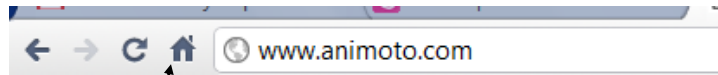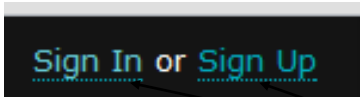# Quick Reference Guide for using Animoto

Your first step is to find your web browser and double click it. Once your web browser appears, type in www.animoto.com. This will bring you to the Animoto website.

Once inside this website, you will have to "Sign In" or "Sign Up." You have to have a User name and Password. If you do not have this, click the "Sign Up" button.

Once you've clicked the "Sign In" button a screen will appear. Write your e-mail address and password in the given spaces. Once you've finished filling in the spaces, click "Sign In."
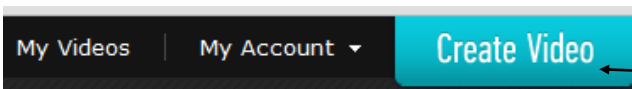
Now you are inside your own account. To create an Animoto video, click "Create Video."

Now you will have to pick a background for your video. Animoto will make your videos itself, you just upload your pictures/videos and Animoto will take care of the rest. You can preview all these backgrounds before picking the one you would like to use.
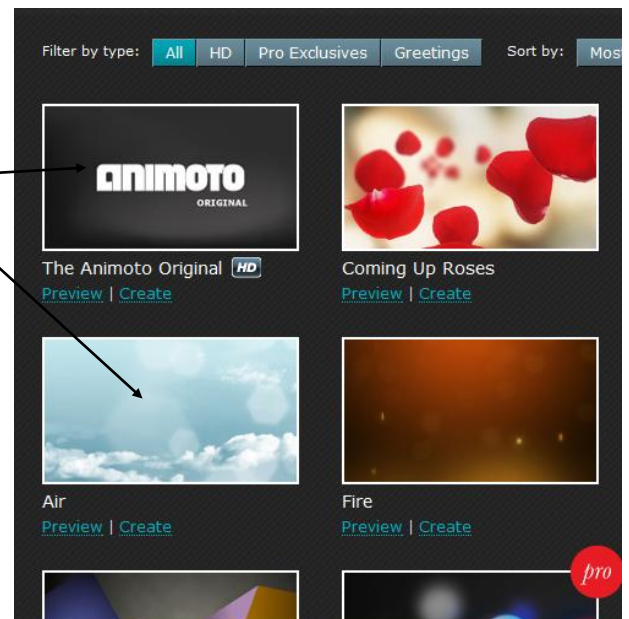
Now you will have to select where your videos and/or pictures are located. Once you've found them, go back to animoto and select "Upload." Once you've found your picture/video, double click it and you should be inside your new screen.
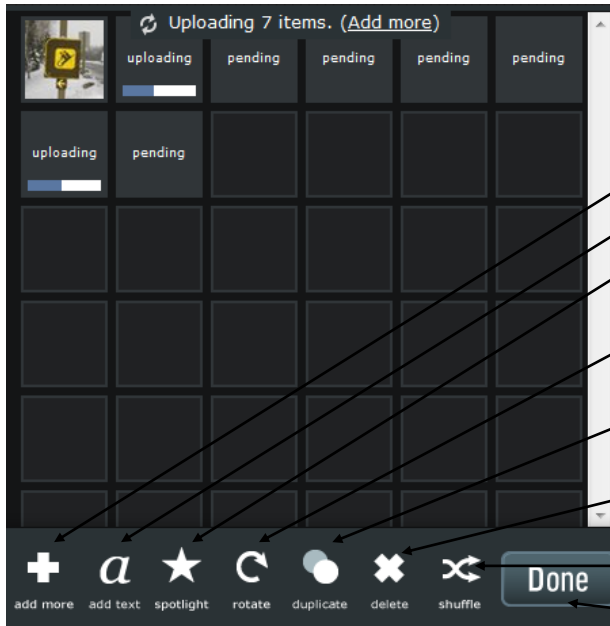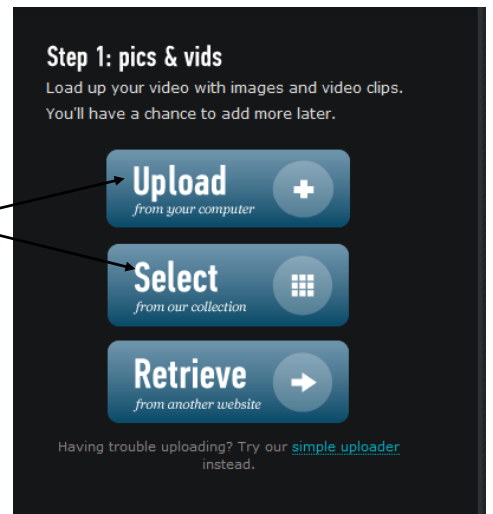
After selecting your pictures/videos, you will see that they are loading. This may take a few minutes to complete. After completion you can:

- **Add More** - You can add more pictures/videos
- **Add Text** – Insert text anywhere in your video.
- **Spotlight** – Add a spotlight to any slide and that slide will be a main focus in your video.
- **Rotate** – Rotate which way you would like your slide to be viewed.
- **Duplicate** – Double a slide if you would like it in there more than once.
- **Delete** – Remove a slide that you do not want in your video anymore.
- **& Shuffle** – You can make your video/pictures go in a random order.

Once you've finished editing everything you wanted in your video, select "Done."
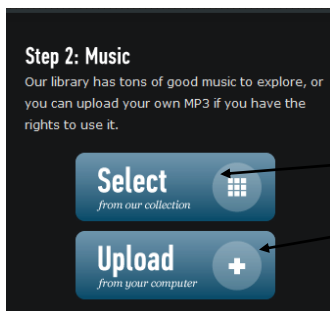
Now you can select a song that will play in the background as your video plays back. If you click the "Select" button, you can use a song from the Animoto website. If you select the "Upload" button you can use a song from your own computer.

Once you decided where you would like to choose your song from, click one of these options. Also, If you chose to use a song from the Animoto site, you can preview it and see what it sounds like.
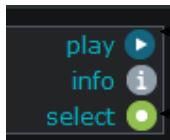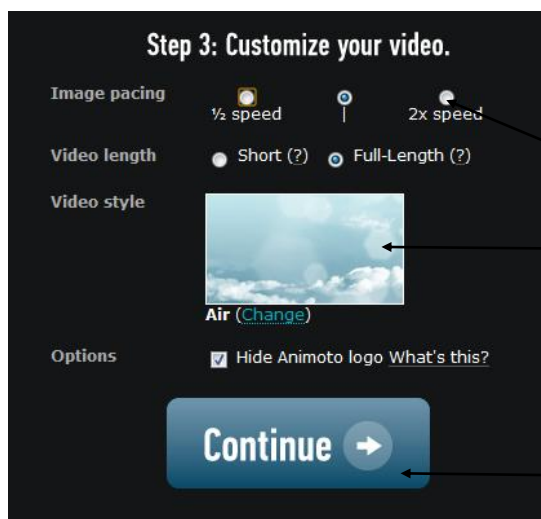
play ▶
info ⓘ
select ◉

To preview the song, press "Play."

To use the song for your video, press "Select."

Continue ➔ Once you've clicked "Select" on the song you wish to use, click "Continue."

Step 3: Customize your video.

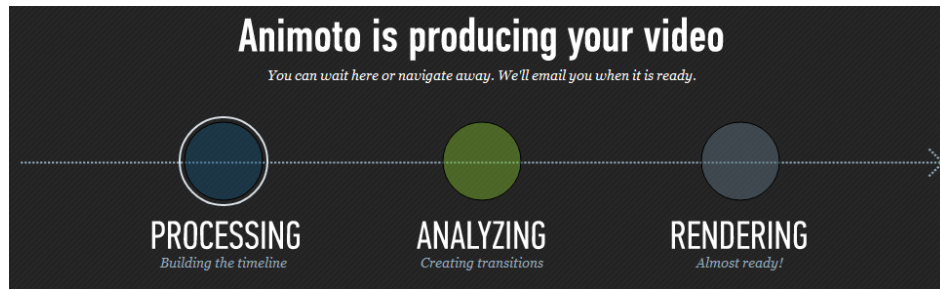|	
Image pacing	½ speed ‖ 2x speed
Video length	○ Short (?) ◉ Full-Length (?)
Video style	Air (Change)
Options	☑ Hide Animoto logo What's this?

Continue ➔

- Here you can change the different settings. You can make your slides move slow, med, or fast.
- You can also change the background again, if you don't think it works for your video.
- You have the option to hide or show the Animoto logo. If you choose to see this logo, it will appear in all your slides.
- When finished, click "Continue."

Title _____
Description _____
Producer Name What's this?
vccaps

Thumbnail
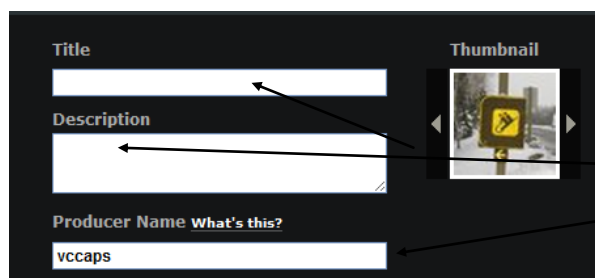
Now you can give a quick description of your video in the provided spaces: Title, Description, and Name.

Create Video ➔ When you've completely finished click "Create Video."

Animoto is producing your video
You can wait here or navigate away. We'll email you when it is ready.

PROCESSING
Building the timeline

ANALYZING
Creating transitions

RENDERING
Almost ready!

Animoto is now creating your video.

This process may take a while. Once it is complete you can watch your video.

My Videos

If you click on "My Videos" located in the top, right corner, it will bring you to the videos you have made. You can edit your project here at anytime.

Edit Project ▼

You have successfully created an Animoto Video!