# PenPower WorldCam User Guide

PenPower WorldCam allows you to create your own online virtual tours to reproduce the beautiful spaces and sceneries you ever had.

Create an Online Virtual Tour **Upload Panoramas** Panoramas Combination Edit the Tour Add Tags in the Panorama View the Online Virtual Tour **Establish Tour Guide** Share Your Online Virtual Tour

### **Create an Online Virtual Tour**

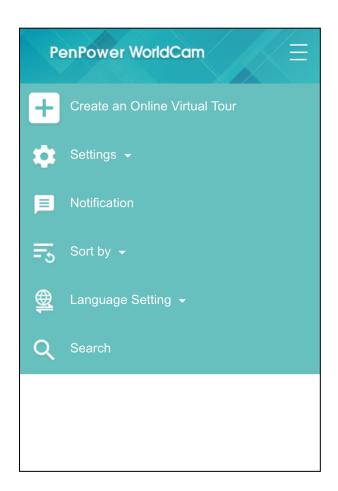
After login WorldCam platform, you can create the online tour on the main page. Tab the 1.

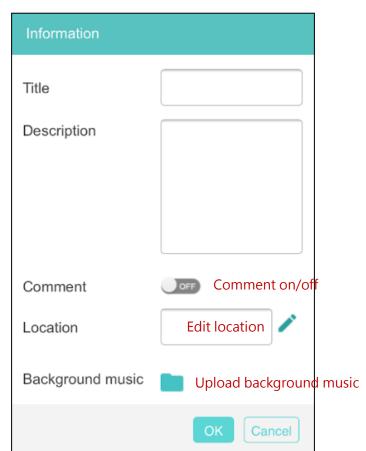


十 建立全景等等 in the upper right hand corner of the screen to create an online tour and then input the details. After that, you can tab the [OK] to confirm. If you would like to delete an online tour, please tab 🔳

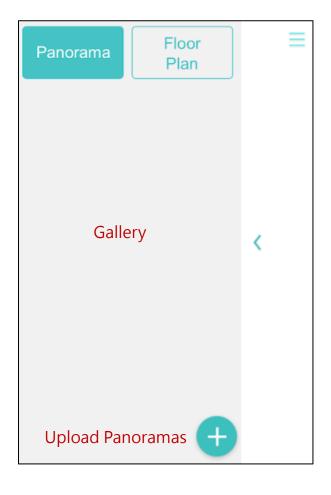
Tips: You can turn on comment function, upload background music and add location when you create an online tour. Of course, you can change anytime.

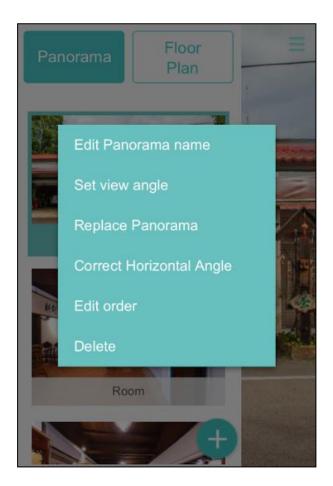
Tips: Please type the address on the search bar when you add location information.





2. After the online tour is created, you will see the edit page. The left side is the panorama gallery, and the upper right side is the editing toolbar.





### **Upload Panoramas**

1. Please select [Panorama] at the top of the gallery Panorama and tab on the below to start uploading the panorama.

# Tips: You can use \( \) to close the gallery, so you use full screen to do editing.

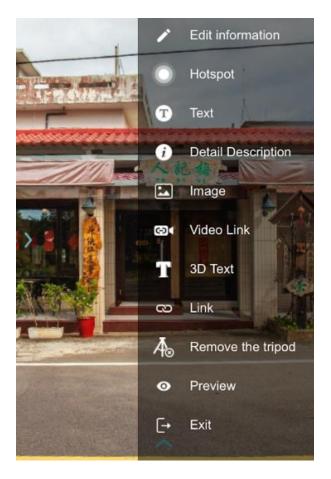
- 2. Each panorama should have a meaningful name as it is easy for you to manage. You can do it before uploading. Or, you can do it after uploading. You can tab the gallery's panorama to select [Edit Panorama Name].
- 3. Drag panoramas to change the ordering.
- 4. You can tab [Floor Plan] Panorama Floor plan at the top of the gallery to change Floor Plan mode. Then, tab at the bottom to upload the floor plan. The floor plan can help the viewers to clearly know the location of each scene distribution, and provide a better user experience.
- 5. After uploading the floor plan image, you can adjust the blue frame on the screen, drag and drop the four borders to expand / reduce the area of the floor plan display, tab button to rotate the floor plan; or tab to expand the blue frame the most.



#### **Panoramas Combination**

After all the panoramas have been uploaded, we recommended that you can do the linking.

- 1. Please confirm that you are under the [Panorama] mode. Select panorama and adjust to the right position that will build the connection. For example, drag the entrance panorama and rotate to the entrance. Then, tab to select. You need to select a panorama that will move to.
- 2. A light blue dot will add on the scene, which is connection between two panoramas. Under the viewing mode, the scene is switched by tabbing this dot. Please drag the hotspot to the right position.





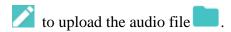
- 3. For remaining panoramas, you can repeat the step 2 to complete the linking.
- 4. Tab the dot to do edit or delete.

Tips: Tab and use the arrow to fine-tune distance.

- 5. If you need add a floor plan, please go to the [Floor Plan] mode Panorama Plan . Tab and select to mark the position of each panorama onto the floor plan, and then drag it to the correct position.
- 6. After the scene has been marked on the floor plan, please tab to confirm the direction. You can see the small floor plan in the upper left corner with a direction indicator that indicated what direction of the scene. If the direction is wrong, please go back to the [Floor Plan] mode to do adjustment.

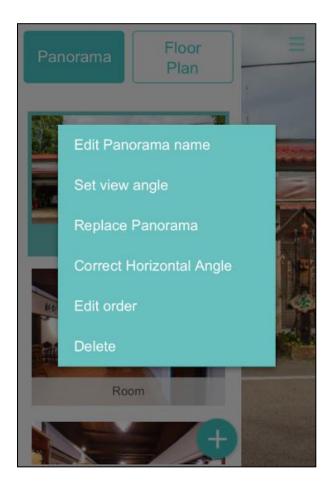
Tabbing the tag to select in the upper right corner. Then use to adjust the red direction indicator to the correct direction and press [OK] to save it.

- 7. Please repeat the above steps to complete the basic panoramas combination
- 8. You can add background music to enrich and enhance the user experience. Please tab and select



#### **Edit the Tour**

In each scene, you can insert a variety of tags, such as text, multimedia, and 3D models, to explain the scene. Before starting edit, you should set the browsing behavior for each panorama. Please select a panorama at the **Gallery** and tab the left button to open the menu.

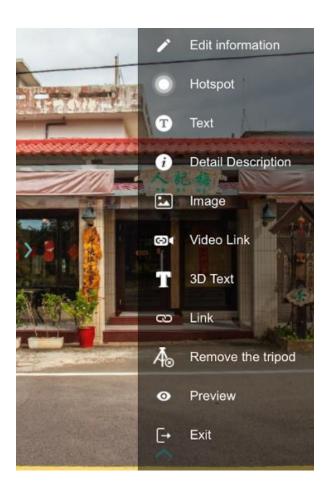


- Set the initial viewing direction: The initial viewing scene is the first image that viewers enter the online tour and the rotation start from here. Adjust the angle and direction that you preferred, then left tab the panorama to select [Set view angel] and save the settings.
- **Replace Panorama**: Change the current panorama.

- **Blur privacy area:** If there are sensitive information cannot show, such as car license plate or human face, you can use this feature to partially blur that section. You can drag the blur toolbar to adjust the size, and then draw on the screen.
- **Filters:** You can apply a different panorama filter effect here, or adjust the brightness and contrast of the panorama.
- **Correct Horizontal Angle**: If you find that the horizontal angle of the panorama is offset, you can use this function to make adjustments.
- **Edit order:** Change the panorama ordering.
- **Delete:** Delete this panorama.

### **Add Tags in the Panorama**

You can tab to insert tags. Here are tags insert instructions:



• Add Text Description Detail Description : You can insert text or multimedia content to introduce the special sceneries of the scene. For example, you can add the tag to mark the monument with the history description in the memorial park. Please drag the tags to the correct position. You can right tab the tag to edit the information, or delete it.

# Tips:

- 1. Tab / to edit the content.
- 2. Tab to delete the tag.
- 3. Tab and use the arrow to fine-tune distance
- 4. Tab other space, back to non-editing mode •



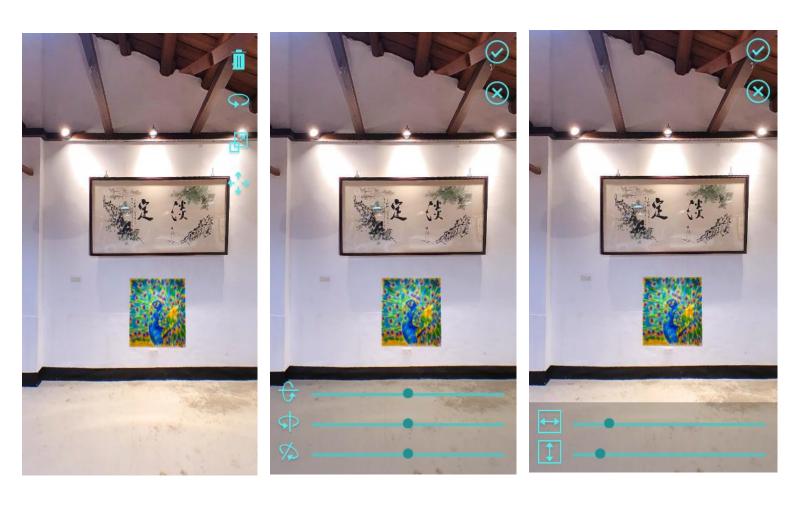


• Add Image Video Link Video V

# Tips:

- 1. Tab to delete image, video, video links.
- 2. Tab o rotate image, video, video links. Using do vertical rotation. Using do depth rotation.
- 3. Tab adjust the scale.
- 4. Tab And use the arrow to fine-tune distance

5. Tab other space, back to non-editing mode •



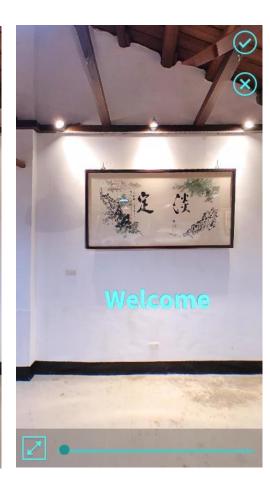
• Add 3D Text: You can insert 3D text on the scene and then type the wordings. Left tab the 3D Text to select edit, delete, rotate, scale and movement in the upper right hand corner of the screen.

# Tips:

- 1. Tab odit 3D text.
- 2. Tab to delete 3D text.
- 3. Tab o rotate 3D text. Using o do horizontal rotation. Using o do vertical rotation. Using to do depth rotation.
- 4. Tab adjust the scale.
- 5. Tab and use the arrow to fine-tune distance
- 6. Tab other space, back to non-editing mode.







• Add URL : You can insert web page URL on the scene and type the URL and content. Under the viewing mode, tab the URL tag to pop-up the content, and then tab to open the webpage.





Tips:

- 1. Tab o edit the content.
- 2. Tab to delete tag.
- 3. Tab and use the arrow to fine-tune distance.
- 4. Tab other space, back to non-editing mode.
- Add Tripod Logo Normally, there is a tripod trace left on the panorama bottom because we will use a tripod to fix the camera. You can insert a logo to cover it to make the panorama looks better. You can upload two extra icons as logo. Please note the extra images will be only used in this tour.

# Tips:

- 1. Tab o edit tripod logo.
- 2. Tab to delete tripod logo.
- 3. Tab adjust the scale the logo.
- 4. Tab and use the arrow to fine-tune distance.
- 5. Tab Apply All to apply selected image to all panorama.
- 6. Tab Delete All to delete all image from all panorama.
- 7. Tab other space, back to non-editing mode.







- Add Panorama Video You can insert panorama video in the panorama. Before uploading the video, you should preview it and decide the initial viewing angle. Under the viewing mode, panorama video will be played first if the panorama has it.
- **Preview** : Preview current online tour.
- Exit : Back to main page.

Tips: You cannot import the 3D model under mobile editing mode, but you can edit existing 3D model.

- 1. Tab edit 3D model.
- 2. Tab to delete 3D model.
- 3. Tab o rotate 3D model. Using to do horizontal rotation. Using o do vertical rotation. Using to do depth rotation.
- 4. Tab adjust the scale.
- 5. Tab and use the arrow to fine-tune distance
- 6. Tab other space, back to non-editing mode •

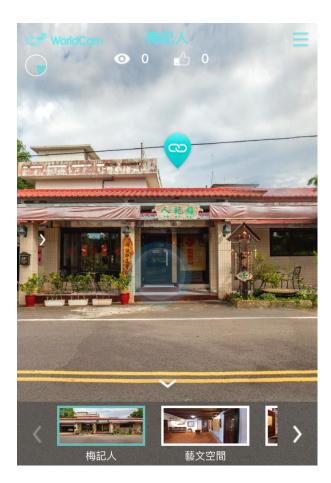
#### **View the Online Virtual Tour**

During editing, you can tab to select to preview anytime. When you view the online tour, please use single finger to rotate the angle and two fingers to zoom in / out the screen. And, you can tab the tags to open the content. If there is the floor plan, you could tab the Hotspot to switch the scene.

Under the viewing mode, you can tab in the upper right hand corner of the screen to open the menu. Here is the function summary:

- 1. Tab to switch to full-screen mode. Tab in the upper right hand corner of the screen to level full-screen mode.
- 2. Tab to turn on/off background music if you added.
- 3. Tab to view the online tour information.
- 4. Tab to leave comments. The platform's main page has the notification if there is a comment. Tab

- in the upper right hand corner of main page to read and manage. Tab to delete inappropriate comments.
- 5. Tab to enable changing the viewing angle by turning the phone.
- 6. Tab to switch VR mode. Please view the online tour with VR glasses.

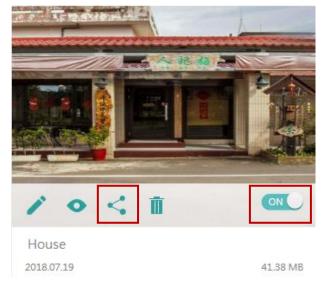




# **Share Your Online Virtual Tour**

When the online tour is created, you can share the online tour to others.

- 1. Tab of in the main page to enable the sharing function.
- 2. Under viewing mode, Tab to share it via various social community media or the link.
- 3. Tab on to stop sharing.





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