

Materials

Auto-generated captions, merged into complete sentences with timestamps

0:00:00– 0:00:01	Welcome to the video about materials.
0:00:02– 0:00:20	Materials provide content for learners to refer to and analyze during an activity. Materials can include rich text, images, videos, links, tables, mathematical formulas, and iframed content. When materials have been set to visible, the learner can go to materials at any time once the story starts.
0:00:20– 0:00:37	You can manipulate materials to be hidden and unhidden to the learner throughout the activity. The learner is frequently asked to analyze or refer to content like key terms, emails, reports, economic charts and graphs, videos, and any other relevant information as they answer questions.
0:00:38– 0:00:41	A great way to engage critical thinking in a real-world context.
0:00:43– 0:00:45	Materials are organized into sections and areas.
0:00:46– 0:00:52	Multiple areas can exist within each section and are accessible to the student by clicking on the section in which they reside.
0:00:53– 0:00:57	Think of sections as different topics and areas as subtopics.
0:00:57– 0:01:02	Areas are inside of sections. The names you use are visible to learners throughout the activity.
0:01:03– 0:01:06	Create a new section by clicking the plus section button.
0:01:06– 0:01:08	This will create your first section and area.
0:01:09– 0:01:15	To add more areas within a section, go to the section where you want the area to reside and click the plus area button.
0:01:15– 0:01:21	To delete a section or an area, go to that section and area and click on the trash icon to the right of the name of the area.
0:01:22– 0:01:27	To rearrange sections and areas, click the swap sections and swap areas arrow between the sections you want to swap.
0:01:29– 0:01:34	There are two different types of materials: rich text and image hotspot. We will start with rich text.

0:01:36– 0:01:42	Select within the rich text field and begin adding and formatting content as you would in a word processing program like Word or Google Docs.
0:01:43– 0:01:50	The toolbar of the rich text editor allows you to adjust text in various ways, including the text's font, color, alignment, and style.
0:01:51– 0:01:58	To the right of the toolbar, you will see icons to add a link, formula, image, video, table, or chart.
0:02:00– 0:02:11	To add a link to a website in a rich text block, highlight a piece of text you would like to link from, click the link button in the toolbar, and then paste the URL of the destination website into the text box that appears.
0:02:11– 0:02:22	Note that a learner must have credentials to get to the linked site if it is not public. Mathematical formulas can be added to rich text blocks or used as responses for image response questions in the narrative.
0:02:22– 0:02:30	To add a mathematical formula to a rich text block, click the insert formula button. Use the LaTeX coding language to build your formula.
0:02:30– 0:02:33	Add images to your rich text block by clicking the add image button.
0:02:34– 0:02:48	Images used must be in JPEG, PNG, or GIF format and must be under three megabytes. Once you have chosen the image from your computer, a dialog box will appear above the rich text editor, allowing you to adjust the width and add descriptive text for the image.
0:02:49– 0:03:11	Typically, you can use the default text tool, but use long descriptions if you want an icon to be available for all learners, you need more information about the image, or you need to use HTML markup for language definition. For accessibility purposes, you can mark images as decorative if it is not pedagogically important, such as for setting the scene, so that screen readers will skip over the description.
0:03:12– 0:03:30	You can get to these controls at any point after you've added the image by clicking on it in the rich text editor. Entering a number in the image width field sets the percentage of the available horizontal space that the image will take up in the rich text field. The image will scale according to the size of the window from which the student is accessing the activity.
0:03:30– 0:03:37	To add text that screen reader software would use to describe the image when selected, enter text in the screen reader text field.
0:03:37– 0:03:40	You can also adjust the margins and the alignment.
0:03:41– 0:03:45	Add videos to your rich text block by clicking the add video button.

0:03:45– 0:03:57	A dialog box will appear at the top of the rich text box that will allow you to enter the URL of a video from a video streaming site, adjust the width of the video within the rich text box, and add descriptive text for screen readers.
0:03:57– 0:04:02	You can get to these controls again at any point after you've added the video by clicking on it in the rich text editor.
0:04:03– 0:04:06	These controls have the same functionality as the image controls.
0:04:06– 0:04:15	If you are interested in iframing interactive content, put a playable URL into the video link and use the size and placement controls the same way you would do a video.
0:04:16– 0:04:35	Smart Chat can embed videos from popular streaming video players like YouTube and Vimeo. Make sure the privacy settings are turned off, meaning the video is publicly available. In order to maintain WCAG 2.2 AA compatibility, we recommend using the accessibility tools associated with your video to make it compliant.
0:04:35– 0:04:38	We also provide the ability to create your own WebVTT files.
0:04:40– 0:04:42	To create a table, click the insert table button.
0:04:43– 0:04:46	Tables can become complex, so they are covered in a separate video.
0:04:46– 0:04:49	In this video, we cover the basics of tables.
0:04:50– 0:04:53	To name the table, enter text in the table title text field.
0:04:54– 0:04:58	To add a new row or column, click on one of the green circles with a plus in it.
0:04:58– 0:05:02	To delete a row or column, click on the red trash can to the right or below it.
0:05:02– 0:05:05	To edit cells, click on it and input your values.
0:05:06– 0:05:08	You can also replace the titles of the rows and columns.
0:05:09– 0:05:12	To insert a chart, click the insert chart button icon.
0:05:13– 0:05:18	All charts are created from an existing table from within the activity, so charts are covered in a separate video.
0:05:19– 0:05:22	In this video, we cover the basics of charts.

0:05:23– 0:05:26	Choose a table from the pull-down menu that you wish to make a chart for.
0:05:26– 0:05:30	If you update the data, the chart will update in real time.
0:05:30– 0:05:37	There are several chart types to choose from, and you may want to experiment with different table formats combined with different chart types for maximum impact.
0:05:38– 0:05:41	That wraps up the section about the rich text editor.
0:05:41– 0:05:43	Now, we will move into hotspot materials.
0:05:44– 0:05:47	Use this when you want a single image to pop up as a material.
0:05:48– 0:05:51	To do this, add a new section and click hotspot.
0:05:51– 0:05:54	Then, click the plus image button to add your image.
0:05:54– 0:06:00	The rules regarding image size and format still apply, as well as the suggestions for screen reader text.
0:06:00– 0:06:04	In long description text, there should be a general orienting description of the image.
0:06:05– 0:06:09	Then, you can create hotspots on the image describing each spot.
0:06:10– 0:06:20	Without this initial text, the hotspots would be confusing and lack context. Place hotspots that reveal text and are part of keyboard navigation to make an interactable image via screen reader.
0:06:21– 0:06:32	Select the hotspot, drag zone, or drag item as placed in the image to reveal the x and y coordinates of this object, as well as the height, width, and rotation.
0:06:32– 0:06:36	This reports the exact location of the upper left corner of the object selected.
0:06:37– 0:06:41	This is useful when aligning by exact coordinates is needed.
0:06:41– 0:06:45	Let's review the relationship between a hidden material and the focus node placed in the workspace.
0:06:47– 0:06:50	To the right of each section and area name, you will see an eye.

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If you want a material to be hidden from the learners, click on the icon that is an eye icon with a slash through it. You will know it's selected if it is red.

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A material is no longer hidden, meaning the learner can click on it if the eye icon without a slash through it is selected.

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If a material is not hidden and you want it to pop up first for the learner, click on the star to select it.

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It is standard practice to start all materials as hidden.

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That way, when the learner starts the activity, there will be no materials visible until you deliberately place material focus nodes to make them visible.

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More information about material focus nodes can be found in the workspace overview video.

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That concludes the materials video. Thanks for watching.