

Bogart SE

User manual for Version 2

Table of contents

Chapter 1:	Introduction	3
	1.1 Congratulations!	3
	1.2 What is Bogart SE?	3
	1.3 HDV Video material	3
	1.4 Structure of this user manual	4
Chapter 2:	Installation	5
	2.1 Registration	5
	2.2 Using the trackball	5
	2.3 Installing Bogart SE	5
	2.4 Unlocking software	7
Chapter 3:	Basics.	9
	3.1 Editing philosophy	9
	3.2 The user interface	9
	3.3 Working with graphics tablets	15
	3.4 The (integrated) Pro Pack software / available functions.	16
Chapter 4:	Reference.	17
	4.1 System settings	17
	4.2 Project settings	20
	4.3 Video settings	22
	4.4 Archives	23
	4.5 Media Manager	23
	4.6 Recording.	23
	4.7 Editing	25
	4.8 Finish	36
	4.9 Transition effects	37
	4.10 Image Processing effects.	43
	4.11 Titling	47
	4.12 Audio Record, Edit.	53
	4.13 Audio-Mix.	56
	4.14 Shutdown (OFF).	63
Chapter 5:	VGA and DVI Mode	67
	5.1 Dual-monitor use (VGA as an extra monitor to the video or DVI monitor).	67
	5.2 Single-monitor use (VGA/DVI as an alternative).	67
	5.3 Additional notes	68
Chapter 6:	Tips & Error Handling	69
Appendix:	Media Manager	73
	1.1 Unlocking standard and add-on software	73
	1.2 General notes on operation	73
	1.3 Importing and playing various file types	74
	1.4 Playing an imported video file	74
	1.5 Importing your favourite music	75
	1.6 Creating a play list	75
	1.7 Creating a music CD	76
	1.8 Creating a slide show from the photo archive.	76
	2 Media Manager reference.	76
	2.1 Optical media.	76
	2.2 Video archives	78
	2.3 Music archive.	86
	2.4 Photo archive.	88
	2.5 Internet browser	91
	2.6 Network	91
	3 Settings	91
	3.1 Basic settings.	91
	3.2 User interface.	92
	3.3 Video and Audio.	93
	3.4 Connections.	95
	3.5 Parental Control	95
	3.6 Device	95

For the IEEE 1394 interface (Firewire®, MiniDV®) a Firewire Stack from Intoto, Inc. is used.

The module for converting graphics data in PNG format is the PNG Reference Library.

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For JPEG conversion the library of the Independent JPEG Group is used, copyright © 1991 - 1998, Thomas G. Lane.

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The FreeType Engine is used to render Truetype character fonts.

Character fonts are used in license from enStep Incorporated.

Chapter 1: Introduction

1.1 Congratulations!

Congratulations on the purchase of the software Bogart SE! We thank you for the confidence and trust you have shown us, and we hope that it will meet your expectations.

Bogart SE follows a philosophy completely different from that of other video editing systems, opening up new and remarkable possibilities for working with video to you and those who work with you.

If you are new to video editing, you will quickly and easily become acquainted with Bogart SE and will soon enjoy the new creative realms it will open up for you.

For those of you with prior experience with other systems, (for example with linear (analog) equipment or digital computer systems), it will be easy to make and you will be rewarded with the almost limitless possibilities that Bogart SE offers.

This manual will help you with installing and operating Bogart SE. Feel free to contact us to ask further questions or to give us suggestions.

Whenever you contact us, please have your customer number or the serial number of your device at hand so that we can help you more quickly.

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Please visit our Website:

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Phone Support

If you have special technical questions, you can call our technical support hotline:

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When calling, please have the serial number of your device at hand.

Outside of these times you can email or fax us. Messages received in this way are handled during business hours.

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1.2 What is Bogart SE?

The software is a non-linear editor. All video and audio data is stored on the system hard drive and can then be separated into individual scenes. These scenes can be trimmed as desired and added to a storyboard. It is possible to add many different transitions between the scenes. You can mix with six stereo tracks, mixing original sound, various pieces of music, and commentary. A large selection of fonts and effects makes our Titler powerful, yet easy to use.

All of this is meant for the user who is not familiar with computers. Its goal is simplicity of use, even though the power and versatility of the system makes for almost endless creative possibilities. Also, Bogart SE is not affected by limitations in recording duration that typically apply to computers.

1.3 HDV Video material

To create films in high resolution (HD), you require a high-resolution HDV or AVCHD camera. Such a 'switchable' camcorder allows you to film not just normal DV videos, but also HDV. The high-definition format is stored in a more effective compression form such as MPEG-2 or MPEG-4/AVC.

Note: We would like to point out the necessity of using HDV tapes when recording footage to the HDV Recorder and/or Bogart SE editing software (which allows HDV editing)! The special surface coating of these tapes considerably reduces the drop-out rate. Drop-outs lead to evidently more problems in MPEG method in HDV recordings than during standard DV filming. Unlike the DV method, HDV recordings may lose an entire Group of Pictures (GOP) due to a drop-out. This results clearly in more significant picture faults and problems during transfer and editing of such flawed footage.

1.4 Structure of this user manual

This manual explains the Bogart SE functions but refers to various hardware systems.

As the units running Bogart SE may have different technical specifications, this may result in differing software functionality. Such differences are highlighted in the respective parts of this manual.

This manual is divided into two main parts and an appendices.

The first part of this manual guides the user through Installation (Chapter 2) and then through the Basics of device use (Chapter 3). These sections are designed to help new owners to begin editing right away.

In the second main part, all screens, buttons and their functions are explained in a complete Reference section (Chapter 4). There you will find useful hints that will make your work easier. If there is a function that you do not completely understand, there you can read up on it to become more familiar. The chapters VGA Mode (Chapter 5) and Tips & Error Handling (Chapter 6) offer tips and tricks as well as background information. In the appendix, you will learn all about the media manager, which is part of Bogart SE now. The table of contents completes this manual.

Enjoy exploring Bogart SE!

We hope that you will be as satisfied as the many thousands of MacroSystem customers before you!

Chapter 2: Installation

2.1 Registration

2.1.1 Registration

Please take the time to register with us. There is a registration card in the package.

When you register, your information will be put into our database. Your info will not be given to third parties, but it will allow us to give you better customer service.

Please register, even if you are already registered as the owner of another MacroSystem product!

This registration allows us to offer you a better service.

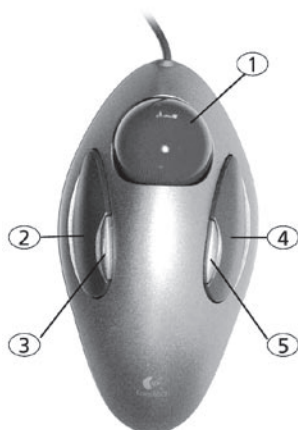
Your registration ensures that you are also automatically informed about new products, news, modifications, and updates to various MacroSystem products. As a token of our appreciation you will automatically receive free codes to unlock the bonus effects available on the included CD/DVD. (see section 2.6 "Unlocking software")

2.2 Using the Trackball

A trackball is used to work within the screens. Click on buttons to perform functions and access functions by moving the on-screen pointer.

Because its handling is needed for the installation of the program, the trackball is explained in this part of the manual.

Chapter 3 (3.2 The User interface) explains how to handle the user interface.



Note: the trackball shown here is only an example. Another model may be supplied with your machine, but it will function in a similar manner. Depending on the system in use, the trackball may utilise two or four buttons.

The trackball consists of three or alternatively five components:

(1) Ball

This is used to move the screen cursor or, in the Trim and Split screens, to scroll through the video.

(2) Large left button (selection button)

This is used for selecting. You press a button on the screen by positioning the cursor over the on-screen button and pressing (clicking) the left trackball button.

(3) The small left button

The Photo Studio 2 software is an example for a product supporting this button. Please read the separate manual of that product for information on the function.

(4) Large right button (cancel button)

This button returns you to the previous state, canceling or stopping the current operation. Pressing this button without having selected anything will return you to the previous screen. Pressing the cancel button when you are making settings cancels anything you have just set and reinstates the prior settings. If you are playing or recording video, then clicking the cancel button will cause playback or recording to stop.

(5) The small right button

The Photo Studio 2 software is an example for a product supporting this button. Please read the separate manual of that product for information on the function.

What is a click?

A click is simply when you press down and quickly release one of the trackball's buttons. You hear a quiet clicking sound. "Click on the ... button" means that you position the cursor on the corresponding field on the screen with the ball and then press and release the large left trackball button to select (click) the on-screen button. Computer users will please note that our systems have neither a "double-click" nor a "drag" operation. These operations are not needed for our easy-to-use systems.

Why use a trackball and not a mouse?

Many users may ask this question. After all, a trackball is usually more expensive than a simple mouse, and the mouse is better when using a computer. The reason for our decision can be found in the editing philosophy of Bogart SE. The trackball has the one big advantage that you can use it in your hand or lap without having to use a table. A mouse would also require too much space, especially when "scrolling" through the entire hour-long video for trimming or splitting purposes. It is possible to use a mouse instead of a trackball.

2.3 Installing Bogart SE

The software is loaded from the hard-drive once started. It is possible that the supplied software version on the CD/DVD is more recent than the version already installed by your dealer (or at the factory). To check this, press the button on the front side of the machine to turn it on (Using sliders is explained in detail in the hardware manual of your system).

The Main menu appears after a greeting message and you can compare the version number on the CD/DVD with the number

displayed in the System Settings screen.

If your system runs a current version, you can start editing directly. If the version number of the CD/DVD is higher, then you should install the more recent version.

You must carry out the installation procedure if you do not see the Main Menu screen once your system is turned on.

2.3.1 Installing from CD/DVD

The Bogart SE installation is always started from CD, there is no other possibility. The process is controlled using trackball/mouse. The installation is monitored via SCART or DVI, depending on the last selected monitor (when using a new hard-drive, VGA). You can use the `v` button to switch between the monitor outputs. Press the `v` button until the correct monitor is shown. At the same time, the installation menu is always displayed via VGA.

There are two methods of installing Bogart SE, either as a full installation or as an update. Follow these steps to install: The CD/DVD used to install Bogart SE is a so-called 'boot medium', meaning that the process is not started from the 'Install product' menu, but instead it is installed by inserting the medium into the drive and then restarting the editor (starting a system is often called 'booting').

To insert the CD/DVD, power up the editor. If your device is already pre-installed with a system software, please wait until it has fully powered up and is ready for operation. Open the CD/DVD tray using the eject button on the front panel of the editor. Starting an 'empty' system without any system software (if you are using a new hard-drive for instance), the installation is a little different: Power up the device and press the eject button a few times. The tray will open and you can insert the medium. Now close the tray using the eject button. In some cases, the tray may re-open – simply power down the editor if this is the case. To do this, press the OK and ON/OFF buttons (on the front) at the same time for about 4 seconds. The system will now switch off.

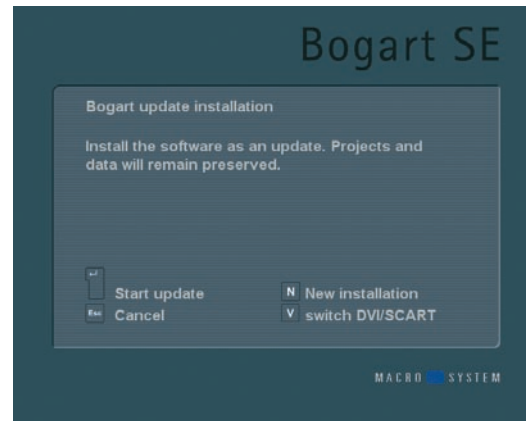
Now restart the device. The editor will 'boot' from the CD/DVD and you will be prompted to follow the on-screen instructions.

The installation is available in German or English language. Screen output is available for video and DVI screens. To make a change to the settings, press the 'arrow up' key on the front panel. This is only possible in the first few menus and only makes sense right here. If you do not see a picture after the installation, the screen output may have been switched to an unused screen. In this case, press the 'arrow up' button to switch to the alternative screen.

Generally, you will find information about setting up in each menu. At the bottom of the screen you will also see a graphical display of the front panel buttons in symbol form. The active buttons are shown in a brighter tone.

The installation begins with a language selection: English or German. Press the respective symbol key to select. You can also choose between SCART and DVI at this point.

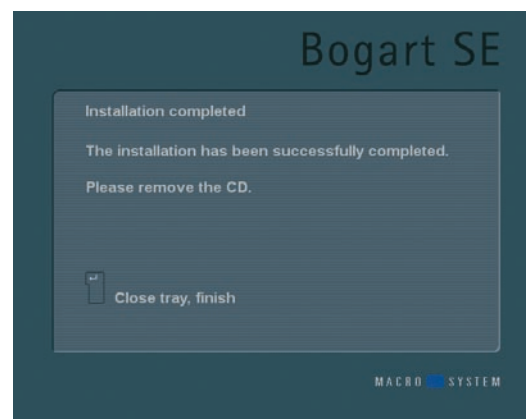
After the language selection, the hardware will be analysed. Without a prior installed Bogart SE system software, only a full installation will be possible. With a previous Bogart SE installation already on the hard-drive, the installation will automatically offer to proceed with an update. If you wish to go ahead with a full installation instead, use the front buttons to make the change. This menu also allows you to switch between SCART and DVI.



Once you have decided on the installation type, the installation will begin. In the meantime, a progress bar will be shown. When done, you will be informed if the installation was successful. In any case, the DVD tray will open automatically and you will be asked to remove the medium. Press the OK key to close the tray and end the installation.

The installation is now completed. Restart the device to begin working with Bogart SE.

Note: Should a problem occur during the installation, you may wish to retry installing. Leave the medium in the tray and end the installation with OK. Now restart the editor to begin a new installation.



When you start the device again, it will take a few moments until all required data is loaded. The Bogart main menu will then appear. This menu is like the control centre of Bogart. From here, you can initiate all the different parts of the video editing process. The startup phase is now complete, you can begin editing.

2.4 Unlocking software

You can expand the Bogart SE capabilities considerably. For this, there are many add-on software packages (more effects, fonts, specialized add-ons), which you can purchase from dealers. You must unlock these products, just like the included bonus effects. Your device comes with an installation CD, which contains additional software, which can be unlocked or installed as a demo version, but the rendered videos in demo versions are overlaid with identifying Demo text. In order to use the effects (without the Demo overlay) you can give your dealer the serial number of your system machine (found in the System Settings menu, in the lower-left field). Your dealer can then charge you for the supplemental software and give you a key code for unlocking the software.

Once you have received the code, switch on either the system, insert CD/DVD into the DVD writer, after having opened the drawer and click on "Install product" in the System Settings menu. You can also insert the medium if the "Install product" menu is already opened.

The products contained on the medium are displayed in a list. If you have inserted a DVD, you will have to wait for a while, before the products are displayed. During this time you'll hear a drive sound, which indicates that the DVD is being read by the system.

The term after the product name indicates the status for your installation:

- (hidden): This product and the corresponding effects/fonts are not displayed in the Bogart SE list. This can be used to hide demos once they have been previewed. Hidden demo effects will not longer appear in the effects lists.
- (demo): The products, effects, or fonts are displayed in the lists, but are labeled with a red flag in the effect list and are identified as demo effects when used in a scene.
- (active): The products, effects, or fonts are unlocked and are available to the user without restriction.



Now select the product or the desired bonus effect and click on "Activate". If the effect is not yet unlocked, a menu for entering the key code appears. You again see the name of the product you wish to unlock. After entering the code remove

the DVD and you can now use the new product without restriction. If you do not enter the key code, and instead cancel the procedure, then the software will only be installed as a demo version.

If you are using more than one hard drive, then you must install and unlock the software on all of them. One key code will work for all hard drives.

If you subsequently use one of the hard drives in a MacroSystem S-range editor, you can only boot using Bogart SE and make use of the effects if these have been licensed and unlocked. Please note that if you are using a different hardware, you will require new licensing codes for that editor.

Chapter 3: Basics

3.1 Editing philosophy

Your system operates in a non-linear fashion. This means that every recorded scene can be accessed instantly. The system does not have to spool tape to access the desired scene. Direct access is achieved by recording the video onto a hard drive and not onto tape. On tape, scenes can only be accessed by time-consuming spooling.

A hard drive is actually a storage device from the field of computers and it is used for storing programs (software) and data (video and audio). Hard drives store data differently than tape, because hard drives have a freely movable read/write head, which can move directly to any area of the drive similar to a record player needle, but in a very short period of time. This means that there is practically no waiting times, even when jumping from the beginning to the end of a video. This technique is called "random access". Random access (or direct access) is the fundamental characteristic of a non-linear editing system. It makes possible direct and total control over the recorded data.

The following principles apply to Bogart SE video editing:

1. Recording of the desired material (video and audio), either completely or in designated sequences, which is stored in independent projects.
2. Splitting of the recorded material into individual scenes that can each be named as you choose.
3. Trimming of the individual scenes (setting the In/Out points to ignore unwanted footage).
4. Sequential ordering of the trimmed scenes on the storyboard, in the order that you designate. You can also add Insert Scenes, (the overlapping of video without affecting the original audio).
5. Selection and use of Transition effects (e.g. crossfade, double exposure, etc.).
6. Selection of Image Processing effects (e.g. solarize, sharpen, etc.) to add to scenes or entire sequences.
7. Titling of the storyboard (the addition of text in different fonts, sizes, colors, and effects).
8. Audio mixing with up to six tracks for original sound, commentary, background music and sound effects
9. Recording of the finished project out to DV tape or, export to different multimedia files or to CD, DVD or Blu-ray (option)

And of course, you can record and edit more footage at any time. There is no set sequence. This list serves only to outline the basic concepts involved.

3.2 The user interface

Your system makes use of the Bogart SE user-interface, which contains various elements. These elements are explained here, although they are fairly obvious.

Light buttons can be selected (clicked). Dark buttons cannot be activated. Using certain functions may cause some buttons to de-activate, meaning they cannot be used.

Some buttons may appear usable but at the moment have no corresponding function. If they are clicked, a red, crossed-out circle appears indicating that no function is currently possible.

Help Texts (bubble help)



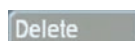
Navigate the screen pointer across a user-interface element that is only represented by a symbol, and let it rest there for a little while. After about one second, a Help Text will appear just above this interface element, telling you what the function does.

As soon as you move the pointer again, the Help Text will disappear.

This function is available for most symbols; however, it is not available within add-on products.

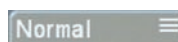
You can de-activate the Help Texts by going to 'System Settings' and then 'Additional Settings'.

Buttons



Such buttons are simple fields containing a text caption that describes the function they perform. They cause something to happen when they are clicked on, and they are usually clearly labeled. (e.g. Clicking with the left trackball button on the "Delete" button causes the selected scene to be deleted.)

Selection buttons



These buttons are indicated with three small, white horizontal bars in the upper right corner. Clicking with the left trackball button opens a list of different options. You then scroll through the options with the trackball, stopping on the desired option, which is highlighted. Clicking on the left trackball button then activates the selected option. Clicking on the right trackball button cancels the operation.

Sliders



Sliders can be either horizontal or vertical. After a slider has been clicked, the ball of the trackball is used to control movement of the slider. The cursor disappears and the trackball now controls the slider. Control of the slider is relinquished by again pressing one of the trackball's buttons. Clicking the left button accepts the current slider setting. Clicking the right button cancels any changes you have made and returns the slider to its previous position.

You can use the arrow buttons (usually to the right of a horizontal slider or below a vertical slider) to step through footage one step at a time (e.g. from one frame to the next). The symbols |< and >| are used in the Edit menu to jump to the beginning or end of the storyboard.



Some of the vertical sliders feature a small square box on the top edge. You can find this box in items such as lists, for example in the Clipboard. The box has three different modes, which can be selected by clicking on the box itself.

If the box contains an X, you are selecting merely the highlighted item in the list.

If a Check marks the box, you will be selecting all items from the list that are 'checked' for loading. A highlighted item without a checkmark in its box, shall not be selected.

If you can see horizontal lines in the box, all items in the list are selected. Now, you can either leave all items selected, or remove a single item from being selected by clicking into its box and removing the checkmark.

There are also sliders, which allow you to select numerical values such as effect options.



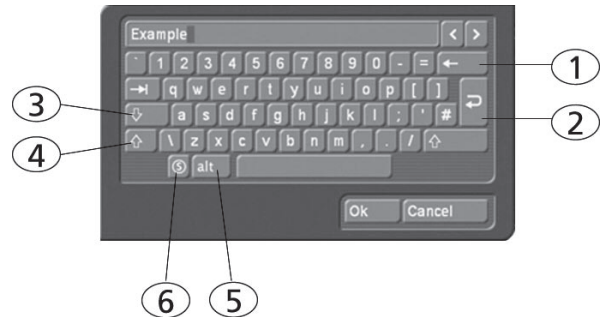
A special feature of Bogart SE is that you can click onto the value to the right of the slider to revert to the preset value. For example, if you have set the value for the effect 'Bars' to 20 and confirmed it, simply click onto the number 20 to revert back to the original, preset value of 10. The slider automatically jumps back to the original position and becomes active.

Name field



By clicking on this button you cause an on-screen keyboard to appear showing the name of the currently selected scene. You can then use this keyboard to enter a new name.

On-Screen keyboard



At certain points, such as in the text input menu for titling, Bogart SE allows or requires text input, (for example when naming scenes, entering text for titles, and naming audio sequences).

Users who have installed the PowerKey option or who have connected a USB keyboard can enter the text with the external keyboard. (But only when the on-screen keyboard is displayed). Otherwise the on-screen keyboard appears, allowing text entry with the trackball. The text is entered by using the trackball to click on each individual letter key. Some of the keys are especially important:

- (1) Delete key (delete text letter-by-letter).
- (2) Newline key (start a new line).
- (3) Shift key (toggle between uppercase and lowercase).
- (4) Single shift key (only the next key appears in uppercase).
- (5) ALT key (special characters, such as @ and €).
- (6) The S key to the left, used to display the special characters menu. In this menu you find all the available characters, including many letters used in foreign languages, (e.g. "ç") or letters with accents in French. If you want to enter the characters "é", "á", or "ô", you can either select them in the special characters menu or use the normal keyboard. Click first on the accent and then on the corresponding letter. The accent is not displayed until you select the letter.

When the keyboard is displayed you will see that the entire current name of the scene is highlighted. This allows you to immediately delete the entire name. A new name can then be quickly entered.

If you only want to change one letter within the word, click on the letter just after the letter to be changed or move the cursor (vertical bar) by using the arrow buttons to the right of the scene name. Press the delete key and then the key for the new letter. You can insert new characters into text in the same way. Simply click on the character just after the desired insert position and then type in the desired characters. Characters are inserted just before the cursor.

IN and OUT Points



These points are set to mark certain segments of a scene. This can be a Trim procedure, but also the placement of an Image Processing effect in the storyboard (using the Range function). When you click with the left trackball button on "IN" or "OUT", the trackball function changes. Rolling the trackball then causes the video to scroll forward or backward through the video scene with a speed depending on the speed the ball is rotated. An additional click with the left button sets the new beginning (IN) or end (OUT) point. A click with the right button reinstates the original setting.

The time (Timecode) is shown in the same format you have chosen for the Timecode display: 000:00:00 (min:sec:frames) or 00:00:00:00 (hrs:min:sec:frames).

Scene check


These two buttons (see above) serve to quickly review the first and last few seconds of a scene or audio segment. The ">" button plays the first 3 seconds starting from the IN point. The ">|" button plays the 3 seconds just prior to the OUT point.


Arrow buttons


Stepping through individual frames (see slider) works by clicking on the ">" and "<" symbols. Clicking on ">" moves forward to the next frame. Clicking on "<" moves backward to the previous frame. This behavior is found at several points in the program, for example when trimming, splitting, or using sliders within the effect lists.


Symbols for recording, playback, pause, stop

Several menus have buttons for recording, playback, pause, and stop, with which you can play your video and audio material. You are probably familiar with these functions on other devices, such as your DV-player.

 This is the symbol for Record and can be found in the recording menu. Clicking on it causes your system to start recording, at which time you can start your video input device. (For best results, be sure to start the input device first).

 This is the symbol for Play. Clicking it will play the video scenes or audio samples. In the recording menu it starts the DV/HDV input device.

 This button causes a Pause in the playback. Clicking on it again ends the pause and the video material is played from the point at which the pause was made.

 The Stop symbol stops playback/recording. If you initiate playback again, the video material will be replayed from the beginning. Playback can also be stopped by pressing the right trackball button. If you are using a DV/HDV input device, then you can control it directly from the Record screen. (But please be aware that most devices are compatible, but some are not. If this is the case, the DV/HDV device can be started manually and should then input correctly.) In the recording menu you will also find

the three symbols listed above: stop, playback, and pause, plus the symbols:

rewind:  and forward: 

Both of these buttons have a triple function. Fast rewind and fast forward are achieved while the DV source is in stop mode, viewable slow rewind and slow forward in playback mode, and frame-by-frame backward and forward in pause mode.

The color box



The color box enables you to select a color.

Clicking on the palette arrow (1) enables you to choose a specific color. Scroll through the color palette (2) until your desired color is displayed in the color window below (3). After confirming this color by clicking the left trackball button you can define the color more precisely. Click in the large color window and use the upper arrow (4) to scroll left or right in order to attain the desired saturation. Use the left arrow (5) to scroll up or down to set the color brightness. With a little practice you can specify your desired color by simultaneous use of both arrows. The intersection point of both arrows (if you imagine them extending until they touch within the box) indicates the selected color, which is always displayed to the right in the rectangle (6). Clicking on the left trackball button confirms the setting. You can also click directly on the color you wish without having to use the arrow keys, by simply clicking on the desired color within the color window (3). The color that you selected is at the same time displayed in the top left color button (9) for as long as the button remains activated.

Beneath it you will see five other color buttons/memory buttons (10), which allow you to select frequently-used colors quickly and conveniently. To assign your preferred colors to the memory buttons, first activate a memory button and then select a color in the big color window. Once the required color is assigned to the memory button, activate another memory button or the upper color button (9).

In many cases (e.g. when titling) the color box provides the Alpha option (7). Here you let the desired color shine through your motif displayed on the right (6), (the Eiffel tower is shown here as an example). You can specify the alpha value in percent by moving the scroll bar. The lower the percent value the more transparent your selected color and the more clearly your motif shines through.

Clicking on the "Pick color" button (11) opens the first frame of the scene that is selected in the scene bin (in the case of the "New" menu) or in the storyboard (in the case of the Effects menus). There is a toolbar in the foreground containing several buttons:

If you have opened the color box from an effects menu, you can first of all use the top left selection button to specify whether the scene ("Effect") that is currently selected in the storyboard or another freely selectable scene ("Choose") should be displayed.

Clicking on "Choose Scene" opens the scene bin and you can specify a scene from which you want to capture the color. If the upper selection button was previously set to "Effect" it will automatically switch to "Choose" after you select another scene. You can then use the selection button to jump easily back and forth between the two scenes.

(By activating the color box in the transition effect menu, you can use the two „Left scene“ and „Right scene“ buttons allowing you to switch back and forth between the respective scenes.)

You can use the slider control or separate buttons at the bottom to roll through the selected scene frame-by-frame. (In the case of image-processing effects, you also have the option of rolling through the entire length of the effect, i.e. through several scenes.)

The "Position" and "Size" buttons allow you to adjust further settings for the color capture function. The smaller the little selection box is, the more precisely you can specify the color. In the little "Color" box, you can view the color over which the box is currently placed. If there are several colors contained within the area of the selection box, an average color value is taken.

After you click on "Ok" you will see that your selection is applied to the color window of the color box. If you click on "Cancel", you will close the menu without applying any settings changes.

You can use the Archive function (8) to save the colors you specify for later use (see „Archive function“).

When you have finished making all the settings you want, click on "Ok" to confirm and to exit the color box.

Note: *If you are not using a professional video system (e.g. Betacom SP), avoid using high saturation values. Otherwise "color drain" or "jaggedness" might occur that is only visible after recording out to tape. A simultaneous reduction of color saturation and brightness results in a similar color with a better recording quality for VHS, SVHS and DV.*

Tip: *If you would also like to use a color in titling that has already been used for an effect (e.g. picture-in-picture), archive the effect color, change to Titling and reload the color. You can access archived colors from all projects!*

The symbols for direct menu change

Most of the Bogart SE screens are represented by symbols. You will find these symbols on small buttons at many places and they serve to directly switch from one menu to another. It

is always possible to return to the Main menu and go from there to the individual menus, but the experienced user will save time by using the symbols to access menus directly. You will become used to the symbols while doing some editing. Instant memorization of their uses is not necessary.

Wave form and audio scrubbing

The menus Insert, Range, Split, and Trim (video and audio) contain a loudspeaker symbol in the operating panel (on some editors, only if the Pro Pack has been activated). When this symbol is active (blue) a small box containing the Audio Wave Form is displayed at the other side of the operating panel.

The wave form graphically displays the volume over time. The height of the curve represents loudness (the higher, the louder) and the width is a measure of time.

In the wave form you see a vertical, black position marker indicating your current picture position. This position marker is also shown when you scroll through the scene or the audio segment.

The Audio Wave Form is automatically played when one of the buttons "In", "Out", "Split Position", "I ▶", or "▶ I" is clicked and the trackball is held motionless for approximately 0.5 seconds.

A movable, vertical white-hatch bar indicates the actual playback position.

When trimming the beginning of a scene (In) the black position marker can be seen to the left on the curve. When trimming the end of a scene (Out), it can be seen to the right.

As you scroll through the scene you hear the corresponding audio. Depending on the scrolling speed you hear the audio faster or slower (often referred to as "scrub audio").

The wave form has two different display forms. When scrolling through the scene you see a detailed wave form or a segment of the wave form. As soon as you receive a preview of the last second the wave form for the entire playback time is shown. If you don't need the wave form then you can make it go away by clicking on the loudspeaker symbol so that it reverts to the original colour and the frame disappears. To bring back the wave form simply click on the symbol again.

i-buttons:

The Transition effects, Image Processing Effects, and Titling screens all have an "i" button. This is a button for obtaining information but it currently works only for some of the effects.

If you have selected supplementary or bonus effects and click on this button, a Product information menu opens and gives you an explanation or summary instructions for the selected effect. This button is inactive for those effects for which no information is provided.

The "i" button is also present in the Install product menu in the

System Settings screen.

There you can bring up information on the products selected in the list (e.g. effect modules, font packages, etc.). You will also find information and summary instructions for products that are only installed as demo versions, if available.

The info button of the edit menu is available both in the "Storyboard" part (displays information about the storyboard) as well as in the "Scene Bin" (displays information about the activated scene).

Archive function

You will see the "Archive" button in various menus and screens (e.g. titling, color box).

Clicking on this button opens a screen in which there are four buttons: "Load", "Save", "Delete", and "Cancel".

Clicking on "Load" displays a list of the titles, effects, or settings that have previously been saved. You can then directly select or scroll to an entry in this list and confirm.

A click on "Save" displays the same list. There are now two possible courses of action:

1. You can click on the rectangle directly below the list so that the keyboard is called up and you can type in a name, after which you click on "Ok" in the keyboard and in the text archive field. This creates a new archive entry.
2. You can select an entry from the list and then click on the rectangle in which the name of the selected entry is now visible. Now you can use the keyboard field to overwrite this name with another name of your choice. This differs from the first option in that here you not only change the name, but you also overwrite the entry itself, so that the original entry is permanently deleted.

If you click on "Delete", a list of the saved entries is displayed in which you can select an entry to delete and confirm with "Ok".

Clicking on "Cancel" exits the window without making any changes.

With the help of archiving you can save frequently used standard text and reuse the text at any time in any of the projects.

Image Pool

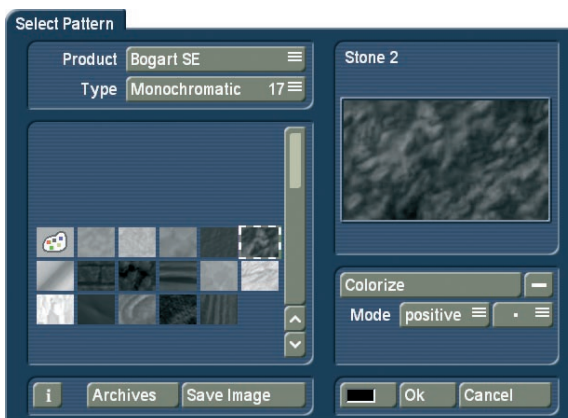
An additional function is the Image Pool. This is a 'global' area for storing graphics and masks; this means that the images/masks can also be exchanged between different program packages and projects or saved directly from your footage.

The main program and almost all supplemental programs use the Image Pool. In this way, graphics brought into the system by one program can automatically be used by all other programs.

The Image Pool is used in many areas of the system, e.g. titling, when creating new scenes, in the edit screen or in conjunction with DVD-Arabesk.

If you select the scene "Pattern" in the menu "New", the option

"Select Pattern" appears to the right. You can click on that to open the Select pattern screen which offers you a number of patterns to choose from.



In the area to the above-left you see the selection button "Product" offering you a list of the main program "Bogart SE", "DVD Arabesk" (if it is installed), different additional programs and the option „Custom Images“.

The next selection button "Type" offers you up to four different types of graphics:

Masks are used principally by programs such as Liquid Images and Ultimate Spice Box.

The masks are gray pictures whose form is used by the programs to specify the course of effects. But the masks can also be used for other purposes. For example, they can be colored and used to achieve variety in backgrounds for titling.

Monochrome (gray) patterns (also called "textures") are listed here. These can be colored and used as background elsewhere. Because the patterns are usually smaller than the screen, they are automatically tiled on the screen, until the desired surface is completely covered.

Color shows multi-colored patterns, that are used in the same way as the monochrome patterns. No further coloring is possible as the patterns already contain color.

Pictures can be found in this category, (e.g. you see here the maps of the program „Columbus“ (if it is installed) or the background pictures for DVD Arabesk). Although they are intended to be used as background for DVD titles, the pictures can also be used elsewhere in the system. You'll find "Bogart SE" under "Product". From here, you can also find logos of the single systems as well as the MacroSystem logo. These can be used as background pictures when creating your own text panel in the titling screen and are therefore very useful for credits. In addition, you will find many pictures provided here (e.g. stars) – they have many uses particularly when creating titles.

In the bottom left corner of the image pool you will see the i-button described earlier. This button allows you to access information on the currently selected "Product".

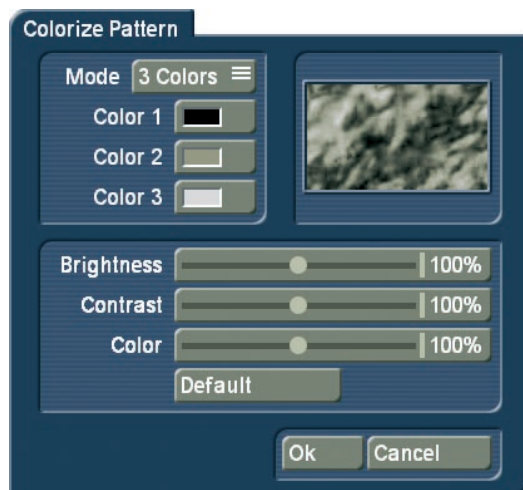
If you click on the "Save Image" button, the "Product" selection will change to "Custom Images" and the "Type" selection will change to "Images". The system will also ask you to select an entry. Confirm this notification with "Ok" and select a free (black) image from the list. Then click on "Save Image" again to open the scene bin so you can select the starting frame of a scene that you want from the bin. After you confirm with "Ok" it appears in the image collection and in a large preview (right). You can store a total of 18 of your own images here, which you can later use anywhere in your video editing work.

Tip: You can't delete your own pictures, but you can replace them anytime with new ones!

You can of course also readjust the "Product" selection and "Type" selection manually before saving a picture.

All patterns can also be used as texture for fonts in the Titling menu.

In the list to the left you can select the desired mask, which is then displayed to the right in large format. In the top left corner of this preview window, you can see if the footage is actually available in HDV quality. You can also see the names of the selected mask above and to the right.



Below this window you find several buttons:

The "Colorize" button allows you to colorize all patterns - even colored ones.

If you click onto the "Colorize" button, a menu with several buttons will appear. Use "Mode" to select how many colors are to be used. This will then lead to the respective amount of palette buttons appearing.

Your coloring will be displayed in the preview window.

Original: There is no coloring and the pattern remains in its original color or monochrome. Additionally, you can use this function to return to the original color of the pattern.

1 Color: The pattern brightness remains; yet one color is added according to the color you choose in "Color 1". The brightness chosen in the color box is ignored as this is controlled by the monochrome part of the pattern.

2 Colors: You can create a shift from one color to another. "Color 1" is added in the parts used by the monochrome image. "Color 3" replaces white. Depending on the pattern, instead of the black and white parts, the most bright and dark parts of the pattern are used. Between the two colors, all previously monochrome tones are replaced by the respective color tones and a soft color shift is created.

3 Colors: In comparison with the shift between two colors, a third color is added: "Color 2". This color replaces the gray tone found in the middle of the original monochrome shift. The result is a shift from Color 1 to Color 2 and from there, to Color 3.

Tint: This mode is only provided for color masks. If you select this function, the "Color 1" button is activated, which you should then click. Specify a color and confirm with "Ok". All the colors of the mask are then replaced by the one you selected. The entire picture is then filled with one shade of color, though the saturation and brightness are retained.

Hue: This option is likewise only provided for color masks. If you click on this button, the system first of all determines which is the dominant color in the mask and then displays it as "Color 1". You cannot select this button. Now click on "Color 2" and use the upper palette arrow to select any color shade that you want to replace the dominant color with. All the colors in this mask are thus replaced with a new one, whereby the distance in the color palette between the original and replacement color is equal to the distance between the dominant color and Color 2.

Hue 2: This option functions in a similar way to "Hue", and is therefore only displayed for colored masks. Though in this case you can freely select the color that is to be replaced by capturing it from the image (see Color box).

You can customize the settings for your mask still further by using the "Brightness", "Contrast" and "Color" buttons that are located in the bottom area of the window.

For simple, soft shifts, it is recommended that you use the "Linear H" (horizontal shift), "Linear V" (vertical shift) and "Linear D" (diagonal shift). The direction of the color shift can be altered using the "Mode" button.

The little box next to the "Colorize" button can be used to activate or deactivate the colorization of the pattern displayed in the upper preview window. If a dash appears in the little box, you can see the original color. If a check mark is shown, you can see the pattern with the colorization that you set. You do not have to activate the check mark in order to colorize a pattern - all you need do is click on the "Colorize" button!

With "Mode" you can choose from eight different positive and negative inverses.

To select a color, you can access the color box directly using the little color box in the bottom left corner of the right-hand image pool area (on the left next to "Ok"). If, for example, you click on the "Color/Pattern" button when selecting a border for the titles, you will first of all see the image pool in which you can either select (using the button described here) a mask or a color as desired.

The pattern chosen, with its chosen settings (e.g. direction, color), can be saved and used again at a later stage. For this purpose, use the "Archives" button. Included, you'll find a number of pre-set examples ("Granite dark", "Wood", ...).

3.3 Working with Graphics Tablets

You also have the option of connecting an Intuos graphics tablet or, if your system has a VGA port, a VGA tablet. Further information on available and supported tablets can be obtained from your dealer. You can find out how to connect and calibrate both tablets below. For further steps on operating your tablet, please refer to the instructions that came with it.

3.3.1 Intuos tablet

Connecting

Plug in the cable of the graphics tablet into an available USB port on the back of your machine, which should remain switched off when you plug in the cable. For calibration follow the instructions in chapter 3.3.3.

3.3.2 VGA tablet

Connecting

Unpack the VGA tablet and connect it to your system. To do so, plug one end of the VGA cable into the "VGA IN" input on the tablet and the other end into the VGA port of your system. Then connect up the USB cable by plugging one end of the cable that is supplied with the tablet into the USB port on the tablet and the other end into a free USB port on your system. You must now provide the tablet with electrical power by connecting the power supply cable to the adapter and plugging the cable into an electrical socket. Now plug the adapter cable into the 12 V connection of the tablet.

Note: You can connect an additional VGA cable to the "VGA OUT" port on the VGA tablet. The other end of this cable can be connected to another computer monitor so that you can "feed through" the video picture.

Switching on

After you have made the cable connections, switch on your system by operating the front switch and switch on the VGA

tablet by pressing the button at the top right.

Once your system has started you will still see the menu displayed on the TV monitor since you first have to switch over to the VGA setting. To do so, open the "System Settings" menu and set the "Screen" button to the required "VGA" option, max. 1024*768 60Hz. A notification appears informing you that a computer monitor is required for this. You are then asked whether you want to continue – you should answer by clicking on "Yes". The system is then restarted.

Afterwards you will see the main Bogart SE menu on the VGA tablet. Now, within the next 15 seconds, confirm the notification that informs you that the screen display has been switched over. To do so, click on "Yes" in the usual way using the trackball.

3.3.3 Calibration

In order to now operate the graphics tablet with the accompanying stylus, open the "System Settings" menu and click (using the trackball) on the "Calibrate Graphics Tablet" button in the "Settings" section.

A menu appears, displaying the name of the connected tablet.

You can now set the "Pressure Sensitivity" of the tablet's pen. A higher value means that you have to press harder to reach an effect. Push the slider to the entire right ("Off") to deactivate the pen point totally – instead you will have to press the lower positioned button on the side of the pen itself (see your graphics tablet manual for more details).

We recommend a pressure sensitivity of 35-40.

You can place a check mark in the little box next to the "Mousepointer" option to activate it so that you always see a red arrow on-screen wherever the tip of the stylus is positioned. If you deactivate the function (dash), the arrow is no longer displayed.

Press "Calibrate" and you will see a requester, prompting you to "Please click into the center of the cross in the top left corner". Having done this, you will have to repeat it for center of the cross in the lower right corner of the tablet. The coordinates of the tablet now correspond to the screen.

3.3.4 Working with the pen

To work with the pen, you have to move it across the tablet without actually touching the surface – as if the pen is "floating" slightly. To "click"; either press the pen point onto the tablet surface or press the lower button on the pen's side. Doing this represents the standard "left click".

To simulate a click of the right Trackball button (such as for cancelling), make sure that the pen is floating slightly above the tablet and press the top button on the pen's side.

3.4 The (integrated) Pro Pack software / available functions

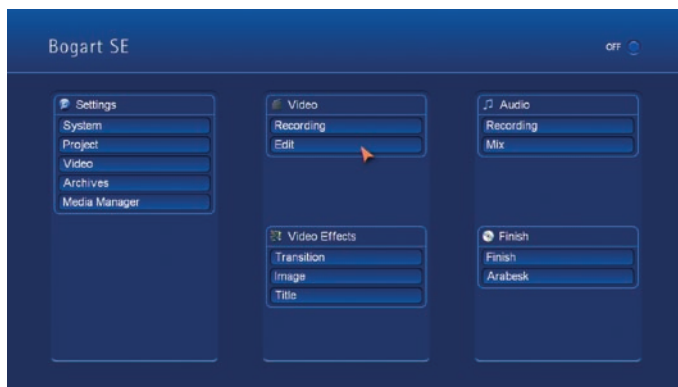
On some hardware variants, optional software functions may already be available or may differ slightly from the function described in this text.

On system variants, the software functions need to be purchased separately.

The following functions are available if the Pro Pack software has been installed or if it is part of the included software:

- Up to 30 projects
- Scene function (‘Scene’ button in the transition, image processing and titling effect menus)
- Sample function (button „Sample“ in the Audio Mix menu)
- Extended titling (‘Line’ button)
- Single frame preview (‘Single frame’ button in the transition, image processing and titling effect menus)
- Option for switching 4:3 format to 16:9 mode to be able to use the anamorph 16:9 recording mode off some camcorders (‘Format’ button in the record screen)
- Setting record time for loading footage into the system and create stills during a recording (‘Mode’ button in the record screen)
- Graphical display of sound envelope to help with editing music or original sounds (audio-scrubbing with envelope display found in the Split, Trim or Insert screens)
- Selection of 6 audio tracks
- Copying video scenes or samples into other projects (‘Clipboard’ button in the ‘Special’ screen)
- Splitting a scene according to rhythm (‘Index’ button in the ‘Split’ screen)
- Transition ZI Page Turn

Chapter 4: Reference



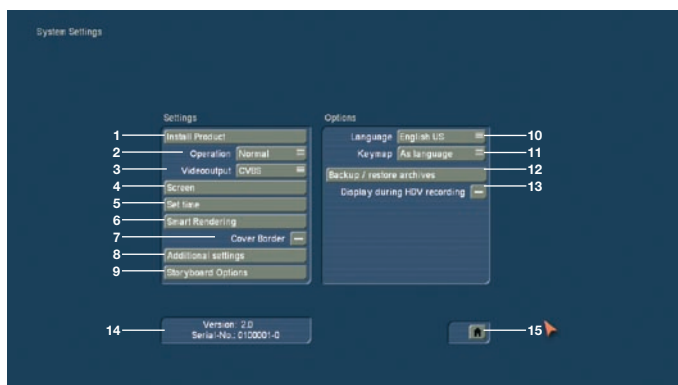
This part of the manual serves as a reference to the individual menus. Look here for information on individual functions or menu items you may be unsure about, as well as additional features not explained in earlier tutorials.

Please note that depending on the system model, the functions explained in this text may vary slightly or may be missing.

VIDEO

4.1 System settings

This menu is used to make general settings.



(1) Clicking on the "Install Product" button displays a window that gives you three options. You can use the "activate" function to activate software contained on the CD/DVD. You do this by first selecting the desired software, after which a window is displayed in which you then enter (through the keyboard) the code obtained from your dealer. The product is displayed in the corresponding selection menu and can now be used. Software demo versions are installed by activating the product without entering a code, instead by pressing the Demo button (see section 2.4 "Demo Software").

The "Hide" button prevents display of the product and thus also prevents its use.

A hidden product is not deleted from the hard-drive. You can re-activate it any time.

You can activate the software by telling your dealer the serial number of your system (below left in this menu, item 9) so that you can purchase the code for the software.

By clicking on "delete", you can remove the program which is activated in the list above. After having clicked on "delete" a warning appears. If you confirm it by clicking on "yes", the corresponding software will be removed. It is certainly possible to install it anew afterwards. As an example this function can be used in order to delete demo software which is not required any longer.

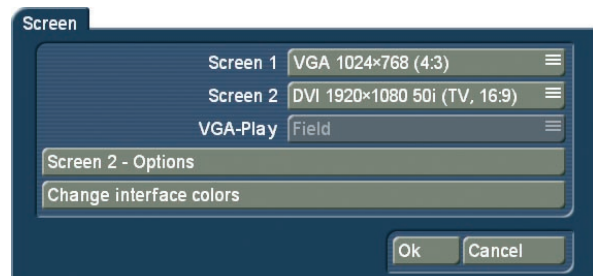
Another function in this window is the "i" button. Clicking on this button displays additional information on the selected software (see section 3.2 "i buttons").

Next to the information button, you'll find the button for ejecting/closing the disc

(2) The "Operation" speed can be set here. There are three possible speeds. Select the speed according to your personal preferences.

(3) If your system is provided with the button "video output", you can choose between "CVBS" or "YC". If your video recorder supports a YC signal, please choose this option.

(4) Click onto the "Screen" button to make various screen settings. With Bogart SE, you can edit using either a single or dual-monitor screen setup (this is not possible on portable systems). There are two separate selections for this.



"Screen 1" allows you to select different modes and resolutions:

- Video – The output here is made via the SCART connection or using the additional CVBS and YC connections. This is ideal for a standard TV set or video monitor, fitting the aspect ratio with either 4:3 or 16:9.
- DVI – This mode is for DVI output. Use this to connect an HDMI-equipped TV set using a simple DVI->HDMI cable. There are three resolutions available, all in 16:9. The 576p resolution is only available on PAL systems.
- VGA – You can also use a computer VGA screen. There are many resolutions available. The corresponding aspect ratio is shown next to the resolution. True 16:9 is not possible in VGA.

Bogart SE however, tries to maintain the correct aspect ratio.

Please note that not all screen resolutions may be possible on your particular monitor. This is why the system gives a 30 second time span to the user, in which the resolution must be confirmed. If it is not confirmed, the resolution reverts to the last selected resolution.

If you select "Screen1" to be a VGA mode, you can also select a second simultaneous screen. Bogart SE then switches to the so-called dual-monitor mode. Screen 1 displays the actual user-interface, while screen 2 video footage.

If you have opted for the single monitor VGA mode, you can (depending on the system) select between "Single monitor" and "Dual monitor" use.

A one monitor set-up shows the user-interface and video footage on the VGA screen, in two monitor mode, the user interface and video footage are split: Interface in VGA, video on the TV screen.

Using the "Single Monitor" mode activates "VGA play" button beneath, so that you may use it to determine the type of playback: The options are "Field", "Frame" or "Deinterlace". The "Field" option has the advantage that it doesn't create movement artefacts like "Frame" does, but on the downside, the vertical resolution is lower.

The option called "Deinterlace" has complete resolution, much like the 'Frame' option, but any stripe patterns within moving objects are reduced as much as possible. Depending on the type of system you are using, the number of visible frames per second may be reduced.

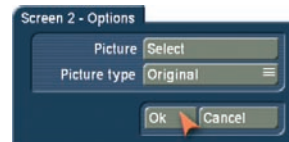
There is also an "Aspect correction" switch. This affects the playback and trimming in VGA mode and contains three options. Set it to "Off" to allow for distortions on the VGA monitor. The "Fast" setting corrects the aspect ratio so that playback on a VGA monitor is correct. Select the "Good" option to get a high-quality display. Depending on the model type, the number of visible frames per second may be reduced.

Because VGA is not perfectly suited for video playback, there are some disadvantages in doing this. There are the above mentioned movement artefacts, but in addition also some jerky movement and so-called 'tearing' effects, particularly during camera pans. Even the colour tones may look different. On the other hand, the advantage of VGA lies in the flicker-free display, much like modern 100 Hz flat-screen TVs. The single-monitor VGA mode is therefore a kind of compromise.

More details on this can be found in chapter 5 'VGA mode'.

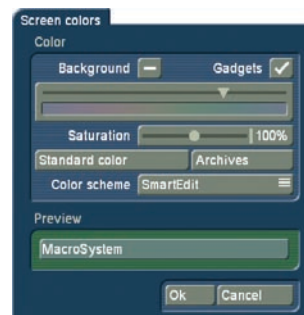
Note: When you first switch to VGA, you may see different, additional VGA modes in the list. The system first needs to analyze the connected monitor.

Screen 2 – Options



If you are working in dual-monitor mode, you'll find that the button 'Screen 2- Options' has become available. This function allows you to set the second screen content, whenever the monitor is not used for playback. You can choose from a still image from the image pool. If the selected image is smaller than the screen size, you can have it displayed in original size or tiled.

Change colour



This menu allows you to change the menu colours. There are separate buttons for choosing the colour tone and saturation. Every change you make thus leads to a range of directly

related colours. The 'Standard colour' button returns all choices to the default colour theme. If you prefer to use the colour theme based on the Smart Edit look, you can even choose that. The changes are shown immediately in a small preview screen. Make sure that the colours you choose fit well, remember that the changes will also affect the audio envelope display, which can be difficult to read if the colours are too unusual.

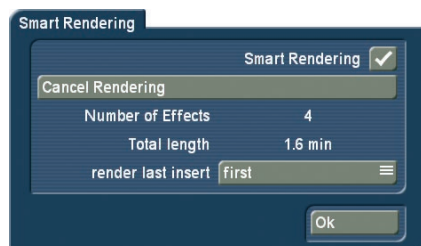
If you have a colour scheme you wish to save, press the 'Archives' button to 'Load', 'Save' and 'Delete' entries. This way, your favourites schemes can be loaded back any time. In addition, the list contains some default colour schemes. If you are using a colour scheme you wish to save, press 'Archives' to load, save or delete archive entries. This way, saved schemes can be loaded fast. There are also some default colour schemes already in the archive. The entries found in the list depend very much on the colour scheme you are using at the time: A 'Bogart SE' saved colour scheme for example will only be visible in the list if you are actually using a Bogart SE scheme. Smart Edit colour schemes can be loaded with a Smart Edit scheme active.

(5) The button "Set time" offers the possibility to set date and time of your machine. This time is used if as soon as you

create new scenes. These new scenes use the current time mode. The creation time can be found in the scene information panel. Clicking on the button opens a window in which you can choose the "Year". Click onto the year, so that a window is displayed in which you can select the year by moving the slider. Afterwards confirm it with "Ok".

By clicking onto "Month", a menu is displayed allowing you to choose the current month. Afterwards, the dates which are displayed underneath change, so that they correspond to the weekdays of the selected month. Now choose the current date. Then you can set the time by moving the sliders and finally confirm your settings by clicking on "Ok".

(6) After clicking on the button "Smart Rendering" a window appears, in which you can activate the background rendering for the effects. Just checkmark the box (next to "Smart Rendering") to do this.



Click on it again to deactivate the background rendering function. When you activate the 'Smart Rendering' function, most effects are rendered in the background. In the meantime, you can continue working in other menus.

Next, you can see the function "Cancel Rendering", which offers the possibility to cancel the current rendering process. Underneath, you can see the number of effects and their total time.

In addition, you can decide how the current effect is to be rendered. For the "last inserted" effect, you can choose between "first" and "last".

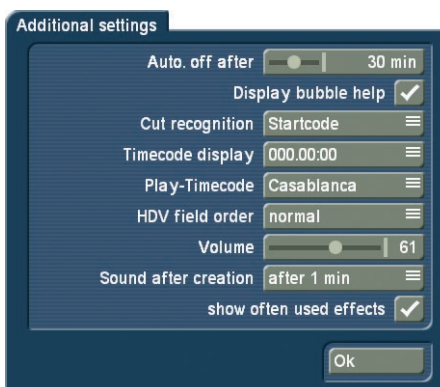
Confirm your settings and close the window with "Ok".

While rendering in the background, you will see a small 'k' symbol in the top right corner of the effect menu. You can also access the 'Smart Rendering' menu from the effect screen by pressing the 'k' symbol.

(7) Here you can see the "Render Border" function that can be activated by placing a mark next to it. This creates a black border around the edges of the screen, covering any unwanted disturbances during playback.

Please note that the affected border is so thin that is normally not visible on a normal TV set. Usually, it is only possible to see it during a presentation on a video beamer/projector for instance. The size of the area is defined via the Project Settings and the "Area" button.

(8) The "Additional Settings" button brings up a window that allows you to make some basic settings.



You can set the amount of time after which the unit powers down automatically. You can set it (in minutes) to stay on for up to one hour (in the Main Menu) until it powers down or you can deactivate the automatic power off procedure totally. Here you can also see the function called "Display bubble help". This activates (checkmark in the box), or deactivates (dash in the box) the Help Texts. Once activated, Help Texts appear for the many user interface elements that are only represented by symbols. If you leave the screen pointer unattended for about one second, resting upon the function symbol, the text will appear. This option is not available for separately purchased add-on products.

The selector "Cut recognition" gives HDV videographers the ability to recognize cut points automatically. Even if the HDV signal was converted in the camera and sent to Bogart SE as a DV signal. If the automatic split using the start code is not possible, the system is able to search for cut points via the "clock time". It is essential to switch to this mode before transferring the footage to Bogart SE. When done, the time code is scanned for any time "jumps" and is split at those positions. The "time code display" is used to select one of two possible time displays for playback: You can choose from the formats 000.00.00 (mmm.ss.ff) or 00.00.00.00 (hh.mm.ss.ff).

The "Play-Timecode" determines if the time is displayed running from 0 to the end (Casablanca) or if the tape position (on the DV tape) is shown. This tape position can of course only be shown if the information was available when the footage was loaded into Bogart SE.

The "HDV field order" button is usually set to "normal".

However, there are some camera models that may require a reversed order. In this case, set it to "reversed" if you find that the footage seems faulty.

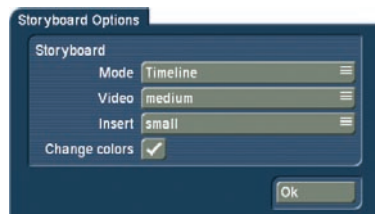
HDV render processes have to be repeated. For this, a small Storyboard change may be required.

You can set up the volume for your connected monitor using the volume control. This is particularly useful on notebooks. Notebooks are also equipped with an external volume slider for the headphone volume.

The 'Sound after creation' setting is used to set up a sound after a rendering process. This is to let you know that the process has ended. You can define when the sound is to be played, from which point on – or if it not to be played at all. Systems with a front display also have options called „respond to IR remote control“ and „respond to IR keyboard“.

These options can be activated (mark box) if you wish to power up (and down) the unit using the optional remote. The remote can also be used to partially operate the entire system.

(9) The 'Storyboard options' button is used to select the type of editing method: Storyboard or Timeline.



To use the 'Timeline' method, you require a VGA or DVI resolution of at least 1024x768 pixels. A video monitor is not suitable for Timeline editing. Before you activate the Timeline, it is essential that you select a suitable screen resolution. Go to System Settings > Storyboard options:

Storyboard - mode: This switches between the Storyboard and Timeline display. The Timeline method gives you two options: Either 'Timeline' for using the Timeline in all menus, or 'Timeline (only audio)' for using the Timeline only in the audio mix screen.

Storyboard - video: You can display a text in a scene or you can have an image (frame) shown at the start and end of a video scene segment. If you opt for the image, you can also select a size (small, middle, large). The images have priority over the text so in some cases, the text may be overlapped by the image.

Storyboard - insert: You can make the same settings that are possible for the video track. In addition, you can also deactivate the insert track altogether, if you don't need it.

Storyboard - colour change: This button activates an alternative scene display for the video track. If you activate this option, scene will also be displayed in differing tones of blue, in addition to the yellow separation line.

(10) Click the selection button 'language' to open a separate menu with items to select. Select the desired language and the switch takes place immediately.

(11) The "Keyboard" button is used for selecting a specific keyboard language layout on an external keyboard. The "As language" setting automatically uses the same setup defined under "Language". You can of course also set it to a different keyboard as specified by the interface language.

(12) The "Backup/Restore Archives" function allows you to store saved data archives (colors, title texts, audio-effect combinations) to a separate medium and later restore back into the system. This way, you can access your archives data after a full re-installation, or you can transfer data to a second unit.

Click onto the 'Backup/Restore Archives' button and a window will appear – this allows you to choose between 'Backup' and 'Restore'.

Press the 'Backup' button to select a target medium such as CD/DVD, an external Firewire hard-drive or a USB stick (for this, you require the Card Drive software). Select one option and press 'Ok' and you will be asked to enter a name for the document.

Additionally, here you will see all previously saved documents. Confirm with 'Ok' and insert/connect (USB stick, Firewire hard-drive) medium as requested. If you are using an already burned CD/DVD RW, the system will first delete the contained data – it is not possible to add data to the disc! Then, the CD/DVD will be burned or the data will be saved to the USB stick or hard-drive. You can confirm the procedure by pressing "Ok".

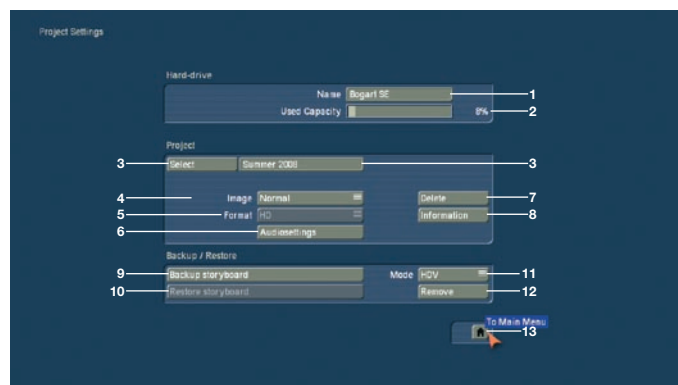
If you decide to perform a "Restore", you must first choose a 'Source' (CD/DVD, USB stick or external Firewire hard-drive) and then decide if you wish to 'Overwrite existing files' (a check in the box). Once you have opted for a medium and pressed 'Ok', you will be requested to insert the medium or to connect the external medium containing the archived data to your system.

(14) This information field displays the OS version and the device serial number. Click on the information panel brings up the system information.

(15) Clicking on the menu symbol returns you to the Main menu. Clicking the right trackball button does the same.

4.2 Project settings

In this menu you make the settings for your current or next project. This affects, for example, the project name, image size, and audio settings.



(1) On the upper edge (the "Hard-drive" section) you see the "Name" button. Clicking on the name-field brings up the on-screen keyboard with which you can enter the desired name for the hard drive. You can also see (on a suitable system) which hard drive is currently in the system. This is otherwise not possible because the label on the hard drive is not visible when the hard drive has been inserted into the machine.

(2) The display, "Used Capacity" gives information on the space used on the hard drive (in dark), and on the total remaining time (in light). A display for individual projects is not possible because this display refers to the entire hard drive.

(3) Clicking on the "Select" button brings up the Select Project menu, in which you can select several different projects. If some projects already contain scenes, the corresponding projects are marked to the right of the project name (with a little dot).

After you press "OK", the project you have selected is displayed next to the selection button (e.g. "P 1"). If you want to rename the project, click on "P 1" (or "P 2", etc.). The on-screen keyboard appears so that you can enter another project name. The chosen project name is also displayed in the edit screen above the scene bin.

Only the currently active project can be edited! Exchanging video data between different projects is possible using the Clipboard feature in the Edit screen. You always have access to archived titles and colors.

(4) Under "Image size" you have the choice among Small, Normal, Large and Complete. This setting applies only when effects are applied.

We recommend using the default setting Normal with CRT monitors. This will usually prevent black margins or wrong border information from appearing when using effects. For use with a Plasma or LCD panel, beamers and PC monitors, make sure to use 'Complete'. The image size can be changed at any time in the current project. It takes effect only when applying effects and titles.

For technically interested users: A video signal conforming to the studio standard CCIR 601 enables the use of 720 samples and 576 picture lines. The real resolution is even higher, but a video picture requires certain portions for synchronization signals, videotext, timecodes, etc. The resolution of 720 x 576 pixels is the maximum allowed area for real video information. But many video sources do not make use of this resolution. This is true for camcorders, laserdiscs, and even for studio devices. A much smaller portion is often used in the assumption that most televisions will not be able to render the entire signal.

(5) The 'Format' button provides different settings. In addition to the normal '4:3' formats, the system also offers a '16:9 Anamorphic' mode. The option means the 16:9 mode anamorphic and contains 576 picture lines.

Note: The 16:9 format is not available for NTSC machines. Further, note the formats "4:3 Progressive" and "16:9 Progressive". Cameras which support the "Progressive" function only work with 25 frames (NTSC: 30) instead of 50 fields (NTSC: 60) per second. If you activate one of the Progressive formats, a warning is displayed saying that you should only use this setting in combination with a Progressive Scan camera. Otherwise you could limit the effect use.

If you have chosen a progressive format for your project, the system will edit with a progressive (full frame) display.

Once you activate 'HD video editing', you will also be able to select the 'HDV' format, which you can use for new projects. This format is only useful for HDV and AVCHD video footage recorded with such a camcorder.

If you choose to work on an HDV project, once you have started editing, it is not possible to revert back to another format for that project.

If you decide to work on a 4:3 or 16:9 project, once started, it is not possible to select a the HDV format any longer.

(6) The field "Audio settings" refers to the menu "Mix" and consists of two parts:

In the upper area you can specify whether the "Transitions" for the inserted transition effects should be "constant" or "lowered". A continuous (linear) audio fade means that the audio of both scenes is faded in and out without reducing the volume. This function should be used, for example, when both scenes have similar volume.

A lowered (logarithmic) audio fade means that for monotone background audio in both scenes (e.g. sea shore, traffic) the impression is that the first scene audio is quietly faded out before the second scene audio is faded in with increasing volume.

A continuous fade can sometimes have the disadvantage that between different soundtracks "acoustic confusion" can arise. Depending on the audio of the scenes in question, it will be advantageous to use either the constant or the lowered method.

Note: If you have selected the audio fade after the fact, transitions will not automatically be newly calculated. But you can change each individual transition afterward in the menu 'Mix'. There you activate the left scene and the corresponding sound clip. Click on the button 'Fade' and in the window then displayed under 'Transition' set the desired option ('constant' or 'lowered').

In the lower area of the window you can specify the behavior of the scene soundtracks. If you set the button 'Audio tracks' to 'normal', then the buttons positioned below are disabled. In the locked fields you can see whether the corresponding soundtracks are free or fixed to the scene. If you select the option 'Selection' under 'Audio tracks', then the original audio is fixed to the scene and the behavior of the other soundtracks can be set at will.

Note: Some systems automatically select the best audio sampling frequency (48 KHz). If your system does not support this, there is a manual audio selection within the "Audio settings", called "Audio quality". Use it to avoid compatibility issues with connected DV equipment.

(7) Clicking on "Delete" (in the Project area) opens a window which offers the possibility to determine which areas of the selected project can be deleted.

You have three options: "Delete Storyboard", "Delete scenes" and "Delete samples". It is possible to select two or even all three options at the same time. A click on the box next to the option activates or deactivates that particular function. If you choose all options, all data (video and audio, and all effects) within the currently active project are deleted. All project settings can now be reset. Project settings are fixed only after video recording or creation has begun.

The following are not deleted:

- other edited projects
- scenes in the clipboard
- archived colors and titles
- effect modules, including those that have been installed later
- installed fonts
- other supplementary programs

If you choose only one function, merely this part of the project will be deleted.

(8) The 'Information' button gives information on project name, storyboard length, scenes and effects inserted into the storyboard, and on the total number of existing scenes and samples.

(9) The 'Backup Storyboard' function allows you to save the DV or HDV Storyboard to an external medium. This button is only available if there are scenes in the Storyboard. Make sure to check what the mode of the button next to it is (11) – this setting very much determines the type of storage/backup. Click onto the 'Backup Storyboard' button. You must then select the destination medium (CD/DVD, internal/external hard-drives or Firewire hard-drive). Then press 'Ok' and enter the name for the Storyboard you wish to save.

If you are using the 'HDV' (in a HDV project) or 'DV' mode, the first thing to happen is that the non-created effects are rendered. If you are using the 'DV-Backup' mode, the footage is left un-rendered (see mode, point (11)).

Note: If you are using an already burned CD/DVD/BD RW, the system shall overwrite after you have confirmed a warning! This means it is not possible to store multiple backup sessions on one medium. Please remove the medium when the system informs you that the backup was successful, not before. To import the Storyboard again, read the next section.

(10) The 'Restore Storyboard' function makes it possible to load the previously saved DV footage Storyboard back into the system. Insert the CD/DVD or connect the Firewire hard-drive and start the process. Once the data has been loaded, the automatic split functionality (see chapter 4.5., Point (20)) will kick in – but only if you selected the 'DV-Backup' mode. You will then be asked if the recovered footage is to be added to the Storyboard or to the Scene Bin. Inserting the scenes to the Storyboard will also add the saved effects in between. If you saved your work in 'DV' mode, the recovered material will be added in the form of a normal scene. Make your selection

and confirm with 'Ok' to find out the number of scenes to be created. Confirm again and enter the Edit menu to work with the recovered data.

'HDV' and 'MTS' exports can not be loaded back into Bogart. This data is only suitable for playback and editing in another device or PC.

(11) The 'Mode' button has an 'HDV', 'MTS' (in the case of an HDV Project), 'DV' and 'DV-Backup' setting. Before saving your Storyboard, set the option for an 'HDV' or 'DV' project to save the entire material. Prior to saving, the all non-rendered effects and audio is created. If you load the footage back into the system with the 'Restore Storyboard' function, you will see only one scene in the Edit menu (Scene Bin) – named 'Storyboard'. Setting the option for 'DV-backup' on the other hand, results in a backup with additional information so that the Storyboard can be mostly restored again. For instance, the single scene retain their names, the original sound, transition, image processing and titling effects keep their settings. Please note that inserts, the single audio tracks, title texts and the settings of effects which have their own interface can not be recovered (for example, PiP Studio). The same goes for Insert scenes that are coupled with effects.

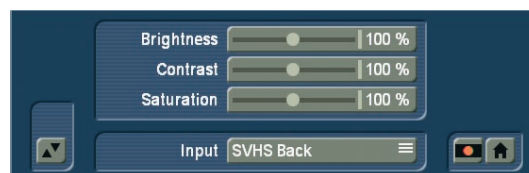
In 'HDV' projects, you can also use the 'MTS' mode. This stores projects in 'MTS' format for playback on other compatible systems.

(12) If you have saved your Storyboard to an external Firewire hard-drive, you can use the button 'Remove' to remove all data of the Storyboard that was archived.

(13) This menu symbol returns you to the Main menu, the same as clicking the right trackball button.

4.3 Video settings

This screen (not available on some system models and in HDV projects) allows you to correct the levels of the incoming video signal (in terms of brightness, contrast and saturation), and it is used for selecting the video input. These are settings that you can change at any time when recording analog footage – even after the project has been edited.



(1) You can specify here the brightness, contrast, and color of the analog video material before recording. This allows you to see the footage as it will be digitized. This setting is not available when using DV or HD footage. It is possible, of course, to use Image Processing effects to make corrections to recorded video material after input, but this involves rendering time.

Note: The better the material has been recorded, the better the result will be. Corrections after-the-fact have their limits – a picture that is too dark can never be as radiant as a picture digitized with the correct lighting, even after using brightening effects. Simply modify the settings until you have attained the desired levels. When your source material changes, e.g. when bad-weather pictures appear, then you can simply readjust the settings.

Note: The settings "Brightness", "Contrast" and "Saturation" cannot be changed, if you chose the input "DV".

(2) You can use "Input" to switch the video input. (Please note that DV input is only available if the hardware you use actually features a DV port). You can also add analog material, which is then converted by Bogart SE to DV data. Digital and analog material can be combined in the same project.

The DV input device is often automatically recognized and labeled as such. After you have connected the DV recorder, you see that the input, e.g. is titled with "DV Sony". In this way you can determine quickly that the connection has been made.

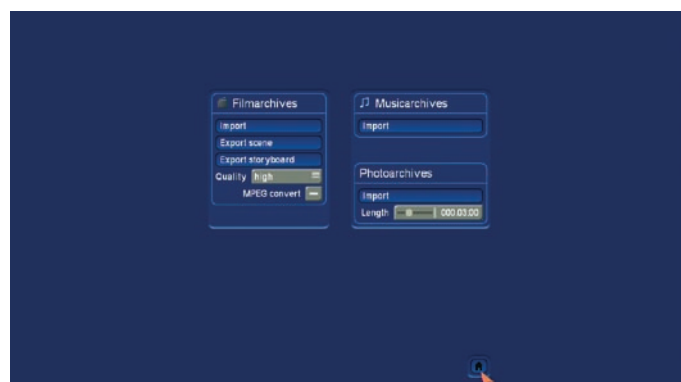
(3) This button allows you to move the Input menu bar from the bottom of the screen to the top, if needed. Click again to return to the bottom.

(4) In case you want to check your video material and don't intend to change settings at the same time, then you can use the button to reduce the menu to a much smaller panel. In this reduced menu only the buttons described under item (3) and the button ("video settings" menu symbol) to redisplay the entire menu are visible.

(5) Clicking on these menu symbols takes you to the Recording menu or to the Main menu.

4.4 Archives

The Archives allow you to exchange films, audio and photos with Bogart SE. You can import the current Storyboard as a film into your Film Archives or export audio, films or photos from the respective archives into Bogart SE.



The archives are:

Film archives: Import film(s)

Access the film archive and import a film to your current Bogart SE project clipboard. This is done via the Import menu, where you can select a film. As films in the Media Manager may carry additional information, you can enter certain data, such as a genre to filter only for certain film types. To change the folder level, press '>' or '<'. If you wish to see all films in one list, select 'All recordings'.

Film archives: Export scene

You can select a scene from the Storyboard and export it to the film archive of the Media Manager. The scene bin will be shown as a list. You can play the scene to be sure. Press 'OK' to place the scene into the archive. From there, you can either keep, delete or move the scene to another project. You can use this function if you wish to use the scene in many projects in future. Prior to exporting, you have to select the image quality and MPEG settings.

Film archives: Export Storyboard

If you wish to transfer an entire Storyboard rather than a scene, use this function. Before exporting, the Storyboard is rendered. You can therefore export different version of the Storyboard (with different effect for example). Prior to exporting, you have to select the image quality and MPEG settings.

Music archives: Import audio

If you have music samples or pieces stored in the music archive of the Media Manager, you can access the audio by pressing 'Import audio' and import it to your project. You can collect audio in a central archive in this way and always access it from any project.

Photo archives: Import photos(s)

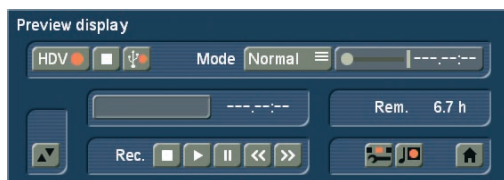
Just as with the music archive, you can also store photos in Media Manager and access these from the video project. Enter a length to generate a video still scene from the photo.

4.5 Media Manager

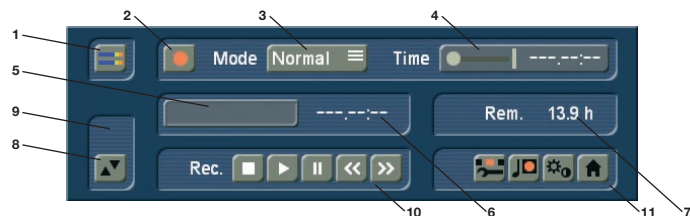
The Media Manager is used to organize all your data and to play finished projects. Currently, the Media Manager does not function in VGA mode and is therefore not available on notebook models. On stationary Casablancas, you must use the DVI or video mode for operation.

4.6 Recording

This screen is used to record your video footage from your camera or deck onto the system.



The recording menu for HDV and AVCHD projects



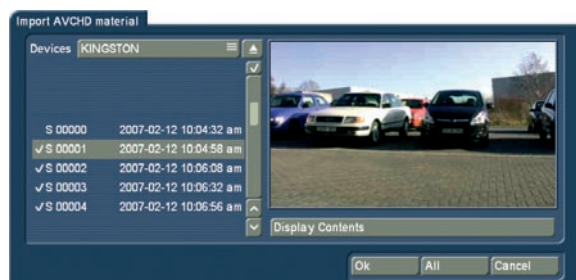
The recording menu for DV projects

(1) By clicking on the volume display button you can call up a volume display on the opposite screen edge which serves to adjust the decibel (dB) level before or during recording (not available in HDV projects). Try to set the level as high as possible in order to achieve the best audio quality, but do not overdrive it (stay out of the red area!). You can change the level by clicking on the dB slider below it. The sound becomes quieter (up to -30 dB) or louder (up to 20 dB), depending on whether you move the slider toward the left or right. Flashing blue or yellow means there are no problems and flashing red represents overmodulation. Clicking on the volume display button again closes the volume display.

(2) Start the recording once a video signal is available. Please note that during the recording of HDV footage, you can only see a preview which is not in full frame rate and size. Recording non-HDV footage however, is shown in a full size/framerate preview.

During recording a click on the trackball right button has the same effect as pressing the stop button in the small display. You can start and stop recording to not waste drive space with unwanted video. If you want to divide up your recorded video material, after recording proceed to the Edit screen. You can find more information in section "4.5 Editing" under splitting.

In the menu for HD recording, you'll find two record buttons. One is used for HDV recordings, the other for AVCHD import. If you connect an HDV camera and wish to record an HDV tape, play the HDV tape and press the HDV record button. To record AVCHD files, connect the AVCHD camera with the USB cable to the editor and press the AVCHD record button.



You will be prompted to select the camera connected. If you connect multiple USB devices, you will have a list of devices to choose from. Additionally, there is a list of found scenes. The list may differ, depending on the type of camera or source. Select the desired scenes. Use the multiple selection to choose all or some scenes. Selected scenes will then be marked with a tick.

Once confirmed, you can load the chosen scenes and will find them in the scene bin. You can now split the scene – either manually or automatically.

(3) The selection button "Mode" offers several possibilities. In HDV projects, they may partially not be available.

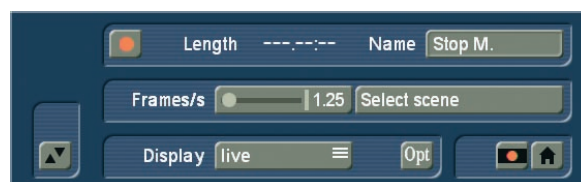
"Normal": means a normal recording.

The setting "Time" activates the "Time" slider (see item (4)), with which you can set the recording duration exactly. After this time, recording is automatically stopped.

The setting "Photo" is appropriate for single flicker-free pictures. Casablanca records about a half second of material that is then extended as a single image to the duration you have set (see (4) "Time").

The video recording mode "Fast M." allows you to create extreme fast motion recordings using Bogart SE. To use it, connect your camera and switch it to record mode. Make sure that there is no tape in the camcorder. Focus and light should be manually set to an optimal value. The camera should be standing firmly or be mounted on a tripod. The "live" image from the camera shall now be transferred to the video record menu using the "gerafft" mode at the set intervals. These single images are then used by Bogart SE to construct a continuous sequence. The slider "Time" is used to set the interval at which single images are "shot". For example, if you set the slider to "00:00:10:00", Bogart SE will record an image every 10 seconds. The slider allows for values ranging between 1 second and 24 hours, making even extreme fast motion recordings possible. If you exit the menu after a fast motion recording, the recorded sequence will be placed as one scene in the edit bin of the Edit screen. Make sure to use the correct video input in the video settings.

Note: Fast motion does not record sound.



The "Stop M." mode allows you to create animations, much like the famous claymation films. Using this feature, the system merely records images to create an animation using the stills. This animation recording (unlike the "Photo" mode) creates scenes in the scene bin and automatically connects them. So, to create an animation, connect the camera pointing towards the object you wish to animate. You can decide if the

scene is to be added to a previous animation (using the scene bin selection "Choose scene"), or if you want to create a totally new scene. Define the number of frames per second to be recorded. As a rule of thumb, animations usually use 3 to 10 frames per second. Fluid animations can be achieved using about 8 to 10 recordings per second.

The "Display" button changes the live image: "Live" shows you the currently filmed picture from the camera, whereas "Loop" plays the last few single frames and the new camera image. This is useful for checking if the new image suits the animation so far.

(4) The "Time" slider is activated by the modes Time and Photo. The Time mode allows setting the duration for the still scene up to 100 minutes.

In Photo mode you can set the duration of the still scene up to one minute. You can always stop recording with the stop button, regardless of the time that has been set.

(5) When a new scene is recorded, the system will automatically name it (S1, S2 etc.). Its name is displayed under the record button. Clicking on the name brings up the keyboard which allows you to give scenes the name you choose.

(6) This field shows you how long the recorded scene is.

(7) The field Rem. shows you how much time remains, meaning how much video can still be recorded. This is not displayed during recording; it is switched to a smaller display. This amount is an estimate. The system calculates the remaining time on the basis of the level of detail of the material already recorded. The value is not recalculated until the current recording is finished. If the quality settings change, the actual space may be slightly more or less than this estimate.

(8) Just like the video settings, this menu is superimposed over the video. You can see the video during recording and thus always decide whether you want to digitize a sequence or not. The symbol at the lower left with the two triangles moves the panel to the upper edge. This is useful if the panel happens to be covering important parts of your material.

(9) If you don't need this menu during recording (e.g. DV control) then you can minimize it with this button to a much smaller panel. Then the only buttons available are the buttons described under (8) and the button to return the normal size record menu.

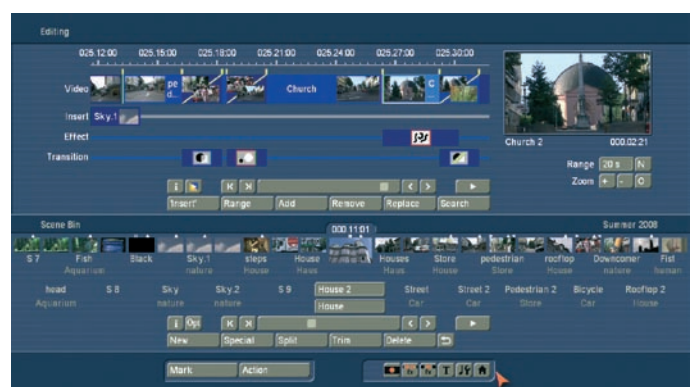
(10) "DV control" is done with these five buttons. You can directly control the connected DV device through the i-Link interface. Please note, however, that not every DV device is compatible, but you will find that most of them are. Seen from left to right, the buttons are used to: stop the recorder, play, pause, rewind, and fast forward. Rewind and fast forward have three different effects. Fast rewind or fast forward results if the button is pressed while the

recorder is in stop mode. Slow rewind or slow forward results if the button is pressed while the recorder is playing. Clicking the button while the recorder is in pause mode causes movement of a single frame backward or forward.

(11) The four menu symbols bring you directly to the Edit, Record/Edit, Video settings, and to the Main menu screens.

4.7 Editing

This screen is used for most of your editing work, and for sequencing of trimmed scenes. This is the most important menu. The menu can be split in two different proportions which will depend on the selected screen resolution. Resolutions higher than 1024x768 pixels will result in a slightly different edit bin screen section. All the buttons described here are of course to be found in both view types.



(1) Here you see the storyboard. This is a tool that has been used since movies were invented. The idea is to clearly lay out all the scenes of a production in order to more easily implement editing principles. A single frame, (the first pictures of a scene), are used as symbols ("thumbnails") to represent the scene.

A glimpse at the storyboard allows you to grasp the whole story without having to review all of the material. Traditionally, the storyboard was a large board composed of hand-drawn pictures.

Your system uses an electronic storyboard. Scenes are selected from the scene bin (item (7)) and put into order on the storyboard, located in the upper section of the screen. In the storyboard the selected scene is in the center. The selected scene length (duration) is displayed above the scene to highlight it. Clicking on a scene in the storyboard causes it to be moved to the center (often referred to as the "selected" or "active" scene). The edit screen display depends on the set screen resolution. Resolutions above 1024 x 768 pixels result in a multiple-row scene bin. Depending on the chosen resolution (see chapter 5: VGA mode), at least seven entire scenes will fit into a visible part of the Storyboard.

But there is no limit to the number of scenes that may actually be present on the storyboard. The storyboard can be scrolled to the left or right. The starting point is to the left, and scenes are played sequentially from left to right.

The Storyboard can also be displayed as a 'Timeline'. For this, you require a VGA or DVI screen resolution of at least 1024x768 pixels. To use the Timeline display, you must activate it in the System Settings. Until now, you have been using a Storyboard style editing suite, which sorts the scenes in order of playback. These scenes are tagged with symbols representing the effects. This (particularly for beginners) very effective method can be further optimized by additionally using a Timeline display.

The Timeline

With the new system software, you can make use of the Timeline display as opposed to the Storyboard method. This is often preferred by many professional video editors.

In the Storyboard, all added scenes are shown as a sequence of pictures, each representing a specific scene. Effects, inserts and titles are also shown as pictures in the Storyboard. This allows for a very clean and uncluttered display of the sequence of scenes and effects used. Important information such as the length of the scene in relation to the entire Storyboard can not be seen right away however.

When viewing the project as a Timeline, you instead see scenes and effects as bars positioned on a time axis. The length of the bars is shown in proportion to the length of the entire project. In addition, you can compare scene lengths directly with each other.

Effects and inserts are also shown as bars in the Timeline. In order to improve the overview, they are shown as separate bars – or tracks as we'll call them. Apart from the video track, there's a track for the insert, image processing effects, titles and transitions. Above the tracks, there is a time scale to help you keep track of the time position for the scenes and effects. The Timeline is the central element for your video editing work. You can activate the Timeline via System Settings > Storyboard options > Mode. Depending on the settings you make, the system switches between the Storyboard and Timeline display mode. The Timeline is shown in the same way in the Edit, as well as the effect menus. The audio menu additionally shows the audio tracks.

The top part of the screen shows the Timeline, which is divided into different parts. The view depends on the settings you have made for the Timeline. The top of the screens holds the time scale for reading the time and position of scenes in the project. You can change the time display type via System Settings > Additional Settings > Timecode display.

Beneath the time scale, you'll find the video track. All scenes are shown as a sequence of bars or tracks, which can be zoomed at varying factors. One option is to zoom so that the first and last frame of a scene is seen on the ends of the bar. The scene name is shown in the middle. If the bar is too short to show all elements, only the start frame is shown. If you zoom out even further, only the scene name will be displayed. Each scene is separated by a vertical line, representing the beginning of a new scene. The active scene is highlighted by a different color – and is not, unlike the Storyboard mode, positioned in the middle of the screen. In addition, the active scene (or the active insert part) sports a bright line at the bottom. If you position an insert over a scene, you'll find the insert scene in the insert track, just below the video track. It is positioned correctly beneath the background scene. The elements found in this track can also display frame pictures or just text, depending on your settings. You'll also find that the effects are positioned exactly at the right time position. Effects are shown, just like the scenes, as bars with the respective effect icon. The lowest track is used to position transitions. The display method is the same as used for image processing effects. As soon as you insert a transition, the video track display will change. Two consecutive scenes will be placed 'over each other'. The overlapping area will be shown as having its own field, at the same length as the transition. The field contains a diagonal yellow line. In addition, depending on the setup, two smaller images representing the first and last frame of the area may be shown.

To the right of the Timeline, you can see a larger version of first frame of the currently used scene. Directly beneath the image, the scene name and the scene length. Underneath, there are various settings for 'Range' and 'Zoom' to help you define the best possible overview for the Timeline part you are working on.

'Zoom +': Zoom into the Timeline display to improve visibility of short clips and effects. Each click doubles the zoom area. The time scale carries information about the currently displayed area in seconds (s) or minutes (m).

'Zoom -': Zoom out of the Timeline to improve the overall overview of the project. If you are using long scenes, a smaller Timeline view may be more appropriate. Each click makes the view half as small.

'O': This button switches the view to 20 scenes wide, but at a maximum of 10 minutes length of your project. The current scene is shown in the middle.

'N': This normalizes the view and the current scene uses up about 25% of the video track space.

'Range': This function is used to set an area length for displaying the Timeline in seconds or minutes. The time scale then switches to the value you are using. To set the value, click into the number field for 'Range' and use the keyboard to enter a number.

- s for an area in seconds (1-60)
- m for an area in minutes (only complete minutes).

If you enter a number without a letter, the number will be set up in seconds per default.

The effect menus are also shown in the same fashion using the Timeline. The audio mix screen allows you to see the audio tracks in addition to the video tracks at the bottom.

The Timeline offers a very fast method for switching over to an effect menu. If you want to change or delete an effect in the Timeline, click onto it directly in the Timeline itself. You will then be transported to the respective effect menu with the options for the effect you have selected. Activating an effect in the Timeline also activates the corresponding scene. It will be highlighted – and in addition, marked using a bright line, pointing out the connection between effect and scene. This is particularly useful when working with inserts. If you are working with an insert in the Storyboard and wish to apply a transition to it, the line will help you to see if the effect will be positioned at the beginning of the insert (Storyboard scene during insert sports a low line) or at the end (the scene has a line). If this part of the scene shows a bright low line, the transition will be placed between the marked and subsequent scene.

Using the timeline to edit audio

In the audio mix menu, the Timeline works very much the same. In addition, the audio tracks are shown.

The top audio track is the original sound belonging to the scene seen above it. If there is a transition between two scenes, the fade between the two scenes' original sound is shown by a diagonally divided area. Generally, positioning and arranging audio in the Timeline works pretty much just like using the Storyboard mode. Across the entire area, the audio tracks show status bars, giving you information (via its color) about the audio below. If the audio is rendered, and the volume levels are adjusted correctly, it will be shown in blue. If the audio is overmodulated, it is red. Finally, unrendered audio is shown in yellow.

Setting up the Timeline

Setting up the Timeline is described in chapter 4.1 System Settings.

(2) To scroll through the storyboard click on the slider below the storyboard and roll the ball on the trackball to the right or left.

(3) The buttons next to the slider can be used to move from one scene to the next in the storyboard one scene at a time.

(4) The buttons "|<" and ">|" move you to the beginning or end of the storyboard.

(5) You can use the Play button to the right of the slider to play the storyboard beginning with the selected scene until the end of the storyboard (or until you stop playing either by pressing the Stop button which is now visible, or by clicking the right trackball button.) Note that the displays quality may be lower than the actual output, depending on the used screen-mode (e.g. in single-monitor VGA mode).

You also have a Pause button which you can use to stop the playback until you press the Pause button again (or press the Play button). The last frame appearing before the Pause button was pressed remains as a single picture on the monitor until playback is resumed.

(6) Clicking on the "i" button, a window is called up showing information about the storyboard. You'll see the project name, the current position of the storyboard (the time is displayed), the length of the whole storyboard and the remaining length (after the current position).

(7) This button starts the Storyboard render process. All effects found in the Storyboard are rendered. It has the same effect as the render button in the 'Finish' menu. allowing you to render the complete Storyboard in one go (if you want to avoid seeing unrendered parts).

(8) Recorded scenes appear automatically in the Scene bin in the lower section of the screen. They are represented as small thumbnails (the first frame of the video scene). In video mode (not VGA) up to eleven scenes can be viewed simultaneously in the Scene bin. For more than eleven, the slider (item (9)) is then used to scroll to the desired scene. The edit menu display resolution depends on the used monitor mode. With resolutions higher than 1024 x 768, the scene bin will be organized in multiple rows.

Scenes from the scene bin that have been inserted into the storyboard are indicated by a small white triangle in the upper right corner of the scene, or they can alternatively be hidden using the options. A scene in the scene bin can be tagged with various symbols.

- ,>' = The scene is trimmed in the IN area
- ,<' = The scene is trimmed in the OUT area
- ,x' = The scene is rendered, is an empty scene, has been imported or contains rendered parts
- ,^' = The scene is also used in the Storyboard
- ,■' = The scene is marked
- ,□' = This is the current scene

In the scene bin (right), you can see the project name you

chose. When using a higher resolution, you will see a larger view of the currently selected scene on the right side.

(9) The slider below (right) the scene bin is used to select the scenes to be displayed. The buttons next to the slider can also be used to move through the Scene bin one scene at a time. The buttons "<" and ">" are used to jump to the beginning or the end of the scene bin. The "<" and ">" buttons will move through the scene bin one scene at a time.

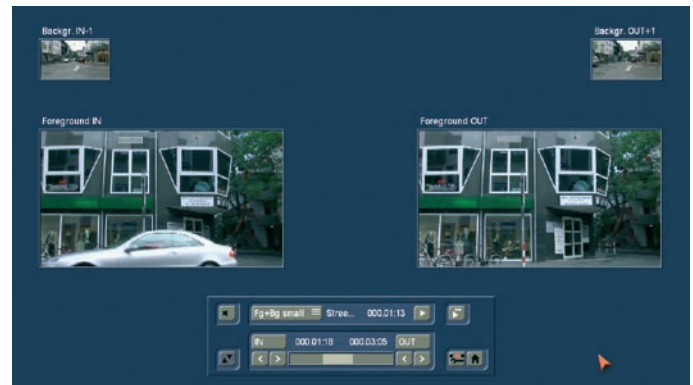
(10) The Playback button is to the right of the storyboard slider. This button is used to playback the active scene displayed in the center of the scene bin. Stop and Pause buttons are also available.

(11) Clicking on this "i" button displays a window showing information about the activated scene in the scene bin. In the upper part of this window you'll see the timecode, the recording date, the recording time and the format. Further, you can call up the keyboard by clicking on "Enter/change comment" in order to add your notes to this scene, which then will be displayed in the lower box. Clicking on "Ok" confirms the notes, so that it will be displayed in this information window when it is called up again.

(12) In case you have not yet renamed the scenes in the Record screen, you again have the chance here to give the scenes your own names. Simply select the desired scene in the scene bin and then click on this button to bring up the on-screen keyboard. If you have the PowerKey option, then you can use this keyboard to clear the old name and enter a new name.

(13) Many users require "overlapping" of certain video sequences with other scenes without changing the original audio. Example: a music video. A complete recording of the singer is available. Certain portions of this recording are to be substituted with other scenes, but the view of the artist singing is to reappear several times. The movement of the singer's lips should always be synchronized with the music. This means that the original audio does not change, even though scenes are changed.

Bogart SE offers an easy way to do this: With an Insert-edit, the selected scene in the scene bin is overlaid onto the storyboard. Only the video, not the audio of the scene is overlaid. Clicking on "Insert" overlays the selected scene in the storyboard with the selected scene from the scene bin. The scene in the storyboard (background) is then partially or completely covered with the insert scene (foreground). The background scene must, of course, be longer than the foreground scene. The range (start position, length) can be set freely and changed at any time, even after the Insert is placed. Every click on "Insert" leads automatically to a Range menu.



The starting point, which is by default set to the first frame of the insert, can be moved towards the end ("Start" button). To do this, you have to select "Position". Now you can see the background scene. To trim the insert-scene either from the front or from behind, switch the selection button to "Trim" so that you can see the "IN" and "OUT" buttons. During this setting, you can see the background scene. Set the selection button to "Trim E" so that you can see the insert-scene instead. The "fg+bg small" mode is used to show both foreground and background scene in smaller versions. When trimming an Insert scene, you'll see the "Foreground IN" and "Foreground OUT" screens. Above, you'll see two smaller screens depicting the scene frame just prior ("Backgr.IN-1") and after ("Backgr. OUT+") the insert. In this fashion, you have all the information about the insert length and the position on top of the base scene.

Using the "Pos. small" mode, you will see the same layout of the menu, however, in this case you are moving the insert scene on top of the background scene. The preview for "Start" and "End" shows you the position of the background scene, where the insert begins and ends. The smaller scene images above show you the "IN" and "OUT" frames of the insert itself. Press play in the Insert menu to monitor how your insert has been added. Press the Play button again to stop. This plays 2 seconds before and after the insert, while playing the original audio track of the Storyboard scene. This gives you good control over the position of the Insert. To the right of the play button, you'll find another special Playback command which activates a dual screen: The left image shows the background scene and the right image the Insert scene. Playback begins a little before the Insert scene. You can pause playback any time, restart and stop. Quit to return to the Edit or Main menu.

The so-called "background scene", in other words the storyboard, can be split in three parts:

1. the background scene before the insert
2. the Insert scene
3. the rest of the background scene after the insert

This division allows you to place any number of insert sequences onto a single background scene. Inserts are indicated in the storyboard by a symbol (two overlapping rectangles) in the upper part of the scene in the

storyboard and can be Removed at any time.

The button "Remove" offers the possibility to delete the first and the last part of the background scene in front of or behind the insert scene.

Overlapped background sequences are automatically put back together.

Neighbouring insert scenes can certainly be connected with a transition effect.

(14) After you have added an insert and the scene is still selected in the storyboard, you can use the "Range" button to modify inserted scenes.

These scenes can either be shifted (Set the mode to "Position", and then click "Start".) The Insert scene can also be re-trimmed at the beginning or at the end (using the "IN/OUT" buttons in Trim mode). The function "Trim E" allows you to see the insert-scene while trimming.

For Insert scenes the user is brought to the usual Range menu. Here also you can display and hide the audio wave form with the loudspeaker symbols (section 3.2).

If you click on the "Range" button while no insert scene is activated, you can reach every position of the activated scene or of the entire storyboard. This function is helpful if you have added a very long scene to the storyboard and want to view its middle position. You can reach the desired position by the help of the button "Position" or with the arrow buttons – the slider to the right shows the current position in relation to the complete storyboard. The position can also be changed by clicking the play button; the stop button stops playback. If you exit the "Range" menu by clicking on "Ok", the new position is confirmed.

(15) Scenes are added to the storyboard from the scene bin.

The selected scene in the scene bin is added to the storyboard by clicking the "Add" button.

The added scene always appears after the currently selected scene in the storyboard.

There is one exception. When the very first scene is the current scene in the storyboard, the user is asked by the system whether the scene to add should be put In front or Behind the first scene.

There also exists the possibility to cancel.

If you add the scene before the first scene then you will be asked – if there is audio on a music track – whether the music track should be shifted backward. Answering Yes causes all audio tracks to be shifted (synchronized to the picture). No causes the music tracks 1 and 2 (thus the sound tracks 3 and 4) to stay at their time position, and this causes them to slip under another previous scene.

When the scene has been inserted, the original in the scene bin can be deleted or trimmed without affecting the storyboard scene.

(16) The function "Remove" deletes the scene located in the center of the storyboard from the storyboard. An "Insert" scene can also be deleted, and this uncovers the background. If

you have already created audio and the scene to be deleted is affected, then you will receive a warning message telling you that an audio sample will be deleted. By removing a scene from the Storyboard, this very scene will be highlighted in the scene bin, allowing you to fast sort the Storyboard.

(17) Clicking on "Replace" causes the selected scene in the center of the storyboard to be replaced by the active scene in the scene bin. This can be a completely different scene, or the same scene with different In and Out points. For example, if you find that a scene is too long and needs shortening. If the scene makes use of effects, remember that changing the scene may result in a different effect length. If the new scene is shorter than the previous one, it may also affect the audio tracks beneath.

(18) The "Search" button makes it possible to find the same scene in the scene bin that is currently selected in the storyboard (assuming it has not been deleted or renamed). After clicking on "Search" the scene in the scene bin is activated and can, for example, be trimmed or split. Finally, the scene in the storyboard can be replaced with the newly trimmed scene. If you have deleted the scene from the scene bin, then after you click on "Search" the message "The scene was not found. Should it be re-created?" appears. If you then click on "Yes" and the scene will again appear in the scene bin. This function can be activated at any time, even after restart, after which a deleted scene cannot normally be re-created.

Note: Searching for scenes in the Storyboard can be a lot easier with the (in some cases optional) Power Key keyboard and software.

(19) "New" creates a scene whose duration ("Length") can be set up to 1 minute and whose contents can be set from a selection list.

This is very interesting for leaders and trailers (black video), but also for certain crossfade effects. The length of the scene can be set using the slider (max. of 1 minute). Alternatively, enter the length directly.

Clicking on the button "New" causes a list of various options to appear. The list is already split. The top part shows already used effects. This is the favourites list, with the 10 last effects used, making it easier to find them. Below the line, you can see the regular effect list. The following new scenes are available in the standard version: a) Countdown b) Color bars c) Color d) Ksebara e) Pattern f) Black

Further effects are available on additional CDs/DVDs that you can obtain either as full or demo versions from your dealer.

You can select a new scene simply by clicking on it or by activating the slider control.

a) Countdown

This function creates a countdown effect. For each second, it shows a number counting backwards. You can change the

font and style used and even present a background picture. If you want to show a background picture instead of a color or pattern, set the alpha channel value to 0%. This makes the selection translucent and allows you to select a background picture. The current project's scene bin will be shown, allowing you to select a suitable image from the available scenes. If the background scene is shorter than the countdown, the scene will repeat. If it is longer, only the necessary part will be shown.

b) Color bars

This scene creates a striped test image according to the standard IRE 100 (for PAL) or IRE 92.5 (for NTSC) with changeable duration. In professional usage, it is normal to have a colorbar test image several seconds before each video project.

c) Color

This option creates a one-color scene that is mainly used as background for titling. Selecting the option "Color" opens the color box so that you may select the color.

d) Ksebara

The 'Ksebara' function allows you to convert DVDs that have been created with Arabesk back into a video scene. Press 'Import' and then press 'Show contents'. The menu will allow you to select films from the DVD (you can select multiple entries, see chapter 3.2). Press OK or 'All' and wait until the import has finished. This can take a few minutes.

For each film, a separate scene will be created. The scenes are added to the scene bin.

Note: Please remember that the scene will most likely display compression artefacts compared to the original footage. DVDs are compressed in MPEG II.

e) Pattern

After you select this button, you see the "Select pattern" button to the right. Click on this button to open a screen in which you can select a pattern from the Image Pool. More information on this image pool can be found in section 3.3 of this manual.

The special effect called "Pattern" applies the aspect ratio of the used pictures and patterns to the 16:9 format (in PAL and HDV). Activate the function "Enable distortion" to stop this correction.

f) Black

This mode creates black video that can be used as background for titles or combined with the transition effect Cross-fade for fading into and out of a video.

Below the selection list you find the "Preview" button. This allows you to view a moving video preview.

Clicking on the button "Full size" (if your system is provided with this button) brings up another menu that again displays the effect options in the area to the right.

In the left area you see the "Frame" slider under the effect

name. With this slider you can set the point in time in the new scene you wish to see.

Below, you can see the button 'Display'. In the case of these effects, it does not hold any further options. The function is required for other effects options. You can also shrink the panel by pressing the slider above.

With "OK" the settings for the effect options in this menu are accepted and you are returned to the "New scene" window. With "Cancel" you exit the "Single image" menu without having made any changes.

The arrow button serves to move the single-image menu to the upper screen edge. Next to the 'Full size' preview, you'll find a loop preview option. This plays a small preview loop of the scene with all settings activated. You can directly change options and see the result in the animated preview.

The selection button displayed underneath the "Preview" button offers three settings. The function "All" shows all possible "New scenes", which can be found in the system. "Default" shows the scenes, which are integrated in the system and "Optional" shows only the scenes, which have been installed afterwards.

(20) In the "Special" menu you find various special effects and all image processing effects.

Listing of all Image Processing effects under this item has a special reason: multi-layering.

If you want to edit a scene with several Image Processing effects then you must first activate the scene in the scene bin. Then select the Image Processing effect from the list in the "Special" menu, (not in the Image Processing effects screen). The Image Processing effects listed in the "Special" menu are not applied to a scene in the storyboard, instead a copy is made of the active scene in the scene bin. The copy incorporates the effect, and its name is supplemented with SP, SP 2, etc. You can repeat this procedure at will. (see also section 4.8 Image Processing effects, item (12))

The list is separated into two sections, the first of which is also divided. The top section contains the effects you already used. This section is called the 'Favourite lists'. It contains the last 10 used effects. You can use this list to faster access common effects. Below the division line, you'll find the complete list of effects.

Some of the special effects (the ones listed in the upper part of the list—above the line) are only available here. These include: Backwards, Clipboard (availability depends on system used), Copy, Jitter, Photo-Transfer (availability depends on system used), Quick motion, Scene --> audio Sample, Slow motion, and Still Scene. These effects do not appear in the Image Processing screen.

Here, too, several effects have a "Preview" and (if your system supports this function) a "Full Size" preview option. To the right you find the effect options, to the left you see the "Frame" button under the effect name. You use this button to set the exact

frame of the scene you want to view.

The button "View" provides four options. With "Original" you can view your original scene, with "Effect" you can view your scene with the special effect applied, and "Orig. + Effect" puts the original scene on the left screen half and the applied effect on the right half, so that you can directly compare them.

The option "Compare" divides the screen into two parts. To the right you see your new scene (with effect) and to the left a scene that you can freely choose from the scene bin using the button "Choose scene" positioned below. This enables, for example, an exact color adjustment.

The effect options can be set directly in this window. You'll even get a real-time preview without having to confirm the selection with the slider.

You accept the settings you have made for the effect options by clicking "OK" and you are returned to the Special screen. Clicking "Cancel" returns you from the full-size menu, but without accepting any new settings you may have made.

Further on you'll see a selection button underneath the "Preview" button, which offers the following three functions:

The function "All" shows all programs which are to be found in the system. "Default" shows the programs, which are integrated in the system and "Optional" shows the programs, which have been installed separately only, e.g. the additional software. You also have the possibility to let just one program be displayed in the effect list. This function is helpful if you have installed several effect packages, but only want to work with one at a time.

The arrow buttons serve to move the single-image menu to the upper screen edge.

– Copy

A scene can be copied as often as desired within the "Edit" menu without requiring additional space on the hard drive. Copying also requires no time.

You can simply select one of the scenes by clicking on it. The outline of this scene changes to blue. Clicking on "Copy" creates a copy immediately.

The reason for copying is so that you can trim a copy independently of the original.

For example, you can use several seconds of a long take in the opening title and then insert the complete scene later at a different point in the storyboard.

Bogart SE frequently creates copies automatically, (for example when splitting, inserting into the storyboard, and when creating a special effect (e.g. "slow motion").

The "Copy" button is therefore meant only for the purpose described above.

The copy appears in the scene bin and receives the name of the original scene extended with ".K", for example "vacation.K".

– Jitter

Have no fear – Bogart SE processes your best and most detailed material without jitter. But sometimes a jitter or stroboscope effect is desired to attain a change of pace or to give

your video an artistic note.

Simply pick a scene, select "Special", click on "Jitter", then set the Still time (still time 000.00:04 = one image remains as it is for a length of time corresponding to four frames), and in "Type" select between "Half frame" and "Full frame". Now you have created a stroboscopic scene that has an extension "RU". The option "Full Frame" has an improved picture quality and is recommended for scenes with little motion. For scenes with considerable motion the option "Half Frame" is recommended.

Audio is not affected by Jitter and remains synchronized.

A preview of this effect is not possible. If you click on the "Preview" button, a white, crossed-out circle appears.

– Backwards

Clicking on the button "Backwards" creates a scene with the extension "RW" which has the same length as the original, but runs backwards. The audio is also run backward. You can mute the audio in the "Audio Mix" screen if you don't want to hear it.

– Still Scene

Frequently a still scene is required in a video. For example, when introducing "actors". Bogart SE can quickly create such stills.

The selected scene in the Scene Bin is simply frozen at its first frame for the Length of time set (up to 1 minute), using the slider to the right. Any remaining part of the scene after the first frame is not used to create the still image.

If you want to have a specific still image that is not the first frame in the scene, then simply copy the scene and trim it down to where the first frame is the desired one, then apply the Still Scene function. The created scene has the extension "SC".

Under Type you have the choice between Half Frame and Full Frame, whereby Full Frame has a better quality and is recommended for scenes without too much motion. "Frame" means that SMSRT EDIT tries to remove unwanted "artifacts" which occur during fast movements or also during quick camera pans. If the movements are not as dramatic, you will gain better results and a very calm still by choosing "Frame". In some rare cases, it may be better to use the "field" option. There is no audio for still images.

– Scene --> Sample

This function copies the original audio of the active scene contained in the scene bin to the audio sample list of the audio menu. The new audio sample is named the same as the video scene it was created from. In this way you can use the audio of one scene for other scenes. If you click on the "Preview" button a white, crossed-out circle appears meaning that preview is not possible.

– Slow motion

"Slow motion" creates a scene that is a copy of the original but which runs more slowly. You can specify the delay factor with a slider. The higher the delay factor, the slower the scene.

A value of 2 (the smallest possible value) creates a scene that runs at only half the speed of the original. If the original scene was, for example, 4 seconds long, then the scene in slow motion is 8 seconds long. To calculate the length of what the new scene will be, multiply the scene length with the delay factor). The finished scene with the extension "ZL", can be trimmed like any other scene and placed in the storyboard. Effects can also be applied if needed.

Bogart SE plays the scene more slowly than the normal frame rate. Movement can be jumpy. The extreme slow motion known from sports transmissions is only possible with the use of expensive special cameras that can film at a much higher frame rate per second. A preview of this effect is not possible. If you click on the "Preview" button a red, crossed-out circle appears indicating that preview is not possible.

– Quick motion

"Quick motion" works principally the same way as slow motion, but creates a new scene that runs faster than the original. Here you can specify a speed-up factor between 2 and 10. Uneven values are recommended in order to obtain full resolution. The new scene has the suffix "ZR". You calculate the length by dividing the time of the original scene by the specified speed-up factor.

Here, too, a preview of this effect is not possible. If you click on the "Preview" button a white, crossed-out circle appears indicating that preview is not possible.

– Clipboard

(only available if you are using an activated Pro Pack)



This is a function for temporary storage. Select 'Clipboard' to access a selection menu. You can add scenes from the current project to the list or choose an item from the list to be added to the current storyboard. The top part of the menu shows a list of all scenes in the Clipboard.

When you first use this function, the list will be empty. These are the available functions:

Add current scene: The currently selected scene (in the Storyboard) will be added to the Clipboard

Add another scene: You can add any other scene from the

scene bin of the current project.

Add scene from another project: You can add any scene from the Storyboard. To do this, first select the right project and then choose from the available list.

Remove scene(s): This option is only available if you activate at least one scene in the list. All marked scenes will be deleted.

Import scene(s): This option is only available if you activate at least one scene in the list. All marked (tagged) scenes will be imported to the current project.

Options: You can choose if trimmed parts of a scene are copied as well. You can also choose to import the scene with another format, if required.

You then see the inserted Clipboard scenes in the scene bin. The scenes might have new numbers if the scenea or scene namea are already present in the scene bin.

If you click (in the clipboard) on the function "Remove scene", the "Remove scene from clipboard" menu is opened and you can select the scene to be deleted from the clipboard. Again, multiple-selection using the box checkmark is possible. Then you only have to click on "OK" and the scenes are deleted.

Note: If you click on "Remove scene" you see that in the window displayed the "OK" button is disabled (appears in dark gray) and thus cannot be clicked. This is a safety measure so that you don't accidentally delete a scene. If you really want to delete a scene, then click twice on the scene to be deleted (even if it appears in gray) and then click on the "OK" button that is now enabled.

The function "Scene from project --> Clipboard" is used to choose scenes in other projects without entering the project settings.

Clicking on the button "Scene from project --> Clipboard" opens the screen "Select project", in which you can choose one of your Projects, from which you want to export a scene. After marking a project and having clicked on "Ok", the scene bin of the activated project opens from which you can choose the desired scene. After confirming with "Ok" the scene is transported in the clipboard. Now you can click on "Clipboard --> Project", so that a window appears in which you can mark the scene you just exported. After confirming with "Ok", the scene will be imported into the scene bin of your current project.

The clipboard serves principally to store video scenes temporarily in order to use them in other projects. The clipboard can be accessed from any project.

Of course, it is also possible to copy DV material into an HDV project with the aid of the Clipboard.

If you switch into another DV project and use new project settings, then the scenes already contained in the clipboard are marked with an asterisk and may not be usable. If you select one of these scenes in order to insert it into the scene bin, the "These scene properties do not conform to project settings!" message appears.

Note: The scenes contained in the clipboard are deleted when you turn off your machine.

These Special Image Processing effects (only to be found in the Edit menu) are shown first in the list. The remaining effects in the Special menu are the same as the Image Processing effects (The individual Image Processing effects are explained in chapter 4.8).

(21) In general, you will record scenes that have more than one camera setting (take). These scenes must usually be split up in order to make the video you intend. You can skip this step only if you want to keep the complete footage as is without transition effects.

Clicking on the "Split" button brings you to the Split menu:



Splitting can be compared to cutting a roll of film.

The film is still on the roll. A segment of film, (the first take in the scene selected in the scene bin), is pulled out of the roll. This happens by clicking on "Split position".

The trackball can be used to scroll through the entire scene. Select the last frame of the first take and click on the left trackball button. Check (and correct if necessary) with the arrow buttons ("<,>") that you have hit the exact split points.

The audio wave form (section 3.2) can help you. You can turn it on and off with the loudspeaker symbol. Audio "scrubbing" can help you with splitting by allowing you to make splits according to specific moments in the audio.

Now you have isolated the first take. The segment is highlighted in light blue. You can playback the segment (and rename it, if desired). You must now decide whether the segment is valuable or can be deleted. Clicking on "Use" causes the segment to be "cut" and placed into the scene bin, where you can access it later. "Drop" skips the segment and moves on to set the next the split position in the scene.

Bogart SE offers a further display mode for splitting a scene, which makes it even easier to determine the correct splitting position. Click onto the button beneath the speaker symbol to see the display of two scene images next to each other. The left scene is the current frame at the set split position. The right frame display the direct next frame after the split position. You can therefore see both options at the same time and can de-

cide more easily which frame really ends the scene, just prior to a new scene, or when new content begins.

Note: In this mode, it is not possible to move the menu to the top of the screen.

Bogart SE does not delete any video material during this procedure. The individual scenes are only copied ("Use") or not copied ("Drop"). The original scene with all takes (the "film roll") remains unchanged until it is intentionally deleted in the Edit menu.

After clicking on "Use" or "Drop" you continue to work with the rest of the roll. Another strip must be taken out and judged either as good ("Use") or bad ("Drop"). The last scene is automatically displayed as ".Rest" in the scene bin. This enables you to easily interrupt your work and to continue later with the ".Rest".

An additional function is splitting a scene in series through the "Index" button. Click (in the splitting menu) on the Play button so that you see the "Index" button. While the video is running with audio, each time you click on the "Index" button a split position is set. Afterward the split segments are positioned after the original scene in the scene bin. This function serves to roughly split up a scene before you begin with final editing.

In addition, you can make use of the automatic splitting function if the video material has been recorded via DV/HDV/AVCHD.

Click on the "Auto" button to cause your footage to be automatically split. You now can decide where the divided scenes are to appear. You can choose from the options 'Add to Storyboard' and/or 'Add to Scene Bin'.

The newly created scenes will appear directly after the currently selected scene. Please note that the system cannot add scenes in between Insert scenes in the Storyboard.

The video scene that you have filmed most recently is split up very quickly according to shot changes. (If there are no camera changes, no splits will be made.)

(22) Scenes must generally be trimmed before they are suitable for production. Jittery and blurred images can be removed down to the last unsuitable frame.

Clicking on "Trim" brings up the trim menu.



Here you can do fine editing for each scene. You can set the scene's In point (start, first image) and Out point (end, last image) anywhere you want. This is similar to an analog cutting board, but without any waiting time.

Clicking on "IN" displays a much smaller strip (depending on the screen resolution [video]) that enables you to scroll through the scene and set the new In point. The blue area shows how much of the scene is still active, the gray area to the left shows the "trimmed away" part.

The time display to the right of the blue bar shows the length of the scene. Once you have found the correct starting image, confirm by clicking on the left button and the "Trim" menu appears again. A sufficiently large display will not see this 'switch' occur. You will continue to see the same menu: The current position is represented by a bar and shown in figures next to the buttons.

You proceed in the same manner with the Out point. You can carry out fine editing by using the arrow keys (below the "IN" and "OUT" buttons) to step through the individual frames one at a time. You can play the trimmed scene to check it by clicking on the Play symbol (all the way to the right).

You can display the audio wave form and use audio scrubbing (section 3.2).

This procedure simplifies the creation of clean splits.

Note: When trimming the IN-point, the system always displays the first available even field. When trimming the OUT-point, the system shows the odd (later) field. When splitting, the first field is even, when positioning, it's an odd field. This serves a more clean way of cutting.

Bogart SE offers an alternative mode for trimming, showing multiple scene positions next to each other. Press the button just beneath the speaker symbol.

You will see several scene positions next to each other. Using the images for IN and OUT, you can immediately see the first and last frame of your trimmed scene. It begins with the IN frame and ends with the OUT frame. The smaller images left and right (above) show the respective frame just before and after the trimmed area. You can easily determine if the scene is trimmed correctly.

Note: In this mode, it is not possible to move the menu to the top of the screen.

With the two buttons next to the time displays for the start and end images you can play the first and last 3 seconds of the scene.

Note that segments of a scene removed by trimming can be reinstated at any time by repeated trimming.

To the right and below you can directly activate the Edit screen and the Main menu with the menu symbols.

(23) You can delete a scene at any time. Clicking on the "Delete" button deletes the currently selected scene in the scene bin.

(24) In case you want to retrieve deleted scenes, you can use the UnDo button (curved arrow) to be found to the right of the "Delete" button. With the UnDo button you can retrieve the last ten most recently deleted scenes. Deleted scenes are lost permanently when the system is restarted, when switching between two projects, and when there is no more space for recording (video or audio).

This button can be used to reinstate scenes that you deleted in the scene bin and now have removed from the storyboard.

Tip: You can use the "Delete" and UnDo functions to easily sort scenes in the scene bin. Delete the active scene, activate another scene, and then click on UnDo. The scene removed from the scene bin is now reinserted just after the activated scene.

(25) If you activate the "Smart Rendering" function (rendering effects in the background), you will see a small symbol "Fx" shown in the top right corner of the screen. If the system is currently rendering an effect, you will see a small dot flashing behind the symbol. Rendering multiple effects in the edit menu results in an additional dot for each extra effect being rendered.

In the System Settings, you can determine if rendering should start with the last placed effect or if the effect is to be rendered at the end.

The rendering will be activated either with the button "Smart Rendering" in the "System settings" (see chapter 4.1, item (6)) or by clicking onto this display in the upper right corner (as well as in other menus, which support inserting effects), which also opens the window.

After rendering was started, you can continue editing - the rendering will be done in the background.

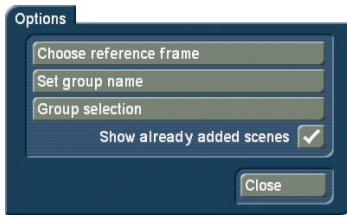
The scene with the rendered special effect is automatically placed right behind the original scene in the scene bin.

Note: The display allows a maximum of 10 dots. If there are more than 10 effects (which have to be rendered) inserted, you'll see three little dots, which means that further effects are waiting to be rendered.

(26) To the right below you see six menu symbols for the following menus: Recording, Transition effects, Image Processing effects, Titling, Audio mix, and Main menu. If you enter the menu via these symbols, you can exit using the right trackball button. This will even work if you enter several menus in succession using the symbol buttons.

(27) In the VGA/DVI modes, underneath the scene names, you can see a field with the group name. An empty field means that there is no group affiliation. In video mode, this field is not shown. You can access the group info by pressing either 'Opt.' or the info button 'i'. If you wish to change the group affiliation, press the text field underneath the active scene (VG/DVI only). This will prompt a list of available, existing groups to select from. Working with groups is described below.

(28) The 'Opt' button gives you further options that can be used to improve and optimize the scene arrangement in the scene bin.

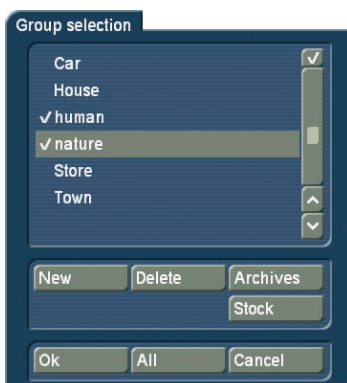


In order to differentiate better between the various scenes, it may be necessary to change the 'Reference frame' which represents the entire scene. To do this, go to the options 'Opt' and press 'Select Reference image'. You will see a menu that allows you to determine the image within the scene. Activate 'Position' to scroll through the scene and to select a new image.



You can assign scenes to groups and make things a lot more organised. For example, you can only show the scene of a particular group. In VGA mode, beneath every scene name, you'll find a small field (26) displaying the assigned group name. If the field is empty, there's no group assigned. In video mode, the group can't be seen directly, you have to first press the "Opt" button and then the information button "i".

If you wish to change an already assigned group, click onto the group name below the scene stamp (VGA only). You will see a list of group names – simply choose the new name here. The option "New" allows you to enter a totally new group name. If you are working using the video mode, press "Opt" to open the group selection and select "Assign group name".



Working with groups has many advantages. If you wish to show only selected scenes or a particular group or even several groups, press "Opt" and then "Group selection". This next list contains all available groups for this project. Use the multiple selection function to choose one or more groups by placing a tick next to the groups. Press Ok to now show only the selected groups of scenes. The remaining scenes are not deleted, merely "hidden".

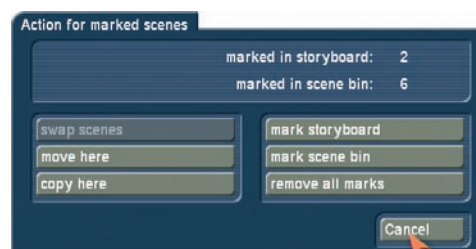
If you wish to delete an group name of a scene (un-assign), select the "---" name from the group list. If you wish to see all scenes, even those not assigned to any group, open the group selection once more and confirm by pressing "All". You will now once again see all of your clips in the scene bin.

Whenever you are not displaying all scenes, the header of the scene bin, on the right next to "Scene bin", you'll find the text "Filter active". Make sure to check for this if you feel that some scenes are "missing".

You can even improve the organisation of the scene bin more by hiding any scenes that you already added to the Story-board. Go to the options menu "Opt". If the checkbox next to "Show added scenes" is ticked, any added scenes (all scenes marked with a small white dot above the stamp) will be shown in the scene bin. An unticked box means that the function is deactivated and that already added scenes are not shown in the scene bin. Of course, "hiding" scenes in this fashion does not mean that they are deleted, but merely not shown.

Another way to adopt the scene bin are using the two buttons found at the bottom edge of the of the screen.

The two buttons 'Mark' and 'Action' are used in combination. They allow you to reorganise our scene bin easily. This can be used in addition to the group function. Mark a scene and move/copy it to another position in the scene bin, where it may more sense. Press 'Mark' to tag the current scene in the scene bin. The scene is tagged with a filled square. (see point 7). If you want to mark/tag different scenes, simply select another scene and mark it too. You can also press the small left button to mark a scene. Alternatively, use the Power Key option.



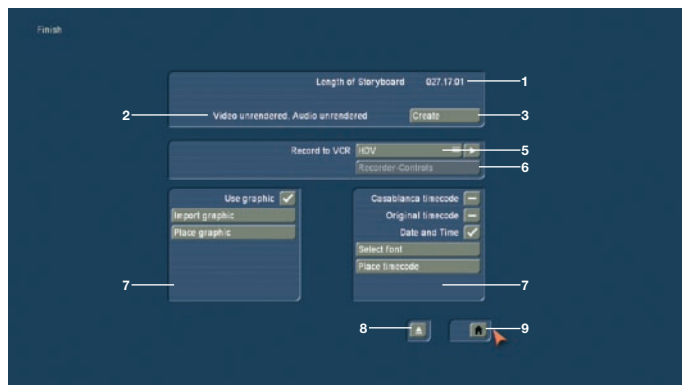
The 'Action' button allows you to initiate an action related to the marked scenes. There will be differing options, depending on the number of scenes you have tagged:

- Swap scene: This function swaps around two scenes and is only available if you have tagged exactly two scenes.
- Move here: All marked scenes are moved to the position after the currently selected scene. This deletes the previous scenes' position.

- Copy here: All marked scenes are moved to the position after the currently selected scene. The original scenes remain at their old positions.
- Mark Storyboard: This marks a scene in the Storyboard/Timeline.
- Mark scene bin: Marks all of the scenes in the scene bin at once. This is useful if you want to untag single scenes afterwards.
- Remove all tags: This removes all marks/tags without any further action.
- Cancel: This closes the action screen without any further activity. The tags/marks remain.

Once you have tagged all scenes, the marks will remain until you exit the Edit menu. Once you exit the menu, the tags/marks will disappear.

4.8 Finish



In the Finish menu a completely finished project is recorded out to a DV-/HDV-device or video recorder. If your system is provided with a DVD writer and the software "DVD-Arabesk", you can record your finished video to DVD (to read more, go to the related chapter in the manual or in the separate manual that is included with "DVD-Arabesk").

You can finish creating all video and audio.

(1) The counter at the upper right displays the length of the storyboard, which is the total length of your video project. The total length includes not only the scenes you have taken from the scene bin but also all additions such as color scenes, black intro scenes, etc. You now know how much storage capacity you will need for your output media (VHS, DV, etc.).

(2) This field indicates whether the video footage, effects and audio samples are "Created" or still "Unrendered". Even if all effects except one have been calculated, the display will show "Unrendered".

HD projects are treated in a special way. In an HD project, both MPEG-2 (HDV) and MPEG-4 (AVCHD) output of each single frame must be analyzed and changes in the next frame must be stored in so-called GOP (Groups of Pictures). The

smallest change in the Storyboard therefore requires a new render process prior to output.

To avoid this when you mistakenly make some changes in the Storyboard, this kind of 'in-between' save is stored in the current project. If you make changes after HD has been rendered, Bogart SE will inform you about this. You can always choose to output the previous version. The last changes in the Storyboard will then be ignored.

(3) You can use the "Create" button to carry out pending calculations in order automatically. (This is commonly referred to as Batch-Rendering.)

A display tells you which effect of the total is currently being created and the progress bar shows the progress of the entire creation process. Please note that this is an approximation because the calculation times for different effects may be different. Some effects (e.g. the 3D effects) need more calculation time for every frame and this may lead to a certain imprecision in the remaining time displayed.

Tip 1: When you activate the 'Make sound after rendering' (you can find this in System Settings - Further Settings), you will be treated to a acoustic signal once the rendering process is completed. This is a good help if you wish to do other things in the mean time.

Tip 2: If you turn off the machine while creation of an effect is in progress, the calculation will be finished before the machine actually powers down.

(4) Clicking on the "Choose Range" button brings up a menu in which you can specify a segment of the storyboard (using the "IN" and "OUT" buttons and the arrow buttons) to be recorded out (currently not supported in HDV mode).

Here you can also use the wave form (section 3.2) to help you in deciding on the segment.

To use the set up segment for finishing, exit this menu by pressing the 'tape' button. The other button is used to exit and cancel the settings made. This segment will only exit for a short time. Each time you go back to the 'Finish' menu, the range/segment will be full length. If you wish to set up a range for a DVD, do this in this menu, exit with the 'tape' button and then enter DVD Arabesk.

(5) The Record to VCR function serves to record your video project out to another device.

If you want to record your material on a VCR, then select Analog and then click on the Play button next to it. Your video plays and is recorded out to the VCR.

If you want to record your material to DV, select the option "DV" or "DV-Backup" and use the DV Controls (6). The differences between DV and DV-Backup are explained in chapter 4.2 under point (11).

Of course you can record video material with the aid of suitable software to your PC's hard-drive and edit it there.

If you are editing an HDV project, you can now also output your video in HDV.

Note: At the end of the recording, the screen will remain black until you press a key on the trackball. The advantage is that at the end of the project, the recorder will not record the 'Finish menu', but instead, a black scene.

Note: Exporting HD projects to CD/DVD/Blu-ray or USB media is done from the 'Project Settings' menu. Read the section called 'Saving the Storyboard' for more details.

(6) If you would like to control your DV device (camera, deck, etc.) from your system, click on the button "Recorder Controls". You can control your DV device using the control panel now displayed.

When you are ready click the "Record to VCR" button located below the control to start recording of your footage on DV tape. This process is not shown on the monitor.

We recommend putting a few seconds of empty scene at the beginning of the storyboard. The recorder can then begin recording while the empty scene is being played. This is also recommended for the end of the storyboard – this avoids accidental recording the Bogart SE user interface.

The record-out function works only once all has been completely created (also read item (3): "Create").

(7) The bottom section of the 'Finish' menu allows you to add specific graphics to the film. Any graphic added in this fashion will be seen in the film at all times. It must be a still graphic, not an animation. Alternatively, you can add a time format.

'Use graphic': Tag this option to render a graphic image into the film, or add a time format.

'Import graphic': If you have a graphic images on a CD/, DVD or USB stick for example, insert the medium and press the button to import. Choose the right medium and press OK to get a list of the contents. Select the image and import it.

'Position graphic': The last image you have imported can be freely positioned on the screen. You can also change the size. It is not possible to store multiple images on the system. Images must be stored on an external medium.

'Casablanca Timecode': This adds the timecode of the film. The type of timecode display depends on the settings you made in System Settings - Further Settings.

'Original Timecode': The timecode (recording time) of each scene is shown. This also takes into consideration the type of timecode display.

'Date and Time': This adds the finish time of the film.

'Choose font': This allows you to select a font type and size. You can also import your own fonts and use them for this purpose.

'Position display': You can position the chosen time format. The actual size depends on the chosen font size.

(8) This button opens and closes the DVD tray.

(9) Clicking on the menu symbol brings you directly to the Main menu screen.

'Arabesk' can be found in the 'Finish' menu. The button is only

visible if your system has the DVD Arabesk product installed. Start DVD Arabesk by pressing this button. This part of the software allows you burn projects (the current one and others) to DVD and even add menus.

Note: The DVD Arabesk software has its own manual. Make sure to read about the Arabesk functions there.

4.9 Transition effects



When your project has been completely arranged in the Edit screen, and you are pleased with the results (but with hard cuts between the scenes), then you can apply transition effects. Transition effects are transformations from one scene to the next. In traditional film editing these transitions are known as A/B roll cuts.

You can carry out crossfades, wipe fades, and color fades, but also trick transitions only possible in digital systems. The transition effects are always inserted between two scenes in the storyboard. Some complex transition effects must be created. Creation can be time-consuming, depending on the effect desired. For this reason it is possible to preview the effect in a small window. You can then "batch-render" in the Finish menu (see 5.6, item (3): "Create").

(1) The "Transitions" screen shown above displays the storyboard you are already familiar with. But here, two scenes instead of one are displayed in the center.

You thus see two time displays in the upper panel. You can now move the scenes meant for the transition to the middle. A further difference is the Play button which in this menu only plays the effect with 1 second before and after, and not the entire storyboard. If you have not already inserted an effect, clicking on this button plays the last second of the first scene and the first second of the second scene. This enables you to view hard cuts even between very long scenes.

The slider and the arrow buttons are used in the same way as in the Edit menu.

(2) You can choose the desired transition effect in the effect list by selecting directly or using the slider. A red flag identifies a demo effect, that is played with a superimposed "demo" text.

To purchase and unlock an effect, contact your Dealer.

Note: *In going to print, not all effects were HDV capable and could therefore not be made available in HDV projects.*

The list is already split up once you chose the first effect. The top part contains the effects that you have already used. This is the favourites list and contains the last 10 used effects. This is to help you add frequent effects faster without scrolling through the list too long. Below the division line, you'll find the regular list of effects.

(3) After you have selected an effect that has further options, the effect options are displayed in the field to the right of the effect list. There you can, for example, define colors and effect directions, and other parameters specific to the individual effects.

(4) This button allows you to switch the effect list to single points. The button offers the following three functions. The function "All" shows all transition effects which are to be found in the system. "Default" shows the transition effects, which are integrated in the system and "Optional" only shows the transition effects which have been installed afterwards. If you have installed additional transition effects, they are also shown in this list (underneath the three settings listed above). Thus it is possible just to see only one effect type in the list.

(5) Clicking on the "i" button, you'll get information about the transition effect activated in the effect list. If it is an additional effect, the window "product information" appears, which offers a description of the effect. Is the effect to be found a standard effect, the product information refers to the manual.

(6) You use the "Add" button to apply the selected and defined effect between the scenes in the storyboard middle. The effect symbol then appears between the two scenes with a red flag (must be created). The effect duration corresponds to the duration that was last used. This enables you to insert many effects with the same duration between different scenes. If you select an new transition effect although there already is one between the two scenes, then the new effect replaces the old, without you having to click again on "Add".

(7) A click on the "Remove" button removes the added effect from the storyboard. If you would like to replace the current effect with another, then you can simply select the new effect and it automatically replaces the current effect in the storyboard. In this case you don't have to click on the "Remove" button.

(8) With this button you can set the duration of the effect. This button is enabled after you have inserted an effect between two scenes. The duration then shown is 1 second (assuming that neither of the two scenes lasts less than 1 second). Clicking on this button displays a window in which you use a slider to set the time exactly. Also provided are the dura-

tions 1/2 sec, 1 sec and 2 sec, which you can click directly, or use the slider to set the duration to its maximum limit - the length of the shorter of the 2 scenes used.

An effect between two normal scenes shortens the total storyboard length by the running time of the transition effect. An effect between a normal scene (background) and an Insert scene (foreground) does not shorten the length of the storyboard.

Transition effects may not overlap. For example, if a scene is 5 seconds long then the total duration of the two effects connecting this scene with the previous scene and next scene cannot be longer than 5 seconds. For effects where an insert scene is present, the duration of the insert scene is the maximum limit.

Audio is automatically cross-faded. This means that the audio of the previous scene becomes quieter and the audio of the next scene becomes louder. If a scene's audio is too quiet or too loud, then you should correct the volume when dubbing (audio mix).

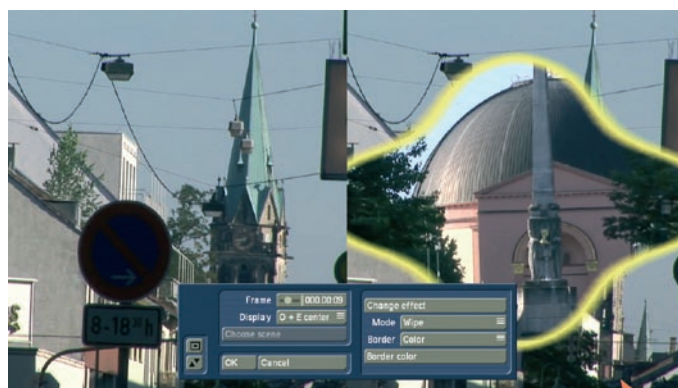
If an insert scene is involved with the effect, the audio is not changed because Inserts do not affect the original audio of the background scene.

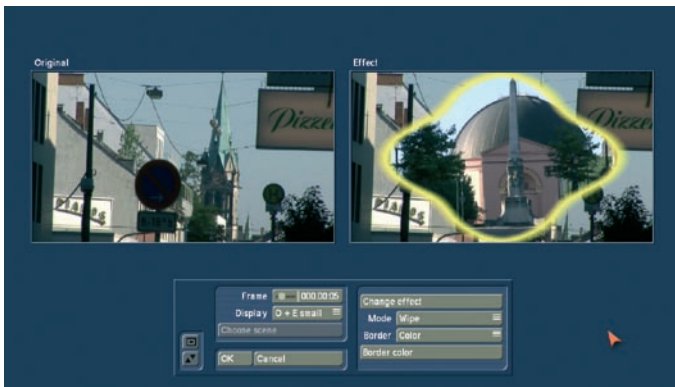
(9) The "Preview" button can only be clicked when the inserted effect is an effect that must be created (indicated with red outline). A screen opens in which the last second of the first scene, the effect, and the first second of the following scene are displayed, so that you can view the transition and perhaps make further corrections (concerning color, direction, time, etc.), before you finally create the transition effect.

The duration of the preview is approximately that of the final version. The preview may be a little "jittery" because it does not work at the normal frame rate. This will not occur in the created effect. For complex effects a certain wait time even for preview may be necessary.

A preview does not require any hard-drive space.

(10) After you have added a transition effect and perhaps defined its duration, you can click on the "Full Size" button and bring up a further preview menu, if your system supports this function. There you see the middle frame of the transition effect. The video image is superimposed by an operating panel in which you can see the effect options (if available) on the right side.





On the left side you see the button "Frame" below the effect name. You can use this button to specify the point in time of the transition effect you want to see.

In this way you can observe the applied effect at any point in time of the scene. The button does not have to be confirmed – you can scroll slowly through this part of the scene and view it at the same time.

The button "Display" below allows you to select from different display modes, which can help you to check an effect more precisely. Depending on the selected effect, it may be useful to change the display mode. "Original" (shows the just selected new scene). The 'Effect' setting allows you to see the scene for the time only relevant to the effect chosen. 'Orig. + Effect' splits the scene display vertically and shows one scene half as the original and the other with the chosen effect. "Compare" halves the image, with the right screen half showing your new scene and the left any scene that you can choose using the "Choose scene" button (below) from the edit bin. The compare function can therefore be used to adapt the colour tone of your scene to an already present scene. "O+E centre", unlike "Orig. + Effect", always compares the centre part of a scene, on the left the original and on the right together with the effect. This comparison type is suitable for effects that appear mostly in the centre of an image. The "O+E small" display type shows you the complete original scene (at transitions, the left scene) smaller in the left preview screen. This display type shows you miniature versions of the scenes. However, remember you can't see fine details in this fashion, as opposed to larger effect previews. It can be very useful for image processing effects, comparing the original and the effect scene with each other. "C centre" has a preview style comparable to "Compare", but in this case, the centre part of the scene is focussed on, as the most important part of the scene is often found in the centre. For example, if you want to apply an image processing effect such as Color Correction in order to adapt that scene's colour tone to other scenes, a comparison in full size is a good solution.

Tip: It is recommended to switch back and forth between the different modes while working on the effects. This way, you can experience the scene in its completeness.

You can also change the effect options to directly compare different colors or directions. Here you'll also get a real-time

preview, too. Therefore the selection of the sliders does not have to be confirmed.

The settings made in this menu are confirmed with "OK" and you are returned to the Edit menu. With "Cancel" you leave the "Full Size" menu without saving any changes.

The arrow button serves to move the menu bar to the upper screen edge.

(11) If the inserted effect shows a symbol outlined in red, then it must be created. When you click on the "Create" button a screen appears in which the course of the effect can be seen as it is created. After the creation is completed the symbol's outline is blue.

(12) If your system supports the function "scene" you can make use of the multi-layer technique. If you want to overlap several transition effects, you at first add one effect between two scenes and create it. Then you create a single scene from the two scenes and the inserted effect. To do this you click on the "Scene" button so that a window appears in which you can select the range for the new scene. The name of the used transition effect appears next to "Name" and is given as default name for the new scene. If desired, you can enter another name by clicking and using the keyboard that appears.

You also see the three options "Effect", "Effect + scene(s)", and "Range". If you only want to convert the effect with the previously set range into a new scene, then click on "Effect". Furthermore, you can choose if a new scene is added to the Scene Bin and/or if it is to replace the Scene + Effect in the Storyboard. Click onto 'Ok' so that the effect is turned into a scene and added as selected above.

You can also let the length of the new scene extend beyond the range of the two previous scenes (with inserted effect). In this case click onto "Effect + scene(s)" and then (once you have selected where it is to be added) onto "OK".

Alternatively, you can create the scene from the entire length of or from a portion of the storyboard. Click onto "Range", select how it is to be added and then confirm with "OK". Use the IN and OUT points (in the now familiar Range menu) to select the range of the new scene. The wave form can help you to do this (section 3.3). The wave form can be displayed/hidden with the loudspeaker symbol.

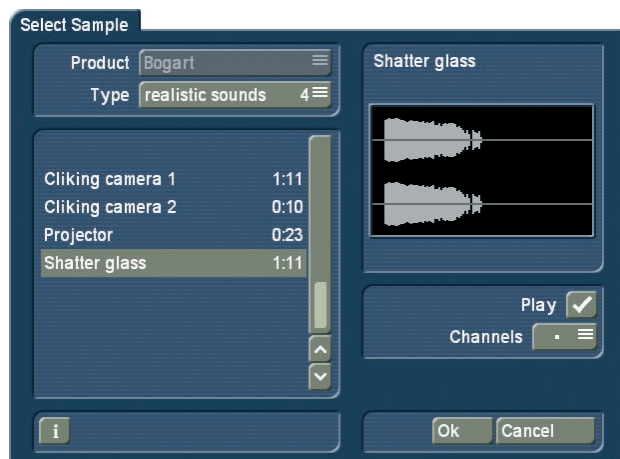
Then click on "OK" in the Range menu and the scene is created and stored in the Edit menu.

Of course, you can also create a separate scene from a portion of the storyboard in which there is no effect. Simply select a point in the storyboard and click on "Scene". In the window that is displayed only the function "Range" is enabled. Specify a range and click on "OK". Then you can view the new scene in the Edit menu.

(13) Here, you can see two buttons that have an effect on sound effects.

Once you have added a Transition Effect between two scenes, you can click onto the Note symbol to add a sound effect. A

window opens up (the "Audio Pool"), containing a pre-selection of various effects on the left side.



On the right, you can see a graphical representation of the effect. The button 'Product' shows you the available products that contain sound effects. The button 'Type' shows you that the sounds are split into three groups: You can choose between the groups: 'Sounds for Fades', 'Realistic Sounds' and 'Synthetic Sounds'.

The button 'Play' is used to play selected sound. The maximum playback time is five seconds, just like the graphical display.

The button below, called 'Channels' allows you to swap the left and right channels around by setting the direction symbol as desired. This may be useful if for example, you wish to change the direction of the wipe effect (e.g. the train the video scene travels from left to right across the screen).

Press 'Ok' after selecting to close the audio pool again.

You will then see a little sound effect symbol just underneath the Transition Effect symbol in the Storyboard.

If you wish to play the effect in this screen before it has been rendered, only the sound itself will play. Once the effect has been rendered, all sounds at this position will be played back. When you enter the "Audio Mix" menu, you will see the sound effect in the first effect track of the Audio Mix menu. If this track was already occupied, maybe partially, the sound will be moved to another track. In this menu, you can additionally edit the sound (move, trim, change volume).

Please note that the sound effects are locked to the Transition Effects. If you remove the Transition Effect, this will also delete the sound effect.

Select the crossed out Note symbol found in the Transition Effect menu and the sound effect shall be split and removed from the Transition Effect.

(14) Clicking on the menu symbols brings you directly to the Edit, Image Processing effects, Titling, and to the Main menu screens.

Keep in mind: If you change a setting for an effect that has already been created, change the duration, or even replace the effect with another, the effect must then be created again. Be careful!

(15) Click onto the button "Opt". This first menu allows you to either automatically apply or delete transitions from the current Storyboard position on.



These functions are particularly interesting for slide shows or still sequences, but they can also be used in normal video projects. Select "Add automatically" to access the menu listing your transition effects.

You will see that these are the standard user interface elements required to add effects to the Storyboard. There's the effect list and the selection for effects shown. Also, there are the effect settings if available for that effect and the effect length. You can mark single effects with a tick or make a multiple selection. These effects are then later used in the Storyboard. Don't forget to apply any settings for your effects. As you can select multiple effects, there's also an option for choosing the mode for applying the effects. Choose "Cyclic" to add the effects one after the other to the Storyboard. Once the last Storyboard is added, the system begins adding the first effect in the list once again. The "Random" mode on the other hand, does what it implies: It adds random effects from your selection to the Storyboard. Remember that in such a case, sometimes the same effect may be used several times. The effect length is set globally for all effects. You can not enter a separate length for each effect. Therefore, all effects added to the Storyboard in this fashion will have the same length, unless the scene length itself prohibits this. After you make the selection and make your settings, click onto OK to confirm. You will be asked once more if you really want to add these effects, as this will place all transitions in the Storyboard from this position on. Any transitions already found in the Storyboard shall be overwritten. Confirm with Yes to add the effects.

Once you have applied effects to the Storyboard, it must be possible to delete these effects in just as easily if you are unhappy with your choice. This is why the menu following the "Opt" click also contains a delete option. Click onto "Remove automatically" and confirm with "Yes".

Tips/Notes:

- The transitions are always added/deleted from the current Storyboard position on.
- You can have more variety by adding effects automatically and then choosing a point in the Storyboard to add one or more effect automatically once more. Any effects already found will be replaced by the new ones.
- If you want to use an effect length longer than the effects allows for, the effect will automatically be shortened. In such cases, you may find that a transition can't be added any more if a scene is already occupied by another effect.
- The effect selection will be abandoned if you switch to another product display.
- Das Einfügen von Effekten mit einer fixen Wiederholung (z.B. 20x Umblättern) ist mit der optionalen PowerKey Hard- und Software möglich.

(16) Loop mode for the preview



Go to "New" and "Special" to find a new button in the edit menu: The Loop mode. You will find the same function in the effect menus. This button opens a small menu that allows you to select an effect for the active scene. at the same time, the scene will be played with the effect parameters so that you can directly see any implications of the changes you make to the parameters. Once the end of the scene is reached, the scene will restart and continue playing in loop mode. As soon as you make any changes of the effect parameters, playback will be stopped and the scene will play from the start again.

You can work fast using the Loop mode. In addition, any effect changes that are only visible if the scene is in motion, can be changed here more comfortably than in the single frame preview, where your changes are applied to a still image.

The transition effects in detail

The following transition effects belong to the basic package on the CD/DVD.

1. 3D Mosaic: The first scene is divided into small squares, the number of which you can set in the effect options under

"Number of Squares" (between 1 and 15). The squares "fly" out of the picture and reveal the second scene.

2. 3D Stripes: The second scene is pushed into the picture in the "Direction" you choose (from top to bottom, or from bottom to top) with from 2 to 30 stripes ("Number of stripes").

3. Bars: The new picture either pushes ("Type" "Push") the old with from 2 to 200 "Bars" out of view or superimposes itself ("Type" "Inset"). Under "Direction" you have a choice of six. Two are interlocked (come from two sides). Recommended duration: 0.5 to 2 seconds.

4. Blue box: With this effect you can remove undesirable elements from a foreground scene and place the remaining motif on another background. (This is also commonly called a "chroma-key" effect) You are probably familiar with this effect, it is used by weather forecasters on television. The speaker actually stands in front of a blue wall and is projected onto the weather map.

The background scene can be any motif. The foreground scene, located in the storyboard directly after the background scene, should show an object (thing or person) in front of a single-colored (blue is very suitable) background. You can choose any color, but avoid using pale colors, black, or white.

With "Color Choice" you can set the largest possible box that defines the color range of the foreground scene to be masked. In case the (blue) surface of the foreground scene (because of illumination) is not completely single-colored, then you can use "Color span" to set the range in percent that the color may deviate from the selected box ("Color choice").

If you click "Include area", the foreground scene appears, but with the help of a box you select here the portion of the background scene to be used for this effect. If you want to see your object in front of the entire background, set the box to be as large as possible.

The "Exclude Area" button specifies the portion of the background that should remain in a single color. If you don't want to use this portion in your video material, then make the box smaller and move it out of the picture.

Keep in mind before calculating to adjust the running time of the effect to the duration of both scenes by using the button "x s". Ideally, both scenes will be the same length.

5. Circle wipe: This effect changes from one scene to another with a circle containing a scene and which becomes steadily larger or smaller. The direction can be chosen with "Mode". "In" means that the second scene overlays the first scene with a circle that begins in the center of the screen and grows outward until only the second scene is visible. With "Out" the first scene is in a circle covering the screen but which then becomes steadily smaller until it disappears, having been replaced by the second scene. The well-known end to cartoon films can be replicated by using the "Black" effect from the "New scene" list and the mode "Out".

6. Color fade: With this effect the first scene fades into a specifiable color and from there fades into the second scene. Such a fade is popular, for example, with edited interviews, where a hard cut or other transition emphasizes the participant's movement. The usual color box is used here to set the "Color". For this effect black or white is the usual choice.

7. Crossfade: This effect is the classical fade. Next to the hard cut, this is certainly the most frequently used type of scene transition. The first scene is transformed gradually into the second, whereby with increasing time the first scene becomes less and less visible and the second more and more. As with all transition effects both scenes remain in movement. Simply freezing a scene is not attractive and is no longer supported by Bogart SE.

8. Double exposure: This effect is the classical double exposure as it has been used in film for the last hundred years, and leads to a very atmospheric picture transition. In essence, it is an extended fade. With "Mode" you can choose between "Crossfade" (normal usage) and "Fade In/Out" (recommended for inserts). The "Fade time" (sum of fade-in and fade-out) can be set for up to 12 seconds. Under "Mix" you can set the proportion of the scenes involved up to 100%. If the control for the mix proportion is set to 0%, then the first scene is shown in full. For 100% you see only the second scene. With 50% both scenes are shown with the same intensity. This is suitable for normal transitions. Don't forget to specify the duration of the effect with the corresponding buttons. You will usually use the "x s" button to set the duration to the maximum so that the transition takes effect throughout the entire double scene. For this case you should trim both scenes to the same length beforehand.

9. Field changer: The scenes in this effect are alternated in half images with each other so that a strobing effect ensues keeping both scenes in movement. This effect can be used for creating 3D PAL videos, if you have suitable footage.

10. Gate: With this effect you can call up the color box with the button "Color" in order to specify which color the gate should have. The gate closes from opposite sides of the screen over the first scene. Under "Direction" you specify whether the opposite sides are top and bottom, or left and right. After the bars have met at screen center, they reverse direction, moving out of the picture and revealing the second scene.

11. Pattern fade: This effect fades the second scene by using the pattern you have selected from the Image Pool. You can choose between "Wipe" and "Split Screen" to achieve the effect you want. In addition, select the color for the border: "None" (no border), "Soft" or "Color".

12. Picture in picture: This is not really a true transition effect. But Bogart SE handles it as an effect because it affects two scenes simultaneously. The first of the two scenes fills the

entire screen in the background. The second scene is inset on it as a reduced image. The position of the small image can be set in the effect options with the button "Location". The buttons "Shadow" and "Frame" are used to set a value from 0-50. The frame color can be set with the color box through the button "Frame Color". Avoid using very strong colors, because this can lead to jaggedness in the upper-right and lower-right corners. For the picture-in-picture effect audio is not cross-faded, as is the case with all other effects, but instead only the audio of the first scene (background video) is used. You can change this default setting by using audio mixing.

13. Random lines: This effect transforms the first scene to the second by continuously covering the first scene with randomly positioned lines from the second scene.

14. Rectangle wipe: This effect changes from one scene to another with a rectangle containing a scene and which becomes steadily larger or smaller. Under "Position" you can set the "Location" and "Size" of a rectangle where the sides increase or decrease in proportion to each other. The direction can be chosen with "Mode". "In" means that the second scene overlays the first scene with a rectangle that begins in the center of the screen and grows outward until only the second scene is visible. With "Out" the first scene is in a rectangle covering the screen but which then becomes steadily smaller until it disappears, having been replaced by the second scene.

15. Scale: Under "Position" you can set the "Location" and "Size" of a rectangle where the sides always increase or decrease in proportion to each other. If you choose the option "Grow" under "Type", the second scene is zoomed into the first scene. The scene is scaled to fit proportionately into the rectangle and increases or decreases in size according to the sides of the rectangle. If you choose the option "Shrink" the opposite occurs. The first scene is in the rectangle covering the screen and gradually becomes smaller until it disappears, having been replaced by the second scene.

16. Stripe fade: This effect changes from one scene to another by dividing the first scene into stripes which are then faded out while the second scene can already be seen in the background. You can specify the number of "Stripes" from 2-32. Under "Mode" you can specify the direction of the stripes (you have the choice between "Horizontal" and "Vertical").

17. ZI Page turn: This effect lets the first scene fold over like a book page, revealing the second scene. You can specify the "Direction", the direction of the "Fixed corners", and the "Quality".

Note: Since this manual was printed, the software version may have been changed. The standard effects in your system may vary from the ones listed here.

4.10 Image Processing effects



Apart from transition effects there are also the Image Processing effects.

In contrast to transition effects, Image Processing effects are applied to entire scenes or segments of the storyboard. You can make a part of your video brighter or invert it, or convert it into a charcoal drawing or relief. These are sometimes referred to as "filters" in old analog editing systems. In the same way, for example, as a yellow filter on a camera lens modifies the color of pictures taken, an Image Processing effect is applied to a particular segment of the storyboard.

In the Image Processing effects screen only one scene is selected. The selected scene represents the approximate range for the intended effect. You can process just one image, or an entire scene, or in the extreme case the entire storyboard.

(1) The long-term effects menu displays the familiar storyboard. You now bring the scene (to which you would like to add effect) into the center of the storyboard. A difference to the storyboard from the "Edit" menu is the Play button. In the Image Processing effects screen the Play button does not play the entire storyboard, only the selected scene in the center. If an effect has been added, then the length of the entire effect is played.

(2) You can select an effect in the effect list. Either click on the effect directly so that it is highlighted by the dark-gray bar, or use the slider or arrow buttons in order to move the desired effect to the correct position. If you do use the slider, then after selecting the effect you must press the left trackball button so that the light-blue bar again changes to dark-blue.

Note: In going to print, not all effects were HDV capable and could therefore not be made available in HDV projects.

(3) After you have chosen an effect that is available with further options, the corresponding effect options are displayed in the field to the right next to the effect list. There you can define, for example, the colors and intensity of the effect.

(4) This button allows you to switch the effect list to single points. The button offers the following three functions.

The function "All" shows all image processing effects, which are to be found in the system. "Default" shows the image processing effects, which are integrated in the system, and "Optional" only shows the image processing effects, which have been installed afterwards.

If you have installed additional image processing effects, they are also shown in this list (underneath the three settings listed above). Thus it is possible just to see only one image processing effect type in the list.

(5) Clicking on the "i" button, you'll get information about the image processing effect activated in the effect list. If it is an additional effect, the window "product information" opens, which offers a description of the effect. Is the effect to be found a standard effect, the product information refers to the manual.

(6) With the "Add" button you can apply the selected and configured effect to the scene located in the center. The effect symbol appears in the scene outlined in red. If you select a new long-term effect even though there is already one in the scene, the new effect replaces the old, without you having to click again on "Add". The length of the newly inserted effect corresponds at first to the length of the actual scene, but can be changed with the button located to the above-left (item(8)).

(7) A click on the "Remove" button removes the inserted effect from the storyboard. If you want to replace the current effect with another, simply select the new effect and it will replace the one in the storyboard. In this case you don't have to click on the "Remove" button.

(8) After you have inserted a scene the scene length is displayed in this button (and thus the maximum length of the effect). Click this button so that the "Specify Range" menu opens and you are given four selection options. You can let the effect run "1 sec at beginning", "1 sec at end", over the "complete scene", or over a specifiable "Range". Choosing the function "Range" opens a Trim menu, similar to "Trim" from the "Edit" menu, in which you can set the applicable range for the effect. The effect will begin at the In point (first frame of the scene), and end at the Out point (the last frame). Some segments of the storyboard cannot be selected. The reason is that other effects are already defined. Overlapping between long-term effects and titling is not possible. (However, you can do this by using the Special function in the Edit screen to create new scenes with included IP effects.) You can also choose between the "Trim" and "Position" functions here as well. For further information, please refer to the notes regarding "Insert" (Chapter 4.5, Point (12))

When you have set the range of your choice, return to the "Image Processing" screen (click on the right button). If you have extended the effect to other scenes, then you will also see the effect symbol in these scenes. (By choosing the option "complete scene" you can remove the selected effect from the other scenes.) The range that you just set is displayed in this button.

(9) Clicking on the "Preview" button opens a small screen in which the video plus the effect runs. In this way you can judge and perhaps make corrections (for color, intensity, time, etc.) to the effect before creating it.

The running time of the preview will correspond approximately to the time of the calculated effect. The preview may be a little "jittery", because it does not run at the normal frame rate. This will not occur in the created effect. A preview requires no space on the hard-drive.

(10) After you have inserted an Image Processing effect and perhaps specified its range, you can click on "Full Size" (if your system is provided with this function) to bring up an additional menu. In the background you see the middle frame of the entire segment for the inserted Image Processing effect (if the effect is applied on the entire scene, then you will see the middle frame of the video scene).

An operating panel with effect options (to the right, if there are any for the selected effect), overlays the video.

The button below "display" gives the choice between different display modes to help you assess the effect in the best possible way. Depending on the selected effect, it may be useful to change the display mode. "Original" (shows the just selected new scene). "Compare" halves the image, with the right screen half showing your new scene and the left any scene that you can choose using the "Choose scene" button (below) from the edit bin. The compare function can therefore be used to adapt the colour tone of your scene to an already present scene.

"O+E centre", unlike "Orig. + Effect", always compares the centre part of a scene, on the left the original and on the right together with the effect. This comparison type is suitable for effects that appear mostly in the centre of an image.

The "O+E small" display type shows you the complete original scene compared to the effect. Both scenes are smaller previews. However, remember you can't see fine details in this fashion, as opposed to larger effect previews. It can be very useful for image processing effects, comparing the original and the effect scene with each other.

"C centre" has a preview style comparable to "Compare", but in this case, the centre part of the scene is focussed on, as the most important part of the scene is often found in the centre. For example, if you want to apply an image processing effect such as Color Correction in order to adapt that scene's colour tone to other scenes, a comparison in full size is a good solution.

"C small" = If however, you are fine working with a smaller preview, you can switch it to small. This simply allows you to compare the scene with the effect as a whole, yet in smaller preview screens.

Tip: It is recommended to switch back and forth between the different modes while working on the effects. This way, you can experience the scene in its completeness.

Above the function "Display" you see the "Frame" slider with which you can set the point in time of the long-term effect that

you want to view. In this way you can view the inserted effect at any point in time of the scene. The button does not have to be confirmed, so that you can scroll slowly through the scene and view the effect at the same time.

Of course, you can change the effect options as you wish and thus have the possibility of directly comparing various colors and directions.

The effect options can be set directly in this window, while watching a real-time preview. The selection of the sliders does not have to be confirmed.

The effect options set in this menu are accepted with "OK" and you are returned to the Edit menu. With "Cancel" you exit the "Full Size" menu without changes.

The arrow button serves to move the Single-image menu to the upper screen edge.

(11) When you click on the "Create" button a window appears in which the effect can be viewed as it is created. After completed calculation the outline of the effect symbol is blue. When you calculate an effect Bogart SE reads all individual images from the scene in question and applies the effect to it. The result is stored on the hard drive. This procedure takes time and consumes hard-drive capacity.

When recording data you should always leave a small amount of hard drive capacity in reserve. Depending on how often effects are used, this should be between 2% and 10% of the video playing time.

Although it is theoretically possible to apply an effect to the entire video material, it is usually not meaningful to apply a general color or brightness correction to all the footage. This would require extensive hard-drive capacity and would take a long time to be calculated. It is better to make such corrections when recording from the video input device using the sliders in the "Video settings" screen.

(12) If the "Scene" button is available on your system, you can make use of the Multi-layer technique.

If you would like to overlay several long-term effects, you at first insert an effect into a scene and create it. Then you convert the scene with the inserted effect into a separate scene. To do this click on the button "Scene". A window appears in which you can select the range for the new scene. The name of the effect applied appears under "Name" as default name for the new scene. You can change this name by clicking on it and calling up the keyboard.

You also have the three options "Effect", "Effect + Scene(s)", and "Range". In order to make a new scene just from the effect with the previously set range, click on "Effect". Furthermore, you can choose if a new scene is added to the Scene Bin and/or if it is to replace the Scene + Effect in the Storyboard. Click onto 'OK' so that the effect is turned into a scene and added as selected above.

You can also adjust the length of the new scene to the range of the previous scene (with inserted effect). In this case click on "Effect + Scene(s)" and then - once you have selected where it is added - on 'OK'. The new scene is created and ap-

pears in the scene bin.

Alternatively, you can create the new scene from the entire length or a segment of the storyboard. Click on "Range", select how it is added and then confirm with "OK", and use the IN and OUT points in the familiar Range menu to select the range containing the new scene. The wave form can be of help (section 3.2) and can be toggled on/off with the loudspeaker symbol.

Then click in the Range menu on "OK" and the scene is created and put into the Edit menu in the Scene Bin.

Of course, you can create a separate scene from a storyboard segment in which there is no effect.

Simply select a scene in the storyboard and click on "Scene". In the window displayed only the function "Range" is active. Specify a new range and click on "OK". Now you can view the new scene in the Edit menu.

The multi-layering technique for Image Processing effects can also be applied by using the Edit menu to activate a scene in the scene bin and then clicking the "Special" button. All Image Processing effects are listed there. The effect you select is not applied into the storyboard. Instead a copy is made of the active scene in the scene bin with the Image Processing effect added to it. The copy is then identified with the extension "SP", "SP 2", etc., as the case may be. You can carry out this procedure any number of times. (See section 5.5 Editing, item (19))

(13) Clicking on the menu symbols brings you directly to the Edit, Transition effects, Titling, and to the Main menu screens.

Keep in mind: If you change a setting for an effect that has already been calculated, or change the duration, or even replace the effect with another, the effect must then be re-created. Be careful!

(14) The Loop mode is basically similar to the one feature in the Transitions menu. You can read more about this in chapter 4.7 Transition effects, point (16).

The Image Processing effects in detail

The following Image Processing effects are available in the standard package:

1. Binarizer: The scene is divided into two colors according to brightness. With "Color 0" you bring up the color box in which you select a color that replaces the darker areas. "Color 1" replaces the brighter areas. The "Threshold" of the transition from light to dark can be set from 0-100%. And you can set "Transition" between the two colors from 0-100% in order to prevent "edge shimmer".

2. Color depth: A very frequently seen effect can be achieved with this. The number of colors in the picture is reduced. The "Depth" can be set from 2-50. The "Transition" can be set from 0-100% in order to prevent "edge shimmer".

Tip: Up to 16 million different shades of color can appear in a video image. This allows fluid transitions. For each color component (there are a total of three color components) there are about 256 possible levels.

3. Color to Grey: Usually the video material is in color. This effect can convert the video to black-and-white. If you want to convert long segments, or perhaps even the entire video to black-and-white, then you can set the color saturation in the Video settings menu to 0% when initially recording the material. This might save you long calculation times.

4. Control Color: With this effect you can correct the colors "Red", "Green", and "Blue" in the scene (later adjustment). You can set the color from 0-200%, where 100% corresponds to the regular color.

5. Control Image: With this effect you can change "Brightness", "Contrast", "Saturation", and "Gamma".

6. CVBS filter: This effect can be used to reduce edge shimmer which sometimes arises when using an CVBS (RCA) connection. This shimmer can appear at very fine, high-contrast edges arises to a much lesser extent or not at all when using a S-Video connection. Using the filter causes a weak blurring of the image. The filter should therefore only be used when absolutely necessary.

You can set the "Strength" from 1-3.

Tip: With a CVBS connection the signals for brightness and color, which are normally separate, are mixed. This causes considerable loss in the video bandwidth, especially for color. The "CVBS filter" reduces the video bandwidth and thus reduces the extent of the undesired effect described above.

7. Doubler: This effect blurs the scene by overlaying the image with itself so that a light colored shadow appears.

8. Dynamic range: This effect is used to limit the extent of brightness and contrast. This makes possible interesting estrangement effects. Experiment a little with the settings! The preview offers a good approximation so that you don't have to make time-intensive calculations. All image information is retained under "Type". "Clip". The controls "Min" and "Max" are used to change brightness and contrast. Under "Compress", however, image information is lost for areas brighter than maximum or darker than minimum, which are set to maximum or minimum, respectively. You lose the details in the bright and dark areas. Other areas are unaffected.

9. Fade in: This effect helps you to fade in the scene, e.g. at the beginning of your film. Choose the desired color with the effect options and see how the color becomes less and less dominant until the scene is completely revealed and the color no longer visible. This effect fades in only the picture material, not the audio!

10. Fade out: This effect helps you to fade out the scene, e.g. at the end of your film. Use the "Color" option to select the desired color to which the scene is faded. At first, the effect overlays your scene very lightly with the color so that the scene is still clearly visible. In the course of the effect the color becomes more and more dominant until the scene is completely overlaid and no longer visible. This effect fades out only the picture material, not the audio!

11. Flip: This effect flips the scene. If you set the "Direction" to "Horizontal", then you see the scene with the left and right halves exchanged. If you set "Vertical", then the scene is seen upside-down. The setting "Horizontal + Vertical" combines these two effects.

12. Movie mode: This effect is used to turn 50i format scenes (interlace) into progressive 25p format footage. In this fashion, movement is made to simulate the typical cinematic look from the movies. The effect creates 25 different frames rather than 50 fields.

13. LineArt: With this effect the video is turned into a sort of moving charcoal drawing. All edges and sharp contours look like they have been redrawn with a charcoal pencil on a piece of white paper. The "Contrast" control is used to set the blackness of the lines from 1-8 depending on the contrast of the original scene.

14. Mirror: A scene is mirrored. Under "Type" the following directions can be given: "Horizontal Left-Left", "Horizontal Right-Right", "Vertical Top-Top", and "Vertical Bottom-Bottom". You also have the possibility to mirror the two upper or the two lower image halves, whereby you can also specify which image half (left or right) should be mirrored.

15. Mosaic: With this effect you make a mosaic out of your scene. The scene is divided up into individual squares that become larger. You specify the "Size" of the squares from 2-200. You specify the beginning and end points for the effect within the scene with the "In" and "Out" points. Time can be up to 10 seconds.

16. Negative: This is the negative effect known from photography. It is often used for special effects, but also has a practical application. With the macro function of some video cameras it is possible to film a slide or a negative in full-screen format. The Negative effect can then be used to create a positive image for use in the video.

For this effect you also have (under "Type") the choice between "Brightness" and "Brightness + Color". There is an interesting effect for example, if you invert the "Brightness". The video seems like a negative, but the colors are correct.

17. NOP: You can ignore this effect. It is listed in the regular effect list but doesn't do anything. This function causes no change to your video material but is used by MacroSystem

technicians to help find software and hardware errors so that we can help you with problems by telephone. NOP is an abbreviation for "No OPeration".

18. Out of focus: With this effect you can make a scene appear blurred. You can set the blur "Intensity" from 2-20. Under "In" and "Out" you set the start and end points of the effect (up to 12 seconds).

19. Panorama Zoom: This effect converts footage to a different format. For example: 4:3 video footage is converted to work on a 16:9 monitor and vice versa. A special, non-linear scaling method usually helps to avoid the black bars on the screen edges.

The option 'Conversion' is for selecting the format of your source footage that does not match the project.

Depending on the project format (the setting you made in the Project Settings in Format 16:9 or 4:3), you can now choose the corresponding setting. The slider for 'Distribution' determines the strength of the scaling (values range from -20% to +20%).

20. Rectangle: A rectangle is inserted into your video. You can set the "Position/Size" and the "Color".

21. Relief: The video image is transformed into a sort of 3-dimensional relief. It looks as if it has been chiseled in stone – a single gray tone with light and shadow at the edges. Edges appear where the original has strongly contrasting edges. The button "Direction" can be used to change the illumination source in order to obtain different effects. The arrow shows the direction in which the light shines from.

22. Sharpen: Sometimes you may want to improve a blurred segment of a scene (e.g. old archive material). The degree of sharpness can be set from 1-8 with the "Strength" control. The preview does not do full justice to the result, so you should experiment beforehand with a shortened version (Edit/Copy, Trim) of the scene you would like to correct.

23. Solarize: The video is strongly altered with this effect. The original colors are ignored and new colors are created that are dependent on the brightness. Black is replaced by blue, gray values are converted to orange, yellow, green, cyan, and even blue where the very brightest image areas were. You can sometimes see similar images in TV science programs or in crime movies as so-called "heat images". Hard transitions may lead to shimmering edges, especially for VHS or when using the CVBS connection.

The effect "CVBS filter" can be used to alleviate this (before or after.)

You can set the "Saturation" from 0-100%. The higher the percent number, the more color the image has. For 0% you have a black-and-white picture.

Tip: False colors are frequently used in science to highlight small differences in brightness for the human eye. The human

eye can distinguish only about 100 different levels of brightness, but about 100,000 different colors.

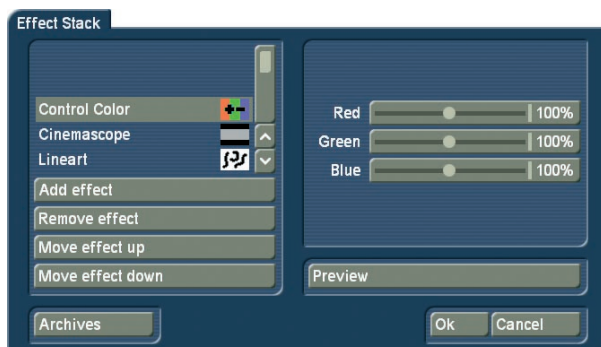
24. Spread: Here you create a "shimmering" image. This is achieved by distributing the pixels within a circle (which you set with "Step" 1-10) containing the original pixel.

25. White balance: In case recording has led to erroneous white matching resulting in white and gray surfaces that look wrong but the color is OK, you can specify the location and size of a rectangle with the button "Reference Color". Then the color fault within the rectangle is averaged and the deviations in the entire image are canceled out. Note that only light color faults can be improved. You can turn a red surface into a gray one, but the effects on the rest of the image are extreme (color distortion). In the case that there is no colorless surface in the image, then a color correction can only be done with the effect "Control Color".

26. Zoom: A defined image area can be zoomed in. Under "Position" you give the location and size of the rectangle area. Under "Zoom In" and "Zoom Out" you specify the start and end time of the effect (up to 12 seconds).

Note: Increasing the zoom during editing does not fully replace an optical zoom found in the camera. Digital zooming during editing always results in quality loss.

27. Effect stack: This effect allows you to bundle as many effects as you wish and apply them to a scene in one go. To use it, access the settings for this effect.



In the screenshot above, you can see the effect list in the top left. Underneath, the following options:

‘Add effect’: Choose effects from the image processing effect list to be added to the stack.

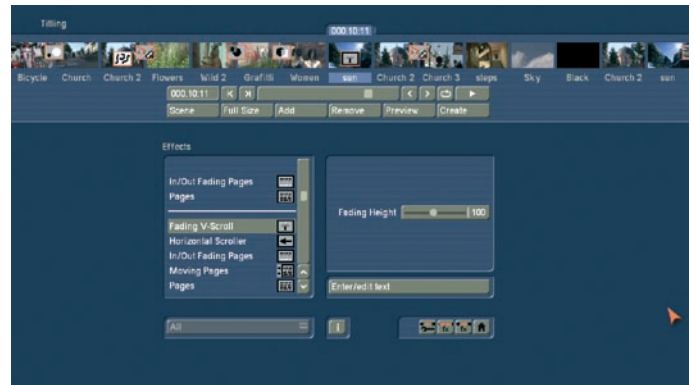
‘Remove effect’: Removes an effect from the stack.

‘Effect to the top’: Moves the currently selected effect to the top of the stack.

‘Effect to the bottom’: Moves the currently selected effect to the bottom of the stack.

Moving effects within the stack makes sense as the effects are applied in the order going from top to bottom. This way, each effect is influenced by the previous effect. The order of effects may therefore be crucial. Use the preview button to check the result before rendering.

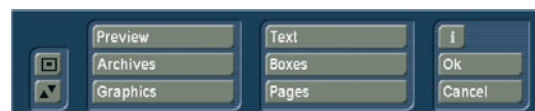
4.11 Titling



Titling functions much the same as if it were an Image Processing effect. Titling is actually done as a picture-editing effect. Instead of a "filter", digital text is added to your video.

Titling has two menus. The settings in the "Titling" menu correspond closely to those of the image processing effects menu. You can read the corresponding description there for information about functions such as Insert, Delete, Range, Preview, Single image, Calculate, and Scene.

After you have selected a desired title effect, and perhaps set further Options in the field to the right of the effect list, you must first add the effect into the storyboard. You can then enter the Titler menu by clicking on the button "Enter/edit Text" below the effect options.



(1) In the background you see the first frame of your video scene. This full frame display serves as orientation for adding text. This lets you immediately see how the text looks overlaid on the particular scene you are editing. At the vertical or horizontal edge of the window you may see - according to effect - a scroll bar, with which you can scroll through the text box. If text boxes are already present in the video image, then you can use this menu to enter text with the help of an external keyboard.

(2) If you click on the button "Text", you will continue to see the first image of your scene. There is a task bar in the foreground. This task bar provides you with several components that are described in the following:

- With the keyboard you can enter the text of your choice. It is also possible to connect an external keyboard (e.g. PowerKey option) to enter the text. Any adjustments you make to the settings will automatically be applied to the next line of text entry. If you want, you can enter the text later, but it is recommended that you enter some letters now in order to better judge the results later.

If you would like to format every line with its own settings (e.g. font, size, color), then click on the newline key after every

line you enter and then specify the desired format. Separate formatting for individual words or letters in the same line is not possible.

- A click on the button "Font" opens a window in which you have a choice of fonts and many type sizes (10-500 points).



The font can be selected by clicking on its name or with the slider, as you already know from the effect list.

In the list you may also see various symbols next to the fonts. Most of the supplied fonts are marked with an "A" (this font contains all the usual Western European characters).

A font marked with a happy face (there is one supplied in the standard package) contains pictures and/or symbols instead of letters and punctuation. Fonts marked with an "A+" also contain Eastern European characters. These fonts can be purchased separately.

Fonts marked with an "A-" are not always complete or deviate from the norm. These fonts are not sold, but can be obtained free of charge in appropriate instances.

Note: The Carolann font supplied with the standard package has two different forms for "s", in addition to "ß". The "s" key on the keyboard is the more frequently used long "s", that is something like an "f" without the horizontal stroke. The small, round "s" is mapped to the "#" key. Font size is specified with the slider. The font and size are displayed with the text "MacroSystem".

You can also use your own fonts, in addition to the installed font packages. Bogart SE supports TrueType fonts only.



Press the 'Import font(s)' button. The menu scans any connected or inserted media that may contain font data. When finished, you will see a list of available fonts. Select a font to see a preview. The Multi Select function allows you to choose multiple fonts to import. The number of fonts that can be imported is limited to 100. Once you have tagged all the desired fonts, press OK. Once imported, the fonts are added to your font list. The font appears in the list with the font name and an 'xA' symbol.

If you have installed too many fonts, you can delete unwanted fonts. Press 'Delete font(s)', tag any unwanted fonts and press OK to delete.

- A click onto the "Style" button opens another screen. Here, you can see a preview to the right displaying a smaller version of your video. The text part and background are related to the position of the text cursor. If you have not yet entered text, the system displays some other letters.

In the top left corner, decide which pattern is to be used for the text. Press "Color" for the color box or "Pattern" to open the "Select pattern" screen. In this screen you can select a pattern of your choice, just as described in section 3.2 under "Image pool". The mode (positive/negative) and alpha value can also be specified. Clicking on "OK" in "Select pattern" confirms your settings and you are returned to the "Style" menu.



Now you can see the "Outline" button. With the aid of the slider next to it, define the strength of the outline with values between 0 (not active) and 6 (strong). The "Color/Pattern" button leads you to the image pool, in which you can decide if the outline is to consist of a pattern or color.

In the box beneath, you should see the "Shadow" button. Use it to determine a width between even values of 0 to 20.

The "Direction" and "Color" of the shadow can now also be determined.

The slider for "Blur" allows you to change the outline of the shadow to a blur type effects and thus make it look more realistic.

In the right area of the screen, you can see the function "Italic". You can activate it by selecting the empty box next to it. The button "Smooth" is used to apply a slightly smeared look to the text. It also may help to weaken any unwanted artefacts resulting from video compression.

Underneath, you can see the "3D" option. The strength of the three-dimensional effect can be set with even values between 0 and 20 by moving the slider. The effect makes the letter look as if they had a certain depth. If you use higher values, make sure to set a character space of around 120% so that the 3D effect does not interfere with the letters themselves.

The "direction" can be set to four different possibilities. The arrow pointing towards the left top direction is recommended. The structure of the effect can be set using the "Color/Pattern" button. It is recommended to use a tone similar to the text color, yet with brightness between this and the background color's.

Below left, in the "Style" screen, you can see the "Archives" button. The Archives allow you to save the styles you have created. You will also find some examples of styles in the archives. The Style screen can be closed by pressing the "OK" button (meaning that you confirm the settings made) or by pressing "Cancel".

- Clicking in the text entry operation panel on the "Line" button opens a window in which the functions "Character width", "Character space", "Alignment", "Line space" and "Delete active line" are listed.

You can see that the settings of the buttons with percent values lie between 50% and 200%, whereby 100% corresponds to the default setting.

In the Enter/edit text screen, click anywhere in the line of text to be edited. Then select the button "Line" and under "Character width" enter the desired percent. Click on "OK" to observe the result. The letters have become wider (> 100%) or narrower (< 100%), depending on the percent given, and the entire line has become either longer or shorter.

The individual words in a line cannot be formatted separately.

The settings apply only to the entire line.

The function "Character space" increases or decreases the space between the letters. In the Enter/edit text screen, click anywhere in the line of text to be edited and select the button "Line". Use the "Character space" slider to enter the desired percent of the distance.

The line is stretched (> 100%) or narrowed (< 100%), depending on the percent value given.

The individual words in a line cannot be formatted separately.

The settings apply only to the entire line.

Under the selection button "Alignment" you can specify whether the line should be formatted "left", "centered" or "right".

With the function "Line space" you can specify the distance between the selected line and the line below it. In the Enter/edit text screen, click on the line that lies above the line to be

changed. Now select "Line" and under "Line space" change the default value (=100%) to another value.

If your percent number is smaller, then the line below moves closer to the selected line. If your percent number is larger, then the line slides farther away toward the bottom from the selected line. The lines below the moved line are moved along with it, but keep their respective distances.

You can also make several settings together in the "Line" window before clicking on "OK". Note that the settings always apply to the line selected beforehand!

The percent values you have set are retained. You can view the settings and changes for the line you have selected by activating the "Line" window. Here you can also modify the percent values.

(If you have made changes but still see the default values of 100% in the "Line" screen, then you have selected the wrong line before clicking on "Line".)

Clicking on "Delete active line" causes the line containing the position marker to be deleted. The window disappears.



The switch Import (CD symbol with an arrow) allows you to import texts written on a computer for titling (for instance, a text from an email with a customer's preferred credits text). This saves work and prevents typos. The system supports the standard text formats 'ASCII' and 'UNICODE'.

When saving a text in a word processing package, make sure to save it as such. In order to make sure that even unusual characters are imported correctly (such as the Euro symbol), we recommend that you use the UNICODE format too.

If you wish to import a PC text, note that only the pure text is actually loaded, not the settings such as font type, size, style etc. Such settings (like the text format) must be made in Bogart SE after importing.

Before starting, make sure that you have inserted the correct medium (CD/DVD) or connected the right device (USB stick, Fire wire hard-drive).

Click onto the symbol button. Now you can select the source for the text you wish to import. Choose either the CD/DVD, the external drive or the USB stick (for this, you require the Card Drive software). Following this, the texts on the source medium will be displayed and you can now choose the text for the import.

With the buttons on the left in the menu "Text" you can reduce the task bar to these buttons or move it to the opposite screen edge. With the "TE" button you return to the titler menu.

- (3) Clicking on the button "Boxes" calls up an additional task bar, with which you can create and edit text boxes.



• To the above left you at first see the label “Box 1/1”. You see the display “Box 1/2” after you have added a text box. After adding still another text box “Box 1/3” is displayed, and so on. With the help of the right arrow key you can move forward through the boxes. The left arrow key is used to display the previous box.

Note: You can toggle between the text boxes by clicking directly on the corresponding spot in the preview screen. The box is then marked with a broken line.

• Use the button “Add” to put an additional text box onto the video image. When you click the button a dashed box appears in the upper left corner of the video image. You now use the trackball to position the box. After the upper left corner of the box has reached the desired position, confirm by clicking the left trackball button. Rolling the trackball now determines the size of the box. Clicking on the left trackball button again confirms the setting.

You can define any number of text boxes. The last text box to be added is indicated with a dashed frame. When a text panel is hidden by others you can make it visible either by resizing or moving the overlying panel, or by clicking repeatedly the TAB key on the keyboard (to the left of the letter q) until the text panel you want appears.

Note: Please note that after calculation the text boxes are ordered in the same sequence as they were created. The sequence that you used to place the boxes on top of each other is irrelevant for the calculation!

• Clicking on “Delete” causes the active (outlined) panel to be deleted. The previously inserted panel now becomes the active panel.

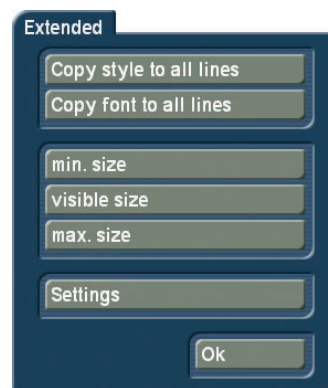
• Both the coordinates and the size of the currently active text box are displayed at the lower left edge of the task bar.

• With “Move” you can change the position of the active text box. You drag it with the trackball and confirm the new position with the left trackball button. Alternatively, you can position the trackball cursor on the upper left corner of the text box so that a symbol (four spearheads) appears. Then click on the left trackball key so that the task bar is hidden and you can move the selected text box. After you have reached the desired position, click again on the left trackball key.

• After clicking “Size” you use the trackball to resize the panel at the upper and right edges and fix the new size by clicking on the left trackball button. Alternatively, you can change the box size by clicking directly. Point the screen cursor to the upper or lower edge so that an arrow symbol appears, click on the left trackball key and drag the edge up or down by rolling the trackball. Moving the left or right edge functions in the same way.

If you point the cursor to the lower right edge, a diagonal arrow symbol appears. Click on the left trackball key and then roll the trackball to change box height and width simultaneously.

• Clicking on the button “Extended” calls up a display in which you have several options:



- The function “Copy style to all lines” offers the possibility to copy the settings made in the window “Style” from one single line to all other lines on this page. Before you call up the window “Extended” again, mark the line (place the cursor in this line) which contains the style you want to copy. After selecting “Style for all lines”, the settings will be copied.

Similarly to the function mentioned above, you can copy the font of one line to the other lines by clicking on “Copy font to all lines”. Mark the line which contains the desired font and choose the function “Copy font to all lines”.

Selecting the “min. Size” button reduces the text panel to a minimum, meaning that a narrow border encloses the text inside.

Clicking onto “Visible Size” sets the text panel to a size visible on a television set.

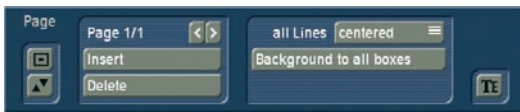
If you click on the button “max. size” the active box enlarges beyond the screen edge. This function is helpful, for example, if you would like to fill the box background with a transparent color or pattern.

Clicking on the button “Settings” causes a display to appear in which you can set “Grid” and “Border”.

The “Grid” slider allows you to set the size of the invisible grid. The box edges are aligned with this grid so that positioning is easier. With the “Border” slider you set the distance of the text box to the screen edge.

It is also possible to move the text box using the cursor keys of an external keyboard.

(4) After clicking on the button "Pages" a new task bar appears in which you can create and edit pages.



- There you see at the above left (according to the effect) the label "Page 1/1". After you have added a page (see below) you see the label "Page 1/2". After an additionally added page "Page 1/3" appears, etc.

With the help of the right arrow you can move forward through the pages. The left arrow displays the previous page.

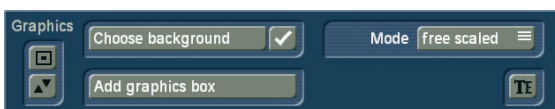
- By pressing the "Insert" button, you can insert a new text page. Inserting a new page prompts Bogart SE to question if the page is to be inserted before or after the current (first) page. All pages will automatically be added after the chosen page. A page can only be inserted (added) if it contains text.

- Pressing "Delete" deletes the current page and you will see the next available page on the screen. If you have deleted the last available page, the previous page will be seen.

- The selection button "All lines" offers three possibilities: "Top", "Centered" and "Bottom". With these options, you can select the vertical position of the text lines of all text panels on the current page.

- The button "Background to all boxes" copies the background of the current box to all other panels on this page. The button has no effect if you are working with just one box.

(5) Clicking on the button "Graphics" causes an additional task bar to appear.



- At first you can decide whether your text box should be provided with a background. Next to the function "Choose background" there is a checkbox. If you see a checkmark in the checkbox then the background for the active text box is transparent. If you activate the checkbox so that a checkmark appears, then the active text box is filled with a background.

- In order to specify the box background, click on the button "Choose background". This opens the image pool. There you can specify the desired pattern or color - also with transparency percentage.

- A click on the button "Add graphics box" opens the image pool, in which you can select a graphic (Product: Bogart SE,

Type: Images). After clicking on "Ok" you can position the box in the desired size on the screen.

- The selection button "Mode" provides you with several possibilities to render the box background and the graphic in the text box.

The option "free scaled" means that the pattern/graphic is adjusted to the size of the text box. Under some conditions the proportions may be distorted.

The option "fix scaled" uses the original proportions of the pattern/graphic, meaning that adjustment is made in reference to one edge of the box. This may result in black streaks at the edge of the text box. With the option "Original" you use the pattern/graphic in original size. This means that for a small text box only a part of the pattern can be seen. A large text box is then not completely filled with the pattern.

The option "tile" fills the entire text box with the selected graphic. If you have selected a normal large pattern, then you will see no difference to the option "Original". If the graphic is smaller than the text box, then it is set in original size tiled behind each other, so that the entire box is filled with one and the same graphic.

(6) The "Preview" button can be used to (if you have already added a title effect to the storyboard) see a preview of the effect you have selected. If you have not yet added an effect, the trackball pointer will display a little cross when trying to press "Preview".

(7) A click on "Archive" opens a field displaying four buttons: "Load", "Save", "Delete", and "Cancel".

Clicking on "Load" displays a list of the previously saved titles. In this list you select a title, either directly or with the slider, and confirm ("OK"). Clicking on "Save" displays the same list. Now you have two possibilities:

1. You can click the gray rectangle below the list so that the keyboard is displayed and you can assign a name to the previously created title, followed by clicking on "OK" within the keyboard and in the text archive field.
2. You can select a title from the list and then click on the gray line which now contains the name of the selected effect. Within the keyboard field you now overwrite this name with another of your choice. The difference to the first possibility is that you overwrite not only the name, but also the archived title, which is then irrevocably lost. Alternatively, you can select a title without clicking on the yellow line. If you then confirm with "OK", the selected title is replaced by the previously created title, but retains its name. With the help of archiving you can save your frequently used standard text independently of projects and reuse them at any time.

If you click on "Delete", a list of saved titles is displayed in which you can now select the title to be deleted and confirm with "OK".

A click on "Cancel" closes the menu without accepting any settings.

(8) A click on the „i” button displays information on the selected title effect, the length of the effect (in the case that you have already placed it in the storyboard), and whether you have applied the typefaces installed only in the demo version to your text boxes.

If, while experimenting, you have been using a demo font and are now unsure where to find it (a space is sufficient), use the button Panel / Extended / Font for all lines to determine a common, active font.

(9) With the "OK" button you confirm again all settings made and are returned to the "Titling" menu.

(10) With "Cancel" you exit the Text-entry menu without accepting any settings made for the "Titling" menu.

In the "Titling" menu you can then insert the title effect and calculate it, or set the range beforehand, as is done with the "Image processing" effects screen.

The title effects in detail

The title effects can be selected in the effect list. This list contains several effect options. For many of them additional attributes can be modified, as will be shown in the following:

1. Fading V-Scroll: The text scrolls from the bottom to the top through the picture. The scroll speed depends on the scene length and the text length (the text scrolls fast enough so that it moves entirely over the screen within the duration of the scene). The title enters the screen in a transparent state, becomes clear (solid) in the center of the screen, and again more and more transparent as it scrolls out of view. You can set the height "Fading height" of this fade-in and fade-out from 10-200 pixels.

2. Horizontal Scroller: The text moves across the screen from right to left at the bottom of the screen. In the Text-entry menu you can enter as many letters as you wish for the text. There is a slider below the video you can use to move the text further.

3. In/out fading pages: All pages are faded in and out in sequence. The "Fade" indicates when the title should be faded in (up to 12 seconds) and the "Pause" indicates the duration between two pages.

4. Moving pages: The direction in which the title is scrolled (over one or more pages) into ("into") or out of ("out of") the page is specified here. Any one of eight directions can be given. In addition, the "Movement" can be set up to 12 seconds.

5. Pages: All document pages are displayed in sequence. Display is done without fading and pauses. The display time is such so that the entire scene is affected.

6. Through fading pages: All document pages are crossfaded one after another in sequence. The speed can be set from 0-12 seconds in "Fade".

7. V-Scroll: The text scrolls from the bottom to the top through the picture. The scroll speed depends on the scene length and the text length. The text scrolls at a speed so that it scrolls entirely over the screen within the duration of the scene. Several pages can be inserted.

Audio

You should not begin audio mixing until you have finished editing the video. Effects and titling should already be completed. Editing video or adding effects after audio mixing has been completed can damage the careful editing work which you have already done on the sound track.

When you edit video in Bogart SE you also change the audio. Transition effects in the video are also applied to the audio. This section deals with audio mixing, which involves adding additional audio tracks overlaying or supplementing the original audio.

Audio mixing employs the same principle as video editing:

1. Recording of the raw (audio) data.
2. Splitting of the audio sample into a number of discrete passages (if desired).
3. Trimming of these data, i.e. cutting out of undesired components such as coughing, residual material from adjacent CD tracks, etc.
4. Special processing of the audio sample or of a part of it (e.g. interchanging of stereo tracks).
5. Insertion of these audio samples into the storyboard.
6. Adjustment of the volume of the original audio and of any commentaries and the background music to each other, and adjustment of any fading.
7. Addition of audio effects (if desired).
8. Fine adjustment of the volume of individual audio samples by means of wave form (if desired).
9. Creation (if necessary) of the complete sound track (all stereo tracks are mixed on a single stereo track).
10. This just leaves recording to tape, and your video is finished.

4.12 Audio Record, Edit.



This is the Audio - Record menu (accessed via the main menu, or by pressing the respective quick select button in other menus).

Use this menu to record your audio material by clicking on the round red Record button. You can also use this function to split, trim and name recordings.

(1) Use the volume display to adjust the volume level. Try to set the recording volume level as high as possible so as to obtain optimum sound quality, but do not over-modulate it. Click on the scrollbar below the volume display to change the volume level. Move the scrollbar to the left or right to reduce (to a minimum of -12 dB) or increase (to a maximum of 19 dB) the volume respectively. The range available depends on the selected audio input. Flashing blue indicates that everything is in order, flashing yellow indicates a risk of over-modulation during audio mixing (only if several over-modulated segments are mixed), and flashing red indicates over-modulation.

(2) If your system supports the "Sound" button, it can be used if an analogue input has been selected, i.e. Microphone, Front and Rear. Before recording audio material, click on the button. A window is opened in which you can select the Treble and Bass from -12 to 12 dB.

(3) Here you can see the audio input. The options available differ of course according to your particular model.

(4) Select between Mono and Stereo modes. When using a mono microphone, check that Mono is actually selected. If DV is selected as the input, you can also select Stereo B. In this case, the sound is recorded from a second stereo audio track of the input device, provided the input is in 12-bit, 32 kHz mode. Not all DV input devices offer a facility for selecting this mode, however.

(5) This field displays the remaining capacity of the audio partition.

(6) The audio samples which you have recorded are automatically assigned a label (A 1, A 2, etc) in the audio list, and their length displayed. If you have added an audio sample to one of

the sound tracks of the Audio-Mix menu, it is marked with a small white point next to the length.

(7) The New Sample button opens a dialog in which the Sound, Silence and Sine Wave Sound functions can be configured and launched by means of the respective buttons.

The effect 'Sound' allows you to transform sound effects from the audio pool (see chapter 4.7, point (13)) and thus use them for the audio mix. Click onto the button 'Select Sound' to open the audio pool selection.

Select the desired sound effect, exit both the audio pool and the 'New sample' window with 'Ok'.

Note: The length that can be set in the 'New sample' window is not relevant - instead, the original length of the sound effect is used.

- The Silence button creates a completely silent audio sample with which, for example, you can influence parts of another audio sample indirectly for the duration of the silence (see Audio-Mix - indirect volume control).

- Use Sine Wave Sound to create a tone the frequency (440 Hz or 1 kHz) and volume (-20 to 0 dB) of which you can define. Soft crackling may be audible at the beginning and/or end of the sinusoidal tone. This cannot be eliminated entirely during playback.

The samples created in this fashion are added to your sample list.

(8) Special can be used to apply a number of special effects to the audio sample, many of which are however only available or worthwhile on stereo audio samples. With these functions, Bogart SE creates a copy which includes the desired changes, i.e. the original audio sample is preserved unchanged. The following special functions are included as standard:

- Width

This function artificially increases the distance between the loudspeakers. This increase is achieved by negative channel crosstalk. You can select a width of between 0 and 175%.

- De-clicking reduces the click and crackle noises found in particular on records. Use the De-click-Strength slider to set the value to de-clicking and de-crackling in the recording. Don't set this too high as this will have an influence on the sound quality.

- De-noise reduces the noise level found on old tapes and records. First, select a noise position. A high value for the de-noise strength will also reduce the audio quality. If you are working with very noisy material, you must find a compromise.

- Equalizer offers a 10-channel control for frequencies between 31Hz to 16KHz.

Note: A stronger increase in some frequencies may possible reduce the total volume to reduce overmodulation/clipping.

- Copy Channel

As can be seen under Mode, this function copies the left-hand channel to the right-hand channel or vice-versa, as desired.

- Swap Channels

This function interchanges the left-hand and right-hand channels.

- Sound profiles offers profiles specifically suitable for classic, jazz, rock, pop and dance music.

- Sound control is used to adjust bass, mids and treble.

- Volume

Use this function to increase or reduce the volume for the audio sample in question from -20 to 6 dB.

- Volume & fades is used to normalize the volume with selectable fade in and fade out times. The level has a range between -48db and 0db. Set the slider to 0 db and the music piece will be raised to the maximum possible volume without clipping. If you set a negative volume, the music will be quieter than the maximum level. This does not necessarily reduce the volume by a particular level, but instead changes it to a certain level. Note that even if you apply the same normalization, some audio may still "seem" to have a different volume. This is subject to differing dynamics that aren't affected by this filter.

- Volume LR

Use this function to adjust the two channels (left and right) of an audio sample separately. Here too, you can select within a range from -20 to 6 dB. Mono switches the stereo signal to mono.

- NOP

This function cannot be used to make any changes to your audio sample. As with the image processing effects, it is used by MacroSystem for internal debugging.

- Mute

This function mutes either the left-hand and/or the right-hand channel as desired. In addition, you can also deactivate the function using the `---` button so that the audio track is only muted for a specific period of time and so that you need not remove the effect.

- Surround

The surround effect is used in conjunction with a surround receiver or amplifier to assign the sound of an audio sample to a certain channel, i.e. to a certain loudspeaker. It can be used to create interesting acoustic impressions, in particular during audio mixing with commentaries. On a normal mono or stereo television set, surround audio is reproduced as „ordinary“ audio, i.e. without surround effects, through a single or

two loudspeaker(s). A film containing surround effects is thus suitable for playing over any set. Once the surround effect has been selected, the following options are available:

- front left

Sound is played through the front left-hand loudspeaker only.

- front centre

Sound is played through the front centre loudspeaker only.

- front right

Sound is played through the front right-hand loudspeaker only.

- rear

The sound is played through both rear loudspeakers.

- rear left

Sound is played over the rear left-hand channel only. This is possible only with a receiver/amplifier which supports Pro Logic II (trademark of Dolby Laboratories). Without Pro Logic II, sound is played simultaneously over the two rear channels and the front left-hand channel, creating an effect which is similar but not as clear.

- rear right

Rear right functions in a similar manner to rear left, but for the right-hand rear channel.

In all cases, a mono audio sample is first generated from the original stereo sample, as playback is ultimately through a single loudspeaker only.

- Sample -> Scene

Clicking on the Sample -> Scene button creates a video sequence with black background from your audio sample, which appears in the scene bin. You can use this video sequence as a basis for further video operations (e.g. insert editing). This function can greatly simplify audio-based editing.

- Copy Sample

Clicking on the Copy Sample button creates an identical copy of the the previously clicked sample in the list of audio samples on the right. This function is useful when you wish to use both the original material and a modified version. The copy appears in the samples list with the same name as the original, but is identified with the suffix .K (e.g. A1.K).

- Clipboard

If your system supports this function, you can place the audio sample onto a clipboard. Select the Clipboard to add samples to it or to load samples into the current project.

The top of the screen has a list of all samples found in the Clipboard. This list will be empty the first time you see it.

The following options exist:

- Add current sample: The sample currently selected is added to the Clipboard.

- Add another sample: You can add another sample (not just the selected one) to the Clipboard
- Add sample from another project: You can add any sample from any project. To do this, first select the project, then the sample.
- Remove sample(s): This option is only available if you have selected at least one sample in the Clipboard. All tagged samples will be deleted from the list.
- Import sample(s): This option is only available if you have selected at least one sample in the Clipboard. All tagged samples will be added to the current project.
- Options: You can determine if trimmed parts of the samples are transferred or left out.

Any audio samples placed on the clipboard are deleted when the system is switched off.

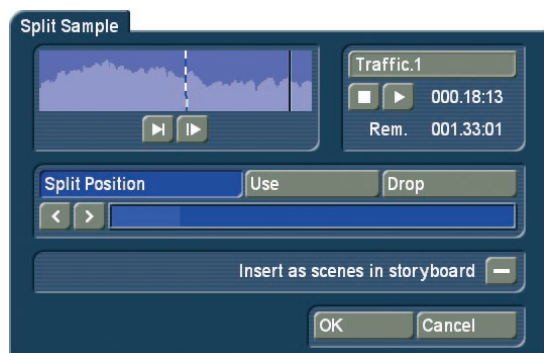
Also in this menu you see the button "Pre-listen" under the effect options.

Here, you have the option of either deactivating the function ("off"), i.e. either hearing the effect or the original. Once you select either Effect or Original, this will loop-play about 20 seconds of the effect selected in the list (applied to the music selected in the list of sound clips) or some seconds of the original sound piece. This option can save you a lot of time, because the audio effects can be heard and compared with the original without being rendered.

This function also displays signal amplitude as a control.

Flashing blue indicates that everything is in order, flashing yellow indicates a risk of over-modulation during audio mixing (only if several over-modulated segments are mixed), and flashing red indicates over-modulation.

(9) Click on the Split button to access the Split Sample menu.



You can then split audio scenes in the same way as video scenes. The name of the audio sample is displayed at the top on the right-hand side. The name is followed by .1 or .2 etc. (e.g. A 1.1 or A 1.2). You can of course click in this field to call up the keyboard again, and rename the audio sample. Clicking on the Split Position button now enables you to split the audio sample. A graphical display of the part to be split off is shown in the bar at the bottom. In addition, the wave form and audio scrubbing (Chapter 3.2), which cannot be disabled in this menu, show the point of the audio sample at which you are located.

The Use and Drop buttons and the arrow buttons have the same function as in the Split Sample menu of the image material.

Click on the Play button to start playback of the audio sample currently being edited. During playback you can split the sample for example at a bar by clicking on Use at a suitable point. Your audio sample will be split at this point without playback being stopped.

If you wish to copy the split audio pieces into the Storyboard in the Edit screen, you need to first activate the "Insert as scenes in storyboard" by marking the little box.

After splitting the sample and confirming with "Ok" or waiting until the end of the sound, the video data will be created.

The sample parts are automatically copied in the form of empty scenes, containing the respective parts of the sound.

These empty scenes are placed into the Storyboard in the Edit screen – they'll be easy to spot: Black scenes with a little music note symbol.

Additionally, you can now press the "Replace" (or "Insert") button (see chapter 4.5, item (16) / (12)), so that the selected empty audio scene takes the place of the selected scene in the Storyboard. If the video scene is too long, it is trimmed to the right length at the end.

This function is great for audio pre-editing as you can comfortably make your cuts and then implement the rhythmically cut up audio piece to any video material.

Once you have split your audio sample, the sample list shows that copies of it have been made and that your original sample is still available.

(10) Use the Trim function to remove unwanted components at the beginning or end of the recorded or split audio material. Coughing in the commentaries and residual material from adjacent CD tracks can thus be eliminated. The Trim function is also familiar to you from video editing, and functions in the same way with audio. The wave form and audio scrubbing (see Chapter 3.2) cannot however be disabled in this menu.


(11) Click on the Delete button to delete the selected audio sample.

(12) Click on the Undo button to undo deletion of an audio sample. The last ten samples deleted can be recovered in this way. Deleted scenes cannot be reactivated following a restart.

(13) The name of the audio sample clicked on in the sample list is displayed automatically in the name field. The name can be changed in the manner familiar from video. Click in the name field to call up the keyboard. The length of the audio sample is displayed in the adjacent field.

(14) Use these buttons to control the Stop/Record/Play functions for the audio sample highlighted in color in the audio list.

You can make corrections to the volume with the aid of the scrollbar below the volume display (1) while recording is running.

(15) Click on the CD Recording button  (only on models with integral DVD drive) to the left of Record/Stop/Play to call up the CD Import.

Click on this open symbol , to open the drive drawer in which you can put an audio CD or CD with MP3 audio data.

Note: Importing MP3 audio data is possible from both data CDs and data DVDs.

Then press the eject button of your system (or press against the drawer) in order to close it again.

Now click on the Display CD contents button to read all available tracks on the audio CD inserted beforehand into the DVD-RW drive. To sample your tracks, check the box next to Play intro time in order to play the audio sample automatically as soon as it is selected in the list. You can choose between different playback times or you can switch off this function altogether.

You can switch to a different track or start import with OK at any time during play.

You have the following possibilities to enter titles: Note the box above the vertical slider. It has three different modes that can be changed by clicking into the box (see chapter 3.2, Sliders).


- If you wish to import merely one text, make sure to mark the box with an X. Select the item in this fashion and confirm with "Ok". After entry the window "CD Import" closes automatically and you see the title displayed in the list of sound clips.

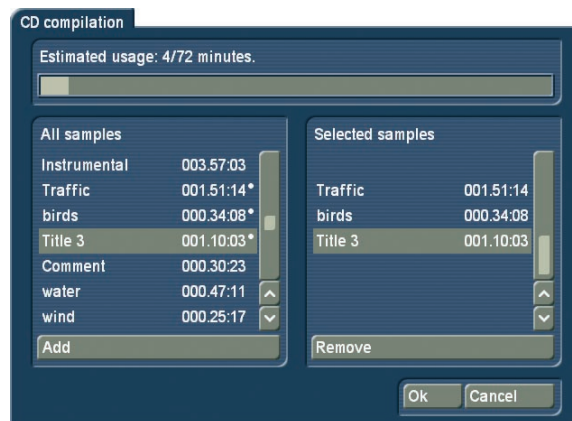
- If you wish to import multiple texts from the CD, make sure to activate the box by placing a checkmark). Mark the desired text items and start the import procedure by clicking onto "Import active track" (the window will remain opened) or "Ok" (window will close).

The tracks read in beforehand are now displayed in the list of audio samples.

- If you wish to import all titles from the CD, first mark all titles by activating the horizontal stripes in the box, or click onto the button for 'All'. It is unimportant which title in the list has already been selected. If you cancel the operation while the titles are being read, then all titles that have been successfully read are displayed in the list.

You then see the titles displayed in the list of sound clips.

(16) Here, you can see a symbol  of an arrow pointing to a CD. Click on this button and a screen called "CD compilation" appears. This screen allows you to select samples for your audio CD. You could burn your audio comments or extracted original sounds to CD or even load a music CD and re-burn it with a different track order.



On the left you can see a list with sound samples ("All samples"). Select the desired sample and press "Add". The sample should now appear in the right list ("Selected samples"). This way, you can continue adding sounds to your CD. Any samples selected from the left list are highlighted with a little dot. Take care not to overstep the maximum length of 72 minutes for the CD. The "Estimated usage" of the CD can be monitored on the top of the screen. Of course, you can remove any tracks from the list again by simply pressing "Remove".

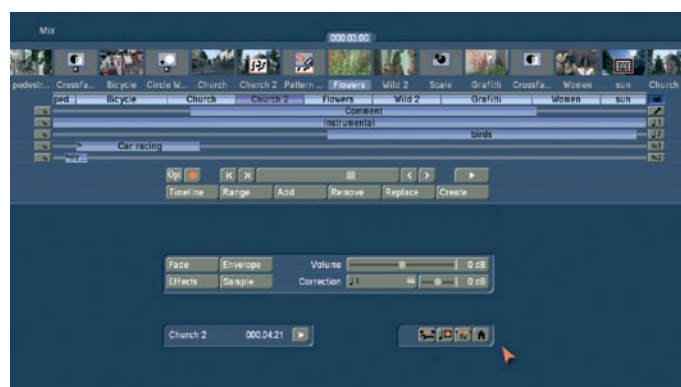
Once you have finished assembling the list of tracks for your CD, press "Ok" and insert an empty CD into the disc tray. A CD-RW, the system can optionally delete the contents first, before the tracks are burned. Please wait with removing the CD until the system tells you the CD was burned successfully.

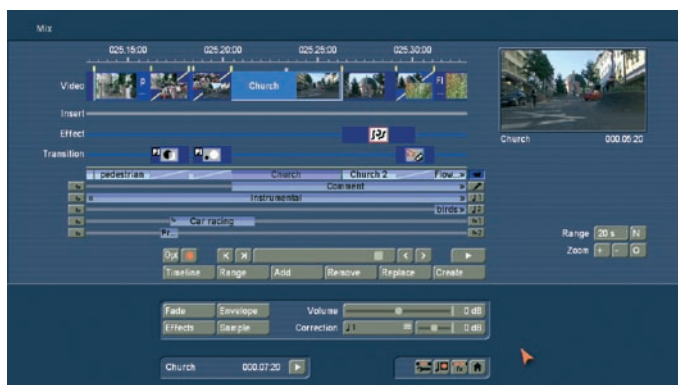
(17) Click on one of the menu symbols to access the menus Edit, Audio-Mix and the main menu directly from this menu.

4.13 Audio-Mix

Use this function to arrange recorded commentaries and the background sound in the storyboard, add audio effects, and fine-tune the volume for the sound tracks. Audio mixing is similar in principle to video editing.

The storyboard with the scenes and video effects which you have added to it is visible at the top of the screen. Depending on your editing method (Storyboard or Timeline), you will see a different menu.





Unlike the storyboard view of the Edit menu, transition effects are however displayed as discrete scenes in the storyboard. This display mode is advantageous, as it enables other audio samples to be situated exactly within the duration of the effect.

Below the storyboard are several horizontal bands, the sound tracks.

If you have set the control "Audio tracks" to "normal" in "Project settings" under "Audio settings", the specific differences between the sound tracks are as follows:

Audio samples from the original sound track, the commentary track and the effect track(s) are bound to the scene(s) above them. Where changes are subsequently made to scenes before and after the audio samples, the sample remains synchronized with its previous position. Where changes are made to scenes which overlap the audio sample in time, the latter must be deleted (following a prompt). Audio samples in the music tracks are not bound to a scene; instead, they retain their position in relation to the starting point of the storyboard. Changes to the video before or during the audio sample result in shifts which are, however, generally uncritical in the case of background music etc.

Owing to this difference in behaviour, the tracks bound to the video material are particularly suitable for commentaries or for sound effect dubbing.

The music track is intended for background music and similar audio. Provided the differences between tracks are observed, it can of course be used for any other purpose.

If you set the control "Audio tracks" (in "Project Settings") to "Selection", then you can freely specify the behavior of each soundtrack (except the original soundtrack).

In the audio editing menu the symbols next to the soundtracks change into numbers and arrows, indicating to you the setting for each soundtrack.

The following procedure must be followed for audio mixing:

1. Add audio samples to a sound track

- Select the desired sound track by activating the symbol to

the right of the track or by clicking on the track itself (selected track turns blue).

- Select the scene in the storyboard approximately at which the audio sample is to begin.
- Click on the Add button and select an audio sample from the list displayed.
- The sample now appears in the track provided for it exactly at the beginning of the active scene in the storyboard.

2. Moving and trimming audio samples

To define the starting point exactly, select Range. The Range menu is called up, with which you can

- move the sample completely (Start ; select Position) or
- shorten the sound at the beginning or end (In and Out ; select Trim).

The corresponding image is also displayed, and you can also hit the Play button to play the full segment of video with the selected sound.

3. Creating and checking audio.

- Return to the Audio-Mix menu and select Create.
- From the color of the horizontal color control bar between the original sound track and the storyboard, you can ascertain whether the overall volume of all audio samples is faultless (blue) or over-modulated (red). Correct any over-modulated passages with the aid of the volume control or the wave form as described under Point 4.

- Click on the Play symbol. The sound is now played in mixed form with the sound from the other scenes. The video material concerned is played at the same time, and a volume level indicator is displayed.

4. Adjusting the volume.

Bogart SE offers a total of three methods of volume control:

- Direct volume control. Should one of the samples concerned be too loud or too soft, click on it. It is highlighted in blue. Now move the Volume control to adjust the volume. The volume characteristic is displayed in light blue in the background of the audio sample. Following recreation, you can play it back again and correct it if necessary.
- Indirect volume control. To emphasize a particular audio sample by reducing the volume of adjacent tracks, use the Correction function. Click on the sample to be emphasized, which is then highlighted in blue. Now use the Correction button and the slider adjacent to it to adjust the volume of all six

tracks. This procedure modifies only the part of the adjacent sample selected using Correction which is parallel to the selected sample. The volume levels before and after the selected sample remain unchanged.

- Volume control by means of wave form. The wave form is the tool to use to increase or reduce the volume of an audio segment within an audio sample, for example in order to eliminate a loud unwanted noise. Click on the desired audio sample to highlight it in blue, then select the Envelop menu item. First use Add to insert three anchor points into the volume display beneath the wave form. In the area above all soundtracks are displayed to give you a better overview.

Then click on the leftmost of these three points in order to activate it. The color of the activated point changes from red to green. You can now move it to the desired position either by clicking on it again and dragging it with the trackball, by means of the Position slider, or by clicking on the Range button. Range causes the associated video still to be displayed in the background, enabling the position of the point to be selected according to its position within the video.

Place the first point horizontally ahead of the noise to be eliminated, without however modifying the vertical position of the point. Position the second point horizontally in the middle of the noise and drag it at the same time vertically downwards to dampen the sound. The third point marks the end of the noise: it should therefore also be at the same horizontal level as the first, but beyond the noise. Click on Create to reduce the volume of the noise substantially without changing the remainder of the audio sample.

To reduce the volume of longer ranges, use four points and drag the middle two points down.

The method of volume control employed in each case is therefore determined primarily by the task concerned:

- If the volume of a complete audio sample is simply to be increased or reduced, direct volume control is the solution. Using the wave form for this purpose would be to use a sledgehammer to crack a nut.
- If an audio sample is to be dampened while another audio sample is playing, for example the background music is to be softened for the duration of a commentary, indirect volume control is the most convenient solution. Modifying the audio samples by means of the wave form or splitting the music manually would also entail a disproportionate amount of work.
- If unwanted noises are to be eliminated from a audio sample or over-modulated passages of an audio sample adjusted to the general volume level, the wave form represents a powerful tool, albeit one which is not particularly easy to use. Once an audio sample has been edited by means of the Wave Form function, indirect volume control is however subject to certain limitations.

5. Fading audio samples in and out.

To fade specific audio samples in and out gently, click on the sample concerned to highlight it in blue. Now click on Fade to call up a dialog in which you can bind fading in and out to specific images, either by selecting a predefined time value, or by clicking on and moving the appropriate fader.

6. Adding audio effects.

Audio effects (standard effects, surround effect, supplementary effects) can be added to individual audio samples in the same way as to complete sound tracks.

- To add an audio effect to an individual audio sample, first select the desired sample, highlighting it in blue. Then click on Effects and select an effect from the list. If necessary, adjust the effect. Then confirm your selection with Insert/Change. A small fx at the right-hand end of the audio sample concerned now indicates the presence of an audio effect in the overview of all sound tracks.

- To add an audio effect throughout a complete sound track, i.e. to all audio samples of a sound track, click on the fx symbol on the left of the sound track concerned. Select an effect from the list presented. Make any effect adjustments required, then confirm your selection with Insert/Change. A white point on the left-hand button indicates the presence of one or more effects in the sound track concerned.

- To delete an audio effect again from a sound track or an audio sample, call up the audio effect menu again (as described above) and click on Remove. Remove functions irrespective of the effect selected, leaving an effect-free audio sample or effect-free sound track.

7. Checking audio mixing.

- Add the remaining audio samples in turn and adjust the volume, fading and effects as required.

- To check an individual audio sample in detail, first select the desired audio sample, then click on the Timeline menu item. The timeline display shows all audio tracks in relation to the selected audio sample. You can use the scrollbar beneath the timeline display to move the displayed passage, click to move the sound track to a different audio sample, and call up the functions Fade and Envelop from within the timeline display.

8. Creating audio.

Create the sound. The color control bar immediately beneath the storyboard should no longer contain any yellow components.

(1) The storyboard and its operation is familiar to you from

other menus. You can use the slider to move very quickly through the storyboard scene by scene.

Use the arrow buttons to click either through the video scene by scene, or from one audio sample to another when there are several audio samples below a single video scene. The audio samples of the currently activated sound track are selected in this case. This function is very helpful when a large number of audio samples are located below a single video scene, as the samples are displayed only very briefly during normal playback.

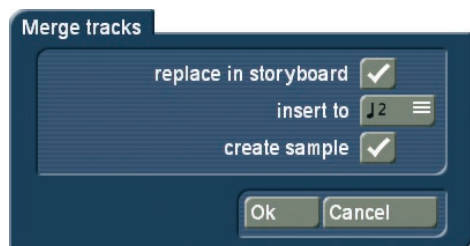
Select the desired sound track either directly or by clicking on the corresponding symbol on the right-hand side of the screen.

(2) This color control bar directly beneath the storyboard shows the range of the original video scenes in which the audio has not been created (yellow) or has already been completely created (blue). Over-modulation is indicated in red. Overmodulation will be indicated as soon as the audio level is clipped. Such clipped audio should be edited until it is no longer clipping. In most cases, you can simply reduce the volume level by -1db for the original audio.

(3) Select a button with the fx symbol to the left of the sound tracks to add an effect for the complete sound track. Effect selection in the Audio-Mix menu is described under Point (13) Effects. A further point in the associated button indicates the presence of an effect in the sound track concerned.

(4) Click on the Record button to play the storyboard (from the current scene onwards). Simultaneous recording is possible through the selected audio input. For instance, if you have selected the microphone input, you can record a commentary for your video. During audio recording, a volume level indicator is overlaid over your video material at the lower edge of the screen. The recorded commentary is subsequently added automatically to the sample list. If the commentary track is active and provides sufficient capacity for the audio sample, it is automatically placed in the commentary track.

(5) The Opt button allows you to mix (bounce) sample tracks into one.



Multiple audio tracks can be mixed into one track. This is useful if you need more space for arrangements. This function creates a new sample that can be added to an audio track of your choice. The function 'Combine audio tracks' has the following options:

'Replace in the Storyboard': tag this to insert the new sample at the current position in the Storyboard.

'Insert after': This allows you to decide into which track the new sample is to be added.

'Create sample': Tag this option to add the new sample to the sample bin, named "Mix". From here, you can continue to edit it.

(6) Click on the Play button next to the scrollbar of the storyboard to play from the scene currently located in the centre of the video. The other simultaneous tracks are played provided they have been created. Should the other tracks not have been created, only the currently selected track is played back. This saves you from having to repeatedly create tracks, for example when you wish only to check the position of the commentary. Video is generally played at the same time. During play, a volume level indicator is displayed, showing any over-modulation. The volume level indicator has a peak-level indicator, i.e. the maximum level is displayed continuously until it is exceeded once again.

By contrast, the Play switch at the bottom of the screen plays back the current active audio sample. Only audio is played back here, of course there is no video here. Here too, a volume level indicator is displayed, indicating any over-modulation.

The name of the sample to be played back appears on the left of the Play symbol and the counter. Click on Stop or the right-hand trackball button to stop play.

(7) Click on the Add button to call up a dialog showing the list of audio samples. Select the audio sample of your choice here, either directly or with the aid of the slider with which you are already familiar. The audio samples already added are marked with a point next to the length. Beneath the audio samples is a Play button which you can use to listen to the selected audio sample again in order to check it before adding it.

Confirm with OK to close the Add dialog. The selected audio sample is added to the active sound track.

The audio sample is placed by default in the storyboard at the very beginning of the active scene (the scene in the frame). Use the Range button to move it again (see Point (9)).

Should an audio sample already be present at the current point in the selected sound track, the Add function inserts the sample after the material which is already present. Should there be insufficient space, i.e. the audio sample be longer than the gap, the sample is shortened at the end such that it fills the gap exactly.

If an audio sample is inserted at the end of the storyboard and is longer than the last scene, it is automatically trimmed in to the length of the scene. Click on the audio sample to read the new length in the bottom left-hand corner.

If the storyboard is subsequently lengthened, the audio sample is trimmed out again (up to a maximum of its original length).

(8) Hit the Remove button to delete the active audio sample. This function has no effect upon the original track, as only audio samples from the supplementary tracks can be deleted. Remember that removing a audio sample may necessitate recreation.

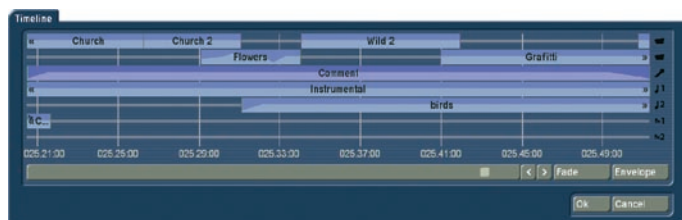
(9) Clicking on "Replace" opens the list of sound clips and you can select a clip that now replaces the previously active clip on the soundtrack.

Especially when you have already individually positioned a sample, it is an advantage to replace, placing the new sample at the exact same position.

(10) The Range function is used for adjusting the position and the IN and OUT points of a audio sample. The Range button can be selected when an audio sample is clicked upon and thus activated. A Trim menu is called up similar to that for the trimming of video scenes. Once you have selected Position, you can move the entire audio sample with the aid of the Start button. Should the audio sample be too long, you can also shorten it at the beginning and end. Select the Trim function and then the IN and OUT buttons in this case. The sound characteristic is displayed by the wave form (Chapter 3.3). Play back again to check any changes. The new position is also shown graphically when you return to the Audio-Mix menu.

(11) Bogart SE is able to play back several audio tracks simultaneously only if they have first been created (if necessary by clicking on Create). Portions which have not been created are displayed by yellow regions in the color control bar at the top. The entire audio visible in the active image size is generally created together with the active audio sample (highlighted in blue), even if it lies outside the window. If the entire storyboard is to be created, launch creation from the Finish menu.

(12) Click on the Timeline button to call up a new window in which the active audio sample is displayed in full and which shows the other samples in relation to it.



The active audio sample thus serves as the dimension for the full width of the new window. This permits a larger (full-screen) display of very short audio samples (which would otherwise appear only as a narrow line in the storyboard), whereas the full length of very long audio samples (which would otherwise run over the limits of the visible region in the storyboard) is displayed with all audio samples of adjacent sound tracks. The timeline thus offers a scaled view by which, for example, the volume characteristic or any fades can be viewed more easily.

This window displaying the time data serves mainly to provide a better overview. You can however also use it to move the displayed part below the timeline display with the aid of the scrollbar, to change the sound track to a different audio sample by clicking on it, and to call up the functions Fade and Envelop from the timeline display.

The symbols >> and << indicate that the audio sample does not end at the edge of the timeline, but continues.

The original sound track is displayed twice, one display above the other. The reason is as follows: if for example you have inserted a transition effect, two audio samples overlap. In the timeline display, these two audio samples are then displayed in two lines (in both original sound tracks).

(13) Click on the Fade button to call up a dialog in which you can adjust fade-in and fade-out of the currently active audio sample. The audio volume is consequently reduced or increased for the selected duration (which of course cannot exceed the length of the audio sample), reaching the selected baseline volume at the end of fading.

You also will find the control "Audio Settings" in "Project Settings", with which you can specify whether the audio fade should be "constant" or "lowered".

Certain practical time values for fading in and out are already provided as defaults. Should you therefore wish to fade a commentary in softly, you can for example select a fade-in time of 1 second (1 s), and thereby prevent the sound from being clipped.

Should you wish to fade out an audio sample, the volume is gently reduced towards the end of the sample and is completely silent at the end of fading.

The fade-in and fade-out times act upon all selected changes, i.e. including any changes to volume of the adjacent tracks. For example, as the commentary volume is being increased, the background music is gently reduced to the selected value.

The volume characteristic is displayed clearly in the audio samples. If you then trim a sample or move it, the fade in and fade out times remain.

(14) The Effects button calls up the Audio Effects menu. Audio effects can be applied to either a single audio sample or a complete sound track.



- To add an audio effect to an audio sample, first select the desired audio sample, which is then highlighted in blue. Then click on Effects.
- To add an audio effect to a sound track, call up the Audio Effects menu as described under Point (3) by means of the fx button to the left of the sound tracks.

The audio effects are divided into several categories:

All – All effects are displayed.

Standard – Only the effects contained in the Bogart SE software are displayed.

Optional – Only the effects from any supplementary software packages are displayed.

[Effect package] – Only the effects from the [effect package] concerned are displayed.

In order to combine multiple audio effects within one sample, note the small box above the vertical slider. Click into the box until you can see a Checkmark. Now you can activate all desired effects one after the other. If the box contains horizontal stripes, all effects will be selected. (This is similar to the Clipboard and the CD-Import function (see chapter 3.2)).

Furthermore, you'll see the "Archives" here – a place to store your previous effect combinations which can later be applied to different samples.

(15) The Envelope (audio wave form) of an audio sample can be edited directly with the Rubber Band function by means of the Envelop button. First select the desired audio sample, after which it is highlighted in blue. Then click on Envelop

The Envelope (Wave Form) Menu



(a) The volume of the selected audio sample is displayed as a wave form at the top of the Envelop window. Above you see a representation of all soundtracks for a better overview.

(b) The volume of the selected audio sample can be increased or reduced selectively in the volume display directly beneath

the wave form display by means of the rubber-band function. In this case, first specify the editing points within the audio sample at which the volume is to be increased or reduced. Insert these points either by left-clicking in the volume display close to the desired position, or by clicking on the Add button beneath the volume display.

Now activate one of the new points either by clicking on it directly, or by selecting it with the aid of the scrollbar and the function for stepping through individual frames on the right-hand side beneath the volume display. The color of the active point changes from red to green. The point can then be positioned exactly as follows.

• Positioning in the volume display

Click on the activated (green) point again. It changes color from green to blue. Drag the point horizontally to the desired time position in the volume display. To increase or reduce the volume, move the point upwards (louder) or downwards (softer). Note that the first and last points in the volume display cannot be moved horizontally, i.e. against time. Left-click again to confirm the position of the point.

• Positioning by means of the Level slider

After clicking on Position, the active point can be moved horizontally to the desired time position. Next drag the Level slider to the right to increase the volume or to the left to reduce it.

• Positioning against the video background

To determine the position of a point according to its location within the video, click on Range. The start position can be determined either by Position or by stepping through individual frames. Click on the right-hand trackball button to adopt the selected setting. Use the Level slider to select the volume at the desired point in time.

Follow the same procedure with the remaining points in the volume display until the desired result is achieved. Then create the result.

(c) Using the Add button, insert an editing point after the currently selected (green) point in the volume display. Note that a point cannot be inserted between two points located very close to each other.

(d) Use the Remove button to delete the selected editing point from the volume display.

(e) The Range button can be used to group several adjacent editing points to form a range, i.e. a common group:

- Mark the outer left-hand (first) point of the desired range by left-clicking it or by stepping through individual frames.

- Click on Range.

- Mark the outer right-hand (last) point of the desired range by left-clicking it.

All points within the marked range also change to green and are thus marked as active. The following functions can now be used on this range:

- Increase or reduce the volume level for the entire range. Use the Level slider for this purpose.

- Move the position. Use either the Position slider, or select the position by means of Range.

- Delete all points in the selected range. Click on Remove in this case.

Click in the scrollbar beneath the volume display or on any point to terminate selection of the range.

(f) The Level determines the volume of the active (green) editing point or of the selected range. The volume can be selected in steps of 1 dB from -30 dB to +30 dB.

(g) Use Position to determine the position (in time) of a point or a range in the volume display.

(h) Use the Create button to launch creation of the complete audio sample shown in the volume display.

(i) Use Range to determine the position of an editing point or a range according to its location within the video.

- During determination of the position of an individual point, the following menu is displayed against the background of the current video:

Determine the position of the selected point either using the scrollbar following activation of the Position switch, or by means of the arrow buttons < and >.

- When determining the position for a range, the following menu is displayed against the background of the current video:

The position of a range is determined either from the start point (Start) or the end point (End), or by means of the arrow buttons < and >.

(j) Use the Play button to play the audio sample currently shown in the wave form display, provided it has been calculated. The play position in terms of time is shown next to the Play button in minutes:seconds:frames. The instantaneous play volume is shown on the volume display. Play can be stopped at any time by means of the Stop button.

Click on OK to terminate editing of the wave form and to accept the settings. Note the following:

- The Volume and Correction controls are no longer available for the edited audio sample following editing of the wave forms. You can therefore no longer modify the volume of the wave form audio sample by means of the Volume control, nor the volume of a parallel audio sample in relation to the wave

form audio sample by means of the Correction control.

- Insertion of a fade into a wave form audio sample deletes the edited wave form (following a prompt). All changes to the wave form audio sample are then lost.

- Indirect volume control of a wave form audio sample is still possible by Correction from another audio sample. Creation must however be repeated.

- Audio effects may be inserted into wave form audio samples.

- The sample envelope remains if you have trimmed or moved the audio sample.

(16) Click onto the "Sample" button. A window similar to the "Scene" video effect menu will appear. At first, you can see the name of the sample, which can be changed if needed. The default name is the name of the sample.

Next, you can decide if you want to create a sample that runs across the length and position of the selected sample, combining all audio tracks in that position. To do this, click onto 'Sample' and then 'Ok'. The sample will then be added to the 'Audio Record /Edit' screen.

Another possibility is the 'Sample + Scenes' function. Here, you can determine that the new sample starts at the beginning of the first scene – and ends at the end of the last scene it is positioned under.

Alternatively, you can select any time range for creating the new sample. A sample is created, containing all sound from all soundtracks.

Click onto 'Range', confirm with 'Ok' and select the IN and OUT points from the already familiar Range menu. The Envelope (chapter 3.2) helps you to do this. You can de/activate it using the speaker symbol. Click onto 'Ok' in the Range menu. This creates the sample and adds it just after the currently activated/marked sample in the Record/Edit menu.

(17) Use the Volume button to adjust the volume of the active video scene. You can reduce the volume of the scene (negative dB value), mute it (slider fully to the left), or increase the volume (positive values up to 30 dB).

Use this control for example to prevent a soft sound from being drowned by another sound which is too loud (e.g. piece of music on the background track).

A change in volume is shown in the light-blue bar which forms the background to the audio samples. If the volume is reduced, the bar at the lower edge of the audio sample is also displaced. The longer the audio sample, the more clearly of course the characteristic is displayed.

(18) The Correction button modifies the volume of an audio sample for the complete duration of another audio sample. The

change is shown by the blue bar in the audio sample. Once you have selected an audio sample (e.g. music) in one of its sound tracks (e.g. music sound track), you can then click on the Correction button. A list is displayed containing all six sound tracks. From this list, select the sound track (e.g. original sound track) in which you wish to modify the volume of an audio sample (e.g. vocals). Then slide the control located on the right of it to the left or right (to reduce or increase the volume respectively). This changes the sound in the track which you previously selected (under Correction) for the complete duration of the audio sample activated in another track. By way of explanation, consider the following example. You have assigned audio to three tracks. The first contains the original sound, which extends throughout the storyboard. The third track contains a piece of music which begins while the original sound is running and which ends during a further original sound. Select this piece of music. Then click on the Correction button to call up a list of all sound tracks. From this list, select the original sound track and reduce the volume by means of the button adjacent to Correction until it is muted. You now have no original sound for the complete duration of the piece of music. You can now hear the music at this point of the video without being disturbed by the original sound. The second track contains a commentary which begins in the middle of the piece of music and does not end until some time after the music has ended. Select the commentary. You can then reduce the volume of the music for the complete duration of the commentary by clicking on Correction, selecting the music track, and reducing the volume by means of the right-hand control. The original sound, which was muted for the duration of the piece of music, must now also be switched off for the remainder of the commentary. For this purpose, create a new piece of music: silence. Create a generous length. Insert it after the piece of music, and trim it using the Range button up to the point in the video at which the commentary ends. If you cannot find the point in the video easily from the material, calculate the correct position if necessary.

The volume control for the track in which the audio sample is activated is of course not selectable under Correction, as changes affecting the volume must be made by means of the Volume button.

(19) Click on one of these menu symbols to jump from this menu directly to the Audio Record, Edit menu and to the main menu.

4.14 Shutdown (OFF)

This button turns off the system. Clicking it does exactly the same as pushing the manual switch on the front.

The power-down procedure saves all settings, so that after turning on the machine later you can continue your project where you left off. The project is saved and then the system is shut down.

You can then turn on the machine only by using the manual switch on the front of the unit.

We warn against shutting down the machine by pulling the power plug or cutting power to the machine!

You should always turn off your system with the "Off" button or the front switch. Data loss may otherwise occur!

Chapter 5: VGA and DVI Mode

It is possible to connect a VGA or DVI screen to your system. You can use the screens either in combination or on their own. In the System Settings, you can use the "Screen" button to select the required mode. This is not possible on portable systems (notebooks). You can only use the built-in VGA monitor.

5.1 Dual-monitor use (VGA as extra monitor to the video or DVI monitor)

Please read this chapter carefully if you have connected a VGA (computer) monitor to your system in addition to your TV monitor.

You can use the VGA monitor to work in two-monitor mode. This means that you see the user interface on the computer monitor and your video material on the TV monitor. If you connect a DVI monitor as the second screen, the video footage will be shown on the DVI screen. This setup is fixed. You cannot view your video material on the computer monitor! You can also work with a single monitor. Either on a VGA or a DVI monitor. With this method, you would see both, the menu interface and the scene playback on the same screen.

You shall see differences between Video mode and VGA in the following menus. Please note that the differences are only examples for a VGA/TV combination. The same applies to a VGA/DVI combination:

Setup - Video: In this menu you see only the operating panel for making settings on the computer monitor. Your video material is displayed on the TV monitor.

Recording: The operating panel for recording is shown on the VGA monitor. You see the recorded video on the TV monitor.

Editing: When you play the storyboard from this menu, the playback duration is displayed on the VGA monitor on top of the Edit menu. Your video is shown on the TV monitor without any menu overlays.

Splitting: If you click on this button, then the Split menu appears on top of the Edit menu. On the TV monitor you see the actual video. Now you can use the Split menu to cut your video scene while you observe the exact playback on the TV monitor.

Trim: This menu is displayed on top of the Edit menu, just like the Split menu. Here, too, you observe your video on the TV monitor.

Transition effects: If you playback the storyboard from this menu in order to view an inserted effect, you will see the play

indicator on the VGA monitor. Your video is displayed on the TV monitor without any overlaid controls.

Image Processing effects: Just as with transition effects, the playback display is shown in the Long-term effects menu and the video shown separately. The settings and combinations for single or dual monitor use can be found in the reference part.

5.2 Single-monitor use (VGA/DVI as an alternative)

Instead of using a television you can use the VGA or DVI port on the backside of your device to connect a computer monitor (also a flat screen). However, you cannot run the system with both screens at the same time in single-monitor-use.

A VGA/DVI monitor will provide a calmer picture of the menus and video footage. You must adjust the "Screen" setting accordingly in the "System settings" menu to the desired mode. You can choose from several VGA options.

But take caution: If you want to use a monitor, you must connect both a television and monitor to the system when you start up the system for the first time! Once you have started the system, you will see the menu displayed on the television. After you set the "Screen" button to the desired mode, the system restarts automatically and then displays the user interface on the monitor. You can now disconnect the television from the system – the television was only needed in order to start up the system the first time.

A few limitations apply when running the system with a VGA monitor but these are not relevant to the final results of the film. In the following we would like to give you a few tips on how to work with VGA mode.

- Since the screen refresh rate of a VGA monitor is not the same as a television's refresh rate (50 Hz), the video footage will appear jerky when played – though this of course has no effect on the video output via the DV interface. If your VGA monitor supports a frequency of 75 Hz, we recommend you use a VGA resolution of 2 or 4 for PAL in order to minimize picture jerkiness during playback. For NTSC, we recommend you use the 60 Hz modes.
- Compared to video mode, VGA mode handles complete pictures (non-interlaced). This results in a comb effect appearing on moving objects (e.g. camera sweeps or cars driving by) so that the edges no longer look sharp (fringed). This limitation is of course only of relevance when displaying footage on a VGA monitor and is not included in the actual video itself. To change this, go to the "System Settings", press the "Screen" button and select the "Field" option. This way, playback is exempt from artefacts.

- The color saturation and contrast properties of the picture displayed on a VGA monitor are very weak but they are displayed correctly in “Video” mode (television). Therefore, please avoid increasing the saturation or contrast since this could lead to color bleed or distortion that is not visible on the VGA monitor.

The picture sharpness is also displayed differently in VGA mode than it appears in the final video. After you finish editing the video, we recommend you check the saturation, contrast and picture sharpness of the footage on a television in video mode.

- The entire video picture including the overscan area is displayed when working with various menus in VGA mode (e.g. when playing, trimming or splitting a video). This area sometimes contains image distortion that is no longer visible when the video is later exported or viewed on the television. When you are positioning titles, we therefore recommend you do not place them too far into the area around the edges of the picture or else the letters will no longer be visible later on. In any case, please make sure you carry out a final check by watching the video footage on a television.

5.3 Additional notes

If you are working in dual-monitor mode, the system will usually display the “screen saver” on the video monitor. However, you can also activate the Storyboard’s or scene bin’s scrolling slider in any menu and thus display the currently active scene (without effects) on the video monitor. In the Transitions menu, the first of the two scenes is shown.

The settings for the VGA mode are saved locally on the hard-drive. If you are working with several hard-drives (removable drives or built-in drives), the system will always start using the video mode saved on that particular hard-drive. If you are using the dual-monitor setup, watch both monitors if you are unsure if the system is booting correctly.

Chapter 6: Tips & Error Handling

This collection "Tips and Error Handling" will continue to grow. We are always happy to receive your ideas and suggestions! In the following pages you will find some of the most frequently occurring problems and tips for handling them.

Please become familiar with the following tips and help on errors. If you can't find the solution to your problem here, then contact your dealer. He or she will gladly answer your questions concerning operation of your machine. The MacroSystem hotline can only help you with technical problems.

More support information can be found at:
www.macrosystem.de (Europe)
www.macrosystem.us (North America)

Tips:

If you have installed the Power-Key Option, you have the possibility to arrange the scenes within the storyboard.

The key combination *SB, Ctrl, c* allows you to copy a scene and position it at another place by clicking the key combination *SB, Ctrl, v*.

If you wish that the scene won't be shown at its original position, copy it with the combination *SB, Ctrl, x* and place it at another position.

If you wish to trim a scene which is to be found in the storyboard, call up the trim menu by pressing the combination *SB, t*.

SWITCHING ON THE MACHINE

Problem: Every time the machine is turned on the installation query appears.

Solution: After successful installation you must remove the CD/DVD from the machine (and store in a safe place). The system then starts and displays the Main menu of the user interface.

CONNECTION OPTIONS

Problem: Can I connect other input devices?

Solution: Yes. You can connect most types of USB mice and trackballs that are available on the market. You can also use USB keyboards (PowerKey Option) or the Twister input device.

TRACKBALL

Problem: The trackball makes a grinding sound and/or cursor movement is jumpy or works only in one direction.

Solution: The trackball is probably dirty. Carefully remove the ball and clean it.

PICTURE AND SOUND

Problem: There is no video picture when I am trying to input from my VCR or camera. When I bring up the "Video settings" menu I see the menu but the screen is otherwise black.

Solution: Check to be sure that:

- you have connected and activated the video input device. Are all the cables connected properly?
- you have activated the correct input.
- the video input device is actually sending a signal, meaning that it is playing a cassette with recorded material.

Problem: During titling letters appear correctly on the screen but after being recorded out or even during transfer "jaggedness" and "bleeding" are seen.

Solution: This is a problem to colors being too "hot", meaning that they are over-saturated. Bogart SE can create colors that can only be processed by professional video machines and that lead to distortions when using VHS, SVHS, or even DV devices. In such a case simply reduce the color saturation and brightness (section 3.2, Color box). You will retain almost the same color shade but can record it without distortion.

Problem: There is no picture when I record from the video input device. The message "No video signal" appears.

Solution: Read the corresponding information in the hardware manual.

Problem: When recording the video material I hear no sound.

Solution: Set the correct input in menu "Audio recording/editing" so that the volume level is visible.

Problem: The audio is distorted.

Solution: Before recording, set the volume level so that over-driving (red appears in level display) does not occur.

Problem: The volume keeps changing when I play my storyboard.

Solution: Take care when dubbing that the volume of a track is not affected unintentionally by the settings for other tracks.

Problem: My video is off to the side. I can't see part of the menu.

Solution: The screen position depends on the monitor used. Screen positioning is configured according to the studio norm. It is possible that the display area is different for some non-professional monitors. Unfortunately, a simple solution to this is not possible. If you only use the monitor for your system, then it might make sense to have the monitor configured specially for it. In this case, contact your Dealer.

Problem: The camera supplies a picture that has too much of a blue tone.

Solution: Use the long-term effect "White balance" or "Control Color". If you wish to use other Image Processing effects in the same portion of the video, then select these from the "Special"

menu so that new scenes are created which contain the additional effects. You can also use the multi-layering technique through the "Scene" button.

Problem: The television picture is unsteady and flickers strongly.

Solution: Reduce the contrast on your TV, which is usually set too high at the factory. You might also want to use a 100 Hz monitor.

Problem: When I power up the editor, there is no picture on my monitor, even though I can hear it booting.

Answer: You have probably selected the wrong monitor mode. If the output is set to DVI, you may have hooked up to the analogue output (CVBS, Y/C, SCART). Or vice versa, if you have selected the analogue outputs, you will have no image via the DVI out. Connect your monitor to the correct output. You can also try starting using the included Bogart SE DVD – the screen will always appear via the analogue output (CVBS, Y/C, SCART).

OPERATING THE SYSTEM

Problem: I want to exit the main operating panel for titling and the DVD Arabesk menu but clicking on the right trackball button doesn't work.

Solution: If you want to exit the main operating panel in order to enter the titling menu, you must click on "OK" (to save your settings) or "Cancel". If the right trackball button could be used to cancel, then you might unintentionally lose the text you entered. For the DVD Arabesk menu you must click on the symbol for the Finish menu.

Problem: The screen cursor won't move, or it can be moved but not used to do anything.

Solution: Your machine has "crashed". Press the OK+ON/OFF buttons (if available, some units are not equipped with front buttons) for 5 seconds to reset the device. On other systems, press and hold down the ON/OFF button for 5 seconds to force shut down. Make sure to backup your data regularly to avoid losing important footage.

Problem: Creating individual effects is taking too long!

Solution: Create the effects in the "Finish" screen (click "Create"). This will create all remaining effects and audio.

If your system is equipped with 64 MB RAM, you can activate the background rendering (by clicking onto "Smart Rendering" in the "system settings" menu or by clicking on the dots in the upper right corner of the corresponding menus). This way, you can continue to work on your video project, while the rendering of the inserted effects is done in the background.

Please read the corresponding sections in chapter 4: chapter 4.1, item (10); chapter 4.5, item (24)

Problem: I have a lot of scenes in the Scene bin and am having trouble finding the scenes that I am looking for.

Solution: Be sure to rename the scenes in chapters and sections when splitting or recording. You can also sort the scenes in the scene bin. To do this, delete a scene, select another, and then click on the Undo button, causing the deleted scene to be reinserted just after the selected scene. Sort your scenes in groups. These groups can be activated or hidden as you see fit.

Additionally, you can assign a group to each scene and then only list particular groups. You can also hide specific (already inserted) scenes. To do this, use the 'Opt.' button in the scene bin.

Problem: Sometimes I can't insert a transition effect.

Solution: Transition effects cannot overlap! If an effect has already been assigned to an entire scene (can happen with very short scenes), then it is not possible to insert another effect.

Problem: I have already recorded a lot of material and would like to know how many more minutes I can record.

Solution: The remaining time (available space for video) is displayed in the "Recording" menu.

Problem: I've finished a project and would like to start another. How do I start?

Solution: If you want to keep your video material on the system, then you can start a new project in menu "Project settings". Otherwise you can choose the option "Delete", which after a confirmation request will delete all the data of your current project.

Problem: I can't find my project data!

Solution: Check the System settings screen. Perhaps you have activated the wrong project by accident.

TURNING OFF

Problem: The machine won't turn all the way off -- the red light always lit.

Solution: The machine is in stand-by mode meaning that the red light is always on. This mode of operation saves electricity if you use the machine often. If you don't plan on using your system for an extended period of time, then you should pull the power plug (after having turned off the machine).

Problem: Is data lost if I pull the power plug for an extended period of time?

Solution: No, your data is stored on the internal hard drive. However, before pulling the plug you should power-down the machine correctly by pressing the power switch on the front of the machine or by clicking on the "OFF" button in the Main Menu screen. This also applies to all other cables. Never disconnect a cable from your system while the machine is operating!

Problem: The machine does not turn off right away. It takes awhile.

Solution: This is normal behavior for your system. Before the machine is actually turned off the current project is automatically saved, and this can last several seconds. Only then does the machine actually turn off. Even if the shutdown program receives no message from the machine, it will turn the machine off, but only after several seconds.

Problem: I have a problem not contained in this list.

Solution: If you have access to the Internet, check out the following Web site:

<http://www.macrosystem.de> (Germany)

<http://www.macrosystem.us> (North America)

Here ("Support", "FAQ") you will find an updated list of FAQs (Frequently Asked Questions) that may help you. You can also call your dealer, or call our hotline if you have technical questions.

Appendix: Media Manager

1.1 Unlocking standard and add-on software

When you first start the Media Manager, you will require the unlocking code for the 'Premium Pack' product to fully activate all the functions. Casablanca S-2000 and S-4000 editors are shipped with this code already included in the box; Renommée and Solitaire upgrade (Ultra board) customers receive this code along with their product licence code list. Once you have the code, you can enter the Media Manager from the Bogart SE main menu and begin with setting things up. Starting the Media Manager takes a few seconds. The menu initially does not contain all of the function icons. Click onto the wrench symbol at the bottom left and enter the Setting menu, then the Basic Settings by pressing the '1'. Now select 'Install Product' by clicking '3' to see the list of available, pre-installed programs. Select the 'Premium Pack', now click onto the green clover icon to activate it. The 'Activate product' screen prompts you with the selected product and serial number of your device. Use the trackball to enter the code numbers (alternatively, a keyboard). If everything is correct, you will return to the Install Product menu of the Media Manager and all functions of the Premium Pack should now be at your disposal. To check this, press the right trackball button twice to return to the Media Manager main menu. It should now look like this:



If you wish to add further software to the Media Manager at a later stage, you can repeat the above procedure. Unlocking codes are given to you either when buying the product or with the respective software shipped directly by MacroSystem or the responsible distributor. If you want to hide a product, select it from the Install Product menu and press the yellow star symbol.

1.2 General notes on operation

Note: In order to avoid the menus burning themselves into modern TV screens, the Media Manager display darkens the display after 30 minutes of non-usage. The screen returns to regular display brightness as soon as you move the trackball, press any key on the keyboard or remote control. You can find more details in chapter 3.2.2.

Operating the Media Manager is possible using the trackball, keyboard, and depending on the Casablanca type even using a MacroSystem remote control. Important: When controlling using a trackball, you will require a 4-button trackball to fully use all of the available functions.

The four buttons of the trackball:

Large button on the left: Select button

Large button on the right: Cancel/return

Small button on the left: Help

Small button on the right: Main menu

The Power Key keyboard can be used to move lists up and down using the cursor, and move into and out of albums (folders) using left/right.

Similarly, the functions for recording, playback, stop and pause are also available.

When controlling using a remote, numbered menus can also be reached by simply pressing the respective number. More information on operation can be found by pressing the help key on the remote (bottom right).

1.2.1 Lists

Depending on the menu, there are multiple lists for playback, importing or exporting. When using a trackball, you can select items in the list by clicking them. For longer lists, you can also scroll the list. For this, click the narrow dark blue slider next to the list. Keyboard users can use the arrow keys up/down for choosing an item. The MacroSystem Power Key keyboard also features special keys for playback, pause and stop. Remote users can scroll up and down the list using the buttons 'P+' and 'P-' or FF and RW. Hold down the button to accelerate the scrolling speed. You can read more about the direction of the list scrolling in chapter 3.2.3.

1.2.2 Selecting menu points

There are various ways of selecting menu points in the Media Manager. When using a trackball, use the left button to press the symbol on the screen. In some cases, there is no direct menu available (such as when you play a DVD). You can however, press the help button and select a function from the help screen. With a remote control, you can simply press the

number button that is shown in the menu (usually in front of a function). Or, you can use the four direction buttons to navigate the various options until you reach the right function. A highlighted function is shown in a different colour or in yellow. Now press OK to activate this function.

1.3 Importing and playing various file types

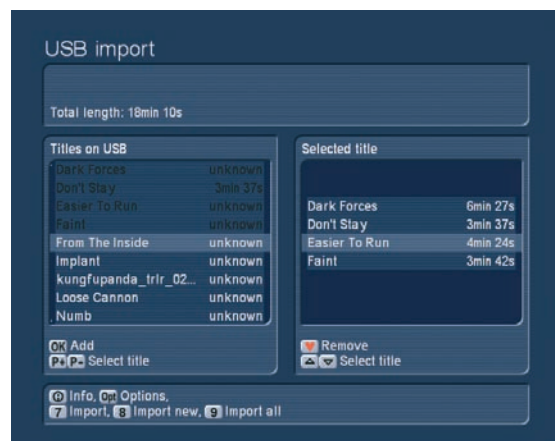
If you wish to use a CD/DVD/Blu-ray, a USB stick, a USB/Fire-Wire hard-drive or a PC network with shared folders, containing files, you can use the Universal Player to show, play or import such files. To enter the Universal Player, access one of the menus with the following icons: CD/DVD/Blu-ray, USB or Network.

Note: You can also access the Universal Player from the film or music archive. To do this, press the Options button and then select the Universal Player from the Options.

Insert an optical medium into the tray or connect a USB device with music or videos. If you use a USB device, the name of the device will be shown. Network access will show the available, shared folders. Select the right item and press OK.



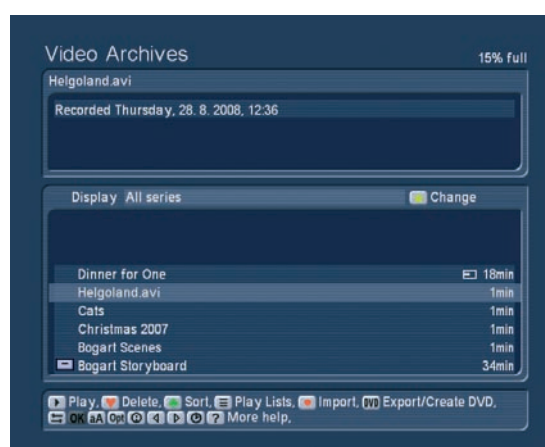
After a short moment, all the files that can be found on the medium or in the network folder will be shown. You can now play the file using the Play button and control playback using the functions shown in the Help menu. To import the file into your film or music archive, press the Record button.



You are now in the Import menu. Here, you can set up quality settings, prior to importing, in the Options. Next, you can either '9 Import all' or '8 Import all new' (any files not yet imported to your archive), or import single files.

When selecting files manually, you can search for the file in the list on the left and copy it to your selected items list on the right by pressing OK. Now, press '7 Import' to start the import. If any of the files are already located in the archive, you will be told so. A bar details the progress of the import. Once all files have been imported, press the 'Return' button on the remote or press the right trackball button to exit the menu. If you import both film and music files at the same time, they will be copied to the right archives of course.

1.4 Playing an imported video file



Enter the film archive by pressing button 4 from the main menu. The Film archive menu should look something like this:

The lower part of the screen contains the actual film archive, with a list of all available films. The bright bar marks the currently selected item. You can use the trackball to mark other films, or the keyboard to scroll up and down the list. Remote control users do this by pressing the up/down buttons on the remote.

The top part of the screen shows the title of the film or imported file, and the recording date. The list is sorted in chronological order, so that the latest entries can be found at the bottom of the list. Select a film and press 'Play' to begin playback. You can also re- and fore wind a film by using the FF and RW buttons on the remote or by pressing accessing the help menu (press the small left trackball button). You can increase the speed by holding down the FF or RW button. Once you reach the end of the film, the system returns to the film archive screen. If you want to fore wind or rewind just a few minutes, press the play button during winding. To pause playback, press the Pause button. Press it again to continue playing. In order to stop playback, press the Stop button and hold it down for a longer time. Alternatively, press the right trackball button. If you want to remove an imported file, you can of course delete it entirely from the system. Select the file you which to delete in the archive list and press the red heart button. To avoid

deleting something by mistake, deleted files are moved to the trashcan first. To see the trashcan by selecting it and the pressing left/right to choose 'All series' and then go all way up the list. You can restore single files from the trashcan using the OK button or delete them permanently. The trashcan is emptied by the system itself as soon as new space is required. Close the film archive again by pressing the Return button. You can get a more detailed overview of all film archive features in the Reference part of this manual in chapter 2.2.

1.5 Importing your favourite music

Now that you have experimented with the film archive a little, let's move on to the music. You'll be putting together your own archive of music from your favourite CDs. if you have music files on a USB stick, you can also connect it to the USB ports of your Casablanca system and import them like that. In that case, read more about it in chapter 2.3.1.

Once you are in the main menu, press button 5 to enter the Music Archive. Here, press the Record button to enter the 'Import CD/DVD'. Open the disc tray by pressing the eject button and insert a music CD or an MP3 data disc. Close the tray and wait until the music titles contained on the disc appears in the list to the left.

Note: The tray closes automatically after a minute even if you do not insert a CD.



The 'Media Manager' supports a system which recognizes the titles on the CD automatically, called CD-Text. In some cases a CD may not be recognized. If the CD has been created with title information, this will be shown on the screen in any case. If you have burned the CD yourself, you may have activated the function for keeping the title information. The Media Manager will of course then display the titles. The top part of the screen shows album title, the artist, length, genre and the year of release. If you insert an audio CD, you can press the 'Options' button to address the storage format. The available formats are three quality settings (high, medium and low). Press the Return button to go back to the archive. For the sake of this explanation, choose 5 titles and press OK to copy them to the

list on the right, indicating these titles to have been selected. The added titles are shown in black in the list on the left. When you are done adding all 5 titles, press '7' to import the music to the hard-drive. During the import procedure, a progress bar will be shown for both the entire import and each title itself. To check if the music has been imported correctly, press the Return button on the remote or the right trackball button to go back to the archive. You should now see the 5 titles in the list. The top part of the screen will show you any names, albums, artist, genre and the date.

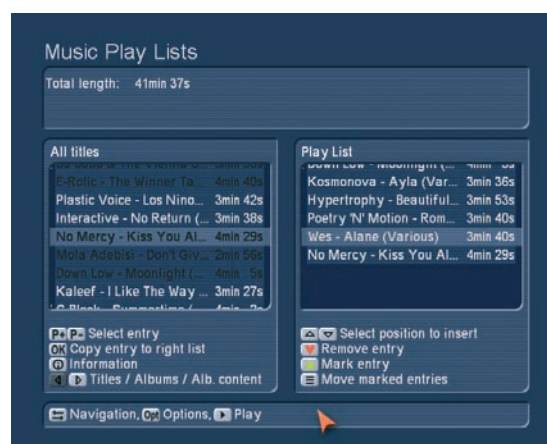
If you can't see the 5 files, chances are you are seeing the album (folder) instead. Press left/right to enter the album and see the single tracks. If everything has worked out fine, you can repeat the process for another 2-3 CDs to have enough variety for the next few examples.

Note: During import, the system automatically checks if the file already exists on the hard-drive. Is this the case, you'll find any existing items colour-coded in the list. If the title is the same, but all other information not, the item will be shown in yellow. If the title, album and length are the same, it will be shown in red.

If you want to organize your music in the music archive, for example in order of importing, length or alphabetically, simply press the green clover button and choose the method that suits your needs.

1.6 Creating a play list

To turn the imported music files into a play list, press the 'Playlist' button (on the remote, this is the List button) and enter the 'Music Playlists' screen. The left list shows all titles available. The right list is the actual play list. You can now add titles from the left list to the playlist. To do this, select the files one after another and add them to the playlist by pressing OK each time.



That's it. Your first personalized play list. You can now use the list for playback. The top part of the screen shows the information panel with total length.

1.7 Creating a music CD

Enter the music archive and press the DVD button (export/burn DVD) to start putting together content for your CD. The left list will show your imported music. Make sure to adapt the view if you can only see the album names by pressing left/right and selecting the title display. Press the P+ and P- buttons on the remote or use the select button on the trackball to mark an item and then OK to add it to the list on the right (selected for CD/DVD burning). The title you have added will be displayed in black in the list on the left, to show you that it has already been used.



Repeat this for all other music tracks that you wish to burn onto CD. You can add them in any order you like. The top part of the screen will show you the expected space required on the disc. This figure depends on the medium you are using. If you want to change the medium to a CD, DVD, dual layer DVD or even Blu-ray disc, use button 3 to change the medium type. It is also possible to select USB as the storage medium. You can read more about this in chapter 2.3.8. Next to the time, you can see the exporting 'Options'. Especially when exporting audio, you may have particular needs for the compression type. Your choice will be shown here as a text. Once you are happy with the medium type and titles chosen, press the DVD button to begin exporting, i.e. burning the disc. A progress bar will show you how long it will take.

1.8 Creating a slide show from the photo archive

Enter the photo archive and press the 'Record' button to reach the photo-import section. Next, choose the medium that you wish to export the photos from: '4. CD/DVD', '5. USB device' or '6. network'. Having done that, it will take a few moments for the list of photos that are stored on the medium will appear. The top right corner shows a preview of the currently selected photo.



Use the remote control buttons P+ and P- (or the left trackball button) to navigate the left list and add the photos for the slide show to the list on the right using the OK button. Make sure to add the photos in the right order for your slide show. When done, press button 7 to begin importing the photos shown in the list on the right. As an alternative, you can press '8. Import all new files' or '9. Import all files'. As soon as all photos have been imported, the system will return to the photo archives menu. The photos will be listed in the lower part of the screen. Tip: If the slide show is to play the photos in the right order, make sure that the random image function is deactivated in the Options panel. Remove the ticked box if necessary. You can also use the Options to set up the pause time; for example, you can set it to 7 seconds.

Lastly, press the Play button to watch the slide show. You can find more playback options and settings explained in chapter 2.4.

2. Media Manager reference

2.1 Optical media

In this menu, you can play audio CDs, MP3 discs or video DVDs. You can also use the Universal Player to play many kinds of video and audio file formats.

Note: Due to the large number of format types, it is impossible to guarantee full playback compatibility with all types of files. There may be unusual format variants that are not suitable for playback with the Universal Player.

2.1.1 Entering the menu

If you activate the automatic playback for a CD/DVD/Blu-ray disc in the general settings (chapter 3.2.3), the medium will be analyzed and played right away. This will happen no matter which menu you are currently using. To play a disc manually, press '3. CD/DVD/Blu-ray' point from the Media Manager main menu. Open the tray using the eject button, insert a disc and close the tray again. After a few seconds, the system will have

finished analyzing and the required playback program of the software will be launched.

2.1.2. Audio CD, Photo CD, File CD/DVD/Blu-ray

Once the system recognizes the audio CD format, playback begins shortly. If you have played the CD on your Casablanca system before, the Media Manager will ask you if you wish to continue listening from the last position or if you want to start the CD from the beginning. You can use the P+ and P- buttons to skip the tracks.

A photo CD automatically jumps to the photo archive section of the software. You will instantly see the photos listed and can start the slide show. Use the Options button or the trackball help button to configure automatic repeat or random playback of the photos.

If you have varying audio and video formats on the disc, a list will appear showing all files. Press the 'Info' button to get more information about the file. Behind the file name, the system displays the format type and running time.

2.1.3 Playing a Video DVD / Mini DVD

A disc carrying video data (either a video DVD or a CD with Video DVD contents, often called cDVD or Mini DVD) will start playing automatically. If you have played the disc on your Casablanca system before, the Media Manager will ask you if you wish to continue listening from the last position or if you want to start the disc from the beginning. If the DVD begins with a menu, use the direction buttons on the remote to navigate the options and start the film. When using a trackball only, press the left trackball button to show the controls.



If you want to start the film directly, press the Play or Ok button in the DVD menu.

Note: Depending on the system, playback of copy protected DVDs may only be possible with add-on software. However, even so, such discs may result in unusual behaviour.

General information about Region Codes:

DVDs carry a code that allows the disc to be played in a

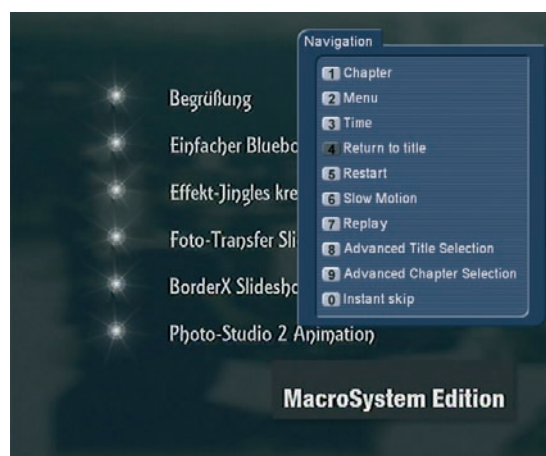
specific region (usually where it was purchased). This system is divided into 6 DVD regions. Europe is region 2; therefore, in Europe you can only play DVDs on your Casablanca that carry the region 2 code. The same goes for other regions of course. Region code 0 can be played anywhere.

Buttons and Help functions

You can operate the DVD player comfortably using the optional remote control buttons. When using a trackball, you can activate the DVD menu control anytime using the left trackball button. Many other functions can be accessed by pressing the Help menu (press the small left trackball button). The single operation controls in the Help menu are as follows:

2.1.4 DVD navigation

Press the Navigation button to enter the Navigation options. They consist of the following:



1) Chapter selection

Press button 1 to choose which chapter for playback. The possible number of chapters is shown by the right figure. For example, '2 of 5' means that you are currently selecting the second of five available chapters. '1 of 1' means that there is no chapter selection available. Enter a single or two figure number using the remote or type the number using the number pad on the screen (via trackball). Confirm with OK. The menu will close; the Navigation options too will disappear.

2) Menu selection

This allows you to directly access the menus on the DVD (for example the title and main menu).

3) Time access

This prompts a small area for entering the time. Use the remote's number block or use the trackball to click into the area and then enter the numbers. This is used if you want to access a certain point on the DVD directly, for example enter 45 to jump to the 45th minute.

4) Return to Title

This continues the playback from the last position.

5) Restart

This initiates a complete restart of the DVD. This may (depends on the DVD) include any proof of age, copyright, trailer or menu sections.

6) Slow-Motion

The DVD is played in slow-motion. The top left corner displays the slow-down factor. If you want to return to the original playback speed, press point -7, (replay).

7) Replay

This immediately replays a certain part of the film and continues playback from there. The point in time used for the replay can be defined too: Go to the main menu, then 'Settings' (User Interface, General) and then set the 'Replay time' (see chapter 3.2.3.). If you set up 10 seconds for instance, the film will 'jump' back 10 seconds and play from there.

8) Advanced title selection

Only available with remote control: This prompts a choice of chapters, angles and time input. You can use the direction buttons to navigate to the desired title and confirm with OK (to play).

9) Advanced chapter selection

Only available with remote control: This prompts a choice of all chapters of all films available on the DVD.



Use the direction buttons to navigate the single images and chapters and confirm with OK. If you want to select a single title, use the buttons 1 to skip to the previous and 2 to the next title. To return to the main title quickly, press 3.

2.1.5 DVD options

Without having to enter the DVD main menu, you can access some settings directly, even while the DVD is playing:

1) Audio track

Choose from the available audio tracks (e.g. multi-channel sound, Dolby Digital 2.0, Dolby Digital 5.1, etc.)

2) Subtitles

Activate and deactivate subtitles.

3) Angle

Enter the angle view for the DVD playback. Only available on some DVDs. The second number represents the number of available angles. A '1' means that there is only one angle, i.e. no extra angles are available.

4) Eject media

Press here to open the tray and eject the medium.

2.1.6 DVD information

Press the Info button to see the information panel at the bottom of the screen during playback. The panel contains information about the selected title (for example, 1/3 meaning that you are watching title 1 of 3), the current chapter (from the currently active title), available sub-titles, audio format, title length, and angle (on some DVDs, you can watch a scene from multiple angles – if this is not possible, it will display 1/1). The top right of the screen shows the running time of the current title. Press 1 (switch time display) to switch between four different options: Passed title and chapter time and remaining running time for title and chapter. Remaining time is shown with a minus sign. Press button 2 to go to the second information panel with resolution, aspect ratio, display and bit rate for video and audio.

2.1.7 Main menu of the DVD

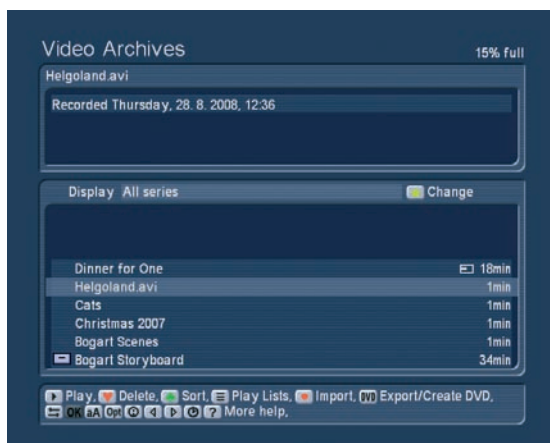
For the help menu, press the 'DVD' button to go to the main menu of the DVD, ready for playback.

2.1.8 Title menu of the DVD

Use the 'EPG' button to access the second main menu, even during playback, if the DVD supports this feature.

2.2 Video archives

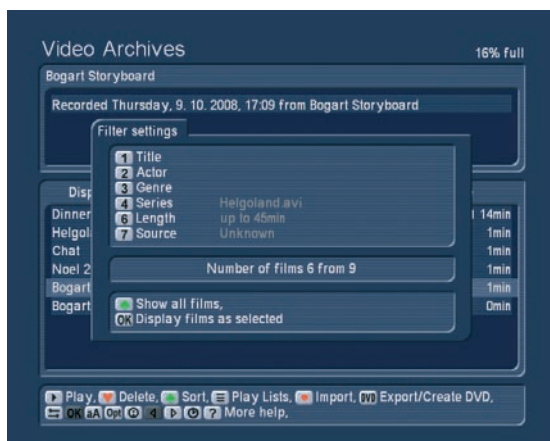
Press button 4 to go to the video archive from the main menu. Here, you can play previously imported films and organize them.



The lower portion of the screen shows all imported films, including length on the right. You can navigate up and down this list with the direction buttons on the remote control or by clicking the list using the trackball. If you have many films, click on to the very left to 'mount' the trackball and scroll very fast. There are some additional symbols in the list, next to the film names. In this example, the film 'HD Suisse' has been edited (cut) already # and stored on an external hard-drive [a]. The film 'Red Roses' has been watched until about the middle (this symbol can also show that you have watched just the beginning or even all of the film). The selected film 'Bogart Storyboard' has been tagged as being important with an (!).

2.2.1 Filtering films displayed

When you first enter the list, you can see that 'all recordings' are shown. There is no active filter. by pressing left and right, you can switch between the three display modes: 'all recordings', 'all series' and series/film folders. The option 'all films' shows all of the recorded films, the option 'all series' lists all films with the same series name in one folder (whenever there are more than one films from the same series) and the function 'episodes' shows the single films that belong to that series folder. If you see a folder symbol in front of the series name, it means that there are multiple films in the same folder. Press the yellow star symbol to vary the shown films in accordance with certain categories. There is a menu to set up the filter to be used.



Note: Some of the fields may already contain entries. Some may be empty, meaning that you have to enter them yourself first. To do this, use the function 'rename' (see chapter 2.2.9.) to use the filter function properly. You can enter title names by pressing 1 and then press 1 again to enter the title name field. Enter the text and activate the box on top of it to make sure that this filter is active. This displays only the films with that particular title name.

1) Title

Use the Title filter to find specific titles. This can be useful if you want to find all films with a similar (or even the same) name. You can enter the name by pressing 1 and then 1 again to switch to the text field. Enter the text and activate the filter (box with a 0). That's it, all recordings shown from now on will match your title text.

2) Actors

You can also filter your films in accordance with actor names, if available. Select the actor text field using the up/down direction buttons and activate by pressing 0. This sets the filter to that particular actor name.

3) Genre

You can filter your films in accordance with genres. Select the genre text field using the up/down direction buttons and activate by pressing 0. This sets the filter to that particular genre.

4) Series

This field carries the titles of all series, from all video files. The function playlist (explained later) can be used to place multiple imported films in this series folder (for example animation films, sunsets, finished films, intros etc.). Use the up/down to select the album to be displayed by activating the selection (0).

5) Not available in the Media Manager

6) Length

Enter the length field to enter the minimum and maximum length for the shown films. Press the slider and move left/right to select a value. Again, press 0 to activate the filter. The choice then results in films with specific length being shown only.

7) Source

In the source field, you can move up/down to select the film source. Activate the filter by pressing 0.

Show all films

If you want to show all films again, press the green clover button (show all films) in the filter settings. Alternatively, you can deactivate all filters in all fields. The field just below Source shows you how many films are currently being displayed with the currently active filters (for example 8 of 12).

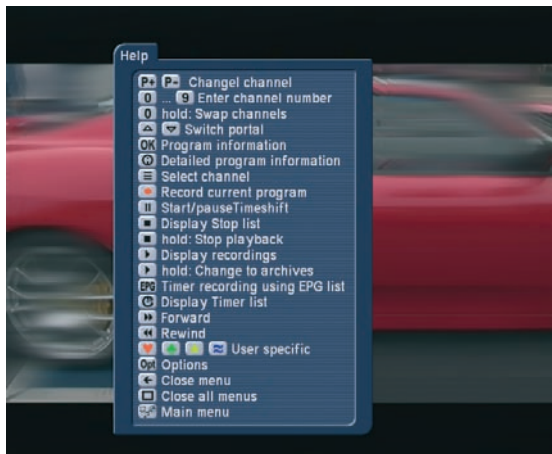
OK

Press the OK button to show the results.

Note: The settings you apply here also have an effect on the playlist and CD/DVD creation list sections! In these sections, only the filtered films are shown.

2.2.2 Playing video

Choose the film using the trackball's left button to highlight it. Now, press the 'Play' button to begin playback. Of course, you can pause (press Pause), fore wind or rewind the film any time. Use the remote control or the buttons in the help menu (press small left trackball button).



When you press the 'Fore wind' or 'Rewind' button multiple times, the speed of the function will increase. The optional remote control allows you to skip 5 minutes of a film. To do this, press 'Chapter -' and 'Chapter +'. Multiple presses result in multiple skips along the film. To stop playback, press or hold down the Stop button, or press the right trackball button. Pressing the Stop button quickly prompts the stop menu, which allows you to select a film from the list and stop it by pressing Stop once more (this method prevents stopping the playback by mistake).

2.2.3 Deleting video

You can delete films from the list by selecting it from the list and then pressing the red heart symbol/button (delete). The archive contents are not deleted entirely in this fashion, instead, they are moved to the trashcan. The trashcan is emptied when the system requires more space for new recordings. The system first deletes the films moved to the trashcan first (not necessarily the oldest recordings). You can find the trashcan by activating the 'all series' display and going up the list all the way. If you select the trashcan from the list, you can also manually delete all contents by pressing the red heart (delete) button. After a short confirmation, the films are deleted for good.

If you press 'right' while selecting the trashcan, you can select single entries in the list and delete them specifically. You can also restore films from the trashcan by pressing OK. The film is then moved from the trashcan to the regular film list, back to where it was before.

Note: The system capacity already considers trashcan items as if they were deleted already. For example, if the capacity is shown as 97%, emptying the trashcan won't really help.

2.2.4 Organizing video

Press the green clover button (sort) to go to the menu for organizing film items in accordance with recording time, length, alphabetically, album (= series) alphabetically and actor alphabetically. These options are all based on the same data that you have applied (or already existed) in the 'Rename' function.

2.2.5 Video playlists

Press the Playlist button to reach the playlist editor. The editor is used to create a list of films that are to be played in a specific order or list of films that are to be saved under a specific album/series name.

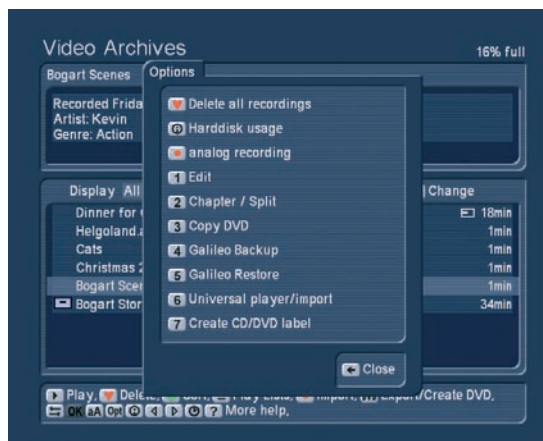
The list on the left shows all of your films in the order they were imported (see chapter 2.2.4.), with any active filter (see chapter 2.2.1.). Select a title from the list with OK (it changes colour) and add it to the playlist on the right. Select an entire series album to copy all of the album's films to the playlist. Press the information button for more details. The lower part of the screen details three functions:

Navigation

This function helps you to jump to the topmost or lowest item in the (filtered) list.

Options

Press this to access the menu for more functions:



- Remove all entries

Press the red heart symbol to remove all items from the

playlist. Note: This happens immediately, there is no warning message! This does not remove films from the hard-drive.

- Sort left list

Press the green clover button to sort the left list in accordance with: Recording order, length, alphabetically, series/album alphabetically, actor alphabetically.

- Create CD/DVD from Playlist

Press the DVD button to export the content of the playlist to a CD/DVD/Blu-ray disc or USB storage device. This can then be used in the playback section (see chapter 2.2.7.)

- Filter left list

Press the yellow star button to access the filter selection.

- Load playlist

Press 1 to load any saved playlist. Select the playlist using up/down and press OK. To delete a saved playlist, select it and instead of pressing OK, press the red heart button. Confirm by pressing 'Yes'.

- Save playlist

Press 2 to save a playlist. You can use this to have multiple playlists. The default name 'playlist' can be renamed using the text input. When you are done entering the text, save the playlist by pressing OK. You can also load a playlist and store it under a different name. This way, you can keep on expanding on the same list over time.

- Move selected films to a series folder

Press 3. The list that appears contains all series folders. You can also add new names for folders. This is useful for creating a new series folder for your films (e.g. animations, trailer, etc.). Close the menu by pressing cancel, or by pressing the right trackball button. This cancels without any activity. If you close the menu by pressing OK, the system will ask if you wish to move all selected items (all items in the right list) to the new folder. If you agree, all of your selected films will be reorganized accordingly. You can also use buttons 8 and 9 to select various playback options. You can choose 'play in loop more' or 'play in random order'.

Playback:

Press the button Play to play all of the films in the playlist. To remove an item from the list, press the red heart button (delete). To move items/films around the list, you first have to select it. Select it and press the yellow star symbol (letters turn yellow). Now select the film, under which the marked film is to be moved. Now press the 'List' (move marked) to change the position of the film.

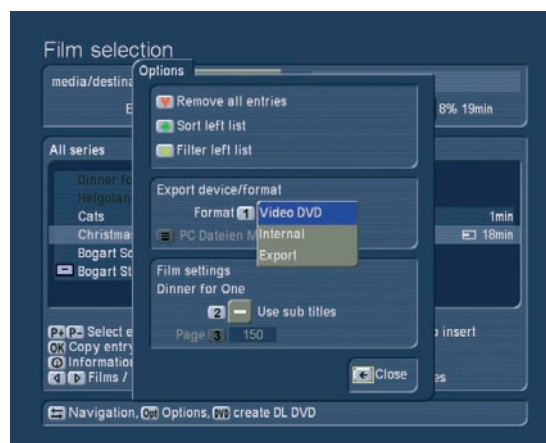
The top of the screen shows the total length of the playlist. You can return to the main menu by pressing the right trackball button.

2.2.6 Video import

Press the 'Import' button to reach the 'CD/DVD internal format play/import' menu. You can import films that have been saved in the internal format (see chapter 2.2.7., Options) to your Casablanca editor. Insert a CD/DVD/Blu-ray into the tray and wait for a moment. After a short while, you will see the contents of the disc. If you wish to play a film directly, select the film and press 'Play'. If you instead wish to import, press the 'Import' button (Record button). Select a film and press OK to add it to the list on the right. Next, press button 7 to import the selected films. Alternatively, you can also press '8 Import all new films' (this is useful to avoid importing films twice) or '9 Import all films'.

2.2.7 Creating a CD/DVD/Blu-ray

Press the 'Export DVD' button to enter the menu called 'Film selection'. This menu allows you to add individual films and burn them to disc. Press 3 to determine the destination medium. The available mediums are: USB/Firewire, CD, DVD, Dual-layer DVD, Blu-ray disc. You can export all kinds of formats to these destinations (e.g. DIVX, MPEG-2, H.264, etc.). The destination itself (optical medium) can be burned either as a standard video DVD or in the internal export format. You can determine the export format by entering the 'Options'. There are three options here: Press 1 to choose between 'Video DVD', 'Export' and 'Internal'.



- Video DVD

burns a DVD that can be played in most DVD players. More information about creating a DVD a little later.

Note: Creating a mini-DVD (often called cDVD), which stores a DVD folder structure on a CD, is also possible. Playback of such CDs is not supported by all DVD players. This format is better suited for burning short films for playback on PC systems (e.g. presentations), on Home-Entertainment systems or the Casablanca system itself.

- Internal

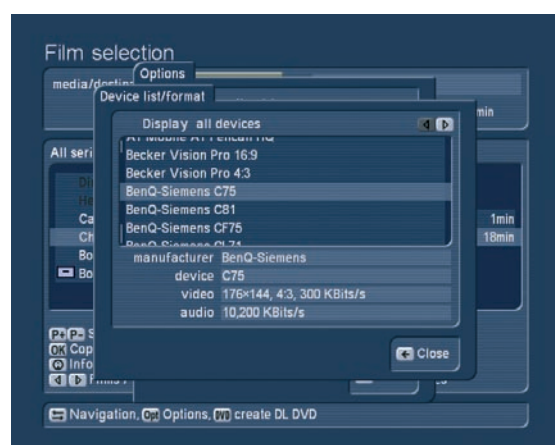
is a format for storing data on optical media. This burns the

films, including additional formats (title, actors, genre, series-album, etc.). Playback of this format is only possible on systems that use the RelaxVision or Casablanca Media Manager software. The films can be imported back onto the hard-drive without any conversion on a 1:1 basis.

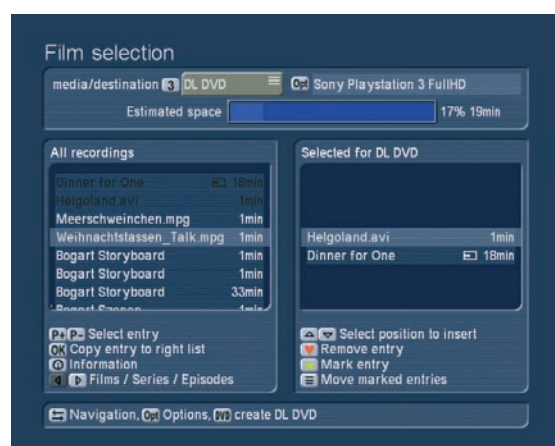
• Export

offers plenty of options for exchanging data with other systems or platforms. The extensive list of devices will help you to choose the format supported by a particular device. Supported are: mobile phones, PDAs, video player and even special format types for internet platforms.

Press the 'List' switch underneath the Export button to reveal a list of more than 600 possible devices and select one. You can use the scroll slider to move up and down the list and choose a manufacturer. If you press right, you will see all the devices made by that manufacturer. If you press left, the list will show all of the devices, sorted according to manufacturer. When done, start the export. The data will be stored on the medium. In most cases, this includes a conversion process to archive the best possible results.



Once you have selected an output medium and format, the list will be shown. The left list shows all available films which you can select and press OK to add to the right list (selected for the medium).



The information button gives you some important information

about the selected film in the left list. You can use the left/right buttons to switch through all three available displays 'all films', 'all series' and 'episodes'. In this menu you can also use the 'Navigation' button to navigate the lists faster and the 'yellow star' and 'red heart' buttons to organize the added items in the right list.

The top part of the screen shows you the expected capacity of the medium/destination in percent with a capacity bar. Note that this capacity is only an approximate value (except for the internal format). The real capacity may vary depending on details in the footage, movement, noise factor in the images, etc. It may be lower or higher and will only be definitive once the film has been converted. It is therefore not a good idea to fill up the medium to 99% and instead always keep a little reserve capacity. When you are done adding films (and if the medium capacity is not exceeded), press the DVD button to start the conversion/export process. A progress bar will show you the time required. If you have chosen 'Video DVD' as the output medium, you will be prompted to determine some additional settings for the menu:

Video DVD menu creation

In the top part of the screen, you can first press '1' to return to the 'Film selection' menu if you wish to make changes. To edit the CD/DVD menu, press '2'. This then switches to the suggested DVD menu: You will see the third chapter (first image) of the film suggested as the background of the menu. Each added film has its own stamp image (the second chapter position of each film). The menu initially has the title 'DVD Menu'. Press the help button to get an overview of all functions in this screen:

• Open/close disc tray

• Change title/stamp text

To change the given title text of the DVD menu, press the 'Text aA' button. The next screen then allows you to rename the text by first deleting the previous text and then entering your own. When done, press OK and close the screen with the 'Return' button.

• Reduce saturation

Press the chapter- button to reduce the saturation on the background image. Press it multiple times to further reduce the saturation.

• Increase saturation

Press the chapter +button to increase the saturation on the background image. Press it multiple times to further increase the saturation.

• Reduce contrast

Press the RW button to reduce the contrast on the background image. Press it multiple times to further reduce the contrast.

- Increase contrast

Press the FF button to increase the contrast on the background image. Press it multiple times to further increase the contrast.

- Select stamp

Use the four direction buttons to choose one of the reference images for the films. If you have only added one film, it will already be selected. A selected film has a yellow border around it. Press the OK button to activate the film and use the direction buttons to move the image. Every time you press a direction button, the image will move in that direction.

- Change steps

Use the P+ and P- buttons to change the length of each movement step. When you move the images using the direction buttons, this occurs in 'steps'. You can increase the step length by pressing P+. The step length '2' requires five times as many presses as '10' to reach the same position. It is recommended to increase the step length if you want to move the image further away.

- Activate stamp

By pressing the OK button, the currently selected film will be activated, changing the border to bright blue. Once you have positioned the image, press the OK button again to stick down the stamp at that position.

- Change stamp/background image

Press the red heart button to change the background picture. If you have one of the stamps activated (blue border), you can use this button to instead change the image of the stamp. In both cases, pressing the button brings up a screen showing the current image. On the right, you can see the length of the film and the position of its reference image. Now you can use the given direction buttons to move along the film. Press the Chapter+ and Chapter- buttons to jump to the start and end of the film and the FF and RW buttons to move along in 12-frame steps (1 GOP) in both directions. You can also use the four direction buttons to navigate. The speed is set using the P+ and P- buttons. The left and right buttons will move in frame, second or minute steps while the up/down buttons provide 10-frames, 10-seconds or 10-minutes steps. Once you have found a suitable image, confirm with OK. Pressing Return cancels without any changes made.

- Yellow star

This activates or deactivates the matrix for auto-positioning. Press the yellow star once to switch it on and off. The matrix positions the images/stamps along an invisible line and helps you to position stamps in a tidy row.

- Restore stamp position

Press this to reset the position of the stamp and return it to its original place.

- Info

press the info button to activate a screen in the top right corner containing information.

It shows the position of the currently marked stamp (X and Y coordinates), colour saturation and contrast of the background picture, the status of the position matrix and step length.

- Return

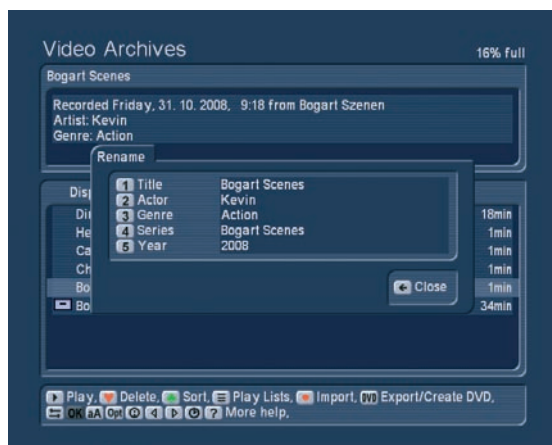
Press the return button to go back to the menu 'Burn film to CD/DVD'. Once you have inserted a DVD and edited a menu, start the burning process by pressing '3' (burn CD/DVD). If the expected capacity exceeds the disc capacity, you will be informed accordingly. After this, the conversion process begins. You can then monitor the progress by watching the progress bar at the bottom of the screen. It shows the various conversion steps. When all is done, the system begins burning the disc. If you insert a recorded DVD RW, it will be deleted (you will be asked). The system places automatic chapter marks if you did not specify any yourself (see chapter 2.2.10.). These automatic chapters are placed every 5 minutes. Please wait until the system tells you that the burning process was successful before you remove the disc. If you want to burn another disc with the same contents, simply insert a new disc and press button '3' again. You can also copy a CD/DVD from the DVD menu. Please note that in order to make a private copy of a disc, you may require the permission of the copyright holder. Insert the disc you wish to duplicate and press '4' (Copy CD/DVD). The medium is loaded and the tray opens. Insert an empty disc (a recorded DVD RW will be deleted) and the system will burn the contents to the new disc. When the process is completed, the tray will open again and you can remove the disc. If you want to burn another disc, you have to load the original disc again first.

2.2.8 Navigating imported films

Press the navigation button in the film archive. This allows you to jump/skip to specific films. Use the direction buttons to jump to the first and last film in the list. Use the Play button to navigate to the last played film. The Options button navigates to the last edited entry.

2.2.9 Renaming imported films

In order to rename imported films and text required for the filter settings, mark the desired film in the archive and press the 'Text aA' button. This menu holds multiple filter areas. To change the text in a specific field, press the respective number. You can now use the trackball or keyboard/remote to delete (record button) the text and enter a new text. You can also change the genre and other parameters in this fashion.

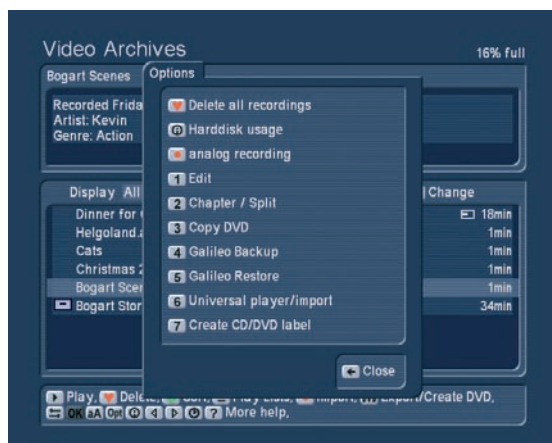


The more your archives are organized from the start, the easier you will be able to find particular films later. Think about meaningful terms and information for the available text fields.

Tip: If you rename an album to a name already used by another album, the two albums will be reduced to one.

2.2.10 Options

In order to edit an imported film directly using the Media Manager, press the options button. There are several options:



Delete all recordings

Press the red heart button to delete (move to trashcan) all the films in the archive in one go. If the system is set to 'all films' you will not see any items at this stage. Select another display type with left/right to the series/album display – this will show you the trashcan. Press OK to restore all films and put them back into the regular list. Alternatively, enter the trashcan and select single films with OK to restore them individually.

Hard disk usage

This gives you detailed information about the hard-drive capacity and the archives. It shows the number of films and series folders, the number of music tracks and albums as well as the number of photos and albums.

Analog recording (this function is not available on all devices)
Some editors are capable of recording using the analogue

inputs. Press '1' to choose the input. Connect the source to this input. Now press '2' to choose an image quality: Reduced, normal and high quality. The best quality setting here depends on the footage itself. You can experiment with short scenes and all three settings. There's no point in recording vary old footage with the highest recording setting. You can enter the title and album name right here and begin recording by pressing the Record button. The Pause button stops the recording. Press Pause (or Record) again to continue recording. Press Stop to end the recording session. The next recording will create a new film in the archive.

Edit film

At the top, you can see a preview screen of the film. At the top right, you can see the title or name of the film. Below, some time data: Old length corresponds to the length of the complete recording. New length is the current length, according to the editing marks set. You can see the two lengths differ – it is the preset pre-roll and post recording time making this difference.



The position is where the current key point is located, more about this in the next paragraphs.

Beneath the film is a time bar displaying the film graphically. The single segments (usually bits and pieces from previous and following TV shows) determine what is to be deleted.

As you already know, the first key point is automatically set. You can recognise this key point by the arrow below the time bar. Its position depends on the defined pre-roll time. The grey/green segment to the left of the key point represents the currently marked segment to be deleted – which still needs to be confirmed.

You may notice that the Help page shows you some of the key functions. Press the direction buttons to skip through the film in 10 frame steps (back and forth). The P+ and P- buttons change the step size. Press the P+ button one time to change the setting from frames to seconds, press again and change seconds into minutes. The steps of ten and single steps remain unchanged.

If you want to edit a recorded TV show for instance, you may need to remove several minutes of commercials. You must first move the key point from the current position across a specific time segment in the film. Grab the point with OK and select a minute-wise scrolling speed. Now press the direction button a few times to scroll along the film. Smaller skips can be achieved with second or frame wise moves. Confirm the now created segment to be deleted with OK.

Ok, you have now created a segment to be deleted at the start of the film. You'll notice that the grey/green segment has turned totally grey. Next, press the chapter button to jump to the end of the film. Your aim is now to define the second segment to be deleted at the film's end. Grab the arrow again with OK and move minute-wise to the left. More detailed steps can be made with smaller second and frame moves. Confirm the defined segment with OK and the green/grey area will turn grey.

Ok, you have now already defined both the start and end parts to be deleted. Great! Only thing left to do is to remove the commercial blocks in the film itself. Scroll at 10-minute steps across the film back to the beginning until you spot a commercial in the review screen above. Keep going until you see the last picture of the commercial block. Now press OK to mark the segment with green/grey.

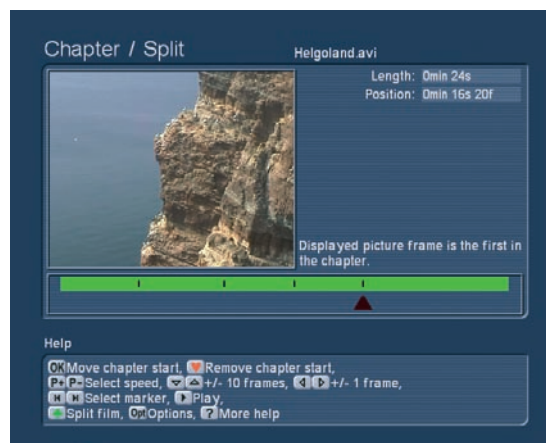
The new segment is automatically 1 minute long so you must probably extend it. Scroll to the right until the commercials end and you can see the first frame of the film again. When you are sure, press OK and the entire segment will turn grey. Now hunt down more positions with commercial blocks.

Once you have defined all segments to be deleted, press the green clover button to remove all previously found delete segments and thus gain back capacity on the hard-drive.

Chapter / Split

If you are unhappy with the automatic 5 minute chapter creation, you can create your own chapter marks.

To do this, enter the Film Archives and press the Options button again. Select the edition option Chapter Split by pressing button '2' (simply 2 on the remote). This menu is similar to the film editing one, but it is even easier to work with. You can see the first frame of the film, which has been automatically positioned as the beginning of the first chapter. In the time bar, the film is displayed completely in green; a black narrow line marks a chapter beginning. The arrow turns black as soon as a chapter has been positioned and confirmed.



As you probably wish to have the first chapter at the beginning of the film, accept the first mark. To do this, simply press the OK button so that the arrow turns green and moves on.

Now that you know how to cut the video, use that knowledge and move along the complete film to find the next suitable position for the next chapter position. Once you have found it, confirm it with OK so that a new black mark appears.

You can use the chapter+ and chapter- buttons to 'jump' from one mark to another and thus scroll faster along the film.

Having added as many chapters as you wish, press Return to exit the screen. Next, you can burn the film to DVD, this time, along with your new chapter marks. You can also use the red heart button to remove a chapter mark. Press play to play a few seconds of the film. Press the green clover button to confirm and split the chapters accordingly.

As the chapter points are used for the background pictures in the DVD menu, you should take care to choose suitable frames. The first chapter mark is always at the beginning of the film. The second mark is the frame used little stamp of the film and the third is the background picture of the DVD menu. If you add two films, the second chapter mark in it represents the film icon for this second film.

Copy DVD

Press button '3' to enter the 'Copy CD/DVD' screen. Please note that in order to make a private copy of a disc, you may require the permission of the copyright holder. Insert the disc you wish to duplicate and press '1' (Copy CD/DVD). The medium you insert is loaded and the tray opens. Insert an empty disc (a recorded DVD RW will be deleted) and the system will burn the contents to the new disc. When the process is completed, the tray will open again and you can remove the disc. If you want to burn another disc, you have to load the original disc again first.

Galileo backup

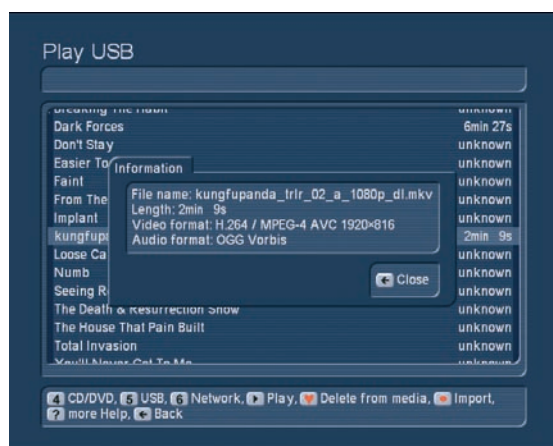
This function is only available if you have purchased the add-on product MacroSystem Galileo. More information about this product can be found in the separate Galileo manual.

Galileo restore

This function is only available if you have purchased the add-on product MacroSystem Galileo. More information about this product can be found in the separate Galileo manual.

Universal Player / Import

Press button `6` to enter the `Universal Player` menu. The Universal Player is capable of playing and importing many PC-typical formats (e.g. film or music downloads on CD/DVD/Blu-ray, network or USB connection). Enter a CD/DVD to see the contents of the medium (this can take a moment). If your data is located on a USB medium, connect the USB device and select the function for searching USB devices.



When you search a network, all public folders will be shown. Once you have selected a folder, the system will search for music and video data. You can find the format type and length right behind the file name. Press the information button to get more info. You can now start playback of the file by pressing the Play button. Access the help menu to get more control. In order to import the file, press the Record button to access the respective menu (CD/DVD, USB or Network import). You can then use the Options to set various quality levels for audio and video. Finally, you can select the item and add it to the list on the right. Press `7` Import to load the entire list. Alternatively, you can press `8` Import all new or `9` Import all.

2.2.11 Film information

Press the info button <i> to see all information about the current title on the archive.

2.2.12 Direction buttons

By pressing the left/right direction buttons, you can switch between the different displays: All films, all series or the respective album/folder contents.

2.3 Music archive

Press button `5` from the main menu to enter the music archive. You should already have a few imported CDs in here. The menu works in exactly the same fashion as the film archive. You can therefore read up on the basic options and possibilities in chapter 2.2.

2.3.1 Importing music from a CD/DVD/USB/network

Press the Record button to enter the `CD/DVD import` screen. You will be prompted to insert a CD/DVD. This can be both a regular audio CD or an MP3-CD/DVD. If you want to use data on a USB device, such as a USB stick, or from a PC network, press buttons 5 or 6 to access these sources. If you use multiple USB devices or multiple network folders, you must first choose the correct source. After a short while, the data will be shown. Select a music track from the left list and press OK to add it to the right list. When you import, the system checks if the music already exists in your archive. If this is the case, the music piece is shown in a different colour in the list. If the title is the same, the entry is shown in yellow. If title, album and length are all the same, the track is shown in red. Of course, you can play the selected title by pressing the Play button. Press Stop to stop playback. In order to delete a piece from the list, select it and press the red heart button. If you have inserted an regular audio CD, you can now press the Options button to determine the storage format. The available formats are: `1` No compression, and the compression format MP3 (in three quality settings `2` high, `3` medium and `4` low).

Select the quality and exit the screen by pressing `Close`. To store the selected titles on the hard-drive, press `7` (Import). Alternatively, you can press `8` Import new or `9` Import all. While importing MP3 music, the system will display the state of progress. For example, 3/10 means that the system is currently importing track 3 or 10. You can also see the name of the imported track. When all of the tracks have been imported, the tray will open and you can remove the CD. The list will now be empty and you can return to the music archive.

Note: When importing a large number of audio CDs, you can also do this in the background. In the meantime, you can play a film or listen to music from the archives or even use other functions. Read more about this in chapter 2.3.12.

2.3.2 Changing the shown music

You can read up on the general filter settings in chapter 2.2.1. of the film archive documentation. The difference in the music archive: You can filter in accordance with artists, instead of actors. Choose the filter field and press `0` to activate the filter.

2.3.3 Playing music

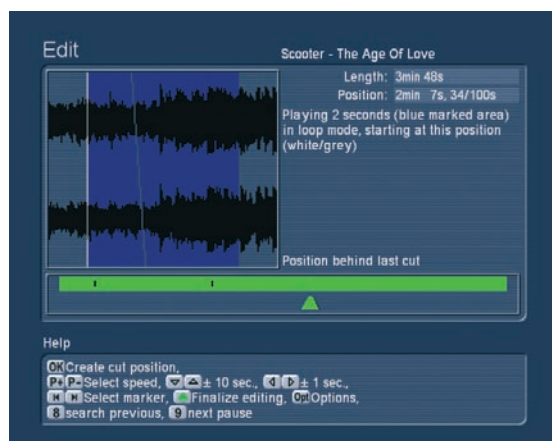
(see chapter 2.2.2.)

If you do not specifically stop playback of a single track, playback will continue for all remaining tracks in the list. The music archive remembers the last playback position and asks if you want to continue playback from there next time.

2.3.4 Splitting music

You can manually split music tracks just like films. This will create new split sections and also leave the original track in one piece. It's great for analogue recordings. Select the music piece, press options, '1': The menu works in the same way as the film archive, so it shouldn't pose a big problem to understand how it works. The principle is simple: Set key points wherever you want the piece to be split up. When ready, you'll see the additional split up pieces. You can delete some of the pieces you don't need.

In the screenshot, you can see the marked piece with five key points. The second point is marked with a black triangle. You can also pick up this point again and move it some more.



Use the arrow buttons to move in the recording and thus move the position manually. The steps taken can be set using the P+ and P- buttons. The blue part is the section that repeats for 2 seconds. You'll see a line move along the section showing you the playback position. Once you find a location where you wish to split the audio piece, press OK. A mark will be placed at that position in the green section. It is now the beginning of the blue section. This is where the audio will be split. There is also an automatic feature for finding still or low volume part of the audio. To use this function, press '9' to search for the next position, or '8' to search for the previous position. This happens pretty fast, as the search is already started in background while you work. If a section has not been analyzed yet, you can monitor the analysis live on the screen. In most cases, after a few manual tweaks, you'll have the perfect split position. If you find low volume sections that are part of the recording, simply continue the search. Once you place all the marks, press OK

to move or delete them (red heart). You can 'jump' to a split position by pressing the chapter+ and chapter- buttons. Press the green clover button when done to split the audio. The original recording remains untouched, the system merely creates copies of the new split audio.

Notes

- The search is done by looking for low volume passages in the audio. This may require manual corrections. As many pieces begin with a very sudden high volume, it may make more sense to search from the back. This way, the software will find the positions faster.
- If the pause between two pieces is too short, it may not be found. In such cases, you may need to find the position manually.

2.3.5 Deleting music

(See chapter 2.2.3.)

2.3.6 Organizing music

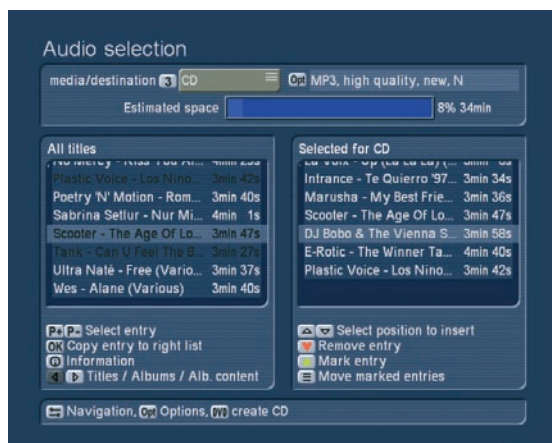
In the music menu, instead of actors, you can sort according to artists. More information can be found in chapter 2.2.4.

2.3.7 Music playlists

(See chapter 2.2.5.)

2.3.8 Exporting/creating an audio CD

This enters the screen for adding a list of audio pieces. You can read more about this in chapter 2.2.7. of the film archive section. The differences in the music archive: Press Options to choose between 'Audio CD' and MP3 quality settings for CD/DVD. If required, the system converts the audio format (PCM <-> MP3) and the sample frequency. If you select Audio CD, the target medium is fixed, MP3 formats require that you select from the available media: CD/DVD/Blu-ray/USB. You can also enter the Options and create folders/albums on the CD/DVD. If you activate both options the top folder will be set up for the artist, the second folder layer represents the albums. Please note that although the CD/DVD holds this folder structure, the list itself shows all tracks. You can also activate the option for adding the track number in front of the track name. This is for creating an MP3 CD with numbered tracks. Some players may require this to play the music in the correct order. These numbers are not shown in the title names and normally do not show up.



Confirm the settings with 'Close'. You will see the expected capacity of the medium shown in the top of the screen.

2.3.9 Burn music CD/DVD

After you press the 'DVD' button, a new screen will show the progress of the CD/DVD/USB export. An RW-DVD will be deleted if you confirm. The tray is ejected once finished and closes after one minute if you do not manually close it itself.

2.3.10 Navigating your music

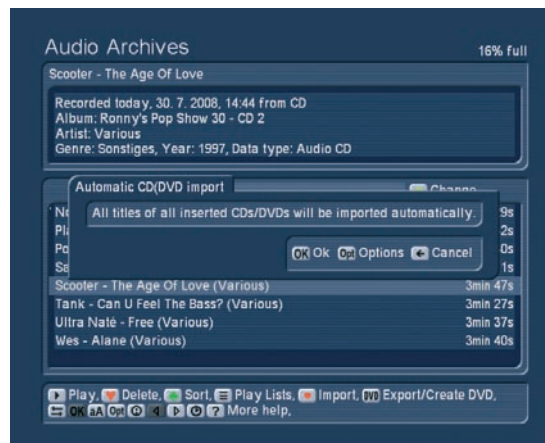
(See chapter 2.2.8 of the film archive)

2.3.11 Renaming music

(See chapter 2.2.9. of the film archive)

2.3.12 Options

The music archives have the following options: '2' for starting the 'CD/DVD import in the background' and '3' to end the import. If you start the background import, you can use the options to determine your storage format for the music, just like the CD import above. Confirm with OK and the system will go on to wait for you to insert an audio CD to automatically transfer to your music archive. In the meantime, you can use all other functions of the system as long as they do not require the optical drive. While you are playing film, music or photos from the archives, the CD import will continue.



When the CD is fully loaded, it will be ejected and you can insert a new one. In a short space of time, you can import a large collection of CDs to your archive and will no longer need to use the discs themselves. When finished, simply switch the import off again. If you switch the system off, the import will also be cancelled. All other options are just like the film archive. Please read chapter 2.2.10. for more information.

2.3.13 Music piece information

Press the Info button to show the extended information, respective the track and album.

2.3.14 Direction buttons

(see film archives, chapter 2.2.12)

2.4 Photo archive

In the main menu, press '6' to enter the photo archive. This archive is used to record photos from digital photo cameras, organize, edit and present them. The following menu shows you that we have already created two folders with photos:



If you haven't yet imported photos, the list will be empty. The photo archive can import photos in JPEG (JPG) format and

edit them, making it compatible with most digital photo cameras. Pictures in RAW format or those already edited on the PC with a progressive JPEG storage (optimized for Internet use) may not be loaded properly.

2.4.1 Photo import options

Press the Options button for these options:

- Remove all entries
- Sort content of medium. There are the following options: Recording time, alphabetically, album alphabetically, motive alphabetically
- You can create folders with the following possibilities:
 - 'Do not create album' imports the single photos without an album structure. All images are imported into one long list.
 - 'Create album name from date' creates a new folder for every day (date) you have created photos.
 - '1 album is upper directory name', '2 album is lower directory name' and '3 album is full path' are only useful if you are importing images that have been edited on a PC and will then saved on a medium (USB, CD/DVD). As an example: The medium will then have the following folders: 'Images', inside will be the folders '2005' and '2006'. The option '1 album is upper directory name' would not create any sub-folders, in this case only the folder 'Images' would be created. '2 album is lower directory name' would only create the folders '2005' and '2006'. The option '3 album is full path' will create all many folders: '2005', but also folders like '2005_beach' and '2005_holiday', etc.

2.4.2 Photo archive main menu

Once you have imported your photos, press the 'Return' button to go back to the main menu of the photo archive. You should now see the information panel at the top (date, pixel resolution) and the images themselves below. The currently selected item is shown in a highlighted blue colour.



Just like in the other two archives, you can switch between the different display types by pressing the left/right directions: 'All photos', 'All albums' and the contents of the album. If you select a single photo, you will see a small preview image at in

the top right. If you want to rotate this preview image, go to the help menu and press '1' to rotate right and '2' to rotate left.

Tip: If you want to see one of the images in full size, press the 'Full image' button. To exit, go to the help menu and press the Stop button. The image is scaled to fit the entire screen. Due to the different aspect ratio of photo and TV signal, it may be necessary to show the photo with black bars either on the sides or top/bottom. Some examples: 10x15 photo = aspect 1:1,50, TV resolution PAL 720x576 = aspect 1,25:1 / FullHD 1920x1080 = aspect 1,77:1 (with photos the ratio is given height x width, TV has width x height).

The functions for control and operation are mostly the same as in the film archive. Make sure to read that part of the manual before you continue to go through the special features of the photo archive.

2.4.3 Displaying photos / slideshow

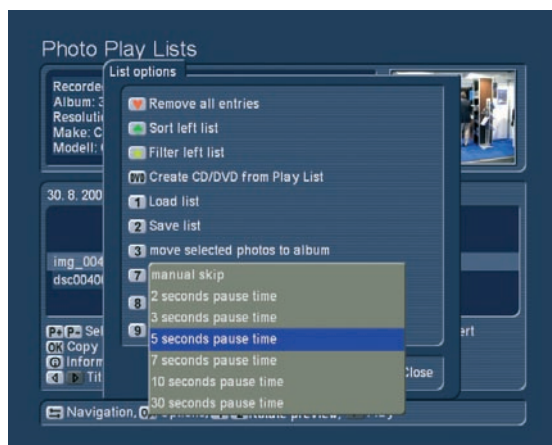
General information

You can display photos (the slide show) directly from the medium, even prior to importing them. Depending on the menu you are working with, the playback will ensue directly from CD/DVD, or from the USB device, from the list of the photo archive list, a sub-folder or the playlist. The photos are displayed in a resolution matching the TV set or monitor. The DVI/HDMI connection in particular allows for the highest resolution at 1920x1080 pixels, which is roughly 2 million pixels.

Note: If the image you want to display is larger than the TV resolution (e.g. 8 Mega pixel), the image is scaled down to the TV's resolution. The archive however always contains the original file. The larger the resolution is, the longer the system will require for the scaling. Also note that exporting the images to Bogart SE also requires scaling to the project resolution. For a DV project, an 8 Mega pixel image will have to be reduced to 0,4 Mega pixel as the image is almost 20 times as large as the PAL TV resolution. Even in HD projects, the 8 Mega pixel image must be reduced to 2 Mega pixels.

Display options

Press the Play button to play/display the images of the selected album from the start. If you start the slideshow from within an open folder, the playback will begin from the current image. You can use Options to show pictures in loop, random and how long each image is to be shown for. You can enter the help menu to access all available controls.



- Change still time for photos:

You can press the Play button multiple times to change the still time during playback.

- Jump to the next photo:

If you wish to jump to the next photo, press the P+ button. To jump back to the previous image, press P-. The Chapter+ and Chapter- buttons allow you to jump 10 images back and forth.

- Rotate photos

If you wish to rotate a photo during playback, use the help menu to press `1` (image is rotated counter clockwise) or `2` (to rotate the image clockwise). Each press rotates the image by 90 degrees.

- Zoom with pause

Press the help menu button and then the yellow star button to centre and zoom the image. The centre of the photo is shown in full quality. During zooming, the slideshow is paused. If you want to show a different part of the photo, enter the help menu and use the direction buttons to move in the desired direction. To re-centre the image again, press OK. To exit the zoom mode and return to the full image, press the yellow star symbol once more. This then continues with the slideshow. Alternatively, you can also use the P+ and P- buttons to exit the zoom and return to the slideshow.

- Pause photo

Press the pause button to hold the slideshow.

- Stop slideshow

Press the stop button to end the slideshow and return to the menu you started playback from.

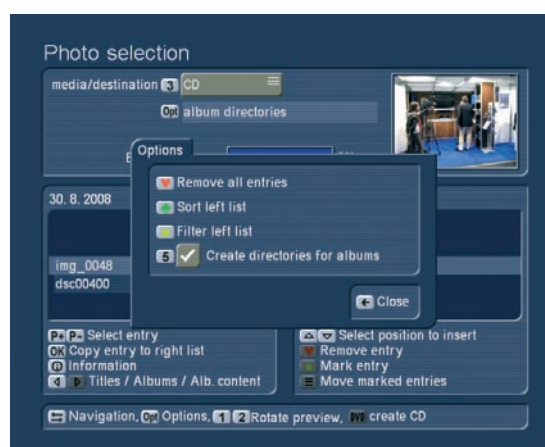
- Remove photos

If, during the slideshow, you decide to remove certain photos, enter the help menu and press the red heart button to tag the unwanted photo for removing. In this fashion, you can continue through all your photos tagging all unwanted images. You can press the red heart button once more to untag the photo again. When the slideshow ends, all tagged images will be moved to the trashcan. You can see the trashcan in the `All al-

bums' view and restore the photos back to the list from there. Make sure to do this soon, as the trashcan items are deleted when the system requires more space.

2.4.4 Creating CD/DVDs with photos

Press the DVD button to enter the menu for creating CD/DVDs with photos. Here, you can assemble a list of images to export to a CD/DVD or a USB device. With this function, you can store your photos, give them to family or friends or hand them to a print service. Operation is basically just like the film archive, so make sure to read chapter 2.2.7. first. One particular difference here is the Options menu that allows you to create folders for albums. In this way, each exported album is stored in a separate folder.

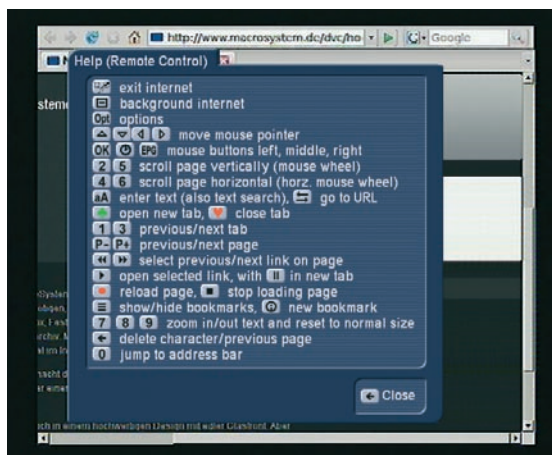


Once you have created a list of your photos that fit onto the selected export medium, press the DVD button to create the CD/DVD. The progress of the export is shown in a bar. An CD-RW or DVD-RW is automatically deleted (after a safety check). A successful burning process ejects the disc tray and you can remove the finished disc.

Note: Note that the tray is closed automatically after a minute if you do not close it manually.

2.5. Internet browser

A special adapted version of the Firefox internet browser gives you access to the internet. Control is handled via the remote control but also using a keyboard and mouse/trackball.



To access the Internet, the Casablanca requires an external router (ISDN or DSL, DHCP capable). Connect to the router or WLAN adapter using an Ethernet cable or via the network in the power circuit. Such components can be purchased along with your Casablanca equipment. A PC is not required. Use the help function to find out about extended functions. The start of the Internet browser may take longer, depending on the network and connection speed. The internet menus are shown on the TV screen you are using for editing. A separate monitor is not required.

Note: The internet browser plays audio only from Flash content. Other play options are currently not supported. Even if the browser suggests to download needed players, the Casablanca system does not support this due to the protection against viruses, downloading data is not possible. This is to protect your film, music and photo archives against hacker attacks and viruses.

2.6 Network

If the Casablanca editor you are using is equipped with an Ethernet connection, it is possible to access public folders on a PC using a router. The protocol required for this is SMB. You can use this feature to copy video, music or show photos on your Casablanca editor or use the Universal Player to play the data without copying the data to your system. To allow for such a connection, you have to make some preparations. You have to make the needed folders on your PC public, so that the Casablanca can access them. Please read the documentation that came with your computer or operating system to find out how to make folders public. When you enter the Network menu on your Casablanca, the system will begin searching for any public folders on your PC.

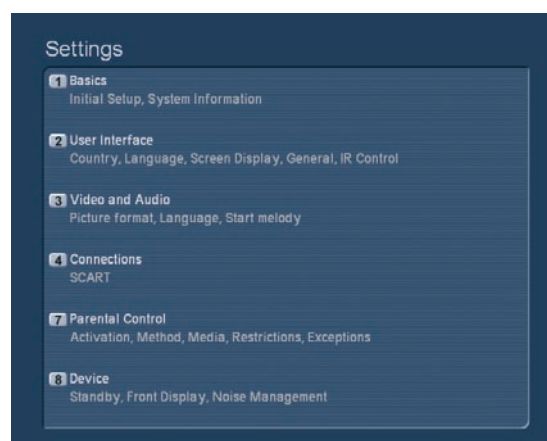
To make it easier to access the folders that are used to communicate with the Casablanca, we recommend that you choose folder names with the same prefix, for example let the folders begin with 'EP_'. You can then set up the public folder search filter to find these folders. Confirm with OK to list all found video and audio folders. The folder structure itself is not shown. Pictures are also not shown directly. Switch to the photo archive to access the images. You can show the files either by pressing Play, or you can press the Record button to import the files to the Media Manager. You can import both video and audio data at the same time. The Casablanca will copy the files to the correct archives. The network is not capable of recognizing the file lengths and hence shows 'unknown'. As soon as you play the file, the length is shown. The quality of playback depends very much on the speed of your network, data rate of the file, resolution and complexity. In some cases, the playback may not be fully fluid. In that case, import the film to your Casablanca to play it directly from the hard-drive. Pictures can be imported from the photo archive. Enter the Import section and choose the Network source. In the Import menu, you can select the images to be copied to your archive. You can improve the network overview by organizing audio, video and photo on your PC.

3 Settings

In the main menu of the Media Manager, press the Settings button to enter this menu. Here, you will find all kinds of different menus, information and various settings.

3.1 Basic settings

The basic settings allow you to read the capacity of the hard-drive and some system information. This includes the software and hardware versions, the DVD/Blu-ray drive version, hard-drive size, memory and serial number of the editor. Exit the system information, press the back/return button.

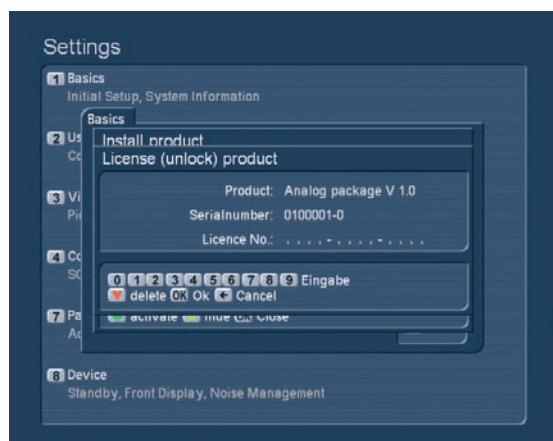


3.1.1 Run initial setup again / Reset all settings

The items '1 First installation' and '2 Reset all settings' are usually not required on Casablanca models, as all such settings are set from Bogart SE.

Make sure to apply changes here only after you have spoken to our hotline.

3.1.2 Install product



Access this function to install and unlock additional software for the Media Manager. More information in chapter 1.1.

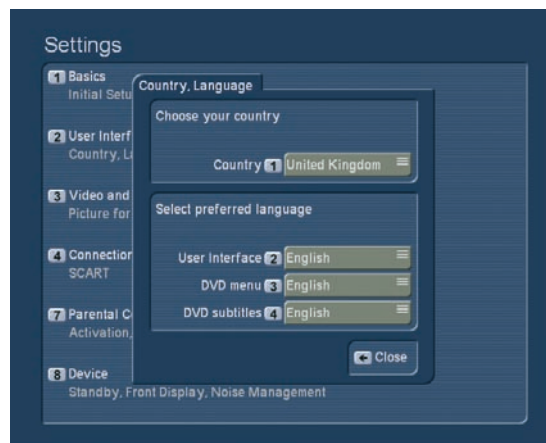
3.1.3 Copy installation DVD

You can copy the installation DVDs in your editor. You can create a backup copy for yourself or give a copy to your Casablanca friends with the Media Manager. Insert the installation DVD and wait until it is recognized. After this, the function '1' for reading the DVD becomes active. Next remove the DVD and insert an empty one. Press '2' to burn the software update. When finished, the loaded software will remain in the system until you load a new installation DVD.

3.2 User interface

3.2.1 Country, language

You can open a country list using the direction buttons and confirm with OK. Next, you can set the language for various sections: The entire system, the DVD menu and the DVD subtitles. Press the button again to close the screen again.



3.2.2 Panels

Open the Panels menu from the User interface screen. Here, you can make settings for screen overlays. The translucency setting is particularly important for Plasma TVs as the overlay menus may 'burn' into the screen after longer inactivity. Press the respective number to move the transparency slider. In addition, you can also switch off the translucency totally (slider to the complete left). If you want to activate the menu again (or show it with the regular value), press any button. On some TVs, the picture may not be shown completely centered, slightly offset. The 'Edit display and size' opens an individual screen for setting up the position of the Media Manager for your TV screen. Press the <2>, <4>, <6> or <8> to activate and move one of the four borders.

The number shown is the coordinate and border selected. Set it up so that the white lines are just visible. The grey area with the white borders is where the menu overlays will be shown. Read the documentation on the screen to make the settings. Press Return to go back to the 'Panels' menu.

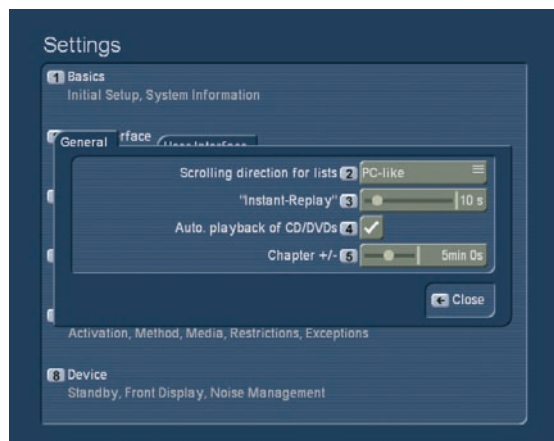
Note: If you are working with two screens, make sure to adjust the screen settings for both screens. The Media Manager saves the positions for both screens separately.

3.2.3 General

Open the function 'General'. You can change the scroll direction of lists when you work with the remote in the Media Manager. Lists often contain a large amount of items, of which you can only see a portion. To see other portions of the list, you have to scroll the list. There are different buttons required for this (see help menu). If you set the scroll method to 'direct', the list scrolls up when you press up. On computers however, the scroll direction is the other way around: You must press in the opposite direction. If you work more often on PCs, you may prefer this mode. If however, you find that you intuitively scroll in the wrong direction, you may well want to switch the scroll method back to 'direct'.

Another function here is slider for 'Replay' (Instant-Replay).

This is the replay for playback of DVDs or archive contents. You can set it to the amount of seconds: The amount determines the length that is repeated when you press the replay button. Confirm with OK. If you want to have a longer sequence repeated than is possible, simply press the replay button multiple times during playback.



In addition, you can activate or deactivate the 'Automatic playback' of a CD/DVD. Whenever you insert a CD or DVD, it will be played right away, no matter which menu you are currently working with.

The buttons for 'Chapter+/-' allow you to set the length for 'skipping' through your recordings. You can set it up between 5 seconds and 10 minutes. For example, if you set it up to 1 minute, you can use the chapter buttons to skip in 1 minute steps (not available in all playback options).

3.2.4 IR Control (remote, optionally available)

For many Casablanca models, there is an optional remote control available. This allows for a more comfortable use of the Media Manager. The remote is particularly useful when you are operating the Casablanca to play DVDs or films from the archive. Contact your Casablanca dealer to find out if the remote is available for your system.

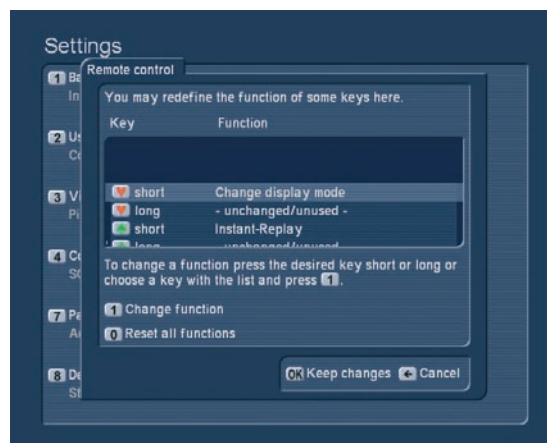
The 'Remote control' menu allows you to define certain buttons on the remote control to have a specific functions. This is applicable to many menus, including playback of films, the DVD player, the main menu, archives). It is important that you do not assign functions to buttons already that already have other functions. If you press the button quickly, it activates a function. Holding the button for a longer time activates another function. To assign a different function to the button, select a particular item from the list and press '1'. Or you choose the button you wish to configure (quick or longer press).

Some examples for useful button configurations:

short press / longer press

Switch subtitles / subtitles on/off

Audio track / video track

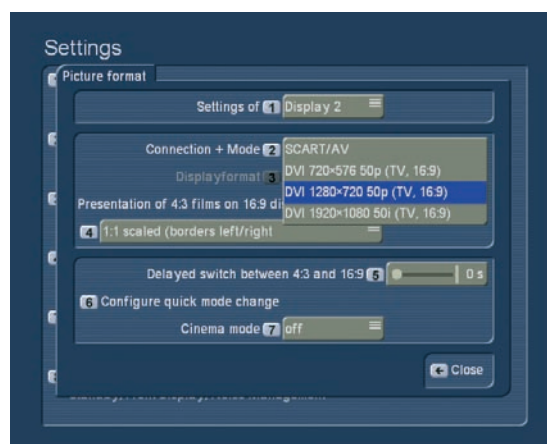


If you decide on a function, press OK so that the selected button configuration is confirmed. To exit the screen, press the 'OK save changes' and close the screen.

3.3 Video and Audio

3.3.1 Picture format

The screen format allows you to set up the screen (or beamer) that you are using with your Casablanca system and which cable you are using. You can also make settings for deviating screen formats. Some Casablanca models may offer separate options for separate picture screens. 'Screen 1' would usually be the TV set. If you are also using a beamer, make sure to make the beamer settings under 'Screen 2'. You can then later switch between both screens back and forth. If you are only using only one screen, use 'Screen 1'. You can also set up the connection and mode for the chosen screen. If you have multiple connection options, choose the connection type for the current screen (TV set, beamer, ...). SCART AV is used for analogue connections, in other words either the SCART connection or an AV connection via the SVHS/YC or CVBS/cinch cables. If you go for the DVI/HDMI modes, the digital connection is activated (with various resolutions).



Note: You can only use either the digital or analogue outputs, not simultaneously. The other output is not activated at the

same time and remains blank. You have to confirm a selection first, before the system switches to the other output. If you do not confirm within 30 seconds, the system reverts back to the previous output. The editor's front display will show you a countdown.

The function 'Format' is used to set up a 4:3 or 16:9 screen format. Older TV sets usually have a 4:3 aspect ratio, newer sets (LCD, Plasma) often already have a 16:9 ratio. When watching a 16:9 film on a 4:3 set, you can set up four different modes for display:

- 1:1 Automatic (borders on top/bottom)

This mode offers the best quality for both 4:3 and 16:9 films and always shows the complete image. To achieve this, it is required that the signal is connected via a full-pin SCART cable, which also supports the 4:3 and 16:9 switch (switched voltage). Newer devices usually support this. You may need to check the manual of your TV set. If 16:9 films are shown with bars at the top and bottom, everything is correct. Just try it out. If the signal is stretched, check your settings and cables. If it doesn't work, you will have to select the following mode '1:1 scaled'.

- 1:1 scaled (borders on top/bottom)

Older 4:3 sets (TVs or beamers) often do not support the true 16:9 format. Even if you connect the system via SCART, the picture may not be shown correctly. In this mode, the Casablanca will always show a 4:3 signal. True 16:9 films will be shown in 4:3. The picture quality in this mode is around a 25% lower amount of lines. This is a Letterbox format, such as the format used by some smaller Pay-TV channels.

- Enlarged (cut off left/right)

Both previous methods have the disadvantage that a 16:9 film only uses a portion of the screen. The top and bottom of the screen is covered with bars. When you activate this mode, the screen is zoomed. The bars disappear and instead, parts are cut off left and right. With some films, the sides of the film may not be that important. Please note that some films originally filmed for the cinema are even wider than 16:9 (Cinemascope, 2,35:1 or similar). Despite the zoom effect, borders may still be visible at the top and bottom of the screen.

- Panorama (left/right compressed)

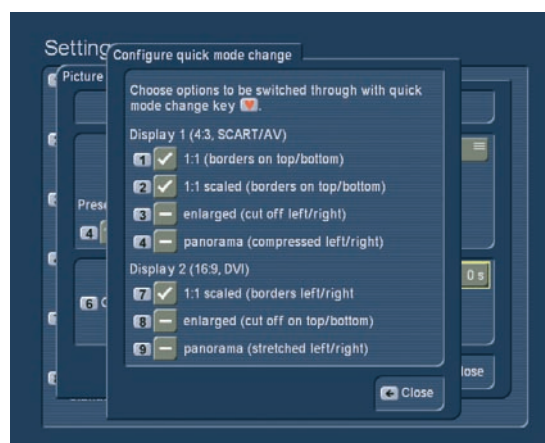
This setting too 'stretches' the image so that the entire screen is filled out. However, the image is not simply cut off at the sides, it remains fully visible. For this purpose, the sides are 'squeezed' to fit. The middle section of the image remains unchanged. Only very busy scenes or scenes with frequent camera pans may pose a slight problem with distorted image portions on the side. You can avoid this by choosing a different mode.

The option 'Delayed switch between 4:3 and 16:9' is only functional when using the SCART/AV connection and 'automatic' display mode.

If you choose a time value larger than 0, the automatic system delays the switch from a 4:3 to 16:9 image (and vice versa) by that time. This way, TVs do not have to constantly switch between 4:3 and 16:9 display. Some TV sets may flicker and display wrong information during this time, but it's not harmful.

The function 'Configure quick mode change' is only for use with the optional remote control. As you can't always use the above described method to quickly switch between display modes, you can use this function to configure the remote to handle the job. The screen shows the chosen display method and all available display modes. In fact, it shows both screen outputs. Click the boxes for each mode you wish to use with the remote. Now, each time you can use the more to switch through all the ticked display modes. For example: If you activate both 'Screen 1' and 'Screen 2' boxes, you can use the remote to switch between all the modes available for both screen outputs. This can be very useful if you are using a TV with both SCART/AV and DVI connection to your editor.

Switching display modes during playback



When you first press the programmed button on the remote (e.g. the red heart symbol), the current mode will be shown in the top right corner. It does not yet switch to another mode. You can use this to check the status of the current mode. Press again to switch to the next activated display mode. The screen will switch after a short while, not immediately. If you quickly press again, you will skip this mode and move on to the next. You can press OK to speed up the process. Press 'Return' to cancel.

Cinema mode

This has an influence on the DVI/HDMI output, not on the SCART/AV connection. It is to be used for some films, created specifically for the cinemas, not for TV recordings. The option optimizes the HD signal. The 'Automatic' option allows the system to find the best setting itself. Sometimes, the required information is not available, so that the 'automatic' feature may select the wrong setting. If you are unsure or if you notice picture artefacts (in particular when watching a TV film with the Cinema mode), simply deactivate the Movie mode.

You can set up the audio offset range if your TV set requires more time for audio than your audio receiver. Simply try out different values to find the best for your needs.

3.3.3. Start melody

Activate or deactivate the melody that is played when the system (Media Manager) starts. You can also define the correction volume. 0dB is the current volume.

3.4 Connections

Depending on the device used, this is where you decide on the format for the top SCART connection (TV): Activate either CVBS+RGB or YC. You can also set up the bottom SCART connection (Video). Make sure to choose the right setting to avoid a monochrome image. If you can't see the picture or if the image is shown incorrectly, the system will return to the previous mode after 10 seconds.

3.5 Parental Control

There are three options: 'Youth protection off', 'Youth protection active' and 'Lock all functions'. Use 'Safety method' to set up the youth protection key. Press the respective number button to choose 'Enter/change Parental Control PIN', 'Use Parental Control PIN', 'Use dongle' and 'Register/change dongle'. At the time of writing this manual, there are only 2 available options: 1) Fully locking the device once you power down the system from the Media Manager. Press 2) Options - allowed media - Archives and Change Settings to lock certain Media Manager settings. Also: You can lock the front ON/OFF button. Note: Powering the unit up is then only possible using the remote control.

3.6 Device

Here, you can set up the 'Power Saving' mode. Deactivate it completely ('Never'), so that the device is not powered down completely. This has the advantage that the unit starts up faster. You can also set up the display brightness modes for standby or in use. If you set up both display and power saving to 'immediately', the Casablanca will go into standby mode right away when switched off. Please note that some units may not have a 0-Watts standby operation. This also only works after a device has been connected to the power line for at least a day. In 0-Watts use, the display does not show the time. In addition, you can also reduce the „noise management“ noise by changing the setting in 'DVD/Blu-ray drive'.

