

## Creating a Basic Simulation

*This guide shows you how to make a single-view simulation with a few effects.*

Click **New**



Enter a sim name and choose photo from disk. On mobile device you can take a picture with your camera.



Add an element. Click on the **+** button to open the catalog of effects. Choose the effect you want. For longer lists, scroll by clicking and dragging upwards.



Click on the effect and drag it into position with your mouse or finger. Use the slider in the bottom left to adjust the size. Click and drag the circular arrow to rotate the effect. When finished, press the **DONE** button.



To preview what the sim looks like after adding an effect, press the **>** (Play) button.  
To return to editing mode, press the **BACK** button



To change the front-to-back visual order of multiple effects, click on the down or up arrow when editing an effect. The down arrow (as shown) moves an effect behind the next effect in line. The up arrow brings an effect forward (towards the viewer)



If the number of effects on the screen makes it difficult to click on the one you want to edit, you can use the **Selection Rotator** button (illustrated) to cycle through the effects until you reach the one you want. You can then click on that effect to edit it.



## Changing Effect Characteristics

Each effect can be changed as to color, speed, opacity, etc. This guide shows you how to access and change an effect's properties/characteristics.

Click on **Edit**



Select the simulation to edit



Select an effect to edit by clicking on it. If an effect is behind other effects, use the **Selection Rotator** to isolate it, then click on the effect. To change an effect's characteristics, click on the **pencil** button and choose from the menu.



For most characteristics, a slider will appear that allows you to increase or decrease the value. For a more precise adjustment, a number value can be entered in the box.



Set the **"Hide Other Elements"** switch to **Yes** if you want to temporarily hide all the effects except for one you are editing.



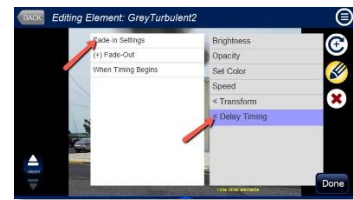
When finished, click the **DONE** button. All changes are saved automatically.



## Timing Effects to Fade-in or Fade-out

All effects can be set to fade-in (appear) at a given time and most effects can also be set to fade-out (disappear).

Open the simulation in Edit mode. Choose the effect to add fade-in or fade-out timing. Select the pencil button and click on “**Delay Timing**”, and “**Fade-in Settings**”



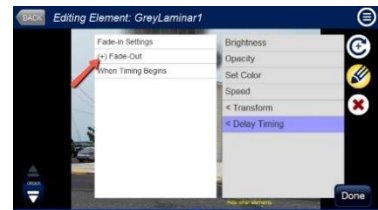
Two sliders will appear – **Fade-in When** (meaning when should the effect start to appear) and **Fade-in Duration** (meaning how long should it take to become fully visible). You can use the sliders to set values or type a value (in seconds) in the corresponding box above the slider.



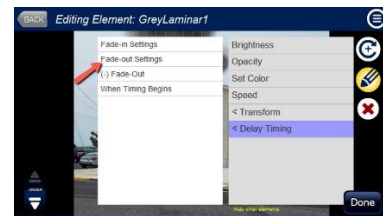
Click on the **DONE** button, then click the > (PLAY) button to test the fade-in



To have an effect fade-out, choose the effect then press the pencil button. Select “**Delay Timing**”, and “**(+) Fade-Out**”.



A new item called “**Fade-out Settings**” will appear. Click on “**Fade-out Settings**”.



Two sliders will appear – “**Fade-out When**” and “**Fade-out Duration**”. Use the slider to set the value, or type desired value into the corresponding box above the slider. Click **DONE** when finished editing the timing for this effect.



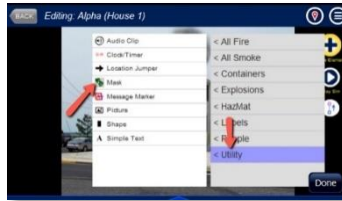
From the menu, choose “**Show Location Timeline**” to see the sequence and timing (in seconds) of all fade-ins and fade-outs at that location.



## Masking Effects

Masking smoke and fire creates a 3-dimensional effect by making them look like they are coming from behind or inside an object such as a building or, as shown in the example below, from the roof of the building. Although masking requires some practice, it is a skill that is easily mastered.

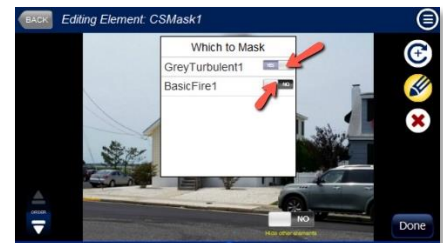
Click on **"Add Effect"** and choose **"Utility > Mask"**.



A mask effect appears as a diamond in the corner of a square border. To edit a mask, click on it. (Because a mask is an effect, you can also use the Selection Rotator to isolate it from other effects and then click on it.) Once selected, you can click and drag to move it to the area you want to mask (i.e., below the roof line in the picture).



Next, click on the pencil button and then click on **"Which to Mask"**. Select **YES** for all the effects that you want the mask to apply to.



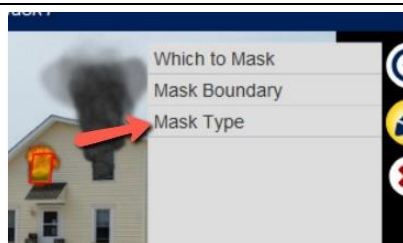
Click on the Pencil button again and choose **"Mask Boundary"**. Move grab points (circles) by clicking and dragging them (or nudging them using the keyboard arrow keys). To add grab points to the mask shape, click on the (+) button on the left. To remove grab points, click (-). Note: In the picture, the mask will cover and hide the effects below the roofline.



Click **DONE** and then > (Play) to see if the mask correctly hides the effects you selected. If you need to make adjustments to the mask, return to editing the mask.



To block out effects OUTSIDE the shape such as when showing fire or smoke inside a window or door, click the Pencil button and select **"Mask Type Portal"**. Click pencil button again and select **Mask Boundary**. Adjust mask to fit shape using grab points (circles).





## Making Multiple Views and Walkarounds

*Add and connect multiple views in your simulation.*

To add a new slide/location to a simulation, click on the Locations menu and choose “**New Location**”. On the following screen, enter the new location name, then click on the **Set Background** button to load your photo.



Note: Below the **Set Background** button is a list of all the existing locations. If you want to copy all the effects from an existing location into the new location, click on the existing location. SimsUshare will place the existing location's effects in the same spot on the new background picture. Press **CREATE** to make the new location.

The new location opens in editing mode. The name of the new location now appears in the title of the screen (“Bravo”, in this example). Note in the picture that the effects from the Initial Location were copied to it—you will need to move, resize, or remove them to suit the new location.



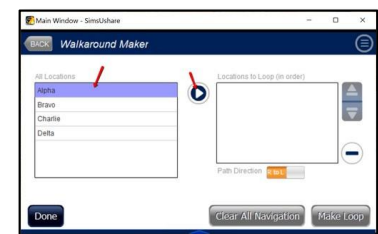
Each new location you make will be added to the end of the Locations menu. To edit a location, click on it. (Note: You may need to press and drag the menu upwards to see all the locations you have created.) Press the “Edit: (Location Name)” to edit that location's effects.



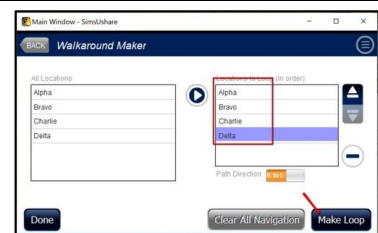
The first location created when you make a sim is called “Initial Location” by default. If you want to change the name of a location, select “**Rename Location**” from the Locations menu, then follow the prompts.



With two or more locations, you can make a “walkaround” by clicking on “**Walkaround Maker**” in the Locations menu. All your locations appear in the box on the left side.



Move locations in the order (clockwise) you want to the Locations to Loop box by clicking on the location name, then the (>) button. Use the up and down arrows to rearrange the final order of the locations if needed. Click on the **MAKE LOOP** button to create the walkaround arrows.



## Copying and Pasting Effects

*Copy effects that you want to use multiple times in either the same simulation or across simulations*

To copy a single effect, go to Edit simulation then select the effect.  
Note: SimsUshare preserves any changes you made to the effect.



In the menu, select **“Copy Effect”** (or press Ctrl-C [Windows] or Command-C [Mac]).



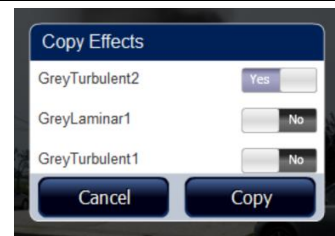
Go to the location in which you want to paste the effect. In the menu, choose **“Paste Effect”**.



To copy multiple effects into your clipboard, instead of editing each element, choose **“Copy Effects”** from the menu on the main edit screen.



A box will appear asking which effects to copy. Select each effect (Yes) you want to copy into your clipboard.



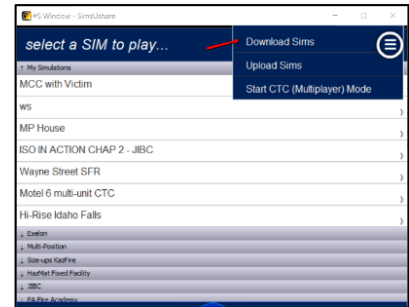
Go to the location in which you want to place the effects and select **“Paste Effects”** from the menu.



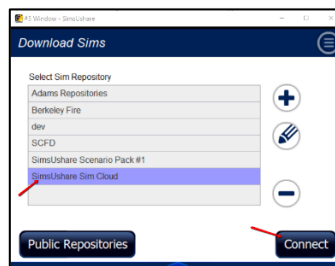
## Downloading Simulations from SimCloud Server

The Sim Cloud is a private storage area for your simulations which gives you the ability to easily share simulations with your Department. You can access (download and upload) your simulations either through the SimsUshare app or through the CTC Web app (<https://ctc.simsushare.com>).

Open the SimsUshare app and click **PLAY** or **EDIT**. In the menu, choose **“Download Sims”**



Select the Sim Cloud server, then press **“Connect”**. SimsUshare will ask you to enter your CTC credentials (login email and password). If you do not have CTC credentials, please contact your administrator.



The box on the left-hand side of the screen lists the simulations stored in your Sim Cloud account.

To download a sim, click on (highlight) the sim name on the left-hand box, then press the arrow “>” button. The sim will appear in the right-hand box. Add as many simulations as you’d like to transfer.

Click on the **“List Sims”** button to show the names of the simulations currently on your device.

If you have selected to transfer a sim that is already on your device, the system will ask you whether you want to: overwrite the sim on your device, or, create a copy. Select which option you would like.



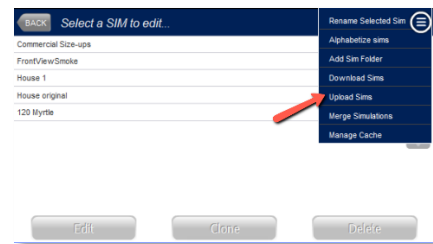
When you are finished selecting the simulations to download, click on **“Start”**. The system will package and transfer each sim and tell you that the transfer is complete.



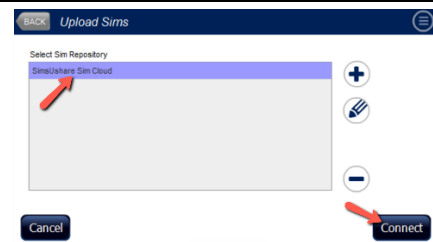
## Uploading and Emailing a Simulation

You can share simulations in many ways. Here we describe how to email a simulation for viewing.

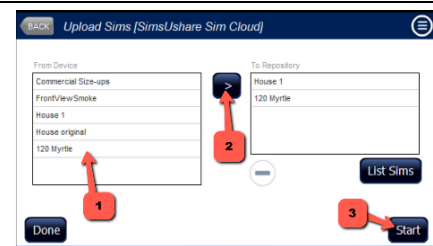
From the main SimsUshare screen, click on either **Edit** or **Play**, then choose **"Upload Sims"**



Select **"SimsUshare SimCloud"** and press **Connect**. You will then be prompted for your CTC login credentials.

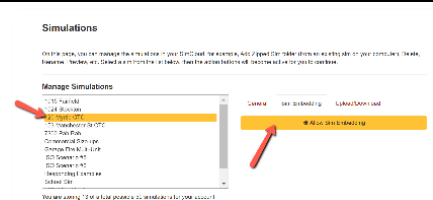


When your credentials are accepted, a screen will appear that allows you to upload sims you select to the cloud. On the left side of the screen are sims on your device. Note: You may need to click and drag upward with your finger or mouse to see all the sims listed. Select a sim and click on the arrow (>) button to transfer it to the box on the right. When you are finished selecting all the sims you want to upload, press **"START"**

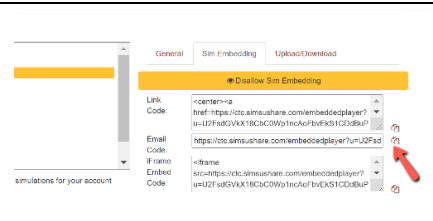


Log into your CTC account at <https://ctc.simsushare.com> and go to the "Simulations" tab.

Select a sim you want to make accessible for emailing/embedding, then press the **"Sim Embedding"** tab. Finally, press the "Allow Sim Embedding" button.



SimsUshare will present three boxes with links you can copy. For emailing a sim, use the middle box (marked Email Code). Press the documents icon on the right of the box to copy the link into your clipboard.



Compose your email and paste the link in place.

