

11

CREATING MULTIMEDIA PRESENTATIONS

Lesson Overview

In this lesson, you'll do the following:

- Add videos and Flash animations to PDF files.
- Add sounds to PDF documents.
- Set playback options for videos and Flash animations.
- Use an image file as a poster for a video or Flash animation.
- Control transitions and presentation timing using full-screen mode
- Learn about adding widgets to your PDF files.



This lesson will take approximately 60 minutes to complete. Copy the Lesson11 folder onto your hard drive if you haven't already done so.

<<Art to come>>

Getting started

Note: You need Acrobat 9 Pro to add movies, sounds, Flash animations, and widgets to your presentations.

In this lesson, you'll create a presentation about a new environmental bottling campaign by Aquo, a fictitious drink manufacturer. You'll add video and animation files to three pages, and you'll control when the video or animation file plays and how it appears on the page. You'll assemble the pages into a presentation that will appear in full-screen mode, complete with timed transitions.

- 1 Start Acrobat 9 Pro.
- 2 To see what the finished file looks like, navigate to the Lesson11 folder and open the Aquo_presentation.pdf file. Click Yes if Acrobat warns you that the PDF file will open in full-screen mode.

Acrobat menu bars and toolbars are hidden when you open this file because it is set to open in full-screen mode. The pages turn on their own, but you can also use the right or left arrow keys on your keyboard to move forward or backward through the presentation. On the CEO bio page, click the headshot of the CEO to play a short video.

- 3 When you have finished examining the PDF file, press Esc or press Ctrl+L (Windows) or Command+L (Mac OS) to display menus and toolbars. You can keep this end file open for reference while you work on the exercise, or you can close the file by choosing File > Close.

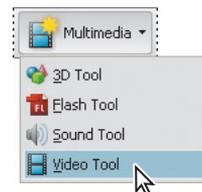
Adding a video file to a PDF file

Note: In Acrobat 9 Pro, you can add FLV (Flash video) files or F4V (H.264 encoded video files). In Acrobat 9 Pro Extended, you can add videos in a much larger range of formats, and convert them into FLV files automatically.

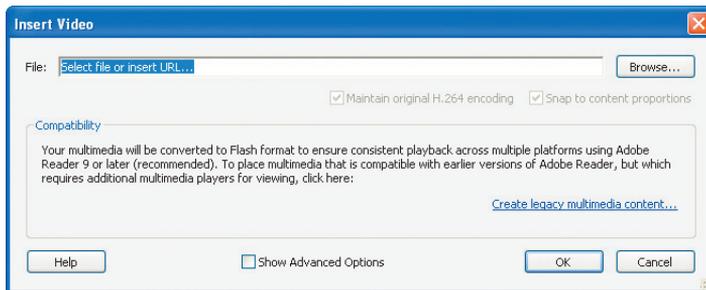
In Acrobat 9 Pro, you can add an FLV (Flash video) file to a PDF. The file is completely embedded within the PDF document, so anyone can view it using Adobe Reader 9; you do not need a QuickTime player or Flash player to view videos in the PDF file.

When you add a video file to a PDF, you can set launch behaviors and other options that determine how the video file appears and plays in the PDF document.

- 1 Choose File > Open.
- 2 Navigate to the Lesson11 folder, and select the Aquo_Bottle_Ad.pdf file.
- 3 Choose Multimedia > Video Tool from the Tasks toolbar. The cursor becomes a crosshair.

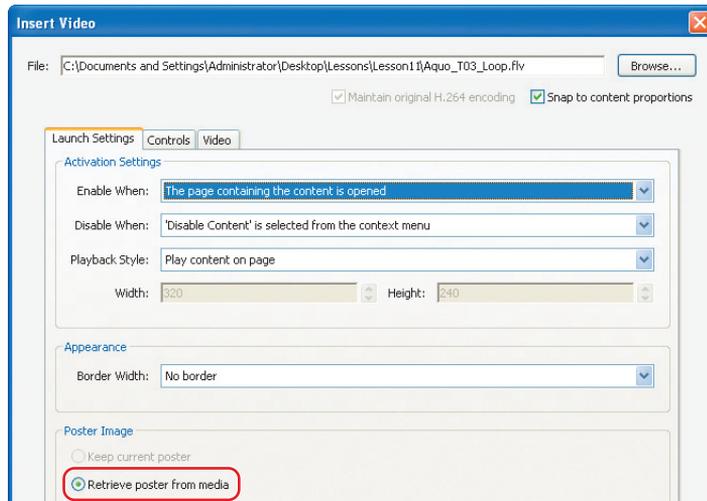


- 4 Drag a box over the right half of the document. The Insert Video dialog box appears.



- 5 Click Browse, and then navigate to the Lesson11 folder.
- 6 Select the Aquo_T03_Loop.flv file, and click Open. The Aquo_T03_Loop.flv file is a video file of the new Aquo bottle.
- 7 Select Show Advanced Options in the Insert Video dialog box.
- 8 Click the Launch Settings tab.

- 9 From the Enable When menu, choose The Page Containing The Content Is Opened. Make sure Retrieve Poster From Media is selected in the Poster Image section of the dialog box.



- 10 Click OK.

An image from the video file appears on the PDF page. A Play button automatically appears in the bottom-left corner of the video.

- 11 Click the Play button to play the video.
- 12 As the video plays, move the cursor over the video, and then away from the video. Playback controls appear at the bottom of the video when the cursor is over the video.



- 11 Choose File > Save As. Name the file **Aquo_Bottle_anim.pdf**.
- 12 Choose File > Close.

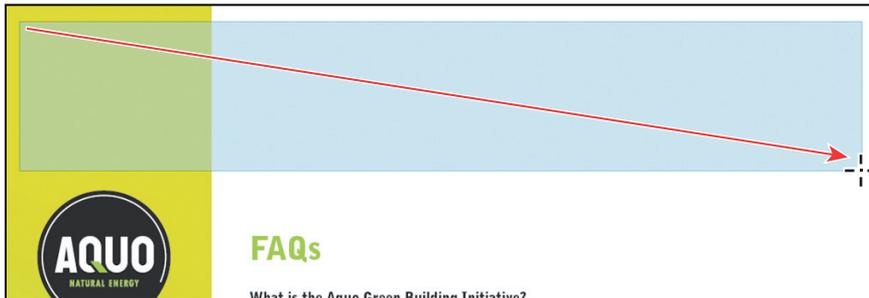
Adding a Flash animation

You can also add Flash animations (SWF files) to Adobe PDFs. You'll add an animated header to jazz up an ordinary document.

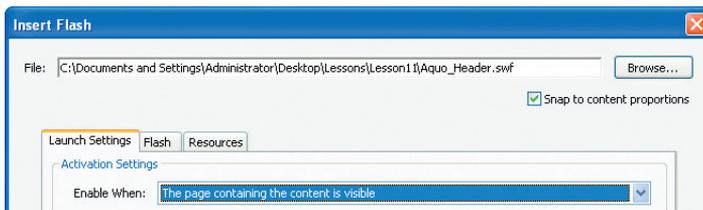
- 1 Choose File > Open.
- 2 In the Lesson11 folder, select the Aquo_FAQ.pdf file, and click Open.
- 3 Choose View > Toolbars > Multimedia.

Acrobat displays the Multimedia toolbar, which contains buttons for the 3D, Flash, Sound, and Video tools.

- 4 Select the Flash tool in the Multimedia toolbar. The cursor turns into a cross-hair.
- 5 Drag a box across the top of the entire document. The Insert Flash dialog box opens.

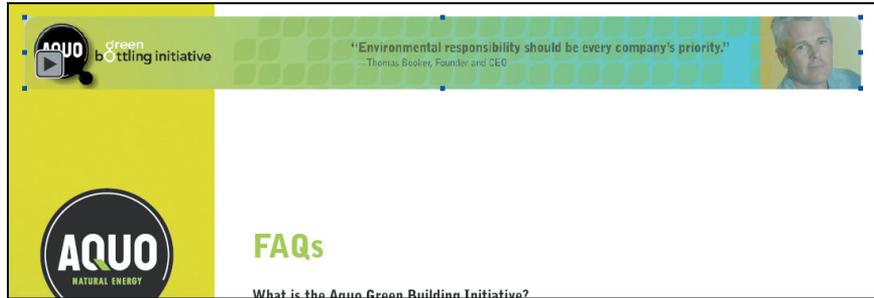


- 6 Click Browse, and navigate to the Lesson11 folder.
- 7 Select Aquo_Header.swf, and click Open.
- 8 Select Show Advanced Options in the Insert Flash dialog box.
- 9 Click the Launch Settings tab, and then choose The Page Containing The Content Is Visible from the Enable When menu.



► **Tip:** Use the 3D tool to place a three-dimensional file on a PDF page. To learn about working with 3D images in Acrobat, see Lesson 15, "Working with 3D in PDF Files."

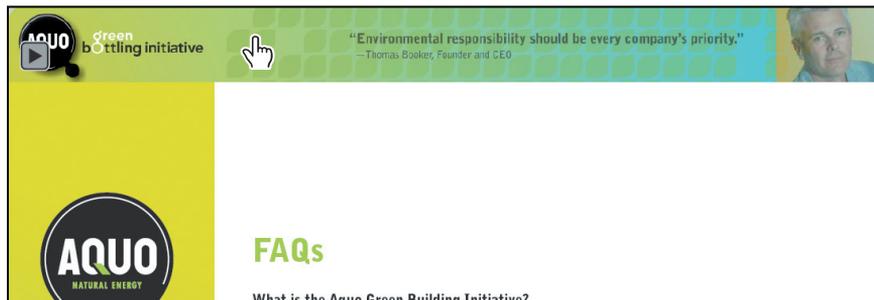
10 Click OK. The header appears across the top of the document.



11 Select the Hand tool, and then move the cursor over the header. The header becomes a pointing finger to indicate that the object is interactive.

12 Click the header to activate it. The animation plays, and continues to play.

● **Note:** Though you've set the animation to play when the page becomes visible, you can also play it by clicking it.



13 Select the Flash Tool in the Multimedia toolbar again, and double-click the header. The Edit Flash dialog box opens, with the same settings you saw in the Insert Flash dialog box.

14 Select the Launch Settings tab, and then choose The Page Containing The Content Is Not Visible from the Disable When menu.

15 Click OK.

16 Choose File > Save As. Name the file **Aquo_FAQ_anim.pdf**.

17 Choose File > Close.

Sound files

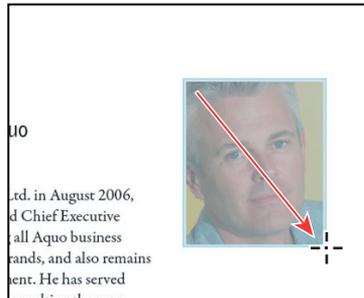
Adding sound files to a PDF document is similar to adding video and Flash animation files. Choose Multimedia > Sound Tool from the task bar (or select the Sound Tool in the Multimedia toolbar), and then click where you want the sound to be placed.

Assigning a poster file for a video or animation

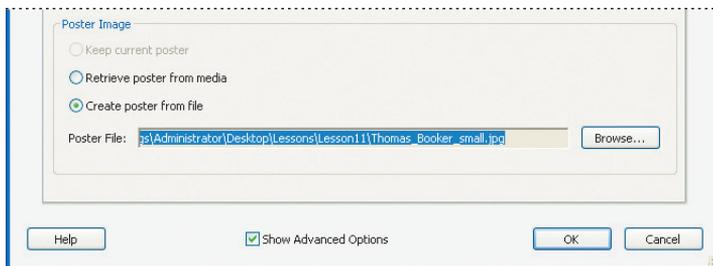
By default, Acrobat displays the opening frame of a video or animation in the PDF document when the content is not playing. However, you can assign a separate image file to represent the video or animation. The image Acrobat displays is called the poster.

You'll add a new video to a biography of the CEO and assign an image for its poster.

- 1 Open the Aquo_CEO.pdf file.
- 2 Select the Video tool in the Multimedia toolbar.
- 3 Draw a box over the image on the right side of the page. You'll add a video of the company CEO talking about the initiative.



- 4 In the Insert Video dialog box, click Browse.
- 5 Select the CEO_Video.flv file in the Lesson11 folder, and click Open.
- 6 Select Show Advanced Options in the Insert Video dialog box.
- 7 Select the Launch Settings tab.
- 8 In the Poster Image area, select Create Poster From File, and then click Browse.
- 9 Select the Thomas_Booker_Small.jpg file in the Lesson11 folder, and click Open.



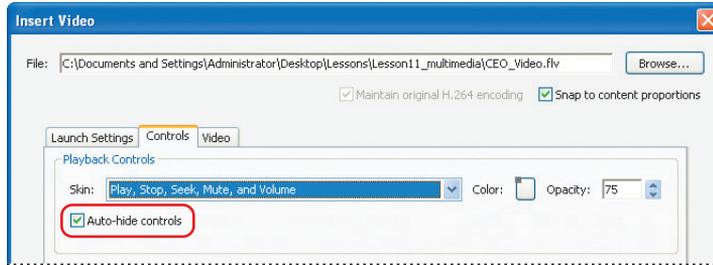
- 10 Select the Controls tab.
- 11 Choose Play, Stop, Seek, Mute, and Volume from the Skin menu.

The skin is the set of playback controls displayed with the video. Acrobat provides several skin options that determine the level of control you give viewers.

Note: In Acrobat 9 Pro Extended, you can also assign a specific video or animation frame as the poster.

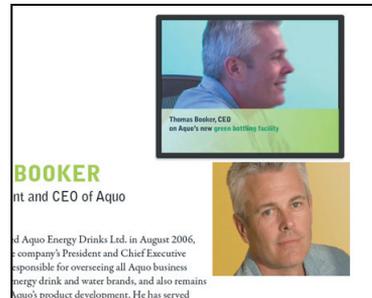
Note: You have not changed the activation settings because you want the video of the CEO to play only when the viewer clicks it.

12 Make sure Auto-Hide Controls is selected.



When Auto-Hide is selected, the skin appears only when the cursor is moved over the video.

13 Click OK. The image of the CEO you selected as a poster appears where the video is placed on the page.



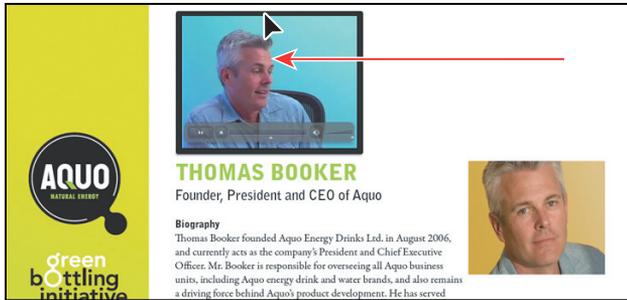
► **Tip:** Using the Shift key when resizing a video or animation file ensures that the image is adjusted proportionally.

- 14** Select the Video tool. Blue handles appear around the video poster
- 15** Press the Shift key as you drag a corner of the poster to enlarge it so that it covers the original image. Drag the poster into position over the image.
- 15** With the Video tool selected, double-click the poster. The Edit Video dialog box opens.
- 16** Click the Launch Settings tab.
- 17** Select Play Content In Floating Window from the Playback Style menu.

Acrobat can display video in a particular place on the page or in a floating window, depending on the option you choose here.

18 Click OK.

- 19 Select the Hand tool, and then click the video to activate it. You can drag the video around the screen by grabbing its border. When you move the cursor over the video, the playback controls, or *skin*, appears. Meanwhile, the video poster remains on the right side of the page.



- 19 Choose File > Save As. Name the file **CEO_Anim.pdf**.

- 20 Choose File > Close.

Creating a presentation

You can set up a PDF document to display as a presentation, in full-screen mode, complete with transitions. If videos and animations are set to play when the page becomes visible, they'll begin playing when the viewer proceeds to that page, or when the page turns automatically. You'll combine the PDF files you've been working with to create a presentation.

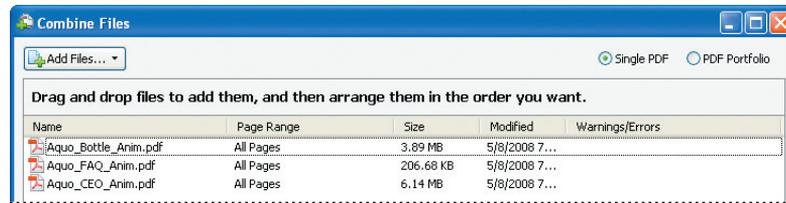
Combining PDF files

You can easily combine multiple PDF files into a single PDF. The embedded multimedia objects you've added to your PDF documents are included in the new, merged file.

- 1 Choose File > Combine > Merge Files Into A Single PDF.
- 2 In the Combine Files dialog box, click Add Files, and then choose Add Files.
- 3 Select the Aquo_Bottle_Anim.pdf file, the Aquo_FAQ_Anim.pdf file, and the Aquo_CEO_Anim.pdf file, and then click Add Files. (Press Shift to select multiple files.)

● **Note:** If you already have a document open, Acrobat automatically includes it in the list. To delete a duplicate file, select it and click Remove.

- 4 Arrange the files so that the `Aquo_Bottle_Anim.pdf` file is first, followed by the `Aquo_FAQ_Anim.pdf` file, and then the `Aquo_CEO_Anim.pdf` file. To move a file up in the file order, select it and click Move Up. To move one down, select it and click Move Down. Or, simply drag a file into position.



This is the order in which the files will appear in the final PDF presentation.

- 5 Click Combine Files. A progress bar appears while Acrobat merges the PDF files.
- 6 In the Save As dialog box, name the file **Aquo_Pres_Anim.pdf**, and click Save. Acrobat opens the presentation PDF file. The green bottle animation page is open, and the video plays.
- 7 Press the right arrow key on your keyboard to advance to the next page. As you move to that page, the header animation plays.
- 8 Press the right arrow key to advance to the final page.

Setting transitions

You can set Acrobat to automatically turn pages, and then apply a transition to determine how Acrobat displays each page turn. If you've worked with video editing applications, you'll recognize many of the transition styles. You'll set this presentation to automatically turn pages, and to fade the pages into each other.

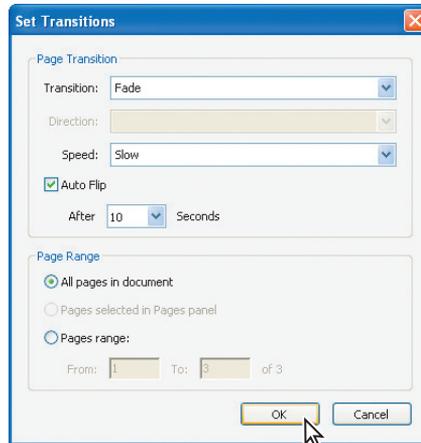
- 1 Choose Advanced > Document Processing > Page Transitions.
- 2 In the Set Transitions dialog box, select Fade from the Transition menu, and Slow from the Speed menu.

The current page will slowly fade into the next page.

- 3 Select Auto Flip, and then type **10** in the Seconds box.

When Auto Flip is selected, the pages automatically turn after the number of seconds you enter. Ten seconds is enough time for the bottle video and the header animation to play. The presentation will stop on the last page, leaving it on the screen so that viewers have plenty of time to click the video of the CEO interview and play it in its entirety.

- 4 Select All Pages In Document.
- 5 Click OK.



Specifying full-screen mode

Transitions work only in full-screen mode, so to take advantage of the transition you've selected, you need to set your presentation to play in full-screen mode.

- 1 Choose File > Properties.
- 2 Select the Initial View tab in the Document Properties dialog box.
- 3 In the Window Options area of the dialog box, select Open In Full Screen Mode.
- 4 Click OK.
- 5 Choose File > Save, and then choose File > Close.
- 6 Choose File > Open, select the Aquo_Pres_Anim.pdf file, and click Open.
- 7 If you see a Full Screen warning dialog box, click Yes.

Avoiding the full-screen mode warning

By default, Acrobat warns you when a PDF file is set to be open in full-screen mode, because it is possible for malicious programmers to create PDF files that appear to be other applications. If you click Remember My Choice For This Document, Acrobat will not show the warning again when you open the presentation on this computer. If you are presenting material on your own computer, you can change the preference so that Acrobat will not display the warning at the beginning of your presentation. To change the preference, choose Edit > Preferences (Windows) or Acrobat > Preferences (Mac OS), and then click Full Screen on the left. Deselect the Alert When Document Requests Full Screen option.

The presentation plays, moving from one page to the next with fade transitions between pages.

- 8 Click Esc to escape from full-screen mode, and then close the file.

Working with widgets

In addition to Flash animations and videos, you can embed small Flash applications, called widgets, into your PDF document. For example, you could embed a calculator into a document someone would use to determine the cost of goods based on different circumstances. Or an RSS reader that lets your viewer link immediately to a relevant, current blog or news source on a related topic. Some of these applications are available for download at [xxxx](#). Because widgets are SWF files, you can use the Flash tool to insert a widget into a document. To learn more about using widgets, see [xxx](#).

Review questions

- 1 How can you add a video or animation to a document in Acrobat 9 Pro?
- 2 Do recipients of your presentation need special viewing software to play videos or animations?
- 3 How can you create a presentation with timed page transitions?

Review answers

- 1 To add a video or animation to a PDF document, choose **Multimedia > Video Tool** (FLV file or H.264-encoded video) or **Multimedia > Flash Tool** (Flash animation). The cursor becomes a crosshair. Click or drag where you want to place the video or animation, and then set launch, skin, and other properties. (If you're using Acrobat 9 Pro Extended, you can embed other video formats, as well, and Acrobat can transcode them to FLV format automatically.)
- 2 No. Anyone can view embedded video or animation files in PDF documents created in Acrobat 9 Pro, as long as they have Acrobat 9 or Adobe Reader 9. Because Flash technology is fully integrated with Acrobat 9, no additional software is needed.
- 3 To add page transitions to a PDF document, choose **Advanced > Document Processing > Page Transitions**. Then, select a page transition style. To turn the pages automatically, select **Auto Flip**, and specify how long each page should be displayed. Presentations must be viewed in full-screen mode for transitions to take effect, so select **Open In Full-Screen Mode** in the **Initial View** pane of the **Document Properties** dialog box.