teachers'domain
PROFESSIONAL DEVELOPMENT

Technology Guide to *Teacher's Domain* Worksheet

This guide provides instructions and tips for accessing media files on *Teachers' Domain*.

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Browsers and Plug-Ins Needed

In order to get the most out of *Teachers' Domain*, you will need an up-to-date browser (with JavaScript, cookies, and pop-up windows enabled) and certain plug-ins. All of these can be downloaded for free if you do not already have them installed on your computer.

Browsers	URL
Internet Explorer (version 7 or higher; version 6 will work, but some site features will be limited)	http://www.microsoft.com/windows/internet-explorer/default.aspx
Safari (version 3 or higher, current version recommended)	http://www.apple.com/safari/
Firefox (version 3.0 or higher, current version recommended)	http://www.mozilla.com/en-US/firefox/upgrade.html

Plug-ins (May already be preinstalled with your browser)	URL*
Adobe Flash Player and **Shockwave** allow you to experience online interactive multimedia, such as video, audio, animations, and activities.	http://www.adobe.com/products/flashplayer http://www.adobe.com/shockwave/download/
The **QuickTime** player helps you "stream" audio or video from the Web without waiting for the whole file to download. Some videos on *Teachers' Domain* will require the QuickTime player.	http://www.apple.com/quicktime/

Plug-ins	URL
The **Adobe Acrobat Reader** allows you to read and print PDF files. PDF is a file format that preserves the fonts, formatting, and graphics of source documents. You can also use "Preview" to read them on a Mac with OS X.	http://get.adobe.com/reader/

* Instead of typing in the URL, you can also use a search engine (e.g., Google or Yahoo!) to look for the software you need.

If you are unable to view videos or interactive activities after downloading plug-ins, try restarting your computer. If you are still unable to access any media, contact your school administrator or IT professional.

Computer Processors

Most recent computers will display the media on *Teachers' Domain*. Machines older than G3 (Mac) or Pentium 2 (PC) processor are not recommended.

Downloading Resources

By downloading a resource, you can include it in a presentation, share it with others, or use it in the absence of an Internet connection. Open Educational Resources (OER) on *Teachers' Domain* give you different permission levels for downloading, sharing, and/or remixing resources to meet your needs.

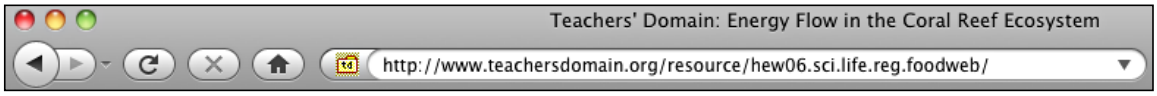
Permitted Use	Description
Download	*Download* these resources to your own computer or compatible viewing device.
Download and Share	*Share* many of these with students and colleagues in any kind of free, educational presentation.
Download, Share, and Remix	*Edit and use* (remix) some of these as you create your own educational media mash-ups.

Tips for Finding and Using Open Resources

1. Look for the permitted-use icons in resource lists or on resource pages.
2. Filter your search results by "Media Type" and "Permitted Use."
3. Select a resource and download the media to your computer. You will get a folder on your desktop or in your downloads folder with all of the necessary files.
4. Read the "ReadMe" and "License" files that come with the downloaded resource to learn about any rights limitations and how to appropriately attribute the media resource when you share it. (If you have trouble opening these .rtf files, change the extension to .doc and open it as a Microsoft Word file.)
5. If you would like to have the contextual materials (e.g., synopsis, background essay, discussion questions, and/or teaching tips) available offline as well, copy and paste them into a Word file or print them beforehand.

Troubleshooting

1. If you are having trouble finding the downloaded folder on your computer, try the following search:
   a. Go to your Internet browser window in which you found the resource to download.
   b. In the resource's URL, make note of the letter code between the last period and the forward slash (for example, for the URL http://www.teachersdomain.org/resource/hew06.sci.life.reg.foodweb/, the code is "foodweb").



   c. Do a search on your computer for this code. It should direct you to the download file for the resource.
2. If you are unable to download any files, check with your school administrator or IT professional. Schools sometimes block their computers from being able to download files.

Viewing Media Without an Internet Connection

To prepare for viewing *Teachers' Domain* media when you do not have access to the Internet, you will need to do the following:

1. Download the media to your computer when you do have access to the Internet.
2. Open the folder. To simply view the resource, you will need to open one of the following files:
   - For a video, open the .mp4 or .mov video file, or the HTML file (.html) that has the same name as the main folder. These will contain the same video, but with different formats that you can use depending on your presentation needs. (You do *not* need the .html file that begins with "attr" at this time.)

- For an interactive activity, open the HTML file (.html) that has the same name as the folder you downloaded. (Again, you do *not* need the .html file that begins with "attr" at this time.)

Adjusting Downloaded Video Viewer Size

Videos play at a default size suitable for an individual viewing. To enlarge it:

1. Select a downloadable video. (To find one, select from your saved resources or browse or search for a topic of interest. When you reach any results page, scan the page for any resources that have the "Download" icon, an arrow pointing downward. You can also filter the results by Permitted Use.)
2. Open the video file (.mp4 or .mov), using whatever compatible player your computer supports.
3. Adjust the size by doing one of the following:
    - Select a different size from the player's drop-down menu.
    - Drag the bottom right corner of the video viewer to the preferred size.

Videos are at their optimal quality at the preset size. Increasing the video size will result in some loss of image quality—the bigger the image, the bigger the loss. If you increase the video size, make sure that the image quality meets your needs before using it.

Note that most streaming video on *Teachers' Domain* can also be played full-screen. In the player window, click the "Fullscreen" button in the lower right-hand corner.

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