

A graphic of a white puzzle piece with interlocking tabs and blanks. The word "STORYLINE" is written in orange and red capital letters across the middle of the piece. Below it, the word "Demo" is written in a large, black, cursive script.

STORYLINE Demo

Facilitator Guide



CREATED: JUNE 29, 2022

AUTHOR: S. MOORE

1) Storyline Information

- a) **Purpose:** Cloud-based authoring tool for creating custom interactive courses providing a responsive multi-device experience. It can be posted on websites or in LMS/LRS. Primarily installed on PC's but can install on a Mac using a VM application (mimics a PC)
- b) **Similar Application:** MS PowerPoint but on steroids
- c) **New feature:** Add up to 10 additional users to team to share information and content with. Add as many secondary admins (can add people but not use the software)
- d) **Upgrade** before trial ends: Get extra 5% off upgrade
- e) **Install Software:** Updates for the year are included
 - i) Teams **Version:** \$1300/year; Single User Version: \$1000; Educator's Version: \$600/year
 - ii) Trial Version: Free for 30 days
- f) **Difference** between the two
 - i) Full Paid Version: Access to over 9 million+ assets
 - ii) Free version: 42 prebuilt slides, 8 characters with poses

2) Workflow

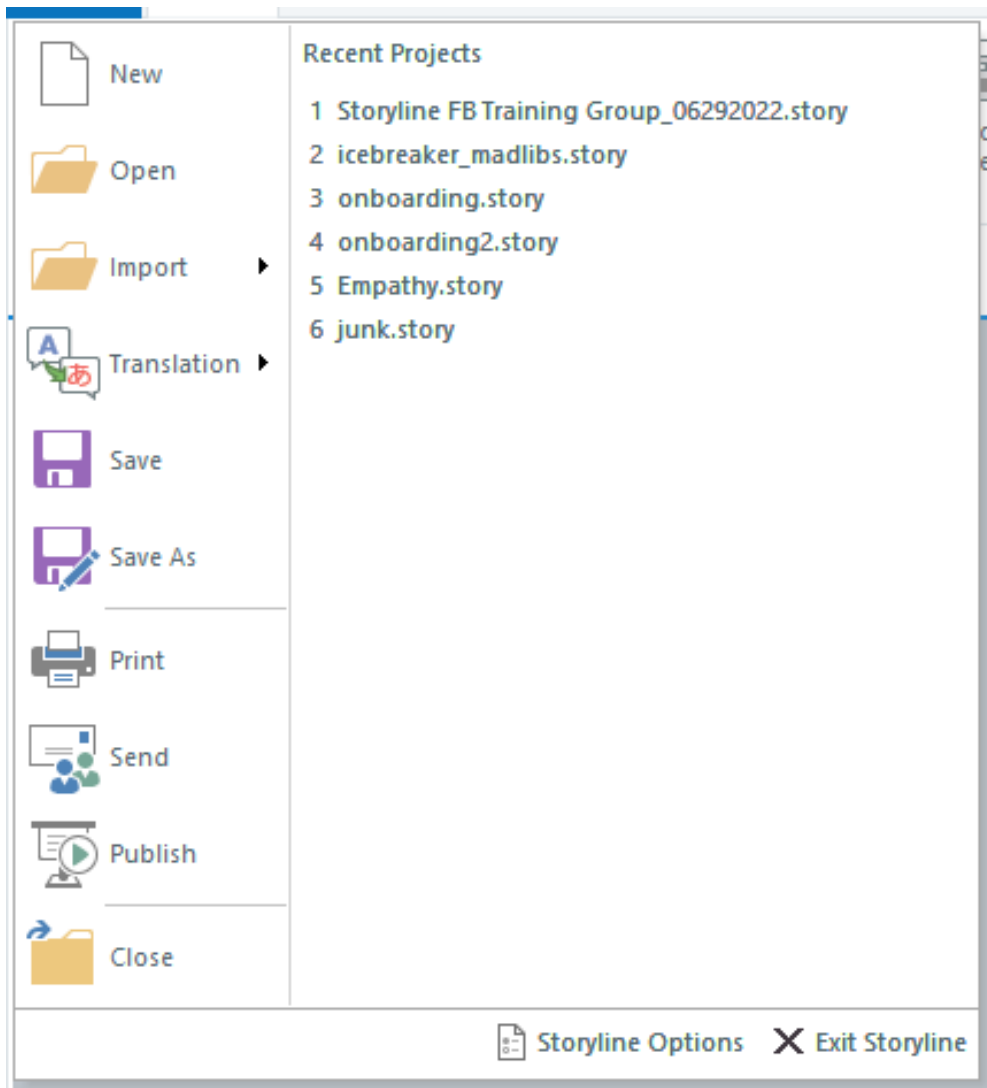
- a) Creation of Resources
 - i) Main Directory
 - (1) Audio
 - (2) Images
 - (3) Document
 - (4) Resources
 - (5) Video
 - ii) Naming Conventions
 - (1) ProjectName_DesignDoc
 - (2) ProjectName_Storyboard
 - (3) ProjectName_<Iteration#>; remove number when final project is ready for publishing.
 - iii) Create Project
 - (1) Name it and save it in an appropriate location
 - (2) Name Scenes
 - (3) Name Objectives on timeline

3) Different Views

- a) Story: Shows whole project
- b) Scene: One branch
- c) Slide: Individual screen

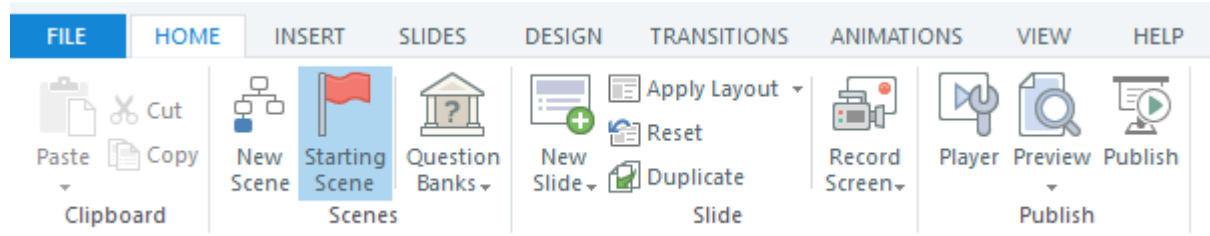
5) Ribbons

a) File



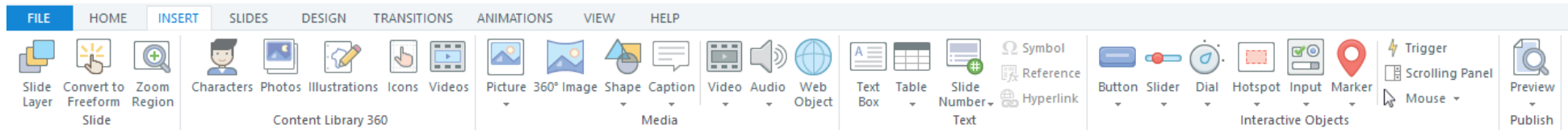
- i) Create a new project
- ii) Open a project
- iii) Save the project
- iv) Print the document
- v) Publish the project
- vi) Close the project

6) Home



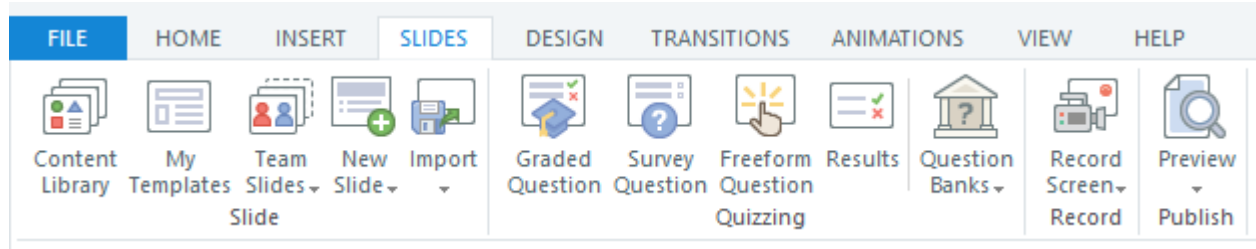
- a) Clipboard: Like in PPT, you have your clipboard (copy, cut, paste)
- b) Scene
 - i) Add new scenes (branches)
 - ii) Add questions to project
- c) Slides
 - i) Add new slide
 - ii) Apply a layout ()
 - iii) Reset a slide to default
 - iv) Duplicate a slide
 - v) Record your screen
- d) Publish
 - i) This is the best place to publish project
- e) Player
 - i) Set what your player will look like for the user
- f) Preview
 - i) The whole project
 - ii) Slide

7) Insert



- a) You will spend most of your time here.
- b) Slide
 - i) Convert to freeform –
- c) Content Library: It is royalty free images
 - i) Characters: real or cartoon-like people
 - ii) Photo: add any royalty free photo
 - iii) Illustration: add cartoon-like images
 - iv) Icons: based on what looking for (cartoon-like)
 - v) Videos: insert videos (yours or Storyline)
- d) Media
 - i) Pictures
 - ii) 360° Images
 - iii) Shapes – Backgrounds, callouts, arrows, etc
 - iv) Captions
 - v) Video/Audio
 - vi) Web Objects – e.g., google form embedded in project
- e) Text
 - i) Textbox – labels
 - ii) Tables
- f) Interactive Objects (Talk about later)

8) Slides



a) Slide

- i) Access Content Library (photos, videos, characters, etc)
- ii) Share same content across teams
- iii) Import: PPT slides into Storyline with animations

b) Quizzing

- i) Add questions for quizzing (graded or not)
- ii) Add results slide
- iii) Import questions from a question bank
- iv) Types

- (1) Multiple choice
- (2) Short answers
- (3) Matching

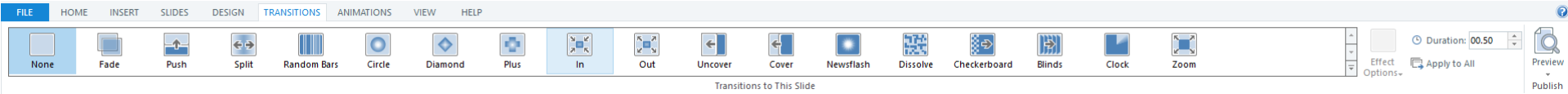
c) Record your screen

9) Design



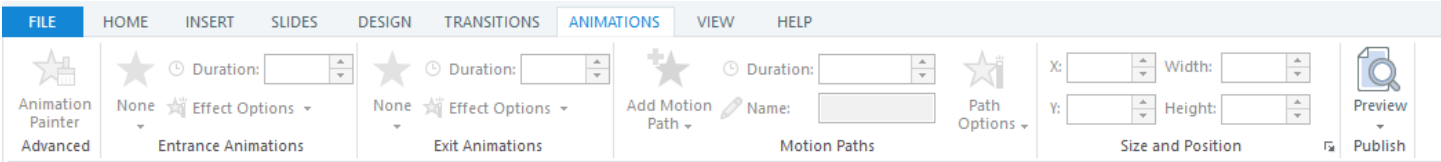
a) Add designs just like PPT

10)Transitions



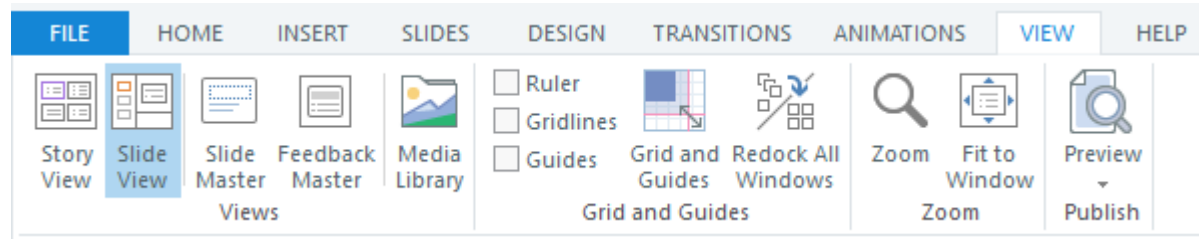
a) Add designs just like PPT

11) Animations



a) Add designs just like PPT

12) View



a) Views

i) Determine how to look at project.

(1) Story: whole project

(2) Slide: on page at a time

(3) Slide Master: Set the whole project look (branding: consistency of design; Purpose: ease of use of slides; can Pre-set objectives)

(4) Feedback: Set what the quiz pages look like

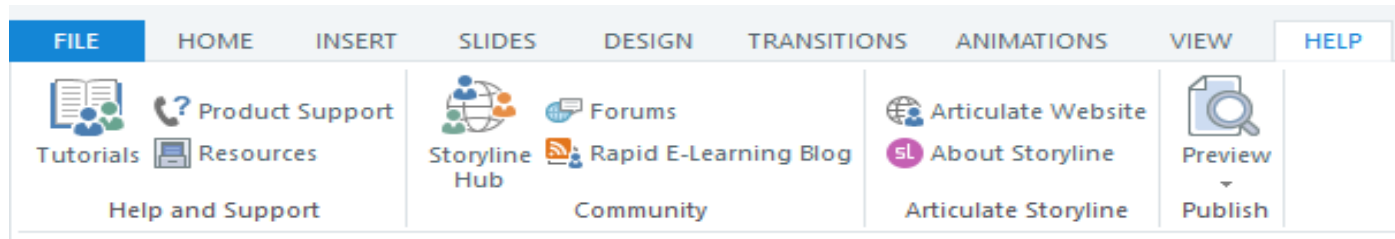
(5) Media Library: What assets are in the current project

b) Grids & Guides

i) Show rulers, gridlines, guides: align objects

ii) Redock all floating panels

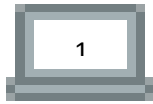
13) Help



a) There are tutorials

b) Using the Community allows you to tap into other individuals using Storyline to get help

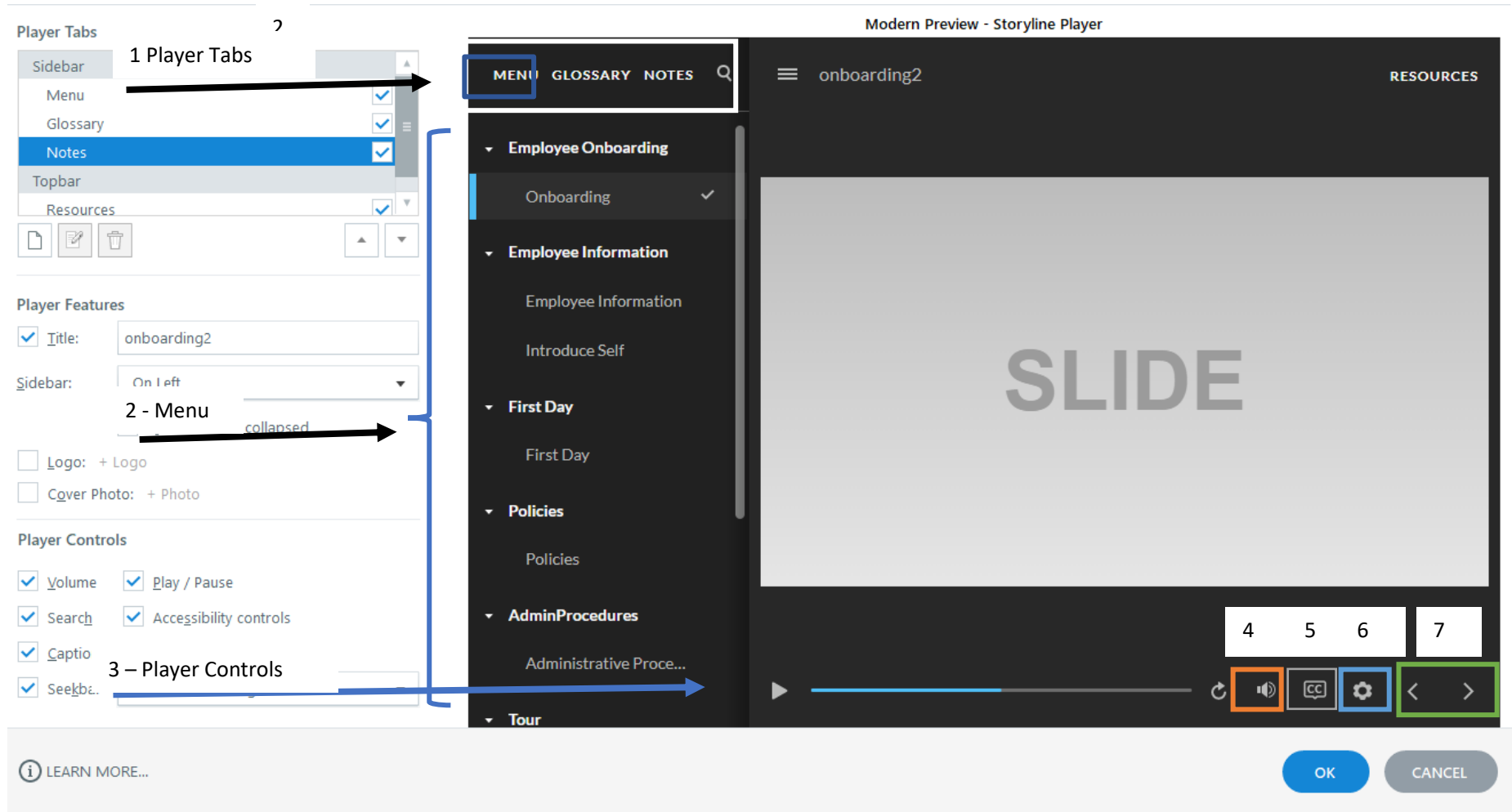
14)Device Views: You should always check what your project will look like on each type of devices.



1. Laptop View
2. Landscape Tablet View
3. Portrait Tablet View
4. Landscape Mobile View
5. Portrait Mobile View

15)Parts of Storyline

a) Player



4 - Volume

5 - Closed Caption

6 - Accessibility Control

7 - Previous/Next

Types: SRT, SBV, VTT*, SUB

Purpose: sync words with audio/video; allow individuals with auditory issues to see what's being said.

- Use only in Rise360

16) Desktop Panel (I call this)

The screenshot displays the Articulate Storyline interface with several key components labeled and annotated with blue brackets:

- Menu:** Points to the top ribbon menu containing FILE, HOME, INSERT, SLIDES, DESIGN, TRANSITIONS, ANIMATIONS, VIEW, and HELP.
- Ribbon:** Points to the collection of toolbars below the menu, including Clipboard, Slide, Font, Paragraph, Drawing, and Publish.
- Scenes:** Points to the left-hand pane showing the project structure, including a dropdown for "1 Storyline FB Training Group" and a thumbnail for "1.1 Untitled Slide".
- Timeline:** Points to the bottom-left area, which includes the "Timeline" tab and a vertical timeline axis.
- Slide Layers Panel:** Points to the bottom-right area, which includes the "Slide Layers" tab and a list of slide layers, currently showing "Untitled Slide (Base Layer)".
- Triggers:** Points to the top-right pane, which includes the "Triggers" tab and a list of player triggers, such as "Next Button / Swipe Next" and "Previous Button / Swipe Previous".

The central workspace is a large white area for creating and editing slides. The bottom status bar shows "Slide 1 of 1", "720 x 540", and "Clean".

18)Timeline

- a) Purpose: Determines what get displayed at what time.

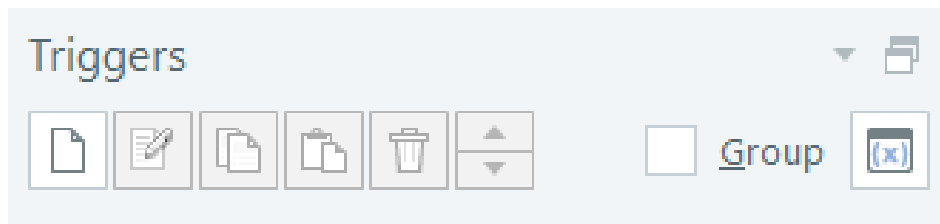
19)States

- a) Purpose: Animates characters/items on the screen
- b) Types
 - i) Normal: Initial State
 - ii) Hover: Changes the object when the mouse is over the object
 - iii) Down: Changes the object when the user clicks on the object
 - iv) Visited: Changes the object (usually) when the user navigates from the object
 - v) Disabled
 - vi) Drag Over
 - vii) Drag Correct
 - viii) Drag Incorrect

20)Notes

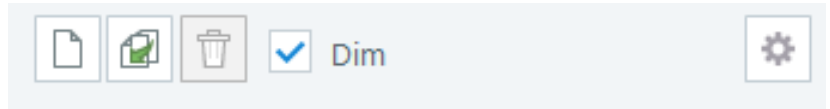
- a) Purpose: Think of these as the speaker notes in PPT; used as programming instructions, open issues (bug fix), list what type of player interface to use, provide additional information, and/or be used as the transcript of the audio

21)Trigger Pane



- a) Purpose: Adds behavior to objects on slides
- b) Options:
 - i) New
 - ii) Edit
 - iii) Copy
 - iv) Paste
 - v) Delete
 - vi) Group: Group triggers by when clauses
 - vii) Manages Variables: Tells you which variables exist in the project and how many times it is being used.

23) Slide Layer Pane



a) Purpose: Displays additional information as requested.

b) Options:

- i) New
- ii) Copy
- iii) Delete
- iv) Settings

24) Items to add to slides

a) Text vs. Textbox

- i) Text: writing information on a slide
- ii) Textbox: enters information to be used in a different place (e.g. use of variables)

25) Media Types

a) Audio: aaf, aiff, mp3*, wav*, aif, m4a*, ogg, wma*

b) Video: mp4*, mpeg-4, mov*, wmv*, av*i, webm/html5

* Most popular extensions

26) Triggers (Interactivity)

a) Menu

b) Actions

- i) Common
- ii) Media
- iii) Project
- iv) Move
- v) Quiz
- vi) When
- vii) Conditions

27) Interactive Objects

- a) Buttons: pre-made or custom built
- b) Hotspots: click on a marker to reveal information
- c) Click & Reveal: click on an object and shows information
- d) Drag & Drop: click on an item and move it to a different place
- e) Quiz: Knowledge checks (ungraded) or Graded (result page shown)
- f) Audio: Any sound
- g) Video: Any motion
- h) Links: links to outside documents
- i) Navigation: how to work the application
- j) Branching/Scenarios
- k) Questions & Quizzes
- l) Variables: Used for personalizing, tracking purposes (e.g., correct/incorrect answers, that an event happened, etc.)
- m) Web Objects: Embedding outside objects (e.g., Google docs, forms)

28) Publishing

- a) Articulate 360
- b) Web: Publish without LMS; no tracking needed
- c) Video:
- d) Articulate Online: Easier for feedback; no need for software
- e) LMS: With or without SCORM
- f) CD:
- g) Word: Storyboard

29) Other Resources

- a) Glossary
- b) Section 508/ WCAG
 - i) WCAG: Web Content Accessibility Guidelines (strive for AA but AAA is the best)
 - (1) Purpose: Explain how to make (web) content more accessible to people with disabilities (blind, hearing loss, learning disability) by changing text, images, sounds, code/markup that defines structure, presentation, etc.
 - (2) Things to consider: POUR
 - (a) Perceivable: all user to recognize the information being presented (using alternatives to regular text – braille, enlarged text, symbols, screen readers, basic layouts)
 - (b) Operable: able to navigate easily and user friendly (no fast-moving items, flashing content, use of information without keyboard/mouse, no time-based information)
 - (c) Understandable: make text clear and readable; process information
 - (d) Robust: thinking that technology evolves and can keep up with the change.