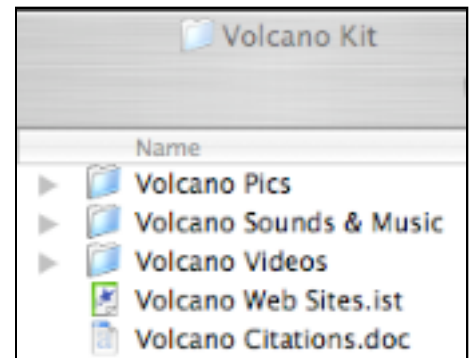


BUILDING A DIGITAL KIT

A Digital Kit is a focused collection of digital materials -- images, photos, sounds, music, web sites, video segments -- that can be used to support classroom instruction, differentiate learning, and provide materials for student projects.

Keeping it Organized

- Create a folder for your kit – Volcano Kit.
- Set up sub folders to organize the digital materials in your kit.
- Label the folders with both the topic and content– Volcano Videos.
- Create a word document for collecting citations.
- As you download and save materials into these folders, copy and paste the citation information into this document.
- Students can use this document to add citations to their projects.
- Create a document for collecting web sites for student use.
- I prefer Inspiration or Kidspiration as the URLs are automatically active links and the format is simple and allows for student response.



Collecting Photos

- **Pics4Learning.com** is one of my favorite sources for getting photos. These photos are all appropriate for students because they are contributed by teachers.
- Search by topic or type in a keyword to find a photo.
- Click on the photo to get the largest image.
- On a **Windows computer**, move the cursor over the picture and click the RIGHT mouse button.
- On a **Mac**, hold down the control key as you click on the photo.
- A small menu will appear including one of the following options: "Save Link As...", "Save Target As...", "Save Picture As...", or "Download Image to Disk...". These options save a copy of the image to your local hard drive. Select this option.
- If possible select a destination (ie. Volcano pics folder) in the "Save as" window, and click on "Save" or "OK".
- If you were not given the option to select a folder, you will need to drag the image file into that Pics folder. On a Mac press the F11 key to view your desktop and drag the photo file into the Pics folder.
- Copy and paste the bibliography information into your citation document.
- Photos can also be collected from subscription sites such as **unitedstreaming.com**.
- At *unitedstreaming* search by keyword and click on images under the Media Type in the left column.
- Click on a thumbnail to see a larger image of a photo.



- Click on the word Large to download the large image file.
- Click on the Citation tab to copy and paste the bibliography into your Citation document.
- Some of the photos that you download may need to be renamed more.

Collecting Music and Sounds

- **FreePlaymusic.com** is a good source for music.
- You can select music by CD volume, style or feel. Choose one of these options to run a search.
- You can also search by keyword.
- There will be several versions of every song--the full version and versions that last for a shorter length of time shown in seconds (10, 15, 20, 30... etc.).
- Scroll down the page to read about more songs or use the back button to choose a different search.
- You can click on the preview button to hear a song, but on some computers this feature does not work. In that case go ahead and download to listen to the music.
- To download a song **on a Mac or PC** click on the length of the the song (10,15,20,30 etc.) you wish to download from the list of Mp3.



1. Funky Dan (2:06) - Found on [Acid Jazz Vol 1](#)
A soulful piece with a sax and organ melody backed by funky rhythm section and brass hits.

Feeling: [Feel Good/Fun](#), [Aggressive/Driving](#) | Style: [Jazz Acid](#)
 Instrument: [saxophone](#), [organ](#) | Tempo: [Med-Fast](#)
 Composed by: Scott P. Schreer, Pete Calandra
 Published by: Freeplaymusic, BMI, Freeplaymusic, BMI

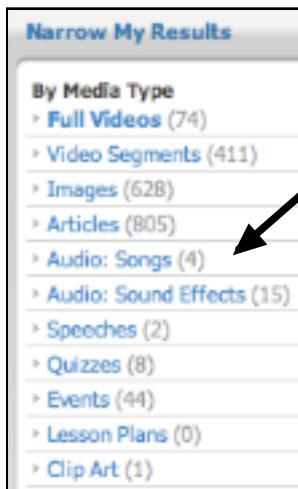
MP3 [2:06](#) [:60](#) [:30](#) [:20](#) [:15](#) [:10](#) | Preview [2:06](#) [:60](#) [:30](#) [:20](#) [:15](#) [:10](#)
 AAC [2:06](#) [:60](#) [:30](#) [:20](#) [:15](#) [:10](#) | Preview [2:06](#) [:60](#) [:30](#) [:20](#) [:15](#) [:10](#)

- If possible select a destination (ie. Volcano Music folder) for the mp3 file in the "Save as" window, and click on "Save" or "OK".
- If you were not given the option to select a folder, you will need to drag the mp3 file into the Music folder.

- **FindSounds.com** is a good source for sound effects.
- Type in a sound to search for and click on search.
- Click on the speaker to play the sounds.
- Click on the back button on your browser to get back to the FindSounds page.
- On a **Windows** computer, move the cursor over the speaker and click the RIGHT mouse button.
- On a **Mac**, hold down the control key as you click on the speaker.
- A small menu will appear including one of the following options: "Save Link As...", "Save Target As...". These options save a copy of the sound to your local hard drive. Select this option.

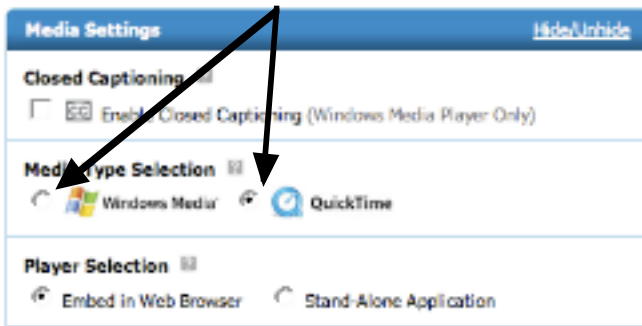


- If possible select a destination (ie. Volcano Sounds) in the "Save as" window, and click on "Save" or "OK".
- If you were not given the option to select a folder, you will need to drag the sound file into that folder.
- Sounds can also be found at **unitedstreaming.com**
- At **unitedstreaming.com** search by keyword and look under the Media Type in the left column to see if there are any Audio Songs, Audio Sound Effects or Speeches.
- Click on the Media Type to narrow the search and then click on the sound name.
- On a **Windows** computer, RIGHT click on the word Download.
- On a **Mac**, hold down the control key as you click on the word Download.
- Pull down to select "Save Link As..." or "Save Target As..." or "Download Linked File."
- Drag the file into the Sounds Folder if necessary.
- Don't forget to copy and paste the URLs for all of the sounds and music into your copyright document.



Collecting Video Segment

- **Unitedstreaming.com** is a good source for video segments.
- At *unitedstreaming* search by keyword or drill down by subject area, grade, or standards search.
- Click on a video and then on the Video Segments tab.
- You can also look narrow your search under Media Type and look directly at the video segments that match your keyword.
- Check to make sure the Media Settings, found in the lower left corner of the screen, are correct for your platform.
- On a Windows machine, you will want to download the file as Windows Media.
- On a Mac you will want to download the Quicktime file.



- Click on the play button to preview or stream a video segment.
- On a **Windows** computer, RIGHT click on the download symbol to the left of the video segment.
- On a **Mac**, hold down the control key as you click on the download symbol.
- Pull down to select "Save Link As..." or "Save Target As..." or "Download Linked File."
- A small menu will appear including one of the following options: "Save Link As...", "Save Target As...". These options save a copy of the sound to your local hard drive. Select this option.
- If possible select a destination (ie. Volcano Videos) in the "Save as" window, and click on "Save" or "OK".
- If you were not given the option to select a folder, you will need to drag the video file into the folder.
- Don't forget to copy and paste the URLs for all the video segments into your copyright document.
- Another great place to find videos is at archive.org

Distribution of Digital Kit

- Digital Kits can be burned on CDs to be shared with students and other teachers.
- A Digital Kit can also be placed in a shared folder available to others on a the school network.
- Photos can be posted to sites such as Flickr or Picassa, so that students can have access to view and download selected photos for a project.

Using a Digital Kit

- The materials in a digital kit can be used to enhance and differentiate instruction simply by double clicking and sharing the media with students via a projection device and/or speakers.
- The materials can be used by teachers and students in PowerPoint or Keynote presentations.
- The materials can be used in an Inspiration diagram.
- The materials can be used to create slide shows.
- The materials can be combined and transformed to create a digital story using PhotoStory or Movie Maker (PC only) or iMovie (Mac only.)

