

How-to:

SET UP A Final Cut Pro FILE



RULES:

1. ALL projects must be approved by the instructor before any editing begins.
2. DO NOT delete other people's movie files.
3. Name your project using the topic, NOT YOUR NAME!!!
4. Every project must be inside of a folder on the desktop.
5. Delete your project after it is no longer needed by dragging the entire project folder to the trash. DO NOT EMPTY THE TRASH.

PROCEDURES:

1. Create a Project folder on the desktop. (with a name specific to the topic)
2. Open Final Cut Pro by clicking on the icon located on the desktop or on the dock. An untitled project opens.
3. Pull down the FINAL CUT PRO menu and select PREFERENCES.
4. Set the Scratch Disk to the project folder you created.
5. Pull down the FILE menu and select Save Project As.
6. Give your project a name, select your folder to save it in, and then click save.
7. Create Bins in the browser for your clips by pulling the FILE menu down, selecting NEW, and then BIN.
5. Save your file frequently as you make edits.
6. When your editing session is finished, pull down the FINAL CUT PRO menu and select QUIT FINAL CUT PRO.
7. To reopen your file go into your folder and click on your project file inside your project folder. There is no need to open using the Final Cut Pro icon.