# A. Description

I’m looking for someone to write some Houdini tutorials. I will pay you $100 for each tutorial. Potentially, I’m looking for a total of 20 tutorials. Thus, you could earn a total of $2000. Each tutorial will be commissioned as a separate project, dependent on how you do on the previous tutorial. Think of each delivery as a milestone. This specific project is for 1 tutorial (hence worth $100).

# B. Deliverables

You will be responsible for creating and delivering:

1. A written tutorial based on the provided outline/topics
2. A 10 question quiz (and answer key)
3. Completed Houdini files for anything that you create

## B.1 Format for Deliverables

You should deliver:

1. A Microsoft Word file with embedded images & illustrations.
   1. The file should be structured as detailed in section ***C.1 Content Treatment Convention***.
2. A folder with any digital assets (Houdini files, textures, etc.).
3. Annotated screenshots SnagIt files (\*.snag).
   1. I will provide you with a copy of SnagIt to annotate screenshots in the manner described in section ***C.2 Annotation Specifications***
   2. Annotated files should be named sequentially as they appear in the Tutorial (01.snag, 02.snag, 03.snag, etc.).

## B.2 Quality Assurance

The tutorial should be:

1. original
2. follow the stylistic and structure requirements set forth below in this document
3. cover the topics requested
4. free of errors

# C.1 Content Treatment Convention

Each chapter should be structured as outlined below. In general, the chapter will contain each of the following sections:

1. Title of Tutorial
2. Layman explanation of what will be taught (“The Problem/Challenge”
3. List of Pre-Requisites
   1. A list of topics of the student should know before attempting the chapter
4. List of Topics that will be taught in the tutorial
5. An overview of the approach that will be taken to solve the problem (if applicable)
6. Step-By-Step instructions with:
   1. What the user is doing
   2. Why the user is doing the action
7. Step-By-Step Implementation
8. End of Tutorial Quiz

## C.2 Annotation Specifications

* Whenever appropriate, you should annotate your screenshots to make procedural steps or information clear to the user. This is particular important when describing steps that you would like the user to take.
* The annotations should be done using TechSmith SnagIt (I will provide you a copy).

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## C.3 Layout, Typographical, Grammatical, and Usage Conventions

* The document should be free of grammatical, spelling, and usage mistakes
* Headings (Heading 1, 2, 3) should be used from the styles box to mark up the content.
* Document Specifications
  + Page Size: 8.5in x 11in
  + Margins: 1 inch in all directions
* Use the default Style for new documents in any version of MS Word 2007 (or newer).
* Title Case should be used for all Headings, Table titles, Tutorial Title, etc.

## C.4 Code Segments

If there are code segments, they should be formatted as shown below. Specifically:

1. The title should be on top of the code segment.
2. The title should be sequential named (Code Sample 1, Code Sample 2, etc.)
3. The title should have a “bottom” border to simulate to simulate an underline that goes across the entire page.
4. The code should be placed into a two-column table with the left column holding line numbers (1:, 2:, 3:, etc.) and the right column hold the code.
5. The color of the line numbers should be dark red.
6. The color of the code should be black
7. The font should be Courier New (12pt).

**Code Sample 1 VEX Code to Change Color of Point Attribute**

1. @N = @N;
2. @P.y = `chs("/obj/bridge/sag")`\*pow(@ptnum-`chs("/obj/bridge/bridge\_length")`,2);

## C.5 Stock Images

1. You may download watermarked images from ShutterStock.com and annotate them. Please always provide the image # and the annotated source (.snag, .psd, etc.). After I get your tutorial, I will purchase the images and update them using your files.
2. Under no circumstances should you use free images or anything not created by you.

# D. Quizzes

You must prepare a 10 question quiz. You should also provide an answer key. The questions can be multiple choice, true/false, matching, fill in the blank, or short answer.