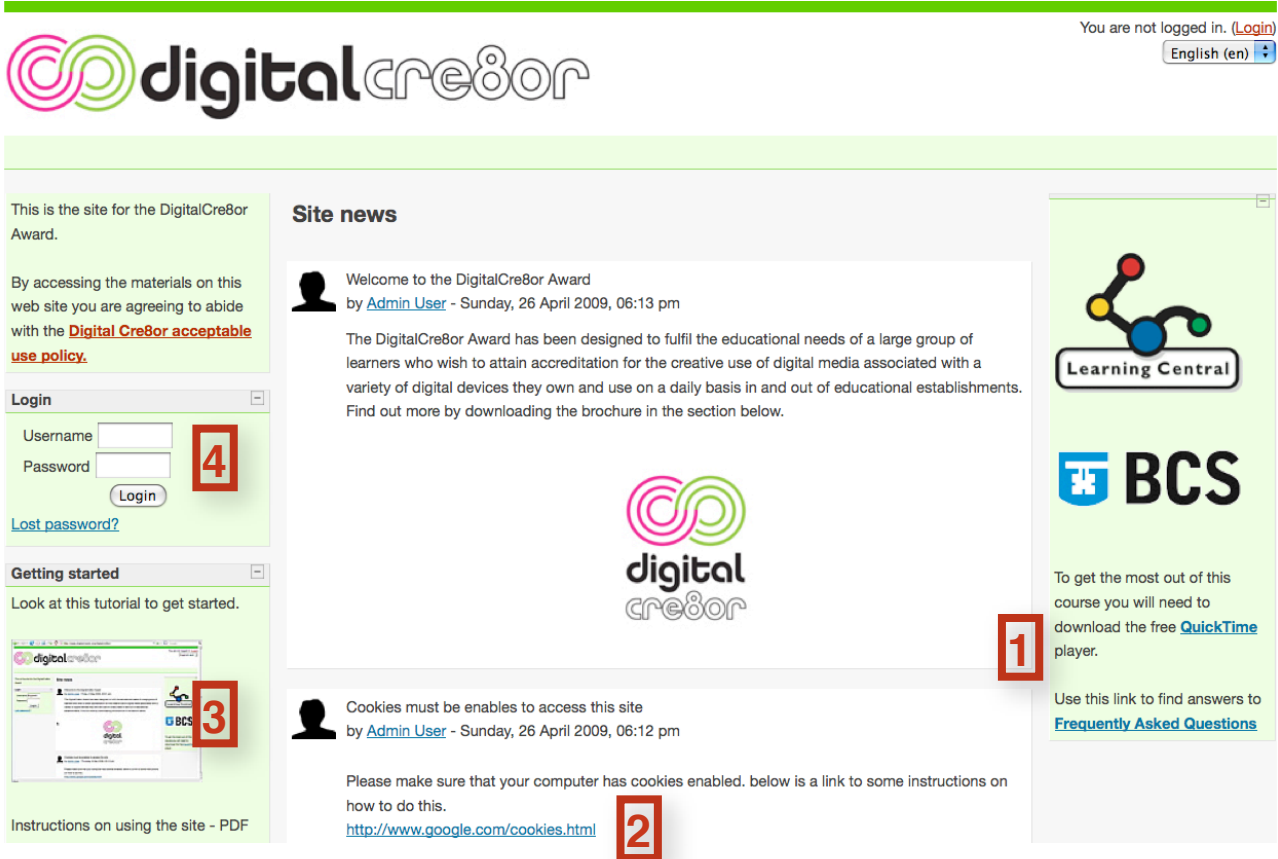


## Using the Digital Cre8or site

When you navigate to the Digital Cre8or site you will be met by this screen where there is some useful information..



The screenshot shows the Digital Cre8or website homepage. At the top right, it says "You are not logged in. (Login)" and "English (en)". The main content area is divided into several sections:

- Left sidebar:**
  - A welcome message: "This is the site for the DigitalCre8or Award."
  - A notice: "By accessing the materials on this web site you are agreeing to abide with the [Digital Cre8or acceptable use policy](#)."
  - Login section (4):** Includes fields for "Username" and "Password", a "Login" button, and a "Lost password?" link.
  - Getting started section:** "Look at this tutorial to get started." Below it is a thumbnail of a tutorial video (3).
  - At the bottom: "Instructions on using the site - PDF"
- Site news section:**
  - Header: "Site news"
  - Post 1: "Welcome to the DigitalCre8or Award" by Admin User - Sunday, 26 April 2009, 06:13 pm. Text: "The DigitalCre8or Award has been designed to fulfil the educational needs of a large group of learners who wish to attain accreditation for the creative use of digital media associated with a variety of digital devices they own and use on a daily basis in and out of educational establishments. Find out more by downloading the brochure in the section below." Below the text is the Digital Cre8or logo.
  - Post 2: "Cookies must be enables to access this site" by Admin User - Sunday, 26 April 2009, 06:12 pm. Text: "Please make sure that your computer has cookies enabled. below is a link to some instructions on how to do this. <http://www.google.com/cookies.html>" (2).
- Right sidebar:**
  - Logo for "Learning Central".
  - Logo for "BCS".
  - Text: "To get the most out of this course you will need to download the free [QuickTime](#) player." (1)
  - Text: "Use this link to find answers to [Frequently Asked Questions](#)"

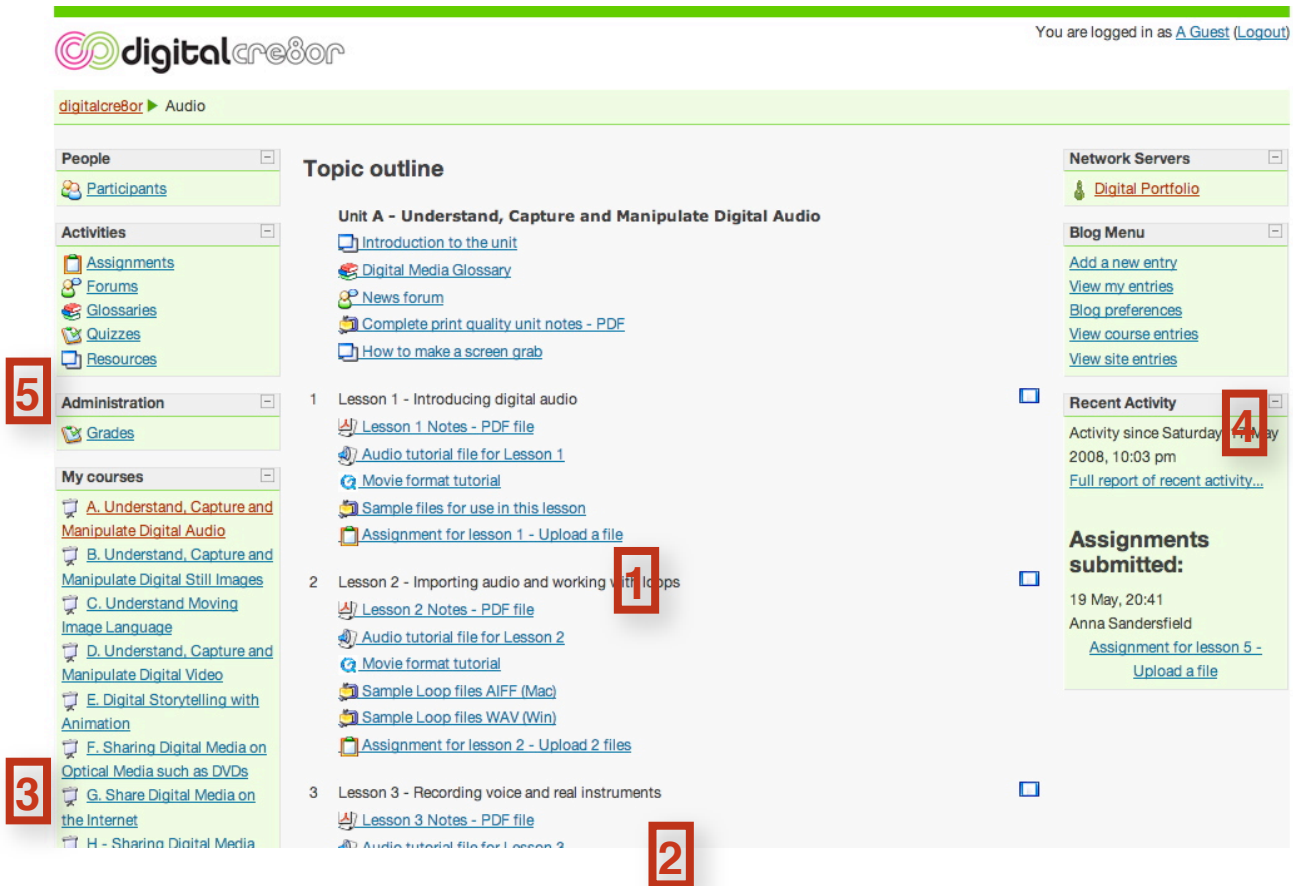
1. You will need to download QuickTime to get the best from this site.  
<http://www.apple.com/quicktime/download/>
2. To make the site work you should enable cookies. This is a link to help you.
3. This is a flash based introduction to the site.
4. This is where you log into the site.

You will then be presented with the course showing the Units you have been registered to complete. There are eight units in total.

- A. Understand, Capture and Manipulate Digital Audio
- B. Understand, Capture and Manipulate Digital Still Images
- C. Understand Moving Image Language
- D. Understand, Capture and Manipulate Digital Video
- E. Digital Storytelling with Animation
- F. Sharing Digital Media on Optical Media such as DVDs
- G. Share Digital Media on the Internet
- H. Sharing Digital Media Using Multimedia Presentations

You should click on the link to the Unit you are going to complete first.

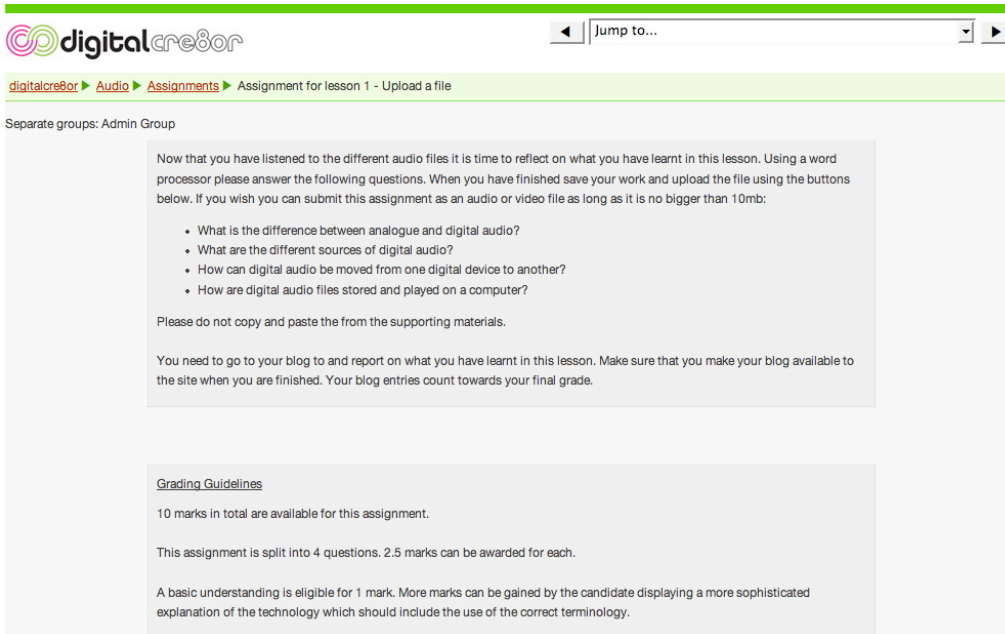
When you have done this you will a page that has three columns. The centre column is the content of the unit and where you will spend most of your time. Each Unit is broken down into 6 lessons. Each lesson has some resources for you to work with and an assignment.



The screenshot shows the digitalcre8or interface for a course titled 'Audio'. The page is divided into three main columns. On the left, there are several navigation menus: 'People' (Participants), 'Activities' (Assignments, Forums, Glossaries, Quizzes, Resources), 'Administration' (Grades), and 'My courses' (listing various units like 'A. Understand, Capture and Manipulate Digital Audio'). The central column, titled 'Topic outline', lists 'Unit A - Understand, Capture and Manipulate Digital Audio' with sub-items like 'Introduction to the unit', 'Digital Media Glossary', 'News forum', and 'Complete print quality unit notes - PDF'. Below this, it lists three lessons. Lesson 2, 'Importing audio and working with loops', is highlighted with a red box labeled '1'. Under Lesson 2, there is an assignment 'Assignment for lesson 2 - Upload 2 files' highlighted with a red box labeled '2'. The right column contains 'Network Servers' (Digital Portfolio), 'Blog Menu' (Add a new entry, View my entries, Blog preferences, View course entries, View site entries), 'Recent Activity' (Activity since Saturday 19 May 2008, 10:03 pm, Full report of recent activity...), and 'Assignments submitted:' (19 May, 20:41, Anna Sandersfield, Assignment for lesson 5 - Upload a file). A red box labeled '4' is placed over the 'Recent Activity' section. A red box labeled '5' is placed over the 'Administration' menu. A red box labeled '3' is placed over the 'My courses' list.

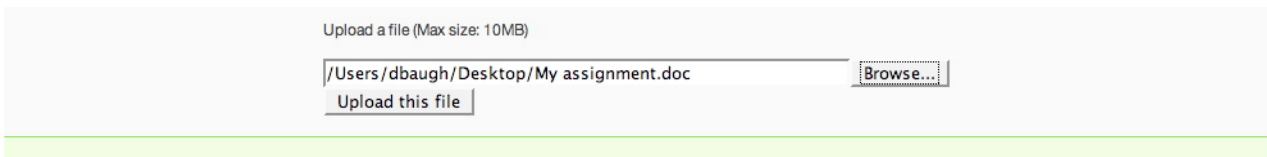
1. A lesson with resources
2. An assignment
3. Links to other units
4. Where you can enter your blog entries
5. Useful links

Your marks will mainly be awarded for completing assignments where you upload your work to the course. If you click on an assignment there are instructions as to what you need to do and some guidance about how marks are awarded.



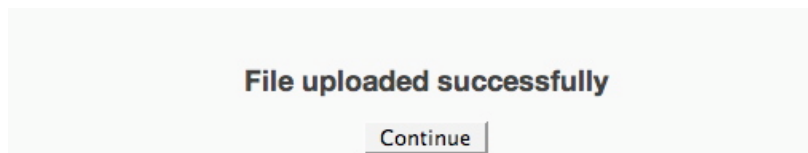
The screenshot shows the digitalcre8or interface. At the top, there is a navigation bar with the logo and a 'Jump to...' dropdown menu. Below this is a breadcrumb trail: 'digitalcre8or > Audio > Assignments > Assignment for lesson 1 - Upload a file'. The main content area is titled 'Separate groups: Admin Group'. It contains a text box with instructions: 'Now that you have listened to the different audio files it is time to reflect on what you have learnt in this lesson. Using a word processor please answer the following questions. When you have finished save your work and upload the file using the buttons below. If you wish you can submit this assignment as an audio or video file as long as it is no bigger than 10mb:'. Below the instructions is a bulleted list of four questions: 'What is the difference between analogue and digital audio?', 'What are the different sources of digital audio?', 'How can digital audio be moved from one digital device to another?', and 'How are digital audio files stored and played on a computer?'. There is also a note: 'Please do not copy and paste the from the supporting materials.' and a reminder: 'You need to go to your blog to and report on what you have learnt in this lesson. Make sure that you make your blog available to the site when you are finished. Your blog entries count towards your final grade.' At the bottom of the main content area, there is a 'Grading Guidelines' section: '10 marks in total are available for this assignment. This assignment is split into 4 questions. 2.5 marks can be awarded for each. A basic understanding is eligible for 1 mark. More marks can be gained by the candidate displaying a more sophisticated explanation of the technology which should include the use of the correct terminology.'

To upload some work you should click on the Browse button and find your work on your computer. When you have found your work click on the Upload button.



The screenshot shows the file upload interface. It has a title 'Upload a file (Max size: 10MB)'. Below the title is a text input field containing the file path '/Users/dbaugh/Desktop/My assignment.doc'. To the right of the input field is a 'Browse...' button. Below the input field is an 'Upload this file' button.

You will then be told that the file has been successfully uploaded.



The screenshot shows a confirmation message: 'File uploaded successfully'. Below the message is a 'Continue' button.

It will then show up and be ready for your Assessor to mark. Above the assignment is a button that will allow you to add the work to your portfolio. This is for work you like especially and can be done at any time.

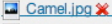

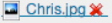

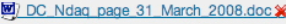



The screenshot shows a button with a plus sign icon and the text 'Add to portfolio'. Below the button is a document icon and the text 'My\_assignment.doc'.

Some assignments ask you to upload more than one file and maybe to write notes to support your work.

**Submission draft**

[Add to portfolio](#)

-  [Camel.jpg](#) 
-  [Chris.jpg](#) 
-  [DC Ndag\\_page 31\\_March 2008.doc](#) 

Upload a file (Max size: 20MB)

**Notes**

Here are my notes about this assignment. You will be asked to write notes for certain assignments.

**Final submission for assignment marking**

When you have uploaded the work and completed the notes you should submit this for marking.

**Final submission for assignment marking**

Once the assignment is sent for marking, you will no longer be able to delete or attach file(s). Do you want to continue?

**N.B.** Be sure that you have uploaded the right files before submitting the work. If file is not correct you can delete it by clicking on the X by the file and then uploading the correct one.

Sometimes the Unit can get a bit confusing and you need to concentrate on one lesson. This can be done by clicking on the blue square next to a lesson.


**Topic outline**

**Understand, Capture and Manipulate Digital Still Images**

- [Introduction to the unit](#)
- [News forum](#)
- [Complete unit notes - PDF](#)
- [Digital Media Glossary](#)

2 Lesson 2 – Take effective digital images


- [Lesson 2 Notes - PDF file](#)
- [Portfolio planning sheet - Word](#)
- [Portfolio planning sheet - Rich Text format](#)
- [Movie explaining focus](#)
- [Movie explaining exposure](#)
- [Movie explaining zoom](#)
- [Lesson 2 Assignment - Upload files](#)














































Part of the course is writing a regular blog. This is done by clicking on Add a new entry button in the Blog section of the Unit.

General

Entry title\*

Blog entry body\* 

Trebuchet | 1 (8 pt) | Lang | **B** | *I* | U | ~~S~~ |  $x_2$  |  $x^2$  |  |  | 

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