

Creating great content!

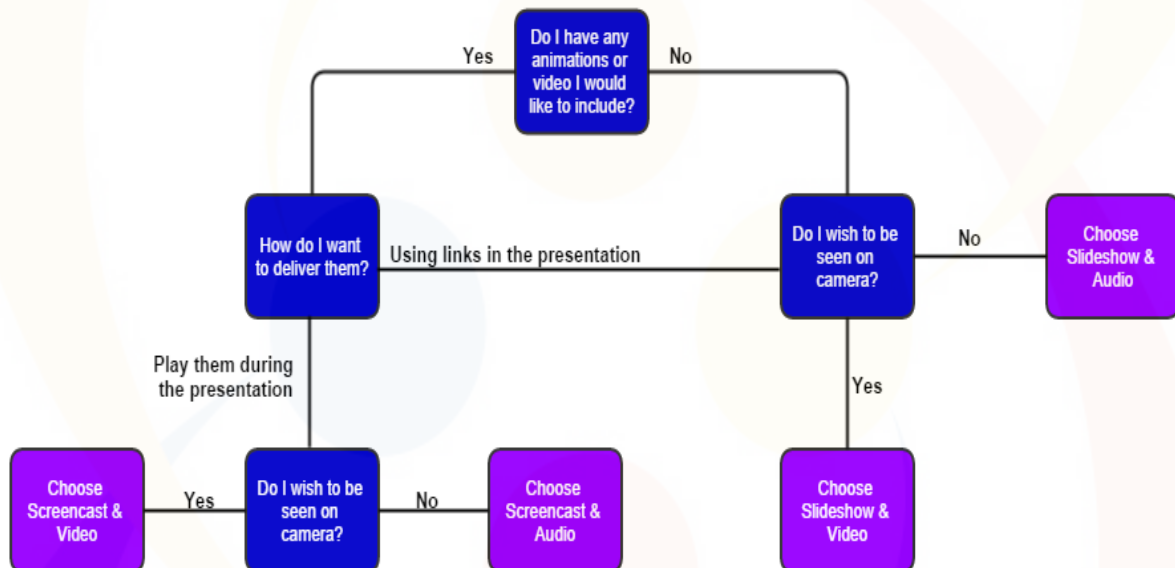
Mediasite is a powerful tool to create, manage and distribute content. There are many schools of thought on what constitutes a great presentation. This sheet will give you some guidelines on basic requirements to get you going.

Planning

- Organise your content in advance.
- Set out desired learning outcomes.
- How will you measure effectiveness?
- Do you have any external links or reading to support the presentation?
- Sometimes less is more, keep time to around 10 minutes.

Designing

- Keep text clear and concise.
- Try not to 'date' your presentations, this allows you to re-use them in the future.
- Avoid slide transitions in Powerpoint.
- Use instructionally effective graphics.
- Avoid complicated spreadsheets etc. they will not show up well.



Recording

- Get yourself a quiet room.
- Ensure the background of the camera shot is neutral & not distracting.
- Ensure your camera is at eye level.
- Audio is very important, best to try a test recording first to save time.
- Ensure you and the room are well lit.

Remember!

- Be very careful of using copyrighted material, it could cause problems.
- Engage the viewer, it is likely there will be many distractions were they are!
- If you make a minor mistake, just keep going. That is the nature of webcast.
- Be creative!