

This is a quick guide to several eFront characteristics based on a concrete example.

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Overview

We assume that by now you have installed eFront and that you have at your disposal three main users (an Administrator, a Professor and a Student).

In this tutorial, you will learn:

- How to create new categories and new lessons (Administrator role)
- How to enroll users to lessons (Administrator role)
- How to describe your lesson (Professor role)
- How to create the basic structure of your lesson (Professor role)
- How to create tests for your lesson (Professor role)
- How to decide what components to activate for your lesson (Professor role)
- How to create rules to restrict and guide the users (Professor role)
- How to track users' progress and give grades (Professor role)
- How to register to the system (Student role)
- How to follow the lesson's material and track your progress (Student role)
- How to communicate with your fellow lesson students or with the professor (Student role)

Create a new Category and Lesson

Assume that we want to build a lesson about ancient Maya civilizations. We will call it "Maya history".

We first need to log-in as an Administrator. If we want we can create a new Category that provides a logical organization of our lessons.

- From the Administrator panel, select "Categories" and then "Add Category"
- We use "Ancient Civilizations" as the name of the new category. The new category is a first-level/top-level category (it has no parent folder). By using parent categories, we could build an arbitrarily big list of nested categories (disciplines/subjects and courses within those disciplines), but it is not needed for our example.

The screenshot shows a web form titled "New category options". It features a blue header bar with the title. Below the header is a tab labeled "Category settings". Underneath the tab is another blue bar with the text "Category settings" and a right-pointing arrow. The main form area contains two input fields: "Category name:" with the text "Ancient Civilizations" entered, and "Parent category:" with a dropdown menu showing "----Root category----". At the bottom of the form is a blue "Submit" button.

- We return to the main Administration panel and select "Lessons"
- We use "Maya Civilization" as the name of our new lesson. We put it under the "Ancient Civilizations" category and save the new lesson.

New lesson options

Edit lesson

Edit lesson

Lesson name: *

Language: english ▼

Categories: Ancient Civilizations ▼

Lesson is available: Exclusively through course
 Directly

Active:

Show lesson in catalog:

Price: €

Subscription: No ▼

Note: Make sure that you select the "Lesson is available directly" option instead of "Available exclusively through a course". Otherwise, we will not be able to treat the lessons as a self-contained entity.

Enroll users

The second thing we have to do is to assign users and professors to our new lesson. This is accomplished from the administrator panel as well. Additional users can be assigned to the lesson from the professor interface later.

When we create a new lesson we can assign new users to it immediately. For our example, immediately after saving the lesson we see the tab with the "Lesson users". We just need to select the users we want to enroll to the lesson and their status will be updated.

Options for lesson "Maya civilization"

Edit lesson Lesson users Skills offered

Select lesson users

✔ Complete for all users

Login	User role in lesson	Completed	Operations	Check
visitor v. (visitor)	visitor			<input type="checkbox"/>
Gadolou H. (egadolou)	Professor			<input type="checkbox"/>
Dean C. (elpapath)	Professor			<input checked="" type="checkbox"/>
Boyle M. (papagel)	Professor			<input type="checkbox"/>
Smith P. (prestons)	Professor			<input type="checkbox"/>
Taylor B. (professor)	Professor			<input checked="" type="checkbox"/>
testing t. (testing)	Professor			<input type="checkbox"/>
Ditora A. (aphrodite)	Student			<input checked="" type="checkbox"/>
Goodman C. (catherine)	Student			<input checked="" type="checkbox"/>

Describe the lesson

Each lesson may have a small description that presents the basic points it addresses. This description is shown to the students when they put their mouse over the lesson's title.

Ancient Civilizations

Maya civilization

General description: This lesson aims in exploring the Maya Civilization.

Assessment: There is a general test at the end of the content.

Professors: Brad Taylor, Caroline Dean

Tests: 1

Content units: 15

Language: english

To create the description we first login as a professor. We need to describe the lesson and create the content. From the catalog list we select the "Maya Civilization" and we enter the main professor screen. We select "Lesson information" and we add a Lesson description, Objectives etc.

Information for lesson "Maya civilization"

— Lesson information —

General description:  

Objectives: *No entry found for the field "Objectives"* 

Assessment: There is a general test at the end of the content.  

Topics: *No entry found for the field "Topics"* 

Resources: *No entry found for the field "Resources"* 

Other information: *No entry found for the field "Other information"* 

Learning method: *No entry found for the field "Learning method"* 

Create the lesson's structure

We return to the main lesson page and select "Content". Adding new content or modifying content is accomplished using the tools on the top of the page. When we select to create a unit an editor appears which allows us to manipulate text, images and other multimedia objects, as well as to define some basic options for the lesson.

Unit properties

Unit name: *

Parent unit: Without parent

Content type: **Theory** 

Hide navigation handles: **No** 

Hide complete unit icon:

Auto complete:

Complete with question:

Toggle pdf/custom content:

 Advanced settings

 Toggle file manager |  Toggle editor/html mode

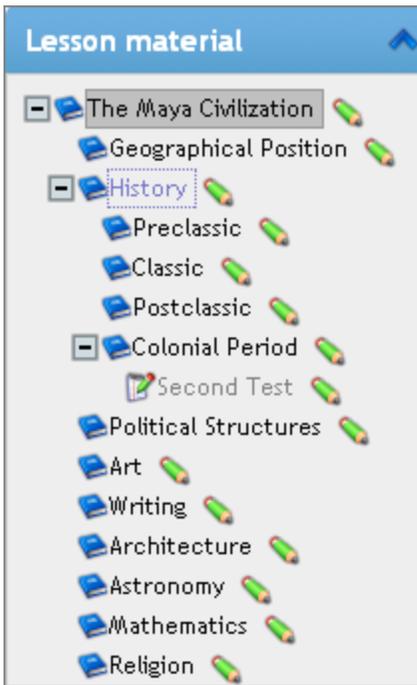
 **B** *I* U           Styles Paragraph Verdana 13px     

The Maya Civilization

The Maya civilization is a Mesoamerican civilization, noted for the only known fully developed written language in the pre-Columbian Americas, as well as its spectacular art, monumental architecture, and sophisticated mathematical and astronomical systems. Initially established during the Preclassic period, many of these reached their apogee of development during the Classic period (c. 250 to 900), and continued throughout the Postclassic period.

Each unit can have a father unit allowing us to build a tree structure for the content.



Create tests

For this lesson we will create one generic test to ensure that users have understand the basic concepts of "Maya History".

- From the main control panel of professor we select "Tests"
- We move to "Questions" tab and create a number of questions. eFront supports the following types of questions: free text, multiple choices-single correct answer, multiple choices-many correct answers, match, true/false, empty spaces, drag and drop.

Unit and subunits tests

Show data for unit: **All units**

Tests Questions

Questions

+ Add question of type

Unit	Type	Difficulty	Time	Functions
The Maya Civilization				
The Maya Civilization				
The Maya Civilization				
The Maya Civilization				
The Maya Civilization				
The Maya Civilization				
The Maya Civilization				
The Maya Civilization				

When was the the first "Maya" settlements were established?

- From "Tests" tab we create a new test and we set its characteristics. In the tab "Mastery score" we must define the score which is the minimum expected, in order for the test to be considered as passed by the student as well as some other characteristics.

Options for test "Maya History Test"

Test options

Test questions

Test options

Parent unit: The Maya Civilization

Name:

Duration in minutes: Leave blank for no time limit

Test repetitions: Leave blank for unlimited

Maintain history: Repetitions (Leave blank for unlimited)

Mastery score: %

Advanced settings

Toggle file manager | Toggle editor/html mode

B
I
U
ABC

Styles
Paragraph
Font family
Font size

This is a generic test about Maya History with 6 generic questions.
 Note: All questions and possible answers are shuffled with each test view.

Description:

- When we are done defining the test's characteristics, we have to save it and then continue by selecting the questions.
- A new tab appears with the name "Test questions". This is the place where we choose the questions that will be included in the specific test.

Options for test "Maya History Test"

Test options | **Test questions**

Test questions

Adjust questions | **Add question of type** 

The current test has 6 questions of total time 0m

Question text	Unit name	Type	Difficulty	Question weight (1-10)	Time	Operations	Use question
The Maya calendar(s) were based on a year lengt...	The Maya Civilization			1 			<input checked="" type="checkbox"/>
"The Maya have developed a complete writin...	The Maya Civilization			1 			<input checked="" type="checkbox"/>
The political structure of Mayas was based on	The Maya Civilization			1 			<input checked="" type="checkbox"/>
When was the the first "Maya" settlements were ...	The Maya Civilization			1 			<input checked="" type="checkbox"/>
The geographic position of Maya civilization wa...	The Maya Civilization			1 			<input checked="" type="checkbox"/>
The Maya people disappeared	The Maya Civilization			1 			<input checked="" type="checkbox"/>

- At the top of this tab there is a "Adjust question" option. You can use this option to optimize the questions' selection using "qualitative descriptions" for the tests. Check on the dedicated [Tests](#) article for a detailed description of what is possible.

Activate components

The professor has the ability to customize his lessons by activating/deactivating components (e.g, he can deactivate the glossary option).

The procedure to achieve this effect is as follows:

- As a professor go to "Administration" option
- Decide what components should be included to the lesson
- Click on a component to activate/deactivate it. A deactivated module is shown as a transparent icon.

Options for lesson "Maya civilization"

Lesson options Layout Lesson initialization Import lesson Export lesson Lesson users

– Lesson options –

 Connected users	 Auto complete	 Content tree in first page	 Bookmarks
 Reports	 Report an error	 Print content	 Start/resume
 Completion percentage block	 Unit options block	 Right sidebar	 Left sidebar
 Student control panel	 my Dashboard	 Horizontal bar	

– Lesson modules –

 Theory	 Examples	 Projects	 Tests
 Survey	 Feedback	 Lesson rules	 Forum
 Comments	 Announcements	 Chat	 Lesson timeline

Create rules

Rules ensure that the user traverses the content of the lesson in a certain way. For example we can enforce a linear way of seeing content.

- Go to "Lesson rules" on the main menu
- There exist two categories of rules, the "Content traversing rules" that define the order the student should follow when studying the units, and the "Lesson completion rules" that define when the lesson can be considered as completed.
- In order to add a rule or a lesson completion condition, define the properties needed.

Rule properties

— Add custom rule —

Valid for: **All users** ▼

to be excluded from the unit: » **Religion** ▼

Based on term: **Has not seen the unit** ▼

With name: » **Mathematics** ▼

Submit

Condition properties

The student must have: **Passed a specific test** ▼

With name: » **Maya History Test** ▼

Relation to others: **and** ▼

Submit

Track user's progress

From the main lesson page we select "Reports". From there we can track the user progress, his info, his total time in system (user level), lessons details, users, tests and projects (lesson level).

- *User reports:* We select the user and his statistic information is revealed.

User reports

Select user: %

- Ditora A. (aphrodite)
- Goodman C. (catherine)
- Papa E. (eleftheria)**
- Pap E. (eleftheriatest)
- Bryan G. (georgeg)
- Corrin J. (jasperc)
- Taylor B. (professor)
- Scott G. (student)
- visitor v. (visitor)

There are four tabs, the "Lessons" tab where we can find information about the student's progress, the "Courses" tab, where we can see the user's progress at the courses, the "More info" tab where we can track general info concerning his communication through the system, the system usage etc. and finally the traffic tab that allows us to track the user's activities in a period of time.

Reports for user "Scott G. (student)"

Select user:

Start typing to get relevant matches (Type % for all)

Export reports:  



User name: **George Scott**

User type: **Student**

Total time in system: **28h 30m 13s**

[Courses](#) [Lessons](#) [More info](#) [Traffic](#)

Lessons

Lesson	User type	Completed	Score	Operations
Greedy algorithms	Student		-	
Maya civilization	Student		60.00%	
eFront Tests	Student		-	
Simple Machines	Student		-	

- *Lessons reports*: We select the lesson.

Reports for lesson "Maya civilization"

Choose lesson:

Start typing to get relevant matches (Type % for all)

Filters: **Active users** **Select group** **Any branch** Sub-branches **Ex**

Name: **Maya civilization**

Category: **Ancient Civilizations**

Users: **9 (Student: 7, Professor: 2)**

[Users](#) [Tests](#) [Questions](#) [More info](#) [Traffic](#)

User <input type="button" value="v"/>	User type	Time in lesson	Overall progress	Tests score	Projects score
Scott G. (student)	Student	1h 1m 23s	<div style="width: 93.33%;"><div style="width: 93.33%;"></div></div> 93.33%	<div style="width: 16.67%;"><div style="width: 16.67%;"></div></div> 16.67% (1/1)	-
Taylor B. (professor)	Professor	6h 6m 35s	-	-	-
Corrin J. (jasperc)	Student		-	-	-
Bryan G. (georgeg)	Student		<div style="width: 0.00%;"><div style="width: 0.00%;"></div></div> 0.00%	<div style="width: 0.00%;"><div style="width: 0.00%;"></div></div> 0.00% (0/1)	-

Its report is consisted of six categories (tabs).
 "Users": info on the users' statistics concerning this lesson

"Tests":we can track info on the lesson's tests results (which users have taken the tests, what is their score)

"Questions":we can track info on the results of every single question.

"Projects":we can track info on the students results at the lesson's project. (In case there are projects in the lesson).

"More info":it provides some general info on the lesson

"Traffic":we can define a specific period of time to watch the lesson statistic information(traffic).

- *Test reports*:We select the test that interests us at the moment and we can find info about the number of the correct and false answers given in each question.

There are the following five tabs in the Test reports:

Reports for test "eFront Quiz2"

Choose test:

Start typing to get relevant matches (Type % for all)

Export reports:

Name:	eFront Quiz2
Lesson:	eFront Tests
Test duration:	30 minutes
Times done:	6
Questions:	6

Question analysis | Test analysis | Questions | Users | Response details

Question text Correct answer percentage

The organization function does not allow us to connect job descriptions with courses, only with lessons.

	Organization	75.00%
--	--------------	--------

False (75%)
True (25%)

Note: All reports can be exported in Excel and Pdf format by using the relevant buttons.

Register as a student

Registering can be accomplished either through the Administrator intervention or one can self-register (depending on the system parameters)

- Through the Administrator intervention:

Admin goes to "Users" tab on

New user

Login: *

Only letters and the characters . - _ @ are allowed

Password: *

Password must be at least 6 characters

Repeat password: *

Name: *

Surname: *

Father name:

Gender: ▼

Marital status: ▼

Birthday:

City of birth:

Country of birth:

Mother tongue:

Nationality:

- Self registration:

From efront's main page, the student clicks on "I do not have an account" and he sets his personal settings.

Start page

Login

Login

Password

Login

Create an account

I forgot my password

Contact us

Lessons list

System news

There are no system announcements

Courses

Collapse all

▲
Ancient Civilizations

Maya civilization

▲
General lessons

Greedy algorithms

eFront Tests

Human resources

Management

Connected users

None are currently connected

New user account

Login
Only letters and the characters . - _ @ are allowed

Password
Password must be at least 6 characters

Repeat password

Email address

First name

Last name

Complete chapters

The main lesson page includes buttons to start or continue lesson as well as review its information. The first time the student access the lesson, the "Start lesson" button appears.

Maya civilization

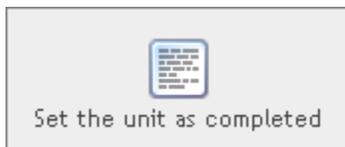
Options

 Start lesson	 Lesson information	 Glossary	 Reports
 Forum	 Messages	 People connection	

Material

- [-] The Maya Civilization
 - [-] Geographical Position
 - [-] History
 - [-] Preclassic
 - [-] Classic
 - [-] Postclassic
 - [-] Colonial Period

By clicking on it, the student is guided to the first unit of the lesson. Every time the student completes a unit he should click on the bottom button ("set the unit as completed") so that his progress can be measured.



he next time that he access the same lesson, the Start button will be replaced by the Resume button. By clicking on it, he is guided to the first unit he has not yet completed (Colonial period).

Communicate

There are several communication tools provided by the platform: Forum, chat, personal messages, calendar (Note: at a later step you can also install the Blog and Wiki module to extend the system's communication mediums)

- *Forum*: Each lesson has its own forum, in order to allow users to discuss topics concerning the lesson. Entering the forum page, users can either create a new topic or reply to an existing one. To create a new topic, the user clicks on "New topic" and then he sets its title and subject (message).
- *Personal messages*: With this tool, users can send personal messages one to another or to a group, something like an internal email. To send a message, go to "Messages", "New message", type % to select the user(s) who will be the recipient, then type the subject and the message (body). As we can see, there is a number of criteria that one can use, in order to send a message to a group of users, without having to select them one by one.

Every time the user receives a new incoming message, a notification appears in his page. By clicking on it, he enters automatically the messages page to read it and reply if he wants to.

- *Calendar*: We are able to add events on the calendar, on specific dates, and define if they concern a specific lesson. The events added to the calendar are shown with pop up message over the date.