

Adobe Premiere Pro Best Practices & Workflow Guide

For Long Form and Episodic Post Production

Working with Productions

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Productions

Productions in Premiere Pro provides a new framework for organizing multi-project workflows and collaboration using shared local storage. Productions represents the culmination of our Shared Projects approach to local collaboration.

Links

You will find some useful links here later.

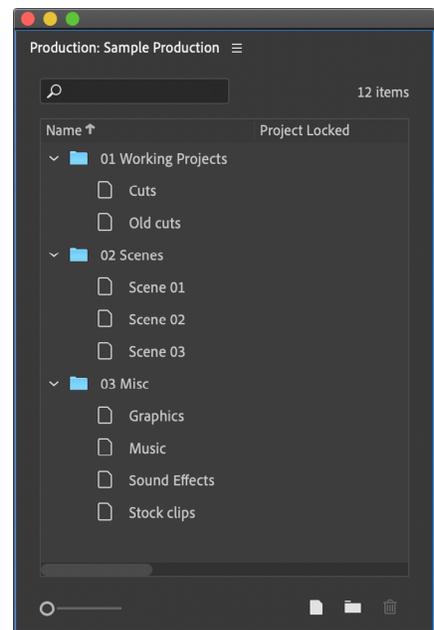
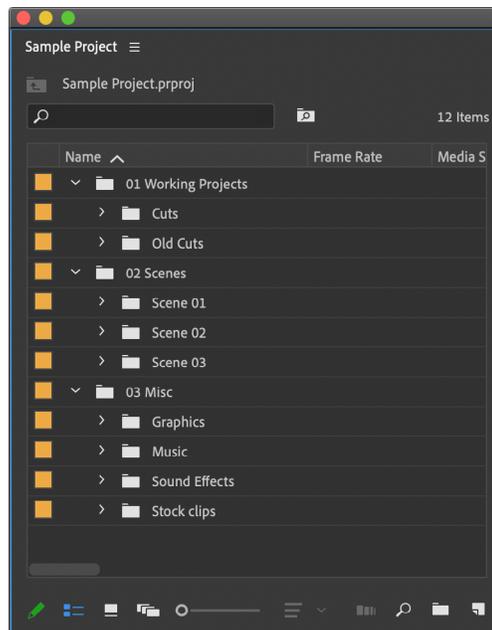
What is a Production?

A Production is a collection of Premiere Pro project files inside a folder that can be thought of as a cohesive unit. While the goal of Productions is to be flexible and not prescribe how editors use them, a good starting point is to think about a Production as an evolution of a project file.

What used to be a single .prproj file is now a Production folder and what used to be a bin inside the .prproj file is now a component project inside the Production folder.

Left: A standard Premiere Pro Project, where all the assets, bins and sequences live in one large project.

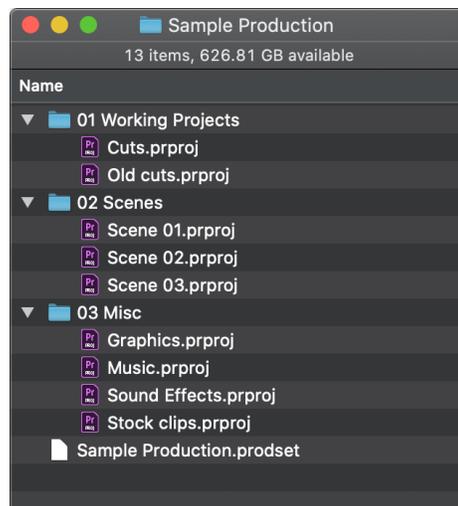
Right: A Premiere Pro Production, where multiple project files live together.



The File System on the disk has the exact same structure as the Premiere Pro Production.

The .prodset file is the settings for the Production.

⚠ Do not open, move or rename this file.



Productions and the file system

Because a Production is a folder on disk it has unique behaviors compared to a traditional project file.

Actions performed in the new Production panel are reflected in the file system and vice versa, forming the backbone of the powerful new collaboration possibilities available to editors working in a Production.

Productions don't need
an internet connection,
and work with any Creative
Cloud license.

Comparing Productions and Team Projects

Team Projects is Adobe's cloud native collaboration system for Premiere Pro and After Effects. A [Team Project](#) lives in Creative Cloud and allows teams to collaborate no matter where they are located, provided they have an internet connection.

Alternatively, Productions live on a local or shared storage and do not require an internet connection or specific Creative Cloud license to function. A Team Project can be converted to a standalone project file and added to a Production.

Benefits of a Production Workflow

While Productions are a natural fit for large, complex projects like those found in film & TV, Premiere Pro editors working on projects of any size can benefit from working with Productions.

Break up large projects for speed and organization

In a Production only the clips and sequences that are open are using system memory and processing power. By breaking up clips, sequences, and other project items into smaller component projects inside a Production any editor can benefit from faster open and save times. No more waiting for the entirety of your large project to load before being able to work on the one section you need.

Avoid duplicate clips

Before Productions, Premiere Pro required every clip in a sequence to have a corresponding Master Clip somewhere in the same project. This meant that when sharing sequences back and forth between editors it was common to accumulate duplicate clips.

In a Production, clips in a sequence can refer back to the Master Clips in the project they came from. Performing edits across projects or moving sequences between projects no longer generates duplicate clips.

Easily reuse projects

The project files inside a Production can be treated as reusable components. Instead of importing thousands of sound effects into your edit project to audition them, for example, import and organize them in a sound effects project that you add to all of your Productions for easy access.

Collaboration

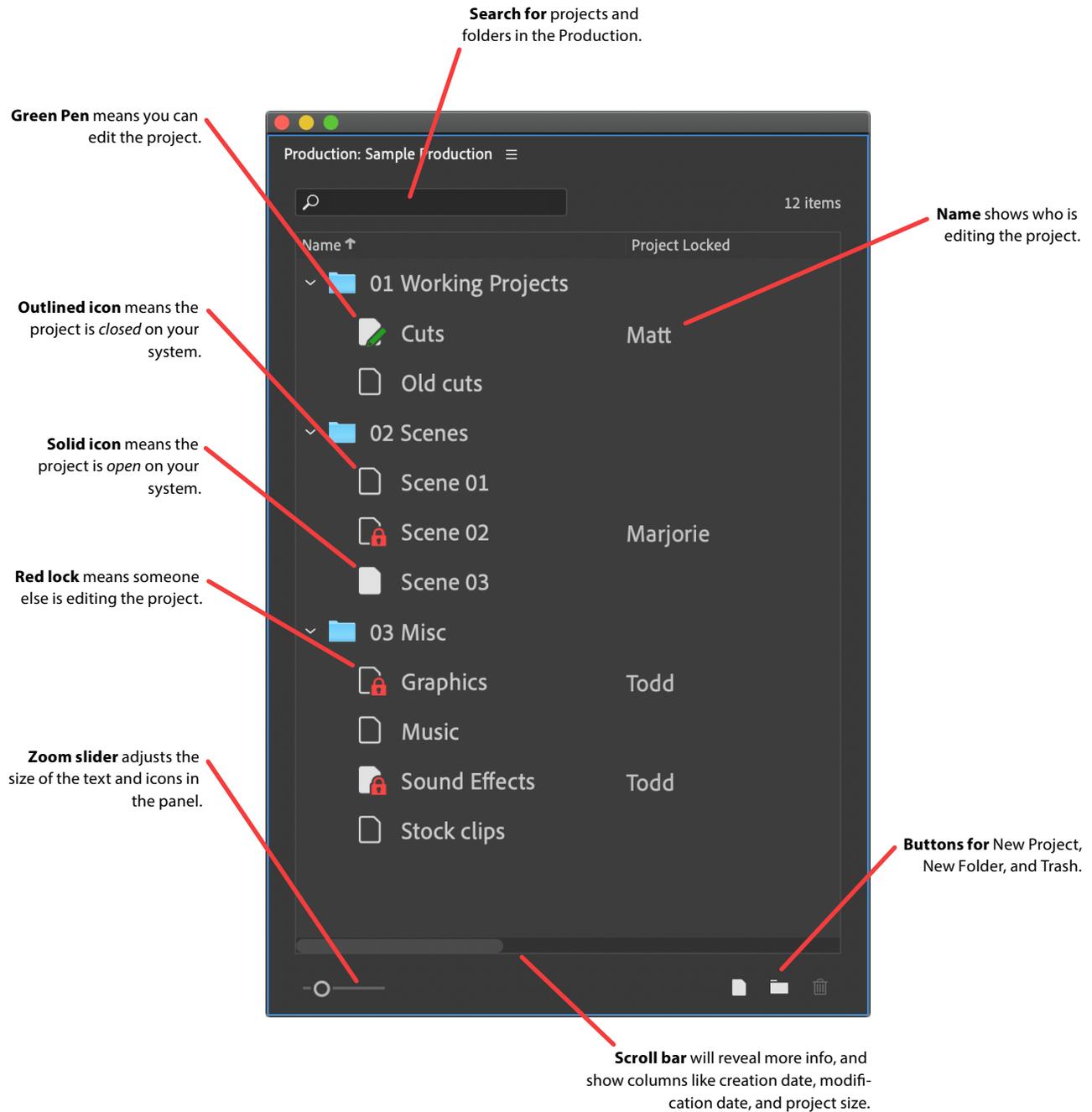
Individual editors can use Productions on their local storage and get all of the above benefits. Editorial teams working with Productions on shared storage systems unlock a new workflow designed to keep everyone organized and efficient while also preventing conflicts.

The first editor to open a project in a Production gets a "lock" on it that other editors can see in their Production panel. Anyone can open a locked project to play a sequence, export, or copy elements out, but no changes can be made unless the editor has the lock.

The Production Panel Interface

The Production panel gives you a bird's eye view of all your projects and shows you who is working on what so you and your team can track your progress.

Here's an overview of the Production Panel and the icons, buttons and other user interface elements you will see when working with a Premiere Pro Production.



Project Locking

Projects displayed in the Production panel can be in one of three states:



Open, Read/Write: Projects in this state have a solid icon with a green pen indicating that only you are able to edit the project. Other editors may have your project open but they can only view it, not make changes. The User Name you entered in [Preferences > Collaboration](#) is shown next to this project in the *Project Locked* column. You can move or rename this project in the Production Panel.



Open, Read Only: Projects in this state have a solid icon and may have a red lock. In either case you are not able to modify the project, only view it. If a red lock is present it means another editor has the project open Read/Write and their name will appear next to the project.

Any open Timeline or Project panels from these projects will have a lock icon in the panel tab. You cannot move or rename projects in this state. Holding Cmd/Ctrl while double clicking a project will open it in Read Only mode.



Closed: Projects in this state have an outlined icon and may have a red lock. In either case the project is closed on your system and not using any memory or processing power. If a red lock is present the name of the editor working in the project appears next to the project.

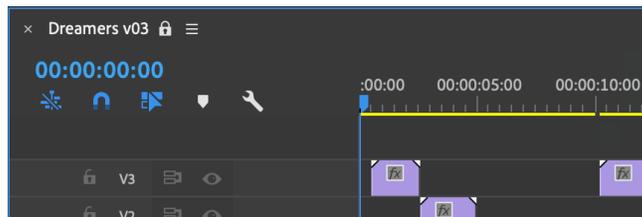
You can move or rename closed projects only if they do not have a red lock icon.

Working in a Read Only project

Although you can't do any editing tasks in a Read Only project, a variety of tasks can still be performed without changing the project:

- Load clips and sequences into the Source Monitor
- Set In/Out points and perform edits from the Source Monitor
- Play sequences in the Timeline and Program Monitor
- Export media, XML, AAF, EDL, etc.
- Copy project items into a project that is open Read/Write

Lock icon next to sequence name indicates no changes can be made.



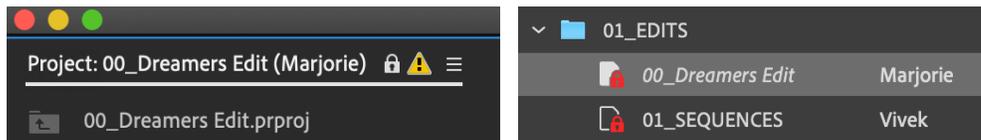
Refresh Notifications

While working in a Read Only project, if the user who is editing the project saves new changes Premiere Pro will show a notification. The notification is not an error but simply information that you are no longer looking at the most current version of the project. When this happens the Project panel will show a small yellow alert triangle. ⚠

The Production panel will also italicize the name of the project with changes.

Left: Notification in Project panel. Alert triangle means that the project has been changed.

Right: Italicized project in Production panel.



To see the new changes, use *Refresh Project* in the panel menu of the Project panel, or **File > Refresh All Projects**. You can assign keyboard shortcuts to both of them of course. The *Refresh* command is also found in the context menu if you right-click on a project in the Production panel.

Shared Storage Systems

Productions can be saved anywhere you already work with a single project file, however a networked shared storage system is required for a team of editors to collaborate in a Production.

Productions in Premiere Pro are flexible and designed to work on a wide range of available storage solutions. Because Productions can work on many systems it is not possible for Adobe to validate compatibility for specific storage systems.

Before purchasing or renting a shared storage solution, ask if it has been tested to work with Productions in Premiere Pro. In general, here are some best practices for using Productions on shared storage:

- **Network Attached Storage (NAS)** systems usually offer multiple ways to connect. When choosing between options like SMB, AFP, or NFS always prefer connecting with SMB.
- **Premiere Pro can handle translating path differences** between macOS and Windows. For best results on macOS make sure the same volume name is used on all systems. On Windows make sure to map the share to a drive letter that is the same on all systems.
- **Other types of shared storage systems** that use proprietary file systems or client applications to connect can work with Productions assuming they provide updates to the file system in a way Premiere Pro can understand. Check with the storage provider to see if they support Productions.
- **Scratch disks** (Auto Save, Preview Files, etc) are safe to put on shared storage. Productions will set the scratch disks next to the Production folder by default and the location can be configured in Production Settings.
- **Media Cache Files** and Media Cache Database are recommended to stay either in their default location on the system boot drive or on a separate fast SSD directly attached to each workstation. Adobe does not recommend and cannot support configurations where Media Cache files are placed on shared storage.
- **Like with traditional hard drives**, a faster connection will generally yield better performance. A 1Gbps connection speed per workstation is the minimum for working in a Production. For greater than HD frame sizes and larger Productions a faster connection like 10Gbps is recommended. The more users working simultaneously in a Production, the faster the storage system and network need to be.
- **While it is safe to store a production in a consumer file syncing service** (Dropbox, Google Drive, etc), doing so is not recommended to simulate a shared storage system. **Collaboration with Productions is not designed to work with these services.** See the section titled "Decentralized Collaboration with Productions" for an example of how to share Productions without a shared storage system.

A note on server time

Core parts of collaborating with Productions rely on the timestamps of files as reported by the file system. With shared storage systems there is usually a configurable date & time setting.

Always check that your editing system time matches the storage server's time.

The easiest way to ensure this is to set the server to communicate with a NTP time server. If this is not an option, manually setting the time as close as possible will work. Make a note to check the server time every so often to make sure it has not drifted. More than a few minutes drift in either direction can lead to unexpected behavior.

The editing system time must match the storage server's time.

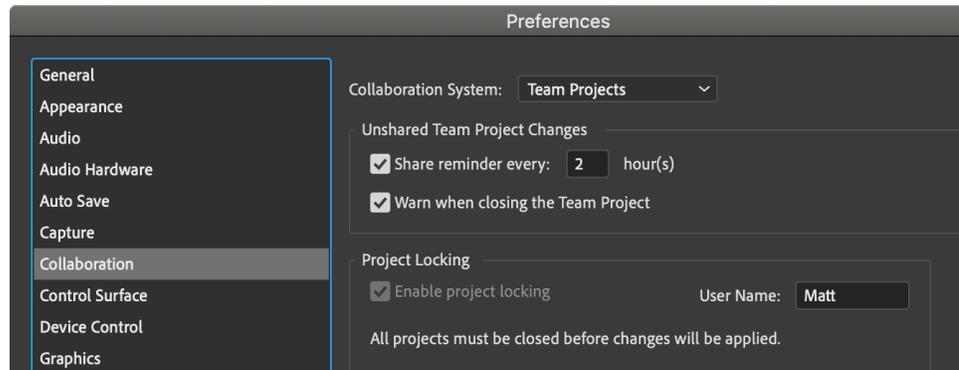
Creating a Production

A few settings in Premiere Pro are recommended when working in a Production:

Turn XMP ID off when working from shared media. If it gets modified, or the clocks are not in sync, Premiere Pro may start re-generating waveforms etc.

- In **Preferences > Media**, **uncheck** the following:
 - Write XMP ID to Files on Import.
 - Write Clip Markers to XMP.
 - Enable Clip and XMP Metadata Linking.
- In **Preferences > Collaboration**
 - Make sure *Enable Project Locking* is **checked**.
 - Enter a *User Name* that others will see when you open a project.
- Choose **Window > Workspaces** and **uncheck** *Import Workspaces from Projects*. This avoids having your workspace change when opening projects used by other editors.

Project Locking settings in the Collaboration preferences.



What is XMP?

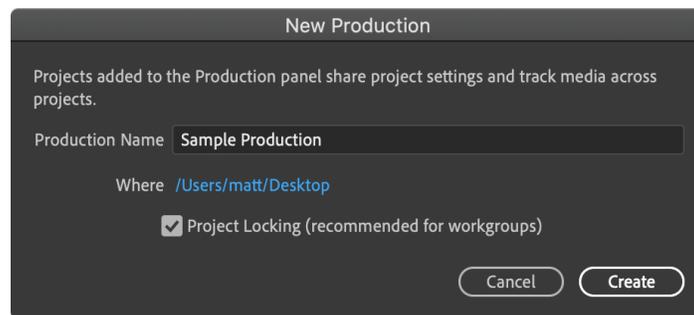
Adobe's [Extensible Metadata Platform](#) (XMP) is a file labeling technology that lets you embed metadata into files themselves during the content creation process. Premiere Pro can use XMP to track separate media files that may have similar attributes like video files with the same file name from the camera.

Most solo editors are not affected by these settings, but they can be negatively impact collaborative teams working on a shared storage system. See *“Decentralized Collaboration with Productions”* for an example of a workflow that benefits from turning on these features.

Steps to create a Production

1. Choose **File > New > Production...**
2. Give your Production a name. This will also be the name of the folder on disk.
3. Click the blue path text to select a location to save the Production folder. For collaboration, make sure to save the Production on your shared storage.
4. Click *Create*.
5. The Production panel is opened and your first project is created for you.

The New Production dialog box.



After creating your Production, choose **File > Production Settings** to configure the settings for your Production. These settings apply to all users who open the Production. See the section on *“Production Settings”* for more information.

Opening an Existing Production

Opening a project that is part of a production will also open the production. Editors used to opening their project from Finder/Explorer or the welcome screen recent list can continue to do so.

1. From the welcome screen or with a standalone project open choose **File > Open Production**
2. Select a recently used Production from the dropdown menu and click *Open*, or click *Browse* and navigate to an existing Production folder and choose it.

The Open Production
dialog box.



Opening Productions

When an existing production is first opened and none of the projects are opened, only the Production panel will be visible.

Opening a project will also open the rest of the Premiere Pro interface.

Unlike standalone project files, only one Production can be open at a time. Projects that live outside a Production can be opened while a Production is open. Premiere Pro's welcome screen will show a list of most recently used projects, including projects that are part of a Production.

Opening a project that is part of a Production (via that list or a double click on disk) will also open the Production.

To import an existing project into your Production, see "*Add Project to Production*" below.

Building Out a Production

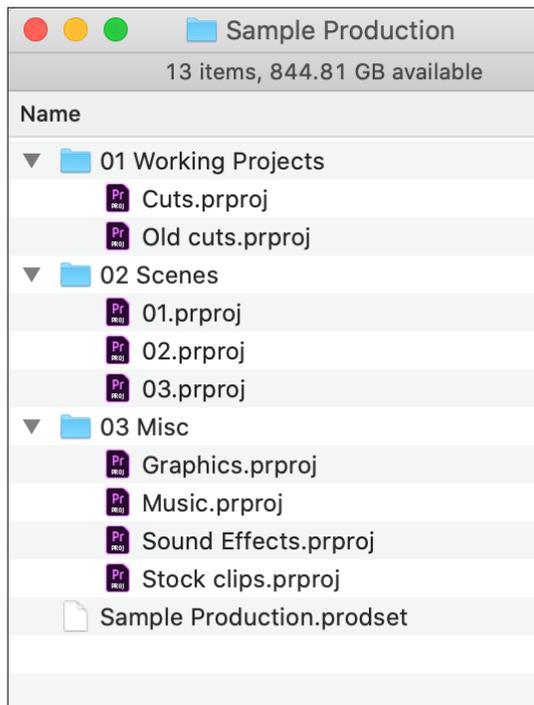
Productions are designed to be flexible to allow for any number of workflows. How you organize your projects and folders is completely up to your needs. If you're not sure where to start, consider the structure in the image on page 4.

What would have been a bin in a single project is now a project inside the Production.

For collaboration, keeping projects small means you are less likely to have two editors needing to both be working in the same project at the same time.

NOTE: The production folder is designed to only contain Premiere Pro project files.

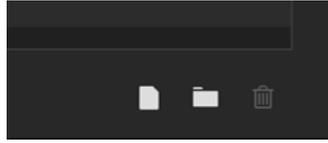
! Do not store media or other files in your production folder!



New project

Click the *New Project* button or choose *New Project* from the context menu. Give the project a name and click OK. When in a Production, **File > New Project** will create a new project in the Production panel as opposed to a standalone project.

The left icon is the New Project button.



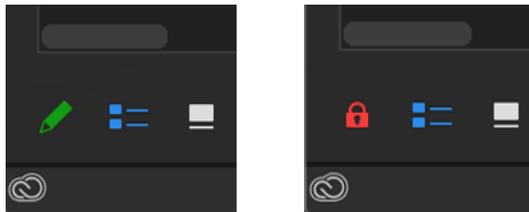
New folder

Click the *New Folder* button or choose *New Folder* from the context menu. Give the new folder a name and click OK.

Moving and renaming projects and folders

Projects can be moved or renamed if you have them open read/write (green pen icon) or if they are closed with no red lock. Folders can be moved or renamed if all of the projects inside are in one of these states.

Project panel lock icons.



Changing project lock status

A project that is open read/write (green pen icon) can be changed to read only without closing the project so that others can then open and modify the project while you keep viewing it. Click the green pen button in the Project panel or right-click on the project in the Production panel and choose *Read-Only Mode*.

A project that is open in read only mode (solid icon, no lock or pen) can be changed to read/write mode if no other editor has it open in read/write mode. Click the red lock icon in the Project panel or right-click on the project in the Production panel and choose *Read-Write Mode*.

Adding an existing project to a Production

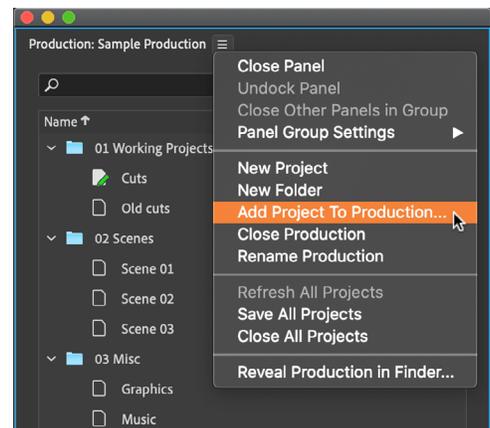
To incorporate existing project files into your Production, use the *Add Project To Production* command.

The **Add Project To Production** command upgrades the project version if necessary. It also ensures the project isn't a duplicate.

Right-click in the Production panel or use the Production panel menu to choose *Add Project To Production* and then choose a project on disk.

Premiere Pro will make a copy of the project inside the Production. The process will also upgrade the project version if necessary and ensure it is not a duplicate.

While it is possible to add project files to your Production via the file system directly, avoid doing so unless you are certain the project comes from the same version of Premiere Pro and is not a duplicate of an existing project in your Production.



If you're not sure, use the **Add Project To Production** command.

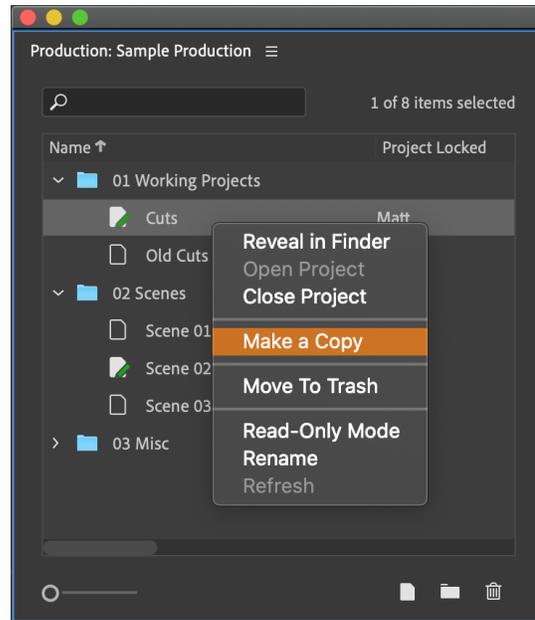
Make a Copy of a project

If you need to make an exact copy of an existing project file, right-click on it in the Production panel and choose *Make a Copy*. Doing this from inside the Production panel allows Premiere to make sure that the unique ID inside the project file is not duplicated. Avoid making duplicates directly in the file system, Finder, or Explorer.

See "A note on duplicate projects" below.

Make a copy of a project using the *Make a Copy* command.

! Do not make copies directly in your file system.



Using a template project or production

Building out a production that can then be used as a template for future productions is a great way to ensure consistency. After you have set up a production to your liking, copy it to a new location, making sure the folder name isn't changed. Open the production and use the *Rename Production* command found in the Production panel menu to give it a new name.

If you have a template project file you like to use instead, make sure that you add it to your new productions using the *Add Project to Production* command found in the Production panel menu.

Using the trash

When a project or folder in the Production panel is no longer needed it can be sent to the trash. Select the project(s) or folder(s) and click the trash button. Projects and folders can also be dragged to the trash. The trash will not appear in the main Production panel list until a project or folder has been sent to the trash.

Emptying the trash

! Careful when emptying the trash.

Right-click on the trash in the main Production panel list and choose *Reveal in Finder/Explorer*. From within Finder or Explorer delete any items you are sure you no longer need.

Remember that deleting items on network storage cannot be undone.

A note on duplicate projects

! Avoid duplicating projects in Finder or Explorer. This will create exact duplicates, and you'll have two projects with the same ID.

Every project file has a unique ID inside of it that Premiere Pro uses to keep track of clips as they move across projects inside a Production. It is important that no two projects in a Production folder have the same ID. **Avoid duplicating projects in Finder or Explorer.**

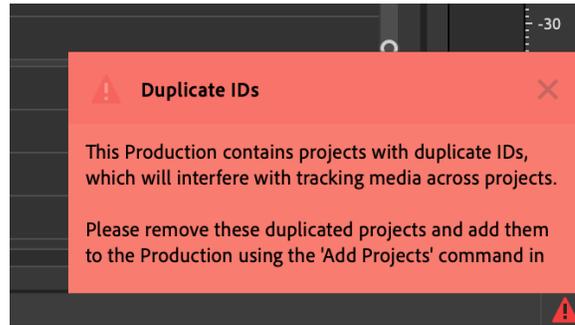
Always use the *Add Project To Production* command when bringing a project into your Production. Use the *Make a Copy* command if you want an exact copy of an existing project.

If projects with duplicate IDs are found in the Production folder Premiere Pro will show an alert event notification in the bottom right corner of the screen.

If you see an alert about Duplicate IDs

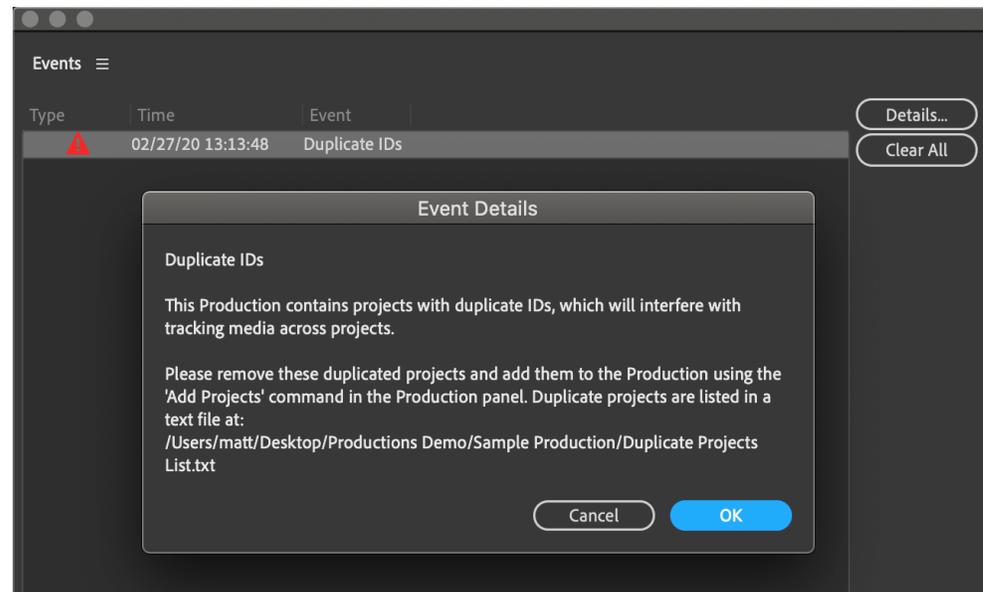
If two projects in the Production share the same ID, functions like *Reveal in Project* and others can be negatively impacted. Premiere Pro displays a warning to let you know that one or more projects in the Production folder share the same ID.

When duplicate Project IDs are detected, Premiere Pro throws an alert.



Click the red alert icon to open the Events panel where you will get more information about the problem—plus a guide for solving the problem.

Opening the Events panel explains how to resolve the issue.



When Premiere Pro detects duplicate project IDs in the Production folder, a text file is also created in the root of the Production folder that lists the duplicate projects so you can easily find and remove them. You can use the *Reveal Production in Finder/Explorer* command in the Production panel menu to quickly open the Production folder.

Look for a text file called *Duplicate Projects List.txt*. This text file will disappear when there are no more duplicates in the Production.

If you need both copies of a duplicated project, move one outside the Production folder and then add it back using the *Add Project to Production* command found in the Production panel menu.

Production Settings

Similar to project settings in a standalone project file, each Production has settings that are applied to the entire Production. When collaborating inside a Production every editor will see the same shared settings for the Production. Choose **File > Production Settings** to find the settings as described below.

General settings

The renderer setting applies to all systems that are working in the Production. For situations where a system isn't able to match the exact renderer specified in the Production settings Premiere Pro will choose the closest available.

The project setting checkbox *"Display the project item name and label color for all instances"* does not appear in Production settings. See the sections on *Clip Name* and *Label Color* later in this document.

Scratch disk settings

A Production's scratch disks default to *Same as Production* which means the folder that contains your Production folder will also contain your scratch disk folders. For editorial teams collaborating on shared storage it is important that the scratch disk folders be set to a shared location that all edit systems will be able to access.

Media referenced using Motion Graphics Templates or Creative Cloud Libraries will only be available to all edit systems if the scratch disk setting is set to a shared location.

Auto Save

If you need to recover a file from Auto Save, navigate to the scratch disk location for Auto Save and locate the project file that matches the name of the project you are looking for. There will always be one copy of the project with no user name or timestamp in the file name – this will always be the most recent Auto Save.

Older copies of the project will have a timestamp and the user name appended in the format ***ProjectName-YYYY-MM-DD_HH-MM-SS-UserName.prproj***

Ingest settings

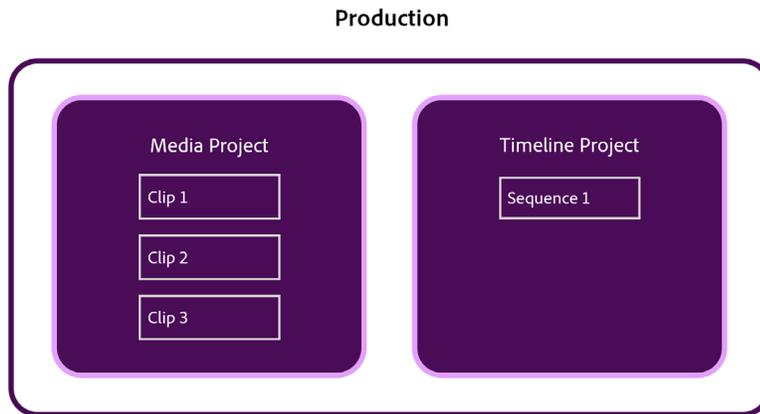
Ingest settings are disabled for Productions. Proxy files can still be created by selecting clips and choosing **Proxy > Create Proxies** or **Attach Proxies** from the context menu. See FAQ for more information on ingest settings.

Preview files rendered by one editor can be available for all editors who use that project.

Understanding Clips in a Production

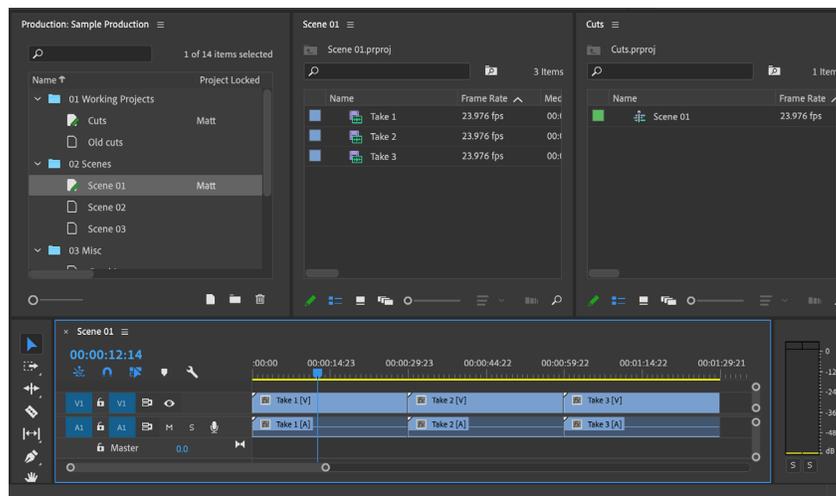
Before Productions, if a clip existed in a sequence it would always have a corresponding Master Clip in the same project as the sequence. Moving sequences across projects resulted in all the dependent clips coming across as well, often meaning projects contained duplicate Master Clips.

Productions in Premiere Pro bring a new model of clip referencing. While it may seem like a small technical detail, *this new model is arguably the most important part of how productions work*. To understand this new model of clip referencing imagine a production simplified down to two projects: a **media project** containing clips and a **timeline project** containing a sequence with those clips in it:



In a production, as clips are edited from the media project into the sequence in the timeline project, no new master clips appear in the timeline project. If the media project has 100 clips and all of them are cut into the sequence, the timeline project will still only have 1 item: the sequence. The clips in the sequence instead refer back to the original master clips in the media project. As sequences are moved between projects in a production, no duplicate clips are created in the projects!

Clips in the Scene 01 project exist in the sequence in the Cuts project without duplicates.



For workflows requiring duplicate clips to be created, using the Duplicate command or Copy/Paste or holding Cmd/Ctrl and dragging will create duplicate items.

This new clip referencing model only applies when working inside a production. If two standalone projects are open like in the above scenario, you will see the same behavior Premiere has always had: a clip in a sequence requires a corresponding master clip somewhere in the project.

There is no preference to turn on this referencing model outside of a production nor is there a way to turn it off if working inside a production; it is a fundamental feature to working with productions. This new clip referencing model also changes the default behavior when dragging items (clips, sequences, etc) between projects in a production. Outside of productions this operation would be the equivalent of a copy and paste: both projects would end up with copies of the items. In a production, the default behavior is a move. The items leave the origin project and land in the destination project.

Reveal in Project

Right-clicking on a clip in a sequence and choosing *Reveal in Project* will bring forward the appropriate project containing the original Master Clip and select the clip in question. If the project file is not currently open it will be opened. If the project is opened but the original Master Clip is no longer in the project, Premiere will offer to scan any other open projects to attempt to locate the clips.

In the rare case that doesn't work, see the *Reassociate Master Clips* command below.

Generate Master Clips for Media

This command in the Edit menu applies to a selection of clips in a timeline. When used, any selected clips in the active timeline will lose their links back to the original Master Clips and have new Master Clips created for them in the same project as the sequence.

This is useful, for example, if you receive a project file from a Production containing only a sequence and wish to restore it to a standalone state with Master Clips. This command can be undone.

Another use for *Generate Master Clips* is to prepare a sequence for turnovers. Duplicate the sequence into an empty project, then select all the clips in the sequence and choose **Edit > Generate Master Clips for Media**. The project is now self contained and ready to send.

Reassociate Master Clips

This command in the Edit menu applies to a selection of clips in a timeline. When run you will be asked to select a .prproj file to search for Master Clips matching any of the selected clips and "reassociate" them. This can be necessary in some cases where Master Clips that were cut into a timeline have been moved from the project they were in at the time of the edit.

This command, while powerful, is not intended to be a common part of Production workflows but rather to help in rare cases when projects have been reorganized or disrupted.

Clip Markers

Premiere Pro's clip marker paradigm does not change when working in a Production. However, because Master Clips can live in projects separate from sequences where they are used there are some things to keep in mind:

- If a project with Master Clips and a project with a sequence containing those clips are both open in read/write mode then adding a clip level marker to either clip instance will cause the marker to appear on the other clip instance.
- If a clip marker is added in a sequence but the project containing the Master Clip is not open in read/write mode, the marker will exist only in the sequence. The next time both projects "see" each other (meaning they are both open read/write) the marker will appear on the Master Clip and vice versa

Label color

Label Colors do *not* sync between projects.

When a Master Clip is cut into a sequence, it will appear with the same label color it had in the project. From that point on, though, the label color is independent. If you change the label color in the sequence it will not change in the project, and vice versa.

Multiple copies of the same clip in a sequence will also not update each other; each copy has an independent label color.

Clip name

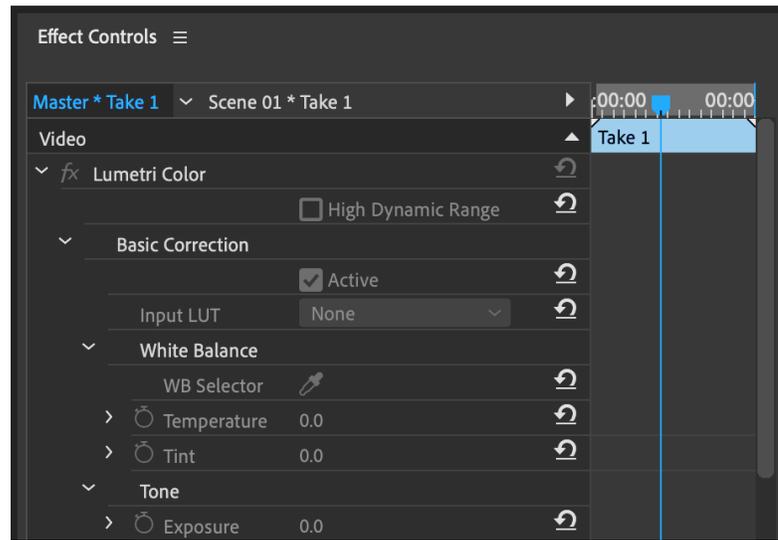
Renaming a Master Clip in a project will update the clip name in every sequence. The update will happen any time the project containing the clip and the project containing the sequence are open at the same time.

Right-clicking on a clip in a timeline and choosing Rename will open up the project containing that Master Clip so it can be renamed there.

Masterclip effects

Adding, modifying, or removing masterclip effects in a Production requires opening the original Master Clip project in a read/write state. If you select a clip in a sequence and view the *Master* tab in the Effects Control panel, any masterclip effects will be displayed but not able to be modified.

Masterclip effect parameters
can't be edited from timeline
clip instance.



The visual results of masterclip effects will still always be shown in the Program Monitor. Using the *Global FX Mute* will bypass Masterclip effects in the timeline.

Right-click on a clip in the timeline and choose *Reveal in Project* to find the Master Clip and add, modify, or remove Masterclip effects.

Multi-Camera Source Sequences

Multi-Camera Source Sequences (multicams) are handled like ordinary Master Clips from the perspective of Productions. Like with Master Clip effects, opening a multicam to modify the positions of the clips inside requires having the project containing the multicam to be open in a read/write state.

Cmd/Ctrl + double click on a multicam clip will open the project that contains the multicam and open it in the Timeline panel for you.

Additional Useful Commands in a Production

Save All

This command saves all open, writeable projects with unsaved changes. It is useful to assign an easy to remember keyboard shortcut—or even re-mapping Cmd/Ctrl+S so that every save will save all projects.

Close All Projects

This command will close all open projects and is located in the Production panel menu or the File menu.

Refresh All Projects

This command will refresh any projects open in a Read Only mode that have updates to be shown.

Reveal in Finder/Explorer

Right-click on any project or folder in the Production panel to show it in Finder or Explorer.

Reveal Production in Finder/Explorer

This command is located in the panel menu of the Production panel and will open the root level of the Production folder in Finder or Explorer.

Migrating an Existing Project to a Production

Traditional Premiere Pro projects that exist inside a single .prproj file can be easily transitioned into a Production using the following steps.

If your work uses a single project file

1. Create a new Production.
A new *Untitled* project is created and it can be left alone.
2. Use the *Add Project to Production* command to bring the existing standalone project into the Production.
3. Open the added project.
4. Create a new project for each bin, then move the contents of each bin into a corresponding project in the Production. Leave all the projects open while doing this step.
5. When the original project file is empty it can be renamed to be used later or put in the trash.

If your work uses the existing Shared Projects workflow

While Productions do replace the existing Shared Projects workflow, there are enough differences between them that it is recommended to finish any existing work using Shared Projects rather than attempt to migrate them into a Production.

If you *must* move to using Productions, combine all the media and sequences across your various projects into a single project file. Then use the **Edit > Consolidate Duplicates** command and use that new single project file to break it apart into a Production using the above steps.

If your work uses Team Projects

1. Open your Team Project.
2. Choose **Edit > Team Project > Convert Team Project to Project...**
3. Save the project file to your disk.
4. Follow the steps above to break the single project apart into a Production.

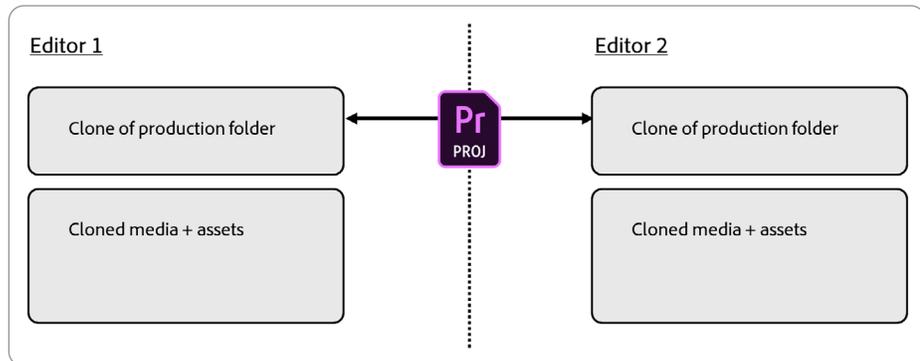
Decentralized Collaboration with Productions

A common workflow today involves multiple editors and assistants in separate locations editing with copies of the same project file linking to identical copies of the same media. Editors share project files and import new sequences to stay up to date with each other.

Team Projects is an excellent fit for many of these situations but isn't appropriate for all. For those cases Productions can be used similarly to the existing single project workflow. In fact, the concept is essentially identical but allows for key improvements:

- Rather than sending your entire copy of the project file to another editor you can put your sequence into an empty project file, send it, and the receiving editor will use the Add to Production command to bring the project file into their copy of the Production
- When receiving new sequences via the above method the clips in the sequence will automatically point to the Master Clips in the receiver's Production
- No duplicate clips will be created via this process

Decentralized collaboration
using project files to share
sequences.



Building a decentralized offline workflow

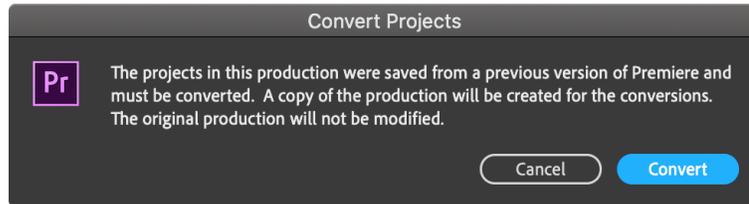
1. The bulk of media should be ingested by one editor in one Production
2. In *Preferences > Media* enable "Write XMP ID to files on import" and "Enable clip and XMP metadata linking"
3. Once initial media is imported and organized in a Production, clone the media and Production to the other locations
4. While Premiere Pro can relink and remember multiple recent paths for media if the paths are different in each location, it is best if the media is cloned in such a way that the paths are identical on each system
5. Each editor works in their copy of the Production
6. To share sequences or other elements move them into a new project
7. Send that new project file to the other editor
8. The receiving editor uses the *Add Project* command to bring the project into their Production

Updating or Renaming a Production

Before updating or renaming a Production make sure that all other users have closed Premiere Pro. Update or rename is done by a single instance of Premiere Pro.

Updating a Production

When opening a Production from an older version of Premiere Pro the Production may need to be converted.



Clicking *Convert* will make a copy of the Production folder and not touch the original. The new copy will have the new version number appended to the end of the Production folder name. All of the project files inside the Production will be converted and the newly converted Production will be opened.

Renaming a Production

1. Make sure any other editors in the Production have closed Premiere Pro.
2. Choose **File > Close All Projects**.
3. In the Production panel menu choose *Rename Production*.
4. Enter a new name and click OK.

Using the Project Manager with a Production

The Project Manager continues to operate on one project file at a time and can be used on any project inside a Production. If a project contains one or more sequences but the Master Clips are in other projects, the resulting project after using Project Manager will not have new Master Clips created.

Use the *Generate Master Clips* command in the resulting project file to create new Master Clips.

After Effects & Dynamic Link in Productions

Productions retain the full use of Dynamic Linking to After Effects compositions. Store any After Effects project files outside of the production folder; the Production panel will not show .aep files, only Premiere Pro projects.

Importing After Effects projects using Dynamic Link or using the *Replace With After Effects Composition* command from the Timeline panel work as expected in a production.

Frequently Asked Questions

Is Creative Cloud for Teams required to use Productions?

No. Every user with Premiere Pro can take advantage of Productions. Collaborating with multiple editors requires a networked shared storage solution.

Are Productions replacing single project files or Team Projects?

No. While solo editors can use Productions and benefit from some of the features, it is up to each editor whether they prefer to work in a single project file, a Production, or a Team Project.

Can I upload my Production to Team Projects?

No. A Team Project can be saved as a standalone project file and then added to a Production, but not the other way around.

Has Shared Projects been removed from Premiere Pro?

Productions replace Shared Projects, but the functionality remains in Premiere Pro with the concept of a *Project Shortcut*. With a Project panel active, choose **File > New > Project Shortcut**.

Project Shortcuts can be useful for editors working in a single project but still wanting to link to commonly used projects. Project Shortcuts can be created inside projects in a Production, though most workflows would benefit more from using the *Add Project* command to bring the project inside the Production.

Do I need a server or shared storage to use Productions?

No. Individual editors can use Productions while storing them anywhere they would normally keep a single project file. A networked shared storage solution is only required for collaborating with other editors in the same Production.

Is there a difference between a standalone project file and a project file created inside a Production?

At a basic level, no. Project files created inside a Production have the same .prproj extension and are fully complete Premiere Pro project files. They can be moved outside of a Production and opened as a standalone project.

Note in that scenario that if clips in a sequence link to Master Clips in a different project, you will not see those Master Clips when the project is opened outside of the Production. Use the *Generate Master Clips* command if you want the project to exist as a standalone project.

Can I add a project saved in an older version of Premiere Pro to my Production?

Yes. Use the *Add Project* command to add your project file to your Production. During this process Premiere Pro will update the project file if necessary.

Do Productions support macOS and Windows systems collaborating inside the same Production?

Yes. In the same way that a standalone project file can be opened on either macOS or Windows, Productions support both systems at the same time. The first time opening a Production on a new platform you may be asked to confirm the scratch disk location.

Make sure to set it to the same location on the server and Premiere can handle the translation of drive mounting between the two operating systems.

If the Renderer chosen in **File > Production Settings > General** is not available on one of the systems, Premiere will choose the next best renderer automatically. For example if a Production is created on Windows with the CUDA renderer chosen, when it is opened on macOS, Metal will be used automatically.

Can I work in multiple Productions?

Only one Production can be open at a time, but there is no limit to the number of Productions you can create or use. Choose **File > Open Production** to see a drop down menu of recently opened Productions or select recent Productions from the list of recent items on the welcome screen.

What is the .prodset file that lives inside a Production folder?

This file is used by Premiere Pro to store Production settings and other information. Do not move or modify this file.

Is there a limit to how many projects I can have in my Production?

No. Productions have been tested with large numbers of projects and performance generally scales well depending on factors such as storage bandwidth and number of simultaneous users. For better performance working in the Production panel it is advised to keep projects organized in folders of a reasonable size and to avoid a monolithic folder containing every project.

Can I use Ingest Settings with a Production?

Ingest settings are disabled in the *Production Settings* dialog because they are designed to apply to a single computer at a time. To use Ingest Settings first close your Production and create a standalone project that is saved outside of the Production folder. Set your desired Ingest Settings and import your media.

After all ingest operations have finished, save your project and close it. Open your Production and use the *Add Project* command to bring the project file into your Production. From there you can use the ingested clips normally.

Can I save other media or files in my Production folder?

Do not store any other files or media inside your Production folder. While the Production panel will only show folders and project files, any other files placed in the Production folder do have to be scanned by Premiere Pro and therefore could cause performance issues.

Can I do all my Production organization in Finder or Explorer?

For best results it is recommended to do organizational work inside the Production panel. While it is true that operations done on disk (moving files, renaming, etc) are reflected in the Production panel, doing those operations inside Premiere avoids some potential pitfalls.

For example Finder or Explorer may let you rename a project file in an instance where Premiere Pro would not due to another editor working in it. **Always avoid duplicating project files in Finder or Explorer.**

Can I take a Production home with me to continue editing and then integrate my changes to the Production living on shared storage at work?

Yes. Assuming you have a copy of the media on your laptop or external drive, you should take a copy of your whole Production folder with you. To keep things simple, do your home editing in as few projects as possible.

For best results, create a new project that contains only the sequences you are editing at home. When you return to work, open the original Production on shared storage and use the *Add Project* command to bring the home project or projects into your original Production.

See the section on "Decentralized Collaboration with Productions".