

## 1 MVP Start Up



Double click the **MVP icon** on your windows desktop OR click **Start -> All Programs -> Medical Video Producer -> MVP**.  
A splash screen with project options dialog box will appear. Choose the option most suitable for your workflow.

## 2 Import Procedures



### Import procedure from a Finalized DVD-R:

- ❖ Insert the **DVD-R** with the surgical procedure into your DVD-Rom. Click the **Import procedure from CD/DVD** icon.
- ❖ Enter a **title** and a **category** for this project when prompted with project info dialog box and click **OK**.
- ❖ Select the procedure(s) you would like to open from a list of procedures on the DVD-R.
- ❖ The main MVP screen and source clip icons will be loaded into the Source Panel, on the left side of the screen. The source movie will automatically play in the Video Playback Window.

**Note:** To load still pictures from your procedures, click **Utility** menu -> **Configuration** -> **Image** tab and check the box labeled **Import Pictures with Procedures** and click **OK**. (This will work next time you import procedure.)



### Import procedure from the Hard Drive or Network:

- ❖ Click the **Import movie from Disk/Network** icon in the Project Options dialog box to create a new project using movies on your hard drive.
- ❖ Enter a **title** and a **category** for this project when prompted with Project info dialog box and click **OK**.
- ❖ Browse to your desired movie and click **Open** when prompted with select a movie to open dialog box.
- ❖ MVP will load the selected movie into the Source Panel on the left side of the screen. The source movie will automatically play in the Video Playback Window.

**Note:** You may select multiple movies using the "Ctrl" Key.

## 3 Edit Procedures

### Rough Edit Mode:

- ❖ Use the **Cut In** and **Cut Out** buttons to extract segments from the source video. To mark the starting point of an output clip, click the **Cut In** button.
- ❖ Click the **Cut Out** button to mark the ending point of an output clip. Once the **Cut Out** button is clicked, the Output Clip Indicator will turn red and a icon will appear in the Output Panel for the completed output clip.
- ❖ Click the **Grab Picture** button to create a still image.

**Note:** A green Output Clip Indicator will be shown within the Slider Bar from the **Cut In** point to the indicator to show the length of the output clip you are currently creating.

### Fine Edit Mode: (Optional)

- ❖ To review an Output clip in the Fine Editing Mode, double click the desired icon in the Output Panel. The Output Clip will begin to play in the Video Playback Window and the Fine Editing Controls will be enabled within the Video Workspace.
- ❖ The **Cut In** and **Cut Out** positions are labeled with markers on each end of the clip and can be adjusted to refine edits.
- ❖ To quickly refine your Output Clip, you can click and drag the **Cut In** and/or **Cut Out** marker to the desired position. Again, the Output Panel icon representing that clip will be updated automatically based on your changes.

## 4 Create Movies

### Create Movies:

- ❖ To create a movie for each Output Clip listed in the Output Panel, click the **Create multiple movies** button.
- ❖ To create one continuous movie containing all of the Output Clips listed in the Output Panel, click the **Create single movie** button.
- ❖ A green check mark over the **Create single movie** button indicates that movie generation is complete.

### Audio Overlay:

- ❖ Once the movie has been created, it automatically plays in the Video Playback Window. Use the **Narrate This Movie** button to narrate audio.
- ❖ To save the audio clip click **Save Narration** button.
- ❖ Click the **Discard Narration** button to delete the audio track from the video clip.

## 5 Export Procedures



### Insert Movie into a New PowerPoint Presentation:

- ❖ To produce a PowerPoint presentation with the image(s) and movie(s) you have created, click the **PowerPoint** button in the Output Panel. This will open the Export PowerPoint dialog window. Click the **Create a PowerPoint Presentation** button. The clips will be inserted in the PowerPoint presentation.



### Insert Movie into an existing PowerPoint Presentation:

- ❖ To add this PowerPoint presentation to an existing presentation click the **insert into existing presentation** button. Browse to the existing presentation and click **Merge**. The new slides are added to the end of the existing presentation.



### Make a Self-Installing Presentation CD:

- ❖ Once you have already created a PowerPoint presentation, click **Create a PowerPoint presentation button**. Click the **Make a Self-Installing presentation CD** button. The path to the presentation will be filled in. Insert a blank CD into CD burner and Click **Go**. Follow the prompts to create CD when prompted with Windows XP CD writing wizard. Take the CD to another machine to view presentation.
- ❖ Insert the CD into another machine, the MvpUnpacker utility will launch automatically. Click **Unpack Presentation**. Select a location to unpack your presentation and click **OK**.



### Export project onto CD for presentation:

- ❖ Click the **Export Output Files** button. You will be presented with a dialog box where you can choose to export to a recordable CD.
- ❖ Click the button next to **Create a CD** then click **OK**. Follow the prompts to create your CD when prompted with Windows XP CD Writing wizard.
- ❖ Take the CD to other machines and view presentation. (Works only when MPEG2 decoder is installed.)

## 6 Exit MVP

Click the "**X**" button in the upper-right hand corner to exit MVP. Your project will be automatically saved in your default projects folder, called MVPProjects. This folder is located on the root of your hard drive.

## MVP Layout

**Import Procedure from CD/DVD:** Import procedure(s) for editing or playback from CD or DVD finalized by the ISM DVR-MD system.

**Import Movie from Disk/Network:** Import source movie(s) for editing or playback from Hard Disk, Network, etc.

**Search for Movie from Existing Projects:** Import source movie(s) for playback or editing from existing projects.

**Start New Project:** Closes and saves the current project and opens a new project.

**Open Existing Project:** Opens the Select a Project dialog box to allow for selection of project from your default project folder on your hard drive.

**Create Multiple Movies:** Produces an individual movie for each output clip in the Output Panel.

**Create Single Movie:** Produces a movie consisting of all output clips from the Output Panel. Stores the results on the hard disk.

**Create a PowerPoint Presentation:** Produces a PowerPoint presentation from the movie(s) and/or images that were created by clicking one of the above buttons.

**Add this PowerPoint Presentation to an existing presentation:** Adds newly created presentation to existing presentation.

**Make a self-installing presentation CD:** Copies the PowerPoint presentation along with the MVP Unpacker to a CD in order to allow the presentation to be played on another PC.

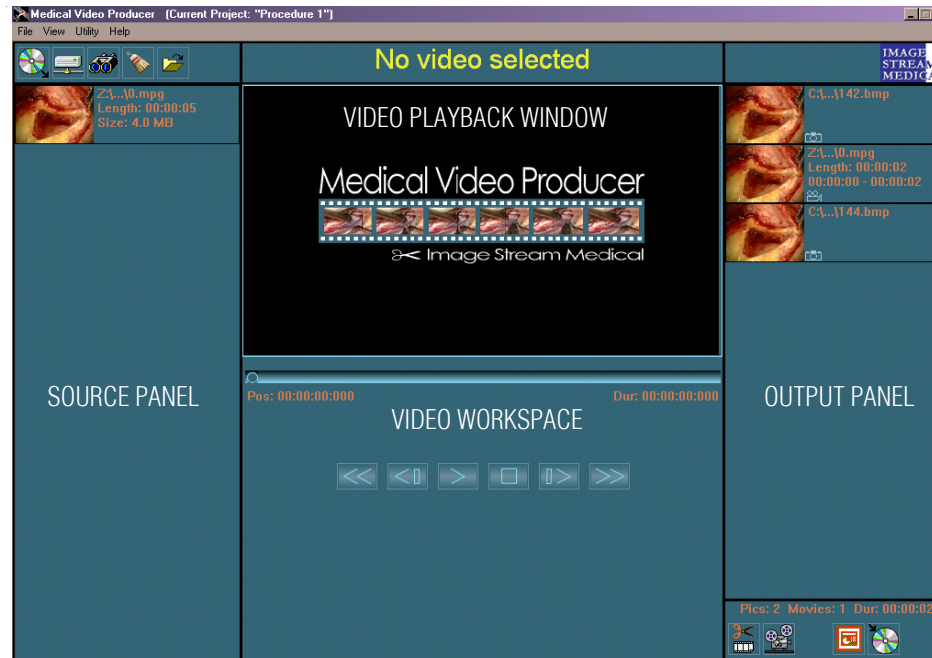
**Export Output Files:** Export the output files from a project to a different storage location.

**Play Movie:** Clicking this starts playing back the completed edited movie and gives access to the Audio Recording feature.

**Narrate This Movie:** Click once to start recording. Click again to stop recording.

**Discard Narration:** Deletes the audio track from the video clip.

**Save Narration:** Saves the Audio Clip with the audio overlay.



**Refine Cut In Point:** Moves the Cut In position to the right in 1/2 second intervals.

**Refine Cut In Point:** Moves the Cut In position to the left in 1/2 second intervals.

**Refine Cut Out Point:** Moves the Cut Out position to the right in 1/2 second intervals.

**Refine Cut Out Point:** Moves the Cut Out position to the left in 1/2 second intervals.

**Cut In:** Marks the starting point of your Output Clip.

**Cut Out:** Marks the ending point of your Output Clip.

**Grab Picture:** Creates a still picture from the current frame.

**Fast Reverse:** Quickly rewinds the video.

**Step Reverse:** Reverses the video by 1/2 second intervals on each click.

**Play:** Plays the video shown in the Video Playback Window. (Shown only while paused or stopped.)

**Pause:** Pauses the video shown in the Video Playback Window. (Shown only while video is playing.)

**Stop:** Stops the video shown in the Video Playback Window and reverses the video back to the beginning.

**Step Forward:** Advances the video by 1/2 second intervals on each click.

**Fast Forward:** Quickly advances the video.

**Slider Bar:** Advances or Reverses movie to desired location by clicking and dragging on the Seeker (circle) inside the Slider Bar. Clicking anywhere in the Slider Bar advances or reverses the movie to that position.

**Movie Speed Controls:** Speeds up or slows down the playback rate of the video.