What GalleryWizards can do for you

GalleryWizard 2D/3D is a new and exiting tool which makes the creation of galleries for use on the Internet   an easy point and click affair - you can even include sound, video and other multimedia files!

It creates unique 2D **and** 3D galleries which can be accessed with HTML browsers such as Netscape or Microsoft Explorer as well as in 3D mode with VRML browsers which are capable of VRML 1 (most of them are). If you have Netscape 3 or above, you already have a VRML browser, as it is included in the software (and that means a lot of other people have access to your 3D galleries, too!).

In the past complex coding was required to create galleries for use on the Internet. GalleryWizard 2D/3D relieves you of these tasks and replaces them with easy point and click drop and drag options. Each GalleryWizard contains several wizards, which make tasks such as the editing of artwork or exhibit <u>Properties</u> easy.

This allows you to focus on the contents of a gallery rather than on the complexities of programming it.

What to do before you start

You can build your first gallery straight away - it is that easy. Simply by exploring GalleryWizard you will discover most of its features thanks to the easy design and the many wizards incorporated.

However   it is a good idea to prepare your   <u>artwork files</u> before creating your first complete gallery.

You can of course also start by creating your gallery first. You must then <u>prepare artwork files</u> later to add them to the gallery.

However before you start, have a quick look at the <u>Tutorial</u> as this will make your life even easier.

Add artworks to your Gallery

There are two tasks required to fill your gallery with artworks.

1: <u>Add item/s</u> is an easy point and click affair.

2: Once you have added your artworks, you need to define their properties. Simply run the <u>Artwork Properties Wizard</u> over each artwork and   your done.

How to preview your gallery

 Once you have created an exhibit or a complete gallery, you can preview it in HTML and 3D by launching your browser by clicking on the Browser button. You must save your gallery before activating preview.

How to put your gallery on the Internet

Once you have finalized your gallery, you can place it on the Internet.

To achieve this, you require ftp access to your server.

Then simply use the <u>Upload</u> button " to upload your Internet gallery files.

You can find a list of service providers who support GalleryWizard at http://3d3.com

TIP: Your homepage and your gallery do not have to be placed on the same server, as long as you can place a link to your gallery onto your homepage.

How to register

To register please go to our site http://www.3d3.com and fill in the registration form.
You can pay online with your credit card or send a cheque or money order to the address
found on the registration page.

As soon as we have confirmed your payment, we will send you the required files to unleash
the full potential of the version you have chosen.

Registration form for printing out

Add Exhibit

To add an exhibit to your gallery, simply click on the My Gallery icon in the upper left corner of the exhibit editor . If you have renamed your gallery, My Gallery has been   replaced with your gallery name.

Now click on the Add Exhibit icon . A exhibit will be added to your gallery.

In GalleryWizard 3DPro you can also add sub exhibits to other exhibits to create a Tree Structure. Simply click on any exhibit, then click the Add Exhibit   icon.

Note:
You can NOT add a sub-exhibit to an exhibit which already contains artworks.

Add Artworks

See <u>Add item/s</u>

Contents

3Dcubed's homepage is at **http://www.3d3.com** If you are looking for a   Home for your gallery on the Internet, check www.3d3.com for a list of Internet service providers who can help.

!

 GalleryWizards are shipped in Normal Mode. This allows you to quickly create a   new gallery. For many more functions such as gallery customization and thumbnails of artworks linking to larger images Advanced Mode must be enabled.

What GalleryWizards can do for you

Five Minute Tutorial

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Exhibit

Exhibits are the containers for your artworks. But they are much more than just that.
They also allow you to design the look of your exhibit - for HTML and 3D with the help of the
Exhibit Properties Wizard.

Exhibit Editor

The Exhibit Editor is the left Windows on your screen.
Here you add your exhibits and edit their properties with the help of the Exhibit Properties Wizard.

Exhibit Properties

Exhibit Properties are defined with the <u>Exhibit Properties Wizard</u> Simply click on any exhibit, and then the properties icon in the <u>Toolbar</u> to activate the Exhibit Property Wizard.

Exhibit Properties Wizard

The Exhibit Properties Wizard will guide you through the various steps to define the properties of an exhibit. There are two different wizards: <u>Normal Mode</u> and one for <u>Advanced Mode</u>

To activate the Wizard simply double click on an exhibit (except Gallery Entrance <u>My Gallery</u>).

 You can also activate the Wizard by clicking on an exhibit and then clicking on the Properties Icon of the Toolbar or by clicking on an exhibit with the Right Mouse button. Chose properties and the wizard is launched.

Description, Exhibits

In the Description Window of the Exhibit Property Wizard   you can name your exhibit by replacing the word "Exhibit" in the Name field with the new exhibit name.

 By clicking on the browse button next to the icon field, you can chose an icon or Logo to represent your gallery or the specific exhibit.

In the Description field you can describe what your gallery has to offer or what can be found in the exhibit.

 Remember: to launch the Exhibit Wizard to change the name and logo of you gallery, you have to click on the My Gallery icon once. Then click on the Properties Button.
For all other exhibits **double clicking** will also launch the properties wizard..

Description, Artwork

In the Description Window of the Artwork Properties Wizard you can define the name of your artwork,   and give detailed information on the artwork.

Title:
 Here you enter the name of your artwork - up to 40 letters.

Detailed Info:
 Here you can write everything about the artwork you want to help your customers reach a decision. If you already have the information on your computer, just copy it from the existing word-editor or data-base and paste it into this field. Try to keep it brief and to the point to improve access times.

Editing Artworks in your gallery

Once you have entered the information for an artwork to your gallery, you will always be able to edit it with the help of the Artwork Properties Wizard.
However features entered in Advanced Mode other than name, description and logo can only be edited and changed in Advanced Mode.

File size

Remember: Small is beautiful, when referring to the transfer of files over the Internet. Never make files which represent your artworks bigger than they absolutely have to be. Ask yourself this question: Would you really be prepared to wait this looking to check out a gallery on the Internet?
Small thumbnails help. When visitors have decided to inspect an artwork more closely and start to download the larger picture or a sound file you have linked to the thumbnail in Advanced Mode, they are prepared to wait a little longer. But you should not tempt them to switch off because it takes too long to access the larger file.
RealAudio and RealVideo can help.

Find

The [icon] icon of the <u>Toolbar</u> allows you to search an exhibit for a specific artwork. Just open an exhibit and click on the Find icon of the Toolbar. Enter the name or part of the name of your artwork, hit Enter, and SW will find the artwork for you.
The artwork however MUST be in the open exhibit for Find to work properly.

HTML

A language designed to create home pages for use on the World Wide Web (WWW). We create the code for your HTML and VRML   gallery automatically - so you don't need to know the commands.

However if you want to, you can enter HTML commands in your Artwork text, and it will be reflected on your HTML pages. In <u>Advanced Mode</u> you will find some HTML buttons which make it easy to show text in bold, italics, underlined and so on.

See also <u>HTML commands</u>

Thumbnail, Exhibit

A thumbnail image, ie a tiny image,   representing an artwork or exhibit

Thumbnail, Artwork

A thumbnail created to represent an artwork. Usually the minimized copy of a photo of a artwork. Customers click on these thumbnails to find out more about an artwork. GalleryWizard 2D/3D will automatically create a link to the larger image, video or sound file you have chosen.

Thumbnails and Links

To create links for images you must first enable Advanced Mode.
This will bring up a different type of editor window for your exhibits and artworks.

Thumbnails and links are defined in the first Window of the Exhibit Properties Wizard.

Thumbnail:
 If the artwork image shown in the preview window is wrong, you can change it with the help of the Item Icon BROWSE button. Simply click on the button and browse your hard disk for the right icon.

Remember: Thumbnails of your artwork   should be no more than 128x128 to allow for reasonable downloading times - especially if you want to link them to larger artwork images.. If your thumbnail fills more than about a third of the preview window, it is too big. After all, the thumbnail links to the big picture - it is NOT the big picture.

If an image is too large, chose an other picture as thumbnail or copy the picture and resize it with a graphics program before using it as thumbnail .

Link:

Use the Link Browse Button to link your thumbnail to a larger picture, a sound or video file. Just click on the file you want to link to, and the wizard creates the link. You can preview (or pre-hear)   most links with the preview button next to the link browse button.

Company Details

 Launches the Company Details Wizard. Here you fill in information about yourself and your gallery or your company.

Tip: If you fill in this wizard before creating your gallery, you can save it as a gallery template and use it for your future galleries - saving you from ever having to enter this information again! Just load the file and save it with a different file name for your new gallery.

 Company Details.

These details will be found by visitors of your gallery under "About Us".
A password is not required: but it will protect the gallery on your local computer against illegal tampering by others who may have access to your computer.
Do NOT choose a password you can not remember. If you forget your password, no one will be able to access your gallery anymore!

 Click on Next or press   Enter to go to the Background information dialog box to provide some background on your company.

Return to the Lesson 7.

long file names

Some servers can not work with long file names. Make sure before using long filenames that your service provider can.

Password

You can protect galleries created with a password to make sure no one else can edit information in the gallery. Simply enter a password in the <u>Company Details</u>, and it will be required whenever that gallery is opened.

WARNING: If you lose the password, there is NO WAY to open the gallery.

prepare artwork files

To represent your artworks in the galleries, you must first create the <u>artwork files</u>.

Artworks shown in your gallery will usually be represented by small and large   pictures   and sometimes by sound,   or video files.

You can also link to these artworks with   a thumbnail- a small picture which represents the artwork - as these can be transferred over the Internet much faster. Thumbnail can also be used as logos for exhibits.

Start by   <u>scanning</u> in your large artwork pictures or photos and, if required, by preparing your <u>sound, midi   and video</u> files.

Resize your large artwork pictures to create thumbnails which can be transferred over the Internet relatively quickly and still represent your artwork properly. Paintshop Pro (Shareware) or similar packages can help greatly to achieve this.

Now you can use this picture to create your artwork or Exhibit Thumbnail.

Thumbnails should be no bigger than 128x128 pixels to allow for fast downloading. However this is entirely up to you, and you may also chose not to use thumbnails but include the main pictures in the exhibit without any links.

To create the thumbnails, either design your own thumbnails or copy your larger picture and resize it to the thumbnail size chosen.

artwork files

Artwork files are the picture files representing your artworks.

In most cases artwork files will be a large picture of a artwork and the same picture in small as a thumbnail.

You have to create these files by scanning them in and preparing them with graphics programs such as Paint Gallery Pro (Shareware), so they can be incorporated in your gallery.

If you plan to include sound, video and midi files,   these files also need to be created.

You do not have to prepare text files, as the Artwork Properties Wizard will allow you to add text later to the artworks. If you already have text, you can copy and paste   the text into the artwork wizard at a later stage.

artwork picture

A large picture which represents your artwork - usually a photo.

Artwork Properties Wizard

There are two different Artwork Properties Wizards.
Artwork Properties Normal Mode and
 Artwork Properties Advanced Mode.

 The Artwork Properties Wizards allows you to enter all the information required to define an artwork - such as name information. In   Advanced Mode you can also create links to larger images, or sound and video files.

progressive JPG

Progressive JPG images will crash many browsers and VRML programs. They are not recommended for use in 3D shops.

Properties

🗀
This button allows you to launch the wizards which define the exhibits and artworks.

🗀
To define the Properties of the Gallery Entrance click on the Gallery Entrance (My Gallery or the name of your gallery). Then click on the Properties Icon.

You can NOT define the properties of the Gallery Entrance by double clicking.

However **all other exhibits and icons can be double clicked** to launch the appropriate wizard.

Properties define exhibits and artworks. To find out more read about the
Artwork Properties Wizard and
Exhibit Properties Wizard.

You can easily edit properties for Artworks, the Gallery Entrance and each Exhibit with the appropriate Property-Wizards.

These allow you to add Logos to Exhibits, name them and to define their 3D look. You can also chose icons to represent artworks or link artworks to picture, sound or video files.

However there are many more tasks performed by Wizards as you will find out, when using the editor.

resize

To use a picture as a thumbnail, it should be resized to a size no bigger than 128x128.
You can change the size with most graphics programs, such as PaintShop Pro (Shareware).

scanning

The cheapest way to scan in pictures for use with SW and SWPro is with a low-end hand held color scanner (less than $100) at a setting of no more than 100 dpi (75 is probably enough). Remember these pictures aren't for printing, and monitors can't display a better quality anyway.

Gallery Entrance

My Gallery is the Entrance to your gallery. It includes the first exhibits your customer will see, when entering your gallery. When launching GalleryWizard 3D, the Gallery entrance is called **My Gallery**.
With GalleryWizard 3D Pro, you can add further levels of exhibits to your gallery, using the Tree Structure, which is not included in the Gallery Wizard 3D version.
You can rename your Gallery by clicking on "My Gallery" and then clicking on the Properties button on the toolbar.

sound, midi and video

If you plan to include sound midi or video files in your gallery, you must create them and gallery them on hard disk. Use your sound card or a video capture card to create the files.We support most Windows Multimedia file types, such as wav (sound) , mid, rmi (midi) and avi (video).

Of course you can also link to other files such as RealAudio or RealVideo and so on. However you will only be able to test them in Preview in your browser.

Start a new gallery

When starting GallerWizard 3D a new gallery is automatically opened. Until you rename it, it is called My Gallery.
You can also create a new gallery by clicking on the "New" icon in the Toolbar.

Tree Structure

The tree structure in GalleryWizard 2D/3D Pro allows you to create exhibits which contain sub-exhibits in your gallery.

An example could be a Pets exhibit with two sub-exhibits: cats and dogs.

To create a sub-exhibit, simply click on an existing Exhibit. Then click on the "Add Exhibit" Icon.

One exemption applies: You can not add sub-exhibits to exhibits, which already contain artworks.

Although there is no limit to how many exhibits and sub-exhibits you can create, you should remember, that too many exhibits will make it difficult for customers to negotiate your gallery.

Wall Information

In the Wall Information Window of the Exhibit Property Wizard   you can chose the textures of the walls, the floor and ceiling of your gallery in 3D mode.

Click on one of the buttons on top of the dialog box first. You will then see the texture linked to the button in the preview window.
Now you can chose a new texture from the textures supplied in the dialog box.If you want to use your own textures, just add them to the textures directory of 3Dcubed as JPEG files, and you will be able to do so.

Textures should be no larger than 128x128 pixels.

Pedestals allows you to chose different display pedestals for your artworks for 3D mode.

If you have disabled your 3Dgallery, you can ignore this window.

wall textures

Wall textures for your 3D gallery-exhibits can be defined with the <u>Exhibit Properties Wizard</u>. You can create your own Wall textures for use in your gallery. Wall textures should be no bigger than 128x128.

Trouble Shooting

Can't change the properties of the Gallery Entrance by Double Clicking

My gallery name is there but all exhibits are gone

Can't find the saved gallery file

Can't pass the password

Can't see Gif files in the preview windows.

Arrange Artworks

 If you want to change the order of your artworks in an exhibit, you can do so with the Arrange Artworks dialog box. It is launched by clicking on a artwork with the **Right mouse button**. Click on Arrange and the Items dialog window opens.

 To change the order of the artworks, just click on a artwork in the left window and shift it to the right to the New Arrangement box by clicking on the   button with the arrow pointing to the right. This artwork will now move to the top of the right window.You can now shift all artworks one after the other in an order you chose or **Add All** to speed up the process. You can also shift artworks to the left to change the order again.

Once you have moved all artworks to the right, press OK, and your new order will be represented in the Exhibit Editor.

Can't change the properties of the Gallery Entrance by Double Clicking

To change the properties of the Gallery Entrance (My Gallery) you must click on My Gallery - or whatever you have called your gallery - with the right mouse button. Then choose properties.
You can also click on My Gallery and then click on the Properties Icon.

Can't find the saved gallery file

When you have stored a file it will be on your computer in the directory chosen by you. Sometimes however you may switch to a different directory for example to establish new links. This then become your working directory, and files are stored there - unless you change back to the 3Dcubed directory before saving a gallery.
If you can not find a gallery file, you probably saved it in a different directory. Use a file finder to search for it or check the directories for the gallery file.

Configuration Settings

Here you set the configuration for uploading your gallery to the Internet as well as the compression ratio.

Host name

User ID

Internet Password

Destination Directory

Secure Host

Search Engine Path

Download settings

Ignore overwriting files

Delete

 Allows you to delete either artworks or exhibits.
Be careful with exhibits, as all content (including possible sub-exhibits) will also be deleted and this **can not be undone.**
If this should happen to you, don't save your gallery (or gallery it with a different name). You can then load the last version created before you accidentally deleted the exhibit.
One more reason for storing your gallery as often as possible.

Destination Directory

Type in the directory (folder) on your home page which will house your gallery files.

Download settings

If you JPG files is clicked on, bmp images will be translated to JPG before uploading to the net, according to the icon compression ratio you have chosen.

Host name

Here you enter either your Internet Host Name or your IP address.

Internet Password

Here you must Enter the password required to access your home page directory.

New gallery

 Click the button of the Toolbar to create a new gallery. SW always starts with a new gallery in place. If you are working on a gallery when clicking on the "New Gallery" Icon, you will be prompted to save the current gallery.

Preview

 The Preview button of the Toolbar allows you to preview your gallery in HTML and 3D (VRML) to see what it will look like once on the Web.

For the Preview mode to work, you must have a default browser installed on your computer. This happens automatically, when you install a Netscape or Microsoft browser.

GalleryWizard 2D/3D will search for that browser and launch it - together with your main gallery file. You will then be able to go through and check your gallery as if it was on the Net.

Artwork Editor

The Artwork Editor is the right Window on your screen. Here you edit artwork properties with the help of the Artwork Properties Wizard.

Property Wizards

These Wizards allow you to define the <u>Properties</u> of an exhibit or Artwork.
There are two wizards:

<u>Artwork Properties Wizard</u>

<u>Exhibit Properties Wizard</u>

Search Engine Path

Not required currently

Secure Host

Not required currently

Toolbar

This is the row of   <u>Buttons</u> on top of   GalleryWizard 2D/3D. The buttons can be clicked on with the left mouse button to activate them.

User ID

Here you have to Enter your user identification name (ID), which your service provider has given to you.

3D Gallery

Your GalleryWizard can automatically create a 3D gallery for every HTML gallery your are creating.
This feature will show your gallery in the best possible light and works with VRML browsers, which are widely available on the Internet.

They are also included in Netscape's browsers from Versions 3 upwards.

background pictures

A background picture is a picture, either GIF or JPG, which will be placed as background image on your HTML pages. If it smaller than the size of the page, it will be tiled, ie place on your page more then once.

This is recommended, as otherwise it may take a long time to download the page, depending on the file size of your image!

Make sure your background picture is indeed a background picture - and that you can still read the text information supplied in your gallery.   Have a look at what was done at other home pages and preview your page with the browser button 📁 .

You can adjust the text color in Advanced Mode with the Exhibit Properties Wizard.

You can also find many back ground textures on the Internet. The default color of your text is black.

Customizing your gallery

You can easily customize your HTML and 3D VRML gallery by using the Exhibit Properties Wizard in Advanced Mode.

If you are familiar with HTML, you can make even more changes with a separate HTML Editor.. However whenever you change settings in your gallery and create viewer files, GalleryWizard 3D also creates new Viewer files. To safeguard your changed HTML files, place them in another directory. After creating viewer files again, you can then copy them back into you /Runtime/"My Gallery" directory, if you have accidentally overwritten some of your adjusted HTML files.

TIP: Rather than making big changes to your HTML gallery, make your home page unique from which you link to your gallery.

Directory

This is just another name for Folder

HTML warning

You can change your main HTML pages as you please with a HTML editor, as long as you do not change the properties that maintain the links between pages and frames.
But if you do this, keep copies of the manually changed files in a separate folder, as they might otherwise be overwritten the next time you create viewer files.

Ignore overwriting files

These should normally all be checked. This will prevent that you upload image sound or video files again that are already on the server and drastically reduce your upload times when you upload changes to your gallery.

Image Gallery

To create a gallery only with images simply chose the thumbnails representing your images with the help of the Add item/s button and add them to your exhibit. You can then edit them with the Artwork Properties Wizard.

Overwrite Warning

This warning may appear when creating viewer files.

It refers to artwork thumbnails which have the same name and are used in different exhibits or to wall texture files.The name of the file will tell you whether it refers to one of your artworks or a texture.

If it is a texture, you can probably ignore it, as you will most likely be using the same textures in a number of exhibits.

If it is an artwork, make sure you have not accidentally used the same thumbnail for different artworks. If you are sure you have not done this, you can Click on "Yes to All" to speed up the viewer file creation.

Artwork details

Details about your artwork can be entered with the help of the <u>Artwork Properties Wizard</u>.

runtime folder

The folder in your Runtime folder which has the name of your gallery.
The runtime folder is located in your 3Dcubed folder. It contains all the Internet files required for your gallery.

Upload

This is the step required to transfer your gallery to the Internet. It is initiated via the <u>Create Internet Gallery files</u> dialog box.

Note: Once you press the upload button, canceling this task can take a long time - 30 seconds and longer. This is normal.

There are several options when uploading. They are described in <u>Configuration Settings</u>.

Add item/s

To add artworks to an exhibit, simply click on an exhibit to open it.

The closed folder will open.

Click on   the Add item/s icon of the Toolbar.

Chose with the Browse button the directory on your hard disk which contains the artwork images and then chose the artwork images   you want to add.

Add a single artwork: Double click on the artwork image and it will be added.

Add multiple artworks:
1: Press down the left mouse button and drag a frame around the artworks you want to add. Then click on OK.
2: Press down the CTRL key on your keyboard and at the same time single click on each artwork you want to add. When you are done press OK. NOTE: You must press down the CTRL button each time you select an additional artwork or continuously until you have selected all artworks.

Add all artworks in a folder: Click the Select All button, then the OK button.

The **Preview area** single artworks allows you to make sure you are choosing the right artwork image. When it is ticked, the image you are choosing is shown in the Preview Window. However when you select multiple artworks this function is disabled.

Note: The larger your artwork images, the longer it will take to download a gallery. It is better to use small thumbnail images of no more than 128x128 pixels, and then link them to larger images. This allows the customer to browse quickly and have a closer look at an artwork when required. To link   a thumbnail to another file Advanced Mode must be enabled.

You can NOT   add artworks to:
1: The Gallery Entrance (My Gallery). You must add a separate Exhibit first.
2: an exhibit which contains sub-exhibits (only applies to SW Pro).

With SW you can add up to 25 Artworks to any exhibit.

Advanced Mode
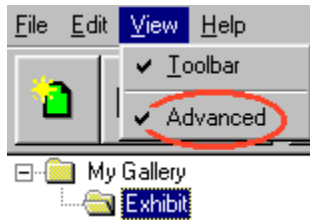
 To enable advanced mode click on the **View** menu on top of your screen, chose **Options** and click on **Advanced.** A small tick will be present, if this mode is enabled. Simply click on the word Advanced to change the setting.

Advanced Mode allows you to create links from artwork images to other files such as larger images, sound or video files and to incorporate some HTML commands such as bold, center, italics, underline, blink, large text, small text and headline.

 It also allows you to modify your HTML and 3D galleries by choosing background images and colors and defining text colors for your exhibits.

Buttons

New gallery: Start a new gallery.

Open: Opens an existing gallery which you have previously saved.

Save: Allows you to store the gallery you are working on.

Find: Allows you to find an artwork in a large exhibit.

Add Exhibit: This button allows you to add an exhibit to your gallery.

Fast add item: Add a text only artwork to your gallery

Add item/s: Add artworks represented by images to your gallery.

Properties: Define the properties of exhibits and images.

Delete: Allows you to delete artworks and exhibits.

Create Internet Gallery files: Allows you to prepare your gallery for the Internet.

Browser: This button allows you to   Preview your gallery as it will appear on the Internet.

Company Details: Allows you to define information about yourself, your gallery or your company.

Launches About Box

Go to Tutorial

Create Internet Gallery files

 allows you to prepare your gallery for the Internet.

The Options button allows you to set your <u>Configuration Settings</u>.

Once you have done this click on Create Viewer files, and you gallery will be prepared for uploading.You will find the files for uploading under the runtime folder on your hard disk.

Fast add item

To quickly add artworks to an exhibit, simply click on an exhibit to open it.

The closed folder will open.

Click on   the **Fast add item** icon of the Toolbar.

Each time you click it on, a "New Artwork" will be added to the exhibit. Double click the "New Artwork" and you will be able to define its properties, such as name, price and description as well as linking it to an image.

In <u>Advanced Mode</u> you will also be able to define options and choices for each artwork, put an artwork on special and include order numbers as well as some <u>HTML commands</u>.

HTML commands

To allow you to easily incorporate some HTML commands, we have in <u>Advanced Mode</u> incorporated some HTML buttons.
This is not WYSIWIG: you will see the actual HTML commands appearing in the text in <angular brackets> ahead and after the text selection you want to change.
To use this mode use the mouse to select the text, then press the appropriate button and the HTML commands will be placed ahead and after the selection.
This is what you will see in the editor:<i>This text will appear in italics</i>.
This it what you will see in the browser:*This text will appear in italics*
To go back to normal text, simply remove the commands by deleting them.

These are the icons provided. Of course you can also include any other HTML code as desired.

turns text bold.

turns text italics

underlines text

centers text

blinking text

larger text

smaller text

headline

Note: We automatically turn each Line break into the appropriate <br> command when creating your HTML pages - you will therefore *not* see this command in the editor windows.

My Gallery

My Gallery is the Entrance to your gallery. It includes the first exhibits your customer will see, when entering your gallery. When launching GalleryWizard 2D/3D, the Gallery entrance is called **My Gallery**.

You can easily change the name of your gallery from *My Gallery* to your choice. Click it on once to highlight it.

Click on the properties button and the Exhibit Properties Wizard will be launched.

My gallery name is there but all exhibits are gone

 You have double clicked on the gallery entrance My Gallery, probably to define its properties. To define the properties of the Gallery Entrance, you must click on My Gallery **once** and then click on the Properties Icon .

To get your exhibits back, simply double click on My Gallery again.

Open

To open a gallery which you have previously stored, simply press the 📁 button and enter the name of the gallery file. Make sure you are in the right folder, as you may have changed your folder earlier when choosing textures or adding artworks.
Should you be unable to find your gallery-file use the   Windows 95 "Find" program. You will find it when clicking on the Windows 95 Start Button.

Artwork Properties Advanced Mode

To work with the Artwork Properties Advanced Mode you must first enable <u>Advanced Mode</u>.

In advanced mode you have many more possibilities to define the properties of your artwork.

Double click on an artwork to launch the Artwork Properties Wizard in Advanced Mode.

Icons and Links

Item Icon: Here you can browse for a new thumbnail or image, if the image shown in the **Preview** Window is wrong or you want to change it.

 Link: Here you define a link to another file - a larger image, a sound or video file, for example. Simply use the Browse Button to search your hard disk for the file you want to link to.

Press Next, when finished.

Description:

Here you provide the **Title** (Name) for your Artwork as well as Detailed Info in form of an artwork description.

Artwork Properties Normal Mode

Normal mode is the default mode which is restricted to creating a basic gallery. However you can easily enable <u>Advanced Mode</u> to access many more features.
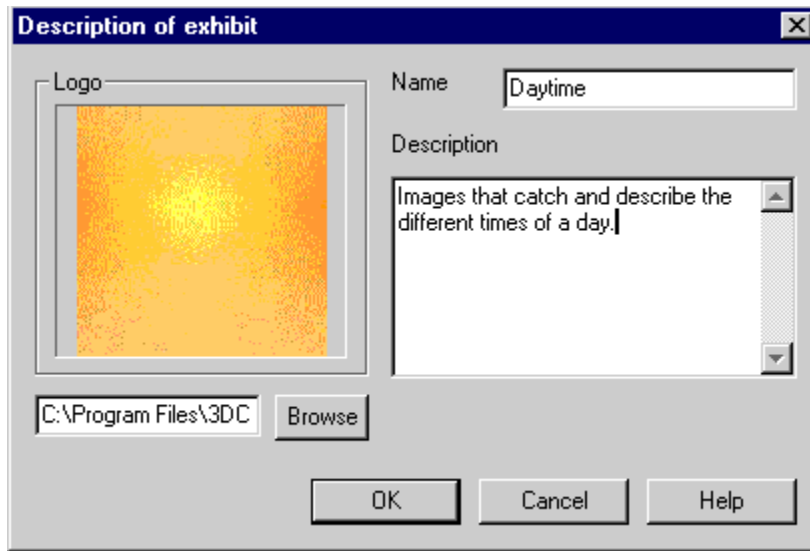
In normal mode you can define the name of an artwork and provide a description of the artwork. These are the main requirements to quickly and easily create a new gallery. With the browse button you can also exchange the image of an artwork.

Registration form

GalleryWizard Registration Form

Please print clearly!

Name: _____

Address: _____

        _____

        _____

        _____

City: _____ State/Prov: _____ Zip:_____

Country: _____

Phone #:   _____

FAX #: _____

Email address: _____

You can pay with an international money order drawn in US dollars.   We also accept Visa, Mastercard, Discover, or American Express; just fill in your card number and expiration date below.

Visa #:   _____/_____/_____/_____ Exp Date (required): _____

MC #:   _____/_____/_____/_____ Exp Date (required): _____

Discover #: _____/_____/_____/_____ Exp Date (required): _____

AmEx #: _____/_____/_____ Exp Date (required): _____

3Dcubed Australia To find our Address please look at www.3d3.com

Save

Click the 🗁 icon to save the gallery you are working on. Save as often as possible to avoid losing data.
The program will sometimes ask you to save (store) the gallery you are working on before giving you access to certain functions.

Thumbnails

Thumbnails for SW and SWPro are small pictures in   JPG or GIF   Format which are used to represent artworks. They can serve as links to larger picture-, sound-, midi- or video files.

Thumbnails can also be used to represent exhibits.

In most cases   thumbnails can be created by resizing a larger artwork picture. This can easily be achieved with programs such as Photo Gallery or the Shareware program Paintshop Pro (check out http://www.shareware.com on the Internet). Of course you can also design your own icons independently from the actual artworks.

Thumbnails should not be larger than 128x128 to keep downloading times fast. The longer a visitor has to wait, the bigger the chance you will lose him.

Tutorial

Normal Mode

Check out what the <u>Buttons</u> on your toolbar do.

<u>Lesson 1</u>: Create a new gallery

<u>Lesson 2</u>: Name and describe your gallery

<u>Lesson 3</u>: Name and describe an exhibit.

<u>Lesson 4</u>: Add a few more exhibits

<u>Lesson 5</u>: Add artworks to exhibits.

<u>Lesson 6</u>: Name and define your artworks.

<u>Lesson 7</u>: Finishing it off

Advanced Mode

<u>Lesson 8</u>   Enable advanced mode

<u>Lesson 9</u>   Advanced Exhibit Features

<u>Lesson 10</u> Advanced Artworks Features

Background

You can change the color of the background of your HTML pages or add an image to the background with the help of the <u>Exhibit Properties Wizard</u> in <u>Advanced Mode</u>.
Each exhibit can have a different look.

Background information

 the Company Details Wizard allows you to provide some background information about your company, such as when it was founded, special services you offer, company goals and so on.

You can either enter the text in the box or call in a text file (*.txt) with the help of the browse button.
This information will later be found in your shop with the ABOUT US button.

Text color

You can change the text color on your HTML pages with the help of the <u>Exhibit Properties Wizard</u> in <u>Advanced Mode</u>.

Add

Add items via the "Add items to Gallery" Window, which you can open by clicking on the Add item/s button on the toolbar.

Add a single artwork: Double click on the artwork image and it will be added.

Add multiple artworks:
1: Press down the left mouse button and drag a frame around the artworks you want to add. Then click on OK.
2: Press down the CTRL key on your keyboard and at the same time single click on each artwork you want to add. When you are done press OK. NOTE: You must press down the CTRL button each time you select an additional artwork or continuously until you have selected all artworks.

Add all artworks in a folder: Click the Select All button, then the OK button.

Can't pass the password

If you have not defined a password, you will nevertheless be asked for a password when loading a gallery. Simply press OK and your gallery will appear. However if you have defined a password and have forgotten it, you gallery can no longer be opened. We have no way of helping you. For this reason care should be taken, when protecting a gallery with a password.

Description of Exhibit

This wizard comes up in <u>Normal Mode</u> and allows you to quickly define the most important features of an exhibit.

Simply enter a name for the exhibit and a brief description and you are done.

You can also browse for a Logo or icon to represent an exhibit or gallery. It will be shown of top of the exhibit or Gallery, above the name and description.

Make sure it is not a big file,   as this could take too long to download for customers.
In the Preview Window you will see JPG and bmp images. If you chose bmp images, they will be converted to JPG before uploading, according to the setting in <u>Download settings</u>
You can also chose GIF images, which you can <u>Preview</u> with your browser.

Description of Artwork

 This Wizard comes up in <u>Normal Mode</u> when double-clicking on an artwork and allows you to quickly add the name of the artwork, its price and a description for it.

For more features such as linking an artwork to a larger image, sound or video file, you must activate<u>Advanced Mode</u>.

You can also change the logo or icon should it be wrong or should you want to update it with the help of   the browse button.

Display Styles

The display styles window of the Exhibit properties Wizard allows you to chose the background and text colors of your HTML gallery page.

Simply click on the **Background** or **Text** tab of the window, and chose a color by

1: adjusting the regulators of the color bars
2: Clicking on the *Select Color* Button to chose a color.

Background allows you to define a background image or texture for your HTML gallery or exhibit, which will be seen in the background. Make sure text can still be read with <u>Preview</u>

Gif files

Although you can add all Gif file types - ie normal, transparent and animated -   to your gallery, they are currently only displayed when activating <u>Preview</u>.

Icons and Links

This window of the Advanced Artwork Properties Wizard allows you to link your artwork image or text artwork to another file, which will be shown when the link is clicked on in your HTML or 3D gallery. This could be a larger image, video or sound file.

Simply browse for the link file with the browse button. The Play button allows you to preview a number of file types, such as JPG, bmp, wav, mid and avi.

Lesson 1

 Simply launch your GalleryWizard. It starts with a new gallery, which already contains   an exhibit, ready for you to fill with artworks.

 If you are not happy with the gallery you are working on and want to start over, simply press the New button on your toolbar.

Go to Tutorial
Go to Lesson 2

Lesson 10

Double click on an artwork to launch the Artwork Properties Wizard in Advanced Mode. It will open with the first window *Icons and Links*.

Icons and Links

Item Icon: Here you can browse for a new thumbnail or image, if the image shown in the **Preview** Window is wrong or you want to change it.

Link: Here you define a link to another file - a larger image, a sound or video file, for example. Simply use the Browse Button to search your hard disk for the file you want to link to.

Press Next, when finished.

Description:

Here you provide the **Title** (Name) for your Artwork as well as Detailed Info in form of an artwork description. If you want, you can add HTML commands to your artwork description. But this is not required.

That's it. Now you know all you need to create galleries in Normal and Advanced Mode (provided of course you also had a look at the Normal Mode Tutorial.

Lesson 2

Click on the My Gallery icon.

It will turn into an open folder.

Click on the Properties Button of your toolbar. The *Description of Exhibit* Window opens.

Browse for your Gallery Logo on your hard disk, Enter a new name and provide a short description. That's it.

This is what your Entry could look like now. Click on   OK and you are done.

And this is what the Editor will look like now - complete with new name, logo and description.
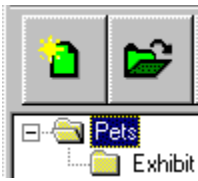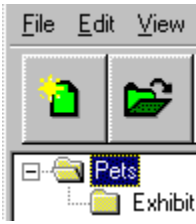

Go to
Go to
Go to

Lesson 3

To name your exhibit, **double click** on the 📁 exhibit icon.

The closed folder will open to indicate the exhibit is open.

At the same time the *Description of Exhibit* Window opens again, and you can repeat the steps for defining your gallery in <u>Lesson 2</u>- only this time you define an exhibit.
We have chosen to call the exhibit *Pets*

Go to <u>Lesson 2</u>
Go to <u>Tutorial</u>
Go to <u>Lesson 4</u>

Lesson 4

Our gallery now looks like this. To add a few more exhibits to the gallery, simply click on the 📁 icon for the Pets Gallery - we call it the Gallery Entrance, by the way.

It will turn into 📂 an open folder, indicating the gallery entrance is now active.

📂

Now simply click on the Add Exhibit button on your toolbar once for each exhibit you want to add. Each time a new exhibit icon 📁 is added to your gallery.

After repeating the steps in Lesson 2 to name and define your exhibit, your gallery could look like this - A gallery with five exhibits which need to be filled with artworks or images. Check out Lesson 5 to see how easy this is.

Go to Lesson 3
Go to Tutorial
Go to Lesson 5

Lesson 5

Lets start adding artworks to the Pets exhibit. Simply click it on **once** to open it. This will be indicated by the ▢ icon.

If you want to create a text exhibit without artwork images, simply click on the *Fast add item* button on your keyboard for each artwork you want to add.

If you work with images, press the *Add item/s icon* on your toolbar, to add your artwork images to your gallery.The *Add Items to Gallery* window opens.

Use the *Browse Button* to locate the folder on your computer which contains your artwork images and Add them to your exhibit. Lesson 6 will show you how to define the artwork properties.

Go to Lesson 4
Go to Tutorial
Go to Lesson 6

Lesson 6

With the new artworks added, your gallery will now look something like this. As we are working with images, you see the names of the image files instead of the words *New Artwork* which you would see, if you would create a gallery without images.

We have added five artworks to the exhibit Cats. This is easy to see: The Cats exhibit has an open folder next to it, indicating this exhibit is open. This means we see the artworks or images   in this exhibit.

Simply **Double click** on one of the artworks to launch the Wizard which will allow you to define the properties of the artwork.

The *Description of Artwork*   window opens.
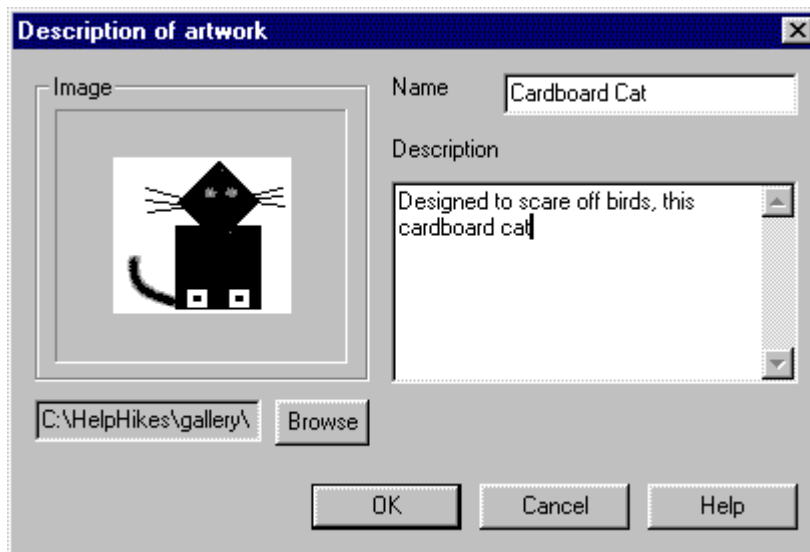
It shows you the image of the artwork you have chosen, together with the filename. Should this be the wrong image, you can call the correct one with the browse button. Enter a name and a description for your artwork, and your artwork or image is ready to be shown. If you already have   text descriptions on your computer, you can cut and paste them in the window.

Well, that's it! Your gallery is filled with exhibits and artworks or images, and almost ready to go onto the Internet.

Check out <u>Lesson 7</u> to see, what remains to be done.

Go to
Go to
Go to

Lesson 7

Your gallery is ready. All it now requires are a few more details - such as who owns the gallery and how to contact the owner. Again you will find a wizard to help you: The <u>Company Details</u> Wizard. Just fill in all the information and you are ready.

Tip: If you fill in this wizard before creating your gallery, you can save it as a gallery template and use it for your future galleries - saving you from ever having to enter this information again!

Now finally you are looking at moving your gallery onto the Internet. <u>How to put your gallery on the Internet</u> tells you the few easy steps required to master this last step.

That's it. Nothing more to do.You have created a HTML and a 3D VRML gallery. Now you can start telling everyone where your gallery is and wait for visitors.

Unless of course you want to create a gallery in <u>Advanced Mode</u>, to customize it, add links to larger images or sound or video files. In this case have a look at the Advanced Lessons of the <u>Tutorial</u>.

Go to <u>Lesson 6</u>
Go to <u>Tutorial</u>
Go to <u>Lesson 8</u>

Lesson 8

To use advanced mode, you have to launch it first, of course. However this is easily achieved.

   To enable advance mode click on the **View** menu on top of your screen, chose **Options** and click on **Advanced.** A small tick will be present, if this mode is enabled.

Now that you are in Advanced mode, you will see a different type of Wizard - offering you many more   facilities.

Go to <u>Lesson 7</u>
Go to <u>Tutorial</u>
Go to <u>Lesson 9</u>

Lesson 9

📁
Click on the My Gallery icon.

📁
The folder will open.

📁
Click on the Properties Button of your toolbar. The *Description* Window of the Advanced Wizard opens.

Description:

In **Title**   you place the new name of your gallery.

📁
The **Browse button** next to the **Logo** Window allows you to browse on your hard disk for the gallery Logo you want to use. You do not have to use a logo however. You will see the chosen Logo in the preview Window.

In Description you can Enter a short description of your gallery, which will be shown on the frontpage of your gallery. As you are in advanced mode, you have access to some HTML commands.

Press Next, when you are done.

Gallery Configuration:

Here you can customize the look of your gallery.

Style 1 will place the artwork shots to the left of the text description. This mode should always be used for Text only galleries.

Style 2 will place the artwork shots on top of the text description.

3D Gallery allows you to enable or disable generation of   a 3D VRML gallery.

Side Frame allows you to activate a sideframe on the left side of the HTMl browser screen, which will show the main directory of your gallery, making it quick and easy for customers to switch between exhibits.
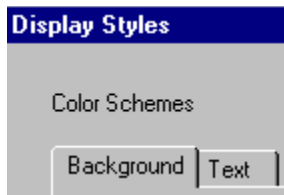
Press Next, when you are done.

Wall Information

Here you chose the **textures** for your of your 3D gallery. **Pedestals** allows you to chose different display pedestals for your artworks. Simply click on the button, then chose a texture.

Press Next, when you are done.

Display Styles

Color Schemes allow you to chose the **background color** for your HTML pages, as well as the **text color.** You can do this either by selecting a color with the Select Color Button or by shifting the color bars. To adjust Background color click on the Background tab, to adjust Text color click on the Text tab.

The 📁 button allows you to select a background image for your HTML gallery pages.

Press Finish when you are done, and you have customized your gallery. **Exhibits** are customized in exactly the same way. There is only one difference: The Wizard for exhibits does not include the Gallery Configuration Window.

Having customized your exhibits, you can now add artworks with the Advanced artworks editor. See Lesson 10.

Go to Lesson 8
Go to Tutorial
Go to Lesson 10

Normal Mode

Normal mode is the fastest way of creating a gallery. It allows you to quickly create exhibits and add artworks. However to use more features to define or customize your gallery   you will have to enable <u>Advanced Mode</u>.

Preview Artwork Wizard

Here you see all the information provided by you to define your artwork. To check the options and choices, simply click on the option buttons. Click finish if you are happy with the information shown. If not, go back and adjust the information.

View JPEG Link

This feature allows you to preview your link image to make sure you picked the right one. The window comes up, if you have linked to a JPEG file and clicked on the Play Button on the Icons and Links Wizard in <u>Advanced Mode</u>.