

Images that the students will be using need to be organized appropriately and captured and imported to the proper folder. The directions below describe how to capture and import images.

Step-by-Step Directions

Importing an Existing Picture File

1. In the Movie Tasks pane, click **Import Pictures**.
2. Go to the folder where your picture file is located.
3. Under Files of type, make sure *Picture Files* is selected.
4. Click the desired picture file.
5. Click **Import**.
6. The picture file imports and appears in the Collections pane.

Capturing and Importing Video from a Camera

1. Turn on the camera and connect it to the computer with a FireWire. A FireWire is the connection between your digital camera and the computer.
2. Set the camera to VTR mode (some cameras call this Play or VCR).
3. In the Movie Tasks pane, click **Capture from video device**.
4. Enter the filename for your captured video file.
5. Choose a place to save your video file. Click **Next**.
6. Select the Video Setting (digital device format). Click **Next**.
7. Select the Capture Method to capture parts of the tape manually. Click **Next**.
8. Use the DV camera controls to locate the beginning of the video you want to capture.
9. Select **Start Capture** to begin capturing video.
10. Select **Stop Capture** to stop capturing video.
11. Click **Finish** to close the Video Capture Wizard.
12. Your captured clip is imported into the collection in the Contents pane.