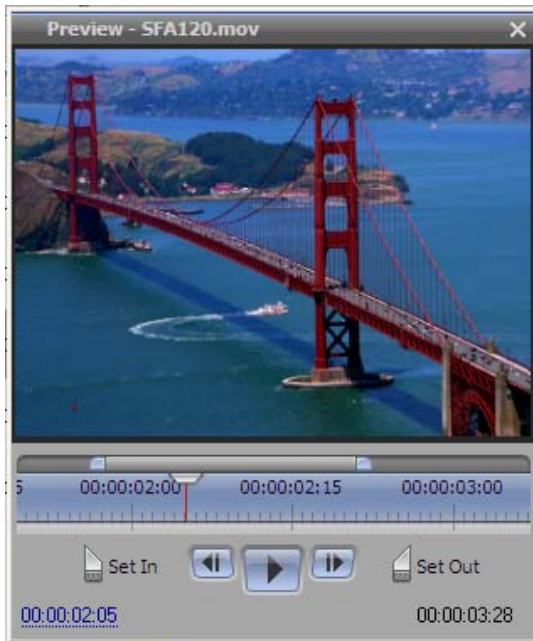


# How to Edit Clips

Editing clips includes previewing and trimming them to eliminate unnecessary material. It could also include revising clip properties such as speed, direction, and duration. If you have media clips generated by other programs, you can also edit them in their original applications from within Adobe Premiere Elements.

## The Preview panel

Although the Timeline is the primary workspace for assembling clips into movies, the Preview panel (**Figure 1**) provides a helpful workspace for viewing clips, setting their In and Out points, and adding markers to clips and movies. Double-click any clip from the Available Media panel to launch the Preview panel. The time ruler graphically represents the full duration of a clip or movie.



**Figure 1** The Preview panel

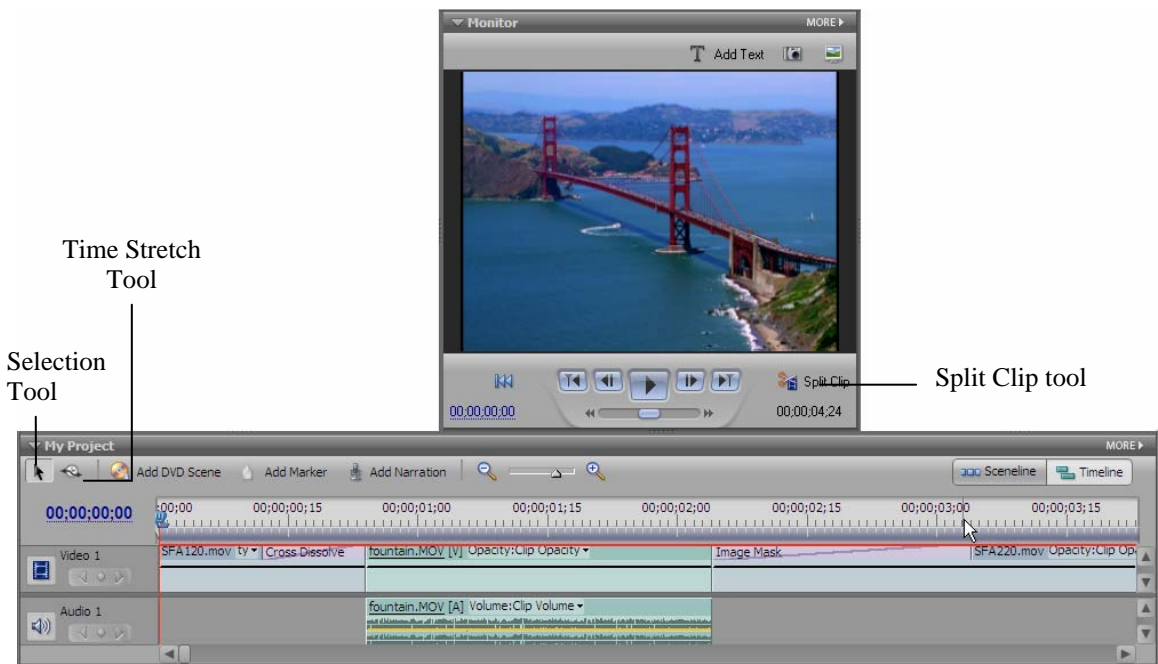
## Editing tools

You use the editing tools on the Timeline and Monitor to trim clips, split them, and change their speed (**Figure 2**). When you edit on the Timeline, the pointer changes to the currently active tool. If the pointer changes to a red slash, you cannot use the tool on the clip under the pointer.

*Selection tool:* Selects clips for previewing or trimming.

*Time Stretch tool:* Changes the playback speed and duration of a clip without changing its In or Out points. Dragging the edge of a clip in one direction lengthens it and slows it down; dragging in the other direction shortens the clip and speeds it up.

*Split Clip tool:* Splits the selected clip or clips at the current-time indicator. Be sure to select only the clips you want split before you click the Split Clip tool. If no clips are selected, the Split Clip tool cuts all tracks at the current-time indicator.



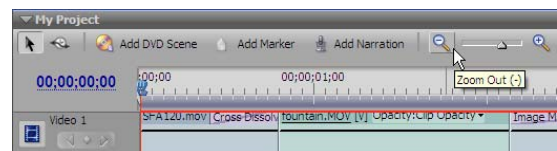
**Figure 2** Editing tools on the Timeline and Monitor panels

**To zoom into or out of the Track View time ruler**

When you zoom in on the Track View of the Timeline, Adobe Premiere Elements magnifies the Timeline around the current-time indicator, letting you examine smaller increments of media. You can also zoom in as you add a clip to the Timeline, magnifying the location around the pointer rather than the current-time indicator. This technique lets you better see the placement of the insertion before you release the mouse. In contrast, zooming out shows more of the Timeline, giving you a visual summary of the movie.

**To zoom into or out of the Track View time ruler:**

1. Click the Track View button in the Timeline panel.
2. Do one of the following:
  - To zoom in or out as you add a clip, drag a clip to the Timeline. Hold down the mouse button and press the Plus (+) key to increase the zoom factor or press the Minus (-) key to decrease it until you have zoomed as far as you want to go.
  - To zoom in on the Timeline, drag the Zoom slider to the right or click the Zoom In button.
  - To zoom out of the Timeline, drag the Zoom slider to the left, or click the Zoom Out button (**Figure 3**).



**Figure 3** To zoom out of the track view, click the Zoom Out button

**Note:** To zoom out so the entire length of the movie is visible in the Timeline, make sure the Track View of the Timeline is active, and then press the backslash (\) key. You can also zoom in and out by pressing the Plus (+) or Minus (-) keys on the keyboard (not the numeric keypad).

**To position the current-time indicator:**

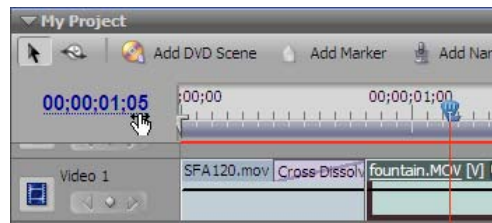
In either the Preview panel or the Track View of the Timeline, do any of the following.

- Drag the current-time indicator (**Figure 4**).
- Click the time ruler where you want to position the current-time indicator.
- Press Shift while dragging the current-time indicator to snap it to the edge of the closest clip or marker.
- Drag the time display (to the left of the time ruler) to the desired time value (**Figure 5**).
- Click the time display (to the left of the time ruler), type a valid time, and then press Enter. (You don't need to type leading zeros, colons, or semicolons. However, be aware that Adobe Premiere Elements interprets numbers under 100 as frames.)
- In the Timeline view of the Monitor panel, use any playback control.

**Note:** You can use the Home or End keys on the keyboard to skip back to the beginning or ahead to the end of the movie. The Page Up and Page Down keys go to the previous and next clips. The Right and Left Arrow keys move the current-time indicator forward or back a frame, and pressing Shift+Right Arrow or Shift+Left Arrow moves the indicator in increments of five frames.



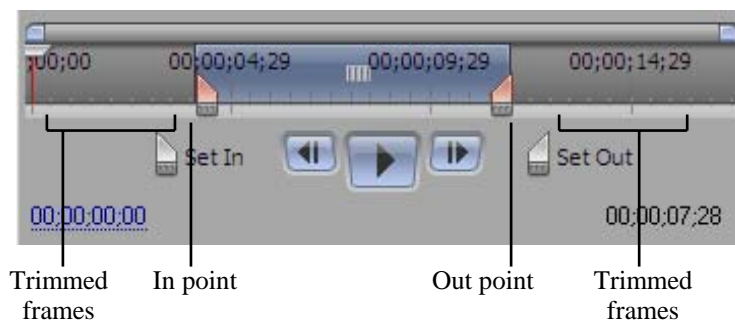
**Figure 4** In the Preview window, drag the current-time indicator



**Figure 5** In the Timeline, drag the time display to the desired value

**About trimming clips**

You can build movies in several ways, but all of them involve selecting the portions of source clips you want to include. You rarely use an entire clip. In and Out points define the first and last frames you want to use from a clip (**Figure 6**). Setting In and Out points does not actually delete frames from the hard drive but instead isolates the portion of the clip you want included in the movie. In a manner of speaking, In and Out points open a window over the clip, showing only the part you select. You can move the points as needed to regain any frames you might have trimmed off.



**Figure 6** In and Out points serve as a window over a clip

You always trim from either end of a clip. To trim frames from the middle of a clip, you must first split the clip (which creates two instances of the original clip) and then trim the unwanted frames from the end of the first new clip or the end of the second. You can trim a clip by clicking buttons in the Preview window, by dragging handles in the Monitor panel while viewing the Sceneline, or by dragging the ends of the clip in the Timeline.

### About previewing and trimming in the Preview window

You can preview any clip and set new In and Out points for it before arranging it with others in the My Project panel. You might, for example, preview your clips to determine their quality and trim off their unusable parts before starting to arrange them. You can preview and trim clips in the Preview window (Figure 7).

Trimming a clip in the Preview window sets its In and Out points for all subsequent instances placed in the My Project panel. It does not change the In and Out points of instances of the clip already in the My Project panel before the trimming.

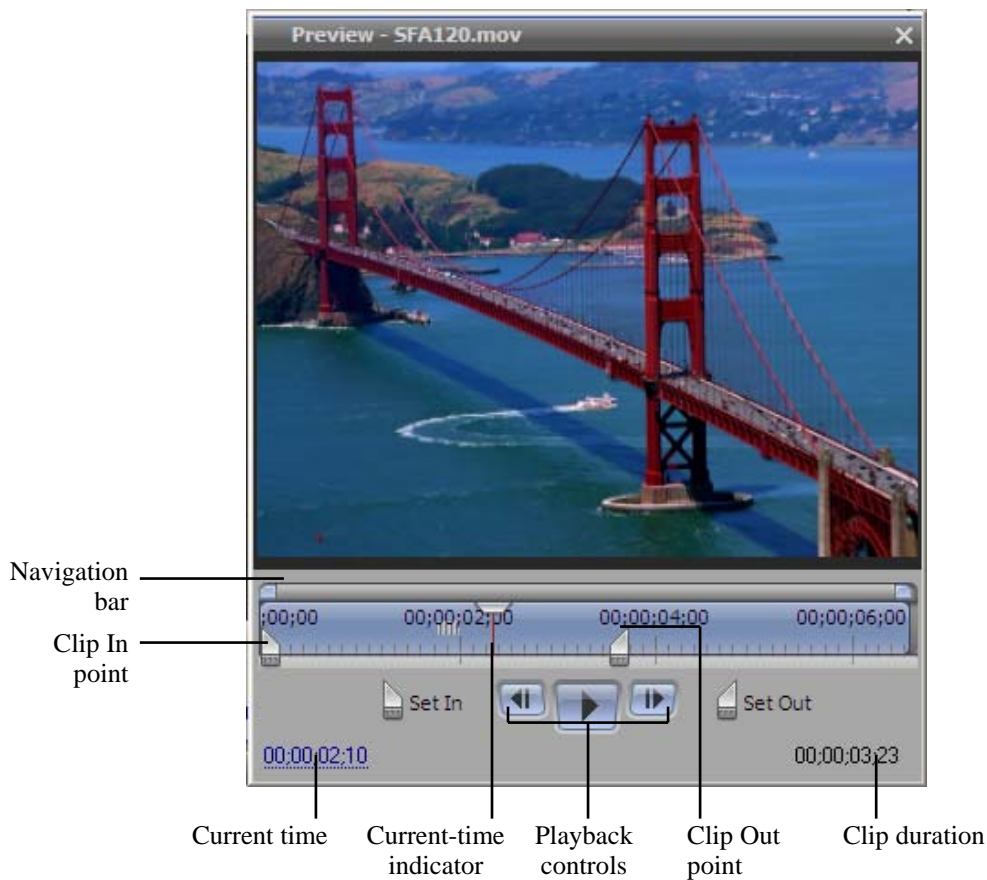
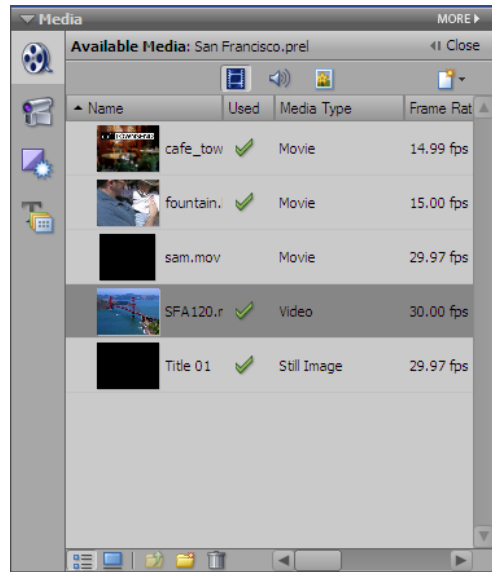


Figure 7 Preview window and controls

**To preview a clip in the Preview window:**

1. Click the Available Media button in the Media panel.
2. Double-click a clip in Available Media (**Figure 8**).  
The clip appears in the Preview window.
3. Do any of the following in the Preview window:
  - To play the clip, click the Play button.
  - To step back or forward one frame, click the Step Back button or the Step Forward button.
  - To step back or forward five frames, Shift-click the Step Back button or the Step Forward button.



**Figure 8** Selecting a clip from the Available Media panel

**To trim a clip in the Preview window**

You can trim a clip in the Preview window before placing it into the My Project panel. The Set In and Set Out buttons mark the start and end frames of the clip. Once a clip is in a movie, you can reopen it in the Preview window to change its In and Out points for subsequent instances, either regaining frames previously trimmed or trimming additional frames.

**To trim a clip in the Preview window:**

1. Click the Available Media button in the Media panel.
2. Double-click a clip in Available Media.  
The clip appears in the Preview window.
3. To trim the clip, do any of the following in the Preview window:
  - To set a new In point, either drag the In point handle to the desired location or drag the current-time indicator to the desired location and click the Set In button.
  - To set a new Out point, either drag the Out point handle to the desired location or drag the current-time indicator to the desired location and click the Set Out button (**Figure 9**).
4. Click the Close button in the Preview window.



**Figure 9** Setting a new Out point

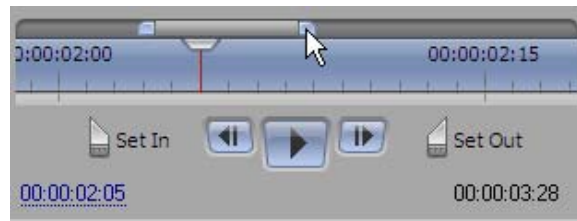
**Note:** Subsequent instances of the clip dragged from Available Media will assume the In and Out points of the trimmed clip. Trimming in the Preview window will not affect instances of the clip already in the My Project panel before trimming.

### To zoom in and out in the Preview window

When previewing a clip in the Preview window, you can zoom in or out of its time ruler to expand or contract its increments. Zooming in on the time ruler helps you see changes happening over small expanses of time, even over the duration of a single frame. Zooming out helps you see changes happening over longer spans.

#### To zoom in and out in the Preview window:

- To zoom in on the time ruler, drag either end of the navigation bar toward the center (**Figure 10**).
- To zoom out on the time ruler, drag either end of the navigation bar out toward the edge of the ruler.



**Figure 10** Drag the navigation bar towards the center to zoom in on the time ruler

### To trim a clip in the Monitor panel

When the My Project panel is in the Sceneline view, you can trim clips directly in the Monitor panel.

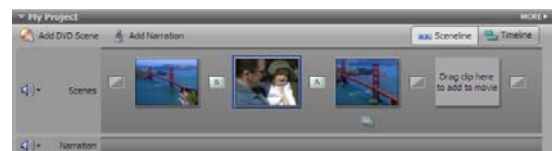
#### To trim a clip in the Monitor panel:

1. In the My Project panel, click the Sceneline button.
2. Select a clip in the Sceneline (**Figure 11**).

The clip appears in the Monitor, with a clip representation containing the clip's filename on the time ruler of the Monitor.

3. Do one of the following:
  - To trim the clip from the beginning, drag the In point handle on the left of the clip representation to the right (**Figure 12**).
  - To trim the clip from the end, drag the Out point handle on the right of the clip representation to the left.

The Monitor shows the frame at the location of the handle you drag.



**Figure 11** My Project panel, Sceneline view



**Figure 12** Trim the clip in the Monitor panel with the In point handle

## To remove frames from the middle of a clip in the Sceneline

You may want to retain material at the beginning and end of a clip for your movie but remove material from its middle. You can split the clip right before the unwanted section begins and then trim the unwanted material from the beginning of the newly created second clip.

### To remove frames from the middle of a clip in the Sceneline:

1. In the My Project panel, click the Sceneline button.
2. Select the clip containing unwanted material in the Sceneline.
 

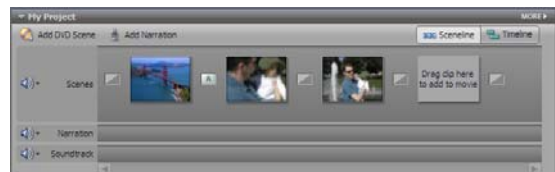
The clip appears in the Monitor, with a clip representation containing its filename in the time ruler of the Monitor.
3. Drag the current-time indicator in the Monitor to the frame where the unwanted material begins.
4. In the Monitor, click the Split Clip button (**Figure 13**).
 

Two clip representations replace the original in the time ruler of the Monitor, and two clips replace the original in the Sceneline.
5. Select the representation of the second clip in the time ruler of the Monitor.
6. Drag the Set In handle of the clip representation to the right, and drop it past the unwanted material.
 

The unwanted material is removed from the beginning of the second clip, and the gap created between the first and second clips is automatically closed (**Figure 14**).



**Figure 13** Place the current-time indicator at the split point, and click the Split Clip button

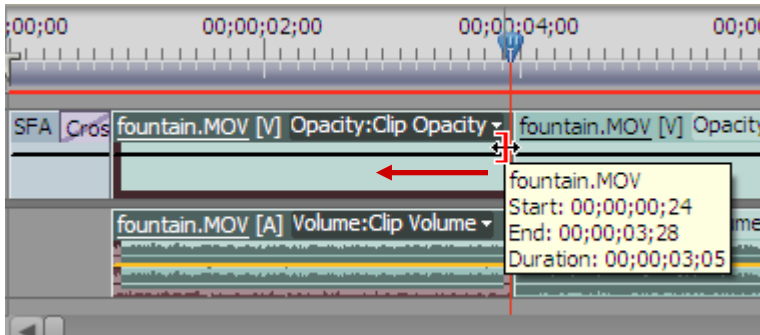


**Figure 14** Two trimmed clips replace the original in the Sceneline

## About editing clips on the Timeline

You can remove or regain trimmed frames from either end of a clip by dragging the clip's edge in the Timeline view of the My Project panel. To help you locate the precise frame you want, the Monitor panel displays the frame at the changing In or Out point of the clip as you drag. If a clip has another clip immediately adjacent to the edge you're trimming, the Monitor panel displays the frames of both clips side-by-side. The frame on the left (the Out point) is earlier in time, and the frame on the right (the In point) is later in time. Subsequent clips in the Timeline shift as you drag the clip's edge. When you are trimming frames, empty space adjacent to the trimmed edge shifts in time just as a clip would.

A pop-up window displays the number of frames you are trimming as you trim them (**Figure 15**). This window displays a negative value if you drag the edge toward the beginning of the movie and a positive number if you drag toward the end of the movie.

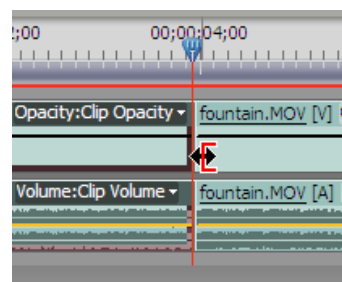


**Figure 15** The Timeline during trimming

For linked clips (video that includes a soundtrack), dragging the edge of one clip changes the In or Out points of both clips. Sometimes you want to trim linked clips independently to create split edits (also known as L-cuts and J-cuts). Pressing Alt when you trim allows you to set the In and Out points of the video and audio separately.

**To trim clips on the Timeline:**

1. In the My Project panel, click Timeline.
2. Click the Selection tool.
  - Note:** To trim only one clip of a linked pair, Alt-select the clip to temporarily unlink them. Select them again to move them as a unit.
3. Position the pointer over the edge of the clip you want to trim until the correct icon appears:
  - Trim-In icon to trim the beginning of a clip (**Figure 16**)
  - Trim-Out icon to trim the end of a clip
4. Drag the edge to the desired frame. Notice that the Monitor panel displays the frames as you drag, also showing the frame from the adjacent clip (**Figure 17**). Subsequent clips in the track shift in time to compensate for the edit, but their durations remain unchanged.
  - Note:** You cannot drag the In point of a clip to the left past the edge of an adjacent clip.



**Figure 16** Trim-In icon indicates trimming from the beginning of a clip



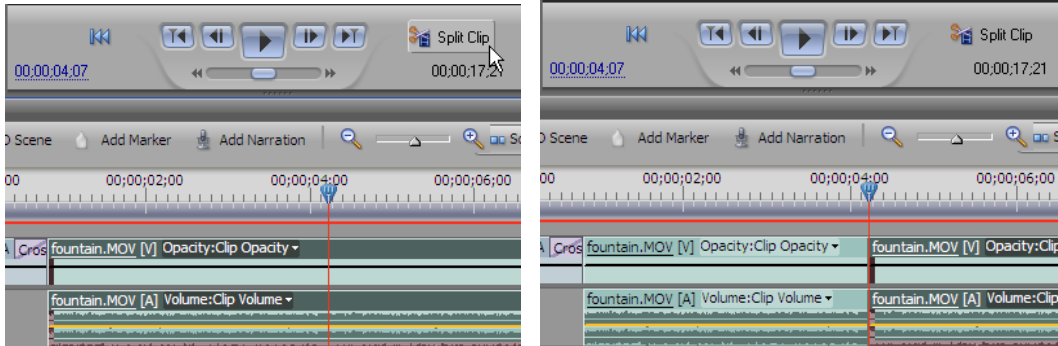
**Figure 17** Adjacent frame and trimmed frames are both visible in Monitor to help with trimming

**About splitting clips**

At times you may want to apply different effects to different parts of a clip. For example, you may want to speed up the first part of it while leaving the second part at normal speed. To do this, you cut a clip into separate pieces and then apply effects and transitions to those pieces. You can split a clip in a movie by using the Split Clip tool to cut one or more selected clips at the current-time indicator.

Splitting a clip creates a new and separate instance of the original clip and, if linked to another clip, a new instance of the linked clip as well. The resulting clips are full versions of the original clip but with the In or Out point changed to match the location marked by the tool (**Figure 18**). You can select and delete these clips.

**Note:** If you want to change effect settings over time, you don't have to split the clip. You can apply keyframes to a single clip instead.



**Figure 18** Timeline view showing split Clip tool before (left) and after (right) cuts selected clips at the current-time indicator

### To split a clip

You can split a clip at any frame, creating one clip that ends and another that begins at that frame. You can edit the two resulting clips as you would any other clips.

#### To split a clip:

1. In the My Project panel, click either the Sceneline button or the Timeline button and select a clip in the Sceneline or Timeline.  
The clip selected appears in the Monitor.
2. Do one of the following:
  - If you chose Sceneline, drag the current-time indicator in the Monitor to the frame where you want to create the split (**Figure 19**).
  - If you chose Timeline, drag the current-time indicator on the Timeline to the frame where you want to create the split.
3. In the Monitor, click the Split Clip button (**Figure 20**).

Two new clips take the place of the original clip in the My Project panel, one ending and one beginning at the location of the current-time indicator.



**Figure 19** In the Sceneline view, drag the current-time indicator in the Monitor



**Figure 20** Click the Split Clip button