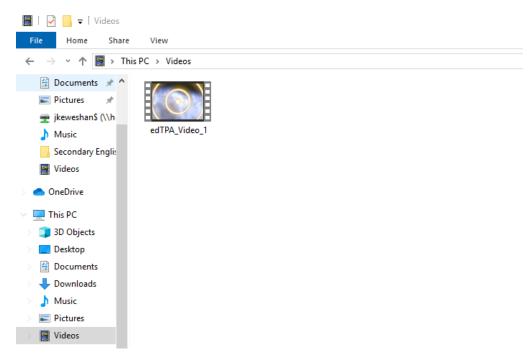
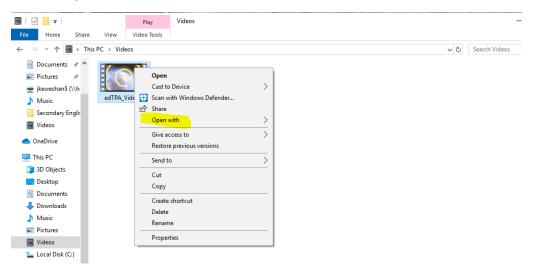
Preparing Video Clips in Windows 10 Trimming a Video Clip

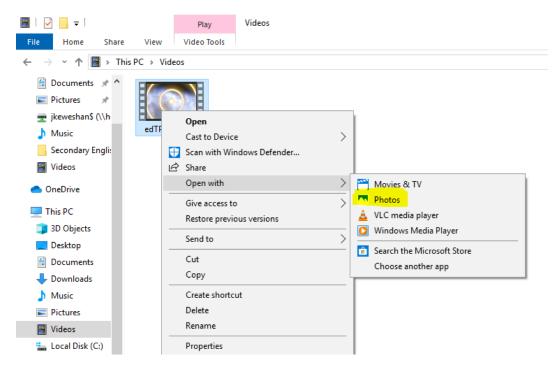
1. Locate your video file.



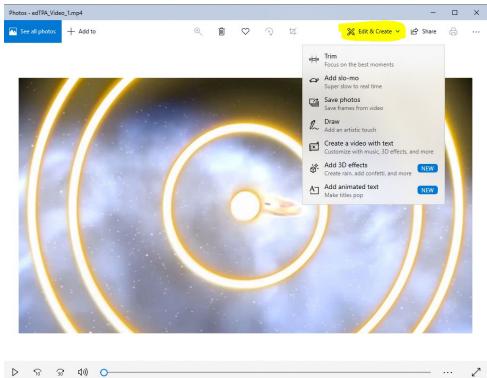
2. Right click on the file and select "Open with..."



3. Select "Photos."



4. When the video opens in Photos, select "Edit and Create."

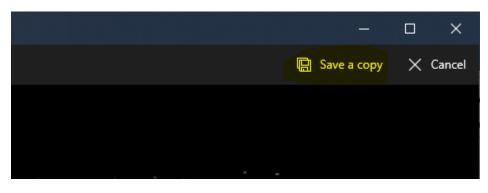


▷ 10 30 40) O-

5. Choose "Trim," then move the sliders to the beginning and end of your desired clip.

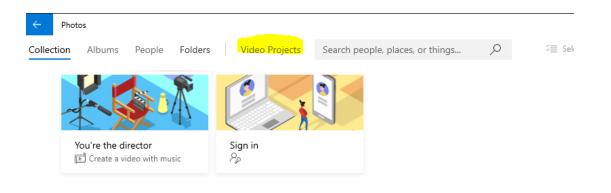


6. Then, in the upper right corner, choose "Save a copy."



Compressing a Video Clip

- 1. From the Start ^{III} menu, open Photos.
- 2. After opening the Photos program, choose "Video Projects."



3. Choose "New video project – Start a blank project."

← Photos					
Photos	/ideo Projects	Search people, places	s, or things	Q	📧 New video
E Yo	our video projects	(0)			
	video project I blank project	+			

4. Choose a name for your video. Make sure that it is easily identifiable and does not contain any special characters.

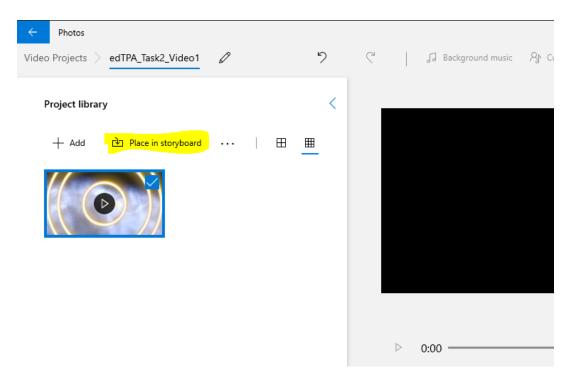
Photos Video Projects > New video	5	Ç		□ Background			
Project library		<	1				
Your project library is empty	Name	your	video				
Add photos and video clips to get started	edTPA	_Task2	2_Vide	eo1	×		
		ОК		Skip			

5. Use the "Add" button to add the video clip that you have saved and want to compress.

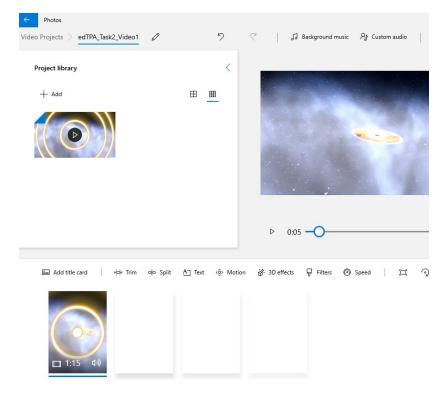
← Photos							
Video Projects > edTPA_Task2_Video1 2		っ	Ç		□ Background music	옷) Custom audio	
Project library		<					
+ Add	⊞	<u> </u>					
Your project library is empty Add photos and video clips to get started.							
Add photos and video clips to get started.				⊳	0:00		

🖾 Add title card 🛛 🗛 Text 🔅 Motion 🖓 Filters

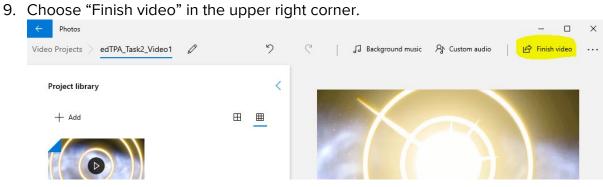
6. The video you choose will appear highlighted and have a check mark next to it. Choose "Place in storyboard."



7. The video clip will appear in the storyboard at the bottom of the screen.



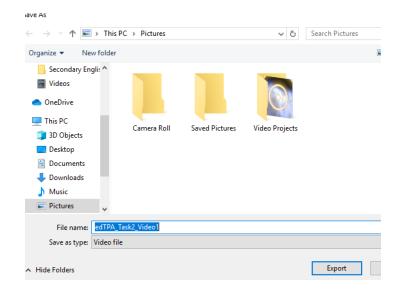
8. You can trim the clip further using the "Trim" function. **Do not make any edits to** the file itself (no titles, text, filters, etc.) The video clip must be continuous (no breaks) and **unedited**, or it will not be scored.



10. You will be prompted to choose a video quality. The default is "High 1080p." Change this to "Low 540p (smallest file size). Then select "Export."

More options	
Low 540p (smallest file size)	
Medium 720p	
High 1080p (recommended)	

11. You will be prompted to choose a destination for the video file.



12. The new file will open automatically. Verify that both the video and audio work properly before you upload the file to Tk20.