grass valley
A BELDEN BRAND

GO! V2.1

BROWSER-BASED VIDEO TIMELINE EDITOR

(Includes New Feature Descriptions for Go! v 2.2 and 2.3)

User Guide

Issue 2 Revision 2

2018-10-17

www.grassvalley.com

Copyright and Trademark Notice

Copyright © 2018, Grass Valley Canada. All rights reserved.

Belden, Belden Sending All The Right Signals, and the Belden logo are trademarks or registered trademarks of Belden Inc. or its affiliated companies in the United States and other jurisdictions. Grass Valley, Go! v2.1 are trademarks or registered trademarks of Grass Valley Canada. Belden Inc., Grass Valley Canada, and other parties may also have trademark rights in other terms used herein.

Terms and Conditions

Please read the following terms and conditions carefully. By using Go! documentation, you agree to the following terms and conditions.

Grass Valley hereby grants permission and license to owners of Go! to use their product manuals for their own internal business use. Manuals for Grass Valley products may not be reproduced or transmitted in any form or by any means, electronic or mechanical, including photocopying and recording, for any purpose unless specifically authorized in writing by Grass Valley.

A Grass Valley manual may have been revised to reflect changes made to the product during its manufacturing life. Thus, different versions of a manual may exist for any given product. Care should be taken to ensure that one obtains the proper manual version for a specific product serial number.

Information in this document is subject to change without notice and does not represent a commitment on the part of Grass Valley.

Warranty information is available from the Legal Terms and Conditions section of Grass Valley's website (www.grassvalley.com).

Title	Go! v2.1 User Guide
Part Number	Issue 2 Revision 2
Revision	2018-10-17, 13:18

toc

Table of Contents

1 Introduction 1

Description 1
Starting the Go! Editor 2
Go! Workflow 2
New Features (Versions 2.1 to 2.3) 4
New Features Introduced with Go! version 2.1 4
New Features Introduced with Go! version 2.2 4
New Features Introduced with Go! version 2.3 5
Adjustable Timeout Period 6
Audio Output Routing Controls 6
Audio VU Metering 7
Working with Multiple Edit Timelines 8
Jump to Source Player Marker 9
Reset Audio Levels 9

2 Editing Screen Overview 11

Screen Panels 11
Change Panel Sizes 11
Hide Panels 12
Screen Icons 13
Clip Controls 13
Player Control Bars 14
Sidebar Options 15
Go! Preferences 16
Preferences 16
Audio Mapping 16
Beta Features 16
Player Bitrates 17
Timeline Options 17
Change Password 18
Logout 19
Source Audio Tracks Panel 19
History & Snapshots Panel 20
Create Snapshot 20
Keyboard Shortcuts 21
Search Panel Shortcuts 21
Bins/Upload Panel Shortcuts 21
Source Player Panels Shortcuts 22
Timeline Player Panel Shortcuts 23
Timeline Panel Shortcuts 23
Sidebar and General Shortcuts 25

3 Search Panel 27

Description 27
Select Search Area 27
Menus 28

Options Menu 28
Right-click Menu 28
Basic Search 29
Advanced Search 30
Clip Views 31
Preview a Clip 32
Sort Clips 32
Add/Remove Headings 32
Clip Options Menu 33
Add a Clip to the Bin 33
Add a Clip to the Timeline 33
Publish to Placeholder (sQ Only) 33
Pre-selecting a Placeholder for Later Publishing 34
Additional Options 35
Download a Clip 35
Create a Snapshot 35
Add a Comment (sQ Only) 36
View Clip Metadata 36

4 Source Player Panel 37

Description 37
Menus 37
Options Menu 37
Right-click Menu 38
Load a Clip into the Source Player 39
Navigate the Clip 40
Full Screen View 40
Reading Clip Timecodes 40
Create a Sub-clip 41
Enable Hotspots 41
Audio Tracks in the Source Player 42
Add a Clip to the Bin 42
Add a Clip to the Timeline 42
Additional Options 43
Download a Clip or Sub-clip 43
Create a Snapshot 43
Add a Comment (sQ Only) 43
View Clip Metadata 44

5 Bins/Upload Panel 45

Description 45
Menus 45
Options Menu 45
Right-click Menu 46
Search 47
Add New Bin 47
Select Bin 48
Bin Views 48
Clip Menu 48
Add a Clip to the Timeline 49
Upload Media 49
Publish Bin 50
Additional Options 51
Download a Clip 51
Create a Snapshot 51

Add a Comment (sQ Only) 51
View Clip Metadata 52

6 Timeline Panel 53

Description 53
Menus 53
Options Menu 53
Right-click Menu 54
Timeline Panel Markers 55
Add, Insert or Replace Clips in the Timeline 56
Adding a Clip to the Timeline 56
Inserting a Clip into the Timeline 56
Replacing a Clip in the Timeline 57
Timeline Zoom 58
Edit Clips on the Timeline 58
Reorder Clips 58
Trimming Clips (Basic Mode) 59
Trimming Clips (Advanced Mode) 60
Transitions 62
Add a Transition 63
Edit/Modify a Video Transition 63
Remove Transitions 64
Audio Tracks 64
Selection of Audio Tracks (Advanced Audio Mode) 65
Mute and Solo Audio Track Controls 66
Add / Delete Audio Tracks 66
Trim Audio Tracks 67
Trim Selected Audio Tracks Independently 67
Adjust Audio Levels 68
Audio Fades 69
Add an Audio Fade 69
Edit/Modify a Fade 70
Remove a Fade 70
Play the Timeline 71
Publish the Edit Timeline 71
Additional Options 72
Create a Snapshot 72
Add a Comment (sQ Only) 72

7 Timeline Player Panel 73

Description 73
Menus 73
Options Menu 73
Right-click Menu 74
Navigate the Timeline Clip 75
Full Screen View 76
Timeline Selection Zone 76
Add a Voiceover 78
Additional Options 78
Create a Snapshot 78
Add a Comment (sQ Only) 79

Appendix A Technical Information 81

Go! Preferences - Beta Features 81

Disabling Chrome Hardware-accelerated Video Decode 83

1 Introduction

Description

Go! is a multi-platform, browser-based, timeline video editor. It allows broadcasters to view all content from any of their media libraries remotely from a standards-based desktop, laptop or smartphone web browser. Go! enables access to content from practically anywhere with Internet access by way of the Media Bin.

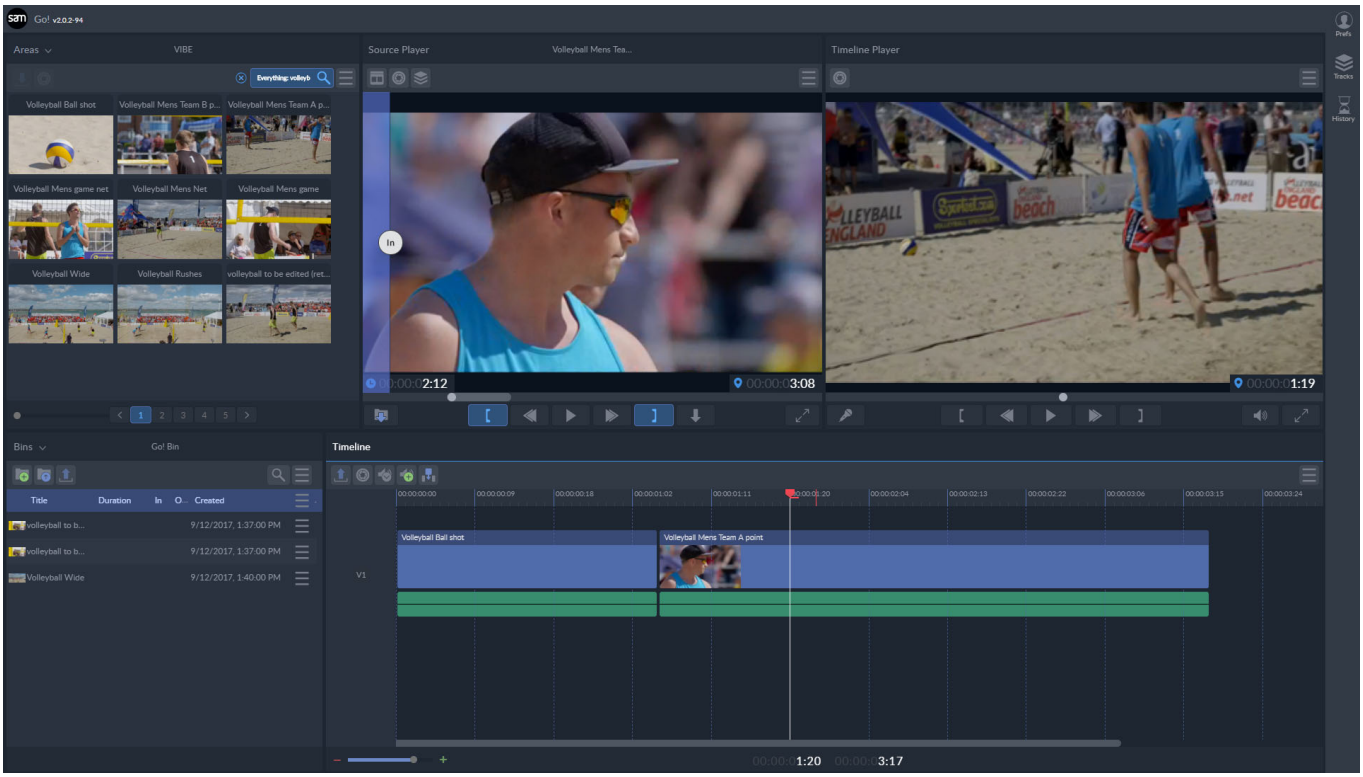


Fig. 1-1: Go! Main Screen

Viewing content remotely, on even a poor quality Internet connection, users can use a traditional timeline to build a news package from clips and sub-clips (including live recordings), upload local content, record a voice over, then publish to a SAM zone where the full quality content can either be played as-is, or loaded into an installed software SAM editor for further refinement and effects.

> **Note:** In this User Guide certain Go! features may be restricted to either the sQ environment or as part of a Momentum system and marked as sQ Only or Momentum Only in the text.

Go! also enables users to view and edit metadata, add and review comments, and view logging.

Other features include:

- Download full or sub-clips as MXF files or MP4 (sQ Only) files.

- Download a clip's audio as a WAV file, including a custom audio channel selection.
- Take a high quality still frame and download as a JPEG.
- Create and manage bins which can double as quick EDLs.
- A Timeline interface for all round improved performance:
  - Timeline ruler
  - Duration lengths
  - More editing hot keys
  - Improved zoom controls
  - Improved trimming tools
  - Improved transition tools
  - History and snapshot for changes and versions
  - Source timecode display.

Starting the Go! Editor

Access into Go! is generally controlled through a Remote User system and a username and password are required to log in. Contact your system administrator for information, if necessary.

Once logged on as a user, select **Go!** from the user menu.

> **Note:** See the *Remote User Welcome Guide*, available from the login screen, for details.

Start the Go! Editor from a Google Chrome web browser as follows:

- Enter the following URL into the browser address field, making sure to use **https**:// in the URL and *not* http://.

  https://<*IP _Address*>**/GO**

Where <*IP _Address*> is the IP address of the Remote User system.

> **Note:** For best performance, it is always recommended to run Go! from a Google Chrome web browser. Before running Go! for the first time, make sure to follow the steps in Appendix section **Disabling Chrome Hardware-accelerated Video Decode, on page 81**

Go! Workflow

Go! can be used on a laptop or tablet in the main facility, or in other remote locations.

Using metadata, search the configured search **Areas** for clips, then select whole and sub-clips and drag them to the timeline, building a rough-cut edit. The tails of all the clips can be accessed on the timeline - including live feeds and in-progress file ingests - and manipulated by frame accurate editing, to produce a high-quality news package.

Record a voiceover in the browser from the device's preferred microphone directly to the timeline. Additionally, content can be shot and used directly from a mobile device.

Once the edit has been completed the timeline is published to the target site. Here, another editor running Rio or the Go! Plugin for Adobe Premiere Pro can pick up the edit and refine it with effects, text or other elements, or the clip can be played out directly using sQ Play or from third party automation.

If a specific category is added when publishing the timeline, Fileflow will export the timeline (if configured) as a flat MXF file to a target third party system.The following graphic shows an outline workflow example using the panels of the Go! editing screen:

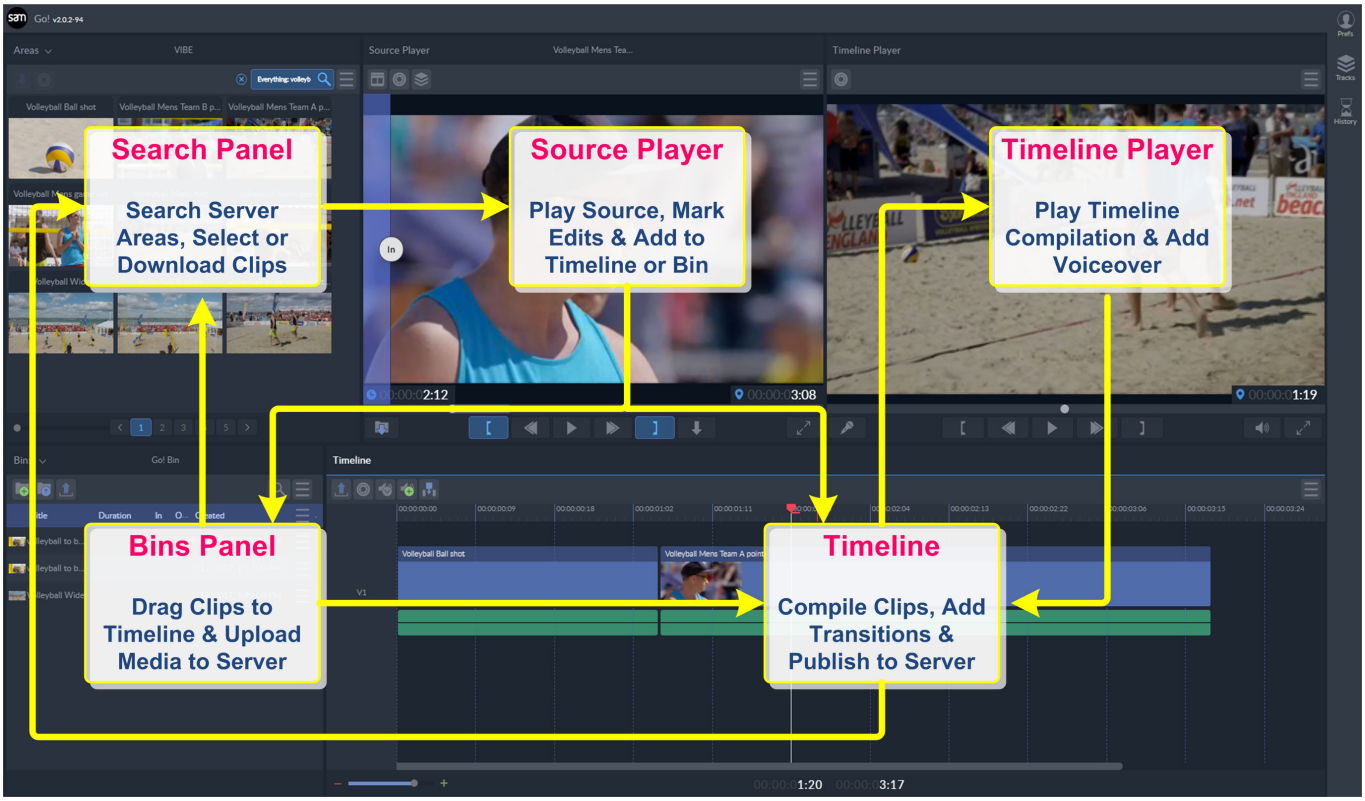


Fig. 1-2: Go! Workflow

For details of each panel see the corresponding chapter in this *User Guide*.

New Features (Versions 2.1 to 2.3)

New Features Introduced with Go! version 2.1

New features for Go ! Production Suite version 2.1 include:

- Editing of multiple audio tracks
- Solo/mute setting for each audio track
- Source track selection (editing from)
- Timeline track selection (editing to)
- Separate audio tracks panel
- Quick source player audio track selection
- Audio transition tools
- Collapse or expand audio tracks for clarity
- Add extra audio tracks
- Video/audio only overwrite mode
- Insert or replace editing modes
- Audio only timeline support (for example, record voiceover first)
- Audio waveform display
- Improved timeline trim tools, including trim by number of frames with keyboard shortcuts
- Ability to work with media from networked storage and/or sQ Server
- Advanced search tools
- Publish to sQ numbers
- Additional keyboard shortcuts and performance improvements.

Watch the Go! V2.1 New Features short video demonstration.

New Features Introduced with Go! version 2.2

New features for Go ! Production Suite version 2.2 include:

- Media bin updates, including:
  - A new function to change column positions in the Go! Media bin by dragging left to right.

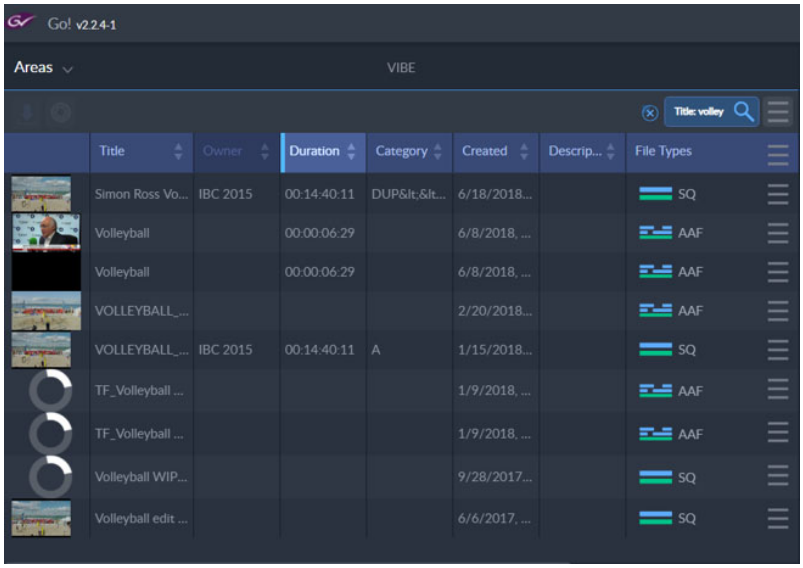


Fig. 1-3: Go! version 2.2 Media Bin

- Changes to the appearance of the Media Bin in Go!, including a **File Types** column and a new slider menu to switch the view between thumbnails and file list.

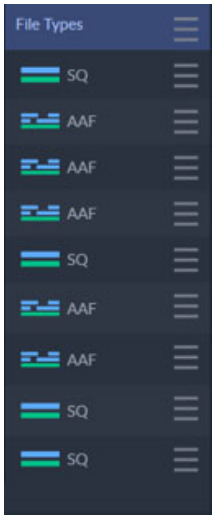


Fig. 1-4: Go! version 2.2 Media Bin File Types Column

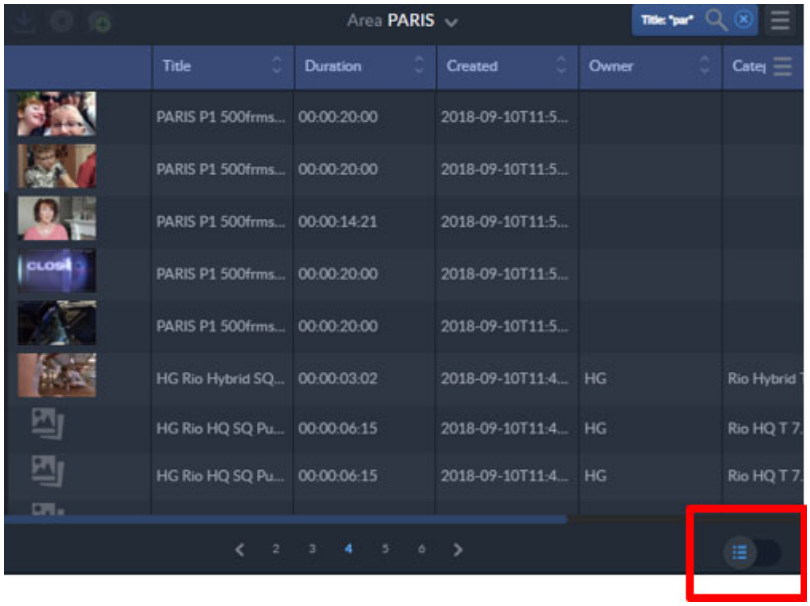


Fig. 1-5: Go! version 2.2 Media Bin View Slider

New Features Introduced with Go! version 2.3

New features for Go ! Production Suite version 2.3 include:

- Adjustable timeout period.
- Audio output routing controls.
- Audio VU metering in the source/timeline player.
- User management anonymous login.
- Performance improvements.
- Ability to have multiple edit timelines.
- Jump to Source Player markers.
- Reset audio levels for segment or track.

Adjustable Timeout Period

Enables administrators to set the timeout period for a user session.

Audio Output Routing Controls

Audio output Routing controls are now available in the preferences panel under the **Output** option:

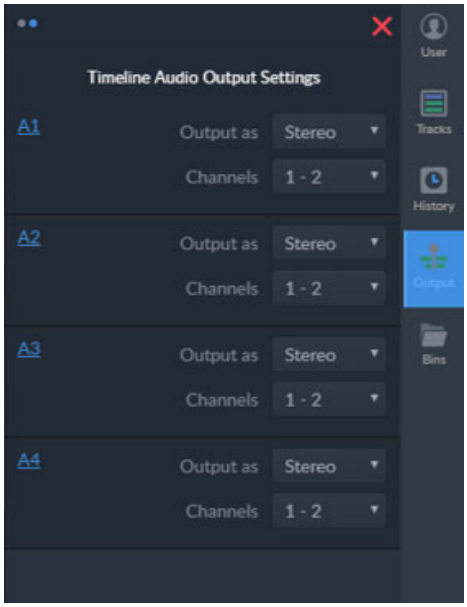


Fig. 1-6: Go! version 2.3 Audio Output Routing Controls

Using the Timeline Audio Output Settings panel you can choose how each audio track on the timeline is delivered when publishing a timeline.

You can set up timeline defaults for each new timeline using the user preferences menu. To add or remove tracks to/from the default timeline settings use the + or **X** symbols in the default timelines panel.

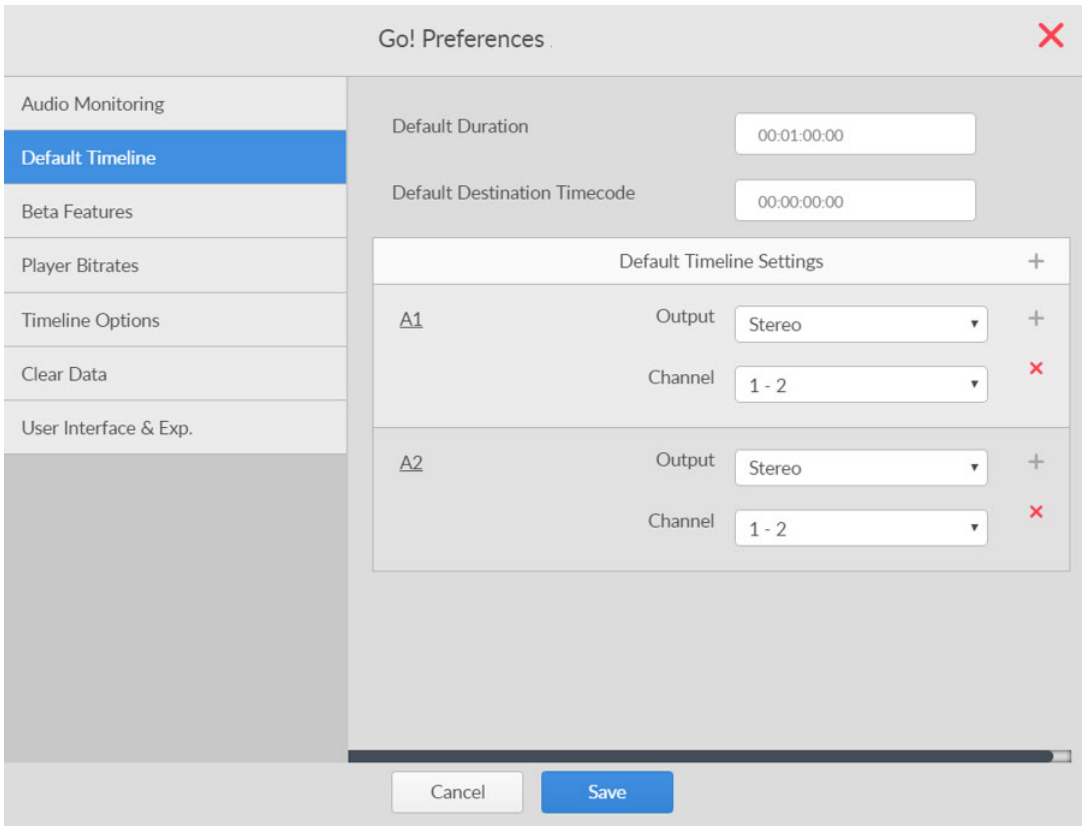


Fig. 1-7: Go! version 2.3 Audio Output Routing Controls

Audio VU Metering

Audio VU metering is available in both the source player window and the timeline player. When a clip is played in the source player that contains audio, the levels can be metered. This can be enabled and disabled using the VU meter icon at the top of the source player.

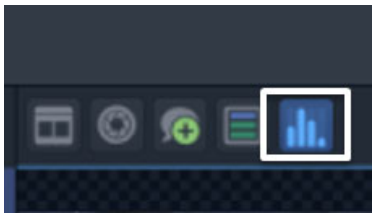


Fig. 1-8: Go! version 2.3 VU Meter Icon Enabled

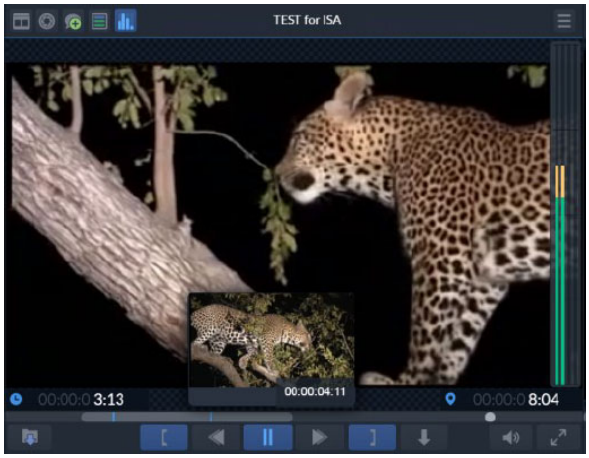


Fig. 1-9: Go! version 2.3 Audio VU Metering Active in Source Player Window

Audio VU metering is also available for the timeline player. This meter is displayed at the end of the timeline when activated using the icon above the timeline ruler.

Fig. 1-10: Go! version 2.3 Audio VU Metering Active in Timeline

Working with Multiple Edit Timelines

Go! has the ability to work on multiple timelines during any session. This can be useful when quickly switching between projects. To create another timeline click the arrow dropdown to add a new timeline.

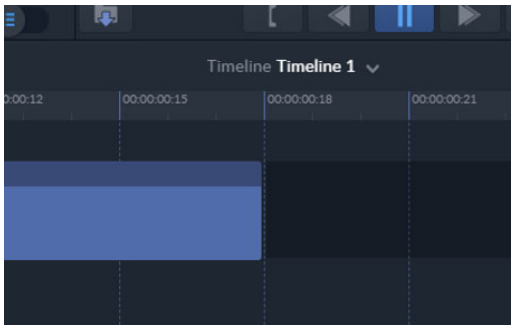


Fig. 1-11: Go! version 2.3 VU Timeline Dropdown Menu

Choose the name, duration and destination timecode of the new timeline you wish to create.

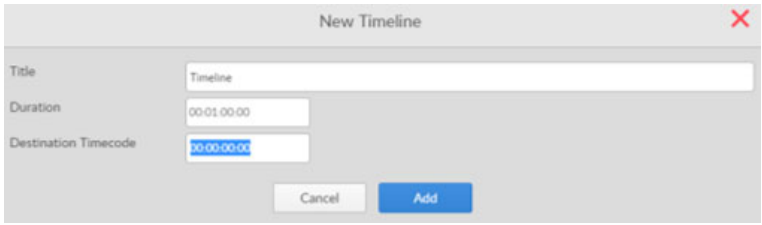


Fig. 1-12: Go! version 2.3 VU New Timeline Properties

To switch between the timelines use the arrow dropdown menu to choose another edit timeline to work with on the timeline editor.

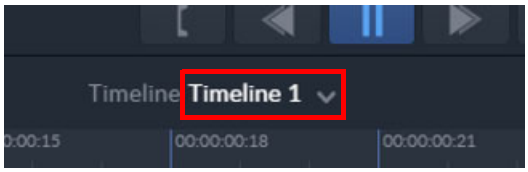


Fig. 1-13: Go! version 2.3 Timeline Dropdown Menu Detail

Jump to Source Player Marker

Use the **Up** and **Down** arrow keys to move directly to the log markers and gray video edit markers.

Fig. 1-14: Go! version 2.3 Source Player Showing Markers

If necessary, you can switch off the markers as follows:

- Use **Ctrl + Up** to switch off log markers
- Use **Ctrl + Down** to switch off edit markers.

Reset Audio Levels

Audio levels can be reset per segment or per track using a right-click on the timeline or on the audio track selector, such as A1, A2.

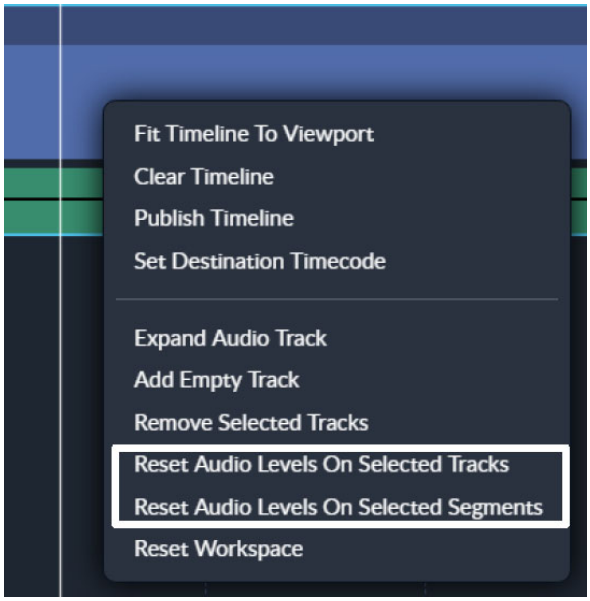


Fig. 1-15: Go! version 2.3 Reset Audio Levels Options

2 Editing Screen Overview

Screen Panels

The Go! screen is divided into a number of panels. Each of these panels is flexible and can be resized or hidden to optimize the screen space.

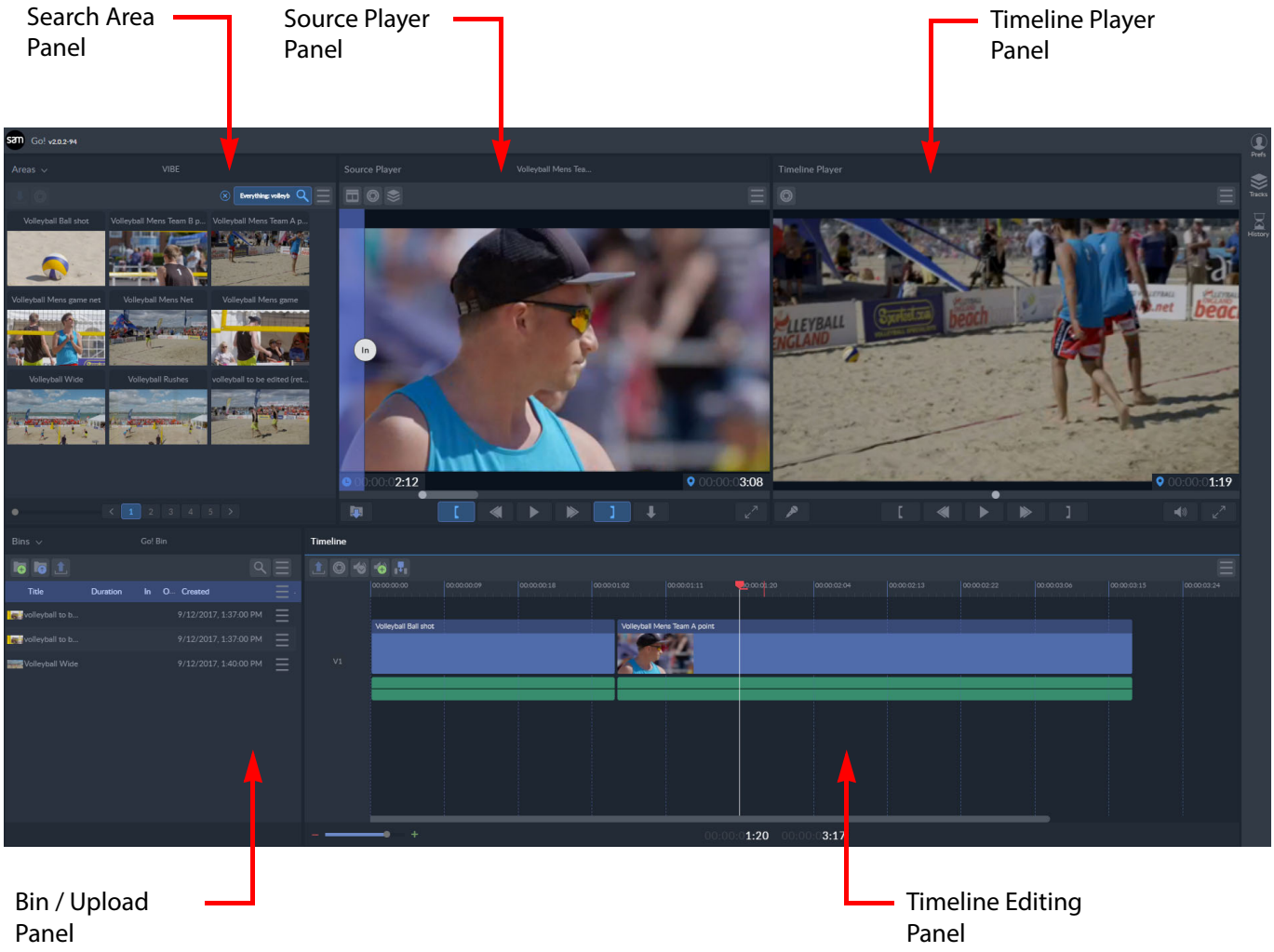


Fig. 2-16: Overview of Go! Panels

Change Panel Sizes

To change the size of any of the panels:

- Hover over a vertical dividing line between two panels and, when the line highlights, press and drag the line left or right to the required position.
- Hover over the horizontal dividing line and, when the line highlights, press and drag the line up or down to adjust the height ratio of the panels in the two rows.

Note: Moving a dividing line to the edge of the screen or to an adjacent dividing line effectively hides panels. Moving the same dividing line back reveals the hidden panels again. See also the section **Hide Panels, on page 12.**

Hide Panels

To hide a panel:

- Hover over the middle of a vertical dividing line, then press either or that display each side of the dividing line.

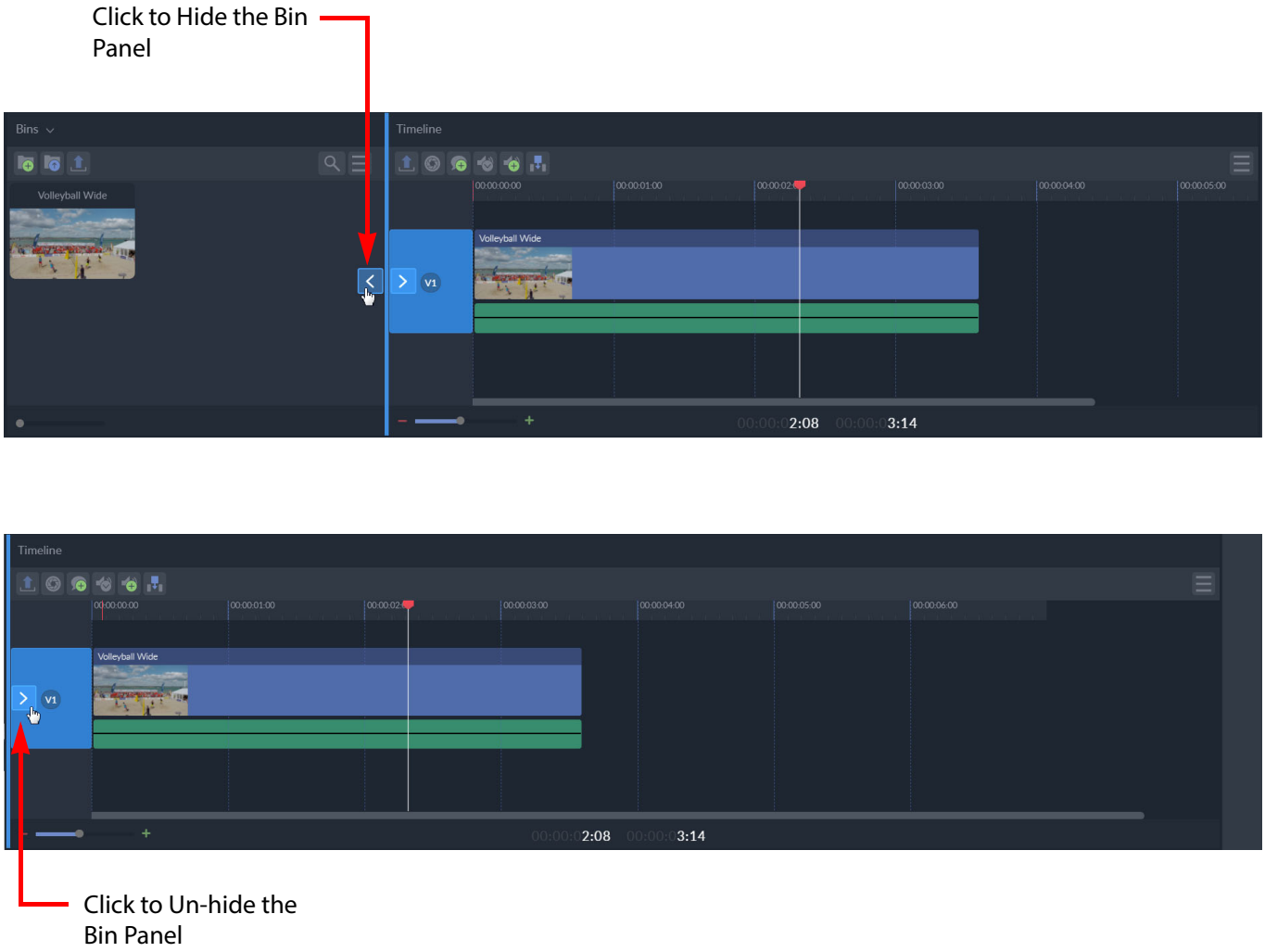


Fig. 2-17: Hiding and Un-hiding Go! Panels

Revealing a previously hidden panel is performed in the same manner and the panel returns to its previous size. Alternatively, slide the vertical dividing line manually to the left or right.

Screen Icons

Clip Controls

Each panel has a toolbar at the top of the area containing shortcut icons. The controls vary according to which screen panel is in use.

Icon	Function	Description
	Download MXF	Download the item to a single flat MXF file. If clips in the bin are of differing formats, all source frames are transcoded to the format and resolution of the first frame of the first clip.
	Upload Media / Publish Timeline	In Bin Panel: Upload the selected media file (MXF, MOV and MP4) from a network location using the Windows file explorer to select the file to upload. In Timeline Panel: Publish the current timeline back to the server or, for Momentum systems, save to networked storage. In both cases the timeline edit is published with the full editorial history.
	Add Bin	Create a new named bin for storing clips.
	Publish Bin	Publish the currently selected bin back to the server.
	Add Comment	Add a comment to a clip at the current frame position. (sQ Only)
	Create Snapshot	Capture a high-quality still and save it as a JPEG image. The still captured is the first frame of a clip in the bin; or, on the timeline the current viewed frame is saved.
	Show Touch Hotspots	Toggles the touchscreen markers on and off. When using a tablet these allow in and out points to be added easily using touch.
	Search	Enter text (using a wildcard (*) if necessary) to find specific items. Use either basic or advanced search modes.
	Options Menu	Display additional options for each screen panel, or each clip in a bin, in a dropdown menu.
	Audio Tracks	Select audio tracks associated with the selected source clip in the Source Player.
 	Expand Collapse	Expand or collapse audio tracks in the Timeline panel.
	Add Empty Track	Add an empty audio track to the timeline for use with voice over recording.
 	Insert Replace	Toggle between Insert editing mode and Replace mode in the timeline. Insert mode allows you to insert a clip at the insertion point, whereas Replace mode allows you to replace the clip to the right of the insertion point.

Player Control Bars

The player controls are available in the Source Player and Timeline Player, although not all controls are available in both players.

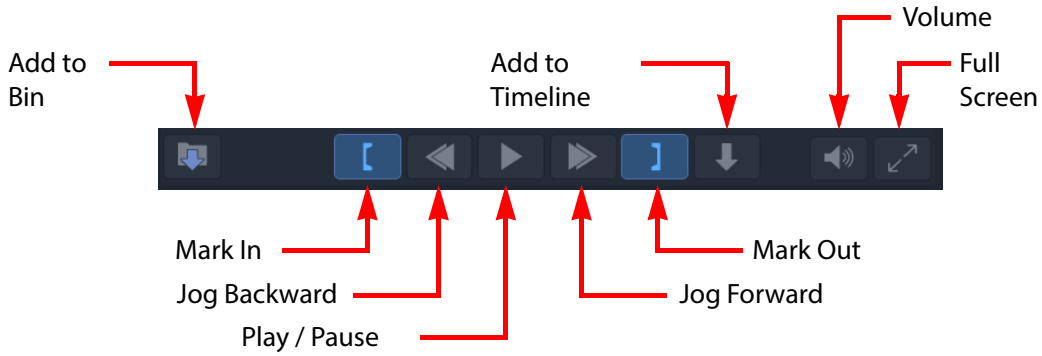


Fig. 2-18: Source Player Control menu

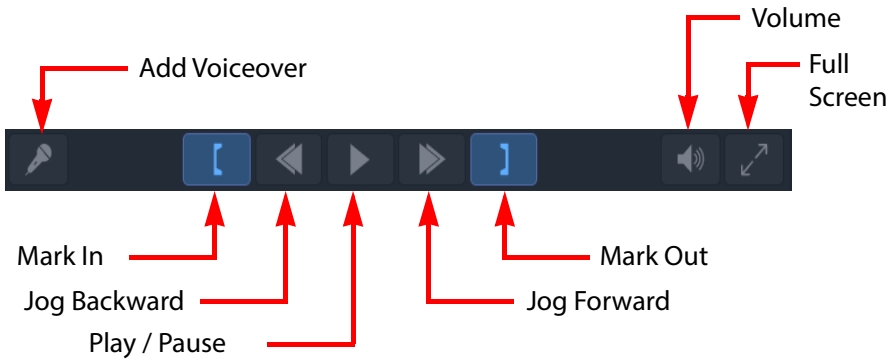


Fig. 2-19: Timeline Player Control menu

Note: When pressed (or active), the Go! panel toggle icons switch to a blue color. Press the icon again to return to an inactive state.

The icons in the Source and Timeline Player control panels are described in the following table:

Icon	Function	Description
	Add to Bin	Adds the current clip (or sub-clip if marked with in and out points) to the current bin.
	Add Voiceover	Record a voiceover onto a clip, adding a separate voiceover track.
	Add In Mark Point	Mark an in point at the current timecode.
	Jog Backward	Jog backward.

Icon	Function	Description
	Play/Pause	Play clip. When a clip is playing this button becomes a Pause button.
	Record Voice Over	Start a voiceover recording, preceded by a three second countdown.
	Stop Voice Over	End a voiceover recording.
	Jog Forward	Jog forward.
	Add Out Mark Point	Mark an out point at the current timecode.
	Add to Timeline	Adds the current clip (or sub-clip if marked with in and out points) to the current bin.
	Audio Volume	Press to display a vertical slider control allowing adjustment of the volume of the playing source clip/timeline edit. This volume control is for playback purposes only and has no impact on the individual level controls in the edit timeline panel.
	Full Screen	Toggle the selected panel area between full screen and standard panel size.

Sidebar Options

The sidebar options down the right-hand side of the editing screen provide the following options:

Icon	Function	Description
	Toggle User Preferences	Opens the Go! user preferences side bar menu, providing access to: • Preferences options • Change password dialog • Go! User manual • Logout from Go!
	Toggle Track View	Displays the audio track selector for he clip currently in the source player.
	Toggle History View	Toggle the selected panel area between full screen and standard panel size.

The sidebar menu can be displayed on either the right- or left-hand side of the screen by pressing the left or right button in the title bar of the panel:

Fig. 2-20: Switching Sidebar to Left or Right of Screen

Go! Preferences

Press the User Preferences icon ( ) to open the Go! Preferences menu and select from the following:

- Preferences
- Change Password
- User Manual
- Logout

Preferences

Configure the Go! preferences accordingly before editing. Press one of the following tabs to change the required preferences as described in the next sections.

- Audio Mapping
- Beta Features
- Player Bit Rates
- Timeline Options
- User Interface & Experience

Audio Mapping

Configure the audio channel configuration played in the player.

1. Select which of the audio tracks are present in the Left or Right channels of the WAV file.
2. Press **Save** when done.

The audio configuration applies to all clips. It is not possible to apply a specific audio configuration for each clip in a bin.

Beta Features

Note: The options available in the Beta Features tab are experimental and enabling them may cause instability or data corruption in the browser's Go! session. These features are not recommended for use in on-air, production systems.

For detailed information on setting-up and using the Go! beta features, see the Appendix Technical Information, on page 79.

Player Bitrates

Under certain conditions the latency and available bandwidth on the system may vary so rapidly that streaming quality becomes unpredictable. Use the Player Bitrates section to set a bitrate for the Timeline Player to ensure stable streaming.

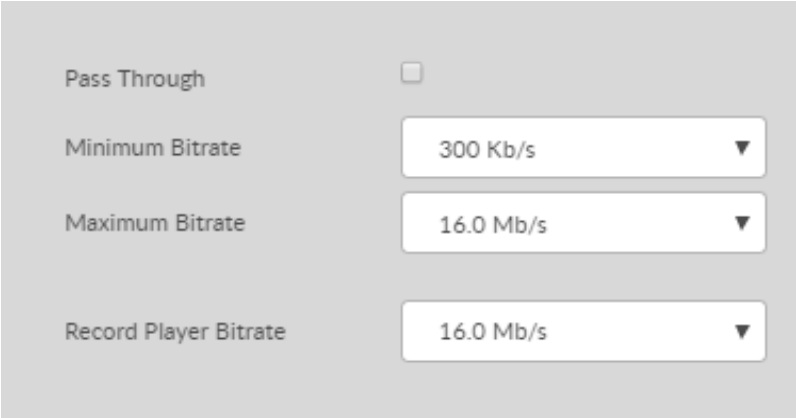


Fig. 2-21: Go! Preferences - Player Bitrate Options

- **Pass Through:** Enables passing through the native browse without transcoding. This should only be done if the system has a guaranteed bandwidth of at least **4 Mb/s**. The system administrator should be able to advise on enabling this option.
- **Minimum Bitrate:** Sets the minimum bitrate for the Source Player. Select this option to define the lowest quality to which the video can drop.
- **Maximum Bitrate:** Sets the maximum bitrate for the Source Player. Select this option to set the maximum bitrate that the Source player can achieve.
- **Record Player Bitrate:** Sets the bitrate used by the Timeline Player. The timeline player uses a constant bitrate for improved playback performance.

Timeline Options

The Timeline Options tab configures the following timeline features:

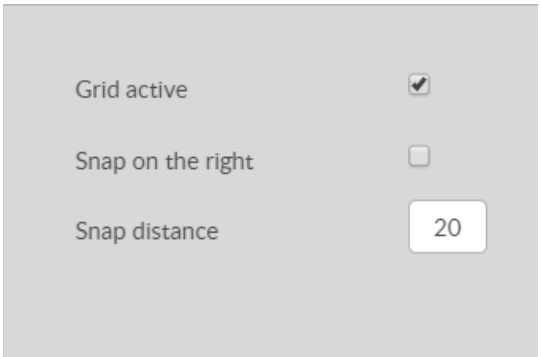


Fig. 2-22: Go! Preferences - Timeline Options

- **Grid active:** Switches the timeline grid on or off.
- **Snap on the right:** Changes the default snap behavior so that the snap or drag operation also takes the right side into consideration in addition to the default left side.

- **Snap distance:** Specifies the distance (in pixels) between clips over which the snap function becomes active.

Clear Data

The Clear Data tab clears the Go! panels, history and snapshots:

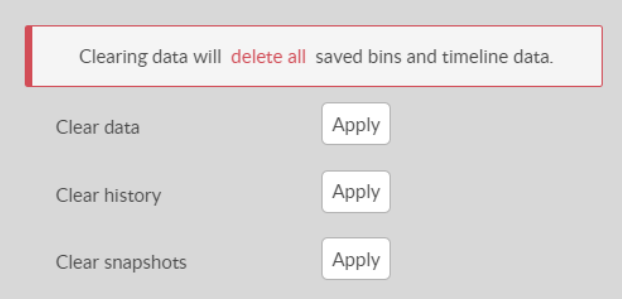


Fig. 2-23: Go! Preferences - Clear Data Options

- **Clear data:** Deletes all saved bins and timeline data leaving a clear Go screen. Any history or saved snapshots are not deleted and must be cleared in separate operations.
- **Clear history:** Deletes all history entries.
- **Clear snapshots:** Deletes all saved snapshots.

User Interface and Experience

The User Interface and Exp tab defines the behavior of the Go! browser environment:

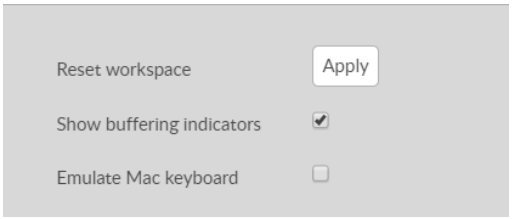


Fig. 2-24: Go! Preferences - User Interface and Experience Options

- **Reset workspace:** Restores the Go! panels to the factory default layout and sizes.
- **Show buffering indicators:** Sets whether to display an activity indicator when a clip is buffering.
- **Emulate Mac keyboard:** Select this option when using an Apple Mac keyboard in a Windows environment to make the browser aware.

Change Password

Selecting Change Password opens the Remote User Change Password dialog.

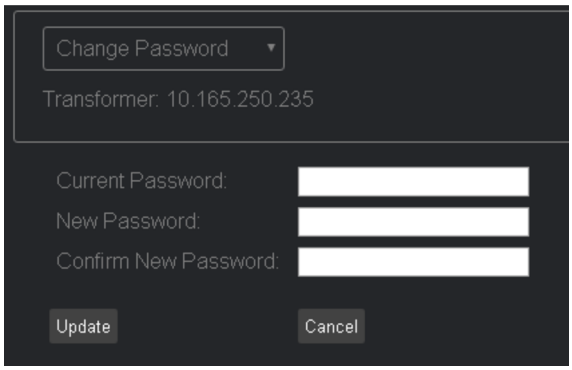


Fig. 2-25: Go! Preferences - Change Password Dialog

1 Enter the current password.
2 Type a new password.

> **Note:** The password must contain at least seven characters, one of which must be non-alphanumeric.

3 Retype the new password.
4 Press **Update** to confirm the change.

At any time press **Cancel** to return to the dashboard without changing the password.

Logout

Selecting **Logout** closes the current Go! session and displays the Remote User Login screen.

Source Audio Tracks Panel

The source audio track sidebar menu is used to work with the audio tracks included with the video clip currently playing in the source player.

- To open the source clip audio tracks menu, press:

  This opens the source clip panel:

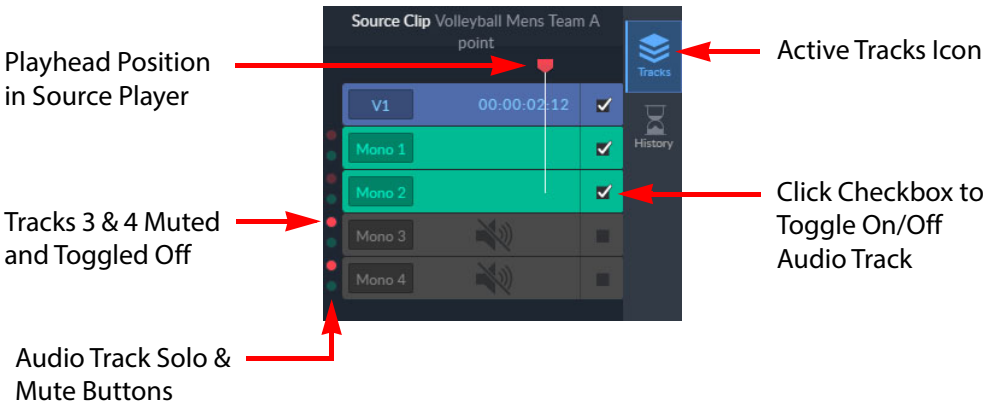


Fig. 2-26: Audio Tracks Side Panel

Use the source clip panel to activate/deactivate audio tracks as required when playing the source clip. In addition, when marking sub-clips for inclusion in the timeline, deactivate any audio tracks to be excluded from the timeline. If only the video track is selected, then the video clip or sub-clip will be added to the timeline without any audio tracks.

History & Snapshots Panel

The history sidebar menu is used to make available past edit states that can be restored to the browser as required.

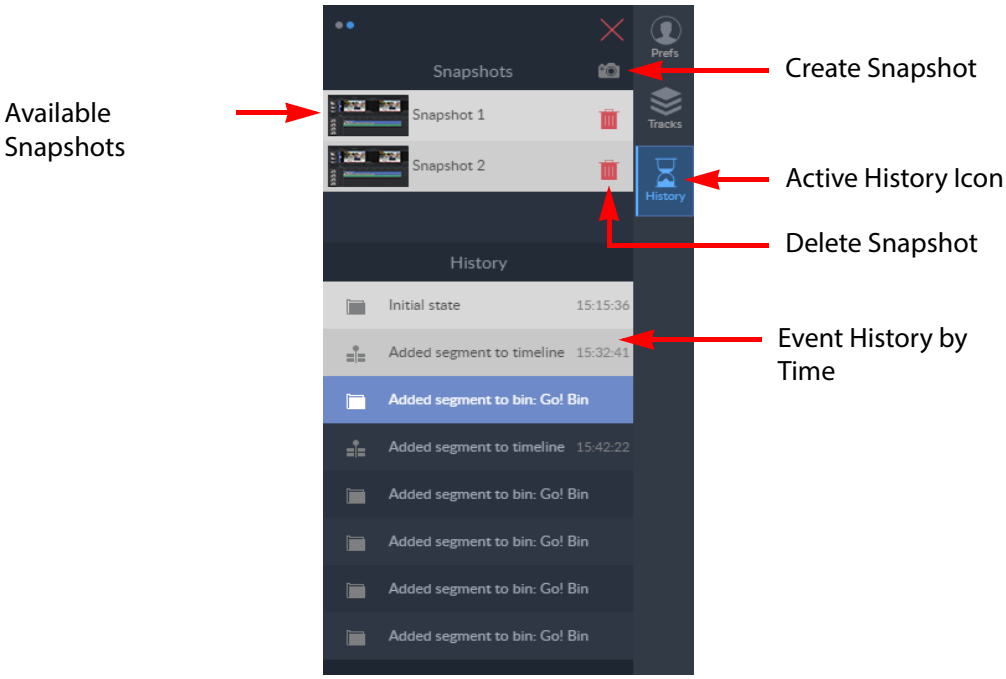


Fig. 2-27: History & Snapshots Side Panel

Create Snapshot

To create a snapshot:

1 Press to open the history sidebar.

2 Press to take a snapshot of the current state of all panels and save to the history panel.

To restore an editing session to a previously saved snapshot, open the history panel and select the desired snapshot.

0.0.1 Restore to an Event

Go! saves user events to the history panel, providing a list of steps, in time order, that can be restored to the browser as required. In addition, **Ctrl + Z** keys can be used to scroll back through the event history.

Keyboard Shortcuts

The following keyboard shortcuts are available from the relevant panel menus and clips menu:

Search Panel Shortcuts

Windows	Mac	Action
Spacebar	Spacebar	Play selected clip in the source player panel
Return/Enter	Return/Enter	Add selected clip to bin
Shift + E	Shift + E	Create snapshot (JPG) of first frame of selected clip
Shift + C	Shift + C	Add comment to first frame of selected clip
Ctrl + F	Cmd + F	Open or close Basic Search field
Ctrl + Shift + F	Cmd + Shift + F	Open or close Advanced Search dialog

Bins/Upload Panel Shortcuts

Windows	Mac	Action
Spacebar	Spacebar	Play current clip in the source player panel
Delete	Delete	Remove selected clip from bin
Shift + E	Shift + E	Create snapshot of first frame of selected clip
Shift + C	Shift + C	Add comment to first frame of selected clip
Ctrl + F	Cmd + F	Open or close Basic Search field
Ctrl + Return	Cmd + Return	Add to Go! bin

Source Player Panels Shortcuts

Windows	Mac	Action
Shift + E	Shift + E	Create snapshot of first frame of selected clip
Shift + C	Shift + C	Add a comment to a clip at the current frame position
Home	fn + Left Arrow	Move to start of timeline
End	fn + Right Arrow	Move to end of timeline
Up Arrow	Up Arrow	Navigate to first frame & In / Out Markers
Down Arrow	Down Arrow	Navigate to last frame & In / Out Markers
Left Arrow / 8	Left Arrow / 8	Navigate one frame backward
Right Arrow / 9	Right Arrow / 9	Navigate one frame forward
Shift + Left Arrow / 7	Shift + Left Arrow / 7	Navigate 10 frames backward
Shift + Right Arrow / 0	Shift + Right Arrow / 0	Navigate 10 frames forward
Ctrl + Shift + Left Arrow	Cmd + Shift + Left	Navigate 10 seconds backward
Ctrl + Shift + Right Arrow	Cmd + Shift + Right Arrow	Navigate 10 seconds forward
Ctrl + Left Arrow	Cmd + Left Arrow	Navigate 1 second backward
Ctrl + Right Arrow	Cmd + Right Arrow	Navigate 1 second forward
Spacebar / 5	Spacebar / 5	Play / Pause
I / E	I / E	Mark In
O	O	Mark Out
J	J	Rewind
K	K	Pause
L	L	Fast forward
Return	Return	Add to timeline
Ctrl + Return	Cmd + Return	Add to selected bin
1 - 4	1 - 4	Numeric keys 1, 2, 3, 4 select audio tracks
¬	~	Select video track 1
G	G	Clear in and out markers
6	6	Review in and out region
Q	Q	Go to in point
W	W	Go to out point
D	D	Clear in point

Timeline Player Panel Shortcuts

Windows	Mac	Action
Shift + E	Shift + E	Create snapshot of first frame of selected clip
Shift + C	Shift + C	Add a comment to a clip at the current frame position
Home	fn + Left Arrow	Move to start of timeline
End	fn + Right Arrow	Move to end of timeline
Up Arrow	Up Arrow	Navigate to previous edit point
Down Arrow	Down Arrow	Navigate to next edit point
Left Arrow / 8	Left Arrow / 8	Navigate one frame backward
Right Arrow / 9	Right Arrow / 9	Navigate one frame forward
Shift + Left / 7	Shift + Left / 7	Navigate 10 frames backward
Shift + Right / 0	Shift + Right / 0	Navigate 10 frames forward
Ctrl + Shift + Left	Cmd + Shift + Left	Navigate 10 seconds backward
Ctrl + Shift + Right	Cmd + Shift + Right	Navigate 10 seconds forward
Ctrl + Left Arrow	Cmd + Left Arrow	Navigate 1 second backward
Ctrl + Right Arrow	Cmd + Right Arrow	Navigate 1 second forward
Spacebar / 5	Spacebar / 5	Play / Pause
I / E	I / E	Mark In
O	O	Mark Out
J	J	Rewind
K	K	Pause
L	L	Fast forward
Q	Q	Go to in point
W	W	Go to out point
G	G	Clear In and Out points

Timeline Panel Shortcuts

Windows	Mac	Action
Delete / Backspace	Delete / Backspace	Delete current segment
Shift + Delete	Shift + Delete	Clear Timeline
Home	fn + Left Arrow	Move to start of timeline
End	fn + Right Arrow	Move to end of timeline
Return	Return	Add to timeline
Up Arrow	Up Arrow	Navigate to previous segment
Down Arrow	Down Arrow	Navigate to next segment

Windows	Mac	Action
Page Up	fn + Up Arrow	Zoom in
Page Down	fn + Down Arrow	Zoom out
Left Arrow / 8	Left Arrow / 8	Navigate to previous frame
Right Arrow / 9	Right Arrow / 9	Navigate to next frame
Shift + Left / 7	Shift + Left / 7	Navigate back 10 frames
Shift + Right / 0	Shift + Right / 0	Navigate forward 10 frames
Ctrl + Shift + Left Arrow	Cmd + Shift + Left Arrow	Navigate back 10 seconds
Ctrl + Shift + Right Arrow	Cmd + Shift + Right Arrow	Navigate forward 10 seconds
Ctrl + Left Arrow	Cmd + Left Arrow	Navigate back 1 second
Ctrl + Right Arrow	Cmd + Right Arrow	Navigate forward 1 second
Ctrl + [	Cmd + [	Decrease audio level
Ctrl +]	Cmd +]	Increase audio level
Spacebar / 5	Spacebar / 5	Play / Pause
F	F	Fit to width. Fit selected segment(s) to the width of the timeline. No segments selected: Fit timeline to width of the screen.
H	H	Create a cut or edit mark for the selected clip. Press H again to un-set the mark.
J	J	Rewind
K	K	Pause
L	L	Fast forward
M	M	With focus on the timeline the source player is populated with the selected rush and focus transfers to the source player.
C	C	Trim -10 frames - Advanced Trim Mode
V	V	Trim -1 frame - Advanced Trim Mode
B	B	Trim +1 frames - Advanced Trim Mode
N	N	Trim +10 frame - Advanced Trim Mode
Q	Q	Go to in point
W	W	Go to out point
G	G	Clear in and out points
Y	Y	Video Transition popup - Adds video transition to nearest edit marker
U	U	Audio Transition popup - Adds Audio dissolve to nearest edit marker
Drag bottom right to top left	Drag bottom right to top left	Zoom into selected region
Ctrl + Up Arrow	Cmd + Up Arrow	Enter Advanced Trim Mode when playhead is positioned on an edit point

Windows	Mac	Action
Tab	Tab	Cycle through Advanced Trim Mode, when Advanced Trim is open.
Esc	Esc	Close Advanced Trim Mode
1 - 4	1 - 4	Numeric keys 1, 2, 3, 4 select audio timeline tracks
¬	~	Select video track 1
Ctrl + Drag Clip	Cmd + Drag Clip	Switch between replace and insert edit modes, when dragging a clip in the timeline
Shift + Drag Audio Levels	Shift + Drag Audio Levels	Enables refined adjustment of audio levels
Shift + Moving Audio Clip	Shift + Moving Audio Clip	Disables Snap when moving audio only clips
Ctrl + Z	Ctrl + Z	Undo last action

Sidebar and General Shortcuts

Windows	Mac	Action
Ctrl + Shift + H	Cmd +Shift + H	Open History side panel
Ctrl + Shift + T	Cmd +Shift + T	Open Tracks side panel
Ctrl + Shift + U	Cmd +Shift + U	Open User Preferences
Ctrl + Shift + Left Arrow	Cmd +Shift + Left Arrow	Dock Sidebar left of screen
Ctrl + Shift + Right Arrow	Cmd +Shift + Right Arrow	Dock Sidebar right of screen
Alt + Click Checkbox	Alt + Click Checkbox	Solos selected checkbox from Tracks Panel
Ctrl + Z	Cmd + Z	Undo last action
Ctrl + Y	Cmd + Y	Redo last action
Tab	Tab	Toggle focus between panels
Ctrl + Tab	Cmd + Tab	Cycle focus between Source Player panel and Timeline panel.

3 Search Panel

Description

The search panel is used to find clips on the network and to select them for editing.

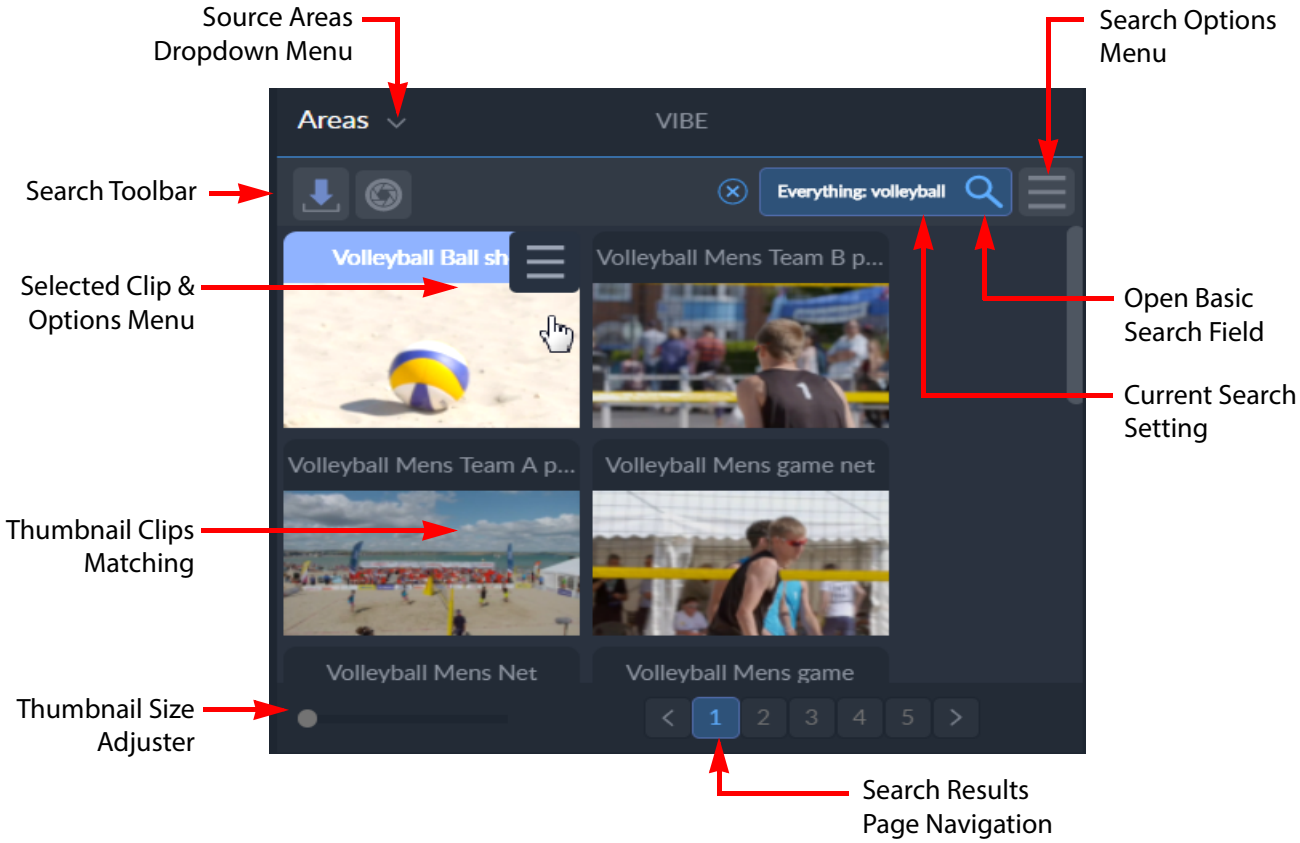


Fig. 3-28: Overview of Go! Search Panel

> **Note:** The size of the panel can be adjusted for optimum use, or it can be hidden from view to give more space to other panels. **See Change Panel Sizes on page 10**

Select Search Area

The search panel is used to find clips from all parts of the system including Transformers, sQ Zones and sQ Servers. All of these are organized into **areas**, each of which can be searched.

- Select the appropriate area from the **Areas** dropdown list. The clips available in that area display.

Menus

Options Menu

The options menu provides options relating to the Search panel. Some of these options are also available as icons on the toolbar, see Screen Icons, on page 11.

- Press the menu icon ( ) at the top right of the panel to display the following search options menu:

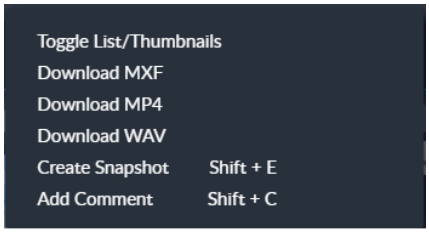


Fig. 3-29: Search Panel Options Menu

The available menu options are as follows:

Option	Description
Toggle List/Thumbnails	Switch between the list view and grid view.
Download MXF	Download clip as MXF file.
Download MP4	Download clip as MP4 file.
Download WAV	Download clip as WAV file.
Create Snapshot (Shift + E)	Create a high-quality still of the first frame of the clip. This is downloaded as a JPG file, and can be retrieved from the status area at the bottom of the browser window, or from the Downloads folder on the device.
Add Comment (Shift + C)	Add a comment to the currently selected clip at the current frame position of the clip.

Some of the menu items have keyboard shortcuts, as shown when opening the menu. See Keyboard Shortcuts on page 20

Right-click Menu

A right-click menu provides further functions relating to the Search panel. Some of these options are also available as icons on the toolbar, see Screen Icons, on page 11.

- Right-click the cursor on any part of the search panel to display a menu:

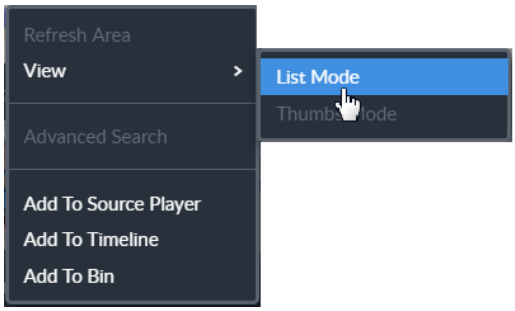


Fig. 3-30: Search Panel Right-click Menu

The available menu options are as follows:

Option	Description
Refresh Area	Refreshes the content of the search panel, fetching any new media if available in the specified area(s).
View	Toggles the view mode between list and thumbnail modes.
Advanced Search	Opens the advanced search dialog.
Add to Source Player	Moves the selected media to the source player.
Add to Timeline	Moves the selected media to the playhead position in the timeline.
Add to Bin	Moves the selected media to the current bin.

Basic Search

To start a basic search to find a range of clips matching the specified search criteria:

1 Press the search button ( ).

This opens the basic search field as follows:

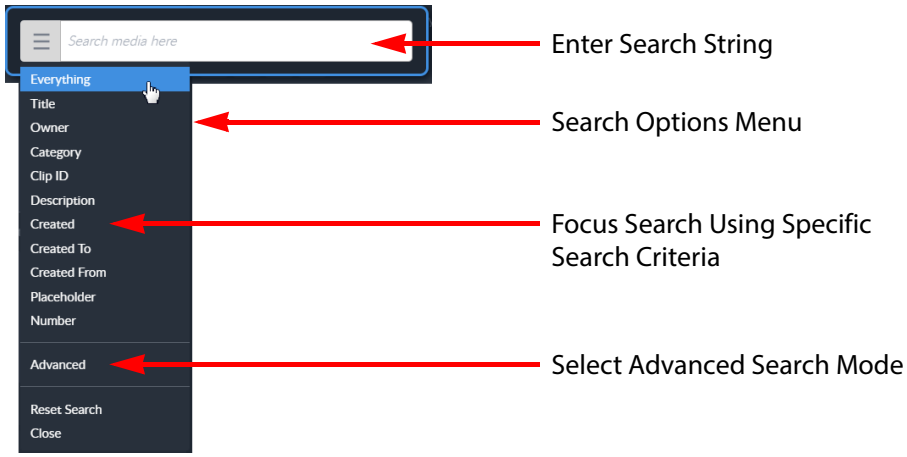


Fig. 3-31: Basic Search and Options Menu

2 Enter the search string (text, date, number, etc.) into the search field.

3 Select the search criteria from the search options menu.

The search can either be on everything, or made more specific by limiting the search criteria to, for example: title, owner, category, clip ID, description, creation date, created to date, created from date, placeholder, or number.

Use a wildcard character (*) at the beginning or end of the search text to widen the search for partial matches.

4 Preview search matches in the source player by double-clicking on them (see Source Player Panel, on page 34), or press the clip and scroll across the clip. Alternatively, drag clips directly to the timeline for editing (see Timeline Panel, on page 50).

Advanced Search

The Go! advanced search function performs a federated search of all accessible and participating resources in the environment on which media are stored.

To make an advanced media search:

1 Press the search button ( ) and open the search options menu ( ).

2 Select the **Advanced** option from the dropdown menu.

This opens the advanced search dialog as follows:

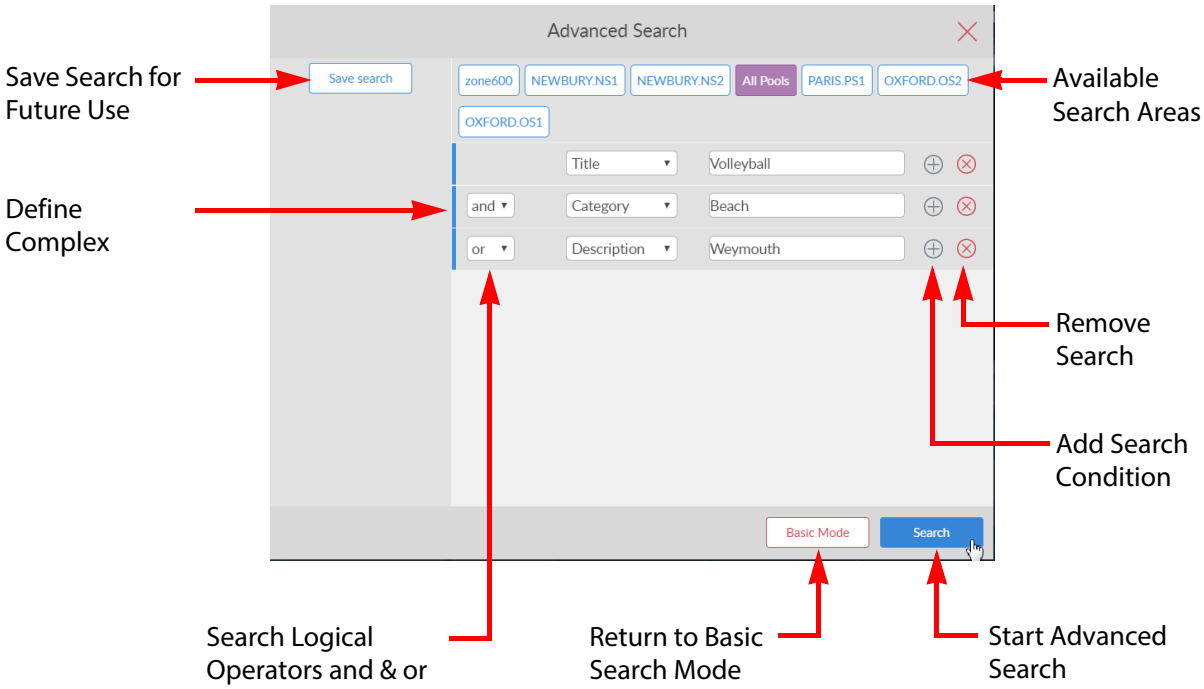


Fig. 3-32: Advanced Search Dialog

3 Select the area to search from the available options.

4 Construct complex search queries by adding search conditions and selecting the appropriate logical operator (**and** / **or**) from the dropdown list.

5 Select search criteria for each condition and text strings to match as required.

To re-use the defined search, click Save Search and enter a suitable name in the field then press Save:

Fig. 3-33: Save Advanced Search Dialog

The search is saved in the left-hand panel of the advanced search dialog:

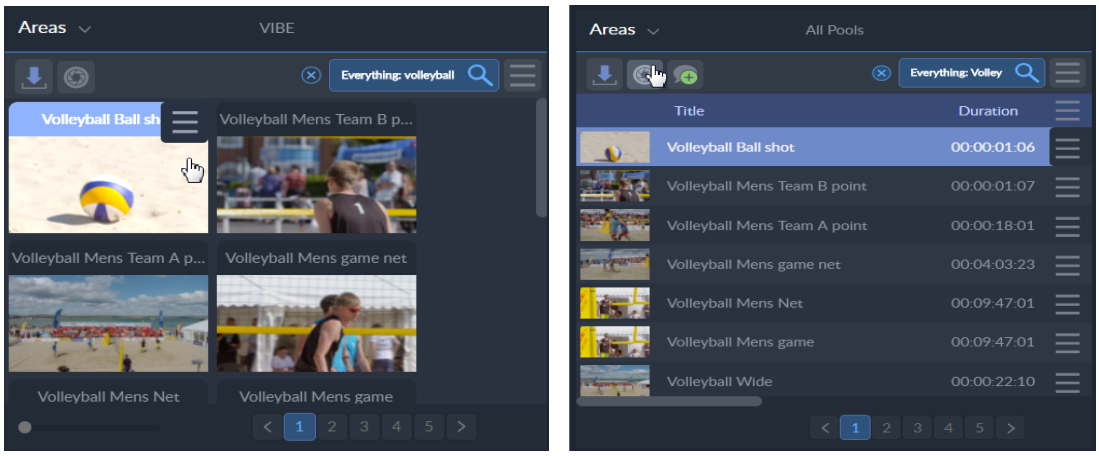
Fig. 3-34: Advanced Search Saved for Later Use

6 Press Search to run the advanced search.
The search results are displayed in the search panel.

Clip Views

Any clips matching he search criteria can be displayed either in a thumbnail grid or as a list view.

- Press the menu button ( ) and select **Toggle List/Thumbnails** to toggle between the two views.



Thumbnail Grid View **List View**

Fig. 3-35: Search Panel Thumbnail and List Views

With either view selected use the page navigation tools at the bottom of the panel to search through the current selection of clips listed.

In thumbnail grid view adjust the size of the thumbnails using the slider bar at the bottom left of the panel:

Fig. 3-36: Thumbnail Size Slider Control

Preview a Clip

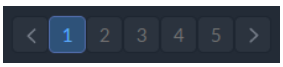
In the grid view, clips can be previewed before selection.

- Press the thumbnail of a clip, then scroll forward (left to right) or backward (right to left) to display a preview of the clip.

Sort Clips

In list view the clips can be sorted by the available headings in the blue bar at the top of the list.

Note: If the panel is not wide enough the headings in the blue bar do not display and sorting cannot be performed. To increase the panel size, see **Change Panel Sizes on page 10**. The scroll bar below the list can also be used to scroll left or right through the available columns. Use the page icons to navigate through the available pages:



To sort clips:

- Press on one of the available headings, for example, **Title**, **Duration**, **Owner**, etc. The clips are sorted alphanumerically according to the heading selected.
- Press on a different heading to sort the list accordingly.
- Press on the same heading twice in succession to reverse the order of the sort.

Add/Remove Headings

Sort headings can be removed from, or reinstated to, the list view.

- Press the option menu icon on the blue title bar to open a menu of the search list headings.

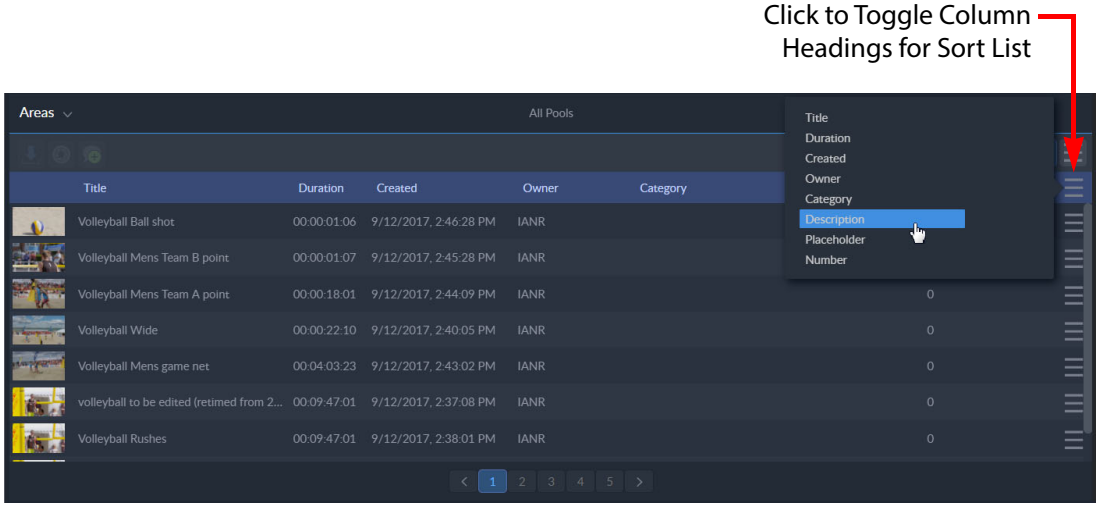


Fig. 3-37: Selecting Columns in List View

- Press a highlighted heading to remove the corresponding column from the list search.
- Press on a grayed-out heading to re-display the appropriate column so that it is available again for sort selection.

Clip Options Menu

Each clip has its own clip options menu. In list view the clip menu button displays at the end of each row. In grid view, hover over the top right corner of the clip to display the clip menu button.

- Press the options menu icon ( ) to display the following menu items for each clip:

Option	Description
Play	Play the clip out in the source player panel.
Add to Bin	Add the clip to the currently active bin.
Download MXF	Download clip as MXF file.
Download MP4	Download clip as MP4 file. (sQ Only)
Download WAV	Download clip as WAV file.
Create Snapshot	Creates a high-quality still of the first frame of the clip. This is downloaded as a JPG file.
Add Comment	Add a comment to the currently selected clip at the current frame position of the clip. (sQ Only)
Metadata	Open the metadata dialog to see information about the clip, and to add further data.

Some of the menu items have keyboard shortcuts, as shown when opening the menu. See Keyboard Shortcuts on page 20

Add a Clip to the Bin

To add the currently selected clip to a bin, use one of the following methods:

- Press the **Return** or **Enter** key
- Drag and drop the clip into the bin
- Select **Add to Bin** from the clip menu

The clip goes into the active bin. If new bins have been created and the clip is to go into a different bin, ensure that the relevant bin has been selected first. See Add New Bin on page 44

Add a Clip to the Timeline

Drag a clip from the search area directly into the edit timeline panel. See Timeline Panel, on page 50 for details on how to add the clip to the timeline.

Publish to Placeholder (sQ Only)

For a Go! editor installed in an sQ environment with access to an ISA database containing pre-existing placeholders, it is possible to publish a timeline to that placeholder.

Publish to a placeholder using one of the following methods:

1 Locate a placeholder in the search panel.

Either search for the title of a specific placeholder, if known, or select the option **Placeholder** from the basic search options menu to retrieve all placeholders, see Figure 3-29 on page 28.

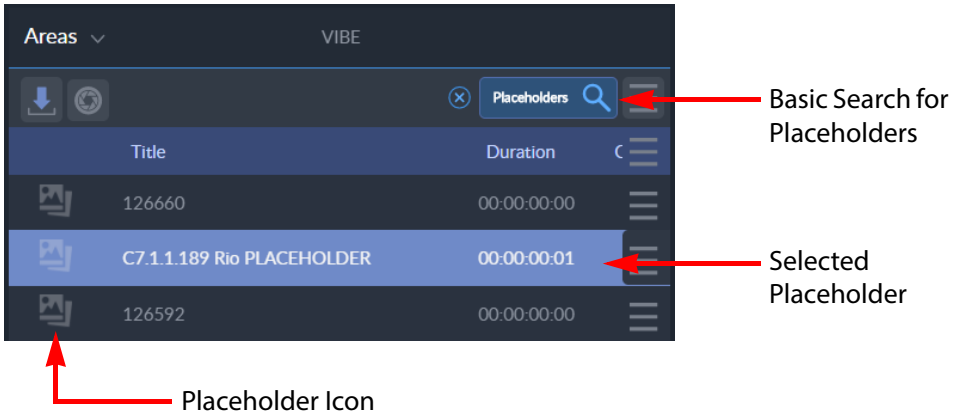


Fig. 3-38: Available Placeholders in List View

2 Select the desired placeholder, drag it to the timeline panel and release.
This opens the Publish dialog.

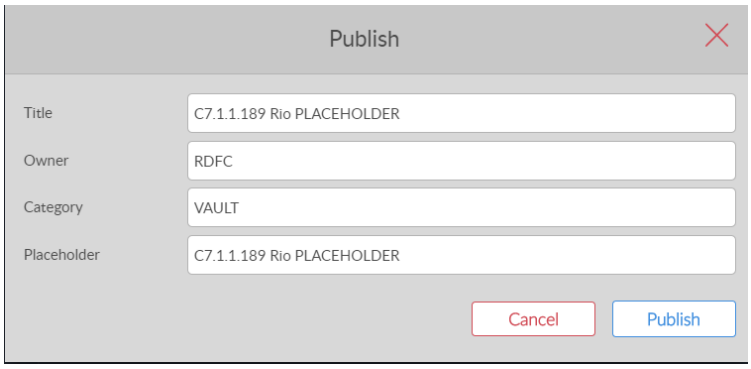


Fig. 3-39: Publish to Placeholder Dialog

3 Press **Publish** to publish to the dragged placeholder.
If **Cancel** is pressed to exit from the publish dialog, then the placeholder is de-selected and must be reselected if still required.

Pre-selecting a Placeholder for Later Publishing

As an alternative method, you can pre-select a placeholder for later publishing as follows:

1 Select a placeholder in the search panel as previously described.
Open the options menu for the selected placeholder and choose the option **Use Details**.

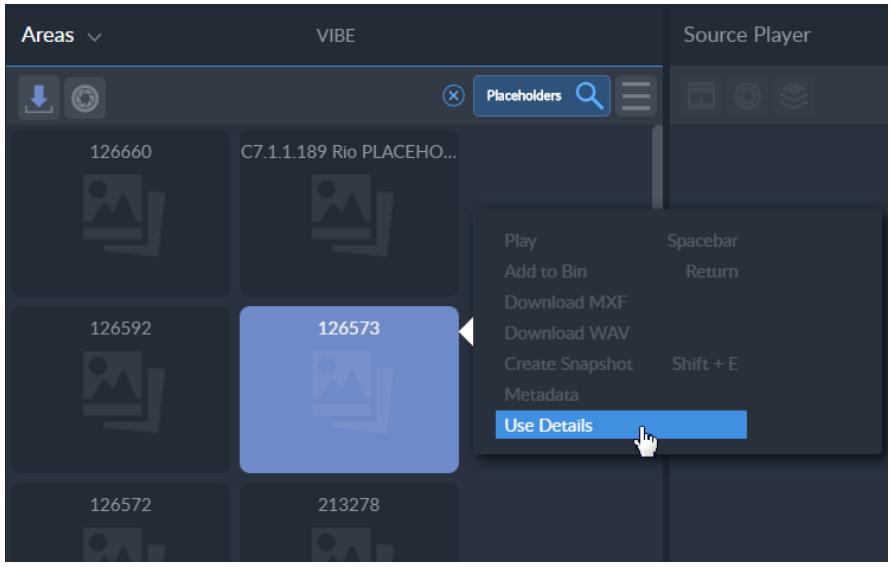


Fig. 3-40: Thumbnail Placeholder Pre-selected by Use Details Option

This selects the placeholder as a publishing target so that when Publish Timeline is next selected in the workflow, the placeholder is automatically selected so that the timeline is published to the pre-selected placeholder.

This method enables an editor to pre-select a placeholder while continuing to work on the timeline.

Additional Options

Download a Clip

Clips can be downloaded locally in a number of different formats, either as video with audio or as separate audio.

- Press to download an MXF file.
- To download other formats, from the clip menu select the relevant download option.

A notification displays at the bottom-left of the editing screen confirming the download.

Downloaded clips are available from the status area at the bottom of the browser window, and is also stored in the Download folder of the device.

Note: Video and audio format of WAV and MXF files is the same as the format stored on the server. When downloading as MP4 (sQ Only) the bitrate and resolution are set in the desktop settings application of each HTTP Transformer. Contact the system administrator for more details.

Create a Snapshot

A snapshot is a single frame, high-resolution JPG of the first frame of the clip.

To create a snapshot:

- Press .

A notification displays at the bottom-left of the editing screen confirming the download.

The snapshot is available from the status area at the bottom of the browser window, and is also stored in the Download folder of the device.

Add a Comment (sQ Only)

To add a comment to a clip:

1 With the clip selected, press . A dialog box displays.

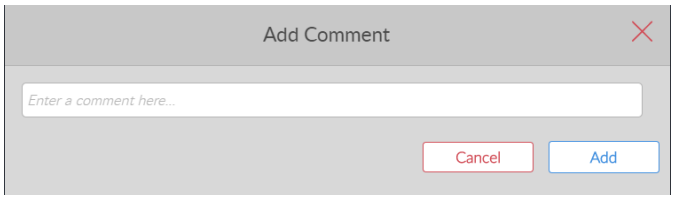


Fig. 3-41: Search Panel Add Comment Dialog

2 Add/edit a comment as required and press **Add**.
The comment is added to the current frame of the clip, and the dialog closes.

3 To leave an existing comment without making changes, press **Cancel**.

4 Press to close the dialog.

View Clip Metadata

To view the metadata included with a clip:

1 With the clip selected, from the Clip menu select **Metadata**. The metadata for that clip displays.

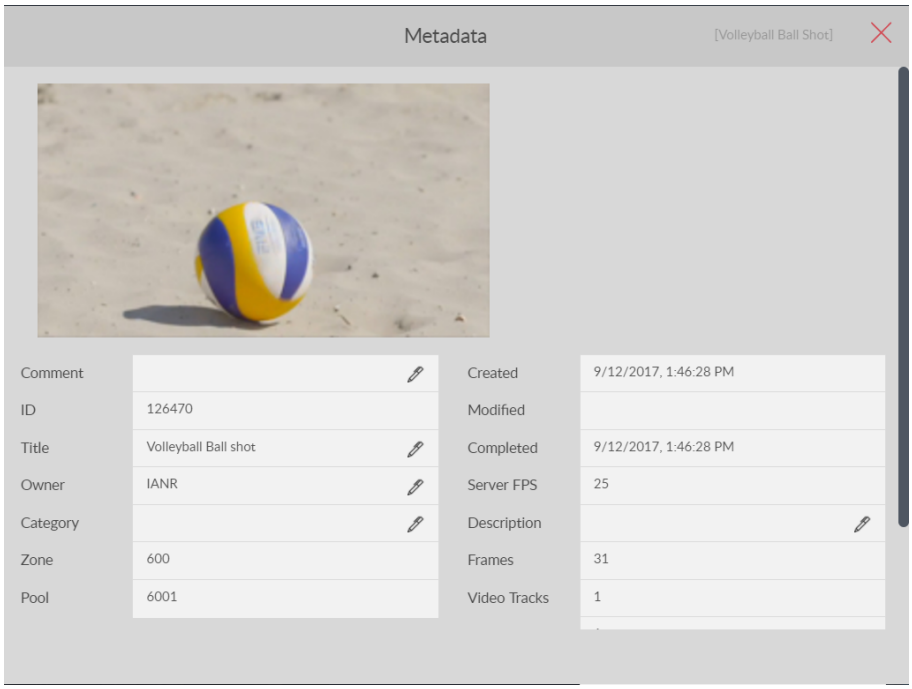


Fig. 3-42: Search Panel Metadata Dialog

2 Edit the metadata in the fields where displays.

3 Press to close the metadata dialog.

4 Source Player Panel

Description

The source player panel is used to review individual clips, mark them for editing, and to create sub-clips before adding them to the timeline for editing.

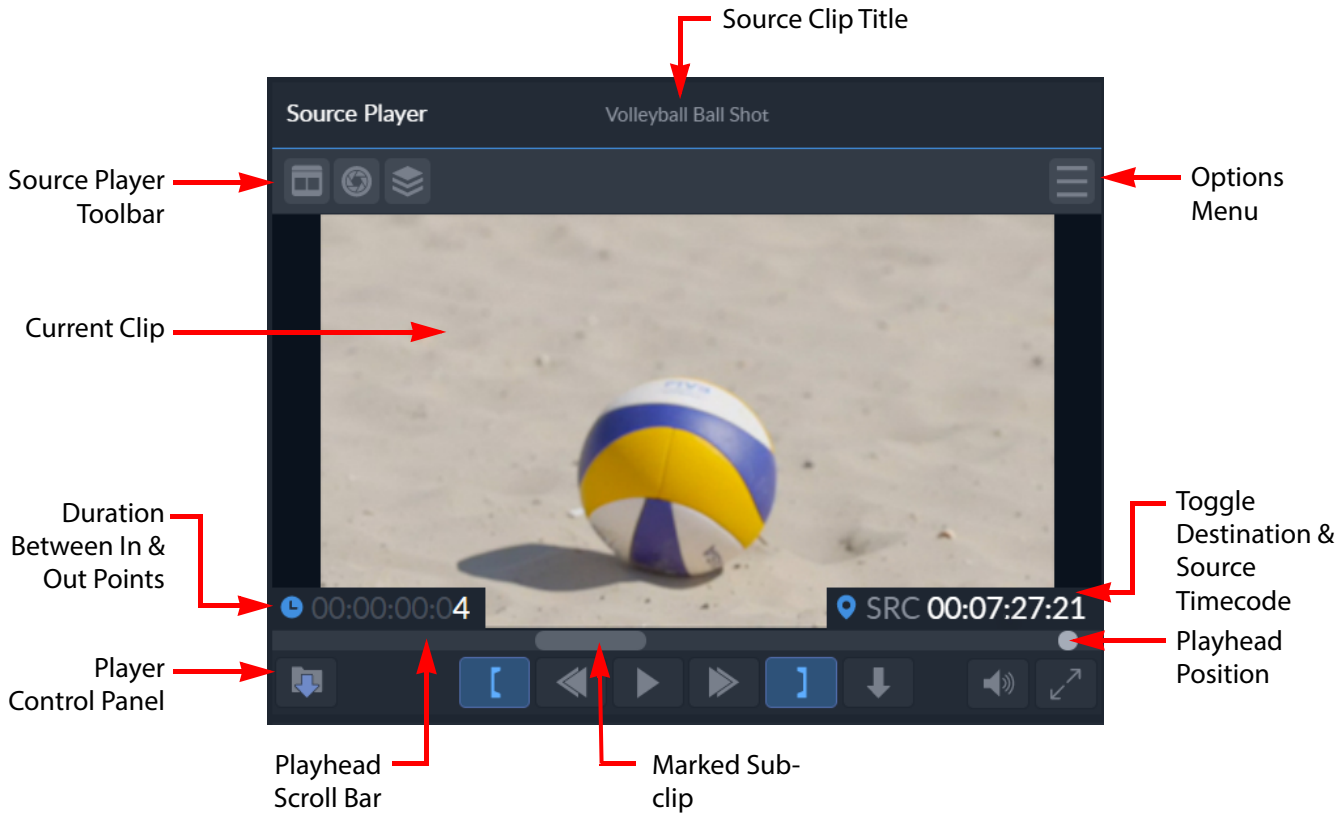


Fig. 4-43: Overview of Go! Source Player Panel

Note: The size of the panel can be adjusted for optimum use, or it can be hidden from view to allow more space for other panels. See **Change Panel Sizes**, on page 10.

Menus

Options Menu

The options menu provides options relating to the Source Player panel. Some of these options are also available as icons on the toolbar, see Screen Icons, on page 11.

Press the options menu icon ( ) at the top right of the panel to display the following source player options menu:

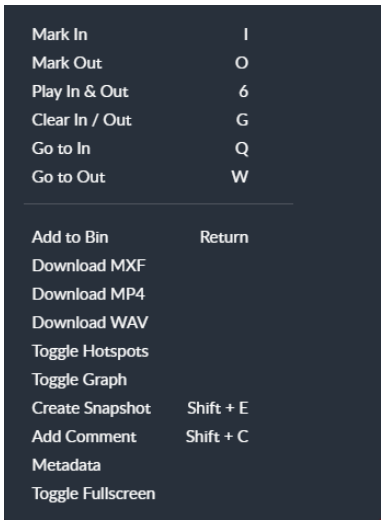


Fig. 4-44: Source Player Options Menu

The available menu options are as follows:

Option	Description
Mark In (I)	Mark an in point for the start of sub-clip.
Mark Out (O)	Mark an out point for the end of a sub-clip.
Play In & Out (6)	Play the marked sub-clip.
Clear In / Out (G)	Clear any marked points.
Go to In	Move the playhead to the mark-in point in both the timeline frame and the timeline player.
Go to Out	Move the playhead to the mark-out point in both the timeline frame and the timeline player.
Add to Bin (Return)	Send the marked sub-clip to the current bin.
Download MXF	Download clip as MXF file.
Download MP4	Download clip as MP4 file. (sQ Only)
Download WAV	Download clip as WAV file.
Toggle Hotspots	Toggles the touchscreen markers on and off. When using a tablet these allow in and out points to be added easily using touch.
Toggle Graph	***Support function only.*** When active displays an overlay of play-out statistics.

Some of the menu items have keyboard shortcuts, as shown when opening the menu. See Keyboard Shortcuts on page 20

Right-click Menu

A right-click menu provides further functions relating to the Source Player panel. Some of these options are also available as icons on the toolbar, see Screen Icons, on page 11.

- Right-click the cursor on any part of the source player panel to display a menu:

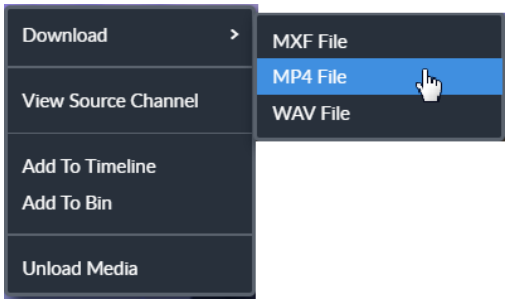


Fig. 4-45: Source Player Right-click Menu

The available menu options are as follows:

Option	Description
Download	Download the current media in one of the selectable formats: MXF, MP4 (sQ Only), or WAV.
View Source Channel	Opens the audio tracks viewer in the sidebar.
Add to Timeline	Moves the current media or sub-clip to the playhead position in the timeline.
Add to Bin	Moves the current media or sub-clip to the current bin.
Unload Media	Removes the current media from the source player.

Load a Clip into the Source Player

The source player is used to review clips before adding them to the timeline edit.

Clips can take up the full width of the player or, with systems connected to Momentum, portrait clips can be displayed:

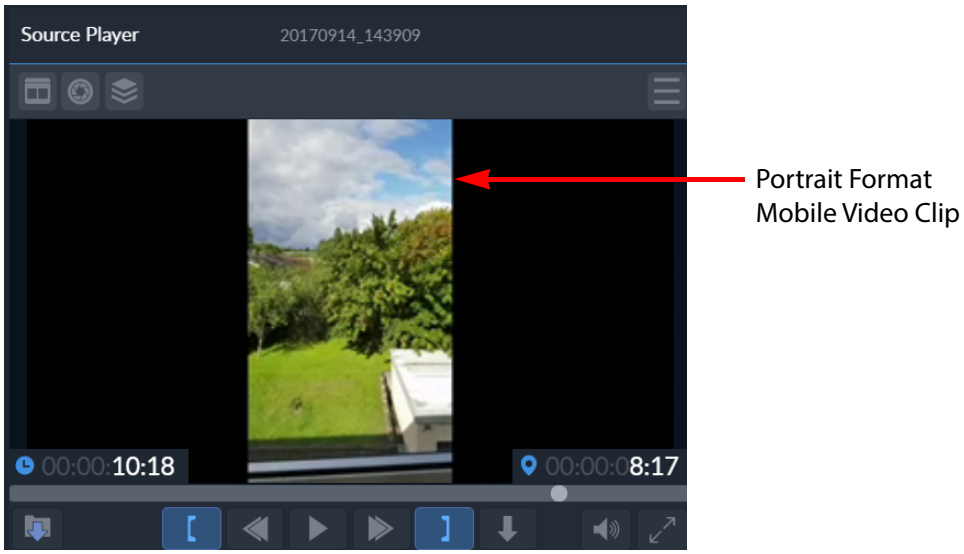


Fig. 4-46: Source Player with Portrait Format Video Clip

To load clips into the player:

- Double-click a clip on the search panel (in either grid or list view). The clip starts to play automatically.
- Drag and drop a clip from either the search panel or the active Bin panel into the source player. Press to start playing the clip.
- On a tablet or mobile device, select **Play** from the options dropdown menu.

Navigate the Clip

Use the play/pause, fast forward and rewind buttons in the control panel at the bottom of the player panel.

The current play position is indicated by the gray circle on the player timeline. This can be dragged to a position along the player timeline, together with using the keyboard shortcuts to jump a number of frames/seconds, or to the beginning/end of the clip. See Keyboard Shortcuts on page 20

Hovering over the player timeline displays a thumbnail image of the corresponding frame at that position.

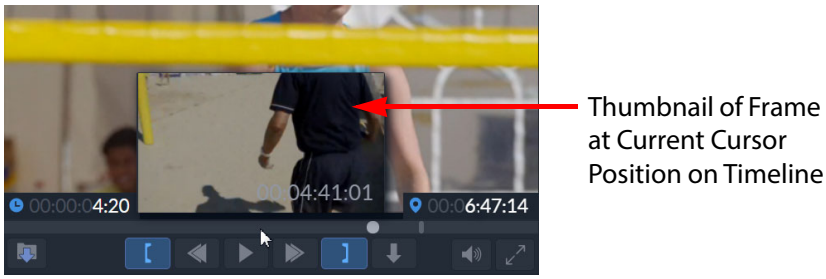


Fig. 4-47: Source Player Thumbnail of Frame at Cursor Point

Full Screen View

For a clearer view of the clip playing in the player panel, the panel can be temporarily set to full screen mode, without needing to hide or move other panels.

To set the player to full screen mode:

- Press .

To return to the normal editing screen view:

- Press the **Escape** key.

Reading Clip Timecodes

The Source Player displays the following timecodes at the bottom of the panel to assist with clip generation:

Timecode Display	Panel Position	Description
	Left Side	Duration between the in point and out point marked on the Source Player.
	Right Side (Toggle)	Start point for toggling through source and destination timecodes.

Timecode Display	Panel Position	Description
00:06:47:14	Right Side (Toggle)	Destination timecode. The current timecode of the playhead, offset from 00:00:00:00.
SRC 00:08:40:18	Right Side (Toggle)	Source timecode. The timecode of the current source rush.

Create a Sub-clip

The source player is useful for creating and saving sub-clips from the original clip. When making a sub-clip the tails at the beginning and end of the clip are retained.

To make a sub-clip:

1 Navigate to the start frame of the required sub-clip and press [to mark the In point.

2 Navigate to the end frame of the required sub-clip and press] to mark the Out point.

3 Press to send the sub-clip to the currently active bin or (or **Enter**) to add the sub-clip to the timeline.

> **Note:** If using a tablet or other touchscreen device, on-screen hotspots for quick marking of in and out points and sending the sub-clip to the bin can be enabled,**see section .**

4 To remove the in and out points, from the menu select **Clear In / Out** from the options menu.

Enable Hotspots

When using a tablet or other touchscreen device, hotspots are available on-screen to quickly mark in and out points, and to send a sub-clip to the bin.

To enable the hotspots:

- Press .

To remove the hotspots:

- Press .

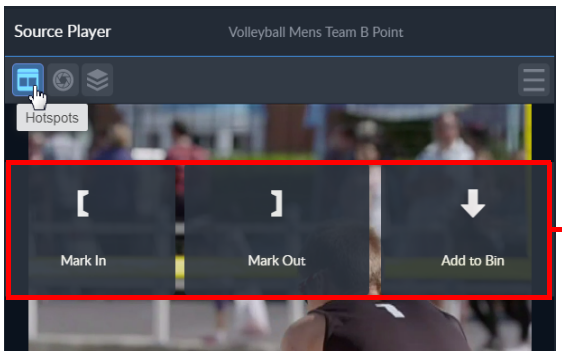


Fig. 4-48: Source Player Screen Hotspots for Touchscreen Devices

Keyboard and menu controls remain active while the hotspots are enabled.

Audio Tracks in the Source Player

The audio tracks icon ( ) in the source player opens a menu displaying the video clip and audio tracks available with that clip. Audio tracks can either be disabled, so that they are not played with the clip, or enabled to play the audio when the video clip is played. By default all audio tracks are enabled:

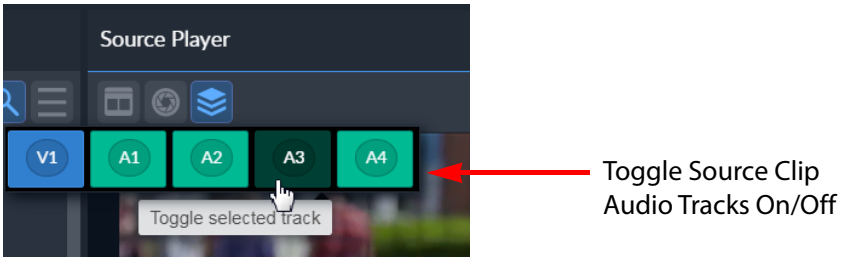


Fig. 4-49: Audio Track Selection

Up to six audio tracks can be played with a video clip. Each audio track can be toggled on or off. The previous screenshot shows audio tracks **A1**, **A2** and **A4** enabled and track **A3** disabled. Simply press **A3** again to re-enable that audio track. Any disabled audio tracks are excluded when the clip, or sub-clips, are added to the timeline.

The source player audio tracks can also be displayed in the Tracks sidebar by pressing: .

See Source Audio Tracks Panel, on page 18 for further information.

Add a Clip to the Bin

To add the current clip (or sub-clip if in and out points are defined) to the active bin use one of the following methods:

- Press
- Drag and drop the clip into the bin
- Select **Add to Bin** from the clip menu

The clip goes into the active bin. If new bins have been created and the clip is to go into a different bin, ensure that the relevant bin has been selected first. See Add New Bin on page 44

Add a Clip to the Timeline

To add the current clip (or sub-clip if in and out points are defined) to the timeline use one of the following methods:

- Press
- Press the **Return** or **Enter** key
- Drag and drop the clip into the bin
- Select **Add to Timeline** from the right-click menu

The clip is added to the timeline at the insertion point. See Timeline Panel, on page 50 for details on how to add the clip to the timeline.

Additional Options

Download a Clip or Sub-clip

Clips can be downloaded locally in a number of different formats, either as video with audio or as separate audio.

- Select Download MXF or another desired format from the Options menu.

Select Download and the desired format from the right-click menu.A notification displays at the bottom-left of the editing screen confirming the download.

Downloaded clips are available from the status area at the bottom of the browser window, and is also stored in the Download folder of the device.

Note: Video and audio format of WAV and MXF files is the same as the format stored on the server. When downloading as MP4 (sQ Only) the bitrate and resolution are set in the desktop settings application of each HTTP Transformer. Contact the system administrator for more details.

Create a Snapshot

A snapshot is a single frame high resolution JPG of the first frame of the current clip in the player.

To create a snapshot:

- Press .

A notification displays at the bottom-left of the editing screen confirming the download.

The snapshot is available from the status area at the bottom of the browser window, and is also stored in the Download folder of the device.

Add a Comment (sQ Only)

To add a comment to the current clip in the player:

1 Press . The Add Comment dialog is displayed.

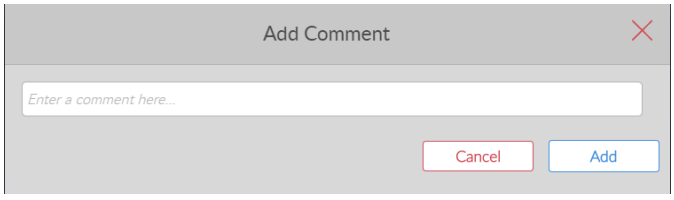


Fig. 4-50: Source Player Add Comment Dialog

2 Add/edit the comment as required and press **Add**. The comment is added to the current frame of the clip, and the dialog closes.

Comments are displayed as vertical orange lines in the playhead scroll bar. To view a comment, hover over one of the orange lines and the comment is displayed as a tool-tip.

3 To leave an existing comment without making changes, press **Cancel**.

4 Press to close the dialog.

View Clip Metadata

To view the metadata included with the current clip in the player:

1 From the menu select **Metadata**. The metadata for the clip in the player displays.

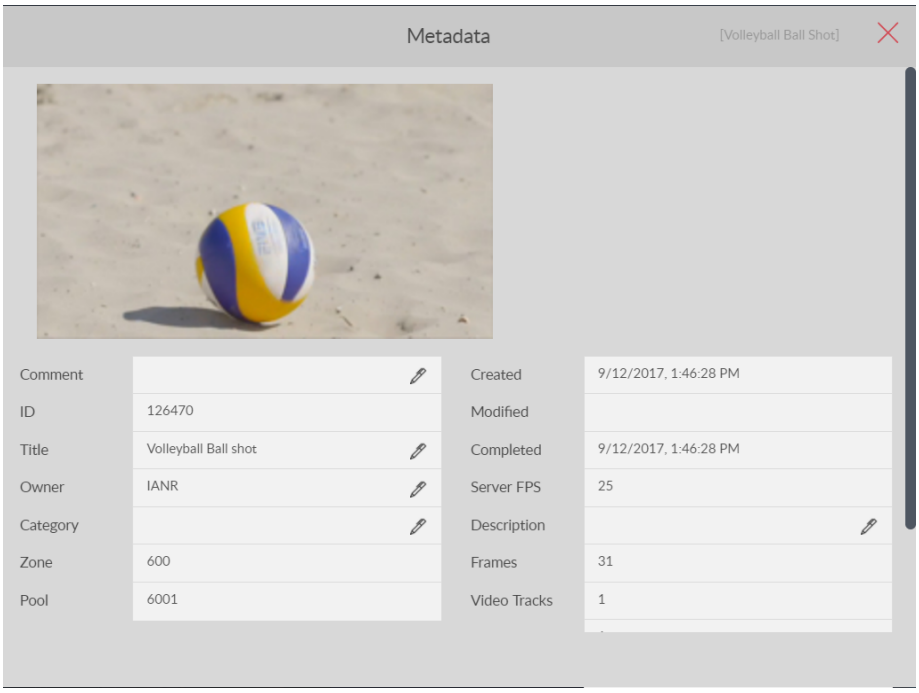


Fig. 4-51: Source Panel Metadata Dialog

2 Edit the metadata in the fields where displays.

3 Press to close the metadata dialog.

5 Bins/Upload Panel

Description

The bins/upload panel is used as a temporary store for clip and sub-clips, and as a means of uploading clips back to the server.

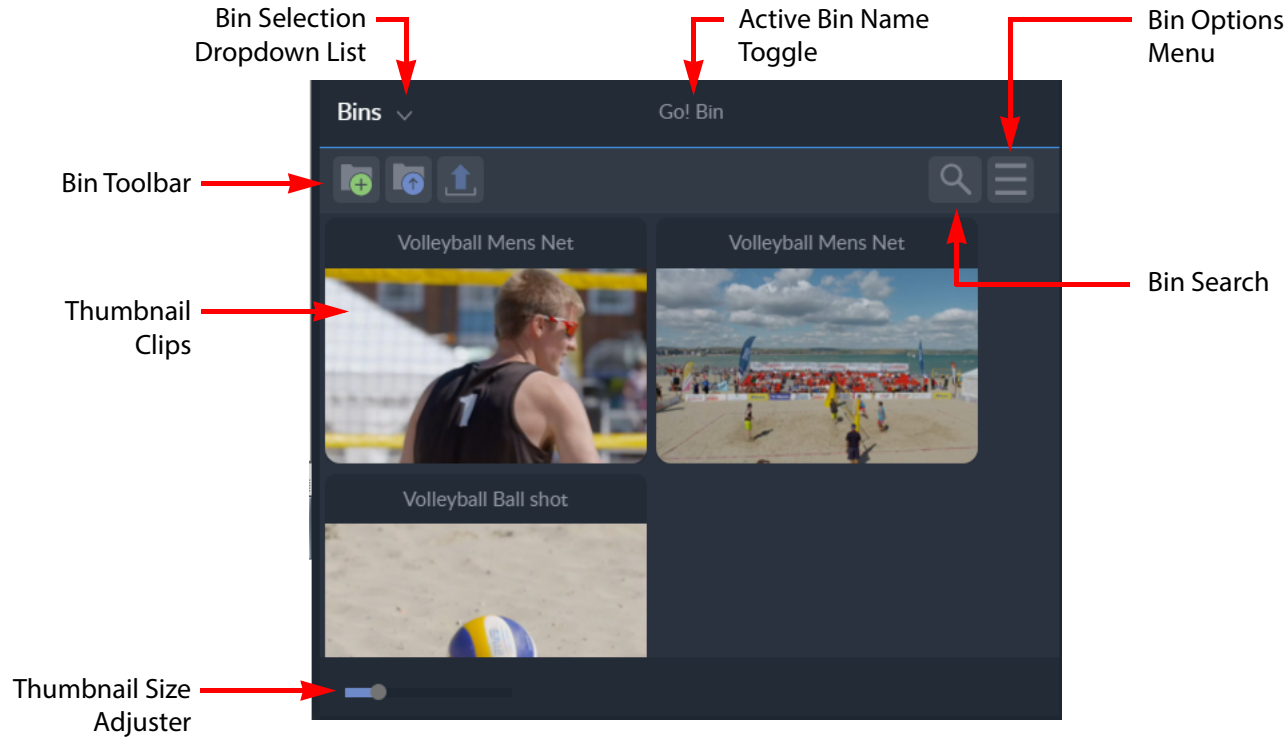


Fig. 5-1: Overview of Go! Bins Panel

> **Note:** The size of the panel can be adjusted for optimum use, or it can be hidden from view to give more space to other panels. See **Change Panel Sizes**, on page 10

Menus

Options Menu

The options menu provides options relating to the Bins panel. Some of these options are also available as icons on the toolbar, see Screen Icons, on page 11.

- Press the menu icon ( ) at the top right of the panel to display the following source player options menu:

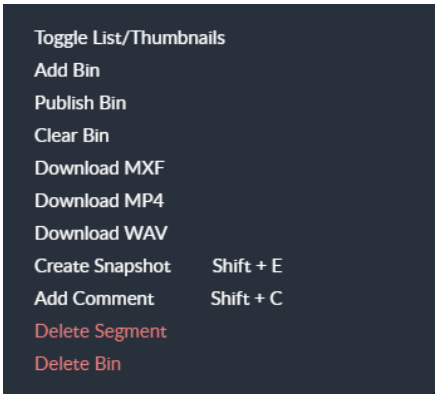


Fig. 5-2: Bins Panel Options Menu

The available menu options are as follows:

Option	Description
Toggle List/Thumbnails	Switch between the list view and grid view.
Add Bin	Add a new bin.
Publish Bin	Save the contents of a bin to a server.
Clear Bin	Empty the current bin.
Download MXF	Download clip as MXF file.
Download MP4	Download clip as MP4 file.
Download WAV	Download clip as WAV file.
Create Snapshot (Shift + E)	Creates a high quality still of the first frame of the clip. This is downloaded as a JPG file, and can be retrieved from the status area at the bottom of the browser window, or from the Downloads folder on the device.
Add Comment (Shift + C)	Add a comment to the currently selected clip at the current frame position of the clip. (sQ Only)
Delete Segment	Delete the selected segment from the current bin.
Delete Bin	Delete the current bin. **Note:** The default Go! Bin cannot be deleted.

Some of the menu items have keyboard shortcuts, as shown when opening the menu. See Keyboard Shortcuts on page 20

Right-click Menu

A right-click menu provides further functions relating to the Bins panel. Some of these options are also available as icons on the toolbar, see Screen Icons, on page 11.

- Right-click the cursor on any part of the bins panel or thumbnail to display a menu:

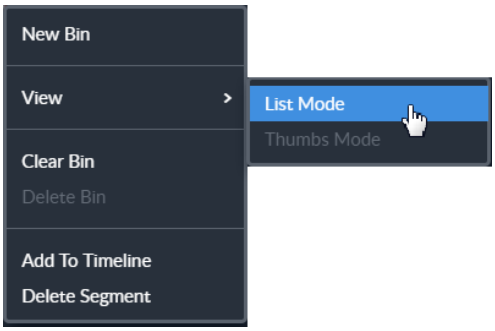


Fig. 5-3: Bins Panel Right-click Menu

The available menu options are as follows:

Option	Description
New Bin	Adds another named bin to the available bins.
View	Toggles the view mode between list and thumbnail modes.
Clear Bin	Clears all clips from the active bin.
Delete Bin	Deletes the currently active custom bin. The default Go bin cannot be deleted.
Add to Timeline	Moves the selected clip to the playhead position in the timeline.
Delete Segment	Removes the selected clip from the active bin.

Search

If necessary, use the Search ( ) button to locate specific clips in the bin.

If the icon displays, the link to that clip on the server has been broken.

Add New Bin

A default bin titled Go! Bin is always present, but further bins can be added to group clips together, as required.

To add a bin:

1 Press . A dialog box displays.

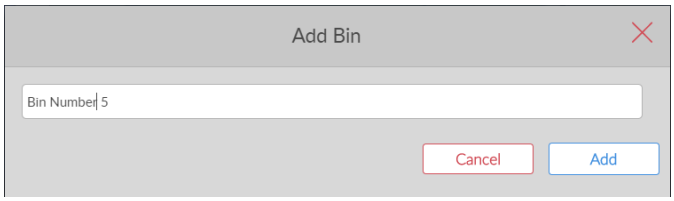


Fig. 5-4: Add Bin Dialog

2 Enter a name for the new bin and press **Add**.
The bin is added, and the dialog closes.

3 To exit without adding a bin, press **Cancel** or press to close the dialog.

Select Bin

When additional bins have been added, select the required bin from the Bins dropdown list at the top left of the panel.

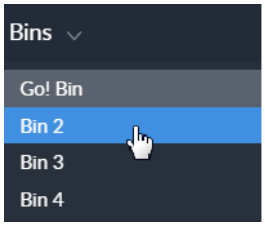
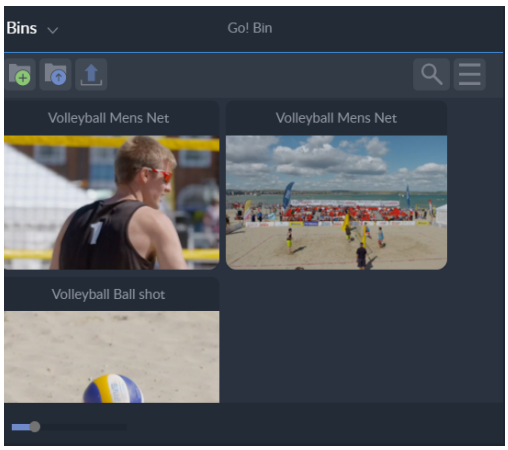


Fig. 5-5: Bin Selection Dropdown List

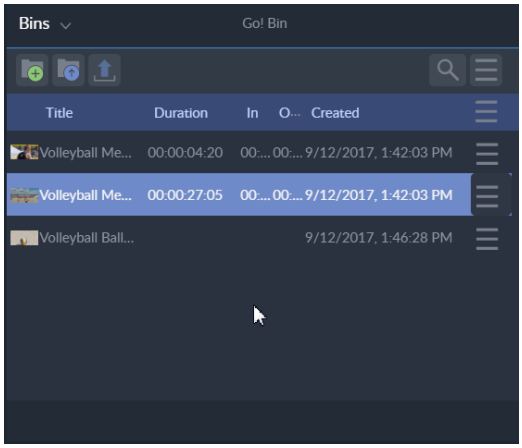
Bin Views

The clips in a bin can be displayed either as a thumbnail grid or as a list view.

- Press the options menu button ( ) and select **Toggle List/Thumbnails** to toggle between the two views.



Thumbnail Grid View



List View

Fig. 5-6: Bins Panel Thumbnail and List Views

In thumbnail grid view adjust the size of the thumbnails using the slider bar at the bottom left of the panel.

Fig. 5-7: Thumbnail Size Slider Control

Clip Menu

Each clip or sub-clip in a bin has its own clip options menu. In list view the clip menu button displays at the end of the row. In grid view, hover over the top right corner of the clip to display the clip menu button.

Press the options menu icon ( ) to display the following menu items for the clip:

Option	Description
Play	Play the clip out in the source player panel.
Download MXF	Download clip as MXF file.
Download MP4	Download clip as MP4 file. (sQ Only)
Download WAV	Download clip as WAV file.
Create Snapshot	Creates a high quality still of the first frame of the clip. This is downloaded as a JPG file.
Add Comment	Add a comment to the currently selected clip at the current frame position of the clip. (sQ Only)
Metadata	Open the metadata dialog to see information about the clip, and to add further data.
Delete	Delete the selected clip from the bin.

Some of the menu items have keyboard shortcuts, as shown when opening the menu. See Keyboard Shortcuts on page 20

Add a Clip to the Timeline

Drag a clip from the bin to the edit timeline panel. See Timeline Panel, on page 50 for details on how to add the clip to the timeline.

Alternatively, right-click and select the option: **Add to Timeline**.

Upload Media

Media can be uploaded into a bin from external sources such as professional cameras or mobile devices.

The file types that can be uploaded are, MXF, MOV and MP4 (sQ Only).

To upload media:

1 Press ( ).
2 Navigate to the path of the file(s) to upload in the file explorer, and select the relevant file or files.

Note: Media can also be dragged and dropped into the current bin.

This displays the upload media dialog:

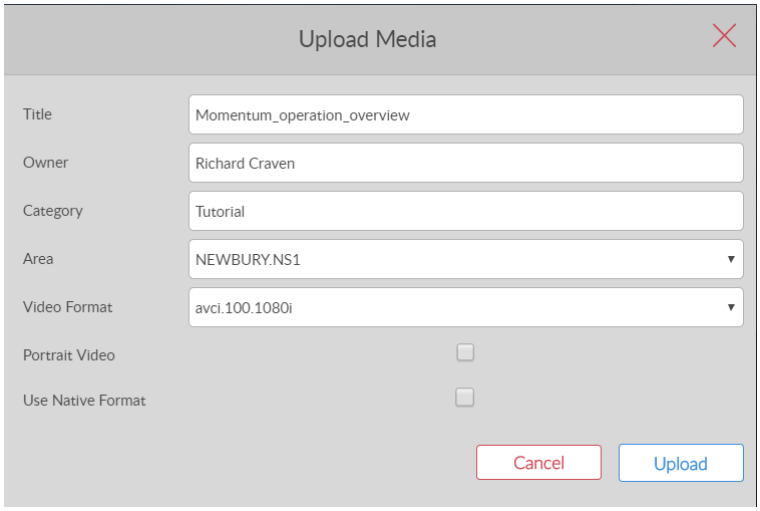


Fig. 5-8: Upload Media Dialog

3 Enter a title, owner and category and select the area to which the media is to be uploaded.

4 The preferred format for the default zone is preselected.

If this is not the format required, select a format from the dropdown list. If the file to be uploaded is already in a server allowed format, checking the **Use Native Format** checkbox bypasses any transcoding.

> **Note:** If **Use Native Format** is selected for a non-native file, the import will fail.

5 If the video being uploaded is in portrait format, check the **Portrait Video** checkbox to maintain the correct aspect ratio.

The video will be uploaded in a 16:9 HD frame with black bars left and right. Leaving this checkbox unchecked will stretch a portrait video to fill an HD frame.

6 Press **Upload**. A notification displays at the top of the screen and an upload progress displays on the status bar.

7 To exit without publishing, press **Cancel**, or press to close the dialog.

Multiple upload files are queued up in the HTTP server and uploaded one at a time.

Publish Bin

The whole bin can be published, in its entirety, back to a server. The bin is published as an edit decision list (EDL) in the order that the contents are listed in the bin.

To publish a bin:

1 Press . The publish dialog displays.

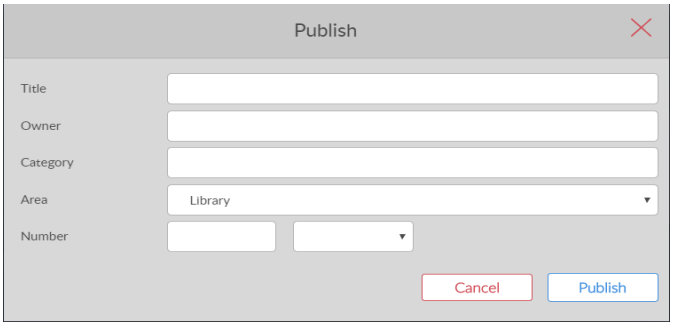


Fig. 5-9: Publish Bin Dialog

2 Enter title, Owner and Category details, and select the appropriate area from the dropdown list.
3 Press **Publish**.
4 To exit without publishing, press **Cancel**, or press to close the dialog.

Additional Options

Download a Clip

Clips can be downloaded locally in a number of different formats, either as video with audio or as separate audio.

- Press to download an MXF file.
- To download other formats, from the clip menu select the relevant download option.

A notification displays at the bottom-left of the editing screen confirming the download.

Downloaded clips are available from the status area at the bottom of the browser window, and are also stored in the Download folder of the device.

> **Note:** Video and audio format of WAV and MXF files is the same as the format stored on the server. When downloading as MP4 (sQ Only) the bitrate and resolution are set in the desktop settings application of each HTTP Transformer. Contact the system administrator for more details.

Create a Snapshot

A snapshot is a single frame high resolution JPG of the first frame of the clip.

To create a snapshot:

- Press .

A notification displays at the bottom-left of the editing screen confirming the download.

The snapshot is available from the status area at the bottom of the browser window, and is also stored in the Download folder of the device.

Add a Comment (sQ Only)

To add a comment to a clip:

1 With the clip selected, press . A dialog box displays.

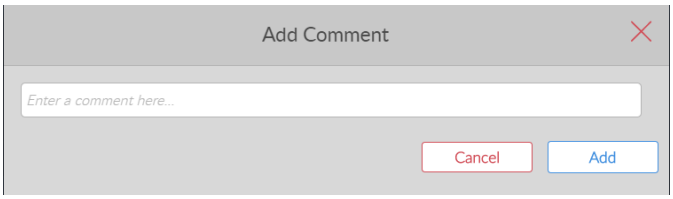


Fig. 5-10: Bins Add Comment Dialog

2 Add/edit the comment as required and press **Add**. The comment is added to the current frame of the clip, and the dialog closes.

3 To leave an existing comment without making changes, press **Cancel**.

4 Press ✕ to close the dialog.

View Clip Metadata

To view the metadata included with a clip:

1 With the clip selected, from the Clip menu select **Metadata**. The metadata for that clip displays.

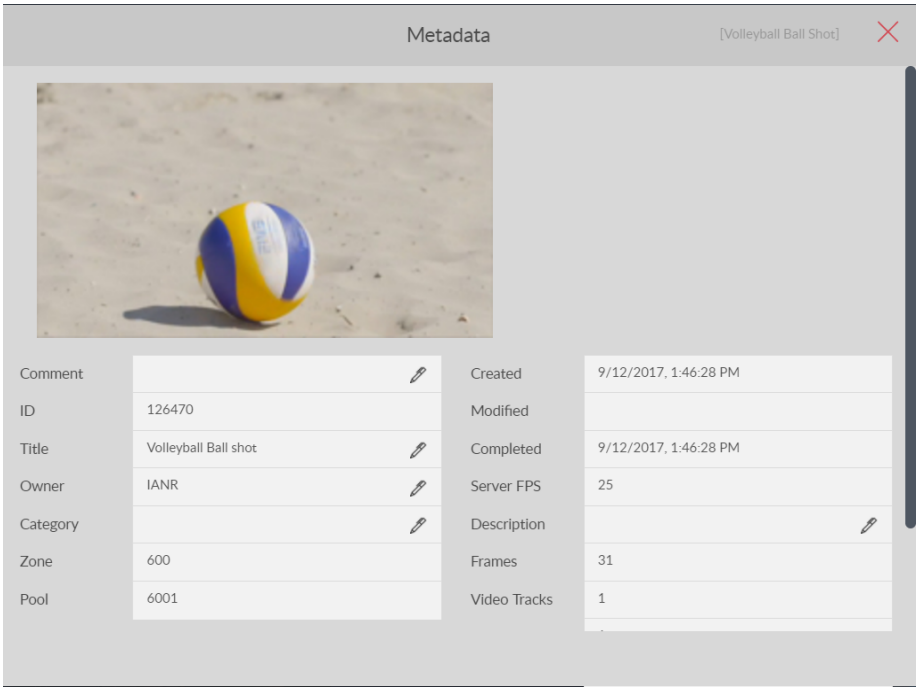


Fig. 5-11: Bins Metadata Dialog

2 Edit the metadata in the fields where ✎ displays.

3 Press ✕ to close the metadata dialog.

6 Timeline Panel

Description

The timeline panel is used to compile edits by positioning clips in the required play order, and adjusting edit transitions as required.

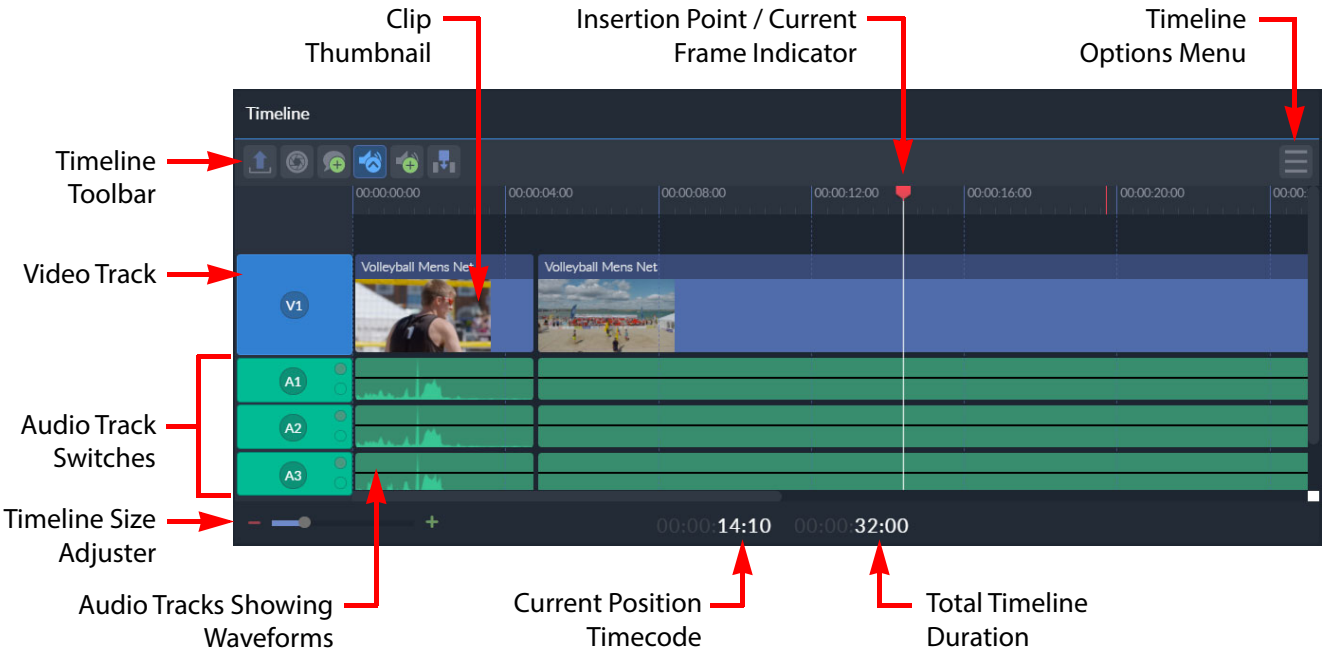


Fig. 6-12: Overview of Go! Timeline Panel

Audio tracks can be manipulated, added or removed as necessary.

> **Note:** The size of the panel can be adjusted for optimum use, or it can be hidden from view to give more space to other panels. See Change Panel Sizes on page 10

Menus

Options Menu

The options menu provides options relating to the Timeline panel. Some of these options are also available as icons on the toolbar, see Screen Icons, on page 11.

- Press the menu icon ( ) at the top right of the panel to display the following timeline options menu:

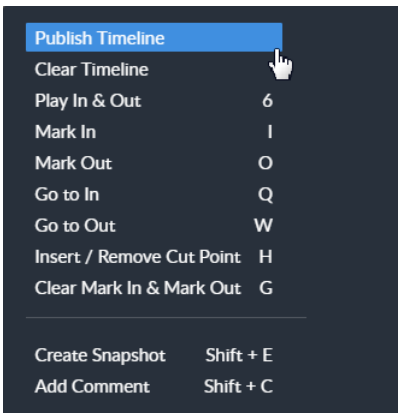


Fig. 6-13: Timeline Panel Options Menu

The available menu options are as follows:

Option	Description
Publish Timeline	Publish the clip back to the server or, for systems connected to Momentum, save to networked storage. In both cases the timeline edit is published with the full editorial history.
Clear Timeline	Remove all clips from the timeline.
Play In & Out (6)	Play the clips in the timeline.
Mark In (I)	Mark an in point for the start of sub-clip.
Mark Out (O)	Mark an out point for the end of sub-clip.
Go to In (Q)	Move the playhead to the in point in the timeline and timeline player panels.
Go to Out (W)	Move the playhead to the out point in the timeline and timeline player panels.
Insert / Remove Cut Point (H)	Insert a cut-point in a timeline clip at the current frame position.
Clear Mark In & Mark Out (G)	Clear mark in and mark out points in both the timeline panel and the timeline player panel.
Create Snapshot (Shift + E)	Creates a high-quality still of the first frame of the clip. This is downloaded as a JPG file, and can be retrieved from the status area at the bottom of the browser window, or from the Downloads folder on the device.
Add Comment (Shift + C)	Add a comment to the currently selected clip. The comment is added to the first frame of the clip.

Some of the menu items have keyboard shortcuts, as shown when opening the menu. See Keyboard Shortcuts on page 20

Right-click Menu

A right-click menu provides further functions relating to the Timeline panel. Some of these options are also available as icons on the toolbar, see Screen Icons, on page 11.

- Right-click the cursor on any part of the timeline panel to display a menu:

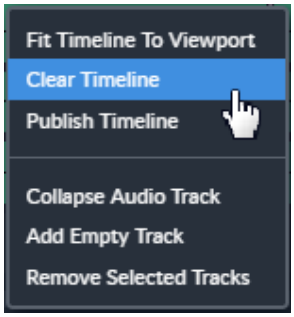


Fig. 6-14: Timeline Panel Right-click Menu

The available menu options are as follows:

Option	Description
Fit Timeline To Viewport	Expands or reduces the view of the timeline edit so that its entire length is visible in the timeline panel.
Clear Timeline	Removes all clips from the timeline.
Publish Timeline	Produces a rendered down clip of the timeline on the server selected in the publish dialog.
Collapse/Expand Audio Track	Toggles the available audio tracks between collapsed or expanded modes.
Add Empty Track	Adds an empty audio track to the timeline.
Remove Selected Tracks	Deletes the selected audio tracks from the timeline.

Timeline Panel Markers

When moving the cursor through the timeline, the current cursor position marker moves frame-by-frame along the timescale. This feature is particularly useful when zoomed into a clip to show frame start and end locations. The single frame marker, shown as a horizontal red bar next to the insertion point, represents the duration of a single frame, and is the distance moved by the cursor marker, at the zoomed-in magnification.

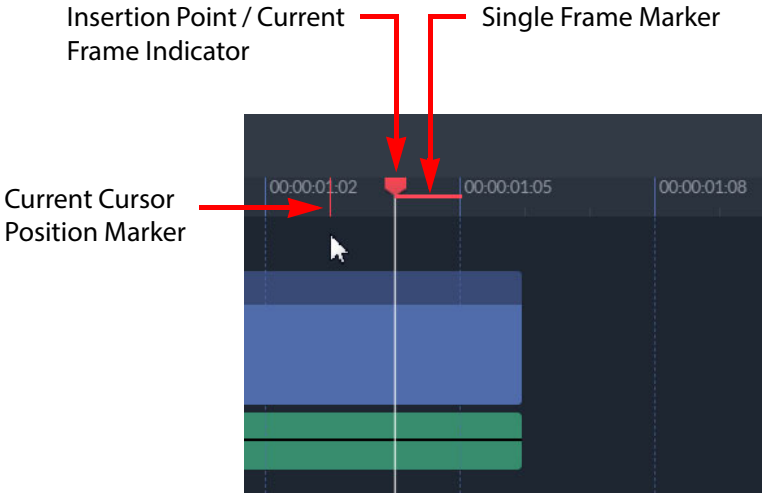


Fig. 6-15: Timeline Panel Markers

Add, Insert or Replace Clips in the Timeline

Note: Switch between insert mode and replace mode by toggling the Insert and Replace icons in the timeline toolbar.

The insert/replace mode is also displayed in the top left corner of any clips being dragged into the timeline.

Adding a Clip to the Timeline

To add a clip into the timeline:

1 Drag a clip directly from the source, bin, or source player panels and drop directly onto the timeline.

Alternatively, select the option **Add to Timeline** from a menu in either the source, bin or source player panels.

If audio is present in the clip a waveform track displays immediately below the video, if the audio tracks are expanded. This is the actual waveform of the audio track and can be used to help identify key points in the audio. The audio waveform is displayed once the audio track is played out for the first time.

2 Drag a second clip to follow on from the end of the first clip and position it above the insertion point in the timeline.

A vertical dashed line displays alongside the border of the existing clip at the insertion point with a thumbnail of the new clip shown above. The thumbnail of the new clip includes an insert/replace mode icon and a timecode for the insertion point in the timeline.

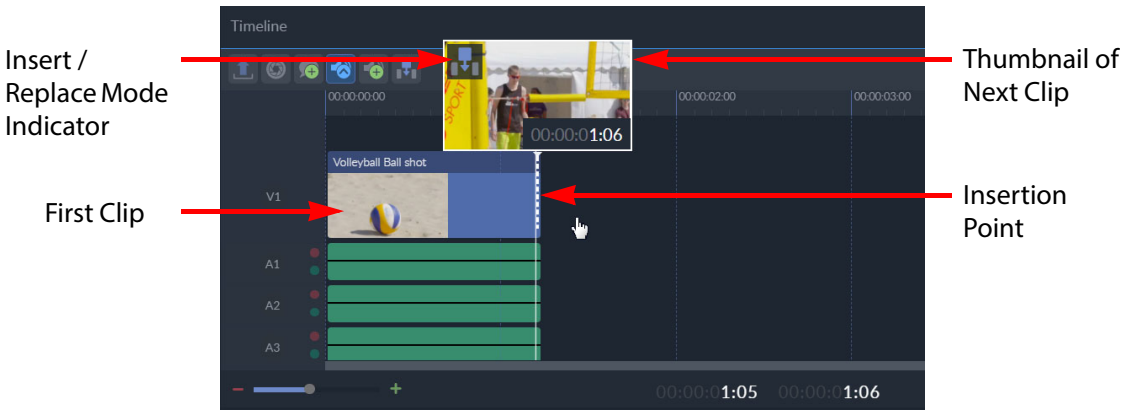


Fig. 6-16: Adding a Clip to the Timeline

Clips can be dropped end-to-end, inserted at cut points, or dragged to a new position in the timeline and dropped into place, with or without transitions between each clip.

3 When dragging in subsequent clips, again the dashed line and thumbnail indicate where the clip can be dropped; before, after or between current clips on the timeline.

Each clip in the timeline displays a thumbnail at the beginning of the clip summarizing the content of the clip.

Inserting a Clip into the Timeline

To insert a clip into the timeline:

1 Make sure that the insert/replace mode is set to Insert:

2 Drag a clip directly from the source, bin, or source player panels and hover over the desired insertion point in the timebar.

A vertical dashed line displays alongside the border of the existing clip at the insertion point with a thumbnail of the new clip shown above. The thumbnail of the new clip shows that the insert mode is active and displays a timecode for the insertion point in the timeline.

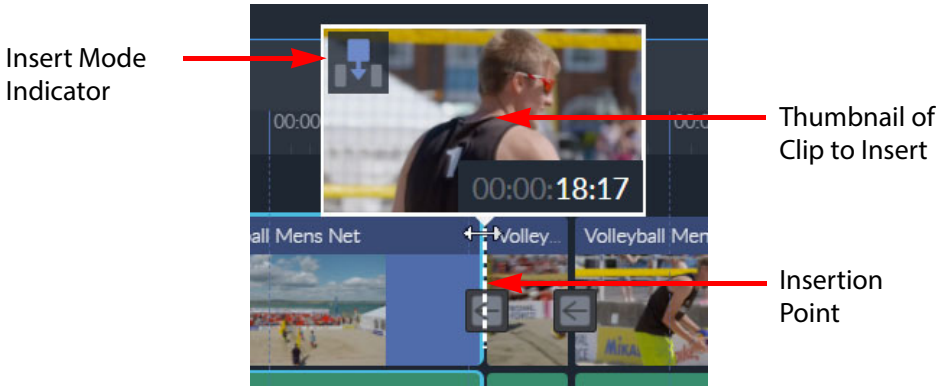


Fig. 6-17: Inserting a Clip into the Timeline

3 Drop the clip so that it is inserted between clips or at the cut point in the timeline, moving the next clip to the right along the timeline.

Alternatively, position the insertion point and select the option **Add to Timeline** from a menu in either the source, bin or source player panels. If audio is present in the clip, the audio tracks are also inserted.

Replacing a Clip in the Timeline

To replace an existing clip in the timeline with a different clip:

1 Make sure that the insert/replace mode is set to Replace:

2 Drag a clip directly from the source, bin, or source player panels and hover over the desired insertion point in the timebar.

A vertical dashed line displays between the existing clips at the insertion point with a thumbnail of the new clip shown above. The thumbnail of the new clip shows that the replace mode is active and displays a timecode for the insertion point in the timeline.

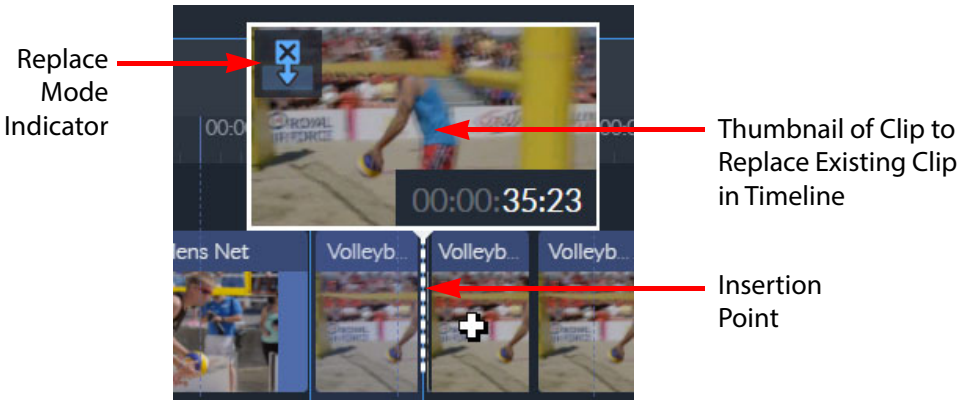


Fig. 6-18: Replacing a Clip in the Timeline

3 Drop the clip so that it replaces the clip to the right of the insertion point or at the cut point in the timeline.

Alternatively, position the insertion point and select the option **Add to Timeline** from a menu in either the source, bin or source player panels. If audio is present in the clip, the audio tracks are also included.

Timeline Zoom

It can be useful to zoom in on parts on the timeline to assist with editing. A sliding zoom control is available at the bottom left of the timeline panel.

Adjust the zoom using either the zoom slider bar or by pressing or to zoom in or out respectively.

Fig. 6-19: Timeline Panel Zoom Slider Control

Drag the zoom slider left or right to change the zoom level.

It is also possible to zoom into the timeline using a selection lasso (or marquee). To do so, press at any point in the timeline and drag the lasso up and to the left over the desired zoom area. The timeline view changes to display the zoomed-in section of the timeline.

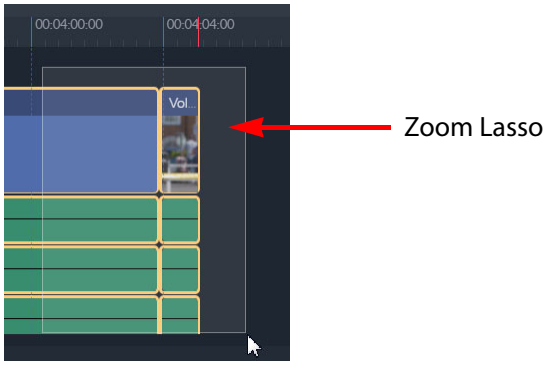


Fig. 6-20: Zoom Selection Lasso

Edit Clips on the Timeline

Note: Double-clicking on any clip included in the timeline jumps to the start of that clip in the Source Player.

Reorder Clips

To reorder clips on the edit timeline:

1. Select a clip on the edit timeline by pressing anywhere in the clip.
   The selected clip is indicated by a yellow border.
2. Drag the clip to the new location and drop it at an appropriate insertion point.

Always note the setting of the insert/replace mode indicated at the top left of the thumbnail.

Trimming Clips (Basic Mode)

To trim a clip:

1 Hover over the start or end of a clip.

2 Drag the white trim marker left or right to shorten or extend the clip, or change the start time of the next clip.

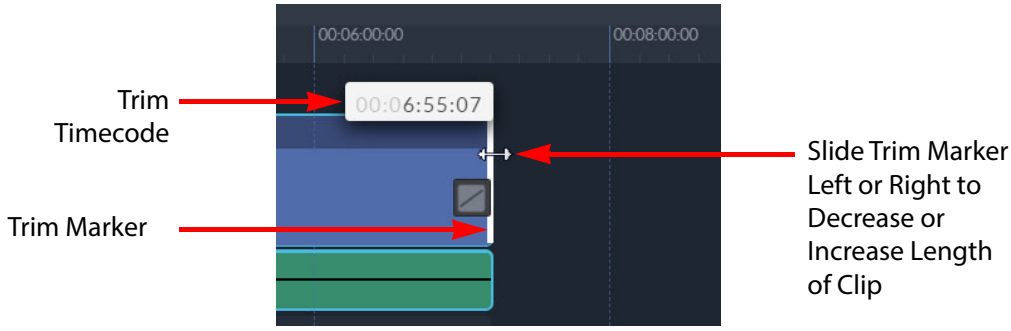


Fig. 6-21: Trimming a Video Clip in the Timeline

When selected the trim timecode points in the direction of the clip to be trimmed. Dragging to the left removes frames from the clip and dragging to the right adds frames to the clip from the source video.

When the trim marker is dragged to the left or right, a thumbnail of the current frame is displayed above the clip. The thumbnail also displays the number of frames to be added or removed in the trim operation, together with the timecode at the trim point.

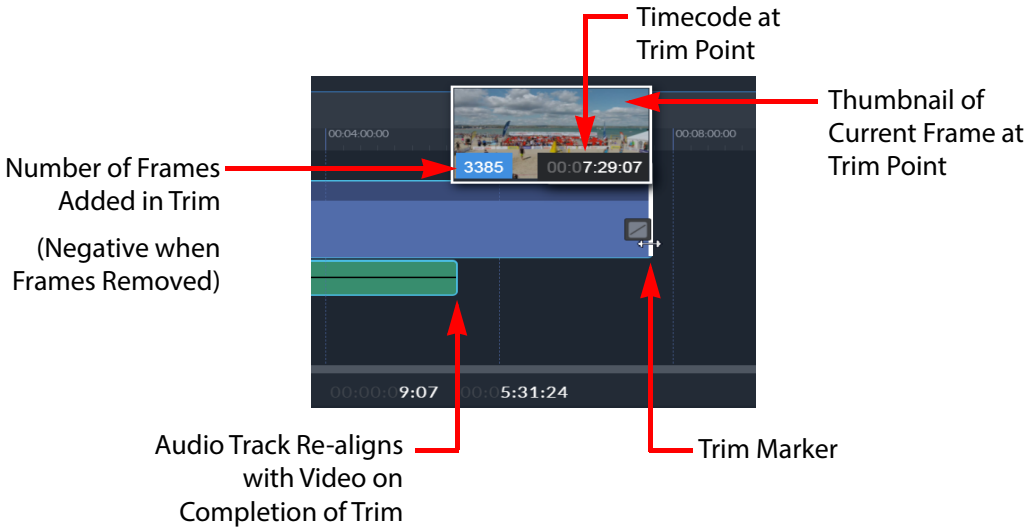


Fig. 6-22: Trim Timecodes and Frame Count

When trimming to the left or right, the audio tracks remain in their original position until the trim operation is finished. The audio tracks then automatically adjust to align with the new position of the video clip.

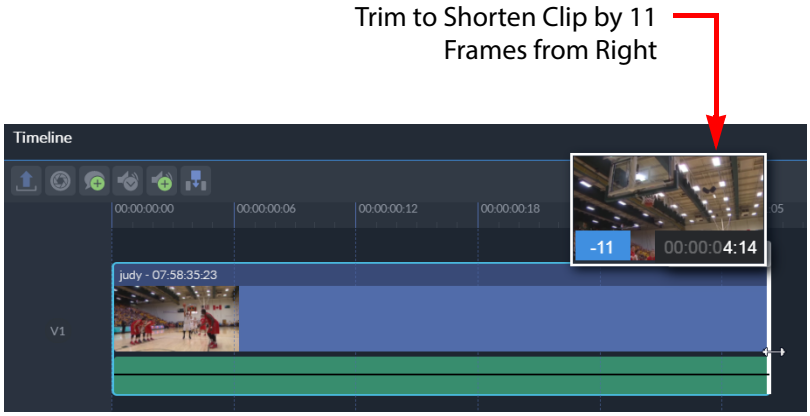


Fig. 6-23: Trimming by Frame Number

Once the end of the source video is reached, it is no longer possible to trim the clip any further. When the trim boundary for a clip is reached, the trim marker and thumbnail border change color to red.

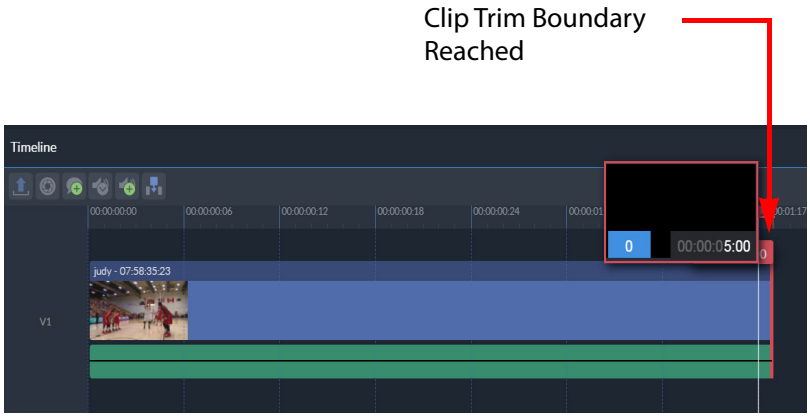


Fig. 6-24: Trim Boundary Limit

Trimming Clips (Advanced Mode)

Advanced trim mode is launched by pressing or clicking between two clips in the timeline, or pressing **Ctrl** and **Up** arrow with the Timeline panel active. This opens two thumbnails, showing the right- and left-most frames of the adjacent clips, together with the advanced trim control bar.

To use the advanced trim control bar, either click and hold down one of the three clip tools or enter a number of frames to trim in the trim field. The active control always has a white background.

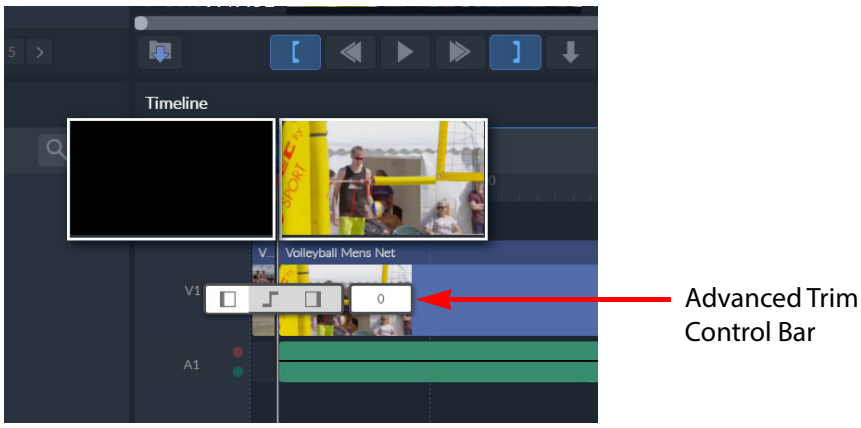


Fig. 6-25: Advanced Trim Mode

The active control has a white background. Press the required control and slide left or right to trim the clips as required.

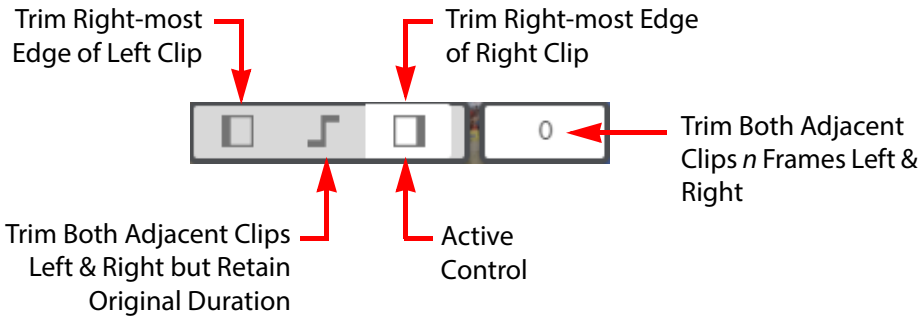


Fig. 6-26: Advanced Trim Control Panel

The advanced trim controls have the following functions:

Icon	Function	Description
	Trim Left Clip	Activate this control and drag left or right to reduce or increase the frames in the left-hand clip of the pair, respectively.
	Trim Right Clip	Activate this control and drag left or right to reduce or increase the frames in the right-hand clip of the pair, respectively.
	Trim Left & Right Clips Without Changing Total Duration	Activate this control to trim both adjacent clips to the left or right but retain the total duration of both clips. This reduces the frames in one clip and increases the frames in the adjacent clip by the same number of frames.

Icon	Function	Description
	Trim Left & Right Clips *n* Frames	Enter a positive integer to add that number of frames to both clips, or enter a negative integer to remove that number of frames from both clips. Use Left/Right arrow keys to increase/decrease in increments of one frame, or Shift + Left/Right arrow keys to increase/decrease in increments of ten frames.
	Trim Limit Reached (Left & Right Trim)	When a clip can no longer be trimmed in the chosen direction, the advanced trim icon changes color to red.

When trimming a clip to left or right, the audio tracks will automatically re-align with the trimmed video after releasing the control. Select audio tracks independently to adjust start and end points as described in Selection of Audio Tracks (Advanced Audio Mode), on page 65.

Transitions

When clips are added to the timeline the default transition from one clip to the next is a straight cut. A wipe or dissolve can be applied either to an individual transition, or all transitions in the edit can be set to use the same throughout. The Transition toolbar has the following functions:

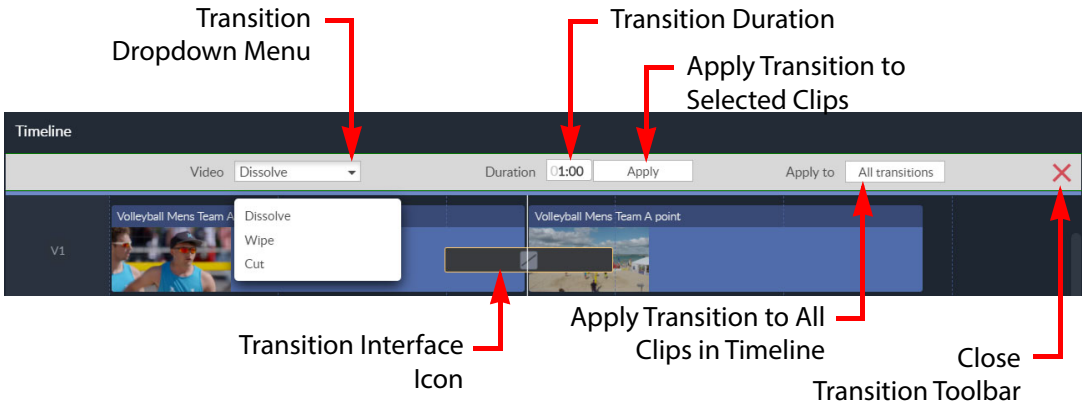
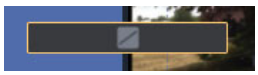


Fig. 6-27: Transition Toolbar

The length of the transition interface icon represents the duration of the transition between clips. Use the transition toolbar to add any of the following types of transition:

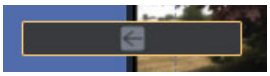
- **Dissolve:** Produces a gradual transition from one clip to the next over a specified number of frames. The transition interface icon displays a dissolve transition as follows:



- **Wipe:** Produces a transition where a clip replaces the previous clip by progressively traveling from one side of the frame to the other. The direction of the wipe is shown by an arrow in the transition interface icon, indicating that the wipe

progresses from left to right: The transition interface icon displays a wipe transition as follows

:



- **Cut:** The default transition is an immediate switch between the last frame of a clip and the first frame of the next clip. A cut does not have a duration and is shown simply as a vertical gap between clips in the timeline.

Add a Transition

To add a simple dissolve transition between two video clips:

1 Hover over the vertical gap between two adjacent video clips.

This displays an Add Transition graphic.

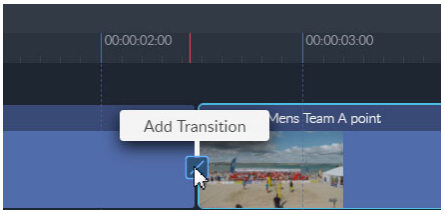


Fig. 6-28: Adding a Transition Between Clips

2 Press .

3 A default dissolve of one second duration is added between the clips, and shown as follows:

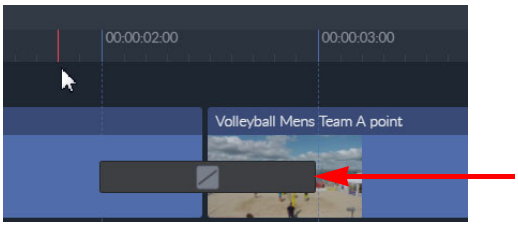


Fig. 6-29: Transition Indicator

Hover over the transition indicator to display the duration of the transition.

Edit/Modify a Video Transition

The transition type and duration can be modified and the change applied to a single transition or to all transitions in the timeline. To edit an existing transition:

1 Double-click a transition icon between two video clips to open the transition toolbar:

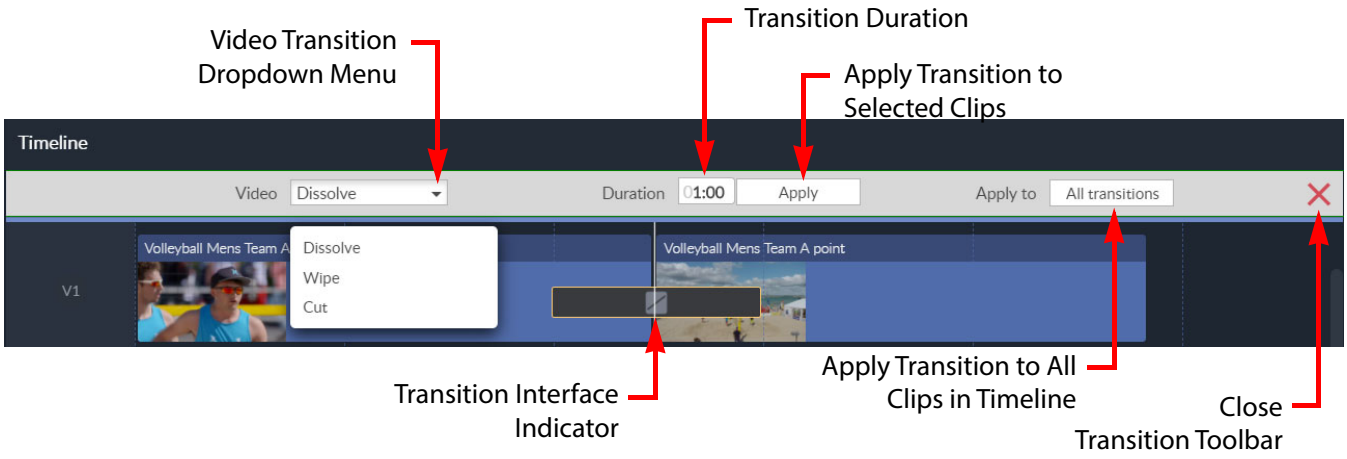


Fig. 6-30: Transition Toolbar

2 Select the type of transition from the Video transition dropdown menu.

3 Enter the required duration of the transition.

Changes are immediately applied to the selected transition.

4 If the same transitions are to be reflected through the entire timeline edit, press **All Transitions**.

5 Press to close the transition toolbar.

Remove Transitions

To remove a single transition:

- Select the transition icon and press the Delete key.

To remove all transitions:

1 Double-click on a transition icon to open the transition toolbar.

2 Select **Cut** from the Video transition dropdown menu.

3 Press **All transitions** to remove every transition from the edit and leave a straight cut between video clips.

Audio Tracks

Up to six audio tracks can be included in the timeline with a source clip. Audio tracks are displayed by default as a single, green line below the video clip.

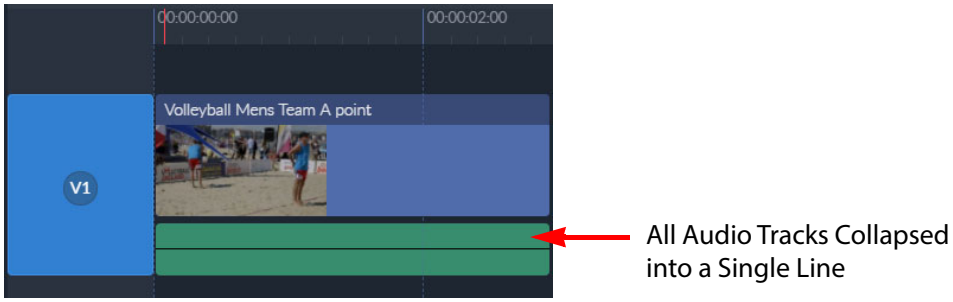


Fig. 6-31: Collapsed Audio Track in Timeline Panel

Press to expand the audio track and display all individual audio tracks included with the clip.

Press to collapse the audio tracks again.

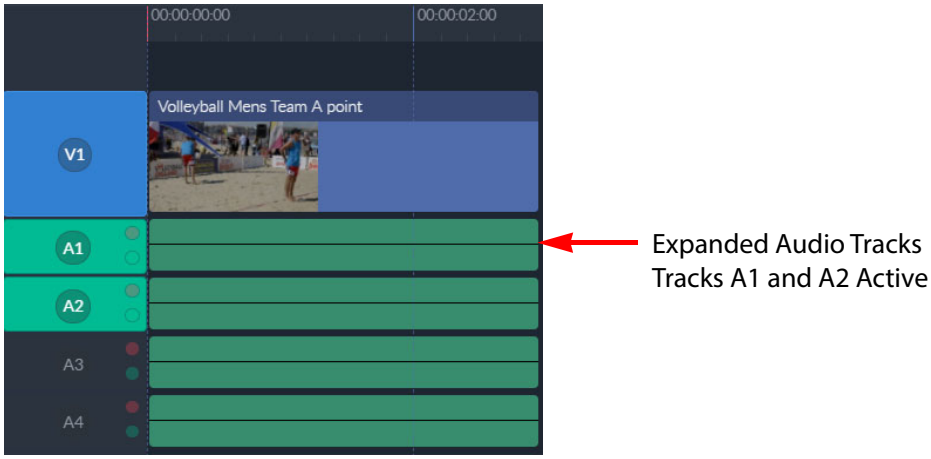


Fig. 6-32: Expanded Audio Tracks in Timeline Panel

Selection of Audio Tracks (Advanced Audio Mode)

Several methods are available to select audio tracks for further actions. For example, the start and end points of an individual or multiple audio tracks can be reduced or extended independently from the associated video clip.

Hover over the audio tracks associated with one of the video clips in the timeline panel and all related audio tracks are highlighted with a blue boundary:

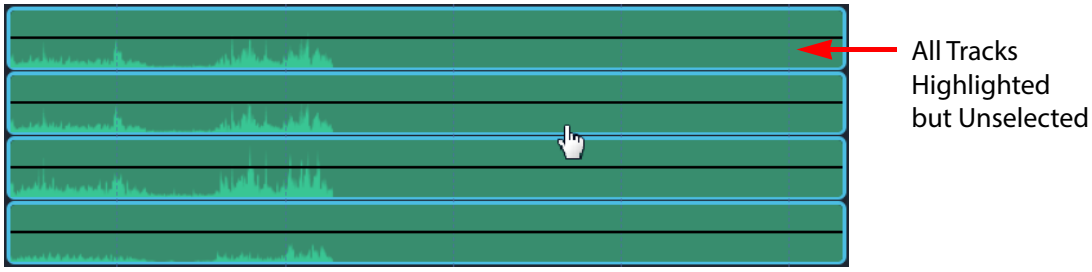


Fig. 6-33: Audio Tracks in Advanced Audio Mode

To select all audio tracks associated with a video clip, press anywhere in any of the audio tracks. The highlighted border of the audio tracks changes color to yellow to show that all are selected.

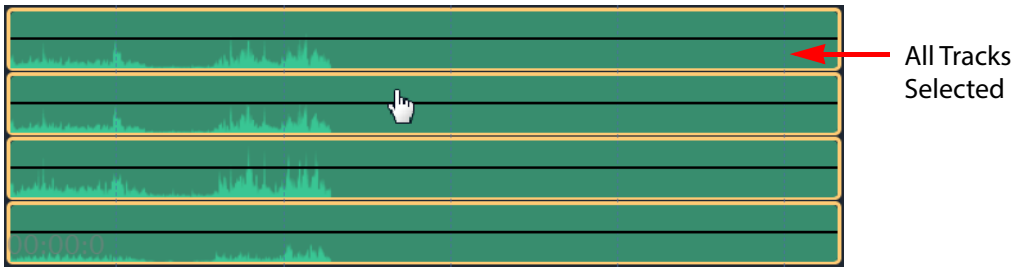


Fig. 6-34: Audio Tracks Selected for Further Actions

To select specific individual audio tracks associated with a video clip, hold down **Ctrl** and click each audio track to select for further actions. In the following example, audio tracks A1 and A3 are selected.

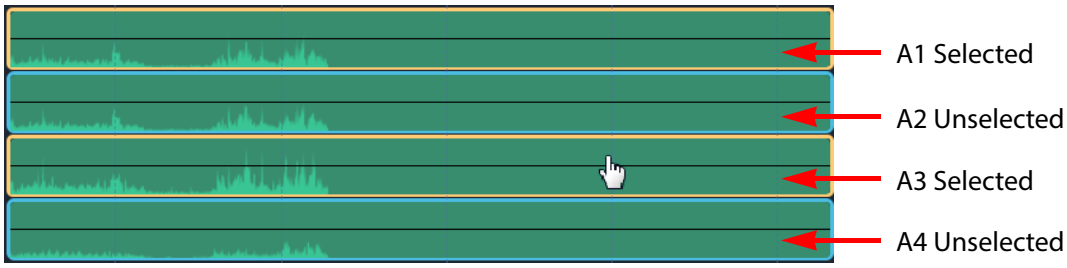
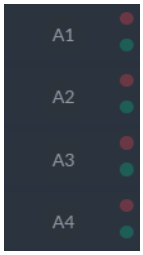
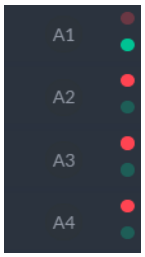
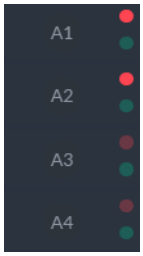


Fig. 6-35: Selecting Individual Audio Tracks

Mute and Solo Audio Track Controls

The mute and solo audio controls to the left of the audio tracks are displayed in Advanced audio mode, when the audio tracks are expanded in the Timeline panel. These controls enable the muting or selective activation of the available channels as described in the following table.

Audio Track Controls	Audio Mode	Description
	Standard Audio	All audio controls unselected. All audio tracks are played together when the associated video clip is played in the Timeline Player.
	Solo Mode	Green Solo button selected for audio track A1; automatically mutes all other audio tracks (red mute buttons selected.) Dims the green background of all muted tracks. Plays only the solo audio track when the associated video clip is played in the Timeline Player. All other tracks are automatically muted.
	Mute Mode	Red Mute buttons selected for audio tracks A1 and A2. Dims the green background of the muted tracks. Plays only unmuted audio tracks (A3 and A4 in this example) when the associated video clip is played in the Timeline Player. Audio tracks A1 and A2 are muted. Any tracks can be muted by selecting the corresponding mute button.

Add / Delete Audio Tracks

To add an empty audio track to the timeline clip:

- Press

The additional audio track is added to the end of the existing audio tracks and assigned the next number in the series, for example **A7**. The additional track can be used, for example, to include a voiceover with the clip. See Add a Voiceover, on page 77 for more information.

To delete an entire audio track from the timeline:

1 Click the switch or switches, to the right of the audio tracks in the timeline panel, corresponding to the track(s) to be deleted

2 Right-click anywhere inside the timeline panel and select the menu option Remove Selected Tracks.

The entire selected track is removed from the timeline edit and the remaining audio tracks are renumbered in sequence.

Note: If an audio track is deleted from a clip in the timeline, you may need to clear the browser cache to ensure that the deleted track is not played when running the timeline through the timeline player.

Trim Audio Tracks

In general, when the video clip is trimmed, the associated audio tracks are automatically adjusted to the same timepoint. It is possible, however, to trim the audio clips independently of the parent video clip.

To trim audio tracks independently of the video clip:

1 Expand the audio tracks.

2 Hover over the left or right edge of the audio track.

This activates the audio trim marker as shown:

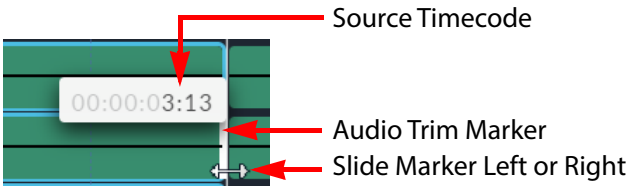


Fig. 6-36: Audio Trim Markers

3 Slide the trim marker to the left or right as required, to trim to the desired timepoint.

4 Release the trim marker and all other tracks are automatically trimmed to the same timepoint.

The parent video clip retains its original duration.

Trim Selected Audio Tracks Independently

To trim a selected audio track or tracks independently of the video clip:

1 Expand the audio tracks.

2 Use **Ctrl** and click to select the target audio track or tracks to adjust, see section for more information.

3 Hover over the left or right edge of the audio track(s).

This activates the audio trim marker.

4 Slide the trim marker of one of the selected tracks to the left or right as required, to trim to the desired timepoint.

5 Release the trim marker and the other selected tracks are automatically trimmed to the same timepoint.

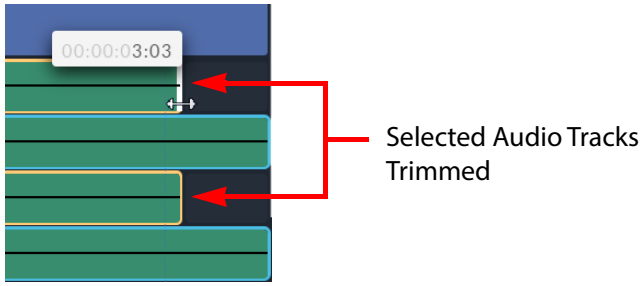


Fig. 6-37: Trimming Selected Audio Tracks

The parent video clip and unselected audio tracks retain their original duration.

Adjust Audio Levels

The audio levels of an individual audio track, a selection of tracks, or all tracks simultaneously for a video clip in the timeline can be adjusted as required.

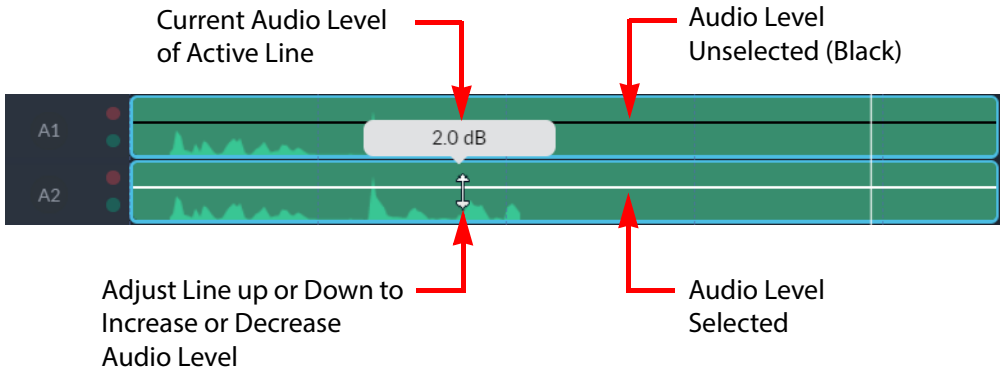


Fig. 6-38: Adjusting Audio Levels

To adjust the level of all audio tracks simultaneously:

1 Hover over the horizontal line dissecting the audio waveform of a clip segment until it turns white, or

Press Shift and click anywhere in the audio track to activate the audio level line.

2 Once active, drag the audio level up and down accordingly until the correct level is reached. The current level displays in an audio level box at the center of the clip above the audio waveform.

> **Note:** If the audio level box is off the display, use the timeline zoom control to zoom out, bringing that part of the clip back into view. See Timeline Zoom on page 58

Alternatively, select a clip segment, and use **Ctrl + [** and **Ctrl +]** to decrease or increase the audio level by small increments.

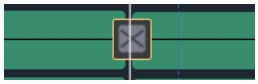
To adjust audio levels for a single audio track, or independently selected audio tracks, use **Ctrl** and click to select the track or tracks, then adjust the level as described above.

Audio Fades

When clips are added to the timeline the audio transition from one clip to the next is a straight cut. A linear cross fade or linear V fade can be applied either to an individual audio transition or to all audio transitions in the entire edit using the Audio Fade toolbar.

An audio fade icon represents fade between adjacent clips. Use the audio fade toolbar to add any of the following types of fade:

- **Linear Cross Fade:** Produces a gradual transition from one audio clip to the next as the level of one track slowly decreases over the top of the following track as its level increases. The fade interface icon displays a linear cross fade as follows:



- **Linear V Fade:** Produces a gradual transition from one audio clip to the next as the level of one track slowly decreases before the level of the following track increases. The fade interface icon displays a linear V fade as follows:

- **Cut:** The default fade is an immediate switch between the audio track of a clip and the audio track of the next clip. A cut does not have a duration and is shown simply as a vertical gap between clips in the timeline.

Add an Audio Fade

To add a fade between audio tracks:

1 Hover over the gap between two adjacent audio clips.

An Add Fade icon is displayed between the two audio tracks.

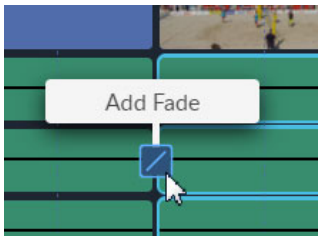


Fig. 6-39: Adding an Audio Fade

2 Press .

3 A default linear cross fade of one second duration is added to all audio tracks in the group, and displayed as follows:

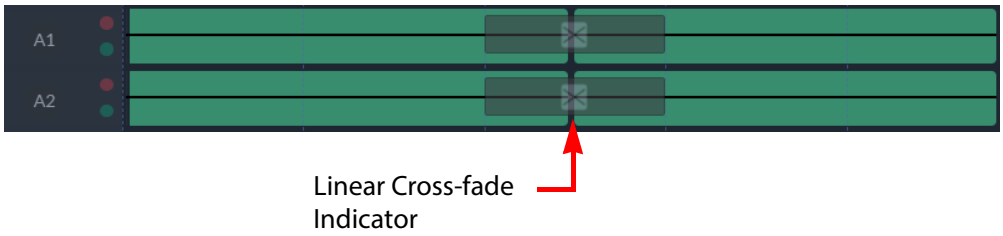


Fig. 6-40: Audio Fade Indicator

Edit/Modify a Fade

The fade type and duration can be modified and applied to a single audio transition or to all audio transitions in the timeline as follows:

1 Double-click a cross fade icon to open the audio fade toolbar:

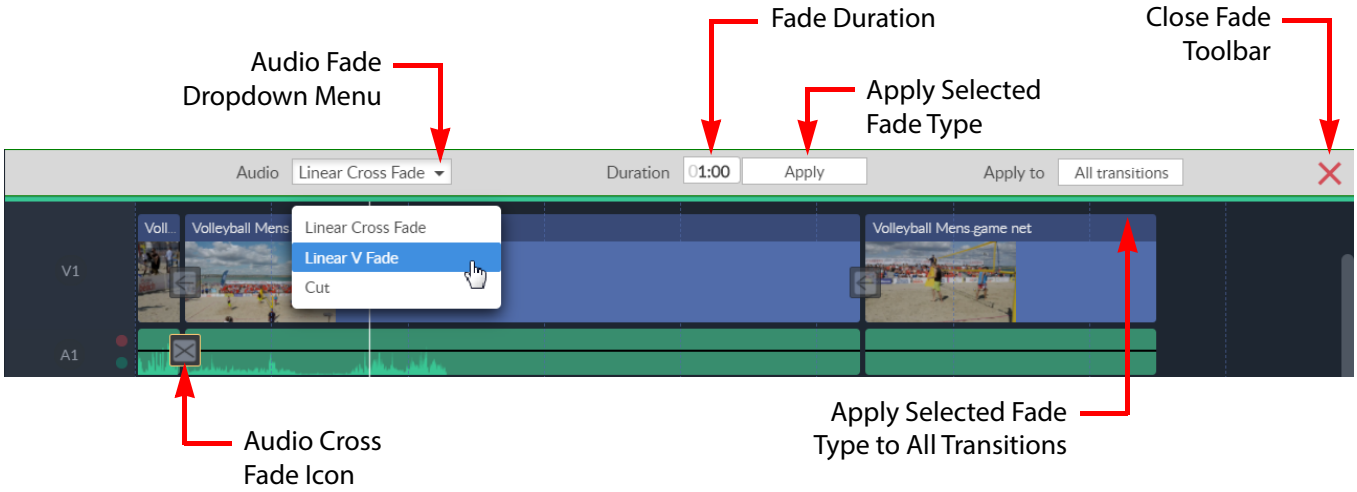


Fig. 6-41: Audio Fade Toolbar

2 Select the type of fade from the Audio dropdown list.
3 Enter the required duration.
Changes are immediately applied to the selected transition.
4 If the same audio fade is to be reflected through the entire edit, press **All Transitions**.
5 Press to close the audio fade toolbar.

Remove a Fade

To remove a single cross fade:

- Select the cross fade icon and press the Delete key.

To remove all audio fades:

1 Double-click a cross fade icon to open the audio fade toolbar.
2 Select **Cut** from the Audio fade dropdown menu.
3 Press **All transitions** to remove all audio fades in the entire edit.

Play the Timeline

To check the edit, play the timeline in the Timeline player panel. See Timeline Player Panel, on page 72.

The view on the edit timeline updates in sync with the play head in the timeline player as the edit plays through.

Publish the Edit Timeline

Once editing is complete the timeline can be published back to the server.

To publish the timeline:

1 Press . The publishing dialog displays.

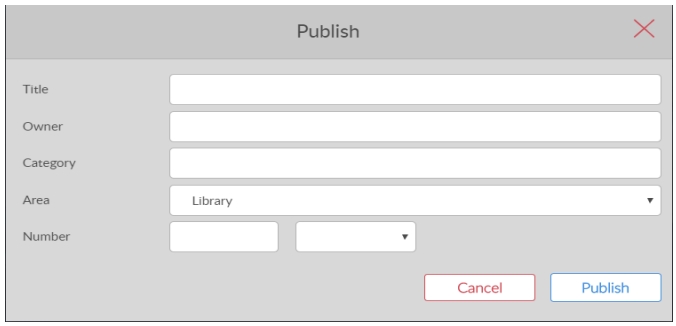


Fig. 6-42: Publish Timeline Dialog

2 Enter a title for the edit, together with owner and category information, if required.

3 Select the target storage area from the dropdown list to which to publish the timeline.

On a system connected to Momentum only, the following publish options are available:

- **SQPUBLISH:** Publishes the timeline back to the server as a flattened clip.
- **PARK:** Publishes the timeline as a work-in-progress EDL, retaining the full history information, to allow further editing of the timeline.
- **SOCIALMEDIA:** Sends the timeline edit to a workflow that will publish the clip to a social media site, for example, Facebook or Twitter.
- **FILEPUBLISH:** Sends the timeline edit to a file as a single rendered clip.

4 Select a suitable option from the number dropdown menu (sQ Only), either:

- **No Number:** Leaves the number blank.
- **First Free From:** Uses the first available number equal to, or above, the entered number that is not used by another clip.
- **Force a Number:** Uses the number supplied, irrespective of whether it is used by another clip.

The number, if specified, is used by the SAM QPlay panel, for example, to build a set of clips that might be used regularly and need to be called-up quickly. Specified numbers must be integers but need not be unique.

5 Press **Publish**.

The edit is added to the specified area, and includes all tails, transitions, audio levels and added voiceover, allowing an edit seat to take charge of the edit for further refining later. The dialog closes.

6 To leave an existing comment without making changes, press **Cancel**.

7 Press to close the dialog without publishing the timeline.

Note: When a published edit is selected from the server it comes in a single rendered clip.

Additional Options

Create a Snapshot

A snapshot is a single frame, high-resolution JPG file of the first frame of the first clip.

To create a snapshot:

- Press .

A notification displays at the bottom-left of the editing screen confirming the download.

The snapshot is available from the status area at the bottom of the browser window, and is also stored in the Download folder of the device.

Add a Comment (sQ Only)

To add a comment at the current clip position:

1 Press .
The Add Comment dialog box is displayed.

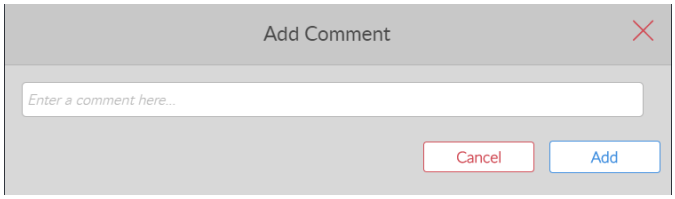


Fig. 6-43: Timeline Panel Add Comment Dialog

2 Enter a comment into the comment field and press **Add**.
The comment is added to the current frame of the clip in the timeline player, and the dialog closes. Each comment appears as a short vertical line in the play-head scroll bar of the Timeline Player. To view a comment, hover over the comment marker:

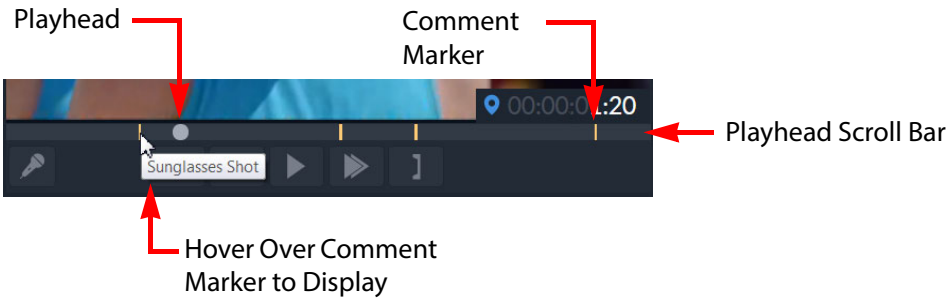


Fig. 6-44: Comments in the Timeline Player

3 To leave an existing comment without making changes, press **Cancel**.
4 Press to close the comment dialog.

7 Timeline Player Panel

Description

The timeline player panel is used to play out the edited sequence created in the edit timeline panel. Voiceovers can also be added from this panel.

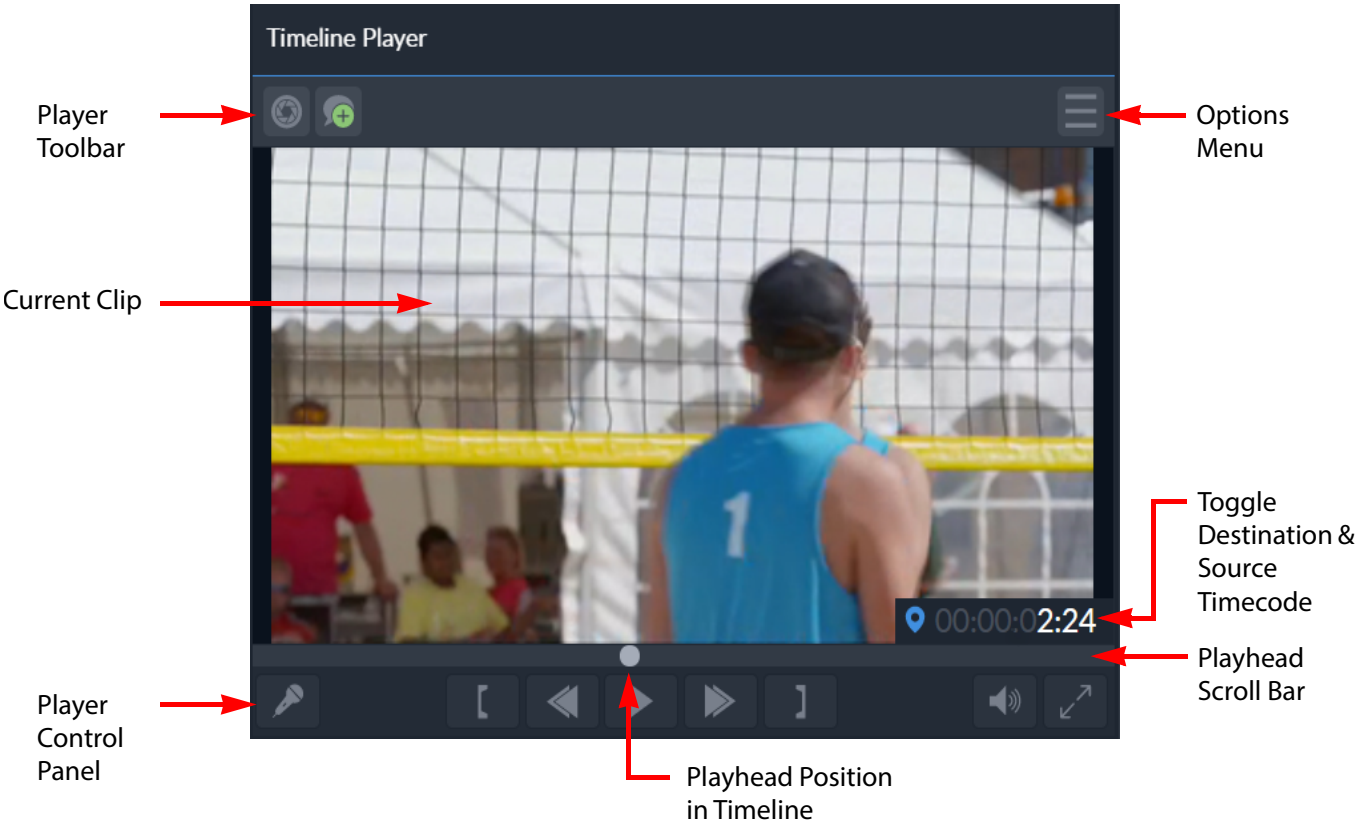


Fig. 7-45: Overview of Go! Timeline Player

> **Note:** The size of the panel can be adjusted for optimum use, or it can be hidden from view to give more space to other panels. See Change Panel Sizes on page 10

Menus

Options Menu

The options menu provides options relating to the Timeline Player panel. Some of these options are also available as icons on the toolbar, see Screen Icons, on page 11.

Press the options menu icon ( ) at the top right of the panel to display the following timeline player options menu:

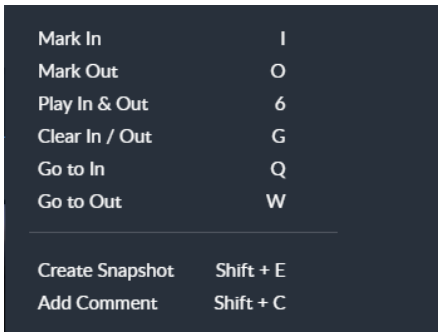


Fig. 7-46: Timeline Player Panel Options Menu

The available menu options are as follows:

Option	Description
Mark In	Mark an in point for the start of a sub-clip selection frame in the timeline.
Mark Out	Mark an out point for the end of a sub-clip selection in the timeline.
Play In & Out	Play the sub-clip defined by the selection frame in the timeline.
Clear In / Out	Remove the mark in/mark out points in the timeline player and the selection frame from the timeline.
Go to In	Move the playhead to the mark-in point in both the timeline frame and the timeline player.
Go to Out	Move the playhead to the mark-out point in both the timeline frame and the timeline player.
Create Snapshot	Creates a high quality still of the first frame of the clip. This is downloaded as a JPG file, and can be retrieved from the status area at the bottom of the browser window, or from the Downloads folder on the device.
Add Comment	Add a comment to the currently selected clip at the current frame position of the clip.

Some of the menu items have keyboard shortcuts, as shown when opening the menu.

Right-click Menu

A right-click menu provides further functions relating to the Timeline Player panel. Some of these options are also available as icons on the toolbar, see Screen Icons, on page 11.

- Right-click the cursor on any part of the timeline player panel to display a menu:

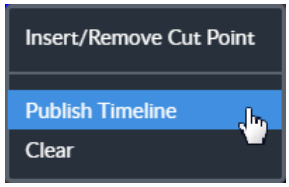
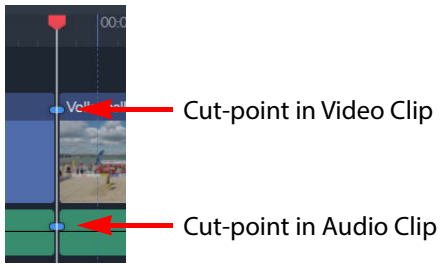


Fig. 7-47: Timeline Player Right-click Menu

The available menu options are as follows:

Option	Description
Insert/Remove Cut Point	Inserts or removes a cut-point at the current playhead position in the timeline. A cut appears as follows: 
Publish Timeline	Produces a rendered down clip of the timeline on the server selected in the publish dialog.
Clear	Removes all clips from the timeline player and timeline panels.

Navigate the Timeline Clip

Use the play/pause, fast forward and rewind buttons at the bottom of the player panel to navigate through the timeline.

The current playhead position is indicated by a gray circle on the playhead scroll bar timeline. The playhead can be dragged to any position along the player timeline. Keyboard shortcuts can also be used to jump a number of frames/seconds, or to the beginning/end of the clip. See Keyboard Shortcuts on page 20

Hovering over the player timeline displays a thumbnail image of the corresponding frame at that position.

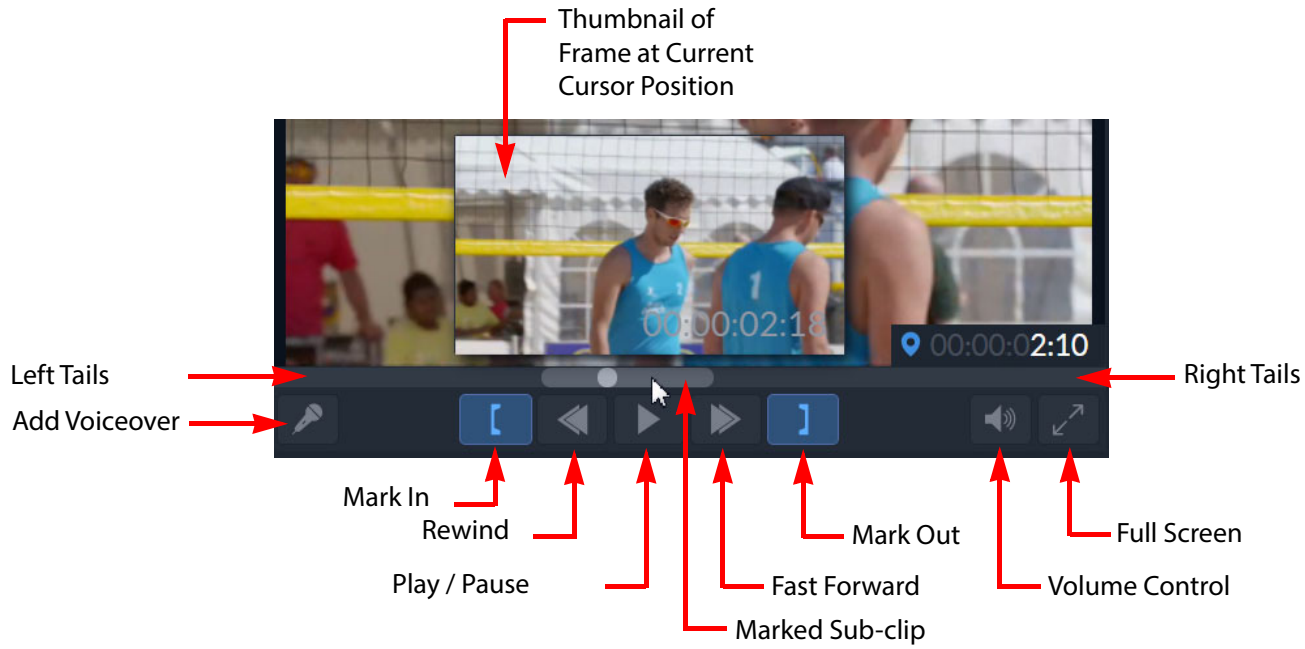


Fig. 7-48: Timeline Player Controls

Full Screen View

For a clearer view of the clip playing in the player panel, the panel can be temporarily set to full screen mode, without having to hide or move other panels.

To set the player to full screen mode:

- Press .

> **Note:** If the full screen and volume icons are not visible in the right-hand side of the timeline player control panel, increase the size of the panel slightly and the icons will re-appear.

To return to the standard editing screen view:

- Press the **Escape** key.

Timeline Selection Zone

From the Timeline Player, the mark in/out function can be used to define a selection zone in the actual timeline that highlights an area for further action(s). The timeline selection zone is displayed as a blue overlay in the timeline panel.

To define a timeline selection zone:

1. Locate the approximate area of interest in the timeline edit so that it is displayed in the timeline player.
2. Adjust the playhead to locate the beginning of the zone of interest.
3. Press **mark in** in the timeline player toolbar.
4. Move the playhead to the end of the zone of interest.
5. Press **mark out** in the timeline player toolbar.

   The timeline selection zone is highlighted as a blue rectangle over the corresponding section of the timeline edit.

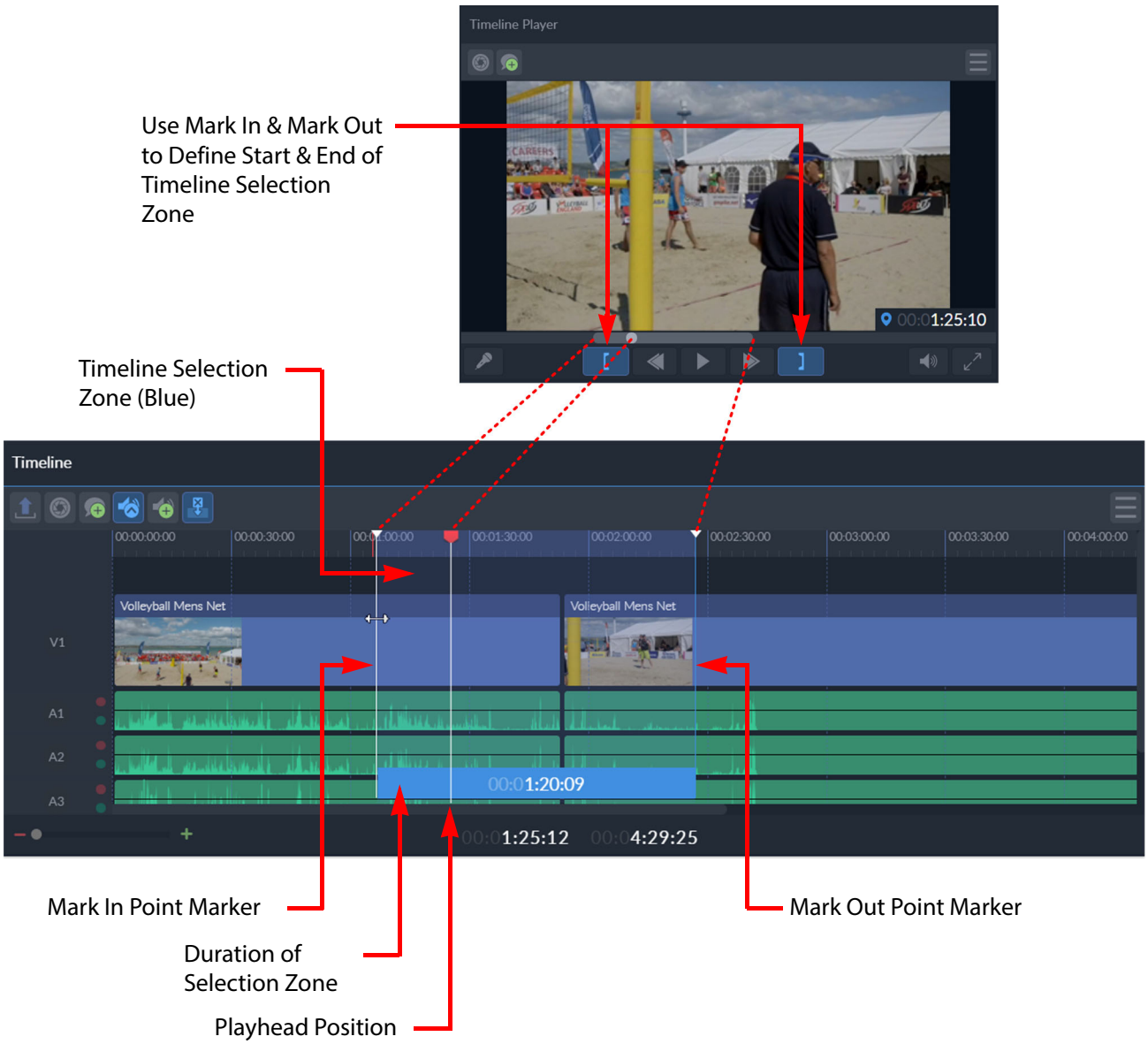


Fig. 7-49: Timeline Selection Zone

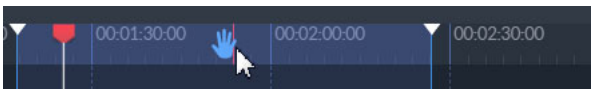
The timeline selection zone can now be used to delete the blue highlighted section from the timeline edit. as follows:

6 Make sure that the Timeline panel is active.

7 If necessary, make any fine adjustments to the selected frames at the in/out points by sliding the in/out markers to the left or right.

8 Move or delete the selection zone using one of the following methods:

- Hover over the portion of the zone covering the timescale. A hand icon becomes visible in the border. Press the hand and move the position of the entire zone to the left or right along the timeline.



- Press the **Delete** key to delete the section.

Add a Voiceover

Note: Google Chrome can access the default microphone only from HTTPS-enabled servers. Ensure that the system is correctly set up with certified SSL certificates to provide verified HTTPS connectivity before using a voiceover microphone.

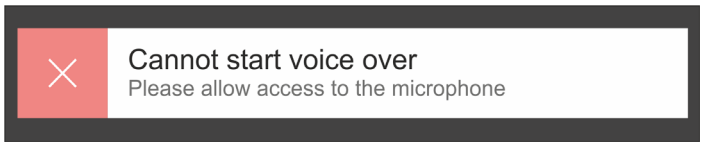
Note: Ensure suitable level control prior to recording a voiceover. Go! does not provide volume level meters.

To add a voiceover to the timeline:

1 Press to put the timeline player into voiceover record mode.

If a suitable microphone is available for use with Go!, the voiceover icon becomes active and changes color to blue: and play/pause button changes to display the red record button:

If a suitable microphone is not available the following error is displayed:



If this message is received, connect a suitable microphone and press the voiceover icon again.

2 Expand all audio tracks in the timeline and mute the existing tracks to stop them playing during the voiceover recording.

3 Press the red record button to start a three second countdown displayed in the player before starting to record.

4 Start recording the voiceover on completion of the countdown.

5 To stop recording at any time, press the stop button: which replaces the record button once recording starts.

A new audio track containing the voiceover recording is added to the bottom of the existing tracks (for example, if there are four existing audio tracks, the voiceover track is added in position A5) and starts from the current frame position in the clip.

Note: Once a voiceover track has been added, it can be cut in the same way as other audio tracks, however, once cut, the cut cannot be removed from the voiceover track.

Additional Options

Create a Snapshot

A snapshot is a single frame high resolution JPG of the first frame of the clip.

To create a snapshot:

- Press .

A notification displays at the bottom-left of the editing screen confirming the download.

The snapshot is available from the status area at the bottom of the browser window, and is also stored in the Download folder of the device.

Add a Comment (sQ Only)

To add a comment to the current clip in the player:

1 Press . A dialog box displays.

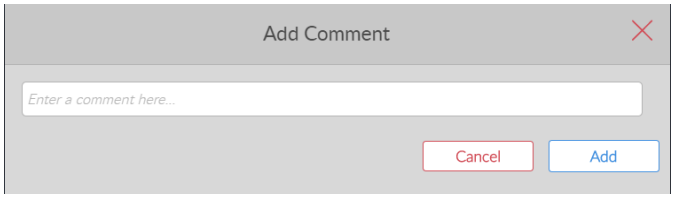


Fig. 7-50: Timeline Player Add Comment Dialog

2 Add/edit the comment as required and press **Add**. The comment is added to the current frame of the clip, and the dialog closes.

Comments are displayed as vertical orange lines in the playhead scroll bar. To view a comment, hover over one of the orange lines and the comment is displayed as a tool-tip.

3 To leave an existing comment without making changes, press **Cancel**.

4 Press to close the dialog.

A Technical Information

Go! Preferences - Beta Features

> **Note:** The options available in the Beta Features tab are experimental and enabling them may cause instability or data corruption in the browser's Go! session. These features are not recommended for use in on-air, production systems.

The **Beta Features** tab in the Go! Preferences menu includes the following options:

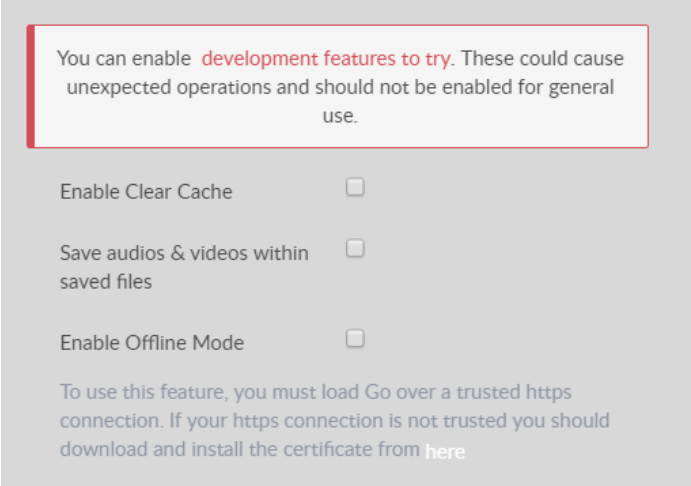


Fig. A-1: Go! Preferences - Beta Features Options

The available Beta Features are as follows:

- Enable Clear Cache

  When enabled, this feature allows the **F12** key to be used to clear the timeline.

  > **Note:** Enabling this feature overrides the default browser behavior of the F12 key.

- Save audios & videos within saved files

  By default, pressing the keyboard shortcut **Ctrl + S** saves the current timeline to a file on disk. This stored timeline can later be reload from the file by pressing **Ctrl + O** and browsing to the saved file.

  This beta feature enables the **Ctrl + S** function to save to disk all media associated with the timeline (audio and video) in addition to the timeline itself, enabling the timeline to be reloaded and worked on when offline.

- Enable Offline Mode

  Offline Mode activates an advanced caching module for Go! which has the potential to improve the responsiveness of the application and also to allow the user to work offline.

  In order to use this feature it is necessary to load the page over a trusted SSL connection.

Enable the Offline Mode as follows:

1 Load Go! using **https**:// in the URL and not http.

For example: **https://***<IP _Address>***/GO**

Ensure that the browser address bar displays the site information as secure (

) and not unsecure (

).

2 If the *Not secure* message is displayed in the browser address bar, open the Preferences tab and click the link in the Preferences Beta Features tab.

If your site administrator has set-up this feature, then this will download a certificate file `cert.pfx`.

If not enabled, you will not be able to use this feature.

3 On completion of the certificate file download, click the file to open the Certificate Import Wizard.

Fig. A-2: Certificate Import Wizard

4 Click Next and on the Password page, enter the private key password provided by your site administrator (defaults to *password*).

Select the option: **Include all extended properties**, then click Next.

5 On the Certificate Store page select the option: **Place all certificates in the following store**. click Browse and select the folder **Trusted Root Certification Authorities**. Click OK to confirm, then Next and Finish.

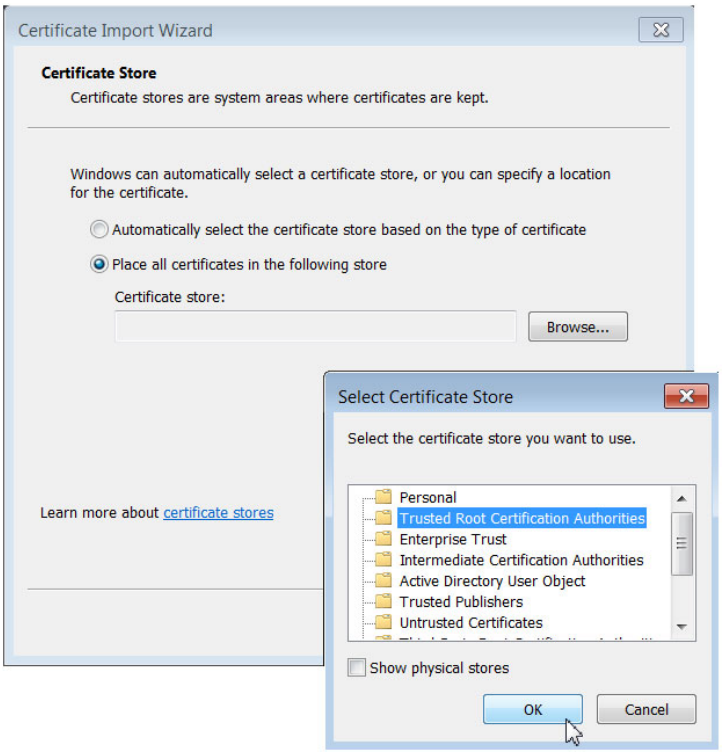


Fig. A-3: Saving the Certificate

6 Click Yes to accept the security warning and to install the certificate.

7 Restart the browser and reload Go! using **https** (rather than http) in the URL.

The green Secure site message should now be displayed. Once you have this message, you can tick the **Enable Offline Mode** checkbox in the Beta Features tab to enable this feature.

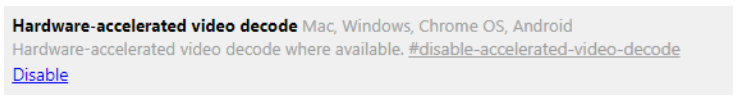
Disabling Chrome Hardware-accelerated Video Decode

When using the recommended Google Chrome browser to run Go!, it is recommended to disable the Chrome **Hardware-accelerated Video Decode** flag to prevent intermittent breaks in video playback sometimes observed in the Source and Timeline Players.

Disable the Chrome Hardware Video Decode option as follows:

1 In the Chrome browser, navigate to the flags experimental features area:
chrome://flags/

2 Scroll down the list of flags to the Hardware accelerated video decode flag:



3 If the flag is enabled, click: **Disable** to switch off this feature.
The setting changes to display: **Enable**

4 Press **Relaunch Now** to restart the Google Chrome session.