Report on the DECriS Tutorial-1 (Barcelona, November 3-4 2021)

Introduction

The tutorial for the teachers from partner institutions was offered by teaching staff from Faculty of Information and Media of the University of Barcelona (UB). The tutorial was prepared by the team from Barcelona which was also responsible for the invitation of teachers. We had four qualified teachers/trainers: Williams Contreras, Juan Jose Boté, Jep Cunill and Gema Santos. The focus was on video-tutorials, primarily in the framework of information literacy tutorials, including video-clip productions for any communication need.
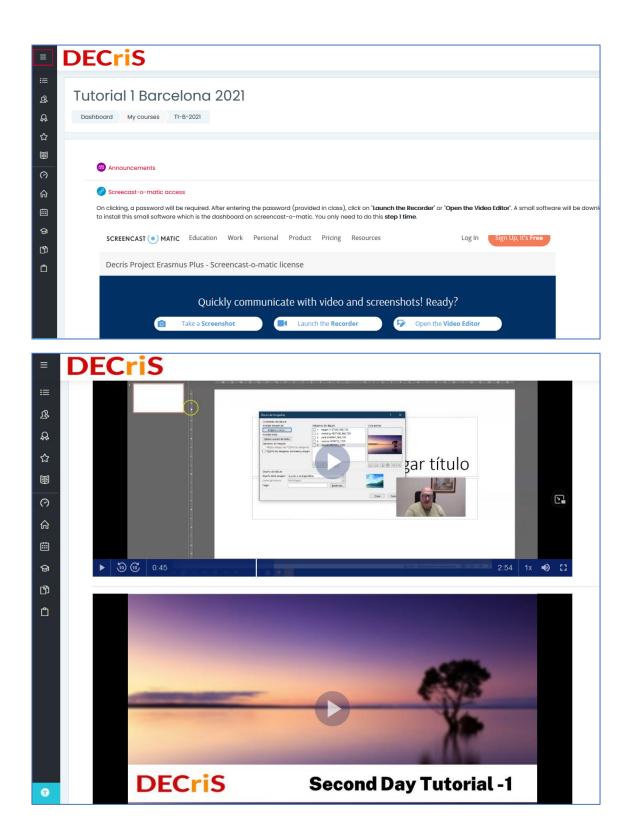
The content of the tutorial prioritized production of OER with resources which are easy to obtain and use as a first step. It was targeted at people with little experience, and as a knowledge base for more complex productions, where usually the non-expert should act mostly as a client, formulating adequate requirement specifications and conduct an informed quality control.

At technical level, the tutorial had a twofold focus: first, on the correct conceptualization and script for videos as Open Educational Resources (OER) and interactive visual interfaces at websites or app; second, on the choice of technical resources and use of procedures to produce those visual or interactive items.

Participants, organization and agenda

The total number of participants attending the course was 19, representing members of the five DECriS project main partners.

All activities were carried out punctually and with the necessary intensity to cover all the items on the planned agenda. Tutorial 1 was planned for 03/11 (all day) and 04/11 (only morning). Nevertheless, the organizers planned two additional days of independent work to be delivered later online. During these days, participants had materials to use and had to upload tasks on the DECriS Moodle platform (https://decris.ffos.hr/platform/).

The reason was because on the official Project Plan is it expected 4 days for Tutorial 1. For COVID-19 in order to maintain safer distances, it seems reasonable to have these 2 additional day after the face-to-face meeting in Barcelona, devoted to have lessons from video tutorials and to do exercises.

All participants were required to bring their own laptop for the practical training, so that the installation of programmes would be stable in their own working environment after the end of

the course. Also, they were advised to have in mind an educational video you would like to do. Bring your materials to produce the video.

In order to have a longer period of time to practice with the Screencast-O-Matic video creation software, each of the participants was given the keys to use a licence of this programme for one year. It is hoped that this will support the creation of OER within the DECriS project.

Schedule		
	03/11/2021	04/11/2021
9 to 13 *11-11:30 Coffee break*	A – Jep Cunill	C - Gema Santos and Juanjo Boté
15 a 19h *17-17:30 Coffee Break*	B – Williams Contreras	

Syllabus

03/11/2021. Professor: Jep Cunill (9 to 13 h)

- **Video elements:** Image, sound, titles, voice-over, graphics, lower third, call-outs, photos, effects, transitions, music, subtitles, captions...
- **Video concepts:** Bit rate, frame rate, aspect ratio, sizes, systems
- **Video formats:** Container and codecs
- **The project** (From idea to the script): Gathering materials, Video length
- **Camera and photographic concepts:** Exposition, Shutter, Aperture, Sensibility, Focus, depth of field...
- **Sound concepts**
- **Technical material needed**
  - o Laptop
  - o Camera : Types and characteristics
  - o Microphones, Earphones, Headphones, Voice recorder,
  - o Other tools: Tripod, Light, Wires, Connections, Adapters.
- **Recording space:** home room or professional room
- **Dynamic work:** Distances, positions, composition, framing, backgrounds...
- **Advice prior to record**
- **Before editing** organization, Backups.
- **Type of videos:**
  - o **Interviews:** How to do an interview.
  - o **Tutorials,** etc.

03/11/2021. Professor: Williams Contreras (15 to 19 h)

- **Graphical design:** thumbnail design, back-cover design, watermarks or logo, other elements to consider
- **Graphic design software:** GIMP, Inkscape, CANVA, PowerPoint, Screencast-O-Matic

- **Hands-on:** preparing your material to record the video (images, Thumbnail, Back-cover)

04/11/2021. Professors: Gema Santos & Juanjo Boté (9 to 13 h)

- OER - Open Educational Resources
    - o Resources with CC or C0 to let them be used, reused and remixed
    - o Main components of an OER video
- Software to record video
    - o Screencast-O-Matic
    - o Editing with Screencast-O-Matic
    - o Importing videos
    - o Mixing videos
- Hands-on: Recording and editing your video

Final remarks

The tutorial fulfilled its objectives of introducing the participants to the concepts and techniques listed in the Syllabus. This allows to strengthen the knowledge base to be used in IO-3 ("A list of critical success factors and their typological classification for the evaluation of the OER's") IO-4 ("Case study on how the critical success factors work in practice"), or for their adaptation from content with CC licences that allow reuse after some kind of improvement involved at IO-5 ("Optimisation of OERs"). For a larger step such as the production of new OER from the scratch, it may be necessary to consider some kind of seminar or collaborative work at a distance between those people from the different partners who are more inclined to this type of creativity.

Barcelona, December 21st 2021