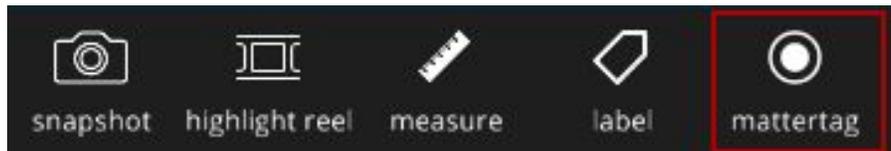# Mattertag™ Content Creation:
Mattertag™ Posts

Quick Start Guide

Creating Mattertag™ Posts

Create Mattertag™ Posts by opening Workshop and selecting the Mattertag™ creation tool in the Workshop Toolbar.

Once the Mattertag™ creation tool is selected, your cursor will turn into a Mattertag™ Disc and Stem surrounded by a Placement Sphere, which helps you determine the anchor point for your Mattertag™ Post.

As you move the Disc and Stem through space, you will note that the Placement Sphere moves along the surface. Within the Placement Sphere, you will see the underlying geometry of your Space, instead of the panoramic image that is typically seen in walkthrough mode.

Because a Mattertag™ Post must be anchored to a vertex in the underlying mesh, the Placement Sphere enables you to see exactly where the Mattertag™ Post connects with the mesh. You may notice that some objects will disappear within the Placement Sphere. This is because no geometry was created from those objects and thus cannot be linked to a Mattertag™ Post. You can expect to see this on difficult-to-capture surfaces such as glass tables, shiny black objects, or areas in direct light.
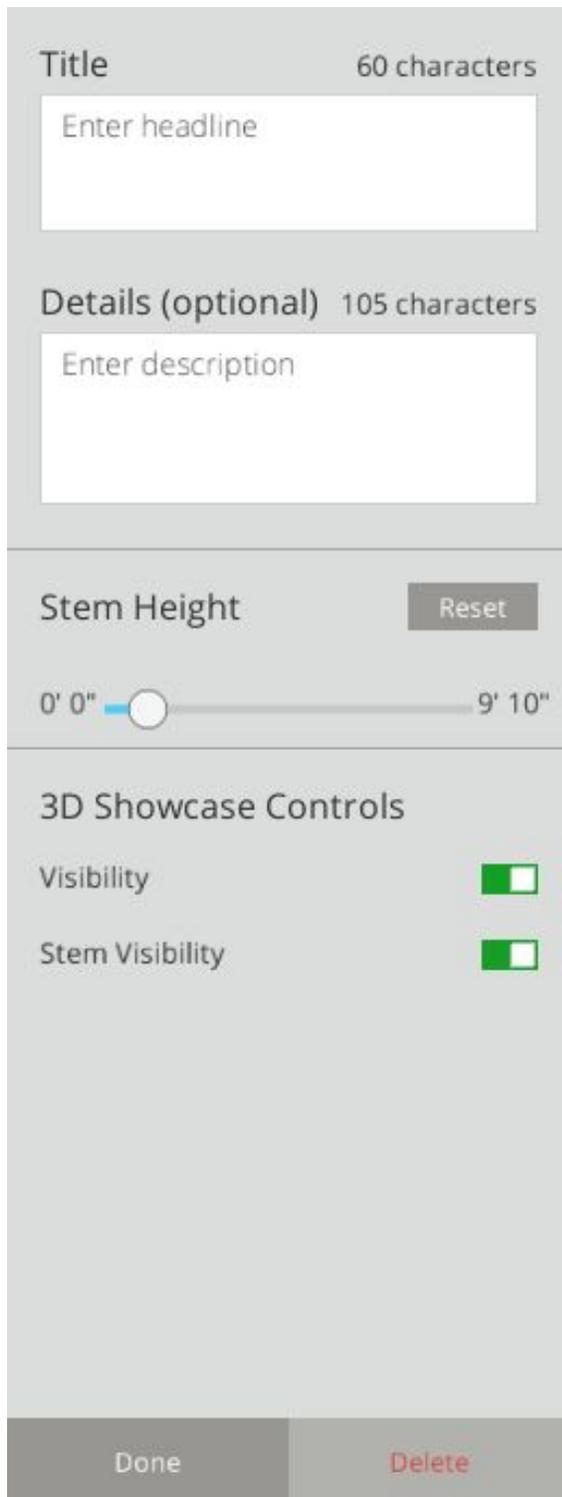
In the image above, you can see that 3D data was not captured for the light, so it is not possible to anchor a Mattertag™ Post to the light itself. If you click to place a Mattertag™ Post here, it will attach to the cabinet that is behind the light, as seen within the Placement Sphere.

Click to place the Mattertag™ Post somewhere in your Space. You will see the Mattertag™ Disc tethered to the mesh by the Anchor, with a preview of your Post.

To reposition your Mattertag™ Post click on the dark grey circle (as seen in the image below) and drag to the desired location.

Once you have placed your Mattertag™ Post, the Asset Editor will open.

Title   60 characters

Enter headline

Details (optional)   105 characters

Enter description

Stem Height   Reset

0' 0" —◯———————— 9' 10"

3D Showcase Controls

Visibility   ▮

Stem Visibility   ▮

Done   Delete

In the Mattertag™ Asset Editor, you can:

- ● Add or edit a Title, up to 60 characters

- ● Add or edit a Description, up to 105 characters

- ● Adjust the Stem height from 0'0" to 9'10"; default and reset height is .2 meters (7.9") in actual Space measurement

- ● Set visibility preferences for the entire Mattertag Post or just the Anchor and Stem in the 3D Showcase

Preview all of your changes in the Viewport as you make them. This is how the Mattertag™ Post will appear in the 3D Showcase. Click Done when you are finished editing, or Delete to remove the Mattertag™ Post. Click Publish in the upper right hand corner of Workshop to make the addition or any changes viewable in the 3D Showcase.

Managing Mattertag™ Posts
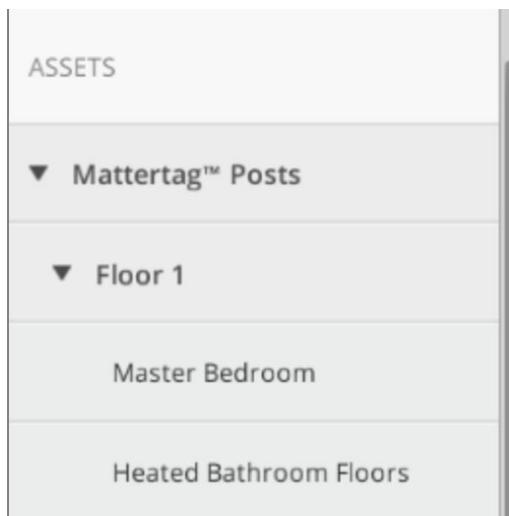
To view and edit the Mattertag™ Posts you have created, click on Mattertag™ Posts in the Assets Menu on the left hand side of Workshop. Here, you will see all of the Mattertag™ Posts in your Space, organized by Floor and ordered by creation date. Click on the Mattertag™ Name to reopen the Asset Editor and edit any details or delete the Post.

Again, make sure to click the Publish button to view changes in the 3D Showcase.