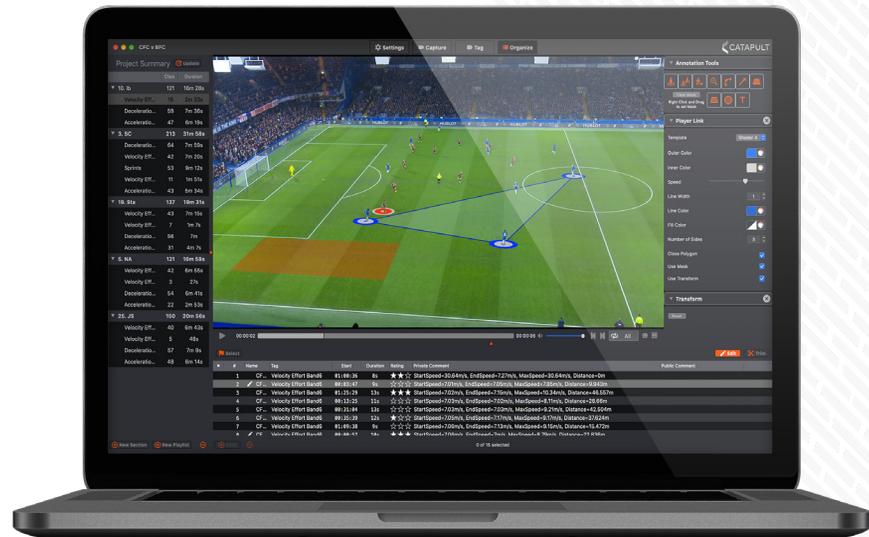




# QUICK START GUIDE



## 1. SETTING UP VISION

### How to install the Vision software

1. Navigate to your registration email that contains the Vision software download link.
2. Click the "**Vision Build**" link to run the download.
3. Launch the Vision App by double clicking the Vision icon from your Applications Folder or your Dock.
4. To Launch the Home Screen click on the Window menu and select Home Screen (**Command, O**)

### How to create a new Project

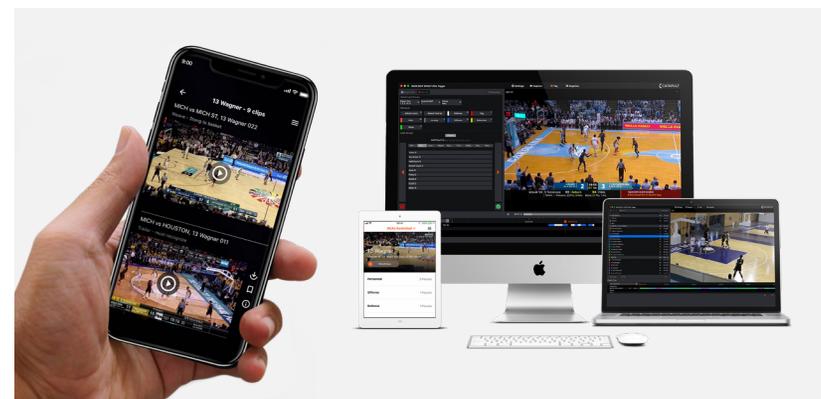
1. From the Vision menu bar select File. Click New (**Command, N**). Alternatively, From the Home Screen window click on the **+ New Project** button.
2. Name and save your project to an appropriate location.

## 2. SETTINGS

### How to add video

1. **Settings Tab > Video Tab** Click the (+) button in the bottom left hand corner under the Video box.
2. From the pop up file explorer menu, locate and click to highlight the video files you want to import.
3. To import multiple video files, **press command and select multiple video files to highlight them**. Once the video files are selected, the user has the option to import the selected videos as one video or separate videos.

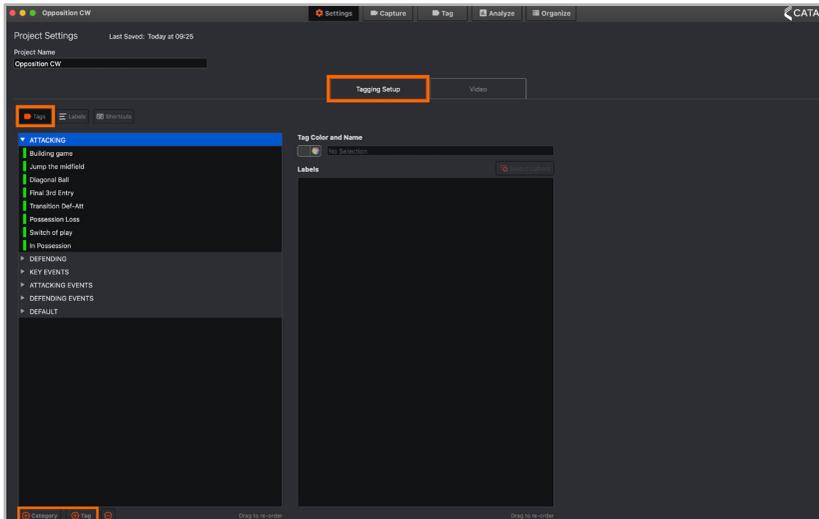
See [here](#) for more detail around adding video



## HOW TO CREATE TAGS AND CATEGORIES

1. To add a new Category, click the '+ **Category**' button in the bottom left corner of the Tag Collection box. A newly created tag category will be prompted to be renamed
2. To add a new Tag to a specific Category, select the listed Category and then click the '+**Tag**' button in the bottom left corner. A newly created tag will be prompted to be renamed.

See [here](#) for more detail around adding Labels to Tags

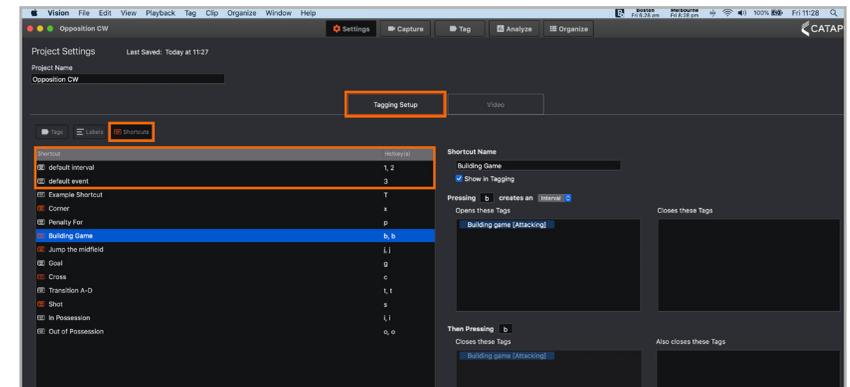


For further information please click [here](#)

## KEYBOARD SHORTCUTS

1. In the 'Tagging Setup' tab navigate to the '**Shortcuts**' menu
2. By default users will have the following shortcuts available to them:
  - a. **Default Interval: Press 1** to open a clip, let video play for required duration, then press 2 to close the clip
  - b. **Default Event: Press 3** to create a 10 second clip (5 seconds pre-roll & 5 seconds post-roll)

See [here](#) for more detail around creating keyboard shortcuts



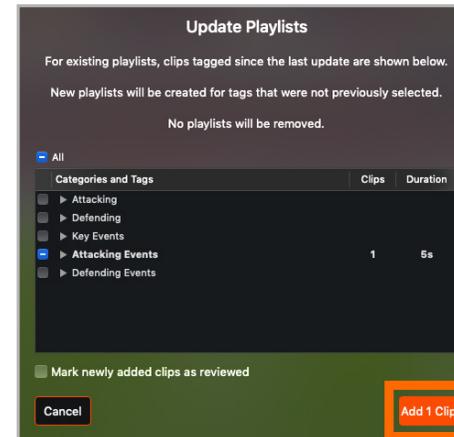
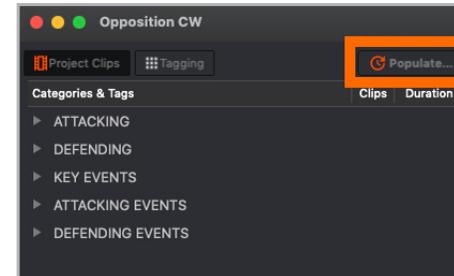


### 3. TAG

#### How to Tag from a pre-recorded video

1. Navigate to the **Tag** Tab to begin tagging your video.
2. As you scroll through or play the video, press either of the default shortcuts (**Default Interval; Key 1 to open a clip, Key 2 to close a clip. Default Event; Key 3 to create a 10 second clip, 5 seconds pre-roll and 5 seconds post-roll**). A Dialogue box will appear once the hot key has been pressed. In the **'Tags'** box type in any existing Tag for a preset Tag to be added or type in a new Tag and hit enter to automatically generate this Tag under a New Tag Category.
3. Once you have finished tagging press the **'Populate'** Button in the top left hand corner, this will open a menu from which you can choose which tags to update in the **'Organize'** section.
4. Press **'Add X Clip(s)'** when you have made your selection.

See [here](#) for more detail around how to tag video



## 4. ORGANISE

### How to add a New Section and Playlist

1. Click on the '+Section' button at the bottom of the Project Summary box, a newly created section will prompt you to be renamed. Repeat with '+Playlist'.

### How to add clips to Playlist

1. Click on the Tag from the Project Summary Box to bring up a playlist of clips that this selected Tag has been applied to. The playlist will populate under the Video Window.
2. Click on the clips you wish to include in your playlist, holding Command to select multiple, once selected, you are then able to click, drag and drop into your new playlist on the left hand side under the Project Summary.

See [here](#) for more detail around adding clips to playlists

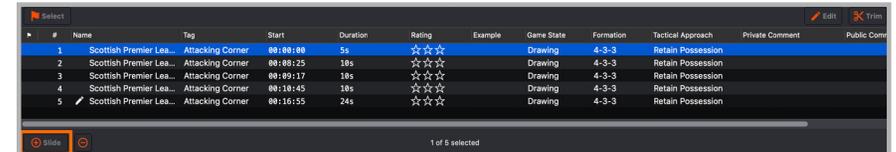
The screenshot displays the Catapult Vision software interface. On the left, the 'Project Summary' panel shows a list of sections and events. The main video window shows a live football match. Below the video, a table lists clips associated with a selected tag.

#	Name	Tag	Start	Duration	Rating	Example	Game State	Formation	Tactical Approach	Private Comment	Public Comment
1	Slide				☆☆☆☆		Drawing	4-3-3	Retain Possession		
2	Scottish Premier Lea...	Attacking Corner	00:01:00	5s	☆☆☆☆		Drawing	4-3-3	Retain Possession		
3	Scottish Premier Lea...	Attacking Corner	00:01:25	10s	☆☆☆☆		Drawing	4-3-3	Retain Possession		
4	Scottish Premier Lea...	Attacking Corner	00:01:57	10s	☆☆☆☆		Drawing	4-3-3	Retain Possession		
5	Scottish Premier Lea...	Attacking Corner	00:11:45	10s	☆☆☆☆		Drawing	4-3-3	Retain Possession		
6	Scottish Premier Lea...	Attacking Corner	00:11:55	24s	☆☆☆☆		Drawing	4-3-3	Retain Possession		

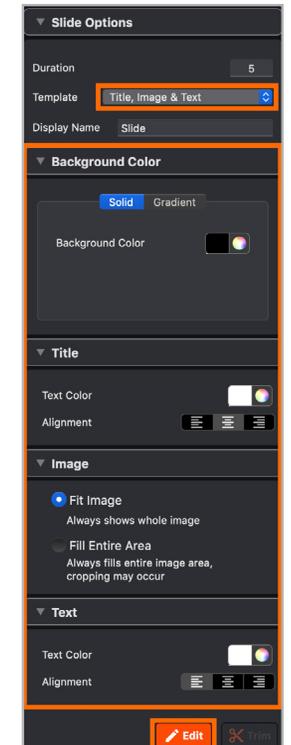
## How to insert Title Slides into a Playlist

1. Select the playlist that you wish to add a title slide, then select the clip that you want to follow the title slide from the playlist at the bottom of your screen.
2. Click on the '+Slide' button in the bottom left corner of the Playlist Area. A slide will be added above the clip you selected and the Slide Menu will populate to the left of the Video Window.
3. Beside '**Template**' click on the drop down menu to choose from our pre-existing Slide templates. The templates are titled based on what the that slide is made up of (Image, Image & title, etc).
4. Based on the template you select for your slide, you will have a variety of options to customize your slide. You can choose the Duration of the slide, how the image fits (fit image or fill entire area), background color (solid or gradient), text color, alignment and more.
5. Once you are finished press '**Edit**' to close.

See [here](#) for more detail around adding title slides



#	Name	Tag	Start	Duration	Rating	Example	Game State	Formation	Tactical Approach	Private Comment	Public Comment
1	Scottish Premier Lea...	Attacking Corner	00:00:00	5s	☆☆☆		Drawing	4-3-3	Retain Possession		
2	Scottish Premier Lea...	Attacking Corner	00:00:25	18s	☆☆☆		Drawing	4-3-3	Retain Possession		
3	Scottish Premier Lea...	Attacking Corner	00:00:17	18s	☆☆☆		Drawing	4-3-3	Retain Possession		
4	Scottish Premier Lea...	Attacking Corner	00:18:45	18s	☆☆☆		Drawing	4-3-3	Retain Possession		
5	Scottish Premier Lea...	Attacking Corner	00:16:55	24s	☆☆☆		Drawing	4-3-3	Retain Possession		



**Slide Options**

Duration: 5

Template: Title, Image & Text

Display Name: Slide

**Background Color**

Solid Gradient

Background Color: [Color Picker]

**Title**

Text Color: [Color Picker]

Alignment: [Left] [Center] [Right]

**Image**

Fit Image (Selected)  
Always shows whole image

Fill Entire Area  
Always fills entire image area, cropping may occur

**Text**

Text Color: [Color Picker]

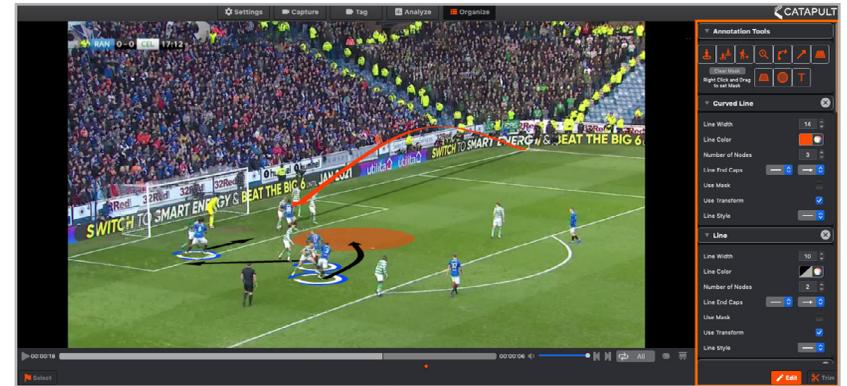
Alignment: [Left] [Center] [Right]

Edit Trim

## How to add annotations, text & symbols

1. From the playlist, click to select the clip that you want to add an annotation to. Navigate to the time in the clip that you want to add annotations to.
2. Click the Edit button. The Edit button will turn orange when selected and the annotation tool menu will appear in the top right corner of the video box.
3. Click an annotation icon from the annotation tool menu to add the annotation to the video clip. Once the annotation has been added, click the middle 'x' box to adjust the position on the video clip and click the surrounding boxes to adjust the size of the annotation or area affected.
4. To apply a Mask to the annotation you have selected, right click and drag the mouse over the playing surface, note you may have to do this on a number of areas to create a comprehensive mask. This will give the effect of the graphic lying on the field of play and **'behind'** the player. **Click the edit button** once you have finished adding your annotations.

See [here](#) for more detail around adding annotations



## HOW TO DELETE ANNOTATIONS

1. Click the newly added annotation located on the Video clip.
2. With the annotation select press Backspace on your keyboard.
3. Alternatively, **click the x** beside the annotation name located beneath the Annotation tools.



## 5. PRESENTING VIDEO

### How to present on a Full Screen or on a Secondary Display

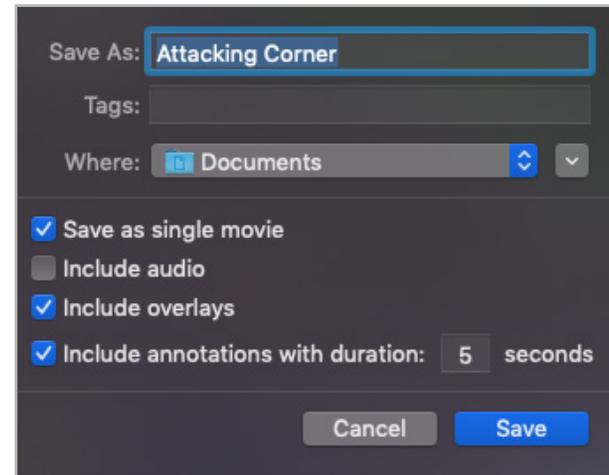
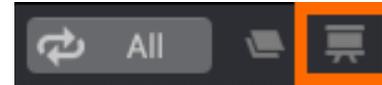
1. In the **Organize** tab.
2. A full screen presentation on a primary or secondary display monitor can be toggled on/off by clicking the **projector screen icon** in the bottom right corner of the Video Window.

See [here](#) for more detail around presenting video

## 6. EXPORTING VIDEO

### How to export Clips/Playlists onto a QuickTime Movie

1. Click on the Playlist you wish to export.
2. Press command on your keyboard and click to highlight the clips from the playlist that you want to export to QuickTime.
3. Once all clips are highlighted, click Organize from the Vision menu bar and click '**Export to QuickTime Movie**'.
4. A 'Save As' menu will automatically be prompted. From this menu, name the QuickTime movie and select where you want to save it. A check mark beside 'Save as single movie' will result in Vision combining all your highlighted clips into one QuickTime movie. Otherwise, each clip will be exported into a folder as individual clips.



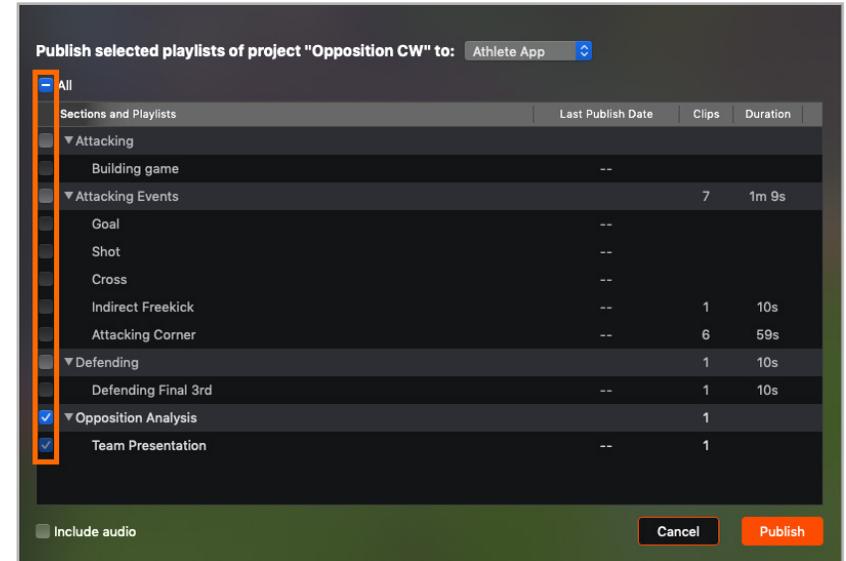


## 7. PUBLISHING VIDEO

### How to publish to the Athlete App

1. Open the project you want to publish playlists from and navigate to the Organize tab.
2. Select 'Organize' from the Vision menu bar and choose 'Publish.' The Publish menu will automatically be prompted.
3. From the Publish menu, beside 'Publish selected playlists of project "Project Name" to:' ensure 'Athlete App' is selected from the drop down menu.
4. To select a playlist to publish, click the box beside the playlist name to create a check mark.
5. Once all playlists are selected, click the Orange Publish Box in the bottom right corner of the pop up window.
6. When prompted, enter your username and password used to login to the Vision Desktop App.
7. A progress bar will appear and update the progress until the publish is complete. Once complete, press OK. The clips are now available to be viewed in the Vision Athlete App.

See [here](#) for more detail around publishing video





## 8. VISION ATHLETE APP

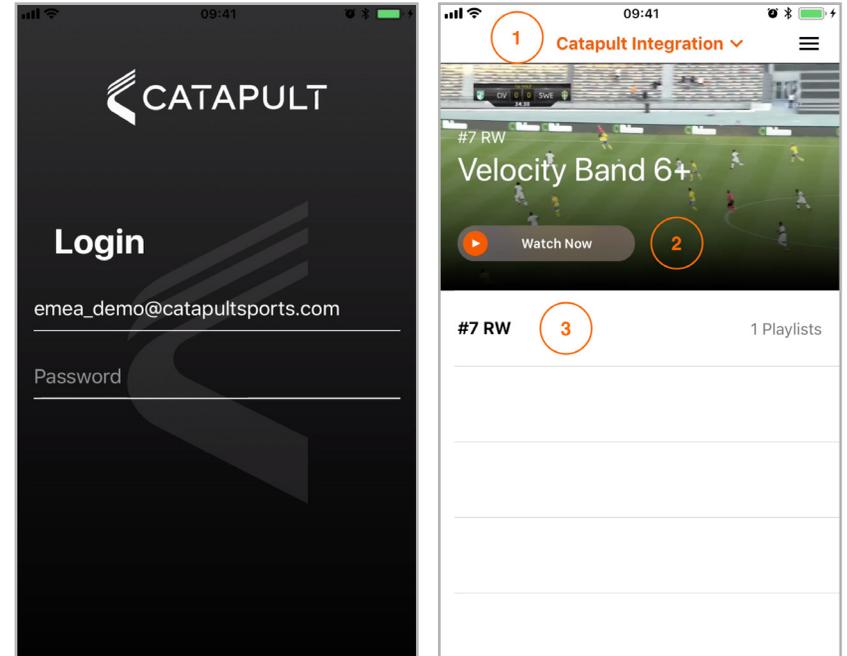
### How to download and login to the Athlete App

1. From the Apple App Store search for and download the 'Catapult Vision - Athlete' app.
2. Click GET to start downloading the App. Once downloaded, click the app icon to launch the Athlete App on your mobile. The login screen will automatically be prompted. Enter in your username and password.
3. Once logged in, the Home Screen will appear.

### Navigating the Home Screen

1. From the Home Screen, the user can:
2. Choose a project to open.
3. Select to watch the most current playlist.
4. Open a new section and view a playlist within the selected section.

See [here](#) for more detail around playback using the Athlete app





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