

38th Rotherham Scout Group

South Anston Methodist Church
Sheffield Road
South Anston
Sheffield



John Foster: 01909 667766

Marie Wroe: 01709 545997



«Add1»

«Add2»

«Add3»

«PC»

6 December 2007

Dear «Salutation»

Your child, «Forename» «Surname» has been selected as a participant in the «Camp» Camp. Should you wish for to take part in this venture then please could you return the required «Deposit_Required» deposit as soon as possible?

Should you have any further questions please do not hesitate to make contact.

Yours in Scouting

Group Scout Leader

38th Rotherham Scout Group

South Anston Methodist Church
Sheffield Road
South Anston
Sheffield



John Foster: 01909 667766

Marie Wroe: 01709 545997



19 West Bank Drive
South Anston
Sheffield
S25 5HT

6 December 2007

Dear Mrs and Mrs Hemming

Your child, Andrew Hemming has been selected as a participant in the District Camp. Should you wish for to take part in this venture then please could you return the required £10 deposit as soon as possible?

Should you have any further questions please do not hesitate to make contact.

Yours in Scouting

Group Scout Leader

38th Rotherham Scout Group

South Anston Methodist Church
Sheffield Road
South Anston
Sheffield



John Foster: 01909 667766

Marie Wroe: 01709 545997



4 Scarborough Road
Wickersley
Rotherham
S66 2HS

6 December 2007

Dear Mrs and Mrs Howarth

Your child, Daisy Howarth has been selected as a participant in the Hesley Wood Camp. Should you wish for to take part in this venture then please could you return the required £25 deposit as soon as possible?

Should you have any further questions please do not hesitate to make contact.

Yours in Scouting

Group Scout Leader

38th Rotherham Scout Group

South Anston Methodist Church
Sheffield Road
South Anston
Sheffield



John Foster: 01909 667766

Marie Wroe: 01709 545997



42 Green Arbour Road
Thurcroft
Rotherham
S66 5HR

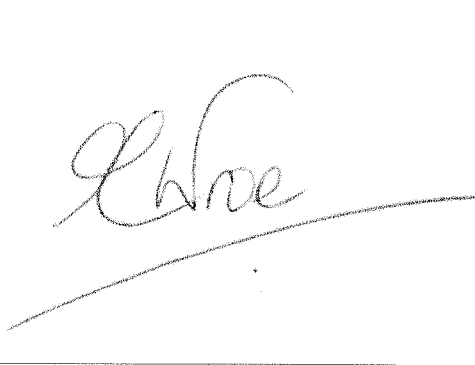
6 December 2007

Dear Mr and Mrs Unwin

Your child, Christopher Unwin has been selected as a participant in the District Camp. Should you wish for to take part in this venture then please could you return the required £10 deposit as soon as possible?

Should you have any further questions please do not hesitate to make contact.

Yours in Scouting



Group Scout Leader

38th Rotherham Scout Group

South Anston Methodist Church
Sheffield Road
South Anston
Sheffield



John Foster: 01909 667766

Marie Wroe: 01709 545997



«Add1»

«Add2»

«Add3»

«PC»

6 December 2007

Dear «Salutation»

We acknowledge the payment of the deposit of «Deposit_Required» for «Forename»
«Surname» for the «Camp» Camp.

Yours in Scouting

A handwritten signature in cursive script, appearing to read 'Marie Wroe', written over a horizontal line. The signature is enclosed in a rectangular box.

38th Rotherham Scout Group

South Anston Methodist Church
Sheffield Road
South Anston
Sheffield



John Foster: 01909 667766

Marie Wroe: 01709 545997



19 West Bank Drive
South Anston
Sheffield
S25 5HT

6 December 2007

Dear Mrs and Mrs Hemming

We acknowledge the payment of the deposit of £10 for Andrew Hemming for the District Camp.

Yours in Scouting

A handwritten signature in cursive script, appearing to read "Marie Wroe", written over a horizontal line. The signature is enclosed in a rectangular box.

38th Rotherham Scout Group

South Anston Methodist Church
Sheffield Road
South Anston
Sheffield



John Foster: 01909 667766

Marie Wroe: 01709 545997



4 Scarborough Road
Wickersley
Rotherham
S66 2HS

6 December 2007

Dear Mrs and Mrs Howarth

We acknowledge the payment of the deposit of £25 for Daisy Howarth for the Hesley Wood Camp.

Yours in Scouting



38th Rotherham Scout Group

South Anston Methodist Church
Sheffield Road
South Anston
Sheffield



John Foster: 01909 667766

Marie Wroe: 01709 545997



42 Green Arbour Road
Thurcroft
Rotherham
S66 5HR

6 December 2007

Dear Mr and Mrs Unwin

We acknowledge the payment of the deposit of £10 for Christopher Unwin for the District Camp.

Yours in Scouting



Purpose and Audience

The purpose of the presentation is to tell Scouts and their parents of the activities available on the District Camp at Walesby Forest. The intention is to be able to use the presentation at the Scout night where parents are invited to discuss camp details.

The presentation could be used in one of two ways:

- The Scout leader could be the intended user where he could deliver the presentation from the front of the hall to all the participants of the meeting.
- The Scout themselves could be the intended user where a number of laptops could be set up around the hall and the Scout access the information at their own rate.

Ethos

The ethos of the document is the tradition of Scouts. This is done by using the traditional Scout colours and advertising activities traditionally related to Scouts. Scout tradition of 'Kum by Yah' as a campfire song is also used. It also needs to convey an exciting ethos hence the transition effects, video and animation are used.

Background: 2 colour purple + green diagonal, used throughout

District Camp at Walesty
Forest Anal size 144
Centre aligned

Flash Graphic of
Tent, tree, fire etc.

Sound of cheers
from clip organiser

Transition effect

Checkerboard

Across
Used throughout

- From Clip Art and Hotspots created to correct pages
- Picture of Archery
 - Picture of Raft
 - Picture of fire
 - Picture of Sound systems
 - Picture of Scout

Click the Picture to
Find the Anal size 54
Information

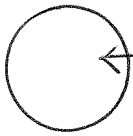
Want to find out Anal size 18
more? ← hypertext
link is
last slide

Archery

And size 44

Picture of
Archery
from
Clip Art.

- } Bullet points
 - } about
 - } archery
- And size 24

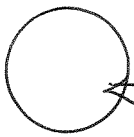
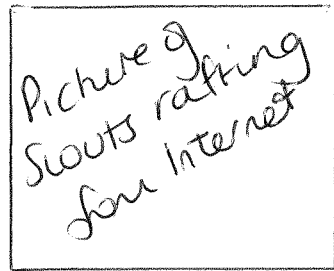


Control button
bookmarked back
to "index"

Raft Building

And size 44

- } Bullet points
 - } about
 - } raft building
- and size 32



Control button
bookmarked back to
"index"

Cooking Anal size 44

Details about cooking
Anal size 18

Picture of fire
from depart

Control button
bookmarked back
to "index"

Anal size 44 Entertainment

- } Bullet points about
 - } the different
 - } entertainment on
 - } offer
- ← Animated
Checkerboard.

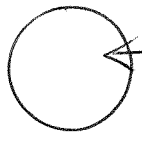
Sound
downloaded
from
Internet

Anal size 32

Control button
bookmarked back
to "index"

What the Scouts Say Anal size 44

Original
video downloaded
from
More Market

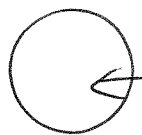
 Control button
bookmarked back
to "index"

Find out more? Anal size 44

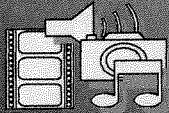
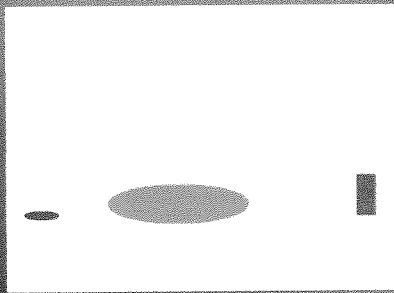
Go and look at The Walestry
Forest website

Anal size 32

hypertext
link to
Walestry site.

 Control button
bookmarked back
to "index"

District Camp at Walesby Forest

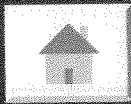


Click the Picture
to Find the
Information

Archery



- Any Cub or Scout, over the age of 10 can book this activity.
- It is available at no extra cost.
- Scouts wishing to achieve certification should be registered by their leader.
- No previous experience is required.



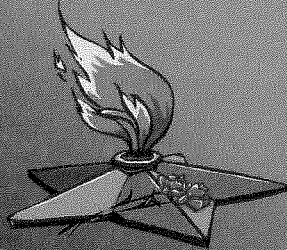
Raft Building

- A fun activity
 - Life jackets are provided
 - Cub, Beaver or Scout
- Must be able to swim 25m confidently



Cooking

You can enjoy the pleasure of cooking on an open fire.
Challenges galore and prizes for the best meals!

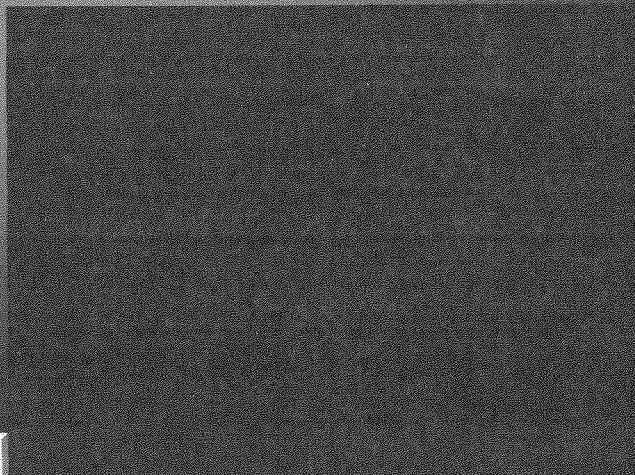


Entertainment

- Showing films
- Campfire sing-a-long
- Arts and Crafts
- Swimming
- Midnight walk



What the Scouts Say

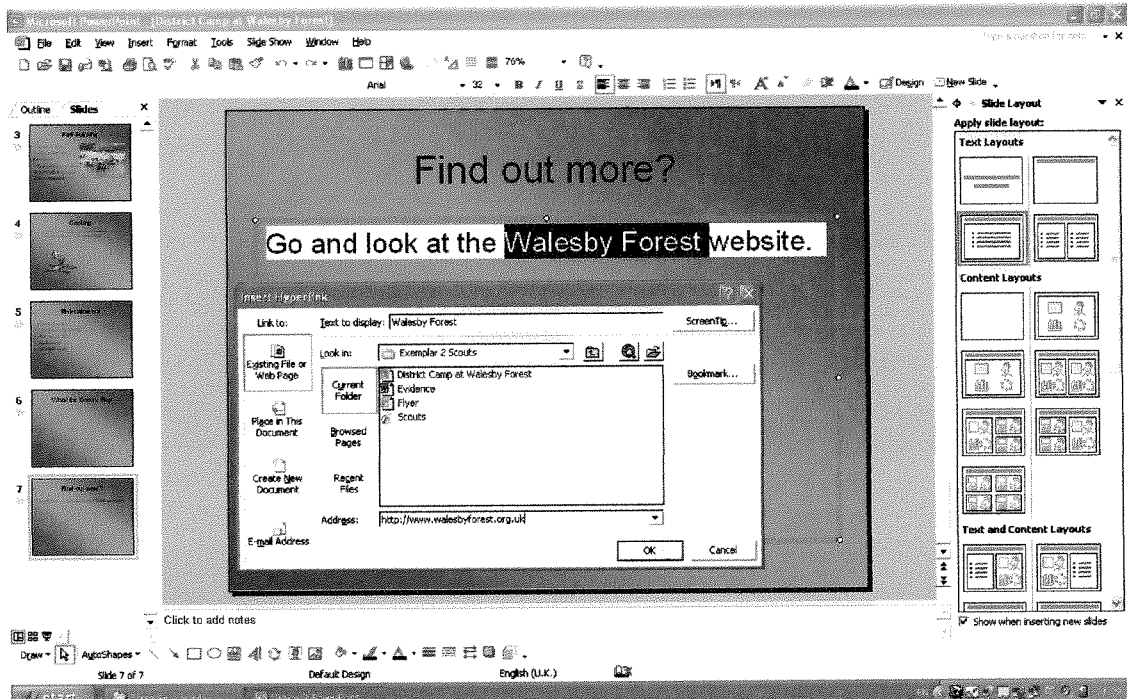


Find out more?

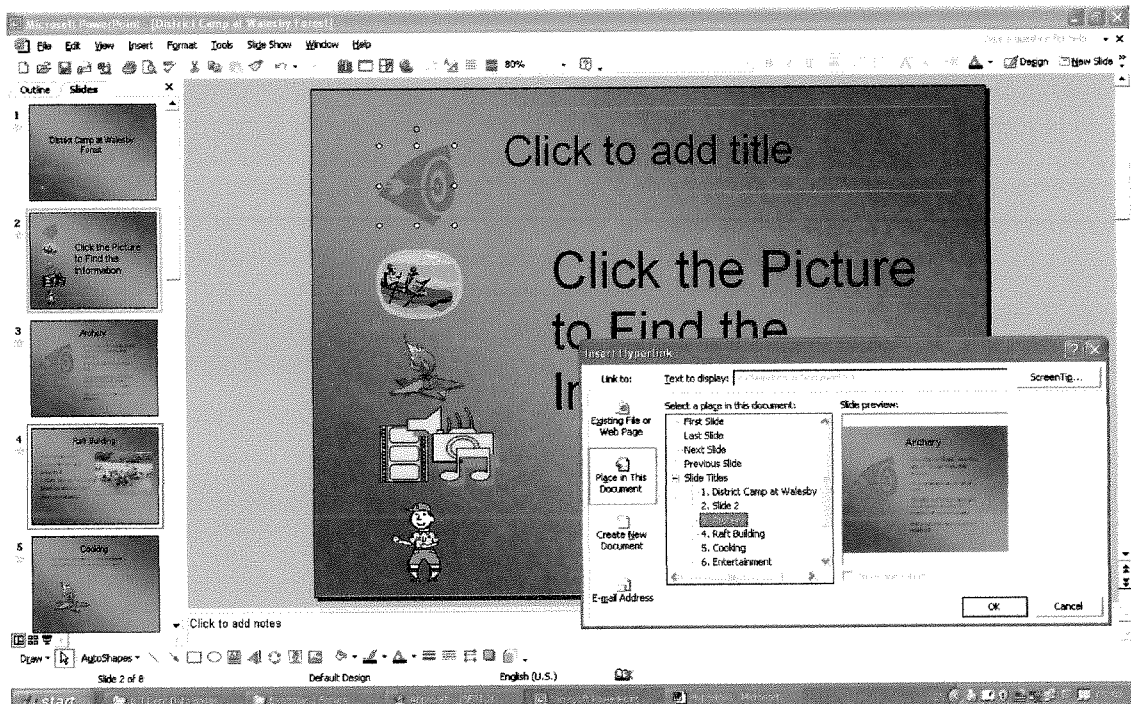
Go and look at the [Walsby Forest](#) website.



Exemplar ICT2: Presenting Information 38th Rotherham Scouts: PowerPoint

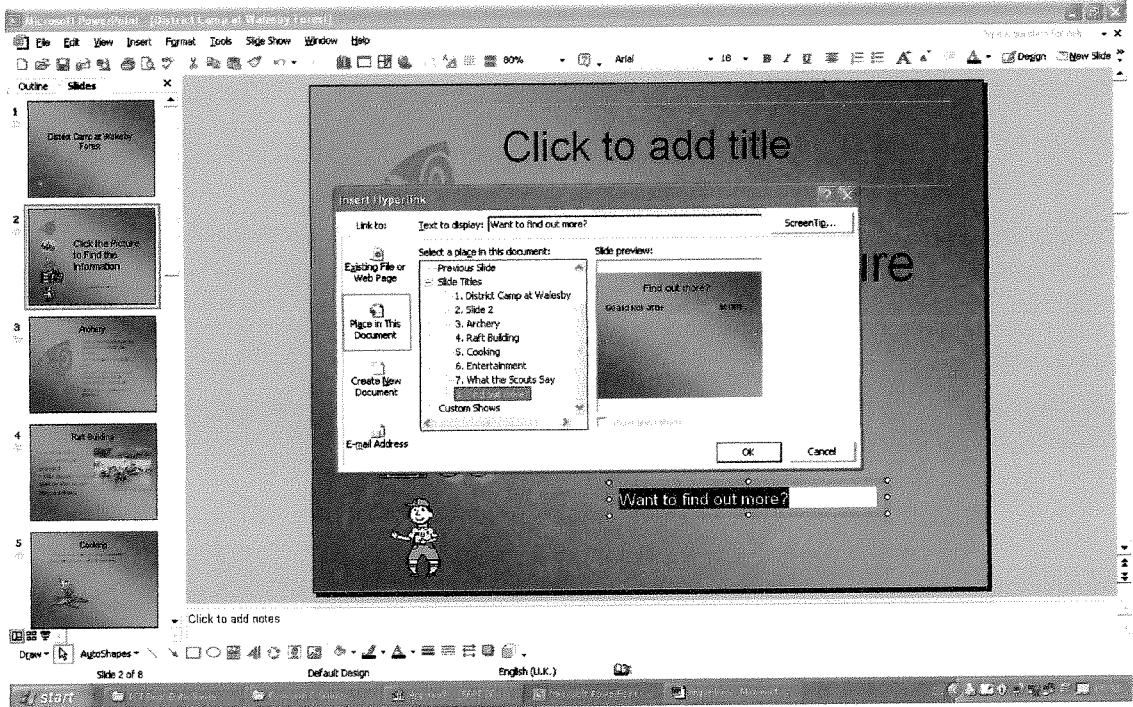


This shows my hypertext link to the Walesby Forest website.



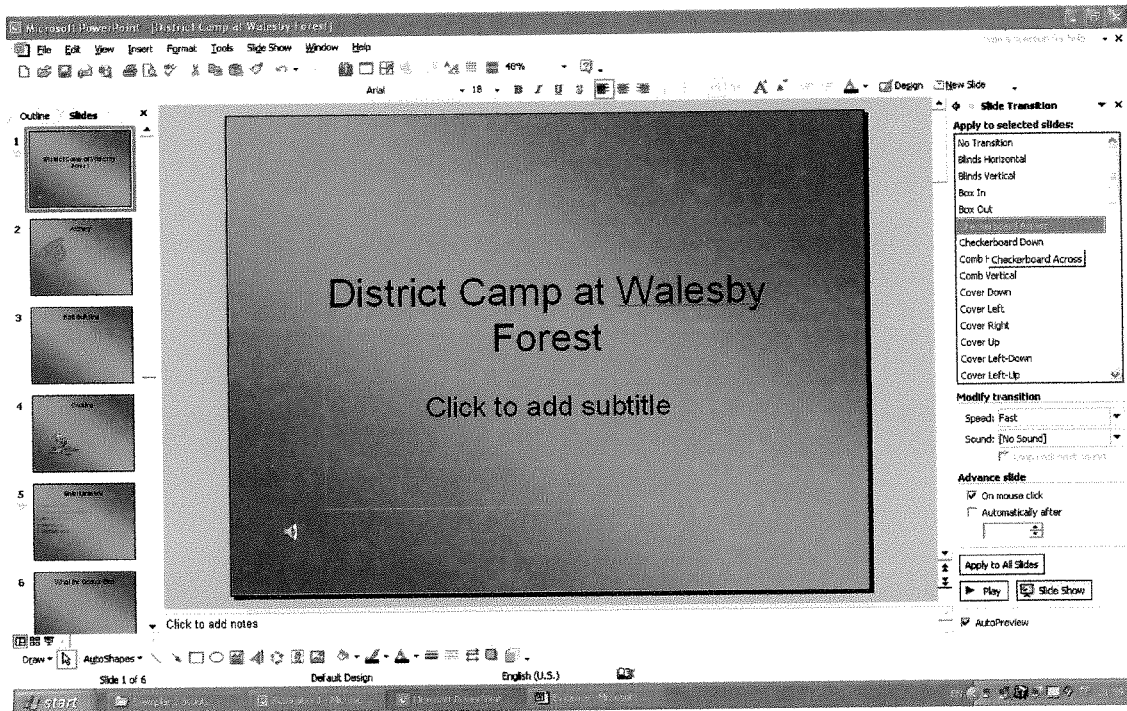
This is my evidence of my Hotspot (a graphic link)

Exemplar ICT2: Presenting Information
38th Rotherham Scouts: PowerPoint

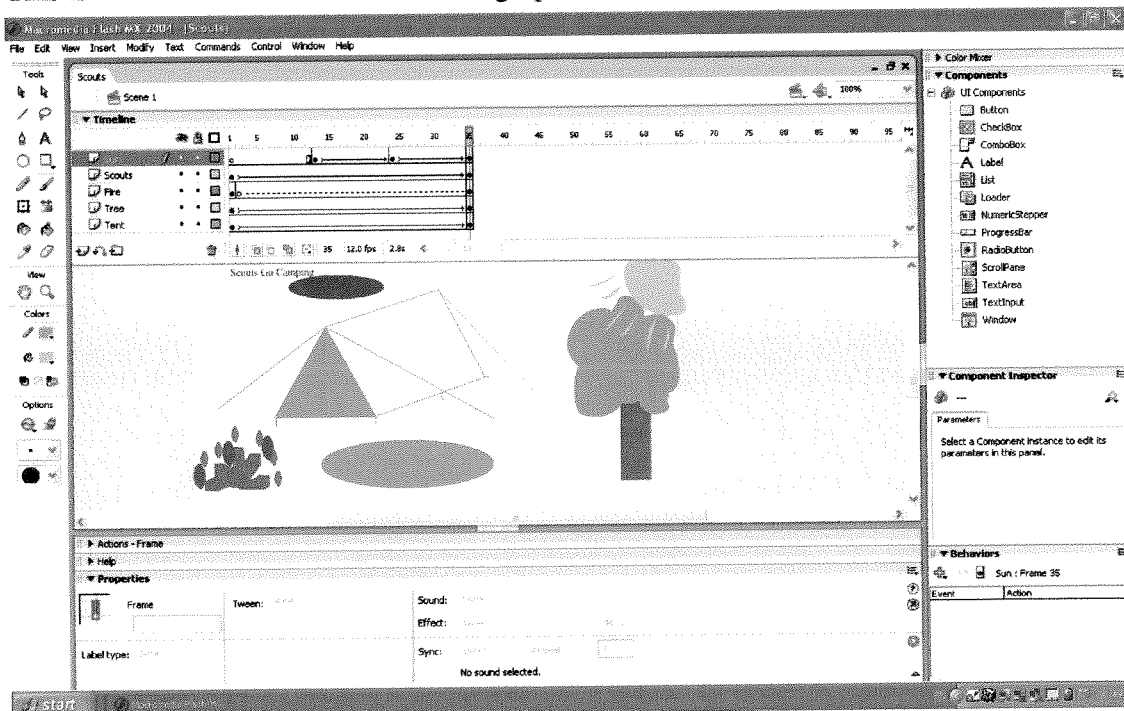


This is evidence of the bookmark.

Exemplar IT2: Presenting Information 38th Rotherham Scouts: PowerPoint

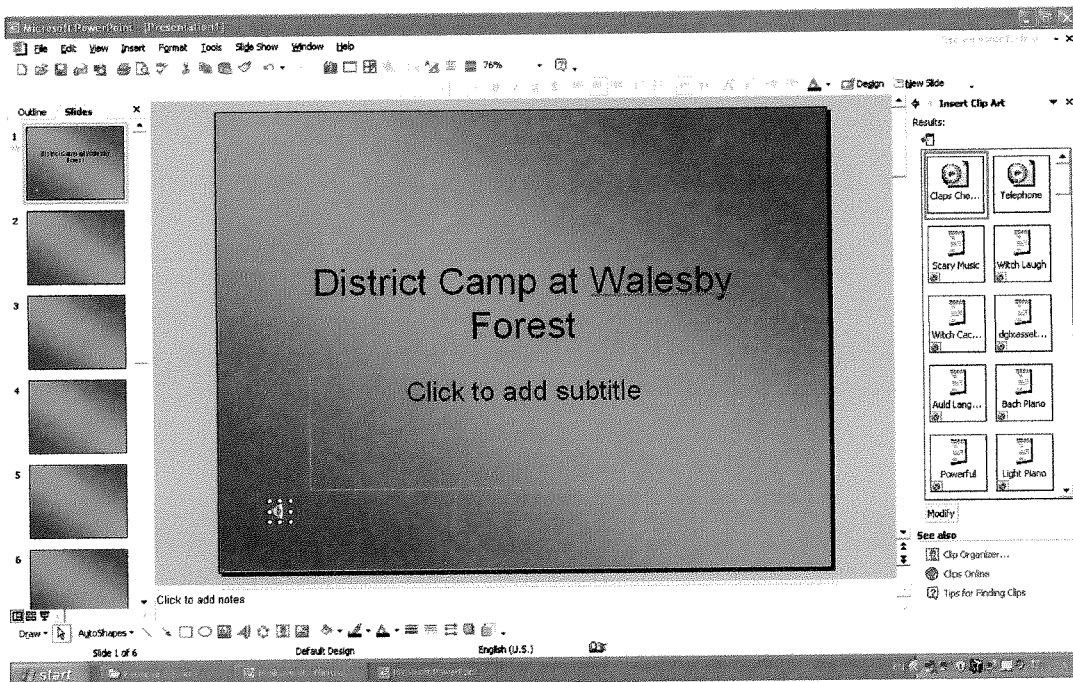


This is evidence I have created a Flash graphic with multiple layers

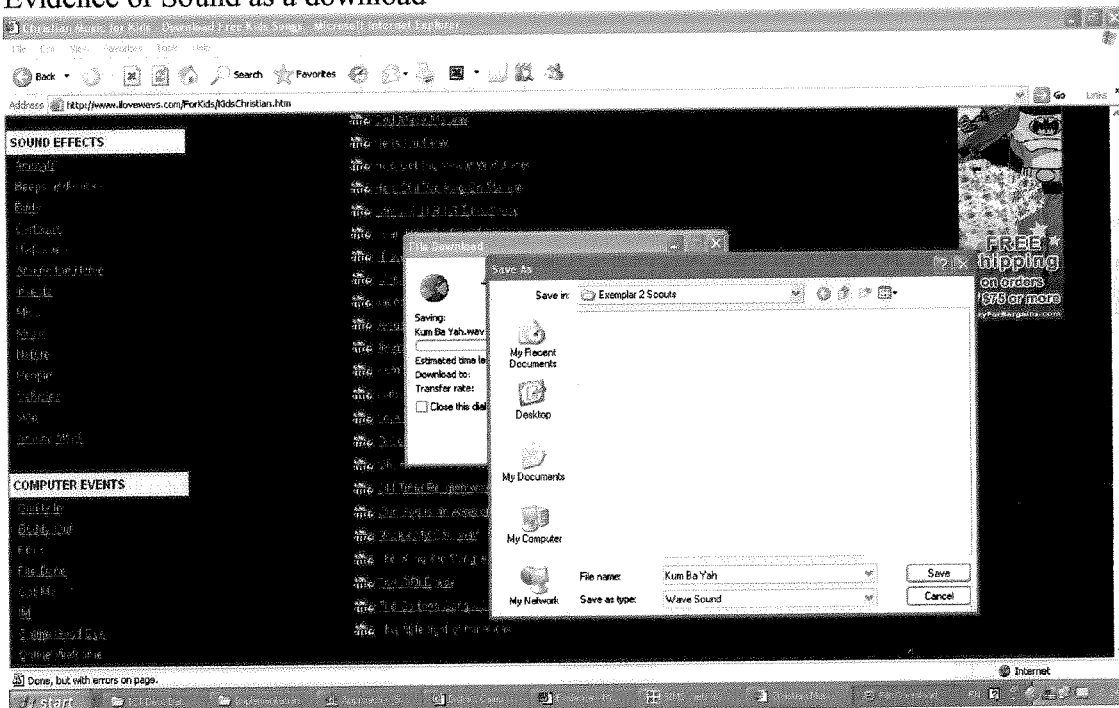


Exemplar IT2: Presenting Information 38th Rotherham Scouts: PowerPoint

Evidence of Sound from Clip Organiser

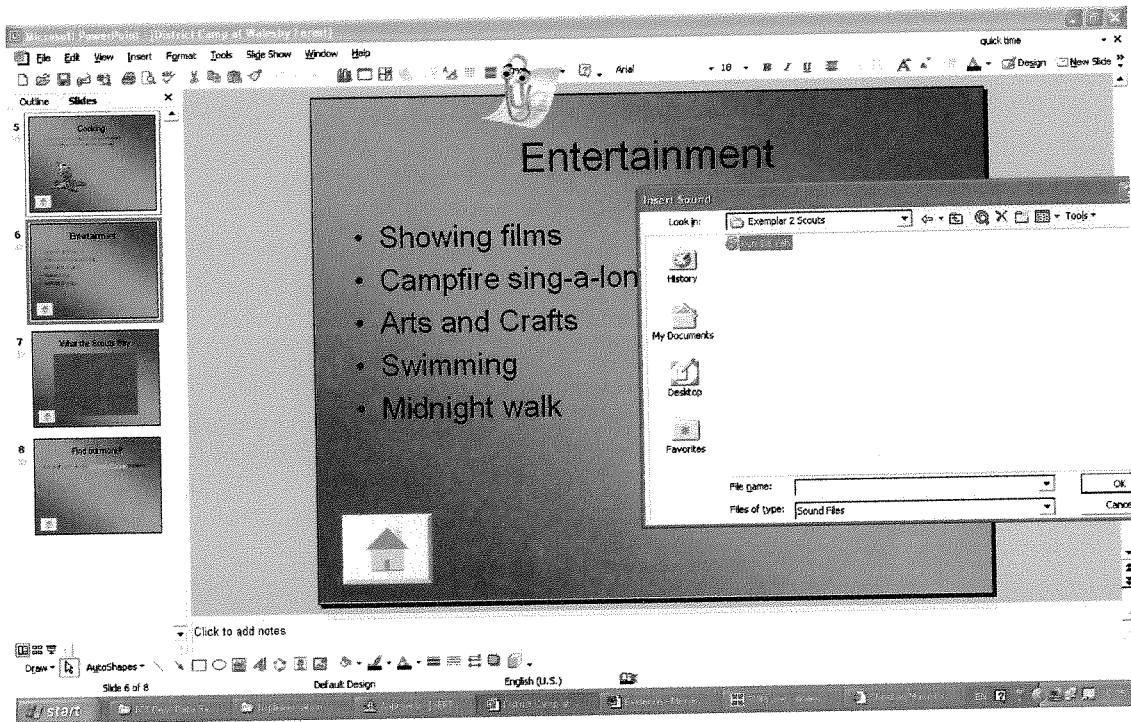


Evidence of Sound as a download

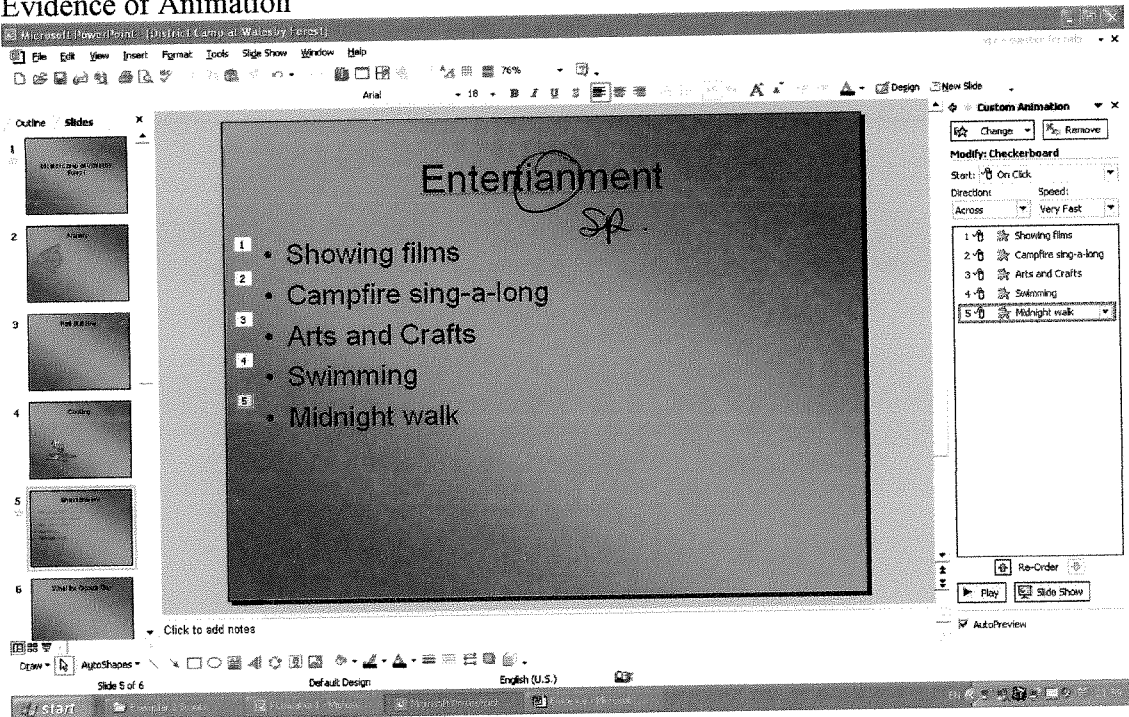


I downloaded Kum by Yah as this is a traditional Scout campfire song. I then put it on the entertainment page.

Exemplar IT2: Presenting Information 38th Rotherham Scouts: PowerPoint



Evidence of Animation

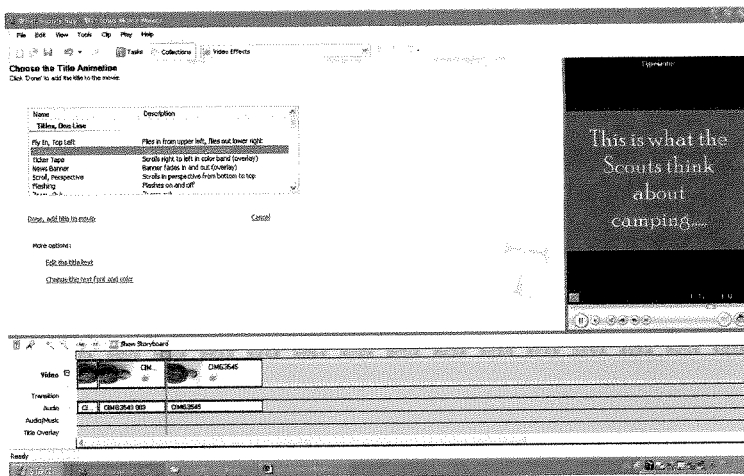


Evidence of transition effect

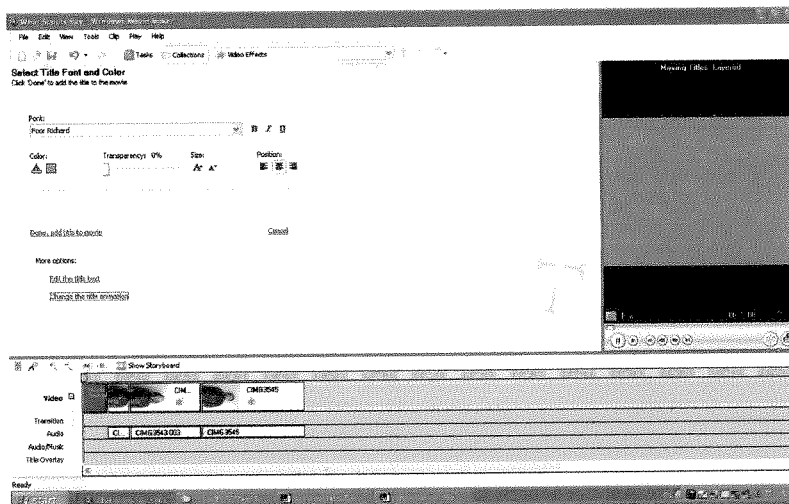
Exemplar IT2: Presenting Information 38th Rotherham Scouts: PowerPoint

This shows adding the titles and credits.

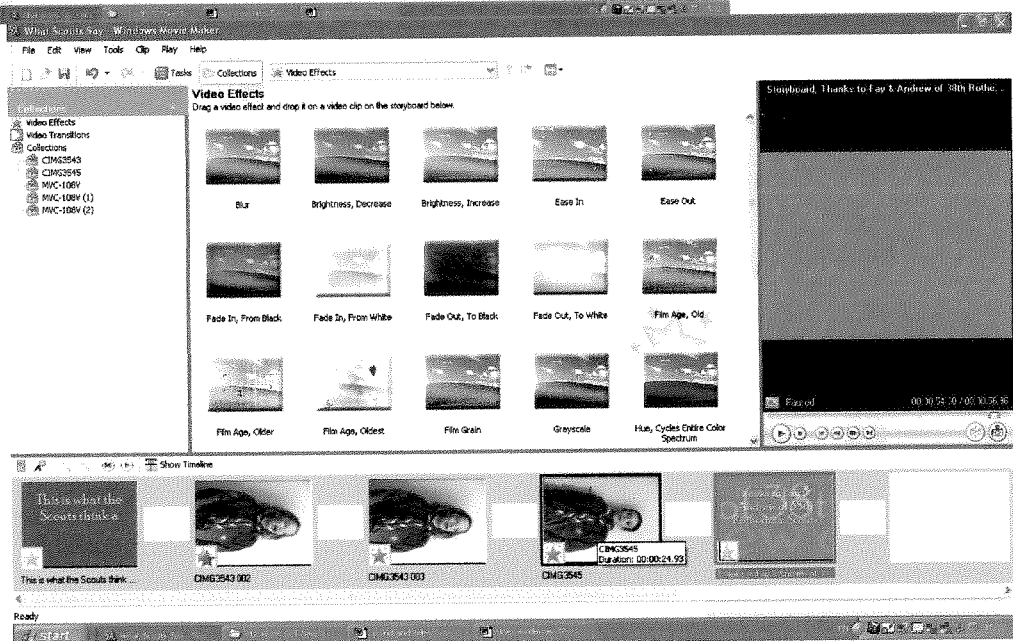
Title



Credits



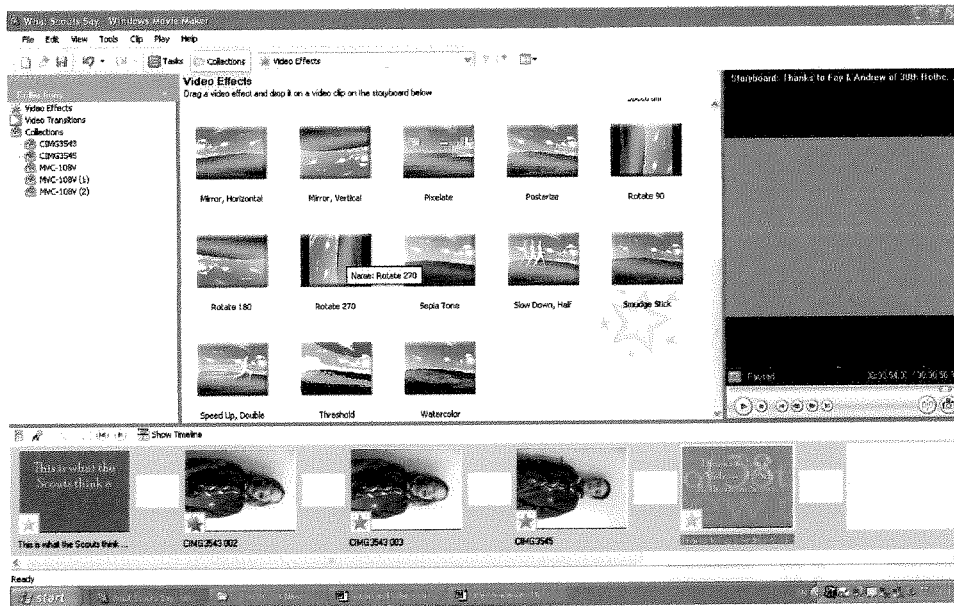
These can be seen on the storyboard



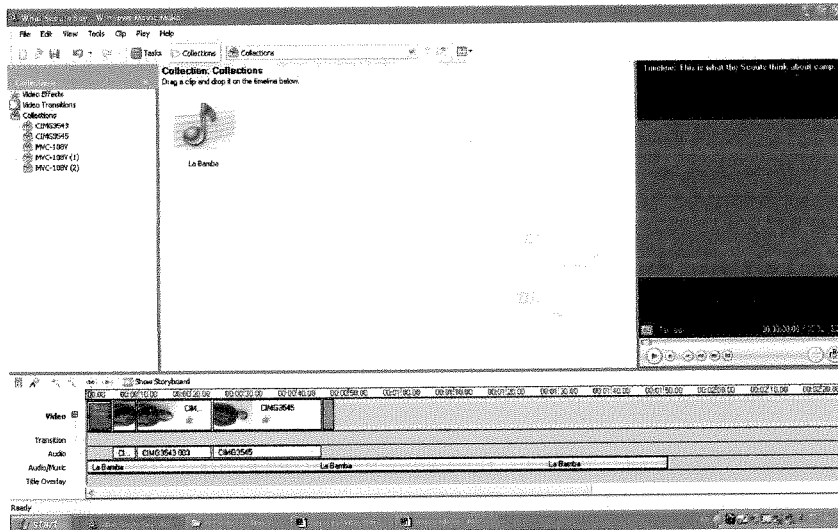
Exemplar IT2: Presenting Information 38th Rotherham Scouts: PowerPoint

Video Effects

I added Rotate 270 and fade in from white effects to the video

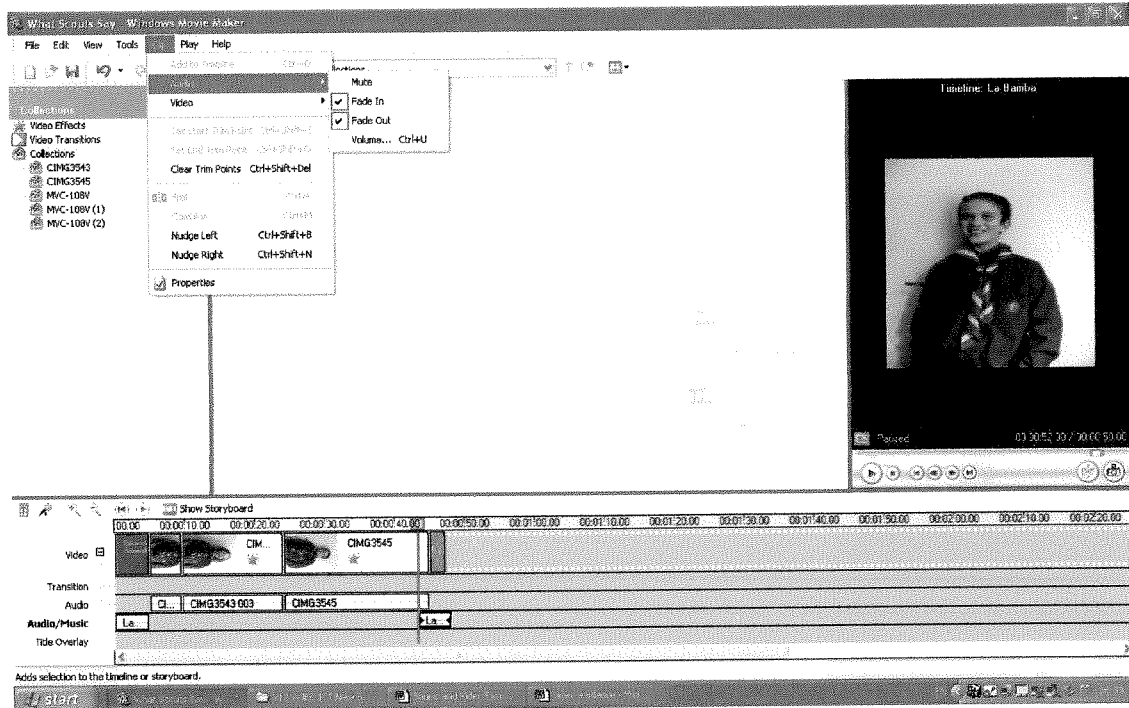


I have added a sound track



Exemplar IT2: Presenting Information 38th Rotherham Scouts: PowerPoint

I then adjusted the sound clips to fade in and out and cropped them to match the titles and credits.



Compression Techniques

I have used several different formats for the data I have used in my project.

For graphics I have used:

GIF's on the Flyer for the clip art and the autoshape.

JPEG on the flyer for the Scout logo.

JPEG's for the Scout logos on the automated document and transferred the scanned signature into a Serif Photo Plus file.

I have used a PNG format for the photo from the Internet on the presentation and GIFs for all the clip art.

The sound files on the Presentation are both .wav files.

The video file is a .mov (movie file) I got from Movie Maker.

The animated file is a flash graphic I exported to a .mov file so that it was compatible with the PowerPoint presentation. If I didn't change the format it would not have played in PowerPoint.

Evaluation

Evaluation of the Desk Top Publishing

I was pleased with the overall ethos presented by the document. I thought that the green and purple colours together reflected the tradition of Scouts well. One thing I would change would be the Scout logo at a watermark. It should be more prominent and possibly put at the top of the page or in the header. The graphics' used were also a reflection of the ethos of fun but I think a greater number of pictures should have been used. I think the graphics on the whole could have been improved by having pictures of the children involved. However, they do have to be careful regarding child protection so it could be a bit of a hassle obtaining the permission from the parents. I think the language used was very good for the audience of 11-14 year olds, but I think that the parents might think it was a bit low level. It would be difficult to make a significant improvement as there would be a wide range of language capability in 11-14 year olds alone. What I did think was good was the length of the articles. I think there was just enough information in each part to let them know the major points.

It was good to see a variety of fonts. In hindsight I think there were too many fonts and I think that I would change this so there were only 2. Similarly on the size of the main text. It was probably too large for the intended audience and would be more suitable for the Cubs. I think as long as nothing went below a size 12 then the text size should shrink. This would also make room for more pictures. On the whole I liked the positioning of the articles in the coloured frames. I would have to add I think there was a little too much white space and this could have been avoided by formatting the text boxes a little better. I thought that the headers and footers were appropriate and I would not make changes significantly to these. I would possibly have added Marie's contact details along with John's. The line spacing used on the Chief Scout's Award section was possibly too much and made that article look poorly presented compared with the rest. I would change this back to single line spacing.

Evaluation of Automated Documents

I was very pleased with the template letterhead I produced. I thought it looked professional and was close to the one they had originally.

The set up of the database worked quite well, but obviously if a Scout had been booked on more than one camp, the parental data would have to be entered more than once. This could have been solved by having a relational database.

The macros were appropriate to the letter. I think they worked well and when I tested them they worked. I think there were additional macros such as the insertion of other leaders' signatures which could have improved the macros meaning they could have used this feature. I could also have attached them to control keys for shortcuts. Although I attached them to the toolbar, I could have created my own icons which would have made the whole system more professional.

I thought the original letter for the camp selection was successful overall. I thought the language used reflected a professional image. It might have been better not to have a

Exemplar IT2: Presenting Information
38th Rotherham Scouts: Evaluation

question but phrase it differently about the deposit. Although I purposefully used Times New Roman, I think Ariel might have been a better choice. Times New Roman made it look less 'friendly' and Scouts is supposed to be supportive. I think that the size 12 was a good choice, 10 is too small and 14 looks child like. I think the overall layout looked very professional, but maybe there should have been an introductory paragraph as it looks a bit short.

Evaluation of PowerPoint

Overall

The background worked very well. The green and purple were a true reflection of the Scouting ethos and I would not change these at all.

I used Ariel font throughout and I think this was appropriate but I think it might have been better to use Ariel for the headings and Comic Sans for the text just to add a bit of variety whilst retaining the ethos.

The links back to the index page were a very good idea for the individual user.

Slide 1

The flash graphic was very good. I am pleased I did a complex graphic as it added a little excitement and was better than just a couple of layers. When I showed it to one or two of the Scouts, they liked it very much. I think the 'cheering' sound was a bit bland and I think either a sound a bit more linked with the Scouts or a longer tune would be better. I think the size of the title was exactly right.

Slide 2

I liked the pictures I used for the links and thought the layout was good. I think that I would have been better to add some words at the side of each of the pictures so that a 'user' might understand better. The 'Want to find out more' bookmark to the last page was a mistake in terms of colour and size. It could barely be seen and should be made more obvious.

Slide 3

Overall a good slide but animation should have been used more effectively. I would also have used a different archery graphic than the first slide.

Slide 4

Although this was a good slide overall, I think it would only suit the audience of the Scouts. Parents are keen to know about safety measures in place and there should have been a little bit more information here.

Slide 5

Scouts love cooking and the information was too small and too brief. Again, the graphic was good but repeated. It would have been ideal to have video on this slide.

Slide 6

Exemplar IT2: Presenting Information
38th Rotherham Scouts: Evaluation

I loved the animation in this slide, it gave it real effect. Also the use of sound added to it as the sound was highly appropriate to both audiences and reflected the Scouting ethos.

Slide 7

The video I used on this page was probably the most difficult element to produce. I have to split the clip, add the titles, credits etc. Then I had to edit my sound file to make it fit the final video. However, I think in terms of appealing to the audiences, it did its job well. The only things I would change would be to have more Scouts and make the film longer. I would also have chosen a more 'Scouting' song for the background.

Slide 8

I think it is an excellent idea to link to the Walesby site. What I didn't check first was that they had Internet access to enable them to use this. Fortunately they do!!