



Post-Production Handout

Name _____

Date _____

Welcome to post-production!

You have completed filming for your documentary, all of your footage has been uploaded to the computer, and you are ready to start the video-editing process.

Your first job as video-editors is to take stock of all your raw footage – footage that has not been edited or modified. You should watch each of your clips, looking for the best takes to include in your PSA.

This is an important and time-consuming process – and not a process you would like to repeat! As you work, it is important that you rename and organize your clips in a meaningful and memorable way, clearly indicating the best takes as you go along.

Your second job is to start trimming the clips you might use in your film. A trimming tool in video-editing software works just like a scissor would with a strip of film, making a cut where you tell it. The good news is that with video editing, you still have the raw footage if you make a mistake!

You want to make initial trimmings for this stage of the process
– cutting out extra footage at the start and the end of a clip and extracting parts of a clip you want.

Do not trim too closely yet. You may want some extra footage for a transition, and you can always make more precise trims later.

As you trim the clips for your project, you will start moving those clips into your timeline/project, using your storyboard to guide you.

Checklist:

All clips are renamed and organized _____
Useable clips have all been trimmed _____
Selected clips have been moved into the timeline/project _____