

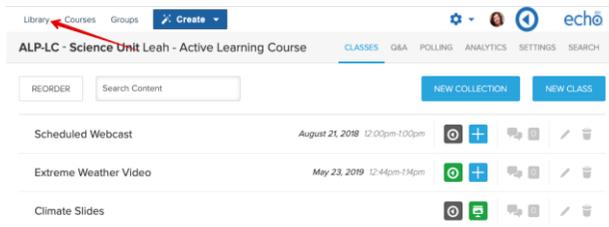
# Editing Echo360 Video Using the New Media Editor (page 1 of 3)



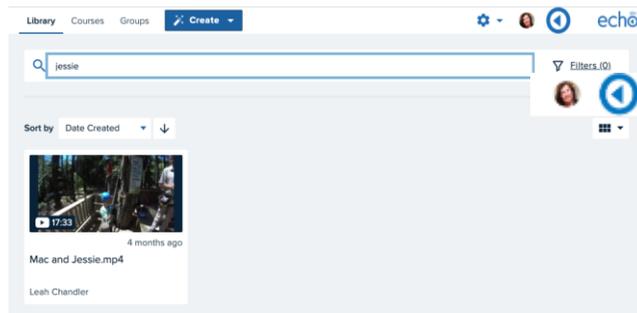
Easily edit, save and publish the media that you own. The new media editor provides frame accurate editing for single or multi-channel video in an easy to use and accessible interface.

## Access the media editor from your library

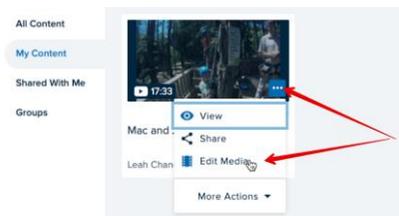
1. Access Echo360 as an instructor and navigate to your library by clicking on the Library link in the top left hand corner.



2. Search for the content you would like to edit



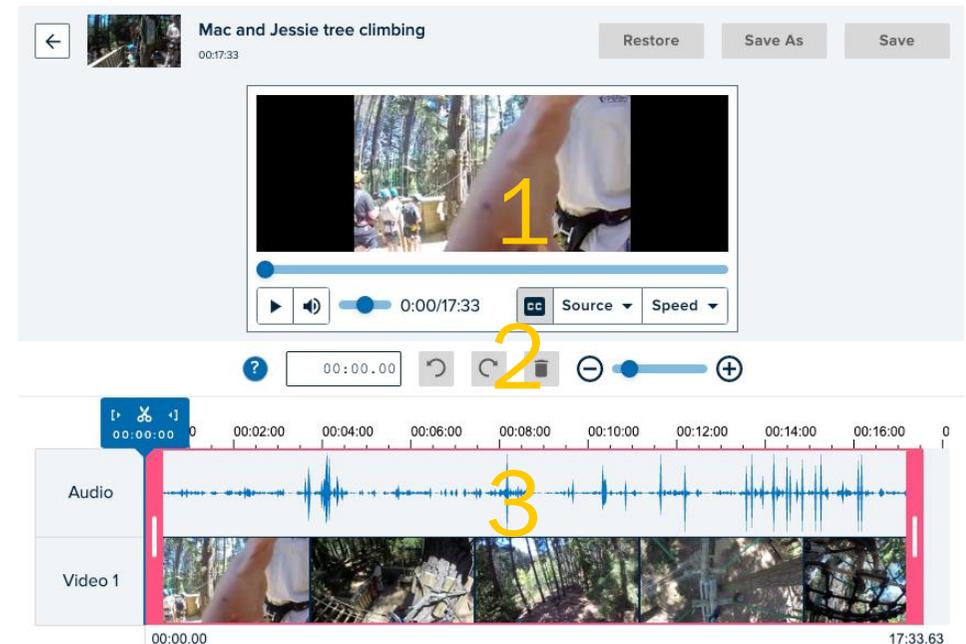
3. Click on the 3 dots to bring up the shortcut menu and choose "Edit Media"



## The media editor explained

The media editor consists of three main functional areas:

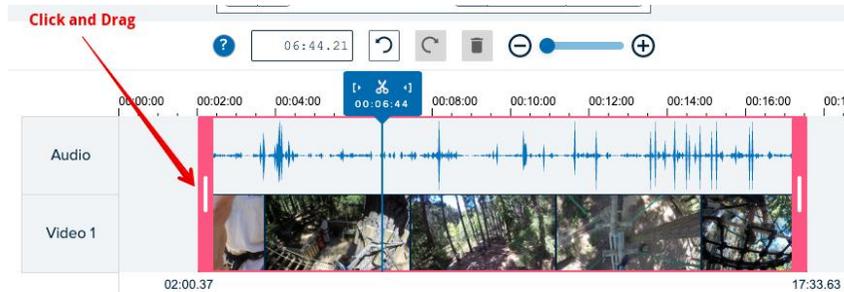
1. Player - play recording at any time, with any edits applied
2. Tool Kit - access help, enter specific timecode for precise playhead placement, undo, redo, delete clip and zoom in/out of timeline
3. Timeline - shows trim handles, scissors/cut video, playhead current location, timeline of recording, audio and video channel/s



# Editing Echo360 Video Using the New Media Editor (page 2 of 3)

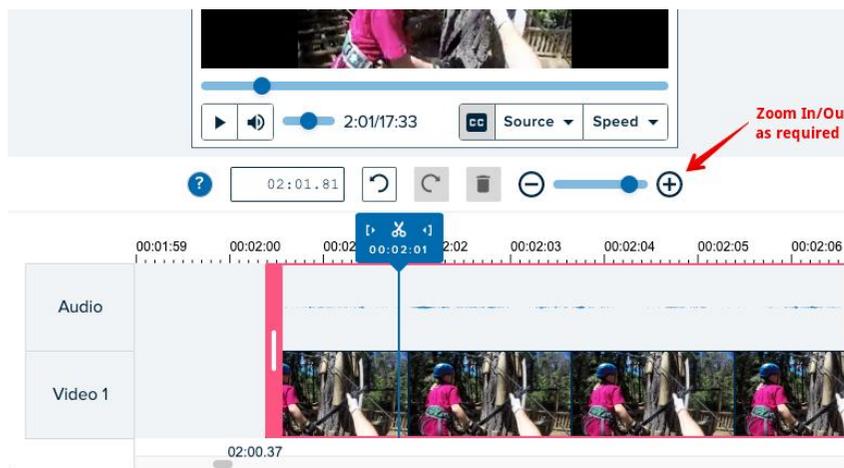
## To top and tail video

1. Click the left trim handle (in pink) and drag to desired starting point on the time line.



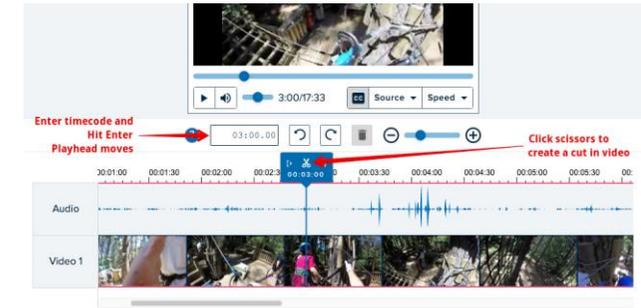
2. Click the right trim handle (in pink) and drag to desired end point on the timeline.

3. For more precise trim, use the zoom Levels to increase accuracy



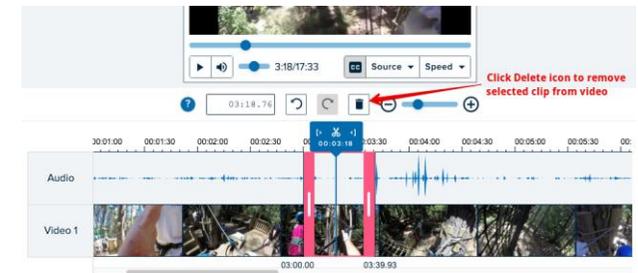
## To cut out a clip

1. Move the playhead to the desired point in video by clicking in the timeline or enter the applicable time code and hit enter (the playhead moves).



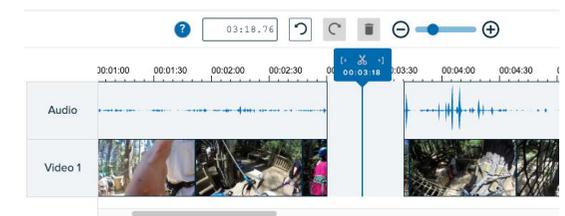
2. Click the scissors icon to create a cut in video (left most clip is then selected by default)

3. Repeat: move playhead and use scissors to create a cut in video



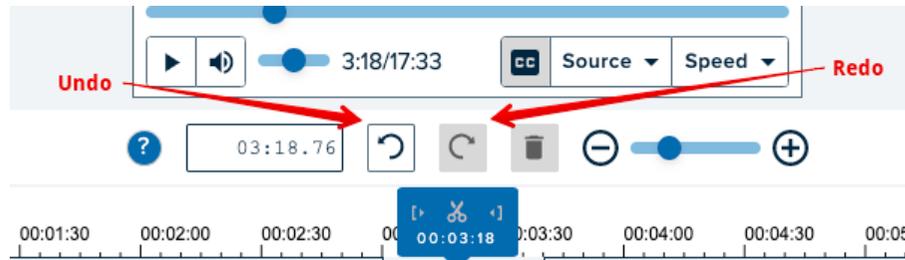
4. Select clip you wish to delete from video (clip highlights in pink)

5. Click on delete (clip is removed)



## Undo/redo that action

1. To undo the last action, click on the undo button.



2. Keep using the undo button until all actions have been undone as required.
3. If necessary you can use redo, if you accidentally undo too many actions.

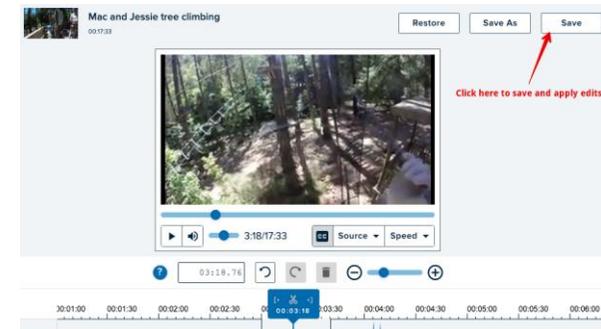
## Saving when done

You have two main options to save your edited recording:

1. Save and apply the edits to the current video
2. Save as a new video with edits applied (and optionally share to a course)

## 1. Save and apply edits to current video

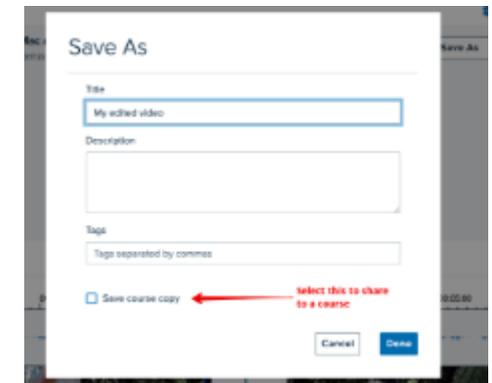
1. Upon finalising your edits click "Save", to save the video with edits applied.



## 2. Save as a new video (and share to course)

1. Upon finalising your edits click "Save As" to save the video as a new video with the edits applied.

A dialog box is displayed.



2. Provide a name for the new video and optionally select the checkbox "Save course copy" which will expand the dialog box to enable you to select a course and class for sharing to students.

3. Click "Done"