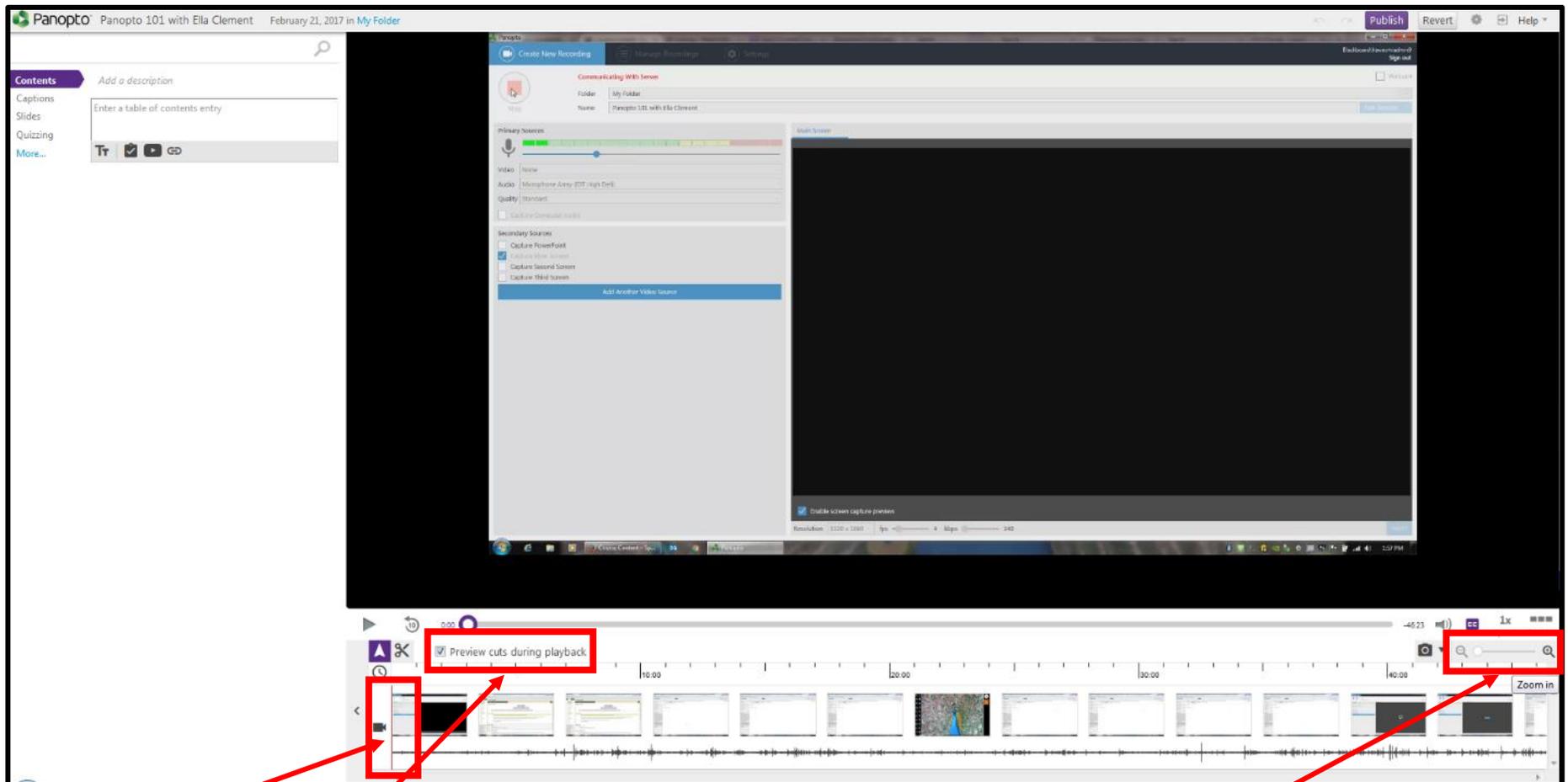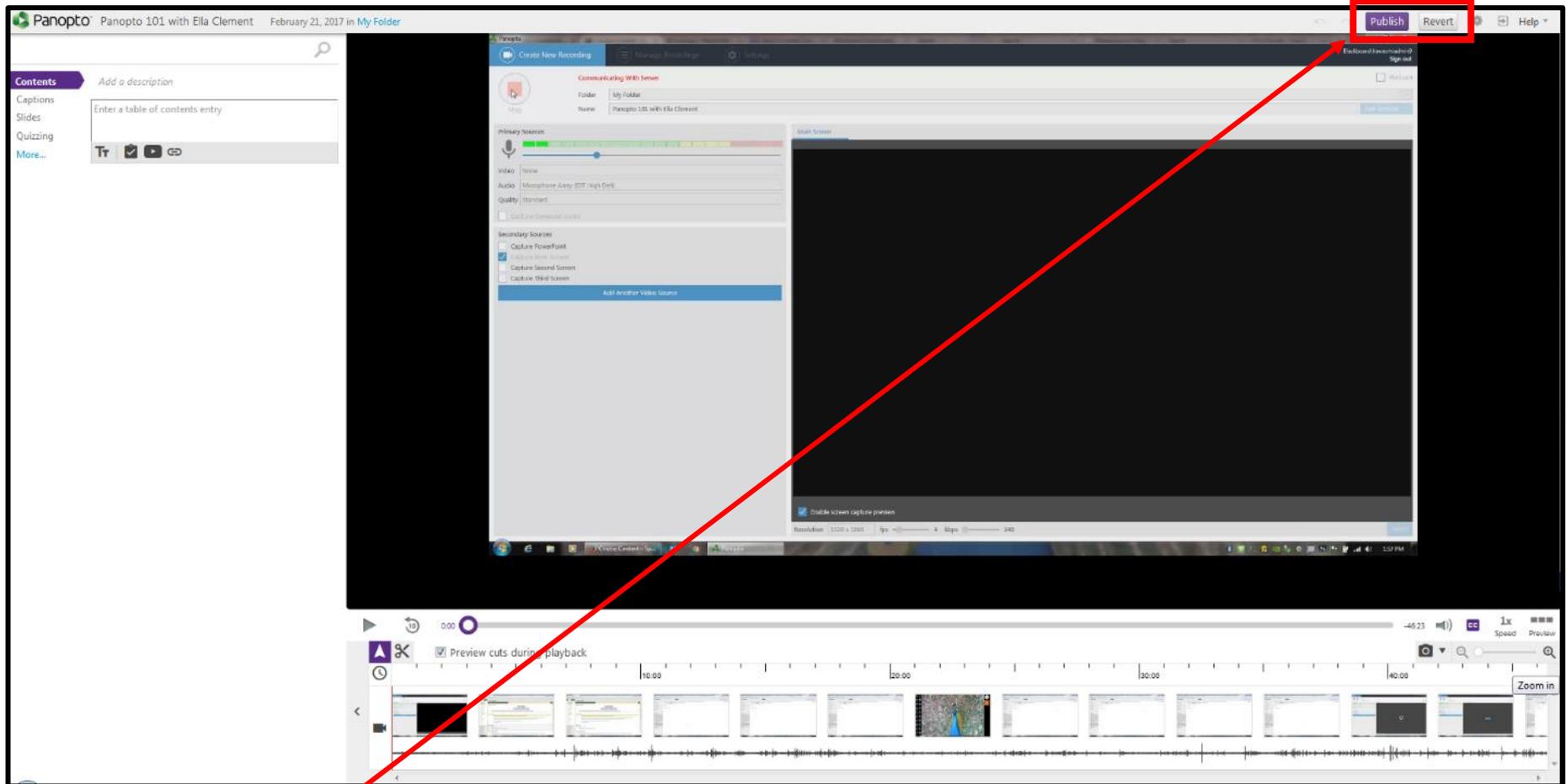# Editing in Panopto

When you enter the edit mode, there are several things to look at:
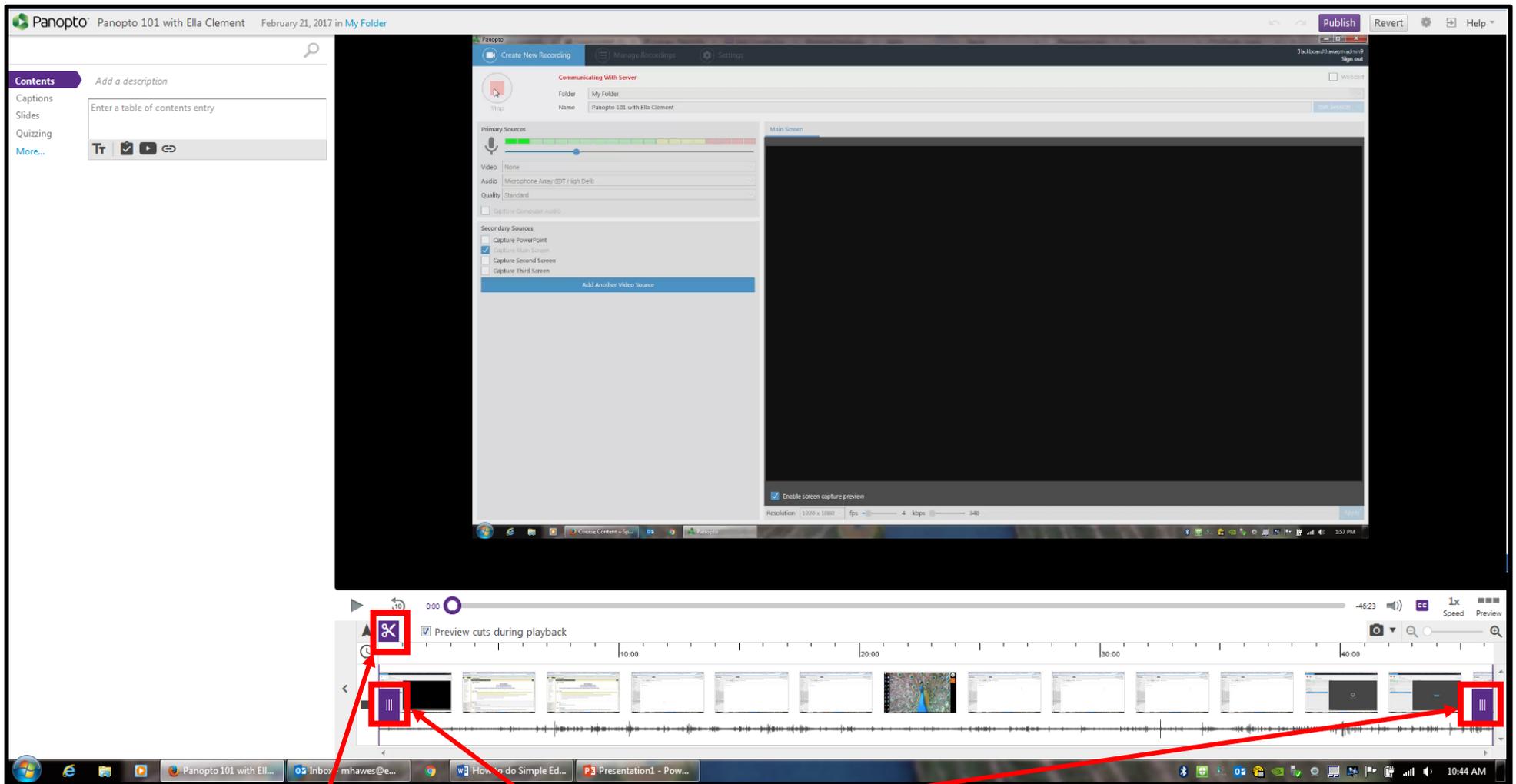

- This **red line** indicates where you are within the video and is important when want to cut in the middle of the video.
- Make sure this **box** is checked so your playback incorporates any editing you've done.
- This **toggle** allows you to zoom your timeline in and makes it easier to edit more precisely.
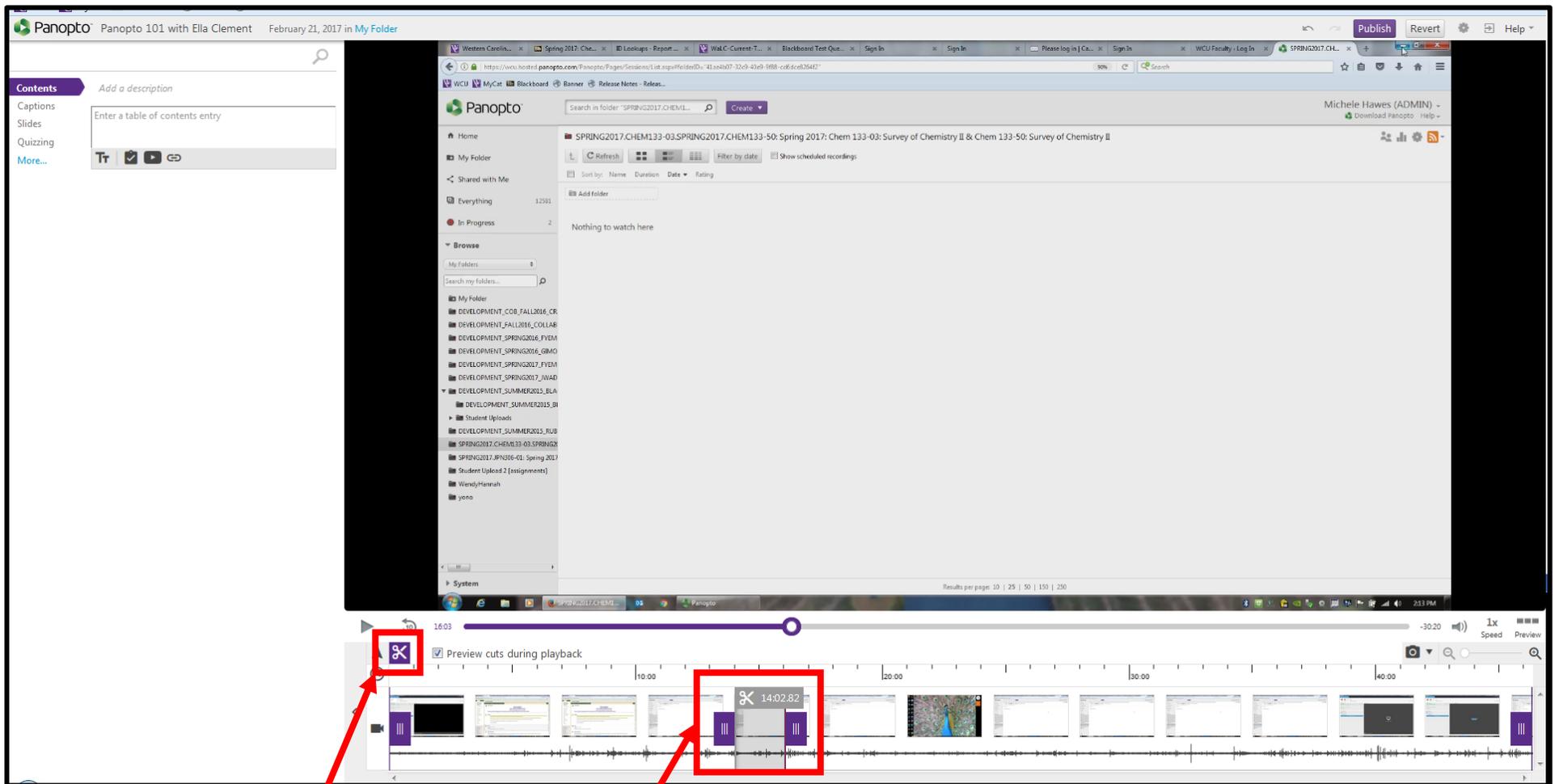
Here are a few more items to look at:

- The **PUBLISH** button finalizes your edits and re-processes the video. Once you hit this button – there's no going back!
- The **REVERT** button allows you to undo any editing and start over.

To snip either the beginning or the end of a video you will need to:
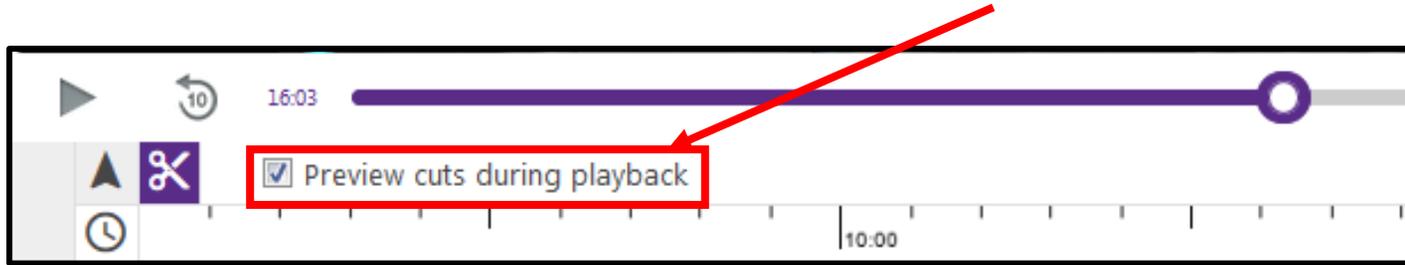

- Click on the **Scissor** tool.
  - Once you do, you will see **two purple tabs** appear at the beginning and the end of the video.
    - When you **click and drag** these tabs, you will see that the video is being highlighted. This is the part of the video that will be cut.

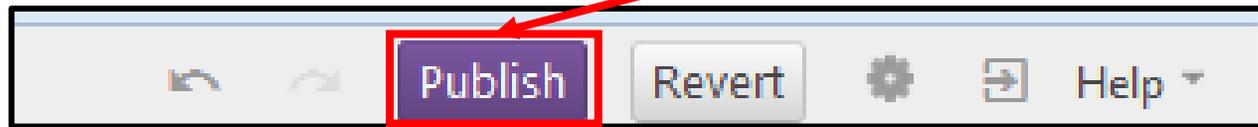**To cut in the middle of the video you will need to:**

- Have the **scissors** on and then you will **click and hold your left mouse button** at the beginning of where you want to cut the video and, while continuing to hold your left mouse button, **carefully slide to the right** until you reach the end of where you want to cut the video.
    - Now you will see that the area between the purple tabs is **highlighted**. This is the section that **will be cut**.

- To play your video with the section cuts, make sure the **"Preview cuts during playback" box is checked**.

When you feel you have made all the edits and your video is the way you want it, **click the PUBLISH button** at the top. Remember – once you click Publish, you **can no longer Revert** the changes you've made.

Once the video finishes processing, it will be ready for viewing.