

Creating Economical e-Learning Materials Using PDF

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Introduction

- ▶ PDFs are ideal for exchanging without font or layout changes of the document on any operating system.
- ▶ Using PDFs is not limited to such purposes.
- ▶ You can create multimedia materials for foreign language education.
- ▶ You can use *Adobe Acrobat 9 Pro (AA9P) or Extended (AA9PE)* to insert model audio files and students can record and save their own voices, as well as listen to them using PDFs.

Introduction

- ▶ You don't need programming skills and simply click the necessary links from the menu.
- ▶ Students can freely use *Adobe Reader (AR)* to open PDFs and record their own voices.
- ▶ You can use *Adobe Presenter (AP)* that is included in *MS-PowerPoint* and *AA9PE*, and can use *AP* to make quizzes with grading capabilities, and export it to a PDF.

Introduction

- ▶ In the CALL laboratory it can be used as an e-Learning material.
- ▶ In the traditional classroom it can be used to make printouts, handouts or quizzes.
- ▶ It is quite money-saving and useful to use PDFs.
- ▶ This presentation discusses how to implement the basics on using *AA9PE* for producing economical multimedia materials.

Developing Multimedia Materials

- ▶ Three ways to edit PDFs with a free *AR*
- ▶ [Software]
- ▶ Instructors need to purchase *AA9P* (Windows or Macintosh versions) or *AA9PE* (Only Windows version)
- ▶ The newest version of free *AR* (both Windows and Macintosh, more than Ver. 6, ideally Ver. 9) at PCs for students is needed.

Developing Multimedia Materials

- ▶ Using PDF's footnote function
- ▶ Basically you can do:
 - Listen to a model sound or sentence while watching it.
 - Listen to your own recorded sound or sentence.
 - Take a memo or mark it with the line marker.
 - Draw freehand.
 - Make a link to webpages.
- ▶ You can create any multimedia material using a PDF with a text and sound on the web or providing a handout by printing it for your students.

Developing Multimedia Materials

- ▶ The simplest way to create a multimedia material with a sound ([Sample 1](#)):
 - Write the instruction, sample information, etc. with *MS-Word*.
 - Export it into a PDF. (In Windows you can find the export icon in the tool bar. In Macintosh OS X you can choose the print command (save as a PDF.)
 - Start *AA9P* or *AA9PE* and open the saved PDF.
 - From the tool menu, choose 'Multimedia' and then 'Sound Tool.'
 - Specify the place to embed it after the cross-hair cursor appears.
 - When the sound tool window appears, choose 'create a multimedia content.'
 - Choose the 'compatible media after *Acrobat 6*' and click the button of a sound file (either *mp3* or *wave* format).
 - From the footnote menu, choose the 'Activate *AR*' footnote function.' (This operation might cause an irreversible change, so you should save the PDF as a different file name.

Developing Multimedia Materials

- ▶ Using PDF's typewriter function
- ▶ Basically you can do:
 - Listen to a sample sound while watching a word or sentence.
 - Record your own voice into a PDF and listen to it.
 - Take a memo and mark with the line marker.
 - Draw freehand.
 - Make a link to websites.
 - Write in any places on the PDF by choosing any sizes and kinds of fonts.

Developing Multimedia Materials

- ▶ The simplest way to create a multimedia material with the typewriter tool ([Sample 2](#)):
 - Write the instruction, sample information, etc. with *MS-Word*.
 - Export it into a PDF.
 - From the tool menu of *AA9P* or *AA9PE*, choose ‘Typewriter’ and then enable (ON mode) a setting of ‘Typewriter Tool.’
 - This operation might cause an irreversible change, so you should save the PDF as a different file name.

Developing Multimedia Materials

- ▶ Using PDF's form function
- ▶ Basically you can do:
 - Listen to a sample sound while watching a word or sentence.
 - Record your own voice into a PDF and listen to it.
 - Take a memo and mark with the line marker.
 - Draw freehand.
 - Make a link to websites.
 - Write in any places on the PDF by choosing any sizes and kinds of fonts.
 - Make a list of texts extracted from a certain blank space of the PDF.

Developing Multimedia Materials

- ▶ The simplest way to create a multimedia material with the form ([Sample 3](#)):
 - Write the instruction, sample information, etc. with *MS-Word*.
 - Export it into a PDF.
 - From the tool menu of *AA9P* or *AA9PE*, choose 'Addition of a Field or Edit' of 'Form' menu and then make blank spaces of a table detectable automatically.
 - Make revisions the automatically detected form.
 - Choose 'Distribution of the Form' of 'Form' menu in *AA9P* or *AA9PE*.

Developing Multimedia Materials

- Choose the way to distribute the form from the following three choices.
 - Manually collection of replies in the mail in-box (Distribution and collection using mail attachments)
 - Automatic collection of replies in a server (Distribution and collection using a writable server space area or network drive within the campus network system)
 - Automatic downloading and organization of replies at Acrobat.com: Using a free online service of Acrobat.com (<http://www.adobe.com/>) via the Internet. To do so, the instructor needs to register himself to the site in order to distribute the form. Based on the instructions of *AA9P* or *AA9PE*, the instructor informs student about the URL of the downloadable site for a PDF by email. Each student downloads the PDF, complete the form, and send it back by pressing the 'Send the Form' button. The result will be returned to him via the Internet. See its sample movie at http://adobe.com/designcenter/video_workshop/?id=vid0348.

Conclusion

- ▶ Once the teacher spends the minimum expenses to purchase *AA9P* (now *AAXP*) or *AA9PE* (now *AAXPE*) and gets accustomed to using either one, it is not difficult to create multimedia materials and indeed it is an economical way to provide entertaining teaching materials for EFL/ESL students who simply use *AR* at their own PCs.

References

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- ▶ Concepcion, Anne-Marie. (2009). Acrobat 9 Professional tips and tricks. Retrieved October 25, 2010 from <http://www.lynda.com/home/DisplayCourse.aspx?lpk2=652>.
- ▶ Kiyohara, Fumiyo. (2010). PDF de e-Learning kyozaï o tsukuru: PDF de mohan onsei o kiki, PDF ni rokuon suru (Creating e-Learning materials: You can listen a model sound and record your voice with PDF), CIEC workshop handout, Rikkyo University Ikebukuro Campus, March 27, 2010.
- ▶ Wood, Brian. (2009). Acrobat 9 Pro: Creating multimedia projects. Retrieved October 25, 2010 from <http://www.lynda.com/home/displaycoursenotabs.aspx?lpk67=true>.

Resources

- ▶ Adobe Acrobat 9 (X) Pro – <http://www.adobe.com/products/acrobat.html>
- ▶ Adobe Acrobat 9 Pro Extended – No more available and can be replaced with Acrobat X Suite
- ▶ Adobe Acrobat Reader X (the newest version) – <http://get.adobe.com/reader/>
- ▶ A free trial of Acrobat X Pro (English, Windows, 465.1 MB) – https://www.adobe.com/cfusion/tdrc/index.cfm?product=acrobat_pro&loc=en