USING A LINEAR EDIT SUITE (Panasonic)	
1 5 6	
FOLLOW THESE SIX EASY STEPS EACH TIME YOU WANT TO MAKE AN EDIT	
	Before you start you need to rewind your SOURCE tape and reset the counter. Not doing this will mean that your log sheet will be useless. You must also lay down some CONTROL TRACK on to your MASTER tape by recording a black screen for slightly longer than the entire duration of the video.
1	Choose the editing mode - Select whether you want the clip to have VIDEO (blue) or AUDIO 1/2 (green) or both. There are two audio tracks so that you can leave one blank for putting music or sound effects on later. <u>NB:</u> If you have not put any CONTROL TRACK on to your MASTER tape you will have to use ASSEMBLE (yellow). This is not advisable as it can cause problems later on.
2	Mark In on the Recorder - Press the RECORDER control and find the exact place on your MASTER tape where you want the clip to start (20 seconds from the start of the tape for the first edit or where you want the previous shot to end). Then hold down the IN button whilst pressing ENTER .
3	Mark In on the Player - Press the PLAYER control and find the exact place on your SOURCE tape where the clip you want to use starts (the timecode should be on your log sheet). Then hold down the IN button whilst pressing ENTER .
4	Mark Out on the Player - Press the PLAYER control and find the exact place on your SOURCE tape where the clip you want to use ends (the timecode should be on your log sheet). Then hold down the OUT button whilst pressing ENTER .
5	Preview the clip - Turn the volume down on the SOURCE tape monitor and press PREVIEW to watch what the edit will look like. If you are not happy with it you can repeat steps 2 , 3 , 4 and 5 as many times as you need to.
6	Edit the clip - When you are happy with the preview press EDIT START to perform the edit and return to step 1 .