

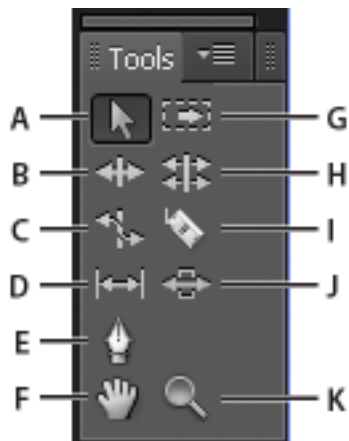


## Premiere Tools

When you select a tool, the pointer changes shape according to the selection. For example, when you select the Razor tool and position the pointer over a clip in a Timeline panel, the icon changes to a razor . However, the Selection tool icon  can change to reflect the task currently being performed. Sometimes, pressing a modifier key (such as Shift) as you use a tool changes its function, and its icon changes accordingly. Select tools from the Tools panel, or use a keyboard shortcut. You can resize the Tools panel and orient it vertically or horizontally.

**Note:** The Selection tool is the default tool. It's used for everything other than specialized functions. If the program isn't responding as you expect, make sure that the Selection tool is selected.



*Toolbox*

**A.** Selection tool **B.** Ripple Edit tool **C.** Rate Stretch tool **D.** Slip tool **E.** Pen tool **F.** Hand tool **G.** Track Select tool **H.** Rolling Edit tool **I.** Razor tool **J.** Slide tool **K.** Zoom tool

Select any tool to activate it for use in a Timeline panel by clicking it or pressing its keyboard shortcut. Let the cursor hover over a tool to see its name and keyboard shortcut.

### Selection Tool

The standard tool for selecting clips, menu items, and other objects in the user interface. It's generally a good practice to select the Selection Tool when you are done using any of the other, more specialized, tools.

### Track Selection Tool

Select this tool to select all the clips to the right of the cursor in a sequence. To select a clip and all clips to the right in its own track, click the clip. To select a clip and all clips to its right in all tracks, Shift-click the clip. Pressing Shift changes the Track Selection Tool into the Multi-track Selection Tool.

### Ripple Edit Tool

Select this tool to trim the In or Out point of a clip in a Timeline. The Ripple Edit Tool closes

gaps caused by the edit and preserves all edits to the left or right of the trimmed clip.

### **Rolling Edit Tool**

Select this tool to roll the edit point between two clips in a Timeline. The Rolling Edit Tool trims the In point of one and the Out point of the other, while leaving the combined duration of the two clips unchanged.

### **Rate Stretch Tool**

Select this tool to shorten a clip in a Timeline by speeding up its playback, or to lengthen it by slowing it down. The Rate Stretch Tool changes speed and duration, but leaves the In and Out points of the clip unchanged.

### **Razor Tool**

Select this tool to make one or more incisions in clips in a Timeline. Click a point in a clip to split it at that precise location. To split clips in all tracks at that location, Shift-click the spot in any of the clips.

### **Slip Tool**

Select this tool to simultaneously change the In and Out points of a clip in a Timeline, while keeping the time span between them constant. For example, if you have trimmed a 10-second clip to 5 seconds in a Timeline, you can use the Slip Tool to determine which 5 seconds of the clip appear in the Timeline

### **Slide Tool**

Select this tool to move a clip to the left or right in a Timeline while simultaneously trimming the two clips that surround it. The combined duration of the three clips, and the location of the group in the Timeline, remain unchanged.

### **Pen Tool**

Select this tool to set or select keyframes, or to adjust connector lines in a Timeline. Drag a connector line vertically to adjust it. Ctrl-click (Windows) or Command-click (Mac OS) on a connector line to set a keyframe. Shift-click noncontiguous keyframes to select them. Drag a marquee over contiguous keyframes to select them.

### **Hand Tool**

Select this tool to move the viewing area of a Timeline to the right or left. Drag left or right anywhere in the viewing area.

### **Zoom Tool**

Select this tool to zoom in or out in a Timeline viewing area. Click in the viewing area to zoom in by one increment. Alt-click (Windows) or Option-click (Mac OS) to zoom out by one increment.