

## Workshop on presentation tools

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### A mini-workshop to investigate presentation tools for teaching with images

#### Workshop outline

This workshop is an investigation into the use of presentation software in teaching with images. There are many different types of presentation software and tools available, both online and offline, collaborative and private, linear and non-linear. The tools may also be used in different approaches to greater or lesser effect.

The presentation tools we'll be looking at:

- **Dipity** - an online tool to create an interactive, visually engaging timeline, flipbook, list, or map
- **Google Docs** - an online environment for creating and sharing documents, spreadsheets and presentations
- **PowerPoint** - offline presentation software from Microsoft that lets you share your slides on the Web
- **Prezi** - a web-based presentation tool that provides a single canvas to organise your content

The learning objective for this workshop is for participants to share and reflect on how a selection of presentation tools may help and/or hinder them in their teaching practice. Any data collected will also be used anonymously to inform the final report for the University for the Creative Arts Learning and Teaching Research Fund grant *Embedding innovative image presentation technology within existing visual pedagogic practice* (1 October 2010 to 31 July 2011). Please indicate if you would like to receive a copy of the final report.

#### Getting Started

Separate into four small groups; each group will choose one of the four presentation tools to investigate, a different one for each group. Each group needs to choose a representative to present the group's findings at the end of the session.

Using the workbook's 'about' pages and examples of 'good' and 'bad' presentations made using these tools, each group will spend time discussing the advantages and disadvantages of their tool and how it could be effectively used in teaching with images. If there is time available the groups are encouraged to use the laptops to go online (or offline) to access the tools using the usernames and passwords included in the 'about' section. Use the 'Evaluating' form to both prompt and record discussion.

Finally at the end of the session each group's representative will spend a few minutes presenting a summary of the group's discussion, highlighting key points to the rest of the room.

## About Dipity

1. Access the 'good' example of a Dipity presentation here:  
<http://www.dipity.com/StevePro/History-of-The-Wheel/#timeline>
  2. Access the 'bad' example of a Dipity presentation by logging into  
<http://www.dipity.com/> with the username **teachingwithimages** and the password **2011May** (case sensitive). Select the tab 'My Topics' to view the presentation titled 'Random Fashion Images', once you have logged in this is also available here:  
<http://www.dipity.com/teachingwithimages/Random-fashion-images/>
  3. Look at both examples of presentations and any other presentations that are publically available on Dipity. If you have time experiment with creating your own Dipity presentation using the **teachingwithimages** account. Please note that this is a temporary account for this workshop only; please create your own account if you would like to save your presentation.
  4. Fill in the evaluation form on Dipity and select someone in the group to feedback at the end of the session.
- **What?** Dipity is an online tool to create a timeline, flipbook, list, or map.
  - **Is it free?** The Personal Plan, which is the default when you create a new account, is free, and there are other paid options available here:  
<http://www.dipity.com/premium/plans>
  - **How?** Dipity can be used to create online presentations in multiple formats linking to live social media such as YouTube, blogs, RSS feeds, Flickr, and with the addition of 'event's that enable you to upload and describe your own images.
  - **Sharing?** The resulting presentations can be shared with social media, and Dipity accounts can also have 'followers'. The 'topics' as the creations are called can be private or public and can be edited by named people.
  - **Offline/Online?** At the moment Dipity can only be used online, however in the future it will be possible to create and download a PDF version.

## About Google Docs

1. Access the 'good' example of a Google Docs presentation here:  
[http://www.youtube.com/watch?v=bt9F7tKcZcU&feature=player\\_embedded](http://www.youtube.com/watch?v=bt9F7tKcZcU&feature=player_embedded)
  2. Access the 'bad' example of a Google Docs presentation here:  
[https://docs.google.com/document/d/1fpoYVUP4MuN4yIPVYuCmsMcQGYbyImoZPdY3GuT4O8/edit?hl=en\\_GB](https://docs.google.com/document/d/1fpoYVUP4MuN4yIPVYuCmsMcQGYbyImoZPdY3GuT4O8/edit?hl=en_GB) Although this is in the form of a Word document it was created collaboratively as part of a workshop and presented at the end of the day.
  3. Look at both examples of presentations and any other documents that are publically available via Google Docs. If you have time experiment with creating your own Google Docs presentation here: [Google Docs link](#) using email **mgramstadt@ucreative.ac.uk** and password **2011May10** (case sensitive). Please note that this is a temporary account for this workshop only; please create your own account if you would like to save your presentation.
  4. Fill in the evaluation form on Google Docs and select someone in the group to feedback at the end of the session.
- **What?** Google Docs is an online environment for creating and sharing documents, spreadsheets and presentations.
  - **Is it free?** Yes.
  - **How?** Create an account using any email address then either upload documents or create a document from scratch. Documents, spreadsheets, drawings, presentations, and forms can be created and shared.
  - **Sharing?** Your documents can be shared publically, or with named people. However named people will have to create their own accounts in order to access the documents.
  - **Offline/Online?** Google Docs is used online but can be downloaded in various formats to work offline. Existing documents can also be uploaded online.

## About PowerPoint

1. Access the 'good' example of a PowerPoint presentation here:  
<http://www.slideshare.net/thecroaker/death-by-powerpoint>
  2. Access the 'bad' example of a PowerPoint presentation here:  
[HowNotToDoPowerPoint.ppt](#) (available in desktop folder 'PM\_workbook')
  3. Look at both examples of presentations and any other presentations that are publically available via [SlideShare](#) or similar services. If you have time experiment with creating your own PowerPoint presentation using the programme on the laptop.
  4. Fill in the evaluation form on PowerPoint and select someone in the group to feedback at the end of the session.
- **What?** PowerPoint is offline presentation software from Microsoft that lets you share your slides on the Web.
  - **Is it free?** The offline version requires a licence; the online version here:  
<http://explore.live.com/windows-live-skydrive> is available free if you have a Windows Live ID.
  - **How?** Access the offline version via your PC or Mac, or access the online version by logging in with your Windows Live ID.
  - **Sharing?** The Windows Live SkyDrive allows documents to be shared and edited collaboratively with named individuals or groups.
  - **Offline/Online?** The online version of Microsoft Office isn't as fully featured as the offline version, but if you have access to both they can be integrated together.

## About Prezi

1. Access the 'good' example of a Prezi here: <http://prezi.com/wwmfvms6dno-/death-of-powerpoint-prometisdesigncom/>
  2. Access the 'bad' example of a Prezi here: <http://prezi.com/tm-kuhexxdkc/images-of-the-great-depression/>
  5. Look at both examples of presentations and any other presentations that are publically available via <http://prezi.com/explore/> If you have time experiment with creating your own Prezi here: <http://prezi.com/login/> using email **mgramstadt@ucreative.ac.uk** and password **2011May** (case sensitive). Please note that this is a temporary account for this workshop only; please create your own account if you would like to access your presentation afterwards.
  3. Fill in the evaluation form on Prezi and select someone in the group to feedback at the end of the session.
- **What?** Prezi is a web-based presentation tool that provides a single canvas to organise your content.
  - **Is it free?** There are different options including a free 'Public' licence, a free licence for educational use (EDU Enjoy), and a 'Pro' licence with an annual fee (discounted for educational users).
  - **How?** Access the online version via an Internet browser; a valid email address from an educational establishment is required to get the 'Enjoy' licence free.
  - **Sharing?** The standard 'Public' account is free but all presentations created have to be public. The EDU/Enjoy and EDU/Pro licences allow Prezis to be shared and edited collaboratively with named individuals. A Prezi Meeting can be used for up to 10 individuals to collaborate on a single Prezi.
  - **Offline/Online?** Your Prezis can be downloaded to 'play' on any platform, or downloaded as PDFs; in order to edit a Prezi offline you need to pay an annual fee.

## Evaluation Form

1. What did you like about the 'good' presentation?
  
2. What did you dislike about the 'bad' presentation?
  
3. What special features does the tool provide that could enhance teaching?
  
4. Are there unnecessary features of the tool?
  
5. Is the tool used primarily in a linear or non-linear way? Discuss whether that is useful or hinders your teaching practice.
  
6. Is there a difference between the online and offline features of the tool? Do you prefer the online or offline version of the tool, or both?
  
7. Is there a difference between the free version versus paid-for-features of the tool? Does this put you off?
  
8. Does the tool allow sharing/collaborating of presentations? How easy is this to set-up?
  
9. Does it support the media types you'd want to add? (e.g. video, audio or specific file types)
  
10. Are there any major flaws or issues that occurred during your investigation e.g. bugs/Internet problems/technical issues?
  
11. Any other good points?
  
12. Any other bad points?