

vision for the future



EXPLORATION

**Tips and Tricks for
DIY Digital Learning
Resources**

Kerri Buttery



NATIONAL VET CONFERENCE
GOLD COAST 2021
#2021NVC



Who am I?

Kerri Buttery

Kerri has worked in the Australian education sector for more than two decades. She has always had a passion for the use of technology in training and has completed university studies in education, information technology and eLearning.

Kerri is the founder of VETNexus, which is an organisation that provides consulting services in the creation and adoption of eLearning strategies. Kerri also regularly delivers professional development webinars to participants and has been doing this for almost a decade.





Join the fun!

This session can be interactive if you join in on Kahoot.

Scan the QR code or enter the link below:

<https://bit.ly/3k5JR7h>

Game Pin: 0152503



Kahoot!

How much experience have you had in developing digital learning?



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Kahoot!

What are you hoping to get from this session?



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Kahoot!

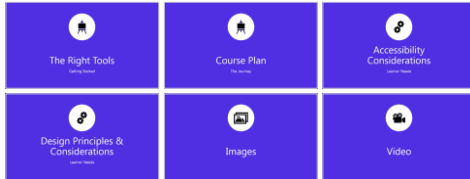
What are you hoping to get from this session?

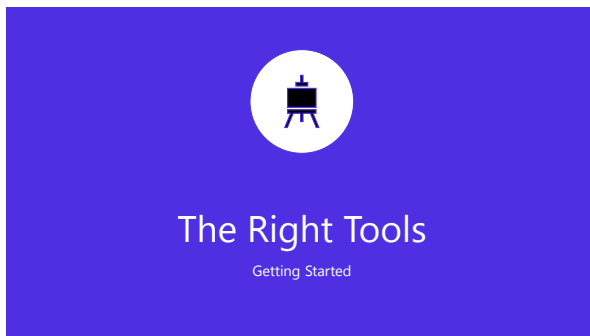


Game Pin: 0152503



Session Agenda





Ideal Equipment

- Desktop computer with dedicated graphics card – Approx. \$2,000
- Dual monitors – Approx. \$500
- Monitor speakers – Approx. \$1,000
- Noise cancelling headphones – Approx. \$450
- Mirrorless DSLR (Canon or Panasonic) with 4K or 8K capability – Approx. \$2,000
- Camera Lens with zoom – Approx. \$2000
- Tripod – size depends on the camera – Approx. \$150
- Wireless lapel microphone (Rode) – Approx. \$250
- LED lighting with stand – Approx. \$80
- Teleprompter – Approx. \$350
- Green screen (collapsible) – Approx. \$300
- Shotgun microphone – Approx. \$350
- Podcasting microphone – Approx. \$250

Total: \$9,680+



Entry Level Equipment

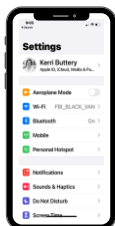
- Laptop/desktop with min 16Mb RAM and i5 Processor \$2000
- Speakers - Approx. \$150
- Webcam or phone (an iPhone can shoot in 4K) – Approx. \$150
- Tripod – Approx. \$60
- Corded lapel microphone (Rode) – Approx. \$80
- LED lighting with stand – Approx. \$80
- Nice looking background (go to IKEA)

Total: \$2370

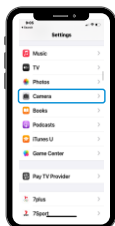


iPhone Settings

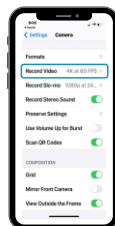
- Settings
- Camera
- Record Video
- Choose resolution



1 Go to Settings



2 Go to Camera



3 Go to Record Video



4 Choose 4K



Kahoot!

When getting started in eLearning, what sort of entry level equipment budget will most RTOs need?



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Course Plan

The Journey

Types of Interactions



STUDENT – CONTENT

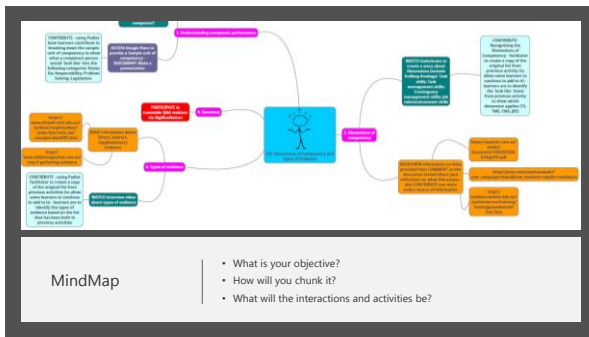


STUDENT – STUDENT



STUDENT –
FACILITATOR





Student Interactions Map

Introduction	10 minutes	Learning - background information	• Initial discussion regarding the course and the programme outcomes.
L01 - 1	10 minutes	Learning - content interaction	• Active discussion about the course and the programme outcomes.
	5 minutes	Learning - content interaction	• Active discussion about the course and the programme outcomes.
	20 minutes	Learning - content interaction	• Active discussion about the course and the programme outcomes.
	10 minutes	Learning - content interaction	• Active discussion about the course and the programme outcomes.



© Organisation Name

COURSE PLAN: INSERT UNIT CODE AND TITLE

This course plan provides an overview of the course to know the course (and) will be built in Canvas.

MODULE OVERVIEW			
Module	Title, Unit & Coding	Module Prerequisites	Module Progression Requirements
1	Introduction & Authority Statement		
2	...	Introduction & Authority Statement	
3	...		
4	...		
5	...		
6	...		
7	...		
Additional Pages not attached to modules (Assignment and Business Plan)			
FAQ			
Resources			

CONTENT BREAKDOWN			
MODULE 1 - INTRODUCTION & AUTHORITY STATEMENT			
Page	Page Title (must be unique)	Reference Material	Images
1		Insert banner guide heading and page numbers	Insert image (vetnexus and any specific instructions)



Brainstorm and Storyboard Software

- [Boords](#)
- [Mindmup](#)
- [Word Webs](#)
- [Maps of Mind](#)
- [Write Mapper](#)



Kahoot!

A Student Interaction Map is important to including in your planning



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Accessibility Considerations

Learner Needs

WCAG 2.1

 [Web Content Accessibility Guidelines](#)

 [SortSite Accessibility Checker](#)

 [Principles of Accessibility \(POUR\)](#)

 [Levels of Conformance](#)



Principles of Accessibility (POUR)



Perceivable

Three main senses are catered for
Sight, sound and touch



Operable

Actions to be taken
Accessible via keyboard only



Understandable

Clear terms and simple instructions



Robust

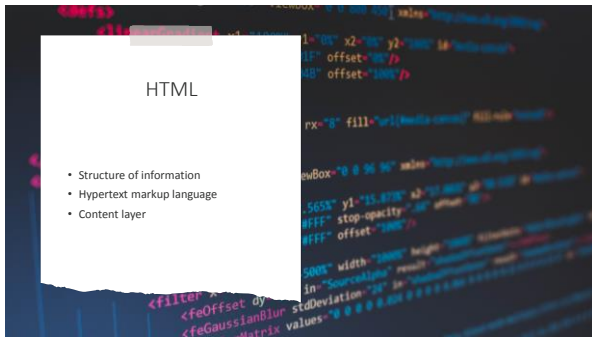
Clean HTML and CSS



Levels of Conformance

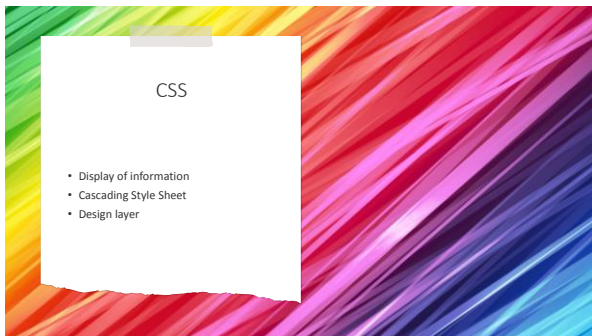
Level	Level	Level
Level A Basic web accessibility features	Level AA Biggest and most common barriers (generally aimed for)	Level AAA Highest level of accessibility (and most complex)





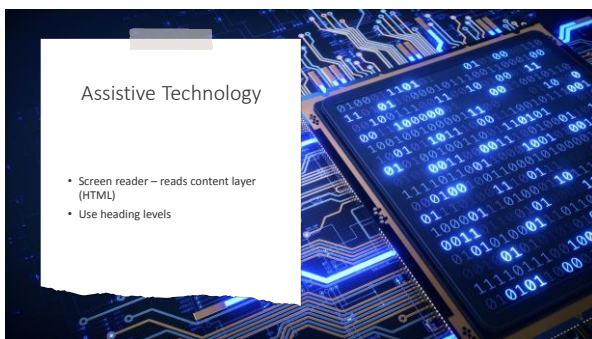
HTML

- Structure of information
- Hypertext markup language
- Content layer



CSS

- Display of information
- Cascading Style Sheet
- Design layer



Assistive Technology

- Screen reader – reads content layer (HTML)
- Use heading levels

WCAG 2.1 Checklist

Sourced from
Essential
Accessibility

Colour
Contrast
Analyser



Kahoot!

The acronym for the
accessibility guidelines is...



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Alt-Text



Alternative Text

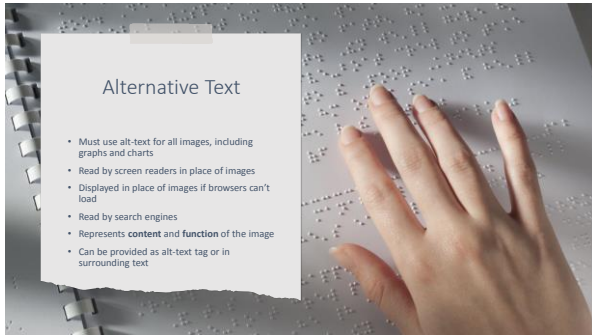


Used for screen readers



Displayed if not enough bandwidth







What would you use as alt-text?

- "Image of four chickens in field"
- Chickens, a type of bird used for production of eggs and meat
- Empty alt attribute (decorative image)
- "Chickens in field"



Kahoot!

What alt-text would you use for the image in the presentation?



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Content & Function

- Alt-text must present the same **content** and **function** as the image
- Be succinct
- Not be redundant
- Not be 'image of...' or 'graphic of...'
- Content – describe what is being depicted
- Function – usually only if there is a hotspot or a button
- Items with a link will be identified as a link
- When image is only text, the text will be the alt-text





What would you use as alt-text?

- "Image of four chickens in field"
- Chickens, a type of bird used for production of eggs and meat
- Empty alt attribute (decorative image)
- "Chickens in field"

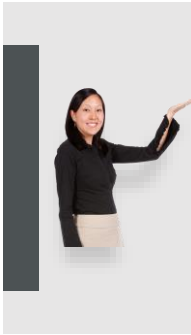




What would you use as alt-text if this were a clickable image?

- "Image of four chickens in field"
- Chickens, a type of bird used for production of eggs and meat
- Read more about chickens
- "Chickens in field"





Alt Text

How would you describe this object and its context to someone who is blind?
(1-2 sentences recommended)

Content marked as decorative will not expose a description to screen readers.

Generate a description for me

☒ Mark as decorative

Decorative Images

What do you do when the text that is presented is accompanied by an image, but the image doesn't provide content or function? There is no value add by the image other than visual appeal, and it does not need to be identified for a function to be performed?



Use of Colours

- Two to 3 colours only
- Warmer shades help readability
- Cultural preferences
- Accessibility
- Hexadecimal colours
- [Colour Picker](#)





Sub-Titles

- Transcripts for audio recordings
- Captions for video recordings
 - Subtitles cover dialogue
 - Captions include all sounds
- Captioning tools:
 - YouTube
 - Microsoft Stream
 - Rev





MS Word Tips

- Use heading styles and themes
- Use Alt-Text (don't generate description automatically)
- Tables are not easily communicated
- Use descriptive text links (not raw hyperlinks) and avoid 'click here'
- Lists should be ordered (numbered) or unordered (bullets)





MS Word Tips

- Minimum font size of 11 points
- Do not use colour as the only way to highlight information
- Watermarks impact on readability
- Run the accessibility checker
- Convert to PDF for distribution
- [MS Word Tips from Microsoft](#)





PowerPoint Tips

- Use a built-in theme or check contrast
- Slide layouts
 - Heading structure - descriptive title
 - Reading order
 - Home > Arrange > Selection Pane
 - Send backward – first in reading order, bring to front – last in reading order
 - Hiding objects visually will still be read by the screen reader





PowerPoint Tips

- Use Alt-Text (don't generate description automatically)
- Use the Table Design tools to identify headers and totals in the table
- Use descriptive text links (not raw hyperlinks)
- Consider size of text





PowerPoint Tips

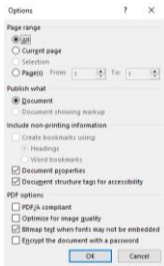
- Do not use colour as the only way to highlight information
- Keep animations/transitions simple
- Run the accessibility checker
- Convert to PDF for distribution



PDF Tips

Headings	Alternative text for images	Table structure	Descriptive Links
Lists	Columns	Legible text size	Good contrast
	No color reliance	Document title	





Accessible PDFs

- Heading Styles
- PDF "tagging"
 - Set source document up for accessibility
 - Headings, alt text, tables, descriptive links, no colour reliance, etc
- Never create via 'Print' to PDF
- Avoid text that may not make sense out of context such as 'click here'
- Use the accessibility checker



Kahoot!

When creating a PDF from Word, the file should be...



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Design Principles & Considerations

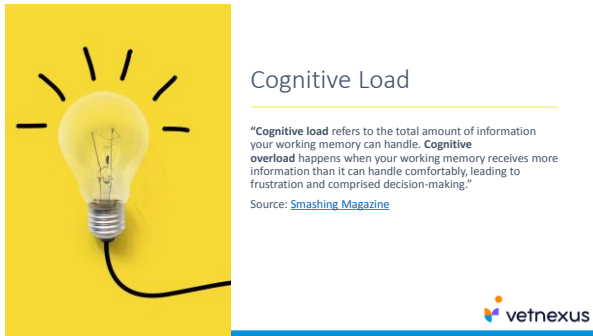
Learner Needs



Visual Design

- COGNITIVE LOAD
- RELEVANCE OF IMAGERY
- USE OF COLOURS
- USE OF FONTS
- WHITESPACE

vetnexus

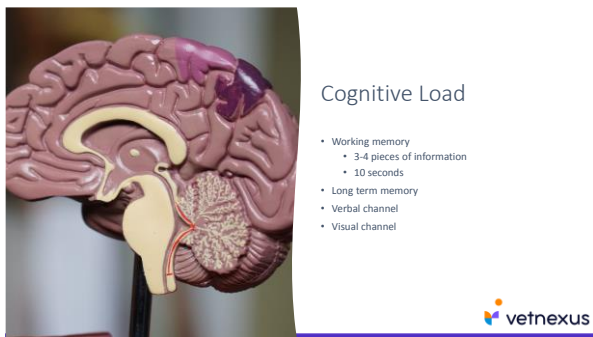


Cognitive Load

"Cognitive load refers to the total amount of information your working memory can handle. **Cognitive overload** happens when your working memory receives more information than it can handle comfortably, leading to frustration and comprised decision-making."

Source: [Smashing Magazine](#)

vetnexus



Cognitive Load

- Working memory
 - 3-4 pieces of information
 - 10 seconds
- Long term memory
- Verbal channel
- Visual channel

vetnexus



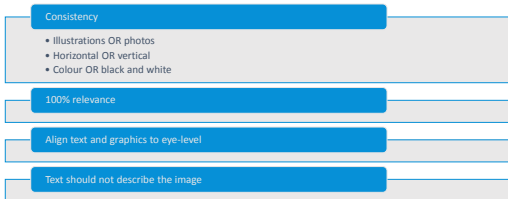
Cognitive Load

- Split presentation between verbal and visual
- Chunking
- Remove non-essential content
- Location of words and graphics
- Don't narrate on-screen text

Source: <https://elearningindustry.com/5-ways-to-reduce-cognitive-load-in-elearning>



Cognitive Load and Images



Source: [Learn2Engage](#)



Copyright



ATTRIBUTE THE
SOURCE



IF NOT KNOWN,
DON'T USE IT



SOME INSTANCES NO
ATTRIBUTION NEEDED



CREATIVE COMMONS



Kahoot!

For cognitive load, information should be duplicated by the audio and visual channels to ensure the message gets through



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Images

Relevance of Imagery

- Relates to cognitive load
- Diagrams
- Infographics
- Icons
- Animations
- Help the learner 'see' what you're explaining





Size of Imagery

- High resolution:
 - looks better
 - slow to download
- Balance clarity with bandwidth
- Know your pixels
 - 200 to 300 pixels per inch is good quality image (resolution)
 - Pixel dimension: 1920 x 1080 is a widescreen PowerPoint size





Image Types

Raster Image Files (pixels or blocks)

- Png – portable network graphics (lossless & transparent)
- Jpg / jpeg – joint photographic experts group
- Gif – graphics interchange format (animated)

Vector Image Files (proportional formulas)

- EPS – encapsulated postscript
- Ai – Adobe Illustrator Document
- PDF – portable document format





Useful Sites

- [Unsplash](#)
- [Moose](#) (icons8)
- [The Noun Project](#)
- [DrawKit](#)
- [Envato Elements](#) (paid)
- [Pixabay](#)
- [Pexels](#)
- [PicJumbo](#)



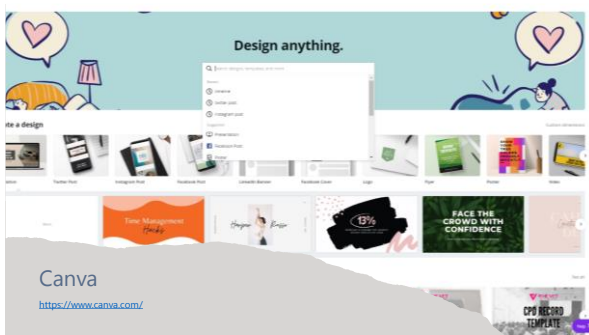
Kahoot!

Which file types should be used for uploading images to your LMS?



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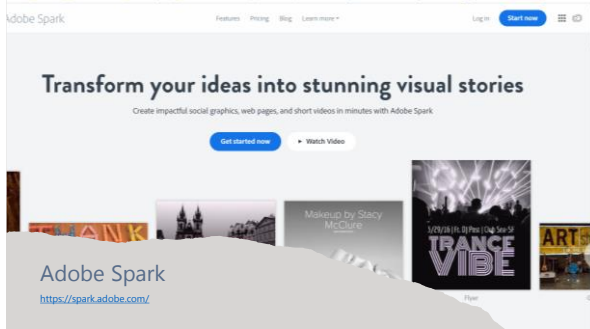




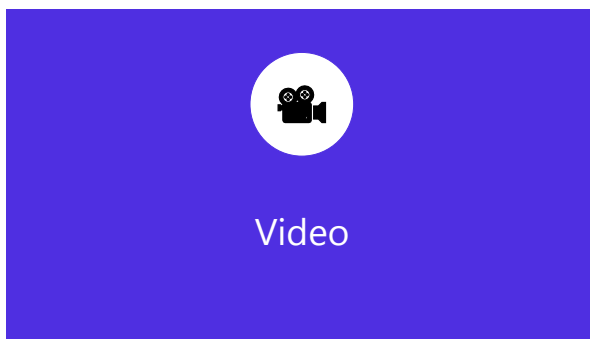
Why I love Canva

- Makes me look really, really good
- Set up colour palettes
- Can upload images
- Search Unsplash images within the platform
- Free version plus paid version
- Download as images to use anywhere









Video Storyboard

Introduction
Hook
Grab
WIIFM

Topic overview
High level first

Content areas
The detail

Conclusion
Recap it all



Kahoot!

Video consumed on its own, is what type of learning tool?



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Decisions, Decisions...

Cartoon style?

Video stock footage?

Still images with text?

Narration or text on screen?





Video Creation Tools

[Canva](#)

[Biteable](#)

[Adobe Spark](#)

[Doodly](#)

[PowToon](#)

[Vyond](#)

And many more!





Stock Video Sites

- [Pixabay](#)
- [Coverr](#)
- [Videezy](#)
- [Videvo](#)
- [Pexels](#)





Stock Audio Sites

- [Artlist](#)
- [FreePD](#)
- [Mixkit](#)
- [YouTube Audio Library](#)
- [Epidemic Sound](#)
- [AudioJungle](#) (Envato Market)



Editors



[Audacity](#) – Sound

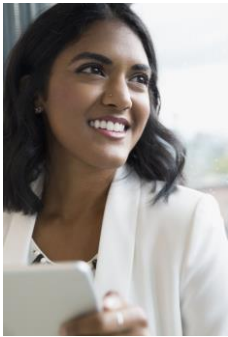


[Lightworks](#) – Video



[Camtasia](#) – Video (Paid)





Add to the Interactivity

- [H5P](#)
- [Canvas – Studio](#)
- [EdPuzzle](#)



Student Video Creation

 Students create course summary videos

 Use a tool such as VoiceThread: www.voicethread.com

 Each student adds their thought or comment after watching
The others then passes to next student



Kahoot!

Online learning tools should
always add value to the learning
experience in some way.



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www.digitalliteracylicence.com

www.vetnexus.com.au

