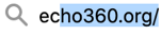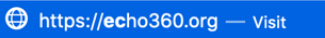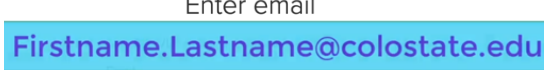# Echo360 Video Editing Tools

1. Log into your **Echo360 Account:**
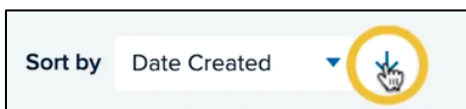
a.

Enter email

b.

This is your
Main Content Media Library

2. Go to **Library**, the top left tab
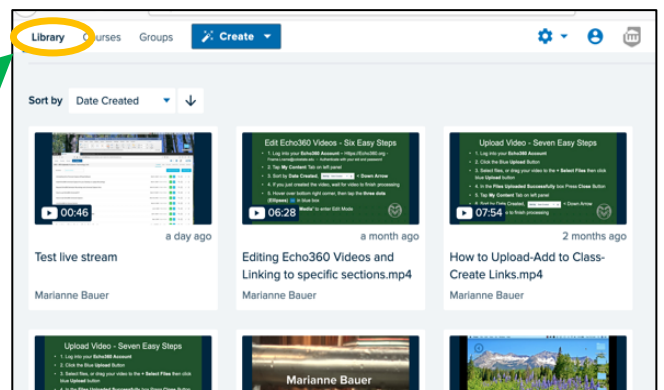
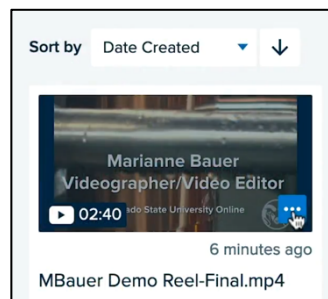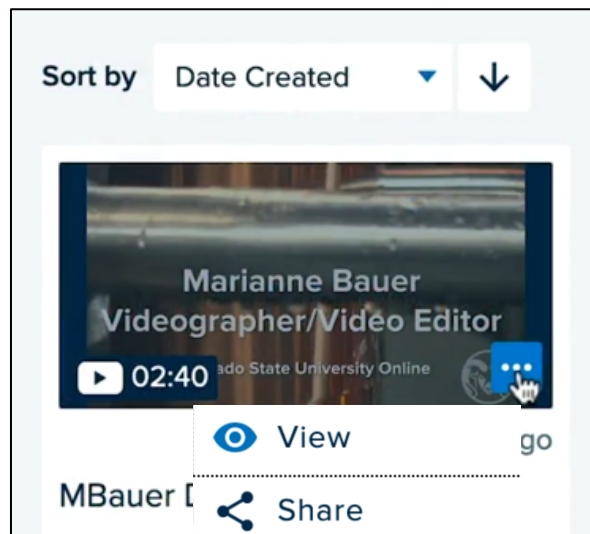## 3. Sort by **Date Created**,

 < **Down Arrow**

4. If you just created the video, wait for video to finish processing
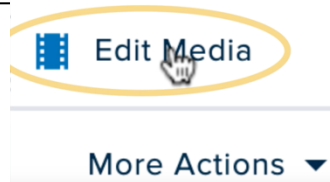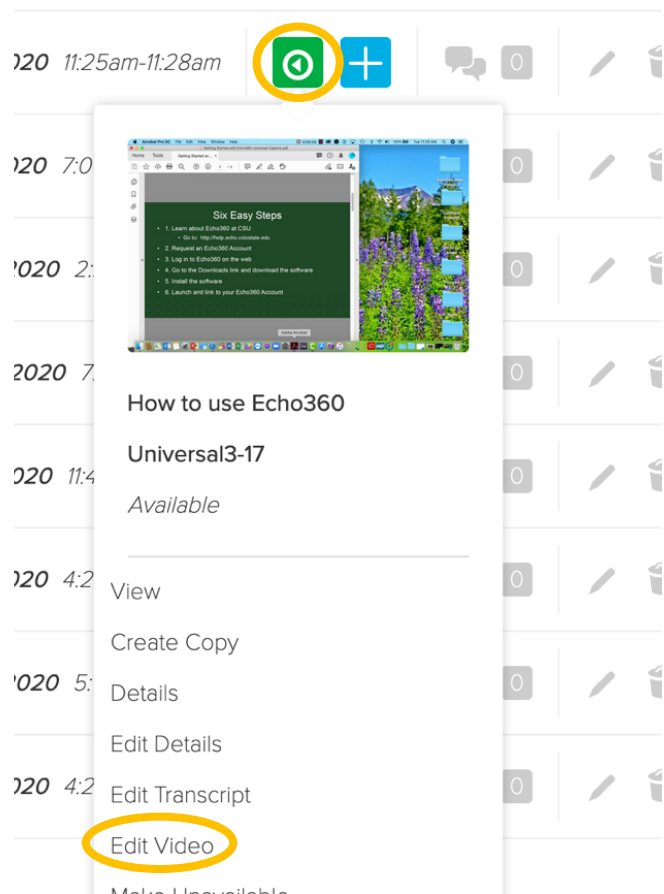
 ->
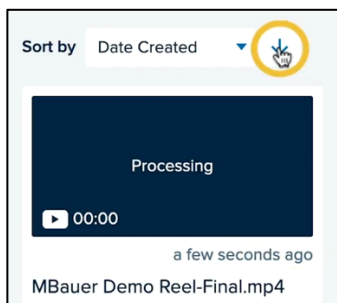
5. Hover over bottom right corner, then tap the **three dots** (**Ellipses**) in blue box

6. Tap on "**Edit Media**" to enter Edit Mode

7. Alternatively, from within the Course, tap the Green Video icon next to the video you wish to edit, then select **Edit Video**.
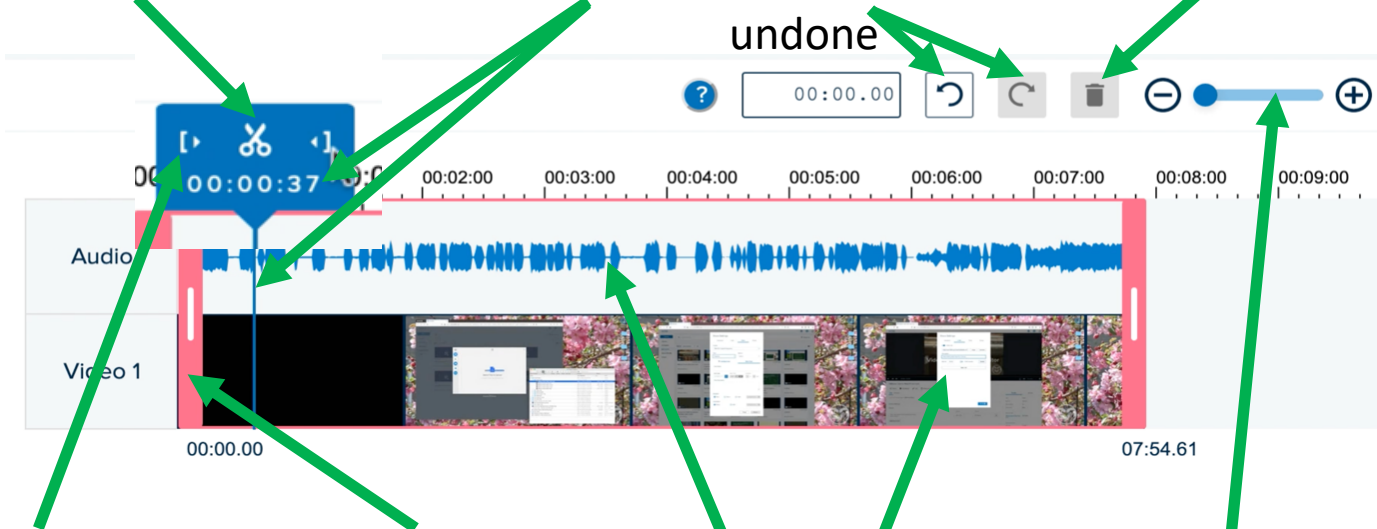
Video Editing Tools

Scissors cuts the timeline to create clips within the video

Timecode Indicator Video timecode at playhead

Undo/Redo Undoes last steps, or restores steps that were undone

Delete Clip Trash Can Removes selected area

00:00.00

00:02:00   00:03:00   00:04:00   00:05:00   00:06:00   00:07:00   00:08:00   00:09:00
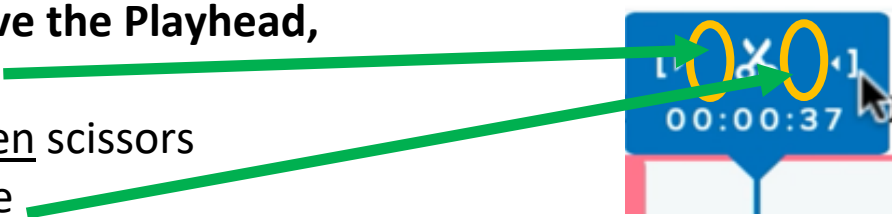
00:00:37

Audio

Video 1

00:00.00

07:54.61

Left and Right Trim Handles Trims start and end of selected clip

Pink Left and Right Trim Handles Trims start and end of video

Audio Video Timeline Clip being edited

Timeline Size Slider Adjusts size of Timeline

Note 1: To Move the Playhead, Press and drag but aim <u>between</u> scissors and trim handle

00:00:37

Note 2: After deleting a clip, the playhead jumps over the deleted space upon previewing or playing the clip.

00:00:00   00:01:49   :00   00:03:00   00:04:00
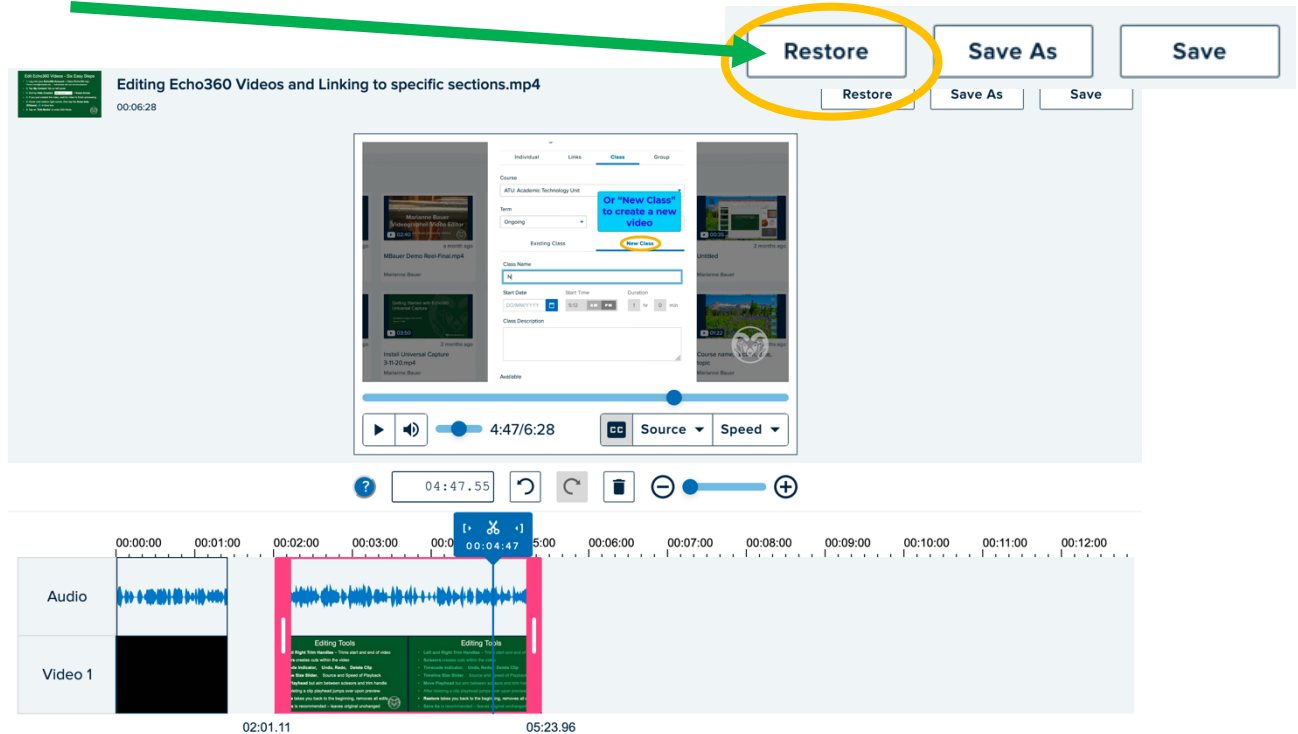
Audio

Video 1

Editing Tools
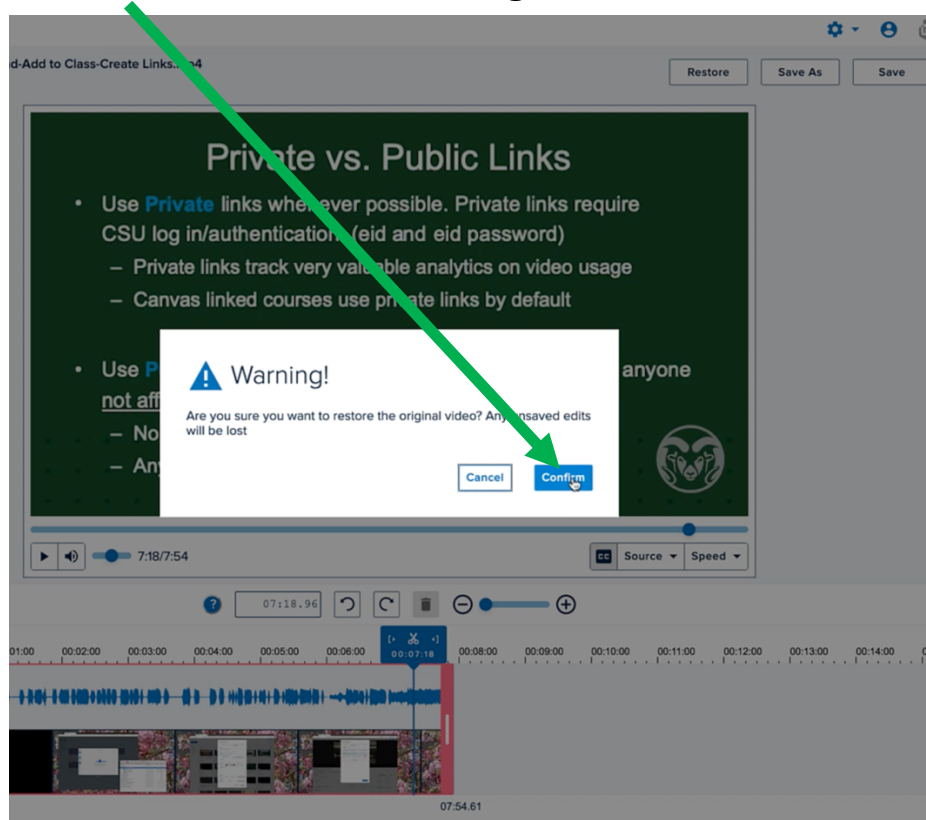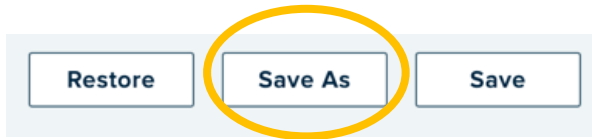
01:42.53

03:51.08

Restore – Save As - Save

Restore takes you back to the beginning, removes all edits

Confirm to restore the original video

Save As is recommended: Leaves original unchanged, makes a new copy to edit.

1. Tap the **Save As** button
2. Type a **Title** and **Description**

3. Save Course Copy:
 a. **Existing Class**: Replaces a current video with the new, edited video, removes original selected video.
  b. **New Class** is Recommended: Saves new edited video into your course as a new, separate video.

NOTE: Class = one video

Alternate to Editing – Creating Links to specific time codes as starting points.

You can create links to specific timecodes in your video:
1. Plan for specific breaks in your longer videos.
2. Decide where you would like to start a specific topic.
3. Create a link, include a description and enter the specific Time Code in the "**Start At**" box.
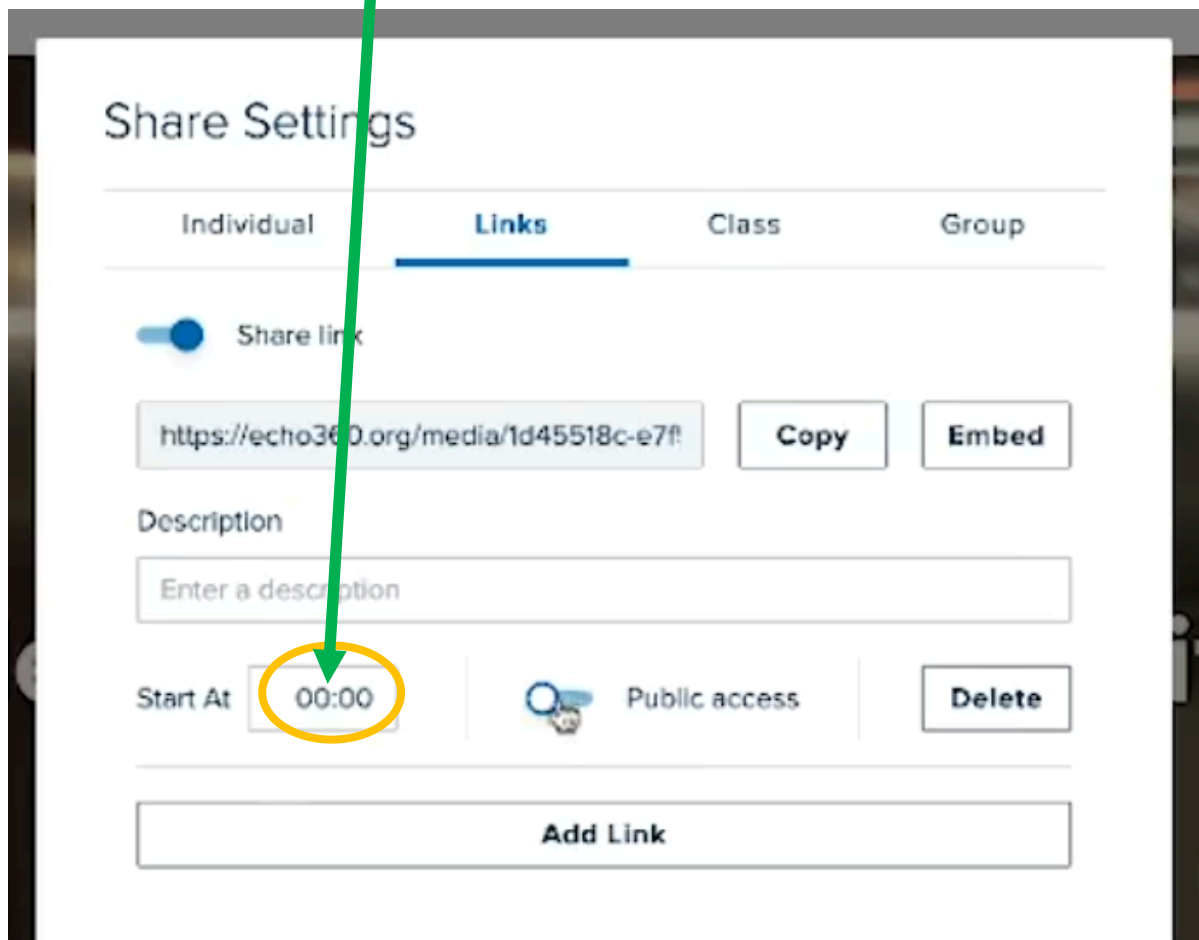
4. The video now starts at the new timecode and not the beginning of the video.
5. See separate pdf on creating links in Echo360 for more details.