ODS Portal Manual

Project Acronym: ODS

Project Title: Open Discovery Space: "A socially powered and multilingual open learning infrastructure to boost the adoption of eLearning resources"

ODS Portal Manual

Revision: 2.0
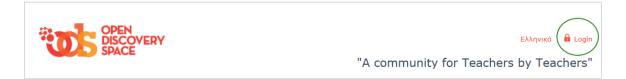
Contents

1 USER REGISTRATION

To become an ODS Portal user you have to select "Create new account" in the window that opens when clicking on the Login in the header of the page.

To the next form that you are directed you have to fill at least the required fields that are mentioned with the asterisk (*) to create your account. Fill these fields to both the Account and Personal Information tabs.

After submitting this form you will receive an e-mail to confirm your registration following the url that it includes and the instructions described.

In the new page that this link pens you have to select "Login" to admin your account details.

Account * | **Personal Information ***

Username *

Spaces are allowed; punctuation is not allowed except for periods, hyphens, apostrophes, and underscores.

E-mail address *

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

Confirm e-mail address *

Please re-type your e-mail address to confirm it is accurate.

Password *   Password strength:

Confirm password *

Provide a password for the new account in both fields. Password must be at least 7 characters.

☐ Accept Privacy Policy *

Read the privacy policy

CAPTCHA

This question is for testing whether you are a human visitor and to prevent automated spam submissions.

`.211.` 58256896

reCAPTCHA™

Πληκτρολ. τις λέξεις

Create new account

Account * | **Personal Information ***

Name *

Member Type *
- Select a value -

Organization/Institution *

Role/Position *

About Me

☐ Accept Privacy Policy *

Read the privacy policy

CAPTCHA

This question is for testing whether you are a human visitor and to prevent automated spam submissions.

`.211.` 58256896

reCAPTCHA™

Πληκτρολ. τις λέξεις

Create new account

2 USER PROFILE

2.1 Access your profile

Since you are logged-in to the Portal you can access your profile selecting the My Area option or your name at the header of the page.

In this page you can manage the details of your account, to follow all tour activities in the Portal, to see and access the Communities that you are member or administrator / creators and manage your connections with other users of the Portal.

2.2 Admin your account

You can admin the details of your account selecting the "Account Settings" that is placed under your name. This option will lead you to the forms that you administered during your registration.
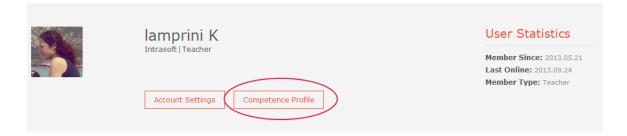

2.3 Teacher's Competence Profile

The ODS Competence profile allow teachers to make a self-assessment to define their competences in a wide range of educational aspects.
You can access your Competence Profile by clicking "Competence Profile" in your Area.

Edit your competence profile by clicking the options that fits to your profile in the forms that follow.

2.4 User Content and Activities

You can follow your activities to the Portal using the navigation menu in your Area that is placed at the left part of the page. All the content that you create or follow / nookmark, your connections with the Portal users and the notifications that you receive are accessible using this menu.

The table below describes what information each sub-menu includes.

Use the Mocroblog for your posts that all users can see through your public profile

Notifications

	Mark as Read **Delete item**

2013.06.27
User Lamprini Kolovou requests to join My new community.
Please follow the link to approve or reject his request. ☐

2013.06.27
Congratulations! Your request to create community is
accepted.
Administrator responded: "accepted".
You can visit and configure the new community by clicking
link ☐

2013.06.18
Administrator accepted your request to join Δημιουργώντας
Ψηφιακές Κοινότητες Εκπαιδευτικών.
Administrator responded: "welcome".
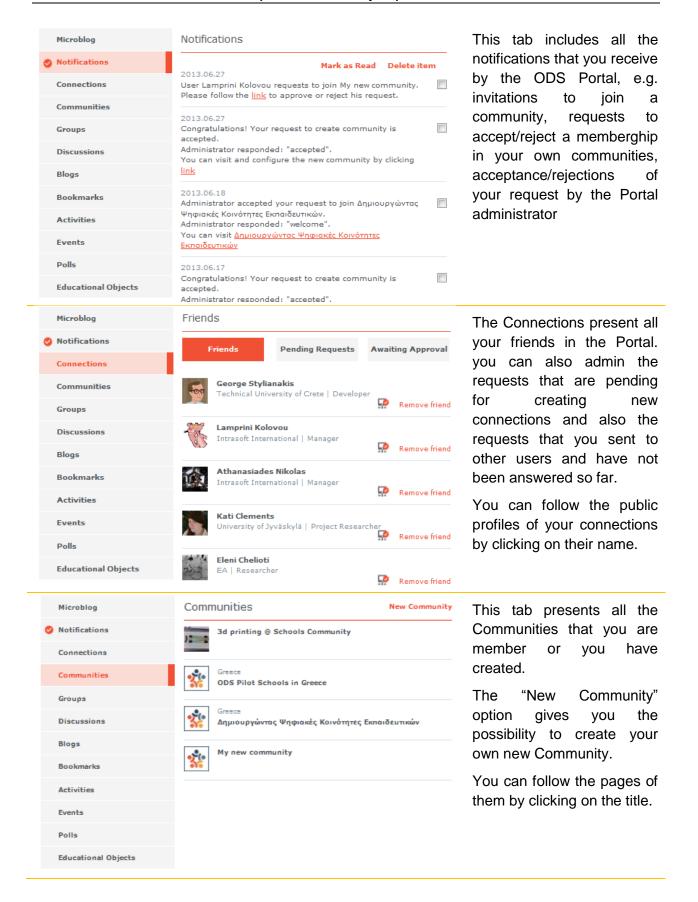You can visit Δημιουργώντας Ψηφιακές Κοινότητες
Εκπαιδευτικών ☐

2013.06.17
Congratulations! Your request to create community is
accepted.
Administrator responded: "accepted". ☐

Sidebar: Microblog | Notifications | Connections | Communities | Groups | Discussions | Blogs | Bookmarks | Activities | Events | Polls | Educational Objects

This tab includes all the notifications that you receive by the ODS Portal, e.g. invitations to join a community, requests to accept/reject a memberghip in your own communities, acceptance/rejections of your request by the Portal administrator

Friends

Friends   **Pending Requests**   **Awaiting Approval**

George Stylianakis
Technical University of Crete | Developer
Remove friend

Lamprini Kolovou
Intrasoft International | Manager
Remove friend

Athanasiades Nikolas
Intrasoft International | Manager
Remove friend

Kati Clements
University of Jyväskylä | Project Researcher
Remove friend

Eleni Chelioti
EA | Researcher
Remove friend

Sidebar: Microblog | Notifications | Connections | Communities | Groups | Discussions | Blogs | Bookmarks | Activities | Events | Polls | Educational Objects

The Connections present all your friends in the Portal. you can also admin the requests that are pending for creating new connections and also the requests that you sent to other users and have not been answered so far.

You can follow the public profiles of your connections by clicking on their name.

Communities   **New Community**

3d printing @ Schools Community

Greece
ODS Pilot Schools in Greece

Greece
Δημιουργώντας Ψηφιακές Κοινότητες Εκπαιδευτικών

My new community

Sidebar: Microblog | Notifications | Connections | Communities | Groups | Discussions | Blogs | Bookmarks | Activities | Events | Polls | Educational Objects

This tab presents all the Communities that you are member or you have created.

The "New Community" option gives you the possibility to create your own new Community.

You can follow the pages of them by clicking on the title.

Blogs

E-learning and creativity
My new community
This blog is for the users that are interested in how creativity can be introduced in the e-learning context

★ -/5

Microblog
Notifications
Connections
Communities
Groups
Discussions
Blogs
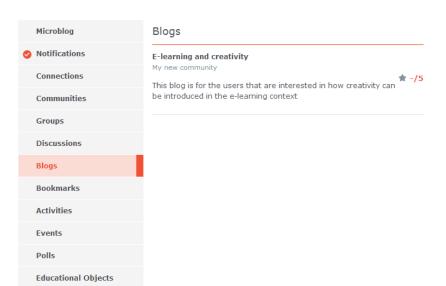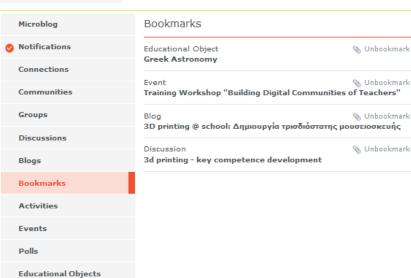Bookmarks
Activities
Events
Polls
Educational Objects

The tabs of Groups, Discussions, Blogs, Activities, Events, Polls and Educational Objects present the relevant content modules that you created in the communities that you are member.

You can follow the pages of them by clicking on the title.

Bookmarks

Educational Object   🔖 Unbookmark
Greek Astronomy

Event   🔖 Unbookmark
Training Workshop "Building Digital Communities of Teachers"

Blog   🔖 Unbookmark
3D printing @ school: Δημιουργία τρισδιάστατης μουσειοσκευής

Discussion   🔖 Unbookmark
3d printing - key competence development

Microblog
Notifications
Connections
Communities
Groups
Discussions
Blogs
Bookmarks
Activities
Events
Polls
Educational Objects

This tab includes all the content of the Portal that you have bookmarked to have direct access to the pages that are of your interest. You can follow the pages of them by clicking on the title.
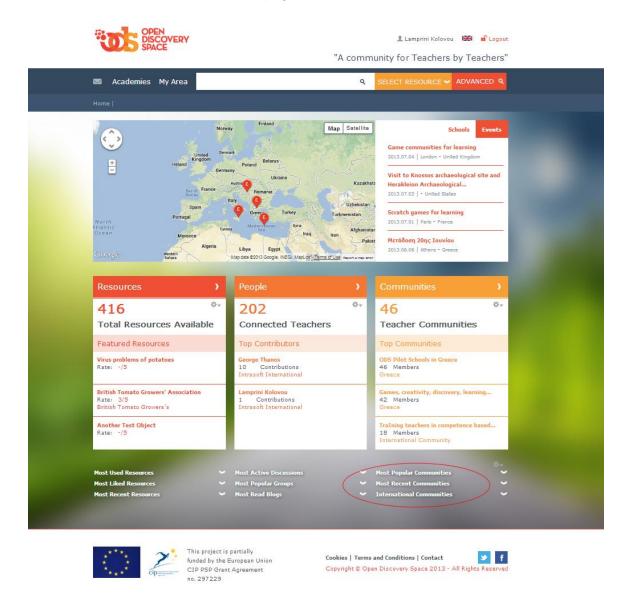
3   JOIN AN ODS COMMUNITY

To become a member of an ODS community you have first to be a registered user of the ODS Portal. This section describes how you can search and find a community and how you can become a member of it.

3.1   Find a Community

You can find an ODS community from the Hope page of the Portal by selecting the proper criteria of the menu at the bottom of the page.
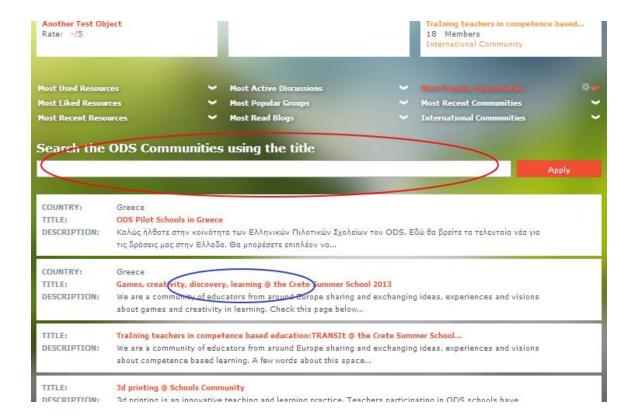

Each one of these options opens a list below the menu based on your initial selection as following:

Most Popular Communities ⌄	It presents the communities, sorted by the number of their members
Most Recent Communities ⌄	It presents the communities sorted by the date of their creation
International Communities ⌄	It presents the communities that do not belong to a specific country

You can filter the communities based on a keyword that you introduce to the search box presented below the menu.
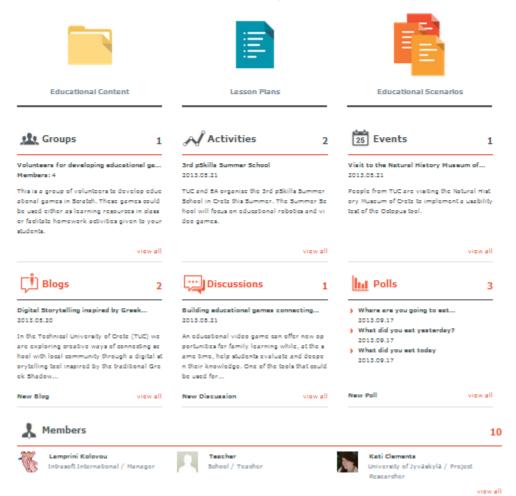

3.2 Become member of a Community

Since you have selected a community from the Home page of the Portal, clicking the title you are directed to the community's page. The picture below presents the page of the "Connecting Schools with Parents and the Local Community».
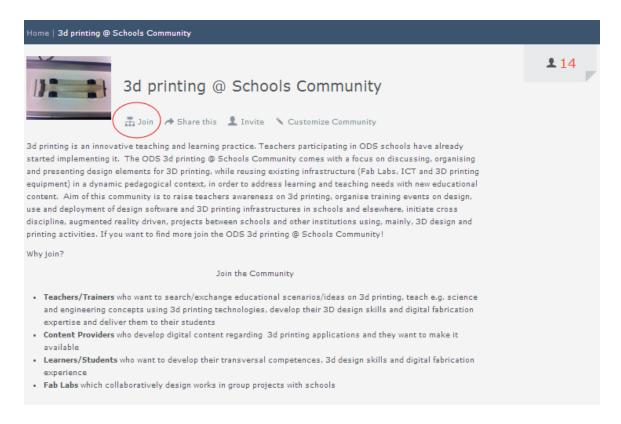
Home | Connecting Schools with Parents and the Local Community

2 10

Connecting Schools with Parents and the Local Community

🚪 Leave ➤ Share this 👤 Invite ✎ Customize Community ✚ New Community

This community exploits the results of the ALICE project to initiate a community of teachers interested in sharing and using pedagogical scenarios targeting adults (e.g. parents, senior citizens, volunteers etc.). The aim of these scenarios is to enable participants to exploit creative languages (music, children narratives, digital storytelling and video games) to offer new learning opportunities to children. The community addresses life long learning of adults and promote their self-awareness (especially for parents and grandparents) as educators of children. Furthermore, it aims to link school curricula with learning activities while at home or other life-long learning settings (e.g. museums e.t.c)...

Tags   **Parents**   **local community**

Search Community Resources

Educational Content

Lesson Plans

Educational Scenarios

👥 Groups   1

Volunteers for developing educational ge...
Members: 4

This is a group of volunteers to develop educational games in Scratch. These games could be used either as learning resources in class or facilitate homework activities given to your students.

view all

📈 Activities   2

3rd pSkills Summer School
2013.05.21

TUC and EA organise the 3rd pSkills Summer School in Crete this Summer. The Summer School will focus on educational robotics and video games.

view all

📅 Events   1

Visit to the Natural History Museum of...
2013.05.21

People from TUC are visiting the Natural History Museum of Crete to implement a usability test of the Octopus tool.

view all

🗨 Blogs   2

Digital Storytelling inspired by Greek...
2013.05.30

In the Technical University of Crete (TUC) we are exploring creative ways of connecting school with local community through a digital storytelling tool inspired by the traditional Greek Shadow....

New Blog   view all

💬 Discussions   1

Building educational games connecting...
2013.05.21

An educational video game can offer new opportunities for family learning while, at the same time, help students evaluate and deepen their knowledge. One of the tools that could be used for....

New Discussion   view all

📊 Polls   3

❯ Where are you going to eat...
2013.09.17
❯ What did you eat yesterday?
2013.09.17
❯ What did you eat today
2013.09.17

New Poll   view all

👤 Members   10

Lamprini Kolovou
Intrasoft International / Manager

Teacher
School / Teacher

Kati Clements
University of Jyväskylä / Project Researcher

view all

In this page you will find the option "Join" as depicted below.

Clicking on "Join" a new window opens asking for a message that you will send to the administrator of the community as a request for becoming a member.
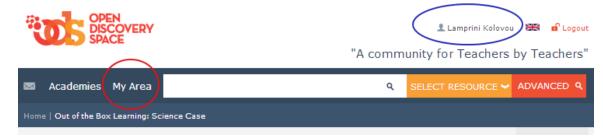

When the administrator of the community accepts you as a member then this process is completed and a message is sent to your dashboard (accessible through your name at the top of the page).
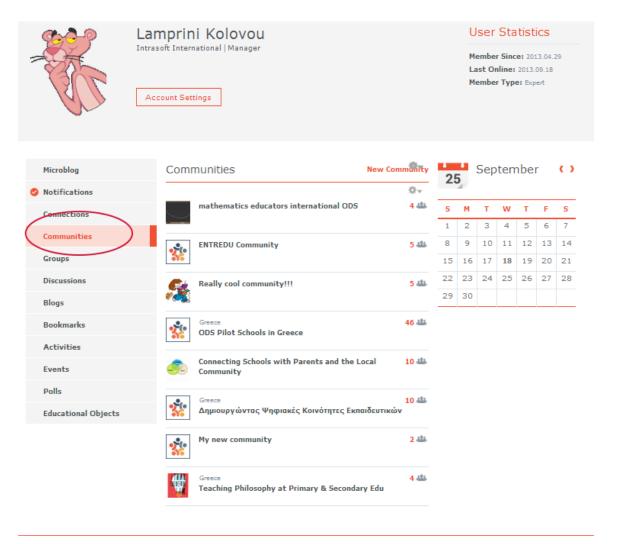
3.3 See all communities that you are member / creator

The communities that you have joined are presented to your profile (**My Area**) that is accessible selecting My Area or your name in the header of the Page, since you are a logged in user.

In your profile, the tab Communities includes all the communities that you are connected either as a simple member or administrator / creator.

Clicking the name of a community you are directed the community's page.

4   CREATE NEW COMMUNITY

In ODS Portal a new community can be created as an independent community or as a "child" community of another one. See the guidelines below for these two cases.

4.1   Create a "child" Community

In this case, you have first to be member of the "parent" community in order to have the privilege to create a new one under this.
In the page of a community that you are already a member you can click on the "New Community" option to create your own community.

If selecting this option you are directed to a form for creating your new community (§0).

4.2   Create an independent Community

To create a community that is not connected with another one, you have to select the "New Community" option that is presented in your dashboard, in the tab "Communities".

If selecting this option you are directed to a form for creating your new community (§0).

4.3 "Create Community" form

In this form you can introduce the title, the description and the country (if you wish) of your community. In the case that no country is defined, then your community becomes an "International Community".

Filling the information of the community and clicking the "Submit" button the details that you defined are sent to the administrator of the Portal as a request for creating the community.

The administrator can either accept or reject your request. If accepting, a message is sent to your e-mail account (defined during your registration to the Portal) and a new notification is added to your dashboard as depicted below.

4.4   Administration of the community after approval

When the administrator of the Portal approves the creation of your community you can access it through the Home page of the Portal or through your profile (My Area).

If you click on "Customized community" a new page is presented that is your "admin" page for this community and you can manage (Member Administration) the members and the features of your community (Edit Community).

Με αυτή την επιλογή θα μεταβείτε στην σελίδα διαχείρισης της Κοινότητας. Μέσα από εδώ μπορείτε να διαχειριστείτε είτε τα μέλη της Κοινότητας, είτε τα χαρακτηριστικά της (Edit Community).

The option "Edit Community" presents the information that you defined during the creation of the community and you are allowed to change them. Apart from these you can also define the following:

Accessibility level: it can be either "public" or "private". If your community is a public community, then all users of the ODS Portal can access the content of it. If it is a private community, then only the members of this community are allowed to access its content.

Tags: here you can define the terms that feature your community. Usually these are relevant to the thematic area of the community or other words that regard the type of the content that is included to this community. These terms will help the other users of the Portal to understand the area of the community and of the content and the searching on the community becomes more effective.
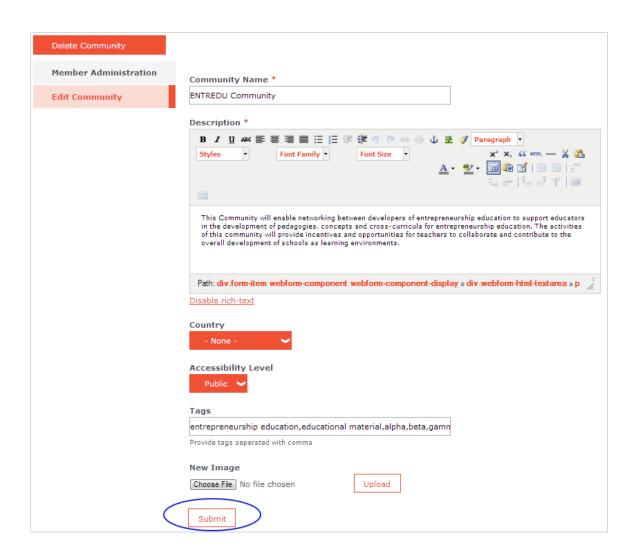
New Image: you can define here the logo of your community. In the case that no logo is added, then the default image that the ODS Portal uses will be

presented in the page of your community, that is

The option "Submit" validates and commits the changes you have made in this form.

4.5 Admin member requests

If a user wants to join your community, then a message will arrive to your e-mail account and your notifications in your dashboard. In both cases, the message includes a link that you have to select in order to be directed to the accept/reject form that is presented below. For both options you can type a message that will be sent to the user answering to his/her initial request.
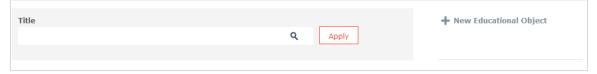
5   CREATE EDUCATIONAL CONTENT IN A COMMUNITY

You can create your own content into a Community that you are member by selecting one of the three options "Educational content", "Lesson Plans" and "Learning Scenarios" of the menu "Search Community Resources". Each one of these option will lead you to a new page that includes all content created into this Community by all members and also provides you the possibility to create tour new content.

5.1   Create Educational Content

The new page that is presented by selecting "Educational Content" will lead you in a page that includes all the educational objects that are created by the members of the community. You can filter the objects of the list by entering your keywords to the search box

You can create a new educational object by selecting "New Educational Object".

Create first your object by introducing the title of it and selecting the Guided Tags that characterize your object.

Press Save and then you can edit the metadata of your object by a sequence of 10 forms presented as following.

The first four forms include required fields (*). Please, fill them to proceed with the submission of the forms.

After saving your object you can access through the community or through your Area in the "Educational Objects" tab. Clicking the title you will see the Summary Page of the object. The "View Resource" option presents the url or the file that you attached / added to the object (if you have added one).

You can edit your object by selecting "Edit".

5.2   Create Lesson Plans

The new page that is presented by selecting "Lesson Plans" will lead you in a page that includes all the lesson plans that are created by the members of the community. You can filter them by entering your keywords to the search box

The menu at the right part of the page presents you the tools that are available through the Portal for the creation of the lesson plans. The default selection it's the ODS Authoring Tool and the list of the page presents the lesson plans that are created with this tool.
If you select "Octapus" then you can see the lesson plans created with this tool.

You can create your lesson plans by selecting "New Lesson Plan" based on the tool that you chose in the menu below this option.

If you select to create a new lesson plan with the ODS Authoring Tool you will be directed to the form that is presented below.

In the list that is presented you have three options:

Educational resource: choose this option to create a new lesson plan
Private template: choose this to create a template for educational content that is accessible only by you
Public template: choose this option to create a template that is accessible from all portal users and they can use it to create their own lesson plans based on your template

If you select to create a new lesson plan you will see more options presented.

These options are:

ODS generic template: choose this to create a lesson plan using a blank template

Template for science: choose this to create a new lesson plan that is already available by the tool for the Science field

Your templates: choose this to create a lesson plan based on a template that you created

Existing resource: choose this to create a lesson plan based on an existing lesson plan that you created

ODS users public templates: choose this to create a lesson plan using a template that another Portal user created as 'public template'

You can edit / create your new lesson pan / template by filling a sequence of six forms. The two first forms include required fields (8).

In the second step of this process you will be asked to define the Phases and the Learning Activities of your Lesson Plan. After completing the editing of the scenario you can edit them by selecting "Save & Edit Activities".

You can view your lesson plan through your Area in the Educational Objects tab by clicking the title. You are directed then to the Summary Page of the plan.

Problem solving

★ -/5

👁 View Resource   ✎ Edit   ➤ Share this   🏷 Add Tag   🔖 Bookmark

The problem solving method refers to authentic themes that cover a greater variety of topics. These themes derive from the particular interests of the students, their needs, problems, and questions that emerge from daily-life experiences and anxieties. In most cases, these problems concern global social-ethical-political human-environmental themes/problems.This description of the problem solving method structures teaching-learning process in 6 phases and gives a domain-general overview of the activities within each phase. Teachers can use this general description to add the learning content in the empty cells of this template

⚙▾

METADATA

Language: English
Taxon Path: Business Studies, Science, Music, Mathematics, Social Studies, ICT, Foreign Language Learning, Special Educational Needs, Religion, belief and practice
Typical Age Range: **Context:**   **Rights:**   View more

Social Taggers

0 People

Comments

Most Recent   Most Popular   **Post Comment**   ⚙▾

There are no Comments yet. Be the first to Post a Comment   ⚙▾

To update your lesson plan select "Edit".

Selecting "View Resource" you can have a complete view of the lesson plan and also the possibility to download it in pdf format.

Download as pdf

Problem solving
- **Problem Observation & Expression**
  - Problem Observation & Expression
- **Aims /goals Definition & Research questions**
  - Aims /goals Definition & Research questions
- **Problem Management-Analysis**
  - Problem Management-Analysis
- **Solutions Evaluation & Reflection**
  - Solutions Evaluation & Reflection
- **Resolution of the Problem-Propositions**
  - Resolution of the Problem- Propositions
- **Result Announcement**
  - Result Announcement

LEARNING SCENARIO: PROBLEM SOLVING

Title	🏴󠁧󠁢󠁥󠁮󠁧󠁿 Problem solving
Author(s)	**Name:** Dr. Maria Fragkaki **Organization:** Open University of Cyprus **Role:** teacher of Primary Education
Short description/ main idea	🏴󠁧󠁢󠁥󠁮󠁧󠁿 The problem solving method refers to authentic themes that cover a greater variety of topics. These themes derive from the particular interests of the students, their needs, problems, and questions that emerge from daily-life experiences and anxieties. In most cases, these problems concern global social-ethical-political human-environmental themes/problems.This description of the problem solving method structures teaching-learning process in 6 phases and gives a domain-general overview of the activities within each phase. Teachers can use this general description to add the learning content in the empty cells of this template
Learning goals	🏴󠁧󠁢󠁥󠁮󠁧󠁿 The goals/expected outcomes of the problem solving teaching and learning process concern : · Cooperative during group work · Communicative skills (speaking, listening, reading, writing, argumentation, dialogue etc) · Multiple sources of information and communication tools, with the aim of finding, analyzing, assessing and communicating information whilst protecting against information pollution o critically process information, values and principles o problems solving skills acquired through the development of the necessary skills and strategies of planning, controlling, providing feedback and remedial intervention · Ability to make rational choices on a personal and social level o ability to administer resources (natural, economical, social etc.) Knowledge· Knowledge acquisition Skills· Comprehension· Application of acquired · Knowledge· Analysis (Critical Thinking)· Evaluation· Synthesis (creative thinking)· Metacognition (problem solving, theory production/new cognitive/cultural concepts) AttitudesLearning goals/outcomes related attitudes, e.g.: Listen to others willingly respect and awarenessResponsiveness, willingness respond or satisfaction I respondingReflection in-action & on actionComparing, relating, and synthesizing values.

🏴󠁧󠁢󠁥󠁮󠁧󠁿
Phase 1: Problem Observation & Expression
Description of phase: Students with their teacher enunciate on the subject of the problem and describe it. Impress their personal theories about it.
Activities
1.1: Problem Observation & Expression

Phase 2: Aims /goals Definition & Research questions
Description of phase: Students with their teacher define and write their aims/goals, set their research questions and program their actions.

The menu at the left part of this page presents the content of the lesson plan and you can use it to navigate throughout the plan.

5.3 Create Learning Scenarios

The same process and forms are used for creating a new learning scenario by selecting "Learning Scenarios" in the Community page.

6   ORGANIZE YOUR COMMUNITY

You can organize your Community using the six main modules that this can include:
- Groups
- Activities
- Events
- Blogs
- Discussions
- Polls

This is the view when a Community has no modules.

Each one of the *New* options in the block presented here leads to the relevant forms in order to create a new module
As administrator of the community you can create any of these modules.
As a simple member of a Community you can create only Blogs and Discussions.

This the View when a Community includes some modules created either by its administrator or the members of it.

👥 GROUPS   4

Trojan War   ⚙▾
Members: 2

The Trojan War preceded the period of Gree
k history, but ancient history traces back to it
. Even if it weren't important historically, the
colorful supernatural, romantic, and tragic st
ories about...

                                          view all

〽 ACTIVITIES   1

Έκθεση Μαθητικής Δημιουργίας Έργων...   ⚙▾
2013.06.18

Την Παρασκευή 19 και το Σάββατο 20 Απριλίο
υ 2013, πραγματοποιείται στο χώρο του Κέντρ
ου Αρχιτεκτονικής Μεσογείου (Κ.Α.Μ.), στο π
αλιό λιμάνι των Χανίων, η Έκθεση Μαθητικής
Δημιουργίας Έργων...

                                          view all

📅 EVENTS   3

Αξιοποιώντας το εργαλείο Octopus για... ⚙▾
2013.06.18

Το Εργαστήριο Διανεμημένων Πληροφοριακώ
ν Συστημάτων και Εφαρμογών Πολυμέσων το
υ Πολυτεχνείο Κρήτης, διοργανώνει εργαστήρ
ιο κατάρτισης εκπαιδευτών ενηλίκων, στα πλα
ίσια του έργου...

                                          view all

📢 BLOGS   1

Ψηφιακό Θέατρο Σκιών   ⚙▾
2013.06.18

Το Εργαστήριο Διανεμημένων Πληροφοριακώ
ν Συστημάτων του Πολυτεχνείο Κρήτης, στα π
λαίσια των ερευνητικών δραστηριοτήτων του
που αφορούν την δημιουργικότητα και την αξι
οποίηση των νέων τεχνολογιών...

New Blog   view all

💬 DISCUSSIONS   2

Εντυπώσεις και σχόλια από την   ⚙▾
ημερίδα...
2013.06.18

Το έργο Open Discovery Space, συμπληρώνt
ας έναν χρόνο από την έναρξη του, καλεί την
εκπαιδευτική κοινότητα να συμμετέχει στην η
μερίδα που διοργανώνει...

New Discussion   view all

📊 Polls

                                              ⚙▾
There is no content.

New Poll

👤 MEMBERS   46

| | Nicholas Fragkias | | Andreas | | Ioanna | ⚙▾ |
| | Genadios SchoolTeacher | | MUSICComputers | | MUSICDeveloper | |

                                          view all

Selecting the view all option in one of these modules you are directed to a page that shows all modules created within the Community for the selected category. In this page you have also the ability to create a new module and see the tags that are used by the members to characterize their modules.

Home | ODS Pilot Schools in Greece | **Groups**

Most Popular   Most Recent

Tags

Title

🔍   🔍   Apply

George Stylianakis

2013.09.23

Trojan War   ⭐ -/5

The Trojan War preceded the period of Greek history, but ancient history traces back to it.

Nektarios Moumoutzis

2013.09.10

Εκπαιδευτικά Παιχνίδια Γεωγραφίας   ⭐ -/5

Η γεωγραφία είναι ένα μάθημα που προσφέρεται για τη χρήση εκπαιδευτικών παιχνιδιών που ενισχύουν και εμπλουτίζουν τις γεωγραφικές γνώσεις των μαθητών.

Tags: εκπαιδευτικά παιχνίδια, πρωτοβάθμια εκπαίδευση, δευτεροβάθμια εκπαίδευση

Nektarios Moumoutzis

2013.09.12

Εκπαιδευτικά Παιχνίδια για τα Μαθηματικά   ⭐ -/5

Η ομάδα αυτή αποτελείται από ερευνητές και εκπαιδευτικούς που αναπτύσσουν και αξιοποιούν εκπαιδευτικά παιχνίδια για τη διδασκαλία των Μαθηματικών.

Tags: εκπαιδευτικά παιχνίδια, μαθηματικά, πληροφορική, γυμνάσιο

Manolis Mylonakis

2013.09.18

Συμμετέχοντες στο εργαστήριο "Δημιουργώντας την ψηφιακή βιβλιοθήκη του σχολείου μου ⭐ -/5 **με το Open Discovery Space"**

Δημιουργώντας την ψηφιακή βιβλιοθήκη του σχολείου μου με το Open Discovery Space

+ New Group

Tags

γυμνάσιο, πληροφορική, εκπαιδευτικά παιχνίδια, μαθηματικά, πρωτοβάθμια εκπαίδευση, δευτεροβάθμια εκπαίδευση