

**Adobe Premiere Overview: Set-up, Edit and Export**

Setting up you Project before you get started will save you a great deal of trouble in the end. This set of tutorials should be your best friend when it comes to getting in and out of Premiere with the best results.

**Contents**

- 1. Setting Up and Importing Media**
- 2. Adding Audio to your Animation**
- 3. Exporting HD Quicktime Movies**

- 1. Create a Project Directory:** Before starting a Premiere project you should create a directory structure to store your various asset in. The following is an example of how to structure your project for easy portability and back-up.

**Basic Project Folder:**

**PREMIERE:** Premiere project files. Where you “save/save as” to

**AUDIO:** any sound files for your project including music, SFX, beeps and click tracks

**SOURCE VIDEO:** original QT movies

**MOVIES:** final edited movies

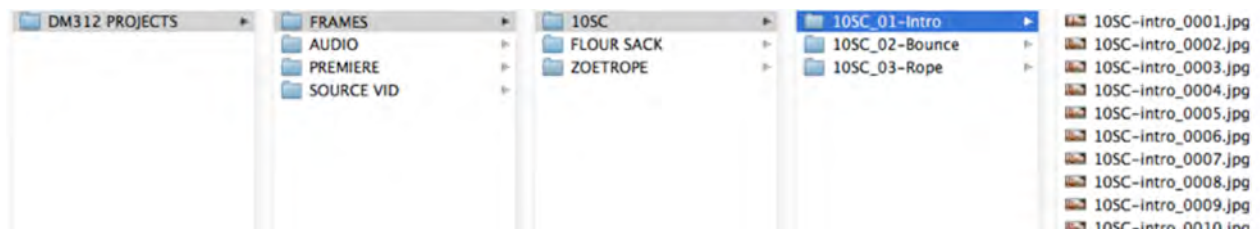
**Others can be created as needed:**

**TITLES**

**STILLS**

**FRAMES**

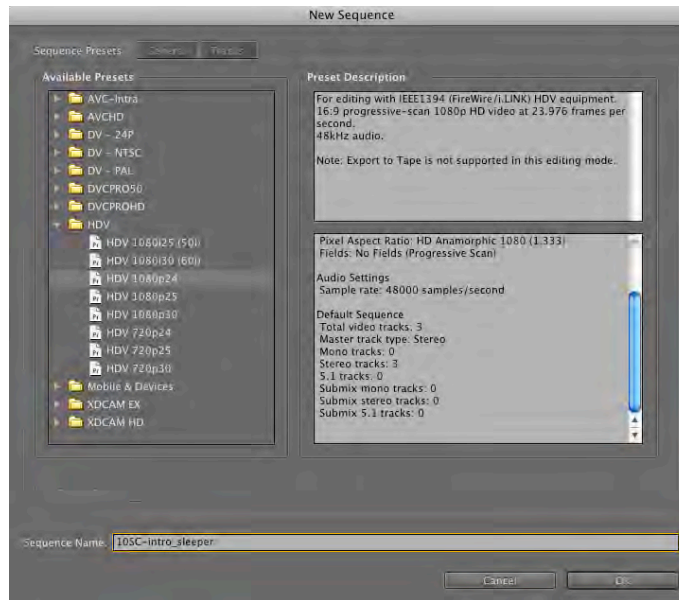
**ETC. . .**

**This is what it would look like in Finder:**

- 2. Open Premiere and Set Project:** Open a new project in Premiere and browse to the PREMIERE folder. Name and date the Premiere project.

*10 SecondClub\_021418.prproj*

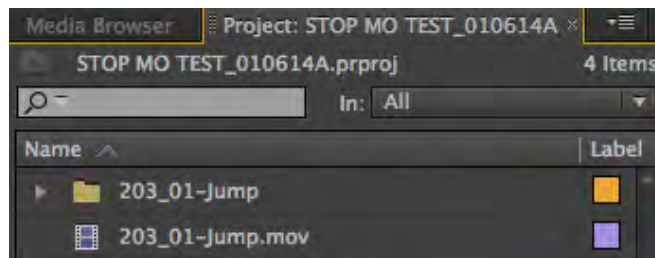
- 3. Create New Sequence:** In the *New Sequence* window choose HDV>HDV 1080p24 (1920x1080) in the Sequence Preset tab. Whatever you name the sequence will be reflected in the file name that is exported from that sequence.



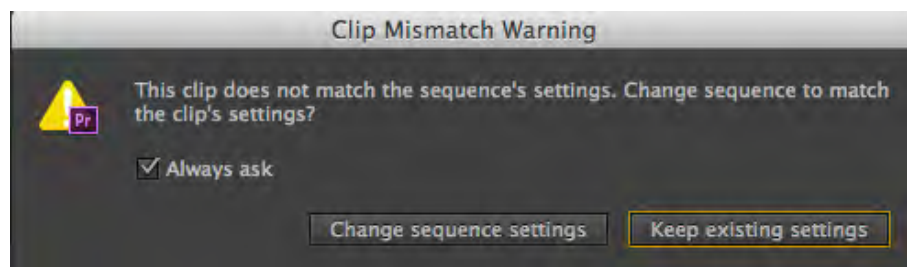
#### 4. Import Movie files or Image Sequence

##### Option A: Importing Movie Files:

Import movie files from the **SOURCE VIDEO** folder. You can do this by dragging the file directly into the asset bin (upper left panel) or browsing from the File/Import menu.



From the Project panel you can drag movie files into the timeline. A *Clips Mismatch Warning* will open.



“Change sequence settings” will conform the sequence to your source video. This is a convenient way to set the Sequence settings if you are confident in your source video settings. This is best when working with original movie content because it reduces quality loss and allows for smoother render/workflow.

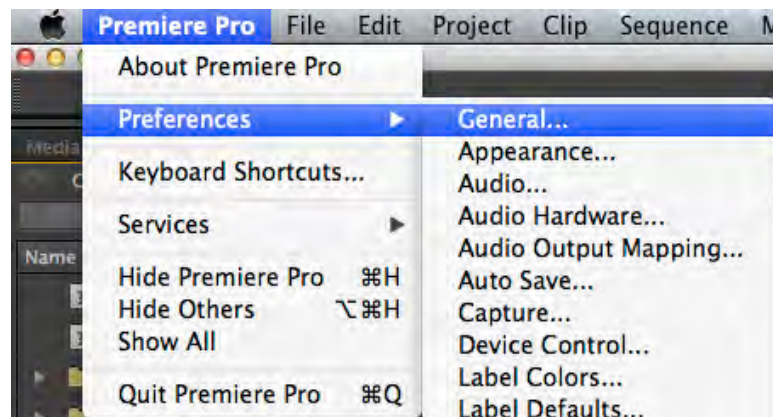
“Keep existing settings” will insure that all source video will be conformed to the sequence.

### Option B: Importing Frame Sequences:

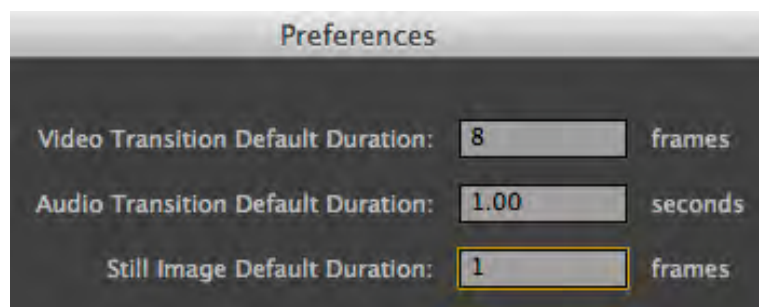
This method can be cumbersome because of the size of original animation frames. Working with Image Sequences is only recommended if you need to crop or zoom into the original source video.

If you choose to work directly from your original animation frames you must change the “Still Image Default Duration” setting in Premiere preferences BEFORE importing.

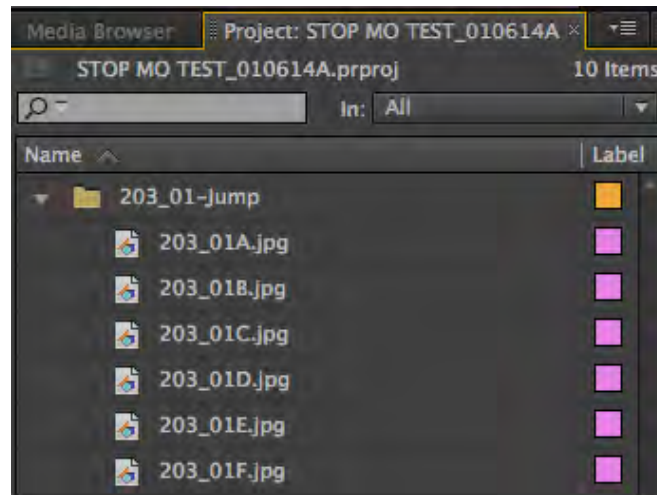
Go to *Preferences/General*. . .



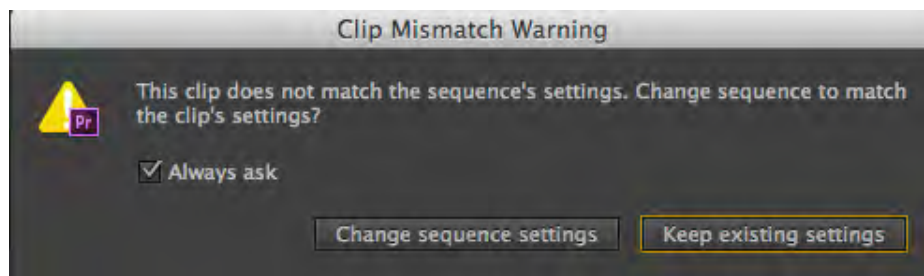
Change the “Still Image Default Duration” setting to 1 (or 2 if you shot your original animation in 2’s).



From there you can drag the entire FRAME sequence folder into the Projects Panel in Premiere.



From the Project panel you can drag the frames folder into the sequence timeline. The *Clips Mismatch Warning* will open.



“Keep existing settings” will conform your imported frames to settings you chose when setting up your sequence. This is usually best when working with frame sequences to reduce the size to 1920 x 1080.

**5. Editing in Premiere:** Once you have imported media into the timeline you can use the slider at the bottom of the Timeline to scale the view and the space bar to start and stop playback.

The Selection Tool (V) should be chosen by default so you should be able to click on the media in the Timeline and move it from side to side. If you go to the head of tail (beginning or end) of the media clip you should see a red bracket that you can use to shorten the clip by dragging toward the center. You can also right mouse on the red bracket and you can choose the “Default Transition”, which should be a fade.

**Some Hot Keys to be aware of are as follows:**

**(C) Cutting Tool:** Click on Timeline where you would like to cut.

**(A) Track Select Forward Tool:** Select and drag all media to the right.

**(B) Ripple Edit Tool:** Expand/contract media and the rest of the media will follow.

## 2. Adding Audio to your Animation

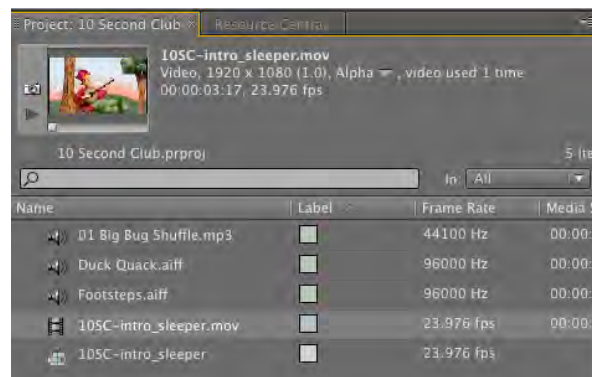
### 1. Importing Audio:

**Place Audio in Project Folder:** Before importing an audio file it is important that it is placed in the **AUDIO** folder you created in your project directory. If not, the audio file (like all imported media) will not “live” in your project. Meaning it will not be preserved in your back-ups and will be lost if you move your Premiere project to another computer.

Another side effect of poorly placed audio is that it could possibly lag in your rendering creating a slip in audio/image sync.



**Import File into Premiere:** From the AUDIO folder you can drag the audio file (mp3, aaif, or wave) into the Project Panel. It is recommended to create an “Audio” Bin (or folder) to help organize your media in the Project Panel.

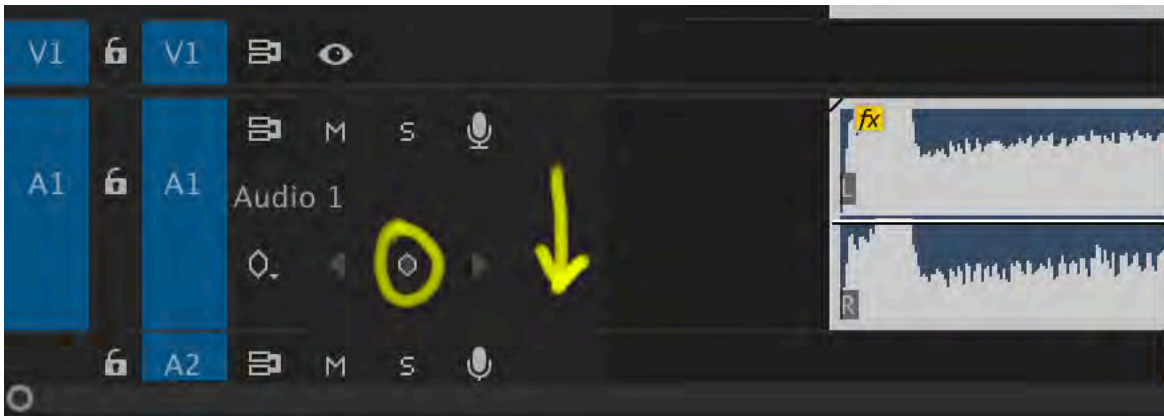


### 2. Editing Audio in the Timeline

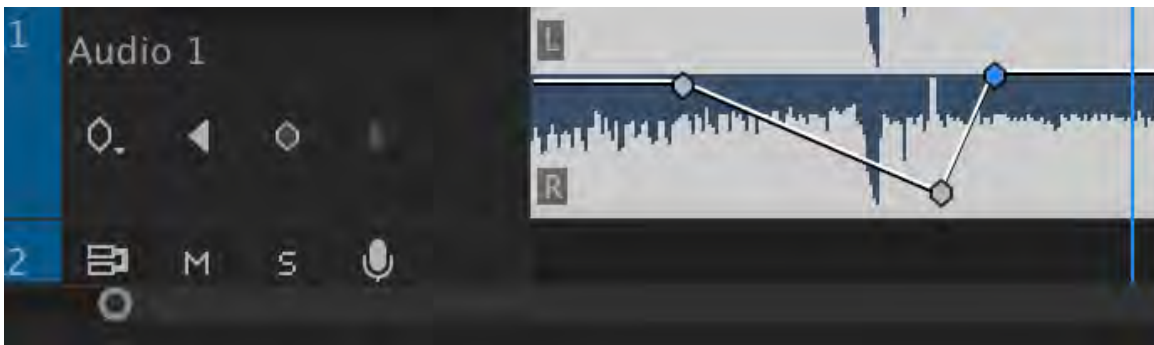
**Drag Media to Timeline:** From the Project Panel you can drag your audio to the Timeline Audio Tracks located under the Movie Tracks. Once in the Timeline you can adjust your audio levels by expanding the audio track.

**Reveal Audio Keys:** Hover over the audio track at the left of the Timeline and you can drag vertically at the bottom of the audio track to expand the track and reveal both the

audio wave, the volume adjustment bar a key frames controls. Add a key frames by clicking the button in the left column.



Drag key up and down to adjust audio and/or create fades.



You can also add fades by right clicking at the end of the audio clip in the timeline and selecting “Add Default Transition”.

**Check Levels:** Once you’ve added the audio check the V.U. meter to the right to the Timeline to make sure your audio is loud enough but not “clipping”.





Ideally the majority of your sound will stay in the YELLOW but NEVER go into the RED. This is called “clipping” which is where you get some nasty distortion and clicking sounds.

**Audition your Work:** Once you play through the piece and are satisfied with both your editing choices and your levels you’re reading to export.

**Don’t Forget to Save:** I always “Save as” with each significant change by adding a letter after the date on my Premiere file. This is how they stack in the PREMIERE folder:

*10 SecondClub\_021418a.prproj*  
*10 SecondClub\_021418b.prproj*  
*10 SecondClub\_021418c.prproj*  
*10 SecondClub\_021618a.prproj*

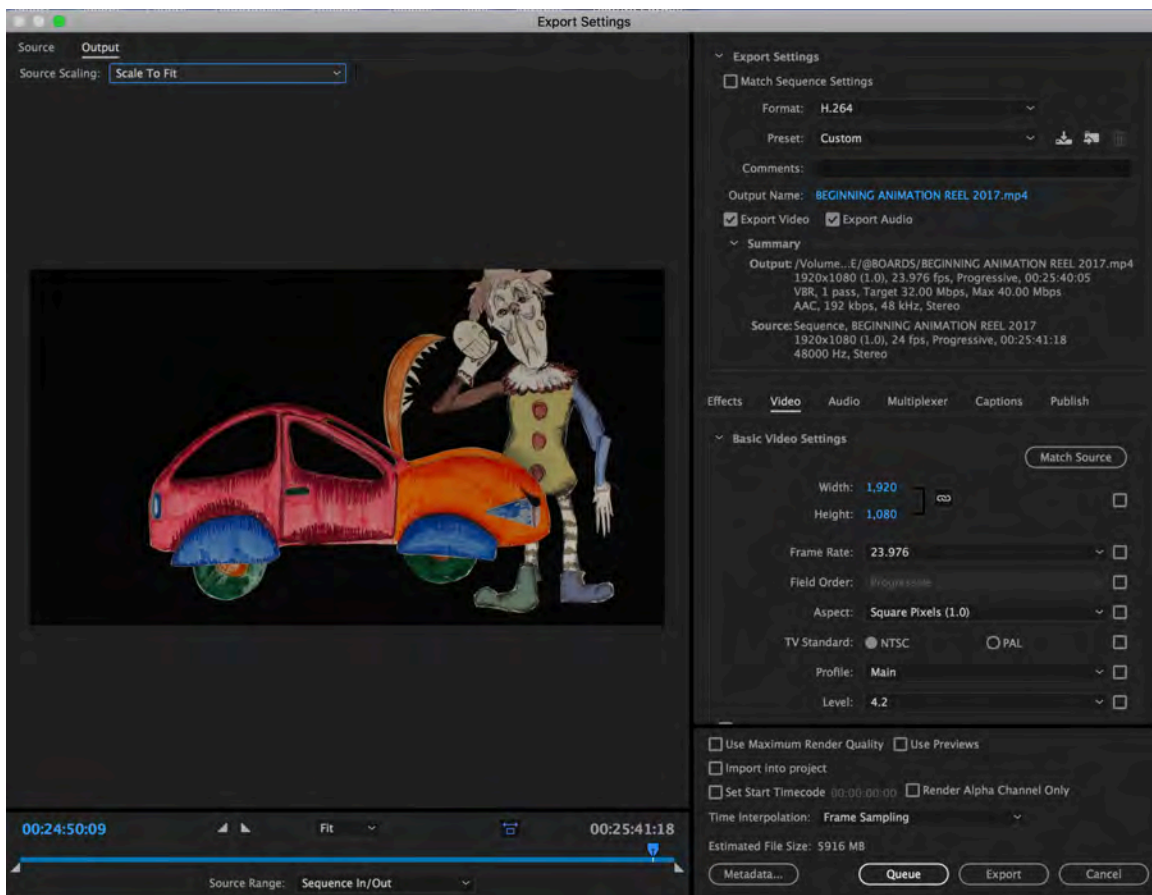


### 3. Exporting HD Quicktime Movies

#### 1. Export Finished Movie (H.264)

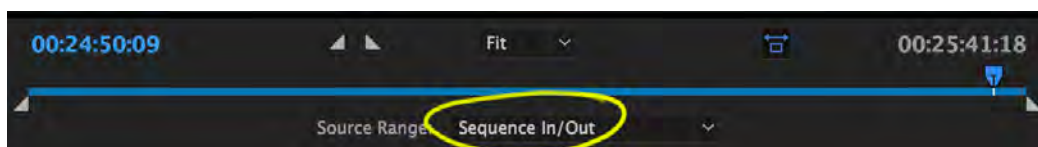
**Open Export Settings Window:** Once you are pleased with your edit mix it is time to export your movie. With the Timeline selected drop down from the File menu and choose Export/Media...

This will open the Export Settings Window



**Output Settings:** On the upper left of the window click on the “Output” tab and make sure the image is exactly what you want to export.

Also check at the bottom of the Output panel to make sure for Source Range “Sequence in/out” is chosen.

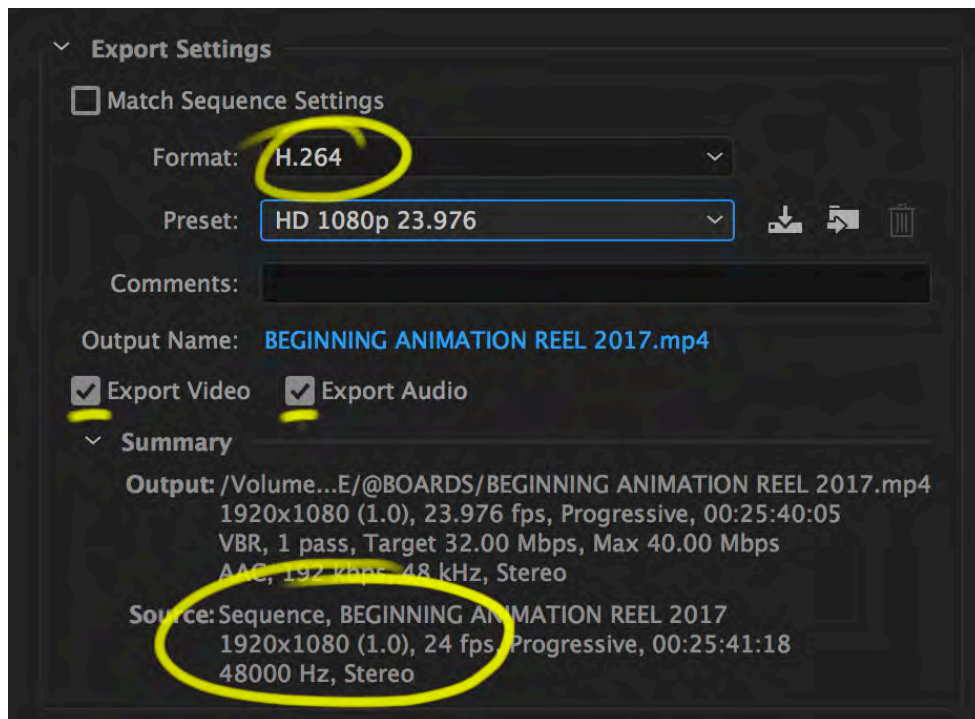


**Adjust Export Settings:** In the Export Settings Window make sure these settings are in place:

**Format:** H.264

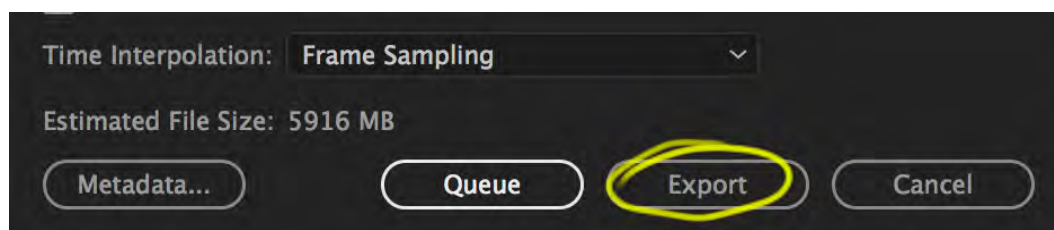
**Preset:** HD 1080p 23.976 (1920 x 1080)

**Check Both:** Export Audio/Export Video



**Naming Output:** The current name will reflect the name of the Timeline Sequence you are rendering. Click on the name and browse to the MOVIE folder you created in your Premiere Project. You can then change the file name if you need to.

**Export Movie:** Click on Export at the bottom of the window. Once rendered, open and play through the movie to check animation and audio before submitting.



**Review Your Exported Movie:** Go to your MOVIE folder, open and play through to check animation and audio before submitting.