



Rapid E-Learning Essentials Training

ADOBE PRESENTER (Part of Adobe Acrobat Connect Pro)

ADOBE PRESENTER

A. Instructor-Led Curriculum

- Adobe Presenter
- 1 Day Class



Course Synopsis:

In this one (1) day, instructor-led training workshop, students will learn how to create E-Learning courses using Adobe's E-learning bundled software called Presenter. Students will be guided through the rapid course development process while creating their own e-learning course. This course is conducted using a computer lab format so that students can benefit from many hands-on exercises to practice the skills and techniques necessary to develop an effective e-learning course. At the end of the class, students will have completed the development of a 10 minute e-learning course that is narrated in their own voice and includes several engaging interactions and quiz questions. A detailed course outline is listed below.

Who Should Attend:

Professionals who are using Adobe Presenter for e-learning content development purposes. Product Managers, Marketing & Communication Professionals, Training Managers, Instructional Designers, Training Developers, and Trainers are welcome to attend.

Prerequisites:

Because of the amount of material we cover in class, we do require students to be comfortable using a mouse, opening and saving files, and the general operations of computers.

To participate in this course, you must be able to:

- Create a PowerPoint presentation
- Locate, move and copy files on your PC
- Quickly learn user-friendly PC applications

What You Will Learn:

- using Rapid e-learning templates in PowerPoint;
- recording narration to your slides;
- editing slide narration;
- inserting audio and playlists;
- synchronizing PowerPoint animations to your narration;
- inserting flash-based media including video;
- creating interactive assessments (quizzes);
- customizing your e-learning player;
- publishing to the Web, Adobe Connect, CD, or an LMS

Instructor-Led Curriculum

Course Outline:

Module 1: Introducing Adobe Connect Enterprise Applications

- Introducing Adobe Connect Enterprise Applications
- Introducing Adobe Acrobat Connect Professional
- Introducing Adobe Presenter
- Navigating an Adobe Presentation

Module 2: Adding Audio

- Installing Adobe Presenter 6
- Recording Slide Narration
- Editing Audio
- Importing Audio
- Reviewing Best Practices for Recording Audio

Module 3: Publishing an Adobe Presentation

- Publishing Presentations
- Setting Presentation Properties
- Packaging a Presentation for Distribution
- Publishing to the Adobe Connect Server
- Updating a Adobe Presentation on the Server

Module 4: Customizing Adobe Presentations

- Setting Slide Navigation Names
- Adding Presenter Information
- Adding Slide Videos
- Changing the Presentation Theme
- Creating a Custom Theme

Instructor-Led Curriculum (continued)

Course Outline:

Module: Adding Animations, Links, and Files

- Adding PowerPoint Animations
- Synchronizing Audio and Animations
- Adding PowerPoint Links
- Attaching Files

Module 6: Adding Flash Content

- Embedding Flash Content
- Enabling Complete Playback of Non-Interactive Flash SWF Files
- Enabling Flash Content with the Presentation Control Bar
- Enabling Sufficient Slide Time for Interactive Flash SWF Files

Module 7: Adding Quizzes

- Adding Quiz Questions
- Setting Quiz Navigation Properties
- Customizing the Appearance of Quiz Slides
- Customizing Feedback Messages
- Scoring and Reporting Quiz Results
- Adding Audio to Quiz Slides
- Reviewing Tips and Tricks

Module 8: Publishing

- Publishing to Your PC
- Publishing to Adobe Connect
- Publishing to an LMS
- Publishing to a CD