

# How to use

## *How To Read a Film*

version 1.1

**Please be sure to check the [Readfilm.com](http://Readfilm.com) website for updates and hints.**

You'll find more detailed help on the disc (just click the question mark). Meanwhile here are some quick notes to get you started.

## **Installation**

*How To Read a Film: Multimedia Edition* depends on two standard pieces of software: Adobe Reader and QuickTime. Chances are these programs are already installed on your hard disk. If you haven't already, we suggest you update to the latest versions online at [Adobe.com](http://Adobe.com) and [Apple.com](http://Apple.com). They are free.

## **Windows**

The PC Installer will ask to install Acrobat 4.05 and QuickTime 4.1. Choose "no." If you don't have Reader and QuickTime get current versions from Adobe and Apple. (If later versions of these programs exist on your hard disk they will not be overwritten.) The PC Install program will also create a directory called ReadFilm in your programs directory, add How To Read a Film to your Start menu, and place an icon for the program on your desktop.

NOTE: If you are running earlier versions of Acrobat and QuickTime, your system may prompt you to uninstall older versions before installing the later versions. The programs will run better if you do this and you'll avoid compatibility problems.

## Mac

Don't copy anything from the CD. You may want to make an alias of the MainMenu and leave it on your hard disk.

On either platform it's best to set your screen resolution to 1024 x 768 pixels, millions of colors ("24-bit color").

## Preferences

Your Adobe Reader settings may conflict with ours. There is one important change to the default settings:

You want to uncheck Open Cross-Doc Links in Same Window

You also want to make sure Allow File Open Links is checked

NOTE: You can always use Command-K (or CTRL-K) wherever you are in an Acrobat document to bring up the preferences.

It's also convenient to *uncheck* Display Splash Screen at Startup and Display Open Dialog at Startup.

Depending on the quality and resolution of your monitor, you may prefer to uncheck the setting for Smooth Text and Images. Try it both ways to see which you prefer.

## Acrobat hints

You'll find these keyboard commands useful:

Command-K (CTRL-K)	Preferences
Command-W (CTRL-W)	Closes the front window
Command-Shift-M (F7)	Menu bar
F8	Tool bar
F5	Bookmarks
Down arrow	Next page

Experiment also with the window controls at the bottom of each window. You'll find you can enlarge the image of the page and quickly move from page to page. You may prefer the page-by-page setting or continuous scroll.

On both Windows and Mac, make sure no other applications are running. This can slow you down.

There is one minor problem with newer versions of Adobe Reader: rollover buttons sometimes work only in one direction. To go backwards, click outside the frame, then click inside again. Macintosh users: make sure to open *How To Read a Film* with Adobe Reader. Do NOT use Preview. For more info see the website.

A single click on one of the active areas in the MainMenu will sometimes open the document behind the menu. Double-click to open the new document in front. Similarly, you may see a broken-movie icon with some of the QuickTimes. Just double-click; the movie isn't broken.

Adobe Reader 7 has an elaborate security system which can get in the way when you try to play multimedia. To avoid the security questions go to Preferences/Trust Manager and "Change permission for selected multimedia player to ALWAYS." Do this for both Trusted and Nontrusted documents. Double-check to make sure the changes have been recorded. Allow all the choices here. Also, make sure that QuickTime is the "selected multimedia player"! Also make sure that "Allow documents to open other files" is checked.

In Preferences/JavaScript make sure JavaScript is enabled.

## **QuickTime hints**

QuickTime is used both for movies and for slide shows and diagrams. When you see the blue border around an illustration, that means it's QuickTime. Neither the movies nor the slide shows will play until you activate them. Click to make the control bar appear on a movie or to make the buttons active on a slide show. You can control any QuickTime movie with the cursor keys. The Spacebar will start and stop a movie (as will the return key). You can step through frame-by-frame with the right arrow key. The up-down arrow keys will raise or lower the volume.

## **Zoetrope 2000 hints**

Zoetrope 2000 lets you have some fun with the graphics and movies. The controls are self-explanatory. What is not evident is that you can "roll your own" movie or still sequences. All you need to do is make a list of the ReadFilm filenames you want to

play in the order that you want them to play and save it as an ASCII text file. Separate each entry with a carriage return. You'll find a list of the filenames at [Readfilm.com](http://Readfilm.com).

This script must be placed in the ReadFilm directory. On a PC, you'll find the ReadFilm directory in your Programs directory. On a Mac, you have to create a directory called "ReadFilm" located in your hard disk's root directory (that's the main window of your hard disk).

The first line of your list should be the name of the script that you want to appear in the Zoetrope 2000 control panel.

NOTE: If you follow each Zoetrope list entry with start and end times only those parts of the clip will play. The times should be noted in seconds and separated by tabs. In other words: filename-you-want-to-play, tab, start-time-you-want in seconds, tab, end-time-you-want in seconds, return.

We've provided two simple lists for movies and still images. You can be more creative!

You'll find other sequence lists at [Readfilm.com](http://Readfilm.com).

**NOTE: Zoetrope 2000 does not work on Intel Macs because it requires Classic.**

## How To Read a Film: multimedia edition

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