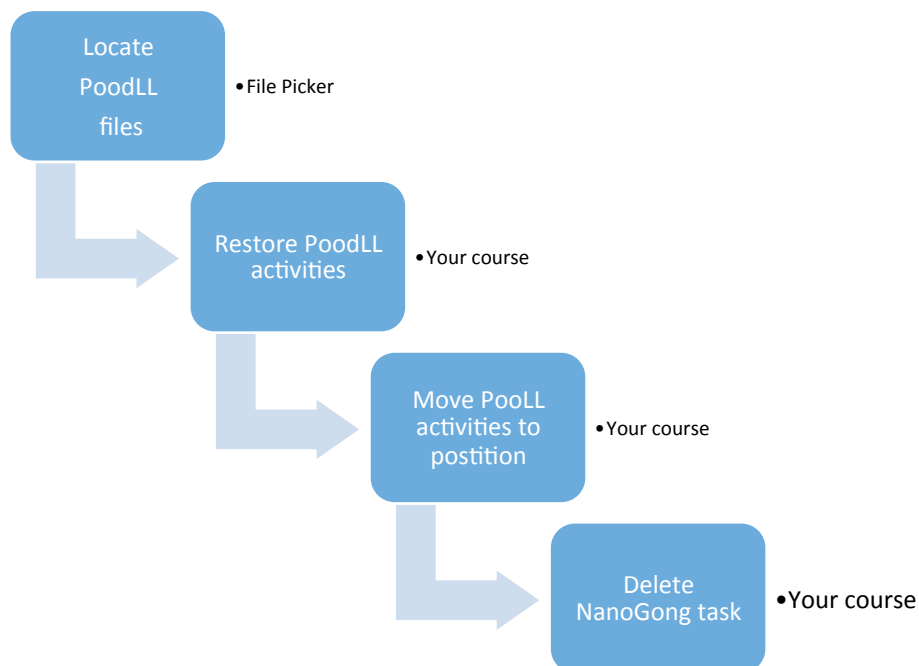# PoodLL Overview for Instructors

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 This document explains how instructors can replace the (outdated) NanoGong activities in the courseware with PoodLL assignments.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, 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

Locate PoodLL files
- File Picker

Restore PoodLL activities
- Your course

Move PooLL activities to postition
- Your course

Delete NanoGong task
- Your course

## 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).
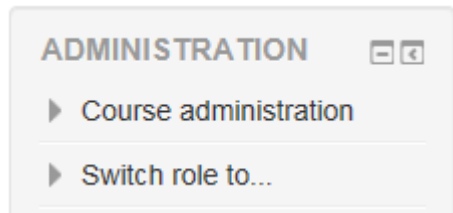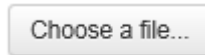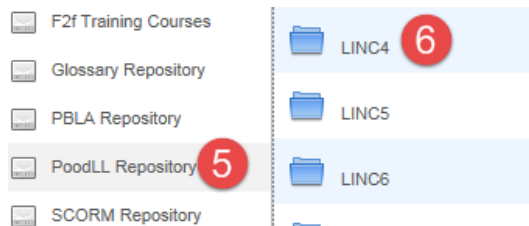


3. Click the *Restore* link.

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.
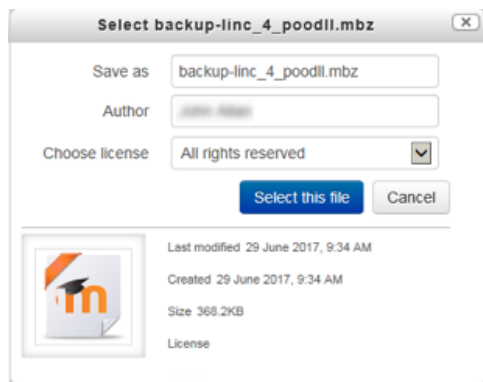6. Choose the course level folder.



A compressed file appears, it contains all of the PoodLL activities for that level.
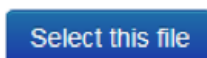
7. Click on the *compressed file* (extension. Mbz)



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.

**Include user role assignments** ✗

Include activities and resources ☑

**Include blocks** ✗

Include filters ☑

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



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*)
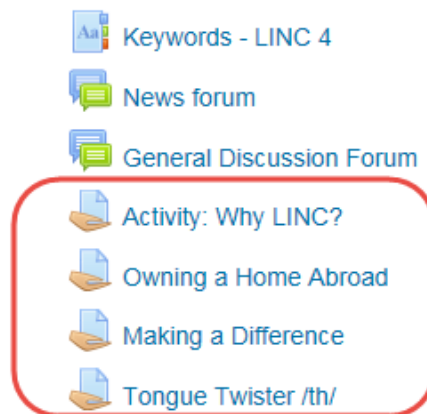


## Part 2: Moving PoodLL Assignments from *Zero Topic* to Another Topic

Activities restored into a course are added to the Zero (or General) Topic, i.e. the top section in a couse. Follow these steps 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.

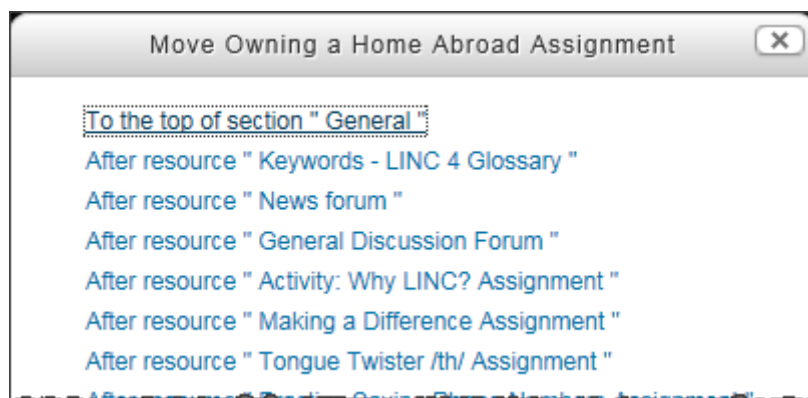3. Locate the *PoodLL activity* to be moved. It is in Zero *Topic.*
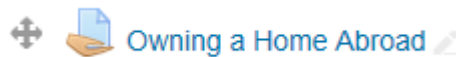
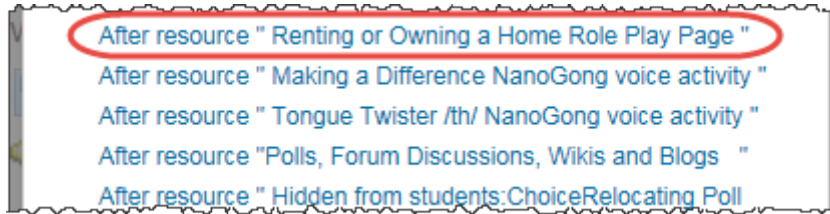4. Move the *mouse pointer* over the *Move resource* icon

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



> After resource " Renting or Owning a Home Role Play Page "
> After resource " Making a Difference NanoGong voice activity "
> After resource " Tongue Twister /th/ NanoGong voice activity "
> After resource "Polls, Forum Discussions, Wikis and Blogs "
> After resource " Hidden from students:ChoiceRelocating Poll

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



Renting or Owning a Home Role Play

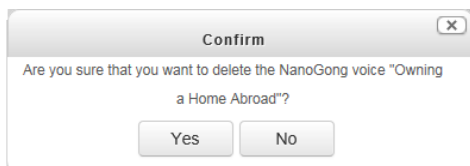Owning a Home Abroad

Making a Difference

## Deleting a NanoGong *Activity*

8. Click on the NanoGong activity   *Edit link*



Owning a Home Abroad               Edit ▾

9. Click *Delete*

> ⚙ Edit settings
> → Move right
> 👁 Hide
> ⧉ Duplicate
> 👤 Assign roles
> ✕ Delete
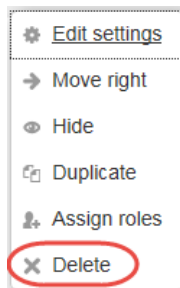
10. In the Confirm pop up, click *Yes*



> **Confirm**                     ✕
> Are you sure that you want to delete the NanoGong voice "Owning
> a Home Abroad"?
> [ Yes ]    [ No ]

11. Click the *Turn Editing off* button    [ Turn editing off ]

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