

USER'S GUIDE

CyberPuppy Software © 1993-1995

CyberPuppy's Monstrous Media Kit

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Defective media returned within thirty days from date of purchase will be replaced without charge.

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TABLE OF CONTENTS

INTRODUCTION _____	PAGE iv
QUICK-START GUIDE _____	PAGE 1
THE PAGE _____	PAGE 10
 TREASURE CHESTS _____	PAGE 14
 ADD PHOTOS _____	PAGE 16
 WRITE _____	PAGE 18
 ADD SOUND _____	PAGE 20
 PAINT _____	PAGE 22
 STORYBOARD _____	PAGE 28
 PLAY STORY _____	PAGE 30
MENUS _____	PAGE 31
TROUBLESHOOTING _____	PAGE 37
INSTALLATION _____	PAGE 39

INTRODUCTION

Let's Tell a Story

What if you wanted to use your own photos, drawings, words and sounds—combined with pictures from a special Treasure Chest to tell a story, make a presentation, or just to have fun? With **CyberPuppy's Monstrous Media Kit** you can do all this and show off your work as full-screen slide shows, printed stories, or movies. You can even put your movies on floppy disks and share them with your friends.

By clicking on a few buttons with your mouse, typing on your keyboard, and talking into your microphone, you can quickly and easily create lively pages and stories with CyberPuppy's Monstrous Media Kit.

Think of the different ways people tell stories. How many different ways can you think of? How about:

- live storytelling
- mime
- slide shows
- theater
- television
- prose
- poetry
- songs
- film
- dance

With CyberPuppy's Monstrous Media Kit you have one more way to tell stories—with your computer. If you've ever watched a live storyteller you may have noticed that the storyteller sometimes uses special props such as a costume or mask to illustrate certain parts of the story. Instead of using props you can use pictures, words and sounds to tell your stories. Instead of putting on a costume you may want to take a photograph of your face (from a Photo CD) and place it on a cartoon from one of our Treasure Chests of pictures. By adding more characters and a background, you'll set the stage for your own very exciting story—ready to unfold.

How many different types of stories are there? Let's try to think of some of the various types of stories, such as:

- mystery
- comedy
- fiction
- non-fiction
- history
- science fiction
- biography
- autobiography

Where does the story take place? Stories typically involve a setting. Some settings that come to mind are:

- a vacation
- the beach, zoo, or park
- inside or outside a school
- the car, bus, train, plane, etc.
- a family gathering
- your home
- a pretend place

The content of your story can be almost anything. It could include:

- facts
- jokes
- ideas
- fantasies
- dreams
- dramatic moments
- scientific observations
- rumors
- gossip

Stories can be created and told by one person, or they can be created and told by a group. For example, if only one person saw something, then only that person can tell a story about it. On the other hand, if an entire class saw something, or learned about something together, everyone might want to contribute to the same story. One interesting project would be to see what would happen if a group of people witnessed the same thing and, in the telling of the story, one person began it and another picked it up, followed by another person, until the conclusion. How would it be different from just one person telling the story?

Remember that a good story has a:

- beginning,
- middle,
- and an end.

Before you start, consider putting together a storyboard or plan for each part or page of your story. For example, if your story is going to be ten pages long, try creating a set of index cards that describes the action for each page.

Variety helps maintain the attention of your audience. Unusual sounds, dazzling pictures, brightly colored text, and other special effects add pizzazz to your stories!



QUICK-START GUIDE

A special note about this manual

All pictures in this manual are from the Macintosh version. CyberPuppy's Monstrous Media Kit for Windows may look slightly different.

To start

After performing the installation (see page 39), find the CyberPuppy's Monstrous Media Kit application icon and double-click on it. The application will launch and you will soon see the **Control Panel** and a blank page. If you do not want to hear the opening music, just click the mouse or hit any key on your keyboard.



Note: To hear sounds with the Windows version, you must have a Sound Blaster or compatible sound card.

Animate the Control Panel

For fun, you can animate the Control Panel icons by clicking and holding your mouse on each one.

TREASURE CHESTS



PHOTO CD



WRITE



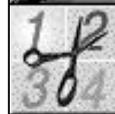
ADD SOUND



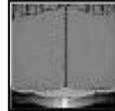
PAINT



STORYBOARD



PLAY STORY



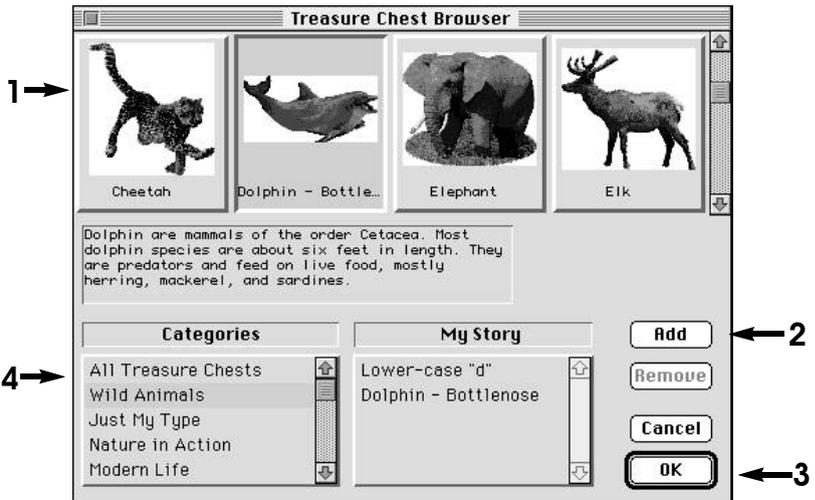


QUICK-START GUIDE

Let's start with the Treasure Chests

Click on the **Treasure Chest icon** and the browser will appear.

CLICK ON A
PREVIEW
PICTURE.



Four Easy Steps for Using the Treasure Chests

While in the Treasure Chests:

1. **Click on a preview picture.** Notice that the picture becomes highlighted and a text description may appear in the text box below the preview pictures. Most importantly, the **Add** button becomes available.
2. **Click the Add button** and the title of the picture you choose will appear in the "My Story" area. (You can also double-click on a preview picture and it will automatically be added to your list.)
3. **Click the OK button** and the picture(s) you added will automatically appear on your page.
4. **Check out our different categories** by clicking on the name of the category you'd like to view. That's all there is to it!

QUICK-START GUIDE

You can select as many pictures as you want and add or remove them from the “My Story” area. To remove a name from “My Story,” click on the name of the picture, then click on the **Remove** button; or double-click on the name of the picture and it will be removed from your list.

Once your Treasure Chest pictures appear on the page they become *graphic objects* that are selectable, movable, and able to be resized.

Work with pictures on the page

- To move a picture, click and hold the mouse in the center of the picture. When the mouse is in the center of the picture it turns into a hand. Use the hand to drag the picture to a new location on the page.
- To re-size a picture, click on it, then click and drag one of the four square “handles” toward or away from the center of the picture (towards the center will make the picture smaller, while pulling away will make the it bigger). **The proportions of the picture will automatically stay the same when it is resized on the page.**

Work with multiple pictures or “objects” on the page

CyberPuppy’s Monstrous Media Kit offers a powerful and easy-to-use method of working with graphic, text and sound objects. When pictures are placed on the page they are arranged on top of each other in invisible layers. To control the layer in which a picture appears, you must first click on the picture you want to move, then choose one of the commands under the Page menu.

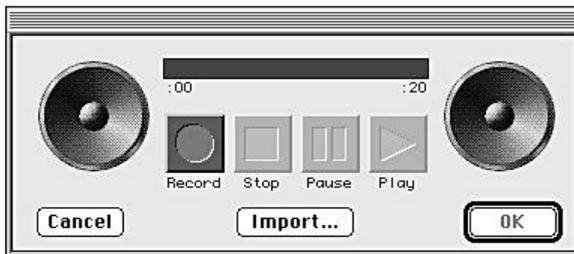
Page	
Move To Front	⌘T
Move Forward	
Move To Back	⌘B
Move Backward	
Add Sound...	
Delete Sound	
Edit Sound...	
Show Sounds	
Reorder Sounds...	
Play Sounds	
Background...	



Add sound to a picture or text

Any picture on a CyberPuppy's Monstrous Media Kit page can have both graphic information and sound information. You can add as many different sounds to your page as you have graphic or text objects.

To add sound to a picture or text object, click on the object to select it, then click on the **Sound icon**. The sound recorder will appear (as pictured below). Record your voice with your microphone or import a sound by clicking on the **Import** button. The sound will automatically be linked to the picture or text selected. After recording your first sound, a number "1" will appear when the object is clicked on to indicate this is the first sound you have added to the



page. To add an additional sound to the same page, click on another object and record your sound. Additional sounds will be numbered "2", "3", etc., according to the order they are recorded. CyberPuppy's Monstrous Media Kit also allows you to re-order and delete sounds within the page.

Add more pages

To add more pages to your story, choose the **Add Page** command from the **Story menu**. You can move between pages by clicking and holding on the Page Indicator in the lower left corner of the screen. Drag your mouse to the desired page number and release.

QUICK-START GUIDE

Moving between pages

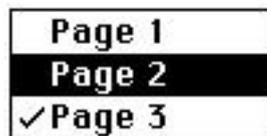
Notice the page guide on the lower left-hand side of the screen. Click and drag your mouse on the page guide to move quickly from one page to another.



Add a Photo CD picture

If you wish to take advantage of CyberPuppy's Monstrous Media Kit Photo CD capability, place your Photo CD into your CD-ROM drive*, then click on the Photo CD icon in the CyberPuppy's Monstrous Media Kit Control Panel. This will take you to the Photo CD browser. The first time you request a Photo CD you will get a dialog box asking you to locate the disc. Once you have selected your Photo CD disc you will not be asked for its location again during the running of the application.

* See Troubleshooting on page 38 for help with swapping CDs.



Three Easy Steps for Adding Photo CD Pictures

1. **Click on a thumbnail picture.** Notice that the picture becomes highlighted and appears in the Preview area.
2. **Click on a size (Thumbnail, Postcard or Full Page).** This is the relative size your picture will be when it appears on the page. You also have the option to **Rotate** or **Mirror** your picture.
3. **Click the OK button.** Your picture will be sent to the page. On the page it becomes a graphic object, ready to be moved, resized, or sent to the Paint Box (by double-clicking) for editing. You can also add sound to this picture.

QUICK-START GUIDE



Write

Click the mouse on the **Write icon** in the Control Panel and a blank text box will appear in the center of the page. You can begin typing in this box.



After you have finished typing, click somewhere else on the screen and the text becomes a movable and re-sizable object. Just click once in the center and four black rectangles (handles) will appear. You can also add sound to a text object (see **Page 4**).

When you re-size a text object (by clicking on and dragging the handles) your words will re-flow automatically.

Double-clicking inside the text box will cause it to become highlighted. You can then change the font, font size, style, text color, background color and background pattern.

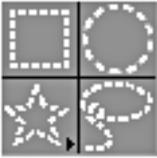


Paint

Access the Paint Box by double-clicking on any picture or object on the page or by clicking on the **Paint icon** in the Control Panel. The difference between the two techniques is that double-clicking on a graphic object will send that object into the Paint Box. Clicking on the paint icon in the Control Panel will bring you into the Paint Box with an empty canvas.

QUICK-START GUIDE

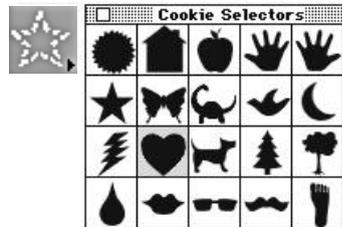
The Paint Box: Three Important Steps

1. Have fun! Paint your own masterpiece or alter graphics that you bring in from the page by double clicking.
2. When your work is finished, click on a Cookie-Cutter or any other selection tool, then click and drag your mouse across the portion of your work that you want to send back to the page. 
3. Click once on the Send button (“mailbox”) to send your selection back to the page!



Try a cookie-cutter

In the Paint Box, our unique Cookie-Cutter Technology allows you to choose from a group of shapes, making the difficult task of cutting and pasting simple and fun to do! Click and hold the mouse down on the cookie-cutter tool and you will get a pop-up palette. Drag the palette onto the Paint Box canvas and then release it.



Working with the cookie-cutter shapes

1. Click on a cookie-cutter shape (apple, hand, tree, etc.) and make your selection by clicking and dragging the mouse across the area you want to cookie cut (select).
2. Select **Cookie Cut** from the **Tools menu**.
3. You can also hit the **delete** key to cut the cookie shape out of your picture.

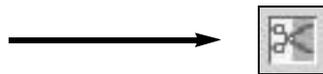


Storyboard

The Storyboard feature allows you to re-order the pages of your story and set transitions between pages for really exciting full-screen slide shows. To access the Storyboard click on the **Storyboard icon** in the Control Panel. You will see a dialog box with thumbnail images of each page you have created.

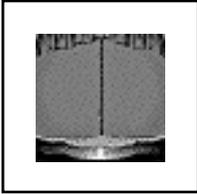


- **To re-order the pages in your story** click and drag the thumbnail versions of your pages to their desired location in the Storyboard.
- **To add transitions to your slide show** double-click on the thumbnail version of your page. Then select a transition from the Transition Selection box which pops up. A graphic representation of your transition will appear in the lower-left corner of your page on the Storyboard.



QUICK-START GUIDE

- **To change the delay time between slides** click on the options button. You can also deselect the automatic button and move your slide show forward manually with a mouse click each time you wish to advance through the pages.



Play your story

To play your slide show click on the **Play icon** in the Control Panel. The Play feature displays all the pages you've created, in sequence, with a one second time delay between pages by default. If you want to alter the time delay or choose transition effects, first go into the Storyboard and make your choices. Then run your show!



Note the icons next to the page number

The Note icon: When you add sound to a picture or text object, the slash across the note disappears and you can play the sound by clicking on this icon (when the object is selected). If you **Select All** and then click on the note, all of the sounds on that page will play, in order.

Windows users: In between the page numbers and the note icon, there's a slide transition icon. You can set the slide transition for the page by clicking on the transition icon and then selecting a transition. The default setting is a straight "cut" (the scissor icon).

THE PAGE

How to think about the page

CyberPuppy's Monstrous Media Kit uses "the page" as a basis for creating multimedia presentations or stories. Graphic objects (pictures), text, and sounds are treated as individual objects that can easily be moved, edited or deleted, either separately or as a group. They are arranged in separate, invisible layers. Each object can easily be moved from one layer to another.

In many ways a CyberPuppy's Monstrous Media Kit page is similar to a page from a page-layout or desktop publishing application. The basic goal of composing the page is to prepare it for a full-screen slide show, whereas the goal of a page from a page-layout application is to prepare it for paper output. Although you can print the stories you create with CyberPuppy's Monstrous Media Kit, you will miss out on the sounds and transitions that can be an integral part of your stories.

Working with pictures and text objects on the page

To **select a picture or text object**, move your mouse over the object you want to select so that the cursor changes to a "hand" and click once. Four rectangles, called "handles", appear around the selected object. If you have multiple objects on a page, the tab key allows you to move from one selected object to another. Shift-tab cycles your selections in the opposite direction.



To select multiple objects, click on one object, then while holding down the shift key, click on the other objects you wish to select. All the objects you click on will be selected.

To select all of the objects on a page, choose **Select All** from the **Edit menu**.

To move an object, click once in the center of it and hold down the mouse while dragging it to a new location on the page. (Notice that the basic shape of the object appears in outline form while the object is being dragged. This helps in understanding where it is on the page.) You can also move several objects at once by selecting them according to the method outlined above.

To re-size an object, click on it, then drag one of the four handles towards or away from the center of the object (towards the center will reduce the size of the object, while pulling away will expand the size of the object). The proportions of the object will always stay the same. If you want to change the proportions, you can send the object to the Paint Box by double clicking on it.

De-select an object or objects by clicking on any free space on the page. If an object completely fills the page, thereby eliminating any free space, holding down the shift key while clicking once will de-select a single object.

To delete an object, make sure it is selected and then hit the delete key or choose **Clear** from the **Edit menu**.

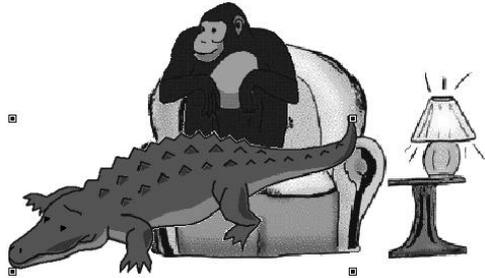
To copy, cut and paste an object from one page to another, or from another application into CyberPuppy's Monstrous Media Kit, select the object and choose the **Copy** or **Cut** command from the **Edit menu**.

<p>To import a PICT or BMP file, choose Import... from the File menu.</p>
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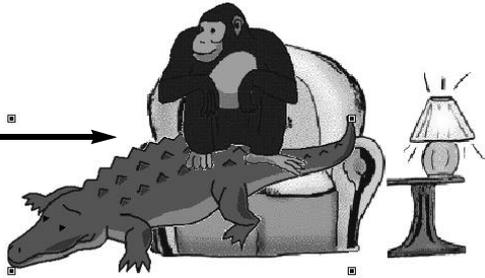
WORKING WITH PICTURES AND TEXT IN LAYERS

Pictures and text appear on the page in invisible layers. They are stacked in the order in which they are chosen. To move a picture from one layer to another, click on it, then choose one of these options from the **Page menu**: **Move to Front**, **Move Forward**, **Move to Back**, or **Move Backward**.

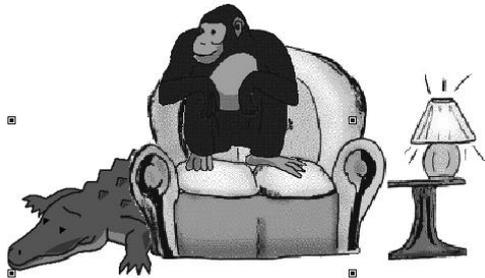
In the example to the right, the **Move Backward** command causes the alligator to move back just one layer at a time.



Notice that the alligator moves between the gorilla and the couch.



By choosing the **Move Backward** command again the alligator moves back one more layer, behind the couch.



The **Move to Back** command sends object(s) to the very back layer of the page in one step. **Move Forward** sends object(s) forward one layer at a time and **Move To Front** sends object(s) to the front in one step.

Backgrounds

Colored and patterned backgrounds are a good way to add visual excitement to your stories and do not take up much memory.

To change the background color or to add a pattern, choose the **Background** command under the **Page menu**. It offers a choice of 256 colors and a variety of patterns through a pop-up dialog box. Your background will automatically appear behind any graphic and/or text objects on the page.

To change the background you must click on one of the 3 pop-up palettes in the Page Background box .

Changing the background

To change the background color, click and hold the rainbow icon on the left and then select the color that you want. To change the pattern, click and hold the checker-board icon in the center and select your pattern.

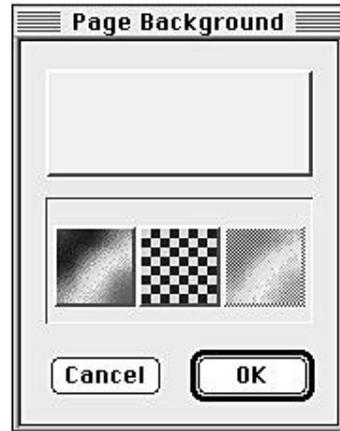
The rainbow palette on the left allows you to change solid backgrounds and the black dots and lines that are created from the patterns palette to any of 256 colors.

The rainbow palette on the right allows you to change the white dots and lines that are created from the patterns palette to any of 256 colors.

A preview of the background pattern and color(s) you have selected appears in the top portion of the **Page Background** box.

Printing the pages of your story

Choose the **Print** command under the **File menu**. Remember that if you have a black and white printer you may want to remove colored backgrounds from your pages, as the colors will appear black when printed. CyberPuppy's Monstrous Media Kit supports most color printers, so you can keep your pages intact if you are out-putting to a color printer. **Please note:** you may want to choose **Landscape** mode from the **Page Setup** command under the File menu (for printing an entire page).

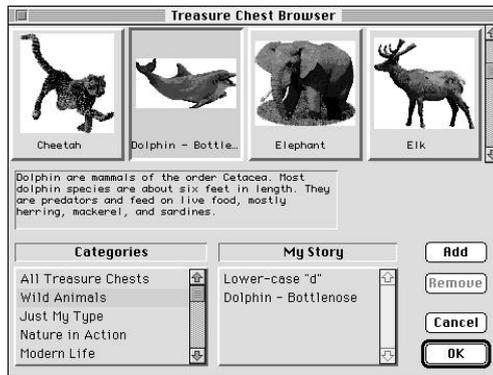


THE TREASURE CHESTS



The Treasure Chest icon gives you easy access to a large collection of high-quality pictures and backgrounds. It includes high-resolution photographs and custom illustrations that can be accessed over and over again. If you have any suggestions for Treasure Chest themes, please let us know. We are committed to providing Treasure Chests that meet the needs of our users.

CyberPuppy's Monstrous Media Kit is designed to seamlessly access Treasure Chest files *when they are placed in the same location on your hard drive as the CyberPuppy's Monstrous Media Kit application*. Multiple Treasure Chest files can be accessed at the same time through the browser.



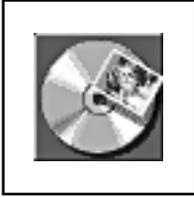
What You'll See in the Treasure Chest Browser

- Previews of Treasure Chest files: collections of pictures and backgrounds with titles and text descriptions.
- Preview versions of each picture are displayed in the Treasure Chest Browser. You can scroll through the pictures and/or backgrounds in each category by clicking your mouse on the up or down arrows next to row of preview pictures.
- Below the row of preview pictures, there is a text description of the highlighted picture.

- Because the pictures in the Treasure Chest are divided into several different categories such as Just My Type, you can choose which group of pictures or backgrounds you want to see by making a selection from the **Categories** list. Click your mouse on any category and a new group of preview pictures appears.
- The **My Story** area lists the titles of the pictures and backgrounds you have selected. These are the pictures and/or backgrounds that will be sent to your page when you click on the **OK** button.
- The **Add** button places the currently highlighted preview picture into the My Story area. You can also double-click on a preview picture to accomplish the same thing. The **Remove** button removes a highlighted picture title from the My Story area. Double-clicking on a picture or background title while it is in the My Story area will also remove it.
- The **OK** button sends all of your pictures from the My List area to the page in one step. The **Cancel** button simply returns you to the page without any new pictures.

Note: With *CyberPuppy's Monstrous Media Kit for Windows*, you may need to double-click on a category folder in order to see the different sub-categories located within that folder.

ADD PHOTOS



The CyberPuppy's Monstrous Media Kit Photo CD browser allows you to preview and then select pictures from your own Photo CDs.

What is a Photo CD?

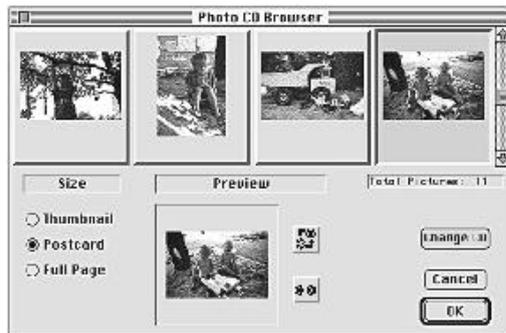
A Photo CD is a compact disc capable of storing 35mm photographs digitally for use on your personal computer. Many local photofinishers can create a Photo CD for you from any 35mm roll of print or slide film. Once your film is processed, it is scanned, converting the light into digital information (ones and zeros). This data is then “written” to a Photo CD. Over 100 photographs fit onto a single Photo CD. Any Photo CD you create can be viewed on a computer with the appropriate software and a CD-ROM drive.

Single-session versus multi-session Photo CDs

Some of the older CD-ROM drives recognize only single-session Photo CDs (check with your manufacturer). A single-session Photo CD contains photographs that are all written to the Photo CD at the same time by the photofinisher. For example, if you drop off one or two rolls of film to be put on a new Photo CD, you will get back a Photo CD with one session on it. There is room on that disc for more pictures to be added later, but that would create multiple sessions. Only the newer CD-ROM drives recognize multi-session Photo CDs. If you have a CD-ROM drive that recognizes only single-session Photo CDs, consider dropping off many rolls of film at one time. Be sure to specify to your photofinisher that you want single-session only. Also, check with your CD-ROM manufacturer to see if you need an updated software driver.

For basic instructions on accessing Photo CDs, see **Page 5** in the Quick-Start section.

The Photo CD Browser has several features:



- Photographs on your CD are previewed as thumbnail pictures that can be browsed by clicking on the up or down arrows.
- You determine the relative size of the photograph you send to the page by choosing either **Thumbnail, Postcard, or Full Page**. Orientation of the photograph (**Rotated, Mirrored**) can be changed by first choosing the picture size, then clicking on the orientation buttons to the right. The **Rotate** button will turn the picture counter-clockwise in 90 degree increments. When you click on the **Mirror** button your picture flips horizontally, creating a mirror image of itself.



ROTATE



MIRROR

- The **OK** button sends the currently selected photograph to the page. **Cancel** returns you to the page without a new photo. The **Change CD** button allows you to switch to another Photo CD while remaining in the browser.

Note: To bring photographs or other graphic images saved as PICT (Macintosh) or BMP (Windows) files into CyberPuppy’s Monstrous Media Kit, choose **Import...** from the **Page menu**.

See **Troubleshooting on page 38** for help with swapping CDs.

WRITE BOX

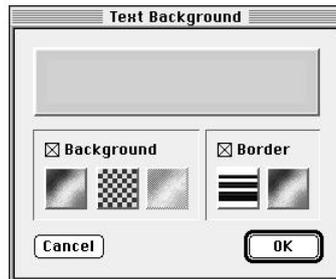


For basic instructions on how to use the Write Box, see **Page 6** in the Quick-Start section.

In addition to being able to choose a font, font size, style, alignment, and color, you can also add a background color, pattern, and border to any text box in CyberPuppy's Monstrous Media Kit.

Here's how to create a background for your text

- 1) Double-click on any text box you have created.
- 2) Go to the **Text menu** and select **Background**.
- 3) The **Text Background** box will appear.



To **add a background** to your text box, click once on the check box next to the word "Background". The default background pattern is solid. To change the background pattern, click and hold the checkerboard palette in the middle and select your pattern.

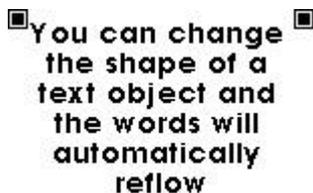
The rainbow palette on the left allows you to change a solid color background or the black dots and lines that are created from the patterns palette to any of 256 colors.

The rainbow palette on the right allows you to change the white dots and lines that are created from the patterns palette to any of 256 colors.

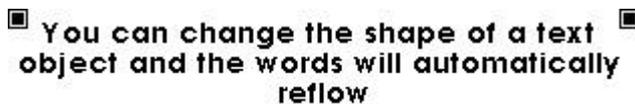
And finally, you can **create a border** for your text box and a color for the border. Click on the check box next to the word “Border” in the Text Background dialog box, then click and hold the border thickness palette on the left. The rainbow palette on the right gives you a choice of 256 colors.

Re-sizing text boxes

Any text box can be selected, re-sized, and moved as any other graphical object. To **adjust the size and shape** of your text box, just click and drag one of the four handles that appear at the corners when the box is selected. The text will re-flow automatically.



■ You can change
the shape of a
text object and
the words will
automatically
reflow



■ You can change the shape of a text
object and the words will automatically
reflow



You can also select (click on) a text object (so that the handles appear), then add sound to it (see Page 20).

Double-clicking on a text box highlights the text for editing. You can modify all or part of your text, change the background or border.

You can paste text that you have copied from another application into CyberPuppy’s Monstrous Media Kit by first clicking on the Write icon (to create a text box), then choosing **Paste** from the **Edit menu**.

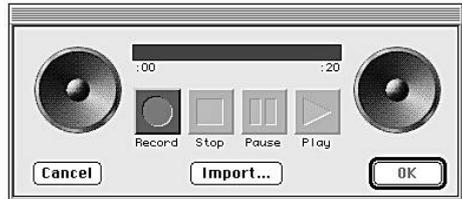
SOUND



CyberPuppy's Monstrous Media Kit uses a unique way to add sounds to your story. Rather than attaching sounds to the page itself, which would limit you to only one sound per page, sounds can be attached to each picture or text object.

To add sound to a picture or text object, first select it with your mouse, then click once on the **Sound icon** in the Control Panel.

You will then see a dialog box like the one to the right.



To **record sounds**, be sure that your microphone, cassette player, or other sound input device is plugged into the appropriate port on your computer. Then click on the **Record** button (as pictured in the box above) and either talk into the microphone or press play on your sound input device.

Click on the **Stop** button when you have finished recording. You can also click on the **Pause** button if you want to temporarily stop recording. Clicking on the **Play** button will play back what you have recorded. (*Note: If you were to click on the record button once again, you would record over your first recording.*)

To **import a pre-recorded or digitized sound**, click on the **Import** button in the Sound dialog box. *CyberPuppy's Monstrous Media Kit allows approximately 20 seconds of recorded or imported sound per picture or text box. You can import *snd* files on Macs and *wav* files on Windows.*

Once sound is added to an object, the musical note next to the page number becomes active. If the object is selected, clicking on the note will play your sound. Click again and the sound will stop. Selecting several objects and clicking on the note will play several sounds, in order.



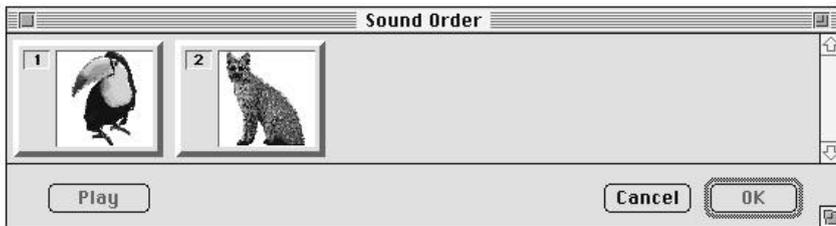
Deleting and editing sounds on a page

- To delete a sound, click on a picture or text object and choose **Delete Sound** from the **Page menu**.
- To edit or replace a sound, select a picture or text object and choose **Edit Sound** from the **Page menu**.

Re-ordering sounds

The sounds attached to pictures and text can be re-ordered on a page. (Please keep in mind that only one sound can play at a time.)

To re-order the sequence of sounds on a page, choose **Re-order Sounds** from the **Page menu**. You will get a dialog box like the one below, with a separate window for each picture or text object that has sound. To re-order your sounds, click on one of the windows and drag it to a different location. The sounds will automatically re-order themselves. If you click on the **Play** button, you will hear the sounds on the page in sequence. Click on the **OK** button when you're done.



Special Note: When creating your stories, adding sound should be the final step. Sounds attached to objects brought into the Paint Box (by double clicking) will be erased. Also note that sounds take up a large amount of disk space. So it's a good idea to create short sound recordings.

PAINT BOX



In the CyberPuppy's Monstrous Media Kit Paint Box you can draw and paint your own pictures or make changes to pictures from the Treasure Chests, a Photo CD, or an imported picture file.

There are two different ways to enter the Paint Box:

1. Double-clicking on any picture on the page brings that picture into the Paint Box. Once your picture is in the Paint Box you can make artistic changes to it. For example, you might want to paint a mustache on a face. If you bring a picture into the Paint Box by accident, immediately choose **Undo** from the **Edit menu**.
2. Clicking once on the **Paint Box icon** in the Control Panel leaves everything on the page as is, and takes you to the Paint Box with an empty canvas. You can create a new picture in the Paint Box, send it back to the page, and not alter anything originally on the page. You simply add to it.

Note: When a picture is brought into the Paint Box, **any sound that may have been added to that object will be erased**. However, when you return to the page, any new artwork that has been “sent” from the Paint Box becomes a picture you can add sound to.

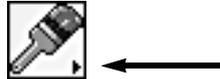
For basic instructions on how to use the Paint Box, see **Page 6** in the Quick Start section.

Some important details about the Paint Box

Several pictures can be brought into the Paint Box at one time. Click on one picture, then while holding down the shift key, click on the other pictures you wish to select. Finally, double-click on the group to enter the Paint Box.

NOTE: When picture(s) are brought into the Paint Box, the painting surface is automatically cleared of everything except those picture(s).

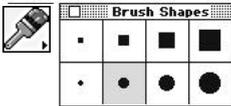
A tool from the Paint Box palette is selected by clicking on its icon. The icon darkens to indicate that it has been selected. Icons with **small triangles** in the lower-right corner indicate that more tools are available as pop-up palettes.



To activate the **pop-up palettes**, click and hold down the mouse on any icon with a small arrow in the lower right hand corner. You can also drag the palette onto the Paint Box canvas and release the mouse. The palette will detach itself. To close a pop-up palette, click the close box in the upper-left corner.



The Paint Box Tool Palette



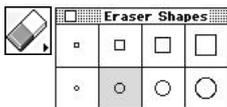
Paint Brush

Choose from eight sizes and any of 256 colors.



Pencil

Has a one-point thickness with a choice of 256 colors.



Eraser

Choose from eight sizes. Double-clicking on the eraser clears the screen.



Paint Bucket

Fills an area with color, including the entire Paint Box. (Try it as a base for cookie cutters.)



Spray Can

Uses the line color from the **Line Preview** area (see below) to spray at four different sizes.



Eye Dropper

Takes the color temperature of a pixel (point) on the Paint Box canvas and changes the fill color accordingly. Holding the Shift key changes the color to the Line color.



Rectangles

Make rectangles with different fills, patterns, and line colors. Rectangle borders can have different thicknesses.



Holding the shift key while dragging the rectangle tool will restrict the shape to a square. The same functions are true for **rounded rectangles**, except the rectangles will be rounded.



Lines & Circles

Uses the color from the **Line Preview** area. Holding the shift key while dragging the line tool will restrict the shape to straight lines at 45 degree angles. Holding the shift key while dragging the circle tool will restrict the shape to a perfect circle.



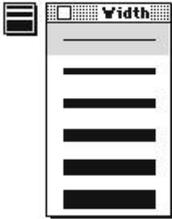
The Preview Area

The preview area is where you can choose colors, patterns and line/border thicknesses to see how they will look.

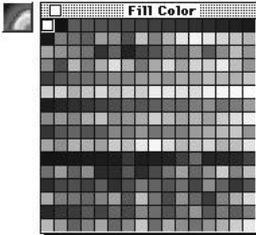
Preview line/border colors and thicknesses. →

Preview fill colors and patterns. →



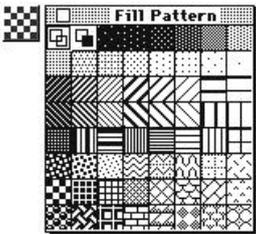


The **Line Width** palette gives line widths for the rectangle, rounded rectangle, line and circle tools.



The **Fill Color** palette is a pop-up palette with 256 fill colors.

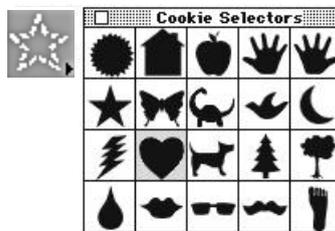
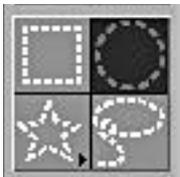
The **Line Color** palette uses the same set of colors as the Fill Color palette.



The **Fill Pattern** pop-up palette is used by the paint bucket, rectangle, rounded rectangle and circle tools.

Cookie-Cutter Technology

Cookie-Cutter Technology is designed to make it easy for you to create special effects in fun shapes. The tools available for this are the standard rectangle, circle, and lasso tools, along with twenty unique cookie-cutter shapes.



The term cookie-cutter technology comes from what we do with real cookie-cutters and cookie dough. Imagine cookie-cutters in all different shapes. Now imagine some cookie dough rolled out on a table. Think of the Paint Box as that dough, but instead of just chocolate chips you have lots of colors and patterns for making all sorts of cookies. To put shapes into the real cookie dough you push the cookie-cutter onto the dough, and then remove the shaped dough and put it onto a baking sheet. In almost this same way you can use the cookie-cutter tools in the Paint Box to create a shape and then “send” it back to the page.

Once you have created a picture in the paint box you can:

- **Send it back to the page*** by selecting all or part of it and clicking on the “mailbox” tool
- **Clear** (The delete key acts like clear.)
- **Move** (drag)
- **Clone** (option-drag—makes a duplicate.)
- **Cookie Cut Selection**—deletes everything outside of the selection
- **Flip horizontal *** —flips the picture so that you get a mirror image of the original
- **Flip vertical *** —flips the picture upside-down
- **Rotate counter-clockwise** (90 degree increments) * —rotates the picture counter-clockwise
- **Resize *** —creates handles for re-sizing

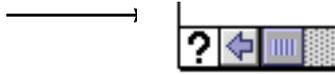


Note: Items with an asterisk (*) must first be “selected” with the rectangle shaped selection tool. Items marked with a delta (Δ) are available only through the **Tools menu**.

A note about re-sizing: In the Paint Box, the action of re-sizing will not maintain the proportions of the image. Proportions of any graphic image are only maintained during re-sizing on the page.

The Paint Box palette can be dragged around your screen. To drag the palette, click and drag the bar at the top of the palette.

For Help in the Paint Box: Click on the question mark in the bottom left corner.



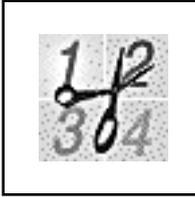
Have fun with Cookie-Cutter Technology

Try this!

1. Select a picture from one of the **CyberPuppy's Monstrous Media Kit Treasure Chests** and bring it onto your page.
2. Double-click on the picture to bring it into the **Paint Box**.
2. Choose a **fill color** from the rainbow palette below the fill color preview box (see Page 24).
3. Click on the **Paint Bucket tool** and click anywhere on the white portion of the screen. (You should see the screen fill with color behind your picture.)
4. Choose a cookie-cutter shape and click and drag your mouse from the upper left and across your screen to the lower right.
5. Choose **Cookie Cut** from the **Tools menu** and you should get a solid shape like the one below.
6. Send your cookie-cutter shape back to your page and it becomes a graphic object that can be resized and moved anywhere on the page.



STORYBOARD



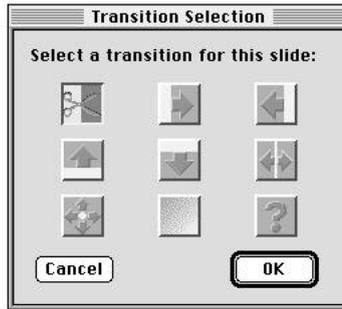
Click on the **Storyboard icon** to:

1. Change the order of the pages you've created. For example, you'd like page 2 to become page 5.
2. Add transitions to your slide show. You can add a left-to-right fade for one page, and a dissolve effect for another.
3. Change the rate at which the slide show advances from page to page, and/or whether the show moves forward automatically or manually with a mouse click.

To change the order of the pages you've created, click on the **Storyboard icon** in the Control Panel. You will then see a dialog box like the one below.



To re-order a page, drag the preview version of it to a new location on the Storyboard.



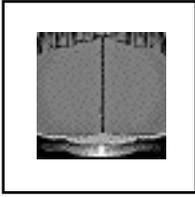
Double-click on a preview page in the Storyboard and you will see the Slide Show Transitions dialog box above. This allows you to choose transitions between pages/slides. A simple cut is the default transition. The question mark chooses randomly from the other transitions.

Click on the effect that you want and then click on the **OK** button. A small picture which represents your transition will appear in the lower-left portion of the preview page. You can pick a different transition for every page.



By clicking on the **Options** button in the Storyboard you can change the delay time between slides during the running of an automatic slide show. (Our “pages” magically become slides during the slide show mode.) Or you can de-select the automatic button and move the slide show forward by clicking your mouse. (You can also over-ride an automatic slide show by clicking the mouse.) Loop the show by clicking on the Loop Slide Show check box. Stop a looped slide show by hitting command-period on your keyboard.

PLAY STORY



Whenever you're ready to take a look at how your story is progressing, click your mouse once on the **Play Story** icon in the Control Panel (or choose the **Play Story** command from the **Story menu**). The screen will go black for a second, then each page will fill up the screen and play in sequence. If you didn't make any changes in the **Storyboard**, a one-second delay will take place between slides by default, and a simple cut will occur between the slides.

While your slide show is running you can stop it at any time by hitting either command-period or the letter "Q" (for quit) on your keyboard.

Note: If you save your story as a CyberPuppy's Monstrous Media Kit file (the standard way to save), you can add to or change your story later. A second copy of your story can also be saved as a QuickTime™ or Video for Windows™ movie under a different name. By saving your story as a movie, your friends won't need to have CyberPuppy's Monstrous Media Kit on their computers to view your movies!

Turn your slide show into a self-running movie!

To save your slide show as a movie choose the **Save As...** command in the **File menu**. *For Macintosh:* click the Save as QuickTime button. Give it a different name, unless you want to permanently convert your CyberPuppy's Monstrous Media Kit file into a QuickTime movie file. *For Windows:* For Video for Windows, choose **Save File as Type: Movie**.

Printing

If you want to print your story, choose the **Print** command under the **File menu**. To print your pages in "landscape mode", be sure to first change your paper orientation in **Page Setup**. CyberPuppy's Monstrous Media Kit supports most color printers, but if you're using a black and white laser printer, you may want to eliminate color backgrounds for cleaner print outs.

MENUS: Macintosh

Please note that the menus for the Macintosh and Windows versions are slightly different.

The File Menu

New—creates a new file.

Open—opens an existing file.

Import—allows you to import PICT files from your hard drive, floppy disk, or CD-ROM.

Close—closes an existing file.

Save—saves a new file as either a CyberPuppy's Monstrous Media Kit file or a QuickTime movie.

Save As...—saves a file as either a CyberPuppy's Monstrous Media Kit file with a new name, or as a QuickTime movie.

Page Setup...—gives you choices regarding the way your story will be arranged on the printed page (e.g., page orientation, etc.).

Print...—gives you choices regarding the way your story will be printed (e.g., number of copies, etc.).

Quit—quits the CyberPuppy's Monstrous Media Kit application.

The Edit Menu

Undo—undoes a single action.

Cut—cuts an object or a selection and places it on the clipboard.

Copy—same function as cut except the item stays on the page or on the Paint Box canvas.

Paste—pastes items or PICT files or text onto the page. (Text cannot be pasted onto the Paint Box canvas).

Clear—deletes a selected item.

Select All—selects every object or, in the case of the Paint Box, the entire canvas.

The Story Menu

Add Page—adds a new page to the file.

Delete Page—deletes a page from the file.

Next Page—goes to the next page of the file.

Last Page—goes to the last page of the file.

Previous Page—goes to the previous page of the file.

Story Size...—brings up a dialog box for adjusting dimensions of your story to accommodate 12" and 13" monitors.

Play Story Options...—brings up a dialog box with options for controlling automatic and manual slide shows.

Play Story—starts your slide show.

The Page Menu

Move To Front—brings an object to the front layer.

Move Forward—brings an object forward one layer.

Move To Back—sends an object to the back layer.

Move Backward—sends an object backward one layer.

Add Sound...—When an object is selected, brings up a sound recording box with buttons for recording, pausing, stopping, playing, and importing sounds.

Delete Sound—deletes sound from a selected object.

Edit Sound...—brings up the sound recording box and allows you to re-record a sound for the selected object.

Show Sounds—a check mark indicates that numbers will appear next to any object that has a sound. The numbers show the order in which the sounds will play when your story is running.

Re-order Sounds...—brings up a dialog box with controls for re-ordering the sequence of sounds on a page.

Play Sounds—plays sound(s) from selected object(s).

Background...—brings up a dialog box with controls for setting a background color and pattern for the page.

The Text Menu

Font—allows you to choose a font from any that is in your system.

Size—choose 9, 10, 12, 14, 18, 24, or 36 point size type.

Style—choose from plain, bold, italic, underline, outline, shadow, condensed, and extended styles.

Alignment—choose left, centered, or right alignment for text.

Background...—brings up a dialog box and allows you to select patterns and colors for text backgrounds.

The Windows Menu

The Windows menu gives you menu and keyboard shortcuts to all of the major features of the CyberPuppy's Monstrous Media Kit application. If you don't want to hear sounds when activating the control panel, use the windows menu or the command-key shortcuts. You can also use your Macintosh's sound control panel to adjust the volume of the sound.

The Tools Menu (in the Paint Box)

Hide Tools—hides/shows the tool palette.

Rotate*—rotates the selection 90 degrees each time.

Flip Horizontal*—makes a mirror image of a selection.

Flip Vertical*—flips the selection upside-down.

Resize*—places handles on a selection and allows for non-proportional re-sizing of any selection.

Cookie Cut —deletes everything outside of the selection

Send To Page—sends the selection to the page (the menu equivalent of the "mailbox" button.)



← * applies to selections made with the rectangular selection tool.

MENUS: WINDOWS

The File Menu

New—creates a new file.

Open—opens an existing file.

Close—closes an existing file.

Save—saves a new file as either a CyberPuppy's Monstrous Media Kit file (.kss) or a Video for Windows movie.

Save As...—saves a file as either a CyberPuppy's Monstrous Media Kit file with a new name, or as a Video for Windows movie.

Import—allows you to import BMP files from your hard drive, floppy disk, or CD-ROM.

Printer Setup...—gives you choices regarding the way your story will be arranged on the printed page (e.g., page orientation, etc.).

Print...—gives you choices for printing your story.

Exit—quits the CyberPuppy's Monstrous Media Kit application.

The Edit Menu

Undo—undoes a single action.

Cut—cuts an object or a selection and places it on the clipboard.

Copy—same function as cut except the item stays on the page or on the Paint Box canvas.

Paste—pastes objects (pictures or text) onto the page. (Note: text cannot be pasted onto the Paint Box canvas).

Clear—deletes a selected item.

Select All—selects every object or, in the case of the Paint Box, the entire canvas.

The Story Menu

Add Page—adds a new page to the file.

Delete Page—deletes a page from the file.

First Page—goes to the first page of the file.

Next Page—goes to the next page of the file.

Last Page—goes to the last page of the file.

Previous Page—goes to the previous page of the file.

trolling automatic and manual slide shows.

Play Story—starts your slide show.

The Page Menu

Move To Front—brings an object to the front layer.

Move Forward—brings an object forward one layer.

Move To Back—sends an object to the back layer.

Move Backward—sends an object backward one layer.

Add Sound...—When an object is selected, brings up a sound recording box with buttons for recording, pausing, stopping, playing and importing sounds.

Delete Sound—deletes sound from a selected object.

Edit Sound...—brings up the sound recording box and allows you to re-record a sound for the selected object.

Show Sounds—a check mark indicates that numbers will appear next to any object that has a sound. The numbers show the order in which the sounds will play when your story is running.

Reorder Sounds...—brings up a dialog box with controls for re-ordering the sequence of sounds on a page.

Play Sounds—plays sound(s) from selected object(s).

Background...—brings up a dialog box with controls for setting a background color and pattern for the page.

The Text Menu

Font—brings up a dialog box with choices for fonts from any that is in your system; font styles (plain, bold, italic, underline, and strike-out); color (from a 256-color palette); and font sizes. Clicking **OK** will close the dialog box and present your font choices in the text box.

Background...—brings up a dialog box and allows you to select patterns and colors for text backgrounds.

The Windows menu gives you menu and keyboard shortcuts to all of the major features of the CyberPuppy's Monstrous Media Kit application. If you don't want to hear sounds when activating the control panel, use the Windows menu or the command-key shortcuts. You can also use your Window's sound Control Panel to adjust the volume of the sound.

The Tools Menu (in the Paint Box)

Rotate*—rotates the selection 90 degrees each time.

Flip Horizontal*—makes a mirror image of a selection.

Flip Vertical*—flips the selection upside-down.

Resize*—places handles on a selection and allows for non-proportional re-sizing of any selection.

Cookie Cut—deletes everything outside of the selection.

Send To Page—sends the selection to the page (the menu equivalent of the “mailbox” button.)



← * applies to selections made with the rectangular selection tool.

TROUBLESHOOTING

“I can’t find all of my graphic and/or text objects.”

Try choosing **Select All** from the **Edit** menu. You will see the handles of all of your objects on the page. Once you’ve located a hidden object, click on the item in front of it and choose either the **Send Backward** or **Send to Back** command from the **Page** menu.

“I can’t get my pictures from the Paint Box to the page.”

You need to make a selection with any of the cookie-cutter tools and then click on the Send (mailbox) button. See the Paint Box chapter.

A special note about Treasure Chest images: When saving, keep in mind that a CyberPuppy’s Monstrous Media Kit file references the images in the Treasure Chest and does not re-save the actual images into your file (this saves a lot of space on your hard drive). This means that you can create large stories and your saved CyberPuppy’s Monstrous Media Kit file will still be small. On the other hand, any images that enter the Paint Box (even Treasure Chest images), or images that are created in the Paint Box, will be saved as new data. Photo CD pictures and sound are also saved in their complete form. Only Treasure Chest images are saved as references—you can re-size Treasure Chest images and a reference to the amount of re-sizing is saved.

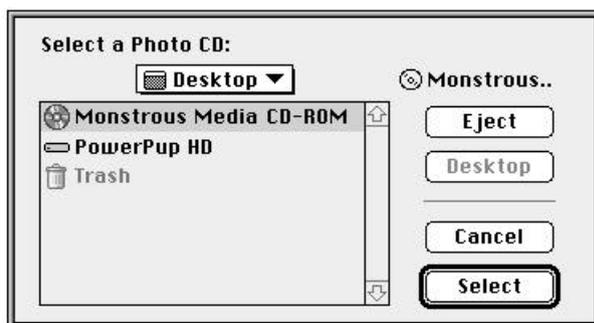
“I’m not sure how to start my QuickTime or Video for Windows movie.”

QuickTime or Video for Windows compresses all of the data in a file so that the file can be shared with those who do not have CyberPuppy’s Monstrous Media Kit. If you save files as movies, they will run as full-screen movies. To start your movie, just double click your mouse in the center of the screen or hit the space bar on your keyboard. To achieve the best movie compression (i.e. smallest file size), do not add slide transitions to your movie.

For Mac users only: CyberPuppy's Monstrous Media Kit will work in 32-BIT mode (check the Memory control panel). If you are running a Mac with 4 MB of memory and are unable to launch CyberPuppy's Monstrous Media Kit, you will need to remove unnecessary extensions (e.g., printer drivers from printers that you don't use) from the Extensions folder in your System Folder. Then re-start your Mac. Check the About This Macintosh command under the Apple Menu and make sure the System Software is under 1,600K. Then try launching CyberPuppy's Monstrous Media Kit again.

“How do I eject the CyberPuppy's Monstrous Media Kit CD-ROM and place my Photo CD into the computer?”

After clicking on the Photo CD icon in the Control Panel, select CyberPuppy's Monstrous Media Kit CD-ROM, so that the eject button becomes highlighted.



Click on the **Eject** button. Replace CyberPuppy's Monstrous Media Kit CD-ROM with your Photo CD in your CD-ROM drive. Once you have selected a photo and placed it on the page, you will be asked to re-insert the Monstrous Media Kit CD-ROM. You can continue to swap CDs at any point.

Installation

Installing CyberPuppy's Monstrous Media Kit on the Macintosh:

Insert the CyberPuppy's Monstrous Media Kit CD-ROM into your CD-ROM drive and double-click on the **Installer** icon. After the introductory screen you will be asked to install the software. Choose a place on your hard drive (e.g., applications folder) and click the **Save** button.

Custom installation: The standard CyberPuppy's Monstrous Media Kit installation places the application and aliases of the Treasure Chests onto your hard drive. If you use the standard installation, then the CyberPuppy's Monstrous Media Kit CD will always be needed (to access the Treasure Chest images). If you choose to do a custom install, you can install any or all of the Treasure Chest files onto your hard drive (or onto a server) and avoid the need for the CD to be in the CD-ROM drive. However, keep in mind that many of the Treasure Chests are large (over several megabytes in size).

Installing CyberPuppy's Monstrous Media Kit for Windows:

Insert the CyberPuppy's Monstrous Media Kit CD-ROM into your CD-ROM drive. Go to the file manager and choose the CD-ROM drive. Double-click on the **setup.exe** icon. Follow the installation instructions.

Custom installation: The standard CyberPuppy's Monstrous Media Kit installation places the application and an alias file of the Treasure Chests onto your hard drive (aliases are very small files that point to larger files). If you use the standard installation, then the CyberPuppy's Monstrous Media Kit CD will always be needed (to access the Treasure Chest images). If you choose to do a custom install, you can install any or all of the Treasure Chest files onto your hard drive (or onto a server) and avoid the need for the CD to be in the CD-ROM drive. However, keep in mind that many of the Treasure Chests are large (over several megabytes in size).