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| http://www.cooperstc.com/index_htm_files/25897.png | **Coopers**  Cambridge TEC (Certificate/Diploma) in IT  **Unit 17 – INTERACTIVE MEDIA AUTHORING** | Student Name:­­­­ **Grade Awarded by:**  **Date Awarded: \_\_\_\_\_\_\_\_\_\_** Grade: PASS/MERIT/DISTINCTION |

##### Unit 17 - Assignment Checklist - DD-MM-2014

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| **TASKS & LEVEL** | **ACTIVITIES** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | **STUDENT** | | **STAFF** |
| **LO1 - Understand principles of Interactive Media Authoring** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Task 1 – P1.1** | State and Compare the benefits and limitations of three media creation packages in terms of Media Authoring. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Product Intention** | | | | | | | | | | | | | **Authoring Benefits** | | | | | | | | | | | | | **Authoring Limitations** | | | | | | | | | | | | | | **Package Comparisons** | | | | | |
| Pkg 1 | | Pkg 1 | | Pkg 1 | | | | | | | | | Pkg 1 | | | | | Pkg 1 | | | | Pkg 1 | | | | Pkg 1 | | | | Pkg 1 | | | | | | Pkg 1 | | | | Pkg 1 | | | Pkg 1 | | Pkg 1 |  |  | |
| **Task 2 – P1.1** | Using examples from 2 Packages, compare with evidence the similarities of function and difference of method in authoring a media product. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Task 3 – P1.2** | Using examples from a similar project, outline the importance of Pre-Production planning and designs in Media Authoring. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Conceptualisation** | | | | | | | | | | | | | | | | **Planning** | | | | | | | | | | | | | | | | | | | | | **Design** | | | | | | | | |
| **Task 4 – P1.3** | Using examples from a similar project, outline the importance of the Creation and Implementation stages of a production for a Media Authoring project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Task 5 – P1.4** | Using examples from a similar project, outline the importance of the Review and Evaluation stages of a production for a Media Authoring project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Task 6 – P1.5** | Using examples from each category, discuss the Purpose, Audience and interactive Expectations within a production for a Media Authoring project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Marketing, promotional, advertisement** | | | | | | | | | | | | | | **Education, training, assessment** | | | | | | | | | | **Entertainment, Games** | | | | | | | | | | | | | | | **Virtual reality, simulation** | | | | | **Journalism, information** | |
| **Task 7 – P1.6** | Using examples, discuss the hardware limitations and browser issues that need to be considered within a production for a Media Authoring project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Web** | | | | | **Multimedia, CD/DVD ROM, kiosks** | | | | | | | | | | | | | | | | | | | | | | | | **Interactive TV** | | | | | | | | | | | | **Mobile devices** | | | | |
| **Task 8 – P1.7** | Using examples, discuss the Multimedia Content expectations that need to be considered within a production for a Media Authoring project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Text** | | | | | | **Images** | | | | | | | | | | | | | | | **Sound** | | | | | | | | | | **Animation** | | | | | | | | | | **Video** | | | | |
| **Task 9 – P1.8** | Using examples, discuss how interactivity and control systems need to be considered within a production for a Media Authoring project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Basic** | | | | | | | | | | | **Scripting** | | | | | | | | | | | | | **Action/Events** | | | | | | | | | | | | | | | | **Control** | | | | | |
| **Task 10 – M1.1** | Using examples, discuss how interactivity and control systems need to be considered within a production for a Media Authoring project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Media 1** | | | | | | | | | | | **Media 2** | | | | | | | | | | | | | **Media 3** | | | | | | | | | | | | | | | | **Media 4** | | | | | |
| **Task 11 – D1.1** | Using examples, discuss how interactive media benefits the end user within a production for a Media Authoring project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Mobility** | | | | | | | | | **Interactivity** | | | | | | | | | | | | | | **Accessibility** | | | | | | | | | | | | | | | | | **Targets A Set Audience** | | | | | |
| **Task 12 – D1.2** | Using examples, discuss how interactive media benefits the end user within a production for a Media Authoring project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  |  | |
| **Size** | | | | | | **Download Time** | | | | | | | | | | | | | | | **Type of Content** | | | | | | | | | | | | | | **Requirements for Plug-Ins** | | | | | | | | | | |
| **LO2 - Be able to devise an interactive media product** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Task 1 – P2.1** | Identify the Purpose, Audience, Audience Needs, Content and Format for your Multimedia Product. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Client Needs** | | | | | | | **Target Audience** | | | | | | | | | | | | **Target Audience Needs** | | | | | | | | | | | | | | | | **Content** | | | | | | | **Format** | | | |
| **Task 2 – P2.2** | Create a Navigation Map showing alternative pathways between screens and justify your design decisions. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 3 – P2.3** | Identify and explain an appropriate house style created for the multimedia product and justify your choices and design decisions. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 4 – P2.4** | Identify and explain an appropriate consistent interface for the interactive media product and justify your choices and design decisions. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 5 - P2.5** | Produce a storyboard for each screen showing multimedia elements and interactive features and justify your choices and design decisions. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 6 - P2.6** | Produce a digital mood board that illustrates design choices including interactive features and justify your choices and design decisions. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 7 – M2.1** | Evidence should be provided of discarded choices with a justification of decisions made. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 8 - P2.6** | Produce a Script plan that illustrates an Action or Motion within your media product and justify your choices and design decisions. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 9 – M2.2** | Provide Evidence of discarded choices with a justification of decisions made. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 10 – P2.7** | Evidence **Creating**, **Editing** and **Optimising** the following elements within the multimedia product (Click on links for individual tasks) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **P2 – Text** | | | **P2 – Graphics** | | | | | | | | | | | | | | | | | | **P2 – Animation** | | | | | | | | | | | **P2 – Sound** | | | | | | | | | | **P2 – Audio** | | | |
| **M2 – Other Images** | | | **M2 – Drawing/ Diagrams/Chart** | | | | | | | | | | | | | | | | | | **M2 – Range of Animations** | | | | | | | | | | | **M2 – Range of Sounds and Audio** | | | | | | | | | | **M2 – Range of Videos** | | | |
| **Task 11 – P2.8** | Present within a table that acknowledges the sources of various different multimedia elements (state the following – name, type, size, source, copyright) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 12 – P2.9** | State the legal and ethical implications of copyright in reference to your collected resources and how this will impact on your decision to use and select these resources. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **LO3 - Be able to create an interactive media product following industry practice** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **Task 1 - P3.1** | | Evidence the creation of a folder structure with Sub folders for all the elements within your Multimedia product. Explain the need for this in terms of file security, compatibility and ease of production. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 2 – P3.2** | | Evidence that the files saved within the folders are appropriately named. Explain the need for this in terms of file security, compatibility and ease of production. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 3 – P3.3** | | Evidence that your files and folders have been back-up up to a secure location over a period of time. Explain the need for this in terms of file security, production needs and meeting deadlines. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 4 – P3.4** | | Create a GANTT chart to illustrate your action plan. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 5 – P3.5** | | Create a time plan table using that takes into consideration Milestones and dependencies for the project based on your Gantt Chart. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 6 - P3.6** | | Evidence the Creation of the multimedia product you have designed, using the multimedia elements you have created/edited. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Text** | | | | | | | **Graphics** | | | | | | | | | | | | **Animations** | | | | | | | | | | | | | **Sounds** | | | | | | | | | **Range of Videos** | | | |
| **Audio Files** | | | | | | | **Multimedia Effects** | | | | | | | | | | | | **Interactive Elements** | | | | | | | | | | | | | **Diagrams/ Charts** | | | | | | | | | **Interactive element** | | | |
| **Task 7 – P3.7** | | Illustrate a variety of interactive features used within the multimedia product. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Your external hyperlinks** | | | | | | | | | | | | | | | | **Interactive game** | | | | | | | | | | | | | | | | | | | | | **Timelines** | | | | | | | |
| **Task 8 – P3.8** | | Illustrate the use of a navigation system within the multimedia product | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Creation of Page Buttons** | | | | | | | | | | | | | | | | **Creation of Menu Page** | | | | | | | | | | | | | | | | | **Creation of Alternative Pathways** | | | | | | | | | | | |
| **Task 9 – P3.9** | | Illustrate the use of a variety of Program features for the production of this project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Timeline** | | | | | | | | | | | **Menus** | | | | | | | | | | | | | **Toolbars** | | | | | | | | | | | | | | | **Libraries** | | | | | |
| **Task 10 – P3.10** | | Illustrate the use of a variety of Functional features for the production of this project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Setting properties** | | | | | | | | | **Applying transitions/Effects** | | | | | | | | | | | | | | | | | | **Inserting/ importing and aligning text.** | | | | | | | | | | | | | | | | | |
| **Task 11 – P3.11** | | Illustrate the use of a navigation system within the multimedia product | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Hotspots and Captioning** | | | | | | | | | | | | | | | | **Scripting e.g. Lingo, ActionScript** | | | | | | | | | | | | | | | | | | | | | **Advanced Timeline Actions** | | | | | | | |
| **Task 12 – P3.12** | | Illustrate the use of a variety of Program features for the production of this project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Drag and Drop Elements** | | | | | | | | | | | | | | **Forms** | | | | | | | | | | | | **Controls for Audio and Video or the Game** | | | | | | | | | | | | | | | | | | |
| **Task 13 – P3.13** | | Illustrate the use of a variety of Functional features for the production of this project. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 14 – P3.14** | | Create a test table that can be used to test your multimedia product | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 15 – P3.14** | | Produce a **questionnaire** to seek feedback about your product | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 16 – P3.15** | | Use your questionnaire to seek feedback from test users | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 17 – M3.1** | | Analyse the results of the testing and feedback and review the suggested possible improvements. Explain why these have been suggested. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 18 – M3.2** | | Carry out suggested improvements in order to improve the effectiveness of your Multimedia Product. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 19 – P3.19** | | Discuss and evaluate the final output needs of the product In terms of location, file format, accessibility and evaluate the benefits and limitations of each format. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Self-Running product** | | | | | | | | | | | **CD/DVD Rom** | | | | | | | | | | | | | **Website** | | | | | | | | | | | | | | | **Mobile Apps** | | | | | |
| **Task 20 – P3.20** | | Evidence exporting your finished product and explain your choices in terms of the file format, characteristics, file size, resolution and location compatibility of this output. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Task 21 – D2.1** | | Produce a comparative **Product review** of the final product against the brief, client needs and user needs. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Design** | | | | | | | **Usability** | | | | | | | | | | | | **Functionality** | | | | | | | | | | | | | **Readability** | | | | | | | | | **Accessibility** | | | |
| **Task 22 – D2.2** | | Produce a comparative **Project review** of the overall production process against the brief, client needs and user needs linking this to Industry practice. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | |  |
| **Timings** | | | | | | | | | | | **Costs** | | | | | | | | | | | | | **Deadlines** | | | | | | | | | | | | | | | **Milestones** | | | | | |
| **Production process** | | | | | | | | | | | **Technical ability** | | | | | | | | | | | | | **Industry practice has been followed efficiently** | | | | | | | | | | | | | | | | | | | | |