

# Handbrake Guide

**\*Please Note:** because video compression and manipulation occur outside of Taskstream, we are only able to provide limited support and do not endorse or support any specific video program.

You may download Handbrake at the following address:

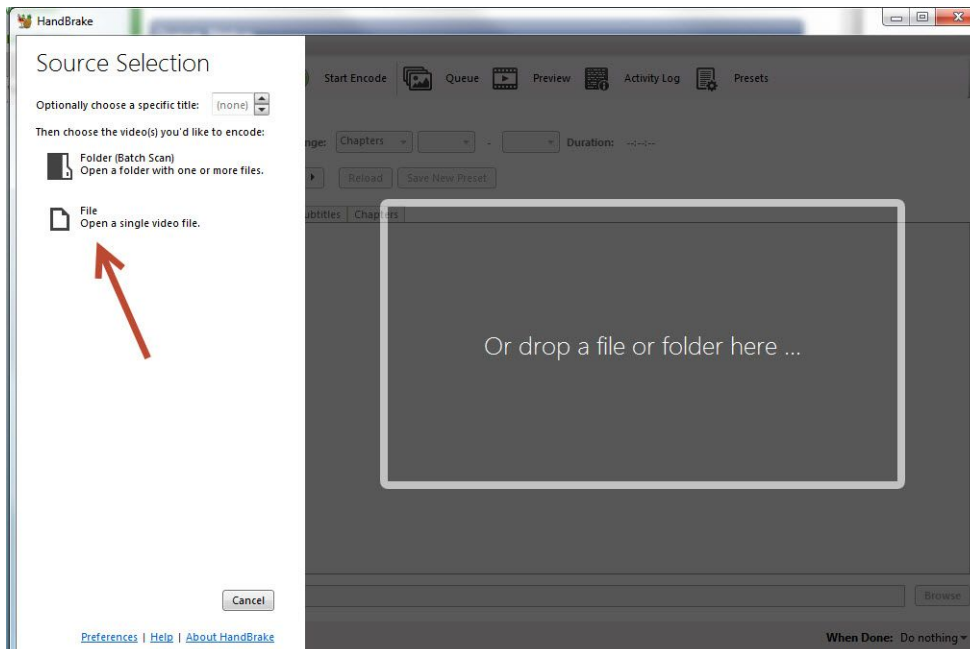
<https://handbrake.fr/downloads.php>

## 1. Import Your Video into Handbrake.

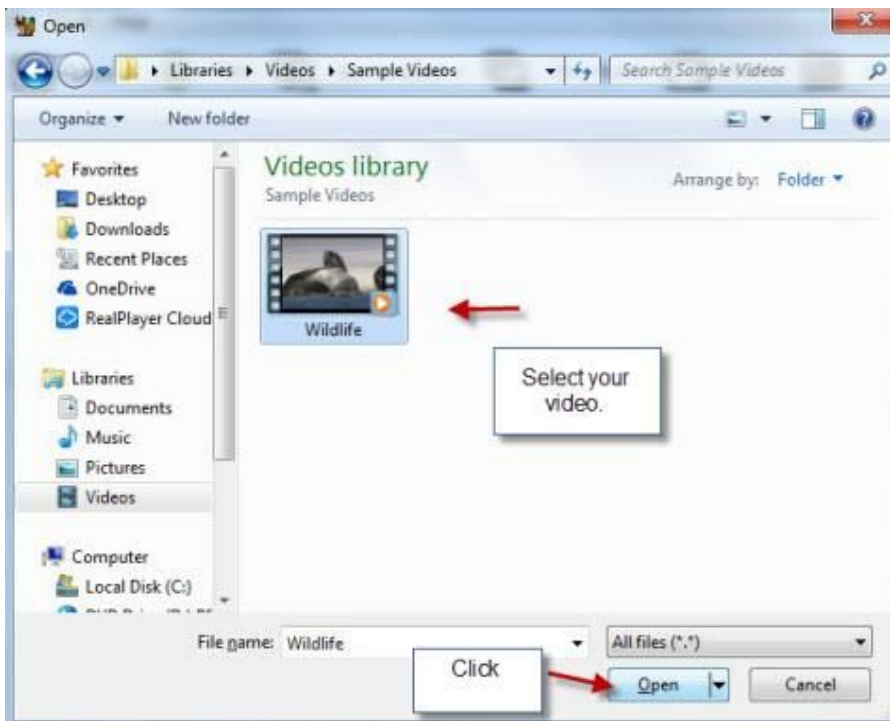
Once you open Handbrake, click on the Source button to import your video.



Click File.

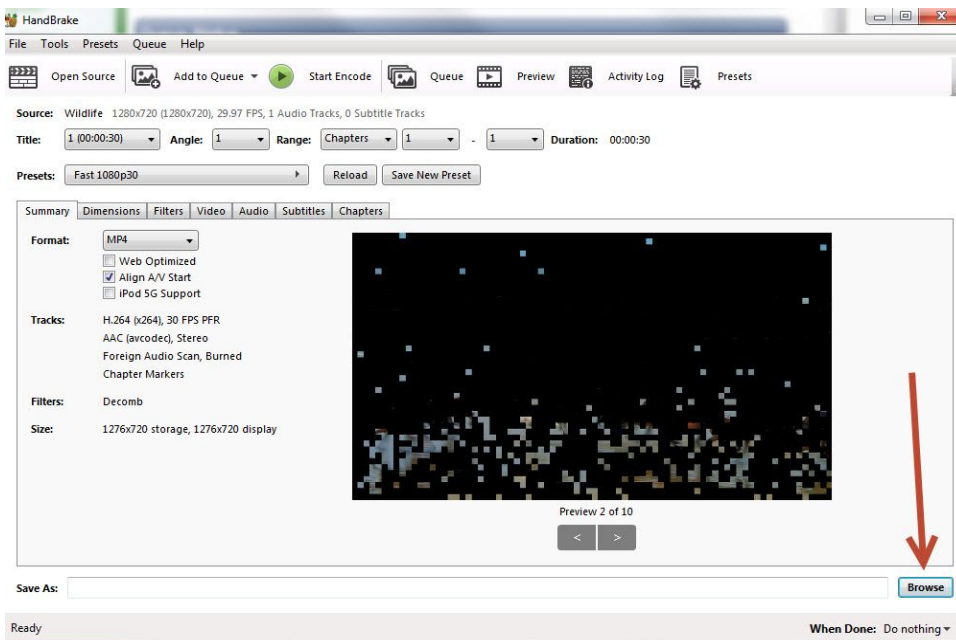


Select the video from your computer that you'd like to compress, and click open.

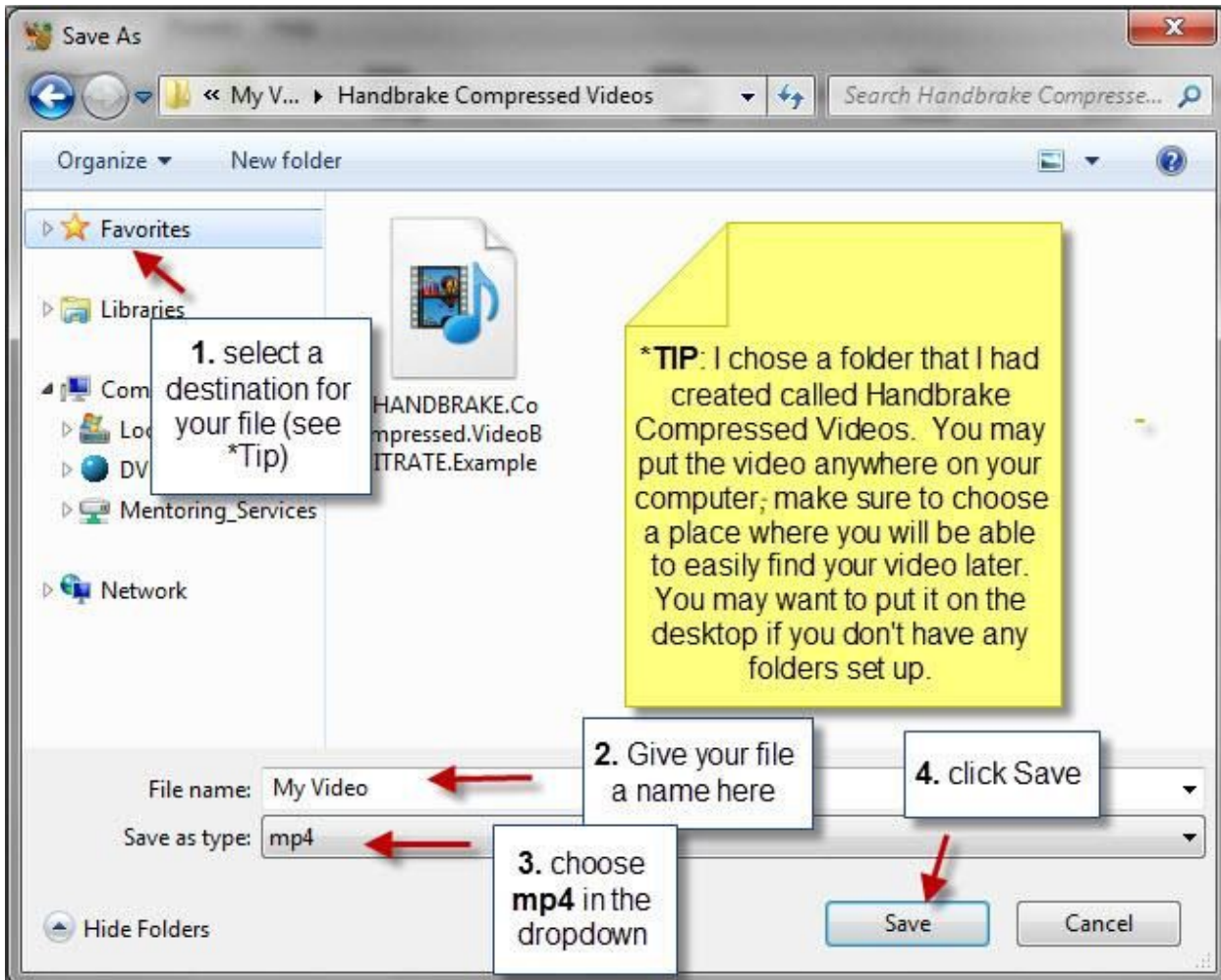


## 2. Select a destination for the new file you are about to create.

First, Click browse.

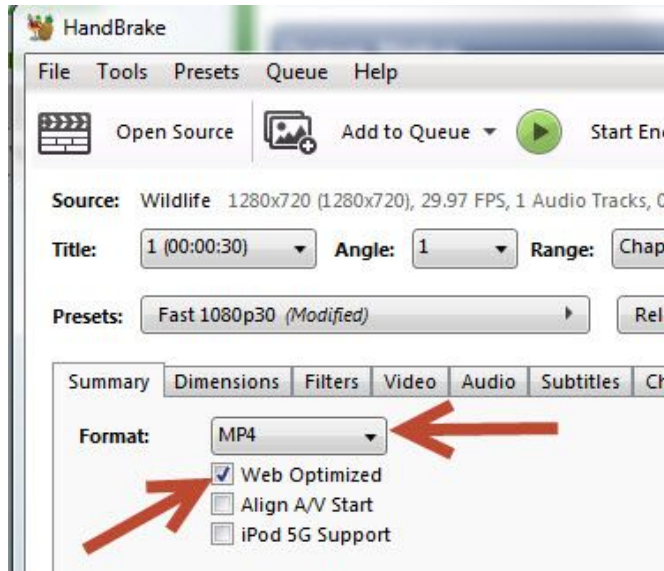


Next, choose a destination folder on your computer for your new file. Give your file a name and choose mp4 in the Save as type drop down menu. Click Save.

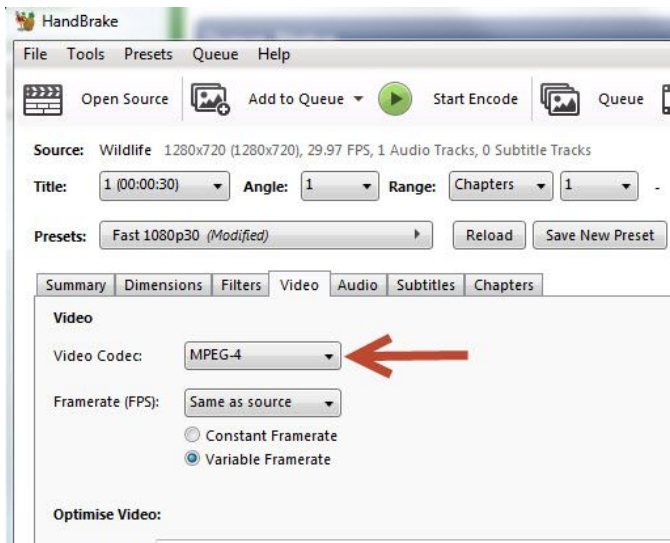


### 3. Adjust the settings.

You will be brought back to the Handbrake main page. Choose **Mp4** for container, and check the **Web Optimized** check box.

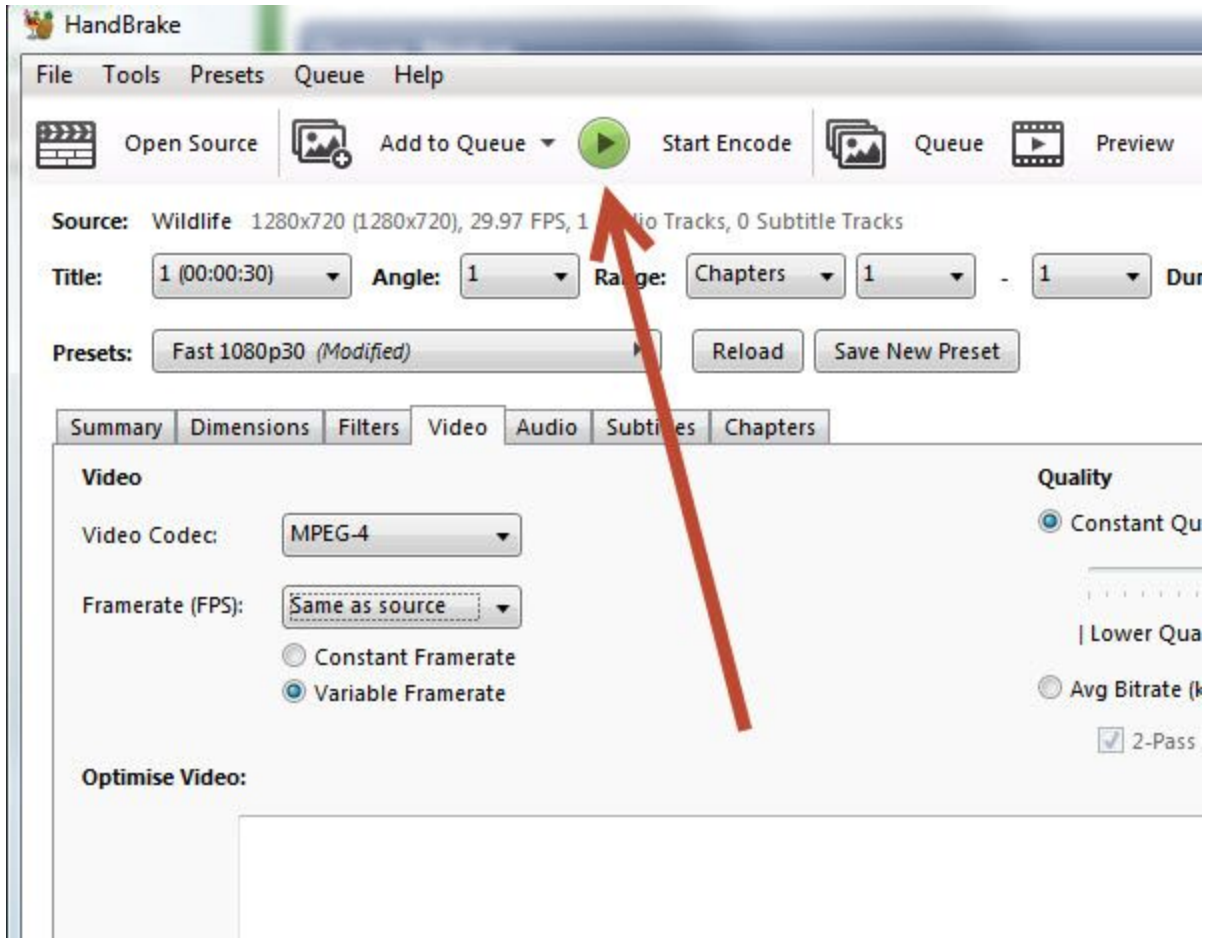


Click on the **Video** tab, and choose **MPEG-4** for Video Codec.



#### 4. Click the start button.

A progress bar will appear at the bottom of the screen. When it gets to 100%, your video will be ready.



To check the final size of the compressed video, navigate to the folder (or desktop) where you saved the compressed file. Click on the file. The size of the file is displayed on the bottom of the window. You can also right click on the file and go to Properties to get this information.