



EHITUSOSKUSTE E-AKADEEMIA E-ÕPPE PLATVORMI JUHEND

Co-funded by the
Erasmus+ Programme
of the European Union





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EESSÕNA

Ehitusoskuste E-Akadeemia e-õppe platvormi eesmärk on selge ja lihtne: anda nii õpilastele kui ka õpetajatele hea igakülgne arusaam sellest, kuidas nad saavad olla platvormis aktiivsed osalejad ning aidata hilisematel koolitustel kasulike soovitude ja nõuannetega.

Veel üks põhjus juhendi kokkupanekuks on aidata kõiki neid, kes soovivad platvormi edasisele laienemisele kaasa aidata mõne uuema kursusega videoõpetuste näol, järgides ühiselt vastuvõetud partnerluse juhiseid nii kursuste kui ka üksikute moodulite ülesehituse osas. Käsiraamatutest leiad põhjalikud selgitused, kuidas neid uusi veebipõhiseid koolitusi üles seada, kuidas videoid sisestada ja kuidas teste/viktoriine koostada.

Kõik, kes sooviksid oma panuse anda e-platvormi edasiarendamisse teistes Euroopa keeltes, võttes eeskujuks juba olemasolevad keeled (inglise, portugali, leedu, eesti, rootsi, ungari ja rumeenia) või sooviksid lisada uusi kursusi praegusele portfoolile, võtke meie konsortsiumiga ühendust e-posti aadressil: info_eacademy@upt.pt

Tõsise huvi korral annavad meie administraatorid edasistele partneritele ligipääsu tõlkimiseks vajalikud tekstid pilvekaustades, samuti juurdepääsu Youtube'i kanalile ning Õpetaja rolliõigused programmi Moodle e-õppe platvormil.

Loodame, et see juhend leiab head kasutust!

E-Akadeemia meeskond

ÜLDINE SISSEJUHATUS E-ÕPPE PLATVORMI



Brick & Tile Making

Tiles are essential to the image of historical buildings and sites, creating the Dachlandschaft – the scenery of the roofs - and representing an important component of local identity and heritage. This course gives an overview of the production process of manufactured tiles and bricks, nowadays used in restoration projects.

[more ...](#)

Summary of the project

'E-Academy of Building Trades - E-learning Platform of Traditional Craftsmanship' is a transnational project answering the great need for new, innovative approaches in the education of the craftsmanship related to traditional building methods. The partnership is made of university faculties, adult education providers of building professions, non-governmental organisations being active in the heritage sector and an architectural design studio with the common aim to assemble new, digital type of learning materials helping to revive and maintain these professions as lifetime occupations.



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Academy of Building Trades



Courses



Administration

ÜLDINE SISSEJUHATUS E-ÕPPE PLATVORMI

1. ERASMUS+ PROGRAMMI SISSEJUHATUS

Lisaks sellele, et Ehitusoskuste E-Akadeemia on e-õppeplatvorm, pakub kodulehekülge "buildingtrades.eu" ka kasulikku teavet programmi Erasmus+ kohta, mis võimaldab õppijatel registreeruda kõikidele traditsiooniliste ehituserialade uutele kursustele, mis on valitud selle autorite - rahvusvaheliste partnerite poolt. Oluline on tähelepanu pöörata selle projekti märkimisväärset koostööd. Samuti usub partnerluse konsortsium, et koos saavutatud eesmärgid ja tooted ise võivad tõestada, et Euroopa Ülemkogu Erasmus+ programmi raamistik on kasulik ja tõhus vahend, mis toetab Euroopa Liidu haridus- ja kultuuripoliitikat. Tuues esile mitmekesiste rahvuslike väärtuste säilitamise olulisust ja püües leida universaalseid lahendusi piirkondlikele vajadustele.

Erasmus+ projekti platvorm annab ülevaate Portugali, Eesti, Rootsi, Leedu, Ungari ja Rumeenia partnerite koostööna välja töötatud projekti algsetest eesmärkidest 1. septembrist 2019 kuni 31. augustini 2022. Kasutajatel on võimalik osa saada ka "Projektikoosolekute" protsessidest, kuidas näiteks üheskoos kujundati täpse toote vorm jpm. Lehekülg "Projektikoosolekud" on leitav menüü alt, selle alammenüüs. Teine oluline lehekülg, mis asub alammenüüs on „Sündmused“. See lehekülg kogub terve saadaoleva teabe partnerite kõige olulisemate infolevitamiste ja tegevuste kohta, mida rahastab programm ise. Kõikides partnerriikides korraldatud üritustel oli võimalik kohalikel huvirühmadel, e-õppe platvormi võimalikel kasutajatel, kutse- ja täiskasvanute õppeasutustel projekti tulemuste ja programmi sisuga tutvuda otse projekti autoritelt. Nii "Projektikoosolekute" kui ka "Sündmused" lehtedelt on võimalik leida kõik ametlikud projektandmed, mida illustreerib toimumiskohtade pildigalerii (Vt pilti 3).

2. VÕTKE MEIEGA ÜHENDUST

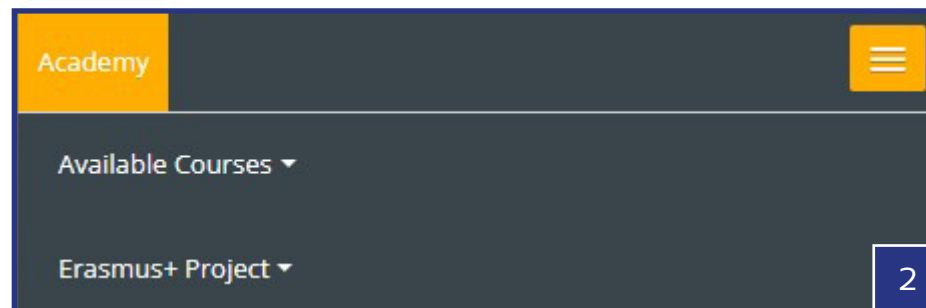
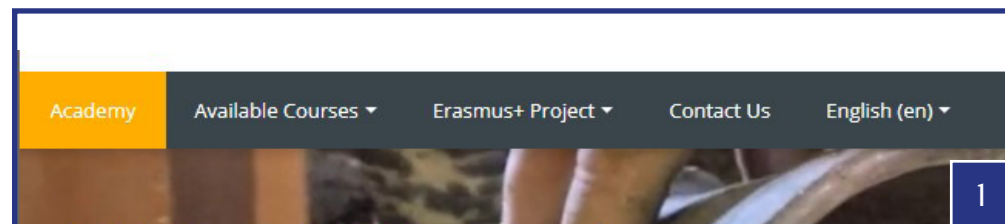
Lehekülg „Võtke meiega ühendust“ on meie programmi jaoks väga oluline. Kuigi programm lõppes ametlikult 31. augustil 2022, püsivad meie ühised huvid veel aastaid. Meie tuleviku eesmärgiks on laiendada e-õppeplatvormi nii edasiste kursuste kui ka luues uusi kontakte uute partneritega üle kogu Euroopa, pakkudes E-akadeemia pidevat arengut ja kasvu (vaata pilti 4).

3. KEELE VALIK

Kodulehekülje mitmekeelne lähenemine on olnud prioriteet projektiideede algusest peale. Platvorm on saadaval inglise keeles ja kõigis kuues Erasmus+ partnerluse keeles: portugali, eesti, rootsi, leedu, ungari ja rumeenia keeles (vaata pilti 5).

4. OTSINGUFUNKTSIOON

Menüü päisest leiad otsingufunktsiooni, mis pakub tulemusi kursuste andmebaasi päringutele. Lisateavet selle funktsiooni kohta leiate lehelt 10.



Academy Available Courses ▾ Erasmus+ Project ▾ Contact Us English (en) ▾

Partnership of the project

Project Meetings

Multiplier Events

Project Meetings

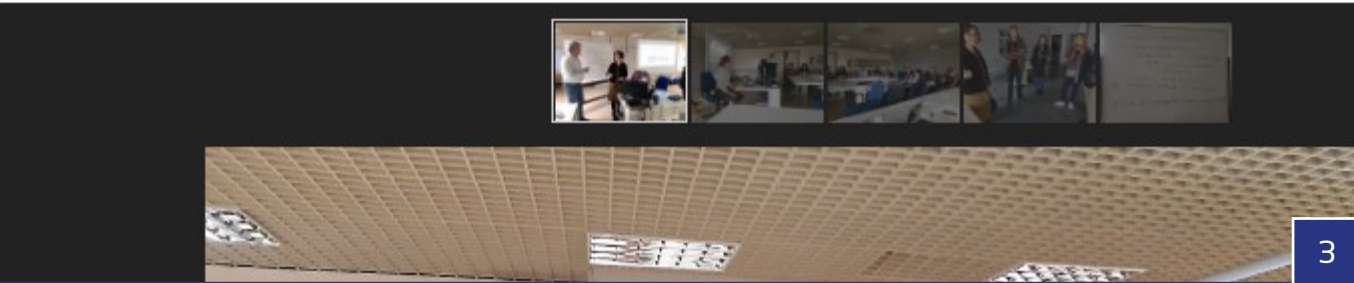
Kick-off Meeting in Porto

Porto, Portugal - 4th-5th November 2019

The first meeting of the project was held between 4th and 5th November 2019 in Porto, Portugal hosted by the D. Henrique. The main target of the meeting was to update the management plans of the project, to learn more about the project and to schedule the upcoming tasks with clear distribution of work amongst the members of the consortium.

Participants of the meeting were:

Mari Kaisel, Piret Uus - NGO Vanaajamaja, Estonia
 Ida Karlsson, Göran Andersson - University of Gothenburg, Sweden
 Anna Palotas, Gabor Palotas - EK Association, Hungary
 Gabor Tothfalusi - Tektum, Romania
 Isabel Freitas - UPT - Universidade Portucalense Infante D. Henrique, Portugal
 Agne Zilinskaite, Maria Kajotiene - Arts & Crafts Association of Vilnius, Lithuania



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Contact Us

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Contact Us English (en) ▾

eesti (et)

English (en)

Lietuvių (lt)

magyar (hu)

Português - Portugal (pt)

Română (ro)

Svenska (sv)

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5. KURSUSED

Ehitusoskuste E-Akadeemia e-õppeplatvorm on üles ehitatud veebikoolitusena. Veebikoolitus sisaldab 12 täielikku kursust koos lühikeste õppevideodega, mille juurde on lisatud tekstilised selgitused, mis aitaksid teemasid paremini mõista. Kursused leiad erinevatest kodulehe osadest:

- Kiireim juurdepääs kursuste nimekirjale on leitav päise menüüribal (vt pilti 2), otse avalehel, nimega "Akadeemia". Nimekiri sisaldab järgmisi kursusi: 1. Eesti palkmaja ehitus (Eesti); 2. Veranda taastamine (Eesti); 3. Kahhelahju ehitus (Leedu); 4. Sepistamine (Leedu); 5. Adobe & saviehitus (Ungari); 6. Rookatuse ehitus (Ungari); 7. Katusekivide ehitus (Rumeenia); 8. Klaasivitraaž (Rumeenia); 9. Glasuurplaatide valmistamine (Portugal); 10. Krohvimine (Portugal); 11. Rootsi palkmaja ehitus (Rootsi); 12. Kasetohu varumine (Rootsi). Päisemenüü on alati nähtav sõltumata, millisel lehel kasutaja tegelikult viibib. (vaata pilti 1-2, 10).
- Pealehel olles (juurdepääsetav Akadeemia nupuga) on lehe alumises osas rubriik "Vajalikud kursused", kuhu on koondatud kõik kursused koos pisipildi, pealkirja ja lühikese kirjeldava tekstiga, mis on organiseeritud ruudustikku (vaata pilt 11).
- Sarnaselt päisemenüüga võimaldab The Breadcrumbs kiiret juurdepääsu saadaolevate kursuste täielikule nimekirjale. See kehtib ainult siis, kui kasutaja juba mõnda kursust vaatleb. Sellisel juhul viib see 'Kursused' tekstile klõpsates kasutaja samasugusele ruudustikule, kus on kõik põhilehelt leitavad kursused, kuid ilma pisipiltideta. (vaata pilt 6-7).
- Lõpuks saab vajaliku kursuse leida ka otsingufunktsiooni kaudu, kasutades otsingu märksõnu. Otsingu tulemusena loetletakse kõik need kursused ruudustikus, mis sisaldavad rakendatud märksõna. (vaata pilt 8-9).
- Sarnaselt lehe päisemenüüga on ka Navigeerimismenüüs kasutajate jaoks mitmeid kasulikke linke - osaliselt kodulehe teemade kohta, kuid ka kursuste sisestruktuuri ja suhtlusvõimaluste kohta. Lisateavet leiate lehelt „Kuidas kasutada e-platvormi – õpilasena / õpetajana“ lk 15 ja lk 19. (vaata pilti 12).

The screenshot shows the E-ACADEMY of Building Trades website. The header includes the logo and navigation links: Academy, Available Courses, Erasmus+ Project, Contact Us, and English (en). Below the header is a grid of course cards, each with a course name and an information icon. The courses listed are: Estonian Logbuilding, Wooden Veranda, Straw Roof & Straw Thatching, Blacksmithery, Brick and Tile Making, Stained Glass, Plastering, and Swedish Loghouse Building.

The screenshot shows the search results page for the term 'logbuilding'. The search bar contains the text 'logbuilding' and a magnifying glass icon. Below the search bar is a grid of search results.

The screenshot shows the search results page for the term 'logbuilding'. The search results are displayed in a grid format. The first result is for 'Estonian Logbuilding' and the second is for 'Adobe & Earthen Walls'. Each result includes a thumbnail image, the course title, a brief description, and a 'Click to enter this course' button. The category for both results is 'Tutorials'.

Estonian Logbuilding Available Courses

Renovation Of A Veranda

Tile Stoves

Blacksmithery

Adobe & Earthen Walls

Straw Thatching

Brick and Tile Making

Stained Glass

Portuguese Tiles

Plastering

Swedish Logbuilding

Birch Bark Harvesting

Adobe & Earthen Walls

Entry level insight to some of the technologies recognised for the purpose of building different types of adobe and earthen wall structures. Adobe and earth wall technologies are amongst the earliest building methods of humankind with a long tradition over thousands of years.

[more ...](#)

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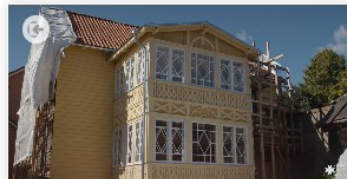
Available courses



Estonian Logbuilding

NGO Vanaajamaja (Old Times House) was born in 1998 as a nonprofit, educational organization. We are dedicated to establishing training programs, disseminating information, and generally serving as

[Click to enter this course](#)



Wooden Veranda

It is crucial to preserve old buildings because it is impossible to recreate them. We can make a copy of an old building but we cannot recreate old material. When we leave an old building and let it

[Click to enter this course](#)



Adobe & Earthen Walls

The course offers an entry level insight to some of the technologies recognised for the purpose of building different types of adobe and earthen wall structures. Adobe and earth wall technologies are

[Click to enter this course](#)



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KUIDAS KASUTADA E-ÕPPE PLATVORMI ÕPILASENA



ADOBE & EARTH WALLS Part 2 Building A Cob Wall

E-Academy Of Building Crafts
Erasmus+ KA2 Strategic Partnership



KUIDAS KASUTADA E-ÕPPE PLATVORMI ÕPILASENA

1. REGISTREERIMINE JA KASUTAJAKS TEGEMINE

Kursuse sisule juurdepääs eeldab registreerumist, millele peab eelnema liikmeks tegemine ja sisselogimine. Kui huvipakkuv kursus on leitud, tuleb vajutada nuppu "Registreeri mind", mis suunab kasutaja automaatselt registreerimise/sisselogimise lehele. Nii uue konto loomise kui ka sisselogimise protsess on väga lihtne. Registreerimisel peab kasutaja sisestama mõned kohustuslikud andmed nagu eesnimi, perekonnanimi ja e-posti aadress koos valitud kasutajanime ja parooliga. Registreerimine tuleb kinnitada andmebaasist saabunud e-kirjaga, et registreerimine lõpule viia. Vaikimisi saab kasutaja protsessi lõpus üliõpilasrolli ja sellest hetkest alates on autentimine lihtne ja kõikidele kursustele registreerumine on nüüd vaid nupuvajutuse küsimus. Mõned kursused võivad võimaldada ka külaliste juurdepääsu, kuid seda käsitletakse üksikute kursuste tasemel. (vaata pilti 13-16).

2. NAVIGEERIMISMENÜÜ JA TÖÖLAUD

Kui olete kasutajana sisse loginud, kuvatakse mitu uut võimalust. Üks neist on navigeerimismenüü, mis sisaldab palju uut teavet ja kasutajale isikupäraselt kohandatud linke. Kõige uuemad elemendid on jaotatud kahte sektsiooni pealkirjade: "Minu kursused" ja "Kursused" alla. "Minu kursused" all kajastuvad kõik kursused millele olete juba kasutajana ennast registreerunud. "Kursused" all on loetletud kõik e-õppe platvormil saadaolevad kursused. Mõlema sektsiooni alt on teil võimalik koguda rohkemat teavet, kui olete juba registreerunud kursusele, vajutades kas pealkirja või kursuse pealkirja kõrval olevat kolmnurka. Seda tehes saab selgeks õppida kursuse täieliku struktuuri, kuna kaustapuu laieneb ja kogu info muutub nähtavaks. Nii saate täpsustada, mida külastada soovite ja kus õppeprotsessi jätkata – otse Navigeerimismenüüst.

Navigeerimismenüü teine oluline funktsioon on töölaud, mis pakub sarnaseid võimalusi nagu navigeerimismenüü ise, kuid sellel on pakuda ka palju enam. Töölaua kuvatakse ka kõik need kursused, mida hiljuti külastati, peale nende, millele olete juba registreerunud. Selle lehe teine oluline funktsioon on iga kursuse edusammude nägemine. Samuti saab kasutaja siin üles laadida ja hallata privaatseid faile, jälgida kõiki kursustega seotud tegevusi, kas nimekirjast või kalendrivaatest. Veel üks kasulik funktsioon on võimalus näha e-õppe platvormil kõiki neid, kes on samal ajal võrgus ja koos nendega suhelda. Oma töölauda saab kohandada

isikupäraseks plokkide ümberkorraldamisega ja juurde lisamisega. Need seaded sõltuvad loomulikult kasutajast, mis tähendab, et iga kasutaja saab kohandada oma lehte ainult enda jaoks. (vaata pilti 17-18).

3. HALDUS

Veel üks uus funktsioon, mis ilmub sisselogimisel paremal külgribal, on haldusplokk. See plokk ilmub aga ainult siis, kui õpilased külastavad kursuse lehte ja ainus saadaolev funktsioon on sellelt kursuselt on registreerimisest loobumine. Tahtmatute lahkumiste vältimiseks tuleb registreerimisest loobumist enne selle tegelikku jõustumist topeltkinnitada. (vaata pilti 19).

Enrolment options



Tile stoves

The tile stove not only radiates heat, but is also an impressive detail of the home interior, a real center of attraction. The first tile stoves in Europe were created in the 13th century, and they were built in Lithuanian manors from the 14th century. For a long time, luxuriously decorated tile stoves not only heated the homes of nobles, but were also an important symbol of wealth and status. Today it costs thousands of euros to build a new and good tile stove. However, a greater value is to restore tile stoves that have been around for decades or centuries. It requires a lot of

▼ Self enrolment (Student)

No enrolment key required.

Enrol me

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Is this your first time here?

For full access to this site, you first need to create an account.

Create new account

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New account

Choose your username and password

Username

The password must have at least 8 characters, at least one non-alphanumeric character(s) such as *, -, or #

Password

More details

Email address

Email (again)

First name

Surname

City/town

Country

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Create my new account

Cancel



E-ACADEMY of Building Trades

admin

.....

Remember username

Log in

Forgotten your username or password?

Cookies must be enabled in your browser ?

Some courses may allow guest access

Log in as a guest

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Tile stoves



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▼ Course administration

Enrol me in this course

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Recently accessed courses



Tutorials

Tile Manufacturing



Tutorials

Straw Roof & Straw Thatching

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Administration

▼ Course administration

Unenrol me from Estonian Logbuilding

▶ Question bank

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4. KURSUSTE STRUKTUUR

Iga kursus on teostatud selge ja lihtsa ülesehitusega, mida õpilastel on lihtne jälgida. Kursused on jagatud mooduliteks, mis toimivad sama sarja osadena. Moodulite arv varieerub sõltuvalt kursuste teemadest, nende tegelik arv jääb 8 ja 12 vahele.

4.1. KURSUSE KIRJELDUS

Iga kursuse lehekülj algab detailse kursuse kirjeldusega, mis võtab kokku koolituse teemad ja selgitab erinevate moodulite vahelisi seoseid. Tavaliselt sisaldavad need soovitusi selle kohta, mida tuleks tekstide lugemisel ja õppevideode erinevate osade vaatamisel arvestada. Täiendav info sisaldab meistrite nimesid, moodulite arvu ja kogu kursuse pikkust. (See images 22).

4.2. MOODULI KIRJELDUSED

Moodulite kirjeldused on korraldatud üksikute moodulite pealkirjade alla, mis hõlmavad erinevaid teemasid 1.-12.osa koos eesliidetega. Kirjeldused ise on üksikutele moodulilehtedel saadaolevate tekstide lühendatud vormid, millele pääseb juurde vajutades kas otse mooduli pealkirja all olevat linki Leht või lühendatud kirjelduste lõpus olevat nuppu ... VEEL >>. Mooduli lehtedel on moodulite täielikud kirjeldused kombineeritud koos iga üksiku osa jaoks loodud lühifilmidega. Youtube'i videod on tavaliselt mooduli lehtede keskel, neile eelnevad ja järgnevad kirjeldavad tekstid. Iga mooduli kirjeldus sisaldab teavet videodes esinevate käsitöömeistrite nimede, keele, saadaolevate subtiitrite ja pikkuse kohta. (See images 20).

4.3. LÕPUEKSAMID

Iga kursuse lehekülj lõpeb lõpueksamiga, millel on järgmised osad: Test, milles on 10 juhuslikult valitud vastava mooduli teemalist küsimust, sertifikaadi lehekülj neile, kes läbivad testi nõutava hindega ja link küsimustikule, mis aitaks koguda tagasisidet autoritele, kuidas oleks võimalik kursuse lehekülge edasi arendada. Küsimustikuga on võimalik koguda olulist teavet õppijate huvide ja nõudmiste kohta seoses olemasolevate kursustega. (See images 21).

BUILDING A COB WALL - Adobe & Earthen

BUILDING A COB WALL

Shortfilm - Length: 7 minutes and 40 seconds

Original language of the film: Hungarian

Subtitles: English, Estonian, Lithuanian, Portuguese, Swedish, Romanian

Description of processes shown in the video:

'DEVELOPMENT OF THE WALL - The wall is built directly on two rows of re-used bricks, that is utilized as a mixture of mud prepared earlier and rested for at least a day, that is then stacked upon each other according on one side of the wall and then on the other. Later we place bunches into the middle part too, with some of pieces of the size of the pitchfork head, with offsets and overlappings to the lower layers. The proper adhesion by means of which we ensure that the air is completely removed from the pieces. If necessary, the bunch is p a loud snap sound.

TRIMMING THE WALL - Although we usually cut the cob wall vertically after it is completely done, it is also adv wall straight with the scraper movements of the pitchfork. As a result of scraping, the fibers are combed vertic


(to be continued below the video)


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PREPARATIONS - As a preparatory work, the surface and joints of the earth block wall must be thorough carefully cleaned so as not to impede work and adhesion of the material. Then we carefully splatter the water out of the mud plaster. Finally, we bring the adobe mass needed for the plastering close to the wa other mud techniques shown earlier. The main difference is in the type of the plant additive: in case of admixture, whereas its short parts adhere well to each other, giving flexibility to the adobe material of the some areas, efforts have been made to increase this flexibility by adding 2-3% horse manure too. ... **MORE**

FINAL EXAM

 Quiz

 Certificate - E-Master of Adobe and Earth Walls

 Kérdőív a platformról

 Questionnaire on the e-learning platform

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Estonian Logbuilding With Dovetail Notches

NGO Vanaajamaja (Old Times House) was born in 1998 as a nonprofit, educational organization. We are dedicated to establishing training programs, disseminating information, and generally serving as a center of Estonian traditional building and log house renovation for the professional and general public alike. Vanaajamaja is an accredited training and consultancy provider dedicated to Estonian built heritage. We provide training courses related to traditional log building and historical renovation. We regularly host master carpenters from all over the world to share their knowledge and skills. For over ten years now we have trained more than 500 people in Estonian traditional building. It is our experience that not everybody starts hands-on building right after the training course. People need time to think and plan their own building projects. When the actual building then starts, after months or years, they might discover that some of the knowledge and skills acquired in the training have somehow disappeared. Therefore we have made a helpful tool for those who want to revive their knowledge. This set of films shows step-by-step the process of making a small log building with the dovetail corner notches. The set contains eight films starting with the preparation and starting the log building in the workshop and ending with the raising of the building in its actual location.

Masters of the course: Margus Palolill, Mikk Mustmaa (Estonia)

Format of the modules: 8 pieces of video tutorials, subtitles and text-form descriptions

Full playtime of tutorial videos: 2 hours 56 minutes 17 seconds

Part 1 - Preparations And The First Round Of Logs

 Estonian Logbuilding 1 - Tutorial Video (1/8) 

PREPARATIONS AND THE FIRST ROUND OF LOGS

Shortfilm - Length: 19 minutes 35 seconds

Original language of the film: Estonian

Subtitles: English, Estonian, Hungarian, Lithuanian, Portuguese, Swedish, Romanian

The film gives an overview of the necessary preparations for starting a log building and making the first round of logs. It shows how to measure and place the leveling boards and how to start the first round of logs on the leveling boards.

Description of processes shown in the video:

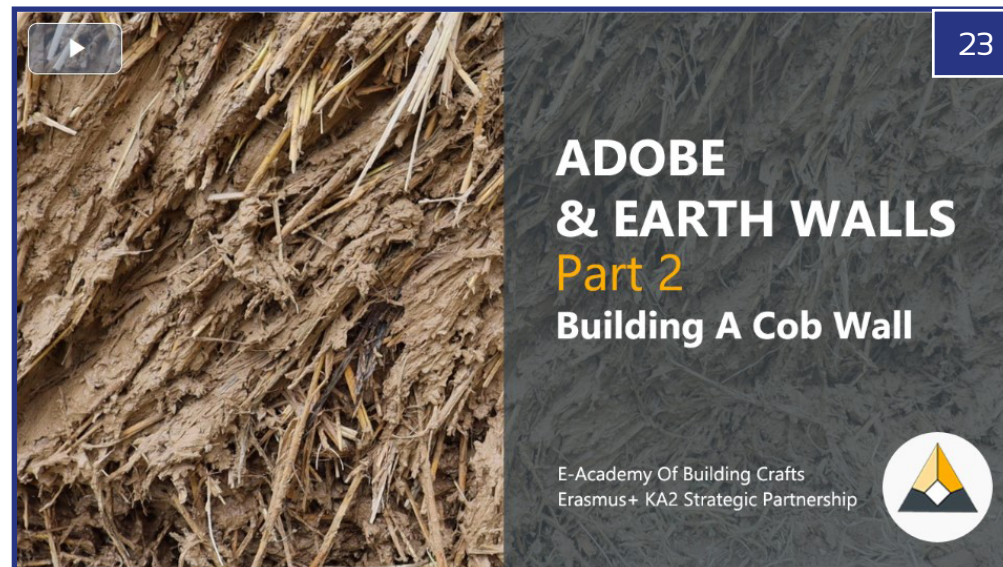
1 - Installing the levelling boards / **2** - Checking that the levelling boards are square / **3** - Marking out the ground / **4** - Checking that the diagonals are equal / **5** - Marking the position of the partition wall / **6** - Securing the boards and checking the level / **7** - Preparing and cutting the sill logs / **8** - Placing the sill logs according to the ground-plan / **9** - Checking the placement of the sill log - distance between it and the levelling board: 13 cm / **10** - Checking the placement of the sill log - distance between it and the levelling board: 12 cm / **11** - Adjusting the placement of the sill log - before marking the joint and the long groove, the log should placed be as it is going to be in the wall / **12** - Marking the sides of the corner joint / **13** - Marking the wind breaking joint / **14** - Marking the sides of the corner joint / **15** - Measuring the adjustment of the log - 12.5 cm ... **MORE >>**

Part 2 - Placing A Log With Double Scribing

5. ÕPPEVIDEOD JA VIKTORIINID

Vaatleme nüüd üksikasjalikult kursuste kahte põhielementi: õppevideod (lühifilmid) ja testid (teisisõnu viktoriinid), mis on vajalikud kursuste lõpetamiseks. Õppevideode eesmärk on edasi anda detailseid, praktilisi teadmisi. Filmides kasutatakse lähivõtteid vastava käsitöömeistri kätest, et edasi anda täielikku töövõtet või protsessi. Õppevideo formaat võimaldab kiirelt, kuid sügavalt mõista käsitletavaid teemasid koos võimalusega jälgida kaasnevate ehitustehnikate teostust. Iga filmi eesmärk on näidata vaid killukest kogu teemast, mille planeeritud pikkus on 5-10 minutit, kuid kõik lühifilmid kokku moodustab sarja, mis katab valitud ehitusvaldkonna põhilisemad ja tähtsaimad oskused. Filmid jutustatakse ajajoone edenedes, selgitades ekraanil nähtud protsesside põhjuseid ja täpseid üksikasju. Professionaalseid kommentaare teevad tavaliselt käsitöömeistrid ise. Mõnikord on kasutatud ka jutustajat, mõlemal juhul on filmide kaadritele lisatud täiendavad tekstid. Meistrite emakeeles salvestatud hääled on samuti mitmekeelses kujul subtiitritesse kirjutatud - originaalkeeles ja partnerluse kõigis keeltes. Meistrid räägivad filmides oma emakeeles. Subtiitrid on kirjutatud tekstidena mitmekeelses formaadis - originaalkeeles ja partnerluse kõigis keeltes. Moodulite kirjeldusi toetavad mitmel pool tekstiline versioon jutustajast nii, et filmidega seotud selgitused on mooduli lehtedel hõlpsasti loetavad ja otsitavad (lühifilmide peal ja all osas). (See image 23).

Testide ehk viktoriinide eesmärk on mõõta teadmisi pärast vastava kursuse kõikide lühifilmide läbivaatamist. Samuti kontrollida meetodikate ja täiendavate tehniliste teadmiste omandamist. Õpilasel on võimalik piiramatu kord sooritada kursuse test, mis koosneb 10 erinevat tüüpi küsimusest. Need küsimuste tüübid on ritta seatud raskusastme järjekorras: "Õige või vale", "Mitu valikut" ja "Vali puuduvad sõnad". Esimese tüübi puhul on alati väide, mille kohta õpilane peab otsustama, kas see on õige või vale. Mitme valikuga küsimuste lahendamisel peab õpilane valima õige vastuse 4 võimaluse hulgast või täitma lause tühja koha, valides 4 võimaliku lahenduse hulgast. Küsimuste tüübis „Vali puuduvad sõnad“ peab 4 tühikuga lausest leidma rippmenüüst õiged sõnad. Testide sooritamise hindeks on seatud 7 punkti, maksimumhindest 10, kuid see võib üksikute kursuste puhul olla mõnevõrra erinev. Testi eduka sooritamise korral antakse kasutajale Tunnistus, mille ta saab alla laadida Kursuse lehelt, Lõpueksami osast, mis on leitav otse Testid all. Kuni tunnistuse väljastamise nõuete täitmiseni on link passiivne, kuid pärast testi sooritamist aktiveerub, mis võimaldab õpilasel tunnistuse allalaadida. (See images 24-27).



23

[Home](#) > [My courses](#) > [Stained Glass](#) > [Test Your Knowledge!](#) > [Quiz](#) > [Summary of attempt](#)

Quiz

Summary of attempt

Question	Status
1	Not yet answered
2	Not yet answered
3	Not yet answered
4	Not yet answered
5	Not yet answered
6	Not yet answered
7	Not yet answered
8	Not yet answered
9	Not yet answered
10	Not yet answered

[Return to attempt](#)

[Submit all and finish](#)

27



Quiz

Grading method: Highest grade

24

Attempt quiz now

Question 1 Not yet answered Marked out of 1.00 [Flag question](#)

When removing the panels from the window openings, first the materials to hold the panels in place are , then the metal rods are . Next, the stained-glass panels are on rigid wood panels, and they are lowered in batches.

* Quiz navigation

1	2	3	4
5	6	7	8
9	10		

[Finish attempt...](#)

Question 2 Not yet answered Marked out of 1.00 [Flag question](#)

After removal, the original lead came can be reused as is.

Select one:

- True
- False

25

Question 10 Not yet answered Marked out of 1.00 [Flag question](#)

Reassembling the stained-glass panels:

Select one:

- a. Starts from the corner of a panel, joining together the stained-glass elements with the new lead came
- b. None of the above
- c. Requires soldering of the intersections of the lead came
- d. Requires first soldering the intersections of the new lead came, then the entire surface

[Finish attempt ...](#)

◀ Stained Glass 10 - Tutorial Video (10/10)

Jump to...

26

MANAGING THE COURSES

AS A TEACHER OR ADMIN

Available courses



Estonian Logbuilding

NGO Vanaajamaja (Old Times House) was born in 1998 as a nonprofit, educational organization. We are dedicated to establishing training programs, disseminating information, and generally serving as

[Click to enter this course](#)



Wooden Veranda

It is crucial to preserve old buildings because it is impossible to recreate them. We can make a copy of an old building but we cannot recreate old material. When we leave an old building and let it

[Click to enter this course](#)



Adobe & Earthen Walls

The course offers an entry level insight to some of the technologies recognised for the purpose of building different types of adobe and earthen wall structures. Adobe and earth wall technologies are

[Click to enter this course](#)



Straw Roof & Straw Thatching

The course is made of two great parts, both explaining building methods of roofing. Furthermore even the raw building material is something that clearly connects the two, being rye

[Click to enter this course](#)



Blacksmithery

Blacksmithing is one of the oldest crafts in the world, without which we cannot imagine our daily life today. Blacksmiths were highly respected in all countries and at all times, in some nations even

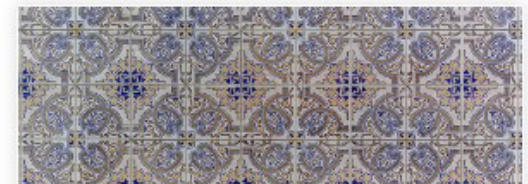
[Click to enter this course](#)



Tile stoves

The tile stove not only radiates heat, but is also an impressive detail of the home interior, a real center of attraction. The first tile stoves in Europe were created in the 13th century, and they were built in

[Click to enter this course](#)



MANAGING THE COURSES AS A TEACHER OR AN ADMIN

Users with the role of Teacher or Admin have the full access to manage the courses of the platform: adding new contents or modifying existing ones through the editing features of the Moodle page. In the next few phrases we will look into these possibilities a bit. Naturally accessing these features there is need for a registration and login and additionally the administrators of the platform should grant a Teacher or Admin access to those users who would like to perform direct modifications on the site, on the structure of the courses or on the individual courses.

NOTE: This guide is to help those who are able and ready to perform these modifications on their own and by reading this guide. With some practice this is really accessible and easy for anyone, still the actual administrators of the E-Academy e-learning platform can always help in the management and the realisation of the required changes. So try to learn it and then ask for help whenever you need it!

2. VIDEO REQUIREMENTS

The courses of the E-Academy platform are designed around the video tutorial series portraying the selected building trades. It is advised therefore that the series of short films are prepared and uploaded to the programme's Youtube channel first (<https://www.youtube.com/channel/UCsJqaBtGWtnKB5YGnYIZI9Q>). The requirements can be summarised in the following way:

Series of 8-12 films - tutorial short films

Goal: to explain the basics and key techniques of a selected traditional building trade

Recommended shots: close-ups on the hands of the masters, totals for the better understanding of the situations

Narration in native language of the masters

Minimum resolution: UHD - 1920 x 1080 px

Subtitle(s) at least in English as separate *.srt files (not burnt on the video)

Starting and closing screens according to the Design Concept Plan of the programme.

Link to the plan: shorturl.at/eRVX8

Link to the folder for the starting and closing screens to be adapted on the new films of E-Academy: shorturl.at/ADJT5

Minimum length: 5 minutes per videos

Suggested length: 5-12 minutes of playtime

Once everything is done in the suggested way of the E-Academy, the videos can be uploaded to the programme's Youtube channel. Along with the videos the subtitles have to be also uploaded in all available languages. To make sure that the Moodle will show the English subtitle too upon the embedded videos, it is recommended to set 'Esperanto' language as the original language of the films.

1. ADDING A NEW COURSE

Starting a completely new course at the platform can be initiated from the 'Manage courses and course categories' page by pressing the 'Create new course' button or from the 'Courses' page, by pressing the 'Add a new course' button. To get to these pages, the 'Manage courses and course categories' link can be found under the Administration section > Courses, while the 'Courses' page is available in the Navigation section. (See images 28-30).

The 'Add a new course' page allows us to provide not only all the basic and general pieces of information on the courses, but also a series of important and detailed settings on how the course should function. **The most important data at start are the 'Course full name' and 'Course short name'.** These both should be as short and in the meantime as well-describing as possible. In case of the Course full name we are able to use multilingual titles by using the {mlang} tags. Example in case of an English and a Portuguese title: {mlang en}Tile production{mlang}{mlang pt}Fabrico de azulejos{mlang}. In case of the short title only the English version is suggested for technical reasons.

Suggested settings for some of the **basic fields:**

- Course category: Tutorials (the only available category according to the general goals of the e-learning platform).
- Course visibility: Show - if the course is already fully complete / Hide - until the course reaches its final state and can be published
- Course start date: actual date of the publishing can be set
- Course end date: it is suggested not to enable the end date so that all new courses can be reached without time limitation. However in case of some special temporary courses this setting can be a useful one.
- Course ID number: not a compulsory setting, but it can be useful in some special cases (See image 31).

Further important key fields are available under the **Description section:**

- Course summary: This description is an important one as this will be displayed both on the front page and on the Courses page in the list of courses along with the thumbnails of the courses. As there is only limited space at these locations, it is

[Manage courses](#)

	Wooden Veranda		Adobe & Earthen Walls	
	Blacksmithery		Stoves	
	Tinted Glass		Estonian Loghouse Building	
	Roofing		Manufacturing	

[Add a new course](#)

Courses pending approval

Navigation

- Home
- Dashboard
- Academy of Building Trades
- Courses**
 - Tutorials

Administration

- Category: Tutorials
 - Manage this category
 - Edit this category
 - Add a subcategory

Administration

- ▶ Front page settings
- ▼ Site administration
 - ⚙ Notifications
 - ⚙ Registration
 - ⚙ Moodle services
 - ⚙ Advanced features
 - ▶ Users
 - ▼ Courses
 - ⚙ Manage courses and categories**
 - ⚙ Course custom fields
 - ⚙ Add a category
 - ⚙ Add a new course

Course and category management

Viewing: [Course categories and courses](#)

Course categories

[Create new category](#)

[Tutorials](#) 12

Sorting

Selected categories ▼

Sort by Category name ascending ▼

Sort by Course full name ascending ▼

[Sort](#)

Tutorials

[Create new course](#)

Sort courses

Per page: 20

	<input type="checkbox"/>	Estonian Logbuilding				
	<input type="checkbox"/>	Wooden Veranda				
	<input type="checkbox"/>	Adobe & Earthen Walls				
	<input type="checkbox"/>	Straw Roof & Straw Thatching				
	<input type="checkbox"/>	Blacksmithery				
	<input type="checkbox"/>	Tile stoves				

advised not to add descriptions any longer than 30-40 words.

- Course image: This image will represent the course in the aforementioned list of courses upon the course summary texts. The accepted file formats are: gif, jpeg and png. These types of images can be uploaded easily and can be set as course image through the uploader field. (See image 32).

Course format section:

- Format: Required setting is 'Topics format' which allows to follow the programme's concept by dividing the course into 8-12 parts (topics). These will be the individual modules of the course, forming a sequence together.

Edit course settings

31

▼ General

! ? Course full name {mlang en}Estonian Logbuilding{mlang}{mlang et}Eesti Palkhoone

! ? Course short name {mlang en}Estonian Logbuilding{mlang}{mlang et}Eesti Palkhoone

? Course category Tutorials ▼

? Course visibility Show ▼

? Course start date 16 ▼ April ▼ 2020 ▼ 00 ▼ 00 ▼

? Course end date 1 ▼ June ▼ 2022 ▼ 17 ▼ 30 ▼ Enable

? Course ID number

▼ Description

Description

32

? Course summary

{mlang en}NGO Vanaajamaja (Old Times House) was born in 199... organization. We are dedicated to establishing training programs and generally serving as a center of Estonian traditional building for the professional and general public alike. Vanaajamaja is consultancy provider dedicated to Estonian built heritage. We related to traditional log building and historical renovation. carpenters from all over the world to share their knowledge and we have trained more than 500 people in Estonian traditional b that not everybody starts hands-on building right after the traini to think and plan their own building projects. When the actual months or years, they might discover that some of the knowled training have somehow disappeared. Therefore we have made want to revive their knowledge. This set of films shows step by

? Course image Maximum file size: L

Files

Screenshot_21.jpg

Accepted file types:
Image (GIF) .gif
Image (JPEG) .jpg
Image (PNG) .png

33

▼ Course format

Format
Single activity format
Social format
Topics format
Weekly format
Hidden sections are shown in collapsed form

Hidden sections

Course layout

34

▼ Appearance

Force language

Number of announcements

Show gradebook to students

Show activity reports

▶ Files and uploads

▶ Completion tracking

▶ Groups

▶ Role renaming

35

▼ Appearance

Force language

Number of announcements

Show gradebook to students

Show activity reports

▶ Files and uploads

▶ Completion tracking

▶ Groups

▶ Role renaming

▶ Tags

Save and return Save and display Cancel

- Number of sections (topics): It depends on the number of the planned tutorial films (modules). In case of 10 parts, it is suggested to set it for 11 by start as the Final Exam will also need a separate section (topic). The course can be started with any number of sections though, as it will be possible to raise their number anytime later on.
- Hidden sections: This setting should be based on the special preference of the course creator. E-Academy was designed without any hidden sections.
- Course layout: Suggested setting is 'Show all sections on one page', so no pagination will appear within the Course page. (See image 33).

Appearance section:

Force language: required setting is 'Do not force'
Number of announcements: let's set it to '0' at start
Show gradebook to students: Yes
Show activity reports: Yes
 (See image 34).

Further settings:

All further settings can be left as they are by default (Files and uploads, Completion tracking, Groups, Role renaming, Tags). Although it is advised to make sure that completion tracking is enabled.

If all these settings were properly done, they need to be saved by pressing either the 'Save and return' or the 'Save and display' button. The former allows further modifications, while the latter will show you the result of all these settings of the new course. (See image 35).

3. ADDING A COURSE DESCRIPTION

Once the course have been created, it is advisable to continue with the course description for the top of the course page. This can be added and later modified in the following way: First make sure that you are on the newly created course page, then under the Administration section press the 'Turn editing on' link. This will reveal a number of editing links around the different parts of the course page. (See image 31)

To edit the top part of the page you need to select the uppermost 'Edit > Edit section' button. This opens the 'Summary of General' page where we can edit the 'General' section firstly by checking the 'Custom' option at the 'Section name'. The field gets active as a result of this and so we can place the desired title to here. As a result of these actions this title will appear at the top of the course page. For the multilingual format we need to use the same technology that was described earlier. Example in

case of an English and a Portuguese title:

{mlang en}Tile production{mlang}{mlang pt}Fabrico de azulejos{mlang}.

Finally into the empty field of the Summary we can place the description of the course. The minimum requirement for the text is at least 450 words, summarising the contents of the separate modules, the connection between them and the context of the materials providing a good understanding of the planned learning objectives and the tools to be used. It is also important to add the 'Master of the course' / 'Format of the modules' / 'Full playtime of tutorial videos' descriptive rows. In order to make sure that the platform's template is fully followed, it is advised to copy the description of an existing course. If doing so, it is the best to copy the HTML codes and paste it to the HTML version of the empty field. The HTML editing mode can be applied in the following way: first let's select the 'Show advanced buttons' and then activate the 'HTML' editing mode.

At start every course description has to have an English version so that it can be later easily translated to other languages too. For the multilingual version we need to use the multilingual tags just as it was shown before. In case of the E-Academy platform with seven languages yet the following language codes are in use:

English: *{mlang en}English text{mlang}*
Portuguese: *{mlang pt}Portuguese text{mlang}*
Swedish: *{mlang se}Swedish text{mlang}*
Hungarian: *{mlang hu}Hungarian text{mlang}*
Romanian: *{mlang ro}Romanian text{mlang}*
Estonian: *{mlang et}Estonian text{mlang}*
Lithuanian: *{mlang lt}Lithuanian text{mlang}*

(See images 32-34).

4. ADDING A NEW MODULE TO THE COURSE

The best practice to adapt the same design that the course template of E-Academy owns is to copy the codes of an existing module. But first let us create a page under Topic 1. This is only possible in case the editing is still on in the course. (If not, let's press the 'Turn editing on' link under the Administration section). If this is properly set, we need to press the 'Add an activity or resource' link under Topic 1, then from the long list of possibilities we need to select 'Page' and press the 'Add' button. Having done like that we can already start editing the page. (See images 35-39).

First, let's add the 'Name' as a title under the 'General' section. Following the template of the platform the following pattern should be followed: <Course Name> n - Tutorial

31



Administration

- Course administration
 - Edit settings
 - Turn editing on**
 - Course completion
 - Users
 - Filters
 - Reports
 - Gradebook setup

Home > Courses > Brick and Tile Making

32

Brick and Tile Making



Tiles are essential to the image of historical buildings and sites, creating the Dachlandschaft – the scenery of the roofs – and representing an important component of local identity and heritage. This course gives an overview of the production process of manufactured tiles and bricks, nowadays used in restoration projects.

The proliferation of inadequate large-scale industrially-produced materials has led to the disappearance of handmade tile roofs that have populated Transylvanian towns and villages since the 18th Century, when the transition from wood and straw to ceramic roofing took place. Requiring years of experience and difficult labor, traditional tile and brick making is currently an endangered craft in Romania.

Home > Courses > Brick and Tile Making

33

Summary of Brick and Tile Making

General

Section name

 Custom

Summary



34

Section name

 Custom

Summary



```

1 {mlang en}
2 <p align="justify">Tiles are essential to the image of historical buildings and sites, creating
  scenery of the roofs - and representing an important component of local identity and heritage.
  of the production process
3     of manufactured tiles and bricks, nowadays used in restoration projects.</p>
4 <p align="justify">The proliferation of inadequate large-scale industrially-produced materials
  of handmade tile roofs that have populated Transylvanian towns and villages since the 18th Cent

```

Video (n/m), where 'n' is the number of the module (topic) in the list and 'm' is the complete number of all modules (topics). Example: Estonian log building 1 - Tutorial Video (1/8). Naturally the multilingual form can be also applied just as it could be seen earlier.

Still within the General section we can add a Description with the 'Display description on course page' checkbox marked. Our goal with this is to show an extract of the complete module description on the course page, so practically the first part of the text. As we mentioned before, the best practice to properly apply the platform's template is to copy the HTML codes of the same section from another course's module and to update the contents while keeping the inherited formatting of these texts. So let's just quickly add a placeholder short text into the Content > Page content field and save the course using the 'Save and return to course' button. As a next step let's now open a course page on a new browser page and having selected a module let's select the editing mode of that module page. Let's then copy both the Description and the Page content as HTML codes from the editing window and copy them to the relevant places using their HTML editing modes.

Now keeping the format of the template you can customise the copied descriptions and the embedded video content to the new course's details. Regarding the multilingual format you can follow the guidelines explained in the former chapter (3. Adding a Course Description). The E-Academy template has the following principles for the upper part of the module page to show:

- Title of the module with uppercase letters (heading 5 style), which can be achieved by using the <h5>...</h5> tags in HTML codes
- Short film - length of the video
- Subtitles available

It is a special task to update the video link of the embedded media. The code goes in the following way, having copied the video link from the browser's address bar in Youtube:

```
<p align="center"><video width="960" height="540" controls="true" style="border:1px solid #999999"><source src="https://www.youtube.com/watch?v=mtYmcrCGi2E"></video><br></p>
```

By keeping all other settings you only need to copy the right link of the relevant Youtube video in the format shown above. Another important link to update is the one of the ... MORE >> button, which can be refreshed by copying the module page's link from the browser's address bar, paying attention to the correct 'id' number of the page.

```
<a href="https://buildingtrades.eu/mod/page/view.php?id=45"><b>MORE >></b></a>
```

Once the first module is updated with all contents (video, titles, links and texts), it is now simpler to copy the contents of these to all other topics, providing the required templates for each part. This can be done by turning the editing on in the Administration panel (Turn editing on) and then from the Edit drop-down menu to the right side of the Page title let's select 'Duplicate'. Having made as many duplicates as required, we can now drag one template page under each topic title. The further benefit of this solution besides that we do not need to make any formatting on our content is that the page links of the MORE button will be automatically updated according to the 'id' of the page, so we will not have any further job with that.

As a final step we need now to rename the Topic titles too. Just as shown earlier, this can be done in a multilingual form using the {mlang} language codes. According to the template of the courses, this title has the following pattern to follow: Part n - 'Title of the module', where 'n' is the number of the module in the series of all modules of the course. Example: Part 8 - Building The Foundations.

5. ADDING THE FINAL EXAM AND THE QUIZ

The last topic is the Final Exam in case of each course. Before getting into the details of the contents within this section, our first task is to build a 'Question Bank'. By default the minimum number of quiz questions is 30 pieces, 10 from each of the following types: 'True or False', 'Multiple Choice' and 'Select Missing Words'. Any further types of questions can be added to the Question Bank naturally, but to meet the standards of E-Academy it is enough to work with only these three types. It is also recommended that the questions are well distributed amongst the topics of the subject, selecting the theme of each module for at least one question of each type. When being on the Course page, let's open the Question Bank in the Administration panel by clicking on Course Administration > Question Bank > Questions. On the Question Bank page then we can start assembling the first questions by pressing the 'Create a new question...' button. (See images 40-43).

5.1. QUESTION TYPE 1 - TRUE OR FALSE

The most important kind of data to provide is the empty cell to fill for a statement or a decidable question, along with the section called 'Correct answer' where we can define whether the statement is True or False. There are also some further required fields to fill like the 'Question name', which is only for ourselves basically to identify the different questions more easily and the 'Default mark'. For the latter let's just add '1' as a value. In the remaining fields we can simply use the default values. Just as in all other cases we can conceive the Question Text in a multilingual form using the {mlang} tags. (See images 44).

Topic 1 Edit

+ Add an activity or resource

35

Edit

39

Advantages of using the file module instead of the file module in Moodle (being more accessible on mobile devices) and...

For large amounts of content it is recommended that a book is used on a page.

A page may be used

- To present the terms of a course or a summary syllabus
- To embed several activities together with some content

[More help](#)

RESOURCES

- SCORM package
- Survey
- Wiki
- Workshop
- Book
- File
- Folder
- IMS content package
- Label
- Lightbox Gallery
- Page
- URL

Add **Cancel**

Filters

36

Rich text editor toolbar with icons for bold, italic, bulleted list, numbered list, link, unlink, image, document, microphone, video, print, undo, redo, fullscreen, and help.

Code view showing HTML tags:

```

t,pt,hu,ro,sv}
ARATIONS AND THE FIRST ROUND OF LOGS</b></h5>
ustify"><b>Shortfilm</b> - Length: 19 minutes 35 seconds<br><b>Original language of
s:</b> English, Estonian, Hungarian, Lithuanian, Portuguese, Swedish, Romanian</p>
ustify">The film gives an overview of the necessary preparations for starting a log
gs. It shows how to measure and place the leveling boards and how to start the first
</p>
ustify"><b>Description of processes shown in the video:</b><br></p>
  
```

37

ns And The First Round Of Logs Edit

ing 1 - Tutorial Video (1/8) Edit

IS AND THE FIRST ROUND OF LOGS

n: 19 minutes 35 seconds

e of the film: Estonian

, Estonian, Hungarian, Lithuanian, Portuguese, Swedish, Roman

overview of the necessary preparations for starting a log buildin

w to measure and place the leveling boards and how to start the first round of logs on th

Duplicate

- Edit settings
- Move right
- Hide
- Duplicate**
- Assign roles
- Delete

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5.2. QUESTION TYPE 2 - MULTIPLE CHOICE

The multiple choice type of quiz works with a question and four possible answers. Similarly to the former type the 'Question name', the 'Question text' and the 'Default mark' are compulsory fields to fill. In case of the 'One or multiple answers?' let's select: 'One answer only' from the drop-down menu and the 'Shuffle choices' square should receive a check mark tick. These mean that there will always be one single correct answer and the order of the A-D choices will be always different and random. Finally we need to provide the possible answers in the Choice 1 - Choice 4 fields. If this would not be enough it is also possible to provide some further choices with the help of the 'Blanks for 3 more choices' button. According to the standards applied in the E-Academy one of the choices has to be marked with a 100% Grade value, while the others should be awarded with 'None' value. That means the one with the 100% grade will be the correct answer. Just as earlier, the rest of the settings can be left as they were, with their default values. This quiz type naturally also allows the multilingual format. (See image 46).

5.3. QUESTION TYPE 3 - SELECT MISSING WORDS

Select Missing Words type has the same compulsory fields as the former quiz types (Question name, Question text and Default mark = 1). In the cell of the Question text we are able to place a longer text of more sentences with four empty fields. For these empty spaces the user will need to choose the correct answers from four possible choices which will be provided from a drop-down menu in place. The empty spaces (the location of the drop-down menus) can be provided with [[1]] - [[4]] codes, while the list of possible answers can be added in the Choice [[1]] - Choice [[4]] fields. When this is all done, it is highly recommended to check mark the 'Shuffle' square so that the answers will appear in a random order.

It is worth mentioning that the multilingual solutions applied with the {mlang} codes require great attention. The translations have to be done in six parts:

- before [[1]]
- between [[1]] and [[2]]
- between [[2]] and [[3]]
- between [[3]] and [[4]] and
- after [[4]]

It is also important to hint that the different languages might result-in different order of the selectable words, so in some cases the words listed in the Choice fields will not be the translated versions of each other because of this mixed type of order.

(See image 47).

ABOUT THE QUIZZES IN GENERAL

In case of each question type we can save our settings with the 'Save changes and continue editing' or simply the 'Save changes' button. With the latter we will get back to the list of questions (Question bank) and here we can decide anytime to select any of the questions to further-edit them from the Edit menu to the right of the question's name on the pathway: Edit > Edit question. From the same Edit menu there are further options which could be useful later on, such as the Delete, Duplicate and Export as Moodle XML. The Duplicate function can be useful to use the already created questions as templates within the course's question bank, while the export function allows the same, but that way the exported xml can be used as part of other courses too. In the latter case the xml has to be simply imported to the question bank of the other course. The export-import functions can be also used on all questions of the bank together and at once. These possibilities are available under the Administration section, in the Course administration > Question bank (Import, Export). (See images 45, 47-50).

If we have already enough questions in the Question Bank, we can start creating our Quiz inside the Final Exam topic. To do so, let's make sure that the editing mode is turned on in the Administration panel (Course administration > Turn editing on). Let's press '+ Add an activity or resource', then from the appearing menu let's select 'Quiz' and press the 'Add' button at the bottom of the pop-up menu.

On the 'Adding a new quiz / Updating an existing quiz' page there are plenty of settings to adjust. So let's have a look at this list:

General section > Name: You can give a descriptive name to your quiz here. By default E-Academy quizzes are simply called 'Quiz'. This title will appear on the course page.

Timing: It is recommended not to enable any of the time interval dates, so that the quiz will be available all the time for the users.

Grade > Grade to pass: This is probably the most important setting on the page. In the E-Academy the suggested value is 7.00 (out of 10.00) points.

Grade > Attempts allowed: Unlimited

Grade > Grading method: Highest grade

Layout > New Page: Never, all questions on one page

Question behaviour > Shuffle within questions: Yes

The rest of the settings can be left without any modifications, keeping the original choices and values. To store all the settings we have made, let's use the 'Save and return to course' or the 'Save and display' button. Now that the Quiz is created and set, we only need to add the questions to it. This can be done by opening the Quiz page and pressing the 'Edit quiz' button or selecting the 'Edit Quiz' link in the Quiz administration under the Administration section. On the 'Editing quiz' page you

Administration

- Course administration
 - Edit settings
 - Turn editing off
 - Course completion
 - Users
 - Filters
 - Reports
 - Gradebook setup
 - Badges
 - Backup
 - Restore
 - Import
 - Reset
 - Question bank
 - Questions**
 - Categories
 - Import
 - Export
- Site administration

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Questions Categories Import Export

Question bank

Select a category:
Default for Brick and Tile Making (29)

The default category for questions shared in content items is:

No tag filters applied

Filter by tags...

Show question text in the question list

Search options

Also show questions from subcategories

Also show old questions

Create a new question ...

Question

Question name / ID number

01/3 - Tiles

Clay extraction - When assessing [[1]] quality

41

Choose a question type to add

QUESTIONS

- Multiple choice
- True/False
- Matching

A simple form of multiple choice question with just the two choices 'True' and 'False'.

42

Random short-answer matching

- Select missing words

OTHER

- Description

Add Cancel

43

Correct answer

True

False

True

Feedback for the response 'True'

A B I

44

Preparations and the First Round of L...

- 02 - 3/3
- Placing a Log with Double Scribing: Wh...
- 03 - 3/3
- Placing a log with single scribing: Corre...
- 04 - 3/3

- Edit question**
- Duplicate
- Manage tags
- Preview
- Delete
- Export as Moodle XML

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Choices

Shuffle

Choice [[1]]

Answer

{mlang en}clay{mlang}{mlang pt}{mlang}{mlar

Group A

46

can select '+a random question' from the 'Add' button's drop-down menu. Having pressed this a new pop-up window will appear where we can set how many random questions we would like to add and from which category of questions (within the course's Question Bank only). Let's select '10' for the number of questions and press the 'Add random question' button. The new questions will now appear on the 'Editing quiz' page and we have only a few things to do to make the Quiz complete. Let's keep the default setting for the individual grades (1.00) and make sure that the Maximum grade value is 10.00. It is also important to place a checkmark for the Shuffle option. When all is done, press the 'Save' button. (See images 51-57).

CERTIFICATE

The last thing to do in order to complete the course is adding the Certificate to the Final Exam section, right under the Quiz. As discussed earlier, this can be only done with the editing mode turned on (Administration: Course Administration > Turn editing on), while being on the Course page. Under the Final Exam topic use the '+Add activity or resource' link and select 'Custom certificate' from the appearing list and press the 'Add' button so that the action can be completed.

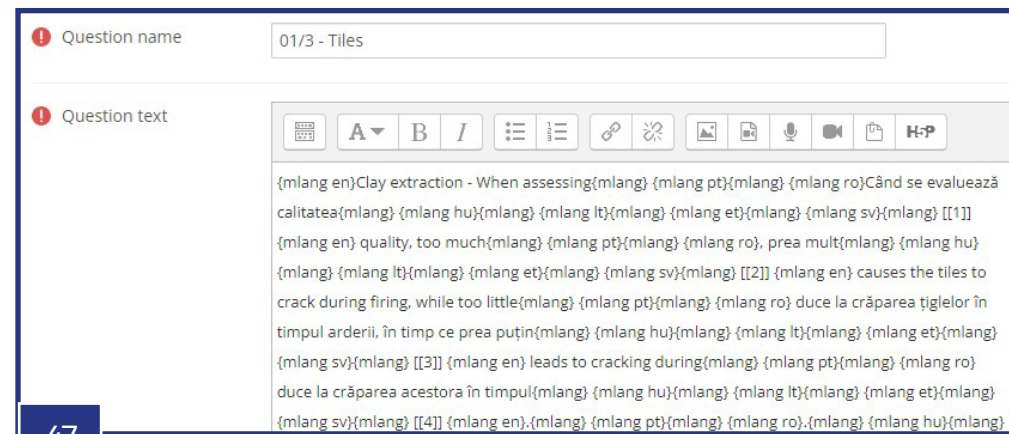
As a next step let's give a name to the Certificate in the General section of the 'Adding a new / Updating Custom Certificate' page. We can go on with the default settings except for one section, the 'Restrict access' part. The restriction should be the following: *'Student [must] match the following: Grade [Quiz] must be ≥ [70]%.'*

Also make sure that the check mark in front of the [must be] part is ticked. This setting will only allow access to the certificate if the student passed the Quiz (gained at least 7.00 points out of 10.00).

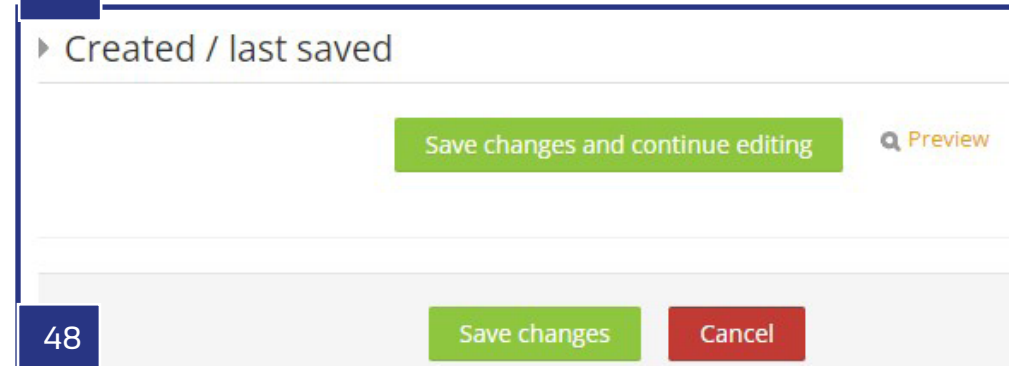
Finally let's put together the visual look of the Certificate! Click on the 'Edit certificate' link in the 'Custom certificate administration' menu. On the editing page you can set Name, Width and Height in the first three cells. For size parameters it is recommended to use A4 page size (210 x 297). Using the 'Add element' button and the drop-down menu next to it we can select different items for the Certificate paper. Let's add the background first. For this purpose you can download a blank template from this link: shorturl.at/djQ23.

Having downloaded the template, you can now start the uploading process. First in the 'Upload image' part press the 'Add...' button and in the context menu upload the downloaded template. Having done that you need to select this image in the Image section and then Save the changes. With this step the first layer of the certificate - the background - is done. We only need to add further two important items: the name of the student who will be the holder of the certificate and a description of the course. This can be done by adding 'Studentname' as a second layer upon the background.

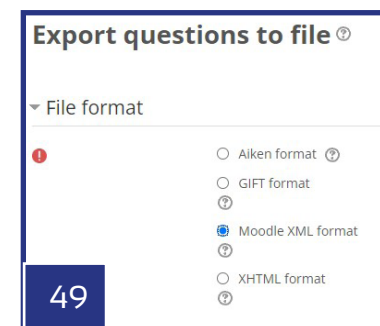
In the settings of the new item we are able to set the font type and size, the colour, the position (using X and Y coordinates) and reference point location of the text. Finally the short description of the course can be added as simple Text elements. It is recommended to add every new row as a separate text. The fine positioning of the items can be achieved by using the 'Reposition elements' option, which allows the individual items to drag to their desired location. When everything is properly set, let's save the settings as now the course is complete for use.. (See image 58).



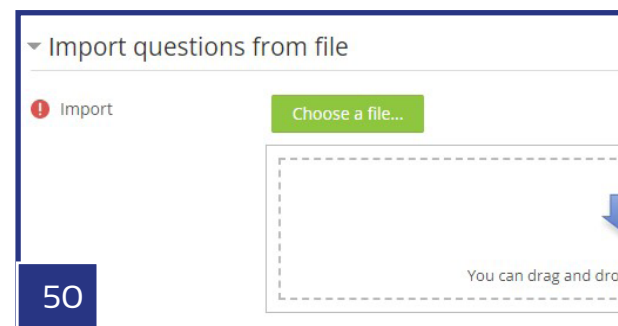
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Test Your Knowledge! Edit

+ **Add an activity or resource**

51

Add an activity or resource

- Glossary
- Lesson
- Media collection
- Quiz**
- SCORM package
- Survey

The quiz activity enables a teacher to create quizzes comprising questions of various types, including multiple choice, matching, short-answer and numerical.

The teacher can allow the quiz to be attempted multiple times, with the questions shuffled or randomly selected from the question bank. A time limit may be set.

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Administration

- Quiz administration
 - Edit settings
 - Group overrides
 - User overrides
 - Edit quiz**
 - Preview
 - Results
 - Locally assigned resources
 - Permissions

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Number of random questions:

Questions matching this filter: 24

« 1 2 3 4 5 »

- ▼ 01/3 - Birch
- ▼ 02/3 - Birch
- ▼ 03/3 - Birch
- ▼ 04/3 - Birch
- ▼ 05/3 - Birch

Add random question Cancel

56

Editing quiz: Quiz

Questions: 0 | This quiz is open

Maximum grade: Save

Repaginate Select multiple items

Total of marks: 0.00

Shuffle

+ a new question
+ from question bank
+ a random question

55

Timing

Grade

Grade category:

Grade to pass:

Attempts allowed:

Grading method:

Layout

Question behaviour

53

Editing quiz: Quiz

Questions: 10 | This quiz is open

Maximum grade: Save

Repaginate Select multiple items

Total of marks: 10.00

Shuffle

Page 1

1	Random (Default for Sharpening) (See questions)	1.00
2	Random (Default for Sharpening) (See questions)	1.00
3	Random (Default for Sharpening) (See questions)	1.00
4	Random (Default for Sharpening) (See questions)	1.00
5	Random (Default for Sharpening) (See questions)	1.00
6	Random (Default for Sharpening) (See questions)	1.00
7	Random (Default for Sharpening) (See questions)	1.00
8	Random (Default for Sharpening) (See questions)	1.00
9	Random (Default for Sharpening) (See questions)	1.00

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E-ACADEMY of Building Trades

CERTIFICATE OF APPRECIATION

PROUDLY PRESENTED TO

Admin User

Signature lines

UPI UNIVERSIDADE PORTUGALENSE

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