Innehåll

LAB 1- How to get started

In lab 1 the focus and what you need to learn is:

- How to download viewer
- How to move in the model
- The functions in the bottom bar

How to download viewer

If you haven't already Download Singularity viewer using the following links

Singularity Viewer is recommended. (32 bit for Windows)-
http://www.singularityviewer.org/downloads

Use your personal log in credentials that's been sent to you by email from mailman@encitra.com
Copy this link **http://encitragrid.com:8002/** and paste in the Grid box.

Exemplified:

Name or user name	Password	Grid Start	Location
Anna Annasdotter	GHuR3XUI	http://encitragrid.com:8002/	My Home/My last location

Click Log in.

The next time you log in check that Encitra Home Grid is already given in the Grid Box. If you check the boxes to save user and password only LOG IN is needed to be clicked.

You will end up in a place called Mall 11 the place where all training will take place. If youre having problems seeing- check the settings for draw distance under the arrow to the very right.

If you´re still having problems please contact us at uidc@4dialog.com

Figure 1 Mall 11- sandbox for training

How to move in the model

There is two basic ways to navigate in the model. One is with the avatar (first person) and the other is Camera mode. We recommend using a mouse with buttons and scrolling wheel.

Let´s start with moving your avatar, the ***avatar mode***.
Use PgUp to fly up, Pg Dn to get down and arrows to move in different directions.

You may adjust the distance of the camera to your avatar by scrolling forward on the mouse wheel-
If you press M you´ll end up in mouse-look view and can control eye movement with your mouse.

A faster way wich also gives better overview is ***camera mode.***
Simply hold down the ALT-key and you´ll get a symbol with a plus sign. Click on an object in the model, either ground or building and move the mouse to move the camera.

To pan around hold down ALT and CTRL at the same time and you'll get this symbol
Hold down the left mouse button and move the mouse.

An additional useful function is Camera Controls- a window where you may click the arrows to move the camera. This window is found under the top menu →View and choose Camera Controls.
Use ESC to leave camera mode and get back to you avatar.

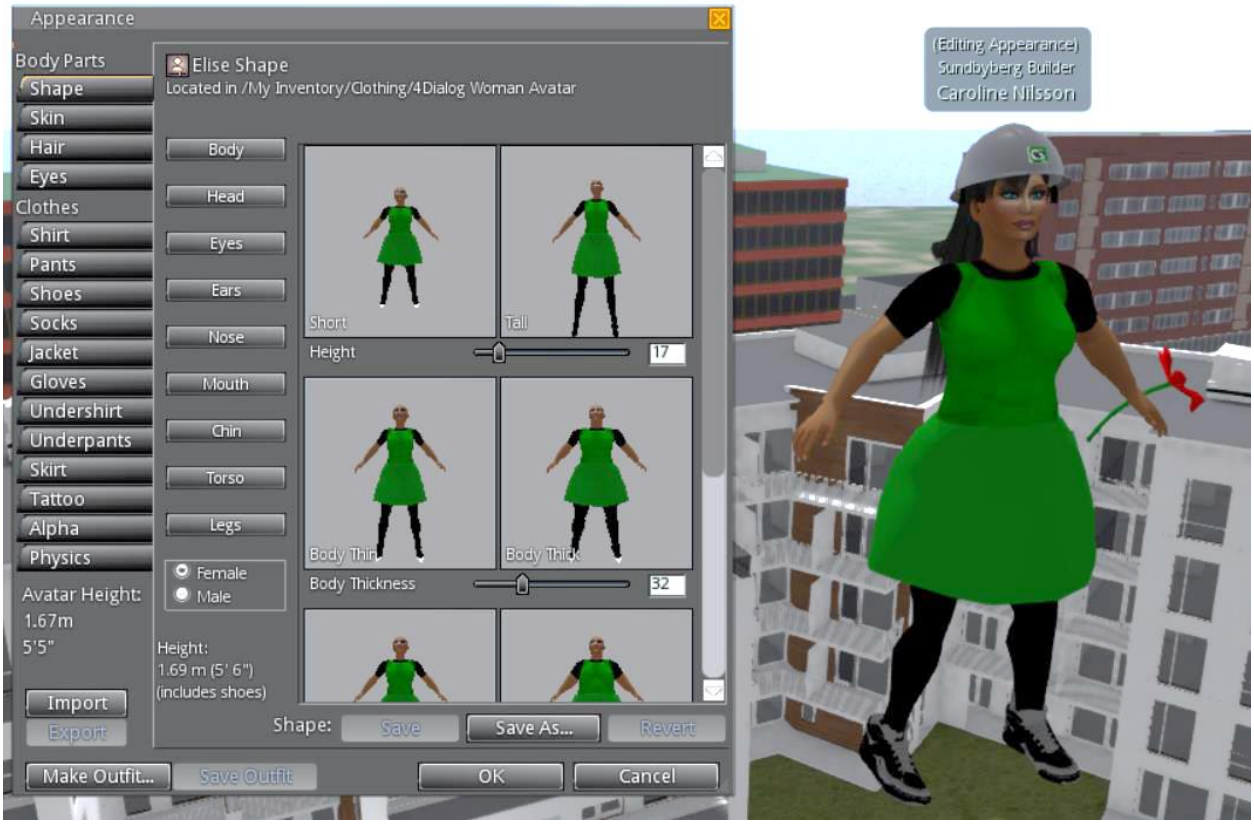
Training tutorial found on Youtube:

BASICS: Looking around with camera controls

https://www.youtube.com/watch?v=1gDD13njjCE

Personalize your avatar -change appearance

Feel free to change the appearance of your avatar. Just right click on your avatar, choose appearance and try it out.



Practice what´s been preached-how to move in the model

1. Log in and make sure you land on a blue circle next to a small building

2. Fly up until you see a built environment, blue with clouds and green grass.
3. Fly forward and land on the green grassy surface that is set to physical..

4. Walk forward and hold down ALT-key to get camera mode. Click the red circle and zoom out and have a look. Do you see the gap in the grass?

5. Go back to avatar mode, walk forward and fly down through the gap.

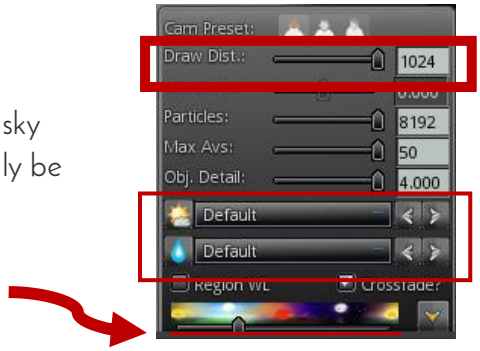
Bottom bar

Lets go through the bottom bar in Open sim- starting from the right

The small arrow to the very right

To make sure you´re seeing the whole model - click the arrow to the very right on the bottom menu

Adjust DRAW DISTANCE in the bar. Set it to 1024.
You may also SET SUN in the bottom bar and change settings for the sky and water in the drop down bars above. The settings you choose will only be visible to you, in your personal account.



Inventory, mini map and map

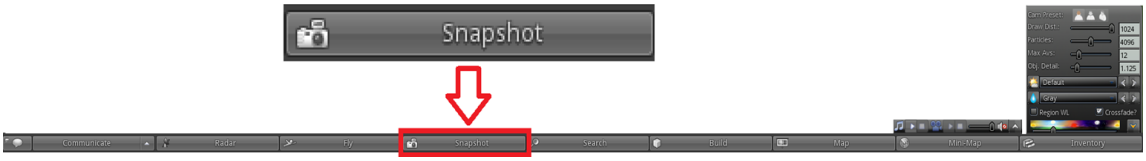
Inventory is a big library of already modelled low Poly items that you may use freely in the model. You can find all sorts of street details, flowers, benches, dogs, light posts and more.
There is a beginners start kit with low poly windows, vehicles, trees, static people and bushes in mall 11- your start location. How inventory is used and where you may find more by teleporting to a number of malls is explained better in lab 4.

Build

The magical build button is the probably the most important one of them all. This is where you first click to see the Build palette. All of this is better explained in Lab 2.

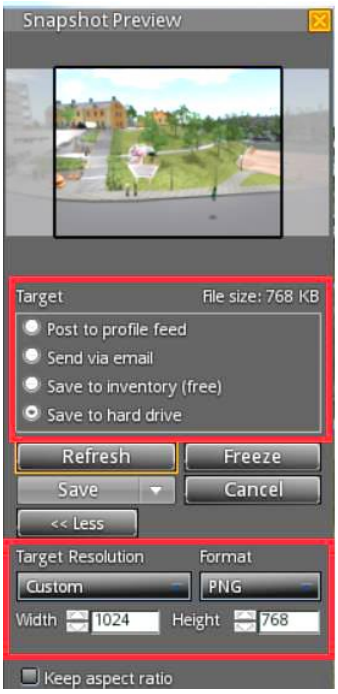
Snapshots from the model

Click Snapshot at the bottom menu and adjust the screen to match the preferred picture.



Refresh for new snapshot and CHOOSE SIZE and FORMAT under target resolution.
You will find the option SAVE TO HARD DRIVE under target.
Click SAVE/SAVE AS to save snapshot to your computer.

If this button says MORE>> click it!

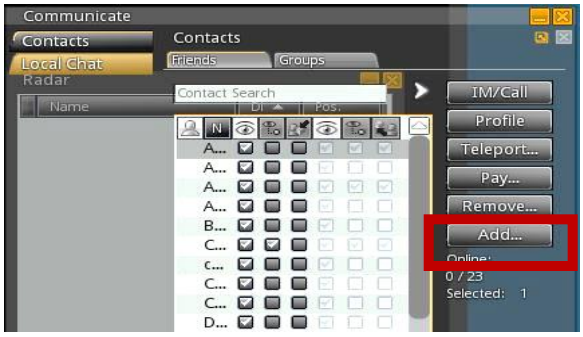


Search and Radar

Two seldom used functions. Let´s move on!

Communication and chat

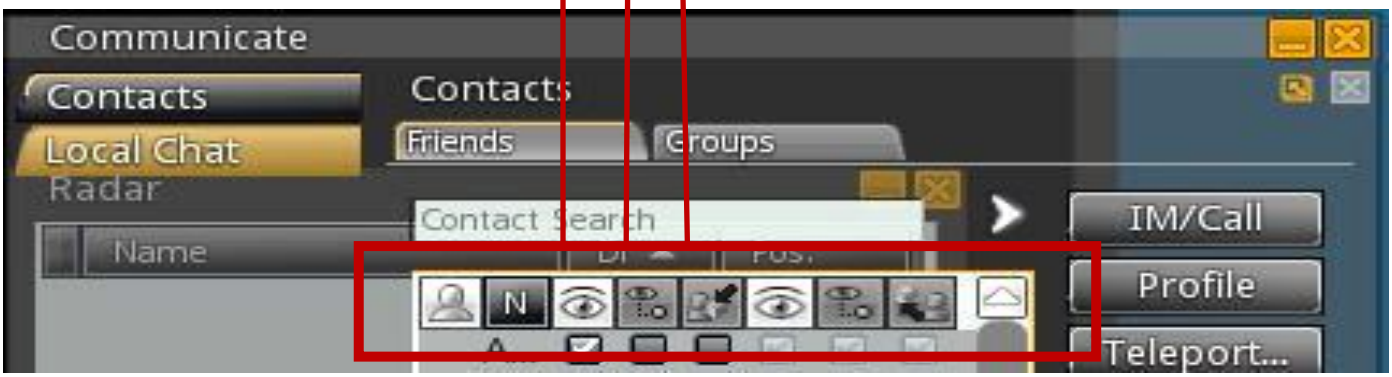
Click communication at the bottom bar. Choose Add..
In the pop-up window type the first 3 letters of the friend your searching and add. When your friend accepts the friend request (found in the top left window when logging in) you can adjust some settings.



The first 3 boxes is for you to mark as you like.
(the remaining 3 boxes is what your friend marked)

Friend can see when you´re online
Friend can locate you on the map.
Friend can edit, delete or take objects.

Open the bottom bar button Radar to see your friends.
Open the bottom bar button Map to find your friend
This is useful for collaborative modelling.



Practice what´s been preached-bottom bar

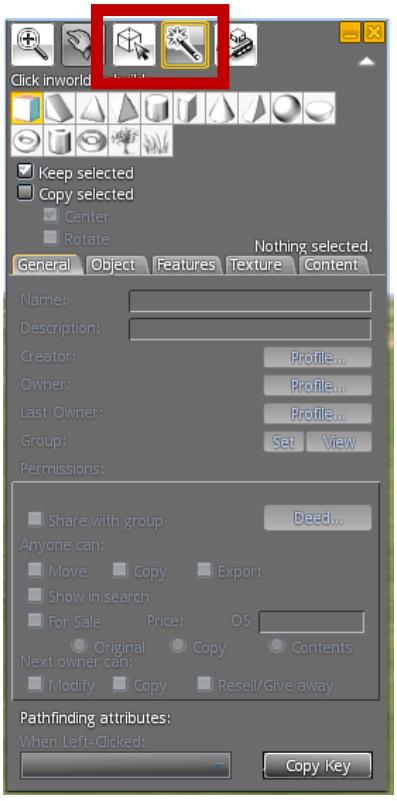
1. Find your friend
2. Take a snapshot and save it to your hard drive
3. Email the snapshot to your friend

LAB 2- Building

In lab 2 the focus and what you need to learn is:

- How to create, or "rez" an object also called prim (eg a box, triangle, cone etc)
- How to edit (scale, size and rotate) prims

Build



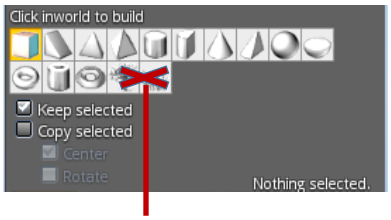
Click build in the bottom bar to see the build and editing window and at the top five function button. Two of these you will use: REZ and EDIT.

REZ is to create an object (eg a box, triangle, cone etc), further on called prims.

EDIT is used to scale, rotate and adjust prims.

The remaining 3 function buttons at the top can be ignored.

Rez a prim - magic wand



Click the wand and make sure one of the objects is marked in the bar below. Click on the ground to rez a prim.

By checking the boxes, keep selected and copy selected you may copy your rezed prim by clicking one of its surfaces. As long as the prim is marked.

Don't use these.

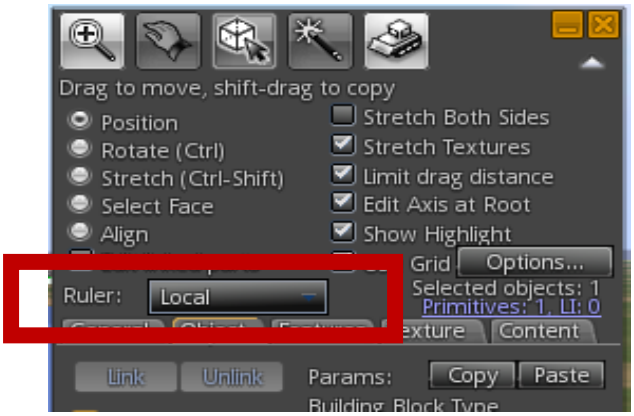
Editing mode

Mark the Editing tool and click the prim. You can now:

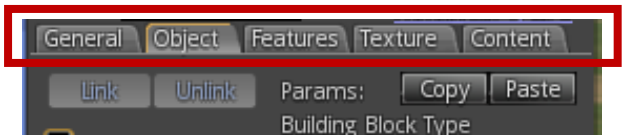
- **MOVE the prim by dragging the arrows red (x), green (y) and blue (z).**
- **COPY by holding down shift and dragging one of the arrows**
- **SCALE the prim, hold down shift+Ctrl and drag the x, y, z as well as the white markers.**
- **ROTATE by holding down Ctrl**
-

In EDITING MODE set RULER to local. This will help you later when moving and placing prims. Try dragging and rotating the prim to see the difference from when its set to world.

This is needed EVERY TIME you log in to model since world is a default setting.



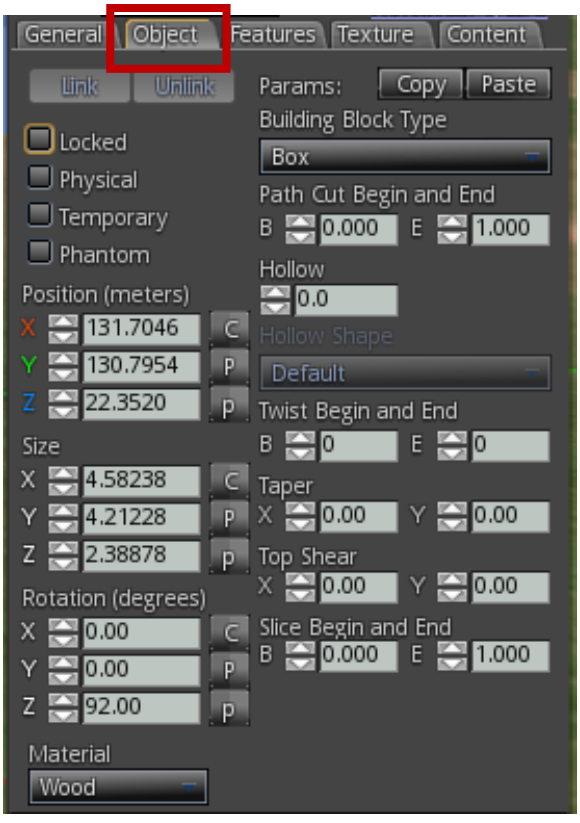
When going into EDITING MODE the tabs below will show content. Make sure you have your prim marked. All editing changes will show in real time for you as well as anyone else logged into the model.



General tab
is simply information about name and creator.

Texture tab
See next chapter

Features tab and Content tab
Can to be totally ignored.



Object tab is good for editing

Lets you edit the prim. You can write or adjust position, size (given in meters) and rotation as well as change shape and angeling of the prim. Just write your numbers in the boxes or use arrows.

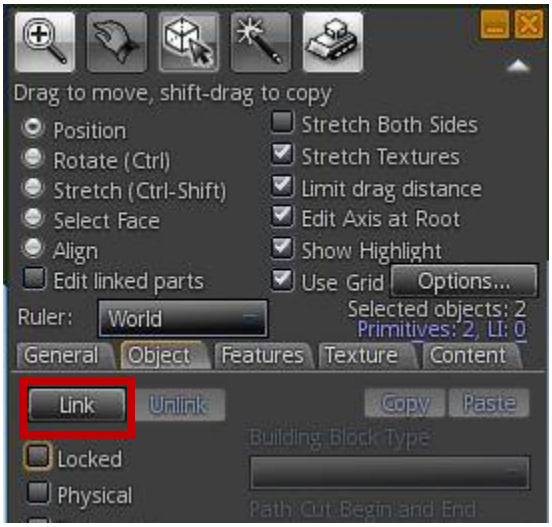
Important to think about: when adding windows to buildings-make sure they have the same ROTATION. This will not only make things align better but also help when in the process of copying more windows.

Linking prims

As mentioned earlier there are two ways to copy prims:

1. To check the Copy selected box and click a surface with the wand
2. Hold down shift and drag prim

If you want to copy an entire building, consisting of many prims, mark all of them and under the Object tab, click LINK.



Please keep in mind- this is only for things you built yourself.
NEVER LINK INVENTORY OR GROUND.

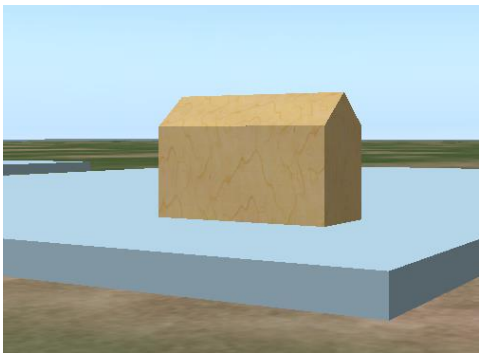
You may now

- Copy, rotate and scale entire buildings
- Move buildings easily
- Change color and texture on everything at once

You may also UNLINK (button next to link).

Practice what´s been preached- build

1. Find a blue empty square in the sandbox.
2. Rez a prim, a box with the wand
3. Make it the size x= 2 meters, y= 5 meters and y= 2,40 meters
4. Go to *edit mode*: Move the prim so it´s placed on the surface below and not half under it.
5. Go back to *the wand.* Mark boxes for Keep selected and Copy selected
6. Make sure your prim is still marked and copy it by clicking with the wand on the top surface.
7. In *edit mode* mark the top prim and tapper the X axel to 1.00 under *object tab*.
8. Adjust height of the top prim by holding down shift+ ctrl and adjusting the top blue z-point
9. Mark both prims, hold down shift and copy the building by dragging red or green arrow.

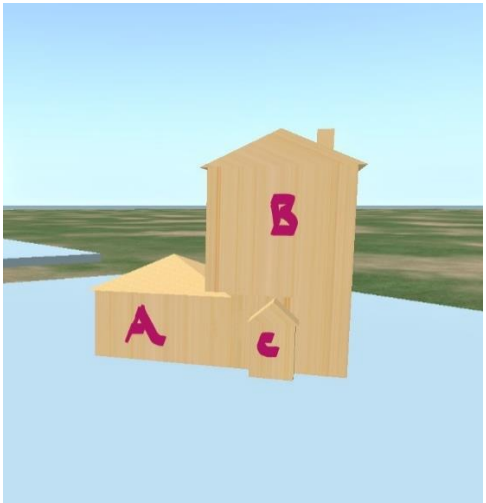


10. Use all given instructions to build a house like the one below.

Texture= default

A	**B**
x=4	x=4
y=4	y=4
z=2,4	z=6

C	**Roof prims**
x=1	B+C Tapper x: 1
y=1	A Tapper x: 1 y:1
z=2	Height of your choosing



11. Link the buildings one by one.

LAB 3- Textures and color

In lab 3 the focus and what you need to learn is:

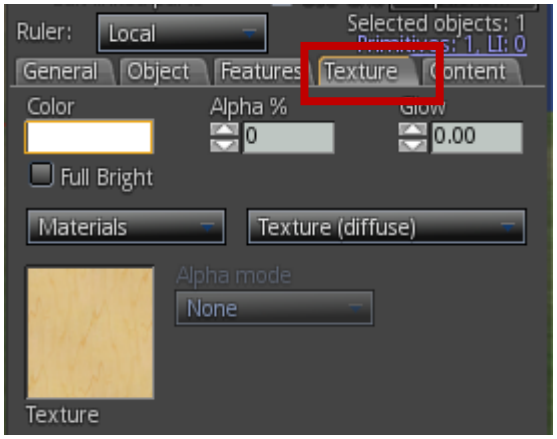
- How to set color and texture
- How to upload and scale textures.

Texture and color

Texture tab

Make sure your prim is marked. Go to editing mode and choose Texture Tab.

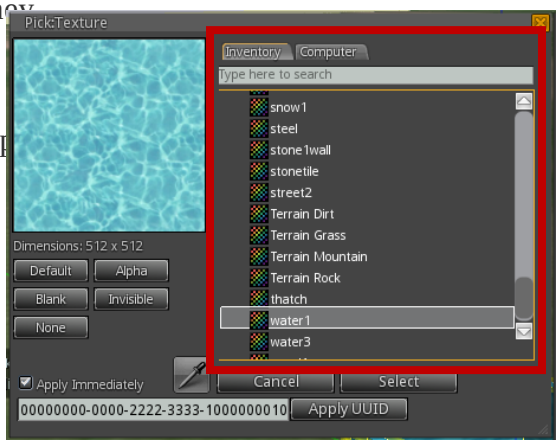
Click in the texture box and the texture window will appear



Try double clicking textures in the Open Sim Gallery- they are all free to use.

Blank is the one you will need the most. It is the first step setting color since default is set to wood.

You can also upload your own textures, scale them and use different textures on different surfaces on a prim but more about this in lab 3.

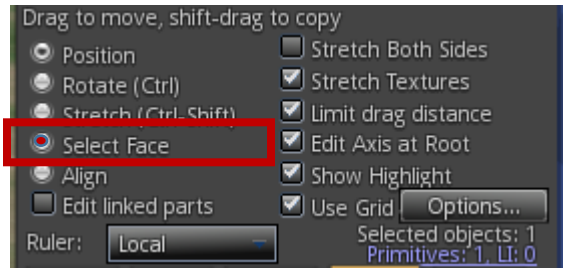


Color

Make sure your prim is still marked and click the texture box. Double click in the palette to choose a color or write hex code and hit enter.

Select face

Check SELECT FACE and mark one of the surfaces (unmark the prim by clicking on something else or by holding down SHIFT and clicking on the other surfaces).



Practice what´s been preached- texture and color

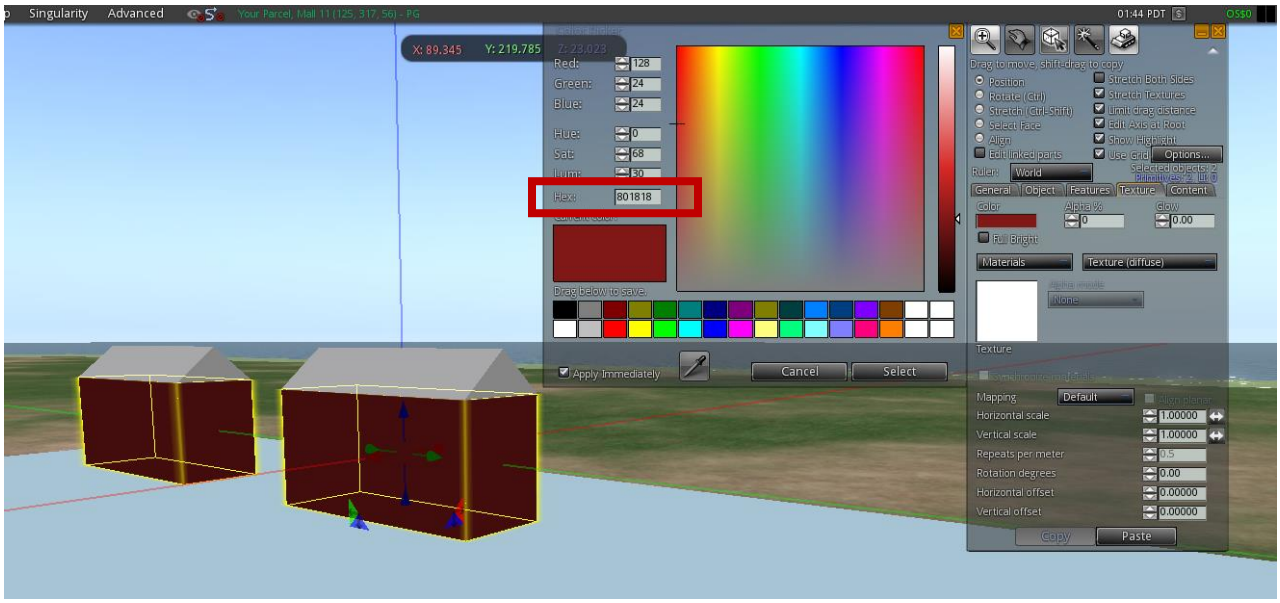
1. Make sure all four prims are marked.

2. Set texture to blank

3. Mark the two bottom prims and use the hexcode #801818

4. Mark the top two prims and set an appropriate roof color. Use select face and the pipette to get the gables the same red as the rest of the building.

More hex codes are found for example here: https://www.color-hex.com/



More about textures

Upload textures

Beside the Free Open Sim Gallery of textures, you can either:

- use a free texture found on the internet
- use the textures at the texture boards found at mall 5
  -more on how you get to mall 5 is taught at LAB X
- upload a texture of your own

The Open Sim model accepts .png and .jpg

Upload image (free) is found at the top menu under File. Name the texture and click Upload (free).

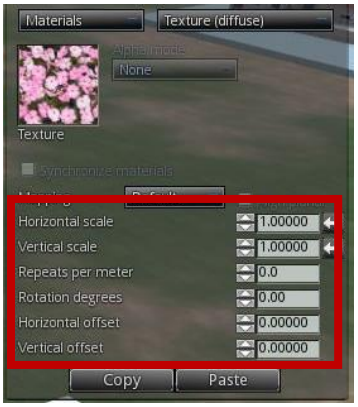
Make sure the surface/surfaces where you want the texture is set to blank. Drag the texture to the prim.

In editing mode

- Position marks the entire prim
- Select face lets you choose one or more surfaces

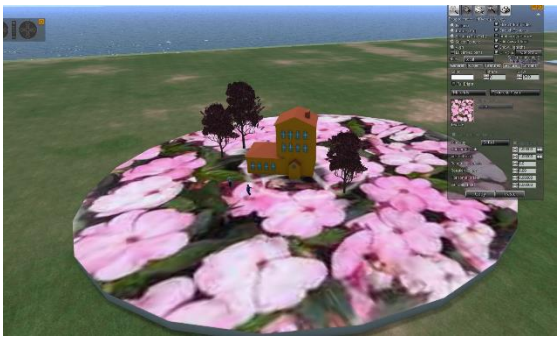
Click the surfaces of your choosing or hold down shift and click a surface to unmark it.

Scale textures



You may scale the textures by adjusting
HORISONTAL and VERTICAL SCALE under Texture tab.

Rotation degrees-lets you rotate the texture
Offset- lets you adjust textures to fit better



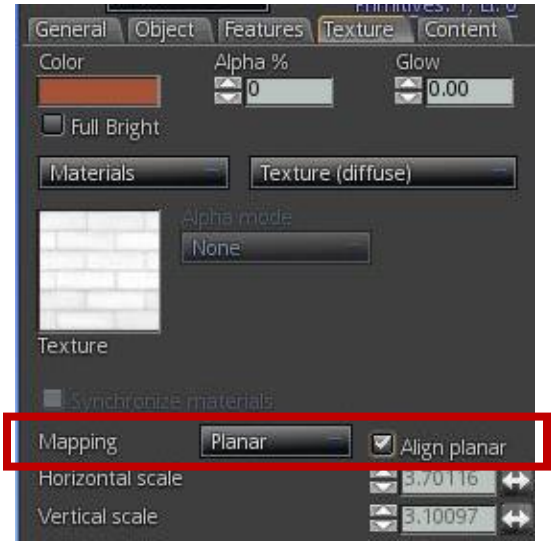
Texture with horizontal scale 1 and vertical scale 1

Texture with horizontal scale 50 and vertical scale 50

Scaling more than one textured prim

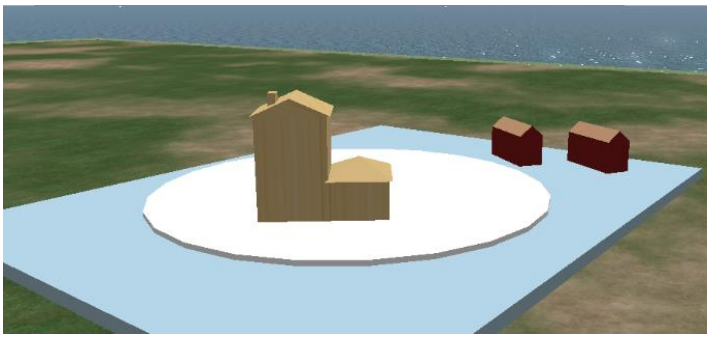
When scaling textures on many prims as one object, mark all the prims, select editing mode and the texture tab. Click the texture box and set a texture.

Change mapping from default to planar and check the box to Align planar. This will make all texture align and change the same way while you adjust scale.

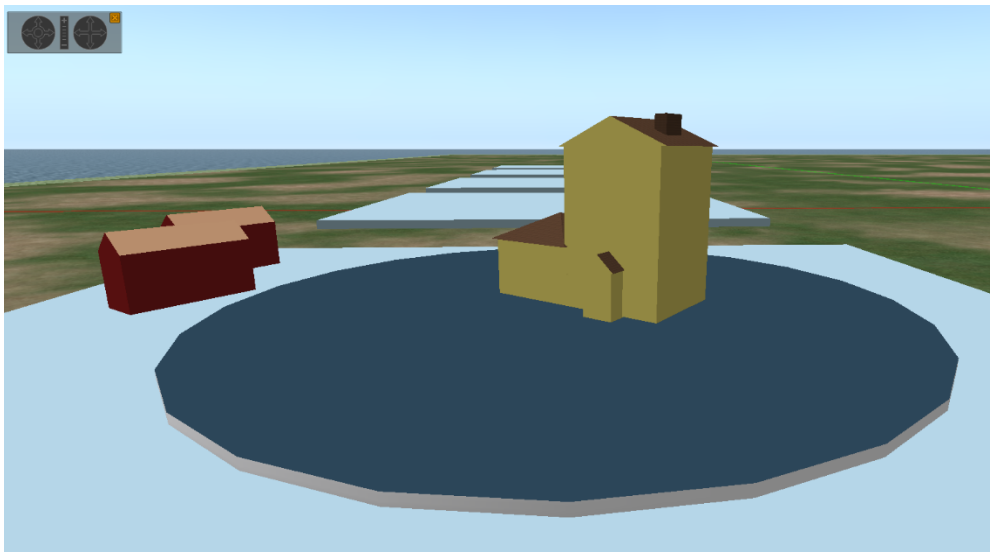


Practice what´s been teached- more about textures

1. Rez a prim and change it to a cylinder under Object tab and Building block Type. Shape it to be a platform under the house and adjust the building so it´s placed on top of that platform. Set the platform to blank texture and white color.



2. Mark select face and the top surface of the cylinder. Choose a texture or color.
3. Mark position and choose a color for your linked building. Set texture to blank. Roof will be set later.
4. Mark select face and set texture and color for the roof. Set planar and scale texture.



LAB 4- Inventory and map

In lab 4 the focus and what you need to learn is:

- How to add Items to your inventory and use them in the model
- How to go to, "teleport", to the inventory malls

Inventory

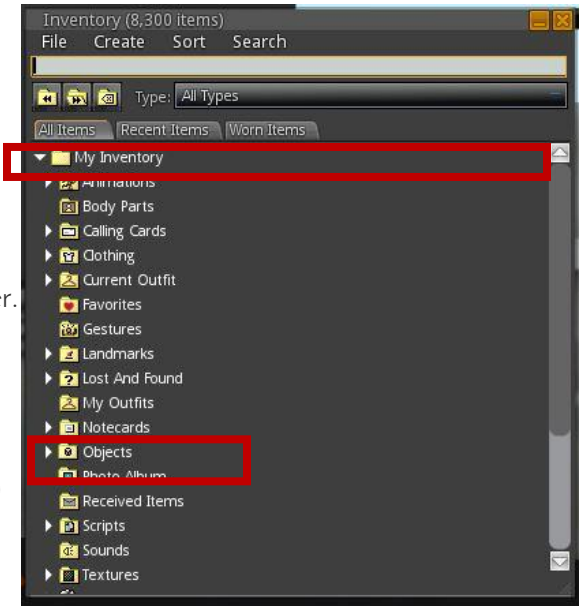
To help you visualize your project there is a large amount of already existing items for you to use as inventory. You´ll find static people, trees, benches, lamp post and other street details for example. Feel free to copy and save to your personal inventory.

Important: It´s not allowed to upload, copy or build anything new in the Inventory malls (this does not involve mall 11- training sandbox)

Save items to your personal inventory

You may find a small start-kit of Inventory in mall 11, the training sandbox. Just follow the arrows from the landing spot when you first log in.
Click Inventory at the bottom bar and a pop up window will show. Open My Inventory and Objects.

You can create a folder structure under Create> New Folder.
Drag the items to Object folder in My Inventory



Right click any item and choose>more>take copy
The item will end up in your personal inventory (bottom bar) in the Object folder.

Placing inventory items in the model

From the inventory simply drag the item into the model and to copy them in the model- hold shift and drag the arrows. When scaling inventory make sure the box Stretch textures are checked.

Send inventory to friends

If you added your friend in the communication bar in lab 1 you may now send each other inventory. Right-click an inventory item in the Object folder, choose Share and double-click your friends name. This may be useful in the collaboration later on.

Inventory mall structure- where to find everything

Keep in mind that it might take some time to load everything when visiting the malls. .

- Mall 11- UIDC training sandbox
  and start kit inventory: low poly window, trees, cars etc

- Mall 1- Vegetation
  Trees, bushes, flowers etc
- Mall 2 Vehicles
  Cars, Official vehicles (Ups-tracks, ambulances, police etc), Buses and bus-stops, Ships and boats, Pod cars and stations, Self-driving buses and station, Air planes, Zeppelin, Bikes
- Mall 4 Exterior
  Lamp posts, Park benches, Tables and chairs, Street market stands with goods, Traffic signs, Avatars-static, Avatar accessories, Strollers, bags, Features to Avatars like clothes and stuff.
- Mall 5 Signs and texture
  Texture boards, 3D Signs-many in swedish, placed in alphabetic order, A texture-boards, Windows (Made in Blender)

Practice what´s been preached- inventory

1. Choose one low Poly window in mall 11 with a frame. Copy to your inventory.

2. Drag the window to your building. Select face and change the color of the frame.

3. Place the chosen window onto your building. Set the rotation o the window to the same as the prim on which you place it. If your building is linked, use the last number of the rotation.

4. Make sure ruler is set to local and copy the window in a row.

5. Mark the whole row of window and copy upward or downward.

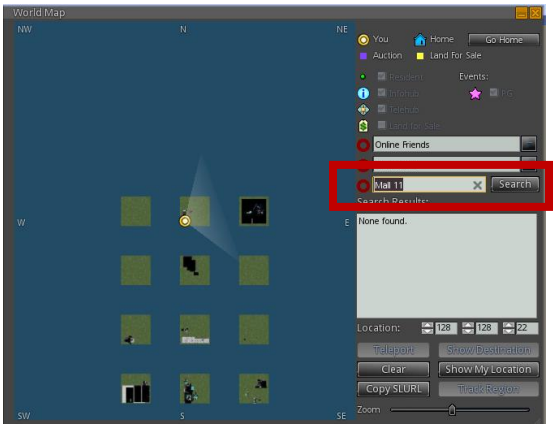
6. Place some trees and people next to the building

Map

How to teleport

To move between malls and models you will need to teleport to your wanted location.

You find map at the bottom bar.



Type the 3 first letters in the search box.
Ëg
For malls: mal
For UIDC models: UID

Choose your location in the given list.
Hit enter.

If the list doesn´t show- type the full name;
Mall 1 (make sure to use capital and space)
Mall 2 and so on..

Uidc_[city] 1
Uidc_[city] Sandbox

Practice what´s been preached- teleport

Check out the different malls with inventory. Keep in mind that it might take a while for everything to load. Find anything you need? Take a copy!

Training is done! What now?

UIDC Team model

Each UIDC team will have a model of their own. It´s the same size as the training sandbox. This is where the map data will be set up (by 4Dialog) and this is where the project will be visualized! You should find it in the list of Uidc-projects under MAP.

Short checklist:

- ✓ Can you teleport to your UIDC Team model?
- ✓ Is there Map data in the model?
- ✓ Are you ready to get started?

If Yes to all: Great!

If No to one or more please contact us at uidc@4dialog.com immediately.