



## DURATION

9.00am - 5.00pm  
(inclusive of 1 hour lunch break)

## PREREQUISITES

Participants are required to bring their own smart mobile phone

## COURSE DATES

<https://asktraining.com.sg/course-schedule/>

## COURSE FEE

S\$708.50 (inclusive of 9% GST)

Course Code: **ASKMVE**

# Mobile Video Editing with CapCut

## COURSE SYNOPSIS

In Singapore's digital-first workplace, short-form video has become an important communication tool for marketing, training, internal updates, social media engagement, employer branding, and customer education. Organisations increasingly need employees who can create clear, engaging, and professional-looking videos quickly using accessible mobile tools.

This 1-day course is designed to help learners use CapCut to edit mobile videos confidently for workplace and business communication purposes. Participants will learn how to plan simple video content, organise media assets, trim and arrange clips, add text, music, voiceovers, captions, transitions, effects, and export videos in suitable formats for different platforms.

Through **guided demonstrations, hands-on editing exercises**, and **Singapore-based workplace examples**, learners will practise creating short videos for common business use cases such as product highlights, service promotions, event recaps, learning reflections, customer education, and professional social media posts.

The course also covers basic storytelling, pacing, mobile video composition, copyright awareness, platform suitability, and responsible content creation. By the end of the course, learners will be able to produce a simple edited video using CapCut and apply practical editing techniques to support workplace communication, digital marketing, and professional visibility.



# COURSE OBJECTIVES

By the end of this course, you should be able to:

- ✔ Plan a simple workplace video by identifying the objective, target audience, key message, video structure, and suitable platform.
- ✔ Use CapCut's core editing tools to import media, trim clips, split footage, rearrange scenes, adjust timing, and create a smooth video flow.
- ✔ Apply basic storytelling techniques to structure short-form videos with a clear opening, message, supporting visuals, and closing call-to-action.
- ✔ Enhance video quality using CapCut features such as text overlays, captions, transitions, filters, effects, stickers, music, sound effects, and voiceovers.
- ✔ Apply responsible content creation practices, including copyright awareness, use of music and images, privacy considerations, and professional online communication.



# COURSE OUTLINE

## **Learning Unit 1**

**Planning a Simple Workplace Video**

## **Learning Unit 2**

**Using CapCut's Core Editing Tools**

## **Learning Unit 3**

**Applying Basic Storytelling for Short-Form Videos**

## **Learning Unit 4**

**Enhancing Video Quality with CapCut Features**

## **Learning Unit 5**

**Responsible Content Creation and Professional Communication**