

SETTING UP A DEPARTMENT WEBSITE

“TANTALISING TEN” – Ten things to consider in developing your own department website

1. AIMS / TARGET AUDIENCE

Before developing your site you will need to decide upon the aims of creating a website in the first place and who it is you are targeting it at. There are 3 main target audiences (i) students (ii) parents (iii) department staff and depending on your site access – the general public! Some department websites are fairly static in nature and simply provide an outline of the courses run in the department and the resources that are available whilst others are far more interactive and are used to engage students with the intention of stimulating independent learning and encouraging students to regularly access the site – you will need to decide what you want from your website.

2. HOSTING YOUR SITE

There are a number of options for locating your site; the options vary in terms of ownership (i.e. ease of uploading – will you have your own access rights or will materials have to be passed on to someone else for uploading?) level of accessibility for the user, (open access to all or password protected login?) and cost. Your decision will require consideration of the level of flexibility / ownership you require over your own site.

Possible options for hosting your site will include:

- part of a main school website on a dedicated school server (level of ownership issues to be considered – will you be able to update materials yourself?)
- part of main school website with an internet service provider (cost implications?)
- school intranet (would only be available in school)
- own webspace (this obviously has cost implications and will require both webspace and a domain name – however this does provide you with overall ownership)

Things to consider in making your choice:

(i) The site aims and audience: The decision you make on who you are aiming your site at is likely to influence your decision on how you host your site. If your site is solely aimed at students and staff and providing resources for use during lessons, an intranet site would be sufficient, however if you wish to encourage independent learning outside of the classroom by making resources more widely available to students you will need to ensure that your site is accessible on the internet.

(ii) Flexibility in updating the site: How much autonomy do you want as site developer? You will need to take into account how easy your chosen option is for updating the site. Do all updates have to be done in school or can material be updated at home? Is it only an IT technician that can actually make the update or can the teacher responsible for the site make updates themselves – this will have a bearing on the flexibility of the site and the degree of ownership.

(iii) Cost Implications: you need to consider any cost implications of the choice you make – some sites can be costly to maintain – can this be built into the department budget? Is it part of a whole school system?

When considering all of the above – you should also make sure you are working within the school guidelines / policies and you should talk through your options with whoever is in charge of online learning / school website development.

3. RESPONSIBILITY FOR SITE

It is important that your site has a clear sense of identify and ownership and often it is best for one person to have overall responsibility for the site, even though others may contribute materials. This helps to ensure consistency in layout and can also ensure that one person has overall responsibility for quality control and the checking of spelling and grammar. If your site is to be successful and taken seriously it is important that online content is checked for mistakes prior to publishing pages.

4. CAREFUL PLANNING

The key to a successful website is careful planning and forethought. If you let your site evolve organically without a formal structure or some consideration of the direction you want it to take in the future, the navigation of the site will become awkward and it is likely to lack identity. The “Making Website Decision” document on the GA site should provide a useful starting point with some key questions for you to be thinking about in your planning

<http://www.geography.org.uk/projects/adepartmentwebsite/gettingstarted/>.

Decide upon all the content that you may wish to include (e.g. web links, resources; photographs etc..) even though you know that you wont be able to create it all to start with. Think about the organisational structure of your site – based on your aims of the site, what would be the best way of organising content? By Key Stage? By Year Group? By Topic? These are all decisions which need to be clearly thought out from the beginning. Remember your site may be used by a wide range of users, from students to parents, from people with little computer expertise to those who are adept at ‘surfing the net’. Your site structure / navigation needs to be as user friendly as possible.

5. COPYRIGHT ISSUES AND CHILD SAFETY

It is obviously important that no content posted on your website should infringe copyright – you may also wish to copyright your own content to protect it. Most websites have a copyright statement. It is particularly important that you work within the laws of copyright when using images and publishing resources for your students. There are a number of sources of either copyright free images or images that can be used as long as the appropriate recognition is given to the copyright owner (see Appendix) – however you should always refer to conditions of use carefully when making use of such images. You will also need to carefully adhere to regulations regarding child safety, particular in the use of images and personal details. You should not publish personal information about students, names, e-mail addresses or photographs. Your school should have privacy and protection policies in place and with regards to both copyright and student safety it is essential that you ensure that you refer to and keep within any county council / LEA / school guidelines and policies with regard to these issues.

The following web resources will also provide some useful information:

- Be Safe Online
http://www.besafeonline.org/English/safer_use_of_services_on_the_internet.htm
- The Key Features of a Safe School Website (BECTA)
<http://schools.becta.org.uk/index.php?section=te&rid=9964&PHPSESSID=52b3daf8660d31f5f852e5e1d1e0a319>
- Using Images and Video Safely on School Websites (BECTA)
<http://schools.becta.org.uk/index.php?section=te&rid=9960>
- Intellectual property, copyright and school internet use
<http://schools.becta.org.uk/index.php?section=is&rid=9983>
- E-Safety Introduction <http://schools.becta.org.uk/index.php?section=is>
- E-Safety – developing whole school policies for effective practice
<http://www.becta.org.uk/corporate/publications/documents/BEC6190%20Dev%20School%20Pol%20Rev%20AWLR.pdf>
- Sources of information and advice on copyright
<http://schools.becta.org.uk/index.php?section=is&rid=10357>

6. UPLOADING AND SHARING RESOURCES

As your website develops, depending on your initial aim, it is likely that you may wish to begin uploading resources to share with other staff and students. Examples might include – storing departmental worksheets on line; providing students with access to resources which support lessons (PowerPoint's etc.) When uploading resources e.g. worksheets etc. for sharing with staff and students, do be aware that most documents will only be able to be opened if the user has the necessary software on their own PC.

- **Powerpoints:** Microsoft provides a free viewer for Powerpoint (<http://www.microsoft.com/downloads/details.aspx?FamilyID=428d5727-43ab-4f24-90b7-a94784af71a4&displaylang=en>) which will enable users without Powerpoint on their computer to still view presentations (enabling you to share powerpoints with students regardless of whether they have powerpoint on their own PC's or not).
- **Text Documents:** Whilst many text documents may be created in Word – a variety of word processing software may be used by your students at home and therefore whilst you can upload resources in word format, they will only be able to be opened by those who have Word on their PC. An alternative solution is to transform document into a pdf file (portable document format). These require Adobe Acrobat to be opened – most PC's will have Adobe Acrobat Reader – however if not it can easily be downloaded for free from the following link <http://www.adobe.com/products/acrobat/readstep2.html>. A number of programmes can be bought for converting documents into .pdf format – however PDFcreator is a free download as it is OpenSource https://sourceforge.net/project/showfiles.php?group_id=57796 and is very easy to use.

NOTE: With all resources that you upload to your website, you must ensure that you consider copyright issues with regard to images etc. used in your powerpoints and creative ownership of worksheet resources etc. if they are to be shared freely on the web.

7. DESIGN

You will want your website to be as accessible and as user friendly to as many people as possible Scottish Schools Online have some excellent information on "Making School Websites Accessible"

<http://www.scottishschoolsgetonline.org.uk/fg.html> . Whilst there a number of resources online for testing accessibility, at a basic level there are a number of principles to bear in mind when designing your site to keep it as user friendly as possible. These include:

- **BACKGROUND / TEXT COLOURS / THEME**

Choose your background and texts colours carefully and think about the audience that may be using your site - your site needs to be clearly legible. This is particularly important as you will want to make your site accessible to all and you should try and minimise problems for users with any visual impairment through careful choice of colours. Avoid fancy fonts – as although you may have the font available on your computer if not available on the user's computer the font will be changed automatically using a replacement font. Hence your page will not look the same as it was intended – it may look worse or indeed not make sense at all. Fancy fonts can also be difficult to read – fonts such as Arial, Times New Roman and Comic Sans are the clearest. With regards to font colour, black on a white background provides the easiest readability but if you wish to use other colours make sure there is enough contrast between the background and text colours for the text to be read easily. You should also avoid busy patterned backgrounds as this can make text very difficult to see. Plain backgrounds, or with a faint 'watermark' provide the greatest contrast and are easier to read.

- **LESS IS MORE!**

Avoid overuse of fancy elements such as flashing graphics, animations and music / background sound on page load. Whilst they can enhance site presentation if used appropriately (and sparingly!), in some case they can cause more of a distraction and actually put people off (particularly the background sound if on loop!! If you want to add background sound (and beware of copyright issues) – add an option for turning music on/off! Try not to make your page too cluttered and try and keep a 'balanced' feel to your page when placing your text and images.

- **CONSISTENCY**

To make your site user friendly and also just generally looking good, keep a consistent theme throughout in terms of design, layout and navigation. Also try and keep a link back to the homepage / previous page on the same position on each page, again for ease of navigation. Good websites often have a clear identity which is carried through each of its pages. Try to keep font, colours, backgrounds etc. consistent (think about your theme carefully whilst planning your site) and you may wish to include a common logo on each theme – this could be integral to the navigation scheme. For example in GeoBytes – the St Ivo Button at the top provides a direct link back to the homepage and is visible wherever visitors are within the site



- **CROSS-BROWSER COMPATABILITY**

Remember that your visitors will be using a variety of different browsers in order to access your site and you should take this into account when designing your site. Not all browsers are the same and different browsers will handle content such as java scripts, video, images etc. in different ways. This means that a layout which looks as you intended in Internet Explorer may look very different in Firefox for example (trust me – I've been there!). If using Frontpage (which is what I currently use for GeoBytes), layout tables are best for setting out images etc.. on your page to ensure that they remain in position when shown in box IE

and Firefox. If you are using Macromedia Dreamweaver there is a function which allows you to check the quality of the coding to ensure it validates to the html guidelines. An increasing number of users are now using Firefox, which is approaching 20%+ market use – it is therefore useful to use both IE and Firefox when previewing your web pages to check for compatibility between browsers. For more advanced users / further advice on this, here is a useful article on “How to design for different browsers”

<http://www.webreference.com/programming/wdn/>

• **DOWNLOAD TIMES**

Try and optimise content downloading times – particularly if you are using lots of images on your site. If your site is taking forever to download each time – fewer people will use it. The best way to avoid this is to optimise image size - this does not mean that you shouldn't use images etc. but you should try and gain a balance between image quality and image size. Most photo manipulation packages such as Photoshop etc.. will allow you to compress photographs / images. NetMechanic provide GIFbot – a free service for optimising GIF, jpeg etc. sizes without losing quality – you can compare your optimised images to the original to select which you want

<http://www.netmechanic.com/products/accelerate.shtml>. You will also find that in most web design editors it is possible to find out how long an individual page will take to download at different connection speeds (e.g. dialup 'v' broadband). As a rule of thumb you should alter size of the image so that it is appropriate for the monitor size and modem speed that you will expect most of your visitors to be using.

• **CHECK SPELLINGS**

Make sure you check your spellings through carefully and don't rely simply on the spell checker in your web design software as these checkers wont identify words that whilst spelt correctly are grammatically incorrect. Your site will lose credibility if frequent spelling and grammatical errors are made.

A SUMMARY OF DESIGN CONSIDERATIONS:

(from http://www.scotiawebs.com/logos/l_11.htm)

- keep it simple (and quick to load) text is quicker to load than pictures (graphics)
- make it easy to read
- choose fonts that will display on as many computers as possible
- make the display simple and clean
- keep flashy bits and animations to a minimum
- make the navigation easy to follow and logical
- make sure it will display well in a range of browsers (though well over 90% of desktops and laptops use the Microsoft Internet Explorer).
- make sure you can add to the site easily - and in unexpected ways (it always happens! websites have a way of developing and growing in ways you never thought of!)

Further exploration of some of the design ideas mentioned in section 7 can be found in this excellent web article by Jennifer Johnson “10 Deadly web site sins”

<http://www.sitepoint.com/article/deadly-web-site-sins>

8. ADDING INTERACTIVITY

- **Interactive Games** – great for revision purposes as well as using as a class for starters/plenaries (can help as encouragement to get students using and exploring the site).
 - <http://www.contentgenerator.net/> - these excellent interactive flash based games have been created by Andrew Field of Neale-Wade Community College (Cambridgeshire). As well as some superb free

games, there are two suites of interactive games for which both personal and whole school licences can be purchased at amazing value – well worth it! These are simple generators, so once you have purchased the software you can make as many games as you like – all you have to do is think up the questions. Take it from me.... the students love them!

- <http://hotpot.uvic.ca/> - Hot Potatoes interactive multiple-choice, short-answer, jumbled-sentence, crossword, matching/ordering and gap-fill exercises for the World Wide Web – It isn't freeware – but it is free to use for those working for publicly-funded non-profit-making educational institutions, who make their pages available on the web
- See also the great new website <http://www.classtools.net> by Russell Tarr – there are some great resources here.
- **Getting Students Involved** – although it is important for one member of staff to have overall responsibility for overseeing the website to ensure consistency and the development of an identify, do try where possible to get students involved in the development of the site so they gain ownership of some of the content and so that they are more likely to make use of the site. Things to think about:
 - Competitions (e.g. photograph competitions; Guess the Place etc.)
 - Contributions to image galleries (encourage students, parents and staff to contribute geographical images which can be stored as a gallery and used to help with coursework / homework project – this can help to alleviate some copyright issues where permission has been given)
 - Lunchtime clubs – students creating own web content (maybe taking responsibility for a particular page / section or developing simple animations using Flash) or researching links for current topics which can be shared with peers through the site;
 - Showcase student work through a student gallery – e.g. poetry; scanned posters; powerpoints etc.. (again however this will require careful management with respect to both copyright and child protection issues)
- **Searchable sites** – if you are starting a site from scratch try and build in the capacity for – this can be done by giving your pages logical titles and also by adding META tags to a page. META tags are simply keywords embedded in your pages that can be used by search engines such as Google to point visitors in your direction. In software such as Frontpage this is simply done by creating keywords in the Page properties command – simply refer to the software help pages or manual for further guidance. Further advice for more advanced users can be found here “Making your site Google Friendly – ways to increase your sites visibility on Google” <https://www.google.com/webmasters/sitemaps/docs/en/about.html>. As well as making your site searchable on search engines, you can create search forms within your site which enable users to search your site for pages containing specific words or phrases – again refer to the help guidance for your specific software to find out more about how to do this and the relevant server requirements.
- **Communication Facilities** – think about how you can communicate with your users (e.g. provide an e-mail address for feedback / comments) and also how your site could facilitate communication between users – for example discussion forums – again this will depend on the original aims of your site.

- **Add-ons** – there are a number of additions you can make to your site to increase its interactivity and appeal – these include image galleries, guest books, forums etc. (for more ideas and further links to possible add-ons for your site – see the resources listed in the Appendix).

9. PUBLICISING YOUR SITE

Again, depending on the initial aims of your site, think about how you might publicise it – ideas include:

- Banners with web address around the department;
- Stickers with web address on for students exercise books;
- Addition of web address to letters sent home by the department / addition to automatic e-mail signatures;
- Visibility on search engines (see previous notes)
- Mutual linking with sites with similar interests (e.g. links to other departments with them giving links to you)
- Publicising web address on professional sites such as SLN; Geographical Association etc.
- Providing a newsletter update – e-mailed out to users or displayed within the department.

10. DEVELOPING AND MAINTAINING YOUR SITE

The setting up of your site is just the beginning. To ensure that your site has a long lifespan you will need careful consideration of how it is going to be developed and maintained. Within our department GeoBytes is given a high profile and so each year I draw up a development plan for the website which becomes integral to the department development plan with consideration of new developments and how they might be best implemented / used to maximise the benefit the website as a teaching and learning tool.

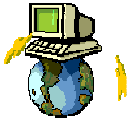
Things to consider....

- Keep looking at other sites for ideas and new technologies that will help you develop and improve your site.
- Add a stats counter to monitor site usage – there are many tools which enable this to also be a useful teaching resource by plotting your visitors on maps (great for showing globalisation / interdependence and information sharing!) see Appendix for details of possible tools
- Target a particular area(s) of your site for development and consider what content will need to be developed and how best to do this – for example revision materials for KS4
- Build in time to check links - the internet is highly transient in nature and although you may make links to other sites from your own to help students locate information, you should try and check your links regularly – dead links can put people off! Having an e-mail facility for reporting dead links can help get your users involved in helping you to monitor this – you could of course also invite students and staff to suggest links as well to help build up a bank of useful web resources;
- Regular Updates are important – If you want your site to be used by visitors on a regular basis try and ensure that your site is updated regularly and that any changes / additions are made clear on the homepage – for example you might include a 'What's New' link or list new additions with direct links to the new pages. Students and other visitors are more likely to return and make

regular use of your site if they know that new materials / information are being added on a regular basis.

Writing a website is an ongoing process and you will find that the more you learn and the more confident you become in your ICT skills the more creative you will become and the more you will want to add to your site!

FOLLOW UP LINKS



WEBSITE DESIGN / LINKS

General Websites related to web design:

- Creating Websites http://www.reviseict.co.uk/ks3/8.2/website_creation.shtml
- Effective ICT <http://www.effectiveict.co.uk/>
- Creating a School Website – Kent NGFL – <http://www.kented.org.uk/ngfl/ict/webpub/index.htm> - includes further useful links – e.g.
- The Sky's the limit: Creating A School Website (Teachernet) <http://www.teachernet.gov.uk/teachingandlearning/library/ICT/creatingawebsite/>
- Open Source Web Design <http://www.oswd.org/>
- Open Web Design – a group of designers and site owners sharing free web design templates and web design information <http://www.openwebdesign.org/>

Getting help with the web design process:

There are a number of useful online forums which provide help and ideas for those involved in web design and development at all levels of experience:

- Effective ICT Forums <http://www.effectiveict.co.uk/forum/>
- Web Design Forum (PC Advisor) <http://www.pcadvisor.co.uk/forums/index.cfm?action=showforum&forumid=13> – an excellent place for seeking help and advice. A regularly used forum and a good source of ideas – well worth adding to favourites!

Web Publishing Software

Microsoft Frontpage and Macromedia Dreamweaver whilst not the only options are two of the leading software options. There are various comparisons available between the two products:

- FAQ - Dreamweaver or Front Page? <http://p3t3.soe.purdue.edu/faqdream.htm>
- Dreamweaver 8 or Frontpage? <http://www.lowest-price-web-hosting.com/articles/Dreamweaver-FrontPage.shtml>

Software Details:

Microsoft Front Page

- <http://office.microsoft.com/en-gb/FX010858021033.aspx>
- <http://office.microsoft.com/en-us/assistance/CH790018031033.aspx>
- Frontpage in the Classroom <http://www.actden.com/tp/>

Macromedia Dreamweaver

- <http://www.adobe.com/products/dreamweaver/>
- Learn the Basics of Dreamweaver <http://www.effectiveict.co.uk/training/dreamweaver/index.shtml> (effectiveict.co.uk)
- Macromedia Studio 8 <http://webdesign.about.com/od/dreamweaver/a/aa080805.htm>

Macromedia Flash and Macromedia Fireworks – great additions for web development for image and graphic manipulation / creation and the development of dynamic content such as animations

- Fireworks: <http://www.adobe.com/products/fireworks/>
- Flash: <http://store1.adobe.com/products/flash/flashpro/>

Free Web Design Software

- WebPlus6 – Free website design and publishing software – includes downloadable tutorials. <http://www.freerisefsoftware.com/software/WebPlus/default.asp>
- A list of free HTML Editors, Web Editors, and WYSIWYG Web Editors and Site Builders <http://www.thefreecountry.com/webmaster/htmleditors.shtml>

Useful Resources / Links for use in Web Design:

Images / Sound

- Free Clip Art, Photos and Multimedia content for Webmasters <http://www.cliphoto.com/index0.htm>
- BigFoto – free photographs for downloading <http://www.bigfoto.com/> - these can be used for non-commercial projects however a link needs to be made back to the site – also they can not be uploaded to a website for the purposes of offering them for download (i.e. they couldn't be added to an image gallery) – see the copyright / FAQ pages for further details <http://www.bigfoto.com/copyright.htm>
- The Wizard of Draws – free cartoons for use on personal webpages – free to use for non-commercial use <http://www.wizardofdraws.com/> (a credit back to the designer and link to site required – see conditions of use)
- Awesome Clip Art for Educators <http://www.awesomeclipartforeducators.com/>
- Pics4Learning <http://www.pics4learning.com/>
- YotoPhoto – search engine for finding free to use photographs and images (make sure you read individual conditions of use) <http://yotophoto.com/>
- Free Images to use on Websites / printed materials (again read the conditions of use) <http://www.freeimages.co.uk/>



Creating Slideshows

Many software programmes will have their own tools for producing slideshows – but here are some other possible resources:

- Slideshow Wizard – for creating an html slide show for your webpage <http://www.barelyfitz.com/projects/slideshow/wizard/>
- SlideshowPro for flash (You will require Flash MX 2004, Flash MX 2004 Professional, Flash 8, or Flash 8 Professional to be able to use / create slideshows using slideshow pro) – creates professional looking slideshows for websites this software is for purchase but is not particularly expensive <http://www.slideshowpro.net/>

Monitoring and Tracking Use of your website:

- Free Web Counter <http://www.amazingcounters.com>
- Free Invisible Web Tracker: <http://www.statcounter.com>

- Track visitors to your web using Google Maps using a free tool called Gvisit <http://www.qvisit.com/>. Although Gvisit is free – it only shows the last 20 locations. You can for a small payment upgrade this.



Here is an example of a Gvisit map for Geobytes.

- Clustr maps <http://clustrmaps.com/> - a free hit counter showing visitors on a map.
- GeoVisitors – another free tool for mapping visitors to your site <http://www.digitalpoint.com/tools/geovisitors/>

Add-on Resources:

- Web Monkey – Web Developer’s Resource – includes code samples etc.. which can help to enhance websites.
http://www.webmonkey.com/webmonkey/reference/javascript_code_library/
- Google Gadgets to add to your Homepage – maps, calendar, wikipedia searches, time and date etc.. lots to choose from... <http://code.google.com/apis/gadgets/>
- Applet Depot <http://www.ericharshbarger.org/java/> - some useful free java script applet downloads from Eric Harshbarger (free to use but just require recognition / link back to the Applet depot) (includes clocks, sliding puzzles, site maps, flash cards etc. – worth exploring!)
- Put Google Maps on your own website <http://www.google.com/apis/maps/> Google Maps API lets you embed Google Maps in your own web pages with JavaScript
- A list of current widgets for downloading for use in websites – e.g. calendars, image galleries, contact forms etc.
http://www.maxkiesler.com/index.php/weblog/comments/downloadable_web_20_and_ajax_widgets1/
- Free Web Hosting and Web Tools <http://www.bravenet.com/> e.g. guest books, e-mail forums, calendar

Other Resources:

- ClassTools.net – a brand new online resource by Russell Tarr launched in August 2006 – provides a way of creating interactive diagrams and games for teaching, learning and revising <http://www.classtools.net/welcome.htm> - diagrams created can be saved as web pages to be hosted on your own website.



Blogging

Although they can sometimes lack the flexibility and adaptability of a website – these make an excellent starting point for establishing a presence on the internet, or indeed a useful addition to complement a website (e.g. Val Vannet’s <http://highergeogblog.blogspot.com/>). They have many advantages including the speed with which they can be updated (as quick as writing an e-mail), ease of use (no knowledge of web design needed) and also the increasing plethora of fun and interactive widgets and tools for embedding interactive content into your blog.

Indeed increasingly some blogs are taken on the character of simple mini websites with some blogs such as wordpress blogs also allow you to create individual pages to your blog.

There are many useful resources on blogging – here’s some to get you started: See in particular <http://www.ablogsnotjustforchristmas.blogspot.com> – which includes an excellent presentation on Blogs, Wikis and Podcasts given by Dave Raynor and Val Vannet at the recent GA Conference.

Having run an INSET course for school colleagues on this I have written a guide to stating up your own wordpress blog:

- Starting A Blog - Setting up Your Own Blog – A teacher’s guide to setting up and running an educational blog
http://cgz.e2bn.net/e2bn/leas/c99/schools/cgz/accounts/staff/rchambers/igeog/TrainingMaterials/Starting_your_own_blog.pdf
- Other INSET materials including a powerpoint can be found here
<http://igeog.wordpress.com/ict-trainingst-ivo/blogs-and-wikis/>
- John Barlow, a geography teacher from Archbishop Blanch’s School has also written an excellent guide to setting up a Blogger blog and this can be

downloaded from here

<http://cgz.e2bn.net/e2bn/leas/c99/schools/cgz/accounts/staff/rchambers/igeog/TrainingMaterials/A%20guide%20to%20setting%20up%20a%20weblog.pdf>

BLOGS AND BLOGGING – An Introduction..

- Quick guide – Blogs and Blogging
<http://news.bbc.co.uk/1/hi/technology/5283248.stm>
- Blogger <http://www.blogger.com/start> - For more details see – Blogger – The Amazing Website Machine <http://help.blogger.com/bin/answer.py?answer=42372> -
- There is a useful tutorial for starting up a blog on blogger on Andrew Field's Revise ICT site - <http://www.reviseict.co.uk/blogging/>
- Word Press <http://wordpress.org/>
- Blogs make Links Easy (based on experimentation by Musselburgh Grammar School on the use of Blogs) - by Ewan Mcintosh
<http://www.ltscotland.org.uk/connected/articles/13/ictinpractice/blogsmakelinkseasy.asp>
- Blogs to support Education
<http://www.ltscotland.org.uk/connected/articles/13/ictinpractice/educationblogs.asp>
- All About Blogs
<http://www.ltscotland.org.uk/connected/articles/13/ictinpractice/allaboutblogs.asp>
- How do I write a blog or make a podcast
<http://www.ltscotland.org.uk/webstandards/writingandstyle/blogpodwiki/howtoblogpodcast.asp>
- ICT IN Education – Blogs
<http://www.ltscotland.org.uk/ictineducation/ictadvice/blogging/startingout.asp>
- Digital Learning - pods and blogs
<http://www.ltscotland.org.uk/webstandards/writingandstyle/blogpodwiki/guidelines.asp>

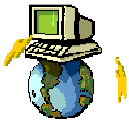
Blogging Tools

- Blogger <http://www.blogger.com/start> - For more details see – Blogger – The Amazing Website Machine <http://help.blogger.com/bin/answer.py?answer=42372> - also there is a useful tutorial for starting up a blog on blogger on Andrew Field's
- Word Press <http://wordpress.org/>
- Live Journal <http://www.livejournal.com>
- My Blog Site <http://www.myblogsite.com/>
- Xanga <http://www.xanga.com/>
- Windows Live Spaces <http://spaces.live.com/>

Blogs – Adding Content / Widgets

- Clustr Maps (mapping visitors) - <http://clustrmaps.com/>
- Amazing Counters (counter) – <http://www.amazingcounters.com>
- Slideshare (upload and share powerpoints) - <http://www.slideshare.net/>
- Rock You (photosharing / online photo show- <http://www.rockyou.com/>
- Vizu (Web polls) <http://www.vizu.com/>
- 4Shared - Online File Storage - <http://www.4shared.com/>
- Weather Pixie (graph showing weather around the world) <http://weatherpixie.com/>
- Scribd (putting word documents online) <http://www.scribd.com/>
- Animoto (make your own professional looking video shorts for free (longer videos can be made at a small cost) www.animoto.com (videos can be embedded into the blog)
- Gizmoz – create animated characters / videos for your blogs (with voice overs)
<http://www.gizmoz.com/create/general>

- Voki – create your own talking virtual characters for embedding in blogs
<http://www.voki.com/>



Podcasting

Podcasting Articles

- What is a podcast? http://epnweb.org/index.php?view_mode=what
- List of websites with general information related to podcasting
<http://www.shambles.net/pages/learning/infolit/edupodcast/>
- Podcasting – a reason why all educators should podcast http://mobile-learning.blog-city.com/podcasting_a_reason_why_all_educators_should_pocast.htm
- Podcasting in Education – Apple
<http://www.apple.com/education/digitalauthoring/podcasting.html>
- Learning in Hand – creating podcasts
<http://www.learninginhand.com/podcasting/create.html>
- Create and share media for ipods <http://www.mogopop.com>
- Make up your own ipod ready tours, videos etc.
http://edu.blogs.com/edublogs/2006/12/make_up_your_ow.html

How to create your own podcast

Doug Belshaw – an inspirational History and ICT teacher has written a superb 5 part guide to Podcasting which can be accessed on his Teaching Mr Belshaw Blog (<http://teachingmrbelshaw.co.uk>) – which is well worth a read in itself!

The What and Why of Podcasting (Part 1)

<http://teaching.mrbelshaw.co.uk/index.php/2006/01/08/podcasting-part1/>

Recording your podcast (Part 2)

<http://teaching.mrbelshaw.co.uk/index.php/2006/01/09/podcasting-part2/>

Putting your podcast together (Part 3)

<http://teaching.mrbelshaw.co.uk/index.php/2006/01/10/podcasting-part3/>

Making your podcast available to others (Part 4)

<http://teaching.mrbelshaw.co.uk/index.php/2006/01/11/podcasting-part4/>

Advanced Podcasting (Part 5)

<http://teaching.mrbelshaw.co.uk/index.php/2006/01/12/podcasting-part5/>

Also an interesting video “Recording an mp3 podcast with audacity” (youtube video tutorial) <http://www.youtube.com/watch?v=jXUJyV6hVHk>

SoundEditing Software

Audacity (Free Soundediting software) <http://audacity.sourceforge.net/>

Music for Podcasts

Garage Band – <http://www.garageband.com/podcast>

Podsafe Audio – <http://www.podsafeaudio.com>

Downloading Podcasts

Feed Demon – <http://www.newsgator.com/Individuals/FeedDemon>

Juice – <http://juicereceiver.sourceforge.net>

Happy Fish – <http://happyfish.info/software>

Vodcasts

Vodcasts – Wikipedia Article – http://en.wikipedia.org/wiki/Video_podcast

How to create a vodcast

<http://playlistmag.com/features/2005/07/howtovodcast/index.php>

How to make a vodcast – a basic introduction <http://www.vodstock.com/make/how-to-make.php>

Finding Podcasts

List of podcasts related to education

<http://www.shambles.net/pages/learning/infolit/edupodcast>

PodFeed.net <http://www.podfeed.net>

Podcast Net <http://www.podcast.net>

Podcast Directory – <http://www.podcastdirectory.com>

Podcast Directory (Education) <http://www.podcastdirectory.org.uk/>

Digital Podcast <http://www.digitalpodcast.com/>



Creating Interactive Games

Content Generator – create your own educational flash games

<http://www.contentgenerator.net/> excellent quiz generating wizards for creating flash based interactive games including classics such as Penalty Shootout, Walk the Plank and interactive tools such as Practice Paper and Interactive Diagrams – the software is not free however is incredibly reasonably priced (either individual licenses or whole school licenses can be purchased) – once software has been purchased as many games / quizzes as you like can be generated (there are also some free quiz generators for users of the forum – well worth signing up). (Andrew Field)

Class Tools – create educational games, activities and diagrams – these can be embedded directly into blogs <http://www.classtools.net/> (Russell Tarr)

Hot Potatoes – Free quiz / lesson tools construction software – see site for details of use (free for educational purposes but read licence details) <http://hotpot.uvic.ca/> - excellent for producing a range of quizzes which can easily be integrated into websites / blogs etc.

Free Flash Resources for Teachers – Sandfields Comprehensive School – some excellent flash based resources / quizzes which can be modified as required <http://www.sandfields.co.uk/games/>

Free ICT Resources for teachers – see the website <http://www.xmleducation.co.uk/> and the forum <http://xmleducation.freeforums.org/>

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ACKNOWLEDGEMENTS

With grateful thanks to the following for ideas / suggestions incorporated in this handout:

- Andrew Field (Neal Wade School) www.contentgenerator.net
- M Cooch www.geog4u.com
- Christine Lloyd Staples

Rob Chambers – updated October 2007