

Primary Access Technology Tips for Teachers

Start

Script

Find

Narrate

Start Tab Tips:

- Make sure students **LOAD** their activity. If they don't, a demo activity about Brown vs. Board of Education will appear.
- Do not allow students to change their password. There is no way for you to retrieve it if they forget.
- When Primary Access gets stuck on something, go to another site, since there isn't a Log Out button, then log back in

Start

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Script Tab Tips:

- When students first click on the Script tab, it will look blank. They must **LOAD** the correct VERSION.
- If students click **Load** instead of **Save**, their script may be erased.
- Students must *always* go to the **Script Tab** to save.
- Students can write their script in Word and paste them in their script.
- Pictures will show during the movie when the text they are linked to is highlighted; the pictures and text don't have to be physically or horizontally lined up. The green highlighter is what indicates where each picture will show.
- Put spaces between paragraphs to allow time for viewing the photos in movie. Add lines of filler type, like "Silence," to create space in the movie for the pictures to show without narration.
- When students are in the script, they sometimes use the button in the middle of the mouse to scroll down. This will move the script, but NOT the images.

The screenshot shows a software interface with four tabs at the top: 'Start', 'Script', 'Find', and 'Narrate'. The 'Find' tab is selected and highlighted in orange. Below the tabs is a large white rounded rectangle containing the title 'Find Tab Tips' and a list of seven bullet points. At the bottom left of the interface is a question mark icon, and at the bottom center is an 'Options' button.

Find Tab Tips

- Click on **Details** underneath the first picture then use the arrow buttons to scroll through the images. It sometimes takes a while for the images to load.
- Students can search for and add their own pictures to their folders by clicking on the **Options** button, then clicking on **Add Pic by URL**. Directions for finding the URL of a picture are listed there. They can only do this if you allowed it when creating or modifying the activity.
- Only picture files ending in .jpg can be added.
- Clicking on **Remove New Pix** will remove ALL of the pictures the student has added from outside the Primary Access catalog.
- These pictures are NOT added to the Primary Access catalog, only to that student's movie. If removed, they cannot be retrieved.
- Remind students to return to the **Script Tab** and **SAVE**; if they leave Primary Access without doing so, their work will be lost.

The screenshot shows a software interface with four tabs at the top: 'Start', 'Script', 'Find', and 'Narrate'. The 'Narrate' tab is selected and highlighted in orange. Below the tabs is a large white rounded rectangle containing the title 'Narrate Tab Tips' and a list of seven bullet points. At the bottom center of the interface is an 'Options' button.

Narrate Tab Tips

- Students can adjust the speed of the teleprompter and, therefore, the speed of the picture transitions, by moving the triangle between *Slower* and *Faster* at the bottom of the screen.
- The average narration speed for secondary students is about 180 words per minute.
- The average narration speed for elementary students is about 145 words per minute.
- Students can play around with the speed of the teleprompter until they get a comfortable speed.
- Some teachers recommend that students save narration as version 2, and save music as version 3. This can prevent work done in a previous step from being lost.
- You can record a comment on students' work by clicking on the Options button, then Record Comment. Students who finish early could also do "directors' notes" using this feature.
- Remind students to return to the **Script Tab** and **SAVE**; if they leave Primary Access without doing so, their work will be lost.

View

My Folder

Timeline

Idea Map

View Tab Tips

- Students can adjust the volume of the narration relative to the music at the bottom of this tab.
- Remind students to return to the **Script Tab** and **SAVE**; if they leave Primary Access without doing so, their work will be lost.

View

My Folder

Timeline

Idea Map

My Folder Tab Tips

- Click on an image in **My Folder**, then **Options**, then **add to script** to add an image to the script. Primary Access will automatically place it after the last image entered.
- Students can re-order the images in their folder much like they can in PowerPoint in the slide sorter view. Click on a picture and hold, then drag it to the correct location.
- Students can print the images in their folder by choosing **Print Folder**. A message will ask how many pictures on a row, and will then move to the regular print screen.
- Students can also print their script by choosing **Print Script**. This will print the script as it appears under the **Script Tab**, including the pictures.
- Select a picture from **My Folder** by clicking on it. It is selected if the title turns **red**. Remove that picture from the folder by choosing **Remove Picture**.
- Remind students to return to the **Script Tab** and **SAVE**; if they leave Primary Access without doing so, their work will be lost.

More Teacher Tips:

Script:

- Have students copy their scripts and paste them into a Word document at the end of a work session as a back-up.
- To start off reluctant writers, give them a first sentence for their script- something that creates tension, like a quote or example.
- Some students might find it easier to start with the images while building their script. Students could work with the images on the screen or on print-outs to determine what they want to say about each image and then build the script.
- Some students might need to finish the script before adding any images, especially elementary school students.
- When typing a script with a group, assign each student a role. Examples might include: director (tells the typist what to type,) typist, and spell-checker (sits with a dictionary and looks up words that don't look right to the group.)

Find:

- A good 2-minute movie uses 10-15 images.
- Some students get very distracted when adding their own pictures to their scripts. When allowing students to search for and add their own images, remind them to pay careful attention to the source of their images.

More Teacher Tips:

My Folder:

- Sometimes the Print Folder option doesn't work. Just keep trying.
- Print students' images and have them write on each one how it relates to the main idea of their movie. Students can then put the images in order to have a rough outline for their script.
- Students could also circle the part of each image that they feel they should focus on when they're adding motion.

Narrate:

- Some students have made the mistake of selecting [add mp3 narrate](#) when adding music. They should select [add mp3 music](#).

Timeline:

- The timeline feature places students' images into a timeline according to the dates in the bibliographic information. This can be helpful as students work to sequence historical events.