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# Appendix A

## Menus and Commands

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This chapter describes each WebAnimator menu and command in the order it appears in the menu bar. The menu bar at the top of the page and commands contained within each cascading menu change to reflect the options available for specific actions and views.

Some menu items only appear in certain views or after certain commands and elements have been selected.

### File Menu

Use the File menu to manage WebAnimator files for scenes and objects. Here you may create, open, close and save scene files and sprites, import and export objects, and work with Sprite objects. You may also get information about your scenes, and quit WebAnimator. The File menu is available from within all views. Certain commands within the File menu vary when you are in the Cel view.

File		
New	Ctrl+N	Creates a new scene file
Open...	Ctrl+O	Displays a dialog so you can open any WebAnimator scene
Close	Ctrl+W	Closes the active scene and a new untitled scene is created
Save	Ctrl+S	Saves the active scene file
Save As...		Displays a dialog so you can rename the active scene or save it to another location
Get Scene Info...		Displays a dialog so you can display available RAM
Import		Displays a cascading menu so you can import images, sprites, and movies
Export QuickTime(tm)...		Displays a dialog so you can export WebAnimator scenes as QuickTime movie (Macintosh only)
Exit	Ctrl+Q	Exit WebAnimator

### New Cmd/Ctrl-N

Closes the current file and opens a new blank scene, sprite or project file. The name of this command changes to reflect the active view.

	To learn more about	refer to
	Sprites	"Creating Sprite objects," on page 7-25
Open...	Cmd/Ctrl-O	
	Displays the standard dialog for opening a scene, sprite, or project file. You can open a previously saved files. You can search folders and select a WebAnimator scene, sprite, or project file from the active folder. The name of this command changes to reflect the active view.	
Close	Cmd/Ctrl-W	
	Displays a dialog so you can close the current scene, sprite, or project file. If no changes have been made the file is closed and a new file is opened. If there have been changes in the file since it was last saved, or if it has never been saved, a dialog appears asking you if you want to save the file. The name of this command changes to reflect the active view.	
Save	Cmd/Ctrl-S	
	Saves the current scene, sprite, or project file. If the file is unnamed, "Save Scene" displays the "Save As" dialog. The name of this command changes to reflect the active view.	
	In the Cel view, you could use this feature to saving a sprite (a button or a chart, for example) for reuse in another scene. In the Project view, a new project must be saved before it can be played.	
	<b>Note:</b> As with all work you do on your computer, it is a good idea to save your work frequently. Use this command to save your work.	
Save As...		
	Displays the standard "Save As" dialog so you can name and save the current scene, sprite, or project file, rename the current file, or save it to another location. The name of this command changes to reflect the active view. This command is not available if no changes have been made. Be sure the correct folder and drive are selected.	
	This command can also be used to save scenes as stand-alone Player files. A stand-alone Player file is saved as an application file which can play without the presence of either WebAnimator or the Player. The stand-alone option is selected with the "Save as a Stand Alone Player File" option.	

Get Scene Info...

Displays the scene information window, indicating how much memory (RAM) you have available to your scene.

Import

Graphics...
WebAnimator Object
Animated Object (PICS)

Displays a cascading menu so you can import static graphics or PICS animated objects created by other programs and convert them into WebAnimator objects.

The imported object appears only in the currently selected keyframes. Imported graphics and PICS objects cannot be modified. The following formats are available for import.

**Graphics...** Allows you to open most standard graphic file formats to include in your scene

**WebAnimator Object** Allows you to open WebAnimator Sprite object.

**Animated Object (PICS)** Allows you to open an animated Sprite object in a standard picture format used by many animation programs.

To learn more about	refer to
This command	"Importing objects," on page 6-1

Export QuickTime...

(Macintosh only) Displays a dialog so you can export the current scene or selected keyframes as a QuickTime movie. QuickTime movies created in WebAnimator can be imported into any application which supports QuickTime movies. You can use the "QuickTime Options" command in the Animation menu to set movie preferences prior to exporting your scene.

To learn more about	refer to
This command	"Exporting QuickTime movies (Macintosh only)," on page 6-5
Setting QuickTime options	"Setting QuickTime movie preferences," on page 6-5

Quit/Exit      Cmd/Ctrl-Q

Closes the current scene, exits WebAnimator, and returns you to the Desktop or to another application if one is open. If you have made changes to the current scene and have not saved it, a dialog appears asking if you want to save the changes.

## Edit Menu

Use the Edit menu to access commands for editing your current scene. You can cut, copy, paste, and delete different components, such as objects, sounds, and keyframes from the current scene, or setting preferences.

The Edit menu choices reflect the part of the scene currently selected and is available from within all views. Below are variations of the Edit menu commands you will encounter when working in different views under different circumstances.

<b>Edit</b>		
<b>Undo Move</b>	<b>⌘Z</b>	Undoes the last operation
<b>Cut Object</b>	<b>⌘H</b>	Removes selected item(s) and places it in a buffer
<b>Copy Object</b>	<b>⌘C</b>	Places a copy of the selected item(s) in the buffer
<b>Paste Over Frame</b>	<b>⌘U</b>	Pastes the contents of the buffer into the active scene/keyframe
<b>Paste Before Frames</b>		Pastes a copied master sound into the selected keyframe(s)
<b>Paste After Frames</b>		Pastes the copied keyframe(s) after the selected keyframe(s)
<b>New Keyframe</b>	<b>⌘K</b>	Inserts a copy of the selected keyframe after the current keyframe
<b>Remove Object</b>		Deletes the selected object from the scene
<b>Remove Sound</b>		Deletes the selected sound segment or segment under a selected keyframe
<b>Select All</b>	<b>⌘A</b>	Selects all keyframes or sound segments in the current scene
<b>Select By</b>	►	Displays a cascading menu so you can control how objects are selected
<b>Show Selection</b>		Displays the selected keyframe
<b>Preferences</b>	►	Displays a dialog so you can change program defaults

### Undo

### Cmd/Ctrl-Z

Undoes the last operation performed. Additional text is added to the Undo menu item identifying exactly what command to be undone. You may undo movement, sizing, sending of objects, keyframe editing, background colors, times changes, etc. After execution of an “Undo” command, this menu item turns into “Redo” so you can undo the “Undo” command.

**Note:** You cannot undo the “Remove Object” or “Remove Sound” commands.

## Cut

### Cmd/Ctrl-X

Deletes the currently selected object(s) and copies them into a buffer (area of computer memory similar to the Clipboard). The item can then be pasted elsewhere in WebAnimator. The copy is held in the buffer until you cut or copy something else.

Additional text is added to the “Cut” command depending on the active view and what is selected:

**Frames** Cuts the selected keyframe(s).

**Element** Cuts selected drawing element(s) in the Draw view.

**Object** Cuts selected object(s) in the Animation or Storyboard view.

**Path** Cuts the path of a selected object across multiple keyframes.

**Sound** Cuts selected sound(s) in the Storyboard view.

To learn more about	refer to
This command	“Deleting items,” on page 5-17

## Copy

### Cmd/Ctrl-C

Saves a copy of the currently selected object-element(s) into the buffer. Once the object is copied, it can be pasted into the same keyframe, keyframes in different views, or other WebAnimator scenes.

Additional text is added to the “Copy” command depending on the active view and what is selected:

**Frames** Copies the selected keyframe(s).

**Element** Copies selected drawing element(s) in the Draw view.

**Object** Copies selected object(s) in the Animation or Storyboard view.

**Path** Copies the path of a selected object across multiple keyframes.

**Sound** Copies selected sound(s) in the Storyboard view.

To learn more about	refer to
This command	“Copying items,” on page 5-16

## Paste Cmd/Ctrl-V

Pastes anything previously copied to the buffer into the active view.

Additional text is added to the “Paste” command depending on the active view and what is selected:

**Frames** Pastes any copied keyframe(s) after the selected keyframe.

**Element** Pastes any copied drawing element(s) in the Draw view.

**Object** Pastes any copied object(s) in the Animation or Storyboard view.

**Path** Pastes any copied path of an object across multiple keyframes.

**Sound** Pastes any copied sound(s) in the Storyboard view.

To learn more about	refer to
This command	“Pasting objects,” on page 5-18

## Paste Sound Clone

Storyboard view only. Pastes a copied master sound into the selected keyframe(s), resulting in the creation of a clone sound. Any changes to the master sound affect the clone sound as well. The pasted clone sound segment appears with a “C” on the left side of the sound segment.

**Note:** Clone sounds do not take up additional computer memory.

To learn more about	refer to
This command	“Creating and using master and clone sounds,” on page 7-7

## Paste Before Frames

This command only appears if a keyframe has been copied. Pastes the copied keyframes currently in the buffer, *before* the selected keyframe. The selected keyframe follows the pasted keyframes.

## Paste After Frames

Pastes the copied keyframe(s) currently in the buffer, *after* the selected keyframe. The selected keyframe precedes the pasted keyframes.

## New KeyframeCmd/Ctrl-K



Inserts a copy of the current keyframe after the current keyframe. You can also add keyframes by clicking on the New button from within the Animation and Storyboard view tool palettes.

What items, such as objects, background, and sound, are copied into the new keyframe depend on what is contained in the selected keyframe.

To learn more about	refer to
Adding keyframes	"Creating keyframes," on page 5-1

## Remove Object

Deletes the selected object(s) from the entire scene, not just from the selected keyframe(s) as is the case with the "Cut Object" command.

**Note:** This command cannot be undone.

To learn more about	refer to
This command	"Deleting items," on page 5-17

## Remove Sound

Deletes the selected sound segment without placing a copy of the sound in the WebAnimator buffer. If all keyframes, or all sound icons are selected, then all sounds are deleted. Pressing the Delete key with a sound selected, has the same effect as using the "Remove Sound" command.

**Note:** This command cannot be undone.

To learn more about	refer to
This command	"Removing sound segments," on page 7-9

## Select All Cmd/Ctrl-A

**Storyboard view** Selects all the keyframes in the scene. If a sound is selected at the time this command is executed, it selects all the sounds in the scene.

**Draw view** Selects all elements belonging to a selected complex object. Nothing occurs if a simple object is selected.

### Select By



Displays a cascading menu so you can change the behavior of objects in the Draw view for selecting. You can choose from “Object Rectangle” which allows you to click anywhere within the selection rectangle of an object to select that object. “Object Form” is the standard default where you have to click on the object itself to select it.

To learn more about	refer to
This command	“Selecting objects and keyframes,” on page 5-10

### Show Selection

Storyboard view only. Advances the current scene to the currently selected keyframe(s). This is useful when you have previously selected several keyframes within a large scene. If the scenes are not currently visible, this command allows you to quickly scroll back to the selected frames.

### Preferences



Displays a cascading menu so you can change WebAnimator defaults in several categories: General, Scene, Draw, Compression, and Project. Defaults apply to all WebAnimator documents. Options include defaults for:

- start up view
- screen size
- font
- sound compression
- current project information and characteristics

To learn more about	refer to
This command	“Setting Preferences,” on page 1-5



## Animation Menu

Use the Animation menu to provide precise control over many animation functions. Instead of using the pointer or Resize tools from the Animation and Storyboard views, the options in this menu can be used to size and move objects in the keyframe, change the timing of a keyframe, a selection of keyframes, or the entire scene, apply visual transitions between keyframes, apply background colors and blends, scripting of objects or keyframes, and smoothing your animation.

Most of the commands in the Animation menu are only available in the Animation and Storyboard views. The “Grids and Rulers...” and “Make Template” commands are also available from within the Draw view.

Animation	
Move Object ▶	Displays a cascading menu so you can move objects using commands
Size Object ▶	Displays a cascading menu so you can size objects using commands
Send Object ▶	Displays a cascading menu so you can send objects between layers and viewing planes
Change Name...	Displays a dialog so you can change the name of the selected keyframe
Change Time...	Displays a dialog so you can change the total time for selected keyframes
Transitions... Ctrl+T	Displays a dialog so you can apply keyframe transitions
Background Color... Ctrl+B	Displays a dialog so you can change the background for selected keyframes
Make Into Button...	Displays a dialog so you can convert any selected object to a button
Frame Script ▶	Displays a cascading menu so you can customize the flow of your scene
Smooth Animation ▶	Displays a cascading menu so you can smooth the keyframe playback
Object Anchor...	Displays a dialog so you can align selected objects
Grids and Rulers...	Displays a dialog so you can display grids and rulers in the workspace
QuickTime Options ▶	Displays a cascading menu so you can set QuickTime options for exporting movies (Macintosh only)
Make Template...	Displays an action dialog to take you through the steps for creating a Scene Template

Move Object

To Center	⌘5
Off Left	⌘4
Off Right	⌘6
Off Top	⌘8
Off Bottom	⌘2
On Screen	⌘7
On Screen Centered	⌘9

Displays a cascading menu so you can move the currently selected object to the exact center of the screen, off-screen, or back on-screen by choosing one of the “Move Object” commands. It is an alternative to using the Pointer tool in the Animation or Storyboard tool palette to move your object. It may be used, for example, when you want text (or any other object) to “ticker-tape” from off-screen left, to center, to off-screen right.

To learn more about	refer to
This command	“Moving objects,” on page 5-40

Size Object

Original Size	⌘+=
Vanish Object	⌘+*
Half Size	⌘+-
Double Size	⌘++
Other Size...	

Displays a cascading menu so you can choose an exact size for the selected object by choosing one of the sub-menu items. These commands are used as an alternative to the Size tool on the Animation tool palette or using the object’s handles to change its size. They are also used to shrink the object by one half, to double its size, to shrink the object to a vanishing point, or to return the object to its original drawing size while keeping the object’s proportions constant.

To learn more about	refer to
This command	“Sizing objects,” on page 5-42

Send Object

Up	⌘I
Down	⌘J
To Front	
To Back	
To Foreground	⌘F
To Background	⌘G
To Hidden	⌘H

Displays a cascading menu so you can send the currently selected object to a particular view plane or change the layer in a viewing plane.

When you want to use one of the send tools, you must follow the correct procedure to achieve the desired results. First, be sure you are in the correct viewing plane. Objects in the Background, for instance, may be seen but not selected if you are in the Foreground. Next, select the number of frames you wish the command to affect. Then, select the object. Last, choose a command a command from the “Send Object” cascading menu.

To learn more about	refer to
This command	“Layering objects,” on page 5-38
Viewing planes	“Using viewing planes,” on page 5-6

## Change Name...

Displays a dialog so you can change the name of the selected keyframe. Keyframes are automatically given names as they are created; however, you can use this command to change the name of existing keyframes. Names can be up to 30 characters in length, and spaces are valid. Use the Names button from the Storyboard tool palette to display the names mode.

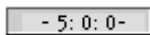
**To learn more about****refer to**

This command

"Changing keyframe names," on page 7-1

## Change Time...

Displays a dialog so you can display the total time for the selected keyframes (in minutes, seconds, and frames) and change the playback time for those keyframes. The time is the speed at which an action sequence plays. When the time is changed, the speed of the animation is altered.



You can also change the time of a single keyframe from the Animation view. Click in the Time Controls display in the tool palette and enter the new time.



In the Storyboard view, you can click on the Time button from within the tool palette and change the time below each keyframe.

**To learn more about****refer to**

This command

"Adjusting keyframe timing," on page 7-13

## Transitions... Cmd/Ctrl-T

Displays a dialog so you can add a transition (or change existing transitions) to selected keyframes. Transitions are effects similar, or identical, to those often seen in video segments and made by effects generators (wipes, dissolves, sweeps). This command can also be executed by clicking the Trans button in the Animation view tool palette.

**To learn more about****refer to**

This command

"Applying keyframe transitions," on page 7-29

## Background Color... Cmd/Ctrl-B

Displays a dialog so can change the Background color for the selected keyframes. You can select a background color, select a new palette, create new colors for the palette, copy, paste and blend colors and choose from one of ten color blend templates for your background.

- ☐
- This command can also be executed by clicking the Background button in the Animation view tool palette.

To learn more about	refer to
This command	"Creating backgrounds," on page 5-3

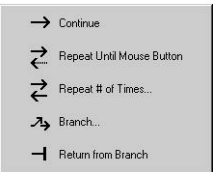
## Make Into Button...

Displays a dialog so you can make any selected graphic, text, or animated object into a button. This type of scripting allows you to create an interactive sprite in which the viewer may choose which part of the current scene to view by clicking the mouse on an object or "button." Clicking the button during playback causes a branch to a different part of the scene, return to the keyframe where the button was pressed, or continue playing until the end of the scene. Buttons can be scripted anywhere in the scene.

Keyframes used in scripting must first be assigned a name to identify the branching location.

To learn more about	refer to
This command	"Creating a scripted button," on page 7-22
Naming a keyframe	"Changing keyframe names," on page 7-1

## Frame Script



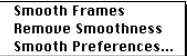
Displays a cascading menu so you can control the flow of the action during playback and create an interactive scene and modular Storyboard. By default, keyframes are played in the order in which they appear in the Storyboard. This command allows you to alter the playback order by creating branches to other keyframes in the scene. You may choose between several scripting options for the selected keyframes.

Keyframes used in a script are identified by icons to the right of the keyframe in the Storyboard view. The keyframe script you choose applies to all selected keyframes.

Keyframes used in scripting must first be assigned a name to identify the branching location.

To learn more about	refer to
This command	"Scripting and branching keyframes," on page 7-16
Naming a keyframe	"Changing keyframe names," on page 7-1

## Smooth Animation



Displays a cascading menu so you can smooth the playback of selected keyframes, set preferences for smoothing your animation, or remove the smooth effect.

WebAnimator can play back 30 frames of animation per second. However, in its default unsmoothed mode, WebAnimator divides its time between computing and displaying frame images. If keyframes are complex, the computing time takes longer. In this case, fewer frames can be displayed per second, resulting in a “choppy” animation. When a selection of keyframes is smoothed, WebAnimator “precomputes” the 30 frames per second that are displayed during playback, compresses the information, and stores it in memory.

**Note:** *Smoothing is not recommended for use in scenes intended for display over the Web.* Even when a scene is compressed, smoothing uses a lot of computer memory (RAM), so don’t smooth where it’s not needed. To use this command, your monitor must be set for 256-color mode.

Don’t smooth transition effects (as they play just the same), or any other scenes which are not choppy. Making changes to Objects in smoothed keyframes, such as size or position changes, removes the smoothing. Removing smoothing from one part of a smoothed scene removes it from the entire previous selection.

To learn more about	refer to
This command	"Smoothing your animation," on page 7-30

## Object Anchor...

Displays a dialog so you can specify how an object is aligned or anchored on the screen. Because of the nature of complex and simple objects, you cannot align object in relation to each other however, you can align or anchor objects to the grid.

This command is available from within all WebAnimator views. The use and purpose of this command is different from within each view.

Each object has its own alignment specification, and the object’s alignment can be changed from keyframe to keyframe. Alignment using this command is automatically overridden when commands from the “Move Object” sub-menu are used.

To learn more about	refer to
This command	"Objects anchors," on page 5-19
Moving objects using commands	"Moving objects," on page 5-40

Grids and Rulers...

Displays a dialog so you can enable or disable the display of a grid or ruler in the Draw and Animation views. The "Grid Dimensions" section of the dialog has standard settings for setting the size of the grid, turning "Snap to Grid" on or off, and showing or not showing the grid.

The "Ruler Units" section of the dialog provides units of measurement selection, and whether or not to show the ruler. If the ruler is visible, hash marks appear in the ruler when drawing or moving objects in the Draw or Animation views.

To learn more about	refer to
This command	"Using Workspace Grids," on page 1-11

QuickTime Options



(Macintosh only) Displays a cascading menu so you can set select poster and preview frames for your QuickTime movie as well as set preferences for turning any WebAnimator scene into a QuickTime movie. A poster frame is used to represent the QuickTime movie when imported into a file. A preview frame represents the QuickTime movie when the file is selected from within any standard "Open" dialog.

To learn more about	refer to
This command	"Setting QuickTime movie preferences," on page 6-5

Make Template...

Initiates a series of steps which walks you through the creation of a Scene Template. Scene Templates can convert any finished WebAnimator scene into a reusable template. These templates are placed into a Template Library where they can be saved and stored.

To learn more about	refer to
Creating Templates	Chapter 4, "Using and Creating Scene Templates"

# Sound Menu

Use the Sound menu to handle sound tracks with easy-to-use sound segments in the Storyboard view, open previously saved sounds, record new sounds, listen to sounds, and synchronize the sound to the action or vice versa.

Please note that several Edit menu commands (and Cmd key/Ctrl key shortcuts) are altered to suit working with selected sound segments. You may undo a sound edit (Cmd/Ctrl-Z), cut a sound (Cmd/Ctrl-X), copy a sound (Cmd/Ctrl-C), paste a sound (Cmd/Ctrl-V) and delete a sound from the Edit menu.

A majority of commands in this menu are only available when a sound segment is selected in the Storyboard view. To display the sound controls in the Storyboard view, click Sound from within the Storyboard view tool palette.



To learn more about	refer to
Using and recording sound	"Working with sound in your scene," on page 7-2

Sound	
New Sound	Adds an empty sound segment to the selected keyframe
Open Sound...	Displays a dialog so you can open a sound file
Save Sound As...	Displays a dialog so you can save a selected sound segment
Record Sound... ⌘R	Displays a dialog so you can record sound for the selected sound segment
Listen to Sound ⌘L	Plays the currently selected sound segment
Synchronize ▶	Displays a cascading menu so you can synchronize sound to your scene
Fit Animation to Sound	Changes the keyframe timing to match an action
Master Sound	Converts the selected sound into a master sound segment
Sound Options...	Displays a dialog so you can set sound options
Repeat Sound	Continuously repeats the selected sound
Sound Tracks ▶	Displays a cascading menu so you can select a sound track
✓ Sound On	Turns the sound for the current scene on or off

## New Sound

Adds an empty sound segment to the selected keyframes. You may also click the mouse under a keyframe to lay in a sound track segment. Drag the end of a segment with the mouse to stretch the segment over a number of keyframes.

### To learn more about

### refer to

This command

"Applying sound to keyframes," on page 7-3

## Open Sound...

Displays a dialog so you can open a previously saved sound. A sound segment must be selected for this command to be available.

## Save Sound As...

Displays a dialog so you can name and save the current sound, rename the current sound, or save it to another location. A sound segment must be selected for this command to be available. Be sure the correct folder and drive are selected.

## Record Sound... Cmd/Ctrl-R

Displays a dialog so you can record a sound. A sound segment must be selected for this command to be available. Six buttons allow you to record, stop, pause, play, cancel and save sounds. A slide bar also indicates the amount of time available to record (dictated by free memory). Click the record button to record using your microphone or a CD already playing on your computer. Use Stop and Pause as needed. Check the recording after Stop has been pressed and save it to the selected segment with Save.

### To learn more about

### refer to

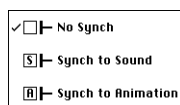
This command

"Applying sound to keyframes," on page 7-3

## Listen to Sound Cmd/Ctrl-L

Plays the sound occupied by the currently selected sound segment.

## Synchronize



Displays a cascading menu so you can synchronize the sound to the animation or the animation to the sound. The default setting in WebAnimator is no synchronization, but there may be times when it is necessary to set the action to the sound, or the sound to the action.



If you synchronize the action to the sound, the action continues at its normal speed as long as the sound continues. The length of the sound determines the timing of the action. When this option is selected for a segment, an “S” is displayed at each end of the sound segment when viewed in the Storyboard view.

If you synchronize the sound to the action, the sound continues at its normal speed as long as the action continues. The timing of the action determines the length of time used. When this option is selected for a segment, an “A” is displayed at each end of the sound segment when viewed in the Storyboard.

**To learn more about****refer to**

This command

“Synchronizing sound in your scene,” on page 7-11

## Fit Animation to Sound

This command changes the time the action takes to playback so it fits exactly to the time the sound takes to play. Unlike the “Synchronize” command, it does not cut off the animation if the scene is too long. If the sound takes longer to play than the action, then the time settings in the keyframe’s time controls are modified to fit it exactly to the sound, so the action appears to move slower and smoother. If the sound takes less time to play than the action, then the time is reduced to fit it exactly to the sound, so the action appears to move more quickly.

Note that using “Fit Animation to Sound” changes the time control for the affected frame(s). In order to undo this change, you would have to manually reset the time control(s) of the affected frame(s) to their original values.

**To learn more about****refer to**

This command

“Fitting animation to sound,” on page 7-13

## Master Sound

Changes any selected sound segment into a master sound. When a master sound is copied, it can be pasted as a clone (using the “Paste Sound Clone” command in the Edit menu) anywhere in your scene. The pasted sound is an exact duplicate of the copied master sound, but it uses no extra memory or disk space. The clone sound acts like a regular sound, having its own amplitude and synchronization. Changing the Master Sound by re-recording, or opening a sound changes all of its clones.

Master sound segments appear in the Storyboard view with an “M” displayed on the left side of the sound segment.

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To learn more about	refer to
This command	"Creating and using master and clone sounds," on page 7-7

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## Sound Options...

Displays a dialog so you can set various options for the currently selected sound segment. Volume, synchronization, whether this is a master sound, and whether this sound is to be repeated, can all be set for a selected sound segment using this command.

## Repeat Sound

When this option is selected (check-mark appears next to this menu item), the selected sound repeats itself over and over until the scene ends.

## Sound Tracks



Displays a cascading menu so you can select which of four possible sound tracks you wish to work with. Only the sound segments for the currently selected sound track appear in the Storyboard.

When a scene is played, the sounds of all 4 tracks play back simultaneously. This allows you to play multiple sounds at once. It also lets you avoid stopping one sound in a track to play the next.

## Sound On

Turns the sound on or off while you are creating and editing a scene. A check mark next to the command indicates that the sound is on.

## View Menu

Use the View menu to switch between WebAnimator views, import and export QuickTime movies, change the type of information displayed in the Storyboard view, switch between viewing planes, or display the selected keyframe to view all off-screen objects.

This menu is available from within all views.

<b>View</b>		
Template Studio		Displays the Template Studio view
✓ Animation	Ctrl+U	Displays the Animation view
Draw	Ctrl+D	Displays the Draw view
Object Cels		Displays the Cel view
Storyboard	Ctrl+Y	Displays the Storyboard view
Project		Displays the Project view
Viewing Info	▶	Displays a cascading menu so you can display information in the Storyboard view
Viewing Plane	▶	Displays a cascading menu so you can switch between the three viewing planes
Show Off Screen	Ctrl+M	Shows all objects in the selected keyframe which are located off the workspace
Hide Toolbox		Hide and displays the Tool palette

### Template Studio



Switches you to the Template Studio view where you can create a scene using pre-formatted templates. The Template Studio view looks very different than other views in WebAnimator.

You can also click the Template Studio view button in the View Bar on the right side of the window to display the Template Studio view.

### Animation Cmd/Ctrl-U

Switches you to the Animation view where you can add animation and movement to objects. The Animation tool palette appears.



You can also click the Animation view button in the View Bar on the right side of the window to display the Animation view.

## Draw Cmd/Ctrl-D

Switches you to the Draw view where you can add Draw and Text objects and import objects. The Draw view tool palette appears. If an object is selected then it is ready for editing, otherwise a new object may be started.



You can also click the Draw view button in the View Bar on the right side of the window to display the Draw view. In the Template Studio view, you can also click on the Draw View button.

## Object Cels

Switches you to the Cel view where you can create and import Sprite objects. The cels of the selected sprite are displayed. If no sprite is selected before entering the Cel view, an empty cel-board is displayed.



You can also click the Cel view button in the View Bar on the right side of the window to display the Cel view.

## Storyboard Cmd/Ctrl-Y

Switches you to the Storyboard view where you can display little thumbnails off all keyframes in the current scene. The Storyboard tool palette, and the portion of the Storyboard in which the selected keyframes are located, is displayed.



You can also click the Storyboard view button in the View Bar on the right side of the window to display the Storyboard view.

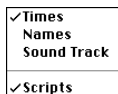
## Project

Switches you to the Project view, where you can create a project consisting of many independent WebAnimator scenes. If a project is loaded and the current scene is in the project, then the scene is highlighted when entering this view.



You can also click the Project view button in the View Bar on the right side of the window to display the Project view.

## Viewing Info



Storyboard view only. Displays a cascading menu so you can select the type of information to be displayed in the Storyboard view. The information to be shown underneath the keyframes can be one of three types shown in the cascading menu; “Times,” “Names,” or “Sound Track.” A check-mark appears to the left of the currently selected display type. Switching between these three display types can also be done using the Storyboard view tool palette. Display of scripting symbols to the right of each keyframe in Storyboard view can be enabled or disabled by selecting “Scripts” in the pop-up.

Viewing Plane



Displays a cascading menu so you can switch between the three viewing planes. The viewing planes allow you to create three dimensional effects, hide objects which should be invisible in selected keyframes, and speed animation by consigning unmoving background elements to a background plane. Imagine each object drawn upon a clear celluloid film. A viewing plane is the current layer of three different layers of films. These layers are called the Foreground, Background and Hidden viewing planes.

The foreground can be used to contain all animated objects. The background can be used to place unmoving objects which are behind the moving objects. The hidden viewing plane can be used to store objects not be shown in particular keyframes. When the scene is played, the viewer sees the foreground/background combination. Remember that objects occupy a place in the viewing plane whether or not they visibly overlap.



You can also use the viewing plane tools in the Storyboard and Animation view tool palettes to switch between viewing planes.

To learn more about	refer to
Viewing planes	"Understanding viewing planes," on page 2-5
Using the viewing planes	"Using viewing planes," on page 5-6

Show Off Screen Cmd/Ctrl-M

Animation and Storyboard views only. Draws the frame at half size in the center of the screen, and shows all off-screen objects in the border surrounding the frame. All functions are possible in this view. Objects which are off-screen can be viewed, selected, and moved on screen or to some other position off-screen. An additional advantage to being able to view what is off-screen and bring it back on screen, is to place off-screen objects at various distances from the screen border. This allows objects to move on screen at different speeds. In full-screen view, the furthest an object can be moved is just beyond the screen border.



After selecting this command, the menu item changes to "Hide Off Screen" for returning to full-screen viewing. This command is also available as a button at the bottom of the screen in the Animation and Storyboard views.

Hide/Show Toolbox

Alternates between "Hide Toolbox" and "Show Toolbox." This command hides/ displays the toolbox for the active window.

# Play Menu

Use the Play menu to play a scene, project, selected keyframe, play from the selected keyframe, go to a specific named frame, go to the beginning or end of the scene, go to the next or previous keyframe, or set the scene to automatically loop on itself.



A majority of commands in this menu are only available from the Storyboard and Animation views. To display the Storyboard view, choose “Storyboard” from the View menu, or click on the Storyboard button from within the window View Bar.



- Displays a cascading menu so you can play the current scene
- Displays a cascading menu so you can select a keyframe to display
- Displays the first keyframe in the current scene
- Displays the last keyframe in the current scene
- Displays the next keyframe in the current scene
- Displays the previous keyframe in the current scene
- Displays the current scene at full screen when played
- Displays the current scene continuously until the mouse is clicked

## Play



Displays a cascading menu so you can play the current scene or project, play selected keyframes, or play the scene from the selected keyframe.

You can also click on the Play tool from within the Animation or Storyboard views to play the current scene from the selected keyframe.

## Go to Keyframe



Displays a cascading menu so you can skip to any keyframes in the current scene. The names of all keyframes appear in the cascading menu.

## First Keyframe



Displays the first keyframe in the current scene. It is an alternative to the Rewind tool in the Animation view tool palette.

## Last Keyframe



Displays the last keyframe in the current scene. It is an alternative to the Fast Forward tool in the Animation view tool palette.

## Next Keyframe



Advances the scene one keyframe. It is an alternative to the Next Frame tool in the Animation view tool palette.

## Previous Keyframe



Rewinds the scene one keyframe. It is an alternative to the Rewind tool in the Animation view tool palette.

## Play Full Screen


When selected (check-marked), this command displays the current scene in the middle of the screen when it is played. Any portion of the screen which is not used is blocked out.


## Auto Loop

Makes the scene loop automatically (play over and over again) until the mouse button is clicked. Press Cmd-period (Macintosh) or Esc (Windows) to stop the scene.

# Draw Menu

Use the Draw menu to apply characteristics to text objects, manipulate Text and Draw objects within the Draw view, and create and manipulate Sprite object cels.

 This menu is only available from within the Draw view. To display the Draw view, choose “Draw” from the View menu, or click on the Draw button in the View Bar.

	
Font	Displays a cascading menu so you can choose a typeface
Size	Displays a cascading menu so you can choose a type size
Style	Displays a cascading menu so you can choose a type style
Format	Displays a cascading menu so you can choose a text alignment
Bring to Front	Sends the selected object to the front layer in the selected viewing plane
Send to Back	Sends the selected object to the back layer in the selected viewing plane
Group	Groups the selected complex objects to each other
Ungroup	Ungroups the selected object
✓ Complex Object	Allows you to draw a single complex object without
Cels	Displays a cascading menu so you can add and remove Sprite object cels

## Font

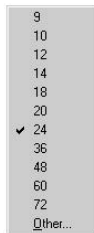
Displays a cascading menu so you can select the character font for a selected Text object. All the fonts in your system are available to choose from, including foreign language fonts.

This command is only available after the Text tool in the Draw view tool palette has been selected and a Text object has been created or selected.

To learn more about	refer to
Formatting Text objects	“Formatting and editing text in a Text object,” on page 5-26



## Size



Displays a cascading menu so you can select the point size for text. Various pre-set point sizes are available to choose from or you can set some other size by selecting the “Other...” option at the bottom of the cascading menu.

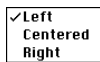
This command is only available after the Text tool in the Draw view tool palette has been selected and a Text object has been created or selected.

## Style

Displays a cascading menu so you can select a style or combination of styles for text (Plain, Bold, Italic, Underline, Outline, Shadow, Condensed or Extended).

This command is only available after the Text tool in the Draw view tool palette has been selected and a Text object has been created or selected.

## Alignment



Displays a cascading menu so you can select the justification for text (Left, Centered, or Right). This command is not affected by other alignment commands used elsewhere in WebAnimator.

This command is only available after the Text tool in the Draw view tool palette has been selected and a Text object has been created or selected.

## Send to Front

Sends the selected object-element to the top layer of all the object's elements within the displayed viewing plane. As you draw various elements of a complex object they are layered, one on top of another, just as objects are layered in the viewing planes, with the last object drawn on the top of the layer.

## Send To Back

Sends the selected object-element to the bottom layer of all the object's elements within the displayed viewing plane. As you draw various elements of a complex object they are layered, one on top of another, just as objects are layered in the viewing planes, with the last object drawn on the top of the layer.

## Group

Groups several elements together in order to manipulate them as if they were one object. For example, you might wish to change the original size or attribute (color, line thickness) of an object and wish to size all the elements of the object together. Two or more objects must be selected for this command to be available. Groups of

objects may be nested to facilitate drawing and editing. You can only group elements belonging to the same complex object.

To learn more about	refer to
Grouping objects	"Grouping and ungrouping objects," on page 5-39

Ungroup

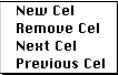
Ungroups object-elements that have been grouped. This can be used to separate grouped complex objects in order to manipulate them separately. This command is only available if a previously grouped object has been selected.

Complex Object

Toggles the drawing mode between complex objects (check-mark next to this menu item) and simple objects (no check-mark). In complex object mode (the default), as you are drawing, you continue to work on one object. Each element drawn becomes a single complex object. In complex object mode you have to click the New tool from within the Draw view tool palette to begin creating a new object. In simple object mode, each element you draw is considered a separate object.

To learn more about	refer to
This command	"Creating simple and complex objects," on page 5-8

Cels



Displays a cascading menu so you can create and remove cels as well as step through cels within the current Sprite object. Sprites consists of multiple frames or cels which is used to create repetitive animation of objects within a scene. The cycling of the cels of these multi-cel Sprite objects continues no matter what animation movement and size changes are occurring to the object as a whole as part of the scene.



To use this command, after drawing your object elements for the first cel of the Sprite object, choose "Cels" from the Draw menu and select "New Cel" from the cascading menu. You can also click on the New button from within the Draw view tool palette. All of the elements which were present in the first cel are present in the second.

To learn more about	refer to
This command	"Creating Sprite objects," on page 7-25

# Template Menu

Use the Template menu to select Scene Templates, switch Template Libraries, apply background color and music, or smooth the entire scene.



This menu is only available from within the Template Studio view. To display the Template Studio view, choose “Template Studio” from the View menu, or click on the Template Studio button from within the window View Bar.

To learn more about	refer to
Working in Template Studio view	Chapter 4, “Using and Creating Scene Templates”

Template
Select Template... Change Library...
Background Color... Background Music...
Smooth

- Displays a dialog so you can select a template from the current library
- Displays a dialog so you can change the current Template Library
- Displays a dialog so you can apply a color to the scene background
- Displays a dialog so you can apply a sound to track 4 of the entire scene.
- Smooths the animation of the entire scene

## Select Template...

Displays a dialog so you can select a Scene Template from the current Template Library. Once the template is displayed in the Template Studio, you can place your own text, sound, and colors into change the template into your own customized scene.

To learn more about	refer to
This command	“Step 1: Select a Template Library and Scene Template,” on page 4-2

## Change Library...

Displays a dialog so you can open a different Template Library from the one currently selected. This affects the Scene Template choices available through the “Select Template” command.

To learn more about	refer to
This command	“Switching Template Libraries,” on page 4-18

## Background Color...

Displays a dialog so you can apply a color or blend to the background of the entire scene.

To learn more about	refer to
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This command	"Changing the background color," on page 4-10
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## Background Music...

Displays a dialog so you can apply continuous music to the scene. Background music is recorded on Track 4. Sound can also be applied to individual lines in the Template Studio view.

To learn more about	refer to
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This command	"Adding background music," on page 4-9
Applying sound to lines	"Adding or changing sounds," on page 4-7

## Smooth

Smooth the playback of the entire scene. WebAnimator can play back 30 frames of animation per second. However, in its default unsmoothed mode, WebAnimator divides its time between computing and displaying frame images. If keyframes are complex, the computing time takes longer. In this case, fewer frames can be displayed per second, resulting in a "choppy" animation. When a selection of keyframes is smoothed, WebAnimator "precomputes" the 30 frames per second that are displayed during playback, compresses the information, and stores it in memory.


**Note:** *Smoothing is not recommended for use in scenes intended for display over the Web.* Even when a scene is compressed, smoothing uses a lot of computer memory (RAM), so don't smooth where it's not needed. To use this command, your monitor must be set for 256 color mode.

To learn more about	refer to
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This command	"Smoothing the animation," on page 4-12
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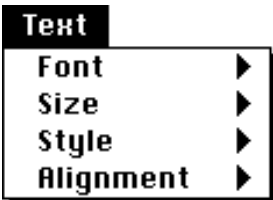
# Text Menu

Use the Text menu to specify the text attributes of the text in a keyframe, set text attributes before entering text. The attributes of previously entered text can be changed by clicking on the desired line (it is highlighted) in the text-entry area of the Template Studio view, then choosing one or more commands from this menu. Text subsequently typed has those attributes previously selected.



This menu is only available from within the Template Studio view. To display the Template Studio view, choose “Template Studio” from the View menu, or click on the Template Studio button from within the window View Bar.

To learn more about	refer to
Adding text to your scene	“Creating a Text object,” on page 5-25



- Displays a cascading menu so you can choose a typeface
- Displays a cascading menu so you can choose a type size
- Displays a cascading menu so you can choose a type style
- Displays a cascading menu so you can choose a text alignment

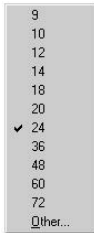
## Font

Displays a cascading menu so you can select the character font for a selected Text object. All the fonts in your system are available to choose from, including foreign language fonts.

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To learn more about	refer to
Formatting Text objects	“Formatting and editing text in a Text object,” on page 5-26

## Size



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## Alignment

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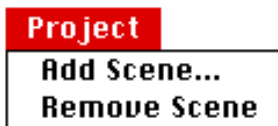
This command is only available after the Text tool in the Draw view tool palette has been selected and a Text object has been created or selected.

## Project Menu

Use the Project menu to add and remove scenes from the project file. A WebAnimator Project is a collection of scenes which are played sequentially. Individual scenes may use scripting, Quicktime movies, and all the other WebAnimator tools. You may use this feature to create modular scenes, or to extend the power of your computer by the ability to show very large scenes which, if lumped together, would overburden your computer's memory. This feature also allows you to put scenes which use different palettes back to back.



This menu is only available from within the Project view. To display the Project view, choose "Project" from the View menu, or click on the Project button from within the window View Bar.



Displays a dialog so you can add saved scenes to the open project file

Removes the selected scene from the current project file

### Add Scene...

Displays a dialog so you can add a scene to the current project. If no other scene has been added, this scene is the first shown in your project. If this is not the first scene, then the scene is added to the end of the project.

The first scene in a project must be opened in WebAnimator in order for the project to play.

### Remove Scene

This command removes the currently selected scene from the project.

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