

How to Teach a Studio Class The Rose Wreath Edition

Target Audience: Joyce's Crafts Associates with 1 year or more with the company and Store Managers

Learning Objectives:

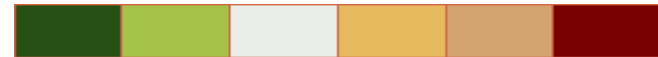
1. Identify the steps to prepare class.
2. Explain the purpose of holding classes at our stores.
3. Specify the supplies needed for recreation of the project.

Seat Time: 30 minutes

Outline:

- Course Intro / Navigation / Objectives
- The Why we do it
- Tools/Supplies needed
- Safety – Preassessment & Information
- Prepare for the class
- Knowledge Check
- Welcome the class
- Steps to creating the project
- Tips and Tricks
- Quiz Title - Questions 1-5
- Results

- Summary
- Congratulations



All slides will use:

Font: Montserrat (body), Montserrat Medium (bold; headings)

Border: Frames on the corner to look like the slides are framed paintings – Logo will be in the top right corner of the frame.



Module Resources/References: Wreath Resources – Supplies needed and steps. Printable PDF

SME/Client: Please add any feedback or questions in the section marked “notes” underneath each slide description

Slide [1.1]/ Menu Title: <i>Welcome</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background image: art studio/classroom</p> <p>Title: Light green pallet color with dark green pallet color for font and border</p> <p>Buttons: Gold Transparent Background, dark green pallet color for font and border</p> <p>Add flowers with the pallet color</p>	<p>[Title] How to Teach a Studio Class – Rose Wreath Edition</p> <p>[Button] Navigation Tutorial</p> <p>[Button] Start Course</p>	<p>Jennie: Hi, I am Jennie and I will be your guide today. Welcome to How to Teach a Studio Class – the Rose Wreath Edition. We have some great information to go over today to help you be successful in our studio with your art students. Helping them create a beautiful rose wreath.</p> <p>If you'd like a quick tutorial going over how to get around the course, click the navigation tutorial.</p> <p>If you feel comfortable navigating our course, you may skip the navigation slide and click start to begin</p>	<p>N.T. & Start Course Buttons Fade in when slide starts.</p> <p>N.T. Button takes the user to 1.2 Slide</p> <p>Start Course takes user to 1.3 Slide</p>
Notes			

Slide [1.2]/ Menu Title: <i>Navigation</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background image: art studio/classroom</p> <p>Title: Light green pallet color with dark green pallet color for font and border</p> <p>Dark Green Arrows: Gold Transparent Background, dark green pallet color for font and border</p>	<p>[Title] Navigation</p> <p>[Callouts] Next and Prev Volume Replay Seek bar Play/Pause Menu "Always Click the 'I' icon for more information</p>	<p>Jennie: Please take a moment to get familiar with the course player so you feel comfortable navigating through the course. If you know your way around, you may proceed to the next slide. If you'd like to go backward or forward in the course, click the previous or next buttons. To adjust the volume, click the volume icon. Click the replay button to see the entire slide again or just the seek bar if you need time to review a portion</p>	<p>Callout shapes with text labels will fade in timed with their reference in the audio.</p> <p>Next button will move user to the next slide.</p>

		of the slide. You can also pause the player. Click the same button again to resume play. Revisit a slide by reusing the menu on the left. Click the next button now to begin the course.	
Notes:			

Slide [1.3]/ Menu Title: <i>Learning Objectives</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
  <p>Background image: art studio/classroom (click hide background)</p> <p>Title: Light green pallet color with dark green pallet color for font and border</p> <p>Bullets: Gold Rings Text: Dark Green</p>	<p>[Title] Objectives</p> <p>After completing this course, you will be able to...</p> <p>[Bullets] Demonstrate how to recreate the project using safe practices.</p> <p>Explain the purpose of holding classes at our stores.</p> <p>Specify the supplies needed for recreation of the project outside of the studio</p>	<p>Jennie: After completing this course, you will be able to...</p> <p>Identify the process to prepare for class.</p> <p>Explain the purpose of holding classes at our stores.</p> <p>Specify the supplies and steps needed for recreation of the project.</p>	<p>The text appears with audio</p> <p>Next button will move user to the next slide.</p>
Notes:			

Slide [1.4]/ Menu Title: <i>The Why</i>			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom</p> <p>Title: Light green pallet color with dark green font and border</p> <p>Direction text box: white with dark green font & border</p> <p>3 photos across the slide</p> <ol style="list-style-type: none"> 1. Lots of yarn 2. Women creating wreaths 3. Craft Fair 	<p>[Title] Sales</p> <p>Crafting classes drive sales to our store. Click on the photos to see more ways to promote our products.</p>	<p>Jenny: I know what you are thinking. What's the point? Let's Learn more.</p> <p>Narrator: In house crafting classes help our company drive sales into our store. Click on the photos to see how you can promote products and increase sales. Once you have visited all the photos, please click the next button to continue.</p>	<p>Photos are all triggers for new layers.</p> <p>Next button is hidden until all pictures are in their visited state.</p>
Notes:			

Slide [1.4a]/ Menu Title: Sales <i>[Not on Menu]</i>			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom</p> <p>Design four videos around a quote. The videos can be touching but make sure just slightly.</p> <p>The quote should be in a pallet color.</p>	<p>"You can't use up creativity. The more you use, the more you have." – Maya Angelou</p>	<p>When customers have an opportunity to try something new & fun they want more. Crafting can be a healthy addiction and as a craft shop, we want to enable that addiction. Knowing how to create something will encourage excitement to create more and spend more. During classes you can mention other ways to use products that you are using to get students creative minds going.</p>	<p>Spread the entrance of the videos about 5-6s apart.</p> <p>The end of the timeline bring user back to the base layer automatically.</p>
Notes:			

Slide [1.4b]/ Menu Title: Girls' Night <i>[Not on Menu]</i>			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom</p> <p>Design four videos around a quote. The videos can be touching but make sure just slightly.</p> <p>The quote should be in a pallet color.</p>	<p>"Creativity is contagious – pass it on." – Albert Einstein</p>	<p>The age-old tradition of girls' night will always be around. Our students can host a fun girls' night with some nice drinks and delicious snacks while making a beautiful wreath for their doors. Not only will our customers pick up more products for themselves but also for their friends. And if their friends enjoyed the evening, they would want to continue the creative wave they are riding.</p>	<p>Spread the entrance of the videos about 5-6s apart.</p> <p>The end of the timeline bring user back to the base layer automatically.</p>
Notes:			

Slide [1.4c]/ Menu Title: Selling Your Product <i>[Not on Menu]</i>			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom</p> <p>Design four videos around a quote. The videos can be touching but make sure just slightly.</p> <p>The quote should be in a pallet color.</p>	<p>"Art is too important not to share." – Romero Britto</p>	<p>Our students might be looking for a bit of extra money. What better way than doing something they find fun and relaxing. One of these wreaths could profit \$40-\$65 per wreath. Or they can make you look like a very generous gift giver.</p> <p>Mentioning ideas for our students like girls' night or selling their creations is a great way to broaden their horizons into the craft world.</p>	<p>Spread the entrance of the videos about 5-6s apart.</p> <p>The end of the timeline bring user back to the base layer automatically.</p>
Notes:			

Slide (1.4)/ Menu Title: <i>Tools & Supplies</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background image: art studio/classroom (click hide background)</p> <p>Title: Light green pallet color with dark green pallet color for font and border</p> <p>Directions: Dark Green Font</p> <p>Photos of all the tools/supplies placed on the page as buttons:</p> <ul style="list-style-type: none"> • Wreath Board • Glue Gun • Glue Sticks • Craft Clips • 10x10 Flower Mesh • 10x10 Green Mesh • Zip Ties • UV Spray • Rotary Cutter • Self-Healing Mat <p>All supplies have a visited state of light blue overlay Each supply has a call out box same colors as title/font as title slide.</p>	<p>[Title] Tools and Supplies</p> <p>Click on each of the items to learn more.</p>	<p>First things first in any project you are doing you must have correct tools and supplies to complete the project. When creating a wreath, you also need tools. You have used these tools when creating projects in the past. Your job as a craft teacher will be to explain the tools our students also known as our customers will need to complete this project on their own.</p> <p>Click on the objects to learn more about them and how they are used to create our rose wreath.</p>	<p>Each item is clickable. When click it opens a call out box.</p> <p>Next button will move user to the next slide.</p>
Notes:			

Slide [1.4a]/ Menu Title: Wreath Board <i>[Not on Menu]</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Lt. Green Call Out Box Pointing to Picture, dark green text and shape border	Wreath Board	This is our unique wreath board. This is a special board we use to create our rose wreath, but it can also be used to create other styles of flowers.	When another item is clicked this layer will disappear and audio will stop
Notes:			

Slide [1.4b]/ Menu Title: Glue Gun <i>[Not on Menu]</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Lt. Green Call Out Box Pointing to Picture, dark green text and shape border	Glue Gun (fully charged)	You will need a glue gun. In the studio for safety, we will be using cordless glue guns. These will be used at the end in case we have a pesky petal on our flower that will not stay tucked in.	When another item is clicked this layer will disappear and audio will stop
Notes:			

Slide [1.4c]/ Menu Title: Zip Ties <i>[Not on Menu]</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Lt. Green Call Out Box Pointing to Picture, dark green text and shape border	50 – 6” 18lb Zip Ties	If you are a wreath maker, you always need zip ties. These will help keep the petals on the board without being obvious.	When another item is clicked this layer will disappear and audio will stop
Notes:			

Slide [1.4d]/ Menu Title: Petal Mesh <i>[Not on Menu]</i>			Objective: [3]
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Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Lt. Green Call Out Box Pointing to Picture, dark green text and shape border	10"x10yd Deco Mesh Any Color	This is mesh that is 10 inches by 10 yards. Here ours is pink and the only used for demonstration on the course but you and your students maybe chose any color for their petals. Collecting a few different colors can help our students decide what they would like to create that day and in the future.	When another item is clicked this layer will disappear and audio will stop
Notes:			

Slide [1.4e]/ Menu Title: Craft Clips <i>[Not on Menu]</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Lt. Green Call Out Box Pointing to Picture, dark green text and shape border	20 Craft Clips	Craft clips are a great help in lots of projects but this one helps to keep the rose forms while working on the wreath so it doesn't fall apart.	When another item is clicked this layer will disappear and audio will stop
Notes:			

Slide [1.4f]/ Menu Title: Rotary Cutter <i>[Not on Menu]</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Lt. Green Call Out Box Pointing to Picture, dark green text and shape border	Rotary Cutter	This are not 100% necessary, but they make the preparation so much easier, and they cause less mesh fraying than scissors. As they are inexpensive you can be honest and tell them scissors can be used but rotary cutters are a far better tool for this project and others using mesh.	When another item is clicked this layer will disappear and audio will stop
Notes:			

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Slide [1.4g]/ Menu Title: Green Mesh <i>[Not on Menu]</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Lt. Green Call Out Box Pointing to Picture, dark green text and shape border	10"x10yd Deco Mesh Any green	You will need another roll of mesh it will also be 10 inch by 10 yards and shade of green because they are used as leaves. They will be cut into 10 inches by 10-inch squares so a whole roll is not necessary for each student but at home they will need green mesh.	When another item is clicked this layer will disappear and audio will stop
Notes:			

Slide [1.4h]/ Menu Title: Self-Healing Mat <i>[Not on Menu]</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Lt. Green Call Out Box Pointing to Picture, dark green text and shape border	Self-Healing Mat	This is not an essential item, but most crafters will see its value when using it with a rotary cutter in our studio. This pad helps crafters not destroy their craft tables with a rotary cutter.	When another item is clicked this layer will disappear and audio will stop
Notes:			

Slide [1.4i]/ Menu Title: Glue Guns <i>[Not on Menu]</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Lt. Green Call Out Box Pointing to Picture, dark green text and shape border	2 Hot Glue Gun Sticks	When there is a glue gun you will need glue sticks to use.	When another item is clicked this layer will disappear and audio will stop
Notes:			

Slide [1.4j]/ Menu Title: UV Spray [Not on Menu]			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Lt. Green Call Out Box Pointing to Picture, dark green text and shape border	UV Clear Spray Paint	This will help your wreath from fading from sunlight. Especially if used to hang on a front door that gets a lot of sun.	When another item is clicked this layer will disappear and audio will stop
Notes:			

Slide [1.5]/ Menu Title: Safety			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background image: art studio/classroom</p> <p>Title: Light green pallet color with dark green pallet color for font and border</p> <p>Buttons: Caution Sign that will catch eye from the pallet. At the bottom</p> <p>Bullets for 5 safety topics in dark green font</p> <p>Layer add a box like the title except the background is 50% transparent</p>	<p>[Title] Important Safety Information</p> <p>[Bullets]</p> <p>Hot glue guns can get extremely hot.</p> <p>Do not overload outlets while charging glue guns.</p> <p>Assure any gun charging cables are off the floor.</p> <p>Use a well-ventilated room or use the UV spray outside.</p> <p>Rotary Cutters are extremely sharp.</p> <p>All these safety guidelines must be discussed prior to the customers using our</p>	<p>First thing is first with safety. Prior to a student using any of our tools these safety hazards most be taught.</p> <p>One may not think of crafting being a dangerous activity but there are safety hazards everyone should be aware of. Gun glues are one of the biggest hazards crafters need to use cautious with. Hot glue guns can get extremely hot. They can burn users' hands. The glue is also hot, so after it being used it should not be touched directly by skin. They have also caused fires when being left on.</p> <p>We must also be very careful when charging multiple glue guns prior to class because overloading an outlet can risk an electrical fire.</p> <p>Another risk glue guns can create are when we leave them charging and cords are on the floor cause a trip and fall risk. We must keep the cords off the floor</p>	<p>Bullets will fly in from the right set to the audio</p> <p>Caution sign and directions to click it are hidden until the audio talks about it.</p> <p>When user clicks caution sign a call out box pops up</p> <p>Next button will move user to the next slide.</p>

	tools and materials.	<p>when they are plugged in and when they are not.</p> <p>A different danger in our studio is using the UV spray. We must make sure to turn on our studio exhaust fans while using this spray to keep it while ventilated while the spray is in use.</p> <p>One last hazard in our studio during this class will be the rotary cutter. They are extremely sharp and can easily cut through skin and cause someone to need stitches. When not in use there is a safety cover that should be on always.</p> <p>All these safety guidelines must be discussed prior to the customers using our tools and materials. Every class starts with your introduction and then on to the safety warnings. Let's keep our customers safe and happy.</p>	
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Notes:

Slide [1.6]/ Menu Title: Safety Check <i>[Not on Menu]</i>			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background image: A table in an art studio with the following:</p> <ul style="list-style-type: none"> • UV Spray • Rotary Cutter • Lots of random craft supplies on table • Glue Gun 	<p>[Title] Click on the potential safety hazards</p> <p>Next to information icon: Click here for more info</p>	<p>As a company one of our biggest priorities is the safety of our employees and customers. In this studio see if you can identify five potential hazards. Click on the areas of the studio that could be a safety issue. Click on the information icon for more information.</p>	<p>Hotspots will be sent up around the 5 different safety hazards.</p> <p>When clicked on it will take to a layer containing more information.</p>

<ul style="list-style-type: none"> Overload outlet <p>Title: Light green pallet color with dark green pallet color for font and border</p> <p>Information Icon in dark green with green text box next to it with green border and no fill.</p>			The Visited state has the hazard circled.
Notes:			

Slide [1.6a]/ Menu Title: Glue Gun <i>[Not on Menu]</i>			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
A centered Text Box pops up that is light green with a dark green border and text. There is an 'x' in the top right corner	Yes, glue guns can be very hot and the glue coming out. People can experience a severe burn if not being careful!		To hide the layer, they must click on the red x.
Notes:			

Slide [1.6b]/ Menu Title: Overloaded Outlet <i>[Not on Menu]</i>			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
A centered Text Box pops up that is light green with a dark green border and text. There is an 'x' in the top right corner	You are correct! This outlet is complete overloaded and is a fire hazard. It is also a trip hazard.		To hide the layer, they must click on the red x.
Notes:			

Slide [1.6c]/ Menu Title: UV Protectant Spray <i>[Not on Menu]</i>			Objective: [1]
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Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
A centered Text Box pops up that is light green with a dark green border and text. There is an 'x' in the top right corner	Make sure this studio is well ventilated or you are going to want to use the UV protective spray outside to avoid fumes in the classroom		To hide the layer, they must click on the red x.
Notes:			

Slide [1.6d]/ Menu Title: Clutter layer <i>[Not on Menu]</i>			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
A centered Text Box pops up that is light green with a dark green border and text. There is an 'x' in the top right corner	Be sure to de-clutter the craft table. A cluttered workspace can lead to making mistakes that may result in injury.		To hide the layer, they must click on the red x.
Notes:			

Slide [1.6e]/ Menu Title: Rotary Cutter layer <i>[Not on Menu]</i>			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
A centered Text Box pops up that is light green with a dark green border and text. There is an 'x' in the top right corner	Always put the safety cover over the blade on the rotary cutter. It is extremely sharp and can cut skin very easily.		To hide the layer, they must click on the red x.
Notes:			

Slide [1.6f]/ Menu Title: Information Icon <i>[Not on Menu]</i>			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Small text box at the bottom will pop out. With a light green background with texture and a dark green border and text.	Hint there are 5 potential safety hazards pictured!!		To hide the layer, they must click on the red x.
Notes:			

Slide [1.6g]/ Menu Title: Yay! <i>[Not on Menu]</i>			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Frame border needs to be there Background is a celebration video.	Congratulations! You found all 5 hazards!		When timeline ends jump to the next slide. Next button will move user to the next slide.
Notes:			

Slide [1.7]/ Menu Title: Preparation			Objective: [1 & 3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Background image: art studio/classroom (click hide background) Title: Light green pallet color with dark green pallet color for font and border Nearly the entire slide is taken up by an accordion interaction. Four	[Title] Class Preparation [Tabs] Set Up Charge Materials Personal	Any instructor knows a key to a successful lesson is preparation. Click through the options from left to right to learn best practice on how to prepare for this wreath making class.	Inside the area that is the “cover” of the closed accordion, a video related to the Narration will be displayed. The learner will be able to click on tabs, which will open the accordion and show the corresponding slide layer. Each layer will show the accordion

<p>tabs displaying the tab titles takes up about 1/3-1/4 of the accordion area, leaving the remainder space for content to show within the accordion frame.</p> <p>The closed accordion will show on the screen to start.</p> <p>Each tab should be a different palette color. The layer associated with each tab, and therefore the “open” section of each accordion area should have the same background palette color as the tab for that section.</p>			<p>in the open position and have content related to the tab title. When the learner clicks on the Next button, it will jump to Slide 1.8</p>
<p>Notes:</p>			

Slide [1.7a]/ Menu Title: Setup			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Set Up Tab is open with a large box that matches the pallet color picked.</p> <p>Sentence at the top and under it all the bullet points in two columns.</p> <p>Font is white.</p>	<p>Each studio table need to have all the materials needed for each student set up in a basket</p> <ul style="list-style-type: none"> • Self-healing mat • Rotary cutter • Hot glue gun • 2 glue sticks • 50 zip ties • 20 Craft Clips • Wreath Board 		<p>Learner can select another tab from this layer.</p>

	<ul style="list-style-type: none"> 4 pieces of green mesh pre-cut 		
Notes:			
Slide [1.7b]/ Menu Title: Charge			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Charge Tab is open with a large box that matches the pallet color picked.</p> <p>Sentences will be separated by a space.</p> <p>Near the middle sentence add the safety icon from slide 1.6.</p> <p>Font is white.</p>	<p>Charge more than enough glue guns for each student's use.</p> <p>We use cordless hot glue guns in the studio because we are considering the safety of the class and the store.</p> <p>Ensure you have enough time to charge each gun.</p>		Learner can select any other tab from this layer.
Notes:			

Slide [1.7c]/ Menu Title: Materials			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Materials Tab is open with a large box that matches the pallet color picked.</p> <p>Sentences will be separated by a space.</p> <p>Photo of the wreath board pre-loaded with zip ties and a photo of cutting mesh at the bottom</p>	<p>Materials need to be prepped before class begins.</p> <ul style="list-style-type: none"> Pre-load the board with zip ties Cut all the mesh for your wreath 		Learner can select any other tab from this layer.

Font is white.			
Notes:			

Slide [1.7d]/ Menu Title: Personal			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Personal Tab is open with a large box that matches the pallet color picked. Sentence at the top and under it all the bullet points Photo of snack, drink, phone Font is white.	Personal Needs should be taken care of prior to students' arrival. <ul style="list-style-type: none"> • Use the restroom • Silence your cell phone • Get a drink • Have a quick snack 		Learner can select any other tab from this layer.
Notes:			

Slide [1.8]/ Menu Title: Knowledge Check			Objective: [1&3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Background image: art studio/classroom Title: Light green pallet color with dark green pallet color for font and border centered Directions: Same as the title box but text is italic, centered under title between the top of big do/don't boxes	[Title] Knowledge Check Drag & Drop the statements to the correct box. Click submit when complete. Do's: <ul style="list-style-type: none"> • Charge the glue guns. 	Let's check our learning so far. Drag a yellow box into the correct square. Click submit when you have finished.	This slide is a drag-and-drop KC interaction. There will be 8 actions items that the learner will need to sort between the two drop targets. Make sure that however the drop item snaps to the target,

<p>Answer Choices: Gold filled rectangle, dark green pallet color for font and border, centered between do/don't boxes in two columns. Boxes have a hover state that is gray with no border.</p> <p>2 large boxes with rounded corners. Do's is like the title box. Don't is the maroon from the pallet box with white text.</p>	<ul style="list-style-type: none"> • Keep cords off the floor. • Prepare your materials • Enjoy yourself! • Introduce the tools. <p>Don'ts</p> <ul style="list-style-type: none"> ▪ Plug in all glue guns in one outlet. ▪ Clutter is ok. ▪ Leave rotary cutters uncovered. 		<p>it enables the learner to see all of the items dropped on that target.</p> <p>Allow 1 attempt in the form settings.</p> <p>User clicks submit when finished.</p>
<p>Notes:</p>			

Slide [1.8a]/ Menu Title: Correct			Objective: [1&3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Background is a celebration video	[Button] - Continue		Continue button goes to 2.1
<p>Notes:</p>			

Slide [1.8b]/ Menu Title: Incorrect			Objective: [1&3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Hide the studio and make the background light green pallet color. Text in dark green. Continue button is dark green fill with white font.</p>	<p>Oh no!</p> <p>One or more of your responses are incorrect. Please click continue to</p>	<p><i>[Insert Script Text]</i></p> <p>Not quite. Click to continue to review the correct answers.</p>	<p>Continue button goes to 1.8c</p>

	review.		
Notes:			

Slide [1.8c]/ Menu Title: Review			Objective: [1&3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Same as the KC slide but all the answer choices are in the correct boxes now.</p> <p>Box in the middle matching colors of the title.</p> <p>Continue button is dark green fill with white font.</p>	<p>See KC base layer</p> <p>Add Box in the middle:</p> <p>Look at the Do's & Don'ts.</p> <p>They are now in the correct boxes.</p> <p>Take a moment to think on why they are in these boxes.</p>		<p>Starts at the base layer slide was. Then the answer choices all move into the correct boxes. And a box in the center appears.</p> <p>Continue box doesn't appear until 4 seconds in.</p>
Notes:			

Slide [2.1]/ Menu Title: Welcome the Students			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom</p> <p>Title: Light green pallet color with dark green pallet color for font and border</p> <p>Call out speech bubbles: Light Green and dark green font and border.</p>	<p>[Title] Welcome the Crafters</p> <p>“Welcome to our studio. Today we are going to create this beautiful rose wreath.”</p> <p>“Please find a seat with supplies prepared. We will begin shortly. Hope you are ready for some fun today!”</p> <p>“Please find a seat with supplies prepared. We</p>	<p>“Welcome to our studio. Today we are going to create this beautiful rose wreath.”</p> <p>“Please find a seat with supplies prepared. We will begin shortly. Hope you are ready for some fun today!”</p>	<p>Jennie: First a friendly welcome face. Next a here you are welcome to our space. Then smiling and holding up an example of the wreath. Then turning/gesturing towards the tables. This goes with the audio.</p> <p>Automatically jumps to slide</p>

Female Avatar that is friendly and excited to be there.	will begin shortly. Hope you are ready for some fun today!"		2.2. Next/Prev buttons are hidden.
Notes:			

Slide [2.2]/ Menu Title: <i>Steps</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Text box: Light green pallet color with dark green pallet color for font and border, centered</p> <p>Buttons: Maroon Arrow to the left and Dark Green Arrow to the right</p>	Please click the forward and back arrows to the right and left to navigate through the steps at your own pace.	Click the forward and back arrows to the right and left to navigate through the steps at your own pace. Click the green box to return to the steps.	<p>The right arrow will go to the 2.2a</p> <p>Next and Prev buttons are hidden</p>
Notes:			

Slide [2.2a]/ Menu Title: <i>Step 1</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Text box: Light green pallet color with dark green pallet color for font and border, centered at the top with bullets</p>	<p>[Title] Step 1</p> <ul style="list-style-type: none"> • Form a petal by making a triangle • Use a craft clip to hold them together • Do this for all the cut 	<p>Now it's time to talk about how we make the wreath so you will be able to teach others. As someone with your knowledge this will be a simple project. But we must remember that our customers do not all have the experience we do here at Joyce's Crafts. Is would be</p>	<p>Step 1 flies in from the bottom left.</p> <p>Photo and text box fly in from the right</p> <p>The Green arrow moves to step 2.</p>

<p>Large photo depicting the step under text box. Photo has soft edges.</p> <p>Title is dark green and slanted on the left side of the slide.</p>	<p>flower mesh</p>	<p>a perfect beginner project but someone more advanced would enjoy it too.</p> <p>Before you start with step 1 you will want to make sure all the proper preparation has been completed. The color you have chosen for your flower must be cut into 10 x 10 squares and our wreath board should be preloaded with zip ties. All these preparations will help you have plenty of time to demonstrate to the class and time to help them if they have challenges.</p> <p>Once prepared you are ready for Step 1. You will take all the flower mesh and form a pedal. You fold over your square of mesh from opposite corner to opposite corner to make a triangle. The point where they meet is scrunched up and clipped with a craft clip as shown in the photo. Do this for all petals.</p>	
<p>Notes:</p>			

Slide [2.2b]/ Menu Title: Step 2			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Text box: Light green pallet color with dark green pallet color for font and border, centered at the top</p>	<p>[Title] Step 2</p> <ul style="list-style-type: none"> • Start on the outside • Put Petals all around row 1 	<p>Next you are going to start on the outside row (number 1). You will place the tail of the petal inside a zip tie tail going to the center of the board. Repeat all the way around the board so that</p>	<p>Step 2 flies in from the bottom left.</p> <p>Photo and text box fly in from the right</p> <p>The Green arrow moves to</p>

<p>with bullets</p> <p>Large photo depicting the step under text box. Photo has soft edges.</p> <p>Title is dark green and slanted on the left side of the slide.</p>	<ul style="list-style-type: none"> • Tail faces in 	<p>every other set of holes has a petal.</p>	<p>step 3. The Red arrow moves to previous step.</p>
<p>Notes:</p>			

Slide [2.2c]/ Menu Title: Step 3			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Text box: Light green pallet color with dark green pallet color for font and border, centered at the top with bullets</p> <p>Large photo depicting the step under text box. Photo has soft edges.</p> <p>Title is dark green and slanted on the left side of the slide.</p>	<p>[Title] Step 3</p> <ul style="list-style-type: none"> • Add another zip tie on top • Neighboring petal points secure in new ties • Repeat steps 2 & 3 on row 2 	<p>Now we will add other zip tie over the old ones in row 1. Take the neighboring petals corners from either side into the zip tie. The petals will start to take shape of the outside of a rose and stand up slightly. Continue all the way around. How you will complete step 2 and 3 with row 2 on your wreath board.</p>	<p>Step 3 flies in from the bottom left. Photo and text box fly in from the right</p> <p>The Green arrow moves to step 4. The Red arrow moves to previous step.</p>
<p>Notes:</p>			

Slide [2.2d]/ Menu Title: Step 4			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Text box: Light green pallet color with dark green pallet color for font and border, centered at the top with bullets</p> <p>Large photo depicting the step under text box. Photo has soft edges.</p> <p>Title is dark green and slanted on the left side of the slide.</p>	<p>[Title] Step 4</p> <ul style="list-style-type: none"> • Roll a petal into a bud for the center • Tail faces out and it will stand straight up • Complete row 1 by wrapping petals around bud 	<p>Step 4 will most likely be the most difficult step for our learners. You take a petal and roll it into a bud and place the tail facing out of the zip tie in row 4. The bud's look is very important to make sure the rose will look like a rose. When it's tied on it should stand straight up. Now for the other 3 zip ties in row 4 take a petal and wrap it around the bud and use a fresh zip tie with the tail facing out. You will complete wrapping in both row 4 and 3. This will also be the time if a pedal tail or corner is sticking out or just not quite right, we will want to use our glue gun to make it cooperate.</p>	<p>Step 4 flies in from the bottom left.</p> <p>Photo and text box fly in from the right</p> <p>The Green arrow moves to step 5</p> <p>The Red arrow moves to previous step.</p>
Notes:			

Slide [2.2e]/ Menu Title: Step 5			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Text box: Light green pallet color</p>	<p>[Title] Step 5</p> <ul style="list-style-type: none"> • Glue any unruly petals 	<p>After we have glued any unruly petals in place, it's time to make the leaves. Use two 10x10 pieces of green mesh and gather from one point and the opposite</p>	<p>Step 5 flies in from the bottom left.</p> <p>Photo and text box fly in from the right</p>

<p>with dark green pallet color for font and border, centered at the top with bullets</p> <p>Large photo depicting the step under text box. Photo has soft edges.</p> <p>Title is dark green and slanted on the left side of the slide.</p> <p>Finished button that has light green fill and dark green text and border.</p>	<p>into place</p> <ul style="list-style-type: none"> • Use 4 pieces of green mesh gather in the middle • Zip tie 2 pieces to 1 side & the other 	<p>point together in the middle. Then tie to the one side. Use the empty holes in row 4. Repeat once more for the opposite side of the wreath.</p> <p>You may use the back arrow to revisit the steps if you would like or you can click the finished button to move to the next slide.</p>	<p>The Red arrow moves to previous step.</p> <p>The Finished button appears at the end of the timeline.</p> <p>Finished button takes learner to 2.3</p>
<p>Notes:</p>			

Slide [2.3]/ Menu Title: <i>Tips and Tricks</i>			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom</p> <p>Gennie and Nora Avatars will be having a conversation facing one another. The avatars will change each time they are talking, or the other avatar is talking.</p>	<p>The conversation will be typed out in call out boxes.</p> <p>Take a few moments to think about what Jennie asked Nora. What would a successful class look like to you?</p>	<p>Nora: Hi Jennie! Thanks for this course I am learning so much about how to teach the class, but I am still very nervous. Is there anything else I can do to have the most successful classes I can in the studio?</p> <p>Jennie: Nora, it is perfectly normal to be nervous about teaching a class. I promise it will get easier and easier the more you</p>	<p>The characters poses will change with the voice over and so will the next boxes.</p> <p>The end of timeline takes them to the next slide.</p>

		<p>do it. There are ways to help make your class a successful class. I want you to think about what success looks like for you.</p> <p>Nora: Ahh well...I guess...the class would be fun, students would make nice projects, and they'd leave happy...that would feel like a success to me.</p> <p>Jennie: That does sound like success to me too. Now we must take those ideas and think about how to create that environment in the studio.</p>	
Notes:			

Slide [2.4]/ Menu Title: <i>How Might We</i>			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom – hidden</p> <p>All Text in dark green</p> <p>Photos are of a green marker</p> <p>Add Fun and Remove Frustration are at the top of 2 columns.</p> <p>Font will be Ink Free to look more like handwriting.</p> <p>Small Icon to pop up when each topic is being talked about.</p>	<p>[Title] How Might We...</p> <p><u>Add Fun</u></p> <p>-Turn on upbeat music</p> <p>-Get to know the students</p> <p>-Keep the class going at a good pace</p> <p>-Be encouraging and give sincere complements</p> <p><u>Remove Frustration</u></p>	<p>Jennie: Let's write down on our whiteboard some ways we can create that studio environment that will help you to achieve your success in the studio.</p> <p>How might we...foster success.</p> <p>The first thing you told me that a successful class would be was fun. So let's Add Fun. What are some ways we can make an arts and crafts studio more fun for everyone?</p> <p>Nora: Well, I always enjoy listening to music while I work so what if we turn on some music.</p> <p>Jennie: That's a fantastic idea. Since the</p>	<p>Markers will look like it's writing out the title. Then it underlines the two topics.</p> <p>The bullets fly in from the right when they are mentioned in the audio</p> <p>The exit will be automatic</p>

<p>Music Notes</p>	<ul style="list-style-type: none"> -Be prepared -Help anyone struggling right away -Speak loud and clear -Catch any mistakes quickly 	<p>company subscribes to Dotify you can make some play lists that might work for a calm yet upbeat environment.</p> <p>Another thing, I have found that adds fun in the studio is everyone enjoying each other. Chatting about crafts or our families or whatever comes up. If you form a bond with your students, they will want to come back and take another class by you.</p> <p>We also need to remember pacing the class. If we go too fast, it could stress our crafters out or too slow and they will be bored. We must find the happy medium.</p> <p>Nora what is something that a teacher has done for you in the past that has added fun or happiness in your perspective of the class.</p> <p>Nora: I always appreciated teachers that were encouraging even when I made mistakes. And that give complements. I mean, who doesn't like a complement?</p> <p>Jennie: That's a great addition to our list. Now we need to think of way we can keep away negative feels in the studio. Got any ideas how to Remove Frustration in the studio.</p> <p>Nora: Well, this course taught me how to prepare well for the class and I cannot stand being unorganized and having to stop when I'm in the groove and look for something I forgot to prepare.</p> <p>Jennie: Absolutely. That's another reason we want to be prepared by cutting our own mesh first so that we can lend a hand to anyone that is</p>	
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		<p>struggling.</p> <p>We always need to speak loudly and clearly and demonstrate so that everyone can see. Joyce's Crafts has supplied each studio with a hover camera and laptop so we can project our own project on the screen.</p> <p>And the last one I'd add to our remove frustration list would be to pay close attention to our crafters projects so we can catch any mistakes early and fix them right away. Fixing something that we did not catch quickly can take a frustratingly long amount of time.</p>	
Notes:			

Slide [2.5] Menu Title: Quiz			Objective: [all]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background image: art studio/classroom</p> <p>Title: Light green pallet color with dark green pallet color for font and border</p> <p>Logo centered at the bottom.</p>	<p>[Title] Quiz</p> <p>You have reached the end of the course. Now it is quiz time to test your knowledge. There are 5 questions. You will need to receive an 80% to pass and complete the course. Click our logo to begin the quiz.</p>	<p>You have reached the end of the course. Now it is quiz time to test your knowledge. There are 5 questions. You will need to receive an 80% to pass and complete the course. You will have 3 attempts. Click our logo to begin the quiz.</p>	<p>Joyce's Craft Logo is a button to begin the course.</p>

Notes:

Slide [2.6/ Menu Title: <i>Question 1 (not on menu)</i>			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Question at the top like a title light green with dark green font and border.</p> <p>Directions are under that with text box with no fill. Font is dark green and italic.</p> <p>Small green leaf or flower in the corner</p>	<p>What things must you do before the students arrive to the studio? You may choose more than one answer.</p> <ul style="list-style-type: none"> ▪ Prepare each table with the necessary supplies ▪ Pre-cut your mesh ▪ Complete your wreath (no check) ▪ Pre-load your zip ties ▪ Take care of anything personal 	<p><i>[Insert Script Text]</i></p>	<p>User will check their answers and click submit to move to the next question</p>
<p>Notes:</p>			

Slide [2.7]/ Menu Title: <i>Question 2 (not on menu)</i>			Objective: 1
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Question at the top like a title light green with dark green font and border.</p> <p>Directions are under that with text box with no fill. Font is dark green</p>	<p>Why is it suggested that your mesh is pre-cut, and your board has pre-loaded zip ties? Choose the best answer So you do not cut yourself with the rotary cutter during class. You do not want the learners to know how to prepare unless they are in our studio.</p>	<p><i>[Insert Script Text]</i></p>	<p>User will choose the best answer and click submit.</p>

and italic. Small green leaf or flower in the corner	So you can focus on helping the learners. You do not want to make a mistake in front of the class.		
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Slide [2.8]/ Menu Title: <i>Question 3 (not on menu)</i>			Objective: [2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Question at the top like a title light green with dark green font and border.</p> <p>Directions are under that with text box with no fill. Font is dark green and italic.</p> <p>Small green leaf or flower in the corner</p>	<p>Why does Joyce's Crafts offer classes in our studio? You may choose more than one answer.</p> <ul style="list-style-type: none"> ▪ We want to demonstrate that crafting is fun and easy ▪ We can promote more sales by teaching customers how to use products. ▪ We can bring more customers into our store. ▪ We need to keep our employees busy. (Not correct) 	[Insert Script Text]	User will check their answers and click submit to move to the next question
Notes:			

Slide [2.9]/ Menu Title: <i>Question 4 (not on menu)</i>			Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Question at the top like a title light green with dark green font and</p>	<p>Is the following statement true or false? It is safe to touch the tip of a hot glue gun while on or recently in use.</p>	[Insert Script Text]	User will click true or false and then click submit.

<p>border.</p> <p>Directions are under that with text box with no fill. Font is dark green and italic.</p> <p>Small green leaf or flower in the corner</p>	<p>Choose the best answer True False (correct)</p>		
<p>Notes:</p>			

Slide [2.10]/ Menu Title: <i>Question 3 (not on menu)</i>			Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom is hidden</p> <p>Question at the top like a title light green with dark green font and border.</p> <p>Directions are under that with text box with no fill. Font is dark green and italic.</p> <p>Small green leaf or flower in the corner</p>	<p>Is the following statement true or false? Adding green leaves to your wreath board is the first step. Choose the best answer True False (correct)</p>	<p><i>[Insert Script Text]</i></p>	<p>User will click true or false and then click submit.</p>
<p>Notes:</p>			

Slide [2.11]/ Menu Title: Results			Objective: [all]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:

<p>Background: art studio/classroom</p> <p>Title: Light green pallet color with dark green font and border</p> <p>Under title “Your score: ___%” in dark green</p> <p>3 Dark Green Buttons across the bottom of the screen.</p>	<p>[Title] Quiz Results Your Score: ___%</p> <p>[Button] Review Quiz [Button] Retry Quiz [Button] Continue</p>		<p>This page will not show to user just the success or failure page.</p>
<p>Notes:</p>			

Slide [2.11a]/ Menu Title: Success			Objective: [all]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom hidden</p> <p>Title: Light green pallet color with dark green font and border</p> <p>Under title “Your score: ___%” in dark green</p> <p>Jennie is there holding up a sign.</p> <p>Celebration video behind the Congrats text box that matches the title text box.</p> <p>3 Dark Green Buttons across the bottom of the screen.</p>	<p>Quiz Results Your Score: ___%</p> <p>Congratulations You Passed! (on the sign)</p> <p>[Button] Continue</p>	<p>Congratulations you passed</p>	<p>User clicks continue to move to 2.11</p>

Notes:

Slide [2.11b]/ Menu Title: Failure			Objective: [all]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background: art studio/classroom</p> <p>Title: Light green pallet color with dark green font and border</p> <p>Under title “Your score: ___%” in dark green</p> <p>3 Dark Green Buttons across the bottom of the screen. Small green leaf or flower in the corner</p>	<p>Quiz Results Your Score: ___%</p> <p>Please Try Again. Click Review Quiz to review your incorrect answer.</p> <p>[Button] Review Quiz [Button] Retry Quiz</p>	<p>Unfortunately, you did not pass the quiz. Go back and review your answers and retake the quiz.</p>	<p>Review Button and Retry Quiz</p> <p>Review brings user back to each question.</p> <p>Retry brings user back and has reset the answers for user to retake.</p>
Notes:			

Slide [2.12]/ Menu Title: Summary			Objective: [all]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Background image: art studio/classroom</p> <p>Title: Light green pallet color with dark green pallet color for font and border</p> <p>White text box in the middle of the slide. Bulleted points in Green.</p>	<p>[Title] Summary</p> <ul style="list-style-type: none"> You can administer a safe wreath making class in our studio You can explain why we hold classes at our stores. You know what products are needed to recreate the 	<p>Now that you have completed the course...</p> <p>You can demonstrate a safe class in our studio.</p> <p>You can explain why we hold classes at our stores.</p> <p>You know what products are needed to recreate this project.</p> <p>Don't forget happy knowledgeable</p>	<p>Bullets show when audio talks about it.</p> <p>Bottom text box drops in from the top.</p> <p>Moves to slide 2.12 automatically</p>

Another text box at the bottom that is transparent and has dark green font with a border	project.	customers keep us in business.	
Notes:			

Slide [2.13]/ Menu Title: <i>Conclusion</i>			Objective: n/a
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Background: art studio/classroom Same as 1.1 slide with the except of the words and the only button is an exit course.	Thank you for attending this course. You did a great job! We are looking forward to seeing your student's creations. [Button] Exit Course	Thank you for attending this course. You did a great job. We are looking forward to seeing your student's creations. You may now exit the course.	Exit course button
Notes:			