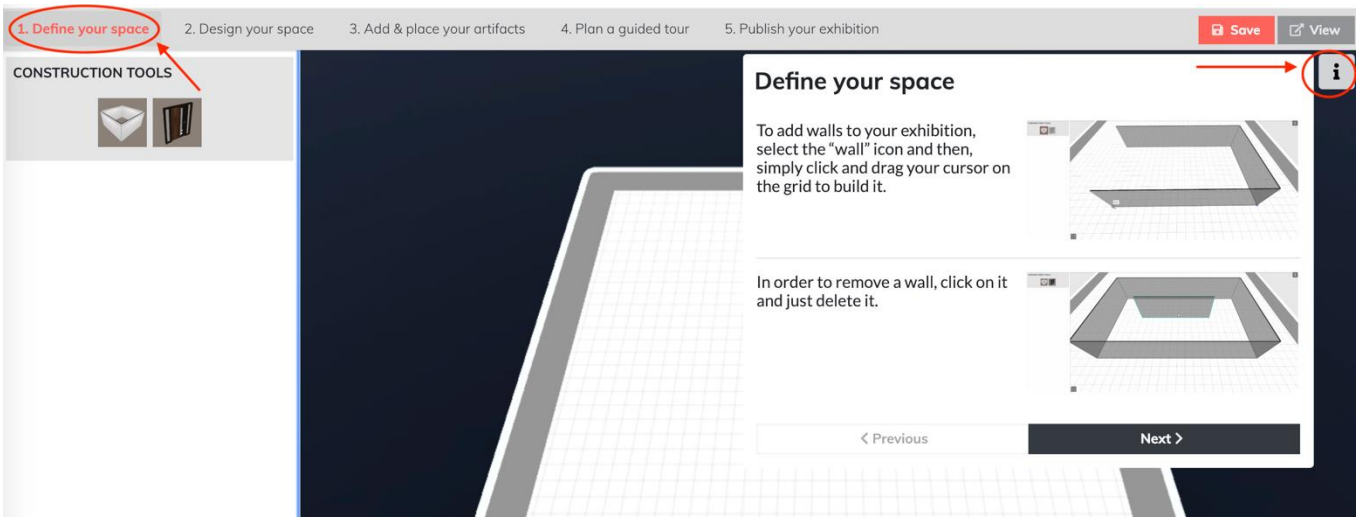
Introduction to Islamic Art and Architecture
Prof. Elizabeth Lastra
Virtual Exhibition Project

ARTSTEPS USER GUIDE

Creating Your Account

1. Go to https://www.artsteps.com/. Select "Sign Up" in the top right-hand corner of the page and create an account.
2. Once you have created your account, select "Create" at the top to start designing your exhibition.

Creating Exhibition

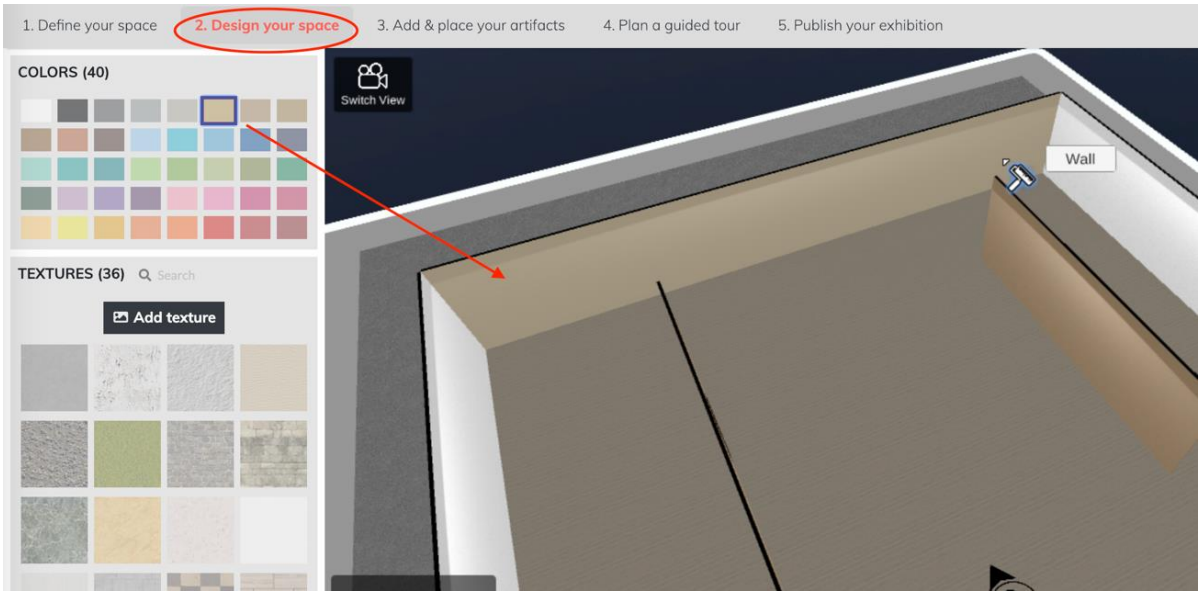


Define Space:

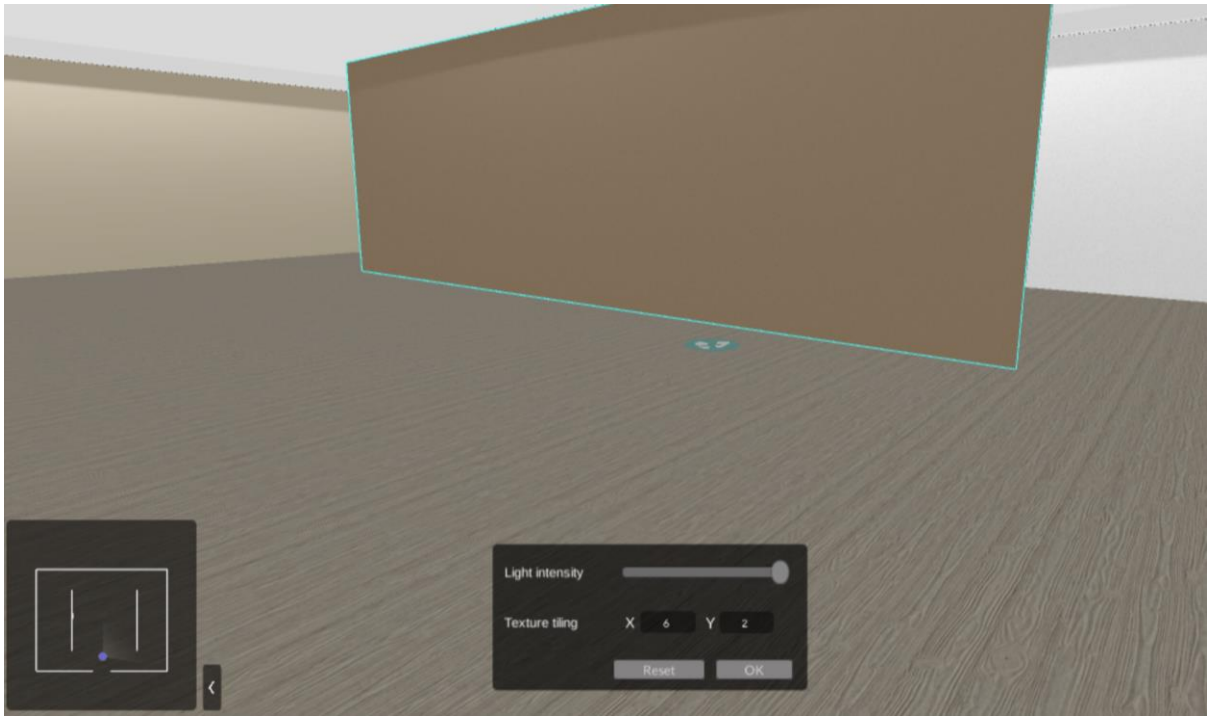
1. Select the "wall" icon to add walls to your exhibition. The area of one square of the grid is $1m^2$.
2. After you have placed your walls, select the "door" icon to add your entrance and exit doors and any connecting doors between rooms.
3. If you want to delete walls, make sure that neither the "wall" nor the "door" icon is selected. Then click the wall that you want to remove and hit delete.
4. In order to remove a door, select the "wall" icon and drag it over the door you want removed.
5. You can select the "info" icon in the top right-hand corner for more information.

Design Space:

1. To add color on the floors and walls, choose any color from the palette and then click on the surface that you want painted.



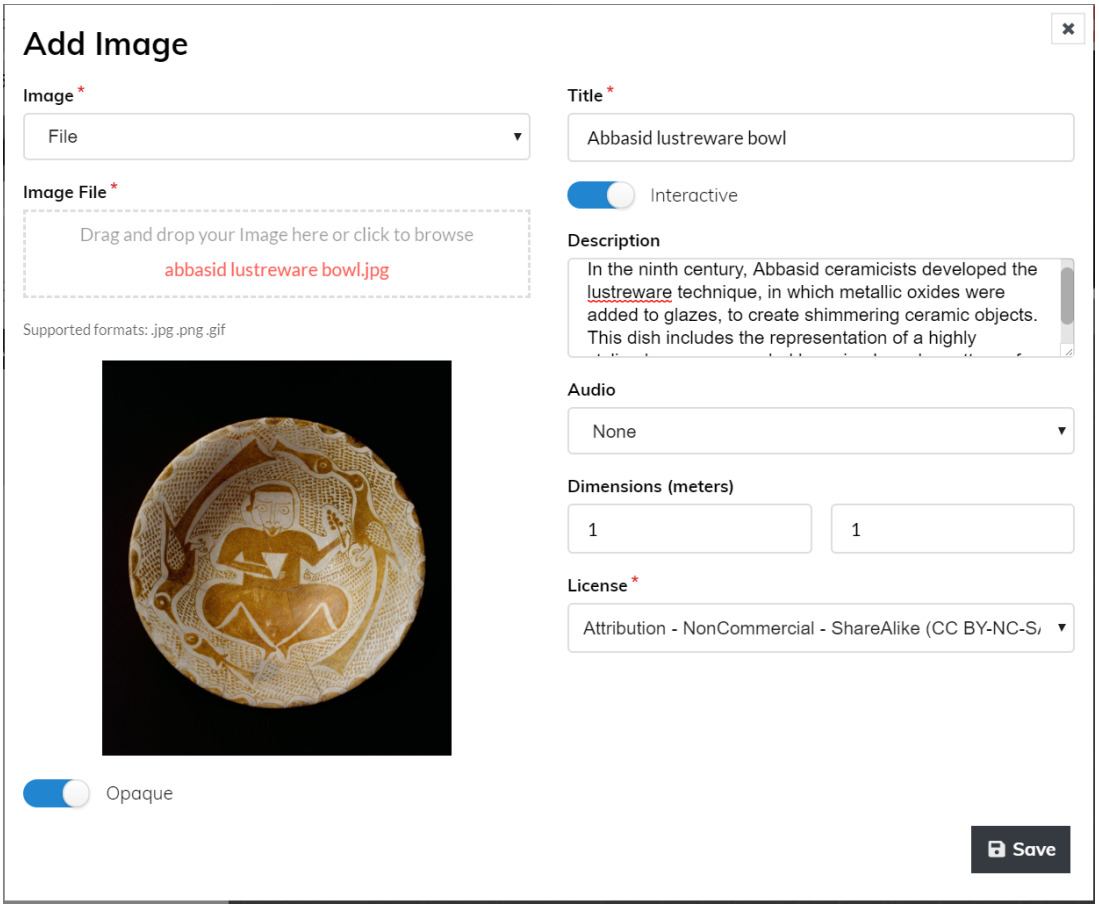
2. To color the ceiling and the wall frame surfaces, simply click “switch view” and follow the same process as above.
3. Also, you can add a texture to a surface by selecting a texture and then clicking on the surface which you want to be that texture.



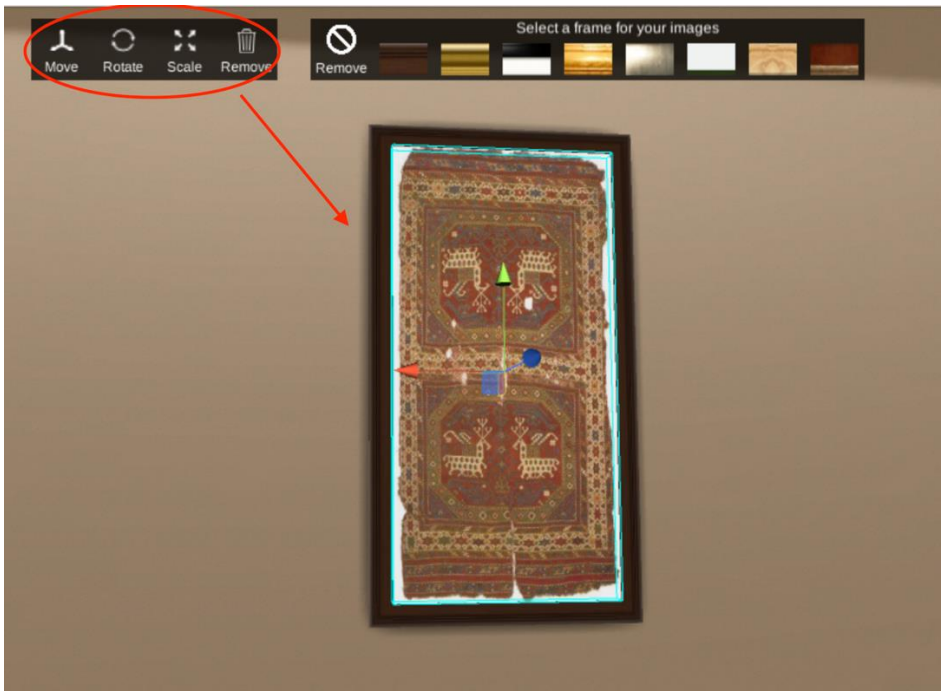
4. You can change the light intensity on walls. To do so, click out of the color and texture options, select any wall, and adjust the light intensity bar.

Add and Place Artifacts:

1. Upload your images, videos or 3D objects. Enter your wall label text into the "Description" field.



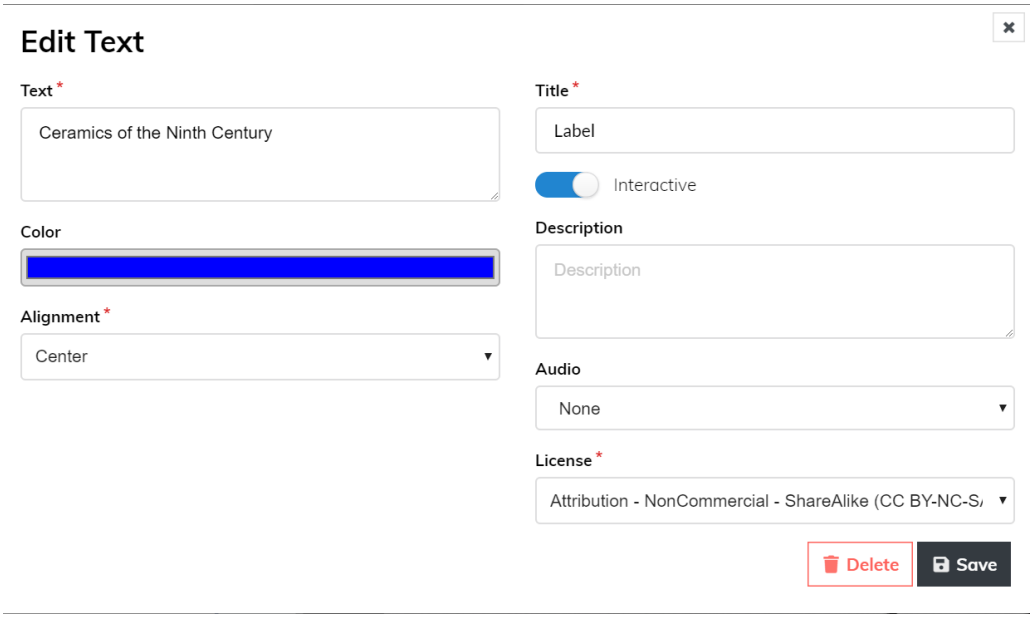
2. Once you have finished entering the information, select "Save". Now this item is one of your artifacts and is ready to be installed in your exhibition. You can come back and edit the entry at any time.
3. Navigate through the space and place artifacts on the walls by selecting an object from your previously uploaded artifacts.
4. To change the position, orientation or size of any artifact, just click on it in the 3D space and select the corresponding icon that will appear at the top of the exhibition window.



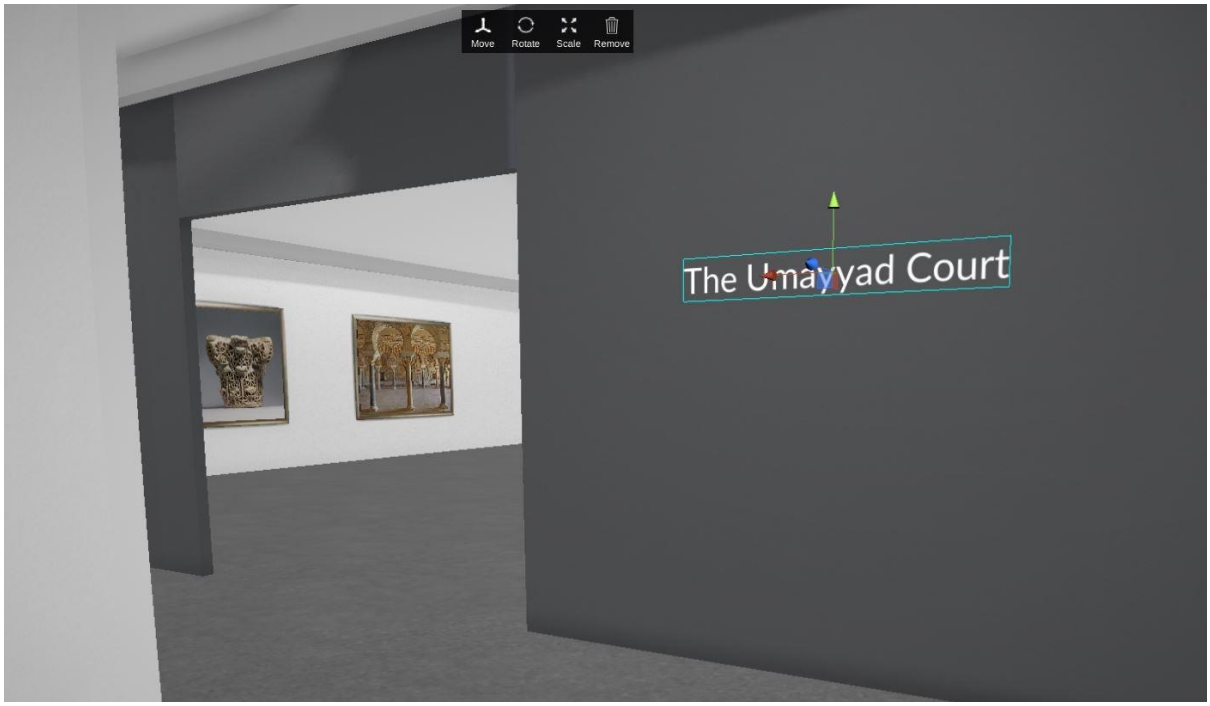
5. You can also add a frame to your images.
6. If you would like to remove any artifacts from your exhibition space, just select them in the 3D space and click the “delete” icon.

Add Text:

1. If you would like to add any titles on the walls, select “Add Text” under the Artifacts pane on the left of your screen.



2. Enter and format the text.

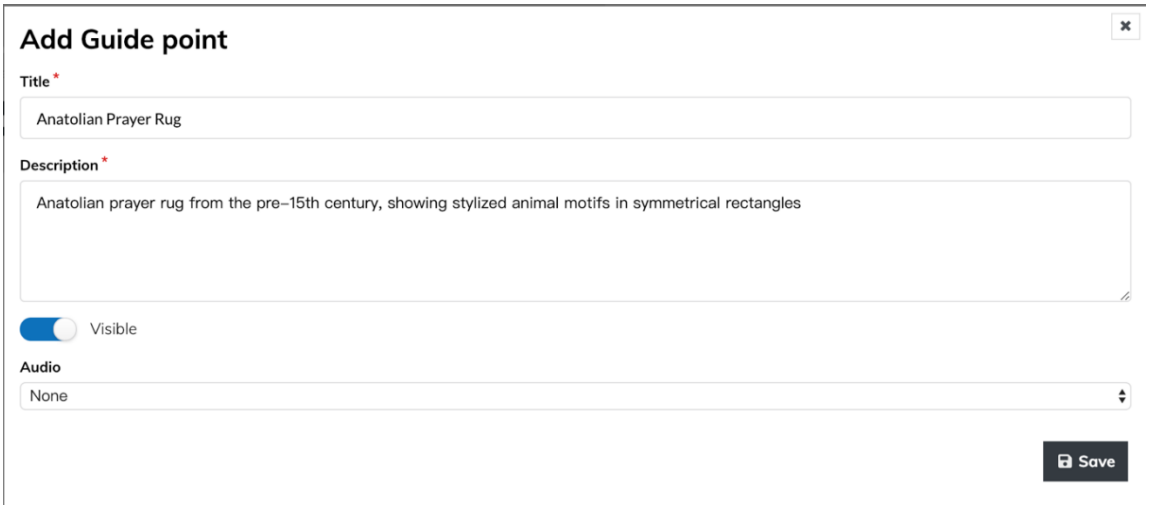


3. Place your text on the wall. To change the position, orientation or size of the text, you can click the corresponding icon above.

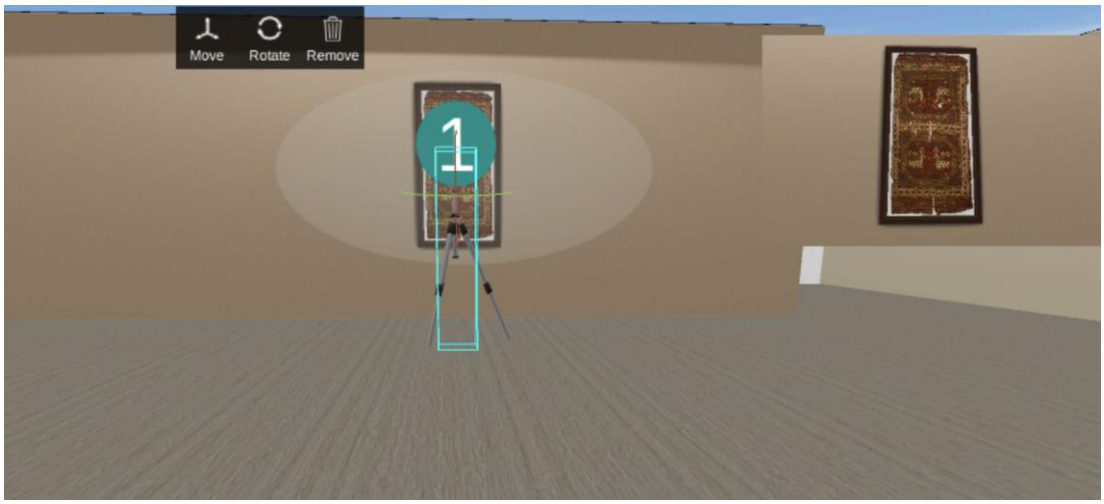
Plan a Guided Tour:

(This is the route in which your visitor will experience the exhibit)

1. Click on the “Add a guide point” button and provide a title and a description.

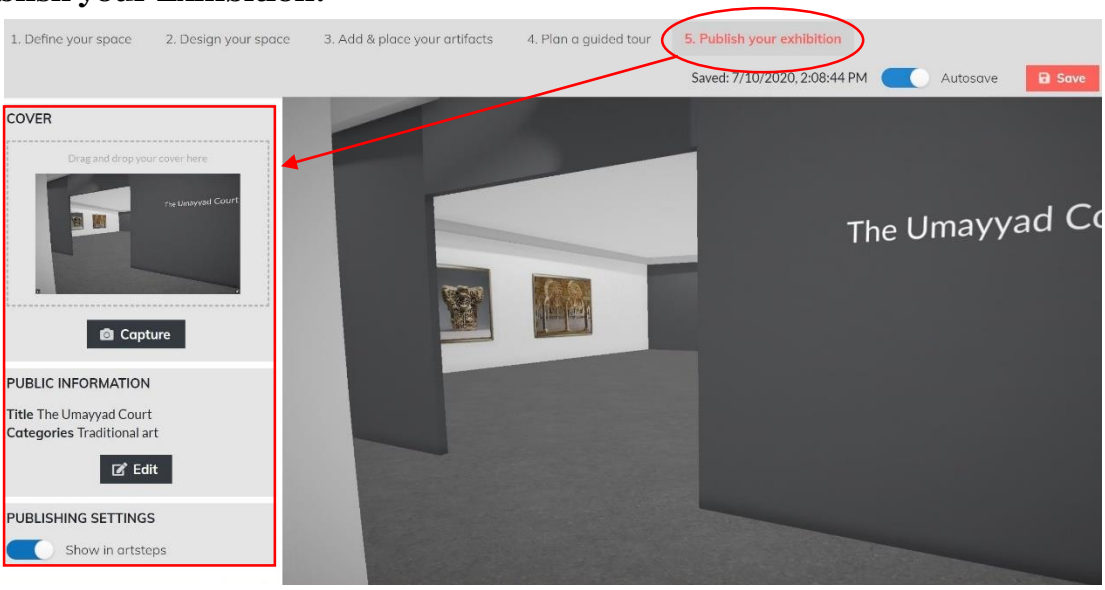


2. After you save your newly created guide point, select it and place it in the 3D space. To rotate or move it, you can select the corresponding icon above. Please note that you cannot scale a guide point.



3. The preview screen that appears after you select a guide point can help you see what your visitors will see.

Publish your Exhibition:



1. Select “Publish your exhibition” and fill in the information required (including a cover photo and the public information, which includes your title).
2. Remember to select “Public Exhibition” under Admission in order to allow others to view your exhibition.
3. Click “View” on the top right-hand corner and then you can experience your own virtual exhibition. The link displayed in your URL bar can be used to share your exhibit (and submit it to Prof. Lastra).
4. Go to “Profile” from the main menu to see a list of all of the exhibitions you have created. From there you can click “edit” exhibition to resume work on your project.