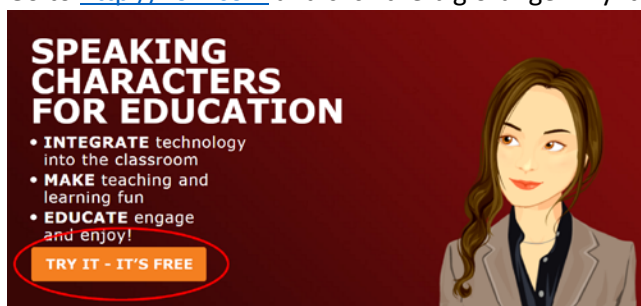


How to Make a Voki

1. Go to <http://voki.com> and click the big orange “Try It – It’s Free” button.



2. Here you will create an avatar for your Voki. Click the head icon under “Customize your Character.”



3. Here you can choose a base character. There are tons to choose from, so first choose a category to narrow it down. Click the arrows to flip through the options, and then click the category you want.



4. After you choose a category, you can choose the gender below and then an avatar below that.



5. Click each of the icons next to the head icon to choose a hair style, a mouth, and facial hair for your Voki. If an icon is faded out and not clickable, it means that that option is not available for the avatar you chose.



6. After you have chosen all of the elements of your Voki's head, you can then move on to clothing. Click the "Clothing" tab next to the "Head" tab.



7. Here you can click each of the icons below "Clothing" to choose an outfit and headgear.



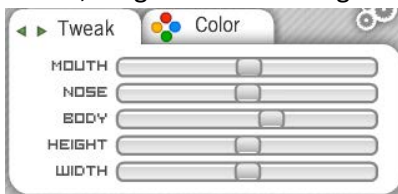
8. Click the "Bling" tab next to the "Clothing" tab.



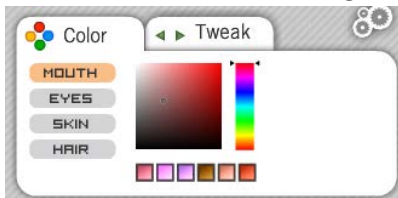
9. Here you can choose eyewear, jewelry, and other accessories.



10. Once you have finished customizing your character, you can look below the Voki head and change some of the sizes of various parts of your Voki. Next to the part you want to tweak the size of, drag the bar to change the size.



11. Click the "Color" tab to change the colors of various parts of your Voki.



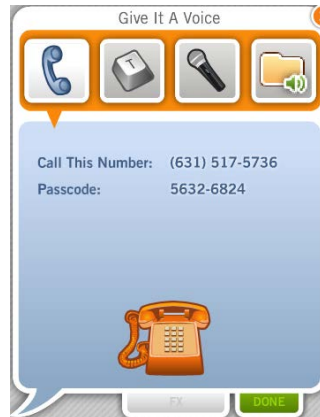
12. When you are finished changing the appearance of your Voki, click "Done."



13. Under “Give It A Voice,” you can choose from four options to add a voice to your Voki.



- a. The phone icon will give you a phone number to call and passcode to put in so that you can call in a recording.



- b. The Type icon will give you a text box to type in the words you want your Voki to speak, and then you can choose an accent and/or language for your Voki and a Voice. To list to your Voki, click the little play button below the text.



- c. The microphone icon will give you the option to record for your Voki. If you get a window like the one below, click “Allow,” and then “Close.” Now you can record by clicking “Record.” And when you are finished, click “Stop.” Then click the play button to listen, and then “Save” to save it.



- d. If you already have a recorded audio file, you can click the file button to upload it and apply it to your Voki.



14. When you are finished giving your Voki a voice, click “Done.”



15. Next you can choose a background for your Voki by clicking “Backgrounds.”



16. Here you can choose a background from the offered ones, or you can upload your own by clicking the file button next to the tree.



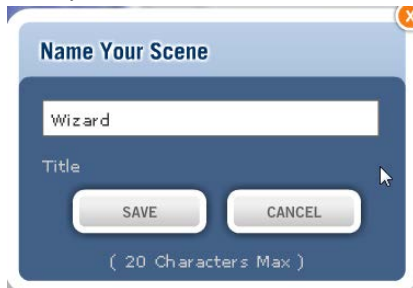
17. When you are finished, click “Done.”



18. When you have finished creating your Voki, click “Publish.”



19. Give your Voki a title, then click “Save.”



20. When it has finished loading, you have a few options. You can login if you already have a Voki account, you can sign up if you want to create an account, or you can continue as a guest. If you choose to continue as a guest, you won't be able to edit your Voki after you save it to your class, so choose wisely.

Character Created!



To access and edit your character, Login.
Don't have an account? Sign Up.

SIGN ME UP!

LOGIN

[No Thanks](#), continue as guest.

21. You're done! See the getting Voki in D2L instructions to put your Voki in D2L.

Instructions created by Tiffani Reardon, September 2016