



# Continuing Education

## St. Louis County and Municipal Police Academy

### ◀ Program Announcement ▶

---

---

## EDITING DIGITAL VIDEO

---

---

Producing a professional-looking video used to be an expensive and time-consuming process. Now, with digital video cameras and PC-based video editing software, the price of the game has gone down dramatically. And while it still takes a bit of skill and some time to do video editing, it is much simpler than it used to be with the tools that are available on most newer office and home computers.



This class is designed to introduce the new user to the video capabilities built into *Windows XP* and the free downloadable *Microsoft Movie Maker 2*. Academy staff instructors will introduce the participants to the basics of video capture, to the basic editing tools available in *Movie Maker 2*, the various transitions and titling options available, and to the formats available for saving the finished product. There will be hands-on experience using the program to:

- Capture digital video from the participant's digital video camera
- Edit the video footage into a finished form
- Save the video into a form useable in PowerPoint or other presentation
- Add transitions and special effects to enhance the raw video footage
- Add graphics and titles to the video

In addition, the instructors will demonstrate how the digital camera can be used to capture video from VHS tapes, and how the finished project can be burned to DVD or VideoCD for playback in computers and DVD players.

Participants will come to the class with digital video shot before the class and will leave with a finished video production.

**Session:** One & Two  
**Date(s):** March 23, 2009 and August 3, 2009  
**Time:** 8:00 a.m. - 12:00 noon  
**Place:** St. Louis County and Municipal Police Academy  
1266 Sutter Avenue  
Wellston, MO 63133-1934

**Participants will need to bring a digital video camera with IEEE 1394 Firewire or USB 2 output, with the AC power supply, driver disk and video connection cable. They will need approximately five (and no more than ten) minutes of raw video footage, shot before class, that they can edit in class. Call 314-889-8600 for more information regarding these requirements.**

**WHO SHOULD ATTEND:** Commissioned and non-commissioned personnel involved in producing video and/or training programs.

ATTENDANCE IS LIMITED TO 10 PARTICIPANTS

To reserve your seat, please mail or fax your Continuing Education Registration Form to be received by 1 week prior to class start date. Reservations will be taken from non-tuition paying departments at a cost of \$25 per seat, and will be placed on standby. Standby seats will be notified if their reservation is accepted, depending upon seat availability. Non-tuition paying departments will be invoiced, whether or not the seat is used, after acceptance of standby notice.

**PLEASE USE THE REGISTRATION FORM ON THE BACK**



# Continuing Education

## St. Louis County and Municipal Police Academy

### < Registration Form >

**PROGRAM:** EDITING DIGITAL VIDEO - **Session:** One and Two

**TRAINING DATE(S):** March 23, 2009 and August 3, 2009

*Please circle date or indicate date by registrant(s) name*

**TRAINING TIMES:** 8:00 a.m. - 12:00 noon

**TRAINING LOCATION:** St. Louis County and Municipal Police Academy  
1266 Sutter Avenue  
Wellston, MO 63133-1934

**INITIAL SEATS PER DEPT:** One - all others standby. Prioritize names on list below. (1) will be registered first, then (2), etc. Please use this form to register employees for the above listed program only. Return the form to arrive at the C.M.P.A. by 1 week prior to class start date. All forms must be submitted through the appropriate department training officer. No individual registrations will be accepted. Check your department procedures. *Please note request for employee's email address.*

(PLEASE TYPE OR PRINT CLEARLY)

PRIORITY

1. NAME: \_\_\_\_\_ DSN: \_\_\_\_\_

RANK: \_\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ EMPLOYEE'S EMAIL: \_\_\_\_\_

2. NAME: \_\_\_\_\_ DSN: \_\_\_\_\_

RANK: \_\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ EMPLOYEE'S EMAIL: \_\_\_\_\_

3. NAME: \_\_\_\_\_ DSN: \_\_\_\_\_

RANK: \_\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ EMPLOYEE'S EMAIL: \_\_\_\_\_

4. NAME: \_\_\_\_\_ DSN: \_\_\_\_\_

RANK: \_\_\_\_\_ SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ EMPLOYEE'S EMAIL: \_\_\_\_\_

Authorized Training Registrar: \_\_\_\_\_  
(must sign here)

Print or type Registrar's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Department: \_\_\_\_\_ Phone: \_\_\_\_\_ - \_\_\_\_\_

<b>Registrar Return:</b>	<b>By Mail:</b>	St. Louis County and Municipal Police Academy Continuing Education / Registration 1266 Sutter Avenue Wellston, MO 63133-1934	<b>By FAX: 314-863-2317</b>
			<b>Questions call: 314-889-8600</b>