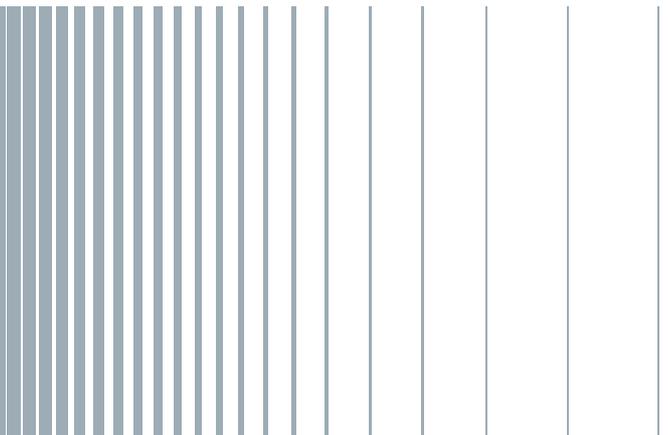




CLIPSTER

Raw Dailies

Supplement User Guide



Supplement User Guide: CLIPSTER Raw Dailies
Document Version 5.5 for the CLIPSTER Software Version 5.5

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CLIPSTER Raw Dailies Supplement User Guide

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Headquarters:

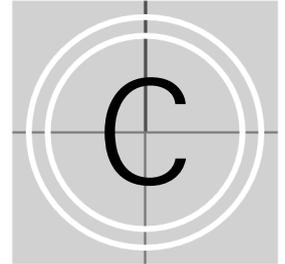
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Introduction



This document describes the optionally available raw dailies workflow feature of CLIPSTER.

Dailies (sometimes also called rushes or daily rushes) are the raw, unedited shots/takes made during the production of, for example, a movie. When processing the dailies you take the video and audio files as well as several information from the set (e.g. camera logs, sound logs, etc.), sync them together and create an output on tape or in digital files, for instance, for a delivery to the director/film crew for review. The raw dailies workflow of CLIPSTER allows you to perform all these steps easily.

With CLIPSTER and the raw dailies workflow you can handle almost any raw content, sync it with audio, equip it with the metadata of your needs and then output it, e.g. via a finalizing with burn-ins, to the format of your choice. If wanted, ALE (Avid Log Exchange) files containing the metadata can be created as well.

1.1 Overview

This user guide describes the raw dailies workflow of CLIPSTER as well as the user interface items which are available for this feature.

The chapters in this user guide contain the following information:

Chapter 1	Begins with a short introduction to the raw dailies workflow, followed by a note regarding the audience this manual is written for and an explanation of the conventions used in this manual. Additionally, it details some general notes that you should observe.
Chapter 2	Provides a short overview of the dailies workflow and outlines the steps required for a dailies processing.
Chapter 3	Describes how to prepare the dailies in Spycer for a further processing with CLIPSTER.
Chapter 4	Describes how to process the dailies in CLIPSTER and explains shortly how to output the dailies.
Index	This chapter facilitates the search for specific terms.

1.2 Target Group

To use this manual and the raw dailies workflow feature effectively, you should be familiar with the DVS soft- and hardware as well as the manuals delivered with the DVS system.

1.3 Conventions Used in this User Guide

The following typographical conventions will be used in this documentation:

- Texts preceded by this symbol describe activities that you must perform in the order indicated.
- Texts preceded by this symbol are parts of a list.



Texts preceded by this symbol are general notes intended to facilitate work and help avoid errors.



You must pay particular attention to text that follows this symbol to avoid errors.

“ ” Texts enclosed by quotation marks are references to other manuals, guides, chapters, or sections.

BUTTON	Text in small caps and bold indicates a push button
<i>Group/Menu</i>	Text in italic and bold indicates either a group name, menu name or options in a menu list
<i>Menu » Option</i>	In the specified group or menu select the stated item
Item	Text in bold only stands for other labeled items of a user interface
<i>Directory/File</i>	Directory structure or file
[Key]	An individual key or a key combination on a keyboard

Keyboard Shortcuts

To perform options or procedures with the keyboard often requires a simultaneous pressing of two keys.

Example:

[Ctrl + F1]	If this is given, hold down the [Ctrl] key and press simultaneously the [F1] key.
-------------	---

1.4 General Notes

In the following you can find some general notes that may be helpful for your work with the raw dailies workflow feature or this user guide:



The raw dailies workflow is available as an optional feature.



For further details about user interface items or workflows not described in this document please refer to the other user guides delivered with the DVS system.

Overview of the Workflow



This chapter provides a short overview of the dailies workflow and outlines the steps that you should take for a successful dailies processing. The following figure shows the dailies workflow graphically. It will be in more detail explained below:

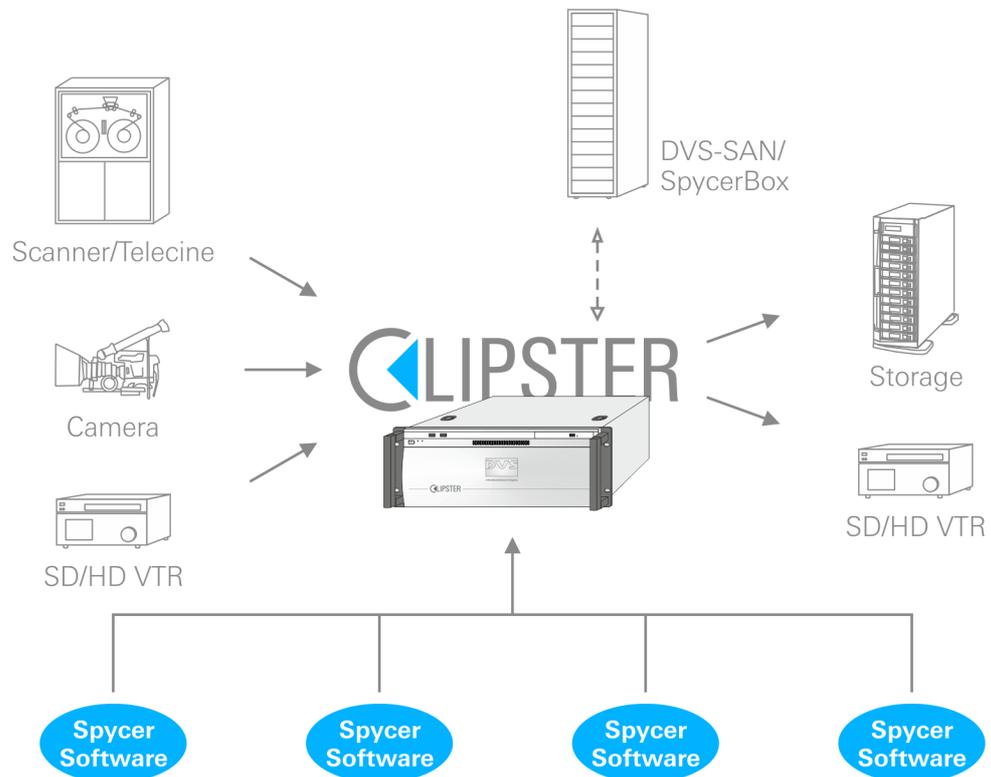


Figure 2-1: Workflow overview

Ingesting the Dailies

Ingest of the dailies material can be performed the usual way, e.g. by copying the material on a storage (e.g. a DVS-SAN, SpycerBox or the local CLIPSTER storage) or by capturing it with CLIPSTER (e.g. from a camera or VTR).

Nevertheless, because the setting of sync markers and the editing of the metadata is performed in a Spycer application, the material must be made available to the respective Spycer that should work upon it: The dailies have to be stored in a Spycer watch folder.



Currently sync markers for audio can only be set when the dailies material is stored locally on the system where the Spycer application is installed.

When working on material that is stored on another system, both Spycer applications (local and remote one) must be licensed for the dailies workflow feature.

Further information about ingesting (capturing) as well as about Spycer watch folders can be found in the other manuals delivered with CLIPSTER.

Preparing the Dailies

Once the dailies material is available, it can be prepared, i.e. sync markers should be set for the video and audio clips and metadata has to be specified. These steps have to be performed in Spycer and you can use any variant of the Spycer application for this if it is equipped with a license for the dailies workflow feature. With this you can farm out the preparation of the dailies to other workstations where, for example, a Spycer stand-alone application is installed.

Afterwards the prepared dailies have to be added to the bin of the CLIPSTER software which will be performed with the marker list of Spycer.

The steps that have to be performed in Spycer are in detail described in chapter "Preparing the Dailies" on page 3-1.

Processing the Dailies

After the dailies have been prepared with Spycer and added to the bin of the CLIPSTER software, they can be processed further with the CLIPSTER Edit Tool. There the material must be added synchronized to the timeline. Afterwards the deliverables can be created, if wanted with selectable metadata burned into the images. ALE files containing the metadata can be created as well.



The material prepared in Spycer has to be added to the bin from the Spycer application running on CLIPSTER. A normal drag-and-drop procedure will not bring in the associated Spycer metadata.

The steps that have to be performed in CLIPSTER will be described in chapter "Processing the Dailies" on page 4-1.

Preparing the Dailies



This chapter describes how to prepare the dailies, i.e. the steps that have to be performed in Spycer. First it is explained how to set sync markers for audio and video material, followed by how to enter meta-data for the markers thereby linking video to audio material. Afterwards it is described how to make the dailies available to the CLIPSTER software for an output of the dailies. The chapter will be concluded with a list of keyboard shortcuts available in Spycer for the dailies workflow.

3.1 Creating Sync Markers

As soon as the material of the dailies is made available to Spycer (see section “Ingesting the Dailies” on page 2-1), you can browse to it in one of Spycer’s browsing panes or search for it. After performing a double-click, for example, on a video clip, it will be displayed in the preview area. Then you are ready to set sync markers.

This section describes how to set sync markers for audio and video material. The items that are available for the editing of sync markers are described first. Then it is explained how to set sync markers.

3.1.1 The Items to Set Sync Markers

When a dailies clip is displayed in the preview area, for example, after double-clicking it in the browse and search area, you can set and edit sync markers.

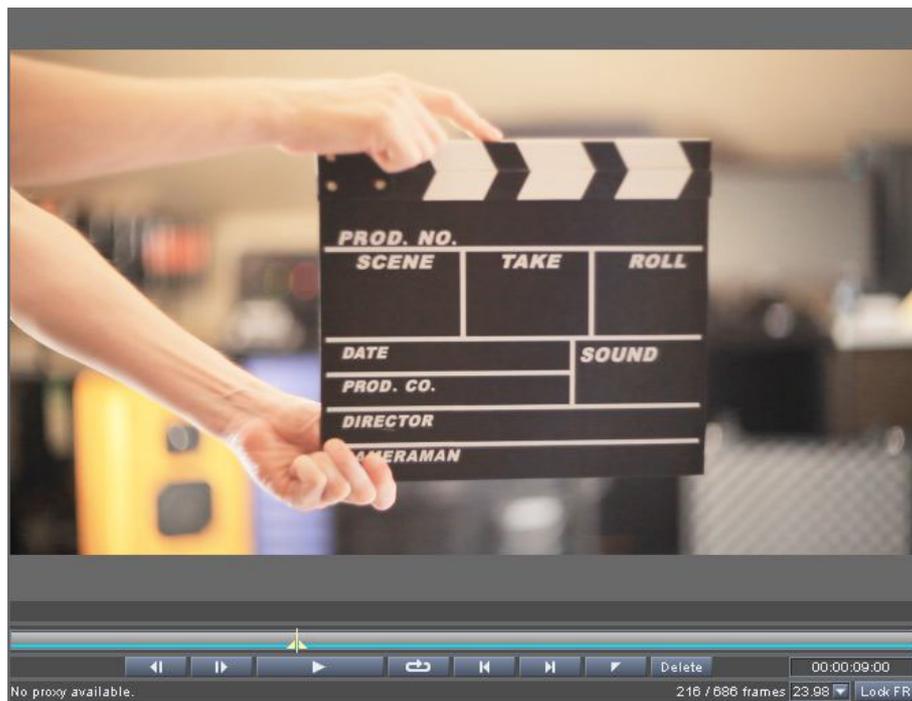


Figure 3-1: Preview area in Spycer

For the editing of sync markers the following user interface items are available:

	Sets a marker at the current position of the scrub bar cursor.
--	--

Delete	Deletes the currently active marker (highlighted in orange), i.e. the one that is located at the current position of the scrub bar cursor or before it on the scrub bar.
23.98 ▾	For example, if a shot is made in 24 fps, but audio is recorded in a different frame rate (or rather its header data states that it is), and you are looking for a certain timecode position in audio, you can recalculate the frames value of an entered timecode with this combo box: Set it to the correct frame rate. Then enter the timecode that the scrub bar cursor should jump to in the position field above the combo box.
Lock FR	With this toggle button you can lock the frame rate set in the combo box to left. This way you do not have to adjust the combo box every time you enter a timecode.

In addition to these items there is also a context menu available that allows you to add (**Add marker**) and delete markers (**Delete marker**) in the same manner as described above. Furthermore, it provides a menu option to delete all markers set for a clip in a single step (**Delete all markers**).

Depending on their current state the markers for a clip are color coded:

orange	The currently active sync marker, i.e. the marker that is located at the current position of the scrub bar cursor or before it on the scrub bar. For an active marker metadata can be entered.
blue	Sync markers that are not active.

3.1.2 How to Set Sync Markers

Once a video or audio dailies clip is displayed in the preview area of Spycer, you are ready to set sync markers. To set a sync marker, perform the following:

- In the video or audio clip search for the slate's clap point, for example, by entering a timecode directly in the position field or by simply scrubbing the scrub bar.



The audio clip can be heard at the regular headphone/speaker output at the motherboard of the CLIPSTER system you are working on.

For CLIPSTER systems that provide no headphone jack on the motherboard, a small USB audio card should be used (not provided by DVS).

When working with CLIPSTER and Spycer at the same time, this poses a problem if you have to switch between the analog audio output of CLIPSTER and the headphone jack on the motherboard. In such a case DVS suggests to use an audio switcher to make it easier (not provided by DVS).

- When the scrub bar cursor is placed on the clap point set a marker, e.g. with the marker button.

A marker will appear above the scrub bar cursor:



Figure 3-2: Marker in preview area

With this you have set a sync marker for the clip. It can now be equipped with metadata as described in section "Entering Marker Metadata" on page 3-5.



In case your clip contains more than one scene, you can perform the procedure described above repeatedly and add several sync markers to a clip. However, then it may be useful to edit the metadata of the first marker beforehand because they will be inherited to the other markers of the clip.

3.2 Entering Marker Metadata

When a sync marker has been added to a clip (see section “Creating Sync Markers” on page 3-2), it can be equipped with metadata. This section describes how to enter metadata for a marker. Because there are two types of metadata available for a clip, their peculiarities will be described first.

3.2.1 Types of Metadata

There are two types of metadata available for a clip:

- clip metadata
- marker metadata

On the production metadata view of Spycer (button **PRODUCTION**) you can find entry fields that can be used for clip as well as marker metadata:

The screenshot shows a production metadata form with two columns. The left column contains fields for production and scene information, while the right column contains fields for shot description and comment. Fields are highlighted with colored boxes: orange for clip and/or marker metadata, and blue for clip metadata.

Production name	<input type="text"/>	Shot description	<input type="text"/>
Production title	<input type="text"/>		
Scene	<input type="text"/>		
Take	<input type="text"/>		
Camera Id	<input type="text"/>		
Shoot date	2010-12-10		
Camera roll	<input type="text"/>		
Sound roll	<input type="text"/>	Shot comment	<input type="text"/>
Lab roll	<input type="text"/>		
Tape Id	<input type="text"/>		
Circle take	<input type="checkbox"/>		
Facility	<input type="text"/>		
Operator	<input type="text"/>		
Scanner Id	<input type="text"/>		
Transfer date	2010-12-10		

- clip and/or marker metadata
- clip metadata

Figure 3-3: Clip and marker metadata

Clip metadata are metadata that are valid for a complete clip (see also “Spycer” user guide). When entered, they will be immediately valid for the clip and stored in the database of Spycer where they can be used for searches.

Marker metadata belong to a single sync marker only. When a marker is active (see section “Creating Sync Markers” on page 3-2), the marker metadata can be entered in the marker metadata entry fields. They will be valid for the marker immediately. Marker metadata are stored in the

database of Spycer as well but, contrary to clip metadata, they cannot be searched for.

When entering marker metadata when no marker is active (either because there isn't a marker or because the scrub bar cursor is positioned in front of the very first marker), the metadata will be entered as clip metadata.

Both types of metadata will be written to the metadata file stored in the same directory as the clip on the storage (**.metadata*). With this clips and their metadata can be exchanged between storages easily.

3.2.2 How to Enter Marker Metadata

When a sync marker has been created for a clip (see section "Creating Sync Markers" on page 3-2), marker metadata can be entered easily. To enter metadata for markers, perform the following:



Marker metadata can only be entered in the fields for marker metadata (see section "Types of Metadata" on page 3-5).

- If not already the case, activate the view of the production metadata in Spycer (button **PRODUCTION**).
- If not already the case, make the marker that should receive the metadata the active one, e.g. by placing the scrub bar cursor on the stretch of the scrub bar directly following the marker.

The active marker will be highlighted in orange above the scrub bar (see section "The Items to Set Sync Markers" on page 3-2).

- In the fields for the marker metadata (see section "Types of Metadata" on page 3-5) enter the metadata of the marker.

With this the marker metadata have been created and they are saved automatically in the metadata file created by Spycer.

You can verify this, for instance, by placing the scrub bar cursor on the very first stretch of the scrub bar: If no marker is active (all are blue), the clip metadata should be displayed in the metadata area. When making the marker the active one again, the marker metadata will be shown.



When creating another marker following a marker with already entered metadata, the marker metadata of the preceding marker will be inherited and the take information will automatically increment for every marker created (if numeric).

Video and audio clips will be linked to each other when providing the same shoot date and camera ID (if entered, e.g. for multi-camera shots), as well as scene and take metadata.

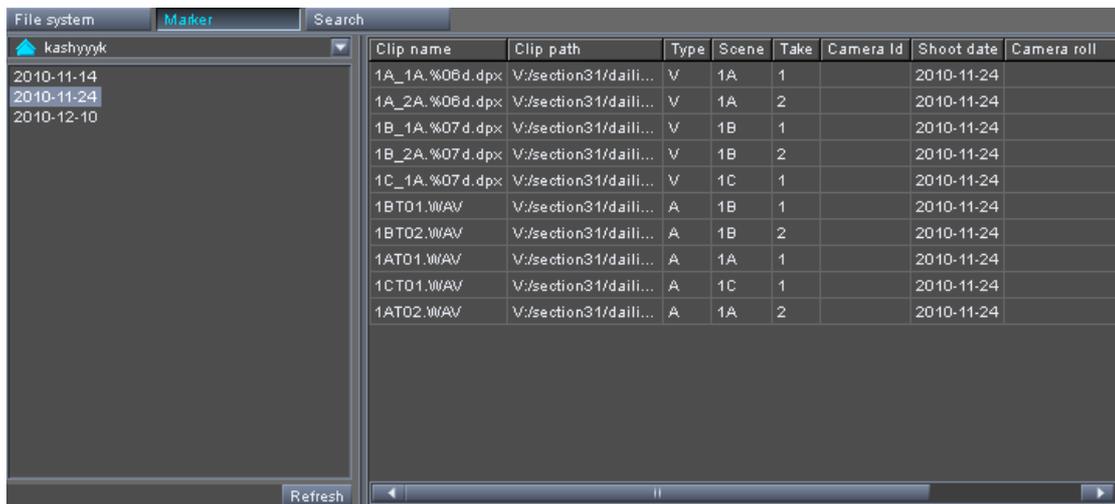
3.3 Making the Dailies Available to CLIPSTER

After all clap points of a dailies shot have been equipped with metadata, the dailies must be made available to the CLIPSTER software, for example, for the creation of deliverables. For this they have to be added to the bin of CLIPSTER via the marker list of Spycer.

This section describes how to add the prepared dailies to the bin. First the marker list and a special drag-and-drop option are described, followed by a description of the procedure to add the dailies to the bin.

3.3.1 The Marker List

With the button **MARKER** at the top of the browse and search area you can switch to the marker list of Spycer. It lists all markers available in the database of Spycer together with their entered metadata:



Clip name	Clip path	Type	Scene	Take	Camera Id	Shoot date	Camera roll
1A_1A.%06d.dpx	V:/section31/daili...	V	1A	1		2010-11-24	
1A_2A.%06d.dpx	V:/section31/daili...	V	1A	2		2010-11-24	
1B_1A.%07d.dpx	V:/section31/daili...	V	1B	1		2010-11-24	
1B_2A.%07d.dpx	V:/section31/daili...	V	1B	2		2010-11-24	
1C_1A.%07d.dpx	V:/section31/daili...	V	1C	1		2010-11-24	
1BT01.WAV	V:/section31/daili...	A	1B	1		2010-11-24	
1BT02.WAV	V:/section31/daili...	A	1B	2		2010-11-24	
1AT01.WAV	V:/section31/daili...	A	1A	1		2010-11-24	
1CT01.WAV	V:/section31/daili...	A	1C	1		2010-11-24	
1AT02.WAV	V:/section31/daili...	A	1A	2		2010-11-24	

Figure 3-4: The marker list in Spycer

The marker list is ordered by the shoot date of clips. The respective shoot date can be accessed in the pane to the left of the marker list. With the combo box at the top you can view marker lists of other systems in the SpycerNet.

The marker list provides you with a quick overview of all the markers of a certain shoot date. When a marker entry is double-clicked, the corresponding clip will be opened in the preview area and the cursor will be positioned on the marker automatically.

The entries of the list can be sorted in ascending or descending order by clicking on a column heading. They can also be sorted by several criteria (unlimited) the usual way in CLIPSTER: Hold down the [Ctrl] key while clicking other column headings. By sorting the list based on, for example, camera ID, scene, take, and type you can easily see if each video clip is linked to an audio clip.

Video and audio clips will be linked together in the CLIPSTER software when they provide the same shoot date and camera ID (if entered, e.g. for multi-camera shots), as well as scene and take metadata.

3.3.2 Drag-and-drop Option

For the adding of dailies to the bin you can find in the Configuration Tool (button **CONFIG...**) under the group **Drag'n'Drop** the option **Sync marker preroll time**:



Figure 3-5: Setting a preroll time for sync markers

With this option you can determine that the clips/markers should not start at the position of their sync markers but some time before. The duration of the sync markers's preroll has to be entered in timecode notation. To make this setting effective for the current project, you have to specify the time in the project configurations (tab **Project**).

3.3.3 How to Add the Dailies to the Bin

To add the prepared dailies to the bin of the CLIPSTER software, perform the following:

- If appropriate, start the CLIPSTER software and switch to the Spycer software module.
- If not already the case, make the dailies material locally available to CLIPSTER, for example, by copying it to its real-time storage via Spycer.
- Then switch to the marker list and select the desired shoot date (see section "The Marker List" on page 3-7).

The markers of the selected shoot date will be shown in the pane to the right of the marker list.

- Select the dailies/markers that should be added to the bin of the CLIPSTER software.
- Then drag and drop them to the bin:

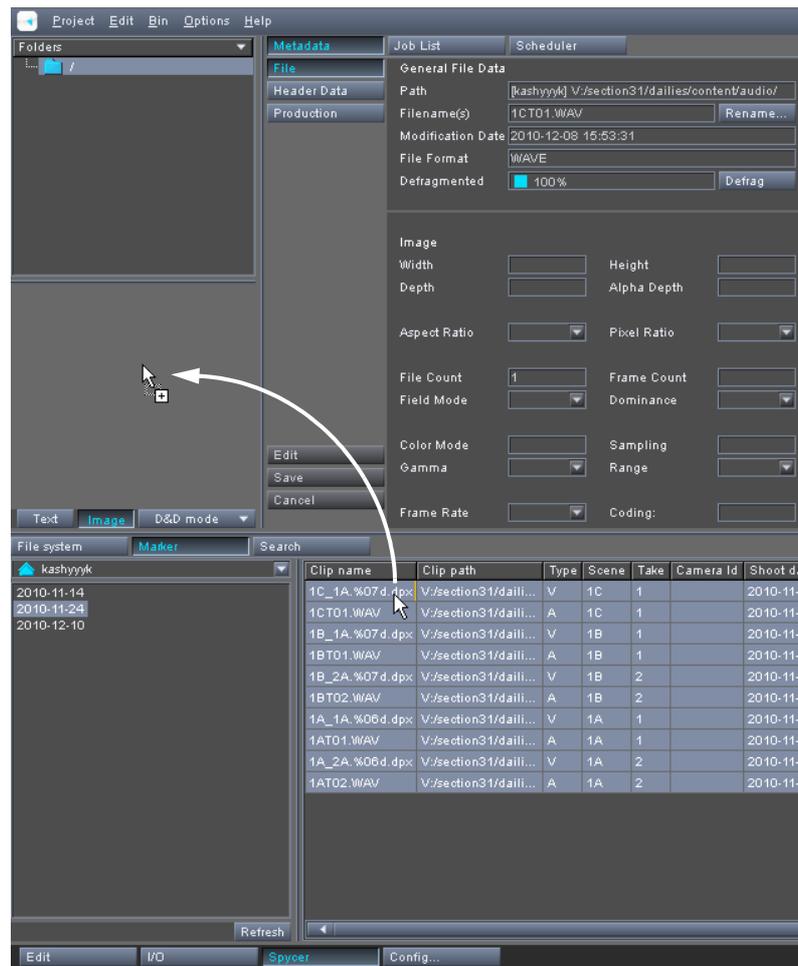


Figure 3-6: Drag and drop of dailies to the bin

After this, for each marker a clip will be added to the bin of the CLIP-STER software. When switching to the Edit Tool, the clips in the bin will still be available and you can process them further as described in chapter “Processing the Dailies” on page 4-1.



The in- and/or outpoints of the bin clips can be seen via the scrub bars of the clips’ thumbnails. However, do not alter them, otherwise the clips will be out of sync and you have to add them to the bin again via the marker list.



Dailies can also be added to the bin by dragging and dropping them to the bin from a browsing pane in Spycer. Then they will also provide marker metadata.

3.3.4 Updating Marker Metadata

Normally, to update the marker metadata of the bin clips, you would have to correct them in Spycer and then add the marker list again to the bin as described in section “How to Add the Dailies to the Bin” on page 3-8. To avoid the latter, you can perform the following instead:

- Correct the marker metadata in Spycer.
- Then select on the context menu of the bin clips that require an update of their metadata the menu option **Update from Spycer DB**.

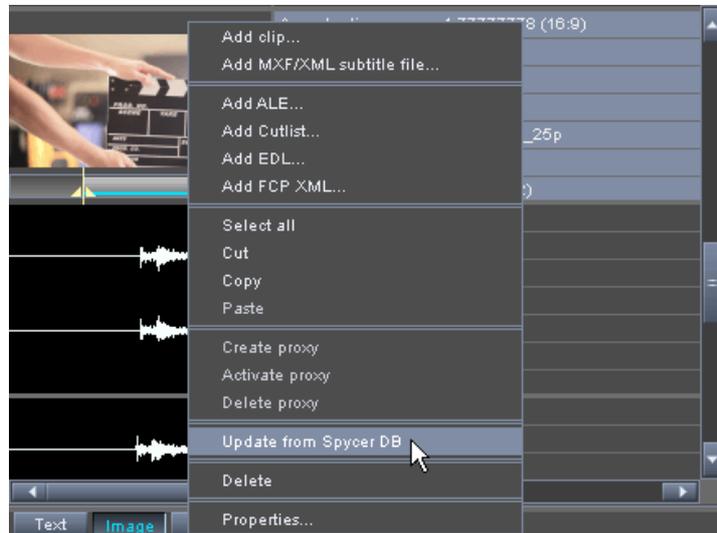


Figure 3-7: Updating marker metadata

This will correct the metadata of the selected clips in the bin. It will update, for example, scene or take metadata.



The syncing (relative positioning) of video and audio clips is not updated with this procedure. For this you have to add the marker list to the bin again.

3.4 Spycer Keyboard Shortcuts

The following lists the keyboard shortcuts that are available in Spycer for dailies. For this the scrub bar/preview area must have the focus:

Action	Shortcut
Add a marker	[C]
Delete the currently active marker	[X]
Go to next marker/end of clip	[Ctrl + Right Arrow], [S]
Go to previous marker/start of clip	[Ctrl + Left Arrow], [A]

Processing the Dailies



Once the dailies have been added to the bin (see section “Making the Dailies Available to CLIPSTER” on page 3-7), you can process them further in the CLIPSTER Edit Tool. For this the dailies must be added to the Edit Tool’s timeline with the help of their sync markers. How to do this is described in this chapter. Then deliverables can be created easily which will be briefly addressed in this chapter as well.

4.1 Adding the Dailies to the Timeline

With the dailies present in the bin (see section “Making the Dailies Available to CLIPSTER” on page 3-7) they can now be added to the timeline of the CLIPSTER Edit Tool. For this the Edit Tool provides some options that will be explained first in this section. After that the procedure how to add dailies to the timeline will be described.

4.1.1 Options for Adding Dailies to the Timeline

To add the prepared dailies to the timeline of the Edit Tool, you can find among the drag-and-drop modes of the bin two sync marker related options:

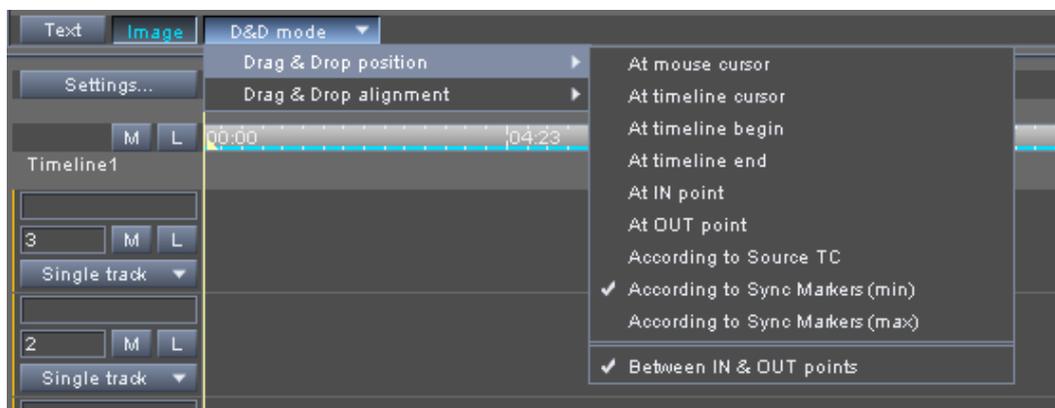


Figure 4-1: Drag-and-drop modes of the bin

When adding dailies to the timeline and sync markers should be observed, either one of the two **According to Sync Markers...** menu options must be activated. Otherwise the sync markers will be disregarded.

If you have shot with multiple cameras on the set, these menu options provide further functionality (same scene and take metadata but different camera IDs). Such clips will be added vertically to the timeline in several video tracks:

According to Sync Markers (min)	With this option the outpoints of the vertically added clips will be trimmed to the outpoint of the video clip that has the shortest duration within this group of vertically added clips.
According to Sync Markers (max)	The vertically added video clips will not be trimmed. The outpoint(s) of their audio clip(s) will be trimmed to the outpoint of the video clip that has the longest duration within this group of vertically added clips.

4.1.2 How to Add Dailies to the Timeline

To add the dailies to the timeline according to their sync markers, perform the following:



The in- and/or outpoints of the bin clips can be seen via the scrub bars of the clips' thumbnails. However, do not change them, otherwise the clips will be out of sync and you have to add them to the bin again via the marker list.

- In case you have shot with several cameras on the set (same scene and take metadata but different camera IDs), add as many video tracks to the timeline as you had cameras shooting simultaneously. To add video tracks, you can use the timeline output settings or the menu option **Track » Add** on the context menu of a video track.
- From the drag-and-drop modes select one of the **According to Sync Markers...** menu options that fits your needs (see section "Options for Adding Dailies to the Timeline" on page 4-2).
- Then select all dailies clips in the bin and drag and drop them to the timeline:

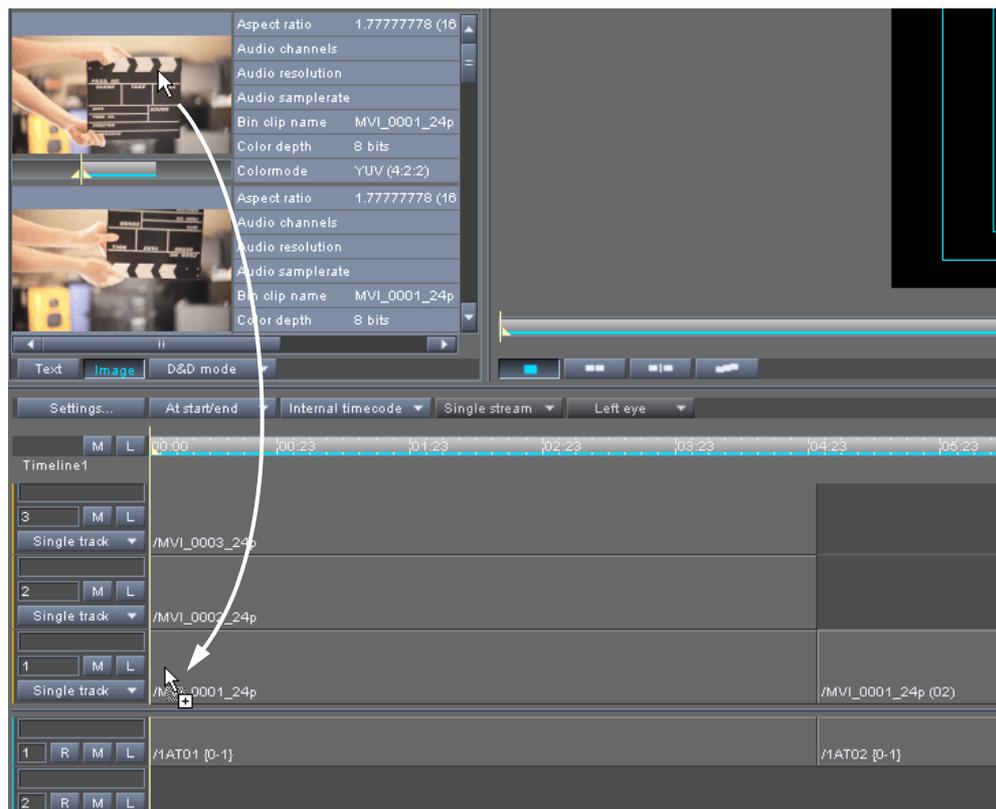


Figure 4-2: Drag and drop of dailies to the timeline

After this the dailies clips will be present in the timeline according to your settings for the metadata of the sync markers. The figure above shows how multi-camera shots are handled in the timeline. The dailies will be added in ascending order of scene and take to the timeline.

Afterwards, when zooming into the timeline and setting it to display thumbnails continuously for video clips as well as waveforms for audio, you will see something like the following:

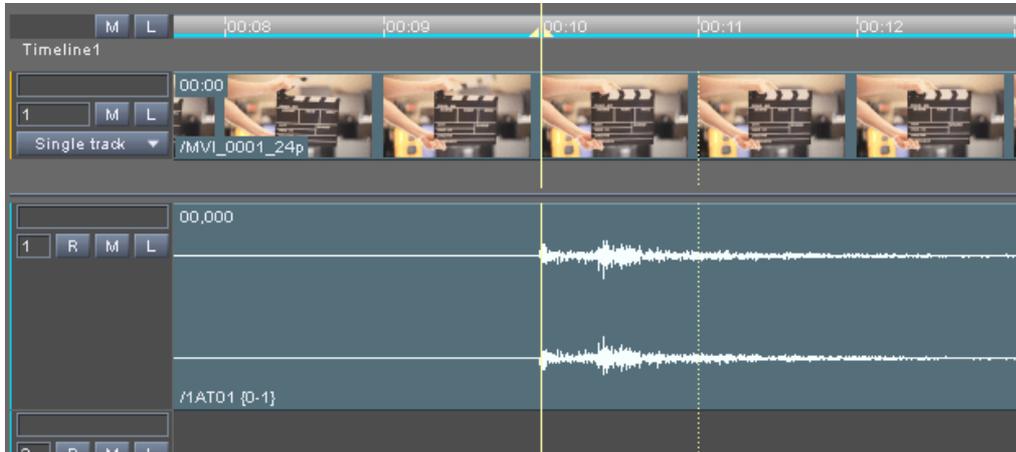


Figure 4-3: Dailies in the timeline

The clap point of the audio waveform is at the position of the slate's clap point.

With the dailies available in the timeline as determined by their marker metadata you can now process them further as outlined in section "Generating Output" on page 4-5.

4.2 Generating Output

When the dailies are available in the timeline, you can process them further according to your needs. You can, for example, output them to a VTR or digital disk recorder or you can finalize them in one of the various file formats provided by CLIPSTER to create deliverables.

This section outlines briefly the possibilities to generate output. For further information about the following please refer to the other user guides delivered with CLIPSTER.

Burn-ins

For all possible outputs burn-ins can be defined according to your requirements in the Edit Tool:



Figure 4-4: Burn-ins

The burn-ins can be equipped with all the metadata as entered in Spycer and their appearance can be defined freely. They can also be set to be displayed for a specified period of time only.

Output to a VTR or Digital Disk Recorder

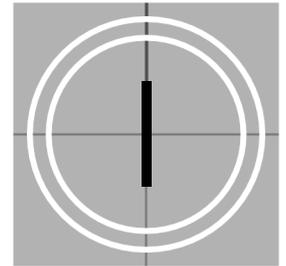
Via SDI or DVI you can output the dailies, for example, to a VTR or digital disk recorder. The output format can be set freely. In the Edit Tool the timeline can be controlled in slave mode from an externally connected device, while in the I/O Tool you can control a recorder for an output of the timeline of the Edit Tool.

Finalizing

By finalizing the timeline in the Edit Tool you can create clips from the dailies in the format of your needs, e.g. in DNxHD. In combination with

the name options you can receive variable information in the file names of your created output. Same as with the burn-in feature (which, of course, can be applied to a finalizing as well) all metadata as entered in Spycer can be used for the naming of the files. When performing a clip-wise finalizing, an Avid Log Exchange (ALE) file containing these metadata can also be created. The metadata that will be exported can be configured freely.

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