

Open!Info Manager for Windows Demonstration Version 2.0

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Welcome to Horizons Technology's Open!Info Manager Demonstration Program! Included with this demonstration program is a multimedia presentation authored with Open!Info Manager that provides insight into the capabilities of multimedia presentations and their most common uses. In addition, we've included step-by-step instructions for creating a simple presentation.

The instructions for running the presentation and creating your own Open!Info presentation begin after a few words about installation and video drivers. Simply select Print from the File menu so you can have the instructions at hand, double-click the Open!Info Manager icon, and have fun!

Please call us at 1-800-828-3808 if you'd like to purchase or learn more about Open!Info Manager.

A Few Notes On Installation:

For best results, please set your display setting in a 16-bit color mode (32,768 or more colors). This can be done by selecting the icon created during installation of your video drivers. If the video driver installation did not create an icon, select the Windows Setup icon in the Main Program Group and choose the Change System Settings from the Options menu.

Open!Info Manager, as well as other multimedia programs, will provide the best possible display of digital video in this setting.

A Few Notes on Video Drivers:

Open!Info Manager has been tested using a wide variety of sound and video cards. Horizons Technology is committed to supporting emerging standards, as well as the most popular multimedia hardware cards. If you experience any problems displaying video using Open!Info Manager, please verify you have the latest video drivers supplied by your card manufacturer.

Open!Info Manager Test Drive Tutorial

Test drive this Open!Info Manager Demonstration Version by previewing the demo presentation and creating a presentation on your own. You'll see the many features built into Open!Info Manager to help you create exciting and effective multimedia presentations.

Before you begin, take note of the following **File menu** commands that have been disabled in this Demonstration Version.

1. Delete
2. Save
3. Save As
4. Close
5. Publish
6. Create Backup
7. Load Backup
8. Clear All

Also, changes to the database are not saved when you exit Open!Info Manager. Commands like **Import Media** and **Delete Page** function normally while you working in Open!Info Manager, but the changes are lost when you exit.

RUN THE DEMO PRESENTATION

The demo presentation discusses four applications you might develop using multimedia. Run this presentation to see how easy it is to work in Open!Info Manager.

1. Choose **Open** from the File menu.

The database can contain multiple presentations at once. Therefore, you tell Open!Info Manager which one you want to work with by *opening* that presentation.

2. Highlight **Multimedia Applications Demo** in the dialog box, then choose **OK**.

Open!Info Manager generally displays the Summary and Diagram windows for this presentation. If either window does not appear, choose its name from the Window menu to display it.

The Summary window shows a textual representation of the presentation, listing the pages, templates, and media objects it uses. The Diagram window shows a graphical illustration of the page flow, similar to an organization chart.

3. Choose **Preview** from the File menu.

Open!Info Manager displays the first page of the presentation. In this presentation, it is a menu page.

4. Click the area over one of the option names to move through the presentation.

A small hand appears when the mouse pointer is over a button that can be clicked.

Click **1 - Dazzling Business Presentations** to see how multimedia can dress up a business presentation.

Click **2 - Interactive Advertising & Marketing** to see how you can really show off your products with a multimedia presentation.

Click **3 - Point of Information or Sales Kiosks** to learn how Open!Info Manager lets you add impact to a kiosk application.

This portion of the demo contains video clips. Notice the added impact video brings to your multimedia creations! As you look through this sequence, give particular attention to the whale video. This TrueMotion-S video clip shows off the clarity and quality of this compression type.

Click **4 - Corporate Communications** to find out how multimedia can improve corporate communications.

5. Click the different buttons on each page to see their effect, and to navigate through the entire presentation.

6. Click the **Exit** button to exit the presentation when you finish.

You're back in the Open!Info Manager window. That's how easy it is to open and view a presentation created in Open!Info Manager.

CREATE A PRESENTATION

Use the following instructions to create a complete presentation from start to finish. This presentation will contain only two pages that illustrate and describe dolphins.

The first page will start with a picture of dolphins. The viewer can click a button to display a text description of dolphins, or a different button to show another picture. A button for moving to the next page and an exit button complete the first page.

The second page will show a video of dolphins swimming. It will include buttons the viewer can click to play, pause, and resume the video. Finally, it will include an exit button and a button for returning to the previous page.

Start a New Presentation

Starting a new presentation closes any other presentation that might be open, and lets you start fresh.

1. Choose **New** from the File menu.

Open!Info Manager displays the Presentation Properties dialog box for the new presentation.

Open!Info Manager always supplies a default name for each new element you create. This default name consists of the object type (Presentation in this case) followed by a number, which is based on the total number of objects in the database.

2. Enter **My First Presentation** to replace the default presentation name.

3. Set the Width to **640** and the Height to **480**.

The Width and Height fields are special. These values are set when you first create the presentation, and cannot be changed later. A presentation whose page size is 640 x 480 can be displayed on any monitor.

4. Leave the other property settings at their default values.

Notice that you cannot set the Start Page (the button is dimmed) because no pages have been created for the presentation yet.

5. Choose the **OK** button to accept the entries.

Open!Info Manager displays a Summary window and a Diagram window for the new presentation. Remember, the Summary window displays a textual representation of the presentation, and the Diagram window displays a graphical illustration of the presentation flow. Right now there is no information to display in these windows.

6. Double-click in the Diagram window to create a new page icon and display its Page Properties dialog box.

NOTE: If the Page Properties dialog box does not appear, choose **Page** from the Properties menu. Also, choose **Preferences** from the Properties menu, then check to make sure the **Show Template/Page Properties automatically** option is selected in the Preferences dialog box.

7. Enter **First Page** as the Name, and choose **OK**.

Right now the Name is all you need to enter. Later you'll be setting other properties for this page.

The Page Properties dialog box closes and the Diagram window returns showing a page icon titled *First Page*. This icon is green to indicate that Open!Info Manager has set this as the start page.

8. Double-click again, to the right of the first icon, to create another page. Give it the name **Second Page**, and choose **OK**.

Notice that the page icons appear at the location of the pointer when you double-click.

Define Content for the First Page

Next you'll add the controls and media that make up the content of the first page.

1. Place the pointer over the First Page (the green icon) and double-click to display its Page Properties dialog box.

Notice that the Template button is dimmed, as are all the check boxes for using the template settings. That's because no templates have been defined for this presentation.

2. Click the **Background** button.

The Background Image dialog box appears. If the Show Information check box is selected, the bottom section shows a preview of the highlighted image, as well as information about the media file. When you select a different image, its information will appear.

3. Enter **stucco** in the Text field and click the **Find** button.

Open!Info Manager searches for all image names that contain the word *stucco*, and removes all other images from the selection list. There is only one image containing the word *stucco*.

4. Select the image called **BG: Gray artistic stucco**, and choose **OK**.

The Page Properties dialog box returns, showing the name of the selected background image, and its check box is selected. The check boxes let you switch between the page setting and the template setting if a template is being used.

You won't be setting a transition or page sequence for this page, so you can ignore these sections for now.

5. Choose the **OK** button to close the Page Properties dialog box.

When the Page Properties dialog box closes, the Page window opens showing the selected background image.

6. Maximize both the Open!Info Manager window and the Page window by clicking the maximize button (an arrow pointing up) in the upper right corner of each.

This enlarges the Open!Info Manager window to fill the screen, and the Page window fills the Open!Info Manager window.

Create Movement Button Controls

Movement Button Controls define areas the viewer can click to move from page to page through the presentation, or to exit the presentation. The First Page includes one Movement Button Control for moving to the next page and one for exiting the presentation.

1. Choose **Create Movement Button** from the Mode menu to activate the Create Movement Button Mode.

The mouse pointer becomes a crosshair.

2. Place the crosshair near the bottom left side of the window, where the status bar reads approximately X 0, Y 439.

If necessary, use the scroll bars to move the bottom left portion of the page into the window.

3. Hold down the mouse button as you drag out a control box down and

to the right, about the size of the button graphics you saw in the demo presentation.

The status bar shows the width and height as you draw. Don't worry about drawing it an exact size. You'll have a chance to adjust the size later.

The Movement Button Properties - Page dialog box appears when you release the mouse button. The Page designation in the title indicates that you are working on a Movement Button created for the page. Different designations appear when you are working in a template (Global) or modifying a global control for a page (Local).

4. Enter **Exit Button** as the control **Name**.

5. Enter **0** as the **X** value and **439** as the **Y** value, if needed.

The X and Y values indicate the position of the top left corner of the control. X is the number of pixels from the left side of the page; Y is the number of pixels down from the top.

You do not need to enter the Width and Height for the control. Later you'll have Open!Info Manager automatically resize the control box to fit the graphic it displays.

6. Click the **Primary** button.

The Button Image group on the Movement Button Properties dialog box gives you fields for selecting an image to display in the control box. The Primary image is the image that appears constantly while the page is displayed. A different image can appear briefly while the viewer clicks the mouse button, depending on the Selection Effect you choose.

When you click the Primary button, Open!Info Manager displays a dialog box for selecting the primary image. This dialog box looks like the one you used to choose a background for the page.

7. Use the scroll bars or the **Find** button to select the image titled **Button: Silver "Exit"**, then choose **OK**.

8. Click the **Resize Control to Fit** button in the Movement Button Properties dialog box.

This adjusts the size of the control box so it is the same size as the image. Notice that the Width and Height values change appropriately.

9. Be sure **Flash** is selected as the Selection Effect.

Usually Flash is selected by default. It causes the image to change colors briefly when a viewer clicks the button.

Notice that the Selected button is dimmed. It is available only if Show Image is chosen as the Selection Effect.

10. Choose **Exit** in the Movement Type list.

When a viewer clicks a button whose Movement Type is Exit, the presentation closes.

11. Choose **OK** to close the Movement Button Properties dialog box.

12. Repeat steps 2-9 to create another Movement Button Control with the following settings.

Name: **Next Button**
X: **553**
Y: **439**
Primary Image: **Button: Silver "Next"**
Resize Control to Fit: **Click this button**
Movement Type: **Go to Page**

When you choose Go to Page as the Movement Type, you also need to select a *destination page*: the page that will appear when a viewer clicks this button.

13. Click the **Page** button.

The Destination Page dialog box lists all pages created for the presentation.

14. Select **Second Page** as the destination for this button, and choose **OK**.

15. Choose **OK** to close the Movement Button Properties dialog box when the entries are complete.

Create a Display Media Control

Display Media Controls display the media that represents the content of your presentation. One Display Media Control is needed for the First Page of this presentation.

1. Click the **Create Display Media** tool (cyan button with a small fish) on the toolbar to activate the Create Display Media Control mode.

You can activate any mode either by choosing its command from the Mode menu, or clicking its tool on the toolbar. Hold the pointer briefly over any tool to see a description of that tool.

2. Draw a large control box in the center of the page.

After you release the mouse button the Display Media Properties dialog box appears.

3. Set the **Name** and position (**X** and **Y**) as shown below.

Name: **Picture/Text**
X: **152**
Y: **86**

It is not necessary to set the Width and Height. You can use the Resize Control to Fit button to set the final size.

4. Click the **Media** button to choose the media that will appear in this control when the page first displays.

The Select Media to Assign dialog box appears.

5. Choose **Images** from the Available Types list.

This filters out all other media objects (animation, sound, video, and text). The selection list now contains only media objects for image files.

6. Choose **Kiosk: Dolphin Graphic 1** from the list, and click **OK** to close the selection dialog box.

7. Click the **Resize Control to Fit** button to adjust the control size to match the image size.

You need not change the Play Continuously setting. This option affects only *playable* media: animation, sound, and video, whether that media is assigned directly in the Display Media Control or placed there by a Behavior Button Control. When Play Continuously is selected, Open!Info Manager automatically plays the media over and over while the page is being viewed.

8. Choose **OK** to close the Display Media Properties dialog box when the entries are complete.

Create Behavior Button Controls

Behavior Button Controls let you alter the behavior of a single Display Media Control so it displays different media, depending on which button the viewer chooses. The two Behavior Button Controls on this page let a viewer replace the original dolphin image with either some text discussing dolphins or a different dolphin illustration.

1. Activate the Create Behavior Button Mode.

Use either the Mode menu or the Create Behavior Button tool (the "magic wand" button) on the toolbar.

2. Draw a small control box below the Display Media Control, giving it the properties listed below.

Name: **Show Text Button**
X: **200**
Y: **375**
Primary: **Button: Silver "Text"**
Resize Control to Fit: **Click this button**
Selection Effect: **Flash**

3. Click the **Links** button.

A Behavior Button Control modifies the behavior of one or more Display Media Controls. Linking is the process of identifying which Display Media Controls are affected.

After you click the Links button, the Link Properties dialog box lists the Display Media Controls defined for this page.

4. Highlight the **Picture/Text** entry and click the **Set** button.

This displays a dialog box for selecting the media object that will appear in the selected Display Media Control when a viewer clicks this Behavior Button.

5. Choose **Kiosk: Dolphin Text** from the list.

You can scroll through the list, enter part of the name and click the Find button, or use the Available Types field to filter out all non-text media objects.

6. Click **OK** to select this media and close the selection dialog box.

When the Link Properties dialog box returns, the selected Display Media Control is highlighted and the linked media is identified at the bottom.

If multiple Display Media Controls were defined for the page, you could link additional controls to this same Behavior Button Control. Clicking the Behavior Button would then change the behavior of all linked controls at once.

7. Click **OK** to close the Link Properties dialog box.

The Behavior Button Properties dialog box shows that you established one link for this control.

8. Click **OK** to close the Behavior Button Properties dialog box.

9. Draw another Behavior Button Control box to the right of the Show Text Button, and give it these properties.

Name: **Show Picture Button**
X: **320**
Y: **375**
Primary: **Button: Silver "Picture"**
Resize Control to Fit: **Click this button**
Selection Effect: **Flash**
Links: **0 Items Linked to Control**

10. Click **OK** to accept the entries and close the dialog box.

As an alternative to setting links through the dialog box, this time you will link the Behavior Button to the Display Media Control graphically, with the Link Mode.

11. Click this new Show Picture Button control to select it.

Small black blocks, called handles, appear when the control is selected.

12. Activate the Link Mode by selecting **Link** from the Mode menu or clicking the **Link Mode** tool.

Notice that a solid border appears around the selected control to indicate that you are setting its links.

13. Move the pointer over the Display Media Control that shows the picture of dolphins.

Notice that the pointer's shape changes to a link symbol. This indicates that you can link to the control.

14. Right-click over the Display Media Control, then choose **Set Media** from the popup menu.

A dialog box lists the available media.

15. Select **Kiosk: Dolphin Graphic 2** from the list, and close the dialog box.

The selected image appears in the Display Media Control to indicate that this image is linked to the Behavior Button Control.

Preview the First Page

Congratulations! You've defined all the content for the First Page. Now let's preview the page to see how it looks.

1. Right-click anywhere in the Page window, and choose **Start Preview** from the popup menu.

Open!Info Manager presents the page you just created. Notice that a picture of dolphins appears, with the title Dolphins.

2. Click the **Text** button to display text in place of the picture.

3. Use the scroll bar to move through and read the text.

4. Click the **Picture** button to display a different picture of dolphins in place of the text.

The Text and Picture buttons are the Behavior Button Controls. Notice how they alter the behavior of the Display Media Control by displaying different media.

We'll ignore the Next button for now, since you have not defined any content for the second page.

5. Click the **Exit** button to close the preview and return to the Page window.

If you clicked the Next button to display the second page, press

Alt+F4 to exit the presentation. You can also right-click anywhere in the blank area and choose **Exit** from the popup menu.

Define Content for the Second Page

As you define the content for the second page, you'll learn a few different techniques, like copying controls from one page to another.

1. Choose **Modify** from the Page menu, or click the **Modify Page** tool on the toolbar.
2. Choose **Second Page** from the selection dialog box, and click **OK**.

The Page Properties dialog box appears showing the page name you assigned when you created the page in the Diagram window. If the dialog box does not appear automatically, double-click anywhere in the page window.

3. Click the **Background** button.
4. Enter **stucco** in the text field, then click the **Find** button in the Background Image dialog box to assign **BG: Gray artistic stucco** as the background for this page.
5. Choose **OK** to close the Background Image dialog box and return to the Page Properties dialog box.

Background is the only property you'll be setting for the page at this time. The other options in this dialog box are described briefly below.

Template button lets you attach a template to the page to provide a basic layout. It is dimmed because no templates have been created for this presentation.

Startup Transition lets you choose a special visual effect for drawing this page during viewing, such as randomly drawing a few segments (blocks) at a time.

Page Sequencing lets you select a next page to appear automatically after this page remains idle for a specified time.

6. Choose the **OK** button to close the Page Properties dialog box.

After the Properties dialog box closes, the background image appears in the Page window.

Create Movement Button Controls

The Second Page also contains two Movement Control Buttons: one for returning to the First Page and one for exiting the presentation. This time you'll copy the buttons created for the First Page because they are so similar.

1. Activate the window that shows First Page by choosing it from the Window menu, or clicking anywhere in that window if it is visible.

You can also activate the window by choosing **Modify** from the Page menu and selecting **First Page** from the dialog box.

2. Click the Exit Movement Button Control to select it.

3. Press **Ctrl+C** to copy this control to the Clipboard.

This step illustrates the keyboard shortcut for the Copy command on the Edit menu. Many Open!Info Manager commands have keyboard shortcuts.

4. Click anywhere in the Second Page window and press **Ctrl+V** to paste the Exit button from the Clipboard.

Open!Info Manager duplicates the control on the Second Page, giving it a new name (Exit Button - 2), but retaining all the other properties.

5. Scroll to the bottom of the screen, and place the pointer over this copied control; notice the information that appears in the status bar. Because this button will look and behave exactly like the one on the First Page, no further changes are required.

Copying controls within a presentation saves time. You only have to change the properties that are different, not start over from the beginning.

6. Copy the Next button from the First Page to the Second Page.

Because this is a duplicate of the original, it is given the name Next Button - 2, and is set up with Go to Page as the Movement Type, and Second Page as the destination. In this case, however, you want the button to return the viewer to the previous page, so you'll need to change its properties.

7. Right-click over the Next Button - 2 control (scroll to show it, if necessary), and choose **Control Properties** from the popup menu.

8. Change only the properties listed below. The other properties should remain as they were defined in the original button.

Name: **Back Button**

Primary Image: **Button: Silver "Back"**

Resize Control to Fit: **Optional**

(this image is the same size as the Next button image, so there should be no change in size)

Movement Type: **Back**

When a viewer clicks a button whose Movement Type is Back, Open!Info Manager automatically goes back one page through the presentation. You do not have to choose a destination page, so the Page button is dimmed.

9. Choose **OK** when the properties are complete.

Create a Text Overlay Control

The title *Training* that will appear at the top of this page is created with a Text Overlay Control. You can place individual lines of text onto a page, selecting the font and other effects.

1. Create a Text Overlay Control by choosing **Create Text Overlay** from the Mode menu, or the **Create Text Overlay** tool.
2. Scroll to the top of the page and draw a control box near the top of the page. Make it the full width of the page.

When you want to center text on a page, draw the Text Overlay Control box the full width of the page, then choose Center alignment. This assures that the text is centered on the screen during viewing.

3. Enter the properties listed below.

Name: **Title Text**
X: **0**
Y: **45**
Width: **640**
Height: **45**
Text: **Training**
Align: **Center**
Border: **Deselected** (no X appears)
Shadow: **Deselected** (no X appears)

You should set the desired Width and Height for a Text Overlay Control because there is not an image for resizing.

4. Click the **Font** button and select the font settings shown below.

Font: **Arial**
Font Style: **Bold**
Size: **28**

5. Choose **OK** to accept your settings and close the dialog box.
6. Click the **Colors** button in the Text Overlay Properties dialog box, and choose **Black** from the Basic Colors section of the +Color dialog box.
7. Choose **OK** to close the Color dialog box and return to the Text Overlay Properties dialog box.
8. Choose **OK** to accept the properties and close the Text Overlay Properties dialog box.

Create a Display Media Control

The focal point of the Second Page is a video in the center. Create a Display Media Control for the dolphin video.

1. Use the Create Display Media tool from the toolbar to create a Display Media Control below the Text Overlay Control.
2. Set the properties listed below.

Like before, you can leave the Width and Height unchanged and use the Resize Control to Fit button to set the proper size.

Name: **Display Video**
X: **196**
Y: **144**
Media: **Kiosk: Dolphin Video**
Resize Control to Fit: **Click this button**
Play Continuously: **Deselected**
(the video will play once and stop unless the viewer clicks a Player Button Control)

3. Choose **OK** to close the Display Media Properties dialog box.

Notice that the control box has become solid blue. This indicates that media has been assigned to the control. Since the assigned media is a video, not an image, it does not appear in the Page window.

Create Player Button Controls

Player Button Controls regulate the playback of *playable* media, such as video, sound, or animation. The three Player Button Controls on this page are used to: a) replay the video starting at the beginning, b) pause the video, and c) restart the video from where it stopped.

1. Choose **Create Player Button** from the Mode menu, or click the **Create Player Button** tool on the toolbar to activate the Create Player Button Mode.
2. Draw the first Player Button Control on the left beneath the Display Media Control (scroll down if needed).
3. Enter **Replay** as the Name, **157** as the X position, and **335** as the Y position.
4. Choose **Button - Silver Replay** as the Primary Button Image, then click the **Resize Control to Fit** button.
5. Be sure the Selection Effect is set to **Flash**.
6. Choose **Replay** as the Playback Action, because Replay always starts at the beginning of the video.

The Play option continues the video from where it stopped. You'll use that for the last Player Button Control.

7. Click the **Links** button to display the Link Properties dialog box.

8. Highlight the Display Video control name in the list, and click the **Set** button.

An asterisk (*) appears beside the control name in the list, and the bottom of the dialog box shows Link: Established.

If there were multiple Display Media Controls defined for the page, you could link additional controls to this same Player Button Control. Clicking the Player Button would then restart all the linked controls at once.

9. Choose **OK** to close the Link Properties dialog box.

Notice that the Player Button Properties dialog box shows how many links you established.

10. Choose **OK** to close the Player Button Properties dialog box.

11. Draw another Player Button Control beside the first, with the following properties:

Name: **Pause Button**
X: **263**
Y: **335**
Primary: **Button: Silver Pause**
Resize Control to Fit: **Click this button**
Selection Effect: **Flash**
Playback Action: **Pause**
Links: **0 Items Linked to Control**

12. Close the Player Button Properties dialog box.

Now you will use the Link Mode to link this Player Button to the Display Media Control graphically.

13. Click the new Player Button Control to select it.

14. Activate the Link Mode with the **Link** command on the Mode menu or the **Link Mode** tool.

The Display Media Control shows diagonal lines to show that it has not yet been linked to the selected Player Button Control.

15. Move the pointer over the Display Media Control and click the right mouse button.

16. Choose **Set Link** from the popup menu.

The Display Media Control becomes solid blue to indicate that it has been linked.

17. Activate the Create Player Button Mode again.

18. Create the third Player Button Control to the right of the first two, with the Properties listed below.

Name: **Resume Button**

X: 369
Y: 335
Primary: **Button: Silver Resume**
Resize Control to Fit: **Click this button**
Selection Effect: **Flash**
Playback Action: **Play**

19. Link this Player Button Control to the Display Media Control using either the dialog box or the Link Mode.

Preview the Presentation

Now use the Preview command to view your work.

1. Choose **Preview** from the File menu.

Open!Info Manager displays the page designated as the Start Page. Open!Info Manager automatically assigns the first page you create as the Start Page. You can change it, but that was not necessary for this presentation.

2. Click the **Text** and **Picture** buttons to see the changing media on the first page.

3. Click the **Next** button to display the Second Page.

Notice that the video automatically begins playing when the page appears. If you had selected the Play Continuously option, it would play over and over until the viewer clicked a Player Button Control or moved to a different page.

4. Click the buttons below the video to stop, play, and restart the video.

5. Click the **Back** button to return to the First Page.

6. Click the **Exit** button on either page to close the preview and return to the Page window.

Congratulations! You've completed your first Open!Info Manager presentation. As you've seen, it's easy to create exciting, multimedia presentations with Open!Info Manager. You do not have to learn a complicated scripting language, as you do in many other, more expensive authoring packages.

In addition, Open!Info Manager's simple presentation publishing feature lets you create distributable multimedia titles that are easy to play with Open!Info Reader, the royalty-free runtime program that comes with Open!Info Manager.