

**Introduction to Adobe Presenter**

**Course Number:** PRE-100  
**Duration:** 2 days

**Overview**

Accelebrate's Introduction to Adobe Presenter training teaches attendees how to produce engaging and interactive soft skills e-learning videos and integrate them with Learning Management Systems. This course is current to Presenter 11.

**Prerequisites**

No prior Presenter experience is presumed.

**Materials**

All attendees receive comprehensive, illustrated courseware covering all topics in the course.

**Software Needed on Each Student PC**

* Windows 7 or later with the latest service pack installed
* 8GB RAM
* At least 15GB free hard drive space
* Modern release of Chrome, Firefox, or Microsoft Edge
* Modern release of Adobe Reader (and Adobe Flash Player, if allowed in your organization and you will be outputting SWFs)
* Microsoft PowerPoint 2010 or later with the latest service pack installed
* QuickTime and Adobe Media Encoder 6.0
* Internet access
* Related lab files that Accelebrate provides

**Objectives**

* Add characters, scenes, images, and videos
* Create voiceover scripts
* Record voiceover audio
* Import audio
* Edit audio files
* Publish Presenter projects as HTML5 and PDF
* Prepare and upload content so that it will integrate with Learning Management Systems

**Outline**

* Introduction
* Presenter Basics
  + The Interface
    - Explore an Existing Presentation
    - Publishing Confidence Check
  + Characters
    - Insert and Resize a Character
    - Characters Confidence Check
  + Scenes
    - Create a Scene
    - Characters Confidence Check
* Audio
  + Voiceover Scripts
    - Add Slides Notes
    - Voiceover Confidence Check
  + Recording Voiceover Audio
    - Record Voiceover Audio
  + Importing Audio
    - Import and Review an Audio File
  + Importing Audio Confidence Check
  + Editing Audio
    - Add Silence and Delete Audio
    - Control Audio Volume
    - Audio Editing Confidence Check
* Video and Pictures
  + Slide Video
    - Add a Video to a Slide
    - Edit an Imported Video
    - Videos Confidence Check
  + Sidebar Video
    - Import a Sidebar Video
  + Pictures
  + Import a Picture Onto a Slide
  + Images Confidence Check
* Interactive E-learning
  + Interactions
    - Insert a Word Search Interaction
    - Interaction Confidence Check
    - Student Activity: Manage a Slide
  + Scenario Interactions
    - Create a Scenario Interaction
    - Scenario Confidence Check
    - Create a Hyperlink
* Quizzing
  + Creating Quizzes
    - Student Activity: Add a Quiz
    - Student Activity: Insert a Graded Question
    - Question Slide Confidence Check
    - Student Activity: Add a Survey Question
* Reporting Data
  + Preparing a Lesson for an LMS
    - Set Quiz Reporting Options
    - Create a Manifest File
    - Publish a Content Package
    - LMS Confidence Check
  + Uploading to an LMS
    - Create an Inquisiq LMS Account
    - Create an LMS Course
    - Attach a Lesson to a Course
    - Create an LMS Catalog
    - Attach a Course to a Catalog
    - Test an eLearning Course
* Finishing Touches
  + Themes
    - Student Activity: Apply a Theme
    - Student Activity: Customize a Theme
    - Themes Confidence Check
  + Settings
    - Edit the Presentation Settings
    - Add a Presenter
    - Modify Sidebar Presenter Info
  + Managing Slides
    - Assign a Presenter to Slides
    - Slide Manager Confidence Check
    - Packaging
    - Student Activity: Create a Package
    - Your Final Confidence Check
* Conclusion