



# Kolibri

USER'S GUIDE



# CONTENT

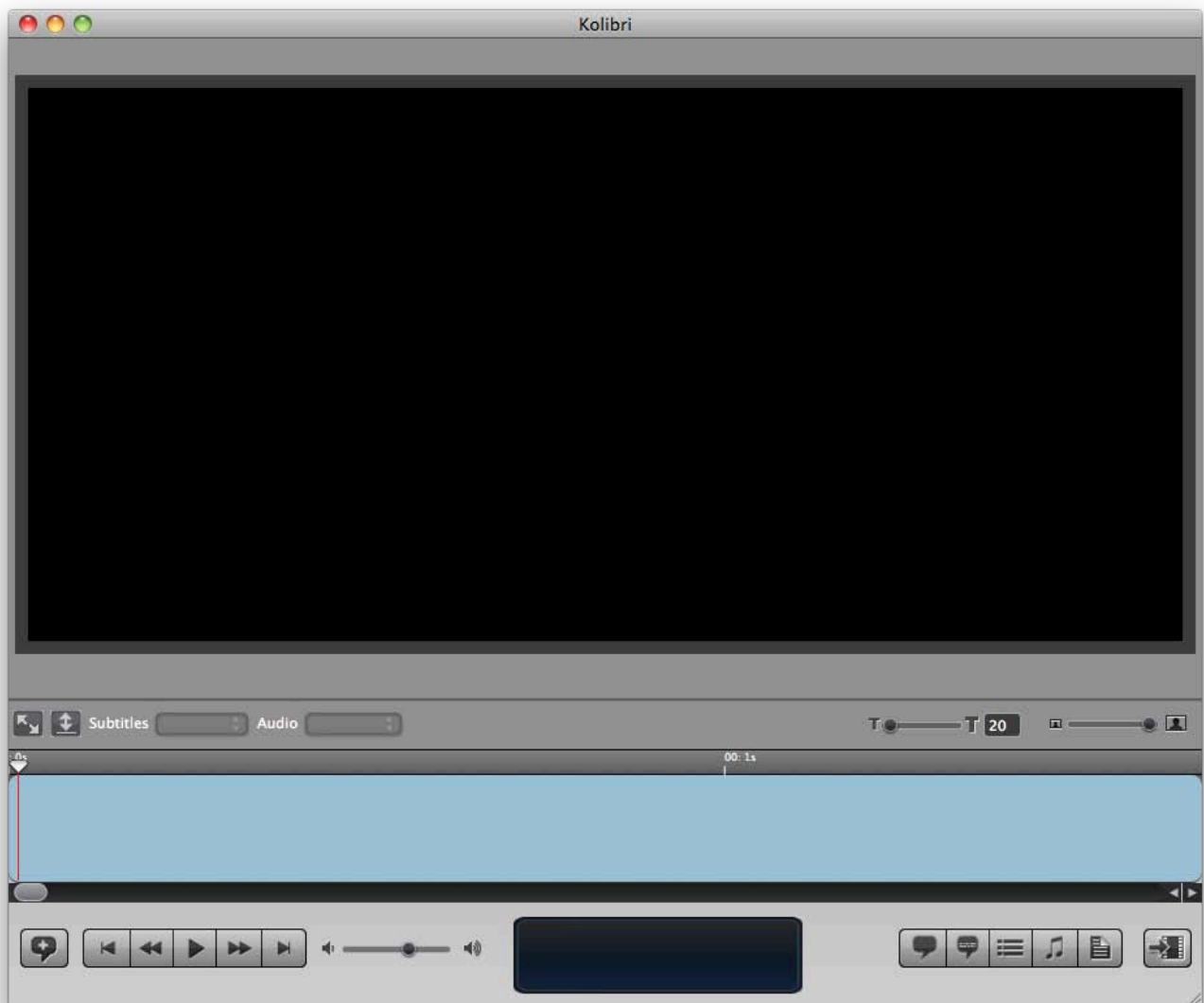
Launching Kolibri	4
Kolibri's interface	5
Importing a video for subtitling	8
Subtitling a video	9
Organizing subtitles	11
Changing subtitle languages	12
Changing audio tracks	14
Managing chapters	16
Exporting a subtitled video	18
Preferences	20

## Launching Kolibri

Double click on the Kolibri icon in order to launch the application.



The following window will open:



## Kolibri's interface

Kolibri's main window appears as follows:



- |                    |                 |
|--------------------|-----------------|
| 1 Video screen     | 2 Subtitle bar  |
| 3 Language options | 4 View options  |
| 5 Timeline         | 6 Chapter bar   |
| 7 Play commands    | 8 Audio options |
| 9 Time window      | 10 Side menus   |


The video screen shows the video you want to work on.

The subtitle bar is the zone in the bottom part of the screen where subtitles appear when you create them.

Language options enable you to go from one sound track or subtitle track to another. (See the corresponding part for more details.)

You can modify the view options in four ways:

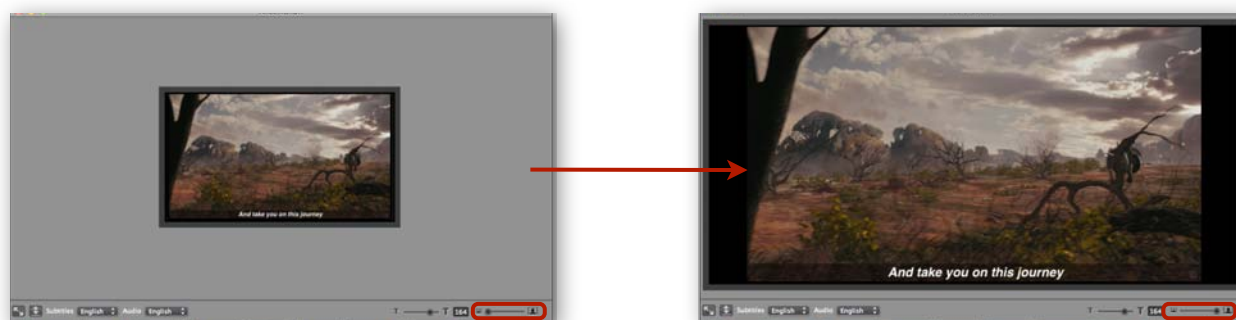
The button  shows the video full screen.

The button  shows or masks the chapter bar.

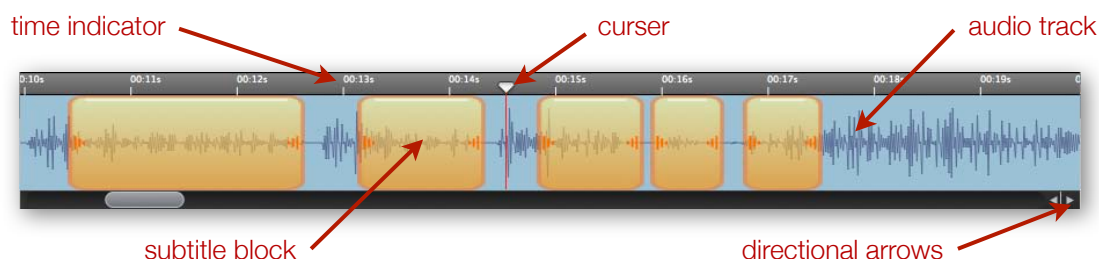
The slider  allows you to choose the size of the subtitle on the screen:





The slider  allows you to choose the size the video will appear on the screen:




The timeline shows where you are in the video, with information about the sound track that accompanies the video (representation of sound waves on blue background) and the position of the subtitles (transparent yellow blocks).

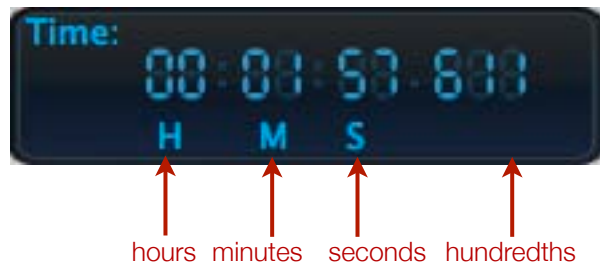


The chapter bar enables you to visualize chapter markings combined with the timeline. (See the corresponding chapter for more detailed information.)

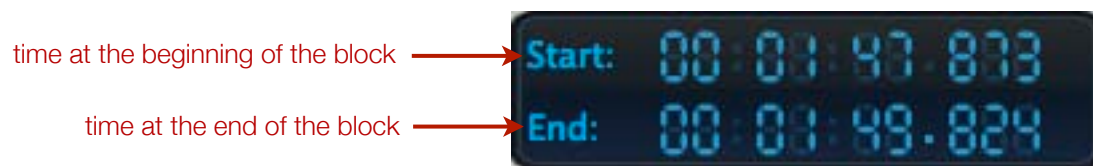
The play commands  have the usual functions, in the following order: return to the beginning of the video, fast rewind, play/pause, fast forward, direct access to the end of the video. The left button  is for adding a subtitle. (See the corresponding chapter for more detailed information.)

The audio options  allow you to adjust the volume on the sound track.







The time window indicates where the cursor is in the video time:



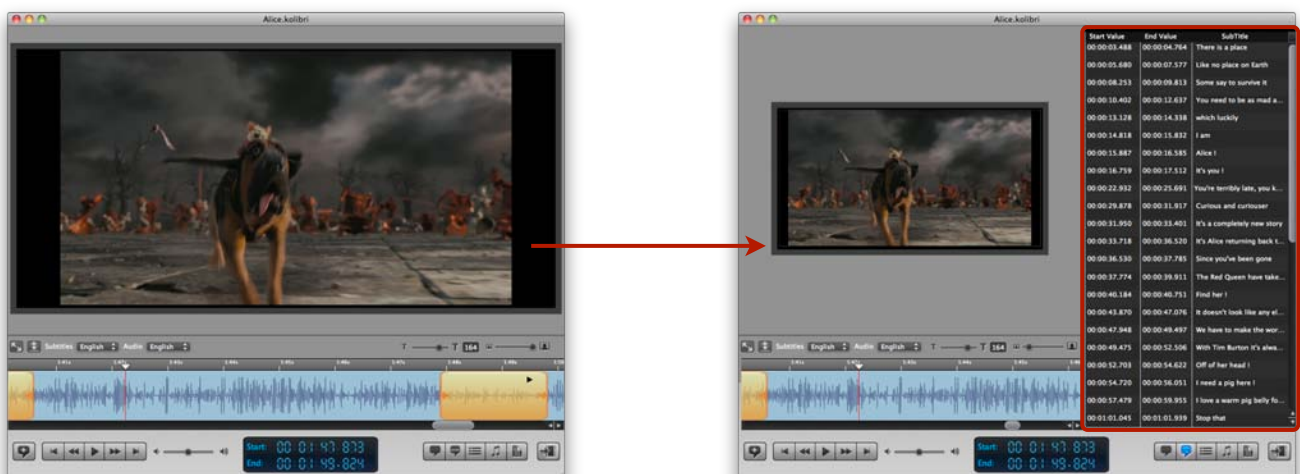
When a subtitle block is selected, the window changes as follows:



There are six buttons to open side windows (see corresponding chapters for more information on each one):

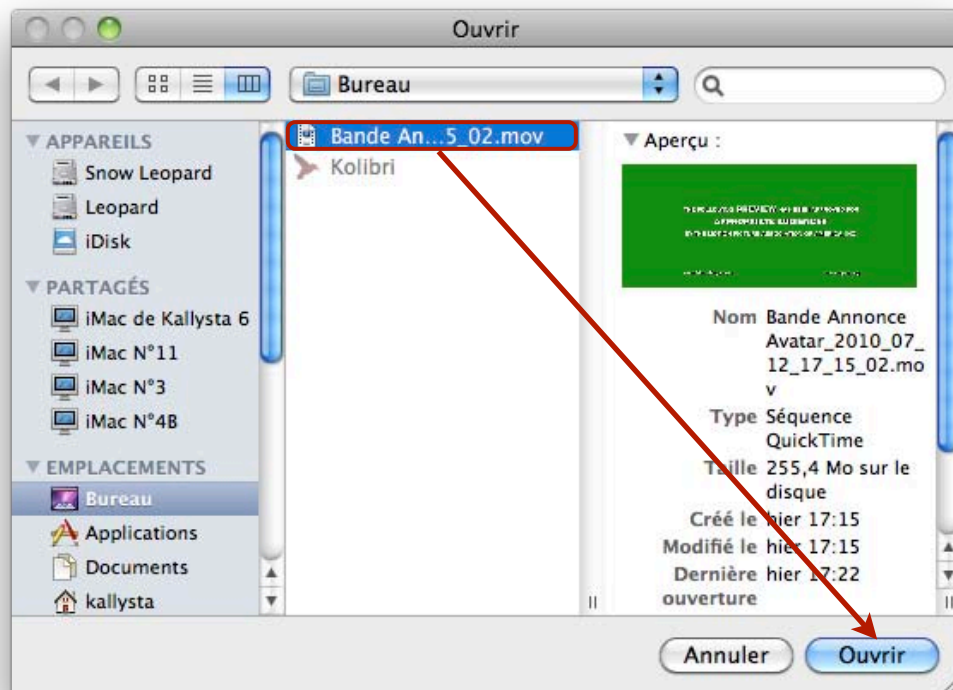
-  language menu
-  subtitle menu
-  chapter menu
-  audio menu
-  media menu
-  export menu

When the menu is selected, a blue button turns on and a pane opens on the right side.

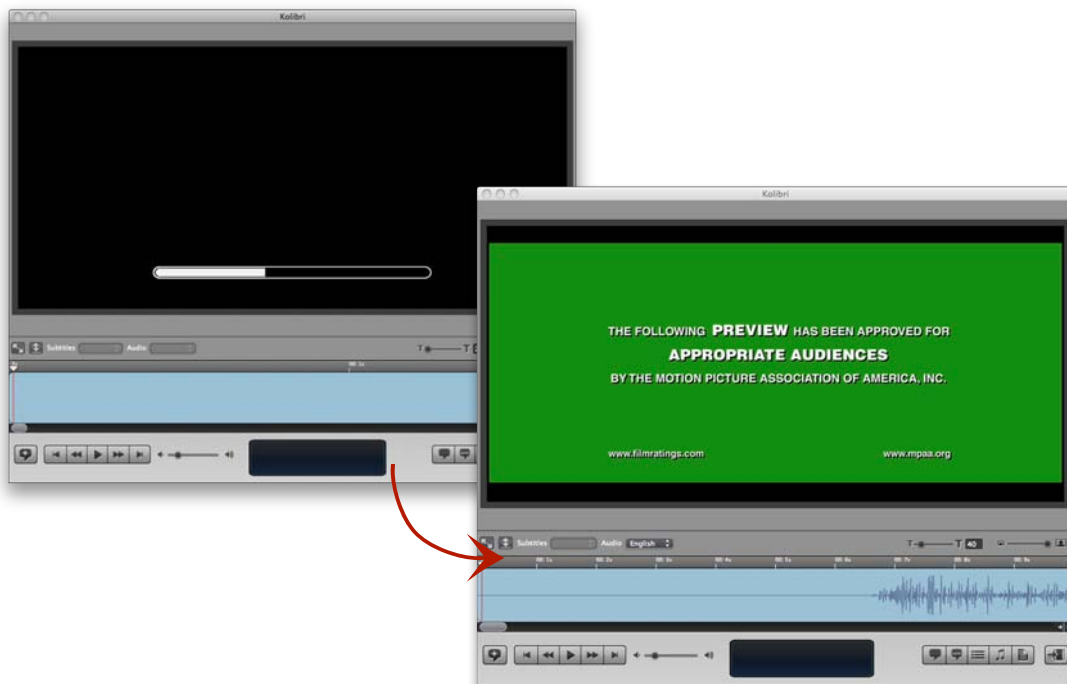


## Importing a video for subtitling

To import a video into Kolibri, select the option “Open video” in the “File” menu. A new window opens, allowing you to select the video.




A progress bar appears. When importation is completed, the video will begin to play.

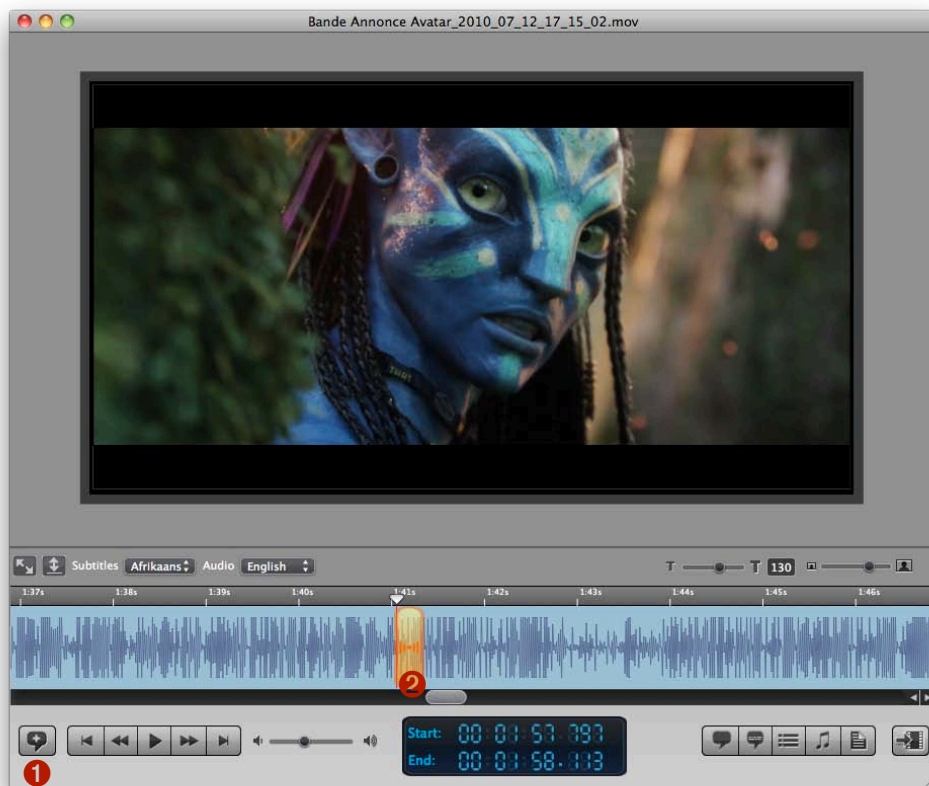


You can import a video more quickly by sliding it and dropping it into Kolibri, at which point it will import automatically.

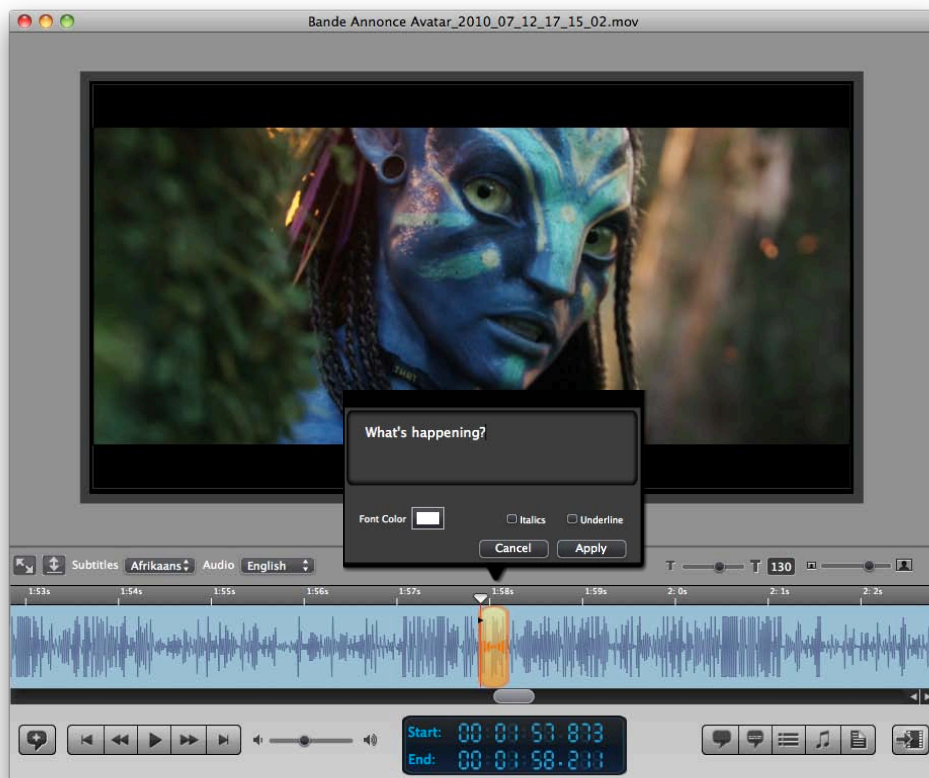



## Subtitling a video

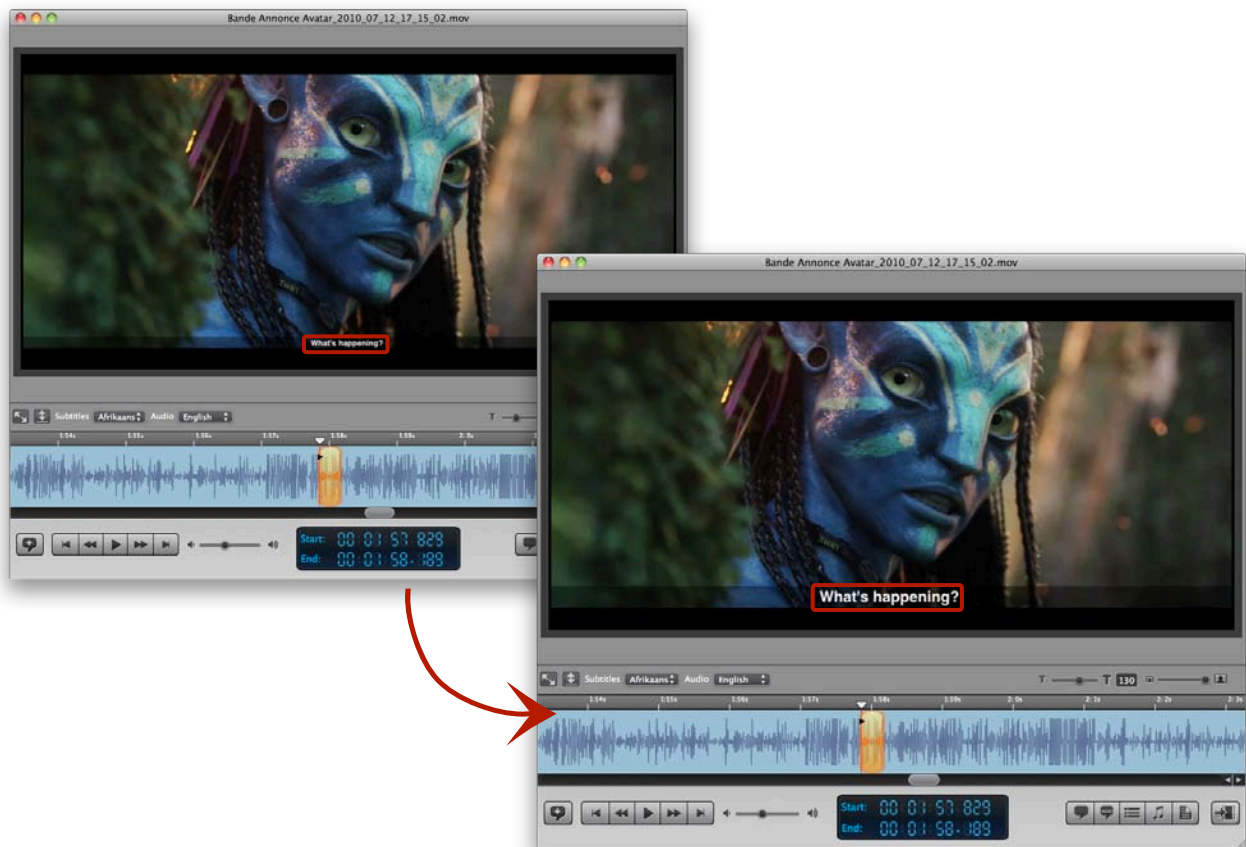
To create a subtitle, position your cursor where you want it to be on the timeline and then click on  ❶. An orange block appears on the timeline ❷.



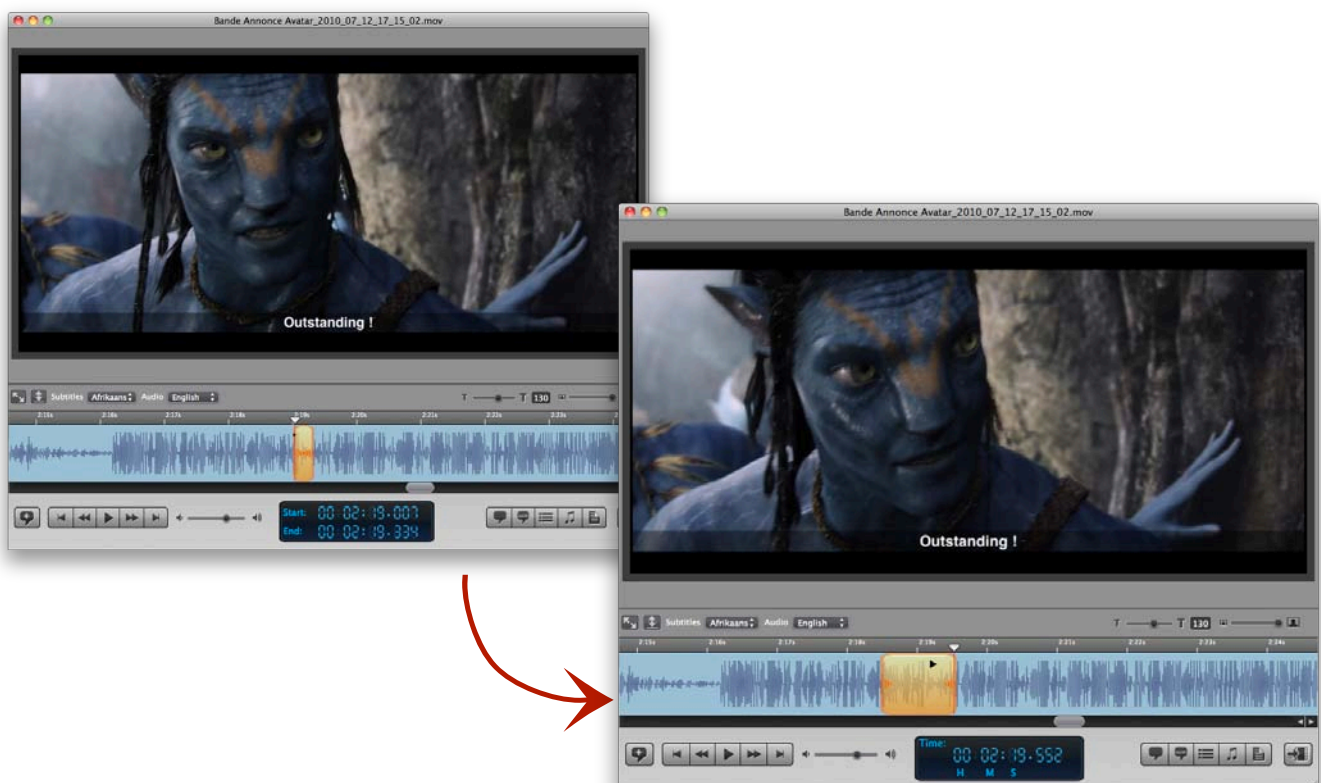
When you double click on the orange block a new window appears, where you can write your subtitle, adjust its color, and choose its style.




The subtitle appears on the video; you can change the size using the slider 

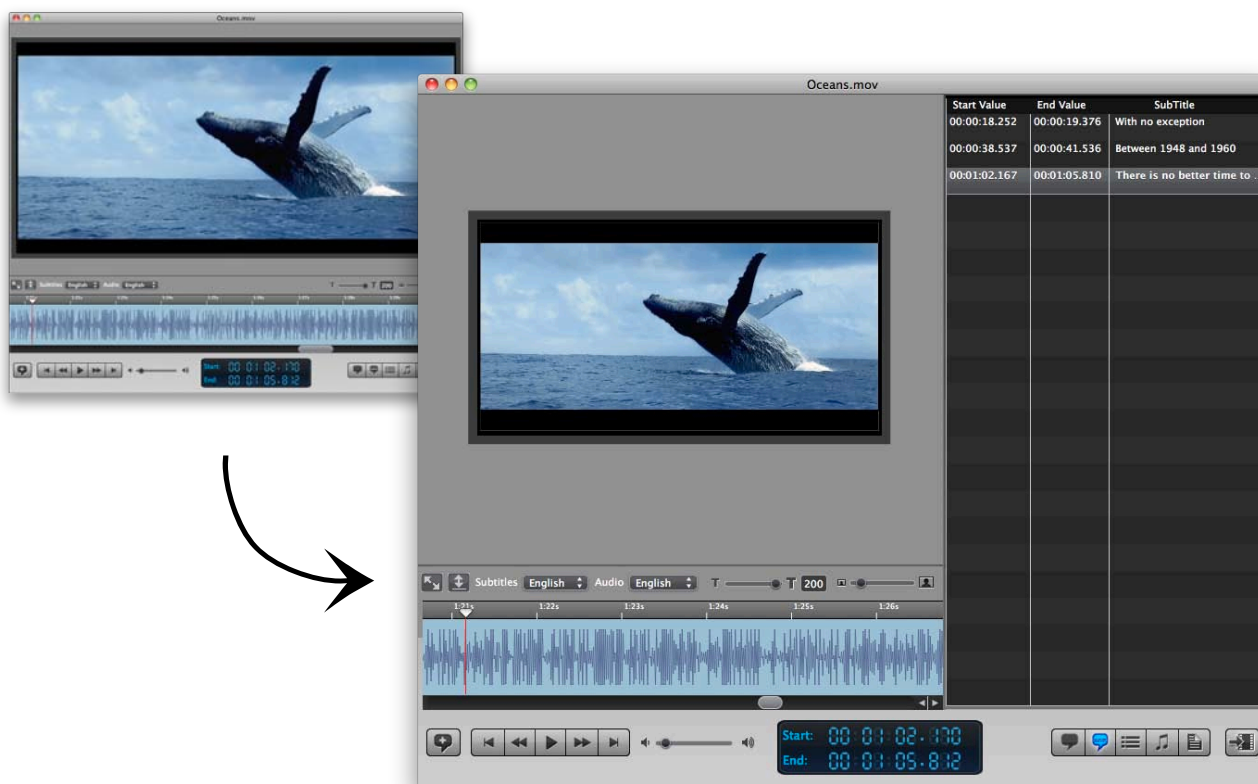


You can adjust the duration the subtitle appears on the video by clicking on the right or left side of the orange block and moving the cursor to the desired point.



## Organizing subtitles

All the subtitles are listed in the side “subtitle” menu 



The information about each subtitle is listed in three columns (as seen below). This information indicates the time-point in the video when the subtitle begins and when it ends (entry and exit values) on the video track, along with the text attributed to each.


When you click on one of the listed subtitles, Kolibri will position the cursor on the selected subtitle, for efficient navigation.

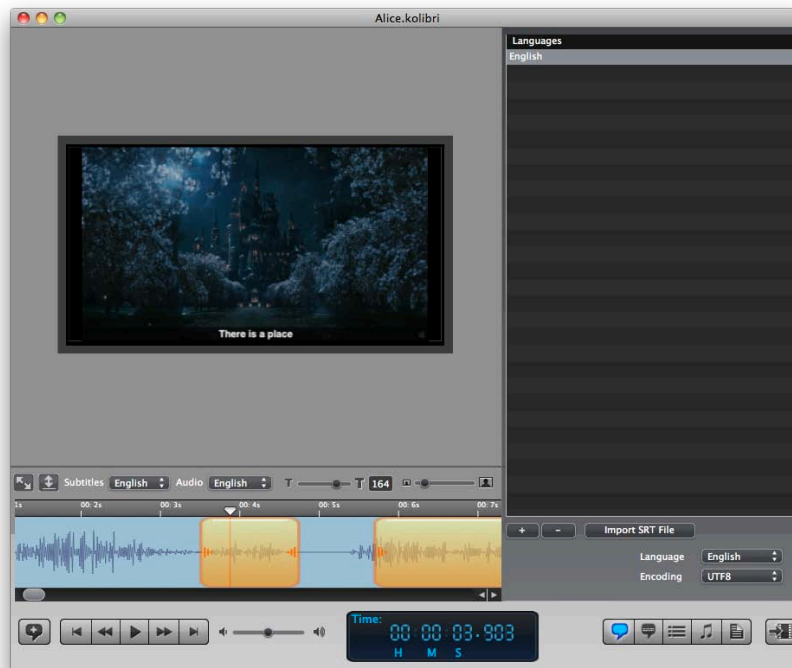
You can directly modify the subtitle in the frame **1** by double clicking on the subtitle.

Once you have made the change, “save” will record it.




## Changing subtitle languages

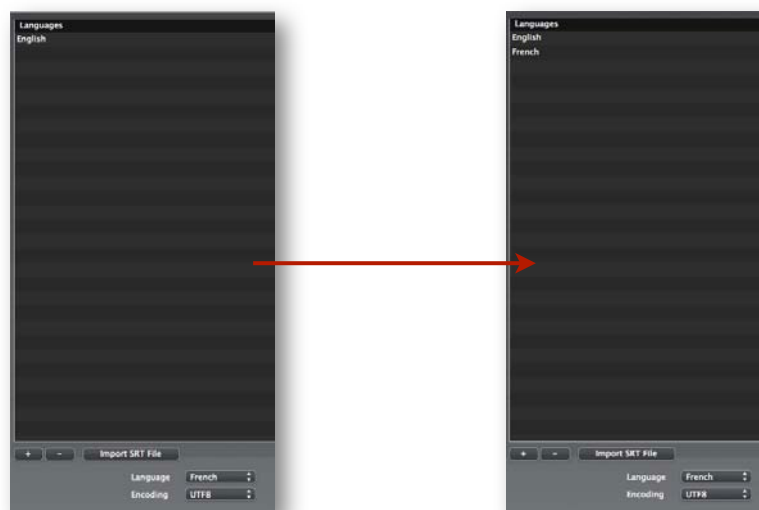
With Kolibri, you can subtitle a same video in several different languages. To add a new track of subtitles, open the language menu  A side window appears:



Next, select the language you want for the new track by opening the drop-down language list on the bottom right.



Once you have chosen the language you want, just click on the add button  to add the track that corresponds to this language.

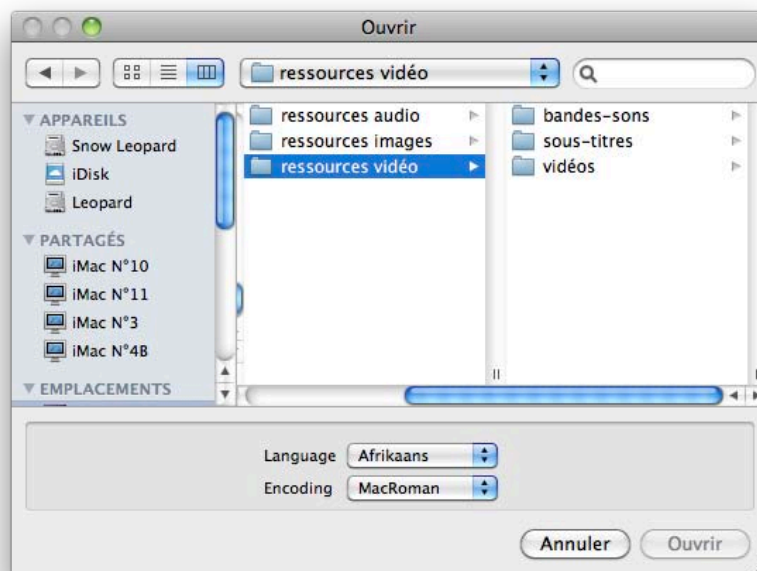




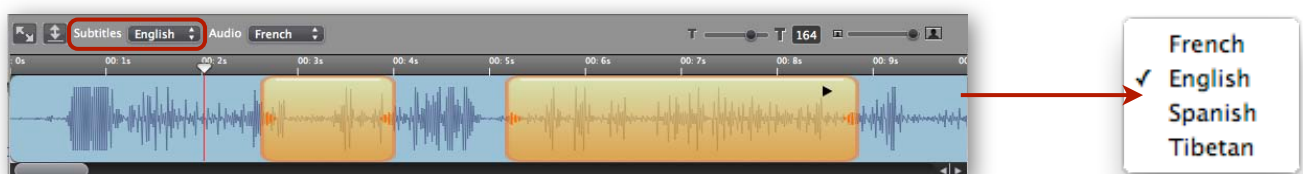
You can choose the encoding format for the subtitle track at the same time you create it by opening the format menu found under the language menu.



It is also possible to directly import a subtitle track from an external file in FRT format. In this case, click on **Import SRT File**. The following search window will open, allowing you to choose the file to import, the language it should be listed under and the encoding to apply:




Once you have created several subtitling tracks, you can go from one to another using the following subtitle tab, which is located under language options above the timeline:

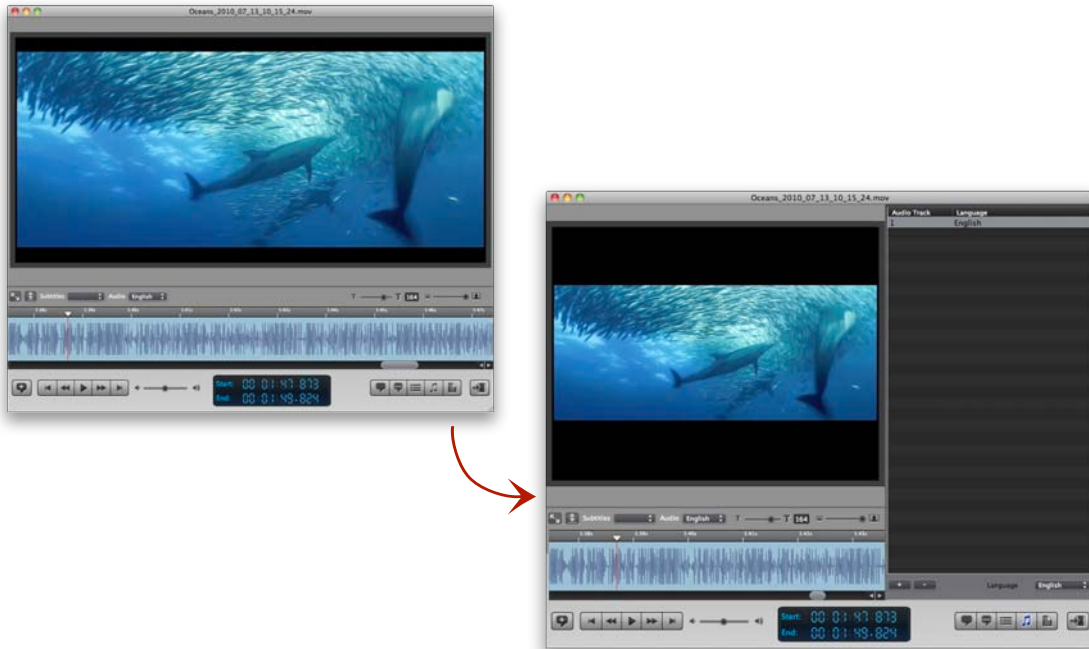


If you want to delete an existing subtitle track, just select it and click on the remove button found in the language menu.

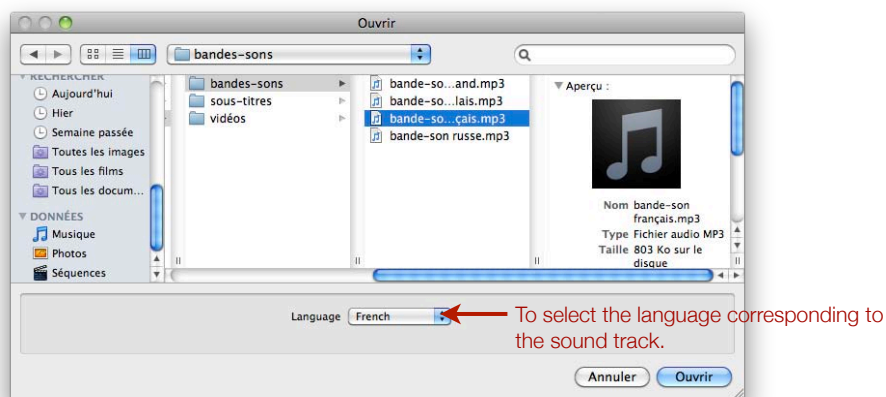


## Changing audio tracks

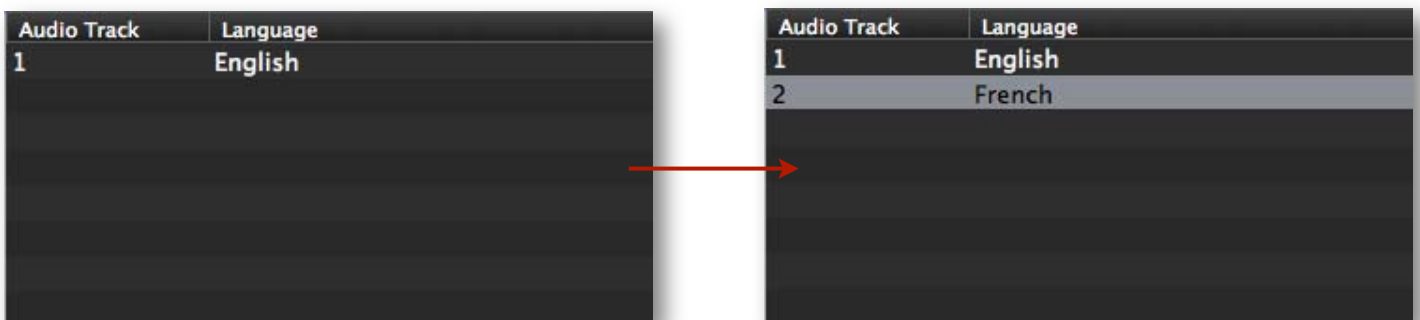
Kolibri can manage different sound tracks on a same video, corresponding to the various languages chosen. To add a new audio track, open the audio menu  . The following side window appears:



Click on the add button  . A search window appears:



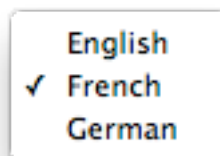
Choose the sound file and a new audio track appears in the window:



To go from one language to another, use the following audio tab, found above the timeline:




A drop-down menu appears, which enables you to go from one sound track to another:

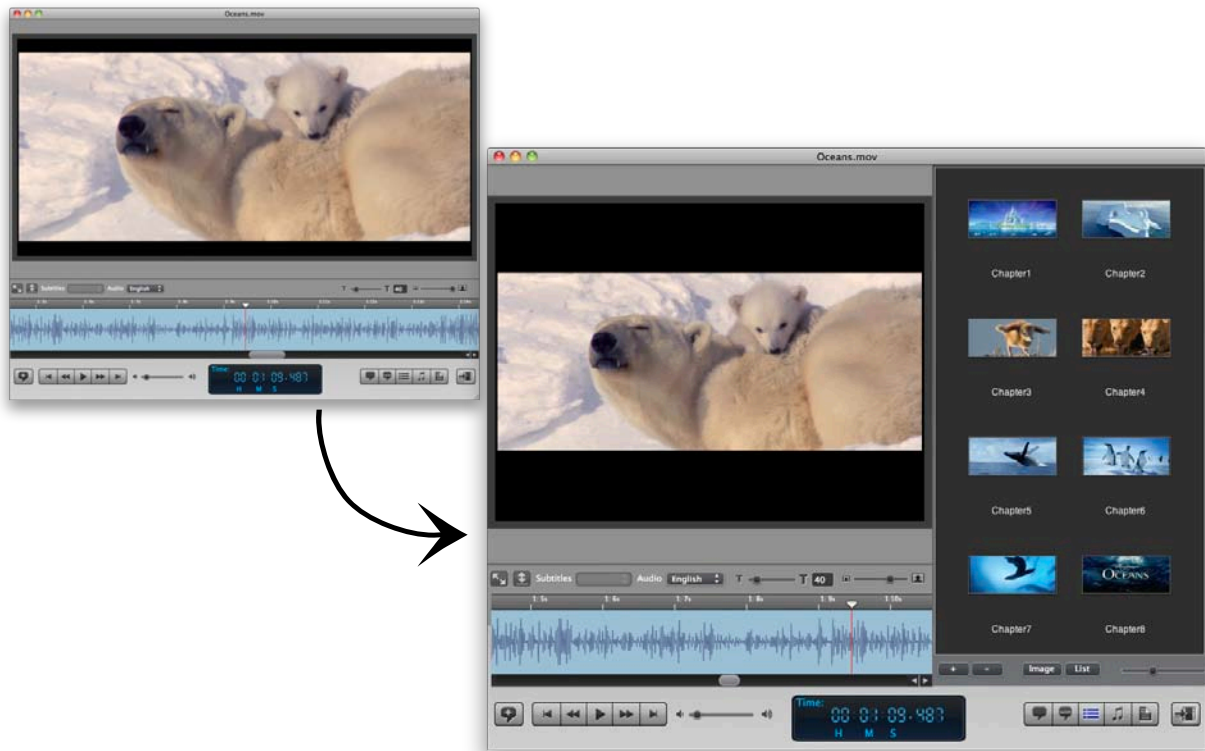




Changing the sound track will not affect the curser position or the subtitles.

To delete a sound track, just select it in the audio menu and press the delete button 

## Managing chapters

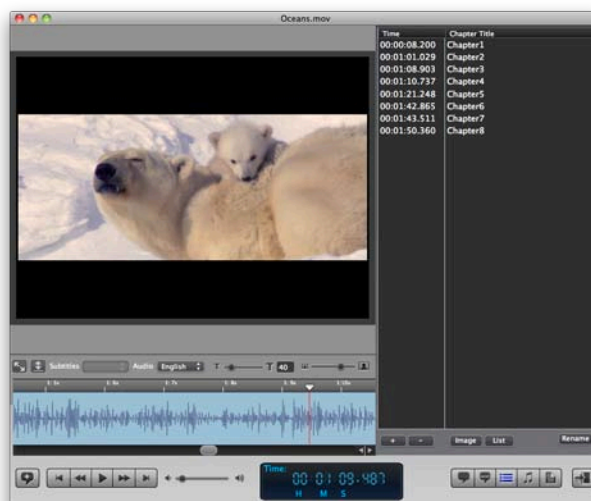
Kolibri can position chapters at different parts of the video.  
The “Chapter”  opens the following window:




To add a chapter, position the cursor where you want it to be on the video and select  this menu. To delete one, select it and click on .

Viewing can be image by image as shown above, or by list.

If you modify chapters (add or delete), the “Rename” option allows you to automatically renumber the chapters in chronological order. You can give new chapters different names by clicking on them and rewriting the name.






The “Chapter bar”  allows you to view the chapter marks combined with the timeline.

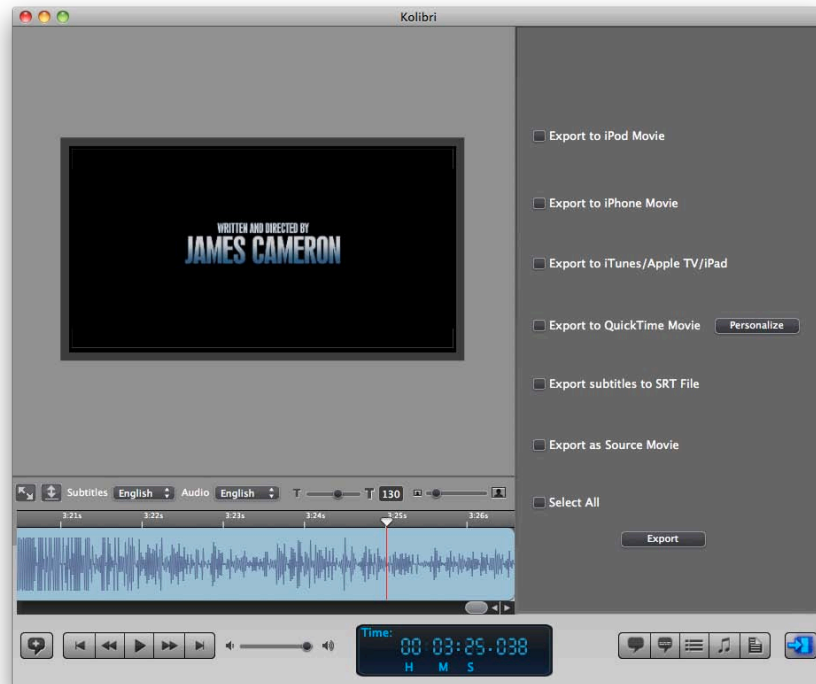


You can move these marks anywhere on the timeline and the information will be recorded immediately and automatically in the chapter menu.

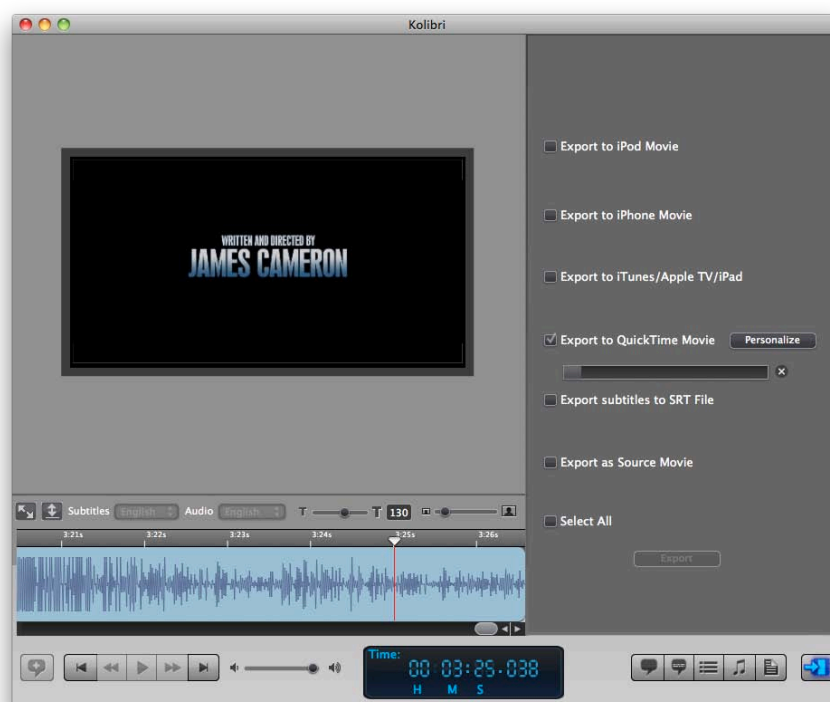


## Exporting a subtitled video

The export menu appears when you click on . Select the export format you want and then just press “Export” to begin. You can choose more than one kind of export format. Doing that will generate as different files as different kind of export format chooséen.



A progress bar indicates the exportation progress.

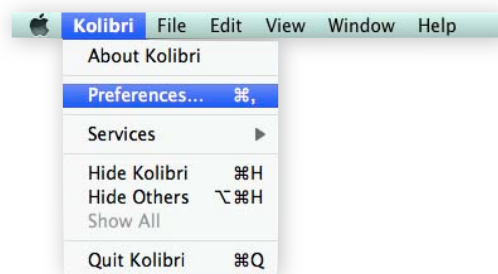


When you export into QuickTime format, a “Personalize” button appears to access the preferences window.



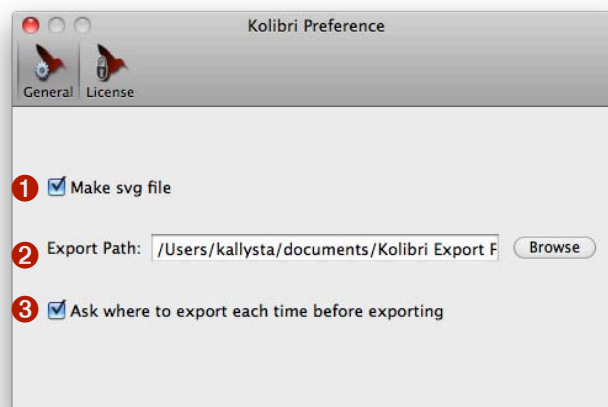
## Preferences

You can access the preferences window via the Kolibri tab in the menu bar on the top of the screen:



The preference window has two tabs: General and License.

The General tab has parameters related to exporting files.



- ① activate/deactivate automatic saving for an svg file
- ② folder choice for saving exported videos
- ③ activate/deactivate automatic presentation of a dialogue window for export folder each time you export

The other preference tab presents the users license.

