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Calendar/Timeline

If you have never made a movie before, here's a tip: it almost always takes two to three times longer than you expect. Map out your project and set up deadlines for yourself. Editing your film will take much longer than actually shooting your movie. Here is a suggested timeline for creating your movie.

Thursday, April 9

- Check out your equipment at the Student Technology Center in Haggard Hall 121

Friday, April 10

- Get together with your team and find out what positions everyone is interested in (writing, directing, acting, editing, etc.).
- Brainstorm movie ideas.
- Write a script.
- Check out your equipment at the Student Technology Center between 8 a.m. and 8 p.m.
- Get ready to shoot your movie by looking through this manual and testing the equipment.
- Editors should look at the iMovie tutorial at www.mac.com/findouthow/movies

Saturday, April 11-12

- Shoot your movie.
- Editors should start editing as soon as footage becomes available.
- If you are going to compose your own music using GarageBand, have someone start working on that.

Monday, April 13

- Edit your movie.

Tuesday, April 14

- Complete your movie.
- If you are sharing a camera with other teams, make arrangements for the camera to be returned.

Wednesday, April 15

- Return your equipment to the Student Technology Center

Copyright law

The law

United States copyright law says that any creative work is the sole property of the creator and is automatically protected by federal law at the time of creation. Such work may not be reproduced by others without permission from the creator or the person they have transferred copyright ownership to.

How this affects your movie

According to this law, you can not use any music in your movie for which you do not have documented permission from the copyright holder or if you are not the creator/copyright holder.

It is the decision of the team members to abide by this law or not. If you choose to use protected music without permission, the liability falls upon your team and not the iMoviefest staff. Your movie will also be disqualified from judging and will not be shown on Premiere Night.

The iMoviefest staff has chosen to obey the United States copyright law and will not be able to show your movie on Premiere Night, display it on the Web site, or otherwise show it in any way if it contains protected material that you can not provide documented permission for.

Music Alternatives

GarageBand

GarageBand is a music creation application by Apple and is available on your MacBook. You can use this program as a personal recording studio to create your own music. Whether you have had experience creating music or not, GarageBand is an easy and great way to create an original soundtrack for your movie. Since you will be the author and creator of the song, you can do whatever you want with it.

The most useful feature of GarageBand is that you don't have to play any instruments. There are over 1,000 pre-recorded loops, which includes a multitude of instruments so you can put together a song. Start with some drums, add a guitar riff and record your own vocals. The newest version of GarageBand also includes over 1,500 prerecorded professional voices, so don't sweat it if you can't hold a note.

See page 13 for more information on how to use GarageBand.

Local music

Network with a local band to add a unique track to your movie. This is a great way to check out your local music scene and give the artists free promotion. You can start with an open mic night at the Underground Coffeehouse, or check out other numerous venues downtown.

Online Music

On the Web you can find sites that provide free music downloads, but that doesn't mean you have permission to use the music for your movie. Most of these sites provide the music strictly for personal listening, but are still protected under copyright law from making "derivative works". Make sure the artist(s) grant you permission to use their work according to their "Terms of Use".

There are also sites that provide some free material and grant use of it for events such as iMoviefest. Look for a page or link called "Terms of Use" to find out what you can do with the music from the site. Permissions from the authors will often be written there.

If you use music from a site that grants permission on a "Terms of Use" page, crediting the site in your movie is sufficient documentation that you have their permission.

Suggested Sites

To get you started, here are a few sites that provide either licensed music or some kind of connection to the artist so you can e-mail them and ask for

permission. Remember to check the terms of use or license page to see what you can do with the music.

Pristine Audio

www.pristineaudio.co.uk/Downloads.html

Provides some free downloadable tracks that are copyright free. The files are restored copies of vintage recordings. If you're looking for an authentic old-time sound, start here.

Creative Commons

www.creativecommons.org

A nonprofit organization that allows the use of copyrighted material for certain purposes. Easy to navigate and find music with the search engine and directory provided.

3hive

www.3hive.com

This site provides links to free downloadable MP3s from independent labels and artists. Terms of use still need to be obtained from the artists though.

Freeplay Music

www.freeplaymusic.com

Freeplay Music is a comprehensive collection of High End Broadcast production music spanning all the popular musical genres.

Freeloops.com

www.freeloops.com

Download professionally recorded instrument loops for free here, if you can't find what you're looking for in GarageBand.

Be Creative

Sing, beatbox, whistle, hum, or bang some pots and pans. The more creative you are, the more original your movie will be.

*"Music is your own experience, your thoughts, your wisdom.
If you don't live it, it won't come out of your horn" - Charlie Parker*

Rules and Guidelines

We're not fond of placing limits on what you can and can't do as part of iMovieFest, but we have identified a few rules that we think are important. Some are necessary to make sure we can show your movie. Others are designed to create a fun, competitive environment. Still, even with these rules we think you will find that you have quite a lot of freedom to create a truly great movie. Best of luck to you.

1. Your movie may not contain material protected by copyright law unless you have obtained permission from the copyright holder and provide a copy of the permission to iMovieFest crew. Failure to do so will prevent us from being able to show your movie at Premiere Night, post it on the Web, etc. See the music section for information and tips regarding music in your film.]
2. You may not begin creating your movie prior to Friday, April 10th, 2009 other than to think of ideas your team could use for the movie. Some people don't sign up until the last minute and if your team has already chosen an idea and started filming it before they joined it can be really boring for them.
3. Your movie must be submitted on Wednesday, April 15, 2009, by 4 p.m. in the Student Technology Center. See your team manual for details on how to submit your movie.
4. Each residence hall floor (or stack, depending on where you live) is an iMovieFest team. Each team may only submit one movie. In other words, you must work with the other students living on your floor (or in your stack, again, depending on where you live) to make a movie.
5. iMovieFest is only open to students living on-campus in the residence halls. Our goal is not to host a general campus film festival. iMovieFest is about meeting people you live with that you might not have otherwise talked to, making a movie as a floor and pitting it against all the other floors on campus in a fantastic fight to the death. Sort of. (Not that last part).
6. Your movie may not be longer than five minutes including credits.
7. Your movie may be edited only in iMovie using original footage shot by your team (in other words, your team must have filmed it as part of iMovieFest). This keeps everyone on a level playing field.
8. All work on your movie must be performed by members of your team. You may not employ the skills of people outside of your team in creating your movie, though it is ok for people outside of your team to be actors in the movie. (In other words, don't take advantage of your brother who is a professional editor and could make your movie a candidate for an Oscar.

Also, don't sign up as representing your floor and then make the movie with all your off-campus buddies.)

9. Your movie may be about anything you want but may not contain inappropriate content. Exercise your own judgment and avoid material that others may find offensive such as profanity, nudity, racism, etc. If you are hesitant about your content contact iMovieFest project coordinators at imoviefest@restek.wvu.edu.
10. Guns or fake guns are not allowed on campus. If you are planning using fake guns as props, you must contact University Police at 360.650.3555 and negotiate the conditions of use, which may include posting of signs and coordinating your activities with university police officers. This is for your safety as well as the safety and well-being of others in the area.

Judging Criteria

A panel of independent judges will be scoring your iMovie on a scale from 1-5 for each of the following 5 categories:

Cinematography:

Use of photography in your movie.

ex: use of angles in a shot, lighting, alignment of shot in relation to action

Editing:

Preparation for presentation by cutting, splicing, dubbing and rearranging

ex: transitions, order of shots, introduction of effects such as slow motion

Originality:

Display of originality, ingenuity, and creativity in any aspect of your movie.

ex: interesting themes, variation on old plots, costumes

Sound:

The auditory material that is recorded.

ex: music, dubbing, sound effects, use of silence

Judge's Discretion (out of 10 points)

This is the judge's chance to give the movie points based on overall impressions, regardless of technique.

How to submit your movie

The deadline to submit your movie is Wednesday, April 15, to the Student Technology Center located in Haggard Hall 121. iMoviefest staff will be available to assist checking in your equipment and collecting your movie between 8 a.m. to 8 p.m.

Before you submit your movie, don't forget to...

SAVE! SAVE! SAVE!

Make sure everything that you've imported to create your movie is still in the original location. Otherwise, we won't be able to burn your movie to a DVD properly. Make sure your final rendered version is located in the FINAL MOVIE folder. This can be located at Macintosh Harddrive:/Users/TEAM NAME/desktop/iMoviefest/FINALMOVIE.

Complete the submission form

Bring your completed form (located in the documentation folder) with you to the equipment check-in.

About your equipment

Here are a few interesting and helpful facts about the equipment you are using.

MacBook

Your team's MacBook has an Airport card in it, making it possible for you to carry the MacBook around campus and connect to the Internet through Western's wireless network. When you're in range of a wireless network, just click on the icon that looks like four radio waves in the upper-right corner of the screen. From there you can select a wireless network to join.

If you leave your MacBook on but don't use it for an extended period of time or if you close the lid while it is on, your MacBook will go to sleep. Sleep is a low-power mode. If you see a pulsing light on the front of your MacBook near the latch, it's sleeping. To wake it up, open the lid or press any key. You will pick up right where you left off. Putting your MacBook to sleep when you're not using it and waking it back up is much faster than shutting it down and starting your MacBook back up.

If you're not a fan of laptop track pads, you have the option to plug a USB mouse into your MacBook and use it. You'll even be able to use the right mouse button.

Software

There is a log of software on your MacBook. Here's a description of some applications you might want to use:

- iPhoto - Import, organize, edit and share digital photos. If you have a digital still camera and you want to use photos in your movie, import from into iPhoto. You can then access your photos directly from iMovie. You could also use iPhoto's editing abilities to touch up your photo before you put it in your movie.
- iMovie - Import video from your video camera, add titles, transitions, voiceovers, photos, music, etc. You'll be using this to edit your movie.
- GarageBand - Perform, record and create music whether you have musical abilities or not. Great way to create your own movie soundtrack and avoid those annoying copyright laws.
- Safari - A web browser.
- iCal - A calendar application that can share calendars over the Internet. It is already subscribed to the official iMoviefest calendar so you can check important iMoviefest deadlines.
- Pages - A word processor with style.

Camera

Your camera will come with a cable to connect it to your MacBook, a power adapter, and a DV tape. For assistance using your camera, contact the Student Tech Center.

Getting started with editing

The first thing you will want to do is get the video from your camera into iMovie where you can edit it. iMovie 2009 is the main program you will use to edit your movie. You can open iMovie by clicking its icon in the dock at the bottom of your screen.

Instructions for using iMovie 2009 can be found in the documentation folder within the iMoviefest folder on the desktop. Where you save your documents when editing is pertinent to your final output, so make sure you follow the following instructions for saving your files.

Remember, the Student Technology Center is a great resource if you get stuck.

1. The most important thing to remember is to make sure you save and correctly label your final project. The final movie should be labeled, "HALLFLOORSTACKfinal". Example: "birnamwoodstack3final.avi"
2. Import any music or sound clips you plan on using in the "sound clips" folder. This will make it easier for you to search for your materials when editing the movie.
3. When you import your movie, make sure it is saved to an appropriate folder. Our suggestion is to follow the Users/iMoviefest/Desktop/iMoviefestbirnamwoodstack3/raw footage.
4. Once you have your final movie ready to be saved, make sure you save it in the "final movie" folder within the iMoviefest folder.

Please note: If you do not save your final movie in the correct folder, we cannot guarantee that your final version will go through judging!

About GarageBand

GarageBand is like a complete recording studio that can be used by the musically-inclined or the completely inexperienced. It's a great way to create an original soundtrack for your movie. And since you're the author, you can do whatever you want with your song.

If you play the guitar, plug in your guitar using a mono 1/4 inch phono to stereo 1/8 inch mini phono cable and use one of GarageBand's several guitar amps to record a song.

If you play another instrument you might be able to plug it into your MacBook and record some notes. The best thing about GarageBand is that if you don't play any instruments, you can work with any of over 1,500 prerecorded loops to put together a song.

Learning how to use GarageBand

There are two good places to get a quick tutorial on GarageBand:

- 1) Online at the .Mac Learning Center you will be walked through the process of creating a song using the built-in instrument loops. The tutorial uses several movies so you can actually see how to build your song and learn the basics of music composition.
- 2) In GarageBand's built-in help. Open up GarageBand and choose "GarageBand Help" from the "Help" menu. Click on "Learn About GarageBand." Both the "overview" and "getting started" sections are helpful.

How to get help

Take the tutorials on Apple's website

You can find the tutorials at www.apple.com/findouthow. The tutorials will give you a basic overview of iMovie, GarageBand and help you get started with each one. The dock at the bottom of the screen will have the applications you need for iMoviefest, including an application that connects you to a help menu (It looks like a coiled spring).

Consult built-in help

Apple's iLife applications have built-in help. You can access this by opening the "Help" menu from the application you have a question about.

Ask the Student Technology Center

Try asking the Student Technology Center if the tutorials or built-in help does not work. They will be providing official iMoviefest technical support during the event. You can contact the Student Tech Center at x4300 or in person in Haggard Hall 121. The office is open Monday through Thursday 8 a.m. - 8 p.m.; Friday 8 a.m. - 4 p.m.; and Sunday 4 p.m. - 8 p.m.

Event Questions

For questions about iMoviefest itself - what you can or can't do in your movie, where to turn in your equipment, and other similar questions, consult this manual or e-mail iMoviefest coordinators at imoviefest@restek.wvu.edu.

Check the Web site

We will be updating the website with news and answers to frequently asked questions.

imoviefest.restek.wvu.edu