

Online Course Development Process

Tasks of Content Development Team

1. Create MS-Word document of lecture including all figures/images and equations with proper numbering and captions. Use proper colors and font typeface and an agreed upon standard equation style and sizing. For symbols (use equation editor, no text symbols please).
2. Equations must be sized in the Word document
3. Do not apply any styles or formatting to text in the Word document. Just use text size 12pt and font Tahoma. For a sample Word file, click on the link: [\\me-sinawi\ME201SHARED\Guidelines\WordSample.doc](#). Please note the sectioning in the Word file.
4. All figures must be referenced by figure number.
5. Split the content of the lecture into sections and one level of sub-sections only
6. Create sound files for all text and headings/titles using AT&T TTSApp (Settings: 24kHz, 16-Bit, Stereo, ATT DNV 1.4 Mike 16). Use filename convention as follows: 'L-aa-xx.wav', where L means lecture, 'aa' is lecture number and 'xx' is sound file number.
7. Convert sound files to MP3 using Musicmatch Jukebox (use 128-bit CD quality)
8. Tables from MS-Word do not work well with Authorware, hence tables will need to be made using Macromedia Flash. Send all tables in Word format to Mr. Irfan Hussaini (hussaini@kfupm.edu.sa)
9. Perform an internal peer review of the Word lecture
10. Copy the folder containing the MS-Word file and all MP3 sound files to the 'ME 201 Online' folder on Dr. Sinawi's PC. Send an e-mail to the entire group so that the respective members can start their tasks. Create a folder with the lecture number in this folder and copy the files there: [\\me-sinawi\ME201SHARED\Course\Resources](#)
11. Develop Review Questions (preferably single or multiple choice) for lecture in MS-Word (this will be incorporated into Authorware at the end of the lecture as a review exercise for the student)
12. Develop question bank to be used as assessment directly in WebCT (Recommended at least 15 to 20 questions per lecture)
13. Review final Authorware Lectures

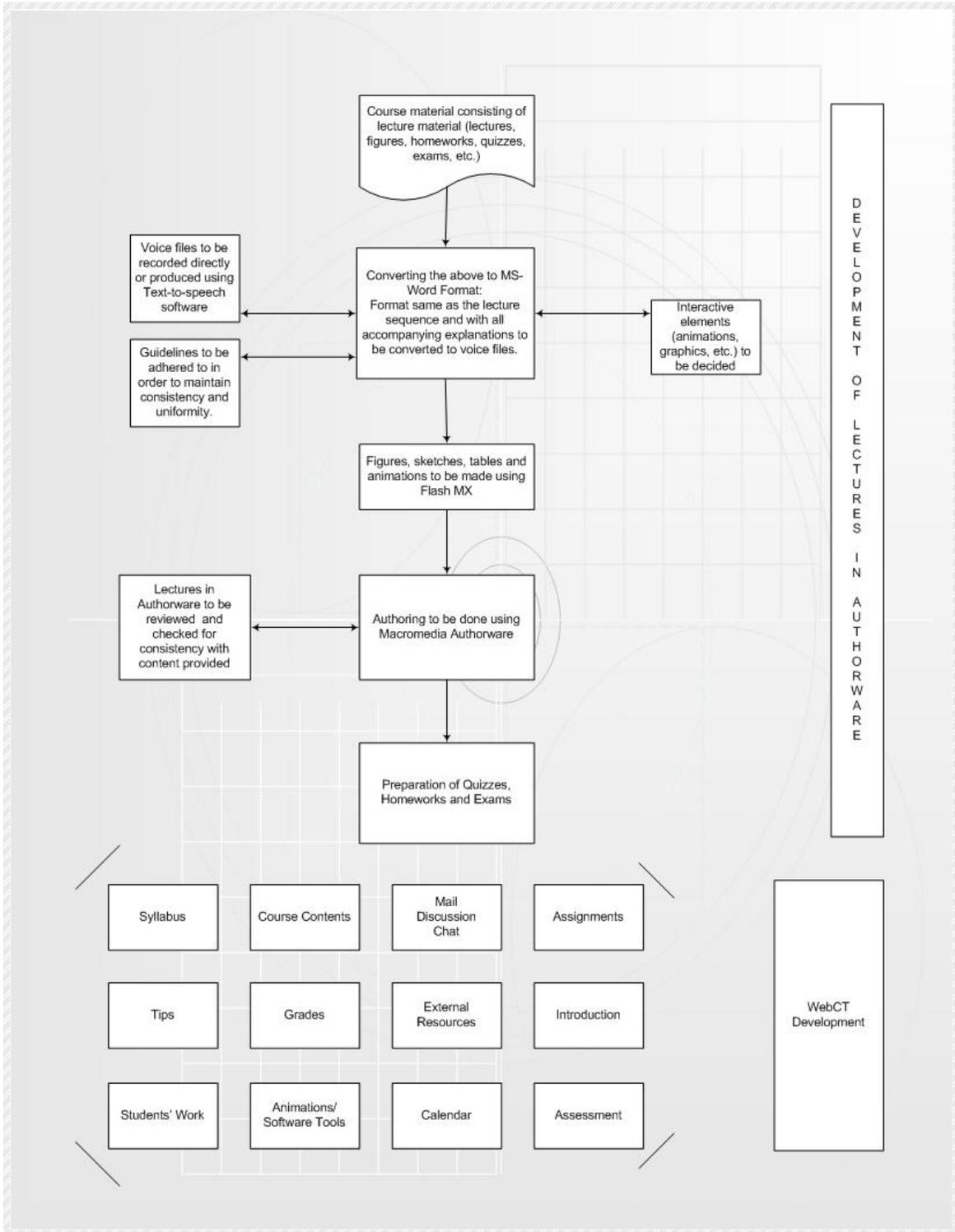
Tasks of Graphics Developer

1. Create graphics and tables using Macromedia Flash (Grey background with Box and Captions) with the figure captions.
2. Coordinate and follow-up between DAD and Content Development and Implementation Teams to get animations developed
3. Upload all completed graphics to the following location: <\\me-sinawi\ME201SHARED\Course\Graphics>

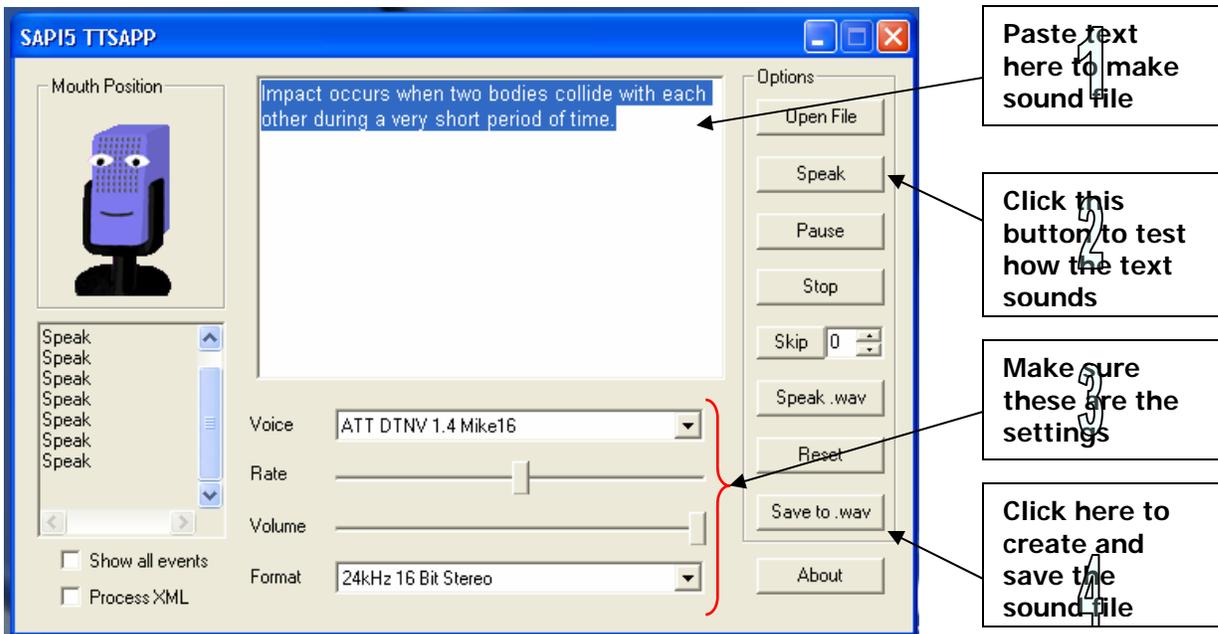
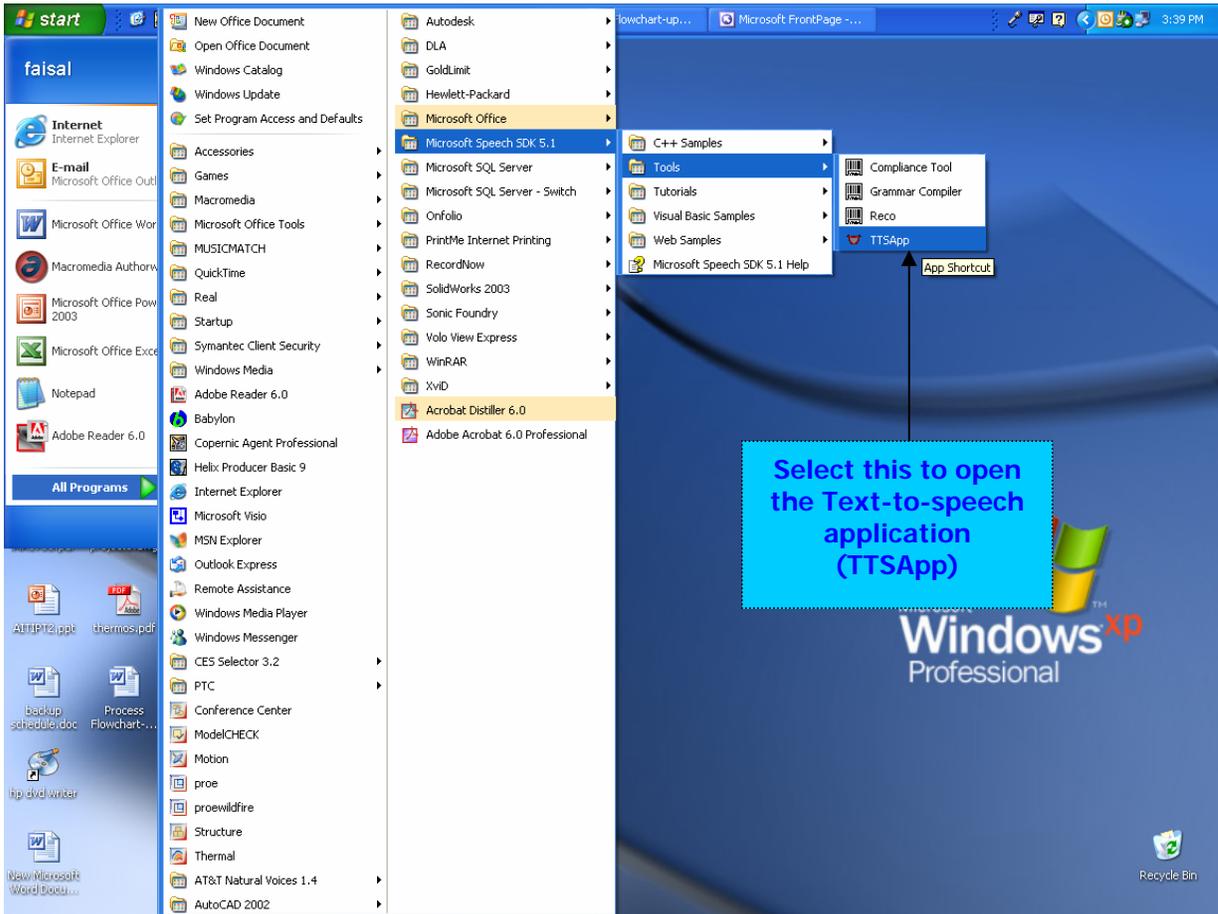
Tasks of the Implementation Team

1. Design a proper color scheme (Background & Text) for the lecture
2. Designing a proper navigation system
3. Develop Lecture in Authorware incorporating all the sound files, graphics and animations
4. Implement review quiz at the end of each lecture if review questions are available
5. Update lectures after final review by content development team
6. Copy finished Authorware piece with its folder to this folder: <\\me-sinawi\ME201SHARED\Course\Piece>

Project Flowchart



Text-to-speech Software

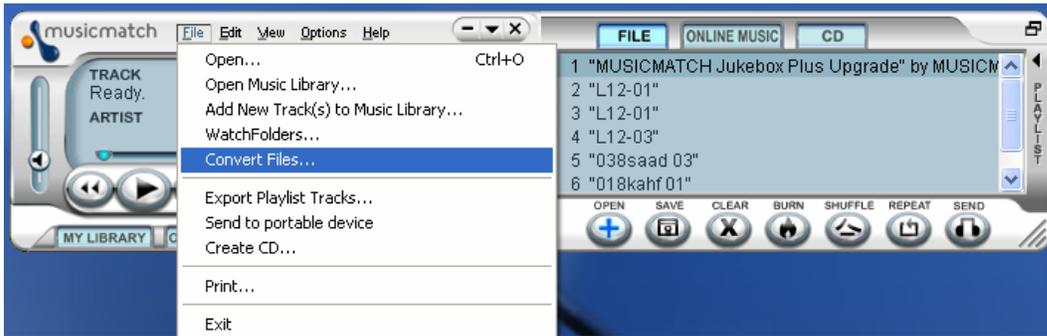


Click on the link to hear this sample file: <\\me-sinawi\ME201\SHARED\Guidelines\Sample.wav>

Musicmatch Jukebox



To convert files from .WAV format to .MP3 format, go to 'file-convert files'



and this dialog box will appear. Do as shown below:

Select folder which contains the .WAV files here

Select WAV as file type here

Click this button to select all files in the folder

Select MP3 as file type here

Select 128 kbps here

Click START to convert files

Software Installation Links

To install the **Text-to-speech** software click the links shown below. This is a 3 step process and each installation must be done one after the other:

First click here and complete installation:

<\\me-sinawi\ME201SHARED\Software\AT&T\Natural Voices Desktop v1.4\setup.exe>

Then click here and complete installation:

\\me-sinawi\ME201SHARED\Software\AT&T\Natural Voices Desktop v1.4\ms_speechsdk51\setup.exe

Finally, click here and end with this installation:

<\\me-sinawi\ME201SHARED\Software\AT&T\Mike 16 Voice\setup.exe>

To install **Musicmatch Jukebox**, click on the link shown below:

<\\me-sinawi\ME201SHARED\Software\Musicmatch Jukebox 7.5\mmsetup.exe>

To install **Macromedia Flash MX**, click on the link shown below. Use the key "FLW600-01331-98240-08857" when asked during the installation:

<\\me-sinawi\ME201SHARED\Software\Flash MX\FlashMXInstaller.exe>

To install **Macromedia Authorware 6.5**, click on the link shown below. Use the key "APW650-02228-47216-44487" when asked during the installation:

<\\me-sinawi\ME201SHARED\Software\Authorware 6.5\Authorware6.5Installer.exe>

Acknowledgement: Due to Mr. Mohammed Abdulsamad for his input and suggestions

For any suggestions please mail faisal@kfupm.edu.sa