



ScreenPal Editing and Tools

This manual will introduce editing features which can be used to professionalize and personalize your videos.

Video Editing Tools

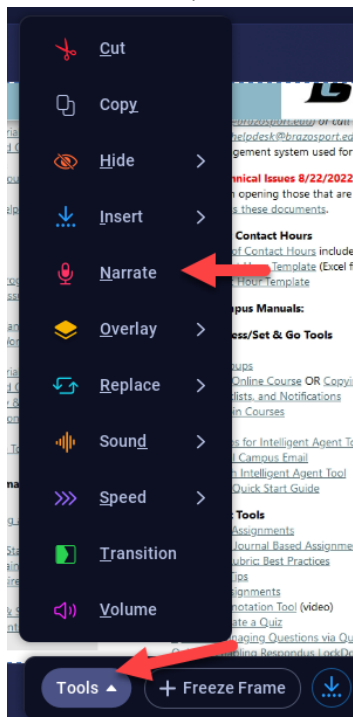
ScreenPal has several editing tools, such as cut, insert, overlay, etc. which can make your videos more personalized and professional. This manual focuses on editing tools only. If you want to learn the basics of recording and creating a video view Working with ScreenPal. For the purpose of this manual, we will cover Narrate, Transitions, Adjusting the Volume, Overlay Arrow.

Narrate

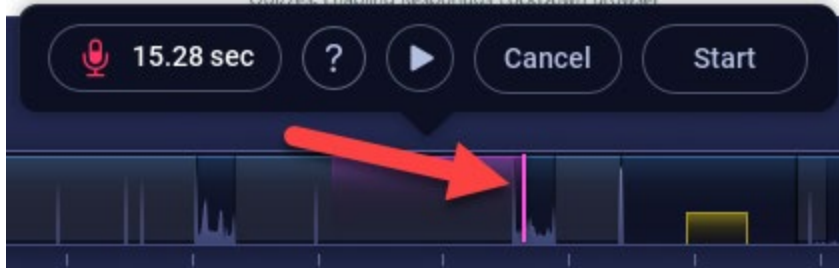
1. Click the timeline where you want to start or replace a narration.



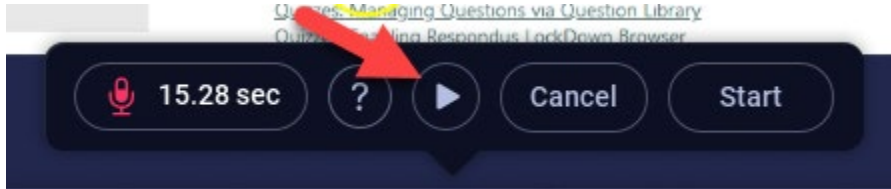
2. Click Tools, then select Narrate.



3. Drag the purple bar to where you want to begin and end replacement narration.



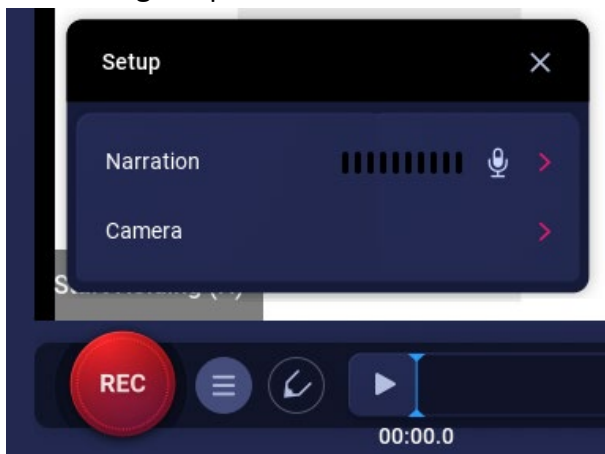
4. Preview the change by **clicking** the preview button. It will play the section with silence.



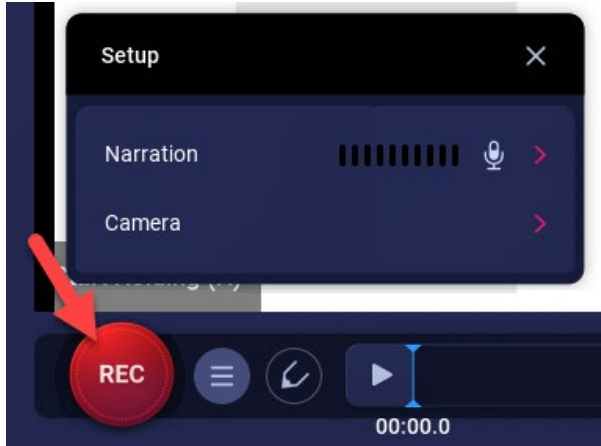
5. Once the chosen section is correct, **click Start**.



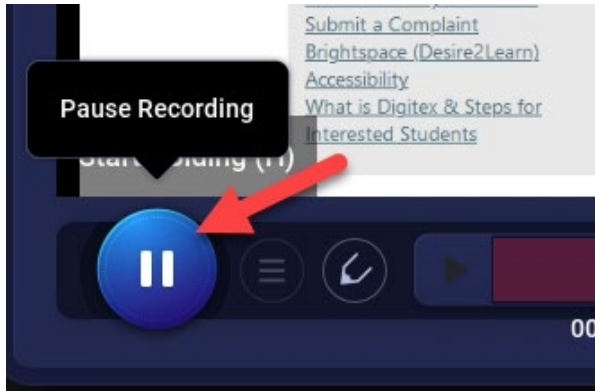
6. A new screen appears with controls to record the new narration while playing back the video. **Click** either the microphone or webcam to use while narrating. **Draw** on the video by **clicking** the pencil icon near the record button.



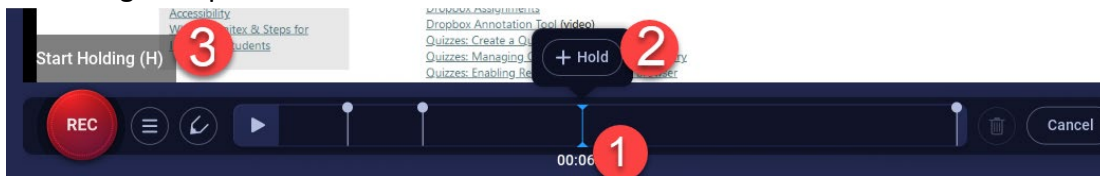
7. Click the Record button and narrate as well as draw on the screen as needed.



8. Freeze the video by clicking the Pause button.

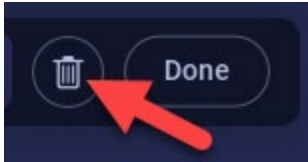


9. Add hold points to the timeline so the video will freeze at that spot so you can talk as much as you want, then unfreeze the video when ready. To add a hold point (1), drag the bar to the area you want to add a hold. Click the + Hold button (2) and to remove it click the – Hold button. You can alternately click Start Holding (3) and then Stop Holding without setting hold points.

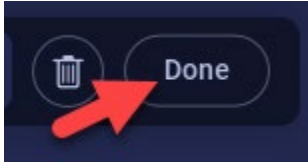


10. Click the Record button. While the video is playing, you can narrate. When it gets to a hold point it will pause and allow you to continue speaking or draw on the screen.

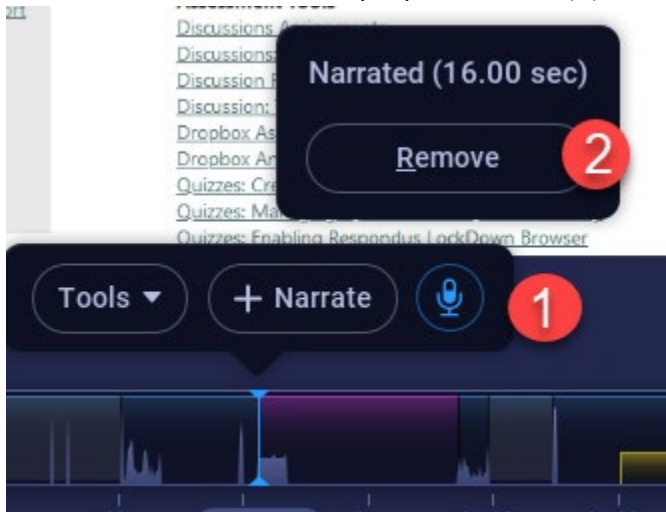
11. If you need to start over click the trashcan icon. This deletes the audio recorded but leaves the hold points you added.



12. When done narrating, **click done**.

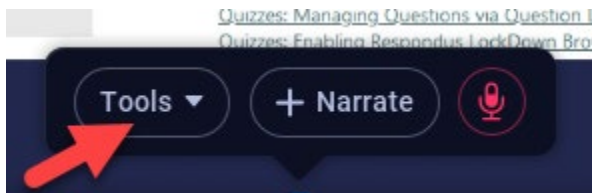


13. The purple span shows the narrated sections. To undo now or later, **click** that spot on the timeline, then **click** the purple mic icon (1), then Remove (2).

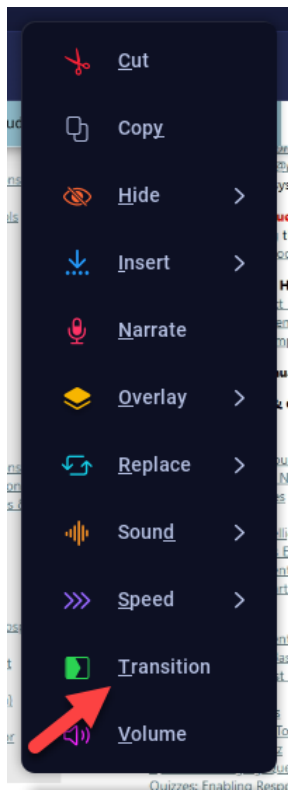


Transitions

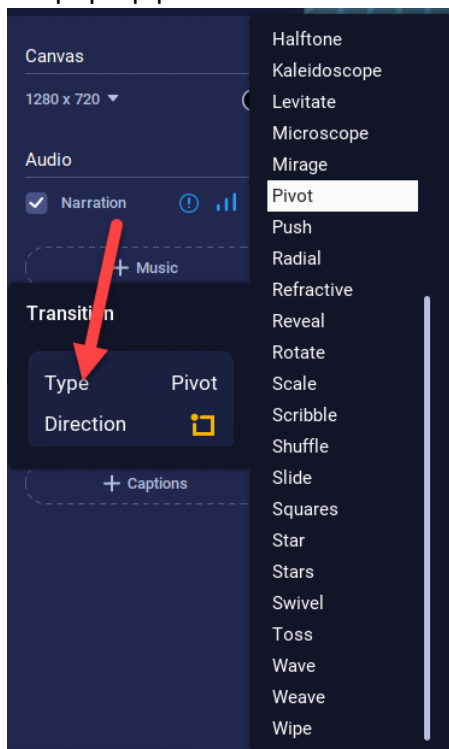
1. **Click** the timeline where you want to insert a transition.
2. **Click** Tools.



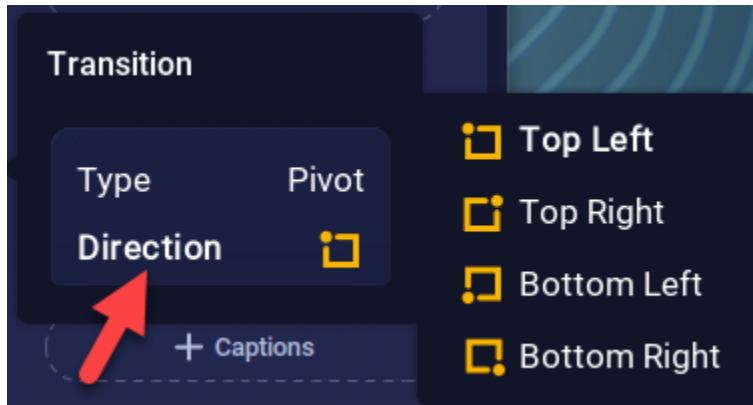
3. Select Transition.



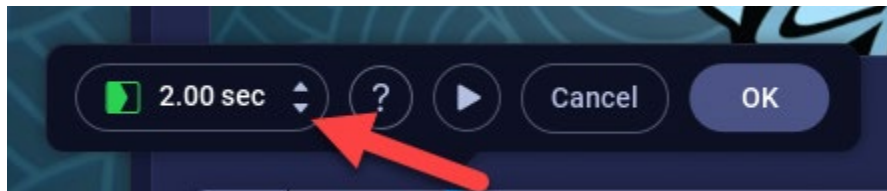
4. Select the type of transition to use by **clicking** on the Type option. **Hover** over them to see a pop-up preview of what it does.



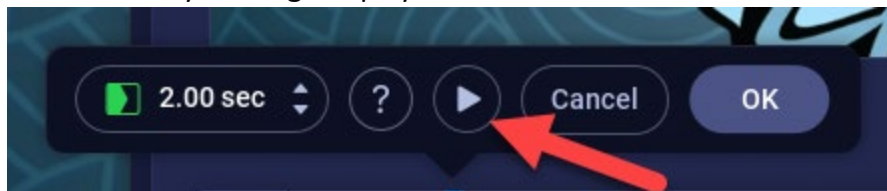
- Depending on the transition you chose, the directional option becomes available. **Click** Direction, then click one of the options.



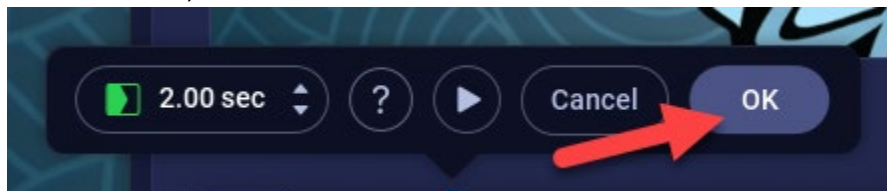
- Increase or decrease the duration of the transition by **clicking** the arrow buttons.



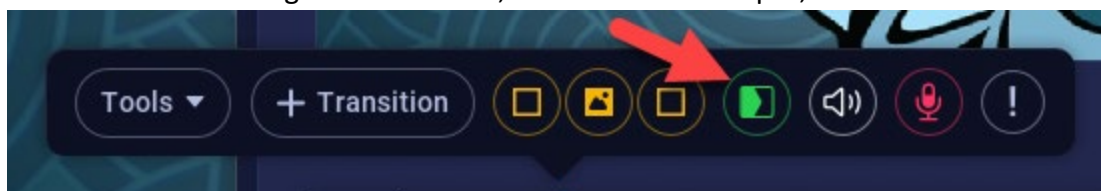
- Preview by **clicking** the play button.



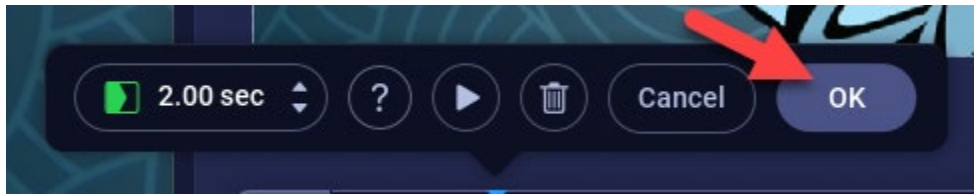
- If satisfied, **click** OK.



- A colored span shows on the timeline where the transition was added. If later you want to remove it or change the transition, seek back to that spot, then **click** the icon.

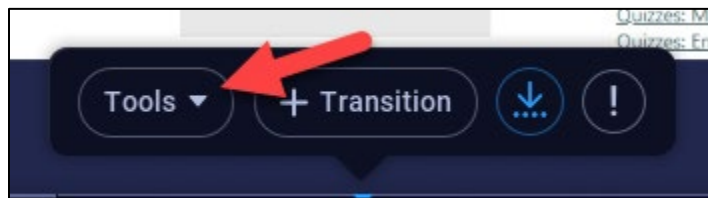


10. Make the changes, then **click OK**.

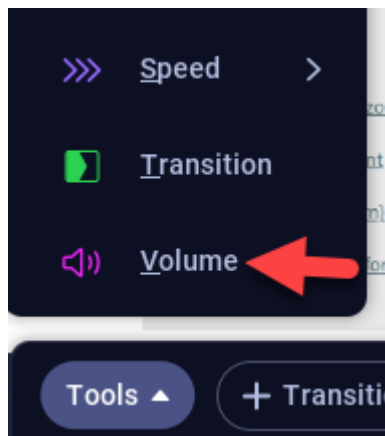


Adjusting the Volume

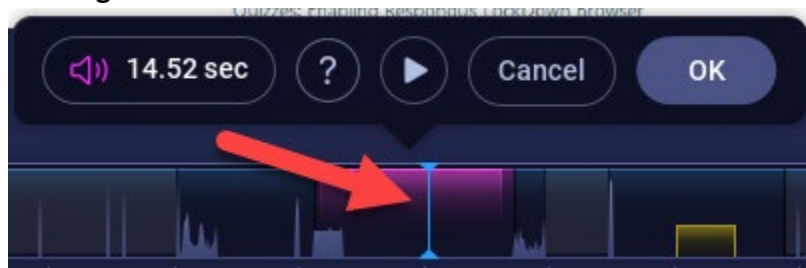
1. **Click** the timeline where you want to insert a transition.
2. **Click** Tools.



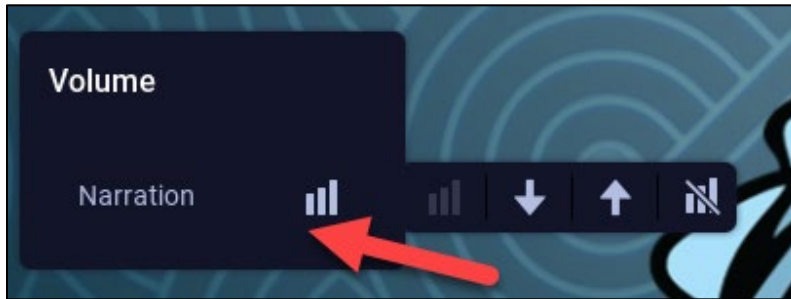
3. **Select** Volume.



4. **Drag** the bar to select the area on the timeline to make the change to.



5. **Choose** from the available options of your video. This is an example of sound from only the computer, but you may have narration, or music as well.

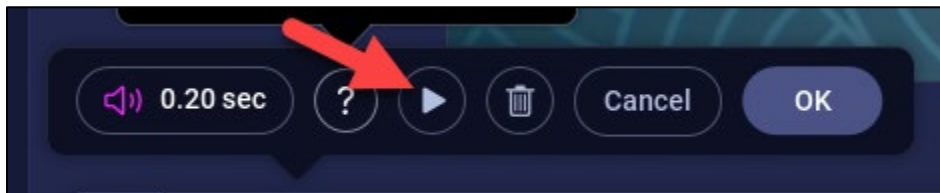


Select either Increase, Decrease, or Silence.

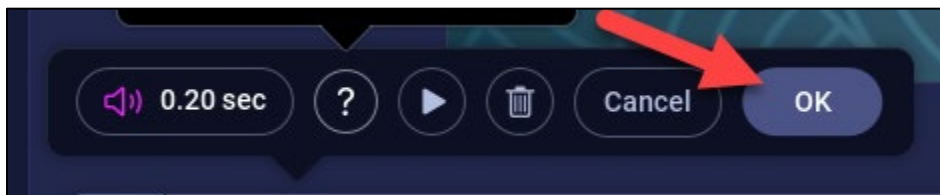
6. See the difference in sound levels on the span.



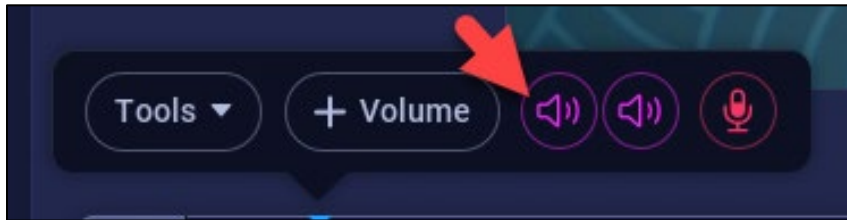
7. Preview the change by **clicking** the Play button.



8. When done, **click** OK.



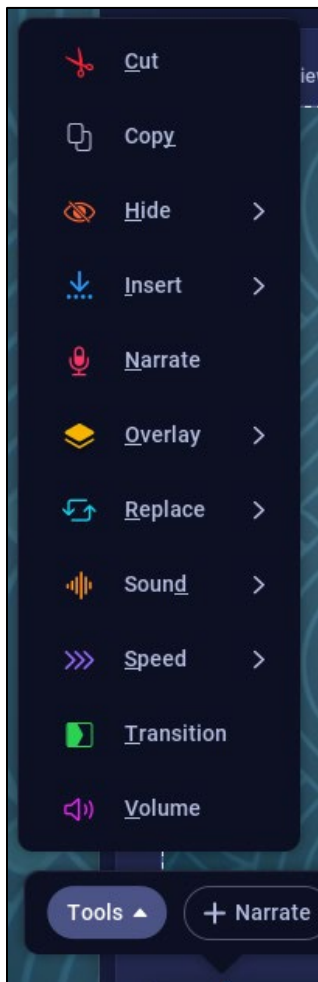
9. A colored span shows on the timeline where the volume change was applied. If later you want to remove it or change it, seek back to that spot, then **click** the icon.



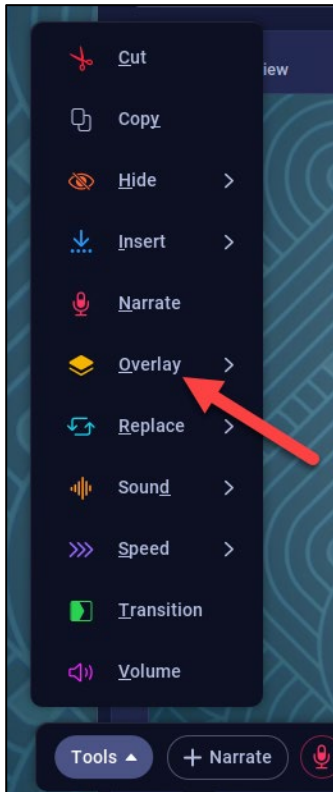
It will bring back up the controls so you can revise.

Overlay Arrow

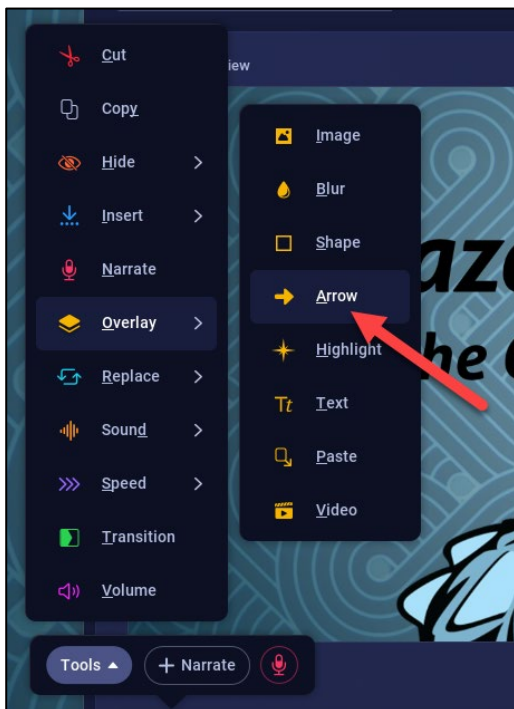
1. **Click** the timeline where you want to add an arrow pointing to a video.
2. **Click** Tools.



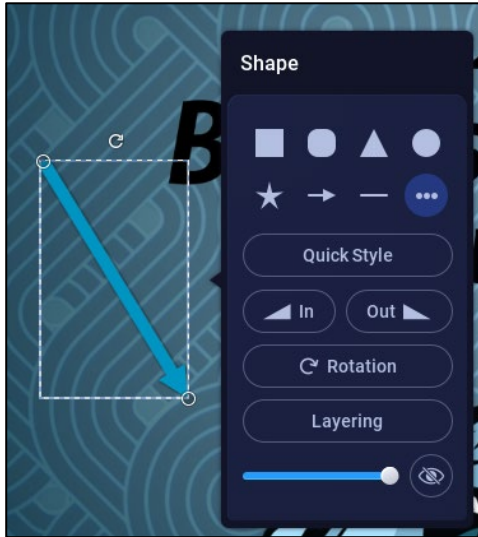
3. Select Overlay.



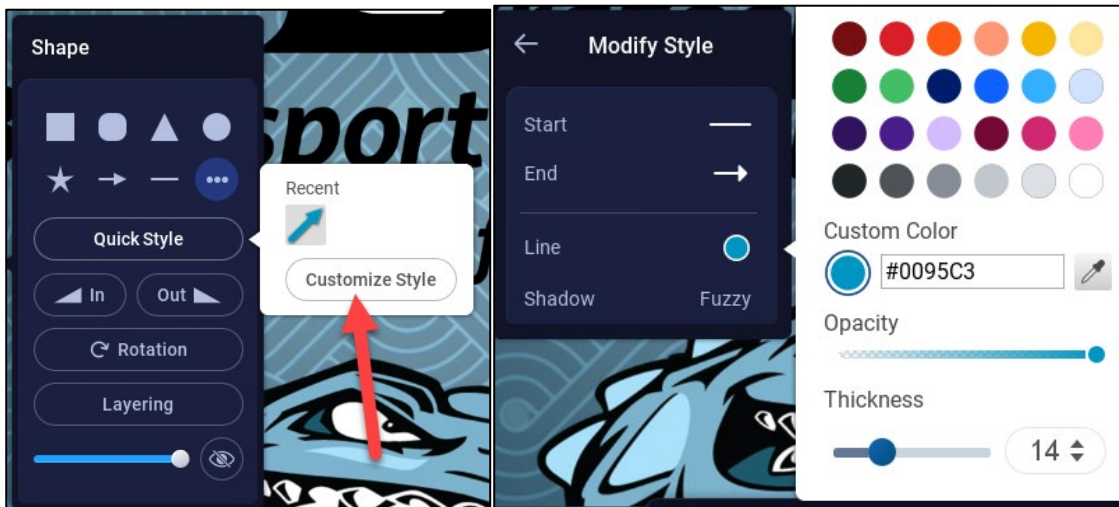
4. Select Arrow.



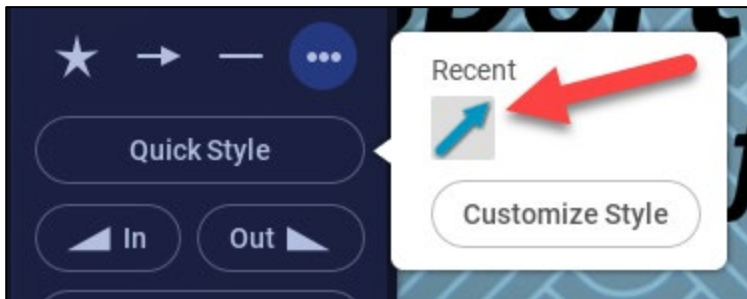
5. **Drag and Resize** the arrow to position it over your video. Fine-tune the position by **holding down** the CTRL key and use the arrow keys to move it around the video.



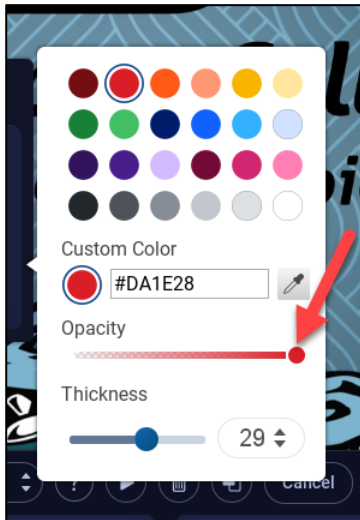
6. **Click** the Style button to change the color, thickness, or add a shadow to the arrow.



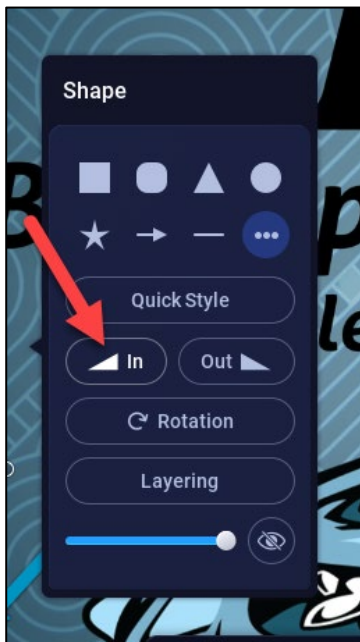
7. Reuse a style already set up by **clicking**, then select the one to use.



8. Change the opacity of the arrow by **clicking** in the bottom slider.



9. Change how the arrow transitions in or out by **clicking** the IN button.



10. Click Fade, Pop, or None, then **click** Done.



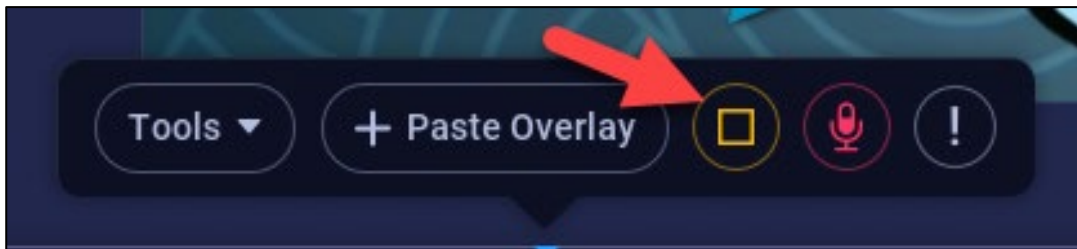
11. Preview the arrow by **clicking** the play button.



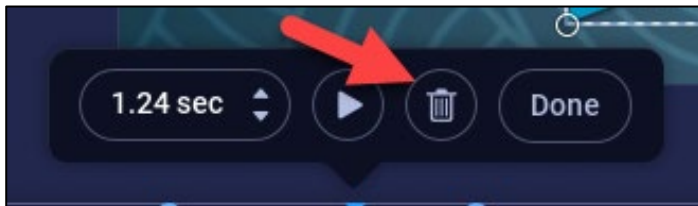
12. To keep the change, **click** OK.



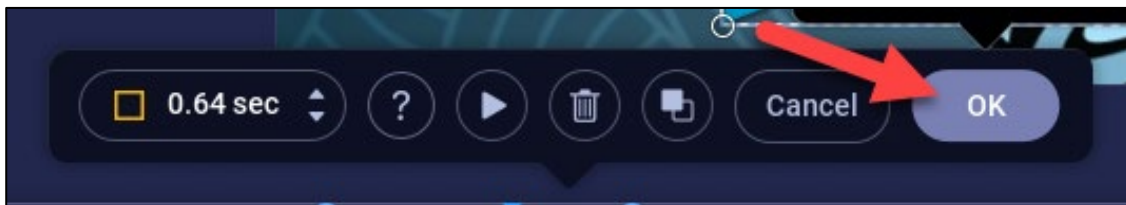
13. Over the colored span where the overlay was added, edit the overlay if necessary, by **clicking** the yellow arrow, proceed with edits.



14. Delete the overlay by **clicking** on the trashcan.



15. To keep the change, **click** OK.



Videos:

For a quick video tutorial on narration please visit <https://screenpal.com/tutorial/easily-add-narration/>

For a quick video tutorial on transitions please visit <https://screenpal.com/tutorial/transitions/>

For a quick video tutorial on how to adjust the volume please visit

<https://screenpal.com/tutorial/adjusting-the-volume/>

For a quick video tutorial on overlay arrow please visit <https://screenpal.com/tutorial/overlay-arrow/>