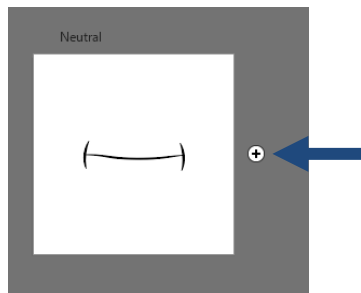


Creating Lip Sync Graphic Symbols

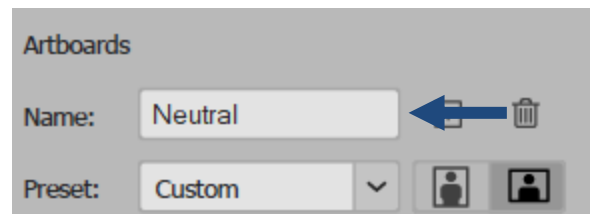
Starting in Illustrator to create all the shapes

Create a new Illustrator file sized to fit the mouth shape. (If the character is drawn in Illustrator, copy the mouth layer to a new file and size the artboard down to fit drawing.)

1. Use the Artboard tool to resize the artboard and create 11 more artboards.
 - a. Use the Plus button next to the artboard to duplicate it.



- b. Use the Name field in the Properties panel to name each artboard.

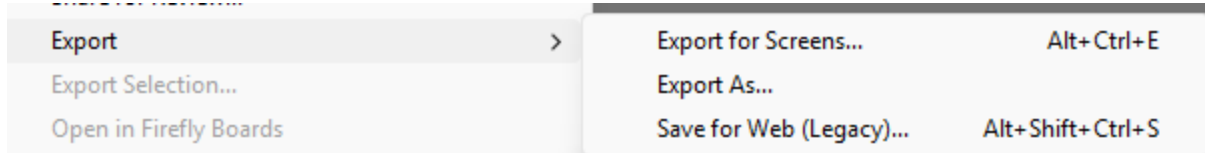


- c. Name each with the following names:

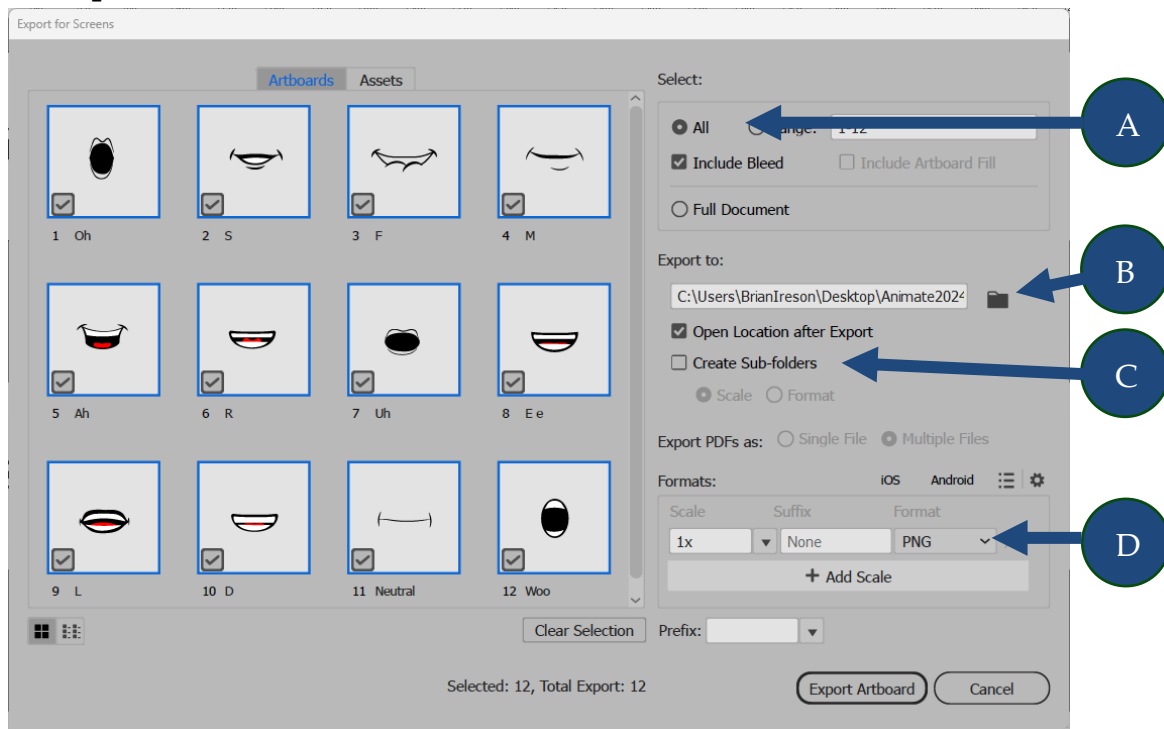
- | | |
|-----------|-------|
| • Neutral | • M |
| • Ah | • Oh |
| • D | • R |
| • Ee | • S |
| • F | • Uh |
| • L | • Woo |

2. Create 11 more layers. (Use same naming convention for the layers.)
3. Select the mouth shape, duplicate it and move each to its own layer and artboard.
4. Modify each mouth to mimic the appropriate shape for each sound. Use a lip-syncing chart from an online search to help define the mouth shapes.

5. Export the drawings using **File / Export / Export For Screens**



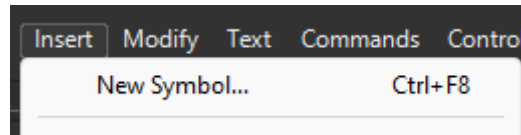
6. In the **Export** window:



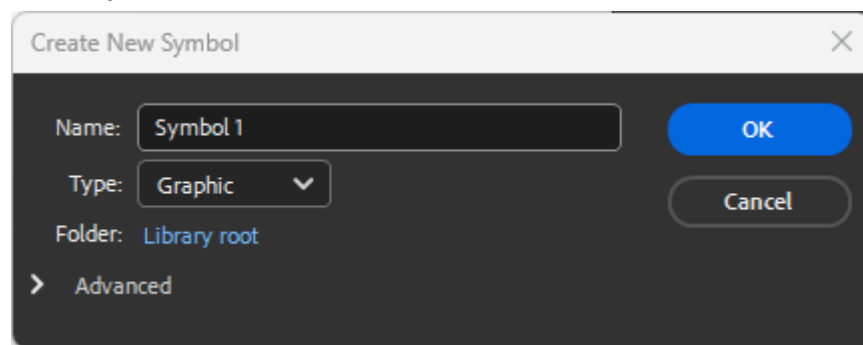
- Choose *All* in the Select area.
- Set the location where the files will be saved to by clicking the folder icon.
- Consider creating a sub-folder for the files in the folder location.
- Choose the format for the exported images. Since there is transparency in the files, use *PNG*.

In Animate:

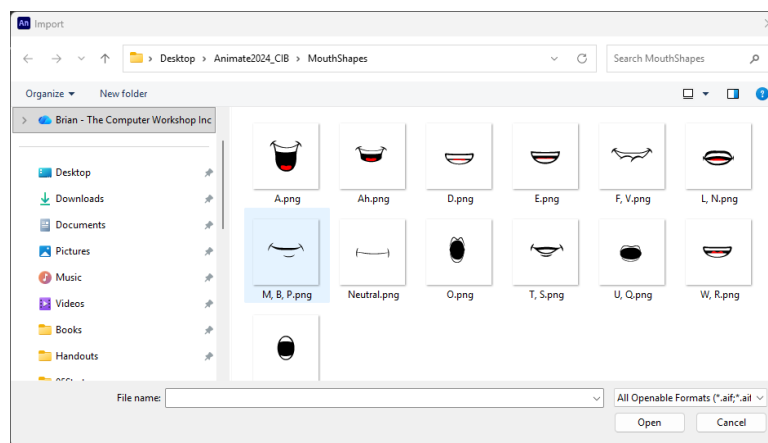
1. Create a new symbol by going to **Insert / Create New Symbol**. (CTRL / CMD +F8)



2. In the **Create New Symbol** window:



- a. Name the symbol.
 - b. Select Graphic from the Type field drop-down. (*This must be a graphic symbol.*)
3. Open the newly created symbol by going the to **Library** panel and double-clicking the symbol icon.
 4. Import the mouth shapes by going to **File / Import / Import to Stage**. (CTRL / CMD + R)
 5. In the **Import** window:

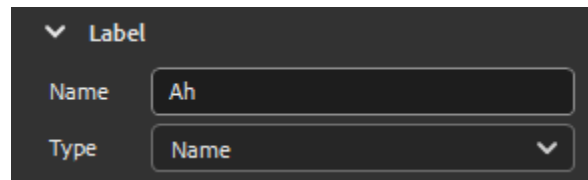


- a. Located the mouth shape files exported from Illustrator.
- b. Select them all and click the **Open** button.

6. In the symbol, right-click the images and choose **Distribute to Keyframes**.
(CTRL / CMD + Shift + K)

Break Apart	Ctrl+B
Distribute to Layers	Ctrl+Shift+D
Distribute to Keyframes	Ctrl+Shift+K

7. Arrange the image frames to be in this sequence:
- Neutral, AH, D, Ee, F, L, M, Oh, R, S, Uh, Woo
 - It may be necessary to add and remove frames to accomplish this.
 - Leave no blank frames or keyframes when finished re-ordering.
8. Add a new layer above the keyframed images, name it Labels. (Name can be anything.)
9. Add keyframes to each frame above the images. (F6)
10. Use the shape sound to name each keyframe of the Labels layer by using the Name field on the Properties / Frame panel.



11. The symbol is ready to use for lip-syncing.

Remember to associate each mouth shape to the appropriate sound in the Lip Syncing window by clicking each sound thumbnail.

