

# Tools Commonly Used

In Premiere Pro

# Bellwork

What tools do you remember using in Premiere Pro and what they do?

Talk to your neighbors about what you remember.

# Objective

Students will be able to:

- Understand the different tools in Premiere Pro
- Know which tool to use for different actions
- How to add text to their films

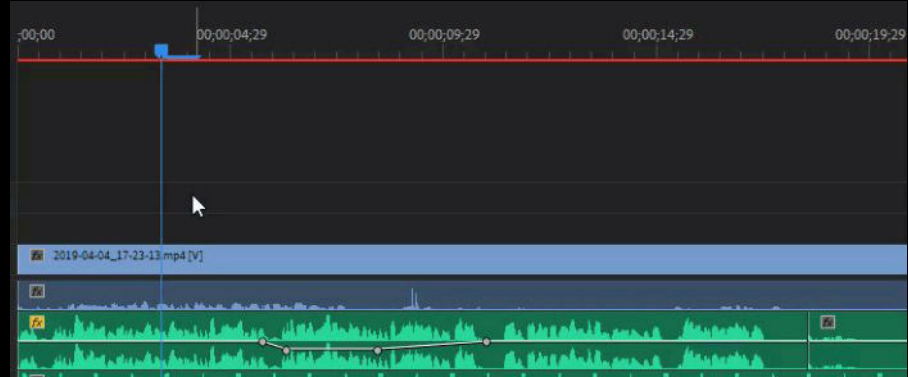
# The Mighty PLAYHEAD

The **Blue Vertical line** you see in the Timeline Panel on your sequence is your **Playhead**.

When you click play, this moves forward and this is what you are seeing in the **Program Monitor**.

Wherever this is is where you are working.

Typically when you are going through the sequence, whatever this is on usually highlights your clip.



# In & Out Points

# In and Out points

**In** and **Out** points define a specific portion of a *clip* or a *sequence*.

- *Marking* is the process of setting the **In** and **Out** points of a clip.
- The **In** point is the first frame you want to include in a *sequence*.
  - Keyboard Shortcut: **i**
- The **Out** point is the last frame you include in a *sequence*.
  - Keyboard Shortcut: **o**

In a typical workflow, **In** and **Out** points for a clip are marked in the *Source Monitor*.

You can also set the **In** and **Out** point in the Source Panel by the *brackets*.



# In and Out points

Adjusting a clip's **In** and **Out** points after it is edited into a *sequence* is called *trimming*. Typically, *trimming* clips modify how they play back in a sequence.

- For example, as you view the edit, you want to cut to the incoming clip a little sooner than you originally planned while marking clips.
  - To fix that problem, trim the clip using trimming tools in Premiere Pro.
    - Tools like the Razor Tool, pulling on clip edges with the Selection Tool, etc.



Insert and Overwrite



# Insert and Overwrite

**Insert** will insert your clip from the **Source Panel** onto your *Sequence* in the **Timeline Panel**. If your **Playhead** is between two clips, it will *push* everything from the right side back to put the clip in.

**Overwrite** will insert your clip from the **Source Panel** onto your *Sequence* in the **Timeline Panel**. If your **Playhead** is between two clips, it will *overwrite* everything to the right side of the **Playhead** for the entirety of the clip.

Keyboard Shortcut for **Insert**: ,

Keyboard Shortcut for **Overwrite**: .

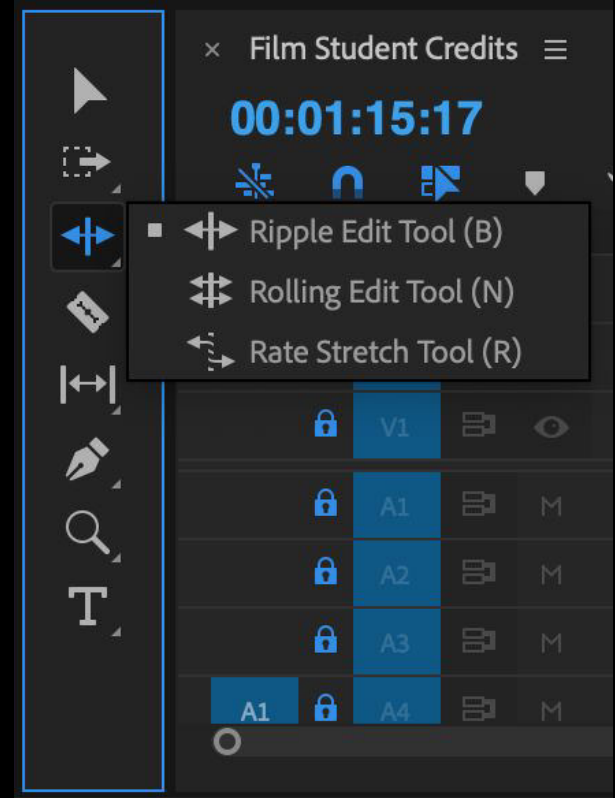
# The Toolbar



# The Premiere Toolbar

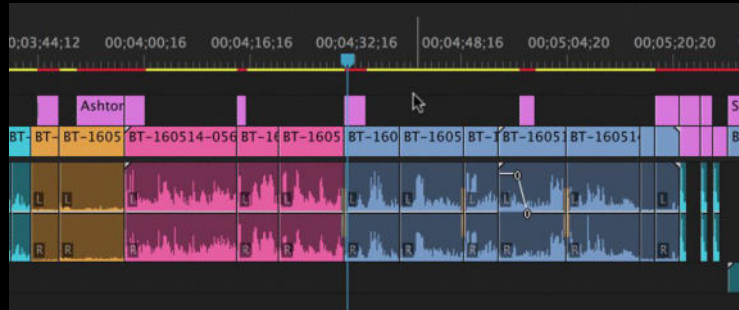
On Adobe Premiere's Toolbar, there might seem like there's only eight tools. There's more than what you see:

- Most of the tools in the Premiere Toolbar have alternate options, denoted by a small arrow in the bottom right corner of the tool icon.
- Click and hold on any tool bearing this mark to see a pop-up menu showing the other options that are available.



# Selection Tool

The **Selection tool** allows you to perform **basic selections and edits**. You can select specific edit points and perform simple trims. Select multiple clips and move them around within the timeline, from track to track.



Keyboard Shortcuts: **V**

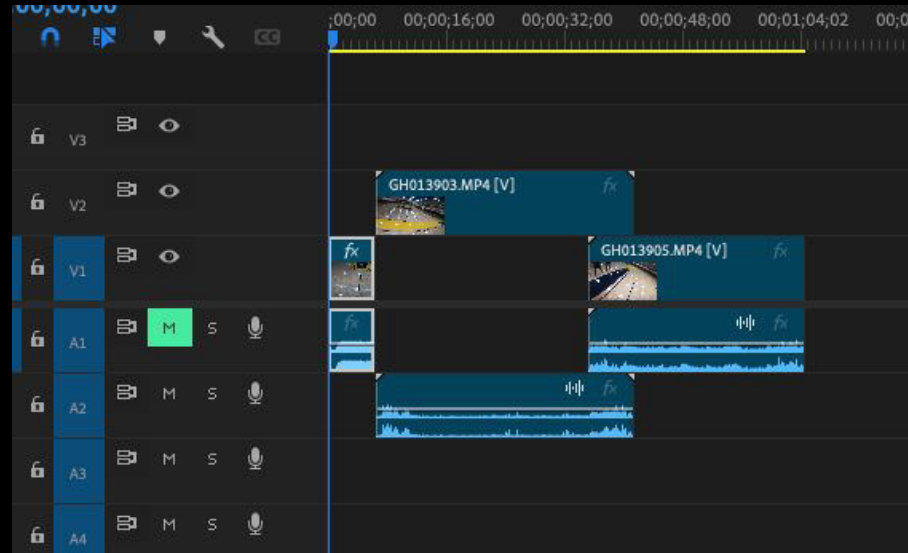


# Moving Your Clips Around the Timeline

You can move your clips up and down the sequence in your Timeline Panel, not just from left to right.

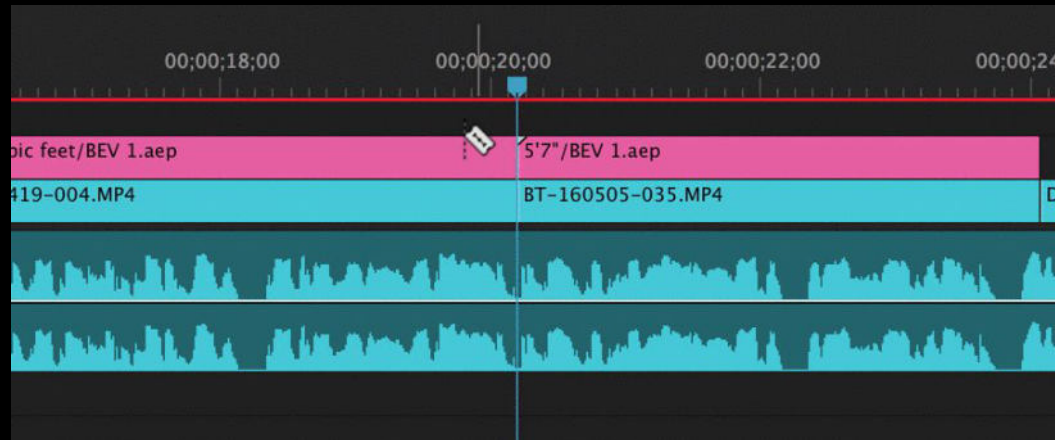
It is highly recommended to use multiple video/audio channels. This assists with not clipping over other video/audio clips when you move things.

Remember, whatever is on the higher video channels will cover over what is lower on the video channels.



# N - Razor

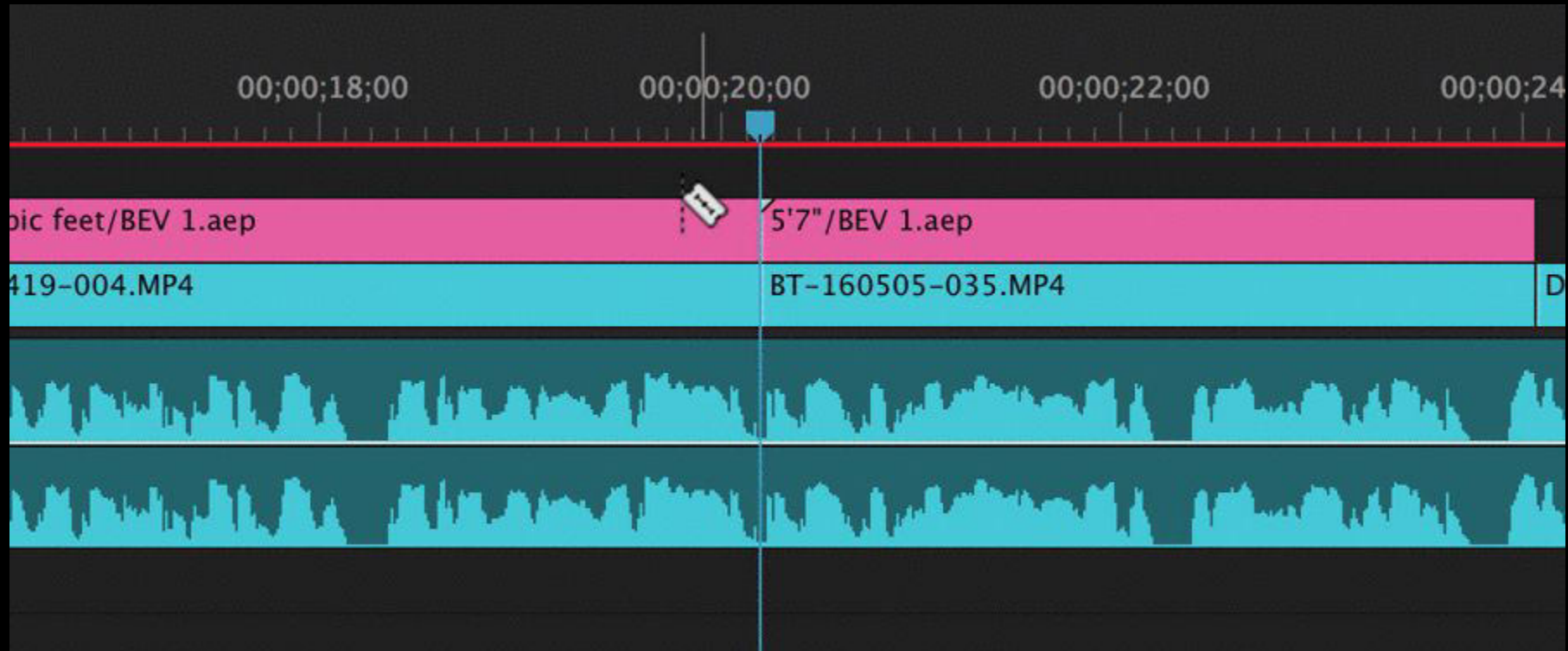
Using the **Razor** adds a simple edit point by *cutting* the clip wherever you use the tool. Holding *shift* while using the **Razor** will cut clips across all tracks, as long as they are not locked.



Keyboard Shortcut: **C**



# N - Razor

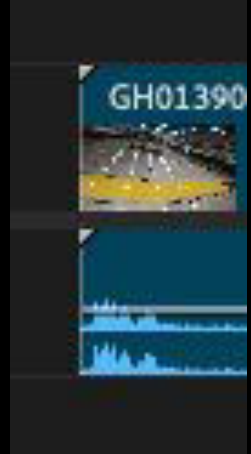


# Trimming Your Clips

When you place your clips on the Timeline and see little triangles at the corners like what is shown to the right here, it means it's to the very beginning or end of your clip.

Remember from our lessons that you should have a small grace period from when you begin rolling(*hit record*) to when the action begins, and then from when the action is cut to when you stop rolling(*stop recording*).

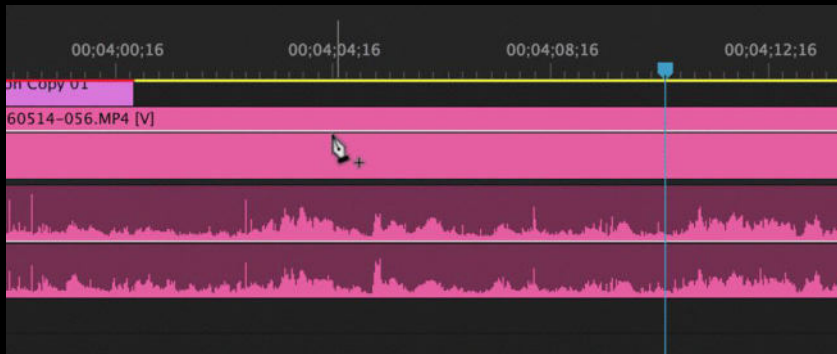
Because of this, make sure to trim your clips, especially if the Director says “**ACTION**” and “**CUT**,” as we don't want those in the final edit.



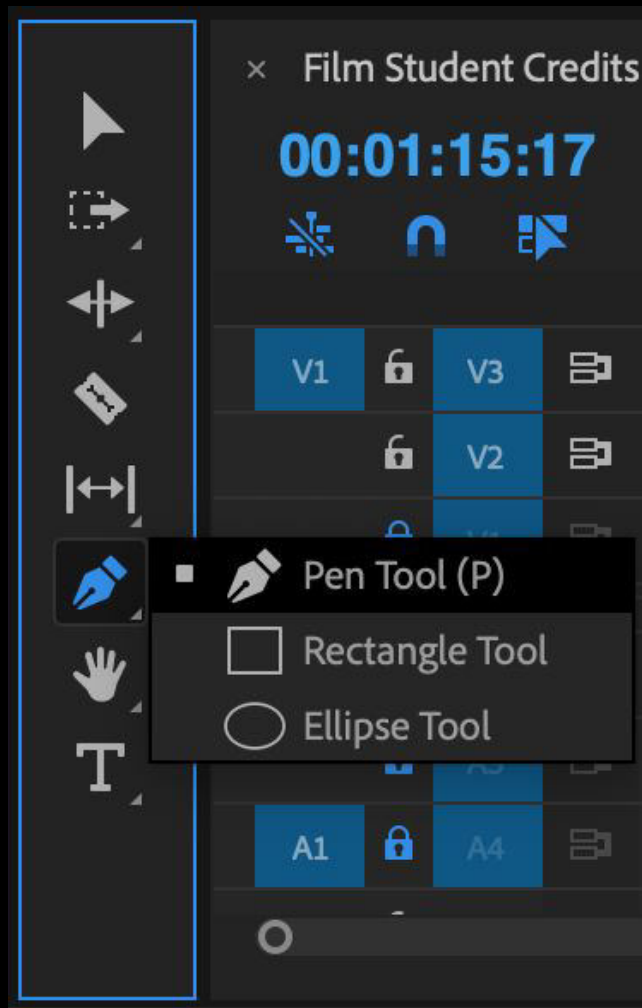


# Q - Pen Tool

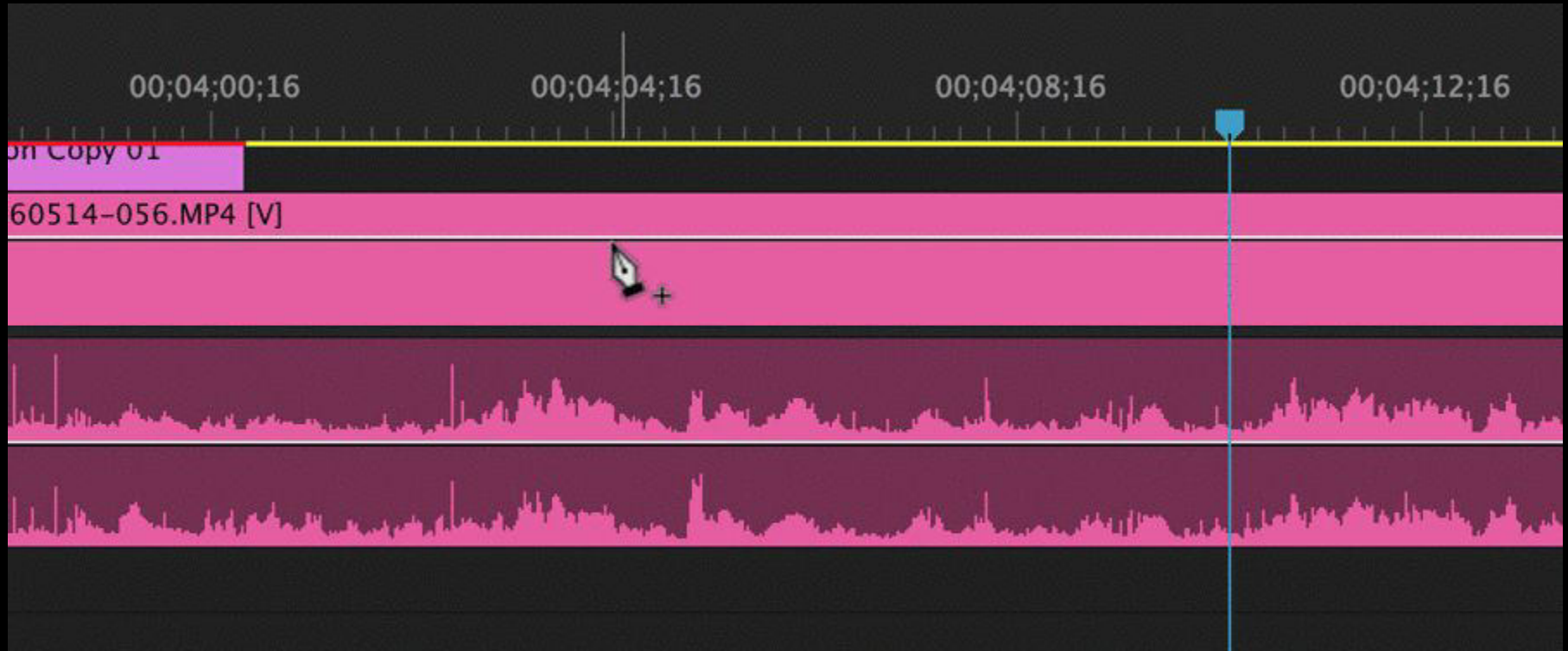
The Pen tool allows you to add **keyframes** to a clip. You can keyframe a wide number of attributes, including opacity, scale, position and even volume of an audio clip. Hold the alt key and you can add bezier curves to your keyframes.



Keyboard Shortcut: **P**



# Q - Pen Tool

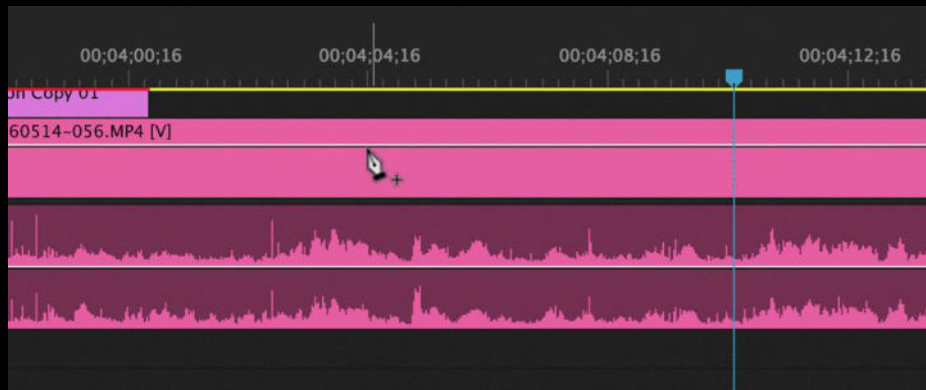


# What is a Keyframe?

A **keyframe** marks the point in time where you specify a value, such as spatial position, opacity, or audio volume.

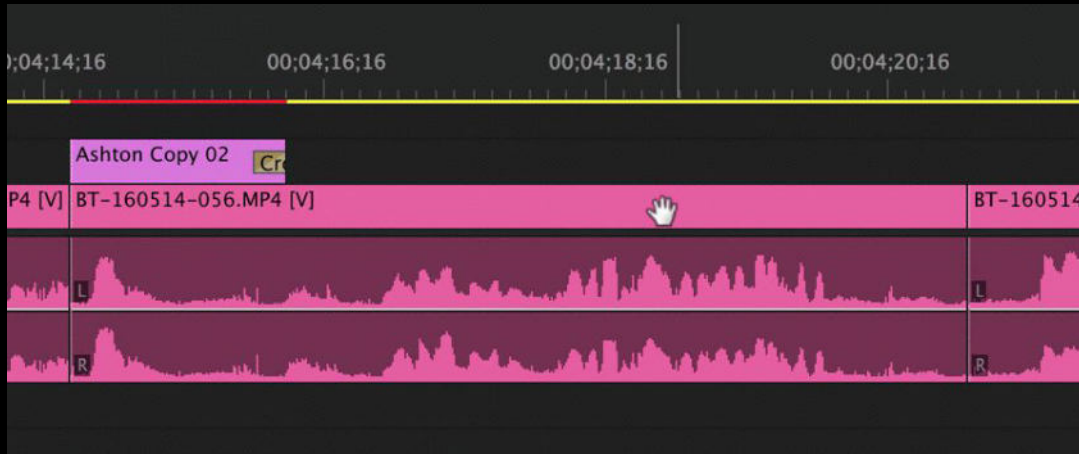
To create a change in a property over time, you set at least two keyframes—one keyframe for the value at the beginning of the change, and another keyframe for the value at the end of the change.

Bezier keyframes have handles that allow you to adjust the curve of the animation they produce.

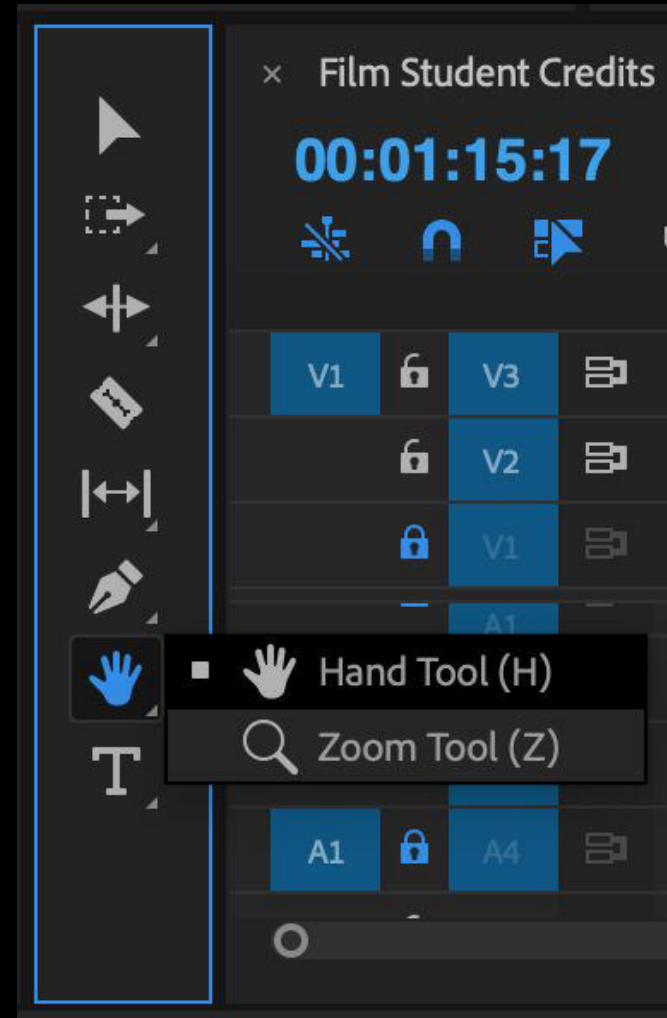


# T - Hand

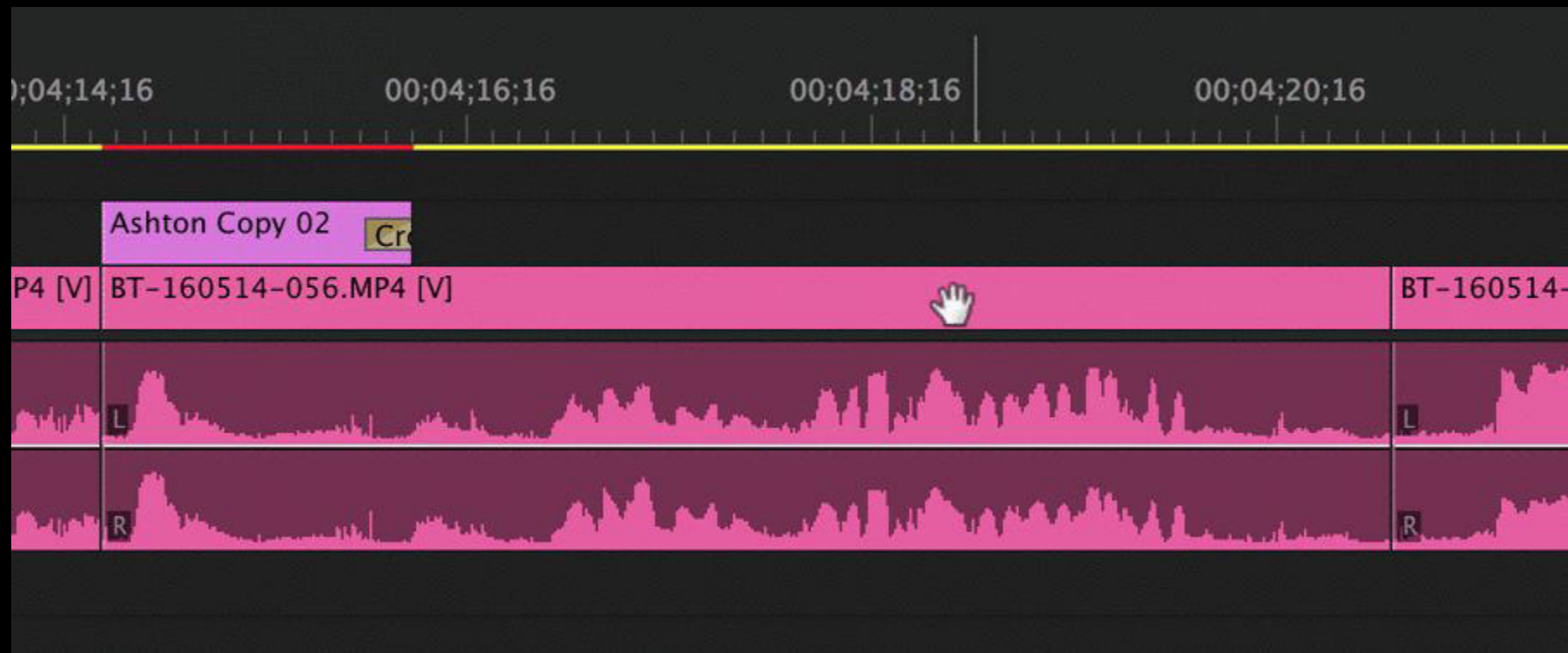
Using the Hand tool, you can navigate forward and backward on the timeline(as an alternative to the scroll bar at the base of the Timeline panel).



Keyboard Shortcut: **H**

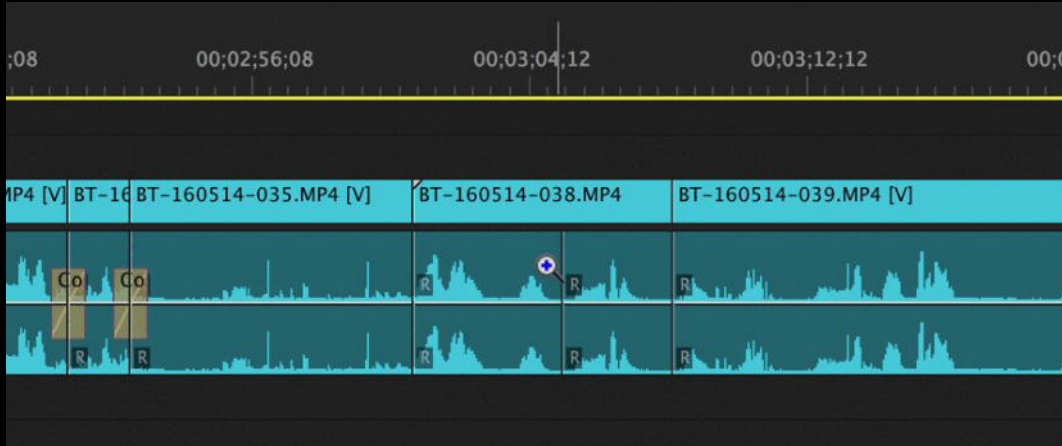


# T - Hand

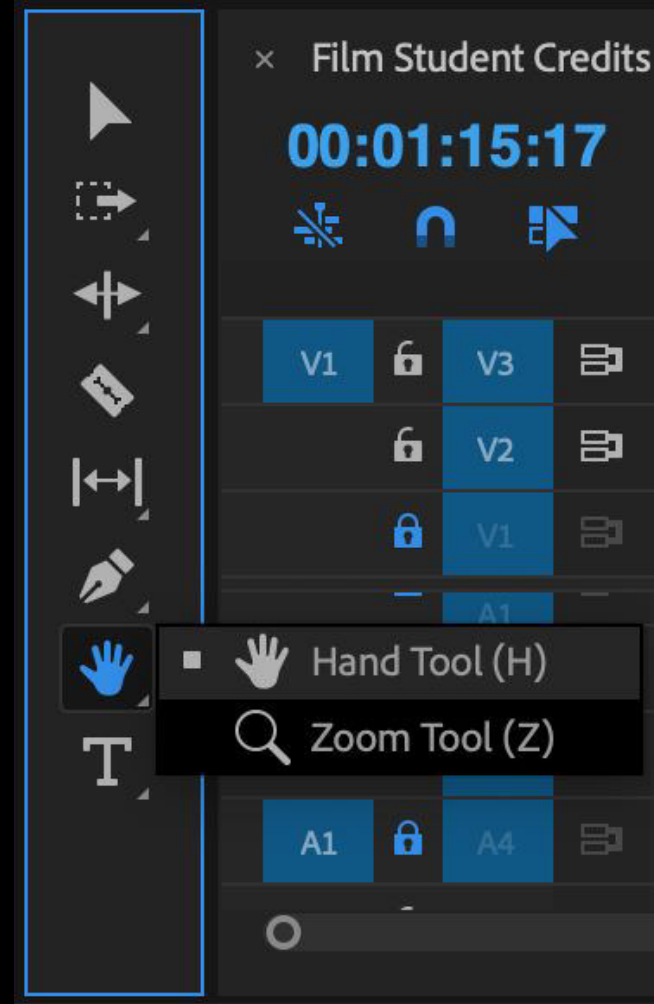


# U - Zoom

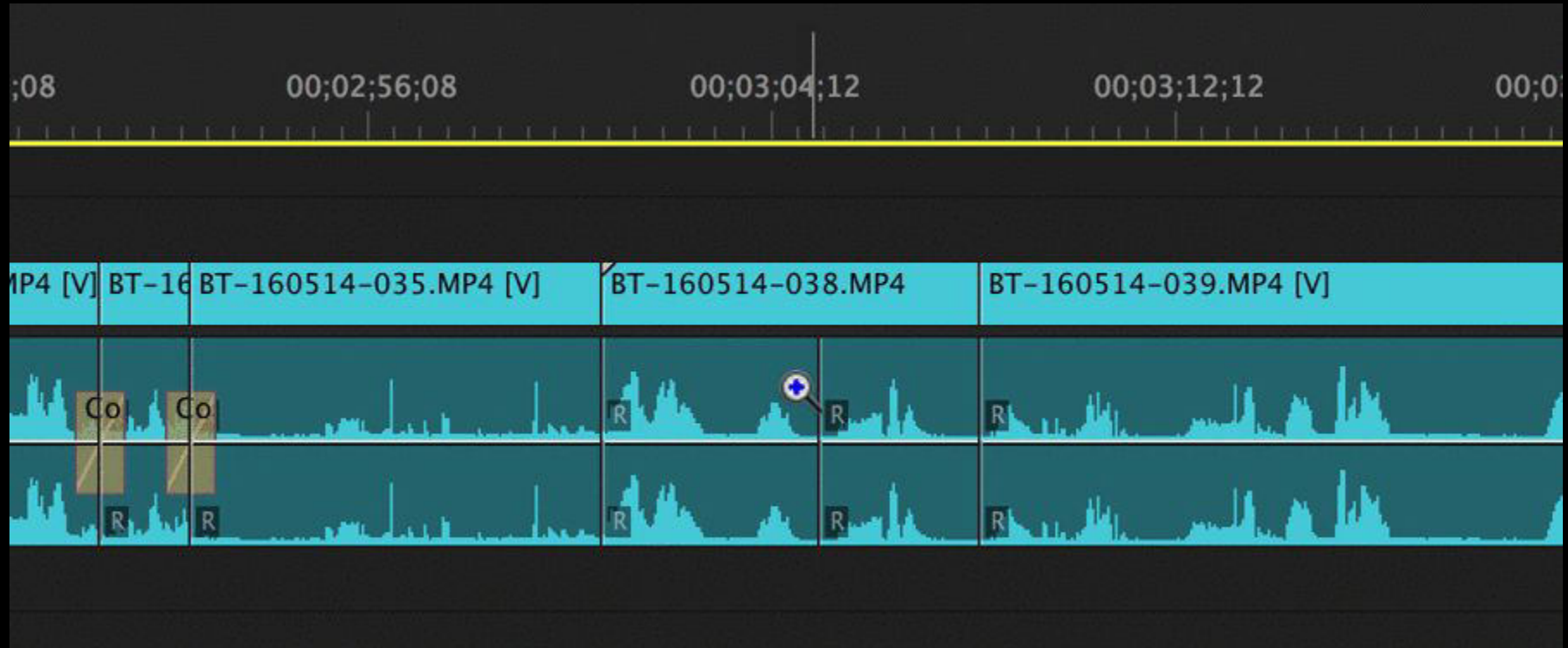
The Zoom tool allows you to zoom in and out of different areas of the timeline.



Keyboard Shortcut: **Z** (Holding the Option key lets you zoom out)



# U - Zoom





# Zooming on the Timeline

You can also do the following if you want to zoom in or out on the timeline:

- Hold Option + Scrolling with the Mouse over the timeline
- Slide the size of the scroll bar at the bottom of the Timeline to zoom in or out

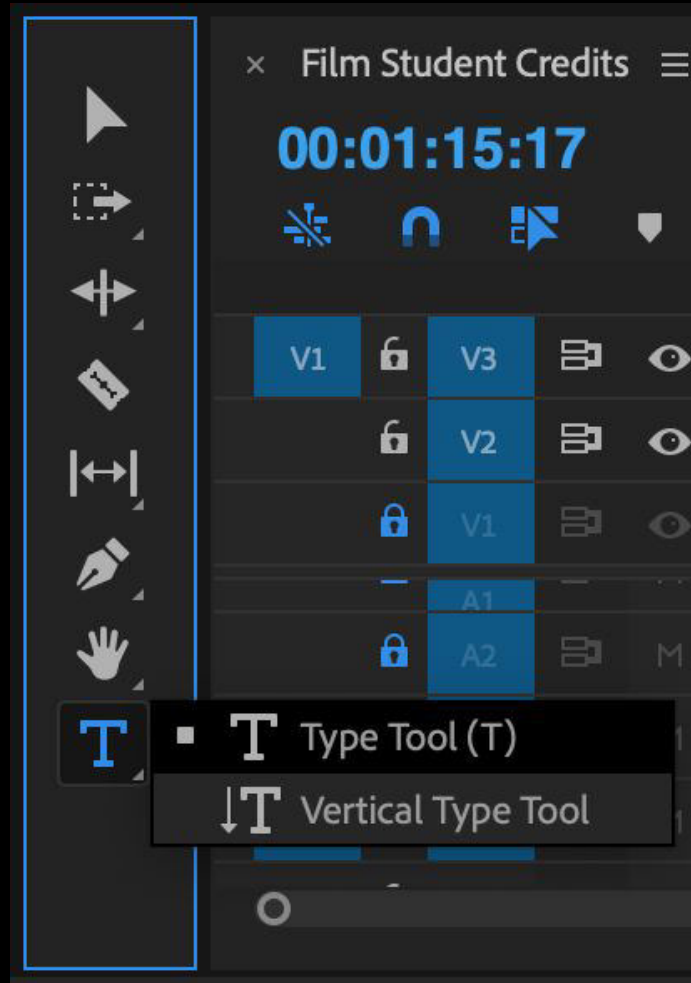


# V - Type Tool

To add text to your project, you click on this and then click wherever you want in the Project Monitor and drag out a text box.

This is where your text will appear.

Keyboard Shortcut: **T** (Holding the Option key lets you zoom out)

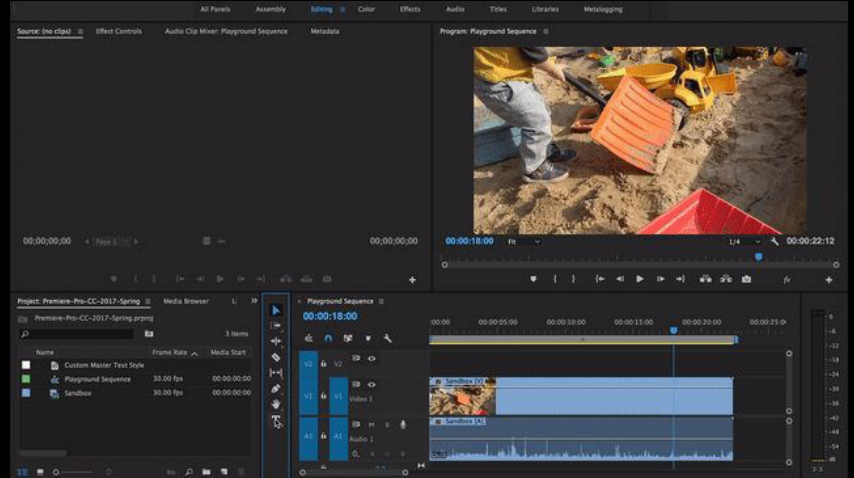


# Type Tool

Clicking on the **Type Tool**(Or *using the keyboard shortcut T*), you then click in the Program Monitor and can start typing.

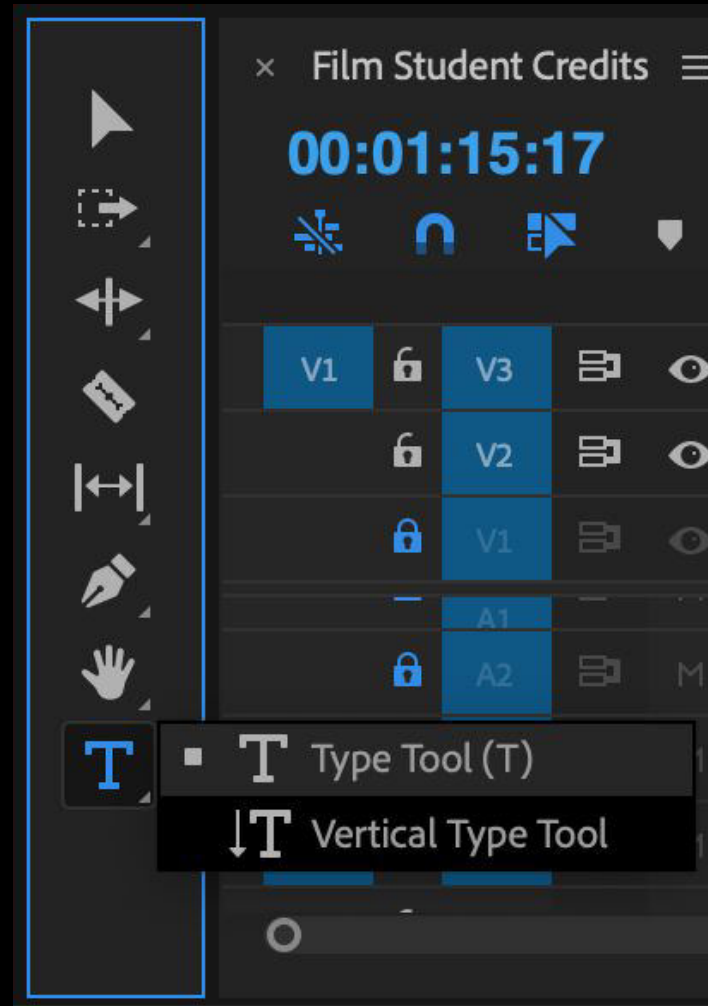
You can also click and drag a box to determine the area that your text will be in.

This will create a new clip on the sequence in the Timeline Panel where your Playhead is.



# W - Type Tool(Vertical)

This works just like the **Type Tool(Horizontal)**, but will just type in a vertical manner(top to bottom) instead of from left to right.



# Marker

Markers are a great tool for a lot of different reasons.

Clicking on the Timeline without any clips selected, you can use the keyboard shortcut **M** to put a marker in place.

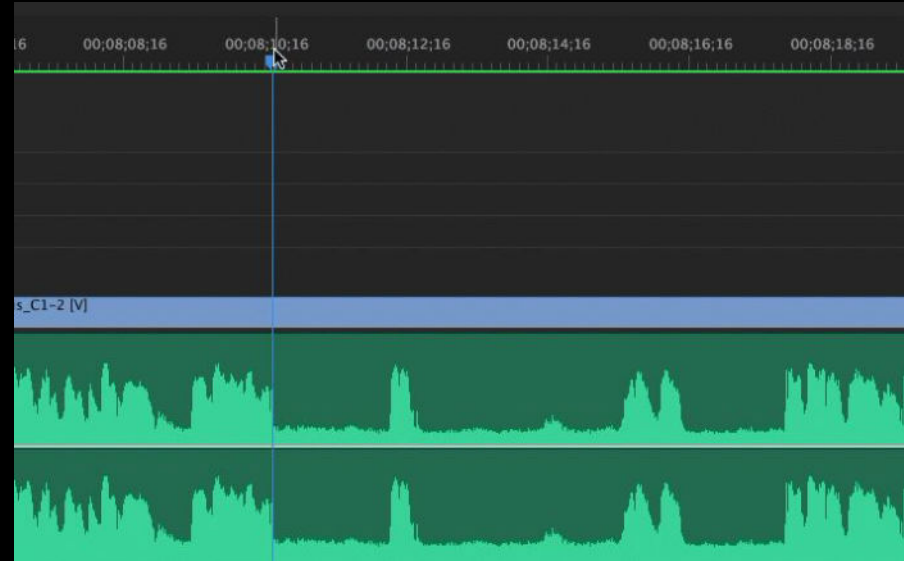
By default this is set to one frame, but you can drag out on either side for however long you'd like.

If you double click on the **Marker**, an options box will appear.

You can name the **Marker**, you can set the duration here for it, you can leave a comment in it.

You can also change the color for it.

You can also switch between different markers in this box, too.



Keyboard Shortcut: **M**

Adding Text

# Captions and Graphics Workspace

The **Captions and Graphics** workspace is where you will add and edit your **Text**. Use the Effects Panel to search for effects, and the Effects Control to adjust those Effects.

**A** | Source Monitor/Text

**B** | Project Monitor

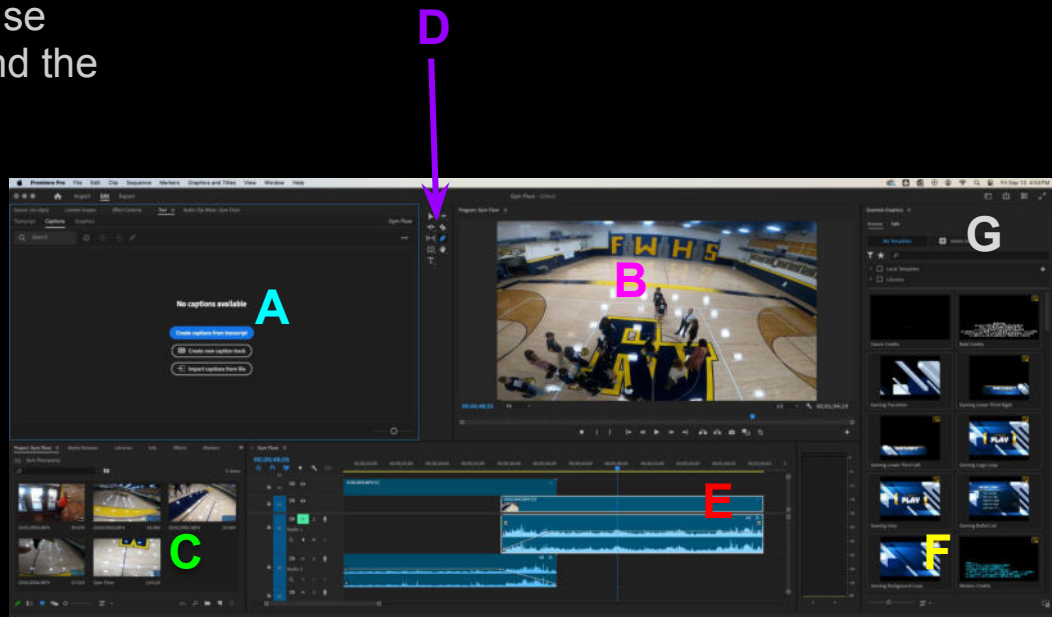
**C** | Projects Panel

**D** | Tools Panel

**E** | Timeline Panel

**F** | Audio Mixel Panel

**G** | Essential Graphics Panel



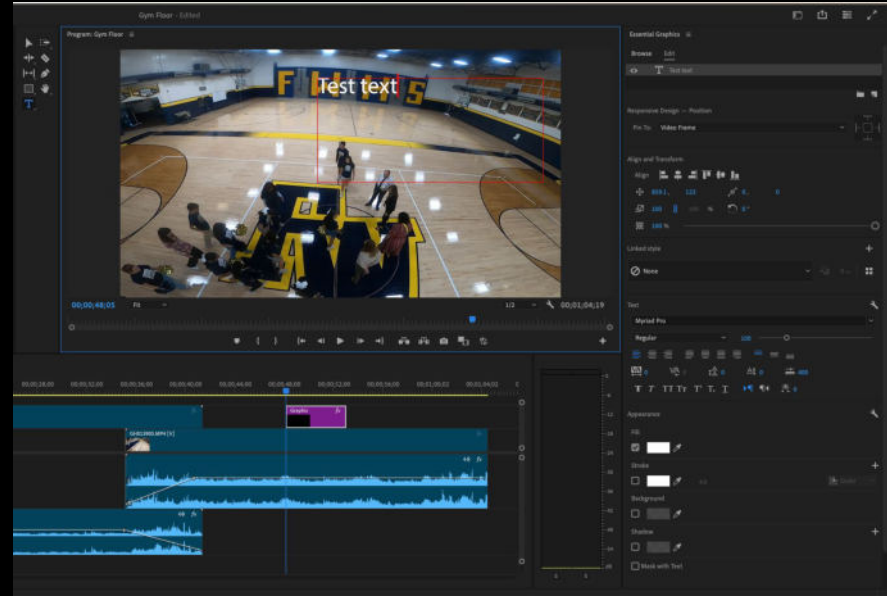
# Adding Text

With your ***text tool***, you click on any part of your *Program Monitor* and drag your mouse to create a text box.

This is the area you type in.

*If you type more than what is seen, you just need to drag out the text box to be larger or make your text size smaller.*

Once you have added **TEXT** to your timeline/Program Monitor, your Essential Graphics panel will change to allow you to edit your text.



# Editing Text

Once you have your text typed out, either have the text box selected with the **Selection Tool**, or have the text highlighted with your **Text Tool**.

In your Essential Graphics panel, you will see the **Text** options.

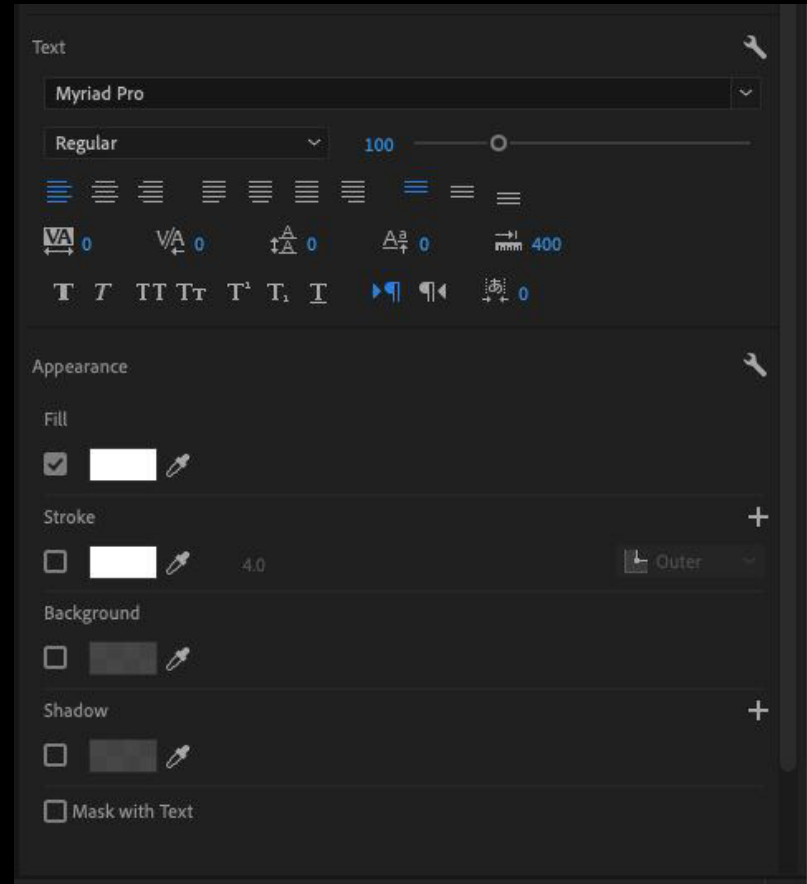
You can change your font style, size, and formatting here.

**Fill** is your font color.

**Stroke** will allow you to put a stroke around each letter. You can choose the color of the stroke. You can change the size of the stroke by the number next to the color selection. You can also choose whether the stroke is on the outside of the letter or inside it.

**Background** will put a background color behind your text.

**Shadow** will put a drop shadow on your text, and you can choose where the shadow is pointing at, etc.





# Align and Transform Text

From left to right on the Align section, you can do the following with your text box to the screen:

Align Left

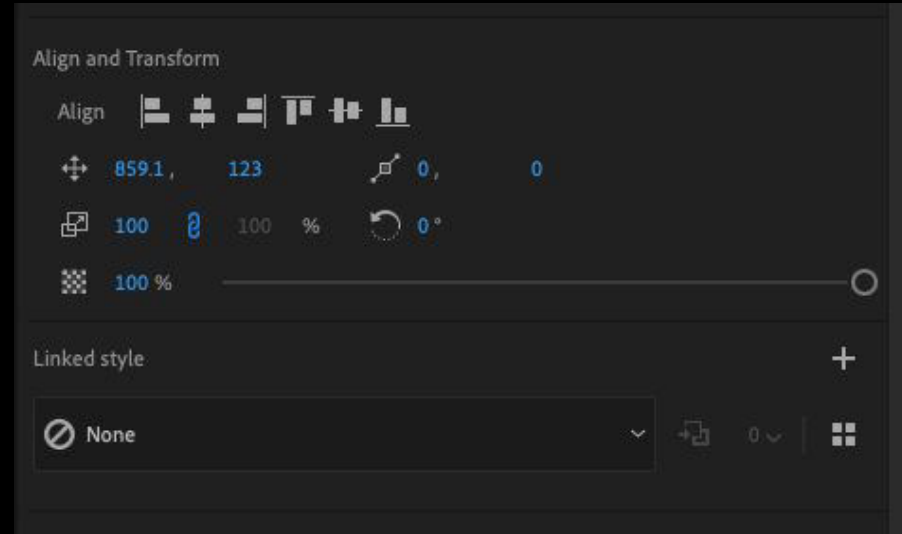
Align Center Horizontally

Align Right

Align Top

Align Center Vertically

Align Bottom



# Conclusion

What seems to make better sense now that you've seen this lesson than potentially using them for the first assignment?

Discuss with your neighbors and be prepared to share with the class.