

How to use these Learning Materials



The following instructions tell you how to use and find your way around these on-line materials.

Material format

Each chapter is typically characterised by the following:

- Tabbed navigation menu
- Help Area
- List of topics/lessons down the left-hand side
- Main content area on the right-hand side showing:
 - Lessons
 - Virtual tutors
 - Podcasts
 - Videos / Viewlets
 - Assessments
 - Lesson resources

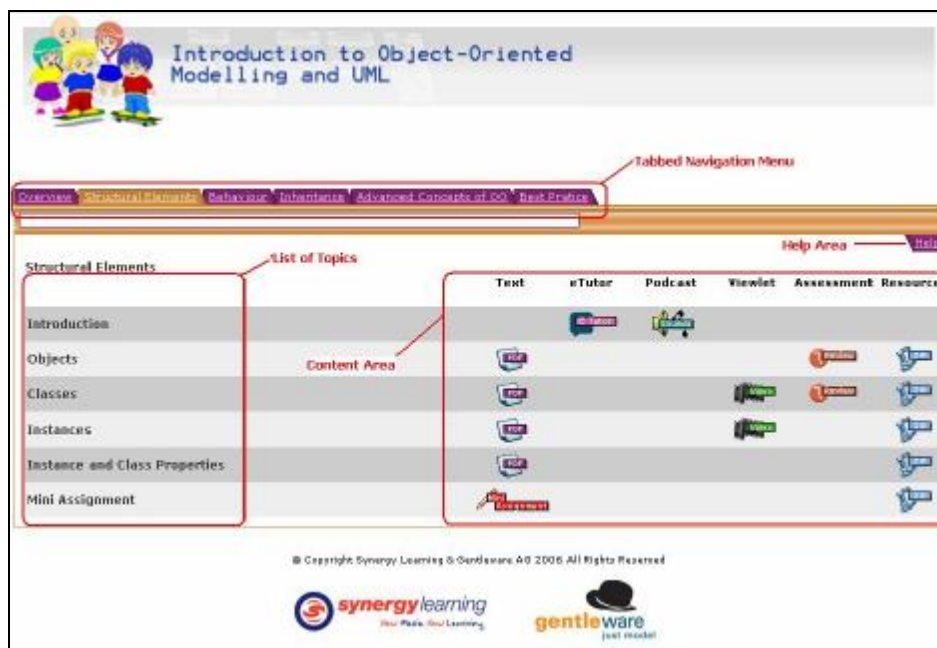


Figure 1: Material Format

Icons

When you click on one of the icons the screen will change and you will be presented with a new window containing the lesson materials. The icons and what they represent are displayed in Table 1 below.










Icon	Type	Notes
	Text Lesson in PDF Format	Step-by-step lessons with specific tasks for users.
	E-Tutor Virtual Tutor	A Virtual Tutor gives an overview of the individual or series of lessons you are about to do.
	Podcasts Sound File in MP3 Format	Provides link to a sound file which can be listed to in any MP3 player.
	Viewlet Videos with voice over	Step-by-step video lesson with voiceover and occasional superimposing of imagery.
	Assessment Review of learned Content	Tasks to be performed by the learner. Sample solutions are provided.
	Resource Zipped Resource File	Zip file containing resource files for individual lessons. You will need these to do the assessments and mini assignment.
	Mini assignment	These assignments consolidate the previous tutorials you have completed
	Signpost	Provides cross-references or links to relevant web sites.

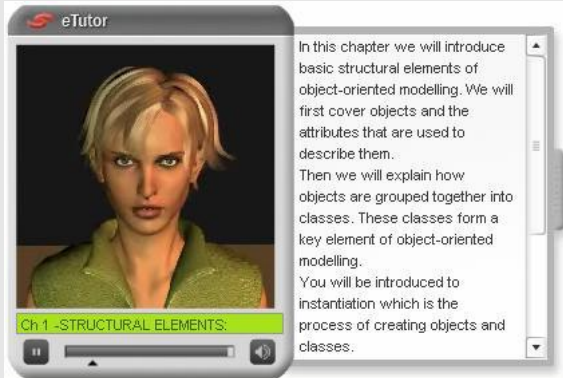
Table 1: Icons and what they represent


Each lesson is introduced by an E-Tutor and covered by a series of podcasts. Each topic is presented either as a downloadable PDF, a video and an assessment, or all three. Lesson resource files are available, as required, in compressed zip file format at the end of each row. There are also mini assignments and signposts in the materials.

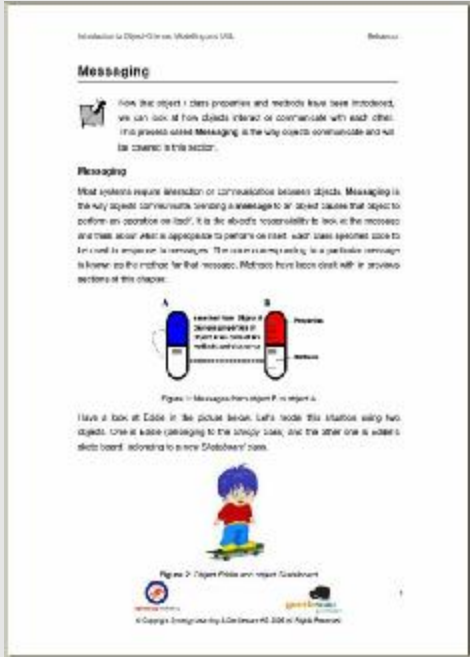
The Materials in Detail

Each of the icons when clicked will bring up a different window displaying different forms of learning materials. You can have one or all of these windows open at the same time. This can be achieved by having a second screen or managing the windows from the bottom bar. Below are examples of the different learning materials associated with the different icons.

 This Virtual Tutor introduces topics. Resources like these are interspersed throughout the materials.

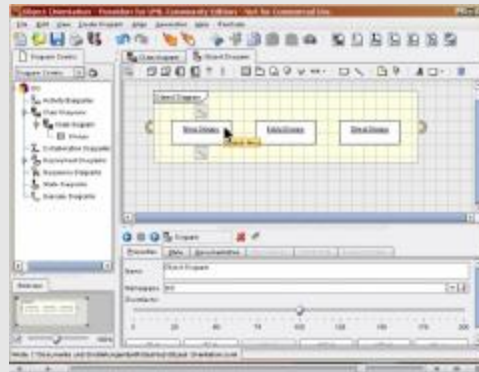


 This is a PDF document. It provides you with the notes needed for this lesson.





Videos are typically software simulations of Poseidon, which provide step-by-step instructions on how to use a particular software package.



Task to be performed by the learner and the solution.



Zipped resource files contain the resources needed to complete any mini assignments.



Order of materials

You can navigate through the materials in any order. In time you will formulate your own style of learning. However, it is recommended to access the materials in the provided sequence.



This document provided you with information on how to use the learning materials.