

Convert Your Answers to GIFs (Using ChemDraw)

This document is a set of step-by-step instructions for the creation of new “answers” to used with the Jeopardy game templates/html pages within this site.

General Guidelines:

- All file and folder names should be only lower case and should not contain embedded spaces (use an underscore "_" if necessary).
- In any of the templates, do not change the font size, type or color. Also, note that all of the templates have "hidden" characters/images so be careful when selecting objects to only select the object you want and do not use "Select All". (The hidden objects can be made visible by "Select All" and changing the color to white – the hidden objects simply have the same color as the background. The hidden objects are there to ensure the image is the proper size when saved as a gif.)
- The following instructions presume the software package ChemDraw on a PC is used to create the necessary files. The "templates" are available from this web site (see the “Details on Game Construction” area).
- Due to ChemDraw programming idiosyncrasies (i.e., poor bond alignment at the open side of C), on occasion hidden characters (e.g., a blue O of the same color as the background) is placed first, usually using the atom label tool and then a yellow character (e.g., a C) is placed above it – of course only the yellow C is viewable.
- Much of what follows was written to enable a secretary to convert handwritten “answers” into computer-generated answers.

#	Do	Example	Comment
1	Create a master folder for the new game to be created.	atoms_ions	This folder will ultimately contain six sub-folders; each of the six sub folders will contain five ChemDraw files and seven GIF files.
2	Within the master folder , create a new sub-folder that is named according to one category.	radius	
3	Copy the templates into the sub-folder.		The templates are category.cdx; category2.cdx; molecule.cdx; reaction.cdx
4	Launch ChemDraw		or double-click on category.cdx in the sub-folder and skip to step 6.
5a	In ChemDraw navigate to and open category.cdx		
5b	Using the text tool, replace the existing text with the heading (usually obtained from the handwritten notes or	Radius	Use no more than two lines, each line containing no more than 8 characters. (Do not remove the

	handedited copy of the "answer_template.doc").		"center text" format.)
5c	Using "Save As", save the category.cdx, selecting the GIF format.		a file called category.gif should be created in the sub-folder. This category title will be displayed as the column heading on the Jeopardy game board.
5d	Close the category.cdx without any additional "saves".		
6a	In ChemDraw navigate to and open category2.cdx		
6b	Using the text tool, replace the existing text with the heading (taken from the notes).	Radius	Use no more than one line of 17 or less characters.
6c	Using "Save As", save the category2.cdx, selecting the GIF format.		a file called category2.gif should be created in the sub-folder. This category title will be displayed on the individual question/answer window (and thus serves as a hint when "answering" the "question").
6d	Close the category2.cdx without anymore "saves".		
7a	In ChemDraw navigate to and open molecule.cdx or reaction.cdx.		
7b	Using the text and drawing tools as appropriate, change the existing yellow text to that requested on the handwritten notes/template.		
7c	Center the yellow text and drawings horizontally and vertically. Note that the "bottom" edge is indicated by the white line of text, not by the bottom of the blue area.		
7d	Using "Save As", save the molecue.cdx file according to its position in the column.	050.cdx 100.cdx 150.cdx 200.cdx 250.cdx	A new file is created in the sub-folder bearing one of the five names shown at the left, for Single Jeopardy. For Double Jeopardy, the files are 100.cdx, 200.cdx, 300.cdx, 400.cdx and 500.cdx.
7e	Delete the white line of text		The purpose of this line is to ensure the proper sized GIF is created by only using the space available that exists above the line.

7f	Using "Save As", save the same file, now called 050.cdx (or similar) as a GIF file to the same sub-folder.	050.gif 100.gif 150.gif 200.gif 250.gif	A new file is created in the sub-folder bearing one of the five names shown at the left. (File names are different for Double Jeopardy, as noted above.)
7g	Close the ChemDraw document without saving it.		
8	Repeat step 7 four additional times (i.e., create all five *.cdx and *.gif files).		
9	Delete the templates from this sub-folder. Alternatively, move them to a new sub-folder for the next category to be designed.		At this point, the sub-folder should contain 5 *.cdx files and 7 *.gif files and nothing else.
10	Repeat steps 2-9 for all six categories for a game board.		
11	Take a short break.		
12a	Open the MS-Word template "answer_template.doc" included on the game site.		In the template the first table will contain the images of the first column; the second table will contain the images from the second column and so on.
12b	Above the first Table, type the category in 14 pt bold type.		
12c	Open the ChemDraw document corresponding to the first image for that category, select it, copy it, open a new ChemDraw document, paste it without changing the settings (this resets the colors to black text and white background); reselect it and then paste it into the first table, first row, second column of the Word document.		
12d	Click once on the image, select Format Picture, Size and change the size to 50% (or another appropriate value).		
12e	Repeat step 12 for each image in this sub-folder and for each sub-folder in the current master folder.		When finished, the MS-Word document should contain 6 tables, with five rows each.
13	Save the MS-Word document in the master folder with the same name as the master folder with an appended ".doc".	radius.doc	
14	Repeat steps 2-13 for each "game board"; we store both the Single and Double Jeopardy tables in the same MS-Word document.		

15	Using alt-prnt scrn, capture an image of the game board as displayed in the browser, and paste it (or a portion of it) at the very beginning of the document.		
16	Do the same things as above for the single Final Jeopardy “question”.		
	See existing answer documents, in the “Details on Game Construction” area for further clarification.		