

INSTRUCTIONS

Multimedia BCST Final Cut Pro Stations.

There are two edit stations available for BCST students in the Multimedia Lab Bldg 27. They are G5's equipped with Final Cut Pro and other video & audio applications.

You may use the edit stations at anytime during lab hours. If both edit stations are being used, you may sign up to use the next available one. Please let the current users know that you are interested in editing when they are done, so they know that someone is waiting.

If you are digitizing, you should have an EDL and know exactly what you are going to capture.

RULES - You must abide by all Multimedia Lab policies and show respect for lab technicians and staff.

TIME LIMIT - You may edit for up to **three hours** in one session if others are waiting. If no one else needs to edit, you may continue editing beyond three hours. Just be courteous.

MULTIMEDIA LAB INFO

Building 27, Room 100
Lab Phone 574-6446

Hours: M-Th 8:30 am – 10:00 pm
F 8:30 am - 4:30 pm

PROCEDURES - You must SIGN IN at the tech desk, recording the time you begin editing.

Check out the tape deck to digitize or master to tape. You should get the following:

- Panasonic DV tape deck & remote
- Power cable
- Firewire cable
- Sony headphones
- FCP mini-guide booklet

Plug in the deck, hook up the firewire cable from the deck to the G5, power up the G5.

LOGGING IN Name: Station on the left is BCST 1, the one on the right is BCST 2.

USING FINAL CUT PRO - See the FCP mini-guide booklet included with the deck.

MEDIA MANAGEMENT - Keep track of where your media is digitizing to. Use clip names that make sense and will be easy to locate later if needed.

FINISHING - When you are done editing, you must unhook the deck from the computer, put all items in the bag, and return to the lab tech's desk. Please clear the edit station of all clutter.