

Capturing Video Clips for Use with PowerPoint Presentations on Macintosh and Windows Platforms

The Interactive Media Center has many applications for capturing video. If in doubt as to the presentation platform, (will offsite use be on a Macintosh or Windows based machine?) use SONY Vegas Movie Studio + DVD on Workstations 17 or 18 to capture and export the associated video file types to insert into a PowerPoint presentation. Import video once and export video twice in two different formats. Insert the QuickTime file (.mov) in one presentation and package on the Mac. Then insert the Windows Media file (wmv) in the same presentation (after removing the .mov clip, and “package the presentation” again-separately on the WIN XP platform. See last page.

Before you get started: Firewire, composite, S-video cables, and a cartridge for compact VHS (c-VHS) tape are available at the Interactive Media Center service desk.

Capture/Import audio, images and video (i.e. from a camera) directly from My Documents folder on the Hard drive

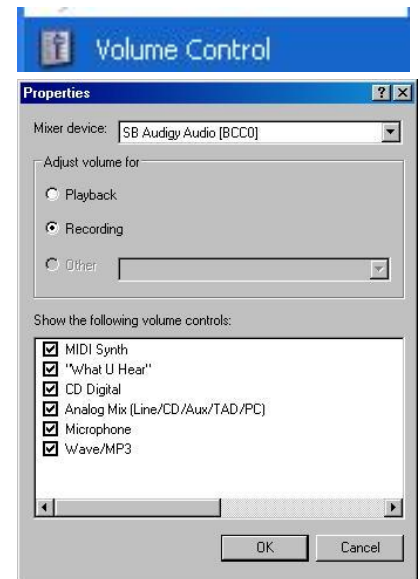
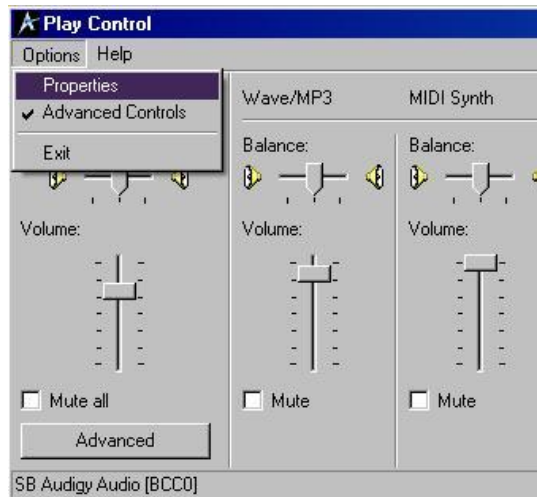
Open Sony Vegas... from the Start menu. Select **File > Import**

Audio settings for recording:

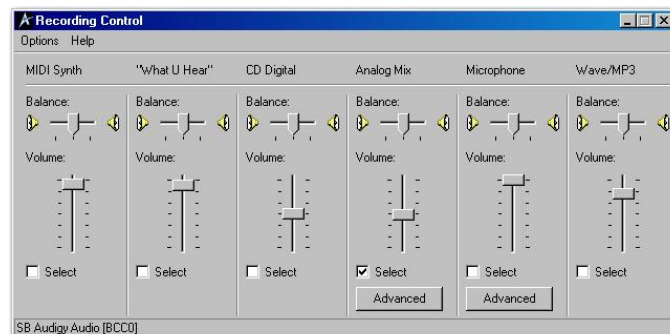
Click on the volume control button on the taskbar and review the settings for recording.

Select **Options > Properties**.

Be sure that the volume control for all recording devices is selected. Select **OK**.



Select **Analog Mix** on workstation 17 or **Stereo Mix** on workstation 18 and adjust volume. Exit from window.



Making the Connection from a device:

If using a digital camcorder, connect the camcorder to the Firewire port. Use the extension cables at workstation 18. Put the camcorder in VCR/VTR/Playback mode. Use the playback controls in SONY Vegas... to control the movement of the videotape as you are recording.

If using a VHS tape, use workstation 17. Select channel **F1** on the VCR. The VCR must be in “VCR” mode. Select TV/VCR on the remote until you see VCR displayed on the VCR. Use the playback controls on the VCR to control movement of the videotape as you are importing.

If using an 8mm tape put the camcorder in VCR/VTR/Playback mode. Use the playback controls on the camcorder to control the movement of the videotape as you are recording.

On workstation 17, plug the audio and video cables from the camcorder into the front of the VCR using composite cables; the S-Video port on the VCR does not work. The VCR must be in “VCR” mode. Select channel **F1** on the VCR.

On workstation 18 connect your 8mm camcorder to the VideoAdvantage RCA connectors. If you have only one audio cable, ask for a composite audio splitter from the Service desk.

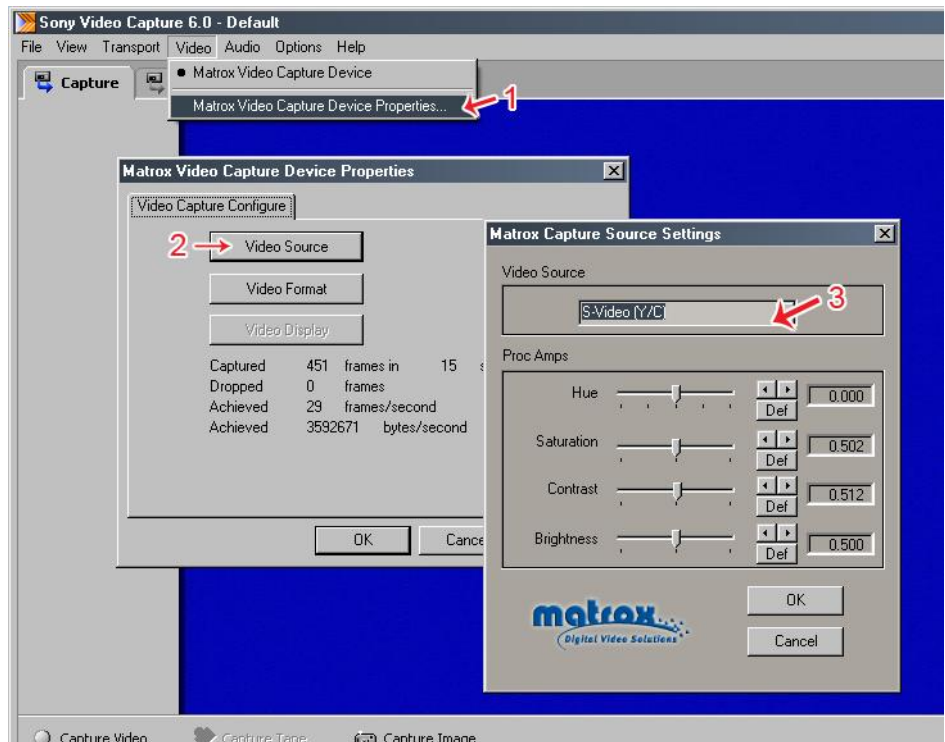
If using a digital camera connect it to the computer with the USB cable and turn on the camera. Transfer the video to the My Documents folder. (You can delete and empty trash later).

*****To avoid the problem of not viewing the video in capture and preview, select settings that match the device’s connection. The computer and device do NOT auto-detect if you’re using S-Video or Composite. You must make sure the device is set to capture the cable type you’re using.**

Workstation 17

From the Sony Vegas Studio capture window’s menu...

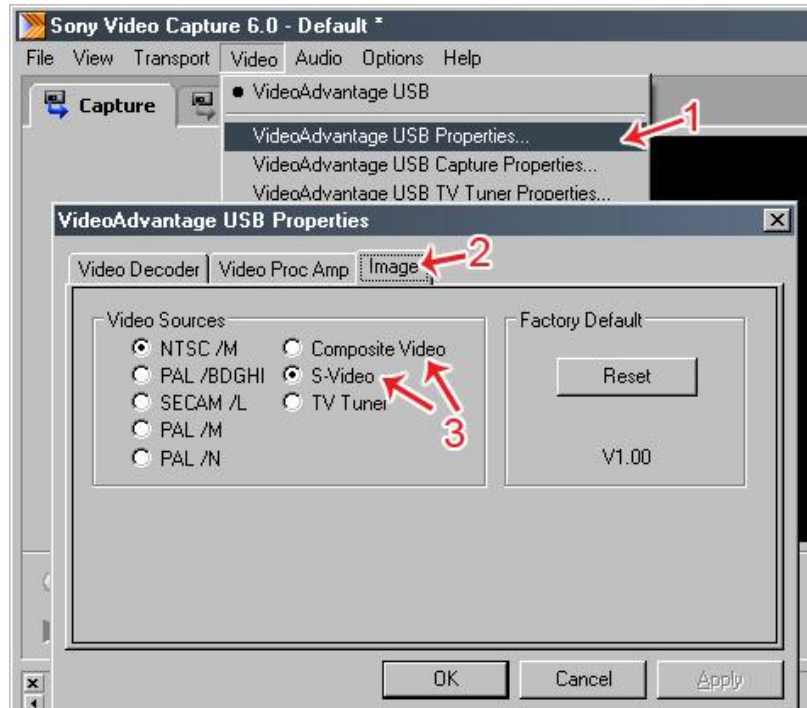
1. Click **Video > Matrox Video Capture Device properties**
2. A pop-up will appear. Click the **Video Source** button.
3. Another pop-up will appear. It has a drop-down menu. Choose **Composite** or **S-Video** from this menu.



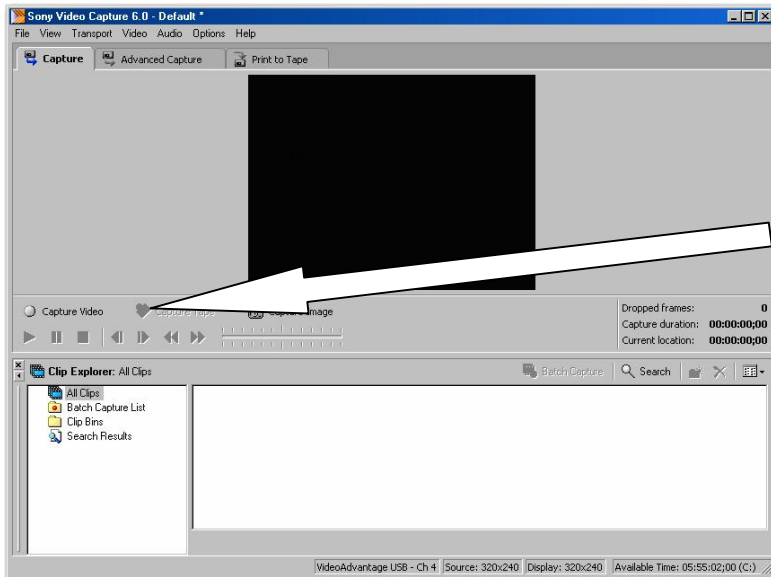
Workstation 18

From the Sony Vegas Studio capture window's menu...

1. Click **Video > VideoAdvantage USB properties**
2. This will make a pop-up dialog appear. Click the **Image** tab.
3. Pick **Composite** or **S-Video** under **Video Source**.



Capture/Record video:



Select **File > Capture Video**
In "Video Capture" window check settings:
Video > VideoAdvantage USB
Audio > USB Audio Device

Click **Capture Video**.
Select **Play** from the input device
Keep the clips brief!
Stop input device when complete
Click the square stop button
Click done on "capture complete"
window
Repeat until all wanted clips are captured
Close "Video Capture" window

Drag clips to the timeline and preview by pressing the Play button.
Select **File > Save**. Edit project and trim clips as needed. Select **File > Save**

Export Video

File > Make Movie (or select Make Movie from the toolbar)

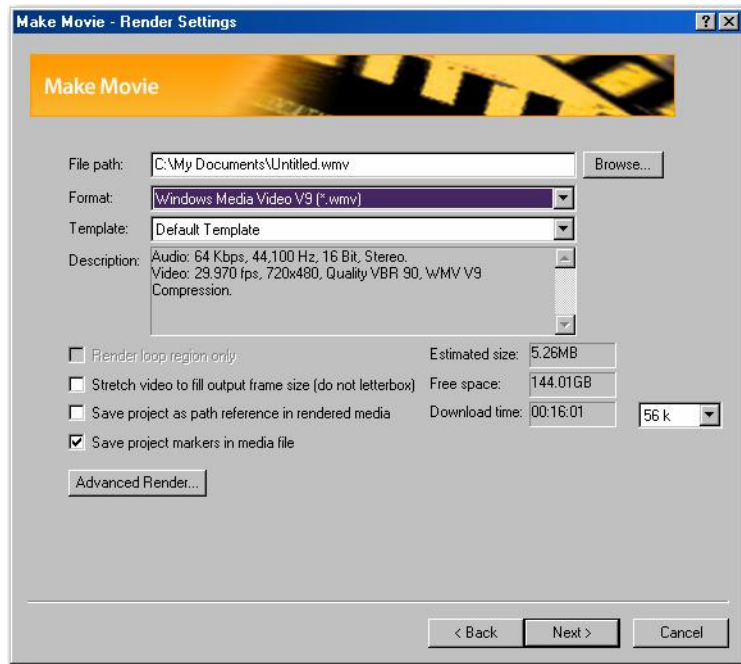
In “Render Settings” choose Format Windows Media Video... (*.wmv), for use with Windows Media Player on a Windows based machine.

For **WMV** choose template “Default Template”

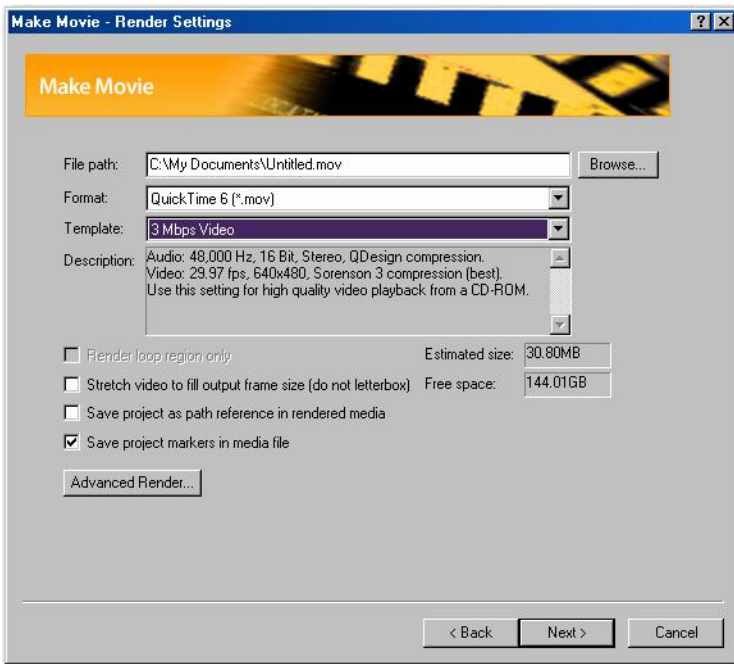
Confirm all the checkboxes are un-checked

Click Next

Click Finish



In “Render Settings” choose Format Quick Time 6 (*.mov) for use with QuickTime Player on a Macintosh machine.



MOV choose template “3 Mbps Video”

Confirm all the checkboxes are un-checked

Click Next

Click Finish

Store both the MOV and the WMV files on a USB drive, the My Documents folder, CD or DVD.

Using the Video clips in PowerPoint

See also the handout: “Adding Video to PowerPoint” <http://library.albany.edu/imc/pdf/advidpp.pdf> and “Packaging PowerPoint Presentations for use offsite: A *must* when inserting special fonts and audio and video files”

It is our experience that you should use a MOV file if presenting on a Macintosh platform and a WMV file if presenting on a Windows operating system. Open the PowerPoint Presentation on one of the platforms. Select **Insert>Movies and Sounds>Movie from file...** If using the Macintosh, insert the MOV file. After “packaging” (linking the file to the slides), reopen the presentation on the Windows platform. Remove the video clips and then again Select **Insert>Movies and Sounds>Movie from file...** This time, select the WMV video file. Package again—on a different CD/DVD or as a different file name on the same USB drive.

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