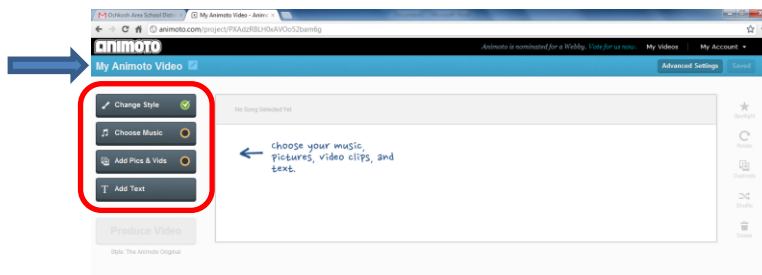


ANIMOTO Basics

- 1) Go to **www.animoto.com** You can sign up for your own account, but this will only allow you to make videos that are a maximum of 30 seconds long. (To create longer videos, you will “borrow” one of the school’s Animoto Plus accounts.)
- 2) Log-in to Animoto by clicking on “Sign-In” (towards the top of the screen), and enter the username and password you are given.
- 3) On the next screen, you will pick the “style” for your video. This will influence the overall look of your finished video. You can preview sample videos by clicking on a style’s “play button”. You will be able to use any of the styles for your project, except for those marked “PRO”.
- 4) Once you have found the style you want to use, click on the “Create Video” button, within that style’s sample window.
- 5) With the next screen, you will add music to your video, add photos and/or video clips, and have the option to add text and/or change the style you chose:
- 6) Give your video a title right away. (Click where it says “My Animoto Video” in the upper left-hand corner to give your video a new name.)



TIPS FOR ADDING MUSIC, VIDEOS, PHOTOS, & TEXT:

Music:

- When you click on “Choose Music” or “Change Music”, you will be taken to Animoto’s music library. (Some video styles will have a song that is preselected, but you can change it.) The songs that are listed here are probably not songs that you are familiar with, but they are all commercially-licensed (meaning they are legal for you to use in your video.) It’s usually easiest to start by clicking on “Full Music Library”, and then click on “Genre” to sort the song bank by type of music. You can preview a song by clicking on the “Play” button next to a song’s title. Click on the “Add Song” button for the song you choose:

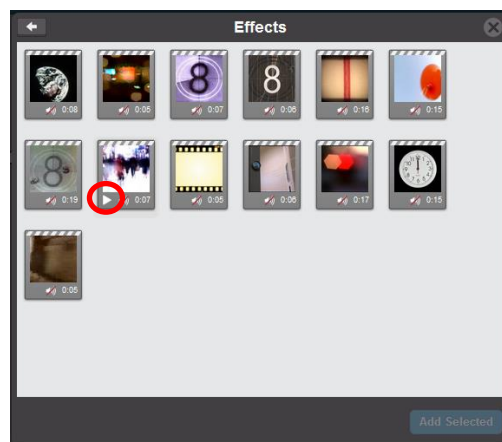
Song Title	Artist	Genre	Length
A Matching Sunset	Brian Wray	Classical	3:11
A Midsummer Night's Dream - A Wedding March	Philharmonia Cassovia	Classical	5:02
Believe	Windsor Drive	Classical	4:13
Carmen Suite No. 1 - March Of The Toreadors	Bizet	Classical	2:20
Coquetry	McKenzie Stubbart	Classical	4:39
Four Seasons Spring - Allegro	Vivaldi	Classical	3:28
Nocturne No. 2 In E Flat Major	Chopin	Classical	3:50
Rigoletto Rigoletto, Act III: La donna è mobile	Verdi	Classical	2:15
Sonata No. 13 & Little Nightmusic - 3rd Allegro	Mozart	Classical	3:03
Sonata For Piano No. 14 Moonlight Sonata - Allegro	Beethoven	Classical	4:58
Symphony No. 5 - Allegro Con Brio	Beethoven	Classical	7:30
The Marriage Of Figaro - Overture	Mozart	Classical	4:17
Zemur Attic/Tanz Taro Yiddelac	3 Leg Taro	Classical	4:42
Back to Back	Whitney Morgan And The 78s	Country	3:31
Better Off In Nashville	Angela Easterling	Country	3:47
Broke and Still Breaking	Ted Russell Kamp	Country	2:29

Music (continued):

- You can also upload your own music to Animoto, but **you must make sure that you are legally using music, and not violating any copyright law.** (Generally speaking, this means that you can't use any more than 30 seconds of a song recorded by another artist, even if you've purchased that song from iTunes, or own the CD.) You would have to use a music editing program to "cut" a 30 second chunk from a song, and "loop" it if you need it to replay in order to be long enough. Needless to say, this is a lot of work, so it would be best to stick with Animoto's music library. (You can also get royalty-free music from Soundzabound, which can be found on www.badgerlink.net)
- When choosing a song for your video, keep in mind that your video can only contain one song, and your video can't be any longer than the length of the song. (If you have too many photos or video clips to play during the course of the song you choose, some parts will be left out of your finished video.)

Adding Pictures and Video Clips:

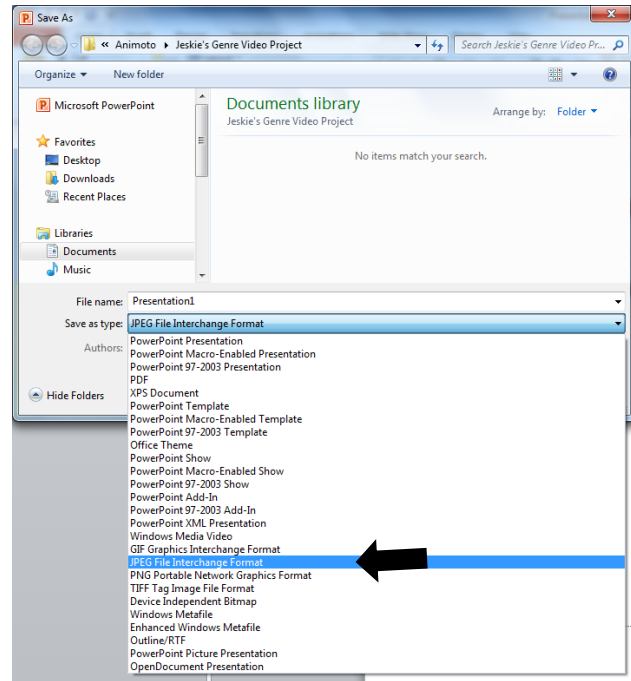
- Most of the pictures/video you add to your Animoto video will be ones that you have saved to your computer. To upload these files, click on "Add Pics & Vids" and then "Upload Pictures and Video". You will then select the file(s) you want to upload from your computer, flash drive, etc.
- Especially when adding/uploading video, keep in mind that **Animoto won't show more than 10 seconds of a video**, even if the video you upload is longer. If the video you upload is over 10 seconds long, you will have the option of selecting *what* 10 second (or shorter) segment you want to appear in your finished video, but that is all that will be shown.
- You can also add photos/videos from Animoto's Image and Footage Libraries to your video. You can preview videos from the Footage Library by clicking on the "play button" for a particular clip:



Adding Text:

- If you have a "short chunk" of text to add to your video, select the "Add Text" option from the main menu. This will allow you to add up to two lines of text. The first line can contain a maximum of 22 characters (spaces included), and the bottom line can include up to 30 characters (spaces included). The top line will show up in a slightly-larger font than the bottom line.

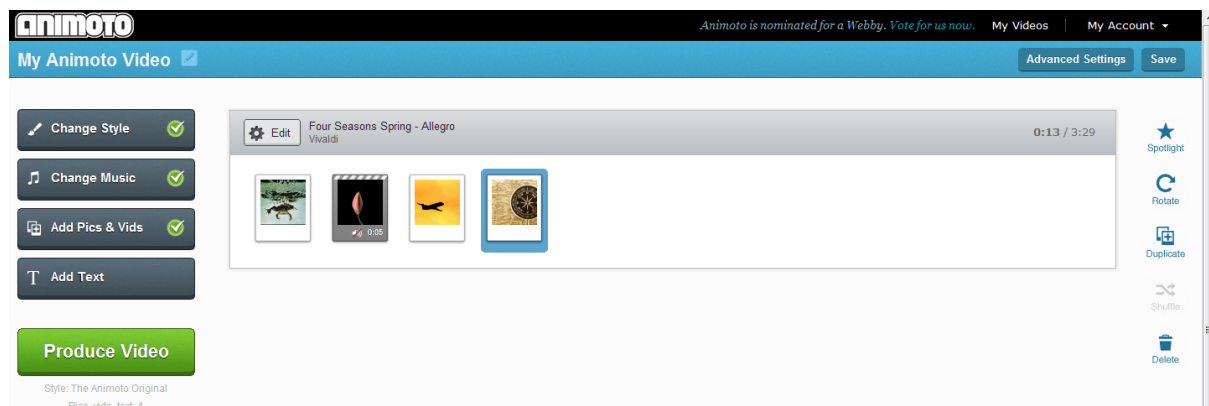
- If you want to add a “larger chunk” of text to your video, you can create one or more PowerPoint slides to add to your video:
 - Create one or more slides in PowerPoint, which include the text you want. Make sure the background, font, etc. are the way you want it to appear in your finished video.
 - When finished with your slide(s) click on “File”, and then “Save As”.
 - Change the “Save as type” to “JPEG File Interchange Format”, give your slide(s) a name, and then click “Save”. This will save each slide as a separate picture file, that you will be able to upload to your Animoto video just like a photo:



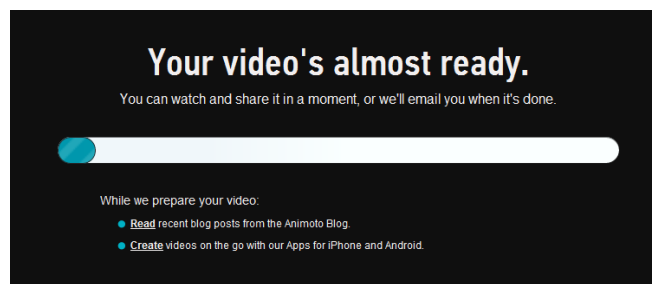
- (If you created more than one slide in PowerPoint, when you save, it will ask you if want to export every slide, or just the current slide. Click “Every Slide” and “OK”.)
- To add these slides to your Animoto video, follow the steps listed above for adding photos.

Organizing Your Video:

- Once you have all the videos/photos added, you can “click and drag” to change the order they are in.
- If you want special emphasis to be given to any pictures or clips in your click on that picture/clip (so it’s surrounded in blue), and click on “Spotlight” (on the right-hand menu):

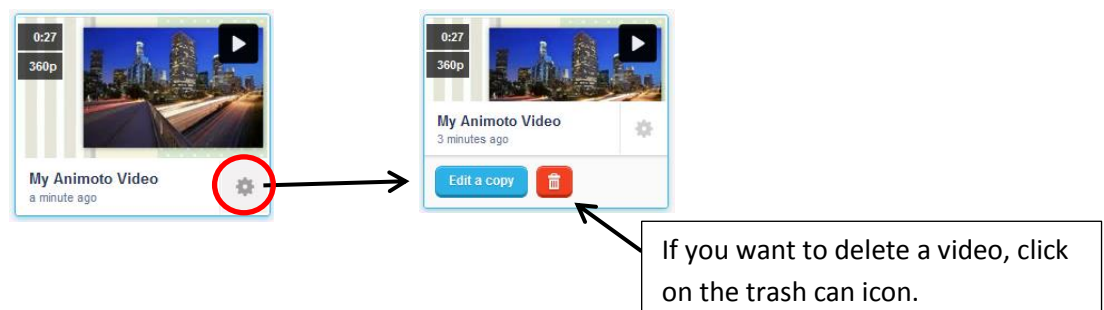


- Similarly, you can rotate (turn) images/clips, duplicate them, or delete them, using the menu on the right-hand side.
- Once everything is the way you want it to be (order, music, text, etc.), click on the green “Preview Video” button to see a low-resolution “preview” of what your finished video could look like. (You will not be able to click on this button if you haven’t added music to your video, or if you don’t have any videos, photos, or text added.)
- Once you view the preview video, you can click on “Continue Editing” to go back and make changes, or “Produce” to create a final, high-resolution version of the video.
- Once you click on “Produce Video,” Animoto will “create” your video. This process will take at least a minute or two, and can take quite a bit longer (depending on the overall length of your video). You will see a “progress bar” that shows how far along your video is before it’s finished:



(It’s okay leave Animoto while you’re waiting. Your finished video will be there when you get back or log in again.)

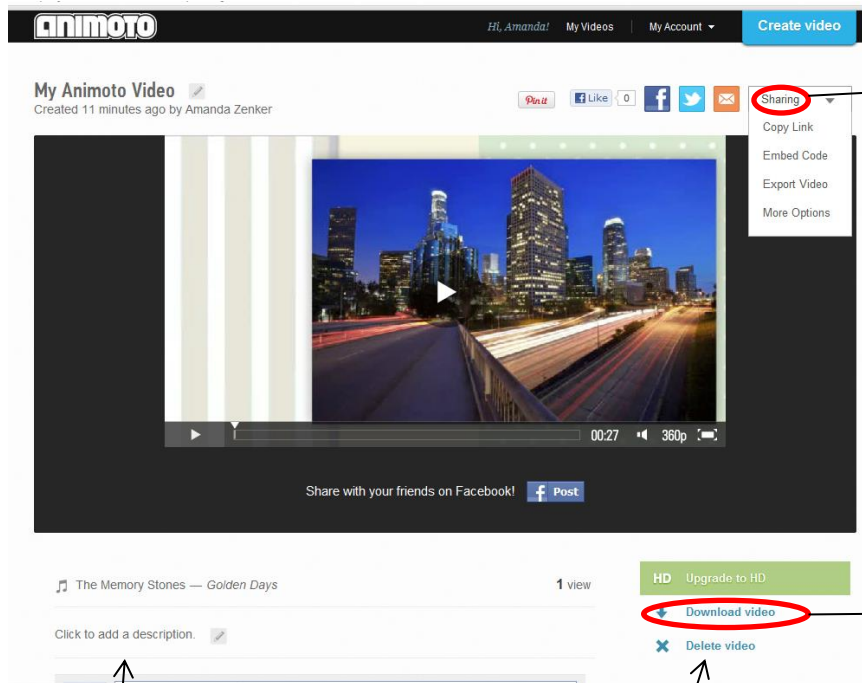
- If you have produced a video, you can make changes by going to the “My Videos” menu (click “My Videos” at the top of the screen). From there, you will need to click on the “gear” button on the lower right-hand corner of the video, and choose “Edit a Copy”:



If you click on “Edit a Copy”, this will take you back to the editing screen with a new copy of the video, where you can make your changes, and click on “Preview” and/or “Produce” again. You will have to wait another few minutes for the new version of your video to be created. (Both the “old” and “new” versions of the video will show up in your “My Videos” menu, until you delete one or both of them.)

To Download and/or Share a Video:

To download or find ways to share a video, you'll first need to select a video from your "My Videos" list. (Just click on the "play" icon.)



Click on "Sharing" in order to copy a link to your video, get an embed code (i.e. to embed a video on a website), export the video (i.e. upload it to YouTube), and more.

If you are going to share a video with others, it might be a good idea to add a description for your video.

You can also delete a video from this screen.

If you want to download the video (in 360p) to your computer, click on this. If you wanted to burn a copy of the video to a DVD, you would have to pay a fee to download the appropriate file type.