



Spatial Adventures

“Mobile Tours Made Easy...”

Appbuilder Manual

Guide for creating Tour Apps with Appbuilder

www.spatialadventures.com

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I. Create App

The first time you log into spatialappbuilder.com:

- Click on '+ Create Guide'



Figure 1: Dashboard

An introductory **Welcome** set-up wizard will appear.

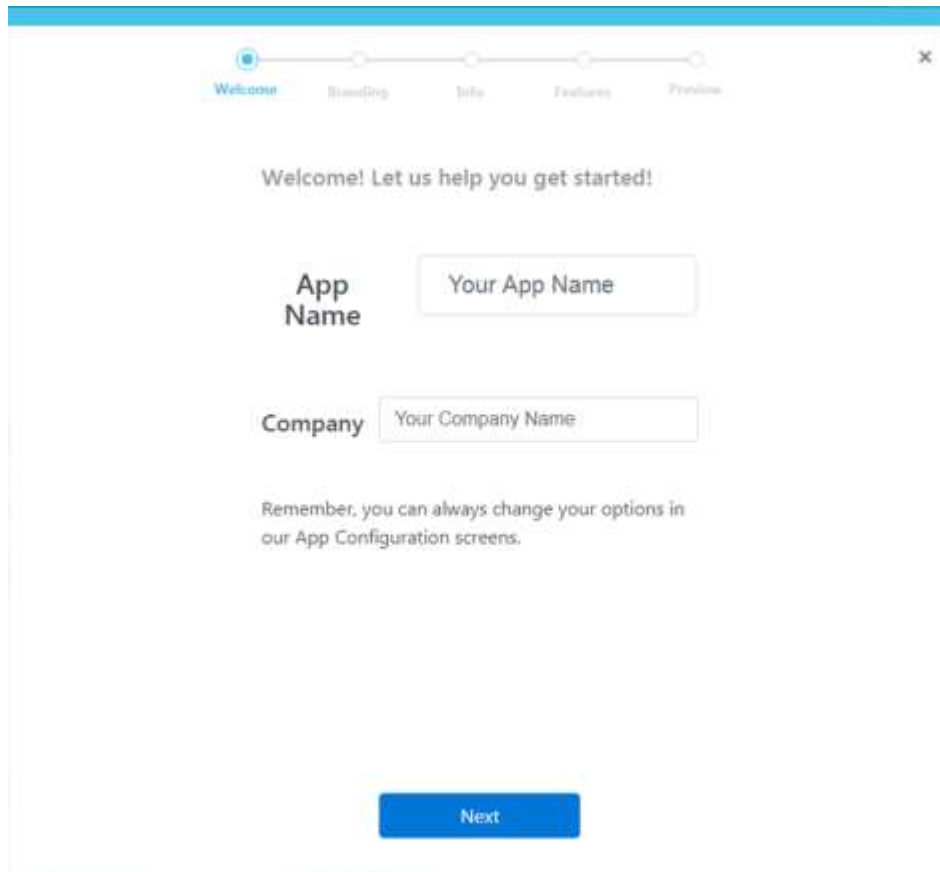


Figure 2: Welcome Set-Up Wizard Screen

II. Introductory Set-Up Wizard Screens

The Introductory ‘set-up wizard’ consists of 5 screens: **Welcome**, **Branding**, **Info**, **Features**, **Preview**. If you are not ready to enter the requested content on the **Branding** screen or the **Info** Screen simply click ‘Skip’ instead of ‘Next’. You will have the opportunity to add that content later.

Welcome screen (see Figure 2)

- Enter the name you would like to have appear on the Welcome page of your app
- Enter the name of your company or organization.
- Click ‘Next’ to go to **Branding** screen

Branding screen

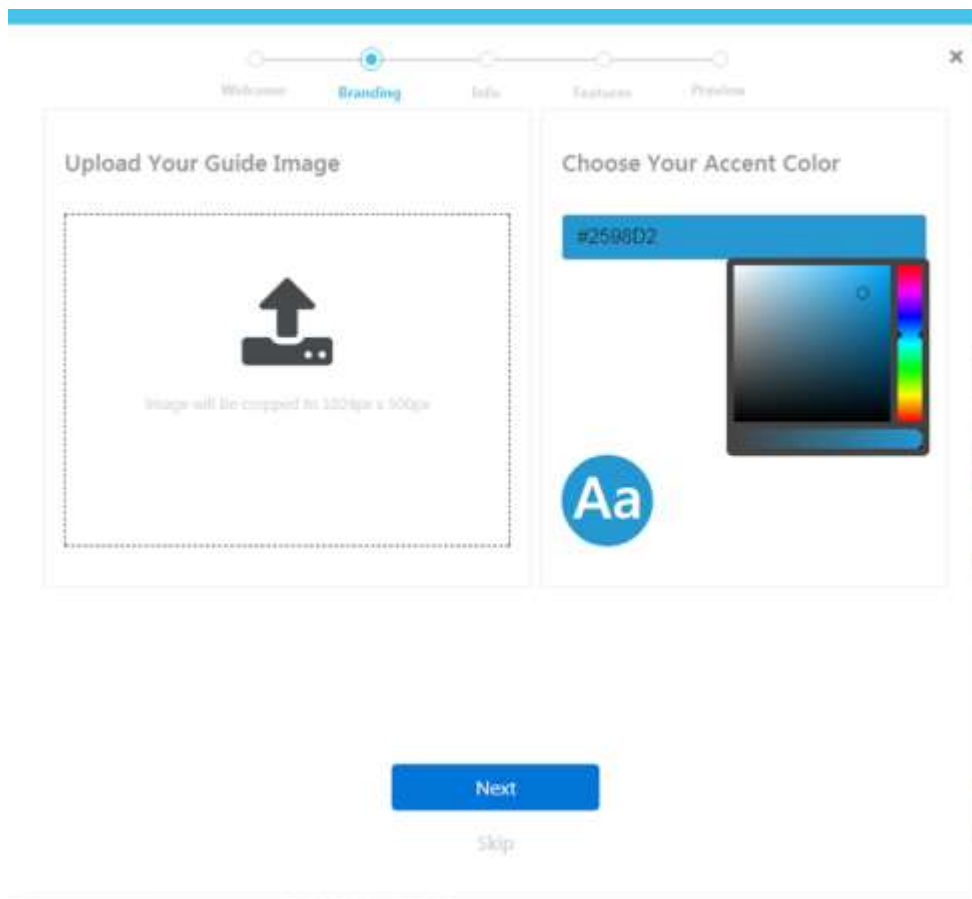


Figure 3: Branding Set-Up Wizard Screen

- Upload Your Guide Image: Your app will have a Welcome page. The Guide Image is the image that is displayed on your app's Welcome page. The image must use the PNG format (Portable Network Graphics) and will be cropped to 1240px wide by 500px high.
Note: If you are not ready to enter the Guide Image that's OK – ignore this for now. You can perform the upload later on when you are working on content for the app.
- Choose Your Accent Color: Sets the color scheme for various visual elements of the tour app including the upper and lower borders.
Note: You do not have to choose the Accent Color at this time. You will be able to select the Accent Color later on.
- If you have either entered a Guide Image or chosen an Accent Color then click 'Next'. Otherwise click 'Skip'. You will be taken to the **Info** screen

Info screen

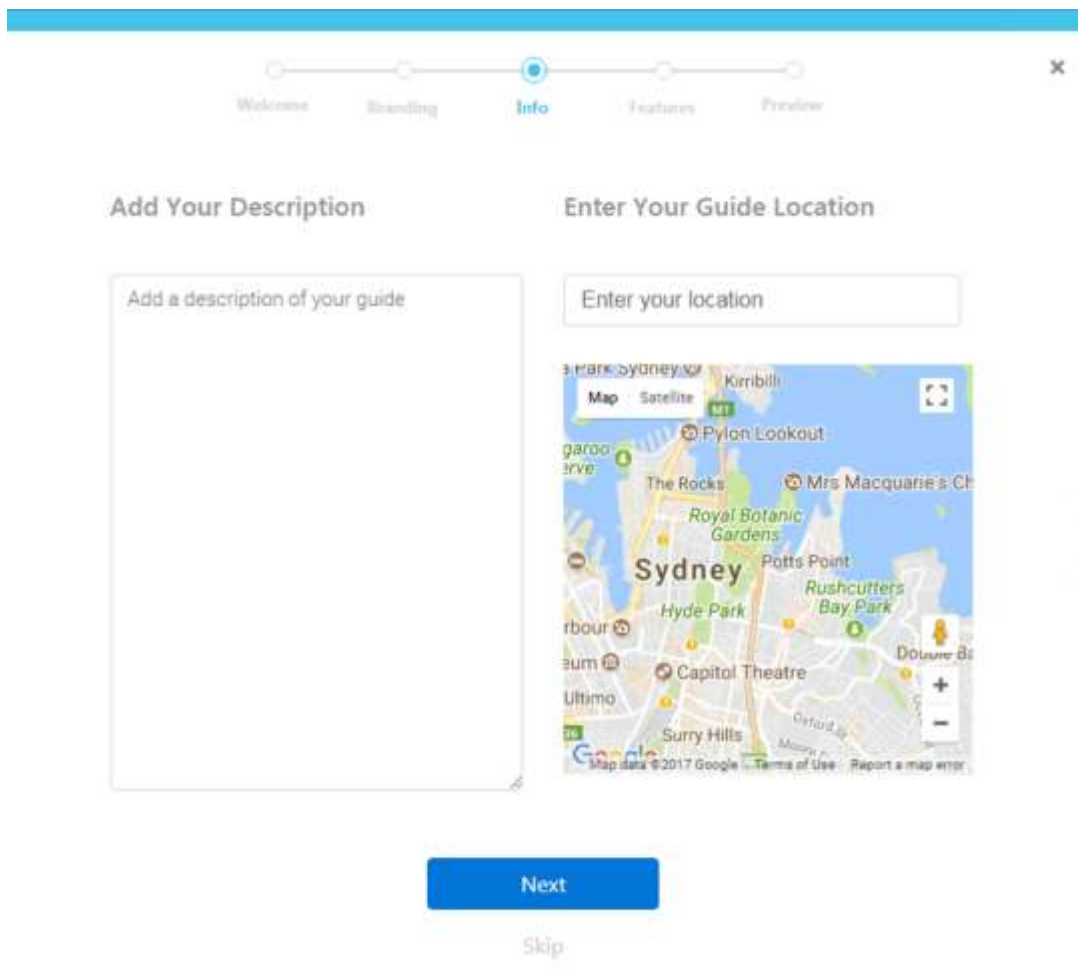


Figure 4: Info Set-Up Wizard Screen

- Add Your Description: This is the App Store description and is also displayed on the discover screen on multi-site package apps.
Note: If you are not ready to enter the App Store description just ignore it as you will have the opportunity to enter the description at a later time.
- Enter Your Guide Location: (not used for single, standalone apps; only needed for app that will be placed in a multi-site app guide)
Note: You can leave this field blank.
- If you have either entered a Description or a Guide Location then click 'Next'. Otherwise click 'Skip'. You will be taken to the **Features** screen

Features screen

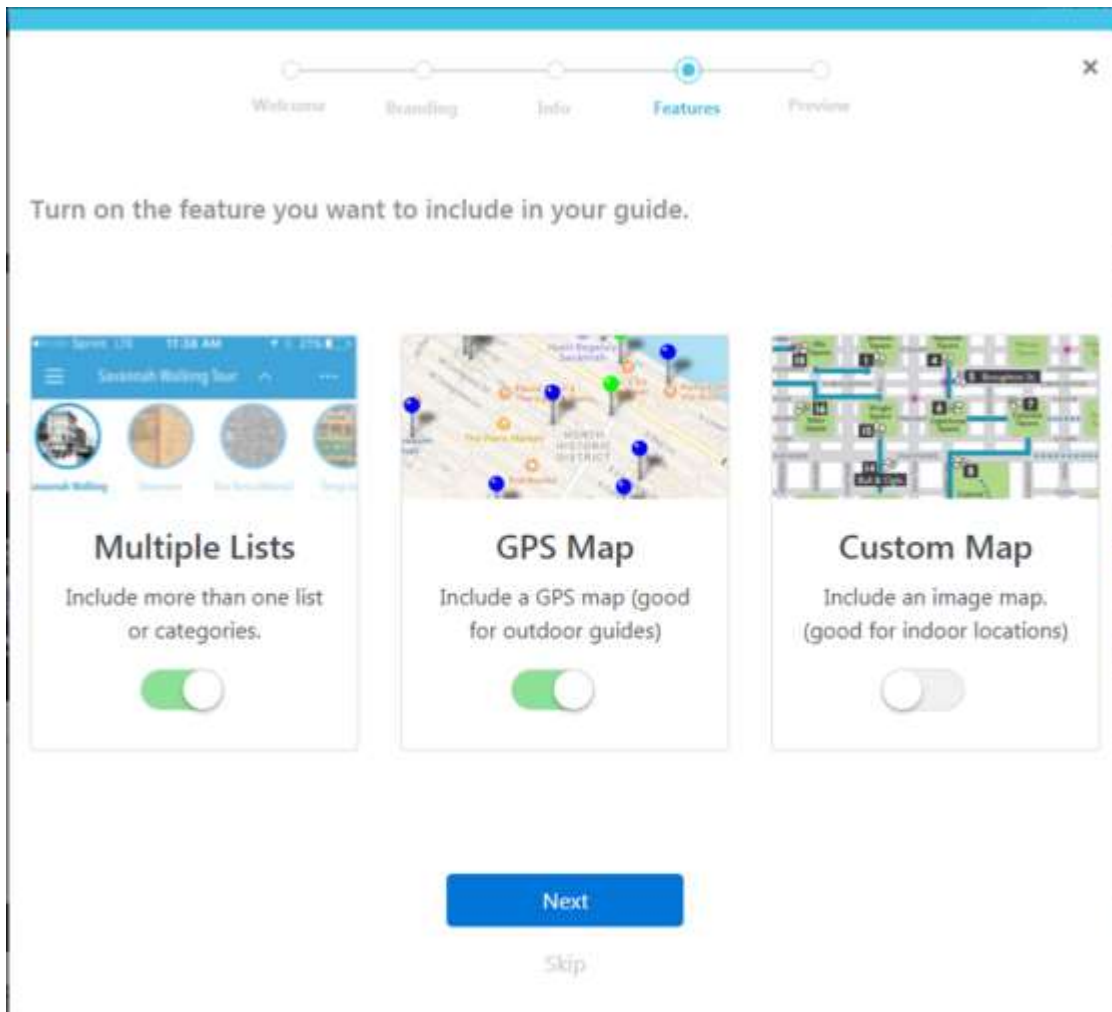


Figure 5: Features Set-Up Wizard Screen

- The **Features** screen contains 3 settings: ‘Multiple Lists’, ‘GPS Map’ and ‘Custom Map’.
 - ‘Multiple Lists’: Refers to multiple tours [categories] at a location (e.g. a tour of landmarks in Washington, DC, an architectural tour of Washington, DC and a history tour of Washington, DC). Slide the circle under ‘Multiple Lists’ left if you will have an app with only 1 tour [i.e. category].
 - ‘GPS Map’: Circle should be to the right if you would like to include a GPS Map in your tour app. The GPS Map enables visitors to view the tour stops and their current location on a GPS map.
 - ‘Custom Map’: You can add a custom map to your app on which you provide the location of each of your tour stops. Slide the circle to the right if you intend to upload a custom map for the tour app.
 - Note: You will be able to alter all 3 of these settings later on.
- If you have changed any of these settings then click ‘Next’. Otherwise click ‘Skip’. You will be taken to the **Preview** screen

Preview screen

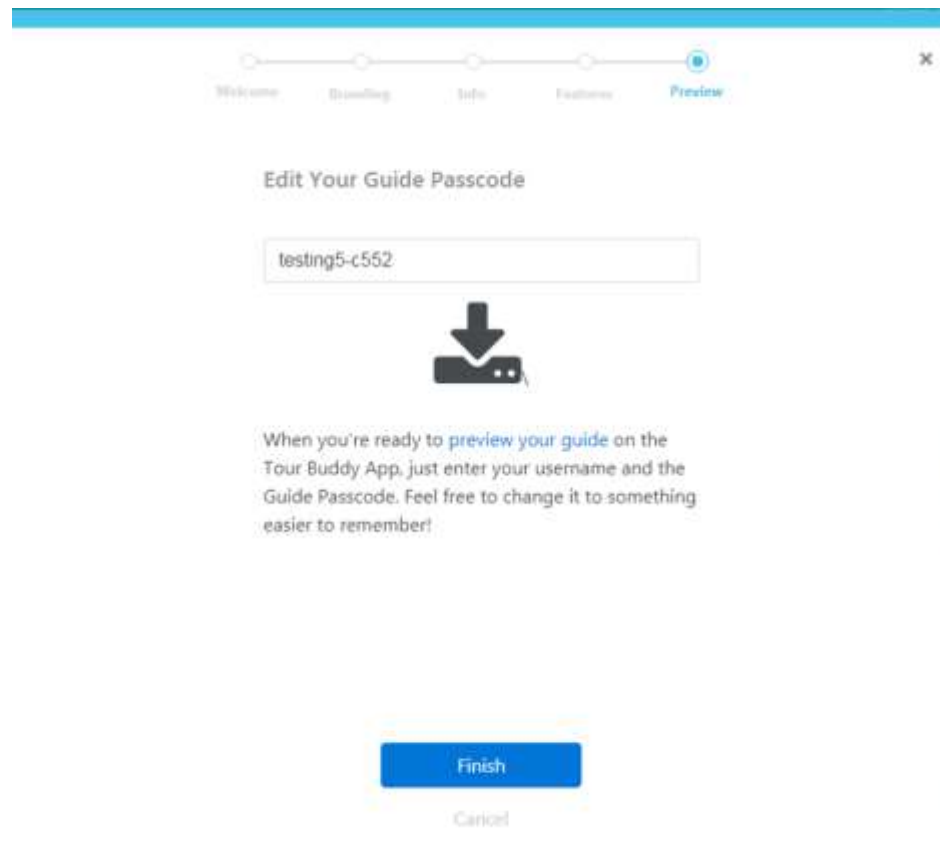


Figure 6: Preview Set-Up Wizard Screen

- The appbuilder system generates a passcode that you can use to preview your tour app prior to initiating the process for publishing the app. You can edit the passcode if you like (or not) and then click ‘Finish’.
- A short video tutorial on creating a tour stop plays while AppBuilder initializes your app.
- Click ‘Finish’. You will be taken to the ‘Tour Stops’ page.

III. Menu Bar

On the upper right –hand side of the page you will see a Top-level Menu Bar:



Figure 7: Menu Bar

Upon entering the App you are placed onto the ‘Stops’ page which is used to create your tour stops and upload the tour stop content (images, audio, GPS location, text and an image map (i.e. custom map).

When you click on ‘Guide’ in the menu bar you are sent to the Guide page where you input various general app-related content and information including the ‘Guide Design’ image for the app’s menu page, App Info (app name, company name, etc.), home icon, portrait splash image, landscape splash image, app store-related information, and the ‘about’ screen.

IV. Tour Stops Page

The ‘Stops’ page is where you create stops, upload content, and (optionally) create ‘Categories’ (i.e. parallel tours).

CATEGORIES: If your tour app will have 1 tour then you can skip this sub-section and go to [TOUR STOPS](#) (on page 3).

If you would like to offer multiple tours within your tour app then enable ‘Categories’ in the upper left hand side of the page by clicking on the blank rectangle to the right of the word ‘Categories’ and to the left of the word ‘Off’.



Figure 8: Enable/Disable Categories

Create a tour category by clicking on the '+' sign to the right of Categories and the word 'On' and enter the Category Name in the blank box that appears below the words 'Add New Category' and click Save.

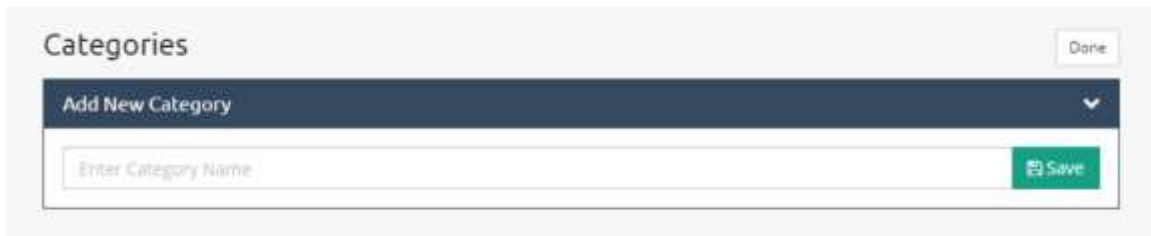


Figure 9: Add a New Category

Create a second tour category by entering another new category in the blank box that appears below the words 'Add New Category' and click Save.

You may create up to 4 Categories (i.e. up to 4 parallel tours)

When you enabled 'Categories' (see Fig. 8) a new bar labeled 'ALL Categories' appeared below the 'Categories' bar.

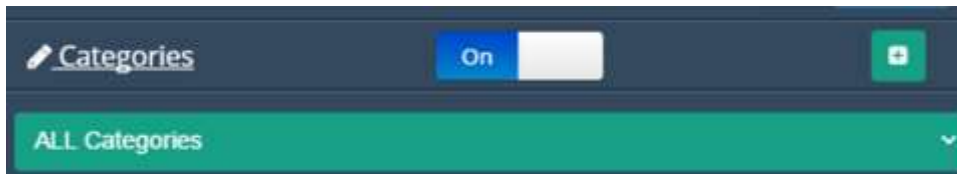


Figure 10: All Categories Bar

Clicking on the 'ALL Categories' bar opens a drop down menu that lists each category you create. When you select a category name then only the stops belonging to that category will appear on the left-hand side of the Tour Stops page.

TOUR STOPS

Add & Populate Tour Stops: The Stop List on the left-hand side of the Tour Stops page initializes with one empty stop called Sample 1 that is ready to be filled in. Thereafter, you add each new stop to the Stop List by clicking on '+ New' in the 'Stop List' bar on the upper left-hand side of the page.

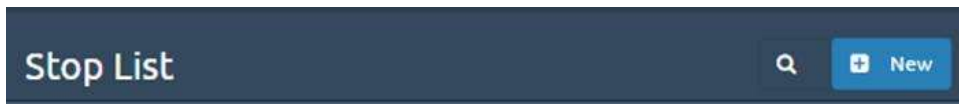


Figure 11: Stop List Bar

Now let's enter the data and content for a tour stop.

[Info & Media](#)



Figure 12: Info & Media Upload and Input Panel

Enter the title of the stop under 'Stop Title:'
Enter the Stop Description under 'Stop Description:'

If the tour has Categories then there is one extra field in 'Info & Media' called Stop Category (see fig. 13):

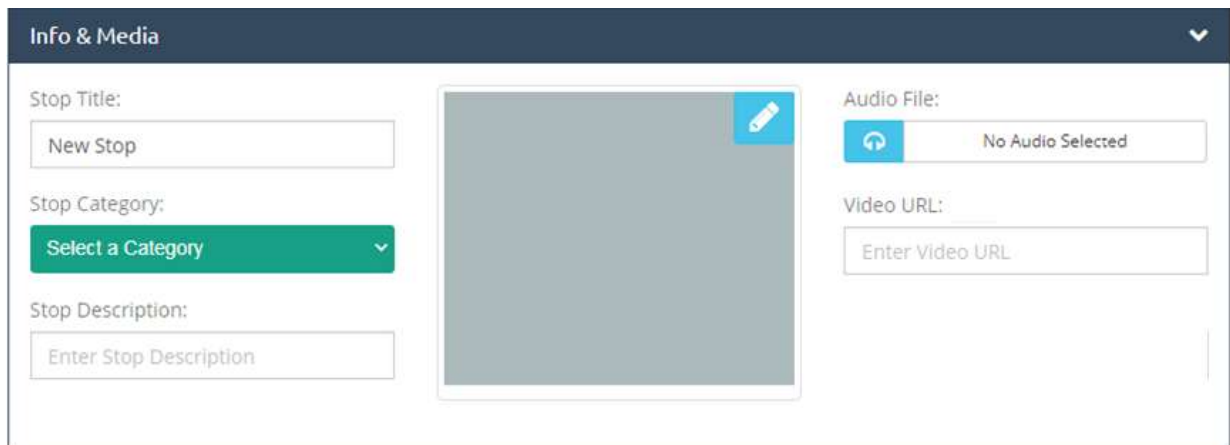


Figure 13: Assignment of Tour Stop to a Category

Click on 'Select a Category' and a dropdown menu appears with the Categories you have entered. Select the Category (i.e. tour) to which the tour stop belongs.

To enter images into the database that can be used by the current tour stop and/or future tour stops click on the pencil icon in the upper right corner of the grey square.

Click 'Upload Files' (in blue rectangle next to 'Manage Assets' – see figure 14 below).

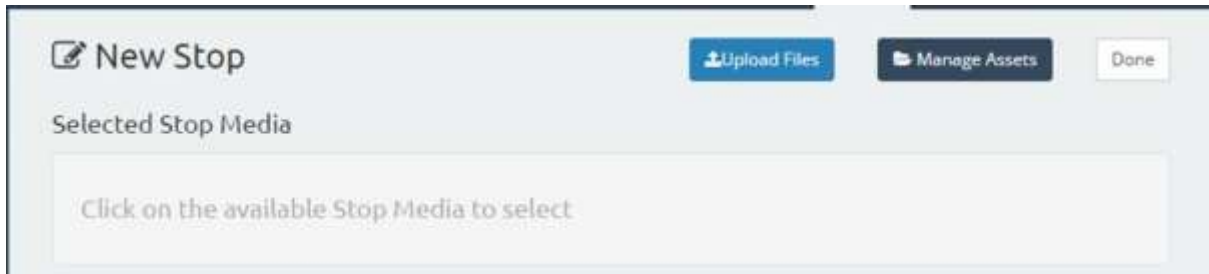


Figure 14: Upload Image Files

You can now either select image files from your computer's directory by file name (by clicking on 'Choose Files' or drag and drop the image from your computer to the Grey rectangle: 'Drag / Drop Files Here' (see figure 15 below)

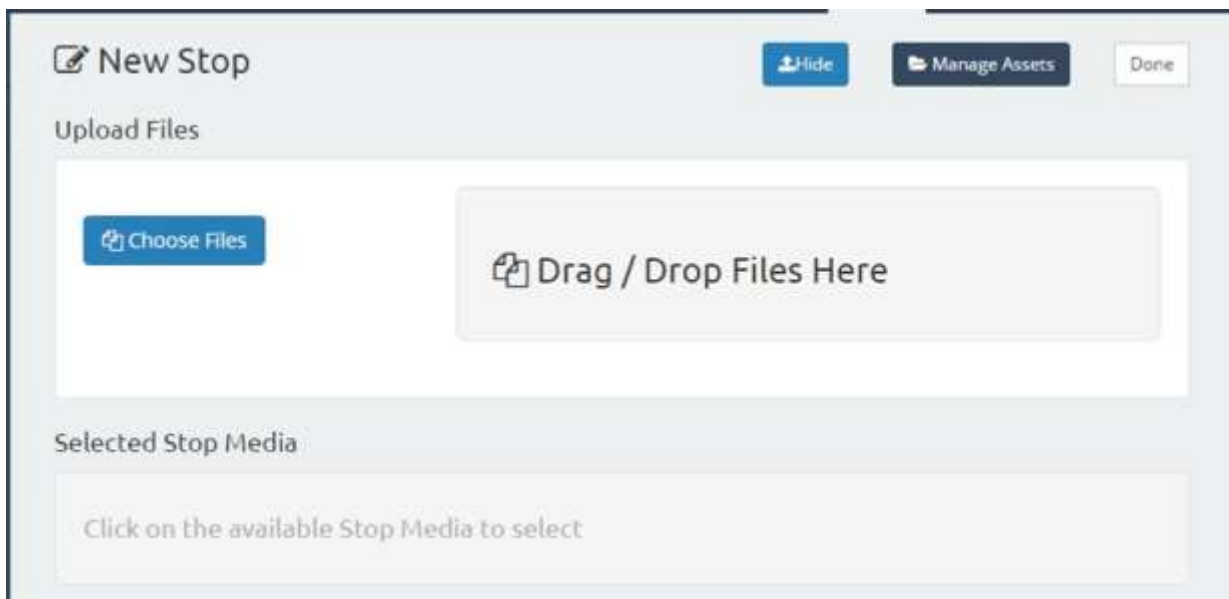


Figure 15: Choose or Drag Image File

Tour Stop Image Dimensions & Format

Dimensions: The display space for a tour stop image is 1600 px (pixels) wide by 1600 px high.

Images whose dimensions are greater than 1600 px wide by 1600 px high are resized so that the larger dimension is 1600 px

Images whose dimensions are less than 1600 px wide by 1600 px high are placed in the display space on a white background

Image file type: jpg preferred but png is also permitted

The uploaded images appear under the heading “Available Stop Media”.

Click on the image (or images) that you would like to place in the current tour stop and a copy (or copies) will appear under the heading “Selected Stop Media”.

If you want to remove an image that you placed in the tour stop go to the copy of the image under “Selected Stop Media” and click on it. You will notice that the image turns red as you mouse over it.

Audio Files: You can also choose audio files or drag/drop audio files when you are uploading image files. Uploaded tour stop audio files appear under the heading “Available Stop Media” and you click on an audio file to place a copy in the current tour stop which appears under the heading “Selected Stop Media”. Only 1 audio file is permitted per tour stop.

Tour Stop Audio Format

Format: mp3

Recommended bit rate: 64kbps (this bit rate helps to minimize app size)

VBR encoding

Once you have assigned the image file(s) and the audio file to the tour stop click on ‘Done’ (located towards the upper right-hand corner of the page).

The selected images and audio file will now be linked to the tour stop and you are returned to the Tour Stop home page.

Note: A tour stop is not required to have an image file or an audio file.

Due to space requirements video content is not downloaded as part of the app itself however a video can be associated with a tour stop. Simply enter the URL for either a Youtube video or a Vimeo video in the rectangle beneath ‘Video URL:’. Since the video is not part of the content of the app when a user plays a video it must stream over either the cellular network or a wifi network.

Note: Adding a video URL to a tour stop is optional.

GPS: By default GPS is enabled but if GPS is disabled and you would like to enable GPS for the tour stop then go to the bar labeled 'GPS' and click the box to the left of the word 'Off'.



Figure 16: Enable GPS for Tour Stop

The GPS section appears and now you can now either enter a street address or a Latitude and Longitude corresponding to the tour stop. (see figure 17 below)

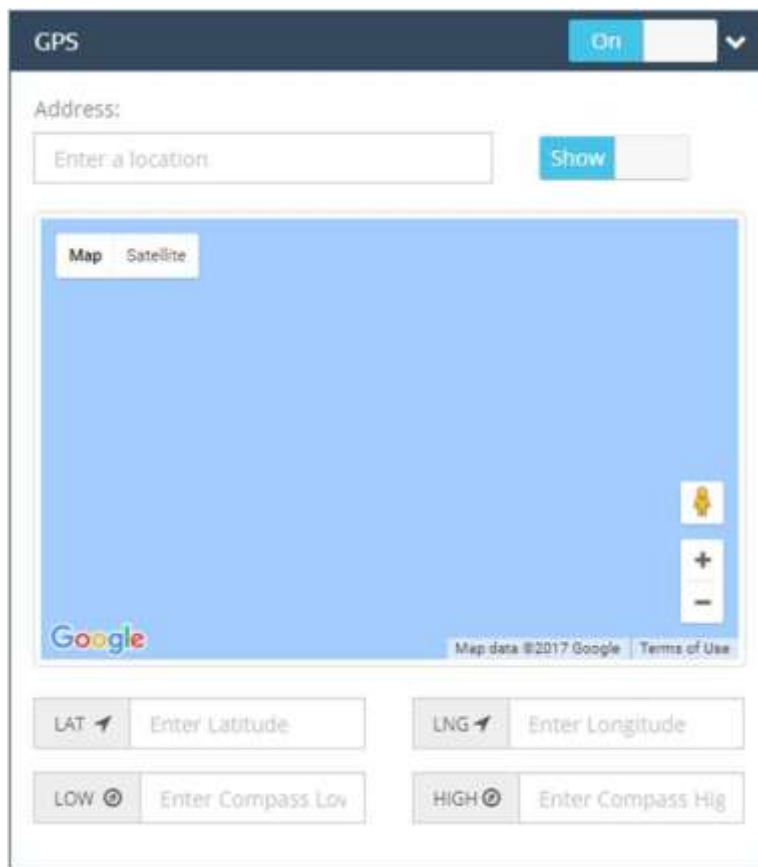


Figure 17: GPS Input Screen

Stop Details: Enter the text for the tour stop in the Stop Details section. Text can include hyperlinks to outside content such as the URL to a web page, YouTube video, etc.

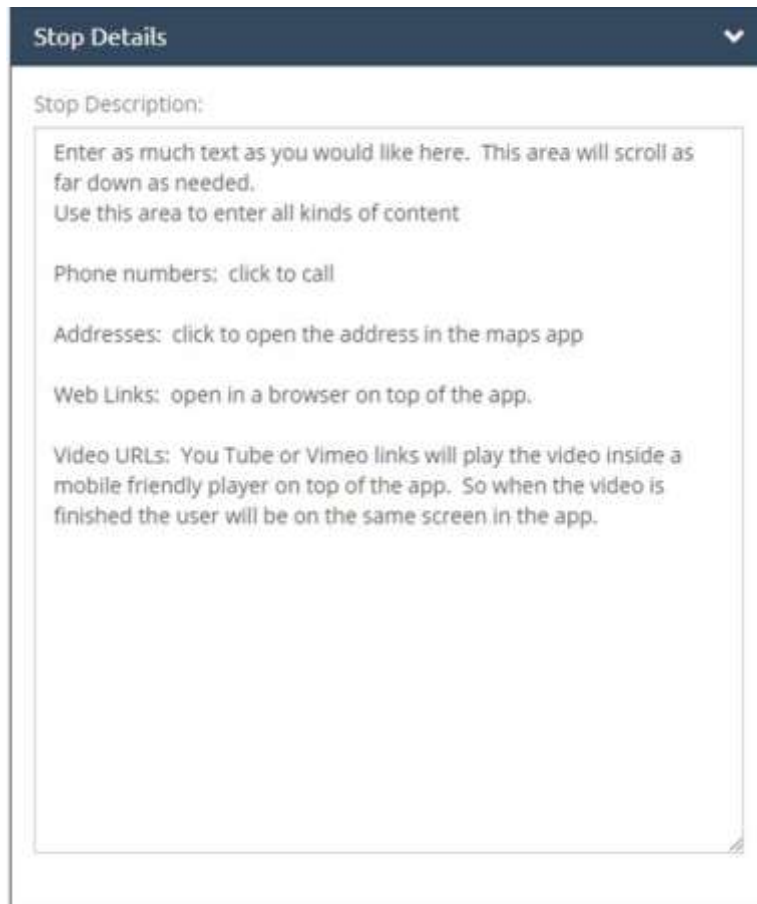


Figure 18: Stop Details section

Image Map: You can include an (optional) Image Map which is a custom map of the area covered by your tour and enables you to mark your stop on a custom map that you create or already have available.

To upload an Image Map go to the bar labeled 'Image Map' and click on the box to the left of the word 'Off'.



Figure 19: Enable Upload of Image Map

This opens the Image Map section and you can now click on the grey pencil to go to the upload screen for your image map.

Note: The Image Map only needs to be downloaded once. You do not reload the Image Map each time you build a tour stop.



Figure 20: Image Map Upload Enabled

Image Map Dimensions & Format

Dimensions: The optimal dimensions for the Image Map are 1600 px wide x 1600 px high.

An image map whose dimensions are greater than 1600 px wide x 1600 px high is resized so that the larger dimension is 1600 px.

Images whose dimensions are greater than 1600 px wide by 1600 px high are resized so that the larger dimension is 1600 px

Images maps whose dimensions are less than 1600 px wide by 1600 px high are uploaded as is.

The minimum acceptable dimensions for the custom map are 960 px wide x 860 px high.

Image file type: jpg file or png file

Use 'Choose Files' or 'Drag/Drop Files Here' to copy your custom map from your computer to your tour app's database then click 'Done'. This will return you to the 'Stops' page with your tour map located in the Image Map section.

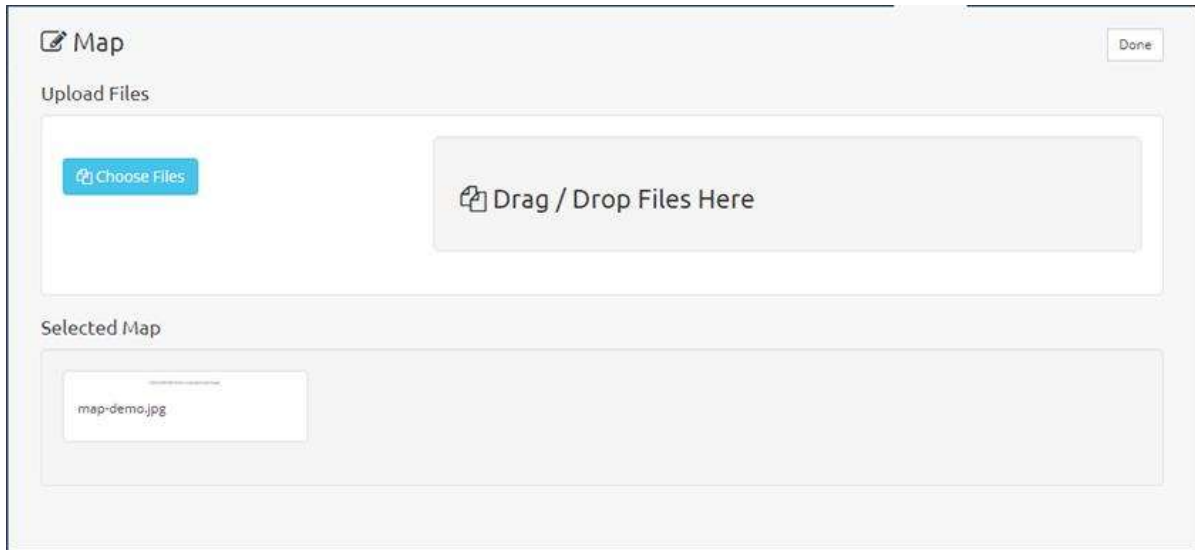


Figure 21: Choose or Drag Image Map

Under the bar labeled 'Image Map' you will see 'Hide' 'Map Marker for the Selected Stop'. To mark the location of the tour stop on your image map, click to the left of the word 'Hide'.

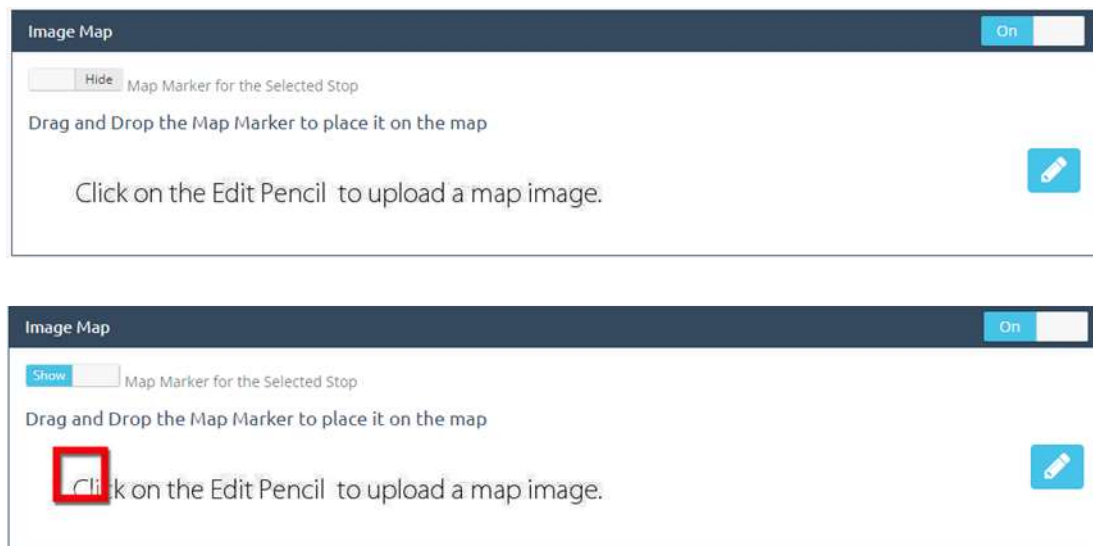


Figure 22: Enable Marking of Tour Stop on Image Map

A square will appear. Simply drag the square to the location on the map corresponding to the tour stop. The tour stop is now marked on your map.

Additional Tour Stops

Create additional tour stops by going to the bar labeled ‘Stop List’ and clicking on ‘+ New’.

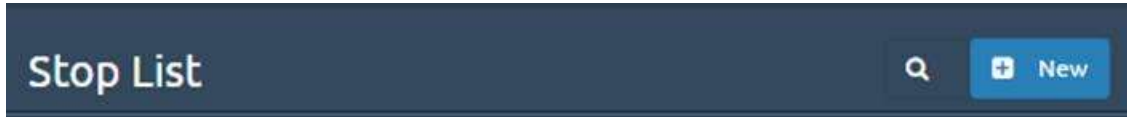


Figure 23: Add another Tour Stop

Changing the Ordering of Tour Stops

Use the up and down arrows to the right of the stop titles to change the relative ordering of the tour stops.

V. Guide Page

The tour app consists of the tour stops (described in the **Tour Stops Page** section above) and a small set of additional graphic elements and information about your app that is provided to the App Store (described in this section).

Click on ‘Guide’ in the top-level menu bar to go to the Guide page.



Figure 24: High-level Menu Bar

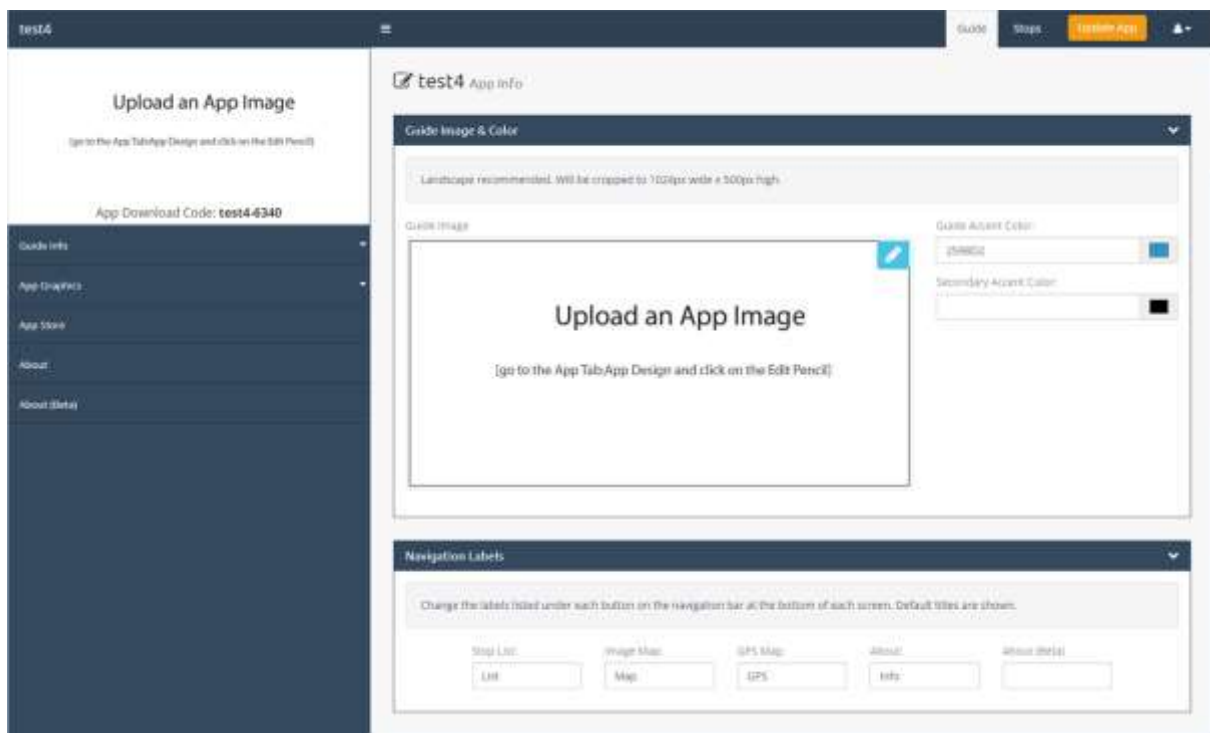


Figure 25: Guide Page: Guide Image & Color input screen

The Guide page will come up and should display the Guide Design input screen (on the right-hand side of the page).

Referring to Figure 26 below, If the ‘Guide Info’ menu on the left-hand side of the page does not show submenus ‘>> Guide Design’ and ‘>> Guide Info’ then click on ‘Guide Info’ to reveal the submenus.

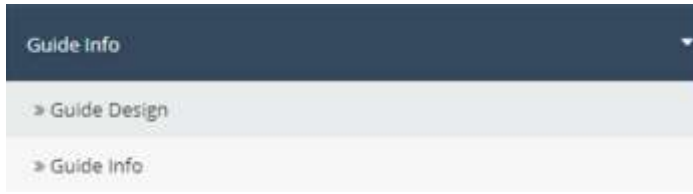


Figure 26: Guide Info Menu & Submenus

Guide Info

>> Guide Design

The Guide Image and Guide Accent Color (see Figure 25) refer to the same image and color setting requested in the **Branding** screen (Figure 3).

If you already uploaded a Guide Image and set your Guide Accent Color and are happy with your image and color setting then you can click on the '>> Guide Info' submenu. If you either haven't uploaded a 'Guide Image' or would like to replace the 'Guide Image' that you have previously uploaded then click on the pencil icon in the upper left hand corner of the Guide Image window. You will be taken to an input screen where you can choose or drag and drop an image file.

If you either haven't set an accent color or would like to change the accent color you can do so by clicking on the colored rectangle in the input bar below the words 'Guide Accent Color:'

Guide Image:

The Guide Image will be displayed on the tour app home screen.

Click the pencil icon to go to the 'Upload an App Image' page, choose or drag and drop the desired image file and click 'Done'.

Guide Image Dimensions & Format

Landscape image is recommended:

Image will be cropped to 1024 px wide x 500 px high

Image file type: png file only

Guide Accent Color:

Sets the color scheme for various visual elements of the tour app including the upper and lower borders.

Secondary Accent Color:

Not used. Please do not modify secondary accent color.

>> Guide Info

Click on the '>> Guide Info' submenu

The screenshot displays three stacked configuration panels. The top panel, 'Guide Info', contains fields for Guide Name (test2 9-18-2017), Company Name (Spatial Adventures), Passcode (test2-9182017-5d8d), Google Analytics, and Google Analytic App id. The middle panel, 'Social Media Settings', includes Twitter User Name (@username) and Navigation Label (Twitter). The bottom panel, 'Guide Location', features a Guide Address field, a map of the Carlsisle area with a red location pin, and latitude/longitude coordinates (LAT: 42.53280167801468, LNG: -71.35225118203124).

Figure 27: >>Guide Info: Guide Info, Social Media Settings, Guide Location screens

Guide Info

Guide Name:

This field will have the name you assigned to the app in the **Welcome** screen (Figure 2). You can keep the current name or change it.

Company Name:

This field will have the name of your company or organization that you entered in the **Welcome** screen (Figure 2). If you need to change the company name you can do that here.

Passcode:

The Passcode field has the same value as the Passcode on the **Preview** screen (Figure 6). The passcode is needed in order to preview your tour app. You can edit the passcode here or leave it as is.

Google Analytic App ID:

Leave this field blank

Google Analytics:

Leave this field blank

Social Media Settings (optional)

Twitter User Name:

Enter Twitter user name (optional)

Navigation Label:

Enter a handle or alias for the Twitter user name (optional)

Guide Location

Guide Address:

(Not used for single, standalone apps; only needed for app that will be placed in a multi-site app guide)

This field holds the same information requested previously by the **Info** screen (Figure 4). You can enter your tour location by text input or select a location by moving the red pin to the desired spot on the map. If you already selected a location on the Info screen and are satisfied with that location or if you are building a standalone app then you can skip this setting.

App Graphics

Click on App Graphics to reveal:

- >> Home Icon
- >> Portrait Splash
- >> Landscape Splash

>> Home Icon

The Home Icon is the icon that will be uploaded onto the home screen of the iPhone or Android phone to represent your tour app.

Click on >> Home Icon



Figure 28: >> Home Icon

Click on the pencil icon, choose home icon file or drag/drop home icon file, and click 'Done'.

Enter the Icon Title (i.e. the title that will appear under your home icon).

Home Icon Dimensions & Format

Home icon: 1024 px x 1024 px

Image file type: png file only

>> Portrait Splash

The Portrait Splash is the portrait image that is displayed on your iPhone or Android phone after the user selects the tour app and while your tour app is booting up

Click on >> Portrait Splash

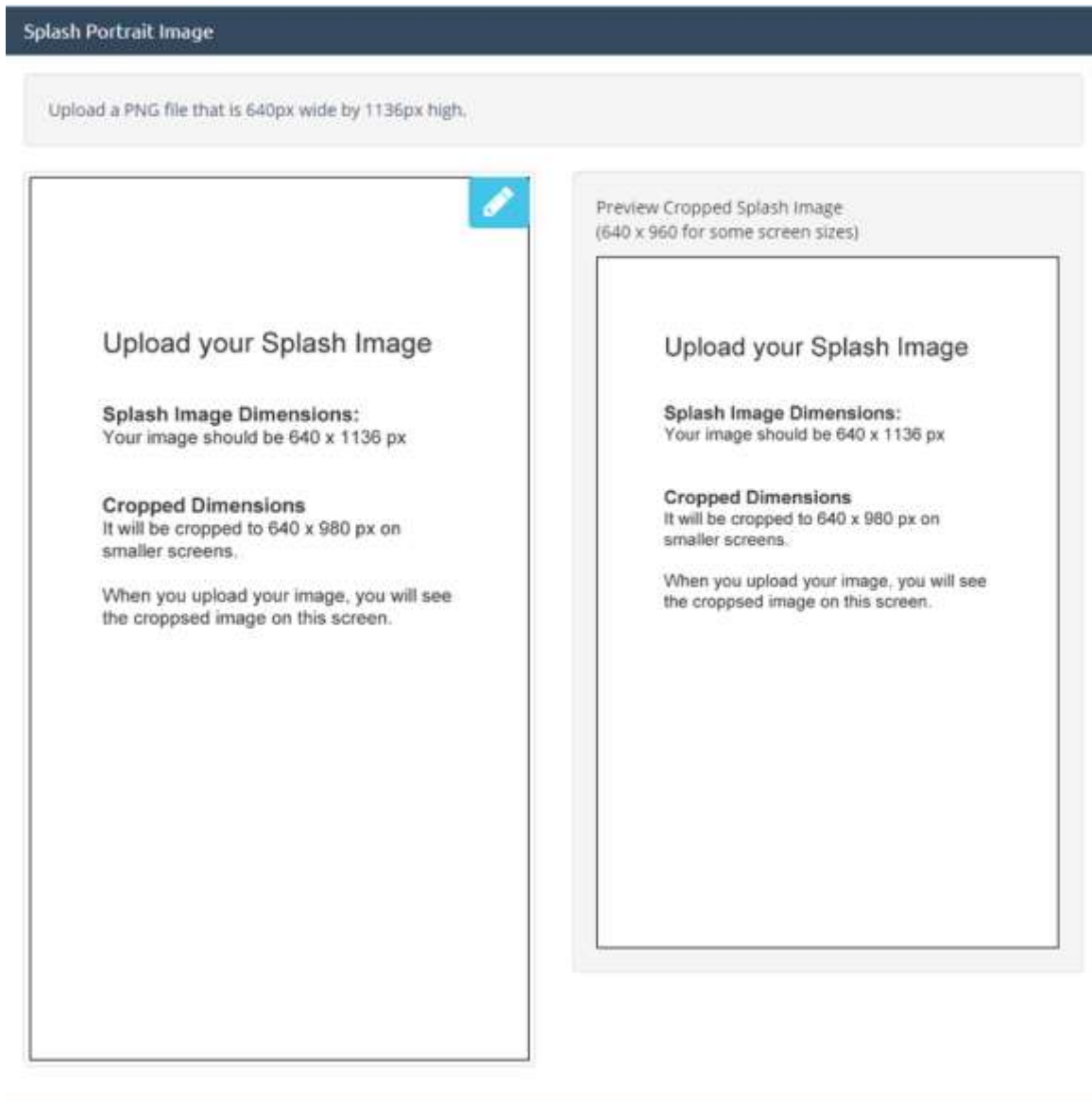


Figure 29: >> Portrait Splash

Click on the pencil icon, choose home icon file or drag/drop home icon file, and click 'Done'.

Portrait Splash Dimensions & Format

Portrait Splash: 640 px wide x 1136 px high

Image will be cropped to 640 px x 980 px on smaller screens

Image file type: png file only

>> Landscape Splash

The Landscape Splash is the landscape image that is displayed on your iPad or Android tablet after the user selects the tour app and while your tour app is booting up

Click on >> Landscape Splash

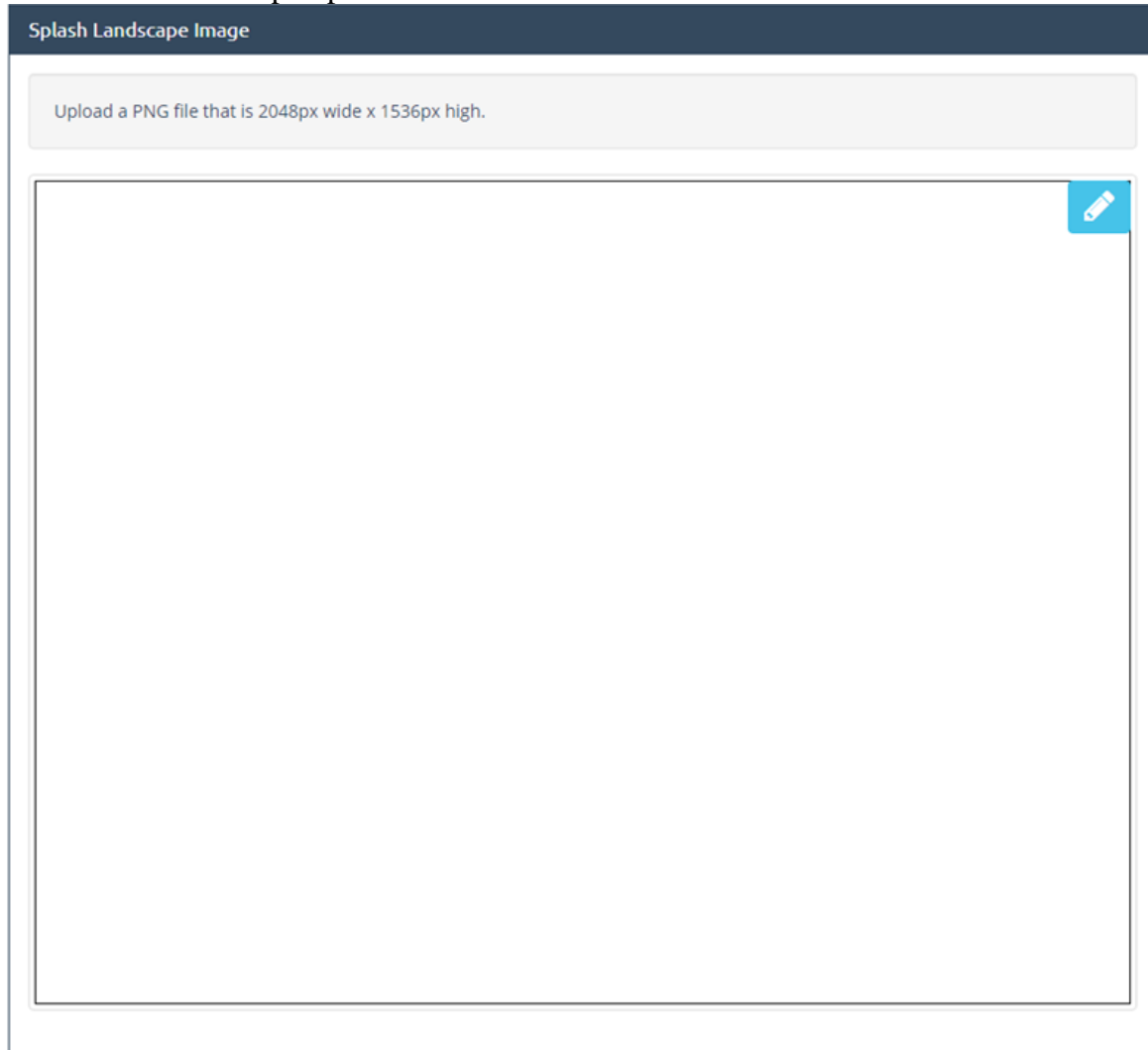


Figure 30: >> Landscape Splash

Click on the pencil icon, choose home icon file or drag/drop home icon file, and click 'Done'.

Landscape Splash Dimensions & Format
Portrait Splash: 2048 px wide x 1536 px high
Image file type: png file only

App Store

Click on App Store.

The screenshot displays two sections of a form. The top section, titled "App Store Listing", contains the following fields: "App Store Name:" with a text input containing "app name"; "Languages:" with a text input containing "Enter Languages"; "App Price:" with a dropdown menu showing "\$0"; "Keywords (100 characters max):" with a text input containing "Enter Keywords"; "App Store Short Description (30 characters max):" with a text input containing "Enter Short Description"; and "App Description:" with a larger text area containing "Enter App Description:". The bottom section, titled "Company Contact Information", contains four text input fields: "Name:" (containing "Enter Name"), "Website:" (containing "Enter Website"), "Email Address:" (containing "Enter Email Address"), and "Phone Number:" (containing "Enter Phone Number").

Figure 31: App Store Input Screen

App Store Listing

App Store Name:

The title of the app that will be displayed on the App Store

App Price:

The price users will pay to purchase the app. Enter \$0 for a free app

Keywords:

Keywords users can use to search for the app

App Store Description:

Short description of the app that appears on the App Store

App Description:

Full app description that appears on the App Store

Languages:

List all languages in the app separated by commas

Company Contact Information

Name:

Name of company offering the app.

Email Address:

App marketing contact email for Android market only

Website:

Displays as marketing website for Android market

Phone Number:

App marketing contact phone number for Android market

About

Click on ‘About’

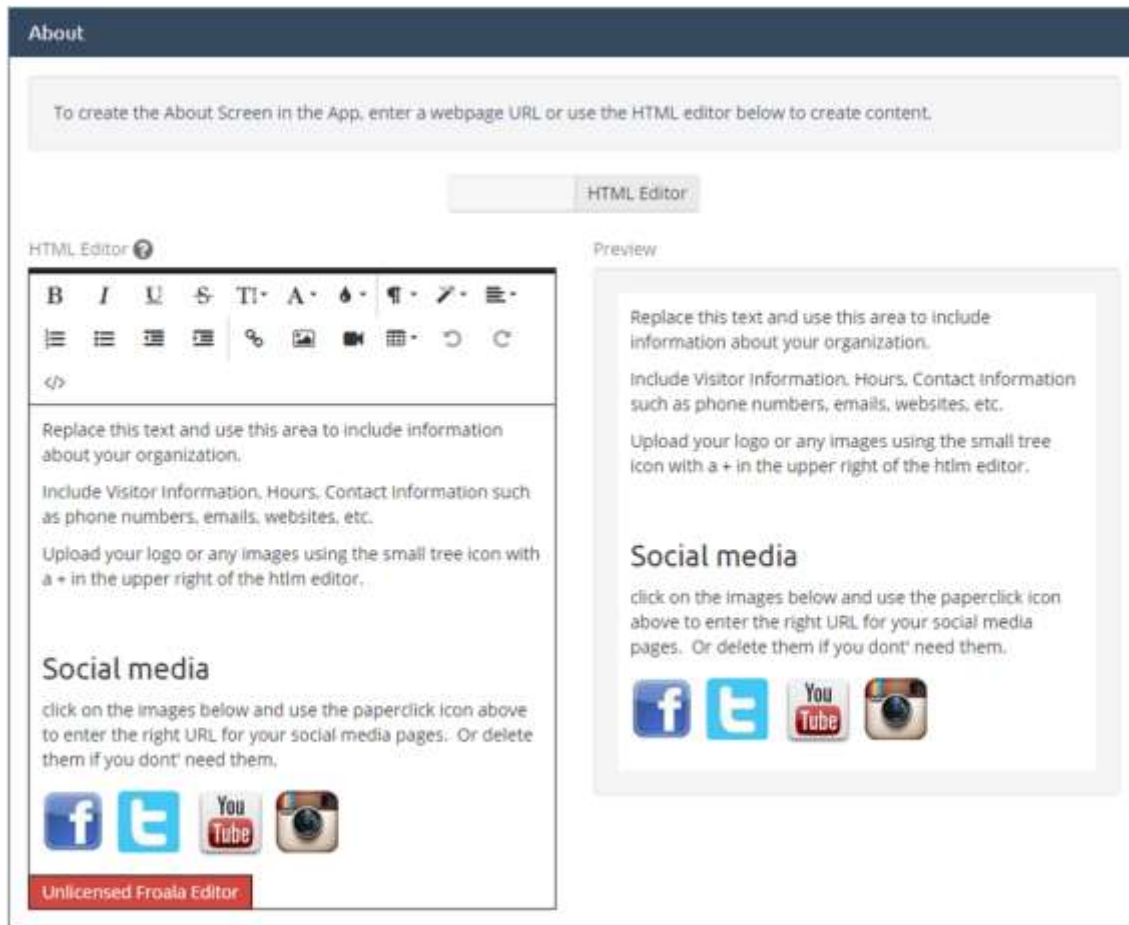


Figure 32: About

The ‘About’ screen provides you with the opportunity to convey information about your organization or company to the user. You can either use the HTML editor to create the content for the ‘About’ page or click on the blank rectangle next to the words ‘HTML Editor’ and enter a webpage URL (for example, you can enter the URL of your organization’s home page).

Important Note: If you enter a URL it must begin with <https://> not <http://>

VI. Edit an Existing App

Every time you log back into AppBuilder to work on your app click 'Edit Guide' and you will be taken to the Tour Stops page.

VII. Preview Your App

When you feel you are about ready to submit your app for publication on the App Store and on the Google Play Store (i.e. you have created all of your tour stops, uploaded all of your tour stop content on the Tour Stops page and entered the data and uploaded all of the images on the Guide page) you can preview your app using a multi-site app guide.

We will direct you to a multi-site app guide that you can download to your phone or iPad/tablet and you will use your passcode to download and preview your app in the multi-site app guide.

VIII. Publish App

To signal to Spatial Adventures that you are ready to have your app compiled and published log into your account on spatialappbuilder.com and click on 'Request to Publish'.

If you are already logged into your account click on the 'person' icon in the top-level menu bar and select 'My Apps' to go back to your dashboard. Click on 'Request to Publish'.



Figure 33: Request to Publish

In addition, we request you send an email to apps@spatialadventures.com and let us know that you are ready to publish the app. This e-mail will ensure we receive prompt notice of your intent to publish your app.

IX. Update App

After your app has been published and is available on the App Store and on the Google Play Store you can continue to update your app. You can add/delete stops, add/modify/delete the content of tour stops, add/remove categories, etc.

When you have made changes and are ready to push those changes go to the top-level menu bar and click 'Update App'. The updated content will be pushed to the users' app and to new apps that are downloaded thereafter.



Figure 34: Update App