

Consolidating Media

What is Consolidating? The Consolidate feature allows you to create and save copies of the sequence's media files to a selected drive. This makes it relatively simple to move source files with you when you work on a different system. Using the Consolidate feature has the advantage of copying only the amount of media necessary; you save only the sequences and clips used in the project. For example, it does not copy an entire 1-hour audio file to consolidate a single 10-second clip. When you consolidate a sequence, the system copies only the portions of media files edited into the sequence, and creates new master clips for each clip in the sequence. The file name extension `.new` is attached to the master clips, along with incremental numbering beginning with `.01`. The sequence is not renamed but is automatically relinked to the new media files. Consolidating allows you to select a target drive, which is useful for archiving purposes. You can consolidate master clips, subclips and sequences in the bin. You cannot use the consolidate function when in the media tool.

To Consolidate:

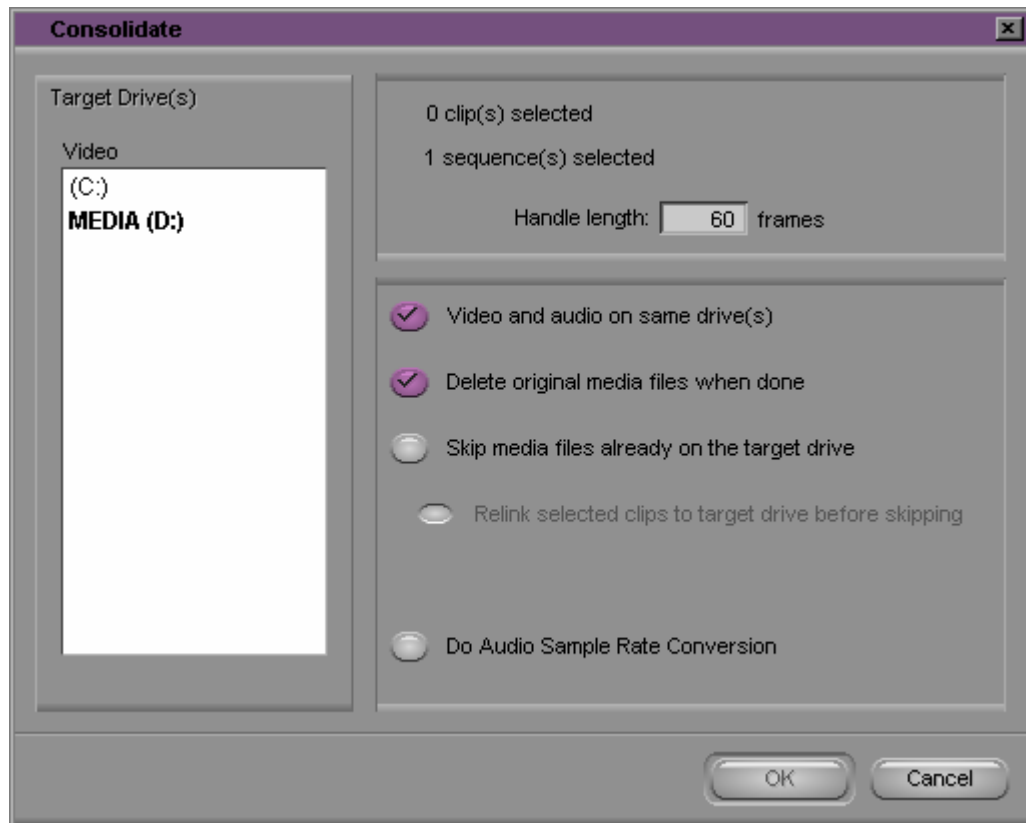
Master Clips:

1. If you are consolidating a sequence, render any unrendered effects.
2. With the bin open, select the clips or sequence to consolidate.

Consolidating Master Clips: When you consolidate a master clip, the system creates exact copies of the media files. If you link the original master clip to the new files, the system creates a master clip with the file name extension `.old` that remains linked to the old files. If you maintain the link between the original master clip and the old media files, the system creates a new master clip with the file name extension `.new` that is linked to the new files. The new clips are also numbered incrementally beginning with `.01`. Consolidating master clips does not save storage space because the system copies the same amount of media for each clip. **This is primarily useful to move clips between drives.**

Sequences: When you consolidate a sequence, the system copies only the portions of media files edited into the sequence, and creates new master clips for each clip in the sequence. The file name extension `.new` is attached to the master clips, along with incremental numbering beginning with `.01`. The sequence is not renamed but is automatically relinked to the new media files. **This is ideal for archiving purposes.**

3. Choose Consolidate from the Clip menu. The consolidate dialog box appears.



4. Select the following for archiving:

- “Video and audio on the same drive(s)” to store the consolidated media files on the same target drive. Deselecting this option allows you to select separate drives for the audio and video media files.
 - “Delete original media files when done” to delete the original media files automatically (recommended). Choosing this option will trim off any unused media from your master clips and save hard drive space
5. Select a target drive from the target drive(s) list. To select additional target drives, ctrl+click the drive name. Make sure that you choose a target drive with enough storage space for all the consolidated media files and the ability to play back media (not an issue if you are deleting original media files and consolidating to the original file location - for example, consolidating from drive E to drive E).
6. After consolidating, you can optionally use Media Mover to move your media files out of the OMF1 MediaFiles folder for archiving. Make sure to back up your projects along with your media!