

THE MOBILE IT LAB
TRAINING
DAY THREE

Creation of activities



Creating activities and surveys

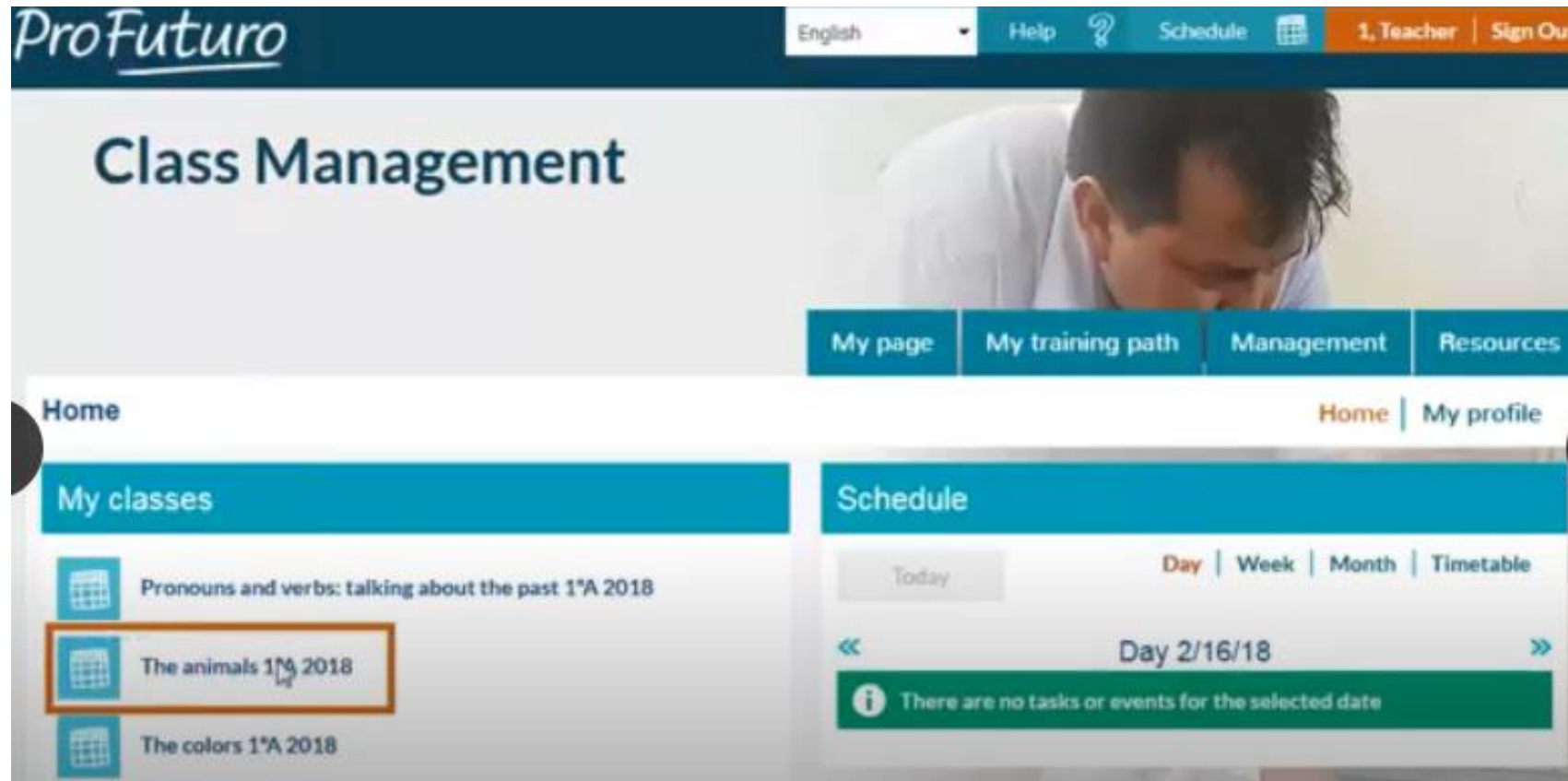


Activities: Face- to- face task activity

- Allows you to record the scores associated with classroom actions on the platform so the grades can be taken into account for the final score of the class.

Creating a face- to- face task

- Select a class



The screenshot displays the ProFuturo Class Management interface. At the top, the ProFuturo logo is on the left, and navigation links for English, Help, Schedule, and user information (1, Teacher | Sign Out) are on the right. Below the header, the main title "Class Management" is centered. A navigation bar contains "My page", "My training path", "Management", and "Resources". The "Home" section includes a "Home | My profile" link. The "My classes" section lists three classes: "Pronouns and verbs: talking about the past 1^A 2018", "The animals 1^A 2018" (highlighted with a red box), and "The colors 1^A 2018". The "Schedule" section shows a calendar view for "Day 2/16/18" with a message: "There are no tasks or events for the selected date".

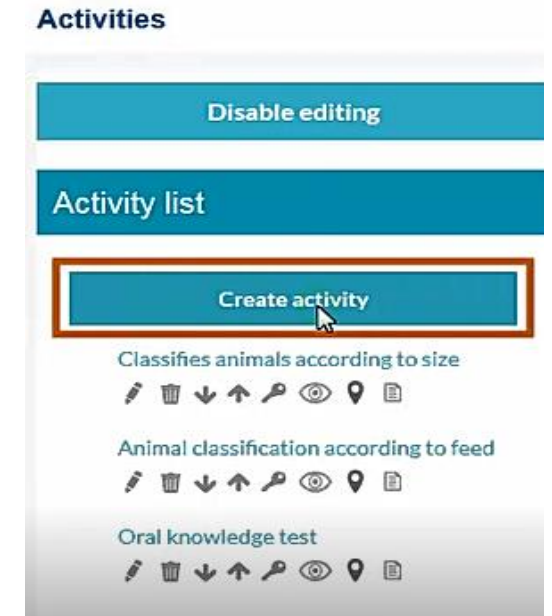
1. Click on “activities” to enable editing



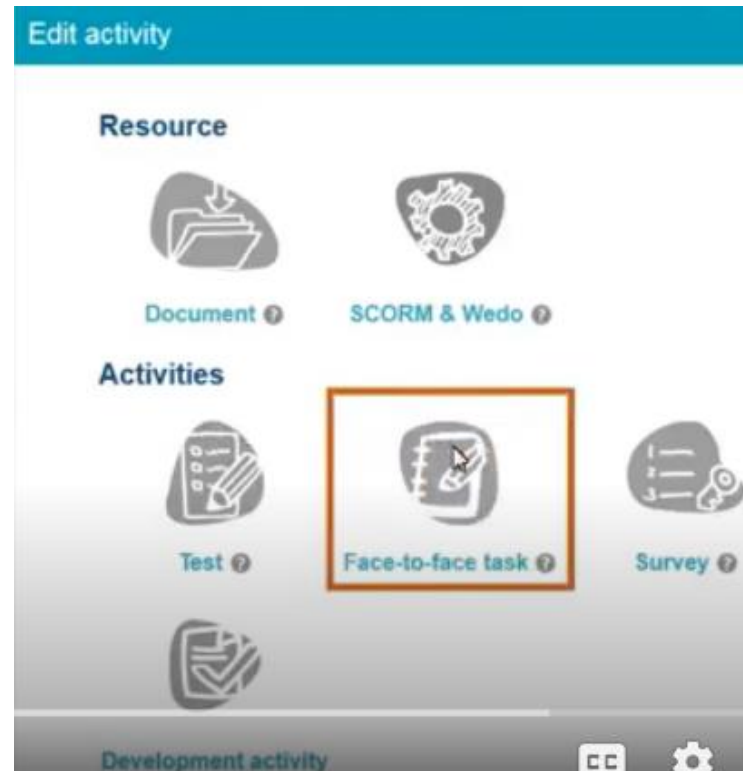
2. Click on “enable editing”



3. Click on “create activity”

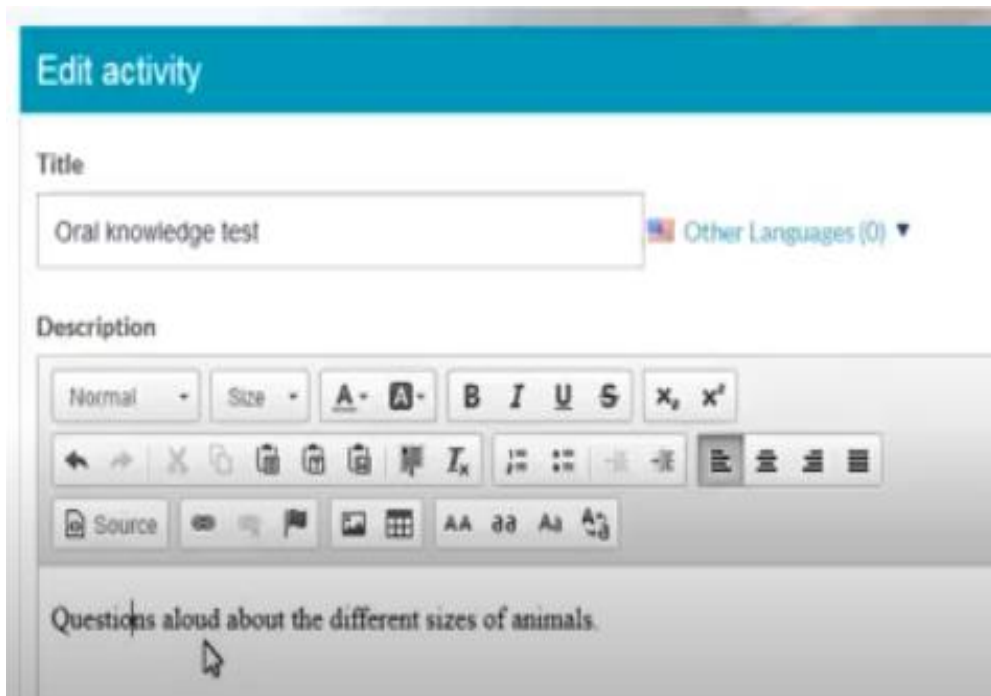


4. Select the type of activity



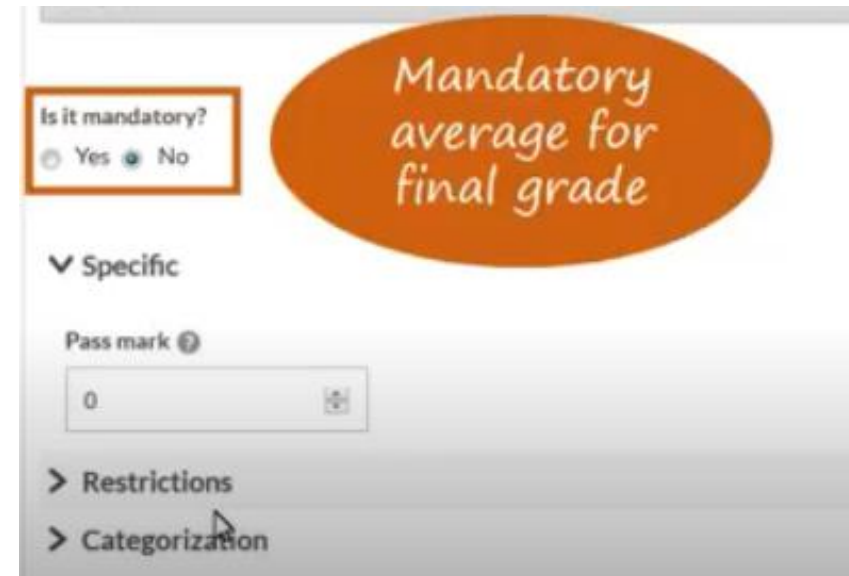
Complete the information and create the activity.

1. Give activity a title and brief description.



The screenshot shows the 'Edit activity' interface. At the top, there is a blue header with the text 'Edit activity'. Below this, there is a 'Title' field containing the text 'Oral knowledge test' and a language selection dropdown set to 'Other Languages (0)'. Underneath is a 'Description' field with a rich text editor toolbar. The toolbar includes options for text color, size, bold, italic, underline, strikethrough, bulleted list, numbered list, link, unlink, and source. The description text reads 'Questions aloud about the different sizes of animals'.

2. Select if the activity is mandatory. If you would like to have the score counted to the final score of the class.



The screenshot shows the 'Is it mandatory?' setting. The 'No' radio button is selected. A handwritten note in an orange oval says 'Mandatory average for final grade'. Below this, there is a 'Specific' section with a 'Pass mark' field set to '0'. At the bottom, there are expandable sections for 'Restrictions' and 'Categorization'.

Specific: Assign necessary mark to pass the activity. Between 0 and 100. Then click on save.

Is it mandatory?
 Yes No

▼ Specific

Pass mark ⓘ

0

> Restrictions

> Categorization

Once activity is completed, you can access it in the activity list.

Activity list

Create activity

Classifies animals according to size

Animal classification according to feed

> Oral knowledge test



When you access the activity you are shown the list of students and you can record their score then click “save”.

Oral knowledge test

Questions aloud about the different sizes of animals.

Student browser

Name and/or surnames of the student Status

| Name | Mark |
|--|--|
|  pascal, Charlotte | Uncorrected <input type="button" value="Mark >"/> |
|  Santos, Izabel | Uncorrected <input type="button" value="Mark >"/> |

Mark

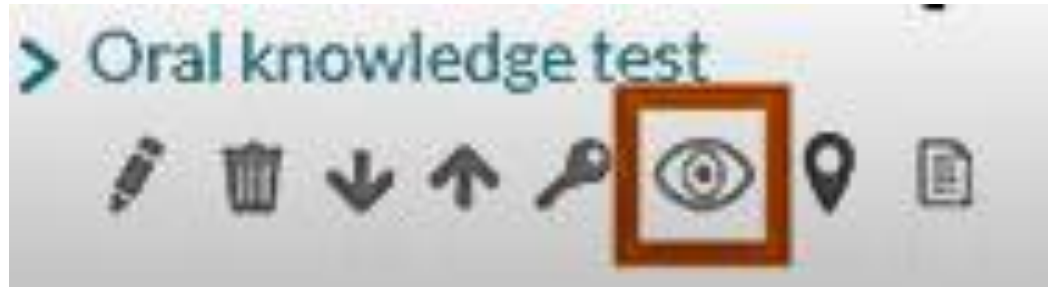
Mark

Comment

Mark: Record score

Comment: Give feedback

You can display grades for students to see by leaving the eye open

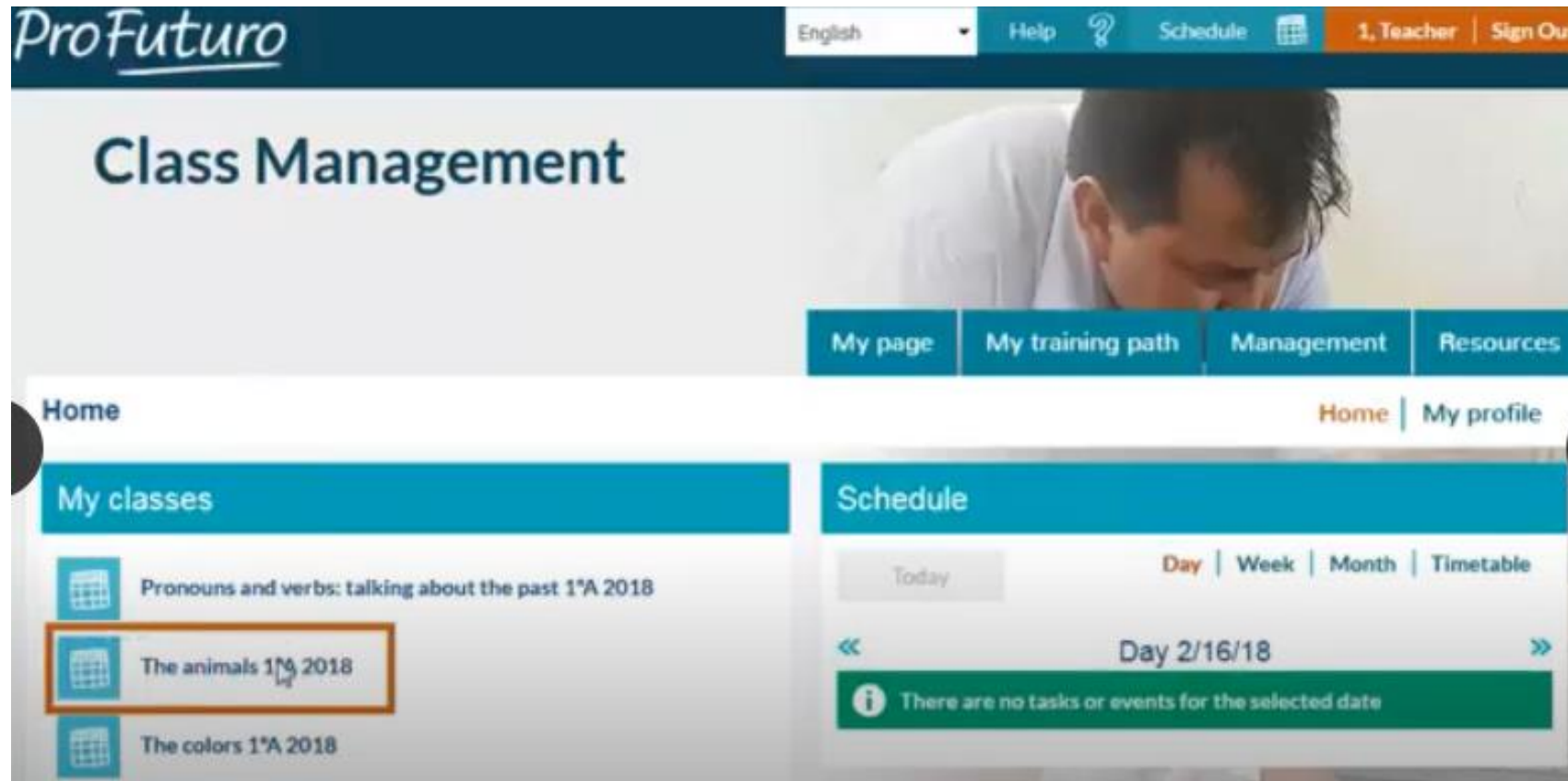


- If you do not want students to view their grade, shut the eye (Only you can view the grades).



Creating a survey

- Select a class



The screenshot displays the ProFuturo Class Management interface. At the top, there is a dark blue header with the ProFuturo logo on the left, and navigation links for 'English', 'Help', 'Schedule', and user information '1, Teacher | Sign Out' on the right. Below the header, the main title 'Class Management' is centered. A navigation bar contains four tabs: 'My page', 'My training path', 'Management', and 'Resources'. The 'Home' section is active, with a sub-navigation bar showing 'Home | My profile'. The 'My classes' section is highlighted in blue and contains a list of three classes, each with a calendar icon: 'Pronouns and verbs: talking about the past 1^A 2018', 'The animals 1^A 2018' (which is highlighted with an orange border), and 'The colors 1^A 2018'. To the right, the 'Schedule' section is also highlighted in blue and shows a calendar view for 'Day 2/16/18'. The calendar view includes a 'Today' button, navigation arrows, and a message: 'There are no tasks or events for the selected date'.

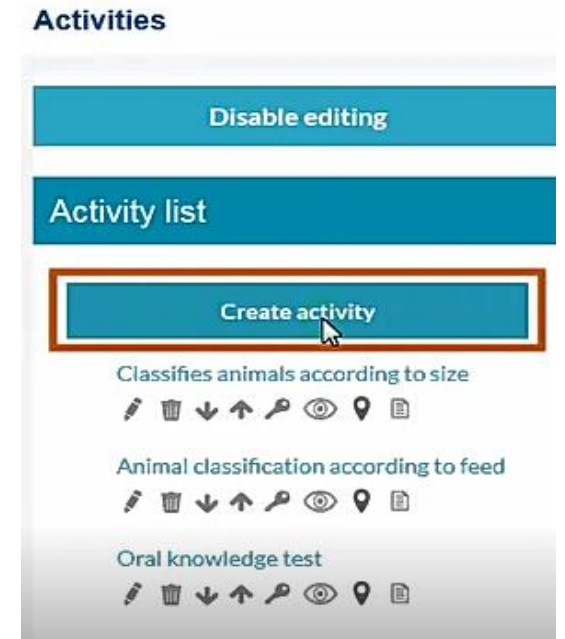
1. Click on “activities” to enable editing



2. Click on “enable editing”



3. Click on “create activity”



4. Select the type of activity



Click “restrictions” if you want to set a start and end date, then click “save”.

▼ Restrictions

Start date

Establish start date ?

End date

Establish end date ?

Previous activity ?

Unit

Activity

> Categorization

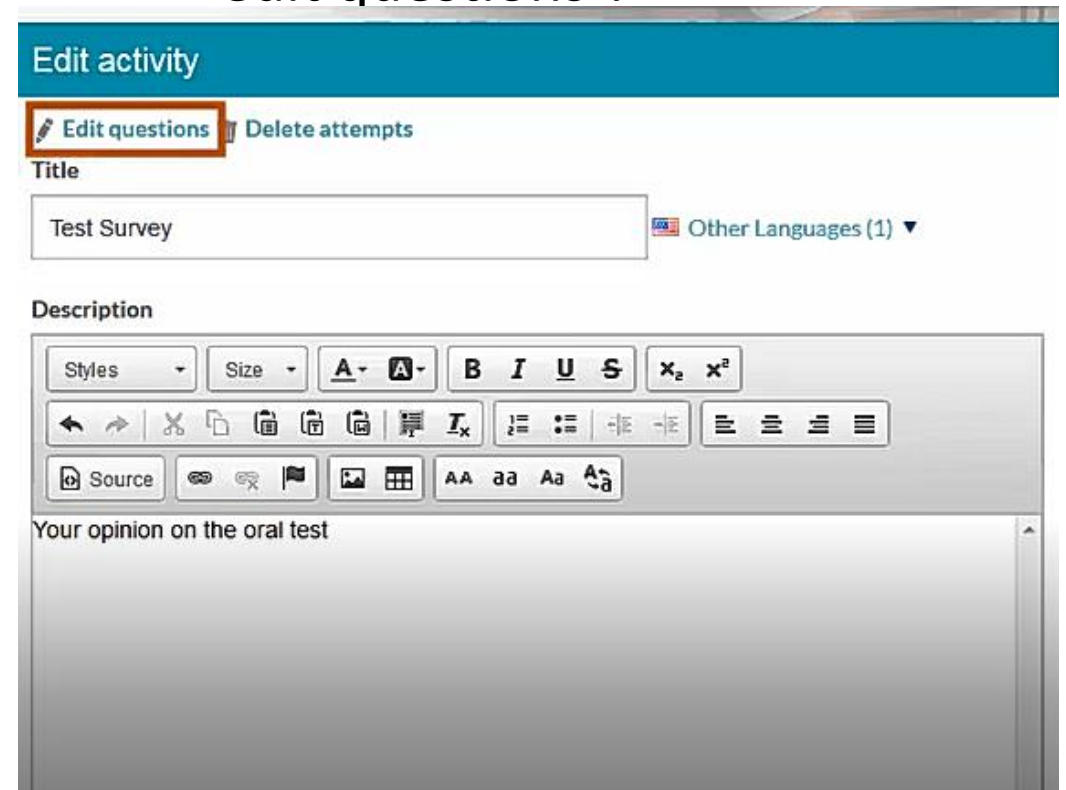
Save

Creating survey questions

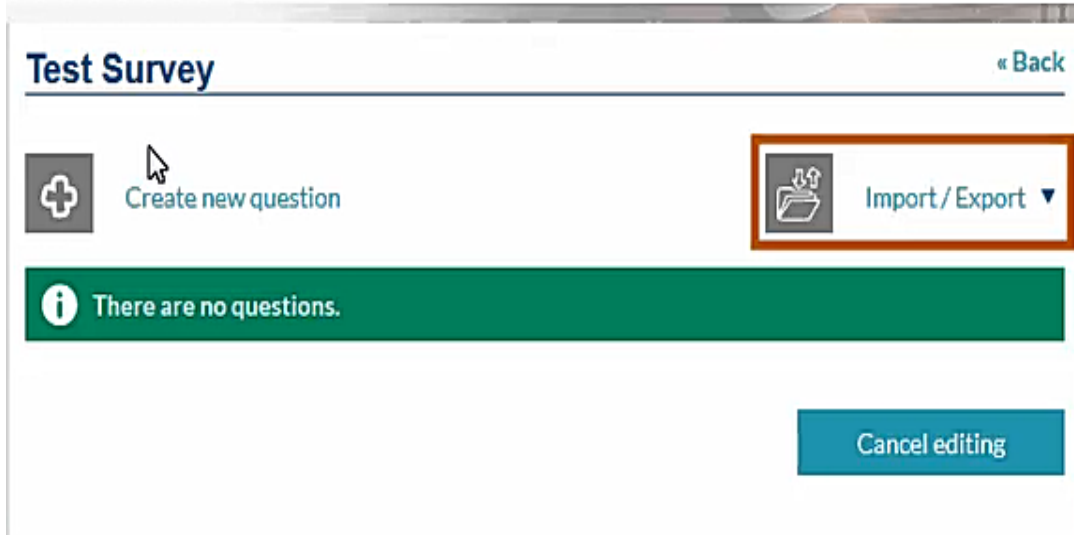
- 1. Click on the edit button of the survey.



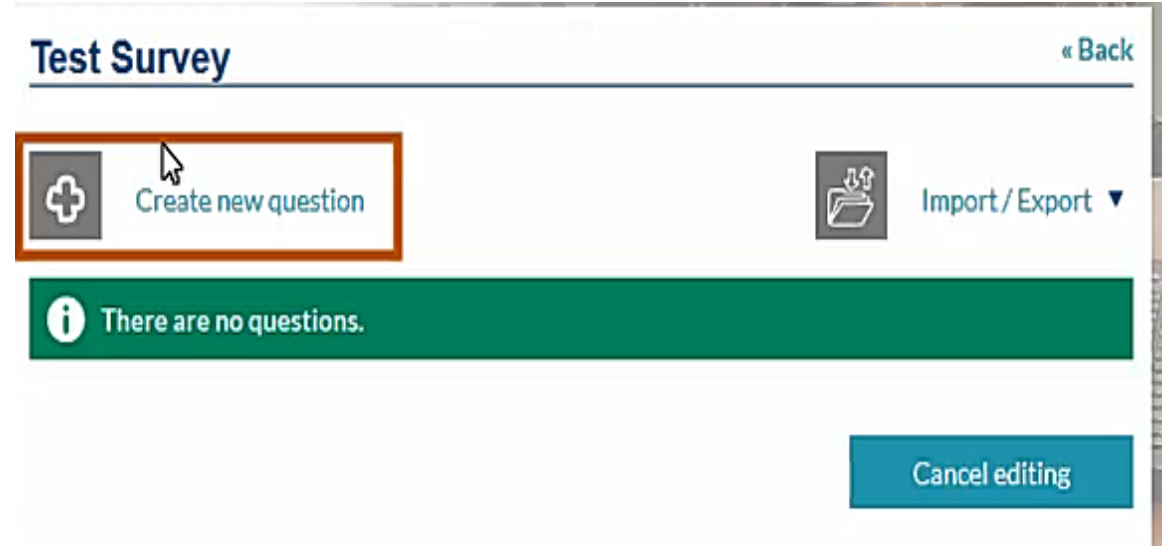
- 2. On the note card, click on "edit questions".

A screenshot of the "Edit activity" interface for a survey. The interface has a blue header bar with the text "Edit activity". Below the header bar, there are two buttons: "Edit questions" (with a pencil icon) and "Delete attempts" (with a trash can icon). The "Edit questions" button is highlighted with a red rectangular box. Below the buttons, there is a "Title" field containing the text "Test Survey" and a language dropdown menu showing "Other Languages (1)". Below the title field, there is a "Description" section with a rich text editor. The rich text editor has a toolbar with various icons for text formatting (bold, italic, underline, strikethrough, text color, background color), alignment (left, center, right, justified), and other functions (undo, redo, link, unlink, source, insert, table, font size, font color). Below the toolbar, the text "Your opinion on the oral test" is visible in the editor area.

You can mass import questions if you have a previous survey.

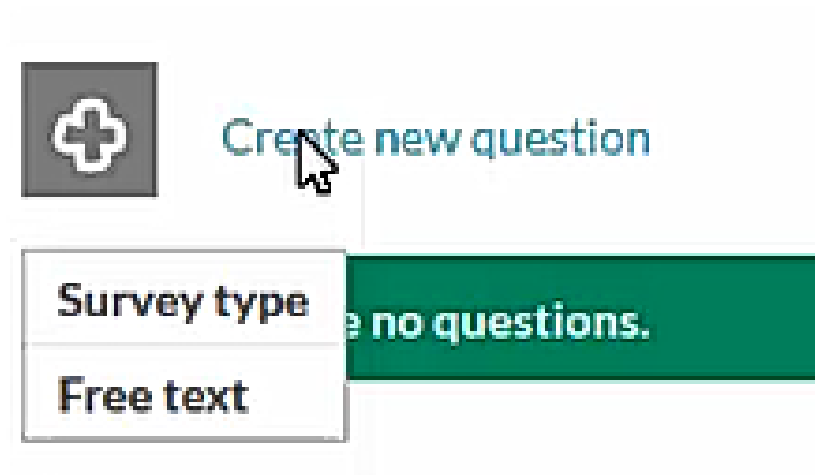


Create new questions by clicking “create new question” .



They are two types of questions

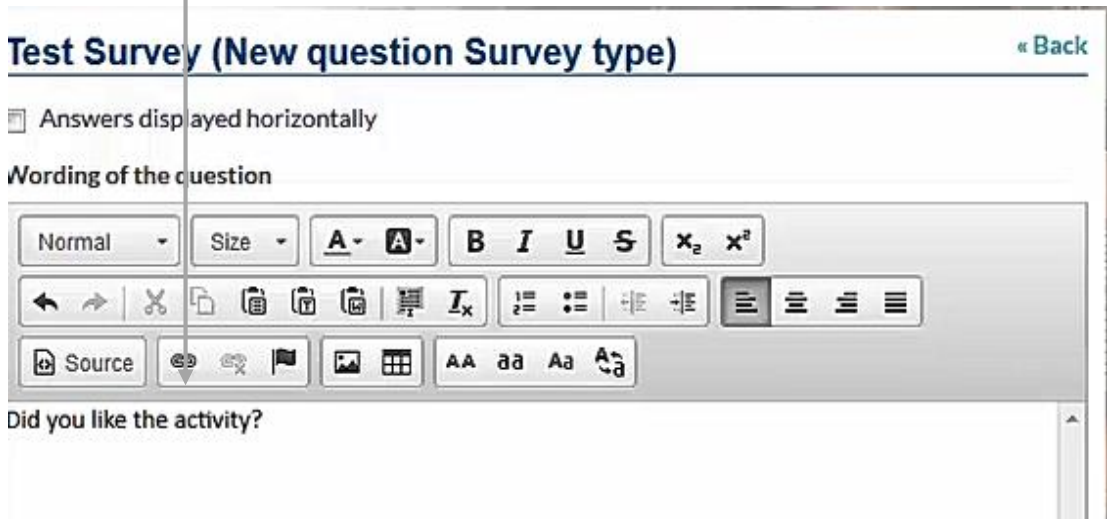
- 1. Survey type
- 2. Free text



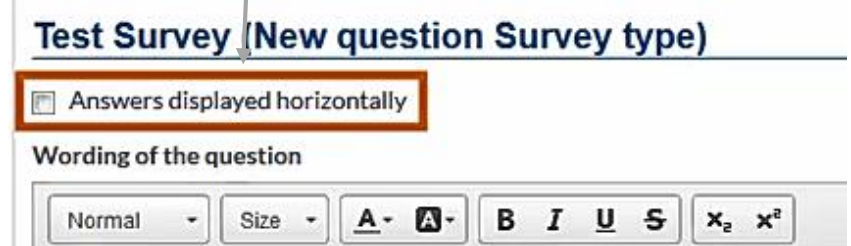
Survey type questions

Write a question and several answer choices

1. Write the question



3. Answers can be displayed horizontally instead of in list form.



2. Answer choices



Then click on "save"



Free text questions

1. Write question.

Test Survey (New question Free text)

Wording of the question

Normal Size A- A- B I U S x₂ x²

← → ✂ 📄 📄 📄 📄 I_x ☰ ☰ ☰ ☰

Source 🔗 🗣️ 🚩 🖼️ 📊 AA aa Aa ↕

What did you like most?

Test Survey



Survey type

Free text the activity?

2. Click "save".

Vording of the question

Normal Size A- A- B I U S x₂ x²

← → ✂ 📄 📄 📄 📄 I_x ☰ ☰ ☰ ☰

Source 🔗 🗣️ 🚩 🖼️ 📊 AA aa Aa ↕

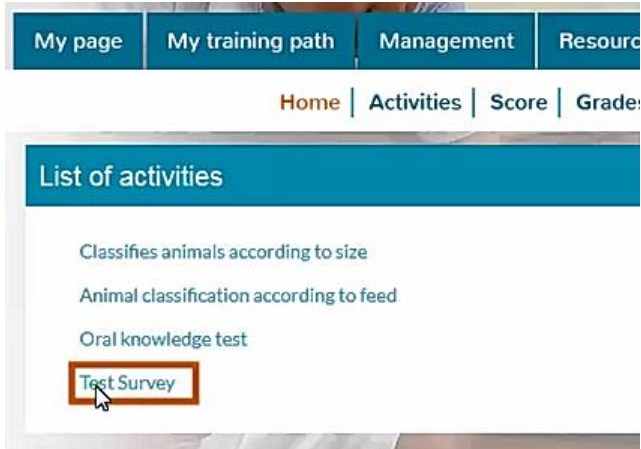
What did you like most?

body p span

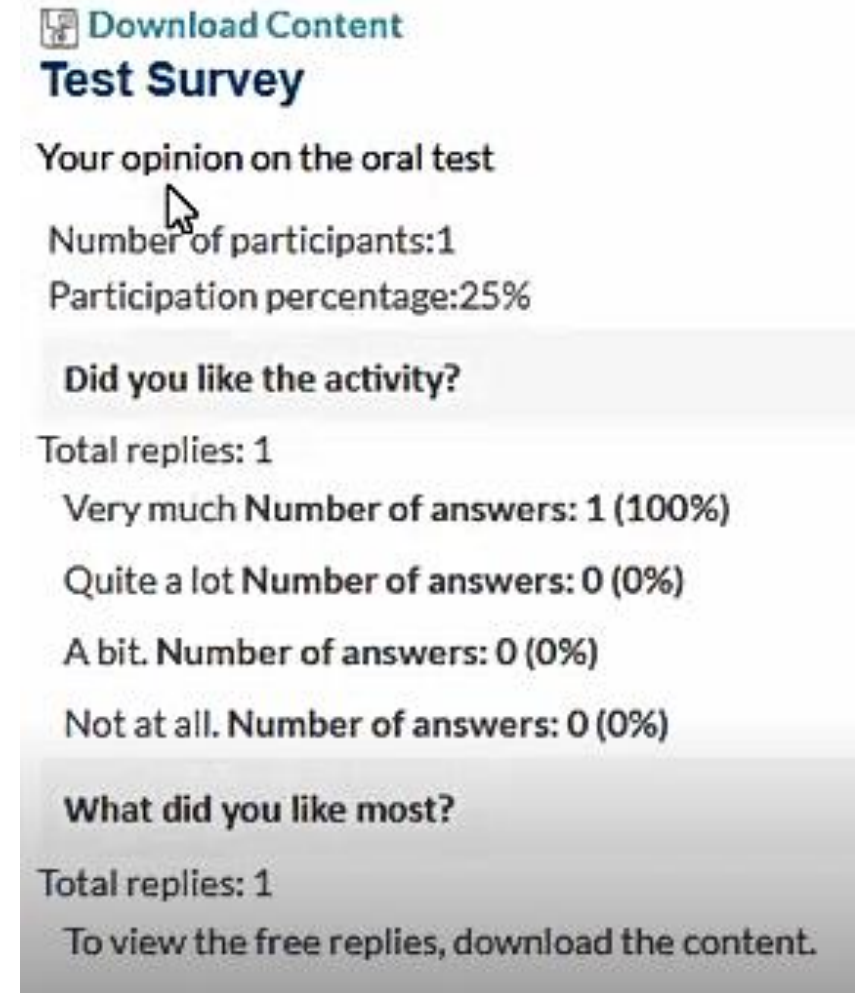
Save

Survey results

1. Click on “test survey”



2. Click on “statistics” button where the overall data is summarized.



Download content

Export all data needed to analyze.

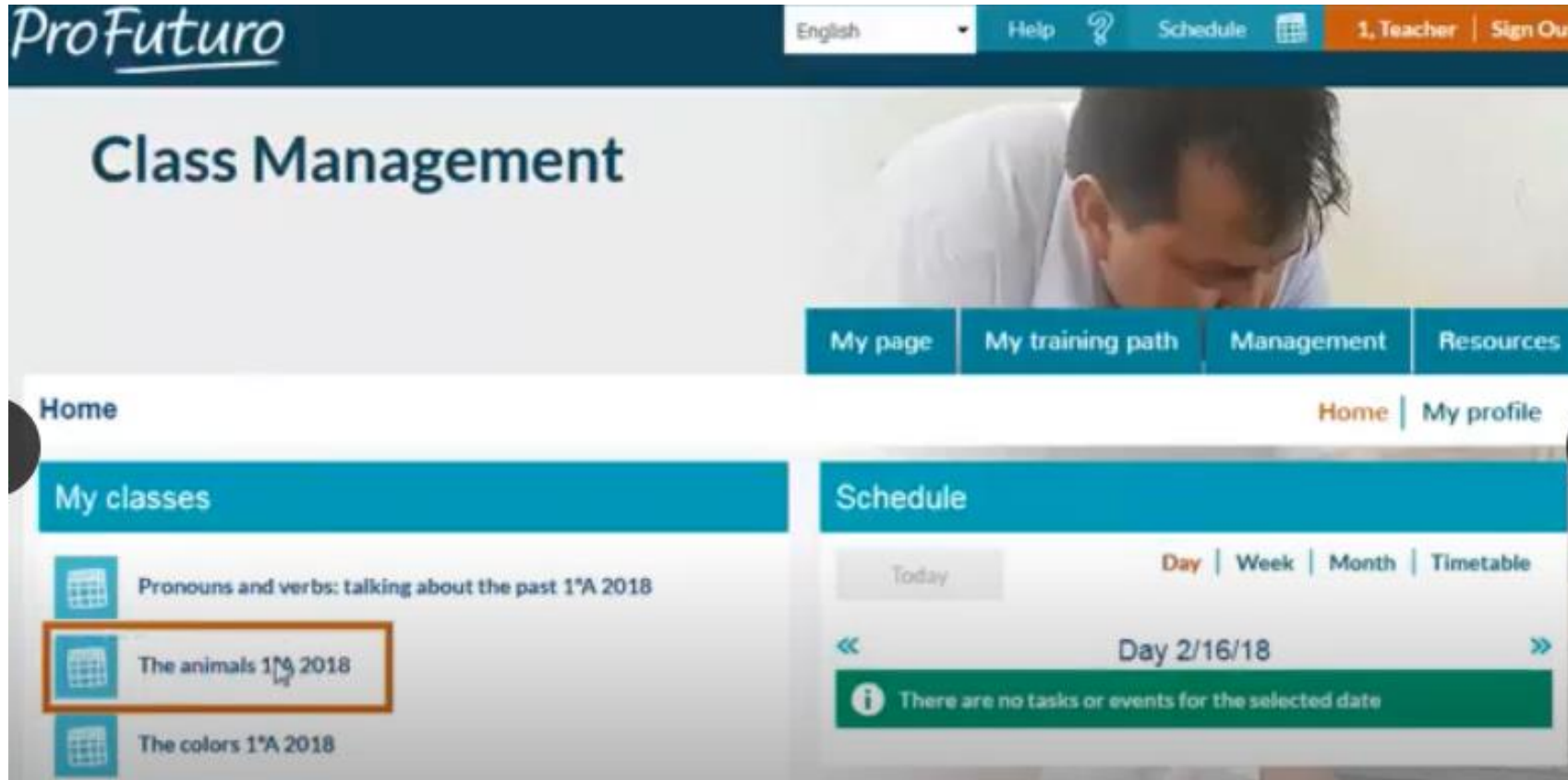


Test type activities



Creating test type activities

- Select a class



The screenshot displays the ProFuturo Class Management interface. At the top, the ProFuturo logo is on the left, and navigation links for English, Help, Schedule, and user information (1, Teacher | Sign Out) are on the right. Below the header, the main title "Class Management" is centered. A navigation bar contains "My page", "My training path", "Management", and "Resources". The main content area is divided into two sections: "My classes" on the left and "Schedule" on the right. The "My classes" section lists three classes: "Pronouns and verbs: talking about the past 1^A 2018", "The animals 1^A 2018" (highlighted with a red box), and "The colors 1^A 2018". The "Schedule" section shows a calendar view for "Day 2/16/18" with a message: "There are no tasks or events for the selected date".

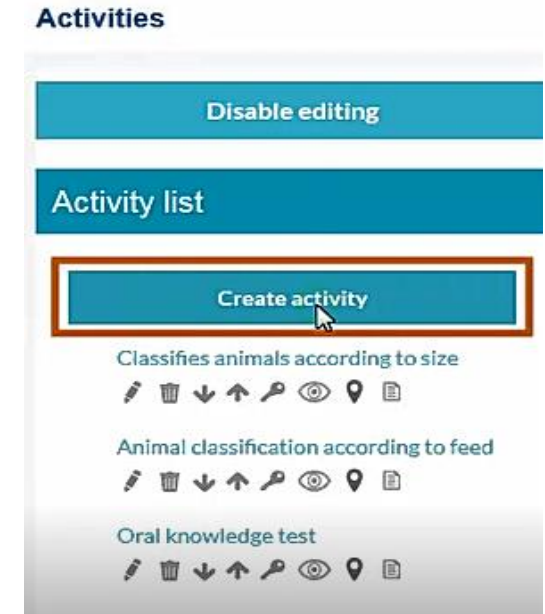
1. Click on “activities” to enable editing



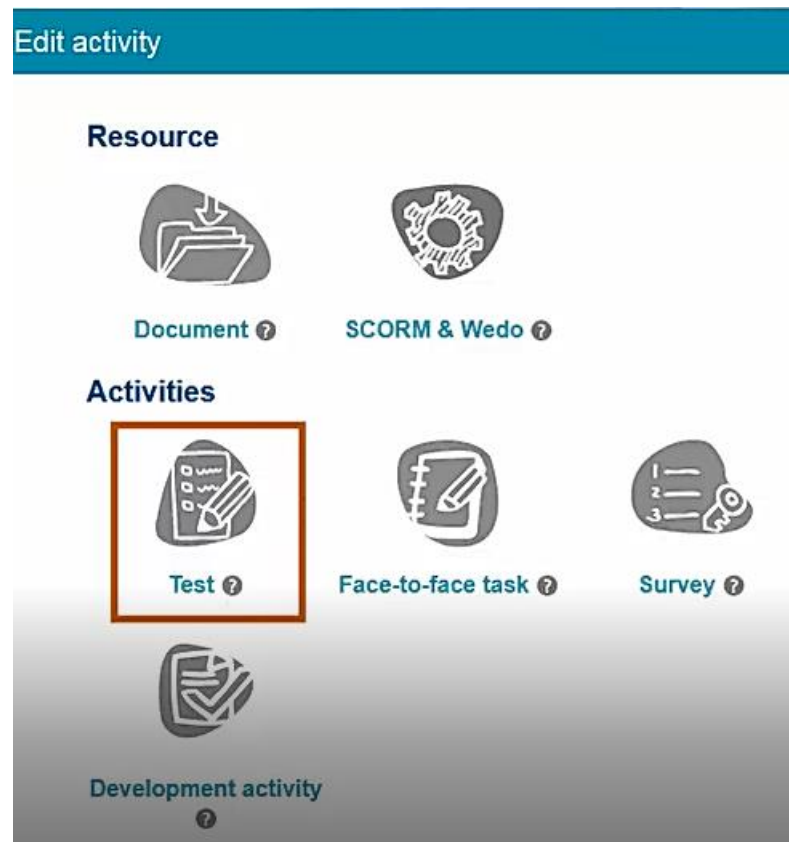
2. Click on “enable editing”



3. Click on “create activity”



4. Select the type of activity



Complete the information to create the activity.

1. Give activity a title and brief description.

2. Select if the activity is mandatory. If you would like to have the score counted to the final score of the class.

Edit activity

Title

Classifies animals according to size Other Languages (0) ▼

Description

Normal Size A- A- B I U S x_2 x^2

← → ✂ 📄 📁 📂 📅 I_x ¶ ⋮ ⋮ ⋮ ⋮ ☰ ☰ ☰ ☰

Source 🗨 🗨 🗨 🗨 AA aa Aa Aa

In this test we will see if you are able to classify the animals according to their correct size.

Is it mandatory?
 Yes No

Mandatory average for final grade

▼ Specific

Pass mark

> Restrictions

> Categorization

1. Select how many times the test can be repeated.

2. Type in the mark required to pass the test, a value between 0 and 100.

3. Feedback message at the end of test on whether or not the student passed the test.

Is it mandatory?
 Yes No

▼ Specific

Student attempts
0

Pass mark ?
0

If the student answers correctly €

If the student answers incorrectly

Random number of questions ?

Questions per page ?

▼ Specific

Student attempts
3

Pass mark ?
0

If the student answers correctly €

If the student answers incorrectly

Random number of questions ?

Questions per page ?

▼ Specific

Student attempts
3

Pass mark ?
50

If the student answers correctly ?

If the student answers incorrectly ?

Random number of questions ?

Questions per page ?

4. Random number of questions: Questions shown in a different order. If the test consists of 25 questions we can configure the questions presented to 10 random questions per student. Which minimizes the chance of cheating.

▼ Specific

Student attempts

Pass mark ?

If the student answers correctly ?

If the student answers incorrectly ?

Random number of questions ?

Questions per page ?

5. Questions per page, you're able to select how many questions to be on a page during the test.

Questions per page ?

6. Key: Students start the test at the same time. They must enter the key which you will share with them at the beginning of the test. The key comprises of uppercase, lowercase, characters etc.

Questions per page ?

Key ?

Test time ?

Hide Feedback ?

Show the correct replies wh

Show the correct replies onl

Allow marks to be improved

> Restrictions

> Categorization

7. Test time: Limit the time for completing the test. The results of students who did not finish the test within the time will not be recorded.

Questions per page ?

Key ?

Test time ?

8. The correct answers can be shown at the completion of the test:

- Hide Feedback ?
- Show the correct replies when correcting the tests ?
- Show the correct replies only when no attempts are left. ?
- Allow marks to be improved while attempts remain ?

Or when they are no attempts left.

- Hide Feedback ?
- Show the correct replies when correcting the tests ?
- Show the correct replies only when no attempts are left. ?
- Allow marks to be improved while attempts remain ?

Or allow the students to improve their marks while the attempts remain.

- Hide Feedback ?
- Show the correct replies when correcting the tests ?
- Show the correct replies only when no attempts are left. ?
- Allow marks to be improved while attempts remain ?

9. Then click "save".

- Hide Feedback ?
- Show the correct replies when correcting the tests ?
- Show the correct replies only when no attempts are left. ?
- Allow marks to be improved while attempts remain ?

> Restrictions

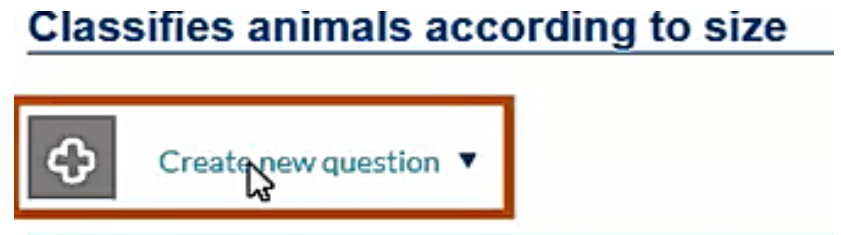
> Categorization

Create questions

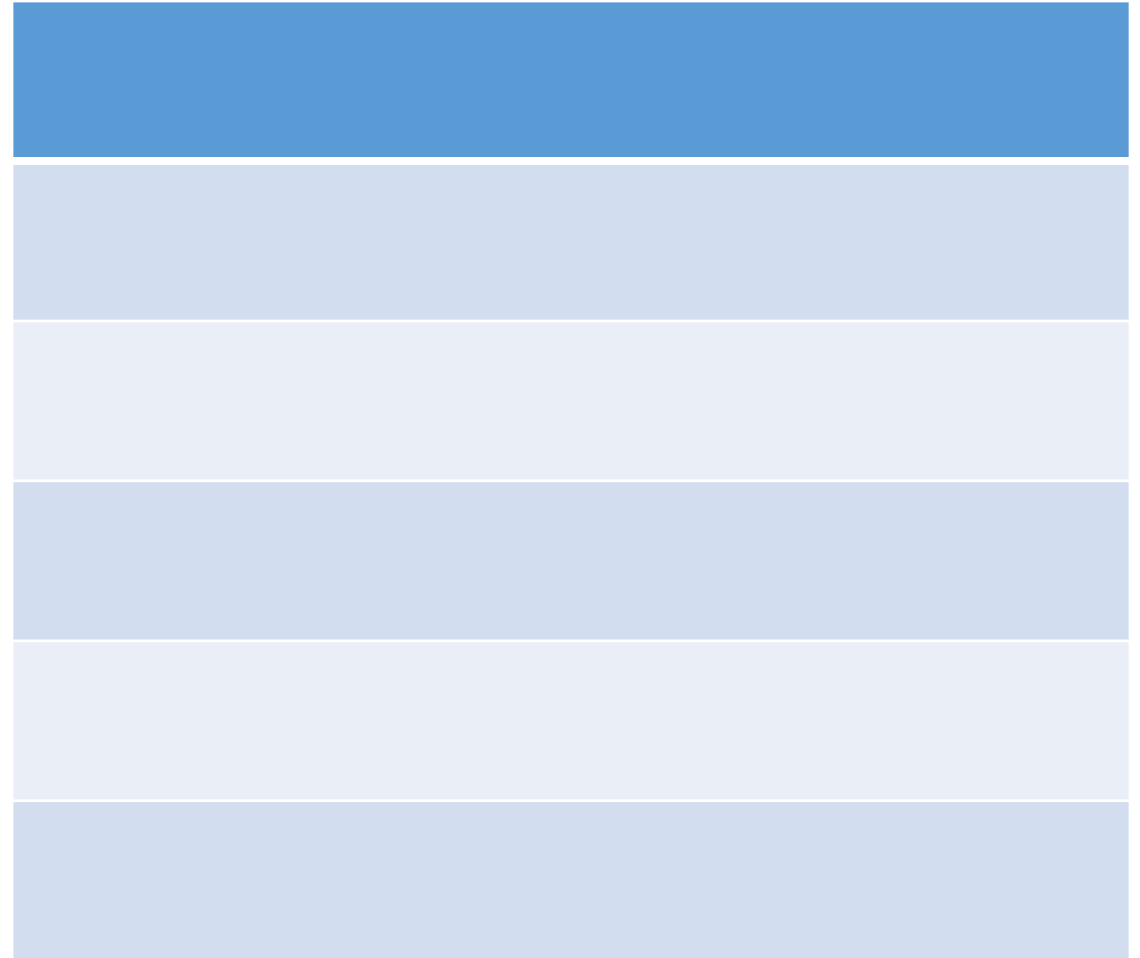
1. Click “Edit questions”



2. Click “create new question”.



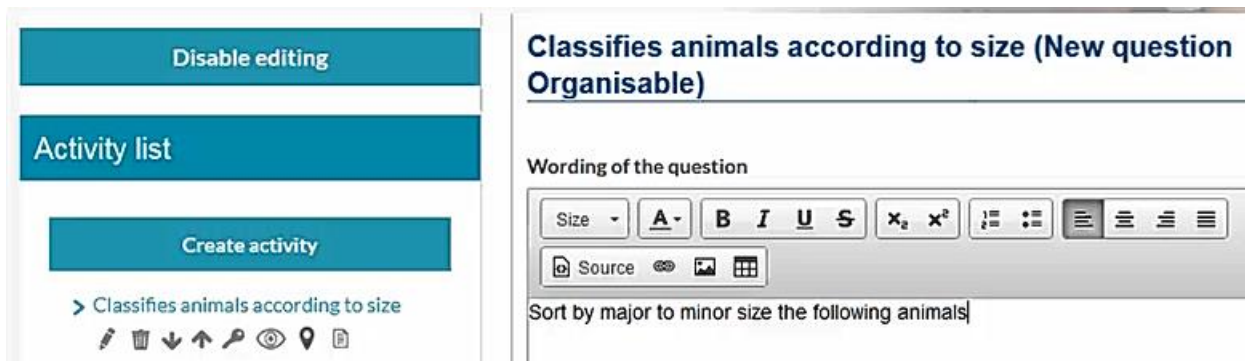
Types of questions



Organisable questions

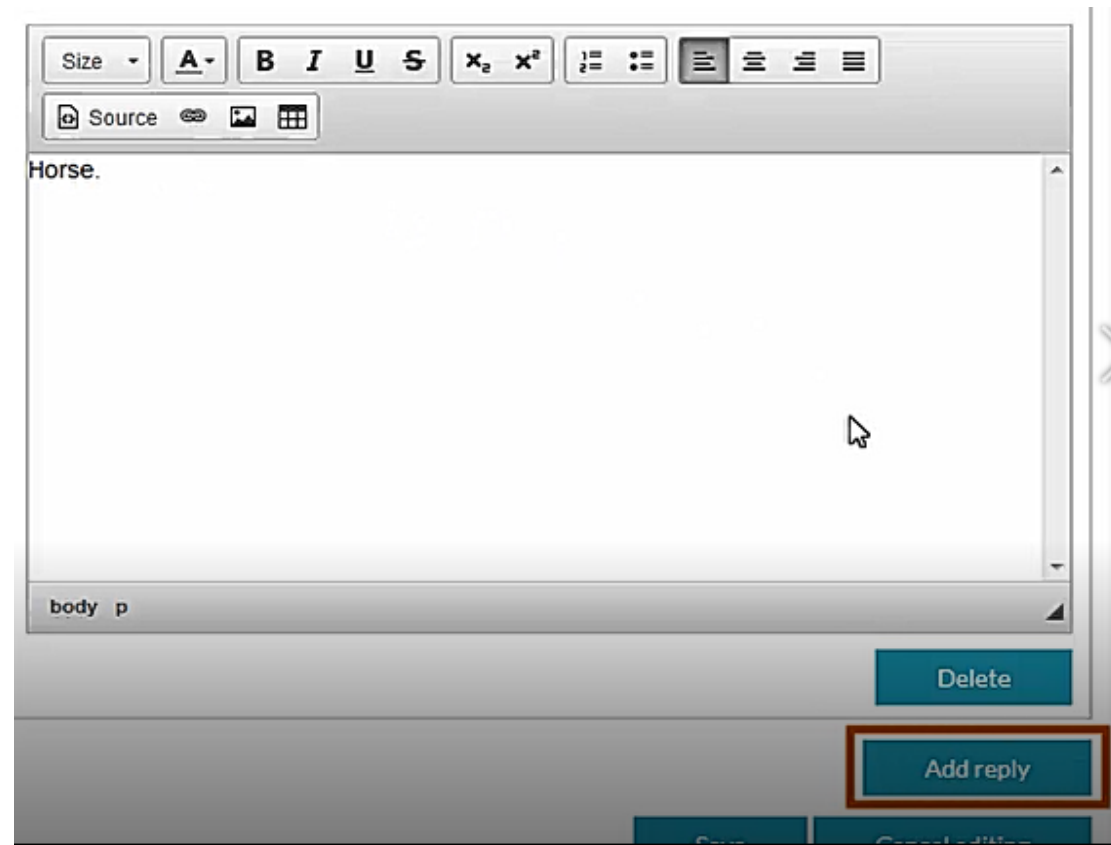
Arranging elements in sequences based on criteria.

1. Word the questions



The screenshot shows the left-hand navigation menu with buttons for 'Disable editing', 'Activity list', and 'Create activity'. Below 'Create activity' is a link '> Classifies animals according to size' with a set of icons. The main editor area is titled 'Classifies animals according to size (New question Organisable)'. It features a 'Wording of the question' section with a rich text editor toolbar containing options for size, bold, italic, underline, strikethrough, subscript, superscript, bulleted list, numbered list, and indent. Below the toolbar is a 'Source' button and a text input field containing the text 'Sort by major to minor size the following animals|'.

2. Arrange answers from largest to smallest by clicking on “add reply”

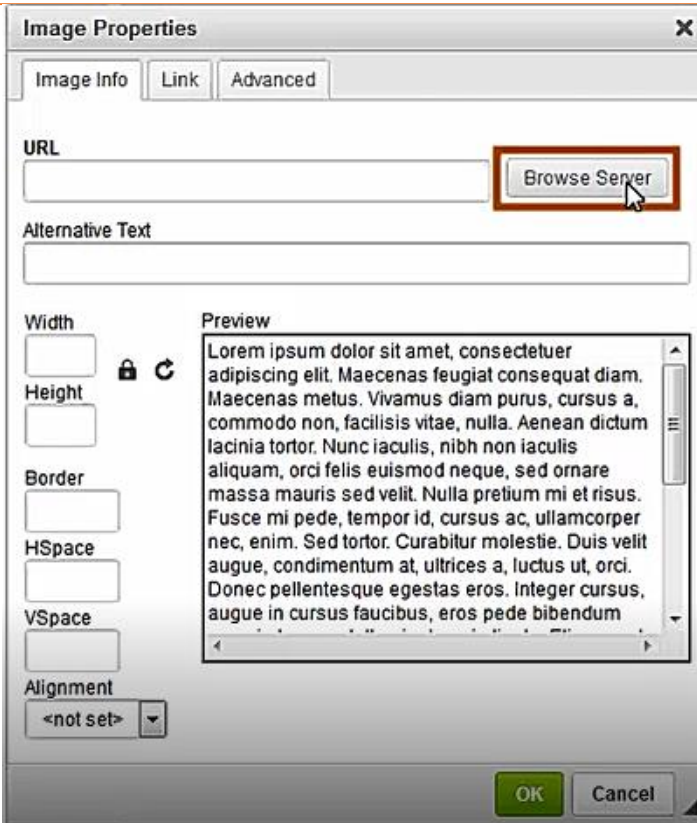


The screenshot shows a rich text editor with a toolbar at the top containing options for size, bold, italic, underline, strikethrough, subscript, superscript, bulleted list, numbered list, and indent. Below the toolbar is a 'Source' button and a text input field containing the text 'Horse.'. At the bottom right of the editor, there is a 'Delete' button and an 'Add reply' button, which is highlighted with a red box.

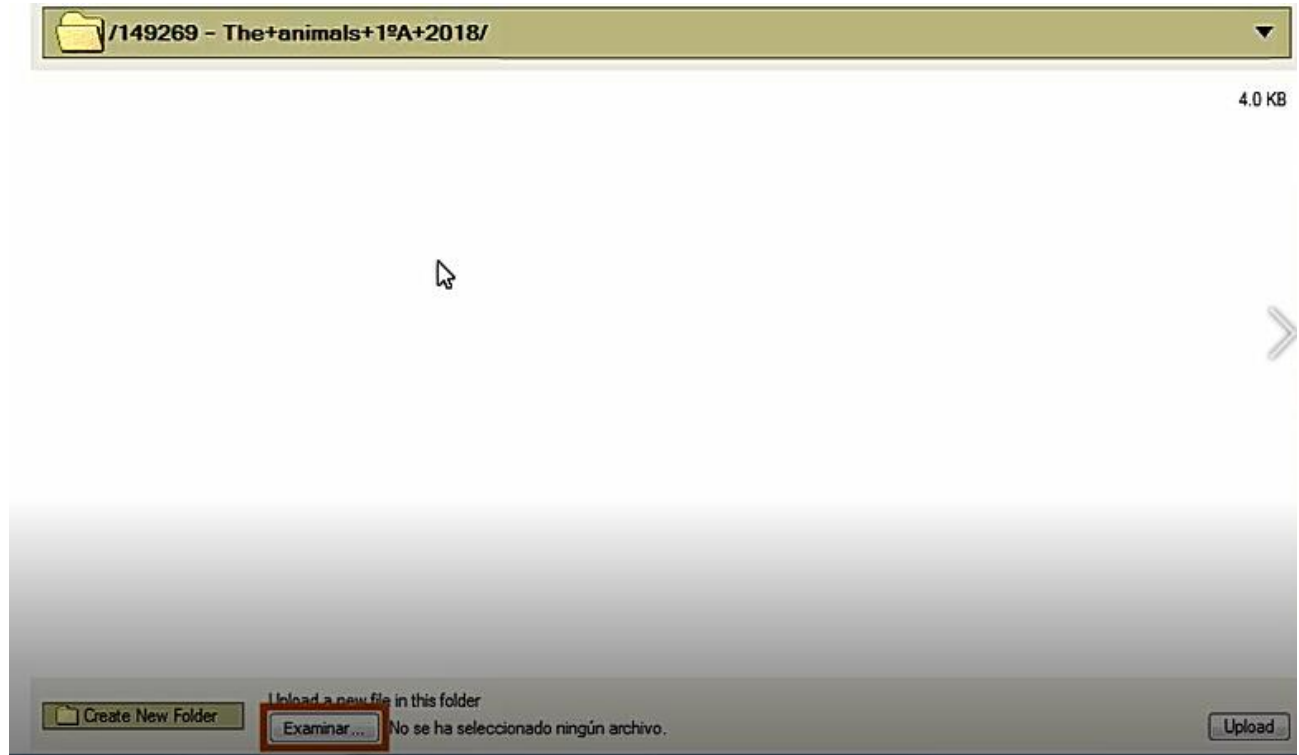
1. Images and videos can be included to each answer.



2. Click on “browse server”



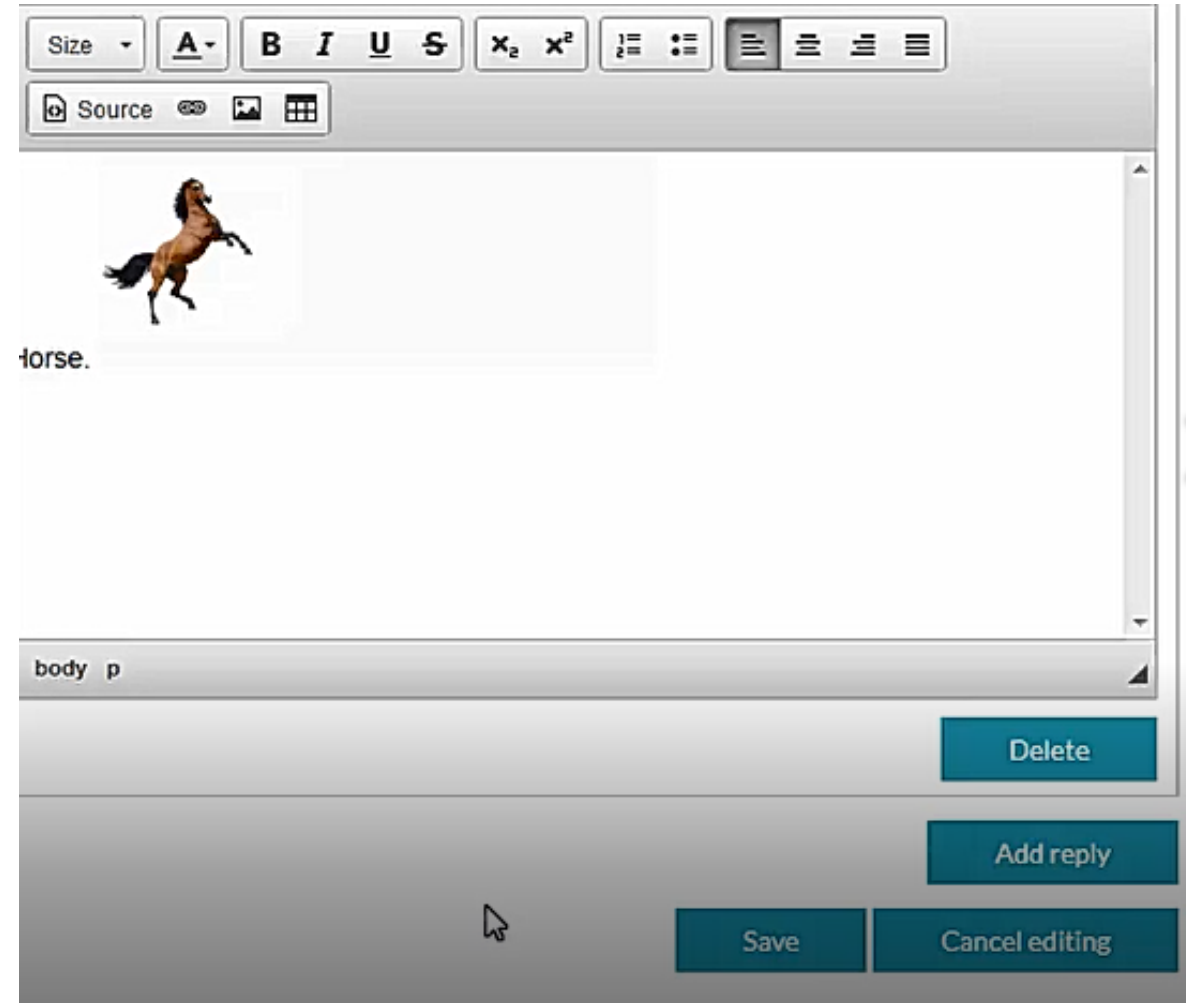
3. Select picture or video from your device, then click “examiner”



4. Adjust the picture height and width, then click “ok”.



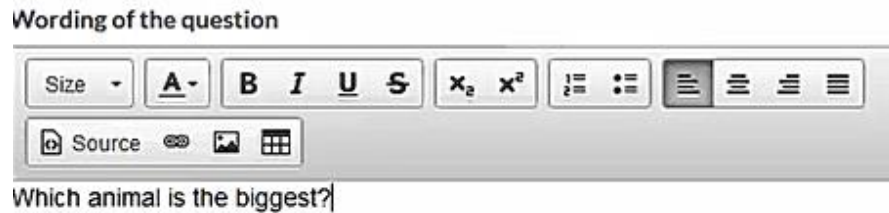
5. Then click “save”.



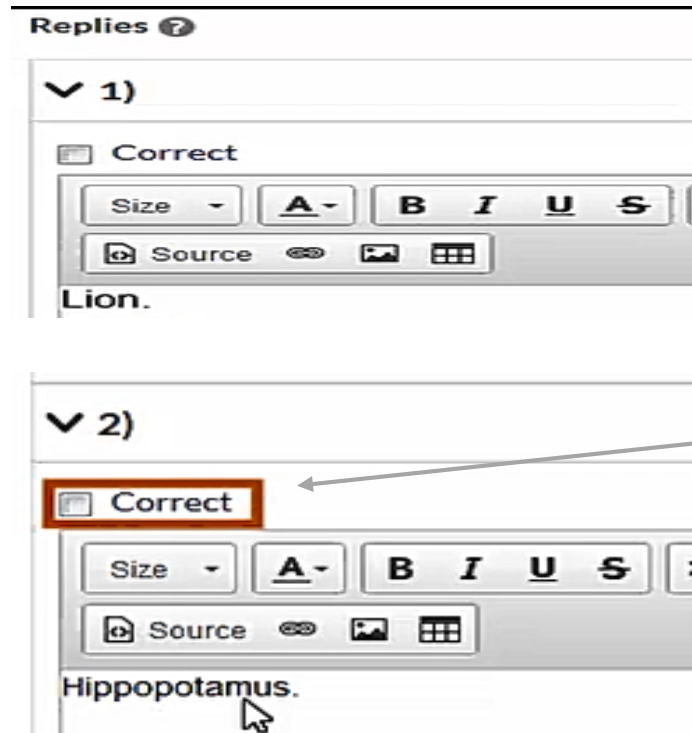
Drag questions

Consist of a type of questioning which the student has to select the correct reply from a list and drag it to the solution box.

1. Question



2. Options



To tell the platform which is the correct answer, select the correct box.

Remember to click “save” when you’re finish.

Fill space

Completing activity with specific information (Fill in the blank).

1. Write the instructions and in second textbook insert the complete text.

Wording of the question



A rich text editor toolbar with the following elements from left to right: a 'Size' dropdown menu, a font color selector (A-), bold (B), italic (I), underline (U), strikethrough (S), subscript (x₂) and superscript (x²) buttons, bulleted list, numbered list, and indent buttons, and a 'Source' button with icons for link, image, and table.

Fill in the blank space with the appropriate word using lower case letters.

2. Put the words the you want to appear in the blanks between double curly brackets{ }. It will be hidden. Then click “save”.

Replies ?

▼ Reply



A rich text editor toolbar for a reply, identical in structure to the one in the first image, containing 'Size', font color, bold, italic, underline, strikethrough, subscript/superscript, list, indent, and 'Source' buttons.




The largest animal is the {{whale}}.

Free text question

Student can write an open answer that requires the teacher to correct the answer in order for the test to be completed and a mark attained.

Wording of the question

Size ▾ A- B I U S x_2 x^2 ;= := ≡ ≡ ≡ ≡

Source   

body

Penalizes on failing it

Replies ?

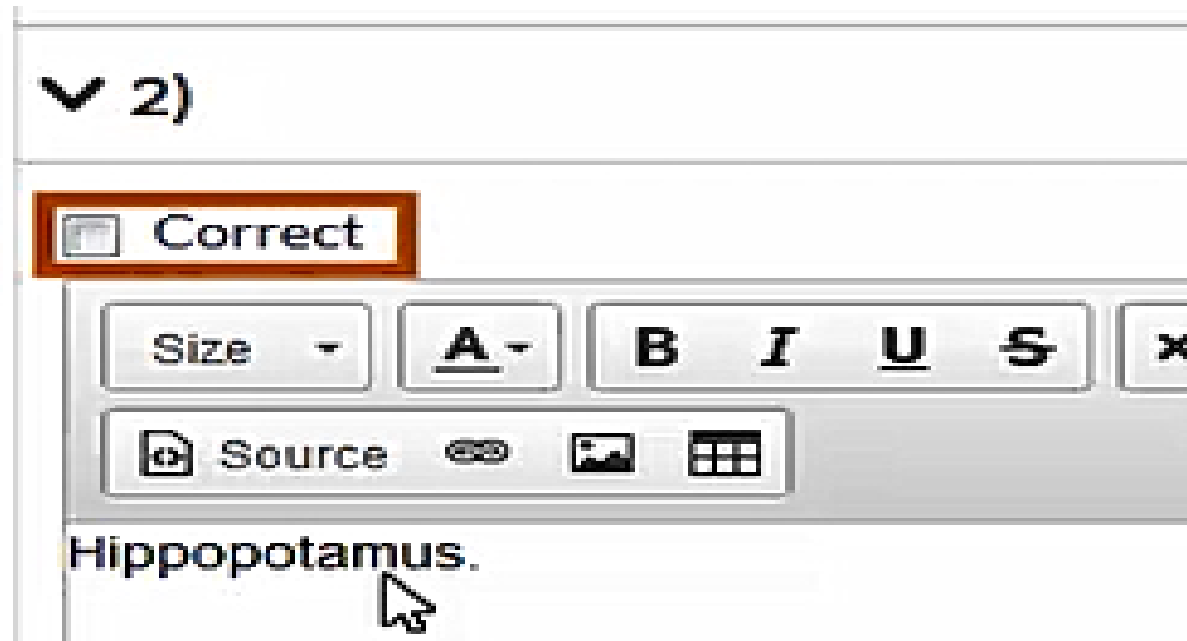
Include solution for automatic correction

Do not include solution, manual correction

Save Cancel editing

Multiple-choice

- Presents several correct reply options, tick the corresponding replies as correct.



Options

- Will only have one correct answer. It is very useful for true or false questions.

Dashboard

- The dashboard is an analytical panel of the ProFuturo education solution. Its main functions are the **management and monitoring of countries, operations and schools through data, as well as control of the infrastructure deployed.**
- The data used incorporates three major sources:
 - • Class Management
 - • Teacher Training
 - • Local Projects.
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