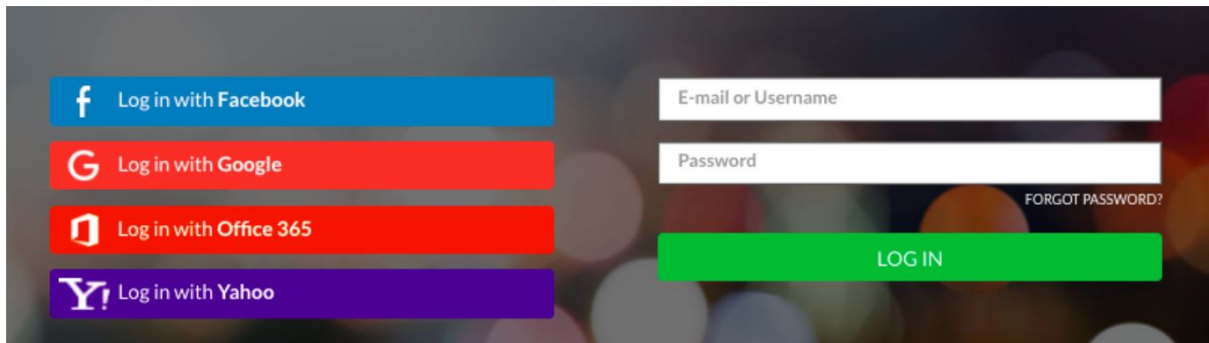


1. Use your Office 365 username and password to create your account

Creating your account

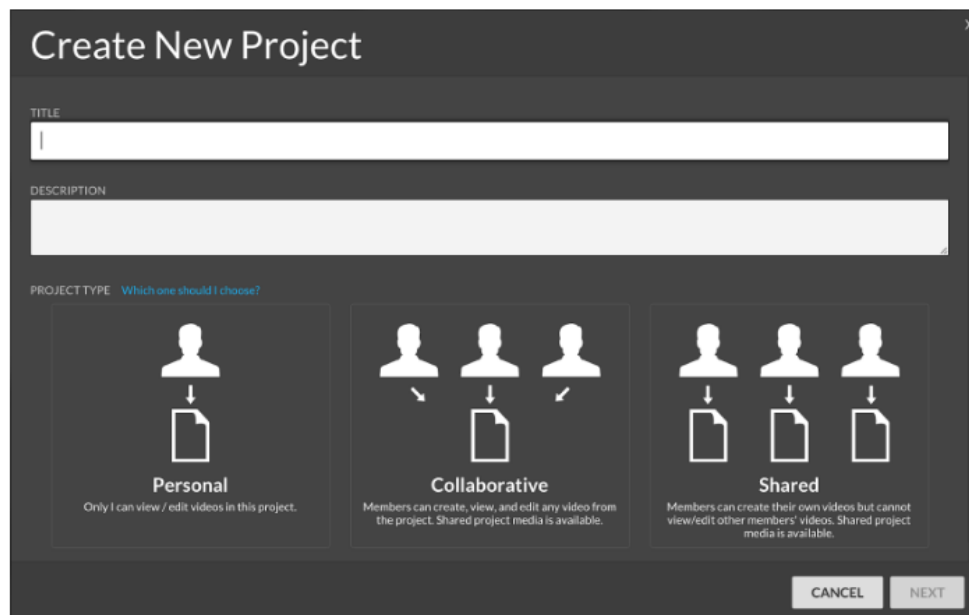
To sign in, go to www.wevideo.com and log in with your credentials



Bryn Mawr Students: Log in with Office 365, using your BMC email address and password.

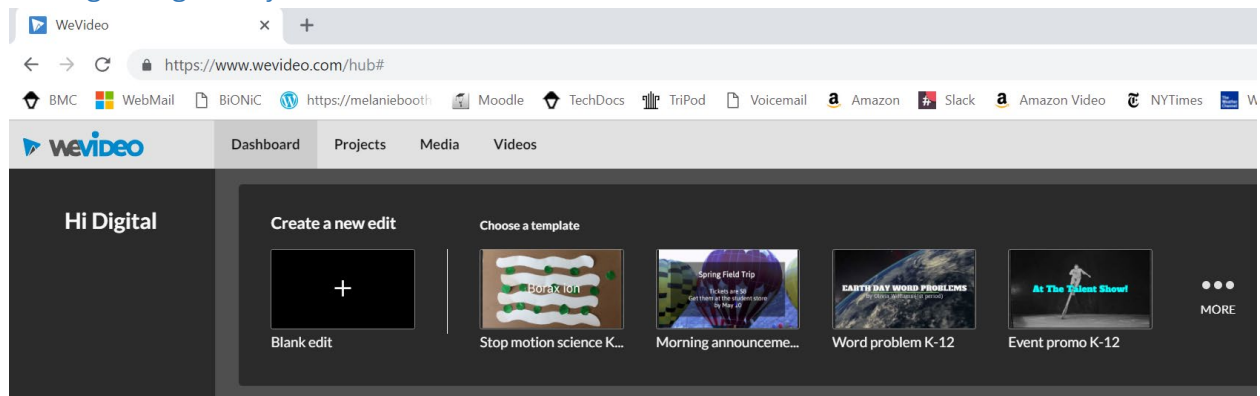
Haverford Students: Log in with Google, using your HC email address and password.

2. Types of Projects



There are three types of projects. A “Personal” project is one where you will be working alone on the editing of the content. A “Collaborative” project is where you work synchronously with a group of classmates to create a single video. In a “Shared” project, you and other classmates will use the same media to produce independent edits on an assigned topic.

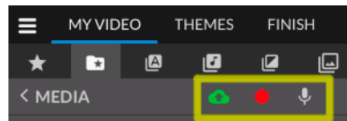
3. Beginning a Project in the WeVideo Dashboard



If this is the first time you are logging in, click on the “+” under “Create a new edit”. In the “Let’s get started” pop-up window, choose either the Horizontal (rectangular) or Square format and click the “Start Editing” button. An editing timeline will open. If you already have created a project and want to continue editing it, click on its title in the “Recent Edits” section.

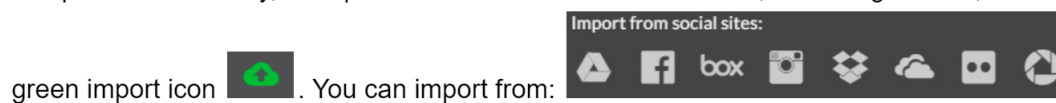
4. Adding Media

Media (video, images, music, sound effects, PDFs, etc) are the building blocks of your WeVideo edits. There are three main ways to bring in media:





1) Import pre-recorded media from another device/location



To upload files directly, or import media from an external service, like Google Drive, click on the




green import icon . You can import from:

2) Recorded media directly within WeVideo

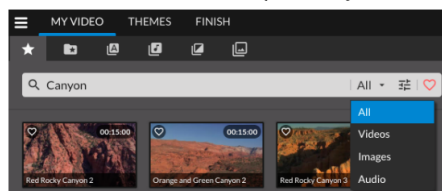
To screencast, click on the red record icon  and then select 

To record using the webcam, click on the red record icon  and then select 

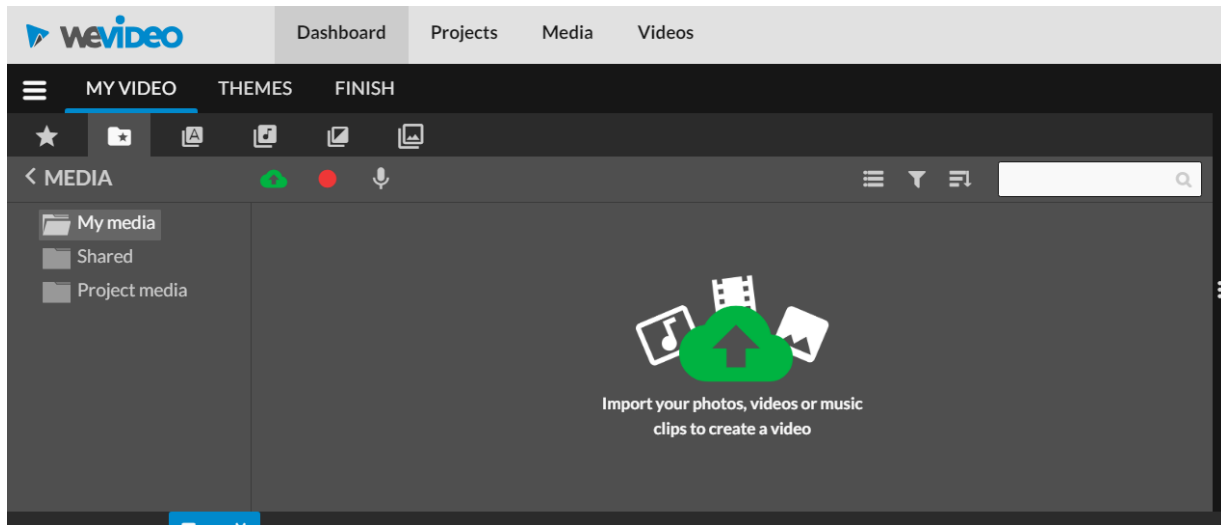
To record a voiceover, click on the microphone icon 

3) Add free and professional media from the WeVideo Essentials Library

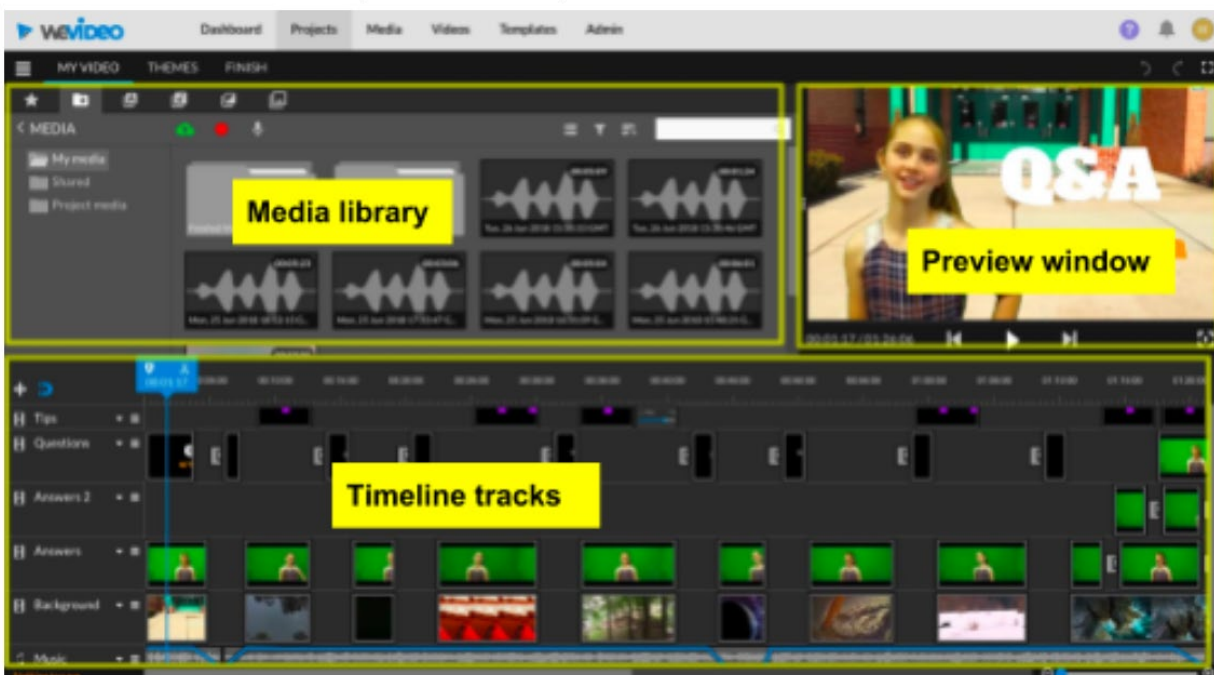
Search from 650,000+ video, image, and audio assets from the WeVideo Essentials Library. These are free to use and export in your videos.



Click on the Media tab, next to the Dashboard tab, to begin uploading your project's audio and visuals into you "My media" folder. All standard media formats may be used.



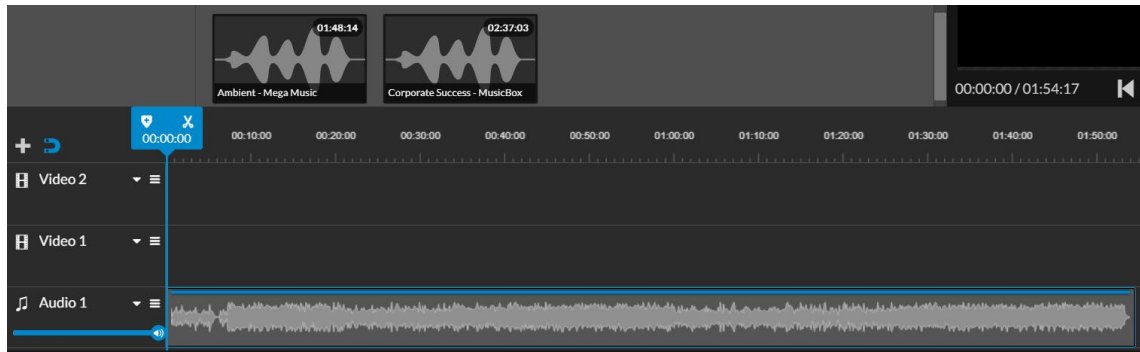
5. Understanding the WeVideo Project Interface



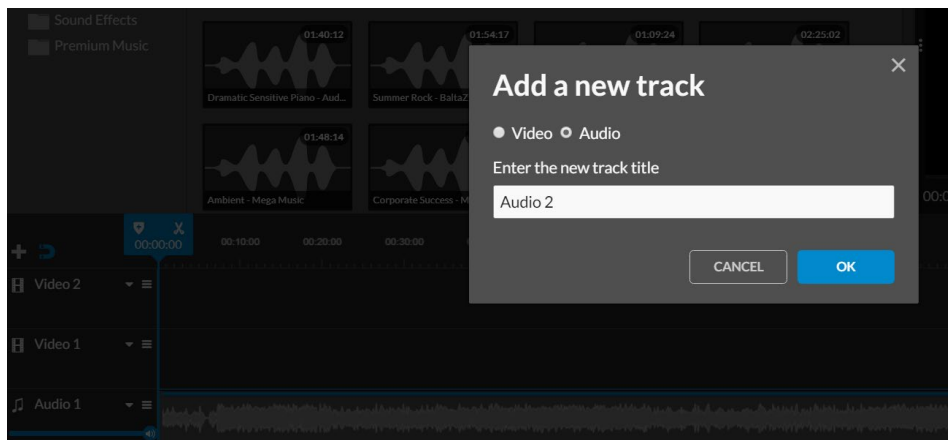
As you construct your video, you will be dragging files from your media folder or the Essentials Library into one of the audio or video timelines. You may add as many audio and video tracks as you wish to superimpose sounds or images, or to create effects such as dissolves. To see your video as you create it, hit the play button in the Preview window.

5. Creating your timeline:

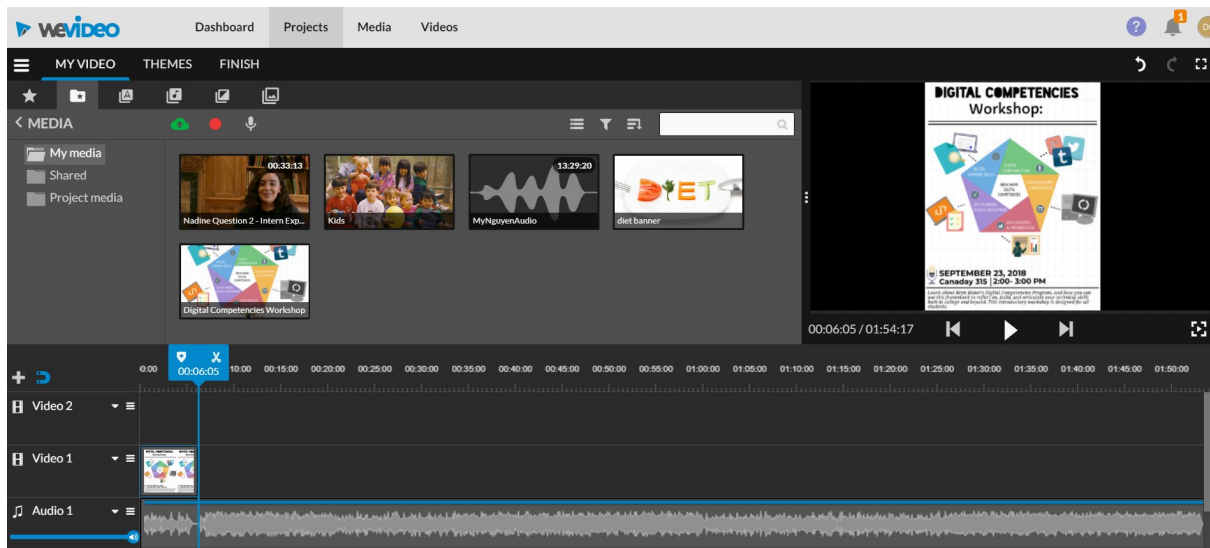
Drag your audio into the Audio 1 timeline. Your primary audio track will determine the timing of your images.

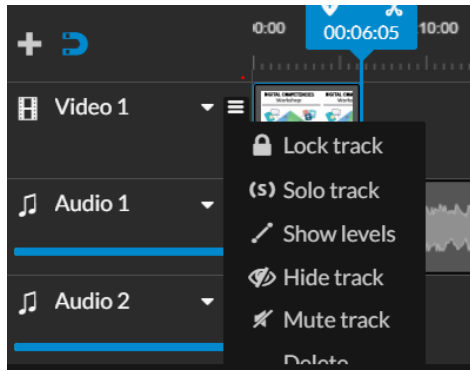


You may add additional audio timelines for background music or sound effects by clicking the + on the far left above Video 2.



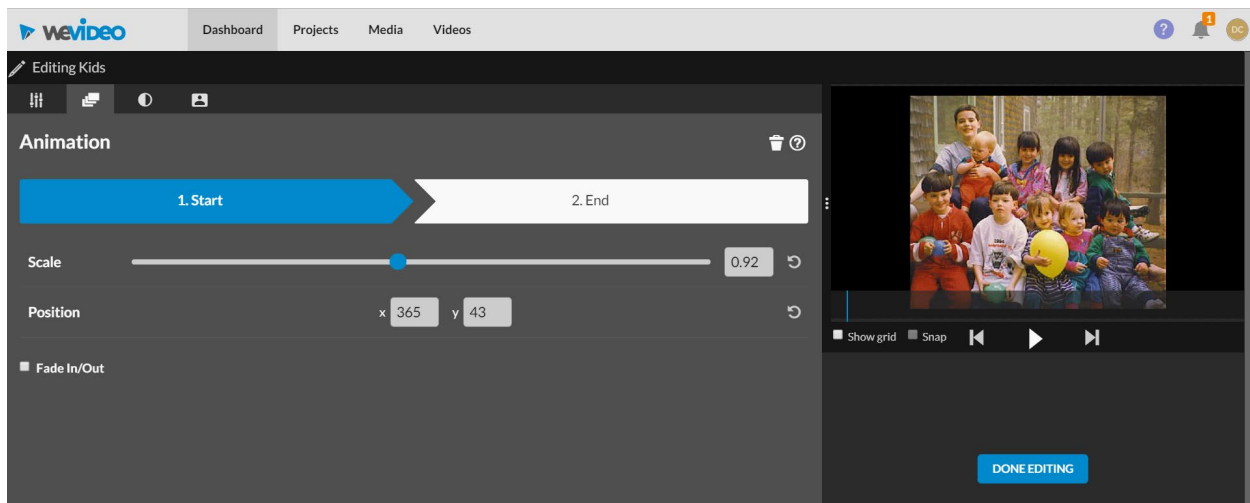
Now drag an image or video file into the Video 1 timeline.





After putting the file in the timeline, you can change its playtime by dragging its right border to the right or left, and you can add a fade by clicking on the Open Track Settings icon (three stacked horizontal lines) and selecting Show Levels.

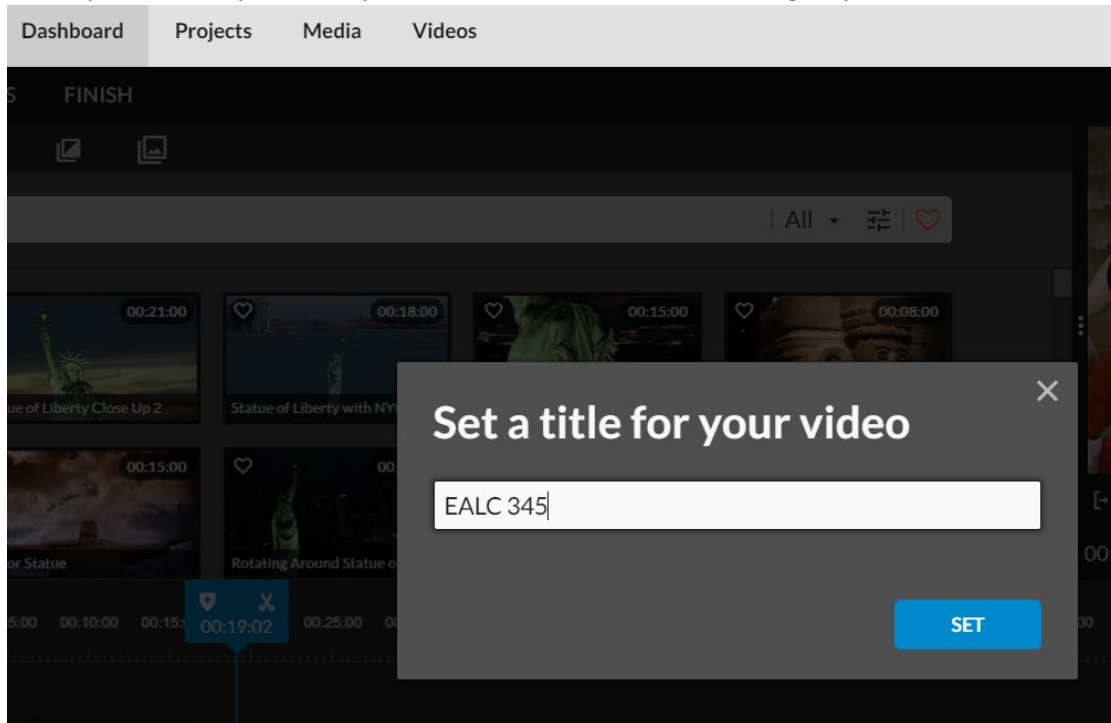
Continue to drag your visual elements to the video timelines and experiment with different timings and effects. Click on any image or video in your timeline, and an orange outline will appear around the visual. Above this box you will see icons that will allow you to open a clip editor, where you can trim, color balance, or animate your visual; open fade options to dissolve or fade your visual; open clip effects; or delete the clip from the timeline.



The remaining tabs next to the media folder at the top of the screen contain text, audio, transitions, and graphics that you may add to your projects for even more effects.

For more tips on using WeVideo, watch the “Create a Personal Narrative” on WeVideo Academy at <https://www.wevideo.com/academy#ax2c81f19e> to learn more about constructing a multi-track project, and see other tutorials on specific effects, such as adding titles and credits, adjusting audio levels, and color keying.

When you are ready to share your video, click the Finish tab, and give your video a title.



After selecting your resolution and a thumbnail image for your video, hit the Finish button.

