

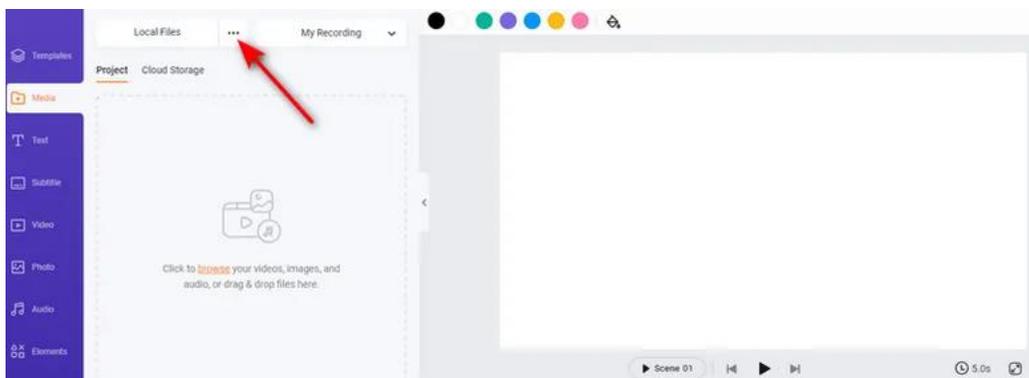
Editing Using FlexClip (on Chromebooks)

Getting Started

1. Open <https://www.flexclip.com> in your browser.
2. On the front page, you can click the **Create a Video** button to enter the editing page directly. You can also choose a template first by clicking the **Create by Templates** button.
3. On the template page, easily click the **Create a Video** button or click the Customize button of a template to start video editing.
 - a. To make a video easier, you can select a template on the [template page](#) first. The template can be changed on the editing page freely. Entering keywords in the search box can help you find your desired template.

Adding Video Clips to Project

1. To use your own files, click Media on the sidebar and click the Upload Files button to choose video clips, images, and music files from your computer.
2. Click the three dots icon and you can choose to upload files from your computer, phone, Google Drive, Google Photos, One Drive, and Dropbox.



Editing Video Clips

1. Timeline

- a. On the project timeline (seen below), find useful options to edit elements in detail.
- b. Moving the Zoom slider can adjust the timeline's length to get a better view. The Fit to Screen button also accomplished this.



2. Add Scene

- a. The Timeline mode lets you combine many scene into a complete video project.
- b. To add a new blank scene, you just need to click the **Add Scene** button or "+" icon at the end of the track. You can easily delete the scene by clicking the trash icon.

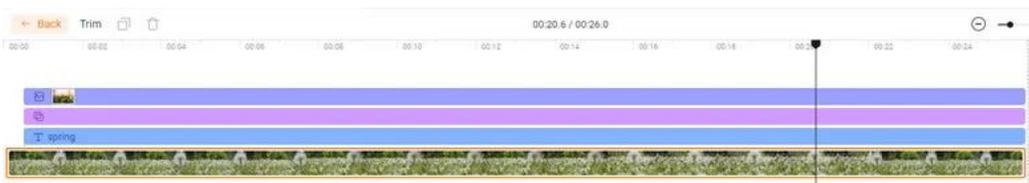


3. Edit Scene

- a. On the timeline, you can find other useful editing options, such as **Timeline, Add Scene, Split, Trim, Duplicate, Delete**, etc.



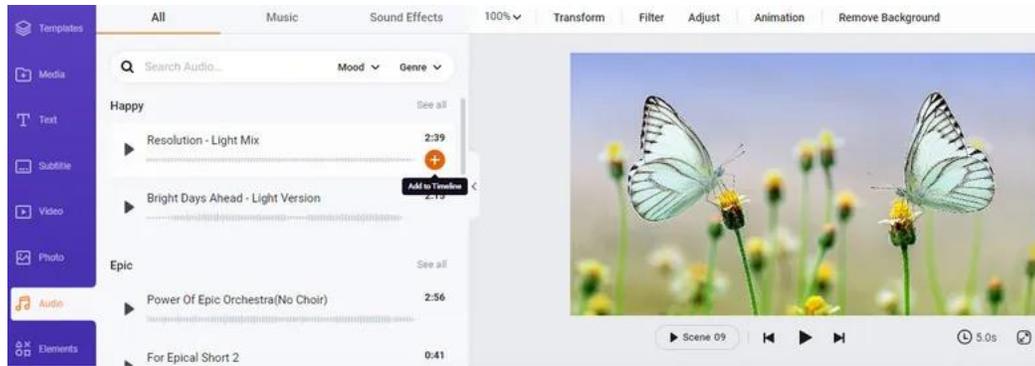
- b. Click the **Split** button to cut a scene into two parts.
- c. Dragging the **playhead** can locate the position to start the preview.
- d. You can drag the edge of a scene to lengthen or shorten it's time.
- e. The **Timeline** button will bring you into another window, which offers you a timeline mode in detail and allows you to edit multiple layers/elements freely.



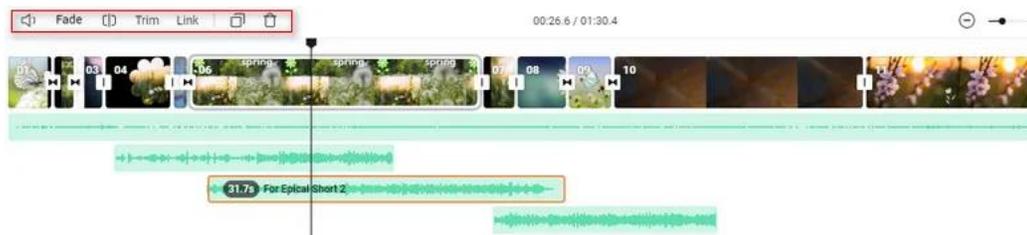
Adding and Editing Music

1. You can choose to upload local music files from **Media**, click the audio track on the timeline to upload audio directly, or search resources from the **Audio** library. Click the **Audio** tab,

enter keywords and you can find the one you need. Add it to the timeline, and it will be added to **Media** automatically.



2. You can add several music files to different tracks on the timeline, and drag to adjust the position to fit the whole video. In the toolbar at the top of the timeline, you can find options like **Volume, Fade, and Split**.



Exporting Your Video

1. When you are done creating your video, you can drag the playhead to the beginning of the timeline to preview the whole video.
2. Click the Export button. You can choose quality from 480p and 720p. We recommend exporting at not lower than 720p.



FlexClip is very user-friendly and provides many tutorial videos on their website to assist in all your editing needs! Below is a list of some helpful tutorial videos provided by FlexClip.

1. [How To Use and Customize Video Templates](#)
2. [How to Work with Timeline Mode](#)
3. [The Ultimate Beginner's Guide](#)

EDITING USING iMovie (on iPads)

Creating a Project

1. From the Projects browser, tap the Create button  , then tap Movie.
2. The Moments screen appears, showing your media organized into moments—all the photos and video clips from a particular day or event.
3. Tap the photos and video clips you want to include in your movie.
4. You can tap individual items or tap  to choose an entire moment. Selected items appear with a blue checkmark icon .
5. Note: To view your video clips, photos, and albums in the media library, tap Media in the upper-left corner.
6. Tap Create Movie (at the bottom of the screen).

EXTRA TIP: To undo or redo an action, do one of the following:

- Tap the Undo button 
To redo the action, touch and hold the Undo Project Edit button, then tap Redo Project Edit.
- Shake your device and tap Undo Project Edit or Redo Project Edit.

Adding Video Clips to Project

1. With your project open, scroll the project timeline so that the playhead (the red vertical line) appears where you want to add a video clip.
2. Tap the Video button on the left above the project timeline; all your video clips appear in the Video browser above. Note: If you're holding your iPad in portrait orientation, first tap the Media Library button in the upper-left corner of the screen, and tap the Video button at the bottom of the window that appears.
3. To add an entire clip to your project, tap to select the clip, and tap it again to add it to your project.

Editing Video Clips

- To *trim* a clip
 - In the project timeline or the Video browser, tap the clip once.
 - Drag either yellow trim handle to trim the clip.
- To *move* a clip
 - In the project timeline, touch and hold the clip until it pops off the timeline, then drag it to a new location in the timeline. Moving audio works the same exact way.
- To Zoom In or Out
 - Pinch the center of the timeline to zoom out, or pinch apart to zoom in.
 - When you pinch, just the timeline, not the image in the viewer, expands or contracts.
 - Zooming in expands individual clips, so you can see more detail in each clip within the timeline. Zooming in may make it easier to trim clips. Zooming out contracts individual clips so you can see more clips in the timeline at once, without scrolling.
- To *split* a clip
 - With your project open, scroll the project timeline to position the playhead (the red vertical line) where you want to split a video clip.
 - Tap to select the video clip (it becomes outlined in yellow), and swipe down over the playhead to split the clip.
- To delete a clip from a project
 - With your project open, in the project timeline, touch and hold the video clip or photo until it pops off the timeline.
 - Drag the clip or photo out of the timeline until you see the puff of smoke in the corner of the clip, and release. Audio deletion works the same exact way.

Adding Audio

You can add background music, special effects, or your own recorded audio to iMovie.

1. With your project open, tap Audio at the bottom of the media library.

Note: If the media library is not visible, tap the Add Media button  in the upper-right corner, then tap Audio at the bottom of the media library.

2. To find music previously synced to your device from your computer, tap Theme Music or any one of the listed categories.
3. To listen to the music before adding it, tap the item.
4. To add the music to your movie project, tap the item, then tap Use.

Add Sound Effects

iMovie comes with dozens of free sound effects that you can add to your movie.

1. With your project open, scroll the timeline so that the playhead (the white vertical line) appears over the location where you want the sound effect to begin.
2. Tap Audio at the bottom of the media library.

Note: If the media library is not visible, tap the Add Media button



in the upper-right corner, then tap Audio at the bottom of the media library.

3. Tap Sound Effects.
4. To listen to a sound effect before adding it, tap the item.
5. To add a sound effect to your movie project, tap the name, then tap Use.

Record Audio

You can record audio, such as voiceovers, directly into your iMovie project.

1. With your project open, scroll the timeline so that the playhead (the white vertical line) appears over the place where you want the recording to begin.

2. Tap the Voiceover button 

3. When you're ready, tap Record.

After a 3-second countdown, recording begins.

4. To stop recording, tap Stop.

5. Do one of the following:

- To delete the recording and dismiss the recording controls: Tap Cancel.
- To start the countdown again and record a new audio clip: Tap Retake.
- To listen to the recording: Tap Review.
- To keep the recording and add it to your project: Tap Accept