

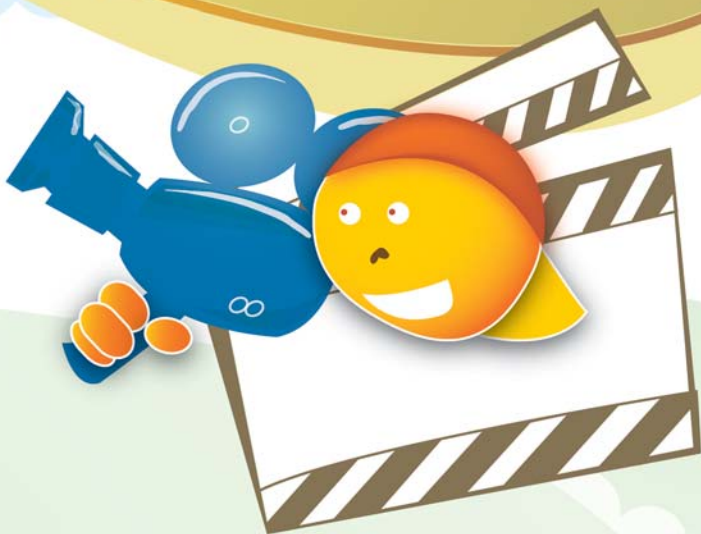


## Getting Started Guide

# Textease Movies

Produce inspirational and exciting movies in minutes

# CT



## Foreword

**Textease Studio CT** is the single biggest Softease development since the company's launch of Textease in 1994. We have listened to thousands of teachers who use Textease every day to drive this development.

Textease Studio CT is a fully integrated set of software tools. This revolutionary principle means that all the tools have the same easy to use interface and, because they all work in a similar way, having mastered one the others are easy to pick up. Textease Studio CT has been carefully thought out to give you **NINE KEY TOOLS** in a single application making it ideal for embedding ICT throughout the curriculum.

**Textease Movies CT** - produce inspirational and exciting movies in minutes

**Textease Draw CT** - a revolutionary vector drawing tool that will turn your world around

**Textease CT** - best in class for creativity and enjoyment

**Textease Database CT** - the first multi-user database with attitude!



**Textease Paint CT** - a vibrant paint package to inspire creative young minds

**Textease Spreadsheet CT** - power and flexibility - you can count on it!

**Textease Branch CT** - a powerful and imaginative way to sort and classify

**Textease Presenter CT** - create top-notch presentations to be proud of

**Textease Turtle CT** - flexible, progressive on-screen turtle graphics

All of the above tools except Textease Movies CT  share a common interface and therefore the same desktop icon .

In addition to the Textease Studio CT tools, you will also be able to open Textease Timeline and Textease IdeasMap from the toolbar. These additional products are available to you for 30 days from installation so you can experiment away and get a real flavour for their classroom potential. If these additional products are not purchased, the demonstration versions will expire after 30 days.

### Community @ Home Licence

Don't forget our Community @ Home licence is a great way to provide pupils and teachers with the same software they have in school for use at home.

For further information about any of our products visit [www.softease.com](http://www.softease.com), call sales on **01335 343421** or email [sales@softease.com](mailto:sales@softease.com).

## Contents

• <b>Introduction</b>	<b>5</b>
• <b>Getting Going</b>	<b>6</b>
• <b>Adding Items to Create a Movie</b>	<b>6</b>
- Add Videos and Pictures	6
- Add Transitions	9
- Add Effects	10
- Add Text	11
- Add Sounds	12
• <b>Reposition or Remove Items Placed on the Timeline</b>	<b>15</b>
• <b>Viewing a Movie</b>	<b>15</b>
- View an Individual Video Clip	15
- View the Whole Project on the Movie Screen	16
- View the Movie in Full Screen	16
• <b>Editing a Movie</b>	<b>17</b>
- Edit a Video Clip	17
- Edit a Still Image	19
- Add Text Effects	19
- Edit an Audio Clip	21
- Using the Revert Button	21
• <b>Adjust the Timeline Display</b>	<b>22</b>
• <b>Create a Stop Frame Animation</b>	<b>23</b>
• <b>Curriculum Examples</b>	<b>24</b>
• <b>Further Help</b>	<b>26</b>

## Introduction

Textease Movies CT provides an easy and straightforward way to use video editing software to create imaginative and exciting movies. Designed specifically for use in education Textease Movies CT is an excellent way to enable pupil creativity across the curriculum.


Movies are created by linking video clips and/or a series of still images together. These images can be captured directly using a digital camera or taken from a folder already held on the computer. Transitions, effects, sounds and text are all easily added to the movie within the same video editing page. A colour coded timeline for each element of the movie (picture, transitions, text, effects and sounds) enables pupils to explore different movie possibilities and make adjustments as their project progresses.


Textease Movies CT can also be used to create stop frame animations from clipart or drawings (created in Textease Paint CT). These animations could be used to tell a story or bring a design for a moving object to life.



(Fig.5).

- Click on the 'Record'  button to begin recording.

- Click on the 'Stop' button  to end the recording.

- Click on the 'Play' button  to play back the recording.

- If you are not happy with the recording click on the 'Record' button and repeat the previous three steps. All previous recordings will be overwritten.

If you are happy with the recording close the 'Video Capture' window by clicking on the cross in the top right hand corner. A 'Save as' window will open automatically.

- Name the video clip and select a folder to save it in, then click 'Save'. (A video clip must be saved before it can be placed in the 'Bank' or on the 'Timeline'.)

- The captured video clip will automatically be placed in the 'Bank'.

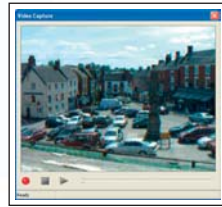


Fig.5

#### • Transfer Videos and Pictures from the 'Bank' to the 'Timeline'

- Select the video or picture to transfer to the 'Timeline' by clicking on it. (The selected item will appear to have a blue film over it.) Then, keeping the left mouse button held down, drag it onto the 'Videos & Pictures' section of the 'Timeline'. Release the mouse when the video or picture is in position (Fig.6).



Fig.6

- Repeat the above processes to add more videos or pictures to the 'Bank' or 'Timeline'.

### Add Transitions

Transitions are mostly used to enable a video clip or still image to run smoothly into another. A transition can also be placed at the start, or end, of a movie allowing the image to appear or fade out gradually.



Fig.7

(See the example 'Water' in the 'Resource Bank'.)

- Click on either the 'Add Transition' button (Fig.7), the 'Transitions' tab (Fig.8), or click on 'Bank' on the menu bar then 'Add Transition...'



Fig.8

- The 'Transition' window will open (Fig.9).
- Use the scroll bar, on the right hand side of the window, to view the full range of transitions.

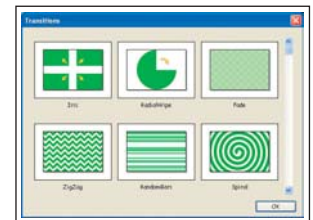


Fig.9

- Click on a transition to select it then click on the 'OK' button. The selected transition will be added to the 'Bank'.



Fig.10

- Drag the selected transition onto the 'Transitions' part of the 'Timeline'. Place it at the start or end of a video clip or still image, or between two items on the 'Videos & Pictures' timeline (Fig.10). (N.B. If the transition is placed between two items on

the 'Videos & Pictures' timeline those items will automatically overlap each other.)

- Adjust the duration of the transition by selecting it, then click on the red line and drag the sizing arrow inwards or outwards.
- Repeat the above steps to add different transitions to the 'Bank' and then the 'Timeline'. Or, drag the same transition onto the 'Timeline' as many times as required.

## Add Effects

Effects can be added to videos and pictures to change their appearance. Effects can be added to the whole movie, a single video clip or picture, or to just a small section of a video clip. More than one effect can be used within a movie, although only one effect can be viewed at any one time. (See the example 'Bonfire Night' in the 'Resource Bank'.)



Fig.11

- Click on either the 'Add Effect' button (Fig.11), the 'Effects' tab (Fig.12), or click on 'Bank' on the menu bar then 'Add Effect...'.  
Effects



Fig.12

- The 'Effects' window will open (Fig.13).
- Use the scroll bar, on the right hand side of the window, to view the full range of effects.
- Click on an effect to select it then click on the 'OK' button. The selected effect will be added to the 'Bank'.
- Drag the selected effect onto the

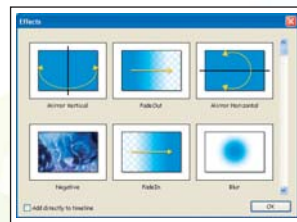


Fig.13

'Effects' part of the 'Timeline', placing it under the video or picture you want to display the effect on (Fig.14).

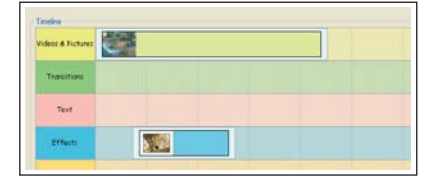


Fig.14

- Adjust the duration of the effect by selecting it, then click on the red line and drag the sizing arrow inwards or outwards.
- Repeat the above steps to add different effects to the 'Bank' and then the 'Timeline'. Or, drag the same effect onto the 'Timeline' as many times as required.

## Add Text

Text can be integrated into a movie in many different ways. It can appear on its own or with a video clip, or still image, behind it. Movies can be produced where text is used as a title frame and then, if



Fig.15

required, to label images. (See the example 'Heads, Shoulders, Knees & Toes' in the 'Resource Bank'.) Or, movies can be created around a text, where images (moving or still) are used to illustrate the words within the text. (See the example 'Bonfire Night' in the 'Resource Bank'.)



Fig.16

- Click on either the 'Add Text' button (Fig.15), the 'Text' tab button (Fig.16), or click on 'Bank' on the menu bar then 'Add Text...'.  
Text

- The 'Text' window will open (Fig.17).
- Type in the text to be displayed, using the 'Return' key on your keyboard to place text on a new line. Text will be centred automatically when viewed as a movie. (N.B. As Textease Movies CT does not make adjustments to the layout of the text entered if the text is typed on just one line it will be displayed on only one line. Equally, text that doesn't 'fit' onto the screen will not be visible when playing the movie.)

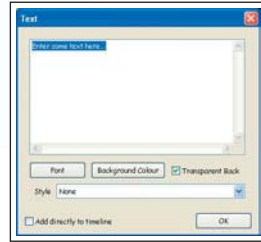


Fig.17

- Text will automatically be displayed on a transparent background, enabling it to be placed over videos and pictures. If you want to view text on its own, without an image behind it, click on the tick next to the words 'Transparent Back' to deselect it (Fig.21).
- To add the text to the bank now, without adding text effects, click on 'OK'. Or, see the Add Text Effects section (on page 19) for further guidance.

## Add Sounds

Sound can be used within a movie in a number of ways. It can be played as a background to a silent video clip (or selection of images), used to open or close a movie and/or linked directly to text. A huge variety of sounds can be added to a movie. For example, the pre-recorded sound of a barking dog taken from the 'Resource Bank', or a direct recording of a group of children reading or singing along with the text. (See the example 'Heads, Shoulders, Knees & Toes' in the 'Resource Bank'.)

## • Add a Pre-recorded Sound

- Click on either the 'Add Sound' button (Fig.18), the 'Sounds' tab (Fig.19), or click on 'Bank' on the menu bar then 'Add Sound...'



Fig.18

- A window will open which will allow you to search for the sound you want from all folders stored on your computer (Fig.20). Each time this window is opened it will automatically open within the last folder accessed.



Fig.19

- Once you have located a sound to include in your movie select it with a double click. Or, click on it once then click 'Open'. The sound will automatically be added to the 'Bank' and the selection window will close. (Click in the box at the bottom of the selection window next to the words: 'Add directly to the timeline' to place the sound on the 'Timeline' as well as in the 'Bank'.)
- Repeat the above process to add more sounds to the 'Bank'.

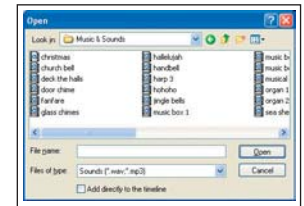


Fig.20

## • Capture a Sound


- Connect a microphone to your computer.
- Click on the 'Capture Audio' button on the toolbar , or click on 'Capture' on the menu bar then 'Audio...'. The 'Audio Capture' window will open (Fig.21).
- Click on the red 'Record' button to begin recording.
- Click on the 'Stop' button to end the recording.



Fig.21

- Click on the 'Play' button to playback the recording.
- If you are not happy with the recording click on the 'Record' button and repeat the previous three steps. All previous recordings will be overwritten.

If you are happy with the recording close the 'Audio Capture' window by clicking on the cross in the top right hand corner.

- A 'Save as' window will open automatically. Name the audio clip and select a folder to save it in, then click 'Save'. (A sound must be saved before it can be placed in the 'Bank' or on the 'Timeline'.)
- The recorded sound will be placed in the 'Bank'.

- **Listen to an Individual Sound Stored in the 'Bank'**

- Select the sound you wish to listen to by clicking on it. Then click on the 'Play' button (under the 'Movie' screen). The audio clip will now play.

- **Transfer a Sound from the 'Bank' to the 'Timeline'**

- Select the sound to transfer onto the 'Timeline' by clicking on it, then, keeping the left mouse button held down, drag it onto the 'Sounds' section of the 'Timeline'. Release the mouse when the sound is in position (Fig.22).

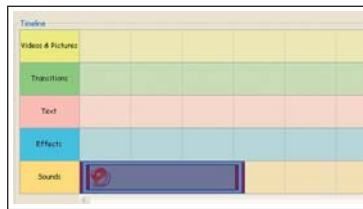



Fig.22

## Reposition or Remove Items Placed on the Timeline

Items placed on the 'Timeline' can be repositioned or removed at any time.

- **To reposition videos and pictures, sounds, effects and text placed on the 'Timeline':**
  - Select the item to be moved by clicking on it. (The selected item will appear to have a blue film over it.)
  - Then, keeping the left mouse button held down, drag it along the timeline into a new position.
- **To remove videos and pictures, sounds, transitions, effects and text placed on the 'Timeline':**
  - Select the item to be removed by clicking on it. (The selected item will appear to have a blue film over it.)
  - Then, click on the 'Delete' button on the toolbar , or press 'Delete' on your keyboard.

## Viewing a Movie

### View an Individual Video Clip

Individual video clips stored in the 'Bank' can be viewed at any time.

- Select the video clip you wish to view by clicking on it. (The selected item will appear to have a blue film over it.)

- Click on the 'Play' button (under the 'Movie' screen). The video clip will now play (Fig.23).
- Click on the 'Stop' button to stop the clip playing.




Fig.23

### View the Whole Project on the Movie Screen

Textease Movies CT allows you to use the 'Movie' screen to watch your movie at any time during the creation process (Fig.23).

- Click anywhere on the 'Timeline' then on the 'Play' button (under the 'Movie' screen) to begin playing your movie.
- Click on the 'Pause' button to view a "freeze frame" image of a section of your movie.
- Click on the 'Stop' button to stop the movie playing.

### View the Movie in Full Screen

- Click on the 'Full Screen' button  under the 'Movie' screen, or click on 'Movie' on the menu bar then 'Fullscreen'.
- Click on the left mouse button to play your movie.
- Click on the right mouse button to return to the movie editing screen.

## Editing a Movie

### Edit a Video Clip

Once a video clip has been placed on the 'Timeline' it can be edited. The clip can be cropped so that only a section of it is played, the duration the clip plays for can be reduced and the speed the clip plays at can also be adjusted.

- Select the video clip, on the 'Timeline', you wish to edit by clicking on it. Two red lines will appear either side of the selected clip (Fig.24). The outside lines adjust the clip's duration and speed, the inside lines are cropping lines.

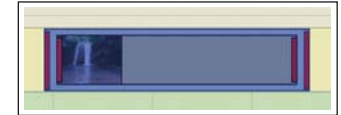


Fig.24

### • Crop a Video Clip

Decide how you wish to crop the video clip. Do you want to remove footage from the start of the video clip, the last section, both the start and end, or the middle of a video clip? (See the example 'Water' in the 'Resource Bank'.)

- With the video clip selected, move the mouse pointer over the inside red line (Fig.24) on the side of the video clip you want to crop from. The mouse pointer will change to the cropping symbol.

- Click and drag the cropping symbol inwards (keeping the left mouse button held down). Watch the movie viewing screen as you crop to see what section of the video clip the cropping tool has reached.

- Release the mouse to stop cropping.

- Click on the 'Play' button to view the clip. Repeat the above steps, until only the desired section of the video clip is shown.

NB. If you want to remove a section from the middle of a video clip you will need to put two copies of the clip on the timeline. On the first copy of the clip crop from the end sequence up to the start of the section you want to remove. On the second copy crop from the starting sequence up to the end of the section you want to remove.

#### • Adjust the Speed a Video Clip Plays At

Once a video clip is cropped the length of time it plays for will need to be adjusted. Otherwise the video clip will play in slow motion, since there is less video footage for the same amount of time.

Equally, you may want to view a video clip in slow motion (or speeded up). For example, footage taken of a fairground ride could be viewed in slow motion, providing pupils with a better understanding of how it works.

- Move the mouse pointer over one of the red lines on the outside edge (Fig.24 on page 17) of the selected video clip so that it changes to a sizing arrow.
- Click on the sizing arrow and, keeping the left mouse button held down, drag the line inwards (to make the clip play faster) or outwards (to make the clip play slower).
- Release the mouse to finish.
- Click on the 'Play' button to view the clip. Continue editing

until the clip plays at the desired speed.

### Edit a Still Image

Once an image has been placed on the 'Timeline' the duration it is shown for within a movie can be reduced or increased. (See the example 'Heads, Shoulders, Knees & Toes' in the 'Resource Bank'.)

- Select the image, on the 'Timeline', you wish to edit by clicking on it (Fig.25).
- Move the mouse pointer over one of the red lines on the outside edge of the selected image so that it changes to a sizing arrow.
- Click on the sizing arrow and, keeping the left mouse button held down, drag the line inwards (to show the image for a shorter time period) or outwards (to show the image over a longer time period).
- Release the mouse to finish.
- Click on the 'Play' button to view your project so far. Continue editing until the image is shown for the desired length of time.



Fig.25

### Add Text Effects

Any changes made to the text will be applied to all the text contained within the selection. To apply effects to individual words or groups of words you will need to create them individually, i.e. repeat the steps to 'Add Text' on page 11 for each word or group of words.

Text effects can be added when the text is initially written or by selecting text in the 'Bank', or on the 'Timeline', with a double

click. Changes made to text already placed on the 'Timeline' will not affect the original text held in the 'Bank'.

### • Change the Text Font Style, Size and Colour

- Click on the 'Font' button within the 'Text' window (Fig.26) to open the 'Font' options window (Fig.27).
- Select a new font type, style, size and colour.
- Click 'OK' once all your selections have been made.

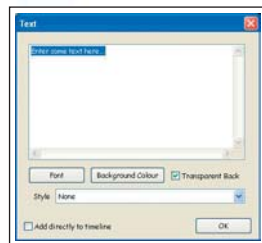


Fig.26

### • Animate Text

Text can be animated so that it is scrolled horizontally or vertically onto the screen. Text animation is particularly effective within stories or poems. (See the examples 'Bonfire Night' and 'Number Story' in the 'Resource Bank'.)

- Within the 'Text' window (Fig.26) click on the drop down menu arrow to the right of the word 'None' and select an animation style (Fig.28).

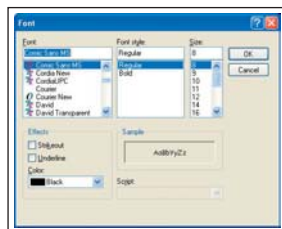


Fig.27

### • Change the Text Background Colour

Text will automatically be displayed on a transparent background,

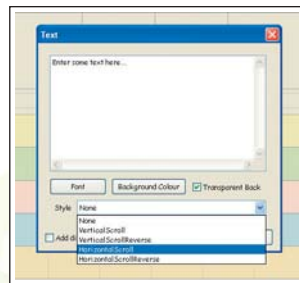


Fig.28

enabling it to be placed over videos and pictures. If you want to view text on its own, without an image behind it, click on the tick next to the words 'Transparent Back' in the 'Text' window (Fig.26) to deselect it.

- Click on the 'Background Colour' button in the 'Text' window (Fig.26) to open the 'Colour' menu (Fig.29).
- Select a background colour then click 'OK'.

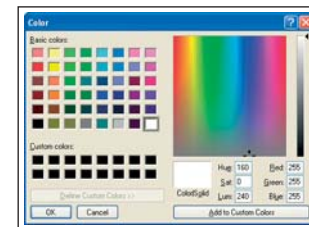


Fig.29


- When you have finished adding text effects click in the box at the bottom of the 'Text' window to add the text directly to the 'Timeline', then click 'OK'.

## Edit an Audio Clip

Once an audio clip has been placed on the 'Timeline' it can be edited in exactly the same way as a video clip can. The clip can be cropped so that only a section of it is played, the duration the clip plays for can be reduced and the speed the clip plays at can also be adjusted. (Refer to "Edit a Video Clip" on page 17 for details.)

## Using the Revert Button

The 'Revert' function allows you to return an item on the 'Timeline' to its original state no matter how many changes you have made to it, or how many other items you have added or edited.

- Select the item to be reverted to its original state.
- Click on the 'Revert' button  on the toolbar.

## Adjust the Timeline Display

The timeline at the bottom of the screen displays the duration items placed on the 'Timeline' will play for (Fig.30).



Fig.30

Being able to 'Zoom in' to the timeline enables you to edit video and audio clips more precisely. The 'Zoom in' tool reduces the total amount of time displayed on the screen from whole second blocks to fractions of a second. (N.B. Items already placed on the 'Timeline' above will appear to stretch, however the duration these items will play for remains the same.)

The 'Zoom out' tool increases the amount of time displayed in the screen, enabling you to view longer projects more clearly (i.e. projects which last for over a minute). Once you have zoomed out, more items will be contained within the section of the 'Timeline' displayed.


- Click on the 'Zoom In' or 'Zoom Out' buttons (Fig.31) next to the timeline at the bottom of the screen. (Keep clicking until the scale makes it easier for you to work on your project.)



Fig.31

## Create a Stop Frame Animation Using Paintings Created in Textease Paint CT

Stop frame animations using paintings created in Textease Paint CT are fun and easy to create. See the examples 'Moving Toy Animation' and 'Number Story' in the 'Resource Bank'.

- Create a painting in Textease Paint CT.
- Click on the 'Animate' button  , on the 'Paint' toolbar.
- The program will automatically ask you to save the painting. Give the painting a title with a numerical value at the end (for example 'owl1'), to make it easier to identify individual pictures within a series, then click 'Save'. (NB. The Textease page will not have been saved. You will need to do this at the end of the process if you wish to keep the Textease file.)
- If Textease Movies CT is not already open it will automatically open. The image will have been added to the bank.
- To add further images to the bank go back to Textease Paint CT and modify the painting on the Textease page. For example, on a painting of an owl change the position of its wings (see the example 'Moving Toy Animation' in the 'Resource Bank').
- Repeat the last four steps as many times as required.
- Create a title frame for your animation and place this at the start of the 'Timeline'.
- Place the drawings in sequential order on the 'Timeline', using the same image several times if appropriate. For example, three images where the owl's wings get higher each time, then the same images in reverse order showing its wings lowering again.
- Play your animation.

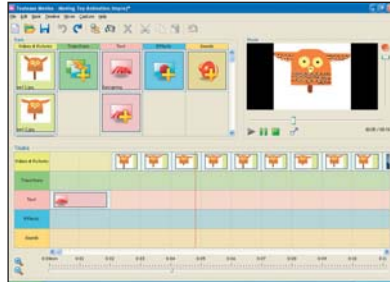
# Curriculum Examples

A number of curriculum examples using Textease Movies CT can be found in Textease Resources. To access Textease Resources in Textease Movies CT you will need to click on the 'Add Videos & Pictures' button or the 'Add Sounds' button then browse to where you installed them, for example c:\Program files\Softtease\etc... Textease Movies will remember the location it last browsed to.

## Use Textease Movies CT in...

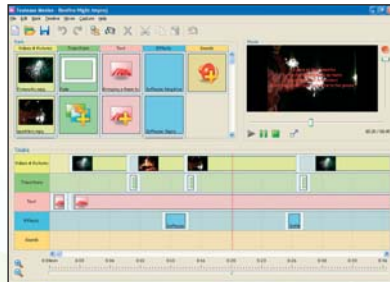
### Design and Technology

to animate the design of a moving object and combine it with a video clip showing the finished model in action.



### Literacy

to integrate text in a poem or story with visual and audio effects.



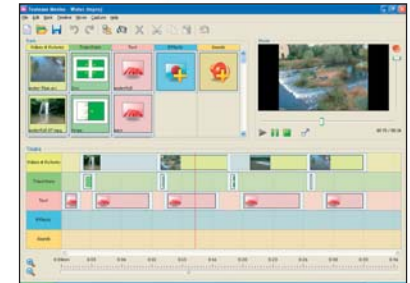
### Music

to add images and text to songs and pieces of music.



### Geography

to illustrate different geographical features through sound and images.



...use across the curriculum.

## Further Help

This guide and all other 'Getting Started Guides' are available from the 'Help' menu.

Over 70 **cross-curricular examples** for all year groups in KS1&2 are included in the Textease Studio CT 'Resource Bank'. A series of short '**Getting Started**' **video demonstrations** can also be found on our website (from within the product select 'Help' on the menu bar, then 'On the website' and 'Getting Started videos'). For further examples and ideas on how to use these software tools effectively in the classroom, including a regularly updated 'Top Tips' section, visit our website at [www.softease.com](http://www.softease.com).

For further information about how Textease can be used to support and extend pupils of all abilities visit [www.softease.com/downloads](http://www.softease.com/downloads) where you can download '**Using Textease to Promote Inclusion and Accessibility**'.

### Sharing Ideas

We would love to see examples of how your school has used our software tools to create resources of your own. If you have any examples you would like to share with us, and other schools, please email them to [customercare@softease.com](mailto:customercare@softease.com) and we will add them to our website.

### Technical Support

Softease products are designed to be easy to use, but from time to time everyone needs some help. You can access online support at

[www.softease.com/support](http://www.softease.com/support) where you will find a list of frequently asked questions, the answers to which we hope will solve your problem. If you still need help call our Technical Support team between 9am – 5pm, Monday to Friday. Outside of office hours you can email [support@softease.com](mailto:support@softease.com) and our support team will reply as soon as possible.

To contact the Technical Support team:

Tel: **01335 301200**


Email: [support@softease.com](mailto:support@softease.com)

Visit: [www.softease.com/support](http://www.softease.com/support)

### Stay Up to Date

Don't forget to sign up for our regular email updates which give details of the latest product releases, twilight seminars in your area, new Top Tips, and lots more. Visit [www.softease.com/register](http://www.softease.com/register) to submit your contact details.

### Online Updates

Your software includes a new feature to make installation of future updates quicker and easier than ever before. The software now comes with an online update button  that automatically appears on the toolbar when there is a new version available. This button can only be accessed by administrators, otherwise it will appear greyed out. The online update is downloaded via the internet, and will automatically update any previous version 6 releases installed. See the 'Installation Instructions' for further details.

## Credits

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## Minimum System Requirements

Windows 98SE (Windows XP recommended), P3 750 MHz, 64 MB (128 MB recommended), Direct-X compatible 32 bit colour, 50 MB HDD space, resolution of 800 x 600.

### Textease Resources

700 MB HDD space.

### Additional Requirements

Windows NT requires Service Pack 6.

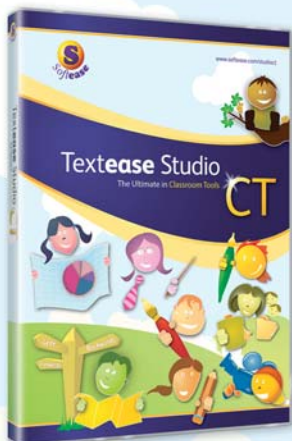
Notes

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