Multimedia Module

FLASH 5 PART I
USER MANUAL

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A BETTER UNDERSTANDING:

Flash has been marketed lately as a Web Development tool, but it's not easy to learn because of a counter intuitive interface and may not be the right tool for the job. If you're using any of these other applications for Web Pages and you're thinking about switching to Flash, there are some things to consider.

♦ Flash requires a plug–in for the viewer to see your site. (These plug-ins now come with all new browsers)
♦ Accessibility is an issue. (Some progress has been made)
♦ For best results, you can always keep your pages in these other formats and simply insert a Flash animation movie to make it more interesting.

It is important though that you understand that Flash is a Multimedia Authoring tool that can also be used for web pages.

THE AUTHORING ENVIRONMENT:

When you start the application, Flash opens a new movie by default. After that, you can create more "new movies" by choosing **File > New**

Stage:

The stage displays what the end viewer will see, much like the canvas in PhotoShop. You can open the **Movie Properties** window to modify the **size**, **frames per second** (fps) and **background color** of the stage by choosing **Modify > Movie.**

Stage
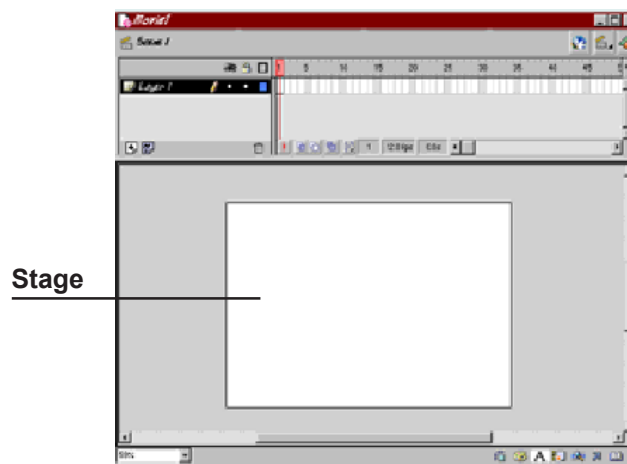
Toolbar:

The toolbar contains tools for creating and changing artwork. The Line, Rectangle and Oval tools function as you would expect from using other graphic programs.

Steps:

1.   Using the oval tool, create a **circle**

2.   Click once using selection tool

3.   Click once on shape to select the fill

4.   Drag fill to the side to show that stroke has been left behind

5.   To select both stroke and fill, double click, or drag the selection tool around object

Different tools have different modifiers. **Note**: they are called modifiers in all lessons, but on the toolbar they are labeled as "Options"

Timeline:

The left side of the timeline contains Layers used to organize movie content. Like the layers in PhotoShop, they can be locked or hidden. The right side contains Frames and the play-back head in the same way that you may have seen in other animation applications.

Library:

The Library is used to store and organize reusable elements called symbols. Types of symbols include **graphics**, **buttons**, and **movie–clips**. The Library is where all imported graphics and sound files are stored. The Flash Library window is similar to Director's Cast window.

You open the Library by choosing **Window > Library.**

Panels:

Panels make it easier to access options for modifying elements. Similar to the Palette's in PhotoShop.

You can open all panels by selecting **Window > Panel sets > Default Layout**

The authoring environment or source file is known as a **.fla** file. The published movie is known as a **.swf** file. When saving a new file Mac users must include the .fla extension (in the name)
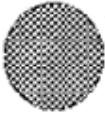
CREATING ANIMATION - KEYFRAMES AND MOTION TWEENING:

Using a "**tween**" is a simple way to achieve animation. The two kinds of tweens in Flash are **Motion tweens** and **shape tweens.** For a Motion tween there are two conditions that need to be met:

♦   a beginning and ending **keyframe**
♦   your object must be a **group** or **symbol**.

That's a **Keyframe**. A keyframe is a frame that signifies a beginning or an ending.
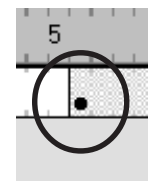
◆ **Shapes**
  - ◆ Anything you draw with flash except text
  - ◆ Visual cue – appearance of small white dots when selected

◆ **Groups**
  - ◆ Any shape that has been grouped, or any imported graphic
  - ◆ Visual cue – surrounded by blue bounding box when selected

◆ **Symbols**
  - ◆ Any object can be converted into a symbol. All symbols are stored in the Library.
  - ◆ Visual cue – surrounded by a blue bounding box with a crosshair in the center

Creating a Motion Tween:

    Steps:

1. Draw a **circle** and make sure it is **selected**

2. Select **Insert > Create Motion Tween**.

It is now a **symbol.** Flash has changed the shape into a symbol. Remember, the two conditions for a Motion Tween are: beginning and ending keyframes and a group or a **symbol**.
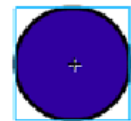
Creating an Ending Keyframe:

    Steps:

1. Select **frame 20**

2. Select **Insert > Keyframe** from top menu.

3. Click on the **second keyframe**

4. **Move** the circle with the move tool

5. Hit **return** to show the animation
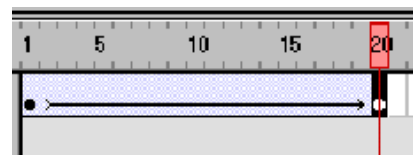
Preview in Test Mode:

    Steps:

1. Select **Control > Test Movie**

ANIMATION BASICS – PRACTICE REVIEW 1:

Steps:

1.   **Open** new document and save to desktop as "review.fla"

2.   **Draw** your object

3.   Create **Motion Tween**

   ♦   using Arrow tool select object
   ♦   choose **Insert > Create Motion Tween**. **Hint**: Flash turns your shape into a symbol

4.   **Insert** you second keyframe in **frame 20**. **Hint**: Your first keyframe is automatically put in for you by default.

   ♦   click on frame 20
   ♦   choose **Insert > Keyframe**
   ♦   with second keyframe still selected, move object to different place on stage **Hint:** you should see an arrow with a solid line in blue shaded area on time line. If line is broken you may have completed steps in the wrong order. If you add the second keyframe before adding the motion tween, your object will still be a shape. Remember that motion tweens can only be done on a Group or Symbol.

5.   Alter position of object in 2nd keyframe. (**Drag** object to different place on stage)

6.   **Preview in Test Mode** by selecting **Control > Test Movie**. **Hint:** Flash exports the .fla as a .swf file and opens it in a new window.

LAYERS:

When you create a new Flash movie, it contains one layer by default. You can add more layers to organize the artwork. Layers do not add to your file size, and it is recommended that you put all objects as well as sounds on **separate** layers. It is extremely important to label your layers!

Steps:

1.   **Double-click** on the words "Layer 1"

2.   **Type** the word "**motion**" to name this layer

3.   Click on the **Eye icon** to hide this layer. **Note:** Clicking on the Eye icon hides all layers that you have. If you had multiple layers and only wanted to hide one of them, click on the **bullet** of that layer that is in the Eye icon column.

4.   Select **Insert > Layer** to add a new layer. You may more quickly add a new layer by clicking on the **New Layer button**.

5.   Name the new layer "**shape**"

SHAPE TWEENING:

Remember that the two conditions for a **motion tween** are: a beginning and ending keyframe, and a group or symbol.

The two conditions for a **shape tween** are: a beginning and ending keyframe, and a **shape.**

Steps:

1. Make object is selected.

2. Locate the **Frames Panel (Window > Panels > Frame)** and choose **Tweening > Shape**
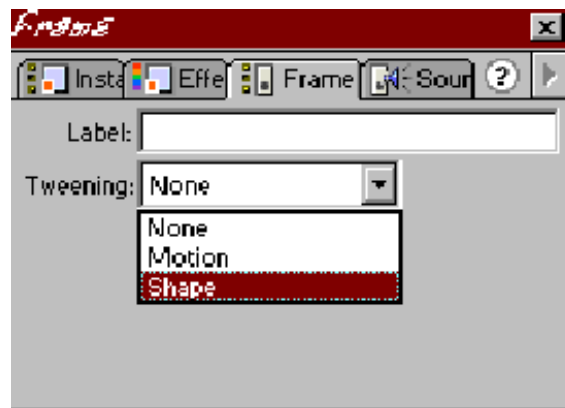
3. Select **frame 20** in the timeline

4. Select **Insert > Keyframe**

Notice that the visual cue here is that the timeline turns green and there is an arrow with a solid black line.

ANIMATION BASICS - PRACTICE REVIEW 2:
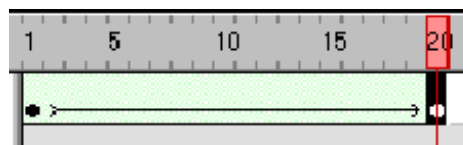
Remember the conditions for a Shape tween:

- beginning and ending keyframes
- must be a shape

Hint: grouped objects have to be ungrouped and text and symbols must be broken apart

Steps:

1. Make a **new layer** and label it "**review**".

2. **Draw** your object

3. Create shape tween:

   - with shape selected, locate the **Frames panel**
   - choose **Tweening > Shape**

   **Hint:** if Frames panel cannot be seen choose Modify > Frame

4. Insert 2nd keyframe

   - click in **frame20**
   - choose **Insert > Keyframe**

5. **Deselect** shape by click anywhere other than the shape

6. **Alter** shape:

   - click and drag at one of it's sides
     or
   - with 2nd keyframe still selected, delete shape and replace with new shape

7. **Save** and **test** movie

MORE WITH SHAPE TWEENS:

Text and imported graphics can be made into shapes by breaking them apart. This will create one extra step when doing a shape tween.

Steps:

1. Add a **new layer**

2. Name it "**text**"

3. **Type** the letter **A**

4. Select it. **Note:** after typing the "A" you may need to enlarge it. Do by using the **Character Panel**

5. Choose **Modify > Break Apart.** Notice the little white dots in the A after we break it apart.

6. Choose **Shape tweening** in the Frames Panel

7. Insert **2nd keyframe**

8. Replace the letter A with the letter **Z** in the second keyframe

9. Break the Z apart (**Modify > Break Apart**)

10. **Save** and **Test** the movie
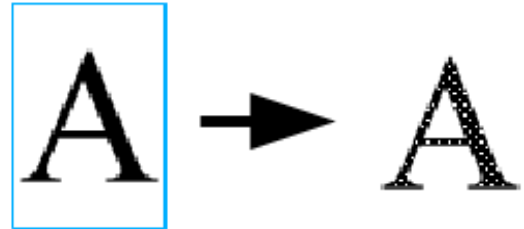
Tip: Use the Info Panel to get the X and Y coordinates if they want the letters to be in the same location.

IMPORTING:

Steps:

1. Choose **File > Import.**

2. **Locate** the file and **Open**. **Note:** On a MAC, there are two extra steps, after the import window opens, you have to click add then click import. On the PC once you have chosen File > Import, you image will appear on the stage. All imported files also go to the Library where they are stored as reusable elements called symbols.

PUBLISHING:

The Published file goes into same folder or area as the saved file. Because of this, it is important to know where your saved file is.

Steps:

1. Choose **File > Publish Settings** to find the publish settings

SYMBOLS:

A symbol is a reusable image, animation, or button (all stored in the Library).
The 3 kinds of symbols in Flash are:

- ♦ **Buttons** used to control interactivity, and navigation

- ♦ **Movie Clips** used for complex animations

- ♦ **Graphics** (when you import graphics, flash turns them into symbols)

Common Libraries:

Notice the difference of the screen, as we are in symbol editing mode as opposed to the main timeline of a scene.

You can get back to the main timeline by choosing **Edit > Edit Movie** or you could simply click on the **Scene 1 icon** as we only have one scene anyway.
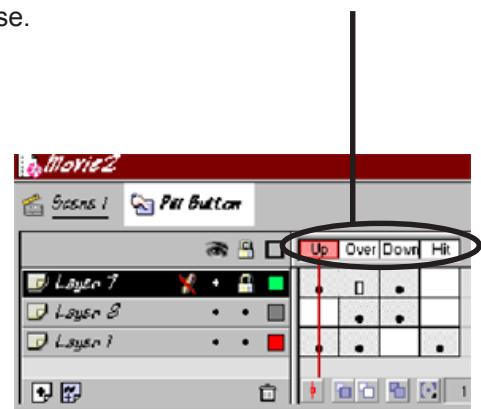

CREATING A BUTTON:

When you select the button behavior for a symbol, Flash creates a Timeline with four frames. These refer to the corresponding state of the user's mouse.

Steps:

1. Choosing **Insert > New Symbol**

2. Choose **Button behavior**

3. Name it "**Shape button**" and click **OK**

4. **Draw** a button

5. **Add keyframes** to **over** and **down** states

6. Change appearance in **over** and **down** states (color, size). To change the size of the button choose **Modify > Transform > Scale and Rotate** and type in 80%**.**

7. Navigate back to the main timeline by choosing **Edit > Edit Movie** or clicking on the **Scene 1** icon

BEYOND ANIMATION - PRACTICE REVIEW 3:

Steps:

1. Create a **new** movie and save it as **"buttons.fla"** to the desktop

2. Create a **button** Symbol

    ♦ choose **Insert > New Symbol**
    ♦ choose **button behavior**
    ♦ name your button "shape button"
    ♦ click OK

3. **Draw** a button

4. **Add keyframes** to **over** and **down** states

5. Change appearance in **over** and/or **down** state (color, size)

6. Place Instance of Button on Stage**. Hint:** to get back to the main timeline choose **Edit > Edit Movie**

    ♦ select button in library
    ♦ drag button to Stage

6. Test button by choosing **Control > Test Movie**

BUTTONS - THE HIT STATE:

Steps:

1.   Make sure the **first layer** is labeled "**shape**"

2.   Add a **new layer** and label it "**text**"

3.   **Type** the word "**Text**" on the new layer

Now we will convert this text into a button:

4.   Select text and choose **Insert > Convert to Symbol**

5.   Choose **button behavior**

6.   Name button "**text button**"

7.   Click **OK.**

We must now get into symbol editing mode ourselves by:

8.   Locate button in Library

9.   **Double click** on button icon, (not name) to open into Symbol editing mode

10.   **Add keyframes** to over and down states

11.   **Change appearance** of button in over and down states (color, size)

12.   Select **Edit > Edit Movie** to get back to the main timeline.

Let's now add a hit state to the button by:

13.   Get into **Symbol Editing Mode**

14.   **Add** a **keyframe** in hit state

15.   With the hit state frame selected, use the **rectangle tool** to create a shape that covers the entire text area.

16.   **Test** the button
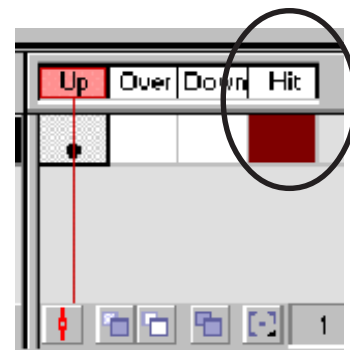
BEYOND ANIMATION - PRACTICE REVIEW 4:

Steps:

1. Add a **new layer** and label it "**text**"

2. **Type** the word "**Text**" on the new layer

3. Convert the text to a symbol (**Insert > Convert to Symbol**)

4. Choose **Button behavior** and name the button "**text button**". Click **OK**.

5. **Double click button icon** in Library to go to Symbol Editing Mode

6. **Add keyframe** in over, down and hit states

7. **Change appearance** in over and down states (color, size)

8. Use rectangle tool to create a shape that covers the entire text area. This creates the **Hit State**.

10. **Test** the button

ADDING SOUND TO A BUTTON:

Sound can be added to the over or down state of a button. Keep in mind that sound must be in its final form before importing it into Flash.

BEYOND ANIMATION - PRACTICE REVIEW 5:

Steps:

1. **Double click** instance of "**shape**" button on Stage (to open into Symbol Editing Mode)

2. Select "**Over**" State

3. Locate a sound file from the common Library (sound) and **drag** it onto the stage.

4. **Test** button

SCENES:

Scenes are one way to organize your movie. You can add, delete, duplicate, rename, and change the order of scenes.

You can quickly jump from scene to scene using the Edit Scene icon above the timeline.

ACTION SCRIPT:

Flash has a scripting language called **ActionScript**. It's used to add sophisticated interactivity. Actions can be added to a frame, button or movie clip.

BEYOND ANIMATION – PRACTICE REVIEW 6:

Steps:

1.   Add a new scene (**Insert > Scene**)

2.   Place "shape" button instance on the stage in scene 2

3.   In Actions Window, click and hold on the **"+"** sign to reveal the drop down menu

4.   Choose **Basic Actions > Go To**

5.   Choose **Scene 1, Frame 1**

6.   In Scene 2, create a **New** layer and name it "**stop action**"

7.   Select **frame 1** in "stop action" layer

8.   In Frame Actions window, click and hold on **"+"** sign

9.   Choose **Basic Actions > Stop**

10. Navigate to Scene 1

11. Select "**text button**" instance on stage

12. In Object Actions window, click and hold on **"+"** sign

13. Choose **Basic Actions > Go To**

14. Choose **Scene 2, Frame 1**

15. Add **Stop Action** to Scene 1

16. **Test** Movie

CRITERION TEST
20 min:

This is the criterion test for the Flash 5 Part I module.   It is going to test your comprehension of the workshop you just participated in or allow you to test out of the Flash 5 Part I module.

- ♦   Open a new document and save to the desktop as "(YourName).fla"

- ♦   Create a circle that moves from the left side of the stage to the right side

- ♦   On a second layer create a shape tween of a box that turns into a circle

- ♦   On a third layer create a button of out of your name, make it red and put a sound on the over state. (don't forget to create the hit state)

- ♦   Publish for the web.