

Blabberize Cheat Sheet

BEFORE YOU GET STARTED CREATING PROJECTS:

- **Equipment needed:**
 - A computer
 - A digital microphone (Optional)
- **To create an account:**
 - Go to <http://blabberize.com>.
 - Click [login/signup]
 - Under Sign Up!, complete the personal information and click **Sign Up**
- **To save digital photographs:**
 - Go to your desktop and *right-click* anywhere on the blue→ click **New**→ choose **Folder**→ name this new folder “**Photos.**”
 - Go to a digital image website to find photographs. Examples include:
 - Google Images – www.google.com/images
 - MS Office Clip Art - <http://office.microsoft.com/en-us/images/?lc=en-us>
 - US Fish & Wildlife Library - <http://www.fws.gov/digitalmedia>
 - Pictures for Learning - <http://www.pics4learning.com/>
 - Awesome Clip Art for Educators - <http://www.awesomeclipartforeducators.com/>
 - Clip Art by Categories - <http://school.discoveryeducation.com/clipart/>
 - Pic Search - <http://www.picsearch.com/>
 - *PLEASE NOTE: Even websites that claim to be “safe” and “kid-friendly” may have inappropriate images. Use with caution!*
 - When you have found an image you want to use, make sure you choose the full-sized image and not the thumbnail (you want it as large as possible) →*right-click* on the image→choose **Save Picture As**→in the “**Save-in:**” drop-down menu, choose **Desktop** and then **Photos** folder→you can rename your picture if you would like→click **Save**

- **To create a new project:**
 - Click **Make**→under “Find a Picture,” click **Browse**→in the “**Look in:**” drop-down menu, choose **Desktop** and then **Photos** folder→click on the photo you want→ click **Open**→to crop your picture, click on the pink circles and move them to desired size→click the **blue forward arrow**.
- **To make a mouth for your project:**
 - Click on the large red oval (the one with several dots on its perimeter)→center it over the mouth on your photo.
 - Click on one of the small green dots and drag it to the left corner of the mouth. Click on another and drag it to the top of the mouth. Click on another and drag it to the right corner of the mouth. Click on the last green dot and drag it to the bottom of the mouth.
 - Click on one of the lavender dots and try to center it between two of the red dots. Do the same with all of the lavender dots. NOTE: This is an art – not a science! The goal is to get the large red oval to match as precisely as possible the mouth on the photograph. Just keep playing with it until it looks right.
 - The large green dot represents how far down the “jaw” of your mouth will drop. For an exaggerated “talking” mouth, you want the large green dot farther away from the large red oval. For a more natural looking mouth, you want the large green dot closer to the red oval.
 - Click the **blue forward arrow**.
- **To record sound for your project:**
 - Plug in your digital microphone and make sure that the green light is showing→under “What kind of sound?” click the microphone icon→when the Adobe message window pops up, click **Allow**
 - When you are ready to start recording, click on the **purple circle** and begin speaking.
 - When you are ready to stop recording, click on the **purple circle**.
 - When you are satisfied with your recording, click the **blue forward arrow**.
- **To preview and save your project:**
 - To preview, click on the **black arrow in the pink box**.
 - When you are satisfied with your finished product, click **OK!**→**Save**.
 - Give your project a title, some description, some tags (e.g., “Mrs. Smith’s Animal Project,” “Virtual Wax Museum,” etc.), and decide whether or not to make it private. When you are done, click **Save**.
- **To Share Your Creations:**
 - Go to **My Stuff**→click on the creation you want to share→click on **Share It!**
 - To share your creation using a URL, highlight the URL→ right-click→ choose **Copy**→paste the URL into an email to share
 - To share your creation using a widget (aka embedding it into another website), highlight the HTML code→right-click→choose **Copy**→paste the HTML code onto your webpage