

eSkills: Making e-learning tools using Adobe Captivate 6

Learning outcomes:

By the end of this workshop you will be able to:

- Use Captivate 6 quiz templates, graphics and animations
- Produce a Captivate tutorial in HTML5 format
- Understand and use interactive Captivate 6 tools
- Know how to embed Captivate 6 HTML5 file into Course Builder and a Library website



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Exercise 1: Create project title slide: "How to become a ceroc dancer?"

1. Open Captivate 6 and start a Blank Project, resolution 640 x 480.
2. Go to Themes >> Show/ Hide Themes Bar.
3. Select one of the pre-set slide design themes (or leave plain/blank if prefer).
4. Click on Insert Text functionality  and type in the tutorial title: "How to become a ceroc dancer?"
5. Select title font colour, size and type.
6. Double-click on inserted text to open the Text editing panel. Select the design properties you prefer.
7. Save Captivate 6 project (name it) on your desktop.
8. Right-click on the 'slide' area and select Slide Transition from the drop-down menu. Click Save again.
9. Look at the Timeline. Here you can adjust the duration of each slide, object and animation by selecting and dragging the Slide strip back and forwards.



10. Click on Filmstrip to view the new slide. This is where all slides you create in future will be shown.
11. To preview the newly designed project, go to **File >> Preview >> From this slide**.

Exercise 2: Insert a video

1. Go to Insert >> New Slide From >> Caption and insert new slide.
2. Type in the slide title, eg: "What are the benefits of learning to dance ceroc?"
3. Fill in the caption text, eg: "This video will introduce you to the benefits of ceroc dancing:"
4. Go to **Video >> Insert Video** and navigate to the **CLASS EXERCISE FOLDER >> Insert video.flv**.
5. Make sure to select **Adjust Slide Duration to video duration** in the Import Settings pop-up box.
6. Insert the video into the slide.
7. Click on the inserted video and adjust the size/resolution to fit the slide.
8. Play slide to preview the video.

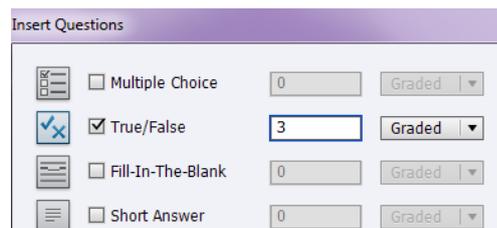


Exercise 3: Record a screencast video using Captivate 6

1. Go to: <http://www.youtube.com/watch?v=q0htEqpnKUE>
2. From Captivate 6 workspace area, click on the red recording button . Drag and drop the corners of the red recording area to select the section of the screen you wish to capture. Record a portion (any section) of the YouTube video.
3. To stop recording, click on Captivate green button  at the bottom of your screen/desktop. The new video will be automatically added to your Captivate 6 project.
4. Go to Window menu and make sure that Filmstrip option is selected. You can see the new video on the Filmstrip now.
5. Video editing options are limited in Captivate 6.

Exercise 4: Design a quiz

1. From the **Filmstrip** select the slide after which you wish the quiz to appear.
2. Go to Quiz >> Question Slide >> True/False. Type in 3 in the white box (this means three true/false question slides will be inserted).



3. You can see now new quiz slides added at the filmstrip.
4. Type in your questions at the top, eg:
"What kind of ceroc dancer are you?"
Q1: *I will be the next New Zealand Champion in ceroc dancing...True/False.*
Q2: *I am the most talented ceroc dancer in New Zealand...True/False.*
Q3: *I will be the most popular ceroc dancer in New Zealand...True/False...*
5. Type in your feedback for True and False answers in the feedback box at the bottom of the screen. MAKE SURE TO LEAVE the CORRECT ANSWER TICKED on the slide. You can reposition the feedback box to make it more visible (select, drag and drop).
6. To preview the quiz slide, go to **File > Preview > From this slide.**

Exercise 5: Record your voice

1. Go back to the title slide and extend the duration of the slide to 50 seconds.
2. Make sure your headphone set is plugged in correctly.
3. Go to **Audio > Record to > Slide**.
4. Record your voice:

This short tutorial will introduce you to ceroc dancing and help you analyse your dancing potential. It will also influence your decision to learn ceroc in future and add it to the set of lifelong skills.

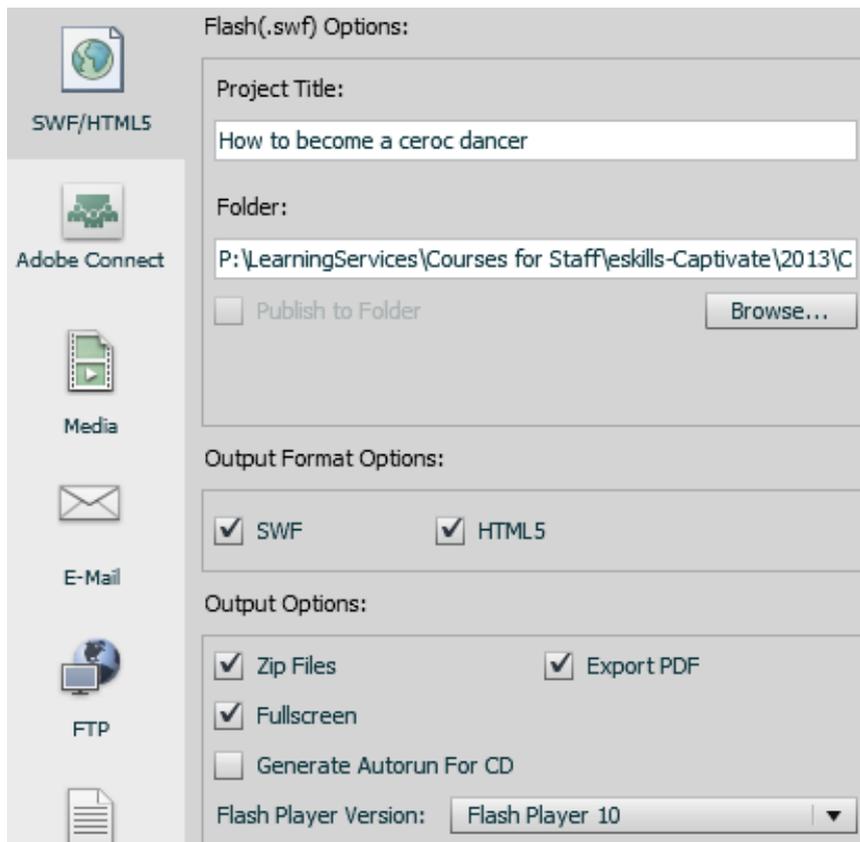
5. From the pop-up menu click on red button to record your voice. Once you complete reading the sentence, click on Stop button to stop recording. The audio strip will appear on the timeline.
6. Click Save and close the audio pop-up menu.

Exercise 6: Explore other functionalities

1. Spend 5-6 minutes exploring other functionalities available from Captivate 6 workspace area, especially **the left side toolbar**.
2. Recommend a functionality of interest to you that we can use together in the workshop and add to the tutorial.
3. Go to **Insert > Characters** and try it out.
4. Go to **Insert > Integrations** and try it out.

Exercise 7: How to publish final tutorial and embed it as a ZIP file into a CourseBuilder site

1. Once all edits are completed in the tutorial, click Save.
2. Go to File > Publish. From the pop-up Publishing menu, click Browse and navigate to the folder you will save the published file. Select desired output formats.
3. Click Publish.



4. To insert the Captivate 6 tutorial into a CourseBuilder site, from the CourseBuilder page, select **Add element > Embedded web resource**.
5. Click Browse and navigate to the project ZIP file.
6. Type in the name of the tutorial in the second box with ending .swf
7. Set the tutorial 640 width and 480 height.
8. Click ok.

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