VHS Digitization

Converting VHS to digital is done in real time—a 3-hour recording takes 3 hours to convert.

Once you finish converting your VHS to a digital file, the file generated is VERY big, so it has to be compressed. This also takes some time (the bigger the file, the longer it takes to compress).

The finished, compressed file then needs to be copied to your flash drive, so you can take it with you.

Make sure you have given yourself enough time to convert your VHS, compress the file, and copy it to your flash drive. All work MUST be done by 4:45PM.

All files are deleted at the end of the day, and there is no way of retrieving them after deletion.

VHS Digitization

Step 1: Getting the equipment ready

What to do with the laptop

- Make sure the laptop is powered on.
- Plug the Thunderbolt 3 cable into the left side of the laptop.
- Start the **BlackMagic Media Express** software on the desktop.
- Make sure **Playback** is selected.
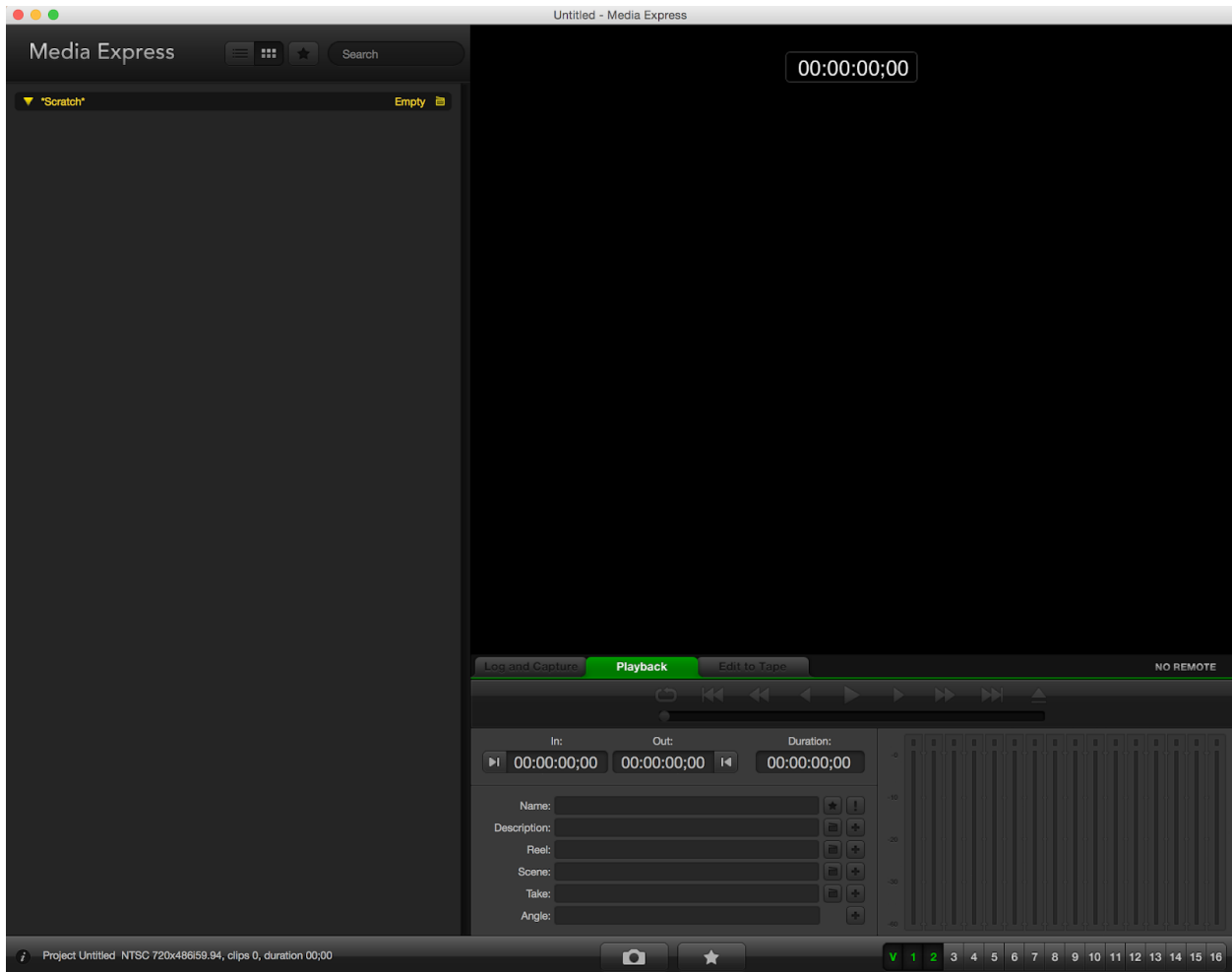
What to do with the VHS deck

- Make sure the VHS deck is powered on.
- Load your tape into the VHS deck. (If your tape is a VHS-C tape, then you must put the tape into the VHS-C adapter before loading it into the deck. Staff can assist you with this.)
- Press play and confirm that you can see it in **BlackMagic Media Express** on the laptop.

VHS Digitization

Step 2: Using BlackMagic Media Express

- **BlackMagic Media Express** will open to this screen where the **Playback** tab is selected in green.
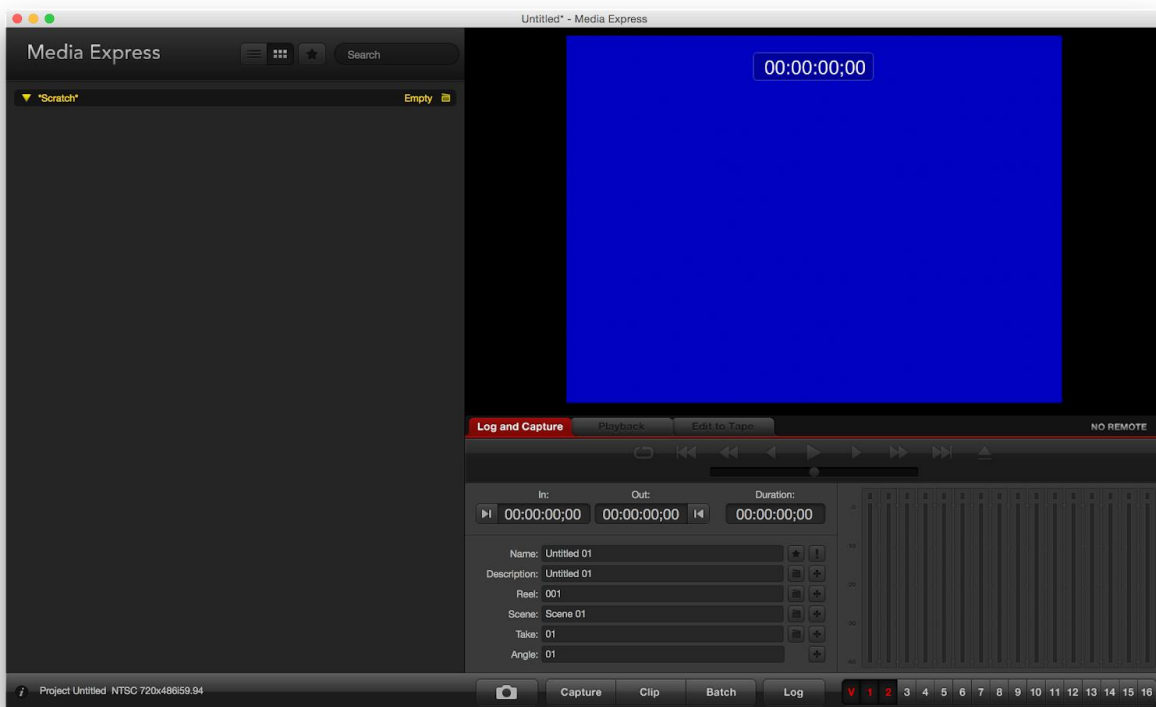
VHS Digitization

Step 3: Preview your video in BlackMagic Media Express

- Switch to **Log and Capture** tab. It is the tab on the left of **Playback**.
- When selected, the tab will appear red as shown in the screenshot below and either a blank screen or your image should pop up.
- Don't worry about naming your file at this point: You will be able to do so later.

VHS Digitization

Step 4: Capture your video

- Using the controls on the VCR, make sure you rewind your tape all the way to the beginning.
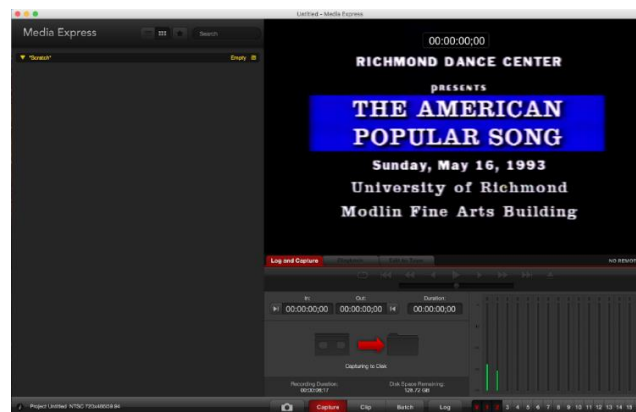

- When you want to start recording, press the **Capture** button at the bottom of the **BlackMagic Media Express** window first, then hit the **Play** button on the VHS deck.

- When you want to stop recording, press the **Capture** button again, then hit the **Stop** button on the VHS deck.

- Your movie will automatically save as a .MOV file. The file will be displayed on the left side of the window with the name "Untitled".
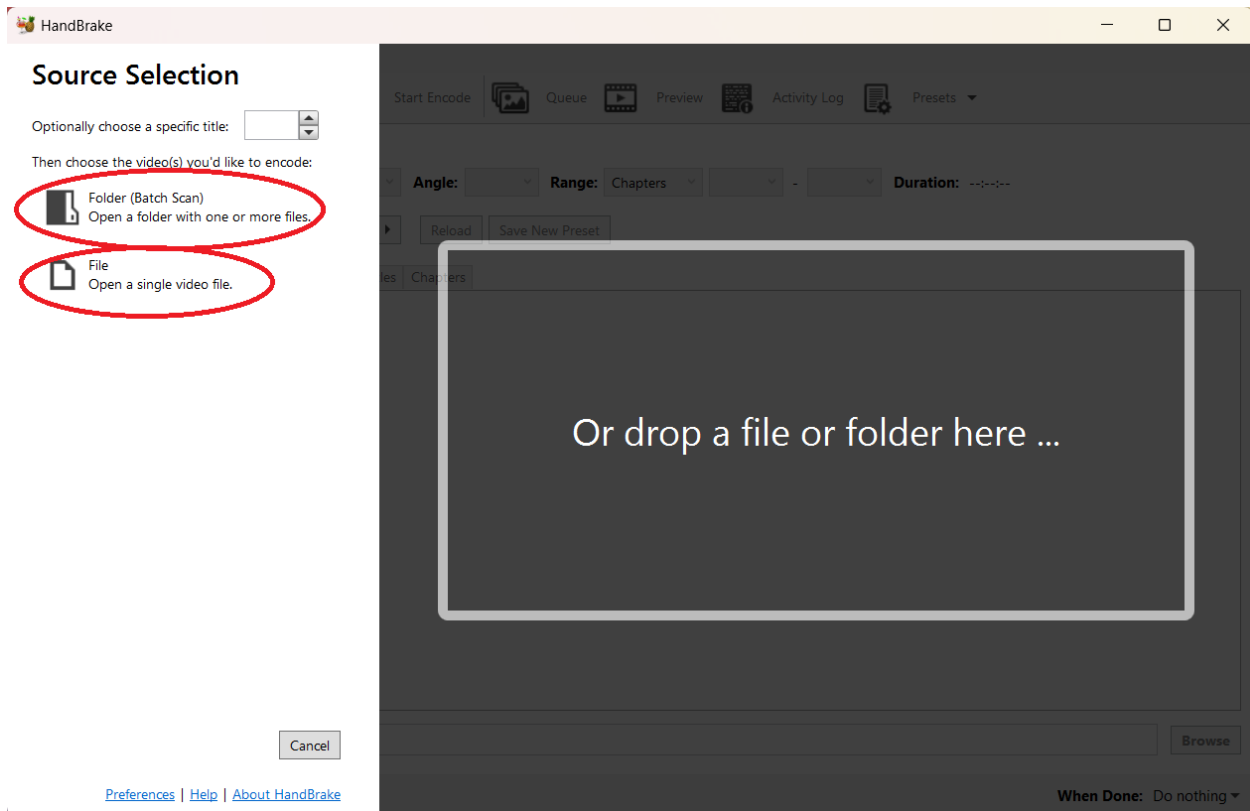

Note: The image is on the video screen. The green bars are your audio. If you cannot see the green bars then you are not capturing audio. Make sure the 1 and 2 on the bottom of the green bars are selected (or blacked out, as pictured), otherwise the audio will not be captured.

VHS Digitization

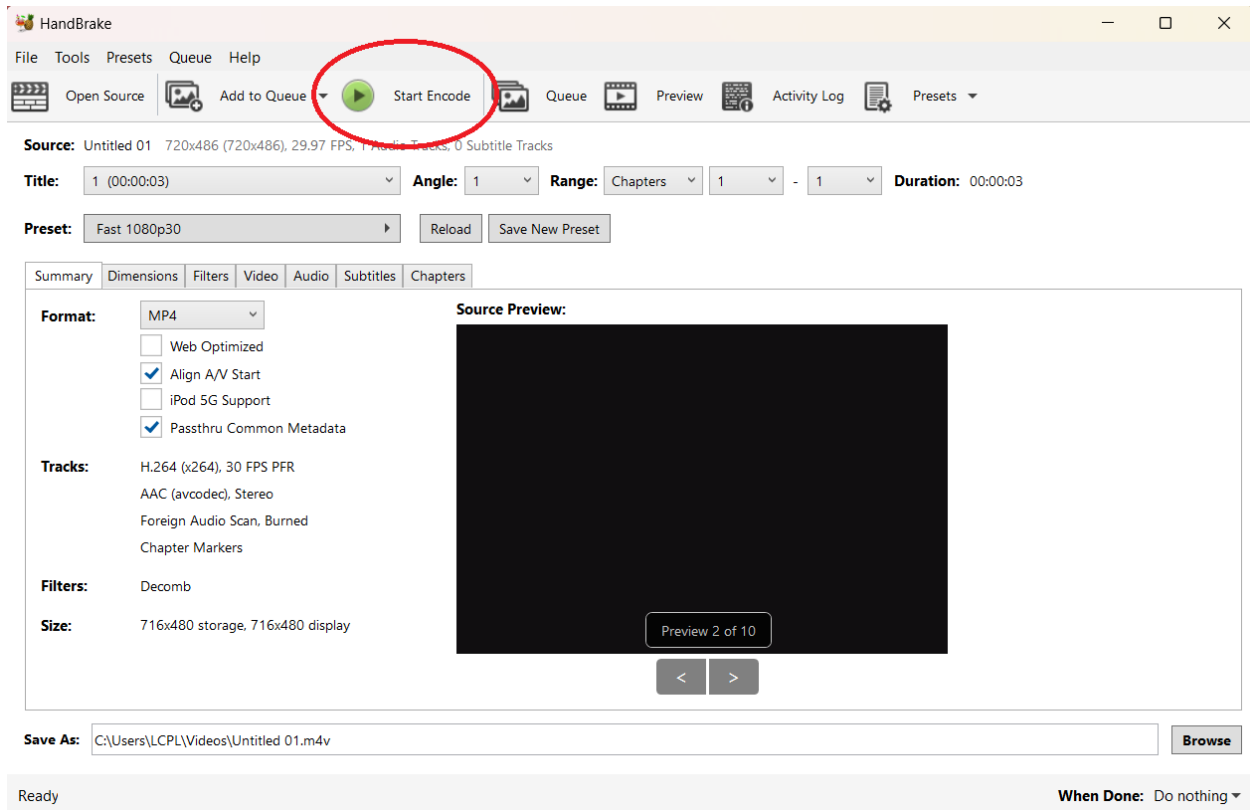## Step 5: Load your digitized file into Handbrake

- What you now have is a very large MOV file! You will need to compress it to create a more manageable MP4 file.
- Start the **HandBrake** software on the desktop.
- Using the **Source Selection** section, select the folder or file you want to compress.

VHS Digitization

Step 6: Convert your file to .MP4.

- Press the **Start** button to begin encoding. This might take a while depending on how long (and large) your file is.

- Once the progress bar at the bottom of the **Handbrake** software is full, the conversion is complete.
- The file is saved to the laptop in a folder on the desktop titled "Handbrake Videos".
- Copy this completed file to your flash drive.

When you are finished, **MAKE SURE** all the files you want to keep are backed up to your flash drive. All files are deleted at the end of the day, and there is no way to retrieve them once they're deleted.