

Intro to Clipchamp: Creating Video Lessons

1. Getting Started

Welcome to our Clipchamp workshop! In this session, we'll walk through the basics of creating engaging video lessons using Clipchamp — a free, browser-based video editor that's simple and intuitive.

Before we dive into the interface, let's quickly clarify the difference between logging in with a personal account versus a work or school account.

When you log in with a personal account — like a Gmail or Microsoft personal email — you'll have access to a library of templates, animated titles, and the option to record your screen for a maximum of 15 minutes.

In contrast, if you log in with a school or work Microsoft 365 account, you lose access to these features, which is a good thing to keep in mind as you step into the editing world.

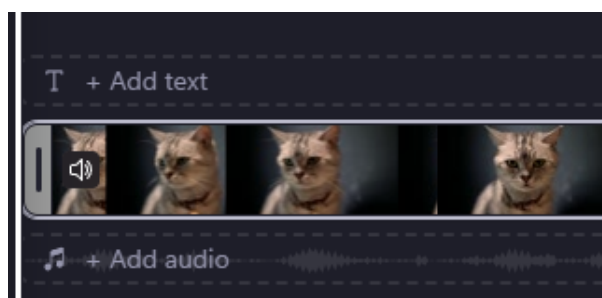
Whichever account you use, Clipchamp's core editing features — like cutting, layering, text, transitions, and exporting — are free and fully functional, so you'll be able to follow along regardless of the account type.

Files Panel (Top Left)

- ☐ Locate the Files panel in the top left corner.
- ☐ Confirm that imported videos, images, and audio files appear here.
- ☐ Organize your media for easier access during editing.

Timeline Layout (Bottom Center)

- ☐ Identify the timeline section at the bottom of the screen.
- ☐ Understand that media is arranged in layers/tracks.
- ☐ Stack video, images, and audio on separate tracks as needed.
Use the timeline to control clip timing, order, and interactions.



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Toolkit/Sidebar (Left Side)

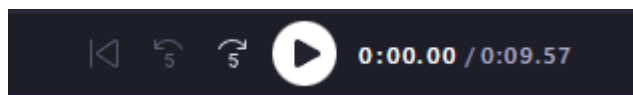
- ☐ Open the Toolkit/sidebar to access editing tools.
- ☐ Explore available features:

- ☐ Text
- ☐ Templates
- ☐ Transitions
- ☐ Effects
- ☐ Media library



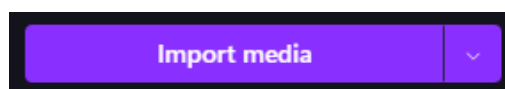
Basic Navigation Controls

- ☐ Drag the playhead to jump through your project.
- ☐ Click the Home button or drag playhead to return to the beginning.
- ☐ Use the Spacebar to play/pause your video.



2. Importing Content

Now that we're familiar with the interface, let's bring in our content. To import media, simply drag and drop your videos, images, or audio files into the media panel, or click the import button. Clipchamp supports most common file types — MP4, MP3, JPG, PNG, and more.



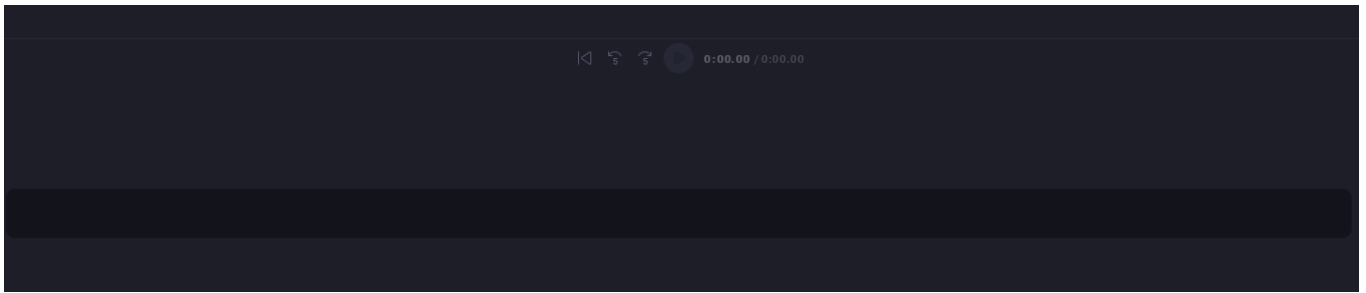
It's a good habit to rename your clips once imported — especially if you're working with multiple files. Just click the file name and type something more descriptive. This helps you stay organized as your project grows.

3. Building Your Timeline

With your media imported, it's time to build your video.

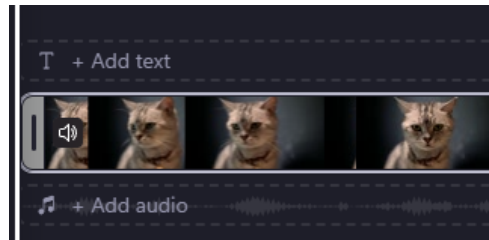
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Start by dragging a clip onto the timeline. You'll see a visual representation of your media — this is where you'll cut, trim, and arrange clips.

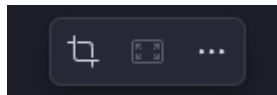


To cut or trim, select the clip and drag the edges inward to shorten it. To rearrange, simply click and drag clips to different positions.

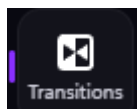
You can also stack clips to layer media. For example, placing a second video on a track above the first creates a picture-in-picture effect — great for commentary or reaction videos.



Need to focus your viewer's attention? Select your clip in the view monitor and use the crop and resize tools to zoom in or reposition your media.



When adding transitions, keep in mind that Clipchamp only allows transitions between clips that are on the same layer. You can find transitions in the left sidebar, then drag and drop your chosen effect between two clips.



Adding and Arranging Clips

- ☐ Drag your first clip onto the timeline
- ☐ Cut or trim clips by dragging the edges inward
- ☐ Rearrange clips by clicking and dragging them to new positions

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Stacking and Layering Media

- ☐ Stack clips by placing one on a track above another
- ☐ Use layering to create picture-in-picture effects
(Great for reactions, commentary, or dual visuals)

Cropping and Resizing

- ☐ Use the crop tool to zoom in or frame content
- ☐ Use resize options to reposition or scale clips as needed

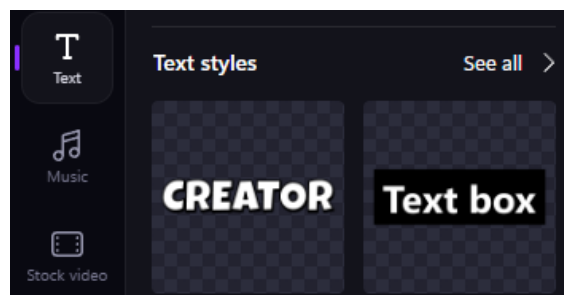
Using Transitions

- ☐ Open the Transitions tab in the left sidebar
- ☐ Drag a transition between two clips on the same layer
- ☐ Confirm the transition appears correctly between clips

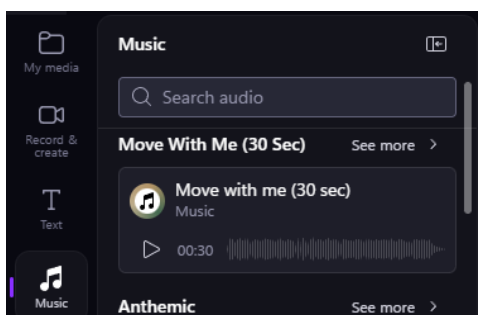
4. Enhancing Your Video

Now let's make your video more engaging.

First, let's add some text. Explore the text templates in the sidebar and drag one onto your timeline. Then customize the wording, font, color, and location.



Adjust the text's timing and placement by moving it along the timeline or resizing the clip to match your desired duration.

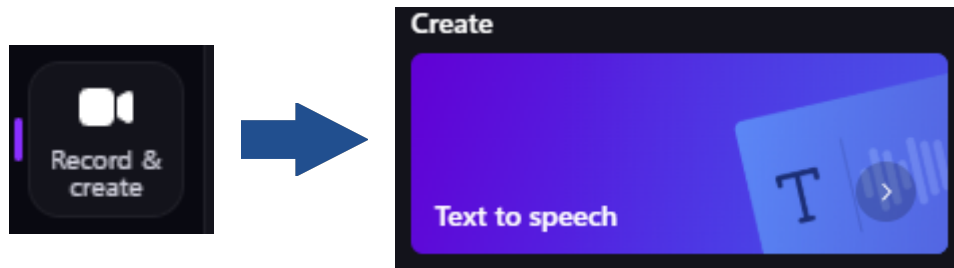


Next up: audio.

You can import your own audio files or browse Clipchamp's built-in music library for background music. Simply drag your chosen track onto the audio layer of your timeline.

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Want to narrate or read something aloud? Clipchamp offers Text-to-Speech tools under the "Record & Create" tab — a great option for accessibility or adding voiceovers quickly.



Adding and Customizing Text

- ☐ Open the Text tab in the sidebar
- ☐ Choose a basic or animated text style
- ☐ Drag a text template onto the timeline
- ☐ Customize your text:
 - ☐ Wording
 - ☐ Font
 - ☐ Color
 - ☐ Animation style
- ☐ Adjust text timing by resizing the clip
- ☐ Move text on the timeline to set placement within your video

Adding Background Music or Audio

- ☐ Import your own audio file(s)
OR
Browse the built-in music library
- ☐ Drag selected audio onto the audio layer in your timeline

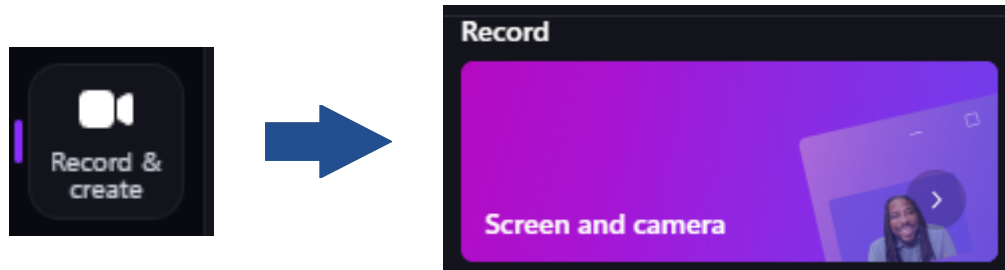
Using Text-to-Speech

- ☐ Go to the Record & Create tab
- ☐ Select the Text-to-Speech tool
- ☐ Type your narration and choose a voice
- ☐ Insert the generated voice clip into the timeline

5. Recording and Editing Simultaneously

Clipchamp also allows you to record your screen and webcam at the same time, which is especially helpful for creating virtual lessons or tutorials.

Under the “Record & Create” tab, select Screen + Camera. Once recorded, your footage appears directly in your media panel, ready to edit.



Pro tip for instructors: break your recording into segments. You can edit as you go, which saves time and makes the final product more polished.

Recording Your Lesson

- ☐ Go to the “Record & Create” tab in the sidebar
- ☐ Select Screen + Camera to record both at once
- ☐ Choose what to share (full screen, window, or browser tab)
- ☐ Record your lesson or tutorial content

Accessing and Editing Your Recording

- ☐ After recording, locate the footage in your media panel
- ☐ Drag the recording onto the timeline to begin editing

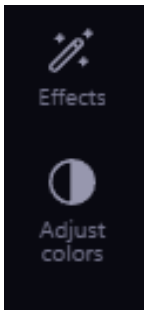
Pro Tip for Instructors

- ☐ Break recordings into short segments to simplify editing
- ☐ Edit as you go to reduce final cleanup time and increase polish

6. Adding Effects

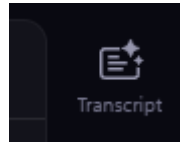
Let's talk about visual effects.

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Clipchamp allows you to add filters and adjust your clip's brightness, contrast, saturation, and more. These are found under the “Adjust Colors” panel when you select a clip.

You can also add captions for accessibility, clarity, or language support. These can be typed manually or added using third-party caption tools, then imported into your video.



Adjusting Visual Appearance

- ☐ Select a clip on your timeline
- ☐ Open the “Adjust Colors” panel
- ☐ Modify visual settings as needed:
 - ☐ Brightness
 - ☐ Contrast
 - ☐ Saturation
 - ☐ Temperature (optional)

Adding Captions

- ☐ Type captions manually using a text box
OR
Import captions from a third-party caption tool
- ☐ Place captions on a track above your video
- ☐ Adjust timing and placement to match speech
- ☐ Use captions to support accessibility and language clarity

7. Exporting and Sharing

Once your video is complete, it's time to export.



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Click the Export button in the top right. Choose your desired resolution — 720p is fine for most purposes, but 1080p is ideal for a high-quality look. Clipchamp will export your project as an MP4 file.

After saving your video, you can upload it to your Learning Management System, post it on YouTube, or share it through Google Drive, OneDrive, or email — wherever your students access your materials.

Exporting Your Project

- ☐ Click the Export button in the top-right corner
- ☐ Select your preferred resolution:
 - ☐ 720p (standard quality)
 - ☐ 1080p (high quality)
- ☐ Confirm the video is exported as an MP4 file
- ☐ Save the file to your device

Sharing Your Video

- ☐ Upload the video to your Learning Management System (LMS)
- ☐ Post it to YouTube (public or unlisted)
- ☐ Share via Google Drive or OneDrive
- ☐ Email the video or a download link to students or colleagues

Final Note

That's your full tour of Clipchamp! With just a few simple tools, you can create clean, effective, and engaging video content for your classroom or training session.