Beginners Guide to Adobe Premiere Pro
Adobe Premiere Pro TOOL Cheat Sheet #1:
The basics of where things are in your Premiere Pro Project.

SOURCE PANE:
This is the video pane that shows your original source video, or the clip you are looking at from either your asset bin or the timeline. (If you double click the clip). Here is where you can set “in” and “out” points too.

VIDEO TRACKS:
Where you drop your video or image files. Titles also go here, and they would sit on a “track” above the clip you want them to be over.

NOTE: The top track always “covers” the lower tracks, unless you do something with the opacity.

PROGRAM PANE:
This is where you view what is in your timeline as you build your sequence.

TIMELINE:
This is where you drag and drop your media to actually build a sequence.

AUDIO TRACKS:
These are your audio tracks, where audio clips(attached to video), music and sound fx are dropped.

Using the dropdown arrow on the left, you can “expand” the track to see waveforms.

PROJECT ASSET PANE:
This is where you amass your assets. Video clips, images, audio clips, sound fx etc. From here you can open them in your SOURCE PANE to view or drag directly into your timeline.

A good idea is to make BINS to store similar file types. This is also where you will see your sequences and titles, every kind of asset you bring into your project to use.

GETTING STARTED:
When you create and open a new project, your Adobe Premiere Pro project will look like this...a blank canvas. As you begin to bring in your assets, you will begin to see a project screen that looks more like the one to the right.

SOURCE PANE:
This is where you view what is in your timeline as you build your sequence.

TIMELINE:
This is where you drag and drop your media to actually build a sequence.

AUDIO TRACKS:
These are your audio tracks, where audio clips(attached to video), music and sound fx are dropped.

Using the dropdown arrow on the left, you can “expand” the track to see waveforms.
Adobe Premiere Pro TOOL Cheat Sheet #2:
The what, why and how of using BASIC tools in Premiere Pro.

TIP:
Remember that when you bring a video clip that has audio, into your timeline, the video and audio will be linked. That means what you do to one affects the other. This is helpful so the audio and video don’t fall out of synch.

While there are many tools you can use in Premiere Pro, in the beginning, using just 2 basic tools will get you started:
1) The ARROW tool is used to select any piece of media you want to effect [change] or move.
2) The BLADE tool is what you use to make a cut in your media.

1) ARROW:
Select the ARROW and then click on the piece of media you want. Now you can drag it, move it up or down on the timeline, change the volume, and by double clicking it, open it in your source pane.

2) BLADE:
For example, you have a video clip in your timeline and want to “trim” it or cut a piece out. Select the BLADE and move your cursor over the desired media in your timeline. Click on the media and a line will appear indicating a “cut” has been made. Now you have two pieces of media.

Expanding the track view by clicking the small arrow next to the track name (ie Audio 1) will allow you to see the waveform.

These spikes on the audio clips are indications of the sounds recorded.

This is helpful when trying to sync up audio or even for knowing when and where there is a long break in the recording. Also, the yellow line running across the audio track controls the volume, so a quick way to raise or drop the volume is to move this line. (Use the ARROW tool)
Adobe Premiere Pro TOOL Cheat Sheet #3:
The what and how of using BASIC effects in Premiere Pro.

TIP:
Premiere Pro has many built in Video & Audio effects and transitions. They range from colour correction to keying (ie green screen) as well as hum removal and noise reduction. The best way to understand how these work is to try them out.

EFFECT CONTROL:
Next to the SOURCE PANNE you will find another tab that says "Effect Control". This is where you can easily resize (scale) your image or video. You can also change the video or image’s position in the frame by changing the values in the "Position" line. This is also where you can adjust and “tweak” you particular video effects, after you select an effect from the ”Effects” menu below and drag and drop it onto your video clip or image.

stop watch icon: this is to initiate “key frames”, which is a way to create effect changes over time.

EFFECTS:
This tab will reveal the Video & Audio Transitions and Effects you can apply to your clips and sequences. Simply drag and effect onto a clip on the timeline, then open up the Effect Control tab above to adjust the effect.

REMEMBER: You drag and drop both Video and Audio transitions in between two clips but can apply Audio Transitions either between two clips or at the beginning and/or end of a clip. (eg: dissolve, fade in/out)