



Visual Dictionary

Step-by-step guidelines for creating Visual Dictionary



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1 Introduction

1.1. Role of Visual Dictionary as a digital tool in classroom

The project SWIM aims to promote an innovative, knowledge visualisation approach towards language teaching methods using a Visual Dictionary Online Creator tool. In this document, we will offer a general view on role of Visual Dictionary as a digital tool in classroom, gamification of visual resources in classes on the example of Visual Dictionary resources, an overview on the topic of gathering visual materials for own resources and a step-by-step instruction on how to create your own resources and some guidelines to ensure an efficient visual aspect.

The effectiveness of introducing visuals into the learning process is a widely known fact, that was proven by research. The teacher's use of different forms of images, from photographs, drawings, graphics to diagrams, allows for a more effective transfer of information, then if it would be by simple use of text descriptions. The use of images is nothing else than its visualisation, thanks to which students can connect the acquired knowledge, getting a better understanding of the topic.

- The brain takes around 0.5 **seconds to process visuals**, whereas it requires about 6 seconds for preparing 20 to 25 words.
- Most readers pay attention to the image-rich section of a website, while text **gets only 20% of the attention**.¹
- Of all the information transmitted to brain, **90% is visual**
- Humans can get the sense of a visual scene in less than **1/10th of a second**.
- Our brain can see images that last for only **13 milliseconds**.
- Human eye can register **36,000 visual messages every hour**.²



¹ http://changingminds.org/explanations/learning/active_learning.htm

² https://www.researchgate.net/publication/261677104_The_Visual-Spatial_Learner

1.2. Introducing gamification of visual resources in classes on the example of Visual Dictionary resources

Thanks to SWIM - Visual Dictionary tool educators will be able to easily create visual materials according to their needs, and to use already existing and published ones. The tool can be both used for teaching new material and for testing gained knowledge.

Another factor that improves the effectiveness of language learning resources is their gamification. The more the learning process resembles a game (it's competitive, has a goal and win condition etc.) the more it draws student attention to the lesson topic.



Our SWIM - Visual Dictionary tool provides few assets that will help educators to gamify their classes and make the learning process not only more effective, but also more appealing for students.

Our Visual Dictionary has some gamification elements that will make learning languages way easier and more fun for students, besides having different difficulty levels and requiring users to finish one topic to access others, it includes easy games to test student knowledge - platform has a function that allows to test knowledge in mini-games by matching words with a picture, or to write down a right word in tabs.

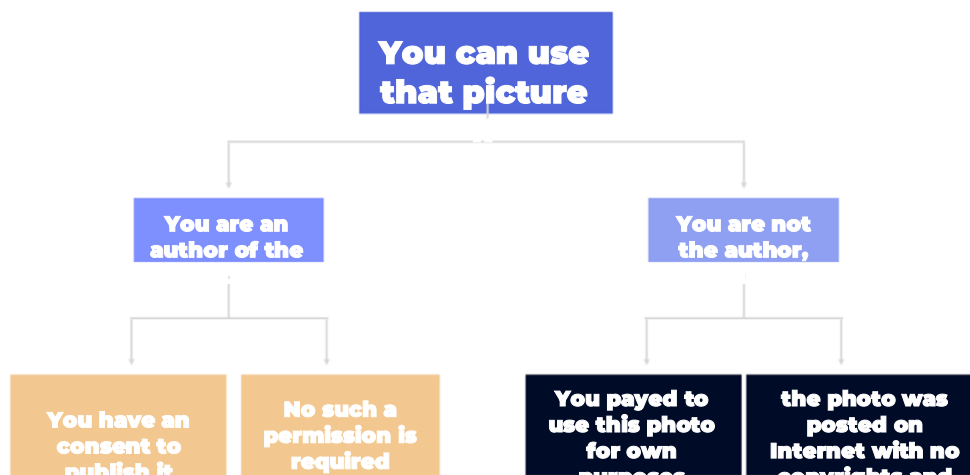
2 How to obtain registration code

Contact Project partners webmaster@visualdictionary.eu

3 Getting visual material for your resources

3.1. Legal frameworks of getting materials for Visual Dictionary

While getting material to create your own Visual Dictionary resources educators need to make sure that the pictures or graphics that they use are not copyrighted.



There are many web pages where educators can easily find free-to-use pictures (CC0- Creative Commons 0), for example:

pixabay.com

gratisography.com

kaboompics.com

pexels.com

flickr.com

stocksnap.io

unsplash.com

jopwell.pixieset.com

createherstock.com

freepik.com

istockphoto.com

deathtothestockphoto.com

lifeofpix.com

burst.shopify.com

gettyimages.com

canva.com/photos/free

freeimages.com

picjumbo.com

crello.com

depositphotos.com

flickr.com

The other option is to look for graphics using a search engine, like Google, where in the advanced options, you can filter all your searches to show only images that you can use without copyright. In addition, Google gives us the ability to filter by colour, size, or type of graphics. The Rights filter to find images that have licence information attached to them. Google filters images by licence based on information provided by the sites that host the images or by the image provider.

It is still very important to always check the licence information of an image. You can click the "Licence Details" link and verify if the information is correct with the licence provider and the site hosting the image. To find licence details: select an image and then click Licence Details below it.

It is worth remembering that not all Creative Commons licences are CC0, there are also images that are free-to-use but require you to cite the source. There may also be restrictions on how and in what context you can use them. For example, the image licence may indicate that you cannot edit the image or use it for commercial purposes. You may also find their images that have licences other than Creative Commons and may come from free sites or from commercial sites that require payment.

If browsing the Internet for a perfect free picture still hasn't brought the wanted results, there are still some ways to go around, for example some sites, where you normally must pay for pictures, may allow you several free pictures without watermark if you create an account. You can also see if there is a way to ask an author of a photo/graphic that you are interested in, for permission to use it. Think about offering some credit in that situation.

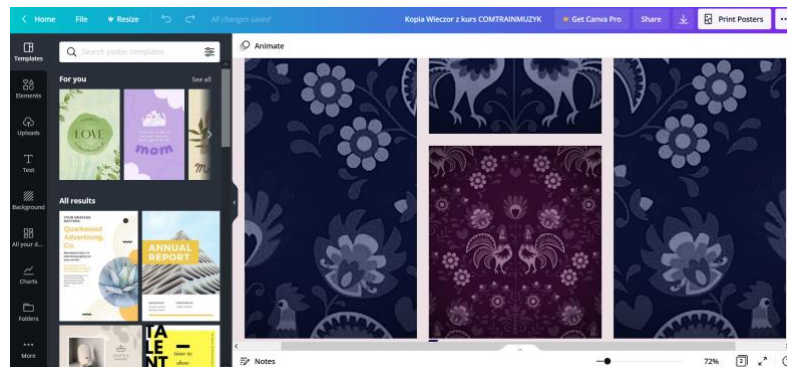
Even if all of the above-mentioned failures, you can always use your own photos. If you are not so lucky to have friends who are photographers, or to be one yourself, you can ask them to pose for a picture that you need and take a shoot.

3.2. Creating own visual materials - quick overview of free to use and easily accessible graphic editors

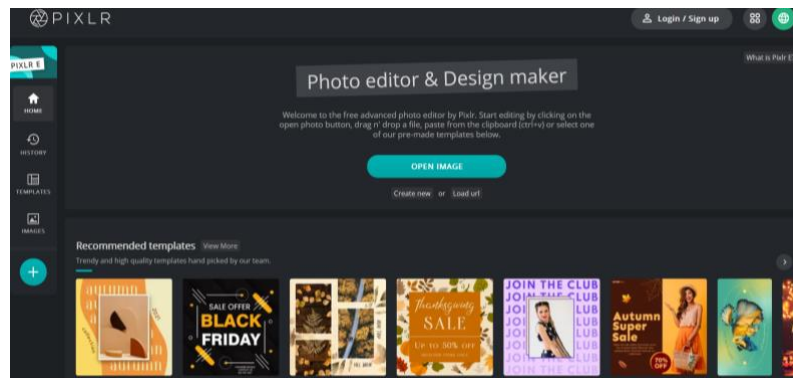
When it comes to gathering graphical resources - photos or ready graphics are not the only option here. There are many free to use and easily accessible graphic editors that may help the creators to compose, for example, a collage.

It's time to get creative!

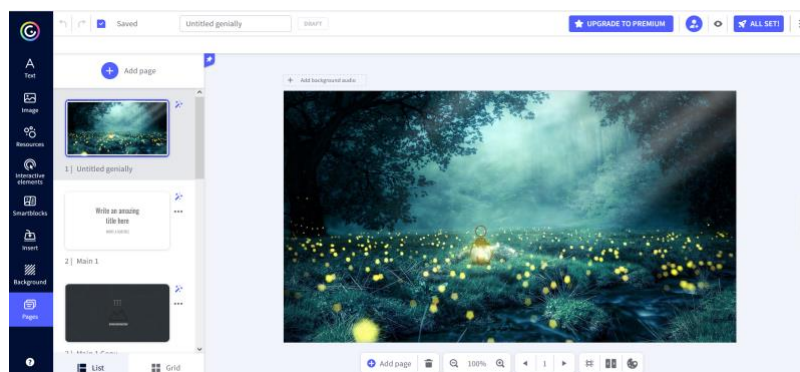
- **Canva editor**



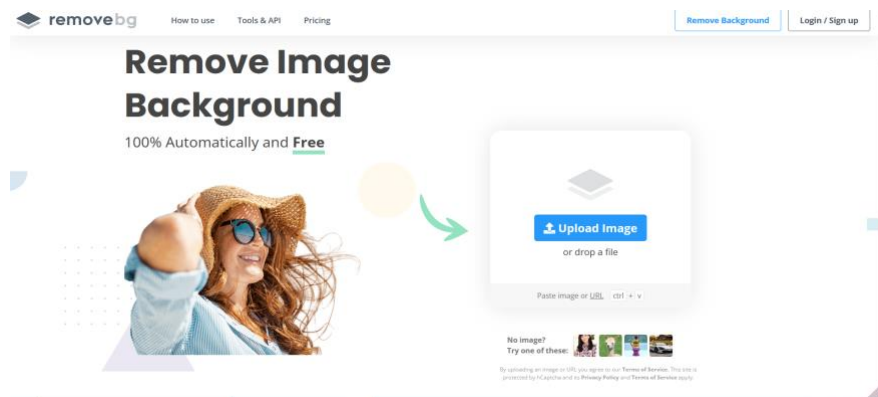
- **PIXLR**



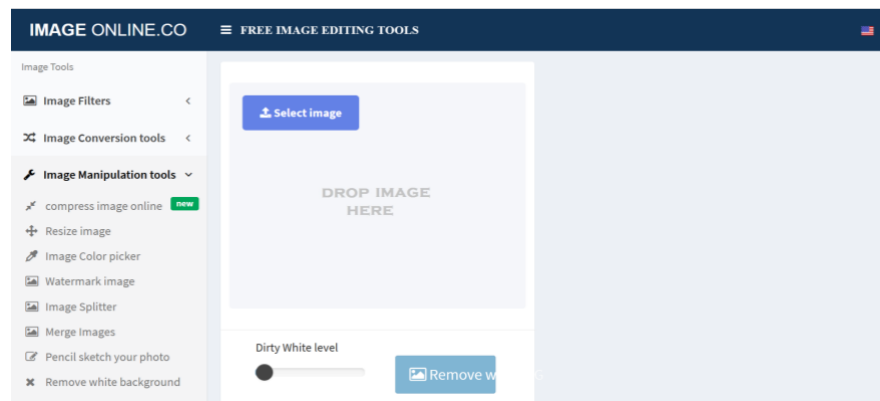
- **Genially**



- **remove.bg**



- **image online.co**



4. Creating a new course

4.1. Quick steps to create a dictionary:

1. Register or log in to the <https://visualdictionary.eu/> page
2. Click on Visual dictionary tab
3. Click on Create course button
4. Fill in all the required fields
5. Find your resource in the library and enter the editing mode
6. Add the first page - preferably 'text and slide type'
7. Add and customise hotspots on your picture
8. Add as many tabs and pages to your dictionary as you wish
9. Add navigation between pages via hotspots using hotspot edition menu

10. Add translations

11. Share you dictionary via link or embed it on you page

For more information check Visual Dictionary Manual

4.2. Entering Visual Dictionary Library

After registering or logging in on visualdictionary.eu and selecting the visual dictionary tab, you will get directed to the visual dictionary library, where you will be able to create new courses and complete existing ones.



4.3. Editing course information

After selecting a create course button, you will get directed to the creating course menu, when you can give a name to your course, select its languages, category, and download a cover.

It is crucial to set the course status as published, so it can be found on the platform.

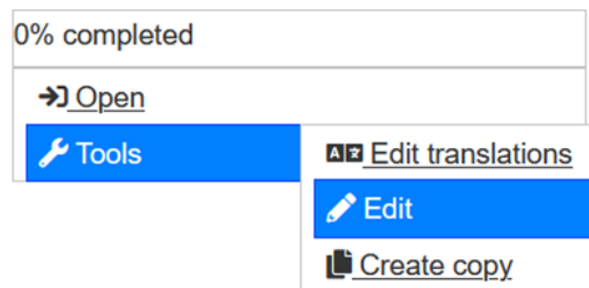
Title:

Languages* <input type="checkbox"/> German <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Finnish <input type="checkbox"/> Polish <input type="checkbox"/> Portuguese	
Category*	Visual Dictionary
Coversheet	Upload image <input type="button" value="Browse..."/> No file selected. <input type="button" value="SELECT FROM IMAGE BANK"/>
Status	<input type="radio"/> Published <input type="radio"/> Not published
Privacy	<input checked="" type="radio"/> Public <input type="radio"/> Selected audiences
<i>This setting controls the general availability of the course. If selected audiences is chosen the content is only available for the users and groups specifically selected in the Access editor.</i>	

SAVE

4.4. Creating a new page

After clicking on the save button, we can go back to the main library and find our course. In order to enter the editing mode, we have to select the edit option.



It will open a table of contents of our new dictionary, which, at first, will look empty. At the bottom of the page, we will find a button, which will allow us to create the first page of our new dictionary.

CREATE NEW PAGE

 **TEXT AND SLIDE PAGE**

4.5. Adding a hotspot

Once inside the editor, upload your image and include as many hotspots as needed by double clicking on the area you would like to place them.

Hotspots can be customised, and you can select the colour, the size and the icon for each of them. There is a link to a website (Font Awesome) that contains a collection of icons that can be included in your own hotspots in order to visually personalise them. You can find this link below the icon name area. When you find an icon on this website, an icon you like, copy the code below it and paste it in the icon text box.

CLICK TO EDIT

DESCRIPTION
Click to edit

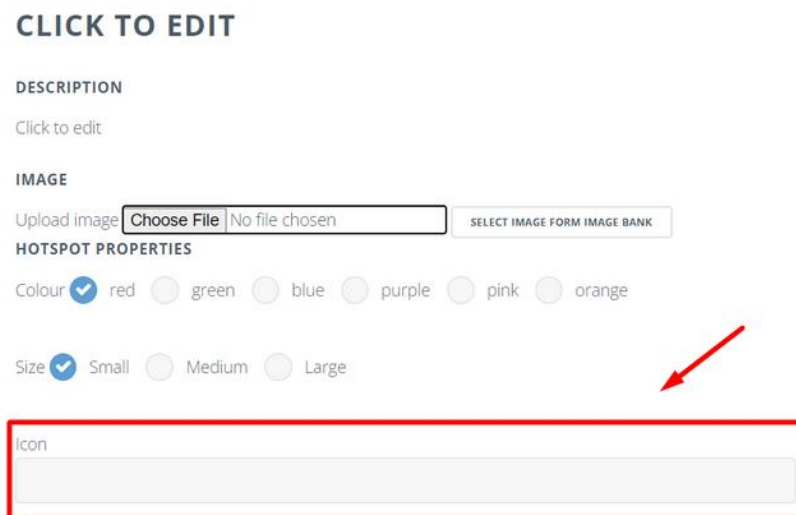
IMAGE
Upload image No file chosen

HOTSPOT PROPERTIES

Colour red green blue purple pink orange

Size Small Medium Large

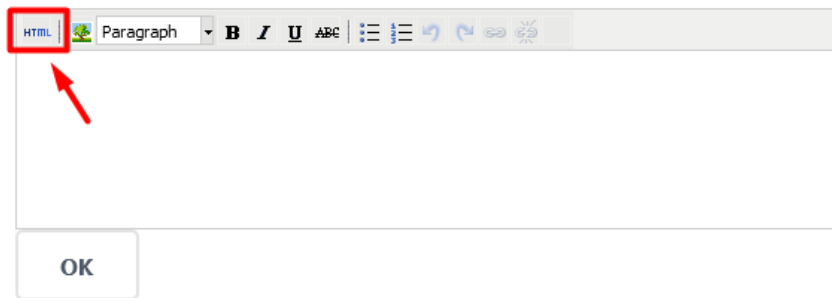
icon



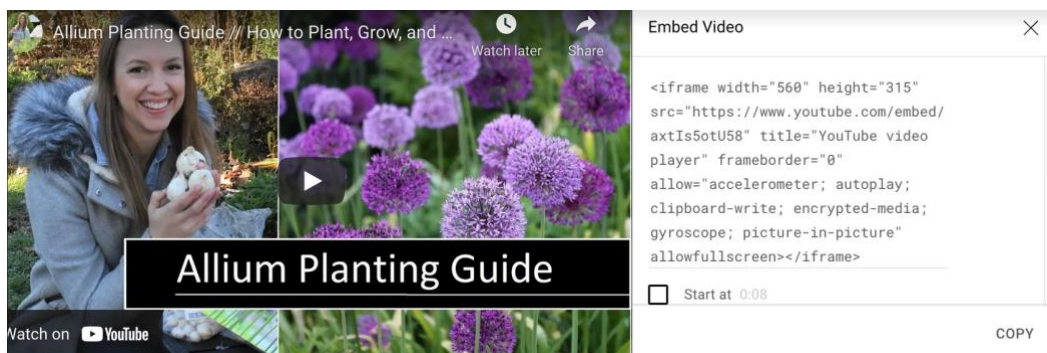
Customising the hotspot:

- Click on the '**Click to edit**' to give your hotspot a **Title**,
- In the description you can add some more text regarding your hotspot, here you can embed multimedia such as video by sharing a link, or embedding an iframe of the youtube video into HTML editor,

DESCRIPTION



Youtube has an embed option, where you can find already generated iframe for your video.



Once you paste it in HTML editor it will get embedded in your hotspot,



- You can upload the **image** to add more visualisation, clicking on **Choose file** button will allow you to add a picture from your computer, while the button on the right to it will let you **select image from image bank**,

- You can customise your hotspot by choosing its **size** and **colour**,
- You can make your hotspot an **icon** like an arrow or a plus,



[Find icons here](#)

Example: plus +

Always display tooltip

Tooltip position Left Right Top Bottom

Tooltip width

en [fi](#) [pt](#) [es](#) [pl](#) [de](#)



- If you want to use different icon, click on the Find icons here, which will direct you to fontawesome.com,
- You can choose the tooltip position,
- By clicking on the language abbreviation at the bottom of the window, you can translate the hotspot to the language of your choice.

For the creation of the template, we have basically used three icons based on their functionality within the resource:

- A magnifying glass (“search-plus”) for new areas or scenes.
- A dot circle (“dot-circle”) for displaying the words on screen
- An arrow (“arrow-alt-circle-left”) for those scenes that might offer the possibility to go back to the main scene.

4.6 Add a new page or create the tab

4.6.1. How to add the next page

You can create a next page or tab in two ways. The first one is to choose a create new page option on the main page of the course editor.

PAGES

Tip: you can change the order of pages by dragging them

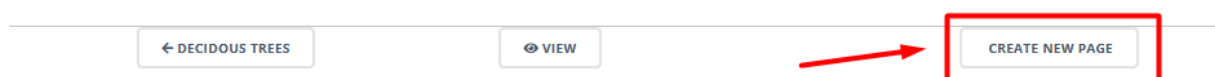
Flower arrangements - main	EDIT	DELETE	VIEW
Perennials in floristic	EDIT	DELETE	VIEW
Filler flowers	EDIT	DELETE	VIEW
Special occasion floristry	EDIT	DELETE	VIEW
Flower composition elements	EDIT	DELETE	VIEW
Seasonal flowers	EDIT	DELETE	VIEW
Wedding bouquet	EDIT	DELETE	VIEW
Field bouquet	EDIT	DELETE	VIEW
Tools 1/4	EDIT	DELETE	VIEW
Tools 2/4	EDIT	DELETE	VIEW
Tools 3/4	EDIT	DELETE	VIEW
Tools 4/4	EDIT	DELETE	VIEW
Decorative elements 1/3	EDIT	DELETE	VIEW
Decorative elements 2/3	EDIT	DELETE	VIEW
Decorative elements 3/3	EDIT	DELETE	VIEW

CREATE NEW PAGE

TEXT AND SLIDE PAGE

The new page of chosen type will show on the list above.

The second way is to enter an already created page in the edit mode and scroll down to the very bottom of the editor and click on the create new page button.



4.6.2. How to add the tab

The other way to build up our dictionary, and to be able to include some navigation later is to add more tabs to the pages.

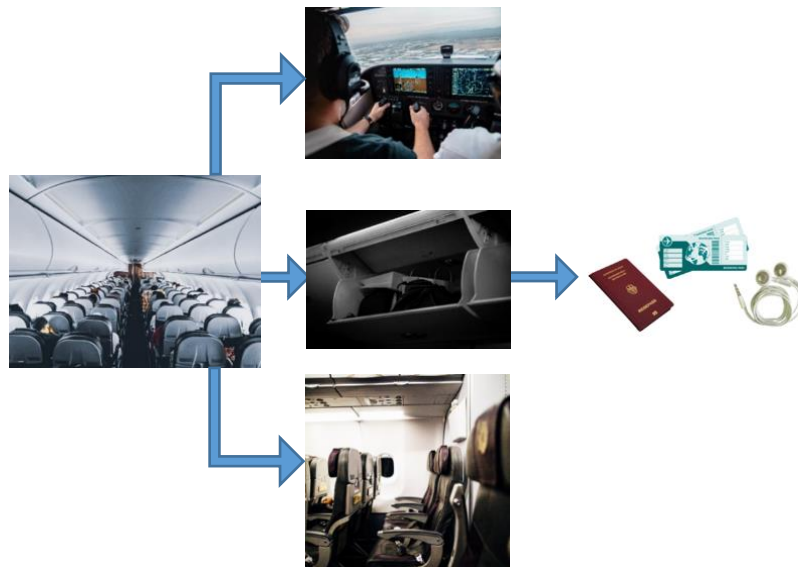
The create tab button can be spotted at the very top of the page editor



4.7. Including Navigation

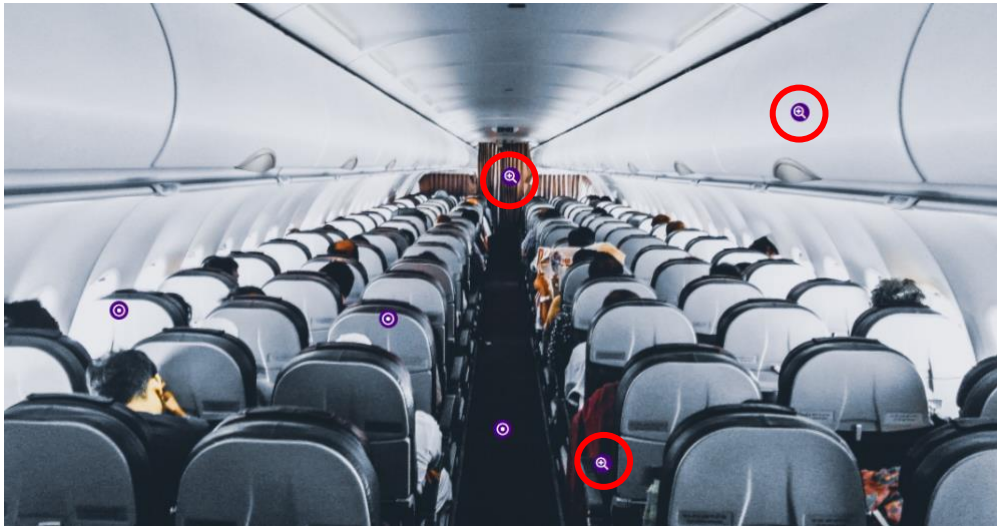
When creating your own visual dictionary resource, it might be useful to take into consideration the possibility to navigate within the different scenes contained in the resource, therefore, increasing the number of vocabulary words.

As it can be seen in the image below, we have selected five interconnected scenes. The Passenger seat area, the overhead locker, and the cockpit scenes are dependent from the main scene (the cabin) and could be useful for including different words related to the vocabulary of a plane. Moreover, there is a fourth image, dependent from the overhead locker scene, containing different elements that can be normally found in your baggage. Consequently, the structure of the resource will be like a branching tree, being the different images connected.



To make that

navigation possible, we will need to create one specific hotspot for each of the new scenes that we would like to navigate. As it can be seen in the next image, there are three hotspots corresponding to each of the three scenes shown in the branching tree (the passenger seat, the overhead locker, and the cockpit). In this case, the idea is to focus or to zoom out specific areas that could offer the possibility of access to more words. For example, to access the passenger seat area, a hotspot has been placed with the form of a magnifying glass.



To create that navigation, we will have to link the desired hotspot with its corresponding page or scene. To do that, we will need to access the hotspot setting and select the corresponding page, as it can be seen in the picture below.

OVERHEAD LOCKER

DESCRIPTION

The **overhead locker** is a compartment where passengers can store their luggage.

*I put my backpack in the **overhead locker** so I could easily access it.*

IMAGE

- Select
- Baggage content
- Cockpit
- Inside of a plane
- ✓ Overhead locker
- Passenger overhead panel
- Passenger seat

Colour red green blue purple pink orange

This new scene will focus on a different area within the plane, also showing more vocabulary words related to that same area. In the case of the overhead locker's scene, we would be focusing on a specific area that can be seen in the main scene. However, in this design template, we have also created some areas that cannot be explicitly seen in the main scene like the cockpit's scene.

In this case, it would not be a problem to place a hotspot for the cockpit in that specific location since the user could easily infer that this specific hotspot is related to that scene.

However, some images might not contain other areas or scenes that could be useful to increase the visual resource quality. To avoid this problem, we could insert some images or elements that would clearly relate to these desired scenes.



For example, in the picture above, we can see the doctor's office, but there is no clear part of this scene that could lead the user to a new scene where different medical supplies are displayed. For this reason, an icon for these medical supplies was created on the right bottom part of the scene to add a transition of a new page in which these medical supplies are displayed, therefore improving the quality of the resource.

Moreover, we can also include scenes containing multiple objects, like the content of the baggage. That would give us an infinite number of possibilities since we can create any image including as many elements as needed. In our template, the baggage scene would lead to a new scene containing different objects that can be normally found inside it, like a passport, earphones, and a boarding pass.



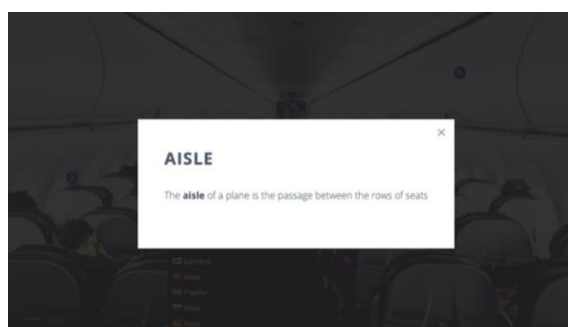
4.8. Visual aspect

As it has been said before, in order to create a strong visual identity, it would be advisable that all the resources created during the project followed similar standards. For example, it would be advisable that all resources created used the same hotspots' colours and icons.

In this template, we have used purple for those icons showing the words and those leading to new scenes or areas. On the other hand, the colour red has been used for those icons that are used to go to a previous scene if needed. Moreover, as it has been also said before, each of these hotspots include a specific icon:

- A magnifying glass (“search-plus”) for new areas or scenes.
- A dot circle (“dot-circle”) for displaying the words on screen
- An arrow (“arrow-alt-circle-left”) for those scenes that might offer the possibility to go back to the main scene.

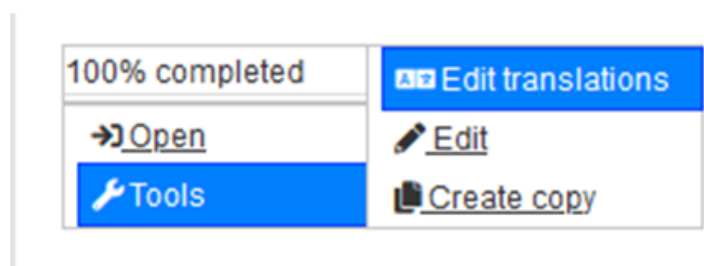
Concerning words' meanings, they have been included and are displayed when the hotspot is pressed.



That would allow us to create complete visual dictionary pages and reinforce users' learning process.

5. Reviewing translations of dictionary resource




You can add a translation to one of the 6 languages (English, Finnish, Portuguese, Spanish, Polish or German) to any dictionary in the Visual Dictionary Library.



After selecting "Edit translation" option on menu, you will get directed to translations tab

THE CITY ▸ TRANSLATIONS

LANGUAGES English Finnish Portuguese Spanish Polish German

Image	English	Spanish
	<p>Title Ambulance</p> <p>Description An ambulance is a vehicle used to take injured or sick people to hospital</p>	<p>Title Ambulancia</p> <p>Description Una ambulancia es un vehículo utilizado para trasladar a los heridos o enfermos al hospital</p>
	<p>Title Bakery</p> <p>Description A bakery is a place where bread and cakes are made and sold</p>	<p>Title Panadería</p> <p>Description Una panadería es un lugar donde se hace y se vende pan y pasteles</p>
	<p>Title Bank</p> <p>Description A bank is a place where you can keep or borrow money</p>	<p>Title Banco</p> <p>Description Un banco es un lugar donde se puede guardar o pedir dinero prestado</p>

While creating a visual dictionary you can select languages for your resource.

Beekeeping

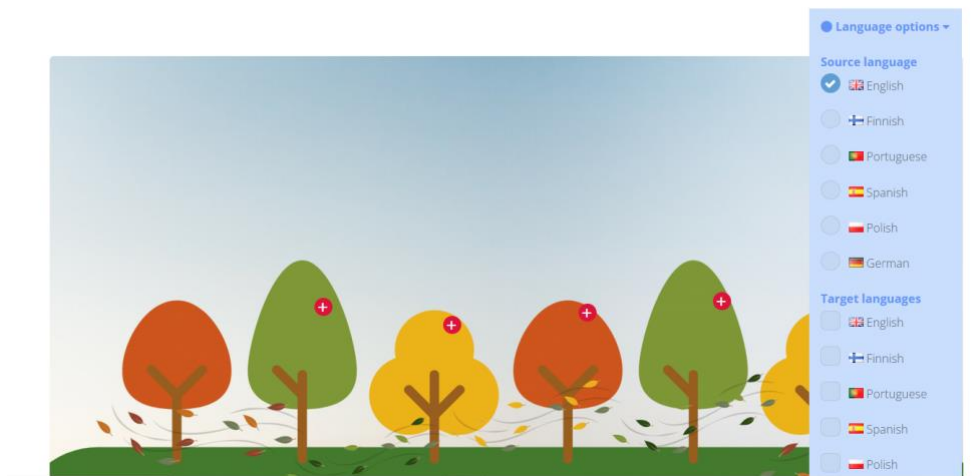
▸ EDIT COURSE INFORMATION

Languages* en es fi pl

Category* Visual Dictionary Funcionalidad testing resources

In view mode of your dictionary users can choose the source and the target language for their needs.

GARDEN



If a bespoke dictionary has translated content, we will see a symbol of the flag next to the thumbnail photo in the library view.



TRAVELLING



100% completed

- [→ Open](#)
- [⚙ More options](#)
- [🔧 Tools](#)