

Getting Started with SitePal™

Version 1.1



Welcome Valued SitePal Customer!

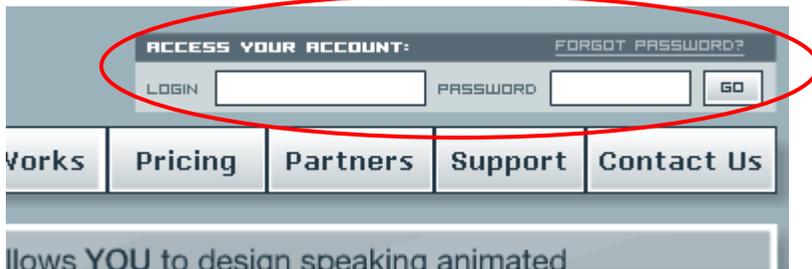
Use this guide to learn how to:

- Log into your SitePal Account
- Create a SitePal Character
- Add Audio to your SitePal Character
- Save your SitePal Scene
- Publish your SitePal Scene to your Website

NOTE: This guide gives a quick set of basic procedures for working with SitePal. Consult the [SitePal User's Guide](#) for more in-depth information.

Log into your Sitepal Account

1. Go to www.sitepal.com and enter your login and password into the text boxes on the login area, located on the upper right-hand of the screen.
2. Next, click on the **GO** button:



ACCESS YOUR ACCOUNT: [FORGOT PASSWORD?](#)

LOGIN PASSWORD

Works Pricing Partners Support Contact Us

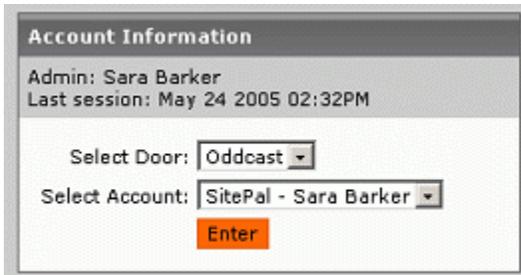
llows YOU to design speaking animated

NOTE: Use the same email address and password you used when creating your account. If you have questions or problems using your account, contact SitePal support at support@oddcast.com.

Log In to your SitePal Account (cont.)

3. Select the SitePal account you would like to use by clicking the drop down arrow next to "Select Account:" in the Account Information box.

NOTE: If you only have one SitePal account, then simply click on the **Enter** button.



The screenshot shows the 'Account Information' section of the SitePal interface. It displays the user's name as 'Admin: Sara Barker' and their last session as 'May 24 2005 02:32PM'. Below this, there are two dropdown menus: 'Select Door:' set to 'Oddcast' and 'Select Account:' set to 'SitePal - Sara Barker'. An orange 'Enter' button is positioned below the 'Select Account:' dropdown.

4. Click the **Enter** button. This will take you to the "Scene List" screen. *Time to create your Sitepal character!*



The screenshot displays the 'Scene List' screen with two scene entries. Each entry includes a character preview image, a title field, a player dropdown menu, creation and modification timestamps, and a set of control buttons (Edit, Preview, Delete). Additionally, there is a 'Playback Limit' section with a 'Play On Load' dropdown and a 'Limit Applies to' dropdown. On the right side of each scene entry, there are four icons with corresponding labels: 'Embed in HTML Page', 'Embed in Flash', 'Email Scene', and 'Publish to eBay'.

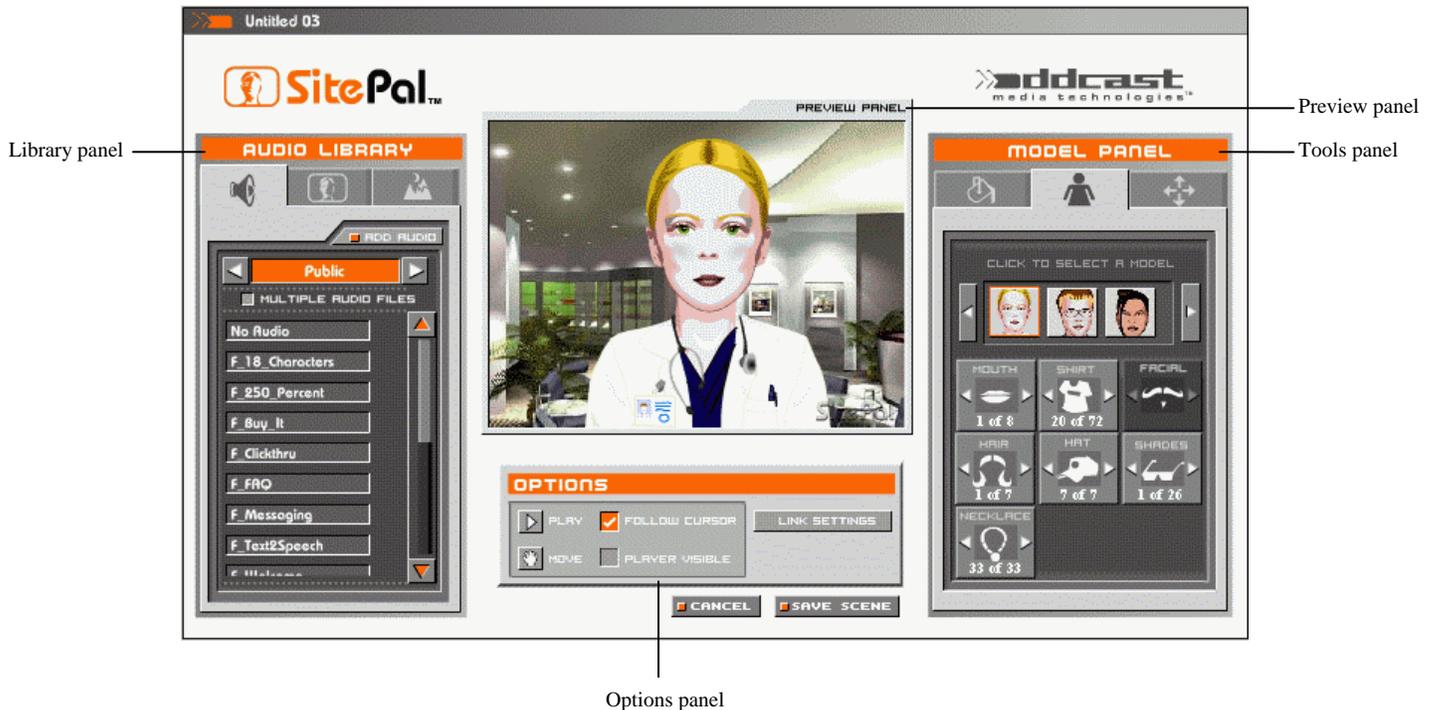
Scene #	Title	Player	Created	Modified	Playback Limit	Play On Load	Limit Applies to	Actions
Scene # 1	Test 1	vhss_bep_skinned.swf	May 11 2005 01:21PM	May 31 2005 11:54PM	?	Unlimited	Month	Embed in HTML Page, Embed in Flash, Email Scene, Publish to eBay
Scene # 2	Untitled 02	vhss_bep_skinned.swf	May 11 2005 01:21PM	May 31 2005 11:54PM	?	Unlimited	Month	Embed in HTML Page, Embed in Flash, Email Scene, Publish to eBay

Create a SitePal Character

1. Click the **Edit** link (circled in red) on one of the listed scenes to begin working on a SitePal Character. This will take you to the "Scene Editor" screen.

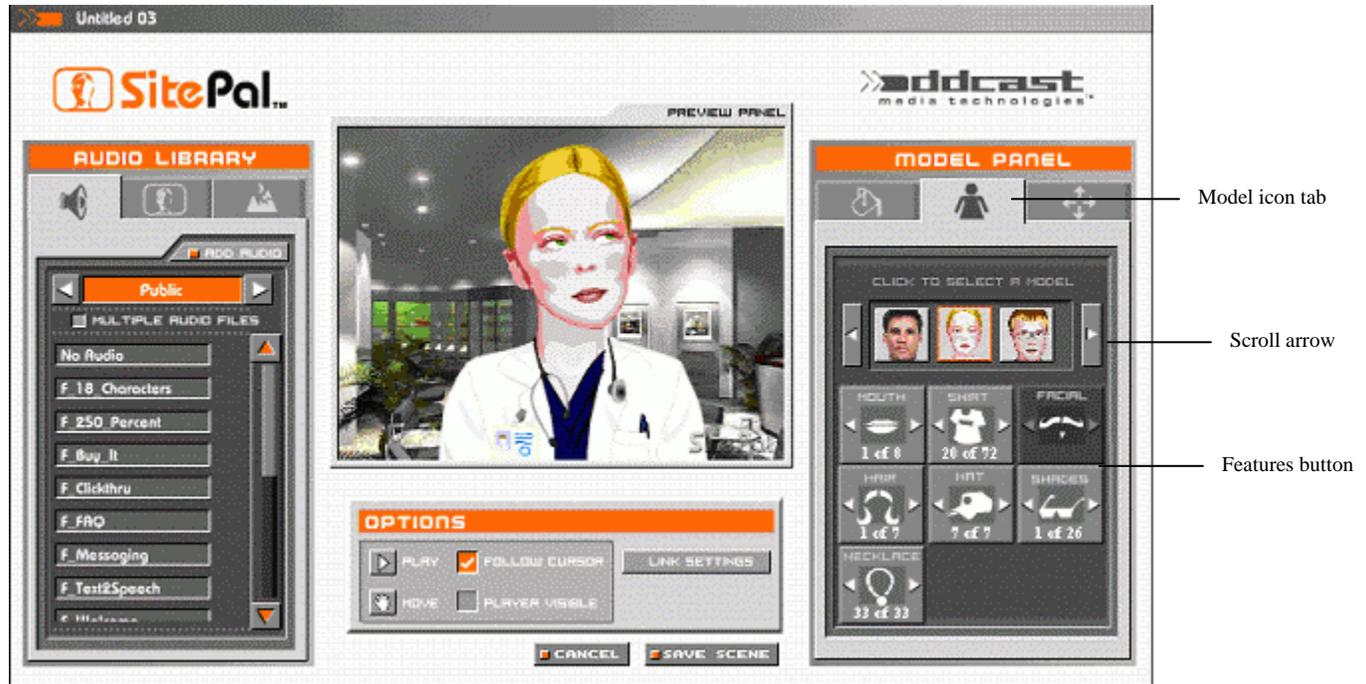


2. Create your Character and design your scene by using the "Scene Editor" panels pictured below:

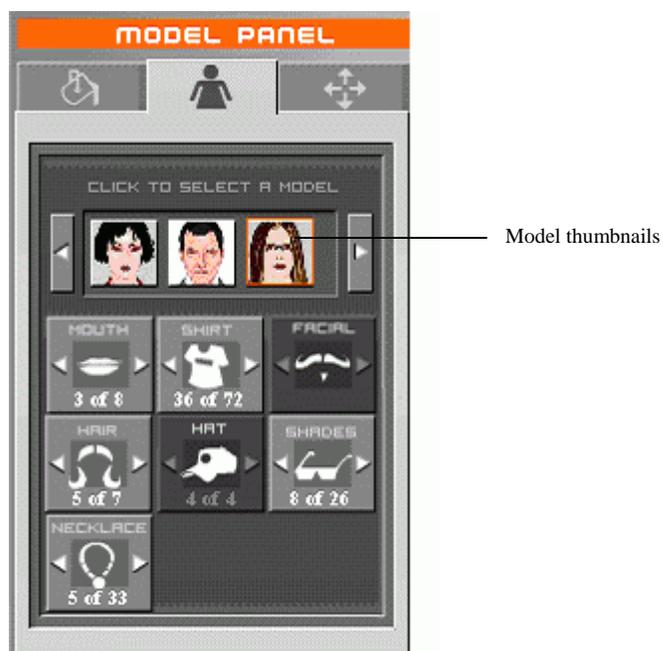


Create a Sitepal Character (cont.)

- Use the Model panel to define your Character's physical features.



- Click the Scroll arrows to browse the Model thumbnails.



Create a SitePal Character (cont.)

- Click the Model you would like to use. It will appear in the Preview panel.



- Click the **Mouth** button under the Model thumbnails to browse through different lip shapes for your character. As you can see below, there are plenty to choose from!



Create a Sitepal Character (cont.)

- Click the **Shirt** button to browse through your character's various clothing possibilities.



Shirt button

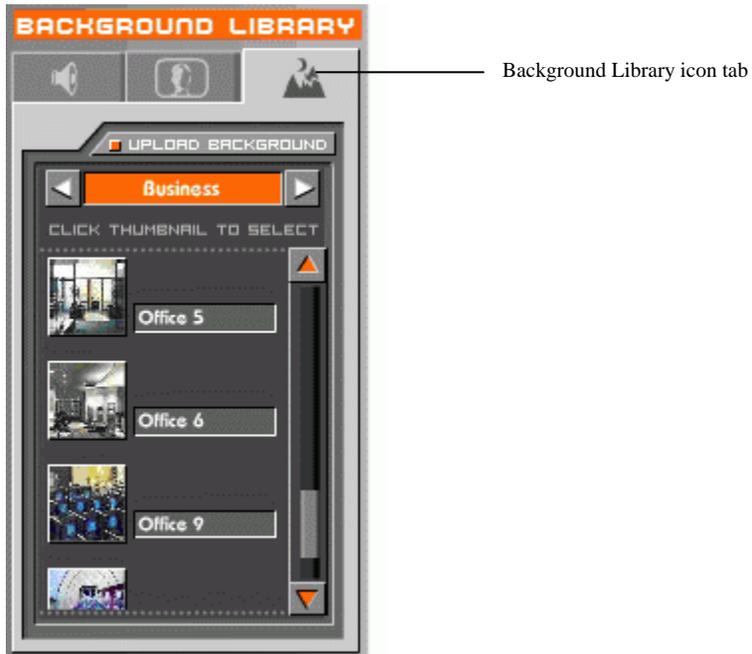


Create a Sitepal Character (cont.)

8. Finally, click the **Hair** and **Shades** buttons to give your character that final touch!

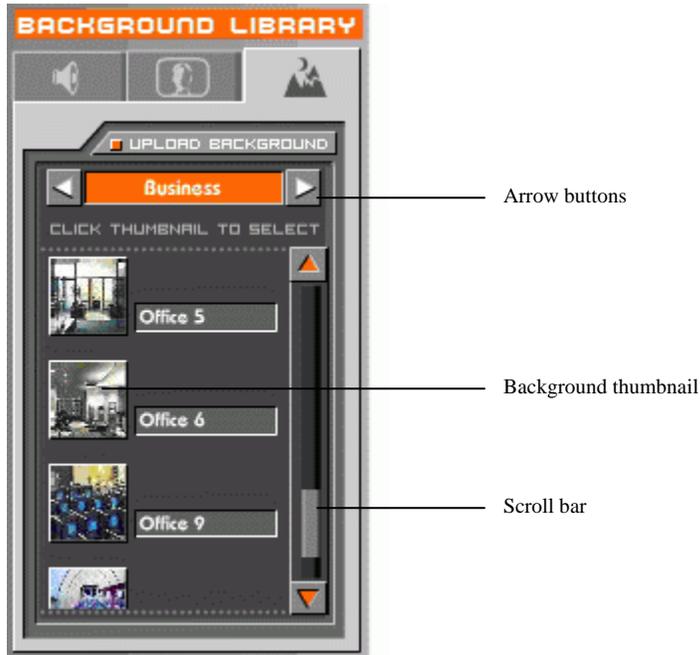


9. Now click the Background Library icon tab in the Library panel for the perfect setting!

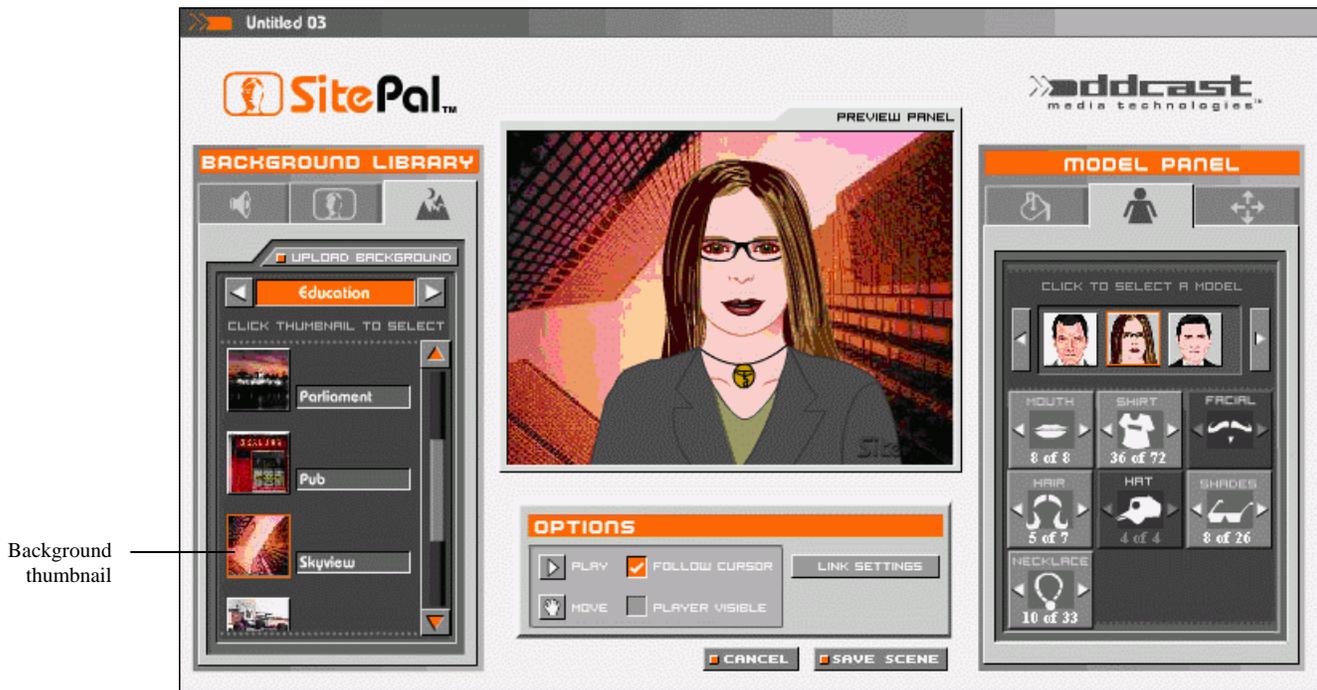


Create a Sitepal Character (cont.)

- Click the **Arrow** buttons to change background categories and use the scroll bar to the right of the Background thumbnails to scroll through all the backgrounds in each category.



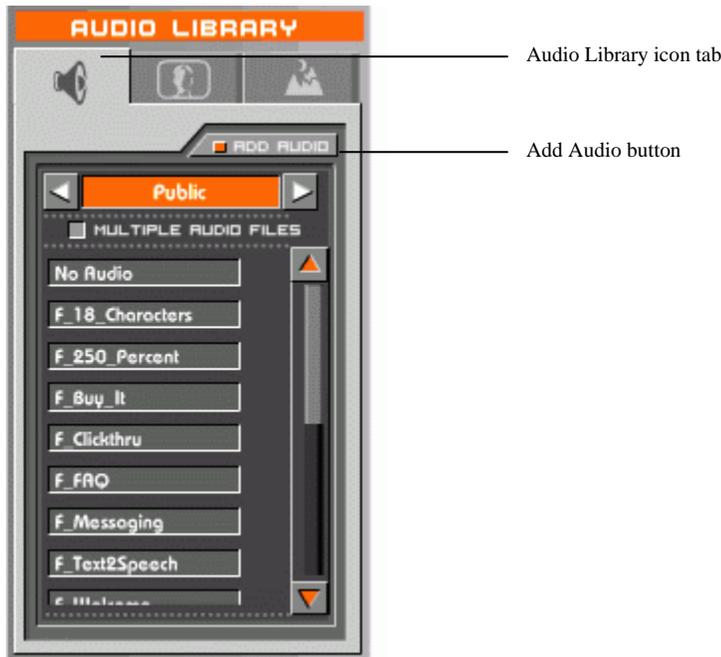
- Click the Background thumbnail you would like to use. It will appear in the Preview panel.



Add Audio to your Sitepal Character

Now that you have your Model and Background set, it's time to add your own audio!

1. Click the Audio Library icon tab in the Library panel.



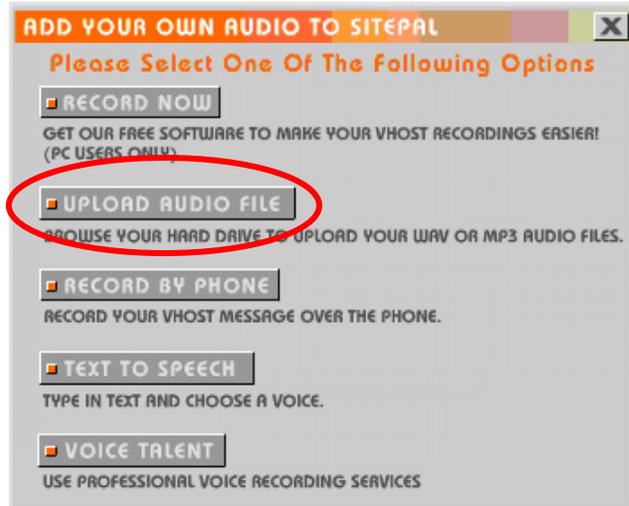
2. Click the **Add Audio** button. The "Add Your Own Audio to Sitepal" window will appear.



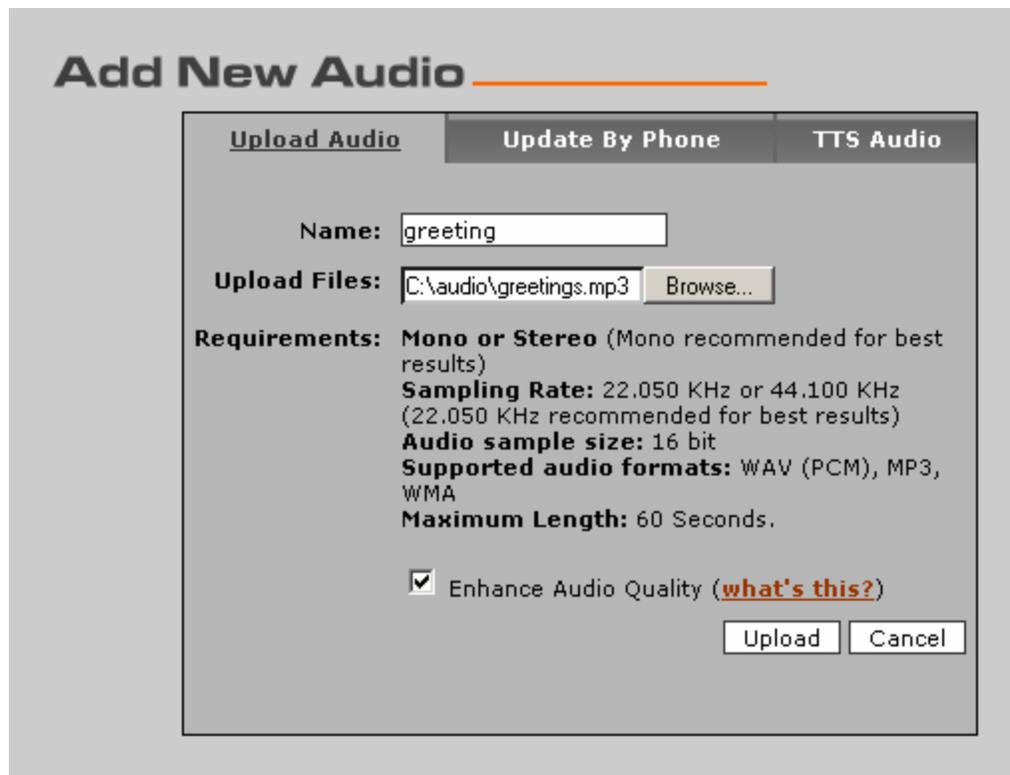
NOTE: As you can see in the Audio window, there are several different ways to add audio to your Sitepal Scene. Here we will discuss uploading an audio file you already have on your computer. The other methods of adding are just as simple. Please see the [SitePal User's Guide](#) for more information.

Add Audio to your Sitepal Character (cont.)

3. Click the **Upload Audio File** button (circled in red below) and the "Add New Audio" window will appear.



4. Enter the name you would like to give your audio in the Name text box.



Add Audio to your Sitepal Character (cont.)

5. Enter the location of your audio file into the Upload Files text box or click the **Browse** button to locate your audio file.

NOTE: If you don't already have audio recorded, you can easily use the "Record Now" option to make a recording using the built-in "Sound Recorder". See the SitePal User's Guide for more information.

6. Click the **Upload** button (circled in red below).

Add New Audio

Upload Audio | Update By Phone | TTS Audio

Name:

Upload Files:

Requirements: Mono or Stereo (Mono recommended for best results)
Sampling Rate: 22.050 KHz or 44.100 KHz (22.050 KHz recommended for best results)
Audio sample size: 16 bit
Supported audio formats: WAV (PCM), MP3, WMA
Maximum Length: 60 Seconds.

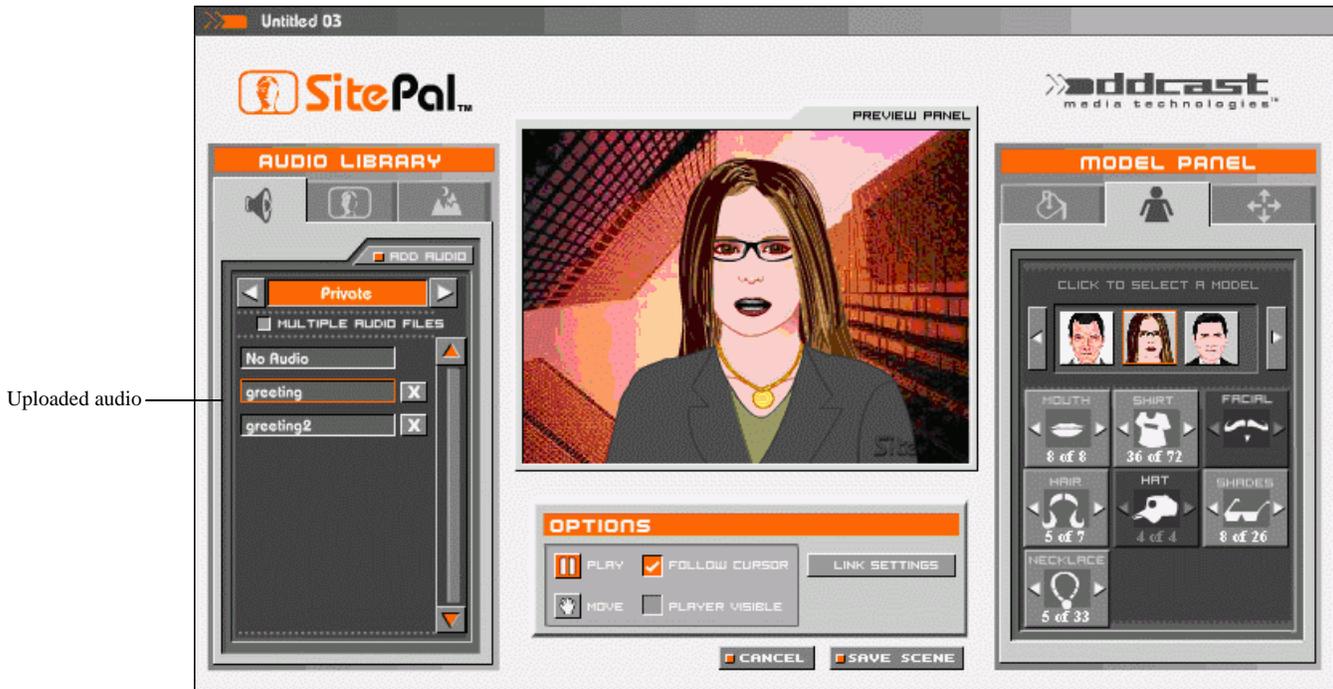
Enhance Audio Quality ([what's this?](#))

WARNING: In order for your audio file to upload successfully, it must meet the following requirements (as listed in the "Add New Audio" window):

Channels: Mono or Stereo (Mono produces the best results)
Sampling Rate: 22.050 KHz or 44.100 KHz (22.050 KHz recommended for best results)
Audio sample size: 16 bit
Supported audio formats: WAV (PCM), WMA, MP3 (16, 32, 48, 64kbs)
Maximum Audio Length: 60 Seconds.

Add Audio to your Sitepal Character (cont.)

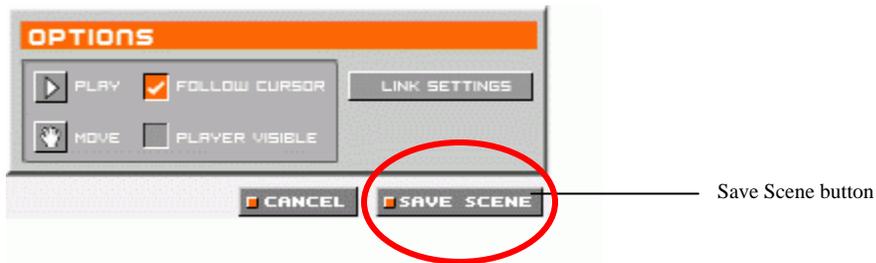
7. Click the **OK** button on the "Your new audio is ready" alert message. *Your character will start speaking the uploaded file!*



Congratulations! You now have a Sitepal Scene to save and publish to your website!

Save your Sitepal Scene

1. Click the **Save Scene** button located below the Options panel (circled in red). If you are using Microsoft Internet Explorer, a window will appear asking you to install the VHost Plugin. It is recommended that you install this plugin as it will allow you to record audio from within the SitePal environment, among other things.



NOTE: Steps 2–6 of this section are only for users of Microsoft Internet Explorer. Please skip ahead to Step 7 if you are using a different browser, such as Opera, Netscape, Firefox or Safari – you won't need to install the VHost Plugin nor will you see the Active X control when saving your scene.

NOTE: Steps 2-6 only have to be done once! You will not have to repeat this steps once you install the VHost Plugin.

2. Click the **OK** button on the Microsoft Internet Explorer window to install the VHost Plugin:



3. Click on the yellow bar in the next window. This will bring up a menu.



Save your Sitepal Scene (cont.)

4. Click the "Install ActiveX Control" command (circled in red below). A Security Warning window will appear.



5. Click the **Install** button on the Security Warning window.



Once the Plugin is installed, your Scene List will display an up-to-date thumbnail image of your character on the Scene List screen!

Save your Sitepal Scene (cont.)

- Click the **OK** button on the "Saving" pop-up. A "Creating Snapshot" screen will appear and you will be taken back to the "Scene List" screen.



NOTE: Snapshots are only saved if you use Microsoft Internet Explorer and the VHost Plugin. All other web browsers, including Firefox, Netscape, Opera and Safari will save thumbnails of the Model you used as the basis of your Character – not an exact replica of the Character you actually designed.

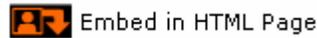
- Click the Title textbox to enter the name of your character (circled in red below).



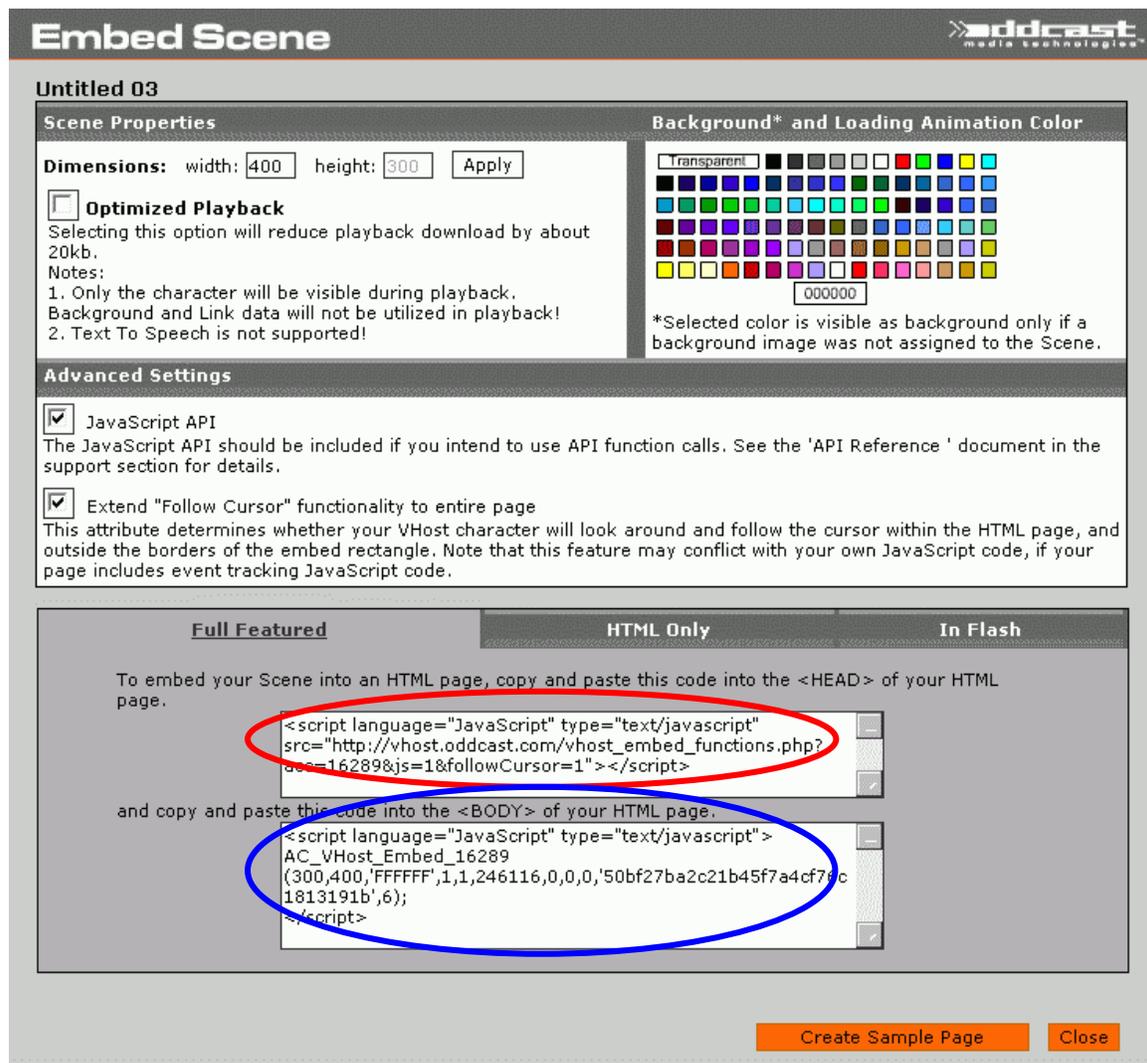
Now you are ready to publish your Sitepal scene to your website!

Publish your Sitepal Character to your Website

1. Click the **Embed in HTML Page** button on the right of you scene. The Embed Scene window opens.



2. Open the HTML editor you use for your website.
3. Copy and paste the code from the first text box (circled in red) into the <HEAD> of your HTML page.
4. Copy and past the code from the second text box (circled in blue).
5. Finally, save the page and upload it to your website. *That's all there is to it!*



The screenshot shows the 'Embed Scene' dialog box from Oddcast Media Technologies. The dialog is titled 'Untitled 03' and has several sections:

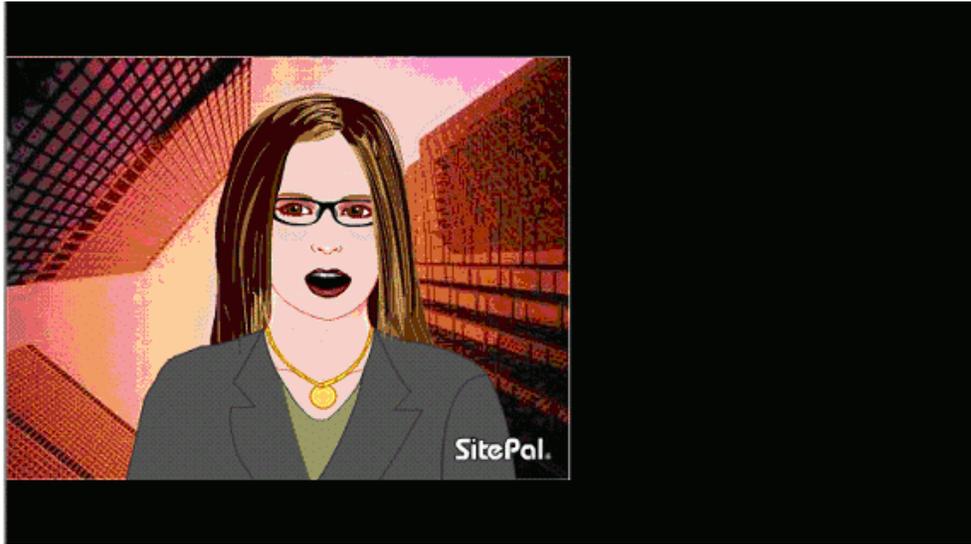
- Scene Properties:** Dimensions: width: 400 height: 300. An 'Apply' button is next to the height field. There is a checkbox for 'Optimized Playback' which is currently unchecked. Below it, text explains that this option reduces playback download by about 20kb and lists notes: '1. Only the character will be visible during playback. Background and Link data will not be utilized in playback!' and '2. Text To Speech is not supported!'.
- Background* and Loading Animation Color:** A color palette with 'Transparent' selected. A color code '000000' is shown below the palette. A note states: '*Selected color is visible as background only if a background image was not assigned to the Scene.'
- Advanced Settings:** Two checkboxes are checked: 'JavaScript API' (with a note about API function calls) and 'Extend "Follow Cursor" functionality to entire page' (with a note about cursor following and JavaScript conflicts).
- Code Generation:** Three tabs are visible: 'Full Featured', 'HTML Only' (selected), and 'In Flash'. Under 'HTML Only', there are two text boxes:
 - The first text box (circled in red) contains:

```
<script language="JavaScript" type="text/javascript" src="http://vhost.oddcast.com/vhost_embed_functions.php?ace=16289&js=1&followCursor=1"></script>
```
 - The second text box (circled in blue) contains:

```
<script language="JavaScript" type="text/javascript">AC_VHost_Embed_16289(300,400,'FFFFFF',1,1,246116,0,0,0,'50bf27ba2c21b45f7a4cf7fc1813191b',6);</script>
```
- At the bottom right, there are two buttons: 'Create Sample Page' and 'Close'.

Publish your Sitepal Character to your Website (cont.)

6. Type the URL of your website into your browser and *see your Sitepal scene in action!*



NOTE: The [VHost API \(Application Programming Interface\)](#) allows you to program SitePal characters to respond to a user's actions. Documentation is available for this and other advanced techniques and tools at www.sitepal.com/support.

NOTE: For more information and support, go to www.sitepal.com/support. There you will find the [Sitepal User's Guide](#), FAQ's, and more. You can also, contact Sitepal excellent support staff via email at support@oddcast.com. Should you have additional questions on getting started with SitePal.