

# **NCH Software**

# **Prism Video File Converter**

This user guide has been created for use with  
Prism Video File Converter Version 11.xx

## **Technical Support**

If you have difficulties using Prism Video File Converter please read the applicable topic before requesting support. If your problem is not covered in this user guide please view the up-to-date Prism Video File Converter Online Technical Support at

[www.nchsoftware.com/prism/support.html](http://www.nchsoftware.com/prism/support.html).

If that does not solve your problem, you can contact us using the technical support contacts listed on that page.

## **Software Suggestions**

If you have any suggestions for improvements to Prism Video File Converter, or suggestions for other related software that you might need, please post it on our Suggestions page at

[www.nch.com.au/suggestions/index.html](http://www.nch.com.au/suggestions/index.html).

Many of our software projects have been undertaken after suggestions from users like you. You get a free upgrade if we follow your suggestion.

# Prism Video File Converter

## Contents

Introduction.....	3
How to Use Prism.....	4
What Formats Does Prism Support?.....	6
Email File.....	7
Email File.....	8
Encoder Options.....	9
Video Options.....	10
Dropbox.....	11
Flickr.....	12
Google Drive.....	13
Microsoft OneDrive.....	14
Twitter.....	15
YouTube.....	16
Vimeo.....	17
3rd Party Codecs.....	18
Shortcut Keys Reference.....	19
Using the Prism Command-line Tool.....	20
Related Programs.....	25
NCH Software Suite.....	26
Software License Terms.....	27
Google Authorization Process on Windows XP and Vista.....	30

## Finalize a Project

Sharing a Video.....	31
----------------------	----

## Reset account credentials

Reset account.....	32
--------------------	----

## Screen References

Custom Frame Rate.....	33
Custom Resolution.....	34
Preview Video.....	35
GIF Encoding Settings.....	36
Custom Resolution.....	37
Custom Frame Rate.....	38
Select Stream.....	39
Video Effects.....	40
JPEG Codec Settings.....	42
PNG Codec Settings.....	43
Speech Recognition Settings.....	44
Options ~ Overwrite.....	45
Options ~ Conversions.....	46

Options ~ General.....	48
Options ~ File Properties.....	49
Options ~ Social Media.....	50

## Other Links

[Encoder Options for asf and wmv Files](#)[Encoder Options for rm Files](#)

[Encoder Options for avi files](#)[Encoder Options for mpeg files](#)[Encoder Options for m1v files](#)

[Encoder Options for m2v files](#)[Encoder Options for 3gp files](#)[Encoder Options for mp4 files](#)

[Encoder Options for m4v files](#)[Encoder Options for mov files](#)[Encoder Options for mts files](#)

[Encoder Options for m2ts files](#)[Encoder Options for flv files](#)[Encoder Options for mpeg4 files](#)

[Encoder Options for swf files](#)[Encoder Options for mp3 files](#)[Encoder Options for wav files](#)

[Encoder Options for dv files](#)[Encoder Options for mkv files](#)[Encoder Options for ogv files](#)

[Encoder Options for webm files](#)[Encoder Options for divx files](#)[Encoder Options for xvid files](#)

[Encoder Options for amv files](#)

# Introduction

Prism is a program for Windows that lets you convert video files from one format to another. All file formats that have a directshow codec are supported.

## Features

- Loads a variety of different video file formats including avi, asf, wmv, divx, mpg, vob, mov, mp4, flv, and more
- Converts to a variety of output formats including avi, asf, wmv, rm, flv, mov, mp4, and more
- Ability to save the audio track from your video files by converting to mp3 or wav
- Allows lossless conversion
- Ability to play videos prior to conversion
- Ability to preview conversion
- Ability to automatically load files in an ISO image
- Allows drag and drop of both files and folders
- Simple and intuitive interface

## System Requirements

- Windows XP / Vista / 7 / 8 / 8.1 / 10 / 11
- Windows Media Player 9 (or higher) for recordings using WMV or ASF format.

Prism is just one component of the NCH Software suite of software. If you have not done so already, please visit <http://www.nchsoftware.com/software/index.html> to download many other related programs.

## Installation

Install Prism to your hard drive by double-clicking the downloaded installer file.

# How to Use Prism

This is an overview of how to use Prism to convert your files from one format to another.

## Adding and Removing Files

To convert your video files into the desired format, begin by adding files into the file list window. Either click the **Add File(s)** or **Add Folder** buttons, or select File -> Add File(s) to List or File -> Add Folder of Files to List from the menu. In the browse window that opens, select the desired video files or folder.

You can also drag files and folders from File Explorer to the main window.

To add files from a DVD, click the **Add DVD** button from the toolbar, the select the desired video files from the window that opens.

To add files inside an ISO image file, you don't need to extract or mount first the ISO. Just add it like a regular file. Prism will then load all files including those inside subdirectories.

Once your files have been added, if you wish to remove any of them, select the file(s) and either click the **Remove** button, or select File -> Remove Selected Files from List from the menu. To select multiple files at once, press the Ctrl key and left-click on the files you want to remove. To remove all the files, either click the **Remove All** button, or select File -> Remove All Files from List from the menu.

## Playing Files

To play a file, left-click on the desired file and either click the **Play** button, or select File -> Play File from the menu. If you click the **Play** button when selecting multiple files, the first selected file will be played. The launched player has buttons to **Play/Pause**, **Move Back/Forward**, **Return to the start** and **Go to the end**. (If the file format being played is swf then these buttons will be disabled because swf file doesn't support these functionalities perfectly)

## Selecting a Folder to Save To

Near the bottom of the main window, there is a text field labeled "Save to Folder", where you can enter the folder where converted files will be placed. You can either type in the desired folder, or you can click the **Browse** button on the right of the field. Clicking **Browse** will bring up a window where you can browse for the desired folder.

The last several folders you have chosen in the past are stored in a drop-down list, and can be accessed by clicking the arrow on the right side of the text field.

## Selecting an Output Format and Configuring Encoder Options

The field labeled "Output Format" is where you select the desired output file format for your files. Prism currently supports conversion to avi, wmv, asf, mpg, 3gp, mp4, mov, flv, swf, rm, gif, dv, mkv, ogv and webm formats, as well as extraction of video audio to wav and mp3 formats.

Once you have selected a format to convert to, you can click the **Encoder Options** button to configure the settings for the format (see the **Encoder Options** section for more information on configuring options for each file format).

You may also choose to edit the output by clicking the **Video Options** button to change the video format (see the **Video Options** section for more information). **Adding Effects**

Several **Video Effects** can also be added to the converted video. Click the **Effects** button to open the effects dialog.

## Converting Files

Once you have set the output folder and format, select the files from the list you want to convert, and either click the **Convert** button, or select File -> Convert from the menu. If you hit the **Convert** button without any files selected, all files in the list will be converted by default.

## Previewing Conversion

You can also preview how the converted video looks before actually converting. Select the video file and either click the **Preview**

button, or select File -> Preview Conversion from the menu. The length of the preview can be adjusted in [General Options](#).

### **Viewing Extended Conversion Information**

If you attempt to convert a file and something goes wrong with the conversion process, a short message will be displayed in the 'Other Information' column in the Prism main window. This message gives a brief summary of the specifics of the problem.

# What Formats Does Prism Support?

**Convert From** Prism supports all video formats that have a DirectShow based codec. This means that if you can play the video file using Windows Media Player then you can convert it using Prism.

This includes, but is not limited to, the following formats:

- avi - includes divx, xvid, h264 encoded files. Will also support .dixv extension. You will need to install support for divx, xvid and h264 as these are not supported natively by Windows
- mpg and mpeg - mpeg1 and VCD are supported by default. If you have a software DVD Player installed (PowerDVD for example), then Prism will also support mpeg2 and vob formats
- h264/264 - h264 encoded bitstream
- vob - as noted above with a software DVD Player
- asf and wmv
- mkv - with the Matroska DirectShow filter installed
- ogm - with OGG DirectShow filter installed
- mp4, 3gp - with a mp4 filter installed
- m2ts and mts
- dv
- apng - animated png video
- mod - video files
- tod
- ppt/pptx - MS PowerPoint presentation files
- rmvb
- mxf

Prism can also download and use libavcodec, which supports a huge number of different formats. If Prism can't decode a file, it will ask permission to download the libavcodec.

Prism can also read and convert movies from Blu-Ray and non-copy-protected DVDs.

## Convert To

Prism supports converting to 3gp, asf, avi, dv, flv, gif, mkv, mov, mp4, m4v, mpg, mpeg, ogv, rm, swf, vob, webm, webp, wmv, divx, xvid, f4v, mts, m2ts, m1v, m2v, amv, apng, jpg sequence, and png sequence file formats. For avi you may specify a large range of compression codecs. If you are converting for an iPhone, iPad, iPod or PSP, select the appropriate target device. You also have the option of extracting audio from video by converting to either the wav or mp3 file formats.

## 3rd Party Codecs and DirectShow Filters

As noted above, Prism supports a large range of file formats if a codec is installed. Please try playing your file using Windows Media Player. If your file is not supported, Windows Media Player may automatically install support on its own.

If the file cannot be converted or played, you will need to find a codec for the file. For more information please refer to [Third Party Codecs](#).

For information about the difference between different video formats, view the article at <http://www.nch.com.au/kb/10230.html> to compare them side by side.

## **Email File**

Allows you to send the email directly to the remote person's email address. The attached file size limit is 10 MB.

## Email File

Allows you to send the email directly to the remote person's email address. The attached file size limit is 10 MB.

This dialog has 5 sections

- *Send To:* The remote person's email address you want to send the file to.
- *Subject:* Any text you enter in this line will appear as the subject of the email.
- *Body:* Any text entered into this box will appear as the body of the email.
- *Footer:* Foot note. This section can only be edited if product is licensed/registered.
- *Attachment:* The video file you want to send.

## Encoder Options

To access the Encoder Options dialog box for a particular format, you must first select that format from the "Output Format" drop-down list in the main window. You can then click the "Encoder Options" button next to the format list, and this will bring up the format's options window.

For more help on the specific options for any format, refer to that format's encoder options help topic within this manual.

# **Video Options**

This option allows you to edit, resize the output video, and alter its frame rate.

## **Resize Video**

First, tick the checkbox 'Resize Video' to change the size of the output video. You can decrease the size of the output video by decreasing the Width and Height of the video. Selecting the radio button 'Crop...' will resize the video by cutting off the edges to the specified size. Selecting the radio button 'Shrink...' will shrink the entire picture to the desired size.

## **Change Frame Rate**

Tick the 'Change Frame Rate' checkbox to change the frame rate. A video displays a certain number of frames per second (normally 23.98, 25 or 29.97). You may change this to either convert from one to the other or to just reduce file size. Please note there are generally noticeable effects in the smoothness of the video, particularly in panning scenes when you change the frame rate.

Also note that the MPG and DV formats have frame rate settings that cannot be changed.

.mpg = 23.98 fps

.dv (NTSC) = 29.97 fps

.dv (PAL) = 25 fps

# Dropbox

## Dropbox

You can open the Dropbox upload dialog via one of the following methods:

- From the **Share** Toolbar button menu. Click the **Share** drop down button. Select the **Upload to Dropbox** option.
- From the **File** menu. Select the **Upload Converted File** item. Select the **Upload to Dropbox** option.
- From the **File** menu. Select the **Upload Original File** item. Select the **Upload to Dropbox**

Once reaching the Dropbox upload dialog, you can choose assorted settings that will be applied to the uploaded video. After making your selections click on **Link to Dropbox...**, this will open the **Dropbox Authorization** dialog.

Once the Authorization dialog appears, login to your Dropbox Account, and follow the prompts to allow the application to access your online profile.

After authorization is complete, you can click the **Upload** button to commence the conversion (if required) and upload process.

# Flickr

## Flickr

You can open the Flickr upload dialog via one of the following methods:

- From the **Share** Toolbar button menu. Click the **Share** drop down button. Select the **Upload to Flickr** option.
- From the **File** menu. Select the **Upload Converted File** item. Select the **Upload to Flickr** option.
- From the **File** menu. Select the **Upload Original File** item. Select the **Upload to Flickr** option.

Once reaching the Flickr upload dialog, you can choose assorted settings that will be applied to the uploaded video.

After making your selections click on **Upload**, to begin the conversion (if required) and upload process.

If required, the **Flickr Authorization** dialog will appear and your web browser will open, allowing you to log in to the service.

# Google Drive

## Google Drive

You can open the Google Drive upload dialog via one of the following methods:

- From the **Share** Toolbar button menu. Click the **Share** drop down button. Select the **Upload to Google Drive** option.
- From the **File** menu. Select the **Upload Converted File** item. Select the **Upload to Google Drive** option.
- From the **File** menu. Select the **Upload Original File** item. Select the **Upload to Google Drive** option.

Once reaching the Google Drive upload dialog, you can choose assorted settings that will be applied to the uploaded video. After making your selections click on **Link to Google Drive...**, this will open the **Google Drive Authentication** dialog.

Once the Authentication dialog appears, login to your Google Account if required, and follow the prompts to allow the application to access your online profile.

After authentication is complete, you can click the **Upload** button to commence the conversion (if required) and upload process.

# Microsoft OneDrive

## Microsoft OneDrive

You can open the OneDrive upload dialog via one of the following methods:

- From the **Share** Toolbar button menu. Click the **Share** drop down button. Select the **Upload to OneDrive** option.
- From the **File** menu. Select the **Upload Converted File** item. Select the **Upload to OneDrive** option.
- From the **File** menu. Select the **Upload Original File** item. Select the **Upload to OneDrive**

Once reaching the OneDrive upload dialog, you can choose assorted settings that will be applied to the uploaded video. After making your selections click on **Link to Microsoft OneDrive...**, this will open the **Microsoft Authentication** dialog.

Once the Authentication dialog appears, login to your Microsoft Account if required, and follow the prompts to allow the application to access your online profile.

After authentication is complete, you can click the **Upload** button to commence the conversion (if required) and upload process.

*If the upload process to OneDrive fails, please check [Troubleshooting OneDrive](#).*

# Twitter

## Twitter

You can open the Twitter upload dialog via one of the following methods:

- From the **Share** Toolbar button menu. Click the **Share** drop down button. Select the **Upload to Twitter** option.
- From the **File** menu. Select the **Upload Converted File** item. Select the **Upload to Twitter** option.
- From the **File** menu. Select the **Upload Original File** item. Select the **Upload to Twitter** option.

Once reaching the Twitter upload dialog, you can choose assorted settings that will be applied to the uploaded video.

After making your selections click on **Upload** to begin the conversion (if required) and upload process.

If required, the **Twitter Authorization** dialog will appear and your web browser will open, allowing you to log in to the service.

# YouTube

## YouTube

You can open the YouTube upload dialog via one of the following methods:

- From the **Share** Toolbar button menu. Click the **Share** drop down button. Select the **Upload to YouTube** option.
- From the **File** menu. Select the **Upload Converted File** item. Select the **Upload to YouTube** option.
- From the **File** menu. Select the **Upload Original File** item. Select the **Upload to YouTube**

Once reaching the YouTube upload dialog, you can choose assorted settings that will be applied to the uploaded video.

After making your selections click on **Upload**, to begin the conversion (if required) and upload process.

If required the **YouTube Authorization** dialog will appear. Login to your YouTube Account, and follow the prompts to allow the application to access your online profile.

# Vimeo

## Vimeo

You can open the Vimeo upload dialog via one of the following methods:

- From the **Share** Toolbar button menu. Click the **Share** drop down button. Select the **Upload to Vimeo** option.
- From the **File** menu. Select the **Upload Converted File** item. Select the **Upload to Vimeo**
- From the **File** menu. Select the **Upload Original File** item. Select the **Upload to Vimeo** option.

Once reaching the Vimeo upload dialog, you can choose assorted settings that will be applied to the uploaded video.

After making your selections click on **Upload** to begin the conversion (if required) and upload process.

If required, the **Vimeo Authorization** dialog will appear and your web browser will open, allowing you to log in to the service.

# 3rd Party Codecs

There are a large range of video codecs available that do not come pre-installed in Windows. There are a number of audio codecs as well. The commonly used codec is DivX and is a popular codec for videos. Additionally there are a variety of DV codecs for cameras and also MPEG2 is used in home video.

## Identifying the Codec for a file

You will have to use a codec to play a video using Windows Media Player (or Prism) and to convert from such a file or to convert it as well. If you have an existing file try playing it with Windows Media Player (not the excellent Windows Media Player Classic, as it has codecs built in). If the video plays then you already have the needed codec installed and Prism can convert it.

If the video still does not play, you will need to locate a codec for it. There are a number of good utility programs that can tell you the codec for a given video. Listed below are two such programs:

- [GSpot](#) Codec Information Appliance
- [VideoInspector](#) Investigates Coded issues

These applications will also provide download links for the codec in question.

## Locating the Codec

There are a large range of sites you can download a codec from. Listed below are a few:

- [Free-Codecs](#)
- [VideoHelp](#) Also contains a large amount of help for general video work
- [Doom9](#) Also contains lots of news and guides

# Shortcut Keys Reference

Open File Menu **Alt**

Add Files **Alt+A**

Add Folder **Alt+F**

Add DVD **Alt+D**

Add BluRay **Alt+R**

Convert Files **F3**

Preview Conversion **Shift+F3**

Close Player / Cancel Conversion **Esc**

Delete Files **Delete**

Delete All Files **Alt+E**

Play File **F9**

Toggle fullscreen **Alt+Enter**

The player dialog has five buttons:

- **Return To Start (Home)**: Clicking here will return you to the start of the video. It is like an instant rewind to the start of your video.
- **Step Back (Left)**: Clicking this button will move you a little bit further back in the video. It is like hitting "Rewind" on your video player, then pressing "Pause" straight away.
- **Play/Pause (Space)**: This button is similar to the Play and Pause buttons on your video player. Clicking Play will start the video playing, then clicking it again will Pause the video.
- **Step Forward (Right)**: Clicking this button will move you a little bit forwards in the video. It is like hitting "Fast-Forward" on your video player, then pressing "Pause" straight away.
- **Go To End (End)**: Clicking here will take you to the end of your video. It is like an instant fast-forward to the end of your video.

Select All **Ctrl+A**

Remove Unsupported Files from List **Ctrl+U**

Options **Ctrl+O**

Tag Editor for the selected file **Alt+T**

Burn to Video DVD with Express Burn **Ctrl+D**

Burn to Data Disc with Express Burn **Ctrl+B**

Exit Program **Alt+F4**

Help Documentation **F1**

# Using the Prism Command-line Tool

The Prism command-line tool allows you to convert files from the command line. This can be used to let other software convert files using Prism or to automate batch conversion.

**Important Note:** Due to a limitation in the way Windows handles running graphical programs from the command line, Prism cannot give any feedback when an issued command has been completed, nor can it block the command line while a conversion is taking place. We are currently investigating possible ways to circumvent the Windows problem, but please note it down for now and take it into account when issuing command-line orders to Prism.

The Prism executable is usually located as "C:\Program Files\NCH Software\Prism\prism.exe"

**Usage:** prism.exe [options] [files to add]

"Options" is where you can issue a series of commands to Prism. The options are:

-convert - convert all files loaded into Prism.

-clear - remove all files loaded into Prism.

-addfolder [FOLDER\_NAME] - add a folder of files into Prism.

-format [FORMAT\_NAME] - specify the output file format for which to convert the loaded files.

Possible format names include:

- 3gp
- asf
- avi
- dv
- flv
- gif
- mkv
- mov
- mp4
- m4v
- mpg
- ogv
- rm
- swf
- webm
- wmv
- divx
- xvid
- amv
- jpg
- png
- "Android 480P"
- "Android 720P"
- "iPhone 3G"
- "iPhone 3GS"
- "iPhone 4"
- "iPhone 4S"
- "iPhone 5/5c"
- "iPhone 5s/6/6P"
- "iPhone 6s/6sP"
- "iPhone SE"
- "iPhone 7"

- "iPhone 7 Plus"
- "iPhone 8"
- "iPhone 8 Plus"
- "iPhone X"
- "iPod Classic"
- "iPod Touch 1"
- "iPod Touch 2"
- "iPod Touch 3"
- "iPod Touch 4"
- "iPod Touch 5"
- "iPad 1"
- "iPad 2"
- "iPad 3"
- "iPad 4"
- "iPad Air"
- "iPad Air2"
- "iPad Mini"
- "iPad Mini2/3"
- "iPad Mini4"
- "Nintendo 3DS"
- "PSP"
- "PS Vita"
- "PS3"
- "PS4"
- "PS4 Pro"
- "Xbox 360"
- "Xbox One"
- "Xbox OneX"
- mp3
- wav

**-outfolder [FOLDER\_NAME]** - specify the output folder to store the converted files. Do NOT end the folder path with a backslash '\' character.

**-overwrite [OVERWRITE\_FLAG]** - specifies what to do when the converted file already exists. The flags are "PROMPT" (Prompt for What to Do), "ALWAYS" (Overwrite the File), "NEVER" (Don't Convert the Original File), "CANCEL" (Abort All Conversions), "APPENDNUMBER [format]" (Append number to filename - [format] is optional, if blank it will use the format already specified in Prism).

**-settings [FORMAT\_NAME] [SETTINGS\_OPTIONS]** - specifies the settings configuration to use for the specified format. For more detail on what parameters to use, see further down the page.

**-edit [RESIZE\_TYPE] [WIDTH] [HEIGHT] [FRAMERATE]** - specifies the video output options. RESIZE\_TYPE - either "NONE", "CROP" or "LETTERBOX". WIDTH and HEIGHT - desired dimensions of the video. FRAMERATE - desired video frame rate (or zero if no frame rate conversion is required).

**-effects [EFFECT\_NAME] [EFFECT\_SETTINGS]** – specifies the video effects to be added to the output. Possible effects and options include:

- brightness [VALUE]. [VALUE] is the integer value from the range [-255 to 255].
- contrast [VALUE]. [VALUE] is the integer value from the range [-100 to 100].
- gamma [VALUE]. [VALUE] is the float value from the range [0.10 to 5.00].
- filter [VALUE]. [VALUE] is one of the following: *blackandwhite*, *negative*, *sepia*.

- **textcaption** [TEXT] [HALIGN] [VALIGN] [SIZE]. [TEXT] is the quoted title or caption for your video. [HALIGN] defines the horizontal alignment of the caption with: *left*, *center* or *right*. [VALIGN] defines the vertical alignment of the caption with: *top*, *center* or *bottom*. [SIZE] sets the text height using an integer value from the range [1 to 72].
- **rotate** [ANGLE]. [ANGLE] is the integer value defining the rotation of the video using one of the following: 90, 180, or 270.
- **flip** [FLIP\_OPTION]. [FLIP\_OPTION] is defined using: *horizontal*, *vertical* or *both*.
- **watermark** [IMAGE\_PATH] [SIZE] [OPACITY] [HALIGN] [VALIGN] [HOFFSET] [VOFFSET]. [IMAGE\_PATH] is the quoted absolute path to the watermark image file location. [SIZE] is the integer percent value compared to the output frame [1 to 100]. [OPACITY] is the percent opacity of the image [1 to 100]. [HALIGN] defines the horizontal alignment of the caption with: *left*, *center* or *right*. [VALIGN] defines the vertical alignment of the caption with: *top*, *center* or *bottom*. [HOFFSET] determines the horizontal offset as an integer percent value [0 to 50]. [VOFFSET] determines the vertical offset as an integer percent value [0-50].
- **trim** [START] [END]. [START] and [END] are the timestamp of the output video start and end markers respectively in *milliseconds*.
- **crop** [X1] [Y1] [X2] [Y2]. [X1] sets the left edge of the cropped video in percent [0 to 100]. [Y1] sets the top edge of the cropped video in percent [0 to 100]. [X2] sets the right edge of the cropped video in percent [0 to 100]. [Y2] sets the bottom edge of the cropped video in percent [0 to 100].

**-hide** - hide the Prism window.

**-show** - show the Prism window.

**-exit** - exit Prism.

"*Files to Add*" is where you type in the files you want to load into Prism. All typed filenames must use the full filepath of the name, and circumfixed with inverted commas.

### Examples:

```
prism.exe -format .mp4
```

```
prism.exe -format "iPhone 4"
```

```
prism.exe -outfolder "C:\My Videos";
```

```
prism.exe -hide
```

```
prism.exe "C:\My Documents\video.avi"
```

```
prism.exe -effects brightness 50 gamma 1.53 contrast 20
```

```
prism.exe -effects filter sepia textcaption "hello from commandline" left top 12 rotate 90 flip both
prism.exe -effects watermark "D:\watermark.png" 50 50 left top 5 6 trim 0 5000 crop 10 10 85
90 noisereduction 0.35 0.33
```

```
prism.exe -convert "C:\My Videos\video.avi" -format .mp4 -overwrite ALWAYS
```

```
prism.exe -convert "C:\My Videos\video.flv" -format .mpg -overwrite APPENDNUMBER
"%filename%-%number%"
```

```
prism.exe -convert "DVD:C:\My Videos\Flying Daggers" -settings .mp4 iPod 512 768 23
-overwrite APPENDNUMBER "%filename%-%number%"
```

```
prism.exe -convert "DVD:C:\My Videos\Flying Daggers" -format "iPhone 4S" -settings .mp4
H264 512 768 23 -overwrite APPENDNUMBER "%filename%-%number%"
```

Unless you are in the Prism folder you will need to replace "prism.exe" from above with the full path "C:\Program Files\NCH Software\Prism\prism.exe" like this:

```
"C:\Program Files\NCH Software\Prism\prism.exe" -convert "C:\My Videos\video.avi" -format
.mp4
```

### Settings Options:

The following details what parameters to enter when using the "-settings" options. Note the order in which the parameters are written is the order in which they must be typed. Additionally, all parameters must be entered, otherwise the command will not take effect.

Note the possible combination of values that can be entered depend largely on the codec, so you need to open Prism and determine beforehand what values you can use for the codec in question.

Also note that when converting for preset devices, mp4 is the only supported output format, so please always use .mp4 to set preset device settings.

**.avi** [VIDEO\_ENCODER] [AVERAGE\_BITRATE] [MAXIMUM\_BITRATE]  
[QUALITY\_RATEFACTOR] [SAMPLE\_RATE] [CHANNELS] [SOUND\_BITRATE]

- VIDEO\_ENCODER - either "MPEG4", "H264", "DVPAL" or "DVNTSC"
- AVERAGE\_BITRATE - average bitrate in kbits per sec (ignored when using H264 or DV)
- MAXIMUM\_BITRATE - maximum bitrate in kbits per sec (ignored when using H264 or DV)
- QUALITY\_RATEFACTOR - quality (ratefactor) in the range 51.0 to 1.0 (only used by H264)
- SAMPLE\_RATE - entered in Hz e.g. 8000
- CHANNELS - either 1 or 2
- SOUND\_BITRATE - sound bitrate in kbits per sec (ignored when using DV)

Examples:

- -settings .avi MPEG4 768 1000 0.0 44100 2 128
- -settings .avi DVPAL 0 0 0.0 48000 2 0
- -settings .avi H264 0 0 24.0 48000 2 256

**.wmv and .asf** [VIDEO\_ENCODER] [VIDEO\_BITRATE] [SOUND\_ENCODER\_INDEX]  
[SAMPLE\_RATE] [CHANNELS] [SOUND\_BITRATE]

- VIDEO\_ENCODER - either "WMV8" or "WMV9"
- VIDEO\_BITRATE - video bitrate in kbits per sec
- SOUND\_ENCODER\_INDEX - zero based index of the sound encoder
- SAMPLE\_RATE - entered in Hz e.g. 48000
- CHANNELS - either 1 or 2
- SOUND\_BITRATE - sound bitrate in kbits per sec

Examples:

- -settings .wmv WMV8 512 1 32000 2 32
- -settings .asf WMV9 1024 2 44100 2 48

**.mpg** [VIDEO\_ENCODER] [AVERAGE\_BITRATE] [MAXIMUM\_BITRATE] [SAMPLE\_RATE]  
[SOUND\_BITRATE]

- VIDEO\_ENCODER - either "MPEG2" or "MPEG1"
- AVERAGE\_BITRATE - average bitrate in kbits per sec
- MAXIMUM\_BITRATE - maximum bitrate in kbits per sec
- SAMPLE\_RATE - entered in Hz e.g. 44100
- SOUND\_BITRATE - sound bitrate in kbits per sec

Examples:

- -settings .mpg MPEG2 4000 9000 44100 128

**.3gp** [VIDEO\_ENCODER] [AVERAGE\_BITRATE] [MAXIMUM\_BITRATE] [WIDTH] [HEIGHT]  
[SOUND\_ENCODER] [SOUND\_BITRATE]

- VIDEO\_ENCODER - either "H263" or "MPEG4"
- AVERAGE\_BITRATE - average bitrate in kbits per sec
- MAXIMUM\_BITRATE - maximum bitrate in kbits per sec
- WIDTH - desired width of the video (ignored when using MPEG4)
- HEIGHT - desired height of the video (ignored when using MPEG4)
- SOUND\_ENCODER - either "AMR" or "AAC"
- SOUND\_BITRATE - sound bitrate in kbits per sec

Examples:

- -settings .3gp H263 128 256 176 144 AMR 7.40
- -settings .3gp MPEG4 768 1000 0 0 AAC 64

**.mp4**

[VIDEO\_ENCODER] [AVERAGE\_BITRATE] [MAXIMUM\_BITRATE]  
[QUALITY\_RATEFACTOR] [SOUND\_BITRATE]

- VIDEO\_ENCODER - either "H264", "MPEG4" or "PSP" (if converting for preset devices, do not use "MPEG4")
- AVERAGE\_BITRATE - average bitrate in kbytes per sec (ignored if H264 or PSP)
- MAXIMUM\_BITRATE - maximum bitrate in kbytes per sec (ignored if H264 or PSP)
- QUALITY\_RATEFACTOR - quality (ratefactor) in the range 51.0 to 1.0 (ignored if MPEG4)
- SOUND\_BITRATE - sound bitrate in kbytes per sec

Examples:

- -settings .mp4 H264 0 0 23.0 32
- -settings .mp4 MPEG4 768 1000 0.0 64
- -settings .mp4 PSP 0 0 18.5 112

**.mov** [QUALITY\_RATEFACTOR] [SOUND\_BITRATE]

- QUALITY\_RATEFACTOR - Quality (ratefactor) in the range 51.0 to 1.0
- SOUND\_BITRATE - sound bitrate in kbytes per sec

Examples:

- -settings .mov 23.0 128
- -settings .mov 30.6 64

**.flv** [VIDEO\_ENCODER] [AVERAGE\_BITRATE] [MAXIMUM\_BITRATE]

[QUALITY\_RATEFACTOR] [SOUND\_BITRATE]

- VIDEO\_ENCODER - either "H264" or "FLV1"
- AVERAGE\_BITRATE - average bitrate in kbytes per sec (ignored if H264)
- MAXIMUM\_BITRATE - maximum bitrate in kbytes per sec (ignored if H264)
- QUALITY\_RATEFACTOR - quality (ratefactor) in the range 51.0 to 1.0 (ignored if FLV1)
- SOUND\_BITRATE - sound bitrate in kbytes per sec

Examples:

- -settings .flv FLV1 128 256 0.0 32
- -settings .flv H264 0 0 21.0 64

## Related Programs

You may find the following list of software useful in conjunction with Prism:

- [VideoPad](#) Designed to be intuitive, VideoPad is a fully featured video editing program for creating professional looking videos in minutes. Making movies has never been easier.
- [PhotoStage](#) Make video slideshows from your digital photos with PhotoStage. Slideshows are a great way to preserve your memories in a format you will be proud to share.
- [Debut](#) Capture video files on your computer with this easy video recorder software.
- [Broadcam](#) Allows you to stream video or camera output on a website.
- [Pixillion](#) Pixillion is a free graphics file converter. Your files can be converted to many other formats including jpeg, gif, png, bmp and more.
- [Golden Videos](#) Golden Videos is software for converting your old VCR tapes to DVDs or video files using your PC.
- [Switch Audio Format Converter](#) This specialist converter for audio files supports over 30 sound file formats.
- [Eyeline Video Surveillance](#) A security application that records camera video. The cameras can be viewed across a network and can be motion controlled.
- [A full list of great software products available from NCH Software.](#)

# NCH Software Suite

This is a useful way to browse all the software available from NCH Software

You can see a set of products by type like Audio, Video and so on and view the product. From there you can try out the product and it will download and install it for you to trial. If you already have the product installed then you can click "Run It Now" and the program will be launched for you.

There is also a list of features for products in the category. Click on a feature, such as "Edit a Video File", to install a product with that ability.

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Browse our website for more software.

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If you reside in the United States, NCH Software and you agree to arbitrate all disputes and claims between us. This agreement to arbitrate is intended to be broadly interpreted. References to "NCH" "you," and "us" include our respective subsidiaries, affiliates, agents, employees, predecessors in interest, successors, and assigns. This arbitration agreement does not preclude you from bringing issues to the attention of U.S. federal, state, or local agencies. Such agencies can, if the law allows, seek relief against us on your behalf. This Agreement evidences a transaction in interstate commerce, and thus the Federal Arbitration Act governs the interpretation and enforcement of this provision. This arbitration provision shall survive termination of this Agreement.

A party who intends to seek arbitration must first send to the other, by certified mail, a written Notice of Dispute ("Notice"). The Notice to NCH should be addressed to:

Legal Department  
NCH Software, Inc.  
6120 Greenwood Plaza Blvd, Ste 120  
Greenwood Village CO, 80111  
USA

("Notice Address"). The Notice must (a) describe the nature and basis of the claim or dispute; and (b) set forth the specific relief sought ("Demand"). If NCH and you do not reach an agreement to resolve the claim within 30 days after the Notice is received, you or NCH may commence an arbitration proceeding. The amount of any settlement offer made by NCH or you shall not be disclosed to the arbitrator.

A. The arbitration will be governed by the Commercial Arbitration Rules and the Supplementary Procedures for Consumer Related Disputes (collectively, "AAA Rules") of the American Arbitration Association ("AAA"), as modified by this Agreement, and will be administered by the AAA. The AAA Rules are available online at adr.org, by calling the AAA at 1-800-778-7879, or by writing to the Notice Address. The arbitrator is bound by the terms of this Agreement. All issues are for the arbitrator to decide, including issues relating to the scope and enforceability of the arbitration provision. Unless NCH and you agree otherwise, any arbitration hearings will take place in Greenwood Village Colorado. If your claim is for \$10,000 or less, we agree that you may choose whether the arbitration will be conducted solely on the basis of documents submitted to the arbitrator, through a telephonic hearing, or by an in-person hearing as established by the AAA Rules. If your claim exceeds \$10,000, the right to a hearing will be determined by the AAA Rules. Regardless of the manner in which the arbitration is conducted, the arbitrator shall issue a reasoned written decision. NCH will pay all AAA filing, administration, and arbitrator fees for any arbitration initiated in accordance with the notice requirements above. If, however, the arbitrator finds that either the substance of your claim or the relief sought in the Demand is frivolous or brought for an improper purpose then the payment of all such fees will be governed by the AAA Rules. In such case, you agree to reimburse NCH for all monies previously disbursed by it that are otherwise your obligation to pay under the AAA Rules. In addition, if you initiate an arbitration in which you seek more than \$75,000 in damages, the payment of these fees will be governed by the AAA rules.

B. The arbitrator may award declaratory or injunctive relief only in favor of the individual party seeking relief and only to the extent necessary to provide relief warranted by that party's individual claim. YOU AND NCH AGREE THAT EACH MAY BRING CLAIMS AGAINST THE OTHER ONLY IN YOUR OR ITS INDIVIDUAL CAPACITY, AND NOT AS A PLAINTIFF OR CLASS MEMBER IN ANY PURPORTED CLASS OR REPRESENTATIVE PROCEEDING. Further, unless both you and NCH agree otherwise, the arbitrator may not consolidate more than one person's claims, and may not otherwise preside over any form of a representative or class proceeding. If this specific provision is found to be unenforceable, then the entirety of this arbitration provision shall be null and void.

C. Notwithstanding any provision in this Agreement to the contrary, we agree that if NCH makes any future change to this arbitration provision (other than a change to the Notice Address) you may reject any such change by sending us written notice within 30 days of the change to the Arbitration Notice Address provided above. By rejecting any future change, you are agreeing that you will arbitrate any dispute between us in accordance with the language of this provision.

D. To opt out of this Arbitration Agreement and class action waiver send an Opt Out notice to the Notice Address stating "I am electing to opt out of the Arbitration Agreement and class action waiver contained in the Legal Terms applicable to my purchase of an NCH product." Your Opt Out Notice must include the date and proof of purchase. The Opt Out Notice must be postmarked no later than thirty (30) days after the date of purchase. A separate Opt Out Notice must be sent for each product purchased.

## Google Authorization Process on Windows XP and Vista

Extra steps are required to give Prism authorization to upload to Google Drive and/or YouTube when running on Windows XP or Windows Vista:

1. Click **Authorize...** in the **Authorization** dialog.
2. In the web page that opens, sign in to your Google account, if required.
3. Confirm that you authorize Prism to access the requested features.
4. Copy the **Authorization Code** provided by Google and paste it in the **Authorization confirm** dialog in Prism.
5. Click **Ready** to confirm that authorization is complete.

# Finalize a Project - Sharing a Video

## Sharing a Video

You can share or upload your video to any of the following services:

- [Dropbox](#)
- [Vimeo](#)
- [Flickr](#)
- [Google Drive](#)
- [Microsoft OneDrive](#)
- [Twitter](#)
- [YouTube](#)

## Reset account credentials - Reset account

If you are logged into one of your cloud or social media accounts in Prism for easy upload to the cloud, use the **Reset Account Credentials** dialog to log out of your account. This dialog can be reached in the Options dialog on the Social Media tab. Click the **Reset/Sign Off from connected accounts** button. Then, select the account that you would like to reset from the list and click OK.

For more information on the social media and cloud accounts available for use in Prism to share videos, click on the links below:

- [Dropbox](#)
- [Vimeo](#)
- [Flickr](#)
- [Google Drive](#)
- [Microsoft OneDrive](#)
- [Twitter](#)
- [YouTube](#)

## **Screen References - Custom Frame Rate**

This dialog allows you to set up the frame rate (number of frames per second) for your video. In the Custom Frame Rate dialog that opens, input the frame rate and click OK.

## **Screen References - Custom Resolution**

This dialog allows you to set up the resolution for your video during saving.

In the Custom Resolution dialog that opens, input the width and height in pixels and click OK.

# Screen References - Preview Video

The preview dialog has five buttons:

- **Return To Start (Home):** Clicking here will return you to the start of the video. It is like an instant rewind to the start of your video.
- **Step Back (Left):** Clicking this button will move you a little bit further back in the video. It is like hitting "Rewind" on your video player, then pressing "Pause" straight away.
- **Play/Pause (Space):** This button is similar to the Play and Pause buttons on your video player. Clicking Play will start the video playing, then clicking it again will Pause the video.
- **Step Forward (Right):** Clicking this button will move you a little bit forwards in the video. It is like hitting "Fast-Forward" on your video player, then pressing "Pause" straight away.
- **Go To End (End):** Clicking here will take you to the end of your video. It is like an instant fast-forward to the end of your video.

Below the video there is a timeline. You can click any position on the timeline to instantly go to that time of your video. It is like instantly rewinding or fast-forwarding until you reach that position in your movie. You can also drag the red cursor line on the timeline to watch as the video rewinds or fast-forwards if you would like.

There are 3 preview modes available:

- **Fit to window:** This mode is the default. The video is resized to fit the preview area. After selecting this mode and if the window is shorter than the default height, the window height is increased to the default value. The mode also automatically switches to this once the window is resized (e.g. by dragging a window edge).
- **Fit to screen:** The window is stretched to fill the available area in the screen and the video is resized to fit the preview area.
- **Actual size:** The window is resized such that the preview area matches the actual size of the video. If the video size is larger than the available area (e.g. 1080p video in a 720p screen) then the mode is automatically switched to **Fit to screen**.

Also you can press **Alt + Enter** to toggle full screen mode.

## Screen References - GIF Encoding Settings

Select the quality of your GIF from the **Quality** dropdown list. Low output quality will convert faster. High output quality will take more time to convert.

Select the checkbox for **Looping** if you want your GIF to repeat itself endlessly.

## Screen References - Custom Resolution

This dialog allows you to set up the resolution for your video during saving. To set a custom resolution, click the Save button on the toolbar and select the Disc: Make Data Disc, Computer/Data, Portable Device, Image Sequence, or Stereoscopic 3D options. From the Resolution drop menu, select Custom.

In the Custom Resolution dialog that opens, input the width and height in pixels and click OK. If **Keep aspect ratio** checkbox is available, you can check it to retain the same aspect ratio when changing the width or height.

## Screen References - Custom Frame Rate

This dialog allows you to set up the frame rate (number of frames per second) for your video. To set a custom frame rate, click the Save button on the toolbar and select either of the Disc: Make Data Disc, Computer/Data, Portable Device, or Stereoscopic 3D options. From the Frame Rate drop menu, select Custom.

In the Custom Frame Rate dialog that opens, input the frame rate and click OK.

The default frame rate is **Variable Frame Rate (VFR)** but the dialog allows the user to select **Constant Frame Rate (CFR)** by selecting the **Constant frame rate** checkbox.

## Screen References - Select Stream

Select an audio stream **Audio Stream:**

Select an audio stream from the file

**Don't ask me again**

Suppress the popup dialog to select audio stream

# Screen References - Video Effects

The Video Effects dialog allows you to add effects to your video and make simple edits before converting. Open the Video Effects dialog by clicking the Effects button at the bottom of Prism's main screen.

- Select 'Apply to selected file(s)' to apply effects to selected files only.
- Select 'Apply to all files' to apply effects to all files in the file list.

## Color Change

- Adjust the brightness, contrast, and gamma settings of your video by dragging the corresponding sliders left or right.
- Apply color filters to your video by selecting a filter from the drop-down list.
- Click the 'Reset Defaults' button to reset to the original color settings.

## Text Caption

- Use the alignment buttons to right, center, or left justify your text, or to vertically align it to the top, center or bottom of the video.
- Enter text to create a title or caption for your video. Type any combination of %YYYY%, %MM%, %DD%, %HH%, %MIN% or %SS% to insert current year, month, day, hour, minute or second. Type %time% or %timenoms% to insert video absolute time.
- Click the Font button to select a font, font style, size, text effects, color, and to view a sample of the text.
- Choose a color for the text and for the background directly behind the text.
- To display the date and time of the original recording as a text overlay in the converted video, select the checkbox next to "Display original video timestamp". The original date and time will only display if it is included in your file's metadata. 'Time part of Date-Time is supported only by MKV/WebM and ASF/WMV formats. For more information on viewing or editing your metadata, please see the [tag editor help page](#).
- Click the 'Reset Defaults' button to remove the text and reset to the original settings.

Note: Any text added will appear for the entire duration of the video.

## Rotate and Flip

- Rotate your video by 90, 180, or 270 degrees by clicking the rotate buttons.
- Check 'Flip horizontally' or/and 'Flip vertically' to apply flipping to your video.
- Click the 'Reset Defaults' button to turn off the rotation effect.

## Watermark

- Enable - If the Enable checkbox is ticked, all future image conversions will have the watermark image applied.
- Browse button and image name - Click the browse button to choose a watermark image. When a watermark image has been selected, the image file name will appear next to the Browse button.
- Size (%) - Slide to adjust the size of the watermark image. The maximum size will not exceed the converted image's post-conversion width or height.
- Filter - Select "Sharp square pixels" (best for low resolution images), or "Smooth blurry pixels" (best for photographs and scanned images).
- Opacity (%) - Slide to reduce the watermark image opacity to increase the visibility of the converted video from behind the watermark image.
- Alignment - Click the 3x3 grid of buttons to align the watermark image to different snapping points on your converted video.
- Horizontal offset (%) - Offset inwards from the left or right edge. Only available if the image is not centered horizontally.
- Vertical offset (%) - Offset inwards from the top or bottom edge. Only available if the image is not centered vertically.

- Click the 'Reset Defaults' button to remove the watermark and reset to the original settings.

## Edit Video

On the Edit Video tab are tools to trim, split and crop your video. On the right of the dialog you will see a video player with a timeline and play control buttons:

- Play/Pause the video(**Shift + Space**) button.
- Step backward(**Ctrl + Left**) allows you to move videoposition to the previous video frame.
- Step forward(**Ctrl + Right**) allows you to move videoposition to the next video frame.
- Dragging the timeline cursor or clicking on the timeline will change the video position.

**Trim.** To trim your video drag **Start** and **End** markers to the desired output video positions.

The Start marker is red and the End marker is blue. Pressing the **OK** button will apply the trim effect and close the dialog. Your output video will contain only the selected video region. The following buttons are related to the Trim tool:

- [ **Start(Ctrl + ,)** sets the start marker to the current video player cursor position. You can also enter an exact time code in the edit control next to the [ Start button and press **Enter** to change the **Start** marker position.
- ] **End(Ctrl + ,)** sets the end marker to the current video player cursor position. You can also enter an exact time code in the edit control next to the ] End button and press **Enter** to change the **End** marker position.

**Split.** To split your video, set the video player cursor position to the desired split position and press the **Split (Ctrl + S)** button. Two new files will be added to the Prism Main Dialog and to your output folder in the same format as the original video. They will be named filename\_1, filename\_2, etc. If you want to trim and split your video, you need to select the trim region (set

and **End** markers before clicking the Split button. The video will always be split into 2, if you want to split a video into more than 2 sections, you will need to split the video created by your first split into additional segments.

**Crop.** Use crop to remove a border from an image clip, black bars from a video or to focus on a portion of your video. To crop the video, adjust the Left (X1), Top (Y1), Right (X2) or Bottom (Y2) parameters by moving the sliders to crop pixels from that edge of the clip. Use the Restraint dropdown if you want to select the aspect ratio of your video and maintain those proportions while cropping. The dotted border on the preview will display the crop. The crop will be applied to your converted video. You can also edit the crop on the preview. Hover your mouse over one of the squares in the border, it will become a double-sided arrow, then click and drag to adjust the borders. To move the crop, place the mouse in the middle of the cropped area and it will become a four-sided arrow, click and drag to move the cropped area.

**Speed (%).** To adjust the speed of your video, set the Speed parameter above/below 100% to increase/decrease the video speed.

Click the 'Reset Defaults' button to disable trimming, remove cropping and reset the speed to normal.

For additional video editing tools, we recommend that you try VideoPad Video Editor by clicking on the Edit your video now link. Designed to be intuitive, [VideoPad](#) is a fully featured video editor for creating professional quality videos in minutes. Making movies has never been easier.

## Screen References - JPEG Codec Settings

Select a JPEG encoding quality:

- Best - 100%. Lossless compression. Compression ratio is very low.
- High - 85%. High quality. Compression ratio is low.
- Average - 70%. Average quality. Compression ratio is normal.
- Low - 50%. Low quality. Compress ratio is high.
- Poor - 30%. Poor quality. Compression ratio is very high.

## Screen References - PNG Codec Settings

Select a PNG encoding quality:

- Best - Use lossless compression (large file)
- Normal - Use 8-bit palette (256 colors max)
- Low - Use 4-bit palette (16 colors max)
- Poor - Use 1-bit palette (2 colors max)

## **Screen References - Speech Recognition Settings**

Switch uses a speech recognition engine to generate a rough approximation of the words spoken in an audio file. Choose an engine and profile from the list.

## Screen References - Options ~ Overwrite

The Options~Overwrite tab is where you specify what Prism will do when creating a new video file and it finds the file name already exists.

The options are:

- **Prompt for what to do:** Prism will ask if you want to overwrite the existing file or not.
- **Overwrite the file:** Prism will overwrite the existing file with the new file.
- **Don't convert the original file:** Prism will cancel the conversion of the original file.
- **Abort file conversions:** Prism will cancel all subsequent file conversions.
- **Append number to file name:** Prism will automatically create a new file name by appending a number to the original filename. You can use Format field to specify a pattern for new file names. Use %filename% and %number% macros as a placeholder for the original filename and the generated number.

# Screen References - Options ~ Conversions

**Files and Formats** From the Files and Formats section, you can specify what happens if you tell Prism to convert a file to the same format it is already in (i.e., from avi to avi).

The options are:

- **Convert anyway:** Select this option if you are changing codec, resolution, or the bitrate of a file during conversion.
- **Copy file directly to destination folder:** Selecting this option will copy the video to the output folder without converting.
- **Do not convert:** Select this option if you do not want duplicate format conversions to take place.

## *Delete Source file after conversion*

Tick this checkbox if you would like Prism to remove the source file after successful conversion.

## *Delete partially converted temporary files (when canceling conversion)*

Tick this checkbox if you would like Prism to delete the temporary output files if the conversion process is canceled.

## *Truncate audio track at the end of video so that video/audio have same duration*

Ticking this checkbox guarantees converted video/audio track will have same length. If you want the whole audio track to be processed instead of being truncated to the end of video, please un-tick it.

## *Video converted from still image should have a duration of*

The number here, in seconds, is the duration that still images will be given when converted to any video format.

## **Errors**

From the Errors section, specify what to do if an error is detected during the conversion process.

The options are:

- **Ignore error and continue converting other files:** Prism will skip over the error and continue converting the selected files.
- **Abort file conversions:** Prism will discontinue converting after all already started conversion finish.

## **Decoder Options**

### *Use FFmpeg decoder*

You can set up Prism to use its own built-in codec instead of DirectShow to decode the file. Sometimes this can help to decode files that can't be properly decoded by DirectShow. If this option is selected, you will be prompted to download the required codec component from the NCH website.

### *DVD preferred language*

Select your preferred language for DVD content. Prism will use this setting to pick a language when converting DVDs. Here are the codes for the most popular languages:

- **EN** - English
- **ZH** - Chinese
- **ES** - Spanish
- **JP** - Japanese
- **FR** - French
- **DE** - German
- **PT** - Portuguese
- **AR** - Arabic

- **KO** - Korean
- **IT** - Italian
- **SV** - Swedish

### **Window Access**

*Convert in background*

You can set up Prism to be able to move/minimize its window while conversion is in progress by ticking this checkbox.

# Screen References - Options ~ General

The Options~General tab is where general conversion options for Prism are set.

## Conversion Process

- Run with lower priority - Prism will run at a lower priority. Select this if you wish to continue using other programs while Prism is converting videos.
- Number of simultaneous conversions - Set the number of files you want to convert at the same time

## Context Menu

*Add Prism to the Windows Explorer right-click menu* Selecting this option will add 'Convert with Prism' to the menu when you right click on a file in Windows Explorer.

## Other

- Duration of the preview (secs): Specify the length of the preview in seconds.
- Play sound on completion of the conversion process: Select this option if you want a short sound to be played when the conversion process is finished.
- Bring Prism window to front when the conversion process finishes: Select this option to make the Prism window pop up to front when the conversion process is finished.
- Prompt for remove file confirmation: Select this option to add a prompt whenever remove file is clicked
- Apply added effects on every conversion until manually cleared

## Screen References - Options ~ File Properties

The Options~File Properties tab is where you specify default metadata values.

You can also make metadata changes from the Tag Editor. Any changes made in the Tag Editor supersede the default values in the Options dialog. To open the Tag Editor, use the shortcut Alt + T or right-click on a file and select Tag Editor from the context menu.

File Properties tab includes the following tags:

- **Comment:** contains general comments about the file or the subject of the file.
- **Edited By:** contains the name of the person or software package used to create the file.
- **Encoded By:** contains the name of the software or library that encoded the content. The value of this tag can be changed only in the registered version of Prism.
- **Producer:** contains the name of the producer of the content.
- **Copyright:** contains a copyright message for the content. The text of a copyright message does not conform to any standard. Individual companies can use whatever format is appropriate.
- **If the title tag is empty, use file name:** This will by default use the file name as the title for the file.
- **Use the file creation date as the Create Date tag value:** The create date of the file will be recorded.

Note: The Create Date tag is not the same as Create Date Time tag which is determined by your system and is not editable.

## Screen References - Options ~ Social Media

If you are logged into one of your cloud or social media accounts in Prism for easy upload to the cloud, use the Reset Account Credentials dialog to log out of your account. This dialog can be reached in the Options dialog on the Social Media tab. Click the **Reset/Sign Off from connected accounts** button. Then, select the account that you would like to reset from the list and click OK.