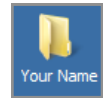


Windows Movie Maker is an easy to use tool for creating movies on a computer. With a prepared script and a set of still images, you can add your own narration and produce a movie quickly.

Important: Before you begin recording, create a folder on the Desktop with your first and last name. All of the Movie Maker files will be saved in this folder.

To create the folder, right-click a blank area on the Desktop, point to *New*, and then click *Folder*.

Type your first and last name then press the *Enter* key.



Constructing a Movie: Open Windows Movie Maker 2.6



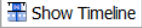
Save Your Movie Project File (.MSWMM):

As you begin working and throughout your work session, you will need to save your movie project.

1. Click File and then Save Project As, or press the F12 key.
2. Browse to your movie folder on your Desktop.
3. Name your project.
4. Click the Save button. Continue to use File/Save as you add narration and images to your project.

Record Your Narration:

A well-recorded narration is very important. For this, you will need a headset with a microphone connected to your PC.

1. Click the Show Timeline button. 
2. On the Timeline, make sure the play head (blue arrow) is at the 0:00 mark (the beginning of the timeline). Drag the play head to the left, if necessary.
3. Click the Tools menu and select Narrate Timeline (or click the microphone on the Timeline toolbar).
4. Click Start Narration to begin recording (at this point, you must be ready to record).
5. Record your complete narration.
6. Click Stop Narration after completing the recording.
7. In the File name box, change the Save location to the folder you made on the Desktop, type a name for the audio narration and click the Save button.



Add Your Images to Your Project:

Images, appropriate for your movie project, should be formatted horizontally. Each image should be at least 800x600 in terms of pixel size, and should be saved in your folder on your Desktop. If you have saved images from the Web, it is proper practice to have an annotated bibliography of where those images came from to use as a source list.

Another option is to use only images that you created and/or own.

1. From the File menu, choose Import into Collections.
2. Navigate to your folder on the Desktop. Double-click the folder to open it.
3. Click the image you want to import, or hold down the Ctrl key and type the A key to select all of the images.
4. Click the Import button.



Add Your Images to the Timeline:

From the Collection window (where you can see your images as miniatures), right-click the image and choose Add to Timeline. Place the images on the timeline in the desired order of playback.

Edit the Length of An Image:

By default, images placed on the timeline play for 5 seconds. You can make the image play longer or shorter by adjusting the image length. When making a movie with images and narration, it is best if the images are edited for length so that each image shows up at the exact time, and matches-up with your spoken words.

1. In the Timeline view, click on the image you would like to adjust.
2. Place your cursor on the right edge of the image until you see a double red arrow. Click and drag the double arrow (to the left for a shorter clip or to the right for a longer clip) until you reach the desired end point of your matching narration.



Add a Title at the Beginning

1. Click the Tools menu.
2. Click Titles and Credits.
3. Choose Add title at the beginning of the movie.
4. Type the title in the Enter Text for Title box.
5. Use the items listed under More options to edit the title's text and change the font and colors.
6. When finished, click Done, add title to movie.

Produce the Final Movie (when you are done editing)

Once you are finished with your movie project you will need to save it as an actual movie file.

1. Click the File menu and then choose Save Movie File.
2. From the Movie Location window, choose My Computer, then click the Next button.
3. Enter a file name for your movie.
4. Click the Browse button and navigate to your named folder on the Desktop.
5. Click the OK button.
6. Click the Next button.
7. In the Movie Setting window, leave the quality setting at Best quality for playback on my computer, then press the Next button.
8. Your movie will be processed (this can take a bit of time). When done, click the Finish button.
9. The movie will be given a .wmv file extension. This movie can now be viewed using Windows Media Player. You will save this final movie to your flash drive to take home.



Adding Your Finished Movie File (.WMV) to Moodle

1. Log into Moodle and enter your course site.
2. With editing turned on, select File from the Add a resource drop-down list.
3. Type a name for this item in the General > Name field. You can also enter a description for the item. For the description to display for the students, check the Display description on course page box.
4. From the Content area, click the Add button.
5. From the File Picker box, click the Upload a file link.
6. Click Browse to find your file and select that file by double-clicking on the file's name.
7. Click the Upload this file button.
8. Under Options > Display, select Force download.
9. Click the Save and return to course button.

Note: the File function is meant for one file upload only. If you want to upload multiple files at one time, select Folder from the Add a resource menu and then add multiple files into that folder.