

Accreditation System of IT Training

Course B Information Delivering (Intermediate)

(Total is 60 hours)

Day	Contents	Hours	Items(minutes)	Remarks / Materials	Style
1	I Information Delivering for School Education				
	1. Concept of Information Delivering for School Education	0.5	*Reception (15) *Orientation of seminar (15)	---	---
		2.5	*Concept of information delivering (60) *Webpage for school education (60) *Discussion about information delivering for school education (30)	Promotion video CD-ROM Webpage browsing	Lecture
	II Presentation for Lecture				
2. Presentation with text	3.0	*Introduction of the goal (20) *Page Design using template (30) *Text input and font setting (40) *Utilization of help function (30) *Animation characters (40) *Page copy, page insertion and page movement (20)	Sample presentation sheets Presentation software	Practice	

2	3. Presentation with graphics	3.0	<ul style="list-style-type: none"> *Utilization of graphics functions (100) *Producing text on graphics (40) *Processing of graphics (40) 	Presentation software	Practice
	4. Presentation with multimedia	3.0	<ul style="list-style-type: none"> *Utilization of stored images (30) *Utilization of photographs (40) *Utilization of sound (30) *Utilization of movies (30) *Combination of Multimedia (30) *Automatic displaying (20) 	Sample multimedia files Presentation software	Practice
3	III Information Delivering by Webpage				
	5. Webpage with Site management and text	3.0	<ul style="list-style-type: none"> *Introduction of the goal (20) *Menu operation (10) *Fundamental HTML description (30) *Points of Site management (60) *Text input and font setting (60) 	Examples of webpages Web browsing managing web Site Webpage editor	Lecture Practice
	6. Webpage with table and photographs	3.0	<ul style="list-style-type: none"> *Insertion of lines and table (60) *Utilization of a digital still camera (40) *Utilization of images by scanner (40) *Acquisition of photographs (40) 	Digital still camera Scanner Graphic software Webpage editor	Practice. Lecture

4	7. Copyright and portrait rights	3.0	<ul style="list-style-type: none"> * Copyright and portrait rights (30) *Processing images (90) *Insertion of photographs to webpage (60) 	<p>Graphic software Webpage editor</p>	<p>Lecture Practice</p>
	8. Utilization of webpages with multimedia	3.0	<ul style="list-style-type: none"> * Webpages with frameset (60) *Utilization of button, clickable map (60) * Webpages with link and URL link (60) 	<p>Sample multimedia data Webpage editor</p>	<p>Practice Lecture</p>
5	9. Management of webpages	3.0	<ul style="list-style-type: none"> * Utilization of sound, movie, etc.(30) *Utilization of FTP software (60) *Guideline for teachers and students (60) * Introduction of authoring software and multimedia software for children (30) 	<p>FTP software Web browsing Examples of guideline and organization for managing webpages</p>	<p>Practice Lecture</p>
IV Discussion1					

	10. Discussion	3.0	*Presentation of production (120) *Discussion about information delivering for school education (60)	Projector or TV	Discussion
6	V Multimedia Teaching/Learning Materials				
	11. Concept of teaching/Learning materials with multimedia	3.0	*Concept of teaching/learning materials (60) *Teaching/learning materials with multimedia (60) *Discussion about teaching/learning materials with multimedia (30)	Promotion video CD-ROM Webpage browsing	Lecture
	VI Teaching Materials with Animation				
	12. Teaching materials with animation (No. 1)	3.0	Introduction of the goal 1 (15) Import image ,Producing Text, Use layers (45) Converting to animation(120)	Sample animation data Animation software	Lecture Practice
13. Teaching materials with animation (No. 2)	3.0	Use button (60) Producing figure and create animation 1 (120)	Sample animation data Animation software	Lecture Practice	

7	14. Teaching materials with animation (No. 3)	3.0	Introduction of the goal 2 (10) Producing figure and create animation 2 (90) Animation with sound (60) Copyright (20)	Sample animation data Animation software	Lecture Practice
VII Teaching Materials with movie					
8	15. Teaching materials with movie (No.1)	3.0	* Introduction of the goal (20) * Recording movies with a digital video camera (60) *Movie capture (60) *Fundamental edit of movie (40)	Digital video camera Movie capture board Movie editor	Lecture
	16. Teaching materials with movie (No.2)	3.0	*Edit of movie with multiple tracks (180	Movie editor	Lecture
9 VIII Learning Materials					

	17 Discussion about teaching/learning materials with Multimedia	3.0	*Introduction of the goal (20) * Utilization of Multimedia software (20) *Fundamental design of teaching/learning materials with Multimedia (40) *Group discussion for design of teaching/learning materials with Multimedia (100)	Sample student's work Multimedia software	Lecture Practice Discussion
	18. Producing (No.1)	3.0	*Producing teaching/learning materials with Multimedia (120) *Control navigation (60)	Sample materials Products with graphics Multimedia software	Practice
10	19. Presentation of works (No.2)	3.0	* Presentation of Production (120) * Discussion about (60)	Sample courseware products with graphics Multimedia authoring software	Discussion
	IX Discussion2				
	20. Discussion	3.0	*Presentation of production (120) *Discussion about teaching/learning materials with multimedia (60)	Projector or TV	Discussion

(Examples of Related Software)

I Information Delivering for School Education ----- (Lecture)

- II Presentation for Lecture ----- PowerPoint*
- III Information Delivering by webpage ----- Dreamweaver*
- IV Discussion1 ----- (Discussion)*
- V Multimedia Teaching/Learning Materials ----- (Lecture)*
- VI Teaching Materials with Animation ----- Dreamweaver, Flash*
- VII Learning Materials ----- Dreamweaver,Flash, PowerPoint*
- VIII Teaching Materials with movie ----- Premiere*
- IX Discussion2 ----- (Discussion)*