Meeting Minutes—April 22 2008

11:00 a.m. – 3:00 pm

In Attendance: Afua Gyasi, Matthew Mariani, Kim Amin, Kim Monti, and Rahel Woldehanna.

Task Update
- Kim M
  - Presented the HTML version of the overall Camtasia file
  - Added links to "tools" wiki page
- Kim A
  - Presented the overview of the adobe presenter page.
- Rahel
  - Presented TTAC tour example with the "how to" guide
- Afua
  - Scribed the animation overview of Camtasia that was created by Kim M.
- Matthew
  - showed us the updated version
  - He put accessibility information using multiple format (Flash, QuickTime, .mp3, .avi) to the wiki

New Business
Printed and review the flowcharts
Prototype
    Looked at different ways of presenting the tools area

First suggestion: two menus

Tools Support

Overview	Tutorials	Best Practices	Ask Experts

	Connect	Presenter	Camtasia	Captivate	Podcast
Overview	Adobe Presenter Tutorial 1				
Tutorial	Adobe Presenter Tutorial 2				
BP	…. ..				
Ask Expert					

<p align="center">***<u>Second suggestion:</u>*** <u>Fly out menu</u></p>

Action Items
- Afua will try to look at the 1st suggestion and
- Matthew will try to create the flyout menu

Next Meetings
- Usability test of Prototype: Wednesday April 23, 2008 at 11:00 am