User manual

www.advan2tex.eu/portal/

e-learning platform

Table of contents

Contents

1. Introduction

The Advan2Tex e-learning platform (www.advan2tex.eu/portal/) was created within the Erasmus Plus project 2014-1-RO01-KA202-2909.

The e-learning platform consists of seven modules in 5 languages: the 4 national languages of the partners - Czech, Portuguese, Romanian and Slovenian and English. The seven modules are:

- "Advanced Knitting Technologies",
- "Virtual prototyping of garments, 3D scanning, clothing for people with special needs",
- "New method for testing textile materials",
- "Standardization of textile testing"
- "New sustainable textile technologies, LCA, Eco-labelling",
- "Entrepreneurship"
- "Innovation management"

The envisaged target group of trainees consists of professionals in the textile field, young entrepreneurs and students in higher textile education.

The e-learning platform is a Moodle e-learning platform.

 Moodle (www.moodle.org) is an open-source e-learning platform under GNU license. The advan2Tex e-learning platform was created by a project's team and with support of the company SC Elearning and Software SRL, certified Moodle partner in Romania. In June 2015, the company organized Administrator (2 persons) and Developer courses (16 persons) for Moodle platform for the project's team. Special thanks to the Moodle trainers Mr. Cosmin Herman, Mrs. Anca Mustea and Mr. Ovidiu Morariu.

The user manual of the Advan2Tex project e-learning platform is based on the Moodle modality of working. Please find general aspects regarding this working modality on the Moodle website: https://docs.moodle.org/30/en/Main_page . For this reason, this user manual only indicates schematically the procedure of working with the www.advan2tex.eu/portal/ platform, supporting the trainers, who have already basic notions, as well as the trainees, who have to perform the preliminary steps with the platform. The trainers will have to teach the trainees on the detailed working modality with the platform.

We would also like to thank to the management of INCDTP, for the support in the development of this project.

2. Description of the e-learning platform

The e-learning platform is multi-language: it has a menu for switching between the languages of the project:

Fig. 1 – Multi-language menu

The e-learning course is structured in weekly format: the teaching of a module is foreseen for one week. Hence, a complete course lasts for 7 weeks (7 modules).

Each week comprises three Moodle elements:

   I.   A Book resource with the content of the module

   II.   A Chat activity for interaction tutor-trainee

   III.   A Quiz activity for self-assessment and final multiple-choice tests

Fig. 2 – The weekly structure of the e-learning course

The planning during one week foresees: the first three days for learning the content of the module of cca. 50 pages with pictures and diagrams, the fourth day is for self-assessment and for an online chat session between the tutor of the module and the trainees, while the fifth day is for rehearsal of the content and for final test.

I.   The Book resource is configured on chapters and sub-chapters and it has a table of contents for their quick accessing. It has also navigation buttons for accessing the content. Here is a snapshot from the course on Virtual Prototyping:
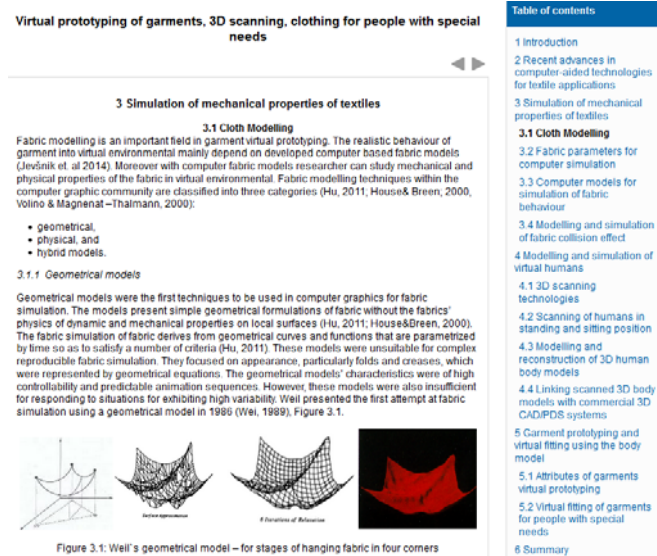
Fig. 3 – Book resource with the content of a module and table of contents

II.   The communication between tutors and trainees is performed via synchronous (Chat) and asynchronous (Forum) methods.
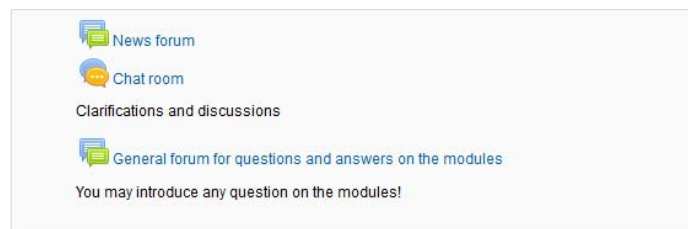

Fig. 4 – Communication options between tutor and trainee

III.   The self-assessment test comprises 12 questions on three levels of difficulty: low, medium and high, with 4 questions per level. The questions bank has a total number of 60 questions per module. A part of the questions have pictures and were uploaded via the GIFT format.
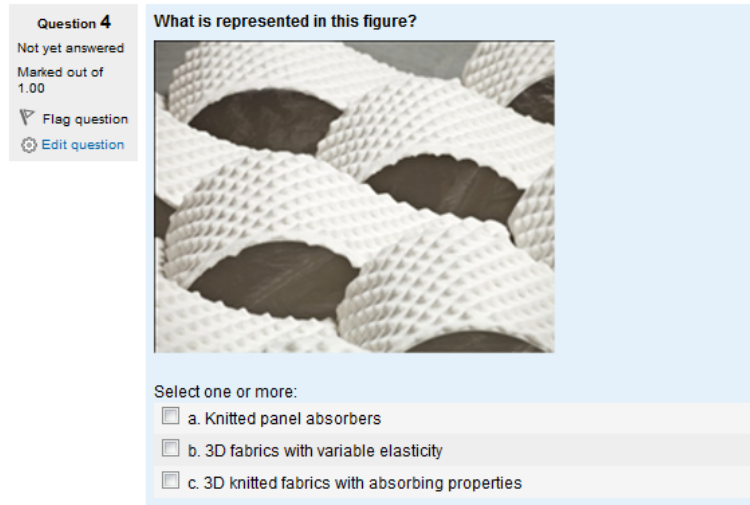
Fig. 5 – Multiple choice question with pictures

3. Trainers section:

3.1 Setting user accounts for trainees

- Navigate to:

System Administration Block -> Users -> Accounts -> Add new user

- Introduce for each of the trainees:
    o Mandatory data:
        ▪ Username
        ▪ Password (Manual account)

(The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s))

        ▪ First name
        ▪ Surname
        ▪ Email address

- o Other data:
  - City, country,
  - Preferred language
  - User picture

(The trainee will be able to update his profile)

3.2. Assigning user accounts to courses
- Navigate to:

Navigation Block -> My courses -> Advan2TexEN ->

Site Administration Block -> Users -> Enrolled users -> Enroll users:

- Enroll the appropriate users to the course in national language and in English by paying attention to the role assigned = Student

3.3 Manage courses and categories
- Navigate to category Advan2Texweekly -> EN / RO / CZ / PT / SI ->

Course Advan2Tex E-learning course for innovative textile fields

- You will have the options to:

View / Edit / Enrolled users / Hide / Backup / Restore

a) Edit -> Turn Editing On -> Add resources or activities as learned in the Moodle training course June 2015
b) Backup -> Choose the elements to backup -> perform schema settings -> Confirmation and review -> Perform backup -> Complete

In order to perform the download of the backup file:

- Click Continue: Download file
c) Enrolled users -> Enroll users!!

(allows the assigning of user accounts to the course, the same page as at point 2.)

3.4 Uploading content in Folders

- Navigate to Main Page -> Main menu Block -> Intercultural partnership folder -> Edit
- Upload files in the folder of your organization related to the intercultural particularities of the blended courses in your country.

4. Trainees Section:

The procedure to login on the Advan2Tex e-learning platform:

- Access the URL address www.advan2tex/portal/
- Login with the username and password provided by the course trainer
- You will have the possibility to enter the following blocks, on the left side of the platform page:
  - A. Main Menu
  - B. Navigation
  - C. Administration

4.1 Main Menu

➔ Access to the Latest News
➔ Access to the Discussion forum

4.2 Navigation:

- navigate to My courses:

Enter the course you are assigned to and access the following resources and activities:

- Books with the content of the module:
  - o You may navigate back and forward with the arrows
  - o You may jump at a certain chapter/ subchapter of the modules by clicking on the table of contents on the right side of the platform's page
- Quizzes with multiple choice questions:
  - o You may enter a quiz several times for self-training, after you have red and learned the module's content
- Forum and chat:
  - o You may enter the forum in order to put questions to your trainer, or
  - o You may enter the chat room in order to chat with other colleagues on the course's topics

4.3 Administration

- You may update your profile settings:

    * select country, city, timezone

    * preferred language

    * Upload a user picture by clicking the icon - > Upload a file -> Browse -> Upload this file

    * Introduce optional data in the fields: Additional names, Interests, Optional

5. Contact

For any question regarding the working modality, please write the national trainer of the Advan2Tex course. The Advan2Tex project partners have the following contact data:

	CO: INCDTP – The National R&D Institute for Textiles and leather – Bucharest, Romania Carmen Ghituleasa: certex@ns.certex.ro ; Razvan Radulescu: razvan.radulescu@certex.ro
	P1: University of Minho, Department of Textile Engineering – Minho, Portugal Luis Almedia: lalmeida@det.uminho.pt
	P2: Textile Testing Institute – Brno, Czech Rep. Petra Dufkova: dufkova@tzu.cz
	P3: University of Maribor, Department of Textile Materials and Design – Maribor, Slovenia Zoran Stjepanovic: Zoran.stjepanovic@um.si
	P4: Technical University "Gh. Asachi" – Iasi, Romania Mirela Blaga: Mirela_blaga@yahoo.com Dorin Dan: dandorin@tex.tuiasi.ro