Open Virtual Mobility
02-A3.3 VMLH User Guides
- Final Draft -

Outcome 2 Activity A3.3 VMLH User Guides	
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This paper is O2-A3.3 document produced as part of Outcome 02 – A3.1 Virtual Mobility Learning Hub User Guides and aims at presenting the preparation of the user guides for the Virtual Mobility Learning Hub.

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Suggested citation

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Executive summary

The aim of this draft is to provide details regarding the preparation of user guides for the Virtual Mobility Learning Hub (VMLH). The user guides are proposed to be developed in several stages. The initial one performed between April and June 2019 was dedicated to the tutors of the VMLH and was used by the OpenVM project partners. For the final use of the Open VMLH several tutor/student guides are produced by the Politehnica University of Timisoara (UPT) team. They integrate different needs observed during the initial piloting phase and are integrated as guides in the Open VMLH.

What are the objectives of this paper?

To provide details regarding the preparation of user guides for the Virtual Mobility Learning Hub - VMLH.

Who is this paper for?

- Pedagogues and didacticians interested in the technical details and procedures   behind the creation of end user guides of the   Virtual Mobility Learning Hub.
- Researchers interested in discussion and presentation of currently existing infrastructures of VLEs.

What topics are addressed in this paper?

The main topics are based on a research of different VLEs, Open Badges, and their use in Moodle, Mahara.

Contributors

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Acknowledgements

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1. Aims of this draft

The aim of this draft is to provide details regarding the creation of user guides for the Virtual Mobility Learning Hub (VMLH).

2. State of the Art

The Open VM Learning Hub Concept incorporates several components, services and technologies.
This document details the current configuration of the VMLH development environment, which will subsequently become the production environment.
This document is based on the State of the Art analysis, part of the **O2A1 LH Concept**.

3. Methodology

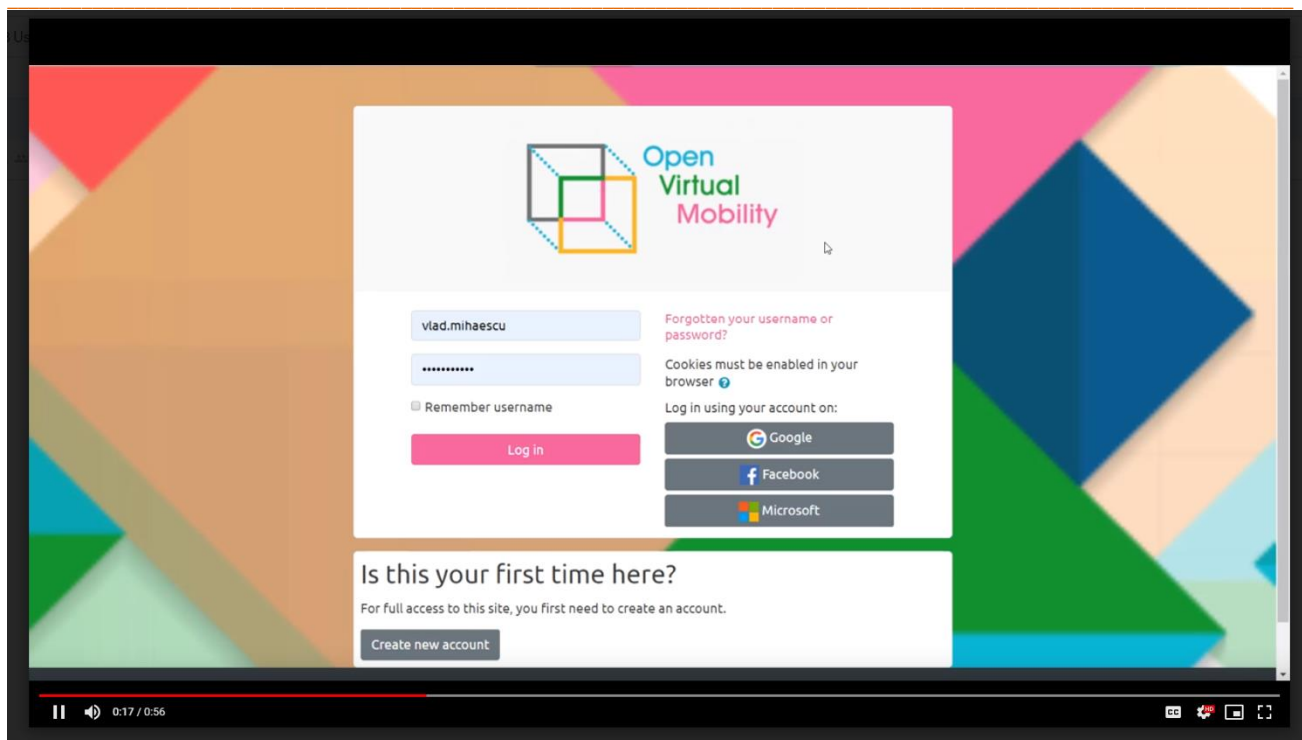The UPT team created several videos guiding users into using the VMLH.
Under the supervision of UPT team members, several videos and text scripts have been created in order to serve as user guides for the VMLH.
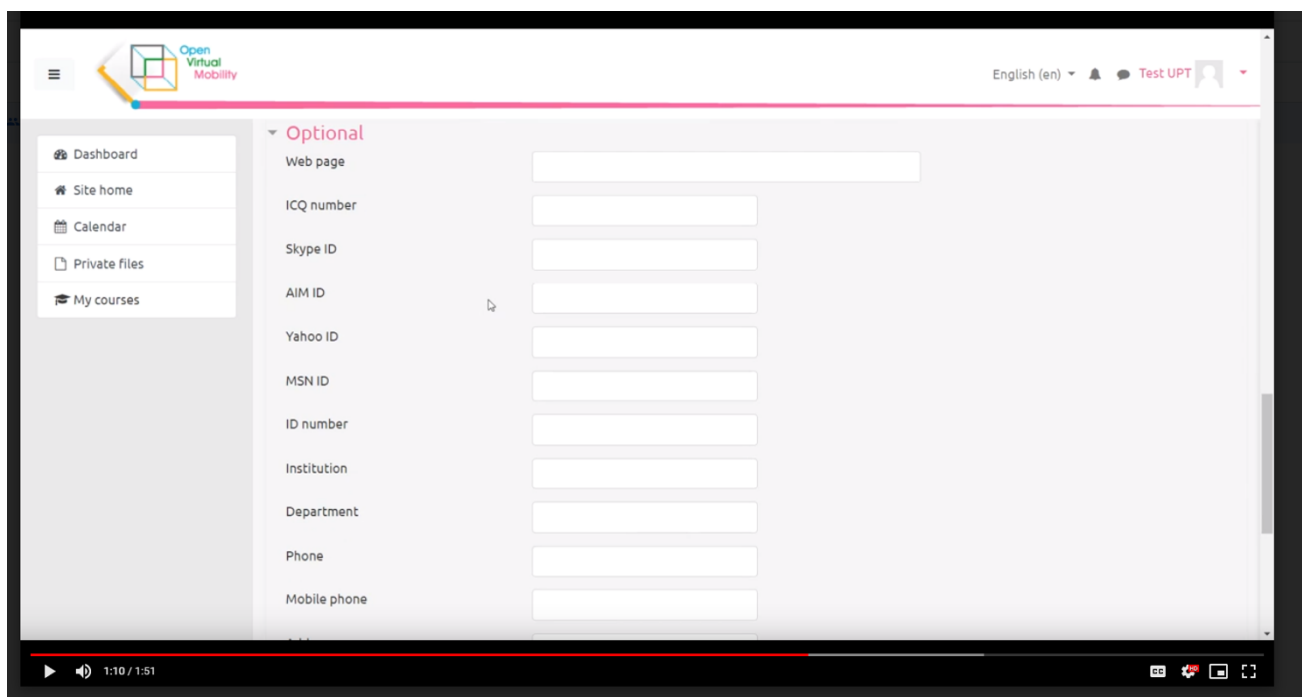
4. Results

4.1. Creation of user guide videos by UPT professionals

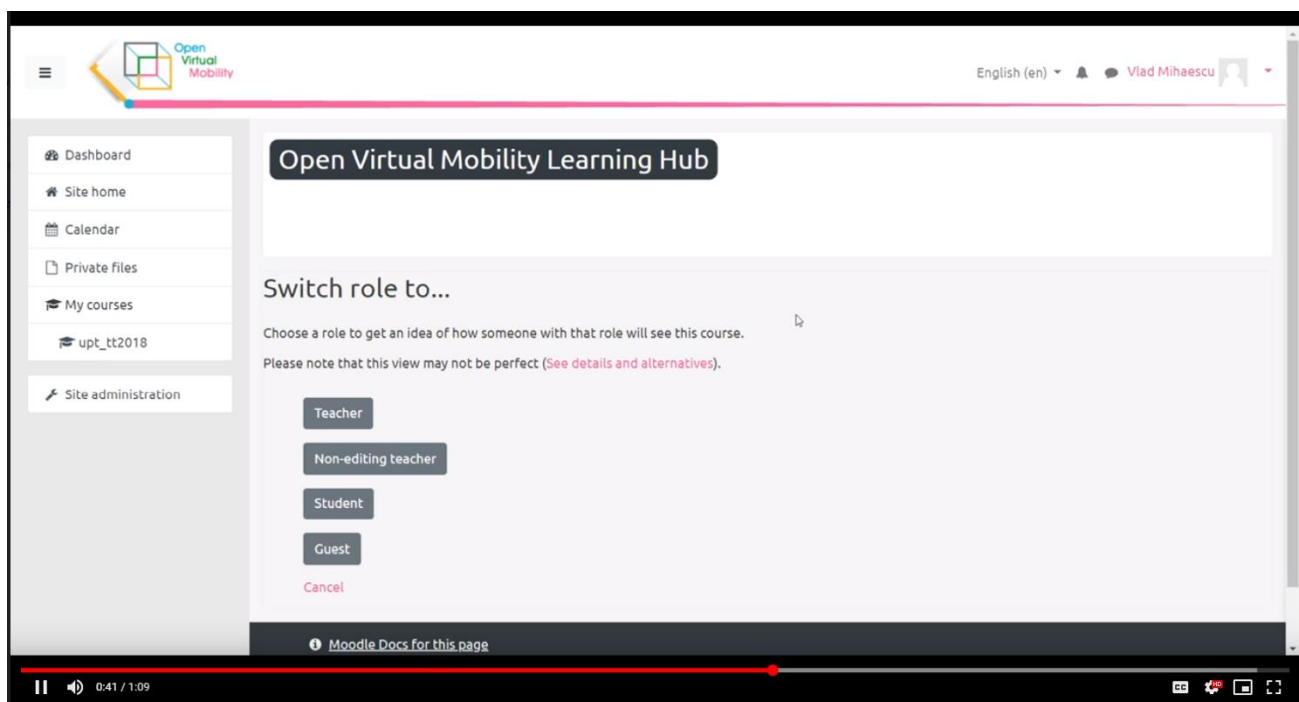Several videos were created in order to help users into using the Virtual Mobility Learning Hub Platform.

Login into the platform – explaining how a user can login in the Open Virtual Mobility Learning Hub:
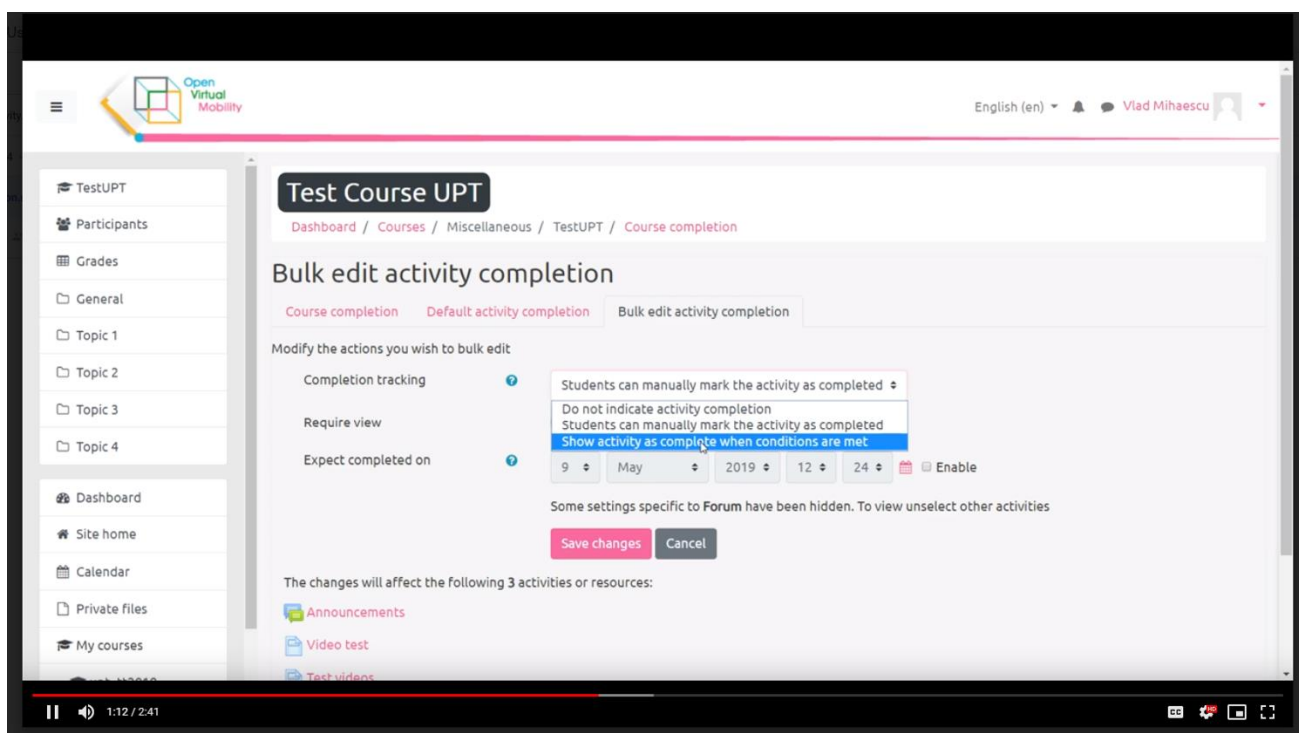
Editing the profile – presents the various options available for users if they want to modify their profile on the platform:

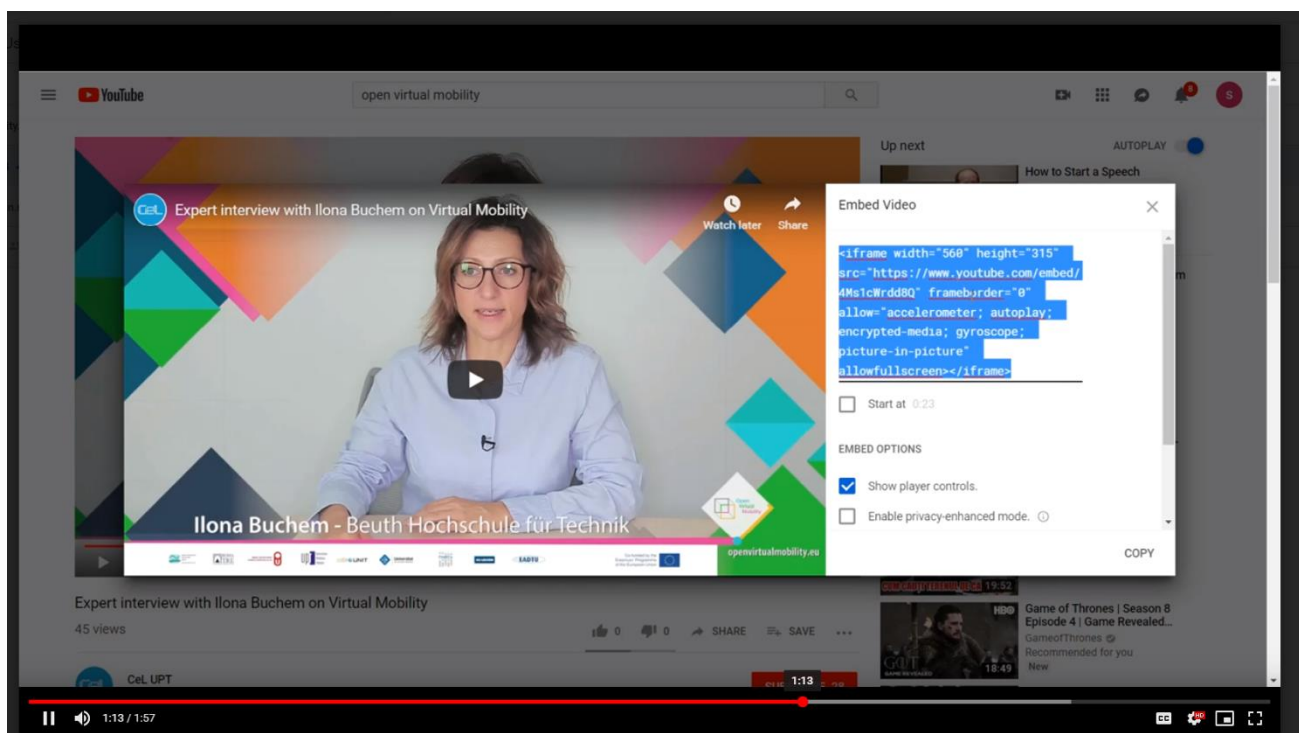Tutor switching roles – present the way in which a tutor can change her role in one course so that she can see how other user roles (ex. students) view the course:
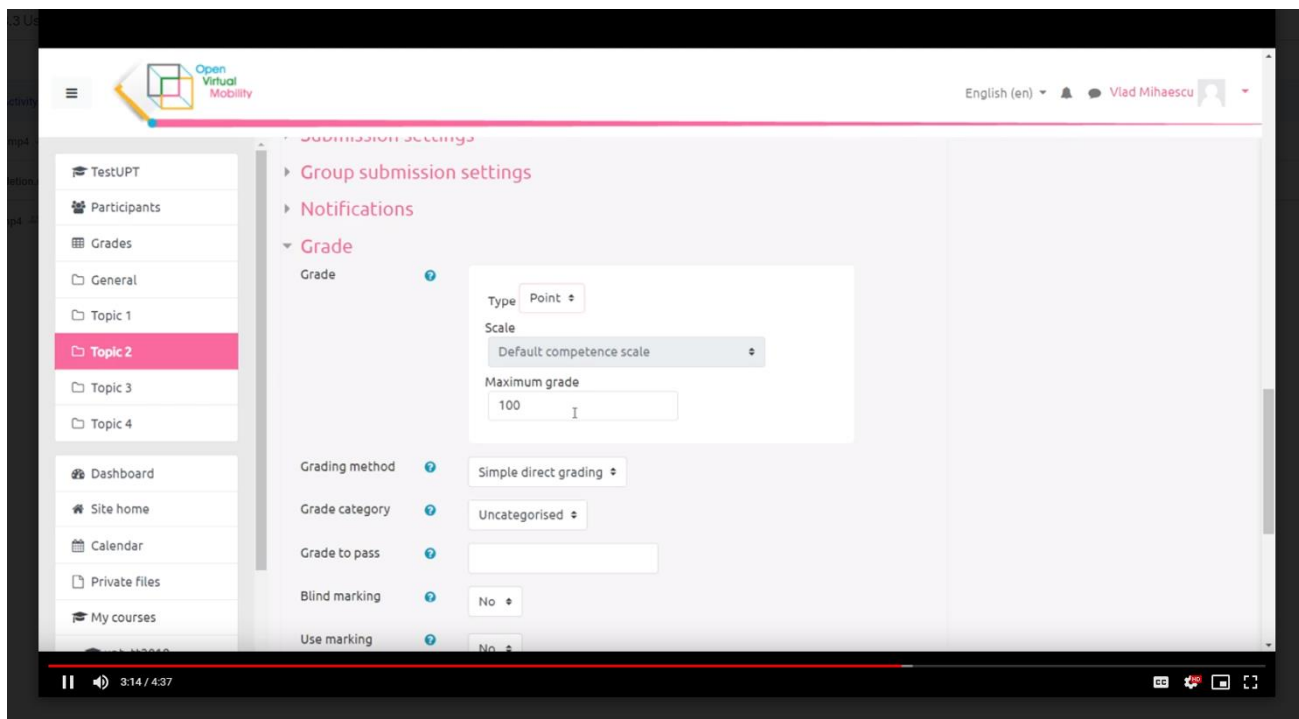
Tutor course completion options – explains how a tutor can configure the activity completion option either as a bulk for the whole course or individually for various activities:

Tutor embedding videos – presents how videos can be embedded in to the course:

Tutor Assignment Activity – demonstrates how a tutor can create an assignment type activity and explains all the options available:

4.2. Realization of tutor/student guides

For the final use of the VMLH several tutor/student guides were produced by the UPT team. They integrate different needs observed during the initial piloting phase and are integrated as guides in the VMLH.

The development methodology implies that for each guide, two materials are produced:
- Guide script (as properly formatted text).
- Video clip based on the screen capture of the operations in the script.

4.2.1. Realization of the script

In order to reach the final goal of the tutorial, intermediate steps must be established. To set the steps:
1. Set the starting page (URL, title, description);
2. Within the page, the points of interest are established (text field, checkbox, label, button, link, etc.), in the order in which they will be highlighted;
3. For each point of interest on the page, a short descriptive text is made (ex: "Click here to access the next section");
4. Repeat points 1, 2 and 3 for each page included in the tutorial;
5. At the last step, a concluding text is displayed.

Script example:

To perform the ABC operation, the following instructions will be performed:

- Page 1: https://abcdef.gh | Starting page, which ...
  - The checkbox with the label "DEF" is highlighted
    - This text is displayed: "Check the box DEF"
  - The link with the text "GHI" is highlighted
    - This text is displayed: "Click on the GHI link"

- Page 2: https: //ijklmn.op | The page for changing the settings, which ...
  - The field with the name "JKL" is highlighted
    - This text is displayed: "Complete here ..."
  - The save button is highlighted with the text "Save ..."
    - This text is displayed: "To save the changes, click here".

- Page 3: https: //qrstuv.wx | Confirmation page | It contains the message of the platform that the changes have been saved
  - This text is displayed: "The changes have been saved"

4.2.2. Screen capture

Based on the previous script, the screen capture of the step by step described operations is made.

Technical details:

✓ Only a window with the content of the web page of the platform will be captured, at a resolution of 1280 x 1024 px.
✓ The sounds will be represented by clicks or keystrokes.
✓ The texts will be inserted on a white background and a blue border.
✓ The start (splash-screen) and final images will be provided and integrated on a fade-in basis.

4.3. Guides realized

Several guides as a draft were created using the description skeleton and steps presented above. Some of the guides prepared include:
● Authentication.
● Checking the Forum posts.
● Answering quizzes and tests
● Creating test type activity.
● Creating/configuring the video H5P activity.

5. Next steps

The final user guides need to be completed.

Disclaimer

Partial content of this report was submitted for the IEEE ICALT Conference 2020 (under review).

References

Attachments