



MODULE 3:

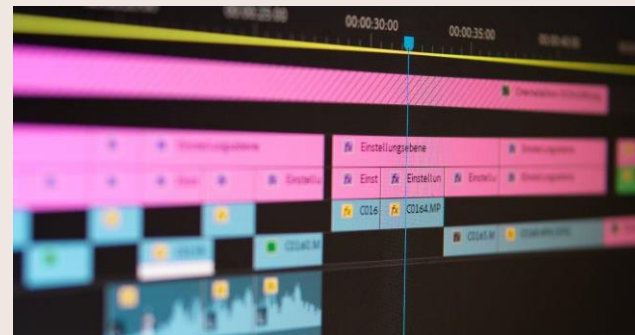
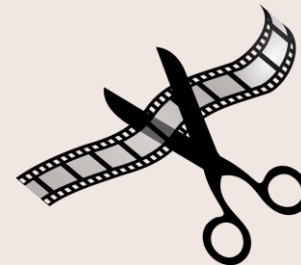
Digital Communication, Content Sharing and Responsible Practices. How to share the digital content through digital platforms?

CONTENT 9: How To Edit Digital Contents



Why we edit contents?

Ability to create and edit high-quality digital content is crucial for both personal and professional purposes. For a video, an image, an engaging text, or a clear audio recording, digital editing can significantly enhance the content's impact and reach.



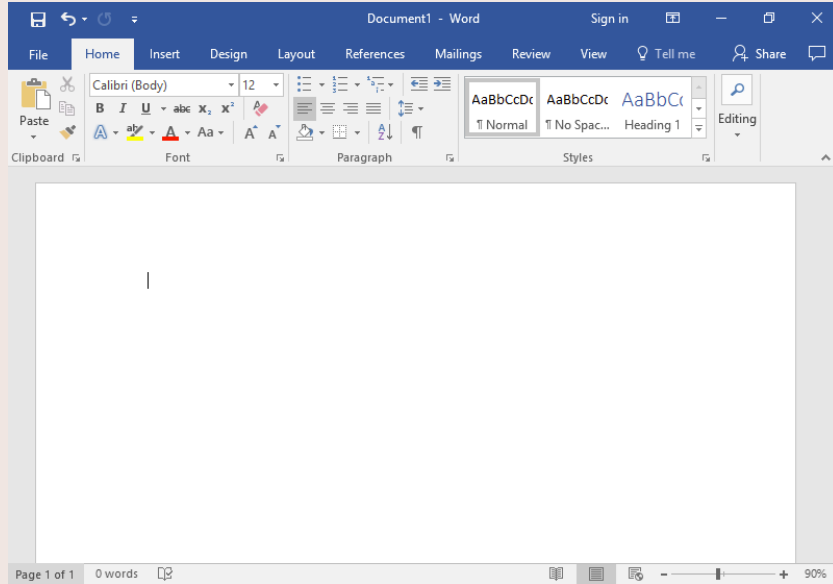
How to edit text files?

- Choose readable fonts and appropriate sizes.
- Use bold, italics, and colors for emphasis.

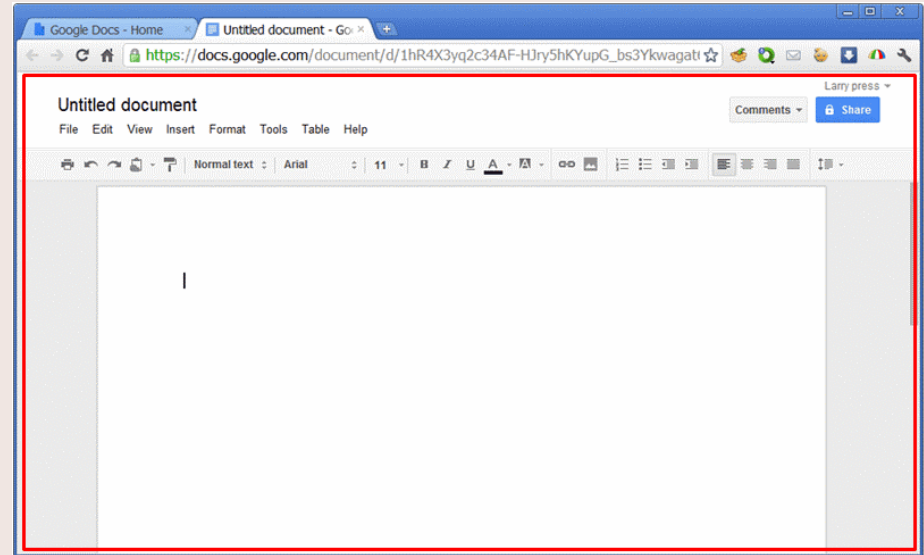
Tools

- Microsoft Word: Advanced formatting and editing.
- Google Docs: Real-time collaboration.

How to edit text files?



Microsoft Word



Google Docs

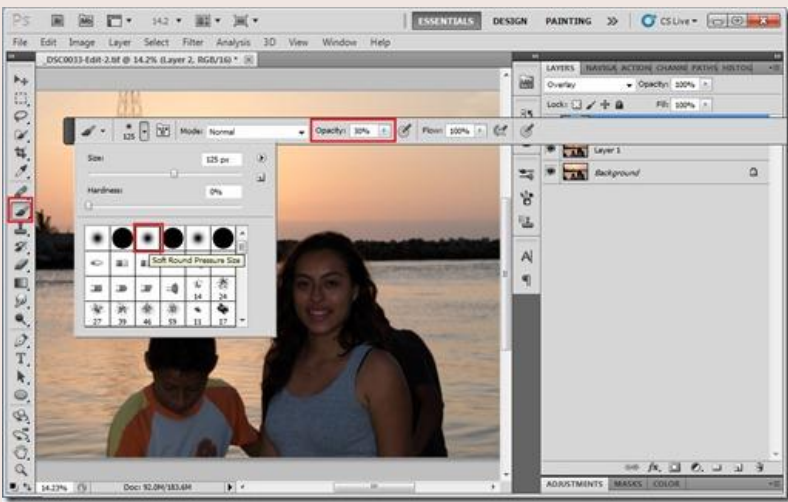
How to edit image files?

- Always work on a copy to preserve the original.
- Use high-resolution images to ensure better editing quality.

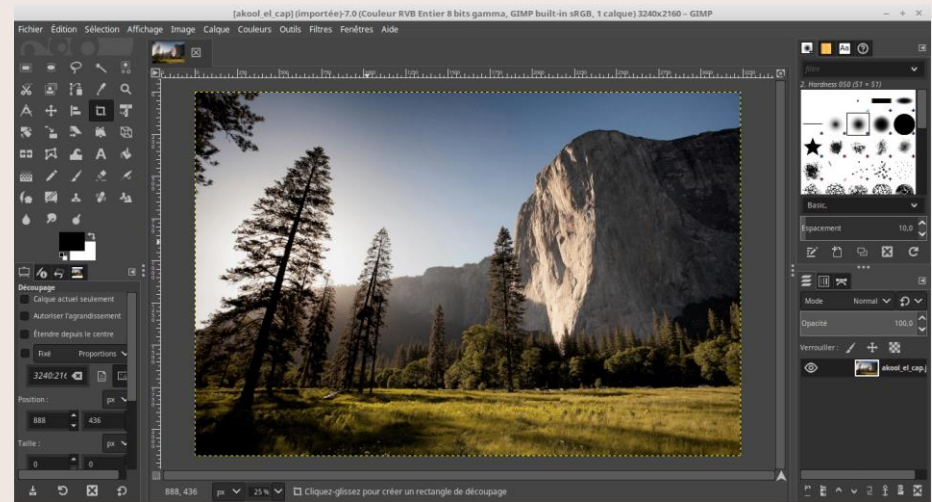
Tools

- Adobe Photoshop: Comprehensive editing features.
- GIMP: Free and open-source editor.
- Canva: User-friendly design tool.

How to edit image files?



Adobe Photoshop



GIMP

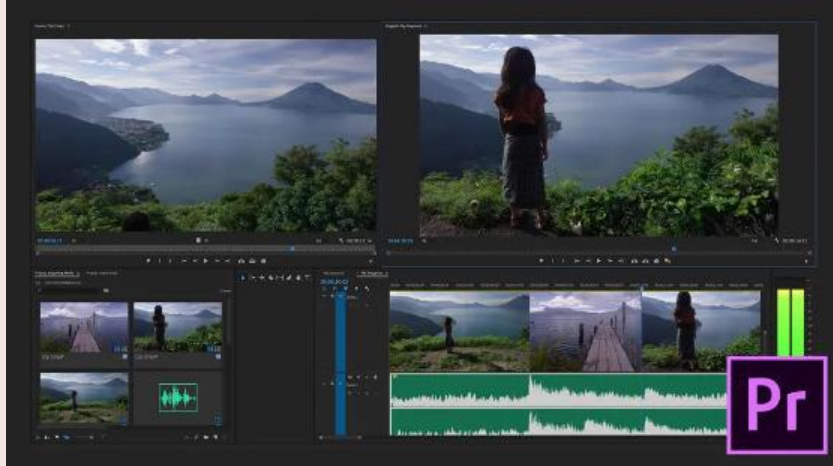
How to edit video files?

- Plan your video structure before editing.
- Keep original files safe.
- Experiment with different effects and transitions.

Tools

- Adobe Premiere Pro: Industry-standard for professional editing.
- DaVinci Resolve: Comprehensive editing and color grading.
- Canva: Free, online video editor that supports drag-and-drop.

How to edit video files?



Adobe Premiere Pro



DaVinci Resolve

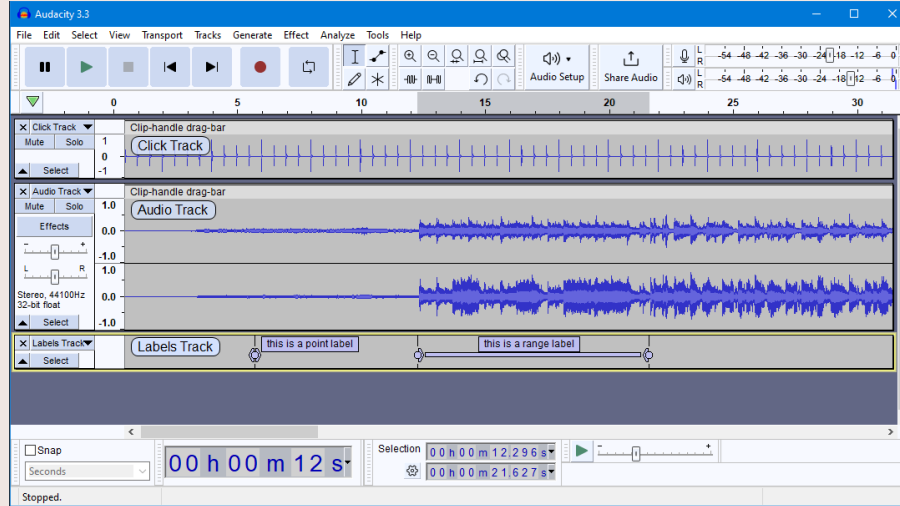
How to edit audio files?

- Use headphones or speakers to ensure accurate editing by hearing details.

Tools

- Audacity: Open-source audio editor with robust features.
- Ocenaudio: User-friendly and fast audio editing.
- GarageBand: Free on Mac with a wide range of editing tools.

How to edit audio files?



Audacity

Useful links

- [Microsoft Word for Beginners](#)
- [Adobe Photoshop for Beginners](#)
- [How to use Audacity for simple editing](#)
- [How to use Canva for video editing](#)



Quiz

Question:

You are tasked with creating a promotional video for a new product launch. The video needs to include high-quality visuals, engaging text, and clear audio. Which combination of tools would best support you in editing the video, images, and audio to create a polished final product?

- a) Microsoft Word, Adobe Photoshop, Audacity
- b) Google Docs, Canva, Ocenaudio
- c) Adobe Premiere Pro, GIMP, GarageBand
- d) Adobe Premiere Pro, Adobe Photoshop, Audacity



References

- <https://support.audacityteam.org/>
- <https://www.adobe.com/>
- <https://www.gimp.org/>

