WEB 2.0 TOOLS

Erasmus+ Project E-Book

PAST BY WALKING IN THE FUTURE

REDISCOVERING THE

ERASMUS+   2018-2020

INTERNET

ERASMUS+

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of the European Union

ABOUT

THIS BOOK IS A PRODUCT OF THE ERASMUS+ PROJECT:

ERASMUS+ KA2 PROJECT

**"REDISCOVERING THE PAST
BY WALKING IN THE FUTURE"**
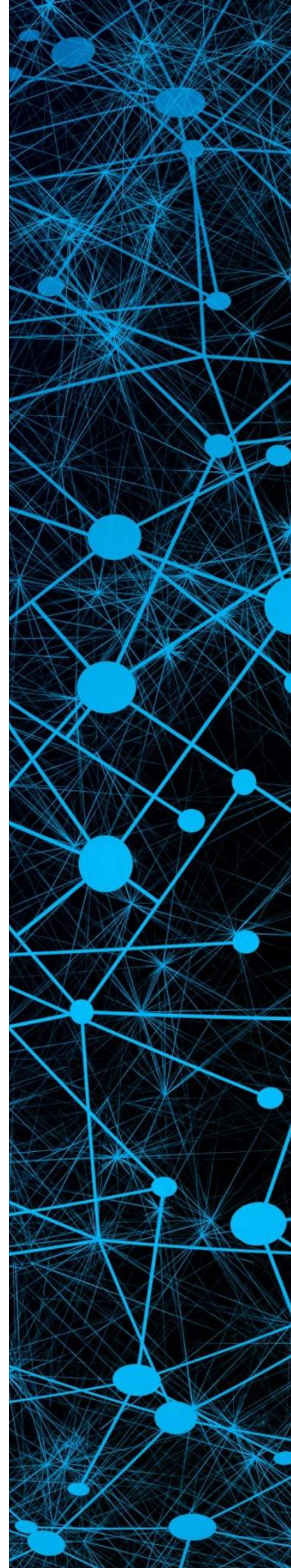
2018-1-TR01-KA229-059153_1

(2018-2021)

MADE BY TURKISH TEAM.

Contents

Esat Sivri Ortaokulu (TURKEY)

CANVA

POWTOON

What is Canva?

Canva is a graphic designing tool that is very easy to use & helps in creating amazing designs quickly.

The beauty of this tool is it does not require any installations on your PC. You can access it at www.canva.com

Alternatively, you can also use the Canva mobile app. But, I would recommend you to use it on PC for designing easily & quickly.
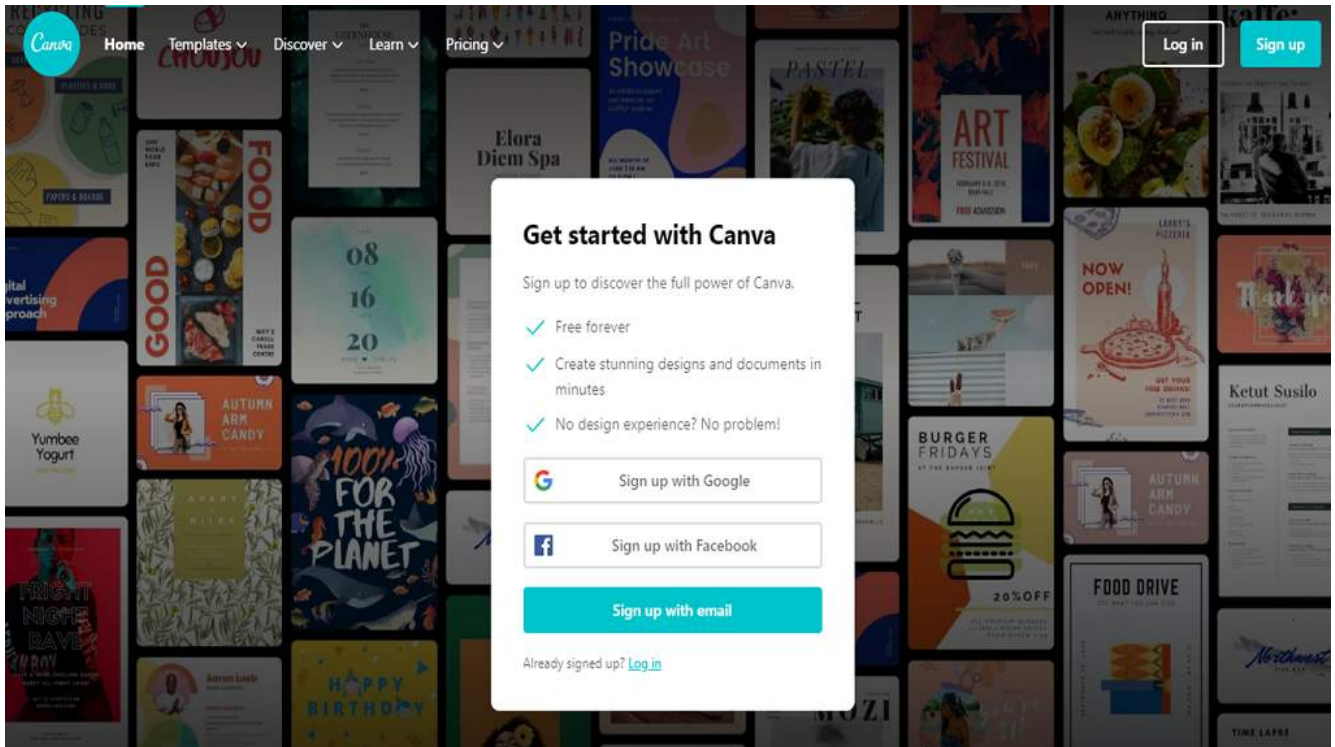
Once you are used to it, you can gradually use your Canva mobile app for some quick designs too.

The tool is FREE. Although, there is a paid version - Canva Pro. Canva Pro, obviously has more features than the FREE Canva. But, you can design amazing graphics even using the free version of this tool.

How to use Canva?

Firstly, we log in to www.canva.com
and create your account or sign up with Google or Facebook.

When you will Sign Up & Login for the first time, you will be asked "What will you be using Canva for?"

Select the right option so that Canva can recommend you the designs and templates as per your profile.

The various options available are,
1. Teacher
2. Student
3. Personal
4. Small Business
5. Large Company
6. Non-profit or Charity

Select whatever you are and proceed.

In the search bar, start typing the name of the platform for which you want to create the graphic. Or, select the templates from below.

There are various options like presentations, social media, video, marketing, office etc.
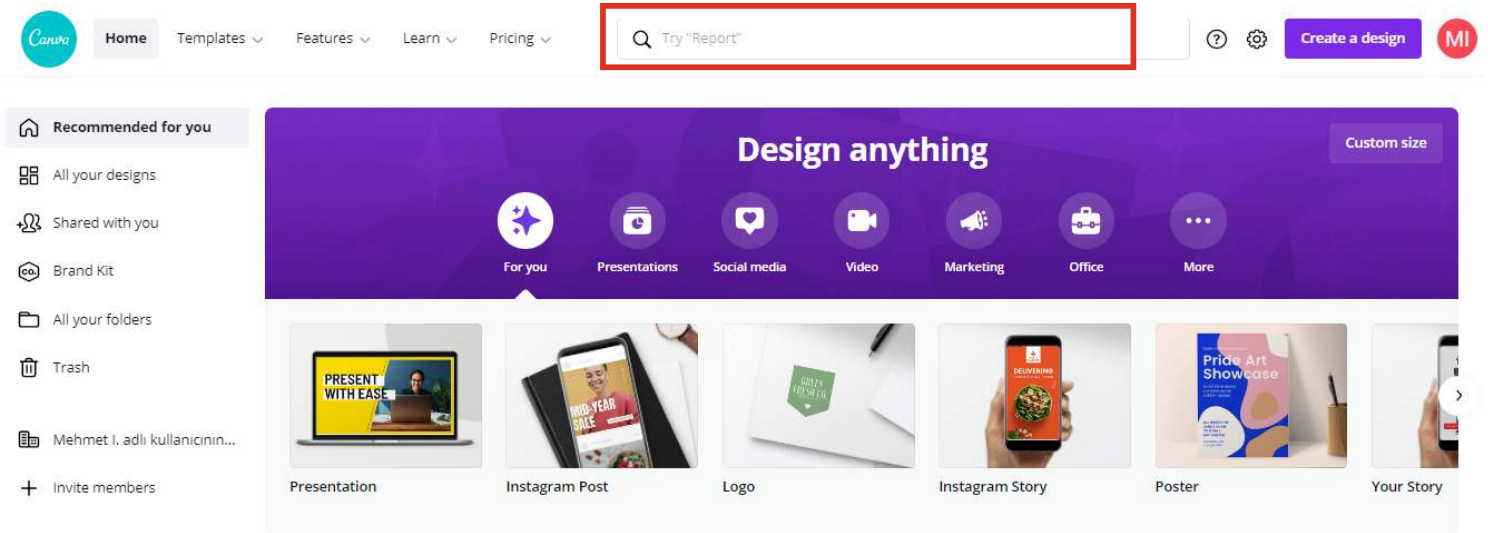
If you want to create a graphic with a custom size, in the right-hand corner you can find the "Custom Size" option. Click on it and proceed.

When you start designing, you can add the text, image or any other element from the left-hand toolbar. All you need to do is drag-and-drop.

Canva - Menubar

Like in any other tool, Canva's menu bar is at the top of the editor.
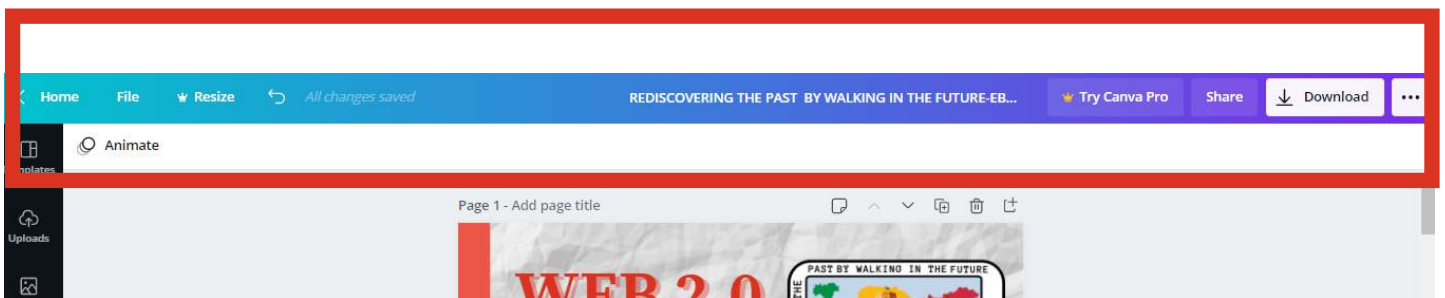
As you can see, the menubar is made up of the following features
1. Home
2. File
3. Resize
4. Saving Status
5. Design name
6. Try Canva Pro
7. Share
8. Download

Home

When you click on Home, you will be taken to the home page of the tool.

File

The File feature will open a drop-down with the list of features like Create new design, Show rulers, Show margins, Save, Download, etc. You can also see the dimensions of the canvas here. The design name can be edited too.

Resize

The Resize option is not available with Free Canva. The purpose of this feature is to allow one to resize the dimensions after having created a design.

Saving Status

In the menubar, next to the Resize feature, you can see the saving status. It is usually "All changes saved". In case of any error, while saving, you will get a message here.

Design Name

By default Canva names the design as "Untitled Design". You can edit the name by clicking on it or through the File feature too.

Try Canva Pro

This is an advertisement by Canva to make you try Canva Pro for Free for the first 30 days.

Share

You can share your designs with other team members. Multiple members can work on a single design. Type the name or email of the person with whom you wish to share the design. Sharing has 3 options,

- Share a link to edit
- Share a link to use as a template (Available only with Canva Pro)
- Share a link to view

Just select the option of your choice and copy the link & give it to the person.

Download

This lets you download the design. There are various file types available. Also if you click to the dropdown arrow next to the download button, you can directly share the design to your social media, Google Drive, MailChimp, etc.

TABS IN THE SIDE PANEL OF CANVA
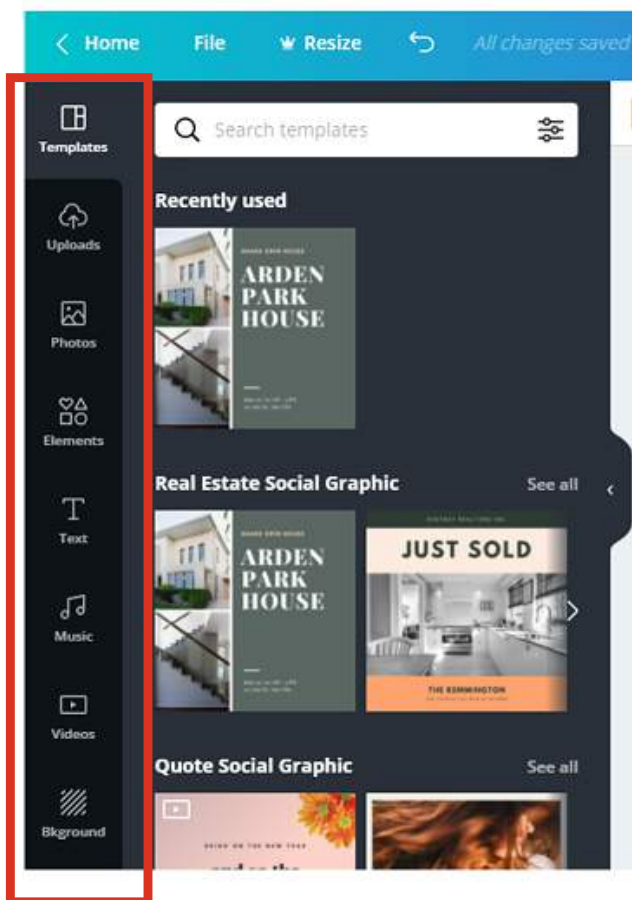
Templates

This tab consists of the pre-built templates that can be used to design a graphic. There are a lot of templates under this tab. All you need to do is click on the template of your choice and it will get loaded in the canvas. Then you can edit the text, colors and other elements of the template as per your preference.

Elements

A design is made up of various elements like text, icons, photos, etc. The elements tab in the Canva side panel consists of a lot of elements like shapes, icons, frames, etc that can be used in the design. Also, you can search for an element of your choice.

Uploads

The uploads tab in the Canva Side Panel allows you to upload your photos and videos. You can upload your images and use them in your design using this tab. Simply click on upload, select the photo, upload it and then from this tab, click on it to use it in the design.

Photos

The Photos tab allows you to use the existing photos that Canva provides. Not all photos are available for free. But there is a good amount of free photos in this tab that you can use in your design. Alternatively, you can upload your own photo using the Uploads tab.

Text

The text tab gives you access to a lot of text in various styles and colors that you can use in your design. You can either select the simple text and then change its font style using the toolbar or you can use the predefined styles that you get here.

Music

Canva also allows you to edit videos and you can use this music tab to add the music that is available in Canva's repository.

Videos

Just like photos and music, you can get beautiful videos in this tab to create a custom video of your own. Alternatively, you can use the Uploads tab to upload your own video and edit it.

Background

As the name implies, the background tab allows you to select a background for your graphic. The background can be a solid color or graphic that is available in this tab. This tab has a lot of templates that you can use in the background of your graphic. There are a lot of textures and images available. You can also edit the color and give effects to the background texture that you select using the toolbar.
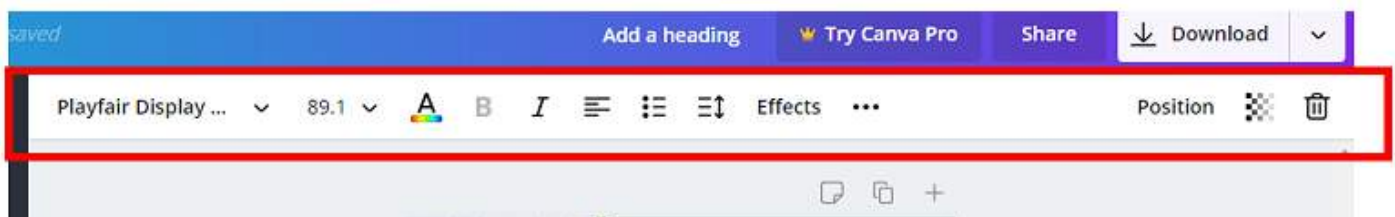

As you can see in the screenshot above, I selected the text in the template and the toolbar displays options to change the font, font size, color, alignment, etc.

POWTOON
make it awesome

ADVANTAGES OF USING POWTOON

- Powtoon is a web 2.0 tool that can prepare impressive and enjoyable presentations in a free way.

- Powtoon is a web 2.0 tool that works online. There is no need to download and install powtoon on your computer.

- The owtoon web 2.0 tool can prepare fun animations by using ready-made templates and animations or by adding your own files.

- Powtoon is available in both free and paid options. The free version features 30 animated characters, 10 music and a basic slide package and five-minute video/animation time. But these options are enough for preparing a educational materials.

● With the Powtoon web 2.0 tool, you can present your presentation on the internet or download as a PowerPoint presentation on your computer.
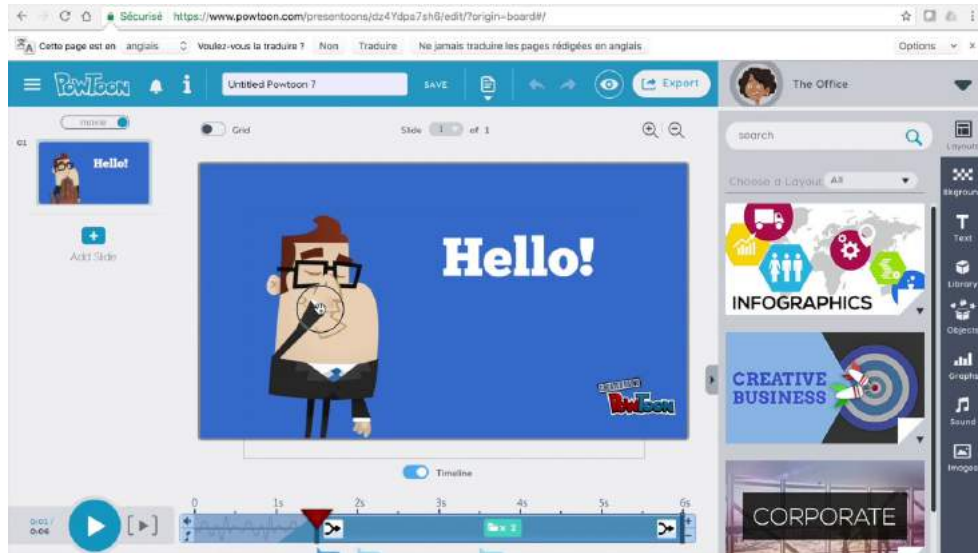
Why should we use Powtoon in our classroom?

Because,

➔ It can be used easily and attracts the attention of viewers.

➔ Students can easily learn to use the Powtoon in in a few lessons.

➔ Videos prepared with Powtoon motivate students to learn better.

HOW WE CAN USE POWTOON?

To use the Powtoon web 2.0 application, we are first logged into www.powtoon.com and sign up.

!!! For signing up, you must have an e-mail adress or you can login with your Google, Facebook and Linkedin account.

*If you don't have membership, fill in the form and then register.*

Powtoon gives us two options.. First choose your type? Blank powtoon or ready templates...
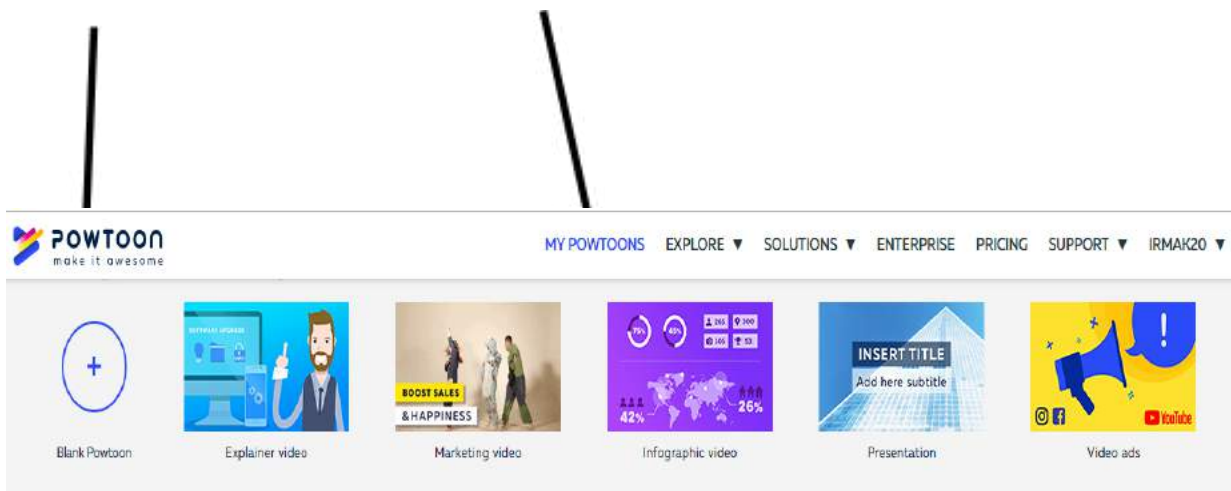
*** If you choose the blank powtoon, you can do all the design of your powtoon by yourself.

But in ready templates,

you can quickly create a presentation by typing the message you want to give to the ready-made designs. ("Pro+" templates may be charged.)
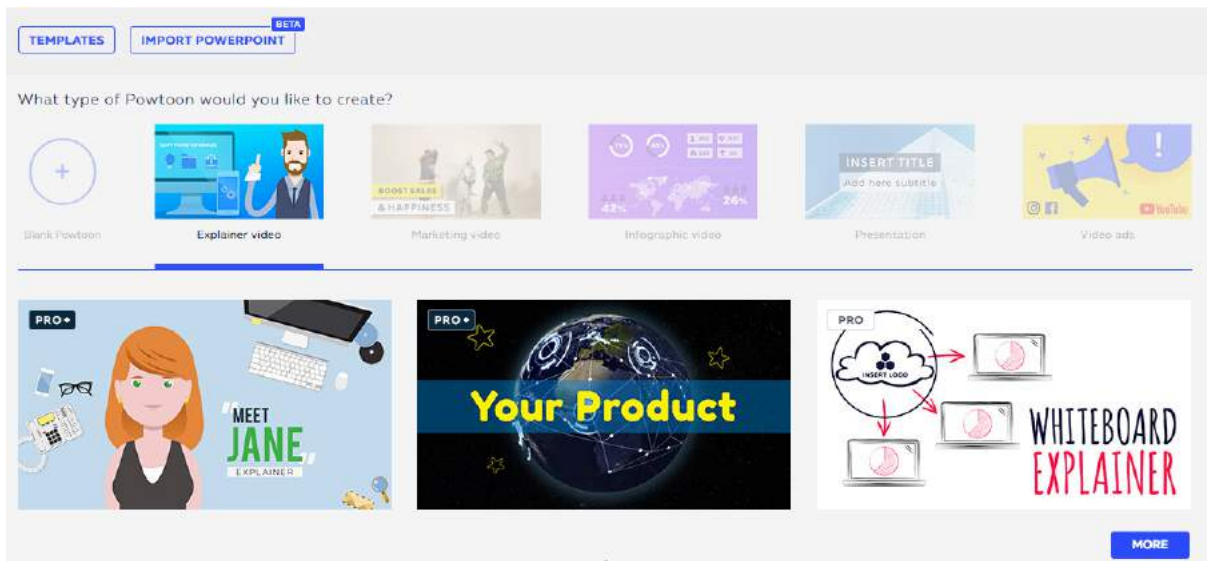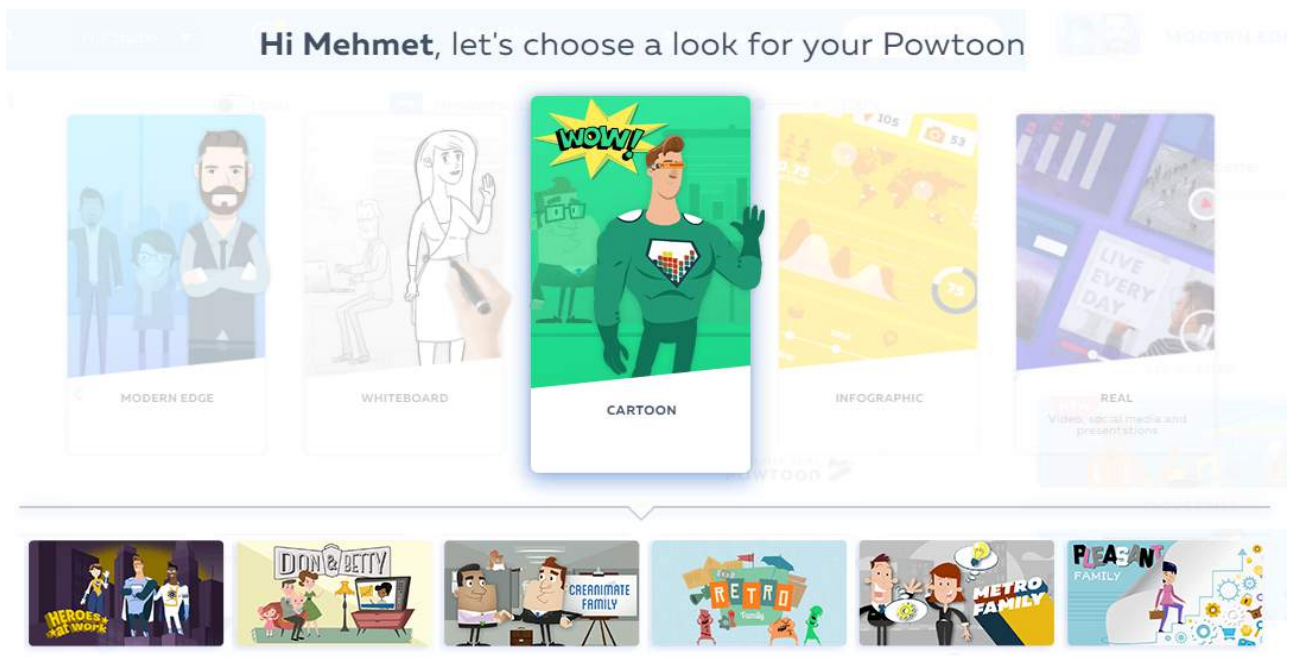
You can choose any free template.

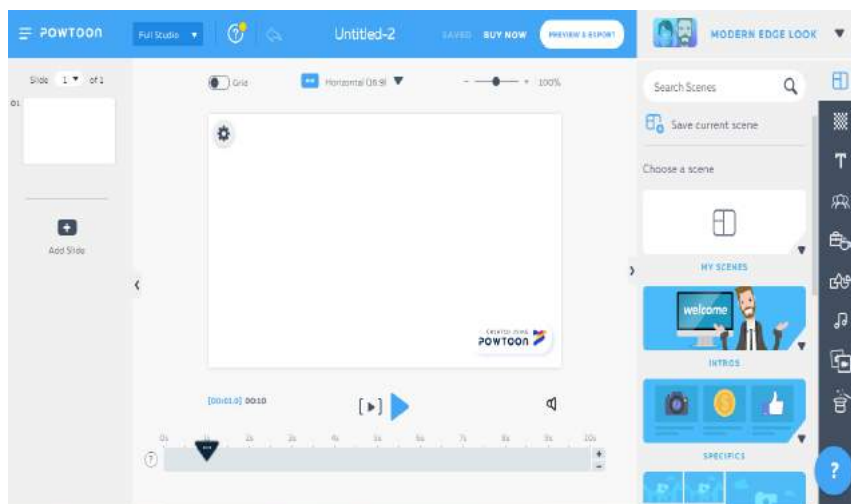And then you can make changes to the pages as you wish. That's all !!

If you can choose blank powtoon, you must do all the design of your powtoon by yourself.

your scene,

your intros,

your pictures,

your chracters, etc...

First, you must choose a theme for your Powtoon...

And then you can your design how you want.

**Municipal Primary School
Petar Pop Arsov
(NORTH MACEDONIA)**

KAHOOT

EDPUZZLE

- EdPuzzle is the perfect application for making any video into a lesson. Perfect for the flipped classroom.
- Reinforce accountability – know if students are watching the video, how many times and whether they understand.
- Self paced learning with interactive activities – just add your voice and questions.
- Grade student responses.

Go to edpuzzle.com to create a FREE account.

How Do I Create A Video Lesson?

Start by clicking on **CREATE.**

Select your video from the various channels, enter a video URL or upload one.

Click **USE VIDEO** to open the video editor screen

1.

CROP Video
Only use what you need. Use the red sliders to set the start and end places

2.

Add AUDIO TRACK
Explain your video with your ow voice and teaching approach, and in your own language. You need to record the audio track for the WHOLE VIDEO in order to SAVE it.

Click on the microphone symbol, enable microphone and start speaking, record track in real time.

Click yellow button to overwrite any previous recordings. Red to cancel.

Add AUDIO NOTES

Insert an introductory comment, a remark, a note, a conclusion or summary.

Move the yellow slider to the point in the video where you want to insert note and click on the yellow microphone button to start recording, click again to finish.
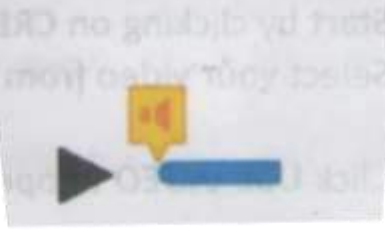
02:01

To add another note move slider to next position and repeat process.

To remove last mote click the yellow button. To remove all new notes click

✕ Remove all new notes   ↻ Remove the last note

To delete a saved note. Click on the small yellow square and then the red recycle bin
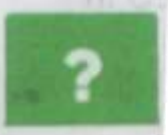
4.

Add QUIZZES

Insert quizzes, assessments or written notes to your video to assess your students' understanding and to ensure the effectiveness of your video

Move the green slider to the point in the video where you want to insert quiz and click on the green button
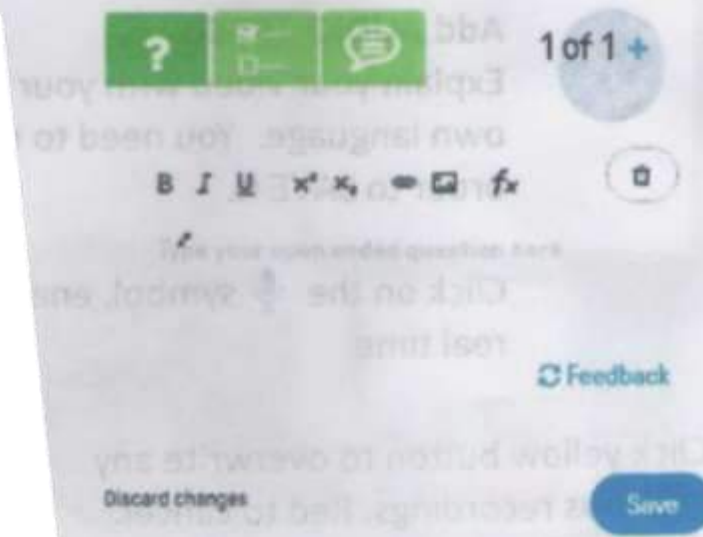
0:16
02:01

?

There are three types of quizzes:

?   ⊟   💬   1 of 1 +

Open ended question
Type your question in the box and click SAVE.

B I U x² x₂ 🔗 🖼 ƒₓ   🗑

↻ Feedback

You can use the button to add additional questions at the same point
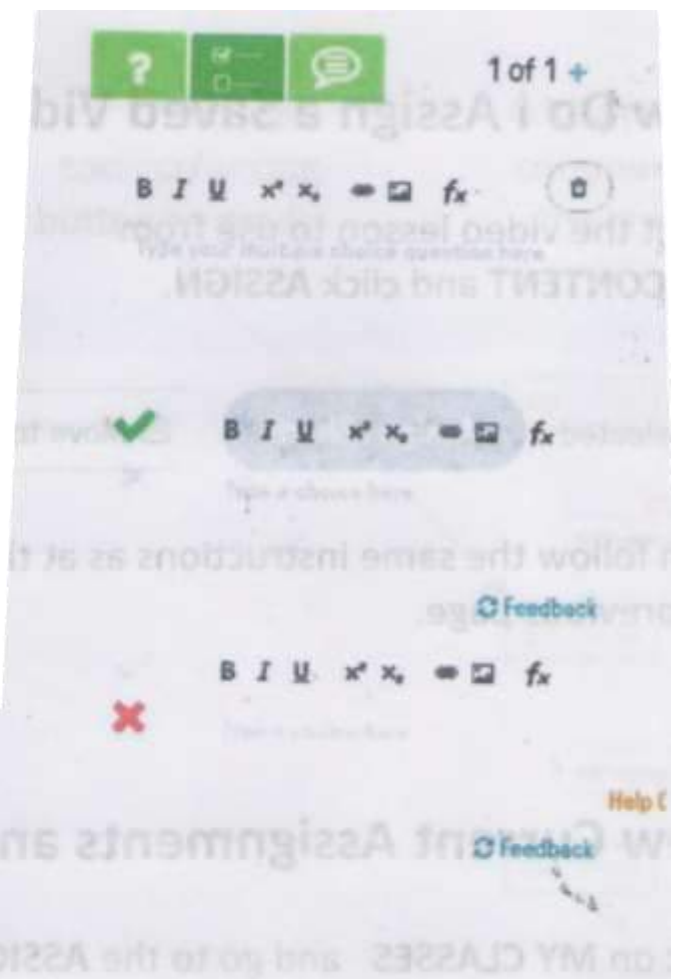
Discard changes   Save

Multiple Choice question

Type your question in the, and your answers in the boxes beneath.
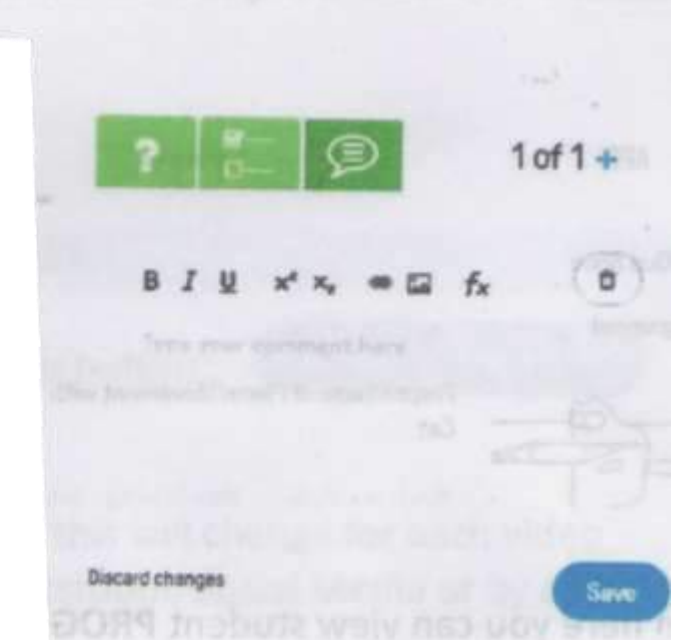There must be at least two answers.

Click on the tick to mark the answer as correct or the cross to mark it incorrect.

You can add extra answers by clicking on the button. Don't forget to SAVE

O Add answer

Discard changes

Save

Comment

Type your comment in the box and SAVE

Discard changes

Save

When you've completed your video, click **FINISH.**

Assign to a class   or   Share with anyone

Track your students' answers, who viewed your video and how many times!

Who is going to do it

O Add class

APP

Superpowers

Prevent skipping

Due date

Later

Assign

You can **ASSIGN** this to a class at this point or do it **LATER**.

Share with anyone – give out the link to colleagues.

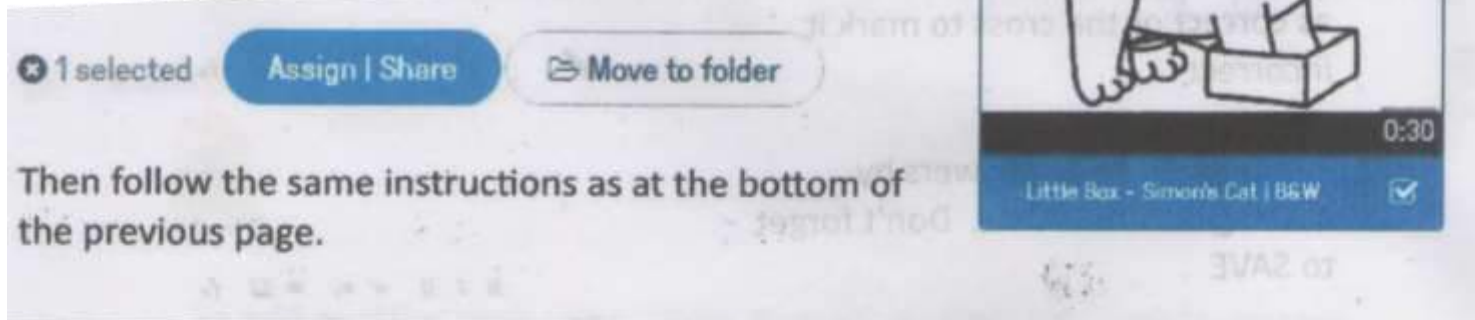**Prevent Skipping** – this prevents students from skipping part of the video lesson

Set a **DUE DATE** for the video homework to be completed

18
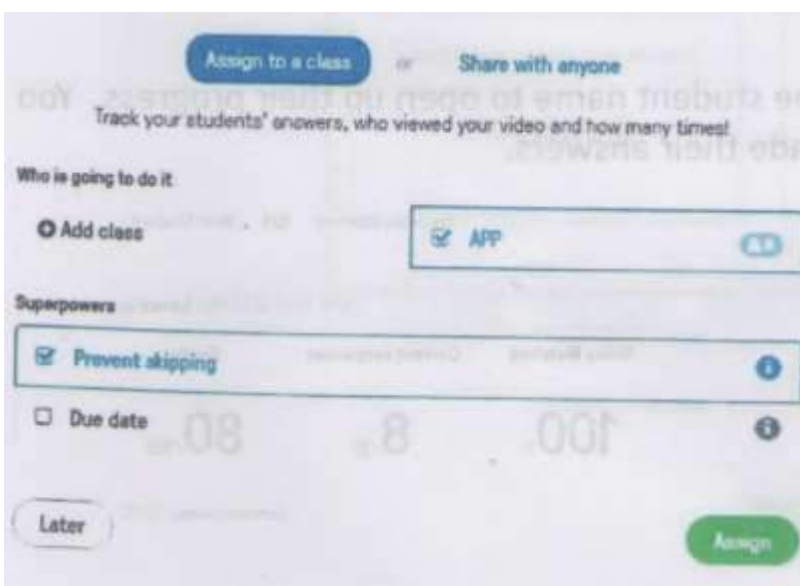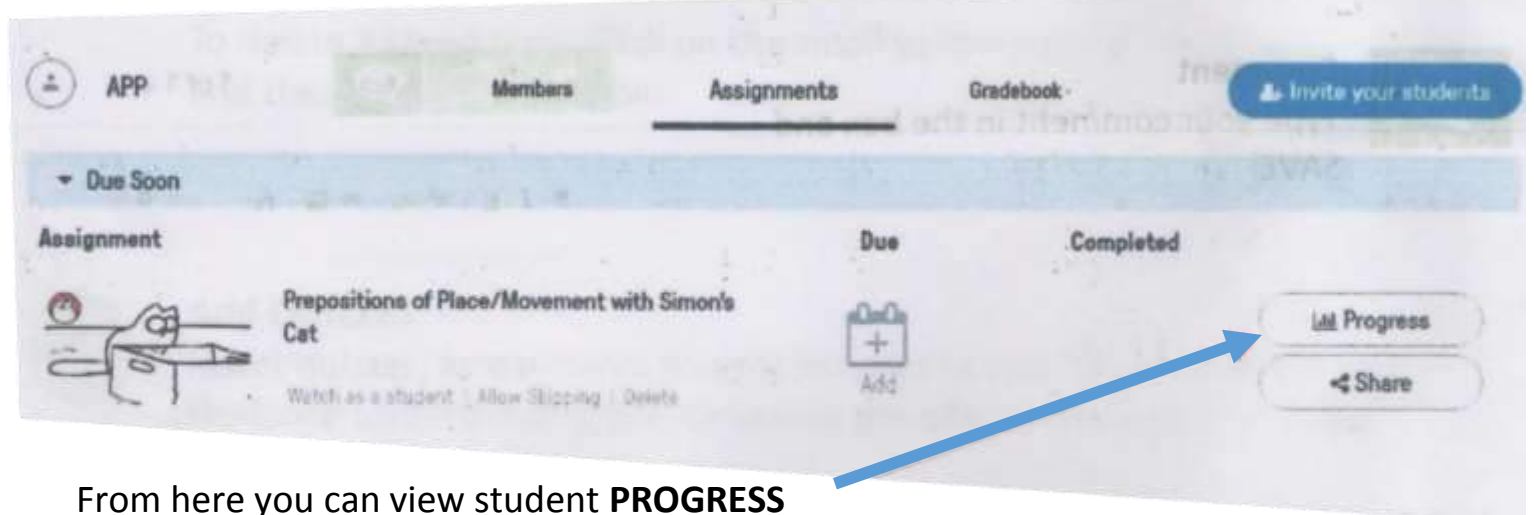
How Do I Assign a Saved Video Lesson?

Select the video lesson to use from **MY CONTENT** and click **ASSIGN**

Then follow the same instructions as at the bottom of the previous page.

View Current Assignments and Grade Students Progress

Click on **MY CLASSES** and go to the **ASSIGNMENTS** tab

From here you can view student **PROGRESS** and grade their feedback.

Grading Student Feedback

Click the **PROGRESS** button. Then click on the student name to open up their progress. You can view how they viewed the video and grade their answers.
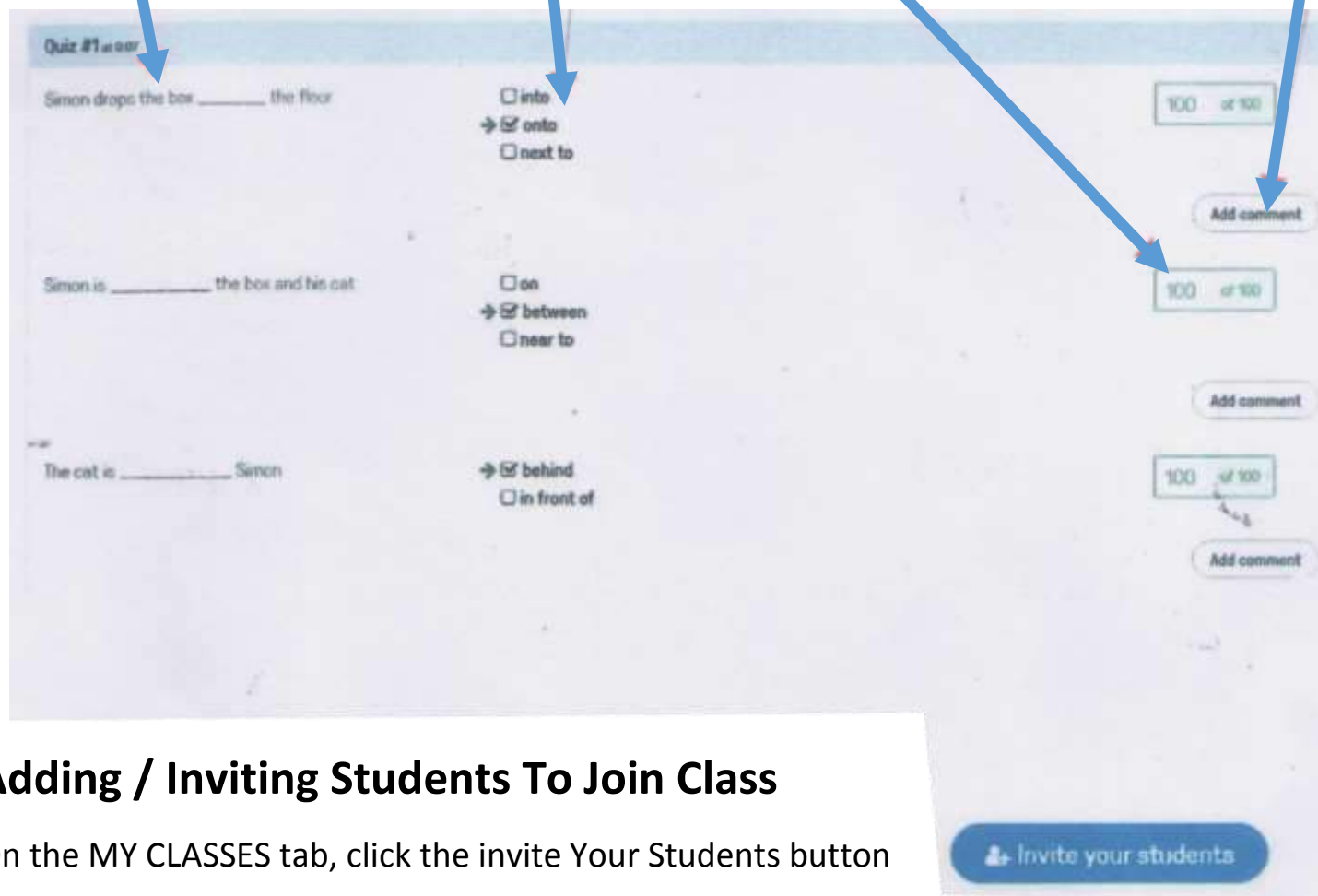
See the question

View their answer

Click the correct/wrong button to grade
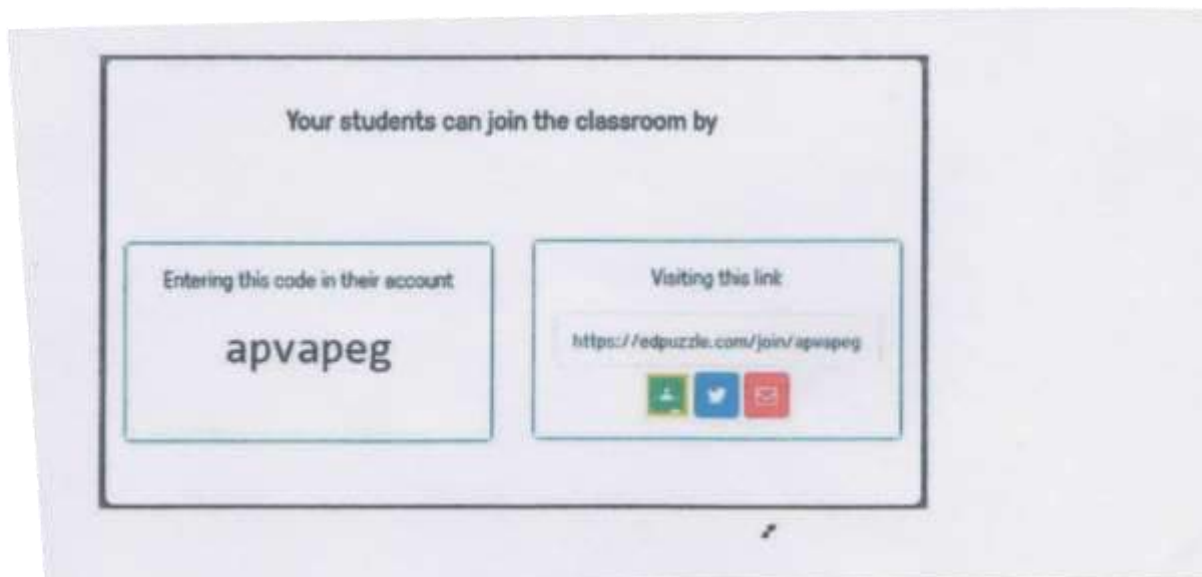
Add a private comment to the student

Adding / Inviting Students To Join Class

On the MY CLASSES tab, click the invite Your Students button

Give them the links and login code that is generated, this will change for each video assignment. These links can be posted in Google Classroom, Social Media or by email link.

Your students can join the classroom by

Entering this code in their account

apvapeg

Visiting this link

https://edpuzzle.com/join/apvapeg

Kahoot! Makes learning awesome – and homework, too! With fun learning games and cool quizzes, your students can play anywhere and anytime, on their own or with their friends.

Kahoot! Is a game-based platform that makes learning awesome and exciting. Anyone can create games for any subject or topic – it's simple and fun. Games of *Kahoot!* (or simply 'kahoots') are played in classrooms and other social settings all over the world.

Visit kahoot.com and log-in to create great kahoots. First time users will need to click on **Sign Up** to create a FREE account.

The landing page is the Search Kahoots screen - from here you can enter a search term   in the search box to find ready-made quizzes and activities.

At the top of the screen is the toolbar:

- **Find Kahoots** – find ready-made kahoots on every subject
- **My Kahoots** – these are yours, those you have created, or you have marked as favourites, and those that have been shared with you ny other users
- **My results** – download the results of played kahoots
- **FAQ** – frequently asked questions
- **Support** – online help

On the far right is a purple button **NEW K!** - click here to begin creating a brand new kahoot.
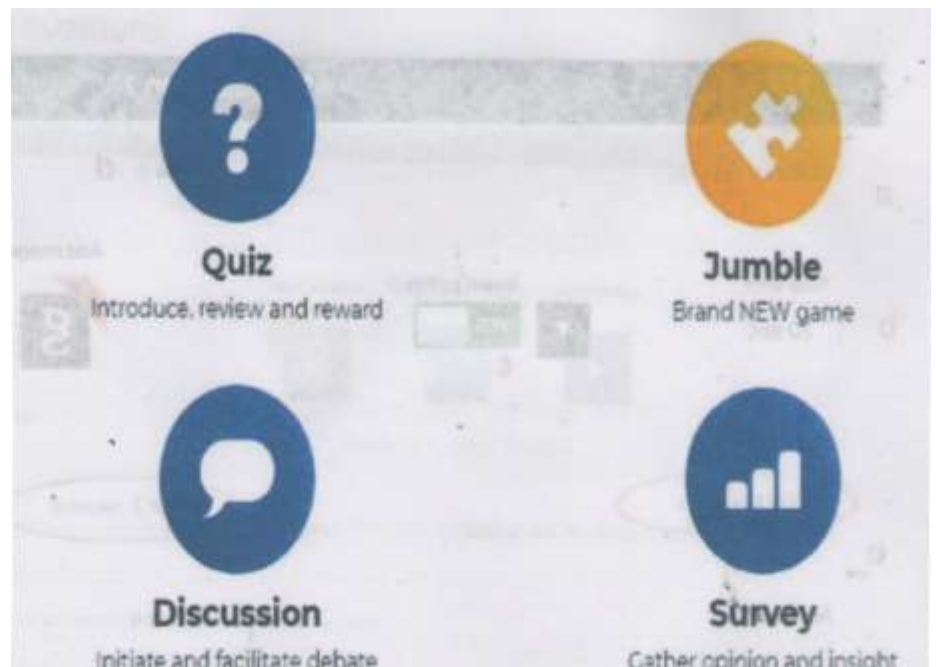
How Do I Create A Kahoot?

Click on the **NEW K!** button

This page contains a stats box, giving you details of how many kahoots you have, how many people have played and whether a kahoot has been shared or marked as favourite.

On the main page are links to the types of activities you can create – Choose which you want:

- **Quiz** – the standard quiz, great for reviewing lessons, introducing subjects
- **Jumble** – a game where students must unjumble a series of cards. Great for maths formulae, sentence structure etc.
- **Discussion** – use to initiate a one-question discussion during a lesson/lecture (you can analyse results at a later stage)

Quiz	**Jumble**
Introduce, review and reward	Brand NEW game
Discussion	**Survey**
Initiate and facilitate debate	Gather opinion and insight

- **Survey** – with no right or wrong answers, survey gathers information during a lesson (you can analyse results at a later stage)

Create A Quiz

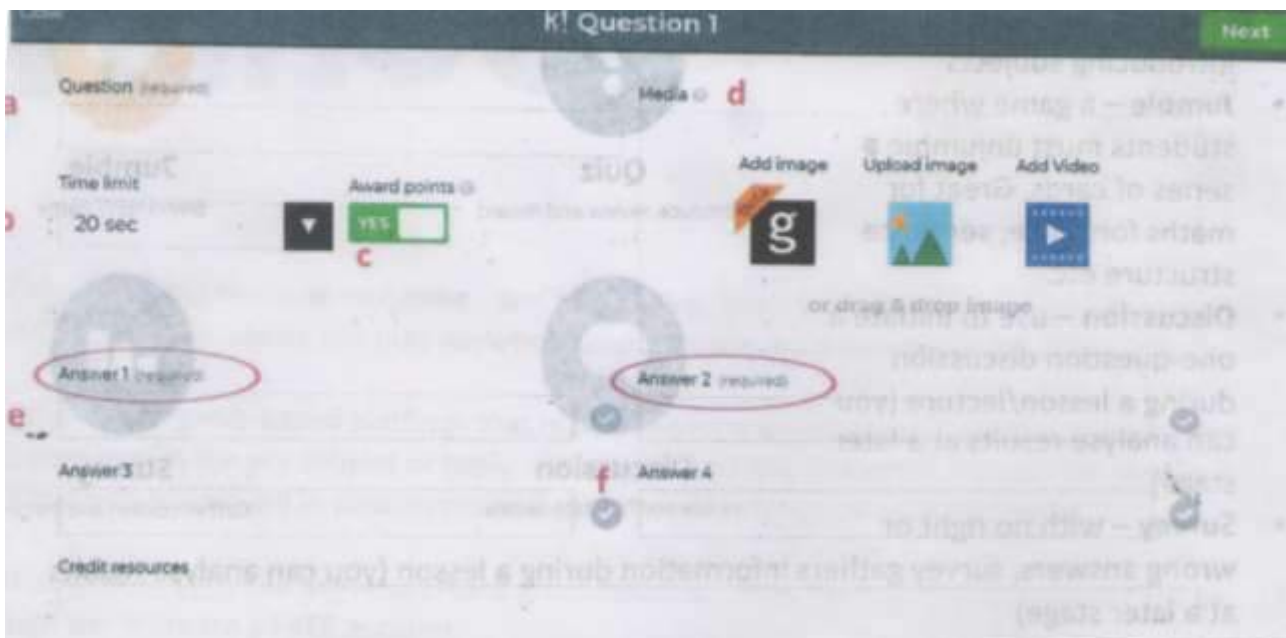1. Choose **QUIZ** and complete the **TITLE** screen

Title, Description and *Audience* have to be completed

A cove image can be uploaded if you wish, and you have the option to change language and privacy setting. When complete, Click the **OK, Go** button at the top of the page.

2. On the next page – the Game Creator, click **ADD QUESTION.**

Here we start creating questions:

a) Type in your question. There is a 95 character limit so word it carefully, and the option for formatting tools.

b) Each question is timed – you can change settings from 5 secs up to 2 mins

c) Choose wether to switch on/off the points setting. Leaving the points on makes a much more enjoyable and competitive experience for your students.

d) If you wish, you can add image from your PC, use one of the *Getty images* from Kahoot or upload a video from YouTube.

e) Enter up to four possible answers – You MUST have at least 2 answers, **Answer 1** and **Answer 2.** Note there is a 60 character limit for answers.

f) Click on the grey ticks to mark the answer as correct, the ticks will turn green. You can have more than one correct answer.

g) When complete, click on the green **NEXT** to go on to the next question, and repeat the process from 2a. After the last question, click **SAVE** on the Game Creator Page.
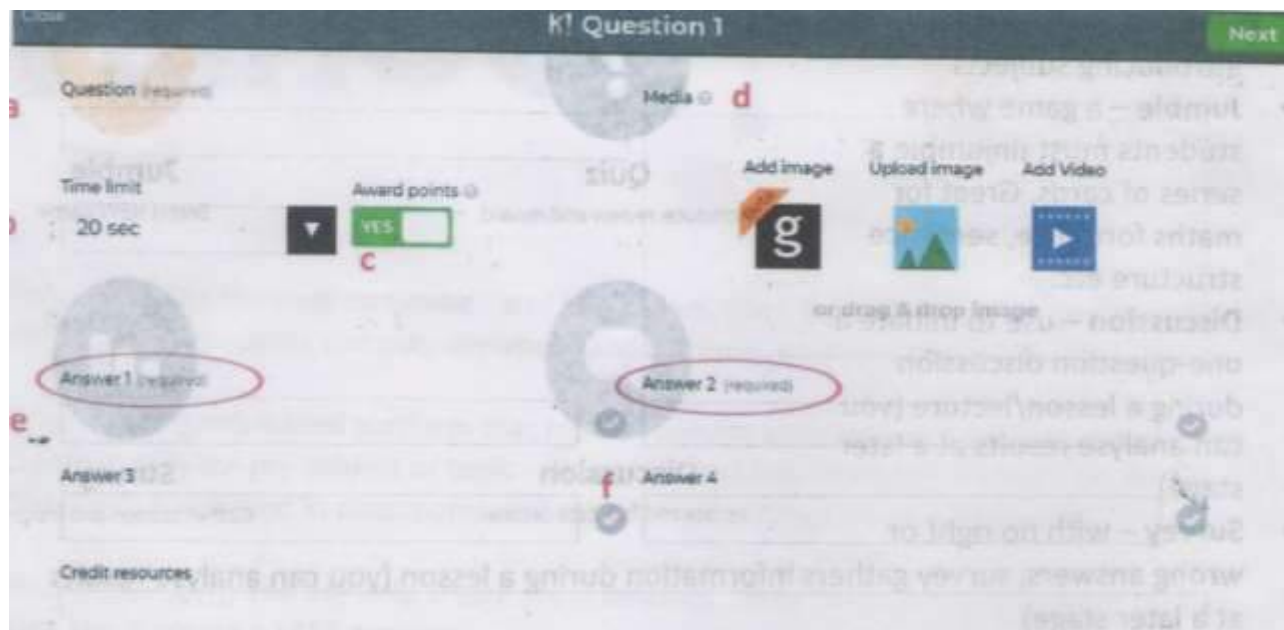
Create a Jumble
Choose **JUMBLE** and complete the **TITLE** screen, the same as you would for Quiz.

On the next page – the Jumble Creator, click **ADD JUMBLE QUESTION.**

Here we start creating the jumble questions:
The basic set up is the same as for QUIZ (refer to above)

However, Jumble is different to Quiz in that ALL the answers are correct nut jumbled up and you must have **FOUR** answers. These are entered in the spaces **IN THE CORRECT ORDER**. During game play they will be jumbled or randomized.

Create A Survey

Choose **SURVEY** and complete the **TITLE** screen, the same as you would for Quiz.
On the next page – The Survey Creator, click **ADD QUESTION**.

Here we start creating the survey questions:

Complete as you would for QUIZ.

Note that there are NO POINTS awarded in Survey questions.

Create A Discussion

Choose DISCUSSION and complete the TITLE screen, the same as you would for Quiz.
On the next page – the Discussion Creator, click ADD QUESTION.

Here we enter the Discussion question – this is a ONE question activity only.

Complete as you would for QUIZ.

Note that there are NO POINTS awarded in Discussion questions.

How Do I Play A Kahoot?

Click on **MY KAHOOTS** from the toolbar to access your own Kahoots, or search for one that has already been pre-made

1. Choose the Kahoot to play and click the large PLAY button. The number on this button shows how many times the Kahoot has been played [by you or other users]

2. Choose which Game Mode you want:
   - *Classic* [every player has their own device] or
   - *Team Mode* [1 device per team] – Team Mode is disabled [for now] with Jumble games

You can adjust the game settings/options before clicking

3. Tell your students to log in to the app, or on their PC at **kahoot.it**
   - They enter the GAME PIN [automatically generated and displayed on screen]
   - Enter their Names or Team Name and player Names

4. Click **START** on the Game page

How Do I Edit A Kahoot?

Click on **MY KAHOOTS** from the toolbar to access your own Kahoots. You can only edit your own Kahoots.

Locate the Kahoot you want to edit and mouse-over it, this will bring up the **Edit/Duplicate/Delete** links
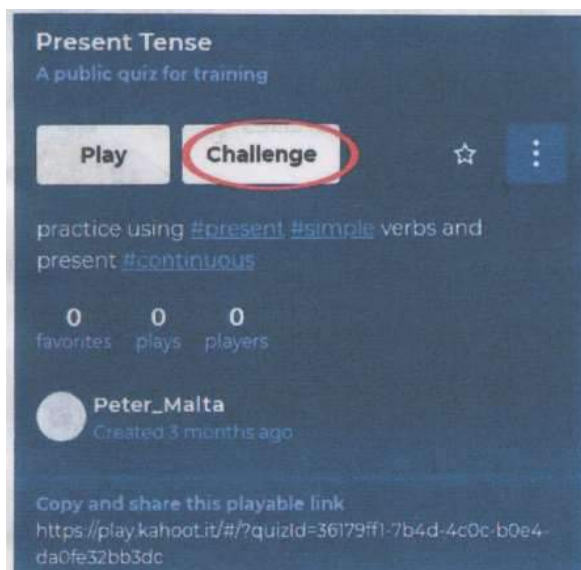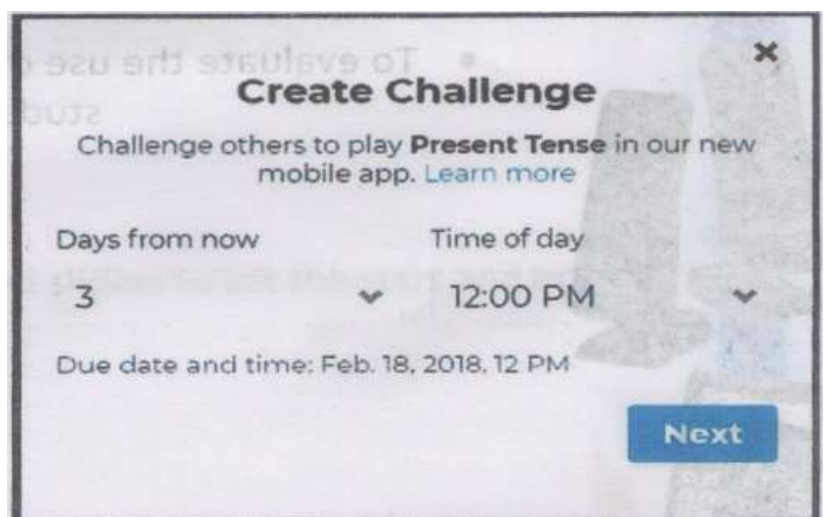
Challenges

With the new Challenge option, you can assign a **Kahoot** as homework. Your students can play it at home on the mobile app.

1. Click on **MY KAHOOTS** from the toolbar to access your own Kahoots.

2. Locate the Kahoot to assign as a home work challenge and click on the **Title**

3. On the left side of the page that opens is a box that contains stats and links. Click on **CHALLENGE**

This will then open a settings box for the assignment. Change the date settings as per your requirements and click **NEXT**

4. Give your students the **CHALLENGE LINK** [for PC], and **GAME PIN CODE** [for mobile app].

This assignment can be posted to Google Classroom, or you can copy/paste the links in an email to your students or on your class web-page/social media group etc.
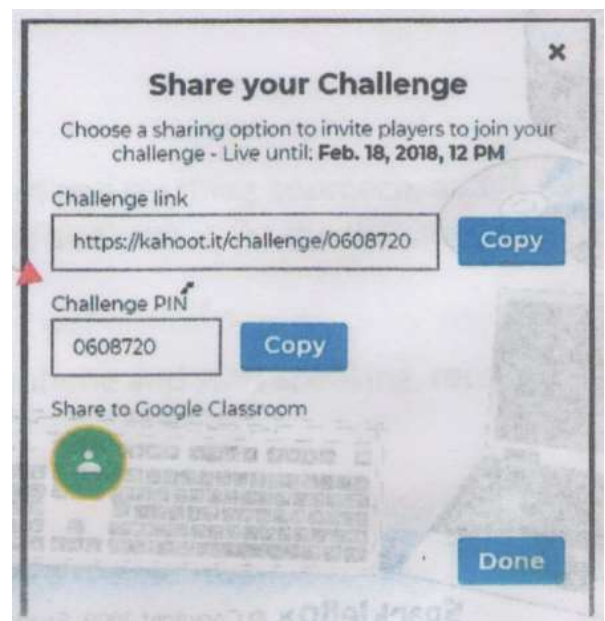
Tildy Zoltan Altalanos Iskola es Alapfoku Muveszeti Iskola (HUNGARY)

PADLET

THINGLINK

Padlet

Padlet is a digital canvas to create beautiful projects that are easy to share and collaborate on. It works like a piece of paper. We give you an empty page - a padlet - and you can put whatever you like on it. Drag in a video, record an interview, snap a selfie, write your own text posts or upload some documents, and voilà! A padlet is born. Make it even more beautiful by choosing custom wallpapers and themes. If you are a new user, you are allowed to have 3 padlets at a time for your own imagination. You can find more about our subscription plans at https://padlet.com/premium/ Padlet is different from other blogging tools and inspiration boards because it's flexible.

Create a grocery list, a Venn diagram, a discussion board, a group greeting card, a portfolio, or a business plan, all in one app. Used by teachers, students, professionals, and individuals of all ages, all around the world, padlets can be selectively shared and edited among multiple contributors. Padlet for Windows takes the Padlet you know and love, and makes it portable. With views tailored for smaller devices and easy-to-use editor buttons, you can change how your padlet looks with a quick tap. Personalize it with selfies. Use our new menu to invite others to view and edit your padlets. Share across social platforms. If you are a new user, you are allowed to create and have 3 padlets at a time for your own imagination. Fret not, because you can find more about our affordable subscription plans at https://padlet.com/premium/

GETTING STARTED

First you have to go to the website **padlet.com**. You can log in either with your google account or your facebook account. When you are ready doing this, you will see this surface.
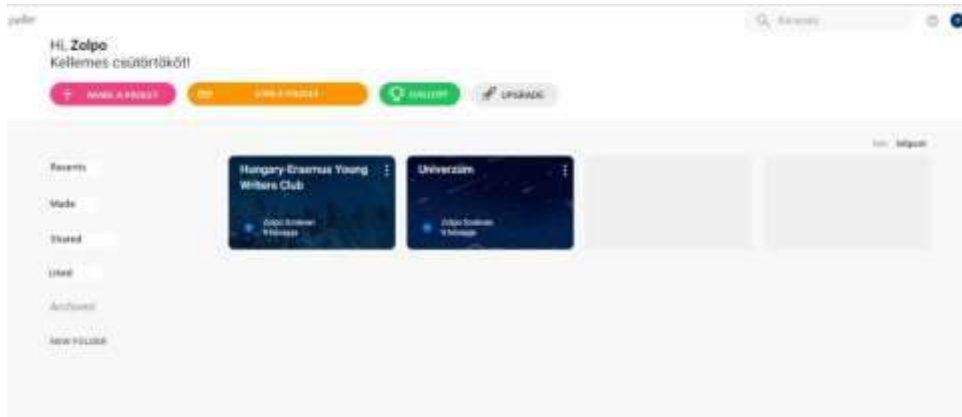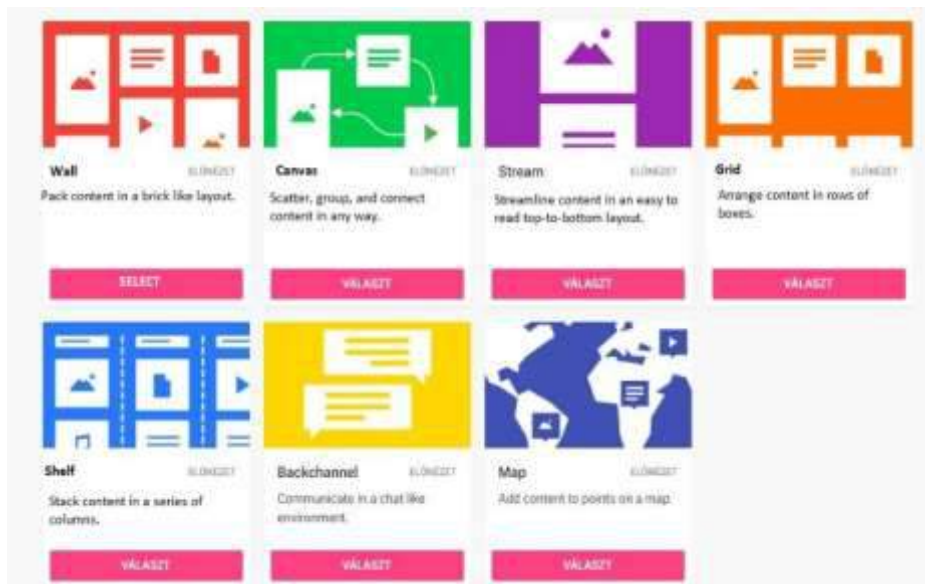

MAKING A PADLET

It is also very easy to create a padlet since all the instuctions are in your mother tongue.

Click on **Make a padlet**

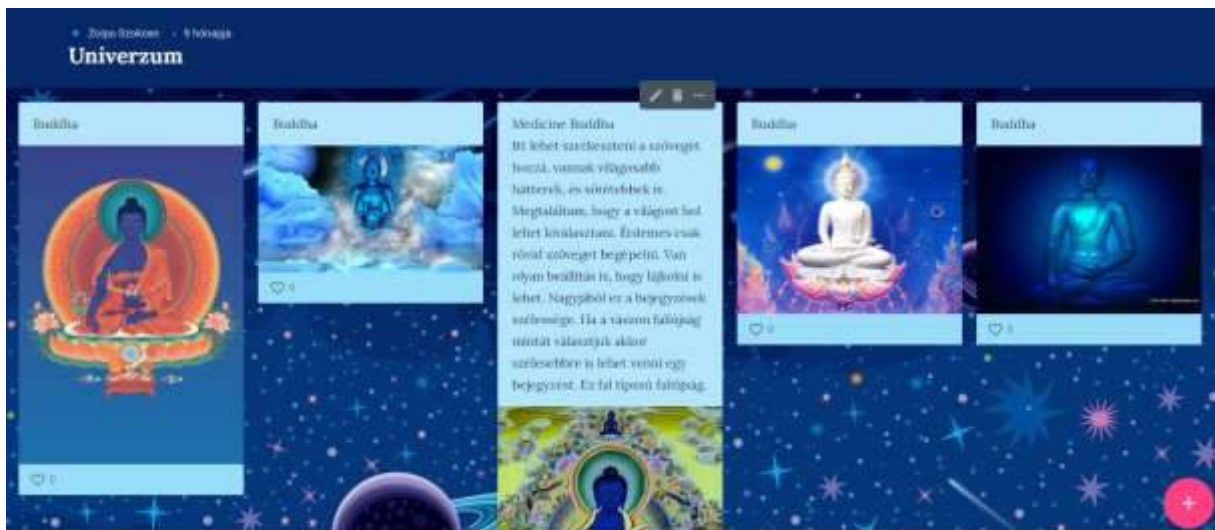You will see this surface. With these options you can customize the shape of your padlet.

Click on **Select** to choose your preference.

When you are ready with this you will find more options. You can give

- **Title**

- **Description**

- **Wallpaper**

- **Theme**

etc. to your padlet.
When you are done with all the customization, just click on **CLOSE** on the upper right side and your padlet is ready.

Now click on the pink icon on the lower right side to add a new post.

You can type a text, upload photos, give a link, search on google as well.

ThingLink

What is ThingLink?

ThingLink is a free and user friendly digital tool that provides users with the ability to turn any image into an interactive graphic. Create multiple "hot spots" on specific parts of an image and turn that image into a multimedia launcher. Include video, record audio or provide a link to any website with the click of a button. Easily embed an interactive ThingLink graphic into any blog or website. ThingLink is a truly amazing tool that allows users to pack a lot of content into a small space.

Ways to Use ThingLink for Teaching and Learning

Once you experiment with ThingLink I'm sure you will come up with many ways to use it for teaching and learning. Here are some ideas and interactive examples to get you started.

1. Use ThingLink as a Multimedia Curriculum Launcher

ThingLink provides teachers with opportunities to design multimedia rich student driven learning experiences that offer flexible learning paths to meet the diverse learning needs of all students. A ThingLink graphic can provide students with background knowledge and opportunities for challenge all in one place. To make sure students are accountable for learning, use an Essential Question or scavenger hunt to guide the learning.

2. Use ThingLink to Introduce a Technology Tool

Using an interactive graphic to introduce new technology to a group of teachers or students can be a very effective and appealing to those who are hesitant to learn to use new technology. The ability to pack a large amount of multimedia content into one graphic and the addition of colored nubbins to the ThingLink features provides a way to differentiate instruction visually, allowing teachers and students to explore areas of interest.

3. Use Thinglink for Professional Development

A ThingLink graphic packed with resources and combined with sufficient time for constructive play is an excellent way to introduce a new technology tool to teachers Include video tutorials, written directions, links to examples and podcasts to provide participants with all the resources they need in one easily accessible and compact graphic.

4. Use ThingLink to Publish Student Work

Students who create and publish for an audience are likely to do their best and most careful work. Why not promote your program and provide visitors with a peek into your classroom by using ThingLink to regularly publish student work? Do remember to protect student identities when publishing their work on the Internet.
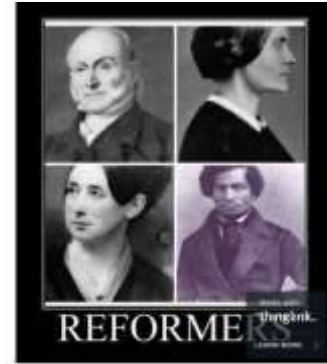
5. Use ThingLink to Create Interactive Student Reports

Students today should have plenty of opportunities to engage in research. It's a good idea to occasionally offer alternatives to the traditional written research report. Use ThingLink to let students create interactive, multimedia reports that utilize their personal strengths.

Getting started

First you have to go ThinkLink webpage and register or you can directly log in with your facebook or other social media account.

When you are done with this, you will see this surface.
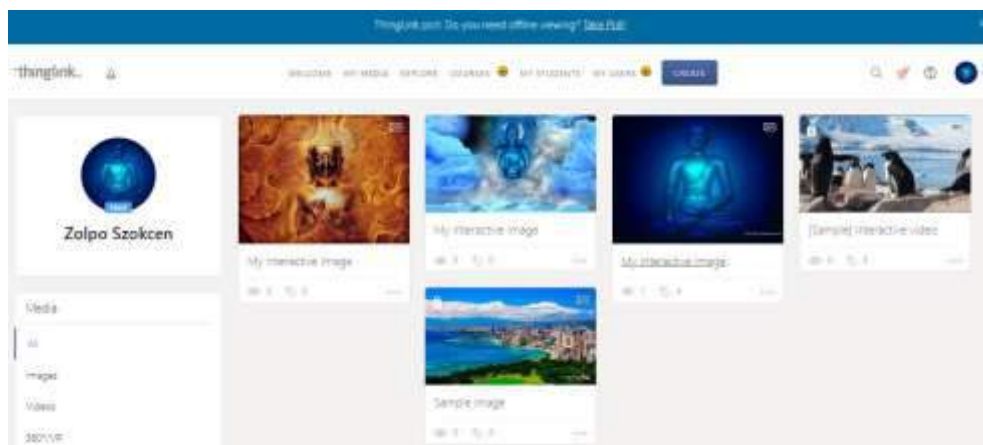
Now click on Create and several options will appear.

Upload image
Upload video
Upload 360° / VR image
Upload 360° video
Import from Url

When you are done with this you can choose your preference to edit by clicking on it.
When you are ready, click ont he pencil icon
on the upper right side.

SHARE

You will see ADD TAG on the left . Click on it _____
and you will see the several options you can choose for your presentation. You can embed

Text and media
Content from website
Create tour
Text label

In the settings you can change your colour scheme, tag animation, hide or show ThingLink logo, and upload audio.

When you are ready with a tag, click on **SAVE AND CLOSE**.

You can always modify a tag or delete it if you want to. You can also move your tags in the picture, wherever you want to. This is a very useful webtool when you have a picture with lots of interesting things in it, and you want to speak about them. You can use your tags in any kinds of order. Searching for information doesn't require lots of time.

When you are ready with the tags you need, just click on the tag icon to open your tag.

Vilkaviskio r. Sudavos pagrindine mokykla (LITHUANIA)

MAKEVT

PREZI

MAKEVT

Quick start with Makevt

Create an account

Before making your first virtual tour you need to create your personal account. Your account will be created immediately. Please, use your real e-mail to avoid missing notifications about your tours.
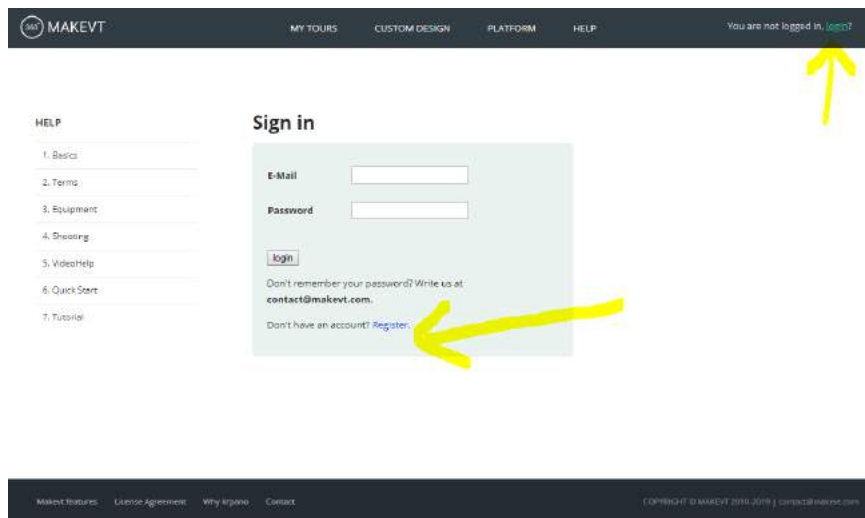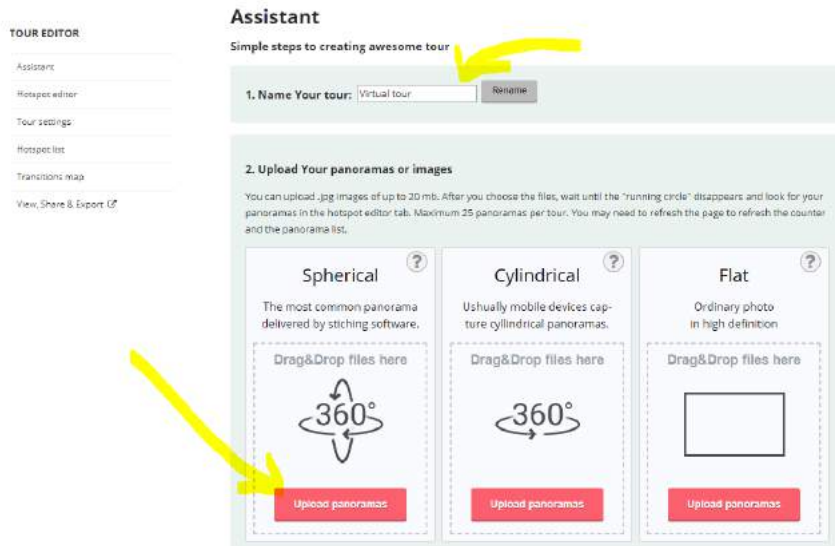

Creation of a virtual tour

1. Please, login.

2. Create a new tour by clicking "Create a new tour". You will enter the editor;
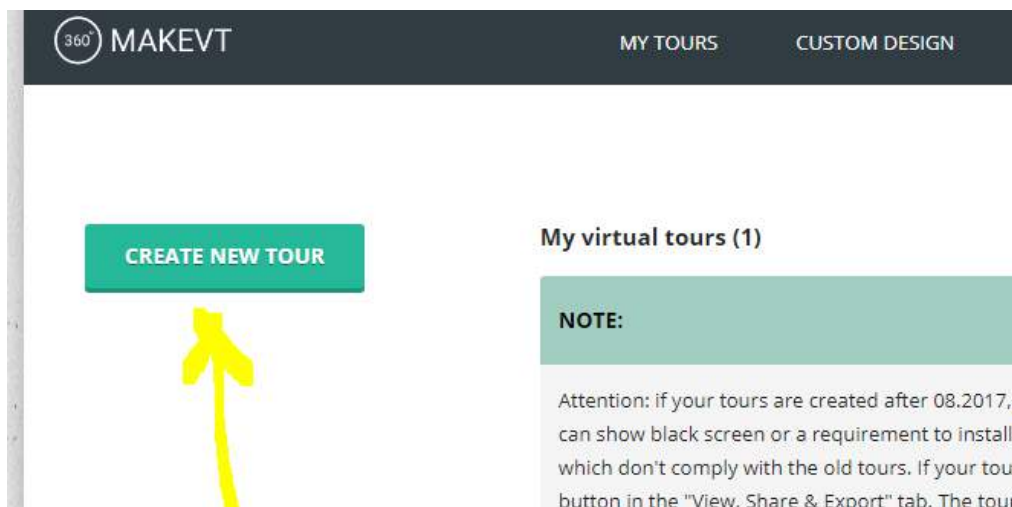
3. Upload your panoramic .jpg files. To do this click on "Upload panoramas" in the Assistant tab;

Note - you have to wait a bit until the panoramas will be uploaded.
*Note - in current version only *.jpg format is supported*

4. Add hotspots. To do this you should click "Go to the hotspot editor" in the Assistant tab (or "Hotspot editor" in the left menu) and select a panorama in the left menu with thumbnails. This panorama will open in the hotspot editor;
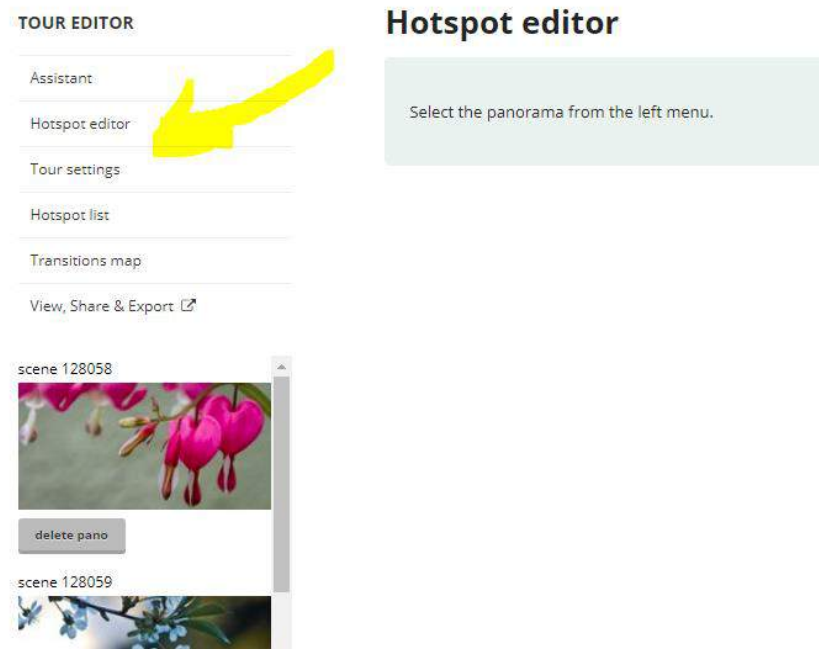
Note - you have to wait until the selected panorama is preprocessed to be available in the hotspot editor. If it takes too long - refresh your page (F5 on your keyboard)

5. In the hotspot editor you can create polygonal and point hotspots ;
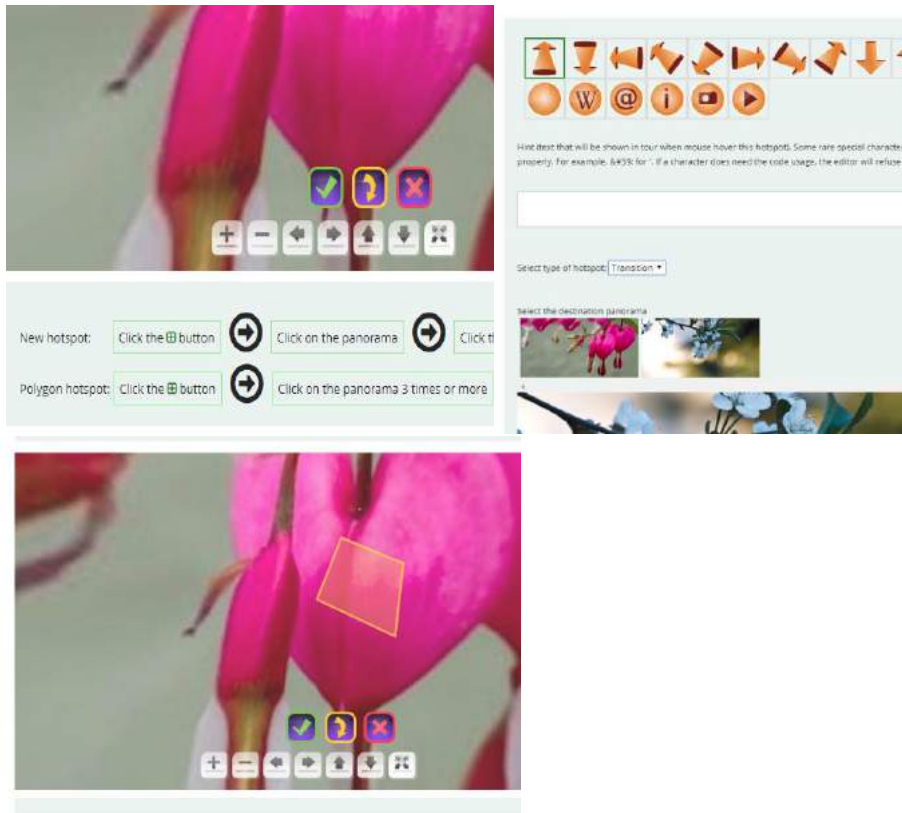
6. Create required hotspots by repeating steps 4 and 5 with other panoramas. You may check the hotspots by using the "Hotspot list" or the "Transition map" in the left menu;

   Note - don't forget to click "redraw" in the "Transition map" tab every time you open it to see the latest changes

7. Set the name of the tour and the panorama, which should be seen first. To set the initial direction of the view you should set the "eye" (it corresponds with the center of the view) to a point on the first panorama;

8. To see your tour click "Publish your tour" in the Assistant tab and then "Publish and view";
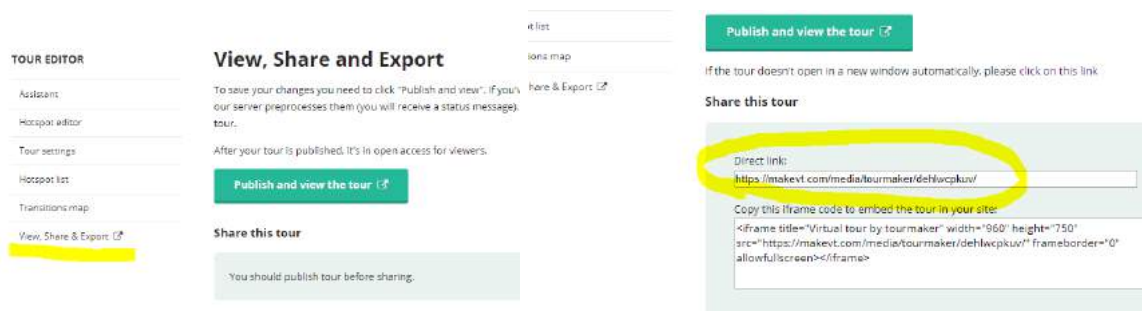
9. Share the tour.

PREZI

Prezi is a highly innovative new way to present information to students, colleagues, and friends. Prezi allows you to combine pictures, graphics, charts, music, videos, and words to present an idea, lesson, or story. Creating your own prezi is easy and anyone can do it by simply going on to prezi.com and signing up for an account.

SIGNING UP FOR A PREZI ACCOUNT

1. Click on a web browser and go to www.prezi.com

2. Once on the website, select the Get Started button. (Located in the top right)

3. Once you have selected Get Started your screen should now say choose your prezi liscence. The details about each of the liscences is listed below. (Figure 1) If you plan to use prezi only a few times, the public free account would be the best option. However, if you plan to use create many different prezi presentation and use more in depth features, you may want to sign up for a more advanced version. For now click on the upper left tab, that says Basic and select the free verison. (Figure 2)
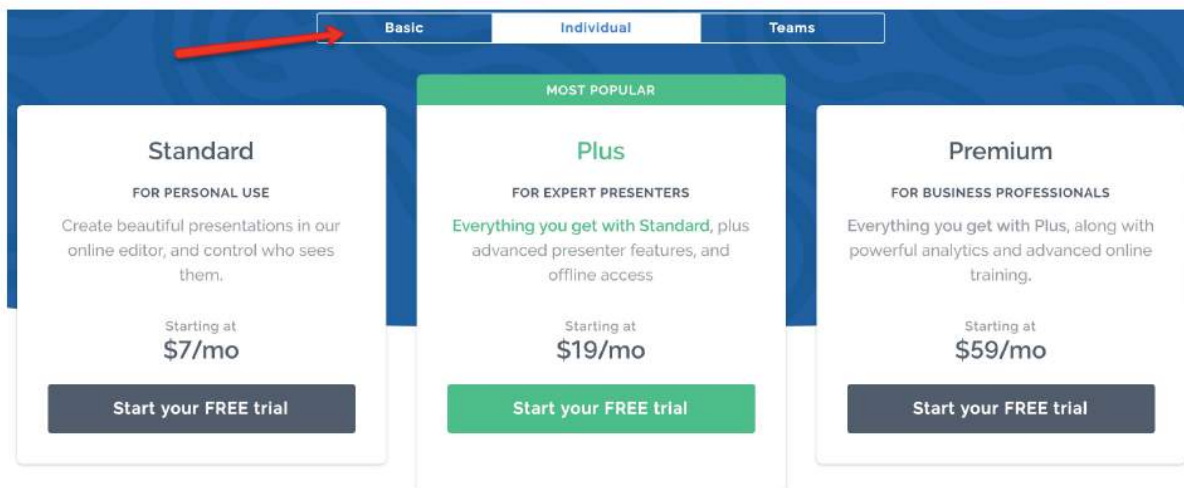
Figure 1
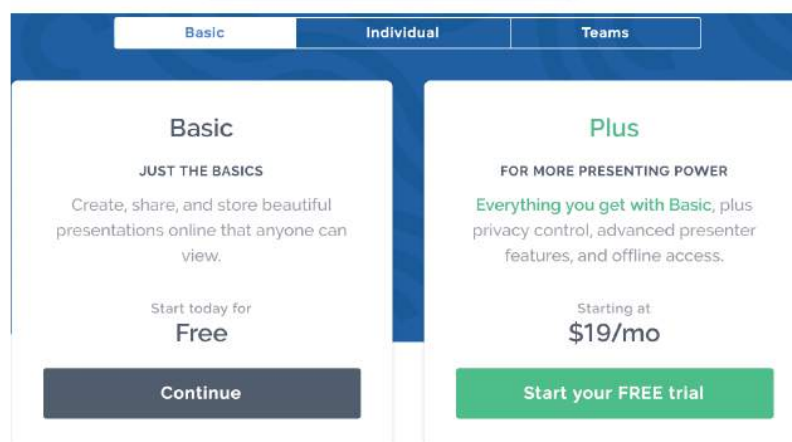
Figure 2

4. After you have selected the Basic Liscence, Enter in your personal information to sign up for a free prezi account. Check and read the I agree to the terms of use and then select the sign up button. (Figure 3)

Figure 3

1. You have now signed up for your very first prezi account. Congratulations!
The next step is to create your new prezi. You can do this by clicking the box on the left hand side of the screen that says New Prentation. (Figure 4)

2. Once you select this it will take you to the templates page. Prezi offers a variety of different templates to choose from. Choose the one that will work best for your presentation. Once you have decided, select the template that you want and hit the choose button. (Figure 5)
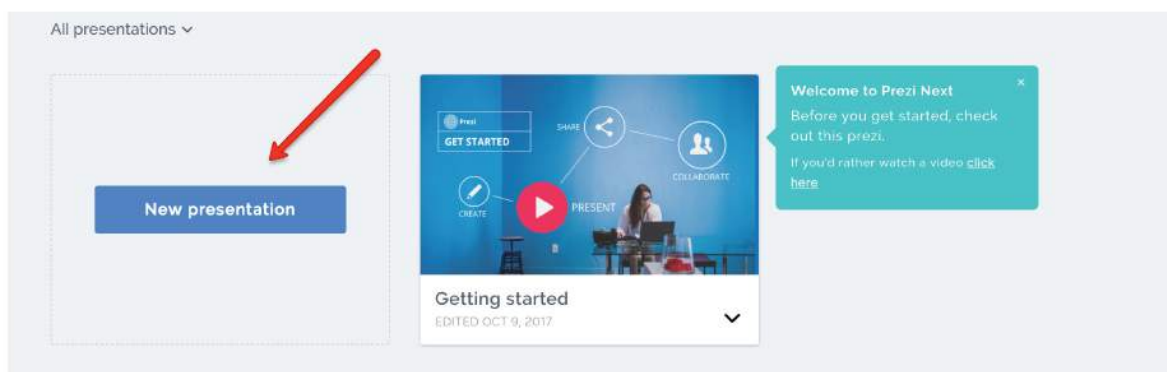
Figure 4
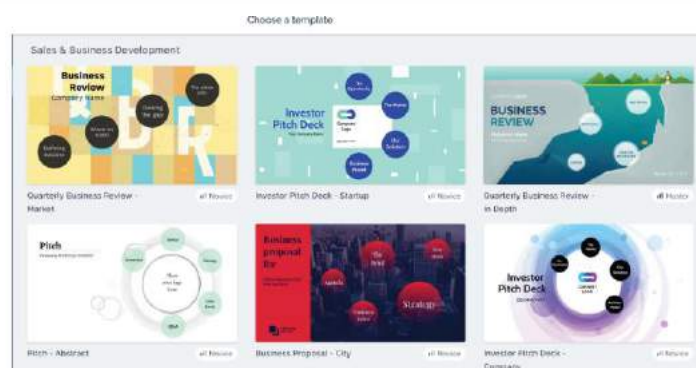
Figure 5

USING THE THEME TOOLS

1. Using the theme tools in Prezi allows you to give your presentation a particular theme and color design that works best for your presentation. To give your presentation a theme, start buy going to the top of the page and selecting Background & Theme. (Figure 6)

Figure 6

2. Once you select Background & Theme, you should see a menu bar appear on the right hand side of the screen. From there you can insert your own background image and also choose theme colors. (Figure 7)
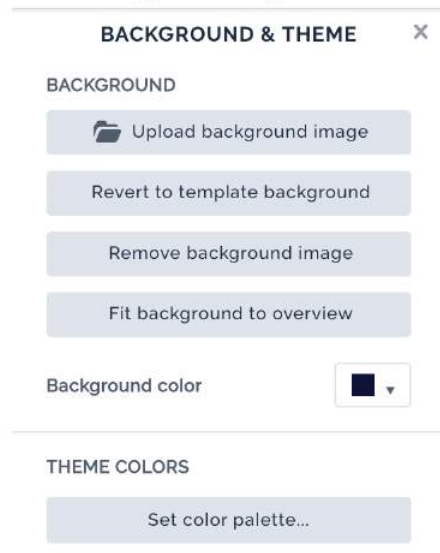

Figure 7

Adding Images on your Prezi

1. Prezi gives you the option of adding different pictures onto your presentation. To add an image onto your Prezi, go to the menu at the top of the screen and select the Insert Button. (Figure 8)

2. After selecting insert, select the Image option.
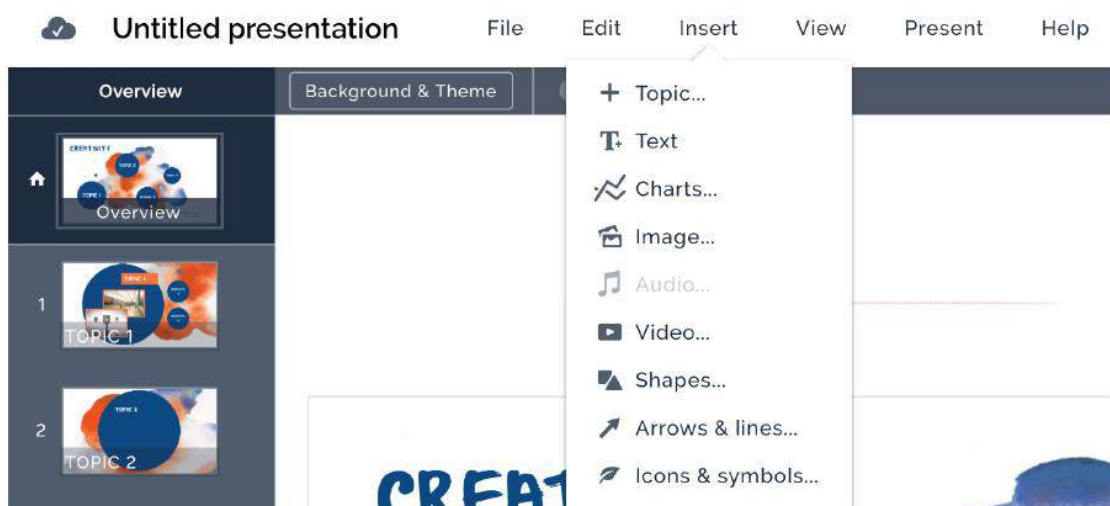
Figure 8

6. Select insert once you have chosen the photo of your choice.

6. Select insert once you have chosen the photo of your choice.

7. Once you have chosen your image, you can adjust the size and placement of the photo by simply clicking on the photo and adjusting the size with the blue box that will appear around the image. Move the image and adjust it to where you would like it to be placed on your prezi.

8. You can crop or delete the image by clicking on the image. a box will appear above saying crop or delete. Select the one you wish to use.

Adding Text to your Prezi

1. Adding text to prezi is very simple. Simply double click on the spot where you want the text to be added and a text box should appear.

2. Once you double click words above the box should appear. You can choose whether you want your text to be title size, subtitle size, or body size. Title is the biggest, body the smallest. Also if you want to adjust the size of your text you can use the big A or little A button. The big A will increase the text size and the little A will decrease the text size.

3. The box button next to the size buttons allows you to change the color of your text. Click the box and select the color you prefer.

4. If you click the > symbol to the right of the color box, this will bring up more options for you to use.

5. This will give you the option of creating bullet points for your text or will allow you to center your text to the right, left, or center.

6. Once you have added your text, click on another space on your prezi to click out of it. You can then adjust and move your text to whatever location you would like by simply clicking back on the text and moving it.

Figure 9. Text Options

Adding A New Frame

1. Adding a new Frame to your prezi allows you to add different slides to your presentation. This will allow you to give your presentation or story an order for the viewers to follow.
2. To add a new frame, go to the Overview tab and at the bottom there is a button that says; + Topic. This buttom allows you to add in new "Slides" (Figure 10)

Figure 10
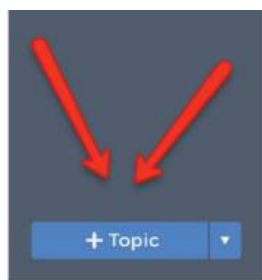
1. To insert a youtube video on your prezi presentation, go to the insert button on the top menu and select. (Figure 11)

2. Select Video... A tab should open up on the right hand side, that allows you to insert your YouTube video.

3. Go to YouTube. Once you have found the video, copy the web address link for your video.

4. Go back to prezi and paste this link in the "post youtube link" box. and select the insert button. Move the video to the location you want by clicking on it and dragging it to the right location.
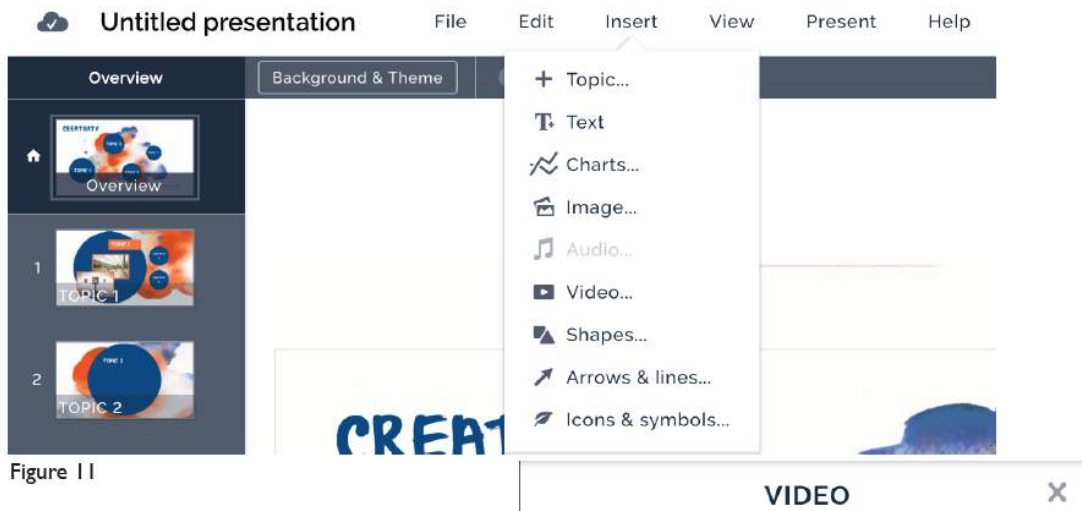
Figure 11

1. To add background music to your prezi, go to the insert button at the top of the menu and select. (Figure 13)

2. Select Audio

Or to add audio to a certain section...

1. Select the "Topic"

2. Along the top next to Background & Theme there is a music note, click on it and it will open a bar on the right hand side.

Figure 13

42
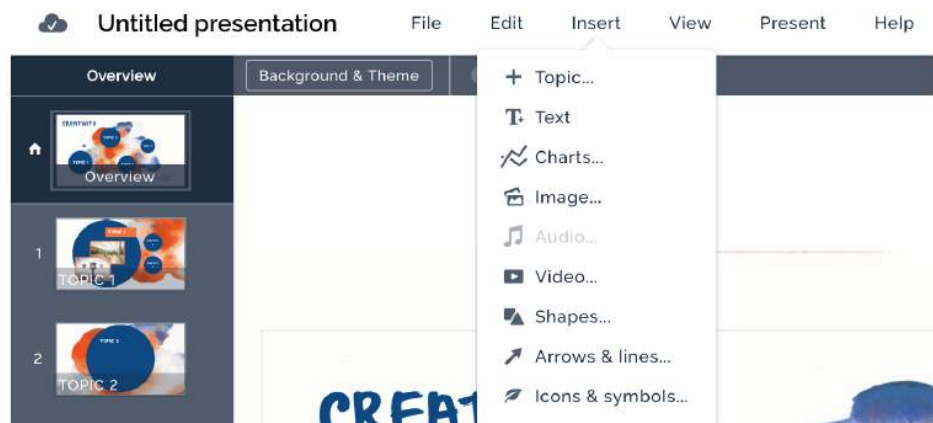
1. Congratulations! You just completed your first prezi presentation. Now it is time to present all of your hard work!

2. To present your prezi, click the present button at the top left corner of the screen. (Figure 15)

3. Use the arrows on your keyboard to move from one slide/frame to the next.

4. To exit your presentation, hit the escape key one the upper left hand corner of your keyboard. Congratulations on your presentation!
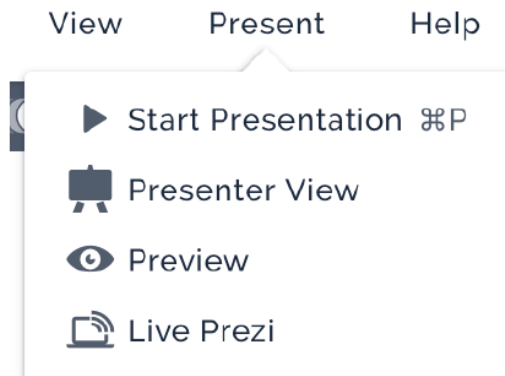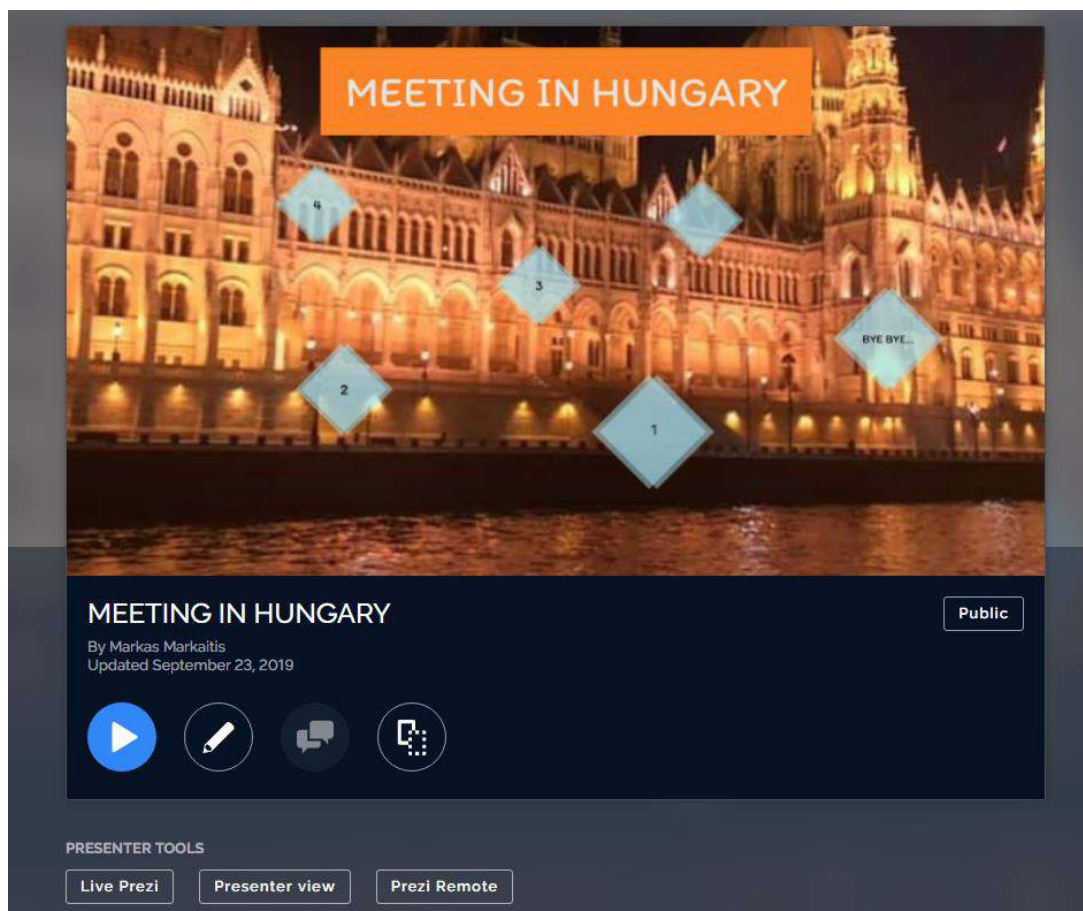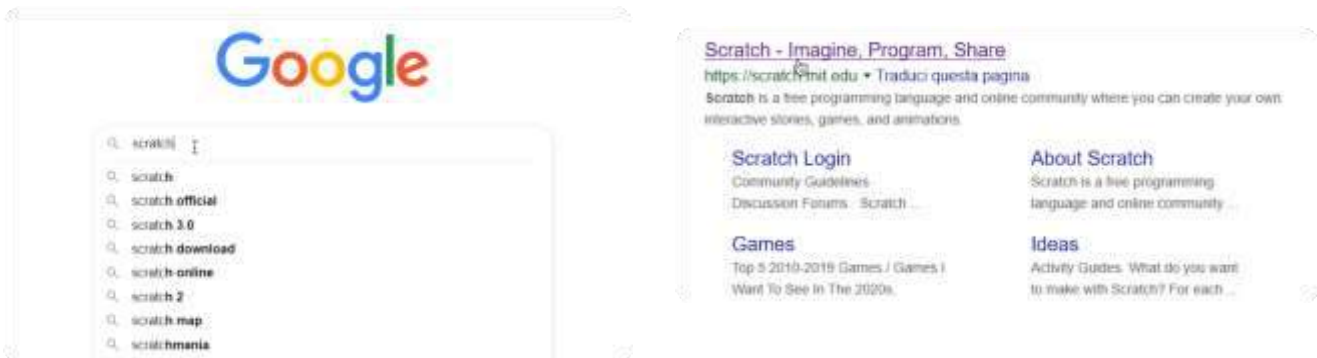

Figure 15

Istituto Comprensivo
Casalini
(ITALY)

SCRATCH

ANIMOTO

Step One:

Google "Scratch" on your device's browser and click on the first result

Step Two:

Click on the "Join" button and choose a username and password

Step Three:
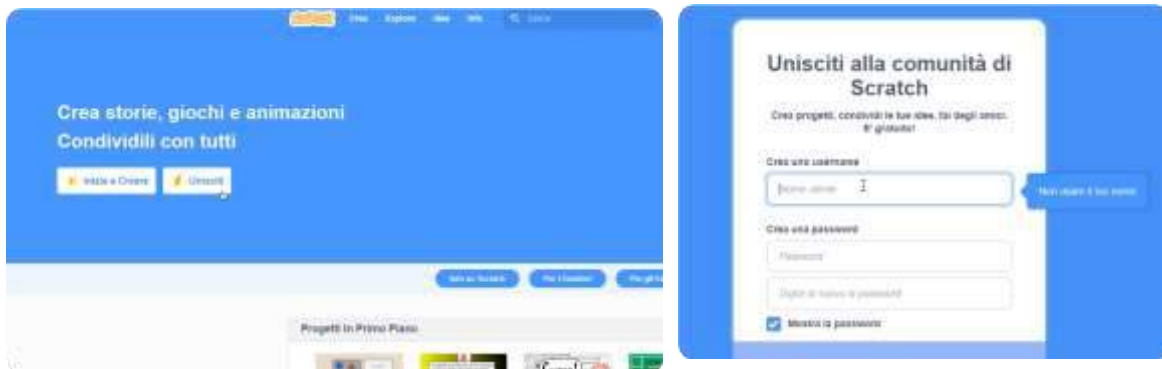
Proceed with the registration and Voilà! You've successfully created a Scratch account!

HOW TO MAKE YOUR VIDEOS:

N°1
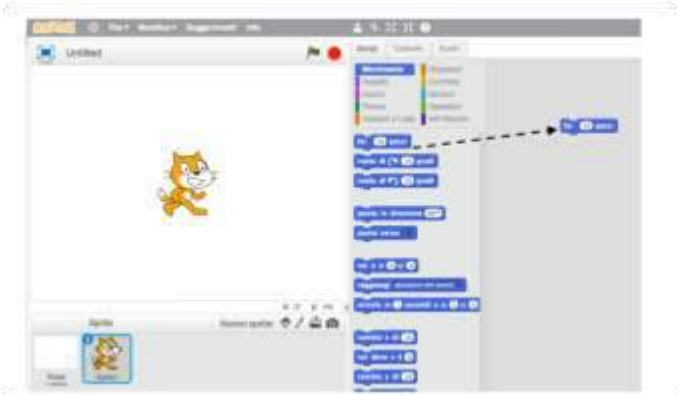
Drag a DO block ... STEPS to the script area

Click on the block to move the cat

N°2
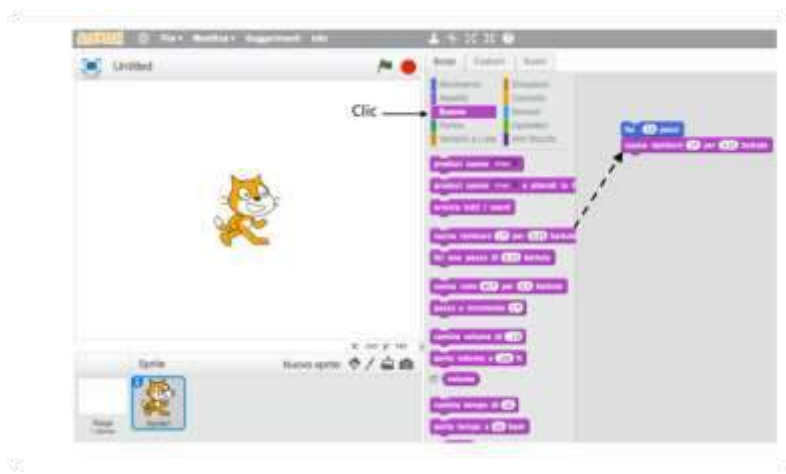
Drag a PLAY DRUM block and attach it under the DO … STEPS block

Click and listen. If you don't hear any sounds, check that your computer's audio is active.

You can choose the different drum sounds from the menu

N°3

Add another DO block ... STEPS. Click inside the block and type the minus sign.
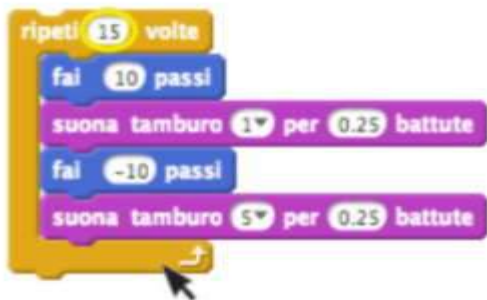
Click on any block to run the stack.

Add another block
PLAY DRUM,
then choose a drum sound.
Click to run.
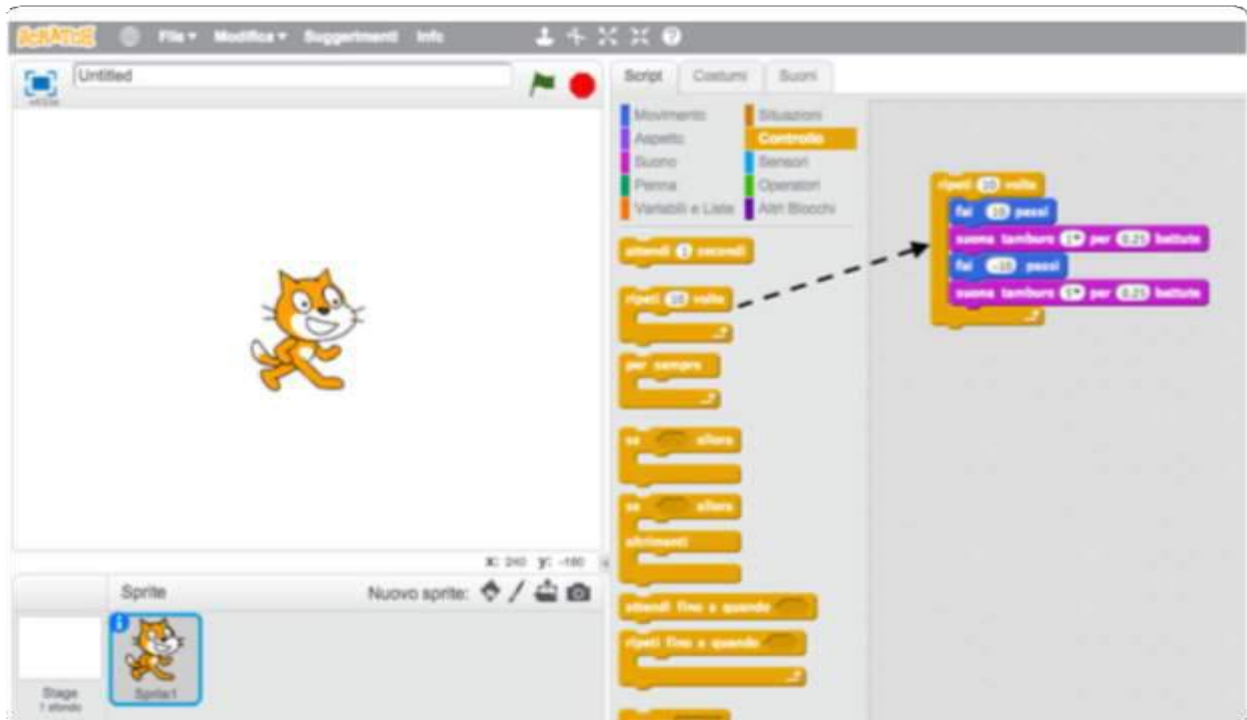
Drag a REPEAT block and attach it to the top of the pile. Have the mouth of the REPEAT block embrace the other blocks. To move the stack, take it from the top block.

You can change the number of times it repeats. Click to run.
You can click on any block to execute the stack.

№5
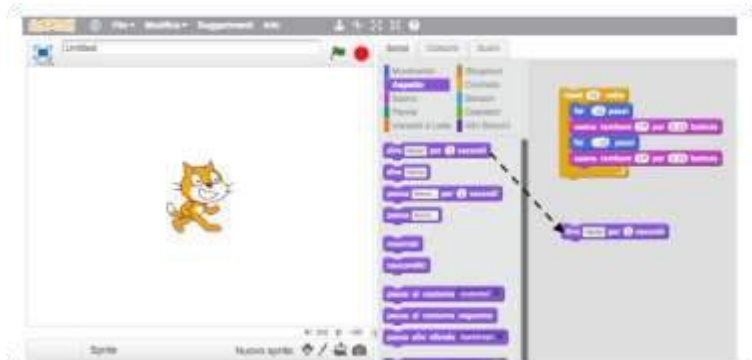
Click the APPEARANCE category and drag a SAY block.

Click the SAY block and type to change the words. Click to try.

Then attach the SAY block to the top of the pile
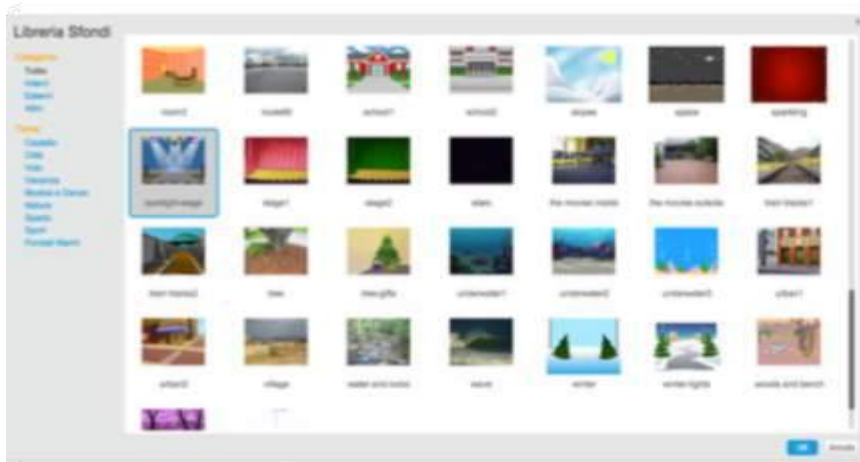
N°6
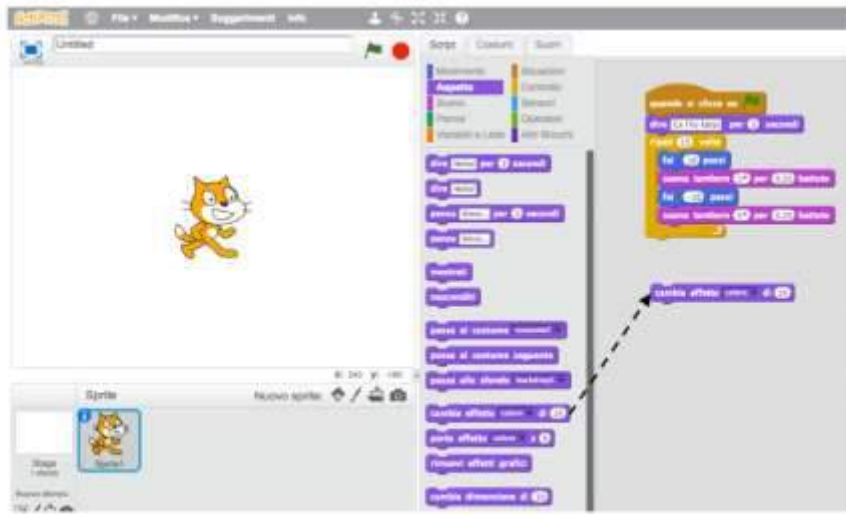
Drag a CHANGE EFFECT block

Click to see how it works.

№7

Click to choose a new background

You can add a background to the Stage.

Choose a background from the library (for example "spotlight-stage").
Click OK.

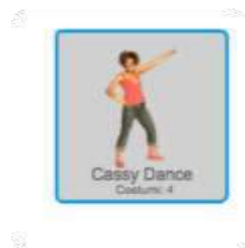The new wallpaper will appear on the Stage

Every object in Scratch is called "sprite".

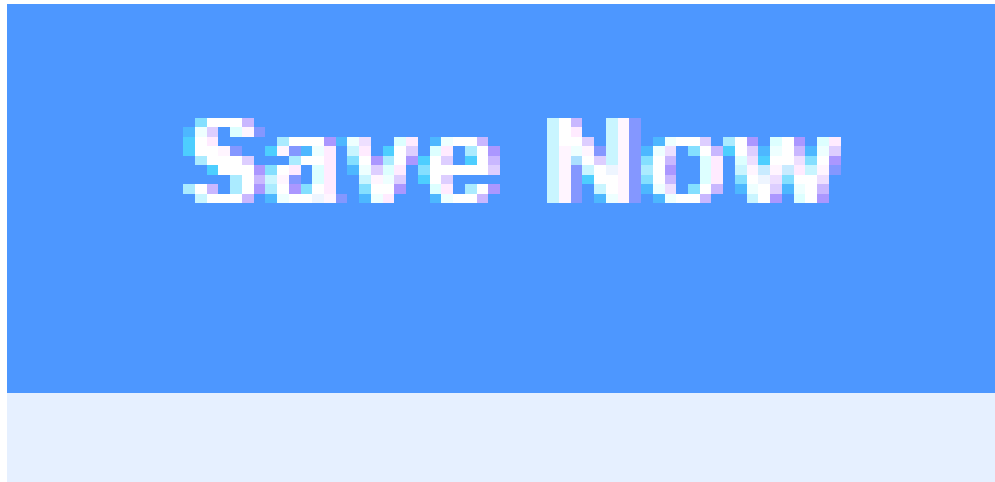To   add a new sprite click one of these buttons.

To add this sprite click

then click People and select "Cassy Dance."
You can drag the characters where you want
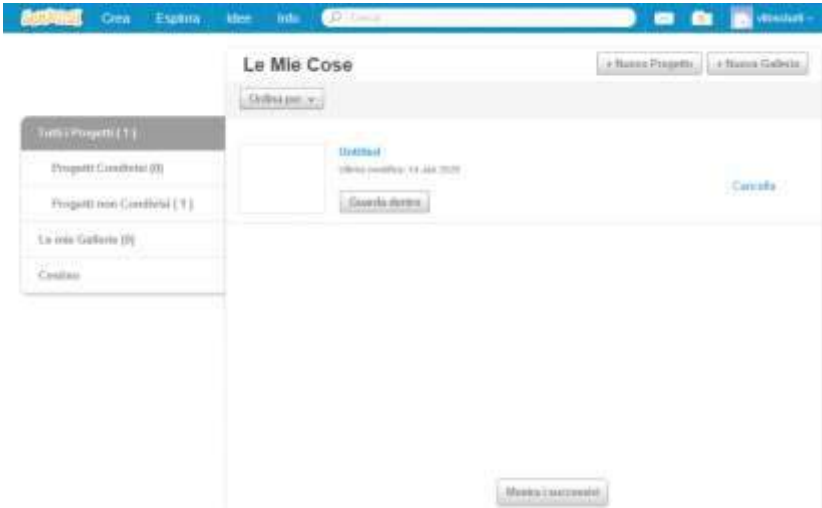
LOGOUT:
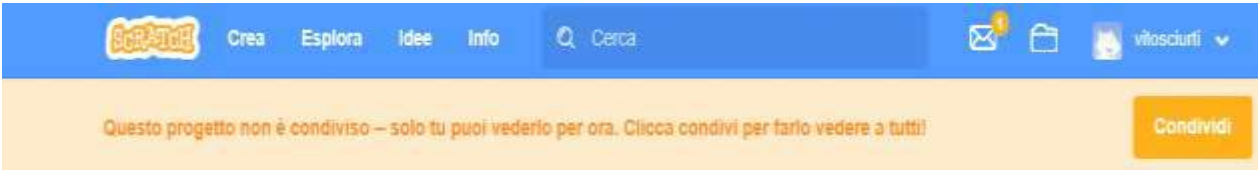**ONCE YOU FINISHED YOUR WORK, YOU CAN SAVE IT BY CLICKING ON THE "SAVE NOW" BUTTON ON THE TOP RIGHT**

AFTER YOU DO THAT, YOU GO ON THE TOP RIGHT, CLICK ON YOUR USERNAME AND CLICK "MY STUFF"
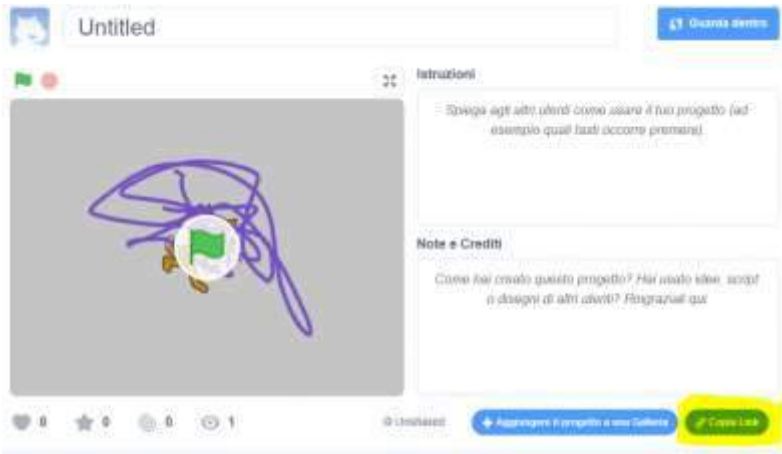
WHEN YOU CLICK THAT YOU WILL SEE A LIST OF ALL THE PROJECT THAT YOU HAVE DONE. SO YOU CHOOSE THE ONE YOU WANT TO SHARE

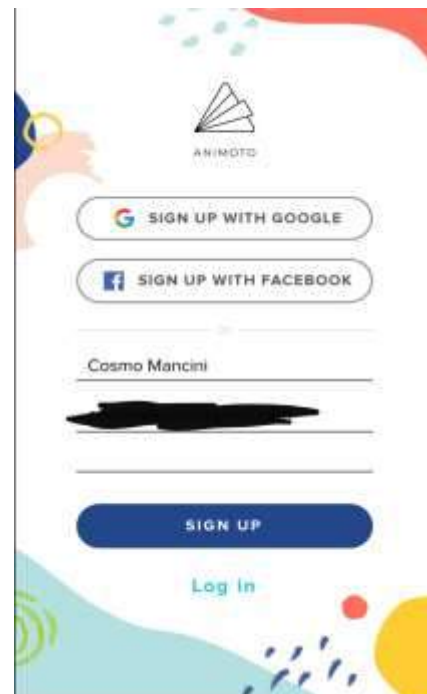## SO YOU WILL SEE A BANNER WITH THE OPTION "SHARE"

AND THE LAST STEP IS TO CLICK "SHARE" AND SHARE YOUR LINK WITH EVERYONE YOU WANT BY CLICKING ON "COPY LINK"

ANIMOTO

LOG IN

1 click on "create a new account"
2 insert your name, your e-mail and your password 3 accept the privacy policy
4 select "my personal use"
5 insert what would you like to share for your first video 6 you're done, have fun!

Create stunning Instagram
Stories in minutes.

G SIGN UP WITH GOOGLE

f SIGN UP WITH FACEBOOK

CREATE ACCOUNT

Log in

By continuing, you agree to our Terms of Service
and Privacy Policy.

Who are you making
videos for?

MY BUSINESS
I'm a small business owner.

MY CLIENT'S BUSINESSES
I'm a marketing consultant.

MY EMPLOYER
I'm on an in-house marketing team.

MY PERSONAL USE
I'm highlighting memories and events.

ANIMOTO

G SIGN UP WITH GOOGLE

f SIGN UP WITH FACEBOOK

Cosmo Mancini

**SIGN UP**

Log in

ANIMOTO: HOW TO CREATE A VIDEO

Step. 1

By clicking on "Create" at the top on right you can start creating the video while on the left there is a menu that allows you to choose from the following options: "MY VIDEOS" that contains the finished or under construction videos, "ACCOUNT" that allows you to manage your own profile and "HELP" to request assistance.
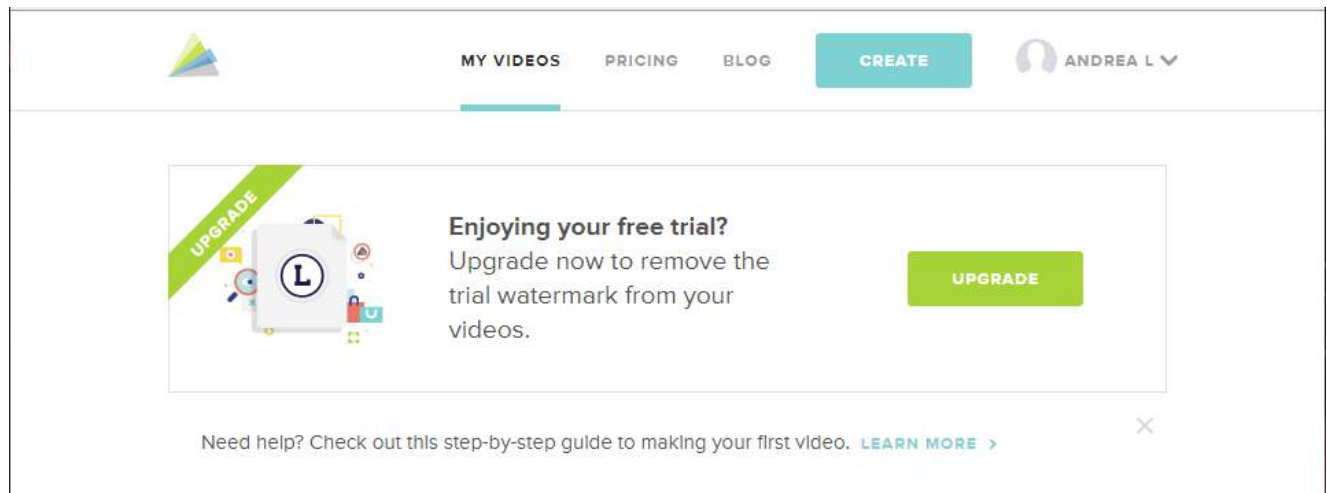

Step. 2

At this point it is necessary to choose a style from those available. By clicking on one of them, you can preview it. Once the style has been selected, you can proceed by clicking on create video.
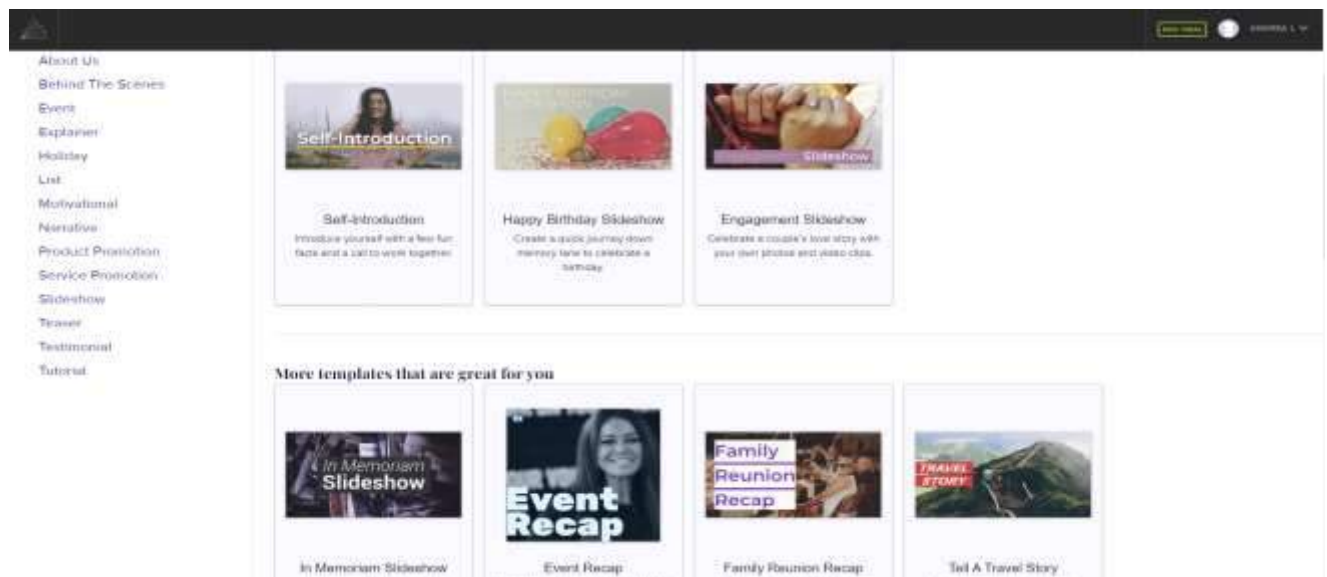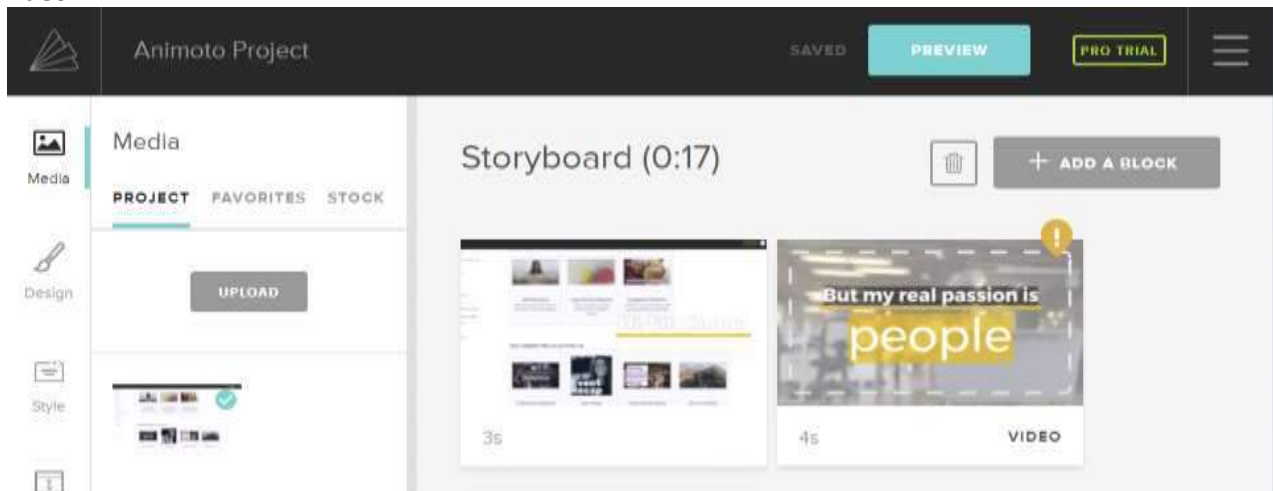
Step. 3

To start making the video, adding images and videos, click on "Upload". After drag the images or videos to one block and after you can chose to add a text by the icon with the "T". To change the name of the video and other settings, click on "Animoto Project".
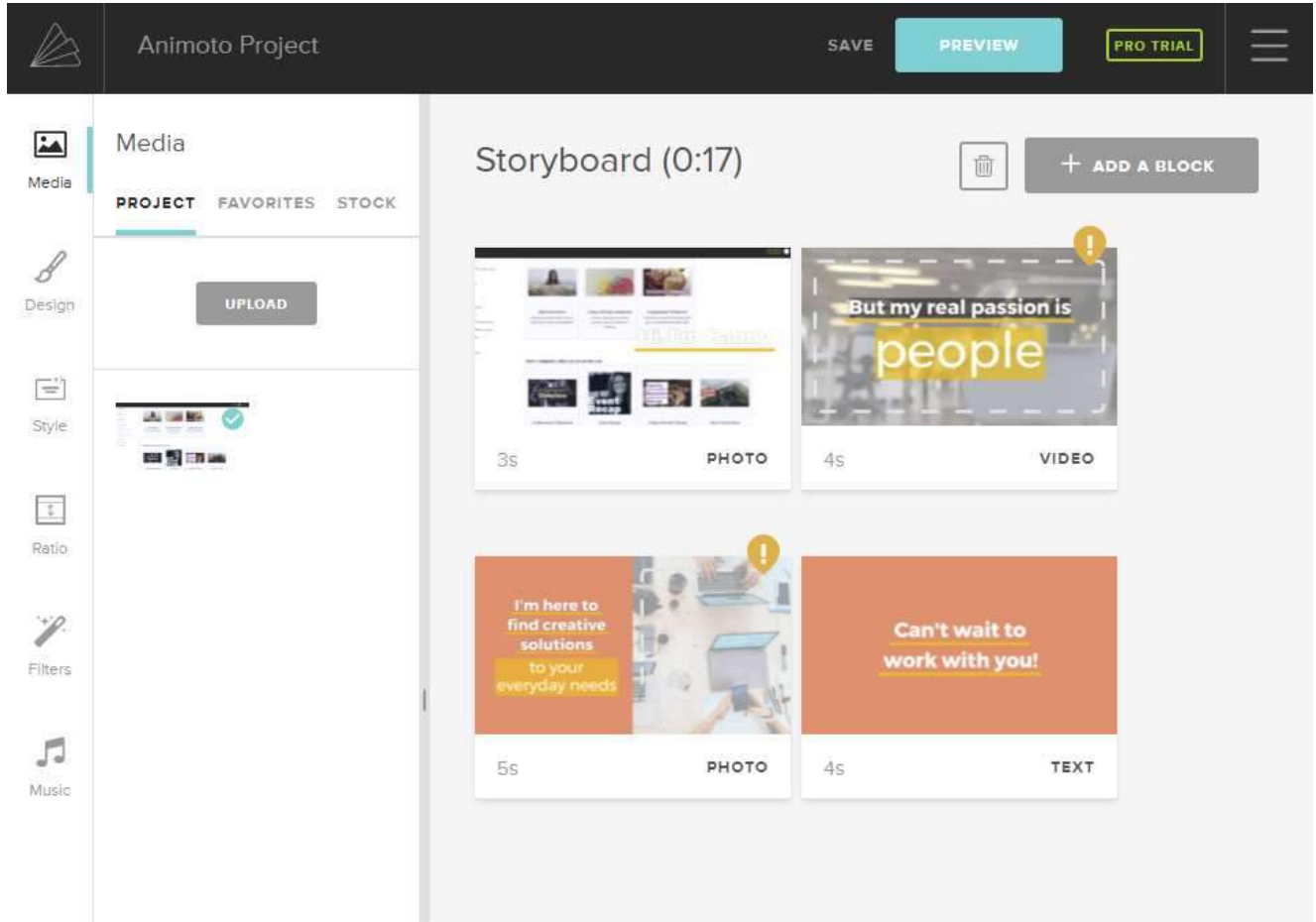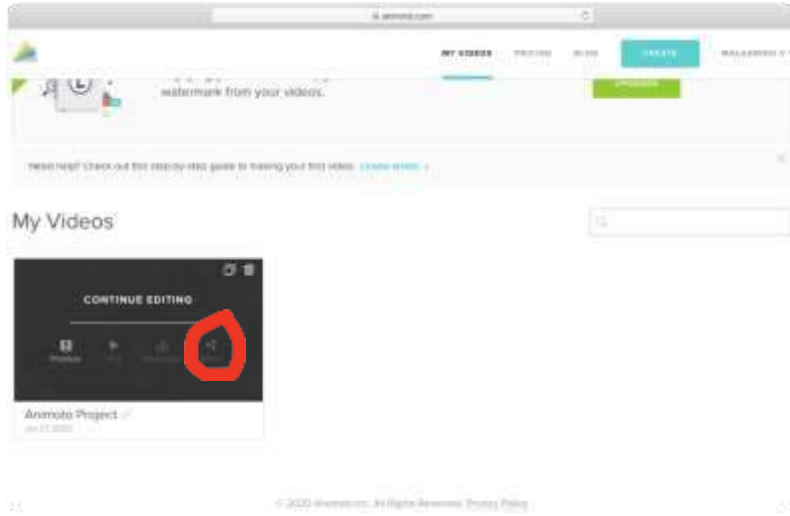

Step. 4

Once the video has finished, click on the button "Prewiew" to view the prewiew and "SAVE" to save the video.
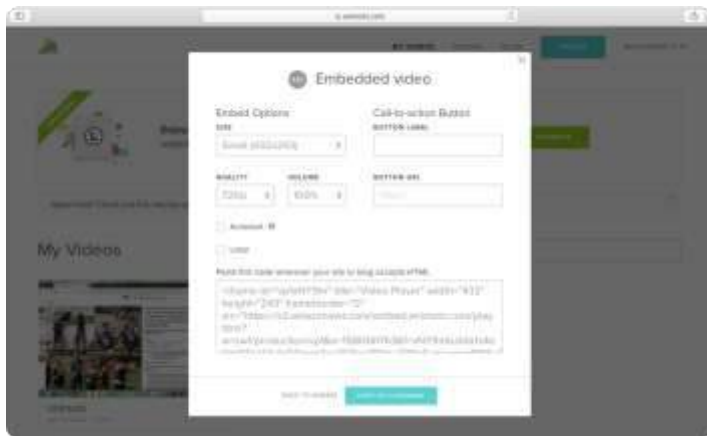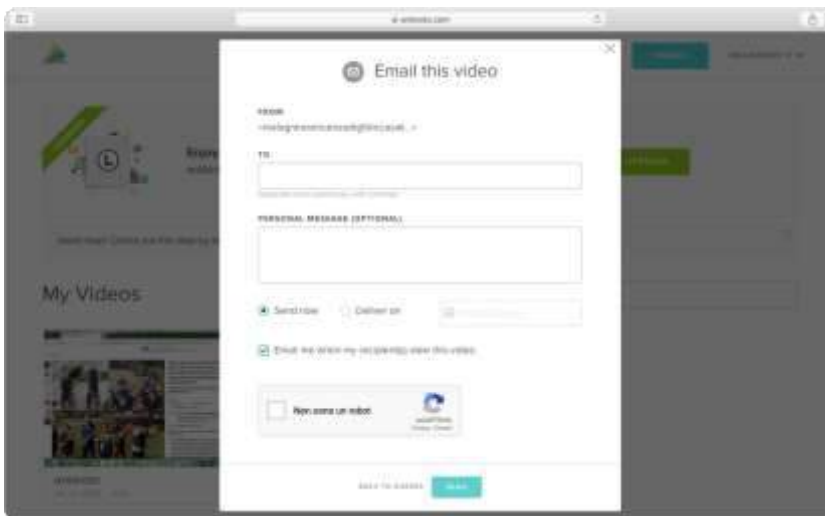
ANIMOTO:LOG OUT

When you arrive on this image click on "share"

Now select where do you want to share your video

If you click on "embed" you can change size, quality, button label, volume, button url and you can active loop and autostart

If you click on email, you will send your video by email.
The email is from the email with you did login.

If you click on link you will copy the link of the video.