TIDBITS

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Instant Alt Tags in Power Point! Creative Commons images?

In power point under INSERT image, there are two icons. One icon is to insert pictures from your computer and the other icon is to insert images from the internet - *Online Pictures*.

When you choose online pictures it will bring up a search engine. This search engine automatically searches for creative commons Images – copyright free! It also puts the ALT tag in for you! *You can change that default and search for other licensed images*.

By default text comes up in the Alt tag box – if you like the description – just click the *Generate a description* for me! It's that easy!

If you do **not** have the insert online images because of being blocked due to a firewall – then use the FREE Online power point - insert all your images and then download the file!

You can also save the file to dropbox or onedrive.

Tip 1 for creating Microlearning

Create targeted online training videos.

Without a doubt, eLearning videos are one of the most effective examples of microlearning. Learners can quickly watch a video that explores a topic or walks them through a task. It also caters to a wide range of learning needs. Auditory learners benefit from the narration while visual learners can absorb information through images and graphics. You can even include subtitles and captions for those who are hearing impaired or speak another language. Make certain that you give your learners complete control over the video playback.

Spaced Practice

What is it? In a nutshell, Spaced Practice is the opposite of cramming: learning and study is broken up into a number of short sessions spread over a longer period of time.
Why is it beneficial? Cognitive Science research shows that learning is more effective and material is retained for longer periods.
What makes this happen? The effort the brain exerts to recall information in short bursts over time improves long-term retention and builds brain memory muscle.
How can we help our learners implement Spaced Learning? Revisit old topics regularly in class and in assignments. Repetition, recall and retrieval of material improves retention.

I can't find my file?

Click on the file folder located on your bottom bar. When File Explorer launches; in the search box – upper right hand corner, type *.doc or *.ppt or *.whatever the file extension is that you are looking for. * is a wildcard. The system will search for ALL the files with that extension and list them for you. It will return all the ppt *and* pptx files, or doc *and* docx files.

You can search *your* folders or the shared folders. For instance, do you need images? Then search for *.gif or *.jpg or *.png on the shared folders and you will get tons of images! If you search for *.eps you will get images, but unless you have specific software, you can't always open those file extensions.

Launch power point as a show!

Remember you can save your power point files as a power point show. This option packages the power point player, and launches your presentation in show mode!

Convert pdf files to word online for free – at http:/pdf2doc.com - Remember foreign fonts do not always convert correctly!

Note: *Some of the free converters do offer OCR conversions, but typically do not convert 2 languages at the same time.*