

AVID QUICK GUIDE

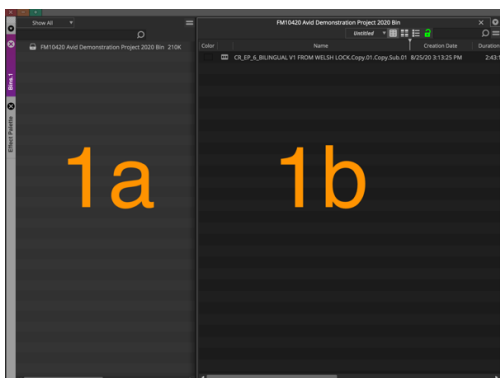
REMEMBER: You can right-click on anything in the software and choose “What’s This?” from the pop-up menu to be taken to the user manual’s page explaining that function or item.



- Open Avid by clicking its taskbar icon or double-clicking the desktop shortcut.
- Choose your project from the list in the Project Selection Window – For instructions on creating projects see the full SETUP AND BASIC OPERATION GUIDE.

The Interface

These are the main windows of the Avid interface;



1a. The Bin container project sidebar.

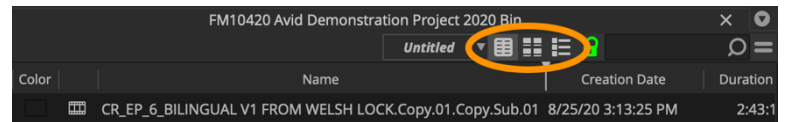
The bin container consists of two parts. On the left is a (hide-able) sidebar containing a list of all the bins (and folders) in your project.

When you double-click a bin icon in the project sidebar it opens the bin in the right-hand area of the bin container (1b). If you open multiple bins they will be tabbed at the top of the window so that you can choose which is visible.

1b. The Bin/s.

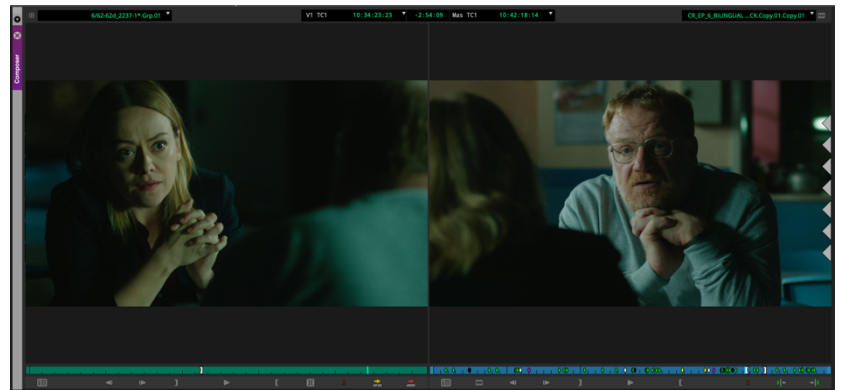
Bins are where you keep your footage (and music, sound effects, titles etc) and sequences. You can create folders in the project window in order to group and arrange bins but you can't store clips directly in folders, only in bins.

There are three buttons at the top of the bin that allow you to change how the contents of the bin are displayed; either as text list view, thumbnail, or 'Script' mode.

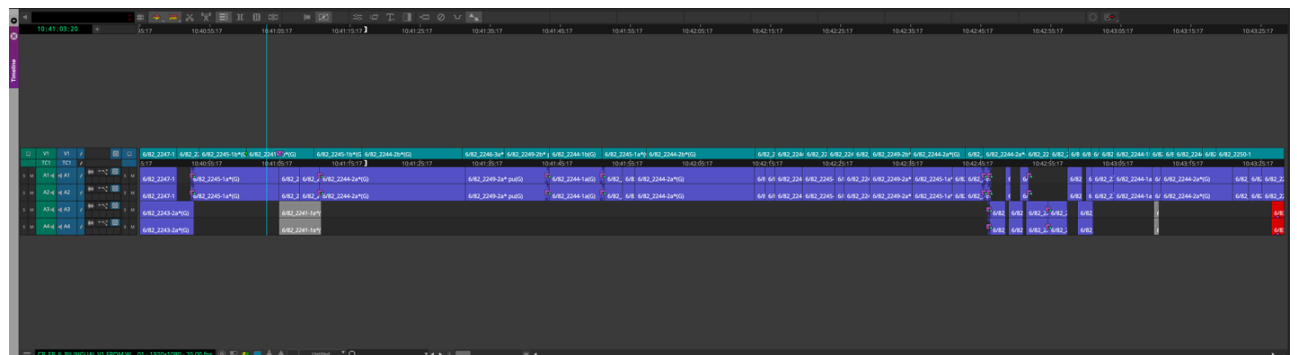


2. The Composer Window.

This is where you view your clips and your edited sequence. The left hand viewer is the SOURCE MONITOR and is where your clips are viewed and the right hand viewer is the RECORD MONITOR and shows your edited sequence.



3. The Timeline window.



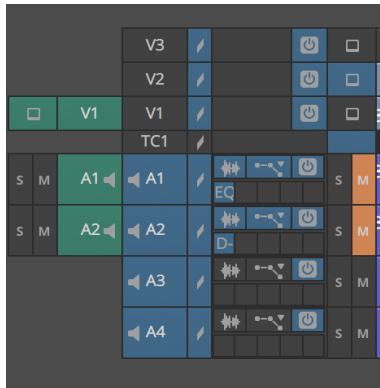
This is where you build your edit. It shows a graphical representation of the material in your sequence.

EDITING YOUR MATERIAL

- To edit with your clips you need to open them in the SOURCE MONITOR. To do this either drag the icon/thumbnail from a bin to the source monitor or double-click on the icon/thumbnail in the bin.
- To edit a clip into the timeline you mark an IN point and an OUT point in the clip to mark the beginning and end of the section you wish to use, and one or the other in the timeline to determine where the clip is placed. If you don't make a mark in the timeline the playhead will function as an IN point.

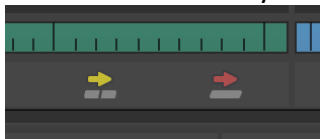


- To decide which tracks in the timeline your clip goes to click and drag the source track selector buttons to the desired timeline track selector buttons to PATCH them.



In this example the source's audio tracks are patched to A1 and A2 in the timeline and the video track is patched to V1. However because V1 on the timeline is inactive the video track won't be edited in.

- Hit V or B on the keyboard or use the Splice-in or Overwrite buttons in the Interface.



- To move clips around in the timeline use the segment modes.



Red will leave everything else in place as you move the selected clip/s.
Yellow will re-arrange the other clips in the timeline to compensate for the clip/s you're moving.

- Use the TRIM Smart Tools or Trim mode to shorten or extend clips in the timeline.



Again, Red will leave everything else in place as you adjust the selected clip/s and Yellow will re-arrange the other clips in the timeline to compensate for the clip/s you're trimming.

REMEMBER If you accidentally do something wrong you can UNDO by clicking ctrl+z or by going to the undo list in the edit menu.