2.4 ADDING MEDIA TO TIMELINE

After importing and organizing all your selected media, you can begin adding them to your timeline in the order you want them to appear. There are several ways to add media to your Timeline.

1. **Drag and Drop**

   The first way of adding media to your timeline is by dragging and dropping your media. To keep clips touching in your timeline without overlapping, make sure the Snapping icon is turned on. You can find that icon in the upper right corner of your Timeline, or use the keyboard shortcut N. Turn off the Snapping icon if you intend to overlap or leave gaps between clips.

2. **Insert Buttons**

   The other method of adding media to your timeline is by using the Insert buttons found in the Toolbar. These tools are useful for many reasons.

   After selecting your clip, click on the first icon to insert the clip at the beginning of your Timeline. Click on the second icon to insert the clip wherever your playhead is. This allows for more precision. Click on the last icon to insert the clip at the end of the Timeline.

   To insert only video or only audio, click on the arrow next to the icons to view the drop-down menu. Select between adding All, Video Only, or Audio Only.

   Add multiple clips at once by selecting multiple clips and either dragging them to your Timeline, or by using the Insert tools. They will be placed in one line in order of how they appear in your Library browser.