



HELLENIC REPUBLIC
National and Kapodistrian
University of Athens

English and Digital Literacies

Unit 3.4: Group Roles for a Digital Story Project

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Project Coordinator (1/2)

Coordinates work throughout the project:

- Organizes the time schedule, allocates tasks, sets the deadlines and monitors progress. Is responsible for maintaining consistency among content, script and technical attributes of the digital story. Reviews submitted materials and provides feedback. Helps by providing content when needed.



Project Coordinator (2/2)

- Regularly moderates asynchronous communication (e-class) and sees to it that all group members contribute equally.
- Regularly collects reports from group members and caters for the smooth flow of information within the group.
- Organizes the final class presentation of the project and prepares brief documentation for the digital story.



Content Manager (1/2)

Is responsible for evaluating, choosing, editing, integrating and presenting the digital content of the story. The content may include:

- images (scanned, downloaded from the internet or taken with a digital camera),
- sound (mp3 files, voice recordings, music)
- animations (cartoons or animations created with Web 2.0 tools),
- short videos.



Content Manager (2/2)

Works alongside the script writer, ensuring that the content is presented in a consistent way (duration, transitions, rythm and pacing of the story). Works alongside the technician, guiding the wise use of technical resources (aesthetics, economy or resources).

Is responsible for authenticity and credibility of sources of information and of copyright issues. Regularly reports to coordinator.



Script writer

Is responsible for choosing the reading text, story or theme and presenting it to the team for negotiation and discussion. Adjusts or adds text when needed.

Writes and reviews the script (storyboard). Communicates it to the team for feedback, collects review comments and finalises the story. Works with the content manager to ensure the resources are appropriate. Works with the technician, so that the content and script are presented through the best available technical solution. Regularly reports to the coordinator.



Technician (1/2)

Is responsible for the technical aspects of the project, including:

- reviewing and choosing appropriate tools (video and sound editing, image processing, animation authoring etc.).
- learning to use the tools.
- communicating (and justifying) the technical aspects and choices to the rest of the group.
- communicating the technical aspects to the coordinator and jointly organising training sessions for the other members, if needed.



Financing

- The present educational material has been developed as part of the educational work of the instructor.
- The project “Open Academic Courses of the University of Athens” has only financed the reform of the educational material.
- The project is implemented under the operational program “Education and Lifelong Learning” and funded by the European Union (European Social Fund) and National Resources.



Notes

Note on History of Published Version

The present work is the edition 1.0.



Reference Note

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