Animiz Help Manual

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Wancai Infomation & Technology Co., Ltd.

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Overview

Animiz is animated video presentation software to make animated, interactive and breathtaking video presentations & Gifs for free. It has been commonly recognized as the simplest animated video presentation maker to create professional video presentations or Gifs with ease. You can easily engage, captivate and inspire your audiences in this way.

It is the perfect animated video make for businesses, educators or individuals to create stylish animated videos and Gifs on their own. No programming skills needed. Everyone can create their own awesome video presentations to express their creative imagination in a matter of minutes.
Features

General Features

- Simple drag-and-drop interface.
- No programming skills needed.
- Easily make video presentations by dragging and dropping.
- Multiple beautiful built-in online video templates and scene templates.
- A rich library of free video assets (animated roles, royalty-free vector images, diverse shapes, etc).
- Create video presentations with stunning zooming, panning and rotating effects.
- Simple but powerful multi-track timeline to edit all objects.
- Animate videos with stunning entrance, emphasis and exit animation effects.
- Publish videos online or offline or save them as Gifs.
- Free update all the time.

Scene Editing Features

- Drag and drop shapes, images, texts, roles, effects, callouts, sounds, videos, flashes, symbols, charts, formula and labels to scenes.
- 100+ diverse compelling scene templates.
- 50+ cooling scene transition effects.
- Support to directly import PowerPoint files (*pptx).
- Drag up/down the scene thumbnail to easily change scene order.
- Add pleasant background music for your video presentations.
- Add remarks for each scene.
- Customize scene ratio (16:9/4:3/custom) as you expect.
Timeline Features

- Create videos with multi-track timeline for cameras, backgrounds, subtitles, images, texts and the more.
- Attractive preset or self-defined background images and background color(s) (pure/linear/radial).
- Add zooming, panning or rotating camera effects in your video presentations.
- Easily add subtitles and recording/voiceover.
- Customize different objects’ entrance, emphasis and exit animation effects.
- Change different objects’ animation play order and speed.
- Align multiple objects at the same time.
- Easily and quickly filter different objects (Text, Image, SVG, Sound, video, shape, SWF, etc)
- Fully control the scene duration and timeline scale.

Publishing Features

Three options for you to publish your project:

- **Publish to Cloud**: Directly upload your video presentations online and share them anywhere anytime.
- **Video**: Publish your video presentations offline in different formats (*mp4/*mov/*wmv/*avi/*flv/*mkv).
- **Gif**: Save project in Gif format. You can decide whether to loop playback Gif or not.
Quick Start

Step 1: Sign Up and Sign In

Click “Register Free” to fill in the information to sign up Animiz. Then you can directly sign in this software with your registered account next time.

Step 2: Create New Project

There are 4 ways to start a new project with Animiz.

(1) **New Empty Project**: Click to start with a new empty project

(2) **Open Project**: Open existing project and continue to edit

(3) **New Project from PPT**: Import PPTX document to start a new project
(4) **Pre-designed Templates**: Click to download one of the online video templates to start your own project.
Step 3: Customize Scenes

(1) **Create new scenes**: Select one of built-in scene templates or just add a blank scene

(2) **Edit Background**: Design scene background with images or pure/gradient/linear/radial color;

(3) **Add Camera**: Add zooming/panning/rotating camera to emphasis the points;

(4) **Insert Contents**: Insert shape, image, text, role, sound, video and more objects to enrich the scenes;

(5) **Caption and Voiceover**: Add caption and voiceover in your videos to deliver your ideas more clearly.

(6) **Cooling Scene Transitions**: Choose one of stunning transition effects to make your video play smoothly and naturally.
**Step 4: Add Animation Effects**

(1) Customize objects’ entrance, emphasis and exit effects

(2) Drag and drop animation bar to change objects’ play order and speed

**Step 5: Publish Videos or Gifs**

(1) **Publish to Cloud**: Click to publish your video presentation online directly

(2) **Video**: Click to publish your video presentation offline in 6 different formats (.mp4, .mov, .wmv, .avi, .flv, .mkv).

(3) **Gif**: Save your project as Gif format.
User Interface

Start Interface

In Animiz start interface, you can not only sign up/sign in Animiz, but also create your new project in four different ways: New Empty Project; Open Project; New Project from PPT; Pre-designed Templates.

1. **Register and Sign in**: Create a new account, sign in Animiz and upgrade free account.

2. **Create New Project**: 3 ways to create a new project.

3. **Search**: Search online template and find out answers to the product problems.
4. Online Templates: Online templates are classified into different categories. Just choose and click one of the templates to start your new project.

Main Interface

After creating a new project, you can directly go to the main interface to customize and publish your animated videos or Gifs. The main interface includes 7 parts including Menu Toolbar, Scene Setting, Toolbar, Convenient Toolbar, Element Toolbar, Canvas and Timeline.
Menu Toolbar

1. File

<table>
<thead>
<tr>
<th>Command</th>
<th>Shortcut</th>
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</thead>
<tbody>
<tr>
<td>New Project</td>
<td>Ctrl+N</td>
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<tr>
<td>Open Project...</td>
<td>Ctrl+O</td>
</tr>
<tr>
<td>Close Project</td>
<td>Ctrl+W</td>
</tr>
<tr>
<td>Save Project</td>
<td>Ctrl+S</td>
</tr>
<tr>
<td>Save Project As...</td>
<td></td>
</tr>
<tr>
<td>Recent Projects</td>
<td></td>
</tr>
<tr>
<td>Publish</td>
<td></td>
</tr>
<tr>
<td>Exit</td>
<td>Alt+Q</td>
</tr>
</tbody>
</table>

(1) **New Project:** Create a new project in a new window.

(2) **Open Project:** Open exiting project in your local computer.
(3) **Close Project**: Close editing project.

(4) **Save Project**: Save the current project as the Animiz project file (*.am).

(5) **Save Project As**: Save a copy of the current project.

(6) **Recent Projects**: A list of projects that you have created or opened.

(7) **Publish**: Choose to publish your project in three formats: Online video, offline video & Gif.

(8) **Exit**: Close software

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2. **Edit**

<table>
<thead>
<tr>
<th></th>
<th>Ctrl+Shift+ENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preview</td>
<td>Play to end</td>
</tr>
<tr>
<td></td>
<td>Ctrl+I</td>
</tr>
<tr>
<td></td>
<td>Ctrl+E</td>
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<td></td>
<td>Ctrl+K</td>
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<td>Ctrl+C</td>
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<td>Ctrl+X</td>
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<td>Ctrl+V</td>
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</tbody>
</table>

(1) **Preview**: Preview the whole project.

(2) **Play to End**: Play the whole project.

(3) **Import Selected Scene**: Import scene(s) in your local computer.
(4) **Export Selected Scene**: Export scene(s) in your project.

(5) **Undo/Redo**: Undo/Redo actions

(6) **Copy/Cut/Paste**: Copy/Cut/Paste objects.

3. **Help**

<table>
<thead>
<tr>
<th>Help</th>
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</thead>
<tbody>
<tr>
<td>Upgrade</td>
</tr>
<tr>
<td>About</td>
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<tr>
<td>Video Tutorials</td>
</tr>
<tr>
<td>Check for Updates</td>
</tr>
<tr>
<td>Contact Us</td>
</tr>
</tbody>
</table>

(1) **Help**: Go to the Help Center in web browser.

(2) **About**: Check the version of this software.

(3) **Video Tutorials**: Learn from the simple tutorial to get started with Animiz.

(4) **Check for Update**: Check if there is a newer version available.

(5) **Contact Us**: Create a ticket and tell us your questions or suggestions.

**Toolbar**

1. **Home**: Close the current project and back to the starting interface.
2. **Preview**: Preview whole project.

3. **Save**: Save current project.

4. **Publish**: Publish your project in 3 formats: Publish to Cloud, Video and Gif.

### Publish Animiz

**Publish Type**

Please click the items below and choose the publishing format.

- **Publish to Cloud**
- **Video**
- **Gif**

### Convenient Toolbar

1. **Flip Horizontally/Vertically**: Flip objects horizontally or vertically.

2. **Fix Object Position**: Fix the objects’ position in the canvas.

3. **Align**: Make objects align left/right/center/top/bottom/middle.

4. **Zoom In/Out**: Zoom in/out canvas and objects.
5. Lock/Unlock Canvas: Lock/Unlock the canvas to make editing more convenient.

6. Copy/Paste: Copy/Paste objects.


8. History: Show the editing actions you have made

**Scene Editing**

1. **New Scene**: Start a new scene with a blank scene or one of the scene templates.

   (1) **Add a Blank Scene**: Click the button to add a new black scene.

   (2) **Choose a Scene Template**: Click one of the scene templates to add a new scene.
2. **Background Music**: Add background music in your project.

3. **Copy/Delete Scene**: Copy/Delete the current scene.

4. **Export Scene**: Export the current scene to your local computer.

5. **Replace Scene**: Replace the current scene with customized scene or built-in scene template.

6. **Favorite**: Favorite the current scene and save it to “My Scene Library”.

7. **Add Remark**: Add descriptions to the current scene.

8. **Add Transition**: Add different transition effects between scenes.
9. **Import (Export) Selected Scene**: Import (Export) selected scene in (to) your local computer.

10. **Move Up/Down Selected Scene**: Change the scene order.

**Element Toolbar**

1. **Add Shape**

Click the Shape button and then add shape to canvas. You can further customize shapes’ style, layer, filled color, opacity and the more.

Steps to Add Shape:
Click Shape button → Select a shape → Drag the shape to canvas or draw the shape on canvas → Customize shape settings

2. Add Image

You can not only add local/online (*.gif, *png, *.jpg, *.jpeg, *.svg) images in your project, but also customize their style, shape, effect and the more.

Steps to Add Image:

Click Image button → Select a(n) local/online image to add → Customize image settings
3. Add Text

Click Text button to add text to canvas. Then you can easily customize text settings including font, bold, italic, WordArt/texture/shadow font effect and the like.

Steps to Add Text:

Click Text button → Input text → Customize text settings
4. Add Roles /Customize roles

You are able to add different roles with different actions and expressions. Meanwhile, you can further customize unique animated roles on your own as well.

Steps to Add Roles:

Click Role button → Select a role and choose role’s action → Click to apply role → Customize role settings
5. Add Effect

Different animated effects can be added in your projects including snow, rain, sun, emoji, bubble, wind, cloud, falling leaf and the more.

Steps to Add Effect:

Click Effect button → Select and click an effect to add in canvas → Customize effect settings
6. Add Callout

Colorful callouts can help you to explain your ideas clearly.

Steps to Add Callout/Speech Bubbles:

Click Callout button → Select and click a callout to add in canvas → Customize callout settings
7. Add SVG

Whether you zoom in or zoom out the SVG image, it will never blur the image all the time.

Steps to Add SVG:

Click SVG button →Select and click an image to add in canvas → Customize SVG image settings
8. Add Sound

You are able to add local or built-in online sounds in your project. There are two types of music you can add: one is adding music in scenes; the other is adding background music for the whole video. You can clip the sound and control sound volume in the timeline.

Steps to Add Sound:

Click Sound button → Add local Sound/online → Customize sound settings in the timeline
9. Add Video

You are able to add local videos in your project.

Steps to Add Local Video:

Click Add Local Video button → Import local video → Show video on canvas → Customize video settings
10. Add SWF

Vivid SWF can help you to animate your video presentations. Both local SWFs and online SWFs can be added in your project.

Steps to Add SWF:

Click SWF button →Select a(n) local or online SWF to add →Customize SWF settings
11. Add Symbol

50+ Common symbols can be used to show your ideas in a logical manner. You can change those symbol icons’ color, opacity and the more.

Steps to Add Symbol:

Click Symbol button →Select and drag the symbol to canvas →Customize symbol settings
12. Add Actors

Animated roles can make your presentations look more interactive and vivid. There are 3 kinds of roles available: Flash Actor, PNG Actor and GIF Actor.

Step to Add Roles:

Click the Roles button → Select and click a role to add in canvas → Customize role's settings
13. Add Chart

Animiz offers different chart templates for users including bar chart, dot chart, pie chart, line chart, area chart, stacking chart, radar chart, mixed chart, nightingale rose chart and table.

Steps to Add Chart:

Click Chart button → Choose chart type → Click Edit Chart to edit the data → Customize chart settings
14. Add Formula

Formula Editor makes it simple for everyone to add mathematic formula in their video presentation.

Steps to Add Formula:

Click Formula button → choose the formula type and edit the data → customize the formula settings.
15. Add Label

There are four different label effects can be used to hide or highlight part of your video content including blur effect, mosaic effect, spotlight effect and highlighter effect.

Steps to Add Label Effect:

Click Label button → Click to add label in canvas → customize the label settings.
16. Manage My Library

You are able to add any objects in My Library for next editing. They are classified into different categories (Image, GIF, SWF, Sound…). Meanwhile, importing, outputting and clearing objects are also at your disposal.
Canvas

1. **Lock/Unlock Canvas**: Enable/Disable the canvas to move.

2. **Rotate Canvas**: Adjust the circle radius or input the number to rotate canvas.

3. **Scene Ratio**: 16:9; 4:3; Self-defined scene ratio;
Timeline

1. **Camera**: Add different cameras to create videos with amazing zooming, panning and rotating effect.

2. **Background**: Customize scene background with image or pure/gradient/linear/radial color background.

3. **Subtitle**: Make your video presentations clearer with informative subtitles. You can directly input or output subtitles as you wish.
4. **Record**: Animiz enables you to record sounds and directly add your recording in video presentations.

5. **Preview**: Preview the whole project.

6. **Play the Current Scene**: Play and preview the current scene.

7. **Play the Current Scene from Start**: Play and preview the current scene from start.

8. **Scene Duration**: The default scene duration is 10s. You can decrease or increase the scene duration as you wish.

9. **Timeline Scale**: Scaling the timeline will make editing more convenient.

10. **Put the Object in the Center of Canvas**: Select object and click the button to put selected object in the center of canvas.
11. **Filter**: Help search and find the elements that you add to canvas quickly.

12. **Align Entrance Effects**: Select related objects in the timeline and then click the button to align selected objects’ entrance effects.

13. **Align Exit Effects**: Select related objects in the timeline and then click the button to align selected objects’ exit effects.

14. **Align Animation duration (longest/shortest)**: Align selected objects based on the animation duration.

15. **Adjust Animation Effects Overall**: Insert scene duration before or behind all animation effects.

16. **Enter in Sequence**: Make the selected objects entrance effects enter in sequence.

17. **Exit in Sequence**: Make the selected objects exit effects exit in sequence.

18. **Add Folder**: Add a folder and put the elements into folder for managing conveniently.

19. **Send backward/Bring forward**: Change layer of elements can them show in the way you like.

20. **Show/hide the selected elements in canvas**: Click to show or hide the elements easily.
Publishing Interface

Publish Animiz

Publish Type

Please click the items below and choose the publishing format.

1. Publish to Cloud
2. Video
3. GIF

Publish to Cloud

Click to publish your video presentations online directly and share them anywhere anytime.
Publish to Cloud

Publish to our cloud service and make your video presentation available anywhere anytime.

Title of Video/Project

Category: Please select your category

☐ Override the existing video presentation on the cloud

Public  ☑  Agree our terms of service

Click to change the cover (allowed types: jpg/png, suggested size: 400x224)

<table>
<thead>
<tr>
<th>Video Info</th>
<th>Video Properties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keywords</td>
<td>video maker</td>
</tr>
<tr>
<td>Description</td>
<td>Write simple descriptions for your video, which will help readers to understand more.</td>
</tr>
</tbody>
</table>
Video

Click to publish your video presentation offline in 6 different formats (.mp4, .mov, .wmv, .avi, .flv, .mkv).
Gif

Save your project as Gif format.

Publish Animiz

Publish as Gif file
You can customize the Gif's size, frame rate, alpha channel, loop playback settings in the Advanced Options.

Save to file C:\Users\Administrator\Desktop\New-Project.gif

Duration: 00:00:20

Advanced Options

<table>
<thead>
<tr>
<th>Size</th>
<th>Frame Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>144P</td>
<td>15 fps</td>
</tr>
<tr>
<td>180P (VIP)</td>
<td></td>
</tr>
<tr>
<td>270P (VIP)</td>
<td></td>
</tr>
<tr>
<td>Custom (VIP)</td>
<td></td>
</tr>
</tbody>
</table>

Alpha Channel Loop Playback

Back Publish