



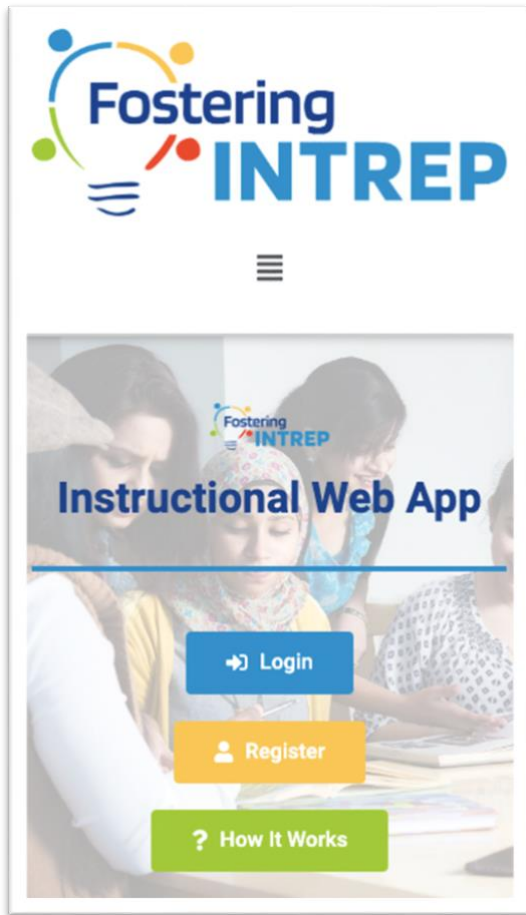
INSTRUCTIONAL WEB APP MANUAL

Developped by Innoquality Systems Ltd.
together with the INTREP partnership

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Introduction



The INTREP Instructional Web App is an app that is targeted primarily to adult community educators to foster social innovation and entrepreneurship in intercultural and interreligious contexts.

This app is web-based, which means that it can be used on any mobile device as well as on laptops or desktop computers through the web browser.

This manual is dedicated to educators wanting to use the app for their educative activities. It will briefly explain the main functionalities. Our development team tried its best to make the use as intuitive as possible.

We very much hope that this product will help you foster social innovation in interreligious and intercultural contexts.

Using the App



Sign-up/register

First of all, you need to register and create a profile. The system will ask you to put in the following data:

- First name
- Last name
- Email
- Password (2x)
- Organization data (name, city and country)

Once you have filled in the information, you will get an email and you have to click on the confirmation link.

Congratulations you have successfully created a user profile!

Note: It is possible that the confirmation link goes into the SPAM folder. We recommend revising after registration.

User profiles

The app is designed in a way that it has two types of user profiles:

- a) Adult educators / teachers
- b) Adult learners / students

The main user of the app is the adult educator/teacher. Teachers are enabled to create student profiles, user groups and to manage entries by students.

Students DO NOT individually have to register or sign up in the app. They can simply access the app and the activities through the access links (QR-code or URL-link) that are created by the adult educators / teachers. Instructions are to be found below.

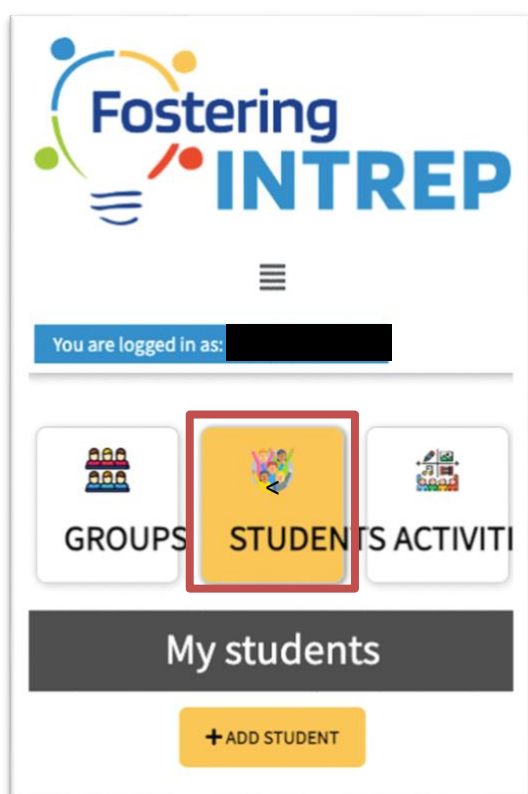
Main functionalities

The app has three main areas with the functionalities of creation and administration:

- Student profile
- Groups
- Activities

Student profiles

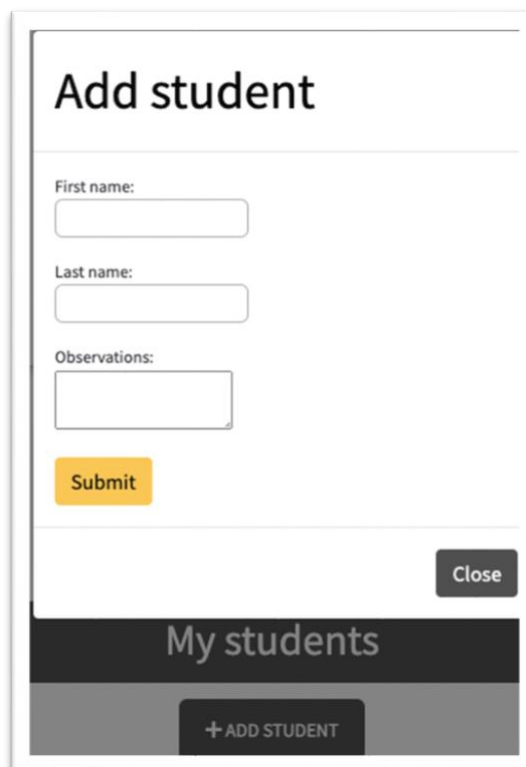
Creating student profiles



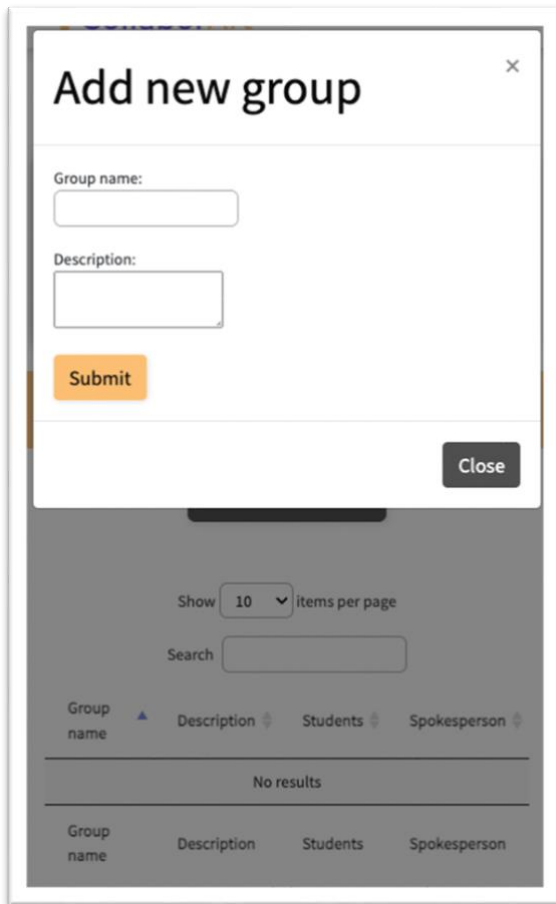
Adult educators must create profiles for the participants they will be working with. Just by clicking on “Add student” a form will ask you to introduce first and last name (see below). Additionally, there is the possibility to include an observation, which can be some note about the participant.

Confirm the creation by submitting the form and closing it.

Users are listed at “my students”. All user profiles can be edited by clicking on the icon on the left of the student’s name and choosing “edit student”.



Groups

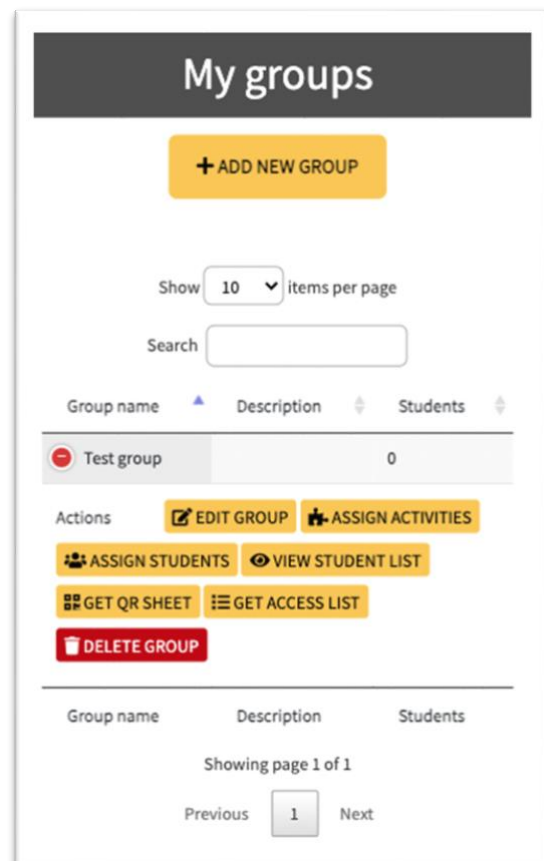


Creating groups

Creating groups works identically as creating student profiles. Name the group however you like and add a description that helps you to distinguish different groups.

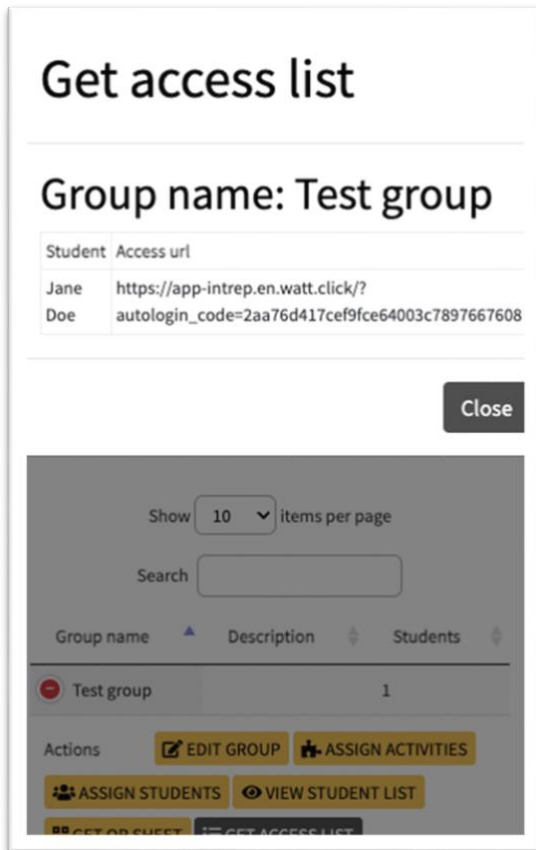
If you click on the icon to the left of the group name you will have the following options:

- **Edit group:** to change group settings
- **Assign activities:** allocate tasks to groups
Note: activities can only be assigned to groups and not to individuals
- **Assign students:** adding students to a certain group
- View student list
- **Get QR sheet** (explained below)
- **Get access list** (explained below)
- Reviews group activity
- Delete group



Enable students to use the app

The app is programmed in a way that adult educators create the students' profiles and then share the access information. There are two ways how students access with their profile:



Option A (see left) is that students access their profile through a weblink (which is recommended to be sent by email, message etc. as a clickable link so it can be accessed easier).

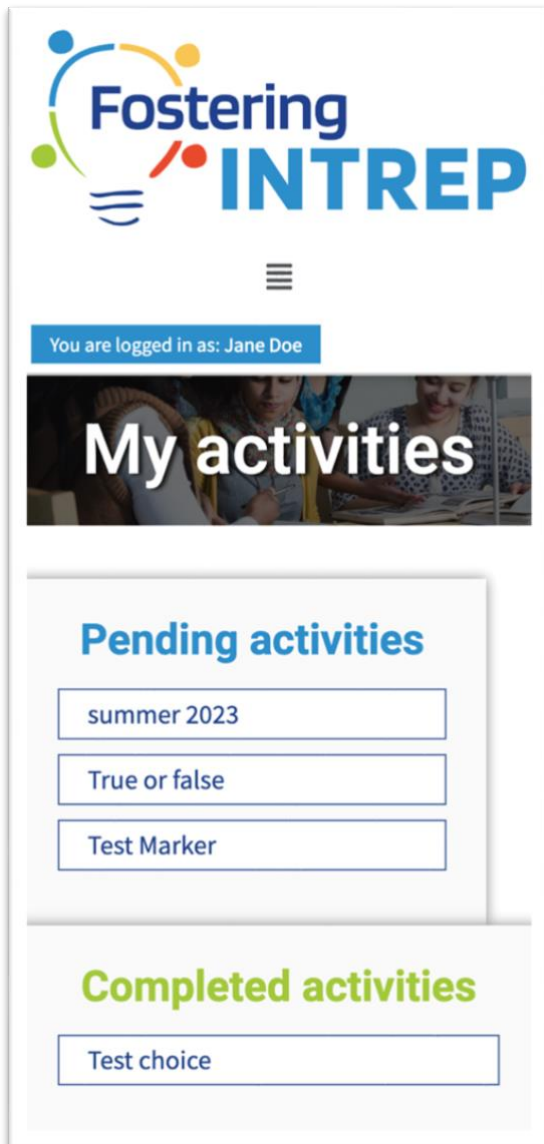
By clicking on “**Get access list**”, the system creates a list with the access-links for each user who is part of that particular group.

Option B (see below) is to click on “**Get QR sheet**”. This way a PDF-file with a QR-code (and weblink) for each user profile for this group is created. This document can be printed out and handed to the participants

Access codes can be created / looked up individually for each student too. Click on “students” and on the icon on the left of the student and there is the option to view or even renew the student access code.



Student panel



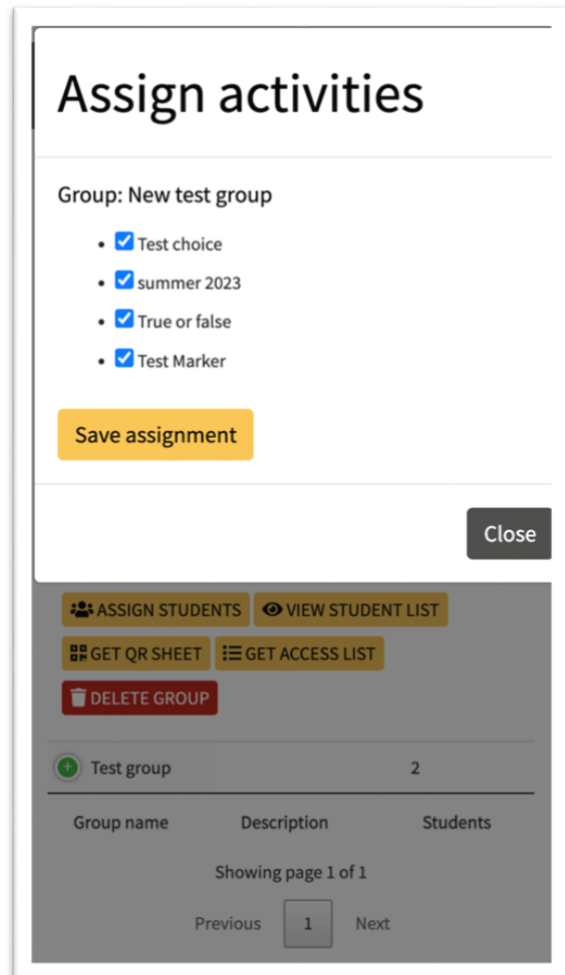
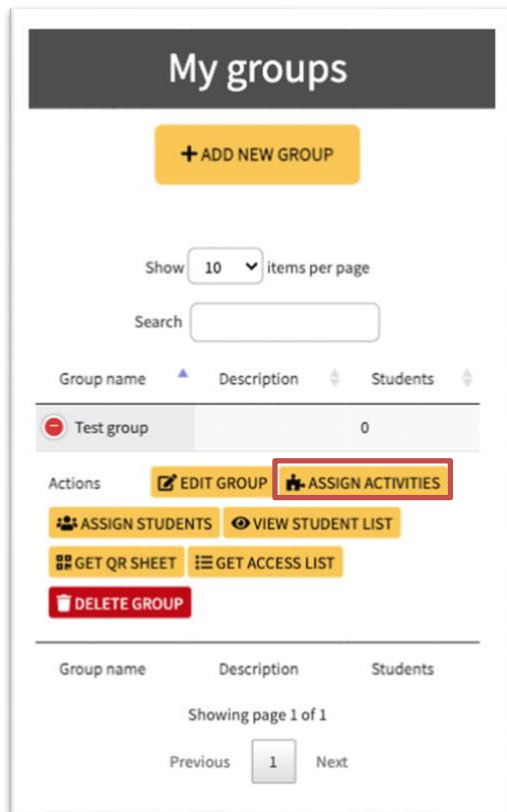
The student panel is how learners engage with the app (see students view left). Students will access the app through the QR-Code or weblink provided by the educator. They will be sent directly to their individual profile through their mobile web browser.

Students can see their pending as well their completed activities and perform the tasks allocated to them.

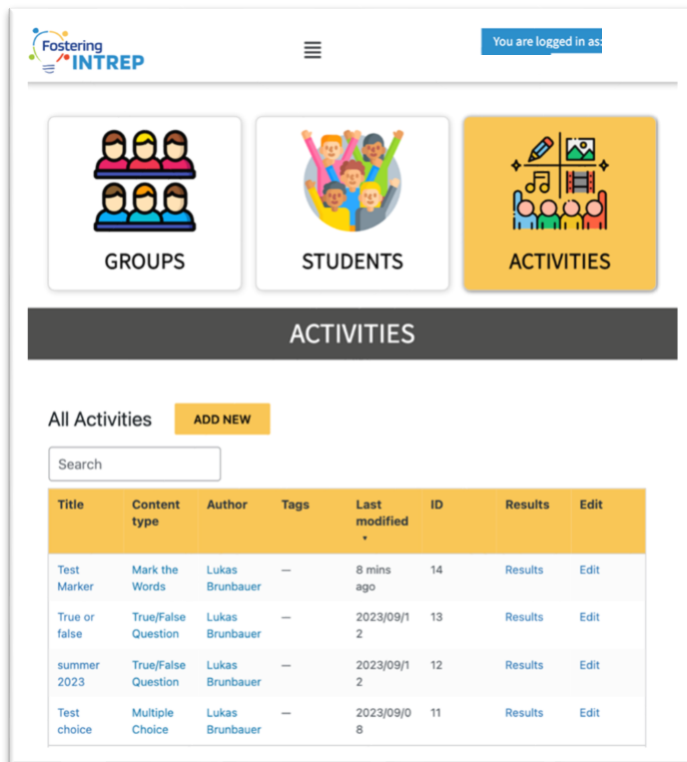
Activities

Activity assignment

As an educator you can create activities and assign them to student groups. The results



Activity tracking



The screenshot shows the 'ACTIVITIES' section of the Fostering INTREP web app. At the top, there are three navigation cards: 'GROUPS', 'STUDENTS', and 'ACTIVITIES'. Below these is a dark grey header for 'ACTIVITIES'. Underneath, there is a section for 'All Activities' with an 'ADD NEW' button and a search input field. A table lists the activities with the following data:

Title	Content type	Author	Tags	Last modified	ID	Results	Edit
Test Marker	Mark the Words	Lukas Brunbauer	—	8 mins ago	14	Results	Edit
True or false	True/False Question	Lukas Brunbauer	—	2023/09/12	13	Results	Edit
summer 2023	True/False Question	Lukas Brunbauer	—	2023/09/12	12	Results	Edit
Test choice	Multiple Choice	Lukas Brunbauer	—	2023/09/08	11	Results	Edit

The results can be seen by the educator in the activities section (see educator’s view below).

Activity creation

These are the types of activities that can be created:

- **Drag text** - Create text-based drag and drop activities
- **Mark the words** - Create activities where beneficiaries highlight words
- **Drag and drop** - Create drag and drop activities with images
- **Image pairing** - Drag and drop image matching game
- **True/False questions** - Create True/False questions
- **Single Choice Set** - Create questions with one correct answer
- **Multiple choice** - Create flexible multiple choice questions
- **Summary** - Create activities with a list of statements
- **Question set (Quiz)** – Create a list of questions freely combining previous types (true/false, single choice, multiple choice)

Activity forms and samples

The following table provides a screenshot of the forms to create these activities (left column) and the view of a sample activity on a mobile device (right column).

Form for creating the activity	View of sample activity on a mobile device
<p>Drag the words</p> <p>Drag the Words Copy Paste & Replace</p> <p>Drag the Words</p> <p>Title Metadata</p> <p>Used for searching, reports and copyright information</p> <p>Media</p> <p>Task description *</p> <p>Describe how the user should solve the task.</p> <p>Drag the words into the correct boxes</p> <p>Text Show instructions</p> <p>*Oslo* is the capital of Norway, *Stockholm* is the capital of Sweden and *Copenhagen* is the capital of Denmark. All cities are located in the *Scandinavian:Northern Part of Europe* peninsula.</p> <p>Overall Feedback</p> <p>Define custom feedback for any score range</p> <p>Click the "Add range" button to add as many ranges as you need. Example: 0-20% Bad score, 21-91% Average Score, 91-100% Great Score!</p>	<p>Of which countries are Berlin, Washington, Beijing, Canberra and Brasilia the capitals?</p> <p>_____ is the capital of Brazil.</p> <p>_____ is the capital of the US.</p> <p>_____ is the capital of Germany.</p> <p>_____ is the capital of China.</p> <p>_____ is the capital of Australia.</p> <p>Beijing Brasilia Canberra Berlin</p> <p>Washington</p>

Drag and drop

Step 1 – Title and images

Drag and Drop Copy Paste & Replace

Drag and Drop

Title * Metadata
Used for searching, reports and copyright information

Step 1 Settings Step 2 Task

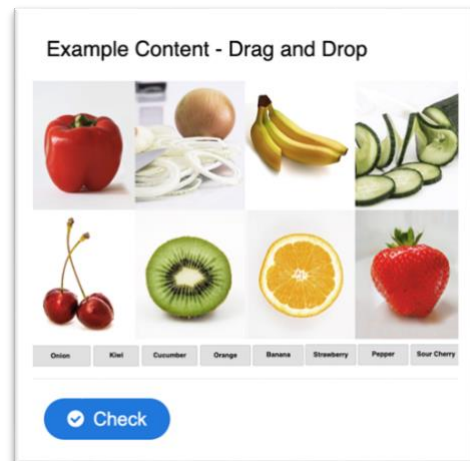
Background image
Optional. Select an image to use as background for your drag and drop task.

+ Add

Task size *
Specify how large (in px) the play area should be.

620 x 310

Next Step Task



Step 2 – Task description

Drag and Drop Copy Paste & Replace

Drag and Drop

Title * Metadata
Used for searching, reports and copyright information

Step 1 Settings Step 2 Task

Task *
🔊 T 🖼️ 📄

Start by placing drop zones.
Place droppable elements and check off the appropriate drop zones.
Edit drop zones and check off correct answers.


<h3>Mark the words</h3> <p>Mark the Words <input type="text"/> Copy Paste & Replace</p> <p>Mark the Words</p> <p>Title * <input type="text"/> Metadata Used for searching, reports and copyright information</p> <p>Media <input type="text"/></p> <p>Task description * Describe how the user should solve the task. <input type="text"/> Click on all the verbs in the text that follows.</p> <p>Textfield * Show instructions <input type="text"/> This is an answer: *answer*.</p>	<p>Click the various types of berries mentioned in the text below!</p> <p>Bilberries, also known as blueberries are edible, nearly black berries found in nutrient-poor soils.</p> <p>Cloudberrries are edible orange berries similar to raspberries or blackberries found in alpine and arctic tundra.</p> <p>Redcurrants are red translucent berries with a diameter of 8–10 mm, and are closely related to blackcurrants.</p> <p><input type="button" value="Check"/></p>
<h3>Fill in the blanks</h3> <p>Fill in the Blanks <input type="text"/> Copy Paste & Replace</p> <p>Fill in the Blanks</p> <p>Title * <input type="text"/> Metadata Used for searching, reports and copyright information</p> <p>Media <input type="text"/></p> <p>Task description * A guide telling the user how to answer this task. <input type="text"/> Fill in the missing words</p> <p>Text blocks * <input type="text"/> Line of text Show instructions</p> <p><input type="text"/> Oslo is the capital of *Norway*.</p> <p><input type="button" value="ADD TEXT BLOCK"/></p>	 <p>Insert the missing words in this text about berries found in Norwegian forests and mountainous regions.</p> <p>Bilberries (<i>Vaccinium myrtillus</i>), also known as <input type="text"/> berries are edible, nearly black berries found in nutrient-poor soils.</p> <p><input type="text"/> berries (<i>Rubus chamaemorus</i>) are edible orange berries similar to raspberries or blackberries found in alpine and arctic tundra.</p> <p>Redcurrant (<i>Ribes rubrum</i>) are red translucent berries with a diameter of 8–10 mm, and are closely related to its black colored relative <input type="text"/> currant.</p>

Image pairing

Image Pair
Copy Paste & Replace

Image Pair

Title * Metadata

Used for searching, reports and copyright information

Task Description *

A guide telling the user how to solve this task.

Drag images from the left to match them with corresponding images on the right

Cards *

1. Card

2. Card

+ ADD CARD

Image *

+ Add

Alternative text for Image *

Describe what can be seen in the photo. The text is read by text-to-speech tools needed by visually impaired users.

Matching Image






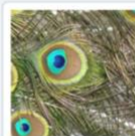


An optional image to match against instead of using two cards with the same image.

+ Add

Alternative text for Matching Image

Describe what can be seen in the photo. The text is read by text-to-speech tools needed by visually impaired users.

Drag images from the left to match them with corresponding images on the right

Multiple Choice

Multiple Choice ▾
Copy Paste & Replace

Multiple Choice

Title * Metadata

Used for searching, reports and copyright information

▸ Media

Question *

Available options *

▾ Option
✕

Text *

Correct

▸ Tips and feedback


▾ Option
✕

Text *

Correct

▸ Tips and feedback

ADD OPTION




What color does the blackcurrant berry actually have?

Very dark purple

Black

Blue

Check

<h3>Summary</h3> <p>Summary <input type="text"/> Copy Paste & Replace</p> <p>Summary</p> <p>Title * <input type="text"/> <small>Metadata</small> Used for searching, reports and copyright information</p> <p>Introduction text * Will be displayed above the summary task. <input type="text"/></p> <p>Summary * Textual Default</p> <p>Set of statements <input type="text"/> × ↑ ↓</p> <p>List of statements for the summary - the first statement is correct. *</p> <p>Statement <input type="text"/> × ↑ ↓</p> <p>Statement <input type="text"/> × ↑ ↓</p> <p><input type="button" value="Add statement"/></p> <p>Tip</p> <p><input type="button" value="ADD STATEMENTS"/></p>	<p>Choose the correct statement. i</p> <p>✓ Progress: 0/2</p> <p>Blueberries are non-edible, elongated berries.</p> <p>Blueberries are non-edible, round berries.</p> <p>Blueberries are edible, round berries.</p>
<h3>True/False Question/Statement</h3> <p>True/False Question <input type="text"/> Copy Paste & Replace</p> <p>True/False Question</p> <p>Title * <input type="text"/> <small>Metadata</small> Used for searching, reports and copyright information</p> <p>Media <input type="text"/></p> <p>Question * <input type="text"/></p> <p>Correct answer * <input checked="" type="radio"/> True <input type="radio"/> False</p> <p>Behavioural settings</p> <p>Text overrides and translations</p> <p>Actions <input type="button" value="Create"/></p>	 <p>Oslo is the capital of Norway.</p> <p><input type="radio"/> Yes <input type="radio"/> No</p> <p><input type="button" value="Check"/></p>

Single Choice Set – several single choice questions in a row

Single Choice Set Copy Paste & Replace

Single Choice Set

Title * Metadata
Used for searching, reports and copyright information

List of questions * Textual Default

Question & alternatives × ↑ ↓

Question *
Alternatives - first alternative is the correct one. *

Alternative × ↑ ↓

Alternative × ↑ ↓

Add answer

Question & alternatives × ↑ ↓

Question *

Goji berries are also known as ... 🔊

Catberries

Wolfberries

Bearberries

Question set (Quiz)- combine several questions

Question Set Copy Paste & Replace

Question Set

Title * Metadata
Used for searching, reports and copyright information

Quiz introduction

Background image
An optional background image for the Question set.
+ Add


Progress indicator *
Question set progress indicator style.
Dots ↓

Pass percentage *
Percentage of Total score required for passing the quiz.
50

Questions * Textual Default

1. Loading... × Question type *
Library for this question.
- Copy Paste

+ ADD QUESTION



Which of the berries listed below are berries you can pick in the wild?

Raspberry

Blueberry

Strawberry

Cocktail cherry

Halle Berry

Cloudberry

✓ Check ➔

🔍 ○ ○ ○

Additional settings

The forms displayed in the section above show the most important input required to create an activity. There are two main additional settings for each activity:

- a) Feedback the users get when applying the activities and
- b) the behavioral settings

Some activities contain further settings which can be adjusted. They are explained in the activity settings in the app.

a) Feedback

The system allows you to adjust the grading of the results for each answer. This may be especially useful if you use a question set (quiz) with several questions.

▼ Overall Feedback

Define custom feedback for any score range
 Click the "Add range" button to add as many ranges as you need. Example: 0-20% Bad score, 21-91% Average Score, 91-100% Great Score!

Score Range *	Feedback for defined score range
0 % - 33 %	poor result ✕
34 % - 66 %	average result ✕
67 % - 100 %	excellent result ✕

ADD RANGE
Distribute Evenly

b) Behavioural settings

It is possible to

- a) enable or disable the option of retrying and activity or
- b) show/don't show the solution or
- c) provide instant feedback.

▼ Behavioural settings.

Enable "Retry"

Enable "Show Solution" button

Instant feedback

Note: Please ignore the "Text overrides and translations" section.