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0.- Before starting.

Before you start it is very important that you consider the following:

- 1.- This tutorial explains how to upload an activity created with Ardora to a Moodle course using the **Ardora plugin** for this platform. Therefore, the mentioned **plugin should have** been properly installed. If this is not the case, please ask the administrator of your virtual classroom to install it (there is a tutorial in this website where the process is detailed step by step).
- 2.- It is meaningful to upload an activity in the way we are going to discuss in this tutorial as long as you want to keep a detailed record of what your students have done. If your course does not have students enrolled and assigned to a group, uploading the activity as described here will not be of any use (the activity will not work). In that case, upload the activity to Moodle just like any other content, so that the activity will be fully operational but you will not be able to control what your students have done.
- 3.- The **types of content that can be uploaded** using this plugin are:
- Any of the more than 40 **interactive activities** that can be created with Ardora.
- The **activity packages**.
- The web sites.

For each of these contents you can find a tutorial on this website.

For any other contents, such as the multimedia pages created with Ardora, you can upload them to your course by using the "file" option in Moodle.

1.- Creating the activity.

The process is very simple. We will start by creating the activity we want to upload to our course. Type all the data that you consider appropriate and check that it works correctly by

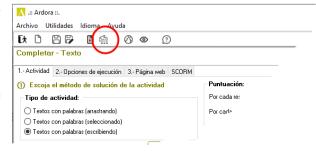
using the "preview".

Please note that the values you indicate in the **score** will be then displayed both in the Moodle **gradebook** and in the **detailed report** created by Ardora (see below how to access this report).



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Once the activity is customized as we wish we must create the zip file which will later be uploaded to our virtual classroom course. To do this we just have to click on the **button** with the Moodle logo (you can also access from the "File" menu).



The software will ask for a name for that file and will proceed to create everything needed in the zip file.

2.- Uploading the activity to our course.

Click on "Add an activity or resource" and, in the window that appears, select "Ardora".

This pops up a window where we will have to decide the necessary parameters for our activity.



In this new window we have to do the following:

1.- Name: write a text identifying the activity in the



course.

- **2.- Description:** if you wish, you can type a remark, some advice for the students, aspects to be taken into account, etc.
- 3.- Tick this box if you want the text written in point 2 to be shown in the course.
- **4.- Select files**: upload here or **drag and drop the zip file** you have just created with Ardora.
- **5.- Click on the zip file** once the "upload" has been completed.
- **6.- Click on the unzip button**. After a while, there will be other files and folders in the same place the zip file is.



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Now notice that among the files and folders displayed there is a file which has the same name as the zip file you have just uploaded (in the images "mate01") but with the extension "htm" (in the images "mate01.htm").

7.- Click on the htm file.

8.- In the pop-up window, indicate that it is going to be the main file by clicking on "**Set as main file**".

Now we can delete the zip file we have just uploaded by simply clicking on the zip file and clicking "delete" this time.

In the "appearance" section you can determine Apariencia En ventana emergente \$ how the activity will be displayed within your ☐ Show size ② course. ☐ Show type ② Ver menos... 1010 Pop-up width (in pixels) 650 Pop-up height (in pixels) Use filters on file content Ninguno \$

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In the "**Display**" option you can select between different values which will indicate the position where the activity is displayed. It can indeed be very interesting to click on "**Show more...**" as this will allow you to specify the width and height of the pop-up window or the activity container within the course.

Now all that needs to be done is to save the activity by clicking on "**Save and return to the course**" so that the content is displayed in our course. Remember that the parameters you have just entered can always be re-edited.

Gradebook.

After our students have completed the activity, both students (if the Moodle configuration allows it) and teachers will be able **to check the**



score obtained by each student in each of the activities included in the "**Grades**" section of the corresponding course.

- **1.-** If you are a **student** you will only see your score.
- **2.- Teachers** will be able to see the list of all the students enrolled in the course and the marks they have achieved (in case they have accessed the activity).

Nevertheless, **if you want more information** on what each of your students has done, such as: time needed, the number of times they tried to solve each activity or the points they obtained, it is better to use the detailed report discussed in the following section.

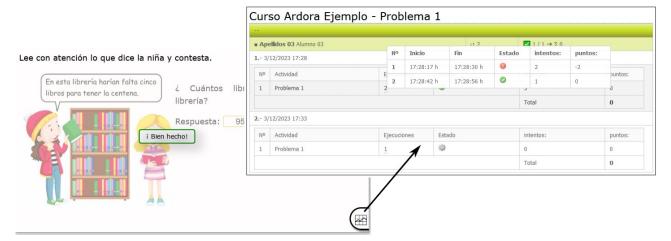
Activity report.

IMPORTANT: In order to view the detailed reports created by Ardora, **students must be enrolled in a specific group**.

When opening the activity, if you move the mouse cursor to the right edge of the space

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containing the activity, a rounded button will be shown in the bottom right hand corner. By clicking on it, you will be able to see a detailed report.



The image shows the report that a student would see of his or her own progress. It can be appreciated that he has entered to perform this activity twice. The first one on 3/12/2023at 17:28 and he did two attempts (he tried to give the answer twice), if we place the mouse cursor over this number two, the detail shown in the image will be displayed; the first time he got an error (red icon - wrong answer or timeout) and a score of -2 points, while the second time the student could solve it correctly (green icon) but he got 0 points.

If a teacher accesses the report, he/she will see exactly the same thing but for each of the students who had already accessed the activity. In this case, in the image, we can see that "Student 01" has also logged in twice and that the second time, in the "status" section, a grey icon is shown. It indicates that the system showed the activity but that it was not solved either successfully or poorly.



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If you log in as a teacher, note also that for each of the times that the student has logged in there is a red X. By clicking on it you can delete the information contained. For example, when a student logs in and out of the activity by mistake.