

EDITING THE DOCUMENTARY

- **IMPORT / ORGANIZE MEDIA**
 - Create a BACKUP for all your media
 - Transfer media from external storage (SD card) to internal hard drive
 - Create folders for ALL media and maintain a clear system of organization
- **LOG / CODE FOOTAGE**
 - Watch EVERY second of EVERY clip
 - Keep a “footage log” (print / digital) of everything
 - Code your media for themes, keywords, images, subjects, etc.
 - Always be searching for the connecting material
- **SELECT MEDIA**
 - Identify SPECIFIC points in your media that matter
 - Add these clips to the timeline / project / etc.
 - Identify MUSIC that fits the mood / feel of your film
 - Add to the timeline / project / etc.
 - Listen to music as you develop out your idea
 - Identify ARCHIVE / SUPPORT media
 - Add to the timeline / project / etc.
- **CUT, SCREEN, REPEAT**
 - Juxtapose images together, see what happens...
 - Create a rough cut and show to people, get feedback, and repeat...
 - REMEMBER – “When in doubt, cut it out”
 - REMEMBER – “Less is more...”
 - REMEMBER – “Respect the audience”
- **EXPORT**
 - Ensure all parts of the timeline are included.
 - Be sure to WATCH your exported media multiple times before submitting