

Palace User Software Guide for Windows 95/98/NT

Version 3.5

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The Palace User Software Guide for Windows 95/98/NT, version 3.5

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Preface

This manual describes how to use the Palace User Software for Windows 95/98/NT client and be a member of the Palace community. It is especially designed for new users to get them up and running. However, advanced users will also find this manual useful since it describes advanced Palace features, and is a reference for the client graphical interface.

Sections of this manual

This manual has the following sections:

Introduction

This section introduces the Palace community and Palace User Software.

Getting Started

This section guides you through installing your software and getting your client up and running.

• Connecting to Palace Sites

This section explains how to connect to different Palace sites so you can start exploring the Palace community.

• How to Use the Palace

This section explains the Palace features and how to use them: your avatar, talking to and finding other people, props, and moving around.

• The Palace Client Interface

This section is a reference for the Palace User Software graphical interface, describing its menus, tools, icons, and keyboard shortcuts.

• The PalacePresents Viewer

This section describes the PalacePresents Viewer. This Palace plugin allows you to take part in large-scale networked events such as conferences, guided web tours, slideshows, live interviews, lectures and other "one-to-many" interactions.

· Advanced Features

This section describes advanced features that you will want to try when you get more acquainted with the Palace: special commands, Iptscrae, and creating member rooms.

Quick Reference

This section lists some suggestions on what to do to get going in the Palace.

In addition, several appendices are included:

- Appendix A: Community Standards
- Appendix B: User Command Summary
- Appendix C: The Palace Client Plugin API

Manual conventions

This manual has the following conventions:

- Code samples and text you enter are set in Courier, whether standing alone or embedded in the text.
- Technical terms appear in *boldface italic* in the text in their first appearance, usually accompanied by a definition.
- Graphical User Interface (GUI) elements, such as menu items and buttons, appear in **boldface**.
- · References to other books, chapters, or sections are in Italics.

NOTE - Notes to the user look like this.

Other sources of information

Besides this *User's Guide*, the Palace provides other related manuals for administering your server, becoming an operator, and mastering Iptscrae. These manuals are all available from the Palace website.

- Palace Server Guides. These manuals tell you how to obtain, install, setup, and run
 your own Palace server. A Macintosh, UNIX, and Windows 95/98/NT version are
 available.
- *Operator's Guide*. Describes the responsibilities of an operator (formerly known as a wizard), and details the Palace client's operator interface and commands.
- *Iptscrae Language Guide*. This manual is a programming and language reference guide for the Palace Iptscrae language.

In addition to the Palace online manuals, check out the Palace website for support, information, and online documentation: http://www.thepalace.com.

Introduction

Welcome to the Palace - a vast online community of graphical interactive sites. With the Palace User Software client as your gateway, the variety of Palace destinations you can explore is limitless. You can visit a diverse range of communities such as business, training, and learning resources; entertainment and gaming centers; gathering points for special interest groups; and also personal sites where you simply can go to chat and socialize with friends and family. If you download the Palace Server, you can even build and customize your own personal Palace site to host other people. An eight-user version is available for free on the Palace website (www.thepalace.com).

One of the best things about the Palace is that it is an open system, letting you create and control much of your site's content. The Palace User Software client not only functions as a front-end to browse the Palace community, but also does double-duty as a full-fledged authoring tool. By using the built-in "operator powers", available Palace tools, and the Iptscrae scripting language, you can create your own virtual world and share it with others. The system also ensures that all Palace sites can be interlinked. This means that you can build new rooms and sites, and then connect them to other Palace sites using various networking options. You can even create links between Palace sites and web pages, making it all that much easier for people to find you!

The Palace community is a client/server system, with Palace sites running on individual computers, local area networks, and the Internet. You enter a Palace site through your Palace client, which is designed to communicate with any Palace server running on another (or even the same) computer. This is similar to the way your web browser interfaces with "webservers" while surfing the Internet.

The Palace allows users to communicate effortlessly over various types of networks. You can run your Palace software on either a TCP/IP-based LAN or on the Internet via a SLIP or PPP connection. Palace sites running on Local Area Networks hooked to the Internet will allow interaction between people on the LAN and folks coming in via the Internet.

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Getting Started

This section describes how to get started using your Palace client:

- Requirements on page 11
- Logging on for the first time on page 13
- Installation on page 12
- Logging off on page 15

Requirements

The Palace User Software has the following requirements:

Computer. Pentium processor running Windows 95, Windows 98, or Windows NT (version 4.0 or newer).

RAM: At least 32 megabytes.

Monitor: 16bit High color with 800x600+ support.

Disk space: At least 10 megabytes. If you plan on traveling to other Palace sites, be aware that many of these servers have their own original artwork and sounds. As you enter new rooms in these servers, you might need additional hard disk space to store these additional assets.

Connectivity: 28.8kbps (or greater) connection to the Internet.

Browser: You need a Web browser to access user profile and Palace site pages. Either Netscape or Internet Explorer, version 4.x or better is required.

Installation

NOTE – Before using the Palace User Software client, you should obtain a registration code to unlock the full features of the software. This code is free. Be sure to register before you download; you can access the registration form from the software downloads page.

Don't give out your registration code! A Palace server does not allow two users with the same registration code to connect at the same time. This means if somebody else uses your code, you might be locked out of Palace sites all over the Internet.

The Palace client contains several related files including executable programs, graphics, sounds, prop files and script files. All of these assets are distributed in a single, self-extracting archive file.

To obtain the Palace client software, select it from the **Downloads** page at the Palace website (http://www.thepalace.com/downloads). The downloads process steps you through registration, and then downloads the install file to your machine. You can then click on the downloaded file to begin installation.

After the software installs, the Palace client launches automatically. You can choose to enter your registration code at this time to become a full-fledged member. The registration code was emailed to you after you completed the registration form online. If you choose not to register at this time, you can register later by selecting **Enter Registration Code** from the **File** menu.

Updating your software

Palace upgrades are released fairly regularly. Be sure to visit the Palace website periodically for updated versions. Here's how to do it:

- Determine which version you're currently using. To do this, select About The Palace in the Help Menu.
- 2. To grab the newest updated version (or just to check for one), select **Software Updates** from the **Help** Menu. This will launch your web browser and send you to the appropriate page on the Palace website.
- 3. Download the current software executable to your machine, and then install it.



Logging on for the first time

You are now ready to log on to a Palace site and start socializing with other members! Your client is automatically launched when you first install it. If you exited and now wish to log on again, select **Programs:The Palace:The Palace32** from your Windows **Start** menu. You access the Welcome Palace as your first site, entering the Welcome Palace gateway as the first room.

To see a sample Palace room illustrating various parts of the user interface, see *Elements of the main window* on page 39.

NOTE - To bring up the Toolbox if it does not appear yet, press Control-T.

Learning on your own with the Welcome Palace Gate

The Welcome Palace gateway is your default entrypoint into the Palace. When you enter the Welcome Palace gate using The Palace User Software, the Web browser on your machine also launches to the Palace's web page, where you can find links to other exciting Palaces. Note that if you later enter the Welcome Palace using a bookmark under the **Bookmarks** menu, you enter a different room and the web browser is not automatically launched.

The Welcome Palace gateway is private, and you are the only user. You can use this room to get comfortable with the basic layout of the Palace software user interface.

The Welcome Palace gate has several links:

- Avatar Dispenser
- · Palace Web page
- Practice Palace
- Welcome Palace Site

NOTE – The Welcome Palace gateway is your default entry to the Palace community until you change it. See *Connecting to Palace Sites* on page 17 for information on bookmarking Palaces, connecting to new Palaces, and creating a Home Palace from the **Edit:Preferences** window.

Avatar Dispenser

In The Palace, your onscreen representation is referred to as your *avatar*. You first come into the Palace wearing a default avatar. Use the Avatar Dispenser to change your appearance.

To change your image, click on the Avatar Dispenser's **Change your appearance** button. The image that represents you will change. Continue clicking this button until you find an image that you like. You can also click the Back button to go back to a previous Avatar. The Dispenser will loop back to the beginning after displaying the final avatar.

If you would like to change your appearance again later, go to the *Avatar Palace*. To go to this Palace, select *Avatar Palace* from the *Palaces* menu.

Palace Web Page

Clicking this link opens a new browser window displaying the Palace Channels Guide. Here you can find links to hundreds of other exciting Palaces, and lists of Events held in Palaces.

Installing The Palace User Software automatically launches your Web browser to this web page. You can use this button to relaunch your web browser if you have closed the web page.

The Practice Palace

Click this link to access the Practice Palace. This is an interactive tutorial that teaches you how to do different things in the Palace. When you are finished, click the Palace icon (P) to go back to the Welcome Palace gateway. You can return to the Practice Palace by selecting **Practice Palace** under the **Bookmarks** menu.

Entry to the Welcome Palace

Click this link to enter the Welcome Palace itself and socialize with others. The Welcome Palace is a site for new users, where you can meet people and learn more about the Palace community in general.



NOTE – To make navigating through the Welcome Palace easier, try turning on door outlines. This way, you won't "fall" through a door by mistake and end up in another room. Click the Show Doors image on the Toolbox to do this (if the Toolbox isn't showing, press Control-T.)

Talking, moving around, and other actions

Here is a list of some things you'll want to do next in the Palace. For other ideas, see the *Quick Reference* on page 77.

• To talk to people, click on the Input Box at the bottom of your screen (you may first have to press the Tab key activate the Input Box), type something, and press Enter. Your text will appear in a cartoon-balloon near your head. Talking and balloons is described in more detail in *Talking to people* on page 30.



- To move around, see Moving around on page 35.
- You can personalize some of your Palace settings; for example, you can automatically display user names and have tinted word balloons. Use the **Edit:Preferences** menu item to customize these session in your **Preferences** window (see *Preferences* on page 46).
- If you would like to get a new avatar look, you can visit the Avatars palace. Select **Bookmarks:Avatars** for this menu item.

Logging off

There are several ways to leave your current Palace site:

- To go to another Palace, see Connecting to Palace Sites on page 17.
- To disconnect from any Palace site, but not shut down the Palace User Software, select **Disconnect** from the **File** menu. You are able to still access Palace features such as editing props.
- To disconnect and close the Palace User Software altogether, select **Exit** from the **File** menu.



Connecting to Palace Sites

There are a number of different ways to access Palace sites. This section explains the options available to you:

- If you already have a Palace User Software client running on page 17
- From your web browser on page 18
- Returning to a recently-visited Palace on page 19
- Using other online services on page 19

If you already have a Palace User Software client running

If you are already running the Palace User Software client, there are several ways to connect to different Palace sites:



Click the Connect To a Palace button in the Toolbox, or select Connect to a Palace from the File menu. This displays the Connect window. In the Palace Server Address field, either select from a drop-down list of Palaces, or type the address of a new Palace (for example, test.communities.com), or the machine's IP address (such as 205.999.99.99). If the port number of your destination is not the default (9998), enter the correct port.

If you want to connect to your own Palace server that is on the same machine as your client, enter 127.0.0.1 or localhost in the **Connect** window. This is the Palace local host address, and lets you connect to your local server without having to go through an Internet Service Provider (ISP).

 Use the Bookmarks menu to choose from a list of Palaces. You can also select the Palace Directory option to access the Palace Site Directory (a list of publicly available Palaces on the Palace website)

- If you have already **bookmarked** the Palace you want to visit, you can return there via the **Bookmark** window. To open this window, select **Bookmarks...** from the **Bookmarks** menu (see *Returning to a recently-visited Palace* on page 19).
- The **Edit:Preferences** window lets you set a "Home Palace" where your Palace travels will always begin (like a "Home Page" on the world wide web). For more information on the **Preferences** window, see *Preferences* on page 46.
- Some Palace sites have "hot spots" in their rooms that link to other Palaces. If you know about one of these hotspots, you can click it to go directly to that Palace.

From your web browser

You can access Palace sites directly from the web if you know the address. You do not need to have your client running before entering a Palace site; it is launched automatically.

- In your web browser, enter the address of the Palace you want to visit in the format machine.domain (for example, test.communities.com), or the machine's IP address (such as 205.999.99.99).
- A Palace site operator might even give you an address to access a specific room in that Palace. This address includes the Palace server address, room ID, and optional port number (if the port number is not specified, your Palace client will assume it to be 9998). To go to that room, enter the address in your Web browser.

This example illustrates the extended URL specification, where 89 is the room ID on the Palace server located at mansion.thepalace.com (port 9997).

```
Palace://mansion.thepalace.com:9997/89
```

- The Palace website (www.thepalace.com) has several links that take you to Palace sites.
 - Periodically, certain Palaces are spotlighted in a Featured Palaces area.
 - You can browse the list of the Top 100 Palaces.
 - The Palace Site Directory lists all registered Palace sites (if they choose to be listed), even those which are not up and running. You can search for a specific Palace, choose one alphabetically, or browse Palaces by category (such as business or recreational).

You can also access the Palace Directory from your private Palace Portal (see *Logging on for the first time* on page 13), or by selecting **Palace Directory** from your client's **Bookmarks** menu.

If the Palace User Software icon appears next to the Palace listing (the red P), you can click it to go to that Palace. Or, click the Palace link itself to bring up its site page. From the site page, click **Go using The Palace Software**.



Users might include Palace links on their profile pages; you can then click
these links to go to that Palace. For information on accessing a user's profile
page, see To see somebody else's profile page on page 26.

Returning to a recently-visited Palace



The Palace client keeps a list of the last eight Palaces you've visited. To return to a site, select its address from the **Connect** window. To access this window, click on the Toolbox's Connect To a Palace button (or select **Connect** from the **File** menu), and then click on the dropdown list button under **Palace Server Address**. To connect to one of the Palace sites shown on this dropdown list, select its name from the list and click **OK**.

You can also bookmark a Palace site to return to it quickly. When you are visiting a Palace site you wish to bookmark, select **Add Bookmark** from the **Palace** menu. Later, you can open your bookmark list by selecting **Bookmarks** from the **Bookmarks** menu.

Using other online services

If you don't have a direct connection to the Internet, a number of online services provide a level of access suitable for running the Palace software. These services include America Online, CompuServe, and The Microsoft Network.

America Online

- 1. Download and install the latest version of AOL.
- 2. Connect to AOL and start the Palace software using the instructions in *Logging on* for the first time on page 13.

CompuServe

- 1. Download and install the latest version of Wincim (GO WINCIM).
- 2. Start up the CompuServe Dialer, then launch the Palace software using the instructions in *Logging on for the first time* on page 13.

The Microsoft Network

1. Download and install MSN version 1.2 or later.

- 2. Double click on the MSN icon and choose **Settings**. In the **Settings** window, click **Access Numbers**; select **Internet and The Microsoft Network** for the **Service Type**.
- 3. Connect to MSN and start the Palace software using the instructions in *Logging on for the first time* on page 13.

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How to Use the Palace

This section describes various features of the Palace and how to use them:

- Avatars on page 21
- Talking to people on page 30
- Finding people on page 33
- Playing sounds on page 34
- Moving around on page 35
- Props on page 36

NOTE – In your Palace client, you might see different menu items for member versus guest features. Ignore these; if you have registered, you are a member. Also, the terms *wizard* and *god* are now referred to as *operator* and *owner*, respectively.

Avatars

Your onscreen representation is referred to as your *avatar*. You first come into the Palace wearing the default avatar, which is a spherical yellow happy face sometimes known as a *roundhead* or a *yellowhead*. You can change expression and face color on your roundhead avatar. Later, you might want to edit the look of this face, or get a new avatar completely.

The avatar pop-up menu

Right-clicking on an avatar displays the avatar's pop-up menu. The options on this menu vary according to avatar: your own, somebody else's, and if you have operator/owner capability.

NOTE – Always right-click above the avatar's name to get the menu; it won't appear if you click below the name.

Other avatars' menus

If you click on somebody else's avatar, you get the following menu:

Whisper to Freedom
Mute Freedom
Unmute Freedom
Open Profile Page...
✓ Show/Hide Names

Use this menu to enter whisper mode with the selected party, **mute** and **unmute** them (muting another user prevents their messages from displaying on your screen), or see their user profile page on The Palace website. You can also toggle user names in the View Screen between their *visible* and their *invisible* states with the **Show/Hide Names** option.

The avatar pop-up menu is sensitive to your current membership status; operators and owners have more options available when they click on somebody's avatar to bring up that avatar pop-up menu.



See *The Palace Operator's Guide* for information on these options.

Your own avatar menu

Right-clicking on your own avatar displays the following avatar pop-up menu:

Save/Wear Avatar
Wear Props
Change Expression
✓ Show/Hide Names
Change Name
Edit Profile Page...

The options on your own menu let you quickly save or change avatars, wear props, select a new facial expression, edit your personal profile page on the Palace website, or change your user name.

Changing your name

When you first log on to the Palace, your default name is Guest. You can change your avatar name through the **Welcome to The Palace** window, which you access with any of the following methods:

- Change Name option on your avatar pop-up menu.
- Change Avatar Name from the Avatars menu.
- When you log on to the Palace client.

Enter the new name, or use the drop-down list to select a name, and click OK.

You can also change your name in the **User Name** field of your **Preferences** window (select **Preferences** from the **Edit** menu.)

Changing expression and color

You can change the expression and color for your default roundhead avatar through the **Choose an Avatar** window. To access this window, do one of the following:



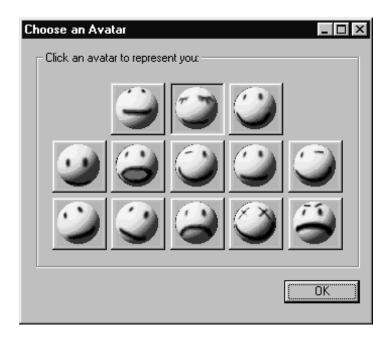
Click the Guest Avatars button in the Toolbox.

Or

Select Guest Avatars from the Avatars menu.

Or

Select Change Expression from your avatar pop-up menu.



From this window, click the expression you want and your roundhead avatar wears this new expression. You can keep this window while moving around in the Palace, so you can change your appearance almost instantly.

You can also type these expressions directly into your Input box at the bottom of your client window (if it's not activated, press the Tab key first or click in it) and then pressing Enter.

When you type:	You get:
:) or)	Нарру
:(or (Sad
: or	Normal
;) or ;	Winking
:[or [Angry

If you have an extended keyboard (with a separate numeric keypad on one side), you can use the plus and minus keys on the keypad to change your face color as well. Face colors can be used to great effect in signifying emotional states, especially when used in conjunction with appropriate expressions (for example: red plus the "angry" face or blue plus the "sad" face.) Simply click on your roundhead avatar, and then press the side keyboard plus or minus key to step through the different colors.

Customizing your roundhead avatar

You don't have to keep your plain roundhead as your avatar. The Palace provides many standard props you can wear to customize your avatar. To change your avatar image altogether, see the next section, *Creating a new avatar*.



- To update your roundhead by wearing new props, bring up your prop window
 (described in *Your prop window* on page 36) and select from your props which ones
 you want to wear. You can then save this avatar look in your **Avatar** window
 (described in *Saving and wearing your new avatar* on page 29), where you can access
 it quickly in the future.
- You can customize your avatar even further by coloring it and changing its look. Use the prop editor to do this (described in *The prop editor* on page 55).

Changing your avatar appearance

If you would like a new avatar image altogether, you can either create your own or obtain a new image from the Avatar Palace.

- To create a new avatar image, see Creating a new avatar on page 27.
- To obtain a new image from the Avatars Palace, select **Avatar Palace** from the **Bookmarks** menu.

Animating your avatar

You can *animate* your avatar (for example, have a blinking eye). You do this through your prop edit window (to open your prop edit window, open your prop window using the instructions in *Your prop window* on page 36, select a prop, and click **Edit**).

Palace avatars have a fixed animation rate, and checking the **Anim** field of an individual piece will make the piece animate in rotation with any other of the pieces in the avatar that also have the **Anim** box checked. Since each avatar has a total of up to 9 pieces, 9 is the maximum number of "frames" that can be animated in one avatar. Note that you must have two or more props marked **Anim** to do this.

Most people just animate a "section" of an avatar. For example, they will take a sixpiece avatar, and decide to animate something specific, such as an earring or winking eye. Use the following steps to do this:

- 1. Animate the avatar piece containing the prop you want to animate by marking it Anim in the prop edit window.
- 2. Save that change.
- 3. On the prop edit window, click **Dupe** to duplicate the prop. This duplicated prop will already have **Anim** checked. When both pieces are worn, they will animate.
- 4. You can use step 3 to make additional animating pieces.

NOTE – There's no elegant way to animate two completely different sections of one avatar, since they will alternate and produce a choppy effect.

Another setting in the edit window that can affect animation is the **Bounce** setting. If the animating pieces don't have **Bounce** checked, they will animate in the order they were put on in rotation, (1,2,3,4,1,2,3,4,1,2,3,4 etc.) If **Bounce** is checked, the pieces go

back and forth(1,2,3,4,3,2,1,2,3,4,3,2,1 etc.) Sometimes this can enhance the animation effect, and sometimes it's better not to use it. Experiment and see what works best for your prop.

Profile pages

Your Profile Page is a web page providing information such as your name, email address, favorite Palaces, and interests to other users. Every registered Palace user has a profile page. These are listed online at The Palace website's Profile directory.

▼ To edit your own profile page

1. Do one of the following:

From your avatar menu (right-click on your avatar to bring up this menu), select **Edit Profile Page**.

Or

From your Palace client's Edit menu, select Edit Profile Page.

- 2. Your web browser launches to your **Profile Page Settings** form. From here, you can edit settings such as your name, interests, custom picture, and a brief bio. Some special notes:
 - You can link to Palace site pages and other users' profile pages by entering
 their ID's. If you do not know the specific ID for that person or Palace, click the
 Lookup link. When a user clicks on that link on your profile page, he or she
 accesses that person's profile page, or that Palace's site page.
 - You can display a picture on your profile page, either your own or one
 provided by The Palace. If you use your own image, it must be hosted on a
 web server and be available even when you are not online. In the Picture URL
 field, enter the URL where the image is located.
 - You can elect to not list your Profile page on the Profile directory, or prevent people from knowing where you are in the Palace at any given time. These fields are at the bottom of the Settings page.
- 3. When you are finished, click **Update My Profile Page** at the bottom of the form.
- 4. Click **Edit My Palace Interests** to update your list of interests.

▼ To see somebody else's profile page

- 1. Do one of the following:
 - a. From The Palace website, click **Profile Directory** to access the profile lookup page.
 - b. On this page, you can search for the user by name or profile ID.

Or

- a. If you are in the same Palace room as the user, right-click on their avatar (above their name) to bring up their avatar menu.
- b. Select **Open Profile page**. Your web browser launches and goes to their profile page.
- 2. Once you have accessed that person's profile page, you can do the following:
 - Visit their palace by clicking the Palace link under My Palaces. To use your Palace User Software client, click the red encircled P.
 - Send them email and visit their home web page by clicking the links under Mail and Home Page.
 - Join them in the Palace community if they are online and allow you to do so. To do this, click **join me!**.
 - Visit their favorite Palaces by clicking the Palace link under faves and raves:Palaces.
 - See the profile pages of their friends by clicking the user name under Palace Buddies:

Creating a new avatar

The Palace lets you completely replace your roundhead with a new image for your avatar. You import your new avatar image as a graphic file, which you then save as a prop. Depending on how big this avatar prop is, you either save it in your prop window and wear it like any other prop, or save it as a grouped collection of props in your **Choose an Avatar** window (see *Changing expression and color* on page 23).

An avatar is really just a collection of props, including at least one **head prop** (a prop that replaces the default roundhead image). This head prop serves as a "centerpiece" for the rest of the avatar. A prop measures 44 by 44 pixels; an avatar can contain up to 9 props (132 by 132 pixels). You can create your own avatars by importing bitmap graphic files that meet these size criteria. There are two ways to create your avatar, depending upon the size of the original image you've selected.

Single-Prop Avatars

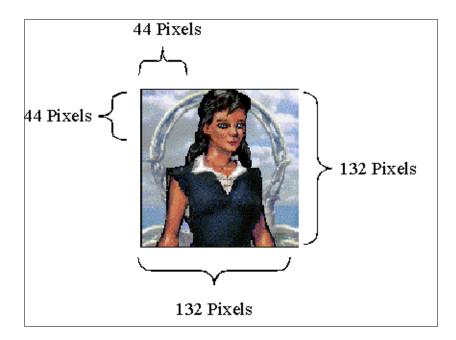
If your avatar image is no larger than 44 by 44 pixels, it can be made into a single prop:

- 1. Open the desired image using any graphic editor.
- 2. Although the Palace software automatically selects the closest available colors when you paste in a graphic, you should pre-apply the 8-bit Palace Palette to the image while still in your graphic editor. This lets you fine-tune your graphics and avoid any undesired color shifts. The Palace Palette is free. It can be extracted from any of the default graphics provided with the Palace software, or downloaded from the Palace website. To extract the palette from a default graphic, consult the instructions in your chosen graphics editor.

- 3. When your graphic is ready to import to the Palace, copy it into your Windows clipboard.
- 4. In the Palace software, open the prop editor (open your prop window by clicking the suitcase icon at the bottom right of the Palace View screen, and then click **New** on the resulting prop window). You don't need to be connected to a Palace to do this
- 5. Paste the image in the prop editor (Control-V). Edit the image as desired.
- 6. Make the image into a head prop by checking the **Head** field at the bottom of the prop editor. You may also want to name your new prop at this point.
- 7. Save your new prop by clicking **OK**. It now appears in your prop window, where you can wear it as a new prop. It will completely replace your current avatar.

Multiple-Prop Avatars

Your total avatar image can contain up to 9 props; that is, it can be up to 132×132 pixels in size. The following diagram illustrates the total available area in which props may be worn: a square made up of nine single-prop-sized squares.



The **Edit** Menu contains a command called **Paste Multiple Props**. Use this option to create an oversized prop by pasting a single image:

- 1. Open the desired image using any graphic editor.
- 2. Although the Palace software automatically selects the closest available colors when you paste a graphic in, you should pre-apply the 8-bit Palace Palette to the image while still in your graphic editor. This will allow you to fine-tune your graphics and avoid any undesired color shifts. The Palace Palette is free. It can be

extracted from any of the default graphics provided with the Palace software, or downloaded from the Palace website. To extract the palette from a default graphic, consult the instructions in your chosen graphics editor

- 3. Select the area you want to use as your avatar, and copy it into your Windows clipboard.
- 4. In your Palace client, select **Paste Multiple Props** from the **Edit** Menu. The oversized image will automatically be cut into individual props and placed in your prop window. You don't need to be connected to a Palace to do this, and you don't need to open your Prop window. This command is not available while the Prop Editor is open.
- 5. The new avatar image is pasted into the prop window as individual 44x44 props (not necessarily in order).
- 6. If you want to edit an individual prop pane before wearing it, select it and click **Edit** to edit in the prop editor. In fact, you'll want to make at least one of these props into a head prop. When the desired image is in the prop editor, check the **Head** checkbox, and save your new head prop by clicking **OK**.
- 7. Save this grouped prop as a new avatar look just as you would any other avatar look in the **Avatars** window. You can then wear it at any time by selecting it from the Avatars window. See *Saving and wearing your new avatar* on page 29 for more information.

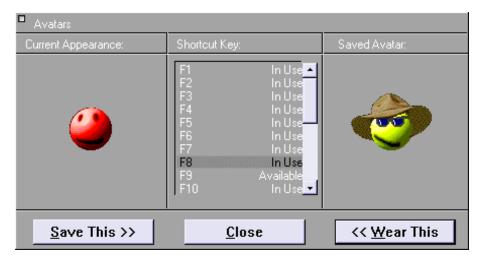
NOTE – No matter what size your avatar is, the default behavior of cartoon balloons is to appear from a point near the middle of the central cell (the position of the roundhead in the Prop Editor). Depending on where you want these cartoon balloons to appear from when you speak, you might want to place the individual pieces of your avatar manually (unless of course you <u>like</u> talking through your belly!)

Saving and wearing your new avatar

An avatar is a specific "costume," including face color, expression and any props worn. If you have a "look" you like (for example, you are wearing special props, or have a new avatar image altogether), you can store this look for quick access when you want to change your appearance.

You do this through the **Avatars** window. To display this window, select **Members** from the **Avatars** menu, or **Save/Wear avatars** from your avatar pop-up menu. This window lets you store up to 22 avatars and instantly recall them, either by clicking in the listbox provided, or by using a corresponding hotkey combination (either Control-0 through Control-9 or F1 through F12).

The **Avatar** window is divided into three parts, as shown in the following window. The scrolling list in the center of the window contains a slot for each Shortcut Key (these function as hotkey combinations for ultra-speedy changes). In addition, the list indicates which avatar slots are currently in use and which are available.



- Browsing for Avatars. To view an avatar without wearing it, click on its slot in the Shortcut Key list. The Saved Avatar image on the right side of the window will instantly change to display the selected avatar. Selecting an empty ("available") slot displays a default groggy-faced roundhead.
- Wearing an Avatar. To wear a selected avatar, click Wear This. The Current
 Appearance image on the left side of the window will instantly change to
 duplicate the selected avatar.
- Saving an Avatar. To save your current appearance in an avatar slot, select an available slot from the **Shortcut Key** list (or an in use slot that you want to overwrite), and click **Save This**. The **Saved Avatar** image on the right side of the window will instantly change to duplicate your current appearance.

NOTE – You can store more avatars by using the Shift and Control keys in combination with mouse clicks.

Talking to people

The primary activity on any Palace site is conversation between people. Therefore it is not surprising that The Palace software provides you with a number of ways to express yourself.





The most commonly used form of speech is called *talking*. Talking is represented by "normal" text, appearing in a cartoon-balloon near the speaker's head (or center-most prop). To talk, click on the Input Box at the bottom of your screen (you may first have to press the Tab key activate the Input Box), type something, and press Enter. Your text will appear in a cartoon-balloon near your head.

You can control the length of time text stays up on your screen by setting the **Balloon Delay**, which can be found under **Preferences** on the **Edit** Menu. From the **Preferences** window, you can also control the Font and Font Size used in all cartoon-balloons with the **Change Font** button.

Special balloons

The default state of your cartoon-balloons is the normal "talking" balloon, as can be seen by a quick look at the Toolbox, where this button normally appears in a "down" state.

Of course, talking in a normal manner sometimes doesn't get your point across quite the way you mean it. For these situations, the Toolbox provides you with several additional types of cartoon-balloons, including shouting balloons, thinking balloons and rectangular sign balloons.

There are two ways to change the type of balloon used to display a typed message. The easy way is to use the Toolbox, which includes a number of buttons dedicated to balloon control. The other way is to use special characters in front of your typed text.

The following table explains how to activate the various balloon types, and illustrates their effect on an example message ("my message").

Balloon Type	via Toolbox	via Input Box
my message	Q,	: my message Want to give people a piece of your mind? This gives you a "thought" balloon instead of the normal "talking" balloon.
my message	brb	^ my message This gives you a rectangular "sign" balloon that stays up until you move or say something else. Useful for saying things like "BRB" (Be Right Back).

Balloon Type	via Toolbox	via Input Box
my message	**	! my message This gives you an excited-looking "spiky" balloon. Useful for shouting.
		@x,y my message Allows you to "spoof" by placing your balloon wherever you want it (e.g., "*100,200 my message"). X cannot exceed 512. Y cannot exceed 384. NOTE: The spoofing capability is disabled on many Palaces.

Whispering and ESP (private messages)

By clicking directly on another person's avatar with your left mouse button, or selecting **Whisper** from their avatar menu, you enter **Whisper Mode**. All other avatars on the screen become slightly darker, and the phrase Talking to: name appears in the Status Bar (name indicates the name of the targeted user). At this point the person you have clicked on has no idea that they have been selected. To whisper to this person, simply type your message into the Input Box as usual. Both you and the other party will see your message appear on the screen in italics, but no one else will see the message. Subsequent messages continue to be private, until you de-select the person by clicking on the Status Bar or by selecting another person. You can also select **Stop Whispering** from that user's avatar pop-up menu (right-click on their avatar to display this menu).

The Palace software also allows you to whisper to people in distant rooms; this is called **ESP**. To do it, simply open the **User List** window (by selecting **Find User** from the **Options** menu) and click once on the name of the person you wish to speak to. Regardless of their location, they will see your message in italics (and no one else will).

NOTE – Sounds and Special Balloons do not work in ESP Mode.

Keeping track of conversations with the log window



The **Log window** records a log of your session, including all conversations and actions by avatars in your room. The **Log window** displays by default; you can close it just like any other Windows dialog. To open it again, select **Log Window** from the **Options** menu, or click the Log button on the Toolbox.

Paging an operator

Operators are the authority figures of the Palace community; they tend to be either the owners of the site in question, or individuals who have been granted special powers and capabilities by the owners. In either case, a major concern for most operators is keeping the peace, and they possess an arsenal of commands allowing them to do just that. Operators are able to disconnect unruly users at will, or cause them to be banned from the site indefinitely. They can even ban whole domains if they decide it's necessary. In short, they're very powerful people.

Operators are also interested in making sure their site is viewed as a popular and hospitable place. For this reason many operators are happy to take a little time out of their day to explain the basics to a new user, or to help out with a tricky scripting task.

If an unruly user is harassing you, or even if you just want a hand with some aspect of the site you're visiting, the best thing to do is page the local operators. Use the 'page messagetext command. For example:

'page Is there a website where I can get all the sounds for this Palace?

This statement, typed into the Input Box, will send your question to all operators currently logged on to the local Palace site.

NOTE – This command should be used sparingly, and only when you actually do need help of some kind.

Finding people

The Palace makes it easy to find out who else is in your Palace through the **User List** window.

▼ To access the User List window

From the **Options** menu, select **Find User**. The **User List** window appears.

- To send a private message, double click the user's name and type your message in the Input box.
- To join the user in their room by selecting their avatar name and clicking Goto.

The **Rooms List** window (described in the section *Jumping to a specific room* on page 35) also lists how many users are in each room in your Palace. You can join others in that room through this window.

You can also find out where users are if they have allowed that information to be displayed in their Profile page. Bring up that person's profile page (see *To see somebody else's profile page* on page 26) and click **Join me!** on their page.

The Palace has a built-in set of audio files that everyone can use. These files are located in your Sounds folder (which is within the Media folder).

▼ To play sounds

1. Do one of the following:

Select **Play a Sound** from the **Options** menu.

Or



Click the Play Sound button in the toolbox.

Either of these display the **Sounds** window.

2. In the **Sounds** window, play a sound by double-clicking on its name, or by selecting the sound and clicking **Play**.

Or

Type a right parenthesis followed by the name of the sound:

```
)applause
```

You can even follow a sound with spoken text:

```
)applause She shoots! She scores!
```

The list of built-in sounds includes amen, applause, belch, boom, crunch, debut, fazein, guffaw, kiss, no, pop, teehee, and yes.

In addition to these standard sounds, many Palace operators add their own sounds to their own Palace sites. By default, these sounds download into <code>Sounds</code> folders beneath the <code>Palaceroot\Media\PalaceName</code> folders, although many of them are also available via the world wide web, and must be placed into the appropriate folder "by hand." If you have some sounds you'd like to play no matter what Palace site you are accessing, simply move (or copy) them to your <code>\Palaceroot\Media\Sounds</code> folder; any sound files placed here will always appear in the <code>Sound List</code> window, no matter which Palace site you are logged into. Remember, however, that only users who possess the same sounds themselves will be able to hear them when played.



Moving around

There are several ways to move around in the Palace in a specific room:

- With your mouse, click on any spot in the room. Your avatar moves to that spot.
- Use the arrow keys to make small vertical and horizontal moves. If the Input Box is currently active, the arrow keys won't work this way; press the Tab key to toggle focus back to the View Screen. Also, be careful about abusing this feature.
 Continual arrow-key movement causes considerable and unnecessary strain on the Palace Server, and may get you kicked off many Palace sites.

To move to other rooms or Palaces, use one of the following methods:

- Spots and doors
- Jumping to a specific room
- · Joining another user
- Going forwards and backwards

Spots and doors

Although the various ways out of rooms are usually clearly marked, sometimes they are not. In a Palace site, any wall hanging or crystal ball might be a portal to another room. If your cursor changes to a hand while over an area, a door is present. When you click on a door, you are immediately transported through it (if it is open). Note that using the arrow keys to move onto a door does not activate the door. Doors go to rooms inside your current Palace.



To show door outlines, click the Show/Hide Door Outlines button in the Toolbox, or press Shift-Control.

Rooms can also have *hot spots*. You can click on these spots to go to other Palaces, send your web browser to a web site, or start a scripted event.

Jumping to a specific room

Another convenient way to move is to use the **Goto Room** command from the **Options** Menu (hotkey combination Control-G). This opens the **Room List** window. Select and click the room you wish to go to. You can only enter rooms that are public and unlocked using this feature.

Joining another user

You can join another user in the same Palace by opening the **User List** window (select **Find User** from the **Options** menu), selecting the person's name, and clicking **Goto**.

Going forward and backwards

You can use the Go Back/Go Forward functions to return to rooms or Palaces you previously visited, and then return to your current one. There are several ways to do this:



- Click the back/forward arrow buttons on the toolbox.
- Select Go Back or Go Forward from the Options menu.
- Press Control-B to go back, or Control-O to go forward.

Props

A prop is an object that can be worn near or placed over your face, a small graphic object that you can hold (like a baseball bat or a cup) or attach to yourself (like a hat, a pair of sunglasses or a wig).

Palace members are able to pick up any loose props they find lying around, no matter what Palace site they happen to be in. You can keep these props in your prop window. You can even create and edit your own customized props, so you can create a new look for your avatar.

Your prop window

Props are often employed in combination; up to nine props may be worn on your avatar at one time. Props are put on, taken off, edited, saved and deleted through your **prop window**.

To access the prop window, do one of the following:



- Click the suitcase icon at the bottom right corner of your Palace client window.
- Press Control-P.
- Select **Prop Window** from the **Options** Menu.

Once the prop window is open, you can double-click on any prop to put it on, and double-click on it again to take it off.

The Prop Pop-Up Menu

Right-clicking on a loose prop displays its pop-up menu. The options on this menu let you quickly and easily take, copy (same as take, but leaves a copy of the prop where you found it), wear or delete the prop in question.



Copy Prop Take Prop Copy and Wear Take and Wear Delete Prop

The prop pop-up menu

General prop actions

A loose prop is one that you find lying in a room, not attached to any avatar. You pickup, wear, and store these props in your prop window. You can also leave loose props for other people to use. The easiest way to create a "loose" prop is to put it on (by double-clicking on it in your Prop window), then pull it off your face, and drag it into the room.

There are several things you can do with loose props:

Action	How to do it
Move prop	Select the prop with your mouse cursor and drag it around. You will notice that you can't actually put a prop on somebody else; they have to pick it up and decide to wear it. Similarly, you can't grab a prop that somebody else is wearing; they must give it to you by dropping it (of course, it is possible to "grab" props by doing a screen capture)
Put prop in prop window	Drag the prop to your prop window, or select it, bring up its prop menu, and select Take Prop .
Put on prop	Either drag the prop onto your avatar, or select Take and Wear from its pop-up menu. Both these actions also add the prop to your prop window. You can also select Copy and Wear to take and wear only a copy of the prop (leaving the original behind).
Put copy of prop in your prop window	This takes only a copy of a loose prop (leaving the original behind). Either hold down the Control key while you drag the prop to your prop window, or select Copy Prop from its pop-up menu.
Delete prop	Drag it to the Trash Can at the bottom right corner of the screen.

Creating and editing props with the prop editor

You can edit existing props, and create new ones using the prop editor. For detailed information on the prop editor interface, see the *Prop editor* subsection of the *Palace Client Interface*.

Editing an existing prop

From your prop window, select the prop to edit and click **Edit**. (If you want to keep the original copy of the prop, make sure you duplicate it first by clicking **Dupe**.) The Prop Editor appears, displaying the selected prop. In the prop editor, you can color and change the look of the prop using the prop drawing tools.

Creating a new prop

You can use the Prop Editor allows you to quickly and easily create new props by pasting in graphic images from any graphic viewer or editor. This is very similar to creating a new avatar image.

- 1. Open the original image using any quality graphic editor, and copy it.
- 2. In the Palace software, open your prop window and click **New** to open the Prop Editor.
- 3. Paste the image in the Prop Editor (**Paste** from the **Edit** Menu, or Control-V).
- 4. Save your new prop by clicking **OK**.

If the picture is up to 44 x 44 pixels (the size of a single prop), it will appear in full. If the image is larger, only the upper-left 44 x 44 pixels will be pasted into the area.

You can use the **Edit:Paste Multiple Props** menu item to handle images larger than 44x 44. See *Multiple-Prop Avatars* on page 28 for more information.

Changing the position of your prop

While the prop editor is open, click on the Selector tool (the dotted square) to select your entire prop. The arrow keys on your keyboard may now be used to move the image around, relative to the central position of the roundhead. The total area allowed is equal to nine prop-sized squares, arranged in one big 3 by 3 square. Any prop may be saved while occupying any position in this large square, and the prop's position will be saved as well.



The Palace Client Interface

This section describes the general structure of the Palace User Interface:

- Elements of the main window on page 39
- The Menus on page 44
- Hotkey combinations on page 53
- The room drawing tools on page 54
- The prop editor on page 55

Elements of the main window

The Palace has the following main window:



The Palace client interface

The View Screen

A large rectangular area known as the View Screen dominates the Palace interface. This is where all graphic action takes place. As you move from room to room within a Palace site, the View Screen is filled with a picture representing the background of that room. All avatars and props in the room appear superimposed on this background.

NOTE - Room Graphics and Download Time. Most Palace sites use at least one or two pieces of original art. When you enter the corresponding rooms, these pictures will be automatically downloaded into the Pictures folders located inside your Palaceroot\Media\PalaceName folders.

If you already possess the graphics for the room you are entering (i.e., if you've been there before) this transition is completely transparent and takes almost no time at all. If you enter a room you've never seen before, however, you'll have to wait for the room's



background image to download; a process which generally takes 15 to 60 seconds on a 28.8k baud modem. While the image is downloading, the room's background will be black and a progress bar will appear in the bottom part of the View Screen, indicating the status of the download. Props and avatars, being smaller in file size, will usually become visible before the room's background pops into place.

The Toolbox

The Toolbox, which is accessed by selecting **Toolbox** from the **Options** Menu, provides simple shortcuts for many of the most commonly used commands.



Most of the Toolbox buttons duplicate menu commands. For example, clicking on the Connect to a Palace button is equivalent to selecting **Connect to a Palace** from the **File** Menu.

The toolbox has the following buttons.

Button	Description
2	Connect To A Palace This button is used to enter a Palace site. Clicking here will cause a dialog box to appear asking for the address you wish to connect to. The last eight Palace addresses you have visited will appear as choices in the drop-down listbox. If the destination Palace Server is running on the same computer, you can connect directly by pressing the Shift key while you click on this button. See <i>Connecting to Palace Sites</i> on page 17 for more information.
	Depending on your Dialup Networking settings, Windows may display the Connection Operator; press the Escape key or click Cancel to abort the dialup and connect directly to your own Palace.
₹	Go Back This button moves you back to the previously-visited room. If you have just entered a new Palace site, this button may be used to return to the previous Palace site as well (via the standard entrance — not the room you were last in). The hotkey combination for this command is Control-B.
=>	Go Forward This button returns you to the room you were in prior to doing a Go Back. Like the Go Back button, it may be used to jump to another Palace site. The hotkey combination for this command is Control-O.
•	Talk Balloon This button causes your speech to be displayed in a normal "talking" balloon.
**	Shout Balloon This button causes your speech to be displayed in a spiky balloon, useful for "shouting."
brb	Sign Balloon This button causes your speech to be displayed in a rectangular "sign" balloon, which remains on the screen until you say something else.
O.	Thought Balloon This button causes your speech to be displayed in a cloud-like "thought" balloon.
	Log Window This button opens and closes your Log Window, allowing you to read chat that has disappeared from the View Screen. The hotkey combination for this command is Control-L. Note that you can save the contents of your Log Window by selecting Log to File from the File Menu.
•	Sounds Window This button toggles your Sound List window open and closed. The Sounds window lists all sounds in your Palaceroot\Media\Sounds folder, as well as those in Palaceroot\Media\PalaceName\Sounds. This means that different sounds may be available on different Palace sites. You can play a sound by double-clicking on it or by selecting it and then clicking Play. The hotkey combination for this command is Control-Y. See Playing sounds on page 34 for more information.



Button	Description
₹	Face Window This button opens and closes your Choose an Avatar window, where you can change your expression and face color. This window may be kept open while moving around in the Palace, so you can change your appearance almost instantly See Changing expression and color on page 23 for more information.
35°	Paint Window This button opens and closes the room drawing tools, which is a floating window containing a number of special tools for drawing directly on the screen. The hotkey combination for this command is Control-D. See <i>The room drawing tools</i> on page 54 for more information.
3	Show Doors This button toggles all door outlines in the current room between visible and invisible states. You can do the same thing temporarily by simultaneously holding down the Control and Shift keys.
NAME	Show Names This button toggles all <i>nametags</i> in the current room between visible and invisible (a nametag is a small label attached to a person's avatar, indicating their user name). You can do the same thing temporarily by simultaneously holding down the Alt and Control keys.

The Input Box

The long, thin box beneath the View Screen is known as the Input Box. This is where you type in anything you want to say (Palace members can enter Iptscrae commands from this box as well). To activate the Input Box, simply click anywhere in it; the box lights up and a cursor-bar appears, awaiting your input. You can toggle the program's focus back and forth between the Input Box and the View Screen by pressing the Tab key.

The Status Bar

The area just between the Input Box and the View Screen is known as the Status Bar. The Status Bar typically displays the following information:

- · The name of the current room
- The number of people in the current room / the number of people in the current Palace
- The name of the person you are talking to, if you are in Whisper Mode.

Under certain conditions the Status Bar will display error messages (when the connection is refused, for instance, or when the server goes down). The Status Bar may also be scripted (by the "operators" of a site) to display specific messages, greetings, marquees, and other text.

The Icons

To the right of the Input Box are two icons: a suitcase and a trash can. These icons are used to activate features that operate independently of the windows.

The Suitcase

Clicking on this icon opens the Prop window, giving you access to your current collection of props. This lets you add, edit, create, and remove props from your prop window.

The Trash Can



Use this icon to delete props. To delete a prop, drag it to the trashcan.

The Menus

This section describes the functions of all menu commands in the Palace interface.

The File Menu

The **File** Menu contains commands for entering and leaving the Palace. In addition it contains file-oriented commands, such as logging your conversations and saving your avatars.

Connect to a Palace

Use this option to bring up the Palace connect window, which you can use to sign on to a Palace site.

Disconnect

This command disconnects you from the current Palace site without exiting the program.

Save Avatar

This command opens the **Avatar window**, allowing you to save your current avatar (or wear a different one).

Open Log File | Close Log File

This command toggles your log file open and closed. A log file records all chat text and commands received to a file on your hard disk. Note that this is not the same thing as your **Log Window**, which disappears as soon as you exit the Palace software.

Compress Prop File

As you travel from Palace to Palace, your prop file (palace.prp) acts as a "cache," storing copies of new props encountered along the way and speeding the display process for already-seen props. This causes the file to grow as you proceed. The Palace software automatically compresses the prop file once every two weeks, but if you're a serious Palace-hopper you may want to do this more often.

Child Lock

This command brings up a dialog box that allows you to set a password for using your Palace software. Do not forget this password — once you've set it, you will be asked to supply it every time you launch the Palace software.

Reload Script

This command reloads your cyborg.ipt file — the only Palace datafile you can edit while online. You can edit your cyborg.ipt file at any time with any ASCII word processor (running in another window), save it and return to The Palace software, but your changes will not become effective until you select **Reload Script**.

Enter Registration Code

This command allows you to enter in your unique membership key, giving you access to the members-only features of the Palace software. Note that membership is free. You obtain your registration code online at the Palace website (www.thepalace.com).

Exit

This command disconnects you from the current Palace site and exits the Palace software.

The Edit Menu

The **Edit** Menu contains the standard Windows-based editing commands, as well as the important **Preferences** window.

Cut

This command allows you to cut text from the Input Box. It can also be used for graphic functions, such as when working in the prop editor. The hotkey combination for this command is Control-X.

Copy

This command allows you to copy text from the Input Box or the **Log Window**. It can also be used for graphic functions, such as when working in the prop editor. The hotkey combination for this command is Control-C.

Paste

This command allows you to paste text into the Input Box. It can also be used for graphic functions, such as when working in the Prop Editor. The hotkey combination for this command is Control-V.

Paste Multiple Props

This command allows you to paste oversized graphics into the Prop window, where they are divided into individual props. The maximum size graphic that can be handled is 132 by 132 pixels.

Clear Log

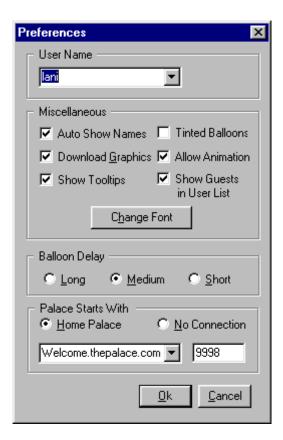
This command clears the current contents of the **Log Window**. The Log File (if you are keeping one) is not affected.

Edit Profile Page

This launches your web browser and takes you to your Profile settings page. Here, you can update the settings on your user profile. See *Profile pages* on page 26 for more information.

Preferences

This brings up a dialog box allowing you to set the following options:



The Preferences window

The **Preferences** window has the following fields.

User Name

This is the name that others will see attached to your avatar.



Autoshow Names

Toggles the display of user names in the View Screen. You can make these names appear temporarily by holding down the Alt and Control keys. You can also toggle this option by clicking on the Show Names button in the Toolbox.

• Download Graphics

Instructs the Palace to request images for new rooms you enter. If this option is unchecked, new rooms will appear black in your View Screen.

Show Tooltips

Determines whether or not Tooltips are displayed when the mouse pauses over a button in the Toolbox.

Tinted Balloons

When checked, this option causes all cartoon balloons to appear filled with color (by default they are white).

• Allow Animation

This option allows you to view "animated props" (multiple-frame sequences of props which create the illusion of motion or action). If not checked, only the first frame of any animated prop sequence will be seen.

Show Guests in User List

This option determines whether the **User List** will display the names of all users (both guests and members), or the names of members only.

Change Font

Clicking on this button displays a standard Windows "font dialog box", allowing you to set the font (including typeface, size and style) used to display all Palacebased text (including all cartoon balloons, user names and hotspot names).

Balloon Delay

Modifies the base length of time that cartoon balloons will be displayed. Three durations are available (Slow, Medium and Fast). Note that the duration of any message is based upon the length of the message itself, modified locally by this setting.

Palace Starts With

All Palace addresses have two parts: a URL (domain name or numeric IP) and a port number. The two input boxes in this area allow you to enter this information so that you can connect to the specified Palace site. This area also includes some shortcuts to help make connecting even easier. The dropdown list on the left recalls the names of the last eight Palace sites you've visited; these can be selecting simply by clicking on them and then clicking **Ok**. You can also set a "Home Palace" which will be entered automatically whenever you launch the Palace software (just like a "Home Page" in your web browser). To do this, check the **Home Palace** field and type in the address and port number desired.

NOTE – Note that the port number (to the right of the server address proper) is set by the operators of the site in question: it is almost always "9998." If you cannot get into a known Palace site, contact the operators and make sure you're pointed at the correct port number.

The Options Menu

The **Options** Menu contains various commands for controlling the behavior of the software, as well as several means of transportation throughout Palace sites.

Show Names

This command, like the Show Names button in the Toolbox, toggles the display of user names in the View Screen. To make user names appear temporarily, hold down the Alt and Control keys.

Sound On/Off

This command toggles all sound on and off. The hotkey combination for this command is Control-S.

Play A Sound

This command opens your Sounds window. The hotkey combination for this command is Control-Y. You can also display or hide the Sound window by clicking on the Sound Window button in the Toolbox.

Full Screen

This command toggles between a maximized display and a windowed display.

Go Back

This command moves you back to the previous room visited. You can do the same thing by clicking on the Go Back button in the Toolbox. The hotkey combination for this command is Control-B.

Go Forward

This command functions identically to the Go Forward button in the Toolbox, returning you to the room you were in prior to doing a "Go Back," The hotkey combination for this command is Control-O.

Find User...

Select this option to open/close the **User List** window. The **User List** displays a list of all people logged into the current Palace site, and the names of the rooms they are in.



User List (Operator Mode)

Clicking on a user's name in this window causes you to enter ESP Mode with that person: you may now speak to them just as though you were whispering, no matter where you both are in the Palace.

Clicking on the **User** column sorts the list alphabetically by user name. Clicking on the **Location** column sorts the list by room name.

To instantly teleport yourself to another avatar's location, double-click on its name, or select its name and then click **Goto**. Exception: rooms marked "Private" cannot be entered (except by operators and owners).

Note that the operator mode adds an additional Kill button.

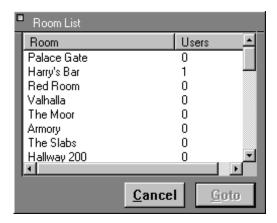
The hotkey combination for this command is Control-F.

GoTo Site Page...

This launches your web browser and takes you to the site page of the Palace you are currently visiting.

Goto Room...

Select this option to open/close the **Room List** window. The **Room List** displays a list of all rooms in the current Palace site, and the number of users in each room (regardless of their membership status).



Room List

When opened, this list displays all non-hidden rooms in their "natural" order (that is, the order in which they appear in the server's Pserver.dat file). Operators and owners will see all rooms, hidden or otherwise.

Clicking on the **Room** column sorts the list alphabetically by room name. Clicking on the **Users** column sorts the list by number of users. To return the **Room List** to its initial order, close it and open it again.

To instantly teleport yourself to another room, double-click on its name. Exception: rooms marked "Private" cannot be entered (except by operators and owners).

The hotkey combination for this command is Control-G.

Toolbox

This command opens and closes the Toolbox. The hotkey combination for this command is Control-T. For more information, see earlier in this guide.

Show Tooltips

This command toggles the display of tooltips when holding the mouse over a button in the Toolbox.

Draw

This command opens and closes the room drawing tools window. You can do the same thing by clicking on the Draw window button in the Toolbox. The hotkey combination for this command is Control-D. See the following section on the *Room drawing tools* for more information.

Log Window

This command toggles your **Log Window** open and closed. You can do the same thing by clicking on the **Log Window** button in the Toolbox.

Prop Window

This command brings up your Prop window. The hotkey combination for this command is Control-P. You can do the same thing by clicking on the suitcase icon at the bottom right of your window.

Operator Mode

This command opens a dialog box asking for the operator (or owner) password. Operators and owners have special powers and capabilities beyond those of registered members; there are different operators and owners (and passwords!) at each Palace site. If the password is entered correctly, the **Operator** menu is added to your menu bar. The hotkey combination for this command is Control-W.

The Bookmarks Menu

Use the options in the **Bookmarks** Menu to travel quickly and easily from Palace to Palace.

Add Palace to Bookmark

This command adds the current Palace address to the list in your **Bookmarks** window. Whenever a new bookmark is added, the Palace name appears beneath the separator bar at the bottom of this menu, enabling you to travel there with a click of the mouse.

Edit Bookmarks...

This option displays the **Bookmarks** window. The **Bookmarks** window lets you select a Palace site to travel to without requiring you to disconnect or remember the URL. To travel to any Palace on the list, simply double-click on its name, or select the Palace desired and click **Goto**. To remove a Palace site from the list, select it and click **Delete**. To close the **Bookmarks** window, click either **Close** or on the small box in the upper left corner of the window.

Channel Guide

This option brings up the Palace Channels Guide web page, which lets you access the latest and most exciting Palaces.

Palace Directory

This command automatically launches your web browser and takes you to the Palace Site Directory on the Palace website.

List of Palaces

The **Bookmarks** menu lists Palaces owned by Communities.com, and all of your recently-visited and bookmarked Palaces. Select one of these to go to that Palace.

The Avatars Menu

Guest Avatars...

Select this option to bring up the **Choose an Avatar** window. See *Changing expression and color* on page 23 for more information.

Member Avatars...

Select this option to bring up the **Avatars** window. See *Saving and wearing your new avatar* on page 29 for more information.

Change Avatar Name...

Select this option to change your avatar name.

The Operator Menu

This menu appears when you enter operator or owner mode (select **Operator Mode** from the **Options** menu, then enter the operator or owner password). The **Operator** Menu provides access to a set of advanced functions beyond the needs and rights of typical Palace members. Operators and owners are the "managers" and "proprietors" of the various sites in the Palace network. Anyone with a Palace Server or Palace Personal Server (and an IP address) can open a Palace site and become its owner, and then give the site's operator password out to trusted individuals. Therefore, each Palace site has at least one owner, and most possess operators as well.

NOTE – The **Operator** Menu appears on your menu bar only if you are currently an operator or owner on the Palace site in question. To access this menu, select **Operator Mode** from the **Options** menu, and then enter the operator/owner password in the resulting dialog window.

The commands in this menu provide operators (or owners) with various "superpowers" in the form of special commands and authorial control over their Palace sites. Since proper utilization of these commands requires an in-depth understanding of the Server software, this topic is not treated here. For information on operator commands and the operator menu, see *The Palace Operator's Guide*.

The Plugins Menu

The **Plugins** Menu includes an entry for each of your **Palace Plugins** — small programs that enhance the functionality of the Palace software.

To appear in this menu, your Plugins must be installed in the $\Palace\ root\ folder\Plugins\ folder$. This is where they are installed by default. However, if you wish, you can place them in $\Plugins\Startup$; this will cause them to launch automatically when you start the Palace software, instead of waiting for you to select them from the **Plugins** Menu.



The Help Menu

The Help Menu consists of a number of links that, when clicked, will take you to the appropriate page at The Palace website. The topics covered include:

Quick Reference

User Guide

FAQ

Software Update

Discussion Groups

Communities.com

About the Palace

Hotkey combinations

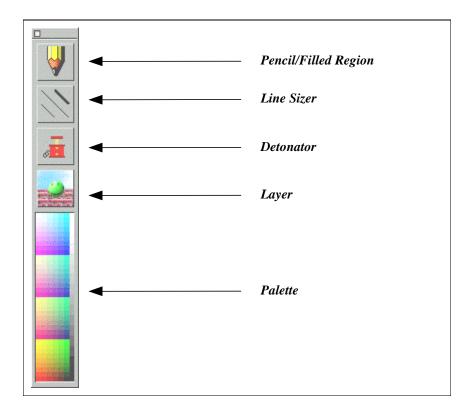
The following hotkey combinations are available to users:

Key	Description
Tab key	Toggles focus between the Input Box and the View Screen.
Up Arrow key	When the focus is on the Input Box, this pages back through your previously typed statements. When the focus is on the View Screen, the arrow keys allow you to move your avatar around on the screen.
Down Arrow key	When the focus is on the Input Box, this pages forward through your previously typed statements. When the focus is on the View Screen, the arrow keys allow you to move your avatar around on the screen.
Esq. key	Clears the Input Box.
Alt and Control keys	If the Autoshow Names option is unchecked (in the Preferences Dialog Box), this hotkey combination temporarily displays the names of all people in the current room. If Autoshow Names is checked, this combination causes the names to temporarily disappear.
Control and Shift keys	When held down simultaneously, these keys cause the outlines of all doors in the current room to become visible.

The room drawing tools



The Palace client provides room drawing tools, where you can paint and draw in the room you are currently visiting. Both the room and the Palace site must have Painting privileges set on for you to do this. To access the drawing tools, click the Palette icon on your Toolbox, or select **Draw** from the **Options** menu.



The room drawing tools

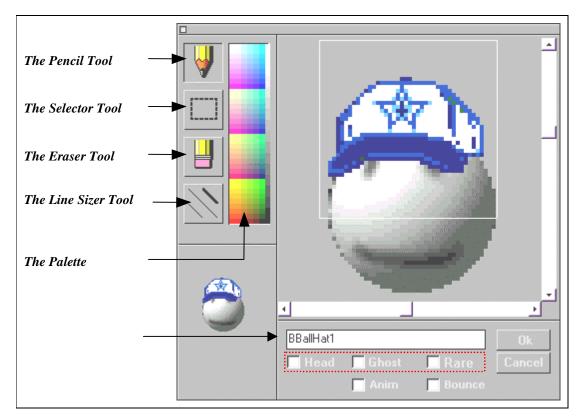
Everybody in the room sees whatever is painted. However, operators and owners can turn painting off in particular rooms, or on a site-wide basis. Some Palace operators consider painting to be a "nuisance" activity, and prefer to turn it off completely.

Tool	Description
Pencil Filled region	This tools lets you draw in various colors and line sizes. It has two states: Pencil and Filled Region. The Pencil tool is active when no colored area appears around the pencil. The Filled Region tool (activated when a colored area does appear around the pencil operates similarly, but turns the region drawn into a closed shape.
Detonator	When you click this button, it deletes the last line that was drawn, whether it was created by hand or by a script. Double-click this button to delete all drawing on this screen.
Layerer	You can draw either behind or in front of avatars. Click this button to toggle the pen between these two layers.
Line Sizer	This button changes the width of the Pencil and Filled Region tools. The center diagonal line is the current width. To increase the line size, click the line in the upper right corner. To decrease the width, click the line in the lower left corner.
Palette	The Palette tool lets you select a drawing color from the Palace palette.
Eyedropper	Although not visible as a tool, there is an eyedropper tool available for selecting colors directly off the screen image. The cursor changes to an eyedropper when you press both Control and the mouse button simultaneously anywhere in the View screen, no matter which tool is selected. The color that the cursor is pointing to becomes the current drawing color. This is useful for extending a particular color you see on the screen.

The prop editor

The prop editor lets you create and edit images for props and avatars. Like the room drawing tools, it has a set of drawing tools and a color palette. To access the prop editor, open your prop window (click the suitcase icon at the bottom right of your screen), and click **New**. Or, select an existing prop on your prop window, and click **Edit**.

The following picture shows the prop editor tools:



Some of these tools have special functions, or respond differently when certain key combinations are pressed. The following table describes the prop editor's tools.

Tool	Description
The Pencil Tool	Use this tool for drawing or editing details. To constrain the pencil to a straight line, hold down the Shift key while drawing. To turn the pencil into a paint bucket, hold down the Alt key. To turn the pencil into an eyedropper for picking up colors, hold down the Control key.
The Eraser Tool	Use this tool to create transparent areas. Note that erased portions are transparent; they allow whatever is behind them to show through. To "pour transparency" into solid-colored areas of your prop, hold down the Alt key.
The Selector Tool	Use this tool to move or delete sections. Click and hold down the mouse button down at one corner of the desired area, drag to the opposite corner (with the mouse button still depressed), and release. The selected area may now be moved around, or removed with the Delete key.
The Line Sizer Tool	Use this tool to change the pencil and eraser size. The diagonal line in the center of this button indicates the current size of the pencil and eraser. To increase the line size, click in the upper-right corner of the button. To decrease it, click in the lower-left.

Tool	Description
The Palette	Select the color you want activate; that is, the one the pencil will draw with.
Prop Name	Enter a name for the prop if desired. You can then use this name in scripts. For Palace members the prop's name may be especially important, since there are Iptscrae commands that can be used to manipulate props as long as their names are known.

In addition, the prop editor has the following fields:

Head

Check this box to completely replace your head with the prop. A head prop is a prop that completely replaces your face. Any prop may be made into a head prop.

Ghost

Check this box to make the prop a ghost prop. A ghost is a semi-transparent prop: other props and background art can be seen faintly through it. Any prop may be made into a ghost prop.

• Rare

Check this box to create a prop that cannot be copied. Unlike normal props, rare props disappear from the satchel when they are donned. In other words, only ONE such prop can exist.

• Anim

Check this box to make your prop into a single frame for animation. An animated prop is like a frame in a small movie: when worn, it rapidly flashes on and off. If more than one animated prop is worn, they will flash in sequence, creating the illusion of animation. The following **Bounce** setting can modify the order of the sequence. To see animated props in action, select **Preferences** from the **Edit** Menu and check **Allow Animation**.

Bounce

If this option is checked for any prop you are wearing, your animated props will cycle on and off in "palindrome" fashion ("forward-backward-forward" etc.), instead of simply looping in the "forward" direction all the time.

Cancel

Closes the Prop Editor without saving any changes you have made.

OK

Saves your work and closes the Prop Editor.

6

The PalacePresents Viewer

This section describes the PalacePresents Viewer and has the following sections:

- What is PalacePresents? on page 59
- Launching the PalacePresents Viewer on page 60
- What you need on page 60
- Setting preferences on page 61
- Joining an event on page 62
- The PalacePresents interface on page 63

What is PalacePresents?

This Palace Plugin allows you to take part in large-scale networked events such as conferences, guided web tours, slideshows, live interviews, lectures and other "one-to-many" interactions.

The PalacePresents software creates a multipurpose "stage" which is hosted on an existing Palace site. This stage appears in a separate window from the Palace software. The interesting thing about this stage is that once you're connected to it, you can always see it — no matter what room you move to in the host Palace.

The PalacePresents software consists of two Plugins: a Moderator Plugin (which is used by Palace operators to set up and moderate events), and a Viewer Plugin (which you use to participate in the event while it's "on the air"). The PalacePresents Viewer allows you to view all events transpiring on the stage, and to ask questions of the moderator and others on the stage. You can also keep a log of the event, and may even be invited onto the stage yourself!

What you need

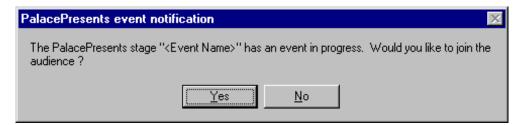
To participate in events via the PalacePresents Viewer, you must be running the Palace software for Windows 95/NT (version 3.0 or newer). You must also be a Palace member to participate in an event. Note that membership is free.

The PalacePresents Viewer Plugin is installed automatically by the Palace software. The name of the Viewer Plugin file is PalacePresents Viewer.dll. By default this file is installed into your \Palacedirectory\Plugins\Startup folder, which causes it to load automatically whenever you start the Palace software. If you would prefer to load the Viewer manually (each time you use it), you can move it to the \Palacedirectory\Plugins folder instead. Note that the file must be located in one of these two places to operate correctly.

Launching the PalacePresents Viewer

The following steps will get you started with the PalacePresents Viewer:

- 1. From the **Plugins** menu, select **PalacePresents Viewer**.
- 2. The **PalacePresents** submenu displays. If the PalacePresents Viewer has not already been loaded, the only entry on the submenu is **Load**. Click this to load the plugin. This toggles to **Unload** once the plugin is loaded.
- 3. Your PalacePresents Viewer is now loaded and active. Whenever you launch the Viewer while an event is running, or if an event goes "on the air" while you are running the Viewer, the Event Notification Dialog Box will appear, as shown in the following picture. Note that you will only be notified of events transpiring on the current Palace site.

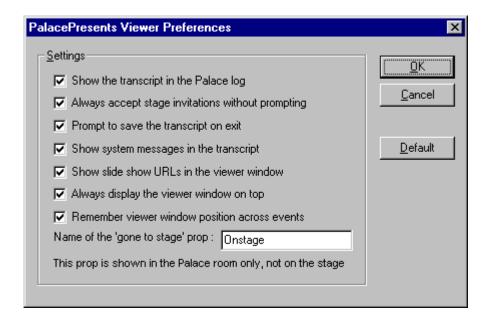


Click **Yes** to participate in the event. The next thing you'll see is the interface of the PalacePresents Viewer itself, which is described in the section *Joining an event* on page 62.



Setting preferences

Select **Preferences** from the **PalacePresents** submenu to display the **PalacePresents Viewer Preferences** window, where you can customize your PalacePresents.



Show the Transcript in the Palace Log

When this option is checked, the transcript of the PalacePresents event will be merged with the Palace log, so that you can follow everything at once.

Always Accept Stage Invitations Without Prompting

If this option is checked, you will be automatically transported to the stage whenever you are invited. Leave this option unchecked if you want to change your avatar or throw on a few props before you hit the stage.

• Prompt to Save the Transcript on Exit

If you exit the PalacePresents Viewer, or if the moderator ends the current event while you have this option checked, you will be shown a dialog box asking if you want to save the event transcript to a file. If this option is unchecked and either of these events occurs, the dialog box will not appear, and the event transcript will not be saved.

Show System Messages in the Transcript

When this option is checked, additional system information messages are displayed in the transcript.

Show Slide Show URLs in the Viewer Window

The PalacePresents Moderator has the ability to run a "slide show" of web pages while the event is running. If this option is checked, all web pages visited will be displayed in the Browser Frame of your PalacePresents Viewer (beneath the Transcript window). If unchecked, your web browser will be launched separately to view these pages.

NOTE – To view the Slide Show within the Viewer window, you must have Microsoft's "Internet Explorer" installed on your system (it does not need to be your default browser, however). If you don't have Internet Explorer, you should leave this option unchecked.

Always display the Viewer on Top

This option causes the Viewer window to cover all other windows you might currently have open (including the Palace window itself), and to remain that way until turned off.

Remember Viewer Window Position across Events

When checked, this option will cause the height, width, and screen position of the Viewer Window to be stored upon closing the PalacePresents Viewer. The next time you enter an event (regardless of its location in the Palace Community), the Viewer window will appear at the same size and position as before.

Name of the "Gone to Stage" Prop

While you are on the stage, a copy of your avatar remains in the Palace room from which you came (i.e. in the host Palace), but a special prop is added to it to indicate that you are onstage. If you want to supply your own "on stage" prop, simply type its name into this textbox; otherwise a default prop is provided for you.

Default Button

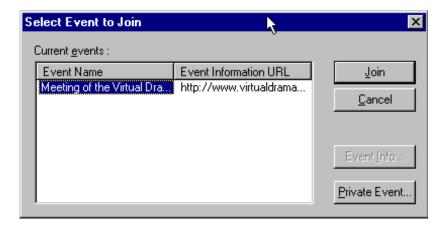
Click this button to set all preferences back to their original default values.

Joining an event

If you launch the PalacePresents Viewer while an event is running (or, conversely, if an event goes "on the air" while your Viewer is running), you will only be notified of the event and given a chance to join the audience automatically. However, if you decline the initial invitation notice and then change your mind later, you can still get in.

Selecting Join an Event from the PalacePresents plugin submenu displays the Select Event to Join window.



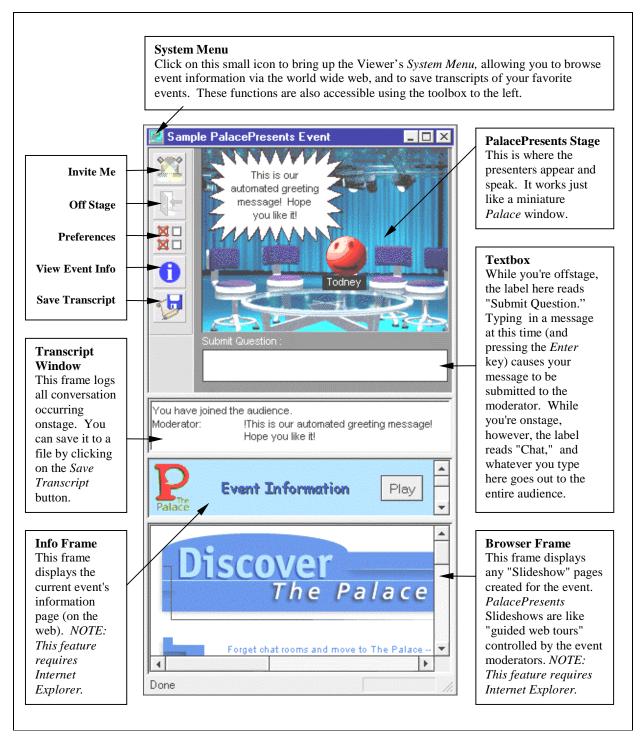


Here you can select which event you want to join, and browse any web pages associated with the event. The first column of this list displays the names of all PalacePresents events currently running at the Palace Server you're on. You can join an event in progress simply by double-clicking on its name in this list. Other features of this dialog box include:

- The Event Name field lists the name of the events.
- The Event Information URL area show the URLs of any web pages associated with the event. This gives you easy access to any prepared information on the event, topic, or presenter.
- To join an event, select it, and either double-click it, or click **Join**.
- Click **Event Info** to send your web browser to the page specified under **Event Information URL**.
- Click **Private Event** to access a private event. The *PalacePresents Moderator* has the ability to run *Private Events* that are not publicly advertised. These events may be password-protected, and are run on an "invitation-only". If you have been invited to such an event, click on this button to access the **Join a Private Event** window, which asks you to enter the name of the Palace user hosting the event, as well as any password that has been provided for you.

The PalacePresents interface

The PalacePresents Viewer is easy to operate. It contains a few basic elements, including the Stage, the Textbox, three viewing Frames and a special Toolbar.



As indicated in the illustration above, the PalacePresents Viewer allows you to see the avatars of anyone currently onstage. This includes the event presenter (or presenters, if there is more than one), as well as anyone else who has accepted the moderator's invitation to come onstage. Note that the moderator does not directly appear onstage. Moderator speech appears in a standard cartoon balloon in the upper-left corner of the stage area.



Avatars can move around on the stage just as they can in a Palace room, and everyone who is connected to the event will see them moving. While onstage, you can wear props, even animated props, but you cannot change your avatar without leaving the stage again.

NOTE – While you are onstage you *also* remain in the Palace room you were invited from, and a special "on stage" prop is automatically added to your avatar there. While onstage, you can continue to chat and move around in the Palace proper, and can also "broadcast" by typing into the viewer. You really <u>can</u> be in two places at once!

Talking to the stage

Whenever you're not on the stage (and that's most of the time, for most of us), the label above the Viewer's Input Box reads **Submit Question**. Type your question, and submit it to the moderator by pressing the Enter key. If selected by the moderator, your question will appear onstage, just as you typed it. Note that the moderator not only has control of which comments are selected, but can also delay or shuffle comments, and may even preload a series of "simulated" comments prior to (or during) the event.

NOTE – To submit questions to the moderator, you must be a Palace member. Guests can view the PalacePresents stage and read the flow of chat taking place there, but they cannot participate in the event directly.

The viewer's input box allows you to use special balloons just as you can in the Palace client itself. See the section for more information.

The Viewer Toolbox

To the left of the stage you will notice a column of five buttons. These buttons comprise the Viewer Toolbox, which provides shortcuts for the most commonly-used functions. This section describes these buttons and their use.



Invite Me

While you are watching an event (i.e. not onstage), clicking on this button means "Invite Me" (while you are onstage this button is disabled). Clicking here sends a message to the moderator, requesting an invitation to the stage. Note that if you have **Always Accept Stage Invitations Without Prompting** checked in the **Preferences** dialog box; you will be pulled onstage as soon as your request is accepted. Otherwise, you will see the following dialog box, which serves as your official invitation:



Off Stage Button

While you are on the stage, the "Offstage" button becomes enabled. Clicking here causes you to leave the stage. A prompt will appear to make sure you really intended to make your exit.



Preferences Button

This button displays your PalacePresents **Preferences** window; it is the same as selecting **Preferences** from the **PalacePresents** plugin submenu.



View Event Info Button

This button launches your web browser, taking you to the Event Information web page that has been set up by the moderator. It is the same as selecting **View Event Info** from the **System** Menu. Note that if **Show Slide Show URLs in the Viewer window** is selected (under **Preferences**), all web pages visited will be displayed in the Browser Frame (beneath the **Transcript** window). If unchecked, your web browser will be launched separately to view these pages.

NOTE – To view the Slide Show within the Viewer window, you must have Microsoft's "Internet Explorer" installed on your system (it does not need to be your default browser, however). If you don't have Internet Explorer, you should leave this option unchecked.



Save Transcript Button

This button causes an ASCII transcript file to be saved on your hard disk. It is the same as selecting **Save Transcript** from the **System** Menu.

The System Menu



You can access a number of special PalacePresents features and settings through the PalacePresents **System** Menu. To access this menu, click the system menu icon in the upper-left corner of the Viewer.



Most of the items on the System Menu are standard, and will be familiar to all Windows users: **Restore**, **Move**, **Size**, **Minimize**, **Maximize**, and **Close**. There are also a few items that are specific to PalacePresents:

Preferences...

Select this option to display the PalacePresents **Preferences** Dialog; it is the same as selecting **Preferences** from the PalacePresents plugin submenu, or clicking on the Preferences Button in the Toolbox.

Join an Event...

This menu command displays the Event List.

Info About Current Event

This menu command launches your web browser, taking you to the Event Info page specified by the event moderator. This is functionally identical to selecting the View Event Info button in the Toolbox.

Save Transcript

Select this option to save a transcript of the event to a text file on your hard disk. By default, this file is named MM-DD-YY.LOG, although you can change the name and path to whatever you want. This is functionally identical to selecting the Save Transcript button in the Toolbox.

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Advanced Features

This section describes advanced features you can use to enhance your Palace experience even further:

- Standard user commands on page 69
- Creating and maintaining your own room on page 69
- Automating yourself with Iptscrae on page 72

Standard user commands

The Palace software possesses a number of special commands allowing you to personalize your experience online. All special commands consist of text typed into the Input Box, and most of them begin with a single quote (').

Although the special commands available may vary from site to site, you can see the standard list in the section *Palace Command Summary* on page 81.

Creating and maintaining your own room

Sometimes, you will visit a Palace site where the operator lets you create your own room. These *member rooms* exist only temporarily, deleting themselves whenever (A) there is no one inside and (B) when their owners disconnect from the current server. There are number of special commands associated with member rooms. Like most special commands, these are typed directly into the Input Box, and begin with a single quote (').

Member rooms have the following guidelines:

- A member room will disappear from the Palace site if it empties out while its owner is logged off.
- If the room remains occupied, its owner may log off and log back on, and will retain ownership of the room.
- Member rooms all disappear when the server goes down.
- Normally, each member is allowed to create one (and only one) member room at a time.

'newroom roomName

Creates a new room with a cloudy sky background. If you don't supply <code>roomName</code>, the new room will be called "Jim's room" (or whatever your name is). When you create a room you become its <code>owner</code> (similar to being a "channel op" on IRC), and may use all of the special commands listed below within that room. If the room empties out and you log off, the room will disappear.

'rdelete

Deletes the room. This command is rarely necessary, as the room will disappear of its own accord anyway.

'rowner userName

Allows you to transfer ownership of the room to userName.

'rname roomName

Renames the room to roomName.

'rpicture filename

Allows you to specify a new background picture for the room. You may use any of the default Palace pictures, (*the bar, the study* and *the beach* are the most popular — look in your *Pictures* folder to see the list). You can use a custom picture of your own creation if you wish, but only people who have a copy of that graphic will be able to see it; everyone else will see a black background.

'rkick userName

Kicks *userName* out of the room. The person will be kept out for the remainder of their session, or until ownership is transferred.

NOTE – They can get around this by logging off. If you are having a real security problem you can either use a password, close the room entirely with the rclose command, or page a operator for assistance.

'runkick userName

Cancels the effects of an 'rkick command.



'rpassword yourPassword

Denies entrance to the room except to those who know <code>yourPassword</code>. When someone tries to get in, the server will deny access and request that the person type <code>'password yourPassword</code> to get in. For example, if you create a room and type:

'rpassword mojo

Other users will be unable to enter your room unless they type:

'password mojo

'rclose

Closes (locks) the room, preventing access by anybody except the room owner. If everybody inside leaves, the room automatically opens.

'ropen

Opens (unlocks) the room.

'rscripts on

'rscripts off

Determines whether or not user scripts can run within the room. Scripts are *on* by default.

'rpainting on

'rpainting off

Turns painting on and off within the room. Painting (otherwise known as *drawing*) is *on* by default. The owner can do some painting (to make a sign) and then turn painting off to make a temporarily-permanent sign.

'rguests on

'rguests off

Denies access to guests (non-members).

'rhide on

'rhide off

Removes the room from the *Room List* (for all except operators and owners, who can still see it).

'runhide

Cancels the effects of an 'rhide command. Same as 'rhide off.

Automating yourself with Iptscrae

As if you didn't already have enough to keep you happily Palace-hopping for a long time, there are many more options available to you once you begin to master the intricacies of *Iptscrae*, the Palace programming language. Your initial introduction to Iptscrae will most likely be in the form of your own <code>cyborg.ipt</code> file (or "Cyborg Script"), that contains the routines used to automate aspects of your avatar's behavior online. This section provides a cursory overview of the <code>contents</code> of the <code>cyborg.ipt</code> file, and explains the operation of this file in its default state. For more information on Iptscrae, see the <code>Iptscrae Language Guide</code>.

NOTE – Modifying the <code>cyborg.ipt</code> file requires a degree of familiarity with Iptscrae that is beyond the scope of this guide. Since the same commands and syntax are used to create Palace Server Scripts and Cyborg Scripts alike, would-be authors will want to read the <code>Iptscrae Language Guide</code>.

Your cyborg.ipt file

This section describes your <code>Cyborg.ipt</code> file, examining its structure and operation line-by-line. To make any changes desired, you'll need to open this file with a text editor or word processor capable of saving in ASCII ("text only") format. Always remember to make a backup copy before editing your <code>cyborg.ipt</code> file.

The cyborg.ipt file is a script, written in Iptscrae. Scripts contain *handlers*, which respond to *events*. These handlers are themselves contain short programs called *atomlists*. An atomlist could also be called a *subroutine*. To get a clearer understanding of what this means, let's take a look at your default cyborg.ipt file.

The INCHAT handler

The first block of statements in your file is your inchat handler (as indicated by the words on inchat and the open curly bracket in the first line):

```
ON INCHAT
{
; expressive prop changes - in response to what others say
{ "Lightbulb" DONPROP { DOFFPROP } 120 ALARMEXEC } CHATSTR "you genius" == IF
```

INCHAT is where you store atomlists that respond to words you hear others say; **atomlists** in this handler are triggered by any CHAT event. You'll notice lots of curly brackets throughout the script. These curly brackets indicate additional atomlists. Subject to syntax requirements, atomlists can contain other atomlists, but each must be



opened and closed with the corresponding curly bracket. You can tell when a script has reached its end by counting and pairing the open curly brackets with the closed ones. You'll notice that the first open-curly bracket above has no partner. More on that soon...

The line starting with a semicolon (;) is a *comment*. The software ignores everything on the line after the semicolon. Commenting your code is good programming practice, and it will save you a lot of time when you come back to this file several months after editing it.

The functional stuff is contained in the IF statement that follows the comment. This statement causes your avatar to don a lightbulb prop for 120 *ticks* (a tick is about 1/60th of a second, so this is about 2 seconds) and then remove it, provided someone says the trigger phrase appearing in quotes ("you genius").

This sample lends itself to fairly easy editing. Without altering the structure of the statements or atomlists involved, you can easily edit this IF statement, or duplicate it to have your avatar don different props in response to different trigger statements. Be sure your new prop names refer to actual props in your satchel, or your script will do nothing. You can also change the number of ticks between donning and doffing the prop.

FINGER information. We know the INCHAT handler isn't done yet, because our first open-curly bracket in the cyborg.ipt file hasn't been matched with a close-curly bracket. The next section, therefore, is also executed on response to INCHAT...

```
; this is your FINGER information - replace the stuff in quotes with
; information about yourself.
    {
         "^<insert name>\x0d"
         "<insert e-mail>\x0d" +
         WHOCHAT PRIVATEMSG
    } CHATSTR "finger" == CHATSTR ";finger" == OR
        WHOCHAT WHOME == NOT AND IF
}
```

As the comment tells us, this routine allows you to provide others with some information about you when they select you for whisper mode and say "finger". To edit it, simply replace <insert name> and <insert e-mail> (including the angle brackets) with whatever information you want to put there. If you want to add additional information lines, copy the format of the "<insert e-mail> \x0d" + (including the plus sign at the end). Unless you're an Iptscrae expert, you should probably leave the rest of this structure alone.

The OUTCHAT handler

If you pair up the curly brackets here you will find that the last one is an extra; we now know that we have reached the end of our inchat handler. The next block of statements comprise the <code>OUTCHAT</code> handler.

This is the beginning of your OUTCHAT handler, which contains atomlists that execute whenever you say something. The IF statement is very similar to the one encountered in the INCHAT handler. In this example, the IF statement evaluates each of your outgoing messages to see if it matches the specified target condition (the "a.* idea"), and executes a don/doff routine if it does.

The "a.* idea" target condition looks for the letter a, followed by anything, followed by the word idea, anywhere in the outgoing message (GREPSTR instead of SUBSTR). Phrases like a good idea and I have an insane idea, man meet this criteria, and will trigger the Lightbulb prop routine.

ZAP routine. Your OUTCHAT handler also contains a ZAP routine:

```
; Zap somebody by positioning the mouse and then say "zap"
    { "!)fazein Zap!" MOUSEPOS SAYAT
        255 0 0 PENCOLOR 2 PENSIZE
        POSX POSY MOUSEPOS LINE
        PAINTUNDO
        "" CHATSTR =
    } CHATSTR "zap" == IF
```

This zap routine listens for you to say zap, whereupon it quickly performs a series of related actions:

- 1. It plays the fazein audiofile and places the word <code>zap!</code> in a spiky balloon at the position of the mouse pointer (<code>"!)fazein Zap!" MOUSEPOS SAYAT</code>).
- 2. It sets the system pen to bright red (255 red, 0 green and 0 blue), and makes it two pixels wide (2 PENSIZE).
- 3. It draws a line (using the pen's current color and size) from your avatar's position (POSX POSY) to the mouse pointer's position (MOUSEPOS). This creates a laser beam effect.
- 4. It erases the line (PAINTUNDO).
- 5. It removes your "zap" statement from the CHAT string, so no one sees it ("" CHATSTR =).

There have been so many variations on this script that it would take a good-sized document to list them all. The Zap script is probably the most heavily-edited atomlist in the Iptscrae annals. For starters, you might want to experiment with changing the target message and the audiofile played, or the color and size of the pen.



Cleaning your room. The next atomlist is useful when a room gets too cluttered to see what's going on.

This atomlist waits for you to say clean, and then removes all loose props from the current room (<code>CLEARLOOSEPROPS</code>) and deletes all painted lines on the screen (<code>PAINTCLEAR</code>).

Spoofing. The next statement is a spoofing atomlist.

```
; spoof somebody by positioning the mouse on their mouth
; and then typing "msay blah blah"
    { "$1" GREPSUB chatter =
        chatter MOUSEPOS SAYAT
        "" CHATSTR =
    } CHATSTR "^msay (.*)$" GREPSTR IF
```

If you're into spoofing people (putting words in their mouths), this atomlist makes it a lot easier than using the *x,y function. It waits for you to say anything that starts with the word msay. When you do, everything after the word msay is sent to a cartoon balloon that magically appears at your cursor's position. It then sets the CHAT string to (nothing) so that no one sees your original utterance. This is such a useful routine that you should probably keep it just the way it is.

Final OUTCHAT atomlist. Here is the final atomlist in your OUTCHAT handler:

```
; give another user a prop
    { "$1" GREPSUB who = "$2" GREPSUB prop =
        prop who WHOPOS ADDLOOSEPROP
    } CHATSTR "^give (.*) (.*)$" GREPSTR IF
}
```

We can tell this is the last statement because of the extra closed-curly bracket at the end of the sample (which matches the one we encountered on the first line of this handler). The routine waits for you to say anything matching the structure of <code>give person prop</code>. The first word after <code>give</code> is called and passed to a symbol called who, while the final word is called <code>\$2</code> and is passed to a symbol called <code>prop</code>. A copy of <code>prop</code> is then added to the screen at the position of who. This cannot be used to place a prop on a person, but rather puts it right next to them.

NOTE – If the user specified is not present in the room or the prop named is not in your prop file, this routine will not work.

SIGNON handler

Finally, we come to the last handler in your cyborg.ipt file:

```
ON SIGNON {
   "*64,64 !It's " USERNAME + SAY
   1 MACRO
}
```

This is your ON SIGNON handler, which consists of only one atomlist. When you first enter any Palace site, this routine does two things. First it causes you to say It's your_name! in a spiky balloon at position 64 x 64 on the screen. Next it runs "macro" number 1, setting your initial appearance (this is equivalent to selecting the first avatar from the **Avatars** window, or pressing the F1 key).

You'll notice that the syntax and special characters used to indicate the location and style of the announcement are the same as those used in the Input Box to create special talking effects. By experimenting with these text-based functions (and the others available via the Input Box) you can edit this script to trigger complex strings of text, sound and avatar actions whenever you enter a Palace site.

Quick Reference

Welcome to the Palace! Once you've installed the software, you're ready to meet people and explore Palace sites. Here are some suggestions on what you can do to get going:

What to do	How to do it
Log on for the first time	Logging on for the first time on page 13
Connect to a Palace	Connecting to Palace Sites on page 17
Ask a Palace operator for help	Paging an operator on page 33
Change your name	Changing your name on page 23
Customize your roundhead avatar	Customizing your roundhead avatar on page 24
Get a new avatar	Creating a new avatar on page 27
Send messages to people	Talking to people on page 30
Have a private conversation	Whispering and ESP (private messages) on page 32
Change your balloon	Special balloons on page 31
Find other people	Finding people on page 33
Join somebody else	Joining another user on page 35
Move around within your room	Click on the spot where you want to go
Find doors and hot spots to other places	Spots and doors on page 35
Go to another room	Jumping to a specific room on page 35 and Going forward and backwards on page 36
Use props	General prop actions on page 37
Create or edit a prop	Creating and editing props with the prop editor on page 37

What to do	How to do it
Play sounds	Playing sounds on page 34
Use special shortcut keys	Hotkey combinations on page 53
Use special member commands	Palace Command Summary on page 81 and Creating and maintaining your own room on page 69.



Community Standards

After the interface explanations and Iptscrae examples are over, after you've become confident in your use of Palace and after all the tricks have been taught, there are still several important topics that cannot be brushed aside, all of which come down to the way people treat each other in the Palace community.

As a new breed of endeavor somewhere between concrete art and abstract science, it is certain that the school of virtual environment design still has a long way to go before it reaches anything approaching maturity. Unfortunately, the same can be said for a lot of people, even out here on the electronic frontier. It takes all kinds, right? Anyway, in your travels through the various worlds of The Palace it is not unreasonable to assume that you'll run into a few troublemakers. These people enjoy pushing others for a reaction, and their antics tend toward garden-variety spoofing and gutter-variety profanity. Alone or in small groups, these cyber-brats often hop from room to room, looking for new people to offend.

If you find yourself in such a situation, there are a number of things you can do to make it stop (and/or keep it from happening again). But because you <u>do</u> have real recourse to real solutions, you need to ask yourself whether this represents truly offensive behavior (i.e., such as most people would find offensive), or whether this person is simply making momentary use of a Palace feature in a unusually "creative" way. Sometimes that line can be hard to draw; even harder when your own emotions get into the equation.

It is important not to react in kind when confronted with rude or obnoxious behavior; nothing encourages it more. Rather, you should seek at first to distance yourself from the offending person. There's a lot of room out there, and plenty nicer people to hang out with. You can always sign off and come back later; disconnection is the better part of virtual valor. If the person persists in bothering you, open your log (under the File Menu) — it may help later to have a record of their exact words.

Of course, you can always call for divine intervention... At most Palace sites, the operators and owners are creative and dedicated people; they create virtual worlds to share enjoyable experiences with others like themselves, not to sink to the lowest levels of human behavior. And since they all want their sites to be popular, it's in their interest to make sure people feel comfortable during their visit. Within their own sites, operators and owners are all-powerful; able to create and destroy rooms, distribute and

revoke passwords, and temporarily "kill" or indefinitely "ban" specific individuals (or entire domains). If you feel that a certain individual is acting in such a way as to ruin the experience for others, let the local deities know about it. That's probably all you'll need to do.

The Palace is not the first graphic multi-user domain ever created, but it is probably the least strict. Many powers possessed by the average Palace member — painting, spoofing and nickname-changing, to name a few — would be withheld for operators and owners only on MUDs of other varieties. The way we decide to handle these powers determines to a great degree what kind of community we are. These powers have been given to all of us as a design decision on the part of The Palace Inc., but it is important to remember that it's all software; should certain powers prove unmanageable or harmful, they may be crippled or removed entirely from subsequent versions.

In a way, the whole of the Palace community can be seen as a massive, progressive social experiment in which we are all participating. For this reason, we invite you to participate in the "Community Standards" Discussion Group. To get there, take your web browser out to the "Palace Support" section of The Palace website (http://www.thepalace.com) and click on the link labeled "Discussion Forums."

Please post your experiences, insights and suggestions for the benefit of all Palace users.



Palace Command Summary

The following table provides a list of all special commands (not counting Iptscrae commands and keywords):

- Guest commands on page 81
- Member commands on page 82
- Operator commands on page 83
- Owner commands on page 85

NOTE – These commands are current for the Palace Server version 4.4.1. Note that some commands are not available on older versions of the Palace server. For the list of which commands are available on the specific server you are connected to, use the 'help command.

Guest commands

The following table lists the Palace guest commands.

Guest Commands	Syntax	Description
help	'help	Displays all special commands available to your user class, in the Log window
page	'page <i>message</i>	Summons help from an operator
sitepage	'sitepage	Displays the URL of this Palace's Site page.

Member commands

The following table lists the Palace member commands.

Member Commands	Syntax	Description
hide	'hide on 'hide off	Hides you from all other users Unhides you from all other users
hidefrom	'hidefrom <i>name</i>	Hides you from user name
mute	`mute <i>name</i>	Mutes user name
newroom	'newroom 'newroom [<i>roomName</i>]	Creates your member room (one per user) Creates your member room as <i>roomName</i>
page	'page message	Summons help from an operator
password	'password <i>password</i>	Specifies a password for navigation purposes
rclose	'rclose	Closes your member room to further visitors
rdelete	'rdelete	Deletes your member room
re respond	're message 'respond message	Replies to the last sender of an ESP message
rejectesp	'rejectesp on 'rejectesp off	Rejects all incoming ESP messages Stops rejecting ESP messages
rejectprivate	'rejectprivate on 'rejectprivate off	Rejects all incoming private messages Stop rejecting private messages
rguests	'rguests on 'rguests off	Allows guests to enter your member room Prohibits guests from entering your member room
rhide	'rhide on 'rhide off	Hides your member room from the Room List Unhides your member room from the Room List
rkick	'rkick name	Kicks name out of your member room
rname	'rname roomName	Renames your member room as roomName
ropen	'ropen	Opens your member room to visitors
rowner	'rowner name	Transfers ownership of your member room to user <i>name</i>
rpainting	'rpainting on 'rpainting off	Enables painting in your member room Disables painting in your member room
rpassword	'rpassword [password]	Password-protects your member room
rpicture	'rpicture filename	Sets new background for your member room



Member Commands	Syntax	Description
rscripts	'rscripts on 'rscripts off	Enables scripts in your member room Disables scripts in your member room
runhide	'runhide	Same as `rhide off
runkick	'runkick name	Cancels an `rkick command
unhide	'unhide	Same as `hide off
unhidefrom	'unhidefrom <i>name</i>	Unhides you from user name
unmute	'unmute <i>name</i>	Unmutes user name

Operator commands

The following table lists the Palace operator commands.

Operator Commands	Syntax	Description
autoannounce	'autoannounce message	Sets the server greeting to message
banip	'banip [minutes] ipAddress	Bans one or more IP addresses for <i>minutes</i> . May use wildcards (i.e.: 12.24.23.*).
banlist	'banlist [-k] [-a] [name ipAddress]	Shows banned users in log window
banuser	'banuser [minutes] name	Bans user name for minutes
bots	'bots on 'bots off	Turn user scripts on server-wide Turn user scripts off server-wide
comment	'comment ipAddress message	Adds a comment to a banlist
death	'death minutes	Set default death penalty to minutes
delete	'delete	Deletes the current room
duplicate	'duplicate	Duplicates the current room
er	'er	Moves you to the room of the last (non- operator) page
extend	'extend string minutes	Extends the death penalty on a ban record
flood	'flood number	Kill flooders after number events per second
gag	'gag name	Gags user name

Operator Commands	Syntax	Description
glist	'glist [-k -o -p -wl]	Lists information on all users - k Show the users's reg key hash - o Show the users' software originiation code and machine type - p Show the users' PUID hash - w List only operators
kill	'kill [minutes] name	Kills (disconnects) user name for minutes
list	'list [-k -o -p -w] [name ipAddress]	Lists information on specific user matching name or IP address - k Show the users's reg key hash - o Show the users' software originiation code and machine type - p Show the users' PUID hash - w List only operators
operatorcount	'operatorcount	Displays the number of operators currently logged in.
paint	'paint on 'paint off	Turns painting on server-wide Turns painting off server-wide
pin	'pin name	Pins user name
propgag	'propgag name	Propgags member name
purgebanlist	'purgebanlist	Purges elapsed ban records
purgeprops	'purgeprops number	Purges all props older than number days
repage	'repage message	Sends message to the last (non-operator) page
roommaxguests	'roommaxguests number	Sets the max guest occupancy for the current room
roommaxocc	'roommaxocc number	Sets the max occupancy for the current room
track	'track [minutes] name	Tracks all sign-ons from user name for minutes
trackip	'trackip [minutes] ipAddress	Tracks all sign-ons from <i>ipAddress</i> . May use wildcards (i.e.: 12.24.23.*).
unban	'unban <i>name</i> 'unban <i>ipAddress</i>	Unbans user <i>name</i> Unbans user from ipAddress
ungag	'ungag name	Ungags user name
unpin	'unpin <i>name</i>	Unpins user name
unpropgag	'unpropgag name	Unpropgags member name
untrack	'untrack name 'untrack ipAddress	Stops tracking user name Stops tracking user from ipAddress



Owner commands

The following table lists the Palace owner commands.

Owner Commands	Syntax	Description
allowedurls	'allowedurls on 'allowedurls off 'allowedurls " <i>URL</i> "	Enables the allowed URLs string. Enables the allowed URLs string Sets the allowed URLs string or strings (separated by a pipe ()).
authoring	'authoring on 'authoring off	Allows operators to enter Authoring Mode Prevents operators from entering Authoring Mode
avatarurl	'avatarurl on 'avatarurl off 'avatarurl " <i>URL</i> "	Sets custom avatars on. Turns custom avatars off. Sets the avatar directory to the designated URL.
ban	'ban <i>name</i>	Permanently banishes name from the server
botkill	'botkill on 'botkill off	Allows cyborg scripts to kill Prevents cyborg scripts from killing
chatlog	'chatlog on 'chatlog off [filename]	Enables chat logging on the server Disables chat logging on the server
custom	'custom on 'custom off	Enables custom props on the server Disables custom props on the server
defaultroomocc	'defaultroomocc number	Sets the default room occupancy
downlist	'downlist number	Moves the current room <i>number</i> positions down in the script file
dropzone	'dropzone	Makes the current room a dropzone (front gate)
entrypage	'entrypage ["URL"]	Sets the Palace's default entrypage URL for the Palace Directory. If keyword FORCETPVWEBPAGE is set, it's also the entry page for web clients coming in from a non-authorized URL (TPVALLOWEDURLS keyword).
fileserver	'fileserver ["URL"]	Sets the location of your media for web-based users.
flushprops	'flushprops n	Clears old props older than <i>n</i> days and compresses the prop file.
guests	'guests on 'guests off	Enables guest access to the server Prevents guest access to the server

Owner Commands	Syntax	Description
killprop	'killprop	Removes the prop you are wearing from the server prop file.
maxocc	'maxocc number	Sets the maximum server occupancy
memberrooms	'memberrooms on 'memberrooms off	Allows members to create member rooms Prohibits creation of member rooms
nowhisper	'nowhisper on 'nowhisper off	Disables whispering Enables whispering
operators ¹	'operators on 'operators off	Enables support for operators Disables support for operators
operatorskill	'operatorskill on 'operatorskill off	Allows operators to kill Prohibits killing by operators
operatorsonly	'operatorsonly on `operatorsonly off	Sets the current room as operator only Removes operator-only setting
operatorpass	'operatorpass password	Sets the operator password to password
ownerpass	'ownerpass password	Sets the owner password to password
passwordsecurity	'passwordsecurity	Enables password security (auto-kills after three failed password attempts)
picdir	'picdir <i>path</i>	Sets the source directory for outbound files to path
pinprop	'pinprop 'pinprop on 'pinprop off	Sets the pin prop to the prop you are wearing Turns pin propping on Turns pin propping off
playerkill	'playerkill on 'playerkill off	Allows members to kill Prohibits killing by members
poundprotect	'poundprotect on off	Enables/disables pound protection. This logs the IP address of a user who repeatedly makes new connections in a short time interval.)
poundcheckinterval	'poundcheckinterval <i>n</i>	Sets the pound check interval to <i>n</i> seconds.
propcontrol	'propcontrol off 'propcontrol userlevel	Turns on prop control (only owners can introduce new props) Turns off prop control Lets only userlevel users introduce new props
purgelimit	'purge <i>number</i> 'purgelimit <i>number</i>	Sets the purge limit to <i>number</i> days Same as `purge <i>number</i>
recycle	'recycle [number]	Causes guest ID numbers to recycle at number
reportprefs	'reportprefs	Lists the current Palace preferences.
reset	'reset	Recomputes all rooms' occupancy count.
revision	'revision	Displays the Palace server version number.



	1	1
Owner Commands	Syntax	Description
roomsfile	'roomsfile .patfilename	Shows current file setting Causes your Palace to use the template asociated with the named configuration file. This changes the look and feel of your Palace.
savesessionkeys	'savesessionkeys on 'savesessionkeys off	Enables/disables saving sessions keys (that is, logs users' ID and reg code to the server log).
securejavaaccess	'securejavaaccess on 'securejavaaccess off	If this is on, additional authorization is required for web-based users.
securelogoff	'securelogoff on off	If this is on, the authentication engine tracks logoffs
securesite	'securesite on off	If this is on, a name and password are required to access this Palace server.
security	'security authhost:[authport] [retrys] off	Sets the security (authentication) daemon. • authhost is the daemon's URL • authpot is the daemon's port • retrys specifies how many attempts a user can make. The default is 1.
setrank	'setrank command setting	Sets the rank of the command to the specified setting.
servername	'servername string	Sets the servername to string
showranks	'showranks	Displays each Palace command and its current rank. Modifications via 'setrank are shown in paranthesis.
shutdown	'shutdown	Shuts down the server
spoof	'spoof on 'spoof off	Allows members to spoof using @x,y commands Prohibits spoofing
uplist	'uplist number	Moves the current room <i>number</i> positions up in the script file

^{1.} Be careful in using this command. If you turn this off, and then log off, you will not be able to access the operator interface again later to turn it on/off. You will need to use the ~susr ownerpassword command to get back into owner mode.

The Palace Client Plugin API

The Palace client software has an open architecture that makes it possible for other programs, such as games, to plug-in. If you're interested in finding out more in joining the developer's program, please go the Partner's page on The Palace website (www.thepalace.com).

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