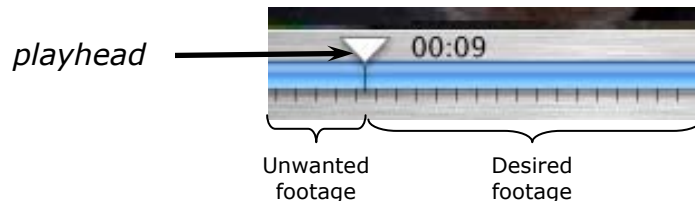


Editing the Video Clips (Removing Unwanted Footage)

1] Select a clip from the Shelf. Play the clip. Use the space bar on the keyboard to start and stop the playback.

2] Position the Playhead between the end of the excess footage and the beginning of the desired footage.



3] Click **Edit** and select **Split Video Clip at Playhead**. This will create an additional clip on the shelf (appended with a number after the clip name; example, "Clip 02/1").

**Before
split**



**After
split**



4] Deselect the two clips. Click **Edit** and **Select None**.

5] Select the clip with the unwanted footage and click delete.

6] Repeat steps 1 to 4 until all the excess footage are deleted.

7] Write down the name and nature of the clip (ex" "Clip 02/1—at the voting table"). (Note: Be sure to empty the trash after each session - EDIT, EMPTY TRASH)

8] Sequence the clips.

9] Identify the order of the clips.

10] Drag the clips from the Shelf and drop them in the Clip Viewer to rearrange the sequence.