Using LuV Builder

Holistic
Educational
Solutions

Curriculum

Professional
Development

Technology

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CREATE ACTIVITIES

Accessing the LuV Builder

- To access the LuV Builder, login to the MC Online LMS Portal using your assigned credentials.

1. Click **My Tools**.
2. Click Create Activities.

Step 1 - Activity Details
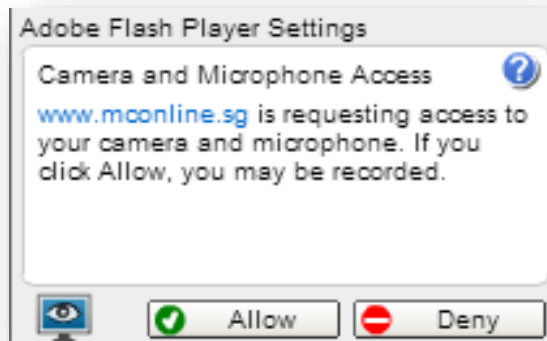

3. Fill in the mandatory details for your activity.
4. Click **Next** to proceed to Step 2.

Step 2 - Creating the Activity

5. You may be prompted for permission to Allow or Deny access to your computer's *Camera and Microphone* and *Local Storage*. Make sure you click **Allow**.

Note

- *Local Storage* may not prompt you if you have given it permission previously.

Step 2 - Creating the Activity

- Based on the details of the activity you have provided in Step 1, LuV Builder will create the interface for your activity.

- Let us look at the parts of the interface.

Step 2 - Creating the Activity

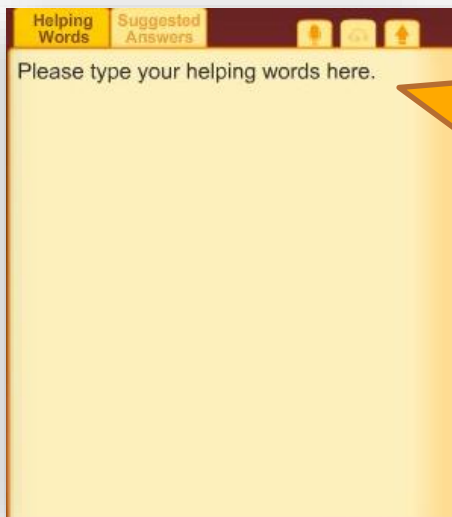**English** MEDIACORP G Alternative States LuV Discussion

Prompts 1   + -

Please type your main prompt here.

· Please type your additional prompt here.
· Please type your additional prompt here.

You can type in your prompts and add additional prompts for your LuV activity. These prompts can also be audio.

Click on this box to choose the LuV video content.

00:00 / 00:00

Helping Words   Suggested Answers

Please type your helping words here.

You can type additional Helping Words or Suggested Answers. These can also be recorded as audio.

Most of the functions on this bottom bar is disabled until you assign the activity to the student.

Step 2 - Creating the Activity

Type your main prompt in this box.

You can add more main prompts, or remove main prompts by clicking on the "+" symbol.

You can click on these numbers to proceed to the next prompt, if any.

English **MEDIACORP** G **Alternative States LuV Discussion**

Prompts 1   + −

Please type your main prompt here.

Please type your additional prompt here.
Please type your additional prompt here.

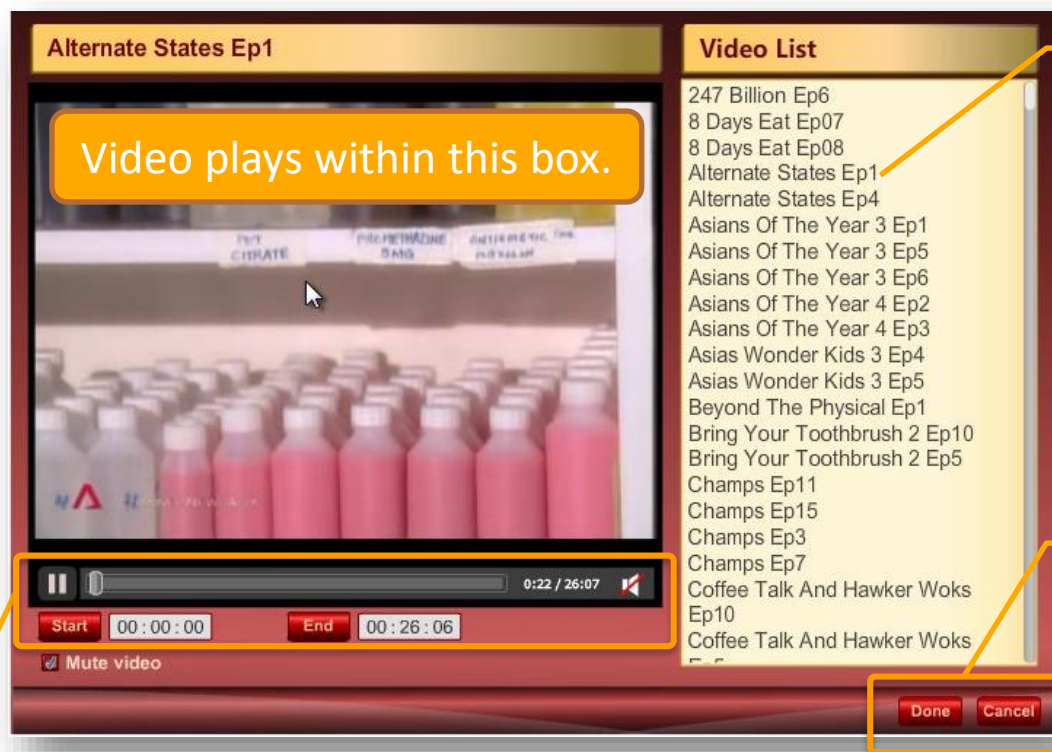Each main prompts comes with additional prompts you can use.

These buttons allow you to **Record**, **Playback** and **Save** your voice prompts or instructions. You can also Record, Playback and Save additional prompts.

Step 2 - Creating the Activity

Click within the video player to access a list of LuV videos.
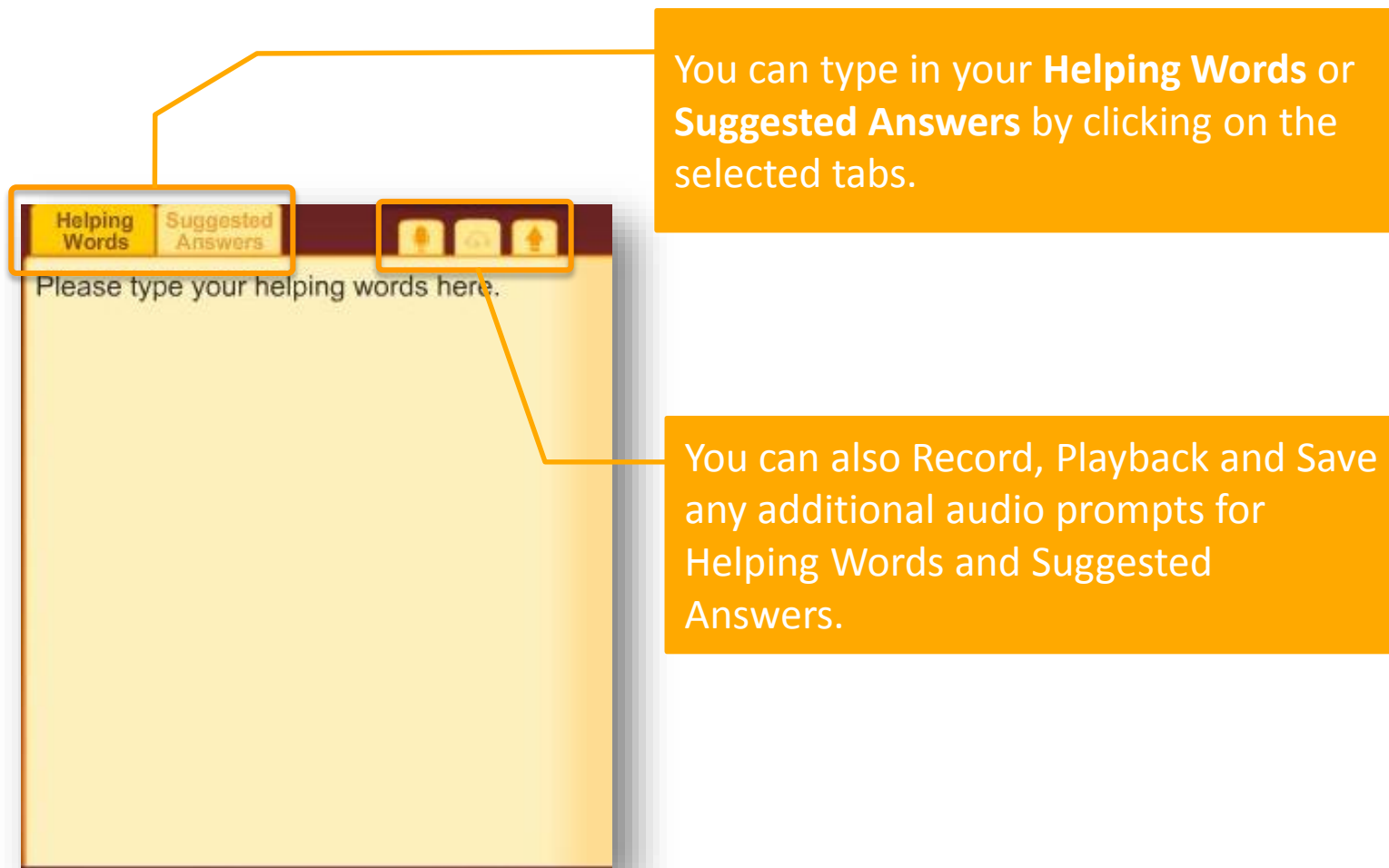
Step 2 - Creating the Activity

Alternate States Ep1

Video plays within this box.

▌▌ ⚪━━━━━━━━━━━━ 0:22 / 26:07 🔇

Start 00 : 00 : 00   End 00 : 26 : 06

☑ Mute video

Video List

247 Billion Ep6
8 Days Eat Ep07
8 Days Eat Ep08
Alternate States Ep1
Alternate States Ep4
Asians Of The Year 3 Ep1
Asians Of The Year 3 Ep5
Asians Of The Year 3 Ep6
Asians Of The Year 4 Ep2
Asians Of The Year 4 Ep3
Asias Wonder Kids 3 Ep4
Asias Wonder Kids 3 Ep5
Beyond The Physical Ep1
Bring Your Toothbrush 2 Ep10
Bring Your Toothbrush 2 Ep5
Champs Ep11
Champs Ep15
Champs Ep3
Champs Ep7
Coffee Talk And Hawker Woks Ep10
Coffee Talk And Hawker Woks

Done Cancel

Click on the video title to use in the activity.

Once the video has been selected and edited, click **Done**.

You can trim your videos (the start and the end only) by using the slider, then clicking on the **Start** and **End** button.

Step 2 - Creating the Activity

You can type in your **Helping Words** or **Suggested Answers** by clicking on the selected tabs.

You can also Record, Playback and Save any additional audio prompts for Helping Words and Suggested Answers.
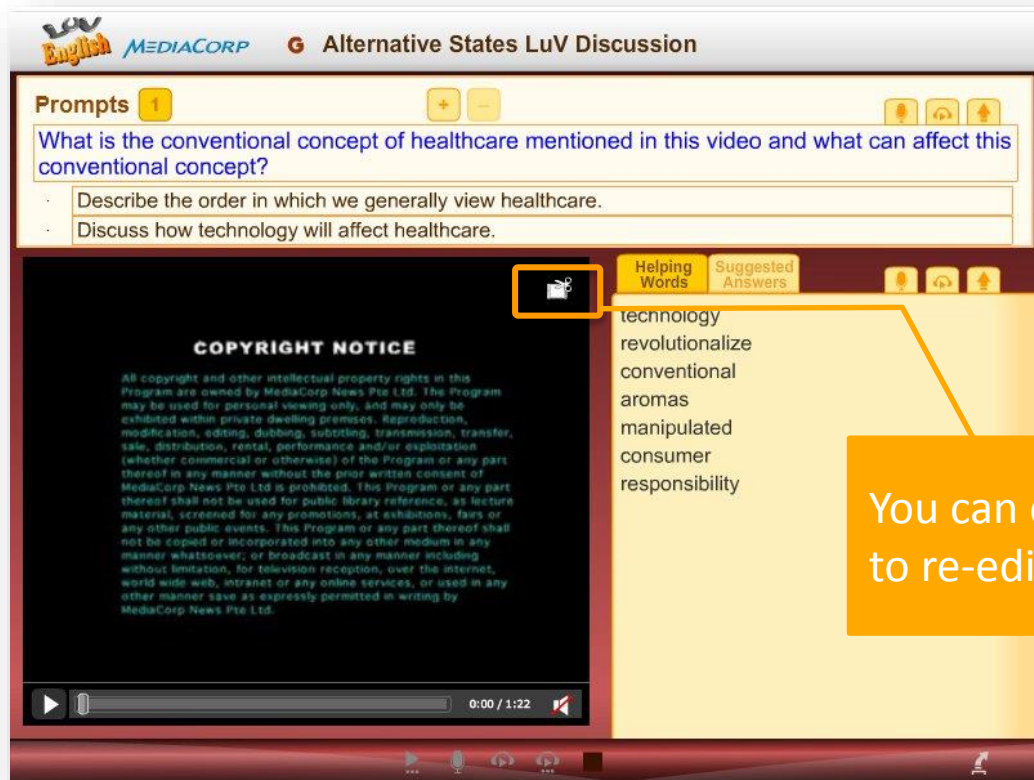
Helping Words | Suggested Answers

Please type your helping words here.

Step 2 - Creating the Activity

Click **this button** when you are ready to submit and complete your LuV Activity.

These buttons are disabled when you are creating the LuV activity. They will only be available once you have assigned the LuV activity to your student.

Step 2 - Creating the Activity

You can click this icon to re-edit your video.

ASSIGNING ACTIVITIES

Assigning the activity

1. In <u>My Activities</u>, click on the **Checkbox** next to the LuV activity you are going to assign.
2. A row of buttons; **Edit**, **Duplicate**, **Delete**, **Assign** and **Share** will appear.
3. Click on the **Assign** button. You will be redirected to the Assignment Page.

Assignment Selection

Assign LuV Test

Test Title: Alternative States LuV Discussion

Level: General

Subject: English

Selections

My Groups

Form Groups

[+] General

[-] ☑ Primary 3
   [-] ☑ P3 Inspire - 11 member(s)
      ☑ Aiden Zhou
      ☑ Alexander Wu
      ☑ Daniel Xu
      ☑ Ethan Zhao
      ☑ Jacob Wang
      ☑ Jayden Liu
      ☑ Lim Teck Boo
      ☑ Mason Lee
      ☑ Michael Yang
      ☑ Noah Chen
      ☑ William Zhang

4. Once you are in the Assignment page, Select the class you are assigning the LuV activity by clicking on the correct **Checkbox**.

Note
- These selection can be from your own Virtual Groups (My Groups), Form Groups or the School Groups.
- Make sure you expand the list by clicking on the "+" symbol.

Assignment Settings

Settings

Start Date: 26/06/2015   00:00   HH:MM

End Date: 26/07/2015   23:59   HH:MM

No. of Attempts:
One

Question Order:
Sequential

Release of Results:
Immediately after submission

Attached Rubric(s):   Attach rubric(s)
No rubrics attached.

Add Teacher to Monitor Test :
Search Teacher
Enter teacher name...   Add

To add monitor, type teacher name in the textbox above and click "Add" button to add

5. You can set the Start Date and End Date by clicking on the **Calendar** icon. *By default, the End Date is one month from the Start Date.*

6. You can set the Start Time and End Time for the test by clicking in the respective boxes.

7. The options for **No. of Attempts**, **Questions Order** and **Release of Results** is not available for LuV activities.

8. You can also define or Attach Rubrics so that you or the student's peers can assess the LuV activities using the rubrics.

Note

• To create a new Rubric, refer to the user guide for creating a Rubric on the MC Online LMS User Manual page.

Assignment Settings

Add Teacher to Monitor Test :

Search Teacher

Enter teacher name...   Add

To add monitor, type teacher name in the textbox above and click "Add" button to add teacher to the monitor list.

Monitor Group(s)

- ☐ CMSTeachers
- ☐ DemoStudents
- ☐ Primary 5 Geniuses
- ☐ SCAs
- ☐ Sharing Session
- ☐ Teachers

Save   Cancel

9. You can set another teacher to monitor your LuV activity by typing the teacher's name in the "*Enter teacher name …*" box, clicking *on the name* and clicking **Add**.

10. Otherwise, you can also click on the "**+**" symbol to expand a list, then click on the **Checkbox** next to the teacher's name.

11. Click **Save** to assign the lesson. You will be prompted to check your Assignment Settings. If everything is correct, click on **Proceed to Assign**.

TRACKING ASSIGNED ACTIVITIES

Tracking the assigned activity

1. In <u>My Activities</u>, click on <u>Track Assigned Activities</u>.

<u>Note</u>
- Clicking on the LuV activity title will just show you a preview of the activity. Make sure you click on <u>Track Assigned Activities </u>if you wish to mark it.

Tracking the assigned activity

Track Assigned Activities   Back to Activities

Filters: | All Subjects ▼ | | All Terms ▼ | Export to Excel | Views ▼

Test	Subject	Start & End Date	Class/Group	Attempt Rate	Pass Rate	Score(100%)			Actions
						Highest	Lowest	Average	
Alternative States LuV Discussion	English	26 Jun 2015 - 26 Jul 2015	P3 Inspire	3/11	0/11	0.00	0.00	0.00	☑ ☰

2. In Track Assigned Activities, you can see a summary of the Attempt Rate, Pass Rate and Scores.
3. Under the Actions Column, click on the **Mark Test** icon. This icon looks like a *ticked checkbox* as indicated above. This will bring you to the Mark Activity Page.

Marking the assigned activity
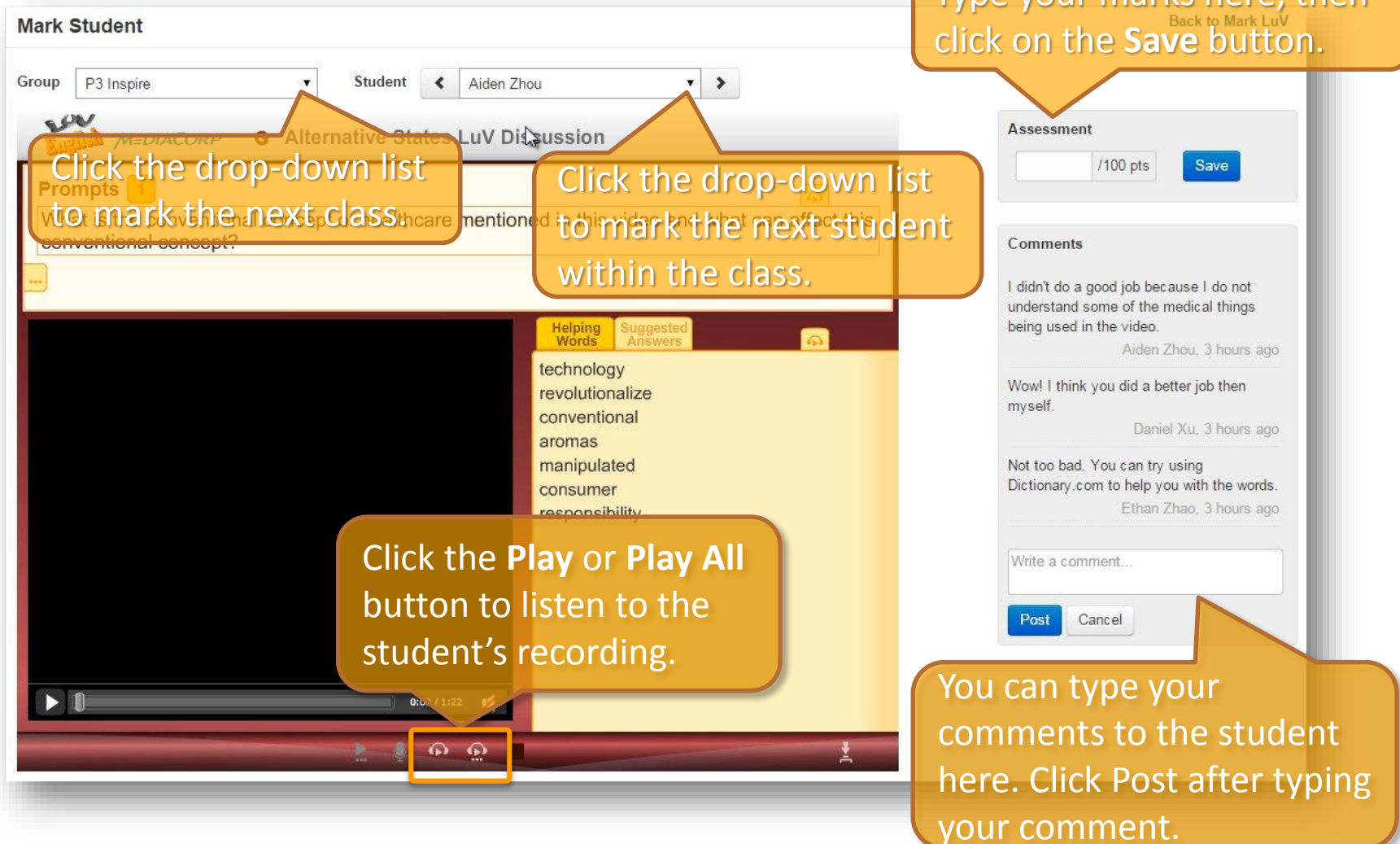
4. In Mark Activity, you can see a list of students with their *Submission Status* of either *Submitted* or *Not Submitted*.
5. To begin marking, click on the **Mark Student** icon under the Actions Column. This icon looks like a *ticked checkbox*.

Note
• The icons are only clickable if the *Submission Status* is *Submitted*.

Marking the Assigned Activity

Mark Student

Group [P3 Inspire ▼]   Student ◄ [Aiden Zhou ▼] ►

Back to Mark LuV

Alternative States LuV Discussion

Click the drop-down list to mark the next class.

Click the drop-down list to mark the next student within the class.

Type your marks here, then click on the **Save** button.

Assessment

[   ] /100 pts   [Save]

Comments

I didn't do a good job because I do not understand some of the medical things being used in the video.
Aiden Zhou, 3 hours ago

Wow! I think you did a better job then myself.
Daniel Xu, 3 hours ago

Not too bad. You can try using Dictionary.com to help you with the words.
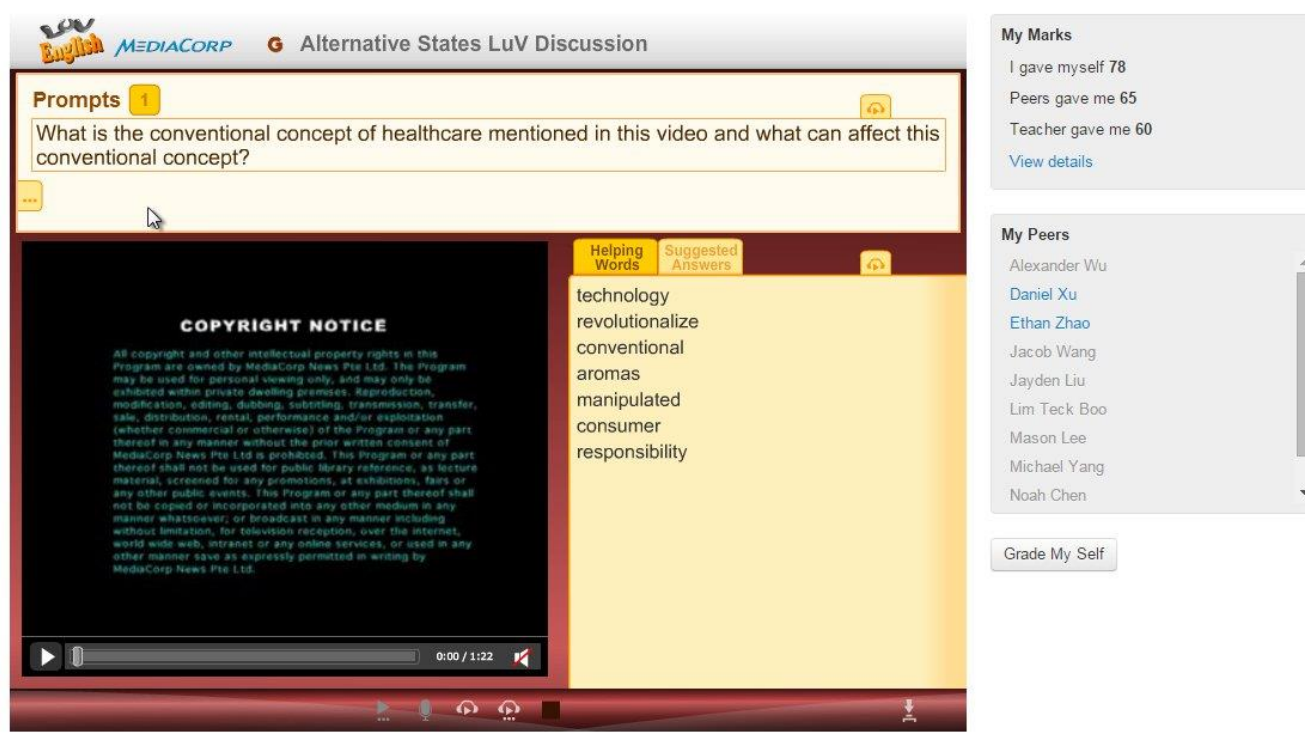*Ethan Zhao, 3 hours ago*

Write a comment...

[Post] [Cancel]

Helping Words   Suggested Answers

technology
revolutionalize
conventional
aromas
manipulated
consumer
responsibility

Click the **Play** or **Play All** button to listen to the student's recording.

0:00 / 1:22

You can type your comments to the student here. Click Post after typing your comment.

Viewing the Marked Assignment

- The student can view their own scores, as well as scores given by his peers and teacher.
- To view the comments given to him, he has to click **Grade My Self**.

THE END