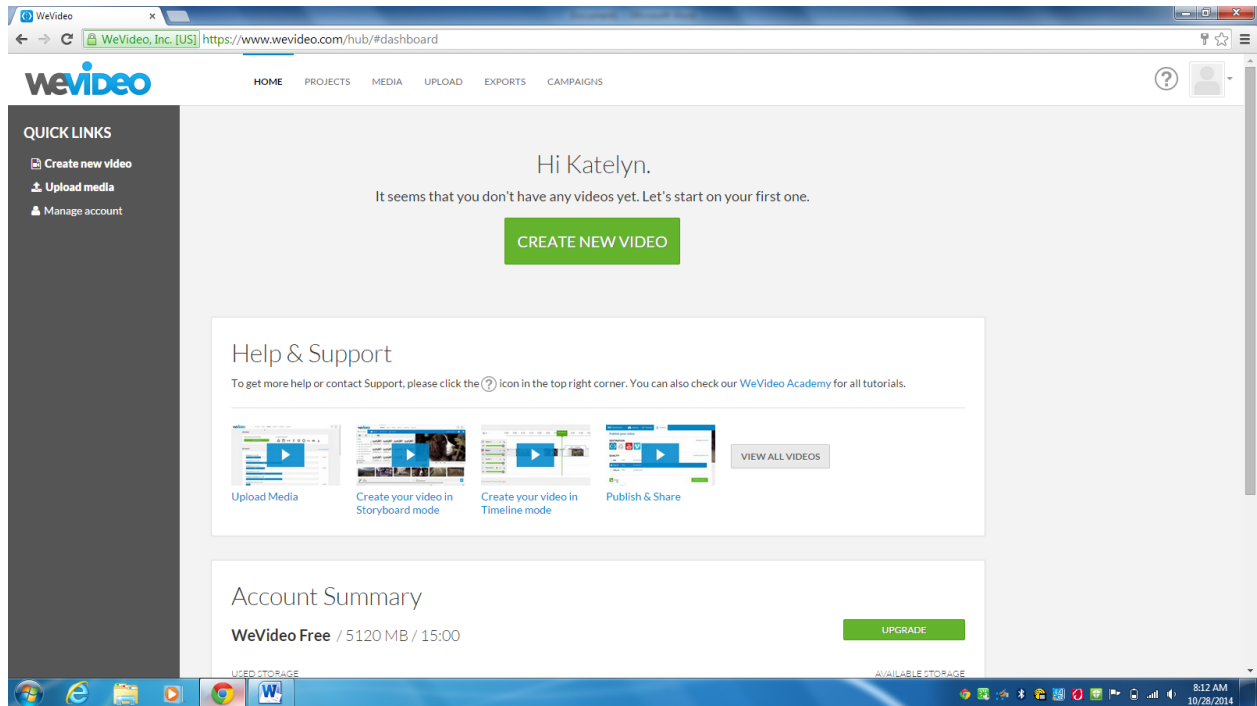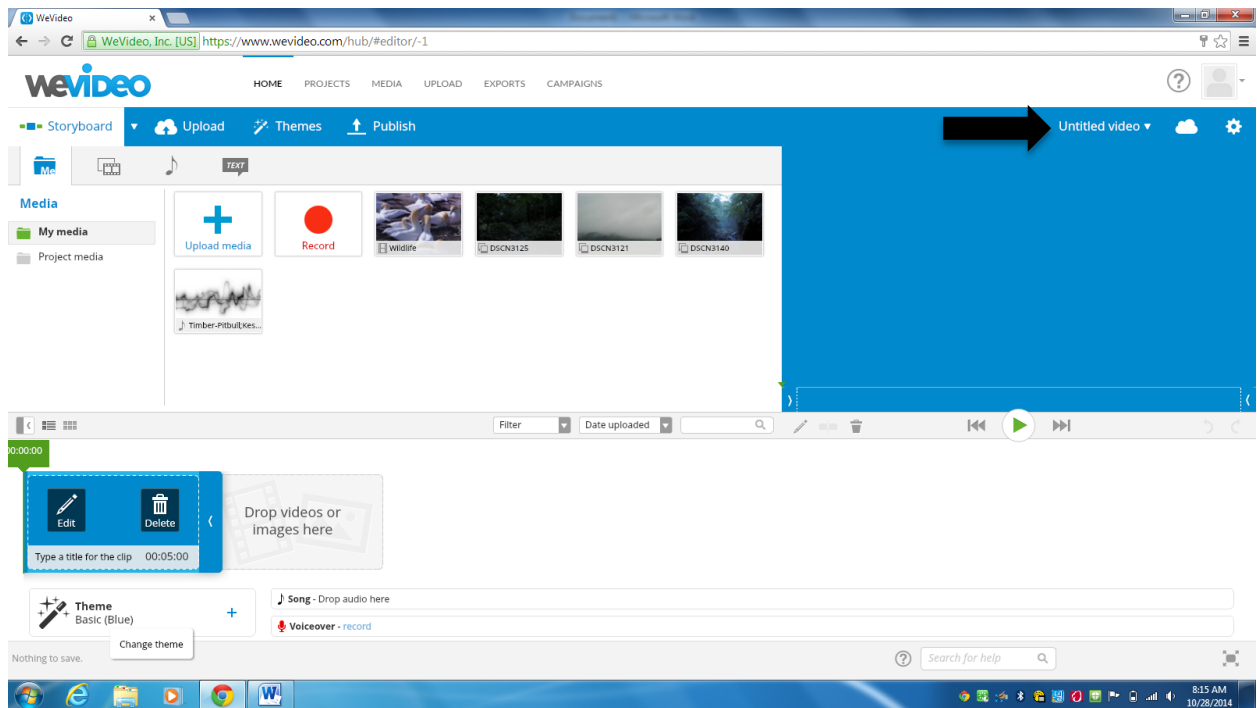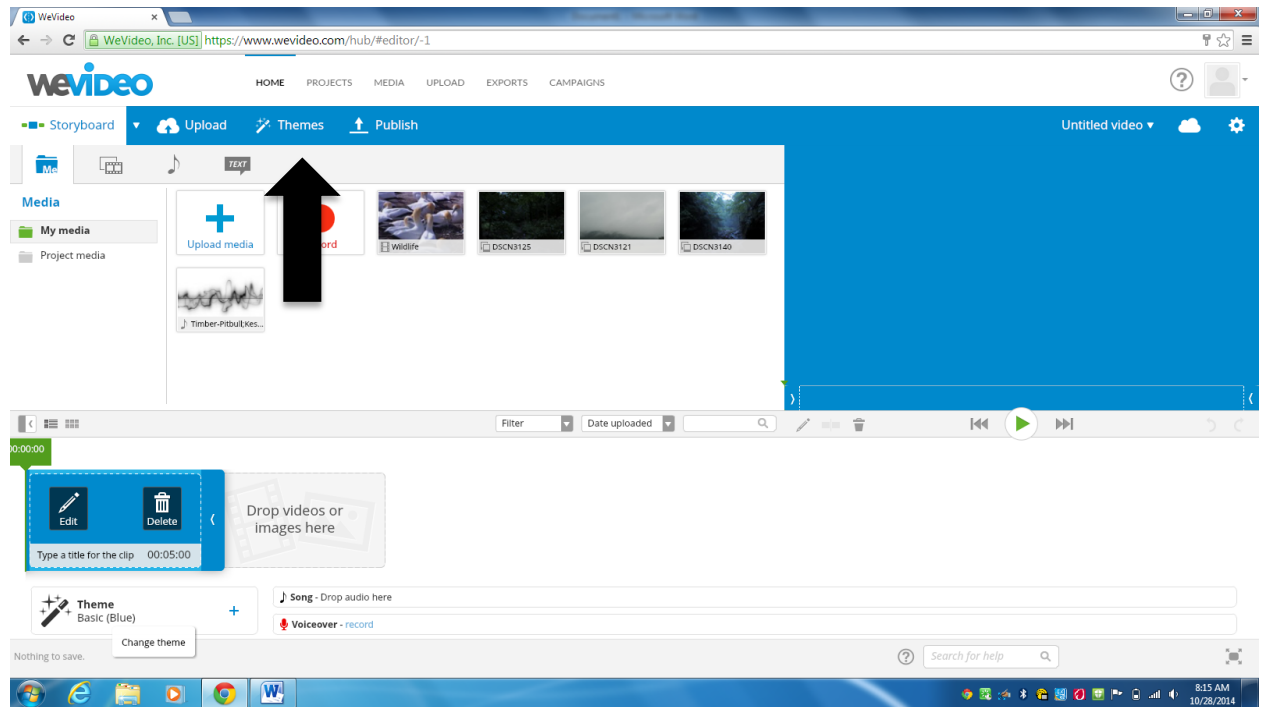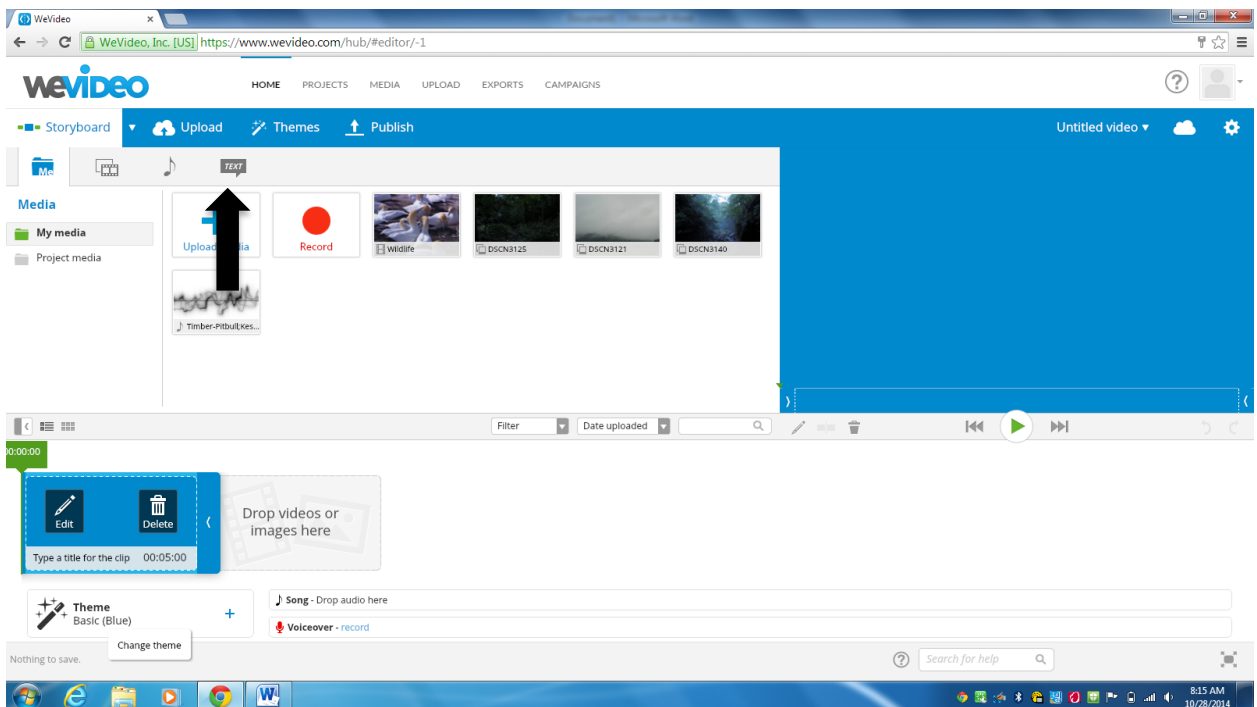1) Login to WeVideo and select *New Video*.

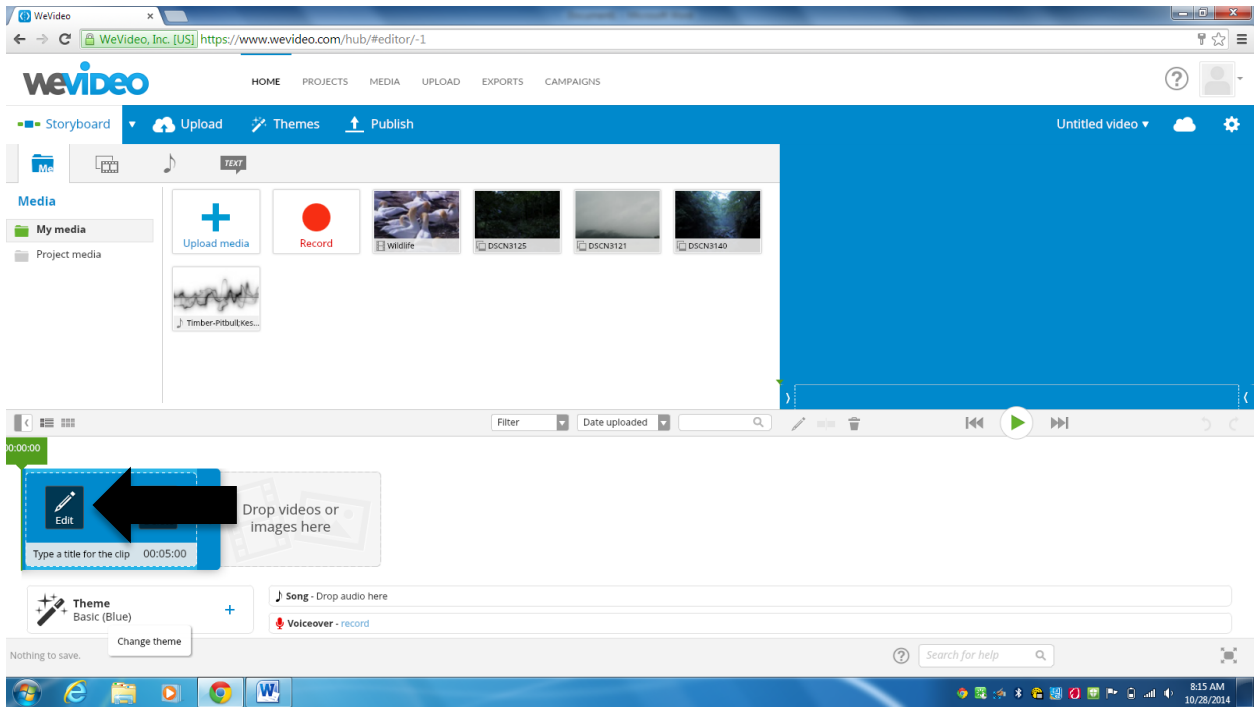2) To name your video—Select *Untitled*.

3) Select *Theme*—Choose the desired theme of your video and select *Use this Theme* when finished.
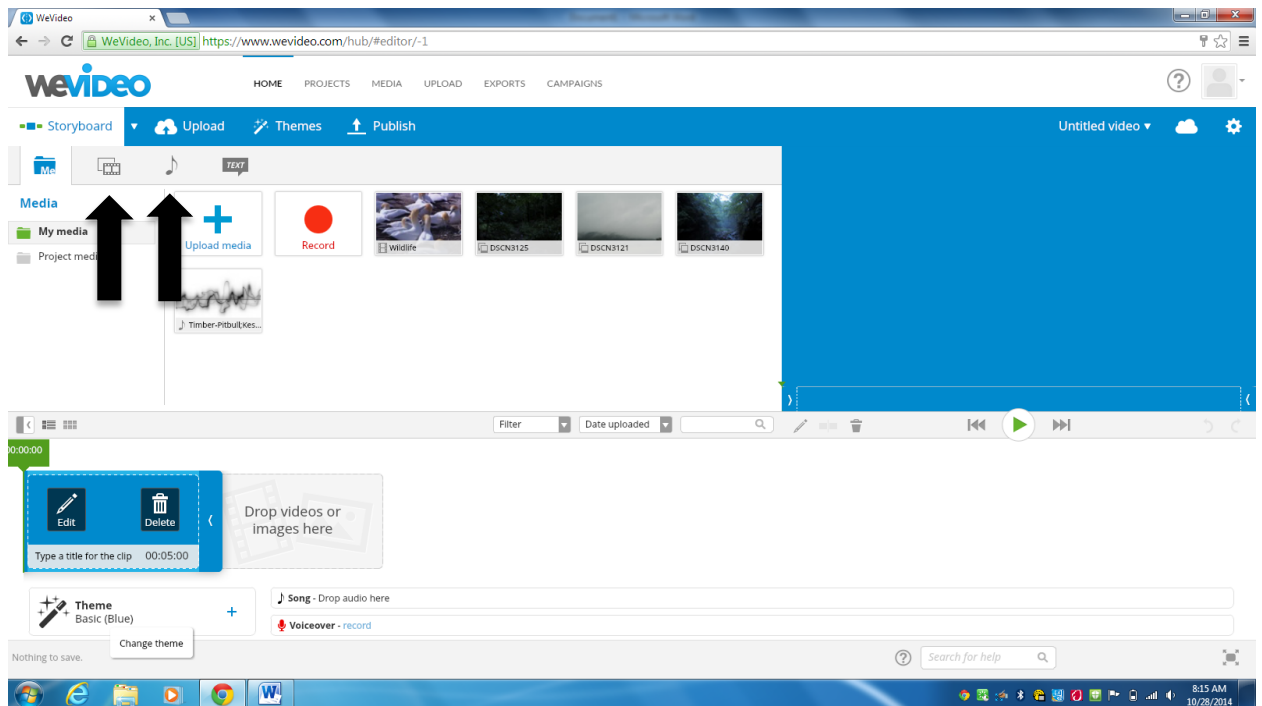

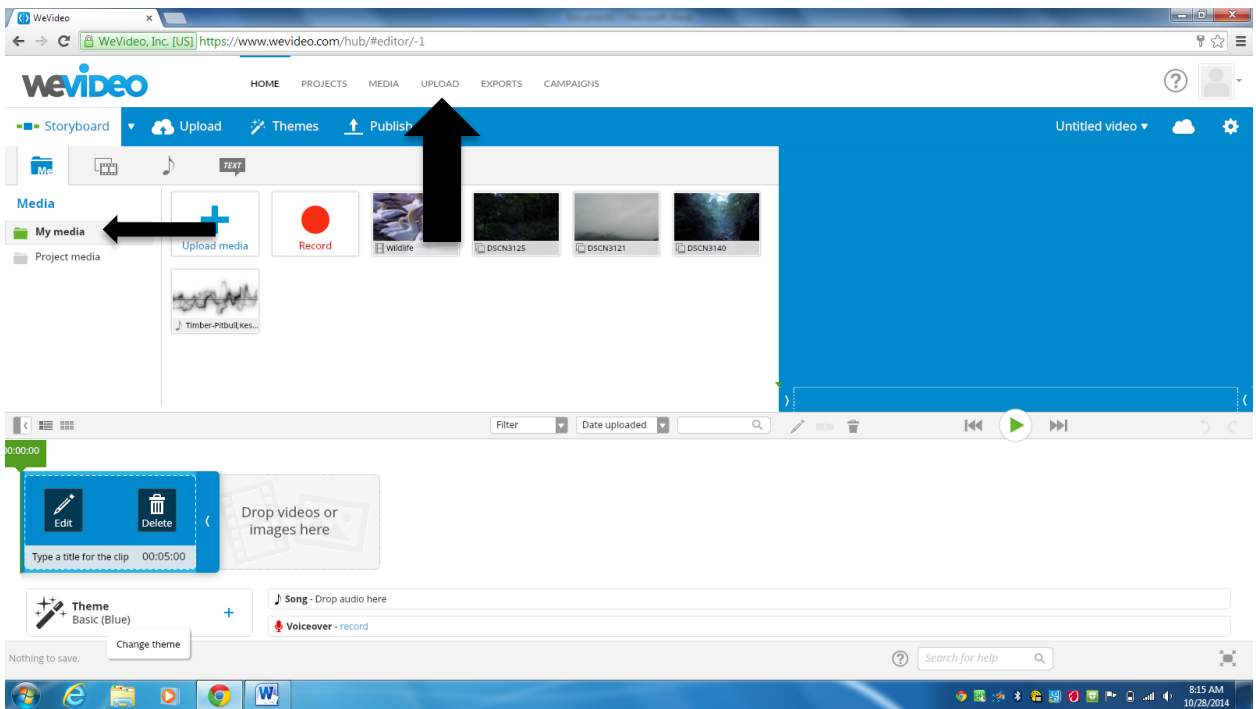4) To add a Title or Ending slide, select *Text*.

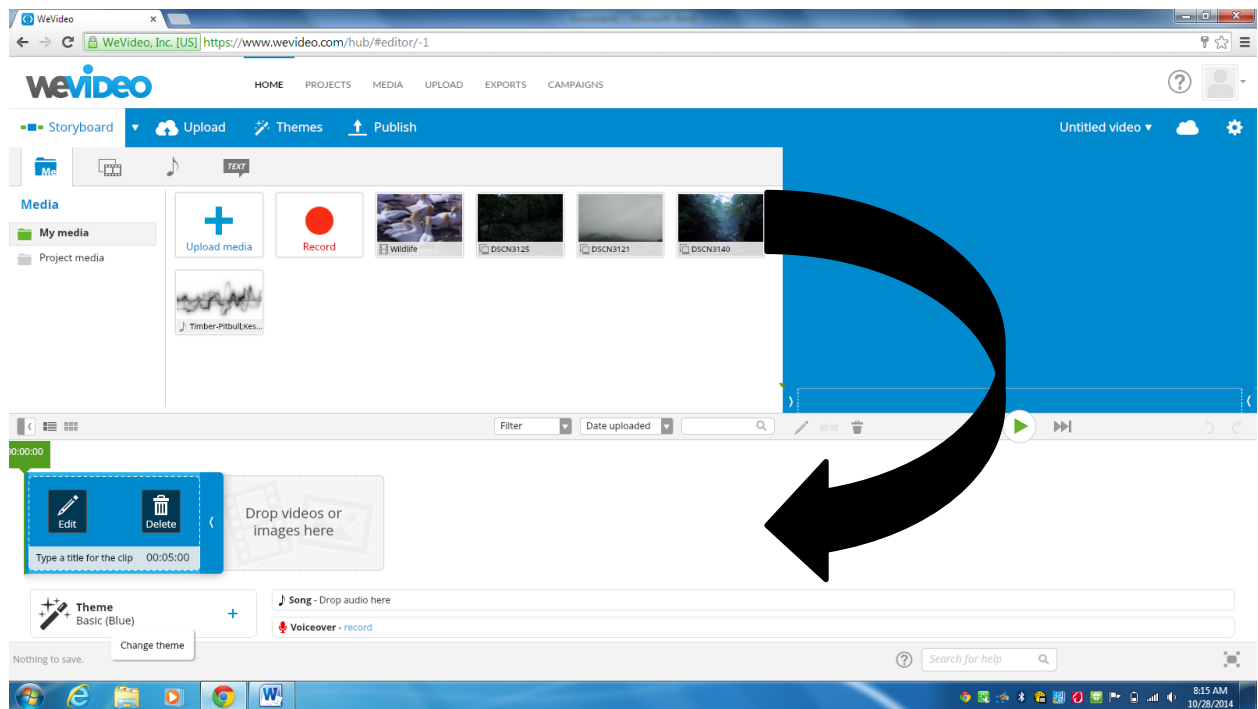5) To add Text to the Title/Ending Slide, select *Edit*.

6) By selecting the *Media* and *Music* tabs, you will be brought to pre-existing selections of media for your use.
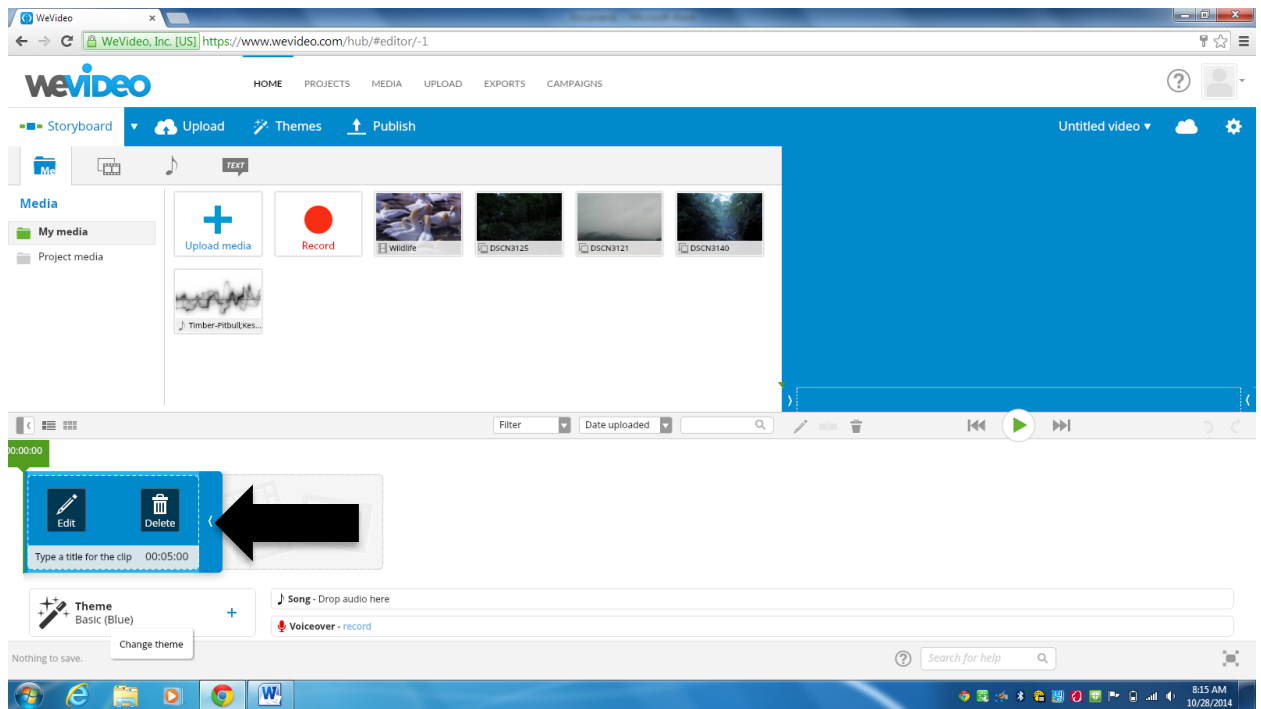
7) To upload pictures/video/music select the *upload* tab. When you are finished they will appear in the *My Media* folder.
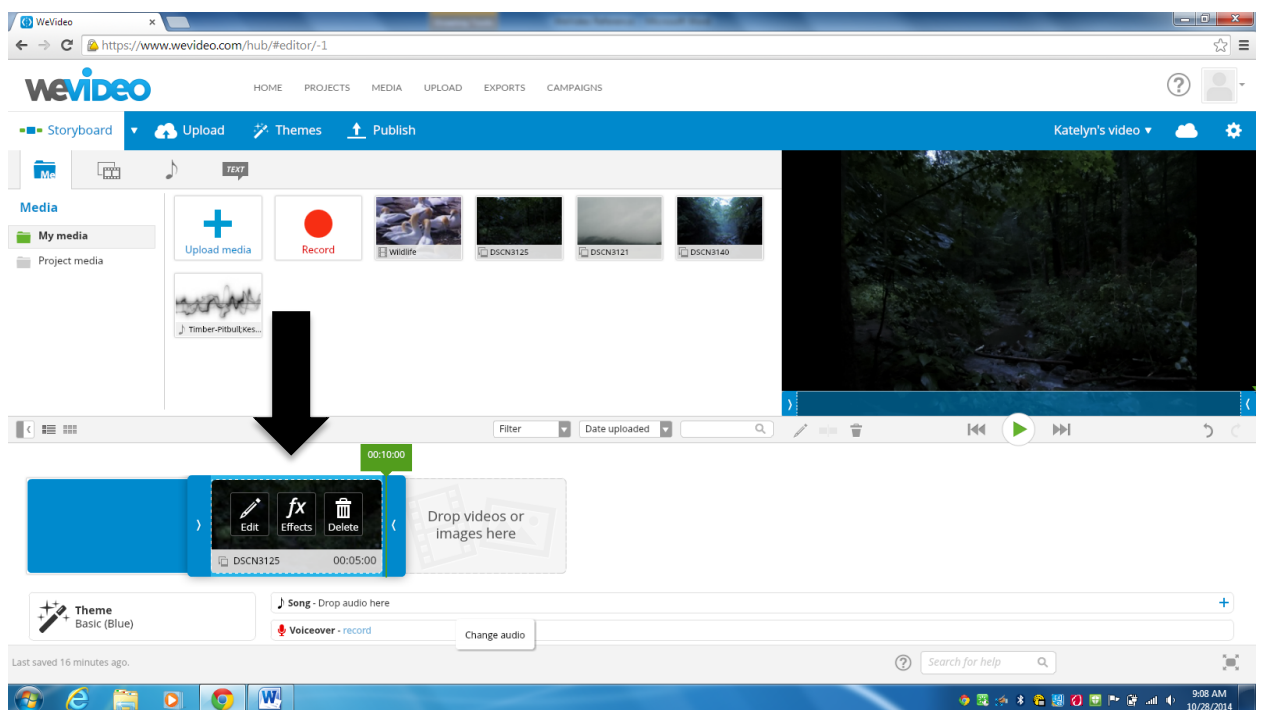

8) To add media to your video, click and drag the desired media to the appropriate location.
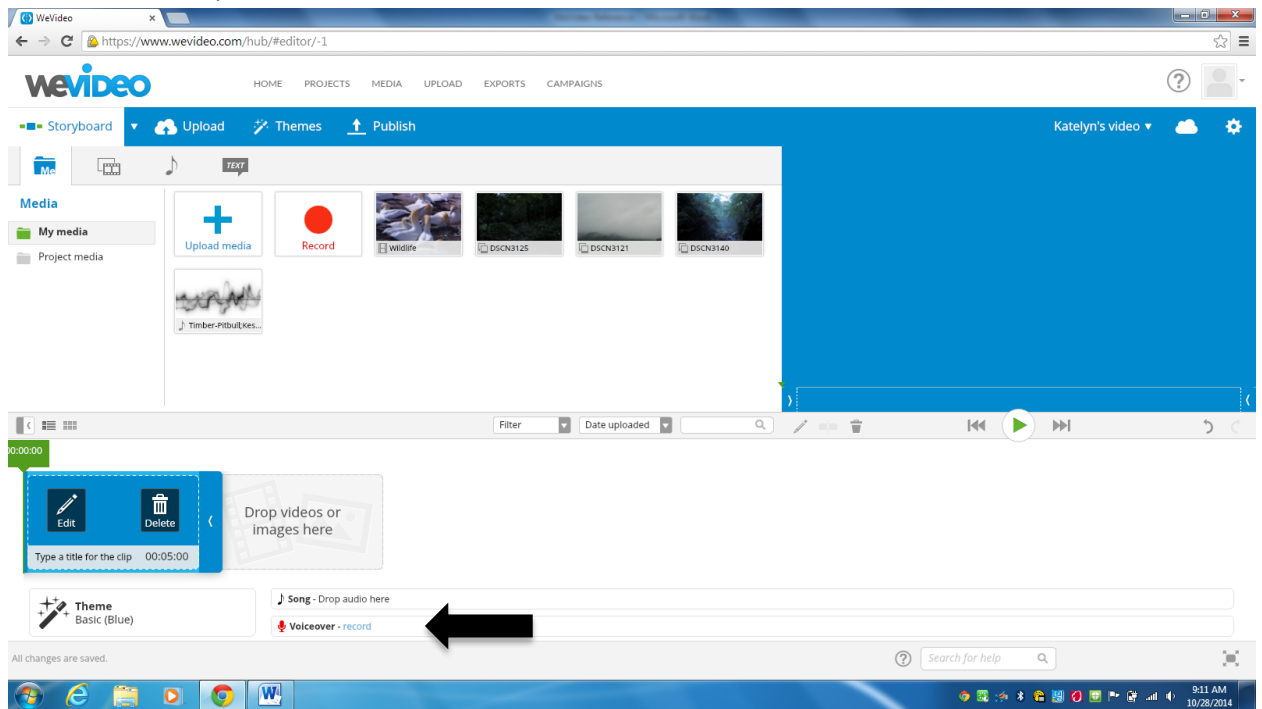
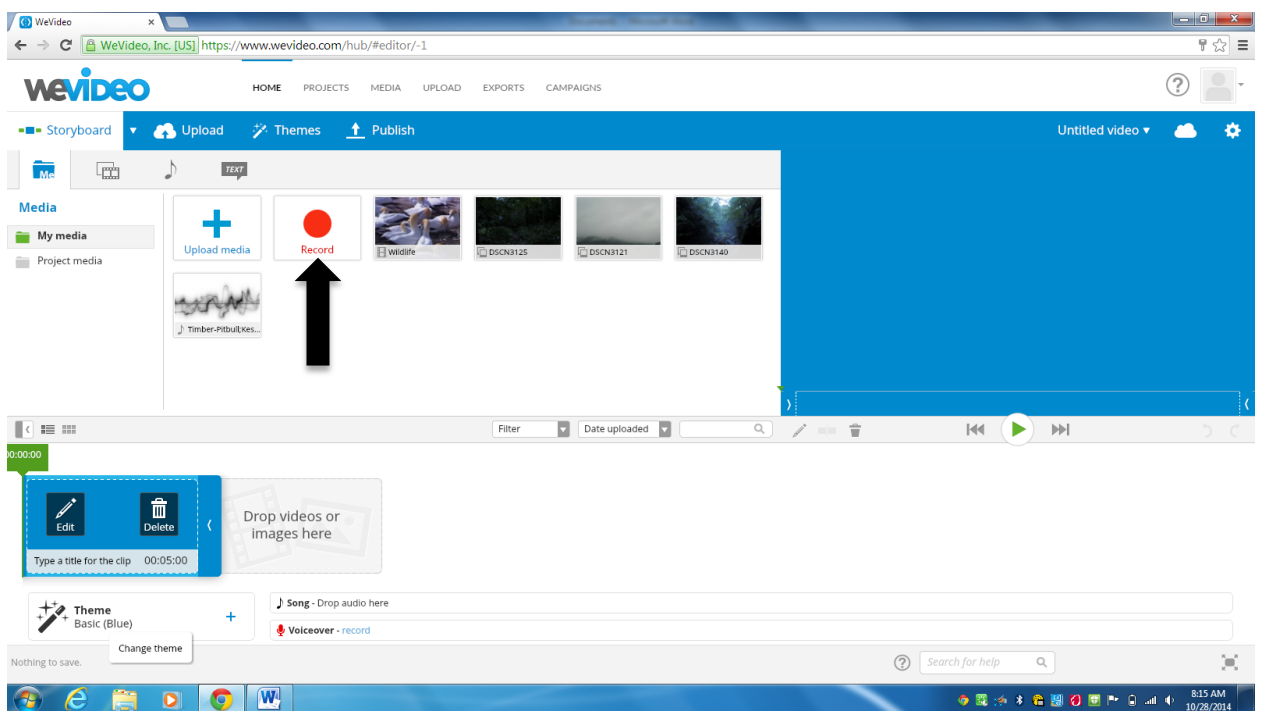9) To alter the length of any segment of your video, click and drag the arrows on each segment.

10) After adding media to your timeline, you will see the options: *Edit* or *Effects*. The Edit option allows you to add text to the slide, while the Effects option allows you to change the filter effect on the video.
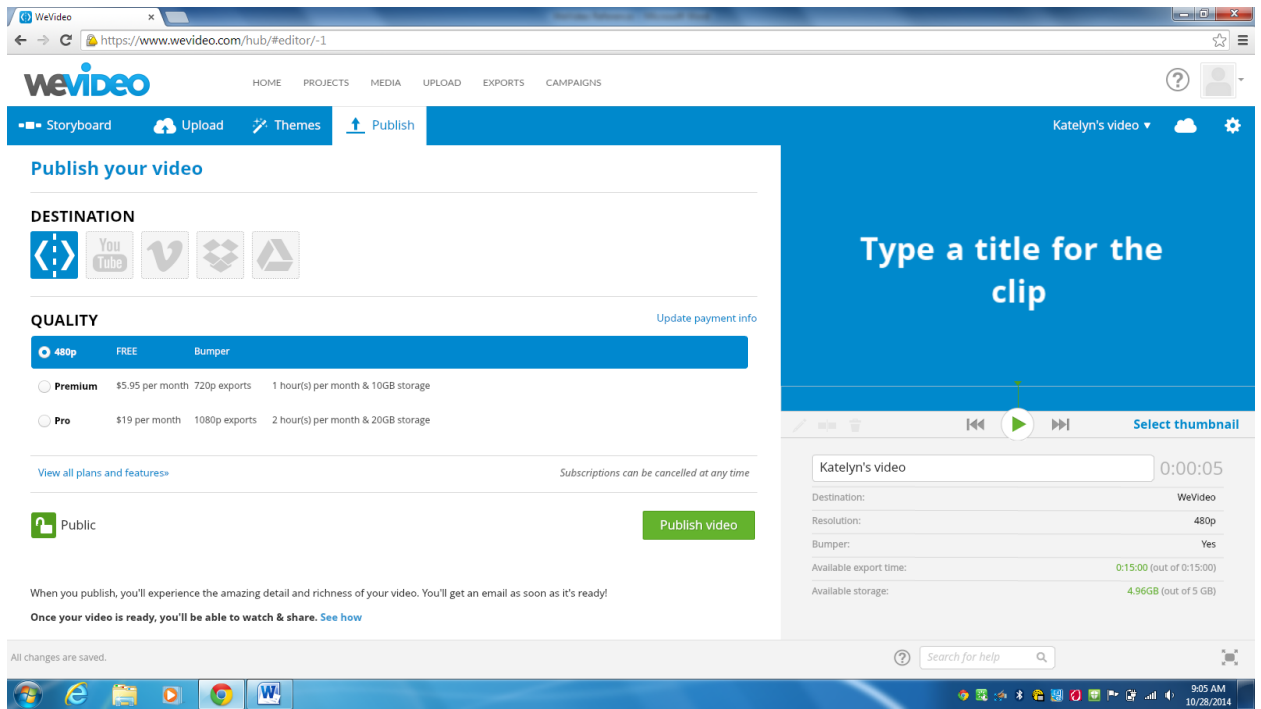
11) There is also an option to add voiceover to the video as well.

12) There is also an option to record and insert a video of yourself.

13) When you have finished working on your video—Select Publish. You can then choose the form
    you would like the video to be published in.

14) As you get more familiar and advanced with video making, by selecting the settings gear in the
    upper right, you will be able to change the complexity of your work space.