# PbP GM Starter Mechanics -- MAPS

# Make a Google Slideshow

Google Slideshows and Google Drawings are the most common places to store maps for PbP. Of these two, Slideshows are more mobile friendly. Players on Tablets and Smartphones can move their minis within the Google Slides app. (They cannot currently do this on Google Drawings.) Slides also allows you to keep multiple maps and player handouts in the same location.

### To Make a Google Slideshow

- Go to Google Slides.
  - o Google's Instructions on how to create a slide show.
  - o Or find a youtube video on how to create one. There are lots.
- If in mobile, download the app -- it will make everything easier for you.
- How you organize it is up to you.
- Some recommendations for the first slide:
  - A decorative cover slide, with a big image of a key NPC or item.
  - Include avatars of your PCs and ask the players to put their characters on the slide the order in a standard marching order.
  - Use it to keep pre-formatted initiative and perception dice rolls.
  - Move the slides around so that the first slide is always the current battle map, or just keep them in encounter order. Either works!
- Paste your images (maps, minis, etc) on the slides. You can cover maps with shapes until you are ready to unveil them for your players.
- Include player handouts and other information on their own slides.
- Use one slide to hold all the digital images you have selected for your monsters and adversaries, making it easier to cut and paste them into your battles later. Think of it as your own mini box.
- IMPORTANT: Click the dots in the top right corner to get to sharing options. Get a shareable link, and select the option that allows anyone to edit who has the link. This will allow your players to move their minis.

# PDF Image Extraction

Note: A few scenarios (especially those from Season 6) have maps that are not easily extracted using normal methods. You may find when you try to extract those difficult maps, all you get is a black square. For those maps you may have to use a snipping tool (or take a screenshot) to capture the map, or try one of the mass image extractor programs listed below.

Sometimes an image will get extracted in one program but not another, so if you have issues, switch programs.

## Any PDF reader

Use this method to extract a single image out of a PDF.

- 1. Open the PDF in Acrobat or Foxit or whatever you use, scroll to the page with the image.
- 2. Click on the image to select it.

- 3. Right-click the image. It'll highlight blue, and should automatically copy to the clipboard, but if it doesn't, press CTRL-C.
- 4. You can paste it directly into your Google slideshow (or Google drawing) unless you want to edit it (perhaps cropping?) for some reason.
- 5. If you need to edit it. Paste it into any image viewer, like Paint, Paint Shop Pro, Photoshop, GIMP, Inkscape. Whatever you like, then save it, edit it and then paste it into your slide show.

#### **Any PDF Image Extractor**

Use this method to extract all the images out of a PDF.

- 1. Select an online image extractor, like <a href="ExtractPDF.com"><u>ExtractPDF.com</a>, <a href="PDFAid.com">PDFAid.com</a> or <a href="Nitro">Nitro</a>.</u>
- 2. Open the PDF or upload it.
- 3. Follow the image extraction directions of your program. Usually this is one simple step.
- 4. You'll get a lot of excess image files in Paizo PDF's, so delete the ones you don't need.

### The Windows Snipping Tool

Use this tool to snip images of key NPCs or handouts from your PDF.

The snipping tool is part of every windows PC package. (If you have Windows the Snipping Tool is one of the little utilities that comes with the system. Usually it can be found in "Accessories" in your Start Menu but you can do a search for "Snipping Tool" if you don't see it. The icon is a pair of scissors with a red circle.) It is ubiquitous and easy to use. Use it when you want an image with all of its layers intact, like the handouts that frequently come at the end of an adventure.