

Creating videos

Using the Splice app

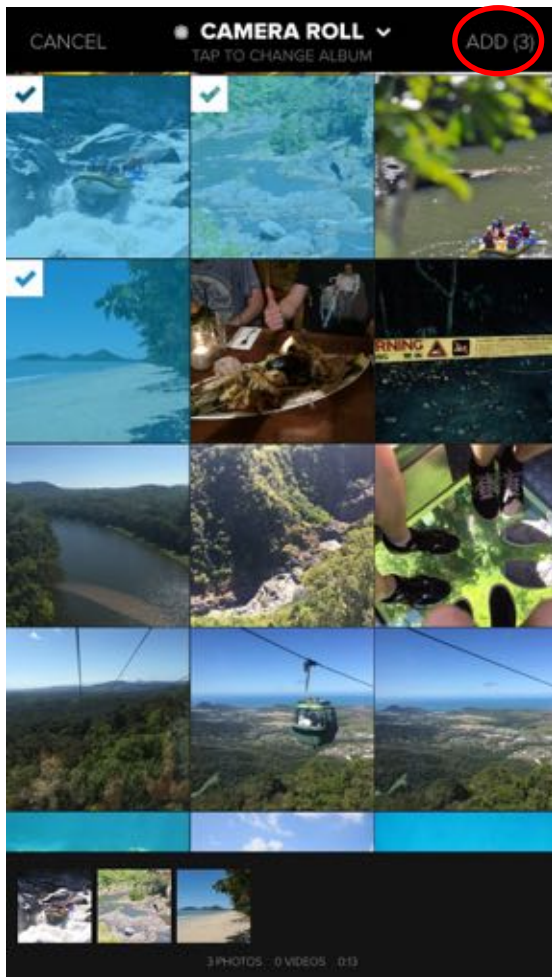
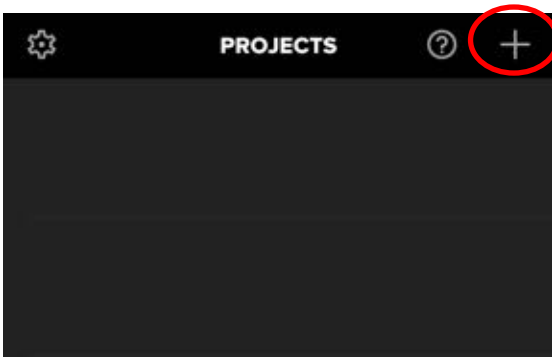


This guide will go through the basics of the splice app and how to create a promotional video.

Search and download the "splice app" through the app store



Once downloaded, open the app, the below screen should appear. To start a new video click the plus icon as circled.

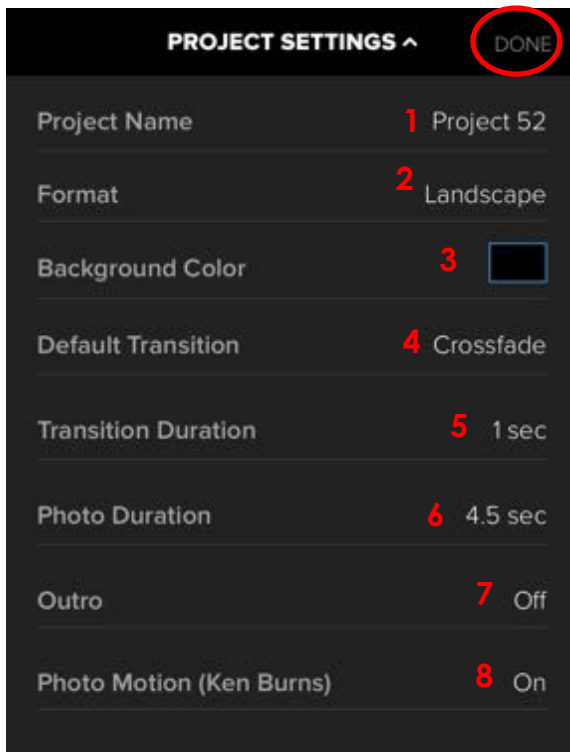


Select the video clips and or images you wish to add to your video.

Please remember to record all video's and take pictures in landscape format.

To proceed click add as circled.

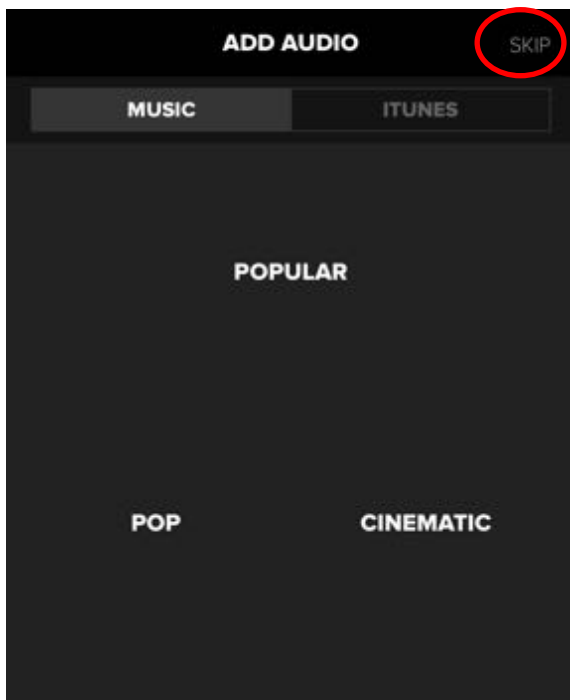
The next screen will bring up your video's settings. These can be changed as you edit your video.



On the settings screen you can:

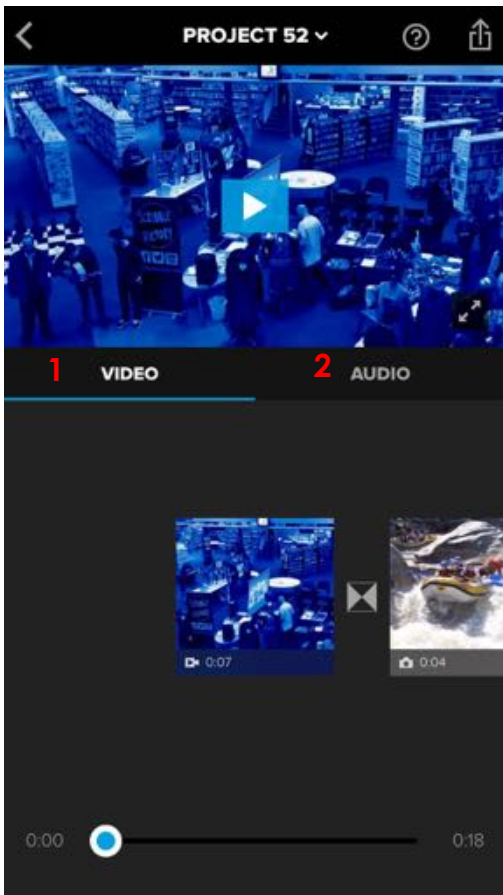
1. Change the name of your project
2. Change the format (this should always be set to landscape)
3. Background colour
4. Transition style
5. Transition duration
6. Picture duration
7. Outro (select off)
8. Photo motion, allowing you to zoom in and out, Also adding motion across your added pictures.

Once you have selected your preferences, please select "done" as circled to proceed.



The next screen will allow you to add sample music to your video.

You can select skip as circled at this time, as you can add music during editing.

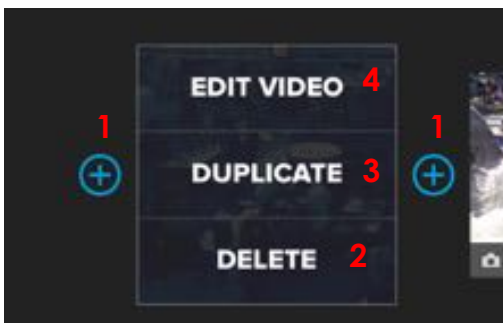


You are now on the main editing screen.



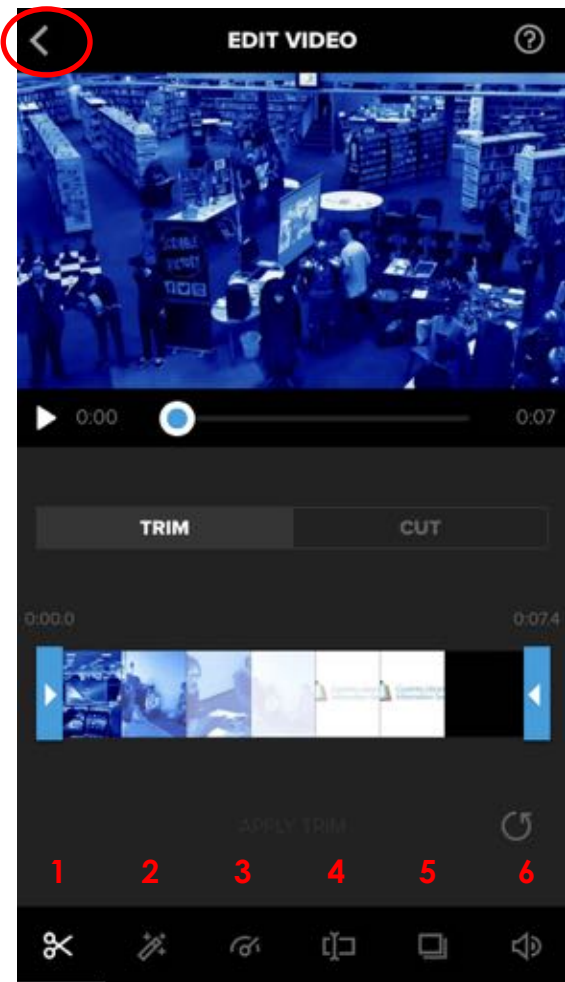
1. in video, you can, trim, duplicate, delete and remove audio on videos and edit images.
2. In audio you can record and add voice overs, add background music and adjust their sound levels.

To edit an image or video click on it's tile and the below menu will appear over it.



This will allow you to:

1. insert extra videos or images.
2. Delete the video/image
3. Duplicate the video/image
4. Edit video

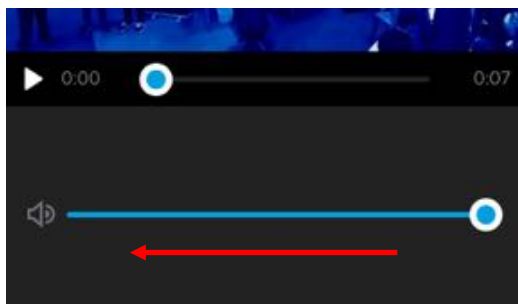


When editing, you can:

1. Trim and cut the video clip
2. Add filters
3. Speed up or slow down the video clip
4. Add text and captions
5. Add motion, zoom in and out
6. Adjust sound levels.

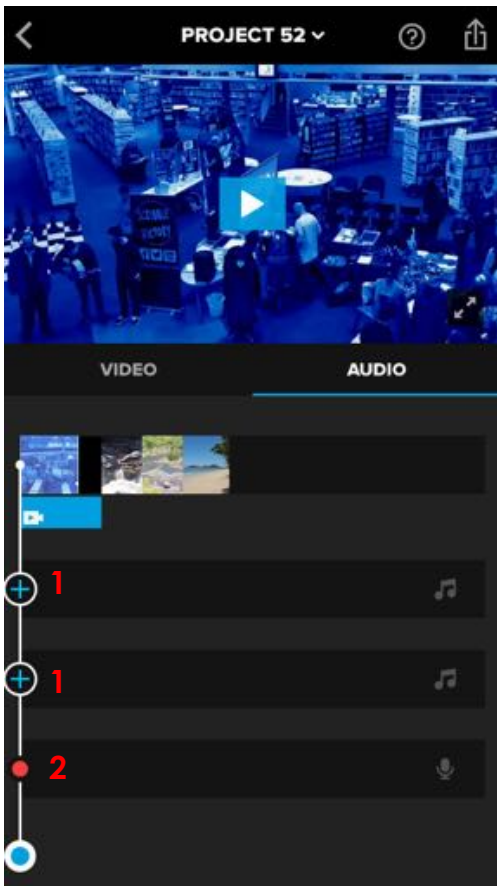


Adjusting sound levels is ideal when adding background music or voice overs.



Slide the sound bar to the left, to mute the sound from the video clip you have selected.

To go back to the main editing screen, select the back arrow in the top left hand corner as circled.

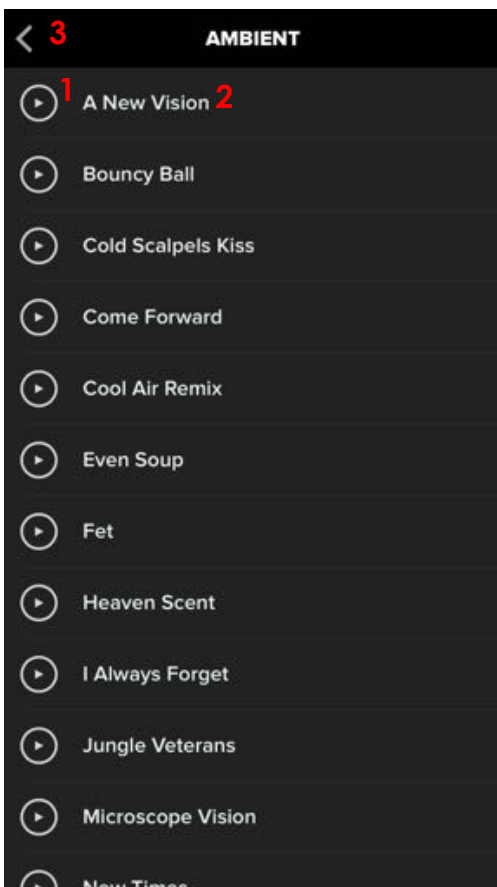


When in the Audio tab you can:

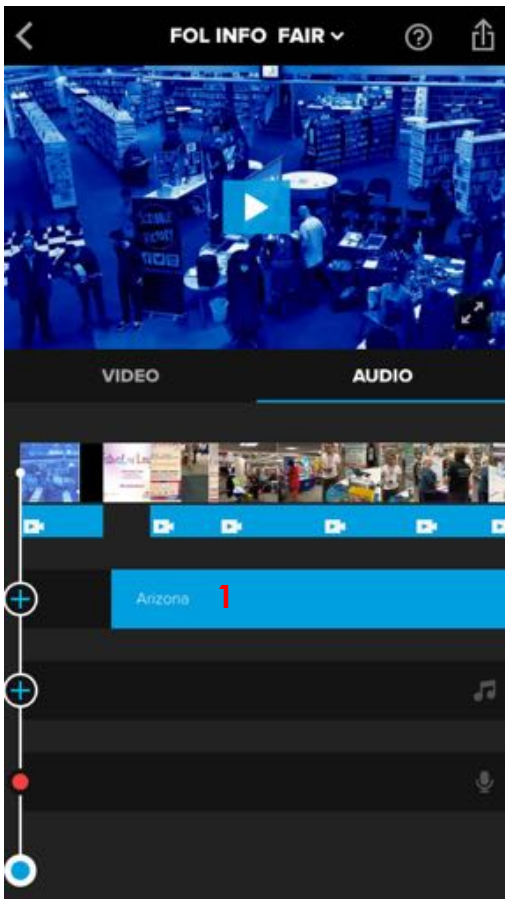


1. Add background music.
2. Add voice over (once selected the timer will count down from 3 and begin recording.)

When adding audio, you will be taken to genre menu, this example is from the ambient genre.



1. You can preview each audio clip by selecting the "play button" by each title.
2. To add a audio clip, select its title.
3. Select the "back arrow" to go back to the genre menu.

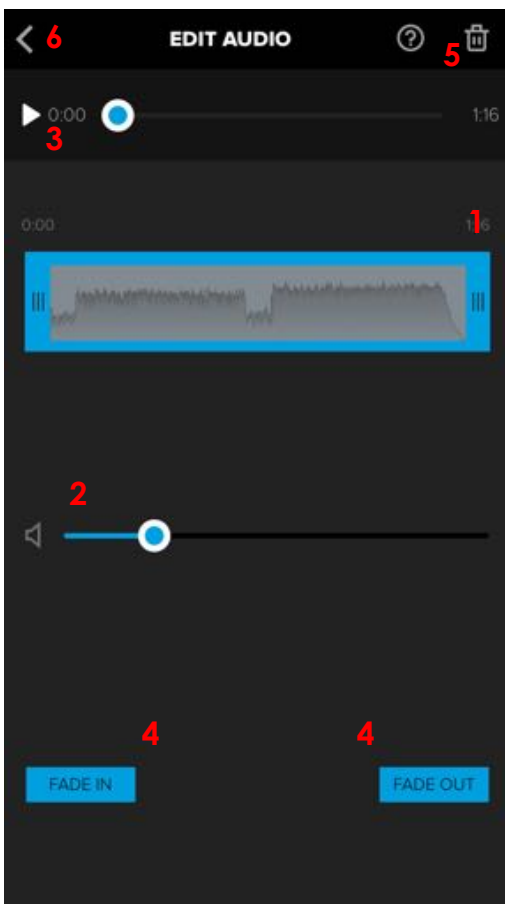


Any voice over or background music can be edited.



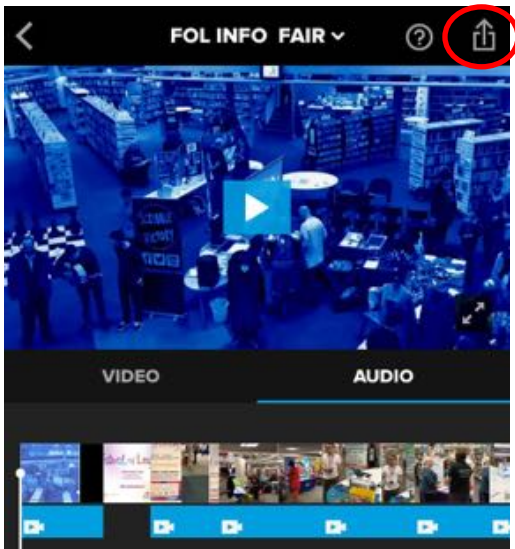
1. simply select the block you wish to edit.

You can add as many voice over's and background music clips as you like.

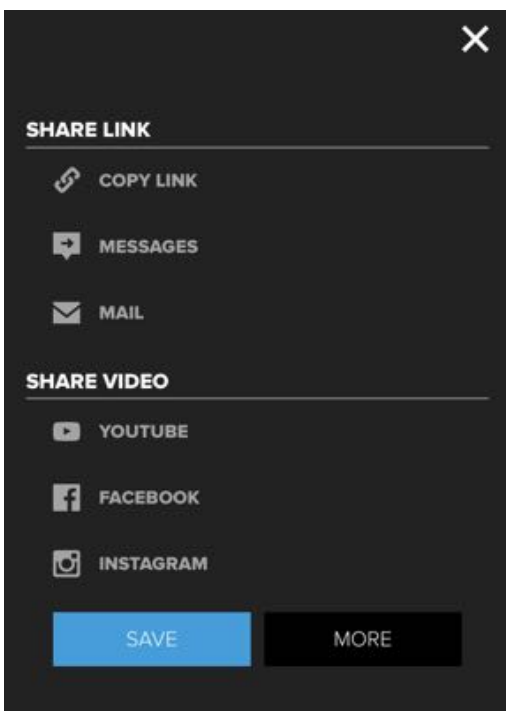


When editing audio clips you can:

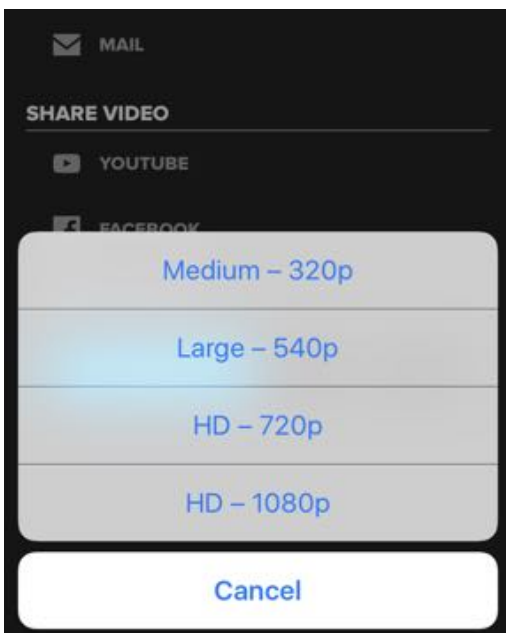
1. trim the voice over or music clip
2. Adjust the sound level
3. Listen to the edited music clip or voice over as you edit
4. Fade in and out the music clip or voice over
5. Delete the music clip or voice over all together
6. Or go back to the editing screen by selecting the "back arrow"



Once you have finished editing your video, you can save it straight to your device by selecting the upload icon as circled.



You can now share the video through various platforms. It is recommended to save the video first to your device by selecting "save".



You can also select the resolution for your video.

The video will now be saved to your “Camera roll.”



Next steps

You can transfer the video to a works Computer or Laptop, via a USB cable and share it with work colleagues through shared drives or various cloud services. (OneDrive or Google cloud)

Or Upload the video to your authorities Youtube channel and embed the video onto your authorities website.

Or even share the video through your authorities social media channels.