



EVS Media Importer User Manual

To view specific information about a topic in this User Manual, click on the appropriate link below.

Part I : About EVS Media Importer

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Remarks

Pop up menus in this manual will be indicated as follows:
"File > Save". As where the text before the sign ">" is the menu topic from the menu bar. The text to the right of the ">" indicates the command that you can choose from within this menu.

You can visit our web site www.evs.tv for information about updates as well as to contact us for support.

Part I : About EVS Media Importer

EVS Media Importer is a Macintosh application that allows you to extend and compliment your experience with your XT[2] to your Macintosh Computer. You can now directly connect your MacPro to the XT[2] and import the clips stored on your XT[2] into your Mac.

All clips and files can be easily researched thanks to the intuitive thumbnail interface and list views that include EVS keywords. Selected content can be imported by a simple drag-and-drop action in the Final Cut Pro Media Bin. Clips are imported in QuickTime and QuickTime Reference formats. Using QuickTime Reference movies, files that are being transferred are immediately available for editing without having to wait for the process to finish. Thanks to the XT[2]'s native support of the ProRes 422 and ProRes 422 HQ codecs, HD clips and associated media can be imported without the need to transcode.

Hardware

EVS Media Importer requires :

- PowerMac or MacPro computer with a 1.8GHz or faster PowerPC G5 or Intel processor. Dual, dual-core or quad-core CPUs are recommended.
- A Minimum 2 GB System RAM.
- An Ethernet Connection to the same local Network as the XT[2].

Software

- Mac OS X version 10.5.3 or later.
- Quicktime 7.4.5 or later.
- Final Cut Pro 6.0.3 (Required for Apple ProRes and IMX codecs) or later.

EVS Media Importer can be used on a system without Final Cut Pro being installed but will still require that the Apple ProRes and IMX codecs are installed.

Supported Video Formats

Your XT[2] server can have a large number of codecs installed to choose from. However, the EVS Media Importer will only work with the IMX (30/40/50), Apple ProRes 422 and Apple ProRes 422 (HQ) codecs. Clips that are recorded in a different format will appear grayed out in the User Interface.

Installing and registering EVS Media Importer

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Make sure to check that your system meets the system requirements before you proceed with the installation process. (cf. Chapter 1)

When you purchased your software, you should have received

- a CD or a URL that will be used to download a file on the internet.
- a Serial Number.

You will need both of these to be able to install your Software.

Installation

To start installing your software, double-click on the file named "Install EVS Media Importer", and follow the onscreen instructions.

ACTIVATE YOUR SERIAL NUMBER

Once you have installed the software, you will have to register your application. When you launch the application for the first time, a window will prompt you to activate it. Click on "Register":



There are two ways to activate your software:

- "*via the internet*" : this is the easiest way but can only be done if your computer is connected to the internet.
- "*manually*" : your computer will generate an Activation challenge linked to your computer. With this activation challenge, you will be able to activate your software from another computer when connecting to a web server. This activation process is more complex so we always recommend the internet activation if and when possible. You can also copy/paste the information that appears on the screen to a text file and then to a USB memory stick in order to transfer it and avoid entry mistakes.



Activation is linked to one computer and one hard drive. EVS Media Importer will not be activated anymore if:

- you move your disk from one computer to another or
- you reformat your drive and reinstall it.

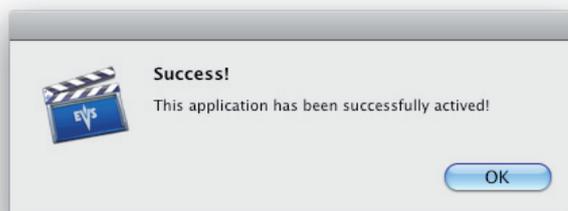
unless you deactivate it first.

Before changing your configuration, it is best to deactivate your software from the system you have it installed on.



Activating via the Internet

If the Mac on which you want to install EVS Media Importer is connected to the web, simply click on the "Activate via internet" button. Your system will then be immediately and transparently activated to run EVS Media Importer.



Regardless of the activation method used, only your serial number and the activation challenge will be communicated with us, so your privacy is protected.

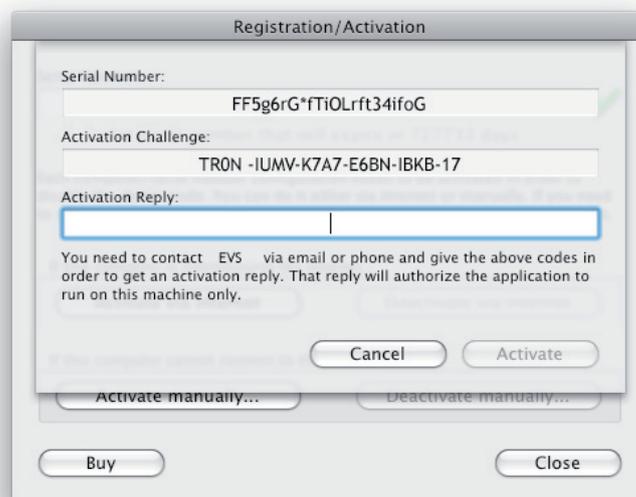
Activate Manually

If the Mac on which you want to install EVS Media Importer is NOT connected to the web, you will have to activate EVS Media Importer using the Manual Operation.

Again, we recommend that you copy/paste the information that appears on the screen into a text file and use a USB stick to transfer the file to avoid mistakes and incorrect activation.

1) click on "Activate Manually..."

2) copy both your serial number and the activation challenge (which is unique to your machine) to a text file and copy this text file to a USB stick.

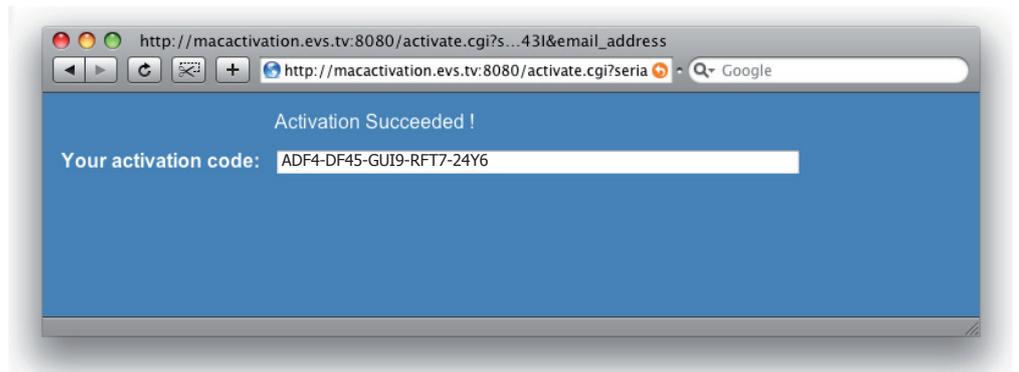


3) go to the computer that is connected to internet and connect to this web page: <http://macactivation.evs.tv:8080/activation.html>.

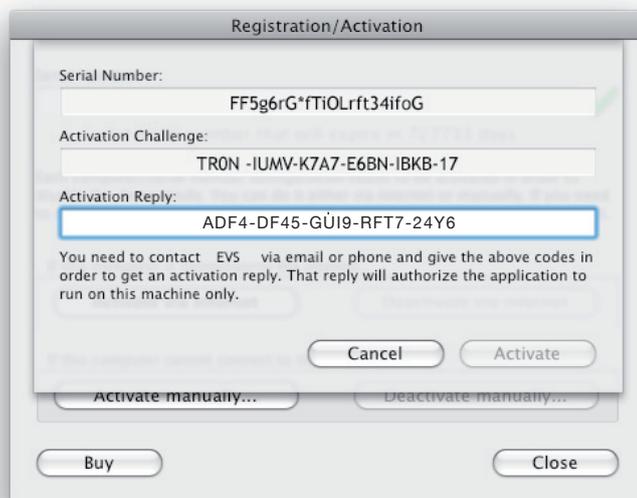


- enter your serial number, the activation challenge and your email address in order to receive a copy of the activation reply.
- click on "Activate".

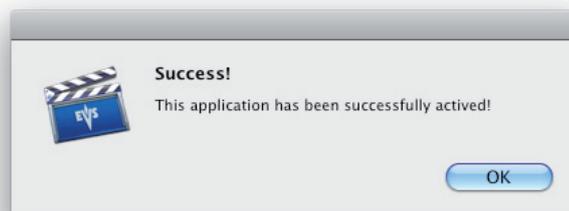
- copy the activation reply that you will receive (again we suggest copying it to the text document on a USB memory stick if you are using one).



- 4) go back to the computer on which you wish to install EVS Media Importer.



- 5) Enter the activation reply (coming from the web activation confirmation) in the appropriated field and click on "Activate".

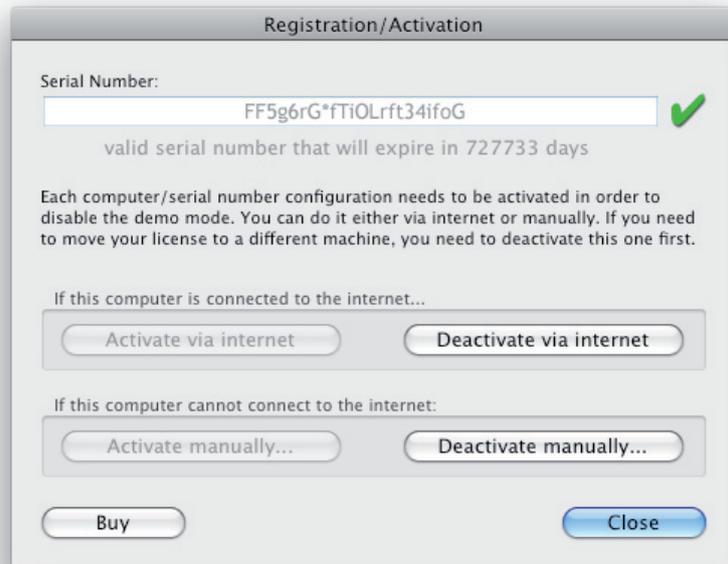


If the "Activate" Button remains grayed out or if the entry for Serial Number indicates "invalid serial number" it means that one of the codes has not been entered correctly. Make sure that you didn't enter any information incorrectly, (for example: by typing a zero instead of an "O" or a capital "i" instead of a non capital "L", by leaving empty space at the beginning or at the end of the Code. These are the most common mistakes) and always double-check the codes you enter.

DEACTIVATE YOUR SERIAL NUMBER

Go to the "EVS Media Importer" Menu and select "License". As with the Activation process, you'll have 2 choices:

- "Deactivate via internet". This is the easiest way to do it if your computer is connected to the internet.
- "Deactivate manually". This is more complicated and only to use if your computer doesn't have access to the internet or if the "Deactivate via internet is greyed out".



Deactivate via the Internet

If the Mac on which you want to deactivate EVS Media Importer is connected to the web, simply click on the "Deactivate via internet" button. You will be prompted to confirm that you want to deactivate your computer.



If you click on proceed, it will quit the EVS Media Importer Application and your computer will then be immediately and transparently deactivated.



Deactivate Manually

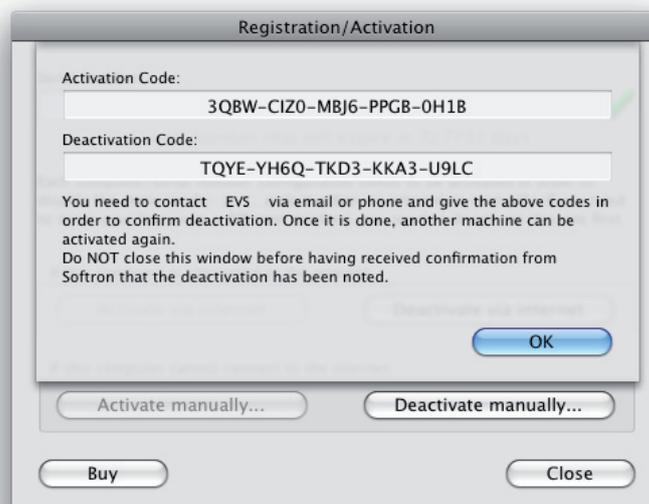
If the Mac on which you want to deactivate EVS Media Importer is NOT connected to the web, then you will have to perform the Manual Operation. We recommend here again that you copy/paste the information that appears on the screen into a text file and copy it to a USB stick to avoid making a mistake.

1) click on "Deactivate Manually..."

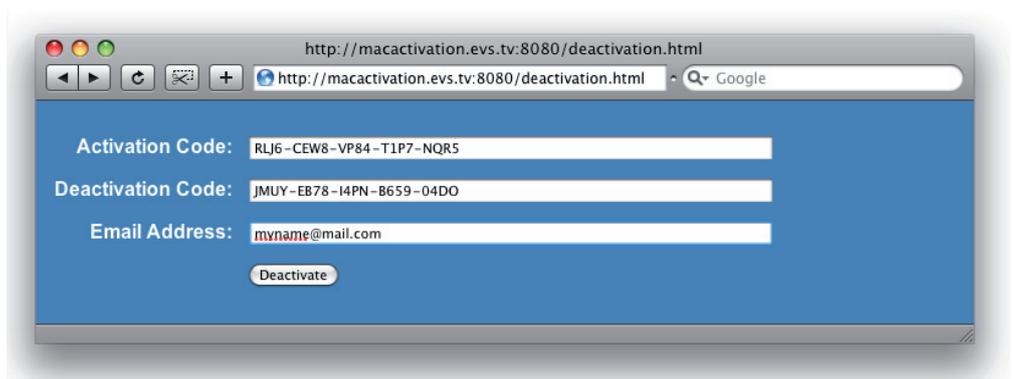


2) click on "Proceed" to confirm that you want to deactivate your software. Be aware that as soon as you click on proceed, the Software will be deactivated on your computer and you will not be able to use it anymore. (But the deactivation process is not completed as you must communicate the deactivation code to us so we can update our database and know that you have actually deactivated your Software. If you don't communicate to us this Deactivation code, there is no way for us to know that you have deactivated your software).

3) copy both your activation code and deactivation code (which are unique to your machine).



4) go to the computer that is connected to internet and connect to this web page: <http://macactivation.evs.tv:8080/deactivation.html>,



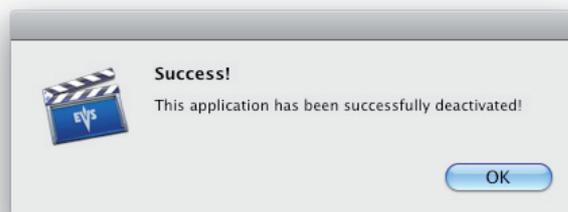
and perform the following steps:

- enter your activation code and deactivation code.
- click on "Deactivate".



The deactivation process is complete on our side!

5) go back to the computer on which you wish to deactivate EVS Media Importer. Click OK on the "Registration/Activation" window.



In case of activation problems, please contact us via email at support@evs.tv, or via your usual support contact at EVS.



When deactivating manually, do not forget that the deactivation process is not finished until you have sent us the deactivation code linked to an activation code.

Temporary Serial Numbers

You can get temporary Serial Numbers. You can see the remaining days of trial that are left if you go to the Menu: EVS Media Importer > License.

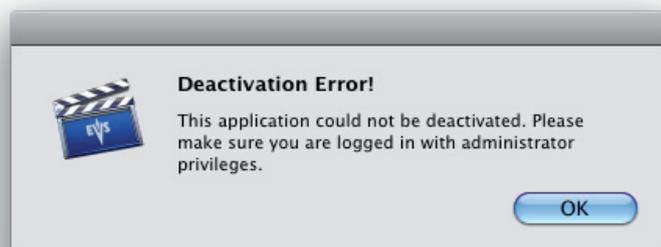
Once your trial Serial is finished, you can enter a permanent serial number. First make sure to deactivate the temporary Serial Number before being able to activate your new Serial Number.

Troubleshooting with Activation/Deactivation

1) The Buttons "*Deactivate via Internet*" or "*Activate Via Internet*" remain greyed out even though you can connect to the internet : The EVS activation server might not be responding in direct connection for the time being. Try a little bit later and if the problem persists, contact your EVS support assistance or you can't wait, Activate or Deactivate your Application manually.

2) When trying to Activate the Application, the following message comes on screen: "*Could not save the System ID file in the Application Support Folder. Please make sure you are logged in with administrator privileges.*" You can only Activate or Deactivate your Application if you are logged in with Administrator Privileges. Contact your Apple System Administrator if you do not know how to change that.

3) When trying to Deactivate the Application, the following message comes on screen: "*This application could not be deactivated. Please make sure you are logged in with administrator privileges.*" You can only Activate or Deactivate your Application if you are logged in with Administrator Privileges. Contact your Apple System Administrator if you do not know how to change that.



Part II : Configuring EVS Media Importer



In Part II, you will :

- learn how to setup your system and your preferences.
- learn how to add or remove an XT[2] server from the server List.

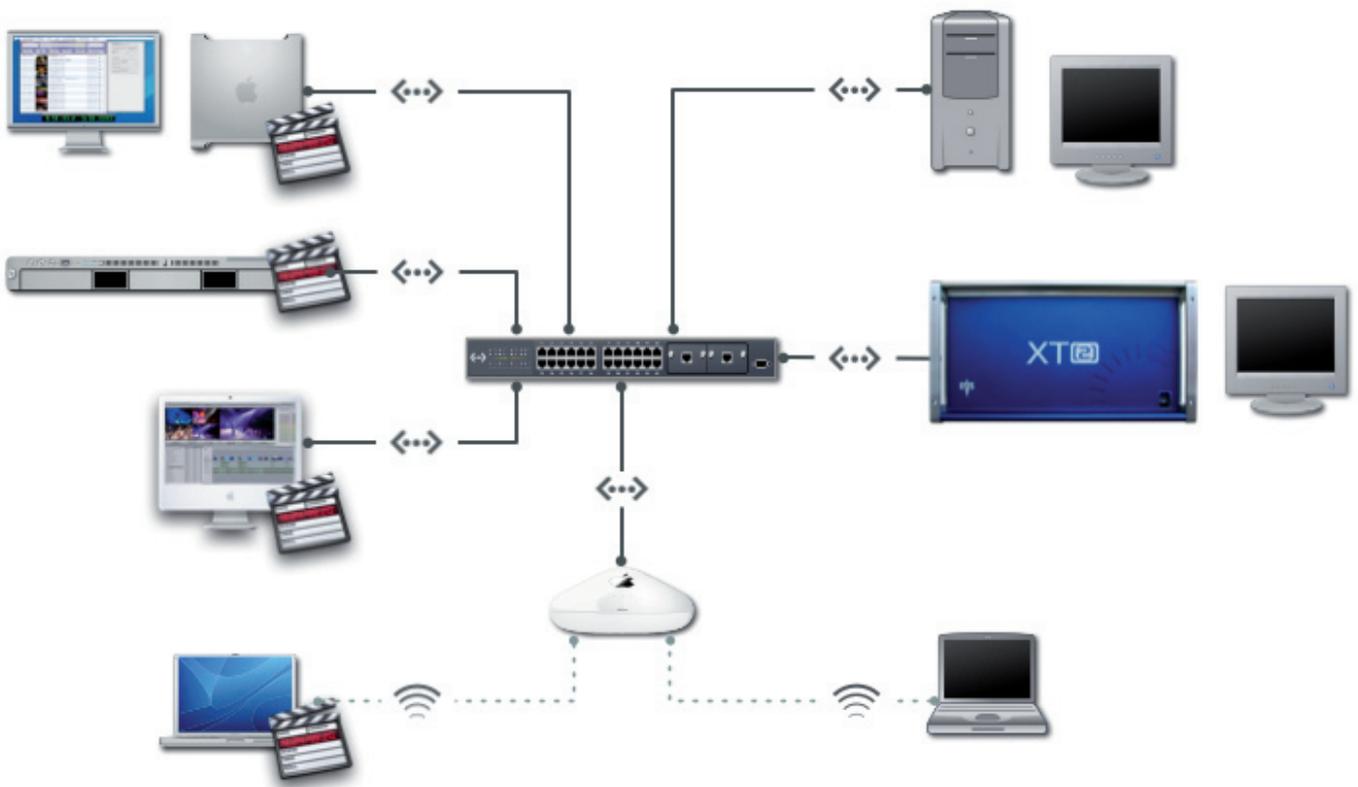
You can go directly to the section you want to by clicking on the section name below:

Chapter 3: Configuring your System

Chapter 4: Managing servers

Chapter 5: Configuring EVS Media Importer preferences

EVS Media Importer connects to the XT[2] server using a wired Ethernet connection or by using a Wi-Fi connection provided that your XT[2] Server and your computers are connected to the same local network and have their Ethernet/Wi-Fi Settings properly set. (Do not forget that the performance of Wi-Fi are way below Ethernet Gigabit. So importing Apple ProRes files through Wi-Fi might be quite a long process).



Your computers, Wi-Fi stations and XT[2] Server need to be connected to the same local network and have the same range of IP address.

Here we will provide some basic information about setting up your network; for a more in depth explanation, please consult with your system administrator, your XT[2] Server manual, or refer to your Computer User Manual.

To check the System settings of your MacPro, you have to know the IP address of your XT[2] Server. The IP address should have been provided to you by your EVS administrator.

Once you have the IP address of the XT[2] Server, you can verify that your computer will be able to connect to it (again provided that both your computer and server are connected to the same local network).

Check in "System Preferences > Network" whether you have an IP address and that :

- you are connected to the internet (a green ball will appear in front of your connection).
- your TCP/IP setup is in the same range as your XT[2] server. For example, if your server has an IP address like this: 192.168.0.1, your computer should have an IP address such as this 192.168.0.78 - so the last group of numbers can change, but the first three numbers will not. This example is valid only if your Subnet Mask is 255.255.255.0.

Again, this information is provided by way of example – it is not the purpose of this manual to provide an extensive lesson on TCP/IP and Network Settings.

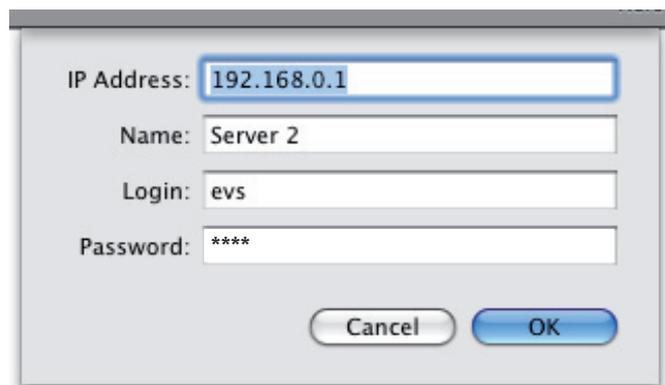
Adding/Deleting servers

Once your Macintosh and XT[2] Network preferences are correctly set, and are connected to the same Local Network, you are ready to add one or more servers to your EVS Media Importer User Interface.

At the bottom-left of the User interface you will see one "+" sign and one "-" sign.

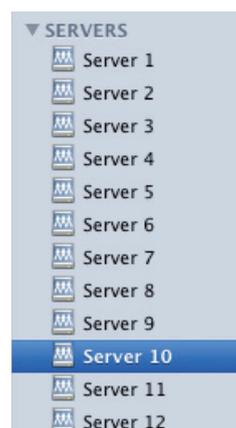


Using these symbols, you can either add or delete a server from the list. If you do not have a server listed, click on +. Doing so will open this window :



Enter the IP Address, the Login and Password of the XT[2] Server that were provided to you by your XT[2] Server Manager. You can name the server anything you would like to name it. Whatever you name it will be the name that will appear in the list.

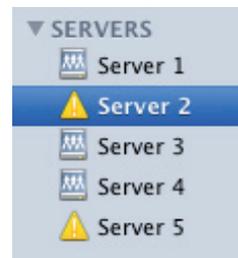
Now the list will be updated. If you add additional servers, you will see all of them in your list:



To Edit the Name, IP Address, Login and Password Information of a server, simply double-click on the Name in the server List and the Edit Window will open.

To delete a server from the List, select the server and click on the minus sign.

When working with multiple servers, please note that you will only see the content of the selected servers. If no server is selected then you will see the content of all the server listed, with no connection problem. If there is a connection problem with one of the server, a warning sign will be shown.



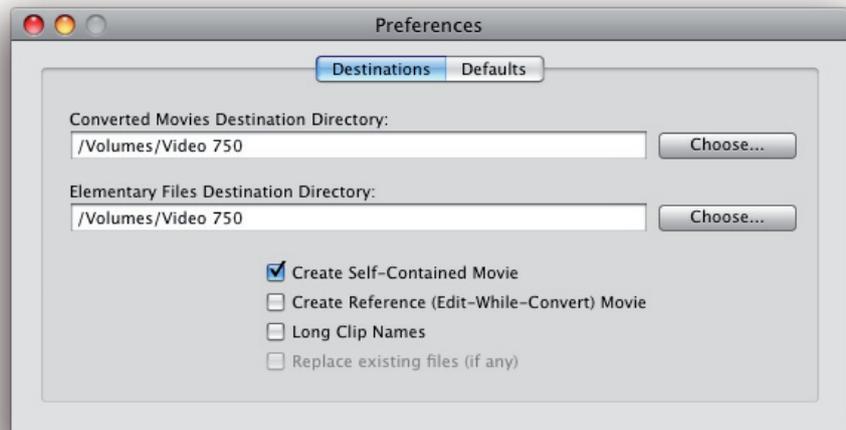
Configuring EVS Media Importer Preferences

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You can access the EVS Media Importer Preferences via the EVS Media Importer Menu and selecting "Preferences". This is the same as with every Application on the Mac.

In the Preferences, there are two sections: "Destinations" and "Defaults".

Destinations



In this first section of Preferences, you will choose onto which disk or folder the clips you import from the XT[2] Server will be converted.

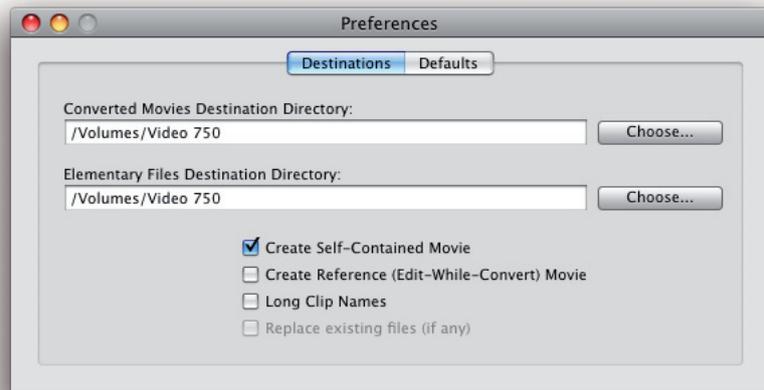
It is important to understand the difference between Self-Contained and Reference Movies, as well as what Elementary Files are and why we use them. A Self-Contained Movie file can only be used when the file has been completely written to. It is impossible to edit a Self-Contained Movie while it is being imported. In contrast, a Reference Movie file can be read and edited while it is being recorded.

- A "Self-Contained Movie" is a Movie file that holds everything it needs (Video and Audio data) within the file itself. It does not link to any other file and it ends with ".mov".
- A "Reference Movie" is a movie file that links to Elementary Video and Audio files, so it does not hold any Audio or Video data. It is thus very small. The file name ends with ".ref".
- The "Elementary Files" are the Video and Audio files to which the Reference Movie file refers to.



Since a Reference Movie file refers to an Elementary Audio and Video file, don't forget that:

- deleting either the Elementary Audio or Video file or both, you will not be able to use or play the Reference Movie File anymore.
- moving the Elementary Audio and Video files will change the files path and you might loose the connection between the reference and self contained movie files.



Choose the Destination Directories:

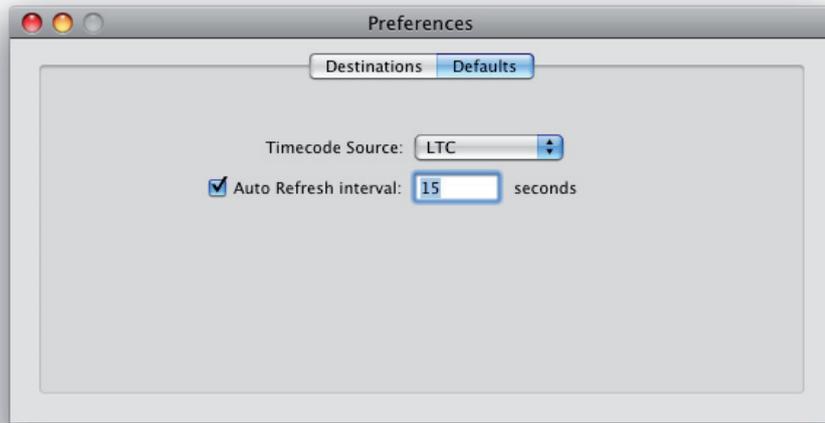
- *Converted Movies Destination Directory* : this is the path of the folder into which the Reference and/or Self-Contained Movie File will be imported.
- *Elementary Files Destination Directory* : this is the path of the folder into which the Elementary Files will be imported.

You can choose whether you want to have a Self-Contained Movie File, or a Reference Movie File, or both.

- *Create Self-Contained Movie* : when checked, the import process will create a Self-Contained Movie File.
- *Create Reference (Edit-While-Convert)* : when checked, the import process will create a Reference Movie File.
- *Long Clip Names* : when *not* checked, the imported clip will be named after the columns "Name", "Num" and "Camera". When Checked, the imported clip will be named after the columns "Name", "Num", "Camera", "Keyword 1" and "Keyword 2".

Replace existing files (if any) : if enabled, this option will erase existing files in the Destination Directory that have the same names as the ones you want to import. It will replace them with the new files you will import. If not enabled, the filename will be incremented and you will have the old and the new version of the file.

Defaults



There are two options to choose from in the Defaults section: Timecode Source and Auto Refresh Interval.

Timecode Source determines the TimeCode that will be embedded to the QuickTime Movie File. The XT[2] Server stores 2 TimeCode tracks.

- *LTC* : The TimeCode Track that will be embedded with your Movie File when LTC is selected.
- *VITC* : The TimeCode Track that will be embedded with your Movie File will hold the VITC TimeCode when VITC is selected.

Auto Refresh intervals determines the time interval between two Automatic Refresh of the clip listing. If you set it to 15, it means that every 15 seconds, the Application will connect to the XT[2] and check for new clips. If there are new clips, it will show them. In order not to slow down your Application, or Network, it is important not to set this number too low.

Part III : Using EVS Media Importer



In Part III you will learn how to use EVS Media Importer.

You can jump directly to the desired selection by clicking on the link below:

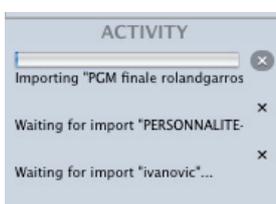
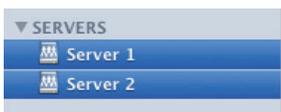
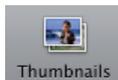
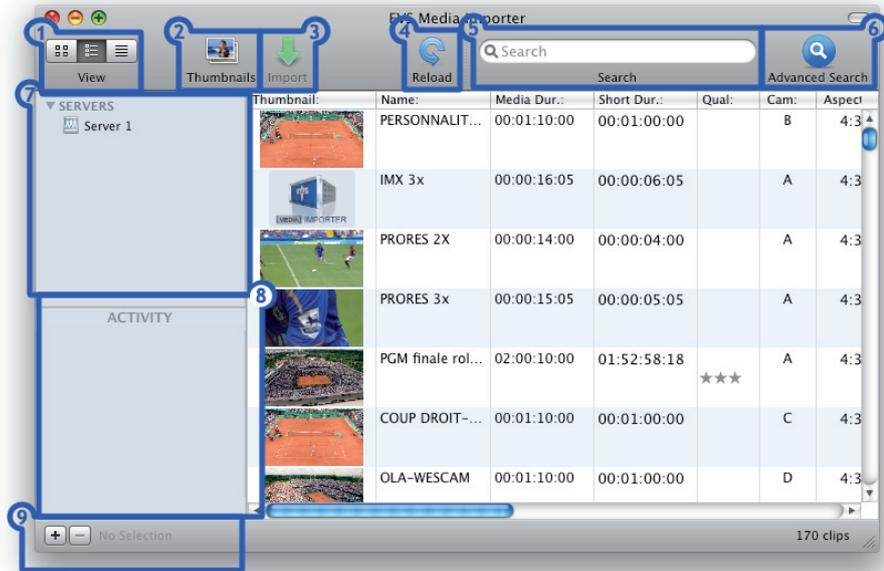
Chapter 6: Overview of the User Interface

Chapter 7: Importing Clips

Chapter 8: Searching Clips

Overview of the User Interface

6

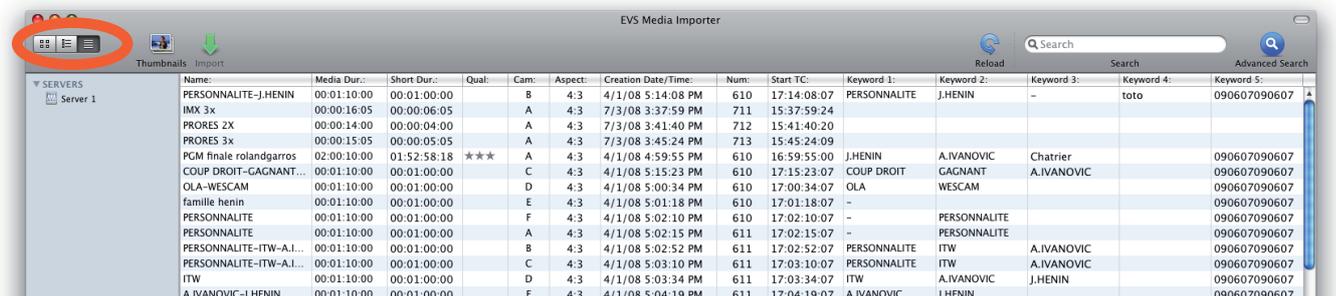


- ① Switch From List view to Thumbnail View. The List view displays significantly more information than the Thumbnail view.
- ② Create Thumbnails of clips that do not already have one.
- ③ Import the Selected Clips to the computer. (The destination folder is set in the Preferences. Refer to Chapter 5 for more information on Preferences).
- ④ Reload the List of clips from the server displaying any new clips. The reload can be automatic if set in preferences.
- ⑤ Entry field to perform Simple Search on text strings. The clip list that will be displayed will show only clips that contains the words or group of characters typed in this field.
- ⑥ Activate/Deactivate the Advanced Search Mode.
- ⑦ Server list. Click on one server to see its content. Select several servers at the same time to see the contents of all the servers selected.
- ⑧ Activity Monitor. Displays the processes being performed by EVS Media Importer. These processes can be: connection to the server, getting Metadata or converting clips. You can cancel some of the processes by clicking on the cross-sign to the left of the process on the list.
- ⑨ Add or delete a server from the list.

List View vs Thumbnail view

The Thumbnail view displays a large thumbnail of the clip, the name of the clip and the duration of the clip. The thumbnail extracted is the exact middle frame found in the clip. (The reason for selecting this frame rather than the first frame is to not display a black frame or a test frame.)

The List View displays significantly more information than the Thumbnail View. There are two different List Views: one with thumbnails and one without thumbnails. You can switch from one view to the other by clicking on the buttons on the top left of the User Interface.



Name:	Media Dur.:	Short Dur.:	Qual.:	Cam.:	Aspect:	Creation Date/Time:	Num:	Start TC:	Keyword 1:	Keyword 2:	Keyword 3:	Keyword 4:	Keyword 5:
PERSONNALITE-J.HENIN	00:01:10:00	00:01:00:00		B	4:3	4/1/08 5:14:08 PM	610	17:14:08:07	PERSONNALITE	J.HENIN	-	toto	090607090607
IMX 3x	00:00:16:05	00:00:06:05		A	4:3	7/3/08 3:37:59 PM	711	15:37:59:24					
PRORES 2X	00:00:14:00	00:00:04:00		A	4:3	7/3/08 3:41:40 PM	712	15:41:40:20					
PRORES 3x	00:00:15:05	00:00:05:05		A	4:3	7/3/08 3:45:24 PM	713	15:45:24:09					
PGM finale rolandgarros	02:00:10:00	01:52:58:18	***	A	4:3	4/1/08 4:59:55 PM	610	16:59:55:00	J.HENIN	A.IVANOVIC	Chatrier		090607090607
COUP DROIT-GAGNANT...	00:01:10:00	00:01:00:00		C	4:3	4/1/08 5:15:23 PM	610	17:15:23:07	COUP DROIT	GAGNANT	A.IVANOVIC		090607090607
OLA-WESCAM	00:01:10:00	00:01:00:00		D	4:3	4/1/08 5:00:34 PM	610	17:00:34:07	OLA	WESCAM			090607090607
famille henin	00:01:10:00	00:01:00:00		E	4:3	4/1/08 5:01:18 PM	610	17:01:18:07	-				090607090607
PERSONNALITE	00:01:10:00	00:01:00:00		F	4:3	4/1/08 5:02:10 PM	610	17:02:10:07	-	PERSONNALITE			090607090607
PERSONNALITE	00:01:10:00	00:01:00:00		A	4:3	4/1/08 5:02:15 PM	611	17:02:15:07	-	PERSONNALITE			090607090607
PERSONNALITE-ITW-A.I...	00:01:10:00	00:01:00:00		B	4:3	4/1/08 5:02:52 PM	611	17:02:52:07	PERSONNALITE	ITW	A.IVANOVIC		090607090607
PERSONNALITE-ITW-A.I...	00:01:10:00	00:01:00:00		C	4:3	4/1/08 5:03:10 PM	611	17:03:10:07	PERSONNALITE	ITW	A.IVANOVIC		090607090607
ITW	00:01:10:00	00:01:00:00		D	4:3	4/1/08 5:03:34 PM	611	17:03:34:07	ITW	A.IVANOVIC	J.HENIN		090607090607
A.IVANOVIC-J.HENIN	00:01:10:00	00:01:00:00		E	4:3	4/1/08 5:04:19 PM	611	17:04:19:07	A.IVANOVIC	J.HENIN			090607090607

This data can only be edited in the XT[2] Server and it will be imported into Final Cut Pro.

Below is the list of columns displayed and a short description of the columns presented in the list view:

- *Name* : Clip Name.
- *Media Duration* : The actual total duration of the clip including handles that will be imported into in Final Cut Pro.
- *Short Duration* : The Duration selected by the XT[2] user, excluding handles. In and Out points will be placed on the Final Cut Pro Clips.
- *Quality* : Quality of the clip. Ranging from 1 to 3 Stars.
- *Camera* : Letter indicating which camera connected to the XT[2] Server shot the clip.
- *Aspect* : Clip Aspect Ratio, either 4:3 or 16:9.
- *Creation Date/Time* : The Date and time that the clip was recorded onto the server.
- *Num* : Clip Number: 613 means Page 6, Bank 1, Clip 3. (Please refer to your XT[2] user manual to check on the definitions of Bank, Page and Clip definitions if you are unfamiliar with these terms.)
- *Start TC* : The clip's starting TimeCode.
- *Keywords 1 to 5* : With the XT[2] Server, you can associate 5 Keywords to each clip. This makes it easy to later find one or more particular clips. This information will be passed on to Final Cut Pro.

Once installed, the EVS Media Importer Application will appear in your Applications folder and a plugin will be accessible from the Menu File>Import>EVS Media Importer in Final Cut Pro. This plugin will open the same Application but will link the imported files to the opened Final Cut Pro project.

There are two ways to start EVS Media Importer:

- using the Final Cut Pro plugin.
- using the Application file.

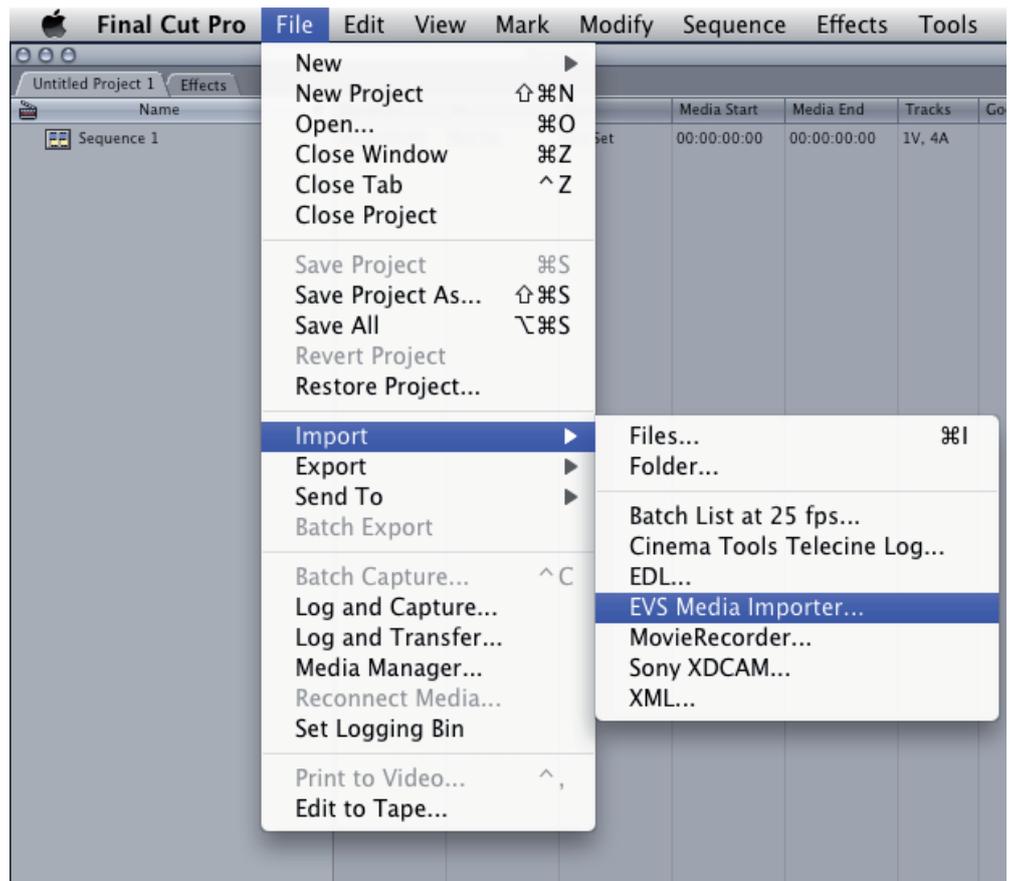


If your goal is to import media clips into a Final Cut Pro project, the easiest is to start EVS Media Importer from Final Cut Pro. Doing so will assure that all the clips will automatically be imported in your Final Cut Pro project. If you start the application from the Applications Folder, you will have to manually locate your clips on the disk and import them in your Final Cut Pro project.

However, if your goal is to import the clips onto a local or Network storage device such as Xsan for a later use, you won't need Final Cut Pro at all and you can start the application from the Applications Folder.

Import clips using the Final Cut Pro plugin

In Final Cut Pro, select the Menu: File>Import> EVS Media Importer.



If you don't have EVS Media Importer in your Final Cut Pro Import Menu, then try running the Installer again. The plugin is installed after the Installer is run.

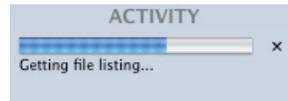
The Final Cut Pro plugin will launch the EVS Media Importer Application, and it will automatically place all the imported clips into your Final Cut Pro Browser or Bin. You will not have to import them afterwards into Final Cut Pro like you would if you had double clicked on the EVS Media Importer Application.

If EVS Media Importer does not display any clips in the list when opened, try to see whether :

- the server information is correct (IP address, login, password).
- you are connected to the same local network as the XT[2] Server.
- your Macintosh Network Preferences are correct.
- your XT[2] Server is powered on and its Network preferences are correct.

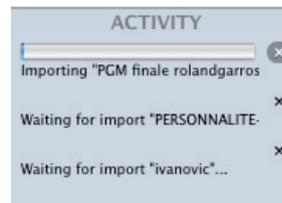
For more information on the setup, refer to Chapter 3 and 4 of this User Manual. Contact your system integrator if problems persist.

Once EVS Media Importer is opened, it will take a few seconds to scan your servers and get the list of clips that are present on them. After identifying the clips, it will take an extra few seconds to create the thumbnails for the clips.



The "Getting file listing..." process is quite efficient and this should only be a matter of a few seconds. One thing to note - if you have a large quantity of relatively small clips, the process will take a bit longer.

When the clip list is complete, you can choose whether you want to use the thumbnail or the list view (cf. Chapter 6 for more info). Select the clips you want to import, (you can select one clip or multiple clips by holding the Shift or Command key) and click "Import". The Activity window will display the list of clips that are being imported.



When you go back to Final Cut Pro, you will notice that the clips are automatically imported into your project and all of them will appear once the "Import" process is completed. You can work on your projects as you normally would and one by one the incoming clips will be added to your project.



EVS Media Importer will always try to import the clips into the project that was opened when you chose Import>EVS Media Importer.

If you want to import clips into another project, you will have to choose Import>EVS Media Importer again while the New project selected.

If the project that was open when you chose Import>EVS Media Importer is closed, EVS Media Importer will try to reopen it.

Import Clips using the Application File

On your System Hard drive, in the folder “Applications”, you will find the Application EVS Media Importer. Double-click on it to start it. It will open EVS Media Importer, connecting to the server in the list and within a few seconds you will see all the clips that are available on the server(s).

If EVS Media Importer doesn’t show any clips in the list when opened, try to see if :

- the server information is correct (IP address, login, password).
- you are connected to the same local network as the XT[2] Server.
- your Macintosh Network Preferences are correct. .
- your XT[2] Server is powered on and its Network Preferences are correct..

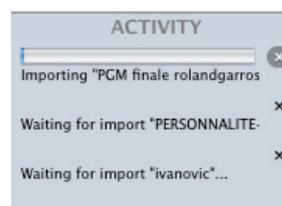
For more information on the setup, refer to Chapter 3 and 4 of this User Manual. Contact your system integrator if problems persist.

Once EVS Media Importer is opened, it will take a few seconds to scan your servers and get the list of clips that are present on them. After identifying the clips it will take a few extra seconds to create the thumbnails for the clips.



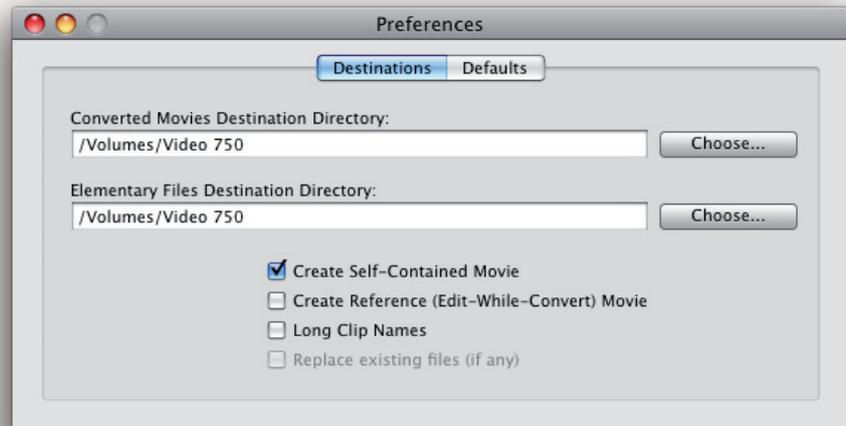
The “Getting file listing...” process is quite efficient and this should only be a matter of a few seconds. One thing to note - if you have a large quantity of relatively small clips, the process will take a bit longer.

When the clip list is complete, you can choose whether you want to use the thumbnail or the list view (cf. Chapter 6 for more info.). Select the clips you want to import, (you can select one clip or multiple clips by holding the shift or Command key) and click “Import”. The Activity window will display the list of clips that are being imported.



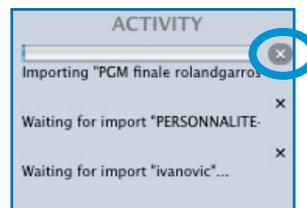
Where are the files imported to?

The clips are imported in the folder specified in the Application Preferences. Refer to Chapter 5 for more information on setting up the preferences.



Interrupting an import

You can always choose to cancel an import. To do so, click on the cross sign to the right of the Activity Panel, in front of the clip name.



If the import process is interrupted, you will not be able to resume the import. This means that if you want to import again that clip, you will have to start from the beginning.

When you interrupt an import, the file will be available on your disk and it will be possible to read the file up to the moment it was interrupted.

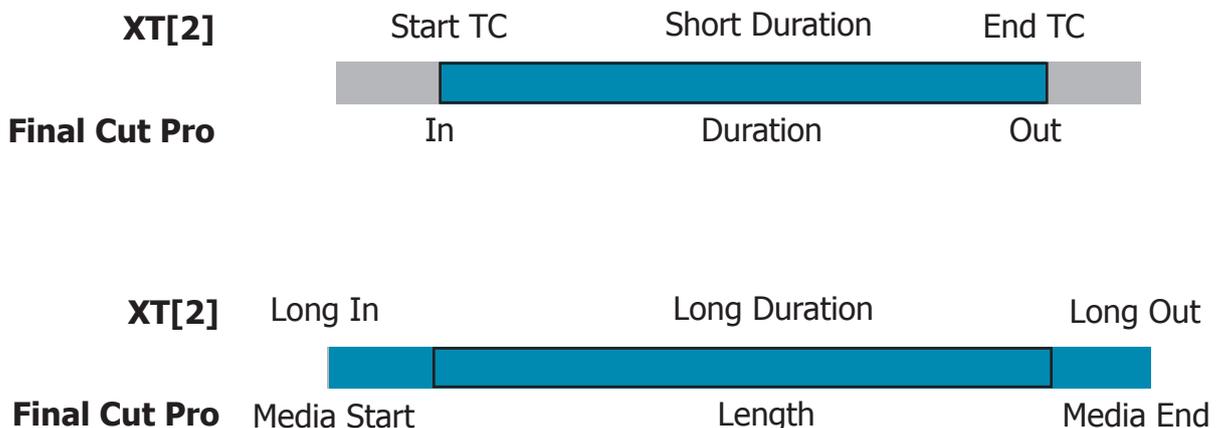
Handling Metadata

Your XT[2] Server handles some Metadata such as Keywords, Camera, Clip ID. When you import the clips in Final Cut Pro, these metadata are added to the clip. You will be able to find this metadata in the following columns:

EVS Metadata		Final Cut Pro Metadata
Name	->	Name
Media Duration		<i>(Not imported)</i>
Short Duration	->	Duration
Quality	->	Log Note
Camera	->	Angle
Aspect	->	Anamorphic
Creation Date/Time		<i>(Not imported)</i>
Number	->	Label 2
Start TC	->	In
Keyword 1	->	Master Comment 1
Keyword 2	->	Master Comment 2
Keyword 3	->	Master Comment 3
Keyword 4	->	Master Comment 4

Concerning the duration of the clips, don't forget, that your XT[2] Server handles a short and a long duration.

- The "*short duration*" is the exact duration of the clip as requested by the user when setting the Start and End TC. In Final Cut Pro it corresponds to the Duration of the clip, considering In/Out points.
- The "*long duration*" is the real duration of the clip, with handles kept by your XT[2] Server, so you have extra footage. In Final Cut Pro, it corresponds to the Length of the clip considering the "Media Start" and the "Media End" of the clip.



There are two ways to search for clips on your servers :

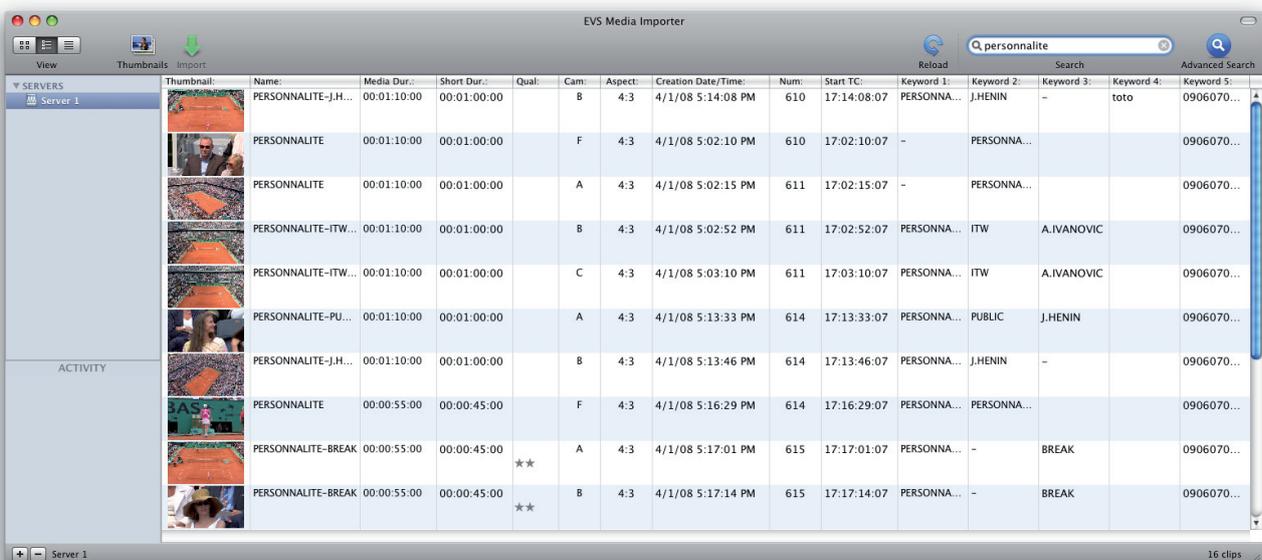
- Simple Search: to perform a search only on the Name of the clips.
- Advanced Search: to perform a search using multiple conditions based on the metadata of the clips.

Searching for clips using Simple Search

To perform a Simple Search for clips on the EVS Media Importer, simply type a words or group of characters in the Simple Search area.



The list of clips will automatically update to show only the clips that contain the word(s) you typed in the Simple Search Area.



To show the complete list of clips, delete the words you typed in the Simple Search area or click on the plus sign to the right of the Simple Search area.

The search result will only display the clips from the selected server. If you want to search multiple servers, you must not forget to select them all.

Searching for clips using Advanced Search

If you need to search amongst the metadata used by the EVS Media Importer, use the Advanced Search function.

The clips shown here again will only be the ones from the selected server. If you want to search in several servers, you will need to select them all.

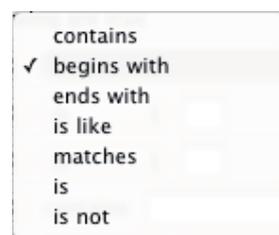
List of searchable Metadata:

- *Clip Name.*
- *Camera.*
- *Date.*
- *Keyword.*
- *Page Number.*
- *Bank Number.*

For each of these metadata category, you will have the ability to choose among different Search Criteria.

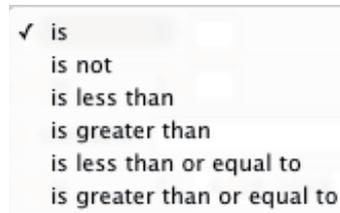
For Clip Name, Camera and Keywords and all text Metadata, you can choose:

- *"contains"* : will show only the clips that contain the requested entry.
- *"begins with"* : will show only the clips that begin with the requested entry.
- *"ends with"* : will show only the clips that end with the requested entry.
- *"is like"* : will show only the clips that are like the requested entry.
- *"matches"* : will show only the clips that matches the requested entry.
- *"is"* : will show only the clips that are exactly the same as the requested entry.
- *"is not"* : will show only the clips that are different than the requested entry.



For Bank Number, Page Number, Date and all numbers Metadata, you'll be able to choose:

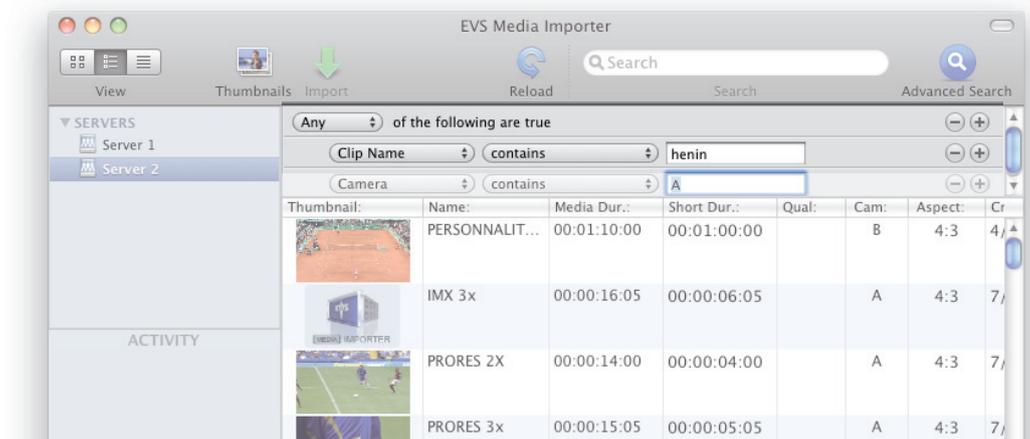
- "is" : will show only the clips that are exactly the same as the requested entry.
- "is not" : will show only the clips that are different than the requested entry.
- "is less than" : will show only the clips with a metadata smaller than the requested entry.
- "is greater than" : will show only the clips with a metadata larger than the requested entry.
- "is less than or equal to" : will show only the clips with a metadata smaller than or equal to the requested entry.
- "is greater than or equal to" : will show only the clips with a metadata.



To perform an Advanced Search, click on the Advanced Search button.



Automatically, 2 rows will appear on the top of the Clip list. By default, the first line that is added is "Clip Name" with the "Contains" criteria. Searching "Clip Name" with the "Contains" criteria is the same as doing a Simple Search. It will search all the clips that contains the words or group of characters typed in the field.



You can change the kind of metadata you want to search as well as the criteria. If you click on "Clip Name", you will be able to choose among the different searchable metadata. Depending upon which kind of metadata you choose, different criteria will be displayed.

Once you have chosen the metadata you would like to search, the criteria for that metadata and have entered a value in the field, press Return to start the search. If you modify the Metadata, the search criteria or the value, you will have to press the return key again for your changes to be effective.

Combining Advanced Search Criterias

You can combine advanced searches in order to narrow your search. For example, to search the clips named "Henin" that come only from Camera A, Press on + to add a search line. On that search line, choose Camera metadata, contains "A".

The screenshot shows a search interface with a dropdown menu set to "Any" and the text "of the following are true". Below this, there are two search lines. The first line has "Clip Name" selected in the metadata dropdown, "contains" in the operator dropdown, and "henin" in the text input field. The second line has "Camera" selected in the metadata dropdown, "contains" in the operator dropdown, and "A" in the text input field. Each search line has a minus (-) and plus (+) button on the right side.

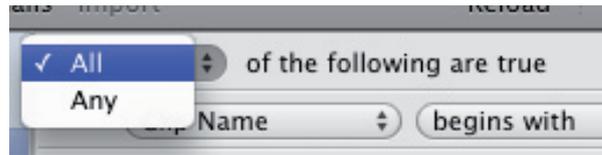
To the top-right of the Advanced Search area, you will see 2 buttons:



The + will add a search line, the - will delete one. You can add as many Search lines as you'd like. Note that if you click on the top you will delete all the search lines, except for the first one. If you only click on one of the Search lines, it will delete the specific line selected.

The screenshot shows a search interface with a dropdown menu set to "All" and the text "of the following are true". Below this, there are six search lines. The first line has "Name" selected in the metadata dropdown, "begins with" in the operator dropdown, and an empty text input field. The second line has "Bank Number" selected in the metadata dropdown, "is" in the operator dropdown, and an empty text input field. The third line has "Page Number" selected in the metadata dropdown, "is" in the operator dropdown, and an empty text input field. The fourth line has "Keyword" selected in the metadata dropdown, "contains" in the operator dropdown, and an empty text input field. The fifth line has "Date" selected in the metadata dropdown, "is" in the operator dropdown, and "4/28/2008" in the text input field. The sixth line has "Camera" selected in the metadata dropdown, "contains" in the operator dropdown, and an empty text input field. Each search line has a minus (-) and plus (+) button on the right side.

There are two ways to combine your search. You can determine to select that All of the criteria are met or that Any of the criteria are met.



If you choose All, the search result will display the clips that meet all the search criteria and will not display any the clips that meet only part of the criteria. If you choose Any, the search result will display all the clips that meet any of these search criteria.

This search feature in EVS Media Importer is quite useful and powerful. Do not hesitate to use it to help you to quickly locate clips you need.

To Exit the Advanced Search feature, click on the Advanced Search button.