptable for a student to incorporate an approved portion of copyrighted material into a written or multimedia report or PowerPoint presentation. Such material should not be posted on a web site or included in a publication.
- Plagiarism of Internet material amounts to theft of intellectual property and can be dealt with the same as theft of physical property.
- Copyright is federal law. Violators can be fined and penalized.

How Do I Cite the Sources I Used?

Classroom Connect developed the following method to help students cite Internet sources as accessed through their Internet browsers. This method makes it easy for educators to check the accuracy of online sources their students cite.

For more info see <http://www.classroom.com/community/connection/howto/citeresources.jhtml>

WORLD WIDE WEB

Author or originator. Title of item. [Online] Date of document or download (day, month, year). URL <http://address/filename>.

ONLINE IMAGES

Author or originator. Description or title of image. [Online image] Date of document or download (day, month, year). URL <http://address/filename>.

ONLINE SOUNDS

Author or originator. Description or title of sound. [Online sound] Date of document or download (day, month, year). URL <http://address/filename>.

ONLINE VIDEO CLIPS

Author or originator. Description or title of video clip. [Online video clip] Date of document or download (day, month, year). URL <http://address/filename>.

Creating a Storage Location for your Movie Files

1. **Right-click** on the Desktop of your computer and choose **New** and then **Folder**.
2. Type the name for your movie project (Example: Fitness Positions Project)
3. As you gather the image, video, and music files for your movie, **save** all of them into this movie project folder.

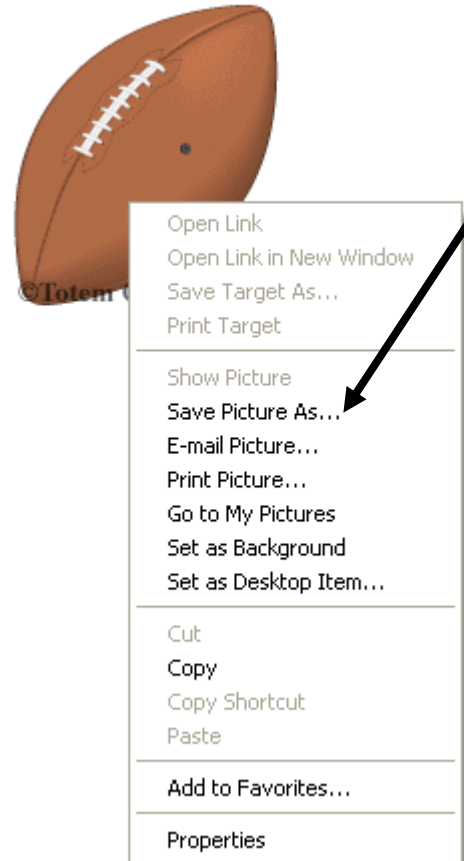
Saving Images, Sounds and Video

Saving an Image or Sound from an Internet Site

Google is a great site for images:
<http://www.google.com/images>

Partnersinrhyme is a great site for free music.
<http://www.partnersinrhyme.com>
Use the mp3 format for best results.

1. Locate the image or sound to be saved.
2. **Right click** the mouse on the image or sound file to get a drop-down menu.
3. Select "**Save Image As**" or "**Save Picture As**" to download an image...depending on the browser settings.
4. Select "**Save Target As**" for a sound file.
5. Navigate to the folder where the image or sound needs to be saved.
6. **Enter the name** you wish to use for this image or sound file.
7. Click **Save**.



Saving Videos from the Flip Video Camera to the Computer

1. Turn off the Flip Video and plug it in to the computer with the USB connector.
2. When the window pops up on the computer screen, scroll down and select the option: **Open folder to view files using Windows Explorer**.
3. Click **[OK]**
4. Open the **DCIM** folder in the new window that appears.
5. Open the **100VIDEO** folder.
6. You can now view all your recorded videos.
7. Select/highlight the videos you wish to transfer.
8. Right click and select **copy** (or press **<Ctrl> <C>**).
9. Open your video project folder.
10. Right click and select **paste** (or press **<Ctrl> <V>**) to paste the videos.

A stylized illustration featuring a black and white film strip with orange frames, curving upwards. Below it, a 3D printer in pink and purple is shown printing a colorful, abstract object. The printer has a blue extruder and a yellow nozzle. The object being printed is composed of various colored blocks and shapes, including green, blue, yellow, and red. The entire scene is set against a white background with a subtle grey shadow beneath the printer.

Creating the Movie

Introduction

- Windows Movie Maker 2.6 is a video editing software for use with computers that have Windows Vista loaded as their operating system. It will also work on Windows 7
- The movie you work on in Movie Maker 2.6 is called a project until it's finished and exported to a final viewing format.
- Movie Maker 2.6 is located in the Programs portion of the Start Menu.
- Before starting any movie project, it is very important to create a folder to store all of the files you will use in the movie.
- If you have already collected items for the movie, make sure you move those items into this movie project folder.
- If you record narration in Movie Maker 2.6, please make sure you navigate to this movie project folder to save the file. By default those files would be stored in a Narration folder in the My Videos folder.
- It is also important to save the Movie Maker 2.6 movie project in this folder as well.
- If you rename the movie project folder or any of the files you have already imported into Movie Maker 2.6, the link to those files will be broken and you will see a broken graphic icon in the Movie Maker 2.6 window.
- You can remap the "broken link" clip to the correct location by double-clicking on the clip and browsing out to the location where the clip is now stored. The key point is to try NOT to rename your files and folders after starting the movie project.



Movie Maker Views (See screenshots on following page)

Collection Pane: Raw footage from a video source is called a collection. Each collection is divided into clips by default during the recording process.

Movie Task Pane: Lists common tasks that you may perform when making your movie.

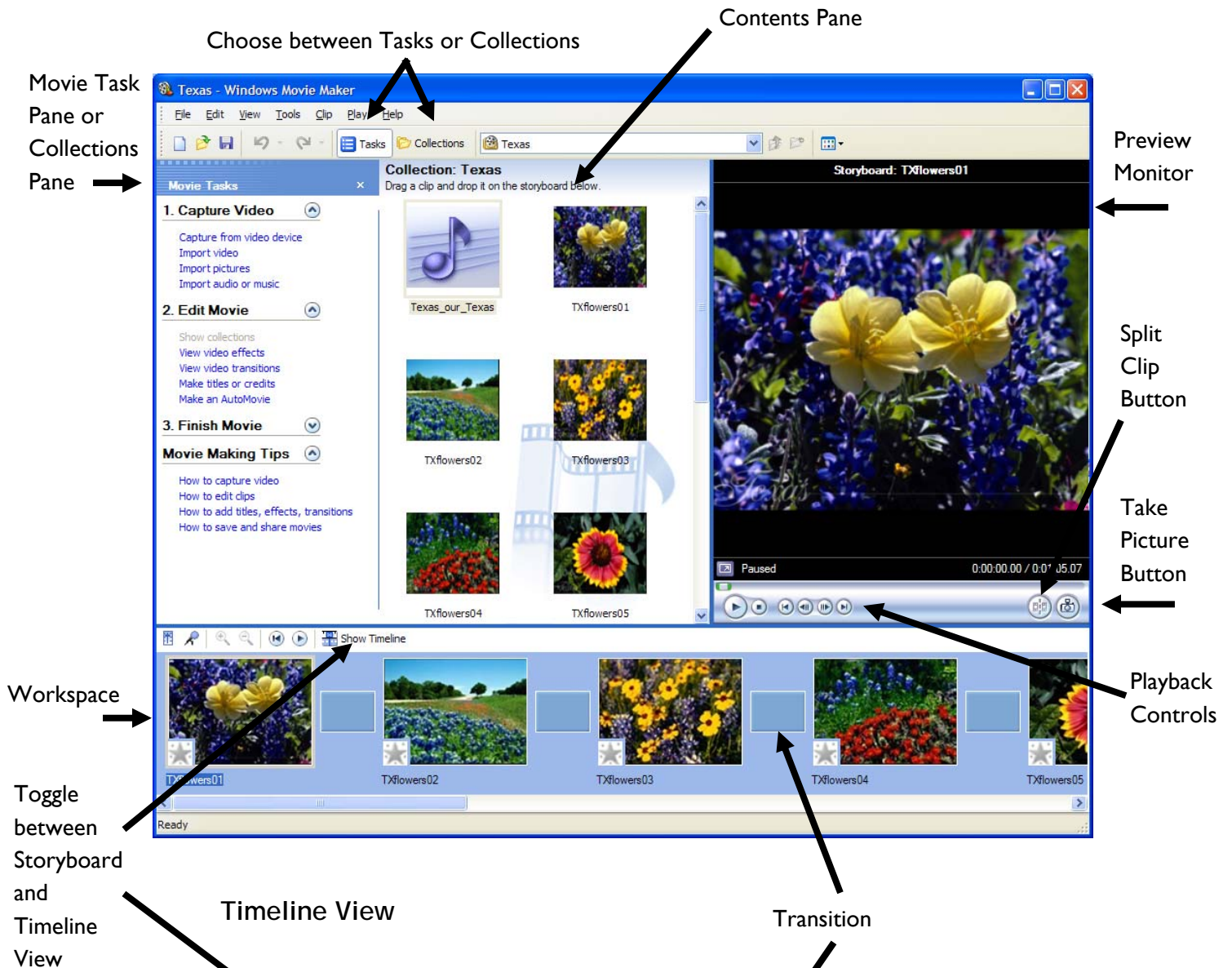
Contents Pane: Holds items you can put into your movie including video, audio, pictures, transitions, titles, and effects. You can view items as Details or Thumbnails.

Preview Monitor: This is in the upper-right corner of the screen where you can play movies from a digital video camera and view your movie as you edit it. All the playback controls are located here.

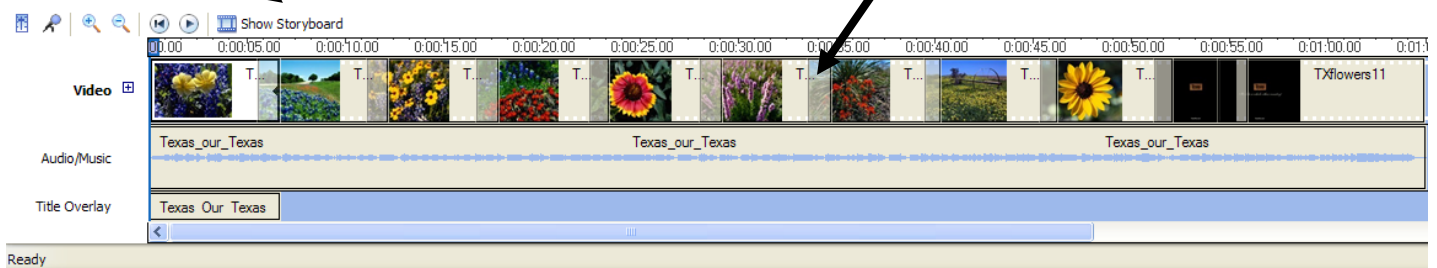
Workspace: The panel at the bottom of the screen where all the editing occurs. You drag your clips from the contents pane into the workspace to edit your movie. The workspace can be viewed in either Storyboard View or Timeline View. The Storyboard graphically shows your clips while the Timeline displays the relative length of each clip.

Creating the Movie

Storyboard View



Timeline View



Creating the Movie

Starting a New Movie Project

1. Make sure all of your images, videos, and music files are stored in your movie project folder on the Desktop of your computer.
2. Choose **Start → All Programs → Windows Movie Maker 2.6**
Windows Movie Maker will open with a new blank project.
3. Under the **File** menu, choose **Save Project**.
4. Make sure your movie project folder is showing in the **Save in** box.
5. Enter a name for your project and click **Save**.

Importing Video from a Movie/Video File

1. Click on the **Tasks** button in the tool bar to display the Movie Tasks Pane.
2. In the Capture Video section of the Movie Tasks Pane click on **Import video**.
3. Navigate to your project folder and click once on the movie you wish to import.
Tip: If you want to import all the videos in this folder at one time, hold down the Ctrl key and tap on the A key to select all the videos in the window.
4. **Deselect** the box at the bottom of this window beside “Create clips for video files” so your movie will not be broken into separate clips.
5. Click **Import**.
6. Click on the **Collections** button in the toolbar.
7. Notice, the movie file/clips have been imported into a new collection folder with the same name as the movie file name. Rename this collection if necessary. Make sure it stays selected when done. If you imported more than one video clip, a collections folder was made for each video clip. Move all of those clips in one project folder before proceeding. Then delete any empty Collections folders.



Importing Images

1. Click on the **Tasks** button in the tool bar to display the Movie Tasks Pane.
2. In the Capture Video section of the Movie Tasks Pane click on **Import pictures**.
3. Navigate to your movie project folder.
4. If you want to import all the pictures in the window, hold down the CTRL key and tap on the A key to select all of them at once. If you want to only select a few of the pictures, hold down the CTRL key and click on each picture you wish to import. Once all of the pictures you want are selected, you may release the CTRL key.
5. Click **Import**.

Importing audio

1. In the Capture Video section of the Movie Tasks Pane click on **Import audio or music**.
2. Navigate to your movie project folder.
3. Select all of the audio/music files you wish to import.
4. Click **import**.



Note: This helps you keep all of your movie project files in one collections folder.

Important: You must give credit if you use one of the images/videos from the DE streaming™ site in your movie. You may do that in the Credits at the end of the movie.

Creating the Movie

Building a storyboard

1. In the Storyboard View, drag the videos and pictures down to the storyboard in the order you wish them to appear in your final movie. To select multiple clips, hold down the Shift key while you click on them.
2. To rearrange your clips, just drag and drop them to a different location.
3. Under the **File** menu, choose **Save Project**.

Adding Transitions



1. In the Movie Tasks Pane, click on **View Transitions**.
2. Double-click on a transition to test it out. It will play in the Preview Monitor.
3. When you find the transition you want, drag it down to the Storyboard in between the two clips.
4. Repeat until you have all the transitions you want.
5. Under the **File** menu, choose **Save Project**.

Adding Video Effects

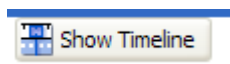

1. In the Movie Tasks Pane, click on **View Video Effects**.
2. In the Storyboard, click on the clip to which you wish to add an effect.
3. Press and drag the effect on top of the clip in the Storyboard. Notice the star in the bottom left corner of the clip is now active.
4. Right-click on that star and choose **Delete Effects** if you wish to remove the effect you just added.



Testing Your Movie



1. Click on the Rewind Storyboard button  in the Storyboard tool bar.
2. Click the Play Storyboard button  to play the movie.
3. After viewing your movie, make any adjustments you want to the movie clips and transitions.
4. Under the **File** menu, choose **Save Project**.

Trimming Clips

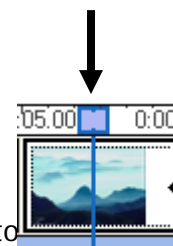
1. Click on the Show Timeline button in the Storyboard tool bar. 
2. In the Timeline view, click once the clip you wish to trim. You may want to Zoom in  so you can easily see the exact spot you wish to edit.
3. Move the pointer to the edge of the clip that needs to be trimmed. When a red two-headed arrow appears press and drag to the right or left to trim the clip. The clipped part can be restored by dragging it back out if it is clipped too much.
4. Repeat these steps until all desired clips are trimmed.
5. Under the **File** menu, choose **Save Project**.

Creating the Movie

Splitting a Clip

1. In the Timeline view, click once the clip you wish to split. You may want to Zoom in  so you can easily see the exact spot you wish to edit.
2. Drag the playhead to the place in the clip you wish to make the split.
3. Click the Split clip button  in the Preview Monitor window.
4. Under the File menu, choose **Save Project**.

Playhead



Creating a Still Image Clip

1. In the Timeline view, click once on the clip containing the picture you wish to capture.
2. Drag the playhead to the right until the picture is displayed in the Preview Monitor window.
3. Click the "Take Picture" button in the Preview Monitor window.
4. Make sure your movie project folder appears in the Save In: box and click Save.

Adding Titles

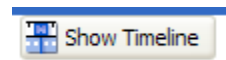
1. Click to select the clip where you want a title to appear in your movie.
2. Click **Make titles or credits** in the Movie Tasks window.
3. Under "Where do you want to add a title?" choose the desired location for the title.
4. Enter the text for the title.
5. Click on **Change the title animation** if you wish to make changes in the animation of the text.
6. Click on **Change text font and color** if you wish to make changes in the text style or color.
7. Make any desired changes and then click on **Done, add title to movie**.

Adding Credits

1. Move the playhead to the end of the movie. (This is optional)
2. Click **Make titles or credits** in the Movie Tasks window.
3. Choose **Add credits at the end**.
4. Enter the text for the title.
5. Click on **Change text font and color** if you wish to make changes.
6. Make any desired changes and then click on **Done, add title to movie**.

Adding Audio



1. In the Movie Tasks Pane, click on **Show Collections** in the Edit Movie section.
2. If necessary, click on the **Show Timeline** button in the Storyboard tool bar. Drag your music/audio clip to the Audio/Music level of the Timeline.
3. To move the clip just press and drag to the right or to the left.
4. To make one clip fade into another, drag the clip on the right to the left to overlap the clip on the right a small amount. A blue point appears as the audio clips overlap.
5. You may trim the clip the same way you trimmed the video.
6. To change the volume, right-click on the clip and choose **Volume**.



Creating the Movie

7. Drag the slider to the desired position and click **OK** to lower or raise the volume.
8. If you wish the music to **Fade In** and/or **Fade Out**, right-click on the clip and make those selections.



Recording a Voice Clip

1. Plug your microphone in the microphone port of your computer.
2. In the Timeline View, click on the clip on which you wish to start the narration.
3. Click on the microphone button  above the timeline to start the process to add a narration.
4. Speak into the microphone and watch the Input level. If the bar goes into the red, lower the slider on the Input Level.
5. Click on **Start Narration**.
6. Read your narration into the microphone.
7. Click on **Stop Narration** when finished.
8. The Save Windows Media File Window will automatically open. Make sure your movie project folder is showing in the Save in box.
9. Give your narration a **name** and click **Save**.
10. Click **Done** to close the Narrate Timeline window.
11. Click the Play Timeline button  to play your narration.

Tip: If you want your music to play in the background while your Narration is playing, press and drag the music clip to the left as far as you can on top of the narration in the Timeline.

12. Under the **File** menu, choose **Save Project**.

Testing Your Movie

1. Click on the Rewind Timeline button  in the Storyboard tool bar.
2. Click the Play Timeline button  to play the movie.
3. After previewing, make any adjustments desired to the movie.
4. Under the **File** menu, choose **Save Project**.

Finishing the Movie and Saving it to your Computer

1. In the Movie Tasks Pane, in the Finish Movie section, click on **Save to my Computer**.
2. Enter a **name** for your movie.
3. Click on **Browse**, find your movie project folder in the Destination folder window and click on it. Then click **OK**.
4. Click **Next**, **Next** and the movie will start saving. (Note: This may take several minutes depending on the length of the movie and amount of video used.)
5. When finished, leave the check in the "Play Movie when I click Finish" box and click **Finish**.
6. If you need to make any changes, make the changes and then follow the steps above to finish the movie again. You must use a different name for the movie if you finish it a second time.

Presenting



Sample Video Project Rubric

Name _____

Group Members _____

Skill Demonstrated	Exemplary (3 pts)	Proficient (2 pts)	Novice (1 pt)
Video is placed in tracks and transitions work smoothly.	Transitions are placed correctly and work smoothly. Transitions are timed uniformly and are consistent.	Transitions are in place and work well. Timing may be a small issue, but overall consistency has been achieved.	Transitions are not used or are used without consistency (all transitions are different). Appear skippy or jumpy and are timed either too short or too long.
Audio track is in place and in line with video tracks.	Audio track is timed to coincide with the content of the video at all times. "Dead air" is used only to emphasize a point.	Audio track is in place and is working correctly. A small amount of "dead air" may be apparent at the end of the video.	Audio track is positioned incorrectly or is not playing at all. Track has been edited inappropriately so that the music ends too abruptly.
Static titles are in place and working in video track 2.	Static titles are used appropriately and are in place in video track 2. Transparent areas are aligned with the content of the lower tracks. Transparency is in place and the lower video tracks do not interfere with the readability of text.	Static titles are used sparsely and are in place in video track 2. Transparent areas are not always aligned with the content of the lower tracks. Underlying video tracks interfere somewhat with the readability of the title.	Static titles are in the incorrect track, or are not used frequently enough to describe the underlying video. Titles mask the underlying video. Underlying video track contents interfere with the readability of the title.
Scrolling credits are in place.	Scrolling credits are used with appropriate lead-in and lead-out time.	Scrolling credits are used. Lead-in and lead-out times are off slightly causing text to appear to jump into or out of the frame.	Scrolling credits are used. Lead-in/lead-out times have not been used at all.
The text, images and music are appropriate for the content of the project.	Text is used to provide information on the topic of research. Images and music are appropriate to the project content.	Text is used sparsely to provide some information on the topic of research. Images and music are not always appropriate to the project content.	Text is used infrequently and does not convey enough information to provide background on the content of the project. Images and music are inappropriate to the project content.

Windows Movie Maker Project Rubric

Source: Teaching Guide for Curriculum Web produced by Barb Bird at <http://cuip.net/~bbird/teachingguide.htm>

	5	3	1
Graphics:			
Appearance	All graphics are clear and unpixelated	1 or 2 graphics are somewhat blurry	Several blurry graphics
Relevance	All graphics are relevant to topic	1 or 2 graphics are somewhat irrelevant	Several graphics do not belong
Timing	Graphics appear long enough to make their point, but not too long	1 or 2 graphics disappear too soon or remain for too long	Several graphics disappear too soon or remain for too long
Effects:			
Appropriate	All effects enhance pictures and augment the flow of the movie	1 or 2 effects distract viewer from intent of movie	Several effects are distracting
Transitions:			
Appropriate	All transitions enhance pictures and augment the flow of the movie	1 or 2 transitions distract viewer from intent of movie	Several transitions are distracting
Timing	Transitions last an appropriate amount of time	1 or 2 transitions go too quickly or drag out too long	Several transitions go too quickly or drag out too long
Titles:			
Contrast	Good contrast between text and background; easy to see	1 or 2 titles have poor contrast	Several titles have poor contrast
Font choice	Readable font; appropriate for subject	Font hard to read; distracts from subject	Font unreadable
Animation	Title animations are artistic and add interest	1 or 2 animations are distracting	Several animations are distracting
Timing	Titles are visible for an appropriate amount of time	Title timing is off - needs more work	Titles go too fast to read or last so long viewer gets restless
Audio:			
Relevance	Audio is relevant to Movie. Adds interest and encourages comprehension	Some audio is relevant, but some is just for fun	Audio distracts viewer from intent of Movie
Volume	All audio clips are the same volume	1 or 2 clips are louder or softer than others	Clips vary in volume, distracting listener's attention
Work Habits:			
Participation	Participation in the planning discussion was positive.	Some participation in the planning discussion was positive.	Participation in planning discussion was negative.
Useful ideas	Useful ideas were given.	Some useful ideas were given.	Few useful ideas were given.
Focus	I stayed focused throughout the process.	I stayed somewhat focused throughout the process.	I had problems staying focused throughout the process.
Decision-making	I made thoughtful decisions all the time.	I made thoughtful decisions some of the time.	I didn't make thoughtful decisions.
Best effort	I put forth my best effort every day.	I put forth my best effort most days.	I didn't put forth my best effort most days.

Windows Movie Maker Project Rubric - Simple Machines

Created at Rubistar by Ms. LeBlanc

Student Name: _____

CATEGORY	4	3	2	1
Attractiveness	Makes excellent use of font, color, graphics, effects, etc. to enhance the presentation.	Makes good use of font, color, graphics, effects, etc. to enhance to presentation.	Makes use of font, color, graphics, effects, etc. but occasionally these detract from the presentation content.	Use of font, color, graphics, effects etc. but these often distract from the presentation content.
Requirements	All requirements are met and exceeded.	All requirements are met.	One requirement was not completely met.	More than one requirement was not completely met.
Mechanics	No misspellings or grammatical errors.	Three or fewer misspellings and/or mechanical errors.	Four misspellings and/or grammatical errors.	More than 4 errors in spelling or grammar.
Content	Covers topic in-depth with details and examples. Subject knowledge is excellent.	Includes essential knowledge about the topic. Subject knowledge appears to be good.	Includes essential information about the topic but there are 1-2 factual errors.	Content is minimal OR there are several factual errors.
Organization	Content is well organized using headings or bulleted lists to group related material.	Uses headings or bulleted lists to organize, but the overall organization of topics appears flawed.	Content is logically organized for the most part.	There was no clear or logical organizational structure, just lots of facts.
Originality	Product shows a large amount of original thought. Ideas are creative and inventive.	Product shows some original thought. Work shows new ideas and insights.	Uses other people's ideas (giving them credit), but there is little evidence of original thinking.	Uses other people's ideas, but does not give them credit.