

Intro to Windows Movie Maker

Materials needed: Computer with Internet
A teacher's computer with a projector
Windows Movie Maker program*
Student folders with their scripts and digital media
Microphones or headset/microphones

*Movie Maker 2.1 is included in Microsoft Windows XP (SP2). You can also download it for free from the Microsoft website:

<http://www.microsoft.com/windowsxp/downloads/updates/moviemaker2.msp>

Windows Movie Maker instructions

Display Window Movie Maker on the projector. Actively display how to use the program as you go through each step.

Have students open Windows Movie Maker (Start > Accessories > Windows Movie Maker)

Step 1: The top toolbar. Review each of the items in the top toolbar.

REVIEW "File"

File > New Project: Opens a blank Movie Maker Program

File > Open Project: Opens existing projects

File > Save Project: All projects may be saved as Windows Movie Maker Projects (not films until you are completely finished)

File > Save Project As: You may save the project under another name or file extension

File > Capture Video: You may stream and upload video from a video camera

File > Properties: You may view a file for various file properties (i.e. file size, location)

REVIEW "Edit"

Edit > Undo and Redo: Allows user to reverse or re-reverse functions

Edit > Cut, Copy, Paste and Delete: You may use these standard Windows functions here

Edit > Edit Title: You may change the title of your project/film here

Edit > Select All: Allows you to select all items (i.e. select all photos from photo bin)

Edit: Clear Timeline: Allows you to erase and redo your working timeline

The VIEW, TOOLS, CLIP, PLAY, and HELP top toolbars are all integrated into the programs workspace and will be discussed later.

Step 2: Movie Tasks, Collection Bin, the Timeline, and the Media Player

Locate the left side of the program. Find the 'Movie Tasks' window.

Review the following 'Movie Tasks' with your students.

Capture Video – These commands allow students to bring video, pictures, and sounds into your Windows Movie Maker (or Photo Story 3) workspace. By clicking on

'Import Picture' the program will help students locate areas on your computer that contain media. Students may select more than one media at a time (Hold Ctrl to select more than one item). Imported photos will be placed in the 'Collection' bin (look immediately to the right of the 'Capture Video' window). All imported pictures, video, and sounds will be collected in your 'Collection' bin.

Next, locate the timeline at the bottom of the screen.

The Timeline - The timeline is a chronological layout that pieces together all imagery, video, sounds, and recordings. Students will notice that the timeline is divided into intervals of seconds. You can 'zoom-in and out' of the timeline (making it larger to view, vice versa) by clicking the magnifying glass button. Students may also specify a particular time in seconds on your timeline by finding that location with you mouse and left clicking on the second. When students specify a location it will leave a blue line marker.

You may also switch the timeline to a storyboard by clicking the 'Show Storyboard' button just above the timeline. I prefer the timeline for working with student projects.

Next, locate the media player on the upper left hand side of the screen. It appears to be a black box with common 'play/pause' media buttons below it.

The Media Player-

This is the area in which your film can be viewed. Students may play, fast forward, etc. your film in this media player.

Step 3: Dragging and Dropping Media into the Timeline and Recording Scripts

First, instruct students on how to drag-and-drop. Students may drag-and-drop items by selecting the item and holding the left-mouse button at the same time. While holding the left-mouse button students may drag the item to a different location.

Next, have students take out their scripts.

Recording student scripts

Students can record their scripts straight into the Windows Movie Maker program. Attach a microphone or headset/microphone into the correct jacks. The microphone jack/input are pink colored and can be found in the rear of most desktops and the sides of most laptops.

I recommend that students rehearse their scripts before recording them.

When the students are ready instruct them to find the 'microphone' picture/button on the lower left side on the 'Timeline' workspace. By clicking the 'microphone' picture the computer will find the microphone device and open up a new window. A new window appears that is titled, 'Narrate Timeline.' Students will see the choices: 'start narration' and 'stop narration.'

Students will also see the decibel levels in the 'Input level' reader. This monitors incoming sound. If the decibel levels peak with red colors, the recording will be distorted. Have students practice a voice level that will not distort and peak at red levels.

To start narrations click the 'start narration.' Following this the program will ask students where to save your recordings before you can start recording. When recording is finished click 'stop narration.'

At this point in time students should save their projects to the hard disk.

A word of advice for schools with older computers: have students save work often, because if the computer crashes projects may be lost.

The program will place the recorded narration into the timeline.

Have students play the timeline to check that their narrations were recorded correctly.

Adding Media to your timeline

To add media items to a timeline students drag-and-drop media items (photos, video, sounds) from the 'Collection bin' onto their timeline. Students should mesh their scripts with correct imagery, video, and sound. Students can choose where to place the media item on the timeline. They can move the media around within the timeline by holding the left-mouse button and dragging the media (i.e. move a photo from the 1:00 minute mark to the 1:30 minutes mark).

At this point in time students should save their projects to the hard disk.

Step 4: Adding Transitions and Effects

Your students should have a working project with photos, video feeds, recorded narration, and music. Students can add transitions and effects to their timelines.

Instruct students to find 'Movie Tasks' (on the left hand side of the workspace). All of the following editing abilities are found in the 'Movie Tasks' area of the program.

Editing a Movie

- 1) Students may add video effects. By clicking on 'Video Effects,' a number of different types of video effects will appear in the 'Collection bin.' Video effects range from making a video look like old film grain to making a video change through different hues of colors. View all of the possible video effects with your students. To add an effect to a photo simply drag-and-drop the effect onto the selected photo in the timeline.
- 2) Students may add video transitions to their timeline. Transitions will appear between photos and video. Just like with video effect, students drag-and-drop video transitions between photos or videos.

- 3) Students may add (or should add) video titles either on the photos/videos or between the photos/videos. Students have to click on 'Make titles or credits' in the 'Movie Tasks' area. Students will see a new window that is entitled, 'Where do you want to add a title?' In this window students may choose from a variety of title options all pertaining to where in their slideshow they wish to have the title read. Have student decided where they want the tile. When students decide where to put the title another window will appear. This window is entitled, 'Enter text for title.' Here students can write in the text of their title and change the font, font color, font size, and title transition (transitions will allow the text to animate and move around). When they are satisfied with the title they click 'done add title to movie.' It is recommended that students make an introductory title and a credits title.

Step 5: Finishing the Movie

When photos, videos, transitions, effects, and tiles are all in place the students are ready to save the movie. By saving the movie Windows Movie Maker will convert the program file to a WMA file. WMA files are Windows movie files. Windows movie files can be played back using Windows Media Player (which is included in most PCs).

Have students find the third feature in the 'Movie Tasks' area of the workspace. The third feature is entitled, 'Finish Movie.' In most instances students should save their movies to 'my computer.' By clicking on this option the computer will determine if enough space is available on the computer to save the movie. If you have enough space, then you are ready to make the computer complete your movie. When the movie is finished have students play back the movie for all to watch and enjoy.