

# Learning Materials Management

The Learning Objects management page is made by three tabs:

1. **Course Objects:** list of actual LO of the course, available for students. They can be directly created from this area or imported either from MyObjects or Shared Objects areas.
2. **Shared Objects:** a repository of LO shared among all the courses and users with permission to access this tab
3. **My Objects:** personal materials' repository for the logged user. A private area for teachers in which they can store their own objects, create new objects or import objects from other teachers. It is an inter-course area in the sense that the objects placed there can be viewed from any of the courses managed by the teacher.

In all the tabs, LO Objects can be organized into folders/subfolders.

## Course Objects

MY OBJECTS COURSE OBJECTS SHARED OBJECTS

Lectures

Folder

Introduction (HTML Page)

Lesson Slides (doc)

More lesson slides (pdf)

Folder

Hidden Material

Interaction test - scorm 1\_2

Assignment - Upload an Essay

Final Test

Quality Survey

Create new ▾

- Directory
- Assignment
- HTML page
- Upload file
- Survey
- SCORM

## LO types

- SCORM
- TEST
- Upload file
- HTML page
- Survey
- Assignment (since Forma 4.2)

The following LOs are available until Forma 4 and **REMOVED SINCE FORMA 4.1** and it won't be possible to create new ones. Previously created LOs will keep working but may be removed in feature releases.

- FAQ
- Glossary
- Links

## LO actions and features

More lesson slides (pdf)

Hidden Material

**Interaction test - scorm 1\_2**

Assignment - Upload an Essay

Final Test

1. **View:** open and launch the learning object. Actions will be tracked as for normal fruition
2. **Edit:** access the edit page for this of learning object. Each type of learning object has a different edit mode.
3. **Properties:** edit object properties for:
  1. Prerequisites
  2. LO Properties
4. **Assign:** assign this LO only to specific users
5. **Categorize:** Add description, category, and tags for the knowledge base
6. **Copy:** duplicate the object
7. **Delete:** Delete the object

## Properties: Prerequisites

Click on the “Properties” icon to open the Properties > Prerequisites tab.

Here you can select the LO in the course that need to be completed for the object to be unlocked

Prerequisites Properties

Title Evaluation Test

**Prerequisites**

- Lectures
- Pre-Assessment
- Lesson Slides
- Lesson slides
- Evaluation Test

Submit Cancel

# Properties: Properties

Here you can set the general configuration settings for this object. Different LO types might have different option sets.

Prerequisites Properties

Title	<input type="text" value="Interaction test - scorm 1_2"/>
Hidden	<input checked="" type="radio"/> No <input type="radio"/> Yes
Publish from	<input type="text" value="gg/mm/aaaa --:--"/>
Publish until	<input type="text" value="gg/mm/aaaa --:--"/>
Number of views	<input type="radio"/> Until not completed/passed <input checked="" type="radio"/> Infinite <input type="radio"/> Only one time
End object marker	<input checked="" type="radio"/> No <input type="radio"/> Yes
Bookmark	<input checked="" type="radio"/> No <input type="radio"/> Begin <input type="radio"/> Final
Autoplay	<input type="radio"/> No <input checked="" type="radio"/> Yes
playertemplate	<input type="text" value="default"/>
Width	<input type="text" value="0"/>
Height	<input type="text" value="0"/>
Ignore score	<input checked="" type="radio"/> No <input type="radio"/> Yes
weight	<input type="text" value="0"/>
show to user	<input checked="" type="radio"/> No <input type="radio"/> Yes
use for final	<input checked="" type="radio"/> No <input type="radio"/> Yes

## General options, available for all types of objects:

- **Title:** display LO name. Editable only for SCORM objects, for other types use their edit page
- **Hidden:** decide whether this object must be visible or not for students (default: yes)
- **Publish from/until:** the object will be visible only between the selected dates. Leave empty for unlimited
- **Number of Views:** define how the object must be accessible based on its completion status

- **End Object Marker:** if set to yes, completing this object will **set the user status on the whole course to “complete”** .

## Score Options

The following options are available only for LO types involving scoring logics:

- **Bookmark:** this object's score will be reported as separate start score or final score for the course
- **Ignore score:** only managed for SCORM objects. Essentially, if a SCORM package has a minimum score defined in its manifest but the instructor wants to set a new threshold, this flag bypasses the value declared in the manifest."
- **Weight:** weight of this LO's score in final vote calculation
- **Show to user:** the score obtained for this LO will be listed in the user's Report Card
- **Use for Final:** this score is considered or not in the final score calculation

The options weight, show to user and use for final have been migrated in this position since Forma 4.2. In prior versions they were set from the gradebook module

## Assign to selected users

Here you can assign the LO only to selected users or groups. Other users won't see the object.

### ACCESS

Assign users: Lesson Slides

**USERS**
GROUPS

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0 Selected elements Select: [All pages](#) , [None](#) « Start < Previous 1 Next > End » 1 - 5 of 5 25 ▼

<input type="checkbox"/>	Username ▲	Last name	First name	Email ▼ ↕	Last access date ▼ ↕
<input type="checkbox"/>	admin	Smith	John		
<input type="checkbox"/>	baswad	Aswad	Batul	BatulSuhaylaAswad@jourrapide.com	
<input type="checkbox"/>	bjamison	Jamison	Bobby	BobbyDJamison@teleworm.us	
<input type="checkbox"/>	lbrodeur	Brodeur	Liane	LianeBrodeur@armyspy.com	
<input type="checkbox"/>	molmos	Olmos	Mercedes	MercedesOlmosVillalpando@einrot.com	

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0 Selected elements Select: [All pages](#) , [None](#) « Start < Previous 1 Next > End » 1 - 5 of 5 25 ▼

Save changes

Undo

## Categorize

Use this form to categorize the object within the Forma Content Library

## CONTENT LIBRARY

Categorize: Lesson slides

 All categories

Original name stored in the platform

Lesson slides

Name

Lesson slides

Language

english

Type

file

Environment

























course\_lo

Make this resource playable also by people that cannot access it.


This resource is mobile compliant.

Description

File Edit View Insert Format Table

  **B** *I*                        

Paragraph 11pt

 A **A** 😊

0 WORDS

Add tags



Use commas to separate tags.

Tags:

Save changes

Undo

# Shared Objects

This is the area where teachers can share teaching objects with other teachers, can import them to their own homepages or directly to the courses section.

Note:

- Importing entails making a new copy of the imported object, which will therefore be treated as a completely new object
- Teachers can create, copy and move any shared LO, but can delete only their own. Only administrators can delete LO by other users.

# My Objects

Materials in this area can be viewed and managed only by the logged user, and are shared among all the courses where he has teacher permissions.

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