Quick Guide to
POLISHING YOUR PIECE:
ADDING VIDEO TRANSITIONS AND EFFECTS

This quick guide should be used in conjunction with the educast *Polishing Your Piece: Adding Video Transitions and Special Effects*. These materials provide some tips and techniques for polishing your digital story by adding transitions and special effects.

**Step 1: Review the Rough Cut**
1a) Click “Rewind timeline” icon
1b) Click “Play” to listen to digital story from the beginning
1c) Assess the piece, making sure voiceover and images work well together
1d) Make notes on what works and what doesn’t

**Step 2: Adding Video Effects**
2a) Click toggle link to “Show Storyboard”
2b) Scroll back to beginning of piece
2c) Select “Video Effects” from dropdown menu in top navigation pane
2d) Dismiss Movie Tasks pane
2e) Select image to apply effect to
2f) Scroll down Effects pane to view range of options
2g) Choose an effect that fits the creative intent of the story
2h) Drag and drop chosen effect into Effect box in bottom left of image
2i) Preview effect in monitor
2j) Repeat same process with other images
2k) To delete unwanted effect, click in Effect box in Storyboard view and click Delete key

**Step 3: Adding Video Transitions**
3a) Select “Video Transitions” from dropdown menu in top navigation pane
3b) Toggle timeline to “Show Storyboard”
3c) Decide which two images to put transition between
3d) Scroll down Transitions pane to explore options
3e) Choose a transition that fits the creative process
3f) Drag and drop chosen transition into Transition box between the two selected images

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Step 3: Adding Video Transitions, con’t
3g) Toggle back to Timeline view to preview transition
3h) Repeat same process with other images
3i) To remove transition, click in Transition box and click Delete key
3j) Toggle back to Timeline view, review piece as a whole
3k) Revise per creative intent