Memories Builder DVD 2.1 Tutorial

For use with Memories Builder DVD Version 2.1

Item #: DV7200

Welcome to Memories Builder DVD Version 2.1. This tutorial will guide you through the basic steps of creating a DVD presentation using Memories Builder DVD.

> **NOTE:** Before beginning this tutorial, copy the *Tutorial* folder from the Resource Disc to your desktop (recommended) or another location that you can access and remember.

Following the steps in this tutorial will help you get acquainted with the DVD-Video format and the Memories Builder program at the same time. Once you have completed this tutorial, you should have the knowledge that you need to build a great project.

Before Beginning

While most people are familiar with DVD videos, not many have tried to create one. This short section will help you understand the DVD-Video format from an authoring perspective. A DVD is made of three types of content: Menus, Videos, and Slideshows.

Menus (see top image at right)
DVD menus form the structure of your presentation and provide navigation for users. The Title Menu (top level menu) is the first thing that viewers will see when viewing the DVD multimedia supplement. From this menu, viewers click on a DVD menu button to launch a video, slideshow, or submenu. A menu button can be a graphic, a still frame, or a motion preview of a video file or slideshow.

Videos (middle image)
Videos are high-quality, digital movies that, most likely, will make up the largest portion of your DVD.

Slideshows (bottom image)
A slideshow is what you would expect - a sequence of timed still images. With Memories Builder you can customize slideshows in a number of ways, including adding a background image, adding background music, setting the time interval between slides, and placing images, custom shapes, and text on the slides.
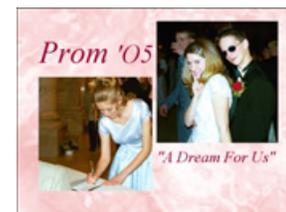
What You Will Learn

By the time you complete this tutorial, you will know how to:

Create a New Project   Add a Video

Plan the Project   Add a Slideshow

Rename a DVD Menu   Customize a DVD Menu

Create a New DVD Menu

The Memories Builder DVD Program
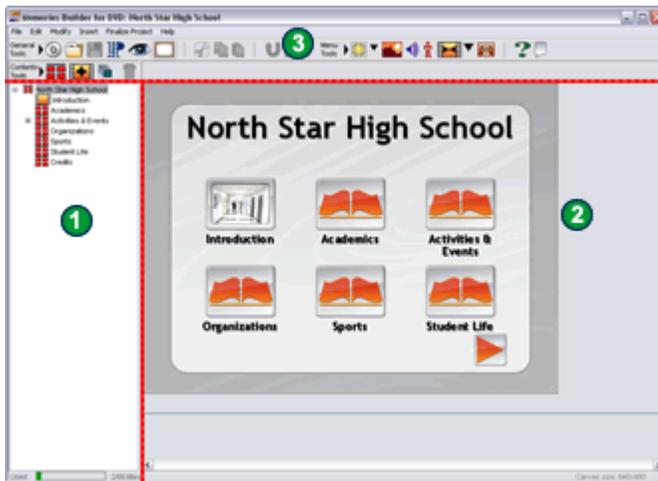
❶ Contents Window – Shows the structure of the project

❷ Project Workspace – Displays the menus and objects. This is where users will select and edit slideshow objects and menu names. The gray area around the outside shows parts of the presentation that may not be visible when viewing the DVD on a TV.

❸ Program Menus and Toolbars – Contain Memories Builder DVD's functions. The toolbars have icons for the most common functions.

Creating a New Project

1. Open Memories Builder DVD. It will display the *Where would you like to save your new project* box. If not, choose New Project from the File menu.

2. We will now choose the folder in which you will save the tutorial project.
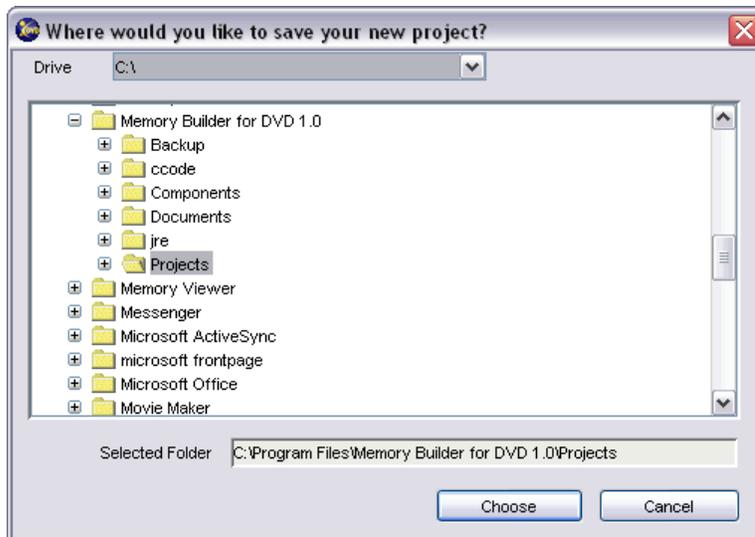
3. By default, Memories Builder will save your project in the *Memories Builder DVD Version 2.1* program folder in a folder named *DVDProj*. We recommend that you use this folder unless your computer systems administrator instructs you to save to another

location. To choose a different folder for your project, click on a folder name. You can select a different hard drive (or network drive) by clicking on the **Drive** drop-down menu. Expand folders by clicking on the plus and minus symbols next to them (right and down arrow symbols on the Mac).

4. When you have made your selection, click on the **Choose** button. The project name prompt appears.

5. Now we will choose a name for the project. Type *Tutorial* in the box and click **OK**.
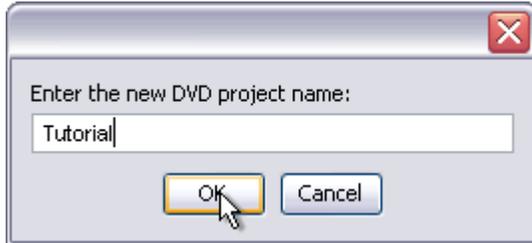
Planning the Project

Memories Builder next prompts you to plan the project. The planning process includes:

-   Project quality setting (sets the balance between amount of content and video quality)
-   Create project structure (menus)
-   Assign menus and deadlines, estimate contents
-   Project plan summary (with option to print)

Because this tutorial focuses on the basic program functions, we will move through the planning section quickly.

1. Click on the **Plan** button.
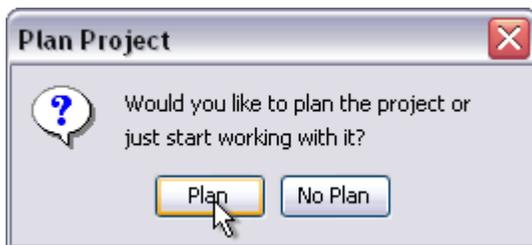
2. At the *Project Quality* prompt, click **1 Hour**. This settings gives us higher video quality but limits the amount of content we can include to one hour.

3. The next dialog box is for setting up your menu structure. Click on the **Select All** button to add all of the pre-entered menus to the Tutorial project. Click **Next**.

4. The next few dialogs present the detailed options for planning your project. Glance at each one to familiarize yourself with its options. Click **Next** in the *Project Deadline* dialog.
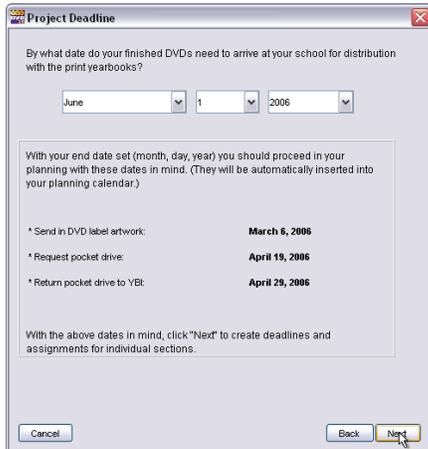
5. Click **Finish** in the *Plan Project* dialog, the screen for entering specific deadlines for menus and indicating who will be providing the content.
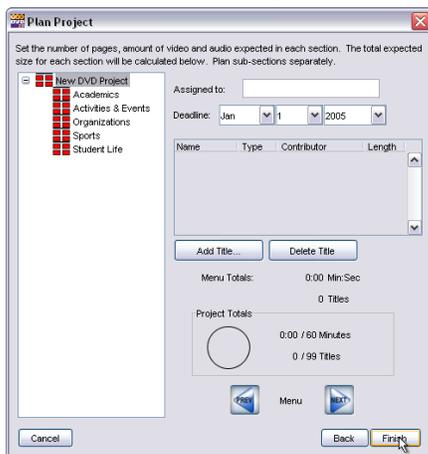
6. After you click **Finish** in the *Planning Summary* dialog, Memories Builder will create your project.

Renaming a DVD Menu

You can change a menu's name at any time. In this case, we will change the name of the title menu.

1. Locate the Contents window on the left side of the program and double-click on *Title Menu*.

2. A box appears, prompting you to type in a new name.
3. Type in *North Star High School* and click **OK**.
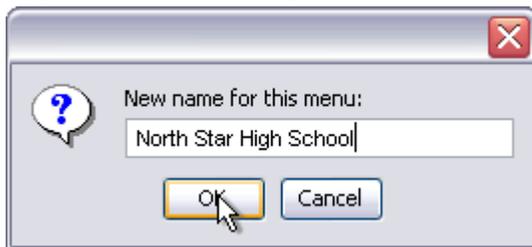
Creating a New DVD Menu

We will now create a new menu. The DVD-Video format allows you to add up to 99 titles. A *title* is a menu, video, or slideshow.

1. Click on the **New Menu** icon from the Contents Tools.

2. A box appears, prompting you to name the menu.
3. Type *Graduation* in the name box and click **OK**.
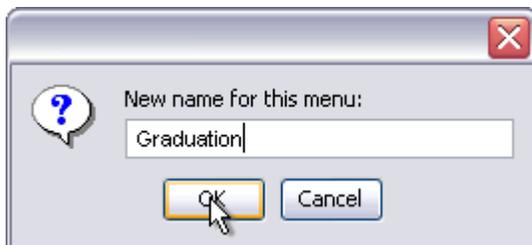
4. Memories Builder will now create the menu as a submenu of the selected menu. In this case, the new menu will be created as the last submenu of the title menu (*North Star High School*). It will appear in the Contents window as the last item in the menu.

5. Practice creating a submenu by selecting the Sports menu in the Contents window and then clicking on the **Add Menu** icon. Name the submenu *Basketball* and click **OK**. Notice how Memories Builder creates the new submenu inside the *Sports* menu.

Adding a Video

Now we'll add a movie to the DVD project and move it so that it becomes the third item in the North Star High School menu.

1. Click once on the **North Star High School** menu in the Contents window to select it. Memories Builder will place videos and slideshows inside the menu item that is selected in the Contents window.

2. Click on the **New Video** icon from the Contents Tools.

3. The *File Preview* window appears. Click on the **Desktop** icon in the middle (on the Mac, click on the **From** drop-down menu and choose *Desktop*). Double-click on the *Tutorial* folder to open it, click on *Pie Eating.mov*, and click **Open**.
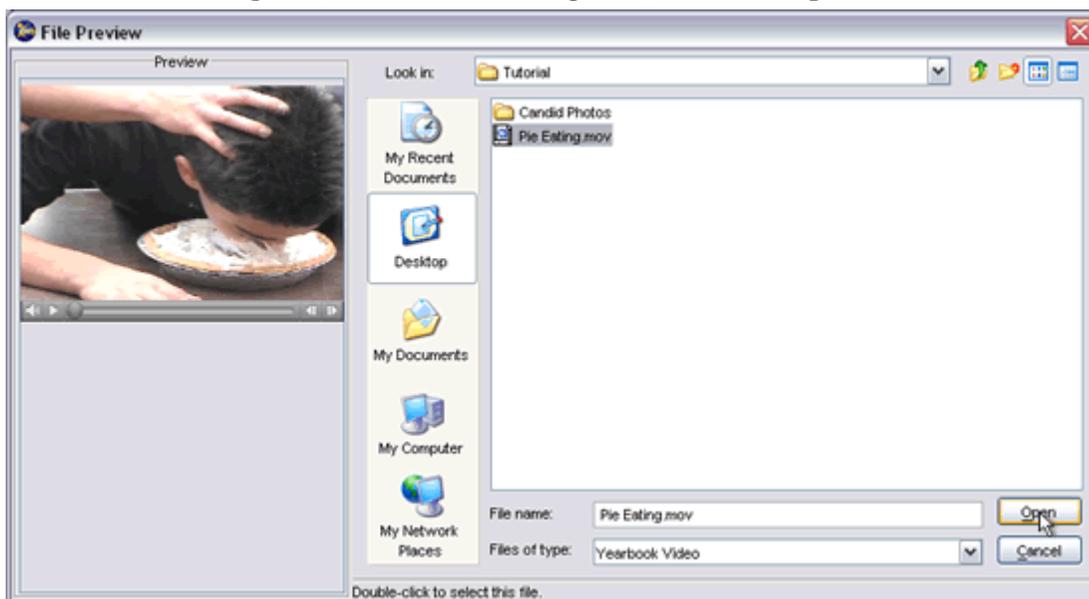
4. Memories Builder will begin copying the video file to your presentation.
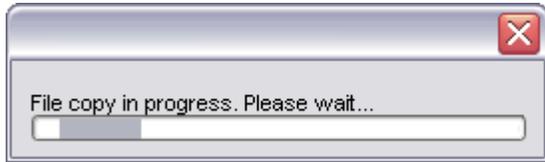
5. When it is done, the video appears as the last item in the *North Star High School* menu.

   Notice that the menu button that links to the video appears by itself on a new menu screen. This is because a menu screen will only display six menu items at a time. Since this video file is the 7th menu item in the title menu, it starts a new menu page. Double-clicking on the left-pointing arrow icon at the bottom right of the menu takes you back to the first menu screen.
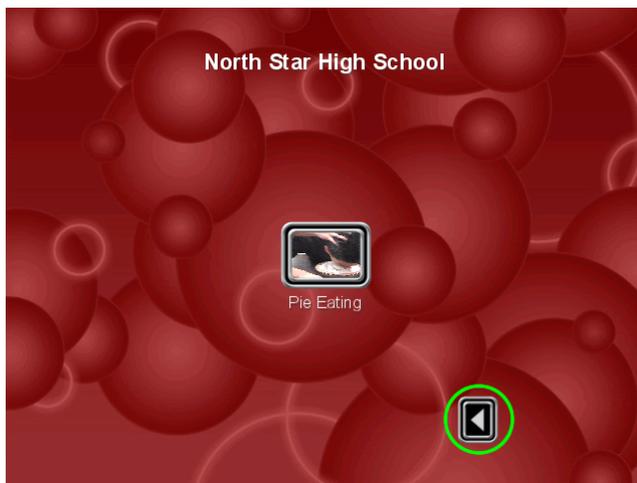
6. Next, we will move the video so that it shows up as the third menu item. Locate *Pie Eating* in the Contents window. Click on the name of the video and hold down the mouse button. Begin dragging the mouse up. A light gray line will show where the menu item is moving.
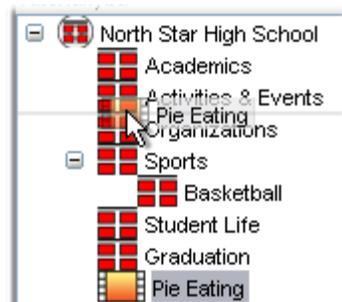
7. When the line indicates that the video is in between the *Activities & Events* and *Organizations* menu items, release the mouse button. Click on *North Star High School* in the Contents window. Notice that the video now appears as the third menu item on the menu screen.

You can rearrange any menu item at any time. For example, if you would like the *Student Life* menu to appear before the *Sports* menu, just click and hold on *Student Life* in the Contents window and drag it to its new location.

Adding a Slideshow

In this next section, we'll use a folder of images to build a slideshow presentation.

1. Click on *Student Life* in the Contents window to select it.

2. Click on the **New Slideshow** icon from the Contents Tools.

3. A box appears, prompting you to name the slideshow.

4. Type in *Candid Photos* for the name and click **OK**.
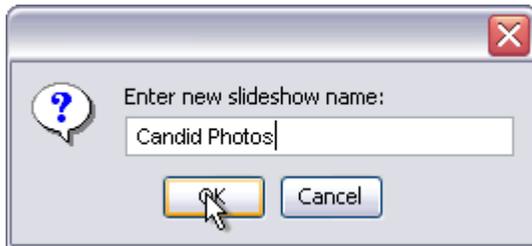
5. To begin building the slideshow, click on *Candid Photos* in the Contents window or double-click on the *Candid Photos* menu button in the workspace.

6. For this tutorial, we will build our slideshow using Auto Slide Builder, a tool which places images you select on slides. As you build your own slideshows, you also may place images individually by choosing Add Image from the Insert menu. To begin using Auto Slide Builder, click on the **Auto Slide Builder** icon.

7. The *Auto Slide Builder* dialog appears. Click on the **Add** button.
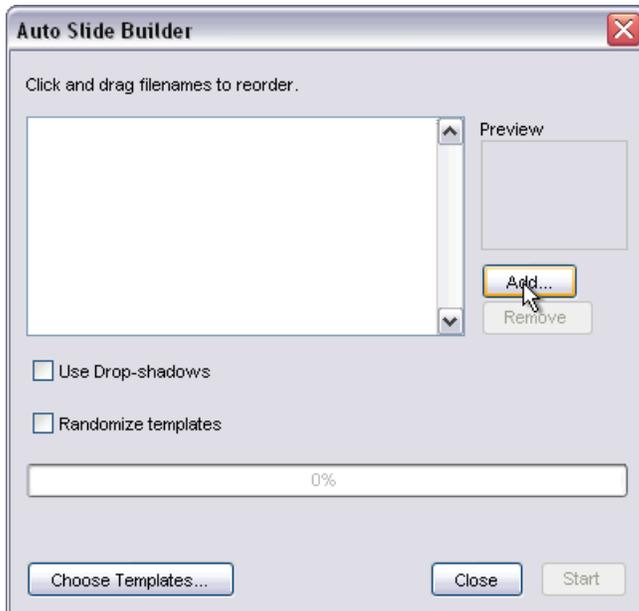
8. In the select folder dialog, click on the *Look in* drop-down menu and select the desktop (on a Mac, click on the drop-down menu near the top of the browse dialog, choose your username, and then double-click the Desktop). Double-click the *Tutorial* folder. Click on the *Candid Photos* folder. Click on the **Open** or **Choose** button.
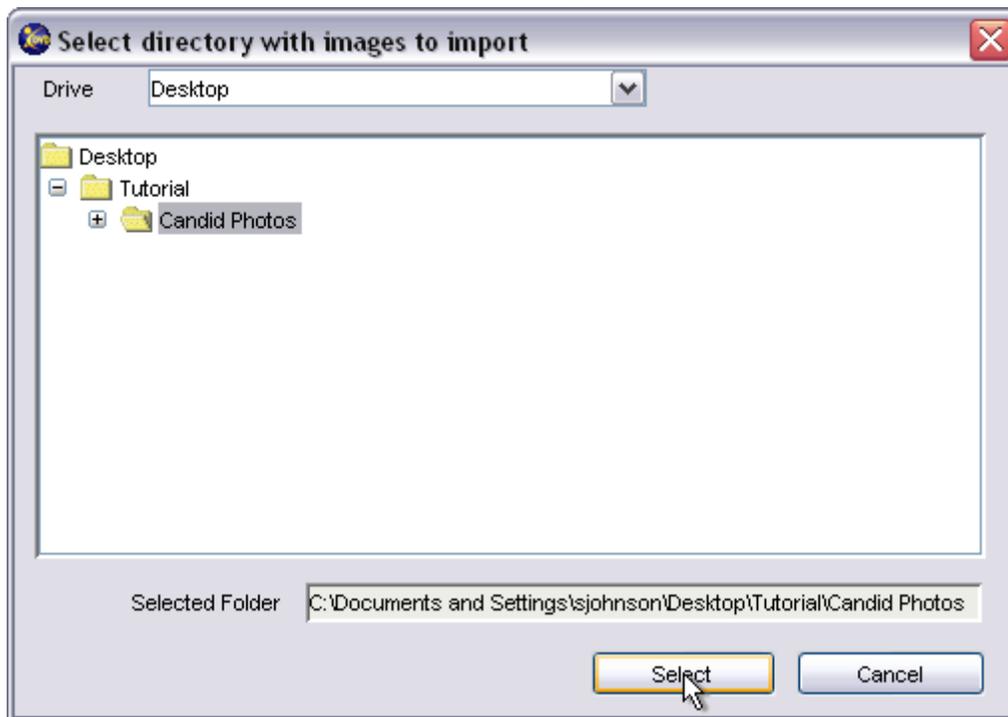
9. Memories Builder will take you back to the *Auto Page Builder* dialog. Next, click on the **Choose Templates** button. The *Template Selector* dialog appears.
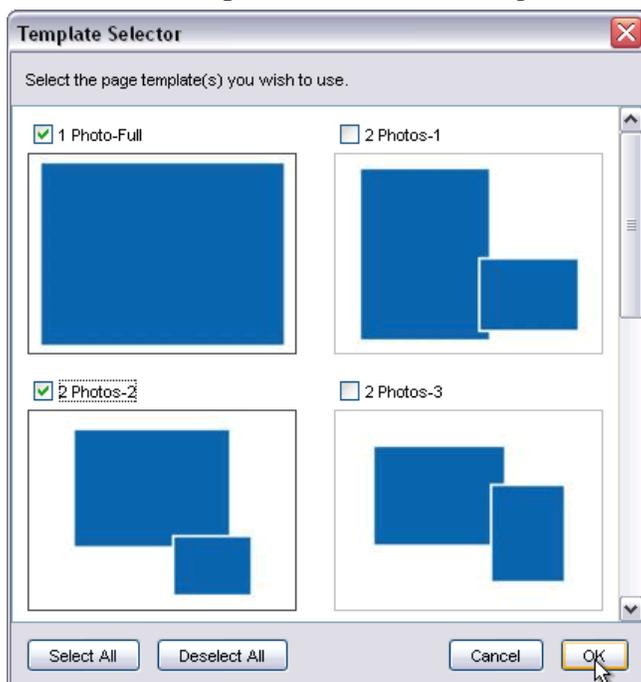
10. In this dialog we'll choose the layouts for the slides that Auto Slide Builder will create. Uncheck all of the boxes except the ones next to *1 Photo-Full* and *2 Photos-2* (be sure to scroll down to the templates that aren't visible). Click **OK**.

11. This will return you to the *Auto Slide Builder* dialog. We're now ready to start the Auto Slide Builder. Click on the **Start** button to begin.
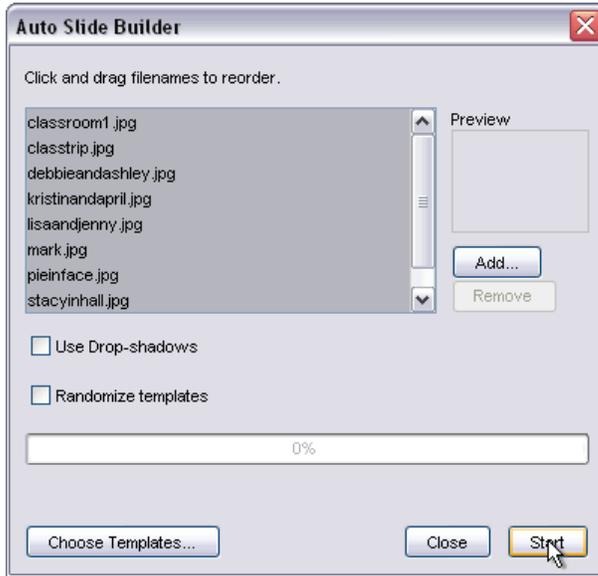
12. When the progress bar reaches 100%, *Done* appears just below the bar. Click on **Close**.

13. A series of slide thumbnails will appear at the bottom of the workspace with the slides that Auto Slide Builder created.

14. At this point, we'll customize the slideshow. Click on the **Slideshow Settings** icon from the Slide Tools.

15. The *Slideshow Properties* dialog allows you to customize the slideshow in a number of ways.
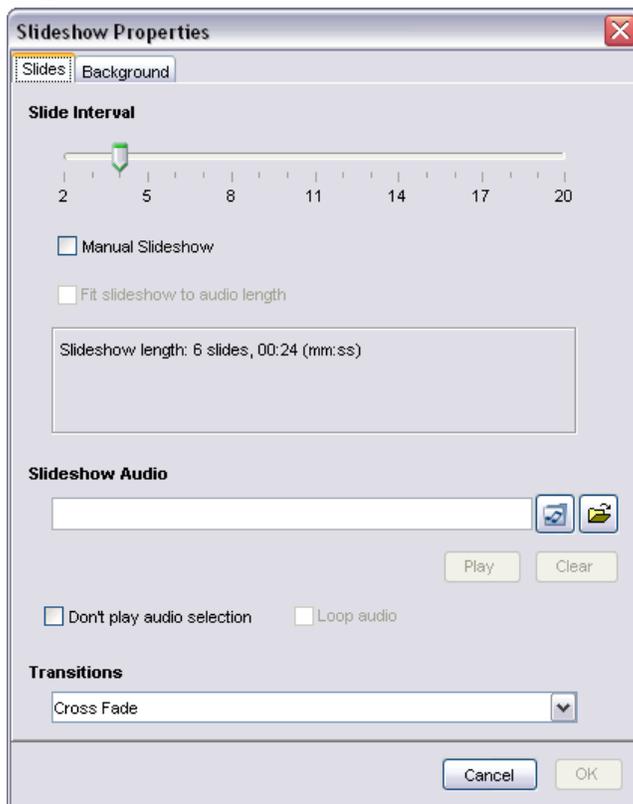
16. Drag the **Slide Interval** slider over one mark to the left. This will shorten amount of time each slide displays to 3 seconds.
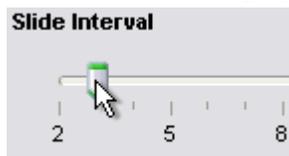
17. Click on the **Background** tab.
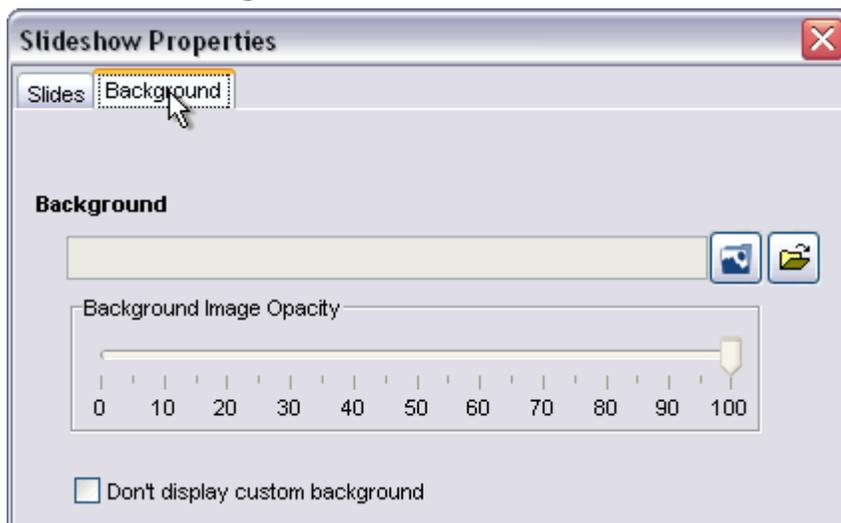
18. Click on the **Memories Builder Background Library** icon.

19. In the *File Preview* window, double-click the *Rings* folder. Click on *Blue_Rings.jpg* and click **Open**.
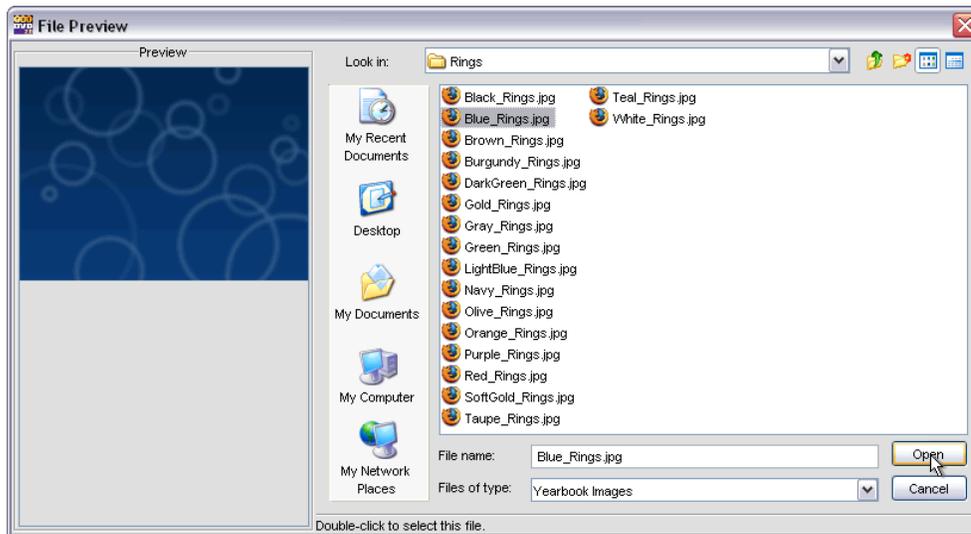
20. You will be returned to the *Slideshow Properties* dialog.

21. For more information on slideshow properties, see the Slideshows section of the User's Guide.

22. Click on the **OK** button to close the *Slideshow Properties* dialog. Memories Builder will update the slideshow with the new background and slide interval.

23. Next, we'll place a title on the first slide. In order to do that, we'll need to create some room. Click on the image on the first slide to select it.

24. Click on the middle of the image and drag it near the top of the slide, holding the mouse button down. The mouse cursor changes to a move icon and a light gray outline will show where the image is moving. When you release the mouse button, Memories Builder will move the image.
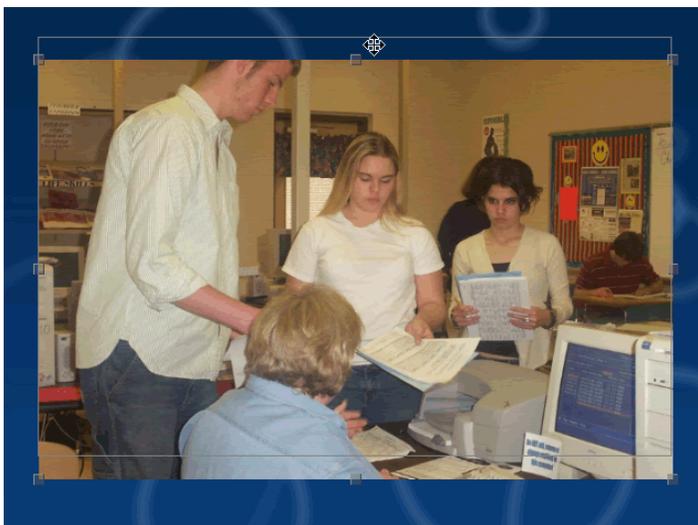
25. Click on the **Modify** menu and move your mouse to the **Align** item. A new submenu appears. Click on **Center Horizontal on Slide**. This will place the image in the middle of the slide.

26. Now, click on the **Text** icon from the Slide Tools.

27. The mouse cursor becomes a crosshair. Click and hold just below the image and drag open a wide area, extending almost to the bottom of the slide.

28. When you release the mouse button, the text box will appear with a cursor blinking in it. From the Text Tools above the workspace, choose *Times New Roman*, *28* size, *Bold*, *Center,* and *White*.

29. Click in the text box and type in *Candid Photos*. The first slide is now finished.
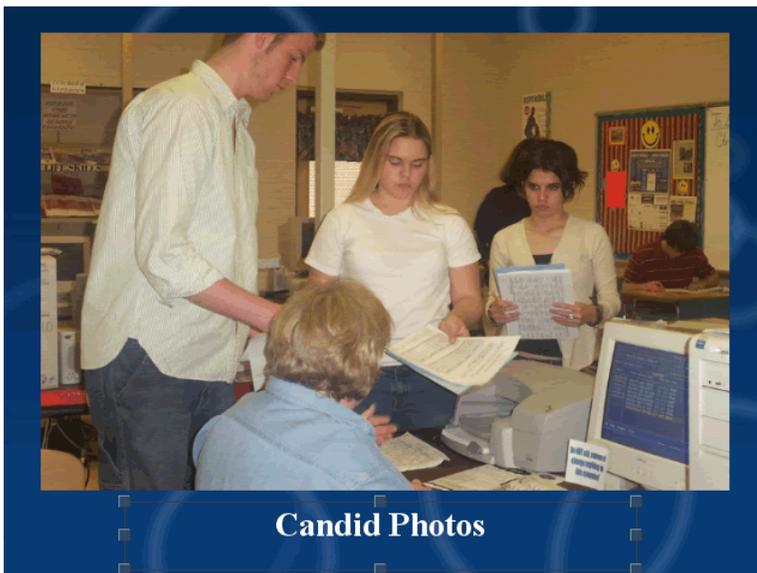
Important Note: When using Auto Slide Builder, check every slide. Because of the automated nature of Auto Slide Builder, the best way to optimize slides is by viewing all of the slides, and moving or cropping the images.

For more information about using Auto Slide Builder, including how to select individual images, see the User's Guide.

Customizing a DVD Menu

Now we'll focus on changing the appearance of the menus. There are a number of things we can customize.

Menu Style

The first thing we will change is the menu style. The menu style affects a number of things, including the default menu title font, button font, and background image. It also changes the menu button appearance. Changing a menu's style will change the menu style for all of its submenus that have not been customized.

1. The Menu Tools, which are visible when a menu is selected, give us access to the functions for customizing menus. Click on *North Star High School* in the Contents window to display the Menu Tools in the upper right area of the icon bar.

2. Click on the first icon from the Menu Tools, the **Menu Style** icon.

3. From the drop-down list that appears, move your mouse over the *Hollow* style. Three choices will appear to the right of the arrow. Click on *White Hollow*.
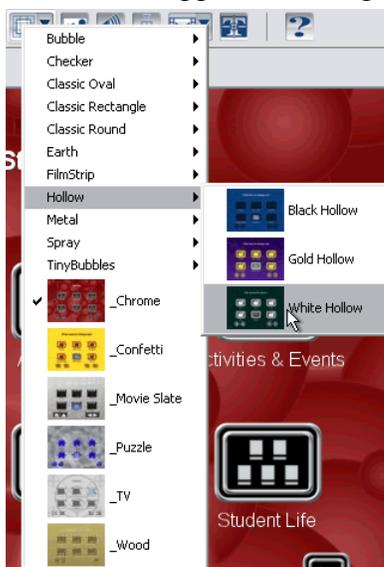
4. Memories Builder will update all of your project's menus with the new style (since none of the project's submenus are customized).

Menu Fonts

Next we will change the appearance of the menu title.

1. Ensure that *North Star High School* is selected in the Contents window in order to display the Menu Tools in the toolbar icon.

2. From the Menu Tools, click on the **Menu Title/Button Font** icon.

3. The *Font* dialog appears.
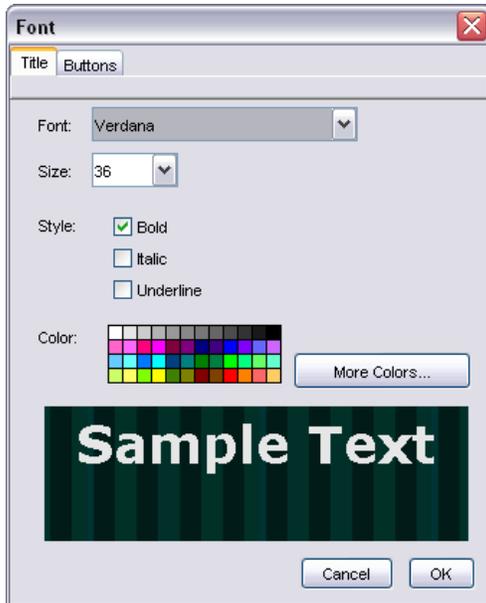
4. Click on the **Font** drop-down menu and choose *Verdana*.
5. Click on the **Size** drop-down and choose *36*.
6. Ensure that the **Bold** box is checked.
7. In the **Color** section, click on the second color box to the left in the top row to choose a very light gray color for the text.
8. The lower preview box will show an example of what the text will look like.
9. Click on the **Buttons** tab to change the appearance of the menu button text.
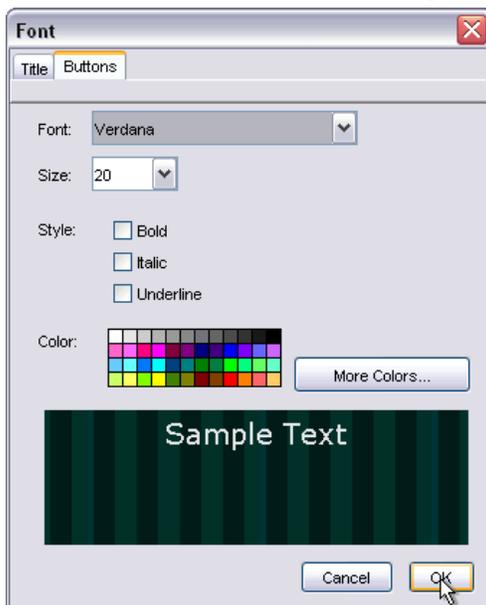
10. Choose *Verdana*, *20* size, regular style (none of the boxes checked), and the same light gray color as the title font.

11. Click on **OK**. Memories Builder will update the menu's font style and all of its submenus that haven't been customized.

Change the background image

You may also customize the menu's background image.

1. Click on the **Menu Background** icon.

2. The *Menu Background Properties* dialog appears.
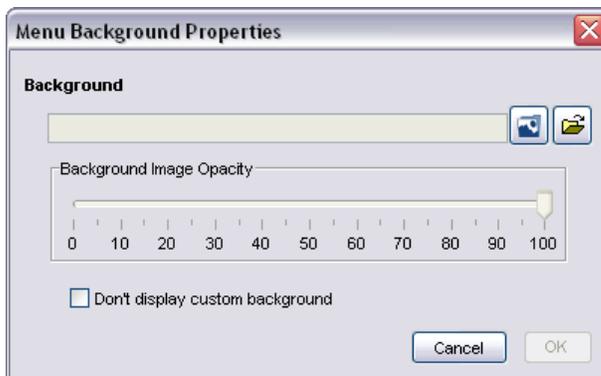
3. Click on the **Memories Builder Backgrounds Library** icon next to the **Background** field. *Note:* The yellow folder icon is for browsing to your own custom files.

4. In the browse dialog that appears, double-click on the *Treeline* folder.
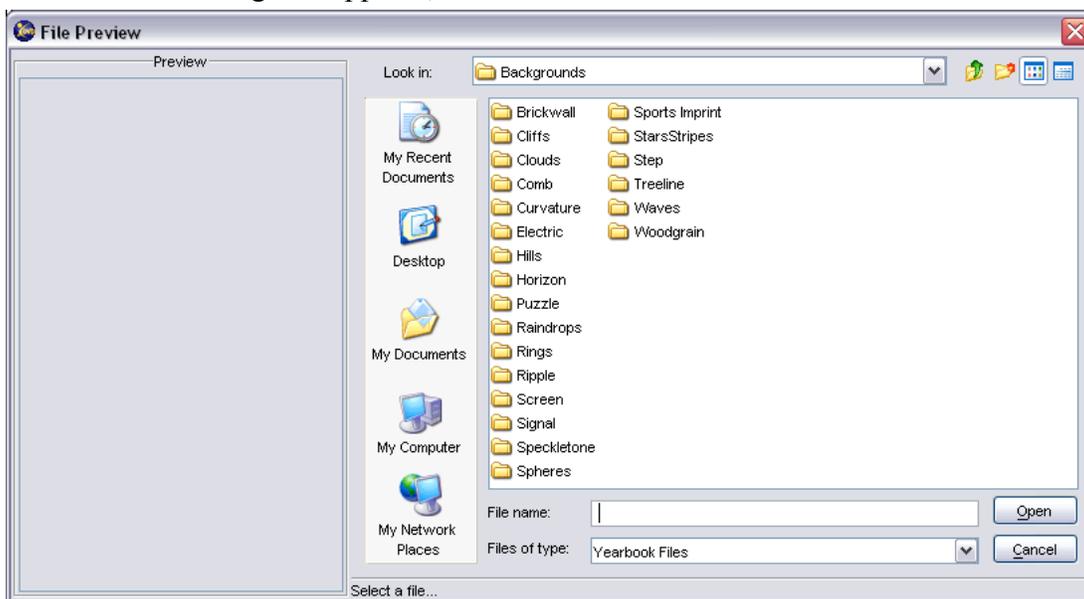
5. Click on *Blue_Treeline.jpg*. Click **Open**.
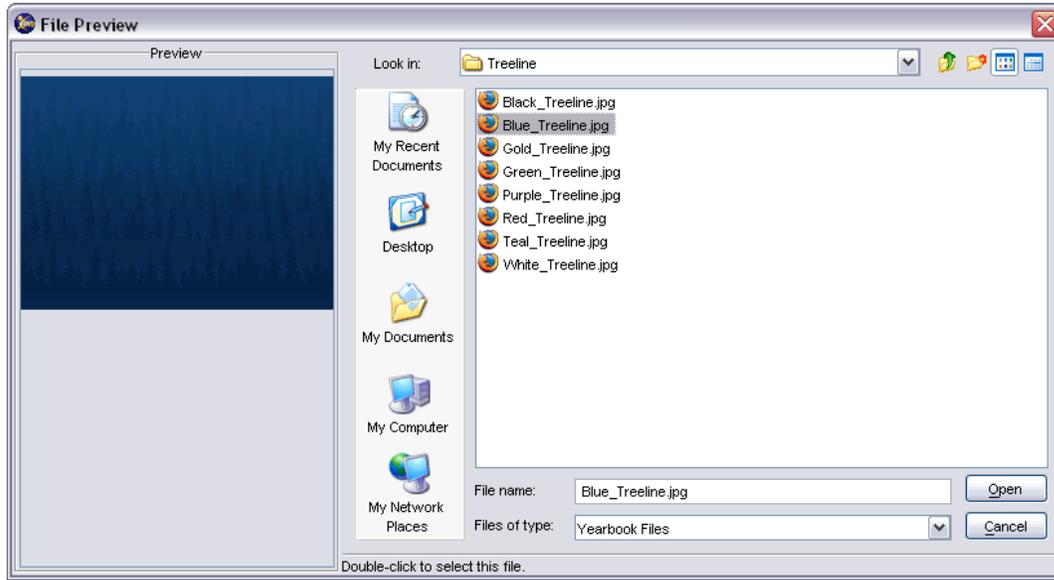
6. Click **OK** to close the *Menu Background Properties* dialog.

7. Memories Builder replaces the menu background with the new background image. This change only affects the current menu. Once you have selected a custom background for a menu, it will not change, even if you change the menu style. You may disable it by checking the *Don't display custom background* box in *Menu Background Properties*.

8. As an additional option, you can use a movie as the background for a menu. A short segment of the movie will play in the background of the menu until a user selects a menu choice. To choose a background video instead of an image, see *To create a motion (video) background* in the DVD Menus section of the User's Guide.

Background Music

Finally, we'll add some music to the menu. The music will play in the background until the person viewing the DVD makes a menu selection.

1. Click on the **Menu Background Music** icon.

2. The *Menu Audio Properties* dialog appears.

3. Click on the **Memories Builder Music Library** icon. *Note:* The other folder icon allows you to browse to custom audio files.

4. A browse window opens to the *Memories Builder Music* folder. Double-click the *Special Moods and Events* folder.

5. Click on the *Paparazzi-short-60sec.mp3* file. A preview bar appears in the upper left side of the browse window. Click on the play button to hear the file.
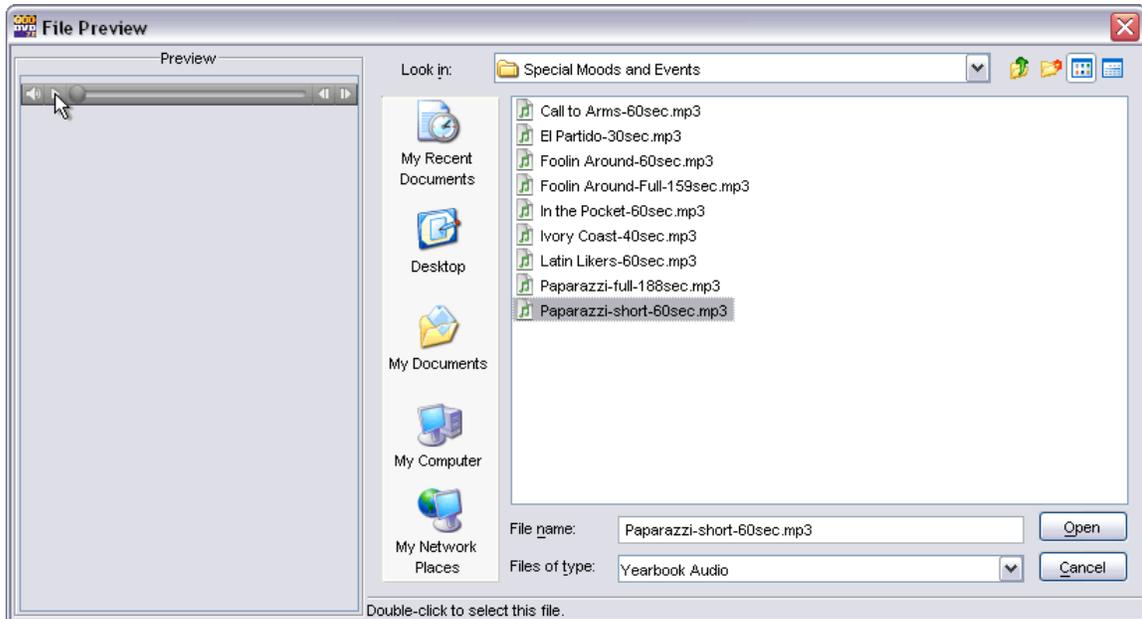
6. When you have finished previewing the file, click on the **Open** button. You will be back at the *Menu Audio Properties* dialog with the new file in the **Menu Audio** field.

7. Click **OK** to add the music file to the menu.

Finally, save your project often. Choose **Save** from the **File** menu or click on the **Save** icon.

This concludes the tutorial. To see what the project looks like, click on the **Preview** icon.