

# LARMER BROWN PLATFORM

## Standard Author Course

DATASHEET

### Course Overview

#### Course Duration:

15 Hours

#### Delivery:

Web Based Training - can be delivered in Classroom if required

#### Pre-Requisites:

None

#### Who Should Attend:

- Technical Writers
- Content Developers
- Instructional Designers

#### What You Will Learn:

- Introduction to LBP
- LBP Developer
- Simulations and documentation
- Courseware
- Questions and Quizzes
- Export and Publishing
- Manager Basics
- Instant Developer

#### Next Steps:

Master Author Course

### How To Book:

For more information contact our Sales Team:

Tel: 44 (0) 1252 607220

Email: [sales@larmerbrown.com](mailto:sales@larmerbrown.com)

This web-based training course provides delegates with an introduction to the core features and functions of the Larmer Brown Platform (LBP). Upon completion of this facilitated training, delegates will be ready to develop their own learning and support content using the tool.

#### Overview

This introductory course provides hands-on experience of the standard author role related features and functions of LBP.

#### The Course

To start, a schedule of dates and times will be agreed. During facilitated sessions, delegates will receive demonstrations and guidance to assist understanding and learning. Delegates are encouraged to work through the content in their own time. They will be expected to complete exercises based on demonstrations and lessons delivered and encouraged to ask questions, to confirm their understanding and share knowledge with others, during several collaboration sessions with the course facilitator.

Course facilitators are qualified Trainers with extensive development experience. This experience ensures that delegates receive 'value add' throughout the course, drawn from real-life project experience.

All delegates will receive telephone support for one-month post-course, covering any features and functions topics included in the course.

## Larmer Brown Platform Standard Author Course

### Course Objectives

This Standard Author Features Course is designed to ensure delegates receive a thorough introduction to the development of simulations and courseware for learning and support content. It follows the role of a Standard Author, as defined by LBP. Upon successful completion, delegates will be able to utilise their knowledge with confidence.

The Master Author Features Course that follows the Standard Author Course is designed to ensure those delegates have a thorough understanding of their role in LBP to customise and structure content, manage authoring teams, deliver and deploy content.

A detailed Lesson Plan for the Standard Author Course is included in this course outline.

### Online Facilitated Sessions

Several online sessions are planned according to the delegates' availability. During these sessions the course facilitator will demonstrate the learning modules and, where relevant, provide real examples. These sessions will be recorded and available for the delegates to review as part of their self-paced learning.

### Exercises and Knowledge Checks

Upon completion of a facilitated session, all delegates will be required to work through the module in their own time and complete an exercise, designed to test their understanding of the module. For example, an exercise will be to record and edit a simulation. This work is then reviewed by the course facilitator and feedback provided to the group at the next scheduled online session. Quizzes are included in the course. These can be completed by delegates alone or used in group discussion, facilitated by the course instructor.

### Support

Delegates will receive access to the eLearning content, recordings of sessions with the course facilitator as well as telephone support for any queries they have while completing the exercises set throughout the course.

## Larmer Brown Platform Standard Author Course

Function	Description	Time (mins)
<b>1. Introduction to Larmer Brown Platform</b>		<b>45</b>
(1) What is Larmer Brown Platform (LBP)	<ul style="list-style-type: none"> <li>Overview of the components of Larmer Brown Platform (LBP)</li> </ul>	
(2) Concept and benefits	<ul style="list-style-type: none"> <li>A presentation on the need for enablement and a solution overview</li> </ul>	
(3) Use cases	<ul style="list-style-type: none"> <li>See some possible use case scenarios</li> </ul>	
(4) Output materials	<ul style="list-style-type: none"> <li>A look at different types of content: Learning, Performance Support, Documents</li> </ul>	
(5) Link collection	<ul style="list-style-type: none"> <li>Links to additional support and information services in LBP</li> </ul>	
<b>2. Content Structuring</b>		<b>40</b>
(1) Workarea Concept	<ul style="list-style-type: none"> <li>Understand the use of a workarea and how to start the developer</li> </ul>	
(2) Project explorer	<ul style="list-style-type: none"> <li>Explore the options to search for content within the Workarea and change the workarea view</li> </ul>	
(3) Content structure – why is it so important	<ul style="list-style-type: none"> <li>Look at several types of structure and examples of how best to use them</li> </ul>	
(4) Book content structure	<ul style="list-style-type: none"> <li>A look at different examples of books and book content depending on the use case</li> </ul>	
(5) Media Objects	<ul style="list-style-type: none"> <li>Storing media objects</li> </ul>	
<b>3. Simulation Recording</b>		<b>50</b>
(1) Best practice	<ul style="list-style-type: none"> <li>Explain best practices when authoring</li> </ul>	
(2) Recording basics	<ul style="list-style-type: none"> <li>Getting started - look at the steps involved to record a process</li> </ul>	
(3) Advanced recording	<ul style="list-style-type: none"> <li>A detailed look at the recorder bar and options to downsize documentation sizes and settings to assist this</li> </ul>	
(4) Quick recording	<ul style="list-style-type: none"> <li>Latency free recording mode</li> </ul>	
(5) Screencast video	<ul style="list-style-type: none"> <li>Understand the purpose of a screencast video and how to create one from a simulation</li> </ul>	
<b>4. Simulation Editing</b>		<b>40</b>
(1) Editing basics	<ul style="list-style-type: none"> <li>Overview of editing features and functions</li> </ul>	
(2) Demo or practice text	<ul style="list-style-type: none"> <li>Understand the different uses for demo and practice text in a bubble</li> </ul>	

## Larmer Brown Platform Standard Author Course

Function	Description	Time (mins)
<b>5. Courseware: Book &amp; Book Pages</b>		<b>40</b>
(1) Concept and use cases	<ul style="list-style-type: none"> <li>Overview of the books and book pages</li> <li>How to insert a book page into a simulation and use as a group description</li> </ul>	
(2) Book page editor	<ul style="list-style-type: none"> <li>A detailed look at the features and functions of the Editor, including Object Toolbar, Object Editor, Object List and Book Explorer</li> </ul>	
(3) Special subjects	<ul style="list-style-type: none"> <li>PowerPoint import, avatar-style editor, border styles, subtitles</li> </ul>	
(4) Individual book page Backgrounds	<ul style="list-style-type: none"> <li>Set up an individual style for a book page by adding a background</li> </ul>	
(5) Authoring guidelines	<ul style="list-style-type: none"> <li>Guidelines on how to develop book pages</li> </ul>	
<b>6. Audio</b>		<b>45</b>
(1) Audio recording	<ul style="list-style-type: none"> <li>An overview on the use of audio for simulations</li> <li>An understanding of the different settings needed for audio recording</li> </ul>	
(2) Audio editing	<ul style="list-style-type: none"> <li>An understanding of how to edit audio content after it is recorded</li> <li>Edit audio in projects</li> <li>Edit audio in book pages</li> </ul>	
(3) The audio editor	<ul style="list-style-type: none"> <li>How to use the audio editor</li> </ul>	
<b>7. Text Units and Glossary</b>		<b>30</b>
(1) Overview	<ul style="list-style-type: none"> <li>Uses of text units and glossary</li> </ul>	
(2) Glossary	<ul style="list-style-type: none"> <li>How to create a glossary</li> </ul>	
(3) Book page style	<ul style="list-style-type: none"> <li>How to use text units in a book</li> </ul>	
<b>8. Documentation</b>		<b>60</b>
(1) Document generation	<ul style="list-style-type: none"> <li>Generation of a single document, Compound Document and Master Document</li> </ul>	
(2) Documentation macros in a project	<ul style="list-style-type: none"> <li>How to enhance your document by adding new features</li> </ul>	
(3) Documentation template for PowerPoint	<ul style="list-style-type: none"> <li>Generate templates for PowerPoint</li> </ul>	
(4) Reduce documentation size	<ul style="list-style-type: none"> <li>How to reduce the size of a document</li> </ul>	

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Function	Description	Time (mins)
<b>9. Quizzes</b>		<b>40</b>
(1) Objectives, item writing	<ul style="list-style-type: none"> <li>The purpose of learning objectives and writing rules</li> </ul>	
(2) Quiz item formats	<ul style="list-style-type: none"> <li>Quiz item formats and how to create them</li> </ul>	
(3) Quiz templates	<ul style="list-style-type: none"> <li>Different templates available for download</li> </ul>	
(4) Questions in book pages	<ul style="list-style-type: none"> <li>How to design, arrange and insert quiz questions into a book page</li> </ul>	
<b>10. Developer Export / Publishing</b>		<b>40</b>
(1) Publishing	<ul style="list-style-type: none"> <li>Explain the different publishing types and details about the publishing process for content (standard)</li> </ul>	
(2) Export	<ul style="list-style-type: none"> <li>Explain the options to import and export content as archive files (DKP) and as video files (MP4)</li> </ul>	
<b>11. Manager</b>		<b>100</b>
(1) What is the Manager?	<ul style="list-style-type: none"> <li>Introduction to some of the Manager's key features</li> </ul>	
(2) Basic terms	<ul style="list-style-type: none"> <li>Understand common language used when working with the Manager</li> </ul>	
(3) Managed workarea	<ul style="list-style-type: none"> <li>Introduction to managed workarea</li> </ul>	
(4) Connect Developer with Manager	<ul style="list-style-type: none"> <li>Overview on set up with the Manager OnPremise</li> </ul>	
(5) Server interactions	<ul style="list-style-type: none"> <li>Check out assigned objects</li> <li>Synchronise the workarea</li> <li>Manage tasks</li> </ul>	
(6) Developer / Manager Dialogs	<ul style="list-style-type: none"> <li>Overview of content production</li> </ul>	
<b>12. Instant Developer</b>		<b>45</b>
(1) Instant Developer	<ul style="list-style-type: none"> <li>How to create, edit and export content using the Instant Developer including audio</li> </ul>	
(2) Managed content creation scenario	<ul style="list-style-type: none"> <li>How the LBP components work together to manage content creation</li> </ul>	