



Course projects in the Instructional Media require software and hardware to produce multimedia projects including digital videos and slideshow presentations. Generally, these projects have been developed so that you can use consumer-level software that is freely available for both WindowsXP/Vista and Macintosh operating systems. While the software is easy to acquire, please note that you will achieve the best results and ease of use with a current model computer (less than 3 years old) with 1MB or more of onboard memory. Specific requirements include:

Software

Word Processor

Course assignments request submission files in Microsoft Word (.DOC) format. (Students using Office 2007 (.DOCX) still should save their files in the earlier .DOC format.) If you use a different word processor then files should be submitted in rich-text (.RTF) format.

Presentation/Slideshow Software

You should have at least one of the following applications:

- iMovie (Mac – recommended) Available free in the iLife application suite.
- Photostory 3 (Win – recommended) Available free at www.microsoft.com.
- Powerpoint (Win/Mac) Included in Microsoft Office suite.

Digital Video Editing Software

You should have at least one of the following applications:

- iMovie (Mac – recommended) Available free in iLife application suite.
- Movie Maker (Win – recommended) Available free in WinXP and Vista operating systems, or at www.microsoft.com.

Audio Editing Software

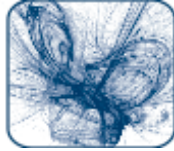
You should have at least one of the following applications:

- Audacity (Win/Mac – recommended) Available free at audacity.sourceforge.net.
- Garageband (Mac – recommended) Available free in the iLife application suite.

Hardware

Personal Computer

You should have access to a Windows or Macintosh computer meeting the following requirements. Please note you must have account permission to install required software if necessary.



Windows

- Operating system: XP (SP2)¹ or Vista
- Processor: minimum Intel P4 1.7GHz or equivalent
- Memory: minimum 512MB; 1GB strongly recommended
- Free hard drive space: minimum 2GB

Macintosh

- Operating System: Mac OSX (10.4+)
- Processor: minimum Intel G5 1.9GHz
- Memory: minimum 512MB; 1GB strongly recommended
- Free hard drive space: minimum 2GB

Digital Video Camcorder

You should have a digital camcorder that can be connected to your computer to import video to the digital video software. Any camcorder storage format (tape, hard drive, DVD, or flash memory) is acceptable, only note that some storage formats may require importing by playing the video on the camcorder while others may require transferring files. You should test your camcorder, personal computer, and software for compatibility at the beginning of the course.

Using Digital Cameras to Film Video

Most current digital cameras have a video capture mode that could be used to record digital video for your class projects. If you intend to use a digital camera for this purpose you need to make sure that:

1. *The camera has sufficient onboard memory.* 1GB should be a minimum.
2. *The camera microphone records clean audio.* Digital camera microphones are often inferior to camcorder microphones. Test yours to make sure it will record good enough sound for a class project.

Miscellaneous Hardware

Computer Microphone

Laptop computers usually have an onboard microphone, but the quality of these devices is poor. Buy a computer microphone or headset with microphone that will plug into your computer.

Webcam

Some video projects might be produced using a webcam instead of a digital video camcorder. Both iMovie and Movie Maker are able to capture webcam video directly into the application for inclusion in video projects.

¹ Service Pack 2



Scanner

You will need a flatbed scanner to digitize still photographs for inclusion in some projects.

Tripod

If it is available you should use a tripod with a digital camcorder or digital camera when recording video.

Firewire or USB Transfer Cable

Some digital camcorders and cameras require a Firewire or USB cable with specially sized plugs to connect to your computer. If you need a cable make sure it has the correct plugs for your device.

Computer Microphone

Laptop computers usually have an onboard microphone, but the quality of these devices is poor. Buy a computer microphone or headset with microphone that will plug into your computer.