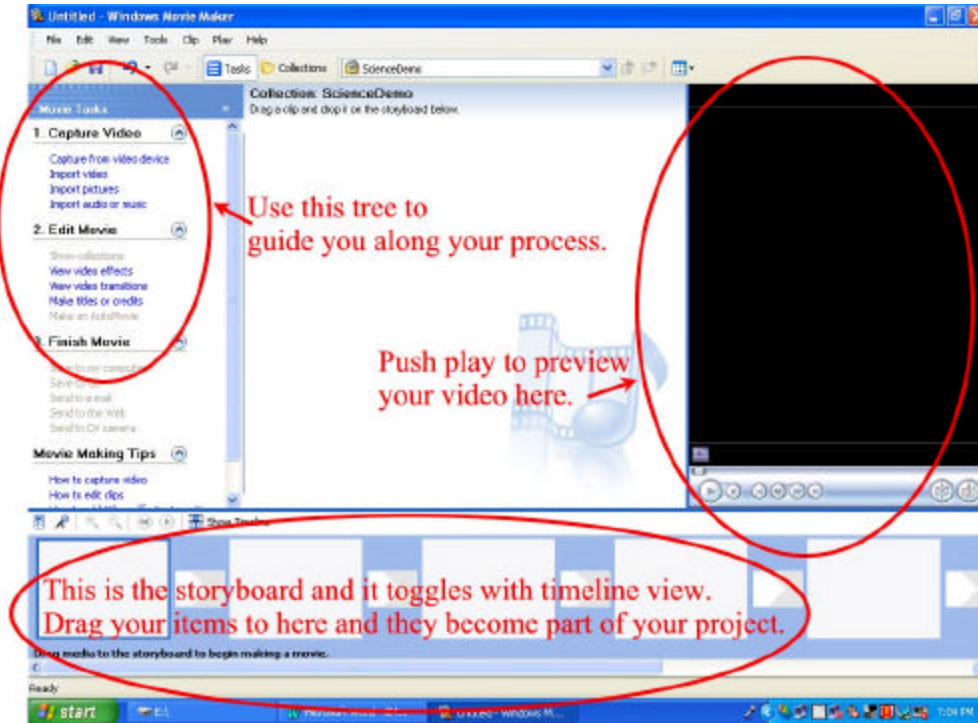# *Using Windows Movie Maker*

To build your project:

Make a project collection:
Click on the "collection" button on the toolbar at the top of the screen.
In the tree that appears, right click on the word "collections".
Choose to "add a new collection" and give the collection a name.

Choose the "tasks" button to bring the task tree up.
This is a helpful guide to what your options are.

Import pictures:
On the Movie tasks tree, select import pictures.
Then choose where you want to get your pictures from.
You can add multiple pictures at a time by holding down the shift key and selecting multiple pictures or you can select all pictures by holding the shift key and clicking on the first and then the last picture.
Complete this process by clicking "Import" and the selected photos will be places in your collection in movie maker.

You can import video and sounds as well.

Using the storyboard:
After you have pictures etc. in your collection-
Pick a picture that you want to go in the movie and drag it into the storyboard.
The program will place the picture into the next available slot, but you can force pictures to be placed between other pictures which are already in the storyboard by dragging the picture between the pictures you want it between.

Video Transitions:
You can then add "video transitions" by choosing "view video transitions" under "edit movie" in your tasks tree.
Now instead of your pictures, you should see all the choices for transitions between pictures.
Choose one and drag it to one of the smaller boxes between your pictures in the storyboard like you did pictures before.
You can change them by putting a different one over the top of a transition or remove a transition by clicking on it in the storyboard and pressing the delete key.

Video Effects:
You can then add "video effects" by choosing "view video effects" under "edit movie" in your tasks tree.
Now instead of your pictures, you should see all the choices for video effects.
These will alter to your pictures such as make them look like an old video or fade to black etc.
Choose one and drag it to one of the smaller boxes on the lower left of your pictures in the storyboard like you did for the transitions and pictures previously.
Again you can change them by putting a different one over the top of an effect or remove an effect by clicking on it in the storyboard and pressing the delete key.

To add a title or credits:
Choose "make titles or credits" from the tasks tree.
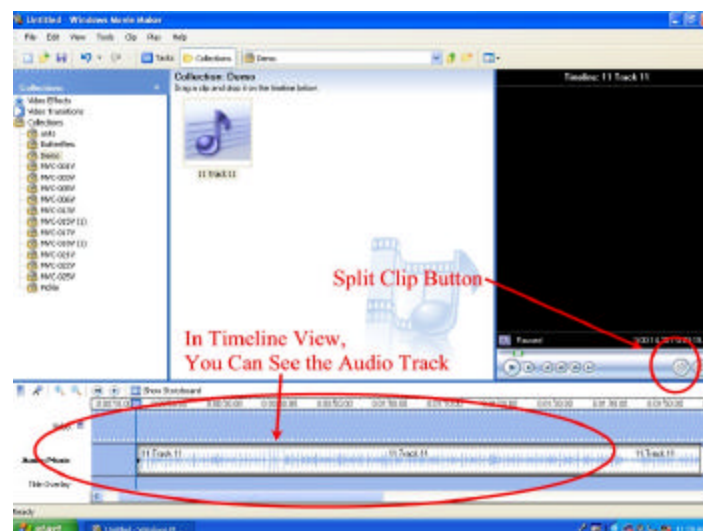Choose where you want your title or choose to add credits.
Type in your text.
Edit the text as you would in other windows programs under the "more options" section.
When done, choose "done, add to movie."

To save a project:
Choose "file," and then "save (project) as" or "save project" if you are simply altering an existing file.

To Add Audio to a movie:

Record the narration or digitize the music.
 For Narration:
1. Make sure you have a microphone hooked up to the computer.
2. On the "start" menu, choose "programs".
3. Then choose "Accessories"
4. Choose "Entertainment."

5. Choose "Sound Recorder".
6. Record your audio.
7. Save your recording by choosing " File" and then "Save". Note the file extension should be ".wav" and you should save it where you will be able to find it. (Default should be to your "My Music" folder.

For Digitizing:
1. Make sure you own a legal copy of the audio you are planning to digitize. [Copyright infringement if not…also, you may use no more than 30 seconds of any copyrighted material (at last check)….other copyright information should be checked into before use.]
2. Insert the audio into the computer.
3. In media player, choose what you want to copy.
4. Hit the "copy" button.
5. This should copy the audio files to your "My Music" folder.

Import the audio to movie maker using the "tasks" tree.
Then toggle to "timeline" view instead of "storyboard" view.
Drag the audio into position on the video timeline.
If necessary, split the audio into clips by dragging the blue timeline position marker into the location where you want to cut it.
Click on the "Split Clip" button on the video preview toolbar.
This cuts the audio into 2 pieces.
Delete any pieces you are not going to use by selecting it and pushing the "delete" key.
You can "fade in" or "fade out" your audio by right clicking on the audio track in the "timeline" and selecting to "fade in" or "fade out."

*****Note: Any changes to the pictures etc. in the video will alter the audio track location. I suggest adding the audio tracks last to avoid headaches.*

To complete a movie:
On the task tree, under "finish movie" choose where you want to save the movie.
This process is rendering the movie or compressing it.
This step takes a long time.