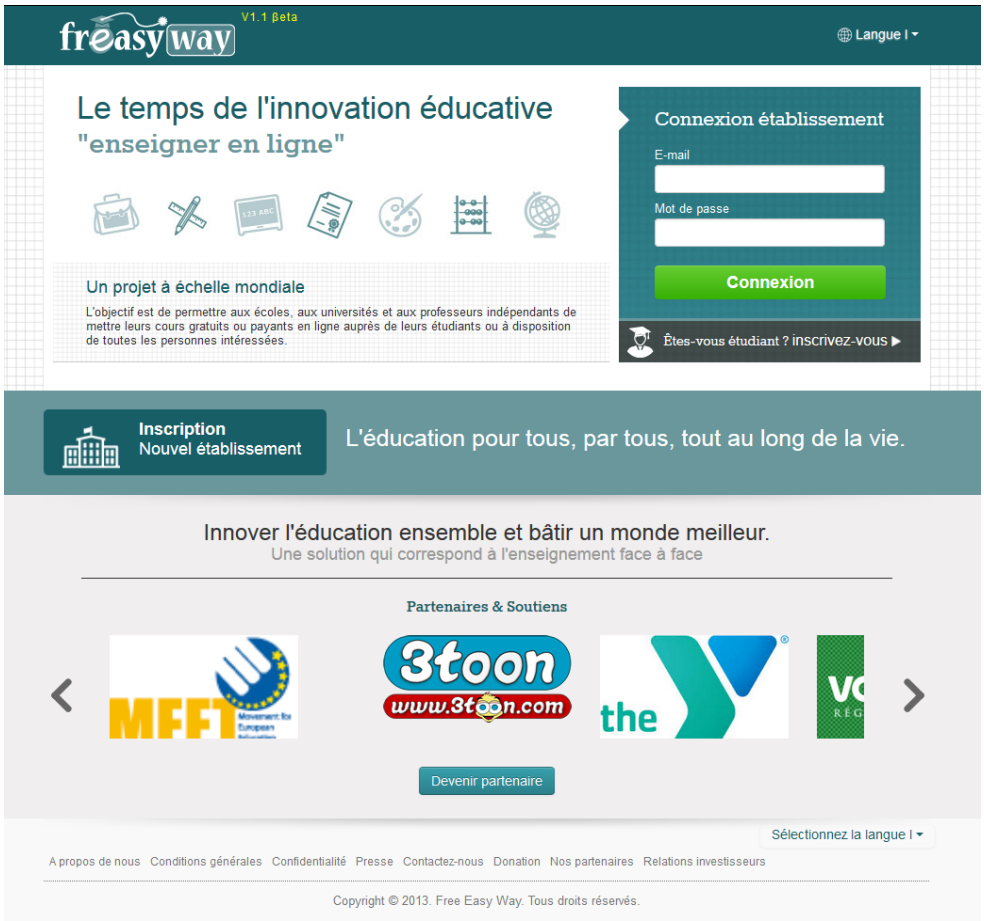
STORY BOARD EDUCATIONAL ENVIRONMENT

POSTING COURSES ONLINE



I – Preamble:

This document defines the settings and the functionalities to be applied for posting online courses on the online teaching and work collaboration platform « **Freasyway**».

Log on to:

http://edu.freasyway.com

First registration:

https://edu.freasyway.com/public/index/register

II – Introduction:

Numerous educational institutions and independent teachers – registered on Freasyway – collaborate regularly for setting an advanced system for posting their courses online. You will find the details in the attached document.

The concept is inspired by the recommendations of standard SCROM (Sharable Content Object Reference Model), which is a suite of technical norms that allow online learning systems to find, import, share, reuse and export the learning contents, following a standardized process:

http://fr.wikipedia.org/wiki/Sharable_Content_Object_Reference_Model,
https://www.youtube.com/watch?v=FzxNwWvmwf4

The courses' layout features:

1. Each course belongs to one or more categories. These course categories are introduced by the administrator. Examples:

- Mathematics
- Science Computer
- Languages
- History / European culture
- Etc.

2. Each course is available in one language, to be defined.

3. A course contains multiple sections. Such sections can refer to :

    - Text
    - Videos
    - Audio
    - Questions

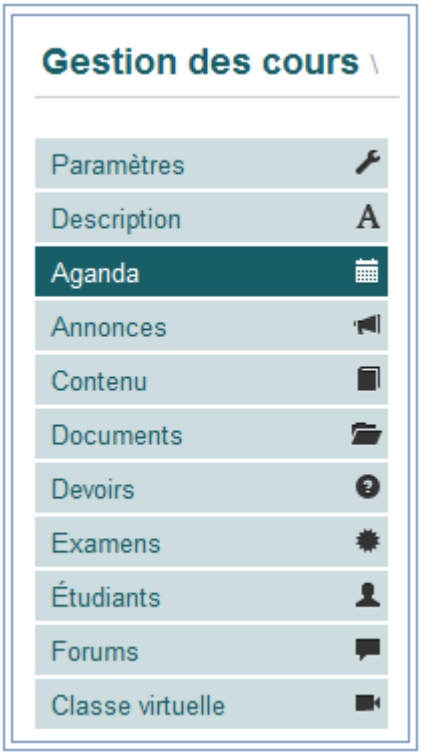
4. The course is presented to students as a learning path structured according to their own progress track (this procedure enables educational institutions to obtain statistics that will be used to establish the teaching strategies and record the students' progress in order to trigger a positive reaction to the course).

5. The course edition/creation interface includes advanced technologies and sets the basis for a revolutionary integration base for graphic tablets for future use of our virtual school in real time.

III – Functionalities:

The course creation/edition interface is formed by a group of the following modules:

1. Settings
2. Description
3. Agenda
4. Announcements
5. Content
6. Documents
7. Homework
8. Exams
9. Students
10. Forums
11. Virtual class



III.1 Settings:

Enables institutions to configure the course and mention the registration criterion

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From the Settings tab, teachers will find a form that contains the following fields (see *illustration n°1*):

1. **References**
2. **Categories**
3. **Levels**
4. **Languages**
   - English
   - French
   - Etc.

5. **Teachers**
6. **Course access**
   - Free access (no authentication required)
   - Access restricted to authentified users (registered on Freasyway)
   - Access reserved for course members only (the members included in the student list imported by the institution)

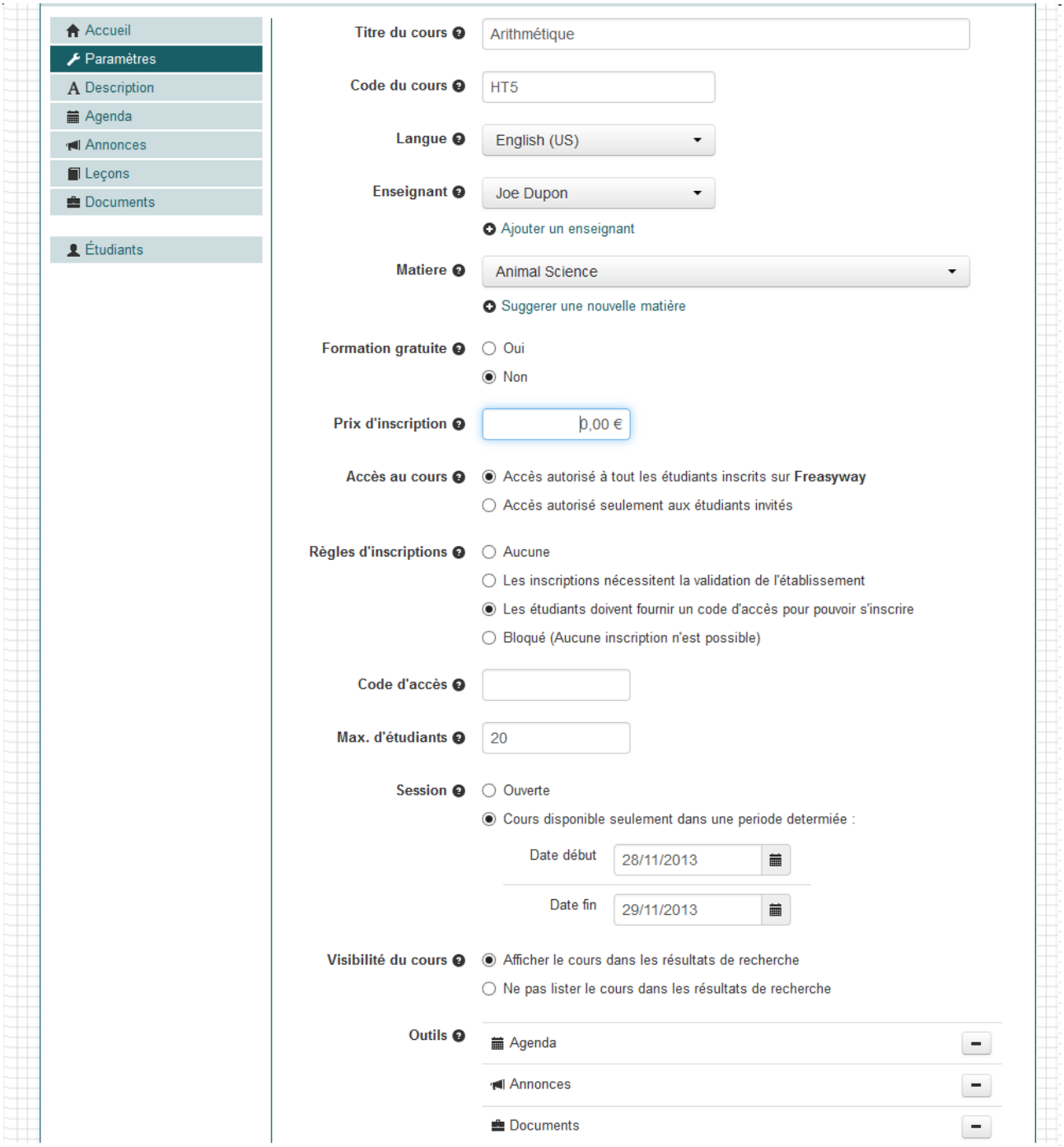
7. Course registration :
   - Free
   - Paid

8. **Registration options**
   - Authorized with validation
   - Via access code
   - Blocked (registration not permitted)

9. **Maximum number** of students allowed to register to the course
10. **Session « open for course registration »**
    - Open (no deadline)
    - Available from DATE 1 until DATE 2

11. **Course visibility**
    - Display the course in the search results
    - Do not list the course in the search results

Illustration 1: The « Course settings » Tab



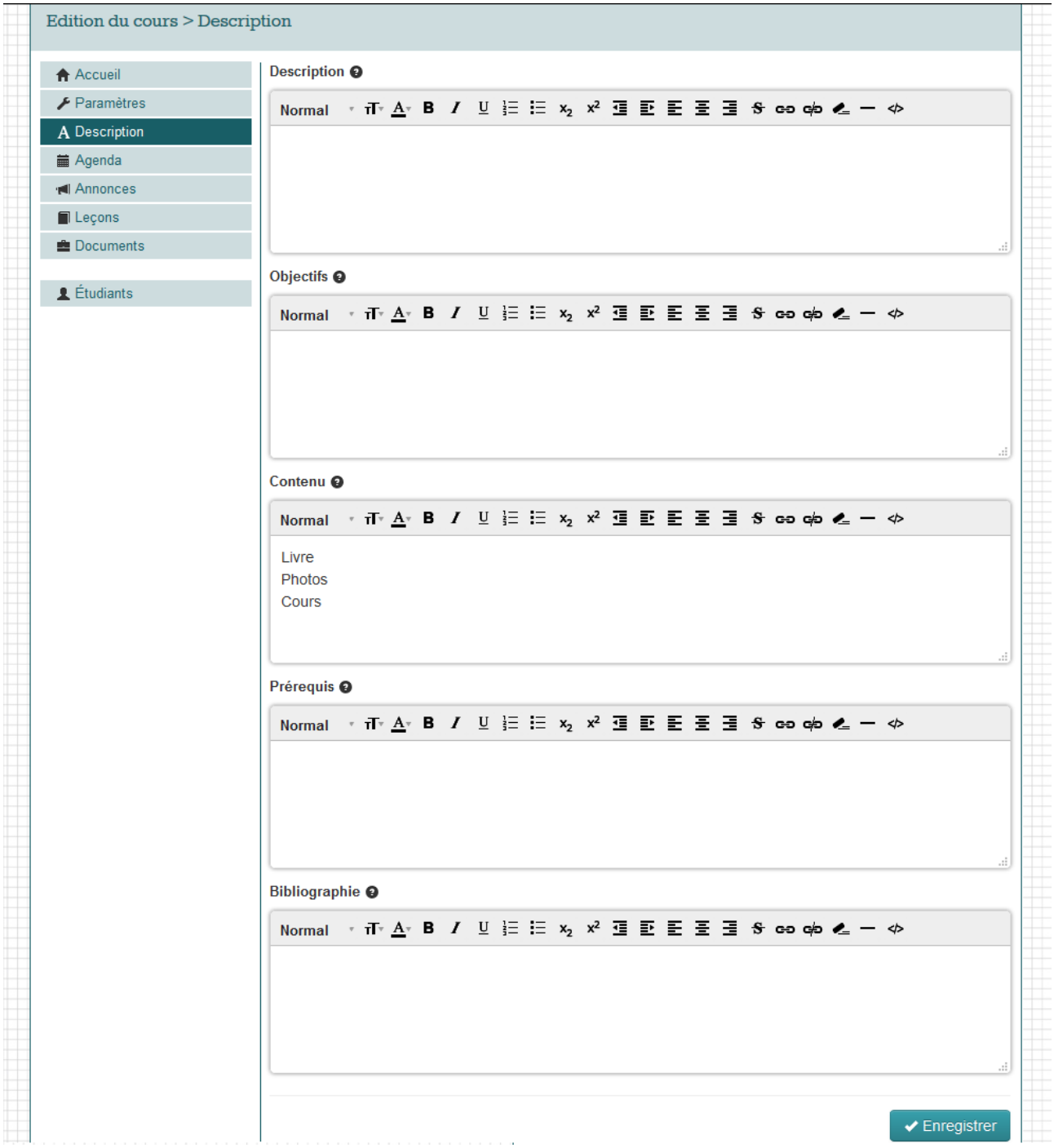
III.2 Description:

Course introduction for students on the « **Freasyway »** platform
Detailed and specific course information
The description is organized by sections: course summary, objectives, support, etc.

The « detailed description » tab of each course features a form containing the fields that need to be filled with the following information *(see illustration n°2):*

- ✓ **Description** (general presentation of the course)
- ✓ **Objectives** (competencies and knowledge base that will be assimilated by students)
- ✓ **Course content** (table of contents for the course, content structure, etc.)
- ✓ **Prerequisites** (minimum education level required, required knowledge base, previously completed courses, etc.)
- ✓ **Support** (bibliography: links to books to be purchased, etc.) on « Box Reader »
- ✓ **Others** (open field)

Illustration 2: The « Detailed description » of the course tab



III.3 Agenda:

Registration of various events in the course agenda by the trainer
Display of the full agenda featuring all the events related to the course

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The **Agenda** tool allows the teacher or the trainer assigned to the course to communicate the main scheduled events related to the course (see *illustration n°3 and n°4*).

Each event is characterized by:

- Event date (days, months, year, hour) when the event starts
- Link to the event (optional)
- Detailed information

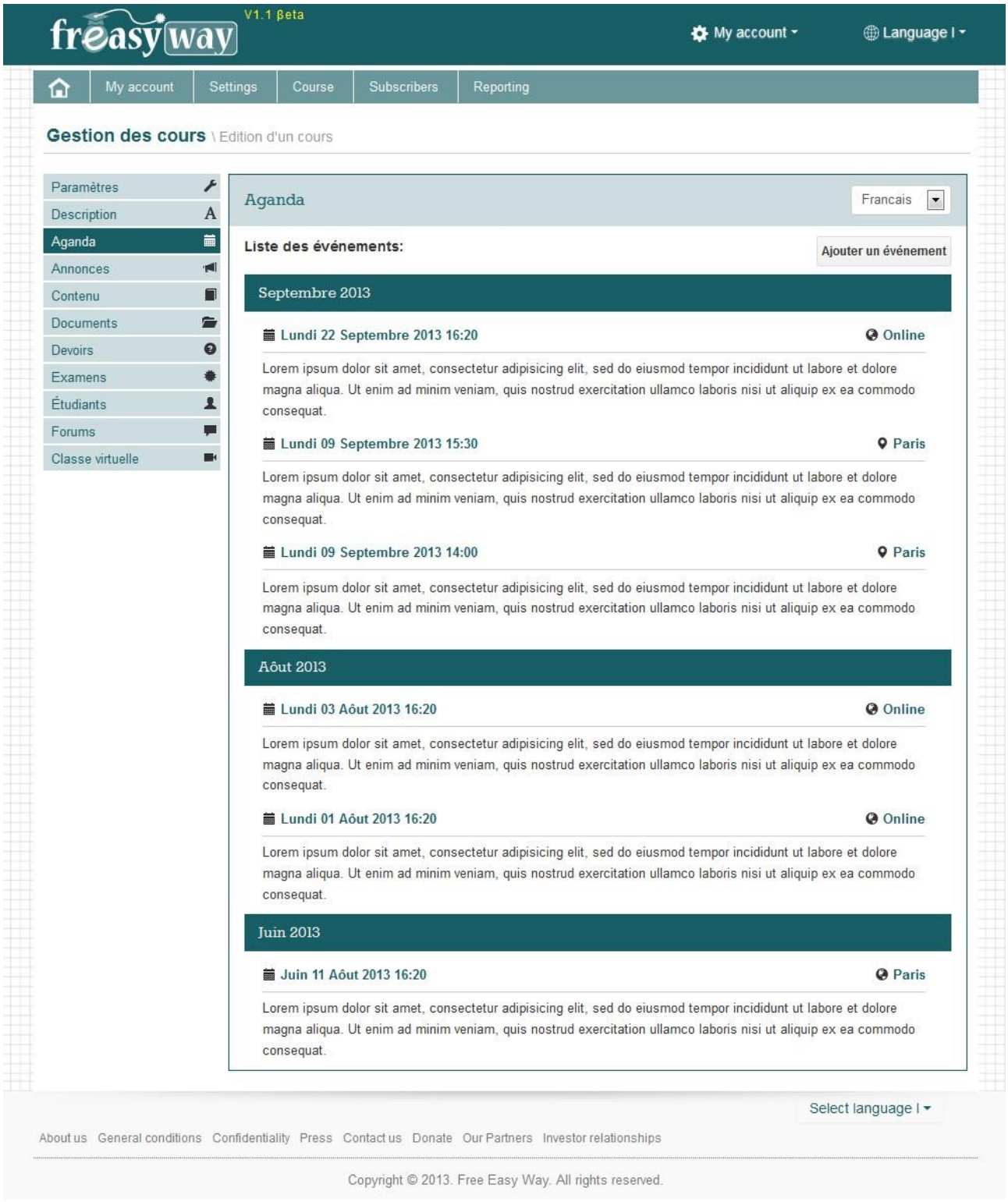

Illustration # 3: The « Course agenda » tab - Listing of events.

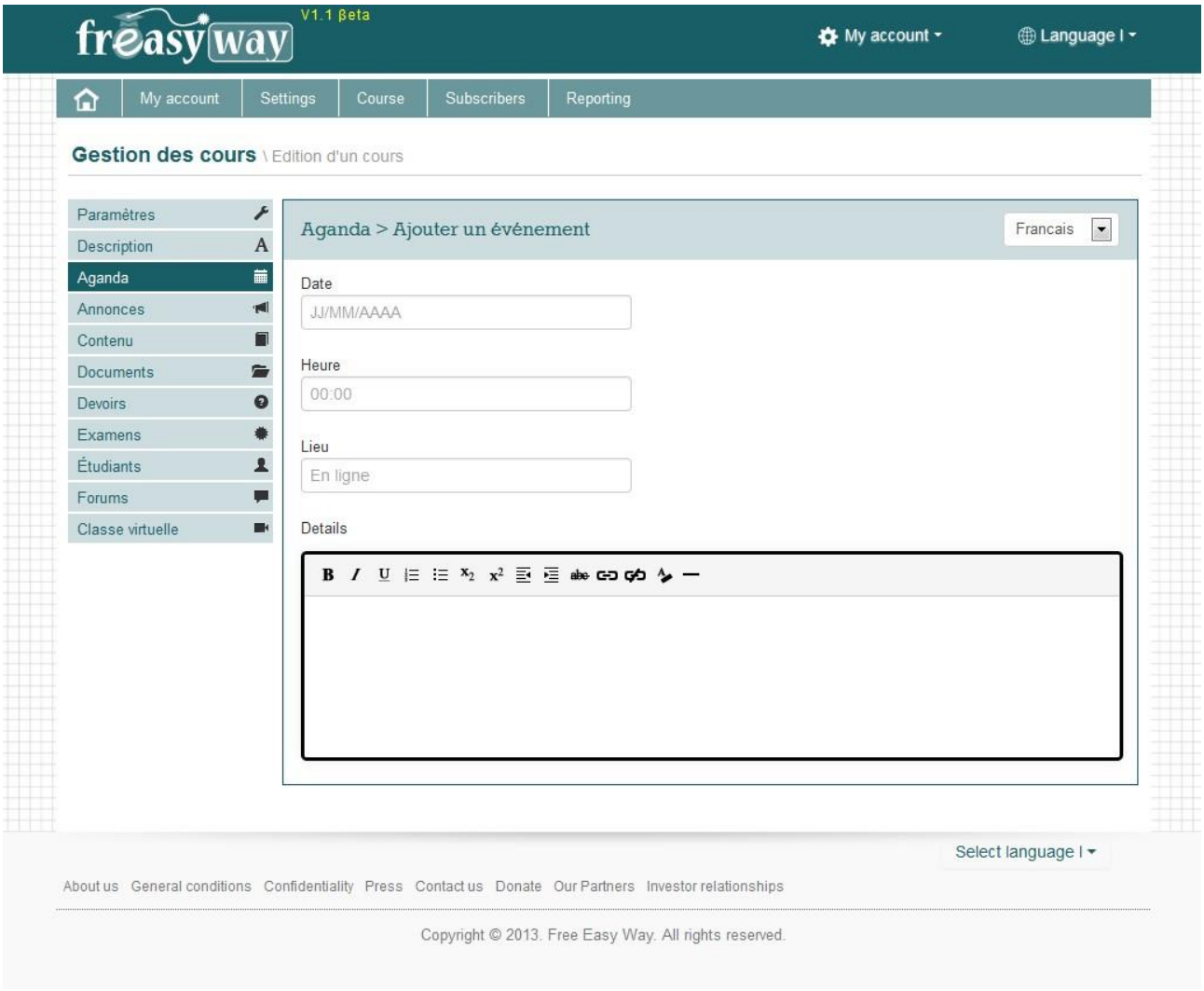

Illustration #4: The « Course agenda» tab - Adding a new event

III.4 – Announcements:

Announcement publication is displayed on the home page of the course
Registered students are informed by email and by the website interface

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The **Announcements** tool allows the teacher or the trainer assigned to the course to post announces regarding the course. Those will be transmitted to all students by email or by notifications via the website interface (see *illustration n°5 and n°6*).

Each announce is characterized by:

- Announce title
- Announce details
- Notification channels : e-mail and/or via site

Illustration # 5: The « Announces » tab - Listing announces.

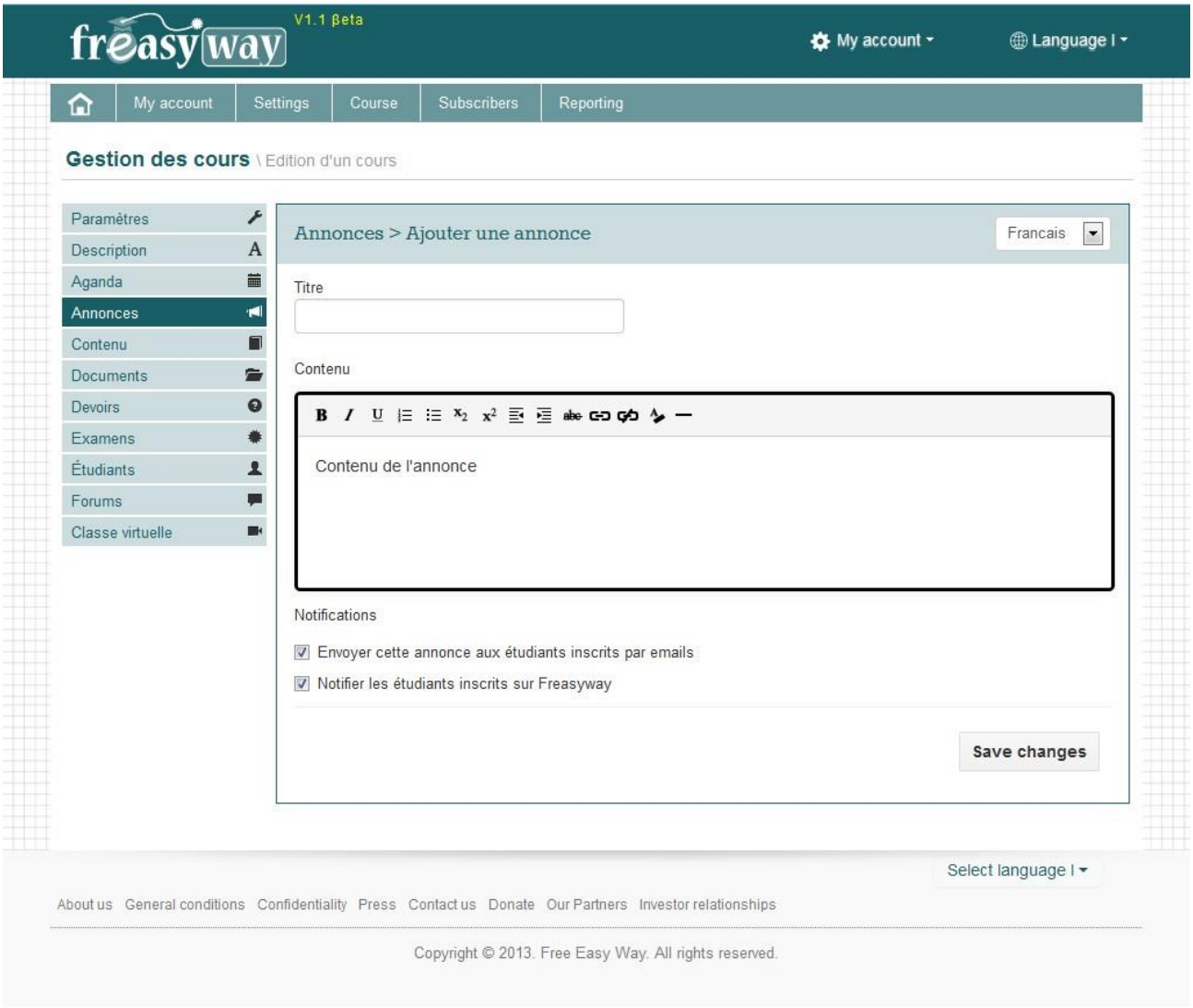


Illustration # 6: The « Announces » tab- Adding a new announce.

III.5 – Content:

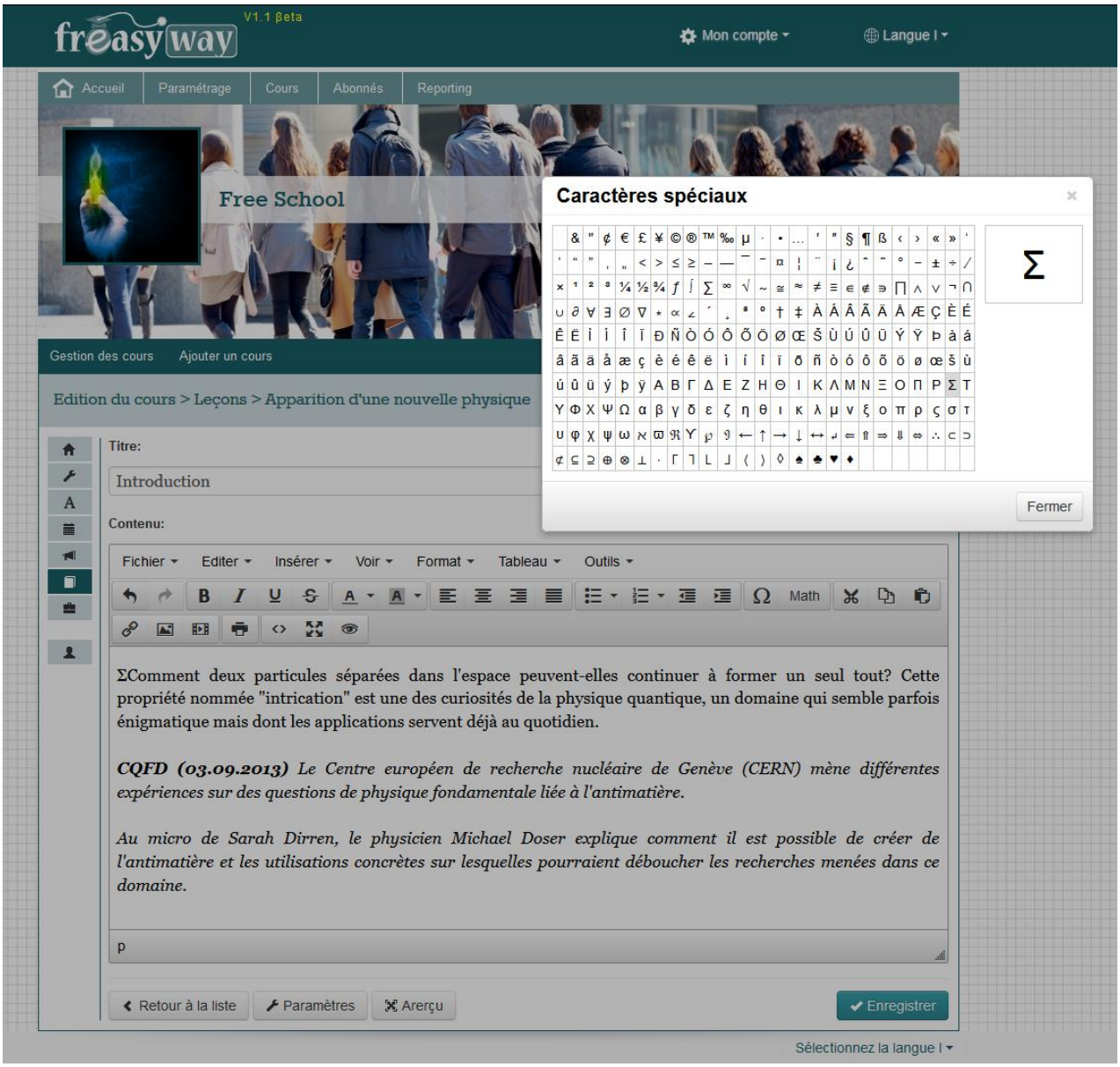
Creation of an interactive course composed by customizable sections
There are various types of sections: text, images, sounds, videos, etc.

The **Content** tool enables the teacher or the trainer to create a course composed by several sections (see *illustration n°7, n°8 and n°9*).

These sections can be: **text, images**, **embedded videos**, **embedded audio**, **embedded flash animations**, **documents to download** or **activities** (questionnaires).

The goal of using this method is to present a course that is well- structured and interactive, allowing the system and the teachers to evaluate the progress of all registered students.

Illustration # 7: The « Content » tab- Creation of the learning path.



Illustration# 8: The « Content » tab- Example of editing a text area.

Illustration # 9: The « Content » tab- Example of editing a video area.

III. 6. Documents:

Hosting documents online (documents and multimedia)

Freasyway proposes a complete system of contents hosted and highly available. The **Documents** tool enables teachers to host, protect and share documents on the platform.

The accepted file types are:

- Documents (PDF, DOC, PPT, Excel, etc.)
- Illustrations and images
- Video sequences
- Audio recordings
- Flash animations

Note: The video sequences are automatically converted in flash format for a better website integration.

The possibility to integrate these documents in the course content can be achieved through three methods (cf *III.5 –Content*):

1. Integration of links to a document in **Text** type sections
2. Automatic integration (**embed**) of multimedia documents in the following sections : **Images**, **Videos**, **Sounds** or **Animations**
3. Add documents in any section

III.9. Student management

Viewing the list of students registered to the course and their progress
Possibility to validate or cancel the registrations

The **Students** tab enables access to four screens:

1. List of registered students
2. List of students awaiting validation of their registration
3. List of students banned or deleted from the class
4. Import of an email address file (students) for inviting them to attend the course online
   (Freasyway has created a complete and evolved routing system ready-to-use for allowing institutions handle their mailing tasks regarding their students, without paying extra fees related to the use of the routing system)

Illustration 10: « Student management » - Registered students.

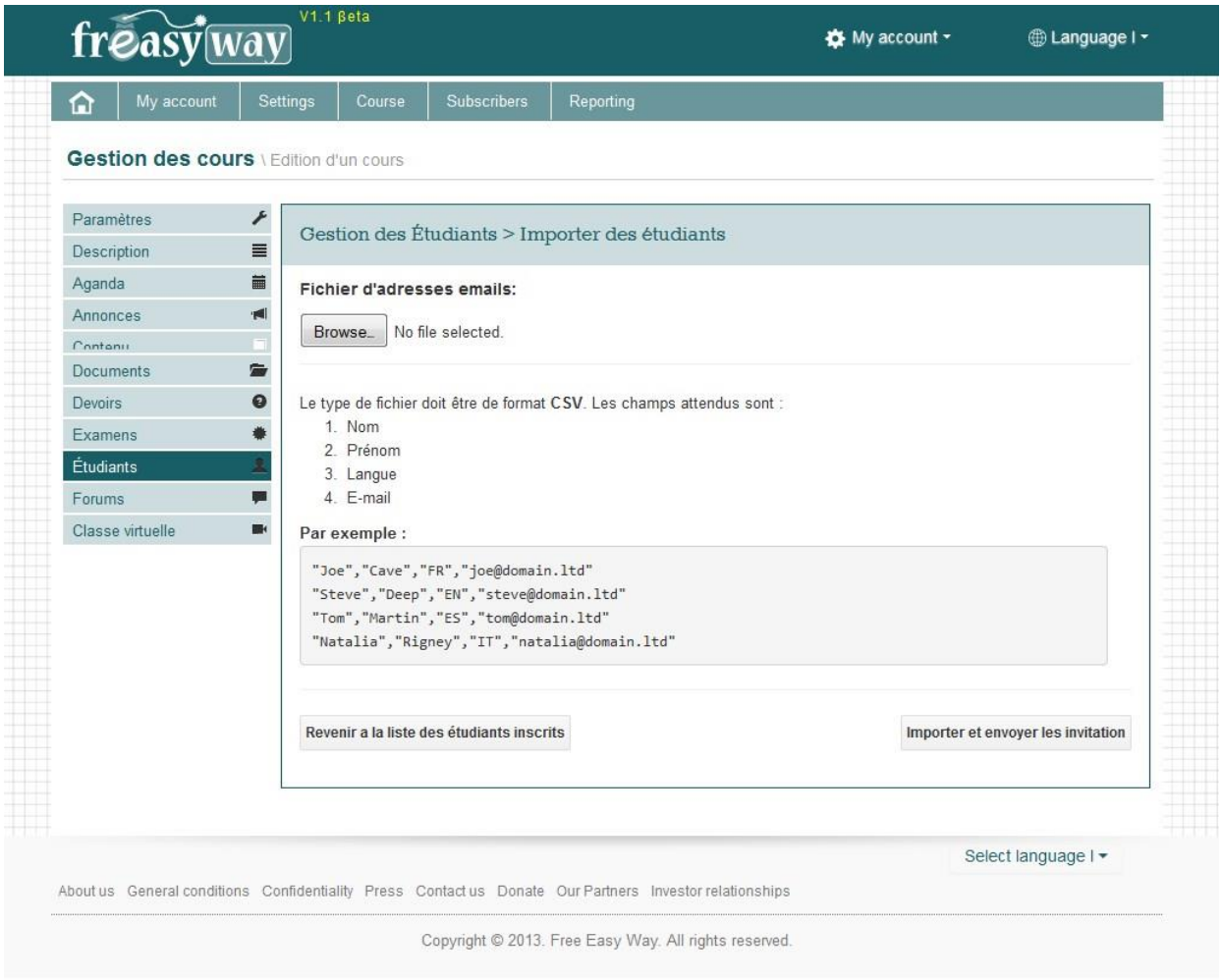


Illustration 11: « Student management » - Import students.

III.10 – Forums:

A communication environment dedicated to all registered students
The forum can be organized into themes and subthemes

The **Forums** tool is accessible both from the students' section and the institutions' section. At the same time, in order to be able to moderate the forums, the teachers or the trainers assigned to the course must log first to the <<institutions>> section.

Teachers have the possibility to create themes and sub-themes (see *illustration n°12: buttons « Add a category» « Add a Forum »*).

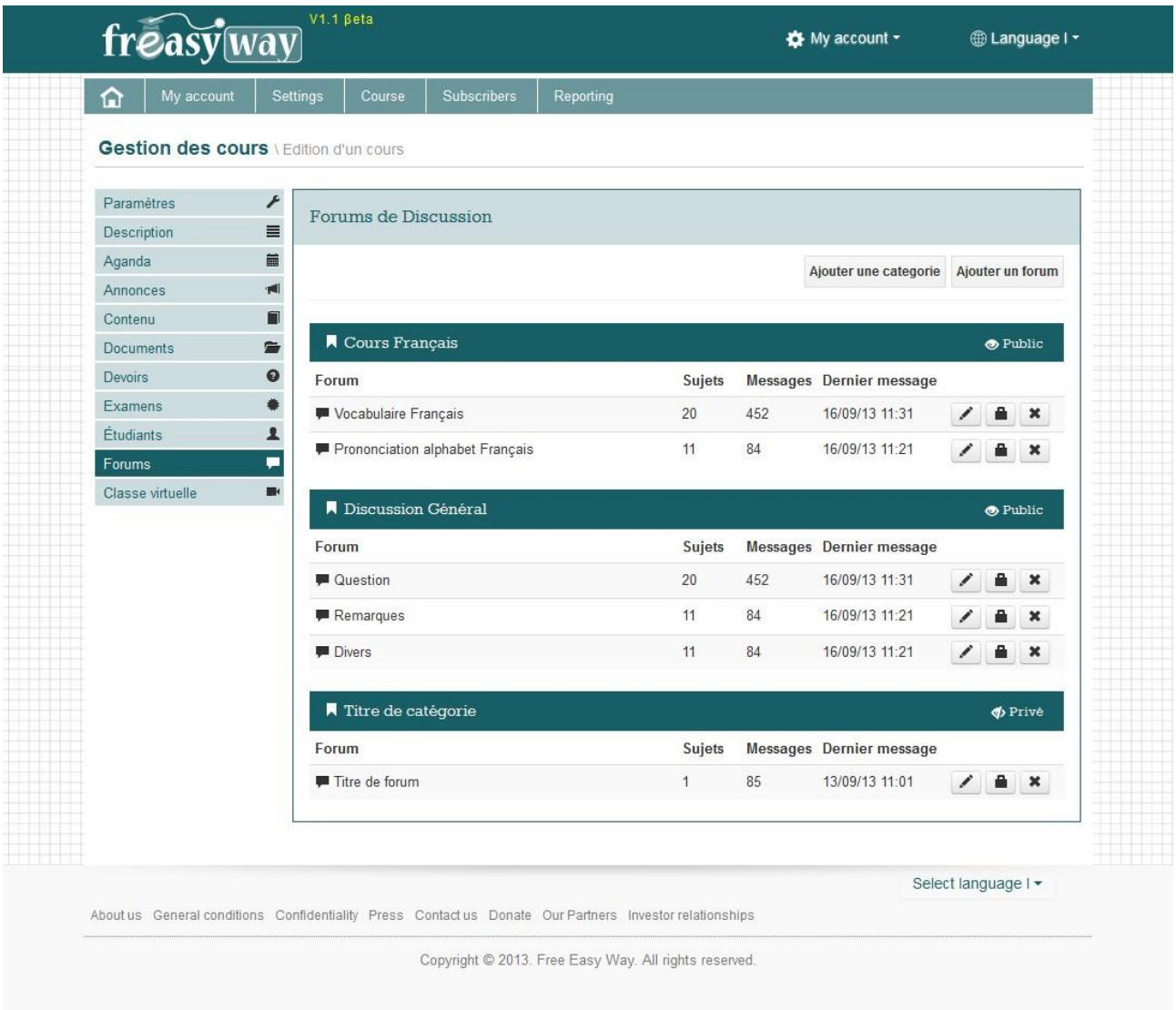


Illustration 12: « Forums » tab - List of discussion forums.

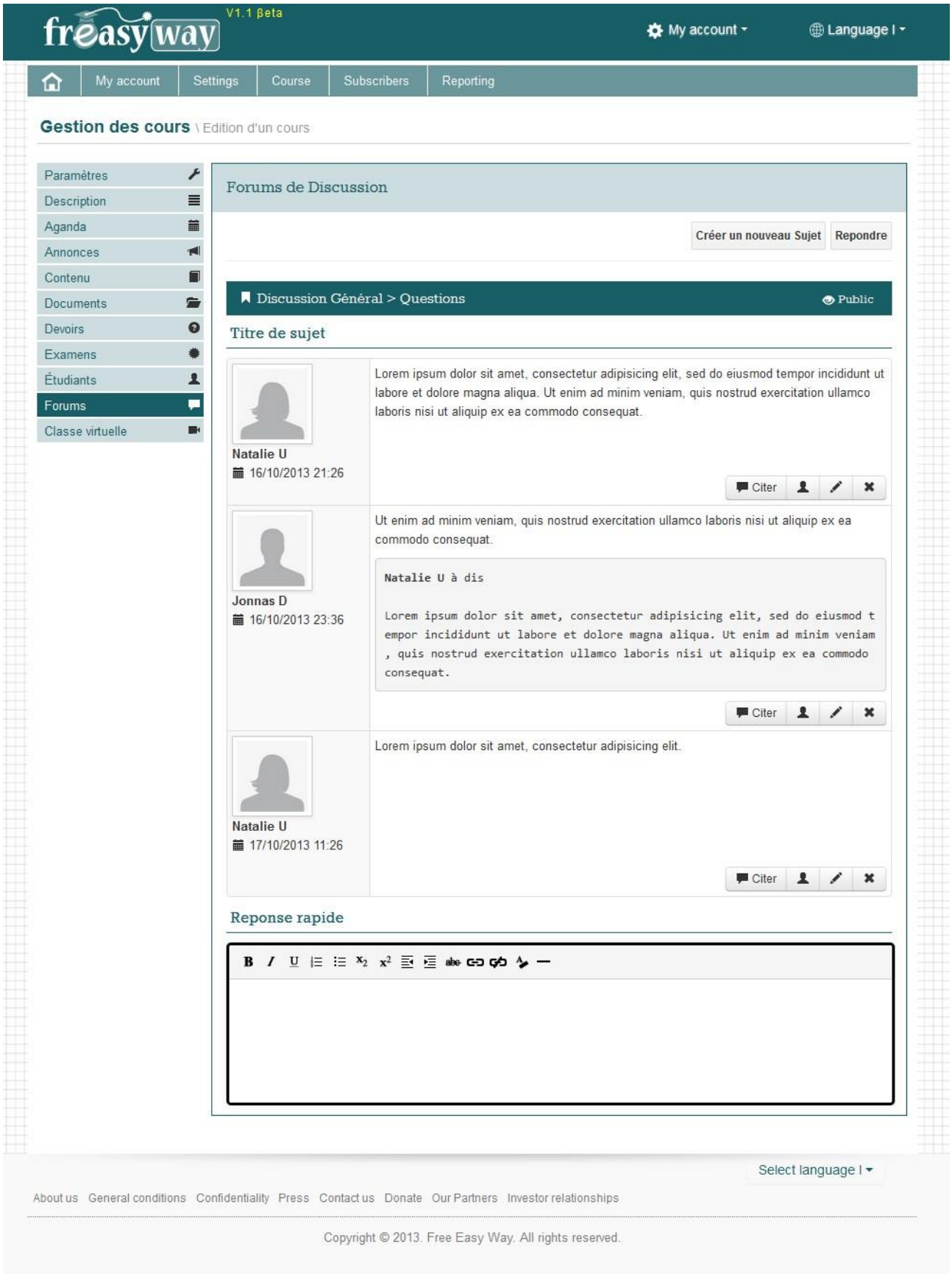


Illustration 13: « Forums » tab- Checking a topic.

III.11 – Virtual class:

The virtual class allows students and trainers to reunite in real time
They can easily talk, see each other, visualize documents, videos, etc.

Trainers are able to check the schedules sessions or the archives. They can also create new sessions.

The virtual class creation form contains the following fields:

- ✓ Reads
- ✓ Session date
- ✓ Maximum number of students able to join the virtual class
- ✓ Public access or restricted to the registered students.

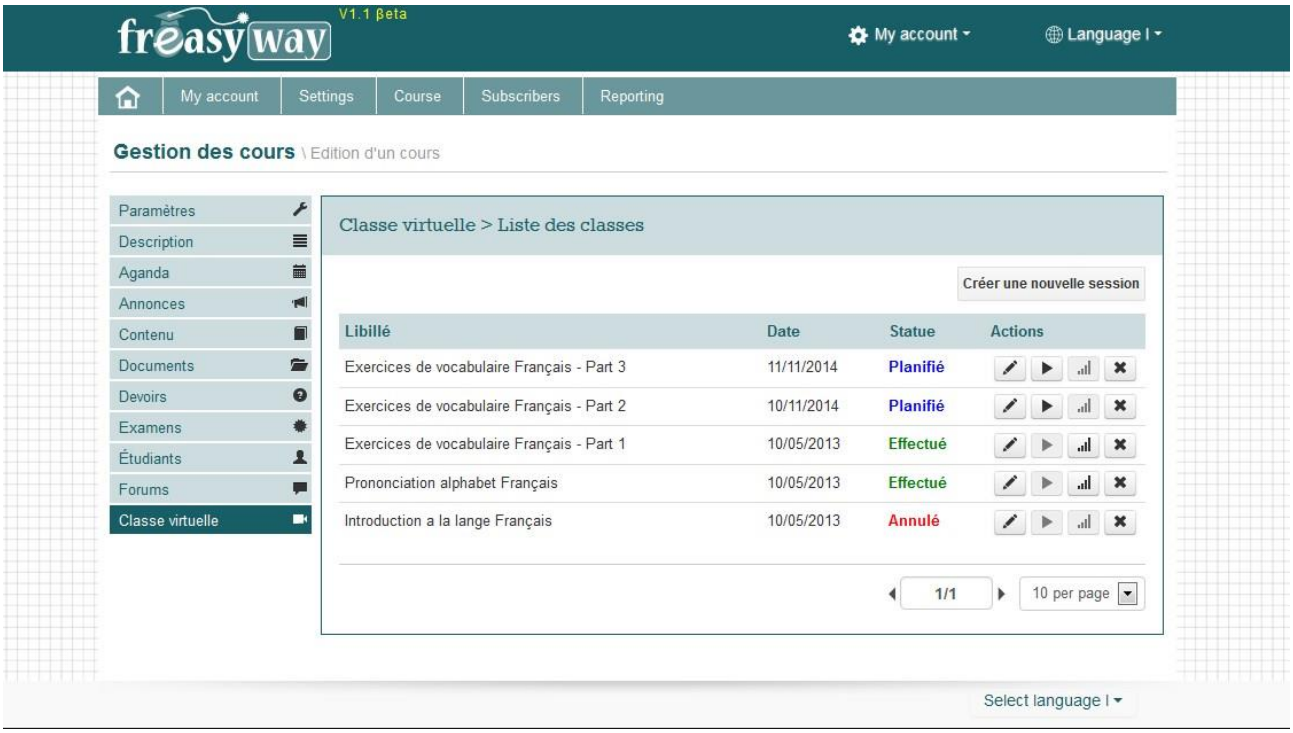


Illustration 14: « Virtual class »tab – List of courses.

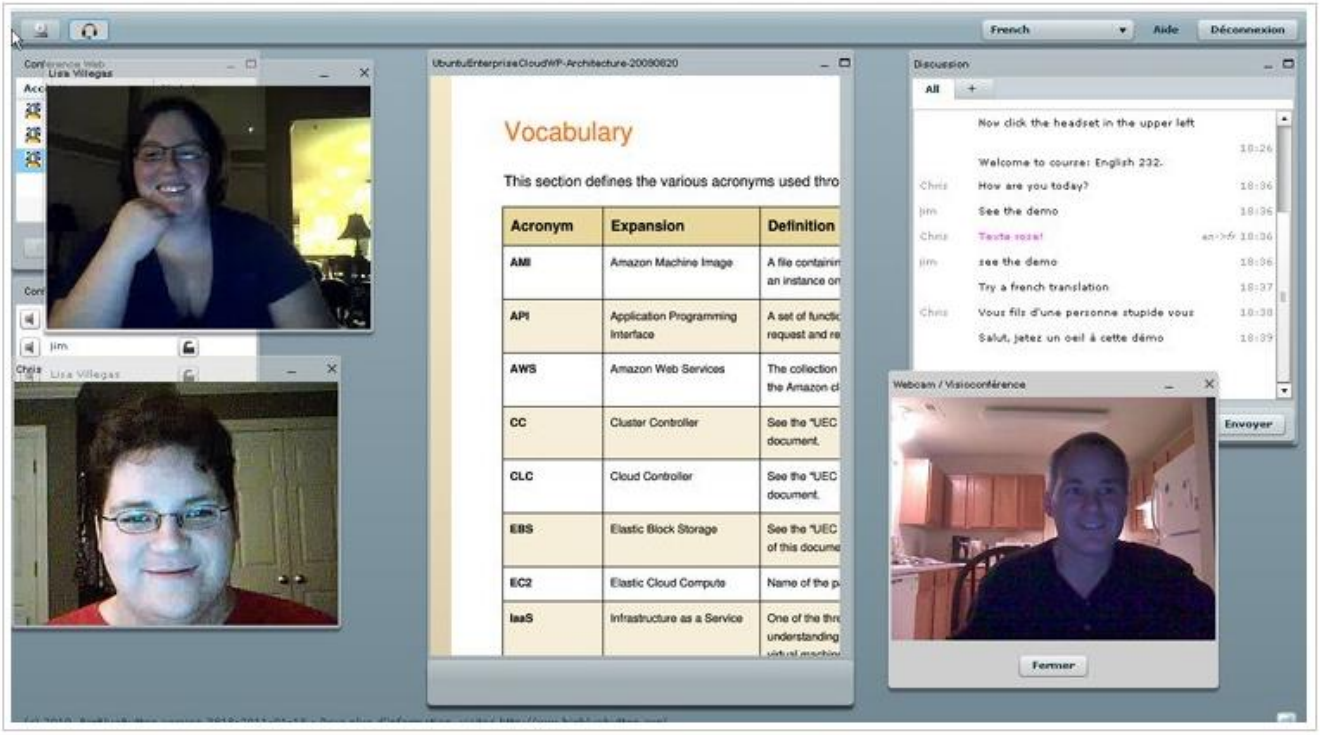
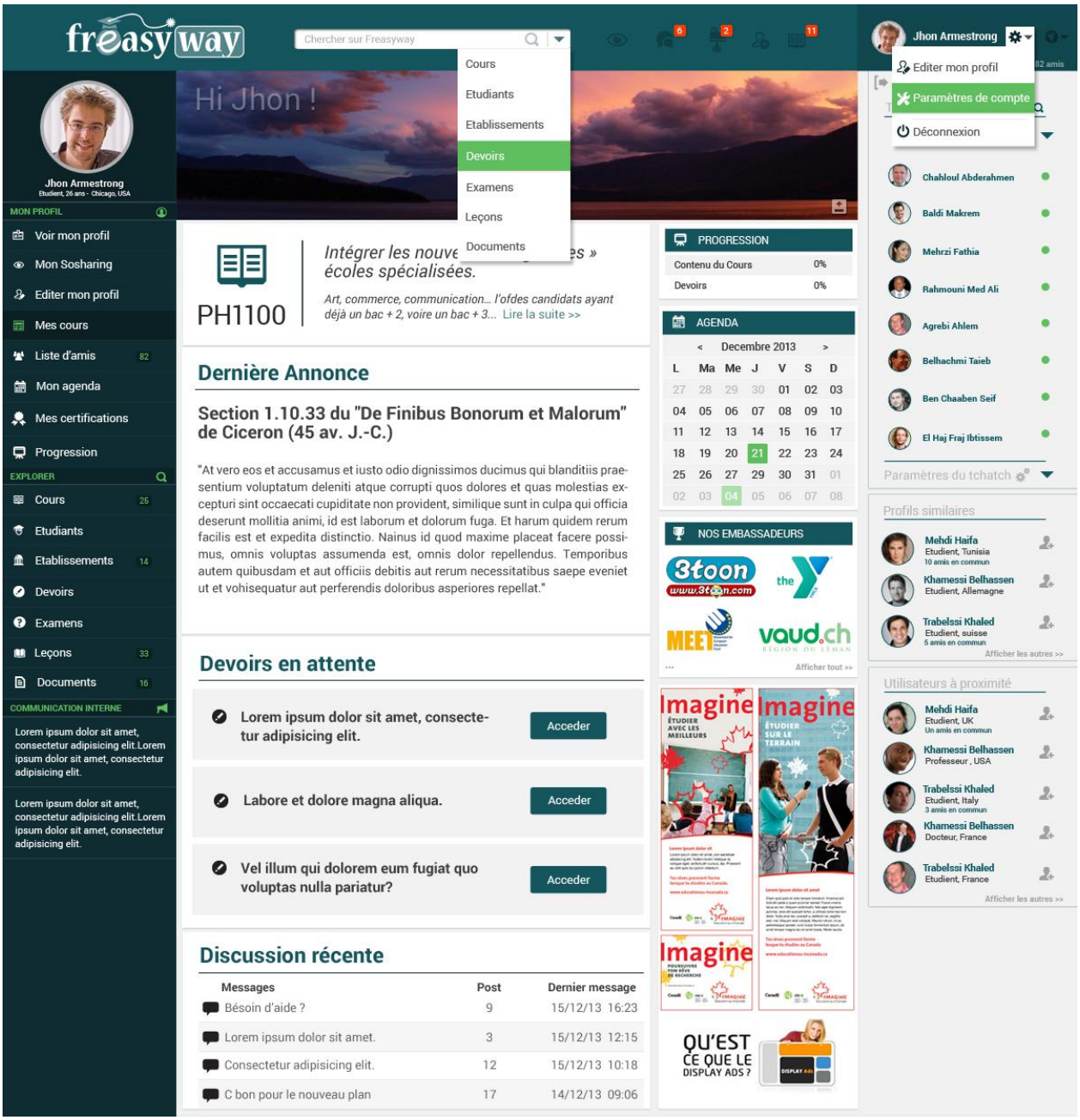


Illustration 15: Online session of a virtual class

IV – Ideas and future possibilities:

- Add a « certification » module or « graduation » where the trainer can provide students certificates at the end of the studies « for the graduated courses »in the « Learning Center »
- Private messaging module synchronized between students and teachers.
- Statistics module for each course (number and charts indicating the progress regarding course access, number of document downloads, etc.)
- Creation of several course contents with different structures that can automatically adapt to the students' knowledge level.
- Adding a section in the students' profiles, mentioning the certifications obtained at the end of each course.
- Import courses from other **LMS** (Learning management system http://fr.wikipedia.org/wiki/Learning_management_system) such as **Moodle**.
- Customized individual home page for the teachers: containing list with future events, summary of students' activities, recent messages posted on the course forum, etc.



STUDENT HOME PAGE - CONNECTED