

# Preparation of materials



# Types of materials

 **Motivational**

 **Instructional**

 **Participational**

 **Follow-Up**

# Three ways of materials preparation

- Selection of materials
- Adaptation of materials
- Development of materials
  - ✦ Written
  - ✦ Folk media
  - ✦ Audio-visual

# Preparation of materials

- ✚ Preparation of text
- ✚ Illustration and layout
- ✚ Pre-test
- ✚ Revision and finalization

# Text writing

## Content

- Relevant to everyday life
- Message should cover total concept
- Chronological sequence
- Easy to complex
- Gradual development of knowledge, skill, attitude and values.

# Text writing

## Presentation

- ❑ Informal.
- ❑ Variety of ways
- ❑ Scope for reinforcement
- ❑ Activities for interaction and self-learning
- ❑ Easy language and familiar words consistent with level of learners' literacy skills

# Illustration and layout

- ✦ Proceed together
- ✦ Reflect learners real way of life.
- ✦ Clear, accurate, and consistent
- ✦ Related directly and meaning fully to the text.
- ✦ Helpful to clarify the text
- ✦ More space for illustration than text
- ✦ Attractive design and layout
- ✦ Pointers for highlight the important messages.

# Pre- test

## Aim and objectives

- ✚ Whether the material developed according to the aim and objectives?

## Content

- ✚ Whether the content, topics and learning points have consistency with the objectives?
- ✚ Are the contents factually correct?
- ✚ Are examples appropriate to the local situation?
- ✚ Are all the new concepts adequately explained?

# Pre- test

## Language and text

- + Whether the words are appropriate to the learners literacy level?
- + Whether the materials are easily understood

## Visuals

- + Whether the visuals are accurate for conveying messages

## Formats

- + Whether the format is appropriate/ convenient to achieve objectives

# Pre-test

## Teaching learning process

- ✚ Are all the activities and /or self-tests are worthwhile, relevant and practicable?

## Others

- ✚ Title
- ✚ Quality of paper
- ✚ Printing quality

# How to prepare illustration



## Clipping:

+ Magazine

+ News Paper

# How to prepare illustration

## Imitating

- Material
- Book
- Magazine
- News Paper



# How to prepare illustration



## Tracing:

- Common Paper (using sunlight)
- Carbon Paper
- Tracing Paper

# How to prepare illustration

- Stick Picture



# How to prepare illustration



## Local talent

- + Teachers/Students
- + Amateur & Commercial artists
- + Clip Art
- + CD Rom

# Revision & finalization of materials

- ✚ Analysis of feedback & comments

- ✚ Preparation of list of points for improvement

- ✚ Revision of materials

- ✚ Revision of curricular unit, teaching learning process