

# Inspiration™ Outline

## I) Introducing Inspiration Software

Brainstorming, diagramming, webbing, flowcharts, mind maps, concept maps, graphic organizers, outlines, etc.

- 1) Examples
  - a) *2waterforms.isf* (Forms of Water without graphics)
  - b) *3waterformswpict.isf* (with graphics & colors)
  - c) *4mammals.isf* (Mammals – writing a paper)
  - d) *5zootrip.isf* (Trip to the Zoo – brainstorming session)
  - e) *famous\_Poles.isf* (activity meeting all requirements)
  - f) *Students time to explore the built in templates*

## II) Creating New Diagrams

- 1) Open Inspiration and select Diagram from the Inspiration Starter
- 2) Introduce parts of the top and bottom toolbars and symbol palette (View >Symbol Palette)
- 3) Rename “main idea” symbol (*Traveling to Poznan*)
- 4) **Introducing RapidFire**  
*(Instructors lead a short brainstorming session about individual roles for Travelling To Poznan webquest to demonstrate the use of Rapid Fire)*
  - a) Click to select a symbol
  - b) Click the RapidFire icon in the toolbar (notice the red thunder bolt appear)
  - c) Start typing new ideas
  - d) Press the Return key (enter) after each idea
  - e) New symbols will be created and linked automatically
- 5) Demonstrate resizing the main idea symbol
- 6) Use the Fill Color button on the bottom toolbar
- 7) Double-click the main idea symbol to change or format the text
- 8) Use the bottom toolbar to change text font and size

## III) Saving Inspiration Files

- 1) Go to File > Save > navigate to the desktop or other desired location
- 2) Name the file descriptively (.isf extension)

### Included in this outline...

#### Inspiration

- Introducing Inspiration
- Creating new diagrams
- Using RapidFire
- Saving files
- Options for creating new symbols
- Linking symbols
- Arranging diagrams
- Additional features
- Additional tools
- Printing diagrams
- File management
- Overview of assignment
- Special Notes

#### Kidspiration

- Exploring Kidspiration
- Creating a diagram
- New icons on the toolbar
- Adding sounds
- Special notes

#### **IV) Options for Creating New Symbols**

- 1) Use the Create button on the top toolbar menu

*Advantage: creates symbols already linked to the main idea*

1. Create 2 symbols
  2. Change the symbol shapes to better visualize different levels of information
- 2) Explore the Search and Libraries tabs on Symbols Palette (click Basic for more categories)
  - a) Drag desired symbol to the workspace
- 3) Click on the workspace > observe little gray crosshair > click on a symbol in the palette
- 4) Inserting symbols from external sources
  - a) Edit > Insert graphic
- 5) Inserting borderless symbols - Text symbol from the basic palette or from the bottom toolbar  
*(good for writing instructions or other large text areas)*

#### **V) Linking Symbols**

- 1) Select a symbol where you want the link to begin
- 2) Click the Link button on the top toolbar
- 3) Drag cursor to the symbol where you want the link to end (Repeat steps 1 and 3)
- 4) To label links click to select the link and type in the box provided  
(tip: click the arrow head to more easily select links)

#### **VI) Arranging Diagrams**

- 1) Select the symbol where you want to start the arrangement
- 2) Click the Arrange button on the top toolbar and select desired options
- 3) Selecting multiple symbols
  - a) Hold the Shift key while selecting multiple symbols, or click & drag to draw a box around symbols

#### **VII) Additional Features**

- 1) Hyperlinks (click to select a symbol then use the toolbar icon or the Tools menu)
- 2) Toolbar > Notes (notes can also incorporate hyperlinks)
- 3) Tools Menu > Insert Video or Sound (from a file or record audio directly within the program)
  - a) Recording sound
    1. Select a symbol and go to Tools > Insert Video or Sound > Record Sound...
    2. Click the Record button (circle icon). When finished recording, click the Stop button (square icon). Use the Play button (triangle icon) to preview the recording.

3. Save the recording
4. Observe the little speaker icon attached to the symbol when selected

### **VIII) Additional Tools**

- 1) Toolbar > Word Guide
- 2) Tools menu > Spell Check
- 3) Creating a Map as a new document (mind maps)

### **IX) Printing Diagrams** (*you are not expected to print anything for your assignment*)

- 1) Select Print Preview... from the File Menu.
- 2) Page Setup includes printing options such as the orientation and “fit to page”

### **X) File Management**

- 1) Exit/Quit the Inspiration program
- 2) USB Flash drive
  - a) Insert your USB Flash drive and open that device in a new window
  - b) Click and drag the Inspiration / Kidspiration file from the desktop to your Flash drive
  - c) Safely remove your USB device
- 3) eLearning
  - a) Login to our course
  - b) Go to the My Files area and click Get Files
  - c) Browse to select your file
  - d) Observe the action menu displayed next to your file with options to download or delete

### **XI) Overview of the Assignment**

- a) *Open the WebQuest Demo and Inspiration assignment pages in eLearning*  
<http://sites.google.com/site/etdwebquestdemo>
- b) *Explore the example collaboration tool provided in the WebQuest Demo*

### **XII) Special Notes:**

- *Attachments in Google Sites cannot exceed 10 MB. Incorporating large amounts of video or audio may will result in an Inspiration file that is too big to attach to your WebQuest.*
- *Instructions for how to attach an Inspiration/Kidspiration file to Google Sites are included in the WebQuest 2 outline.*

## Kidspiration™ Outline

*Note: Kidspiration software is based on Inspiration, hence this complementary outline concentrates mainly on the functions unique to Kidspiration.*

### **XIII) Introducing Kidspiration Software**

- 1) Explore Kidspiration Activities from the Starter Menu
- 2) Examples
  - a) *Smartshopping.kid*
  - b) *Chickens.kid*

### **XIV) Creating a Diagram (Starter Menu > New > Picture View)**

- 1) Similar to Inspiration:
  - a) Main idea (*Smart Shopping*)
  - b) Toolbar with buttons to link and create new symbols
  - c) Symbols Palette (*pull down menu > Food and health: select and label a few healthy and unhealthy items*),
  - d) Bottom toolbar

### **XV) New Icons on the Toolbar**

- 1) Listen (select the toolbar icon first, then click on symbols to hear their text spoken)
- 2) Symbol Maker (create your own symbols) (*create and label an orange symbol*)
- 3) SuperGrouper (*grocery baskets labeled: Healthy Choices, Not So Healthy choices*)
- 4) Go to Writing (outline mode where students can write and expand descriptions beyond labels on the symbols)
- 5) Writing Help (similar to Word Guide)

### **XVI) Adding Sounds**

- 1) Select a symbol or space to place the sound icon
- 2) Go to the Sound menu > Record... (*steps identical to Inspiration*)

### **XVII) Special Notes:**

- *Attachments in Google Sites cannot exceed 10 MB. Incorporating large amounts of video or audio may will result in an Inspiration file that is too big to attach to your WebQuest.*
- *Instructions for how to attach an Inspiration/Kidspiration file to Google Sites are included in the WebQuest 2 outline.*