

## Avatar Creation step-by-step

Plug in headset w mic

Launch FIREFOX

Go to voki.com

Click CREATE

1. Choose your character by using arrows to change category and options within each category

2. Customize Your Character using the menus to the right and below your avatar. Click green 'Done' button when finished

3. Set a Background. It should reflect your character

4. Give It A Voice:

\*Mic controls: control is on the cord. Red light should be solid. If light is blinking, press the silver 'Logitech' button. Press the + to raise the volume.

\*In voki, click the microphone icon. A small pop up window will open. Click the 'allow' button and then close

\*Now you're ready to record. Get your script ready. Click Record and speak into the mic. Click Stop when you're finished and the program will automatically play the recording back for you. If you want to record again, just Click on record and it'll record over your old one. If you're happy with your recording, click Save and Done.

When you're finished and ready to save your project, click on Publish. Name file with your first name, last initial and class period (JohnR period3), enter

Click 'No Thanks' to the question and then a pop up window will open to say that your avatar has been saved. Close this window. You will then see important info for retrieving your avatar. You MUST save this info to a separate file.

Copy and paste both the html code and the URL that voki provides into a Word doc. To the Word doc, add your name, the title of your book and the character that you featured for your avatar. Save this doc (Last name, Quesenberry avatar, period X) in the: Share Drive, Library folder, Quesenberry voki folder.