

Assessment & Collaborative Tools in CU eLearning System Workshop Handout

Information Technology Services Centre The Chinese University of Hong Kong Last updated: July 21, 2015



Index

Creating Tests or Surveys

- Building a Test
- <u>Changing Question Settings</u>
- Adding MC Questions
- Building a Survey
- <u>Adding Opinion Scale / Likert Question</u>

Making use of Question Sets

<u>Creating and Using Question Sets</u>

Deploying Tests or Surveys

Adding a Test or Survey to a Content Area

Viewing Results

- <u>Attempt Statistics</u>
- Download Results
- <u>View All Attempts</u>
- <u>Column Statistics</u>
- Test Access Log
- Item Analysis



User Guide

Index

Groups

- <u>Overview</u>
- <u>Creating a Group Set (Manual Enroll)</u>
- <u>Creating a Group Set (Self-Enroll)</u>
- Importing Group Members
- <u>Viewing and Editing Group</u>
- <u>Creating Group Assignment</u>
- <u>Creating Course Group Smart Views</u>

Journal & Blog

- Creating a Journal
- Deploying a Journal
- Creating a Journal Entry
- <u>Commenting a Journal Entry</u>
- <u>Creating a Blog</u>
- Deploying a Blog
- <u>Creating a Blog Entry</u>
- <u>Commenting a Blog Entry</u>

Wiki

- Creating a Wiki
- Deploying a Wiki
- <u>Creating or Editing Wiki Content</u>
- <u>Viewing Participation Summary</u>

Assessment Tools in CU eLearning System

📕 CU @Learning System

[Assessment Tools in CU eLearning System] User Guide

Creating Tests or Surveys Building a Test



- On the Control Panel, expand the Course Tools section. Select Tests, Surveys, and Pools.
- 2) On the Tests, Surveys, and Pools page, select Tests.
- 3) On the **Tests** page, click **Build Test** on the action bar.

Creating Tests or Surveys Building a Test

- Ivall	1e	R	evision	i Test												
escript	tion	Arial	•	3 (12pt)	•	т	+ :	= +	1= -	ABS	- 0	25		i	58	
ath: p															urus.	3
Path: p	ions														orus.	3

- 4) On the **Test Information** page, type a name, and optional description and instructions.
- 5) Click Submit.

Creating Tests or Surveys Changing Question Settings

Test Canvas: Revis	ion Test ©	1
Create Question V Reuse Que	estion 🗸 Upload Questions Ques	tion Settings
	Ca	ancel Submit
	FEEDBACK	
	Provide feedback for individual answers.	
	IMAGES, FILES, AND WEB LINKS	
	 Add images, files, and web links to individual feedback. Add images, files, and web links to answers. 	
	QUESTION METADATA	
	SCORING	
	 Specify default points when creating questions. Default point value 10 Use the currently assigned points when finding and adding questions. Use default points when finding and adding questions. Specify partial credit options for answers. Specify negative points options for answers. Provide option to assign questions as extra credit. 	
	DISPLAY	
	Specify random ordering of answers. Specify the horizontal or vertical display of answers.	

Specify numbering options for answers.

Question Settings on the action bar.

1. On the Test Canvas, click

Notes: For details of Questions Settings, please see: https://help.blackboard.com/ enus/Learn/9.1_2014_04/Instruct or/110_Tests_Surveys_Pools/08 0_Question_Settings

💹 CU @Learning System

[Assessment Tools in CU eLearning System] User Guide

Creating Tests or Surveys Adding MC Questions

- Point to Create Question to access the drop-down list. Select Multiple Choice.
- 2) On the **Create/Edit Multiple Choice Question** page, type the question.

Create Question 🗸

Calculated Formula

Calculated Numeric

Either/Or

Essay

File Response

Fill in Multiple Blanks

Fill in the Blank

Hot Spot

Jumbled Sentence

Matching

Multiple Answer

Multiple Choice

Opinion Scale/Likert

Ordering

Quiz Bowl

Short Answer

True/False

1	Т	T	Arial	•	3 (12pt)	•	\mathbf{T}	*	Ξ	+	-	ABC .	*	0	25	_	i	22
	T	T	Arial	•	3 (12pt)		T	*	:=		=	~		0	62	L'	i	1

<u>Notes:</u>

Inside Test Canvas, you may rollover a question, click the plus sign before or after it, and choose a question type to add a question.

Creating Tests or Surveys Adding MC Questions



- 3) The default number of choices is 4. If you want to increase this, select the **Number of Answers** from the drop-down list. To reduce the number of answers, click **Remove** next to the answer boxes to delete them. Type an **Answer** in each box. Select the **Correct** answer by clicking the appropriate option. Only one correct answer is selected.
- 4) Optionally, type feedback for correct and incorrect answers.
- 5) Click Submit.

💹 CU @Learning System

1) On the **Control Panel**,

expand the Course Tools

Creating Tests or Surveys Building a Survey



Creating Tests or Surveys Building a Survey

(- Na	ame			Evalua	ation												
escr T	T	n T	Arial	,	3 (12pt)	Ŧ	Т	. :=	-	= -	ABS	- 0	25		i	56	
Path:	р														W	ords:	0
Path:	p	ns													W	ords:	:0
Path: Instru T	p Iction	ns T	Arial		3 (12pt)	•	T	. :=		•	REC	- 0	č2	Ģ	W	ords:	:0

- 4) On the **Survey Information** page, type a name, and optional description and instructions.
- 5) Click Submit.

💹 CU @Learning System

Creating Tests Adding Opinion Sco	or Surveys ale / Likert Question	 Point to Create Question to access the drop-down list. Select Opinion Scale/Likert.
Create Question V Calculated Formula		2) On the Create/Edit Opinion Scale/Likert Question page, type a question or statement.
Either/Or	QUESTION	
Essay File Response Fill in Multiple Blanks Fill in the Blank Hot Spot Jumbled Sentence Matching Multiple Answer	Question Title ★ Question Text T T T Arial 3 (12pt) T + ⋮ = + ⋮ = + ⋮ = + ♥ + ♥ "Noise pollution in HK is considered as a serious problem" Do you agree?	25 2 i 23 ×
Multiple Choice	Path: p	Words:13
Opinion Scale/Likert		<i>"</i>
Ordering		,
Quiz Bowl		Inside Test Canvas, you may
Short Answer		rollover a question, click the
True/False		and choose a question type to add a question.

💹 CU @Learning System

[Assessment Tools in CU eLearning System] User Guide

Creating Tests or Surveys Adding Opinion Scale / Likert Question

nsv	ver 1	<u>b</u>																Remove
т	Т	T	Arial	•	3 (12pt)	۲	T	+ i=	-	1225 ·	HB S	- 0	25	Ţ	i	53	×	-

3) Select the **Number of Answers** from the dropdown list or leave the default of six. Click **Remove** to delete an answer box.

4) Click Submit.

Making use of Question Sets Creating and Using Question Sets



- On the Test Canvas page, point to Reuse Question on the action bar. Select Create Question Set.
- The Create Question Set pop-up window displays. Search for questions in the Browse Criteria panel.
- Select the questions to include in the test. You can also select the check box in the header row to select all the currently displayed questions. Review your selected questions.
- 4) Click Submit.

💹 CU @Learning System

Making use of Question Sets Creating and Using Question Sets

Total Questions: 3 Number of Questions to display:	o display in the set: 2 Cancel	Submit 5		
 Questions in the Set Add Questions 				
Remove Question Que	stion Display			
Question Type	Question Text	Alignment C	ount	Ε
Multiple Choice	4-2=?	0		
Multiple Choice	1-1=?	0		
Multiple Choice	2-1?	0		
Remove Question Que	stion Display			
	Displaying	d to 2 of 2 itoms	aur All Edit Desine	

5) When added to a test, a question set shows the total number of questions in the set, and the currently set number of questions to display to a student taking the test. The default is one. You can type a different value in the Number of Questions to display box.

Due to the randomized format of question sets, use caution when referring to specific question content or numbering, as the questions displayed will change with each attempt.

📕 CU @Learning System

[Assessment Tools in CU eLearning System] User Guide

Deploying Tests or Surveys Adding a Test or Survey to a Content Area



Create Test	
ADD TEST Create a New Test Create Add an Existing Test Select Test Below testing (question set) Revision Test	Cancel Submit

- Navigate to the course area where you want to add a test or survey. On the action bar, point to Assessments to access the drop-down list. Select Test or Survey.
- 2) Select a test or survey from the **Add Test** or **Add Survey** list.
- 3) Click **Submit**. The **Test Options / Survey Options** page appears.

Deploying Tests or Surveys Adding a Test or Survey to a Content Area

1 Maka tha link ausilable of Yaa of Na	2) Multiple
Add a new announcement for this Yes No No test	student multiple attemp select v use in the the Sco
 Multiple Attempts Allow Unlimited Attempts Number of Attempts 	 Feedback Which r availab
Score attempts using Last Graded Attempt	Votes:
 Force Completion Set Timer 60 Minutes Auto-Submit OFF ON 3 	For details of Options, ple https://help us/Learn/9. Fests_Surve vey_Option
Display After 06/24/2015	
Display Until 06/24/2015 II:13 PM When () Score per Question Answers ()	Fe (1)
Password After Submission All Answers Correct	Submitted
Choose All Answers Correct	Submitted

- 1) Make the Link Available & Display After/Until: You can set this to available, and then use the Display After and Display Until fields to limit the amount of time the link appears.
- 2) Multiple Attempts: You can allow students to take a test or survey multiple times. With multiple attempts for a test, you can also select which attempt's score to use in the Grade Center from the Score attempts using dropdown list.
- 3) Feedback Options: You can set which results and feedback are available to students after they complete a test or survey.

Notes:

For details of Test and Survey Options, please see: https://help.blackboard.com/enus/Learn/9.1_2014_04/Instructor/110 Tests_Surveys_Pools/020_Test_and_Su rvey_Options#edit_test_availability

> Show Feedback Incorrect

> > (i)

17

Questions

[Assessment Tools in CU eLearning System] User Guide

Viewing Results Attempts Statistics

Test	Mohile Test (IF I testing (g
	8
2022 2022	Quick Column Information
0.00	Edit Test
205	
0.00	Grade Attempts
10.00	Grade with User Names Hidden
	Attempts Statistics
	Download Results
	View All Attempts
	Grade Questions
	Item Analysis
	View Grade History
	Edit Column Information
	Column Statistics
	Set as External Grade
	Hido from Studente (on/off)
	Hide from Students (on/oil)
	Clear Attempts for All Users
	Sort Ascending
	Son Ascending
	Sort Descending
	Hide from Instructor View

Displays the **Statistics** page for tests and surveys. Each question for a test or survey appears, along with its score information for tests or percent answered for surveys. On the **Survey Statistics** page, you can view the survey results. The percentage of students who selected each answer appears. You cannot view individual results for surveys.

Test Statistics: Sample Test (auto grading)

lame	Sample Test (auto grading)
Attempt Score	14.56667
Attempts	12 (Total of 29 attempts for this assessment)
Graded Attempts	12
Attempts that Need Grading	0
nstructions	
Alignments	

Question 1: Either/Or

Average Score 0.83333 points (Extra Credit)

Cheng	du is the capital city of China.	
Correct	Answers	Percent Answered
	Yes	83.333%
~	No	16.667%
	Unanswered	0%

1) Access a test column's

contextual menu and select **Download Results**.

 Select Tab. Choose Format of Results and Attempts to Download for the report, then Click to download

results.

Viewing Results Download Results

Test	Mohile Test (IE L testing (m
	Quick Column Information
0.00	Edit Toot
	Edit fest
0.00	Grade Attempts
10.00	Grade with User Names
10.00	Attempts Statistics
	Develoed Deculto
L	Download Results
	View All Attempts
	Grade Questions
	Item Analysis
	View Grade History
	Edit Column Information
0.01111	Column Statistics
222222	Set as External Grade
5 10 1 4 4 0	Hide from Students (on/off)
	Clear Attempts for All Lisers
	oreal Allempis for All Osers
	Sort Ascending
	Sort Descending
S 10 10 10 10 10	Hide from Instructor View
04 04040 M-808	

DOWNLOAD RESULTS

Select the delimiter type for the downloaded results for this test. Comma-delimited files (.CSV) have data items separated by commas. Tab-delimited files (.TXT) are text files that have data items separated by tabs. Both are common types of data files and can be opened in most editing software. Tab-delimited files can be opened in Microsoft Excel but must be saved as TXT files. Comma-delimited files need to be imported for use in Excel and must be saved as .CSV files. Saving the file in another format will make the file unreadable by the system when uploading.

Comma

Tab

Attempts to Download

Question text and results will download for all question types. Unsupported question types will be noted. Choose a download format. The format listed By User will include all of the questions for a user in one row. The format listed By Question and User will list each question for each user in a separate row. Choose the format By Question and User for assessments longer than 40 questions.

All attempts for this item may be downloaded under All Attempts. Downloading Only Valid Attempts will just include the attempt that is being graded. For example, if the grading option is Last Attempt then only the last attempt will be provided. If the Grading option is Average, all attempts will be provided.

Format of Results

By User

Only Valid Attempts

Attempts

Attempts

Cancel

Viewing Results Download Results

	A1	• (× ✓ f _*	Usernan	ne			
4	А	В	С	D	E	F	G	Н
1	Username	Last Name	First Name	Question	Question 1	Answer 1	Possible P	Auto Scor
2	student01	student01	student01	Question	Chengdu is the capital city of China. 	Yes	5	0
3	student02	student02	student02	Question	Chengdu is the capital city of China. 	No	5	5
4	student03	student03	student03	Question	Chengdu is the capital city of China. 	Yes	5	0
5	student04	student04	student04	Question	Chengdu is the capital city of China. 	Yes	5	0
6	student06	student06	student06	Question	Chengdu is the capital city of China. 	Yes	5	0
7	student08	student08	student08	Question	Chengdu is the capital city of China. 	No	5	5
8	student09	student09	student09	Question	Chengdu is the capital city of China. 	Yes	5	0
9	student11	student11	student11	Question	Chengdu is the capital city of China. 	Yes	5	0
10								
11								
14 4	San	ple Test %	28auto grad	ling%29.				*

Allows you to download Grade Center data for this column as a delimited file that is used in other applications, such as spreadsheet programs or statistical analysis programs.

When you download test results, the results include the users' names and usernames. Unlike tests, surveys are intended to gather opinions from students where they can reply honestly because their anonymity is protected. As a result, when you download survey results, the results will not include any information that identifies each user.

Neither test nor survey results include statistical information.

[Assessment Tools in CU eLearning System] User Guide

Viewing Results View All Attempts

Test	Mohile Test /IF I testing (m
20. 20.	Ouist Osluma lafamatica
0.00	Quick Column Information
	Edit lest
0.00	Grade Attempts
0.00	Grade with User Names
10.00	Hidden
	Attempts Statistics
	Download Results
	View All Attempts
	Grade Questions
	Item Analysis
	View Grade History
	Edit Column Information
	Column Statistics
	Set as External Grade
	Hide from Students (on/off)
	Clear Attempts for All Users
	Sort Ascending
	Sort Descending
	Hide from Instructor View
	The short mound of the W

Displays the **View All Attempts** page for tests. From this page, you can grade the attempts, grade them anonymously, or grade by question.

View All Attempts : Sample Test (auto grading) Grade Attempts Grade Anonymously Grade By Question

				Grade by			
						Page 1 o	f2 > >>
Last Name	First Name	Username	Grade	Attempt Number	Date	Status	Duration
fname	Iname	teacher61	0	1	January 11, 2013 12:40:54 PM	Completed	00:00:18
fname	Iname	teacher66	17.5	1	November 27, 2012 12:09:24 PM	Completed	00:00:24
fname	Iname	teacher67	0	1	November 26, 2012 8:52:24 PM	Completed	00:00:27
student01	student01	student01	15	1	August 2, 2012 10:56:46 AM	Completed	00:00:22

[Assessment Tools in CU eLearning System] User Guide

Displays the **Column Statistics** page for this column. The

following appears: Column details, status distribution, grade distribution, and basic

statistics, such as range,

Viewing Results Column Statistics

est	Mohile Test (IF I testing (g
_	0
5 19:00-05	Quick Column Information
0.00	Edit Test
00	Grade Attempts
	Grade with User Names
0.00	Hidden
-	Attempts Statistics
	Download Results
	View All Attempts
	view All Alterripto
	Grade Questions
	Item Analysis
	View Grade History
	ERAL LA P
	Edit Column Information
	Column Statistics
	Set as External Grade
	Hide from Students (on/off)
- 10 A 10 A	The non olderno (onon)
	Clear Attempts for All Users
	Ord Assessing
	Son Ascending
	Sort Descending
	Hide from Instructor View

				average, variance.	median, an
COLUMN DETA	IL S	Column Test (Test)	< >		
Column	Test (Test)				
Points Possible	10				
Description					
STATISTICS		STATUS DISTRIBUTION		GRADE DISTRI	BUTION
Count	3			Greater than 100	0
Minimum Value	0	Null	3	90 - 100	1
Maximum Value	10.00	In Progress	0	80 - 89	0
Range	10.00	Needs Grading	0	70 - 79	0
Average	3.33	Exempt	0	60 - 69	0
Median	0			50 - 59	0
Standard Deviation	4.71			40 - 49	0
Variance	22.22			30 - 39	0
				20 - 29	0
				10 - 19	0
				0-9	2
				Less than 0	0

🗶 CU @Learning System

ß

Viewing Results Test Access Log

		the current Access Type and			
		Oate and Time	Access Type	Test Time	Time Spent*
0	Quick Column Information	6/24/14 4:49:15 PM	Test started	00:00	00:00
	Edit lest	6/24/14 4:49:27 PM	Saved question 1	00:11	00:11
	Grade Attempts	6/24/14 4:49:35 PM	Saved question 2	00:19	00:08
	Grade Anonymously	6/24/14 4:49:37 PM	Saved question 3	00:21	00:01
	Attempts Statistics	6/24/14 4:49:43 PM	Saved question 4	00:27	00:05
	Download Results	6/24/14 4:49:47 PM	Saved question 5	00:31	00:04
[6/24/14 4:49:51 PM	Saved question 6	00:35	00:03
	Grade Test: Test	6/24/14 4:49:55 PM	Test submitted	00:39	00:04
		*The times appearing unde	er the spent column may not accu	urately represent the time	the Student spent on each
	User: Iname fname (Attemp View: Tests	question; the Student may h	haver liked at other questions before	it Submit <	dividual questions.
	User: Iname fname (Attemp View: Tests	question; the Student may h	haver liked at other questions before	ip co Filde O	dividual questions. Insermanites
	User: Iname fname (Attemp View: Tests * Test Information	question; the Student may h	haver liked at other questions before	in submit	dividual questions.
	User: Iname fname (Attemp View: Tests * Test Information Current Grade 40,0 out of 60 p Grade based of	oints	haver liked at other questions before	ip to nide o	dividual questions.
	User: Iname fname (Attemp View: Tests * Test Information Current Grade 40.0 out of 60 p Grade based of Status Completed	oints n Last Graded Attempt	haver liked at other questions before	answering and saving ind np co Thide O tit Submit <	dividual questions.
	User: Iname fname (Attemp View: Tests * Test Information Current Grade 40.0 out of 60 p Grade based ou Status Completed Attempt Score 40 out of 60 poi	oints n Last Graded Attempt	haver liked at other questions before Jun Ex	ip co Filde O	dividual questions.
	User: Iname fname (Attemp View: Tests 2 * Test Information Current Grade 40.0 out of 60 p Grade based of Status Completed Attempt Score 40 out of 60 poi Time Elapsed 0 minute out of	oints n Last Graded Attempt 3 minutes. Access Log	haver liked at other questions before	ip co Filde O	dividual questions.
	User: Iname fname (Attemp View: Tests * Test Information Current Grade 40,0 out of 60 p Grade based on Status Completed Attempt Score 40 out of 60 poi Time Elapsed 0 minute out of Started Date 6/24/14 4:49 PM	oints n Last Graded Attempt 3 minutes. Access Log	haver liked at other questions before Juli Ex	in swering and saving ind ip to The O	Ividual questions.
	User: Iname fname (Attemp View: Tests * Test Information Current Grade 40.0 out of 60 poi Grade based ou Status Completed Attempt Score 40 out of 60 poi Time Elapsed 0 minute out of Started Date 6/24/14 4:49 PM Submitted Date 6/24/14 4:49 PM	oints n Last Graded Attempt a minutes. Access Log	haver liked at other questions before Jun Ex	answering and saving ind np to nide O tit <u>Submit</u> <	dividual questions.
	User: Iname fname (Attemp View: Tests * Test Information Current Grade 40.0 out of 60 p Grade based ou Status Completed Attempt Score 40 out of 60 poi Time Elapsed 0 minute out of Started Date 6/24/14 4:49 PM Submitted Date 6/24/14 4:49 PM Due Date 6/26/14 11:59 F	oints n Last Graded Attempt 3 minutes. Access Log 4	haver liked at other questions before Jun Ex	ip co The o	dividual questions.
	User: Iname fname (Attemp View: Tests * Test Information Current Grade 40.0 out of 60 p Grade based of Status Completed Attempt Score 40 out of 60 poi Time Elapsed 0 minute out of Started Date 6/24/14 4:49 PM Submitted Date 6/24/14 4:49 PM Due Date 6/26/14 11:59 P Clear Attempt Clear Attempt	oints n Last Graded Attempt 3 3 minutes. Access Log 4 4	haver liked at other questions before Juli Ex	in swering and saving ind ip to The o	1 of 1 >
	User: Iname fname (Attemp View: Tests * Test Information Current Grade 40.0 out of 60 poi Grade based on Status Completed Attempt Score 40 out of 60 poi Time Elapsed 0 minute out of Started Date 6/24/14 4:49 PM Submitted Date 6/24/14 4:49 PM Due Date 6/26/14 11:59 P Clear Attempt Clear Attempt Edit Test Edit Test	oints n Last Graded Attempt 3 minutes. Access Log 4 A 22M	haver liked at other questions before Jun Ex	answering and saving ind ip co The O tit Submit <	dividual questions.

Access Log

You can view the Access Log for a test from the Attempts page of the test.

The access log shows a list of every interaction a students engaged in when taking a test.

Viewing Results Item Analysis

Test	Mahile Test (IF I testing (au	
- 	Ouick Column Information	
0.00	Edit Test	
	Luit fest	
0.00	Grade Attempts	
10.00	Grade with User Names Hidden	
	Attempts Statistics	
	Download Results	
	View All Attempts	
	Grade Questions	
ſ	Item Analysis	
	View Grade History	
	Edit Column Information	14
	Column Statistics	Item
	Set as External Grade	
	Hide from Students (on/off)	Select Tes
	Clear Attempts for All Lisers	
	Clear Attempts for All Osers	Availa
	Sort Ascending	test - J
	Sort Descending	
	Hide from Instructor View	



- Go to a Grade Center column for a test. Access the test's contextual menu. Select Item Analysis.
- 2) In the **Select Test** dropdown list, select a test. Only deployed tests are listed. Click **Run**.
- View the item analysis by clicking the new report's link under the Available Analysis heading or by clicking View Analysis in the status receipt at the top of the page.

🌉 CU @Learning System

Viewing Results Item Analysis

est Sumr	nary					Disc	rimina	ation	Difficulty		
30.0	3	0	17	14.12	458 hr 47 min	3 0	Good C Fair Qu	Questions (1)	0 Easy C 2 Medium	Questions	1) (1)
Possible Points	Possible Questions	In Progress Attempts	Completed Attempts	Average Score	Average Time (1)	0 0	Poor Q Cannot	uestions (1) t Calculate (1)	1 Hard Q	uestions	1
ilter Que	stions										
elect Que	stion Type:	Sel	ect Discrimir	nation:	Select Difficulty:	n P	-				
All Questio	121										
All Goestio	n Types 🔻	All	Discriminat	ion 👻	All Difficulty		Go	Reset Filter			
	n Types 👻 Question	All	Discriminat	ion ▼ Question Type	All Difficulty	Difficu	Go ty	Graded Attempts	Average Score	Std Dev	Std Error
•	Question Question In a 3-year eLearning current us	All time frame, team will as ers of exist.	Discriminat the sist	ion 👻 Question Type True/False	All Difficulty	Difficu 5.89%	Go	Graded Attempts	Average Score 0.59	Std Dev 2.43	Std Error 0.59
•	Cuestion In a 3-year eLearning current us CU eLearn production support tea	time frame, team will as ers of exist. ing system v by AUG201 aching and .	Discriminat the sist will be in 2 to 	ion 👻 Question Type True/False True/False	All Difficulty Discrimination 0.44 0.86	Difficu 5.89% 70.599	Go tty 6	Graded Attempts 17	Average Score 0.59 7.06	Std Dev 2.43 4.7	Std Error 0.59 1.14

When students are allowed to take a test multiple times, the last submitted attempt is used as the input for item analysis.

Grade Center overrides do not impact the item analysis data because the item analysis tool generates statistical data for questions based on completed student attempts.

Manually graded questions or changes made to the question text, correct answer choice, partial credit, or points do not update automatically in the item analysis report. Run the analysis again to see if the changes affected the item analysis data.

Collaborative Tools in CU eLearning System

Groups Overview

		Single Group	Group Set
Group	Self-enroll	1 groupStudents sign up	More than 1 groupsStudents sign up
Enrollment	Manual enroll	1 groupAssign by instructor	More than 1 groupAssign by instructor
	Random enroll	Not Available	More than 1 groupAssign by system

Group Tools:	 <u>Blogs:</u> In the Group area, all members of a Group can create entries for the same Blog, building upon one another. Any Course member can read and comment on a Group Blog, but cannot make Entries if they are not a member of the Group. Instructors can select the grade option for Group Blogs.
	• <u>Collaboration</u> : Users within the Group can create and attend Chat sessions and Virtual Classroom sessions.
	• <u>Discussion Board:</u> Users within the Group can create and manage their own Forums. The Group Discussion Board is available only to group members, not to the entire course.
	• Email: Users within the Group can email individual members or the entire Group.
	• File Exchange: Group members and the Instructor can share files in this area. All members, as well as the Instructor, can add files. They can also delete files, regardless of who added them.
	 <u>Journals</u>: When used in the Group area, all members of a Group can view each other's Entries, but the Group Journal can only be viewed by the Group and the Instructor. Instructors can select the grade option for Journals.
	• Tasks: Users within the Group can create Tasks that are distributed to all Group members.
	 <u>Wikis:</u> Users within the Group can edit their Group Wiki. All Students within the Course can view a Group Wiki. The Instructor can view and edit a Group Wiki and can select the grade option for Group Wikis.

🌉 CU @Learning System

Groups Creating a Group Set (Manual Enroll)

×.	ITSCTEST009 Test Site	A
	Notifications	
	Announcements	
	Course Outline 📖	
	Course Content	
	Discussion Board	
	Email	1
	Groups	
	Tools Ø	
	My Grades	

Create 🗸	Import		Export	Group Settings
Single Group Self-Enroll Manual Enroll	Group Set Random Enroll Self-Enroll	led Members	Self-Enroll	Available
	Manual Enroll 2		No	Yes

- 1) Access Groups.
- 2) Point to **Create** on the action bar to access the drop-down list. Select **Manual Enroll**.

Groups Creating a Group Set (Manual Enroll)

	lame	•		Group														
Desc	riptio	on																
T	T	T	Arial	۲	3 (12pt)	٠	Т	· :=	-	Ξ.	ABS	•	0	25	Ţ	i	25	*
Path	: р															W	ords:	0
★ G stude	roup ents	is vi	sible to	No	Yes													
OUF	• si	ЕТ (OPTION	15														
-* N	lumb	er of	Groups	2	5													
	Creat	te sm	nart view f	or each	aroup in se	et.												
-				0. 000.	group in or													

- 3) Type a **Name** and optional **Description**.
- Select the Yes option to make the Group Available. If you do not want the group set to be available at the present time, select No.
- 5) Type the **Number of Groups** to create.
- 6) You can also create smart view for each group in set.
- 7) Click Submit.

<u>Notes:</u>

A smart view is a focused look at the Grade Center. It shows only the columns that match a set of criteria, and the view is saved for continued use. When the Grade Center includes a great number of students and columns, you can use smart views to quickly find data.

🌉 CU @Learning System

[Collaborative Tools in CU eLearning System] User Guide



🌉 CU @Learning System

[Collaborative Tools in CU eLearning System] User Guide

Groups Creating a Group Set (Self-Enroll)

w.	ITSCTEST009 Test Site	•
	Notifications	
	Announcements	
	Course Outline 📖	
	Course Content	
	Discussion Board	
	Email	1
	Groups	
	Tools Ø	
	My Grades	

Create 🗸	Import		E	Export Group Settings
Single Group Self-Enroll Manual Enroll	Group Set Random Enroll Self-Enroll 2	led Members	Self-Enroll	Available
	Manual Enroll		No	Yes

1) Access Groups.

2) Point to **Create** on the action bar to access the drop-down list. Select **Self-Enroll**.

Groups Creating a Group Set (Self-Enroll)

	ame		Group											
)esc	riptio	n												
т	Т	T Ar	ial 🔻	3 (12pt)	•	T -	:≡ -	1213 •	ABC	- 0	25	i	53	×
Dette												VV.	oras:	· //.
Path	:р													
Path: Gr tude	roup ents	is visible	eto 🔵 No	⊚ Yes 🔵	Sign	up SI	neet Or	nly						

- 3) Type a **Name** and optional **Description**.
- For self-enroll Sign-up options, type the Name of Sign-up Sheet.

📕 CU @Learning System

Groups Creating a Group Set (Self-Enroll)

		Members"
Maximum Number of 3 5 Members		 7) Type the Number of Groups. You can also
Show members Allow students to sign up from the groups listing page.		group in set.
		8) Click Submit.
GROUP SET OPTIONS		
* Number of Groups 2		<u>Notes:</u> A smart view is a focused look at the Grade Center. It shows
Create smart view for each group in set.		only the columns that match a set of criteria, and the view
	8	is saved for continued use. When the Grade Center includes a great number of
	Cancel Submit	students and columns, you can use smart views to quickly

- 5) Type the Maximum Number of Members.
- 6) Check the box "Show
- nber of can also view for each



find data.

Groups Importing Group Members



In case you have large number of groups to be created, you may export a CSV (comma-separated value) file containing your existing groups, edit them offline, and then import the file back to the system.

You are advised to create groups (with no members) in the system first. For details, please see "Creating a Group Set (Manual Enroll)".

- 1) On **Groups** page, Click **Export**.
- 2) Export Groups and group members.
- 3) Click Submit. The CSV file will be emailed to you.
- 4) Find Group Codes. Rollover View Options, click Show Group Code.

🌉 CU @Learning System

Groups Importing Group Members



- 5) Open the CSV file that has been exported. Enter the group code in the first column, and the Student ID in the second column.
- 6) Save the file as CSV (Comma delimited).
- 7) On the Group page, click **Import**.
- 8) Under Import Group Members, click **Browse My Computer** and upload your file.
- 9) Click Submit.

<u>Notes:</u>

- You cannot remove users or groups.
- During these processes, you cannot add new users to your course.

Groups Viewing and Editing Group

	Name	GroupSet		Self-Enroll		Available	
	Group			No		Yes	
Ŀş	Delete	Open Group					
	(Edit Group		Displaying 1 to 1 of 1 it		Show All	Edit Paging
		Email Group					
		Delete Group					

Jsemame		First Name	Last Name	Role	
astuden	t04	demo	student04	Student	×
2 studen	t05	demo	student05	Student	×

- 1) On the **Groups** page, access the group's contextual menu. Select **Edit Group**.
- 2) On the **Edit Group** page, you may go to **Membership** and delete the members.
- 3) Click **Submit**.

Groups Creating Group Assignment

Build Content 🗸	Assessments V Test Survey Assignment	Tools 🗸	Publisher Content V	
Submission Details	 Individual Submiss Group Submiss 	nission ion 2		
Items to Select		*	Selected Items Group 1 Group 2 Group 3	3
Invert Selection	Select All	v	Invert Selection Select	All

- Access the course area where you want to create the group assignment.
 Point to Assessment to access the drop-down list.
 Select Assignment.
- 2) In the Submission Details section, select Group Submission.
- In the Items to Select box, select the group or groups. Click the right-pointing arrow to move the selection into the Selected Items box.

Groups Creating Course Group Smart Views

Create Column	Create Calcul	ated Column 🗸	Manage 🗸	Reports 🗸	Filter Work Offline 🗸
Move To Top Grade Information Ba	Email 💝		Grading Period Grading Schem Grading Color (s Ias Codes	Order: Ascending 📚
Last Name	👋 First Name	Username	Categories		Availability
BB2	Student001	student001	Smart Views		Available
BB2	Student002	student002	Column Organi	zation	Available
BB2	Student003	student003	Send Email		Available
BB2	Student004	student004			Available
BB2	Student005	student005	McGraw-Hill Co	nnect To Do List	Available
BB2	Student006	student006	1		Available
BB2	Student007	student007			Available
BB2	Student008	student008			Available
BB2	Student009	student009		June 14, 20	13 Available
EB2	Student010	student010		April 25, 201	13 Available
Selected Rows: 0		<u> </u>			
Move To Top	Email 😸				Icon Legend

 In Full Grade Center, point to Manage to access the drop-down list. Select Smart Views.

Groups Creating Course Group Smart Views

Smart Views

Smart Views are focused views of the Grade Center. Any number of Smart Views can be created based on a variety of criteria, including Grading Periods, Categories, and Performance. More Help

Create Smart View



- 2) Click Create Smart View.
- Type a Name for the smart view and provide an optional Description.
- 4) Optionally, select the Add as Favorite check box to make the smart view a favorite. In the Grade Center section of the Control Panel, favorite smart views appear in alphabetical order in the indented list in the Full Grade Center section.

🌉 CU @Learning System

Groups Creating Course Group Smart Views

SELECTION CRITERIA

Type of View

- Course Group View one or more Course Groups.
- Performance View specific users based on their performance on a single item.
- User View individual users.
- Category and Status View items by their category and status.
- Custom Build a query based on user criteria.

Select Criteria	User Criteria: Conditio Group Equal to	n: Value: Group 1 Group 2 Group 3		
Filter Results	All Columns	💌 🔲 Include Hidden Infor	mation	
			Cancel	Subm

- 5) For Type of View, select **Course Group**.
- 6) In the Condition dropdown list, select Equal to or Not Equal to. In the Value box, select the group or groups. If no groups exist, the selection box is empty.

7) Click Submit.

🧏 CU @Learning System

Journals

Create Journal

2

[Collaborative Tools in CU eLearning System] User Guide

Journal & Blog Creating a Journal

Control Panel

Course Tools

Announcements

Blogs

Content Collection

Ŧ

►

Ψ.

1) On the **Control Panel**, expand the Course Tools section and select Journals.

- 2) Click Create Journal.
- 3) Type a Name for the journal.

Blogs		
CUHK User Management		
Collaboration	SOOKNAL INFORMATION	
Contacts		
Course Calendar	V Namo	
Course Messages		
Date Management	Instructions	
Discussion Board		
Glossary	T T T Arial T $(12pt)$ T $(12pt)$ T $(12pt)$	$\Box i \Sigma \otimes$
Journals 1		
Rubrics		
Self and Peer Assessment		
Send Email		
Tasks		
Tests, Surveys, and Pools		
Wikis	Path: p	Words:0

Journal & Blog Creating a Journal

Index Entries	Monthly Weekly Edit and Delete Entries	
 Allow Users to Allow Users to 	Delete Comments	
Permit Course	Users to View Journal	
ADE SETTING	S No grading	
	 Crada : Dainta nassibla : 	

- 4) Journal Settings:
- Select Monthly or Weekly Index Entries.
- Optionally, select the check box to Allow Users to Edit and Delete Entries.
- Optionally, select the check box to Allow Users to Delete Comments.
- Optionally, select the check box to Permit Course Users to View Journal. If selected, the journal becomes public. All users can view all journal entries made to the journal topic.
- 5) Click Submit.

Journal & Blog Deploying a Journal

Build Content 🗸 Assessments 🗸	Tools 🗸	Publisher Content 🗸
Folder empty	Discussion Blogs Journals	i Board
EATE LINK: JOURNAL		
Link to the Journal Page		
Link to a Journal	2	
Link to a Journal Film Review	W	

- Access a content area. Point to **Tools** to access the drop-down list. Select Journals.
- 2) On the **Create Link: Journal** page: Select **Link to a Journal** and select a specific journal from the list.
- 3) Click Next.

Journal & Blog Deploying a Journal

🔆 Link Name	Film Review	
Color of Name	Black	
Link	Journal: Film Review	
Text		
TTTArial	▼ 3 (12pt) ▼ T - := - *= - *ジ - ∂ じっ	🖵 i 🐹 🗄
Path:p		Words:0
Path: p		Words:0
Path: p TIONS Available Track Number of Views	 Yes ○ No Yes ○ No 	Words:0
Path: p TIONS Available Track Number of Views Date Restrictions	 Yes No Yes No Display After 	Words:0

- 4) Select Options.
- Select Yes to Track Number of Views.
- For Date Restrictions, you can set items to display on a specific date and time and to stop displaying on a specific date and time. Select the Display After and Display Until check boxes to enable the date and time selections.
- 5) Click Submit.

Journal & Blog Creating a Journal Entry

🗧 Title	Monsters University						
ntry Message							
T T T A	rial 🔻 Font size 🔻	T - 8	∃ • 1	- 🎝 - 🖉 (25	🖵 i 🔀	≈
f <u>ilm</u> produced I by <u>Dan Scanlo</u> <u>Stanton</u> and <u>Le</u> and is a <u>preque</u>	by <u>Pixar Animation Studios</u> <u>n</u> and produced by <u>Kori Ra</u> <u>ee Unkrich</u> as executive pro <u>al</u> to 2001's <u><i>Monsters, Inc.</i></u> , m	and relea <u>ae</u> , with <u>Jo</u> oducers. I narking th	ased by <u>\</u> ohn Lasse It is the fo he first tim	<u>Walt Disney P</u> eter, <u>Pete Doc</u> purteenth feat ne Pixar has r	ter, <u>Andrew</u> ture film pro nade a prec	was directed ∠ oduced by Pixar quel film. ^[7]	
film produced I by <u>Dan Scanlo</u> <u>Stanton</u> and <u>Le</u> and is a <u>preque</u> ² ath: p » sup » sp	by <u>Pixar Animation Studios</u> <u>n</u> and produced by <u>Kori Ra</u> <u>ee Unkrich</u> as executive pro at to 2001's <u>Monsters, Inc.</u> , m	and relea ae, with <u>Jo</u> oducers. I narking th	eased by <u>)</u> ohn Lasse It is the fo he first tim	<u>Walt Disney P</u> eter, <u>Pete Doc</u> ourteenth feat ne Pixar has r	ter, <u>Andrew</u> ure film pro nade a prec	was directed ∠ duced by Pixar quel film.☑ Words:77	
f <u>ilm</u> produced I by <u>Dan Scanlo</u> <u>Stanton</u> and <u>Le</u> and is a <u>preque</u> 'ath: p » sup » sp	by <u>Pixar Animation Studios</u> <u>n</u> and produced by <u>Kori Ra</u> <u>ee Unkrich</u> as executive pro <u>el</u> to 2001's <u>Monsters, Inc.</u> , m pan » span » a	and relea ae, with <u>Jo</u> oducers. I narking th	eased by <u>bohn Lasse</u> It is the fo he first tim	<u>Walt Disney P</u> eter, <u>Pete Doc</u> ourteenth feat ne Pixar has r	<u>ter, Andrew</u> ture film pro nade a prec	was directed L duced by Pixar quel film.[7] Words:77	
film produced I by <u>Dan Scanlo</u> <u>Stanton</u> and <u>Le</u> and is a <u>preque</u> Path: p » sup » sp	by <u>Pixar Animation Studios</u> <u>n</u> and produced by <u>Kori Ra</u> <u>ee Unkrich</u> as executive pro <u>el</u> to 2001's <u>Monsters, Inc.</u> , m nan » span » a RY FILES	and relea ae, with <u>Jo</u> oducers. I narking th	eased by <u>bohn Lasse</u> It is the for he first tim	<u>Walt Disney Peter, Pete Doc</u> ourteenth feat ne Pixar has r	ter, <u>Andrew</u> ure film pro nade a prec	was directed L duced by Pixar quel film. ^[7] Words:77	

- 1) Click Create Journal Entry.
- 2) On the **Create Journal Entry** page, type a **Title** for the journal entry. Type text in the **Entry Message** box.
- 3) In the **Journal Entry Files** section, browse for a file to attach to the journal entry.
- Click Post Entry to submit the journal entry or click Save Entry as Draft to add the entry later.

🗶 CU @Learning System

Journal & Blog Commenting a Journal Entry

Film Review ©

If a Blog or Journal can be graded, a grade assigned to an individual member is applied only to that individual. More Help

Friday, July 4, 2014		Journal Details ∽	> 53
12 years a slave S Posted by Student 01 at Friday, July 4, 2014 3:46:26 PM CST Last Edited:Wednesday, July 9, 2014 3:27:27 PM CST	•	< Student 01 (1) ava Show Empty Journals	>
12 Years a Slave is a 2013 historical drama film and an adaptation of the 1853 slave narrative memoir <i>Twelve</i> Years a <i>Slave</i> by Solomon Northup York State-born free African-American man who was kidnapped in Washington, D.C. in 1841 and sold into slavery. Northup worked on plantations state of Louisiana for twelve years before his release. The first scholarly edition of Northup's memoir, co-edited in 1968 by Sue Eakin and Joseph Logsdon, carefully retraced and validated the account and concluded it to be accurate. ^[6]	p, a New s in the n	Student 02 (1) Student 03 (1)	
This is the third feature film directed by Steve McQueen. The screenplay was written by John Ridley. Chiwetel Ejiofor stars as Solomon Northup. In Fassbender, Benedict Cumberbatch, Paul Dano, Paul Giamatti, Lupita Nyong'o, Sarah Paulson, Brad Pitt, and Alfre Woodard are all featured in supporting roles. Principal photography took place in New Orleans, Louisiana, from June 27 to August 13, 2012. The locations used were four historic antebellum plantations: Felicity, Bocage, Destrehan, and Magnolia. Of the four, Magnolia is nearest to the actual plantation where Northu held.	Michael Ip was	Teacher 03 (0)	
Comment 3	omment 2	•	
Cance	abç Add	4	

- Access the journal topic page and select the journal entry or entries by selecting the user's name in the side panel in the More Journals section. The user's journal entry or entries open in the content frame.
- 2) Click **Comment** following the user's entry. The **Comment** box appears.
- 3) Type a comment in the **Comment** box.
- Click Add. Click the Comments link below the entry to view the comment.

🌉 CU @Learning System

[Collaborative Tools in CU eLearning System] User Guide

Journal & Blog Creating a Blog

 On the Control Panel, expand the Course Tools section and select Blogs.

2) Click Create Blog.



Blogs

Blogs are an open communications tool for Students to share their thoughts. More Help

Create Blog

2

Journal & Blog Creating a Blog

🔆 Name	Educatio	on Policy											
Instructions													
TT <u>T</u> Ari	il 🔻	3 (12pt)	•	Τ.	:≣ -	±⊒ +	ABC	- 0	2'5	Ţ	i	×	*
Path: n													
i dui. p											Wo	ords:0	2
OG PARTICIP	ATION -										Wo	ords:0	
OG PARTICIP	ATION -										Wo	ords:U	
OG PARTICIP	ATION -	ividual to All	Stud	ents () Cou	rse				 	Wo	ords:U	
OG PARTICIP	ATION − () Indi () Allo	ividual to All w Anonymo	Stud	ents (ommer	Counts	rse				 	Wo	ords:U	
Blog Type	ATION − ● Indi ☑ Allo	ividual to All w Anonymo	Stud	ents (ommer) Cou nts	rse					Wo	ords:U	
OG PARTICIP Blog Type OG SETTINGS	ATION -	ividual to All w Anonymo	l Stud ous Co	ents (ommer	Cou O Cou	rse					Wo	ords:U	
OG PARTICIP Blog Type OG SETTINGS	ATION -	ividual to All w Anonymo nthly O We	l Stud ous Co	ents (ommer) Cou	rse					Wo	ords:U	
OG PARTICIP Blog Type OG SETTINGS Index Entries	ATION -	ividual to All w Anonymo nthly O We	l Stud ous Co eekly	ents (ommer) Cou	rse					Wo	ords:U	

3) Type a **Name** for the blog.

- 4) Blog Settings:
- Select Monthly or Weekly Index Entries.
- Optionally, select the check box to Allow Users to Edit and Delete Entries.
- Optionally, select the check box to Allow Users to Delete Comments.
- 5) Click Submit.

Journal & Blog Deploying a Blog

Build Content 🗸	Assessments 🗸	Tools 🗸	Publisher Content 🗸
Folder empty		Discussion	Board
		Blogs	

CREATE LINK: BLOG





- Access a content area. Point to **Tools** to access the drop-down list. Select **Blogs**.
- 2) On the **Create Link: Blog** page: Select **Link to a Blog** and select a specific journal / blog from the list.
- 3) Click Next.



3

Journal & Blog

											-					
* L	link Name		Educatio	n Policy												
Colo	r of Name	9		Black												
Link			Blog: E	ducation Po	olicy											
Text																
Т	ΤŢ	Arial	•	3 (12pt)	•	т.	:=	· 1= •	ABC	- 8	25		Q	i	50	
тю	NS															
													4			
Auni	lable		Yes	s 💿 No												
Avai	k Number vs	of	Yes	s 💿 No												
Trac		ons	🔲 Disp	olay After								\odot				
Trac View Date	e Restrictio			Inc. I lot							- 1	0				
Trac View Date	Restrictio		Disp	Diay Until				12 12 12								

- 4) Select Options.
- Select Yes to Track Number of Views.
- For Date Restrictions, you can set items to display on a specific date and time and to stop displaying on a specific date and time. Select the Display After and Display Until check boxes to enable the date and time selections.
- 5) Click Submit.

Journal & Blog Creating a Blog Entry

22 - 51			Education	on Reform									
ntry T	T T	Arial	•	3 (12pt)	Ŧ	т -	:= -	т На т	ABC -	0 25	Ş	1 2	: ×
and	encoura p	sire te n	aaka nu								Y	vorus. i	84
and Path	encoura p	oiro to n	aka pul									vorus. 1	84
and Path G	encoura	(FILE	S									vorus. 1	84

1) Click Create Blog Entry.

- 2) On the **Create Blog Entry** page, type a **Title** for the blog entry. Type text in the **Entry Message** box.
- 3) In the **Blog Entry Files** section, browse for a file to attach to the blog entry.
- Click Post Entry to submit the blog entry or click Save Entry as Draft to add the entry later.

🗶 CU @Learning System

Journal & Blog Commenting a Blog Entry

Friday, July 18, 2014				
🖹 Mercury 💿				
Posted by [🌇 Inam Last Edited:Friday,	e fname at Friday, Jul July 18, 2014 4:25:42 F	y 18, 2014 4:23:41 PM CST	PM CST	
(sample text from wiki)			
Mercury is the smaller orbital period of about days, which is much f after the Roman deity atmosphere to retain h planets, ranging from some equatorial region	st and closest to the 88 Earth days. Seen aster than any other p Mercury, the fast-flyin teat, Mercury's surfac 100 K (-173 °C; -280 15.	Sun of the eight from Earth, it ap planet. This rapio ng messenger to e experiences th 0°F) at night to 7	planets in the Solar S pears to move around motion may have led the gods. Because in the greatest temperatu 00 K (427 °C; 800 °F	System,[a] with an d its orbit in about 1 d to it being named t has almost no ure variation of all the ⁻) during the day at
				Comme
Comment				
Comment on Entry	as Anonymous			
				Cancel
				Cancer

- Click Comment following the user's entry. The Comment box appears.
- 2) Type a comment in the **Comment** box.
- Click Add. Click the Comments link below the entry to view the comment.

Wiki Creating a Wiki

-	Control Panel
►	Content Collection
•	Course Tools
	Announcements
	Blogs
	CUHK User Management
	Collaboration
	Contacts
	Course Calendar
	Course Messages
	Date Management
	Discussion Board
	Glossary
	Journals
	Rubrics
	Self and Peer Assessment
	Send Email
	Tasks
	Tests, Surveys, and Pools
	Wikis



- 1) On the **Control Panel**, expand the **Course Tools** section and select **Wikis**.
- 2) Click Create Wiki.

Wiki Creating a Wiki

	DM	TIO	N												
		ino	IN												
			-												
★ Name	i.		Wiki (A	stronomy)											
Instructio	ns														
TT	Т	Arial	•	3 (12pt	•	т.	:= .	1=	- ABS	+	9 25		i	58	×
						- aller				1.53		-			-
Daths a													10/0	eda:f	
Path: p													Wo	ords:()
Path:p	TICIF	PATI	ON -										Wo	ords:0)
Path: p KI PAR	TICIF	PATI	<u>on</u> –										Wo	ords:C)
Path: p		PATI	0 N -	sed to E	diting	Оре	n to E	diting	4				Wo	ords:0)
Path: p KIPAR Student /	TICIF	PATI	о N — О СІс	sed to E	diting (Ope	n to E	liting	4				Wo	ords:0)
Path: p KI PAR Student / Student (Access	TICIF Access Comm	PATI ent	о N — Сіс Сіс	ised to E	diting @) Ope	n to E	liting to Co	4 mme	nting			Wo	ords:0)
Path: p (I PAR Student / Student (Access	TICIF Access Commo	PATI ent	ON	used to E	diting () Ope	n to E	diting to Co	4 mme	nting			Wo	ords:C)

- 3) On the Create Wiki page, type a **Name**.
- Select the Student Access option. You can change the student access at any time.
- Closed to Editing: Select this option when you are the only one contributing pages or to disallow further page editing by users, such as when you want to grade the wiki pages. You can still view wikis when you select Closed to Editing.
- Open to Editing: Allows users to modify any wiki page. In a group wiki, a user must be a member of the group to edit a wiki page.

⁵⁾ Click Submit.

Wiki Deploying a Wiki

Build Content 🗸	Assessments 🗸	Tools 🗸 Publisher Content 🗸	
Folder empty		Discussion Board Blogs Journals Wikis	
CREATE LINK: V			
 Link to the Wil Link to a Wiki Select Wiki below Wiki (Astronomy) 	kis Page		
Create New Wiki	Create New Wil	a	
			3
			Cancel Next

- Access a content area. On the action bar, point to Tools to access the dropdown list. Select Wiki.
- 2) On the Create Link: Wiki page: Select **Link to a Wiki** and select a specific wiki from the list.
- 3) Click Next.

Wiki Deploying a Wiki

* Link Name			Wiki (As	stronomy)												
Color of Na	me			Black												
ink		1	Wiki (A	stronomy)												
Tevt				surementy)												
TTI	Г А	rial	•	3 (12pt)	Ţ	Т	:=	+ 1:	= +	ÁBC	+ 4	2 %5	Ģ	i	55	11
Path: p										•				W	ords:	0
Path:p	5													W	ords:	0
Path: p	5		• Ye	s 💿 No						•				W	ords:	0
Path: p TIONS Available Frack Numb Views	5 ber of	8	 Yes Yes 	s 💿 No s 💿 No				3.						W	ords:	0
Path: p TIONS Available Track Numb Views Date Restri	5 ber of		 Yes Yes Dis 	s 💿 No s 💿 No play After [3						W	ords:	0

- 4) On the **Create Link** page, type a **Link Name**.
- 5) Select Options.
- Select Yes to Track Number of Views.
- For Date Restrictions, you can set items to display on a specific date and time and to stop displaying on a specific date and time. Select the Display After and Display Until check boxes to enable the date and time selections.
- 6) Click Submit.

Wiki Creating or Editing Wiki Content



Comment

- Click Create Wiki Page to create a new wiki topic page.
- 2) To edit a wiki page, click **Edit Wiki Content** next to the page's title in the content frame, OR
- 3) In the side panel, access the page's and select **Edit**.

Mars is the fourth planet from the Sun and the second smallest planet in the Solar System, after Mercury. Named after the Roman god of war, it is often described as the "Red Planet" because the iron oxide prevalent on its surface gives it a reddish appearance.^[15] Mars is a terrestrial planet with a thin atmosphere, having surface features reminiscent both of theimpact craters of the Moon and the volcanoes, valleys, deserts, and polar ice caps of Earth. The rotational period and seasonal cycles of Mars are likewise similar to those of Earth, as is the tilt that produces the seasons. Mars is the site of Olympus Mons, the second highest known mountain within the Solar System (the tallest on a planet), and of Valles Marineris, one of the largest canyons. The smooth Borealis basin in the northern hemisphere covers 40% of the planet and may be a giant impact feature.^{[16][17]} Mars has two known moons,Phobos and Deimos, which are small and irregularly shaped. These may be captured asteroids,^{[18][19]} similar to 5261 Eureka, a Martian trojan asteroid.

> 53

All ^ Show All Members

Wiki Viewing Participation Summary

Wiki (Astronomy)							
Create Wiki Page			Participation Summary				
		Wiki Details 🗸	> кл				
Mars Created By Teacher 03 on Friday, July 4, 2014 4:28:55 PM CST	Edit Wiki Content	WIKI (ASTRONOMY)					

Participation Summary

Each user's contributions to the Wiki are represented by **Words Modified** and **Page Saves**. If the Wiki is gradable, the participant can be graded by clicking his or her name. More Help

						<u> </u>	
1	Name	Words Modified (Number Count)	Words Modified (Percentag	Page Saves (Number Count)	Page Saves (Percentage) Wiki	Details ~
	Student 01	192	16%	1	12%		Student 01
	Student 02	251	21%	1	12%		Student 02
	Student 03	137	11%	1	12%		Student 03
	Leacher 03	566	49%	5	62%		Teacher 03
			Displaying 1 to 4 of 4	Hitems Show	w Ail Edit Paging		

- Access a wiki. Click
 Participation and Grading for graded wikis or
 Participation Summary for wikis with no grading.
- 2) On the **Participation Summary** page, view participation for the students who have contributed to the wiki.
- 3) In the side panel, view information about the wiki and select a user to view his or her **Participant's Contribution** page.

Wiki Viewing Participation Summary

Participant's Contribution: Student 01

All pages and versions that you have modified are listed. To see your specific changes, choose to compare versions under **User's Modifications**, if available. Click a link in the **Page Version** column to view the version without annotated changes. More Help



About John Dewey

(Sample content from wikipedia)

John Dewey (FAAOctober 20, 1859 – June 1, 1952) was an American philosopher, psychologist, and educational reformer whose ideas have been influential in education and social reform. Dewey was an important early developer of the philosophy of pragmatism and one of the founders of functional psychology. He was a major representative of progressive education and liberalism. Known for his advocacy of democracy, Dewey considered two fundamental elements—schools and civil society—as being major topics needing attention and reconstruction to encourage experimental intelligence and plurality.

4) You can view any version, and compare two versions side by side.



Contact us



ITSC Service Desk: https://service.desk.itse.eu/k

https://servicedesk.itsc.cuhk.edu.hk/

• ITSC Consultation Hotline Service: Tel: 394 38845

ITSC eLearning blog: http://elearning.itsc.cuhk.edu.hk/blog/