

## PoodLL Overview for Instructors

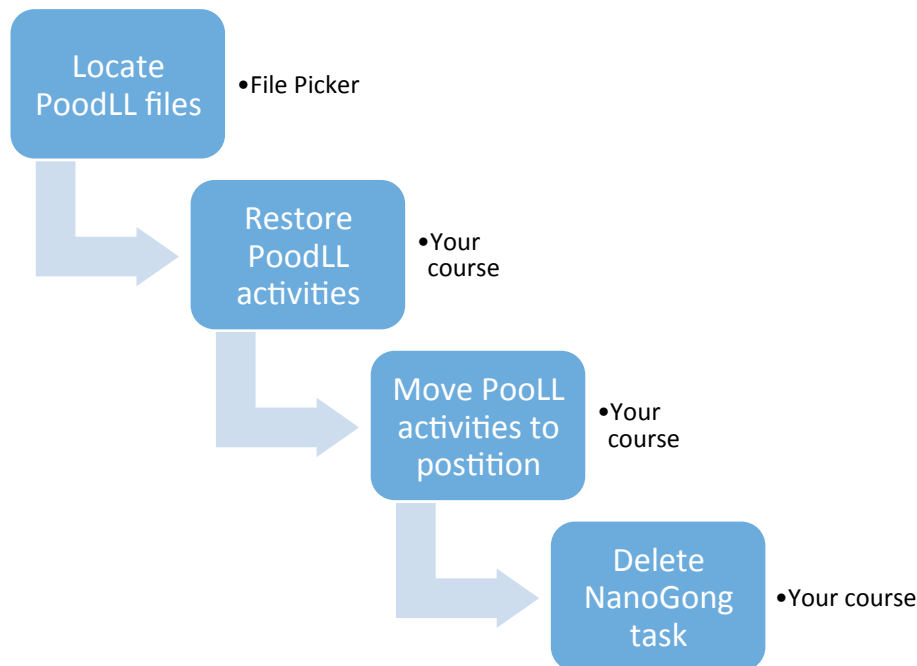
A PoodLL assignment allows instructors to collect voice recordings from students and provide feedback. This document explains how instructors can replace the (outdated) NanoGong activities in the courseware with PoodLL assignments.

All of these updated PoodLL assignments are available in the PoodLL repository in the Edulinc file picker panel. If you want to create your own PoodLL activities there is a help file for this, called "How to Create a PoodLL Assignment," on [learnit2teach.ca](http://learnit2teach.ca), under the Support menu on the Moodle 3.1 Stage 3 page.

Nanogong activities should be updated to PoodLL because:

- NanoGong is not as stable on the edulinc courseware as PoodLL.
- PoodLL assignments are compatible with most devices, including tablets and smart phones.
- Unlike NanoGong, PoodLL does not require Java or any plugins. Eventually, NanoGong activities will stop working on new browsers.
- PoodLL supports both audio and video recordings.

## Steps to Updating NanoGong Activities to PoodLL Assignments

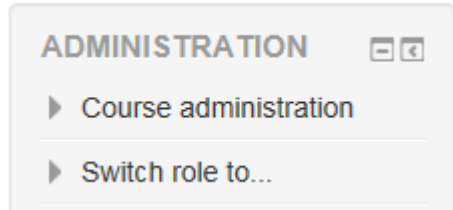


## Replacing NanoGong Activities with PoodLL Assignments

### Part 1: How to Add PoodLL Assignments to Your Courseware

1. Navigate to the course that requires an update to PoodLL activities.

2. On your course page, locate the *Administration* block and click *Course administration* to display that section (if necessary).

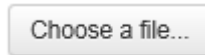


3. Click the *Restore* link.



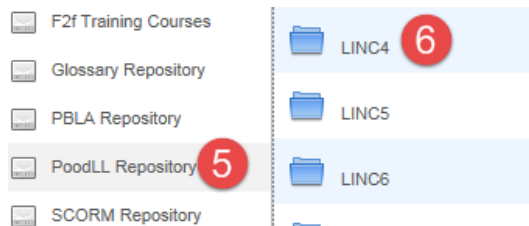
The *Import a backup file* page appears.

4. Click the *Choose a file...* button



The *File picker* pop up appears.

5. In the left column, click on the *PoodLL Repository* link.
6. Choose the course level folder.

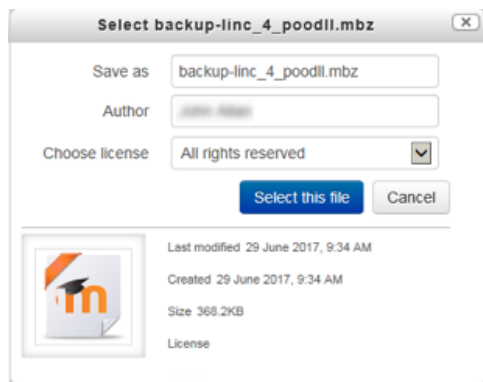


A compressed file appears, it contains all of the PoodLL activities for that level.

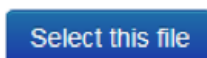
7. Click on the *compressed file* (extension. Mbz)



A pop up appears, review the information.



8. Click the *Select this file* button



The *Import a backup file* page re-appears. Click on the *restore* button.

9. The *Backup details - Confirm* page appears.

Restore

The 7 steps of restoring a course or course elements appear at the top of this page.

1. Confirm ▶ 2. Destination ▶ 3. Settings ▶ 4. Schema ▶ 5. Review ▶ 6. Process ▶ 7. Complete

## Backup details

Type	Course
Format	Moodle 2
Mode	General
Date taken	Thursday, 29 June 2017, 9:28 AM
Moodle version	3.1.1+ (Build: 20160825) [2016052301.09]
Backup version	3.1 [2016052300]
URL of backup	http://www.edulinc.org [91b4db849988b6fbb9cee685a0df38f7]

10. Scroll to the bottom of this page (Confirm step)

11. Click on the *Continue* button

Continue

The *Destination step* page appears.

There are three options on this page, locate *Restore into this course*

12. Make sure the choose the *Merge the backup course into this course* option is selected.

**Be careful with this step as *Choosing Delete the contents of this course and then restore* will remove all of the current course contents and only replace it with the PoodLL activities.**

Do NOT select the second option or your course contents will be deleted.

### Restore into this course

Merge the backup course into this course

Delete the contents of this course and then restore

Continue

13. Click on the *Continue* button.

Continue

The *Settings step* page appears.

14. Ensure that the *Include activities and resources* and the *Include filters* boxes are checked.

<b>Include user role assignments</b>	<input type="checkbox"/>
Include activities and resources	<input checked="" type="checkbox"/>
<b>Include blocks</b>	<input type="checkbox"/>
Include filters	<input checked="" type="checkbox"/>

15. Click on the *Next* button.

The *Schema step* page appears. Note that all activities are located in *Section 0*

16. Scroll down the page to view the list of activities

<b>Section 0</b>	<input checked="" type="checkbox"/>	<b>User data</b>	<input type="checkbox"/>	
Activity: Why LINC?	<input checked="" type="checkbox"/>	-	<input type="checkbox"/>	
Owning a Home Abroad	<input checked="" type="checkbox"/>	-	<input type="checkbox"/>	
Making a Difference	<input checked="" type="checkbox"/>	-	<input type="checkbox"/>	
Tongue Twister /th/	<input checked="" type="checkbox"/>	-	<input type="checkbox"/>	

17. Uncheck activities that are not required on your course. (Make sure the activities that you require are checked). If you only want less than five or ten PoodLL assignments, it may be faster to click the *None* link and then select those activities you do want.

18. Click the *Next* button

The *Review step* page appears.

19. Scroll down the page and review the settings.

Perform restore

20. When you are satisfied, click on the *Perform Restore* button

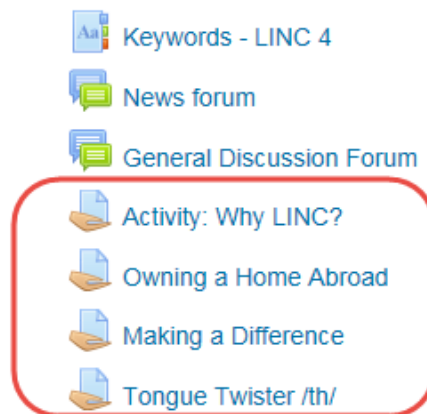
This message appears, informing that the restore is complete.

1. Confirm ▶ 2. Destination ▶ 3. Settings ▶ 4. Schema ▶ 5. Review ▶ 6. Process ▶ 7. **Complete**

The course was restored successfully, clicking the continue button below will take you to view the course you restored.

Continue

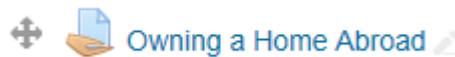
21. Click on the *Continue* button
22. The PoodLL assignments are in *Zero Topic* (a.k.a *Section 0*)



## Part 2: Moving PoodLL Assignments from *Zero Topic* to Another Topic

Activities restored into a course are added to the Zero (or General) Topic, i.e. the top section in a course. Follow these steps to to move the activities from Zero topic into a different section in the courseware.

1. Note the location on the main course page (e.g. *Topic* or *Section* name) of the NanoGong activity to be replaced.
2. Click the *Turn editing on* button if needed.
3. Locate the *PoodLL activity* to be moved. It is in *Zero Topic*.

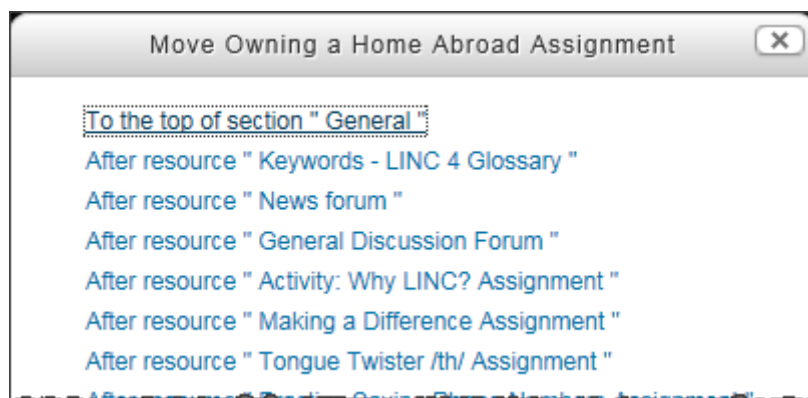


4. Move the *mouse pointer* over the *Move resource* icon

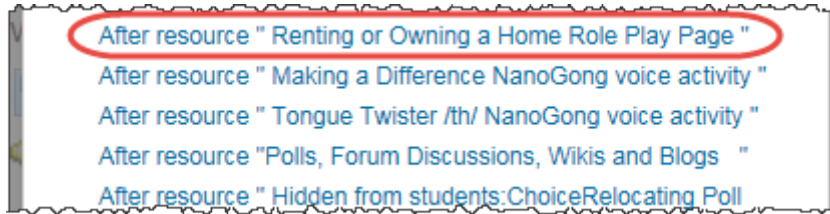
The mouse pointer changes to a cross

5. Click on the *Move resource* icon

The *Move* pop up window appears



6. Scroll down until the location of the assignment is identified
7. Click on the appropriate link



The PoodLL assignment appears in its new location, usually below the link that was clicked on in Step 7.

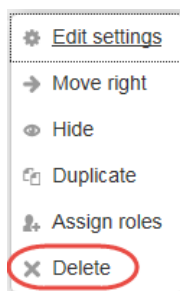


## Deleting a NanoGong Activity

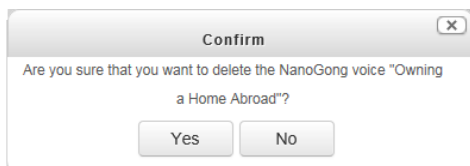
8. Click on the NanoGong activity *Edit link*



9. Click *Delete*



10. In the Confirm pop up, click *Yes*



11. Click the *Turn Editing off* button



The activity is ready. You may test it as a student.