

WeVideo editing YouTube Studio enhancing lab

I. Preparing files

Find a few images and possibly a short video clip. Collect your files in a folder on your desktop or in a Google Drive.

You can also use our practice files. To do so, go to the Video Project Requirements page and click on the image at the top right of the page. Download files to your computer or add to your G-drive.

II. Creating account

A. Go to WeVideo.com and log in with Google (aka UNI email)

B. Go to Pricing> Individual > Select Power Plan

1. Scroll down to select Monthly term (otherwise, you will be charged for a whole year)

2. Purchase one mont subscription (\$9.99)

3. Mark in your calendar the date to cancel the subscription before the next month billing

C. Watch the intro video(s)

III. WeVideo Academy, Support Center, Inspiration

A. Here you can learn WeVideo all on your own. <https://www.wevideo.com/academy>

B. Support Center has up to date tutorials: <https://www.wevideo.com/support>

C. Inspiration tab provides interesting resources and video tips <https://www.wevideo.com/blog>

IV. Dashboard: Creating/Setting up a WeVideo Project

A. Click the create new > Video button

B. Select the Horizontal ratio and start editing!

V. Uploading External Media

A. Click the Media button



B. Click the import button



C. Browse to select your files.

1. Find the *Practice Files* folder or your own files.

2. Hold down the Control (PC) or Command (Mac) key and then select a sound file and an assortment of photos and WMV clips.

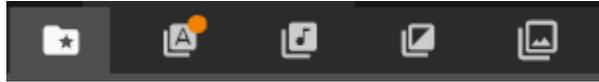
What You Will Learn...

- File management
- Creating an account
- Creating/Setting up a Project
- Uploading media
- Creating video in a timeline
- Editing in the timeline
 - Trimming & Splitting Clips
 - Editing/enhancing single clip
- Adding Text
- Adding transitions
- Recording & Editing Narration
- Credits & Copyright
- Adding WeVideo to Google Drive
- Publishing WeVideo Projects to YouTube
- YouTube Studio– adding titles, description and CC

- D. Click the Open button and watch them upload.
- E. Click Upload more files button or the Close the upload window to return to your project

VI. Creating Video in a Timeline

- A. There are five major categories on the top menu of WeVideo editor



1. **Media Icon** – displays all media that you uploaded
 2. **Text** – provides titles, and overlays(annotations) for the text
 3. **Audio** – provides free music and sound effects
 4. **Transitions** – provides transitions between two images or clips
 5. **Graphics** - provides solid and animated backgrounds for your text and effects
- B. Drag all the uploaded images and or video clips to the **Video 1** track of your timeline (Use the storyboard you created earlier as a map.)
 - C. If you need to zoom out to see more of your timeline, use the zoom feature in the lower right part of your screen 

VII. Editing Clips and Pictures in the Timeline

A. Trimming

Trimming is modifying the duration of a picture or get rid of the beginning or the ending of the clip



1. Place your cursor on either end of a clip until you see horizontal arrows.
2. Click and drag the arrows to expand or reduce the duration of a clip.
3. Use the Viewer (preview monitor) to preview your edit and adjust the length of a clip

B. Splitting

Use to divide any of your media clips (images, audio, video, etc.).

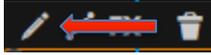
1. On the Timeline, select the clip you want to split by clicking on it.
2. Watch the Viewer (preview monitor) as you drag the playhead (a green marker with a green vertical line on the Timeline) to the position where you want to divide the clip.
3. After the playhead is in the desired position, make sure the clip is still selected.
4. Click the little scissors symbol under the preview monitor to split the clip at playhead.



C. Editing and enhancing single clip or picture

Select the clip you want to edit. Drag your cursor over the three lines above the selected clip.

Click the pencil icon either in the preview monitor or the track view for editing options:



1.  The first icon is to **Transform**: You can rotate, flip and fit screen or fit frame and set the scale to make it smaller or bigger. You can also re-position it (try dragging media on the preview monitor)
2.  **Volume** (*visible only on clips with audio*): You can increase, decrease or mute the audio level. Or make audio transition smoother by fading the sound in or fade out.
3.  **Animation**: You can create motion on the image by zooming or panning it (*Equivalent of the Ken Burns effect in iMovie*)
 - A. Select Start
 - a. Scale and position image to how it should be seen at the beginning of the clip
 - B. Select End
 - a. Scale and position image or clip to how it should look at the end of the clip (zoomed in, out, left, or right)

Make sure to use moderate zooming and panning not to make viewer motion sick :-)

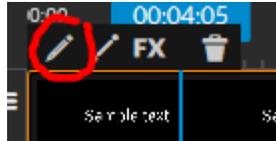
4.  **Color**: You can edit the color brightness, contrast, saturation and hue.
5. Click Done Editing WeVideo window to close out of the editing window

VIII. Adding Text (Title Page)

1. Click on the Graphics Tab 
2. Drag a Graphic (either Backgrounds as the Animations or Solids) to Video 1 track, choose "Insert and push".

3. Select Text icon,  click on Starter, and drag the first Text Box into the Video 2 track.

4. Click on the text box then click the Pencil in the track view.



5. Replace the Sample Text with your own title text. Explore options.

6. Click on the Animation Tab . You can animate the text by selecting the scale of the text in the start point and the end point. You can also fade the text in/out.

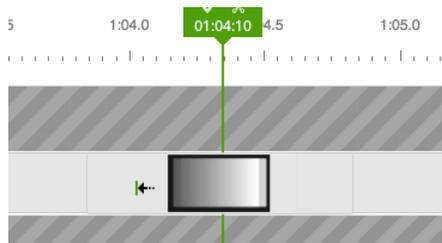
7. Click Done Editing.

IX. Adding Transitions between Pictures and Video Clips

A. Click on the Transitions icon  at the top of WeVideo editor

B. Preview and select a transition

C. Drag the transitions between two clips or images on the **Video 1 track** of your timeline



D. Adjust the duration by clicking on the transition and changing duration (you may need to zoom your timeline)

X. Recording Narration within WeVideo

A. Click on the Media Folder  at the top of page.

B. Find the Audio 1 track below your main track on the timeline.

1. Drag the play head to the part on the timeline where you want to record.

2. Click the Microphone icon .

3. Select the Preview while recording option

4. Select the Mute audio option as well. It will silence sounds that you may already have in your video or on a different audio track.

5. Click the Microphone icon in the middle of the screen.

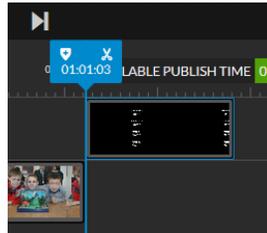
6. You may need to set settings for your laptop and browser
7. The count down will begin and you will begin recording when you see a red box on the screen.
8. Click the red box at the end of the recording.
9. Click the green check at the left of the screen to save your recording to an audio track.
10. Your new recording is added to the timeline & project files.

XI. Credits & Copyright

A. Adding Credits to Your Video Project

1. Credits must be included as directed by the project requirements.
2. All media should be attributed (*even your own original works*).
3. Go to the Text category and select the End Credits

- A. Drag the end clip after the final media item on Video 2 Track.



- B. Refer to previous instructions for editing the text

4. Include attribution for media and contributing members for the production

B. Copyright Laws & Creative Commons Terms of Use

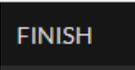
1. Use only media that adheres to copyright laws and creative commons.
2. Fair use does not apply, because you will be distributing your video to a wide audience via unrestricted web sites (WeVideo server, Portfolio...).
3. Copyright-protected materials must be used in accordance with their terms of use, and the source of all media (including your own original works) must be cited in the video.

XII. Connecting WeVideo Account with Google (optional)

A. Sign into your UNI email

1. Open your UNI google drive
2. In the top left portion of your screen go to > New > More > Connect more apps > Search WeVideo
3. Click the Blue Connect button to Connect We Video to your Google Drive.
4. Return to your drive and click New > More> Search for WeVideo – Video Editor and maker.

XIII. Exporting completed project to YouTube

- A. Select “Finish” from the top toolbar 
1. Select free resolution size
 2. Choose YouTube icon for destination
 3. Follow steps to connected WeVideo to your UNI Gmail account. Click Export

Enhancing video in YouTube Studio

Open YouTube (sign in to UNI Google and select from the google apps menu)

- I. While in YouTube, click on your profile picture in the top right and select “YouTube Studio” from the account dropdown menu.

- A. Select “Content” from left sidebar



II. Details

- A. Mouse over your video’s thumbnail and click on a pencil icon for video details



B. Titles and Description

1. Add descriptive title and a short description accordingly to your, and project requirements
2. Select a representative thumbnail for a visual learners
3. Save changes

C. Adding/creating playlist (optional)

1. Create a new playlist or add your video to an existing one

- D. Audience: Although this video is created for kids, **do not** select that option if you want to be able to add cards with playlists and channels

E. Adding Cards to extend your students’ learning (optional).

1. in basic mode select Cards from the right-side menu
2. choose Video. Playlist or Channel to add to your video. It will appear as a strip under

the  icon in the top right corner of your video

F. Adding tags

1. Scroll down and click on SHOW MORE to add the required tags (ex. 6th grade, science, #uniيتد...)

G. License and distribution

1. Scroll down to the License section. By default it is Standard YouTube license, see the option for Creative Commons-Attribution license.
2. Click on the links to Learn about [license types](#) and [distribution](#).

H. Under “Original video language, subtitles, and CC” select the appropriate language used in your video – Click Save

1. Next, directly below the drop-down menu of “Original video language, subtitles, and CC” click on “To manage other languages, go to transcriptions” To manage other languages, go to [transcriptions](#)
2. Save changes

I. Directly below “Subtitles”, click the “ADD” button 

1. From the three options select “Create new subtitles or CC”
 - A. Caption your video along with the audio according to timing
 - B. When finished select the “publish” button in the top right of the screen 
 - C. After selecting “Publish” click on “Return to YouTube Studio” in the top right of the screen 
 - D. Once this is complete, your video is now complete. Please view video on YouTube to make sure no other edits need to be made.

F. Copy and Paste your video URL and submit in the eLearning Video Submission Dropbox.