

<p>1. I'm unhappy about the choice of graphics that Metamorphosis has made to insert in my lesson. Is there anything I can do about it?</p>	<p>Yes, there are a number of things you could try:</p> <ol style="list-style-type: none"> 1. Restrict the graphic type that Metamorphosis is to use. For example, if you wanted only colour photographs to be used then you would need to: <ul style="list-style-type: none"> ○ Go to the Settings pane ○ Select the Graphics option ○ Under Graphic type(s) to include uncheck every option except for Color photos. 2. Prioritise the library graphic categories. This means Metamorphosis will first attempt to find graphics from the categories you nominate. Refer to the Prioritising the graphics categories section for more information. 3. If you are expecting Metamorphosis to include graphics from its library, and it isn't, then you need to: <ul style="list-style-type: none"> ○ Go to the Settings pane ○ Select the Graphics option ○ Under Library Graphics, check the Automatically add graphics from library option. 4. If you are expecting Metamorphosis to include graphics from your source document, and it isn't, then you need to: <ul style="list-style-type: none"> ○ Go to the Settings pane ○ Select the Graphics option ○ Check the Include graphics from source document option. 5. Replace the graphics in the Edit tab using the Add/Replace graphics button.
<p>2. I have a document that is essentially one huge table that I'm having trouble converting satisfactorily. What can I do about it?</p>	<p>While Metamorphosis accepts virtually any Word document there are cases that cannot be converted satisfactorily. A multi-page document that consists of one long table, such as might be used by an interactive movie script will not convert well. Metamorphosis cannot determine the best way to layout the text it finds.</p> <p>To deal with the problem, highlight the table, select the Convert Table to Text command in the Word Table menu and then rearrange the text until it makes sense. It is now ready to be converted by Metamorphosis.</p>
<p>3. I'm unable to view an entire web page at one time without scrolling to view the hidden parts. What should I do?</p>	<ol style="list-style-type: none"> 1. Make sure that your monitor is set to a resolution of at least 1024 by 768 pixels. To change the resolution: <ul style="list-style-type: none"> ○ Go to Start > Settings > Control Panel > Display ○ The Display Properties dialog box appears ○ Click on the Settings tab ○ On this tab sheet there is a pane labelled Screen resolution ○ Drag the tracking block to change the resolution ○ Click the OK button and follow any on screen instructions. 2. You may need to maximise Internet Explorer (IE). To do this, do one of the following: <ul style="list-style-type: none"> ○ Double click on Internet Explorer's title bar

	<ul style="list-style-type: none"> ○ Single click on the small icon on IE's title bar and select Maximize from the popup menu that appears ○ Right mouse click on the IE on the task bar and select Maximize from the popup menu that appears ○ Single click on the maximize system button (the middle button of the three buttons on the right hand side of IE's title bar)
<p>4. How can I let Metamorphosis know that I've moved the graphics library to a new location?</p>	<p>If the graphics library has been moved you can use the File menu item Preferences / Set graphics library location... to point at the new location.</p> <p>The graphics library is contained within a folder called "Library". This folder should not be renamed. When the graphics library is moved it is this "Library" folder that is moved. When you set a new location, it is the "Library" folder that you need to locate - not any of its sub-folders.</p>
<p>5. When I publish a standalone version an Index.hta file is created. What is it for?</p>	<p>It is only meant for use locally under Windows XP SP2.</p> <p>Windows XP SP2 introduced enhanced security procedures. One of which was to block "active content" (active content includes JavaScript, Java applets, Flash, ActiveX controls...) in a file that is run on the local machine (My Computer) in the hope that it would prevent malicious code from automatically running.</p> <p>By the way, although their names are similar "Java" and "JavaScript" are totally separate and unrelated entities.</p> <p>To prevent the warning messages from appearing and to allow a project with active content to run correctly do one of the following:</p> <ul style="list-style-type: none"> • On Windows computers, run Index.HTA instead of Index,HTM • Use a different modern browser to IE eg. Firefox • Host the project on a server (in which case do not upload Index.HTA) • In IE go to the menu item Tools / Internet Options; click the Advanced tab; scroll down to the Security branch and check the checkbox next to the item "Allow active content to run in files on My Computer". Warning: this will change the security setting for all files run on My Computer.
<p>6. When I publish a standalone version and run it locally under IE some images do not appear.</p>	<p>Sometimes I do see the images flash on and then disappear.</p> <p>This most likely because one of the folders that contains the published project contains one of more "non internet safe" characters (such as "(").</p> <p>Rename any "non internet safe" characters in all containing folders to, say,</p>

	alphanumeric characters and all missing images should appear.
7. Why does it, when I try to save/publish Metamorphosis project across a network, misbehave/fail?	<p>More than likely it's because your network drive uses a UNC (Universal Naming Convention) based path. While UNC is a more flexible standard (as it allows you to identify a server by name without worrying about a drive letter assignment) the current version of MM has only been tested on network drives that have been mapped to a drive letter. For example, MM will save to a folder on the K:\projects drive but not to \\serverpath\projects even though the folders are actually the same.</p> <p>To Map a Network Drive:</p> <ol style="list-style-type: none"> 1. Open Windows Explorer. (If you cannot find Windows Explorer, right-click on the Start menu and choose Explore.) 2. Select the Tools menu, then select Map Network Drive. 3. Under Drive, choose a drive letter from the pull-down menu and select the drive to connect to. Select 'Reconnect at logon'. 4. Click Finish. 5. To disconnect your network drive go to: Tools > Disconnect Network Drive - select the drive you wish to disconnect.
8. How can I use Metamorphosis without requiring the CD Rom in the drive all the time?	<p>If you did the typical install of Metamorphosis then the library graphics remain on the CD Rom. This means that each time you run the program Metamorphosis will look for the library graphics on the CD Rom - and give you an error if it can't locate it. To prevent it from looking for the CD Rom you can do one of the following:</p> <ul style="list-style-type: none"> • Under Settings / Graphics uncheck the checkbox labelled 'Automatically add graphics from library'. This means Metamorphosis will never try to use one of its library graphics and so not try to access the CD Rom. • When you install Metamorphosis choose the option that loads the library graphics with your install - the library graphics get installed with the program. • Copy the entire folder from the CD Rom called 'Library' (which is about 550MB in size) to a drive-based path that is available to your computer, or simply to your hard drive. Then point Metamorphosis to the new location. Metamorphosis will now look for its library graphics in this 'Library' folder.
9. When I test an ASP web-published version of my project on the web server I get an "operation must use an	<p>The answer is from Microsoft's Article ID 175168 which says:</p> <p>"The most common reason is that the Internet Guest account (IUSR_MACHINE), which is by default part of the 'Everyone' group, does not have Write permissions on the database file (.mdb). To fix this problem, use the Security tab in Explorer to adjust the properties for this</p>

<p>updateable query", or similar, error.</p>	<p>file so that the Internet Guest account has the correct permissions."</p> <p>It's often not enough to just move your files to your web server. Metamorphosis cannot change settings on your web server so it's up to you to give both your ASP files and the database appropriate permissions.</p>
<p>10. How do I prepare a source Word document that I want to import as a quiz?</p>	<p>If you wish Metamorphosis to automatically recognise multiple choice questions in your Word documents (so it can automatically create the questions within Metamorphosis) you must first prepare the questions in your Word document by applying appropriate styles.</p> <p>Once you have typed your questions, use the custom Word style stem for the questions themselves, the custom Word style option for distractors, and the custom Word style optionyes for the correct answer(s). Avoid having these style names on any other element anywhere else in your document or Metamorphosis will become 'confused' and will not properly generate the quiz.</p> <p>If you want to have more control over your quiz, make it the last topic in your lesson and then nominate the last topic as an Assessment topic in the Assessment category of the Metamorphosis' Settings pane. Then you will be able to specify question time limits, randomization, pooling...</p>
<p>11. Information is stored in an MS Access database where the date is split over three fields. How do I combine the three fields into one?</p>	<p>To combine the three "date" fields in your MS Access database into one date field use a macro (an automated sequence of commands that provide a specific function). To create a macro do the following:</p> <ol style="list-style-type: none"> 1. Open your database in MS Access. 2. Select 'Macros' from the left hand Objects pane. 3. Select 'New' and the macro design window appears. 4. Add the following 6 actions in order. 5. Close and save the macro window. 6. To run the macro either double-click on it or select it and click the 'Run' icon. <p>Notes:</p> <ul style="list-style-type: none"> • The options go in the bottom left hand area of the window. • If you don't want the existing date fields deleted omit the last 3 actions. • I've assumed the existing table name is "Table1" if it isn't then change all instances of "Table1" to the actual table name. • I've assumed the copy of the table is to named "Table1Copy" if it isn't then change all instances of "Table1Copy" to the actual table name. • Each SQL Statement goes on one line (they probably here display as wrapping).

	<ul style="list-style-type: none"> • A macro may be copied and pasted from one database to another. <p>Actions:</p> <p>Action: CopyObject Options: Destination database: [leave blank] New Name: Table1Copy Source Object Type: Table Source Object Name Table1 Action: RunSQL Options: SQL Statement: ALTER TABLE Table1Copy ADD COLUMN CompleteDate DATETIME; Use Transaction: No Action: RunSQL Options: If your standard date format is month/day/year use the following line: SQL Statement: UPDATE Table1Copy SET CompleteDate = CDate(CStr([CourseDay])+"/"+CStr([CourseMonth])+"/"+CStr([CourseYear])); If, instead, your standard date format is day/month/year use the following line: SQL Statement: UPDATE Table1Copy SET CompleteDate = CDate(CStr([CourseDay])+"/"+CStr([CourseMonth])+"/"+CStr([CourseYear])); [At any rate you should test a small table and see if the results you get are what you expect.] Use Transaction: No Action: RunSQL Options: SQL Statement: ALTER TABLE Table1Copy DROP COLUMN CourseDay; Use Transaction: No Action: RunSQL Options: SQL Statement: ALTER TABLE Table1Copy DROP COLUMN CourseMonth; Use Transaction: No Action: RunSQL Options: SQL Statement: ALTER TABLE Table1Copy DROP COLUMN CourseYear; Use Transaction: No</p>
12. I've specified some settings for the assessment topic but the	<p>For an assessment topic if you want to:</p> <ol style="list-style-type: none"> 1. Randomise the question order <ul style="list-style-type: none"> ○ in the assessment tab, by checking the box "Present

<p>published project is not behaving as I would expect it to.</p>	<p>questions in random order"</p> <ol style="list-style-type: none"> 2. Set the number of questions <ul style="list-style-type: none"> o in the assessment tab, by checking the box "Set the number of questions to present from the total pool of questions" <p>The assessment topic questions must be:</p> <ul style="list-style-type: none"> • at the root level of the assessment topic (not in a sub topic/container) • contiguous with other questions i.e. all the question must follow each other without any non-question screens between them.
<p>13. Once I import the documents to create a multi-topic lesson how do I change the topic title that appears on the main menu?</p>	<p>The topic titles can be changed in the Sorter, on the Edit pane, under the Tree (view) tab. Each topic appears as a folder icon. If you click twice (not a double-click) on the text label for a topic then you can edit the label. Editing the label changes the title that appears on the main menu.</p>
<p>14. How do I disable the 'Next' button?</p>	<p>Metamorphosis allows for the disabling of the 'Next' button in a number of specific situations. Outside of these it is not directly possible to disable the 'Next' button. Though, if you are prepared to do some hand coding then, there is a way:</p> <p>Note: this has been added to the Additional features utility so you don't need to hand code the following.</p> <p>First, from the published output locate the screen on which the 'Next' button is to be disabled. Then make a copy of the screen and put the copy somewhere safe. Using Notepad open the screen.</p> <p>The top of the opened screen will look something like this:</p> <pre>< !DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01//EN" "http://www.w3.org/TR/html4/strict.dtd"> <html> <head> <title>Unt</title> <meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1"></pre>

```
<meta http-equiv="Content-Style" content="text/css">
```

```
<style type="text/css">@import url(scripts/Unt.css);</style>
```

```
</head>
```

Add the following after the STYLE element and before the end of the HEAD element:< script type="text/javascript">

```
    window.onload = function() { parent.mph.disableNext(); };
```

```
</script>
```

So the page now looks like this:

```
< !DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01//EN"
```

```
"http://www.w3.org/TR/html4/strict.dtd">
```

```
<html>
```

```
<head>
```

```
<title>Unt</title>
```

```
<meta http-equiv="Content-Type" content="text/html;charset=iso-8859-1">
```

```
<meta http-equiv="Content-Style" content="text/css">
```

```
<style type="text/css">@import url(scripts/Unt.css);</style>
```

```
<script type="text/javascript">
```

```
    window.onload = function() { parent.mph.disableNext(); };
```

```
</script>
```

```
</head>
```

Save the changes you've made to the screen and then test the published project.

If there's a problem, reopen the screen with notepad and correct it. If you are unable to correct the problem then you'll need to replace the screen with its saved version and try again.

<p>15. I'm opening lesson from a custom-built menu across a secure connection but the lesson does not display properly. Is there a fix for this?</p>	<p>Trying to open the lesson using relative paths in a JavaScript function call e.g.</p> <pre>var win = window.open("../my_lessons/lesson01/index.htm",...)</pre> <p>will not work. You need to use a full URI e.g.</p> <pre>var win = window.open("http://www.mydomain.com/my_lessons/lesson01/index.htm",...)</pre>
<p>16. I can neither preview nor publish my lesson. What's the problem?</p>	<p>It can be one of two possibilities.</p> <p>First, in the ye olde DOS days Microsoft reserved these words: CON, PRN, AUX, NUL, COM1, COM2, COM3, COM4, COM5, COM6, COM7, COM8, COM9, LPT1, LPT2, LPT3, LPT4, LPT5, LPT6, LPT7, LPT8, and LPT9.</p> <p>You cannot name a file with a reserved word even if you add an extensions e.g "CON.doc" or "con.Doc" or "Con.DOC"... (the reservations are case insensitive). Apparently this restriction is in force with today's Microsoft Windows.</p> <p>It is the three-letter reserved words that are of concern: CON, PRN, AUX, and NUL.</p> <p>When Metamorphosis 2 previews or publishes a project it creates a style sheet for the project using the first three letters of the project's name. Unfortunately if those letters match one of the reserved words then Windows will not allow the style sheet to be created. Without the style sheet the project can neither preview nor publish. For example, if a project is named "Consulting.MPH" then the style sheet would be named "CON.CSS" which Windows will not allow to be created.</p> <p>Note that here we are talking about the name of your project file itself and not the project/lesson title that is displayed to the end user/student.</p> <p>The workaround is to ensure that your project does not start with one of the three-letter reserved words. If your project currently does, then simply change the project's (and the project's "support" folder's) name appropriately. For example, change the name from "Consulting.MPH" to "aConsulting.MPH".</p> <p>Note that Metamorphosis version 3+ allows you to name a project with a name that begins with any of the "reserved" words.</p> <p>Secondly, if you are using a custom theme the structure of the theme may have changed between different versions of Metamorphosis. You may</p>

	<p>need to update your custom theme so that it is compatible with the version of Metamorphosis you are using.</p>
<p>17. On Windows Vista, Metamorphosis complains that it needs to be run at least once by someone with Administrator privileges but I'm an Administrator and it still won't run.</p>	<p>The new security (UAC) setup in Vista is most likely the issue. Even though you are an Administrator, you will probably have to do a 'Run as Administrator' because, by default, Vista will start applications in non-administrator mode. To do a one-time-only 'Run as Administrator', right-mouse click on the icon or shortcut and choose 'Run As Administrator'.</p> <p>More detail is available here http://vistasupport.mvps.org/run_as_administrator.htm .</p>
<p>18. When I try to upload a lesson my FTP program keeps failing.</p>	<p>Some FTP programs will not accept file names that contain spaces. You should make certain that any content you import (graphics, video...) does not contain spaces. If you have imported content whose file name contains one or more spaces you'll need to rename the original content (i.e. remove the spaces from the file name) and to then re-import the content into your project.</p> <p>Also the default files that are published with some themes contain spaces e.g. "Deep Blue". Before you upload to a web server it is safe to delete these files in [published content folder]\content\scripts\pics:</p> <ul style="list-style-type: none"> • [theme name].css • description.txt • mph.ico • screendump.jpg <p>Note that if the problem is with an LMS-published lesson, and you delete the above files, then you will also need to manually delete references to the files in the file imsmanifest.xml. The manifest may be opened and edited with Windows Notepad.</p>
<p>19. I keep getting an error that reads, "Cannot create a file when that file already exists" when I open or try to save my project.</p>	<p>This error message can occur due to many different reasons - domain permissions, server too busy...</p> <p>Things to try to resolve it include:</p> <ul style="list-style-type: none"> • Doing a "save as..." and the save the project to a different file name. • Not trying to open and/or save the project across a network particularly if the network drive is being accessed with a UNC path. Instead, work with the project locally and then later copy the project to the server. • Having your IT support check your domain permissions - a user

	<p>may be allowed to read/modify existing files but not allowed to create new files or folders.</p> <p>We suspect its a permissions/privileges issue:</p> <ol style="list-style-type: none"> 1. Make sure you have full access to your Metamorphosis "root" folder, its sub folders and files. That is to (typically): <p>XP - C:\Documents and Settings\[user name]\Application Data\Apixel\Metamorphosis Vista - C:\users\[user name]\AppData\Roaming\Apixel\Metamorphosis</p> 2. Make sure you have access to the graphics library (the "Library" folder) its sub folders and files. 3. Make sure that you don't have a security policy which only allows you to create files on certain drives and /or folders.
<p>20. How do I add my own graphics to the graphics library so that they will appear in graphics searched?</p>	<p>First, making the necessary edits to allow this to happen is not something we support - beyond this FAQ note. So if you proceed, you do so at your own risk.</p> <p>All images for the graphics library reside in their respective folders in the "Library" folder.</p> <p>All images for the graphics library are managed via the XML file "Images.XML".</p> <p>There are four different types of supported images:</p> <ol style="list-style-type: none"> 1. In the folder "Library/Vector" are Windows Metafiles. <p>Images with the extension .wmf. Within Images.XML these images are considered to be of the type: Vector</p> 2. In the folder "Library/Stock Photo b&w" are 8 bit grey scale JPEG images. <p>Images with the extension .jpg. Within Images.XML these images are considered to be of the type: Stock Photo b&w</p> 3. In the folder "Library/Stock Photo color" are color JPEG images. <p>Images with the extension .jpg. Within Images.XML these images are considered to be of the type: Stock Photo color</p>

4. In the folder "Library/Photo_Objects" are two sub-folders:

In the folder "Library/Photo_Objects/image_JPG" are JPEG images.

Images with the extension .jpg.

In the folder "Library/Photo_Objects/mask" are 4 bit gray scale PNG images.

Images with the extension .png.

Each JPEG has a matching PNG image (a mask). A mask is like a stencil in that both have areas that are "open" and areas that are "closed". The closed areas make the areas of the JPEG image, that it covers, transparent.

Within Images.XML these images are considered to be of the type:
Photo Object

Available Image Categories

- Agriculture & Industry
- Architecture
- Business, Commerce & Trade
- Education
- Food & Beverages
- Health & Safety
- Holiday & Special Occasions
- House & Home
- Lifestyles & Culture
- Nature
- People
- Religion, Myth & Fantasy
- Science & Technology
- Signs & Symbols
- Social Issues & Government
- Sports & Leisure
- Transportation
- Travel & Tourism
- Wildlife & Animals

Important Rules

- Within Images.XML the ampersand (&) must be written as "&" (without the quotes).
- An image's file name must be unique with respect to all other images in the library.
- The actual image name is not important, as such.
- All alphabetic characters in image file names are to be written in all lower case.
- Do not include any spaces in image file names.

- Do not include any "odd" characters in image file names e.g. &.~!@#\$\$%^*(),-=:<>?.`[]\}|, letters with accents...
- Make a backup copy of Images.XML before you commence to edit it.

Before You Begin

- Decide on keywords for each new image
- Decide on what category each image best fits into e.g. "Architecture" (each image may only be of one category).
- Decide on what image type each image is e.g. "Stock Photo - color" (each image may only be one image type). Note that "Photo Objects" consist of two images - an image and its corresponding mask.
- Do not include any "odd" characters in keywords e.g. &.~!@#\$\$%^*(),-=:<>?.`[]\}|, letters with accents...
- Make a backup copy of Images.XML prior to editing it.

Procedure to Edit Images.XML

1. Place your images into the appropriate graphics library sub-folder.
2. Open Image.xml with, say, Notepad. Its a relatively large file so it will be slow to respond - be patient.
3. The initial line reads <images>
4. Immediately after that add the following line once for each new image:

```
<image><file>a</file><keywords>b</keywords><category>c</category><type>d</type></image>
```

Where:

a = the image's file name

b = the keyword(s)

Keywords consist of one or more single words enclosed in square brackets

e.g. [keyword1][keyword2][keyword3]...

c = the image category

d = the image type

5. Save the file.
6. Open the file with Internet Explorer to test it. It will be very slow to open but if the XML file is well formed (doesn't contain any syntax errors) then you'll not see any error messages. If there is an error then you must fix it.
7. Now test Metamorphosis using the updated graphics library and Images.XML.

The Images.XML file and the new library images should now be ready to go. On the other hand, if problems persist and you cannot fix them then

	<p>you can always revert back to your backup copy of Images.XML.</p>
<p>21. Why do I have to keep entering the activation code each time I launch Metamorphosis?</p>	<p>The first time Metamorphosis is run it needs to be run by someone with Administration privileges so that the activation code may be stored to the computer's registry. If the activation cannot be stored then each time Metamorphosis is launched the activation code will need to be re-entered.</p> <p>If you are running Windows Vista or Windows 7 and you are an administrator, applications may still not run even though you have Administration privileges. To run an application with Administration privileges right-mouse click on the application's icon and select Run as administrator.</p> <p>If you are still asked to re-enter the activation code each time you launch Metamorphosis then you have some computer security restriction or policy in place which is preventing Metamorphosis from updating your computer's registry. In which case, you'll need to ask your IT services to manually update the computer's registry with the following:</p> <p style="padding-left: 40px;">If it doesn't already exist, create this new key HKEY_LOCAL_MACHINE\SOFTWARE\Apixel\Metamorphosis 6</p> <p style="padding-left: 40px;">Note that the number on the end of the key must match the version of Metamorphosis that you have. For example, for Metamorphosis version 5 the key name would be "HKEY_LOCAL_MACHINE\SOFTWARE\Apixel\Metamorphosis 5".</p> <p style="padding-left: 40px;">To this key add a new string value titled "Activation Code" (without the quotes) and its value data is the activation code.</p> <p style="padding-left: 40px;">Warning: Incorrectly editing your computer's registry may render your computer unusable.</p>
<p>22. When trying to sign in or self-register with a web-database published course I get the error, "The field is too small to accept the amount of data you attempted to add. Try inserting or pasting less data." This happens even if I insert just 1 character. How</p>	<p>If your course's name, including spaces, is more that 50 characters long then it will not fit into the default space allocated for it within the database table(s).</p> <p>Currently mph.mdb's CourseName field size is set to 50.</p> <p>Either shorten your course's name or open the database with MS Access (if you're using mph.mdb), open the table in Design View and change the size of the CourseName field to, say, 80 (do this for both tables 1 and 2).</p>

do I resolve this?	
<p>23. Using the fade in/out Ken Burns effect on some images causes display issues. Can you explain what's happening?</p>	<p>There are two known issues.</p> <p>First, with Internet Explorer to fade in or out a JPEG image, what's called, an opacity filter needs to be applied to the image. Currently there's a bug in Internet Explorer that will render all pure black (#000000) pixels of a JPEG as transparent. This bug doesn't happen on other browsers nor on PNG images.</p> <p>The only "solution" is to edit the image with photo editing software to remove/change all the pure black pixels in the image (or to not apply a fade effect).</p> <p>Secondly, with Internet Explorer, photo objects (PNG images with a transparency mask) may display with a dashed line around the visible perimeter of the image. This appears to be a bug in Internet Explorer when it applies an opacity filter to a photo object. This bug does not happen on other browsers.</p> <p>The only "solution" is to not apply a fade effect to a photo object.</p>
<p>24. If I save and close my Metamorphosis project when I double-click it to re-open it opens with a different version of Metamorphosis. How can I open my project with the correct version of Metamorphosis?</p>	<p>This probably can only happen if you have multiple versions of Metamorphosis installed.</p> <p>To change what application opens a particular kind of file (in this case its a Metamorphosis project file - it has a .MPH extension) do this:</p> <ul style="list-style-type: none"> • Right-mouse click on the file • From the popup/context menu that appears select: Open With > Choose Default Program... • Check the box Always use the selected program to open this kind of file • Click the Browse... button and locate the application which you want to open this kind of file (see the note below). • Click the OK button. <p>Now when you double-click your file it should open with the application you have nominated.</p> <p>Note, clicking the "Browser..." button means for you to open the folder in which the version of Metamorphosis you want to associate with .MPH project files is installed and then double-clicking on the Metamorphosis x.EXE file to select it.</p>
<p>25. When I open a project, that I've previously</p>	<p>If you open a project created with a newer version of Metamorphosis with an older version of Metamorphosis then your screens may not appear. Metamorphosis projects are forwards, not backwards, compatible. That is,</p>

<p>been working on, the Edit pane is empty. Where have my screens gone?</p>	<p>you can safely open projects created with older versions of Metamorphosis with a newer version of Metamorphosis.</p> <p>If you have multiple versions of Metamorphosis installed, double-clicking a project may open the project in a different version of Metamorphosis than the one you intended. First launch the intended version of Metamorphosis and then open your project from it.</p> <p>The safest thing we can suggest to do is to uninstall all versions - if a version exists after you run the uninstaller(s) delete it manually - and to reinstall just your most current version.</p>
<p>26. When I try to open a project created with version 3 of Metamorphosis with version 4 I get an error that reads Failed to open document.</p>	<p>All Metamorphosis 3 projects need to be opened and saved with the latest version 3 (3.404) for them to be correctly recognised by version 4. A bug in the internal numbering system in version 3 was discovered and fixed at version 3.404. The internal numbering is used by Metamorphosis to identify a project, so early version 3 projects are not properly recognised by version 4.</p>
<p>27. Questions that I expect to appear in an assessment do not appear. Why don't my questions appear?</p>	<p>The most likely reason is that this box Settings > Last topic, or the linear course, is the assessment > Present question in random order is checked. When it is checked Metamorphosis can only present the questions that are contiguous with the first question it finds. All other questions are ignored.</p> <p>For example, if the screen layout in the assessment topic was n, q, q, q, q, q, n, q, q, q, f</p> <p>where n = normal q = question f = feedback</p> <p>Then the course will only display the first five questions.</p> <p>To display all questions uncheck the box 'Present question in random order'.</p>
<p>28. Can you I use Metamorphosis on or across a network?</p>	<p>The general answer is no.</p> <p>We do not support:</p> <ol style="list-style-type: none"> 1. Installing Metamorphosis onto a server, 2. Publishing to a server, or 3. Having a setup where Metamorphosis is installed locally but your user data folder is redirected to a network drive.

	<p>It may work (especially with a change we made to version 5.010) in some situations but do not expect it to. Generally, you should always install and publish locally (later uploading any published content to your server).</p>
<p>29. Why don't all my questions appear in my published course?</p>	<p>If you check the box</p> <p>Settings > Assessment > Last topic... > Present questions in random order</p> <p>Metamorphosis can only select the questions from the first question it finds in the topic until a non-question screen is found. For example (here 'q' is a question screen and 'n' is a non-question screen) if you have these screens in an assessment topic:</p> <p>n q1 q2 q3 n n n n q4 q5 q6 q7 n n n q8 n q9 n q10</p> <p>Metamorphosis will only select q1, q2, and q3 and ignore all the other questions. If you want all the questions you need to either</p> <ul style="list-style-type: none"> - uncheck the box 'Present questions in random order' - put all the question contiguously eg. n n n n n q1 q2 q3 q4 q5 q6 q7 q8 q9 q10 n n n n n - or if its a linear, single topic, course uncheck the box <p>Settings > Assessment > Last topic...</p> <p>and check the box</p> <p>Import > Linear, single topic, course > All questions are assessable</p> <p>Though this last option changes the nature of the course.</p>
<p>30. I'm interested in having the content area of my course to be in the proportion 16 by 9. How do I do that?</p>	<p>The following is only for users of Metamorphosis 6+.</p> <p>The size of the content area of a regular-sized course is 1008 x 560 pixels, which is 16 by 8.888. One possible size change to achieve 16 by 9 is to 992 by 558 pixels. Given that the top and navigation bars are 60 pixels high this would mean that the course size needs to be changed to 992 by 678 pixels.</p> <p>Note as the height change is only 2 pixels Metamorphosis does not change the height of the top or navigation bars. If you set a different height you may need to compensate for any resizing of the top and/or navigation bars.</p>
<p>31. When I try to</p>	<p>What the error means is that the Metamorphosis graphics library cannot be</p>

<p>import a document I get an error which reads "Failed to find images in the following path:..." How do I resolve this images path error?</p>	<p>found. You will need to:</p> <p>If the graphics library has not been installed , install the graphics library from the install CD to you computer.</p> <p>Or</p> <p>If the graphics library has in fact been installed then you will need to use the menu item:</p> <p style="padding-left: 40px;">File > Preferences > Set graphics library location...</p> <p>to point Metamorphosis to the library.</p> <p>Or</p> <p>If you have elected to keep the graphics library on the install disk, insert the disk into the disk drive before you try to import your document. If you hold down the Shift key (on your keyboard) as you insert the disk it will prevent the disk from auto-running.</p>
<p>32. When I launch a Metamorphosis I get an error about an ordinal not being located in a dynamic link library.</p>	<p>Metamorphosis expects to find some Microsoft supplied redistributables installed on your computer. These are usually available but there is a chance that may not be installed on your computer. Without them Metamorphosis cannot function correctly.</p> <p>Unfortunately the Metamorphosis installer cannot reliably check if the redistributables are installed. If you experience problems about ordinals in dynamic link libraries then you will need to download and install the following:</p> <p>1. MSXML 4.0 Service Pack 3 (Microsoft XML Core Services) from http://www.microsoft.com/downloads/en/details.aspx?FamilyID=7f6c0cb4-7a5e-4790-a7cf-9e139e6819c0&displaylang=en</p> <p>Here the file to download and install is msxml.msi.</p> <p>2. Microsoft Visual C++ 2008 Redistributable Package (x86) from http://www.pacificm.com/downloads/vcredist_x86.exe</p> <p>If you prefer to source this installer directly from Microsoft the version that is required is "9.0.30729.5677".</p> <p>For your convenience these files are also available on the Metamorphosis</p>

	<p>installation CD.</p> <p>Note you will probably need to restart your computer after you install the above files for the changes to be available to your computer.</p>
<p>33. My DropDown question won't validate. Why?</p>	<p>Please note the following about drop down (DD) questions.</p> <p>They cannot validate if two or more items in an option are the same. For example:</p> <pre>word 1;word 2;word 2;word 4</pre> <p>is bad. It should be</p> <pre>word 1;word 2;word 3;word 4</pre> <p>Also its possible to cut and paste multi-line text into an option. An option should only contain a single line of text. The option's field is designed to only display a single line so there's no easy way to see if there's more than one line. If you have a field that you are not sure about:</p> <ul style="list-style-type: none">• click once in the field to give it focus• press Ctrl+A to select all the contents of the field• press Ctrl+C to copy the selected contents• paste the selected contents into Notepad. <p>If there is more than one line then:</p> <ul style="list-style-type: none">• click once in the field to give it focus• press Ctrl+A to select all the contents of the field• press the Delete key to delete the contents• re-enter the contents correctly.