

The logo for CURIO, featuring the word "CURIO" in a white, sans-serif font. The letter "O" is replaced by a blue circle with a white outline. The logo is set against a dark blue rectangular background.

CURIO

Exhibition Design Software

# USER GUIDE

Version 1.0

# Contents

Product Overview: What is Curio? .....	2
<u>Part 1 - Getting Started</u> .....	3
Key Concepts .....	3
Getting Set Up .....	5
Creating an Account .....	5
Logging In and Out .....	6
Navigating the Curio Website .....	7
Curio User Interface Overview .....	11
My Projects Page .....	11
Analytics Page .....	13
Screens Page .....	14
Curio Player .....	14
<u>Part 2 - Creating Your Project</u> .....	15
Planning Your Project .....	15
Creating a New Project .....	16
Deleting a Project .....	16
Choosing a Hero Image .....	17
Choosing Languages .....	18
Adding Titles .....	19
Adding Highlights .....	19
Adding Overviews .....	21
<u>Part 3 - Customising Your Project</u> .....	23
Theme .....	24
Custom Themes .....	24
Interactive .....	25
Highlights .....	25
Fonts .....	26
Buttons .....	27
Audio .....	27
<u>Part 4 - Previewing Your Project</u> .....	28
<u>Part 5 - Licensing and Publishing Your Project</u> .....	29
Licensing .....	29
Publishing .....	30
<u>Part 6 - Using Analytics</u> .....	31
Where to Find More Help .....	31

# Product Overview: What is Curio?



Curio is an online exhibition design software program and publishing platform that allows museums, galleries, and cultural institutions to independently construct interactive exhibitions.

Curio can be used for various types of exhibition design but works particularly well for crafting object-based touchscreen experiences, presented in touchscreen format within the exhibition space. The software allows you to create and publish content without specialist technical skills.

Developed by a collaborative team of New Zealand-based software developers with experience in the museum sector, Curio fills a gap in the market for exhibition creators in need of an easy-to-use, self-directed digital curatorial tool. You have complete control over every aspect of creation, with additional support from Curio as needed.

Curio helps you build an exhibition around a “hero image” – the focus of your exhibition. Exhibition content can include images, videos, audio, and text. Designs are also highly customisable, allowing for different layouts and languages. Curio also provides you with built-in analytics that let you measure different types and levels of visitor engagement with the content once it’s been published and put into action.

In the creation stage, the software is free and fully accessible to all users. You only pay a licensing fee when you’ve completed your Curio exhibition and need to publish it. Fees for accessing and using the Curio publishing platform are determined according to the number of screens (usually touchscreens) to be used in the exhibition space.

# Part 1 – Getting Started

## Key Concepts

**Analytics** This feature allows you to measure the nature and degree of different types of visitor engagement with a project’s interactives, including which components of media or content are accessed by visitors; the relative popularity of objects or stories; or the duration of a visitor’s engagement with a particular piece of content. This data is generated by the software and accessible in the Analytics Page of the Curio user interface. Analytics are there to help creators obtain information about types of visitor interaction with the project, assess the relative success or failure of different elements of the project, and decide if adjustments are required to produce desired results. An optional element.

**Content cards** The cards that contain additional information about elements within your interactives. For example, the content card for a highlight within an interactive can contain content about that highlight in the form of text, images, audio, or video. The visitor will see this card displayed when they click on the highlight on-screen. For an example of a content card see p. 26.

**Curio exhibition design software** The Curio exhibition design software program hosted on the Curio website.

**Curio Player (or Curio Publisher Player)** Software that allows your host computer and/or screen(s) to run your project. Curio provides you with access to software downloads for both Apple and Windows systems. For information on how to obtain and set up Curio Player see the Screens (My Screens) Page section under Part 1.

**Curio user interface** The various elements of the Curio design program, including pages, menus, and buttons. Curio’s user interface consists of three pages: My Projects, Analytics, and Screens.

**Curio website** The brand’s website, which hosts the Curio exhibition design software program and publishing platform. The website also contains several additional resources for users, including guidance and tips in the form of written instructions and videos, licensing pricing information, and contact and troubleshooting information.

**Customisation** You can adjust various aspects of the project (such as fonts and colours) to suit the individual project and brand requirements of the specific institution for which your project is being created. Curio provides users with additional guidance and tips on customisation and its features at <https://www.curiopublisher.com/tips/2018/7/18/customise>. An optional element.

**Hero Image** The image to be featured as the centrepiece of your exhibition project. This is an image of an individual object or group of objects (such as a painting, artefact, document, or map) that forms the focal point or central subject of your exhibition. It will be the first image of the project with which the visitor interacts.

**Highlights** The aspects of the exhibition object that are the most important or interesting for the visitor to know about or understand. An optional element.

**Interactive(s)** The individual page(s) of your project. An individual page of content within the project, or the page(s) that visitors interact with and navigate through on the screen.

**Licence/Licensing** You are required to purchase a licence to publish a project. Licensing fees are priced according to the number of screens you want to be in use (or "live") at a single time. For information on licensing fees see Part 5.

**Overview** The contextual information you provide about an object or group of objects. For example, the historical period to which an object belongs; an alternative perspective about the object; content in another language; or alternative media such as music or poetry. An optional element.

**Preview** The feature that lets you preview the project before completion and publication, to get a clear idea of what the visitor will see. Curio recommends that you preview the project on the same display screen to be used in the museum or gallery space, for a more accurate assessment of the visitor's experience.

**Project** The exhibition that you create using Curio exhibition design software, consisting of various interactives (or pages).

**Publishing** You will need to purchase a licence (see Part 5) to publish a project for use on a screen in the museum or gallery space. Curio Player software (see Part 5) must be downloaded to the computer that hosts the project for the project to be available on a screen.

**Screen** The computer screen or display screen (usually a touchscreen) that hosts and/or displays the project and is used by visitors to interact with its content. The screen's operating device requires Curio Player to display a Curio project (see Part 5).

**User(s)** The project's creators.

**Visitor(s)** The individuals who use and interact with the project on the screen(s) in the museum or gallery space.

# Getting Set Up

## Creating an Account

To create an online account go to [curiopublisher.com](http://curiopublisher.com).

There are two options for accessing the account creation page via the Curio website homepage ([curiopublisher.com](http://curiopublisher.com)):

1. scroll down the page and click **Curio is free to try - get started here**
2. navigate to the hamburger menu (three vertical lines) in the upper right corner of the page and click **Free sign up**

Note that Curio is hosted entirely online. You don't need to download any software to use the program. The only required software download (Curio Player) relates to the display of the final project (see Curio Player on p. 14).

Once you've created an account you'll see 4 items under the **Account** tab of the Curio user interface main menu:

- Profile
- Organisation
- Licence
- Log out

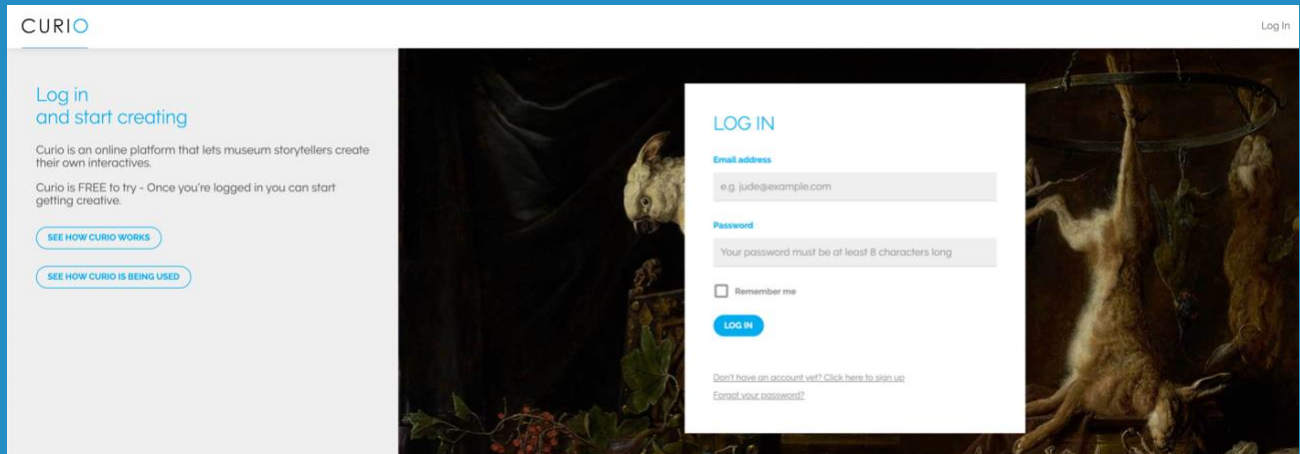
**Profile** takes you to the My Profile page, with fields to fill out to generate a unique online account profile (name, email address, and organization). This page also lets you change your account password.

**Organisation** takes you to the My Organisation page, with fields to fill out to record additional identification and contact information about your affiliated museum or cultural institution.

**Licence** takes you to the Licence Options page, with information about your current licensing status.

**Log out** allows you to log out of the program.

# Logging In and Out



Log In page.

Once you've created an account you can log in and out of Curio with your chosen credentials.

Log in via the **LOG IN** tab in the ribbon menu at the top of the Curio website homepage: you'll be prompted to enter your email address and password, and click **LOG IN**. You have the option to click a **Remember me** button, which asks the browser to record your log in credentials for future ease of entry into the software.

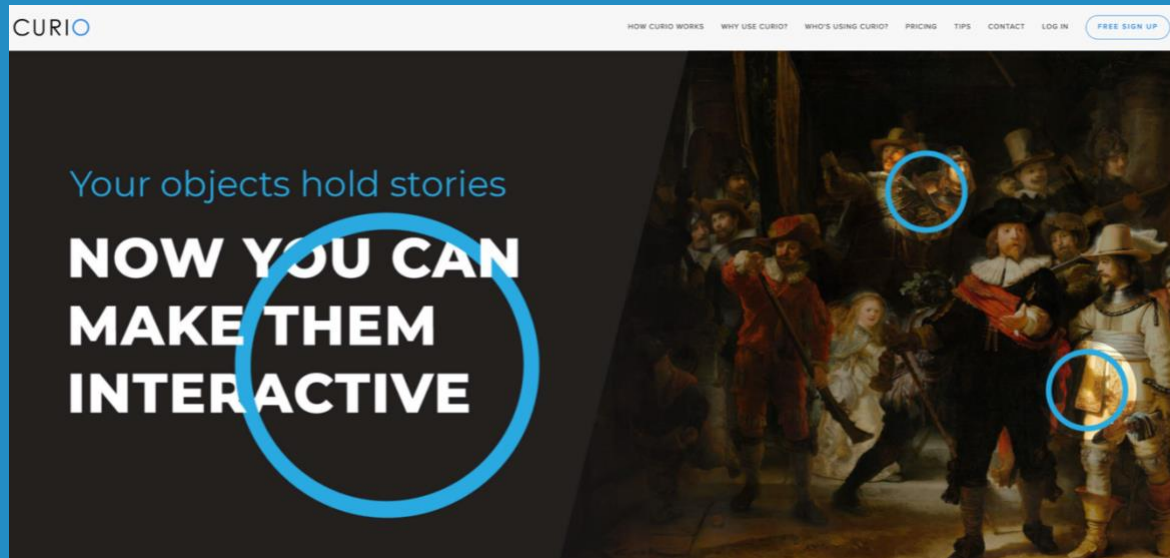
Logging in takes you directly to the My Projects page, the first page of the Curio user interface.

Once inside the Curio user interface you can **LOG OUT** via the Account menu tab, located in the upper right corner of the Curio user interface (visible only when you're on one of the following pages: My Projects, Analytics or Screens). You'll remain logged in to the program until you log out or close the browser.

The Log In page also includes links to additional Curio website content, via the following two buttons:

1. **See How Curio Works**, which opens the How Curio Works page
2. **See How Curio is Being Used**, which opens the Who's Using Curio page

# Navigating the Curio Website



Curio website homepage.

The homepage\* of the Curio website ([curiopublisher.com](https://curiopublisher.com)) offers you various links in a ribbon menu at the top of the page:

HOW CURIO WORKS  
PRICING  
LOG IN

WHY USE CURIO?  
TIPS  
FREE SIGN UP

WHO'S USING CURIO?  
CONTACT

## HOW CURIO WORKS

This link provides you with general instructions on how to use Curio exhibition design software.

## WHY USE CURIO?

This link provides you with information about the software program's use and reasons why other users have chosen it, including:

- to engage visitors
- to save money - no external suppliers needed
- to make changes at any time
- no technical skills needed
- to see what works
- to make another one

\* Note that the homepage's main menu displays differently on desktop, tablet, and mobile devices: on a desktop device it appears as a ribbon across the top of the screen; on a mobile device or tablet it appears in hamburger format (three vertical lines) in the upper right corner of the page.

## WHO'S USING CURIO?

This link provides you with a drop-down menu of various examples of projects created using Curio exhibition software, including:

- An interactive object label
- Visitor-generated content
- A collection of objects
- What's on today?
- Showing an entire art collection
- A visitor guide for a dispersed exhibition
- Examples for inspiration

## PRICING

This link provides you with full information on licence pricing. You'll need to purchase a licence in order to publish and make your project available to visitors in the museum or gallery space. For more information on licensing see Part 5.

CURIO

HOW CURIO WORKSWHY USE CURIO?WHO'S USING CURIO?PRICINGTIPSCONTACTLOG INFREE SIGN UP


PRICING

**FREE** - Curio is free to use, you only need a licence when you're ready to publish. So get started, sign up and start creating.

Curio pricing **depends on how many interactives you want live at any one time**. Each licence is for a 12 month period. If you want to buy multiple years in advance (e.g. for the duration of an exhibition) you can.

With a multiple screen licence, you can have the same interactive on multiple screens, or a different interactive on each screen. Your choice.

The Curio team also offer bespoke development, if you need something special, plus we can offer production services if you're simply too busy to create your own interactive. [Contact us](#) about either of these services.



Use Curio to show visitors what's on today.

NZD \$AUD \$USD \$EUR €

<b>\$5,000</b> SINGLE SCREEN LICENCE*	<b>\$12,000</b> FIVE SCREEN LICENCE*	<b>\$20,000</b> TEN SCREEN LICENCE*	<b>\$30,000</b> ENTERPRISE LICENCE*
<b>*Renewal is just \$2,500 per year.</b>	<b>*Renewal is just \$6,000 per year.</b>	<b>*Renewal is just \$10,000 per year.</b>	<b>*Renewal is just \$17,500 per year.</b>
One interactive live at a time.  Create an interactive and publish to a single screen for visitors to interact with.  <b>*Licence fee for Year 1 includes set up.</b>  Incredible customer support & guidance.  Upgrade your licence if you find you want more.	Five interactives live at a time.  Create interactives for up to 5 screens for visitors to interact with.  <b>*Licence fee for Year 1 includes set up.</b>  Incredible customer support & guidance.  Upgrade your licence if you find you want more.	Ten interactives live at a time.  Create interactives for up to 10 screens for visitors to interact with.  <b>*Licence fee for Year 1 includes set up.</b>  Incredible customer support & guidance.  Upgrade your licence if you find you want more.	Create interactives for up to 50 screens for visitors to interact with.  <b>*Licence fee for Year 1 includes set up.</b>  Incredible customer support & guidance.

Pricing page.

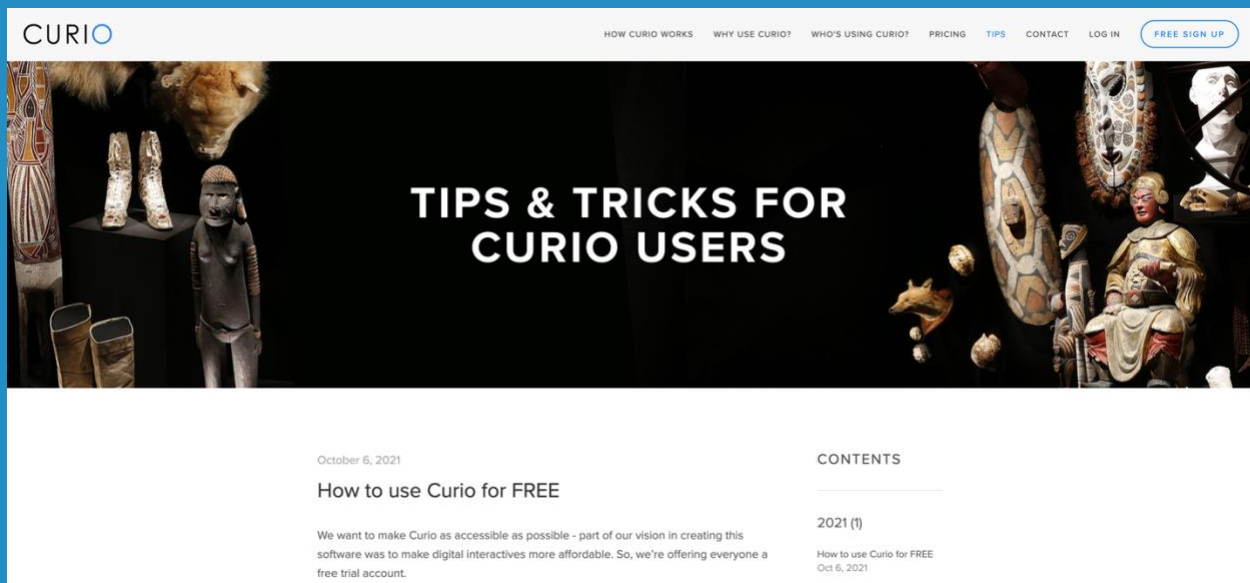
## TIPS

This link provides you with additional guidance on using Curio exhibition software.

Short articles address common user questions and concerns. Articles are listed vertically by date under a Contents menu on the right side of the page. Some articles include links to additional resources and guidance on related sub-topics.

Articles include (for example):

- How to use Curio for FREE
- How COVID has changed our audiences
- Technical specs and questions answered
- Keeping your touchscreen (publicly) clean
- Hardware options for your in-gallery experience
- Languages



Tips and tricks page (partial view).

## CONTACT

This menu item takes you to the Contact Us page, with a form to fill out and submit online if you have questions or comments.

## LOG IN

This menu item takes you to the Log In page. You'll be prompted to enter your log in credentials (email address and password) and click **LOG IN**.

## FREE SIGN UP

If you don't yet have an account you can create one by filling out the Sign Up form via this link. If you already have an account you can log in via a **Log In** button in the upper right corner of the page. This page also includes links to additional website content via two buttons:

**See How Curio Works**, which takes you to the How Curio Works page

**See How Curio is Being Used**, which takes you to the Who's Using Curio page

**CURIO** Log in

Sign Up to Curio

Curio is an online platform that lets museum storytellers create their own interactives.

Curio is FREE to try - Once you're logged in you can start getting creative.

[SEE HOW CURIO WORKS](#)

[SEE HOW CURIO IS BEING USED](#)

*«I rate both the Curio program and your service a 10 out of 10.»*  
— Curator Karen Stephens,  
The Wallingford Centre, Winton QLD

**SIGN UP**

First name  
First name

Last name  
Last name

Email  
Email

Password  
Password

Password confirmation  
Password Confirmation

[SIGN UP](#)

[Already have an account? Click here to log in](#)

Sign Up page.

## Homepage Footer

The Curio website homepage footer contains additional links for you on the following topics:

- Exhibition software
- About us
- Join our journey
- Keep up to date

**EXHIBITION SOFTWARE** links you to the Why Use Curio? page.

**ABOUT US** links to a page with information about the company and its founders.

**JOIN OUR JOURNEY** takes you to a page with an online form to complete and submit if you want to become an investor or partner.

**KEEP UP TO DATE** takes you to the Curio newsletter subscription page, with an online form to complete and submit.

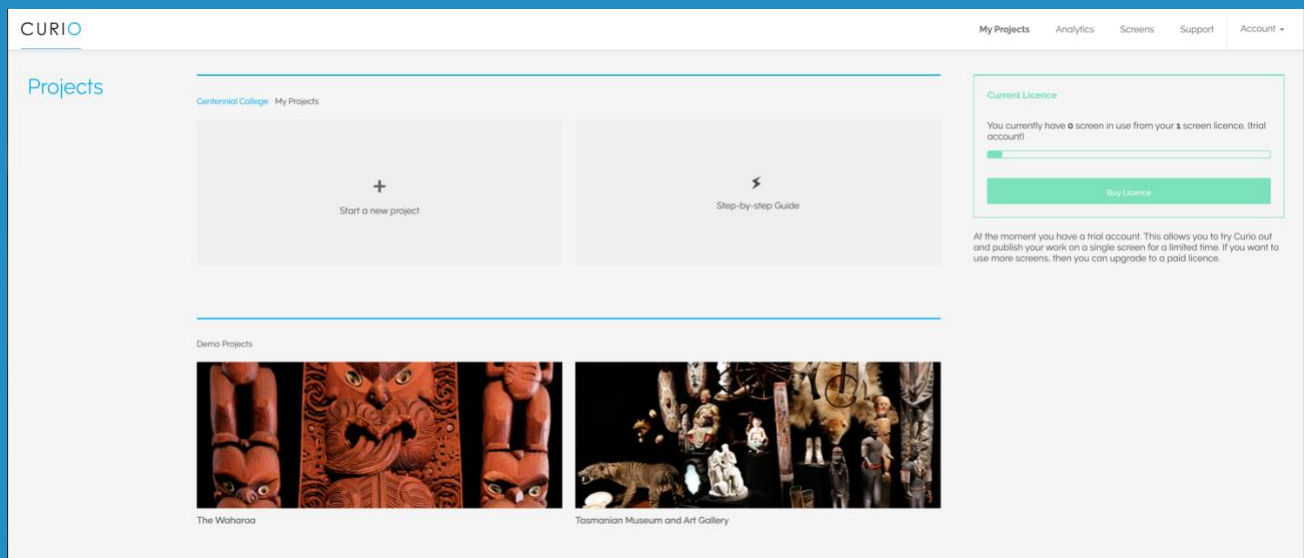
# Curio User Interface Overview

The Curio user interface\* has 3 pages\*\*:

- Projects (or My Projects)
- Analytics
- Screens (or My Screens)

The main menu of the user interface includes tabs for each of these pages, as well as a Support tab (which links to the Contact Us page) and an Account tab (which links to your account information). For information about accounts see Creating an Account on p. 5.

## My Projects Page



My Projects page.

The My Projects (or Projects) page is the first part of the project creation process. It serves as the homepage of the Curio user interface.

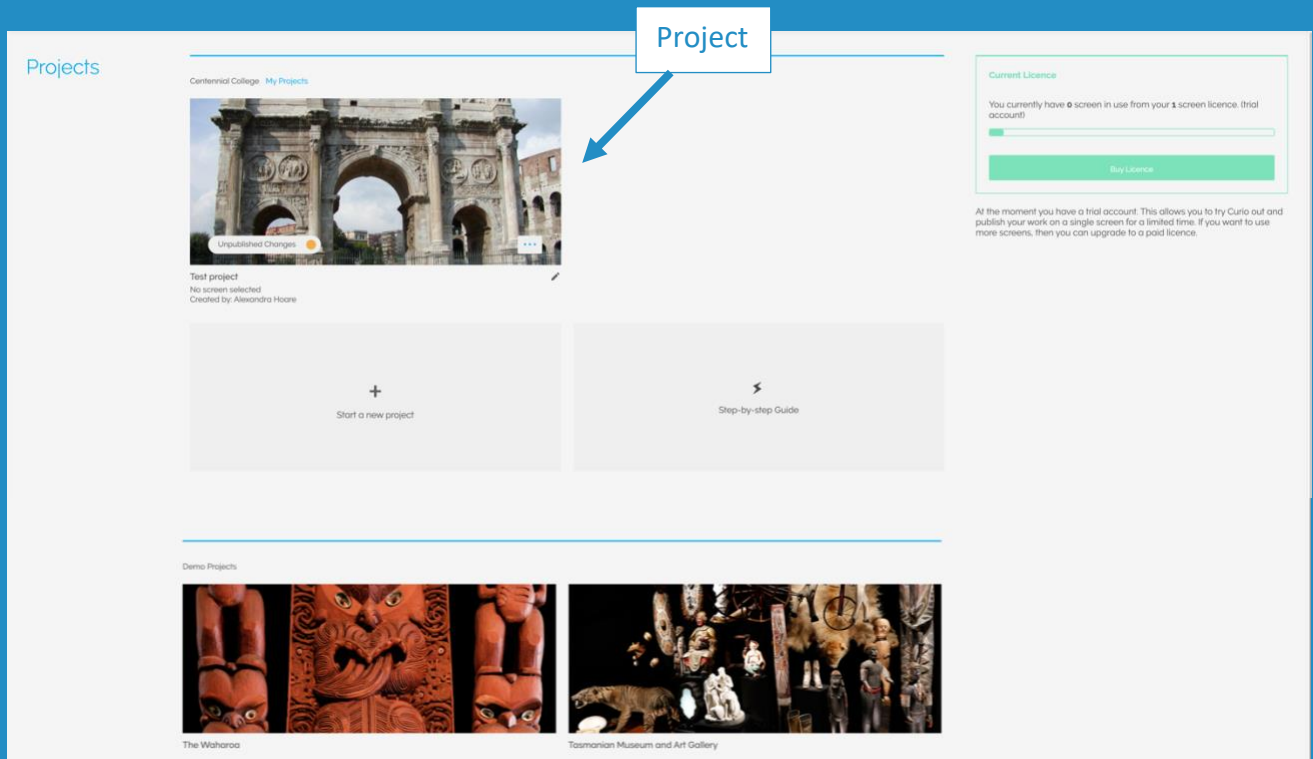
This is where you can create a new project and access all your existing projects.

If you've created one or more projects you can access these by clicking **My Projects** in the upper left corner of the page. Your current licensing status is displayed on the upper right side of the page.

\*\* Note that the Curio user interface and its components may display somewhat differently on desktop, tablet, and mobile devices. The screenshots in this user guide represent the display orientation on a desktop device. \* The third page of the Curio user interface, Screens, is titled "Screens" in the main menu and "My Screens" on the page. The first page, My Projects, is titled "My Projects" in the main menu and "Projects" on the page.


The My Projects page also includes two Demo Projects, or sample projects you can consult for additional project design ideas or guidance.

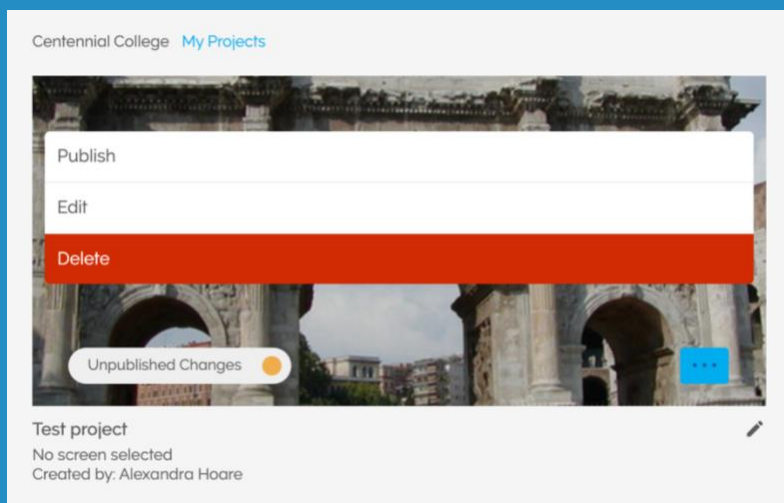
Each project you create is represented on the My Projects page by a large image of the project's Hero Image.



My Projects page, with an active project displayed at the top and two Demo Projects at the bottom.

To open a project:

1. Click the image of the project you want to open. This takes you to the first page (Hero Image Selection) of the Curio user interface.
2. Click the 3-dot button  in the lower right corner of the project image to access the Project pop-up menu. Here you can Publish, Edit, or Delete the project.



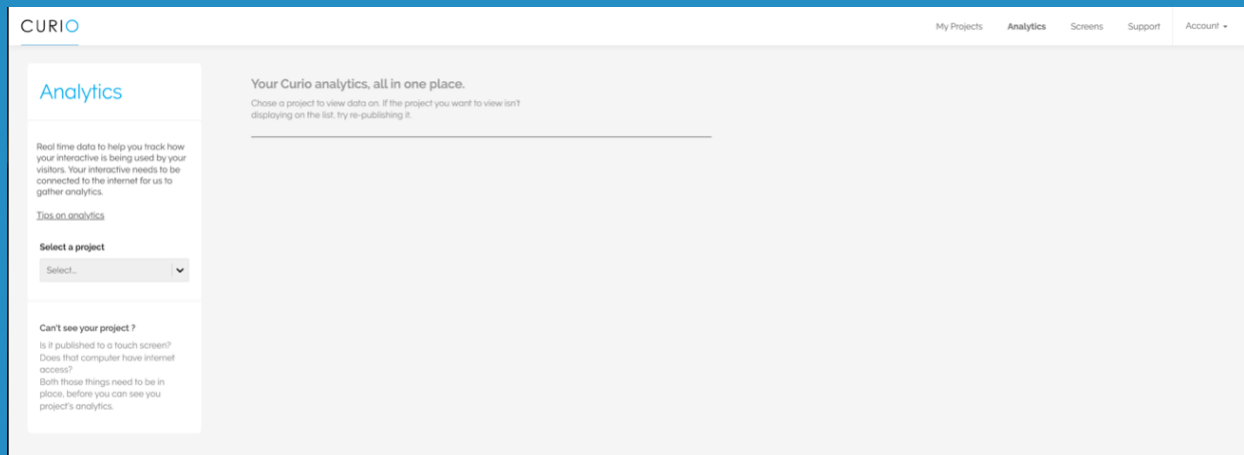
Project pop-up menu.

## Step-by-Step Guide

The My Projects page also offers you a **Step-by-Step Guide** (located next to the **Start a new project** button) that walks you through the key steps of the project creation process, including:

- Choosing a hero image
- Adding another language
- Adding a title
- Adding highlights
- Creating overviews
- Previewing the interactive
- Publishing
- Testing and evaluating

## Analytics Page



Analytics page.

The Analytics page provides you with data on visitor engagement with your project and an analysis of that data. It's an optional element of your project but can be useful for measuring the relative success of the project's components and helping you decide if any adjustments are needed.

Analytics can take various forms, such as heatmaps that indicate the various degrees of visitor engagement with different parts of an interactive.

Both the data and its analysis can only be generated (and will only be accessible to you) once the project has been published and is in use by your visitors.

If you have multiple projects underway you can select the project you want to analyse via the **Select a project** field on the left side of the screen. A **Tips on analytics** link gives you additional tips on using the analytical data generated.

## Screens Page

The Screens (or My Screens) page indicates the number of screens (usually touchscreen devices) that you have available to publish the project to. This number is determined by the type of licence you've purchased.

The My Screens page indicates the Screen Name (the unique name you give to each screen), the Project, the Publish Date, and any relevant Notes you might like to record for each screen.

For a project to operate on a screen, the screen must be paired with your account. Follow the instructions on the left side of the My Screens page.

Additional screens can be added (depending on the licence) by clicking **Add New Screen**.

## Curio Player

To display a project on a device's screen you'll need to download Curio Player (also referred to as Curio Publisher Player) to that specific device.

This application can be downloaded in Windows or Apple formats from the My Screens page, via the buttons on the left.

The screenshot displays the CURIO web interface. At the top, navigation links include 'My Projects', 'Analytics', 'Screens' (which is highlighted), 'Support', and 'Account'. The main heading is 'My Screens'. Below it, a table lists available screens with columns for 'Screen Name', 'Project', 'Publish Date', and 'Notes'. To the left of the table, there is an 'Add New Screen' button and explanatory text about screen limits. Below this, instructions for pairing the screen with the account are provided, accompanied by 'Available on the App Store' and 'Download on the Microsoft Store' badges. A blue arrow points from a text box labeled 'Curio Player download options' to these badges. On the right side of the page, a 'Current Licence' section shows a progress bar indicating the user has 0 screens in use from a 1-screen trial licence, with a 'Buy Licence' button below it. At the bottom right, a note explains the trial account limitations.

My Screens page.

# Part 2 – Creating Your Project

There are 2 main steps to the project creation process:

- i. Planning your project
- ii. Creating your project
  - Creating a new project
  - Choosing a hero image
  - Choosing languages
  - Adding titles
  - Adding highlights
  - Adding overviews

## ***i. Planning Your Project***

Keep in mind the following shortlist of essential things to consider before creating a project:

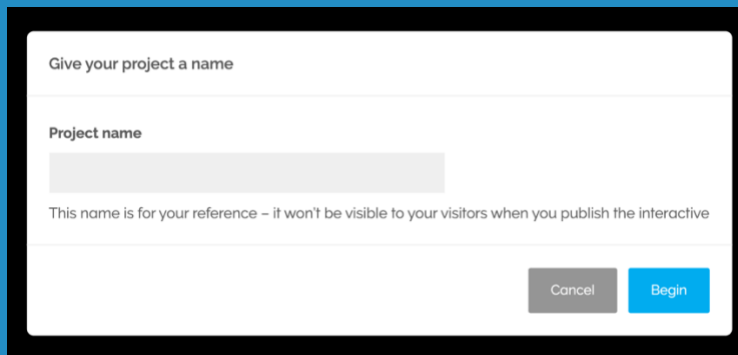
- create a detailed exhibition plan or outline as a basis for the project
- gather your objects and create or source high-quality images of them
- prepare all textual materials to be included in the project
- look at examples of other projects created using Curio, as a guide or source of inspiration. See the examples provided on Curio's website: go to the **WHO'S USING CURIO?** tab in the main menu on the Curio website and click **EXAMPLES FOR INSPIRATION**

## ***ii. Creating Your Project***

### **Creating a New Project**

To create a new project:

1. Go to the Projects page.
2. Click **Start a new project**. You'll be prompted to give the project a name.

A white dialog box with a black border. At the top, it says "Give your project a name". Below that is a label "Project name" followed by a light gray rectangular input field. Under the input field, a note reads: "This name is for your reference – it won't be visible to your visitors when you publish the interactive". At the bottom right, there are two buttons: a gray "Cancel" button and a blue "Begin" button.

Project naming prompt.

3. Give the project a name and click **Begin**.

This opens the first page of the project creation process: the Hero Image Selection page. This page prompts you to upload a hero image – your project's feature image. (Note that only png and jpg image formats 10 MB in size max. are supported.)

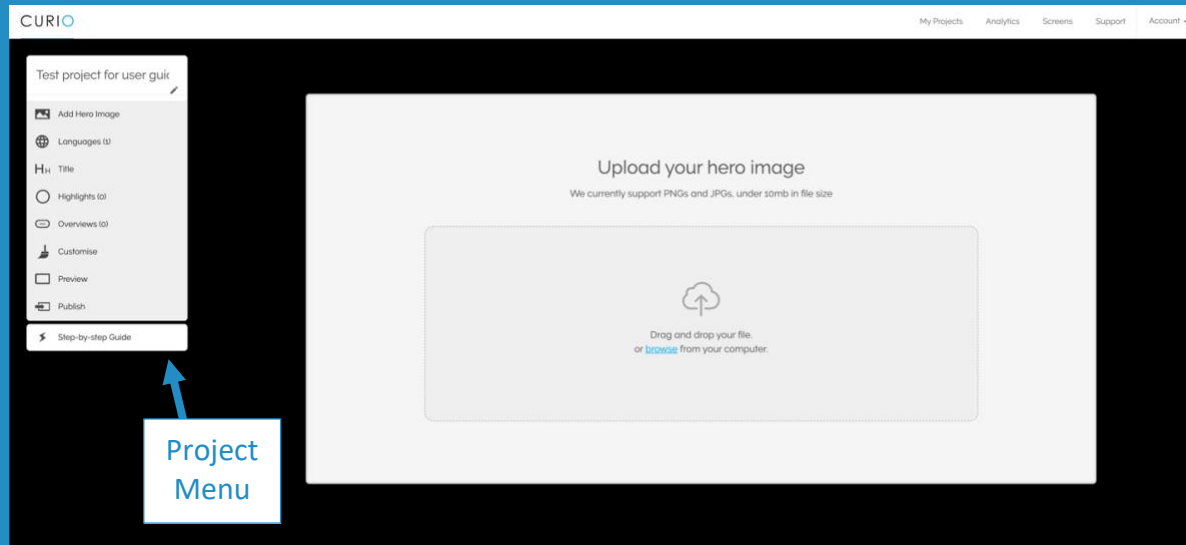
You can change the name of your project at any time by clicking on the pen symbol next to the name at the top of the Project Menu (see p. 17). You can also change the name of your project on the My Projects page by clicking on the pen symbol next to the name, underneath the project image.

## Deleting a Project

To delete a project:

1. On the My Projects page, navigate to the image of the project you want to delete and click the 3-dot button  to bring up the Project pop-up menu.
2. Click **Delete**.

# Choosing a Hero Image



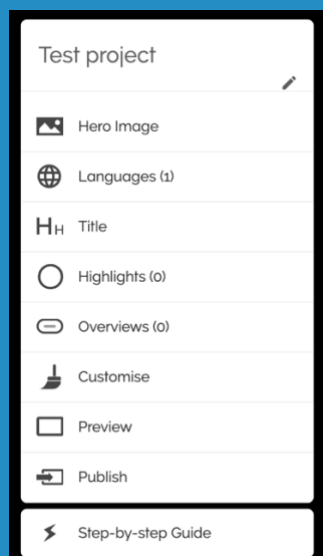
Hero Image Selection page.

The Hero Image Selection page is the first page in the project creation process. This is where you upload your hero image, the feature image of your project.

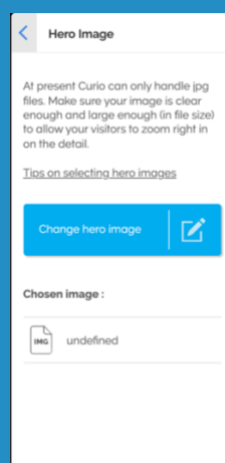
This page also introduces the vertical Project Menu you'll be using throughout the project creation process. The menu includes options for content creation and customisation on the left and a large field for uploading a hero image on the right.

The project title appears at the top of the menu and a link to the Step-by-step Guide appears at the bottom.

Each menu item has a pop-out menu with additional options. Below is a screenshot of the Hero Image pop-out menu, which allows you to change the hero image and provides a link to a page with information about image choice formatting requirements (**Tips on selecting hero images**).



Project Menu.



Hero image pop-out menu.

To upload a hero image:

1. You have two options to select an image:
  - i. drag and drop an image from its location on your device
  - ii. click **browse** to choose an image from your device
2. Click **Upload hero image**.

If you want to change your image you have two options:

- i. If you have not yet clicked **Upload hero image**, click the **REMOVE X** button located to the right of your chosen image.
- ii. If you have already uploaded an image and want to change it, navigate to the Hero Image option in the Project Menu on the left, click **Hero Image** to open the Hero Image pop-out menu, then click **Change hero image** and follow the prompts.

For additional guidance click the **Tips on selecting hero images** in the Hero Image pop-out menu.

## Choosing Languages

You can apply multiple languages to a single project.

To choose languages for your project:

1. Navigate to the Languages option in the Project Menu and click **Languages** to open the pop-out menu.
2. In the Choose a language field, click either **Select** or the down arrow.
3. Scroll through the list and click on the language you want.
4. Then click the blue **Add Language** button. Your chosen language will appear in the list below.
5. Repeat steps 3 and 4 to add additional languages if desired.

For additional guidance click the **Tips on using languages** link in the Languages pop-out menu.

## Adding Titles

You can add a title and subtitle to your project interactive, to let visitors know what they're looking at on the screen.

To add a title:

1. Navigate to the Title option in the Project Menu and click **Title** to open the pop-out menu.
2. Click **Add a title**.
3. In the box that opens, type your chosen title and subtitle for the interactive into the Interactive Title and Interactive Subtitle fields.  
  
If you have chosen more than one language for your interactive these languages will appear above the box. You can enter a different title and subtitle for each language by first clicking on the language and then typing your chosen text into each field.
4. Click **Save & Close** to save your changes or click **Cancel** if you want to cancel and return to the menu.

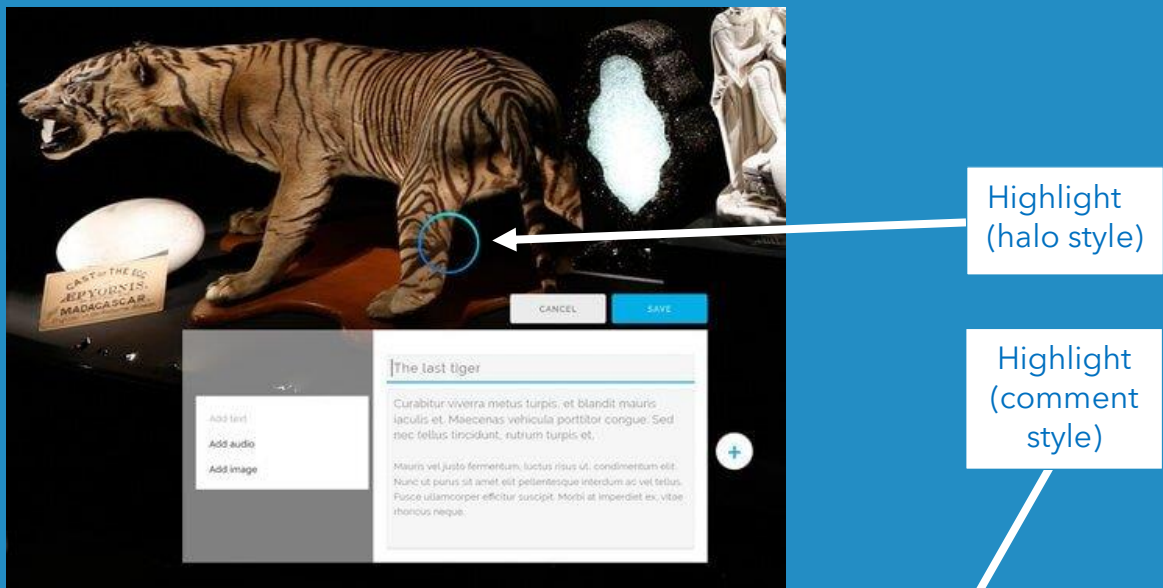
For additional guidance click the **Tips on writing titles** link in the Title pop-out menu.

## Adding Highlights

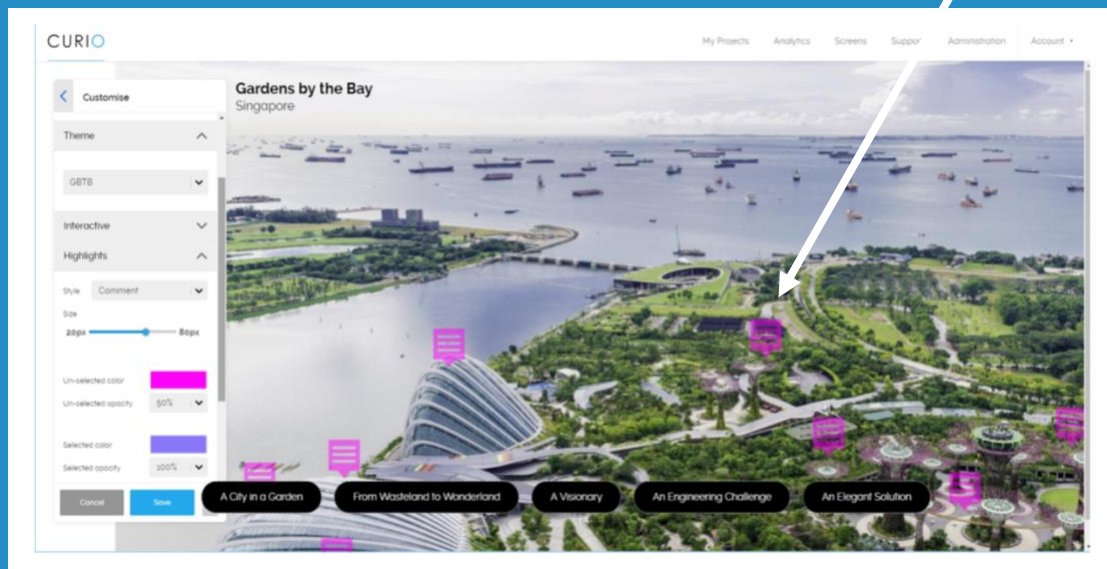
You can add highlights to the images within your interactive to draw visitors' attention to various aspects of the image and allow them to zoom in on details.

To add highlights:

1. Navigate to the Highlights option in the Project Menu and click **Highlights** to open the pop-out menu.
2. Click the blue **Add highlight** button.
3. Place your cursor over the image within the interactive and click on the part of the image you want to highlight. By default, this will insert a halo highlight and open the highlights sub-menu. (You can customise your highlight style in the Customise menu. See p. 25.)



An example of a halo-style highlight and content card.



An example of an interactive with comment-style highlights.

4. Within the highlight sub-menu, choose up to three content sections and add content, as desired. If you have added multiple languages to your interactive you can add individual content for each language by first selecting the language and then adding content.

For example, click **Add Text** and then choose the language you want to add content for. Type your chosen Highlight Title and highlight content into the relevant fields. Then click **Save & Close** to save your changes or click **Cancel** if you want to cancel.

5. Your highlight will appear in a list in the Highlight pop-out menu.

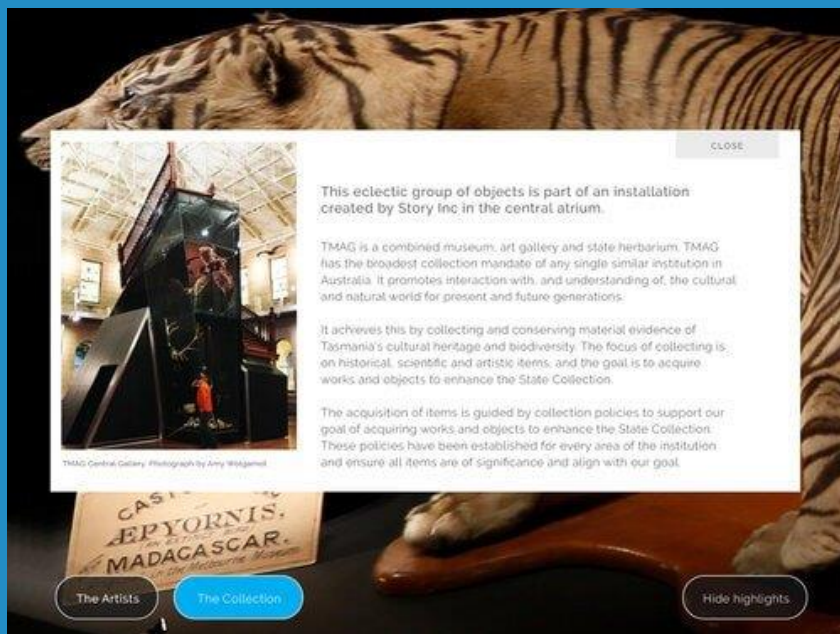
6. You can give each highlight a name by clicking on the pen symbol next to the highlight in the list and typing in a new name. Click the check mark symbol to save your changes.

7. To modify the existing content of a highlight, click the highlight in the list to open that highlight's content. Then click the plus sign to open the highlights sub-menu and choose from the options.

For additional guidance click the **Tips on highlights** link in the Highlights pop-out menu.

## Adding Overviews

You can add overviews to your interactive. Overviews sit alongside the image to provide your visitor with context or more information about the image and what it depicts.



Adding an overview (example).

To add an overview:

1. Navigate to the Overviews option in the Project Menu and click **Overviews** to open the pop-out menu.
2. Click the blue **Add Overview** button to open the overview sub-menu.
3. Within the sub-menu, choose up to three content sections and add content, as desired. If you have added multiple languages to your interactive you can add individual content for each language by first selecting the language and then adding content.

For example, click **Add Text** and then choose the language you want to add content for. Type your chosen Overview Title and overview content into the relevant fields. Then click **Save & Close** to save your changes or click **Cancel** if you want to cancel.

4. Your overview will appear in a list in the Overview pop-out menu. A button will also be created on your interactive. This will be the button that visitors can click to open the overview's content card. (For information on customising buttons see p. 27.)

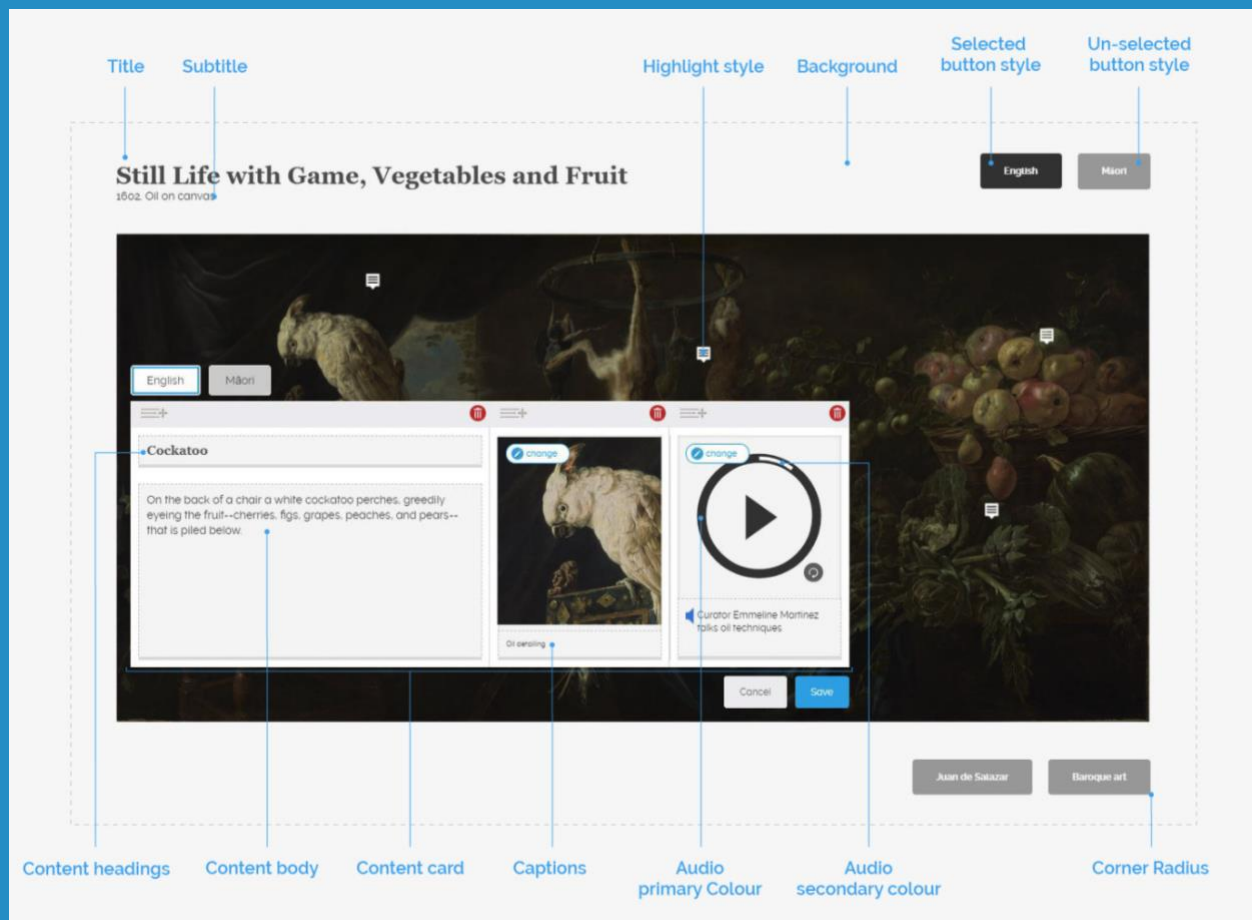
5. You can give each overview a name by clicking on the pen symbol next to the overview in the list and typing in a new name. Click the check mark symbol to save your changes.

6. To modify the existing content of an overview, click the overview in the list to open that overview's content. Then click the plus sign to open the overview sub-menu and choose from the options.

For additional guidance click the **Tips on making overviews** link in the Overviews pop-out menu.

# Part 3 – Customising Your Project

Curio lets you customise almost every element of your project's interactives.



Customising your project: key features.

You can customise your interactives via the **Customise** option in the Project Menu.

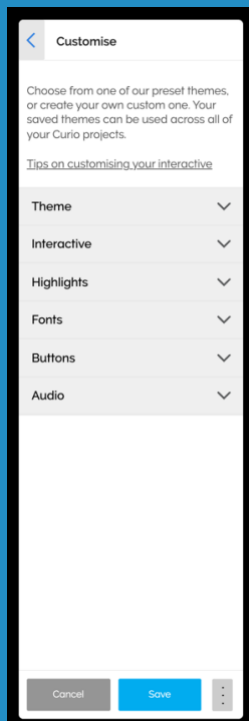
To customise your interactive:

1. Click **Customise** in the Project Menu to open the Customise pop-out menu. You now have 6 customisation options:

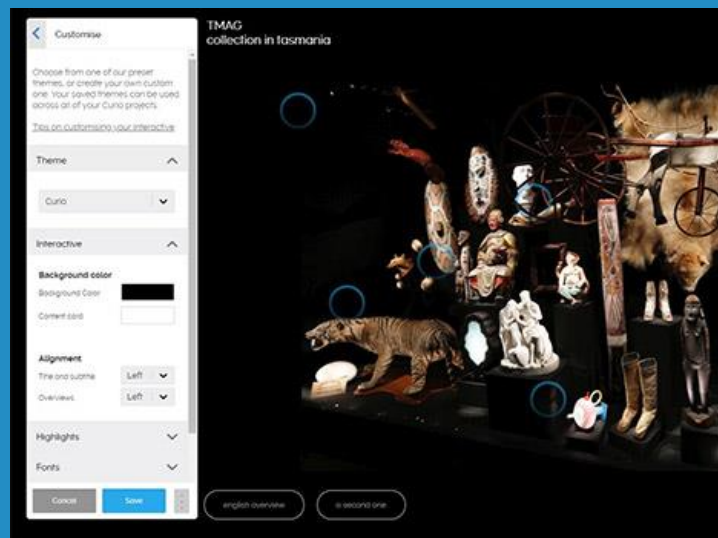
- Theme
- Interactive
- Highlights
- Fonts
- Buttons
- Audio

2. Click on each option to open the relevant sub-menu.

To undo any changes you make during the customisation process, click **Cancel** at the bottom of the Customise pop-out menu.



Customise pop-out menu.



Customisation process (example showing Theme customisation).

## Theme

To customise your theme:

1. Click **Theme** in the Project Menu.
2. Click on the field below (or click on the down arrow) to choose a theme.

Curio offers you 3 default themes (Curio, Light, or Teal). You can also choose a Custom Theme if you have already created one.

## Custom Themes

Introducing any customisations to your interactive will prompt Curio to ask you to save your changes as a new theme. You can do this on your own at any stage, while customising your interactive, by clicking the blue **Save** button at the bottom of the Project Menu.

New themes you create will appear as Custom Themes under the Theme option in the Project Menu.

Once you've created a new Custom Theme, Curio will save it for future use in any other projects you create. You can access your themes under the Theme option in the Project Menu.

## Interactive

You can customise various specific elements of your interactive via the **Interactive** menu option. These elements include: the background colour and content card colour; alignment of the title, subtitle, and overviews; layout of content cards (for an example of a content card see p. 26); and the interactive's timeout period.

To customise your interactive:

1. Click **Interactive** in the Project Menu.
2. Click the fields for each category to choose from the available options.

For example, to change the background or content card colour click the field to open the colour picker and choose a colour by either picking up and moving the small dot around the colour field, dragging the colour slider, or typing in the relevant colour code if known (RGB, HSL, or Hex). You can also use the eyedropper to grab a colour from anywhere on your device.

## Highlights

You can customise the style, size, and colour of your highlights.

To customise your highlights:

1. Click **Highlights** in the Project Menu.
2. Click the first field (Style) to choose one of 3 highlight styles: Halo, Comment, or Pin.
3. Slide the Size slider to modify the size of your highlight.
4. Choose the colour and opacity for how your highlight will look when selected or unselected by the visitor engaging with the interactive on-screen. This colour and opacity can be the same or different in each instance.

To change the colour click the field to open the colour picker and choose a colour by either picking up and moving the small dot around the colour field, dragging the colour slider, or typing in the relevant colour code if known (RGB, HSL, or Hex).

5. Move the Gradient toggle switch to ON or OFF, depending on your preference. Turning the Gradient OFF will remove the gradient effect from your highlight.

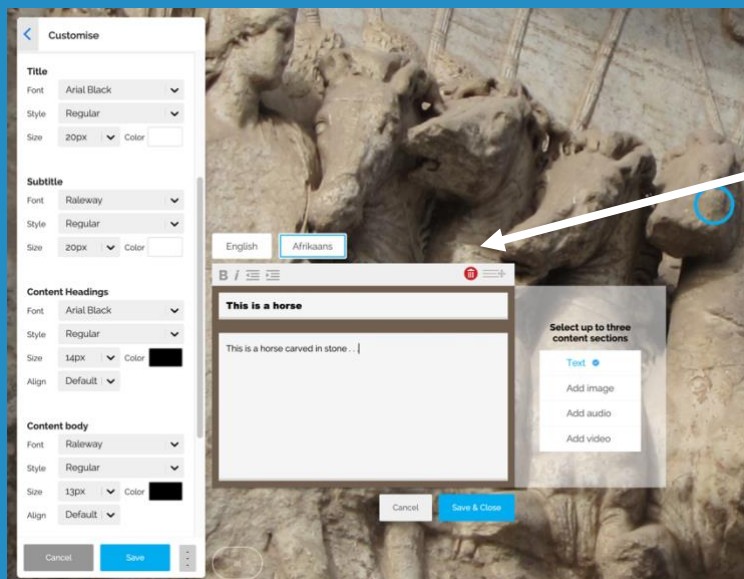
# Fonts

You can customise the fonts of your interactive's textual elements, including the title and subtitle of the entire interactive, and the headings, body, and captions of your content cards. You can customise the specific font as well as its style, size, alignment, and colour. (To modify the alignment of your title, subtitle, and overviews go to **Interactive** in the Project Menu. To customise the font of your buttons see Buttons on p. 27.)

To customise your fonts:

1. Click **Fonts** in the Project Menu.
2. Within each of the fields in the menu click on either the field or the down arrow to choose from the options available.

To change the colour click the field to open the colour picker and choose a colour by either picking up and moving the small dot around the colour field, dragging the colour slider, or typing in the relevant colour code if known (RGB, HSL, or Hex).



Content card

Customising the fonts in a highlight content card.

## Buttons

You can customise the appearance of your interactive's buttons. You can choose the specific font (as well as its style and size) and the colour, border style, and size of the button. You can also alter the appearance of your button when selected or un-selected by a visitor.

To customise your buttons:

1. Click **Buttons** in the Project Menu.
2. Within each of the fields in the menu click on either the field or the down arrow to choose from the options available.
3. To change the corner radius of the button, slide the Corner Radius slider at the bottom of the pop-out menu. A radius of 0% will produce square corners.

To change the colour click the field to open the colour picker and choose a colour by either picking up and moving the small dot around the colour field, dragging the colour slider, or typing in the relevant colour code if known (RGB, HSL, or Hex).

## Audio

You can customise the colour of your audio player, if including audio content in your interactive. You can choose the colour of the audio player and the colour of the middle line that animates as the audio track plays, showing the visitor progress through the track.

To customise the colour of the audio player and audio track:

1. Click **Audio** in the Project Menu.
2. Click the fields next to Primary color and Secondary color to customise the colour of the audio player (Primary color) and the audio track (Secondary color).

To change the colour click the field to open the colour picker and choose a colour by either picking up and moving the small dot around the colour field, dragging the colour slider, or typing in the relevant colour code if known (RGB, HSL, or Hex).

## More Tips on Customisation

Curio also provides additional tips and guidance on customisation via the **Tips** tab in the main menu of the Curio website. See for example the article at the following link: <https://www.curiopublisher.com/tips/2018/7/18/customise>.

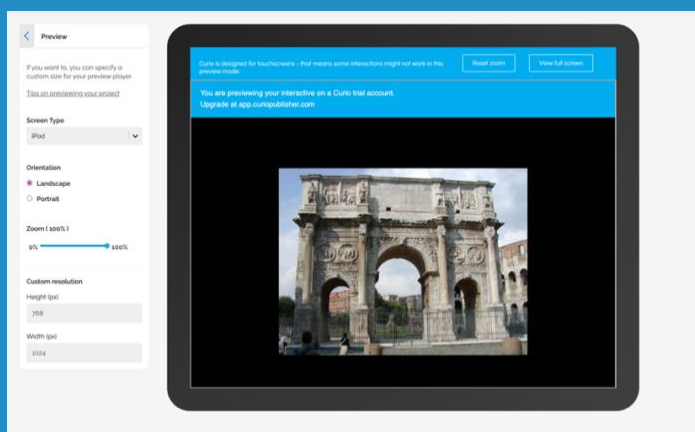
# Part 4 – Previewing Your Project

You have the option to preview your project at any stage of the project creation process, to check if any changes are necessary.

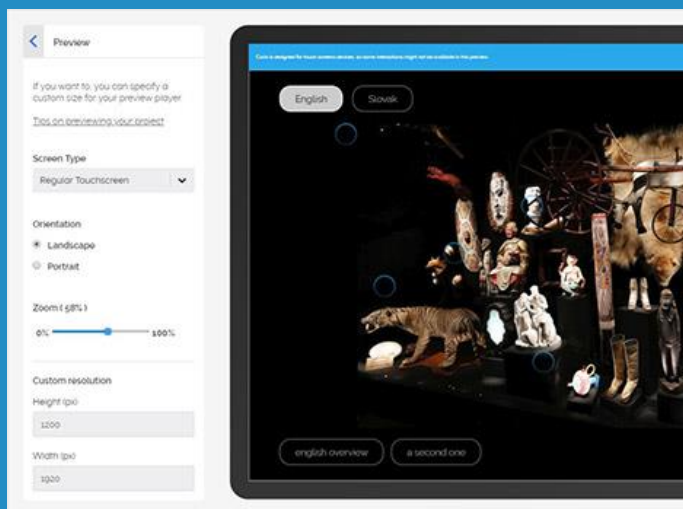
To preview your project:

1. Click **Preview** in the Project Menu.
2. In the Preview pop-out menu choose your preferred screen type, orientation, zoom, and custom resolution.
3. Click the blue **Click to generate preview** button in the centre of the screen.
4. Once the preview has been generated you can click **Reset zoom** or **View full screen** to modify the size at which the preview is displayed on screen.

Note that the preview will look slightly different for users with a trial or licensed account. Users with licensed accounts will be able to preview more of the detail of their project's interactives.



Preview example (free trial user).



Preview example (licensed user) (partial view).

# Part 5 – Licensing and Publishing Your Project

To publish your project you'll need to purchase a licence. This step is only required once you've completed your project and are ready to launch it for use.

## Licensing

You can purchase a licence via the Licence Options page, accessible from the Curio exhibition software user interface.

The screenshot shows the 'Licence Options' page in the Curio user interface. The page has a navigation bar at the top with links for 'My Projects', 'Analytics', 'Screens', 'Support', and 'Account'. The main heading is 'Licence Options'. Below this, there's a section for 'SHOW COSTS IN:' with buttons for 'NZD \$', 'AUD \$', 'USD \$', and 'EUR €'. There are four pricing cards for different screen counts: 'US \$ single screen licence' (\$3,500), 'US \$ 5 screen licence' (\$8,000), 'US \$ 10 screen licence' (\$13,000), and 'US \$ 50 screen licence' (\$23,000). Each card includes a 'YOU CAN UPGRADE FOR JUST' amount. To the right, there's a 'Current Licence' section showing 'You currently have 0 screen in use from your 1 screen licence. (trial account!)' and a 'Buy Licence' button. Below the pricing cards, there's a table for 'Licence duration' and 'Licence type' with a 'Total' column. The table shows a 1-year licence for a single screen licence at a total of \$3,500. Below the table is a 'Billing Information' section with fields for 'Name\*', 'Email address\*', 'Postal address', and 'Invoice reference'. The 'Name' field is filled with 'Alexandra Hoare', 'Email address' with 'billing@companyname.com', 'Postal address' with '15 Johnston Street, Wellington 6011', and 'Invoice reference' with 'Curio-2018-01'. There's a checkbox for 'I have accepted and read the Terms and Conditions' and 'Cancel' and 'Submit' buttons at the bottom.

Licence Options page with billing form.

To access the Licence Options page:

1. Go to either the My Projects or Screens page and click the green **Buy Licence** button on the upper right side of the page.

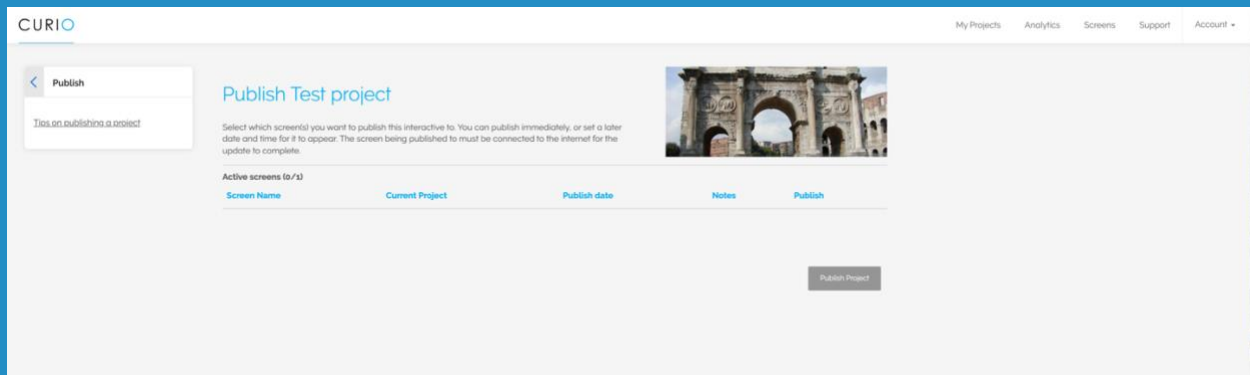
OR

Click the **Licence** link under the Account tab in the main menu of the Curio user interface. This opens the License Options page, which indicates the prices for each type of licence: Single Screen Licence, 5 Screen Licence, 10 Screen Licence, and 50 Screen Licence. You can adjust the pricing to display in different currencies: NZD, AUD, USD, and EUR.

2. Click on your preferred licence to open the billing form.
3. Fill out the billing form and click **Submit**.

For additional licence pricing information click the **Learn more about licence options** link at the bottom of the Licence Options page. This takes you to the Pricing page (this page can also be accessed via the Pricing tab within the main menu of the Curio website).

# Publishing



Publish page.

How to publish your completed project:

1. Check that you have installed Curio Player on the device that will host or display your project. (See Curio Player on p. 14.)
2. Click **Publish** in the Project Menu of the Curio user interface to open the Publish page.
3. Choose which screen(s) to publish the project to.
4. Select a specific date and time for publishing to take place (either immediately or at a later date and time). Note that the screen being published to must be connected to the internet for the update to complete.
5. Click the **Publish Project** button.

For your project to be published successfully the screen(s) used to host and/or display the project must be running Curio Player (also known as Curio Publisher Player). For information on downloading Curio Player, see p. 14.

The Publish page records:

- the Screen Name(s) of the screens to which the project has been published
- the name of the project (Current Project)
- the Publish date
- any Notes you've added
- a record of the project's publication (Publish)

This page also includes the link **Tips on publishing a project** (which provides you with additional guidance on how to publish your project) and a **Contact Us** link that takes you to a contact form to complete and submit if you run into problems or have questions.

## Part 6 – Using Analytics

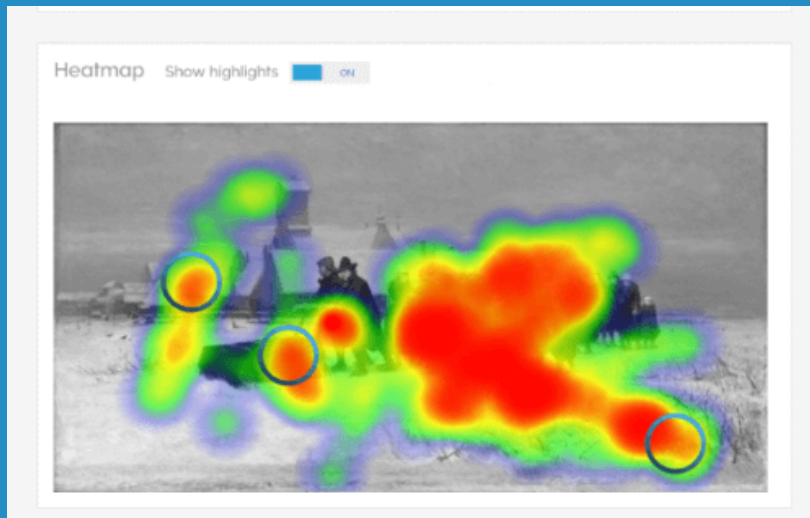
Curio provides you with real-time data that lets you track how your project's interactives are being used by your visitors.

Your project needs to be published and in use by visitors for this data to be generated, analysed, and available to you in the Analytics page. The device hosting the project also needs to be connected to the internet.

To access analytics for your various projects:

1. Click the **Analytics** tab in the main menu of the Curio user interface.
2. Select the project you want to see analytics for under **Select a project**.

For more information about analytics see p. 13.



Analytics example: a heatmap showing levels of user interaction on a project interactive.

## Where to Find More Help

Reach out to Curio if you have questions or need support during any stage of the project creation process.

Contact the Curio team directly via the Contact tab in the main menu of the Curio website. Fill out the form and click **SUBMIT**.

Also see the useful **Tips and Tricks for Curio Users** page, accessed via the **Tips** tab in the main menu of the Curio website.

CURIO