



Dear Candidate,

In preparation for the Digital Video Using Adobe Premiere Pro CC certification exam, we've put together a set of practice materials and example exam items for you to review. What you'll find in this packet are:

- Topic areas and objectives for the exam.
- Links to relevant sections of the Premiere CC User Guide
- Links to practice tutorials and files.

We've assembled excerpted material from the [Adobe Premiere Pro CC Learn & Support page](#), and the [Digital Video curriculum on the Education Exchange](#) to highlight a few of the more challenging techniques covered on the exam. You can work through these technical guides and with the provided image files (provided separately). Additionally, we've included the certification objectives so that you are aware of the elements that are covered on the exam. Finally, we've included practice exam items to give you a feel for some of the items.

These materials are meant to help you familiarize yourself with the areas of the exam so are not comprehensive across all the objectives.

Thank you,

Adobe Education

# Adobe Certified Associate in Digital Video Using Adobe Premiere Pro CC (2015)

## Exam Structure

The following lists the topic areas for the exam:

- Setting project requirements
- Understanding Digital Video
- Understanding Adobe Premiere Pro CC
- Editing Digital Video Using Adobe Premiere Pro
- Exporting Video Using Adobe Premiere Pro

## Number of Questions and Time

- 40 questions
- 50 minutes

## Exam Objectives

### Domain 1.0 Setting Project Requirements

- 1.1 Identify the purpose, audience, and audience needs for editing video.
- 1.2 Summarize how digital video professionals make decisions about the type of content to include in a project, including considerations such as copyright, audience needs, permissions, and licensing.
- 1.3 Demonstrate knowledge of project management tasks and responsibilities.
- 1.4 Communicate with others (such as peers and clients) about editing plans.

### Domain 2.0 Understanding Digital Video

- 2.1 Understand key terminology related to digital video.
- 2.2 Demonstrate knowledge of basic principles and best practices employed in the digital video industry.
- 2.3 Demonstrate knowledge of how to use transitions and effects to enhance video content.
- 2.4 Demonstrate knowledge of how to use audio to enhance video content.
- 2.5 Demonstrate knowledge of how to use still images and titles to enhance video content.

### Domain 3.0 Understanding Adobe Premiere Pro CC

## Digital Video Using Adobe Premiere Pro CC

- 3.1 Identify elements of the Premiere Pro user interface, and demonstrate knowledge of their functions.
- 3.2 Define the functions of commonly used tools, including the Selection, Track Selection, Ripple Edit, Rolling Edit, Rate Stretch, Pen, Razor, Slide, Slip, Hand, and Zoom tools.
- 3.3 Navigate, organize, and customize the workspace.

### **Domain 4.0 Editing Digital Video Using Adobe Premiere Pro**

- 4.1 Create a new project.
- 4.2 Import media and assets into a project.
- 4.3 Demonstrate knowledge of how to set up and navigate a video sequence in Premiere Pro.
- 4.4 Organize and manage video clips in a sequence.
- 4.5 Trim clips.
- 4.6 Manage sound in a video sequence.
- 4.7 Manage superimposed text and shapes in a video sequence.
- 4.8 Add and manage effects and transitions in a video sequence.

### **Domain 5.0 Exporting Video with Adobe Premiere Pro**

- 5.1 Demonstrate knowledge of export options for video.
- 5.2 Demonstrate knowledge of how to export video from Premiere Pro.

## Quick Adobe Premiere Pro Introduction

Watch this quick video [celebrating 25 years of Premiere Pro](#) to see what you can create with Adobe Premiere Pro CC. This should set the tone for why students might want to learn the industry-standard, digital video editing tool.

After watching this quick video introduce your students to the basic workflow of digital video editing, as outlined in the [Adobe Premiere Pro CC User Guide](#).

## Basic Workflow

The steps you take in editing video, from import or capture through final output, make up your workflow. The basic workflow describes the most general steps you would take with most projects. Specific types of workflows, such as the P2 workflow or the cross-platform workflow, explain the noteworthy settings, variations, or issues specific to each type.

Reviewing the entire workflow for a production before creating a project and first sequence can help you optimize Adobe Premiere Pro for the needs of that production. It can also help you plan for the special needs your production has at any particular step. For example, if you learn, before you begin, the parameters of your footage, you can select the best sequence presets for your production.

For resources relating to optimizing your computer system, your workflow, and Premiere Pro so that you can get the most done in the least time [see this blog post on the After Effects Region of Interest](#).

Whether you use Adobe Premiere Pro to edit video for broadcast, DVD, or the web, you're likely to follow a workflow like the one outlined below. For Adobe recommended tutorials on basic workflow, scroll to the bottom of this page.

## Before you begin editing

Before you begin editing in Premiere Pro, you will need footage to work with. You can either shoot your own footage, or work with footage that other people have shot. You can also work with graphics, audio files, and more.

Many projects you work on do not need a script. However, sometimes you work from or write a script, especially for dramatic projects. You can write your script and organize your production details with [Adobe Story](#).

While you shoot, organize your shots and take log notes. You can also adjust and monitor footage as you shoot, capturing directly to a drive.

It is important to note that using Adobe Story is not necessary for editing with Adobe Premiere Pro. Writing a script, and making notes on the set are optional steps to help organize a project before you get started.

## Get started editing

After you have acquired footage, follow the steps to get started editing with Premiere Pro.

## 1. Start or open a project

Open an existing project, or start a new one from the Premiere Pro Start screen.

If you are starting a new project, the New Project dialog launches. From the New Project dialog, you can specify the name and location of the project file, the video capture format, and other settings for your project. (See [Creating and changing projects](#).) After you have chosen settings in the New Project dialog, click OK.

After you have exited the New Project dialog, the New Sequence dialog will appear. Choose the sequence preset in the dialog that matches the settings of your footage. First, open the camera type folder, then the frame rate folder (if necessary), and then clicking a preset. Name the sequence at the bottom of the dialog, and then click OK.

If you need help choosing a sequence preset, see this FAQ entry: [“How do I choose the right sequence settings?”](#)

To open an existing project, click on a link under Open A Recent Item in the Premiere Pro Start screen. After clicking a link, the project will launch.

## 2. Capture and import video and audio

For file-based assets, using the Media Browser you can import files from computer sources in any of the leading media formats. Each file you capture or import automatically becomes a clip in the Project panel.

Alternatively, using the Capture panel, capture footage directly from a camcorder or VTR. With the proper hardware, you can digitize and capture other formats, from VHS to HDTV.

You can also import various digital media, including video, audio, and still images. Premiere Pro also imports Adobe® Illustrator® artwork or Photoshop® layered files, and it translates After Effects® projects for a seamless, integrated workflow. You can create synthetic media, such as standard color bars, color backgrounds, and a countdown. (See [About capturing and digitizing](#).)

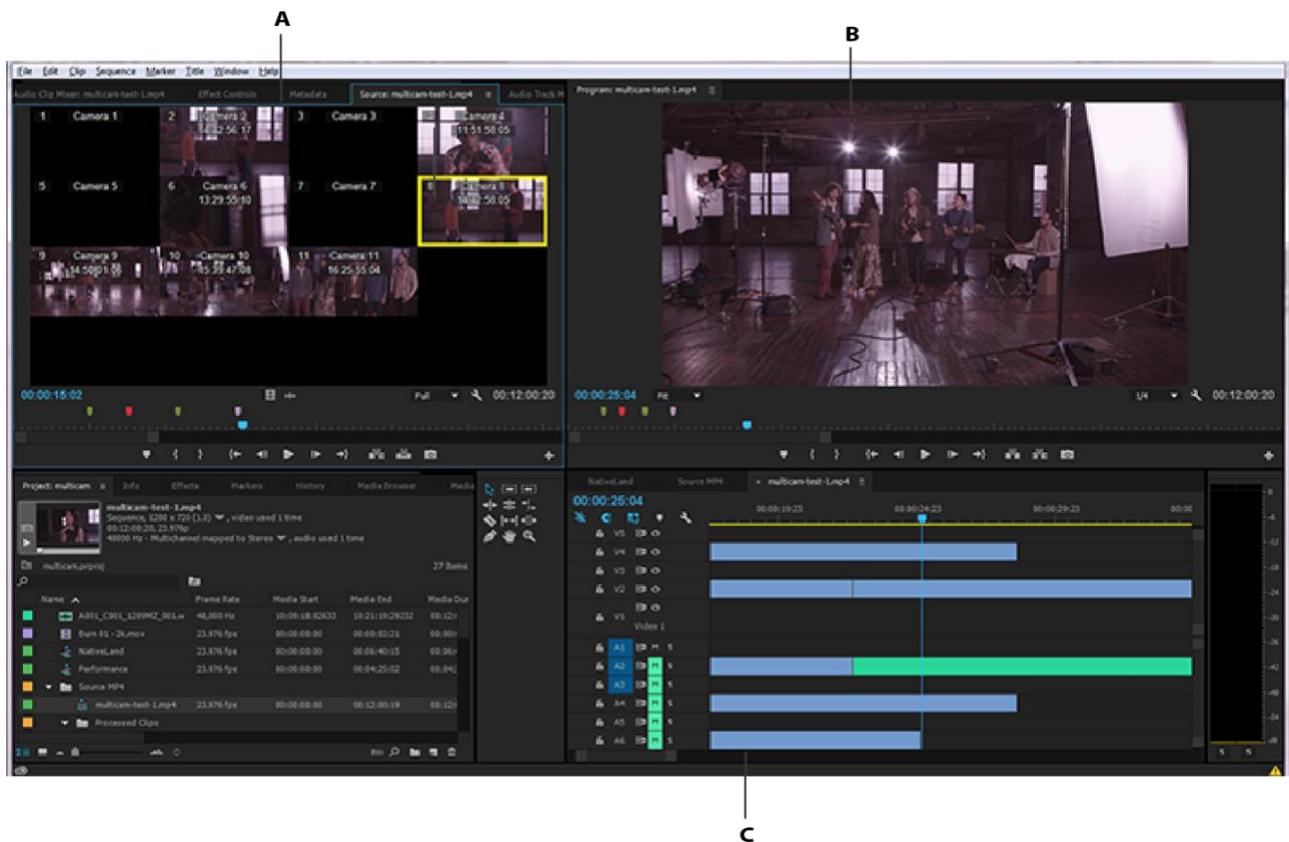
You can also use Adobe® Bridge to organize and find your media files. Then use the Place command in Adobe Bridge to place the files directly into Premiere Pro.

In the Project panel, you can label, categorize, and group footage into bins to keep a complex project organized. You can open multiple bins simultaneously, each in its own panel, or you can nest bins, one inside another. Using the Project panel Icon view, you can arrange clips in storyboard fashion to visualize or quickly assemble a sequence.

*Note:* Before capturing or importing audio, ensure that Preferences > Audio > Default Track Format is set to match the desired channel format.

## 3. Assemble and refine a sequence

Using the Source Monitor, you can view clips, set edit points, and mark other important frames before adding clips to a sequence. For convenience, you can break a master clip into any number of subclips, each with its own In and Out points. You can view audio as a detailed waveform and edit it with sample-based precision.



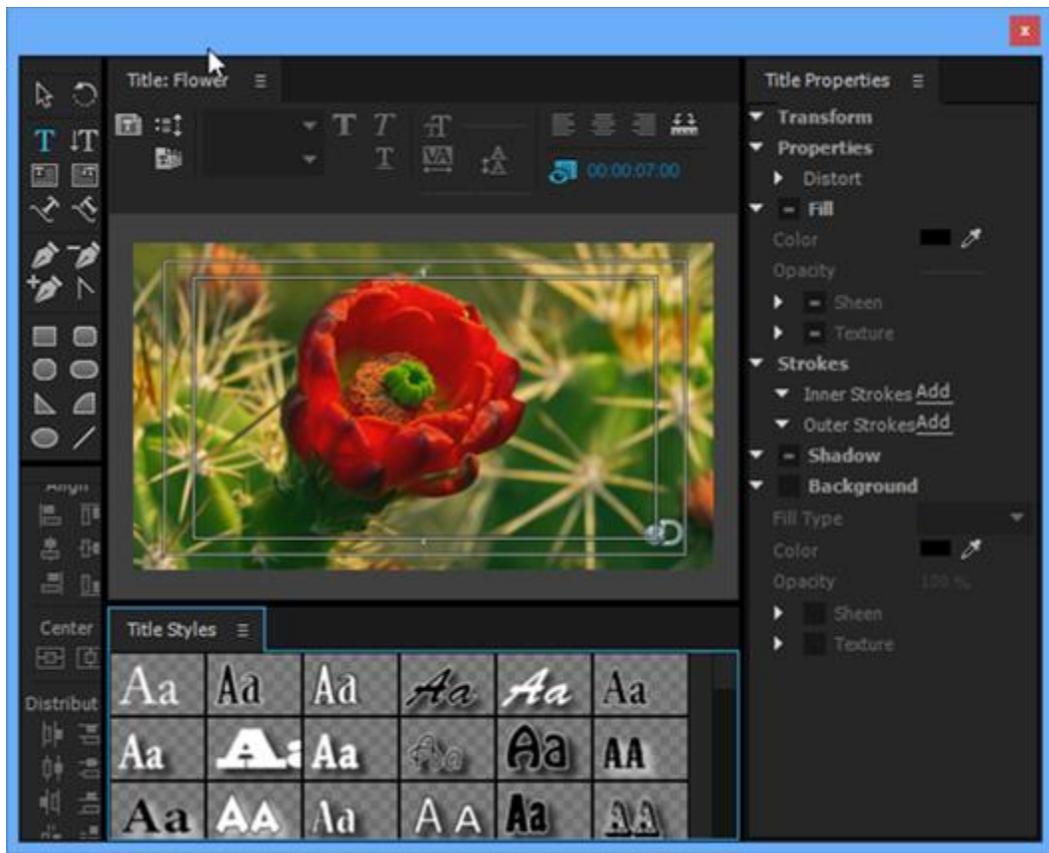
A: Source Monitor, B: Program Monitor, C: Timeline panel

You add clips to a sequence in the Timeline panel by dragging them there or by using the Insert or Overwrite buttons in the Source Monitor. You can automatically assemble clips into a sequence that reflects their order in the Project panel. You can view the edited sequence in the Program Monitor or watch the full-screen, full-quality video on an attached television monitor. (See [Timeline panels](#) and [Adding clips to a sequence.](#))

Refine the sequence by manipulating clips in the Timeline panel, with either context-sensitive tools or tools in the Tools panel. Use the specialized Trim Monitor to fine-tune the cut point between clips. By nesting sequences—using a sequence as a clip within another sequence—you can create effects you couldn't achieve otherwise.

#### 4. Add titles

Using the Premiere Pro full-featured Titler, create stylish still titles, title rolls, or title crawls that you can easily superimpose over video. If you prefer, you can modify any of a wide range of provided title templates. As with any clip, you can edit, fade, animate, or add effects to the titles in a sequence. (See [Creating and editing titles.](#))



*Titler*

## 5. Add transitions and effects

The Effects panel includes an extensive list of transitions and effects you can apply to clips in a sequence. You can adjust these effects, as well as a clip's motion, opacity, and Variable Rate Stretch using the Effect Controls panel. The Effect Controls panel also lets you animate a clip's properties using traditional keyframing techniques. As you adjust transitions, the Effect Controls panel displays controls designed especially for that task. Alternatively, you can view and adjust transitions and a clip's effect keyframes in a Timeline panel. (See [Transition overview: applying transitions](#) and [Apply effects to clips](#).)

## 6. Mix audio

For track-based audio adjustments, the Audio Track Mixer faithfully emulates a full-featured audio mixing board, complete with fade and pan sliders, sends, and effects. Premiere Pro saves your adjustments in real time. With a supported sound card, you can record audio through the sound mixer, or mix audio for 5.1 surround sound. For more information, see [Mixing audio tracks and clips](#).

## 7. Export

Deliver your edited sequence in the medium of your choice: tape, DVD, Blu-ray Disc, or movie file. Using

Adobe Media Encoder, you can customize the settings for MPEG-2, MPEG-4, FLV, and other codecs and formats, to the needs of your viewing audience. For more information, see [Types of exporting](#).

## Adobe Premiere Pro CC Workspace Overview

Before you get started, you should first become acquainted with the Adobe Premiere Pro CC Workspace. Watch this video to [get to know the Premiere Pro interface](#). Adobe video and audio applications provide a consistent, customizable workspace. Although each application has its own set of panels (such as Project, Metadata, and Timeline), you move and group panels in the same way across products.

The main window of a program is the *application window*. Panels are organized in this window in an arrangement called a *workspace*. The default workspace contains groups of panels and panels that stand alone.

You customize a workspace by arranging panels in the layout that best suits your working style. As you rearrange panels, the other panels resize automatically to fit the window. You can create and save several custom workspaces for different tasks—for example, one for editing and one for previewing.

For specific information about how to customize the Adobe Premiere Pro CC workspace and general workflow tips review the following list of resources.

- [Workspace basics](#): learn how to manage windows and panels, and save and switch workspaces.
- [Working with Panels](#): Know all the features of the powerful panels in Premiere Pro. Use quick keyboard shortcuts to display, activate, and navigate through the panels.
- [Change Preferences](#): You can customize the look and behavior of Premiere Pro, from determining the default length of transitions to setting the brightness of the user interface. Most of these preferences remain in effect until you change them. The preferences you set for scratch disks, however, are saved with your projects. Whenever you open a project, it automatically defaults to the scratch disks you selected for it when you set up that project.
- [Keyboard Shortcuts](#): Use this handy list to reference keyboard shortcuts for Premiere Pro CC and even print a PDF of the keyboard shortcuts. You can also use the visual keyboard layout to customize the shortcuts and assign multiple shortcuts to a command.

## Creating and Changing a Project

For a quick introduction to this topic, watch this tutorial on [creating a new project](#). A *project file* stores information about sequences and assets, such as settings for capture, transitions, and audio mixing. Also, the project file contains the data from all of your editing decisions, such as the In and Out points for trimmed clips and the parameters for each effect. Premiere Pro creates a folder on your hard disk at the start of each new project. By default, this is where it stores the files it captures, the preview and conformed audio files it creates, and the project file itself.

For every project you create, Premiere Pro creates a project file. This file contains the settings you select for each sequence in the project, as well as crucial data about the assets, edit decisions, and effects used in the project.

Premiere Pro doesn't store video, audio, or still image files in the project file—it stores only a reference to each of these files, a *clip*, which is based on the filename and location of the file at the time you

imported it. If you later move, rename, or delete a source file, Premiere Pro can't find it automatically the next time you open the project. In this case, Premiere Pro displays the Where Is The File dialog box.

By default, every project includes a single Project panel. This acts as a storage area for all clips used in the project. You can organize a project's media and sequences using bins in the Project panel.

A project may contain multiple sequences, and the sequences within a project may differ from one another in their settings. Within a single project, you can edit individual segments as separate sequences, and then combine the segments into a finished program by nesting them into a longer sequence. Similarly, you can store multiple variations of a sequence, as separate sequences, in the same project.

**Note:** There's no need to save copies of a project when creating different segments or versions of the same video program. Simply create new or duplicate sequences within a single project file.

To learn more about the specific tasks related to setting up your project, review the [Creating and Changing Projects](#) section of the user guide.

### Importing Footage

Use this tutorial on [importing media for your project](#) to learn how to import media directly from your media drives or camera cards into Adobe Premiere Pro CC using various import options including the Media Browser. Additionally, here is another tutorial video that demonstrates how easy it is to [work with different native camera file formats](#) within one Premiere Pro project.

After you have watched this video, you can use the following sections of the User Guide to learn about the supported file types, various ways to import assets into your project, and importing sequences, clip lists, compositions, still images, and digital audio.

- [Supported file formats](#): Learn about the latest digital cameras and broadcast formats that Premiere Pro supports.
- [Transferring and importing files](#): In this in-depth article you'll explore the different ways of importing assets into your projects in Premiere Pro, including transferring assets from popular file-based media and other computers.
- [Importing sequences, clip lists, and compositions](#): Learn about the efficient workflows Premiere Pro offers to import sequences and clips from other Premiere Pro projects, including importing After Effects compositions.
- [Importing still images](#): Learn how to import individual still images into Premiere Pro, or import a series of still images as a sequence from other Adobe applications such as Photoshop and Illustrator.
- [Importing digital audio](#): Importing audio is a common task in post-production. Learn how to import digital audio clips in Premiere Pro while keeping quality as high as possible.
- [Dynamic linking](#): learn how to share media between Premiere Pro and After Effects using Adobe Dynamic Link.

### Managing and Monitoring Assets

It is critical to be able to effectively manage and organize the assets for your digital video project. Individually, this will save you time during the editing process and spare you the frustration of misplaced and deleted files. Additionally, a good, consistent folder structure is essential for collaborating with others on a shared project.

Below is the documentation related to managing assets in Premiere Pro.

- [Organize assets in the Project panel](#): the Project panel in Premiere Pro lets you organize assets effectively. Learn how to use bins, rename assets, remove unused assets, and more.
  - [Customizing the Project panel](#): Speed up your editing workflow by customizing the Project panel in Premiere Pro. Learn about the various settings and controls the panel offers.
  - [Find assets](#): Manage media easily in Premiere Pro, even in complex projects! Use powerful search options like metadata-based Search Bins and the handy Timeline Search.
  - [Managing metadata](#): Explore ways of managing your clip and file metadata effectively in Premiere Pro. Learn to view, edit, share, and search for metadata using the Metadata panel.
1. [Using the Source Monitor and Program Monitor](#): Learn how to use the Source Monitor and Program Monitor to play back individual clips and sequences of clip respectively.
  2. [Playing assets](#): learn more about play back controls for the Source Monitor and Program Monitor.

## Create and Edit Sequences

Once you have organized your media assets, it is time to begin creating your digital video projects. This section walks you through the skills you will need to add, edit, rearrange, select, and group clips in sequences.

- a. [Add a clip to a sequence](#): Learn the various ways to add a clip to a sequence.
- b. [Create and change sequences](#): Learn to create sequences, assemble and rearrange sequences in a Timeline, and explore the various sequence settings in Premiere Pro
- c. [Edit from sequences loaded into the Source Monitor](#): Learn how to use the Timeline panel in Premiere Pro to edit sequences loaded in the Source Monitor, keeping the original source clips on all tracks intact.
- d. [Rearrange clips in a sequence](#): You can set the order in which clips should appear in a video. Explore how you can do it easily in Premiere Pro in this step-by-step guide.
- e. [Rendering and previewing sequences](#): explore how easy it is to work with clips in a sequence in Premiere Pro.
- f. [Trimming clips](#): learn more skills related to trimming clips in the timeline.

If you or your students are interested in exploring additional topics related to video editing, please check out the rest of the [documentation on editing in the User Guide](#).

## Titles

Learn how to create and edit titles in your digital video projects.

- [Creating and editing titles](#): Your video can look incomplete without a title. Learn to create titles using the built-in Titler in Premiere Pro or import titles from another program.
- [Creating and formatting text in titles](#): Learn how to enter, position, format, and customize text along a path, in a box, and more in this detailed explanation of how to work in the Premiere Pro Titler.
- [Titler text styles](#): Learn to work with styles in the Premiere Pro Titler, selecting color properties and font characteristics and saving them as styles to enhance your projects and accelerate your workflow.
- [Working with text and objects in titles](#): Modify text and objects in the Premiere Pro Titler, applying changes to stack order, aligning and distributing text and objects, and transforming objects.
- [Rolling and crawling titles](#): Learn how to create movie-style titles in the Premiere Pro Titler that roll or crawl across the screen, and set timing options to customize the rolling and crawling titles you use in your projects.

To learn more about adding images, drawing shapes, live text templates, and adjusting the fills, strokes, and shadows of titles, visit the [Titles documentation in the User Guide](#).

## Effects and Transitions

Premiere Pro includes a variety of audio and video effects that you can apply to clips in your video program. An effect can add a special visual or audio characteristic or provide an unusual feature attribute. For example, an effect can alter the exposure or color of footage, manipulate sound, distort images, or add artistic effects. You can also use effects to rotate and animate a clip or adjust its size and position within the frame. You control the intensity of an effect by the values that you set for it. You can also animate the controls for most effects using keyframes in the Effect Controls panel or in a Timeline panel.

You can create and apply presets for all effects. You can animate effects using keyframes and view information about individual keyframes directly in a Timeline panel. Review the links below to learn more about the various effects available in Adobe Premiere Pro CC.

- [About effects](#): Explore the variety of audio and video effects that Premiere Pro offers. An effect can add a special visual or audio characteristic, or provide an unusual feature attribute to your video.
- [Applying, removing, finding, and organizing effects](#): Learn how effects are organized in the Effects panel, and how to find them and apply them to clips in the Timeline. You'll also learn how to enable and disable effects, how to remove them, and how to copy and paste clip effects.
- [Viewing and adjusting effects and keyframes](#): Learn precision in control in applying and adjusting effects over time in Premiere Pro by using keyframes in the Effect Controls panel or Timeline panel.
- [Change duration and speed of clips](#): Learn how to change a clip's speed, duration, and timing using the Rate Stretch tool and Time Remapping technique.

## Digital Video Using Adobe Premiere Pro CC

- [Motion: position, scale, and rotate clips](#): Learn to use the Motion effect to position, scale, or rotate clips within the video frame. Master clip animation by setting keyframes for Motion properties.
- [Effect presets](#): Learn to use effect presets in Premiere Pro and create your own from frequently used, customized effect settings
- [Transition overview](#): applying transitions: Follow this step-by-step guide to select, apply, and customize transitions in Premiere Pro.
- [Modifying and customizing transitions](#): Follow these step-by-step instructions to learn how to modify and customize transitions in the Premiere Pro Effect Controls panel and timeline.
- [Color correction effects](#): Learn how to adjust the color and luminance in video clips, correct video that's too dark or too light, or set the levels to meet broadcast requirements.
- [Blending modes](#): learn about blending modes.
- [Compositing, alpha channels, and adjusting clip opacity](#): learn about compositing techniques in Adobe Premiere Pro CC.

Explore the additional documentation available on [effects and transitions in the User Guide](#).

## Audio

Learn how to add and adjust audio in your digital video project.

- [Overview of audio and the Audio Track Mixer](#): Edit audio, add effects to it, and mix as many tracks of audio in a sequence using Premiere Pro.
- [Editing audio in a timeline panel](#): Learn how to edit audio, link and unlink video and audio clips, and apply audio effects using the Timeline panel.
- [Adjusting volume levels](#): Learn to monitor, adjust, and normalize audio in Premiere Pro. Learn to adjust track volume over time using keyframes.
- [Audio Effects and transitions](#): Learn about the wide array of audio effects and transitions available in Premiere Pro, what they do, and how and when to use them.
- [Working with audio transitions](#): Learn how to apply and customize and when to use the audio transitions in Adobe Premiere Pro.

For more advanced techniques, see additional [Audio documentation in the User Guide](#).

## Exporting

Learn how to export your digital videos in various file formats for publishing to web, screen, and other digital devices.

- [Workflow and overview for exporting](#): Learn about the workflows to export video and audio files from Premiere Pro; you can use Adobe Media Encoder or use the direct export in Premiere Pro.
- [Export a still image](#): Learn how to quickly export a single video frame from Premiere Pro's Source Monitor or Program Monitor.

## Digital Video Using Adobe Premiere Pro CC

- [Exporting for the Web and mobile devices](#): Creating movies for the Web or mobile devices is simple in Premiere Pro. Learn to choose optimal settings for faster upload time and better playback quality.

To learn more about this topic, check out the [Exporting documentation in the User Guide](#).

## Practice Tutorials and Files

Below is a list of tutorials and resources from the [Adobe Education Exchange](#) and the [Illustrator Learn & Support page](#) that you can use in your classroom to prepare your students to be successful on the Visual Design Using Adobe Photoshop CC ACA exam.

### [Start your editing project](#)

Related objectives: Domain 1, Domain 2, Domain 3, and Domain 4

Ready to start editing video with Adobe Premiere Pro? Follow these steps to create a new project, add videos and graphics, and apply transitions.

Complete the full sequence of tutorials by following the “[adding titles and graphics](#)” link at the bottom of the tutorial, and then the “[add and adjust audio](#)” link.

### [Learn five editing basics in Premiere Pro CC](#)

Related objectives: Domain 1, Domain 2, Domain 3, Domain 4, and Domain 5

See how easy it is to import your footage, create a sequence, add a title, adjust audio levels, and export video in Adobe Premiere Pro.

### [Quickly make expert color adjustments](#)

Related objectives: Domain 4

Learn how the Lumetri Color panel in Adobe Premiere Pro helps you make quick and advanced color adjustments to your video, including white balancing, color grading, secondary color changes, and creative vignettes.

### [Enhance your project with video effects](#)

Related objectives: Domain 4

Promote your next event with a flyer that grabs attention with colorful imagery, graphics, and attractive typography.

### [Create title graphics](#)

Related objectives: Domain 4

Easily create titles directly on your video using the Type tool in the Essential Graphics panel in Adobe Premiere Pro CC. Add shapes, text, images, and video to layers that you can rearrange and adjust with tools you’re familiar with from other Adobe Creative Cloud apps. Add motion or effects and export your titles as Motion Graphics templates you can share via Creative Cloud Libraries.

### [Try basic video editing techniques](#)

Related objectives: Domain 1, Domain 2, Domain 3, Domain 4, and Domain 5

Go from raw footage to finished video using Adobe Premiere Pro.

## Digital Video Using Adobe Premiere Pro CC

[Export video in virtually any media format](#)

Related objectives: Domain 5

Learn how Adobe Media Encoder integrates with Adobe Premiere Pro, acting as the background media exporter.

Check out additional projects, lesson plans, and teacher resources related to the ACA Photoshop exam on the [Education Exchange](#).

