Movie Maker 2
Beginning

Quick Overview

- Create a new collection.
  - o Click on the **Collections** button on the toolbar.
  - o Right click on **Collections** and choose **New Collection**.
  - o Enter a name for the new collection.
- Import the pictures into the collection.
  - o Click on the **Tasks** button on the toolbar.
  - o In the **Capture Video** section, click on **Import pictures**.
  - o Navigate to the location of the pictures.
  - o Select the pictures and then click on the **Open** button.
- Import the music into the collection.
  - o In the **Capture Video** section, click on **Import audio or music**.
  - o Navigate to the location of the music.
  - o Select the music and then click on the **Open** button.
- Drag the pictures to the **Storyboard** in the desired order.
- In the **Edit Movie** section, click on **View video transitions**.
  - o To add a transition, click on the desired transition and drag it between the pictures.
- In the **Edit Movie** section, click on **View video effects**.
  - o To add an effect, click on the desired effect and Drag it on top of the picture.
- Click on **Show Timeline**.
- Drag the music from the collection to the **Audio track**.
- On the **Menu Bar**, click on **File ⋈ Save project as….**
- Navigate to the folder, give the project a name, and click on the **Save** button.
- On the **Menu Bar**, click on **File ⋈ Save movie file…**.
- Save the movie to the computer and create it for best results.
- View your movie when it has finished saving.

Preparing a Folder

- Create a folder for all files used in creating the video project.
- Click on **Start ⋈ My Documents**.
- Double click on the **My Videos** folder.
- Click on **Make a new folder** in the **Task Pane**.
- Enter a name for the folder and then press the **Enter** key.
- Save all media and files in this folder.
- **Note** – The default location for storing videos is the **My Videos** folder in the **My Documents** folder.

Collecting Resources

- Copy pictures to be used in the movie from the **My Pictures** folder into the new folder.
  - o Click on **Start ⋈ My Pictures**.
  - o Right click on the folder with the desired pictures and choose **Copy**.
  - o In the **Task Pane**, click on **My Documents**.
  - o Double click on the **My Videos** folder.
  - o Double click on your video folder.
  - o Right click on a blank area and choose **Paste**.
- Copy music to be used in the movie from the **My Music** folder into the new folder.
  - o Click on **Start ⋈ My Music**.
  - o Right click on the folder with the desired music and choose **Copy**.
  - o In the **Task Pane**, click on **My Documents**.
  - o Double click on the **My Videos** folder.
  - o Double click on your video folder.
  - o Right click on a blank area and choose **Paste**.

Pictures

- A picture size of 800 pixels by 600 pixels or larger works well.
  - o Pictures smaller than 800 pixels by 600 pixels may appear pixilated.

Screen Resolution

- **Movie Maker** is easier to use with the screen resolution set at 1024 X 768 or higher.
- On the **Desktop**, right click on a blank area of the screen.
- Choose **Properties**.
- Click on the **Settings** tab.
- In the Screen Resolution area, click on the slider and move it to 1024 or higher.
- **Notice the size of the window in the preview.**
- Click on **OK**.
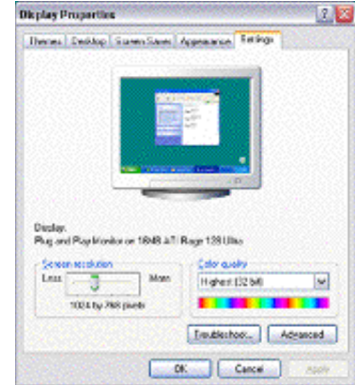
Starting Windows Movie Maker

- Click on **Start** ☞ **All Programs** ☞ **Windows Movie Maker**
- OR click on **Start** ☞ **All Programs** ☞ **Accessories** ☞ **Entertainment** ☞ **Windows Movie Maker**.

Which Version?

- On the **Menu Bar**, click on **Help** ☞ **About Windows Movie Maker**.
- **Windows Movie Maker** comes already installed on computers with the **Windows XP** operating system.
- If the computer has version 1.1, it will be very different.

Windows Movie Maker 2 Window

The Menu Bar

- The **Menu Bar** gives access to all parts of the program.
- On the **Menu Bar**, click on **File** ☞ .
- Notice the choices of **Save Project As** and **Save Movie File…**.
  - o Choose **Save Project As…** to save the project. This allows for changes to be made to the project.
  - o Choose **Save Movie File…** to create the movie that will play in the **Windows Media Player**.
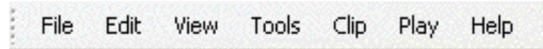
The Toolbar

- The **Toolbar** controls the panes and the selections.
- Powerful **Undo's** and **Redo's** are possible by clicking on the down arrow next to the **Undo** or **Redo** buttons.
- Click on **Tasks** to display the **Task Pane** window on the left.
- Click on **Collections** to display the **Collections Pane** which lists each of the collections.
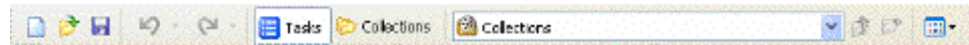
The Task Pane

- The **Task Pane** lists choices for actions.
- The four areas are:
    - o **1. Capture Video** – Capture from a video device or import video, pictures, audio or music.
    - o **2. Edit Movie** – View video effects or video transitions, make a title or credits or make an AutoMovie.
    - o **3. Finish Movie** – Finish the movie and save it to my computer or a CD, or send in an email, to the Web, or to a DV camera.
    - o **4. Movie Making Tips** – Helps on hot to capture video, edit clips, add titles, effects, or transitions and how to save and share movies.
- Click on the arrow to the right of the area title to show or hide the choices.
- To show the **Task Pane**, click on the **Tasks** button on the **Toolbar**.

The Collections Pane

- The **Collections Pane** lists Video Effects, Video Transitions, and the Collections.
- Click on the desired collection, the Video Effects, or the Video Transitions to display them in the **Preview Pane**.
- To show the **Collections Pane**, click on the **Collections** button on the **Taskbar**.

The Monitor

- The **Monitor** shows clips being played.
- At the bottom of the **Monitor** are the control buttons.
- To show a clip in the **Monitor**, choose the desired clip by clicking on it in the **Preview Pane**, in the **Storyboard**, or in the **Timeline**. Then click on the **Play** button.
- **Making the Monitor Larger or Smaller**
    - o To change the size of the **Monitor**, place the cursor on the left edge of the **Monitor**, (notice the two-headed arrow) click and drag to the desired size.

Monitor Control Buttons		
Icon	Name	Description
	Play / Pause	Click to play the clip. When the clip is playing, click to pause the playing of the clip.
	Stop	Click to stop the clip that is playing and return to the beginning of the clip.
	Back	Click to move back in the clip.
	Previous Frame	Click to move back one frame.
	Next Frame	Click to move forward one frame.
	Forward	Click to move forward in the clip.
	Split Clip	Click to split the clip at the current position. (Explained on page 8.)
	Take Picture	Click to take a picture of the current frame of the clip.

The Storyboard and the Timeline

- The **Storyboard** and the **Timeline** occupy the same space at the bottom of the window.
- Choose the **Storyboard** or the **Timeline** by clicking on the **Show Timeline** or **Show Storyboard** button.

The Storyboard

- The **Storyboard** is a great place to build the movie.
- The **Storyboard** shows the clips, transitions, and effects in a line.
- Drag clips, transitions, or effects to the **Storyboard** from the
    Preview Pane.

The Timeline

- The **Timeline** shows the parts of the movie in relation to time.
- Drag clips, transitions, or effects to the **Timeline** from the **Preview Pane**.
- Click and drag the blue locator bar to quickly show what is happening in
    the movie.

Important Terms

- **Project** – The job being worked on, including all of the files that have been imported into Movie Maker.
- **Collection** – the container of video, audio, and other resources for the project.
- **Capture video** – to bring video from a camera or a tape into the computer, converting it to a digital format.
- **Timeline** – The area at the bottom of the screen showing when events occur and how long they last.
- **Storyboard** – The area at the bottom of the screen showing the pictures, videos, and audio.
- **Video effects** – Special ways of changing how the video looks such as a fade in or a fade out.
- **Video transitions** – Special ways of moving from one item to the next such as pan in or pan out.
- **Narration** – The spoken explanation that can be added to the video using a microphone.

Setting Options

AutoRecover

- **AutoRecover** saves the work at timed intervals.
    - o If the computer freezes, the next time **Windows Movie Maker** is
        opened, the computer will ask if the user wants to open the backup.
- On the **Menu Bar**, click on **Tools ⇨ Options**.
- Make sure there is a check box in front of **Save AutoRecover Info every**.
- Set the length of time and click **OK**.

Entering the Name of the Author

- The author name is added to the file.
- On the **Menu Bar**, click on **Tools ⇨ Options**.
- Enter the author's name.
- Click on **OK.**

- On the **Menu Bar**, click on **Tools ⇲ Options**.
- Click on the **Advanced** tab.
- In the **Default durations** section, set the default time for **Picture duration** and **Transition duration**.
    - o **Note** – Transitions are part of the time a picture is displayed. For example, if the picture duration is set to 5 seconds and the transition duration is set to 1.25 seconds, a picture with a transition placed before it and after it will only be displayed for 2.5 seconds.
- In the **Video properties** section, set the video format to NTSC (USA standard video format).
- In the **Video properties** section, set the Aspect ratio to 4:3 for a regular screen or set it to 16:9 for wide screen.
- Click on **OK**.

Starting a New Project

- On the **Menu Bar**, click on **File ⇲ New Project**.
- The **Storyboard** (**Timeline**) is cleared, but the **Collections** are still available.

Opening a Project

- On the **Menu Bar**, click on **File ⇲ Open Project…**.
- Navigate to the location of the project. The default location is **My Videos**.
- Click on the project.
- Click on the **Open** button.

Saving a Project

- Projects should be saved in order to edit the movie in the future.
- On the **Menu Bar**, click on **File ⇲ Save Project**.
- Give the project a name.
- Click on the **Save** button.
- **Note –** The project is saved as a .MSWMM file. Only **Windows Movie Maker** can open this file.

Managing Collections

- Click on the **Collections** button on the **Toolbar**.

- On the **Menu Bar**, click on **Tools ⇲ New Collection**.
- Give the collection a name.
- Press the **Enter** key.

- Right click on **Collections** in the **Collection Pane** (on the left).
- Choose **Rename**.
- Change the name of the collection.
- Press the **Enter** key.
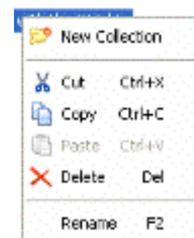
Importing Pictures into a Collection

- Click on the **Collection** the pictures are to be imported into.
- Click on the **Tasks** button on the toolbar.
- In the **Capture Video** area of the **Task Pane**, click on **Import pictures**.
- Navigate to the location of the picture(s). (i.e. the folder in **My Documents/My Videos**.)
- Select the picture(s).
    - o To select a whole list of pictures, press **Control A**.
    - o To select random pictures, hold down the **Control** key and click on each of the pictures.
- Click on **Import**.

Importing Audio or Music Files into a Collection

- Click on the **Collection** the pictures are to be imported into.
- Click on the **Tasks** button on the toolbar.
- In the **Capture Video** area of the **Task Pane**, click on **Import audio or music**.
- Navigate to the location of the audio or music file. (i.e. the folder in **My Documents/My Videos**.)
- Select the audio or music file.
- Click on **Import**.

Moving/Copying an Item from One Collection to Another

- Click in the **Collection Pane** on the collection the item is in.
- To move an item, in the **Preview Pane** click on the item and drag it to the desired collection in the **Collection Pane**.
- To copy an item, in the **Preview Pane,** hold down the **Control** key then click on the item and drag it to the desired collection in the **Collection Pane**.

Deleting an Item from a Collection

- Deleting clips from the collection does not remove them from the location on the computer they were imported from and does not remove them from the **Timeline** and the **Storyboard**.
- Click on the item in the **Preview Pane**.
- Press the **Delete** key.

Deleting a Collection

- Deleting a collection does not remove the clips from the computer and does not remove them from the **Timeline** and the **Storyboard**.
- Right click on **Collections** in the **Collection Pane** (on the left).
- Choose **Delete**.

Using the Storyboard

Inserting Pictures

- Locate the picture in the **Preview Pane**.
- Click and drag the picture to the desired location.

Inserting Multiple Pictures

- Click on the first desired picture in the **Preview Pane**.
- Hold down the **Shift** key and click on the last picture.
- Add or remove pictures to the selection by holding down the **Control** key while clicking on the pictures.
- Click on one of the selected pictures and drag the group to the desired location.

Arranging the Pictures

- Click and drag the picture to the desired location.

Deleting Pictures

- Click on the picture in the **Storyboard**.
- Press the **Delete** key.

Transitions

Selecting a Transition

- A transition reduces the playing time of the movie by the length of the transition. If the transition takes 1.25 seconds (the default selection), the movie is shortened by 1.25 seconds.
- Click on the **Tasks** button on the toolbar.
- In the **Edit Movie** section, click on **View video transitions**.
- Locate the desired transition.
- Double click on the transition.
- The transition will be demonstrated in the **Monitor**.

Inserting a Transition

- Change to the **Storyboard** if it is not showing.
- Scroll through the **Storyboard** to find the location to place the transition.
- Click and drag the transition from the **Preview Pane** to the box between the desired pictures.

Previewing a Transition in the Movie

- Click on the transition in the **Storyboard**.
- Click on the **Play** button on the **Monitor**.

Removing a Transition

- Click on the transition in the **Storyboard**.
- Press the **Delete** key.

Video Effects

Selecting an Effect

- Click on the **Tasks** button on the toolbar.
- In the **Edit Movie** section, click on **View video effects**.
- Locate the desired effect.
- Double click on the effect.
- The effect will be demonstrated in the **Monitor**

Inserting an Effect

- Change to the **Storyboard** if it is not showing.
- Scroll through the **Storyboard** to find the picture the effect will be placed on.
- Click and drag the effect from the **Preview Pane** to the desired picture.

Previewing an Effect in the Movie

- Click on the effect in the bottom left corner of the picture in the **Storyboard**.
- Click on the **Play** button on the **Monitor**.

Removing an Effect

- Click on the effect in the bottom left corner of the picture in the **Storyboard**.
- Press the **Delete** key.

Working with Multiple Effects

- Right click on the effect in the bottom left corner of the picture in the **Storyboard** and choose **Video Effects**.
- **Available effects** are listed on the left.
- **Displayed effects** are listed on the right.
- To add an effect,
  - ○ Click on the desired effect on the left.
  - ○ Click on the **Add** button.
- To remove an effect,
  - ○ Click on the effect to be removed on the right.
  - ○ Click on the **Remove** button.
- To change the order of the effects,
  - ○ Click on the effect to be moved.
  - ○ Click on the **Move Up** button or the **Move Down** button as needed.
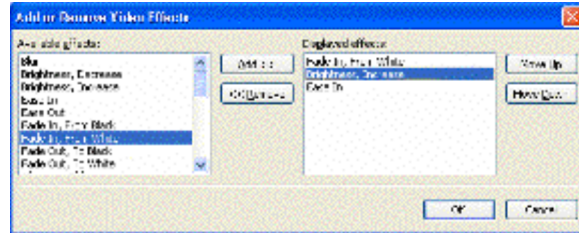
Using the Timeline

Tracks in the Timeline

- The **Video Track** contains the pictures on the **Timeline**.
- Click on the plus in front of **Video** at the beginning of the **Timeline** to reveal the transitions.
- The **Audio/Music Track** contains inserted audio and music clips.
- The **Title Overlay Track** allows the Title to be overlaid on the **Video Track** so that both show at the same time.

Inserting Pictures

- Locate the picture in the **Preview Pane**.
- Click and drag the picture to the desired location on the **Video Track**.
- Be sure to notice the colored bar that is displayed as the picture is dragged into a track. This indicates where the beginning of the picture will be placed in the **Timeline**.

Inserting Music or Audio

- Locate the music or audio in the **Preview Pane**.
- Click and drag the music or audio to the desired location on the **Audio/Music Track**.
- Be sure to notice the colored bar that is displayed as the music or audio is dragged into a track. This indicates where the beginning of the music or audio will be placed in the **Timeline**.

Identifying a Clip/Transition on the Timeline

- Click on the desired clip/transition in the **Timeline**.
- Notice the black box around the clip/transition.
- Triangles on the right and left side indicate the beginning and the end of the clip/transition.

Arranging the Clips on the Timeline

- Click on the clip and drag it to the desired location on the **Timeline**.
- **Note** – It is easier to do in the **Storyboard** than in the **Timeline**.

Deleting a Clip

- Click on the clip in the **Timeline**.
- Press the **Delete** key.

Playing a Clip

- Click on the clip in the **Timeline**.
- Click on the **Play** button on the **Monitor**.

Copying a Clip

- Click on the clip in the **Timeline**.
- On the **Menu Bar**, click on **Edit ✎ Copy**.
- Click where the clip is to be pasted.
- On the **Menu Bar**, click on **Edit ✎ Paste**.

Splitting a Clip

- Click on the time ruler on the **Timeline** where you want the clip to begin playing.
- Click on the **Play** button in the **Monitor**.
- Click on the **Pause** button at the point where the clip is to be split.
- Use the **Next Frame** and **Previous Frame** buttons to find the exact location.
- Click on the **Split Clip** button on the right side of the Monitor Control Panel.

Checking the Playing Time of a Clip/Transition

- Click on the desired clip/transition.
- A box opens which indicates the name of the clip and the duration of time it will play.

Zooming in/out on the Timeline

- In the toolbar above the tracks, click on the **Zoom in** button to magnify the view of the tracks.

- In the toolbar above the tracks, click on the **Zoom out** button to reduce the view of the tracks.

Changing the Playing Time of a Clip/Transition

- Picture clips, Title clips, credit clips and transitions can be adjusted to the desired time they are displayed.
- **Note** – Since audio and music clips have a defined play time, they cannot be stretched to occupy more time. They can be trimmed to take less time.
- Click on the desired clip/transition.
- Move the cursor to the beginning or the end of the clip/transition. (The cursor changes to a red double arrow.)
- Click and drag to the desired time. (A small box opens by the cursor indicating the duration the clip will play.)

Audio Effects

- Right click on the audio/music file on the **Timeline**.
- Choose one of the effects: Mute, Fade In, or Fade Out.

Adjusting the Volume of a Clip

- Right click on the audio/music file on the **Timeline**.
- Choose **Volume**.
- Click and drag the slider to proper volume.
- Click on **OK**.
- Notice that the **Reset** button will reset the volume to the original level.

Title and Credit Screens

- A title can be added at the beginning of the movie, in front of a particular clip for clarification, or over the top of a clip for effect.
- Credits should be added at the end of the movie to give proper credits and recognize the contributors.

The Title Screen

- Click on the **Tasks** button on the toolbar.
- In the **Edit Movie** section, click on **Make titles or credits**.
- Select the placement of the title screen: at the beginning of the movie, before or after a clip, or on a clip.
- **Entering the Title**
  - o Enter the title in the top box.
  - o Enter the subtitle in the bottom box, if desired.
  - o The **Monitor** displays the title and subtitle as they are entered.
- **Choosing the Title Animation**
  - o Click on **Change the title animation**.
  - o Select an animation from the list. The list has three sections: **Titles, One Line**; **Titles, Two Lines**; and **Credits**. Only the section with two lines will display the subtitle.
 - o The **Monitor** shows a preview of the animation.
- **Changing the Title Font and Color**
  - o Click on **Change the text font and color**.
  - o Click on the down arrow and choose the desired font.
  - o Click on the color button and choose the desired color.
  - o Adjust the transparency of the title by clicking and dragging the slider.
  - o Increase the size of the font by clicking on the **Increase Test Size** button
  - o Decrease the size of the font by clicking on the **Decrease Text Size** button.
  - o Click on the appropriate **Position** button, (Left, Center, or Right).
- **Editing the Title**
  - o Click on **Edit the title text**.
  - o Edit the text as appropriate.
- Click on **Done, add title to movie**.
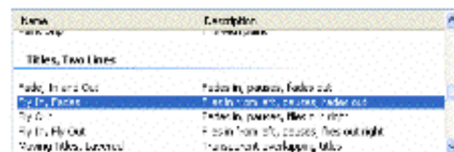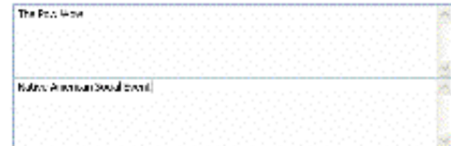
Titles over the Pictures

- Titles can be set to display over the pictures or video.
- Change to the **Timeline** if it is not showing.
- Click on the picture the title is to appear over.
- Click on the **Tasks** button on the toolbar.
- In the **Edit Movie** section, click on **Make titles or credits**.
- Select **Add title on the selected clip** of the movie.
- Type in the desired text.
- To change the animation of the text, click on **Change the title animation**.
- To change the font and colors, click on **Change the text font and color**.
- Click on **Done, add title to movie**.
- **Note:** Any title can be moved to the **Title Overlay** track to place it over the picture or clip.

The Credit Screen

- Click on the **Tasks** button on the toolbar.
- In the **Edit Movie** section, click on **Make titles or credits**.
- Select **Add credits at the end** of the movie.
- Type in the desired text.
- To change the animation of the text, click on **Change the title animation**.
- To change the font and colors, click on **Change the text font and color**.
- Click on **Done, add title to movie**.

Editing a Title or Credit

- Double click on the title or credit to be edited.
- Make the desired changes.
- Click on **Done, add title to movie**.

Adding a Narration

- On the **Menu Bar**, click on **Tools ⇘ Narrate Timeline…**.
- Move the playback indicator on the **Timeline** to a location with no files in the **Audio/Music Track**.
- **Note** – Two audio/music files cannot occupy the same location in the **Audio/Music Track**.
- Adjust the volume of the microphone.
- Click on the **Start Narration** button.
- Narrate the clip as appropriate.
- Click on the **Stop Narration** button.
- Click on **Done**.
- The default location for the narration is in a **Narration** folder inside the **My Videos** folder.
- Navigate to the location if different from the default.
- Enter a name for the narration.
- Click on the **Save** button.
- The narration will drop into the **Audio/Music Track**, pushing other files out of the way.

Previewing the Movie

- In the **Storyboard,** scroll to the beginning and click on the first clip,
- OR in the **Timeline**, slide the playback indicator to the beginning.
- Click on the **Play** button in the **Monitor**.
- To have the movie play full screen, click on the **Full Screen** button just above the **Play/Pause** button.
- To exit full screen, just click on the screen.

Saving the Movie

- On the **Menu Bar**, click on **File** ⇨ **Save movie file**.
- Choose **My computer** to save the movie to the computer.
- Other choices are:
  - o **Recordable CD** – Saves the movie to a recordable CD.
  - o **E-mail** – Saves and sends the movie with the default e-mail program on the computer.
  - o **The Web** – Saves and sends the movie to a video hosting provider.
  - o **DV camera** – Record the movie to a tape in your DV camera for playback.
- Click on the **Next** button.
- Give the movie a name and select the location for the movie to be saved to.
- Click on the **Next** button.
- Choose the movie setting for saving the movie.
  - o The default is to create a .wmv with a display size of 640 X 480 pixels.
  - o To view more options, click on **Show more choices…**
    - ③ To fit the movie to a smaller size for sending over email or posting on a website, choose **Best fit to file size:**.
      - Use the up or down arrows to choose the desired file size.
      - **Note:** Reducing the file size reduces the display size.
    - ③ **Other Settings**: These settings provide a range of possibilities.
      - Choose **DV-AVI** (the best quality and largest file size) if the movie will be burned to a DVD later.
- Note the estimated size of the movie.
- Click on the **Next** button.
- The movie is saved to the selected location. This may take some time, depending on the length of the movie and the movie settings selected above.
- Decide if the movie should be played.
- Click on the **Finish** button.

Playing the Movie

- Open the **Windows Media Player** by clicking on **Start** ⇨ **All Programs** ⇨ **Windows Media Player**.
- On the **Menu Bar**, click on **File** ⇨ **Open…**.
- Navigate to the location of the movie file.
- Click on the desired movie file.
- Click on the **Open** button.
- Click on the **Play** button to play the movie.
- Click and drag the sliding bar above the movie controls to move to different parts of the movie.
- While the movie is playing, hold down the **Alt** key and press the **Enter** key to go to **Full Screen Mode**. (Hold down the **Alt** key and press **Enter** to return to the previous size.)

Creating an AutoMovie

- **AutoMovie** assists with the quick creation of a movie by assembling all pictures, videos, and music from a collection into a single presentation.
- Create a collection where all of the desired resources for the movie are located.
- Click on the down arrow in the toolbar and select the collection for the **AutoMovie**.
- On the **Menu Bar**, click on **Tools ↘ AutoMovie**.
- Select a style for the movie from the list.
- Click on **Enter a title for the movie** and enter the desired title.
- Click on **Select audio or background music** and navigate to the location of the desired music or audio.
- Click on the desired music or audio and then click on the **Open** button.
- Click and drag the slider to adjust the comparative volume of the audio from the video clips as compared to the chosen audio or music file.
- **Note** – The combined time of the pictures and the video must be at least 30 seconds to create an **AutoMovie**.
- Click on **Done, edit movie**.
- Click and drag to arrange the pictures and video clips on the **Storyboard**.
- The credits at the end list the author as entered in the **Options** window.
- Make other adjustments as needed.
- Save the project file for future editing, i.e. **File ↘ Save Project As…**
- Save the movie file, i.e. **File ↘ Save Movie File…**

Name	Description
Flip and Slide	Flip, slide, reveal, and page curl video transitions are applied bet…
Highlights Movie	Clean and simple editing with cuts, fades, a title, and credits
Music Video	Quick edits for fast beats, and longer edits for slow beats
Old Movie	Film age video effects applied to clips to make an older-looking m…
Sports Highlights	Video clips with fast pans and zooms are selected to capture the …

Resources

Creativity Packs

- A creativity pack is available at the Microsoft web site. It contains title and end credits, video titles, music tracks and music transitions, and sound effects.
- Open the Internet, and go to www.microsoft.com
- In the **Search** box, enter **Movie Maker Creativity Packs**.
- Choose the desired file and click on the **Download** link.
- When the download is complete, double click on the file to install it.

Picture Sources

File Format Types

- The supported picture file formats are: .bmp, .dib, .emf, .gif, .jfif, .jpe, .jpg, .jpeg, .png, .tif, .tiff, and .wmf.
- The most common formats are .bmp, .gif, .jpg, and .tif.

The Internet

- Check the copyright information of the pictures. Do not use pictures without permission.
- Go to a website with graphics.
- Locate the desired picture.
- Right click on the picture and choose **Save Picture As..**
- Navigate to the desired location for saving the picture. Save the pictures in your movie folder, i.e. **My Documents/My Videos/**movie folder.
- Change the file name as desired and click on the **Save** button.
- Import the pictures into the desired **Collection**.

Digital Camera

- Save the pictures to the computer.
- Import the pictures into the desired **Collection**.

Scanner

- Scan the pictures into the computer.
- Import the pictures into the desired **Collection**.

Sources of Audio or Music Files

- Music has two parts to the copyright, the rights of the composer and the rights of the performer.

File Format Types

- The supported audio file formats are: .aif, .aifc, .aiff, .asf, .au, .mp2, .mp3, .mpa, .mpa, .snd, .wav, and .wma.
- The most common formats are .mp3, .wav, and .wma.
- **Note:** Midi files cannot be used.

The Internet

- Check the copyright information of the audio or music file. Do not use files without permission.
- On the Internet, go to an appropriate site of audio or music files.
- Locate the desired audio or music file.
- Right click on the link.
- Choose **Save target As..**.
- Navigate to the desired location for saving the audio file. Save the audio or music in your movie folder, i.e. **My Documents/My Videos/**movie folder.
- Change the file name as necessary and then click on **Save**.
- Import the music into one of the **Collections**.

Your Own Recording

- You can record your own audio file and save it to the computer.
- Click on **Start _ All Programs _ Accessories _ Entertainment _ Sound Recorder**.
- Hold the microphone to your mouth and click on the **Record** button (red dot).
- Click on the **Stop** button (black rectangle) immediately when finished.
- **Caution** - Each sound must be saved and then click on **File _ New,** or the new sound will be added to the end of the previous one.

Location of Files

- Changing the location of the original files after they have been imported into **Windows Movie Maker** will break the connection.
- If a file has been moved, the **Preview Pane** will display a large red X instead of the media.
- Double click on the clip and browse to the new location to reconnect the moved file.
- Click on the desired file.
- Click on **OK**.