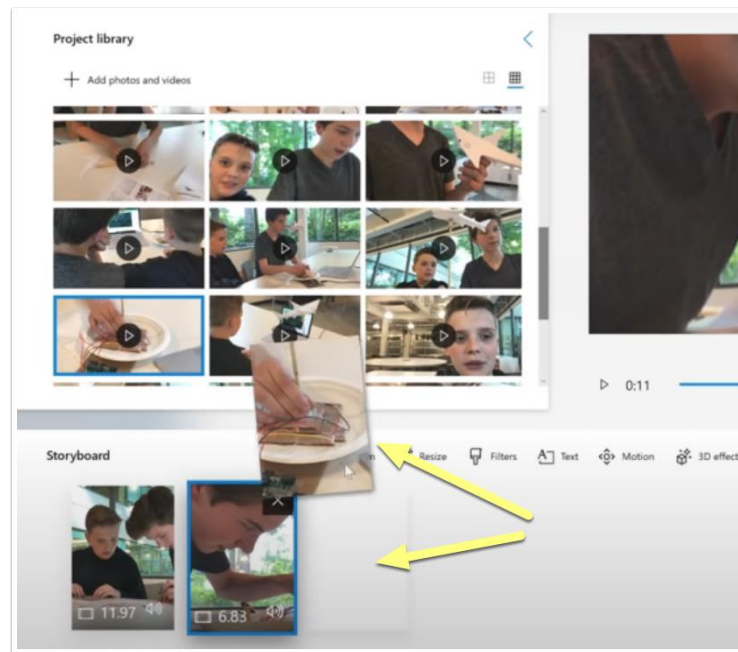
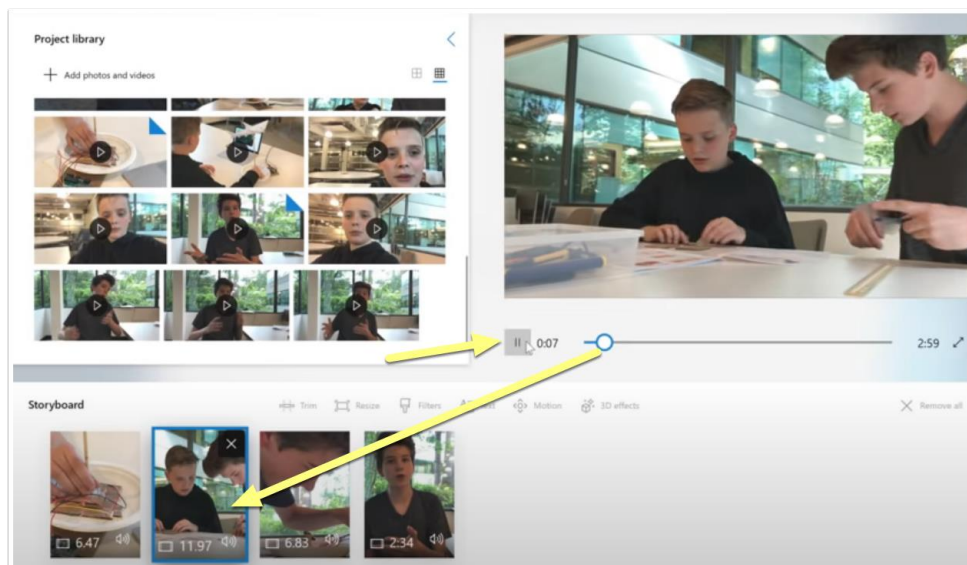


# Sequence and Trim a Video with Microsoft Photos App

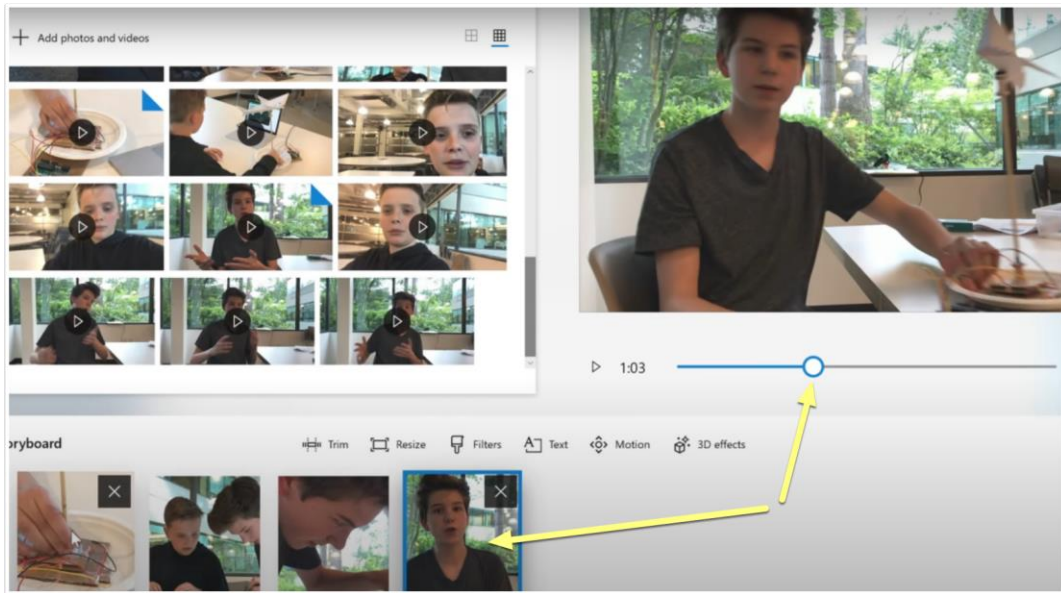
1. Begin by dragging photos or videos from your Project library down to the Storyboard. Each photo or video will show up as a card that can be rearranged on the Storyboard to change the sequence of the story you're telling.



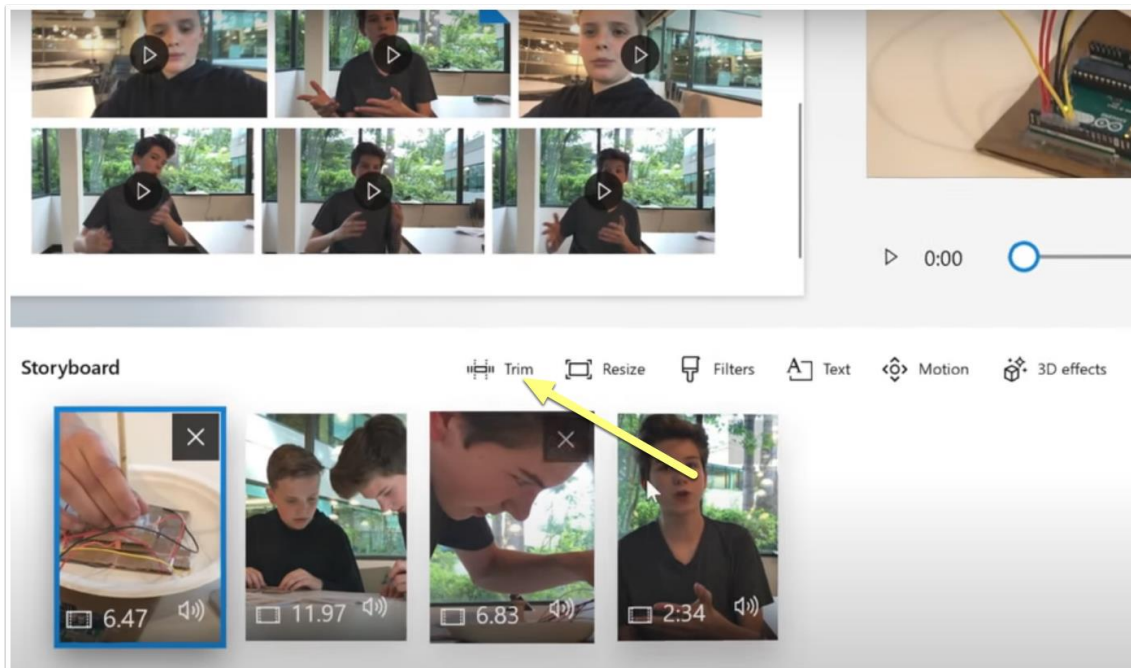
2. To preview what you've got so far, click or tap on the play button. You'll notice that as your video plays, the card for the clip that's currently playing is highlighted on the Storyboard below.



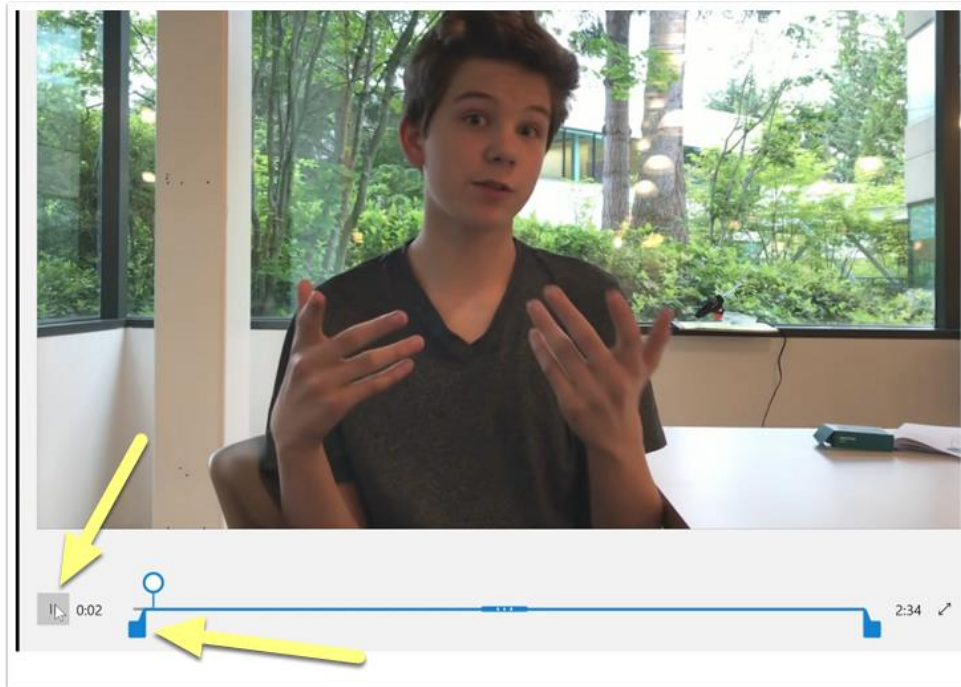
3. To jump around your video, you can use the scrubber here, or you can just select a card to go directly to that part of your video.



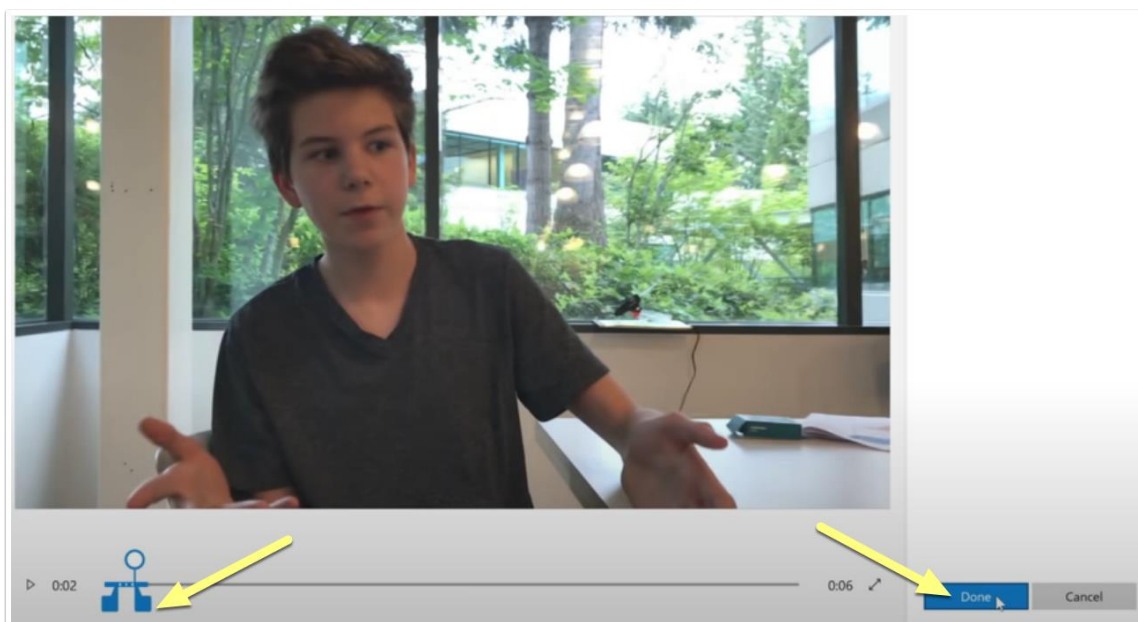
4. Say you have a clip that's too long that you'd like to shorten. Select the card, and click or tap "Trim." This takes you to a page where you can choose which parts of the clip you want to use.



5. Grab the left handle, and drag it to find the spot where you want the clip to start. Once you think you're close, use the play button to double check



6. Now, if you also want to cut the clip short before it ends, you can do that by using the right trim handle. Use play one more time to check. Select "Done." And remember, you can always adjust the trimmed portion later if you change your mind.



8. If you're using photos in your video project, you can change how long a photo appears in your video. First, select the card, and then select "Duration," or simply select the duration number shown on the card itself. From here you can quickly choose a preset duration, or enter a custom time.

