Challenging the mind. Inspiring the soul.

LACRANGE COLLEGE

Mentor

WebCT’s Replacement
Mentor

- Replace WebCT with Sakai
- Our instance of Sakai is called: Mentor
- Sakai is
  - Open Source
  - No fees or seat restrictions
  - User/Developer supported
  - Active international organization based in the US
  - Originally funded by NSF
  - Built upon the home-grown U. Mich.: CHEF
  - Named for one of the first Iron Chef’s Hiroyuki Sakai
- www.sakaiproject.org
Current Operation

- Still use separate login
  - Network (LDAP) login coming soon (January?)
- Continue to use HelpDesk ticket or email for Mentor system administrator (Bill McCoy) to set up courses.
  - Courses and Rosters imported Spring or Fall 2009
Screen Layout

- Entry Screen (after login)
  - Sites listed across the top (plus pulldown box)
    - Each site name is a button to open that site
  - Menu Items (Tools) are Listed down the left side of the screen
    - Each menu item is a button
Mentor Screen: Sites

Site Buttons

Message of the Day

Options

Recent Announcements

My Workspace Information

Options
Mentor Screen: Tools

Tool Buttons
Help: The Most Important Tool

The Help tool gives access to a truly useful on-line manual!
Sakai’s Tools

- Almost all the commonly used tools in WebCT are present in Sakai
- File Posting
  - Mentor/Sakai: Resources
    - Easier to use for faculty posting (put it there and it’s available – can alter to make appear at specific times etc.)
    - Almost no restriction on file types
    - WebDAV posting
- Discussion Groups: Forums
- Chat Rooms
- Drop Box
- Grade Book: Import/Export to Excel
- Assignments: On line submission
- More than a dozen more and many under development
- On–line testing
Setting Up a Course

- Control the Setup, Members, etc for a course from the **Worksite Setup** tool.
  - You must be in you’re **My Workspace** site
    - Different from WebCT. You must be outside the site to modify how it works.
  - Open **Worksite Setup** tool
  - Click on Checkbox next to Website of Interest
  - Choose from **menu** at the top of the screen.
    - New (cannot be used to set up courses currently)
    - Edit (to change how the site operates: add tools, add/delete students from courses, etc)
    - Delete (discard old courses)
Worksite Setup Screen

- Click on Website
- Click on Edit
To add and remove tools from a site

To add and remove instructors and students

To allow students to join course (Joinable), Make course visible to members (Publish)
Website Tools

Worksite Setup

Revising site tools for Bill McCoy's Test Site...
Check boxes to add or remove tools from your site.

- **Home**: Description of the project, recent announcements, discussion, and chat items.
- **Announcements**: For posting current, time-critical information.
- **Assignments**: For posting, submitting and grading assignment(s) online.
- **Blogger**: A blogger
- **Chat Room**: For real-time conversations in written form.
- **Drop Box**: For private file sharing between instructor and student.
- **Enroll Archive**: For viewing enroll sent to the site.
- **Evaluations**: View outstanding evaluations from students' ePortfolio matrices and wizards
- **Forms**: Add XSD forms for collecting structured data in matrices and wizards
- **Forums**: Display forums and topics of a particular site
- **Glossary**: Create a glossary of terms referenced in Matrix row and/or column names
- **Gradebook**: For storing and computing assessment grades from Tests & Quizzes or that are manually entered
- **Link Tool**: For linking to external applications.
- **Mailtool**: Send mail to groups in your course. (Attachment-enabled)
- **Matrices**: Create and use a structured, guided ePortfolio matrix
- **Portfolio Templates**: Add XSL design templates for portfolios that incorporate form data (or for 'forms-based portfolios')
- **Portfolios**: Create personal ePortfolios using existing templates, layouta, or free-form design.
- **PostEm**: For uploading .csv formatted file to display feedback (e.g., comments, grades) to site participants.
- **Presentation**: For showing and viewing slide shows of image collections from Resources.
- **Reports**: Generate analysis reports using sakai and ePortfolios data
- **Resources**: For posting documents, URLs to other websites, etc.
- **Roster**: For viewing the site participants list.
- **Schedule**: For posting and viewing deadlines, events, etc.
- **Search**: For searching content
- **Section Info**: For managing sections within a site.
- **Site Info**: For showing workspace information and site participants.
- **Styles**: Add Cascading Style Sheets (CSS) for controlling the appearance of wizards, matrices, and portfolios
- **Syllabus**: For posting a summary outline and/or requirements for a site.
- **Tests & Quizzes**: For creating and taking online tests and quizzes.
- **IT Website**: For accessing content from http://home.jaguar.edu/website within the site.
- **Web Content**: For accessing content from http://www.locogon.edu/library/within the site.
- **Wiki**: For accessing an external website within the site.
- **Wizards**: Create and use a structured, guided ePortfolios wizard
Essential Tools

- Every site should have the following tools:
  - Home
    - a synoptic page that has announcement, schedule and site descriptions all on the opening page when the site is entered
  - Announcements
    - Allows posting of announcements and email notification of the announcement
  - Schedule
  - Resources
    - Posting of content
      - Syllabus, classroom handouts (no more copying!), daily summary...
  - Web Content
    - Link to Library website
Common Tools

- **Assignment**
  - Allows timed intervals when an assignment is available (text description, downloadable files, etc)
  - Control of time when assignment can be submitted
    - Due date/time, instructor may allow late submission
    - Submissions are time stamped
  - Download of submitted assignments in a single zipped folder
    - Zipped folder contains student submissions each in a folder with the Student’s username

- **Forum**
  - Discussion groups
  - Multiple topics may be running simultaneously in their own discussion space

- **Postems**
  - Immediate feedback to students individually
  - Based on a single spreadsheet upload
    - One line per student

- **Tests and Quizes**
  - On-line tests, self-tests and quizzes
  - Compatible with industry standard electronic quiz formats
## Resources

Location: CHEM1102 McCoy Resources

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WebDAV Setup

Resources

Site Resources | Upload-Download Multiple Resources
Upload-Download Multiple Resources
WebDAV access to this site

You are currently in site CHEM1102 McCoy. The SiteID for this site is CHEM_1102_McCoy_SS08.

Each Sakai site has a Site ID. The SiteID for this site is listed above. You need to know the Site ID because it will be part of the address you will need to connect via WebDAV. Each site must be set up as a separate WebDAV connection, so the first time you connect to a given site, you will need to follow the directions below.

To access the resources in this site through a WebDAV client, you will use the following URL:

http://mentor.lagrange.edu/dav/CHEM_1102_McCoy_SS08

If you are using Internet Explorer in Windows XP, you can go directly to this site’s resources folder by clicking this link:

http://mentor.lagrange.edu/dav/CHEM_1102_McCoy_SS08

Setting up a WebDAV client on your computer

Description
Setting up WebDAV for Windows XP
Setting up WebDAV for Windows Vista
Setting up WebDAV for Mac (OS 10.0 - 10.3)
Setting up WebDAV for Mac (OS 10.4)

Address for WebDAV access

Step-by-step instructions for setting up WebDAV on different platforms
Best Practices

- Post materials as PDF files.
- Next best choice is HTML
  - HTML doesn’t print well.
- Use .doc (.docx), .xls (.xlsx), .ppt (.pptx) etc. files only if students must modify the document.
  - Expect students with different version of tools having difficulty opening Office and other program’s files.
Manage Access

- From **My Workspace**
- Under the **Worksite Setup** tool
- Click Checkbox for the Course
- Click on **Manage Access**
- Make site **Published**
  - As long as a site is unpublished, only the Instructor or Maintainer can enter the site
  - Click to make the site **Published** to allow access
- Make site **Joinable**
  - Students can add themselves to the course (as in open registration in WebCT)
  - Course will be listed in the Joinable sites list.
WebCT’s Replacement