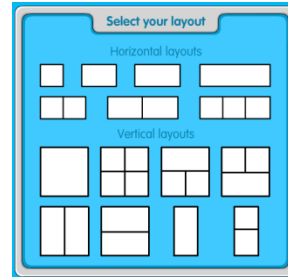


Toondoo: Student

1. Login
2. Click on **Toons** tab to drop down the menu.
3. Click on **“Create Toon”**
4. Select from multiple horizontal or vertical layouts
5. Wait till it loads – may take a minute or so



6. Change the Title
7. Click on the first box in your strip
8. *You can also do a search for specific items and images*



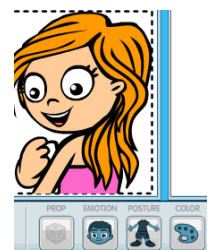
9. Click on **Characters** tab
 - a. *Brushmen tab also has characters by various artists (Jason Love, Toonscribbles, ivanloral, hakunamatata, and Ranso)*



10. Choose a **subcategory** (Jambav, Men, Women, Kids, Animals Birds, Sports, Unusuals, Famous, Emoticons, and Stick Figures)
11. Click and drag desired character(s) to the first box in your strip
12. Use the **Tools Bar** to modify the selected image(s) (Lock, Shrink, Enlarge, Clone, Flip, Rotate Left, Rotate Right, To Front, to Back, and Delete).



13. When a character is selected, you will also have the option to **change its emotion, posture, and color**



Images used are fromToonDoo ©2011 ZOHO Corp - <http://www.toondoo.com/>

Toondoo: Student

14. Click and drag image(s) to move to another location
15. Click on **Backgrounds tab**
16. Choose a **subcategory** (Scenery, Space, Abstract, Fantasy, Indoors, Outdoors, Landmarks, and Sports)
17. Click and drag desired background image to the first box in your strip
18. When a background is selected, you will also have the option to **change its color & style (prop)**

19. Click on **Props tab**
20. Choose a **subcategory** (Celebration, Eatables, Trees Plants, Indoors, Outdoors, Sports, Our World, Shapes, Logo)
21. Click and drag desired prop(s) to the box in your strip
22. When a prop is selected, you will have option to **change its color and style (prop)**

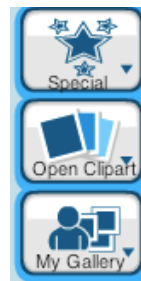


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23. Click on **Texts tab**
24. Choose a **subcategory** (Toondoo Pro, English 1, English 2, English 3, Foreign Text, Graffiti, Text Effects, and Spl Alphabets)
25. Click and drag desired speech bubble to the first box in your strip
26. Begin typing your text
 - a. As you type, the speech bubble will grow larger to accommodate the amount of text
 - b. If you want to make the speech bubble smaller, use the **Enlarge function** on the Tools Bar below
 - c. Note: You can use the Graffiti, Text Effects, or Spl Alphabet to put inside a speech bubble (may need to play with layering: To Front or To Back on located on the Tools Bar)
 - d. When the speech bubble is selected, you will also have the option to **change the color of the text**



27. Customize your strip further with Special, Open Clipart, and My Gallery tabs
28. When finished, Click on **ToonDoo icon** dropdown for menu
29. Click on **Save As**



Toondoo: Student

30. Give your **project a title, description, and tags**
31. Customize your **sharing options** (let others redoo or allow others to purchase your toon) and decide how you want to publish your work (publish to the world, keep it private, or share with friends)



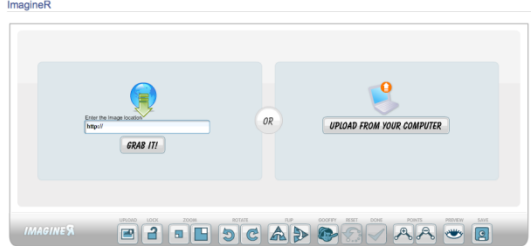
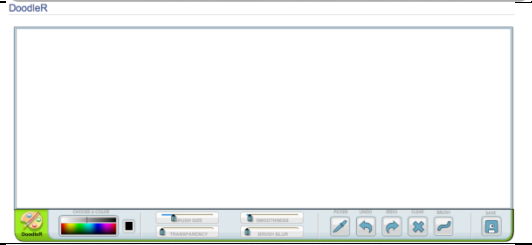

32. From **Main Login Menu**
 - a. Click on **Toons tab** to drop down the menu.
 - b. Click on **“My Toondoo’s”**
 - c. Select the Toondoo of your choice
 - i. **Embed:** will automatically be copied to your clipboard so you will just need to paste it into the html of your blog or Teacher Web
 - ii. **Email:** will send an email with a link
 - iii. **Print:** will open Print Menu from your computer
 - iv. **Download:** will download as a png

33. Advanced Features:



<p>Book Maker</p>	<p>Assemble all of your cartoon strips into a book that can be embedded or shared</p>	
<p>TraitR</p>	<p>Create your own toon or avatar to look just like you, your friends, or family (even upload a picture for reference)</p>	

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<p>ImagineR</p>	<p>Upload or Grab (from internet) your own images pictures to be edited, used in the gallery, and used in your cartoon</p>	
<p>DoodleR</p>	<p>Draw your own or draw on top of your cartoons</p>	
<p>Compleetoon Maker</p>	<p>Use an image from the web, your computer, or your toons to easily create a one cell cartoon</p>	

Check out the Toondoo Wiki for answers to all of your questions:

<http://toondoo.wiki.zoho.com/How-do-I.html>