

# User Guide

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**NEWSEDIT LT**  
DIGITAL NEWS PRODUCTION

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## **Grass Valley Group Product Support**

To get technical assistance, check on the status of problems, or report new problems, contact Grass Valley Product Support via e-mail, the Web, or by phone or fax.

### **Web Technical Support**

To access support information on the Web, visit the product support Web page on the Grass Valley Group Web site. You can download software or find solutions to problems by searching our Frequently Asked Questions (FAQ) database.

**World Wide Web:** <http://www.grassvalleygroup.com/support/>

**Technical Support E-mail Address:** [gvtechsupport@grassvalleygroup.com](mailto:gvtechsupport@grassvalleygroup.com).

### **Phone Support**

Use the following information to contact product support by phone during business hours. After-hours phone support is available for warranty and contract customers.

#### **USA and Americas (includes Latin America and Canada)**

Telephone (800) 547-8949 (Toll Free)  
(530) 478-4148 (Direct Dial Toll Call)  
Fax (530) 478-3181

#### **Europe and UK**

UK Regional Service Location	Tel +44 1753 218 777 Fax +44 1753 218 757	Italy	Tel +39 72 901 428 Fax +39 72 905 371
France	Tel +33 145 297 300 Fax +33 145 297 302	Germany	Tel +49 221 1791 234 Fax +49 221 1791 235



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### **Asia Pacific**

Australia	Tel (612) 8877 6800 Fax (612) 8877 6825	India	Tel (91) 11 373 0544 Fax (91) 11 373 0543
China	Tel (86) 10 6235 1185 Fax (86)10 6235 1190	Japan	Tel (813) 5484 6869 Fax (813) 5484 3775
Hong Kong	Tel (852)-2531-3000 Fax (852)-2802-2996	Southeast Asia	Tel (65) 7328 729 Fax (65)7327 649

### **Authorized Support Representative**

A local authorized support representative may be available in your country. To locate the support representative for your country, visit the product support Web page on the Grass Valley Group Web site.

### **Profile Users Group**

You can connect with other Profile XP Media Platform users to ask questions or share advice, tips, and hints.

Send email to [profile-users@grassvalleygroup.com](mailto:profile-users@grassvalleygroup.com) to join the community and benefit from the experience of others.

# Safety Summaries

## General Safety Summary

Review the following safety precautions to avoid injury and prevent damage to this product or any products connected to it.

*Only qualified personnel should perform service procedures.*

While using this product, you may need to access other parts of the system. Read the *General Safety Summary* in other system manuals for warnings and cautions related to operating the system.

Review all system operator manuals, including manuals in electronic format on the system hard drive.

## Injury Precautions

### **Use Proper Power Cord**

To avoid fire hazard, use only the power cord specified for this product.

### **Ground the Product**

This product is grounded through the grounding conductor of the power cord. To avoid electric shock, the grounding conductor must be connected to earth ground. Before making connections to the input or output terminals of the product, ensure that the product is properly grounded.

### **Do Not Operate Without Covers**

To avoid electric shock or fire hazard, do not operate this product with covers or panels removed.

### **Do Not Operate in Wet/Damp Conditions**

To avoid electric shock, do not operate this product in wet or damp conditions.

### **Do Not Operate in an Explosive Atmosphere**

To avoid injury or fire hazard, do not operate this product in an explosive atmosphere.

### **Avoid Exposed Circuitry**

To avoid injury, remove jewelry such as rings, watches, and other metallic objects. Do not touch exposed connections and components when power is present.



## Preface

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### Product Damage Precautions

<b>Use Proper Power Source</b>	Do not operate this product from a power source that applies more than the voltage specified.
<b>Provide Proper Ventilation</b>	To prevent product overheating, provide proper ventilation.
<b>Do Not Operate With Suspected Failures</b>	If you suspect there is damage to this product, have it inspected by qualified service personnel.
<b>Battery Replacement</b>	To avoid damage, replace only with the same or equivalent type recommended by the circuit board manufacturer. Dispose of used battery according to the circuit board manufacturer's instructions.

### Safety Terms and Symbols

#### Terms in This Manual



These terms may appear in this and other product manuals:

**WARNING:** Warning statements identify conditions or practices that can result in personal injury or loss of life.



**CAUTION:** Caution statements identify conditions or practices that can result in damage to the equipment or other property.

#### Terms on the Product

These terms may appear on the product:

**DANGER** indicates a personal injury hazard immediately accessible as one reads the marking.

**WARNING** indicates a personal injury hazard not immediately accessible as you read the marking.

**CAUTION** indicates a hazard to property including the product.

**Symbols on the Product**



The following symbols may appear on the product:

DANGER high voltage



Protective ground (earth) terminal



ATTENTION – refer to manual

## **Service Safety Summary**

**Do Not Service Alone**

Do not perform internal service or adjustment of this product unless another person capable of rendering first aid and resuscitation is present.

**No Power Switch**

To avoid electric shock, disconnect the main power by means of the power cord. The power cord is the main power disconnect. Ensure that the power cord is easily accessible at the rear of the product or at the power receptacle.

**Use Care When Servicing With Power On**

Dangerous voltages or currents may exist in this product. Disconnect power and remove battery (if applicable) before removing protective panels, soldering, or replacing components.

To avoid electric shock, do not touch exposed connections.



## Certifications and Compliances

### **Canadian Certified Power Cords**

Canadian approval includes the products and power cords appropriate for use in the North America power network. All other power cords supplied are approved for the country of use.

### **FCC Emission Control**

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense. Changes or modifications not expressly approved by Grass Valley Group can affect emission compliance and could void the user's authority to operate this equipment.

### **Canadian EMC Notice of Compliance**

This digital apparatus does not exceed the Class A limits for radio noise emissions from digital apparatus set out in the Radio Interference Regulations of the Canadian Department of Communications.

Le présent appareil numérique n'émet pas de bruits radioélectriques dépassant les limites applicables aux appareils numériques de la classe A prescrites dans le Règlement sur le brouillage radioélectrique édicté par le ministère des Communications du Canada.

### **Canadian Certified AC Adapter**

Canadian approval includes the AC adapters appropriate for use in the North America power network. All other AC adapters supplied are approved for the country of use.

### **EN55022 Class A Warning**

For products that comply with Class A. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

## **Laser Compliance**

### **Laser Safety Requirements**

The device used in this product is a Class 1 certified laser product. Operating this product outside specifications or altering its original design may result in hazardous radiation exposure, and may be considered an act of modifying or new manufacturing of a laser product under U.S. regulations contained in 21CFR Chapter 1, subchapter J or CENELEC regulations in HD 482 S1. People performing such an act are required by law to recertify and reidentify this product in accordance with provisions of 21CFR subchapter J for distribution within the U.S.A., and in accordance with CENELEC HD 482 S1 for distribution within countries using the IEC 825 standard.

### **Laser Safety**

Laser safety in the United States is regulated by the Center for Devices and Radiological Health (CDRH). The laser safety regulations are published in the “Laser Product Performance Standard,” Code of Federal Regulation (CFR), Title 21, Subchapter J.

The International Electrotechnical Commission (IEC) Standard 825, “Radiation of Laser Products, Equipment Classification, Requirements and User’s Guide,” governs laser products outside the United States. Europe and member nations of the European Free Trade Association fall under the jurisdiction of the Comité Européen de Normalization Electrotechnique (CENELEC).

### **FCC Emission Limits**

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesirable operation.



## Certification

Category	Standard
Safety	<i>Designed/tested for compliance with:</i> <b>ANSI/UL60950-2000</b> - Safety of Information Technology Equipment <b>IEC 60950</b> - Safety of Information Technology Equipment (3rd edition, 1999) <b>CAN/CSA C22.2, No. 60950-00</b> - Safety of Information Technology Equipment <b>EN60950:2000</b> - Safety of Information Technology Equipment (3rd edition)



## Environmental Criteria

The following table lists the environmental criteria for the NewsEdit LT system.

Characteristics	Description
Operating Temperature	<i>Requirement:</i> 10° to 40°C
Storage Temperature	<i>Requirement:</i> -40° to 65°C
Operating Altitude	<i>Requirement:</i> To 10,000 feet <i>Supplemental Data:</i> IEC 60950 compliant to 2000 meters
Storage Altitude	<i>Requirement:</i> To 40,000 feet
Mechanical Shock	<i>Supplemental Data:</i> Class 5 (30G) Grass Valley Group 001131500
Random Vibration	<i>Requirement:</i> Operational: Class 6 Grass Valley Group 001131500 <i>Requirement:</i> Non-Operational: Class 5 Grass Valley Group 001131500
Transportation	<i>Requirement:</i> Grass Valley Group 001131500
Equipment Type	<i>Supplemental Data:</i> Information Technology
Equipment Class	<i>Supplemental Data:</i> Class 1
Installation Category	<i>Requirement:</i> Category II Local level mains, appliances, portable equipment, etc.
Pollution Degree	<i>Requirement:</i> Level 2 operating environment, indoor use only.
Relative Humidity	<i>Requirement:</i> Operating 80% from +30° to +40°C Non-Operating 90% from +30° to +60°C Do not operate with visible moisture on the circuit boards



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*Preface*

## ***Introducing NewsEdit LT***

NewsEdit LT is a digital nonlinear editing system for news applications, combining all of the functionality and speed of deck-to-deck editing with the power and performance of a nonlinear system.

This manual shows you how to use NewsEdit LT effectively and efficiently to produce quality on-air news stories.

This chapter discusses:

- What NewsEdit LT is
- The NewsEdit LT editing process
- The NewsEdit LT window
- NewsEdit LT navigation
- The NewsEdit LT keyboard



## What is NewsEdit LT?

NewsEdit LT is a digital nonlinear editing solution designed specifically for editing news stories. It replaces your record deck by displaying your edits in real time so you can quickly move on to your next edit without going back to review a completed edit.

Nonlinear editing systems provide greater efficiency, accuracy, and flexibility than analog tape-based systems. For instance, you do not need to edit the first shot first and the last shot last—you can edit shots in any order without re-recording all of your edits after a change. You can also update breaking stories quickly, save them, and then create different versions.

Re-editing stories, fixing mistakes, and adding shots in a tape-to-tape environment can require valuable time in a business where time isn't always available. With nonlinear editing, however, you can make changes to cuts, transitions, and audio levels at any time during the editing process. NewsEdit LT trims precious minutes down to seconds with just a few keystrokes.

The NewsEdit LT interface is designed for ease of use. It consists of a bin, a record/playback viewing monitor, a four-track audio mixer, a trim tool, and an editing Timeline. NewsEdit LT's unique dynamic display updates automatically to provide you, the editor, with the tools you need for every edit.

Because the audio and video are stored digitally, you can repeatedly use and manipulate media without duplication or degradation.

## Quick Overview of Editing with NewsEdit LT

You create a news story with NewsEdit LT in three stages:

1. Record raw footage or feed directly to the NewsEdit LT Timeline or Bin.

You can also import clips and sequences from other third-party sources or other NewsEdit LT workstations.

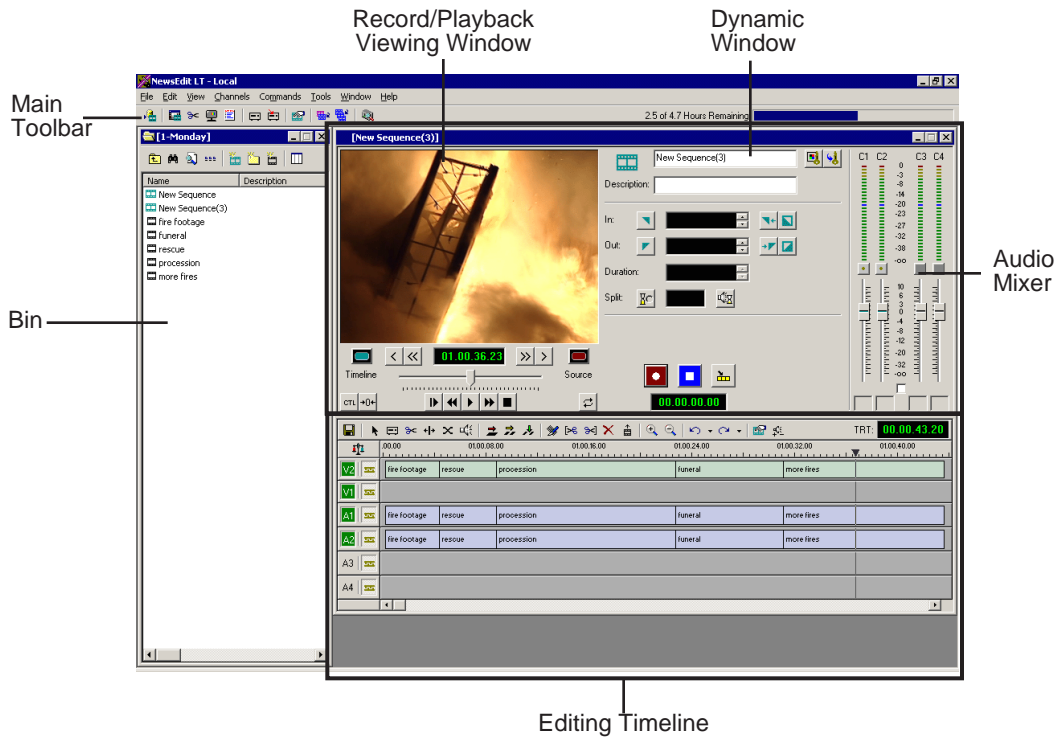
2. Edit the story and fine-tune it.

Use basic editing procedures to create simple cuts. Add dissolve, push, or slide transitions. Adjust the audio or add new audio.

3. Save your final story to a network server, record it to tape for airing, or play it directly to air with your NewsEdit LT playlist.

# Tour of the NewsEdit LT Window












The NewsEdit LT window consists of a main toolbar, a Bin to hold your files, a record/playback monitor, a four-track audio mixer, an editing Timeline, and a dynamic window that changes depending on the tool you are using.





## Main Toolbar

The Main Toolbar lets you access common NewsEdit LT functions:

Icon	Name	Function
	Send to File	Sends a clip or sequence to another destination.
	Timeline View	Displays the main view with the selected sequence on the Timeline.
	Trimmer View	Opens the selected clip in the Trimmer for editing.
	Player View	Displays the video in another player window.
	Story View	Displays the script for the selected sequence, if there is one.
	Record to Bin	Records clips directly into your Bin.
	Play to Tape	Records the selected clip or sequence to tape.
	Properties	Displays the properties for the currently selected clip or sequence, including the description, creation date, and location.
	Render Effects	Renders the currently selected transitions or other selected effects.
	Render All	Renders all unrendered transitions and effects in the current sequence.
	ContentShare Explorer	Opens the ContentShare Explorer program, which allows you to obtain and manage media files from your network.

## Bin

The Bin is a database where clips and sequences are stored and organized. The top-level bin appears by default when you start NewsEdit LT.

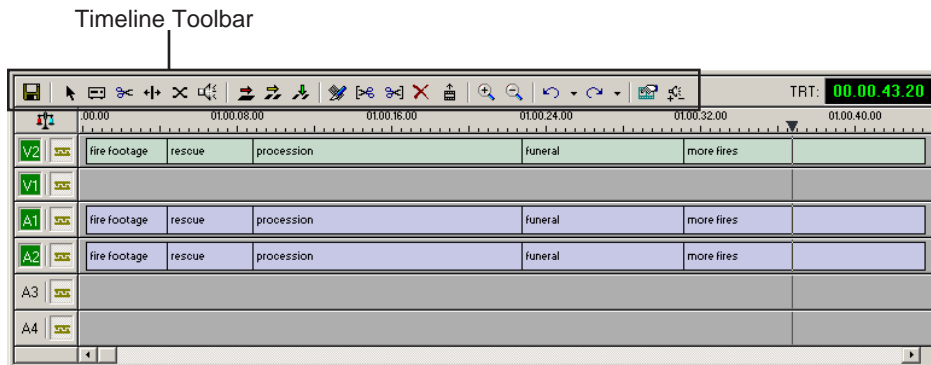
You can create additional bins to organize your media. You can also customize the information about each clip and then search specific fields in the database.

See “Setting Up The Bin” on page 53 for details on using the Bin.








## Timeline

The Timeline is an all-purpose editing window that replaces a record deck in the editing process. The Timeline provides a graphic representation of your sequence in a single window, displaying its tracks, the name of each clip, and the current frame's location.

The Timeline window has its own Toolbar:



The Timeline Toolbar provides access to each of the NewsEdit LT tools and lets you select your editing mode:

Icon	Function
	Saves your sequence in the Bin.
	Selects the Timeline Tool.
	Selects the Source Tool.
	Selects the Trim Tool.
	Selects the Cut Point Edit Tool.
	Selects the Transition Tool.
	Selects the Audio Mixer Tool.



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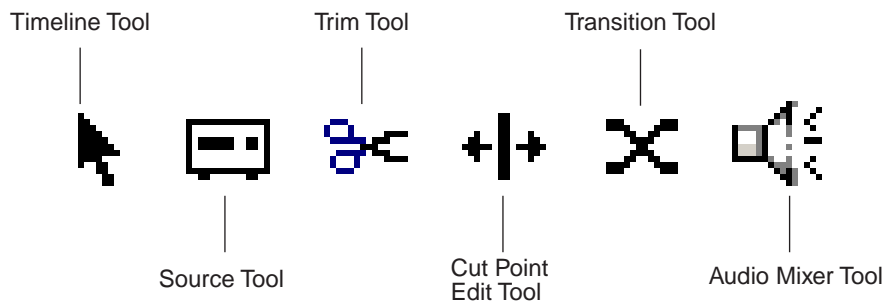
Chapter 1 *Introducing NewsEdit LT*

Icon	Function
	Selects Overwrite Edit Mode.
	Selects Splice Edit Mode.
	Activates Fit To Fill.
	Splits a clip at the cursor point.
	Trims the top of the selected clip on the Timeline.
	Trims the tail of the selected clip on the Timeline.
	Deletes selected clips.
	Lifts selected clips off the Timeline.
	Zooms in the view in the Timeline.
	Zooms out the view in the Timeline.
	Undo.
	Redo.
	Opens the Sequence Properties window.
	Shows All Audio Tracks in the Timeline.



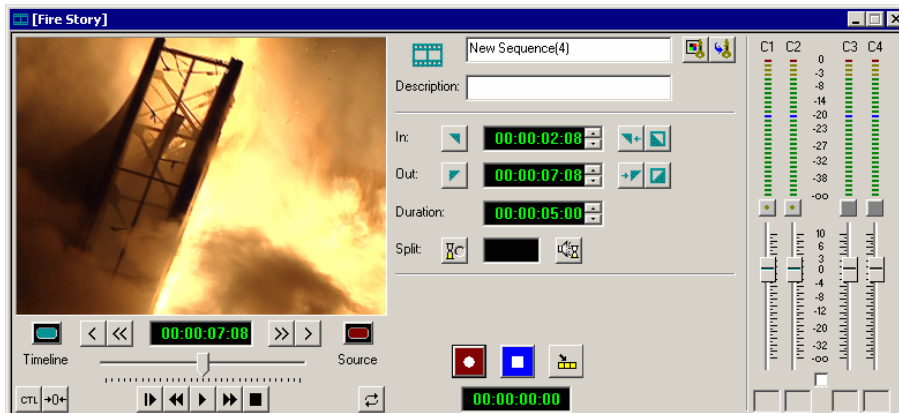
## Tools

Each of the six NewsEdit LT editing tools displays in the dynamic window, leaving the Timeline unchanged. You select the tools from the Timeline toolbar.



### The Timeline Tool

The Timeline Tool opens by default when you first create a sequence. You can select and move clips or audio tracks, play sequences, mark in and out points, and adjust master output audio sliders.





## Chapter 1 *Introducing NewsEdit LT*



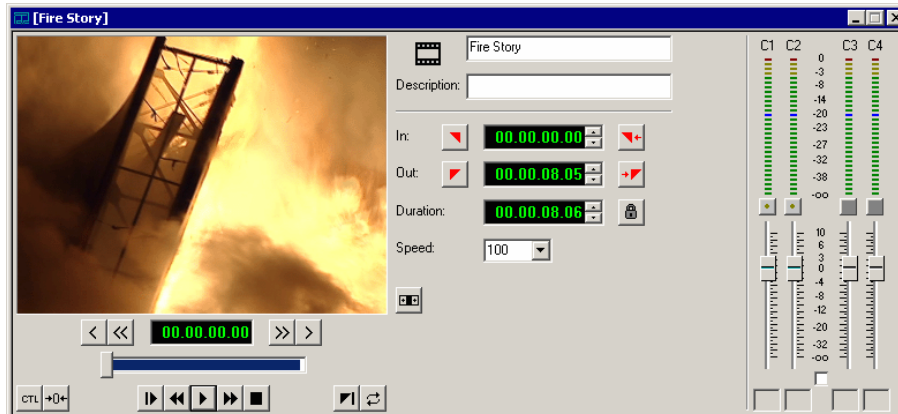
### The Source Tool

The Source Tool digitizes raw material directly to the Timeline. This is the fastest and most efficient way to generate clips from a source tape. You can also use other sources for your footage, such as video feeds or microphones.



### The Trim Tool

The Trim Tool changes the head or tail of a clip to change its duration.



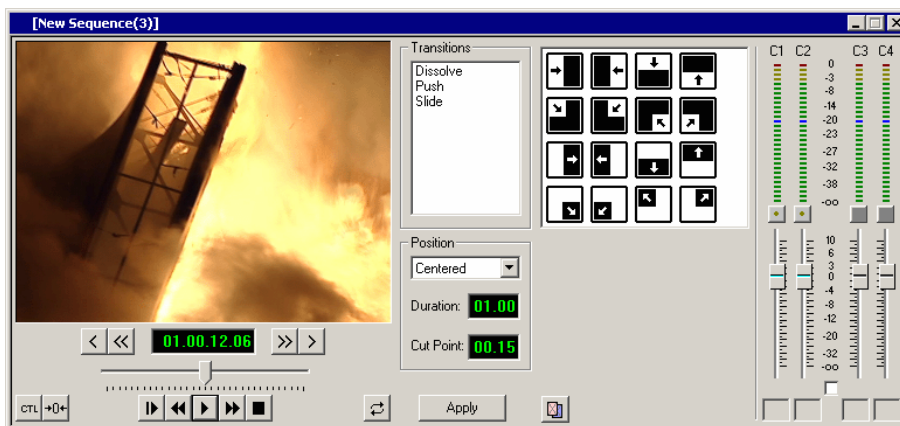
## +|+ The Cut Point Edit Tool

The Cut Point Edit Tool changes the edit points between clips in the Timeline. You can easily create split edits by only selecting audio or video. If you have handles on your clips, you can access the unused portions of the clip without returning to the source tape and redoing the edit.



## X The Transition Tool

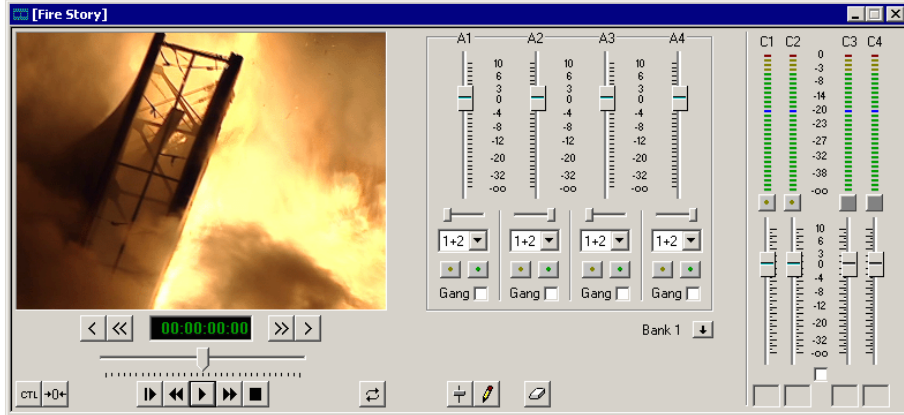
The Transition Tool creates transition effects between clips in a sequence. You can create dissolves or slides between any two edits by selecting the transition you want and clicking at the point you want the effect to appear.





## The Audio Mixer Tool

The Audio Mixer Tool adjusts the audio settings in a sequence, including the level, the pan, and output channel routing. You can raise or lower the audio on each audio track, or ride the audio on the fly using the Write Automation option.



## Navigating in NewsEdit LT

NewsEdit LT supports any combination of mouse and keyboard navigation. This manual includes instructions for both mouse and keyboard commands.

### Using the Mouse

To execute a mouse command, move the mouse pointer to a menu or button and click the left mouse button. This manual uses the term *click* when you press the mouse button once, *double-click* when you press the mouse button twice in quick succession, and *press* when you press and hold the mouse button.

You can also drag clips from the Bin directly into the Timeline. Place the mouse pointer on the title bar of the clip you want to move, press and hold the mouse button, drag the clip to the Timeline, and release the mouse button. This method of editing is track specific, so make sure you have the proper video and audio tracks enabled on the Timeline before performing the edit.

### Using the Keyboard

The NewsEdit LT keyboard has color-coded keys that allow you to see editing commands at a glance. Keyboard commands can be single keystrokes or key combinations. You execute key combinations such as **Ctrl + TAB** by pressing and holding the first key in the combination, while simultaneously pressing the second key. See *Appendix A* for complete list of keyboard keys and functions.

### Using the Shortcut Menus

This application also makes use of right-click shortcut menus. Shortcut menus provide a quick way to access relevant commands without having to move the mouse pointer to the toolbar or menu bar. To access these menus, press the right-mouse button once and a menu appears. The commands that appear depend on the position of the mouse pointer when you right-click. For example, when you right-click in the Bin, the shortcut menu provides quick access to bin management commands.

If you are comfortable using a mouse, shortcut menus provide a valuable means of accessing commands quickly.



## Tour of the NewsEdit LT Keyboard

NewsEdit LT's keyboard uses color-coded keys that correspond to NewsEdit LT functions. The different sections of the keyboard are introduced below. See *Appendix A* for a detailed key reference.

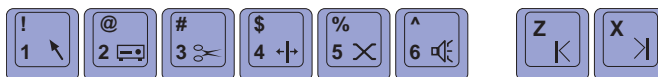


### The Record Key



The record key starts recording.

### Main Tool Selection Keys



The first six blue keys activate the corresponding NewsEdit LT tools. The last two dark blue keys move clips between cut points in the Timeline.

## Track Selection Keys



The light blue buttons zoom the view in the Timeline and select clip tracks.

## Mark Point Keys



The dark purple keys set and control the mark In and Out points.

## Deck Control Keys



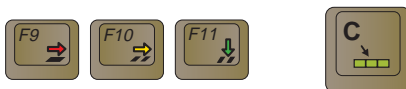
The light purple keys act as deck controls for playing sequences.

## Transport Command Keys



The avocado green keys control movement within a clip.

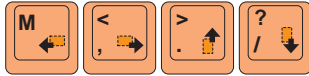
## Edit Mode Keys



The gray keys select the different edit modes.

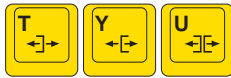


## Clip and Track Selection Keys



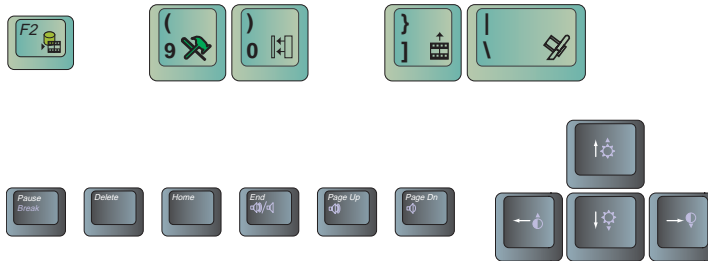
The peach keys select clips and tracks on the Timeline.

## Cut Point Edit Tool Keys



The yellow keys perform cut point edits.

## Other NewsEdit LT Keys



The green and black keys perform miscellaneous editing functions.



## ***Configuring NewsEdit LT***

You need to configure NewsEdit LT for your newsroom's equipment before you can create and edit news stories. This chapter describes how to configure NewsEdit.

This chapter discusses how to:

- Install the NewsEdit LT software
- Add video sources
- Set options for your newsroom
- Set up media files for sharing with other workstations



## Adding Video Sources to NewsEdit LT

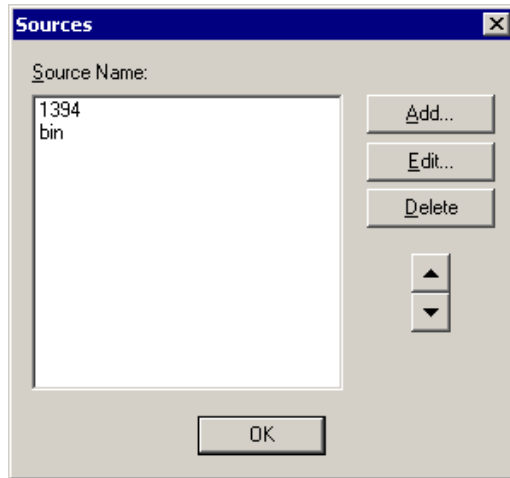
Before using footage from a particular source, you need to add the source to the NewsEdit LT source list. NewsEdit LT pre-installs two sources for you—a video source and a clip source:

- The video source, usually a tape deck, allows you to record footage directly into the Timeline or the Bin.
- The clip source allows you to edit a clip as a Timeline source directly in the Bin, which is useful for large clips so you don't have to go back and forth from a tape deck. You only need one clip source; you don't have to create a new clip source for each clip you want to use.

To add other sources to NewsEdit LT:

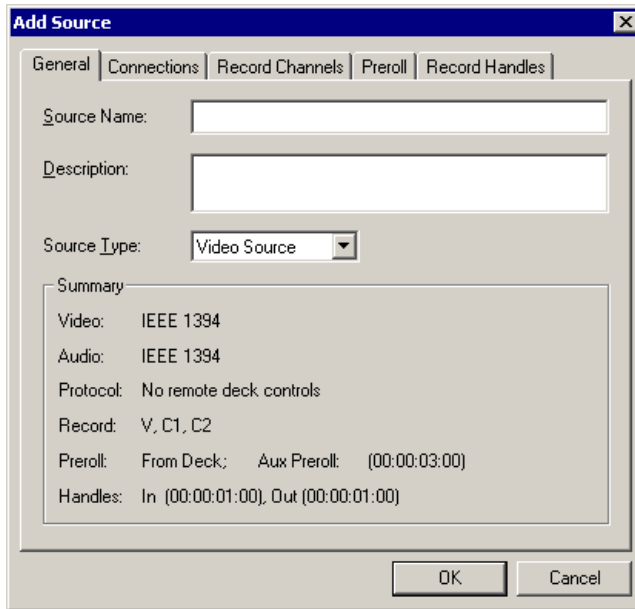
1. Choose **View | Sources**.

The Sources window appears, listing the currently configured sources:



2. Click **Add**.

The Add Source window appears:



3. Go through each Add Source tab to configure the new source.

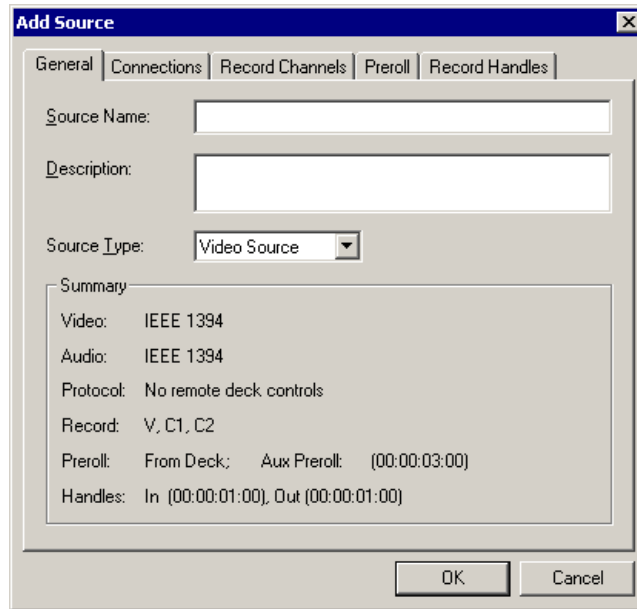
The following sections describe each tab in the Add Source window.

4. Click **OK** when you are done setting up the new source.

***NOTE:*** You can edit a video source at any time by selecting **View | Sources**, highlighting the source name, and then selecting **Edit**. Make your changes to the source properties, click **OK**, and click **OK** again to close the source dialog window.

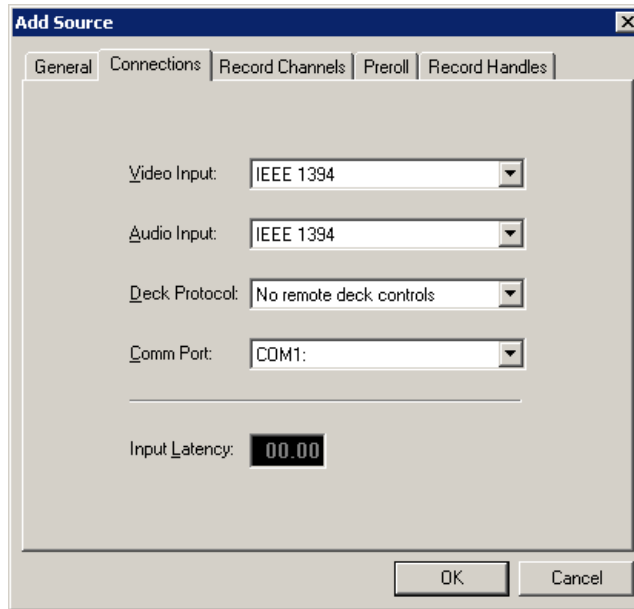


## Setting General Source Options



Setting	Options	Description
Source Name		Enter a name for the source, such as Tape Deck.
Description		Enter a description for the source.
Source Type	<b>Video Source</b>	Select <b>Video Source</b> for all incoming sources, including audio sources.
	<b>Clip Source</b>	Select <b>Clip Source</b> to use an existing clip in the bin as a source.

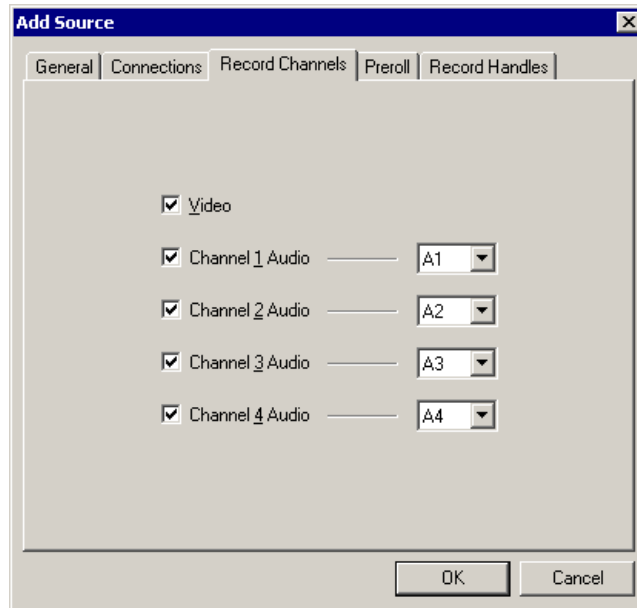
## Setting Connections



Setting	Options	Description
Video Input	<b>IEEE 1394</b>	NewsEdit LT uses a Firewire port connection.
Audio Input	<b>IEEE 1394</b>	
Deck Protocol	<b>No remote deck controls</b> <b>Sony DNW-A100</b> <b>Sony 422 Protocol</b> <b>DV 1394</b>	Select the Deck Protocol that corresponds to the type of tape deck control you are using with NewsEdit LT. If you are adding a clip source, video router, or a non-video source, select <b>No remote deck controls</b> .
Comm Port	<b>None</b> <b>COM1 - COM 10</b>	Select the Comm Port you are using to connect the source to NewsEdit LT.
Input Latency		Enter a duration to add an input latency when using a 1394 converter.



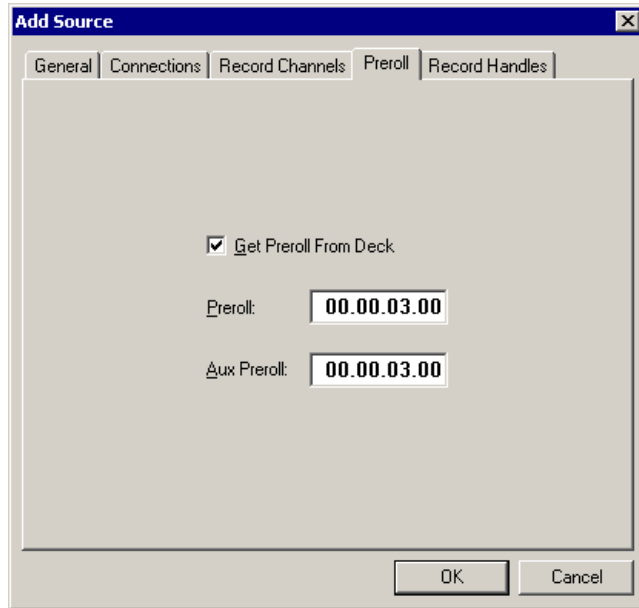
## Setting Record Channels



Setting	Options	Description
Video		Check Video if you want to record video with this source.
Channel 1 Audio	<b>A1 to A8</b>	Check each audio channel that should record audio from this source and select the default audio track (A1-A8) on the Timeline to which you want the channel routed.
Channel 2 Audio	<b>A1 to A8</b>	
Channel 3 Audio	<b>A1 to A8</b>	
Channel 4 Audio	<b>A1 to A8</b>	

***NOTE:*** *Setting up a microphone source that does not record video (audio-only record) greatly reduces the required disk space.*

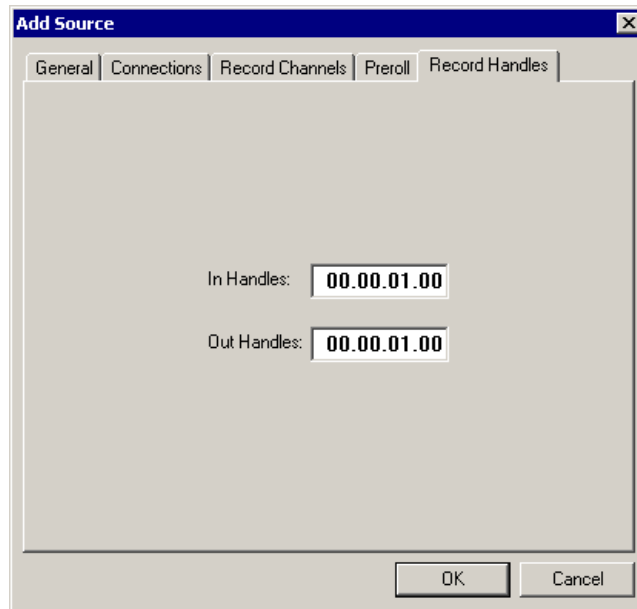
## Setting Preroll



Setting	Description
Get Preroll From Deck	Check Get Preroll From Deck to use the preroll settings from your tape deck instead of those configured in NewsEdit LT.
Preroll	Enter the number of seconds of preroll to use when recording from this source. This setting overrides the source's Preroll setting unless you check Get Preroll From Deck.
Aux Preroll	Enter the number of seconds of auxiliary preroll you want to use when using an auxiliary input or a non-remote source.



## Setting Record Handles



Setting	Description
In Handles	Enter the number of seconds for the In and Out Handle length.
Out Handles	Handles provide the extra frames necessary to trim or add transition effects at the head or tail of a clip. When you Mark In and Mark Out, NewsEdit LT begins recording the specified number of seconds before your Mark In after your Mark Out. Only the material between your marks is edited to the Timeline.

**NOTE:** When you stop recording manually you must press the **O** key to get an Out handle.

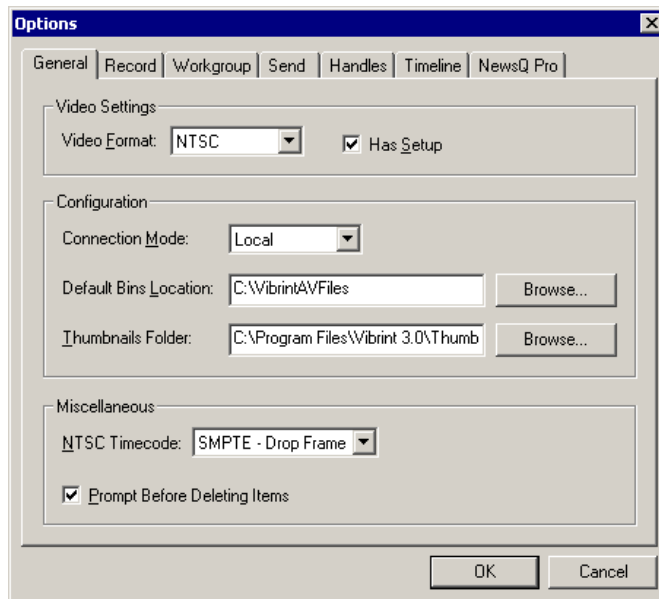


## Setting Options for Your Newsroom

You need to configure NewsEdit LT for your particular newsroom equipment. To configure your NewsEdit LT system:

1. Choose **Tools | Options**.

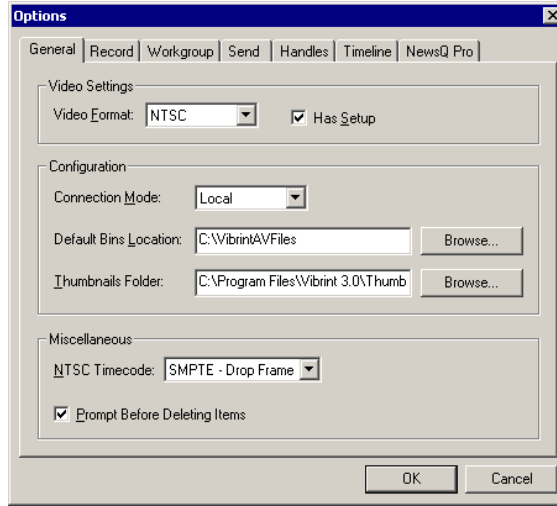
The Options window appears:



2. Go through each Options tab to configure NewsEdit LT.  
The following sections describe each tab in the Options window.
3. Click **OK** when you are done configuring your system.

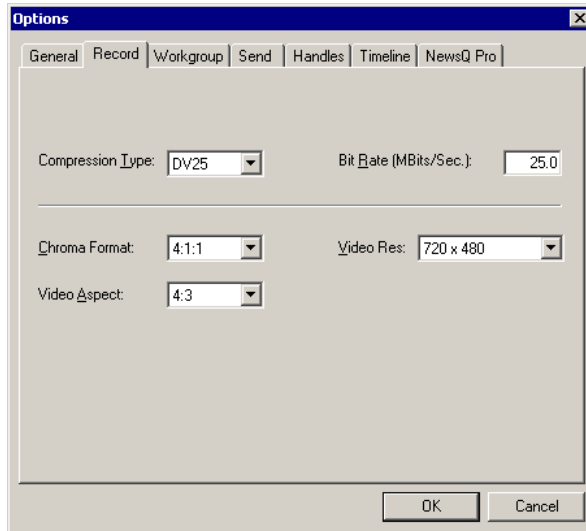


## Setting General Options



Setting	Options	Description
Video Format	<b>NTSC</b> <b>PAL</b>	Select the Video Format you are using. NTSC has a frame rate of 29.97 frames/second and is used primarily in the Americas and Japan. PAL has a frame rate of 25 frames/second and is used in Europe, Asia, and Australia.
Has Setup	<b>On</b> <b>Off</b>	Check Has Setup if the analog composite signal carries setup information.
Connection Mode	<b>Local</b> <b>Shared</b>	Select <b>Local</b> if you are using local disk storage and a local NewsEdit LT database. You have access to files on your local machine only. Select <b>Shared</b> if you are using shared disk storage and a shared database. You share the Bin with all NewsEdit LT workstations that are part of the NewsShare network.
Default Bins Location		Enter the default path to your media files.
Thumbnails Folder		Enter the default path to your media thumbnail files.
NTSC Timecode	<b>SMPTE - Drop Frame</b> <b>SMPTE - Non-drop Frame</b>	Select the NTSC Timecode to use. <b>SMPTE-Drop Frame</b> is the recommended setting to avoid the time slipping problems associated with <b>SMPTE-Non-drop Frame</b> .
Prompt Before Deleting Items	<b>On</b> <b>Off</b>	Check Prompt Before Deleting Items to see a confirmation prompt before deleting files.

## Setting Record Options

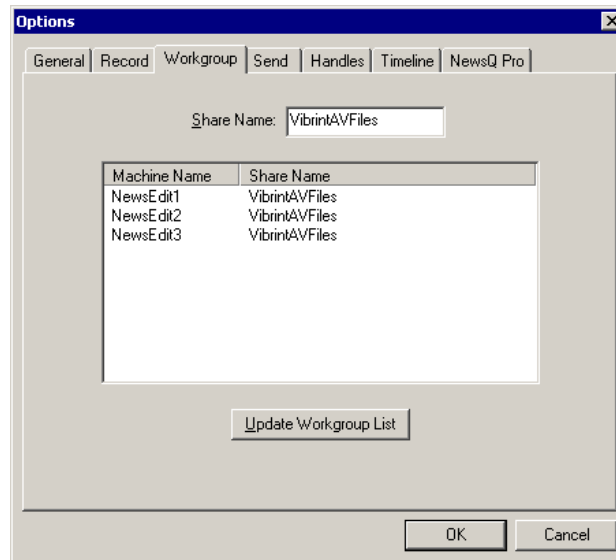


Setting	Options	Description
Compression Type	<b>DV25</b>	<b>DV25</b> is the compression standard used for NewsEdit LT.
Bit Rate	<b>25 mbits</b>	The standard rate for NewsEdit LT is <b>25 mbits</b> .
Chroma Format	<b>4:1:1</b>	The standard chroma format for DV25 is <b>4:1:1</b> ; also use for NTSC DV, DVCAM, and DVC PRO formats.
Video Aspect	<b>4:3</b>	Select <b>4:3</b> Video Aspect for regular television format.
	<b>16:9</b>	Select <b>16:9</b> Video Aspect for wide-screen television format
Video Resolution	<b>720x480</b>	Select for NTSC systems using DV25 compression, DV, DVCAM, and DVC PRO formats. You must use <b>720 x 480</b> to transfer NTSC files to a Profile playout server.
	<b>720x576</b>	Select for PAL systems using DV25 compression, DV, DVCAM, and DVC PRO formats. You must use <b>720 x 576</b> to transfer NTSC files to a Profile playout server.



## Setting Up Workgroups

Before a NewsEdit LT workstation can pull media from other NewsEdit LT workstations, you need to set up a workgroup.



To set up a workgroup:

1. Verify that your Share Name matches the folder name you configured for Default Bins on the General Tab.

If your Default Bins folder has a different name than **VibrintAVFiles**, change it by typing the name in the Share Name field.

2. Click **Update Workgroup List**.

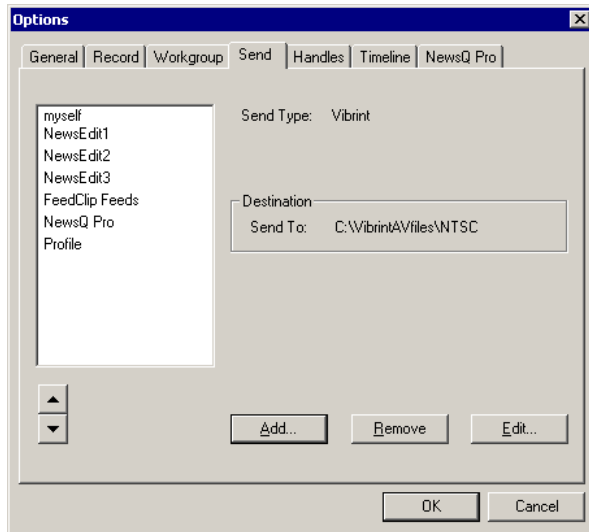
The system lists the available machines for file import or export.

3. Click **OK**.

In addition to setting up a workgroup, you also need to share your media folder in order to receive files from other NewsEdit LT workstations. See “Setting Up Media Files for Sharing” on page 51 for instructions.

## Setting Up Send Locations

After completing a sequence you can send it to a playout machine or to a network video server. To send completed sequences or individual clips, you first need to configure NewsEdit LT with each of your send locations.

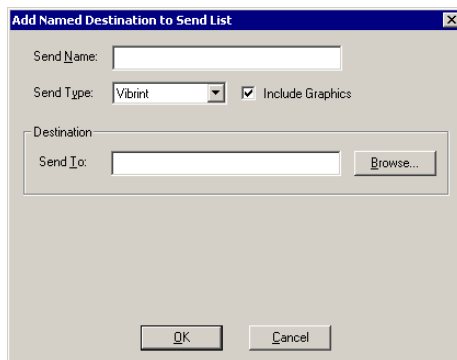


If you are adding a Grass Valley Group Profile Video Server as one of your send destinations, you need to follow the instructions on page 47.

To set up a send location:

1. Click **Add**.

The Add Named Destination to Send List window appears:





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Chapter 2 *Configuring NewsEdit LT*

2. Enter the information for your destination:
  - **Send Name** — Enter a name for the location, such as the server name.
  - **Send Type** — Select the type of server at this send location.
  - **Send To** — Click **Browse** to select the file destination path.
3. Click **OK**.

To set up a Profile server as a send location:

1. Click **Add** on the Send tab of the Options window.

The Add Send Destination window appears:

The screenshot shows a dialog box titled "Add Named Destination to Send List". It contains the following fields and controls:

- Send Name:** An empty text input field.
- Send Type:** A dropdown menu currently showing "Profile".
- Include Graphics:** A checked checkbox.
- Destination:** A group box containing:
  - Send To:** An empty text input field.
  - Host Name:** An empty text input field with a "Browse..." button to its right.
  - User Name:** A text input field containing the text "movie".
  - Password:** An empty text input field.
- NewsQ Pro Destination:** An unchecked checkbox.
- Buttons:** "OK" and "Cancel" buttons at the bottom.

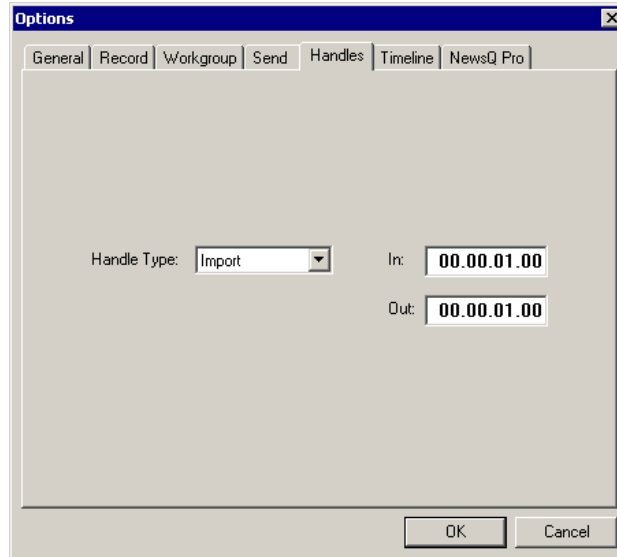
2. Enter the information for your destination:

- **Send Name** — Enter a name for the location, such as Profile Server.
- **Send Type** — Select Profile.
- **Send To** — Open Media Manager, click on the desired destination directory, and drag the folder from Media Manager into this field.
- **Host Name** — Automatically fills in with the computer name for the Profile Video Server.
- **User Name** — Automatically fills in as **movie**; leave as is.
- **Password** — Leave this field blank.
- **NewsQ Pro Destination** — Check this box if this send location is a NewsQ Pro server.

3. Click **OK**.



## Setting Handles

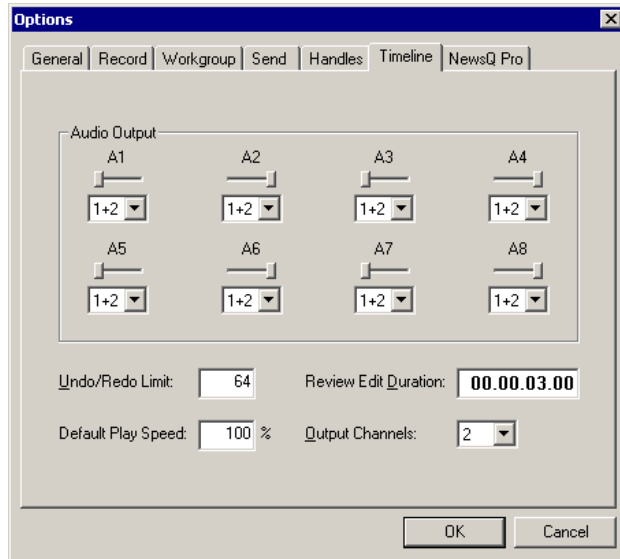


Setting		Description
Handle Type	<b>Import</b>	Select <b>Import</b> when you are importing a file from another workstation to your own.
	<b>Export</b>	Select <b>Export</b> when you are exporting files from your workstation to another workstation or server.
	<b>Trimmer</b>	Select <b>Trimmer</b> when you are trimming a clip with the Trim Tool and trim the set duration from either side of your clip.

To change the handle durations, select the handle type from the drop-down menu and enter the new duration in the In or Out fields.



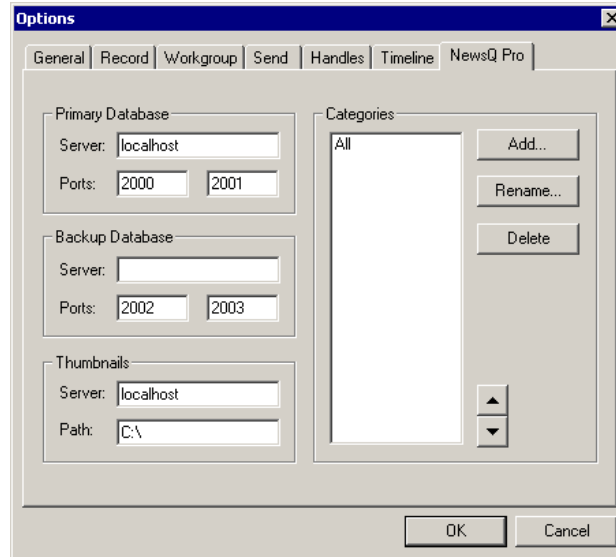
## Setting Timeline Options



Setting	Options	Description
Audio Input	<b>1+2</b> <b>3+4</b> <b>All</b>	Select the output routing for each audio channel and set its pan direction.
Undo/Redo Limit	<b>1 - 1024</b>	Enter the number of undo levels you want NewsEdit LT to track.  <i>NOTE: Increasing the number of undo levels increases NewsEdit LT's system memory usage.</i>
Default Play Speed		Determines the speed at which a clip plays when reviewing it in the Timeline. Default is 200%.
Review Edit Duration		Default is 3 seconds.
Output Channels	<b>1-8</b>	Select the number of output channels you are using.



## Setting NewsQ Pro Options



Setting		Description
Primary Database	Server	Enter the server name where the primary NewsQ Pro database resides.
	Ports	Enter the port numbers used to access the primary NewsQ Pro database.
Backup Database	Server	Enter the server name where the secondary NewsQ Pro database resides.
	Ports	Enter the port numbers used to access the secondary NewsQ Pro database.
Thumbnails	Server	Enter the server name where NewsQ Pro stores video clip thumbnails.
	Path	Enter the path to the thumbnail server.
Categories		Lists the currently configured NewsQ Pro categories.

## Adding NewsQ Pro Categories

If you want to add NewsQ Pro categories:

1. Click **Add**.

The Add Category window appears:



2. Enter a category name and click **OK**.

## Setting Up Media Files for Sharing

Before you can transfer media files to another NewsEdit LT workstation, you need to set up your computer for sharing:

1. In Windows Explorer, open the drive where your media files will be stored, usually drive E:.
2. Right click on the VibrintAVFiles folder and choose **Sharing**.
3. Choose the **Shared As** option button and leave the default share name **VibrintAVFiles**.
4. Click **OK**.



The folder you shared appears with the standard Windows sharing icon.



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Chapter 2 *Configuring NewsEdit LT*

## ***Setting Up The Bin***

NewsEdit LT uses Bins to hold all of your media clips, sequences and raw footage. You can create as many bins as you need to organize your work.

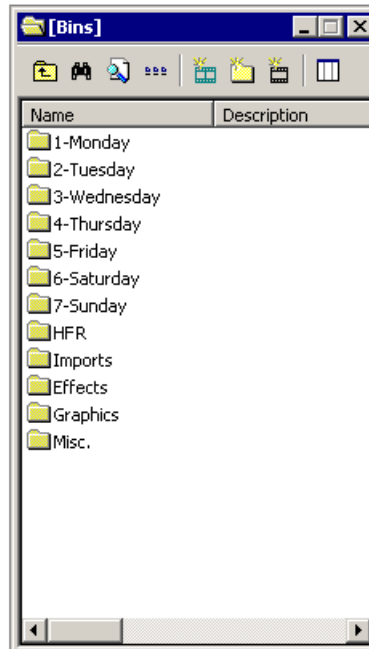
This chapter discusses how to:

- Create a new bin
- Work in Shared or Local mode
- Set up your bins
- View your bins
- Use the context-sensitive Bin menu



## The Bin Window









The Bin window consists of two main components — a toolbar and the area that holds your files. The toolbar lets you create new bins and sequences, search for specific files, and change the way you view bins.



## Understanding the Bin Toolbar



The Bin Toolbar lets you access common bin functions:

Button	Function
	View the bins at the next highest level.
	Search for a specific clip or sequence.
	Toggle between displaying bins and search results.
	Toggle between displaying your clips and sequences as text or as thumbnails.
	Create a new sequence in your bin.
	Create a new bin.
	Import clips from other workstations.
	Select the columns to view in your bin; available only when viewing bin contents as text, not as thumbnails.



## Creating a New Bin

The Bin window is empty when you open NewsEdit LT for the first time. Before you can begin using NewsEdit LT, you need to create bins to store your work.

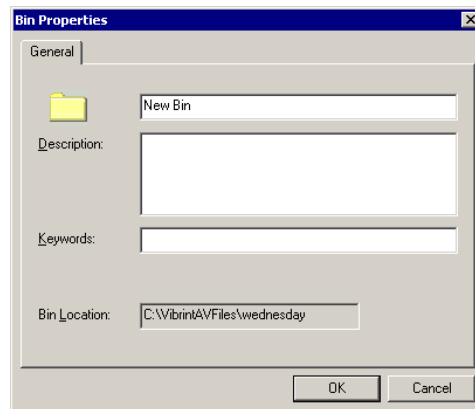
You can create and organize your bins to suit your work style. For instance, you could create a bin for each day of the week and within those set up a bin for each individual story or for each editor.

To create a new bin:



1. Click the **New Bin** button on the Bin toolbar.

The Bin Properties window appears:



2. Enter the bin Name.
3. Enter a bin Description.
4. Enter bin Keywords.

You can use the keywords to search for a specific bin.

5. Click **OK**.

**NOTE:** To change a bin's properties, highlight the bin folder and choose **Edit | Properties**.



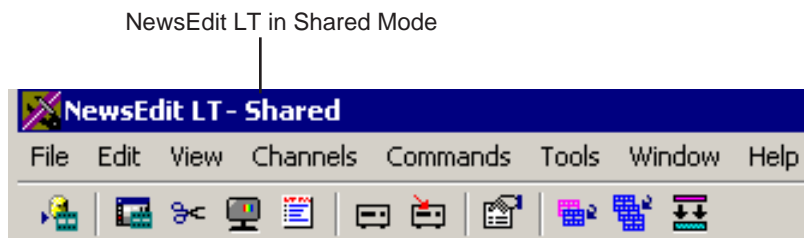
## Working in Shared or Local Mode

You can use NewsEdit LT either in shared or local mode:

- Shared mode uses a shared media database. All NewsEdit LT workstations access the same bins; the bins are locked so two editors can't make changes to the same file at the same time.
- Local mode uses your computer's local disk storage and a local media database. Each NewsEdit LT workstation has its own Bin on the NewsEdit LT machine, and cannot share the Bin. In order to use someone else's files, you need to import them into your Bin.

You can change modes from the General Options menu; see "Setting General Options" on page 42 for instructions.

NewsEdit LT indicates your current mode at the top of the window.



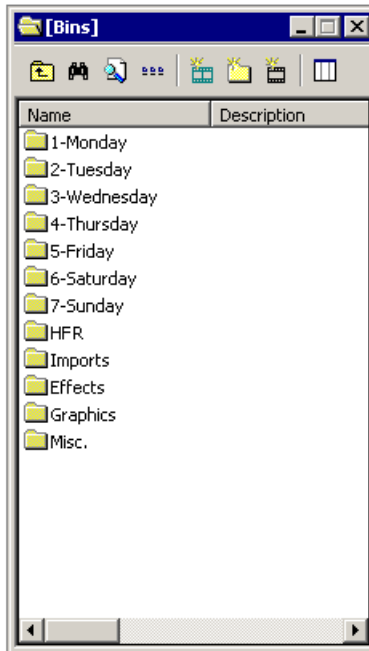
You create sequences in NewsEdit LT the same way regardless of what mode you are working in. The main difference is that your Bin is shared, and all editors using a NewsEdit LT workstation have access to the same files you do.



## Setting Up Your Bins

There are several ways to organize your bins, and the organization you choose depends mostly on your job function as well as your organizational style.

A typical setup for a newsroom might be:



Bins **1-Monday through 7-Sunday** are used for everyday stories.

Bin **Imports** is set up as a single location where other NewsEdit LT workstations can send clips over the network to you.

Bin **Misc.** is a folder to hold any clips to be saved, such as Whiteflash, Black, Color Bars and Tone, Reporter Outcues, repeated effects, etc.

Bin **HFR** (Hold For Release) is used when you are editing a story on one day but airing it on another.

Bin **Effects** holds saved video effects.

It is also important that, within each day of the week, you create another bin with the title of the specific project you are working on. This helps to keep the Bins organized, especially if you have more than one editor working on the same NewsEdit LT system.

NewsEdit LT automatically monitors your bins and refreshes the display if anyone places a file in one of your bins. For instance, as a breaking story develops, station staff can place the latest footage in a given directory. It then appears in your Bin where you can use it in your sequence.

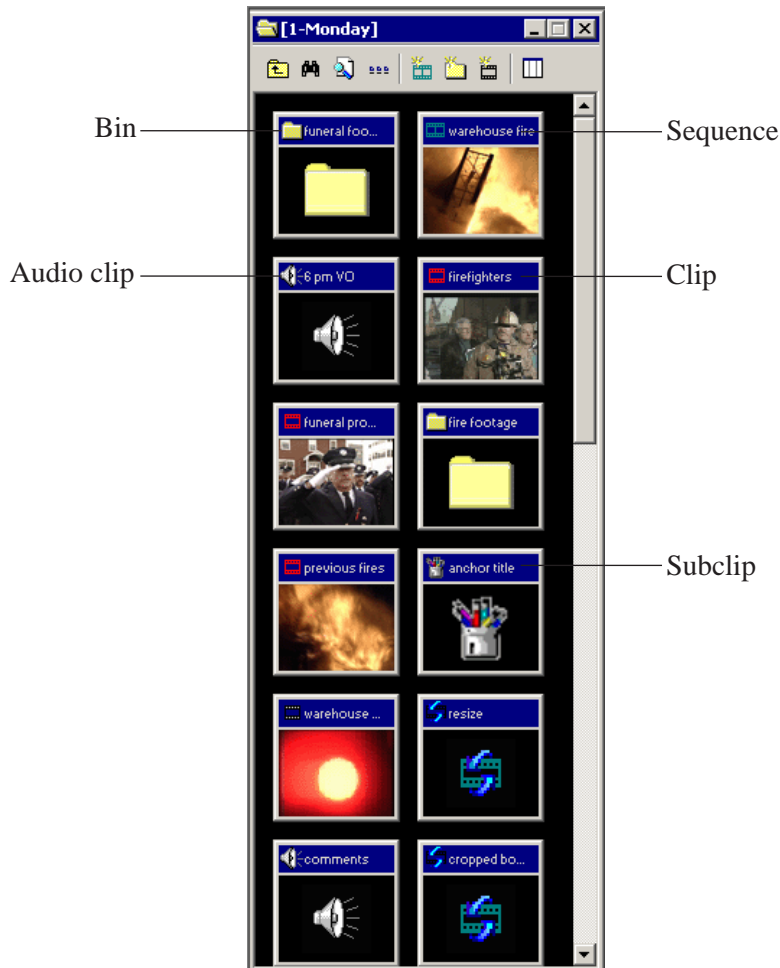
To refresh your Bin manually, press **F5** or select **View | Refresh**.

## Viewing the Material in Your Bins

There are two ways to view the contents of your Bin: Thumbnail view or Details view.

### Thumbnail View

In this view, each clip or sequence is represented by a single frame, allowing you to see the content of the material. The Thumbnail view provides a visual representation of the type of media file in each bin.





### Changing Thumbnail Size

NewsEdit LT offers three different sizes of thumbnails in this view: small, medium, and large. The default size is small.

To change the size of the thumbnails:



1. Click the **View Thumbnails** button on the Bin Toolbar.
2. Choose thumbnail size you want from the View menu.

### Selecting the Head Frame

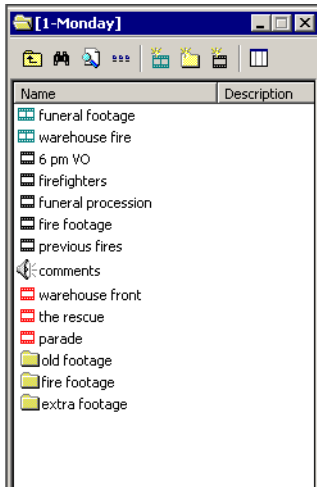
Each clip or sequence in Thumbnail view is represented by a single frame, called the head frame. By default, NewsEdit LT uses the first frame from the clip or sequence. However, you can choose any frame within the clip or sequence to represent the file in the view.

To select a different frame for the Thumbnail:

1. Double-click the clip or sequence to open it.  
Clips open in the Trimmer window; sequences open in the Timeline Tool.
2. Play through the clip until you find the frame you want to use.
3. Click **Set Head Frame From Current Frame**.
4. Click **OK**.



## Details View



In this view, each clip or sequence is represented by an icon, the name of the file, and other information about the file, such as timecode, description, and keywords.

The information acts as a database that you can customize by entering information about your clips. You can also search the information for clips that match certain criteria.

### Displaying Columns

You can hide or display multiple text columns in the Bin:



1. Click the **View Thumbnails** button in the Bin Toolbar.
2. Double-click on a bin to open it.

If you are in the highest-level bin, you will not see all of the column choices.



3. Click the **Column Manager** button in the Bin Toolbar.
4. Select the columns you want to display or click the **Reset** button to display all of the columns. A checkmark appears next to the selected options:
  - **Name** — Displays the name of the clip or sequence.
  - **Description** — Displays the description of the clip or sequence.
  - **Keywords** — Displays any keywords you entered; these keywords help to identify and search for specific clips.
  - **Created** — Displays the date the clip or sequence was created.
  - **Folder** — Displays the directory where the clip files are stored.
  - **Mark In** — Displays the Mark In timecode.
  - **Mark Out** — Displays the Mark Out timecode.



- **Video Format** — Displays the video format used for the clip or sequence, NTSC or PAL.
- **Video Aspect** — Displays the video aspect for the clip or sequence, 4:3 or 16:9.
- **Video Resolution** — Displays the video resolution for the clip or sequence.
- **Compression** — Displays the video compression type for the clip or sequence.
- **Chroma Format** — Displays the chroma ratio for the clip or sequence.
- **Tracks** — Displays the tracks present in the clip.

5. Click **OK**.

The Bin displays your new column choices.

### **Sorting Your Media Files**

You can arrange clips in numeric or alphabetical order according to the columns you select. For example, you can sort the Bin by the Mark In column to display all of the clips in timecode order.

To sort the Bin:

1. Click the heading of the column by which you want to sort the Bin.  
The clips and sequences display in alphabetical or numerical order depending on the column you selected.
2. Click the column again to reverse the order of the sort.
3. Right-click in the Bin and select **Restore Default Sort** to return to the original sort order.

## Using the Context-Sensitive Bin Menu

Several NewsEdit LT features are available by right-clicking in the Bin window. This context-sensitive menu displays available commands depending on where you click.

<b>Menu Item</b>	<b>Description</b>
Details	Changes the Bin view to Details View.
Thumbnails	Changes the Bin view to Thumbnails View.
Copy	Copies a clip or sequence from the Bin to the clipboard.
Paste	Pastes a clip or sequence from the clipboard to the Bin.
Delete	Deletes the selected clip from the Bin.
Rename	Changes the name of a bin, clip, or sequence.
Consolidate	Strips a clip or sequence of any unused data, reducing the file size.
Copy to Timeline	Copies the selected clips in the Bin to the Timeline.
Copy to Source Tool	Copies the selected clips into the Source Tool.
Send to File	Sends a clip or sequence to another destination.
View Player	Previews the selected clip or sequence in a viewer window.
View Trimmer	Opens the Bin trimmer.
View Timeline	Opens the Timeline window.
Import Clip	Opens the Import Clip dialog box so you can select a file to import.
Record to Bin	Records a clip directly into the Bin instead of the Timeline.
Play to Tape	Records sequences onto videotape.
Find	Opens the Find dialog box so you can search for a clip or sequence.
Find in Workgroup	Searches for clips or sequences on other workstations in your workgroup.
Restore Default Sort	Resets the columns in the Details View to the original order.
Column Manager	Selects which columns to view in the bin; only available in Details View.
Show References	Displays all places a clip is used (sequences, sub-clips, and master clips).
Properties	Opens the Properties window so you change the properties of a file.



---

*Chapter 3    Setting Up The Bin*



## ***Editing In the Timeline***

To edit a story with NewsEdit LT, you need to move the analog video and audio media from tapes or feeds to a digital format on your computer. The most efficient way to create stories is to edit directly to the Timeline.

This chapter discusses how to:

- Use the Timeline Tool and Source Tool for editing
- Create a new sequence
- Select and deselect tracks
- Mark In and Out points
- Set up a split edit
- Use variable speed recording
- Route audio input
- Select a source for input
- Use a clip as an input source
- Create your clips
- Play your sequence
- Save your sequences



## Editing Overview

Editing directly to the Timeline is the fastest and most efficient way to use NewsEdit LT and produce sequences. Editing in the Timeline involves these basic steps:

1. Create a new sequence.
  2. Select the tracks you want to record in the Timeline.
  3. From the Timeline Tool, you may optionally:
    - Mark In and Out points
    - Set up a split edit
    - Route the audio output
  4. Press **2** to select the Source Tool and optionally:
    - Mark In and Out points
    - Route the audio output
    - Change the speed of a clip
    - Set up a split edit
  5. Select the source you are using to edit.
  6. Play the source to find footage you want to use in your NewsEdit LT sequence.
  7. Press **F12** to record.
  8. Press the **spacebar** to stop recording when your clip is complete.  
If you've marked an Out point, the system will stop recording at that point.
  9. Play your sequence if you want to.
  10. Repeat steps 6-9 for each clip.
  11. Save your sequence.
- This chapter discusses each of these steps.

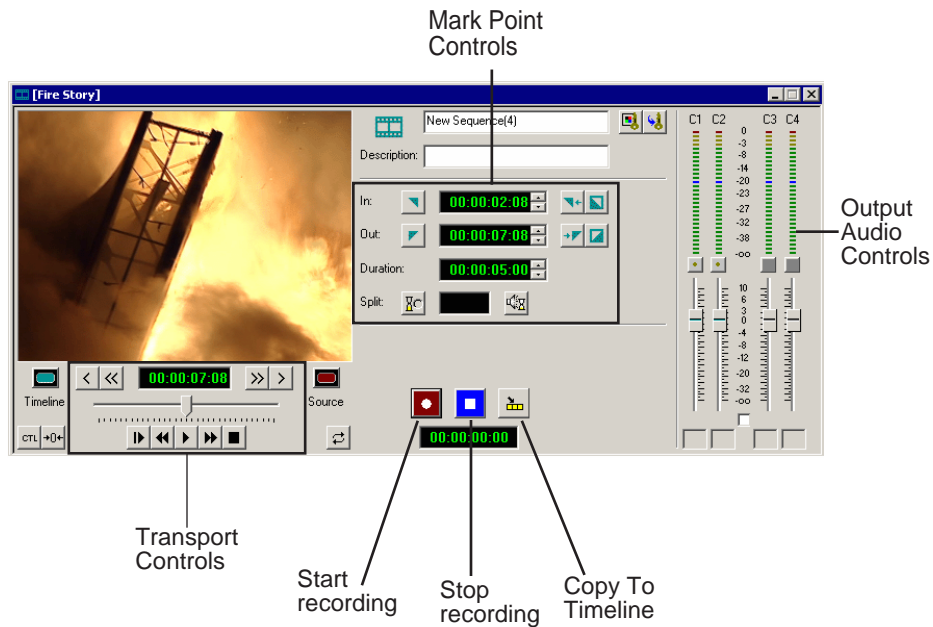
# Understanding the Timeline and Source Tools

Editing in the Timeline involves using both the Timeline Tool and the Source Tool.

## The Timeline Tool

The Timeline Tool opens when you create a new sequence. It is the tool you use to select clips, mark in and out points, and play sequences.

To use the Timeline Tool, press **1** on your keyboard or click the **Timeline Tool** button in the Timeline Toolbar.





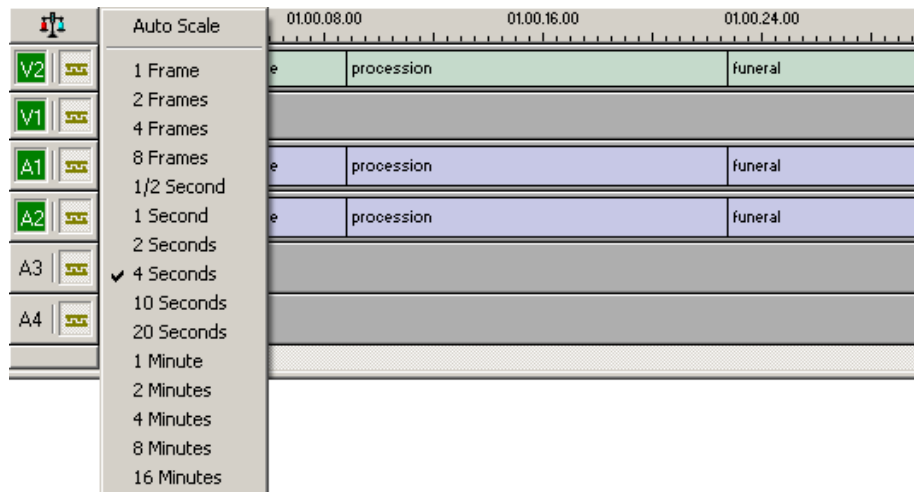
## Changing the Timeline View

You can zoom in and out of the Timeline to see a specific area of the Timeline or to get an overall perspective of your sequence.

To change the Timeline view:



1. Click the **Scale** button in the Timeline.



2. Choose an increment to display.

**NOTE:** *If a sequence extends beyond the Timeline view, choose **Auto Scale** to compress and display the entire sequence in the Timeline.*

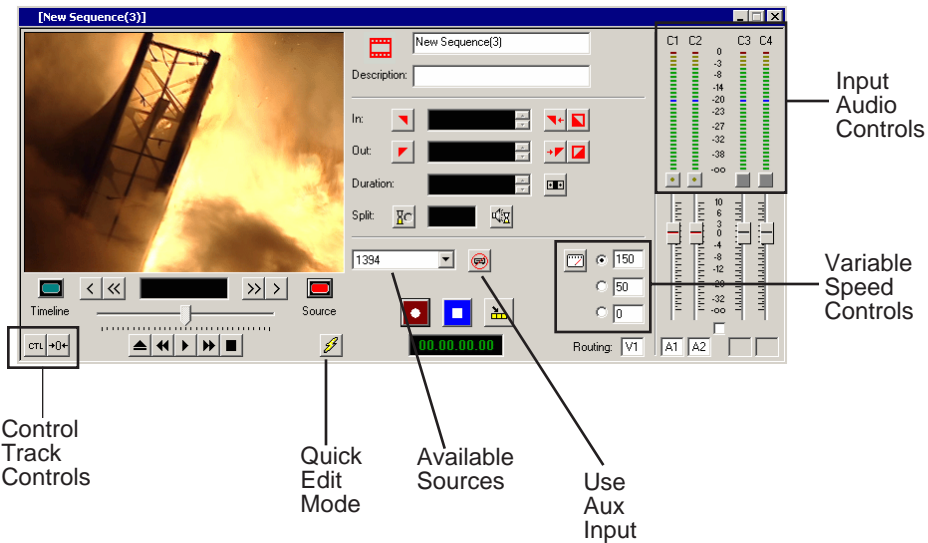
You can also press **+** on your keyboard or click the **Zoom In** button in the Timeline Toolbar to zoom in the Timeline view. Press **-** or click **Zoom Out** to zoom out the Timeline view.

## The Source Tool

The Source Tool is the place where you view your footage, taking media from the input source into the Timeline for editing.



To select the Source Tool, press **2** on your keyboard or click the **Source Tool** button in the Timeline Toolbar.



















## Controlling a Deck from NewsEdit LT

If you are using a tape deck, you can control it from the NewsEdit LT window or keyboard. NewsEdit LT provides transport control buttons like those on a tape deck, which control the Timeline, clip source, and Deck.

Use these controls to locate the material you want to record as a clip. Then use the marking controls to mark a clip or use the transport control buttons on your deck to locate your Mark In and Mark Out points. The deck controls are:

Button	Function
	Ejects the tape.
	Rewinds the tape.
	Plays the tape.
	Fast forwards the tape.
	Stops the tape.
	Moves through the tape (drag the shuttle forward or backward).
	Jogs one frame back.
	Jogs 10 frames back.
	Jogs one frame forward.
	Jogs 10 frames forward.
	Shuttles left in increments of -50%, -75%, -1x, -2x, -3x.
	Shuttles right in increments of +50%, +75%, +1x, +2x, +3x.
	Resets shuttle speed to default (200%); to change the default speed select <b>View   Options   Timeline   Default Play Speed</b> and enter the new speed.
	Selects previous shuttle speed.

## Creating a New Sequence

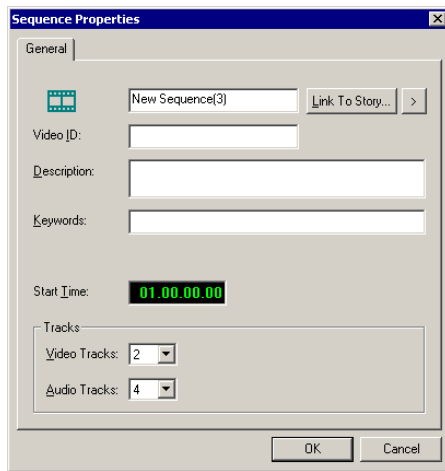
The first thing you need to do is to create a new sequence. The new sequence must be inside a bin in order for you to use it.

To create a new sequence:



1. Click the **New Sequence** button on the Bin toolbar.

The Sequence Properties window appears:



2. Enter a name for the sequence.
3. Enter a Description (optional).
4. Enter Keywords for the clip (optional).

You use keywords to search for a specific sequence in your bin.

5. To use a Start Time other than 00:00:00:00, enter another time.
6. Select the number of Video and Audio Tracks to use for this sequence.

Audio Tracks refers to the number of tracks in the Timeline for mixing, not the number of output tracks.

7. Click **OK**.

The new sequence appears in your Bin and the Timeline opens. You are now ready to add footage to the Timeline.



## Changing Sequence Properties

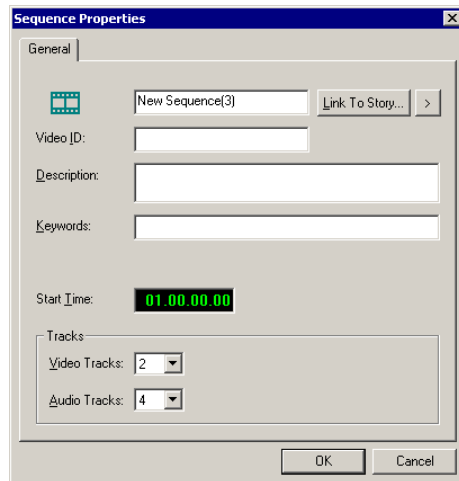
After creating a sequence, you can change any of the sequence properties as necessary.

To edit sequence properties:



1. If the sequence is open in the Timeline, click the **Properties** button in the Timeline toolbar. If you are in the Bin, right-click on a sequence and choose **Properties**.

The Sequence Properties window appears:



2. Make any necessary changes.
3. Click **OK** to save your changes.



## Selecting and Deselecting Tracks

You can select which tracks you want to record to in the Timeline. NewsEdit LT lets you work with two video tracks and up to eight audio tracks. You can edit from any source audio track onto any record track in the Timeline.

To select or deselect tracks:

- Click once in the track indicator on the Timeline for each track you want to select or deselect.

Selected track buttons are green in the Timeline.



## Toggle tracks on the fly

While you are editing in the Timeline, you can select and deselect tracks at the same time you add clips.

Use the instructions above for selecting and deselecting tracks.

## Showing Audio Tracks

By default, NewsEdit LT displays the first four audio tracks. If you are using more than four audio tracks in your sequence, you can view all eight tracks:



- Click the **Show All Audio Tracks** button on the Timeline Toolbar.

The Timeline expands to show the additional audio tracks.



## Setting Up Your Edit in the Timeline Tool

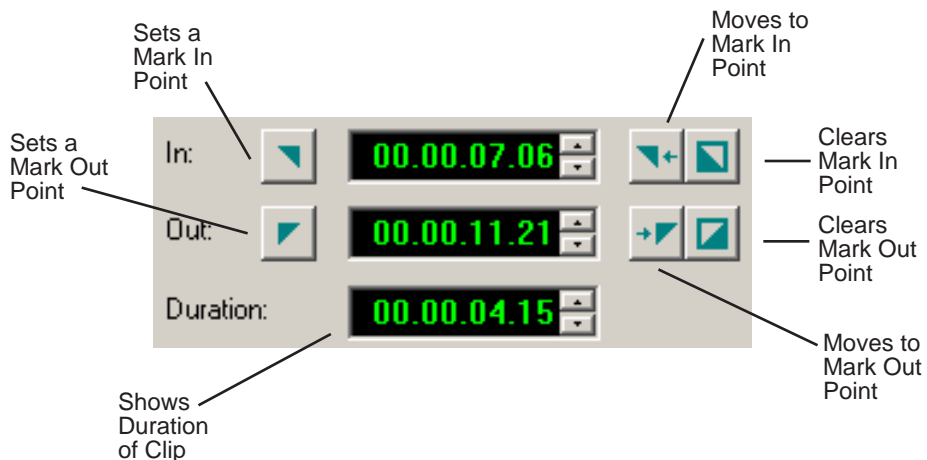
Before you record clips in the Timeline, there are several features you can use:

- Mark In and Out points on the Timeline
- Set up a split edit
- Route the audio output

### Marking In and Out Points

You can set the Mark Points using the Mark In and Mark Out buttons in either the Timeline Tool or the Source Tool. The steps to create a mark point are the same regardless of which tool you are using, but you will be setting different mark points in the two tools. In the Timeline Tool, you are setting mark points for your sequence; in the Source Tool, you are setting mark points for the input source.

When you make the first edit in a sequence, you can mark In and Out points if you want to. If you don't set a Mark In point, recording starts at the current position of the cursor. If you don't set a Mark Out, NewsEdit LT creates an Out when you stop recording and the clip is edited into the Timeline. The Timeline automatically moves the cursor to the end of each edit in preparation for the next edit.



To Mark In and Out Points:

1. Move to the Mark In or Mark Out point in any of the following ways:
  - Click the point on the Timeline where you want to place the points.
  - Press the **A**, **S**, **D**, or **F** keys on the keyboard to jog through clips in 1-frame or 10-frame increments.
  - Press **G** to move back to the previous cutpoint.
  - Press **H** to move forward to the next cutpoint.
2. Press **I** on the keyboard to Mark In and press **O** to Mark Out.

## Setting Up a Split Edit

NewsEdit LT lets you set In and Out points to create a pre-defined split edit from the Timeline Tool. To delay one of the tracks at the beginning of a clip, set different In points for the video and audio, with one starting after the other. You can also extend one track after the other at the end of a clip.

If your clips are already recorded to the Timeline, you can create a split edit using the Cut Point Edit Tool. See “Changing Cut Points Between Adjacent Clips” on page 103 for details.

To create a split edit:



1. Press **1** to select the Timeline Tool.
2. Press **I** on the keyboard to mark an In point for the video track.



3. Click the **Show Audio Marks** button.  
Blue icons indicate audio mark in and out points.

4. Select a Mark In Point for the audio track.  
The duration of the split appears in the Duration field.

5. Record your clip.



## Setting Up Your Edit in the Source Tool

There are also several features in the Source Tool you can use before you begin recording:

- Mark In and Out points on the Timeline
- Use a variable speed for recording
- Set up a split edit
- Route the audio output

### Marking In and Out Points

Marking In and Out Points in the Source Tool is identical to marking points in the Timeline Tool. See “Marking In and Out Points” on page 74.

### Using Variable Speed Record

NewsEdit LT lets you take advantage of the Dynamic Motion Control on most tape decks and create a slow-motion or fast-motion record on the fly. In the Source Tool, you set the speed in percentages and click them when you want a change in speed. The default speeds are 75%, 50%, and 0, which you use to create a freeze frame. Variable speed record also works with clip sources.

To create a variable speed record:



1. Press **2** to select the Source Tool.



2. Click **Enable variable speed controls**.

The percentage windows become active.

3. Choose one of the three default speeds or enter a new percentage.

You can enter positive or negative numbers, as your deck allows.

4. Press **F12** to record your clip.

The clip records to the Timeline with the speed you chose.

**NOTE:** *If you are using a deck source, you can change the speed while recording the clip by clicking one of the other percentage fields.*

## Setting Up a Split Edit

Setting up a split edit in the Source Tool is the same as setting up a split edit in the Timeline Tool. See “Setting Up a Split Edit” on page 75.

## Routing Audio Tracks

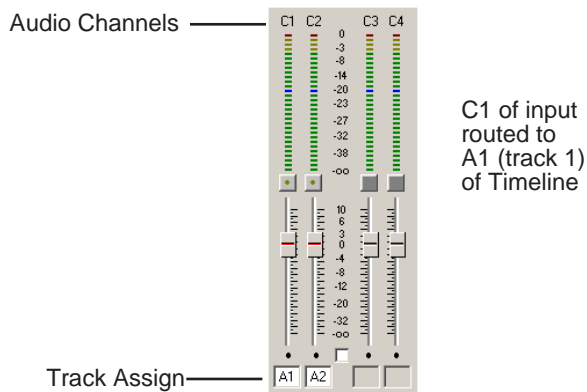
You can edit audio from any source track onto any record track in the Timeline. You can work with up to eight audio tracks in the Timeline, though you can only record four tracks per clip. If you have two audio inputs you may need to assign a different track to your audio source.

If you are using a source with only one audio input, you don’t need to route it — select the audio track you want to use on the Timeline and NewsEdit LT automatically routes it for you.

To route an audio track:



1. Press **2** to select the Source Tool.



2. Click the **Track Assign** box for the Audio Input channel you need to reassign.
3. Select the new audio track location.

**NOTE:** *If your source only has one input audio channel, pathing to the Timeline is automatic. The channel from the source goes directly to the selected track regardless of the routing indication.*



## Selecting Your Source

You can select your input source from the equipment your newsroom has set up for you. Sources can include tape decks, feeds, or routers.



1. Press **2** to select the Source Tool.
2. Select a source from the drop-down menu.

The image in the viewing monitor changes to reflect the new source.



## Using a Clip Source

You can load any clip from your Bin into the Source Tool, which effectively treats the clip like a live source such as a tape deck.

To use a clip as a clip source, drag the clip into the viewer or press **Ctrl + C** to load the clip. After loading a clip as a clip source, you can edit to the Timeline as you would with a tape deck.

## Patching Audio Tracks

If you select a clip for a clip source with more audio tracks than the Timeline, the Select Source Channel window appears and you can route the tracks.

## Changing Sources

You can connect and configure a variety of video and audio sources as input devices to NewsEdit LT, which is normally done by your newsroom engineer. See “Adding Video Sources to NewsEdit LT” on page 34 if you need to add a source.

You can also configure a non-remote source, such as a microphone or a router, as an input source and specify the tracks to select when using that input source.

To change a source:



1. Press **2** to select the Source Tool.
2. Select a source from the drop-down menu.

The image in the viewing monitor changes to reflect the new source.

## Using Auxiliary Input

You can also connect an auxiliary source as an input for creating sequences, which is helpful if you are using an A-B switch for controlling your sources.

When you enable auxiliary input, NewsEdit LT disables deck control from the Timeline and your keyboard so you can use the device’s external controls.

To use auxiliary input:



1. Press **2** to select the Source Tool.
2. Click the **Use Aux Input** button.



The deck controls on NewsEdit LT gray out; you can use the external controls of the auxiliary device.



## Creating Your Clips

To create a clip in your sequence, follow these steps. Repeat the steps for each additional clip in your sequence.

1. Play the source to find the media you want.
2. Press **F12** to start recording.
3. Press the **spacebar** to stop recording immediately, or press **O** on your keyboard to stop recording after adding Out handles.
4. Play the sequence, if you want to.

## Playing a Sequence

As you create a sequence, you may want to review the progress. With NewsEdit LT, you can play the sequence as part of the editing process in the Timeline.








To play a sequence:



1. Press **1** on the keyboard to select the Timeline tool.
2. Select one of these commands to play or work through the sequence:

Tool	Icon	Keyboard Key	Description
Move 1 Frame Left	<	A	Moves the position indicator one frame to the left.
Move 1 Frame Right	>	S	Moves the position indicator one frame to the right.
Move 10 Frames Left	<<	D	Moves the position indicator ten frames to the left.
Move 10 Frames Right	>>	F	Moves the position indicator ten frames to the right.
Play From Start	▶	Q	Starts playing from the beginning of the sequence.
Rewind	◀	E	Rewinds the sequence.
Play	▶	W or Spacebar	Starts playing from the position of the cursor.



<b>Tool</b>	<b>Icon</b>	<b>Keyboard Key</b>	<b>Description</b>
Fast Forward		<b>R</b>	Fast Forwards the sequence.
Stop		<b>Spacebar</b>	Stops playing the sequence.
Loop Playback		<b>--</b>	Plays the sequence in a continuous loop.
N/A		<b>Left arrow</b>	Shuttles left in increments of -50%, -75%, -1x, -2x, -3x.
N/A		<b>Right arrow</b>	Shuttles right in increments of +50%, +75%, +1x, +2x, +3x.
N/A		<b>Up arrow</b>	Resets shuttle speed to default, which is 200%.
N/A		<b>Down arrow</b>	Selects previous shuttle speed.

You can drag the shuttle slider with your mouse to scrub through the Timeline.

## **Saving a Sequence**

You need to save your sequence periodically to your workstation Bin or to the shared database.

To save a sequence:



- Click **Save** in the Timeline toolbar or press **Ctrl + S** on the keyboard.

NewsEdit LT saves the sequence in the Bin where you created it.



*Chapter 4 Editing In the Timeline*

## *Other Ways to Edit with NewsEdit LT*

NewsEdit LT lets you access media clips from other computer systems. You can import clips into NewsEdit LT and use them just as you would clips from tape.

You can import clips from another NewsEdit LT workstation or other machines, and can also use a news script as a guide in creating your sequence.

This chapter discusses how to:

- Use clips already residing in the Bin
- Import files, including video, audio, EDL files, and DiskCam files
- Pull media files from a Profile Server
- Search for clips in the Bin or your workgroup
- Link to an existing news story
- Record to the Bin
- Move, rename, and delete clips and sequences



## Using Clips Stored in the Bin

If you created clips in the Bin before starting a sequence, you can copy them to the Timeline and use them in a new sequence.

To copy a clip from the bin to the Timeline:

1. Navigate through your Bin until you find the clip you want.
2. Click once on the clip to select it.
3. Copy the clip to the Timeline using one of the following methods:

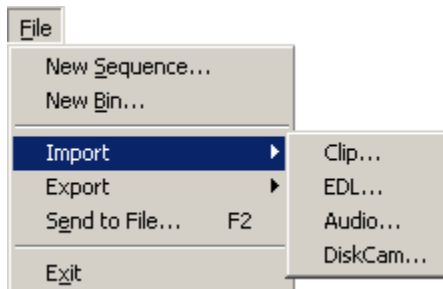


- Click the **Copy To Timeline** button.
- Press **C** on the keyboard.
- Drag the clip to the Timeline.
- Right-click on the clip in the Bin and select **Copy To Timeline**.

## Importing Files

NewsEdit LT can import various formats of media files, EDL files, audio files, and DiskCam files.

To import a file, choose your import type from the **File | Import** menu:



## Importing Media Clips

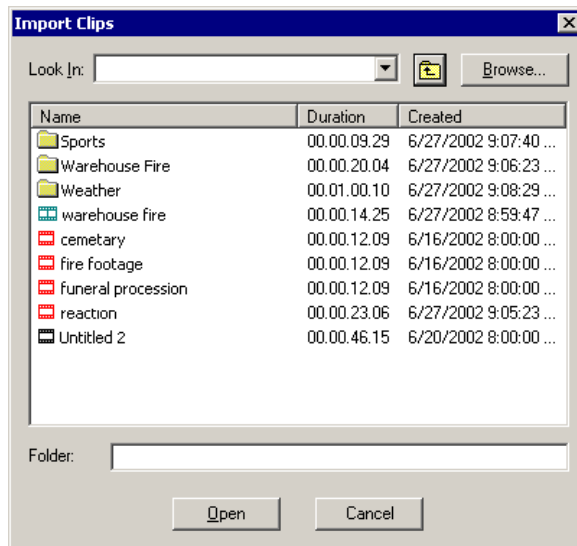
You can import media clips from your computer network or other NewsEdit LT workstations. Imported clips appear in your Bin so you can use them in sequences.

To import a clip:



1. Choose **File | Import | Clip** or click the **Import Clip** button in the Bin toolbar.

The Import Clips window appears:



2. Use the **Look in** list or the **Browse** button to find the clip you want to import.
3. Highlight the clip and click **Open**. Press the **Ctrl** key to select multiple clips.

A progress bar indicates the import status.

The imported file appears in the Bin; you can use it just like any other clip.



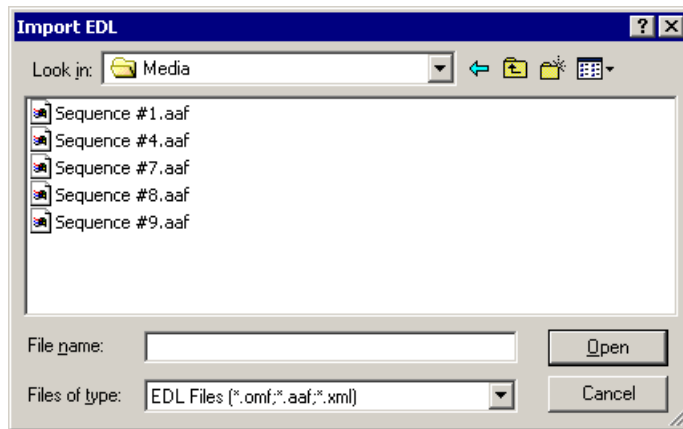
## Importing EDL Files

You can import common EDL formats (.OMF, .AAF, and .XML) from low-resolution drawing and editing systems. These files contain sequenced clips that you can use to create your own sequences.

To import an EDL file:

1. Choose **File | Import EDL**.

The Import EDL window appears:



2. Navigate to the EDL file you want to import and select it.
3. Click **Open**.

A progress bar indicates the import status.

NewsEdit LT creates a new bin with the name of the imported EDL for the sequence and its clips.

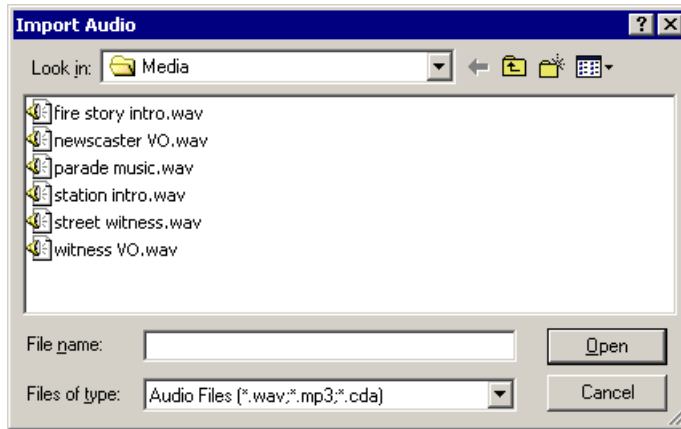
## Importing Audio Files

You can import audio files in .wav, .mp3, and CD audio formats. NewsEdit LT converts the imported file to the standard NewsEdit LT format, .pcm.

To import an audio file:

1. Choose **File | Import | Audio**.

The Import Audio window appears:



2. Navigate to the clip you want to import and select it.
3. Click **Open**.

A progress bar indicates the import status.

The imported audio file appears in the Bin; you can use it to add audio to your sequence.

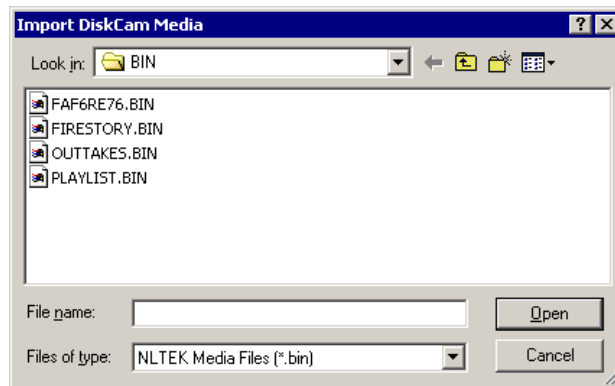


## Importing DiskCam Media Files

NewsEdit LT can import DiskCam media files from NLTEK digital cameras. See <http://www.nltek.com> for more information on NLTEK and DiskCam.

1. Choose **File | Import | DiskCam**.

The Import DiskCam Media window appears:



2. Navigate to the DiskCam file you want to import and select it.
3. Click **Open**.

A progress bar appears indicates the import status.

NewsEdit LT creates a new bin with the name of the imported DiskCam file for the sequence and its clips.



## **Pulling Media Files from a Profile Server**

If you use a Profile Server as part of your news production system, you can obtain media files from Media Manager or ContentShare Explorer.

To pull files from Media Manager or ContentShare Explorer:

1. Verify that NewsEdit LT is configured to work with a Profile server.  
See “To set up a Profile server as a send location:” on page 47 for instructions on connecting a NewsEdit LT workstation to a Profile server.
2. Open the Media Manager or ContentShare Explorer application.
3. Place the new window over the top of the NewsEdit LT application.
4. Select the clip you want in Media Manager or ContentShare Explorer.
5. Drag the clip from into the desired NewsEdit LT bin.  
The clip appears in your Bin as a red clip, ready for you to use in a sequence.



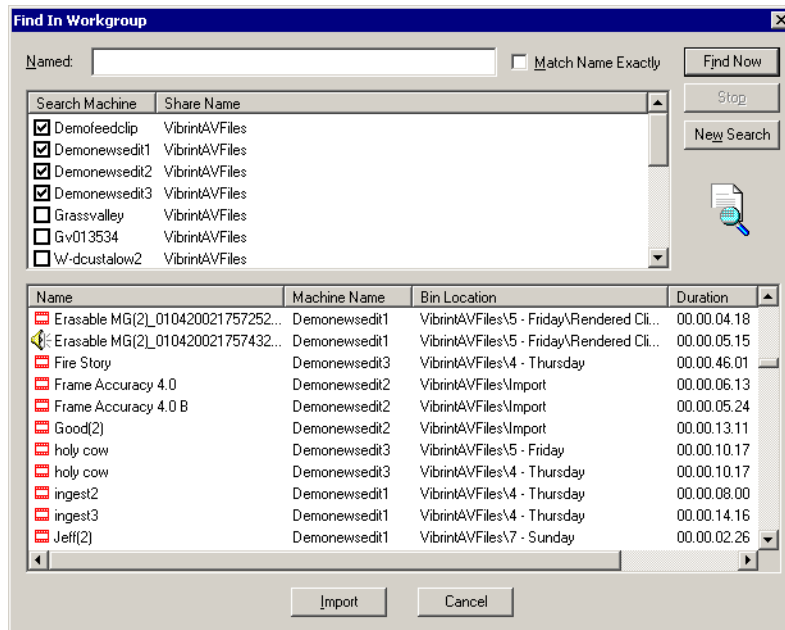
## Finding Clips in Your Workgroup

If your NewsEdit LT workstation is part of a network workgroup with other NewsEdit LT workstations, you can import clips from the VibrintAVFiles folder on those workstations to use in your sequences.

See “Setting Up Workgroups” on page 44 to configure a workgroup.

To find clips in your workgroup:

1. Choose **Tools | Find in Workgroup** or right-click in the Bin and select **Find in Workgroup**.



2. Check the boxes for the NewsEdit LT workstations you want to search.
3. Click **Find Now**.

The found files appear in the box below the workstation listing.

4. Select the clip you want to import and click **Import**.

NewsEdit LT copies the clip into the current Bin.

## Linking to an Existing News Story

NewsEdit LT can link to scripts on iNews, NewStar, and AP/ENPS Newsroom computer systems, which you can use as an aid for creating your sequence.

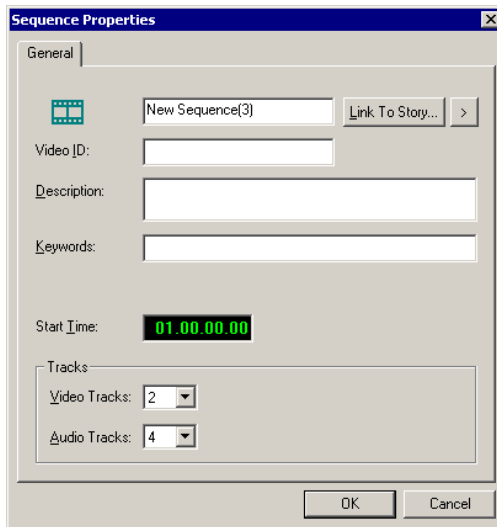
You can link to a news story when you create a new sequence, as described below, or to an existing sequence by opening Sequence Properties and clicking **Link to Story**.

To link to a news story:

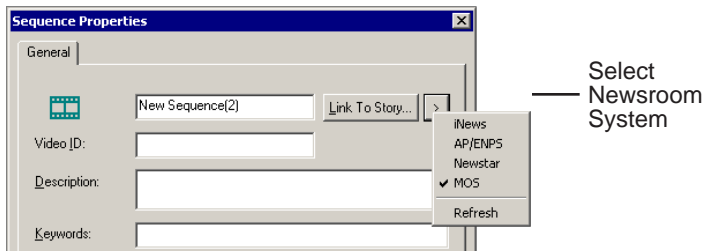


1. Click the **Create New Sequence** button in the Bin toolbar.

The Sequence Properties window appears:



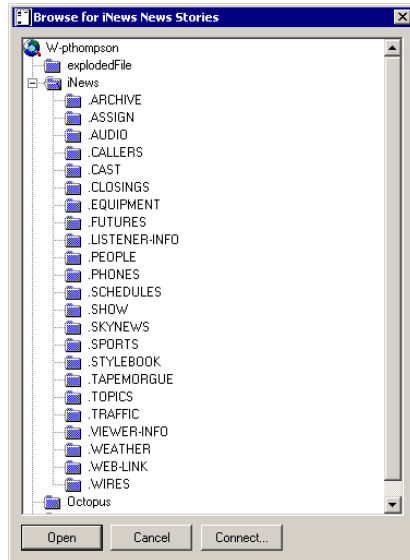
2. Click the arrow next to Link To Story and select your newsroom system.





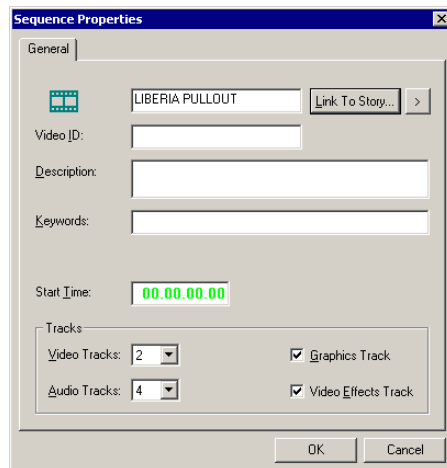
3. Click **Link to Story**.

A Browse window appears, displaying the available stories:



4. Select the file you need and click **Open**.

The Sequence Properties window appears with the file title and the Video ID filled in (if you are set up to use Video IDs with your NRCS):



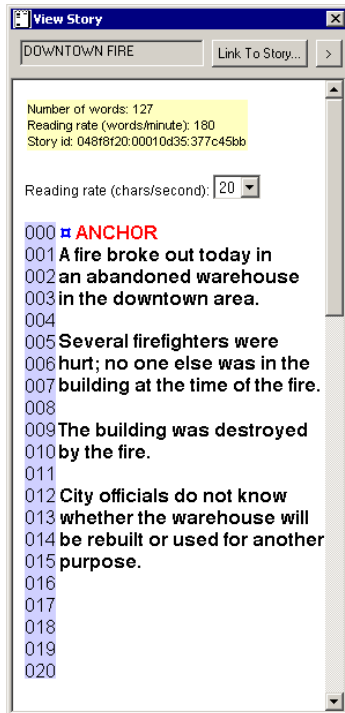
5. Click **OK**.

The Timeline opens.



6. Click the **Story View** button in the Main Toolbar.

The script opens:



You can leave the script open and create a sequence to match the story.



## Recording to the Bin

You can record media directly to the Bin to use later. Once you open a bin, you can record from your tape deck or any other source directly into the bin. You later edit that material in the Bin or bring it into the Timeline.

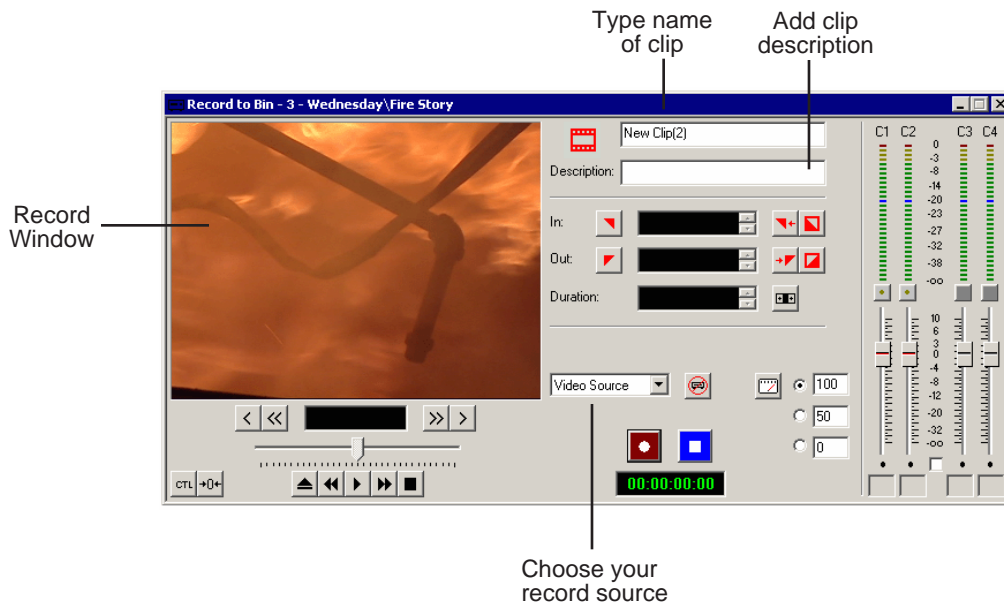
To record to the bin:

1. Open the bin where you want the media to reside.



2. Click the **Record to Bin** button in the menu bar.

The Record to Bin Window appears:



3. Enter the name of the clip and add a description, if you want to.

4. Choose the record source using the drop-down menu.

5. Play or cue the tape to the place where you want to start recording.

6. Mark an In point by pressing **I** on the keyboard.

If you don't set a Mark In, NewsEdit LT uses the current position.

7. Press **F12** to start recording.  
The recording appears in the Record Window.
8. When you are done recording, press the **spacebar** to stop, or press **O** on the keyboard to stop recording after adding Out handles.  
If you marked an Out point, recording stops at that point.  
NewsEdit LT automatically saves the clip into the selected bin.
9. Close this window by clicking the **X** in the upper right corner.

## Moving Clips and Sequences

You can copy clips and sequences between bins or move clips or sequences from one bin to another.

### Copying a Clip or Sequence

To copy an item:

1. Select the item you want to copy.
2. Right-click on the item and choose **Copy**.
3. Open the bin where you want to paste the item.
4. Right-click and choose **Paste**.

*NOTE: If you copy a master clip, NewsEdit LT pastes it as a subclip.*

### Moving a Clip or Sequence

To move a item into another bin:

1. Choose **View | Bins** to open a second Bin window.
2. In the second Bin window, navigate to the destination bin.
3. Drag the sequence or clip from the first Bin window to the second.



## Renaming Bins and Media Files

If you want to change the name of any bin, clip or sequence:

1. Select the item you want to rename.
2. Choose **Edit | Rename**.

You can also press **Shift + R** on the keyboard or right-click on the item and choose **Rename**.

3. Enter the new name of the item.

## Deleting Clips and Sequences

You can delete unused clips or sequences you no longer need. However, you cannot delete files if they are being used in any existing sequences or subclips.

To delete a clip or sequence:

1. Select the clip or sequence you want to remove. Hold down the **Ctrl** key to select multiple items.
2. Press **Delete** on the keyboard.  
A dialog box prompts you to confirm the deletion.
3. Click **Yes** to delete the file.



## Searching for a Clip or Sequence

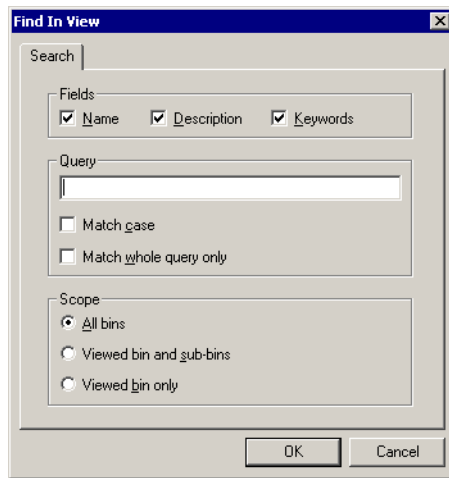
You can search for clips and sequences in the Bin. You can search for all clips that meet specific criteria or for a specific clip.

To search for a clip or sequence:



1. Click the **Find** button in the Bin Toolbar.

The Find In View window appears:



2. Choose the appropriate options:
  - **Fields**—Check the boxes for the field(s) on which you want to search.
  - **Query**—Enter the text you want to search for.
  - **Match case**—Check this checkbox to do a case-sensitive search.
  - **Match whole query only**—Check this checkbox to search only for clips with text matching the query text exactly.
  - **All bins**—Select this option to search all NewsEdit LT bins.
  - **Viewed bin and sub-bins**—Select this option if you want to search all of the bins within the bin you selected.
  - **Viewed bin only**—Select this option if you want to search the bin you are currently viewing.



3. Click **OK**.

Clips and sequences matching your search result appear in the Bin window.



When you are done with your search, click the **Search Results** button off to restore the normal bin view and allow you to continue working in the Bin. To see your search results again, click the **Search Results** button on.

## *Trimming Your Clips*

After you create clips in the Bin or directly in the Timeline, you may need to trim a clip to fit or edit out extra frames. NewsEdit LT provides several methods for trimming clips so you can create quality sequences.

This chapter discusses how to:

- Use the Trim Tool and the Cut Point Edit Tool for trimming clips
- Change the end points between clips
- Extend your edits
- Trim your clips in the Bin



## Trimming Clips

You will often need to shorten your clips or change the starting or ending frame. In NewsEdit LT you trim clips by changing the Mark In and Mark Out points.

You can also trim clips in the Bin without bringing them into the Timeline. See “Trimming Your Media Clips in the Bin” on page 108 for instructions.

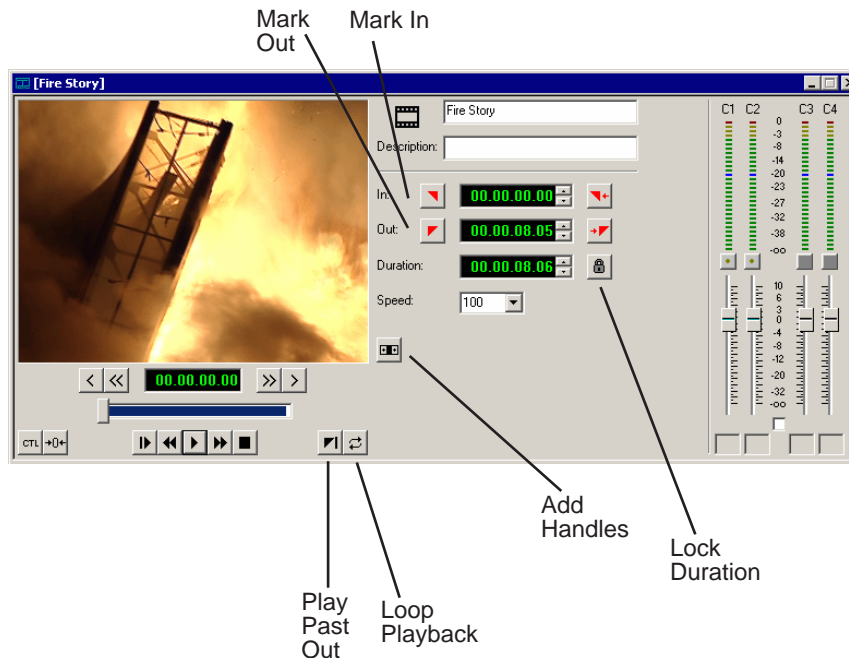
## Using the Trim Tool

One way to trim your clips while in the Timeline is to use the Trim Tool.



To select the Trim Tool, press **3** on your keyboard or click the **Trim Tool** button in the Timeline Toolbar.

You can also double-click on the video track for the clip you want to trim.

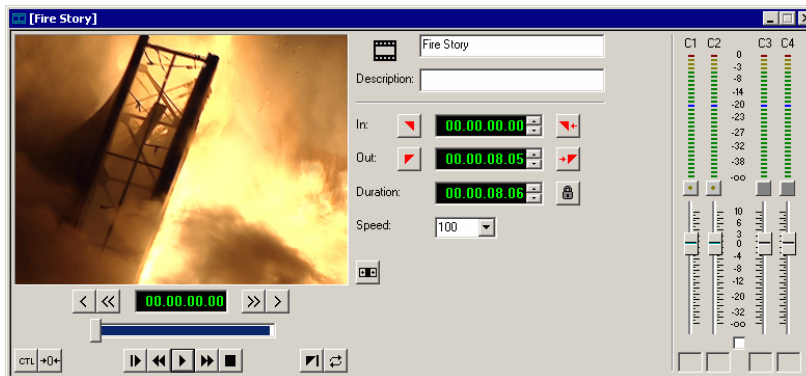


## Trimming Your Clips

You trim your clips by marking new In and Out points for each clip.

To trim a clip:

1. Click once on the clip you want to trim to select it.
2. Press **3** on the keyboard or click the **Trim Tool** button in the Timeline toolbar. The Trim window appears:



3. To trim the beginning of a shot, press the **spacebar** to play the clip and press the **spacebar** again to stop at the frame where you want the clip to start.  
You can also use the slider to find the approximate In point and then use the **A**, **S**, **D**, and **F** keys on the keyboard to find the exact spot.
4. Press **I** on the keyboard to mark a new In point.
5. To trim the end of the same clip, play the clip again and stop at the frame where you want the clip to end.
6. Press **O** on the keyboard to mark a new Out point.
7. Continue trimming other clips in your sequence.

***NOTE:** You can also trim an individual track in a clip by turning off the tracks you don't want, clicking on the desired track, and trimming the clip.*



## Using Handles to Add Frames to Your Clips

If you have recorded handles with your clips, you have additional frames to choose from when trimming your clips.

To use handles:



1. Click the **Add Handles** button in the Trim Tool.

The handles appear as additional frames on the slider in the Viewing Monitor.

2. Mark new In and Out points for your clip using the additional material.

## Locking the Duration of a Clip

Sometimes you need to trim a clip while maintaining its duration. The Lock Duration feature allows you to keep the clip duration constant while trimming, by using the extra frames in the handles and adjusting the clip. For instance, if you move the Mark In point 5 frames from the beginning of the clip, the Mark Out point moves automatically 5 frames to maintain the duration.

To lock the duration of a clip:



- Click the **Lock Duration** button in the Trim tool.

## Playing Past Out

Playing Past Out lets you create an Out point on the fly while viewing media after the Mark Out point, which is useful when verifying the Out point.

To play past the Out point:



1. Click the **Play Past Out** button in the Trim Tool.
2. Play the clip.

The clip continues playing past the Mark Out point, letting you see the rest of the footage in the clip.

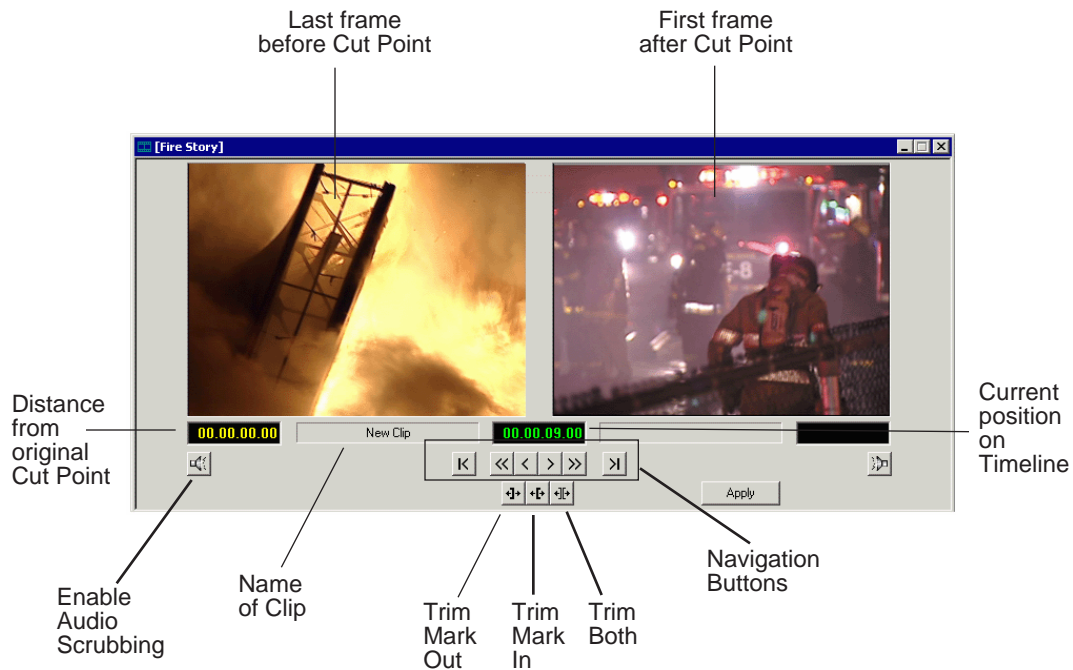
## Changing Cut Points Between Adjacent Clips

You may need to adjust the cut points between two clips in the Timeline. When you edit part of a clip into your sequence, NewsEdit LT recognizes that there is more material in the clip than is being used in the edit. The Cut Point Edit Tool lets you access the unused portion of the clip without returning to the source clip and repeating the edit.

### Using the Cut Point Edit Tool



To select the Cut Point Edit Tool, press **4** on your keyboard or click the **Cut Point Edit Tool** button in the Timeline Toolbar.





## Changing Cut Points

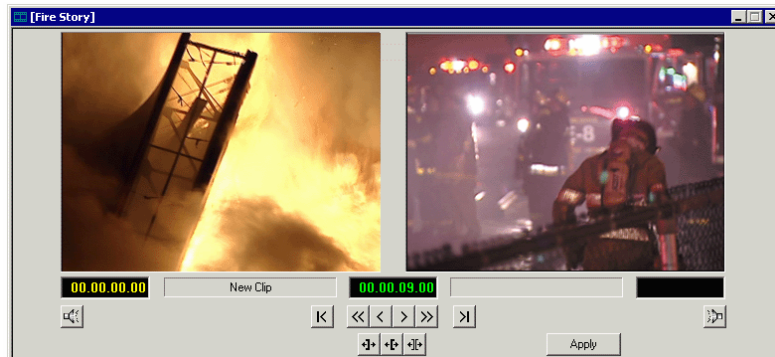
Adjust the cut points between two adjacent clips by trimming the Out point of the first clip, the In point of the second clip, or both.

To change a cut point:

1. Select the tracks you want to edit in the Timeline.
2. Move to the appropriate cut point in the Timeline:
  - Move to the next cut point by pressing **H** on your keyboard.
  - Move to the previous cut point by pressing **G** on your keyboard.
3. Press **4** on your keyboard or click the **Cut Point Edit Tool** button in the Timeline toolbar.



The Cut Point window appears showing the two clips you want to trim:



4. Choose one of the following ways to trim:



- **Trim Mark Out** — Extends or retracts the Out point of the first clip; changes the duration of a sequence.



- **Trim Mark In** — Extends or retracts the In point of the second clip; changes the duration of a sequence.



- **Trim Both** — Simultaneously manipulates the Out point of the first clip and the In point of the second clip. This method extends L-cuts without changing the sequence duration.



5. Choose how much you want to trim the cut point(s) by:
  - Dragging the cut point in the Timeline to the new position.
  - Using the cut point navigation tools to select the new frame position. The next section, *Navigating to Cut Points* describes these buttons.
6. Click **Apply** or press **Enter** on the keyboard.

The Timeline updates with the new cut point.

## Navigating to Cut Points

NewsEdit LT provides some quick ways to navigate through your clips to find the frames you need for trimming.

You can either click the buttons in the Cut Point Edit Tool or press the corresponding keys on the keyboard.



Navigation Buttons



Use these tools to navigate through your sequence:

Icon	Keyboard Key	Description
	<b>Z</b>	Extends to the previous cut point.
	<b>D</b>	Moves back 10 frames.
	<b>A</b>	Moves back 1 frame.
	<b>S</b>	Moves forward 1 frame.
	<b>F</b>	Moves forward 10 frames.
	<b>X</b>	Extends to the next cut point.
	<b>G</b>	Selects the previous cut point.
	<b>H</b>	Selects the next cut point.

## Using Audio Scrubbing

Digital audio scrubbing allows you to jog through your material while monitoring the audio. Use audio scrubbing to locate your audio edit points.

To use audio scrubbing:



- Click **Enable Audio Scrubbing** in the Cut Point Edit Tool.

## Extending Your Edits

NewsEdit LT provides a quick way to extend an edit without having to re-record any footage. Use this feature to extend an individual track (video or audio) over the track in the next clip.

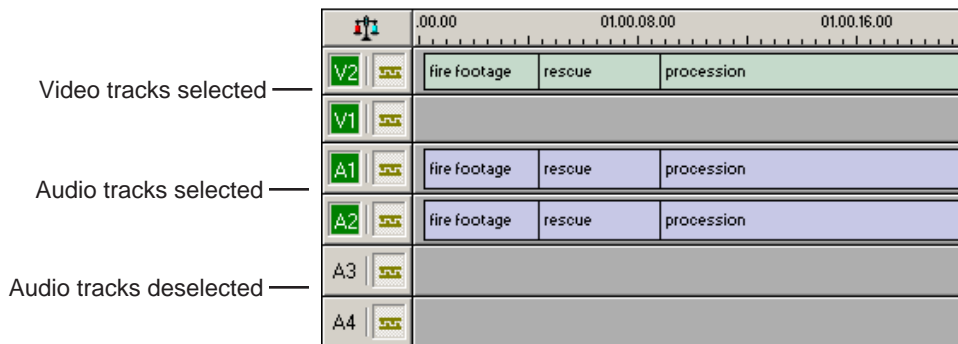
To extend the edit:



1. Press **4** on your keyboard to select the Cut Point Edit Tool.
2. Deselect any tracks you don't want to extend.

For example, to extend an audio track only, deselect the video track.

To deselect a track, click once in the track indicator on the Timeline for each track you want to deselect.



3. Put the cursor at the beginning of the track you want to extend.



4. Move to the next or previous cut point using the buttons or the **Z** and **X** keys on the keyboard.
5. Press **Enter** to extend the edit over the clip.



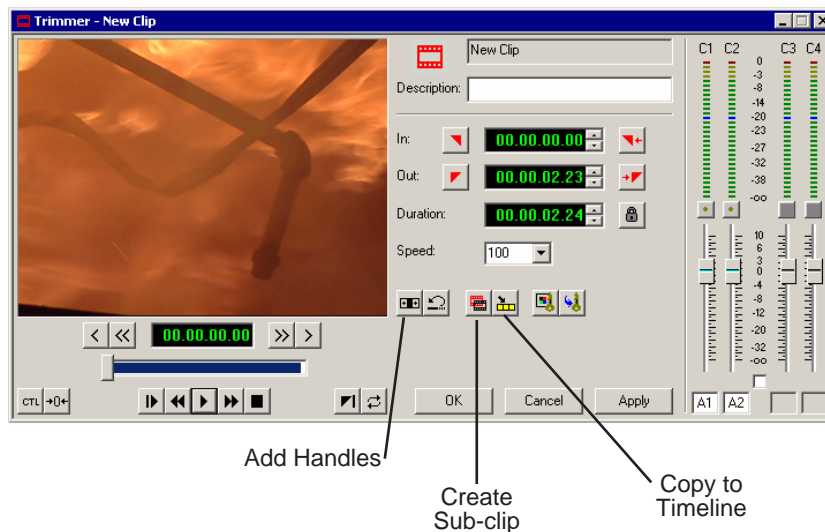
## Trimming Your Media Clips in the Bin

You can trim clips in the Bin without putting them into the Timeline. For example, you can record a long section of tape and then create shorter individual clips to edit into your sequence. This process is the same as editing clips in the Timeline, but you can also create subclips using this method. Subclips allow you to create shorter clips without changing the original recorded clip.

To trim media clips in the Bin:

1. Double-click the media clip you want to trim.

The Trimmer window appears:



2. Press **W** on the keyboard to play the clip.
3. Press the **I** and **O** buttons on the keyboard to mark new edit points.  
To see the extra recorded material, click the **Add Handles** button.
4. Click **OK**.

**NOTE:** You can also drag other clips into the Trimmer without having to close and reopen the Trimmer window.

## Creating SubClips

If you want to create a shorter clip from a larger recorded clip:



1. Press the **I** and **O** buttons on the keyboard to mark new edit points.
2. Click **Create SubClip** on the Bin Trimmer window.

The Create Subclip dialog appears.

3. Name the subclip and click **OK**.

When you close the Trimmer, click **No** to save changes. Otherwise, the master clip will be modified.

## Copying a Clip to the Timeline

If you want to copy a portion of a larger recorded clip to the Timeline:



1. Open a sequence window if one is not open.
2. Press the **I** and **O** buttons on the keyboard to mark new edit points.
3. Press **C** on the keyboard or click **Copy to Timeline** on the Bin Trimmer window.

The smaller clip copies to the Timeline at the insert point and is ready for editing.

## A Quick Way to Edit

To quickly edit a sequence:



1. Click **Play Past Out** on the Bin Trimmer window.
2. Play the clip.
3. Mark an In point.
4. Mark an Out point.
5. Copy to the Timeline by pressing **C** on the keyboard while the clip is playing.
6. Repeat steps 3-5 to continue your edits.



---

*Chapter 6 Trimming Your Clips*

## ***Fine Tuning and Advanced Editing***

Once you have clips in the Timeline, NewsEdit LT has several features that help you fine-tune your sequence.

This chapter discusses how to:

- Rearrange clips within a sequence
- Change the editing mode or use Quick Edit mode
- Split clips
- Lift clips from the timeline
- Delete clips
- Insert filler between clips
- Create a Fit To Fill
- Add a freeze frame
- Vary the speed of a clip
- Create a split edit
- Use Control Track and Match Frame



## Moving Clips in the Timeline

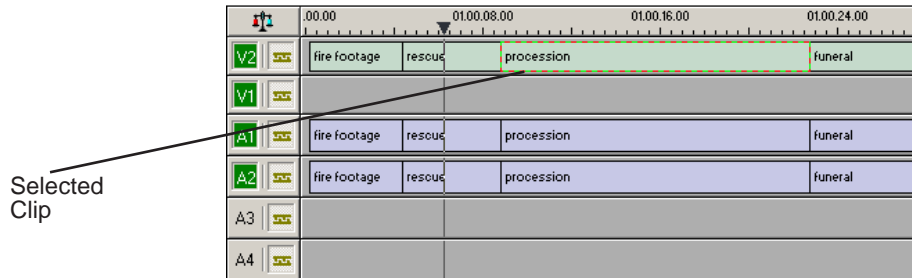
When you move clips in the Timeline, the result differs slightly based on the current edit mode. If you are in Overwrite Edit Mode, a moved clip covers other clips. If you are in Splice Edit Mode, a moved clip pushes other clips out.

To move a clip:



1. Press **1** on your keyboard to choose the Timeline Tool.
2. Click once on the clip in the Timeline you want to move.

An outline appears around the clip you selected.



3. Drag the clip to its new location.

You can also use the following keyboard keys to move clips:

Keyboard Keys	Function
Numberpad <b>4</b>	Moves the selected clip one frame to the left on the Timeline.
Numberpad <b>6</b>	Moves the selected clip one frame to the right on the Timeline.
<b>Ctrl</b> + Numberpad <b>4</b>	Moves the selected clip 10 frames to the left on the Timeline.
<b>Ctrl</b> + Numberpad <b>6</b>	Moves the selected clip 10 frames to the right on the Timeline.
<b>Z</b>	Moves the selected clip to the previous cut point.
<b>X</b>	Moves the selected clip to the next cut point.

## Moving Audio Clips

You can move an audio clip to any of the eight NewsEdit LT audio tracks.

To move an audio clip to a different track:

- Drag the audio clip to the desired track.






## Changing the Editing Mode

The Timeline has three editing modes — Overwrite mode (the default), Splice mode, and Fit To Fill, a special mode for creating motion effect clips.

For the first edit and for adding one clip after another, you can use either Overwrite or Splice mode. The difference between these modes is important when you revise and fine tune your sequence, as described in the table below.

Once you use these modes to edit clips to the sequence in your Timeline, you can move clips forward or backward within your sequence or use the Trim tool to trim transitions or to produce split edits.

The NewsEdit LT editing modes are:

Tool	Icon	Keyboard Key	Description
Overwrite		F9	Replaces existing sections of the sequence with new material, leaving the sequence duration unchanged. Similar to an insert edit in a tape-based system.
Splice		F10	Splices a clip between two existing clips in the Timeline by moving the two clips apart and inserting the new clip in between them. All clips after the edit point move downstream and lengthen the sequence.
Fit To Fill		F11	Fits a clip into a duration you specify in the Timeline.

## Using Quick Edit Mode

Quick Edit mode switches you to the Source Tool after an edit to the Timeline, which is good if you prefer to lay down all of your edits and then go back and review your sequence.

To use Quick Edit:



1. Press **2** to select the Source tool.



2. Click the **Quick Edit** button.

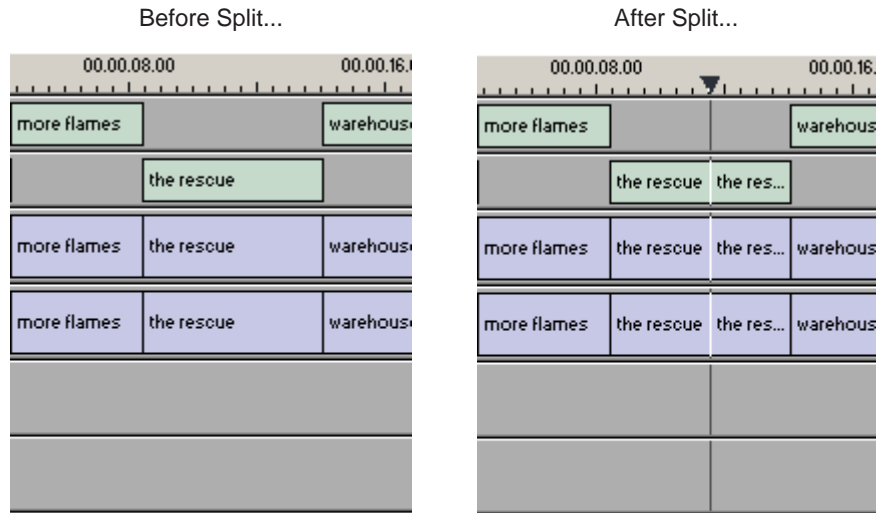
You are now in Quick Edit mode.

To stop Quick Editing, click the Quick Edit button again.



## Splitting Clips

You can split an existing clip into two clips. For example, you can insert new material between two split sections or split a clip and remove a piece of it to tighten the sequence.



To split a clip:

1. Press **1** on your keyboard to choose the Timeline Tool.
2. Drag the cursor to the spot where you want to split the clip.

You can also use the **A**, **S D**, and **F** keys to find the split point.



3. Press **\** on the keyboard or click the **Split Clip** button on the Timeline toolbar.

The clip splits in two.

To split only one of the tracks (for example, split the Video track and leave A1 and A2 intact), deselect the track button at the left of the Timeline for tracks you want to be unaffected by the split.

## Lifting Clips From the Timeline

You can lift a clip out of a sequence to replace it, or remove a piece of a clip from a sequence after splitting it. Black or silence replaces the lifted portion.



To lift a clip:



1. Press **1** on your keyboard to choose the Timeline Tool.
2. Click once on the clip you want to lift.
3. Press **]** on the keyboard or click the **Lift Clip** button on the Timeline toolbar.



The clip disappears from the sequence.

To fill in the gap created by lifting a clip:

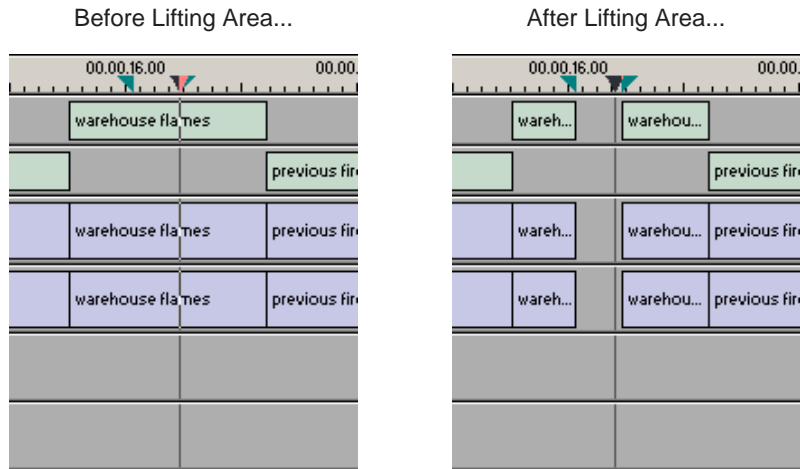
- Select the first clip after the gap and press **0** on the keyboard or select **Collapse Sequence** from the Command menu.

The hole to the left of the selected clip closes. You can also use the **Delete** key to completely remove the clip and close the gap in a single step.



## Chapter 7 *Fine Tuning and Advanced Editing*

You can also lift an area of the sequence that includes parts of adjoining clips.



To lift an area:



1. Press **1** if you are not already in the Timeline Tool.
2. Select the area to lift by marking and In and an Out point.



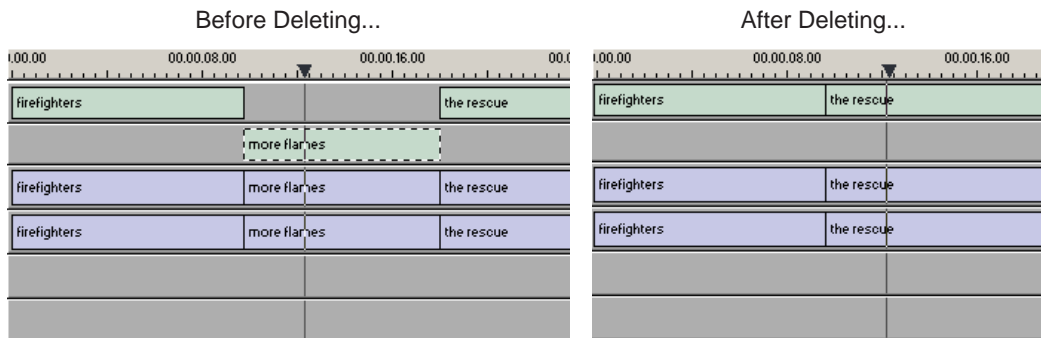
3. Press **Ctrl +]** on the keyboard or hold down the **Ctrl** key while clicking the **Lift Clip** button.

You can also right-mouse click in the Timeline and select **Lift Area**.

## Deleting a Clip from Your Sequence

Instead of lifting a clip from the Timeline, which leaves black and silence, you can delete a clip and close the gap between the remaining clips in the sequence.

Before deleting an individual track on a clip, be sure to deselect the tracks you don't want to delete by clicking their track indicators on the Timeline.



To delete a clip:

1. Press **1** on your keyboard to choose the Timeline Tool.
2. Click once on the clip in the Timeline that you want to delete. Press the **Ctrl** key to select multiple clips.
3. Press **Delete** on your keyboard.

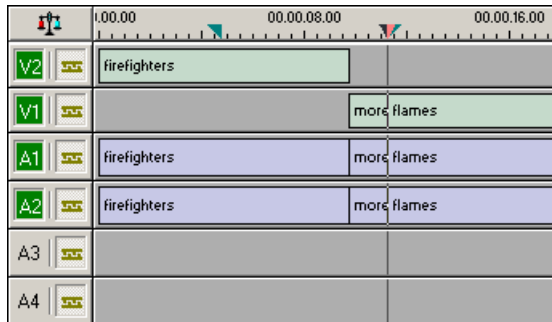
The clip disappears from the Timeline.



## Chapter 7 Fine Tuning and Advanced Editing

You can also delete an area of the sequence, which can include parts of adjoining clips.

Before Deleting an Area...



After Deleting an Area...



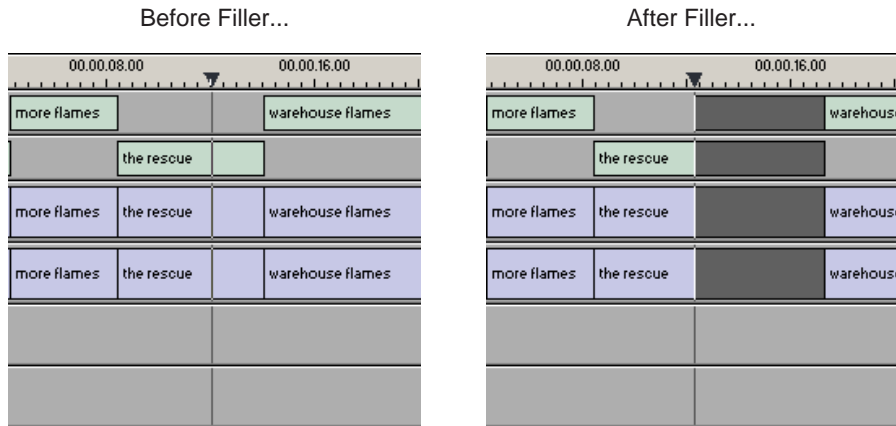
To delete an area:

1. Press **1** on your keyboard to choose the Timeline Tool.
2. Select the area to delete by marking an In and an Out point.
3. Press **Ctrl + Delete** on the keyboard or hold down the **Ctrl** key while clicking the **Delete** button.

You can also right-click in the Timeline and select **Delete Area**.

## Inserting Filler Between Clips

With NewsEdit LT, you use filler to place a gap between two shots or to create a dip to silence in the sequence. You can also use filler to serve as a placeholder for late-arriving material. Inserting filler is both track and edit mode specific.



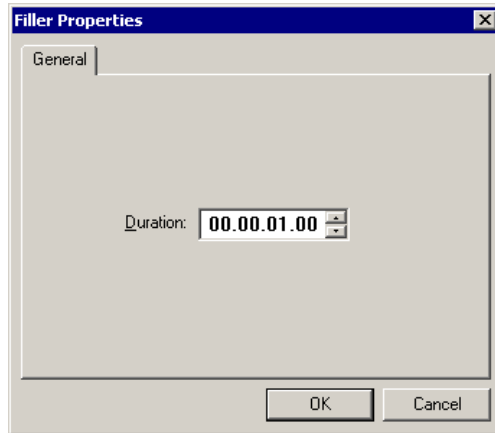
To insert filler:

1. Press **1** on your keyboard to choose the Timeline Tool.
2. Click once on the clip, at the point before you want to insert filler.



3. Right-click and select **Insert Filler**.

The Filler Properties window appears:



4. Enter a duration for the filler and click **OK**.

The Timeline updates with the filler inserted into the sequence.

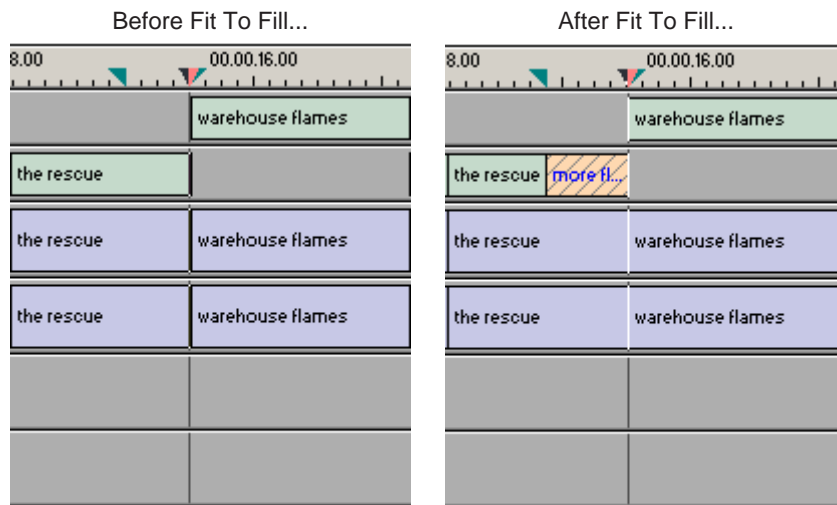
***NOTE:*** You can also insert filler between **Mark In** and **Mark Out** points on all tracks that are active. You cannot add a transition effect between a clip and filler.



## Creating a Fit To Fill

You can create a Fit To Fill between sequence clips. When you use Fit To Fill, NewsEdit LT compares the marked source clip's duration to the target duration you mark in the Timeline and adjusts the clip speed to match the target duration.

Fit To Fill only works with a clip that already exists in your Bin.



To create a Fit To Fill:

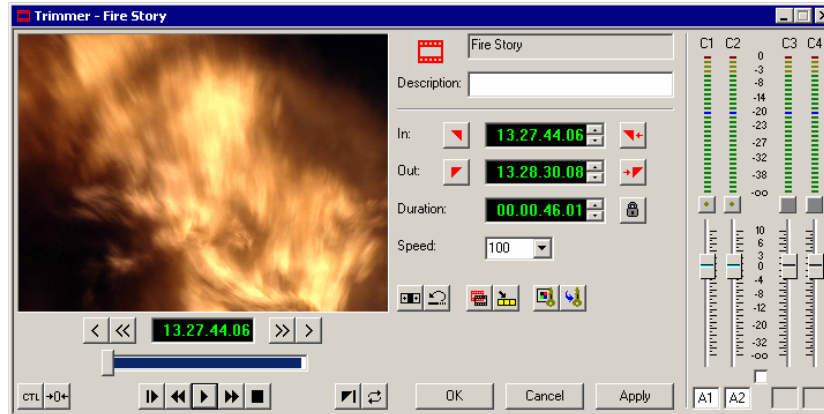


1. Press **9** on the keyboard or click the **Fit to Fill** button in the Timeline toolbar.
2. Mark In and Out points in the Timeline for the area to be filled.
  - To Mark In, move the cursor to the desired clip beginning and press **I** on the keyboard.
  - To Mark Out, move the cursor to the desired clip end and press **O** on the keyboard.



3. In the Bin, double-click on the clip you are using for the fill.

The Bin Trimmer window appears:



4. Mark the selection you want to use by marking an In and Out point.
5. Press **C** on the keyboard or click the **Copy to Timeline** button.  
A new clip appears in the Timeline covering the space you indicated.
6. Click **Cancel** to close the Bin Trimmer window.
7. Clear the Mark In and Mark Out points for the new clip by pressing **P** and **[** on the keyboard.
8. Play the sequence to determine if the Fit to Fill works in your sequence.
9. Turn off Fit To Fill mode.

You can also create a Fit To Fill from the Bin Source.

***NOTE:** If you have a clip in the Bin that's trimmed the way you want it, you can drag it to the Timeline while in Fit To Fill mode and to automatically fill the area between the Mark In and Mark Out points.*

***TIP**—You can create a freeze frame by setting the In and Out points to the same position.*

## Adding a Freeze Frame To Your Sequence

You can create a freeze frame to use in your sequence; you might typically use a freeze frame at the end of a clip to hold the image.

To add a freeze frame to your sequence:

1. Select a clip.
2. Move the cursor to the frame you want to freeze.
3. Press **F3** on the keyboard or right-click and select **Match Frame to Bin**.

The viewing monitor displays the frame from the source. See “Using Match Frame” on page 126 for more information.



4. Mark an In point where you want the frame to occur.
5. Click **Enable variable speed controls** and select **0**.
6. Press **F12** to start recording.
7. Press the **spacebar** to stop recording when you have enough media.

The freeze frame appears as a new clip with an unrendered image.

You can also create a freeze frame by setting the play speed of a clip already on the Timeline to zero. The system uses the Mark In point as the freeze frame.



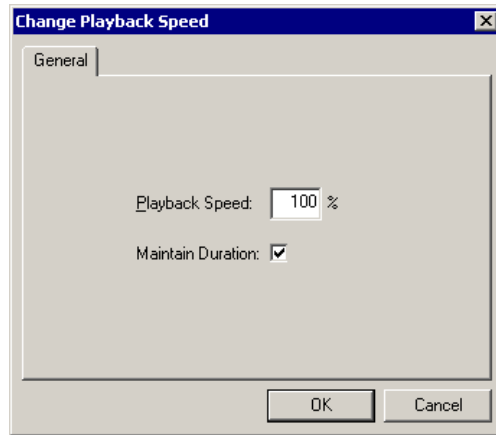
## Varying the Speed of a Clip

You can vary the clip speed to create slow or fast motion effects in a sequence.

To vary the speed of a clip:

1. Click once on the clip you want to change.
2. Right-click on the video track for the clip and select **Play Speed**.

The Change Playback Speed window appears:



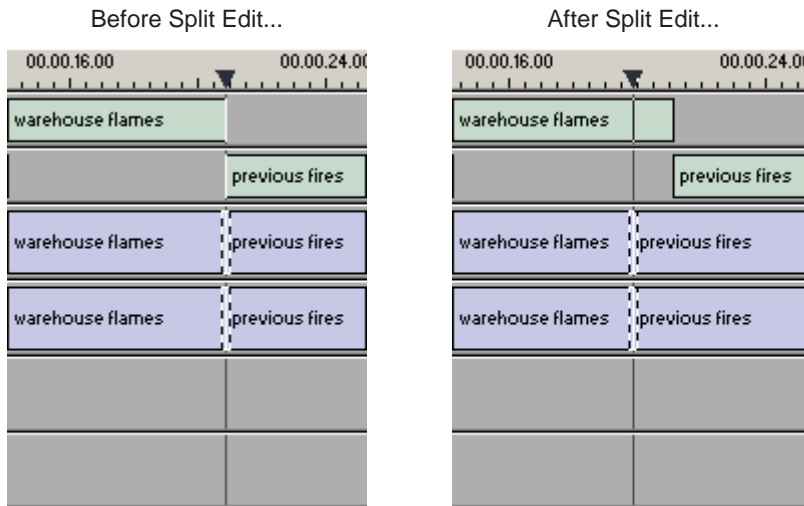
3. Enter a new speed percentage for the clip.
4. To keep the clip duration constant, check the **Maintain Duration** box.
5. Click **OK**.

The play speed of the clip changes.

To check a clip's play speed, right-click on the clip and select **Play Speed**.

## Creating Split Edits

The Cut Point Edit Tool provides a way to create split edits, which allow you to trim one track without affecting other tracks. Split edits are useful if you want to have the audio track start before the video track or extend past the video.



To create a split edit:



1. Press **4** to select the Cut Point Edit Tool.
2. Deselect any tracks you don't want to split off.

For example, to split off the video track, deselect the audio tracks.

To deselect a track, click once in the track indicator on the Timeline.



3. Click the **Trim Both** button.
4. Trim the cut points as described in “Changing Cut Points” on page 104.  
The Timeline updates to reflect the split.



## Using Control Track

Control track lets you see the actual count of a clip or piece of tape instead of using timecode. Control track is available in the Timeline and Source Tools.

To use control track:



- Click the **Control Track** button.

The timecode field changes and the text becomes yellow. To switch back to viewing the timecode, click the **Control Track** button again.

To reset the control track to zero:



- Click the **Reset Control Track** button while in Control Track mode.

## Using Match Frame

NewsEdit LT can match frames on the Timeline with the input source. Use Match Frame if you need to add more material at the beginning or end of a clip.

You can Match Frame to either the Bin or Source.

### Match Frame to Bin

Match Frame to Bin finds a frame you select from the Timeline and loads it in as a clip source.

To match frame to the Bin:

1. Select a clip on the Timeline.
2. Select the frame you want to match.
3. Press **F3** on the keyboard.

NewsEdit LT finds the frame on the clip and loads it as a clip source.

## **Match Frame to Source**

Match Frame to Source finds a frame you select from a Timeline input source and loads it into the Source Tool, using that frame as the Mark In point.

To match frame to the Source:

1. Select a clip on the Timeline.
2. Select the frame you want to match.
3. Press **F4** on the keyboard.

NewsEdit LT finds the frame on the source and loads it into the Source Tool as a new Mark In point.

4. To view the frame source, Press **F7**.

To use this footage in a clip, press **F12** to record to the Timeline.



---

*Chapter 7 Fine Tuning and Advanced Editing*



## *Adding and Adjusting Audio*

NewsEdit LT allows you to adjust many aspects of the audio tracks in your sequence and add additional audio tracks to your sequence.

While NewsEdit LT can only record four audio tracks, you can edit up to eight tracks. The Audio Mixer Tool adjusts levels and pan for individual edits in a sequence, for entire clips, or for entire audio tracks. You can also connect an external mixer to NewsEdit LT.

This chapter discusses how to:

- Use the Audio Mixer Tool
- Change audio levels in a clip
- Monitor audio tracks
- Adjust audio gain
- Ride audio on the fly
- Crossfade audio

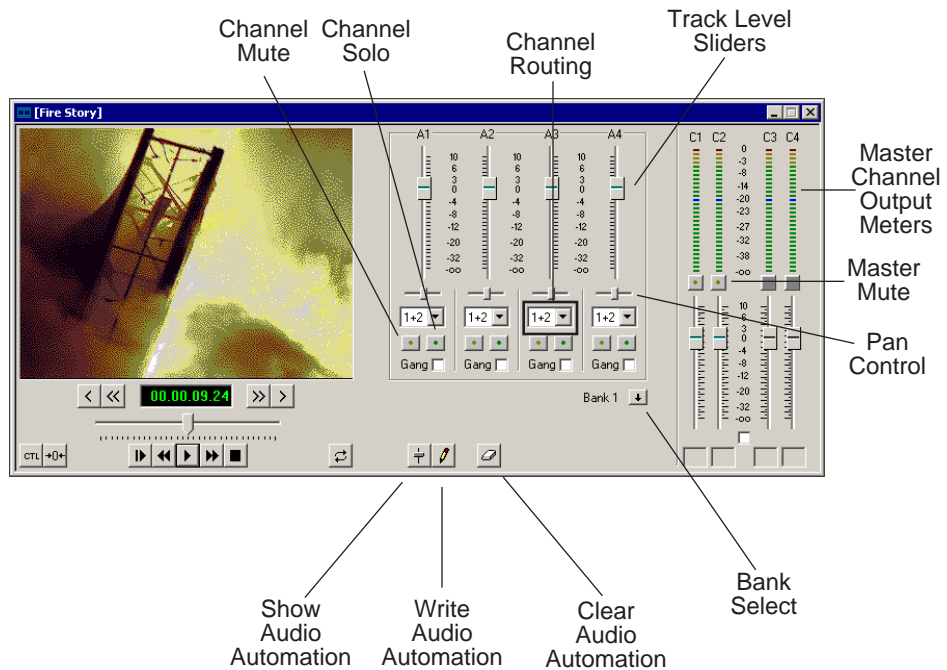


## Using the Audio Mixer Tool

To edit audio, use the Audio Mixer Tool.



To select the Audio Mixer Tool, press **6** on your keyboard or click the **Audio Mixer Tool** button in the Timeline Toolbar.



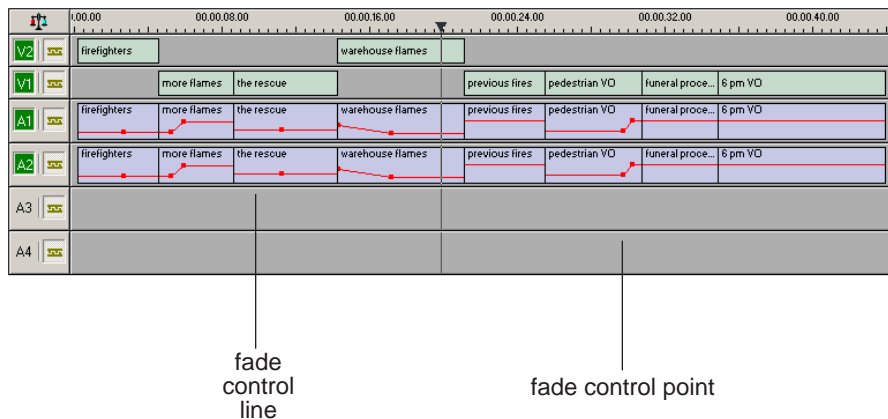
## Changing Audio Levels in a Clip

You can adjust the audio levels within a clip by adding and manipulating fade control points in the Timeline, which is known as rubber banding.

To change the audio level in a clip:

1. Press **6** on the keyboard to select the Audio Mixer Tool.

The Timeline shows a red fade control line through each audio track.



2. To adjust the audio level in a clip, do one of the following:

- To adjust a specific point in a clip, click on the red line to create a fade control point. Using the fade control point as a pivot, click on another point in the audio track and drag the red line to raise or lower the level.
- To raise the sound level for the entire track in a clip, click the fade control line and drag it up in the track. If fade control points exist, you need to click on a point before raising the level.
- To lower the sound level, click the fade control line and drag it down.

If your audio levels are still too low or too high after adjusting the fade control line to its maximum or minimum value, you can make further adjustments by changing the audio gain. See “Adjusting Audio Gain” on page 138.



## Removing Fade Control Points

To remove a single fade control point, press **Ctrl + click** on the fade control point. Notice that the cursor changes to a red hand, allowing you to click and remove the control point.

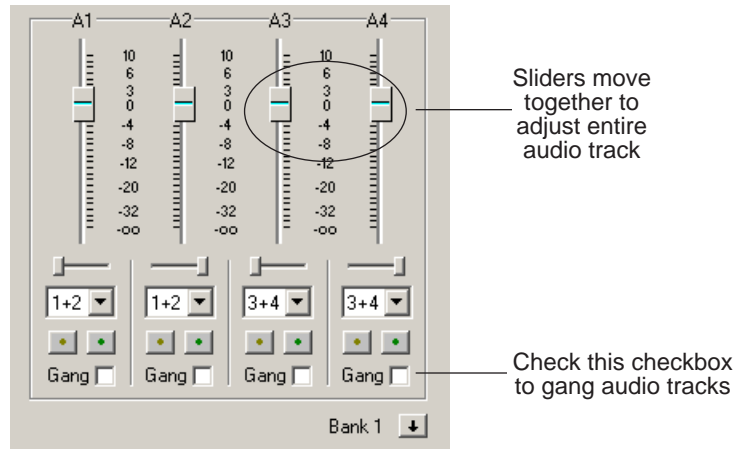
To remove all of the fade control points, right-click within the audio clip and select **Clear Fade Control Points**.

## Ganging and Adjusting Multiple Audio Tracks

Instead of adjusting multiple tracks individually, you can gang and adjust multiple tracks at the same time.

To adjust multiple audio tracks:

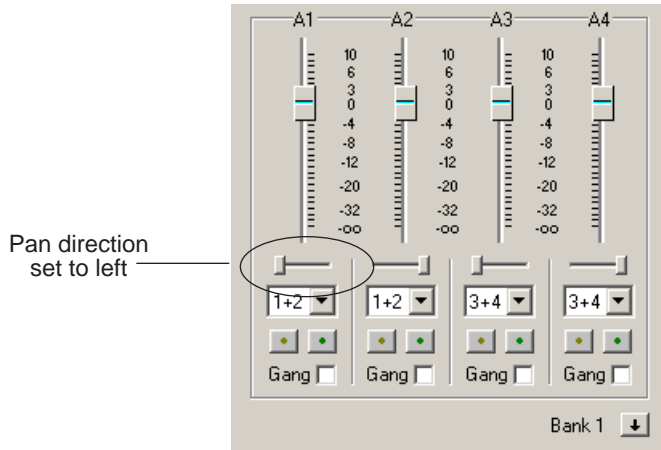
1. In the Audio Mixer Tool, check the **Gang** checkbox for each track you want to adjust.
2. Move the slider up or down to set the track volumes.



To turn off ganging, uncheck the checkboxes.

## Setting the Pan Control

The pan control adjusts sound location. By default, odd-numbered channels pan to the left and even-numbered channels pan to the right.



Changing the pan direction affects the entire track in a sequence.

To change the pan direction:

- Drag the pan slider for an audio channel to the right or left position.

To set the pan direction to center, press **Alt + click** on the pan slider.



## Monitoring Audio Tracks

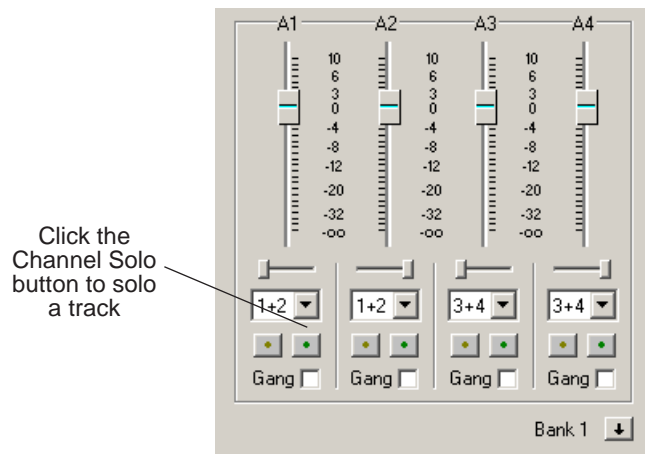
By default, NewsEdit LT monitors all audio tracks in a sequence. However, you can specify the tracks to monitor using the Solo and Mute buttons.

### Soloing a Track

When you Solo a track, all other audio tracks mute until you turn off the Solo feature. You can also Solo multiple tracks if you wish.

To Solo one or more tracks:

- In the Audio Mixer Tool, click the **Channel Solo** button for each track you want to Solo.



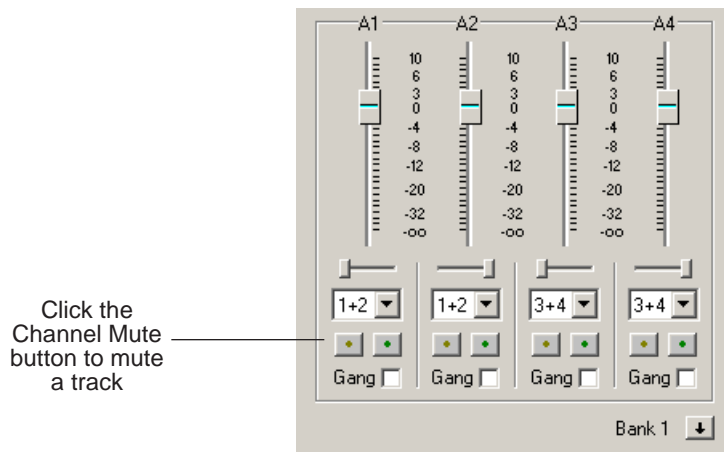
To turn off Solo, click each Channel Solo button again.

## Muting Tracks

Muting is the opposite of Soloing. When you mute one or more tracks you hear only the unmuted tracks until you deactivate Muting. Muting is useful when recording voice-overs to the Timeline.

To Mute one or more tracks:

- In the Audio Mixer Tool, click the **Channel Mute** button for each track you want to mute.



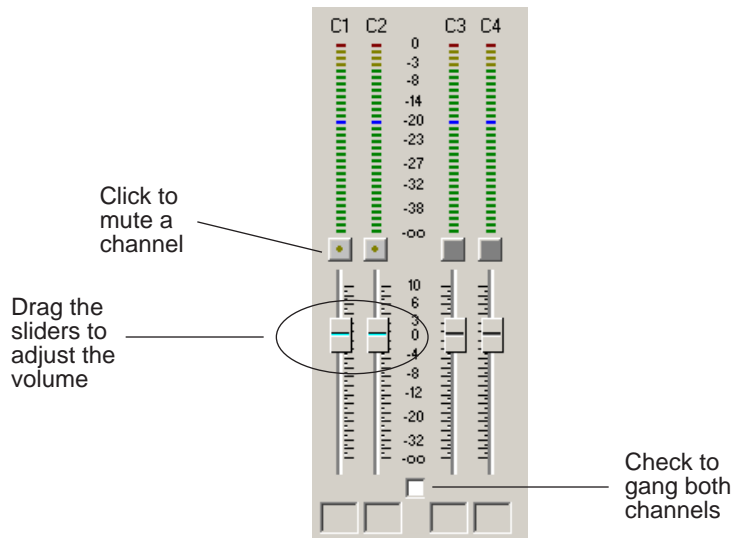
To turn off Muting, click each Channel Mute button again.



## Using the Master Audio Sliders to Set Output Level

You can use the Master Audio Sliders to adjust the output level for your final sequence. When you output audio, the eight audio tracks are mixed down to four or fewer tracks. The pan direction determines how tracks are mixed.

By default, odd-numbered tracks mix to channel one and even-numbered tracks mix to channel two of your output sequence.



To use the Master Audio Sliders:

- Drag the level slider up or down for each channel to set the output volume. Check the Master Gang box to adjust both channels simultaneously.

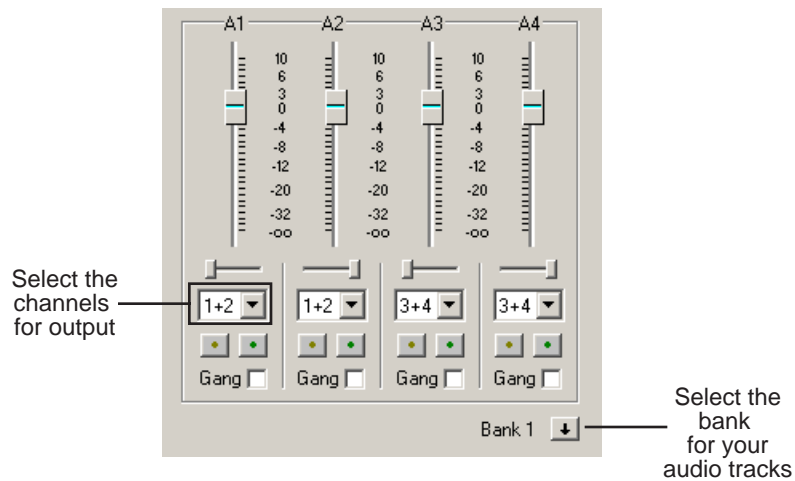


## Channel Routing

You can select where the audio tracks of your sequence output by specifying the number of output channels and routing the channels.

For a two-channel system, the channels route by default as follows:

- If the pan control is in the left position, output routes to channel 1.
- If the pan control is in the right position, output routes to channel 2.
- If the pan control is in the center position, output routes to all channels.



To change the channel routing:

- Click the arrow next to the **Channel Routing** field for each audio track you want to change and select a new setting.

You can select from **1+2**, **3+4**, or **All**. If you have more than four audio tracks in your sequence, click the **Bank Select** arrow to move to Bank 2 and then make your changes for tracks A5 through A8.



## Adjusting Audio Gain

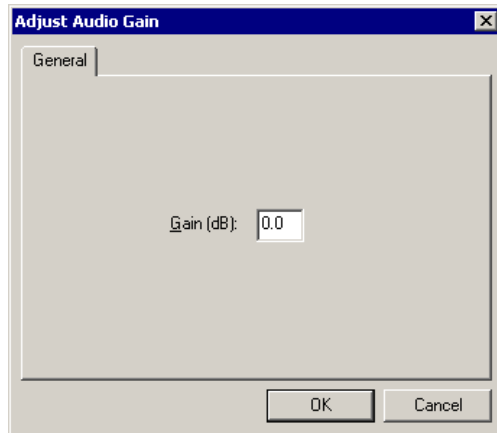
NewsEdit LT lets you adjust the audio levels within a clip in your sequence. Audio may record in at levels that are too low or too high. The Audio Gain feature lets you compensate by adjusting the clip. You can adjust the audio between -41 dB and +10 dB.

To adjust an audio clip, you can use the Timeline Tool, the Trim Tool, or the Audio Mixer Tool.

To adjust the audio gain in a clip:

1. Select the clip you need to adjust.
2. Right-click in the appropriate audio track.
3. Choose **Adjust Audio Gain**.

The Adjust Audio Gain dialog box appears:



4. Enter a new value for the audio gain:
  - To lower the gain, enter a value preceded by a minus sign, such as -5.
  - To raise the gain, enter a value, such as 5.
5. Click **OK**.

The new value appears for the audio clip.

## Using Audio Automation

You can use Audio Automation to adjust volume on the fly while a sequence is playing. You can then go back and adjust the fade control points for each level.

To use Audio Automation:



1. Press **6** on the keyboard to select the Audio Mixer Tool.
2. Click the **Write Audio Automation** button.
3. Click in the Timeline where you want the audio automation to start.
4. Press **F10** or click **Play** to play the sequence.
5. As the sequence is playing, click on the audio slider in the appropriate channel and raise or lower it.
6. When you reach the end of the sequence, press the **spacebar** to stop.

The automation appears as fade control points in the audio tracks.

## Showing Audio Automation

When you play a sequence with Audio Automation, you may want to see the audio sliders moving along with the video, which show you the audio changes you made while recording.

To show Audio Automation:



- Verify that the **Show Audio Automation** button is activated in the Audio Mixer Tool.

When you play the sequence, the sliders move along with it. If you need to do any fine-tuning, you can move any of the fade control points once the sequence has stopped playing.

If you play a sequence without Show Audio Automation on, you see the fade control points from the automation, but the sliders don't move during playback.



## Removing Audio Automation

You can remove an individual fade control point or all points in a sequence.

To remove a single fade control point:

- Press **Ctrl + click** on a fade control point to remove it.

The cursor changes to a red hand, allowing you to click and remove the control point.

To remove all of the fade control points:



- Click **Clear Audio Automation**.

All of the audio fade control points disappear.

## Crossfading Audio

NewsEdit LT lets you create audio crossfades between any two edit points in your sequence using the Transition Tool. See “Adding Audio Crossfades” on page 148 for instructions.

## ***Adding Transitions to Your Sequences***

NewsEdit LT lets you create a variety of transitions between clips in your sequence. Adding transitions to your sequences can add visual interest, avoid a bad edit between two shots, or slow a change between two shots for a pacing effect.

Video transition effects include dissolves, pushes, and slides. You can also create crossfades on the audio tracks in your sequence.

This chapter discusses how to:

- Use the Transition Tool
- Work with different transition types
- Add transitions between edit points
- Add audio crossfades to your clips

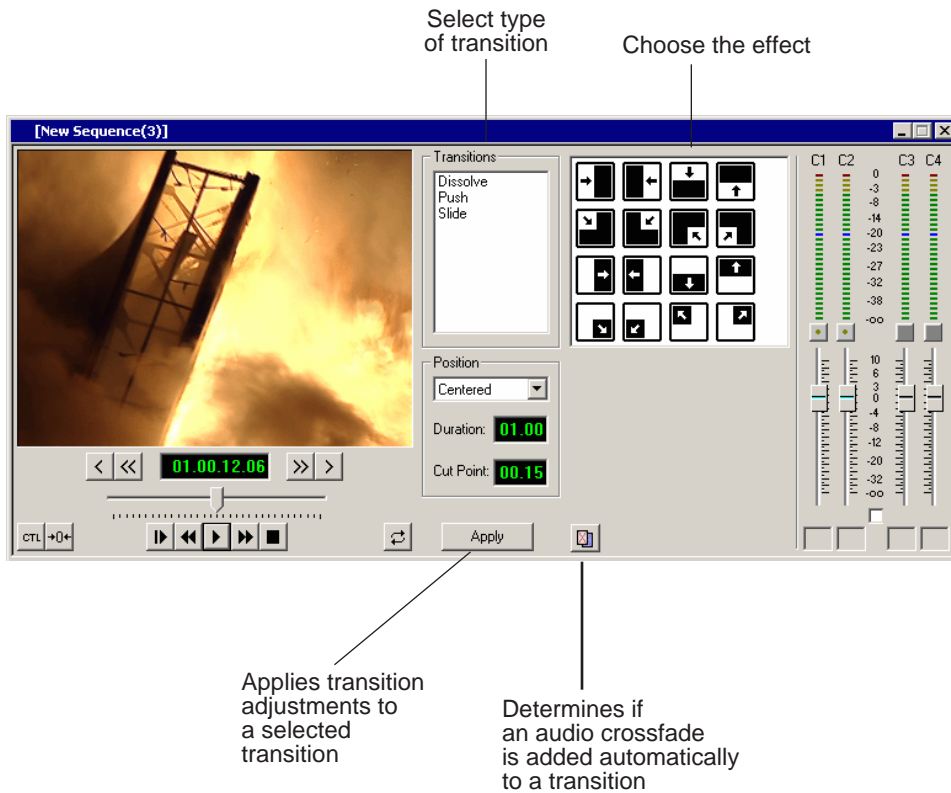


## Using the Transition Tool

To create transitions or audio crossfades, use the Transition Tool.

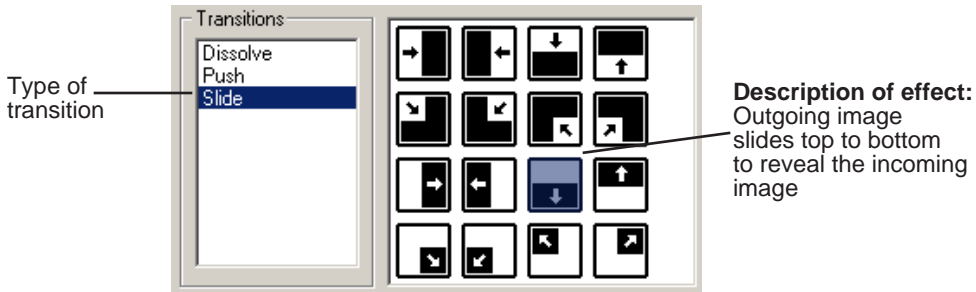


To select the Transition Tool, press **5** on your keyboard or click the **Transition Tool** button in the Timeline Toolbar.

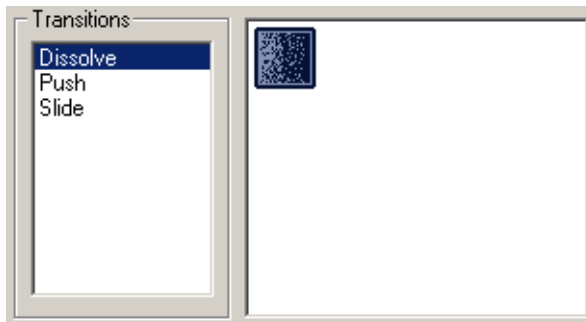


## Describing Transition Types

NewsEdit LT has three types of transitions—dissolves, pushes and slides, described below. For a transition description, double-click its effect icon.



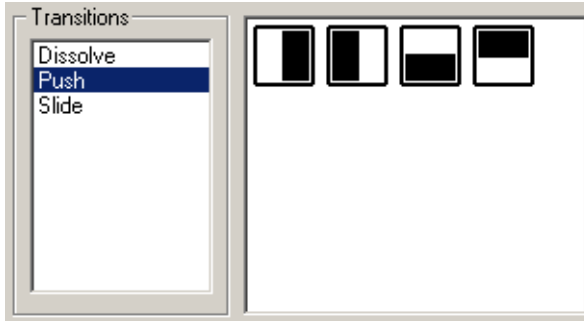
## Dissolves



A dissolve fades the existing image as the new image becomes visible in its place. You cannot specify the direction or kind of dissolve.



## Pushes



A push moves the second image in the direction chosen onto the screen, looking like the first image is “pushed” out of the way.

## Slides



A slide moves either the old image or the new image. The old image moves to reveal the new image or the new image moves to conceal the old image.

A black arrow indicates the direction and path the second image takes moving into the frame. A white arrow indicates a reverse slide, where the first image slides to reveal the second image.



## Adding Transitions to Your Sequences

You add transitions between clips in your sequence. You need to have handles on your clips in order to apply a transition.

When you create a transition, NewsEdit LT places it on the Timeline as an unrendered effect. Before you send the sequence to another video server, you need to render all effects.

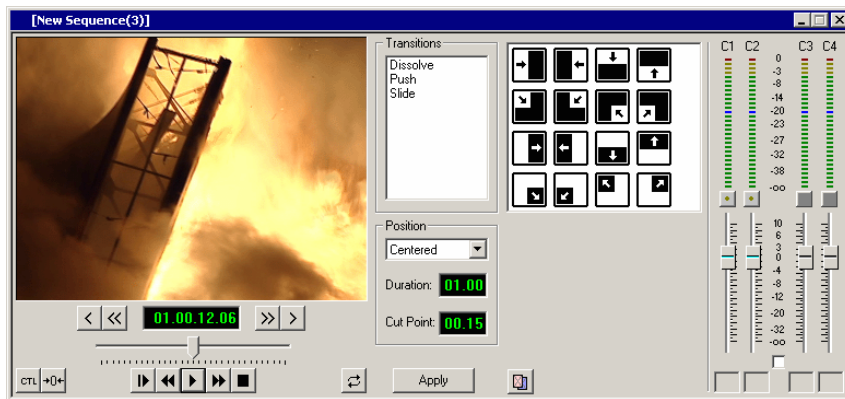
### Creating a Transition

You create each of the three kinds of transitions in the same way.

To create a transition:

1. Press **5** on your keyboard to select the Transition Tool.

The Transition window appears:



2. Click on the transition type and then on the icon for the effect you want.
3. In the Settings area, choose the **Position** of the transition from these choices:
  - **Centered**—Centers the transition across the cut point (default).
  - **End at Cut**—Ends the transition at the cut point between clips.
  - **Start at Cut**—Starts the transition at the cut point between clips.
  - **Custom**—Lets you set the position by typing it in the Cut Point field. If you don't have enough handle material to complete the custom position you set, NewsEdit LT completes as much of the positioning as it can.



## Chapter 9 Adding Transitions to Your Sequences

4. Enter the **Duration** of the transition.

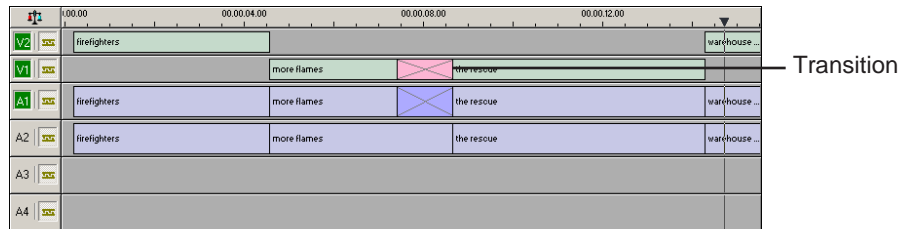
The default duration is 15 frames.

5. Move the mouse over the cut point between the two clips.

The cursor turns into a red X.

6. Click the mouse once to place the effect.

The transition appears on the Timeline as a pink box with diagonal lines in it, indicating the transition is unrendered.



When you play the sequence in the Timeline, you see the transitions in the Video window.

***NOTE:*** You need the *Real-Time Preview Option* to see transitions when you play a sequence before rendering it. If you don't have this option, you need to render all transitions before you can view them.

## Changing Transitions

You can change a transition from one type to another or change the properties of the transition.

To change a transition:

1. Click once to select the transition on the Timeline.

A red and green dotted border appears around the transition indicating its properties are displayed in the Transition Tool.

You can select multiple transitions (by pressing **Ctrl +** clicking on each transition) and apply changes to all of the transitions at once. If you have more than one transition selected the red and green dotted border appears only around the transition for which the properties are displayed.

2. Make any changes—type of transition, type of effect, transition position, duration, or border.
3. Click **Apply**.

The new transition replaces the old one on the Timeline.

***NOTE:** Double-clicking on a transition in the Timeline from any tool selects the Transition Tool and shows the transition's properties.*

## Rendering Transitions

When you create a transition over two clips, NewsEdit LT places it on the Timeline as an unrendered object. Before you send the sequence to another video server, you need to render each of the transitions.

You can render a transition anytime after creating it, and you can render a selected transition or all transitions in your sequence.

To render a single transition:

1. Double-click once in the Timeline to select the transition.
2. Click **Render** on the Main Toolbar.



To render all transitions, click **Render All** on the Main Toolbar. A window appears, showing the rendering progress.



## Deleting Transitions

Sometimes you need to delete a transition on the Timeline.

To delete a transition:

1. Click on the transition to select it.

To delete several transitions at once, hold down the **Ctrl** key on the keyboard, then click on each transition you need to delete.

2. Press **Delete** on the keyboard.

The transition disappears from the Timeline.

## Adding Audio Crossfades

If you want to soften the transition between two audio clips, you can add an audio crossfade. NewsEdit LT lets you create audio crossfades between any two edit points in your sequence. Apply crossfades to only the audio tracks in a clip or with each video transition you create.

### Applying Crossfades to the Audio Tracks Only

You can apply the audio crossfade to just the audio tracks in your clip.

To create an audio crossfade:

1. Press **5** on the keyboard to select the Transition Tool.
2. Move the mouse over the cut point between the two audio clips where you want to place the transition.

The cursor turns into a red X.

3. Click the mouse once on the audio track to place the effect.

The audio crossfade appears on the Timeline as a blue box with an X in it. Audio crossfades do not have to be rendered.

## Applying Crossfades Automatically With Transitions

You can also have NewsEdit LT apply an audio crossfade each time you add a video transition effect between edit points.

To create an Audio Crossfade automatically:

1. Press **5** on the keyboard to select the Transition Tool.
2. Click the **Auto-Apply Crossfade** button.



Each time you apply a video transition, an audio crossfade occurs on the audio tracks at the same point. The audio crossfade uses the same settings you are using for the video transitions; position, duration, and cut point.

You can also adjust the settings for the audio crossfade separately from the video transition if desired. Click to highlight the transitions for crossfading, whether all or some of the audio tracks.



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*Chapter 9 Adding Transitions to Your Sequences*

## ***Sending & Storing Completed Sequences***

Once your sequence is complete, you have several output options. The most efficient method is sending the sequence to a network video server.

If you are using NewsEdit LT in a shared environment, you don't need to send sequences—since the Bin is shared, all editors can access the same clips and sequences.

This chapter discusses how to:

- Send your sequences to another NewsEdit LT or a playback server
- Record your sequences to tape
- Store your sequences on NewsEdit LT
- Create a playback list
- Archive your sequences on tape



## Sending Sequences to Another NewsEdit LT or a Playback Server

Sending your completed sequences to a playback server is the most common way to use NewsEdit LT. You can also send your sequences to another NewsEdit LT workstation or to a network server.

**NOTE:** *When using NewsEdit LT in a shared environment, you won't need to send files often since the Bin is common among editors.*

If you have a Profile Video Server, you can send your sequences to the server for almost instant playback to air. Once you establish a network between a Profile server and other NewsEdit LT workstations, you can send clips and sequences to other NewsEdit LT workstations as well as to the Profile Video Server.

You follow the same steps to send a story to any NewsEdit LT workstation or compatible playback server.

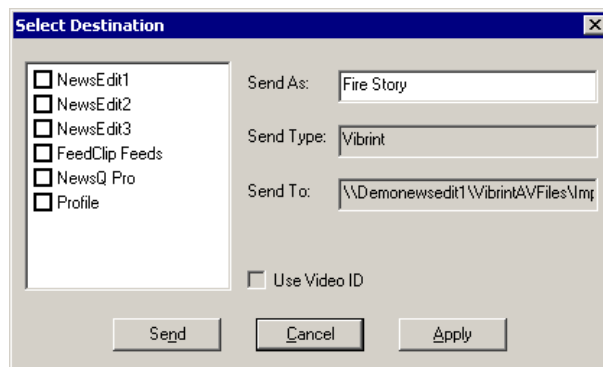
To send a completed sequence:

1. Go to the Bin and highlight the sequence you wish to send by clicking once on the sequence title.

If the sequence is open on the Timeline, you don't need to go to the Bin.

2. Press **F2** on the keyboard.

The Select Destination window appears, showing all available locations:





**NOTE:** *If you need to add another destination to your system, see “Setting Up Media Files for Sharing” on page 51 for instructions.*

3. Click on the box where you want to send the sequence.
4. If you want to change the name of the sequence, enter it in the **Send As:** field.  
You cannot change the **Send Type** or **Send To** fields.
5. Click **Send** or press **Enter** on the keyboard to send your sequence.  
A progress bar indicates sending progress.

You can use the Video ID of a sequence instead of the sequence name by selecting the **Use Video ID** box in the Select Destination window. If no Video ID appears with the sequence, that box is grayed out.

## Recording Completed Sequences to Tape

You can also record your sequences to tape. Use this to archive stories or provide a copy of a story to others not using NewsEdit LT.

Before you begin:

- Make sure that you have rendered all effects before recording a sequence to tape; non-rendered effects don't record and won't be visible on the tape.  
See “Rendering Transitions” on page 147 for instructions.
- Save your sequence and close it.
- Cue your record tape to an appropriate recording spot.

Click the **Record To Bin** button and play the tape to determine an appropriate spot to start recording.



## Chapter 10 *Sending & Storing Completed Sequences*

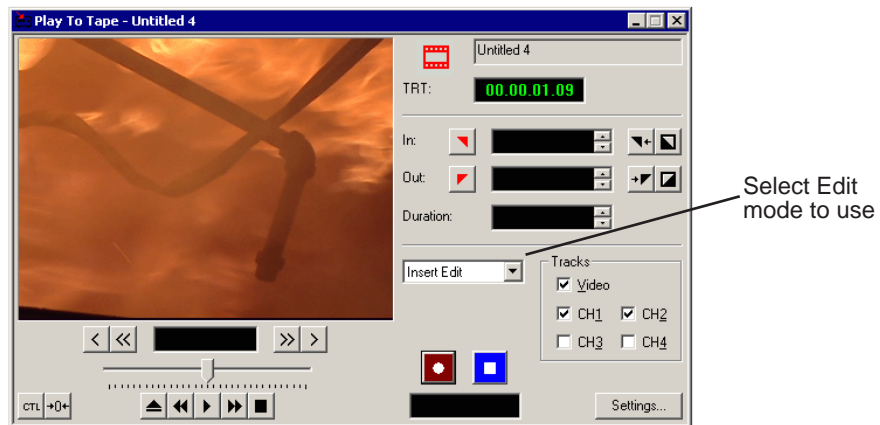
To record to tape:

1. Highlight the sequence you wish to record by clicking the sequence title in the Bin window.

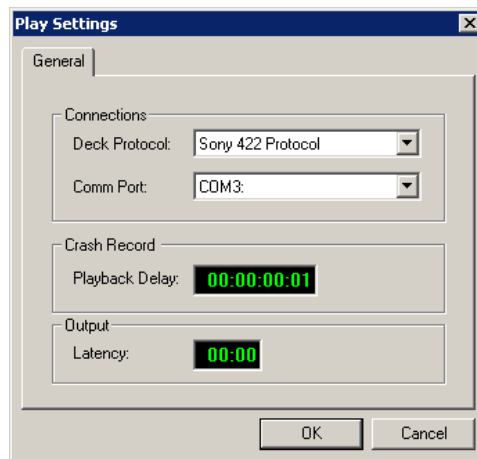


2. Click the **Play to Tape** button in the main toolbar.

The Play To Tape window appears:



3. Click the **Settings** button and verify the settings in the Play Settings window:



- **Deck Protocol**—Choose the protocol for the tape deck you are using. Choices include: Sony 422 Protocol; Sony DNW-A100; DV 1394. You only need to configure the protocol once.
  - **Comm Port**—Choose the communication port you are using for the tape deck, from COM1 through COM10. The port should be set to the same port as the Comm Port you specify for deck controls in your Source setup.
  - **Playback Delay**—Enter a playback delay if you want a delay between clicking **Record** in the Play to Tape dialog and when the playback actually begins. Playback Delay applies only to the Crash Record mode, providing time to press the Record button on the tape deck.
  - **Output Latency**—Enter a latency duration if you are using a 1394 converter and want a latency applied to your record.
4. Select an edit mode for the record:
- **Insert Edit**—Records new material at an intermediate point of an existing recording; uses the existing timecode. You can send individual tracks to the tape as well.
  - **Assemble Edit**—Records new material at the end of a pre-recorded section of the tape, changing the timecode.
  - **Crash Record**—Initiates a record without using the auto-edit function, eliminating the need for preroll; results in a record that doesn't have a frame-accurate start position.

**NOTE:** *The Insert and Assemble Edit modes work only with decks that have Auto-Edit functions. Check your tape deck's user manual to determine if it supports this feature.*



5. Mark an In point.

The timecode of the record tape shows up at the Mark In point.



6. Press **F12** on the keyboard, or click the **Record** button, to start recording.

After the sequence is done recording, the deck will stop.

7. Close the Play To Tape window.

8. Review your recorded story by clicking the **Record To Bin** button in the main toolbar.



## Storing Sequences on NewsEdit LT

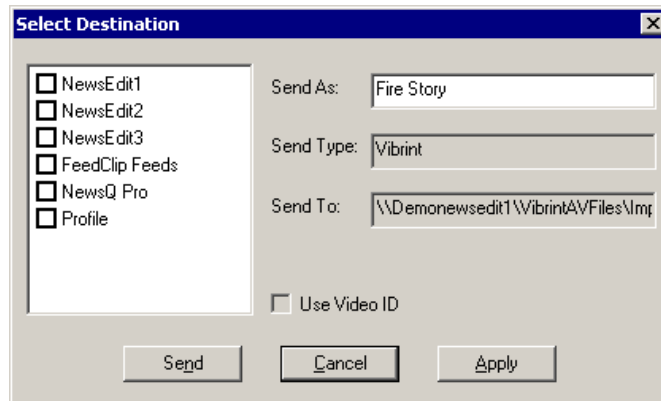
Instead of sending your sequences to a playback server, you can save them on your NewsEdit LT workstation to use later. To save a completed sequence, you send it to a bin on the same computer you are using. You can then create master clips instead of saving the entire sequence and the clips it uses.

To set up a send location for your system, see “Setting Up Send Locations” on page 45. It is a good idea to create a bin specifically for holding stored sequences, such as HFR (Hold For Release).

To send a sequence to your system:

1. Click once on the sequence title that you want to send.
2. Press **F2** on the keyboard.

The Select Destination window appears, showing all available locations:



3. Click on the box for your system.
4. Click **Send** to send your sequence.

Your sequence archives as a single clip.

To archive a sequence so it can be edited later, you must export it in an .AAF format:

- Select **File | Export | AAF**, select a location for the file, and click **Save**.

## Creating a Playback List

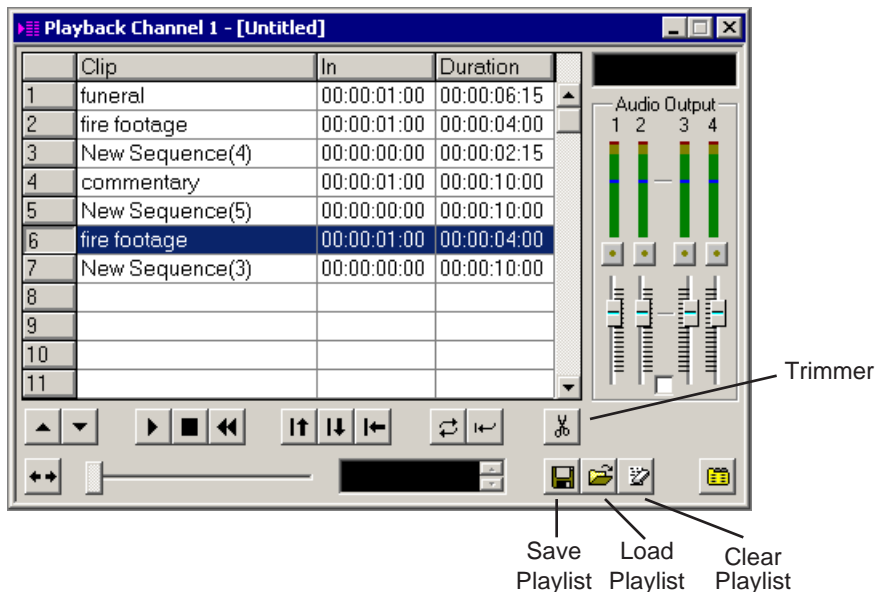
You can use NewsEdit LT's playback list feature to back up your primary playback server. With this feature, stories can be played to air from any edit bay.

If you want to send sequences directly to air from NewsEdit LT, use the Playback Channel feature. Opening a Playback Channel lets you add completed sequences in order and save the compiled list of sequences as a Playback List.

To create a playback list:

1. Choose **Channels | Open Playback Channel**.

The Playback Channel window appears:



2. Open the Bin (or bins) where the sequences reside.
3. Highlight each sequence and drag it into the numbered slots in the window.

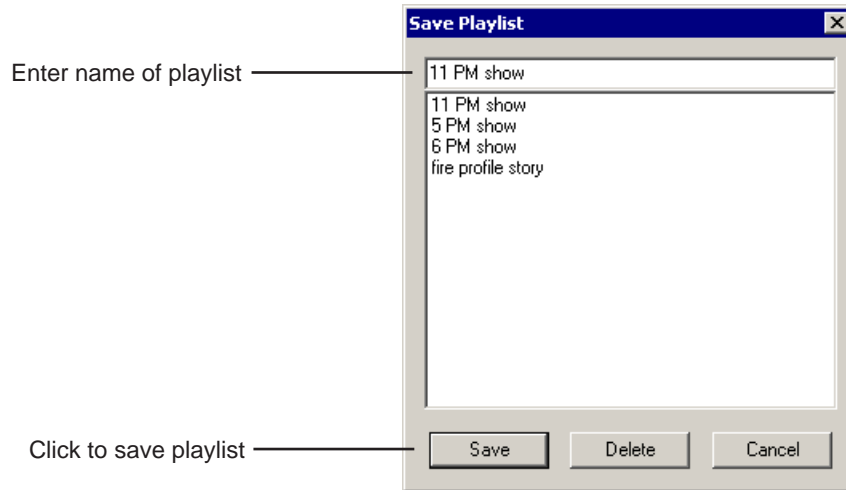


## Chapter 10 *Sending & Storing Completed Sequences*



4. When you are done adding sequences, click the **Save** button.

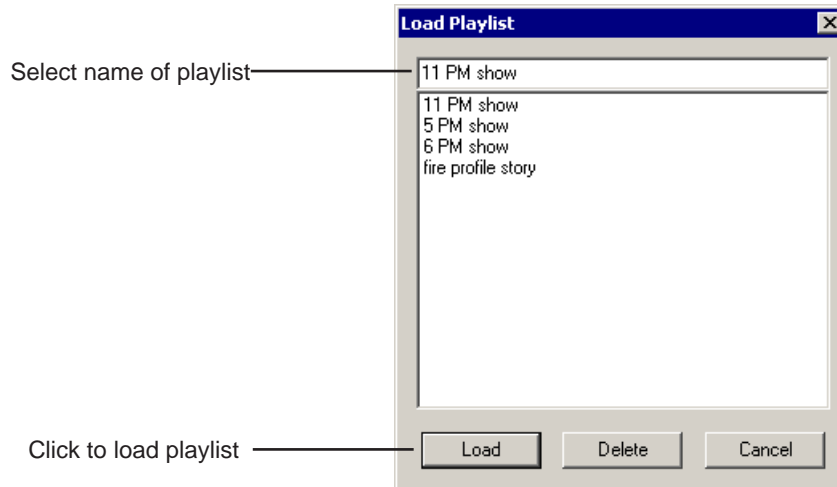
The Save Playlist window appears:



5. Enter the name of the playlist and click **Save**.

6. When you are ready to air the playlist, click the **Load** button.

The Load Playlist window appears:



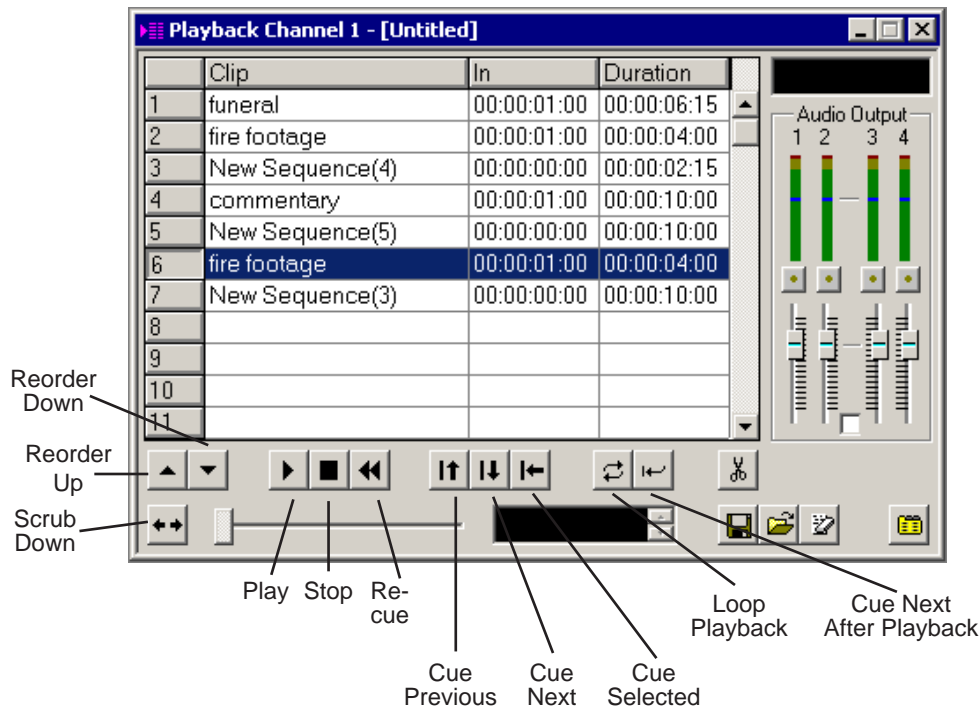
7. Select the name of the playlist you want and click **Load**.

The playlist loads into the Playback Channel window.

You can now play or review the playlist.

## Playing Sequences in the Playback List

There are several ways to view a playlist. Use the buttons below to move through the list.



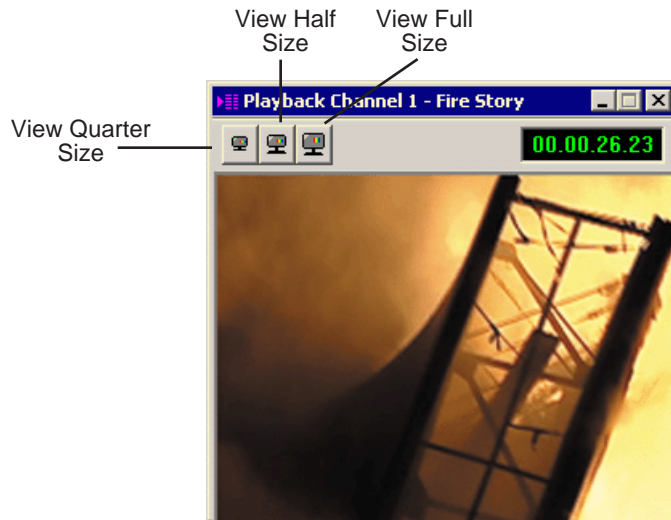
**TIP**—You can play through all sequences by pressing **Ctrl + Shift** on the keyboard and simultaneously clicking the **Play** button on the screen, which continuously loops the entire playlist. Turn **Loop Playback** off and **Cue Next After Playback** on to use this feature.



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## Chapter 10 *Sending & Storing Completed Sequences*

The Playback Channel View window displays the active clip:





## Trimming Sequences in the Playlist

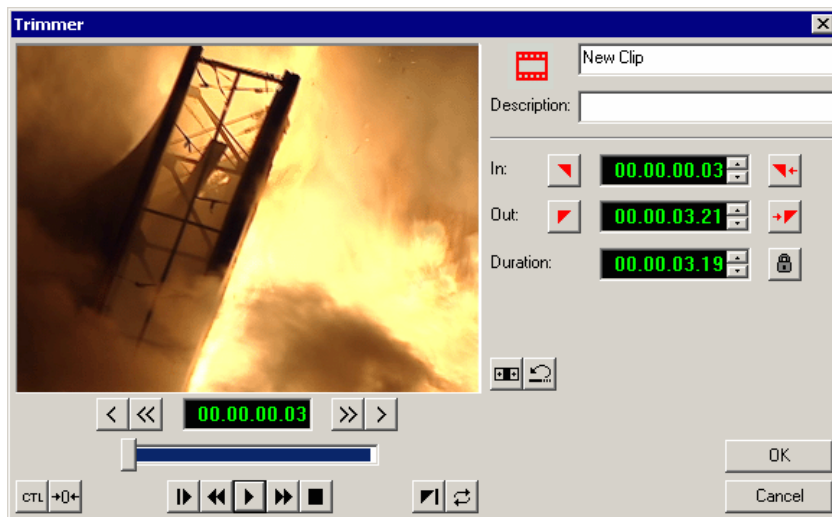
You can trim sequences in the playlist without going back to the original sequence in the bin.

To trim a sequence in the playlist:

1. Highlight the sequence you want to trim.
2. Click the **Trimmer** button in the Playback Channel window.



The Trimmer window appears:



3. Change the Mark In and Mark Out points for the clip.
4. Click **OK**.



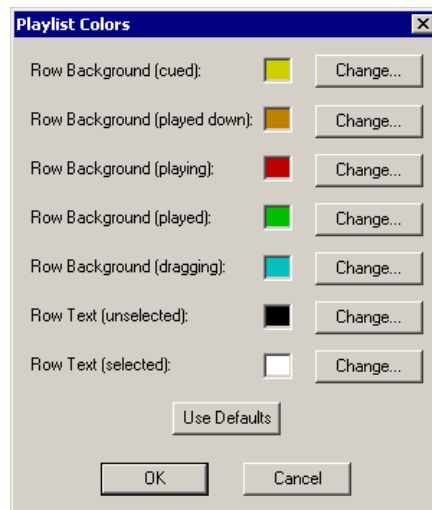
## Changing Playback Colors

In the playback list, different colors indicate the playback status of sequences.

To change the playback colors:

1. Choose **Channels | Playlist Colors**.

The Playlist Colors window appears:



2. Click **Change** for the row color you wish to change.
3. Pick the new color and click **OK**.
4. Change other colors as necessary.
5. Click **OK**.

## Archiving Sequences on Tape

The Play to Tape feature records one story at a time, though you can also record stories in groups.

To archive a group of stories, create a playlist with the selected sequences and then record the playlist to tape. It is a good idea to load a clip of black (or a countdown) for approximately 5 seconds in between each sequence. You can record a clip of black and keep it in your MISC folder in your Bin.

To archive your sequences to tape:

1. Create a playlist using the sequences you want to archive.  
See “Creating a Playback List” on page 157 for instructions.
2. Press Record on your tape deck.
3. Press the **Play** button in the Playback Channel window.



***TIP—You can play through all sequences by pressing Ctrl + Shift on the keyboard and simultaneously clicking the Play button on the screen, which continuously loops the entire playlist. Turn Loop Playback off and Cue Next After Playback on to use this feature.***















*Chapter 10 Sending & Storing Completed Sequences*














## ***The NewsEdit LT Keyboard***

This appendix lists all of the keyboard functions that control NewsEdit LT, including key combinations using the Control and Shift keys.



Appendix *The NewsEdit LT Keyboard*

Icon	Key	Name	Function
	<b>Esc</b>		Unused
	<b>F1</b>		Unused
	<b>F2</b>	Send	Lets you send a clip or sequence to another destination.
	<b>F3</b>	Match to Bin	Matches the selected frame in the Timeline to the exact frame in the Bin and becomes the Clip Source.
	<b>F4</b>	Match to Source	Matches the exact frame of the clip and loads the timecode into the Mark In of the first remote source.
	<b>F5</b>	Cut Mark In;  Refresh	Cuts the beginning of the clip, the top, off of the selected clips on the Timeline;  In the Bin, refreshes bin folders and displays any newly imported files.
	<b>F6</b>	Cut Mark Out	Cuts the end of the clip, the tail, off of the selected clips on the timeline.
	<b>F7</b>	Go to Mark In	Moves to the Mark In point.
	<b>F8</b>	Go to Mark Out	Moves to the Mark Out point.
	<b>F9</b>	Overwrite edit mode	Allows you to overwrite clips to the Timeline.
	<b>F10</b>	Splice edit mode	Allows you to splice clips to the Timeline.
	<b>F11</b>	Fit To Fill	Lets you create fit to fill clips.
	<b>F12</b>	Record	Starts recording from source or source bin.
	<b>~</b>	Play	Plays the Timeline, source or clip.
	<b>Shift + ~</b>	Add Handles	In the Source Tool, toggles clip handles on and off. When on, additional handle material is recorded with the duration specified in the properties of the current source.

Icon	Key	Name	Function
	<b>1</b>	Timeline Tool	Selects and moves items on the Timeline.
	<b>2</b>	Source Tool	Views the source.
	<b>Ctrl + 2</b>	Quick Edit	In the Source Tool, toggles Quick Edit mode on and off. When on, NewsEdit LT automatically switches you to the Source Tool after an edit to the Timeline.
	<b>3</b>	Trim Tool	Trims Mark In and Mark Out points in your clips.
	<b>4</b>	Cut Point Edit Tool	Trims the cut points between adjacent clips.
	<b>5</b>	Transition Tool	Adds transition effects to your clips.
	<b>6</b>	Audio Mixer Tool	Adjusts the audio tracks in your clips.
	<b>Ctrl + 6</b>	Show All Tracks	Display all of the audio tracks on the Timeline.
	<b>7</b>	Audio Effects Tool	Adjusts the Audio EQ in your clips and disguise voices.
	<b>8</b>	Video Effects Tool	Creates video effects to use on your clips, such as blurs and Picture-in-Picture.
	<b>Ctrl + 8</b>	Effects (FX)	Toggles the Effects Track (FX) on and off.
	<b>Shift + 8</b>	Add Effect	Adds a blank effect to the Timeline.
	<b>9</b>	Input Tools	Lets you adjust the Audio EQ in a clip while it is recording.
	<b>0</b>	Collapse	Collapses a clip in a sequence to close a gap between media.
	<b>(-)</b>	Zoom out	Zooms the view in the Timeline out.
	<b>(+)</b>	Zoom in	Zooms the view in the Timeline in.
	<b>Q</b>	Play From Start	Plays sequence or clip starting at the beginning.
	<b>Ctrl + Q</b>	Eject	Ejects tape from tape deck.



Appendix *The NewsEdit LT Keyboard*

Icon	Key	Name	Function
▶	<b>W</b>	Play	Plays the Timeline, source or clip.
	<b>Ctrl + W</b>	Run Effect	Plays the video effect from the beginning.
	<b>Shift + W</b>	Reverse Play	Plays sequence in the Timeline in reverse.
◀◀	<b>E</b>	Rewind	Rewinds for both Timeline and Source.
▶▶	<b>R</b>	Fast Forward	Fast Forwards for both Timeline and Source.
	<b>Ctrl + R</b>	Record	Starts recording from source or source bin.
	<b>Shift + R</b>	Rename	In the Bin, lets you change the name of a selected clip or sequence.
	<b>Ctrl + Shift + R</b>	Render Selected	Renders the selected effect.
◁⇒	<b>T</b>	Trim Mark Out	Trims the Out point in the Cut Point Edit Tool; changes the duration of the sequence.
	<b>Ctrl + T</b>	Title Tool	Adds titles and graphics to your sequences.
⇐⇒	<b>Y</b>	Trim Mark In	Trims the In point in the Cut Point Edit Tool; changes the duration of the sequence.
	<b>Ctrl + Y</b>	Redo	Re-applies the last edit for which you used the Undo command.
⇐⇒	<b>U</b>	Trim Both	Trims both the In and Out points in the Cut Point Edit Tool; doesn't change the duration of the sequence.
▴	<b>I</b>	Mark In	Marks an In point.
	<b>Ctrl + I</b>	Go to Mark In	Moves to the Mark In point.
	<b>Shift + I</b>	Mark Audio In	Creates an Audio Mark In point for either the Timeline or the source.
▾	<b>O</b>	Mark Out	Marks an Out point.
	<b>Ctrl + O</b>	Go to Mark Out	Moves to the Mark Out point.
	<b>Shift + O</b>	Mark Audio Out	Creates an Audio Mark Out point for either the Timeline or the source.








Icon	Key	Name	Function
	<b>P</b>	Clear Mark In	Clears the In point.
	<b>Ctrl + P</b>	Sequence Properties	Displays the Sequence Properties for the current sequence in the Timeline.
	<b>Shift + P</b>	Clear Audio In	Clears the Audio In point.
	<b>Alt + P</b>	Clear All Mark Points	Clears all points in the Timeline and Source Tools.
	<b>[</b>	Clear Mark Out	Clears the Out point.
	<b>Shift + [</b>	Clear Audio Out	Clears the Audio Out point.
	<b>]</b>	Lift Clip	Lifts selected clip out of the sequence, leaving black and silence.
	<b>Ctrl + ]</b>	Lift Area	Lifts the area between the Mark In and Mark Out points.
	<b>\</b>	Split Clip	Splits the selected clip at the cursor point.
	<b>A</b>	Move 1 frame back	Moves cursor one frame back on the Timeline.
	<b>Ctrl + A</b>	Aux Input	Switches to the auxiliary input source.
	<b>Shift + A</b>	Show Audio Marks	Toggles the video and audio Mark In and Out points.
	<b>S</b>	Move 1 frame forward	Moves cursor one frame forward on the Timeline.
	<b>Ctrl + S</b>	Save	Saves your sequence.
	<b>Shift + S</b>	Select All	Selects all clips, effects, graphics, and audio clips on the Timeline.
	<b>D</b>	Move 10 frames back	Moves cursor 10 frames back on the Timeline.
	<b>Ctrl + D</b>	Move one second back	Moves cursor 1 second back on the Timeline.
	<b>Shift + D</b>	Deselect All	Removes the highlight on all items on the Timeline.






Appendix *The NewsEdit LT Keyboard*

Icon	Key	Name	Function
»	<b>F</b>	Move 10 frames forward	Moves cursor 10 frames forward on the Timeline.
	<b>Ctrl + F</b>	Move one second forward	Moves cursor 1 second forward on the Timeline.
	<b>Ctrl + Shift + F</b>	Insert Filler	Inserts black filler material for the duration you specify.
←	<b>G</b>	Move to previous cut point	Moves cursor to the previous cut point.
	<b>Ctrl + G</b>	Graphic	Toggles the Graphics Track (G) on and off.
→	<b>H</b>	Move to next cut point	Moves cursor to the next cut point.
<b>V</b>	<b>J</b>	Video 1	Toggles video track V1 on and off.
	<b>Ctrl + J</b>	Video 2	Toggles video track V2 on and off.
	<b>Shift + J</b>	Video sync lock	Toggles the video sync lock on and off for V1.
<b>A1</b>	<b>K</b>	Audio 1	Toggles audio track A1 on and off.
	<b>Ctrl + K</b>	Audio 5	Toggles audio track A5 on and off.
	<b>Shift + K</b>	Sync lock A1	Toggles the sync lock on and off for A1.
	<b>Ctrl + Shift + K</b>	Sync lock A5	Toggles the sync lock on and off for A5.
<b>A2</b>	<b>L</b>	Audio 2	Toggles audio track A2 on and off.
	<b>Ctrl + L</b>	Audio 6	Toggles audio track A6 on and off.
	<b>Shift + L</b>	Sync lock A2	Toggles the sync lock on and off for audio track A2.
	<b>Ctrl + Shift + L</b>	Sync lock A6	Toggles the sync lock on and off for A6.
<b>A3</b>	<b>;</b>	Audio 3	Toggles audio track A3 on and off.
	<b>Ctrl + ;</b>	Audio 7	Toggles audio track A7 on and off.
	<b>Shift + ;</b>	Sync lock A3	Toggles the sync lock on and off for audio track A3.
	<b>Ctrl + Shift + ;</b>	Sync lock A7	Toggles the sync lock on and off for A7.

Icon	Key	Name	Function
<b>A4</b>	'	Audio 4	Toggles audio track A4 on and off.
	<b>Ctrl + '</b>	Audio 8	Toggles audio track A8 on and off.
	<b>Shift + '</b>	Sync lock A4	Toggles the sync lock on and off for A4.
	<b>Ctrl + Shift + '</b>	Sync lock A8	Toggles the sync lock on and off for A8.
<b>K</b>	<b>Z</b>	Extend left	Moves the selected clip to the previous cut point.
	<b>Ctrl + Z</b>	Undo	Removes the last edit you did.
<b>&gt; </b>	<b>X</b>	Extend right	Moves the selected clip to the next cut point.
	<b>C</b>	Copy To Timeline	Copies selected clips from Bin as well as Timeline clip sources to the Timeline.
	<b>Ctrl + C</b>	Copy	Copies selected clip or sequence in the Bin.
	<b>Shift + C</b>	Copy to Source Tool	Takes a clip from the Bin and loads it as a source.
	<b>V</b>	Extend Edit	Extends an edit past the end of the clip using handles.
	<b>Ctrl + V</b>	Paste	Pastes the clip or sequence in the Bin.
	<b>Shift + V</b>	Render All	Renders all unrendered transitions or other effects.
<b>CTL</b>	<b>B</b>	Control Track	Toggles between Timecode and Control Track.
<b>→0←</b>	<b>N</b>	Reset Control Track	Resets the Control Track to 00:00:00:00.
	<b>M</b>	Select previous clip	Selects the previous clip in the sequence.
	<b>Ctrl + M</b>	Move to Mark In point	Moves the selected clip to the Mark In point.
	<b>Shift + M</b>	Mixdown Selected	Layers the selected effect into the video track immediately below it.
	,	Select next clip	Selects the next clip in the sequence.
	.	Select previous track	Selects a clip on the previous track in the sequence.



Appendix *The NewsEdit LT Keyboard*

Icon	Key	Name	Function
	/	Select next track	Selects a clip on the next track in the sequence.
<b>Space Bar</b>		Stop/Play	Toggles between playing and stopping.
Pause Break	<b>Pause</b>	Enable Vary Speed	Enables variable speed controls in the Source Tool.
	<b>Insert</b>	Insert Keyframe	In the Video Effects Tool, adds a keyframe to the currently selected effect.
	<b>Ctrl + Insert</b>	Modify Keyframe	In the Video Effects Tool, applies your changes to the current keyframe.
	<b>Shift + Insert</b>	Modify All Keyframes	In the Video Effects Tool, allows you to apply changes to one keyframe to all keyframes within an effect.
Home	<b>Home</b>	Go to Start	Moves the position to the beginning of a clip or sequence.
Page Up	<b>Page Up</b>	Previous Vary Speed Previous Keyframe	In the Source Tool or Trimmer, selects the previous variable speed. In the Video Effects Tool, goes to the previous keyframe for the effect.
Delete	<b>Delete</b>	Delete	Deletes the selected clip from the Bin or the Timeline.
	<b>Ctrl + Delete</b>	Delete area	Deletes the selected area between Mark In and Mark Out points on the Timeline.
End	<b>End</b>	Go to End	Moves the position to the end of a clip or sequence.
Page Down	<b>Page Down</b>	Next Vary Speed	In the Source Tool or Trimmer, selects the next variable speed.
		Next Keyframe	In the Video Effects Tool, goes to the next keyframe for the effect.
	<b>Left arrow</b>	Shuttle Rewind	Shuttles backward in increments of -50%, -75%, -1x, -2x, -3x.
	<b>Right arrow</b>	Shuttle Fast Forward	Shuttles forward in increments of +50%, +75%, +1x, +2x, +3x.

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Icon	Key	Name	Function
↑	<b>Up arrow</b>	Shuttle Default Speed	Resets shuttle speed to its default speed.
↓	<b>Down arrow</b>	Shuttle Previous Speed	Selects previous shuttle speed.
←	<b>Numberpad 4</b>	Back 1 frame	Moves the selected clip on the Timeline backwards one frame.
	<b>Ctrl + Numberpad 4</b>	Back 10 frames	Moves the selected clip on the Timeline backwards 10 frames.
→	<b>Numberpad 6</b>	Forward 1 frame	Moves the selected clip on the Timeline forward one frame.
	<b>Ctrl + Numberpad 6</b>	Forward 10 frames	Moves the selected clip on the Timeline forward 10 frames.



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*Appendix The NewsEdit LT Keyboard*

## ***Troubleshooting***

This appendix describes the symptoms of various problems you might encounter when using NewsEdit LT and offers suggestions for solving each problem.



## Appendix Troubleshooting

Symptom	Description or Action Required
When trying to move an audio clip from the A2 track to the A3 track, you see a <i>No</i> symbol.	You must activate the track by clicking <b>A3</b> to the left of the track before you can move the clip.
In your sequence, you turned off tracks A1 and A2 and turned on A3, but when you record, the audio doesn't record to A3.	<ol style="list-style-type: none"> <li>In the Source tool, click in the Track Assign field under the Audio Input slider for the desired channel.</li> <li>Select <b>A3</b>. Audio for the channel will now be re-routed to A3.</li> </ol> <p>To set a track as the default:</p> <ol style="list-style-type: none"> <li>Choose <b>View   Sources</b> and elect a Source Name.</li> <li>Choose <b>Edit   Record Channels</b>.</li> <li>Choose a default record track for each audio channel.</li> </ol>
You see the message <i>Unable to perform edit. Check video 'Mark Ins' and video 'Mark Outs' to make sure you have set a valid editing mode, then try again.</i> when trying to record a split edit.	<p>There is a conflict between the Mark Ins/Outs set on the Timeline and those set in the Source tool.</p> <p>Try removing one or more of your marks in the Timeline or Source tool to reach a valid configuration for recording.</p>
You want to import a clip or EDL, but the menu item is missing from the File menu.	<ul style="list-style-type: none"> <li>Click on the Bin window to make these items available in the File menu.</li> </ul>
You want to Record to Bin, but the menu item is grayed out.	<ul style="list-style-type: none"> <li>Click on the Bin window to make Record to Bin available.</li> </ul>
You want to Play to Tape, but the menu item is grayed out.	<ul style="list-style-type: none"> <li>In the Bin window, click on the sequence or clip that you wish to Play to Tape.</li> </ul>
You're trying to send a clip or sequence, but the Send to File menu item is grayed out.	<p>Try one of these solutions:</p> <ul style="list-style-type: none"> <li>Verify that you selected only one clip or sequence in the Bin window. You cannot send multiple items.</li> <li>If you are sending an open sequence, click on the Sequence window to give it focus before sending.</li> <li>If you are sending an item in the Bin click to select it.</li> </ul>
Someone at another NewsEdit LT workstation sent you a clip, but you don't see it in your Bin.	<ul style="list-style-type: none"> <li>Click in the Bin and press <b>F5</b> on your keyboard or choose <b>Refresh</b> from the View Menu.</li> </ul>
You minimized your sequence window and now you can't find it.	<ul style="list-style-type: none"> <li>Choose the sequence from the Window menu to switch back to it.</li> </ul>
When you choose Send to File, the Rendering Effects progress dialog comes up.	You can view variable speed and transition effects in the sequence window without rendering them, but you must render them before sending them to another location. After rendering, the Select Destination dialog appears.



Symptom	Description or Action Required
<p>When sending clips or sequences to another location, the transfer rate seems slow.</p>	<p>File transfers may be occurring over your Ethernet connection instead of the faster fibre channel connection.</p> <p>To force transfers to use fibre channel:</p> <ol style="list-style-type: none"> <li>1. From the Windows desktop, right-click on My Network Places on the Windows desktop and choose <b>Properties</b>.</li> <li>2. In the Network and Dial-up Connections window, right-click on the Ethernet LAN connection and choose <b>Properties</b>.</li> <li>3. Deselect <b>Client for Microsoft Networks</b> and click <b>OK</b>.</li> </ol>
<p>When you choose Update Workgroup under Options, not all other NewsEdit systems on the network show up.</p>	<p>Try one of these solutions:</p> <ul style="list-style-type: none"> <li>• Make sure that each system has a shared <i>VibrintAVFiles</i> folder.</li> <li>• Make sure that each system is using the same login password, which is <i>vibrint</i> by default.</li> </ul>
<p>You receive the message <i>No material exists beyond one or both clip boundaries to apply transition</i>. when attempting to apply a transition between two clips on the timeline,</p>	<p>To apply a transition, there must be overlapping material between the two clips for the transition to use.</p> <ul style="list-style-type: none"> <li>• Overlap the clips slightly and then apply the transition.</li> </ul> <p>To avoid this problem, enable the <b>Add Handles</b> button in the sequence window or Record to Bin dialog when recording clips.</p>
<p>You receive a message that a clip is the wrong frame size, compression, or format when adding a clip to your sequence.</p>	<p>Clips must match the Compression Type, Chroma Format, and Resolution that was set when the sequence was created.</p> <p>To change these settings:</p> <ol style="list-style-type: none"> <li>1. Choose <b>Tools   Options   Record</b>.</li> <li>2. Make any changes to the settings.</li> </ol> <p>The settings will take effect for any future sequences or clips that are created.</p>
<p>You receive the message <i>Cannot delete items while windows, other than bins and playback channels, are opened. close all other windows before deleting</i>. when trying to delete a clip from the Bin.</p>	<p>This feature is a safeguard against accidentally deleting clips that are currently in use in an open window.</p> <ul style="list-style-type: none"> <li>• Save and close any open sequences or other open windows, and then delete the clip.</li> </ul>



## Appendix Troubleshooting

Symptom	Description or Action Required
You receive the message <i>Not all selected items could be deleted. You must first delete all references to each selected item and make sure the item is not opened for playback or editing.</i> when trying to delete a clip from the bin.	<ul style="list-style-type: none"><li>• Right-click on the clip and choose <b>Show References</b>. A list appears showing any sequences or sub-clips that are currently referencing the clip. If you still need to delete the clip, you must delete it from any sequence that is using it or delete the sequence itself.</li></ul>
You changed a clip to slow-motion on your Timeline but can no longer view the entire clip.	<ol style="list-style-type: none"><li>1. Right-click on a clip's video track on the Timeline and choose <b>Play Speed</b>.</li><li>2. Deselect the <b>Maintain Duration</b> setting to increase the overall clip length and show the entire clip.</li></ol>
You are unable to send clips or sequences between your NewsEdit LT system and a Grass Valley Group Profile Server.	<ol style="list-style-type: none"><li>1. In Media Manager on the NewsEdit LT system, verify that you have added the Profile system by choosing <b>File   Add/Remove Machine</b>.</li><li>2. In NewsEdit LT, verify that you have set up a send destination to the Profile system by choosing <b>Tools   Options   Send</b>.</li><li>3. Using Notepad, open the file <b>Hosts</b> on the NewsEdit LT system to verify that your workstation name is listed and that the IP addresses match and are correct. The path is C:\WINNT\system32\drivers\etc\Hosts. You may need your IT engineer to check this file.</li><li>4. Verify that your fibre switch is showing good connections for both the NewsEdit LT system and the Profile (usually indicated by a solid green light).</li><li>5. Check the disk space available on the Profile.</li><li>6. Verify that checksums are enabled in the Profile Configuration Manager.</li><li>7. If you've tried all of the above and still can't connect, try rebooting the NewsEdit LT system, Profile, and fibre switch, if possible. Check with your IT engineer before you reboot.</li></ol> <p>For more information on establishing connectivity between a NewsEdit LT system and a Profile, see the <i>NewsEdit Setup Guide</i>.</p>

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