

## TECHNICAL INSTRUCTIONS

The presentation platform used to create the lessons of the Dorset Home Front pack is Microsoft PowerPoint 2003. The individual lessons have, however, been saved in a format that is compatible with software versions 97 through to 2003. The lessons are designed to be used on classroom whiteboards and run on a computer with modest specifications (minimum 300 mhz).

**Copying Lessons to a hard drive** The lessons may be run direct from the CD-Rom drive (the easy option), however, the short delay while video and sound files are accessed can be lengthened slightly by so doing. When copying the lessons to a hard drive, it is necessary to retain the integrity of the multi-media links to the sound and video clips by copying the whole lesson directory to the desired drive. If the PowerPoint files are copied alone, they will lose links to the files necessary to play the files containing the video and sound clips.

**Viewing/Finding Resources** The resources enclosed in the lesson folders are a mixture of Word documents and pdf files, therefore the Windows Explore facility should be used or the 'Open' utility in word should be set to 'View all files'.

### Playing Sounds and Video Clips

The lessons contain embedded video and sounds that are designed to be run as a part of the presentation and initiated by the teacher.

**Sounds** To play associated sounds, such as air raid sirens, click the speaker icon. If sound levels need adjusting, it is recommended that this is done at the speaker or via the speaker icon on the task bar or via the sound icon in Control Panel.

**Video Clips** To run the associated film clips, click on the black screen areas. To pause the film clip, click on the video image once. To resume playing, another single click is required. To adjust the volume use the same procedure as above.

**Technical Upgrades** It is planned that we will advertise the availability of software upgrades and give further technical advice via the Education Pages on the Keep Military Museum's website [www.keepmilitarymuseum.org](http://www.keepmilitarymuseum.org).

**Links to BBC People's War Website** There are several links to the BBC People's War website contained in the presentations. At the time of production it is known that the site is to be permanently archived but beyond that details are not known. Please visit the education pages of the Keep Museum's website for updates.



**The Keep  
Military  
Museum**

Produced for the Keep Military Museum  
by *Galahad History*

