Aeon Timeline

Vocabulary:

Entity—people, locations, story arcs, projects, etc. associated with events

Event—an occurrence on the timeline

Relationship—a connection between an Entity and an Event

Group—a set of entities based on their relationship

Starting a project

1. Select a Template. Click Choose. Each template had unique entities and options, most customizable.
2. For Fiction, click on the Add Entity icon and select Add Character.
3. In the new window, add a name and birthdate for the character.
4. Follow the above steps to add each character.
5. Click on the Add Entity and choose Add Arc. Add in story arcs to track events. (His internal conflict, her external conflict, etc.)

Adding Events.

1. Double-click on the date of the Event.
2. In the popup window, title the Event.
3. Choose a color for the Event to link it to other Events.
4. Select a time frame for the Event.
5. Click on the small green plus sign to add Participants in the Event (characters).
6. Click on the small green plus sign to add Observers to the Event.
7. Follow the same steps to add locations and Arc information.

Editing Events

1. Click on the Event. On the right-hand side of the screen, details of the Event will appear.
2. Range: Add a duration time for the Event. (Days, hours, seconds)
3. Values: Add a summary to the Event.
4. Roles: Manage character (Entity) roles in the Event.
5. Links: Add external links to research, images, etc.

Other ways to Edit/View Events

1. Click on Event and drag to a new start time.
2. Press Alt on the keyboard and click and drag the Event to change the end duration.
3. Click on the Zoom at the top of the page. Drag the slide to move in and out on the timeline.
4. Use the bottom slider to move up and down the time line.

Timeline Settings

1. Click the Settings icon on the left side of the page.
2. Range—Choose the type of dates and length of zoom.
3. Properties—Adjust tension, completion and summary fields. Click the green plus to add more fields.
4. Entity Types—Adjust fields/icons for characters, arcs and locations. Add more with the green plus .
5. Colors—Add labels to colors. Double click on color for more choices.
6. All changes can be saved as a custom template by clicking the button at the bottom of the screen.