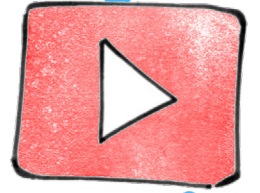




# Guidelines for people with intellectual disabilities



## How to make a digital story





## BEGINNING



This is a manual.

A manual is a document that tells you how to do things.

This manual tells you how to make a digital story.

A digital story is a video.

This manual is part of a big European project.

A project is an activity that is done  
alone or in a group.

A European project is a project where  
there are other countries from Europe like:  
Denmark, Finland, Iceland, Slovenia...

The name of the project is

Digital Storytelling for up-skilling and empowerment  
of learners with intellectual disabilities  
in short DigiStorID.

There are 6 organizations  
who made the project.

Some people belonging to these organizations  
met and worked together  
to learn how to make a digital story  
and how to teach it to other people.

In this project we wanted that people with intellectual disabilities  
learned to do new things  
for example to use a computer to communicate  
that is to tell things to other people.

This manual is written in Easy To Read and Understand method.

In this manual  
you will find the following parts:

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## WHAT IS DIGITAL STORYTELLING?



Digital Storytelling is a way to say things with a video.  
Digital Storytelling helps us to talk to others  
and helps to make us listen.



Saying things with Digital Storytelling  
is a way thought up in the 90s  
in Berkeley, California in America.

This way of saying things was invented by two people:  
Dana Atchley and Joe Lambert.

Dana and Joe said that everyone has a story to tell.

With Digital Storytelling you too can tell your story  
and you can make your story known to other people.



To tell your story you can make a video.



You can show the video of your story to other people.

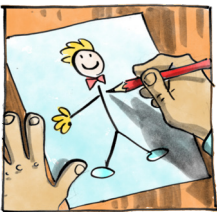
If you need help making your video  
you can ask a support person to help you.  
The support person is a person who helps you to do things  
when you cannot do it alone.

When you make the video  
you can use many things to tell your story.

For example:



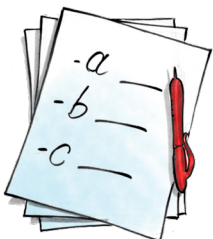
photos



drawings



music



phrases  
for example: I was happy.

The story you want to tell must be made up of three parts.

The three parts of the story are:

- the beginning
- the middle
- the end

The video must last from 3 to 5 minutes.

So people understand what you are trying to say  
and they do not get bored.

When you write the story and make the video  
you can:

ask for help if you need  
but you have to try as much as possible to do it yourself

say no if a person wants to tell you how to do things  
remember that the story is yours

say if you do not like something

say if there is something that you have not put in  
and that you want to add.



To make a digital story  
you have to do 10 things that are:

## 1: GET TO KNOW EACH OTHER

You are not alone when you make your digital story.



There are other people with you  
who make their digital story too.



It is important to get to know these other people.



To get to know each other and make friends  
there will be games and things to do together.



## 2: FINDING YOUR STORY

To tell a story  
you have to think about what you want to tell.

The story can tell about many things

for example:

- what you like doing
- something you are good at  
a sport or something you do in your spare time
- a person or animal important for you



- a dream  
that is something you would love doing

- an event from the past
- your favourite place



- your favourite object.

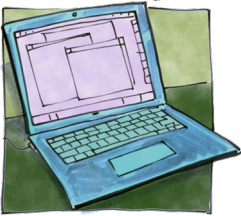


### 3: WRITING SCRIPT

Now you can write your story.



You can write your story on paper  
or with the computer.



Your story should be about one page long.

If you need help writing your story  
you can ask a support person for support.



#### 4: STORY CIRCLE

After writing the story  
you can tell it to the people who are with you.



To tell your story  
you can read aloud what you have written  
or you can tell it with your own words.



All people sit in a circle.

People tell their story one at a time.



When someone tells a story  
all the others listen to it.



Each person tells you what  
they liked about the story you told.

When other people in the story circle  
tell their opinion on your story  
you can get ideas on how to improve it.

If you say you do not like the story  
the person who wrote it can become sad  
so try to say something nice.

If you can not talk or talking is hard for you  
the support person can read or tell your story.

If it is difficult to tell your story in front of others  
you can ask for some more time  
to try to read many times and exercise.

To tell your story  
you can ask someone for help  
who stays with you  
and helps you to feel good in that moment.



## 5: VOICE RECORDING

Another thing to make a digital story is to record your voice.



To record your voice you can read or speak in front of a microphone.



If you do not have a microphone you can use a smartphone or a tablet.

To read your story you can use all the time you need.



When you read your story you can also take small breaks stop when you need and then start reading again.

When you read your story you are not alone there is always someone with you.



## 6: CREATING IMAGERY

Search and find pictures and photos that you want to use in your story.

To make your story you can use photos.



The photos are images that show what you want to tell in your story.

You can use old photos that you have or you can take new photos.



To make your story you can also use self-made drawings.

To make your story you can use videos.



The videos you can use in your story must be very short.

You can use old videos that you have or make new videos.



## 7: MUSIC AND SOUNDS

When you make your story you can:

- choose music you like  
and hear your voice telling your story  
with the music that is heard softly



- decide to leave only your voice that tells your story
- decide if you want to put a noise that fits to your story  
for example: a train noise, wind blowing

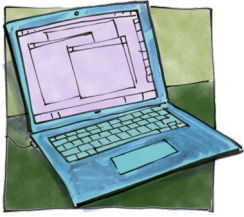


- make the music to use in your story  
for example: if you play a musical instrument or like to sing



- make a sound to use in your story  
for example: clapping your hands.





## **8: EDITING FILM**

Now you are ready to make your story.

To start making your story  
you collect all the material you have prepared  
such as: photos, drawings and the recording of your voice.

All the material must be put in the computer.

To put the material in the computer  
you have to use a program.

The program helps you to make the video of your story.

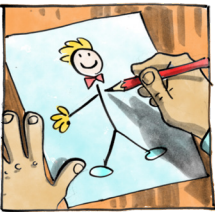
In the computer program you put:



your voice



your photos



your drawings



your videos.

You can ask the support person to put the recorded voice, photos, videos and drawings in the computer program.



Photos and drawings must be put in the right order.

If you talk about a thing on a photo this photo must be placed the moment you are talking about this thing.

Or if you talk about a thing on a drawing you have to put it the moment you are talking about it.

When you are done putting photos or drawings you can add the music.

Think of a title for your story.

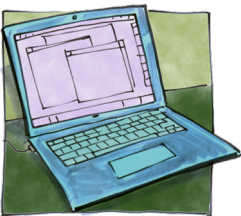
At the end of the video  
you write that the story was made and told by you.

If someone helped you to make your story  
you also write their name.

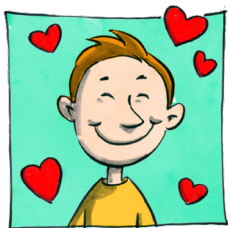


You can also write that you thank the people who helped you.

When you are done making your story  
watch the video you made.  
Decide if you like it or if you want to change something.



If you like the video of your story you can save it  
that means you can see it  
as many times as you want.



## 9: SCREENING AND CELEBRATION!

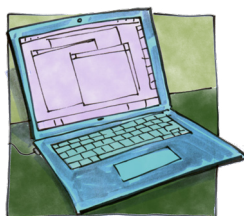
Congratulations!  
You have made your own video!

Now that the video is complete  
you can decide what to do with your video.

If you want  
you can show the video of your story  
to other people.

If you want  
you can decide not to show the video of your story  
to other people.  
In the video you talk about things that are only yours  
and you may not want to let other people know about them.

You can show the video to your friends and your family.



You can show the video on the computer.



In the end all the people  
watch all the videos.



After watching everyone's stories  
you can let others know  
what you liked about the videos you saw.

Other people can also tell you  
what they liked about your story.

## 10: FEEDBACK

After watching the videos  
emoticons can be used.

Emoticons are pictures of smileys and symbols.

Emoticons are for saying  
if we like something or do not like it.

Each emoticon has a different meaning  
for example:



this symbol says that you like the video



this smiley says that you think the video is funny



this smiley says that you think the video is sad



this smiley says that the video surprised you



this symbol says that you love the video



this symbol says that you think the video is cool.

When you have seen the video  
choose the emoticon  
which in your opinion is the most appropriate for the story.

You can also say to the person who showed the video  
what you liked about it.

If you say you do not like the video  
the person who showed it can become sad  
so try to say something nice.



## PROJECT PARTNERS



### Upstream Stories

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## PROJECT INFORMATION AND RESOURCES:

DigiStorID - Digital Storytelling for up-skilling  
and empowerment of learners with intellectual disabilities

Program Erasmus+  
KA2 Cooperation for Innovation  
and the Exchange of Good Practices

Project number:  
2018-1-SI01-KA204-046998

Manual title:  
How to make a digital story  
Guidelines for people with intellectual disabilities



Leading organization for the manual:  
Anffas Onlus Pordenone

The leading organization is the one  
putting together the work of all the organizations  
who are part of the project.



This manual was developed by:  
The DigiStorID partnership



With the collaboration  
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Resources:

The DigiStorID partnership

Lambert, Joe:  
Digital Storytelling - Capturing lives, creating community

Inclusion Europe:  
[www.inclusion-europe.eu](http://www.inclusion-europe.eu)

More Information about the DigiStorID project  
[www.digistorid.eu](http://www.digistorid.eu)

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