This script format is a (simplified version of a) format commonly used for A/V work that is more industrial/educational rather than the screenplay script style that you may be familiar with. I settled on this format in docs rather than a spreadsheet or slideshow as it seemed to be neater. It allows separation of the audio and visual content (and sometimes more discreet categories such as motion graphics, sound effects, or animation) into completely separate columns with needed shot lengths and other info, enabling each to be produced separately if needed. This can be very useful when production happens at multiple locations or with multiple crews. If you are interested, here is a good short writeup of the expanded format: http://digitalfilmfarmworkshops.com/script-writing-audio-video/

This current script is an attempt at a longer form instructional video than the FreeCAD tutorials. During my FreeCAD test prep I found that the videos were usable to me, but I (as someone not unfamiliar with 3d software and using video tutorials) wasted a fair amount of time pausing and hunting for where I intended to stop. So, I think that it will be more efficient (somewhat paradoxically) to have a more conventionally paced video, especially because the bulk of people who need a tutorial for MediaWiki and Google Drive probably need a slower paced and more substantial video on the subject (whereas people who just need a short refresher will probably be able to just google it) and perhaps a video that is step by step for the related test so that people can pause, complete the step, and then easily move on to the next portion. Additionally, if someone is more experienced but wants a refresher course, they can easily play YouTube videos at increased speeds to replicate the speed of the FreeCAD style videos. (Jun08)Just realized that if these videos are also the instructions for a test, it doesn't make sense for someone familiar with these platforms to play it quickly, since they will need to look in detail at the instructions for formatting a log. We should revisit where the

documentation test falls into the onboarding process, and if these videos are a walkthrough for the test or just reference tutorials. I personally side on the test walkthrough side, keeping the slower pace, since onboarding only happens once.

While the intended audience is of course those who have already finished the FreeCAD test, my experience has been that documentation is the weakest part of nearly every open source project I have encountered, and so this lesson should be considered embryonic for future documentation training I would wager is essential in society at large for an open source economy. I am also designing this to be a good example subject for making a tutorial video for industrial script writing, which I think could be useful in the future.

The brief introduction which reviews the concepts of open source (a short summary on the intro slide rather than a lengthy overview) is an attempt to incorporate into the class a 'reason why' to ensure the student understands why these skills are relevant to the project at large. Additionally, I am trying to structure this so that it can easily be split into two separate videos to create modular lesson plans. Not sure if that is needed but I am way into it.

MediaWiki and Google

Drive Apps 101 Script

Terminal Learning Objectives

- Understand the basics of MediaWiki
- Understand the basics of Google Drive Apps
- Pass the basic documentation test

Enabling Learning Objectives

- Create your log page and populate it with media
- Copy a drive document as a template and share it with with the world

CLASS OUTLINE

- Part I: Create and structure a work log page
  - Creating a Wiki Page (“Log_Example”)
  - Basic format
  - Add links
  - Insert a picture
  - Uploading files (upload a picture of yourself?)
  - Version History understanding- uploading files over an existing files, be bold in changing things we can always revert
- Part II: Create, share, and embed Google Presentations, Spreadsheets, and Drawings
  - Create

- Import and Convert
- Copy document for template
- Sharing
- Comments, Replies, suggestions, chat
- Versions (be bold in making changes, we can always revert)

AUDIO	ASSET/SHOT
Hello, my name is ___name_____ and I am ____(OSE developer etc)_____and this is your Wiki 101 Tutorial. As OSE moves towards viral replicability, it is important to create effective documentation standards. This applies to the work of OSE and also towards creating a broader platform for open source product development. (from http://opensourceecology.org/wiki/Documentation_Standards#Basic_Wiki_Version) It is important that we document all types of work as part of the open source economy in an effort to avoid duplication of efforts etc.	OSE Documentation Standards? (or other summary of why documentation is important)
With this video, you will learn to use our main documentation tools through creating a wiki page in the form of your work log. You will then then populate your work log with different forms of media to ensure you are comfortable with the basic features.	Shot1:Learning Objectives
“	Course Outline(simplified)
First, we will create your Log page. I am going to be creating “Example Log” for you, but you will navigate to the as yet uncreated page for your own log, with the format ‘Yourname Log’ in the same place as my name in the navigation bar. You may also navigate to a red link, which indicates the	1. “Example log” does not exist page 2. Show ‘Create Example Log’

link leads to a page that does not yet exist. (altered from https://en.wikipedia.org/wiki/Wikipedia:How_to_create_a_page will shorten all the relevant methods or use the wiki instructions on our own wiki instructions page)	
Now that your log page is created, you will need to know how OSE work logs are structured. This is Marcin's log page which is a good template to work from, and to help keep logs consistent and easy to navigate, this is the format you should use. Notice that the latest is on top, so that someone looking at your page can see your most recent work immediately. Note also that the date format for each entry uses the three letter weekday, three letter month, day, and four digit year, and any times use 24 hour time and note your timezone.	Marcin Log
Create a headline for the date like I am doing now by either bracketing your date in double equals signs or click this icon above the text	Instructor creates headline for Log Example page

entry box.	
You should review these OSE wiki style guidelines for making entries anywhere on the wiki. There is a link on the wiki page for this video as well as in the resources section of the video description.	SHOW: http://opensourceecology.org/wiki/Wiki_instructions#Style_Guidelines.
Another great resource for the formatting we are covering is the OSE Wiki Cheatsheet. Go ahead and leave this page open in another tab or window while we continue to work on your log.	SCROLL THROUGH: http://opensourceecology.org/wiki/Wiki_Cheatsheet
Now that your work log is formatted, you will need to know how to embed other types of media than text. We will start with linking to another wiki page, as well as an external website.	Wiki Cheat Sheet Link Section
For your convenience, we will be adding a link to the volunteer timesheet	http://opensourceecology.org/wiki/Volunteer_Timesheet Example Log, add timesheet
Also for your convenience, we will be adding a link	http://network.opensourceeco

to the OSE Minds network.	logy.org/
Because you have passed the FreeCAD test, to get familiar with embedding an image, add a log entry for the day that you passed your test, and include your FreeCAD badge.	Show adding freecad badge to log.
■ Embedding a google doc	
Once you are comfortable using already hosted media in a wiki page, you will want to be able to upload media.	■ Uploading files (upload a picture of yourself?) ■ Version History understanding- uploading files over an existing files
Additionally, it is important to understand the versioning feature of the wiki, in which new versions of the same file should be uploaded over the last version. To do this, navigate to the page of the file you want to upload, and click the link 'Upload a new version of this file' under the File History heading.	Upload file page, point out relevant portions with cursor.
In this video you heave learned to create a wiki page by properly structuring your own work log according to the OSE format, which will involve a few different taks including uploading and embedding pictures, documents, and videos, as well as adding links and understanding basic formatting.	Learning Objectives Course Outline

Google Docs

Audio	Asset/Shot
Hello, my name is ___name_____ and I am _____position (OSE developer etc)_____and this is your Google Docs 101 Tutorial. As OSE moves towards viral replicability, it is important to create effective documentation standards. This applies to the work of OSE and also towards creating a broader platform for open source product development. (from http://opensourceecology.org/wiki/Documentation_Standards#Basic_Wiki_Version) It is important that we document all types of work as part of the open source economy in an effort to avoid duplication of efforts etc.	OSE Documentation Standards (summary of why documentation is important)
Through the use of this video, you will learn to create, import, share, and duplicate documents in the various Google Drive apps. This video will be assuming that you are familiar with word processing, spreadsheet, and presentation software, and focuses on the collaborative features of google docs.	• Create • Import and Convert • Copy document • Sharing • Comments, Replies, suggestions, chat • Versions
	Create Document
	Import+Convert Document
	Copy Document (for template)
	Share Document (open to world in keeping with open source principles)
	Comments, REplies, Suggestions, Chat
	Versioning