VIDBOX®

Video Conversion for PC™

User Guide

End User License Agreement

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1. Introduction

Video tapes can deteriorate over time. Deteriorated videos will exhibit color bleed, white specks, and other distortions. Don't let this happen to your precious memories by archiving your videotape collection onto DVD. **VIDBOX® Video Conversion for PC™** offers the fastest and easiest way to do just that.

Video Conversion for PC enables novice and professionals alike to bring back precious memories from old VHS, Betamax and camcorder tapes. Convert analog tapes to digital formats with this product today to preserve priceless home videos forever. If you have a Mac, please check out Video Conversion for Mac (Mac solution) or Video Conversion Suite (PC & Mac solution).

1.1. System Requirements

- **Operating System:**
  Windows® 10, 8, 7
- **Available USB 2.0/3.0 Port**
- **Processor:**
  Intel® Core 2 Duo or higher
- **Memory:**
  1GB of RAM
- **Free Hard Disk Space:**
  15 GB recommended
- **Other:**
  VCR/Camcorder for tape conversion
  DVD Writer for DVD
  Other player-specific cables as needed

1.2. Input / Output Formats

- **Video Input:** WMV, MPEG-1, MPEG-2
- **Image Input:** JPG, GIF, BMP, PNG
- **Video Output:** MPEG-1, MPEG-2, MP4, DVD, WMV

2. Video Conversion for PC Installation

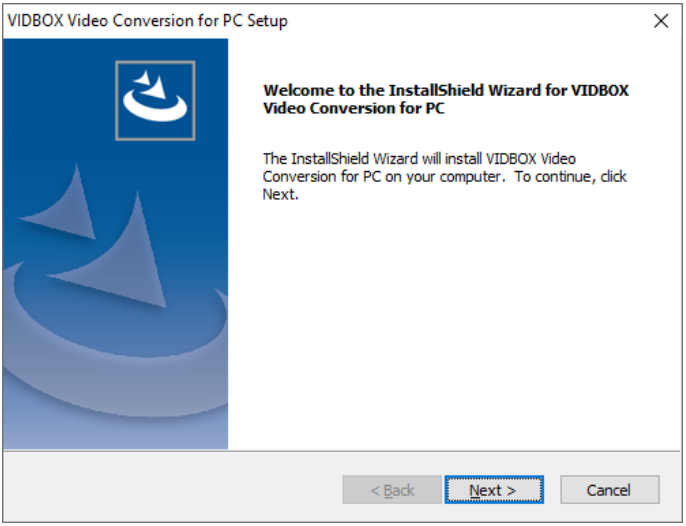
2.1. Installing Video Conversion for PC

Please make sure you are logged in as an Administrator before proceeding.

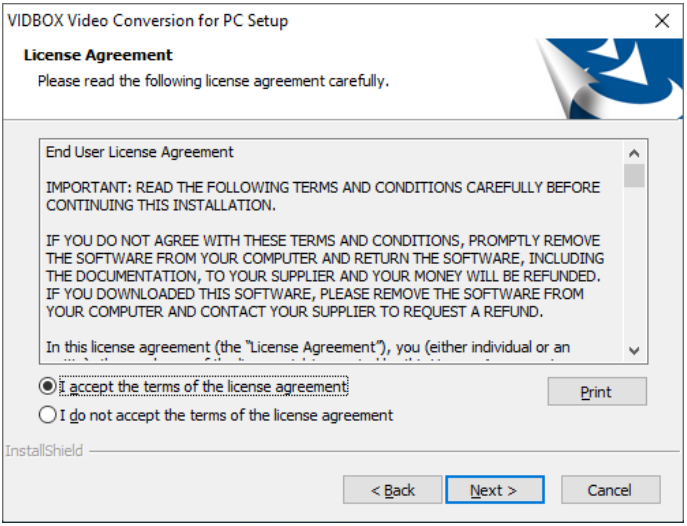
2.1.1. Insert the installation CD into the CD/DVD drive on your computer.
Disable any Anti-Virus or Anti-Spyware.

2.1.2. The installation process will start automatically.
*Note: If the installation does NOT start automatically, double-click the **"Setup.exe"** file on the installation CD to begin the installation process.*

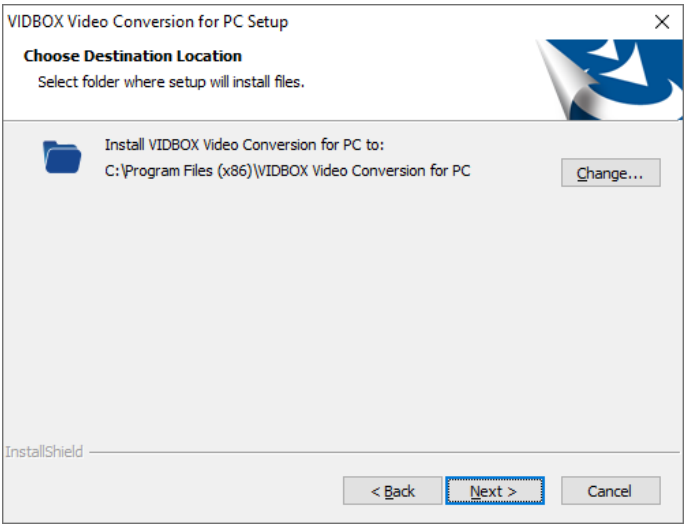
2.1.3. Click **[Next >]** to continue the installation.



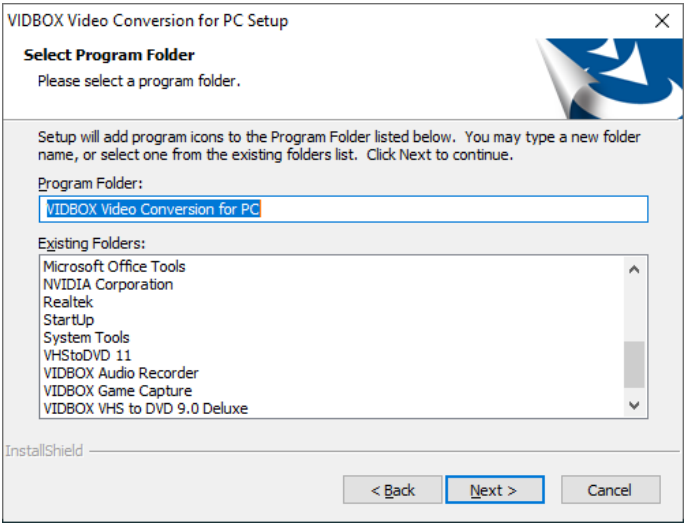
2.1.4. Read the License Agreement. Click **[Next >]** after accepting the License Agreement to continue with the installation.



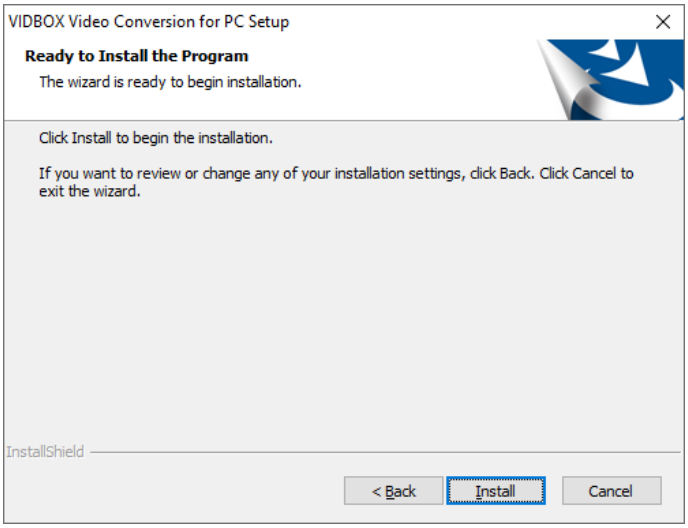
2.1.5. Click **[Change…]** if you want to install the software in a different folder. Click **[Next >]** to continue with the installation.



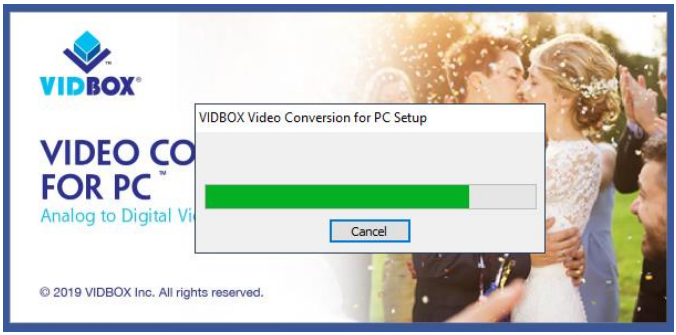
2.1.6. Accept the default program folder or create your own program folder by entering a new folder name. Then click **[Next >]** to continue with the installation.



2.1.7. Click **[Install]** to start installing the software with the current settings. If you want to change the settings, click on **[< Back]** to go back to the previous screen.



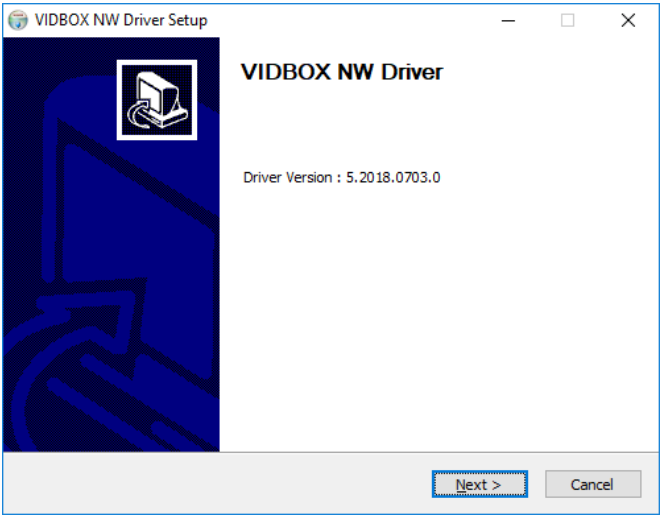
2.1.8. The setup status screen will display the installation progress. Please wait for completion.

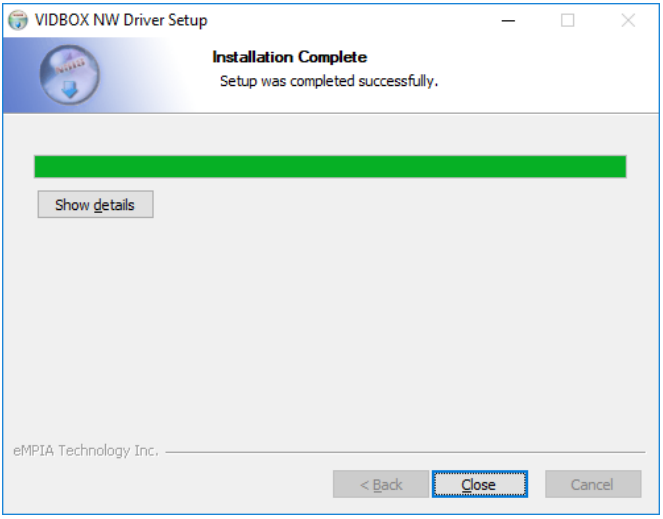


***** When the software has completely installed, the device driver for the USB capture device must be installed (see section 2.2).**

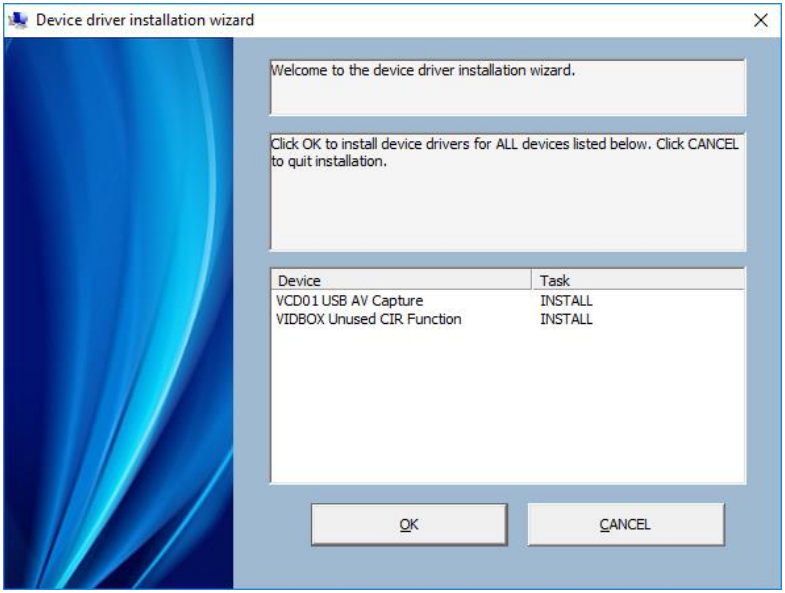
2.2. Installing the device driver.

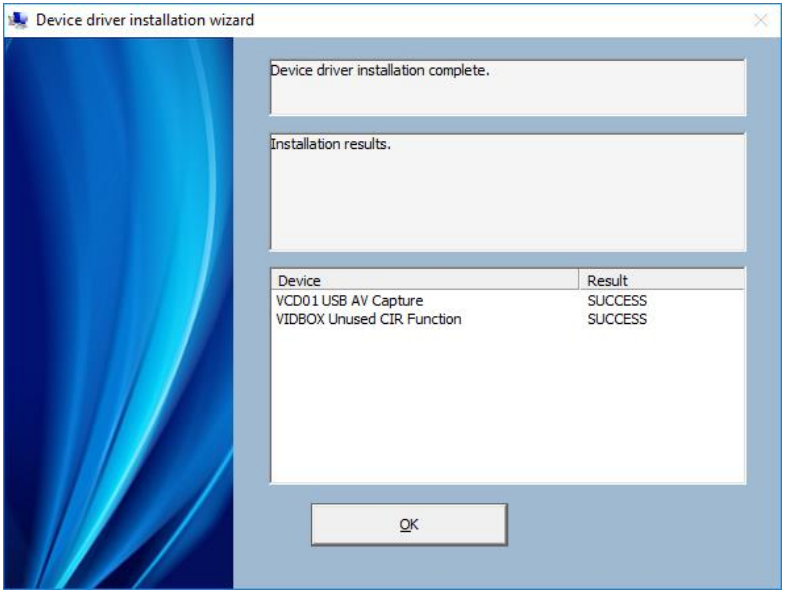
Follow the on-screen directions.





12. VIDBOX®


Device driver installation wizard
Welcome to the device driver installation wizard.
Click OK to install device drivers for ALL devices listed below. Click CANCEL to quit installation.
Device
Task
VCD01 USB AV Capture
INSTALL
VIDBOX Unused CIR Function
INSTALL
OK
CANCEL


Device driver installation wizard
Device driver installation complete.
Installation results.
Device
Result
VCD01 USB AV Capture
SUCCESS
VIDBOX Unused CIR Function
SUCCESS
OK

3. Product Registration

Register at: https://vidbox.company/productregistration

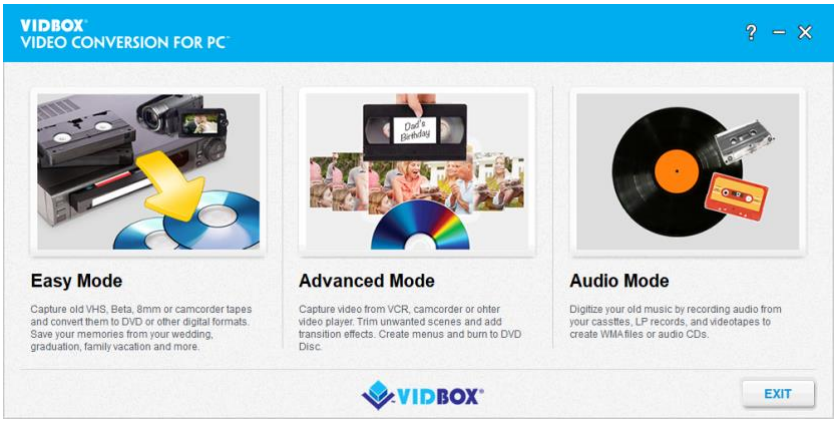
By registering the product, your Product Key will be safe and easily retrievable in the event that it is lost or stolen.

4. Starting Video Conversion for PC

You can start **Video Conversion for PC** by simply double-clicking on this icon typically found on your desktop.

Or you can start the program through the **Start** menu button by clicking: **Start → All Programs → VIDBOX Video Conversion for PC → VIDBOX Video Conversion for PC**

The following main menu screen will be displayed when the program starts.



The **Easy Mode** allows you to convert analog video such as VHS, Beta, 8mm, camcorder video tapes to digital video formats including DVD disc and video file such as MPEG-2 and MP4 file formats.

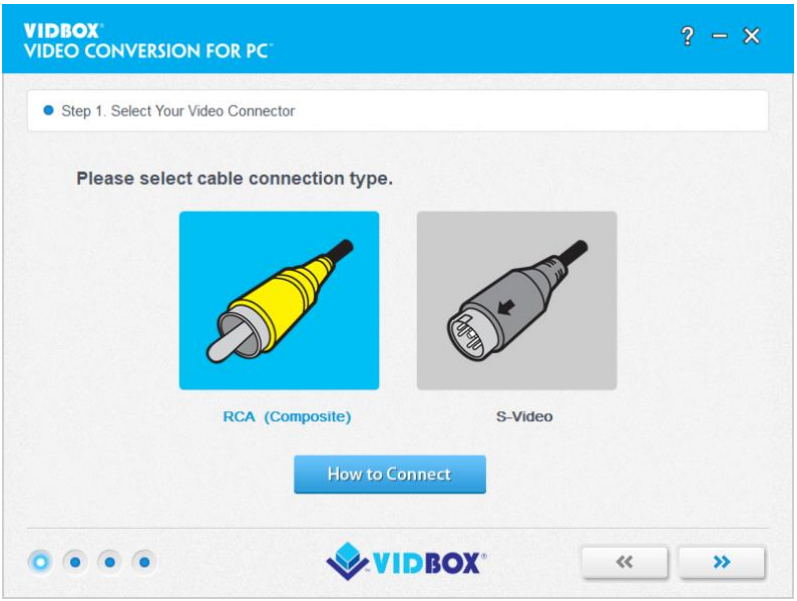
The **Advanced Mode** is recommended for users who need to make multiple recordings, edit recordings, and/or create disc menus.

The **Audio Mode** is recommended for recording sound only. It can be used to record sound from various audio devices including LP turntables, cassette tapes, and any other device that can be connected to an RCA/Composite audio jack.

5. Easy Mode

The **Easy Mode** assists you with converting your old analog video tapes including VHS, Beta, camcorder and more to digital formats including MPEG-2 files and DVD disc. From the main menu screen, select the **Easy Mode** to begin.

5.1. Step 1 - Select your video connector



Select your video connector type: RCA (Composite) or S-Video. Click the arrow pointing to the right to proceed.

If you need assistance with setting up the hardware including the video player and USB video capture device, click on the How to Connect button.

Note: S-Video cables transmit a higher quality video signal than regular RCA (Composite) cables, but they do not carry an audio signal. RCA (Composite) audio cables are still required when making an S-Video connection.

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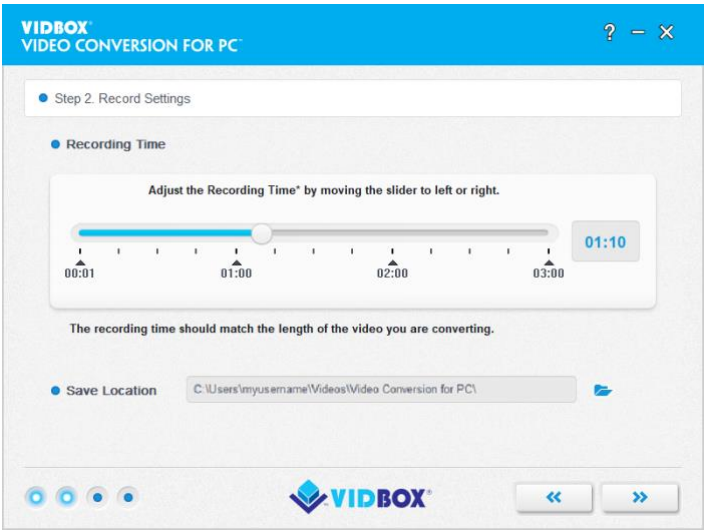
Select your video player and the type of cable you are using. Then connect your devices with appropriate cable as shown on the screen. Click the button to exit out from the screen.

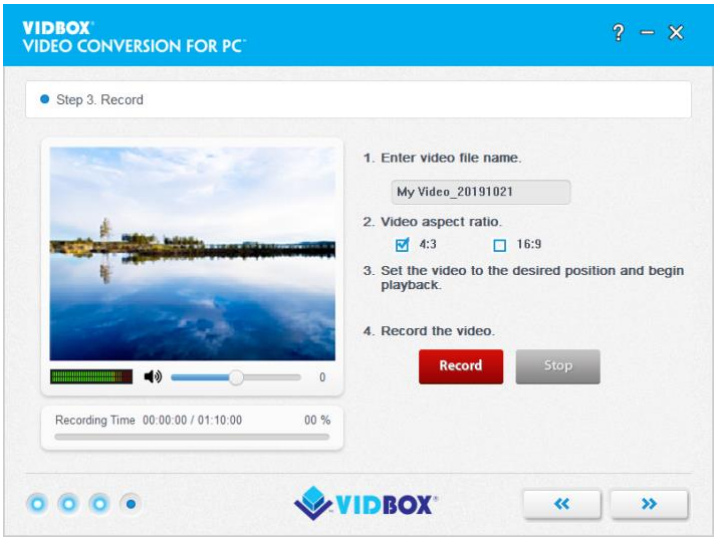
5.2. Step 2 - Record Settings



Set your Record settings by adjusting the Recording Time slider to match the length of the video you will be recording. Click the arrow pointing to the right to proceed.

Save Location – this is the directory/folder on your computer's hard drive, where all video recordings will be saved.

5.3. Step 3 - Record

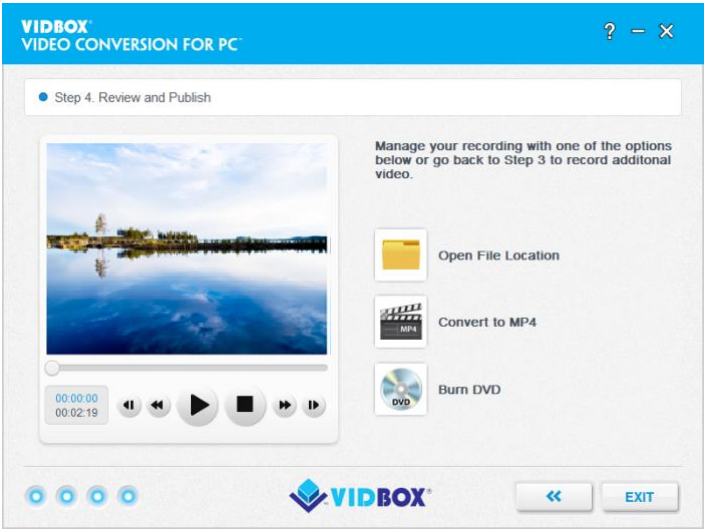


1. Enter the video file name.
2. Select the video aspect ratio.
    a. If you are converting VHS tapes, it should be in 4:3 format.
    b. Select the Widescreen (16:9) option if your video appears squished or compressed in the Preview Screen. Generally, this will only be necessary for camcorder DV tapes recorded in the 16:9 format.
3. Begin playback of your video tape to view it in the Preview Screen.
4. Click the **[Record]** button to start recording. Click the **[Stop]** button to manually stop the recording any time.
5. Once finished, click the arrow pointing to the right to proceed.

*Use the **Recording Volume** slider at the bottom of the Preview Screen, to adjust the recording volume. Volume Meters to the left of the slider display a visual representation.

> **Tip:** It is always a good idea to preview the loudest sections of your video source while adjusting your recording volume. This will help you to avoid distortion when the signal peaks in the red during actual recording. For best recording volume, set the volume slider so the meter spikes in the yellow but not in the red.

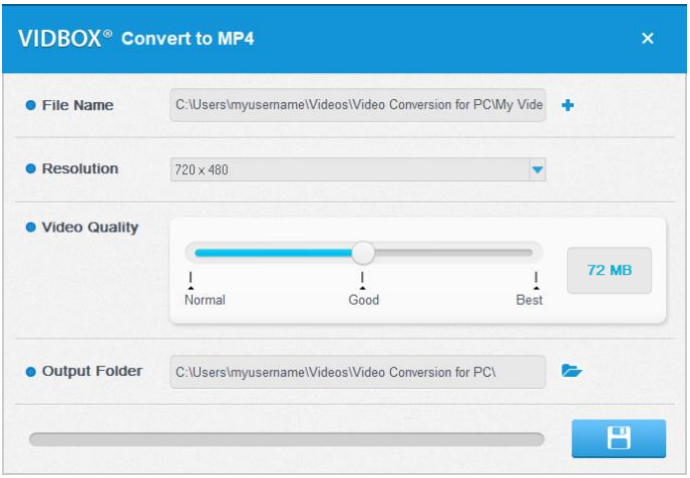
5.4. Step 4 – Review and Publish



There are several options that may be used to manage your recordings.

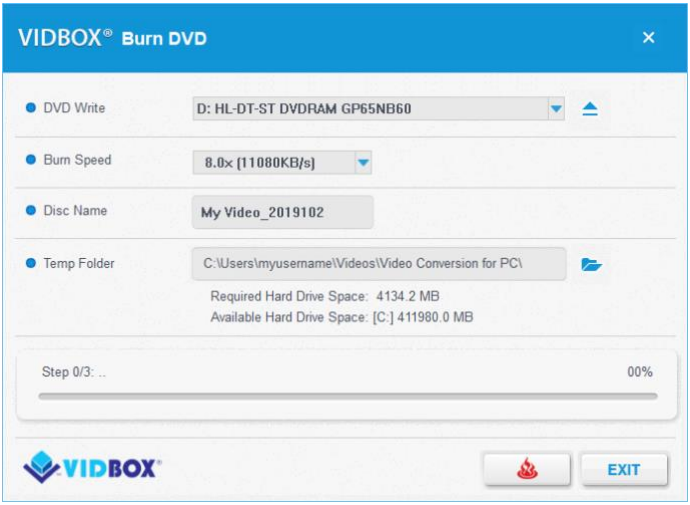
- Use the player on the left to test video playback.
- Click the **Open File Location** to open the folder where the video recordings are saved.
- Click **Convert to MP4** to convert the recorded clips to MP4 format to watch on your mobile device or computer (see section 5.4.1 Convert to MP4).
- Click **Burn DVD** to burn the recorded video into DVD format (see section 5.4.2 Burn DVD).

5.4.1. Convert to MP4



1. Choose a resolution setting and video quality setting. Choosing higher resolution and video quality will result in larger file size.
2. Click on the button to begin.

5.4.2. Burn DVD



1. **DVD Writer:** select your DVD writer. Generally, your DVD writer will be selected automatically.
2. **Burn Speed:** use this option to specify the speed at which your disc drive will burn your disc.
   Slower burn speeds will typically yield better disc results. If you encounter burning problems, try lowering the burn speed.
3. **Disc Name:** enter a disc name for the DVD.
   The name will be visible when played on a computer or from the display interface on supported DVD players.
4. **Temp Folder:** the files will be temporarily stored in this folder.
   Once recording is complete, the video will be written to your blank disc and the contents of the Temp Folder will be deleted. You can change the Temp Folder location by clicking the folder icon and selecting a new folder.
   Changing your Temp Folder is not recommended unless the Required Hard Drive Space exceeds the Available Hard Drive Space.
5. Then click the **[Burn]** button to start burning the DVD. Click the **[Exit]** button to exit the program.

***Warning: Manually ejecting your disc before completion can cause the disc to malfunction.**

6. Advanced Mode

To open the Advanced Mode, select **“Advanced Mode”** from the main menu screen.

The Advanced Mode combines the same recording functionality of the Easy Mode with the ability to manage your video conversions from recording, to editing, and finally to burning.

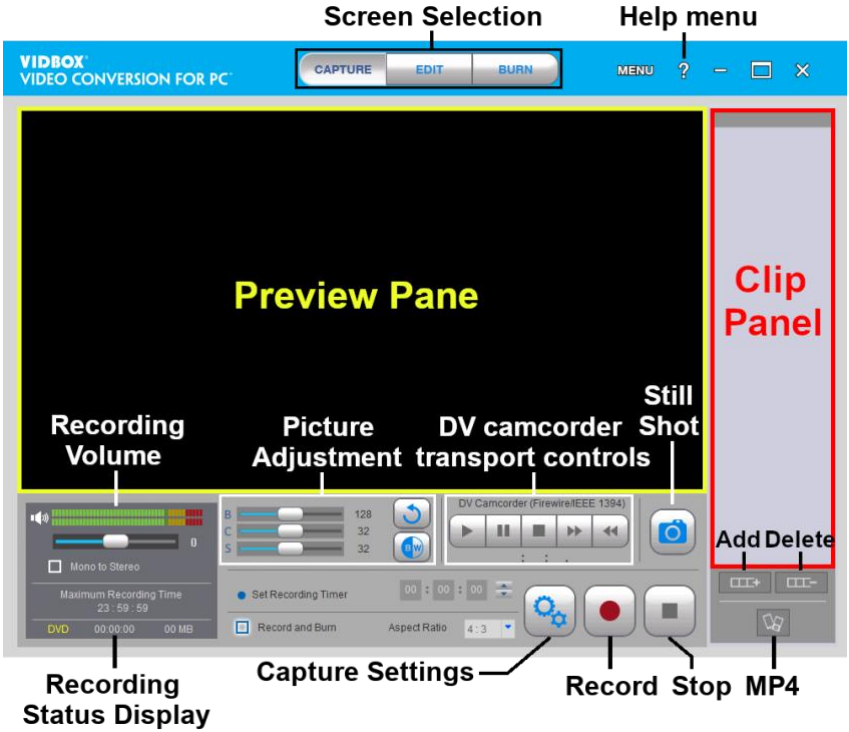
You can use the Advanced Mode to perform many functions including:

- Record from multiple tapes and/or video sources
- Convert to DVD, MPEG, WMV, LongDVD, MP4
- Convert overseas tapes to your local standard
- Import existing videos from your computer
- Edit and/or combine recordings from one or multiple sources
- Add transitions, special effects, and text to video
- Preview recording before burning to ensure it plays as desired
- Create custom disc menus
- Burn your recordings to DVD or save to burn later

If you are looking for complete control of your video recordings, the Advanced Mode will provide that and more.

6.1. Capture

The Advanced Mode opens to the Capture screen upon selection from the Main Menu. You can choose to use any of the three modes - Capture, Edit, or Burn - by selecting one from the top of the screen.



The Capture screen is used to record video from any external video source such as a camcorder, VCR, etc. Below are descriptions for some of the functions and areas found within the Capture screen.

Screen Selection – select the section you wish to use – Capture, Edit, or Burn – and the Advanced Mode will switch to that screen.

Preview Pane – used as a substitute for a TV/monitor to preview your video before and during recording.

Recording Status Display – displays the Maximum Recording Time, the format selected for recording (DVD, MPEG, WMV, or LongDVD), the amount of time spent recording, and the file size of the recording in megabytes.

Recording Volume – use the slider to adjust the recording volume, visible in the volume meters located above the Recording Status Display. *For best recording volume, set the volume slider so that the meters peak in the yellow but not in the red.

Record and Burn – automates the Advanced Mode similar to the Easy Mode. It will automatically burn your video to disc after the recording timer has finished, or the Stop button is clicked.

Aspect Ratio – provides 4:3 option for standard definition video and 16:9 for HDV/DV video.

Capture Settings – manage the video recording type, recording quality/time, save location, device settings, and video adjustments.

Clip Panel – all recorded, imported, and merged video clips will appear here as thumbnail images.

Help Menu – access the User Guide, Product Registration, and Product Key information.

Getting Started: Capture

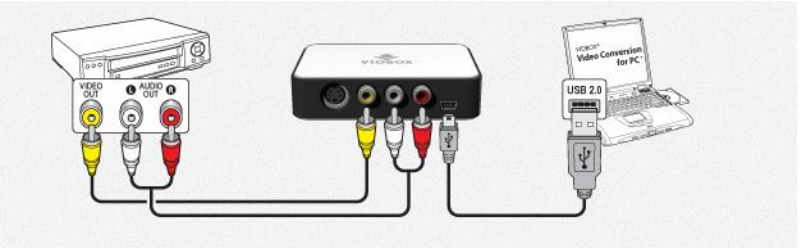
There are five steps to capturing in the Advanced Mode:

Step 1 – Connections
Step 2 – Capture Settings
Step 3 – Optional Settings
Step 4 – Preview
Step 5 – Recording

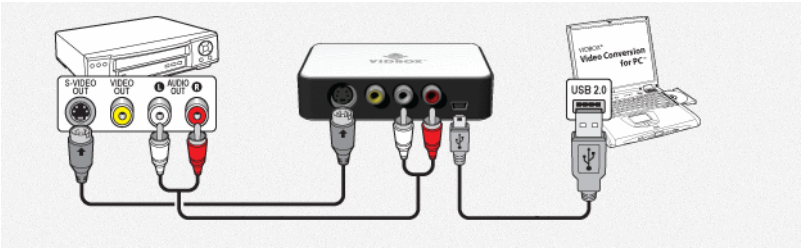
These steps are described in more detail below.

6.1.1. Step 1 – Connections

You will first need to connect your video player to your capture device or capture card. Connections for the USB capture device are shown below.



Connections from your video player can be made via **RCA (Composite) cables** (above), or with a combination of **S-Video and RCA (Composite) audio cables** (below).



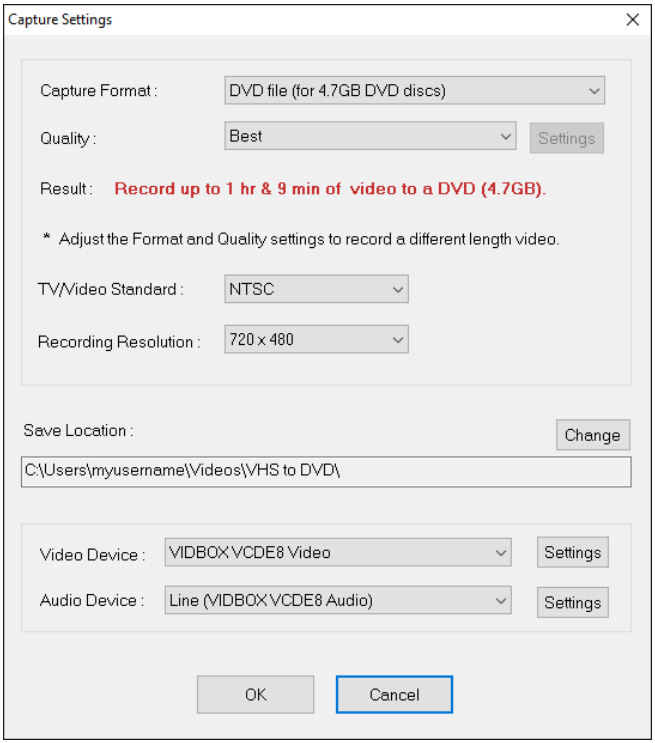
Tip: It is important to connect the capture device to your computer before opening the Video Conversion for PC program to ensure proper device detection.

6.1.2. Step 2 – Capture Settings

Before making any settings, you will need to determine the requirements for your finished product.
To help determine those requirements, you may want to ask yourself the following questions:

- How long is my video or how long do I want it to be?
- Will I be recording to disc or saving as a file?
- What type of disc or file will I be recording to?
- Am I going to do any editing?

Once you have decided on the requirements for your recording, access the Capture Settings control panel using the **Capture Settings** button at the bottom of the Capture screen.



Capture Format – specify the video format and disc type you want to record you video in. See the Appendix for information regarding each format option.

Quality – specify the quality setting that your video will be recorded in.
*This option, in combination with the Format option, will determine how much video can be recorded to disc.

Result – this line indicates the amount of video that can be burned to the type of disc selected in the Capture Format option. This line will change based upon the settings made in the Format and Quality menus. Typically, after deciding on your capture format, you can adjust the quality setting to best match the length of video you will be recording.
*If you will be recording multiple videos, choose the setting that best matches the total amount of video you plan to burn on one disc.

TV/Video Standard – specify the video standard you want your video recorded in, NTSC or PAL. NTSC is the common video standard for North America. PAL is typically used in Europe and British Commonwealths.

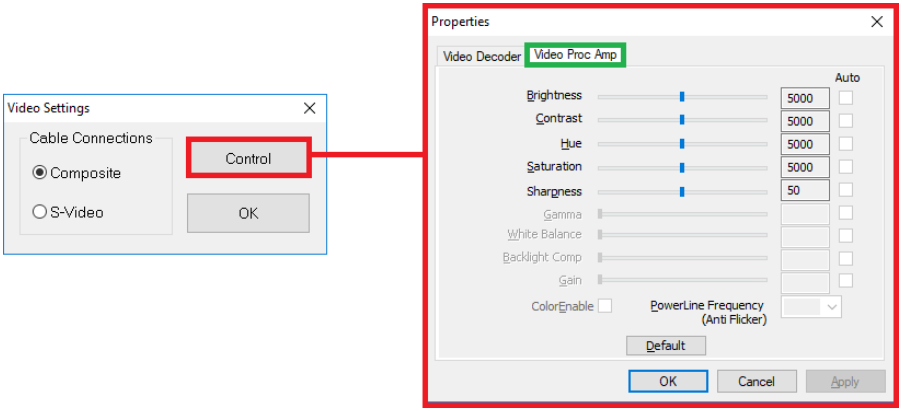
> **TIP**: This option can also be used to convert a PAL videotape to the NTSC standard and vice versa. See the Appendix for information on converting video types.

Recording Resolution – use this menu to change your video recording resolution.
*Try lowering this option if you experience unstable or choppy video.

Save Location – this is the directory/folder on your computer's hard drive, where all video recordings will be saved permanently.

Video/Audio Device – use these menus to select your video/audio capture device.

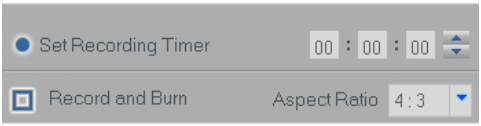
- Video Device 'Settings' – use this button to specify your video cable connection (Composite or S-Video), and access picture adjustments for brightness, contrast, etc., using the Control button and 'Video Proc Amp' tab. (see image below)



- Audio Device 'Settings' – use this button to adjust the recording volume of the device.

When you are finished making your settings, click the OK button at the bottom to close the capture settings panel and return to the main capture screen.

6.1.3. Step 3 – Optional Settings



- **Set Recording Timer** – Setting a Recording Time enables the Advanced Mode to stop recording once the time entered has elapsed. The timer will not start until the Record button is clicked. Upon completion, any video captured will appear in the Clip Panel as a thumbnail image.

- **Record and Burn** – Checking this box will further automate the process and prompt the Advanced Mode to burn your video to disc when the recording is complete. This option does require a recording time to be set. *Make sure to insert a blank disc into your disc writer before you start recording.

- **Aspect Ratio** – Select the option based on the type of video you will be recording. For standard, non-HD video, you should select the 4:3 option. For HDV/DV video you should select the 16:9 option. *Unless you specifically recorded your video in HDV or DV video, you would typically select the 4:3 option.

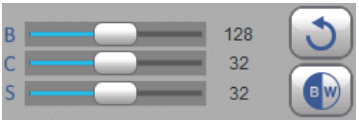
6.1.4. Step 4 – Preview

- Connect your video player to the computer via your capture device/card if you have not already done so (refer to Step One in this section for more information).
- Insert a video tape into your video player/camcorder if necessary, and press Play on the player/camcorder.
- If you are capturing from a digital camcorder, connected via Firewire (IEEE1394) cable to your computer, you can use the on-screen camcorder transport controls to play your tape.

- Your video should appear in the **Preview Pane**, and the audio should be heard through your computer speakers.

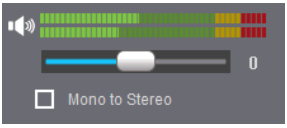
*If you do not see/hear your video or it appears faulty please refer to Section 10. Troubleshooting.

- Adjust picture settings, if desired, using the on-screen **Brightness**, **Contrast**, and **Saturation** sliders.



*Additional picture adjustment options can be found in the 'Video Proc Amp' tab inside the Video Device Settings (see 'Step Two – Capture Settings')

- Adjust the Recording Volume if necessary, making sure to avoid setting the volume to high and distorting your audio.



The meters will display more bright green bars to the right, as the signal volume increases. Yellow warning bars will light up, if your volume becomes dangerously close to distorting (too loud), and red bars when audio distortion is likely.

> **Tip:** It is always a good idea to preview the loudest sections of your video source while adjusting the recording volume. This will help you to avoid distortion if the signal spikes in the red during actual recording.

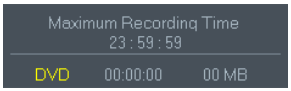
- The **Mono to Stereo** checkbox mixes the left and right audio channels when checked. This is useful for Mono audio sources to send audio to both channels, but it should not be used with Stereo audio sources that have distinct left and right channels.

- When you are happy with the video/audio preview, rewind or fast forward your video to the point you wish to record from.

6.1.5. Step 5 – Recording

Record – click the **Record** button at the bottom of the Capture screen when you are ready to capture your video.

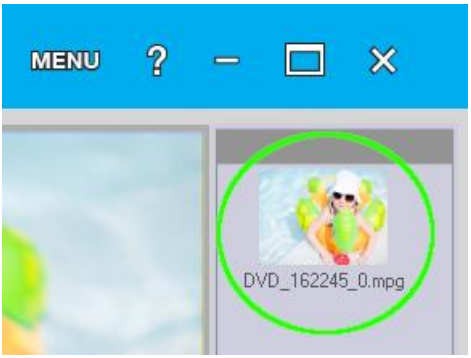
Recording Status Display – use this display to check the status of your recording, verify the recording format (DVD, MPEG-2, WMV, etc.), and monitor the size of your file.



The **Maximum Recording Time (MRT)** indicates how many hours of video recording are available on your computer's hard drive. (Maximum MRT display time is 23 hours, 59 minutes and 59 seconds regardless of hard drive space/size). *See the Appendix for additional info.

Still Shot – use the **Still Shot** button, above the Stop button, to capture still images from your video. The still shot feature can be used when previewing or recording video.

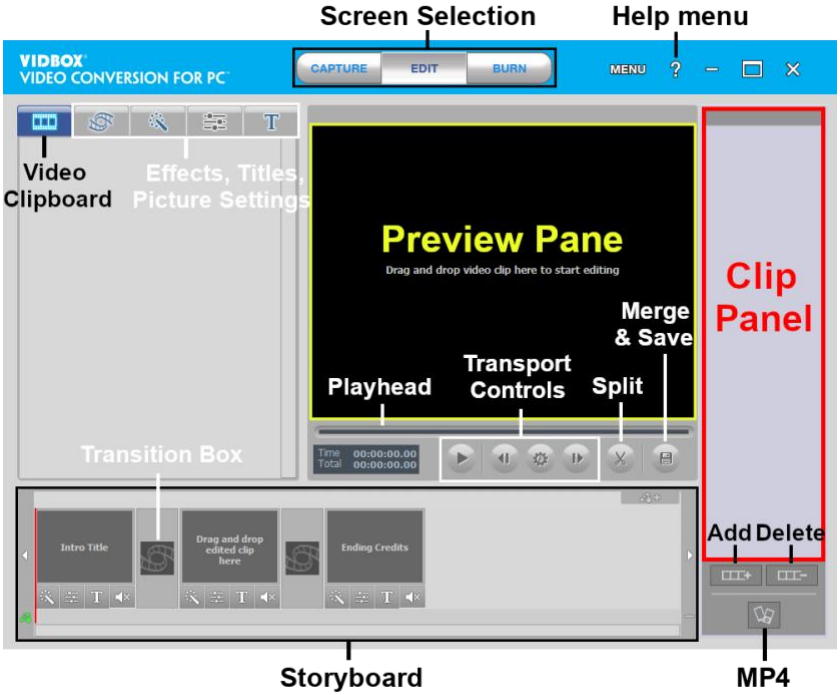
Stop – click the **Stop** button when you are ready to halt the capture process. Any video that has been captured will appear in the Clip Panel on the right as a thumbnail image.



*If you wish to remove any captured video clips from the Clip Panel, first select the clip and then click the Delete button at the bottom of the panel.

- You can repeat the process to record more tapes, move on to the Edit screen if you need to edit, or go directly to the Burn screen to burn your recording(s) to disc.

6.2. Edit



In the Edit screen, you can split your video clips into smaller segments, arrange segments within the storyboard, add background music and transitions, apply effects, and overlay text.

*Editing is an optional process and is not a required step in the conversion process. If you do not need to perform any editing, you should select the Burn button from the top of the screen.

Below are descriptions for some of the functions and areas found within the Edit screen.

Video Clipboard – displays any video clips you have edited/split in the Preview Panel. Clips are displayed in thumbnail format.

Effects Tabs – choose from a wide array of transitions, special effects, and titles.

Storyboard Panel – drag and drop your edited clips from the Clip Board here. Organize, add transitions and text titles, apply special effects, and create intro and ending credits.
*Limited to 10-15 clips at one time. See **Step 3 – Storyboard Arrangement** for more information.

Clip Panel – all recorded, imported, and merged video clips will appear here as thumbnails.

Preview Panel – used to preview and edit your video clips. Start here to begin the edit process.

Merge and Save – used to merge the clips in the Storyboard Panel together and save a new, finished video clip.

Getting Started: Edit

There are four necessary steps to editing in the Advanced Mode, and two optional ones:

Step 1 – Preview Video
Step 2 – Splitting Video
Step 3 – Storyboard Arrangement
Step 4 – Effects, Titles & Picture Settings (optional)
Step 5 – Adding/Disabling Audio (optional)
Step 6 – Merge & Save (Rendering)

These steps are described in more detail below.

6.2.1. Step 1 – Preview Video

To begin editing, drag and drop the video clip onto the Preview Panel. You can also double-click a video clip in the Clip Panel to play it in the Preview Panel to begin the editing process. Once loaded, you can use the transport controls at the bottom of the Preview Panel to preview your clips and locate your edit points.

Play – click to begin video playback.

Pause – click to pause video playback.

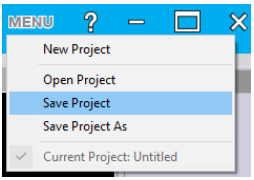
Previous Frame – click to reverse the video.

Next Frame – click to advance the video.

Jump Frame– click to change the interval at which the Previous and Next Frame buttons reverse or advance the video. *Useful for making precise edits.

Playhead – indicates the preview location within a video clip. The playhead marker can be dragged left or right to adjust the preview position of your video in the Preview Panel.
*The Playhead also indicates where the split will occur if the split button is clicked.

Save Project – When you need to save your editing progress and finish it later, use the Save Project option from the Menu button in the top right corner of the screen.



When prompted, provide a descriptive name that matches your project and save it to a familiar location on your hard drive.

*Your project will be saved as a **Project File**, see the Appendix for more information.

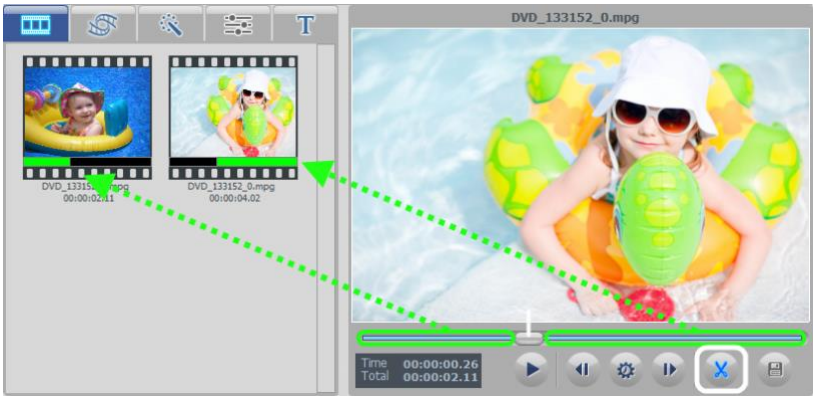
6.2.2. Step 2 – Splitting Video

Once you have located a section in your video that requires an edit, whether it is a cut, a transition, or a special effect, you will want to split your video clip. This allows for a transition to be inserted or isolates a section from the rest of your video.

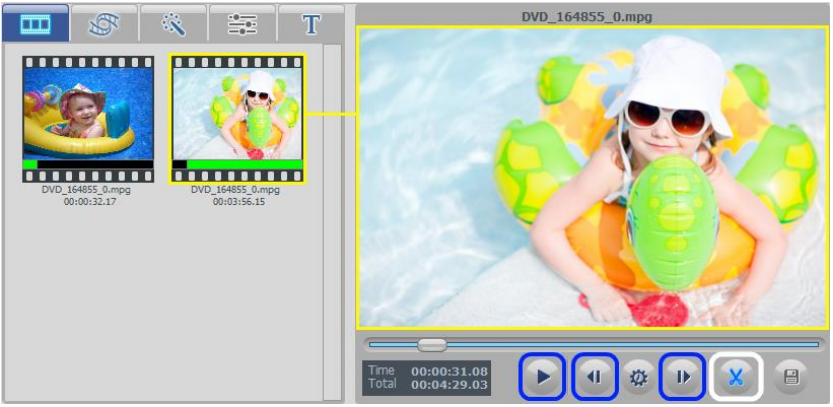
The feature functions similarly to cutting film strips or negatives. Cutting a physical negative with a pair of scissors divides it in two. Splitting a video in the edit section works the same, leaving you with two divided clips, that are automatically placed in the Video Clipboard.

Split – Use the **Split** (scissors) button to split your video at the current playhead position or video frame appearing in the panel. Use the **Pause**, **Previous Frame**, and **Next Frame** controls if necessary, to locate an exact scene or frame to split your video on.

Once split, your video will be divided into two segments (before playhead / after playhead), and both will be automatically placed in the Video Clipboard on the left.

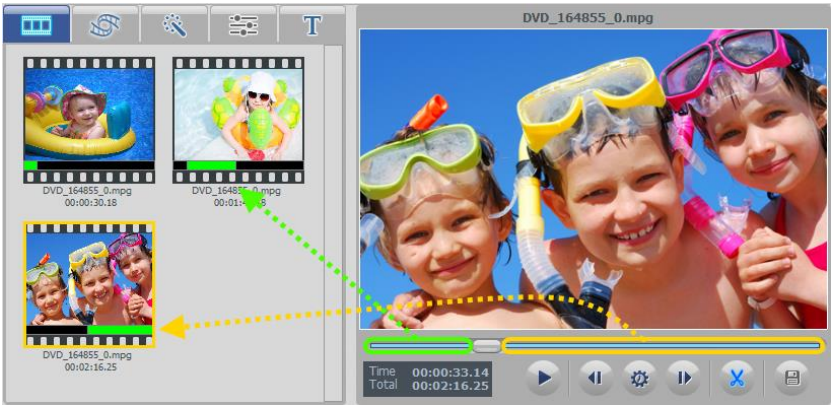


To split again, select a video segment from the Video Clipboard and it will automatically begin playing in the Preview Panel.



Locate your split point in the Preview Panel and click the **Split** button (circled in white).

> **Tip**: Use the **Pause**, **Previous Frame**, and **Next Frame** controls (circled in blue) to help you locate and make more precise splits. Use the **Jump Frame Rate** button to change the speed of the Previous and Next Frame buttons.



For help in identifying scenes, a black bar is displayed below each split segment representing your entire original video. Inside the black bar, is a shorter green bar showing the location for that segment within your original video. The green bar is what will be played, from your original video, when you select that segment.

You will also find the duration of each segment listed below, along with the name of the original video file that the segment was split from.

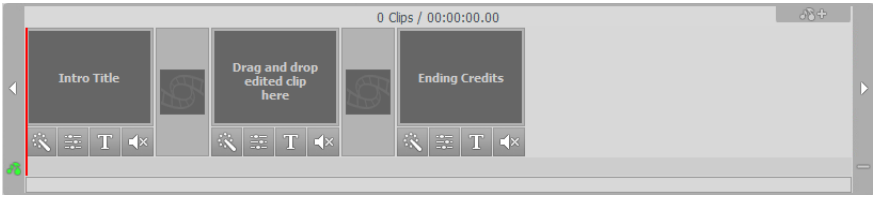
6.2.3. Step 3 – Storyboard Arrangement

After splitting your video into smaller segments or clips, you can arrange them in the **Storyboard Panel**.

It is recommended that you add no more than 10-15 clips to the Storyboard at one time. If your project requires additional clips, please proceed through Steps 4, 5, and 6-Merge and Save process each time you reach the 10-15 clip limit to create an Intermediate video segment for your final cut. It will be necessary to clear the Storyboard and repeat Editing steps 3-6 for each grouping of 10-15 clips.

Once all groups have been merged into Intermediate segments, you can combine all the segments saved in the Clip Panel, by adding them to the Storyboard and Merging and Saving one last time to create your final cut.

You may have noticed that the Storyboard already contains three blank frames with text.



The first and last frames are reserved for creating custom **Intro and Ending Titles** for your video. They can be removed by right-clicking on one or both and selecting ‘Delete’ from the pop-up menu. The deleted title frame(s) will remain but in a grayed out form. To add a Title frame back, right-click anywhere in the Storyboard and select ‘Add intro title’ or ‘Add ending credits’.

The middle frame is where you should add your first video clip or image into the Storyboard.

To move video clips to the Storyboard, select a segment from the Video Clipboard or Clip Panel and drag it to the Storyboard Panel at the bottom of the edit screen.

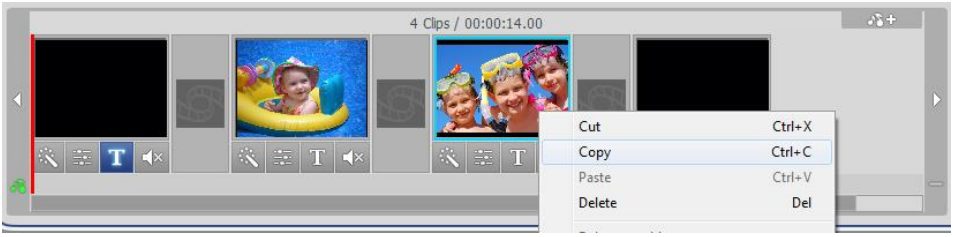
Additional video clips can be added around the middle frame, but not before the Intro or after the Ending Title frames. As clips are added, the Ending Title frame will automatically move to the right, making room for each new clip or image added.

The picture above shows a clip (outlined in yellow) being dragged from the Video Clipboard on the left and added to the Storyboard. The green outlined frame is the Ending Title clip, shifting to the right to make room for the clip outlined in yellow.

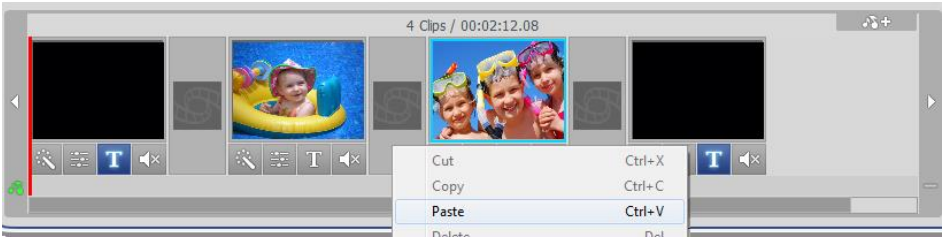
You can also move clips within the Storyboard Panel by dragging and dropping frames. Dragging a video frame to the right or left will change its position. The vertical white bar will appear to indicate where the video frame will be placed within the storyboard sequence.

Tip: To move multiple video frames, hold the Shift or Ctrl key while selecting them, then drag and drop to the desired location. Each selected video frame will move as a group to the new location and place them in the order of the original sequence.

Video frames can also be cut or copied, then pasted to another location within the Storyboard Panel by right-clicking on that frame and selecting 'Cut' or 'Copy' from the pop-up menu.



When pasting a video frame in the Storyboard, right-click between any two frames and select the paste command to place the clip in-between.



To add an image to the Storyboard, import your image to the Clip Panel using the Import button at the bottom, then drag it from the Clip Panel to the desired location in the Storyboard.

To completely remove a clip or image from the Storyboard Panel, right click on the video or image frame and select 'Delete'' or ‘Cut’ from the pop-up menu.

The frame will disappear from the Storyboard but the original video or image copy will remain in the Video Clipboard above or in the Clip Panel on the right.

To preview anything within the Storyboard Panel, select a frame and click the **Play button** in the Preview Panel.

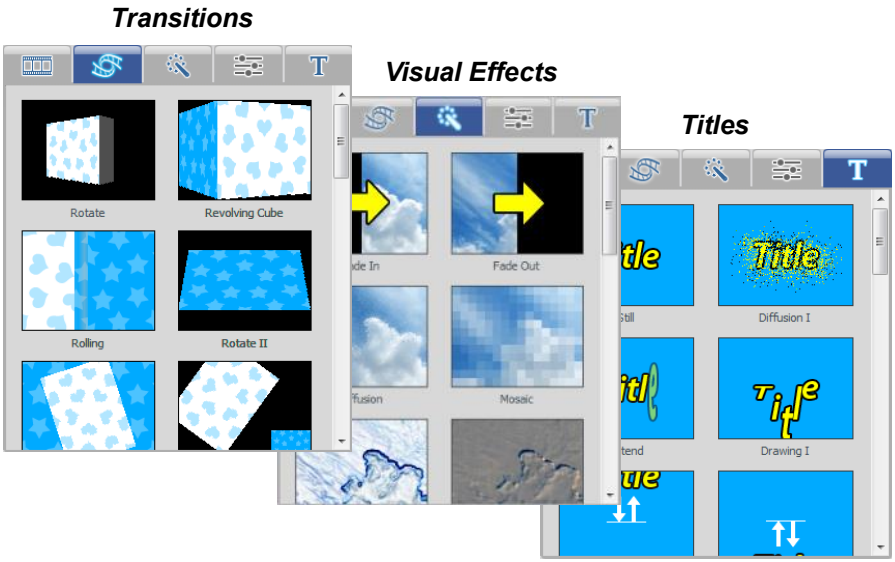
A vertical red bar will scroll across the Storyboard during playback, indicating the playhead's position for that frame.

When you are finished editing, you can merge and save your Storyboard contents using the Merge & Save feature (see 6.2.6. Step 6 – Merge & Save (Rendering)) or continue to Steps Four & Five to add optional effects and background music.

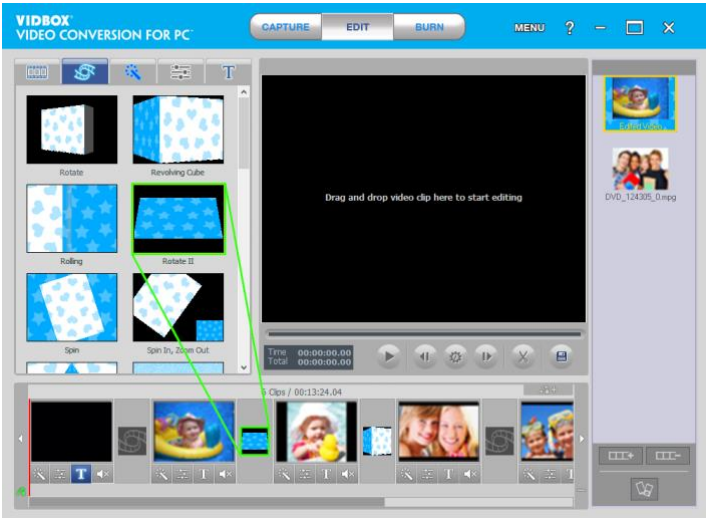
6.2.4. Step 4 – Effects, Titles & Picture Settings (optional)

The Edit screen includes a wide variety of optional effects that can be used to visually enhance your video.

To access the visual effects, select one of the three effect tabs above the Video Clipboard: Transitions, Effects, or Titles.



Transitions: used to provide style or enhance the change from one frame to another.
To add a transition, drag a transition from the Transitions tab and drop it on any transition box between two frames in the Storyboard Panel.

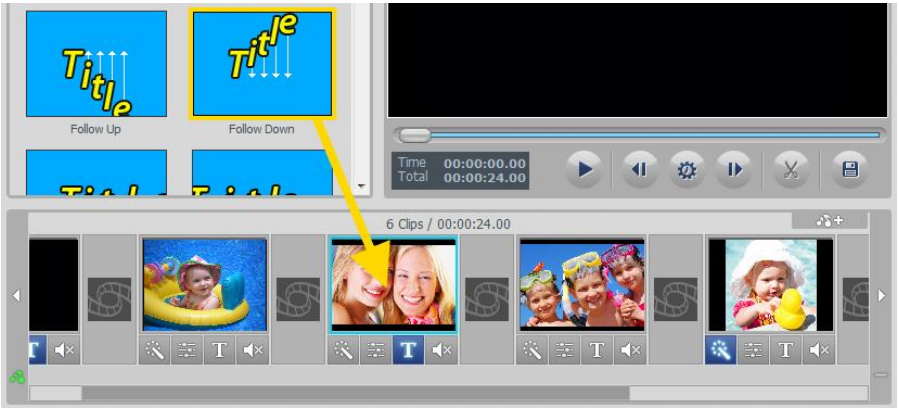


To remove, right-click on the transition box and select 'Delete transition' from the pop-up menu.

Visual Effects: add unique and interesting effects to your video.
To add a visual effect, drag one from the Effects tab and drop it on any video or image frame within the Storyboard panel.

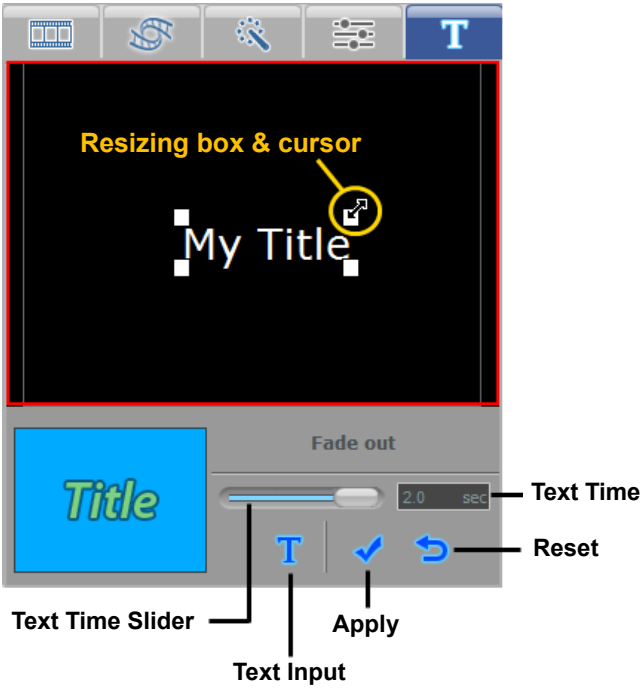
The effects icon will light up at the bottom of the frame indicating a visual effect has been applied.

To remove an effect, right-click on the frame and select 'Delete effect' from the pop-up menu.
Titles: text titles can be added to any frame within the Storyboard Panel, including the first (Intro Title) and last (Ending Credits) frames.
To add a title, drag one from the Titles tab and drop it on any frame the Storyboard panel.



The Title icon will light up at the bottom of the frame indicating a title has been applied.
To customize your title, click the Title icon to open the **Text Editor** pictured below:

Text Editor:



Text Input – Use the **Text Input** button to customize your title, change fonts, color, add shadows, etc.

Title Position – adjust the position of a title within the black preview screen by placing your mouse cursor over the text, and dragging with the 4 arrow cursor.

Title Resizing – increase or reduce the size a title by placing your mouse cursor over one of the four, white corner boxes and dragging diagonally with the 2 arrow cursor.

Text Time – Use the Text Time slider to adjust how long the title will remain on screen.
*Text Time is dependent on the duration of the selected frame in the Storyboard.

Duration: The durations for the Intro Title, Ending Credit, and still image frames can be changed by right-clicking on that frame in the Storyboard and selecting '**Set duration**' from the pop-up menu.

Enter the desired duration (hours, minutes, and seconds) into the corresponding white boxes.
Background Color – Use the background color drop down menu to customize the background color of the selected frame in the Storyboard.

When you are finished editing a title, click the **Apply** button to commit your changes and close the Text Editor.
To remove a title, right-click on a titled frame in the Storyboard and select '**Delete Text**' from the pop-up menu.

Picture Settings: change the Brightness, Contrast and Saturation for video and image frames in the Storyboard.

To make adjustments, select the **Image Process** button at the bottom of any frame within the Storyboard panel.
The Image Process section will activate above the Storyboard, providing access to the Brightness, Contrast, and Saturation sliders.

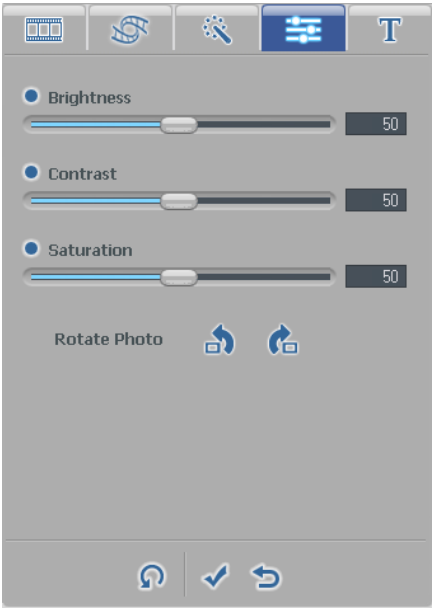
Move the slider bars right or left to make adjustments.

Adjustments can be made in real time by pressing the Play button in the Preview Panel and moving the individual sliders during playback.

Reset – use this button to set adjustments back to their default values.

OK – use this button to confirm and save any adjustments.

Cancel – use this button to undo any adjustments and exit the panel.



The **Image Process** button will light up at the bottom of the frame to indicate picture adjustments have been applied.

6.2.5. Step 5 – Adding/Disabling Audio (optional)

The Edit screen allows you to import audio files and add them to any frame within the Storyboard Panel.

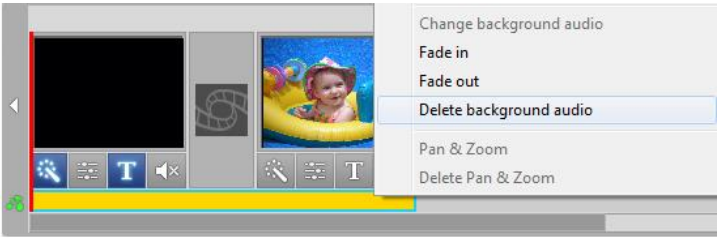
To add an audio file, first select the frame you wish to add audio to within the Storyboard Panel, then click the **Add background audio** button at the top right of the Storyboard.

A windows navigation window will open for you to select an audio file from your computer or external storage device. Select your file and click the Open button.

Added audio files will appear at the bottom of the frame as a colored bar in the Audio Track.

If the background audio file exceeds the time length of the selected frame, the audio file will also appear and play under subsequent frames, until its time limit is reached. See the example above where the audio file was added to the first frame but extends into the second.

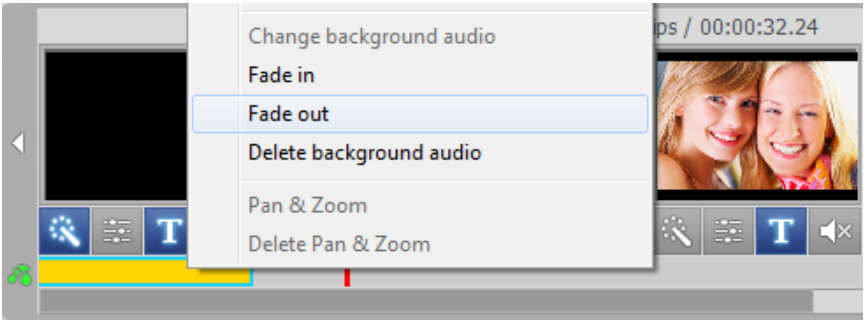
You can shorten the background audio to specific frames by right-clicking any frames with unwanted audio and selecting 'Delete background audio' from the pop-up menu.



The colored bar and audio file will then shorten to the preceding frame.

When shortening an audio file, as in the previous example, you are essentially cutting your audio file. In this situation you may find the audio is cut short, ending prematurely.

To help alleviate any abrupt endings of your audio, right-click the colored bar representing your audio file and select the 'Fade out' option from the pop-up menu.



You can also use the 'Fade in' option from the pop-up menu to slowly increase the volume of the audio during the first few seconds. This can help provide smoother transitions from one audio file to the next or create a more interesting introduction.

The 'Delete background audio' option, as seen in the picture above, can also be selected from the pop-up menu if you need to completely remove the audio file from the Audio track.

***Note: Colored bars will always fill the entire space beneath a frame, even if the audio playtime ends before the frame does. It is not possible to add more than one audio file to a single frame or adjust a colored bar to less than one entire frame.**

To add additional audio files to the Storyboard Panel, simply repeat the steps below;

1. Select a frame in the Storyboard.
2. Click the **Add background audio** button, and select your file.
3. Shorten and Fade if necessary.

It is also possible to mute or disable the recorded audio portion of your video frames within the Storyboard Panel. This can be helpful for hearing background audio better or when trying to create music video montages.

To mute recorded audio, click the **Mute** button directly below any video frame within the Storyboard panel.

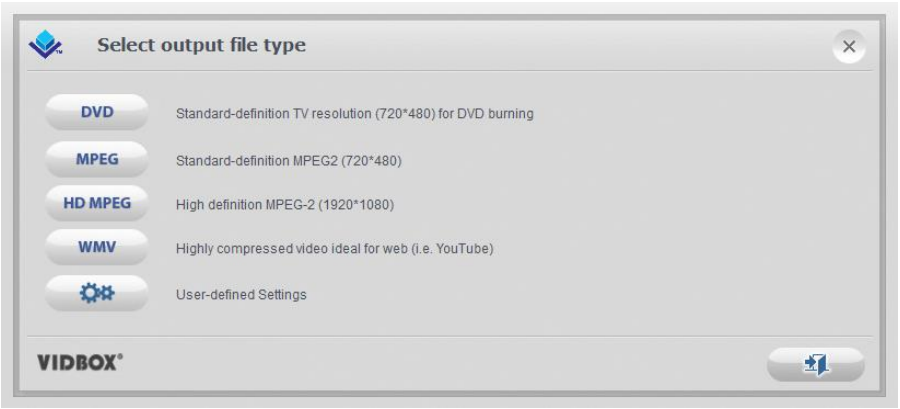
The **Mute** button will light up at the bottom of the frame to indicate audio has been muted.

6.2.6. Step 6 – Merge & Save (Rendering)

When you are finished editing and customizing your video project, you can select the first segment or frame in the Storyboard Panel and click 'Play' in the Preview Panel to review the entire contents of the Storyboard.

If you are satisfied with your editing click the **Merge and Save** button at the bottom of the Preview Panel to apply changes, combine all clips and transitions in the Storyboard, and save as a new video file.

Clicking the **Merge and Save** button opens a screen prompting you to choose an output file type that matches the disc type you will be burning to, or that meets the file requirements for watching on your computer or uploading to the internet.



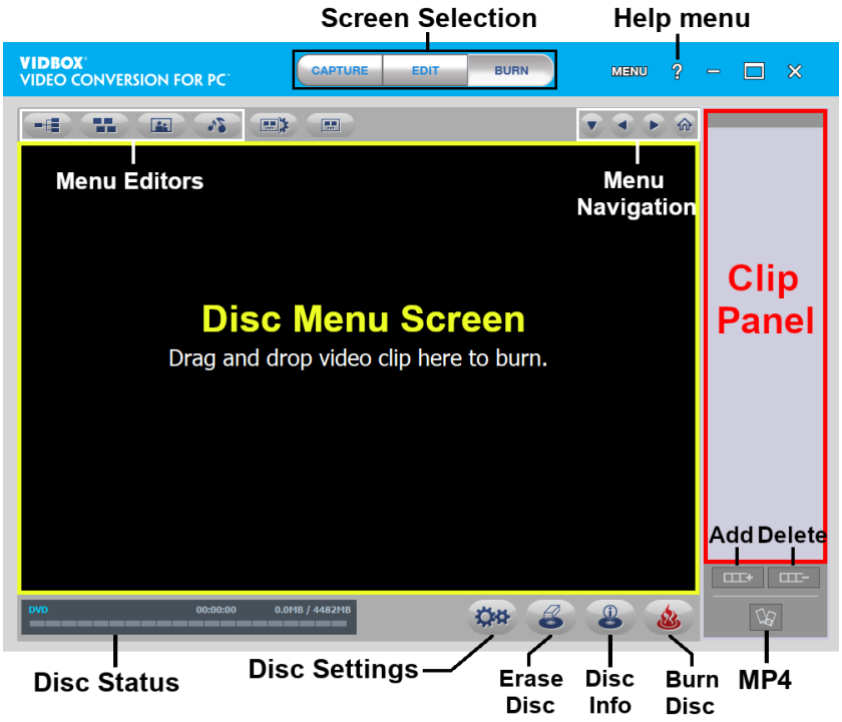
*It is recommended you select the same disc format you chose in the Capture screen prior to recording. Typically, you would select DVD, however, for more advanced needs, you can select the User-defined Settings option to customize your own output file.

> **Tip**: For faster rendering times when Merging & Saving to DVD, choose the User-defined Settings option, then 'DVD/VCD (MPEG)' from the pop-up menu, and from the settings screen that follows, select either Fast MPEG or the Smart Rendering option. Leave all other options alone.

When prompted, provide a descriptive project name that matches your movie and save to a familiar location on your hard drive.

The Storyboard contents will be saved as a new video file on your hard drive and will also appear as a new thumbnail in the Clip panel for burning to disc in the Burn screen.

6.3. Burn



The Burn screen is primarily used to create menus and burn video clips to disc. You can choose from a list of default themes, or customize your own menu to include chapters, personal background images, and background music.

Below are descriptions for some of the functions and areas found within the Burn screen.

Menu Editors – select from an assortment of readymade themes and backgrounds or customize your menu with chapters, personal images, and background music.

Burning Status Display – displays the burning status of your disc, type of disc being burned, the burning timer, and the required/available disc space.

MP4 – convert your recorded, edited and/or imported video clips to MP4.

Clip Panel – all recorded, merged, and imported video clips will appear here as thumbnail images.

Disc Menu Screen – drag video clips here from the Clip Panel to create and preview your disc menu.

Getting Started: Burn

There are five steps to burning in the Advanced Mode:

Step 1 – Insert Disc
Step 2 – Disc Settings
Step 3 – Add/Remove Clips
Step 4 – Customize Menu (optional)
Step 5 – Burn

These steps are described in more detail below.

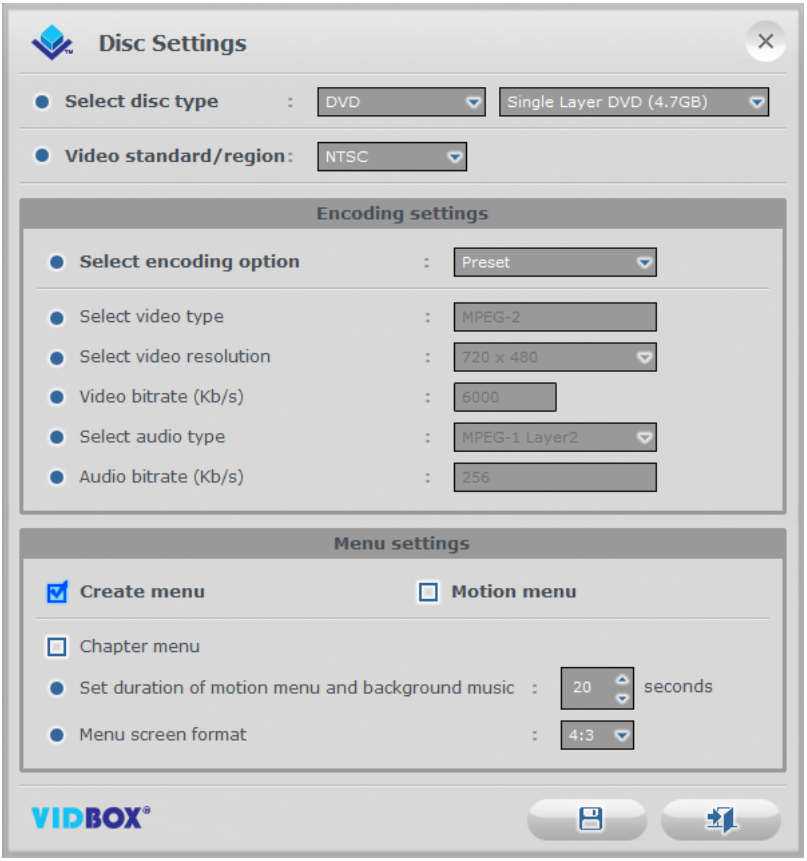
6.3.1. Step 1 – Insert Disc

Before burning, you will need to select the type of disc you will be burning your video files to and insert that disc into your computer. Typically, you would have determined this prior to recording your video in the Capture screen or when merging and saving in the Edit screen.

If you are importing video clips into the program, see the About Video/Disc Format options in the Appendix for the best disc options based on the type of video file(s) you will be importing.

6.3.2. Step 2 – Disc Settings

Click the **Disc Settings** button at the bottom of the Burn screen to access the disc and menu settings.



Select disc type – specify the disc format you want to burn your video clips to. When selecting DVD, be sure to select the DVD size from the drop-down menu to the right.

> **Tip**: For disc type, choose the same option you selected for the format prior to recording in the Capture screen.

Video standard – specify the video standard or region you want your disc burned in, NTSC or PAL. *You will want to choose the standard based on your geographical region. NTSC is the common video standard for North America. PAL is typically used in Europe and British Commonwealths.

Encoding Settings

Video Properties – specify your encoding settings. Unless you prefer to make advanced encoding settings, it is recommended that you choose ‘Preset’. Otherwise, select ‘Custom’ and adjust the remaining encoding selections based on your needs.
*The 'Fit to disc' option is best when burning non-MPEG2 files to a DVD disc.

Menu Settings

Create Menu – select this option if you would like to create a main disc menu made for your disc. The disc menu is made from the different video clips you add to the disc, and it displays them as image thumbnails with the background image of your choice. The disc menu will appear when playing your disc, allowing you to play specific clips based on the selection of videos you added to the disc.

Motion Menu – select this option if you want to add motion to the clips in your home menu. Your clips will play within the menu screen providing a preview of that clip.

Chapter Menu – select this option if you want to include a chapter menu for your clips. The chapter menu will allow you to select from individual chapters made for each clip.

Set duration of motion menu and background music – use this option to adjust the length of time (in seconds) your motion menus and/or menu background music will play, before looping again.

Menu screen format – select the screen aspect ratio for your menu: 4:3 option for standard-definition video and 16:9 for HDV/DV video. *Typically, you will want to select the same setting you chose for your video perspective prior to capturing in the Capture screen.

6.3.3. Step 3 – Add/Remove Clips

Drag the video clips you want to burn from the Clip Panel and drop them into the Disc Menu Screen. A sample disc menu will appear after adding a clip, providing a preview to your disc menu. *Make sure the clips you add do not exceed the available disc space listed in the Burning Status Display.
To remove a clip from the Disc Menu Screen, first select a clip to highlight it, then right-click on the clip and select Remove from the pop-up menu.

> **Tip**: To turn off the disc menu, click the Disc Settings button at the bottom of the Burn screen and uncheck the ‘Create Menu’ option.

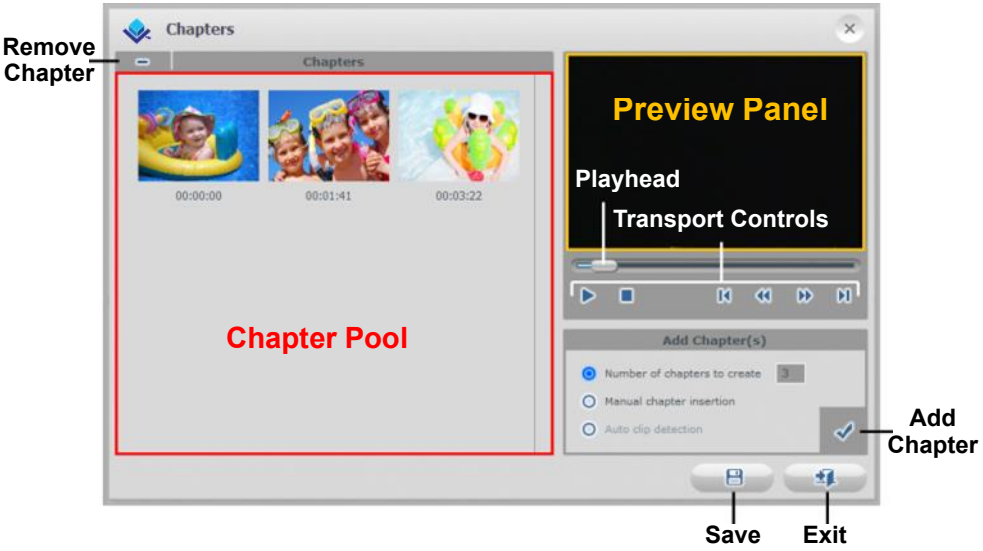
6.3.4. Step 4 – Customize Menu (optional)

A disc menu functions as a visual table of contents, providing the option for selective viewing. Use the following features from the Disc Menu Toolbar (pictured below) at the top of the Burn screen to create and customize menus for your DVD discs.

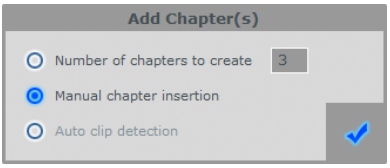
Chapters – Use the **Chapter** button to add chapter points to the clips in the Disc Menu Screen.
*Chapter Points are invisible markers embedded within the video that allow you to skip forward or back using the skip or jump buttons on your DVD player.
**Chapter Points are automatically added every 5 minutes when you burn your video to disc, unless you change the chapter point settings within the Chapters screen or by making them visible.

To add chapter points manually, first select a clip in the Disc Menu Screen and click the Chapter button. A chapter screen will open, allowing you to add chapter points for your clip, or auto space them based on the number or chapters you require.

> **Tip**: You can make the chapter points visible for selection (like traditional DVD chapter menus), by enabling the option for Chapter menu in the Disc Settings or Menu Settings panels.



To manually add chapter points:



A) Select the **'Manual chapter insertion'** option.
B) Play your video clip in the preview panel.
C) Click the **Add Chapter(s)** button during playback or when paused.

A chapter point will be added to the video at the exact point visible in the preview panel, and it will appear as a thumbnail image in the Chapter Pool on the left.
To delete a chapter point, select the chapter in the Chapter Pool and then click the **Delete Chapter** button in the top right corner.

To insert evenly spaced chapter points throughout your clip, select the **'Number of chapters to create'** option, enter the number of chapters to insert, and then press the Add chapter button.

The **'Auto clip detection'** option is only available when burning the "Edited Video" clip from the clip panel and more than one video clip was added to the Storyboard of the edit screen. This option will place chapter points at the beginning of each clip that was added in the Storyboard.

When you are finished creating your chapters, click the **Save** button to save your chapters and exit the Chapter screen.

Themes – Use the **Themes** button to change the Theme (background picture, buttons and clip frames) of your Disc Menu.

> **Tip:** Some Themes display more video clips on one menu screen than others. If your clips exceed the amount displayed on one screen, another menu screen will automatically be created. Use the Menu Navigation buttons, listed in this section, to view and customize each menu screen.

Background Image – Use the **Background Image** button to change the background picture only, for your Disc Menu. Choose to change background images for the current menu page only, or for all pages if you have more than one menu page.

*You can select a personal image from your own collection, by clicking the 'Add photo(s)' button and adding your own images to the list.

Background Music – Use the **Background Music** button to add a short music loop to your Disc Menu. By default, the program will extract the first 20 seconds from the music file and loop it. To adjust the length or number of seconds extracted, access the '**Set duration of motion menu and background music'** option from the Menu Settings.

Menu Settings – Use the **Menu Settings** button to access the Menu settings.

Preview – Use the **Preview** button to access an interactive simulation of your burned DVD and menus.

Menu Navigation:

Listed below are the Menu Navigation buttons located on the right side of the Disc Menu Toolbar (pictured above). Use the buttons to navigate through your disc menu screens and view any changes you have made.

Chapter Menu – Click to view and make changes to your Chapter Menu.

(Only available when a Chapter Menu has been created)

Previous Menu Screen – Click to view the previous menu screen.

(Only available with multiple menu screens)

Next Menu Screen – Click to view the next menu screen.

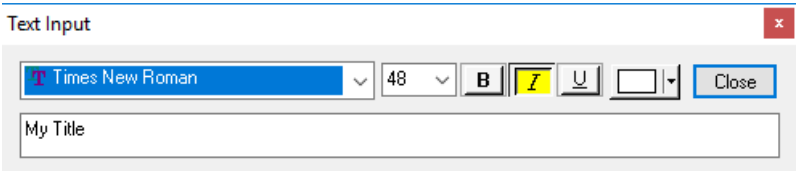
(Only available with multiple menu screens)

Home Menu: Click this button to view the main disc menu screen.

Titles

Change menu and chapter titles by scrolling your mouse cursor over a title and double-clicking it. *The mouse pointer will change to a hand cursor indicating title editing is available with a double-click of the mouse button.

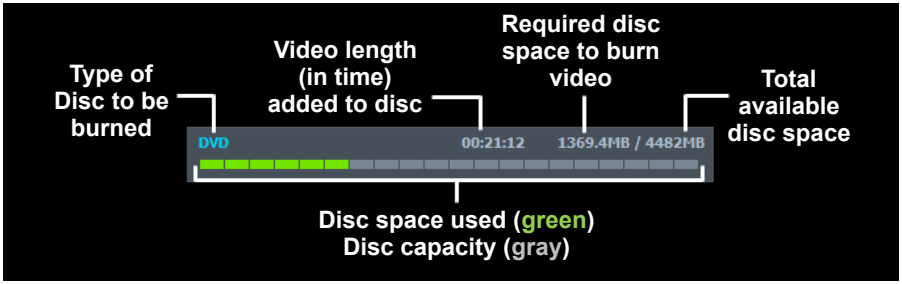
Double-clicking a title will activate the text input window (pictured below), allowing you to change the text, font style, size, color, etc.



Click the Close button when you are finished adjusting your text title.

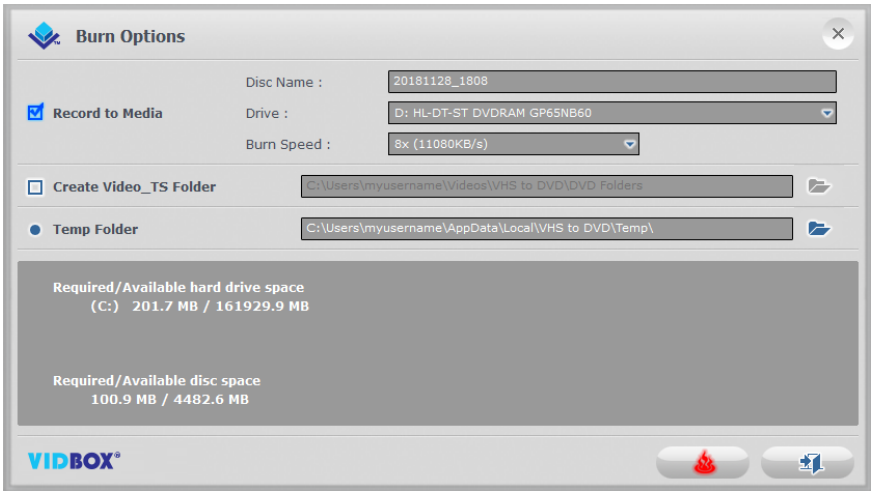
6.3.5. Step 5 – Burn

Before burning your video clips to disc, you will want to verify that the total, required size of your clip(s) does not exceed the total available size of your disc. To verify your clip(s) do not exceed the disc size, check the **Disc Status** in the bottom left corner of the Burn Screen.



When you are ready to burn your video clip(s) to disc, click the **Burn Disc** button at the bottom of the Burn Screen.

A **Burn Options** panel will open providing some additional disc burning choices before you actually start the burning process.



*Unless there is a specific need, the burn options can be left at their default settings, and you can start burning by clicking the **Start Burn** button

See the next page for descriptions of the available burn options.

Burn Options:

Record to media – this option is selected by default indicating you will be recording to a disc. Uncheck this option if you do not plan on burning anything to disc and/or when using the 'Create Video_TS folder' option.

Disc Name – use this option to create a name for your disc. The name will be visible when played on a computer or from the display interface on supported DVD players.

Drive – use this option to select the disc drive that will burn your disc.

Burn Speed – use this option to specify the speed at which your disc drive will burn your disc.

> **Tip**: Slower burn speeds will typically yield better disc results. If you encounter burning problems, try lowering the burn speed. Speeds can then be raised incrementally with each successful burn.

Create Video_TS folder – use this option to create a Video_TS folder on your hard drive in the location specified. A Video_TS folder is the file structure or directory typically burned to DVD discs that contains the DVD movie. *Additional software titled "**Burn Video Folder to Disc**" has been provided in the Video Conversion for PC program folder for burning any Video_TS folders to a DVD disc should you choose to do so at a later time.

Temp Folder – use this option to select the temporary folder used during the burning process. The Advanced mode uses the temporary folder to convert your video to disc format. Once burned to disc, the converted video is purged from the temporary folder.

Burn Process:

Burn – click the **Start Burn** button to begin the burning process. The burn process is made up of four automated steps which convert your audio and video to disc format, and burns the converted information to disc.
A completion message will appear when the burning is finished.

***Warning: Manually ejecting your disc before completion can cause the disc to malfunction.**

7. Audio Mode

To convert audio, select **Audio Mode** from the main menu screen.

You can use the Audio Mode to perform several audio recording functions including:

- Record from LP records, cassette tapes, and other audio sources.
- Convert to MP3 (Windows Media Audio) digital file format.
- Create Audio CDs, MP3 CDs, and MP3 DVDs.

Below are descriptions for some of the functions and areas found within the Audio Mode.

Signal Frequency Bars – displays the audio signal detected by the program from both Left and Right channels.

Left/Right Volume Meter – displays the volume of your audio signal detected by the program. The meters will rise as the signal volume increases. They will display yellow warning bars if your volume becomes dangerously close to distorting (too loud), and Red bars when audio distortion is eminent.

Recording Volume – use this bar to adjust your recording volume and manipulate the Volume Meters.

Track List – displays each recording in list form with size (megabytes) and duration information.

Getting Started:

There are five steps to recording in the Audio Mode:

Step 1 – Connections
Step 2 – Setup
Step 3 – Record
Step 4 – Preview
Step 5 – Burn

These steps are described in more detail below.

7.1. Step 1 – Connections

You will first need to connect your audio player to your capture device or audio card. Connections for the “VIDBOX” capture device are shown below.

Connections from your audio player can be made via **RCA (Composite) cables** or with a **Headphone-to-RCA (Composite) adapter cable**.

> **Tip:** It is important to connect the capture device to your computer before opening the program to ensure proper device detection.

7.2. Step 2 – Setup

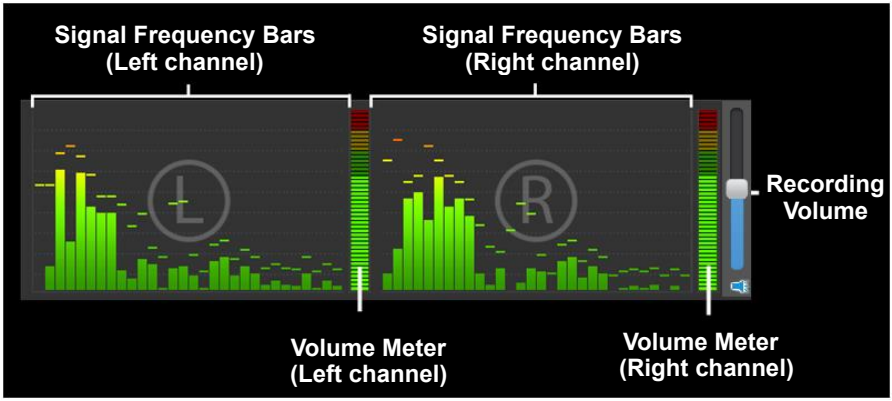
Once your connections are complete;

- Open the Audio Mode and check your device setting.

  Audio Device – this field should reflect the capture device/card that connects between your audio player and your computer. *Some capture devices/cards may be automatically detected by the software, and listed as your audio device by default.

If your device setting is correct;

- Press play on your audio player to verify your connections and settings match up. If your setup is good, you should hear the audio play through your computer and see the **Signal Frequency Bars** moving in unison.



While previewing your audio signal;

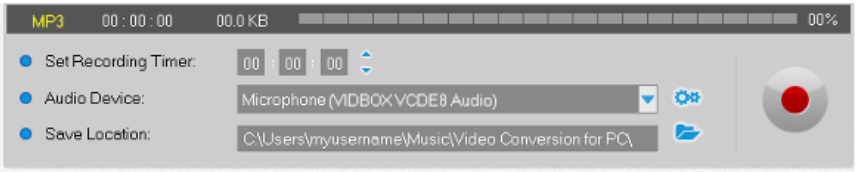
- Use the **Recording Volume** slider to adjust the recording volume, visible in the **Left & Right Volume Meters**. *For best recording volume, set the volume slider so that the meters spike in the yellow but not in the red.

  Tip: It is always a good idea to preview the loudest sections of your audio source while adjusting your recording volume. This will help you to avoid distortion if the signal peaks in the red during actual recording.

7.3. Step 3 – Record

Before clicking record, you will want to check your recording settings listed below and make any necessary adjustments.

Set Recording Timer – setting a recording time enables the Audio Mode to stop recording once the time entered has elapsed. The timer will not start until the Record button is clicked. *This is an optional setting and is not necessary for recording.



Save Location – this is the location on your computer's hard drive where all audio recordings will be saved permanently. Click the Folder icon on the right to change the output folder location. *Changing the Output Folder location is not recommended unless space is low on the current drive.

Record – click the **Record** button when you are ready to capture your video. (This button will change to a Stop button when clicked).

Stop – click the **Stop** button when you are ready to halt or cancel the recording process. Any audio that has been recorded will appear in the **Track List** at the bottom of the recording screen.

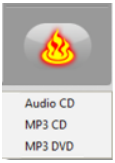
7.4. Step 4 – Preview

Play – click the **Play** button to playback any recorded audio file from the Track List. *Click and highlight a specific audio file in the track list to play it.

Remove – Use the **Remove** button to the right of the Play button to remove any audio files from the Track List.
*Click and highlight a specific audio file in the track list to remove it.

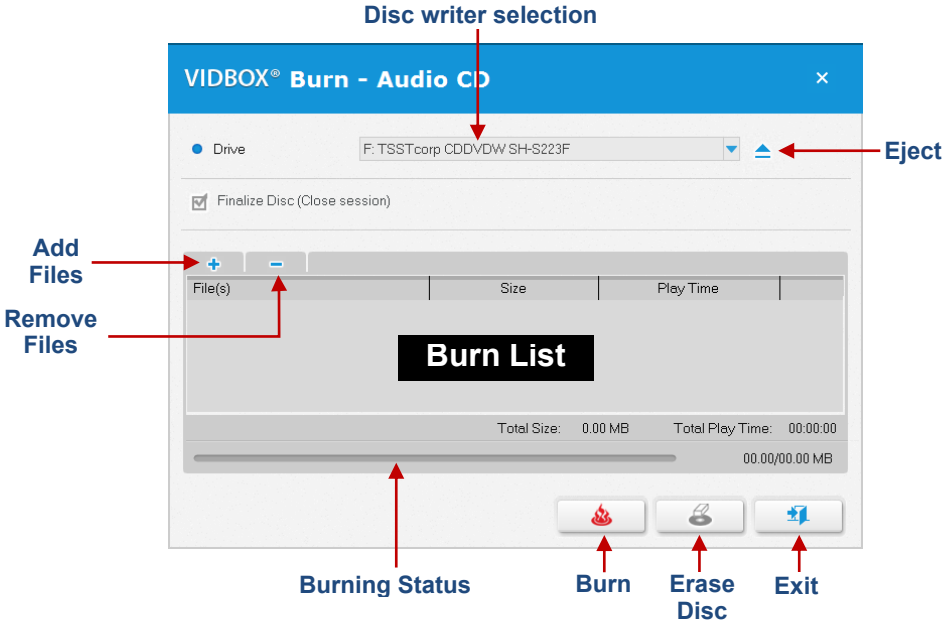
7.5. Step 5 – Burn

Burn – click the **Burn** button when you are ready to burn your audio tracks to disc.

The burn button will present you with 3 burning options: 

- **Audio CD** – creates a traditional Audio CD that will play in most standard CD players. This option converts the MP3 digital audio files to audio CD format.
- **MP3 CD** – creates a data CD with your MP3 audio files. Provides portability and storage for your audio files. *Files are not converted and CD will not play as an audio CD.
- **MP3 DVD** - creates a data DVD with your MP3 audio files. Provides portability and storage for your audio files. *Files are not converted and DVD will not play as an audio DVD.

After selecting the desired burning option, the corresponding Burn window will open providing some additional disc burning choices before you begin the actual burning process.



Burn Options:

Drive – use this option to select the disc drive that will burn your disc.

Add/Remove File(s) – use this option to add or remove digital audio files to/from the Burn List.

Burn List – displays each audio file to be burned, in list form with size (megabytes) and duration information. *Use the Total Size listed at the bottom of the Burn List to avoid adding more than your disc will allow.

> **Tip:** The Audio CD burn window will automatically convert the size of your digital audio files and display them in Audio CD format (approx. 10 MB per minute).

Finalize Disc (Close Session) – use this option to finalize or close a data disc after burning. This will prevent further writing to the disc in the event that there is space left over.
*This option is only available for the MP3 CD and MP3 DVD options.

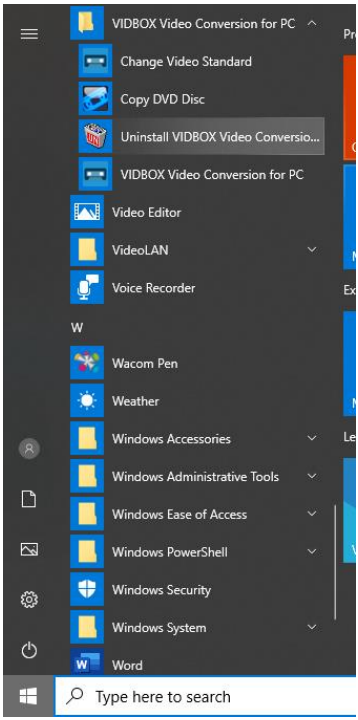
Burn Process:

Burn – click the **Burn** button to begin the burning process. The Burning Status bar will display the burn progress and a finish message will appear when the burning is complete.

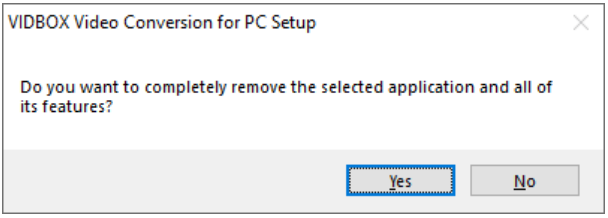
***Warning: Manually ejecting your disc before completion can cause the disc to malfunction.**

8. Uninstall Video Conversion for PC

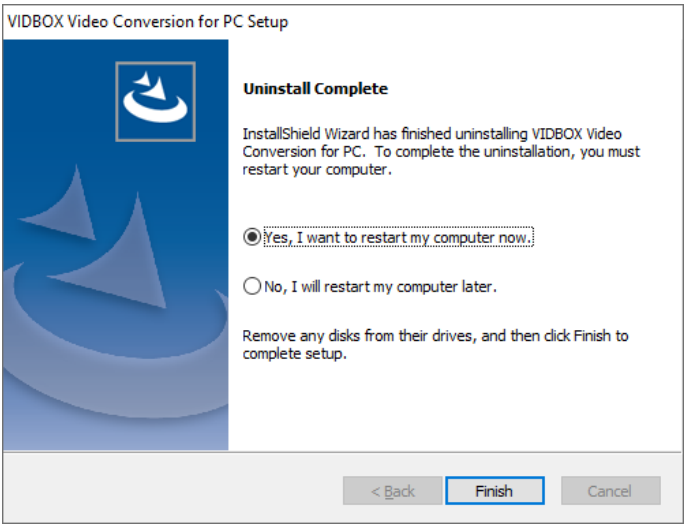
1. Find its program group
Start → All Programs → VIDBOX Video Conversion for PC



2. Select **Uninstall VIDBOX Video Conversion for PC.**
Please click **[Yes]** to uninstall.



3. Uninstall Completed
You will see a screen confirming a successful completion.
Please click **Finish** to finish the process.



9. Appendix

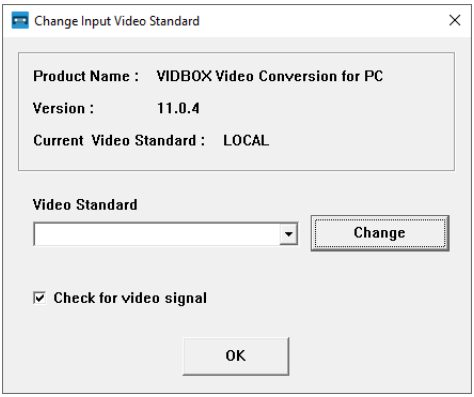
Converting PAL /NTSC (and other video standards)

The software is capable of recording NTSC, PAL, and many other video tape standards from around the world. It is possible, however, that your computer system may not correctly recognize the video signal from a tape made in a foreign country. In this case you would typically experience black and white video.

Change Video Standard (stand-alone) – You may or may not have already noticed that the software included an additional utility program called Change Video Standard. Before accessing the utility, please be sure to first close the Video Conversion for PC program.
To access the Change Video Standard utility, click the Start icon in the bottom left corner of your screen and select 'All Programs' from the Start Menu.

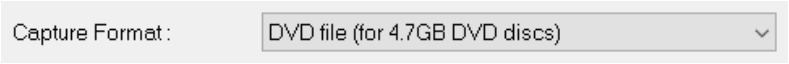
From the list, locate and highlight **VIDBOX Video Conversion for PC**. Among the four items that will appear, should be Change Video Standard. While the Video Conversion for PC program is closed, select the Change Video Standard utility to open it.

- **Start → All Programs →VIDBOX Video Conversion for PC → Change Video Standard**



From the Video Standard drop down menu, select the Video Standard setting for the tape you are attempting to record. Click Ok when finished and then restart the Video Conversion for PC software. Preview your video tape using the preview pane in the Capture Screen.

About Video/Disc Format Options (Advanced Mode)



- **DVD file (for 4.7GB DVD discs)** – select this option if you plan to burn your recording to a single layer DVD disc (4.7GB in size). Creates an MPEG-2 file.

- **DVD DL file (for 8.5GB Dual Layer DVD discs)** – select this option if you plan to burn your recording to a dual layer DVD disc (8.5GB in size). Creates an MPEG-2 file.

- **Long DVD file (for 4.7GB DVD discs)***** – select this option if you plan to burn more than 2 hours & 13 minutes of video to a single layer 4.7GB DVD. Creates an MPEG-2 file.

- **Long DVD DL file (for 8.5GB Dual Layer DVD discs)***** – select this option if you plan to burn more than 4 hours & 1 minute of video to a dual layer 8.5GB DVD. Creates an MPEG-2 file.

- **WMV (25GB)** – select this option if you plan to record your video in the Windows Media Video file format. Creates a WMV file.

- **MPEG-1 File (25 GB)** – select this option if you plan to record your video in a digital media file format. Creates an MPEG-1 file.

- **MPEG-2 File (25 GB)** – select this option if you plan to record your video in a digital media file format. Typically used for DVD discs. Creates an MPEG-2 file.

***Long DVD has the capacity to record up to 6 hours and 51 minutes on a 4.7GB single layer DVD and up to 12 hours & 21 minutes on an 8.5GB dual layer DVD. This will typically result in lower than DVD quality video, however, because it is compressing more video onto a disc than it is normally designed to hold.

About Maximum Recording Time (MRT)

The MRT displays how many hours of video recording are available on your computer's hard drive. If your hard drive's space exceeds this amount, MRT will not change unless hard drive space falls below the 23 hours 59 minutes 59 seconds mark.
If the MRT indicates less than 1 hour of recording time available, it may be time to backup or remove some files from your hard drive.

> **Tip:** Because video files can consume large quantities of hard drive space, it is recommended that you check your Save Location (see 6.1.2. Step 2 – Capture Settings) from time to time for any previous video recordings that can be permanently deleted.

About Project Files

The Video Conversion for PC program can save your current progress as a project file. The file can be identified by the .ilj extension at the end of the file name. The ".ilj11" project file does not contain any actual video, but instead, serves as a reference file for the Video Conversion for PC program. When opened, it tells the program where to find and load all the necessary video clips and edits associated with that specific project.

10. Troubleshooting

This information is provided to assist you in resolving video or audio problems within the program. The solutions given are common answers to the problems listed and are not comprehensive. Some problems may require further technical troubleshooting to fully resolve.

Installation Problems

It is recommended that you disable any Anti-Virus or other background software you may have running while installing this software. Failure to do so can cause the software to exhibit unexpected or unpredictable behavior.

Access Denied error:

- Verify you are logged in as an Administrator user for the computer.

No Product Key:

- Check the back of the envelope or jewel case that the Install CD was packaged in.

Invalid Product Key error:

- Enter the key manually, 5 characters per box (avoid copying and pasting).

Disc Problems

Media non-applicable error:

- Verify you are inserting the correct type of blank media to match the format of your content.

No DVD writer detected error:

- Verify your optical disc drive will write to DVD -/+R discs. Many drives labeled DVD-ROM will only read DVD discs but not write to them.

Video Problems

No video:

- Check your cable connections to make sure they are secure.
- Verify you are connecting your cables to the ports labeled 'Output' on your video player.
- Verify you are only connecting one type of video cable, RCA (yellow) or S-Video.
- Verify the output ports of your video player work by testing them with your television.
- Verify the USB 2.0 VIDBOX capture device is plugged into your computer directly and not through a USB hub.
- Disconnect additional monitors.

Choppy, skipping, or stuttering video:

- Verify your computer meets the programs minimum system requirements.
- Avoid the following actions while recording and burning:
  - Locking the workstation.
  - Running other applications in full screen mode.
  - Running CPU intensive programs.

Black & White video:

- Verify your video tape was recorded in the same video standard format for your region. If it was not, see the **Converting PAL/NTSC (and other video standards)** section in the appendix.

Pink/Green video:

- Verify you are plugging your capture device into a USB 2.0 port attached to your computer (avoid using external USB hubs).

Distorted lines at top or bottom of screen:

Distortion or lines at the bottom of your video are actually several lines of picture information that have been corrupted by the VHS system. This is perfectly normal. Typically, these lines are not visible on a regular television because they are overscanned – causing the edges of the video to be out of view.

It has nothing to do with the capture equipment or your computer but unfortunately one of the many compromises made by a VHS system.

- Cleaning the heads and/or adjusting the tracking on your VCR can sometimes help to minimize the lines/distortion.

Audio Problems

No Audio:

- Check your cable connections to make sure they are secure.
- Verify you are connecting your cables to the ports labeled ‘Output’ on your video/audio player. *If there are no ‘Output’ ports available, try using a Headphone output by way of a headphone-to-RCA (Composite) adapter cable.
- If using a Headphone output, adjust the volume for your audio player.
- Verify the audio output ports of your video player work by testing them with your television.
- Verify the USB 2.0 VIDBOX capture device is plugged into your computer directly and not through a USB hub.

Choppy audio:

- Verify your computer meets the programs minimum system requirements.
- Avoid the following actions while recording and burning:
  - Locking the workstation.
  - Running other applications in full screen mode.
  - Running CPU intensive programs.

Audio Mode (specific)

Distorted audio:

- Lower the computer volume using volume buttons on keyboard or slider from the System Tray in Windows (this will not affect the recording volume).
- Lower the audio player volume to avoid overdriving the computer sound card.
- Lower the recording volume using the Recording Volume slider.

Low audio:

- If recording from a turntable, connect it to an amplifier or stereo receiver first, then connect the amplifier or receiver to the capture device.
- Adjust the recording volume level using the Recording Volume slider.