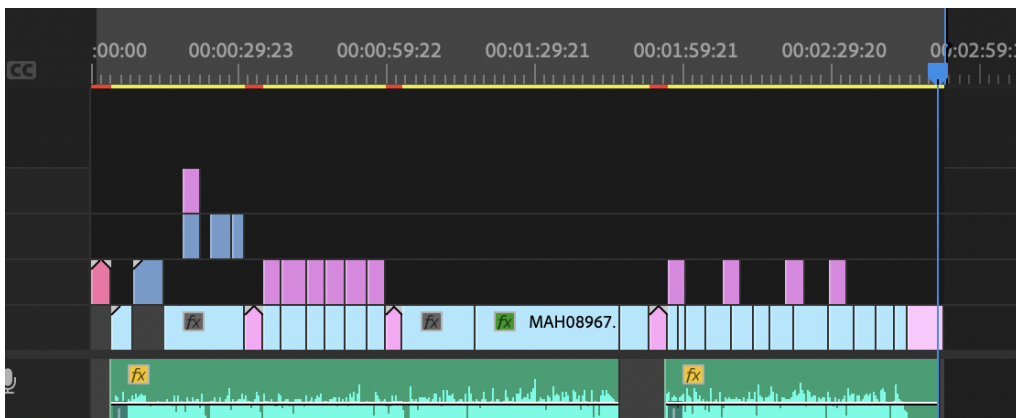


READY TO SUBMIT YOUR WORK?

Wait a minute! You may have missed something, so here is a checklist to keep handy before you go export your video file and submit your MP4 to canvas.

- Play through your project and double check for any missing frames, errors, audio flaws, etc.
- Last minute color correction and adjustments to any FX or graphics
- Did you set your Ins and Outs?

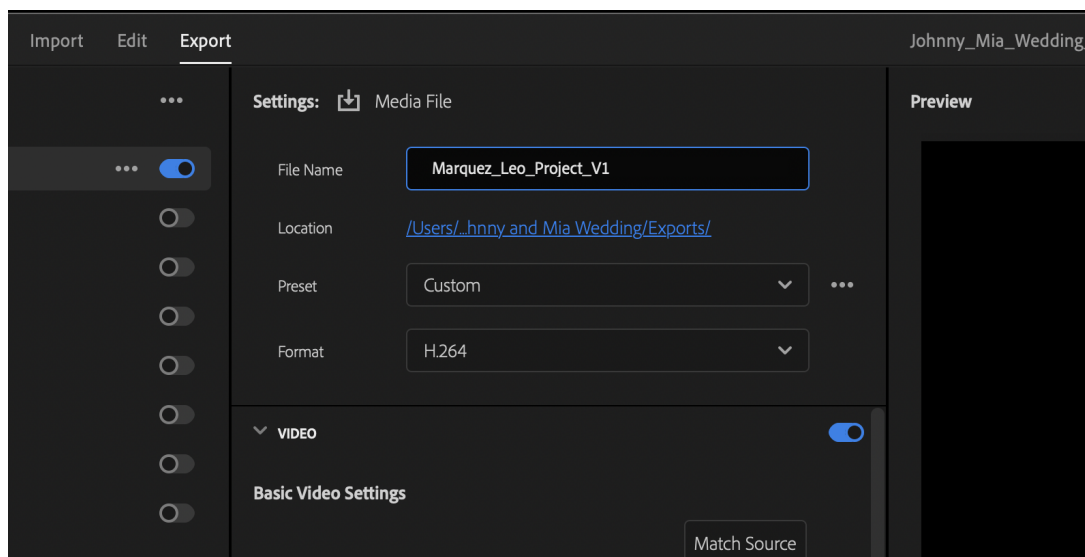
(The highlighted section is what it looks like when you have your In and Out point selected)



- If all the above is good to go, now you export.

File > Export > Media

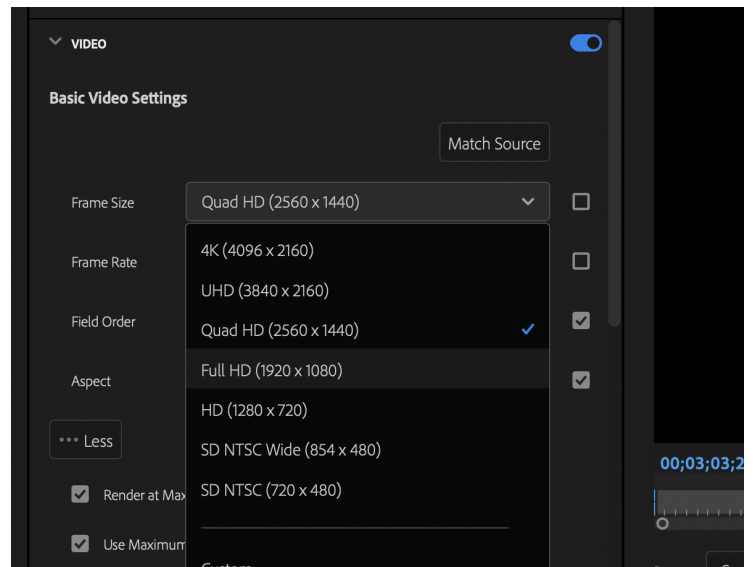
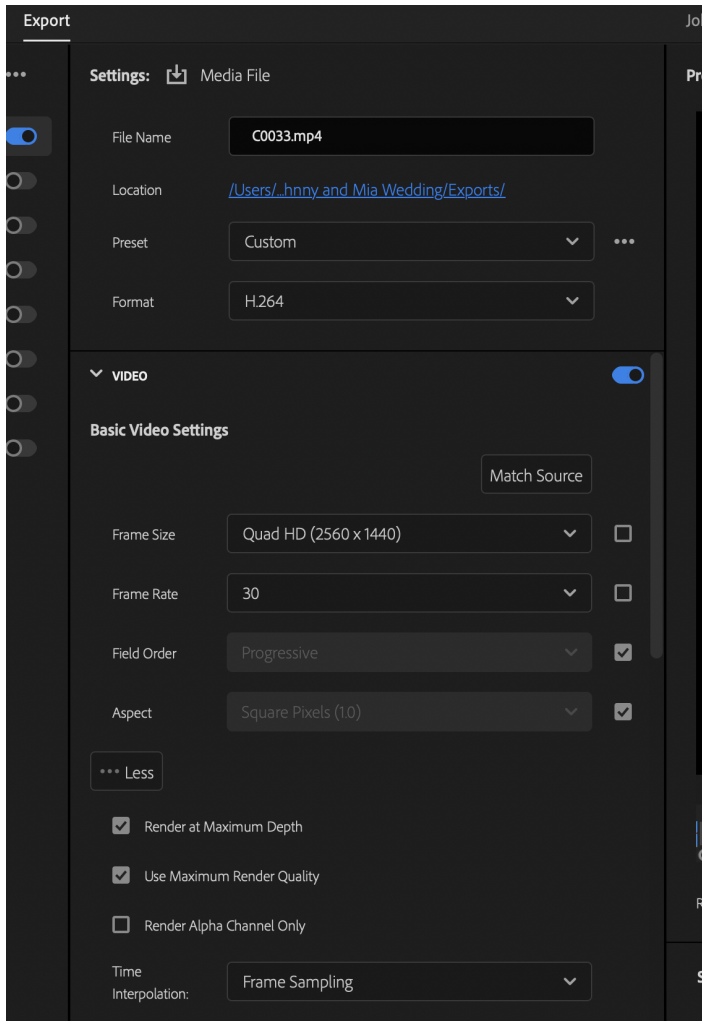
- Your file name should be: Lastname_Firstname_Projectname_version#



****Make sure that the following is checked when in Export Window****

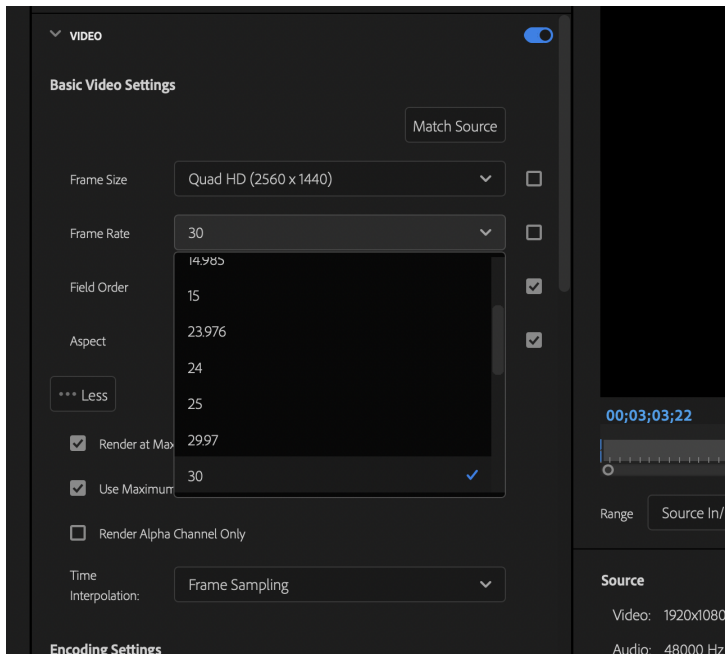
You will have to click the drop down menu for the Video section to see the following that needs to be checked.

- Render at Maximum Depth needs to be checked



- Use Maximum Render Quality needs to be checked
- Format must be H.264 (this makes it a MP4 video file)
- Where it says Location and the highlighted blue text click on this as if it were a hyperlink and choose the correct location that this video should export to.
- Make sure you check your frame size, Premiere does not always export well, if you sequence setting was at a specific frame size you may have to up the size, click the box to the right to adjust as seen above. For example if your sequence was at Full HD, you may need to export at Quad HD.

- ❑ Check your frame rate, if you recorded at 29.9 fps you will export at the same, or just slightly higher like 30 fps.



When all your settings are checked accordingly, you will hit Export in the bottom right. Remember it will export to the folder location you selected, stay organized.

Now go to Canvas to submit:

- ❑ Go to designated assignment
 - ❑ Click Upload towards the bottom
 - ❑ Select the MP4 file you exported
 - ❑ Wait till it uploads completely you will know because you will see a green checkmark once it's done.
 - ❑ Now click submit, you should see the confetti pop out and know it has been submitted.

DONE!!