Teacher Tasks

- Ensure Photo Story is installed on student computers
 - o Install a program from the network
- Teacher/Student: Create folders for photo storage
 - Computer > Network Location (can be generic Ins1 or student IDs)
- Determine if taking pictures vs using Google search for images
 - O Picture taking can be done with flip cameras or iPods
 - o Google search should use search filters
- Set up sources document
 - o Citation Table if using Google with younger grades (see shared doc)
- Determine scope of project elements
 - o Pictures (how many)
 - o Text (how much)
 - o Narration (how much)
 - o Music (if any)
- Plan writing assignment
- Support students in determining where pictures will support text (starting and stopping points for narration on written draft)
- Determine how often students should preview finished product.
 - o Option to preview with each element

Student Tasks

- Google search
 - o Images > Search Tools > Usage rights > Labeled for reuse
 - o Select image
 - o Right-click and select "Save image as..."
 - o Click Computer > Network Location and save
 - o Right-click on image and select "Copy image URL"
 - o Paste into sources document
 - o Repeat until all images are saved and cited
- Open Photo Story
 - O Begin a new story > Next
 - O Import Pictures > Computer > Network Location
 - Can select all pics using CTRL and clicking on pics > click "OK"
 - Options to reorder, delete
 - Options for editing photos
 - o "Save Project" after each element (pics, text, narration, music)
 - Computer > Network Location
 - Option to "Preview" after each element
 - o Click "Next"
 - "Removing black borders..." message can be ignored
 - Click "Yes"
 - o Type text for each picture
 - Text options: font, font style, color, size, placement
 - Not necessary to highlight text to make changes
 - o "Save Project" > Next
 - o Add narration for each picture
 - Annotate on written draft where to start and stop
 - Plug microphones and sync microphones with microphone button icon in Photo Story screen
 - Click red button to begin and read from written draft
 - Click blue button to stop
 - Advance to next picture and begin next section of narration
 - Options to customize motion
 - Check the box to set the start and end of motion (emphasize different parts of the picture)
 - Set the duration for each picture
 - o "Save Project" > Next
 - o Add music, if desired
 - o "Save Project" > Next
 - o Browse to ensure that project and product will be saved in correct folder
 - Computer > Network location
 - Project has .wp3 (able to edit)
 - Product has .wmv (final presentation unable to edit)