



**THE COMMONWEALTH *of* LEARNING**  
**Commonwealth Educational  
Media Centre for Asia**

# **Educational Multimedia**

## **A Handbook for Teacher-Developers**

---

**Editors**  
**Usha V. Reddi**  
**Sanjaya Mishra**

Version 1.1  
March 2003

© CEMCA, 2003

All rights reserved. Permission to reproduce the Handbook in whole or in parts may be sent to Director, CEMCA.

## Contributors to the Handbook

This handbook has been prepared by a team of experts on behalf of Commonwealth Educational Media Centre for Asia, New Delhi.

<b>Dr. Usha V. Reddi</b> Director, Commonwealth Educational Media Centre for Asia (CEMCA), New Delhi	<b>Section 2</b>	<b>Dr. Sanjaya Mishra</b> Programme Officer, Commonwealth Educational Media Centre for Asia (CEMCA), New Delhi	<b>Section 6, 8</b>
<b>Dr. Anurag Saxena</b> Dy. Director, C-DET Indira Gandhi National Open University (IGNOU), New Delhi	<b>Section 3</b>	<b>Prof. A. Srinivasa Rao</b> Retd. Professor of Physics Nizam College, Osmania University, Hyderabad	<b>Section 7</b>
<b>Dr. Anita Dighe</b> Director, Campus of Open Learning (COL), University of Delhi, Delhi	<b>Section 4</b>	<b>Dr. C. B. Sharma</b> Reader, School of Education, Indira Gandhi National Open University (IGNOU), New Delhi	<b>Section 9</b>
<b>Dr. Madhu Parhar</b> Reader, Staff Training and Research Institute of Distance Education (STRIDE) IGNOU, New Delhi	<b>Section 5</b>	<b>Dr. P.R. Ramanujam</b> Prof. and Director, Staff Training and Research Institute of Distance Education (STRIDE) IGNOU, New Delhi	<b>Language Editor</b>

*For further information, and comments, contact:*

Dr. Usha V. Reddi  
Director,  
Commonwealth Educational Media Centre for Asia  
52, Tughlakabad Institutional Area,  
New Delhi - 110 062  
Phone: +91-11-26096730, 26056965, Fax: +91-11-26085208  
Email: cemca@nda.vsnl.net.in Website: <http://www.cemca.org>

**ISBN: 81-88770-00-0**

The opinions expressed in this document are those of the authors and not necessarily that of the Publisher. All products mentioned in the document are the property of the respective Trademark holders. References to these products are only for illustrations, example and information. These do not mean endorsement in any way by CEMCA or COL.

## Print Production

Production Design: Sanjaya Mishra  
Layout & Cover Page: Graphic Shield Team  
Illustrations: Ashwini Patel

**Printed at :** Graphic Shield, New Delhi. Phone: 25033114 Mobile: 9810790989  
Published on behalf of the Commonwealth Educational Media Centre for Asia (CEMCA)  
by Dr. Usha V. Reddi, Director, CEMCA, New Delhi.



# Contents

	<b>Page</b>
<b>Section 1</b>	
<i>Introduction to the Handbook</i>	01
<b>Section 2</b>	
<i>Multimedia as an Educational Tool</i>	03
<b>Section 3</b>	
<i>Hardware and Software for Multimedia Development</i>	09
<b>Section 4</b>	
<i>Understanding Our Learners</i>	21
<b>Section 5</b>	
<i>Instructional Design for Multimedia</i>	27
<b>Section 6</b>	
<i>Scripting for Multimedia</i>	39
<b>Section 7</b>	
<i>Development of Multimedia</i>	43
<b>Section 8</b>	
<i>Delivery of Multimedia</i>	51
<b>Section 9</b>	
<i>Evaluation of Multimedia</i>	53
<b>References &amp; Suggested Readings</b>	63
<b>Sample Questionnaires</b>	65