



Protools v5.1 Basics



Introduction

This guide is a “the least you need to know” guide for using Digidesign Protools v5.1 in a Broadcast Environment. If you want a more detailed guide then have a look on our web site for more information on our fully interactive Protools guide including demo sessions for you to ‘work’ through in conjunction with our guide.

Recording

Double Click ProTools icon to run **ProTools**.

Check that you have enough disk space available select the **Windows, Disc Space**.

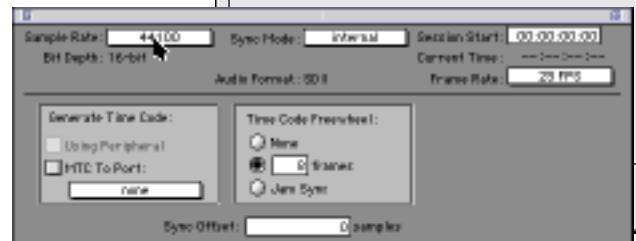
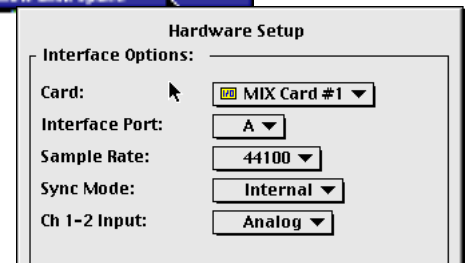


Check **Setups - Hardware**

If you are recording in Analogue (from the desk), Sync Mode should be Internal, Sample Rate 44.1Khz.

If you are recording Digitally (directly from the DAT, Mini Disk, etc) Sync Mode should be Digital, Sample Rate set to the same as your DAT or 44.1Khz if Mini Disk.

You can also do this from the Session Setup Window in the Display Menu.



Create a new Session

Select menu: **File - New Session** (shortcut is ⌘ or Command/N).

Select **Desktop** - from this Pull Down List The select your external audio drive and finally the correct location in that drive from this box.

Click for cursor in **Name** and name your session.

Important Make sure that you can the Bit Depth to 16 bit.

Check the I/O Settings is Simple HQ i/o or if this available then choose Stereo Mix.

Set the Sample Rate to 44.1K

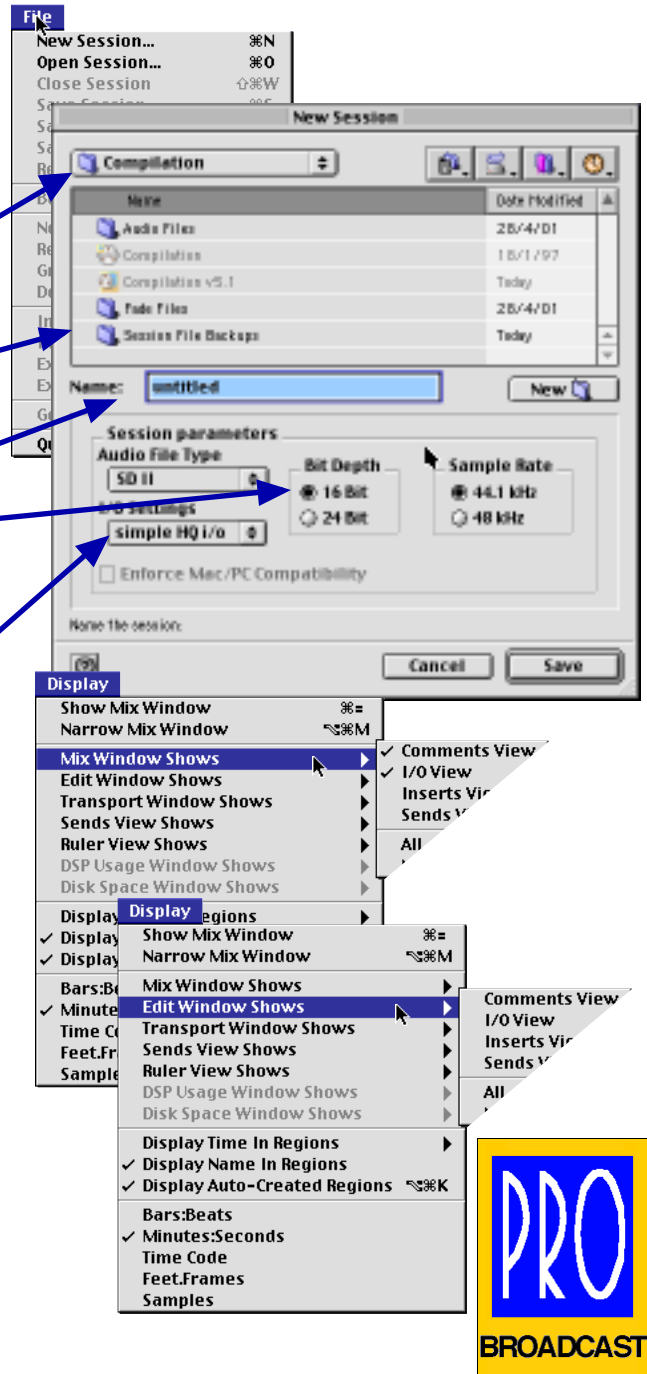
Click **Save** or (⌘/S).

Display Settings

Check that your display settings are correct. Select the **Display Menu**, and the **Mix Window** settings should look like this:-

and then

Select the **Display Menu** again, and the **Edit Window** should look like this:-



Naming Tracks

Select the **File** menu - **New Tracks** (select the track type Mono or Stereo and then the number of tracks.

It's a good idea to name these tracks.

Double click on the track name (at present **Audio 1**) and name it **Stereo 1**.

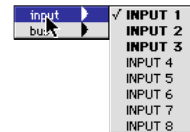
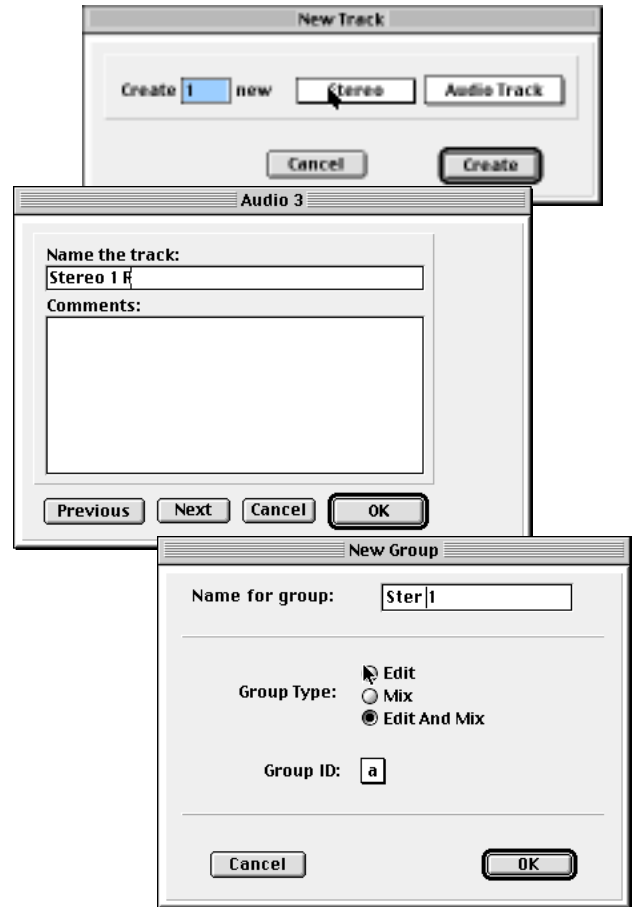
Note

Now Protools handles Stereo tracks it will unlikely you will need to group tracks. However if you do then Shift/click to select multiple track names and then click **⌘/G**, replace the highlighted **Group 1** with your group name and click **OK**.

Enable the track record (**Rec**) buttons.

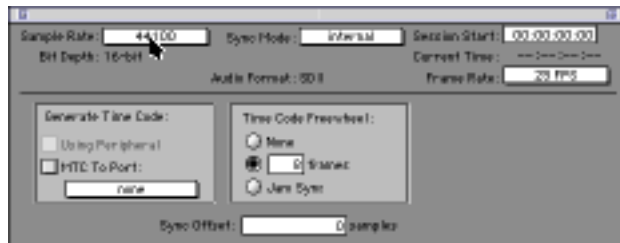
Settings the Input

Check you have an **Input** signal on bar-graph meters by playing some of your Audio. If there is no signal, have you set the **Inputs** correctly?



Or - Are you in **Digital** when you should be in **Analogue**? - Or vice versa.

On the Digi 001 the spdif digital inputs can be selected seperately on the Input Select on the channel The Sync Mode is set independently from **Setups - Hardware** or **Session Setup Window**.



For recording in Analogue (from the desk), Sync Mode should be Internal, Sample Rate 44.1Khz.

For recording Digitally (directly from the DAT, Mini Disk, etc) Sync Mode should be Digital, Sample Rate set to the same as your DAT or 44.1Khz if Mini Disk.

Note The Sync Mode does not change automatically when you select Spdif on the Input Select dropdown menu.

Click **Rec** on transport window (the circle) so that it goes red and press **Spacebar** to start recording.



Alternatively you can press **⌘/Spacebar** and start recording in one action.

After a few seconds, you should see the waveform being drawn as it records.

If you don't, are you sure you have an Input? If you have an input but the waveform is not drawn as it records then check whether **Quick Punch** is selected in the **Operations Menu**.



If you are not happy about the recording by pressing **⌘/.** (period)



Rename that Region

Do this now! It will help you later to keep track of all the different files in the session.

With the **Grabber**, double click anywhere in the **Region** and give it a name pertinent to that particular piece of Audio.



If Stereo, Protools will automatically add the “.L & .R” to the name.

Press **⌘/S** to **Save**.

Press **Return** to take the cursor back to the start. Press **Spacebar** to play it back.

If you don't hear anything, try de-selecting the **Rec** buttons on the track.

Notes on Recording

Use 44.1K as your session sample rate. It uses less disk space and the computer runs a little faster (not alot).

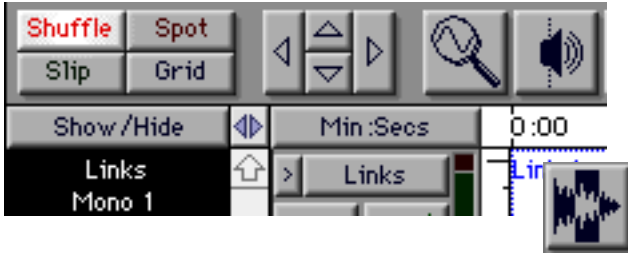
If your session is going to end up on CD then you must work at 44.1K.

Only use 48K if you are constrained by transferring digitally from 48K material and you are **NOT** going to end up on CD.

Keep a check on how full your hard drive by selecting the **Windows, Disc Space**. Don't overfill it! Leave at least 60 track minutes.



EDITING



Select **Shuffle**.

Use the **Selector Tool** and click/hold/drag across the audio to highlight the area you wish to remove.

Holding down **Control + Shift** and then clicking and dragging the mouse will ‘**Scrub**’ the area as well.

Press **Backspace Delete** to delete the audio you have highlighted.

Edit points can also be made by:-

Having found the **In** point, press 1 on the number pad and then press ENTER twice.

Then having found the **Out** point, 2 & ENTER twice.

To highlight the zone between the points press 2 then “.”(period), hold down SHIFT and press 1 then “.”

Pressing **Backspace Delete** deletes the highlighted selection.

Note. These shortcuts only work if “Classic” is set in the Numeric Keypad Mode in the Operations section of Preferences. If “Transport” is set then you need to add a “.” (period) before the combination.

TO MAKE A REGION that has Boundaries

Highlight the audio (as in **Editing**)

Press ⌘/E to separate the Region.



TO MOVE AUDIO THAT IS ACROSS MORE THAN ONE TRACK (or Grouped Tracks)

THIS IS BEST DONE IN SLIP!!!!!!! Or you risk loosing the vertical alignment!

To Select a Region across all Tracks



1. Choose the **Grabber** Tool.
2. Hold **OPTION+SHIFT** keys (left hand) whilst Clicking once on the leading Region.

To Extend that selection to the end



1. Still holding the **OPTION+SHIFT** keys with left hand, hit **RETURN** with the right hand.
2. Now using the **Grabber**, you can move that selection by putting the **Grabber** over any Region within that selection and **Click/Hold/Drag**.

Note. In Protools 5.1 they have finally fixed the problem they introduced in v4.0. Prior to v4.0 when you moved a multitrack selection so it overlapped another region it would not effect the overlapping region. From v4.0 to v5.01 the overlapping region would get edited or clipped. Now in v5.1 the overlapped region is no longer effected.



TAB & RETURN KEY SHORTCUT COMBINATIONS

- **RETURN KEY**
Moves Cursor to Beginning
- **OPTION/RETURN KEYS**
Moves Cursor to the end
- **TAB KEY**
Moves Cursor One Boundary to the right
- **OPTION/TAB KEYS**
Moves Cursor One Boundary to the left
- **SHIFT KEY**
Holding this Key, in combination with the others above, Highlights where the Cursor moves.



Protocols Edit & Mix Windows (v5.1)

The image displays the Protocols Edit & Mix Windows (v5.1) software interface. The main window shows a multi-track editing environment. At the top, there is a timeline with markers for Start (0:33.250), End (0:43.250), and Length (0:00.000). The main area contains several tracks, with two tracks labeled 'Trail 2-02 L' and 'Trail 2-01 L' showing audio waveforms. A context menu is open over the waveforms, listing options like 'Find...', 'Display All', 'Sort by', 'Import Audio...', 'Select', 'Select All', 'Clear Selected...', 'Compare Selected...', 'Rename Selected...', 'Auto Rename Selected...', 'Time Stamp Selected...', 'Export Region Definitions...', 'Export Selected as File...', and 'Recalculate Waveform Overview'. A 'Show File Names' menu is also visible, listing various audio files such as '0-0'lock_jingle (Stereo)', '0-0'lock_jingle-01 (Stereo)', 'Air crash', 'Air crash 2', 'Allen-04-02', 'Allen-05-00', 'Allen-05-02', 'audio end1_macho (Stereo)', 'audio end1_macho-01 (Stereo)', 'audio end1_macho-02 (Stereo)', 'Arch High Press Charles', 'Big Ben and Gpm headlines-01', 'Big Ben and Gpm headlines-02', 'end_macho', 'Scream Bomb 1', 'Israel Bomb 1-01', 'Jackpot clip (Stereo)', 'Jackpot clip-01 (Stereo)', and 'Lisako 2.30 (Stereo)'. A detailed view of a track's mixer controls is shown in a separate window on the left, featuring faders, pan knobs, and solo/mute buttons. A blue arrow points from the track list in the main window to this detailed mixer view.

