



Q-MEDIA ONLINE REFERENCE

Welcome to Q-Media Release 2.0

This on-line reference system is your guide to in-depth information about every aspect of running Q-Media: The commands and procedures used to create productions; the fine points of creating type and typographic effects like bullets; the incorporation of sound, graphics, animation and video elements into scenes; the draw tools and how to arrange graphic images created with them; working with scenes and links; and how to distribute your productions.

Reference Chapters



[File Management and Basic Operations](#)



[Working with Text](#)



[Integrating Q-Media with Other Applications](#)



[Working with Objects](#)



[Working with Q-Media's Draw Tools](#)



[Working with Scenes](#)



[Creating Links](#)



[Distributing Your Presentation](#)



[Multimedia Primer](#)



[MCI Command Summary](#)



[Keyboard Shortcuts](#)



[Technical Support](#)



[ToolBar Reference](#)

For Help on Help, Press F1



FILE MANAGEMENT AND BASIC OPERATIONS



Working with Files



Cut / Copy / Paste



Undo



The Tool Bar



The Format Bar



WORKING WITH TEXT

Q·Media 2.0 contains all the text creation and formatting tools you need to write headlines, bulleted points and complete paragraphs. To make the process as efficient as possible, this Release includes style sheets for instant formatting of new text based on format styles youve already set up; automatic bullets to add emphasis without complication; and an integrated text Outliner.

A text format bar makes the most commonly used commands like font choice and size available without having to access the menus.

If your text is already written in another Windows application (like your word processing program), you can import it into Q·Media using the Copy and Paste functions.



Entering Text



Editing Text



Formatting Text



Using Text Styles



INTEGRATING Q·MEDIA WITH OTHER APPLICATIONS

The key to Q·Media's ease of use is its ability to work with Windows application programs. Files you create from the leading graphics, presentation, word processing, video, or animation programs can be brought into Q·Media without conversion via the Clip List, for incorporation into your Q·Media productions.

But more, Q·Media 2.0 gives you the power to edit your application files (known as "objects" when used in Q·Media) in their original application, without having to leave Q·Media.

Q·Media 2.0 incorporates the latest OLE 2.0 linking and embedding technology to make the production process as seamless and document-centric as possible. Spending a little time getting to know how Q·Media integrates with other applications will pay off in greater productivity.



The Clip List



Linking and Embedding



WORKING WITH OBJECTS

In this section, you will find topics about objects and how they are managed in Q·Media. You may recall from the "Getting Started" manual that an object is an element in a Q·Media movie.

Objects are files created by Windows programs. An object can be an image, a text headline, a soundtrack, a video, or an animation. For example, the Autodesk Animator program can create an animated version of your company logo that can be imported into Q·Media as an animation object.



Object Properties



Transitions



Timeline



Defining Editors for Clip List Objects



Editing Objects



WORKING WITH Q-MEDIA DESIGN TOOLS



The Draw Tools



Grouping Text and Draw Objects



Layering Objects



Alignment and Size



WORKING WITH SCENES

In Q·Media, a scene is a continuous succession of frames that share a common background. Every scene has a beginning and an end. Every scene has a Stage, on which the background is displayed, on which objects are placed to convey information.

Like regular movies, Q·Media movies are created scene by scene. As you plan a Q·Media production, you will sketch out individual scenes to present portions of your story. (For example, you may want the first scene to present your company, the next to present your products, the next to present your distribution network, and so on.) During production, you will arrange objects on the Stage and regulate their appearance and disappearance as the scene progresses. After production, you will edit individual scenes and perhaps even change the order of scenes in the production, just as a regular movie director would.



Scene Properties



Applying Templates



Movie Properties



Adding, Inserting, and Arranging Scenes



Using the Outliner



CREATING LINKS

Welcome to one of Q-Medias most powerful and fun-to-use features.

The Links feature takes you beyond where any regular movie maker has gone before. It gives you and the viewer the power to change the course of the movie.

The way you do this couldnt be simpler. You place a button into the scene, and program the button so when the viewer clicks it with the mouse, something happens. The entire process is intuitive for both you and the viewer.

The Links feature makes watching a Q-Media movie an interactive experience. It vastly increases viewer retention of the content because it gives the viewer a feeling of control over what they will see next.

What kind of options does Links give the viewer?

The ability to go to the area of the movie they want to see next

The ability to pause or stop the movie

The ability to command an MCI device (like a CD or video disk player) to begin playing or carry out some other function

The ability to open a Windows application and display an OLE-embedded file

. . . and more!



Setting Up Links via Buttons



Setting a Button's Attributes



Setting the Links Attribute



Setting Up Links via Objects



Setting Up Links via Frames



Using Branching to Control the Flow of Your Movie



DISTRIBUTING YOUR PRESENTATION

Q·Media makes it easy for you to make your productions available to others. You do this by saving your production to floppy disk(s), along with some special Q·Media files. The recipient of your production copies the disk files to their hard disk drive, runs Windows, and gives a simple command to run your Q·Media presentation.

Because they are royalty-free, Q·Media run time demos are a convenient and cost-effective way to distribute your productions.



The Q·Media Viewer



Using Viewer to Run a Movie



Command Line Options



Distributing Viewer and Q·Media Files



Running Viewer and Q·Media Files on a Remote Computer



MULTIMEDIA PRIMER

Media for your presentation can be obtained from a variety of sources. Hardware and software vendors offer various products to create and enhance the images, sounds, and video used in a multimedia presentation. These diverse products generate many different file formats.

Q-Media supports the following formats:



Digital Video



Images



Bitmaps



Color Palettes



Metafiles



Animations



Wave Audio



MIDI



CD Audio



MCI COMMAND SUMMARY

You may never need to get to the level of control offered by MCI commands, but its nice to know that if you do, Q·Media has the capacity to carry them out.

Q·Medias unique design lets you give MCI commands like a programmer, but without having to know the arcane syntax of a programming language. Since you can create user-activated buttons on the screen that carry out MCI commands, you bypass having to learn a whole set of complicated procedures that other multimedia applications require to make the same thing possible.

MCI (Media Control Interface) is a set of commands defined by Microsoft to provide a standard method for control of multimedia devices. Multimedia devices are the hardware components that play back multimedia software: they include video overlay cards, CD-ROM drives, and videodisc players.

Using MCI, you can give simple commands such as Open, Play, and Close to control precisely the playback of multimedia devices. These commands are entered in the MCI Command dialog found under the Frame menu in Q·Media.

MCI commands give you more precise control over multimedia playback than simple activation of multimedia files from the Clip Board. For example, you can play back extremely precise units (called samples) of a WAV sound file with a command like: `PLAY FILE FROM 1 TO 5000.`

Ensure Your MCI Drivers Are Installed

To respond to MCI commands, your multimedia hardware must have the correct MCI drivers installed in Windows. Refer to the System Requirements section of the "Getting Started" manual for information about how to install MCI drivers.



Standard MCI Commands



Sample MCI Command Strings



STANDARD MCI COMMANDS

Because MCI commands are given in programmers syntax, you should have a separate reference manual like "The Multimedia Programmers Reference" published by Microsoft Press at hand if you want to get into MCI programming.

It is beyond the scope of this manual to provide a complete MCI programming reference. Suffice to say that Q·Media fully supports the MCI command set, which is summarized below:

Open Opens and initializes a multimedia device for use.

Close Closes a device after use.

Pause Pauses playing or recording on a multimedia device.

Play Begins playing a device.

Record Begins recording a device

Resume Resumes playing or recording on a paused device.

Seek Selects a new portion of the media for playback.

Set Changes the control settings on the device (e.g. the time format used).

Stop Stops playing or recording.



SAMPLE MCI COMMAND STRINGS

MCI commands are given from Q-Medias Frame menu. As you can see in the sample below, their syntax is a lot like the BASIC programmers language. If you want to get into MCI commands further, you should purchase a multimedia programming reference guide.

```
open cdaudio
```

```
seek cdaudio to 2
```

```
play cdaudio from 2 to 6
```

```
stop cdaudio
```

```
close cdaudio
```

While the above example plays sound from a compact disk in your CD Audio drive, the MCI command example below plays back sound recorded as a WAV file, through your computers sound board:

```
open z:\clips\waves\u2.wav alias u2 wait
```

```
play u2 wait
```

```
close u2
```



KEYBOARD SHORTCUTS

Command	Key Combination
Save	Ctrl+S
Quit Q-Media	Alt+F4
Undo	Ctrl+Z
Cut	Ctrl+X
Copy	Ctrl+C
Paste	Ctrl+V
Clear	Del
Refresh Screen	F3
Timeline	Ctrl+T
Scene Sorter	Ctrl+B
Normal View	Ctrl+M
Full Screen	Ctrl+F
Preview Control	Ctrl+R
Align Tools	Ctrl+J
Status Line	Ctrl+L
Outliner	Ctrl+O
Background Mode	F4
Play Movie	F10
Rewind	F5
Step Back	F6
Stop	Esc
Play	F9
Step Forward	F7
Fast Forward	F8
New Scene	Ctrl+N

Next Scene	Ctrl+>
Prev Scene	Ctrl+<
Object Properties	Enter
Group	Ctrl+G
Ungroup	Ctrl+U
Forward	Ctrl +
Backward	Ctrl -
Edit Object	Ctrl+Enter
Character	Ctrl+A
Help	F1



TECHNICAL SUPPORT

If you have a problem running Q-Media, first ensure that your computers multimedia components are correctly installed, along with the required device and MCI drivers. If your difficulty is with running the program itself, check the printed documentation and on-line Help. If you still cannot find the answer, please contact Q-Media technical support at 604-879-1190 (fax: 604-879-0214) between 9:00 a.m. and 5:00 p.m. Pacific time, Monday through Friday. Or you can leave a message on CompuServe (GO QMEDIA, 73740,2334) or America Online (QMEDIATECH).

When you call or send a message, you should be at your computer and be prepared to give the following information:

1. The version number of Q-Media you are using. (Check the opening screen when you run the program.)
2. The type of hardware you are using, along with multimedia components (brand and model).
3. The problem you encountered, any error message that appeared, and how you tried to solve the problem.



WORKING WITH FILES

This section covers the commands on the File menu.

If you are accustomed to working with Windows programs, managing Q-Media files will already seem like a familiar operation. For example, opening, closing and saving commands are given from the File menu just as with your other Windows programs.



Opening Movies



Saving Movies



Closing Movies



Importing Files as Scene Backgrounds



OPENING MOVIES

When you open an existing movie Q-Media will verify that the objects (animations, images, video, and audio files) used in the movie can be found. If an object has been deleted or moved Q-Media will allow you to search for the object or play the movie file without it.

To open a Q-Media movie file:

1. Choose Open from the File menu or click on the Open Movie icon on the Tool Bar.
2. Select the name of the movie you want to open.
3. Click on the OK button.



Q-Media movie files have a .QMM extension. If you cant remember where a given movie is, use the Find command from the File menu of Program Manager. Specify *.QMM.



SAVING MOVIES

To save a movie under its current name, select the Save command from the File menu. If you haven't yet named the file, or wish to save under a new name, choose the Save As command.



It's a good idea to continually save as you produce a movie, in case your computer loses power. To save instantly without having to go to the Menu Bar, press Ctrl+S.



CLOSING MOVIES

To close a movie, select the Close command from the File menu. If you have made changes and not yet saved them, Q-Media will ask if you wish to save your changes.



IMPORTING FILES AS SCENE BACKGROUNDS

Q-Media includes a special command on the File menu called Import to bring in graphic images to be used as scene backgrounds. (If you wish to import images as objects, use the Clipboard).

By default, the Import command brings in slides you have created in presentation packages such as Microsoft PowerPoint, Lotus Freelance or Aldus Persuasion, saved or exported as WMF files. If you change the import file extension via the list Files of Type option, you can bring in bitmap images saved in TIF, BMP and other popular formats.



The List Files of Type option is useful when you want to create slide shows from a CD or other large collection of images.

When slide images are imported, a new scene is created automatically for each slide in your presentation. The slide will be scaled to the current Stage size you have set. If the text appears chunky, experiment with the size of your Stage; it could be too large for the resolution of the slide you wish to use.

To import slides created in other presentation software:

1. Select Import from the File menu.
2. Select the file type from the List Files of Type dialog box. If Q-Media doesn't support the file format of the presentation package you are using, export each individual slide from the original application as a Windows metafile (WMF). (See the documentation with your presentation package for information about exporting to other formats).
3. Select the slide, image or presentation you want to import.
4. Click on OK.



CUT / COPY / PASTE

Q·Media incorporates Windows convenient cut-and-paste approach to the handling of all objects including text, video, audio, and animation. All you have to do is click on an object and give the appropriate menu or Ctrl-key command as explained below.

Cutting an Object

The Cut command removes an object from the scene and places it on the Clipboard. Use it when you want to take something away from its current location and place it into another location (e.g. another frame, scene or movie).

When an object is cut its duration is retained. When its pasted to another location in a Q·Media movie, the start frame and end frame will be automatically updated. The object remains on the Clipboard until you cut or copy another object.



Q·Media uses a proprietary format for storing multimedia objects on the Clipboard. Therefore you cannot cut, copy, or paste animation, video, or audio directly from other applications.

To cut an object:

1. Select the Object.
2. Choose Cut from the Edit menu (Ctrl+X) or choose the cut button from the Tool Bar.

Copying an Object

Copying an object places a copy of the object onto the Clipboard but does not remove it from the scene. Use it when you want to leave an object where it is, but also wish to use it somewhere else.

When an object is copied its duration is retained. When its pasted to another location in a Q·Media movie, the start frame and end frame will be automatically updated. The object remains on the Clipboard until you cut or copy another object.

To copy an object:

1. Select the object.
2. Choose Copy from the Edit menu (Ctrl+C) or choose the Copy button from the Tool Bar.

Pasting an Object

Pasting an object places the object that's been put on the Clipboard using the Cut or Copy command (makes no difference) onto the Stage at the current frame in the scene.

The Paste command has no effect if the Clipboard is empty or if it contains an object that cannot be pasted into a Q·Media movie.

To paste an object:

1. Cut or copy (as appropriate) the object using the Cut or Copy command thus placing it onto the Clipboard.
2. Choose Paste from the Edit menu (Ctrl+V) or choose the Paste button from the Tool Bar.
3. Move the object to the place where you want it to appear on the Stage.

Clearing an Object

Clearing an object removes it from the Stage but unlike the Cut command, does not place it onto the Clipboard. Use this command when you have something else on the Clipboard you wish to use later.

To clear an object:

1. Select the object.
2. Choose Clear from the Edit menu or press the **Del** key.



UNDO

Q-Medias Undo feature provides you with the ability to go back a step in the editing process. (Editing encompasses such functions as deleting, moving, sizing, and changing properties).

The Undo feature can save you from the consequences of a mistake. Plus, it gives you the chance to play what if when experimenting with different scenarios. (You are more likely to take creative risks if you know you can back out of the consequences).

To undo an edit function, select the Undo command from the Edit menu, press Ctrl+Z, or press the Undo button on the Toolbar. (The object action will vary with the edit function most recently carried out).



TOOL BAR

Q-Medias Tool Bar helps you give commands more efficiently. Instead of going to a menu and selecting a command with the mouse, you simply click on a button. Among other things, you can quickly cut, copy, and paste objects by using the buttons on the Button Bar.

The Tool Bar changes depending on whether you are in the Scene view, Outline view, or Scene Sorter view. In each, the commands appropriate to that view will appear in button form.

If you are unfamiliar with what a specific button does you can view a description of its function in the Status Line at the lower-right corner of the screen. To display the buttons description hold the mouse button down over the tool.



FORMAT BAR

The format bar gives you access to common format commands for the selected object. If, for example, you have selected a text object you can add **bolding**, *italics* and underlining simply by clicking on the appropriate button. From the Format Bar you can also set the font type and size, paragraph alignment, and line spacing.



ENTERING TEXT

You enter text into Q·Media either as headlines or as paragraphs. The main difference between the two is that with headline text, you choose where the lines break. With paragraph text, Q·Media chooses where the lines break.

Typing Headline Text

Use this option if you want to create headlines or subheads.

Select the Text tool and click on the Stage where you want the text to start. A blinking cursor will appear. Type your headline. If you want your headline to wrap to another line, press the Shift-Enter key at the point you want the next line to begin. If you want to create a new headline field, press the Enter key.

Typing Paragraph Text

When you wish to enter paragraph text, you must first provide Q·Media with the size and shape of the paragraph you wish to create. Then Q·Media can automatically wrap the lines of text as you enter them to create the desired paragraph size.

You outline the paragraph size by creating a text box, a marquee rectangle drawn with the text tool as an outline of the desired paragraphs shape.

To create a text box:

1. Select the text tool.
2. Drag the text box from top left to bottom right to outline the size of the paragraph you want to create.
3. Type in the text. The lines will wrap to fit the text box you have created.

Typing Bulleted Text

You create bulleted text just as you do headline text, and attach the bullet style to it.

To create bulleted text:

1. Select Bullets from the style drop down list on the format bar.
2. Drag the text box from top left to bottom right to outline the size of the bullets you want to create
3. Enter each bulleted item in turn and press Enter to create a new line for the next bullet. (Note: the bullets will be created as separate objects and will not be grouped.)



EDITING TEXT

You edit (that is, change the word content of) headline, paragraph, and bulleted text in the same manner. If you already use a Windows-based word processor the manner will be familiar to you.

When you place the text cursor inside text you've already typed, its shape changes to an I-beam cursor. If you click with the mouse button, a blinking cursor appears inside the text block exactly where the I-beam cursor was. You can now type in new text to the right of the cursor, or use the Backspace key to remove text to the left of the cursor.

If you double-click the I-beam cursor over a word, the entire word is highlighted. You can then delete the word or replace it with another word simply by typing in the new one.

To insert text:

1. Place the I-beam cursor where you want to begin, then click and start typing.

To delete text:

1. Place the I-beam cursor in front of the character, click the mouse button to bring up the flashing cursor, and press Delete to remove characters on the cursor's right, or Backspace to remove characters on the cursor's left.
2. If you want to delete a block of text, drag the cursor over the text to select it and press Delete.

To cut or copy a block of text:

1. Drag the cursor over the text to select it and then choose Cut (Ctrl+X) to remove it and place it on the Clipboard, or Copy (Ctrl+C) to put it onto the Clipboard without removing it from the Edit menu.
2. To paste text from the Clipboard select Paste (Ctrl+V) from the Edit menu.

To replace existing text with new text:

1. Drag the cursor over the old text to select it.
2. Type in the new text. The old text is replaced automatically by the new.



FORMATTING TEXT

You can format (change the appearance) text in Q-Media simply by selecting it (by dragging over it with the Text cursor), and applying the format commands from the Text bar.

These formatting commands work on selected text only, so you can have more than one font style or size in the same paragraph, if you wish. (Paragraph attributes affect the entire paragraph.)

The Text Bar Icons refer to the following commands:

Style List - Select the pre-formatted style type you wish to use from this list.

Font List - Select the font you wish to use from this list.

Character Format Buttons - Select the character attribute (Bold, Italic, Underline) you wish to use from this menu.

Paragraph Alignment Buttons - Select the paragraph alignment (left align, center, right align, justified type) from these buttons.

Line Spacing Buttons - Select the line spacing (single, double, triple) you wish to use from these buttons.

Transition Button - Select the transition style you wish to use from this dialog.

Text Formatting via the Character Attributes dialog window

A quick way to set up text formatting attributes before you enter text is to use the Character Attributes dialog window. The attributes set in this window remain as the default font settings until you change them again.

To format text via the Character Attributes dialog window:

1. Hold down the mouse on the Text tool button.
2. Enter the attributes you want from the various menus. Click on OK when finished.
3. With the Text tool selected, click on the Stage and begin typing.

Text Formatting via the Text menu

You can use the commands available from the Text menu to specify the attributes of text you have previously selected. The commands act exactly as if you had used the buttons on the Text bar (described

above).



USING TEXT STYLES

Q·Media lets you confer pre-set attributes to headline or paragraph text with a simple command applying a text style. Becoming familiar with text styles will save you many hours of tedious formatting.

A style is a pre-defined attribute that determines font type, color and size; character attributes (Bold, Underline, Strikeout, Italic); paragraph justification, indent and spacing, and in the case of bullets, the symbol used for a bullet and its color.

Defining Styles

When you apply a style to selected text by choosing the styles name from the Style menu, the text immediately takes on the attributes you defined for that style. When you edit a style, the new attributes show up in the Q·Media movie where you made the style edits. (Other movies styles are not affected.)

Q·Media comes supplied with nine style sheets: Title, Bullets (five levels), Normal, Normal Bold, Normal Italic.

You can change any attribute of these styles except their names. In addition , you can define completely new text styles for your Q·Media movie, although each style must have a unique name. Both editing and creating of text styles is carried out from the Styles option on the Text menu.

To edit, delete or create a text style:

1. Select the Styles option from the Text menu.
2. To edit an existing style, select its name from the Style Name menu of the Styles dialog window.
3. To create a new style from an existing style, first select the name of the style you want to use as a source, type in a new name in the Style Name box, and click on the New button.
4. To delete a style, select it from the menu and click on the Delete button.
5. Once the style name is selected, specify the character attributes by clicking the Character button. The Character Attributes dialog window will appear; make your choices from it.
6. Specify paragraph spacing and indent attributes from the input boxes at the right side of the Style dialog window.
7. If you have selected the Bullet style, you can specify the type of bullet character you want to use from the menu at the lower right.

Applying a Text Style

Text styles apply to entire paragraphs. Therefore regardless of how

much text is selected in a given paragraph or headline, the entire paragraph will be affected by the new style.

To apply text style to text in your movie:

1. Select the Text cursor and click inside the paragraph to which you want to apply text.
2. Go to the Style menu at the far left side of the Text bar. From the menu, select the name of the style you wish to apply.
3. The styles attributes are immediately conferred to the selected paragraph.

Using Bullets

Please note that the bullet styles cannot be applied to paragraphs already given a title style. Apply the bullet styles to new text you create.

When editing a bullet style, the user can select from more than 50 predefined bitmap bullets. There is no provision for importing more bullets.



THE CLIP LIST

You bring files from every type of Windows application into Q-Media via the Clip List. Simply described, the Clip List is a dialog window into which you add the names of files you would like to incorporate into your production. Once on the Clip List, you can drag and drop them onto the Stage, where they appear as images or icons, to be positioned wherever you see fit.

The Clip List is the most efficient way to organize and integrate images, sounds, video, and animation into your Q-Media production. It provides you with a method of categorizing the different file types and gives you the ability to name, view, edit, and save complete lists of frequently used elements in your current movie, and in other productions as well.



When a file is added to the Clip List, Q-Media records its name and the directory in which it is stored. If you delete, rename or move that file, the Clip List is not automatically updated. You must update it yourself as follows: When you play a movie that references a renamed file or one that has been moved, Q-Media will display a message saying that it cannot locate the file. At this point you can use the dialog window to browse through your hard disk directories for the file and thus update the Clip List.

To display the Clip List, select the Clip List button on the Toolbar or use the keyboard shortcut Ctrl+I.



Adding a File to the Clip List



Removing a File from the Clip List



Viewing File Information in a Clip List



Saving and Retrieving Clip Lists



ADDING A FILE TO THE CLIP LIST

Adding a file to the Clip List

1. If the Clip List is not on the screen, choose the Clip List button on the Toolbar.
2. Select the type of object you want to add (image, animation, audio or video) by clicking on the appropriate button on the top of the Clip List.
3. Click on the Add button.
4. Set the List Files of Type combo box at the bottom of the File Open dialog to the extension of the file you want to add.
5. If you want to preview the file before adding it to the Clip List, click-on the Auto preview button.
6. Select the file(s). Holding down the shift key while selecting files will enable you to select a range of files, or holding down the Ctrl key will let you select multiple files.
7. Choose OK.



Using the Windows File Manager, you can drag and drop files directly from their listing in File Manager onto the Q-Media Stage. The Clip List will automatically be updated.



REMOVING A FILE FROM THE CLIP LIST

You can remove a file from the Clip List by selecting the file you want to remove and clicking on the Remove button. Removing a file from the Clip List does not change or delete the source file.



Q·Media will not let you remove a file that is being used in the current movie. You must first delete the icon or image from the Stage, then remove the file name from the Clip List.



VIEWING FILE INFORMATION IN THE CLIP LIST

You can get information on any file in the Clip List by clicking on the Info button on the Clip List. The information varies for each type of file, but it generally includes the eight-character file name, DOS path, size of file, creation date, and length.



SAVING AND RETRIEVING CLIP LISTS

If you use certain sounds and images on a regular basis (your company logo, product photographs, etc.) you can save them in your own personal Clip List. This way you import the Clip List in one action and all the related files come with it.

As well, third-party CD-ROM Clip Media libraries may contain a Q·Media Clip List file which will give you instant access to all of the files in your production.

To save your current Clip List, choose Save As... from the File menu, and select Clip List from the File Type list box. Q·Media saves the Clip List in the current drive and directory and automatically adds a .QCL filename extension.

To retrieve a saved Clip List, click on the Lists button on the Clip List window. Saved Clip List files have a .QCL extension by default.



LINKING AND EMBEDDING

In general, you should use the Clip List to bring files into Q·Media. In cases where you anticipate updating or revising a file frequently during the production process (for example, if you're bringing in an Excel graph and you know new data is on the way), you should import your files using Windows OLE technology.



Object Linking and Embedding (OLE)



The Advantages of OLE



Using OLE in Q·Media



Creating a New Embedded Object in Q·Media



Managing Links



OBJECT LINKING AND EMBEDDING (OLE)

OLE (pronounced like the bullfighting cheer) stands for Object Linking and Embedding. It enables files created in a given Windows program to be updated while residing in another Windows program.

Linking and embedding are two different functions. Linking lets you import a reference to an application file. When the original file is updated, so is the reference. Embedding, on the other hand, lets you import a copy of the application file. You can update the original file, and the copy is not affected. Similarly, you can update the copy from within Q·Media and the original is not affected.

For example, if your Excel graph was imported into a Q·Media production as an embedded object, OLE technology would let you double-click on the graph image and automatically bring up the Excel program. You could then make changes to the graph, exit Excel, and return to Q·Media production work, all without leaving the Q·Media environment and without affecting the original Excel file (the one not stored in your production).

If you imported the same file as a linked object, you could update it from outside Q·Media and the next time Q·Media was run, the object would appear in updated form.

OLE 2 is not a bullfighting movie sequel, but the name of the latest Windows OLE standard. It goes a step further in easy file sharing between applications by letting you drag and drop files from one application to another. That is, you use the mouse to grab a file name or image, and drag it into the window of the destination application.



THE ADVANTAGES OF OLE

The advantage of linking is that the data is updated every time you open your Q·Media production, so any changes made to the original file appear without your having to re-import the file. Links are similar in one important way to using the Clip List: If the original file is moved, renamed, or deleted the link must be updated from the OLE Links command on the Edit menu.



If you want to distribute a Q·Media file that contains a linked file, you must also copy the linked file and insure that the system you will be viewing the final production on has the original application installed. It may be simpler to use embedded files or the Clip Board to import files for movies you know will be distributed to other PCs.

Similarly, embedding lets you update a file from its original application without having to exit Q·Media or re-import the file.

Productions with embedded information are generally easier to work with because the embedded objects are stored directly in the Q·Media production file. Because they are part of the production, you can copy the production to other systems and not have to worry about remembering to bring along external files.



USING OLE IN Q·MEDIA

You can embed or link information into a Q·Media production from any Windows application that supports OLE.



To take advantage of OLE, make sure your system has enough RAM for both the OLE application and Q·Media. If you are using media files supported directly in Q·Media (e.g. text files which can be edited in Q·Media directly), it is more efficient to use the Clip List than OLE because of the memory and time required to load the OLE application when a movie is playing.

Most graphic and text objects embedded or linked in Q·Media look as they do in the original application. Objects such as sound and video files are represented as icons because they cant be represented visually in their original form.

To Embed or Link an object from another application into Q·Media:

1. Display the file that contains the information you want to embed in Q·Media.
2. In the application that contains the information, choose the Copy command.
3. Open the Q·Media window and choose Paste Link... from the Edit menu.
4. Choose Paste to embed an object in the production or Paste Link to link a file to the production.
5. Choose OK.

Most programs place information on the Clipboard in multiple formats. When you paste information from the Clipboard into an application using the Paste Special command you can choose the format. For example, you may want to paste something from a word processing program as Text, so you can edit it using Q·Medias text tool.



CREATING A NEW EMBEDDED OBJECT IN Q-MEDIA

Using OLE you can create new objects in Q-Media from other Windows applications that are available from your system. For instance, while you are working in Q-Media you can create a Microsoft Excel chart without ever leaving Q-Media. Also, you can open any OLE application from within Q-Media and either create a new object or open an existing file. New objects you create from within Q-Media are always embedded, whereas objects from existing files can be either linked or embedded, as you choose.

To create a new object in Q-Media:

1. From the Edit menu, choose Insert Object.
2. Select Create New.
3. Choose the type of object you want to create.
4. Create the object.
5. From the File menu in the application, choose Exit.

To create an object from a file:

1. From the Edit menu, choose Insert Object.
2. Select Create from File.
3. Select Link if you want to link the file to the OLE object application.
4. Click Browse and choose the name of the file.
5. Choose OK.



MANAGING LINKS

You can view the Links for your Q-Media file and set a link to be updated manually or automatically. (That is, you can specify that files which are updated in other applications are automatically updated in your Q-Media movie when it loaded, or are updated only when you give the Update command).

If you change the location or name of a file and Q-Media cannot find it to update a link, you can specify correct path and file name.



Do not confuse links with external files created by Linking and Embedding with the Links attribute in Q-Media. The former is a Windows convention dealing with externally created files. The latter is an exclusive Q-Media feature that lets you program actions to take place inside your movie. See the Creating Links chapter later in this section for more information.

To view the links between Q-Media and other files:

1. From the Edit menu, choose Links

To change a link:

1. Select the link you want to change
2. Choose Automatic to update the link automatically or select Manual to update it when you wish to by giving the Update Link command
3. If you have changed the linked files name or location, choose Change Source and enter the new file name and/or location
4. Choose OK



OBJECT PROPERTIES

You bring objects into Q·Media via the Clip List. (See the section [Integrating Q·Media with Other Applications.](#)) Once in the Clip List, all objects must have two identifying properties: a name and a duration. The name is usually the file name under which the object was imported. The duration is the amount of time, measured in frames, the object will appear in the scene.

To set the properties of any object, select the object and double-click on it or choose Properties from the Objects menu.



Changing the Name of an Object



Setting the Start and End Frame of Objects



Transitions



Timeline



CHANGING THE NAME OF AN OBJECT

To make individual objects easier to recognize in the Timeline, descriptive names can be assigned. The descriptive names are not bound by DOS conventions, so they can be more than eight characters long and have spaces between words (For example, you can rename an object from IMAGE.TIF to Night Sky). Note that the objects name in the Clip List remains unaltered; the renaming applies to the Timeline only.

To change the name of an object:

1. Select an object on the Stage.
2. Double-click on the object or choose Properties from the Object menu.
3. Type the name into the Name field.
4. Choose the OK button.



SETTING THE START AND END FRAME OF OBJECTS

The duration (time displayed in a scene) of every object in a Q-Media movie is measured by the number of frames in which it appears. Therefore, all objects must have a start frame and an end frame. The start frame determines when the object will first appear in the scene and the end frame determines when the object will disappear.

When you are placing an object onto the Stage the start frame will default to the frame you are currently in. The end frame will default to End of Scene for static objects such as image, draw, and text objects. This means that unless you specify an end frame number, they will remain in the scene until the scene ends. For time-based objects like animation, video, and sound, the end frame will default to the duration of the object.

If an objects duration exceeds the number of frames in a scene, the scene will automatically be extended to accommodate the objects duration. If you want the scene to be shorter, you must edit the objects length from an outside application. You can do this within Q-Media using the Defining Editors for Clip List Objects feature described later in this section.

Setting the start and end frame of an object:

1. Select an object on the Stage.
2. Double-click on the object or choose properties from the Object menu.
3. Enter the start frame in the Start Frame edit box.
4. Enter the end frame or click on the combo box to select End of Scene.
5. Choose the OK button.



TRANSITIONS

Setting Object Transitions

Like a regular movie director, you can specify in Q·Media not just how long an object remains in a scene, but the manner in which it comes in and goes out. As an example, you may wish your logo to appear gradually, then fade away from the outside in. The various ways of making an object appear and disappear are called transitions. Q·Media comes with a large variety of transitions. They are described below:

Transition Effects

None means that no special transition will be used and the objects will simply appear or disappear.

Sparkle makes the object appear or disappear by forming from (or breaking into) a collage of tiny dots.

Iris Open makes the object appear or disappear in a rapidly expanding circular motion, like the lens of a camera.

Zoom Out makes the object appear or disappear by rapidly expanding or fading.

Venetian (with variations) makes the object appear or disappear by breaking into slats like a Venetian blind.

Horizontal Wipe from Center makes the object appear or disappear gradually from the center in a horizontal direction.

Horizontal Wipe to Center makes the object appear or disappear gradually toward the center in a horizontal direction.

Vertical Wipe from Center makes the object appear or disappear gradually from the center in a vertical direction.

Top Left to Lower Right makes the object appear or disappear gradually from the objects top left to its lower right.

Lower Left to Top Right makes the object appear or disappear gradually from the objects lower left to its top right.

Lower Right to Top Left makes the object appear or disappear gradually from the objects lower right to its top left.

Wipe Down makes the object appear or disappear like the closing of a curtain from top to bottom.

Wipe Up makes the object appear or disappear like the closing of a curtain from bottom to top.

Wipe Right makes the object appear or disappear from right to left.

Wipe Left makes the object appear or disappear from left to right.

You can specify the rate at which transitions occur from the Object Properties window.

To set an objects transition:

1. Select an object on the screen by double clicking it bring up the Object Properties dialog window.
2. Choose the Transition Button.
3. Set the Enter Transition.
4. Set the Exit Transition.
5. Press OK and return to the Main Screen.
6. Press Play on the Preview Control.



If an objects start frame is set to 1, the transition you have specified for Enter will not appear in the current scene because it starts playing on Frame 1.

The concept duration as determined by start and end frame applies to all Q·Media objects. As you work with the program, experiment with setting the start frame and end frame on other objects such as text, graphics, and animation. You will discover how to make your productions more interesting by cycling new elements as the scene develops.



TIMELINE

Q-Media measures a scenes duration by the number of frames it contains. You can specify when an object will appear in a scene by setting its start frame and end frame. (Do this by double-clicking on the object.)

Another way to set an objects duration is from the Timeline. The Timeline is a graphic representation of the duration of all objects in a scene. Because it shows you the relative durations of all objects in a scene, you can use it as a conceptual tool when planning scenes.

To view the Timeline:

1. Click on the Timeline tool (Ctrl+T) on the Tool Bar or choose Timeline from the View menu.
2. To size the Timeline so you can see all objects, select the top border and drag it up or down to a new position.

The scale along the top of the Timeline is in frames. As objects are added or removed from the scene, the number of frames will be dynamically updated. (For example, if you add a video object whose duration is longer than the scene, the scene will automatically expand to accommodate it. The reverse happens when you remove a long-duration object from a scene: it automatically becomes shorter.)

Each object in the scene is shown as a bar on the Timeline. You can revise the order the objects in the Timeline by selecting different options in the combo box in the upper left hand corner of the Timeline.

***To change an objects duration from the Timeline:**

1. To lengthen or shorten duration, click on the end of the objects timeline and drag it to extend or reduce the timelines length.
2. To move the object to another part of the scene without affecting its duration, grab time timeline in the middle and drag it to the left or right.

The Time Bar

The red vertical line called the Time Bar indicates the current frame in a scene. When you play the scene with the Timeline showing, the Time Bar scrolls across the objects timelines in sync with the frames progression. By dragging the Time Bar you can move through a scene to the frame you wish to work on.



To jump quickly to a specific frame, double-click on the Time Bar. This will bring up the Frame Goto dialog box. Enter the frame number you seek and click on OK.



DEFINING EDITORS FOR CLIP LIST OBJECTS

In this context, an editor is a Windows program that enables you to revise a given object you have imported into Q·Media. For example, Excel can be used as an editor for spreadsheet files you have added to your productions.

Defining default editors for objects in the Clip List allows you to specify which Windows application you wish to use to revise object file types that you specify. (An example of a file type would be files that end in .DOC these are usually word processing files.) Using a default editor, you can quickly edit images, sounds, animations, and video from within Q·Media.

Editors are defined by associating file types with programs. For example, you might associate all files ending with .DOC with Microsoft Word, and thus have Microsoft Word as your default text editor.

To define an editor:

1. Select Define Editors from the Options menu.
2. Select the file type you want to associate with an editor.
3. Click on Browse and select the application to edit the file.
4. Choose Add.
5. Click on OK.



EDITING OBJECTS

When you select an object and choose Edit Object from the Object menu, the associated application will be opened automatically with the selected object. (If an object has no application associated with it nothing will happen.)



Selecting an object and pressing Ctrl+Enter will open the objects source application.

Changing an Objects Editor

More than one application program can be assigned as editor for each file type. For example, draw objects may have Corel Draw associated with them as well as Aldus Freehand.

To specify which program is run when you wish to edit a given file type:

1. Select the file in the Clip List.
2. Click on the Info button.
3. Choose the application from the list.

If no applications appear, none have been defined. To define the editors see the previous section: Defining editors for Clip List objects.



THE DRAW TOOLS

Q-Medias Draw tools have been designed to let you create simple diagrams: boxes to frame text and graphics, underlines and ruling lines, circles and ellipses, and so forth. For more complex vector (line-based) graphics you should use an application like Corel Draw or Adobe Illustrator. (Q-Media imports files from these and most other vector graphic programs.)

The Draw tools let you apply a wide range of colours, patterns and screens to your diagrams. And to better manage graphic elements on the Stage, you can group objects created with the Draw tools to manipulate several objects as one, and layer them to determine which objects cover which others. You can also align graphic objects for precise positioning relative to each other. (For example, you may wish to have two boxes lined up horizontally. The Align tools make this a snap.)

The following section describes the drawing tools:



Selection Tool This all-purpose tool lets you access objects, menus, other tools just about any element you can see on the screen. Use it to move objects by clicking on the object and dragging it while holding down the mouse button. Holding down the Shift key while clicking allows you to select multiple objects. You can also select multiple objects by drawing a marquee box around them. (Hold down the mouse button and drag from upper left to lower right around the objects you wish to select). Access layered objects by holding down the Ctrl key and selecting repeatedly until the object you want is highlighted.



Button Tool The button tool lets you draw interactive buttons on the screen. A variety of different styles and attributes can be set by double-clicking on the button and selecting Attributes.



Text Titling Tool Use this tool to type text onto the Stage. Click on the Text tool, then anywhere on the Stage you wish text to appear. For a paragraph, create a marquee box (see Selection Tool) the size of the paragraph you wish to create. Holding the mouse button while selecting the text tool will display the Font Selection dialog window.



Line Tool Draw a line with this tool by clicking at the point where you want to begin and dragging to the point you wish the line to end.



Circle Tool Draw an ellipse by clicking at the centerpoint and dragging outward to define the size.



Rectangle Tool Draw a rectangle by dragging from one corner diagonally to the other. Holding down the mouse button while selecting the Rectangle tool will enable you to choose rounded corners or straight corners.



Color Dropper Define the active foreground or background color from an existing color on the Stage by using this tool like an eye-dropper. Clicking on the left mouse button absorbs the color currently underneath the cursor and sets it as the foreground color. In similar fashion, the right mouse button sets the background color. New objects you create with the Draw tools will default to these colors.



Line Style Palette Select the style of lines you wish to draw by holding down the Line tool icon and choosing from the menu displayed. Edit the line style of current Draw objects by double-clicking on them.



Pattern Style Palette Select the fill pattern of boxes or ellipses you wish to draw by holding down the Pattern tool icon and choosing from the menu displayed. Edit the pattern style of current Draw objects by double-clicking on them.



Color Palette Select a foreground or background color for the selected object. Use the left mouse button for selecting the foreground color and the right mouse button for selecting the background color.

Setting a Draw Objects Line and Fill

All draw objects except lines and text are composed of two elements: an outline and a fill. The interior of an unfilled object is transparent, so objects underneath it will show through. The interior of a filled object can be either a solid color or a two-color pattern.

A line or an objects outline matches the style and width that is currently selected on the Line Style palette; its colors are those currently selected on the Foreground Color palette.

An objects fill matches the pattern that is selected on the Pattern palette. The patterns colors are determined by the selected foreground and background colors on the Color palette. To set a transparent color choose the second pattern with the X through it.



GROUPING TEXT AND DRAW OBJECTS

When working with complex objects (for example, an organizational chart made up of many lines, boxes, and text objects) it may be easier to group all of the objects. Once objects are grouped, you can select and move them as if they were a single object.



Grouping works only with text and draw objects.


The Group command lets you make two or more objects into a single unit. You can use the Ungroup command to separate a group into its individual components again.

To create a group:

1. Select the objects you wish to group by dragging the selection tool.
2. Choose the Group command from the Object menu (Ctrl+G) or click on the Group button on the Tool Bar.

To dissolve a group:

1. Select the group
2. Choose the UnGroup command from the Object menu (Ctrl+U) or click on the Ungroup button on the Tool Bar.



Do not group objects whose durations you wish to keep different from each other. Q·Media sets the start frame of the group to the starting frame of the earliest object in the group, and the end frame is set to the last frame of the longest object.



LAYERING OBJECTS

Q·Media keeps every object in a scene on a specific layer. Like cards in a deck, each object is in front of some objects and behind others.

The object most recently placed onto the Stage is always in front, and the object you placed on the Stage first is always at the bottom.

To change the order of overlapping objects, use the Bring to Front and Send to Back commands in the Object menu or on the Tool Bar.



Do not group objects whose layers you wish to keep different from each other. Q·Media moves all of the objects to the level of the farthest back object in the group.



Certain multimedia objects like Autodesk Animations and Intel Digital Video files have playback constraints, and therefore should always be placed on the top layer. If an Autodesk animation appears to be playing slowly, move it to the top layer.

To move an object to the top layer:

1. Select the object.
2. Choose the Bring to Front command from the Object menu or click on the Bring to Front button on the Tool Bar.

Use the same procedure to move an object to the bottom layer, only with the Send to Back command.

You can move an object one layer up or down by giving the Forward One (Ctrl +) or Backward One (Ctrl -) command from the Object menu.



ALIGNMENT AND SIZE

Q-Medias Align tools provide an easy way to position objects precisely, relative to each other, on the Stage. (For example, you may wish that two ellipses appear vertically lined up.) Select the objects you want to align then choose a tool from the Alignment Tools.



You can use the command key (Ctrl+J) to quickly turn the Align Tools palette on and off.



The Alignment Tools



The Align Controls Dialog Window



The Size Controls Dialog Window



Nudging Objects



THE ALIGNMENT TOOLS

The following is an overview of the Align tools. Note that selected area refers to the marquee box created on your screen when two or more objects are selected and an alignment command is given:

Alignment Tools



Aligns objects along the left side of the selected area



Horizontally aligns objects in the center of the Stage



Aligns objects along the right side of the selected area



Equally spaces objects along the horizontal axis in the selected area



Aligns all of the objects vertically along the top of the selected area



Vertically aligns objects in the center of the Stage



Aligns objects at the bottom of the selected areas



Centers objects horizontally in the selected area



Centers objects vertically in the selected area



Vertically spaces objects equally in the selected area



THE ALIGN OBJECTS WINDOW

In addition to using the Alignment tools you can use the Align Objects dialog to align objects. Accessed from the Object menu, the Align dialog window gives you the ability to specify alignment by horizontal and vertical axes simultaneously.

The Align Controls options:

No Change means just that. You can use this command for the vertical aspect if you wish to align the object(s) horizontally only, and vice versa.

Left sides (available only when more than one object is selected) aligns objects horizontally to the leftmost object.

Right sides (available only when more than one object is selected) aligns objects horizontally to the rightmost object.

Centers (available only when more than one non-text object is selected) aligns objects horizontally or vertically (depending on which menu the option is chosen from) by the mid-point of the objects.

Tops/Bottoms (available only when more than one object is selected) aligns objects by their tops or bottoms, depending on which is chosen.

Center in window aligns objects to the windows vertical or horizontal middle, depending on which side of the menu the option is chosen from.



THE SIZE CONTROLS DIALOG WINDOW

All objects (with the exception of sounds and Autodesk FLI and FLC files) can be sized dynamically with the Selection tool. Click on the object and drag one of its corner handles to resize it both vertically and horizontally. In most cases this is the fastest way to size an object.

If you need to make a group of objects the same size or have an object fit precisely into a particular location, you can use the Size Controls dialog found in the Object menu.

The Size Controls dialog window gives you a number of options for sizing and positioning objects. Options that are grayed out either do not apply to the type of object you have selected, or require that more than one object be selected.

The Size Controls options:

No Change means just that. You can use this command for the vertical aspect if you wish to resize the object(s) horizontally only, and vice versa.

Shrink to smallest (available only when more than one non-text object is selected) will shrink all objects to the size of the smallest object selected.

Grow to largest (available only when more than one non-text object is selected) will grow all objects to the size of the largest object selected.

Grow to largest (available only when more than one non-text object is selected) will grow all objects to the size of the largest object selected.

Width/height of size box (available only when more than one non-text object is selected) will grow all objects to the width or height of the marquee box created by selecting multiple objects.

Enter value lets you indicate the objects position in the screen (via X/Y coordinates), and its size (via x/y scale). All coordinates are in pixels.



NUDGING OBJECTS

When fine tuning your production you may wish to move objects in tiny increments. Using the mouse may not be sufficiently precise. Q-Medias Nudge feature lets you move objects a pixel at a time using the arrow keys on your keyboard. Simply select the object(s) you wish to move and tap the arrow keys appropriate to the direction you want the objects to go.



SCENE PROPERTIES

Like objects on the Q·Media Stage, each scene in a Q·Media movie has properties that define and delimit it. Scene properties include name, transition type, and style.

You set scene properties in much the same way as you set object properties, by giving commands or simply by pointing and clicking with the mouse. To set the scene properties you can do one of the following: double-click on the background, choose Properties from Scene menu, or click on the Scene Properties button on the Toolbar.



Naming Scenes



Setting Scene Transitions



Setting the Stage



NAMING SCENES

Giving each scene a descriptive name can help in the organization of your movie. For example, you might call the first scene Introduction, the second scene Agenda, the third scene Pacific Northwest Sales, and so on.

Each time you add a scene, a name is given to it automatically by Q-Media. (If you create the scene in Outliner view the scene name will match the text you have entered.) If a new scene is inserted or added from the scene menu a generic name will be assigned to it such as Scene_5.

You can change the scenes name from generic to a name you want by using the Scene Properties dialog window.

The list of names of scenes in your current production can be accessed from the pull-down list on the Toolbar.



SETTING SCENE TRANSITIONS

You can adjust the way a scene appears and disappears from the screen through the Transitions command. Q·Media includes a number of transition types including: Zoom Out, Left to Right, Top to Bottom, and Sparkle. Three speeds: Slow, Medium, and Fast can be set for each transition.

Scene transitions have the same properties as Object transitions. For a description of each transition type, see the [Working with Objects](#) chapter.

When a scene transitions out it will fade to the movie Backdrop (see [Setting the Backdrop Style](#) in the Movie Properties section) and then segue into the next scene. If No Transition is set for an exit transition, the next scene will transition in over top of the current scene.

To set Enter and Exit Transitions click on the Transition button on the Scene Properties dialog widow.



SETTING THE STAGE

Every scene has an unchanging background upon which all the action takes place. This background is called the Stage.

Like a scene, the Stage has certain properties that define it. A stage's size is variable (from the Movie Properties section of the Options menu), and it can contain any number of colors, patterns, or even an imported graphic image.



Setting the Stage Background



Gradients



Color



Wallpaper and Graphics



Color Palettes



SETTING THE STAGE BACKGROUND

To set the Stage background type click on the Stage button on the Scene Properties dialog. You will be presented with a variety of options for adding color and texture to the Stage background.



GRADIENTS

A gradient is a graphical technique of gradually changing from one color to another. A number of different gradients styles can be created using Q·Media. To view the Gradients dialog window, click on the Gradients button.

Notice that the Gradient dialog window has its own thumbnail to show you how your color choices will affect the background as you make them.

First, select the style of gradient you want. The style buttons resemble the gradient patterns they provide. Just pick the one you want.

Next, pick the colors to use in your gradient.

Up to four colors can be used in a gradient. To add colors, click on the Add button. A color palette will appear. Click on the color in the palette that you want to use.

To edit an already specified color, simply double-click on its icon in the Gradient dialog box and specify a new color as in the above paragraph.

As well as specify up to four colors, you can specify the order of colors in your gradient pattern. Simply drag the color icons to each others positions in the Gradient dialog window until you get the combination you want.

To change the focus point of the gradient, move the cursor over the thumbnail image. As you do this the cursor will change to a cross hair. When youve got it where you want it, click the mouse button to set a new focus point.



COLOR

If you want the Stage background to be one solid color or a simple pattern of two colors, click on the Color button to make the Color dialog window appear.

Color Dialog

The Color dialog window contains a palette. You can use either to designate color. At the side of the window are foreground (FG) and background (BG) buttons, and a Fill Pattern button. These three buttons allow you to create a multitude of regular patterns and effects.

If you have no pattern selected (Fill Pattern set to Solid), only the foreground color will appear. (The background color will be relegated to an outline at the Stages border.) Use this option if you want a simple monochrome Stage. Just click the left mouse button and select the foreground color from the palette. Click OK and that will be the Stages color.

For more interesting results, mix and match the foreground and background colors via the Fill Pattern options. In each case, the foreground color will predominate, and the background color will define the pattern. (Select the background color by clicking on the right mouse button and then clicking in a shade in the palette.)

Fill Patterns

Solid Only the foreground color appears on the Stage. The background color is relegated to the outside boundaries.

Invisible Neither the foreground nor the background colors appear on the Stage. The Stage is white.

10 - 85 The number in the menu indicates the percentage of the foreground color that appears; the balance would be the background color.

Horizontal The foreground and background elements are arranged in a horizontal pattern.

Vertical The foreground and background elements are arranged in a vertical pattern.

Diagonal The foreground and background elements are arranged in a diagonal pattern.

Hatch The foreground and background elements are arranged in a crosshatch pattern.

Pebble The foreground and background elements are arranged in a granular pattern.

Simply select the color you want from the palette for the foreground and background of the Stage.



WALLPAPER AND GRAPHICS

There may be times when you want the Stage background to contain an image: perhaps your companys logo. Q·Media gives you two ways to do this. The Wallpaper option tiles the graphic repeatedly across the background, whereas the Graphic button will scale the image to fill the entire scene.

Click either the Wallpaper or the Graphic button, depending on whether you want the image alone or repeated.

Select the file type you want to import, and go through the directories to find the file you want. If you wish to see the graphic before you import it, use the Preview section at the right of the Window.



If youre importing a company logo or other defined graphic using the Graphic option, make sure the aspect ratio (the relationship between height and width) of the imported graphic is the same as that of your Stage, or the graphic will be distorted.



COLOR PALETTE

When you are creating presentations in 256 colors you must consider palettes (For more information on palettes see the [Multimedia Primer chapter](#) .) Each scene has a unique palette, which is automatically set when animations, video, or images are dropped onto the scene. After a scene has been created you may want to change the palette.

The palette for the scene can be updated by clicking on the Palette button. A list of all of the objects with palettes will appear in the Color dialog window. To change a palette you select an object and its palette will be applied to the scene.

As well, you may want to load a standard Windows palette (PAL) file created in another application. To load a palette click on the Load button.



APPLYING TEMPLATES

Often you may want to use the same scene background in multiple productions. Q·Medias template feature enables you to create and use common backgrounds.

A template consists of:

- Stage background
- Stage size and position
- Objects in the background
- Text styles
- Palette (if one exists.)

To apply a template to a scene, click on the Templates button and select a template from the file list.



MOVIE PROPERTIES

Like objects and scenes, Q·Media movies have properties. Movie properties define the size of the Stage (in pixels). They also define the Stages position on the screen, and the appearance of the Backdrop behind the Stage.

Setting the Stage Size

When you start Q·Media, the size of the Stage defaults to your screens resolution in pixels. (A pixel, or picture element, is a dot which is illuminated by your monitors electron gun. A VGA monitor displays 640 dots from left to right and 480 dots from top to bottom. A Super VGA monitor displays 800 dots from left to right and 600 dots from top to bottom. A higher resolution monitor displays 1024 dots from left to right and 768 dots from top to bottom.)



If you wish your Stage to be smaller than the entire screen, go to the Options menu and select Movie Properties. Select the Stage size (displayed in resolution) from the dialog window. Note that you have an option called Custom that lets you define the exact size you want.

When you create a Stage size less than the size of your screen, an area outside the Stage remains unaffected by your Stage colour and pattern settings. This area is called the Backdrop. You can set the Backdrops properties from the Movie Properties dialog window, as described below.



The advantage of using a Backdrop in your productions is that when your movie is viewed on another system with different resolution or monitor size, discrepancies in the Stage size are less likely to impede the viewing process because they vary the size of the Backdrop only.

Movie Properties

The Movie Properties dialog window lets you set the Backdrops attributes: that is, the way the Stage is set against the Backdrop.

No Effect The Stage is set over top of the Backdrop with no embellishment.

Drop Shadow An artificial shadow is placed behind the Stage to make appear to be floating over the Backdrop.



When a Backdrop is present on your screen, and you are working in Screen View, you will notice scroll bars to the right and bottom of your screen. Use these to move around various parts of the Stage. If the Stage suddenly disappears, you may have inadvertently clicked one of the scroll bars extremes. Reset the scroll bars to re-center the Stage.



Do not confuse Backdrop and background! The Backdrop is the area outside the Stage when the Stage size is less than the whole screen. The background is the area occupied by the Stage itself, upon which the objects in the scene are placed.

By default Q-Media has a number of different Stage sizes preset for different resolutions. You may also select a custom Stage size by selecting Custom from the menu and entering the pixel numbers on the right side of the window.

You can also set the Stages position on the screen by entering the pixel coordinates for its top left corner in the Movie Properties window.

Setting the Backdrop Fill Style

By clicking on the Backdrop button in the Movie Properties window, you access the color and fill options for the Backdrop.

Use these options exactly as you would the Stage color options, described earlier in this chapter.



ADDING, INSERTING, AND ARRANGING SCENES

Before starting work on a Q-Media movie, you should map it out scene by scene until you have an understanding of how it will flow. Each scene should have a purpose, and its position in the overall movie should be logical. The movie should build the viewers understanding of your message from scene to scene.

Like a regular movie director, you may discover during shooting that another scene should be added, or the order of scenes should change. You may even come to this conclusion post production.

Q-Media makes it easy for you to create new scenes and add them wherever you like in the movie, during production or after the movie is completed. In addition, you can reorder scenes quickly and easily at any time. And, of course, you can delete scenes.

Adding a Scene

To add a new scene after the current scene select New Scene (Ctrl+N) from the Scene menu. The scene will be added directly after the one you are in currently. Its background will default to the background in your current scene.

Arranging Scenes

During or after production you may find that your movie would work better if the scenes were in different order. To reorder scenes, select the Scene Sorter from the View menu (Ctrl+B) or click its toolbar icon, and the movie will be presented in storyboard form.

As in regular movies, as storyboard is a sketch of the movie with a picture representing each scene. Q-Medias Scene Sorter gives a graphical overview of the entire movie, scene by scene. The first frame of each scene is represented in a thumbnail format. (A thumbnail is a miniature version of a graphic image for quick reference.) Click on the Scene View icon to return to the Scene view with the currently selected scene ready to be worked on.

Changing the Scene Order

Move a scene by selecting the scene and dragging it to a new location.

1. From the View menu choose Scene Sorter.
2. Select the scene you want to re-order.
3. Drag it to the new position in the scene lineup.
4. Release the mouse button, and the scene order will be updated.



USING THE OUTLINER

Outlining is a way of organizing complex productions by reducing their main ideas to point-form text summary form so you get the big picture. Then, you sort the points into a logical blueprint.

Q-Media comes with an Outline view that presents your movie as a series of scene icons with descriptive text. You can enter new text and move the scenes around by dragging them to new positions in the scene lineup with the mouse. The scene with the open clapper icon is the active scene.



Use the Outliner when your movie contains a lot of headline and bulleted text, and you wish to view the movie at a macro level while making detail changes to the text elements in various scenes. Use the Scene Sorter when you wish to get a big picture of your movie, and make large-scale changes like scene reordering.

You select the Outliner by choosing the Outliner button on the Toolbar, or by selecting Outliner from the View menu.

When the Outline view is displayed all scenes along with their title, bulleted text items, and media objects (optional) will be displayed. Individual scenes will be displayed in reverse type with the bulleted text items underneath:

The work done in the Outliner directly affects the movie. When you type text it becomes part of a scene. If you reorganize by moving scenes and bullet items, the whole movie is re-organized.

Creating New Scenes in the Outliner

When the Outliner is invoked you can begin entering text. The first level in the Outliner is the Scene Name or Title field. When you press enter you will create a new scene.

Promoting and Demoting Text

Q-Media has a Title style and five heading styles which have associated bullets. When you are entering text you can promote or demote the current field by using the promote/demote buttons on the Tool Bar.

Headings can be moved within the scene by dragging and dropping them.



SETTING UP LINKS VIA BUTTONS

Use Q·Medias Button tool to add viewer-activated commands to your production. A button is an icon resembling a radio or VCR on-off switch that is activated by the viewer by clicking with the mouse. Because they look like the buttons they use every day on their home entertainment systems, buttons are the most intuitive way to make commands available to the viewer.

When the viewer presses a button an action is taken. For each button a single action can be executed. If you want more actions available in a given frame, simply add more buttons.

Because they are icons, Q·Media buttons work the same way as other Q·Media drawing objects. Buttons have properties that define and delimit them as graphic objects. Each button must have a name, a size, a transition type, and a duration (measured by start and end frame).

You set a buttons properties through the Button Object window. But first you must put a button onto the Stage.

To add a button to the scene:

1. Select the button icon (put button icon here) from the Toolbox and move to the Stage.
2. Hold down the mouse button and drag from top left to bottom right to create a marquee box roughly the size you want for the button.
3. The button will appear. Double click the button to bring up the Button Object dialog.



SETTING A BUTTONS ATTRIBUTES


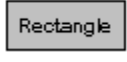

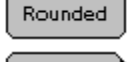

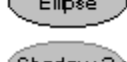
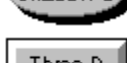
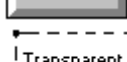

A buttons attributes include its properties (name, size, transition, duration) plus its Links functions. All these are set from the Button Object dialog window.

To set a button's attributes:

1. Double click on the button to access the Button Object dialog window.
2. Click on the Attributes button. Type in its name in the Caption box. The name can be any number of words or characters, but remember it has to fit into a rather small area.
3. Set its duration by specifying the start and end frames.
4. Set its layer (its position in the hierarchy of objects) in the Layer text box.

Click on the Attributes icon to set the buttons style and caption.

Button Styles

	Standard Windows
	Rectangle
	Shadowed Rectangle
	Rounded Rectangle
	Shadowed Rounded Rectangle
	Ellipse
	Shadowed Ellipse
	Three-Dimensional
	Transparent

Here is how to set a buttons attributes:

1. Click on the Attributes button. Select the style you want from the Button Style menu.
2. Click on the Color button to specify the buttons color. (See Object Properties for a complete description of how to specify colors.)
3. Specify the fonts color from the color button. Note that White is a good choice if you have selected a dark color for the button. Also the color selection for a Standard Windows button can not be set.
4. Click on the Size icon to give a specify the buttons size in pixels, and its position on the Stage in X-Y coordinates.

5. Click on the Transitions icon to specify how the button enters and exits the scene. (For a complete description of how transitions work, see the [Object Properties](#) chapter.)



SETTING THE LINKS ATTRIBUTE

The final attribute you set for buttons is the most important one: Links.

The Link you assign a button defines what happens when the viewer clicks on that button while watching your Q·Media movie.

Link actions include:

None Nothing happens when the viewer clicks on the button. The link is canceled.

Goto The movie switches to a designated scene and frame.

Pause/Continue The button toggles between pausing the action and resuming it.

Message A designated message appears in a dialog window.

MCI A designated MCI command is given to one of the systems multimedia devices (e.g. a compact disk plays a designated track).

OLE An OLE object present in the scene is activated.

Run A designated application is opened.

Exit The movie stops.

When specifying these actions, Q·Media will automatically provide additional text entry boxes where appropriate so you can designate an actions effect. For example, if you select the Goto action, another menu will appear where you can specify the frame and scene to which you want the action to shift when the viewer activates the button.

SETTING UP LINKS VIA OBJECTS

As you have seen in the previous section, the Links feature can be activated by the movies viewer by clicking on a button you have designed and placed into a scene.

There are other ways the viewer can control the movie via Links. You can confer Links attributes to any object in a scene (except audio), and thus make that object accessible to the viewer for controlling the movies progress. An example would be giving the viewer the option of clicking on the companys logo if they wish to see more detailed information about your company.

To add a link to a Q-Media object:

1. Double-click on the object to bring up the Object Properties dialog window.
2. Choose the Links button
3. Select the action from Action list
4. Select the parameters from the list
5. Click on OK



Each object can have only one link associated with it. To cancel the link select None from the action List.



SETTING UP LINKS VIA FRAMES

When designing a scene, you may wish to have a certain action take place at a specific frame every time the movie is played. For example, you may want to present the viewer with the option to go to another part of the movie for more detailed background. You do this by setting up a link to a specified frame.

To set the Links for a frame:

1. Go to the frame where you want the Link to be established
2. From the Frame menu select the action you would like to take place when that frame is reached.
3. Enter the parameters for the action if applicable.
4. Click on OK.

A small icon will appear in the upper corner of the Stage on the frame you have designated for the link. To edit or remove it you can double-click on the icon from the Stage or the Timeline, or select it and delete it by pressing the Delete key.



USING BRANCHING TO CONTROL THE FLOW OF YOUR MOVIE

Sometimes you will not want one scene to flow automatically into the next. Instead, you may wish for the viewer to take some sort of action (say, selecting from a menu) before the scene progresses to another scene. In the meantime, that scene would loop, repeating itself continuously.

Q-Medias Branching feature gives you a number of possibilities for what happens at the end of a scene. From the Screen Properties dialog window, you specify via the Branch To menu where the scene goes next.

Viewing the Scene Branches

The Scene Sorter view gives a graphical overview of all of the branches within the scene. To view the Scene Sorter click on its corresponding Tool bar button.

The icon beside each scene shows where the flow of the movie will go at the end of each scene.



Go to first scene



Go to last scene



Go to previous scene



Go to next scene



Return to current scene



Stop the movie



Go to a specific scene



THE Q-MEDIA VIEWER

The Q-Media Viewer is an application program completely separate from Q-Media. It enables your Q-Media movies to be played on computers where the Q-Media program is not installed. (Of course, Viewer does not give the ability to alter a movie.)

All you need to do is copy Viewer, your Q-Media movie, and some other files to floppy disks. The recipient will have everything they need to watch your Q-Media movie.

To install the Q-Media Viewer on Your System:

In order to create run time copies of your movie for distribution, you must first install Q-Media Viewer onto your hard disk drive.

1. Insert the Q-Media Viewer disk into your floppy disk drive.
2. Select Run from the File menu of Program Manager.
3. Type A:\SETUP (or B:\SETUP if your floppy drive is Drive B) and press Return.
4. Follow the instructions in the Viewer dialog window to install Viewer onto your hard disk drive.



USING VIEWER TO RUN A MOVIE

Viewer lets you play back a movie without having to load Q·Media. Because you have Q·Media installed on your system, you would normally use it to run movies. But to get an idea of what its like for your customers or colleagues who dont have Q·Media and will be using Viewer to watch movies you sent them, you should explore running movies with Viewer, too.

Viewer has a number of options that let you control how a movie is played back. You can alter these options simply by checking the appropriate boxes in the Viewer dialog window. When you exit Viewer, the options are automatically saved as defaults for the next time.

Here are the options available to you in Viewer:

Loop If the Loop option is checked you can enter the number of times a movie will repeat, or select Until Esc to have the movie loop until the Esc key is pressed.

Pause Between Scenes Pauses between each scene until the a mouse button or key is pressed by the audience.

Hide Messages Hides all MCI warning messages. Select this option if there is a chance your movie will be viewed on a system that does not have a sound card installed, or some other setup discrepancy that would bring about a Q·Media warning message.

Close Viewer Will automatically close the Viewer application when the movie is stopped.

▶ **COMMAND LINE OPTIONS**

All of the options for Viewer can be set from a command line DOS-type instruction you enter using the Run option on the File Menu of Program Manager. Using a command line is the easiest way for non-experts to run the productions you provide them.

▶ [Apart from the File/Run method of running Viewer, the command line option also enables you to play a Q-Media movie from a Windows batch file or from another application such as Visual Basic or Asymetrix Toolbook.](#)

Command line parameters that control the Viewer:

QMVIEWER.EXE moviename -Ln, -S, -H, -M, -E

-P Play the movie without going into the Viewer dialog window

-Ln Loop, where n is number of times

-S Pause between scenes

-H Hide mouse cursor

-M Hide MCI messages

-E Close viewer upon exit

For example, if you wanted to set up Viewer so a movie called DEMO.QMM played without opening the Viewer window, repeated once, had no pauses between scenes, had no error messages displayed, and closed when the movie finished, you would type:

QMVIEWER.EXE DEMO.QMM -P -L2, -M, -E



DISTRIBUTING VIEWER AND Q-MEDIA FILES

Since almost every computer has a floppy disk drive, chances are you will be sending your Q-Media movies to others on floppy disks. To make playback possible on other computers without Q-Media being present, you must include:

- The original Q-Media file

- Any files mentioned in the Clipboard of the movie you're sending (e.g. graphic files, sound files, and so on)

- The Viewer program

- The dynamic-link library (DLL) files that came with Viewer

Because these files may take up more space than is available on a single floppy disk, you should consider using a shareware file compression utility like PKZIP to reduce the overall disk space required for your run time production.

If more than one floppy disk is still required after compression, you should use the DOS 6.0 utility program Backup for Windows. See your DOS 6.0 Users Guide for instructions about backing up to floppy disks.

To enable the recipients to install your movies easily, you should label the floppy disks clearly and include printed instructions for how to decompress and install them to another computer.



RUNNING VIEWER AND Q-MEDIA FILES ON A REMOTE COMPUTER

When they receive the floppy disk(s) containing your run time Q-Media files, the recipient should create a QMDEMO (or similarly named) subdirectory on their hard disk drive and copy all the files from the floppies into that directory, using DOS Backup if necessary.

Then, if the files have been compressed, they should use PKUNZIP or some other decompression utility to decompress them.

Once the files are installed on the hard drive and decompressed, the recipient can play the Q-Media movie by selecting the Run command from the File menu of Program Manager, and entering the command line options described in the above section Command Line Options.

Or, they can run the QMVIEWER program itself.

To play the files on a remote computer:

When distributing run time version of your Q-Media productions, the most reliable way to ensure the recipients will be able to play the files with Viewer is to issue a simple set of instructions...

1. Create a directory called QMDEMO from the root (C:\) directory.
2. Copy all the files from the enclosed floppy disks to the QMDEMO directory.
3. In the QMDEMO directory, give the command PKUNZIP *.*. This will decompress the files so they can be used by your computer.
4. From the File menu of Program Manager, type the command QMVIEWER.EXE DEMO.QMM -P -L2, -H, -M, -E.
5. Click the OK button. The demo should run automatically and return you to Windows at the end.



DIGITAL VIDEO

Digital video is imagery originally saved on video tape and converted to digital form so it can be stored as computer files.

If your home movies contain footage you want to incorporate into Q-Media productions, you would use one of the two predominant digital video standards; Microsoft Video for Windows or Intel DVIto create files which can be imported into Q-Media.

Video images are processed into digital form by means of a video capture card installed in your PC. The NTSC signal is adapted to digital form by the card, the data is compressed, and finally is stored on the hard disk as files.

DVI video requires a DVI compatible video decompression card.



IMAGES

Q·Media supports many image file formats. Including bitmap formats BMP, DIB, PCX, GIF, TIF, and the vector graphic format WMF. A basic understanding of the differences between these file formats will help you when you are working with images in Q·Media.

In addition, an understanding of how palettes affect your presentation is helpful.



BITMAPS

Next to text, graphic images are the most commonly used elements in a multimedia production. To fully understand how to incorporate graphic images into Q-Media, you must be aware that there are two major types of graphic images: raster images and vector images.

Raster Images Defined

Raster images, also called `bitmap` images, are composed of dots. When you use a paint program to create a graphic, or when you import a scanned photograph into your paint program, you cause the graphic to be defined by the way it colors the pixels, or individual dots, on your computer screen.

While a raster image appears solid from a distance, zooming in on it will show you that indeed it is composed of tiny dots. When you save a raster image, the software specifies its `resolution` -the number of dots per inch the image contains. The higher the resolution, the better the quality of the bitmap. (Low resolutions `bitmap` images look jagged at the edges, like the first generation of computer games.)

You will find raster technology used in free-flowing images like photographs and soft-edged illustrationsimages that contain gradations and shading.

Vector Images Defined

Vector images, on the other hand, have no physical composition at all! Instead, vector files consist of a list of instructions that the computer executes when it prints the image to a printer or screen. For example, a vector image of an arrow would have instructions telling the computer to draw a straight line from one point to another, and detailed instructions about the shape of the arrow head.

The resolution of vector images is not fixed. It varies with the resolution of the output devicethe printer or monitorupon which they are displayed.

For this reason, vector images are used for high-quality graphics like corporate logos. They can be output on extremely high resolution imagesetters and thus almost completely free of jaggies.

You will find vector graphic technology used in hard-edged applications like blueprints, logos, and corporate presentation graphics (bar and pie charts).

Q-Media supports both raster and vector graphics: `bitmap` formats like `BMP`, `DIB`, `PCX`, `GIF`, `TIF`; and the vector graphic format `WMF` (Windows Meta File). Most vector programs (e.g. Corel Draw, Adobe Illustrator) can save in the `WMF` format.

Using the Define Editor option, you can create and alter raster and vector graphics right from within Q-Media. Remember that if your image is to be soft-edged, use a raster program like PhotoStyler or PaintBrush and create `BMP` or `TIF` images. If your image is to be line-oriented and hard-edged, use MS Draw or Corel Draw or some other vector-based program, and save your files in `WMF` format. Remember,

Q·Media has its own simple vector drawing tools for creating lines, boxes, circles, and other basic images.

A basic understanding of the differences between these file formats will help you when your are working with images in Q·Media.



COLOR PALETTES

Whether you use vector or raster images, or both, you will want to use color in your productions to create the right atmosphere and focus attention.

When you import an image into Q-Media, that image will already have color values assigned to it. Among those values is its palette—the range of colors the image contains.

If, like most PCs, your computer can display only 256 colors at a time, it is important that you designate how the incoming image's palette merges with the one already contained on your production. (Every Q-Media scene comes with a default 256-color palette.)

You have three options. The following table explains the pros and cons of each:

Keep current palette Ensures your current images are not altered, but could change the colors of the incoming image.

Merge with current palette Combines the incoming image's palette with your current scene's palette. Could affect both the incoming and currently used images.

Replace current palette Allows the incoming image's palette to replace the current one. Will probably alter current images in the production, if they are in color.

As a rule, the safest bet is the second option: Merge with current palette. If the incoming image will predominate the scene, you may choose the third option. If the reverse is true and your predominant image is already in place, try the first option.

Getting Information about an Image

If you want to know more about an image you have imported into Q-Media, select the file name in the Clip List and click on the Info button. The file's attributes will be displayed, and if you wish you can designate a Windows application to alter the image.



METAFILES

Unlike a bitmap image which is made up of a series of colored dots, a Windows metafile is composed of a set of objects such as lines, boxes, circles, and curves. Most Windows presentation, charting, and draw programs allow you to save an image as a metafile.



ANIMATIONS

Animations are vector-based images that move. The images that comprise an animation are created using vector graphics software, so they have the neat, hard-edged attributes of draw graphics. (For example, a rotating company logo is an animation.)

Digital videos, on the other hand, are raster-based images that move. Your home movies, when converted to digital form, are composed of dots that contain shades and soft-edged outlines.

Q·Media can play animations created in Autodesk Animator, Autodesk Animator Pro, and Autodesk 3D Studio and Gold Disks Animation Works Interactive files.



When using AWM files (Animation Works Movie) check the Embed Files check box in Animations Works Save As dialog. This will avoid having to Browse for the individual files each time you run Q·Media.

Animation Palettes

Animations can contain a palette of up to 256 colors for each frame in a file. This can potentially cause palette conflicts between Windows, the Autodesk Animation, and other images that may be in your Q·Media movie.

If you are designing animations, be conservative in your use of colors. If you use more than 236 colors or change palettes in the middle of an animation, the play back of the animation may be very slow.

If you are using animations created by someone else, Q·Media will help resolve possible palette conflicts by allowing you to change the palette within your scene to match the animation.



WAVE AUDIO

Sound is another medium that must be converted to digital form to be used by your computer. Sound clips that are recorded and converted into a digital format and stored on a hard disk, CD-ROM, or diskette are referred to as Wave Audio (.WAV) files.

The files are recorded and played through a sound card such as the Soundblaster Pro from Creative Labs. If your sound card has a microphone input jack, you can plug in a microphone and speak into it while using the sound cards mixer software to adjust the recording levels. Your voice-over can later be used in a Q-Media presentation by importing the WAV file of your voice into the Clip List.

Many short-duration sound clips are provided in WAV format by sound board and software manufacturers. For example, you can vary the sounds created in Windows functions like closing a file by selecting new WAV files from the Sound option of the Windows Control Panel.



MIDI

MIDI stands for Musical Instrument Digital Interface. It is an interface that allows you to connect electronic musical instruments and computers from different vendors. MIDI devices communicate with each other by sending messages through the MIDI interface. These MIDI messages are descriptions of a musical score complete with notes, timing, and instrument designations. The synthesizer chip in your sound card or MIDI sound module interprets the messages and produces the music.

Use MIDI when you want to create a musical soundtrack for your movie. Q·Media supports playing MIDI music files through any internal synthesizer provided with your audio card, or through any external MIDI sound module attached to the machines MIDI port.

A MIDI file can contain up to 16 channels of music data. Each instrument in a musical score is represented in its own channel, and each channel can be played back simultaneously.

MIDI has many advantages. It requires a fraction of the storage size of Wave Audio. MIDI is also easy to edit, and a variety of Windows packages are available to compose and edit MIDI files.

The only drawback to using MIDI, is that numbers (patches) assigned to designate instrument types within that MIDI file are not standardized. Consequently, if you play a MIDI file created on synthesizer that has different instrument numbers (patches) than your synthesizer it may not sound correct. For example if you create a background score for your Q·Media Movie on a Korg M-1 synthesizer and try to play back the Movie on a PC with a Roland SCC-1 Sound Card, it may play back with different instruments. This is because the Korg assigns a different patch value to the instruments than does the SCC-1.

The solution to this problem is called a patch mapper. The Microsoft MIDI mapper, included with Windows 3.1, maps one instrument patch number to another so that the synthesizer knows which instrument is intended to be used, even if the original file lists another number. Q·Media allows you to view and edit your MIDI setup information from within the software.



CD AUDIO

CD Audio is the simplest way of adding high quality sound to your Q·Media movie. Instead of creating the music from scratch as you would do with a MIDI device, you simply select which tracks of an audio compact disk you wish to play in your Q·Media production.

Of course, you must have an Audio CD-compatible CD-ROM disk installed in your PC to use this feature.

Because Q·Media supports MCI commands, you have complete control over how the music on a compact disk interacts with the scenes of your Q·Media movie. You can synchronize right down to the second and the frame if you wish.

TOOLBAR REFERENCE

The ToolBar Icons



Open



Save



Scene Information



Cut



Copy



Paste



Undo



Normal View



Outline View



Scene Sorter View



Full Screen



Clip List



Timeline



Preview Controls



Run Presentation



Transition Controls



Stage Controls



Background Controls



Color Controls

