



Xerte User Guide

Contents

Setting up a Learning Object (LO)/E-Learning package.....	5
Title Page template.....	8
Text > Plain Text.....	10
Text > Bullets / Timed Content template.....	11
Text > Columns.....	12
Text > Orientation.....	14
Text > Summary.....	15
Media.....	18
Media > 360° Image.....	19
Media > Advanced Image.....	24
Moving pages.....	27
Media > Audio Slideshow.....	28
Media > Flickr Slideshow.....	30
Media > Graphics and Sound.....	32
Media > Image Viewer.....	33
Media > Media Lesson.....	34
Media > Media Lesson – adding a Quiz and a video.....	37
Media > Media Lesson > Clear panel with a synch point.....	42
Media > Morph Images.....	47
Media > PDF File.....	48
Media > Synched Video.....	49
Media > Thumbnail viewer.....	50
Media > Timeline Media.....	51
Media > Transcript Reader.....	54
Media > Video (embed mp4 video).....	54
Media > YouTube Video.....	56
Navigators > Flash Cards.....	57
Navigators > Interactive List.....	59
Navigator > Multi-navigator.....	61
Navigators > Multiple Perspectives.....	64
Navigator > Tabbed Navigator.....	65

Connectors	67
Connectors > Hotspot Image Connector	68
Connectors > Menu Connector	70
Connectors > Multiple Choice Connector	70
Charts > Basic Chart	73
Charts > Tables.....	74
Interactivity	75
Interactivity > Annotated diagram.....	76
Interactivity > Answer X of Y	77
Interactivity > Button Sequence	80
Interactivity > Categories	82
Interactivity > Decision Tree	83
Interactivity > Dialogue.....	87
Interactivity > Dictation	88
Interactivity > Documentation	89
Interactivity > Drag and Drop Labels	90
Interactivity > Gap Fill.....	91
Interactivity > Highlight Text.....	93
Interactivity > Hotspot Image	95
Interactivity > Interactive Text	98
Interactivity > video	102
Interactivity > Inventory.....	104
Interactivity > Matching Texts.....	106
Interactivity > Model Answer.....	110
Interactivity > Modify Exercise	112
Interactivity > Multiple choice	114
Interactivity > Opinion Page type	117
Interactivity > Quiz.....	128
Interactivity > Stimulating question	130
Interactivity > Text Correction	133
Interactivity > Timeline / Matching.....	135
Games.....	138
Games > Crossword	138
Games > Hangman	140

Games > Memory Game	141
Games > Wordsearch	143
Links / Feeds > Embed code	144
Links / Feeds > Hyperlinks	145
Links / Feeds > New Window	147
Links / Feeds > QR code	148
Tracking/xAPI.....	149
Tracking/xAPI > Results page	149
Tracking/xAPI > Stop Tracking.....	150
Changing menu items.....	151
Deleting menu items.....	151
Linking to items within a page	152
Filename conventions.....	155
Edit mode and previewing a Xerte by pressing the PLAY arrow.	155
Xerte Property Settings.....	157
Media and quota	158
Access.....	159
Shared Settings	160
Export settings – Export with Javascript	161
Peer Review.....	162
Give this project	163
Adding a Background Image.....	164
Addendum.....	166
Export to NILE	166
Hints and Tips	170

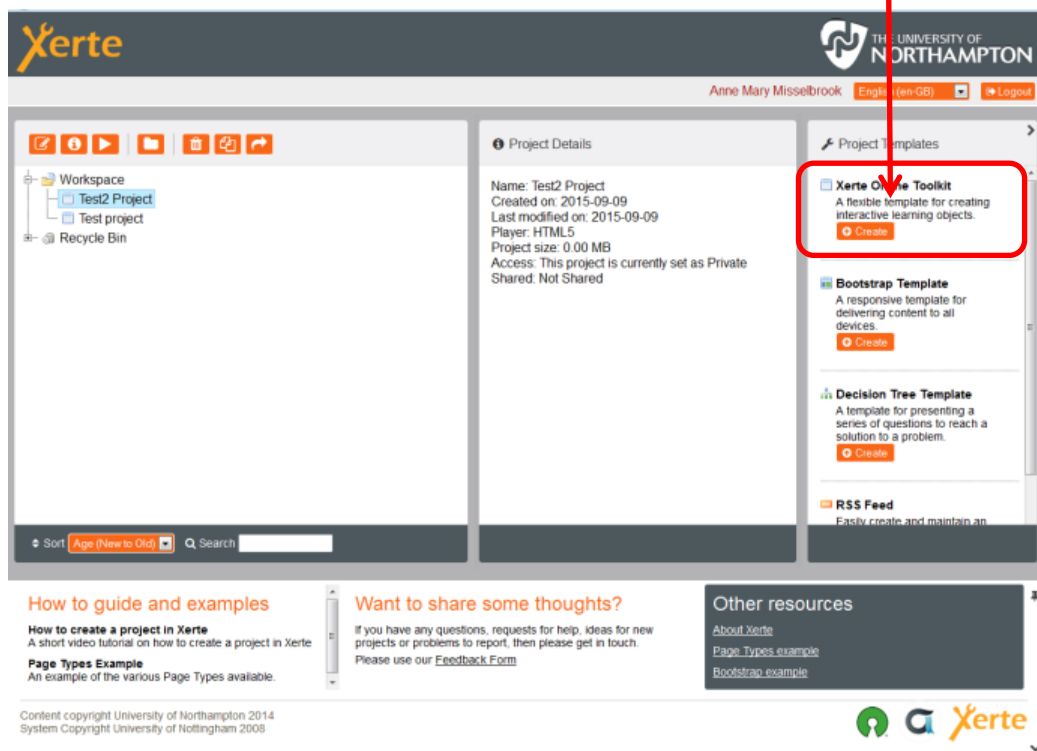
Setting up a Learning Object (LO)/E-Learning package

To use Xerte software, key in the following URL path in to your browser: **xerte.northampton.ac.uk**

- Log in to Xerte using your Username and Password if prompted.
Note: If already signed in to UoN systems you will not need to log in.

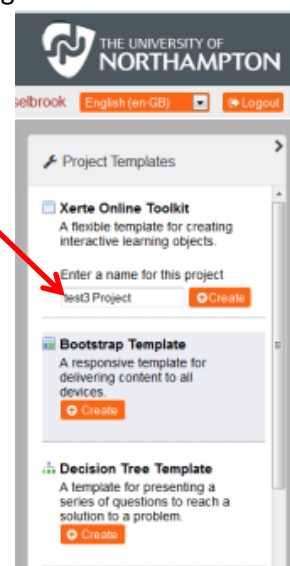


- Set up a new Learning Object/E-Learning package by clicking '**Create**' situated on the right side of the screen under '**Xerte Online Toolkit**'.



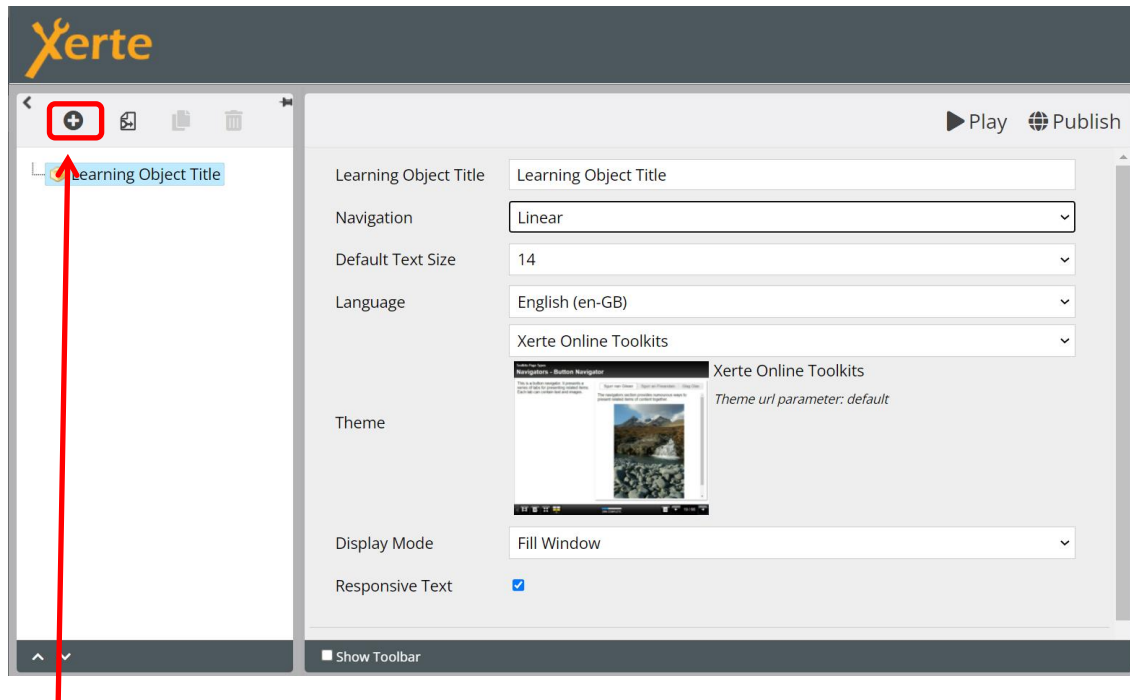
The screenshot shows the Xerte web interface. At the top, the user is logged in as 'Anne Mary Misselbrook' with a language dropdown set to 'English (en-GB)' and a 'Logout' button. The main content area is divided into three columns. The left column shows a 'Workspace' with a tree view containing 'Test2 Project' and 'Test project'. The middle column shows 'Project Details' for 'Test2 Project', including creation and modification dates, player type (HTML5), project size (0.00 MB), and access settings. The right column shows 'Project Templates' with three options: 'Xerte Online Toolkit' (highlighted with a red box and a red arrow), 'Bootstrap Template', and 'Decision Tree Template'. Each template has a 'Create' button. Below the templates, there are sections for 'How to guide and examples', 'Want to share some thoughts?', and 'Other resources'.

- Make sure you select **Xerte Online Toolkit** on the right side of the screen
- Give your Xerte LO/E-Learning package a name



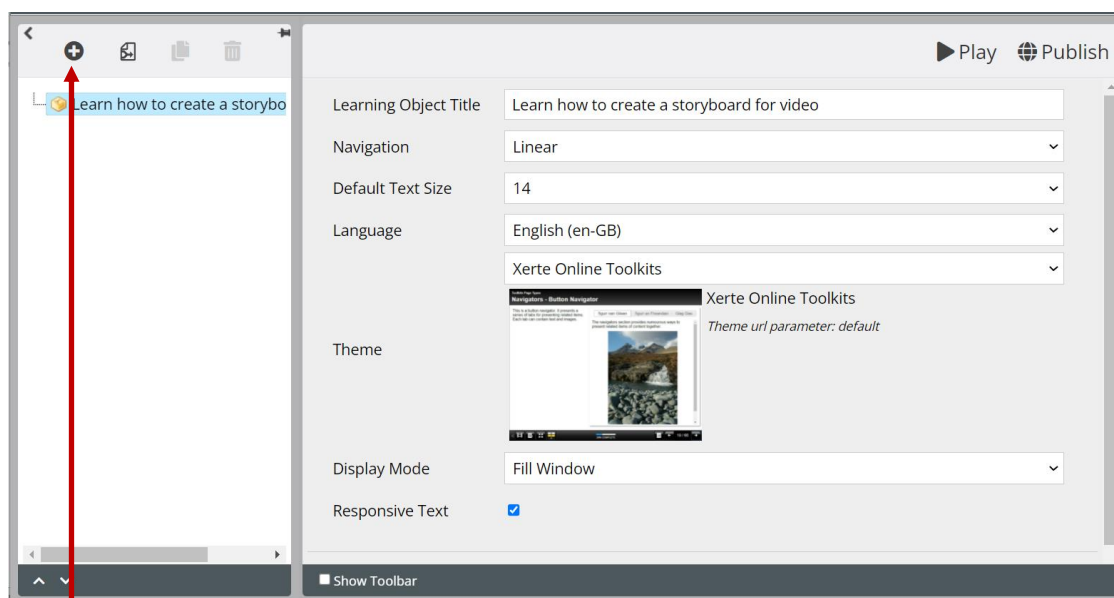
This close-up screenshot shows the 'Project Templates' section. The 'Xerte Online Toolkit' template is selected. Below the template description, there is an input field labeled 'Enter a name for this project' with the text 'Test3 Project' entered. A red arrow points to this input field. Below the input field is a 'Create' button. The 'Bootstrap Template' and 'Decision Tree Template' are also visible below.

- Apply your settings in the next screen.
- Settings are usually as follows:
 - Navigation settings - Linear (Next & Back), Menu, History, Menu with Page Controls.
 - –Text size 14
 - –Display/Mode: Use Fill Window size as this fits well on a variety of size screens.
- Add your **Learning Object Title**. Press the **Publish** button to save your Learning Object.



- Now click on the plus + symbol. This will reveal your page type templates to use to create your e-learning.

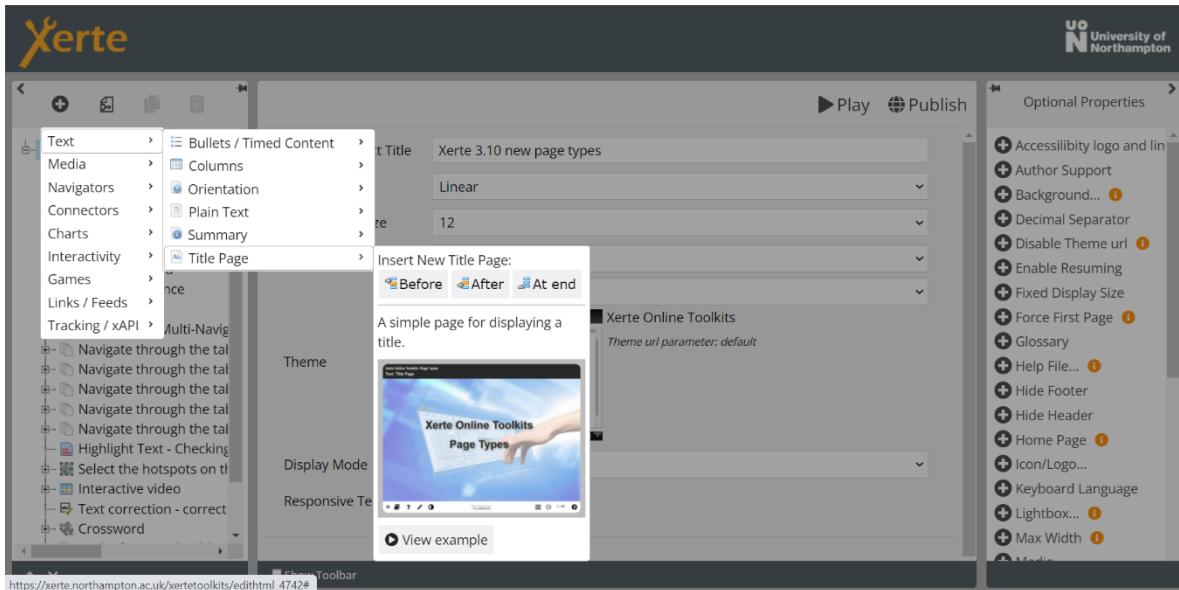
As you add pages to your site, when you open your project you will see them in the left menu. Make sure you use clear label headings. This title is: Learn how to create a storyboard for video.



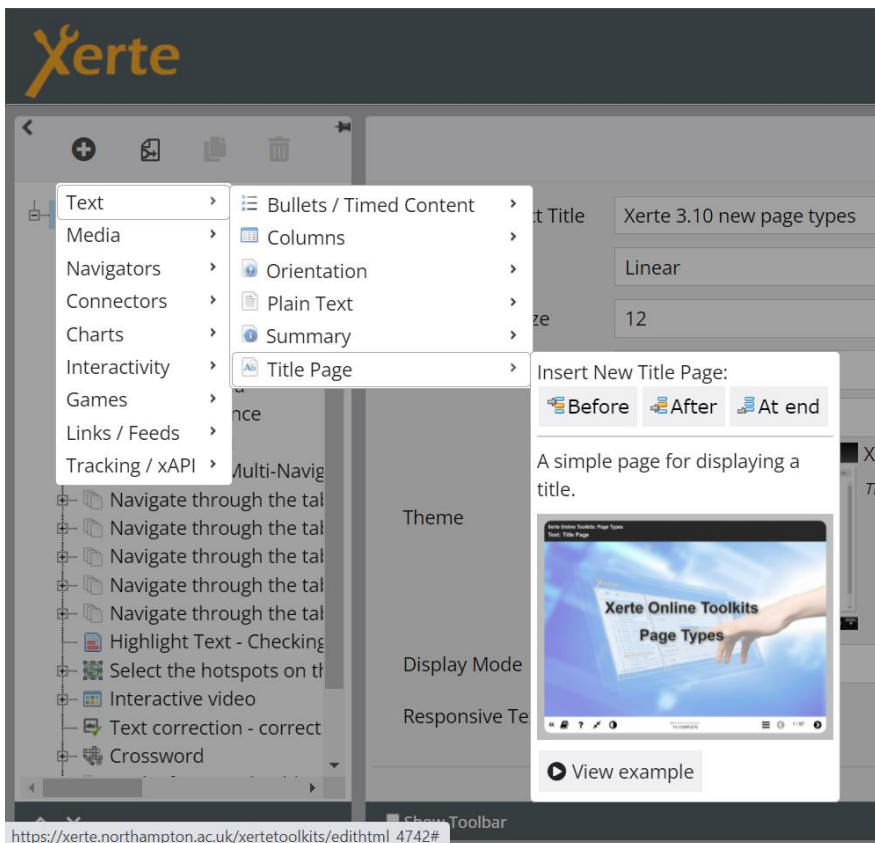
- Click on the plus to reveal a drop-down list of templates to be used to develop the content.

Title page – click on the plus sign icon to reveal the drop-down list of options.

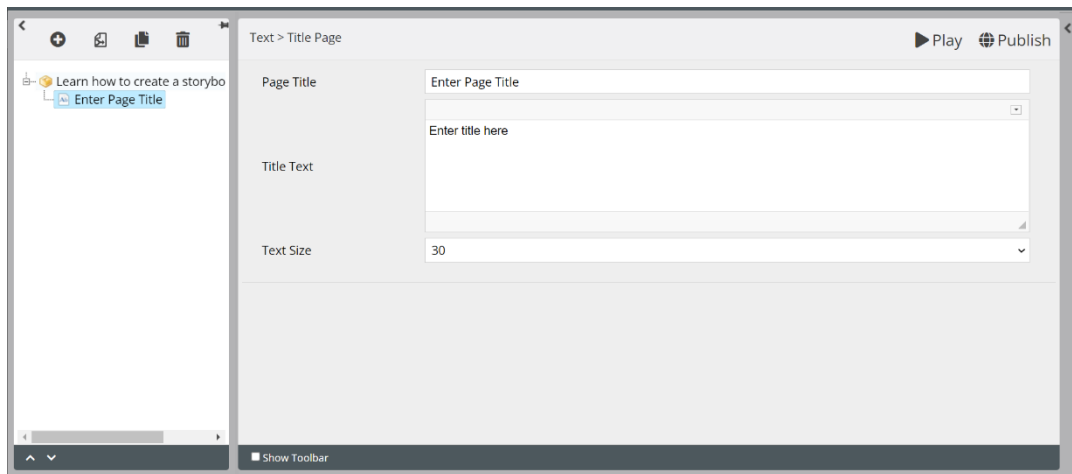
In the **'Text'** category you will find 6 different page types.



Hover your mouse over **Title Page** and then select **'After'**.

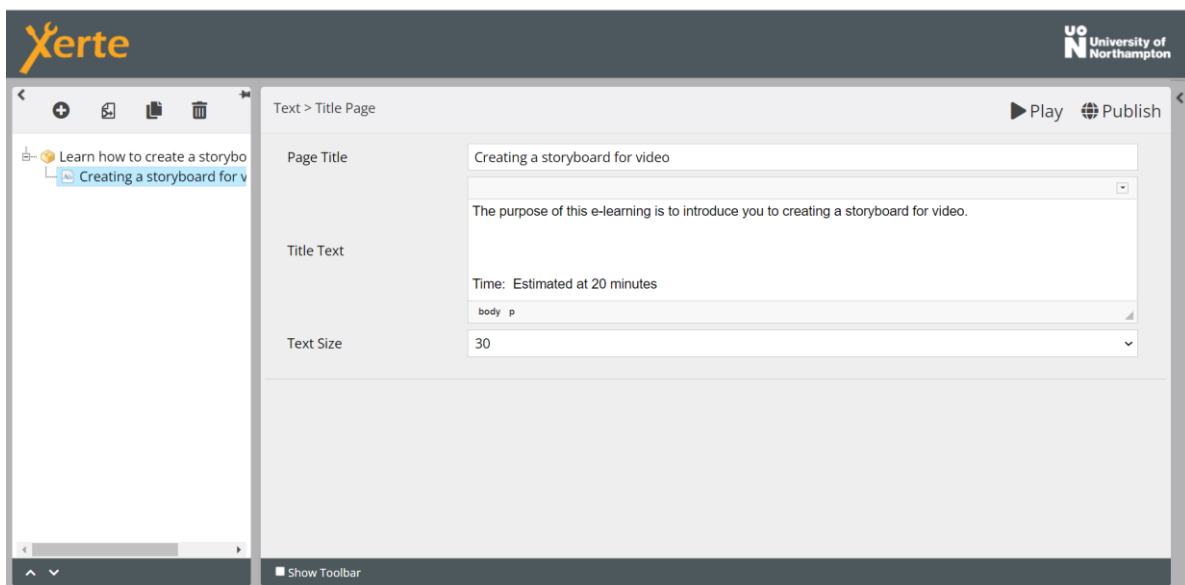


Title Page template



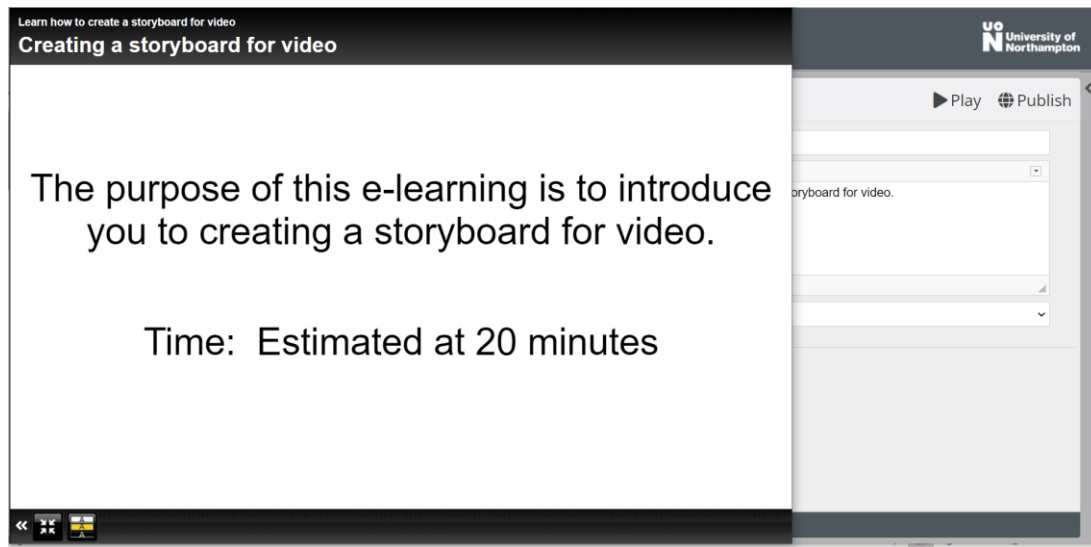
Enter text – select **Publish**

Press **Play** for preview. The pop-up blocker may block the preview. If this happens the end-user can click on **Launch Course** or select the pop-up blocker and **allow** to unblock it on your browser.



The page will look like this screenshot on the next page.

Preview of the Title page

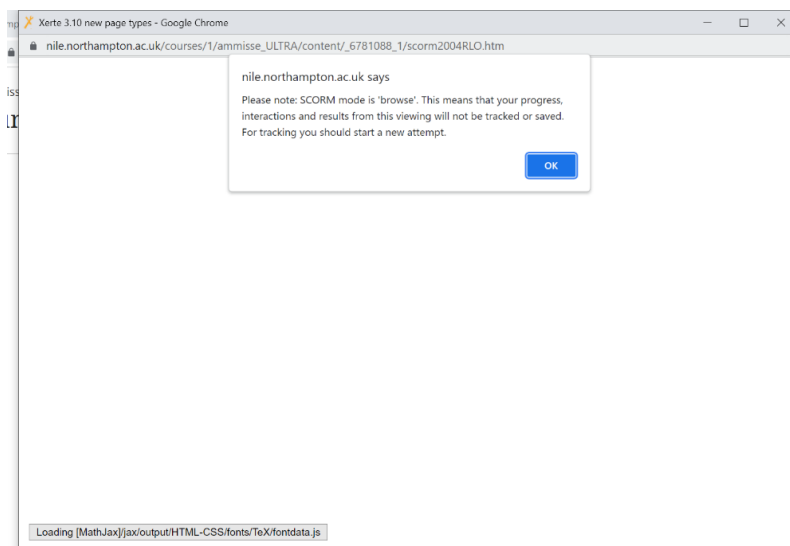


Tip: Use this page type for section break dividers in your Learning Object/E-Learning package, eg Section 1, Section 2 or Topic 1, Topic 2 etc.

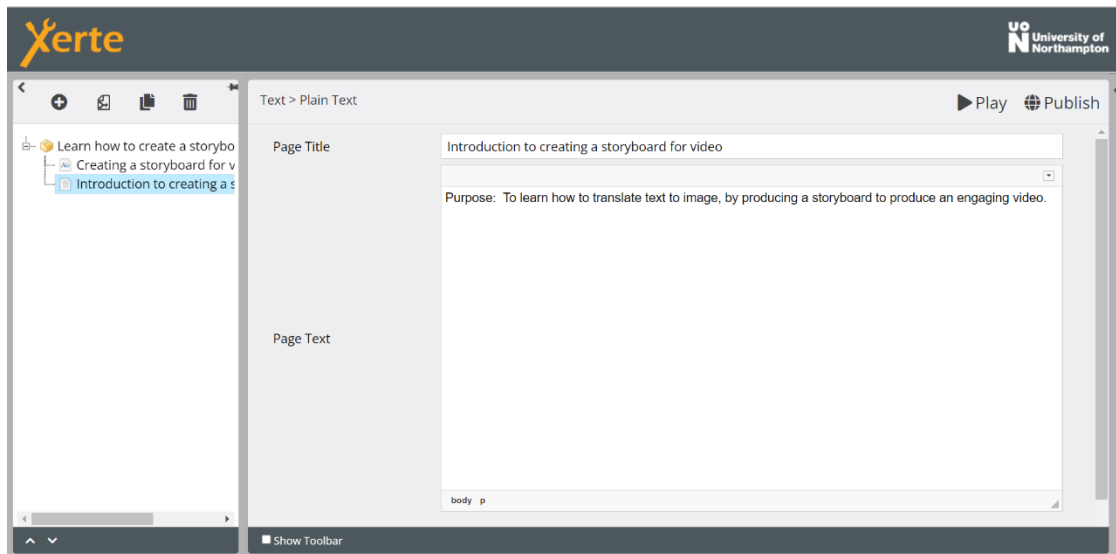
When previewing the Xerte after it has been uploaded in to NILE (Northampton Integrated Learning Environment) a message **may** appear on the screen which states: **Please note: SCORM mode is 'browse'**. See screenshot below.

The end-user (student) will **not** see the message when playing the Xerte. If you exported the Xerte between **3 November to 19 November 2021**, you may see the message when you as the creator play the Xerte in NILE in 'Student Preview' (BB Original) or 'Participant Preview' (ULTRA) mode. The feature, introduced with the installation of Xerte V3.10 in November 2021, has been removed.

Exported Xerte projects after 19 November should not show the message on NILE. Please report to Learning Technologies if you do see this message when playing the Xerte on your site.



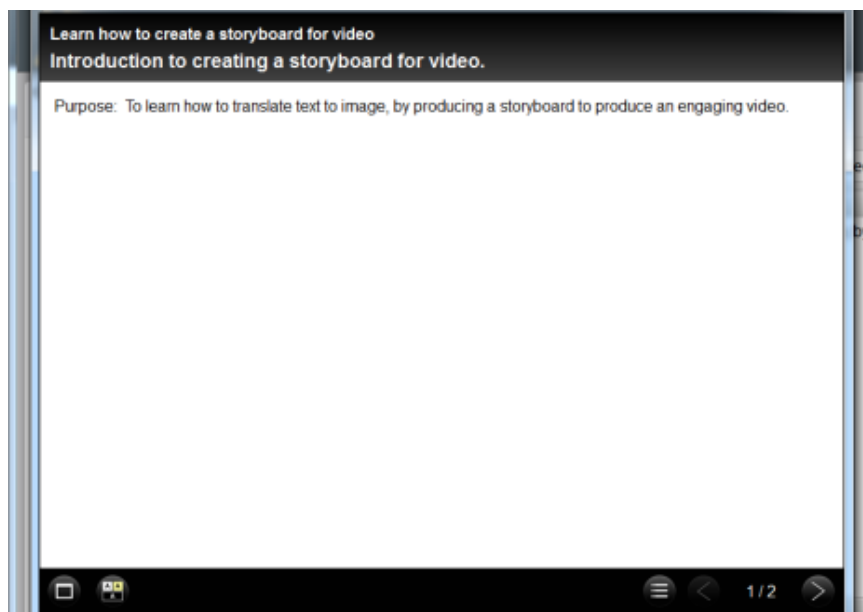
Text > Plain Text



Plain text page looks like this.



Tip: Use this page type for your first introductory page.

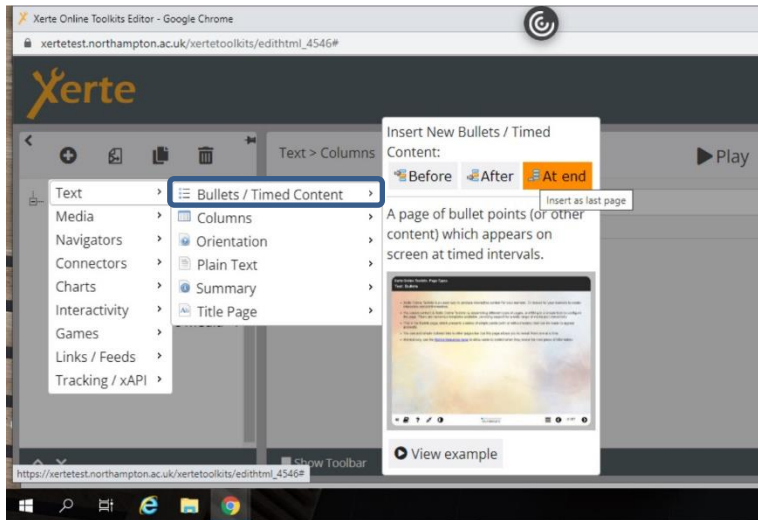


Click on **Publish** to save and **Play** to give a preview of how the e-learning will look.

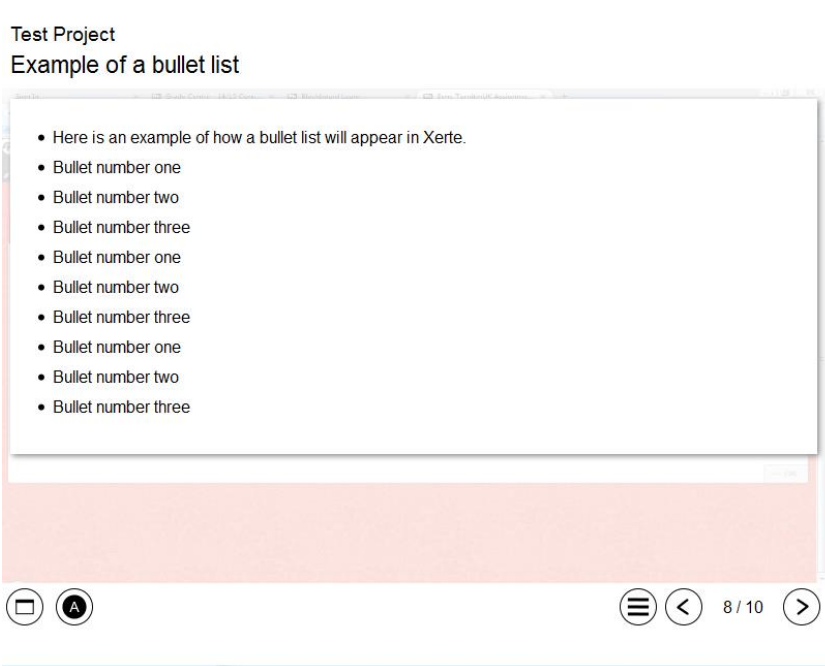
Text > Bullets / Timed Content template

The bullets appear regardless of whether you entered them or not. If you use this template, don't then add the bullets manually.

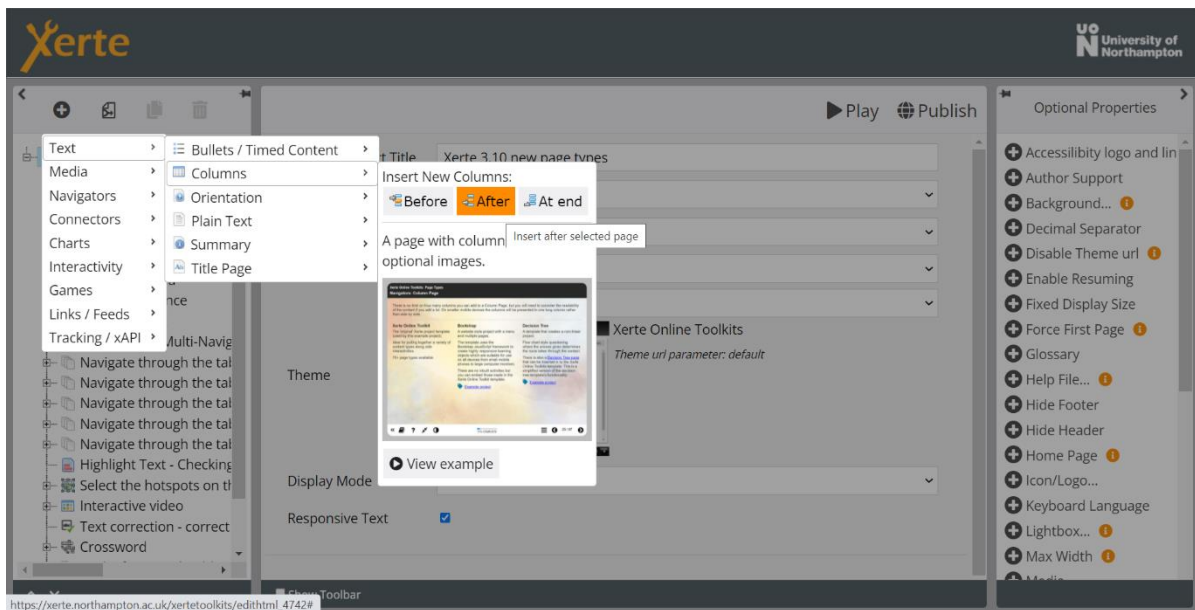
Note: Use the text box to add Bullets unless you want the bullets to be revealed on the screen automatically.



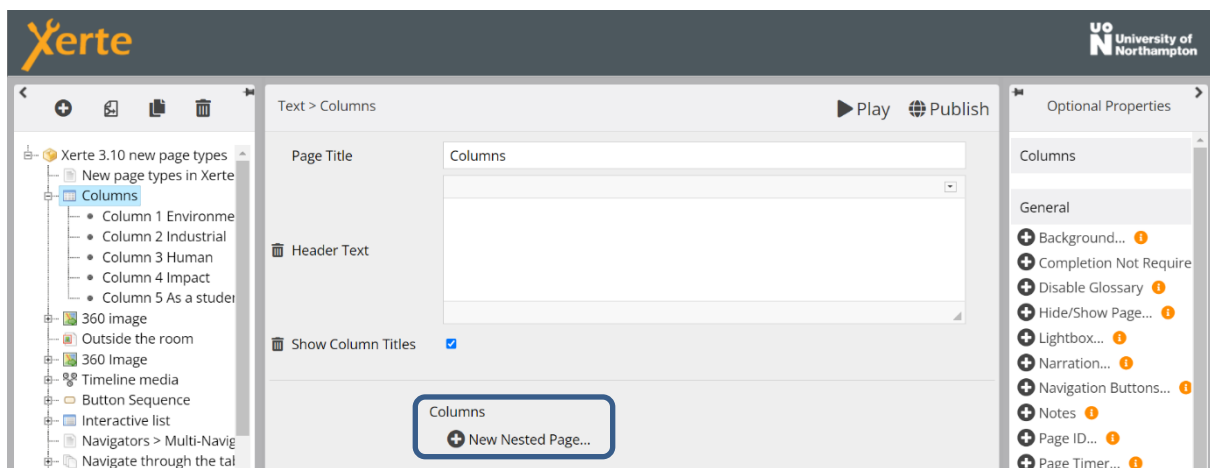
The bullet list reveals each bullet item separately.



Text > Columns



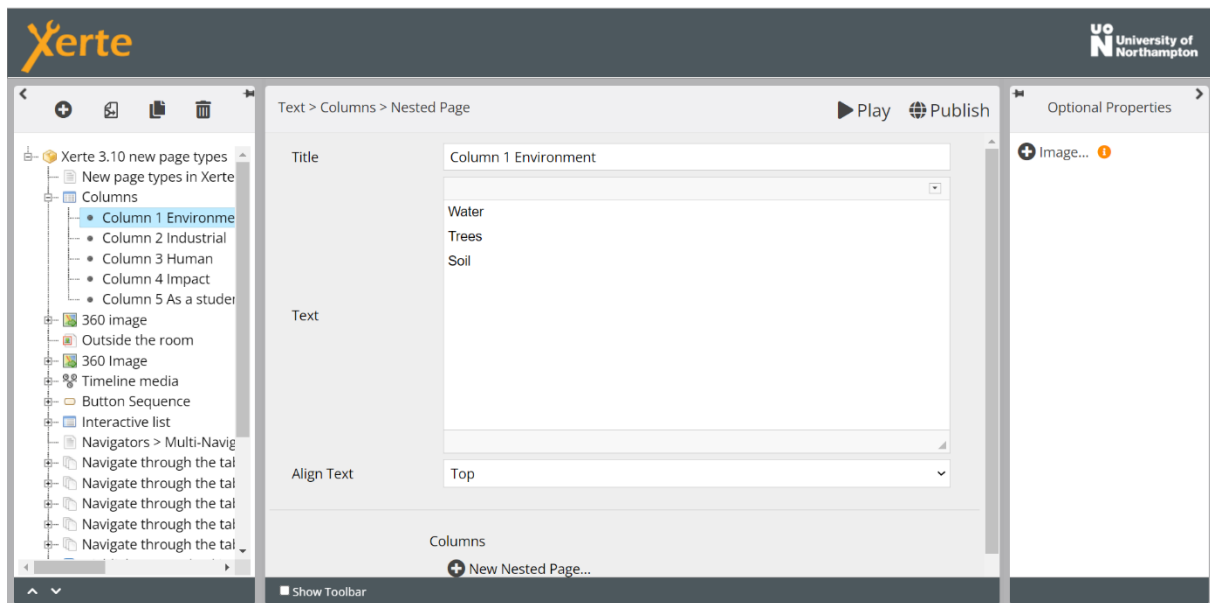
Screenshot of Text > Columns page template ready to edit



Key in the **Page Title** and **Header Text** (if required). If you would like to show the **column titles**, which is advisable, select that checkbox.

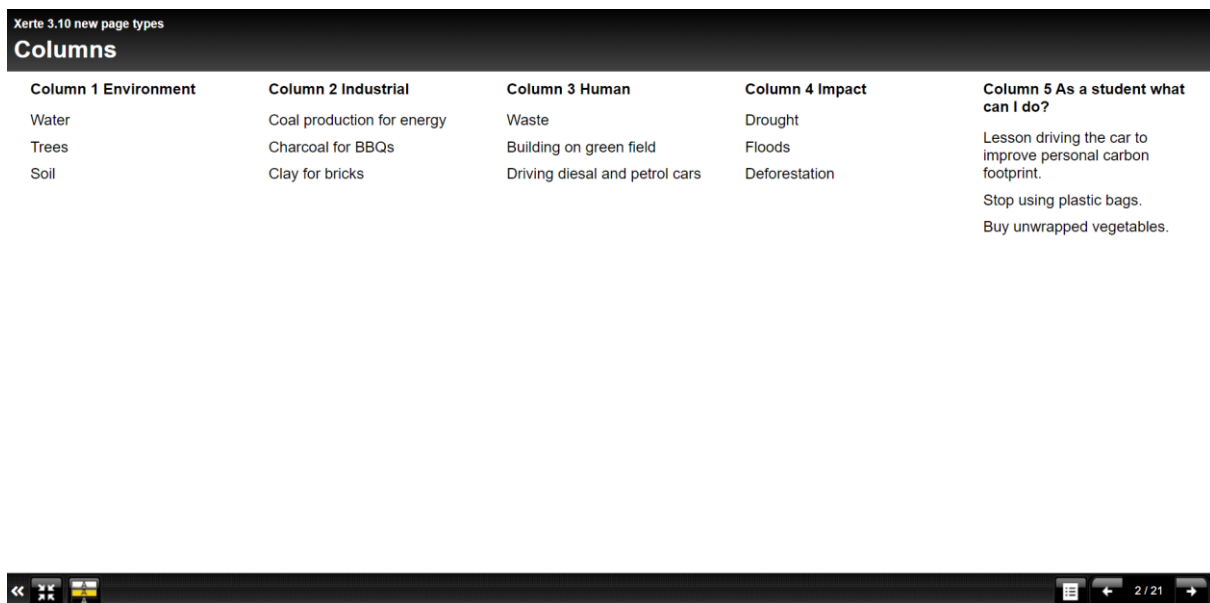
Select **+New Nested page...** to add the columns. In this example screenshot above there is 5 columns.

When **New Nested Page...** has been selected to add a column, the screen below will display.

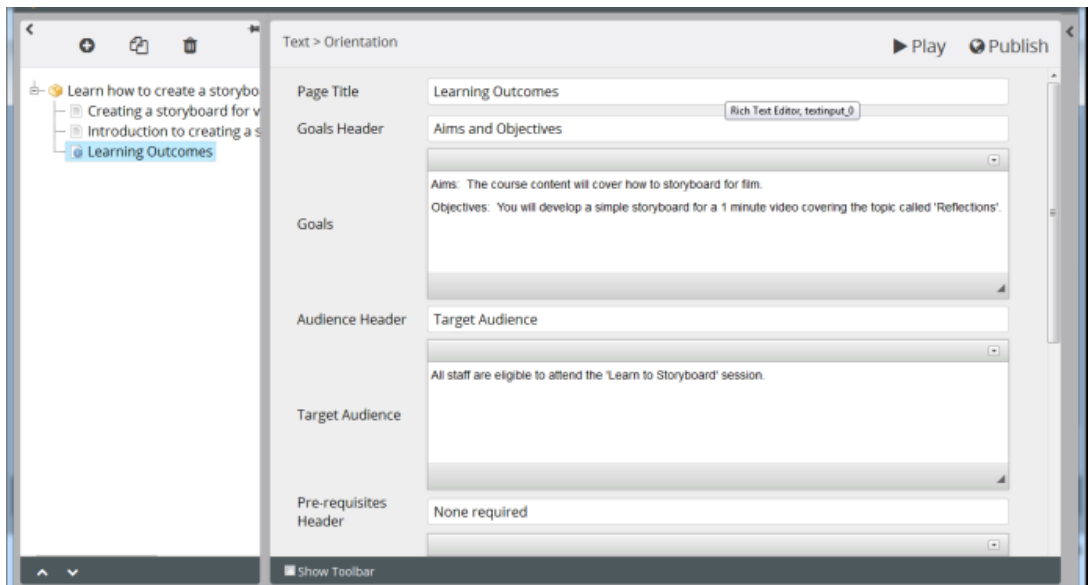


Key in a title and the text in to this page template. To add an image, select the **Optional Properties** called **+Image** on the right side of the screen and then upload the media image.

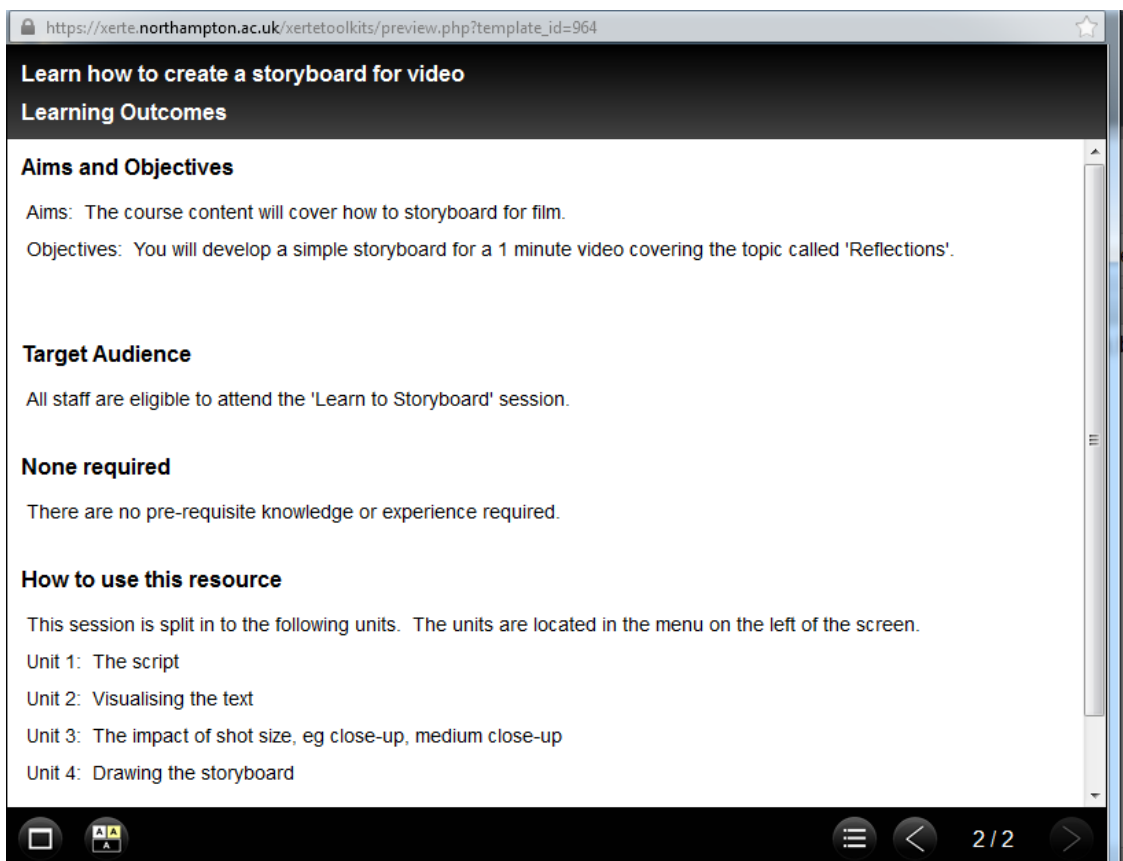
The columns page looks like this.



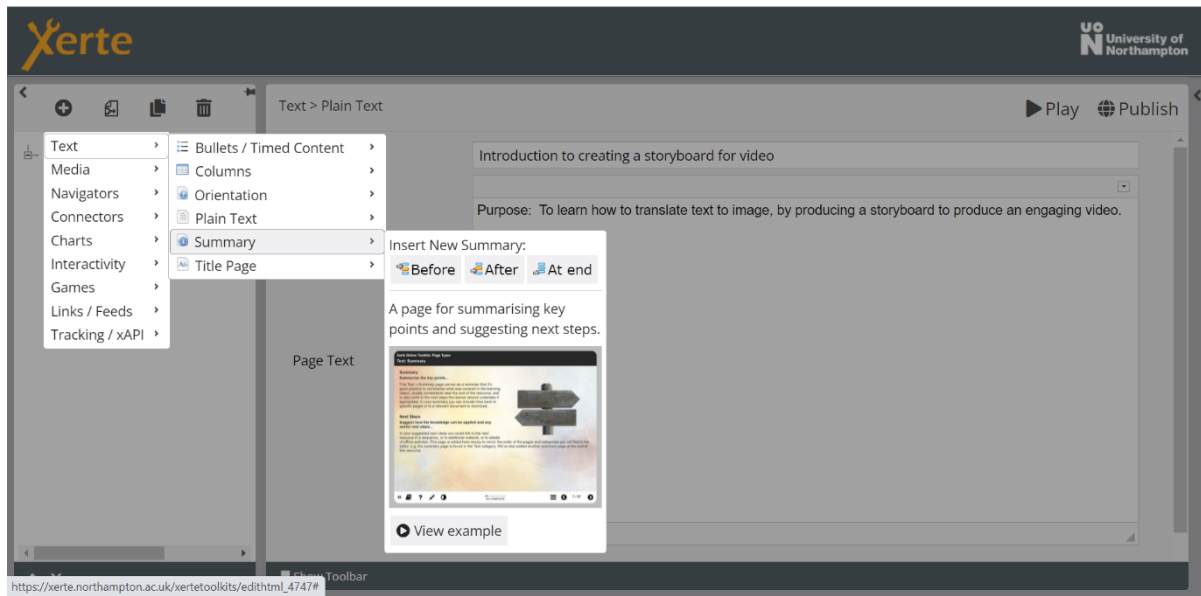
Text > Orientation



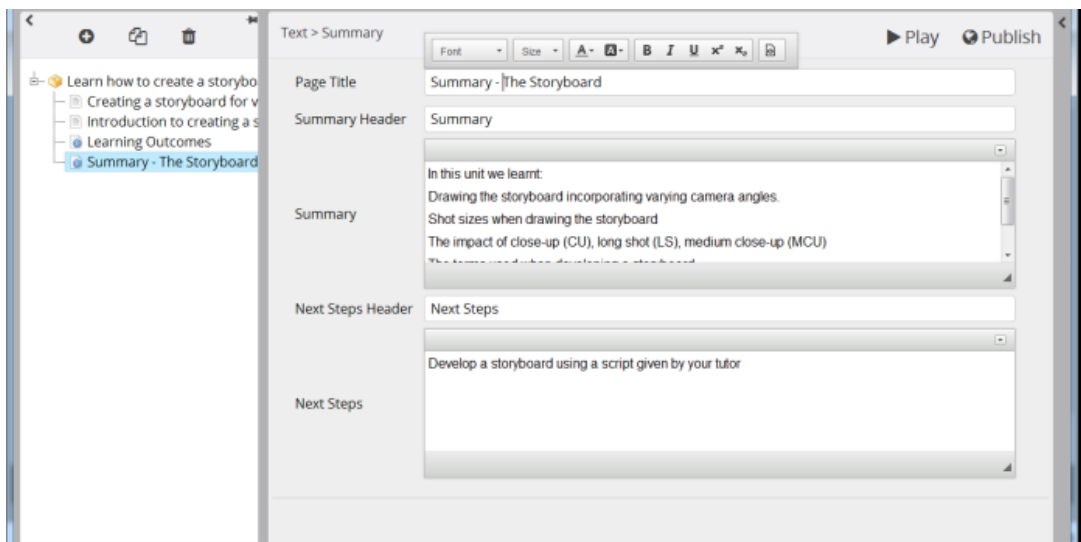
Orientation looks like this.



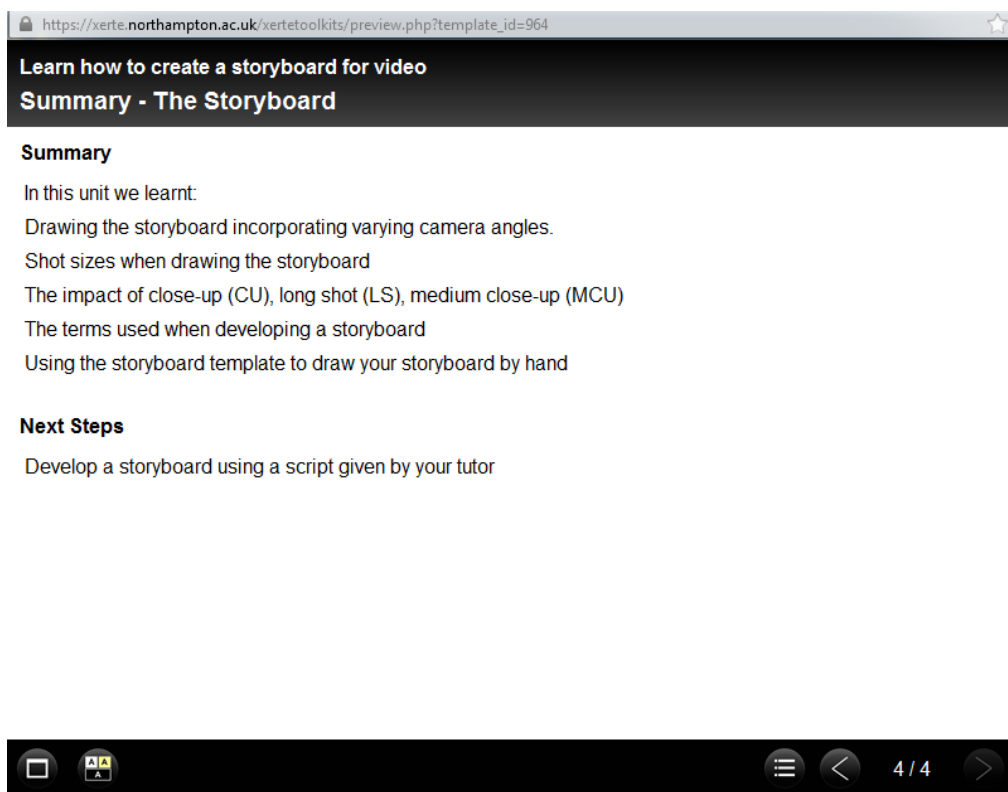
Text > Summary



Text > Summary

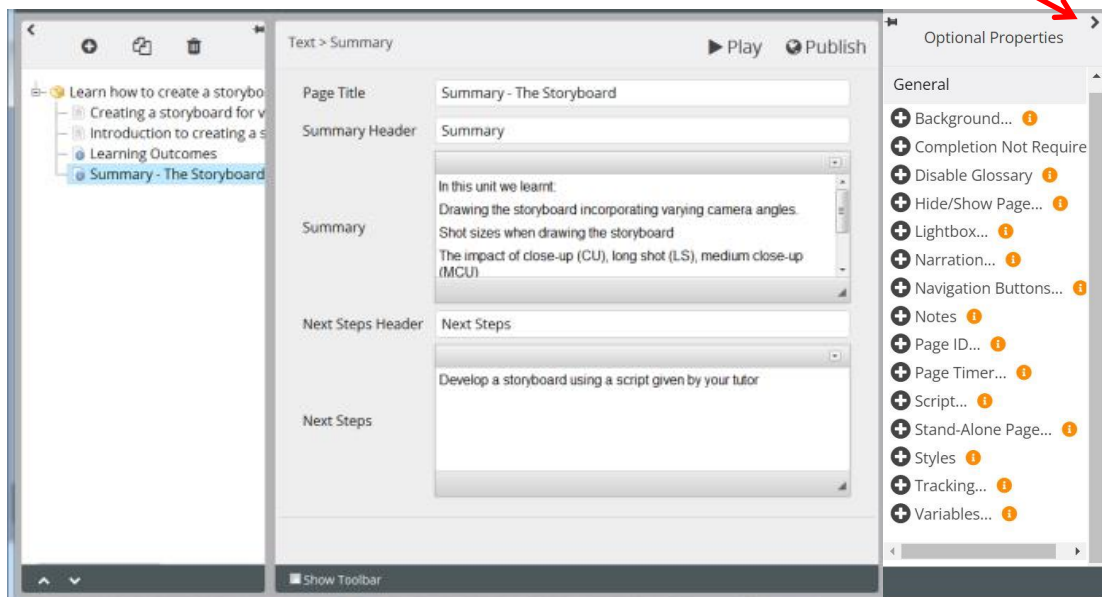


How the summary page looks



Additional tools are found on the right side of the screen in Optional Properties. See screenshot below.

Close the Optional Properties panel by clicking on the 'Close this pane' arrow.



Click on the plus sign to add these '**Optional Properties**' to your page.

The options are:

Background

Completion not required

Disable Glossary

Hide/Show Page

Lightbox

Narration

Navigation Buttons

Notes

Page ID

Page Timer

Script

Stand-Alone Page

Styles

Tracking

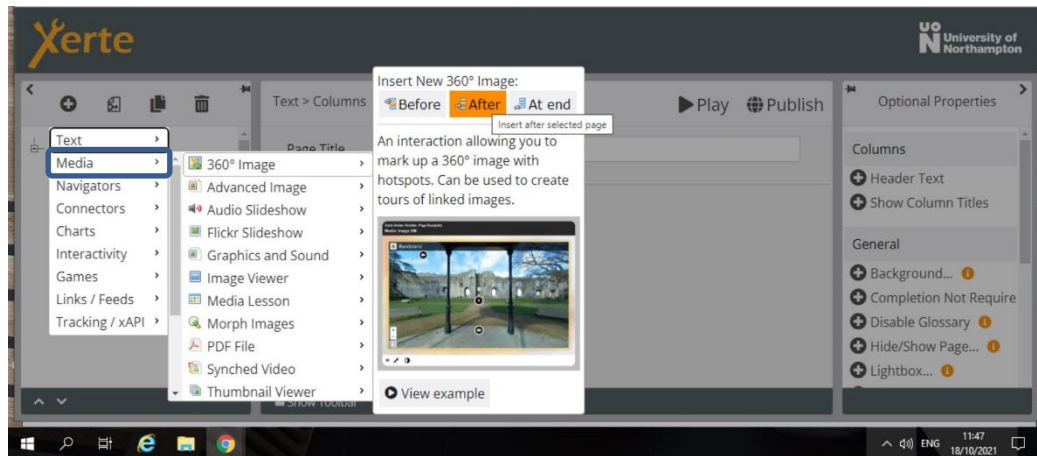
Variables

Navigation Buttons

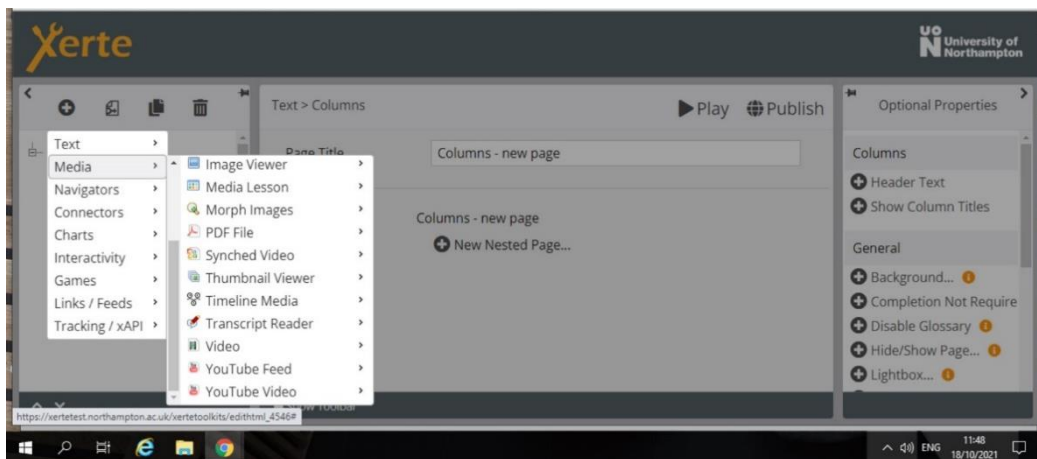
If added this will apply to this page.

Media

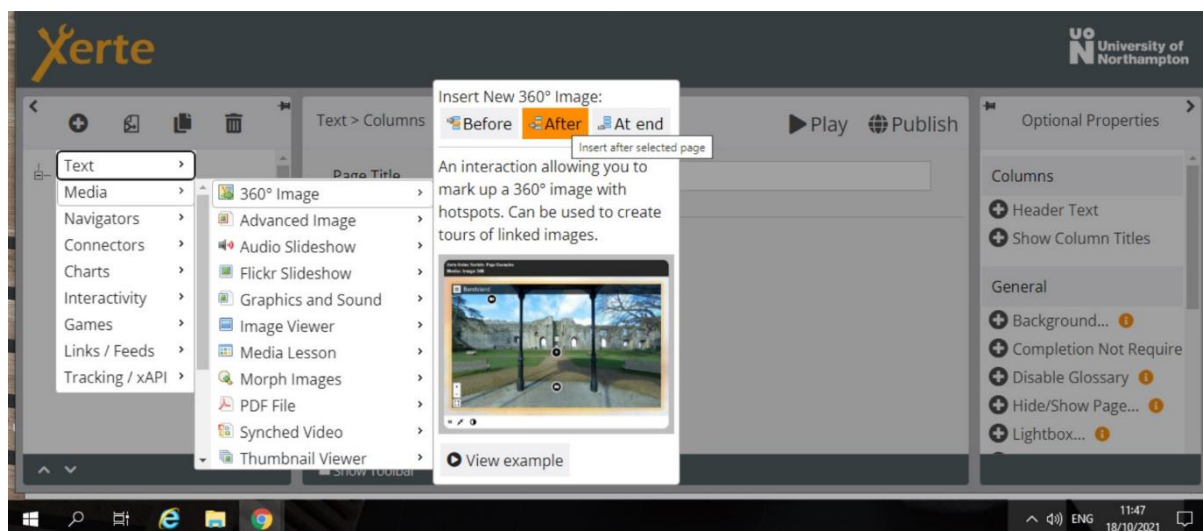
Media Page templates



There are 22-page types under the Media category. Scroll down the list to see all of them.



Media > 360° Image



Use panoramic images in this page template. You can use panoramic photographs that you take with your mobile phone. Ensure that you hold the mobile phone in a vertical (portrait) position.

You can open a new learning object within the image, eg fill the gap, drag and drop.



Tip: You will find copyright free panoramic images on the site:

<https://pixexid.com/search/360%20panorama>

See an example of a completed Xerte with 360 Image:

https://xerte.northampton.ac.uk/xertetoolkits/play_4769

Adding Scenes to 360-page type

Media > 360 Image > Add Scene(s) >

Scenes are photographs, each scene is a separate photograph or image.

Adding hotspots to 360-page type

Media > 360 Image page > 360 Image > Scene > New Hotspot

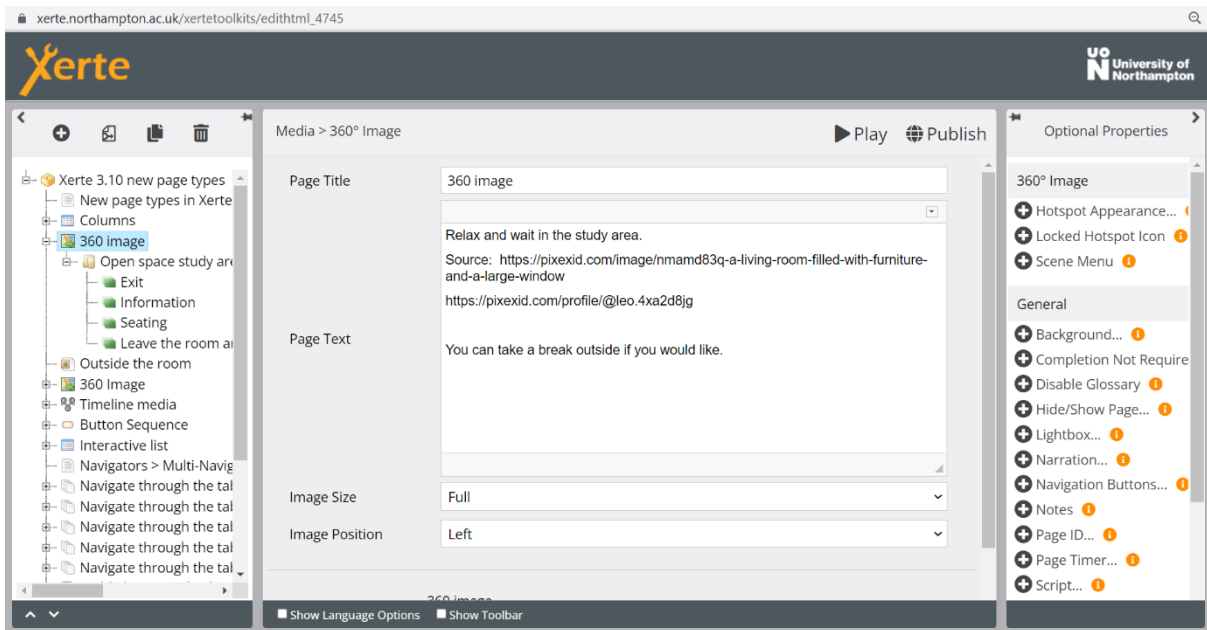
Add hotspots (you can specify where you want the hotspot to be on the photo on the screen).

Hotspots can be locked and unlocked, options to unlock include passwords or you can say they are locked until you visit another scene on that page or you have looked at some content on another hotspot. For example, link to a hotspot in a stand-alone page, where they had to do an activity, and in the feedback for that activity, it could be a password.

An Optional Property available is the Hotspot Appearance. Decide if you would like an icon or change colour to orange and size to point 20 for larger icon for example.

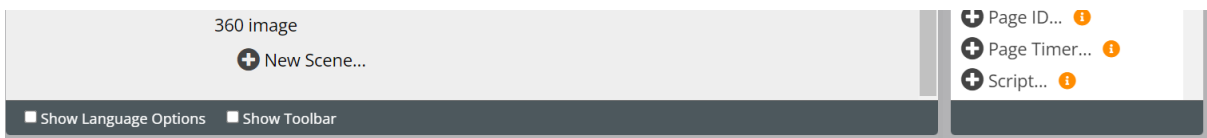
The end-user can use the mouse or the Tab key to jump between hotspots on the image.

Screenshots in this guide are showing how to add a 360-degree image and add elements to it, such as New Page, (to exit the page), text bubble descriptions, and interactive activities.

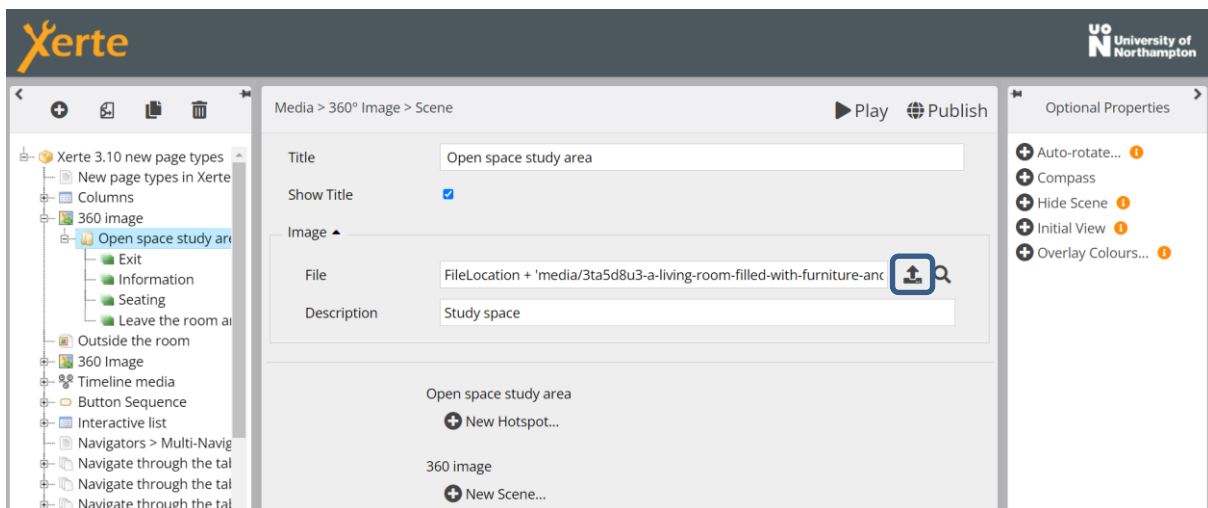


Screenshot of the Media 360 degree image edit window

Each Scene is a photograph. Upload your panoramic photograph in to the page.



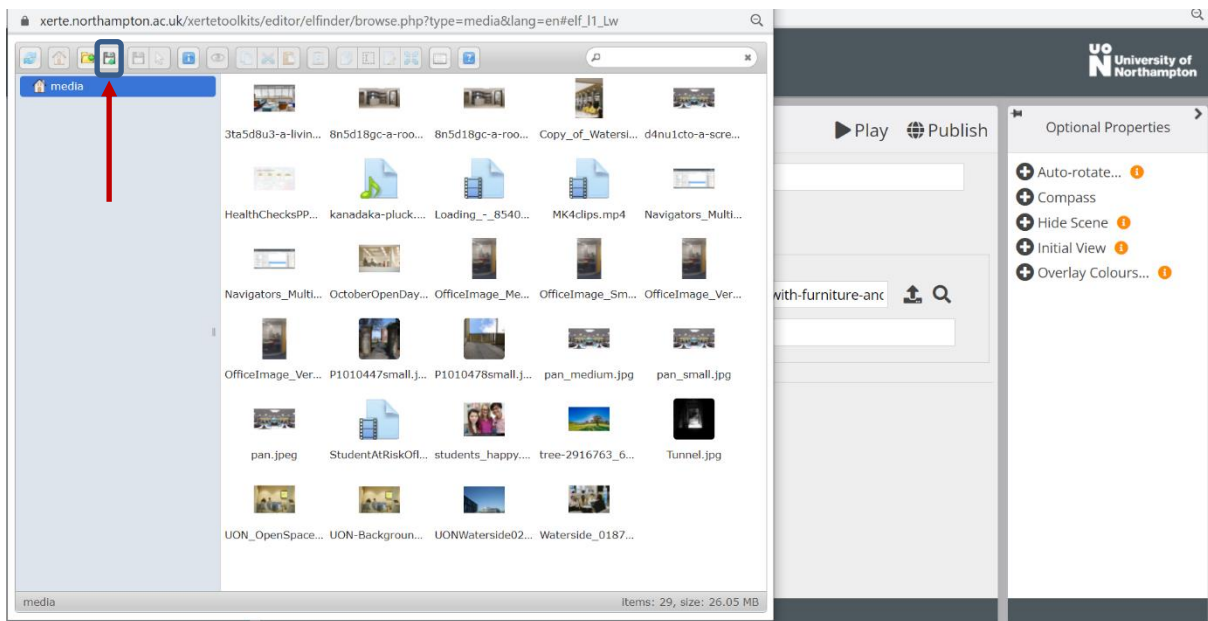
Screenshot of the New Scene option.



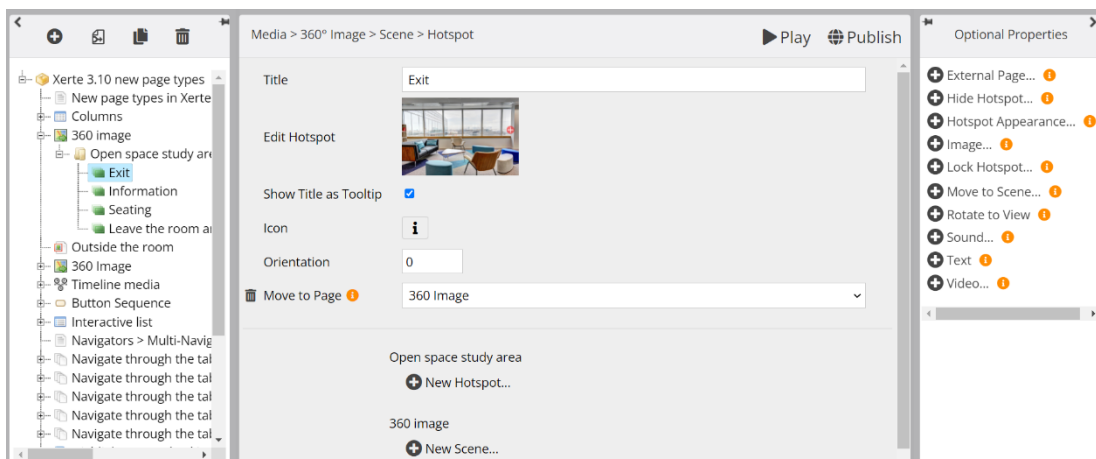
Screenshot of the media 360 image Scene where the Upload Media option is available

Select the Media upload icon where you will open the Media Repository area to then be able to browse for your photograph by selecting the fourth menu from the left (resembles a floppy disk).

The screenshot below displays the Media Repository area. Here you can browse for the panoramic image, using the forth menu from the left on the menu bar.



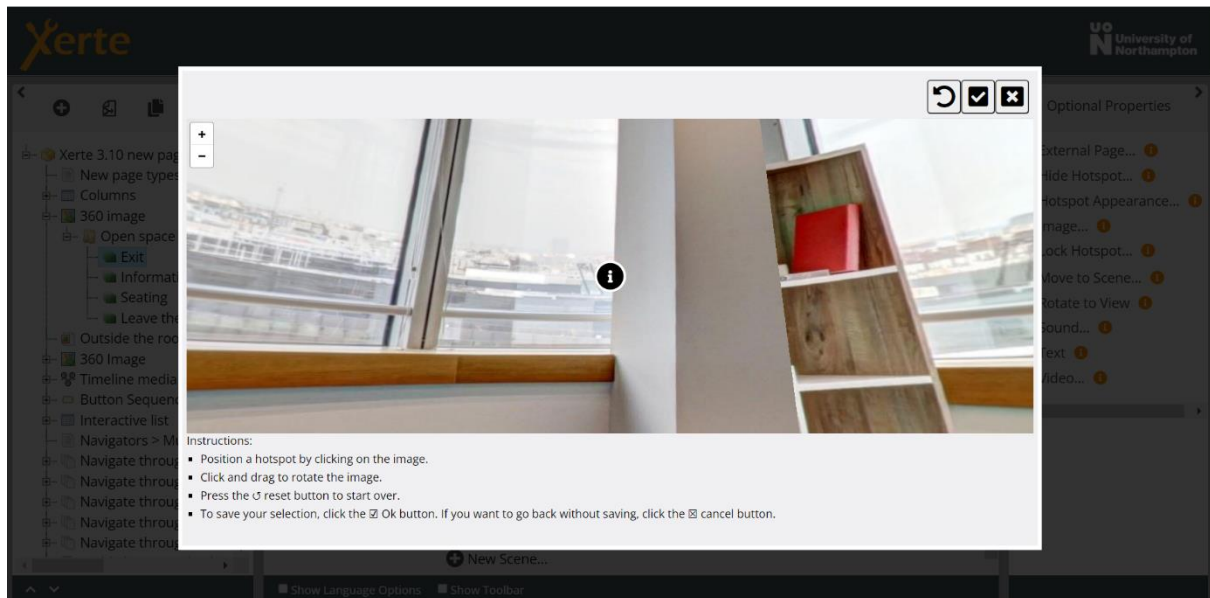
Screenshot of the Media Repository. Select the forth menu icon from the left on the top menu bar to browse for the panoramic photograph



Screenshot of the Hotspot editor window

The Hotspot is placed where the tooltip on the photograph is displayed.

Select the image to click and position that tooltip.



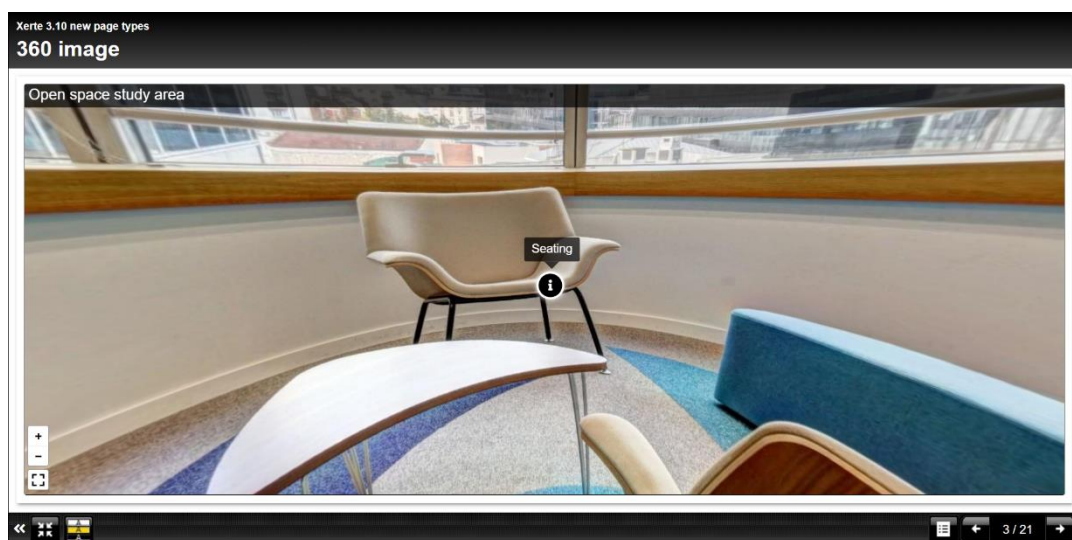
When the hotspot icon is positioned in the correct place select the tick icon located top right of the screen.

Optional Properties for 360 image

The tooltip on the screen will have a type of action associated with it when the end-user selects that tooltip, eg, new page, video, audio etc.

Optional Properties located on the right of the Xerte screen provides the following actions: External Page, Hide hotspot, Hotspot appearance, Image, Lock hotspot, Move to scene, Rotate to view, Sound, Text and Video.

The screenshot below shows 360-degree photograph with text caption open in a new lightbox window on the screen.

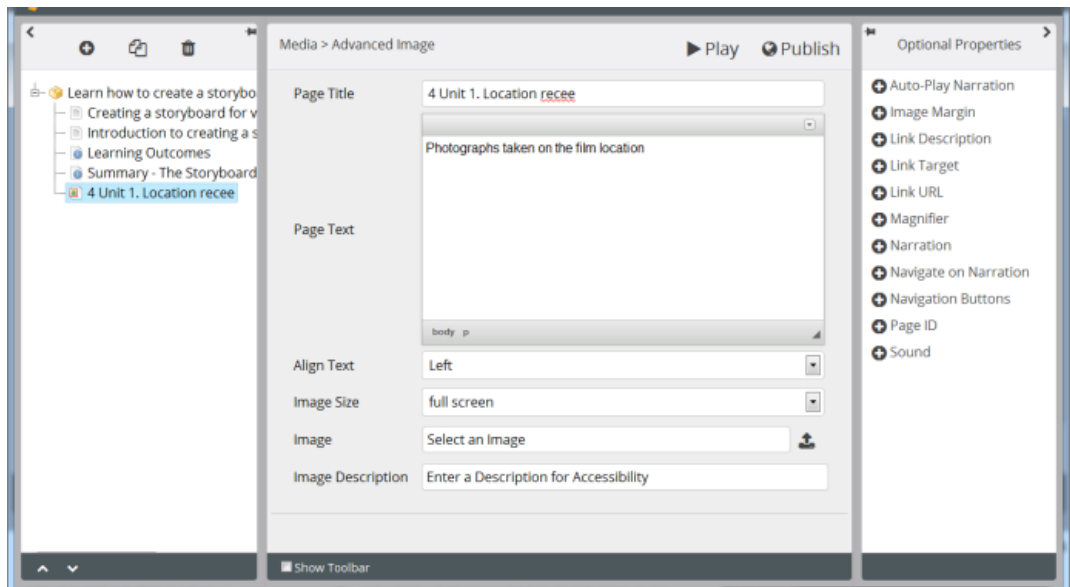


Notes page

Media > Advanced Image

Use Full Screen option (800 x 600 Image size to fill the screen)

Enter your title, text and alignment choice. Click on the 'Select an Image' icon and upload your image into Media Browser.



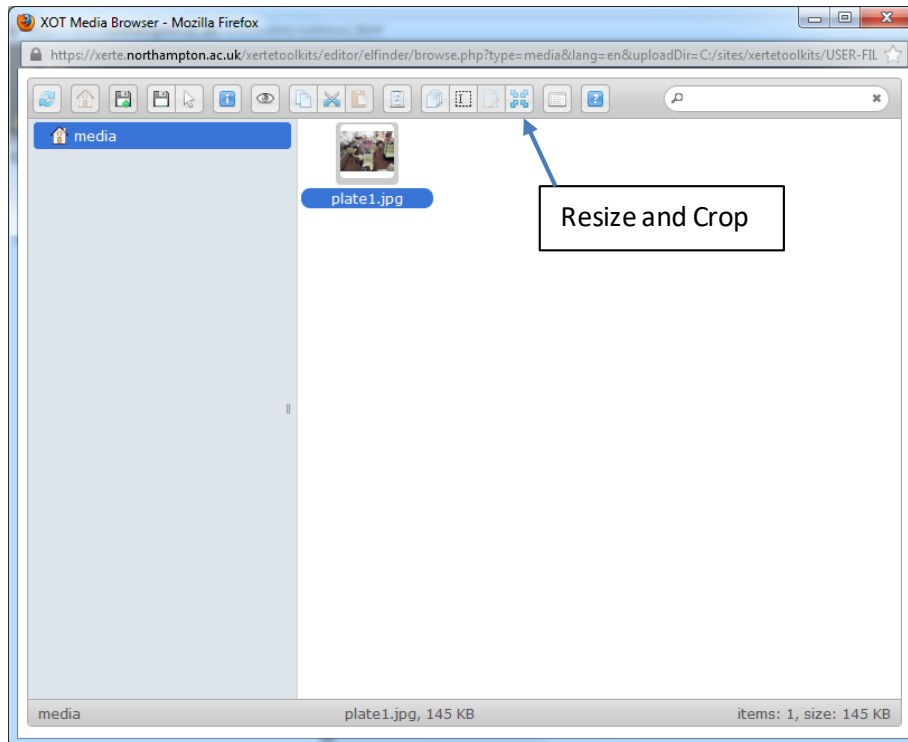
Tip: Resize the images using Paint (see separate guide) to about 350 x 233 pixels before uploading to Xerte. Largest width about 512 pixels. For existing media in Xerte, use the Resize and Crop tool found on the Media Repository toolbar, to reduce the size of the image.

Be aware of copyright. Use your own image or find an image which is copyright free (use images with Creative Commons Licence) or gain permissions. Click on the link to find out more.

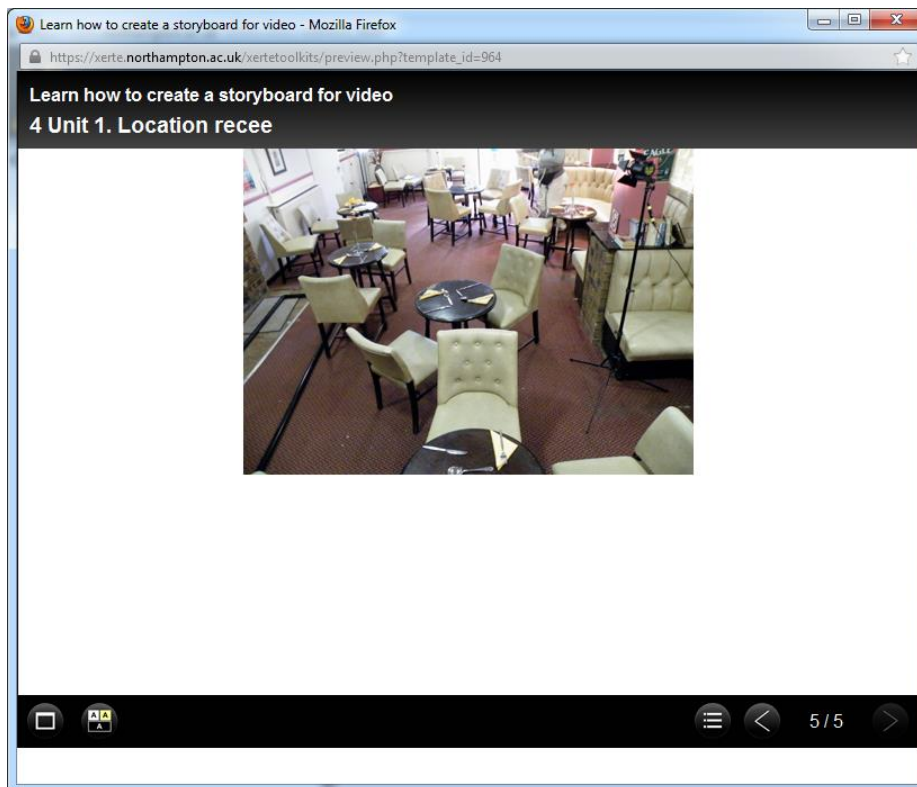
<http://blogs.northampton.ac.uk/learntech/2015/06/05/copyright-online-publishing/>

Image size – select Full screen

Enter a description and PUBLISH. Then PLAY to preview your page.



Using Full Screen will mean that the image will fill your screen and you will lose the text.



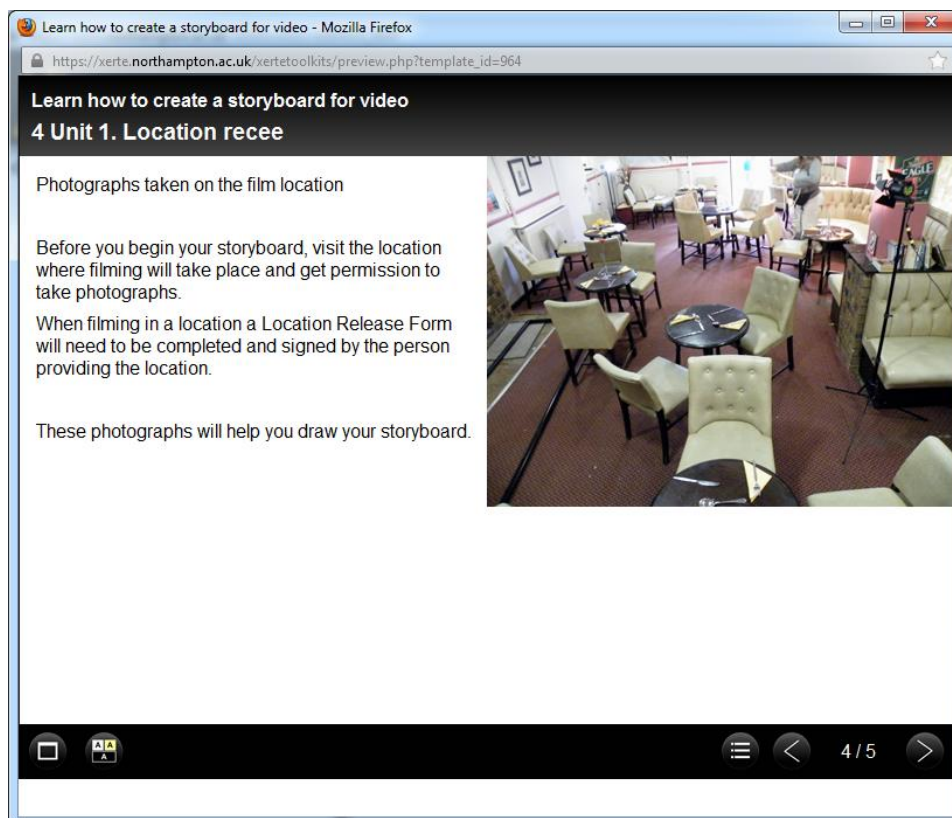
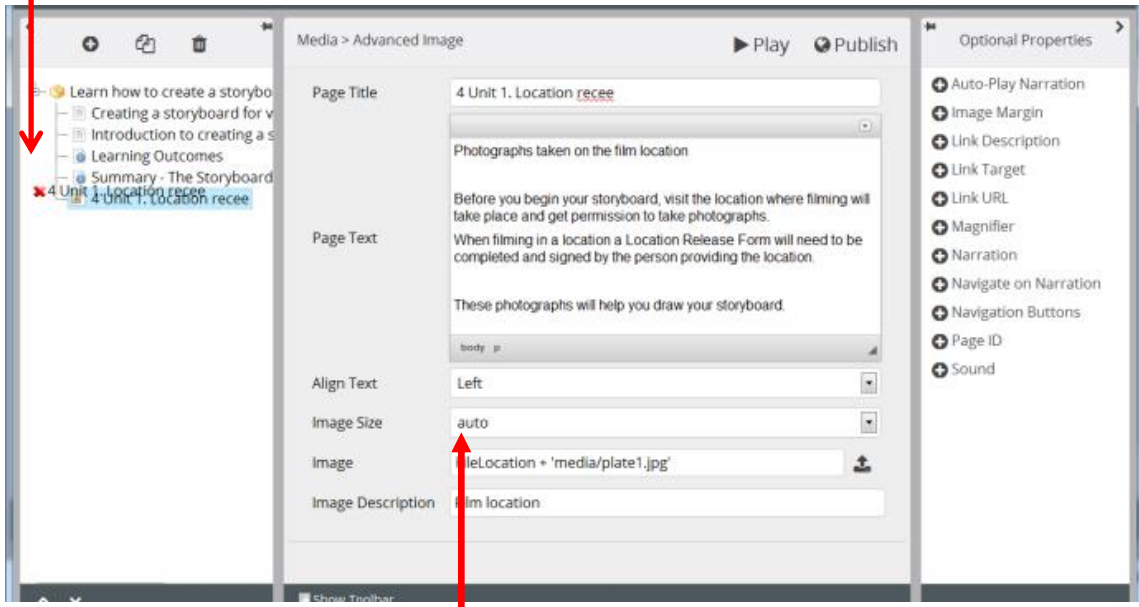
Notes page

Moving pages

Use the mouse pointer to drag the pages up and down to change your sequence.

Below, the media page is being moved above the Summary page.

Choosing Auto for the image will show the text.



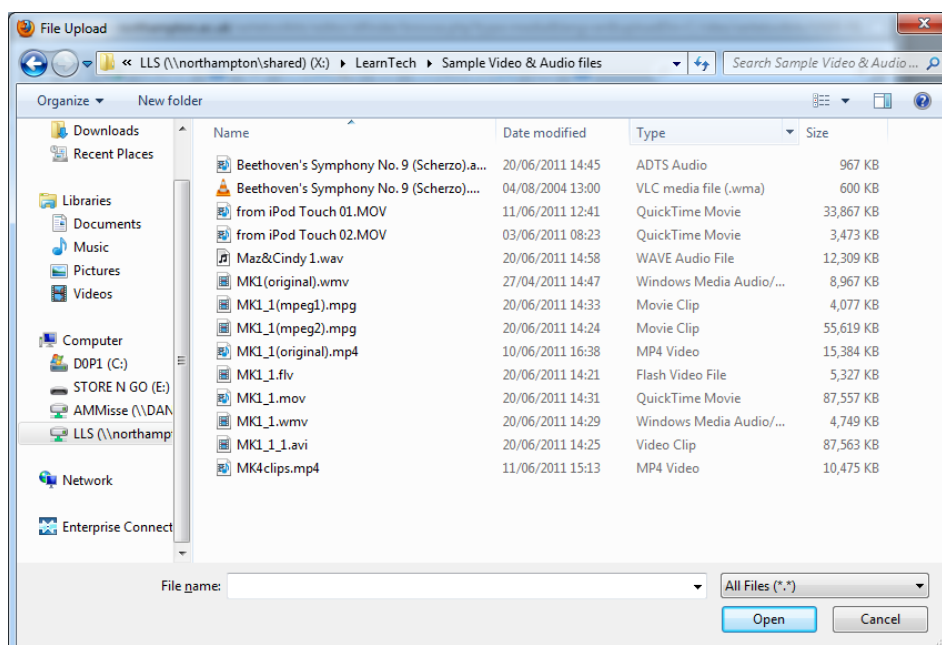
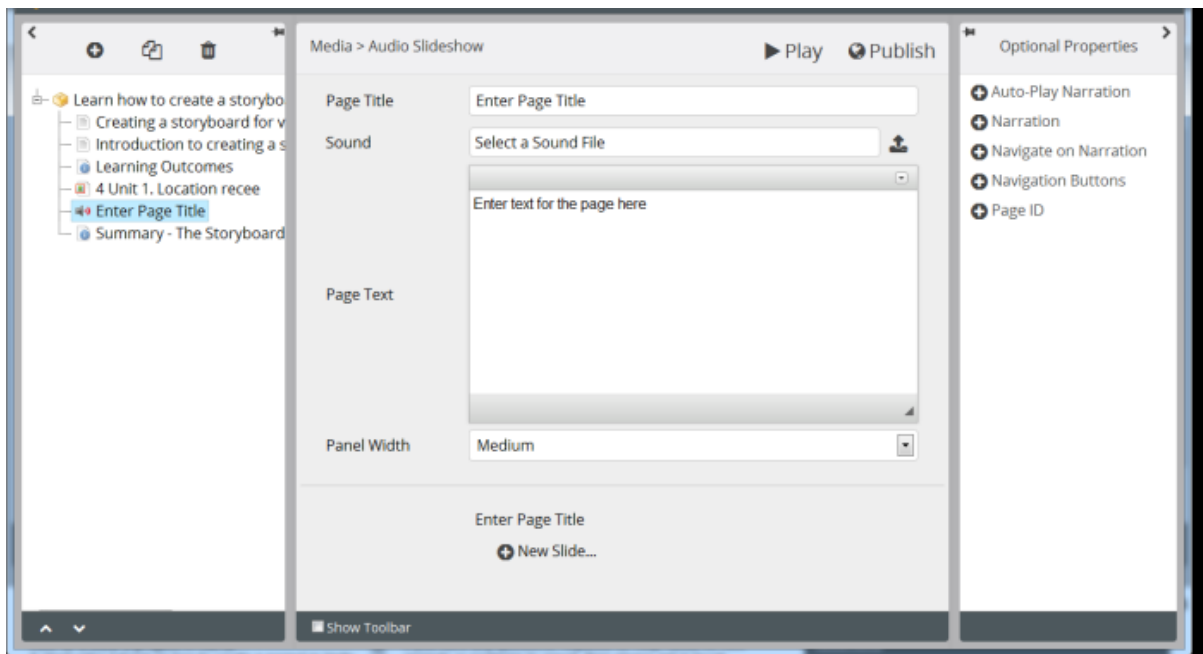
Title Labelling to match the menu numbering

Use your menu to determine the numbering of the page. The example on the previous page shows ‘4 Unit 1. Location recce’. This has been labelled to match the menu page number shown on the bottom right of the screen, which is 4/5.

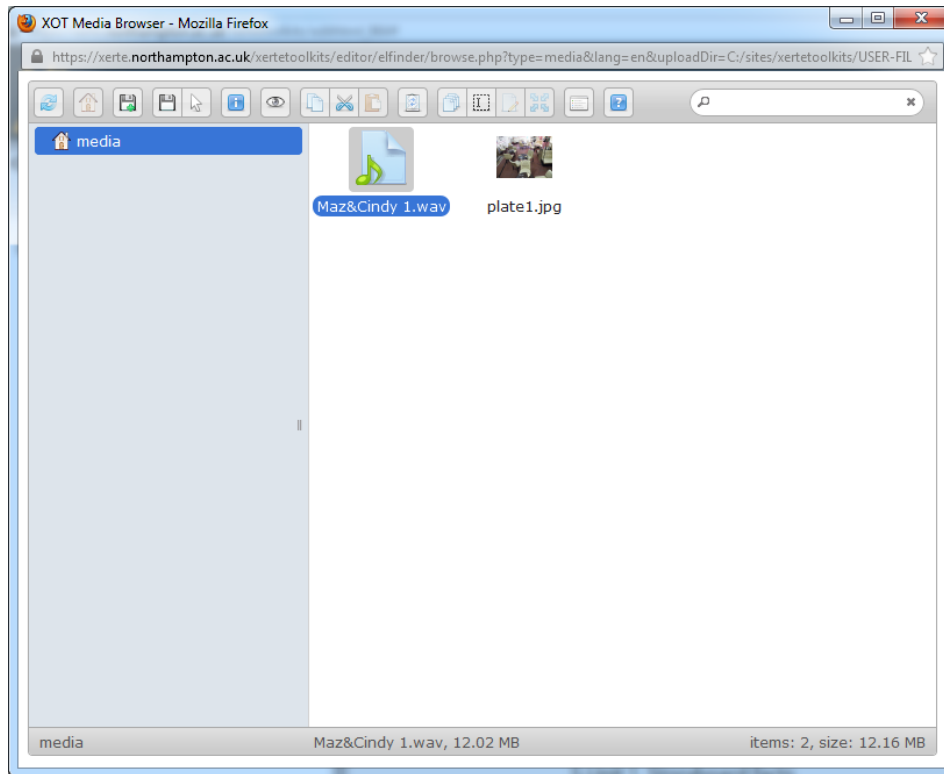
This will provide good navigation.

Media > Audio Slideshow

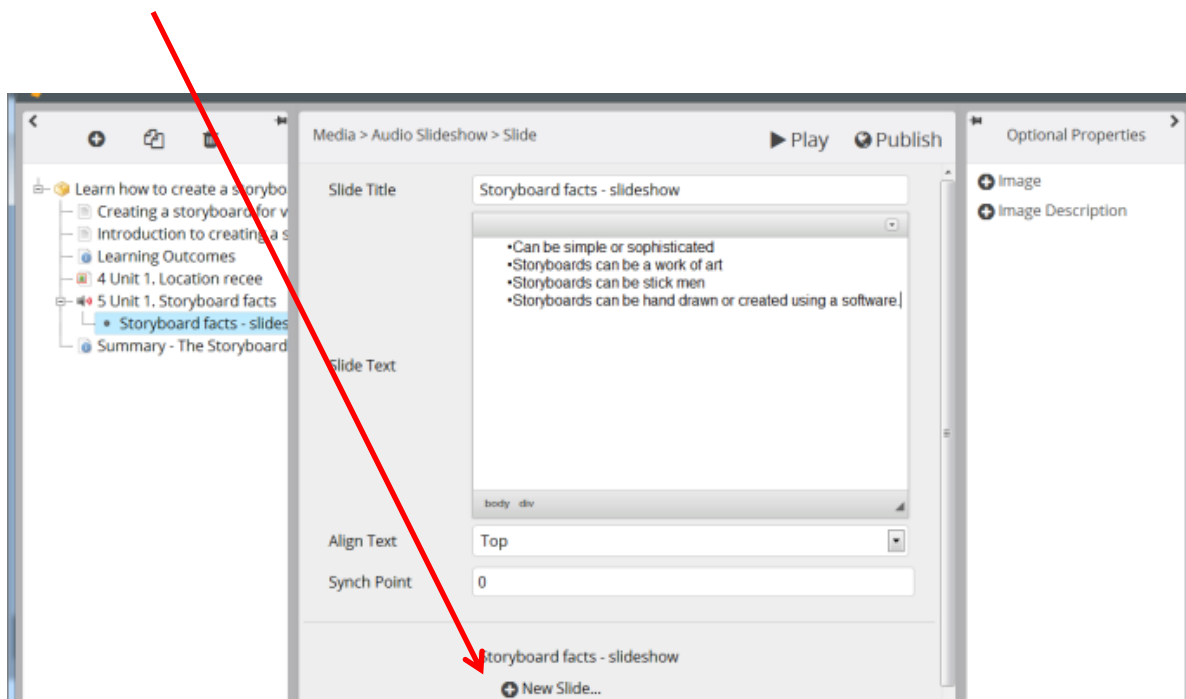
Select a Sound file by clicking on the icon. Be aware of copyright and get permissions if you need to.



The file will be in your Media repository.



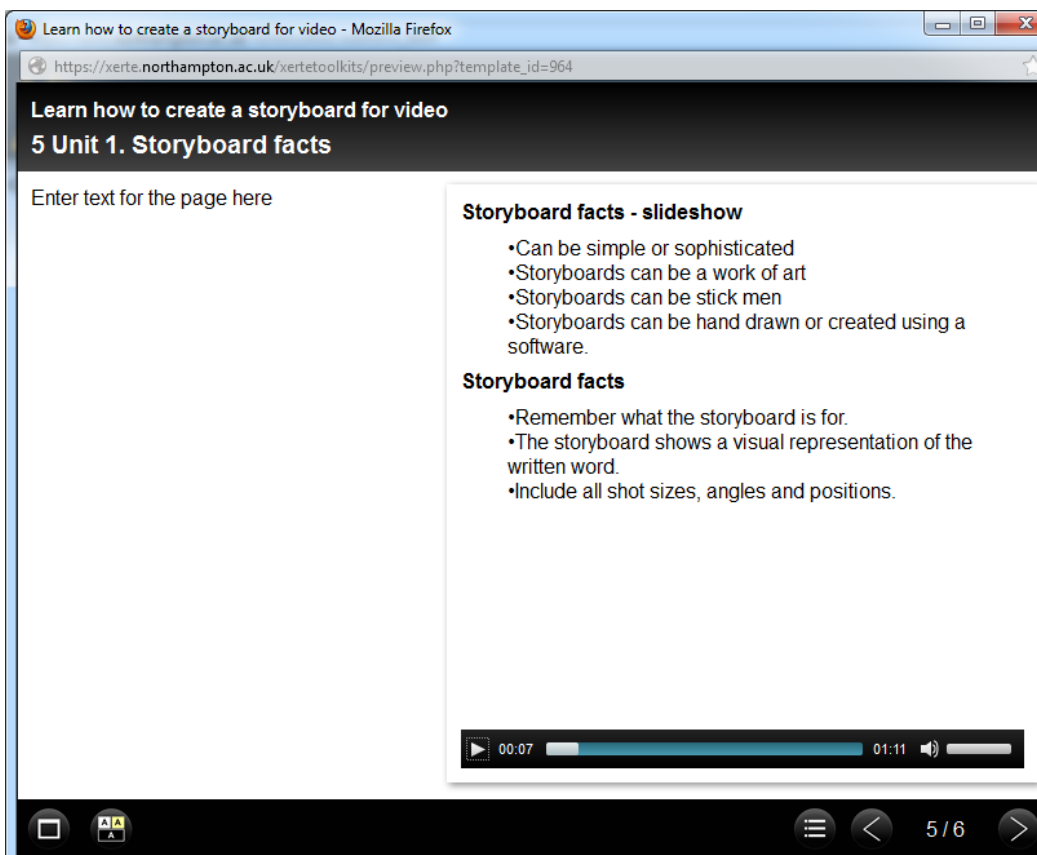
Click on New slide and you will be provided with a new dialogue box to enter your slide text.



Choose New Slide... to add a new slide. Note that this page will be a sub-page linked to the Unit.

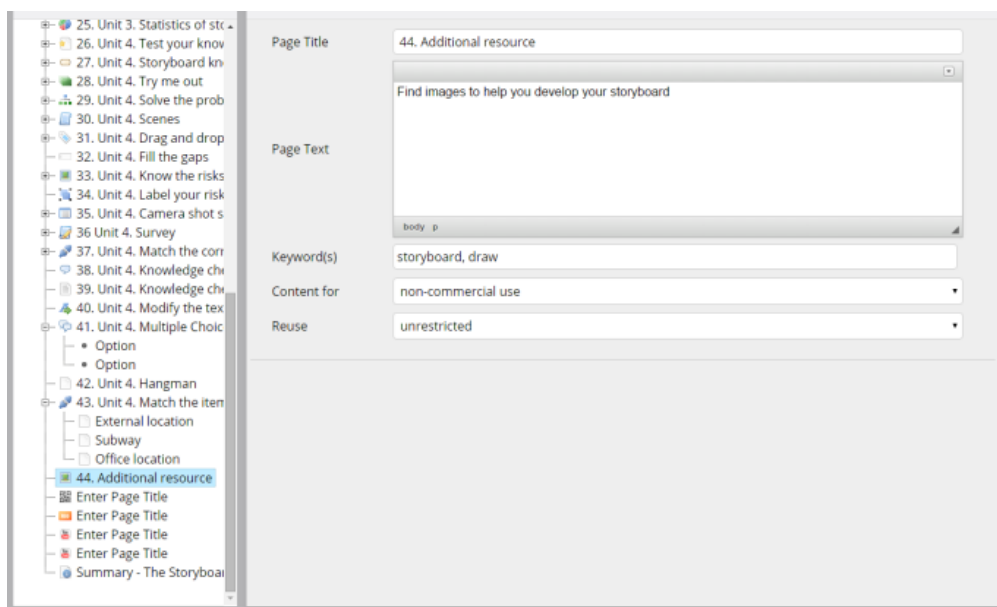
Click PUBLISH to save and PLAY to preview. The audio will run alongside the slide.

This is what the Audio Slideshow page looks like.

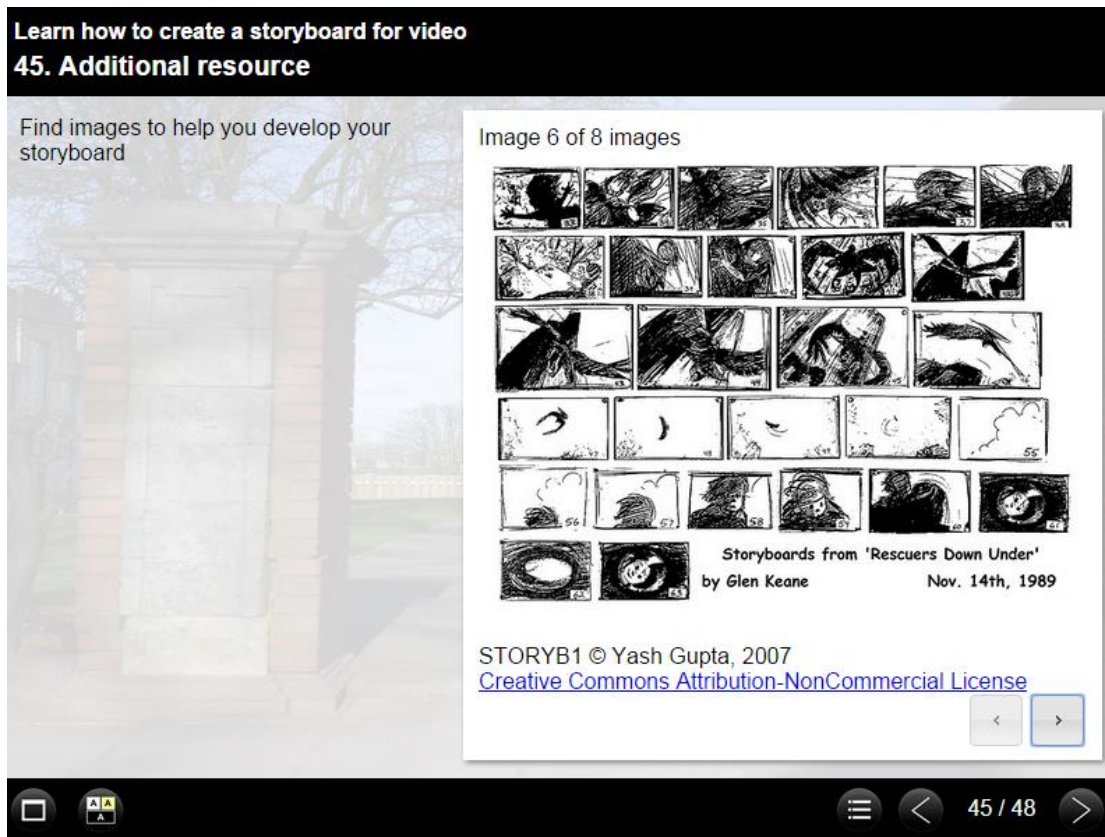


Media > Flickr Slideshow

Flickr Slideshow is very useful for showing actual examples. The images are fed through from Flickr. The search criteria is written in the template in Xerte.

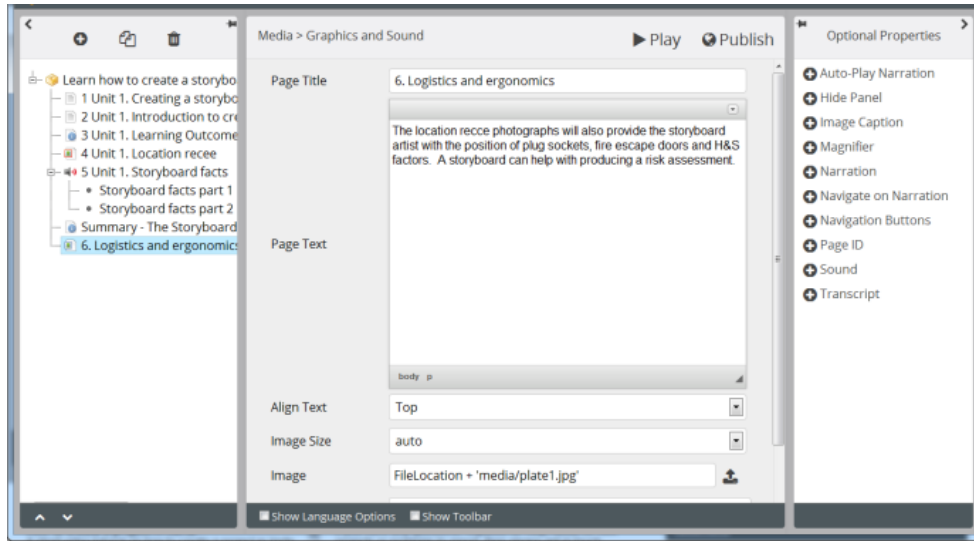


Screenshot of how the Flickr page looks.

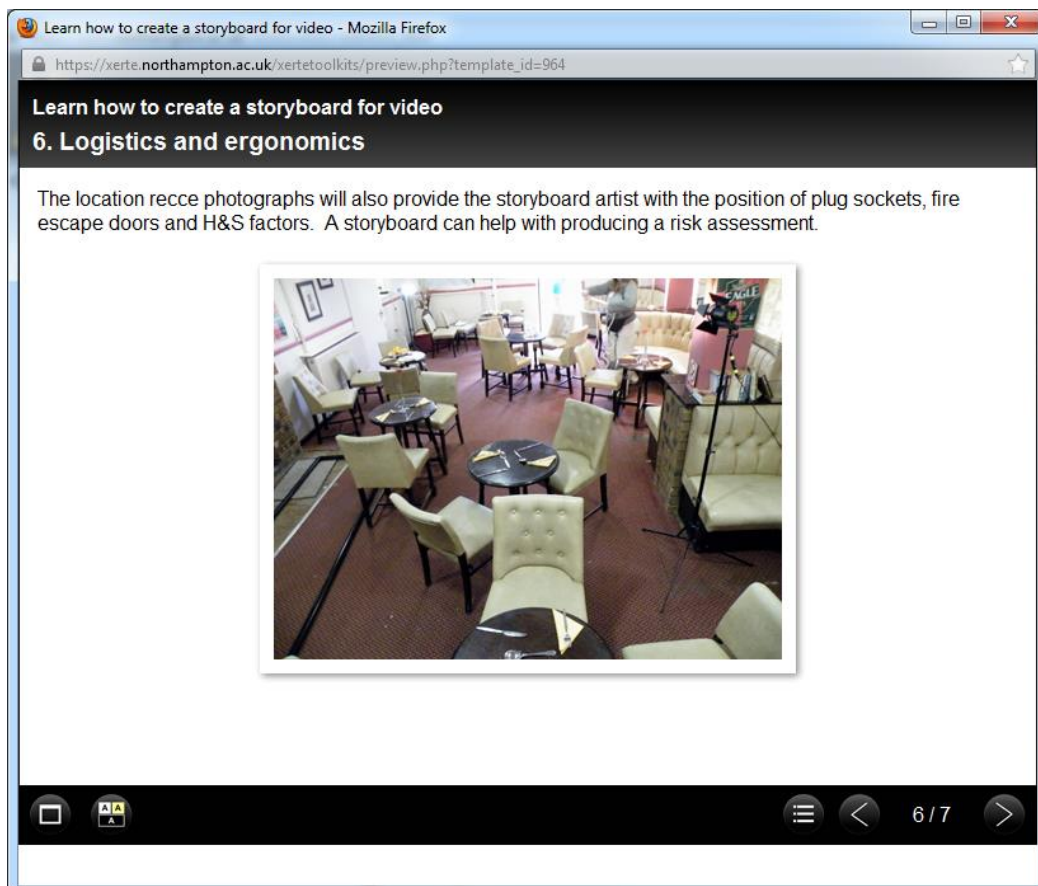


Media > Graphics and Sound

Remember to click on **Publish** to save the page and **Play** to preview. Move the page up above the Summary page by dragging it up.

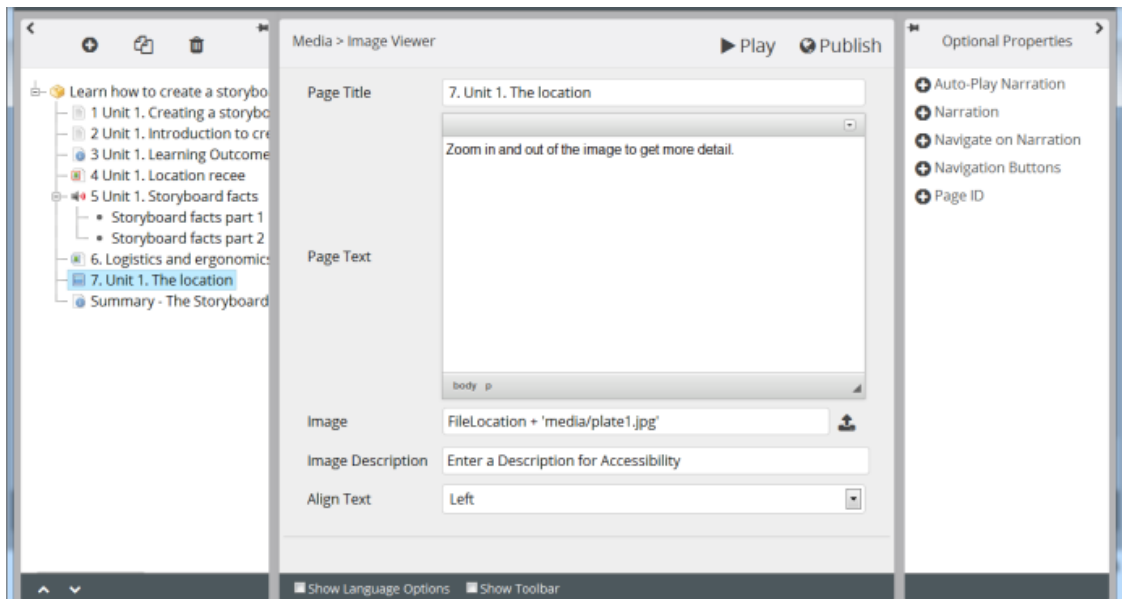


Preview

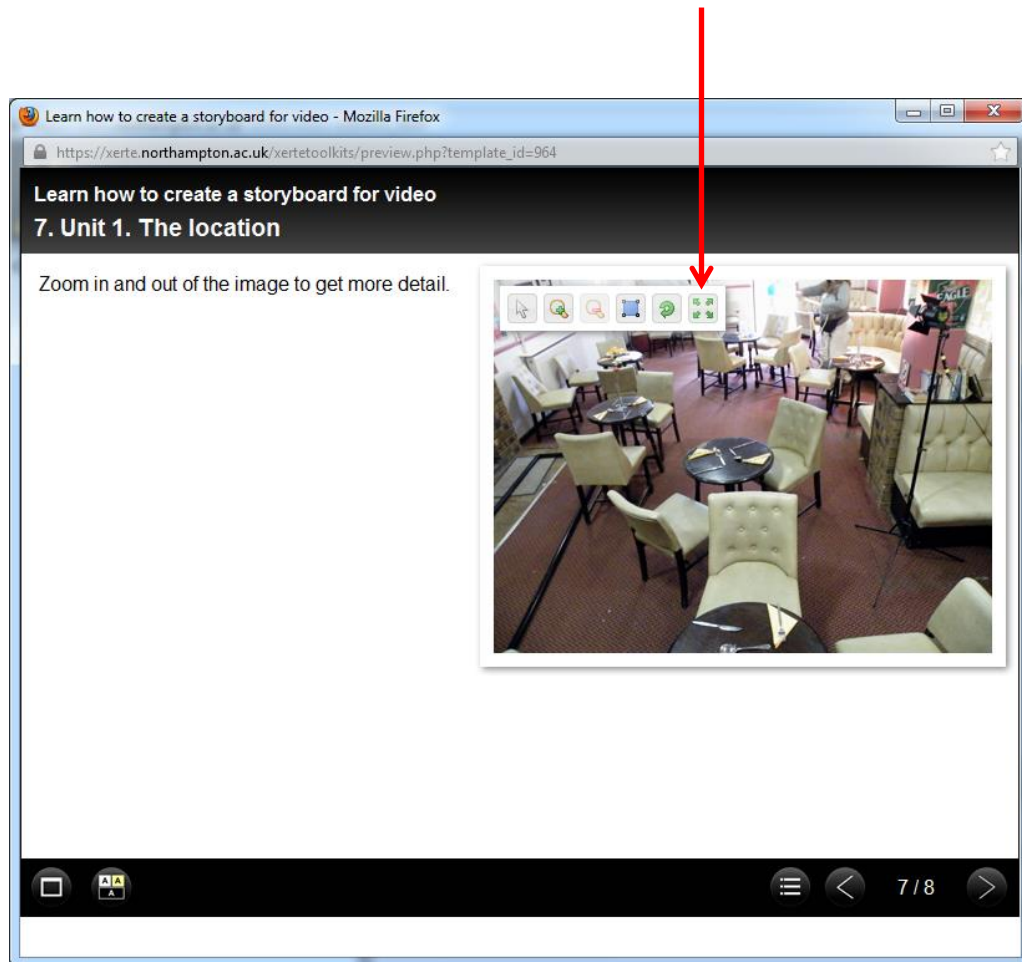


Media > Image Viewer

This option allows viewers to zoom in and out on an image and provides the controls to do this.



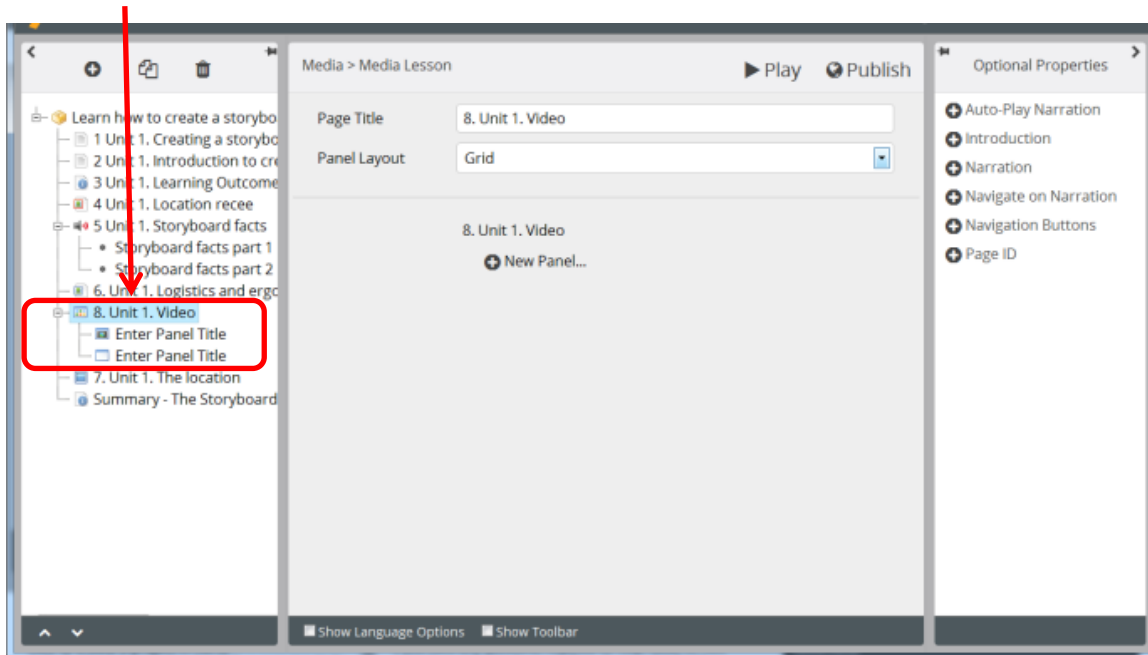
Zooming in and out of the image by using the controls, as shown below.



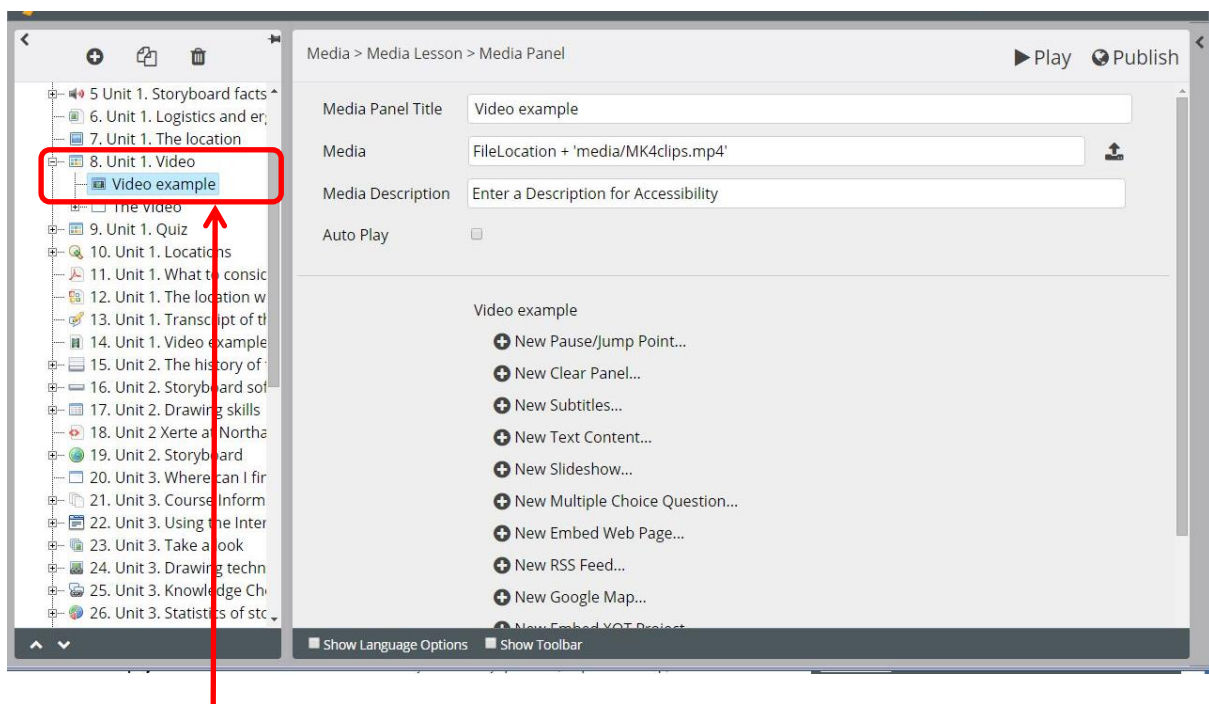
Media > Media Lesson

This template will use a variety of media including video to deliver the content. Two left menu panels will be provided as default. See the example screenshot below. The panel layout is Grid.

The Media panel cannot be deleted. The title 8. Unit 1. Video has been given to this Media Lesson.



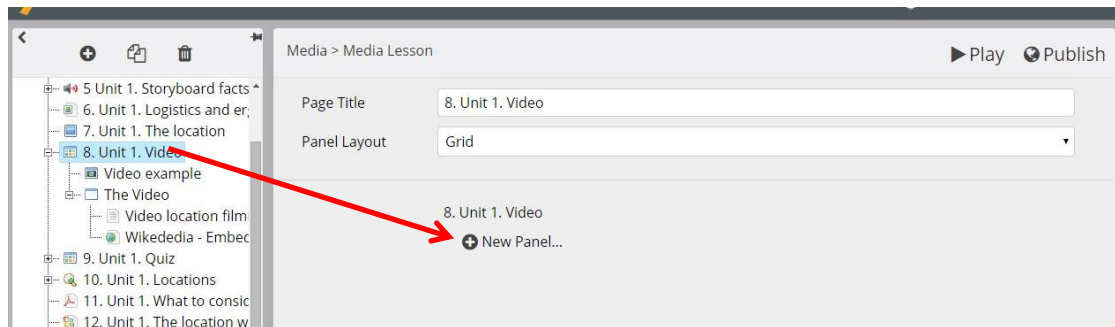
Click on 'Enter Panel Title' (the panel automatically provided under the title in the left menu).



In the example above the title text 'Video example' has been assigned to the Media Panel. Click on the Import Media icon to upload the video file. Then, click on the top level menu for this item in the left menu list (in this example it is called 8. Unit 1. Video) to add a new panel.

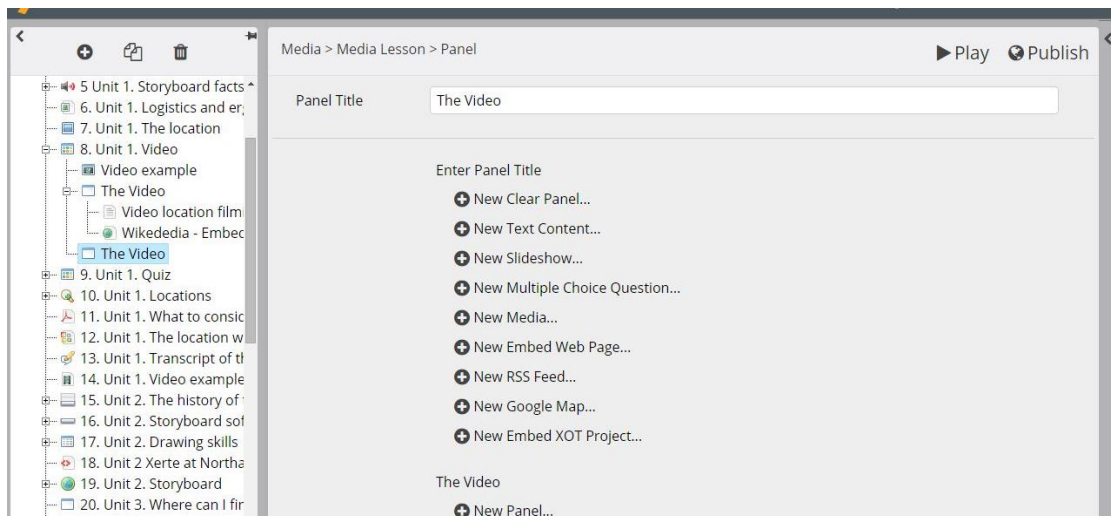


With the left menu item selected, click on New Panel in the template.

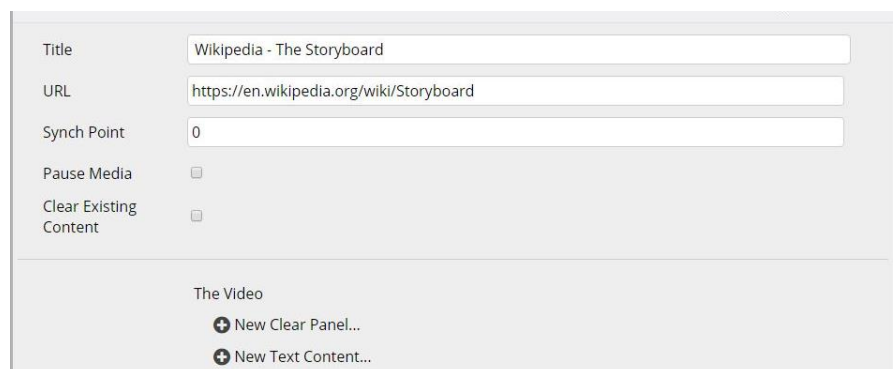


Enter a title, eg The Video.

Select the option you would like to use from the list, by clicking on the plus sign next to the option, eg New Embed Web Page...

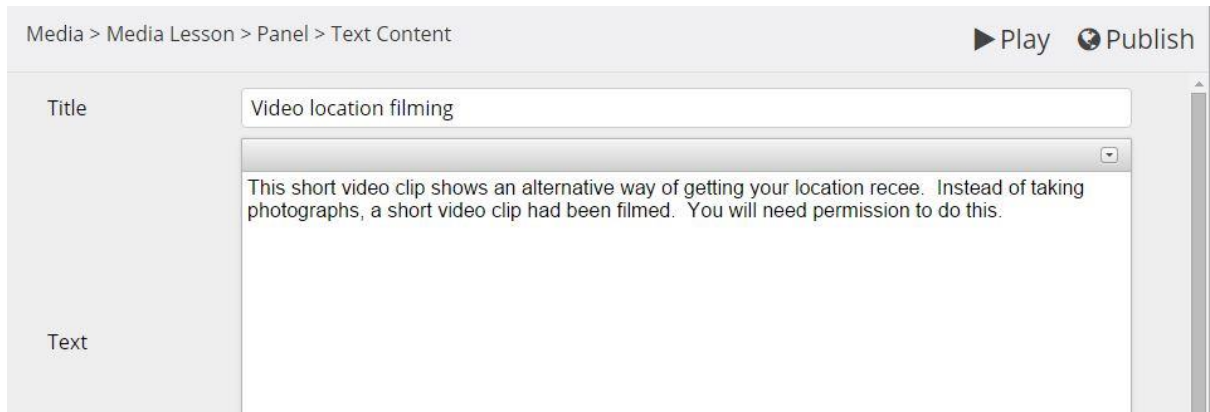


The template below shows the New Embed Web Page with content. Enter the relevant content in to the template you have chosen to build you Media Lesson.

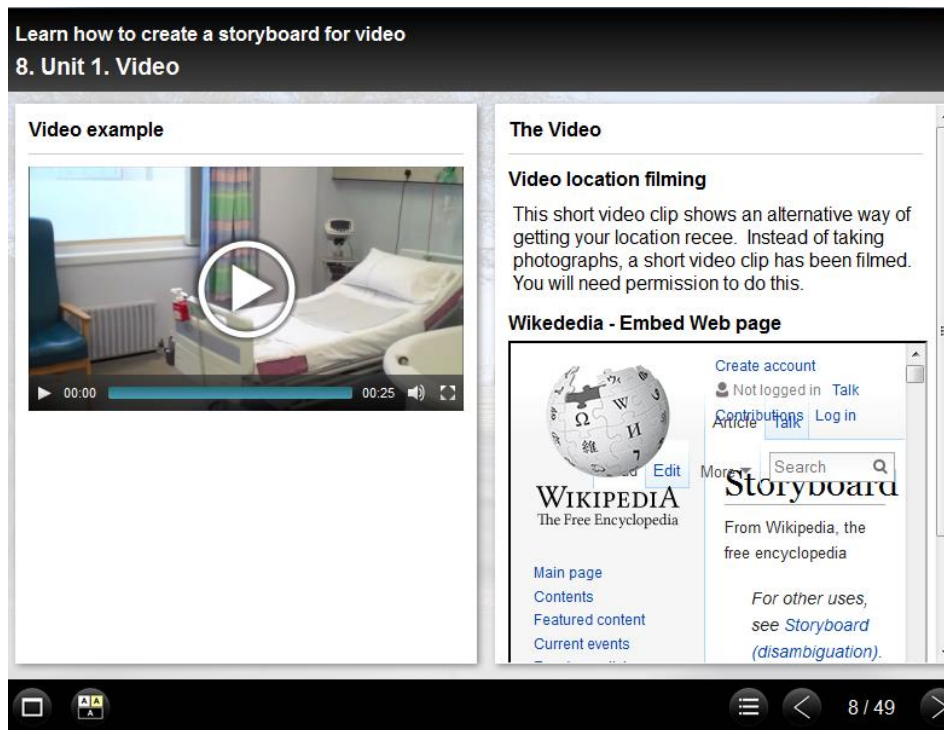


If you are using media content such as video and images, make sure that you have uploaded your content in to the Media repository beforehand. Delete any unwanted Panels from the left menu.

Remain in the same screen template to add a second panel to the Grid. The example below shows the NewText Content... template, for text to be added to a panel.

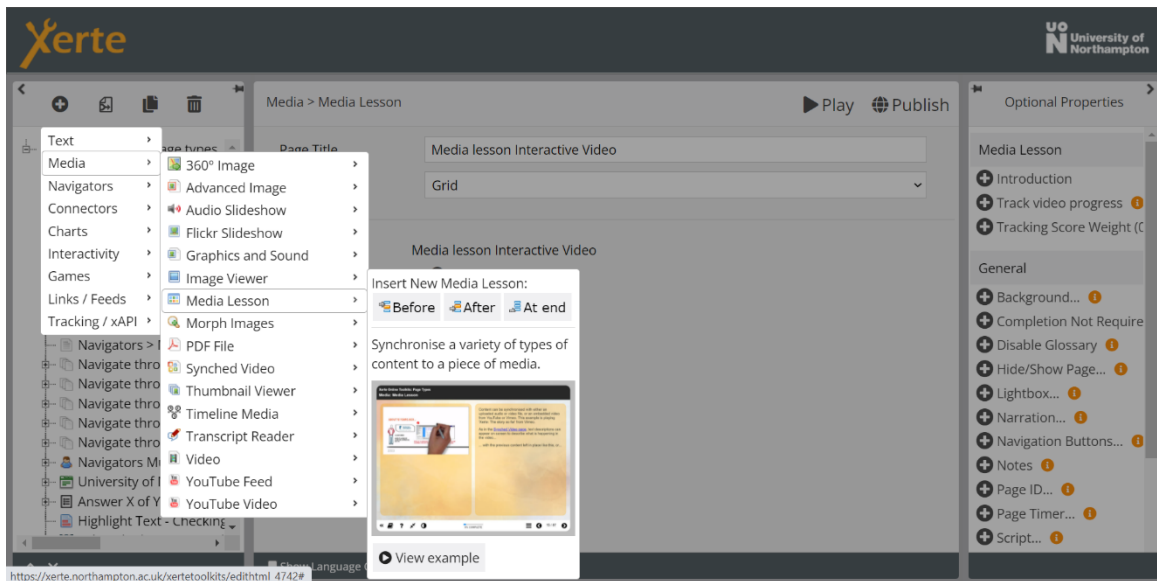


The screenshot below shows that three panels have been used to add content. These are a video, text content and an Embed webpage.



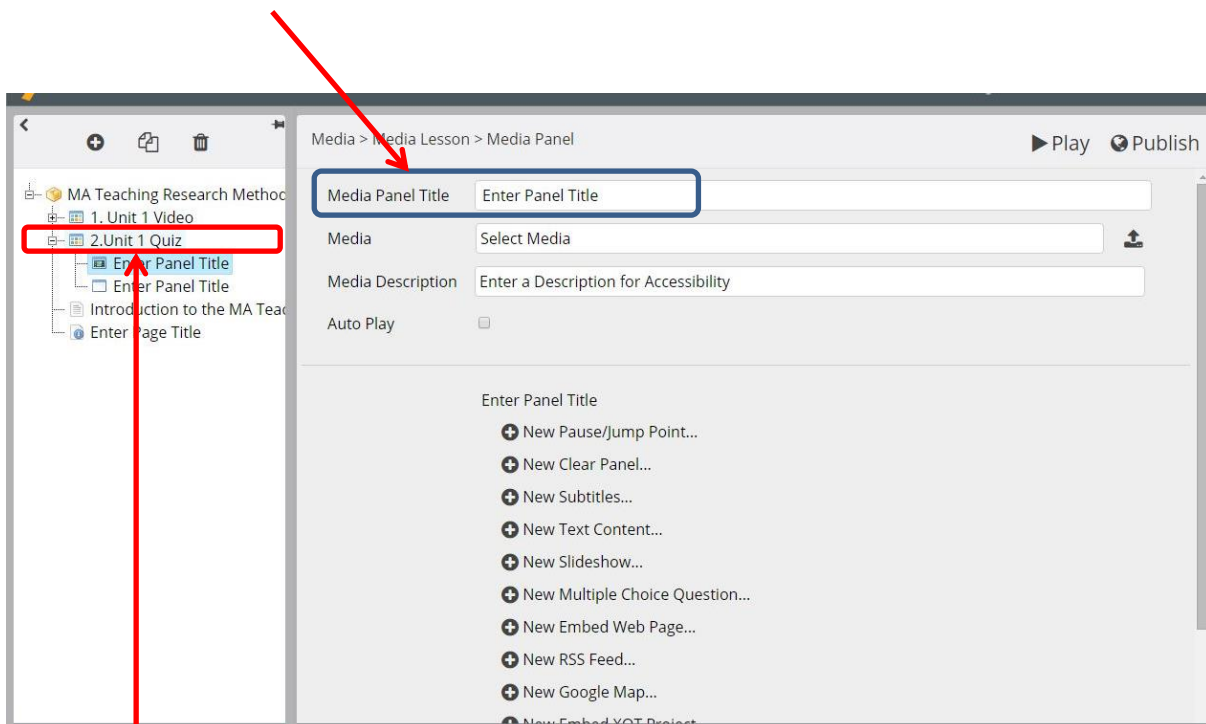
Media > Media Lesson – adding a Quiz and a video

Click on the plus sign to reveal ‘Media > Media Lesson’ (as before)



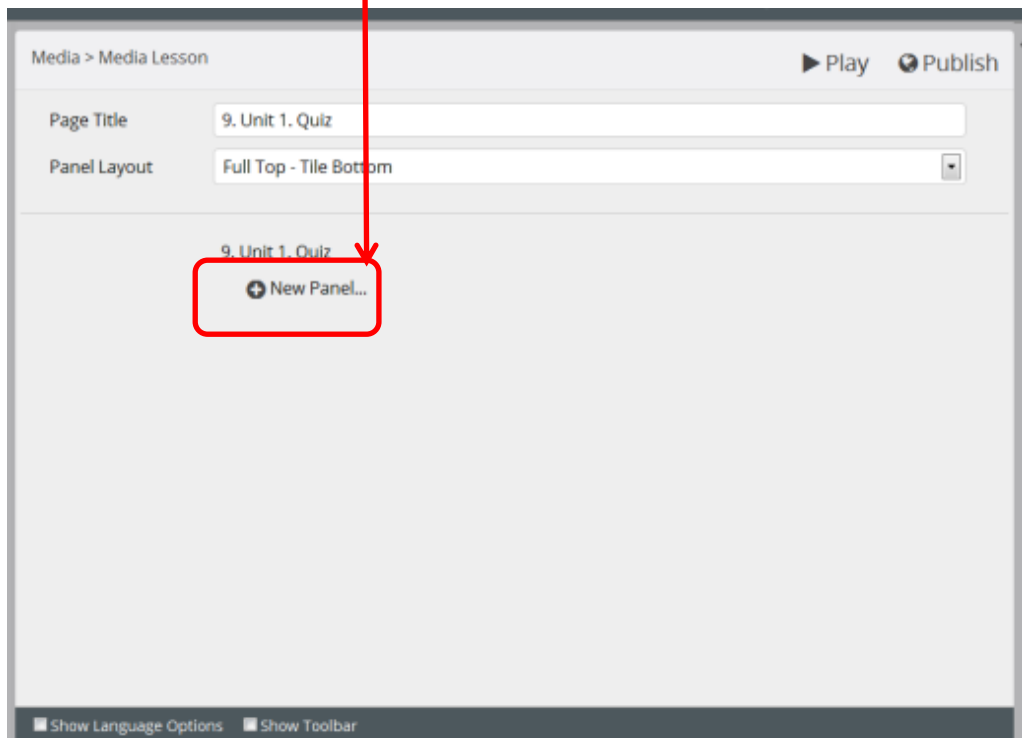
This time use Tile Top – Full Bottom or another Page Layout of your choice.

Assign a name for the Panel Title. Because you are using the Media Lesson template, by default the Media panel API is automatically available for you to use. Add your title, media and PUBLISH to save.

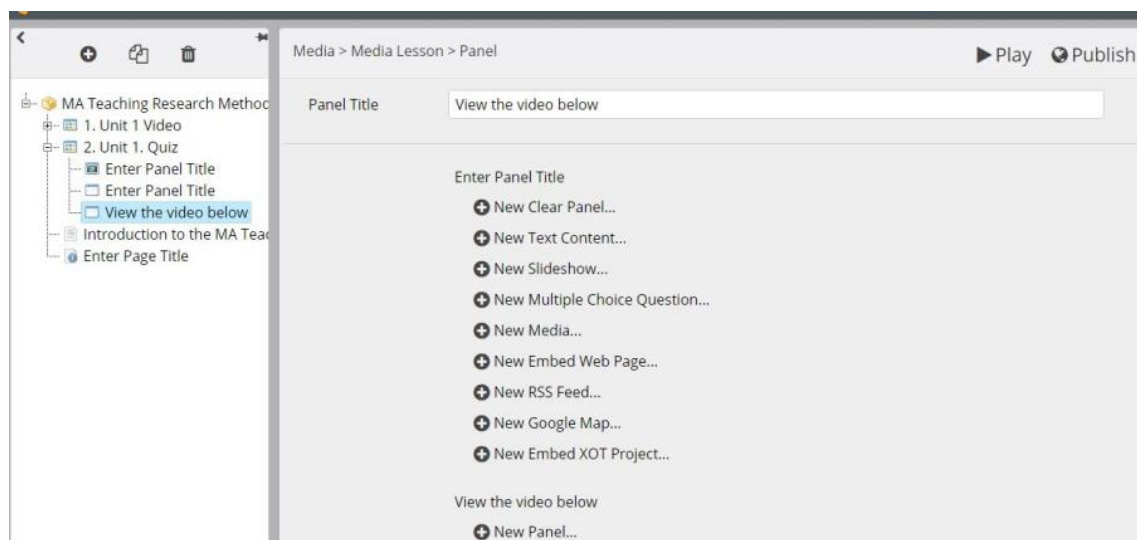


Then select the top level folder in the left menu and click on New Panel.

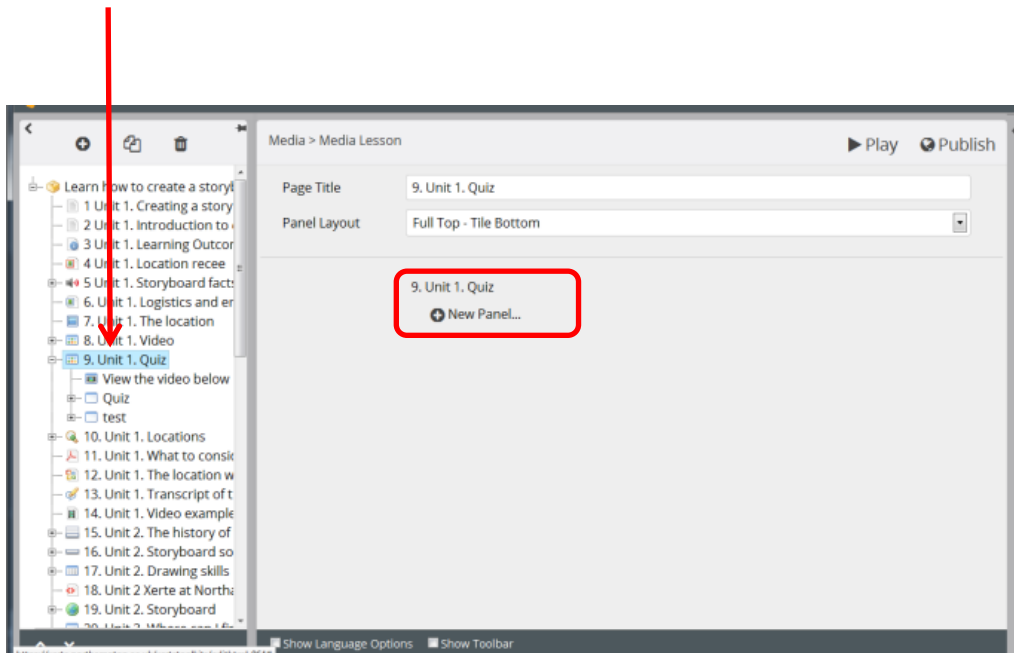
Click on the plus sign next to New Panel to show the options available to you.



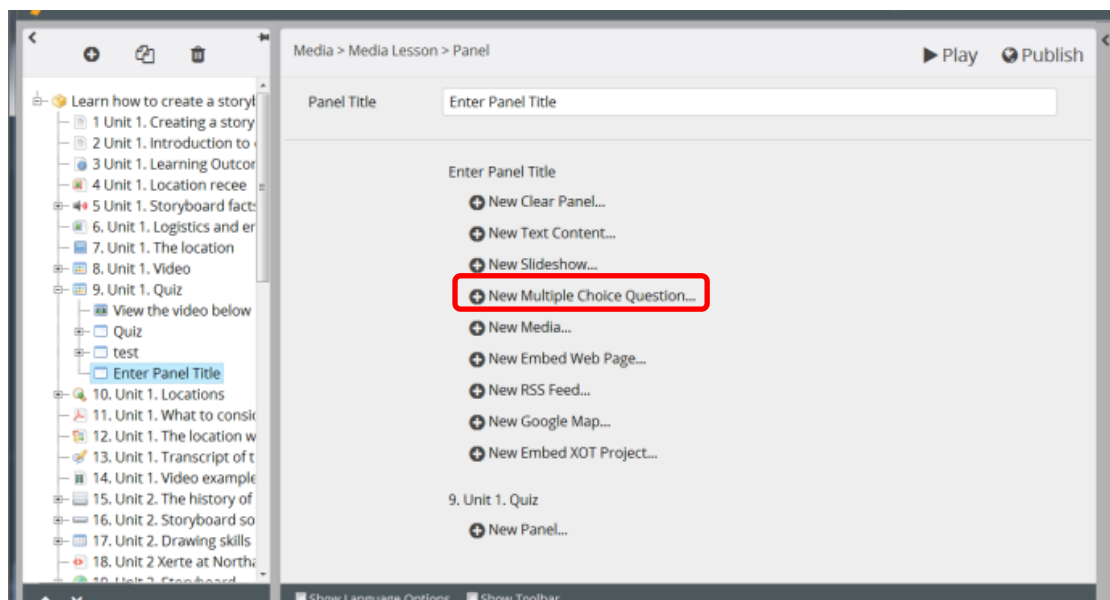
Enter the Panel Title and then select the plus next to the option(s) you would like to use in the panel.



Return to the top level Media Lesson folder in this case **9. Unit 1. Quiz**, in the left menu list, by selecting it (as shown below). Click on New Panel...

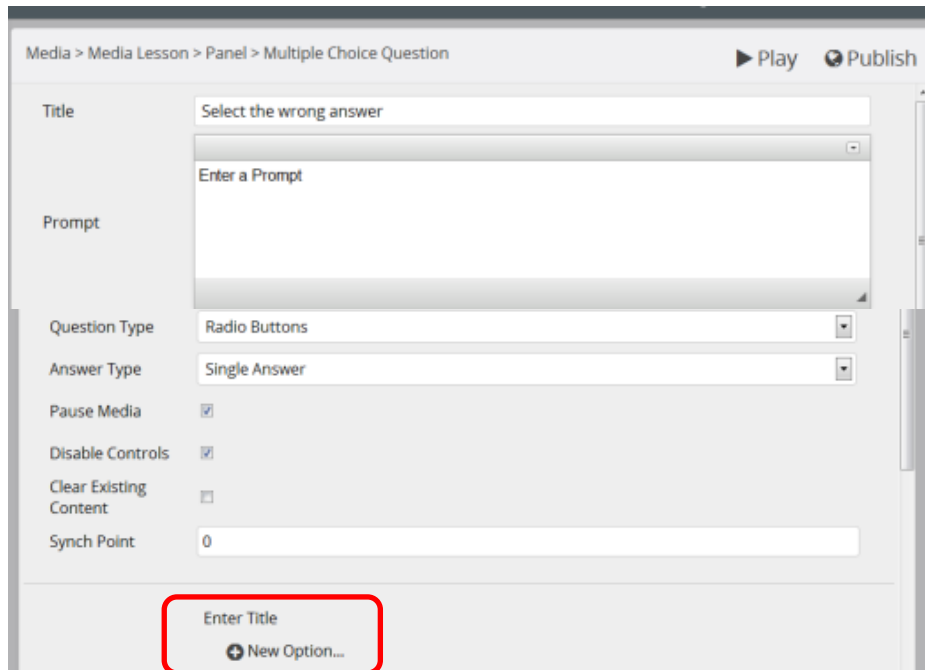


Select Multiple Choice from the list of options. Give it a name, eg Quiz.

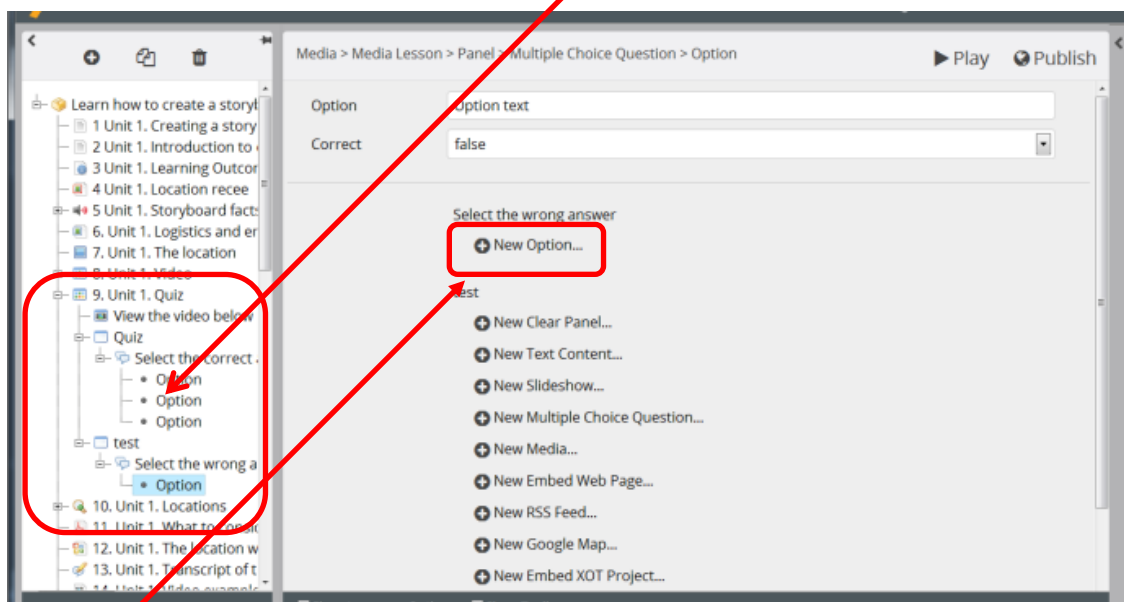


The screen shot on the next page shows the Multiple-Choice question with the title 'Select the wrong answer'.

You have now created a Quiz panel. This example shows Multiple Choice Question from the list.

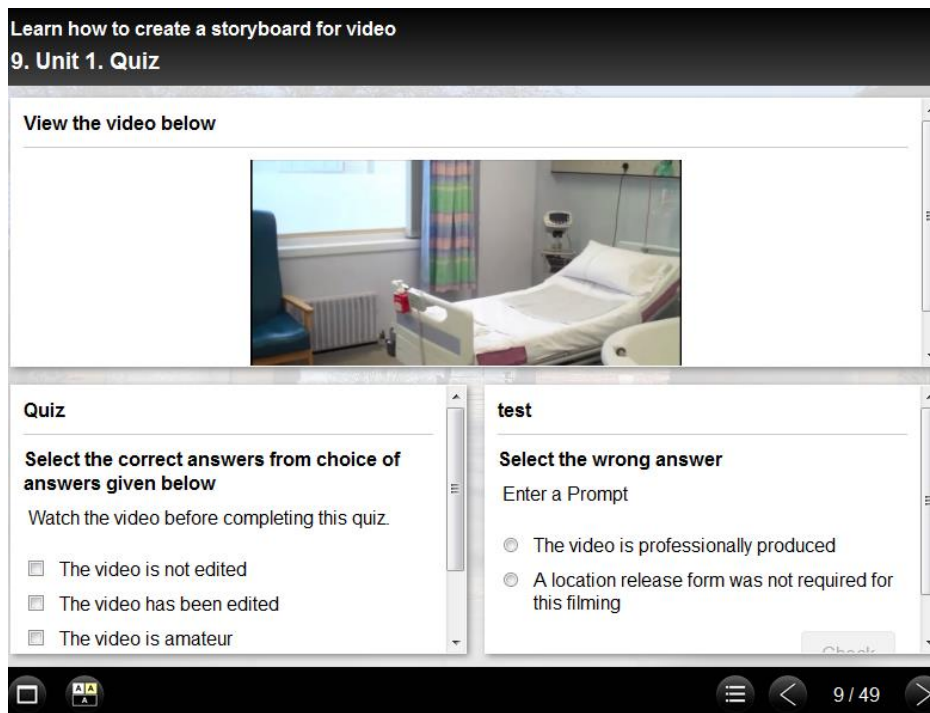


Click on New Option to add to your Quiz. Notice the left menu list showing the Options.



You add more Options by clicking on New Option in the template. Press PUBLISH to save and press PLAY to preview.

The New Media Lesson preview showing a video and two quizzes.



The screenshot displays a lesson interface with the following elements:

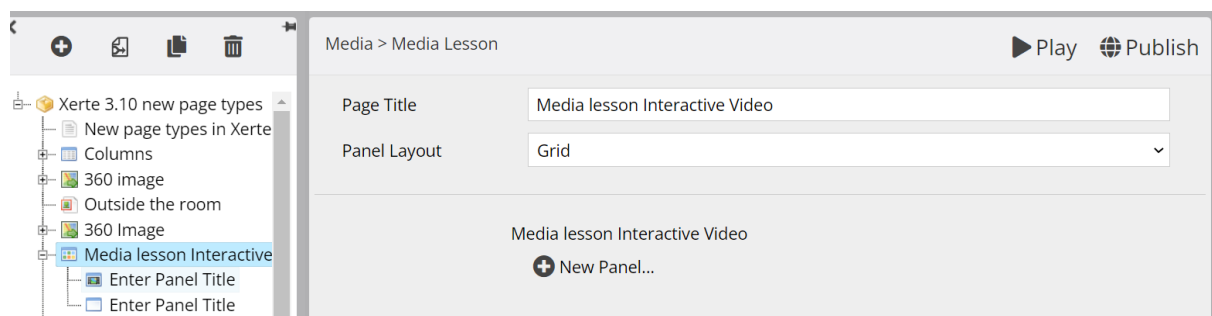
- Header:** "Learn how to create a storyboard for video" and "9. Unit 1. Quiz".
- Video Section:** "View the video below" with a video player showing a hospital room.
- Quiz Section:**
 - Quiz:** "Select the correct answers from choice of answers given below". Instruction: "Watch the video before completing this quiz." Options:
 - The video is not edited
 - The video has been edited
 - The video is amateur
 - test:** "Select the wrong answer". Instruction: "Enter a Prompt". Options:
 - The video is professionally produced
 - A location release form was not required for this filming
- Footer:** Navigation icons and a page indicator "9 / 49".

Media > Media Lesson > Clear panel with a synch point

A useful panel available is called 'Clear Panel'. Selecting the Clear Panel will result in a synch point which means that the video will be paused at a set time synch point (pre-determined by the creator), and a multiple-choice question will appear on the screen, (if the creator decided to provide the multiple-choice question option).

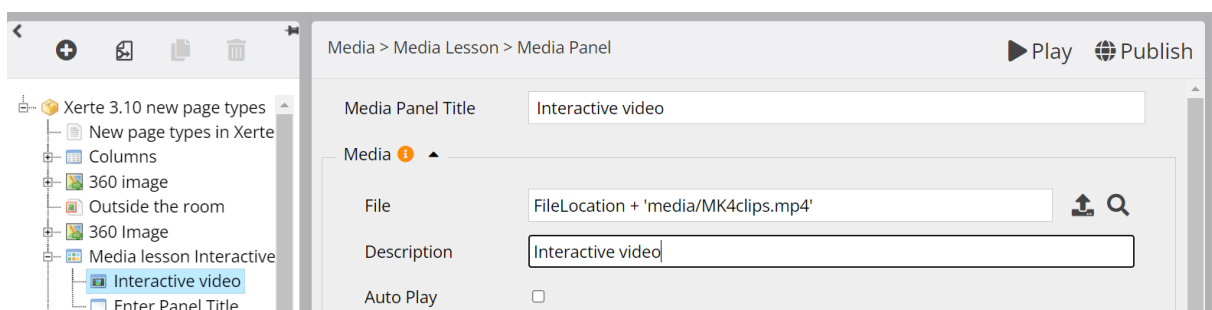
Options include:

- New Clear Panel
- New Text Content
- New Slideshow
- New Multiple-Choice Question



Media Lesson > Clear Panel

By default, when you select the Media > Media Lesson page type, two panels are automatically provided for you to populate. The first panel must have a video (maximum size 150 mb) uploaded to it.

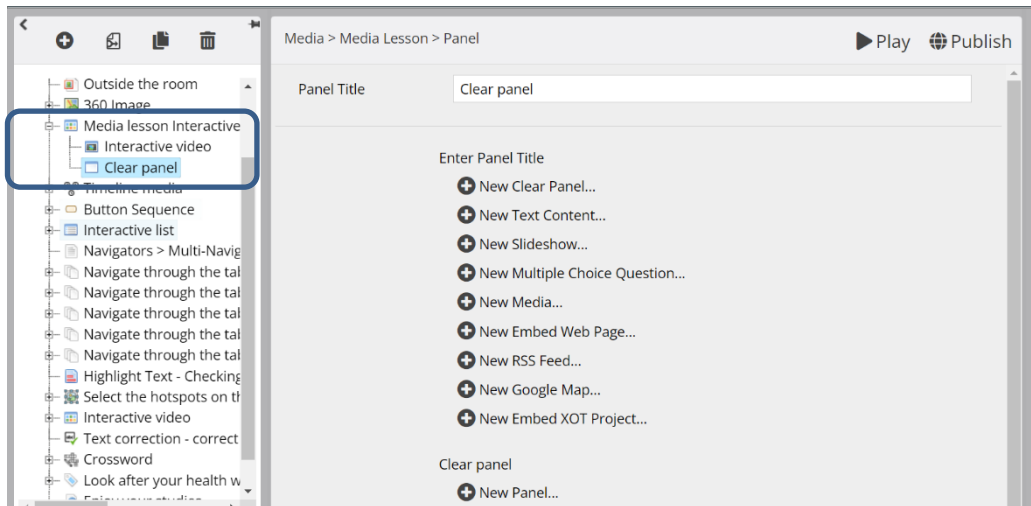


The screenshot above shows the first panel with a title 'Interactive video' and a video file uploaded.

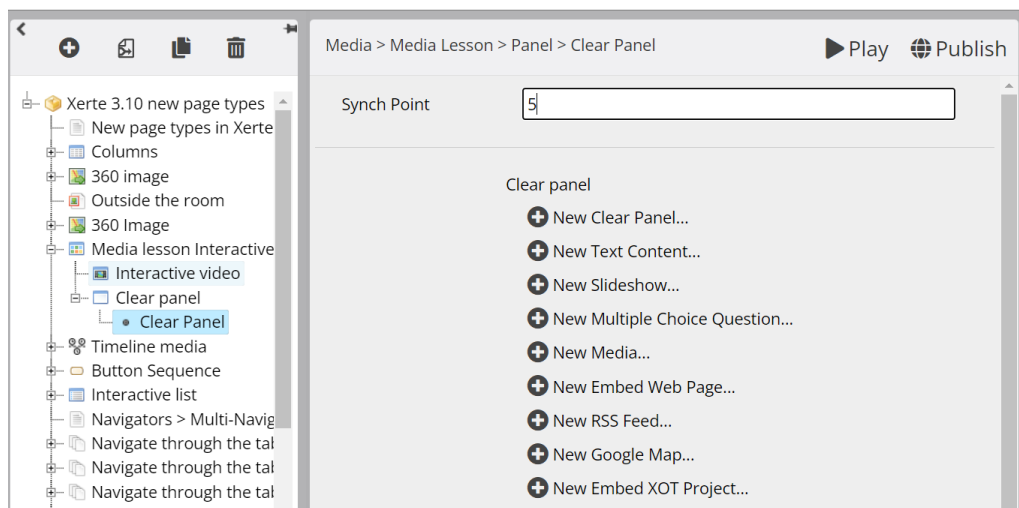
Remember to add a description in the Description text area. It is advised **not** to select Auto Play.

Select the second panel which was provided automatically. It is labelled as 'Enter Panel Title' as shown in the screenshot above.

When the Enter a panel title is selected the title can be keyed in. In the example below the title given is 'Clear Panel'.

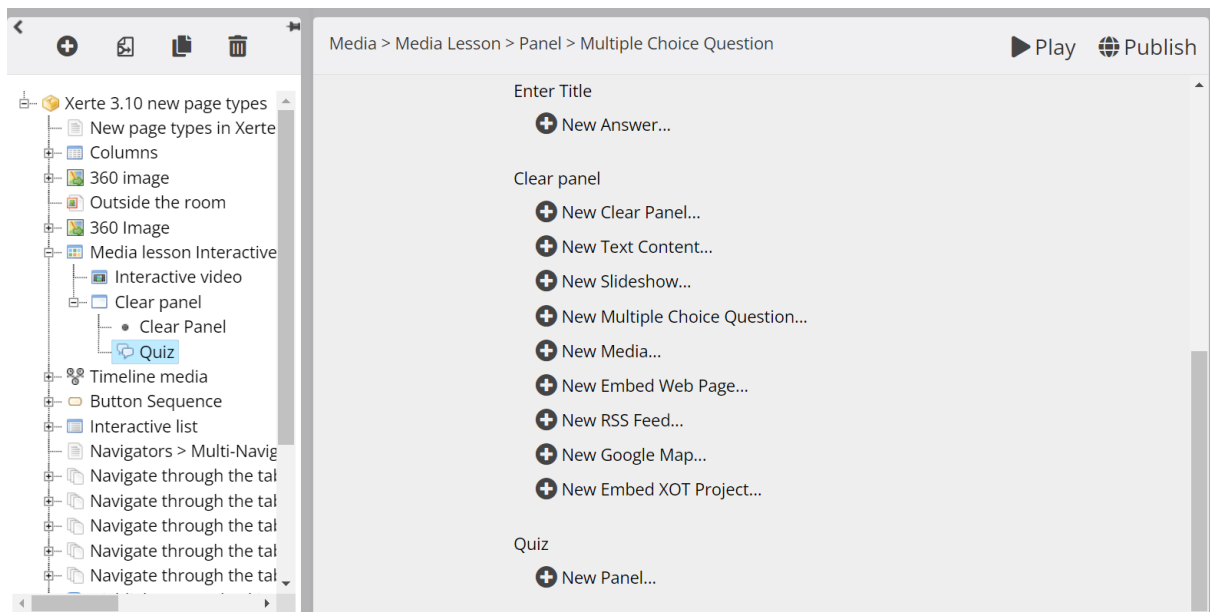


Then select the **+New Clear Panel...** option from the list of panels available.

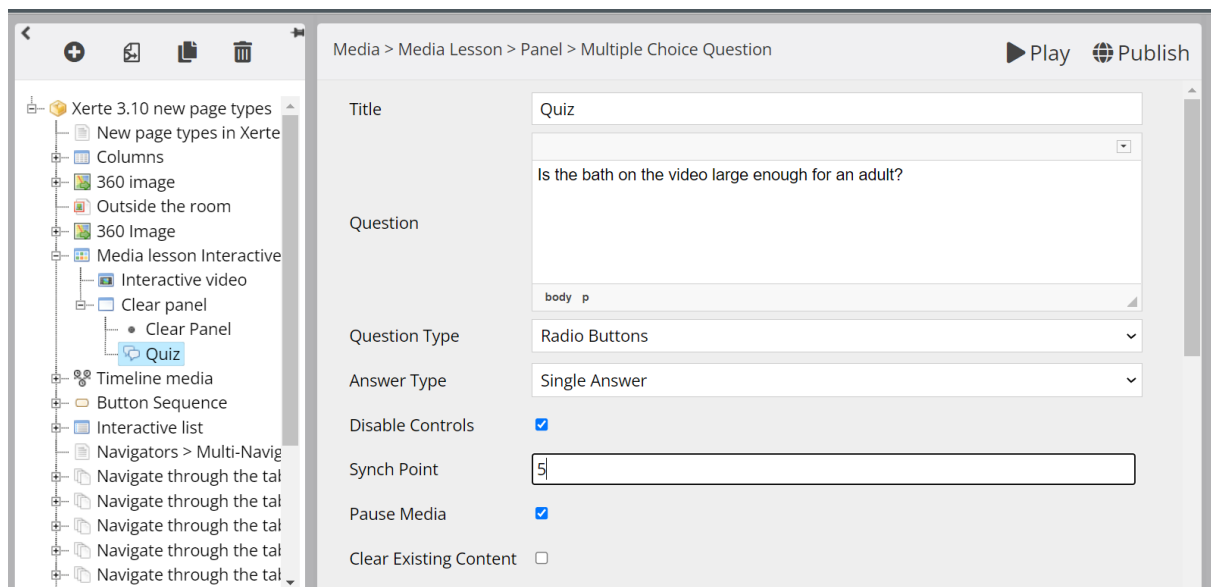


You will see the screen above where you key in the Synch Point. At this synch point time '5', the video will pause playing. Select what type of interaction will occur when the video is paused, from the options on the screen. The example demonstrated in this guide is Multiple Choice question.

The screenshot below shows the Multiple-Choice Question



Add the title, question, question type, answer type and the synch point. The synch point is seconds and the video will pause at that point if 'Pause Media' is selected.



Scroll down the screen to select the + New Answer... option. A screenshot of the + New Answer... option.

Correct answer

Media > Media Lesson > Panel > Multiple Choice Question > Answer ▶ Play 🌐 Publish

Answer

The bath is too small for an adult.

body p

Label

Correct

Quiz

+ New Answer...

Incorrect answer

Media > Media Lesson > Panel > Multiple Choice Question > Answer ▶ Play 🌐 Publish

Answer

The bath is large enough for an adult.

Label

Correct

Quiz

+ New Answer...

Clear panel


This is how the page looks.

The video will pause at the synch point number entered in to the Xerte synch prompt and in this example the multiple-choice question is displayed on the screen.

Xerte 3.10 new page types

Media lesson Interactive Video

Interactive video



Clear panel

Quiz

Is the bath on the video large enough for an adult?

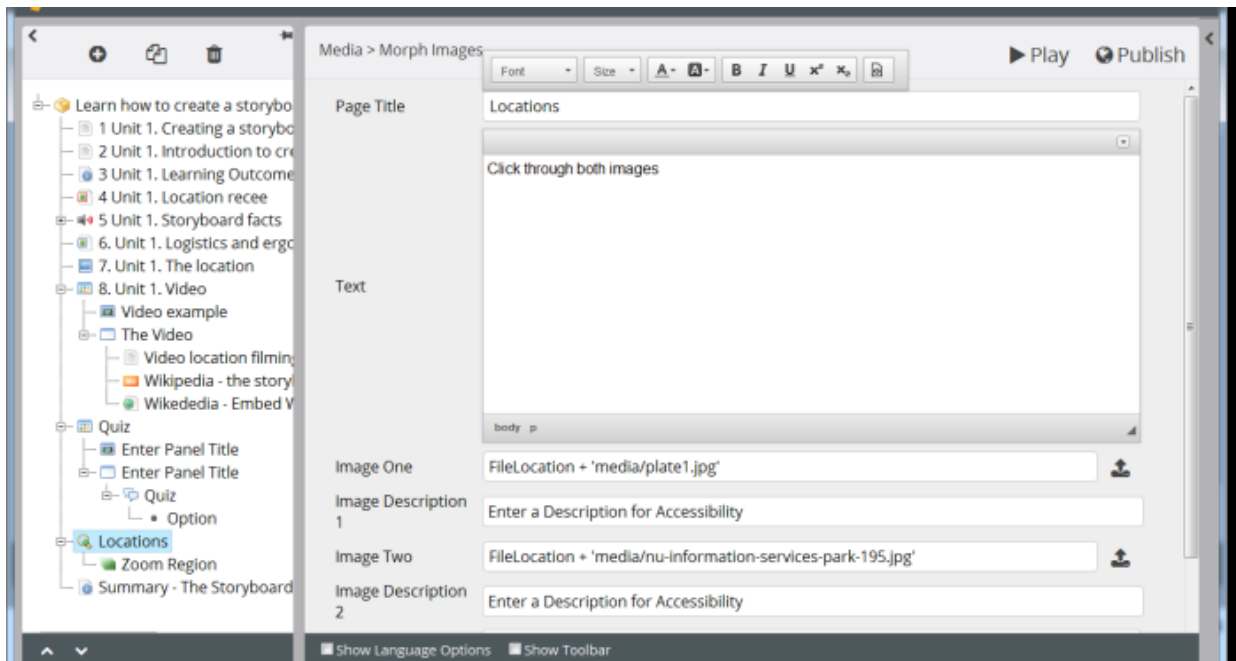
- The bath is too small for an adult.
- The bath is large enough for an adult.

Check

6 / 22

Media > Morph Images

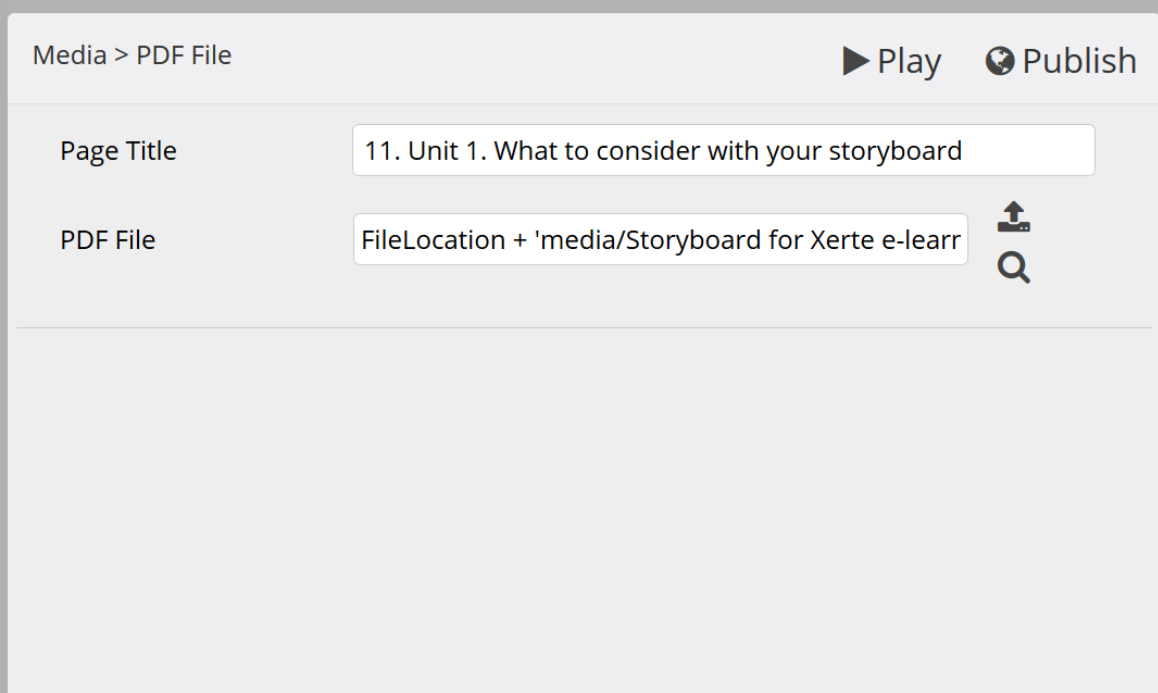
Morph between two images.



The result will show one image fade in to another image. Therefore, two images need to be uploaded for this option to work.

Media > PDF File

Insert a PDF – You will need to upload the PDF document in to the repository before uploading in to Xerte.



Media > PDF File ▶ Play 🌐 Publish

Page Title

PDF File 📄 🔍

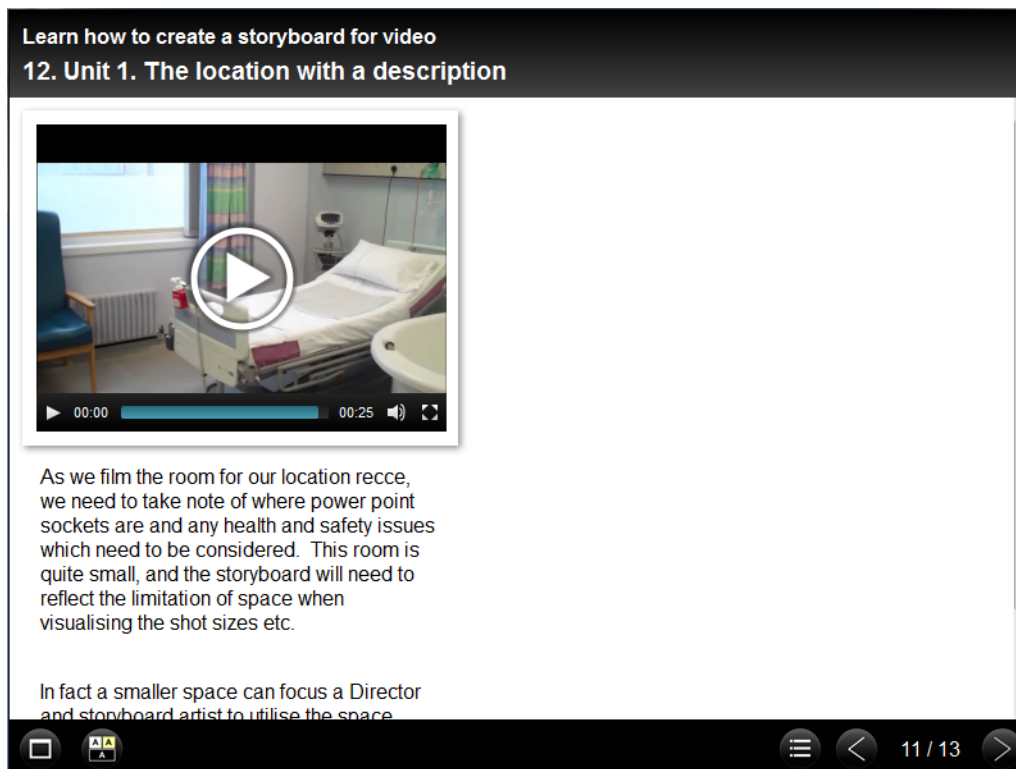
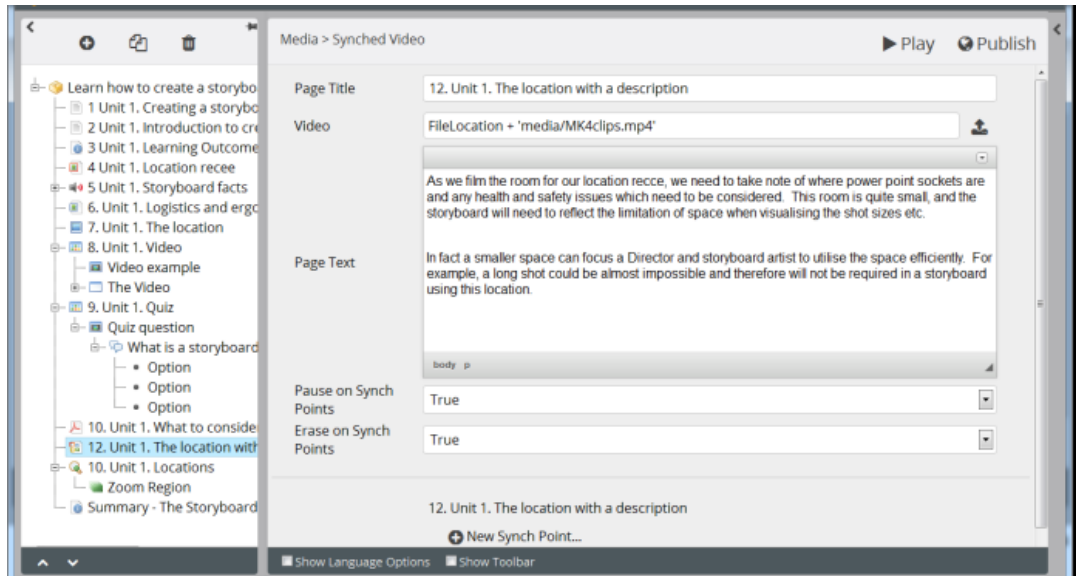
The PDF will embed in to the whole page and the user can scroll up and down to see the content. In 3.8.5 upgrade a PDF link displays on the screen. Xerte remains open in a different browser window.



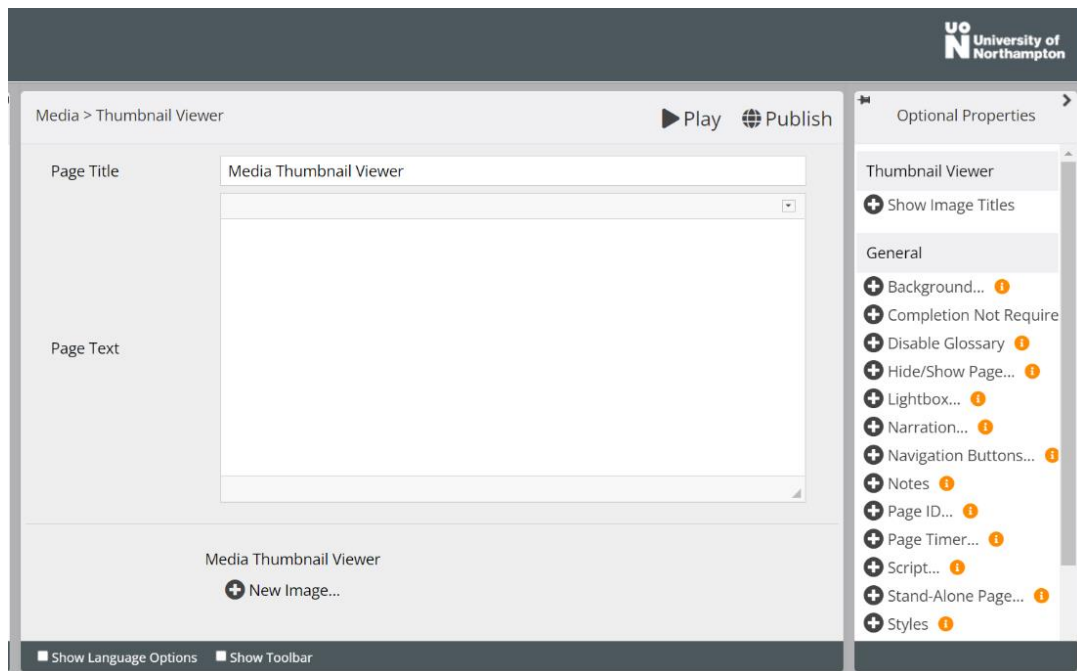
Media > Synched Video

Synchronise packages of text to a video.

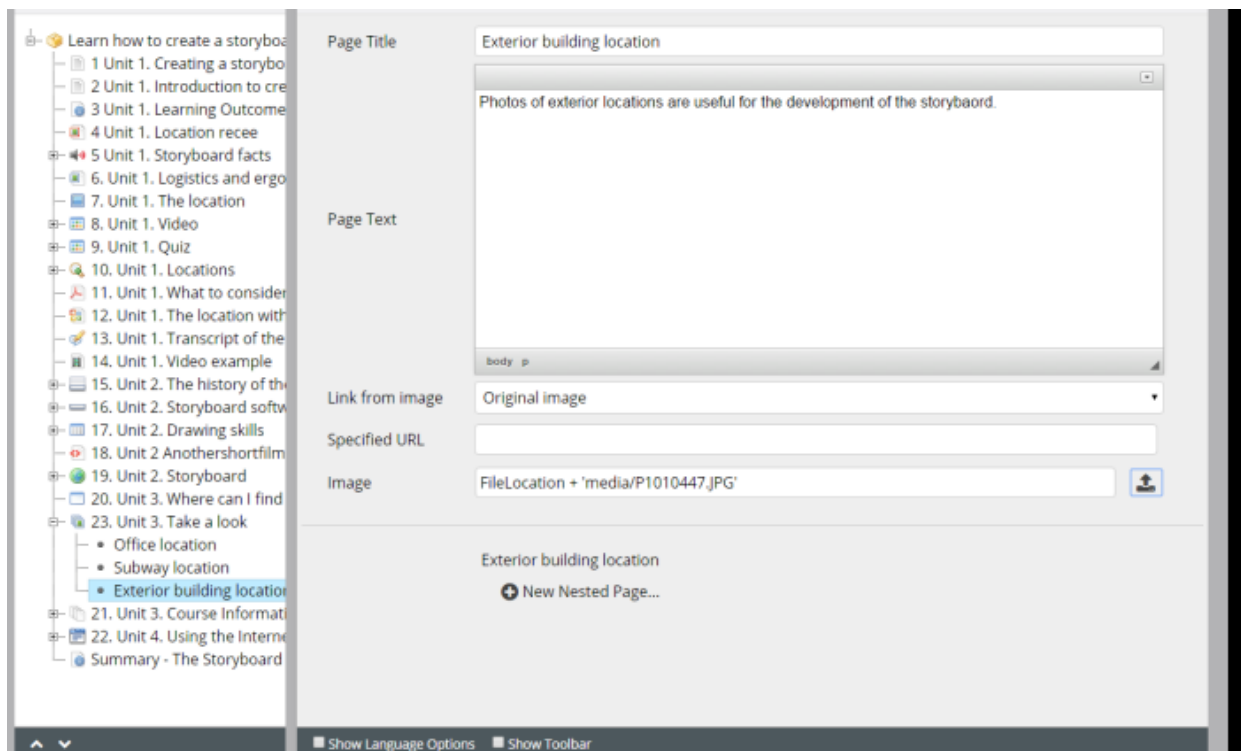
Add the video and enter the text (if a transcript is required, then this needs to be done). It is advisable to have a transcript for inclusion of all learners.



Media > Thumbnail viewer

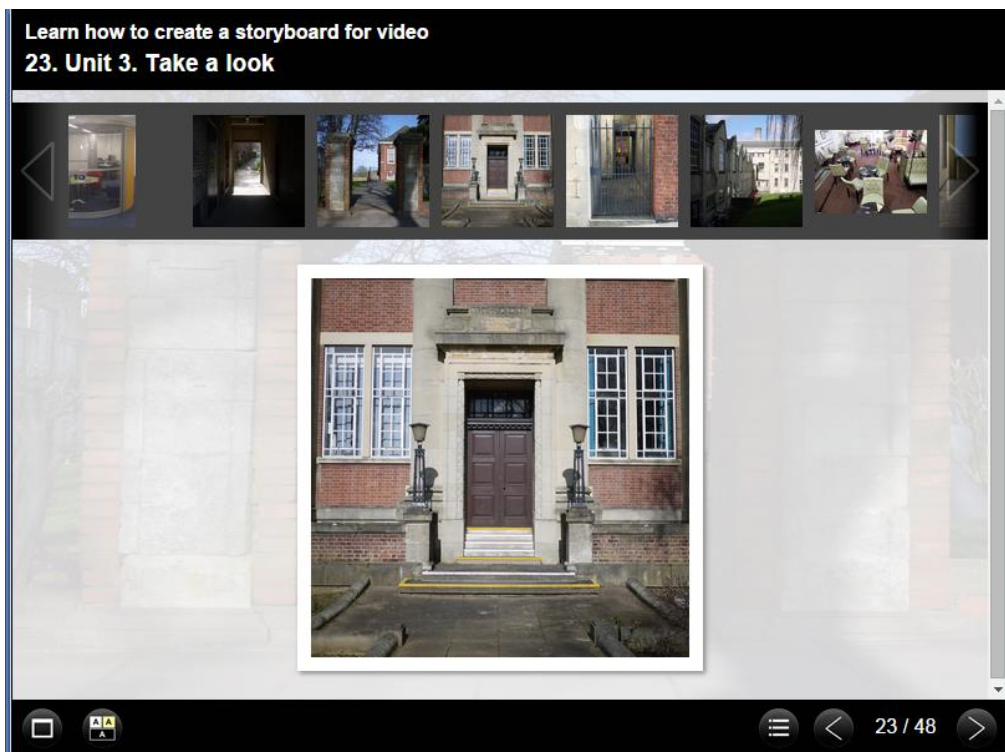


Note: Make sure you have uploaded your images to the Xerte Media repository from your documents area.



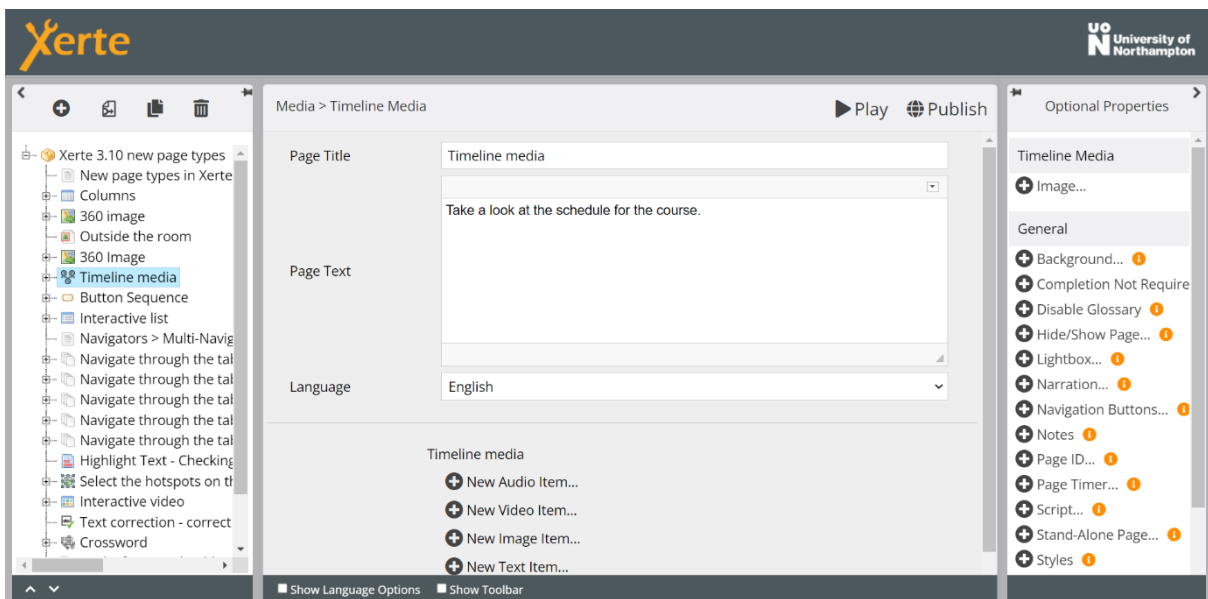
Click on the plus sign next to New Nested Page... to add another image.

The Thumbnail Viewer page will look like this.



Media > Timeline Media

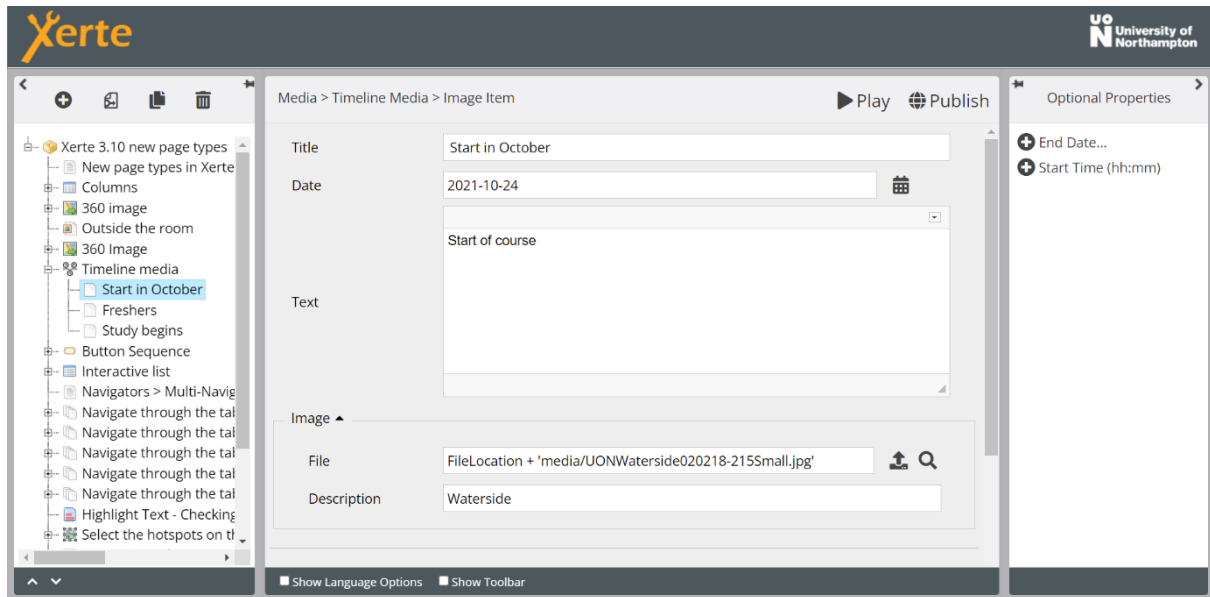
A scrollable timeline containing sections of text and media.



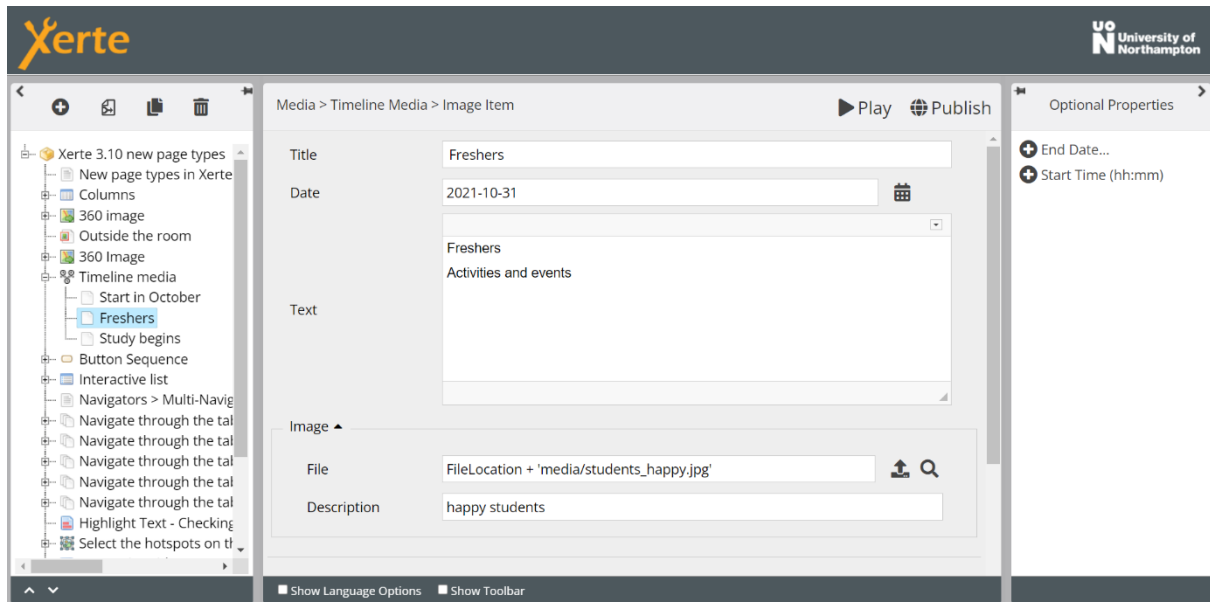
Add a title, page text and select the type of timeline media you would like to add to the timeline, for example images, text, video and audio.

Media

Timeline > Media

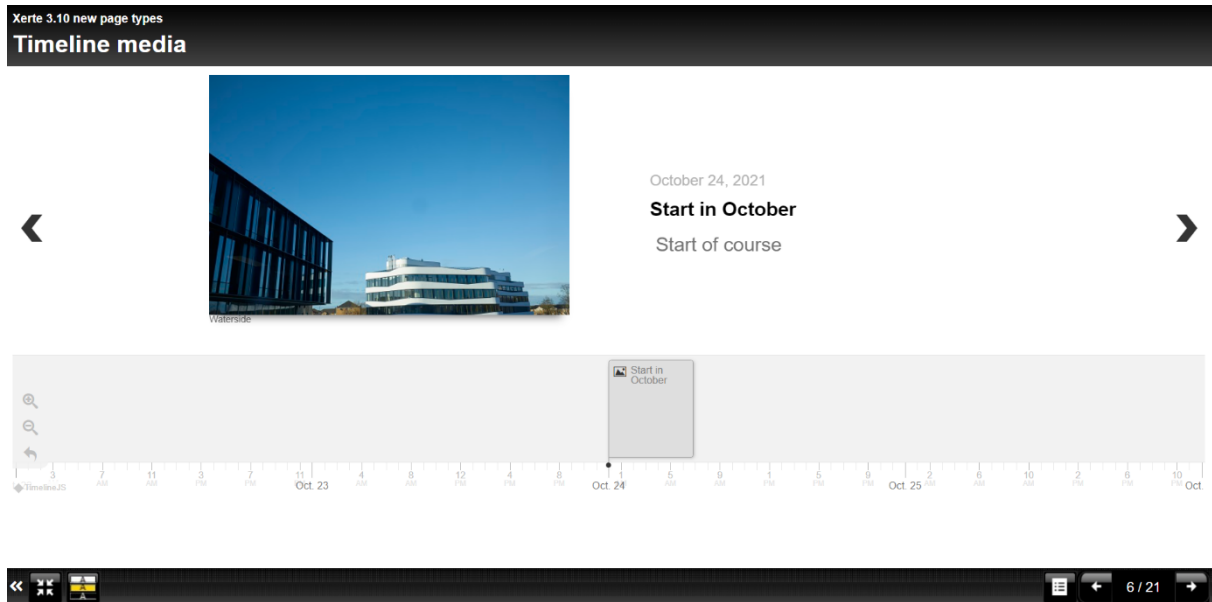


Upload the image to be used by selecting the upload media icon where you will open the media repository and be able to upload the images in to the media repository to select for the Xerte page.



Media Timeline page will look like this.

Xerte 3.10 new page types
Timeline media

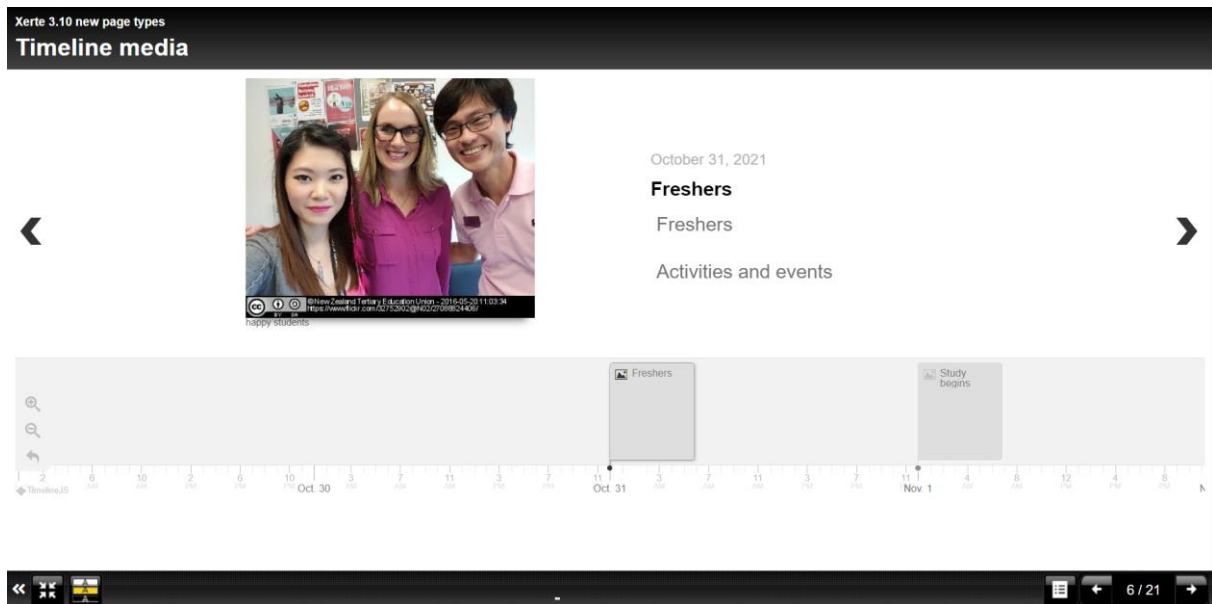


October 24, 2021
Start in October
Start of course

Timeline navigation: Oct 23, Oct 24, Oct 25

Bottom navigation: 6 / 21

Xerte 3.10 new page types
Timeline media

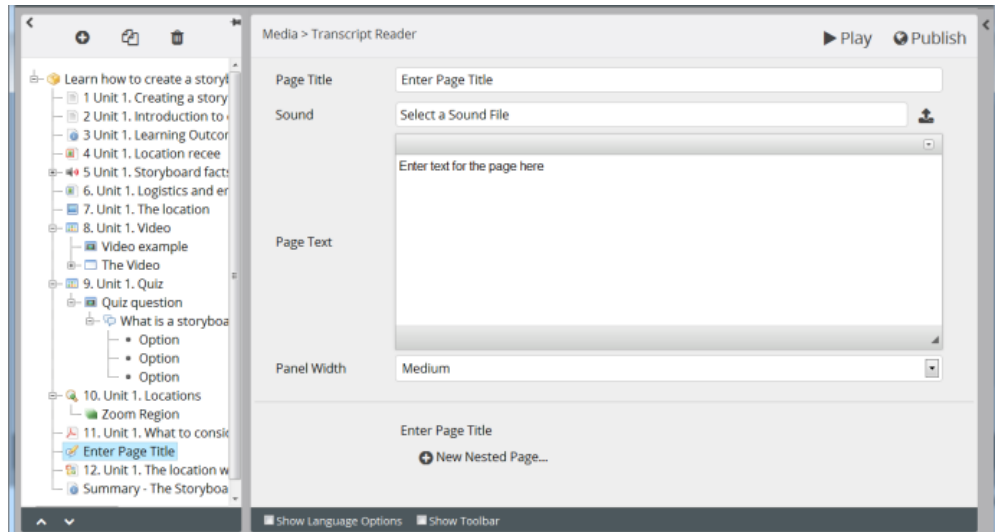


October 31, 2021
Freshers
Freshers
Activities and events

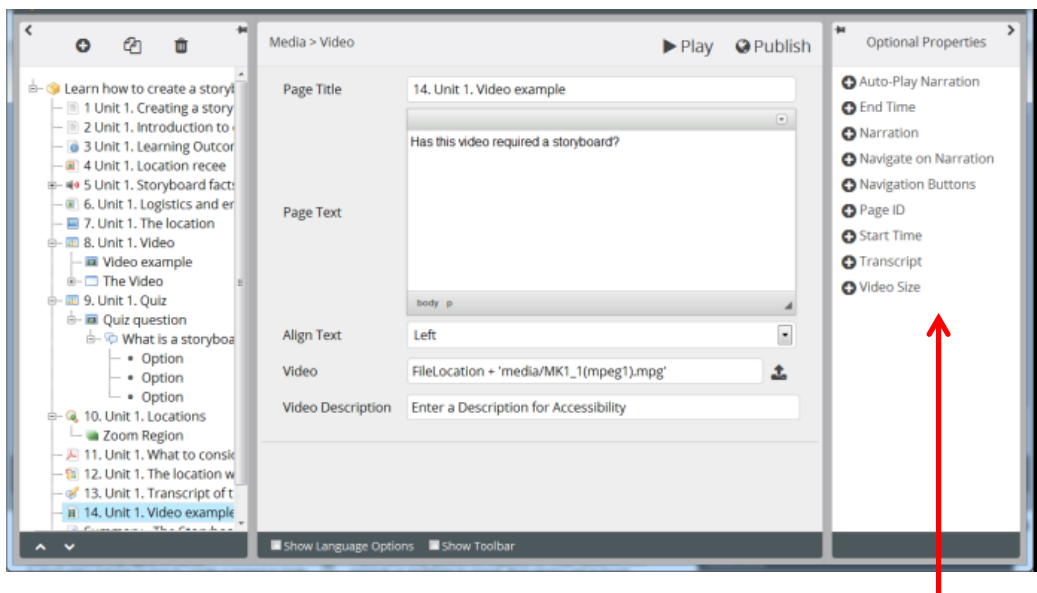
Timeline navigation: Oct 30, Oct 31, Nov 1

Bottom navigation: 6 / 21

Media > Transcript Reader



Media > Video (embed mp4 video)



Clicking on the icon positioned on the right of the page will reveal additional setting options for this content item.

Note: the right pane is available for every template and provides **Optional Properties**.

The result

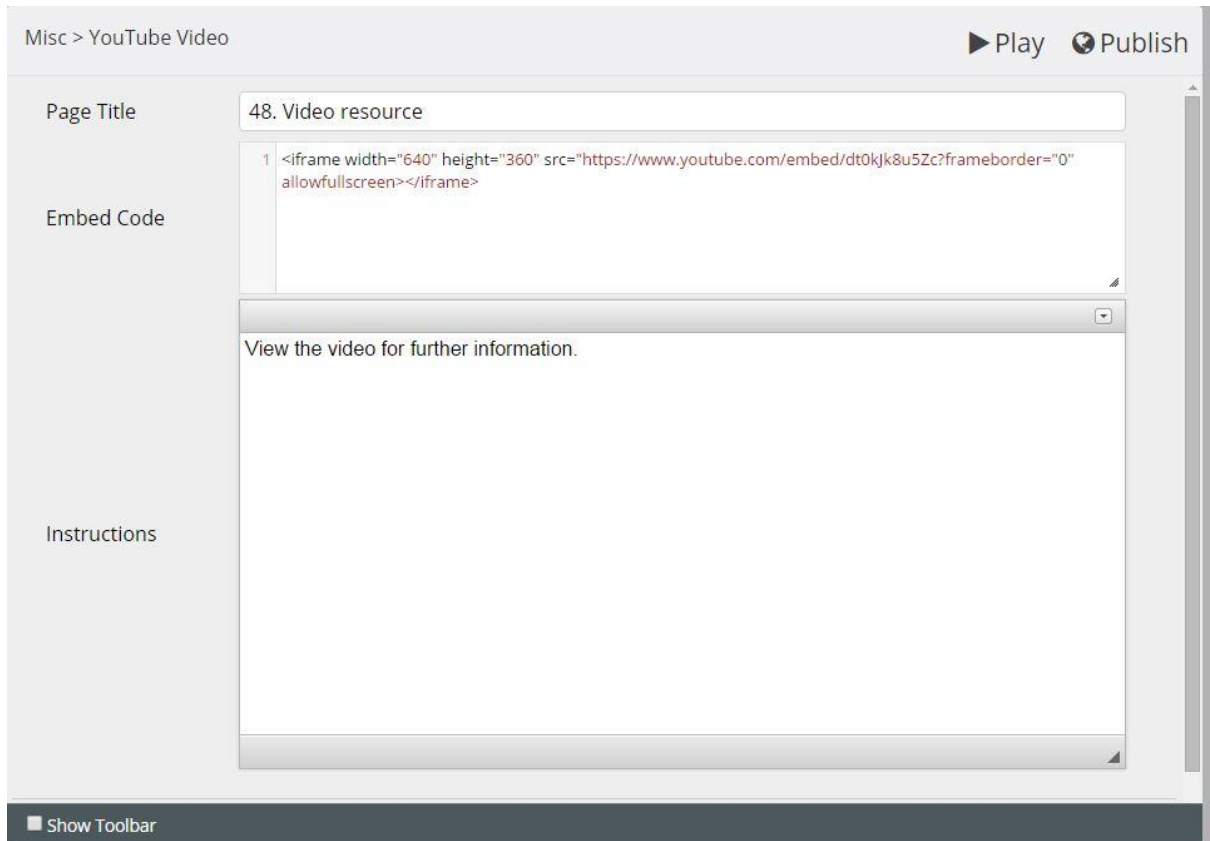
Learn how to create a storyboard for video 14. Unit 1. Video example

Has this video required a storyboard?



Media > YouTube Video

Embed the code from YouTube, making sure that you use the Embed Code path.



The screenshot shows the Xerte editor interface for embedding a YouTube video. At the top, it says "Misc > YouTube Video" and has "Play" and "Publish" buttons. The "Page Title" field contains "48. Video resource". The "Embed Code" field contains the following code:

```
1 <iframe width="640" height="360" src="https://www.youtube.com/embed/dt0kj8u5Zc?frameborder="0" allowfullscreen"></iframe>
```

 Below the code field is a large text area with the text "View the video for further information." and a small "x" icon in the top right corner. At the bottom left, there is a "Show Toolbar" checkbox.

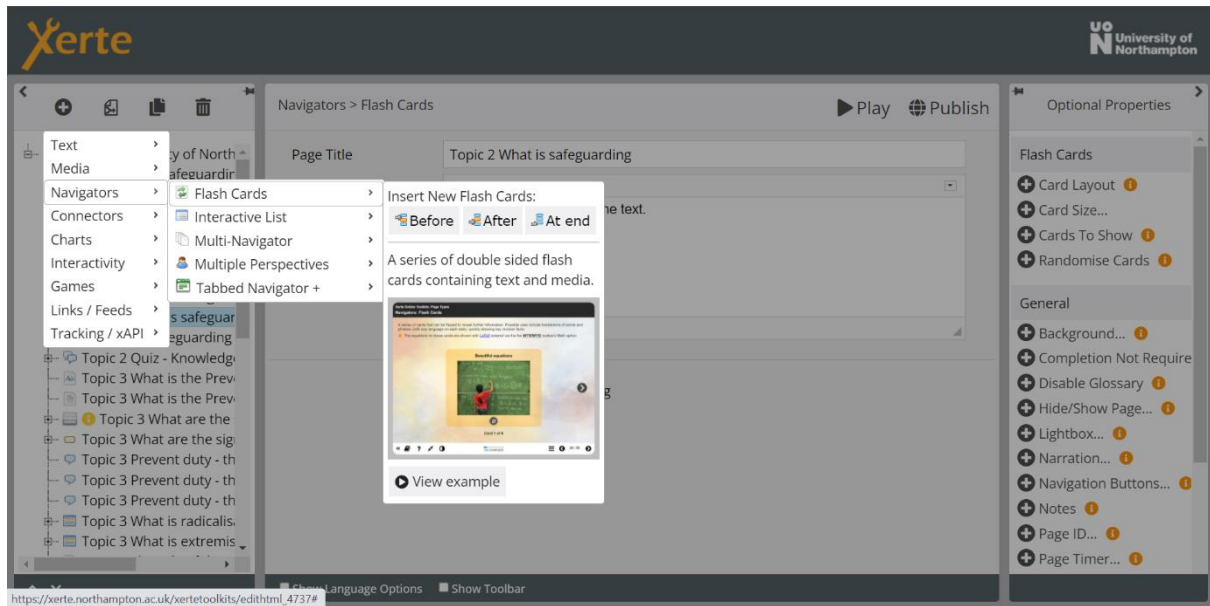
The result of embedding the YouTube video is shown below.



The screenshot shows the embedded YouTube video player. The video title is "Learn how to create a storyboard for video" and the resource number is "47. Video resource". The video content shows a building entrance with a sign that says "Reception". The video player has a play button in the center and a progress bar at the bottom showing "47 / 48".

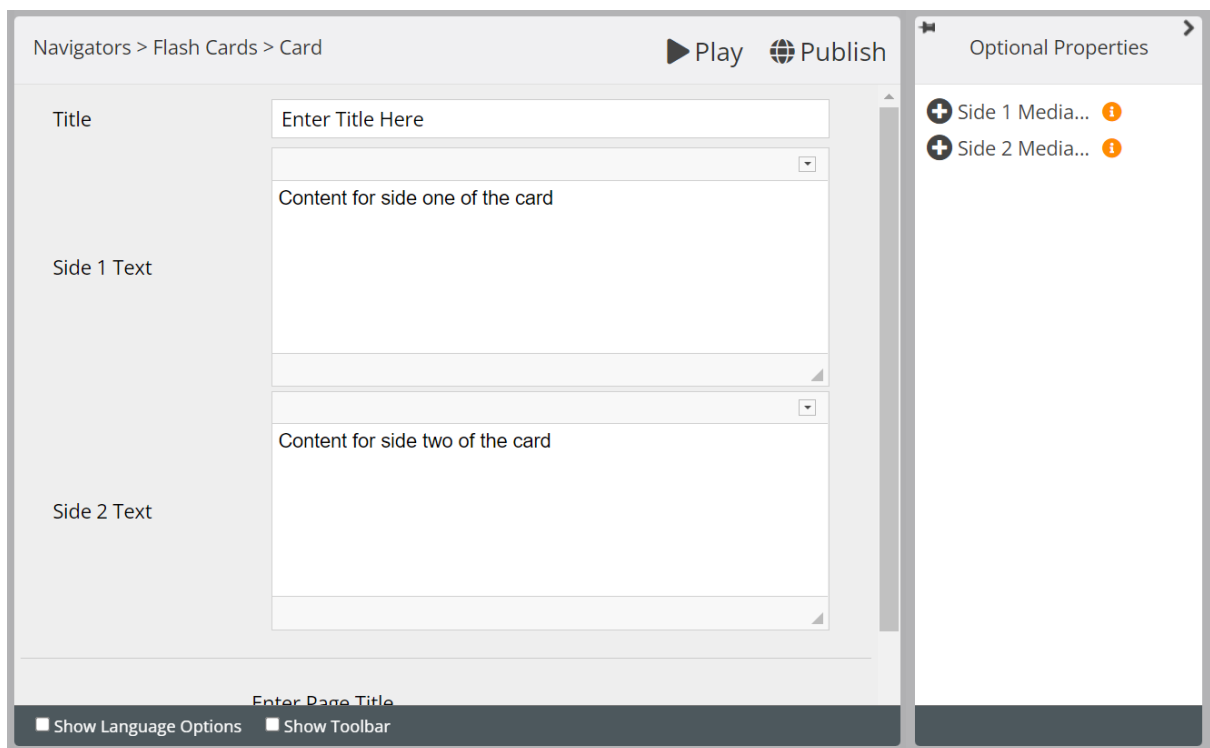
Navigators > Flash Cards

Use Flash Cards to display text and media on double sided cards.



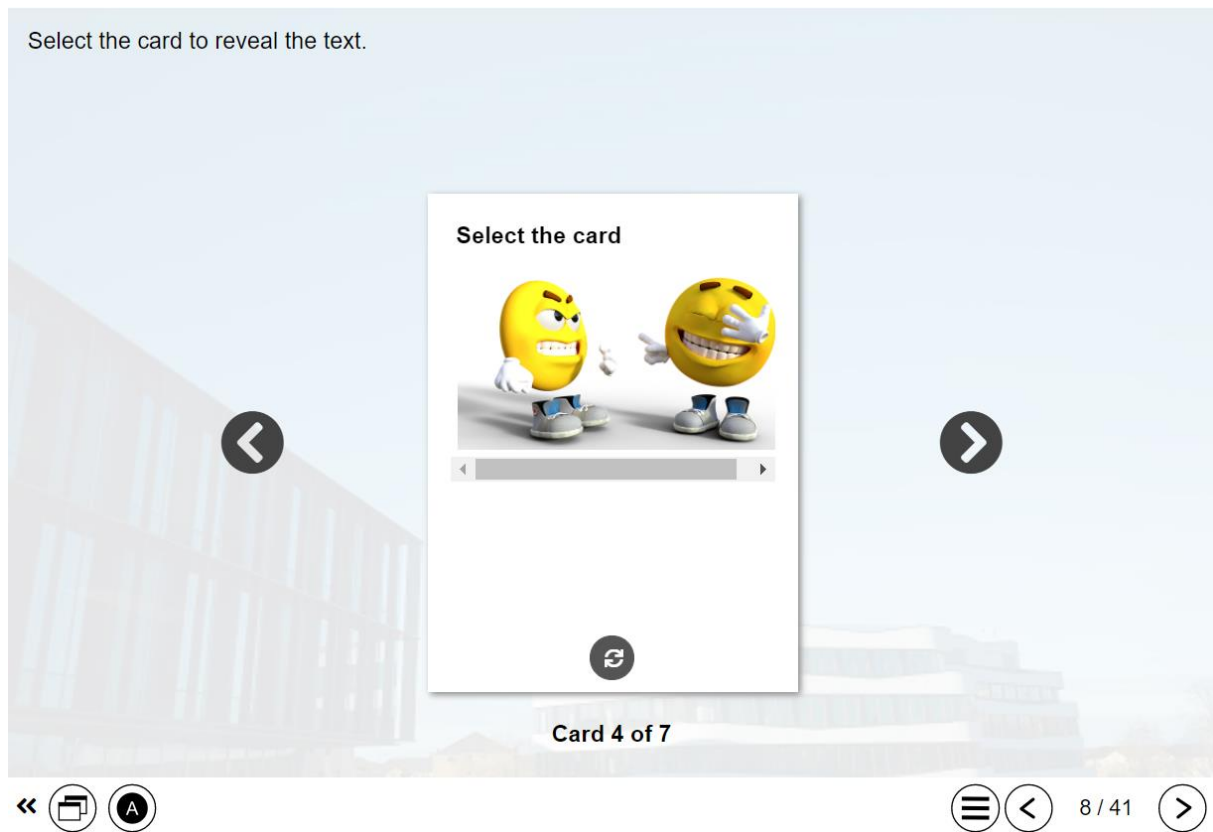
Upload the image to be used on either card 1 or card 2 (or both).

Click on the +New Card option to upload the image and add text to display on each side of the card.



Screenshot of Navigators Flash Cards - Card where the content of side 1 and side 2 can be added.

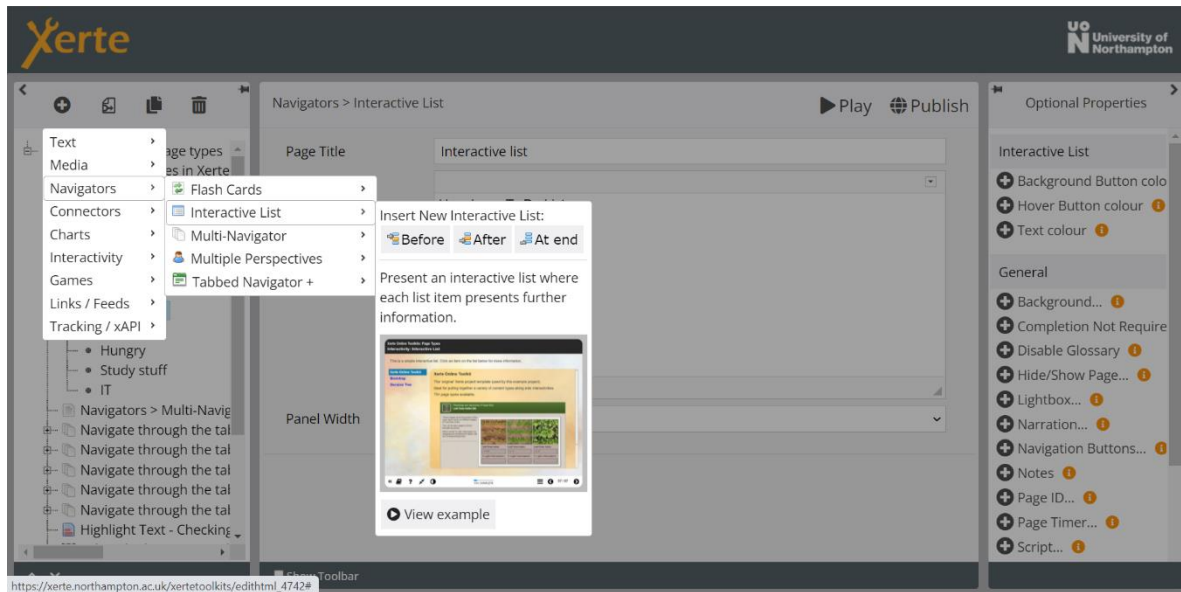
This is how the Flashcard looks.



The end-user can flip over the card by clicking on the icon found at the bottom centre of the card.

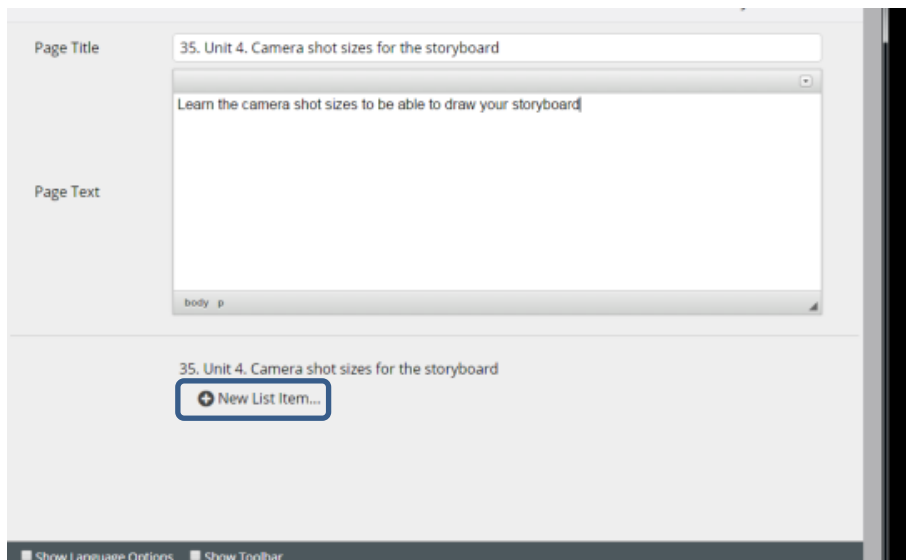
Navigators > Interactive List

Present an interactive list where each list item presents further information.



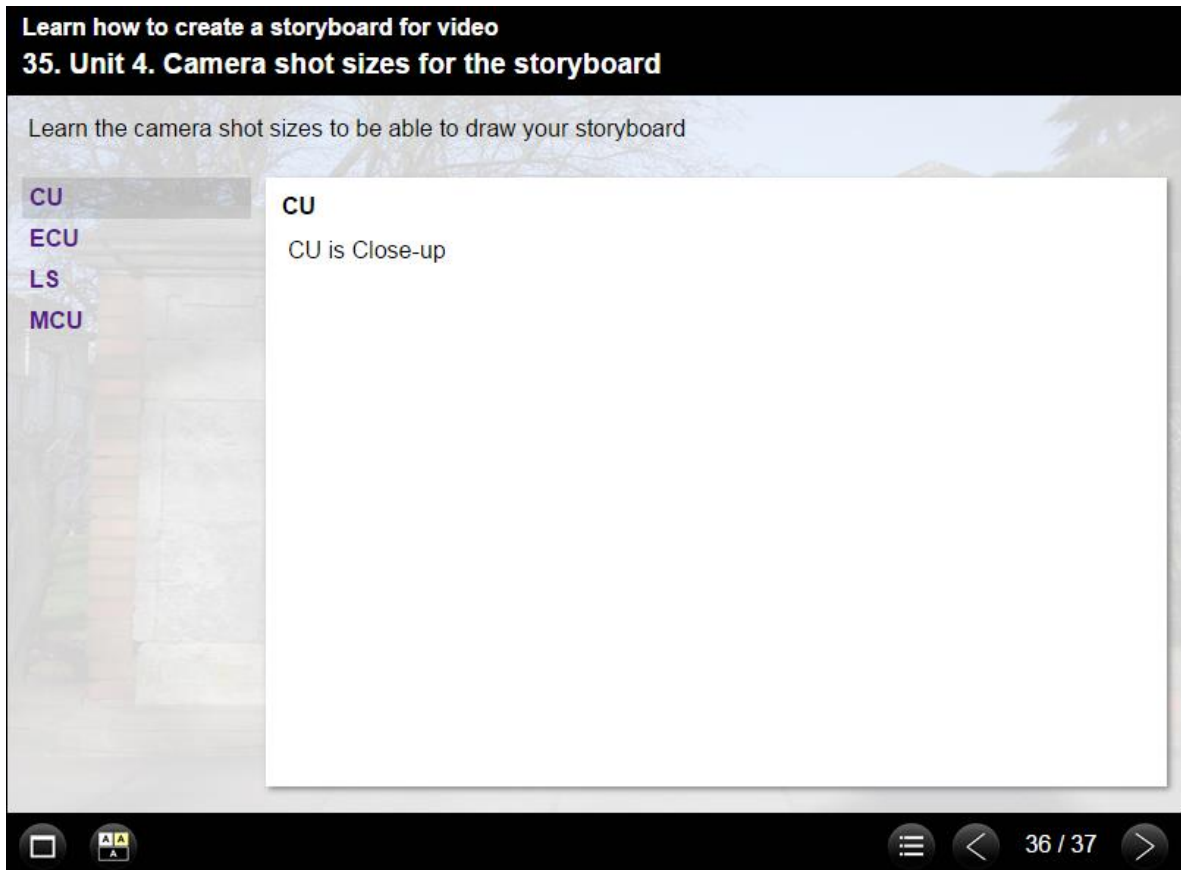
Key the text into the template

Click on New List Item.... and add your text.



Add as many List Items as you need. Then to save click on PUBLISH.

The example below has four list items which are abbreviated text and when selected the full text is displayed. Click on PLAY to preview your e-learning.

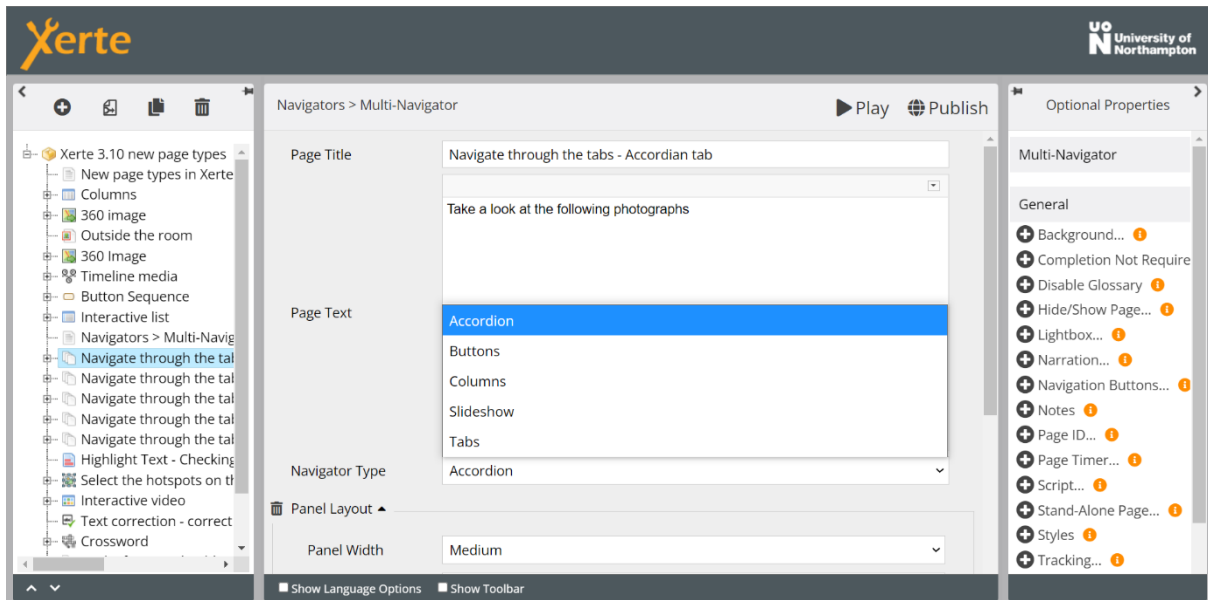


The screenshot shows an e-learning interface with a dark header. The header text reads "Learn how to create a storyboard for video" and "35. Unit 4. Camera shot sizes for the storyboard". Below the header, the main content area has a light background with a blurred image of a staircase. On the left side, there is a vertical list of camera shot sizes: CU, ECU, LS, and MCU. The "CU" item is highlighted with a grey background. To the right of this list, a white box displays the full text for the selected "CU" item: "CU" followed by "CU is Close-up". At the bottom of the interface, there is a black navigation bar containing several icons: a square, a play button, a list icon, a back arrow, the text "36 / 37", and a forward arrow.

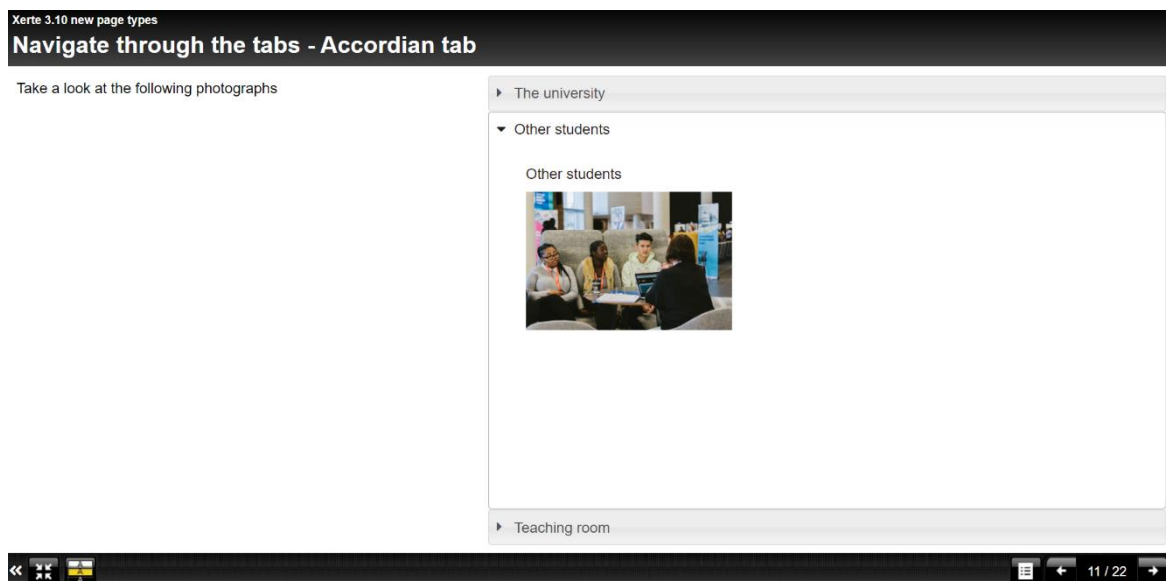
Navigator > Multi-navigator

Navigator – Multi-navigator page type is useful when there is quite a lot of text on the page.

The text can be presented in separate chunks on the screen. Separate chunks of text on the screen minimises the risk of overwhelming end-users with too much text, and it may also reduce scanning and skimming the page and encourage reading.



Accordion display will look like this. The Accordion Navigator will reveal content and is useful if you need a lot of text on one page, but cannot fit it in there.



Button Navigator


Xerte 3.10 new page types

Navigate through the tabs - Button tab

Take a look at the following photographs

The university Other students Teaching room

Other students




Navigation icons: back, forward, search, 12 / 22


Columns Tab


Xerte 3.10 new page types

Navigate through the tabs - Columns tab

Take a look at the following photographs

The university


Other students
Other students


Teaching room
Teaching room


Navigation icons: back, forward, search, 13 / 22

Slideshow

Xerte 3.10 new page types

Navigate through the tabs - Slideshow tab

Take a look at the following photographs

Slide 2 of 3

Other students

Other students



Navigation controls: back, forward, search, 14 / 22, home

Tabs


Xerte 3.10 new page types

Navigate through the tabs - Tabs

Take a look at the following photographs

The university Other students Teaching room

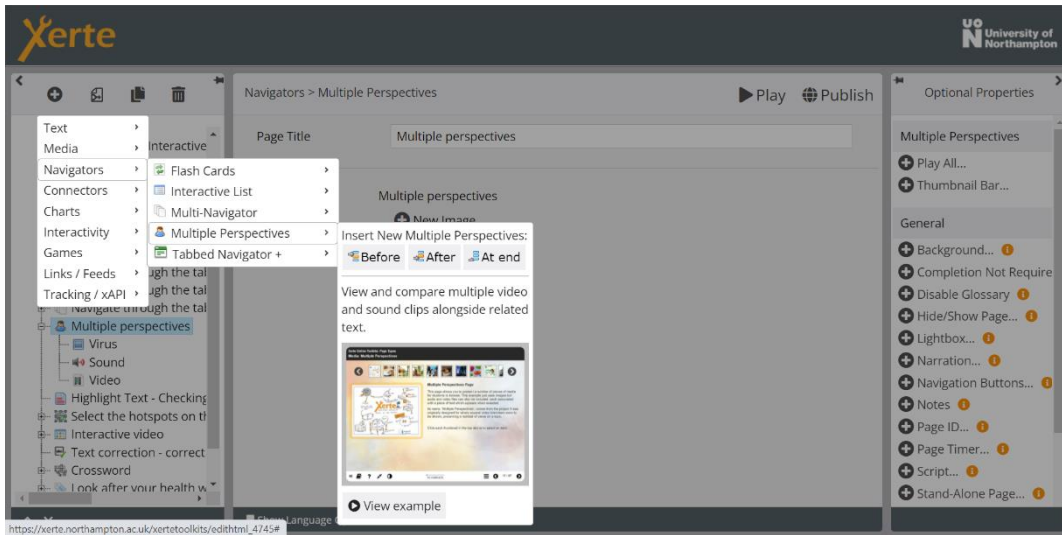
Teaching room



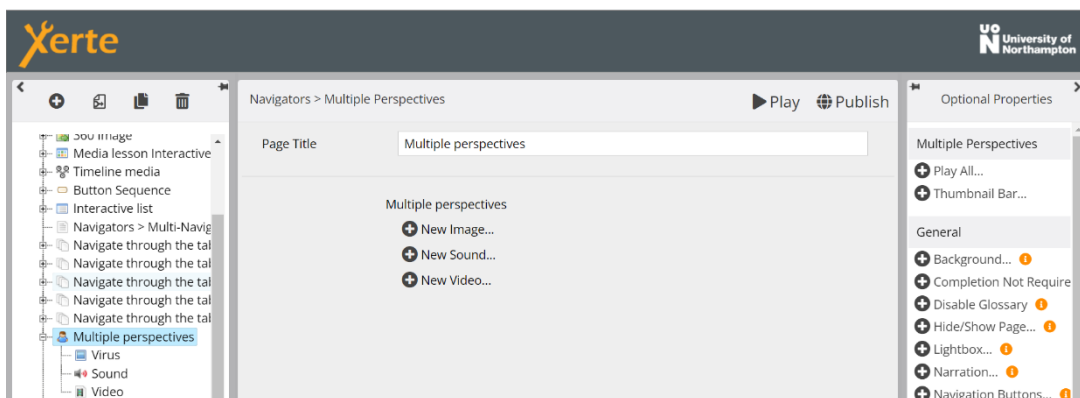
Navigation controls: back, forward, search, 15 / 22, home

Note: The Navigator > Multi-navigator page type replaces the separate Navigator pages previously available in earlier versions of Xerte. They will continue to play in existing Xerte projects.

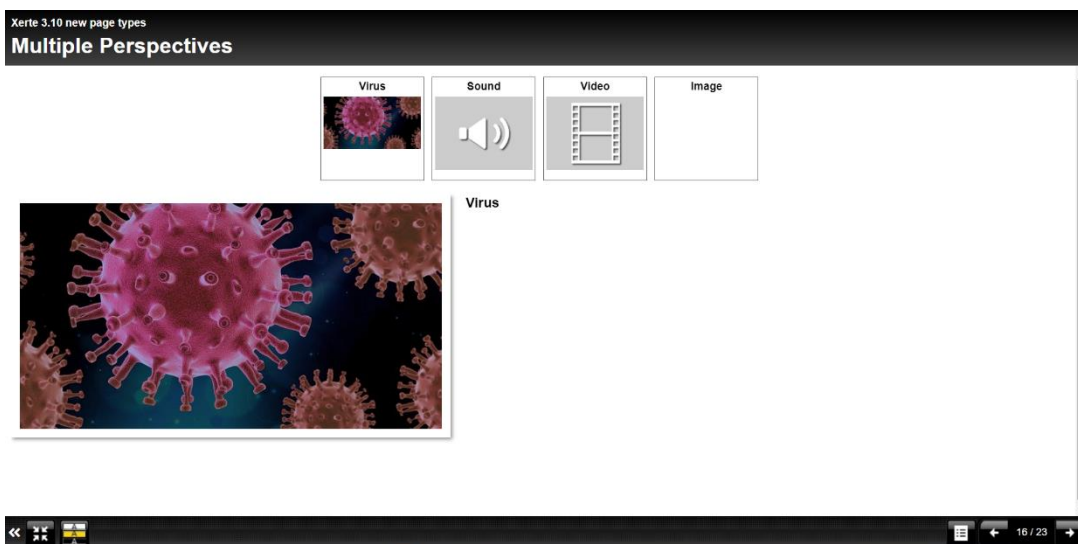
Navigators > Multiple Perspectives



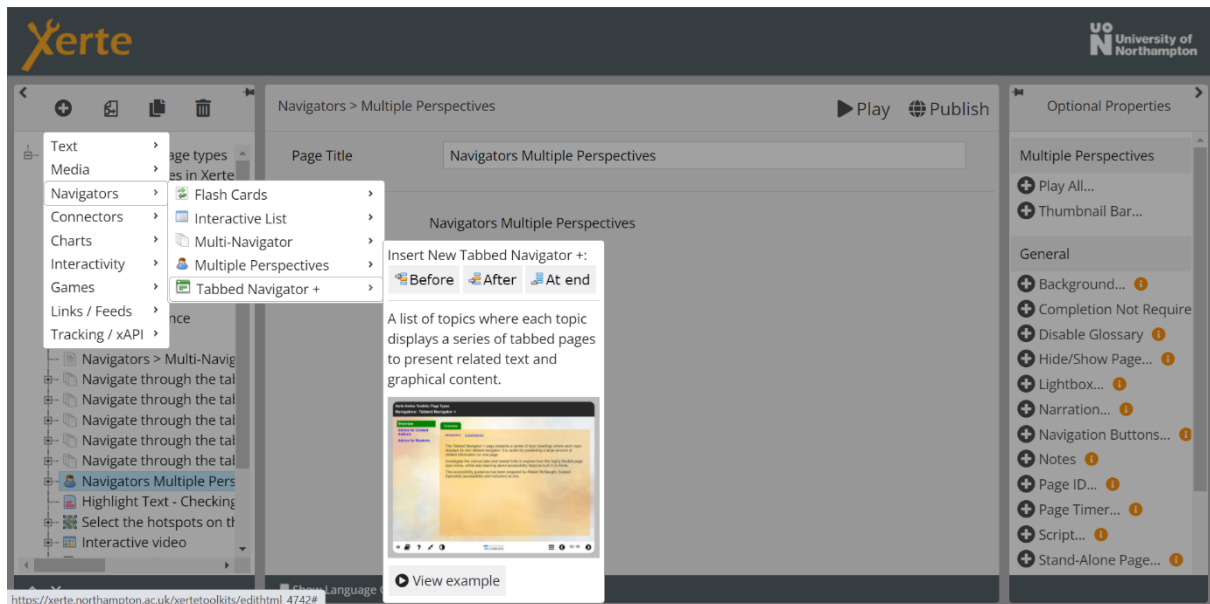
Upload the media to be used in this Multiple Perspectives page by selecting the upload media option in the edit screen.



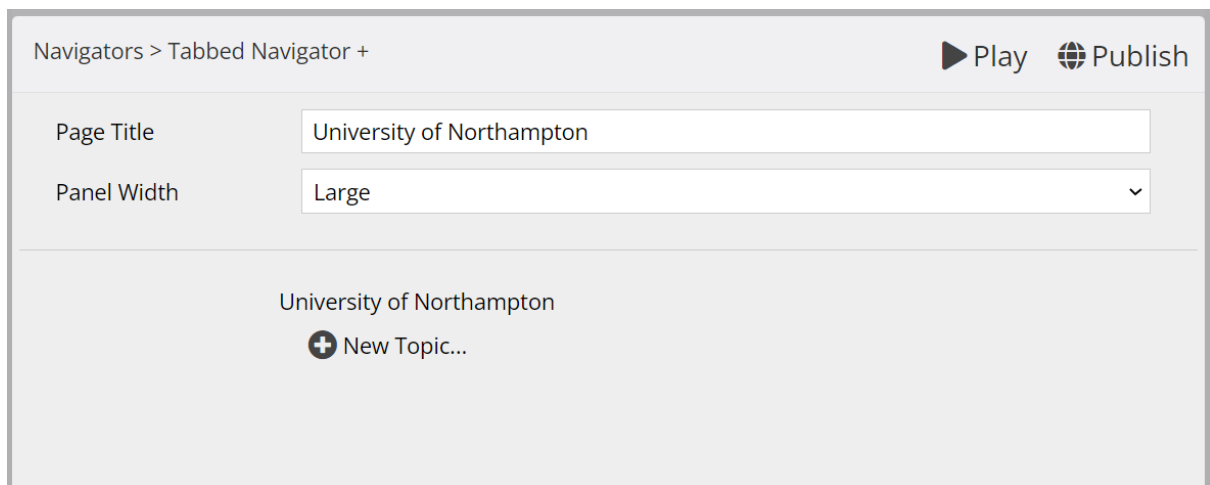
This is what the Multiple Perspectives page looks like.



Navigator > Tabbed Navigator

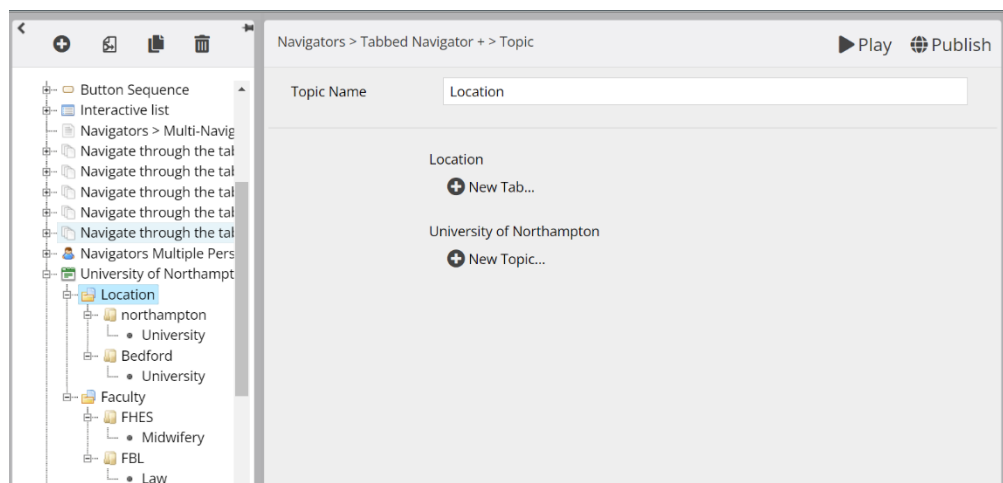


Tabbed Navigators edit screen- key in a title and decide on the panel width to determine the display.

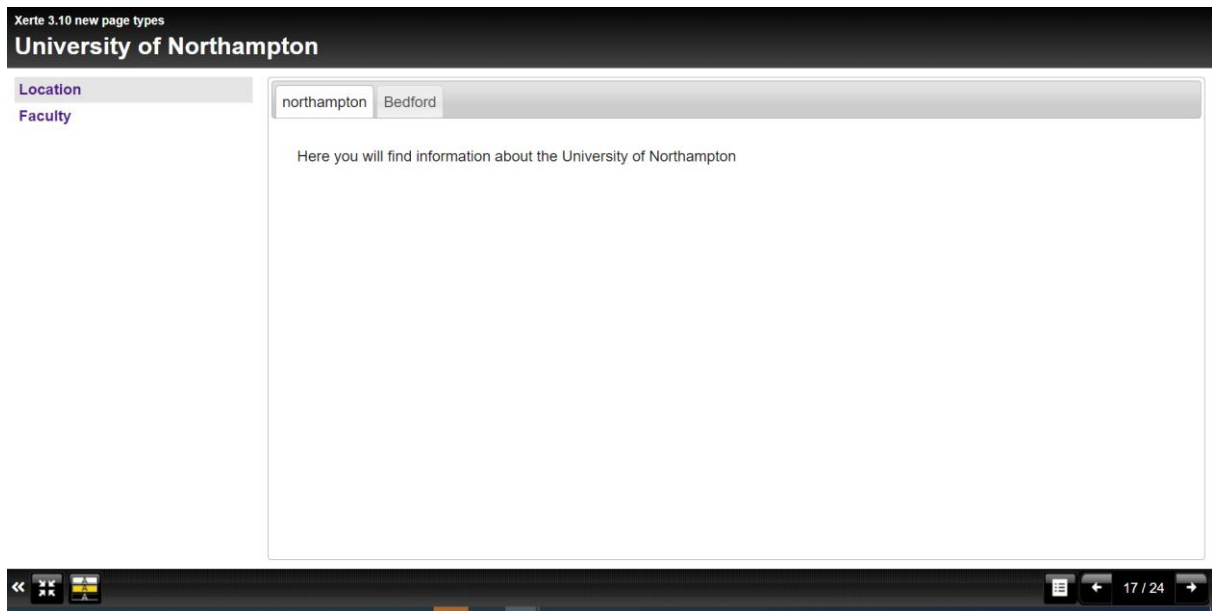


Select + New Topic....

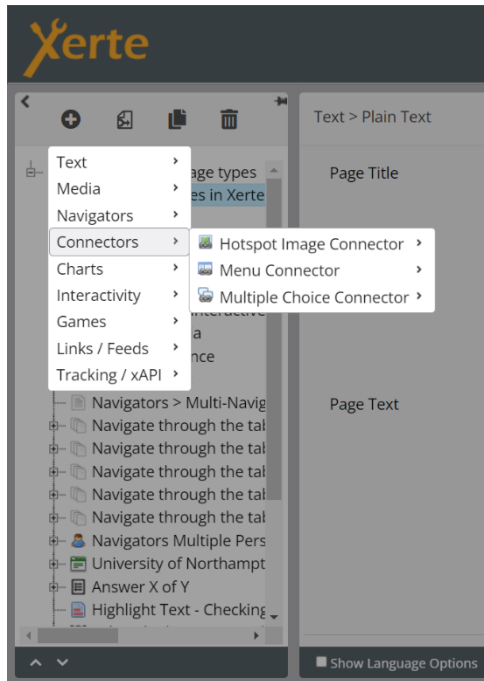
Tabs can be added in the edit screen.



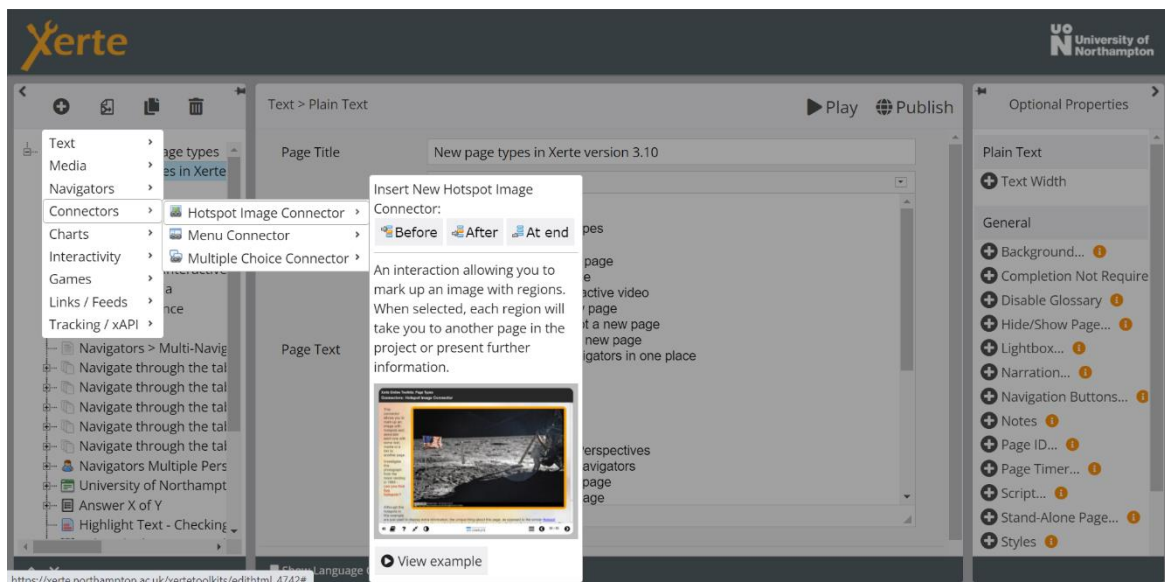
This is what the Tabbed Navigators page looks like



Connectors



This is an interaction allowing you to mark up an image with regions. When selected, each region will take you to another page in the project to present further information.



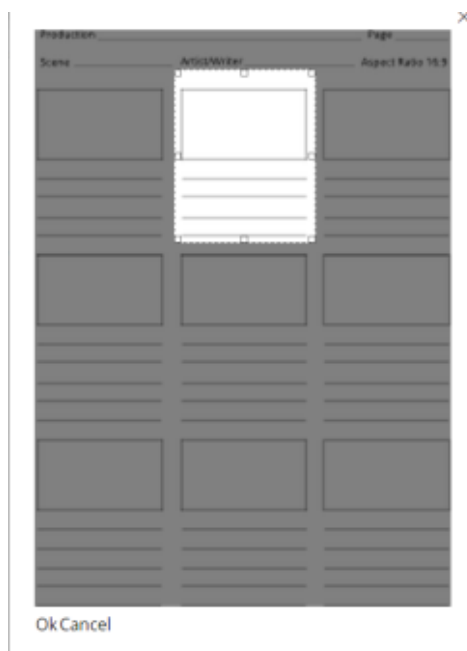
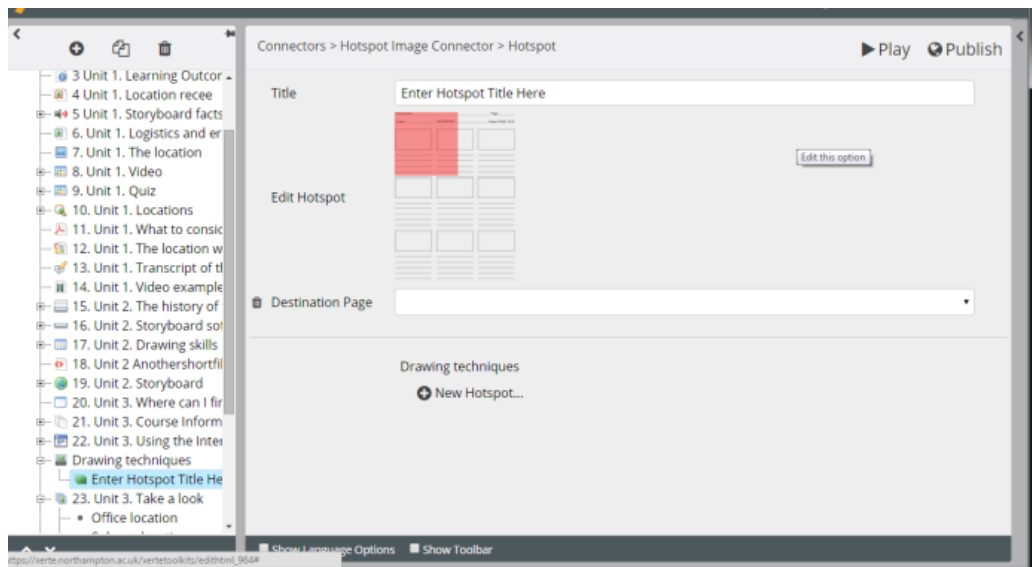
Note: Using 'Hotspot Connector' (previous page) can cause confusion to the user. Please describe on the screen that the action will take them to a different page.

Connectors > Hotspot Image Connector

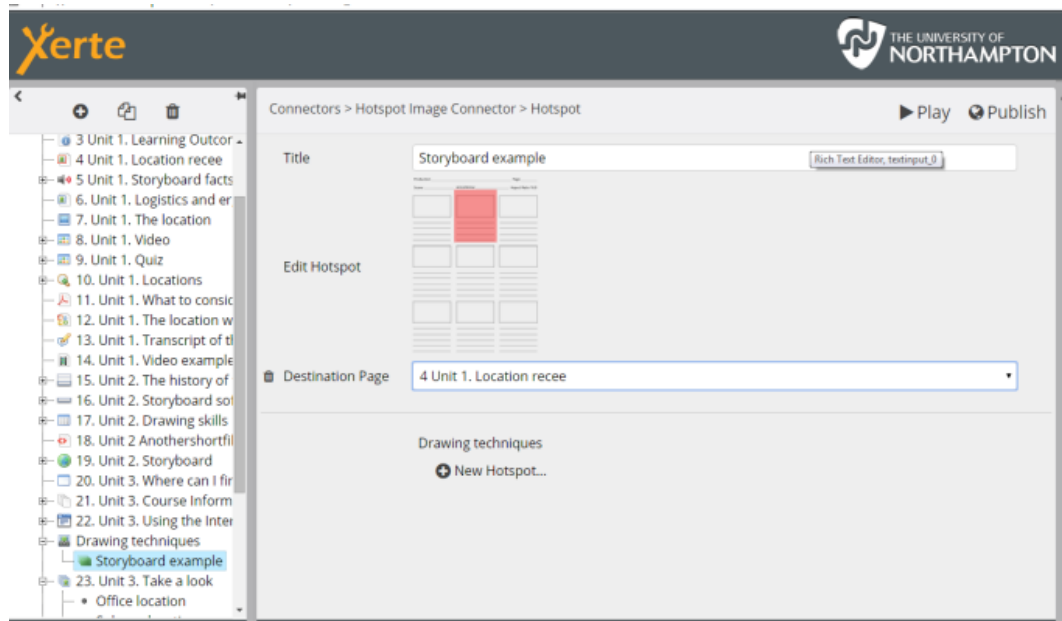
Enter the details in to the template. Upload an image and choose Navigation (I chose forward and back). The hotspot colour is yellow.

You will be asked for the Hotspot title and Destination page.

Click on the image to open the Hotspot and move your selection, then click OK to confirm where the Hotspot is situated on the image.



Select your Destination page for the hotspot to jump to when playing the e-learning. In this case, I have chosen to link back to 4. Unit 1. Location recee. Click PUBLISH to save and PLAY to preview.

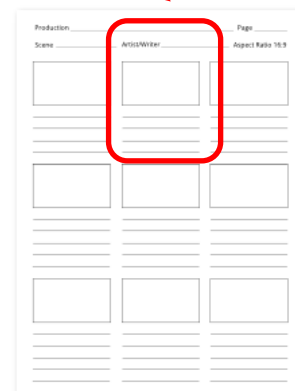


The result is shown below. This area on the storyboard is set for the Hotspot. Clicking on it will enable you to jump to the Unit specified.

Learn how to create a storyboard for video
24. Uni 3. Drawing techniques

Here we discover what works and what doesn't. The Director of Photography and Director needs to work with the storyboard artist so that the team understand what the storyboard shows. At the storyboard stage, the storyboard artist needs to refer to the location recee found in 4. Unit 1. Location recee.

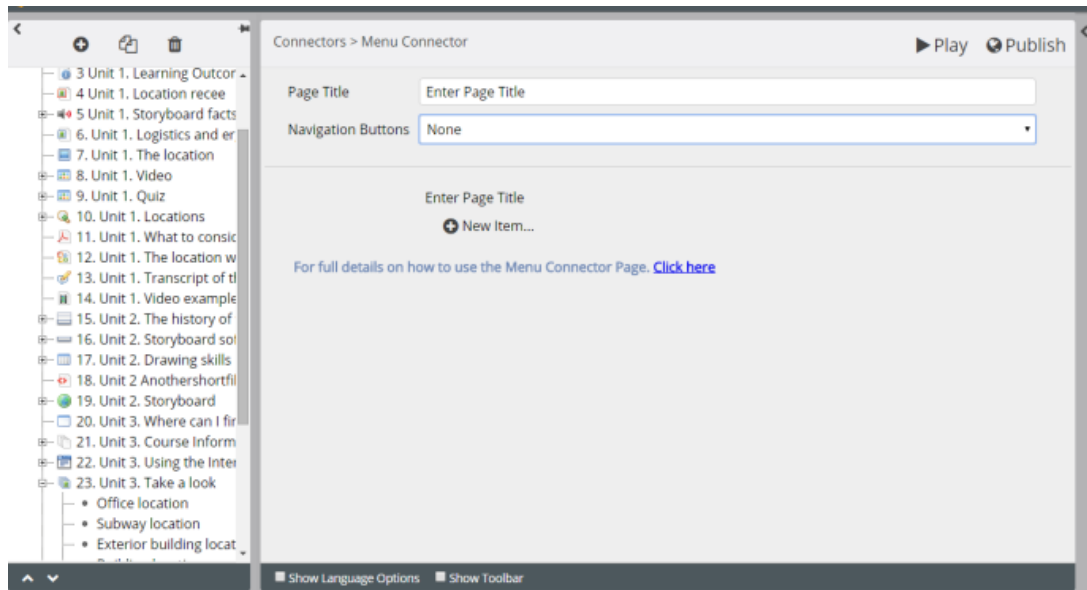
To quickly jump to this unit hover your mouse over the storyboard image opposite and click when the mouse pointer shows a hand icon.



Note: Using 'Hotspot image Connector' can cause confusion to the user. Please describe on the screen that the action will take them to a different page if this is how you intend to use it.

Connectors > Menu Connector

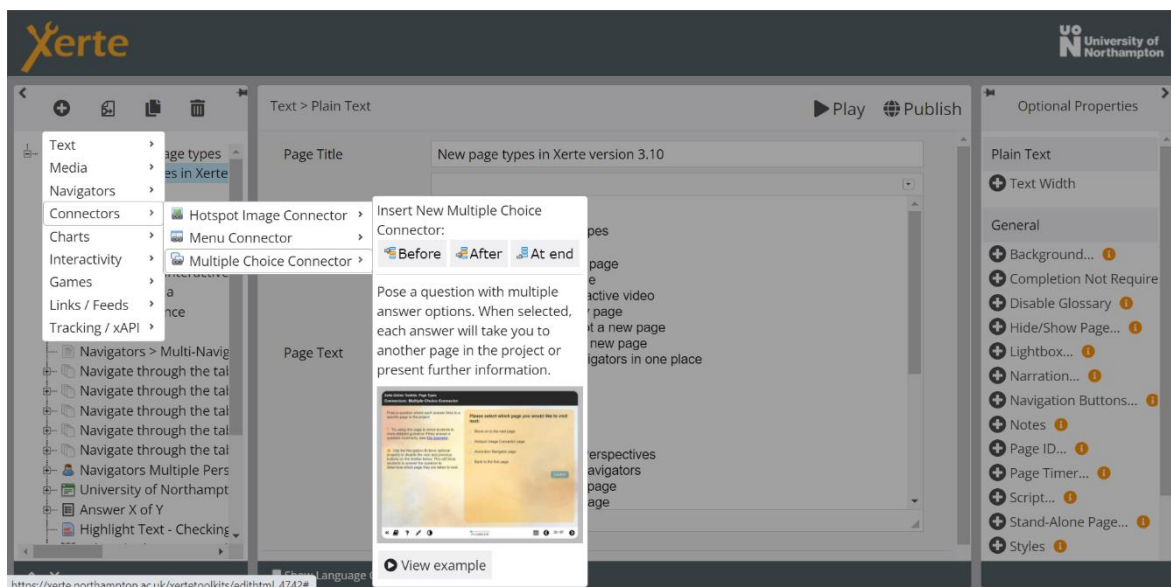
To generate a menu of all, or of a selected range of pages in the project.



Thus, you can now divert the user off the sequential route defined by the order in which you list your pages.

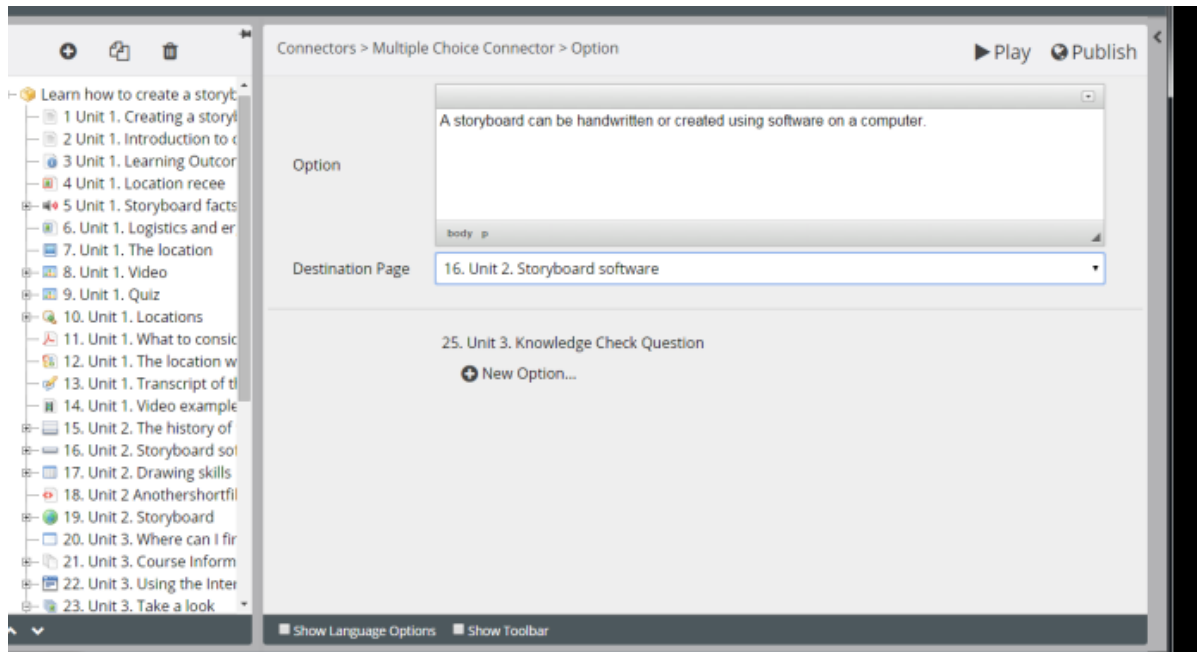
Connectors > Multiple Choice Connector

You can ask a question with multiple answer options and when the user clicks on the answer, they will be jumped to the relevant page where a full answer in more detail is shown.

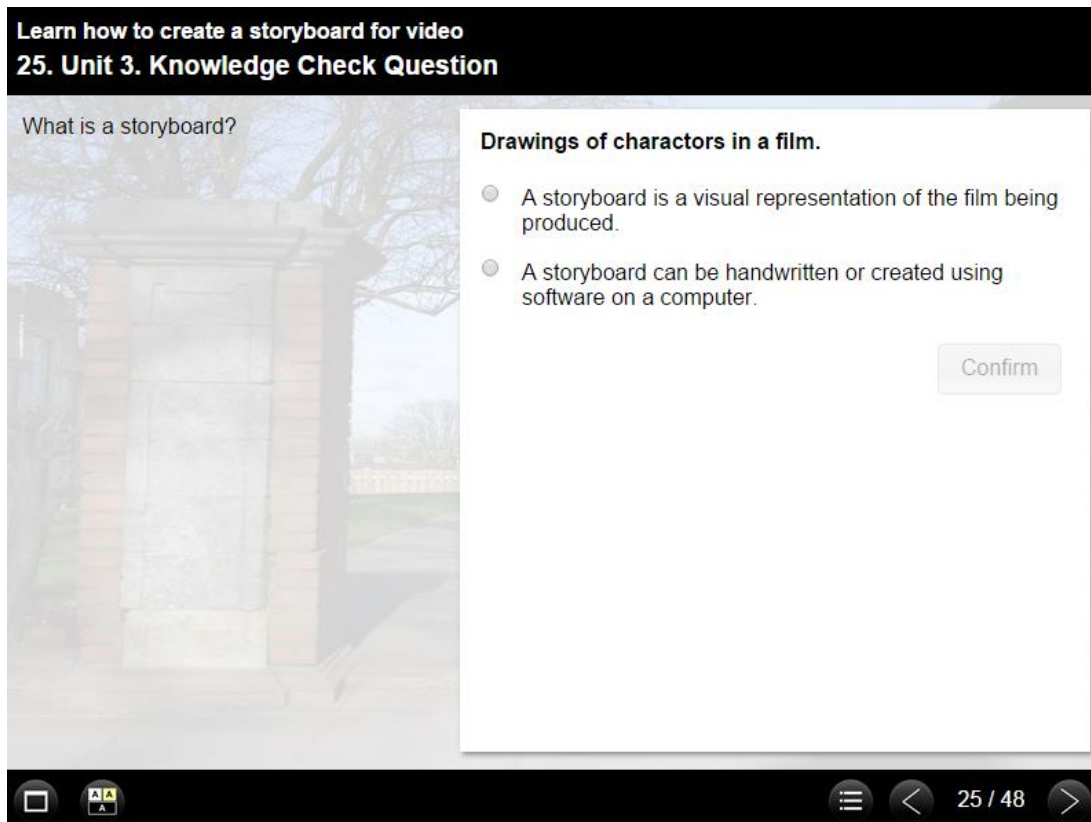


This is a useful Knowledge Check tool which does not require grading.

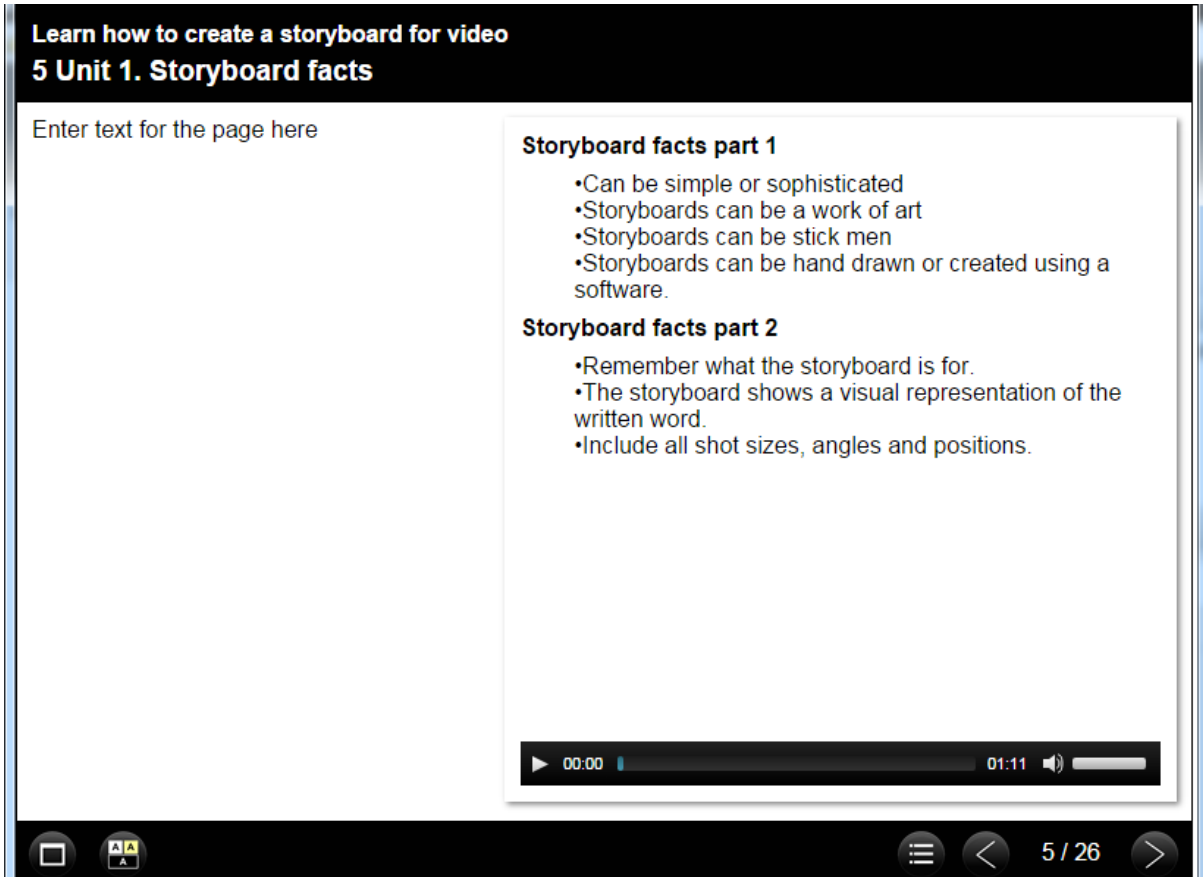
A question and two answer prompts have been entered in to this example.



Click on the answer and press Confirm.



I set my answer to jump back to: 5. Unit 1. Storyboard Facts (as shown below). **Note: Using 'Multiple Choice Connector' can cause confusion to the user. Please describe on the screen that the action will take them to a different page.**



The screenshot shows a video player interface. At the top, a black header contains the text "Learn how to create a storyboard for video" and "5 Unit 1. Storyboard facts". Below the header, the main content area is split into two columns. The left column has a text input field with the placeholder "Enter text for the page here". The right column contains two sections of text:

Storyboard facts part 1

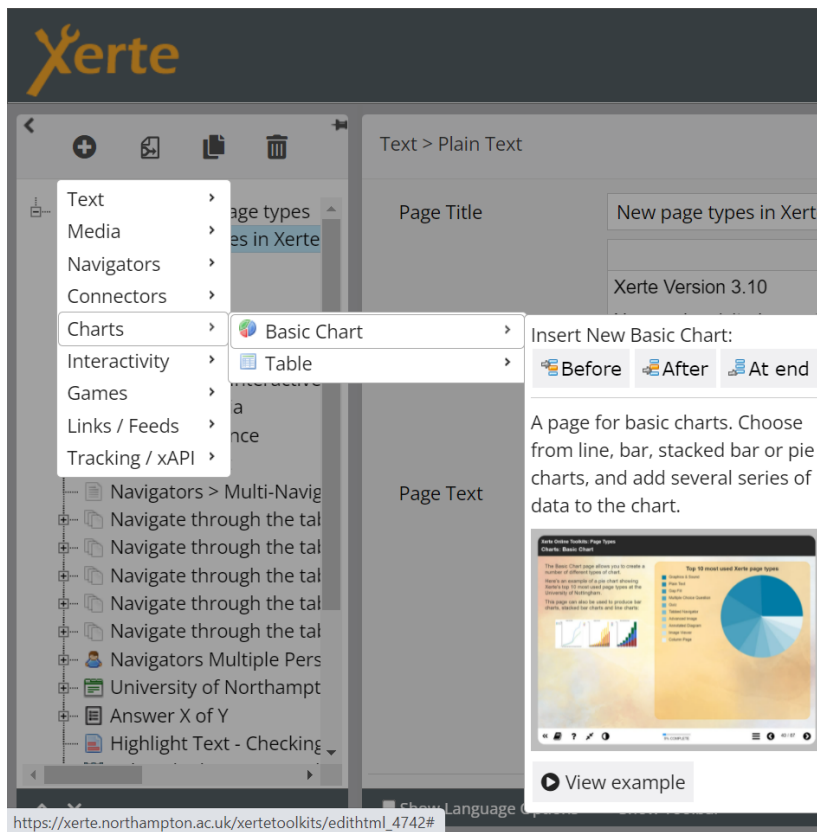
- Can be simple or sophisticated
- Storyboards can be a work of art
- Storyboards can be stick men
- Storyboards can be hand drawn or created using a software.

Storyboard facts part 2

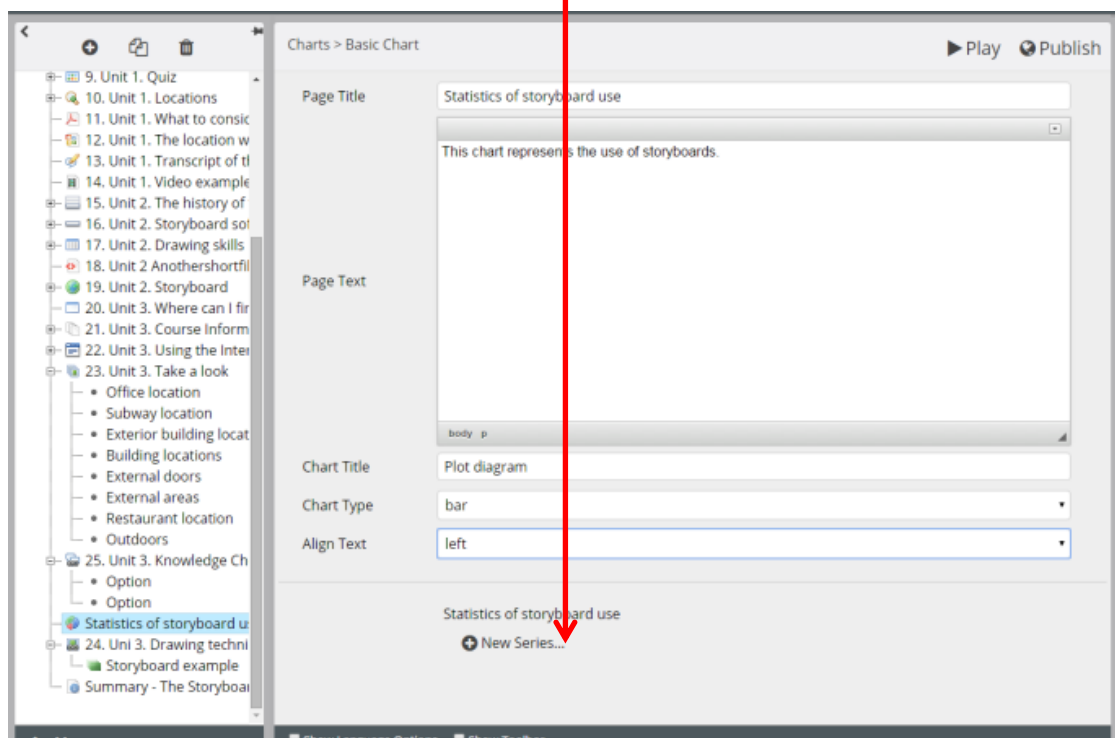
- Remember what the storyboard is for.
- The storyboard shows a visual representation of the written word.
- Include all shot sizes, angles and positions.

At the bottom of the video player, there is a progress bar showing "00:00" and "01:11", a volume icon, and a full-screen icon. Below the video player, there is a navigation bar with icons for home, search, and navigation, and the text "5 / 26".

Charts > Basic Chart



Complete the dialog box prompts. Click on New Series.



Data shown in a graph.

Learn how to create a storyboard for video
26. Unit 3. Statistics of storyboard use

This chart represents the use of storyboards.

Plot diagram

■ Plot diagram
 ■ Storyline

NaN

0 Plot

26 / 48

Charts > Tables

Xerte

Text > Plain Text

Page Title: New page types in Xerte

Xerte Version 3.10

New and revisited page types

Page Text

Insert New Table:

Before After At end

A page for basic tables.

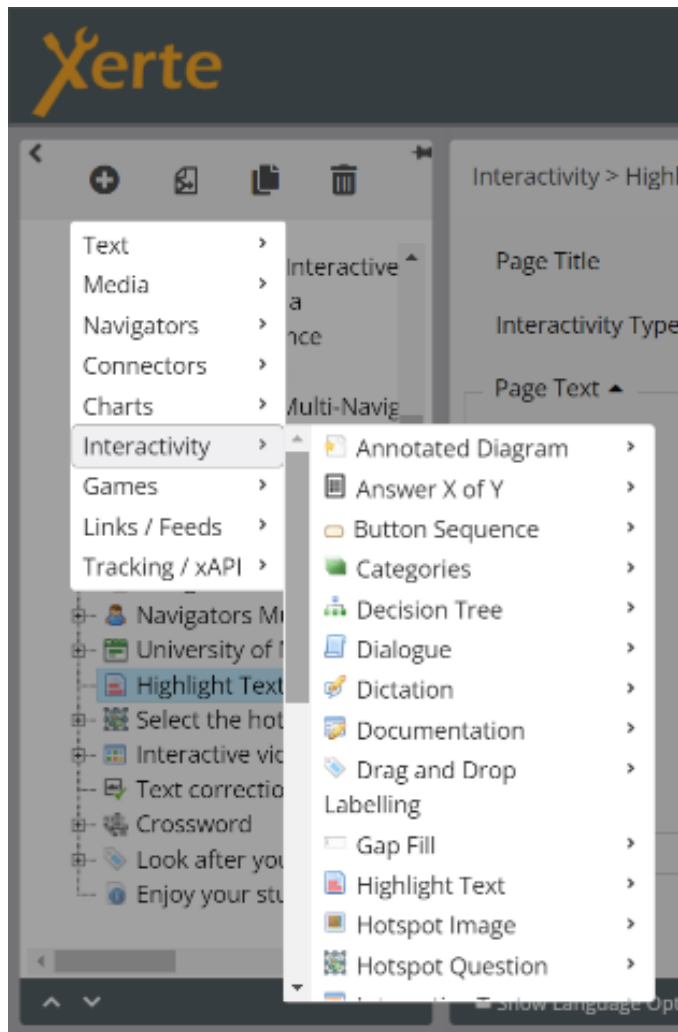
University of Northampton Student Progression 2019/20 (GBP)	2019	2020	2021
Enrollment	20,000	20,000	20,000
International	25,000	25,000	25,000
Programme length	4,000	4,000	4,000
Programme research	2,000	2,000	2,000
Other fees	500	500	500
Totals	28,000	28,000	28,000

View example

Language Options Show Toolbar

https://xerte.northampton.ac.uk/xertetoolkits/edithtml_4742#

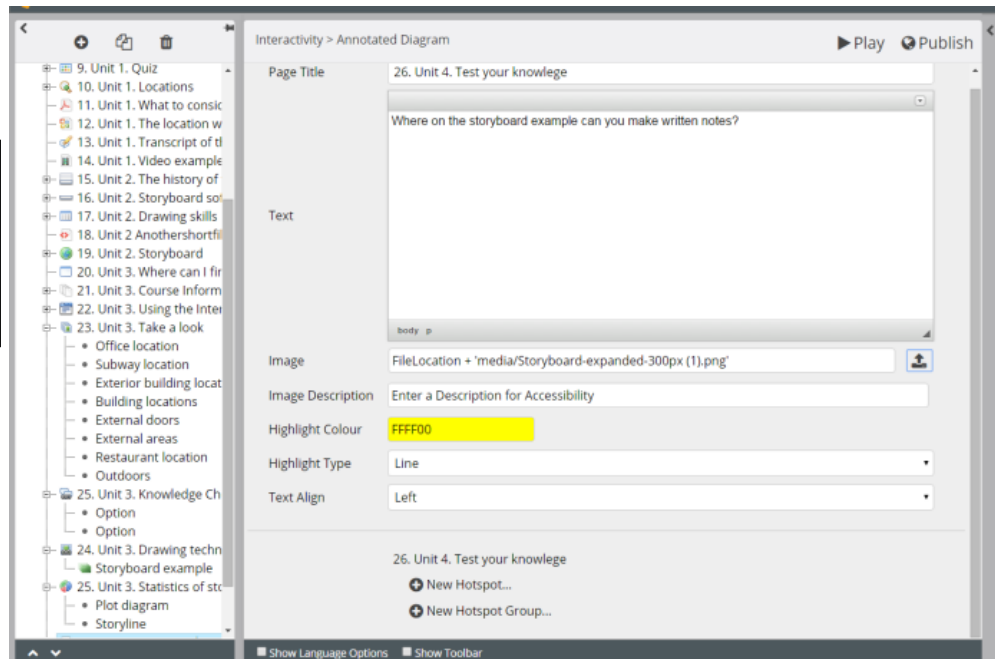
Interactivity



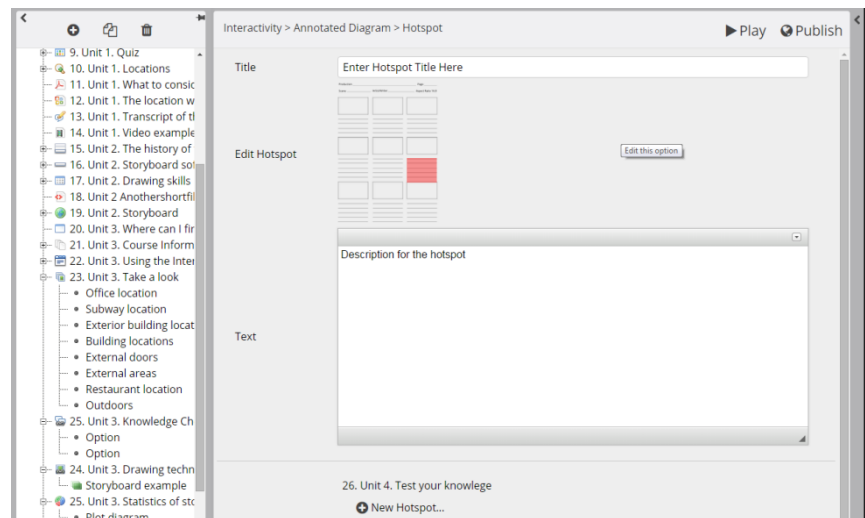
There are many activities to choose from. Use these for knowledge checks.

Interactivity > Annotated diagram

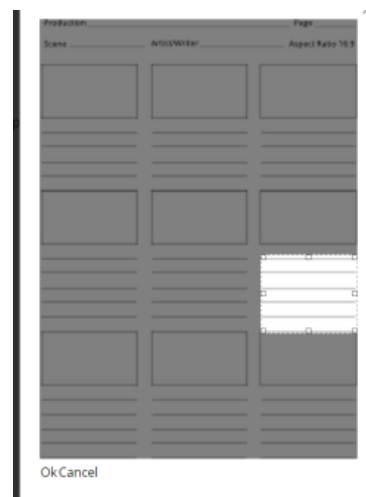
Enter the content and the image.



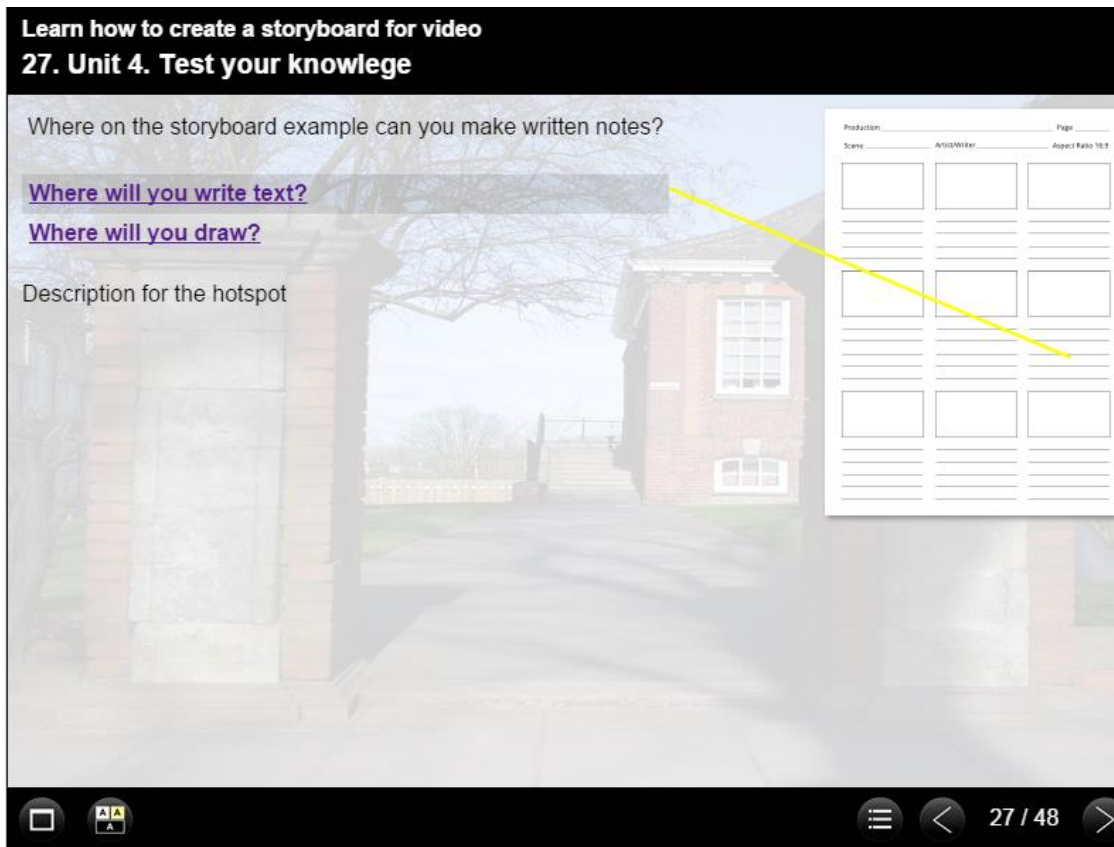
Click on the image to make your hotspot.



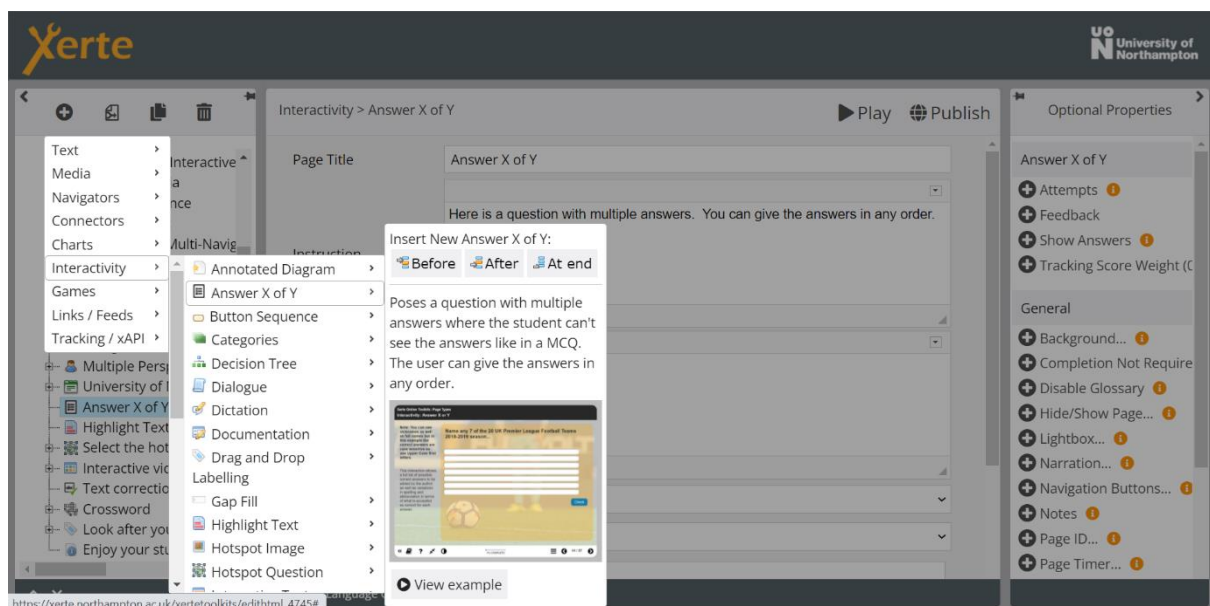
Drag the area smaller or bigger.
Click on OK bottom left.
Add New Hotspots



The result – the answer is revealed.

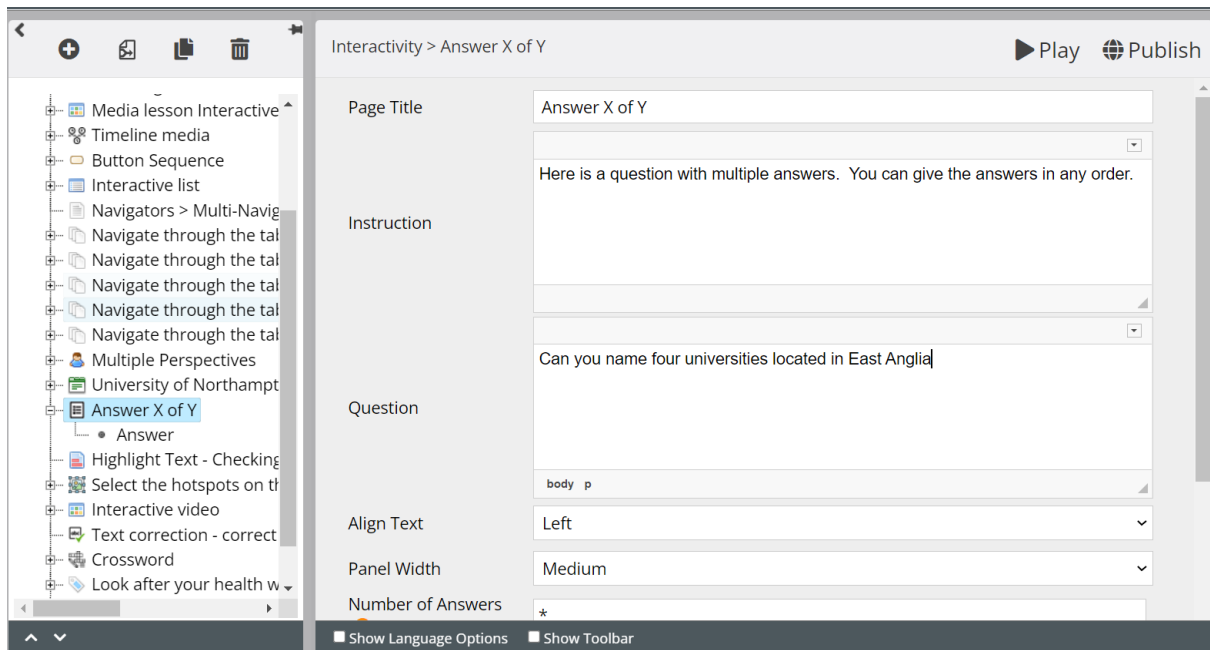


Interactivity > Answer X of Y

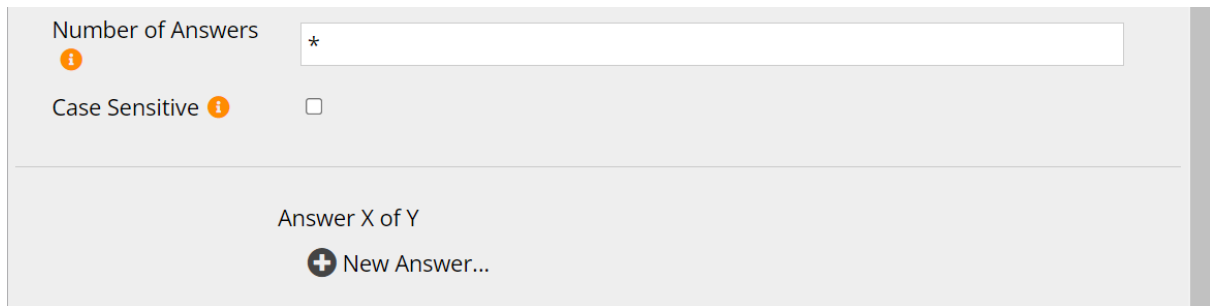


Screenshot of page type called Interactivity Answer X of Y where the end-user has to provide the correct multiple answers which can be entered in any order.

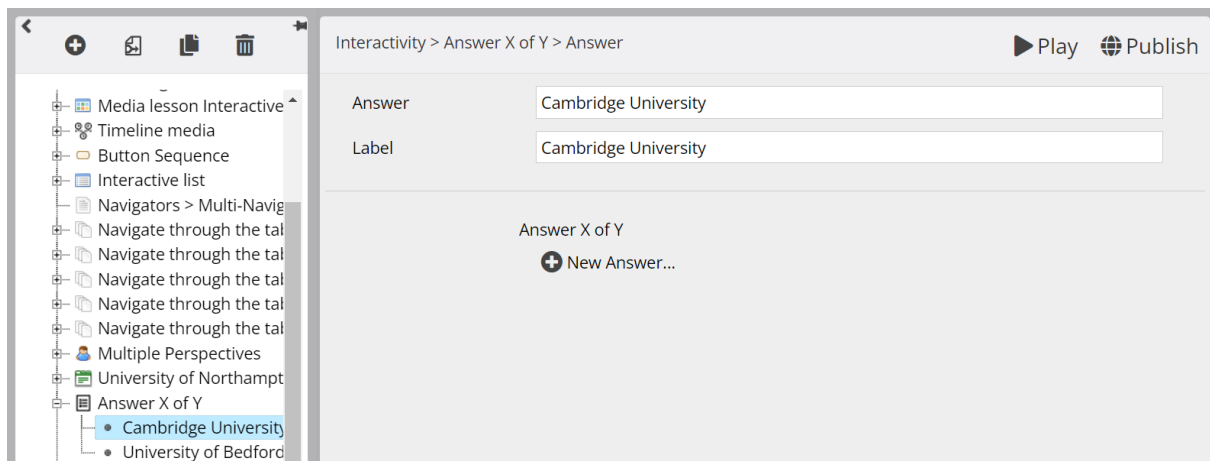
Write the question and the answers on the edit screen.



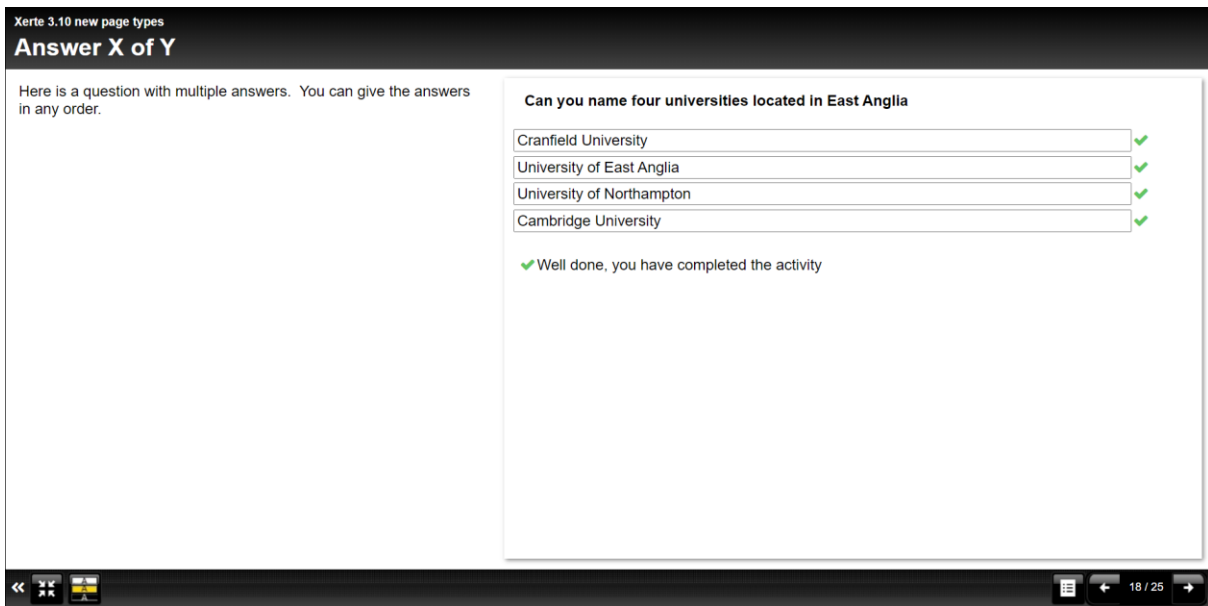
Scroll down the screen to see the option + New Answer.... Select this option to key in the answers.



Key in the answers in the Answer and Label text area.



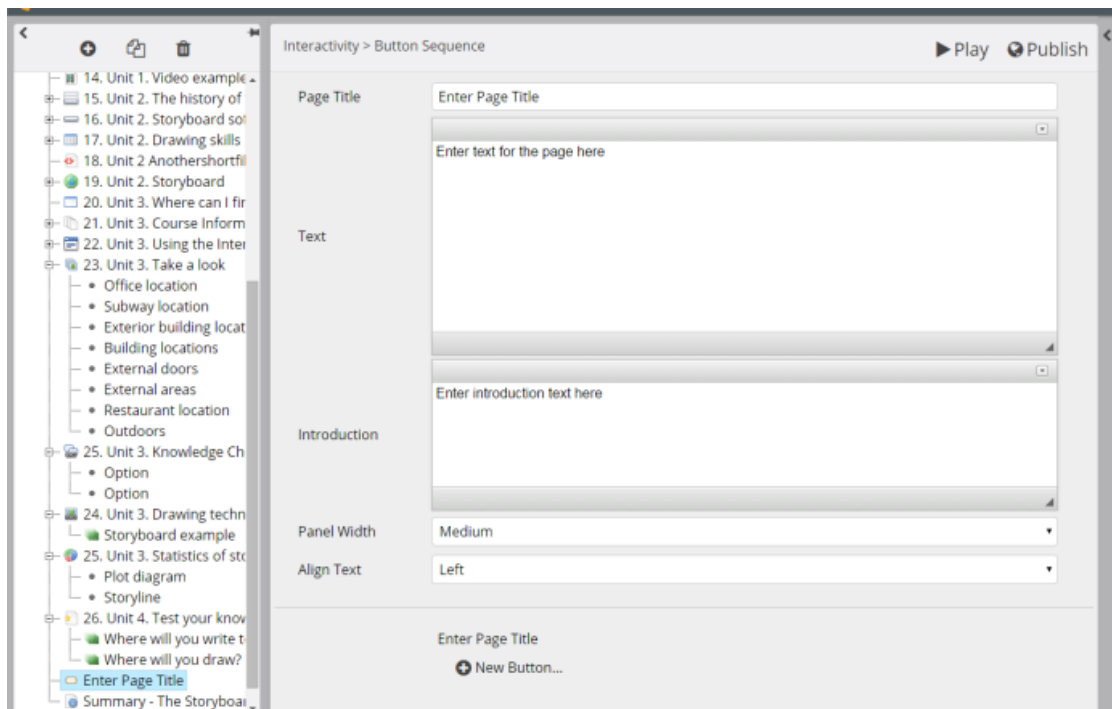
The page looks like this.



The screenshot shows a user interface for a 'Answer X of Y' activity. On the left, there is a text area with the instruction: 'Here is a question with multiple answers. You can give the answers in any order.' On the right, a question is displayed: 'Can you name four universities located in East Anglia'. Below the question are four input fields, each containing a university name and a green checkmark to its right: 'Cranfield University', 'University of East Anglia', 'University of Northampton', and 'Cambridge University'. Below these fields, a green checkmark and the text 'Well done, you have completed the activity' are visible. At the bottom of the interface, there are navigation icons and a page indicator showing '18 / 25'.

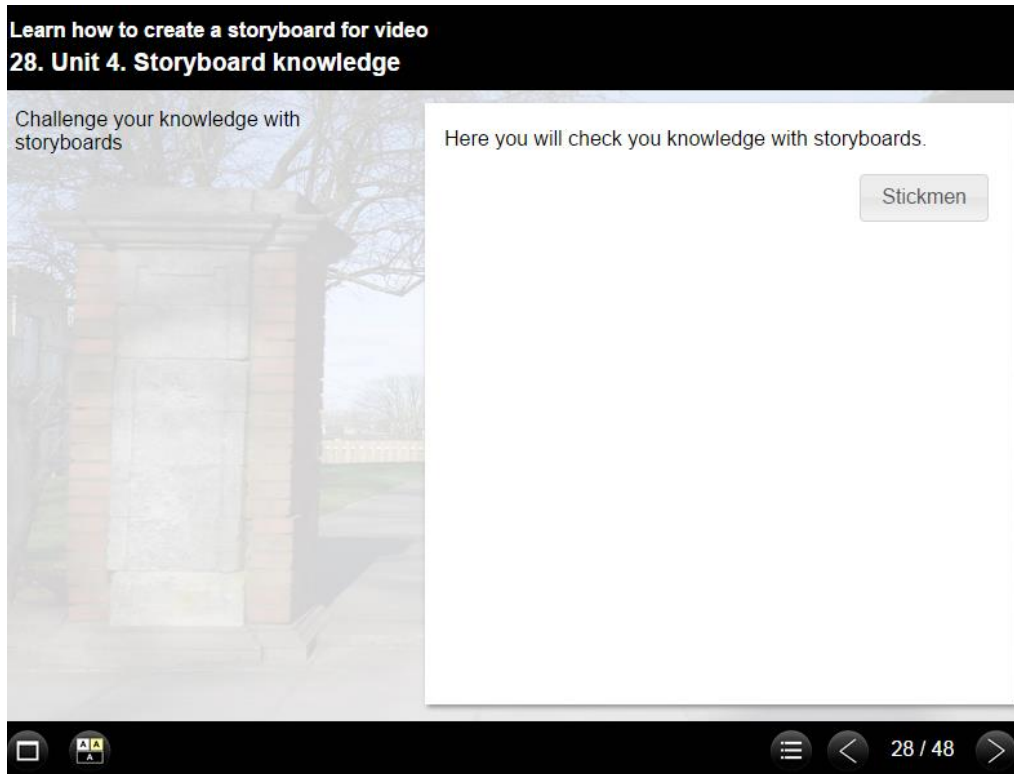
Interactivity > Button Sequence

Presents a sequence of button interactions with text. Enter content and click on New Button.

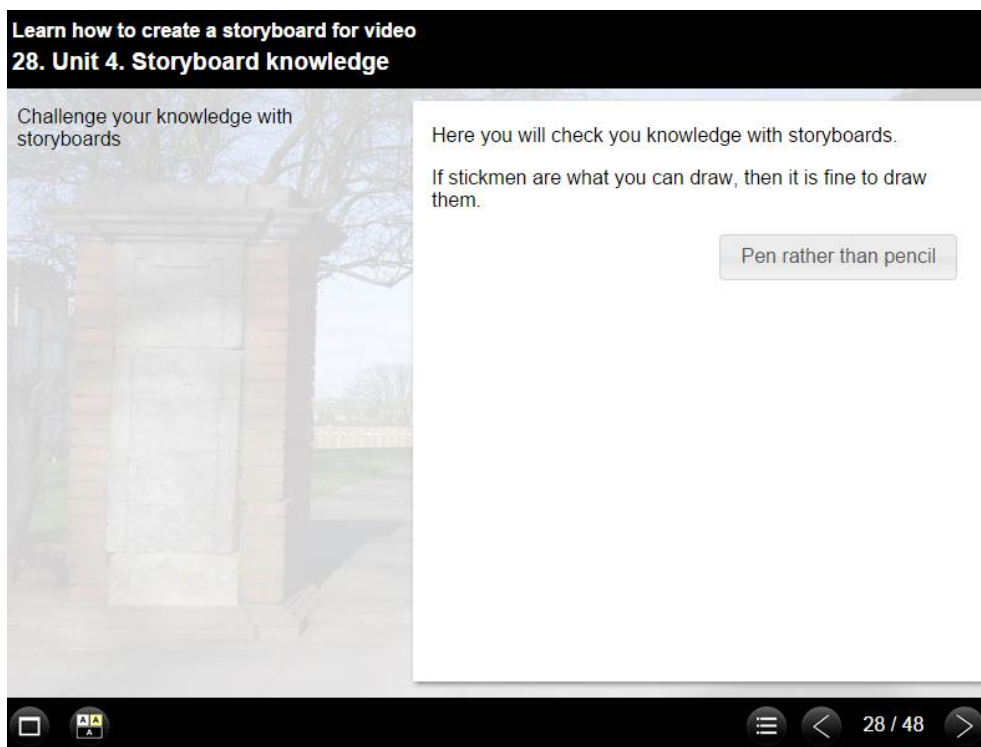


Interactivity > Button

Clicking on the button will reveal the text you have entered here.

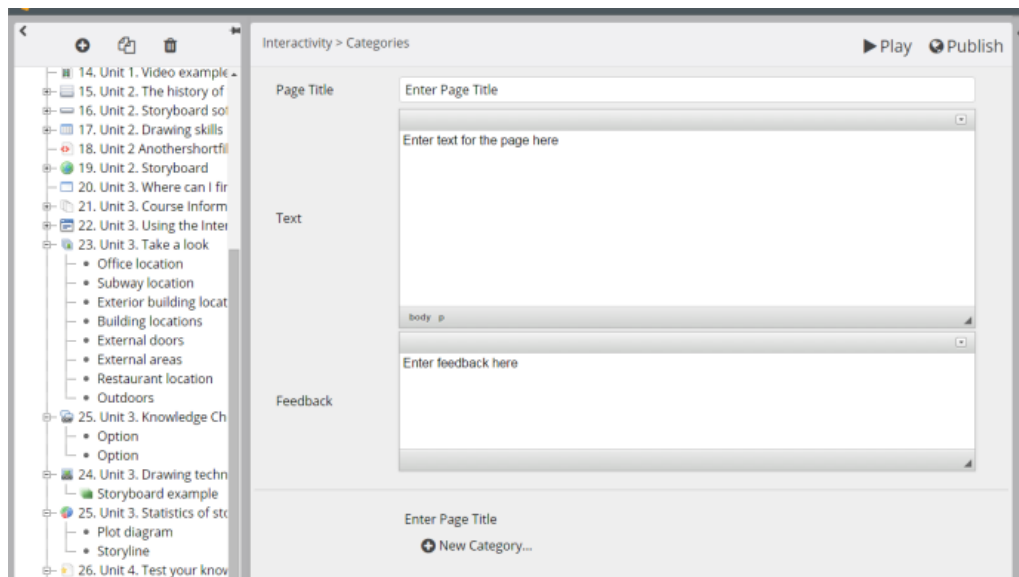


Example, clicking on Stickmen revealed the text and the next button to click on is revealed. Please see screenshot below.



Interactivity > Categories

An interaction which allows the user to sort the answers in to a number of categories.

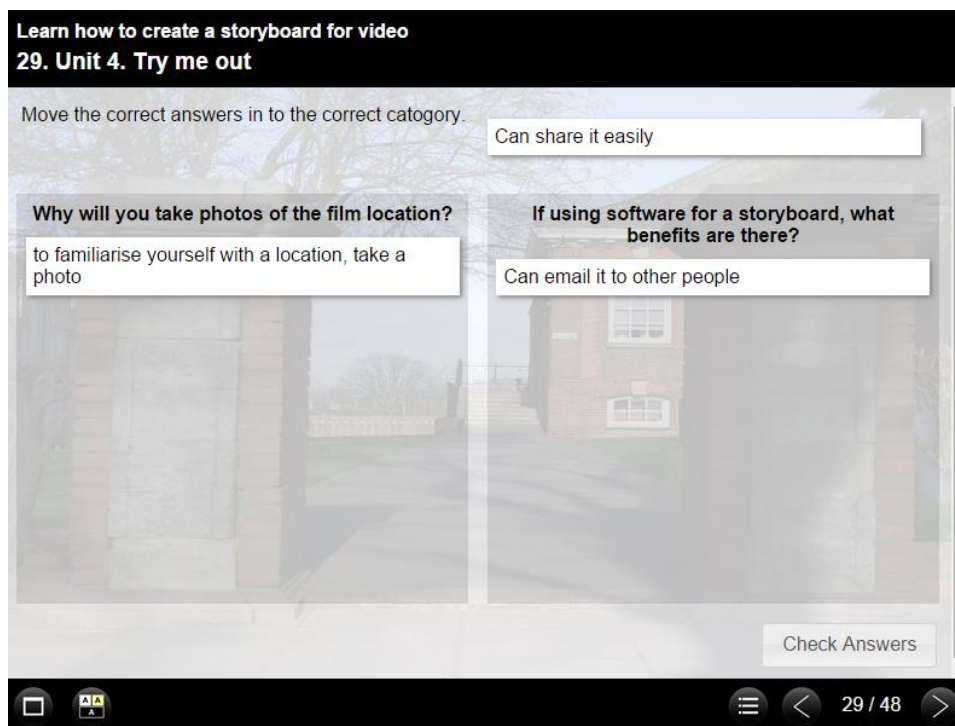


Enter the content and click on New Category.

Category is the question.

Item is the options to drag under the Category. For two columns, create two categories.

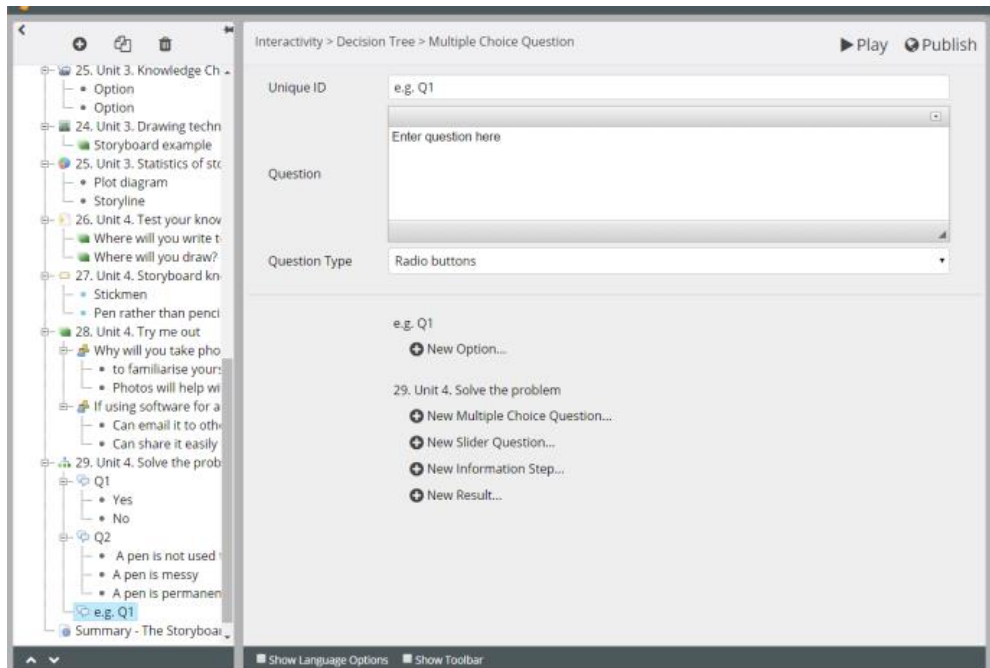
The result shows two question prompts in separate columns. Drag the answer under each column.



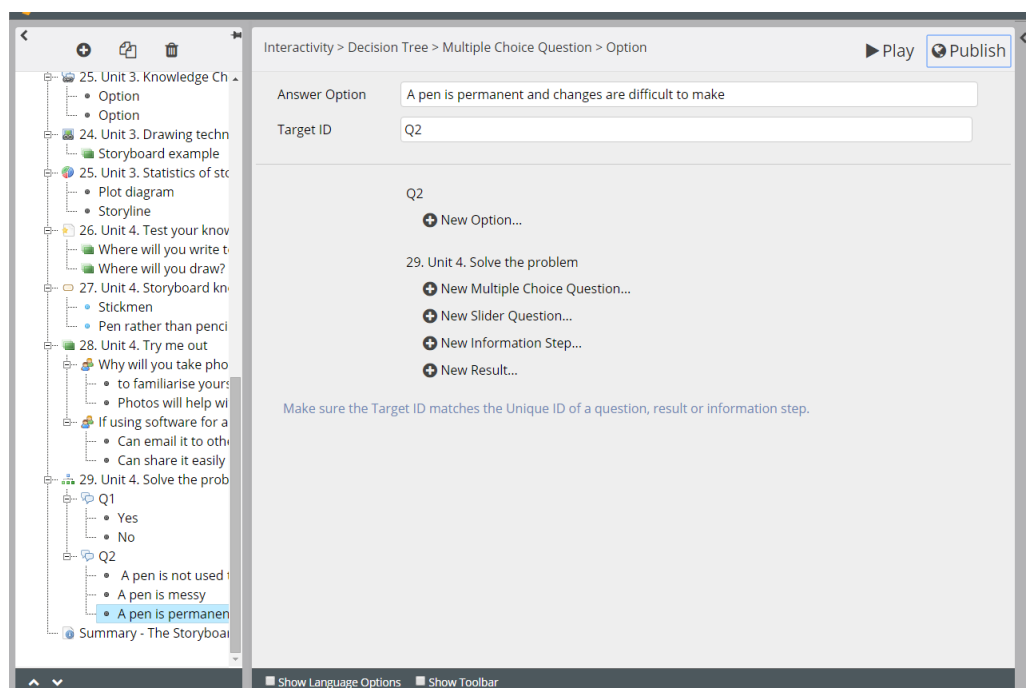
Interactivity > Decision Tree

Find a solution to a problem by answering a series of questions.

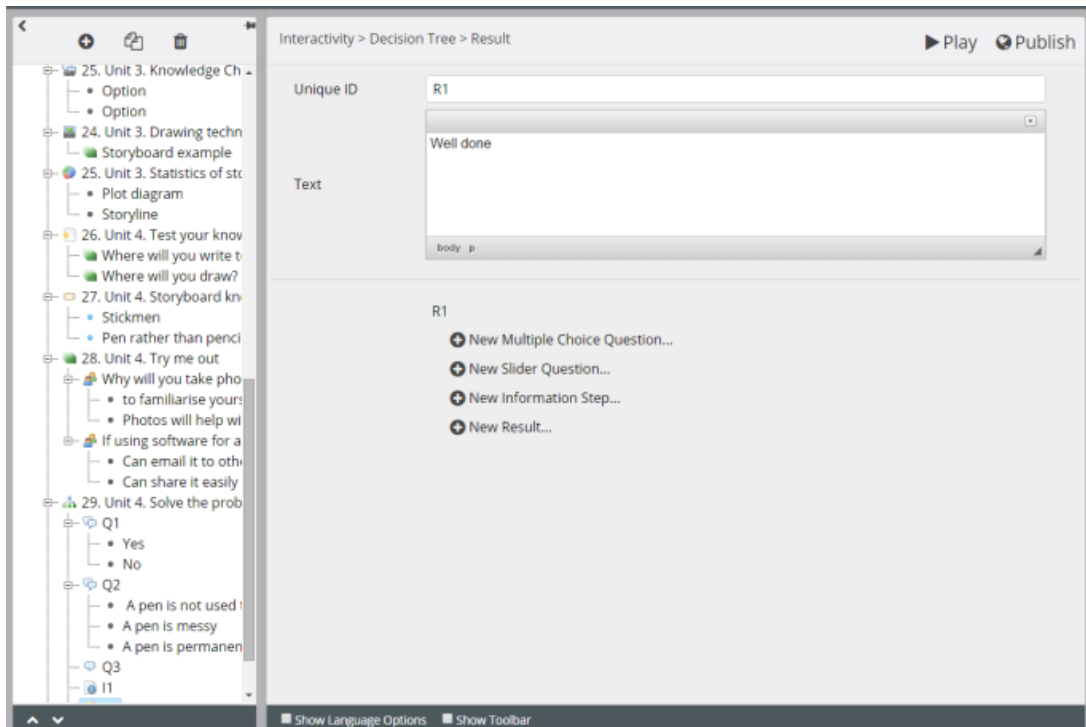
When using this option, select your question type. The multiple-choice question has been used in the example below.



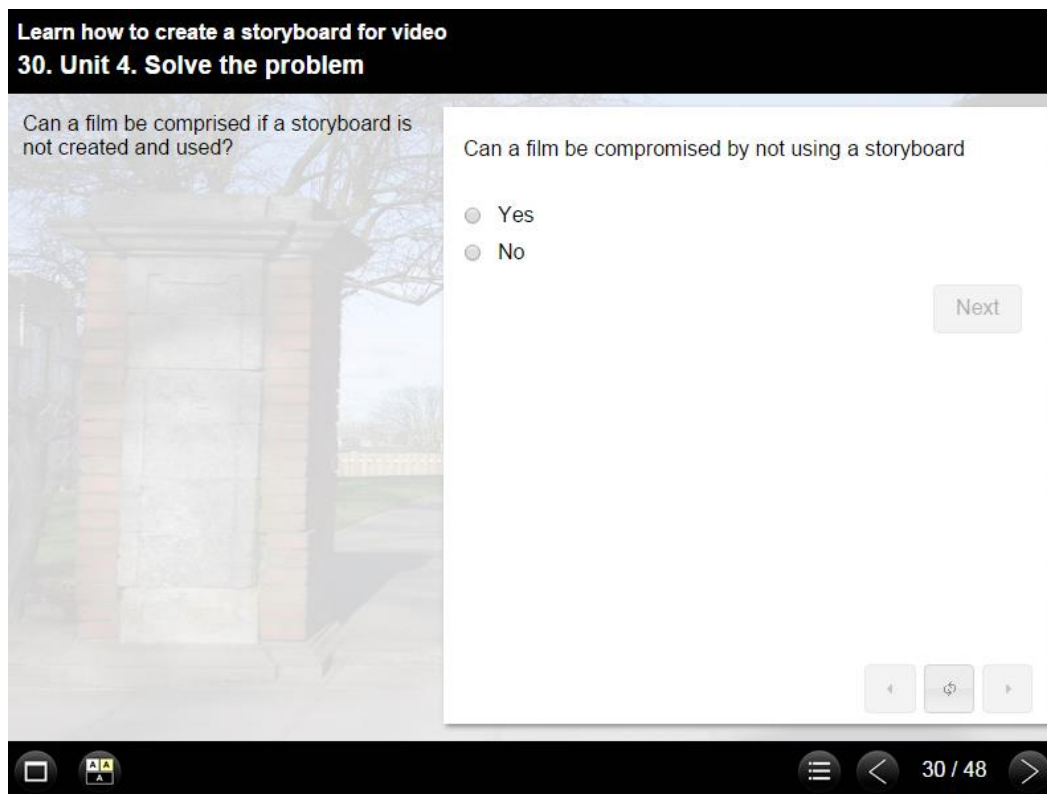
Change the Unique ID to Q1 for example. Key the answer in and link it to the next question by keying in the question ID, eg Q2 as Q2 is the next.



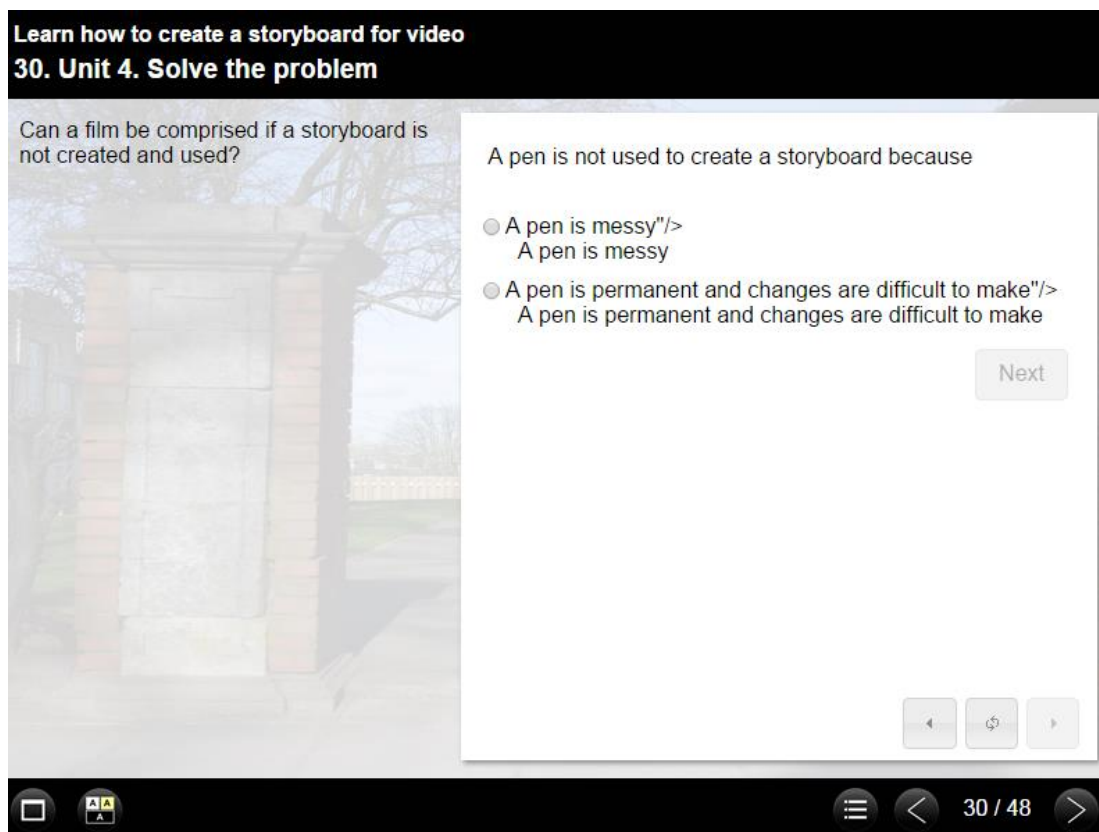
New Information Step.....make sure the ID entered is the next ID reference, to form a forward moving sequence.



The result is as follows:



Answer YES or NO and click NEXT for the next question.



Learn how to create a storyboard for video
30. Unit 4. Solve the problem

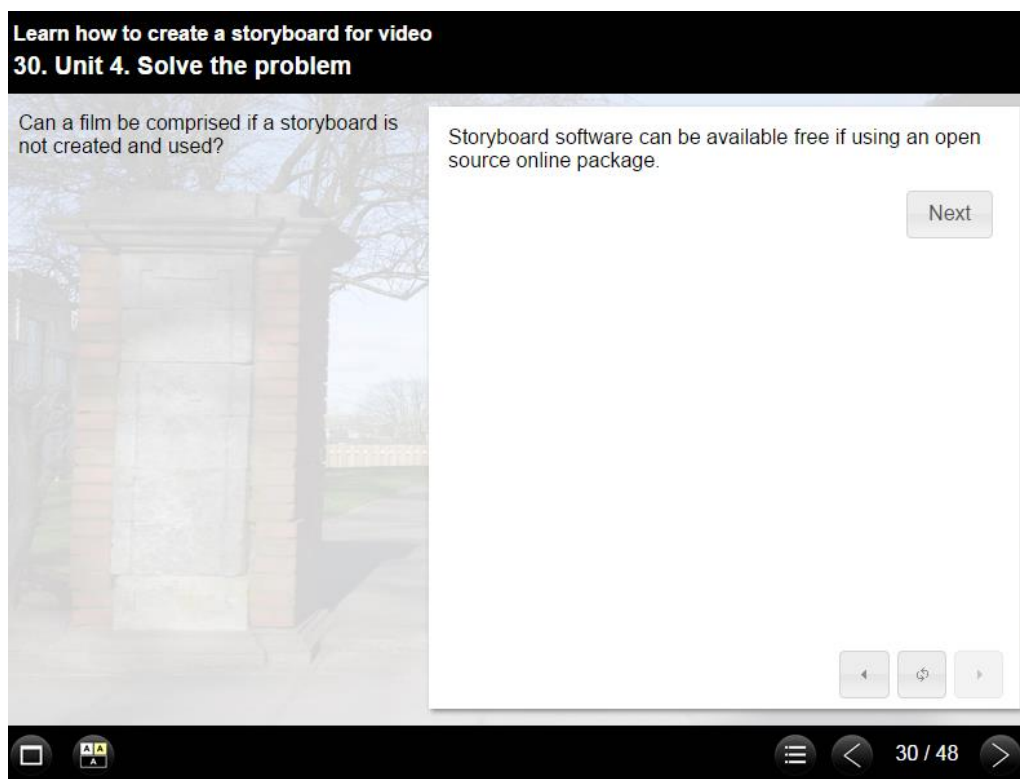
Can a film be comprised if a storyboard is not created and used?

A pen is not used to create a storyboard because

- A pen is messy"/>
A pen is messy
- A pen is permanent and changes are difficult to make"/>
A pen is permanent and changes are difficult to make

Next

NEXT will reveal the next question (if you set it up like this).



Learn how to create a storyboard for video
30. Unit 4. Solve the problem

Can a film be comprised if a storyboard is not created and used?


Storyboard software can be available free if using an open source online package.

Next

I1 is your result. Here you can show your feedback which you entered in RI template.

Learn how to create a storyboard for video
30. Unit 4. Solve the problem

Can a film be comprised if a storyboard is not created and used?



Overview:

- ? Can a film be compromised by not using a storyboard
 - > Yes
 - > Other possible answers: No

- ? A pen is not used to create a storyboard because
 - > A pen is permanent and changes are difficult to make
 - > Other possible answers: A pen is messy

- ! Storyboard software can be available free if using an open source online package.

- 👍 Well done


⏪ ⏩ ⏴ ⏵

🏠 ⏪ ⏩ 30 / 48 ⏴ ⏵

RI is the Overview

Learn how to create a storyboard for video
30. Unit 4. Solve the problem

Can a film be comprised if a storyboard is not created and used?



Overview:

- ? Can a film be compromised by not using a storyboard
 - > Yes
 - > Other possible answers: No

- ? A pen is not used to create a storyboard because
 - > A pen is permanent and changes are difficult to make
 - > Other possible answers: A pen is messy

- ! Storyboard software can be available free if using an open source online package.

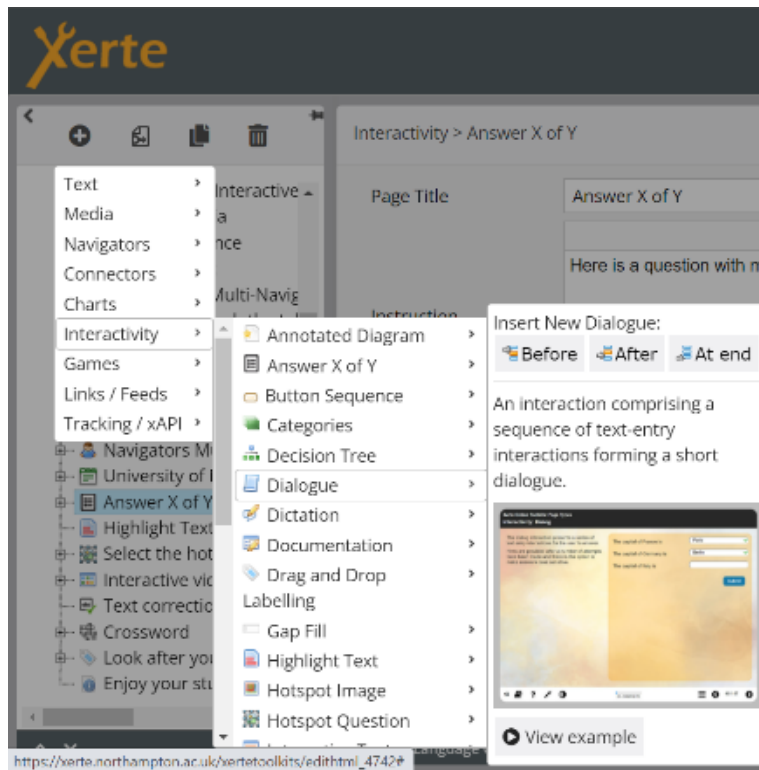
- 👍 Well done

⏪ ⏩ ⏴ ⏵

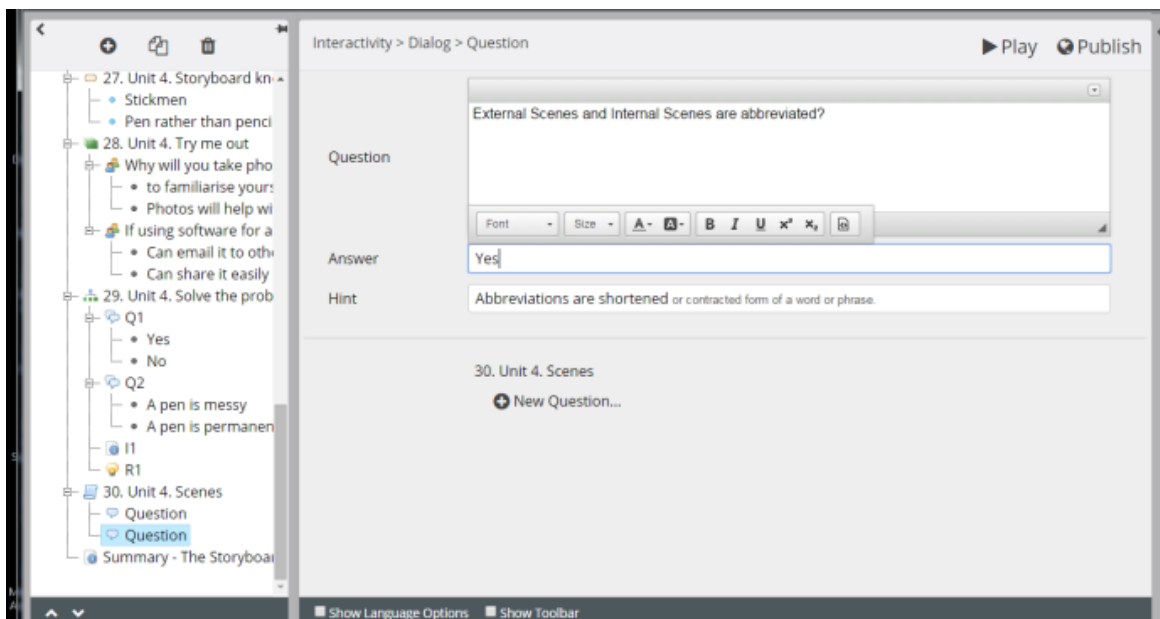
🏠 ⏪ ⏩ 30 / 48 ⏴ ⏵

Interactivity > Dialogue

An interaction comprising a sequence of text entry interactions forming a short dialog.

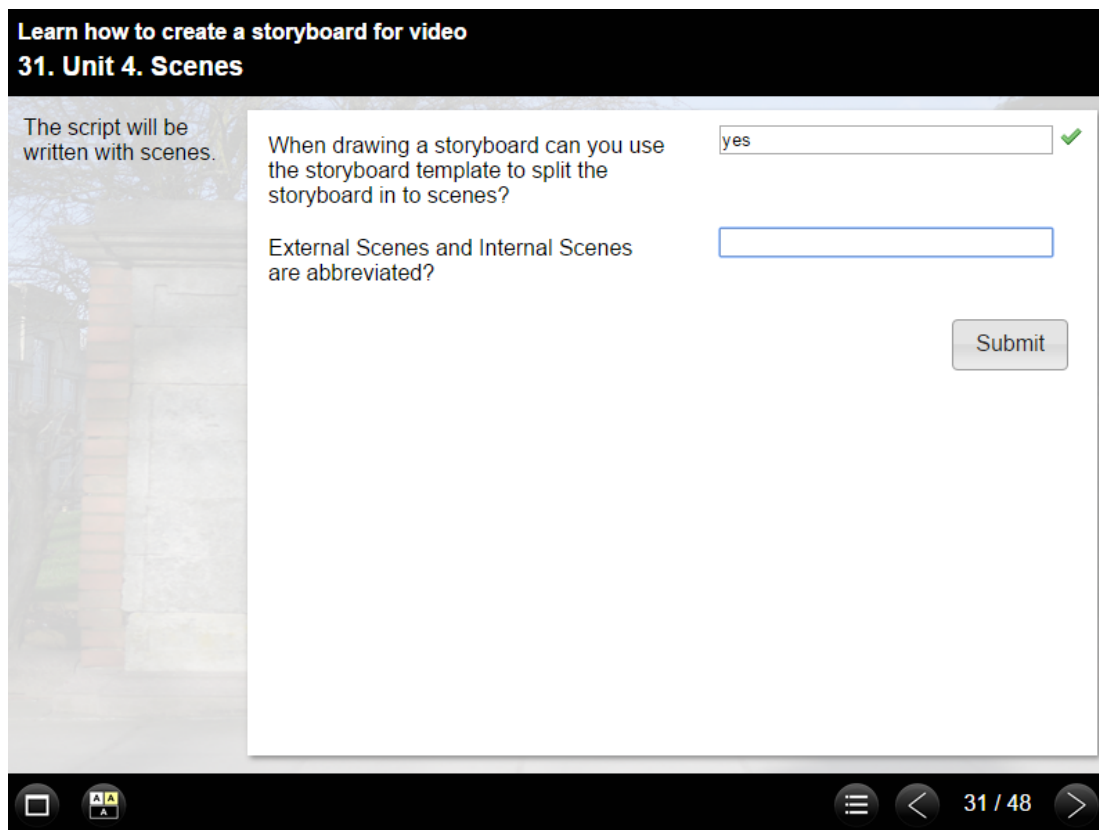


Enter your question, answer and hint text in the template. Make sure your answers are YES or NO.

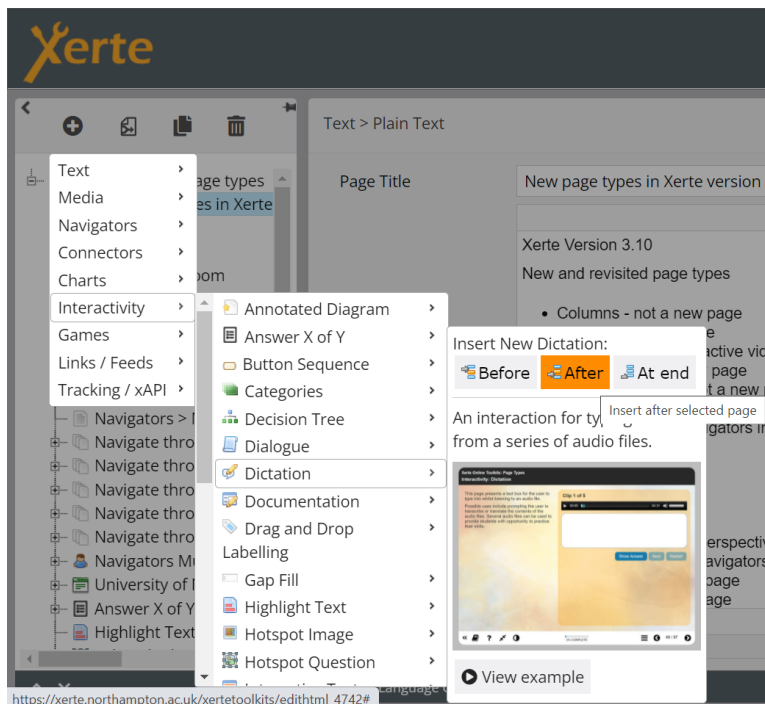


The result on the Xerte e-learning platform is on the next page.

The result

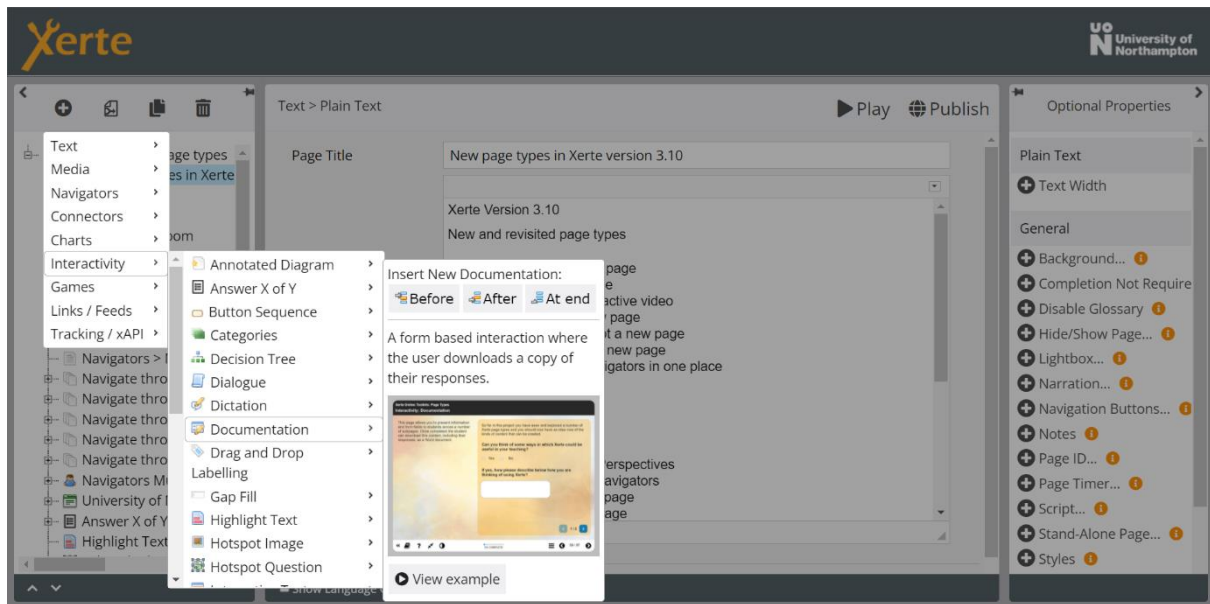


Interactivity > Dictation



Refer to page 7 and 8 in the addendum guide Xerte 3.4 for instructions on how to create this page.

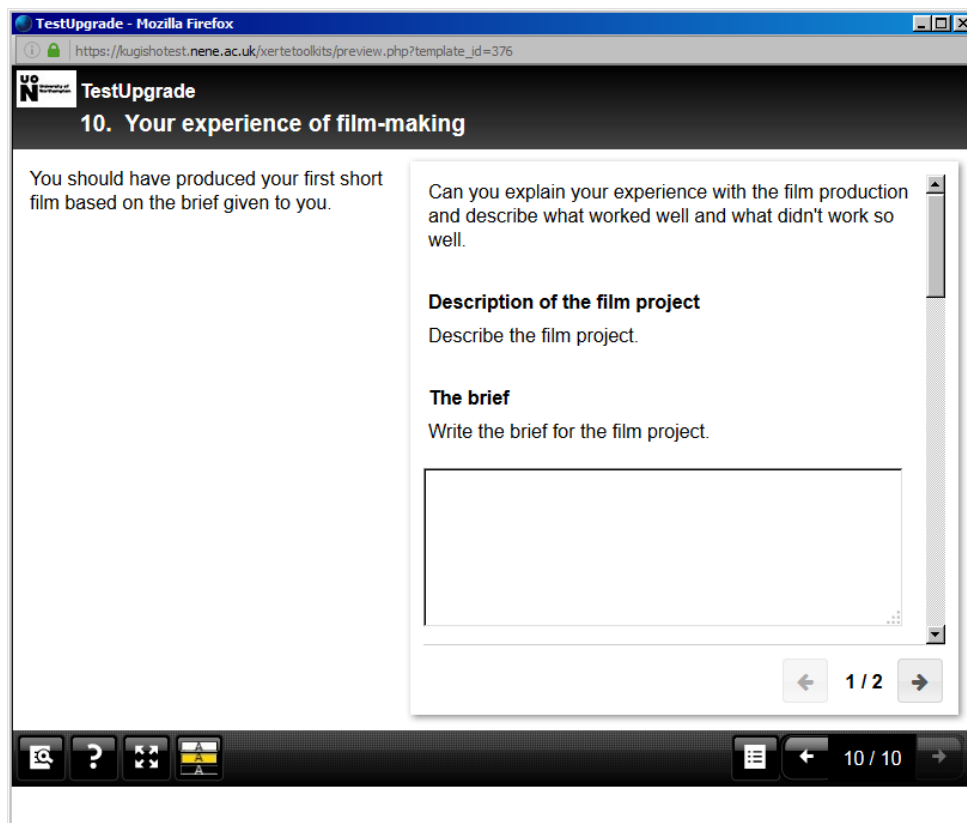
Interactivity > Documentation



Screenshot above of the Xerte page type called Documentation, which is useful to provide end-users with an e-workbook, a reflection exercise etc.

Refer to page 11 to page 28 in the addendum guide Xerte 3.4 for instructions on how to create this page.

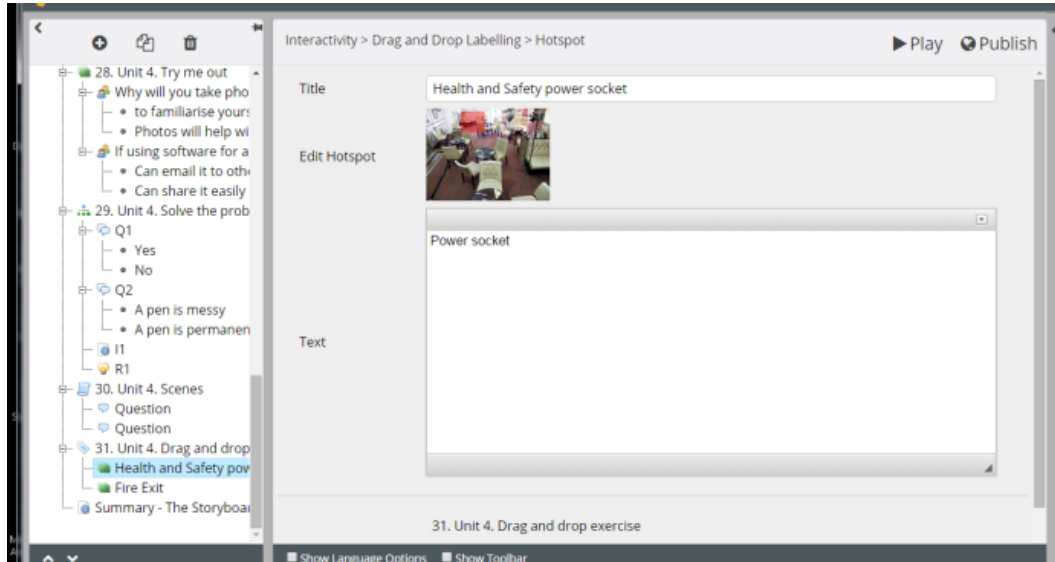
An example of how this page looks is below.



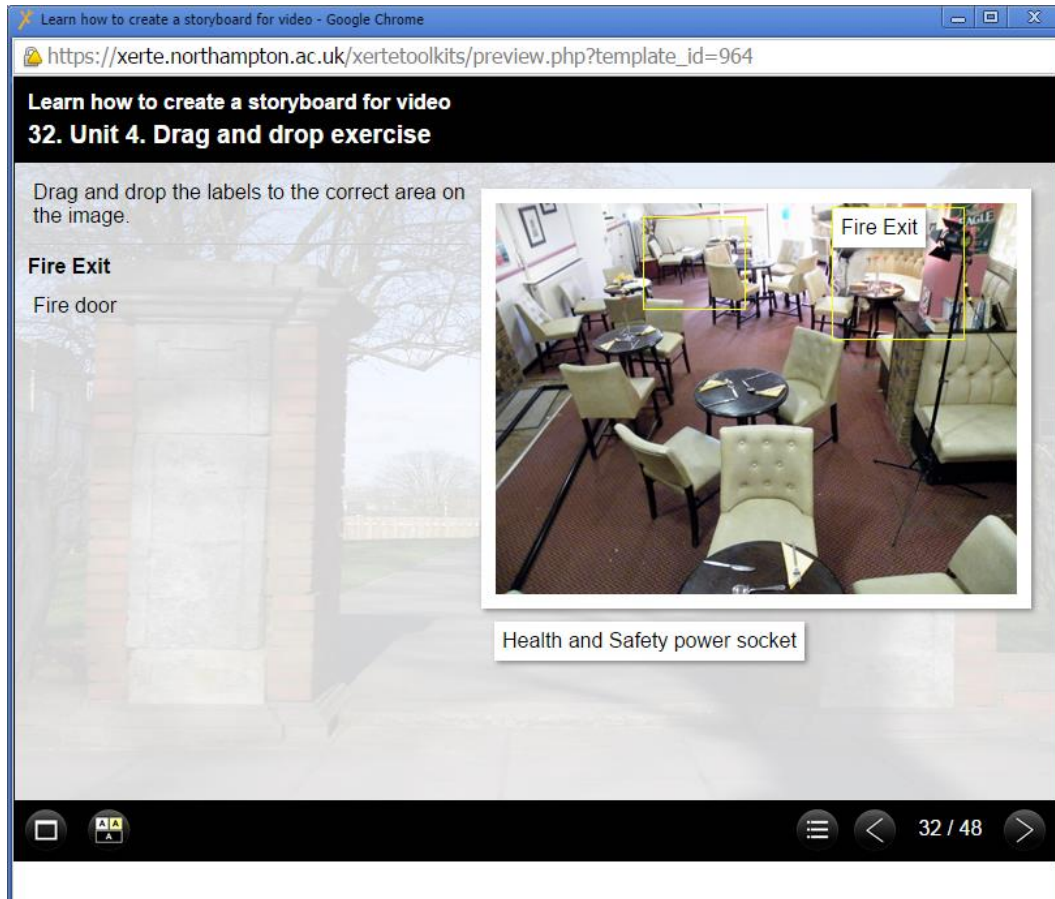
Interactivity > Drag and Drop Labels

An interactive labelling exercise. Add an image, click on the image add the Hotspot, move the hotspot area. Below shows Health and Safety – socket and Fire Exit – Fire door. The labels need to be dragged to the correct spot on the image.

Edit screen

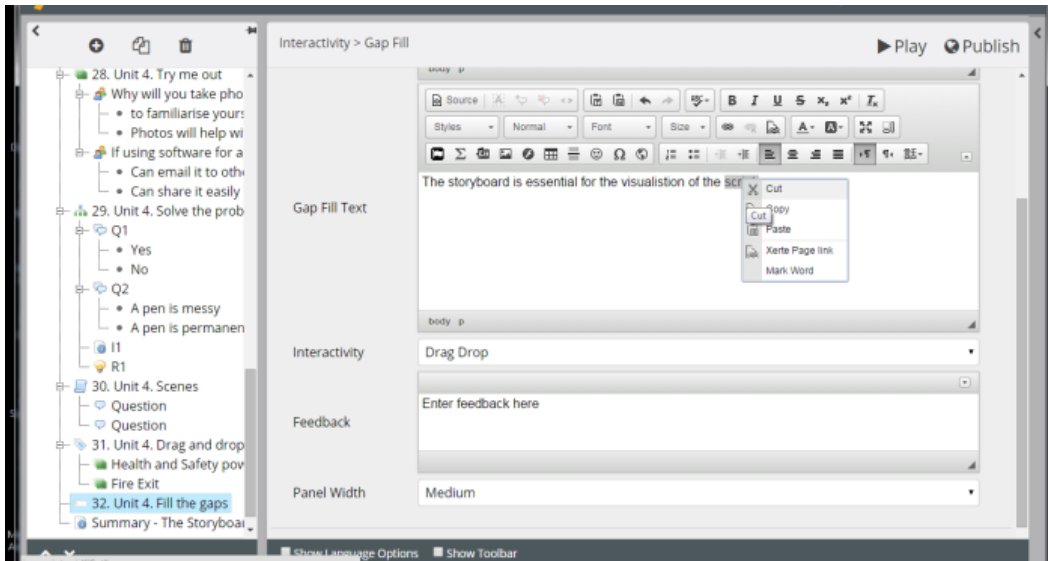


Preview mode

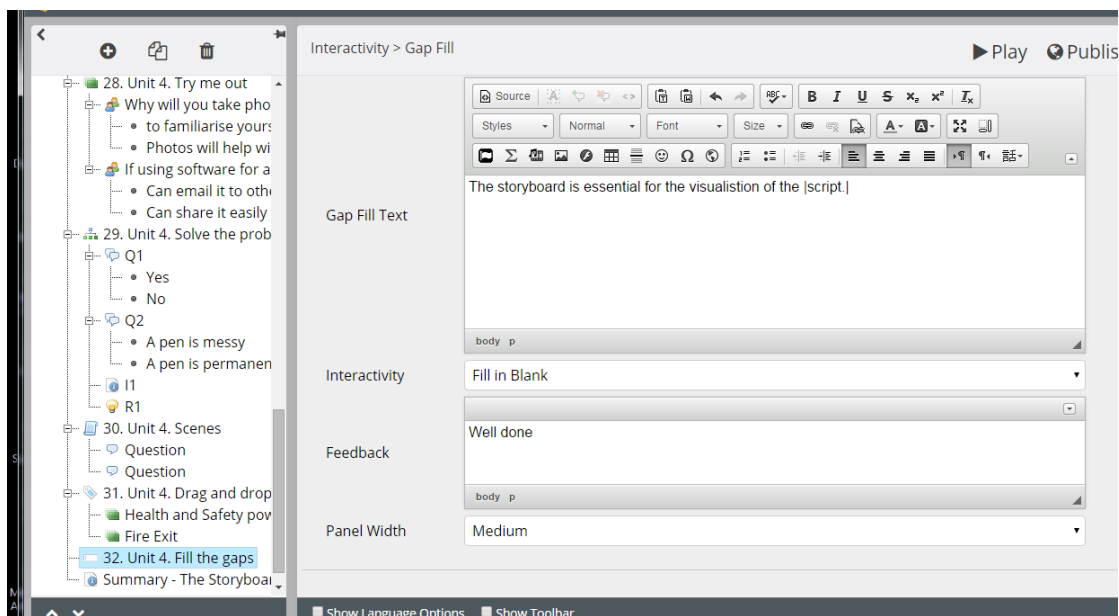


Interactivity > Gap Fill

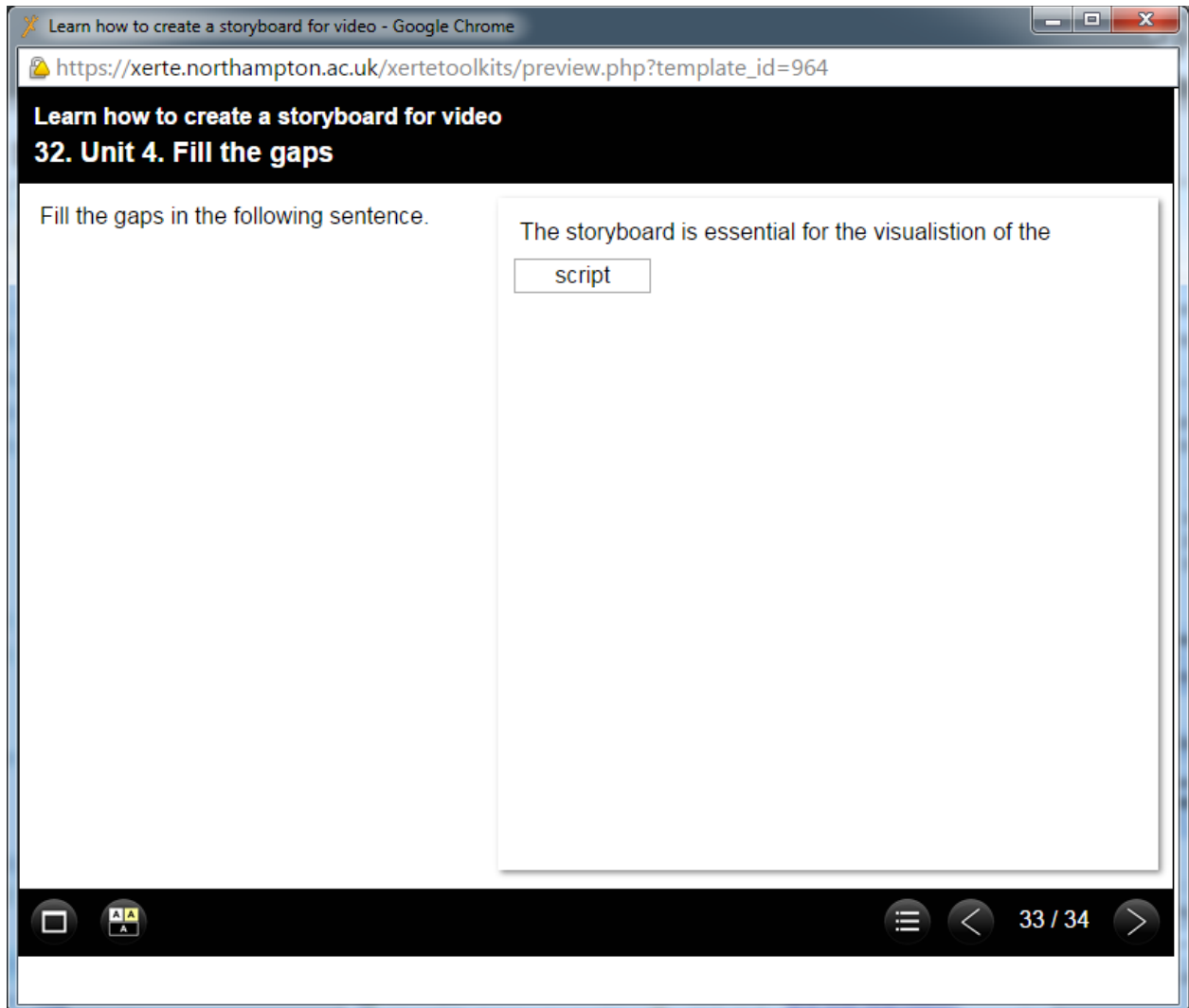
Enter interactive text here. To mark words for the exercise, select the word using the mouse and right-click, choosing 'mark word' from the menu.



Make sure Fill in the Blank is selected and add feedback text if you want to provide it.

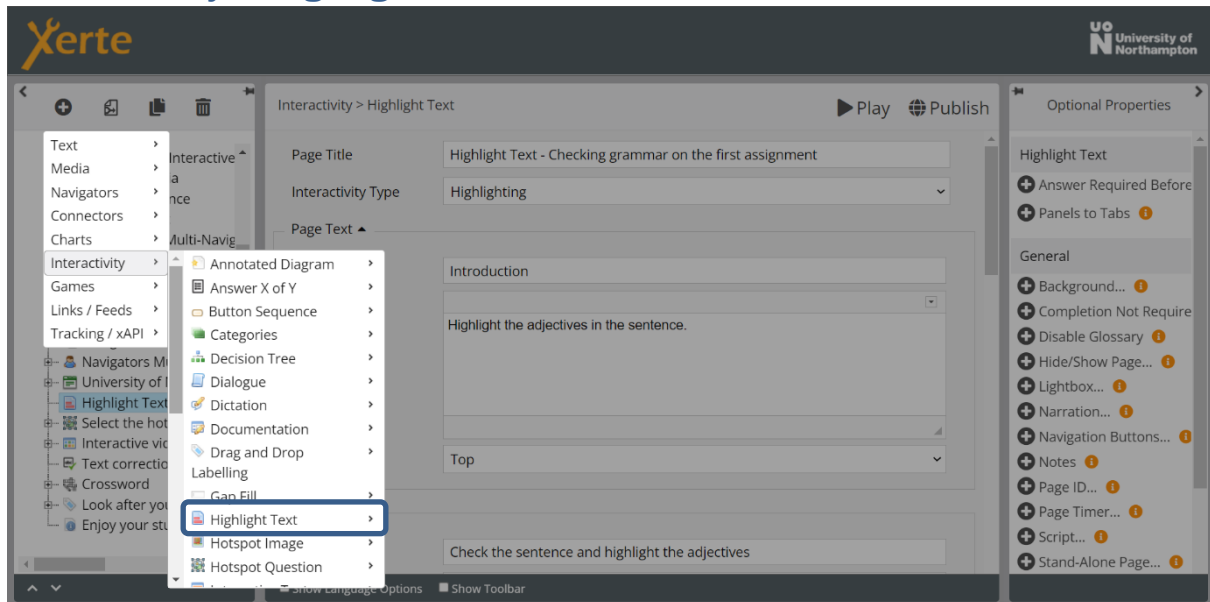


The result

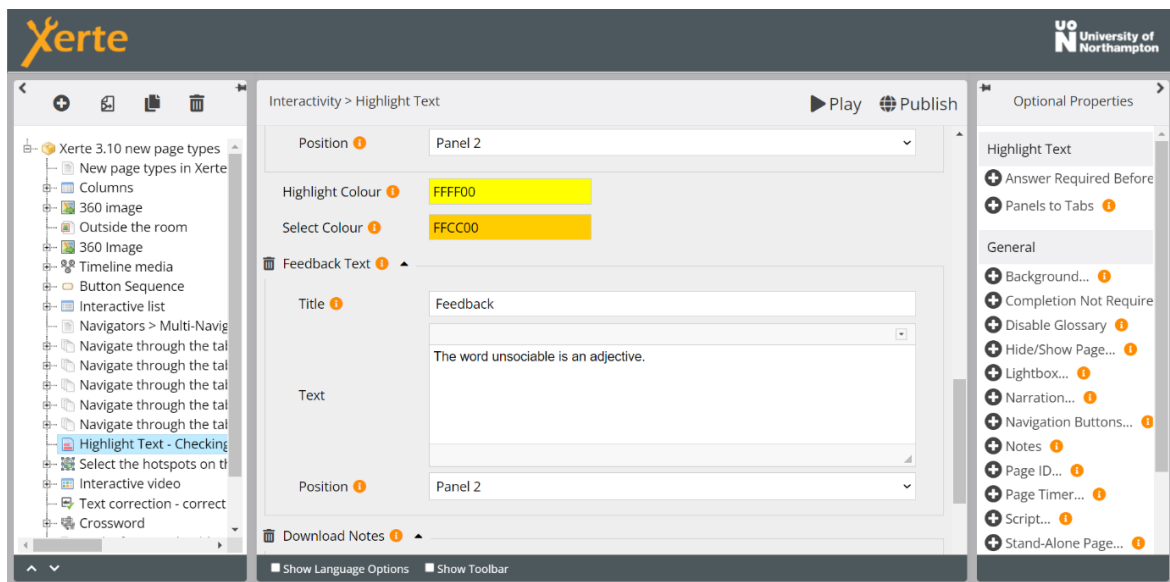


Note: When using fill the gap tell the user that the answer can either be 'YES' or 'NO' or 'True' or 'False' for example. Specify the text to be entered in the gap by writing this information on the screen.

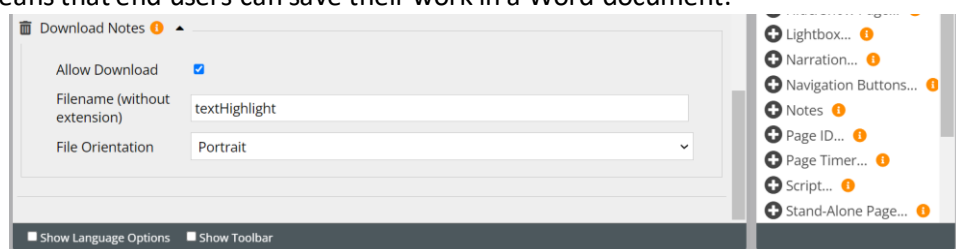
Interactivity > Highlight Text



Use this page to check end-users understanding, for example by asking end-users to highlight adjectives in a sentence. Scroll down the page to enter text in Panel 1 and Panel 2 and select settings. In this example the text available for highlighting is in Panel 1. The suggested text and feedback is in Panel 2. A screenshot of Panel 2 is shown below.



Scroll down the screen to see all the options. The screenshot below displays 'Allow Download' selected. That means that end-users can save their work in a Word document.



The Interactivity > Highlight text page looks like this

Xerte 3.10 new page types

Highlight Text - Checking grammar on the first assignment

Highlight the adjectives in the sentence.

I started work to support my studies but the hours are **unsociable** so I will be tired for the sessions.

Highlight

Feedback Adjective

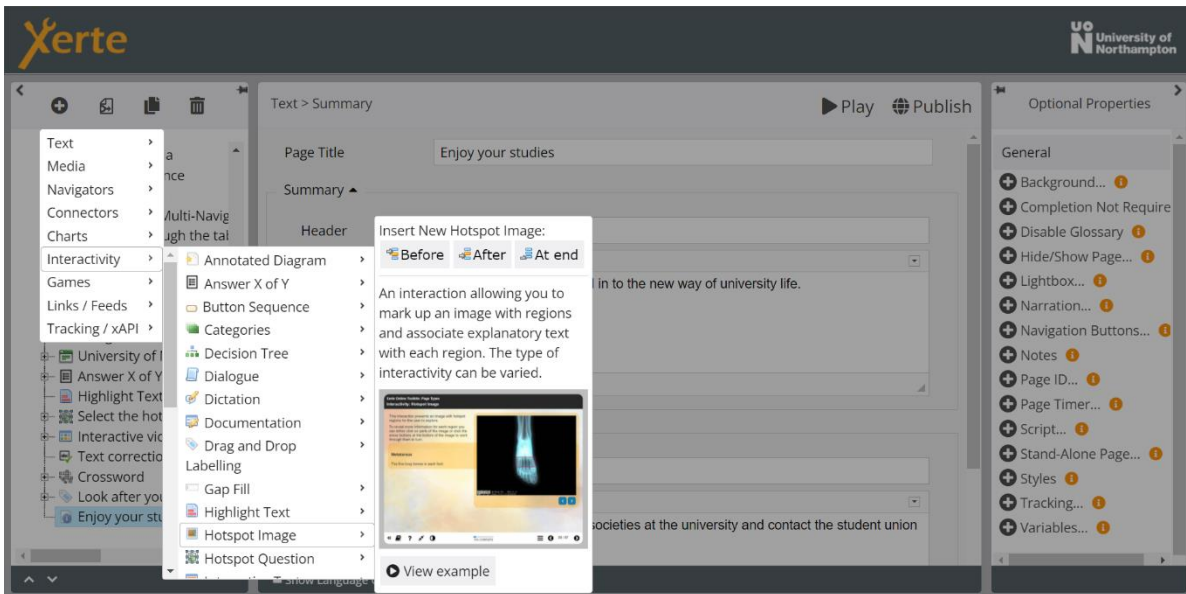
The word unsociable is an adjective.

Download Reset Submit

19 / 25

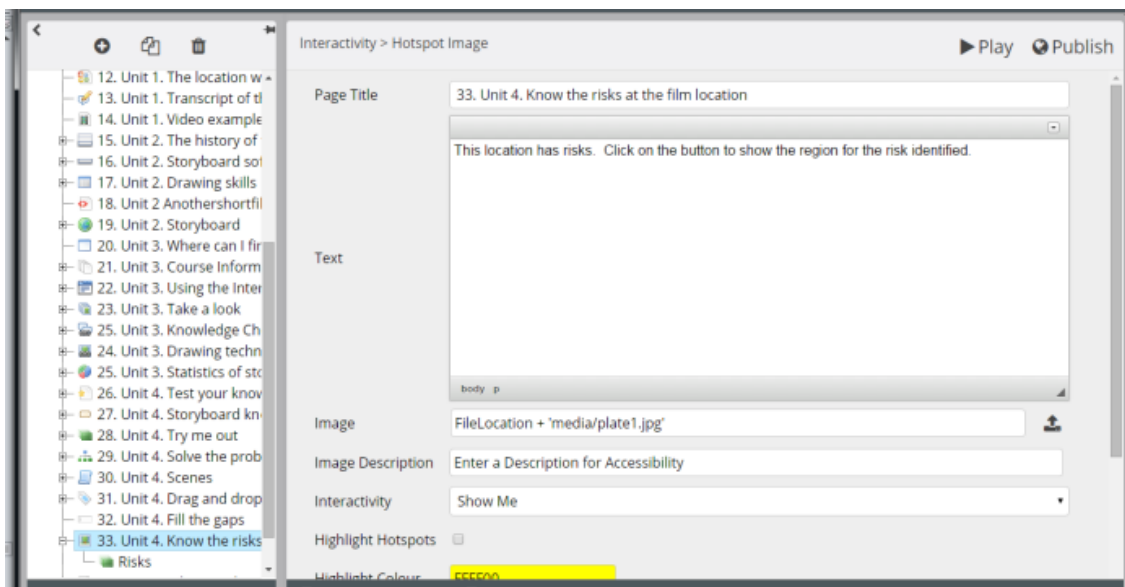
Interactivity > Hotspot Image

Click on the plus icon, select Interactivity from the drop-down list and select Hotspot Image.

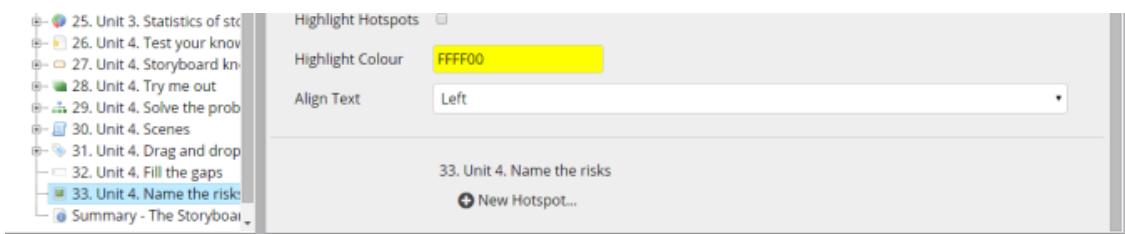


The Hotspot is used to mark up an image with regions and associate explanatory text with each region.

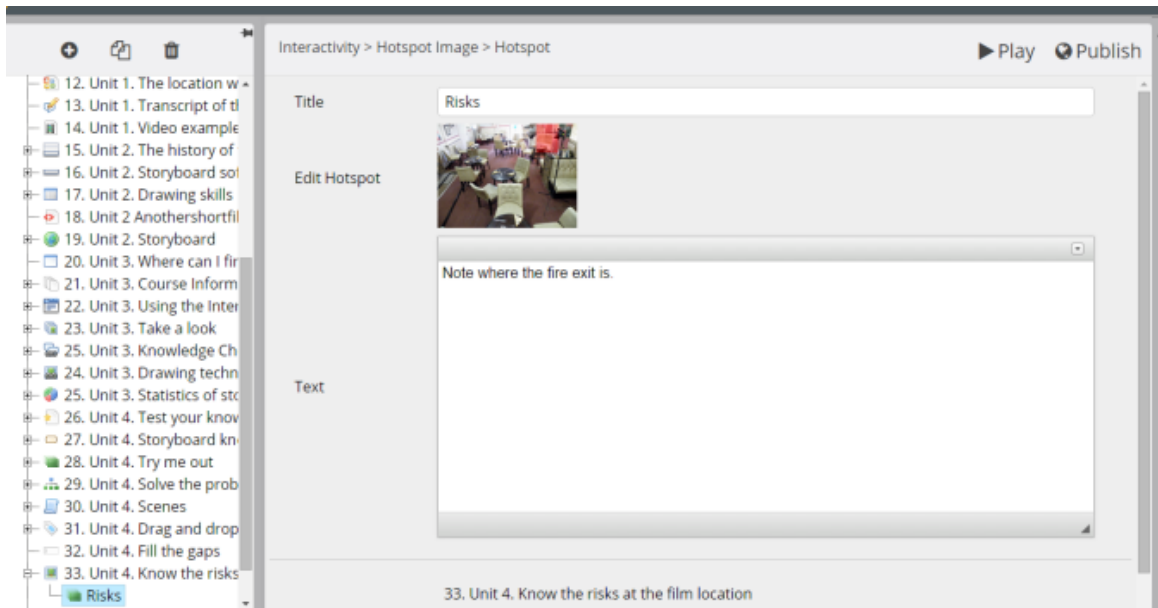
Key in the text to be shown on the screen and upload your image (copyright free image).



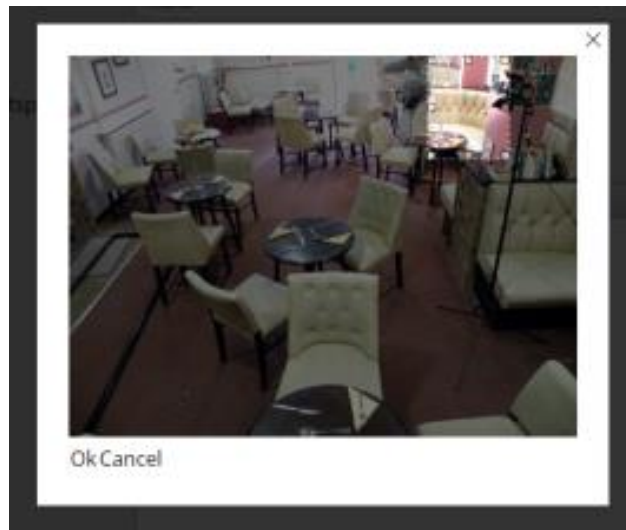
Click on New Hotspot



Key in a title and text.



Click on the image to determine the area for the region. Click OK to confirm the region selection.



Press PUBLISH to Save and then PLAY to preview.

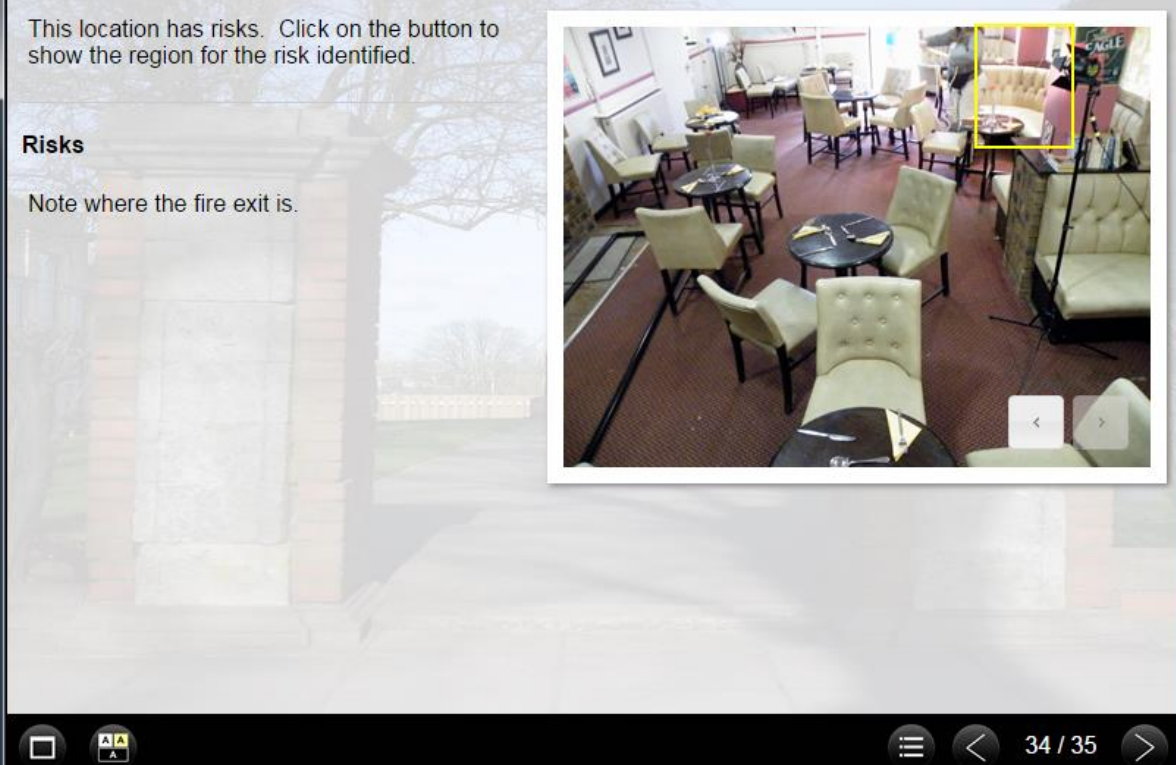
Preview – looks like this

Learn how to create a storyboard for video
33. Unit 4. Know the risks at the film location

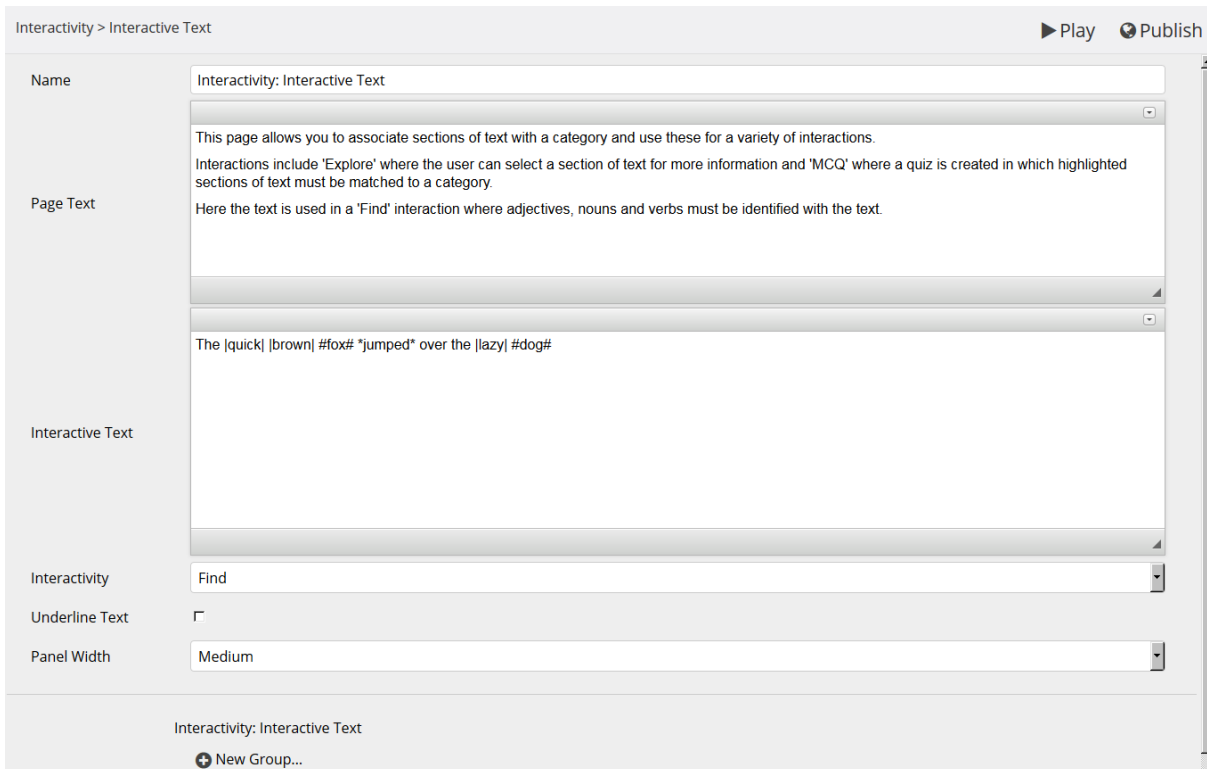
This location has risks. Click on the button to show the region for the risk identified.

Risks

Note where the fire exit is.



Interactivity > Interactive Text



Interactivity > Interactive Text ▶ Play 🔄 Publish

Name: Interactivity: Interactive Text

Page Text: This page allows you to associate sections of text with a category and use these for a variety of interactions. Interactions include 'Explore' where the user can select a section of text for more information and 'MCQ' where a quiz is created in which highlighted sections of text must be matched to a category. Here the text is used in a 'Find' interaction where adjectives, nouns and verbs must be identified with the text.

Interactive Text: The [quick] [brown] #fox# *jumped* over the [lazy] #dog#

Interactivity: Find

Underline Text:

Panel Width: Medium

Interactivity: Interactive Text

Key in the text in the 'Interactive Text' area, making sure you include square brackets, asterisks and stars.

Eg. The [quick] [brown] #fox# *jumped* over the [lazy] #dog#

Set the 'Interactivity' to 'Find'

Then:

Click on 'New Group'

Interactivity > Interactive Text > Group

Assign a name, this example is 'Adjective'

Delimiter: |

Write a description – this example is ‘Words that describe a noun or pronoun.

Examples include bright, purple and mechanical.

Highlight colour code for red is FF0000

New Group

Name: Noun

Delimiter: #

Description: A naming word referring to, for example, a person, place or thing.

Examples include horse, family and sheep.

Highlight Colour: FFFF00

New Group

Name: Verb

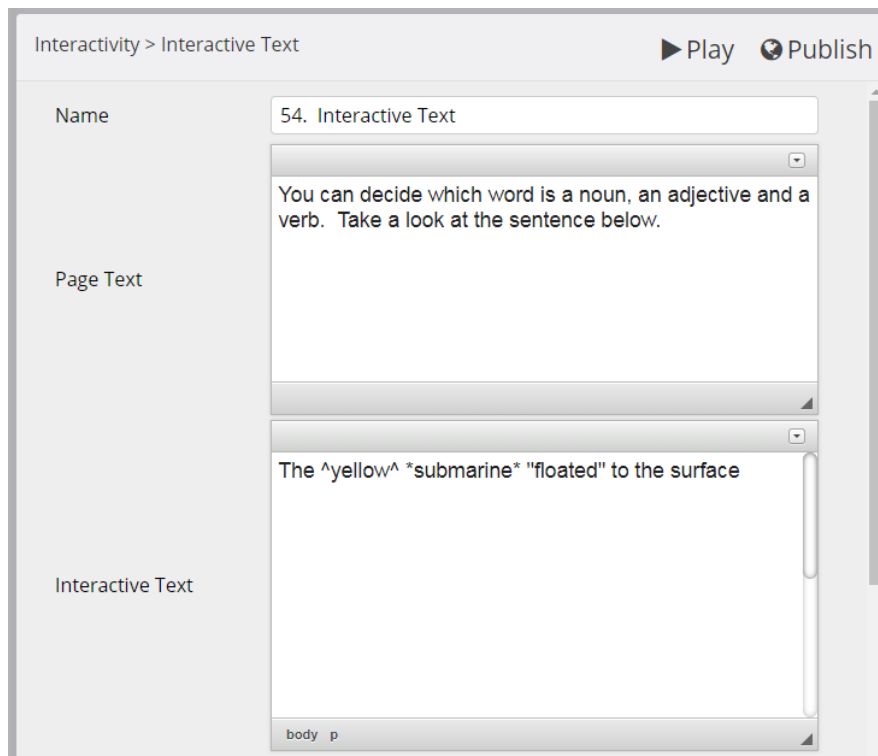
Delimiter: *

Description: A word describing an action, state or experience.

Examples include believe, hear and skipped

Highlight Colour: 0000FF

Exercise



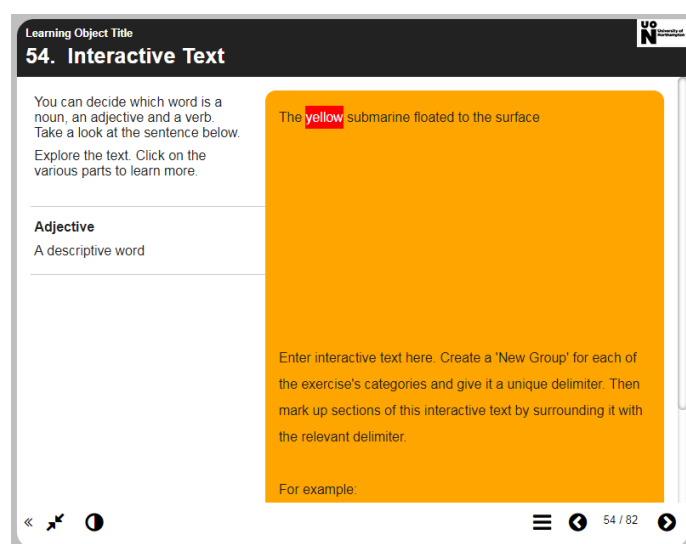
To set up

Enter interactive text here in the 'Interactive Text' area. Create a 'New Group' for each of the exercise's categories and give it a unique delimiter. Then mark up sections of this interactive text by surrounding it with the relevant delimiter.

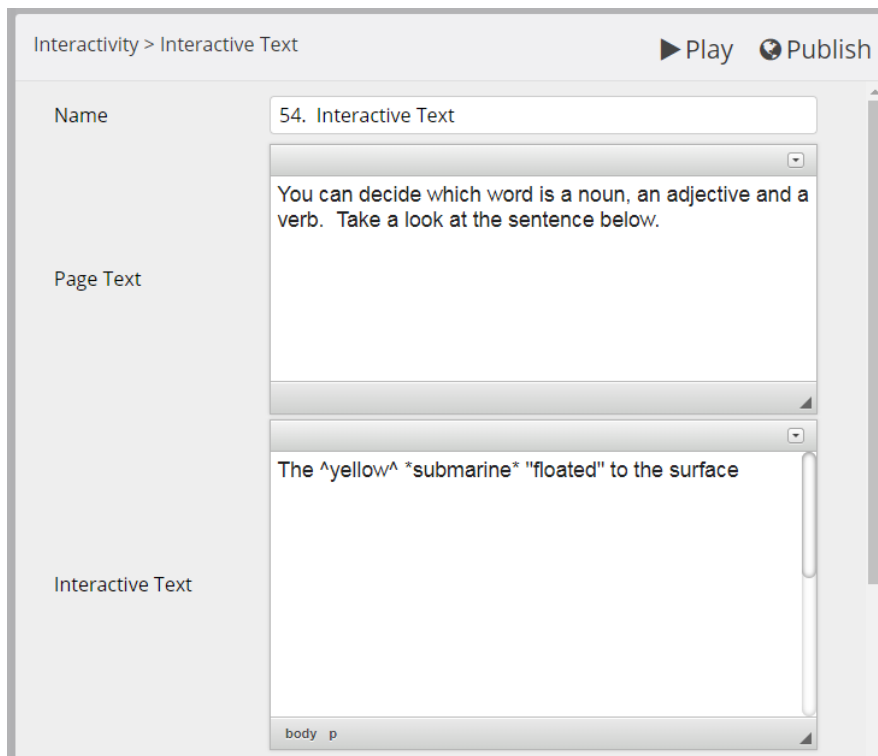
For example:

The |quick| |brown| #fox# *jumped* over the |lazy| #dog#

Where | are adjectives, * are verbs and # are nouns.



Exercise 2



Interactivity > Interactive Text

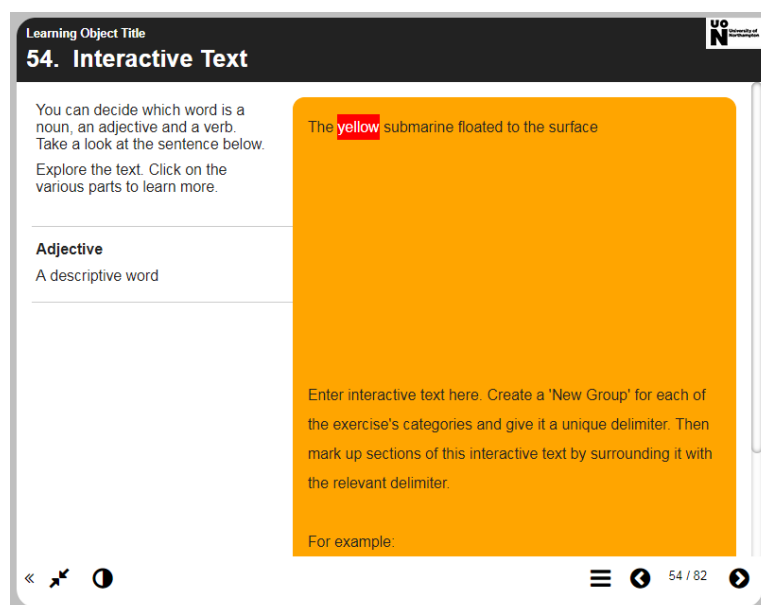
To set up

Enter interactive text here in the 'Interactive Text' area. Create a 'New Group' for each of the exercise's categories and give it a unique delimiter. Then mark up sections of this interactive text by surrounding it with the relevant delimiter.

For example:

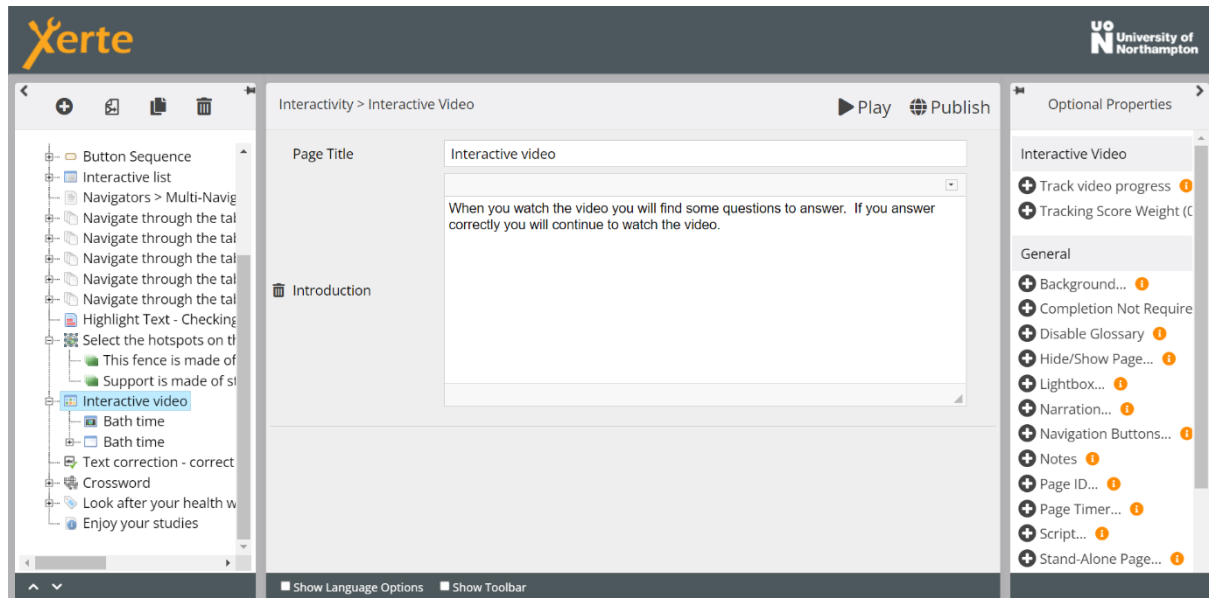
The *yellow* 'submarine' "floated" to the surface.

Where * are adjectives, " are verbs and ' are nouns.



Interactivity > video

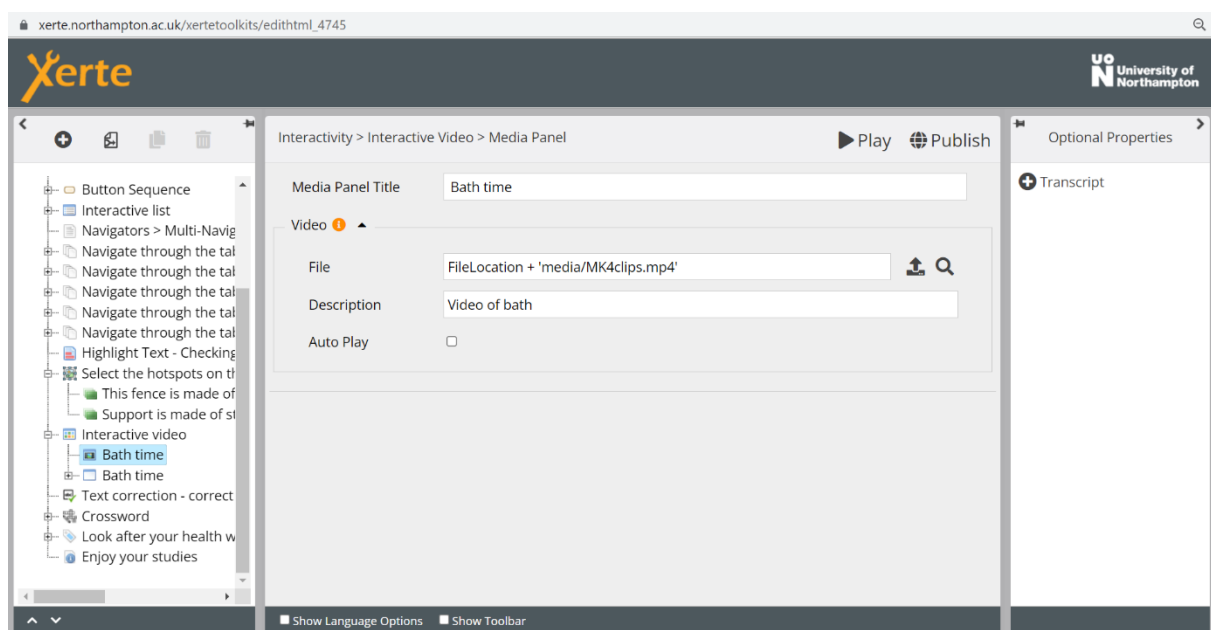
Play the video and pause for a multiple-choice question or for information displayed on the screen. Two panels will automatically be available. The first panel is for the video.



Select the first panel (the example has the Media Panel Title: Bath time) and upload the video by selecting the Media Upload icon.



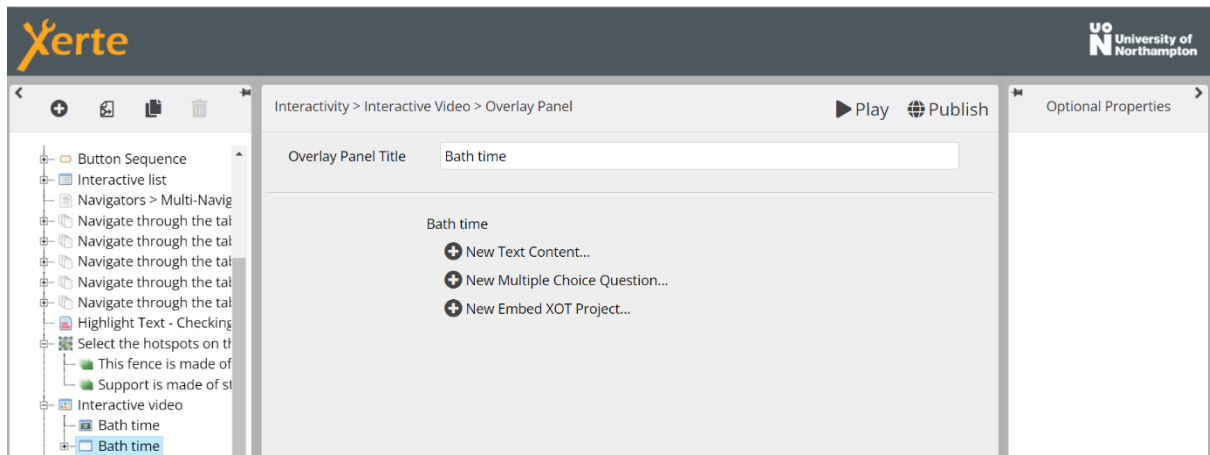
In the Media Repository browse for the video (select the forth icon on the tool bar to search).



When you have uploaded the MP4 video the file will display. The screenshot below shows this.

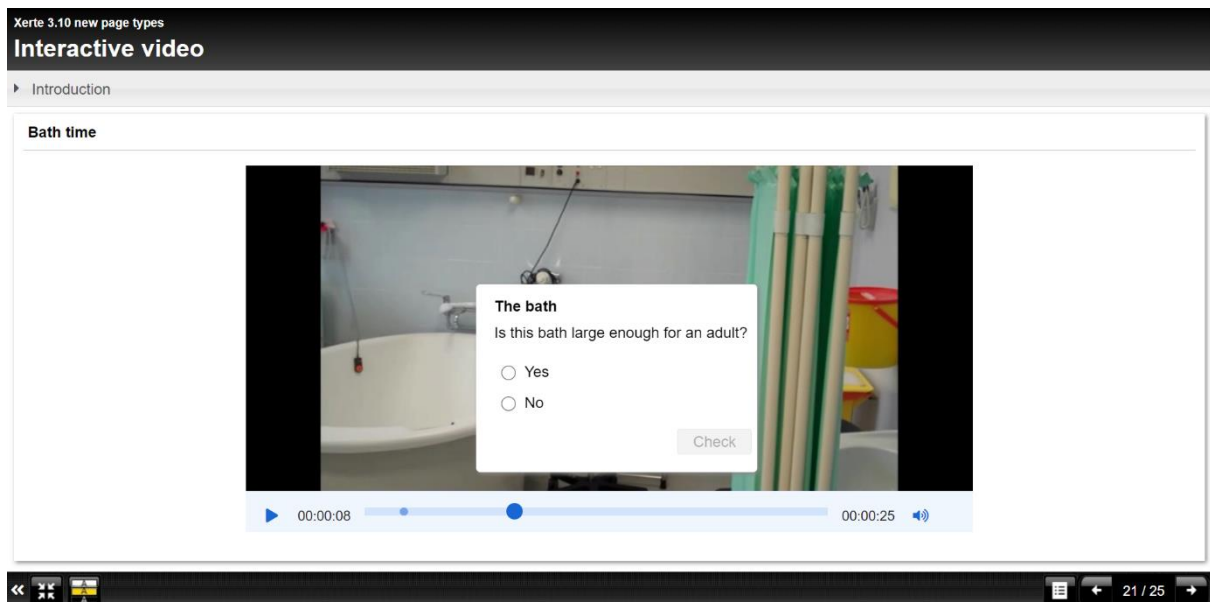
Tip: Do not select the Auto Play option.

In the second panel select the Overlay Panel and use the + New Multiple-Choice Question...

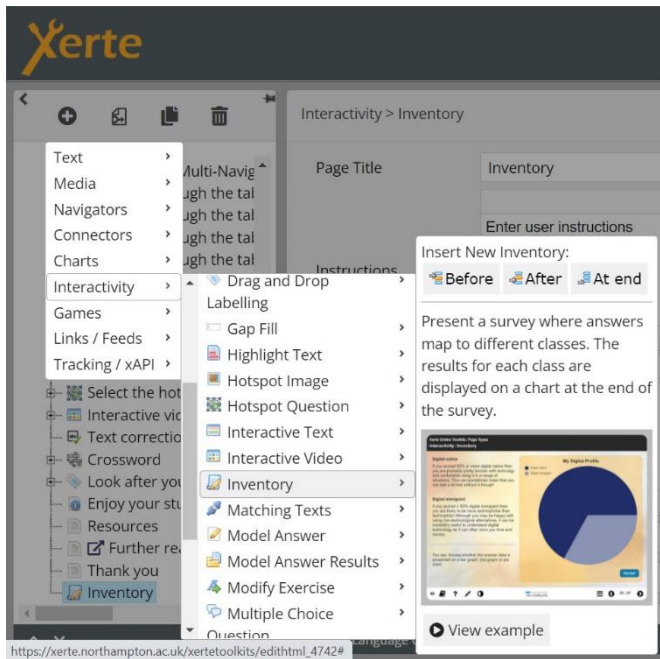


Set up the multiple-choice quiz. Play the Xerte to preview it.

The Interactive Video will look like this



Interactivity > Inventory



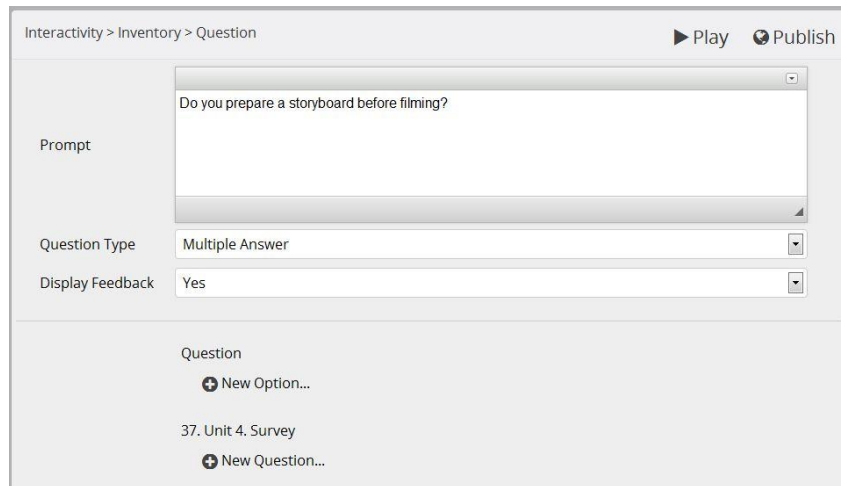
This can be used for a Survey for example. Enter the text in to the template.

The screenshot shows the configuration form for an 'Inventory' interactivity. The form has the following fields and values:

- Page Title: 37. Unit 4. Survey
- Instructions: Do you prepare a storyboard before filming?
- Inventory Feedback: Thank you for completing the survey
- Question Order: Sequence
- Align Text: Left
- Classes (max 10): class1,class2,class3
- Score Type: Relative Percent
- Chart Title: Survey results
- Chart Type: Pie
- Colour: FFFF00

Select a colour which will have obvious varying shades. You will need more than one question option.

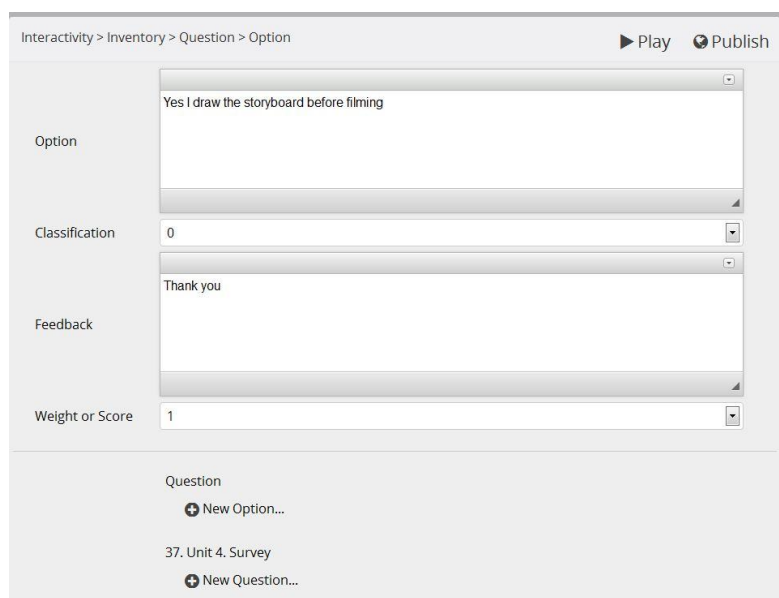
Enter your question and option



The classification uses 0,1,2 up to 9. This is: Class1, Class2, Class3 on the Interactivity>Inventory dialog box (shown on page 104).

Each class is shown using a different shade of the colour you chose to use. You can assign a name to the class.

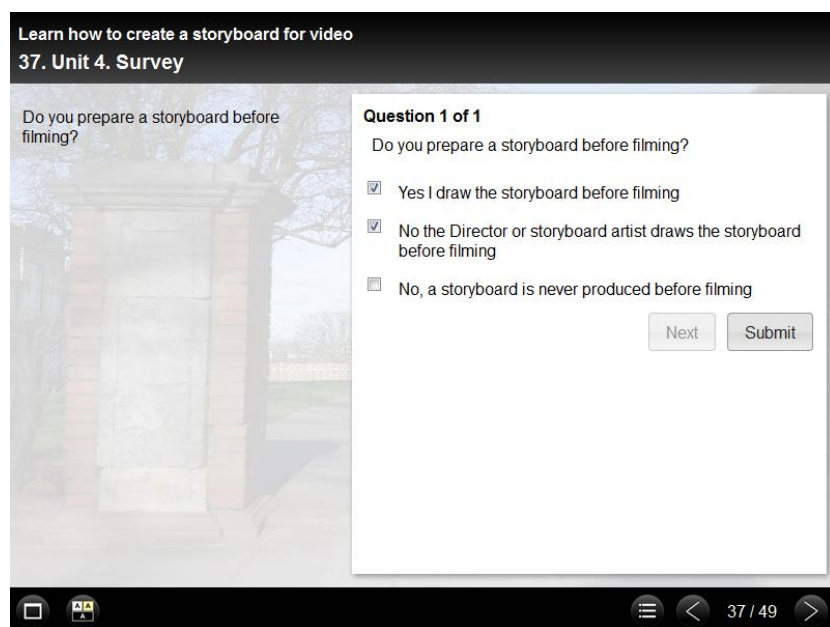
The Weight or Score acts as the percentage, eg 1,3,5.



Preview the e-learning.

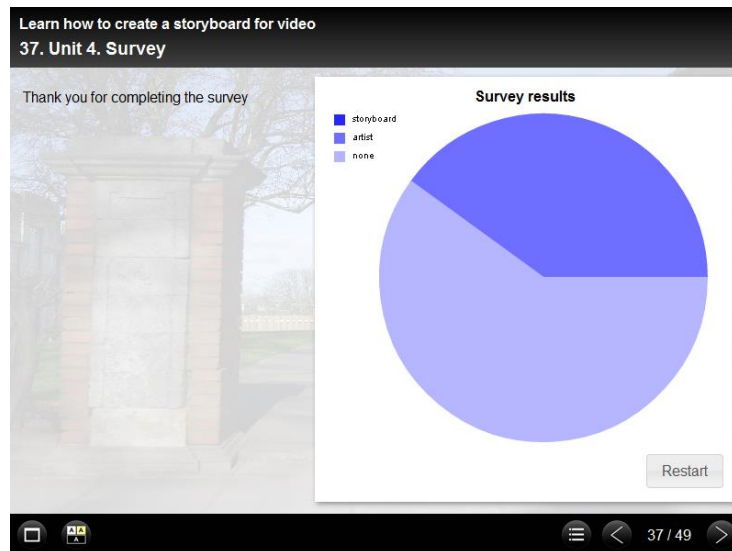
Interactivity> Inventory will look like this.

Remember to design it so that the user can tick several answers. Here 2 answers have a tick.



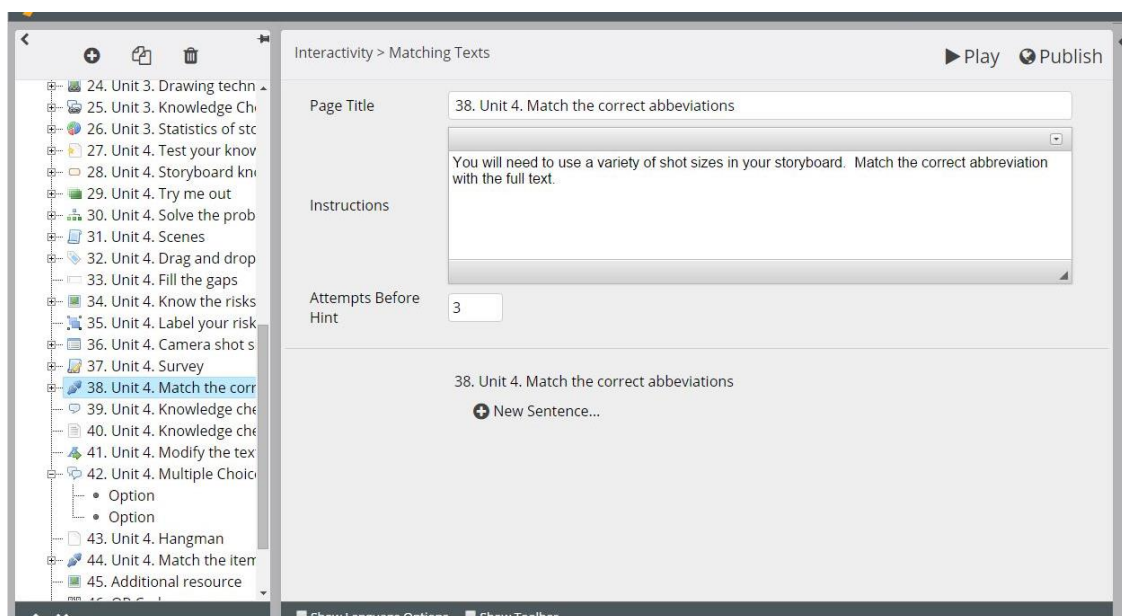
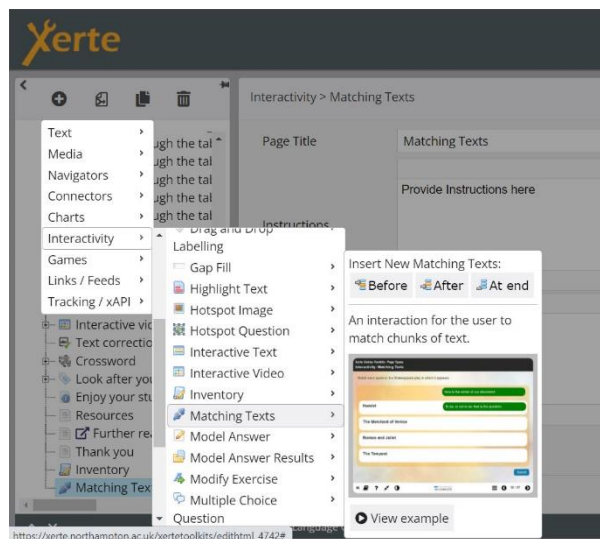
Interactivity > Inventory

The Pie Chart shows a graphical result of the answers provided.

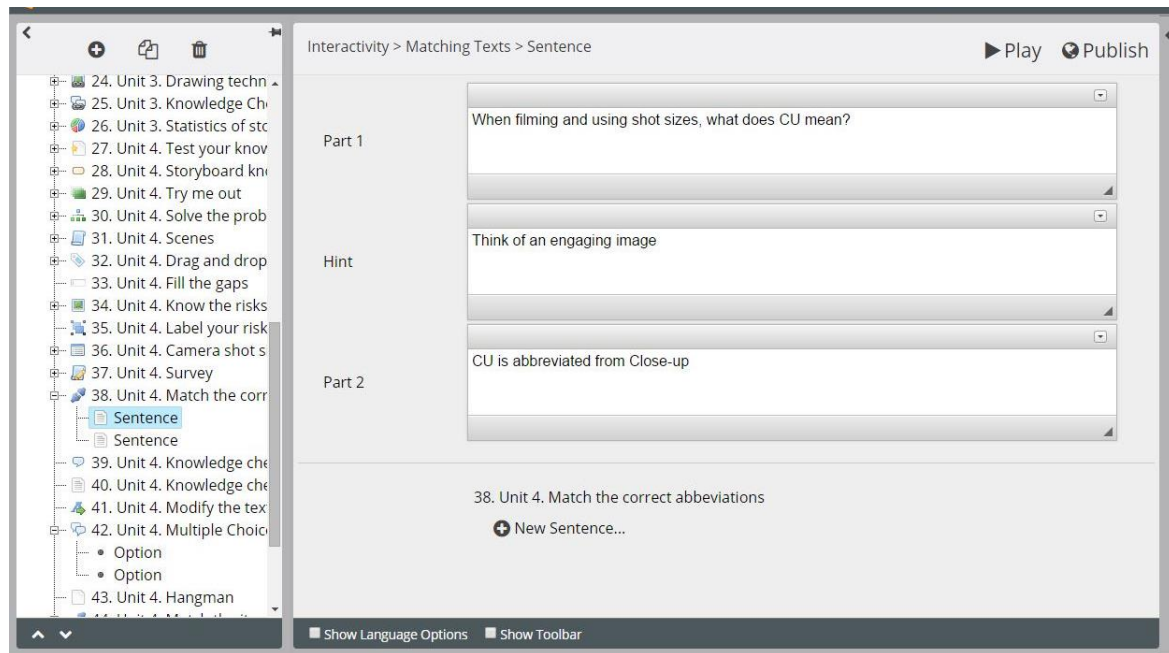


Interactivity > Matching Texts

Key in your question in to the template.

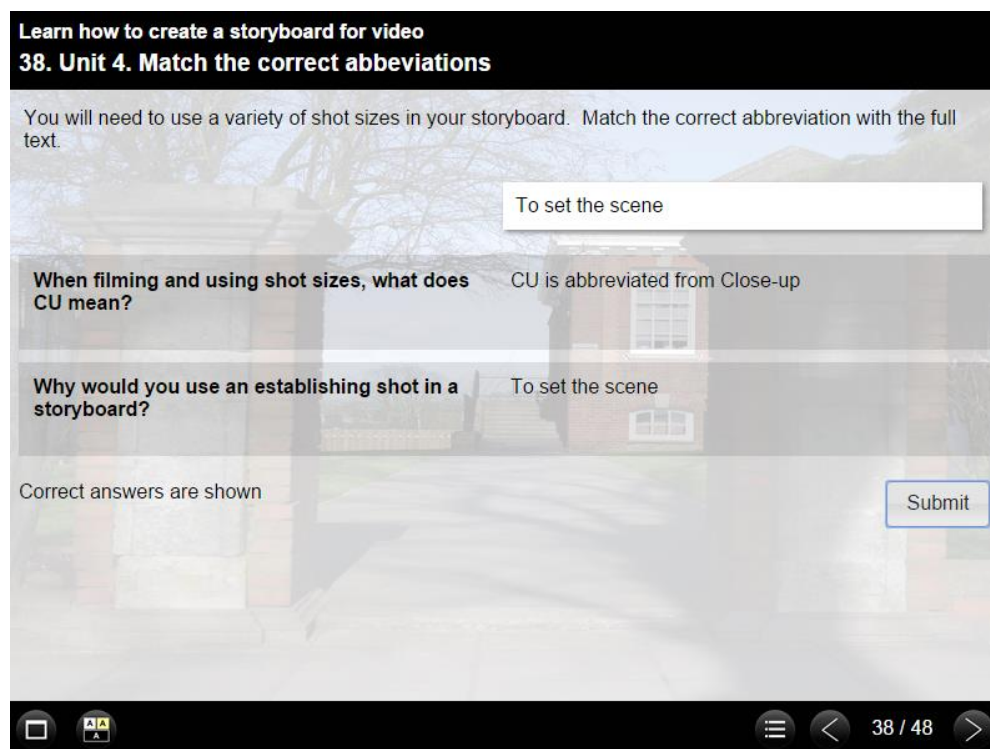


Click on New Sentence and type in your text.



The result enables the user to drag and drop the correct answer alongside the question being asked. If the incorrect answer is given, the 'hint' will appear (if you have used a hint in setting up the question).

The hint prompts are shown below.



Ticks will appear if the questions have been answered correctly.

Learn how to create a storyboard for video
38. Unit 4. Match the correct abbreviations

You will need to use a variety of shot sizes in your storyboard. Match the correct abbreviation with the full text.

When filming and using shot sizes, what does CU mean? CU is abbreviated from Close-up

Why would you use an establishing shot in a storyboard? To set the scene

Drop zone for 'Sentence 2'

Submit

38 / 48

Click on Submit to reveal the answer.

Learn how to create a storyboard for video
38. Unit 4. Match the correct abbreviations

You will need to use a variety of shot sizes in your storyboard. Match the correct abbreviation with the full text.

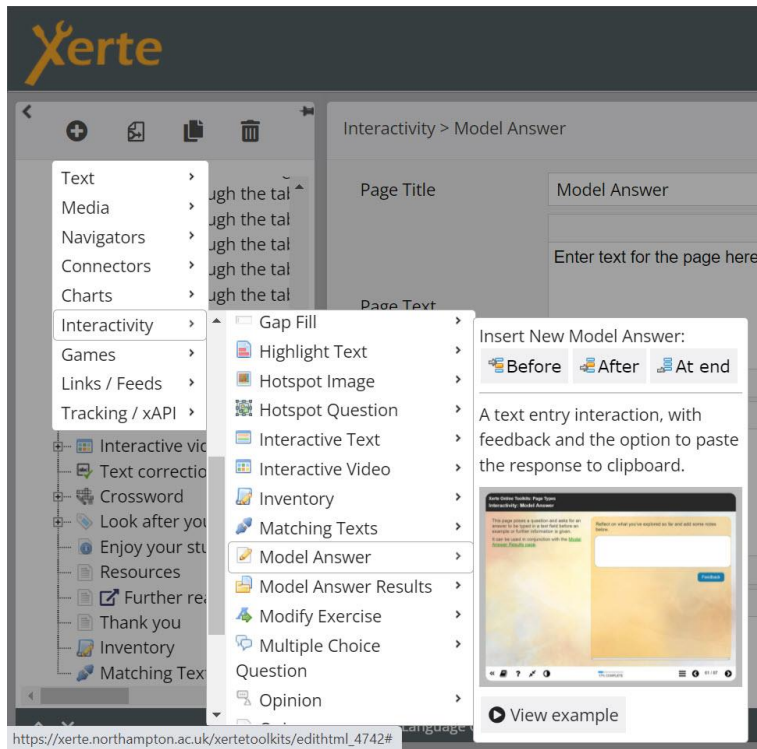
When filming and using shot sizes, what does CU mean? CU is abbreviated from Close-up ✓

Why would you use an establishing shot in a storyboard? To set the scene ✓

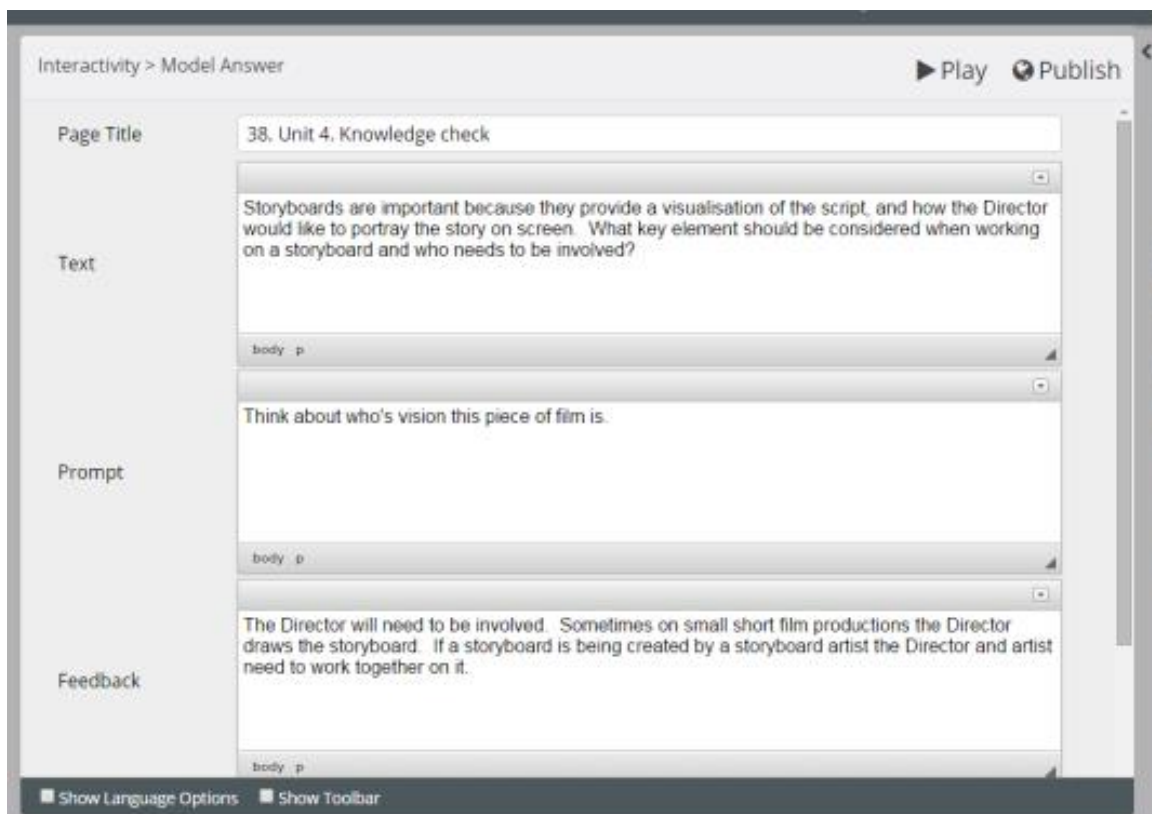
Submit

38 / 48

Interactivity > Model Answer



Add your text to the template. Click on PUBLISH and PLAY to preview your page.



Interactivity > Model Answer

Learn how to create a storyboard for video
39. Unit 4. Knowledge check

Storyboards are important because they provide a visualisation of the script, and how the Director would like to portray the story on screen. What key element should be considered when working on a storyboard and who needs to be involved?

Think about who's vision this piece of film is.

Work with the Director

The Director will need to be involved. Sometimes on small short film productions the Director draws the storyboard. If a storyboard is being created by a storyboard artist the Director and artist need to work together on it.

Click on the next forward button to reveal content which can be copied and pasted.

Learn how to create a storyboard for video
40. Unit 4. Knowledge check result

The correct answer is that the Director is the key element for a storyboard artist to consider when creating a storyboard. These two key roles need to work together to create the visualisation of the script.

Note: Click the 'Select Text' button to highlight the text on the right and then Ctrl + C to copy this text to the clipboard. You can then paste (Ctrl + V) into another application such as Open Office, Word or an email to save for future reference.

Select Text

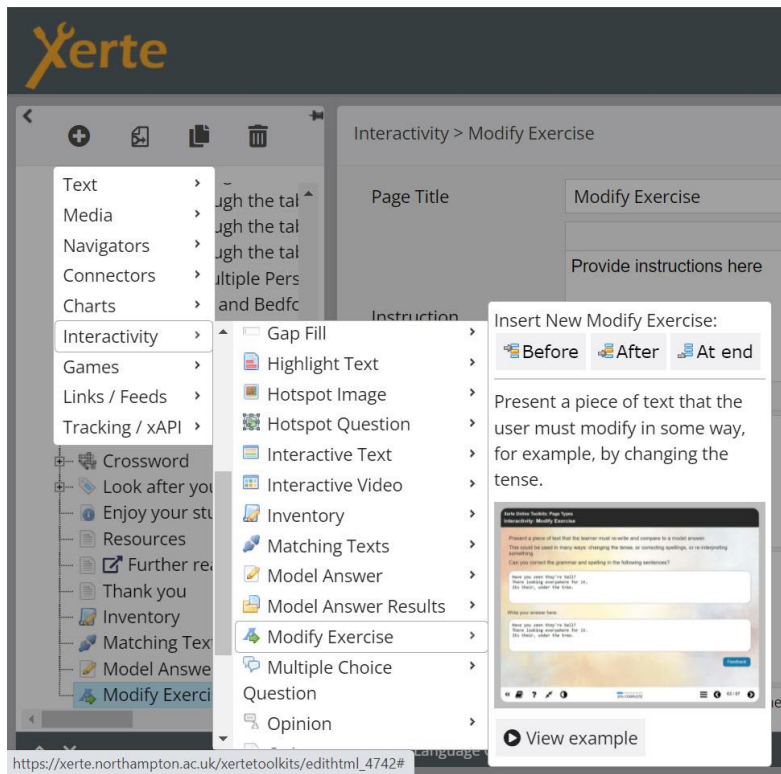
The instruction and question on page 39 was:
 Think about who's vision this piece of film is.

Your response was:
 Work with the Director

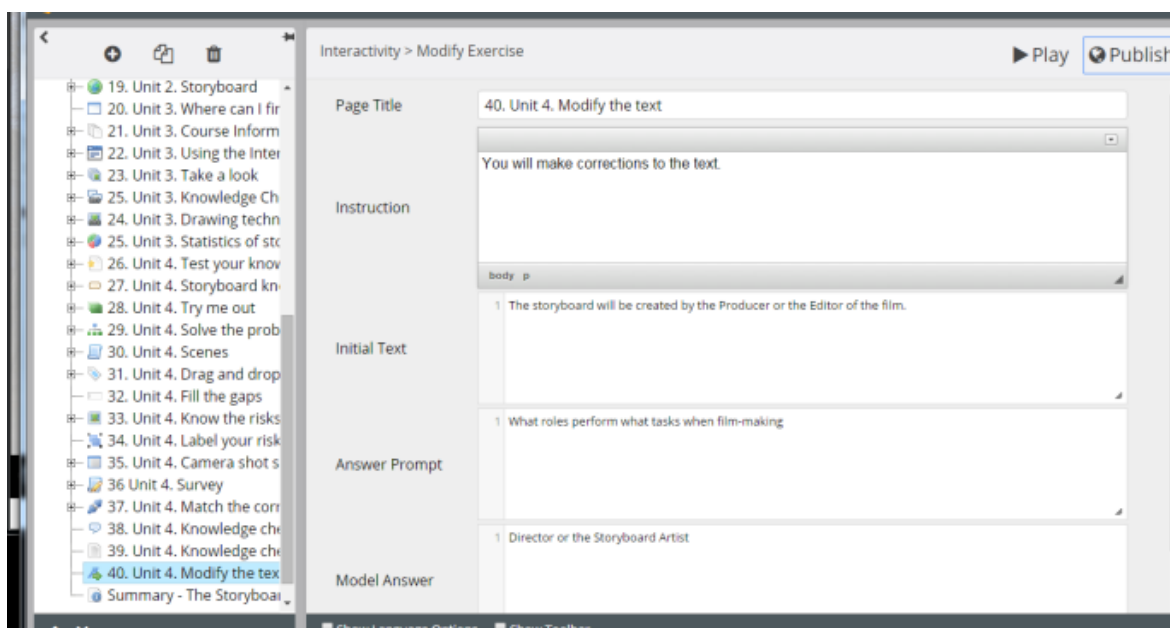
The example answer was:
 The Director will need to be involved. Sometimes on small short film productions the Director draws the storyboard. If a storyboard is being created by a storyboard artist the Director and artist need to work together on it.

Notes page

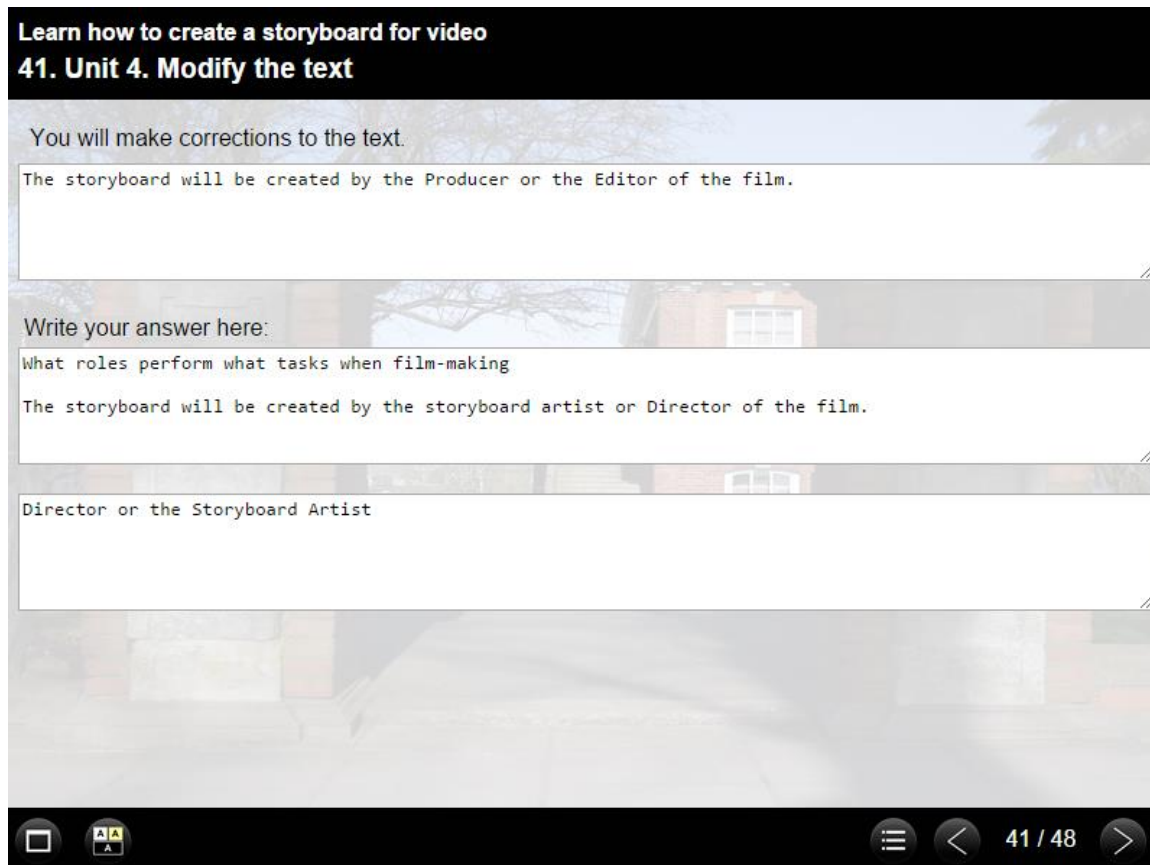
Interactivity > Modify Exercise



Enter the Page title, Instruction text, Initial Text, Answer Prompt and Model Answer in the template, as shown below.



The result will show like this.



Learn how to create a storyboard for video
41. Unit 4. Modify the text

You will make corrections to the text.

The storyboard will be created by the Producer or the Editor of the film.

Write your answer here:

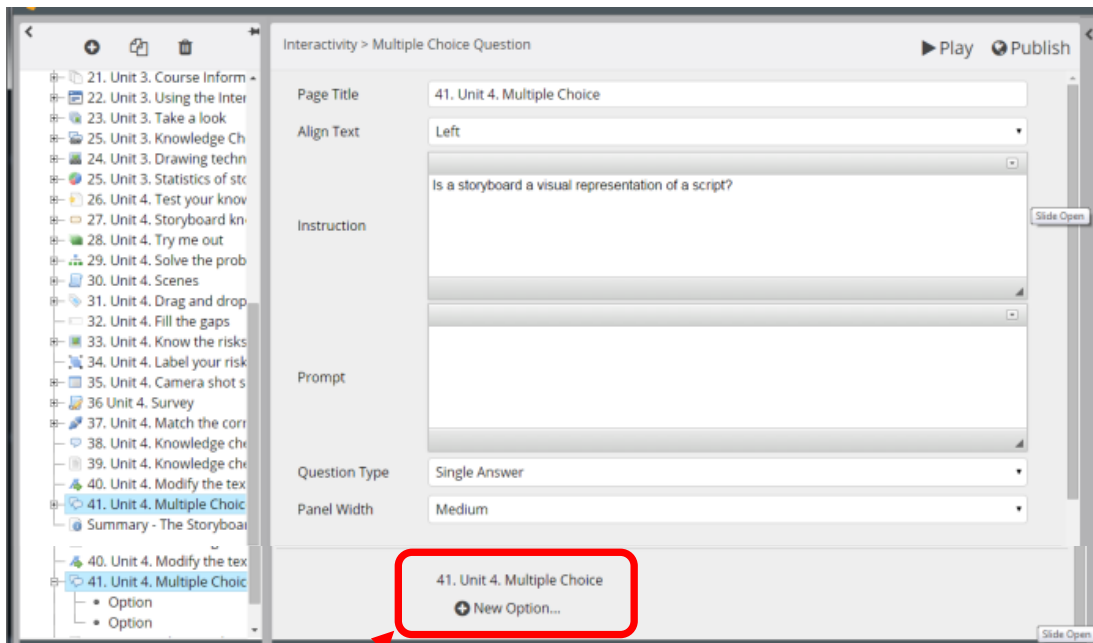
What roles perform what tasks when film-making

The storyboard will be created by the storyboard artist or Director of the film.

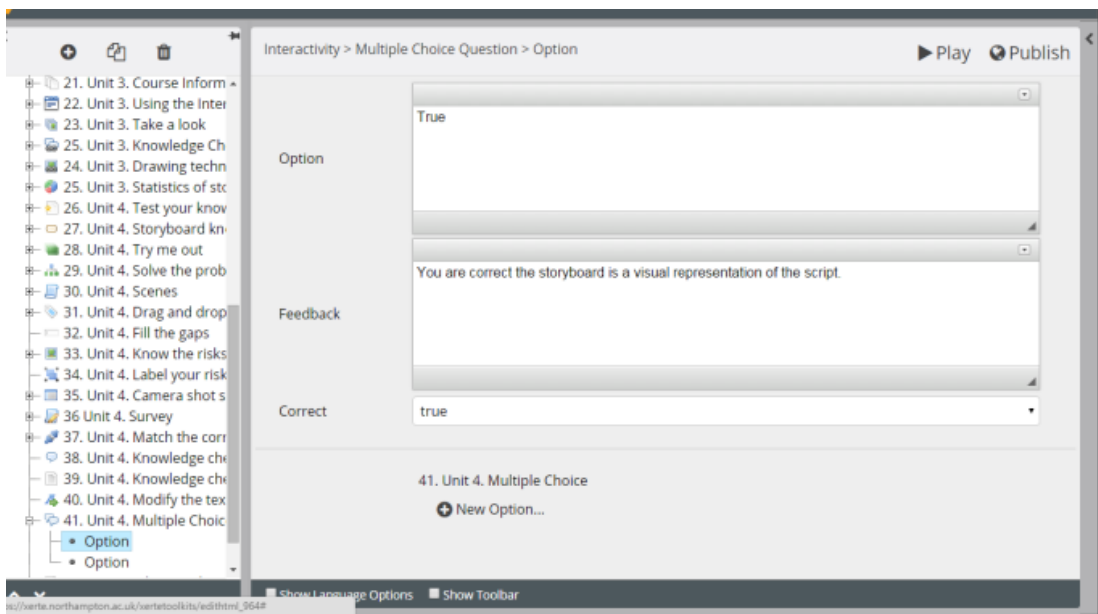
Director or the Storyboard Artist

41 / 48

Interactivity > Multiple choice

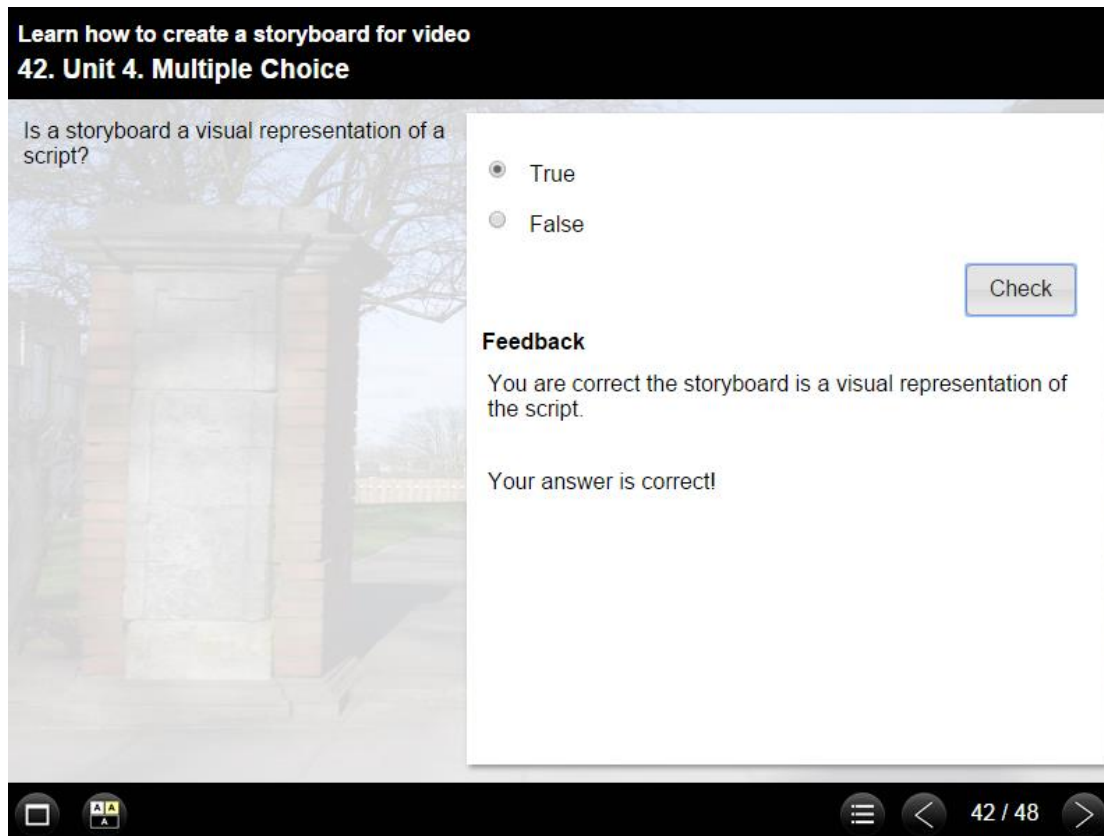


Click on New option and key in your text. Please see the example below.

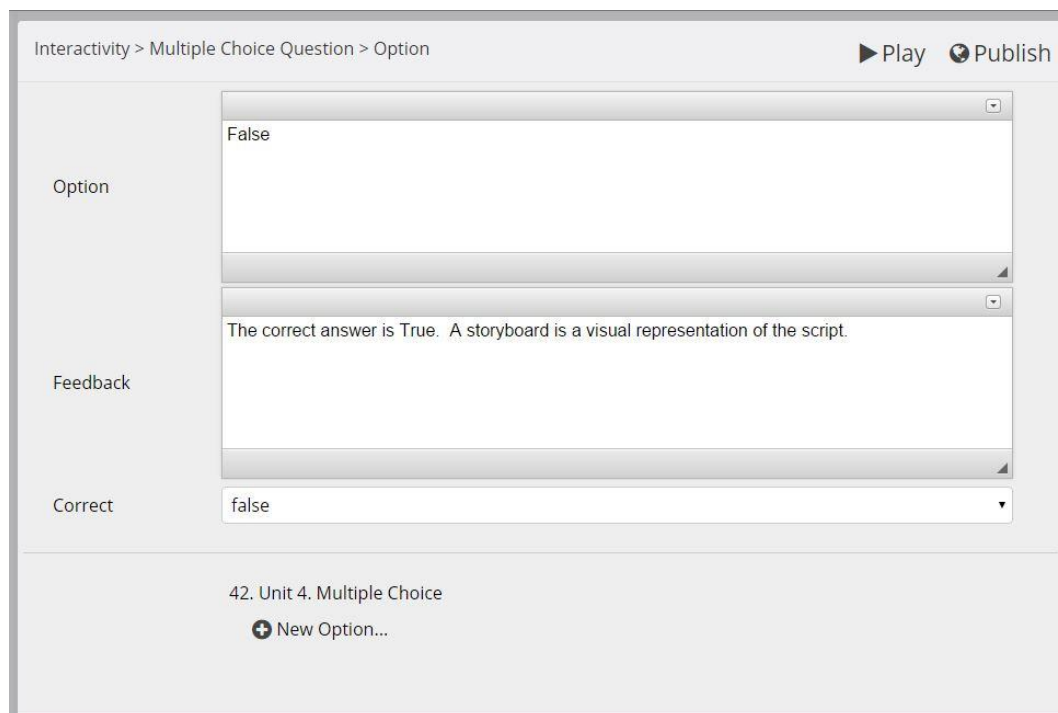


Screenshot showing page type 'Interactivity > Multiple Choice' edit window.

Multiple choice will show like this example below. Another option of False is shown here.

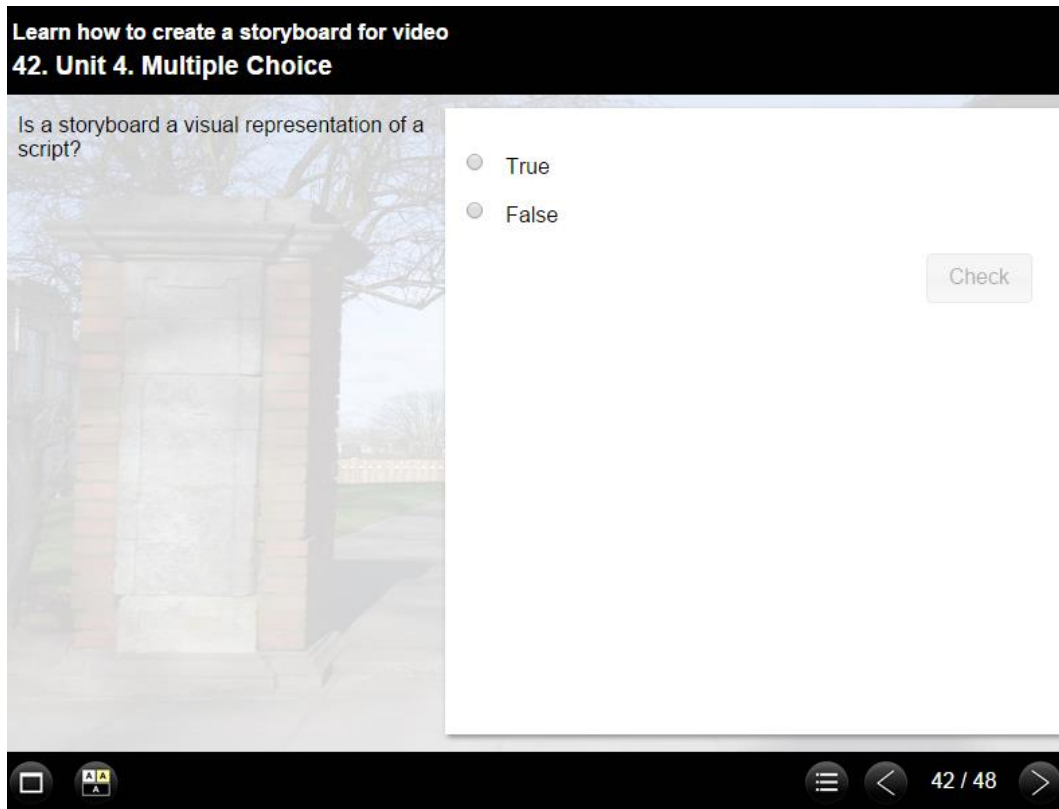


You can add another option to the multiple choice. In the example below, the option of false has been added. If false is selected the feedback will tell the user that the answer is not correct, and the feedback will tell the user the correct answer, thus reinforcing learning.

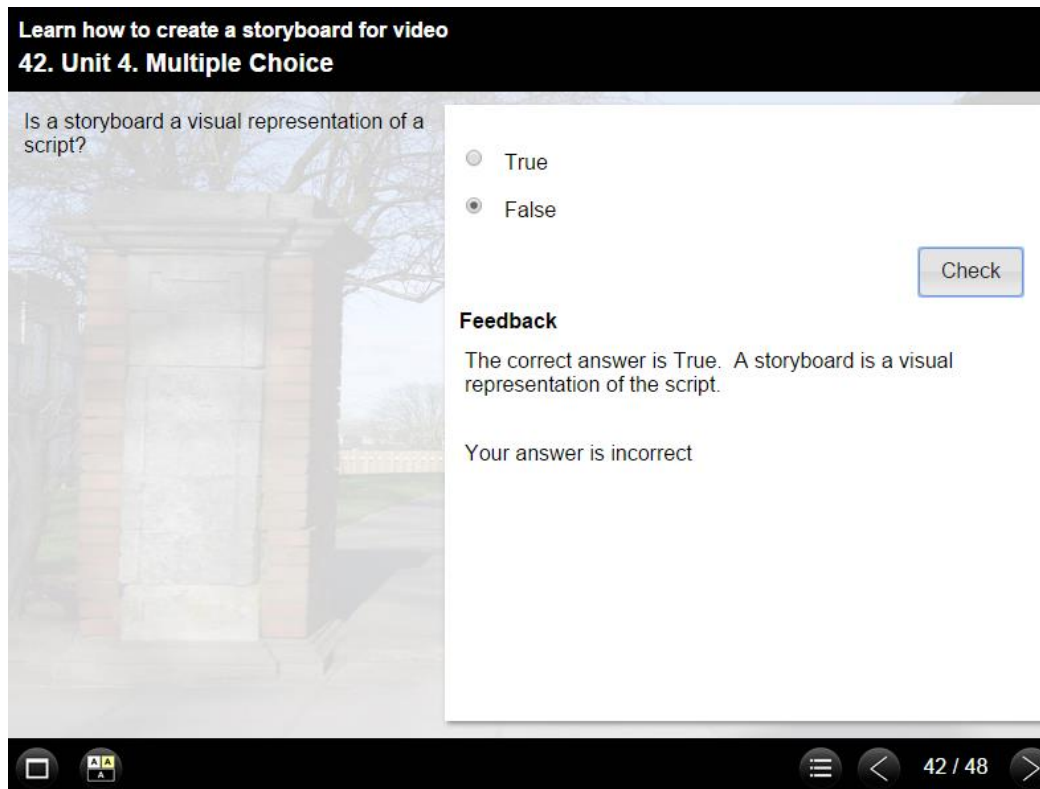


Click on PUBLISH to Save and PLAY to preview.

The example below shows how this will look.



When the user selects False and clicks on Check, the feedback is provided to them. As example is shown below. It is important to reinforce the correct answer by providing it to them.

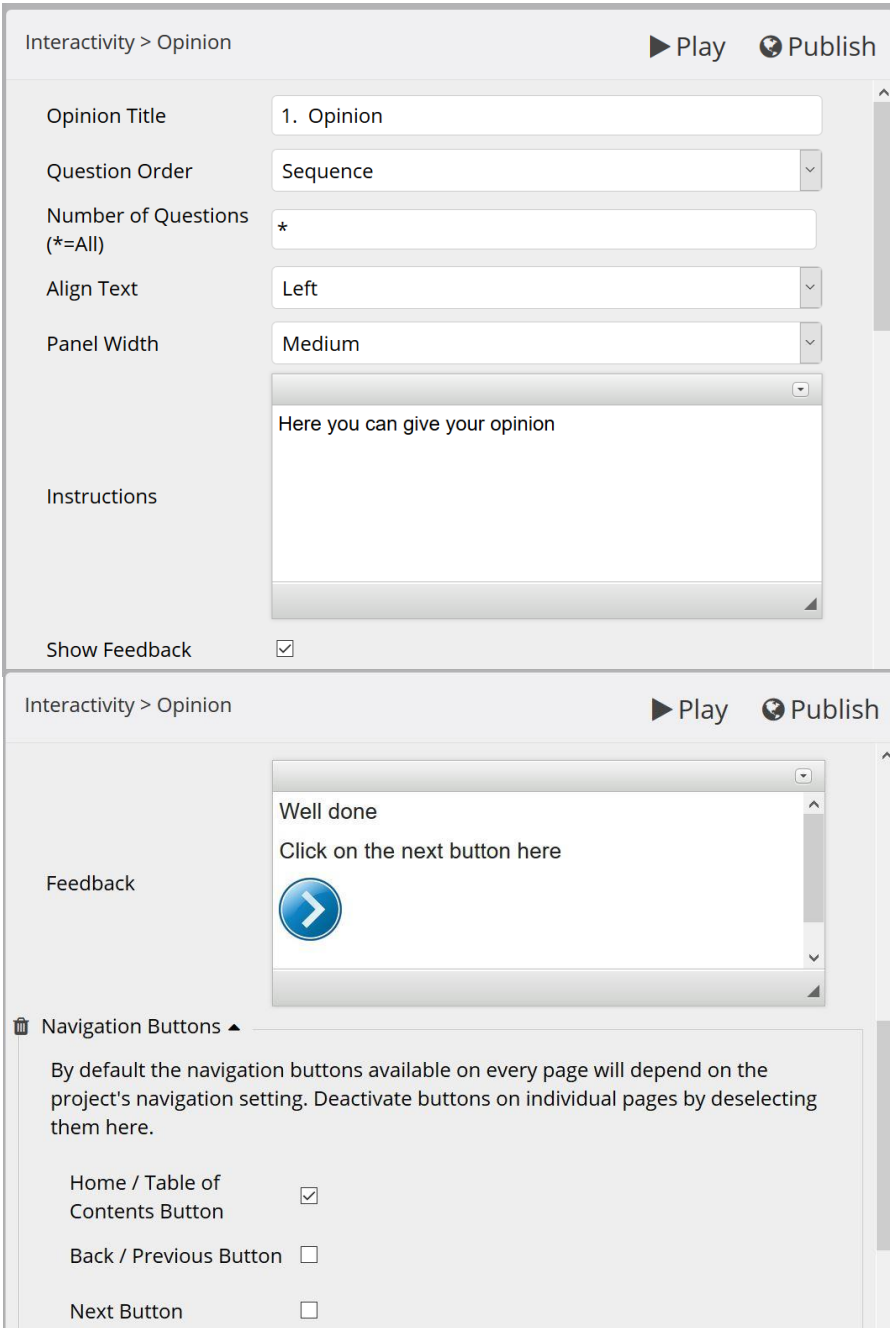


Interactivity > Opinion Page type

Setting up an Opinion Page

Create an 'opinion' via a series of questions that can be answered via slider or radio button interactions. Each question can be either radio buttons or a slider and each slider can have different labels/configurations. The questions can be shown all on one page or with for example 3 questions per page.

Step 1




The screenshot displays the configuration interface for an 'Opinion' page type in Xerte. It is divided into two main sections: the top section for general settings and the bottom section for feedback and navigation.

Top Section: General Settings

- Opinion Title:** 1. Opinion
- Question Order:** Sequence
- Number of Questions (*=All):** *
- Align Text:** Left
- Panel Width:** Medium
- Instructions:** Here you can give your opinion
- Show Feedback:**

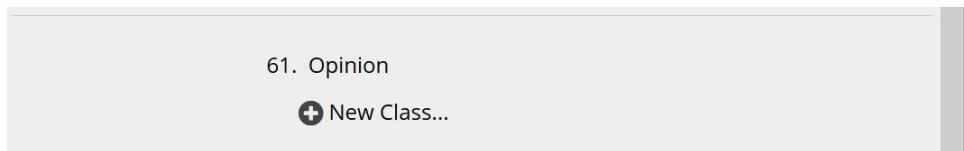
Bottom Section: Feedback and Navigation

- Feedback:** Well done
Click on the next button here

- Navigation Buttons:**
 - Home / Table of Contents Button:
 - Back / Previous Button:
 - Next Button:

Note: In this exercise we de-select the Back / Previous Button and Next Button as the intention is for the user to complete the activity before being able to move forward to the next page in the e-learning package. An arrow image has been added to the feedback area and Xerte page link set up.

Step 2

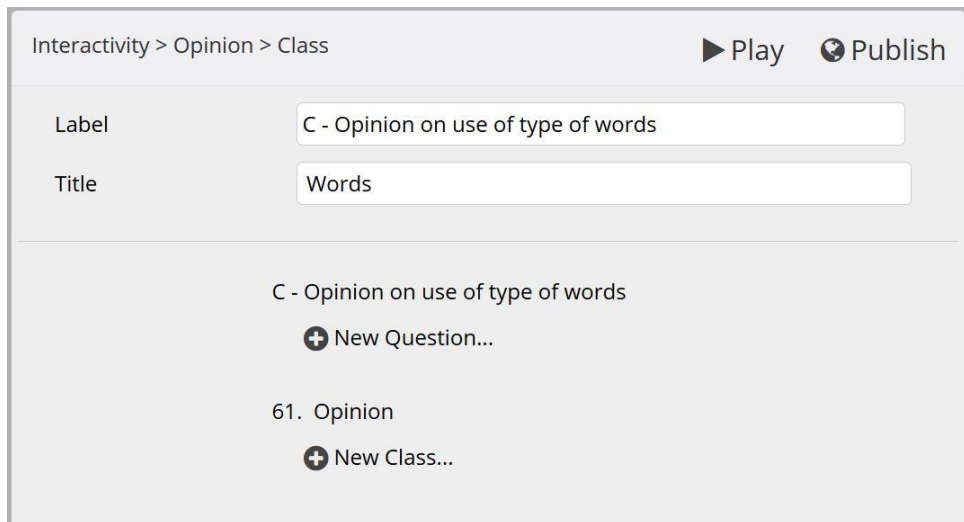
Click on + New Class



Step 3

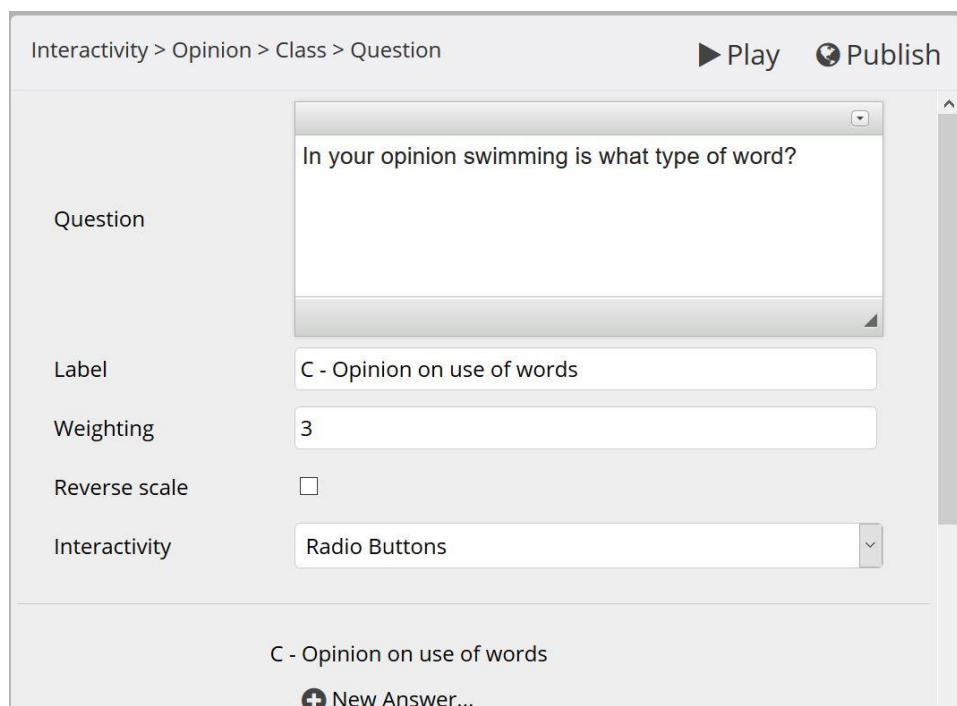
On the screen presented to you (as shown below) you will add the label and Title.

Tip: Leave 'C-' in the Label area and add your text. The example below shows the text added 'Opinion on use of type of words'.



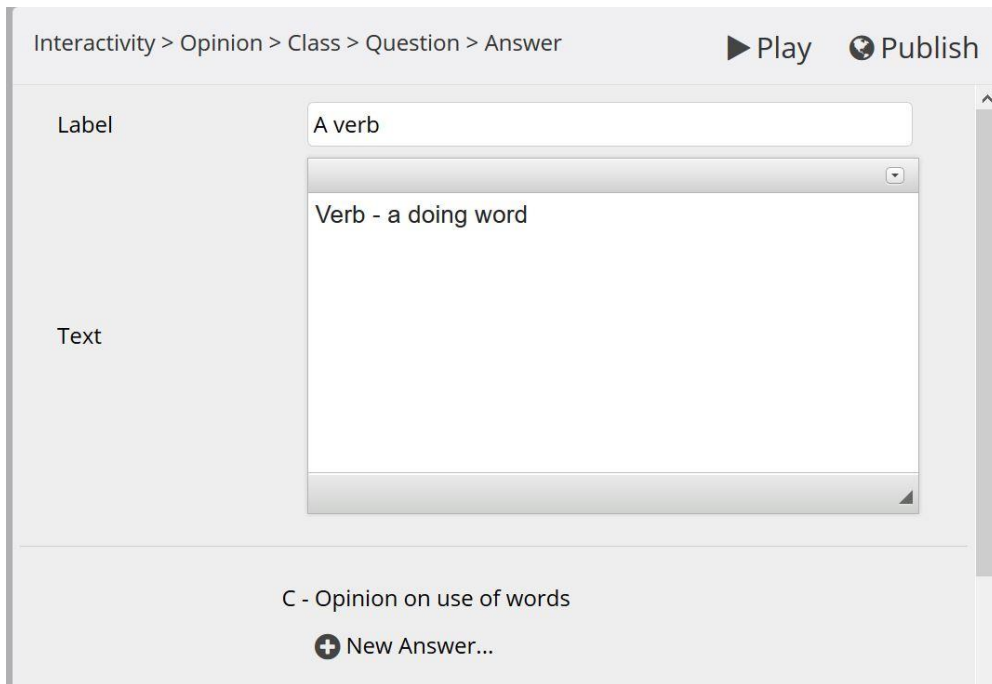
Step 4

Click on + New Question and key in your question. Add a Label (which includes the 'C-' and give this question a weighting. Refer to the screenshot below.



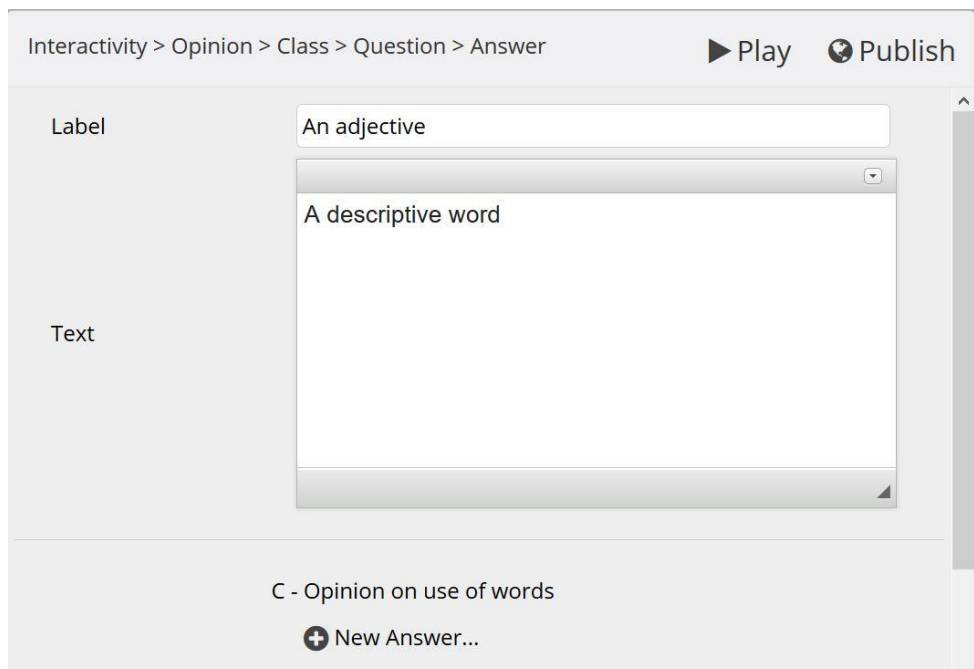
Step 5

Click on the + New Answer... option (as shown on the previous screenshot on page 114). Key in your Label heading, in this case 'A verb' and key in the answer text, eg 'Verb – a doing word'.



The screenshot shows the Xerte interface for editing an answer. The breadcrumb trail at the top reads "Interactivity > Opinion > Class > Question > Answer". To the right are "Play" and "Publish" buttons. The "Label" field contains the text "A verb". Below it, a text area contains "Verb - a doing word". At the bottom, the text "C - Opinion on use of words" is displayed, followed by a "+ New Answer..." button.

Click on + New Answer... again and add a second Label and text, see the example below.

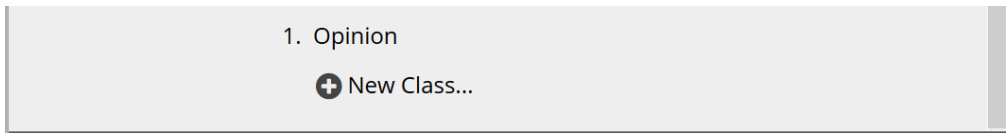


The screenshot shows the Xerte interface for editing a second answer. The breadcrumb trail at the top reads "Interactivity > Opinion > Class > Question > Answer". To the right are "Play" and "Publish" buttons. The "Label" field contains the text "An adjective". Below it, a text area contains "A descriptive word". At the bottom, the text "C - Opinion on use of words" is displayed, followed by a "+ New Answer..." button.

Now you are ready to add a second class.

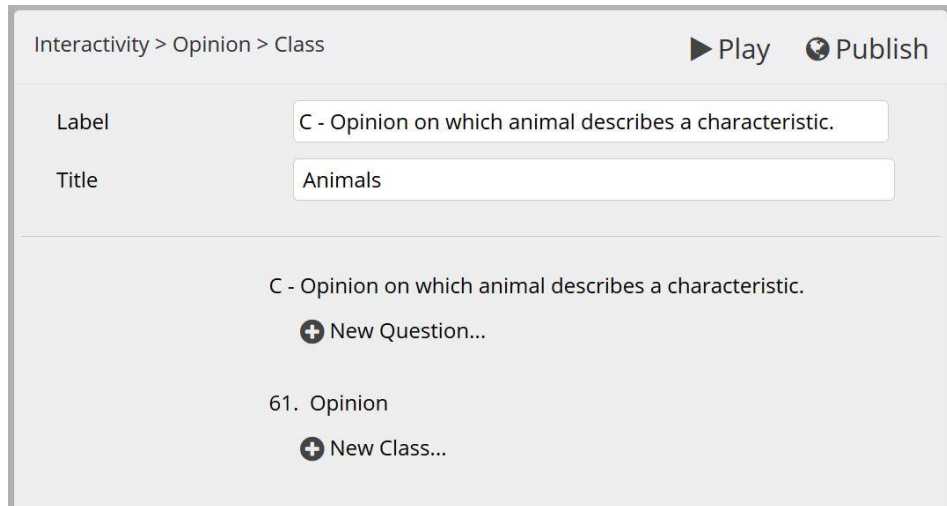
Step 6

Click on + New Class



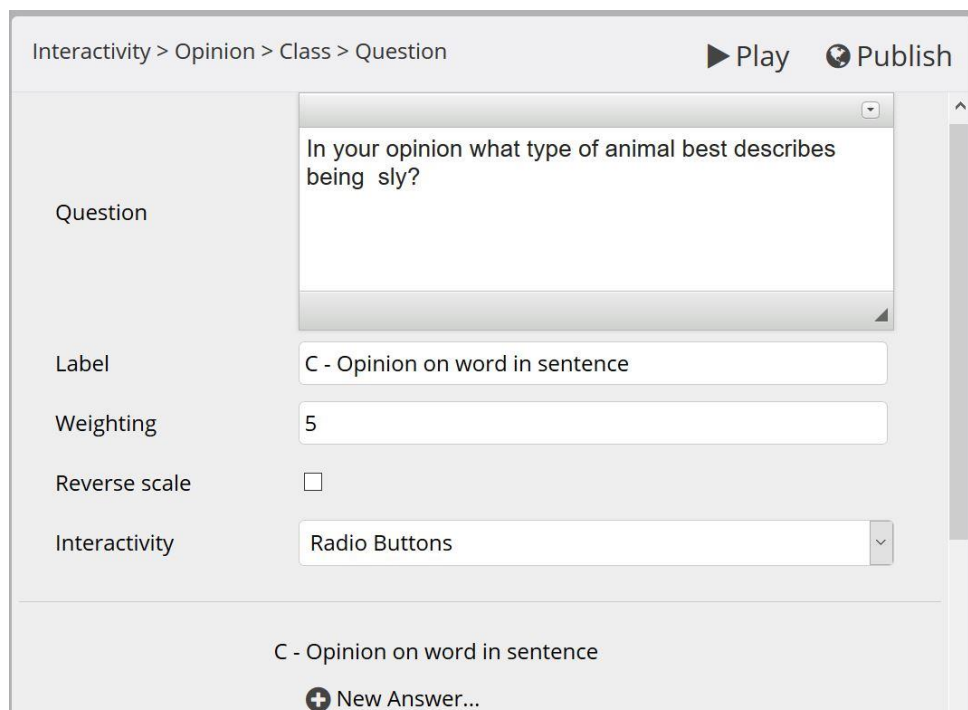
Step 7

Key in your Label making sure that 'C-' precedes the opinion text you write. See below.



Step 8

Click on + New Question and enter your question text, as displayed in the screenshot below. Add the Label with the 'C-' and give the weighting for this opinion.

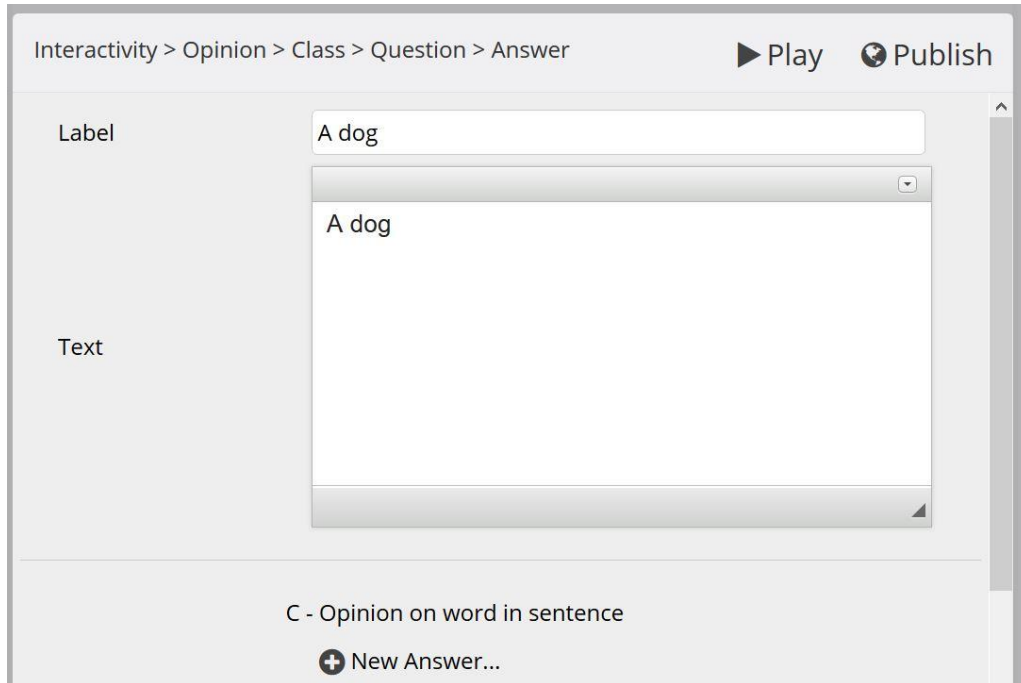


Step 9

Click on + New Answer

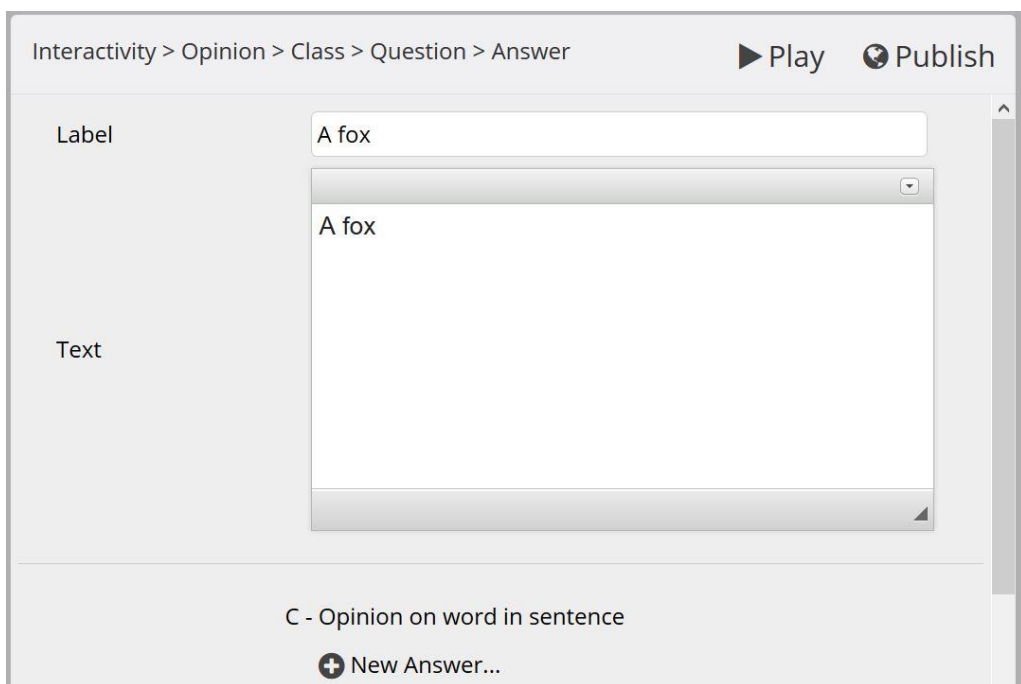
Add your Label answer and the text to display. An example of 2 answers is shown below.

First answer



The screenshot shows the Xerte interface for editing an answer. At the top, the breadcrumb trail reads "Interactivity > Opinion > Class > Question > Answer". To the right are "Play" and "Publish" buttons. The "Label" field contains the text "A dog". Below it, a preview window shows "A dog" in a larger font. The "Text" field is empty. At the bottom, the question type is identified as "C - Opinion on word in sentence", and a "+ New Answer..." button is visible.

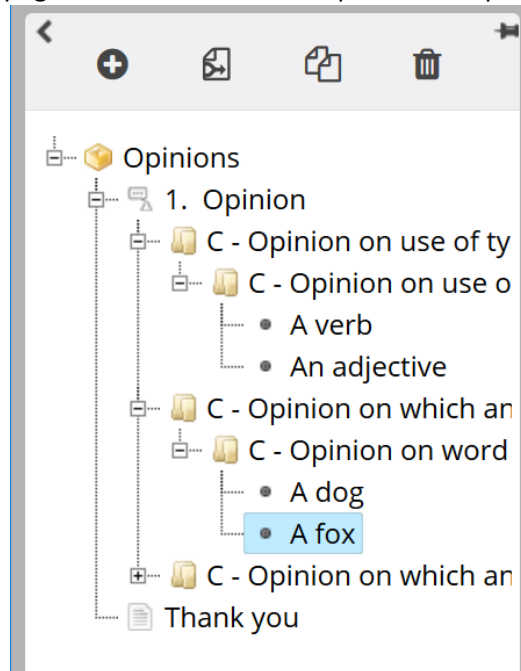
Second answer



The screenshot shows the Xerte interface for editing a second answer. The breadcrumb trail and buttons are identical to the first screenshot. The "Label" field contains the text "A fox". The preview window shows "A fox" in a larger font. The "Text" field is empty. At the bottom, the question type is identified as "C - Opinion on word in sentence", and a "+ New Answer..." button is visible.

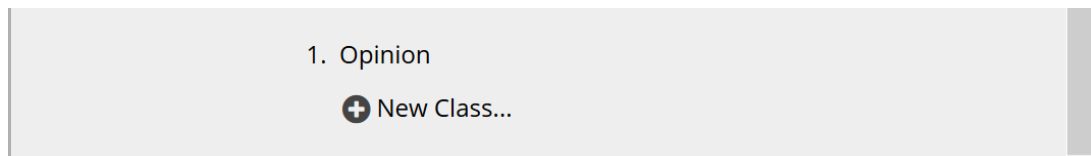
Now you are ready to add your third opinion and you will repeat the steps you have previously done.

Take a look at the left side of the screen and you will see the hierarchy of the Opinion Page. Note that in the example below a third opinion is already added. There is also a 'Thank you' page which has been added to the Xerte using Text > Plain Text page type and the 'NEXT' button you manually add will go to that page after the user has completed the Opinion activity.

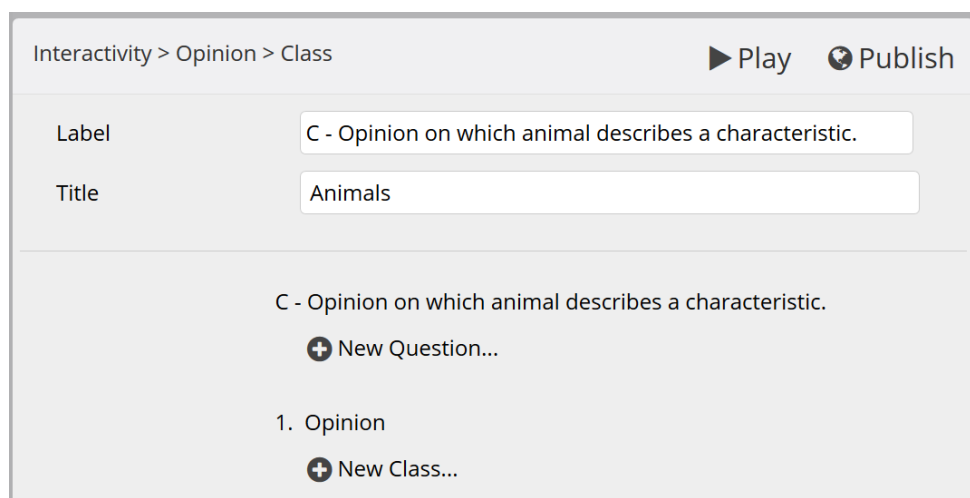


Step 10

Click on the + New Class option



This example shows a Label making sure 'C-' precedes the opinion text, and a Title.



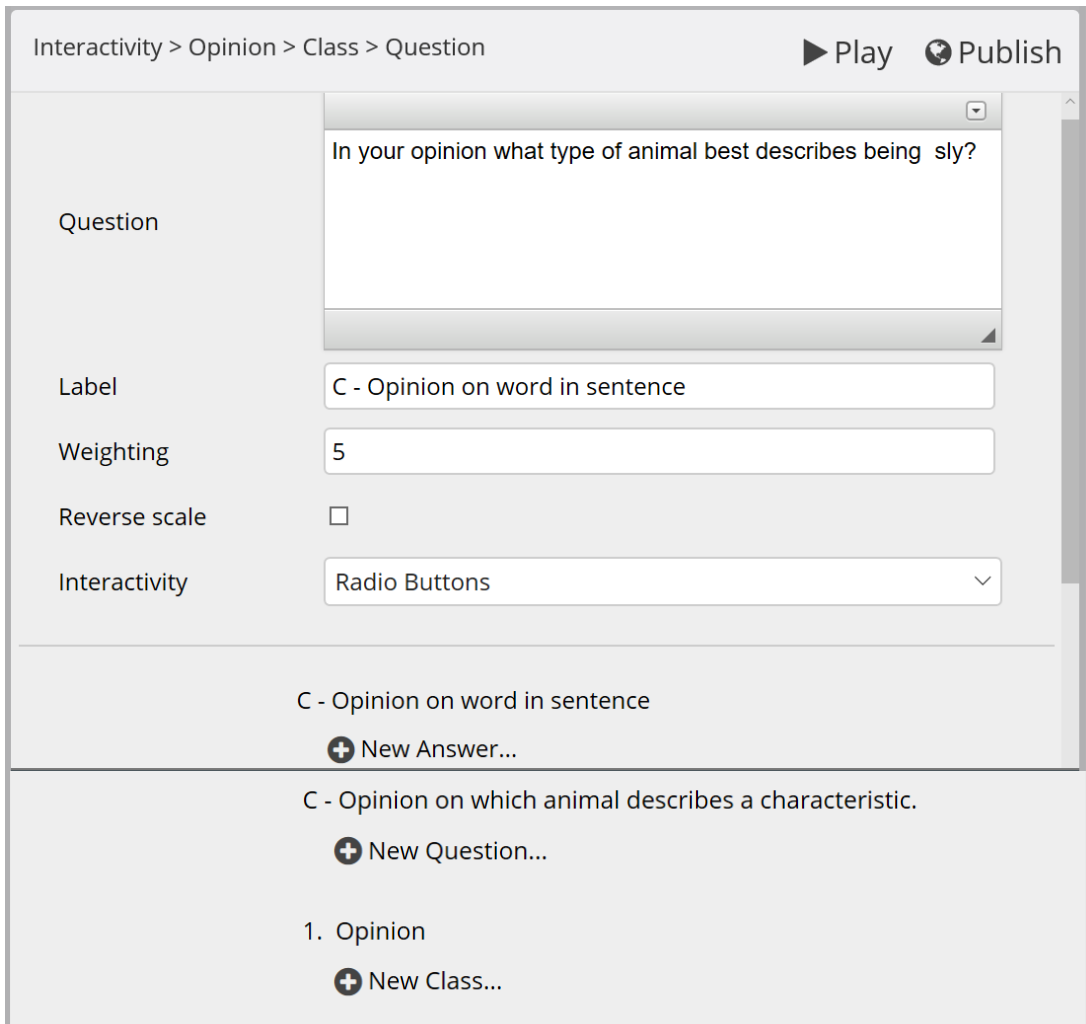
Click on + New Question...

Step 11

Having clicked on + New Question, you can now enter your third opinion question.

Key in the label text which includes the 'C-', and enter a weighting.

You can select the Interactivity from two options, 'Radio Buttons' or 'Slider'.



The screenshot shows the Xerte question editor interface. At the top, there is a breadcrumb trail: "Interactivity > Opinion > Class > Question". To the right of the breadcrumb are two buttons: "Play" (with a play icon) and "Publish" (with a globe icon). The main area is divided into two sections. The top section is a form with the following fields:

- Question:** A text area containing the question: "In your opinion what type of animal best describes being sly?"
- Label:** A text input field containing "C - Opinion on word in sentence".
- Weighting:** A text input field containing "5".
- Reverse scale:** A checkbox that is currently unchecked.
- Interactivity:** A dropdown menu currently set to "Radio Buttons".

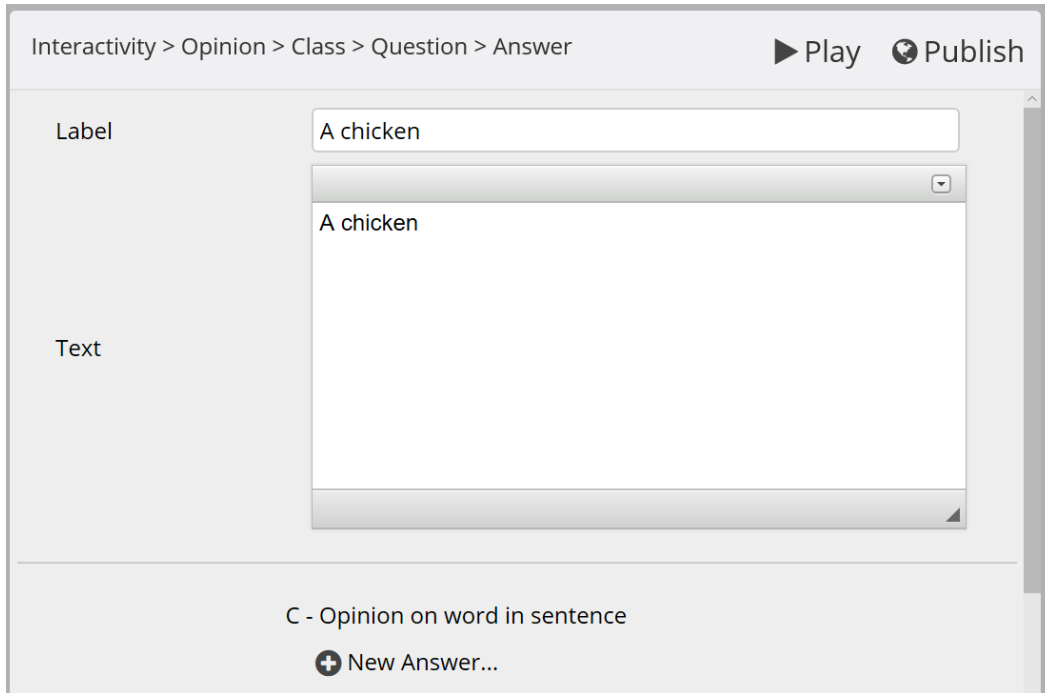
The bottom section shows a list of existing questions and classes, each with a plus icon and a label:

- C - Opinion on word in sentence
+ New Answer...
- C - Opinion on which animal describes a characteristic.
+ New Question...
- 1. Opinion
+ New Class...

Then click on + New Answer...

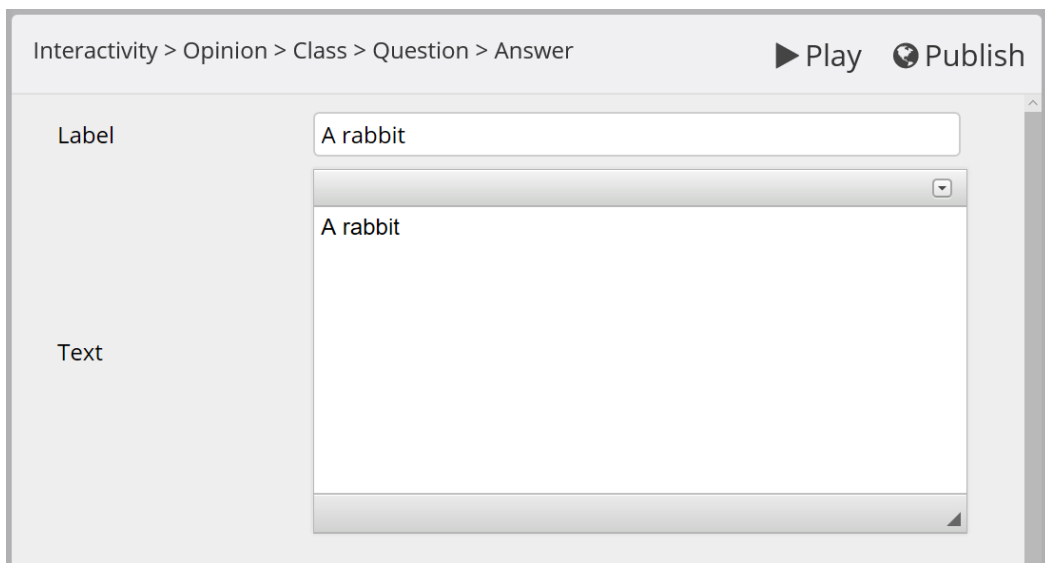
Step 12

Having clicked on + New Answer... you will see the screen below where you enter the answer in the Label area and Text area.



The screenshot shows the Xerte interface for editing an answer. The breadcrumb trail at the top reads "Interactivity > Opinion > Class > Question > Answer". To the right of the breadcrumb are "Play" and "Publish" buttons. The interface is divided into two main sections: "Label" and "Text". In the "Label" section, a text input field contains the text "A chicken". Below this, a larger text area also contains "A chicken". At the bottom of the interface, the text "C - Opinion on word in sentence" is displayed, followed by a "+ New Answer..." button.

Finally click on +New Answer... and enter the second answer in the Label and Text area.



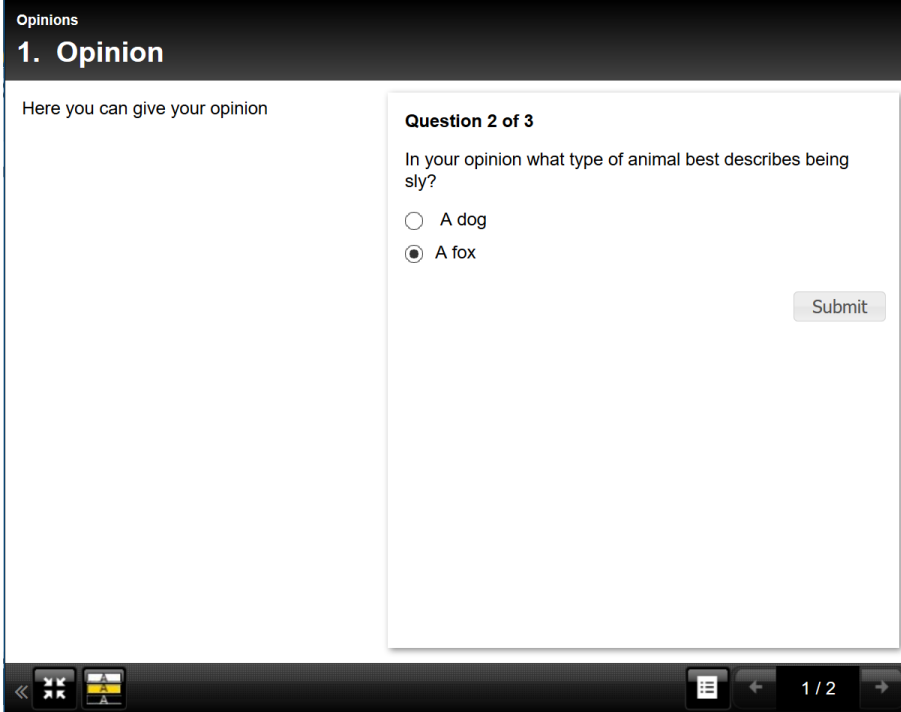
The screenshot shows the Xerte interface for editing a second answer. The breadcrumb trail at the top reads "Interactivity > Opinion > Class > Question > Answer". To the right of the breadcrumb are "Play" and "Publish" buttons. The interface is divided into two main sections: "Label" and "Text". In the "Label" section, a text input field contains the text "A rabbit". Below this, a larger text area also contains "A rabbit". At the bottom of the interface, the text "C - Opinion on word in sentence" is displayed, followed by a "+ New Answer..." button.

Press 'Publish' to save the Xerte Learning Object.

The result

To preview the Xerte Learning Object press the 'Play' button found to the left of the 'Publish' button.

Note: The Opinion Page does not play using 'Edge' browser. Use Firefox, Safari or Chrome.



Opinions

1. Opinion

Here you can give your opinion

Question 2 of 3

In your opinion what type of animal best describes being sly?

A dog

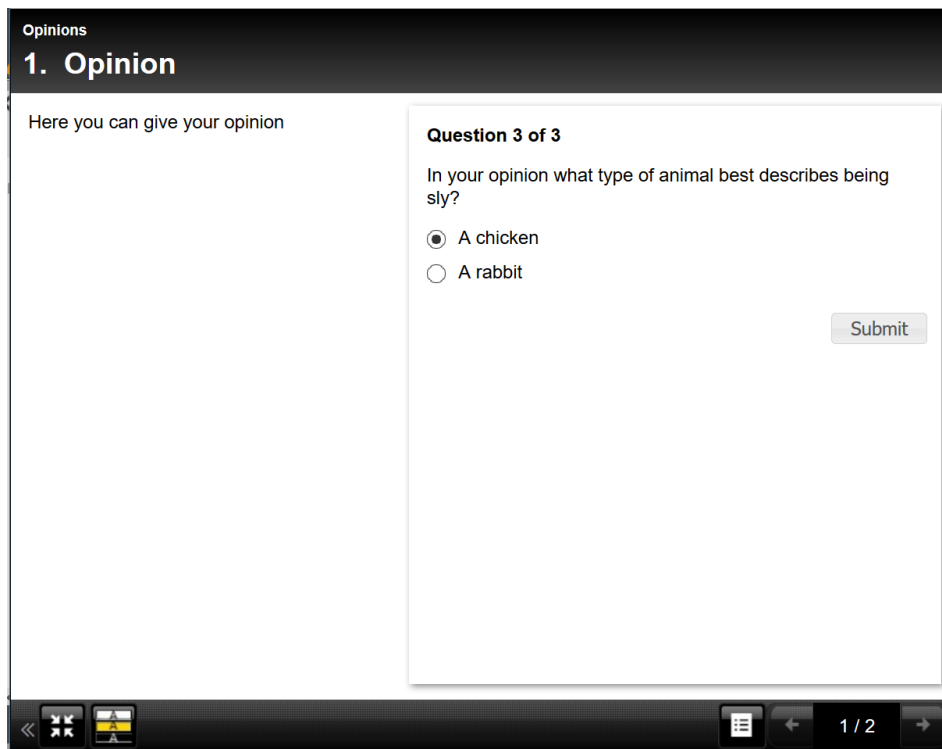
A fox

Submit

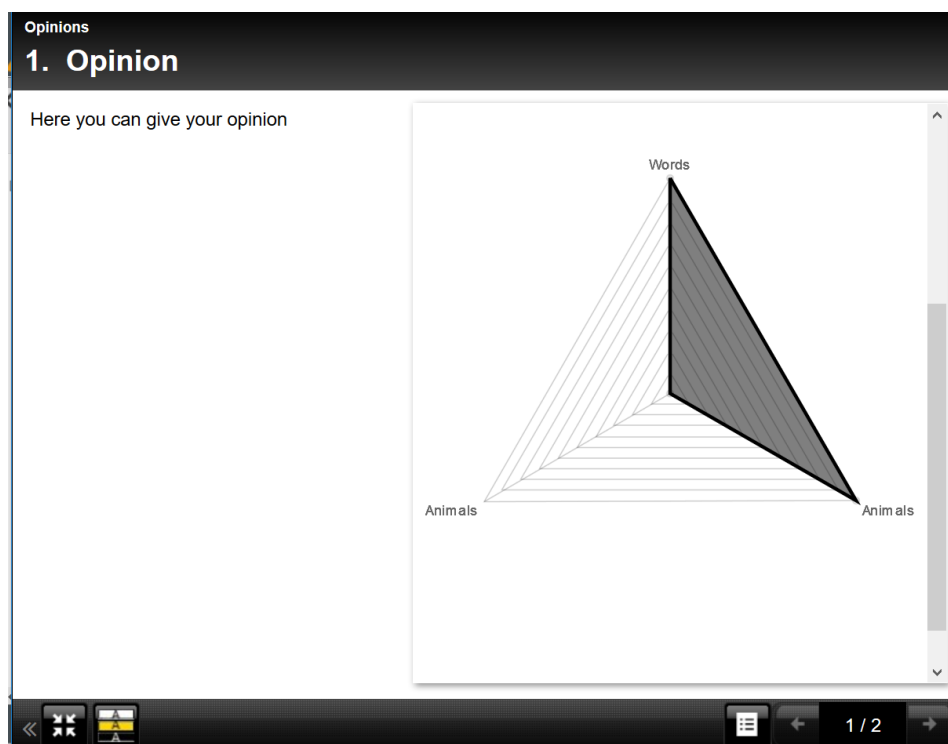
< > 1 / 2

The user can make an opinion and check the box against the option they agree with.

The user can then select the third opinion option of their choice.



Note: It is the 'Weight' that you give to the opinion when you set this page type up which will determine the outcome.



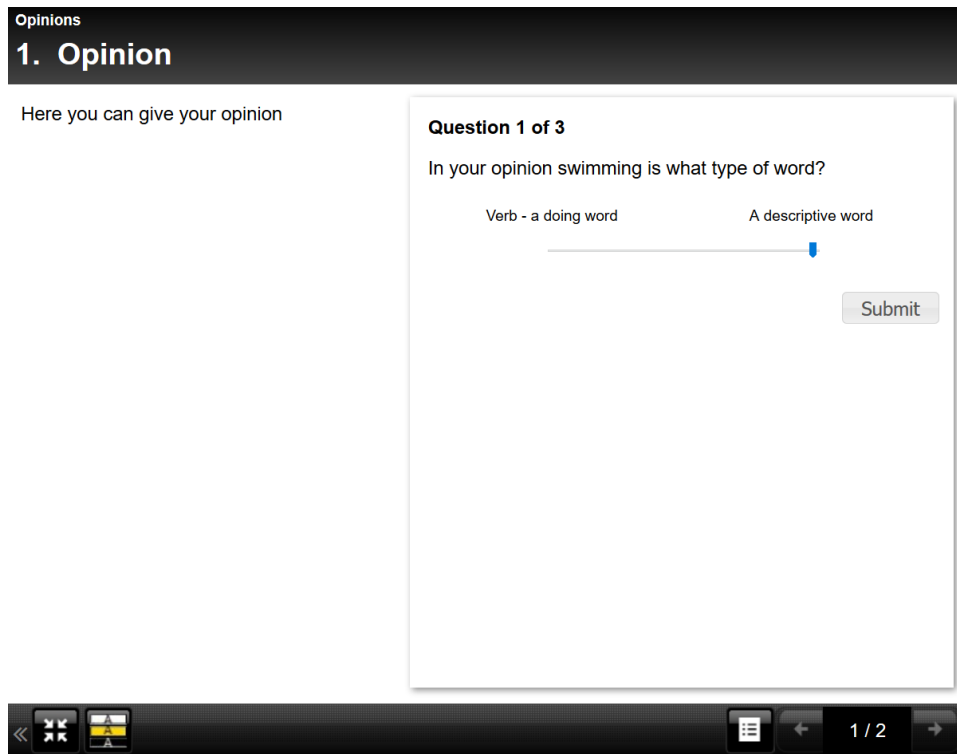


Tip: This exercise uses opinions about animals and contains three Class Titles. Two of the Class Titles are the same and called 'Animal' and this is permitted. The other Class Title is called 'Word'.

The final diagram will show the contrast

Appearance of the Opinion Page Type in play mode.

If you set your Opinion page up using the 'Slider' option the result will display as shown in the screenshot below.



Opinions

1. Opinion

Here you can give your opinion

Question 1 of 3

In your opinion swimming is what type of word?

Verb - a doing word A descriptive word

Submit

1 / 2

Interactivity > Quiz

Interactivity > Quiz ▶ Play Publish

Quiz Title

Question Order

Number of Questions (*=All)

Align Text

Panel Width

Instructions

Answer the quiz question by selecting the correct answer from the list of answers.

Judge Questions

Show Feedback

Scroll down the screen and select +New Question...

Quiz questions 3

New Question...

New question

Interactivity > Quiz > Question ▶ Play Publish

Question

Referring to horses, what weed found in UK pastures is poisonous?

Label

Question Type


Referring to horses, what weed found in UK pastures is poisonous?


New Answer...

Quiz questions 3

New Question...

Scroll down the screen and Select + New Answer....

Interactivity > Quiz > Question > Answer ▶ Play  Publish

Answer	<input type="text" value="Blue navelwort"/>
Label	<input type="text" value="Blue navelwort"/>
Feedback 	<input type="text" value="Blue navelwort is not poisonous to horses."/>
Correct	<input type="text" value="False"/>

Referring to horses, what weed found in UK pastures is poisonous?

The Quiz looks like this.

Quiz

Quiz questions 3

Answer the quiz question by selecting the correct answer from the list of answers.

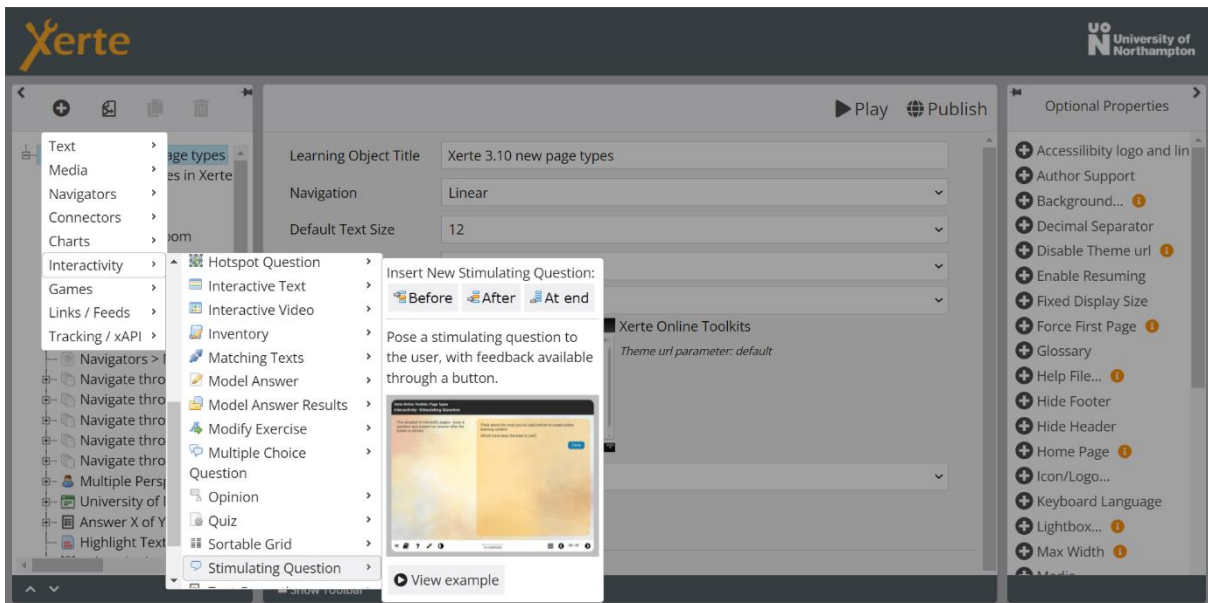
Question 1 of 1

Referring to horses, what weed found in UK pastures is poisonous?

- Blue navelwort
- Clown's Ringwort
- Milkwort
- Ragwort

⏪ ⏩ ⏴ ⏵ 3 / 4 ⏴ ⏵

Interactivity > Stimulating question




Set this page up by keying in the title, question, feedback and

The screenshot shows the configuration form for a 'Stimulating Question'. The form is titled 'Interactivity > Stimulating Question' and includes 'Play' and 'Publish' buttons. It contains several input fields:

- Page Title:** A text input field with the placeholder 'Enter Page Title'.
- Instruction:** A large text area with the placeholder 'Enter Instructions'.
- Question:** A large text area with the placeholder 'Enter a prompt'.
- Feedback:** A text input field with the placeholder 'Enter the Feedback'.

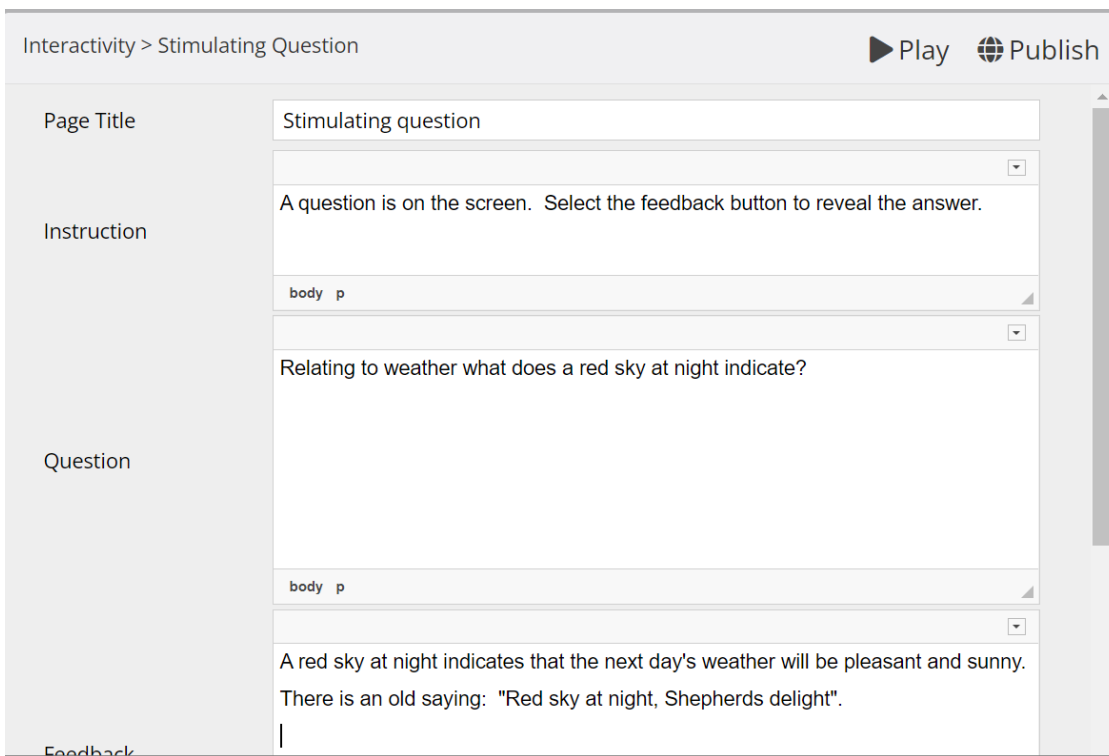
Key in the feedback and choose the panel width and text alignment.



The screenshot shows a settings panel with three sections:

- Feedback:** A large empty text area for entering feedback.
- Panel Width:** A dropdown menu currently set to "Medium".
- Align Text:** A dropdown menu currently set to "Left".

An example below, with the Stimulating Question page populated with a question and feedback.

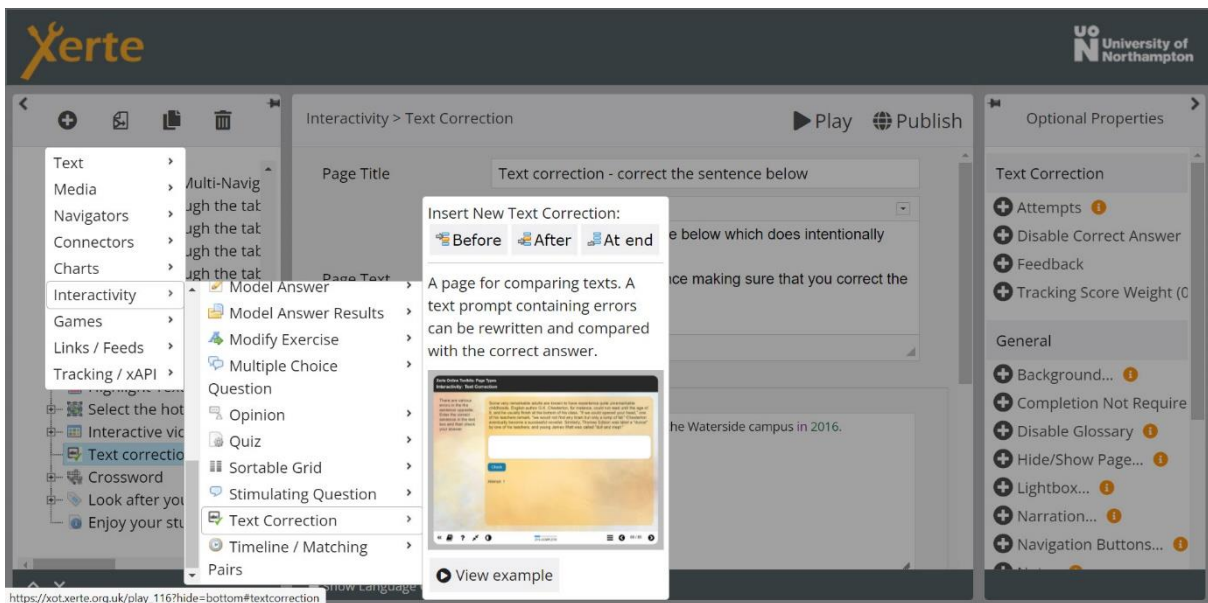


The screenshot shows the Xerte interface for a "Stimulating Question" page. The page title is "Stimulating question". The instruction is "A question is on the screen. Select the feedback button to reveal the answer." The question is "Relating to weather what does a red sky at night indicate?". The feedback is "A red sky at night indicates that the next day's weather will be pleasant and sunny. There is an old saying: 'Red sky at night, Shepherds delight'." The interface includes "Play" and "Publish" buttons at the top right.

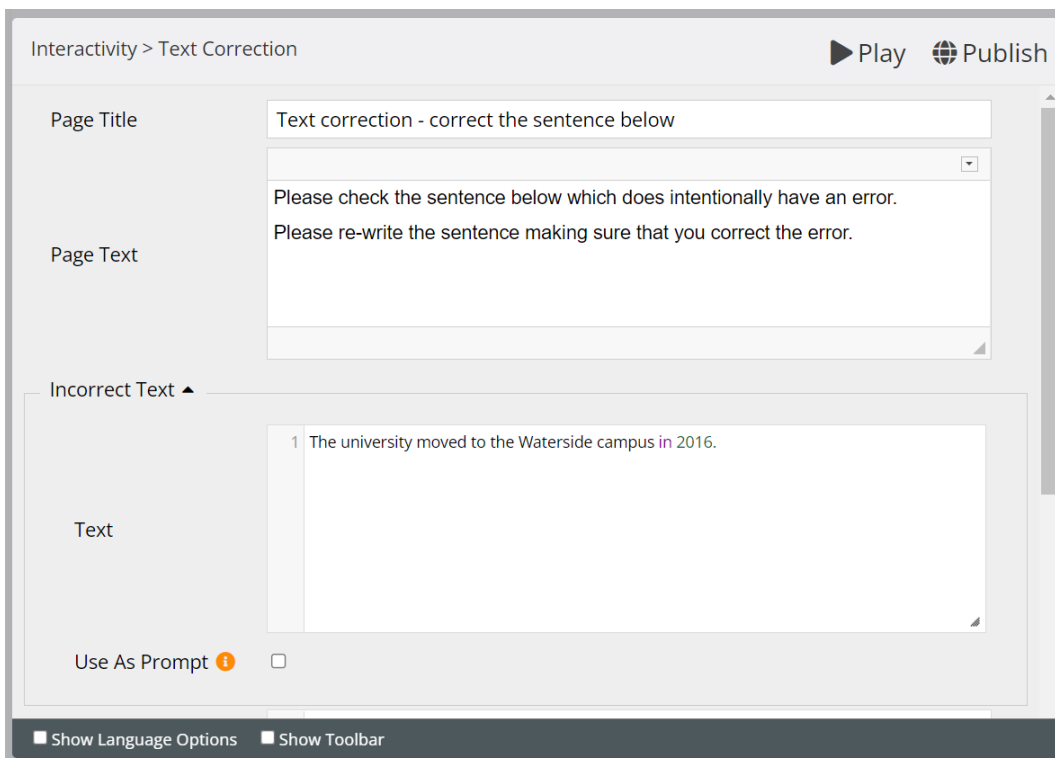
This page will look like this.



Interactivity > Text Correction

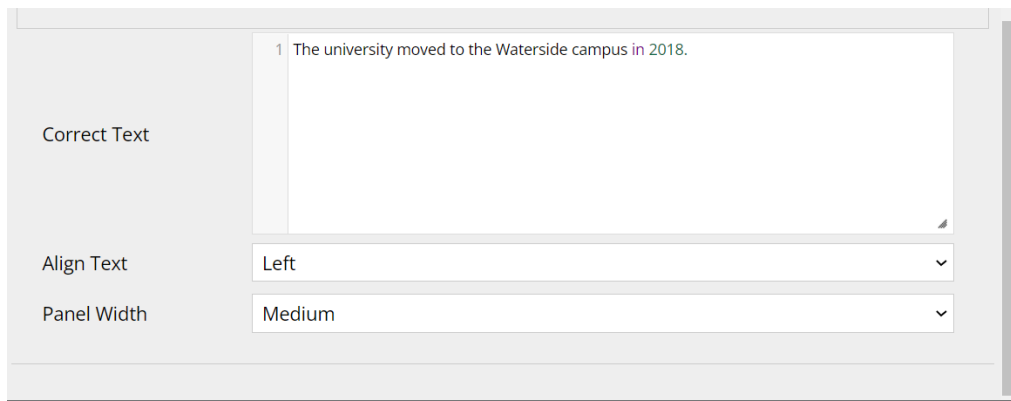


Key in the title and page text which can be instructions for example.

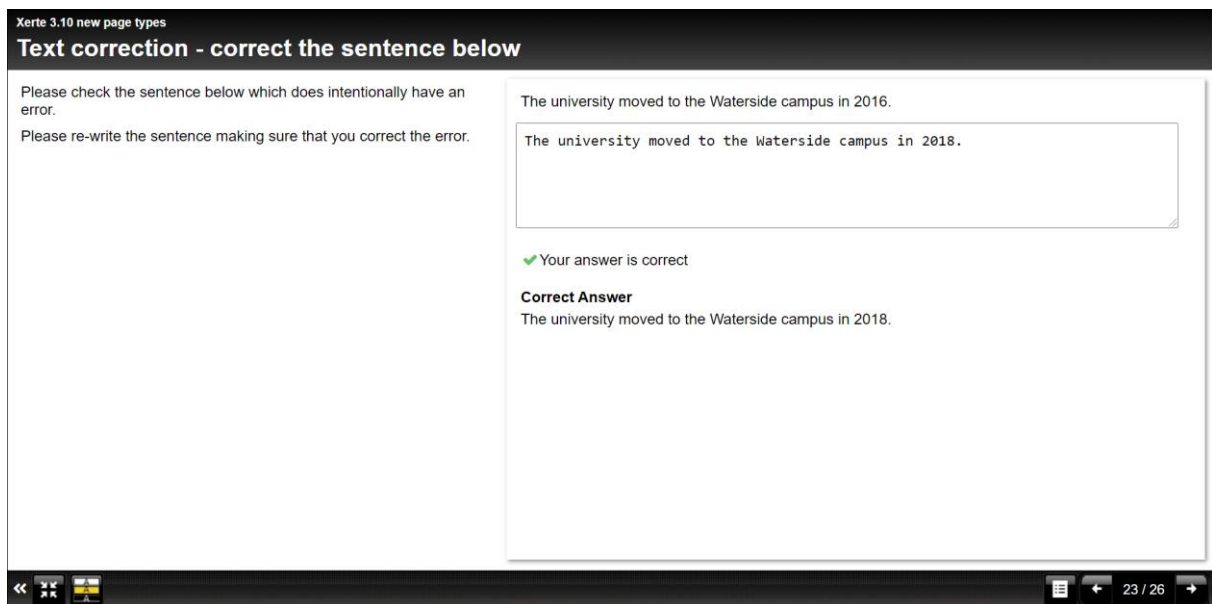


Xerte edit screen for InteractivityText Correction page

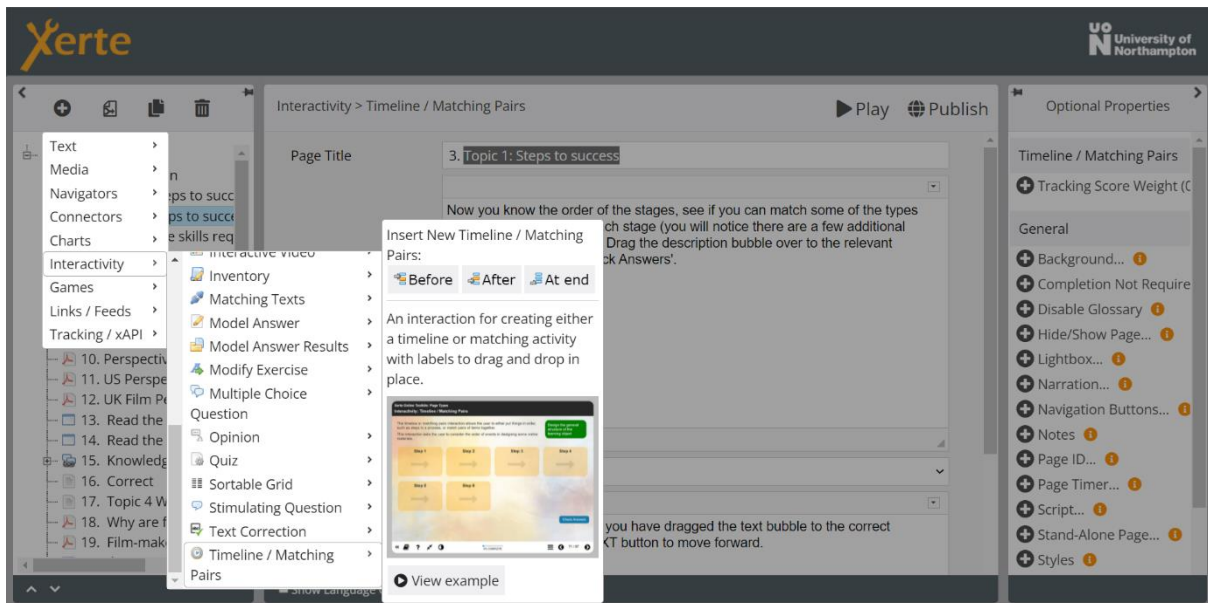
The correct text is keyed in and the end-user will need to key in punctuation to get the correct result.



This is how the Interactivity > Text Correction page

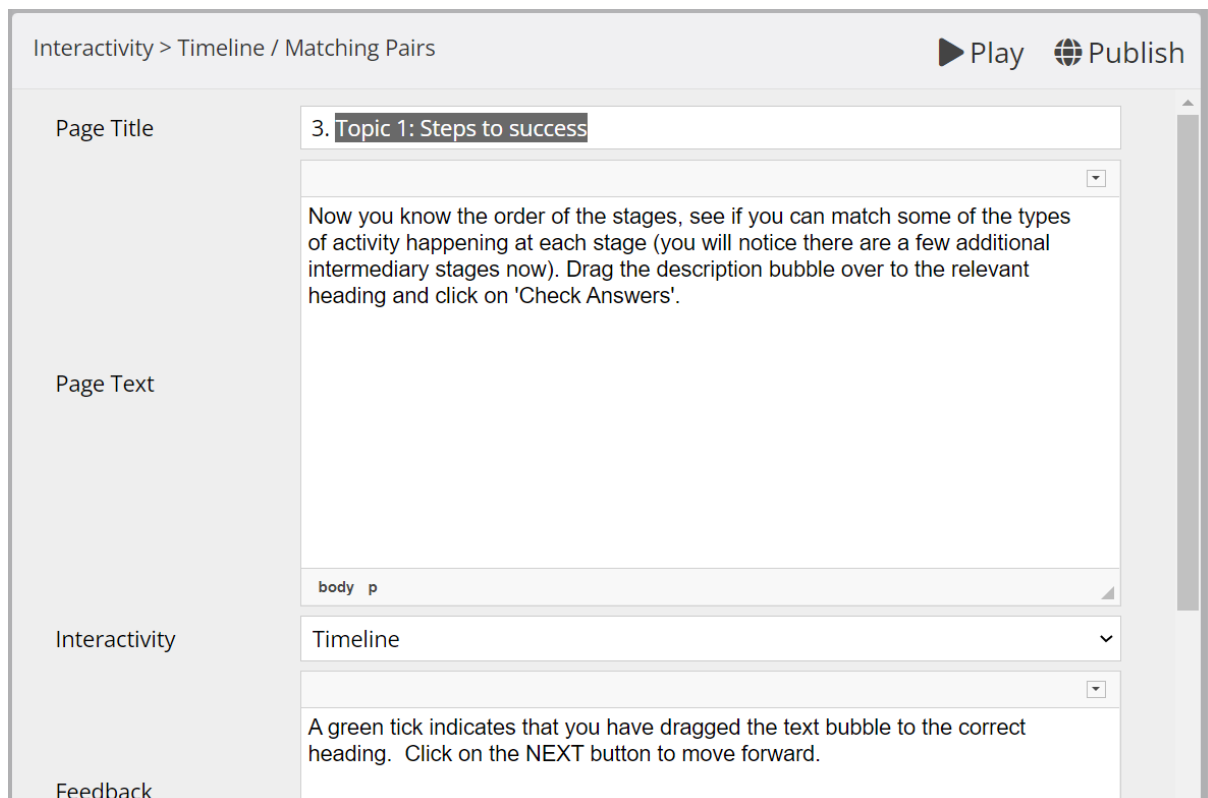


Interactivity > Timeline / Matching

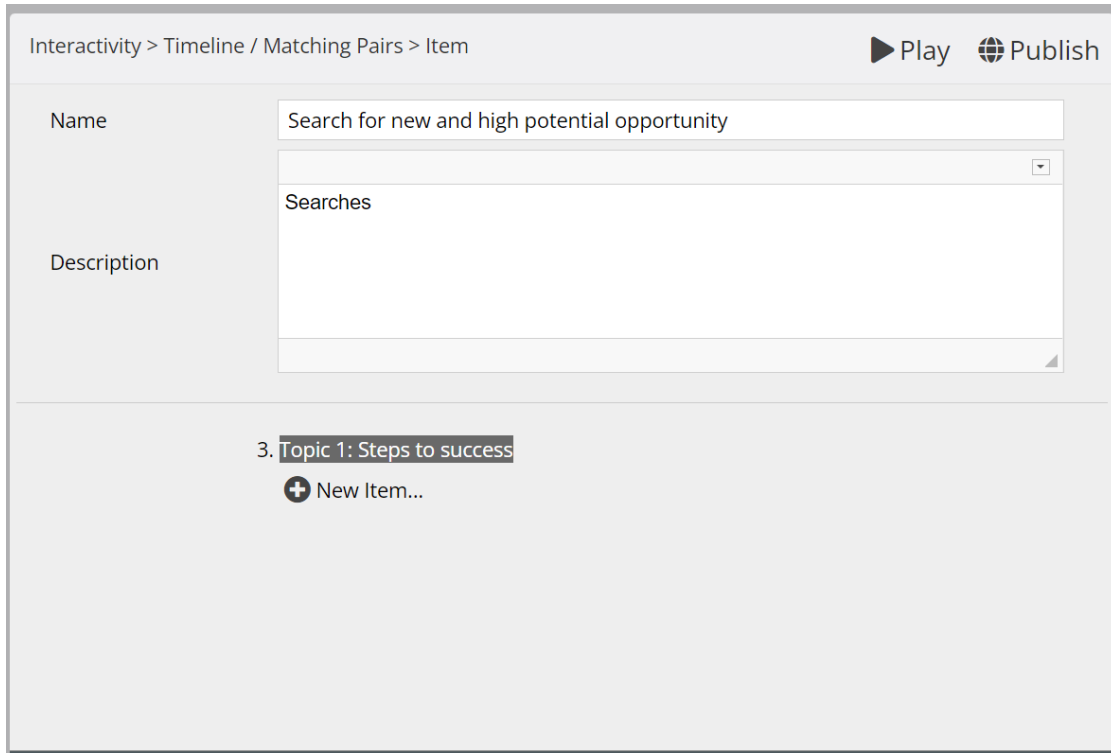


Use this page type to prompt an end-user to think about the order of steps in a process, or the correct sequence of tasks.

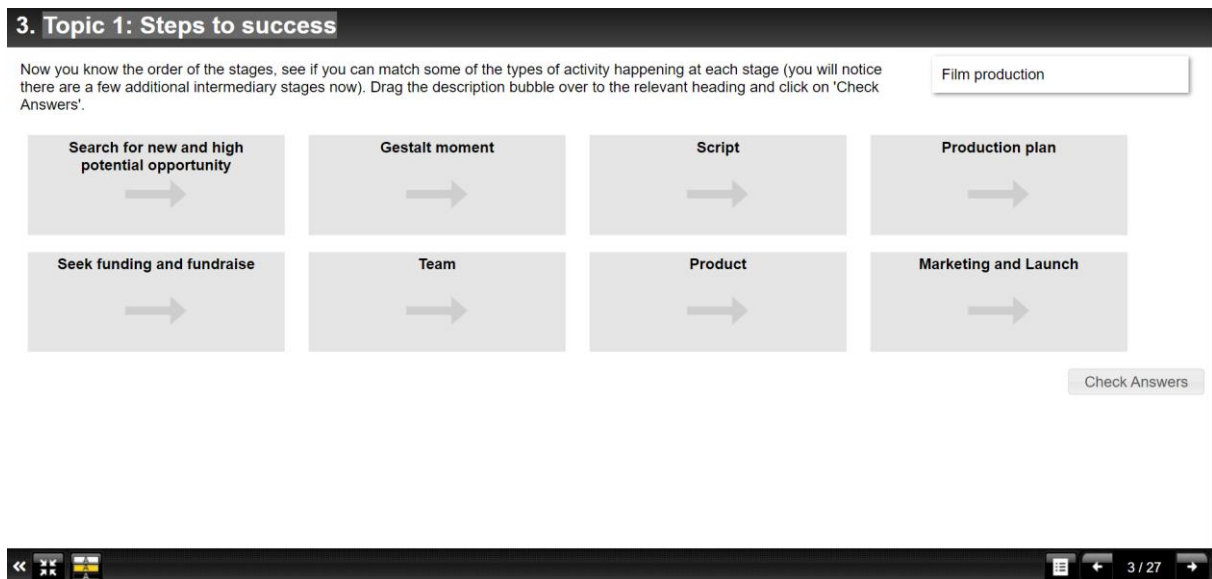
Screenshot of the edit page below.



Scroll down the screen and select New Item...  . The screen below will display.



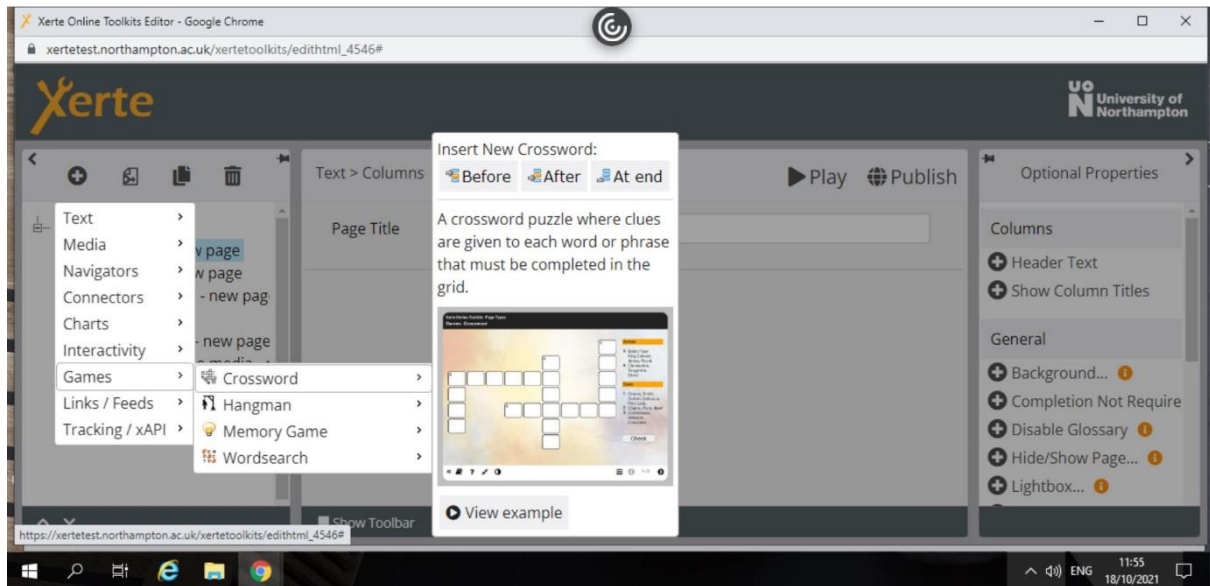
This page looks like this.



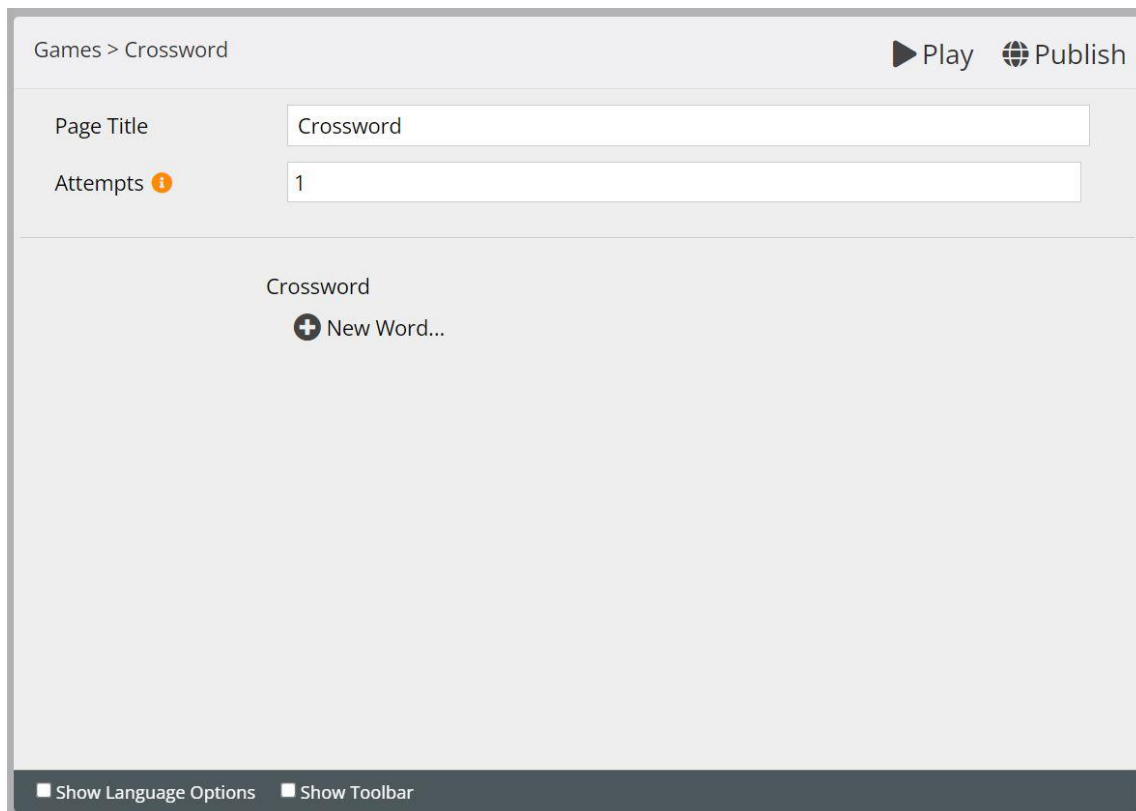
Notes page

Games

Crossword

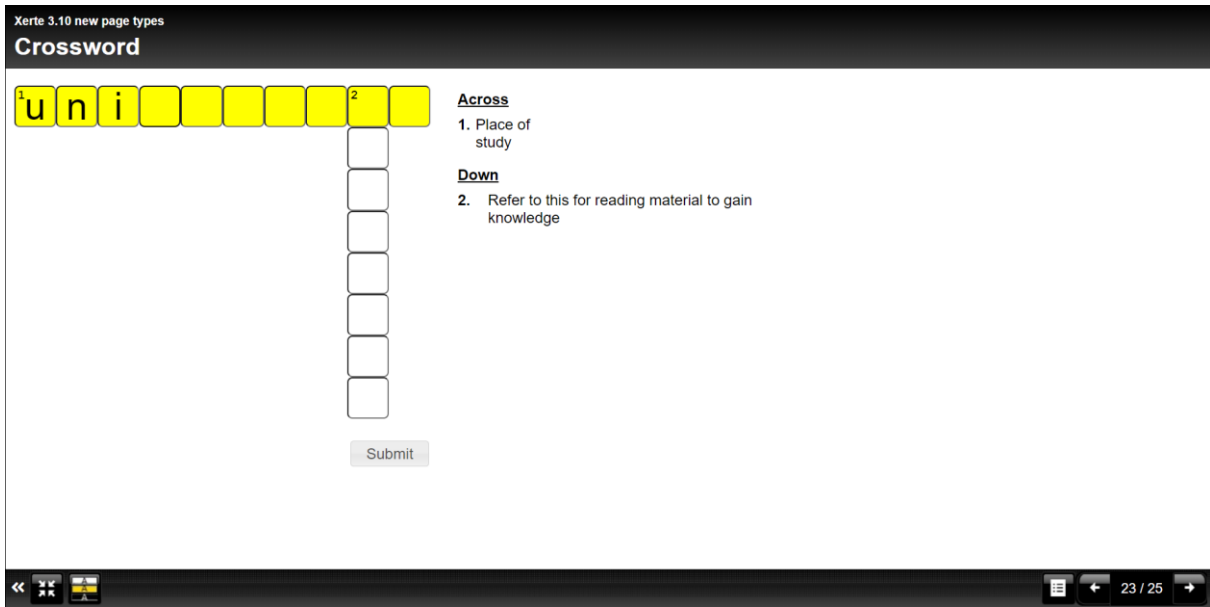


Games > Crossword



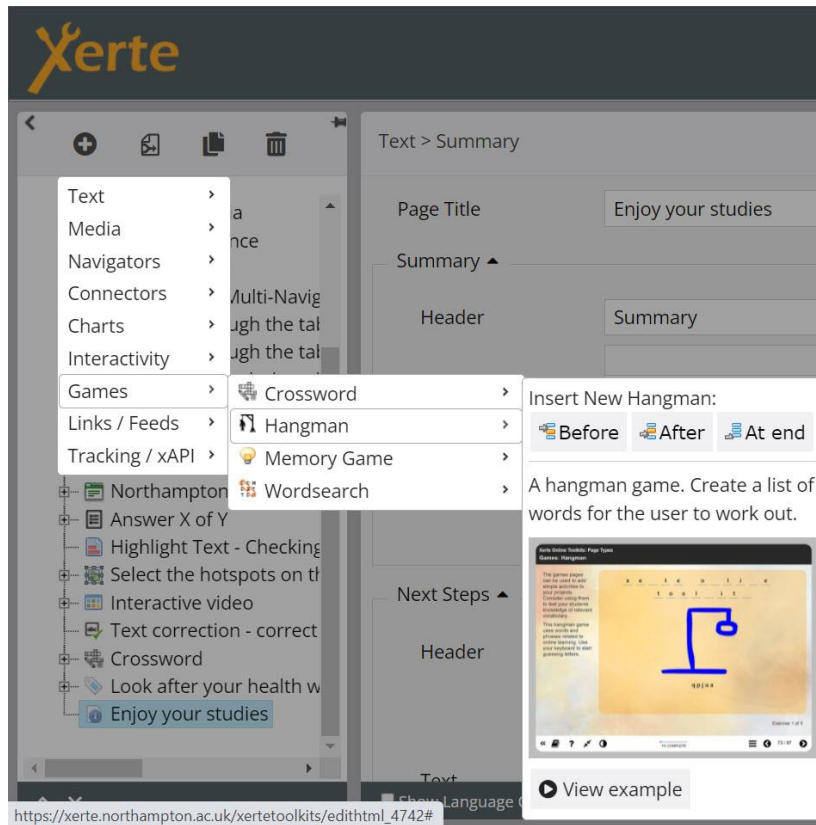
Screenshot of the Games Crossword page type edit screen. Key in a title and determine how many attempts the end-user will have.

This page looks like this.

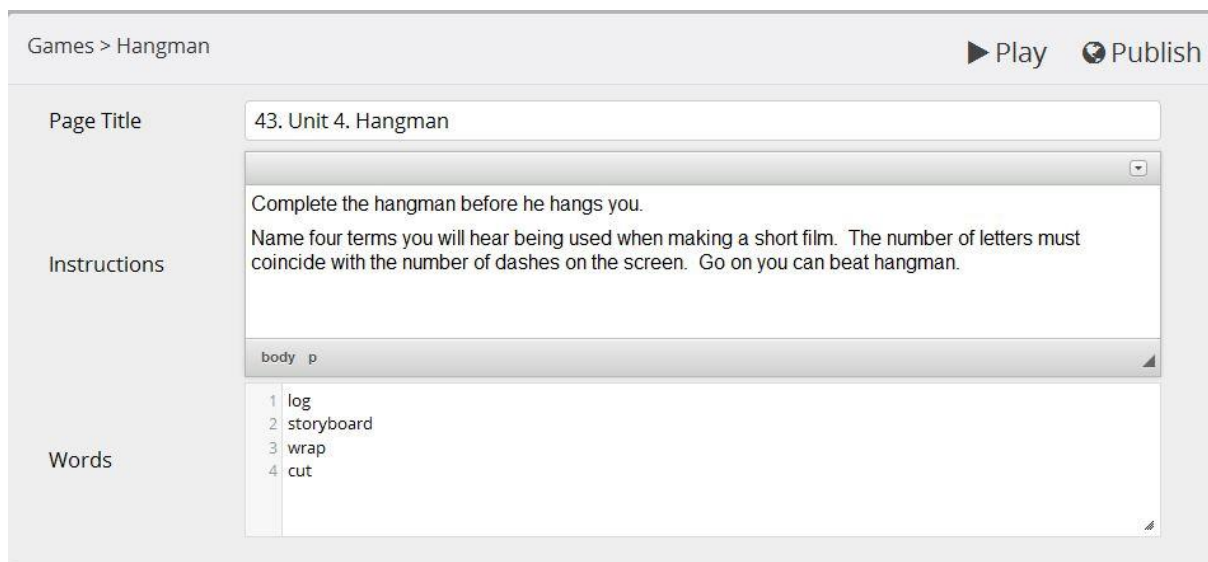


The screenshot shows a Xerte 3.10 interface for a crossword puzzle. At the top left, it says "Xerte 3.10 new page types" and "Crossword". The puzzle grid consists of a horizontal row of 10 yellow cells and a vertical column of 7 white cells. The first three cells of the horizontal row contain the letters 'u', 'n', and 'i'. The fourth cell of the horizontal row is the first cell of the vertical column. The fifth cell of the horizontal row is the second cell of the vertical column. The sixth cell of the horizontal row is the third cell of the vertical column. The seventh cell of the horizontal row is the fourth cell of the vertical column. The eighth cell of the horizontal row is the fifth cell of the vertical column. The ninth cell of the horizontal row is the sixth cell of the vertical column. The tenth cell of the horizontal row is the seventh cell of the vertical column. To the right of the grid, there are two sections: "Across" and "Down". Under "Across", there is one clue: "1. Place of study". Under "Down", there are two clues: "2. Refer to this for reading material to gain knowledge". At the bottom center of the grid area, there is a "Submit" button. At the bottom of the interface, there are navigation icons and a page number "23 / 25".

Games > Hangman

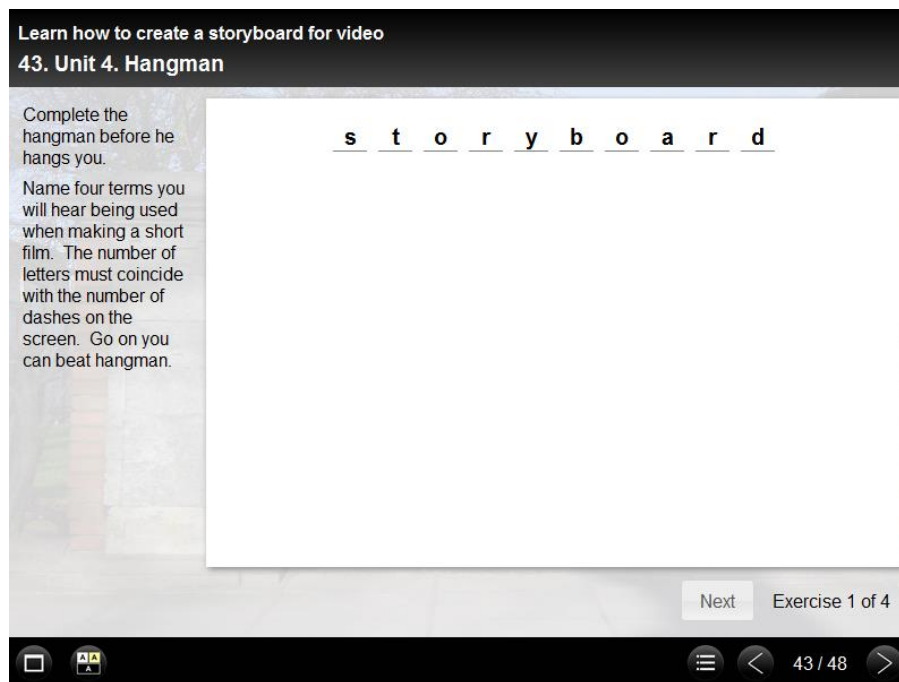


Think about how would like to use 'Hangman' as a tool.



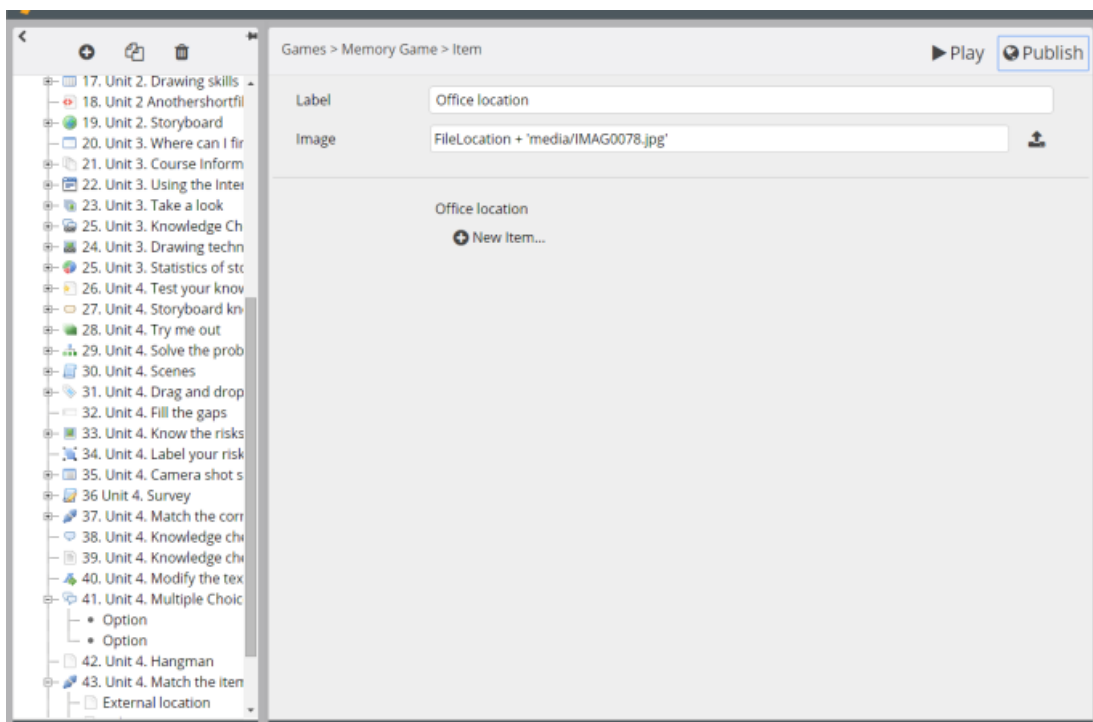
Games > Hangman

As you key in the text for the answer a graphical image of hangman will show. Try to beat the hangman.



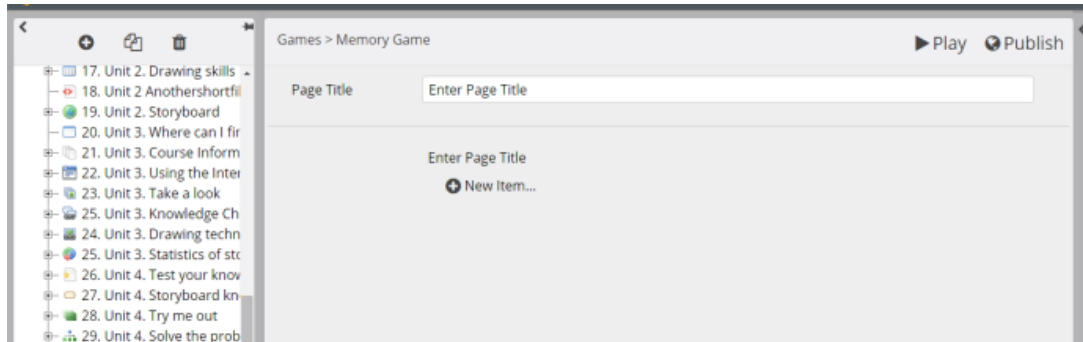
Games > Memory Game

Create pairs of images and text for the user to match.

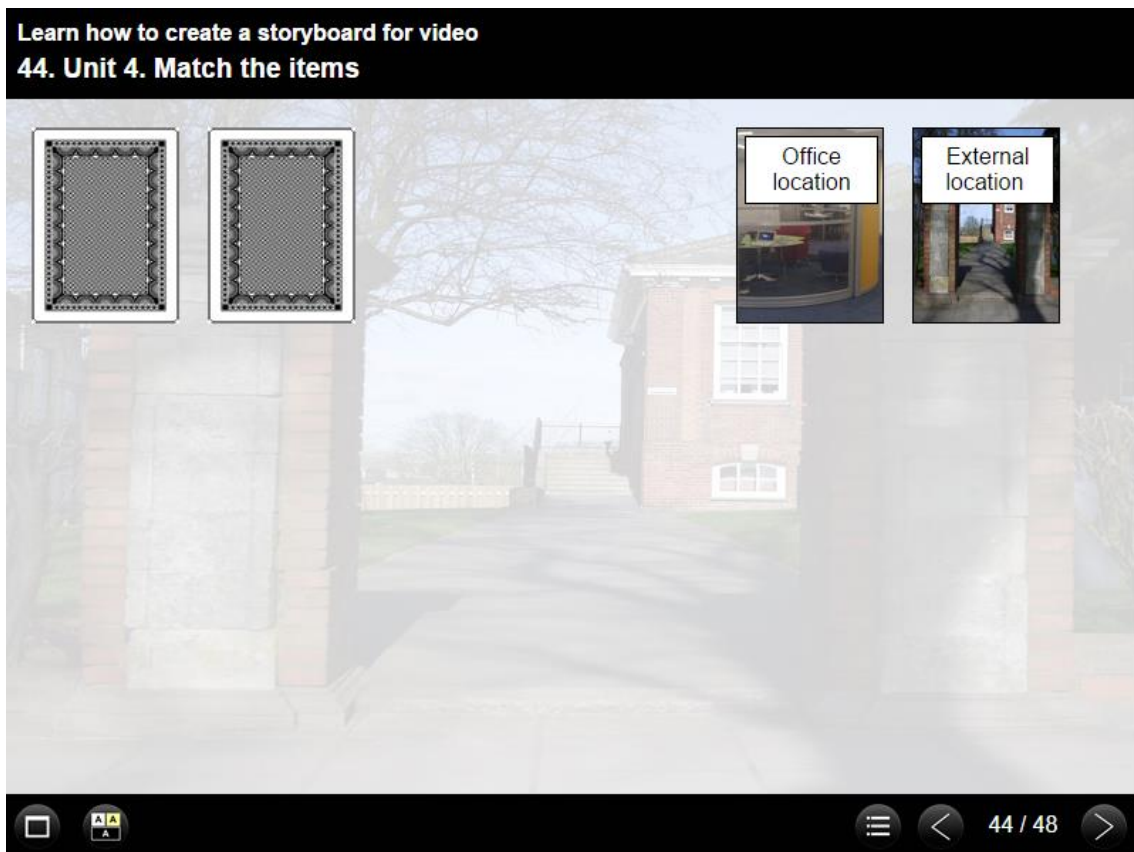


Games > Memory Games

Key in the page title and add as many New items as you need.



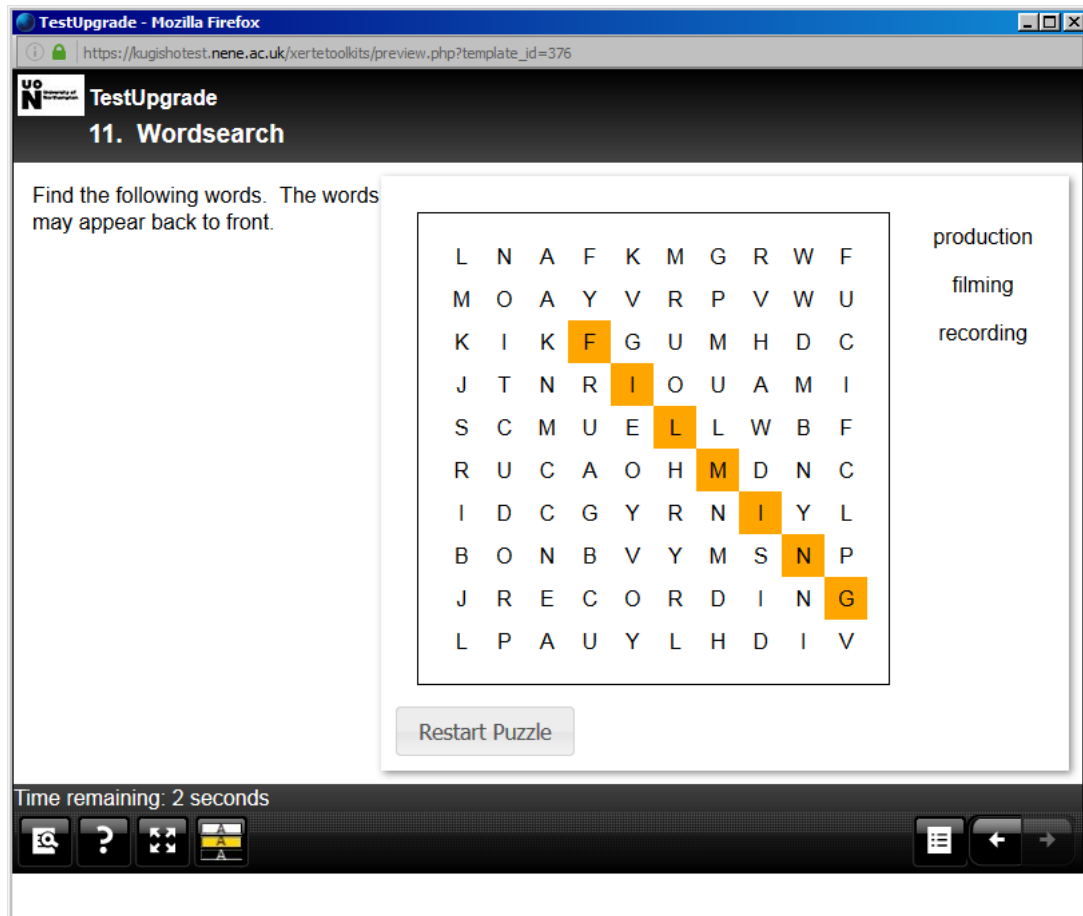
The screenshot below shows how this tool is shown on Xerte. The images and text are hidden behind the card. When the user clicks on the card, the text or image is revealed. The user needs to drag the card with the image to the card with the matching text.



Games > Wordsearch

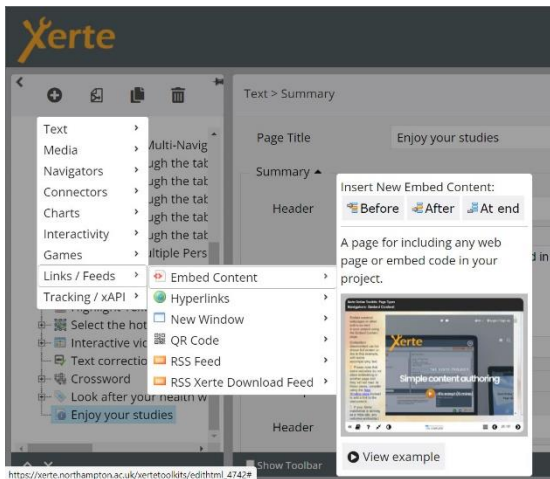
Instructions on how to use the Wordsearch page type are found in a separate user guide entitled Addendum Xerte 3.4 on page 29 and 30.

The Wordsearch page looks like this.

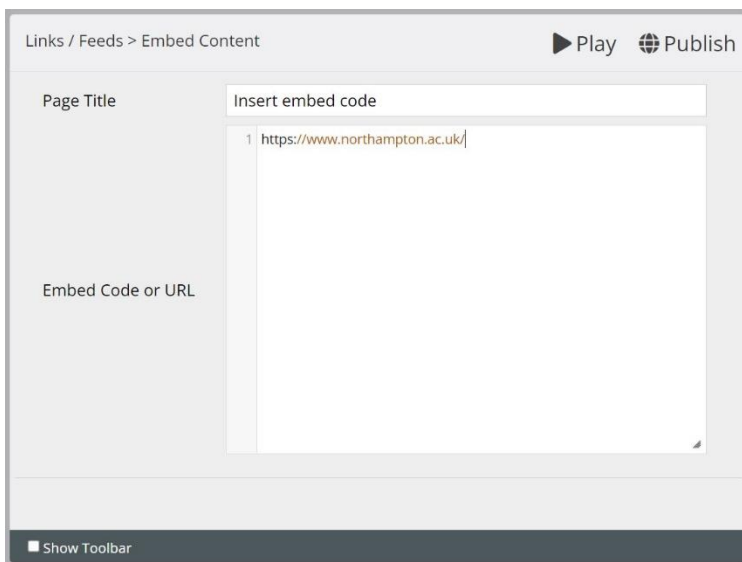


Links / Feeds > Embed code

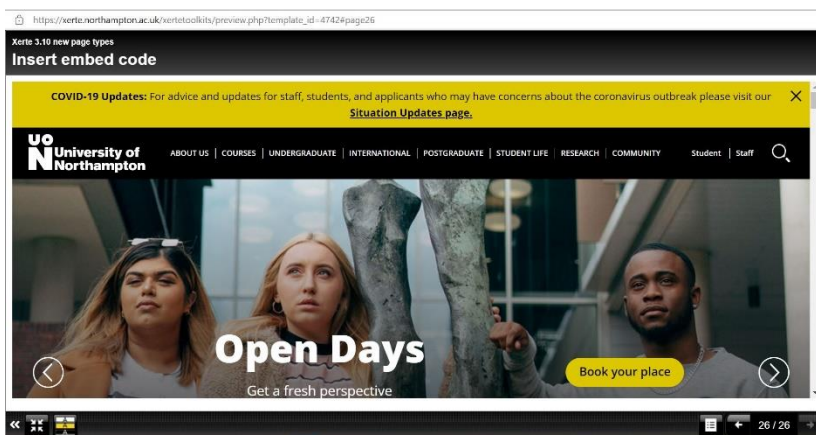
This will enable you to add a URL link or share embed code to a website or to a video.



Simple key in the URL or paste the share code in the content area, PUBLISH to save and PLAY to see your result.



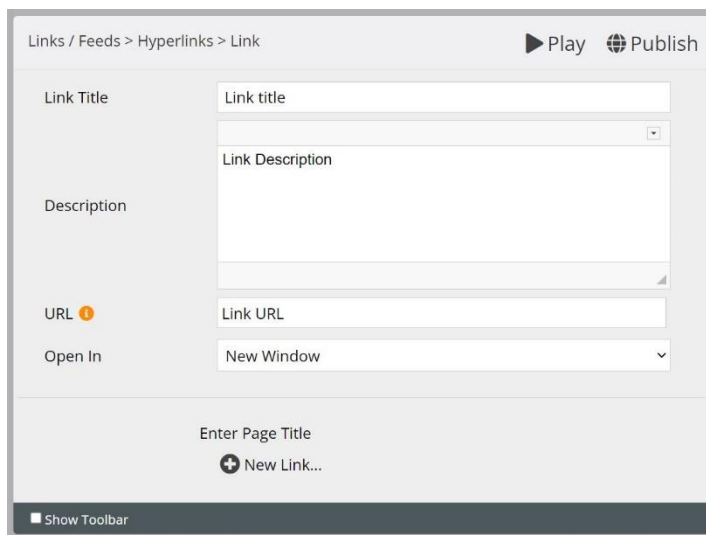
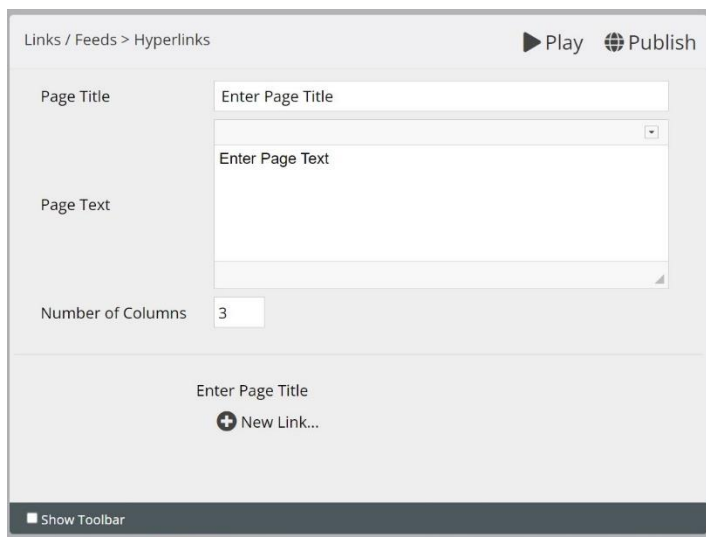
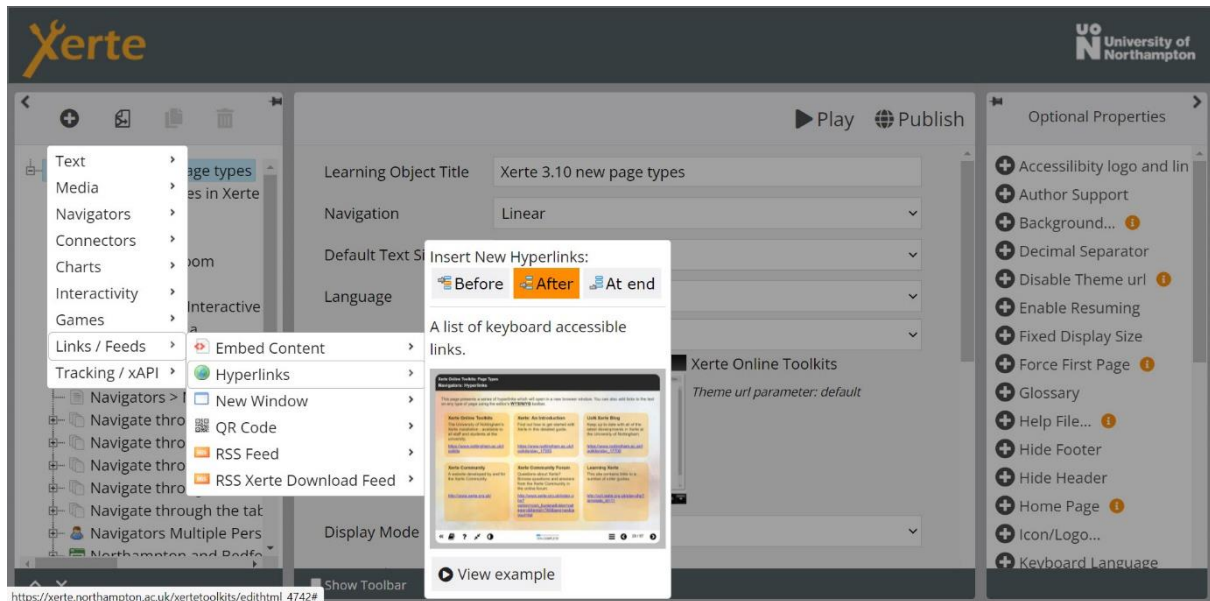
The result is shown below



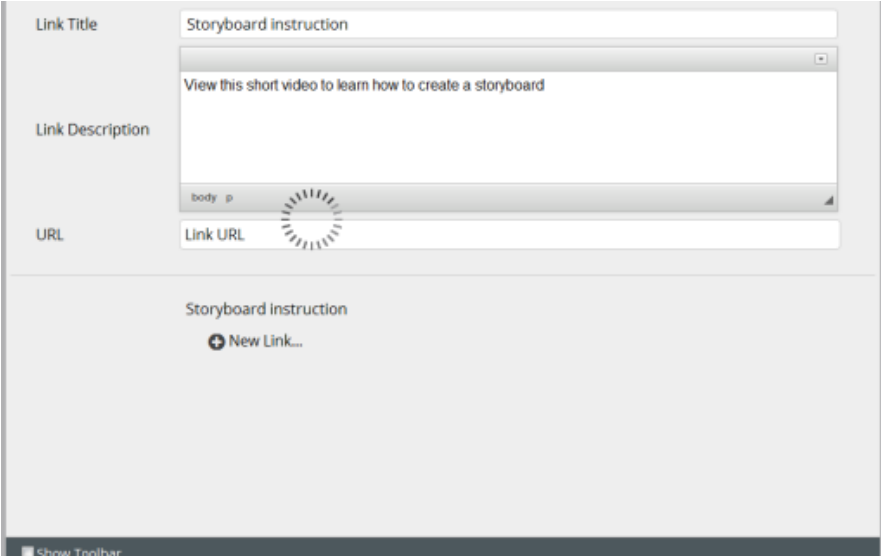
Be aware of pop-up blocker and unblock your browser.

Links / Feeds > Hyperlinks

Give the page a title and page text, choose the number of columns and click on **+New link...**

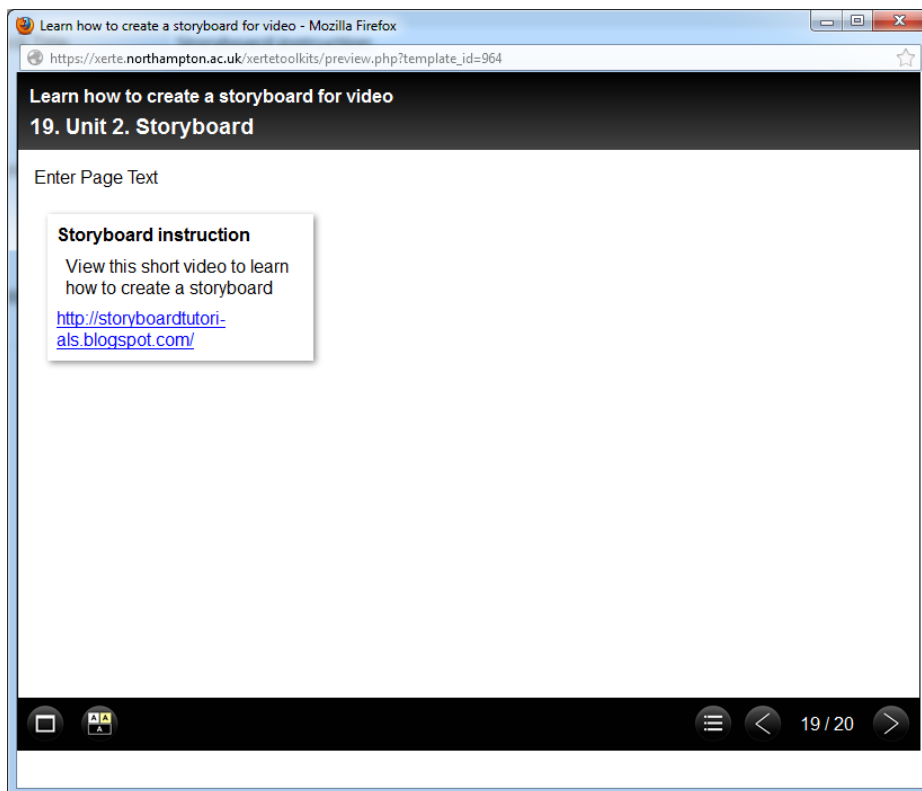


Add a URL path name to link to a website or video or file. Key in the Link URL where prompted.



The screenshot shows a web form for creating a link. It has three main input fields: 'Link Title' with the text 'Storyboard instruction', 'Link Description' with the text 'View this short video to learn how to create a storyboard', and 'URL' with the text 'Link URL'. Below these fields is a preview area showing the link as it will appear on the page, with the text 'Storyboard instruction' and a '+ New Link...' button. A 'Show Toolbar' button is visible at the bottom left of the form.

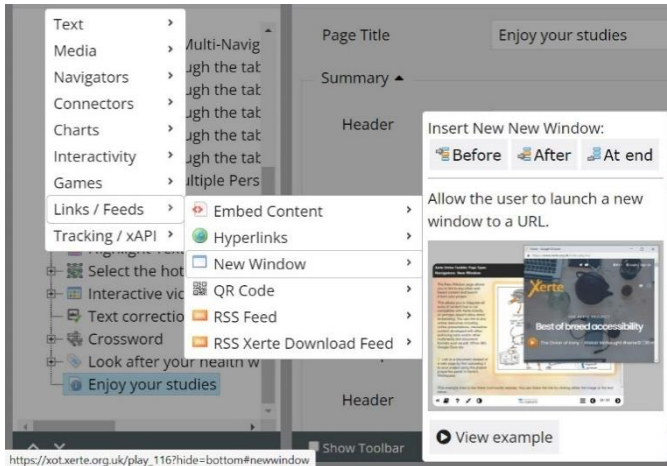
The page will look like this.



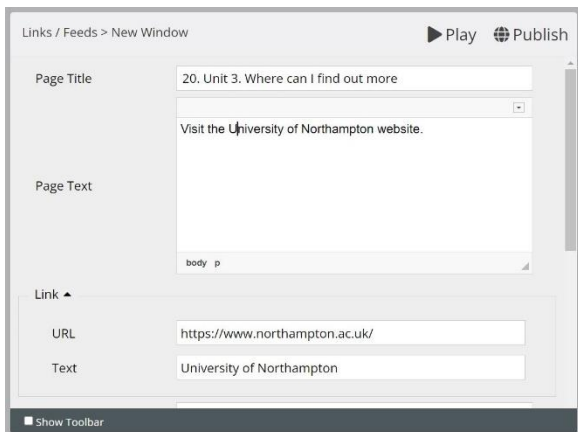
Be aware of Copyright issues and do not embed your video unless you have permissions. You can link to a video, eg on YouTube but not embed if you don't have permissions.

Links / Feeds > New Window

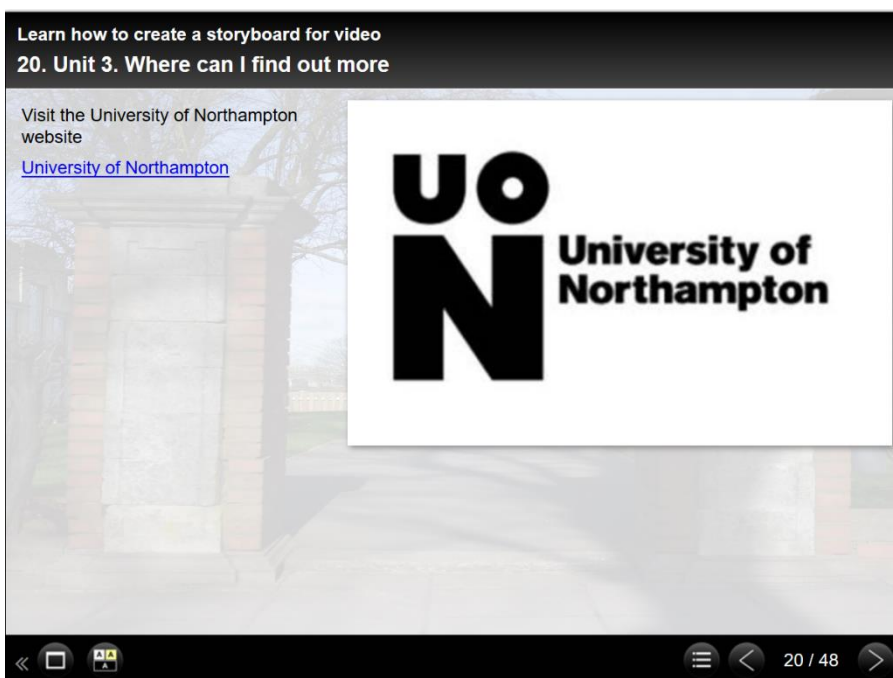
Allow Xerte to launch a new Window or Lightbox to launch the URL.



Enter the text and URL path and PUBLISH to save. You can select to display in Lightbox or New Window.

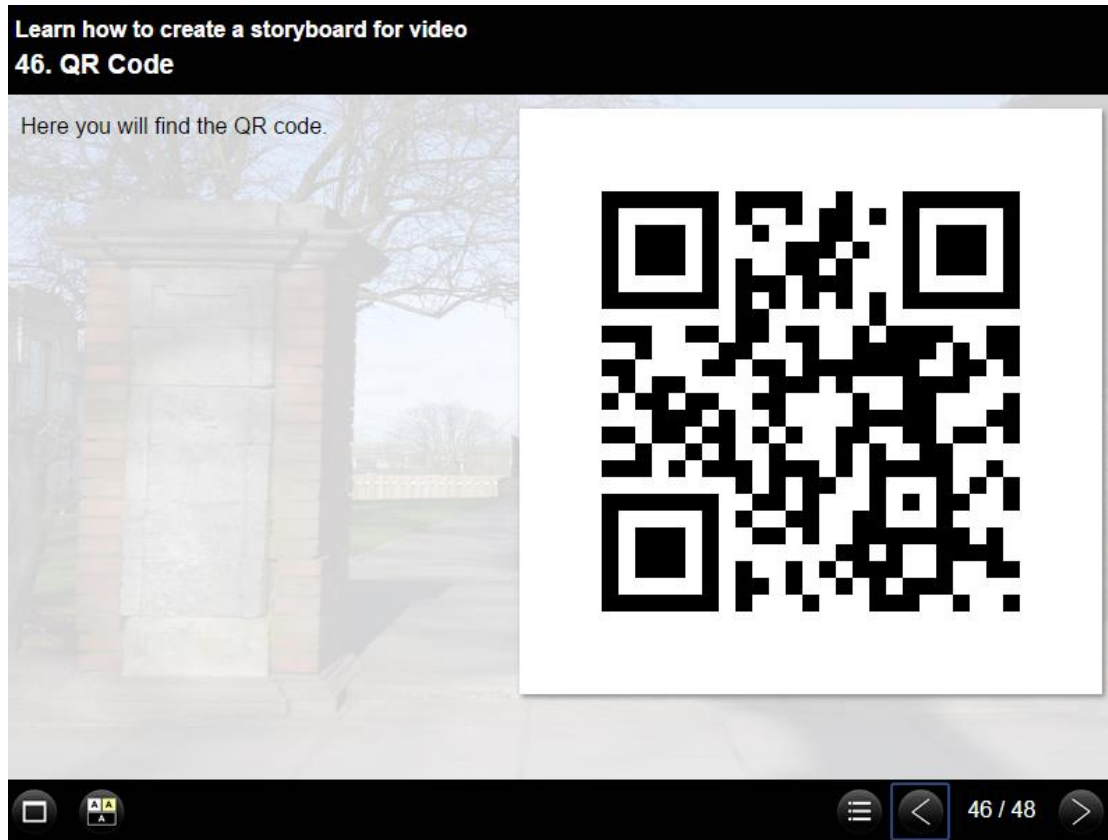


Your page will look like this.

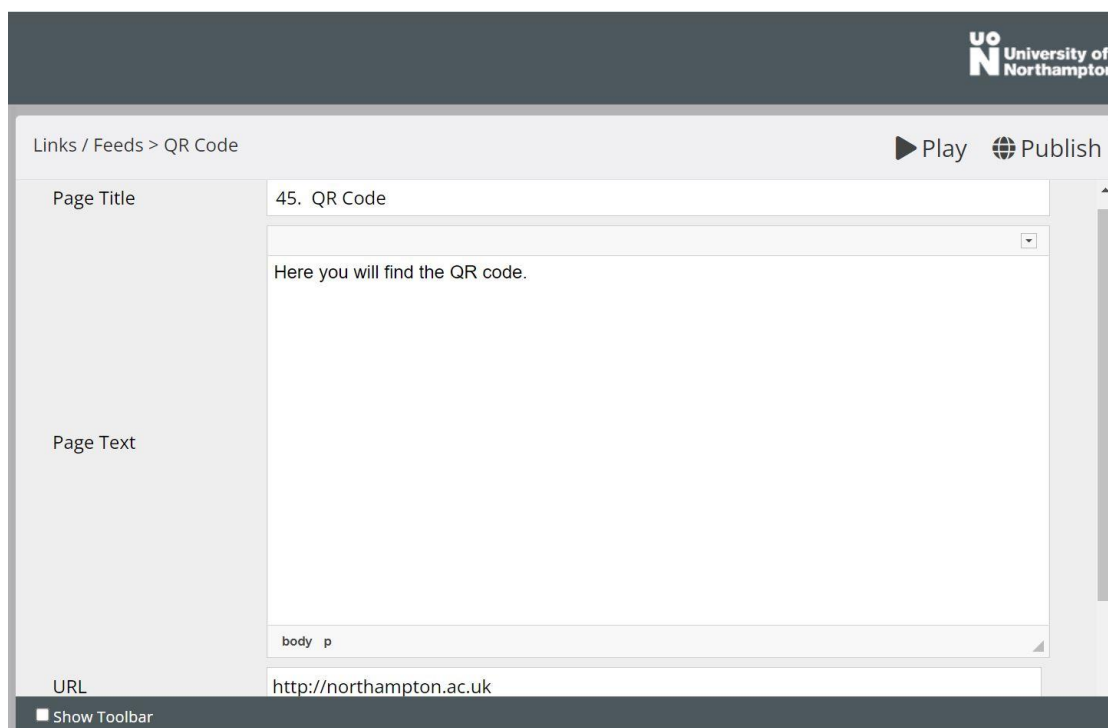


Links / Feeds > QR code

The result for the University of Northampton is shown below as a QR code.



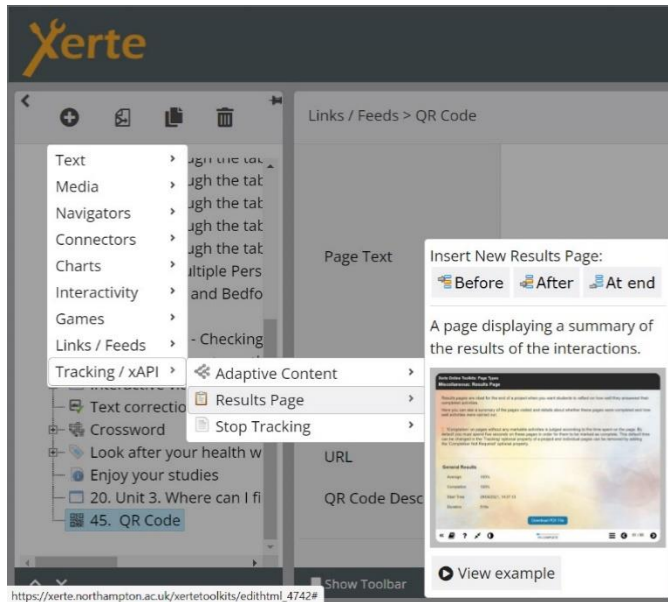
Links / Feeds > QR code



Tracking/xAPI

Tracking/xAPI > Results page

The Results page is very useful for the end-user as it provides a downloadable PDF result page of the activities taken in the Xerte.



If you include a **Results** page in your Xerte, this should be the last page.

The Results page can be personalised so that the name of the user displays on the PDF document. To set up an option for the person taking the e-learning to enter their name, make sure you are in Edit mode in Xerte, then click on the **Results** page found in the list of pages on the left which you have already added to the Xerte. Then select '**Optional Properties**' pane on right side of screen and select the option to '**Ask user name**'.



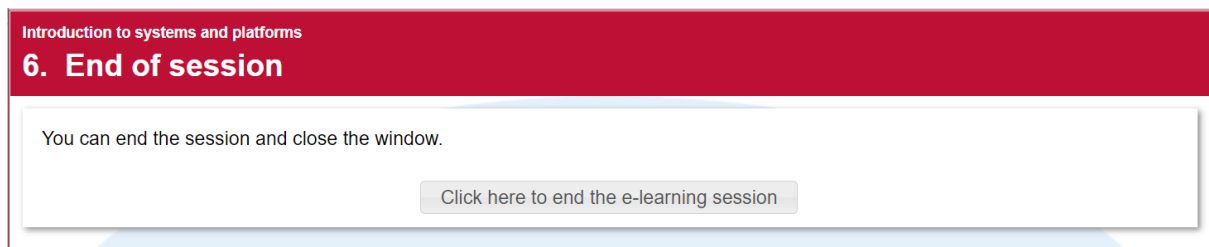
Tip: If there are pages after the **Results** page you need to add an **Optional Property** (from the list of options on the right side of the screen in the panel) called '**Completion not required**'.

Tracking/xAPI > Stop Tracking

The Stop Tracking page is **only** used when you have a **graded/marked** Xerte. It is always positioned as the last page in the Xerte. When the end-user has completed the Xerte e-learning, the final page will have a button prompt displayed on the screen to **'Stop and finish tracking of this session'**.

Stop and finish tracking of this session

This informs the grade centre that the Xerte is completed. The label name of the button can be changed to something more meaningful for the end-user, using the **'Language'** option (tick the Language option on the Xerte edit screen). Therefore, you can change the text on the message to say, for example: **'Click here to end the e-learning session'**. See screenshot below for an example.



Screenshot above of the Stop Tracking function displayed on an Xerte final page using this feature in Xerte. The text on the label message has been changed by the creator of the Xerte to provide a more meaningful message.

After the end-user has selected the message button (above) another message will appear automatically on the screen with the instruction: **'You can now close the window'**.



Screenshot of the Stop Tracking message displayed on the screen as default informing the end-user to close the window. This message cannot be changed/customised by the creator.



Note: Stop Tracking is used for **graded** Xerte e-learning only.

You only need to include and use the page type 'Stop Tracking' found under Tracking/xAPI category if you are having issues with 'completion' tracking with SCORM. You would normally add this stop tracking page as the very last page of your resource.

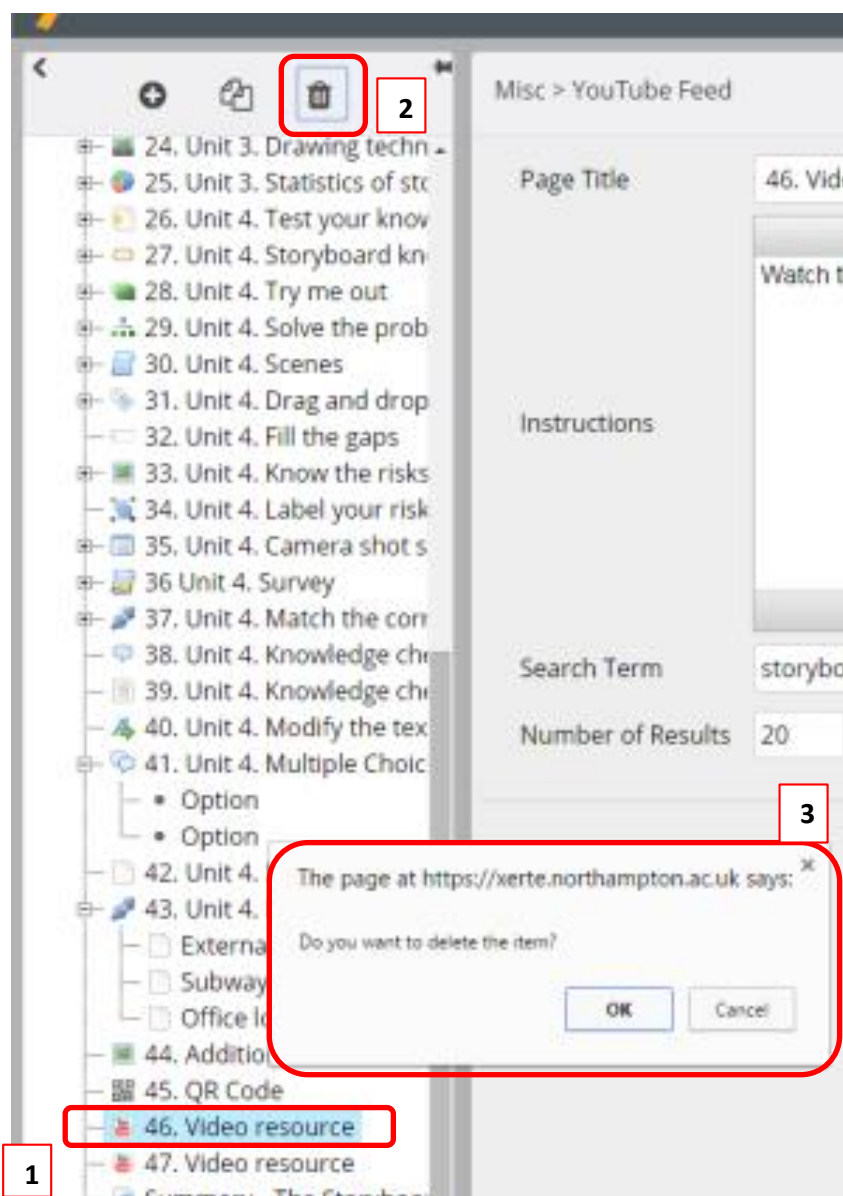
Note: We do **not** use Xerte for graded content at the University of Northampton

Changing menu items

You can easily change menu items you have created. Click on the menu item on the list on the left so that it is highlighted. The template will be shown on the screen. Here you can edit the text and make your changes. Click PUBLISH to Save and PLAY to preview your changes.

Deleting menu items

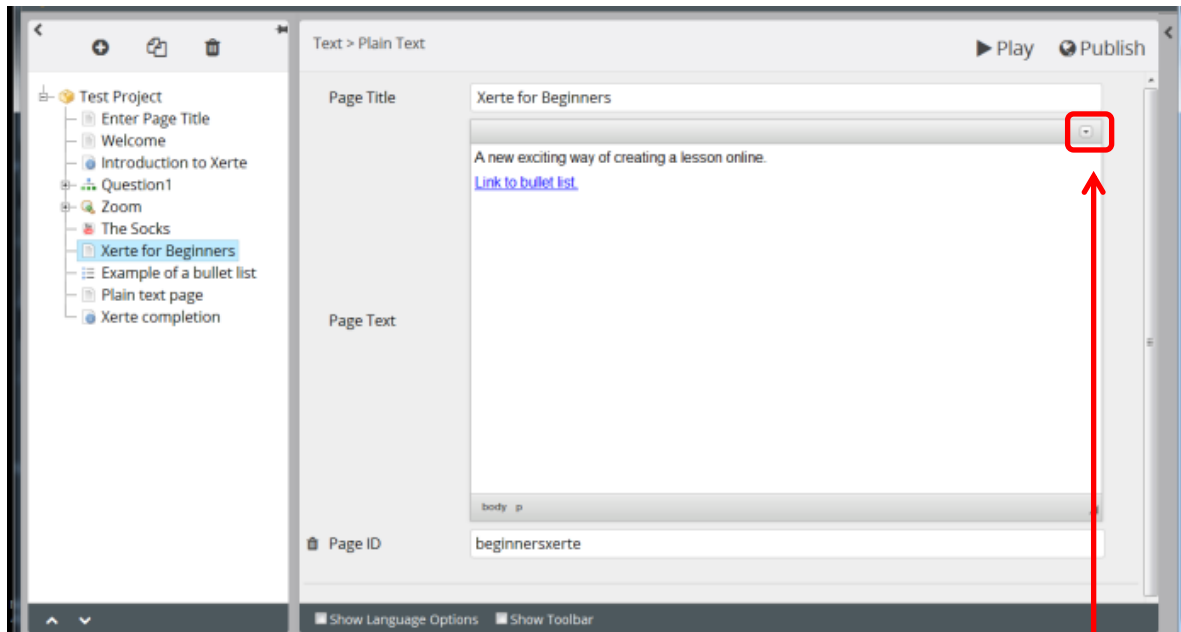
To delete a menu item from the left menu list, click on the item to select it. With the item highlighted, click on the bin icon. A dialog box will prompt you to make sure you would like to delete the item. Refer to point 1 to 3 on the screenshot below.



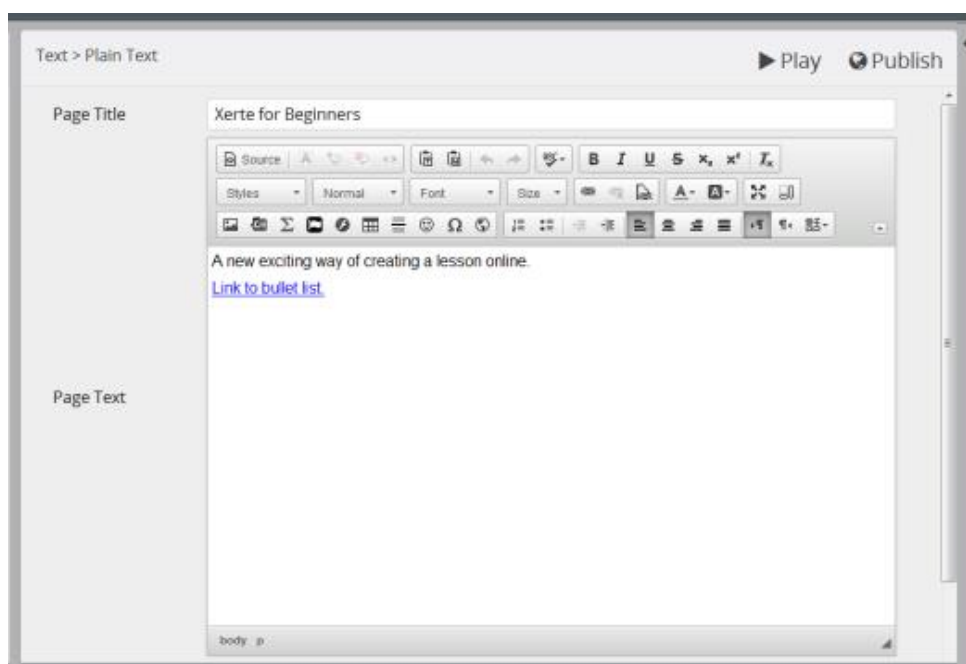
Linking to items within a page

To link to a Word document or to another item within your current page follow the steps below.

Open the page where you would like to place the link.




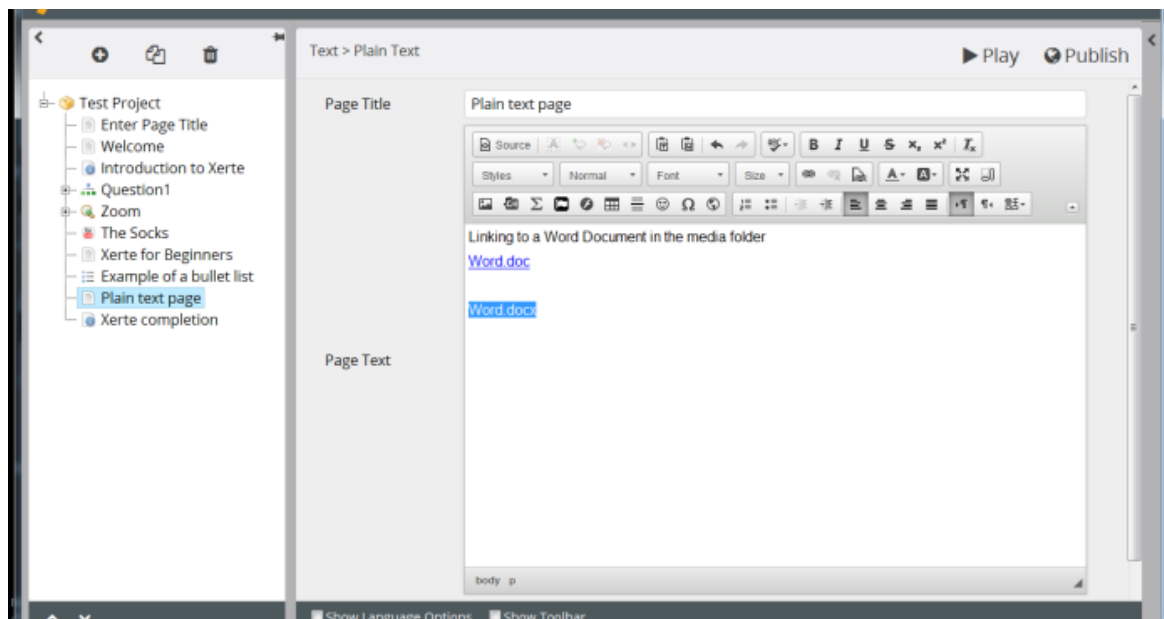
Reveal the edit options by clicking on the 'Expand Toolbar' arrow situated towards the top right of the text edit area.



Hover the mouse over the icons. You can use the options available to change the text, add links, add an image, embed an image (be aware of copyright), use Maths, add a table and use many more features.



Use the Link icon  to link to documents, websites and other pages. When you click on the icon a dialog box will prompt you to enter the URL or Browse Server. First, write the word in the text editor area and highlight it.

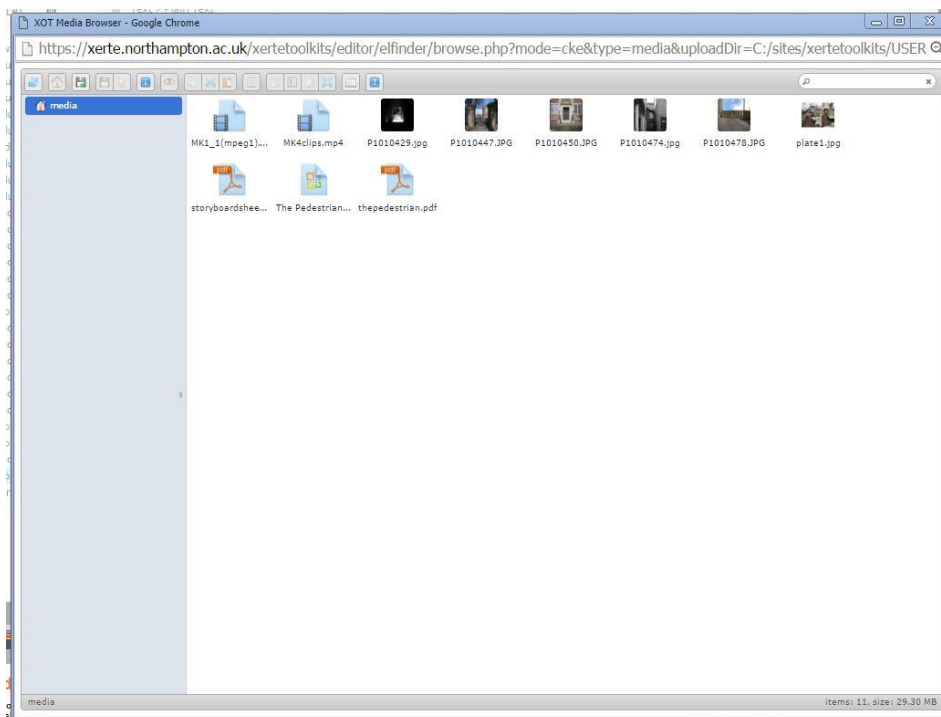
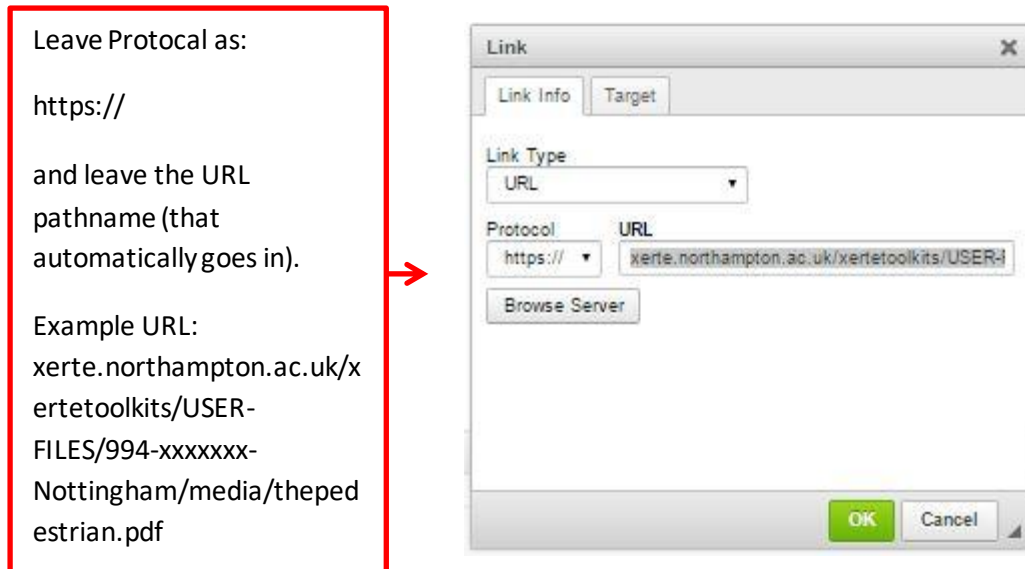


Click on the Link  icon.

If you are linking to a website for example, key in the URL path and click on the Target Tab and change to **'Pop-Up window'**.

If you are linking to a file, eg a PDF or a Word file follow the instructions on the next page.

Clicking on **Browse Server** will take you to the Media Browser. This is the area where you need to upload any content you would like included in to your e-learning using Xerte.



Double click on the item, eg a Word document to pull this through in to your page in Xerte.

Note: The word you highlighted to use for your link will be highlighted. Double click on this hyperlink word to check the path. Make sure that the protocol is set to `https://`.

This link URL pathname will remain as it appears. **Click on the Target tab and use 'Pop-Up Window'**.



Note: you may notice that the word Nottingham appears in your URL pathname. This file path is correct. Briefly, the reason this is the case is to maintain backwards compatibility. The links are not looking for files on the Nottingham website or Nottingham Xerte install. It is historical origins of code.

Click on PUBLISH to save and PLAY to preview. Check that all links do work.

You can download the document to view online and save and print.

A PDF document will show on the screen where you can zoom to enlarge or make smaller and save and print the PDF file.

Filename conventions

When preparing documents for use with Xerte, eg linking to a Word file, you need to make sure that the file name does not have spaces and special characters in filenames. Best practice is to use lowercase and no spaces with underscores instead, eg the _pedestrian_v1.pdf (do not use hyphens). You could use what is called camel case, eg ThePedestrianV1.pdf, but generally the best recommendation is all lowercase and underscores. which is being used in Xerte.

Edit mode and previewing a Xerte by pressing the PLAY arrow.

NEW in 2021: By default, when editing a project, the editor will open in a new browser window. You can now hold down the **Ctrl key** while clicking the edit button to open it in a new tab in the current browser window instead. This also works when previewing a project - hold down the Ctrl key while clicking the play button to open the preview window in a new browser tab.

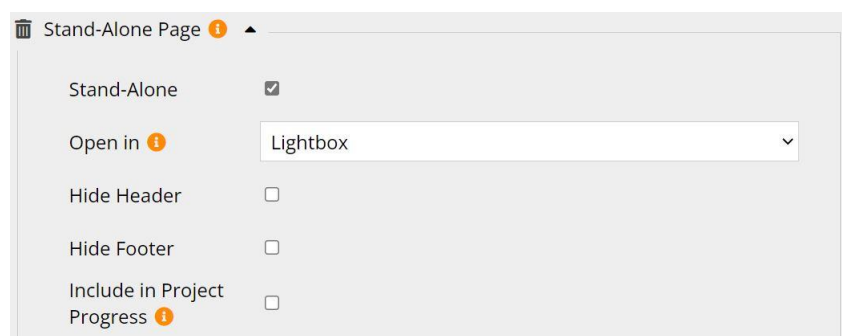
Stand-alone page Optional Property (with drop-down option of lightbox).

Can leave the navigation as Linear in workspace.

Can only be displayed if you set up a page link to that page. They do not appear in the linear navigation and they do not appear in the Table of Contents. You can mark any page as a stand-alone page using the Optional Property '**Stand Alone**'.

Using Stand-alone pages are good if linear navigation is required but you want a link to an information page for example (like a lightbox), which is not within the linear navigation table of contents pages, but is a page of content you would like to student to view before continuing in the linear navigation through the Xerte online session.

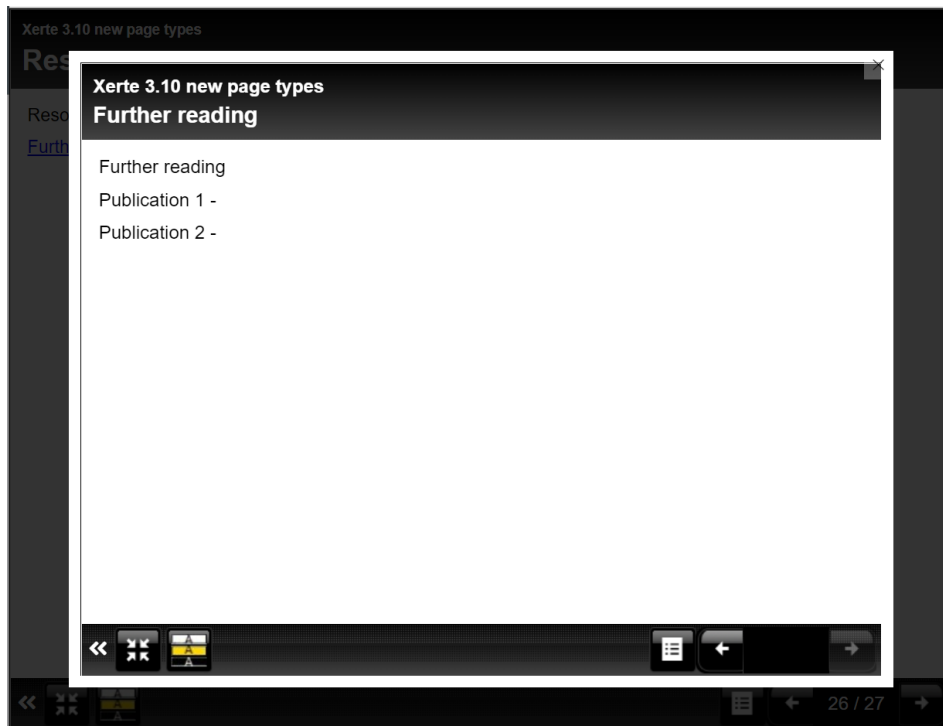
To set up click '**Stand-Alone**' on the page and select Optional Property 'open in a lightbox' and hide the Header and Footer. Use the '**page link**' on the text page for example to jump to a stand-alone page.



Stand Alone Optional Property

A Stand-alone page set up as a Lightbox page which is opened by a link to the stand-alone Lightbox which is set up in a Text > Plain Text page type.


This page is not in the Table of Contents and is used for an information message for example.



Xerte Property Settings

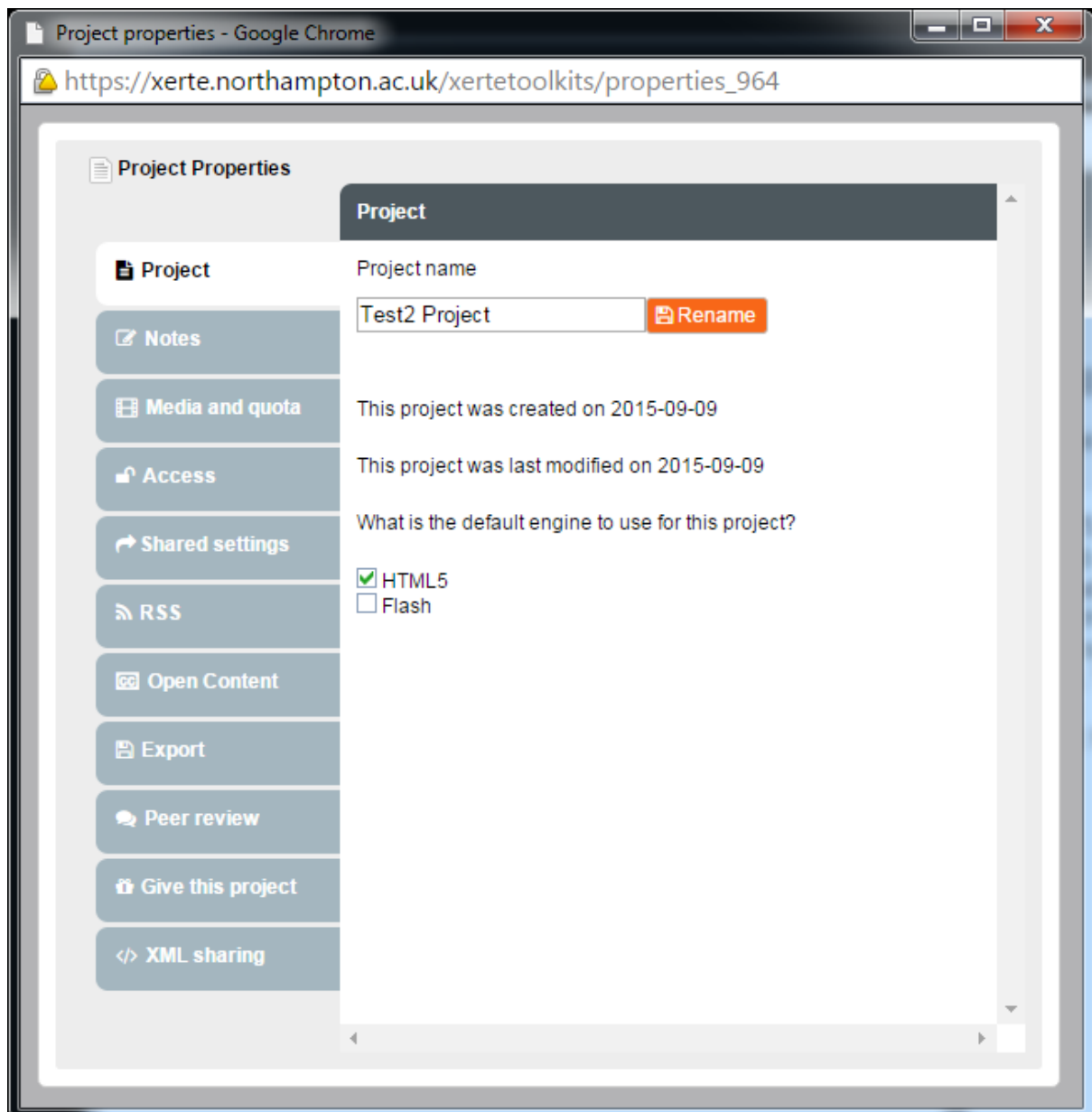
Project settings



In the Xerte screen, hover your mouse over the icons at the top of the screen. From left to right we see 'Edit',  'Properties', 'Preview', 'New Folder', 'Delete', 'Duplicate' and 'Publish'.

Click on the icon to access the Properties.

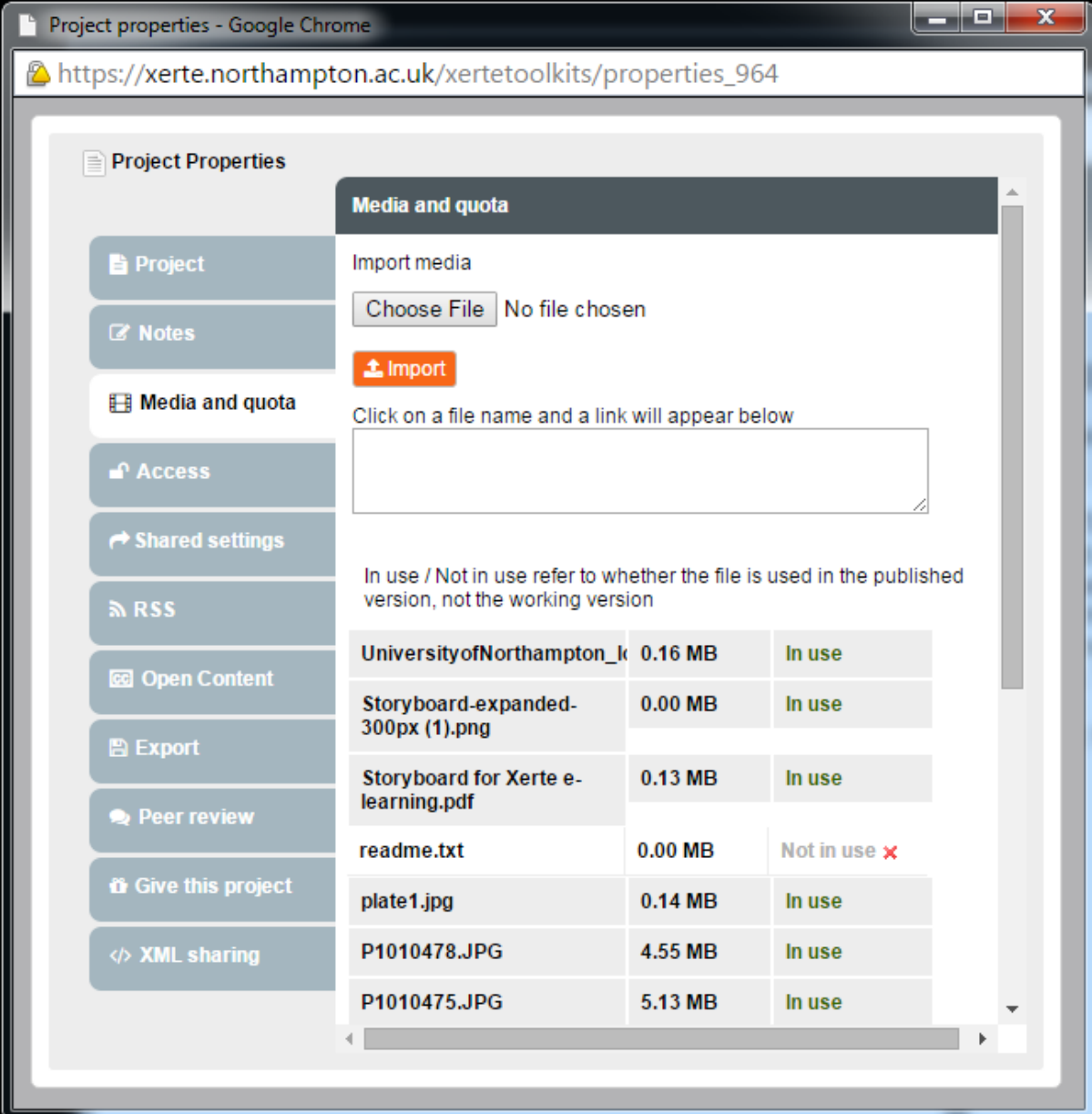
The project will always use HTML5. The dialog box below shows a tick in HTML5.



Project Properties

Media and quota

This dialog box will enable you to import media and files here. You can also check files are currently being used in your project.



The screenshot shows the 'Project Properties' dialog box in a Google Chrome browser window. The URL is https://xerte.northampton.ac.uk/xertetoolkits/properties_964. The 'Media and quota' section is active, showing an 'Import media' button and a 'Choose File' button. Below this is an 'Import' button and a text area for a file name. A table lists files with their sizes and usage status.

File Name	Size	Usage Status
UniversityofNorthampton_k	0.16 MB	In use
Storyboard-expanded-300px (1).png	0.00 MB	In use
Storyboard for Xerte e-learning.pdf	0.13 MB	In use
readme.txt	0.00 MB	Not in use ✘
plate1.jpg	0.14 MB	In use
P1010478.JPG	4.55 MB	In use
P1010475.JPG	5.13 MB	In use

When bringing in Word documents, image files, PDF documents etc.

If you are bringing in from another location click on Import and find the file.

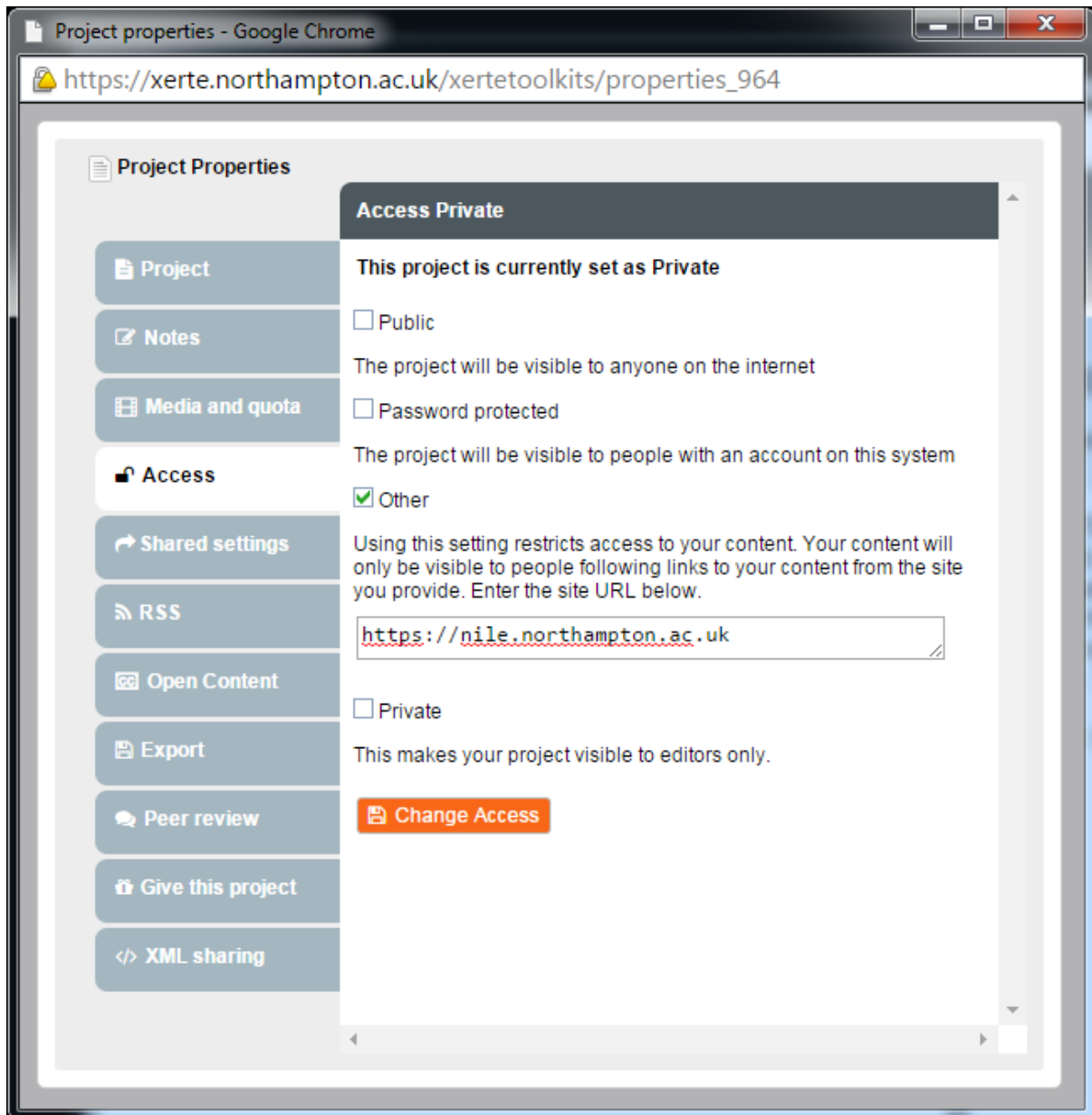
Use Properties > Media and quota to remove the previous and now unused files before exporting.

Project Properties

Access

When you are ready to make your e-learning and e-tivities live. Make sure that you tick 'Other' in the dialog box and write in the NILE address which is :

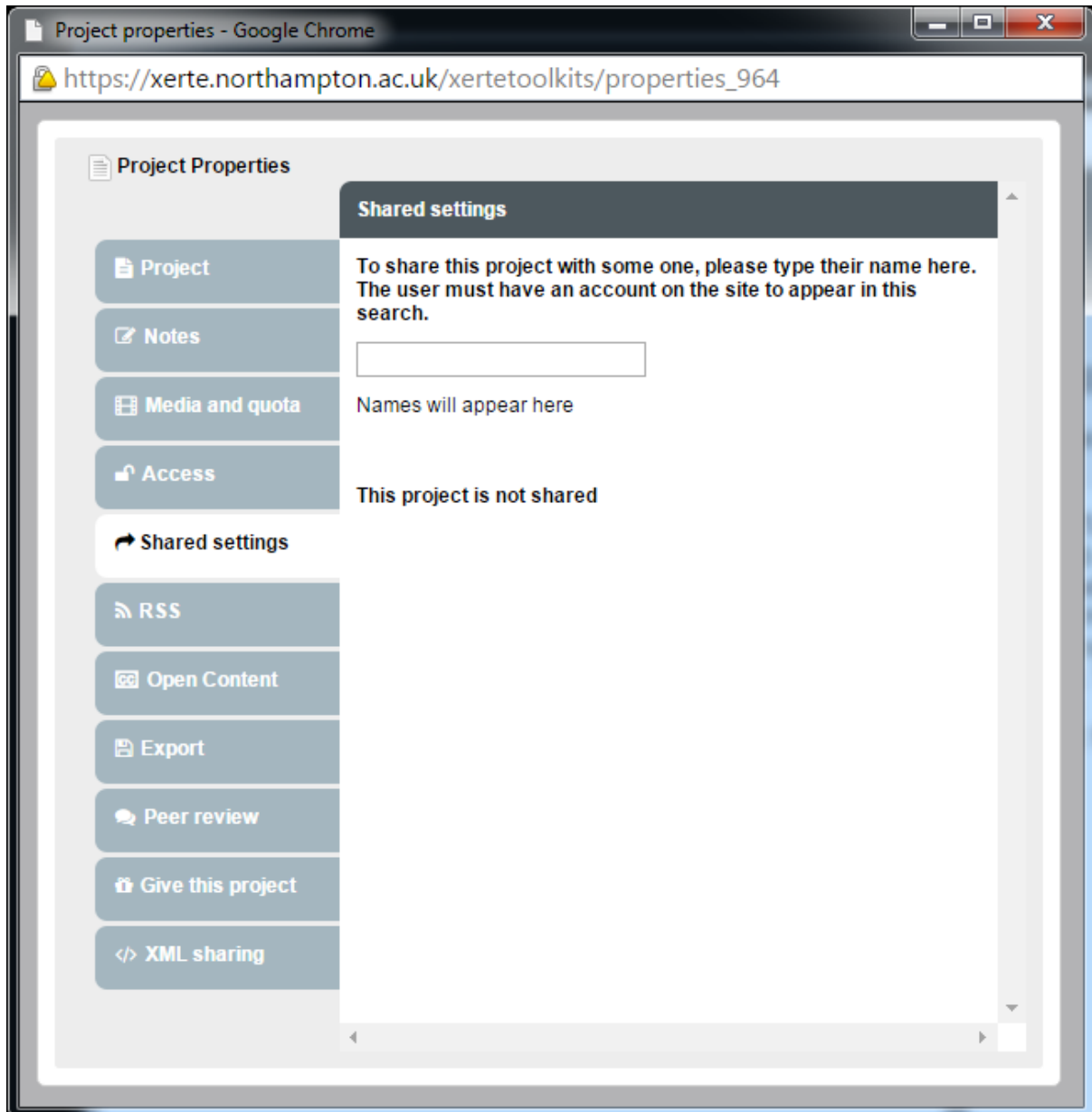
<https://nile.northampton.ac.uk>



Project Properties

Shared Settings

To share this project with someone else and allow another person to edit or see as Read Only, key in the name in the dialog box. Note. The additional second Editor will have limitations.



Project Properties

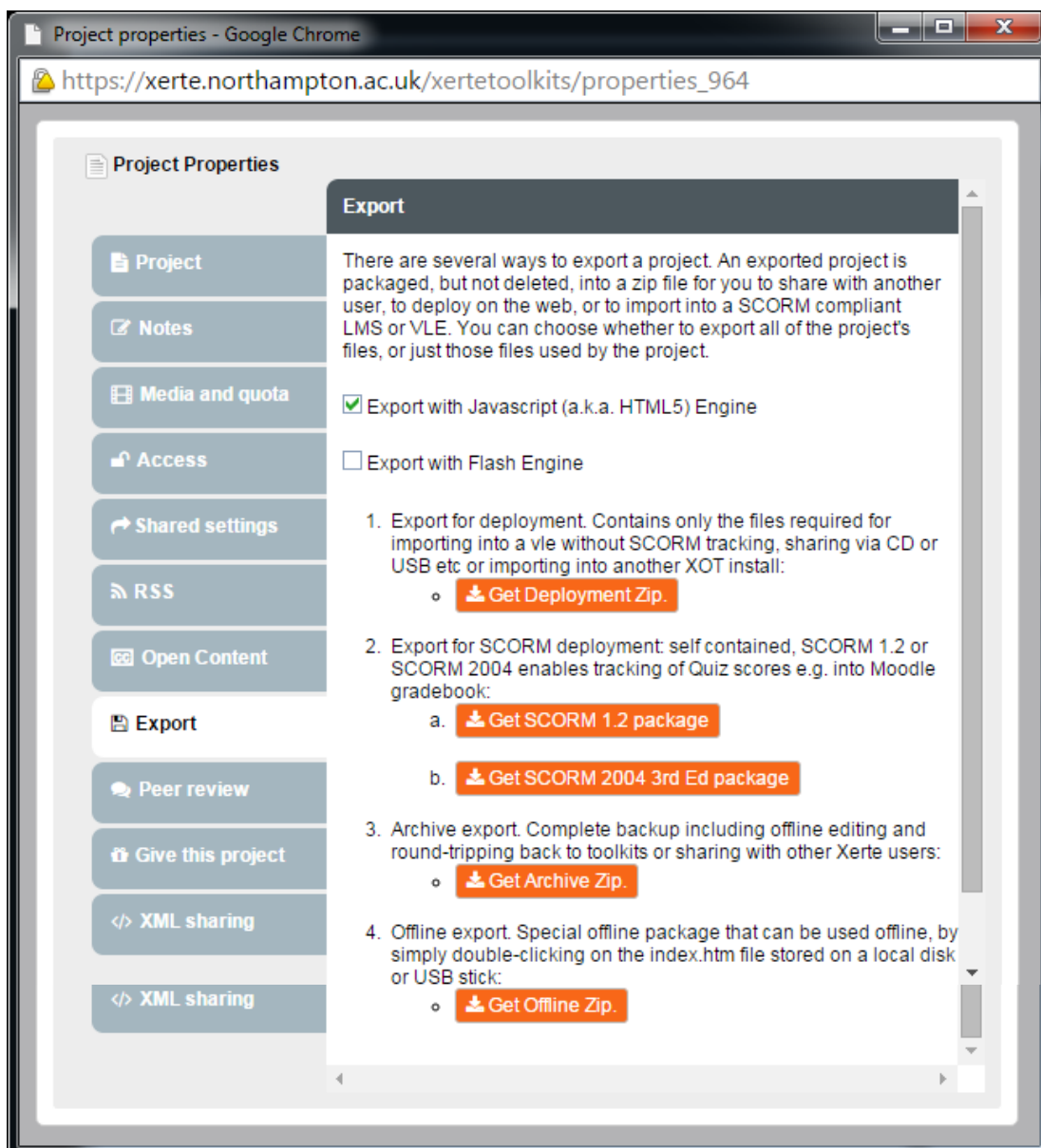
Export settings – Export with Javascript

Use 2b. Get SCORM 2004 3rd Ed package (files making use of SCORM tracking). You should not export as SCORM for use in any other way but importing as SCORM. Viewing a SCORM export locally will give errors because it cannot communicate with the LMS/SCORM system.

You will use 1. ‘Get Deployment Zip’ for exporting and importing into another online system without SCORM tracking.

You will use 4. Offline export which is a zip file used for files without tracking and for viewing offline including via a USB stick. This will also work for putting online to NILE without SCORM tracking

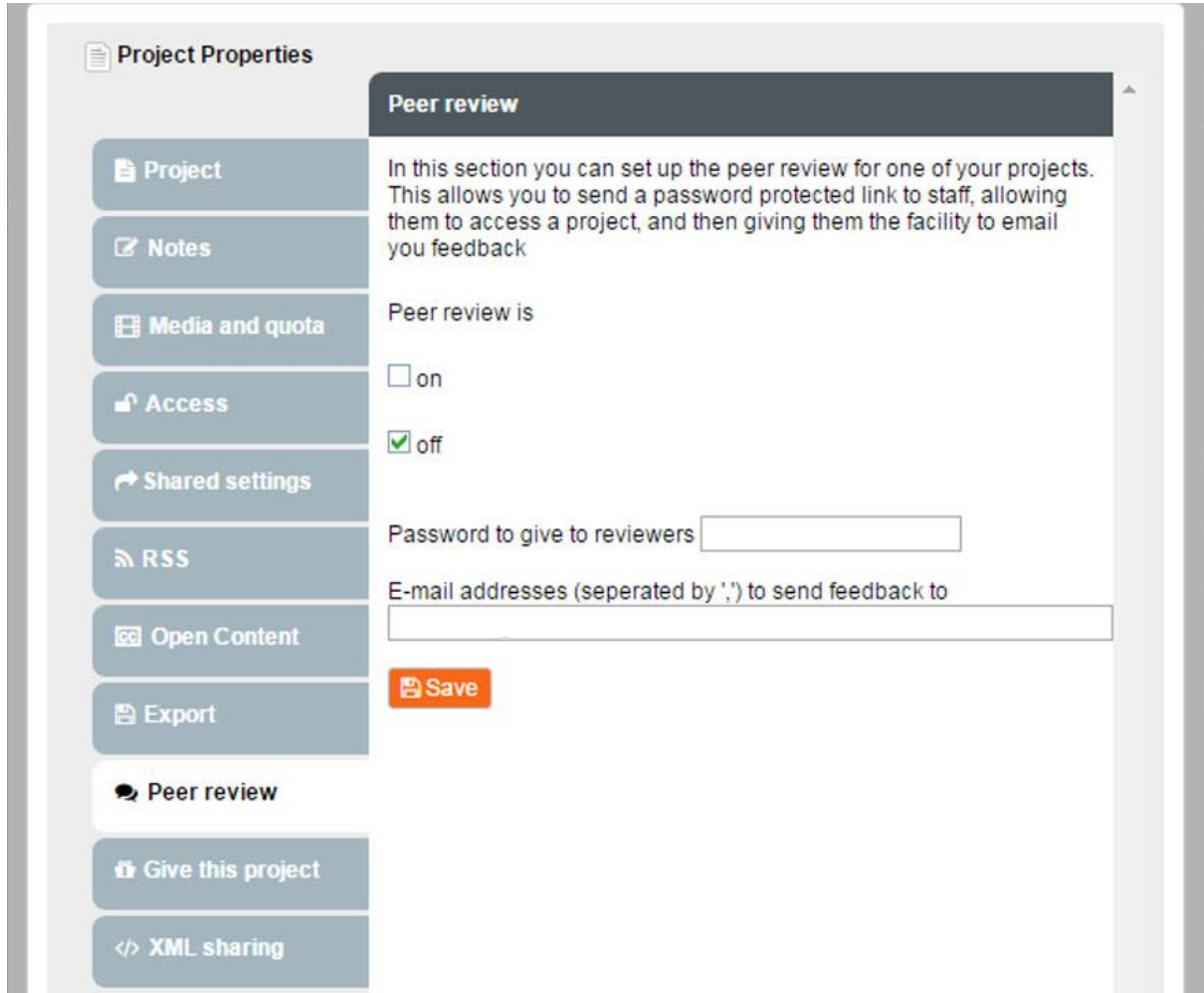
You will **not** use ‘Get Archive Zip’ as this is redundant due to it being an older developer tool which doesn’t contain all the newer html5 page types and functionality.



Project Properties

Peer Review

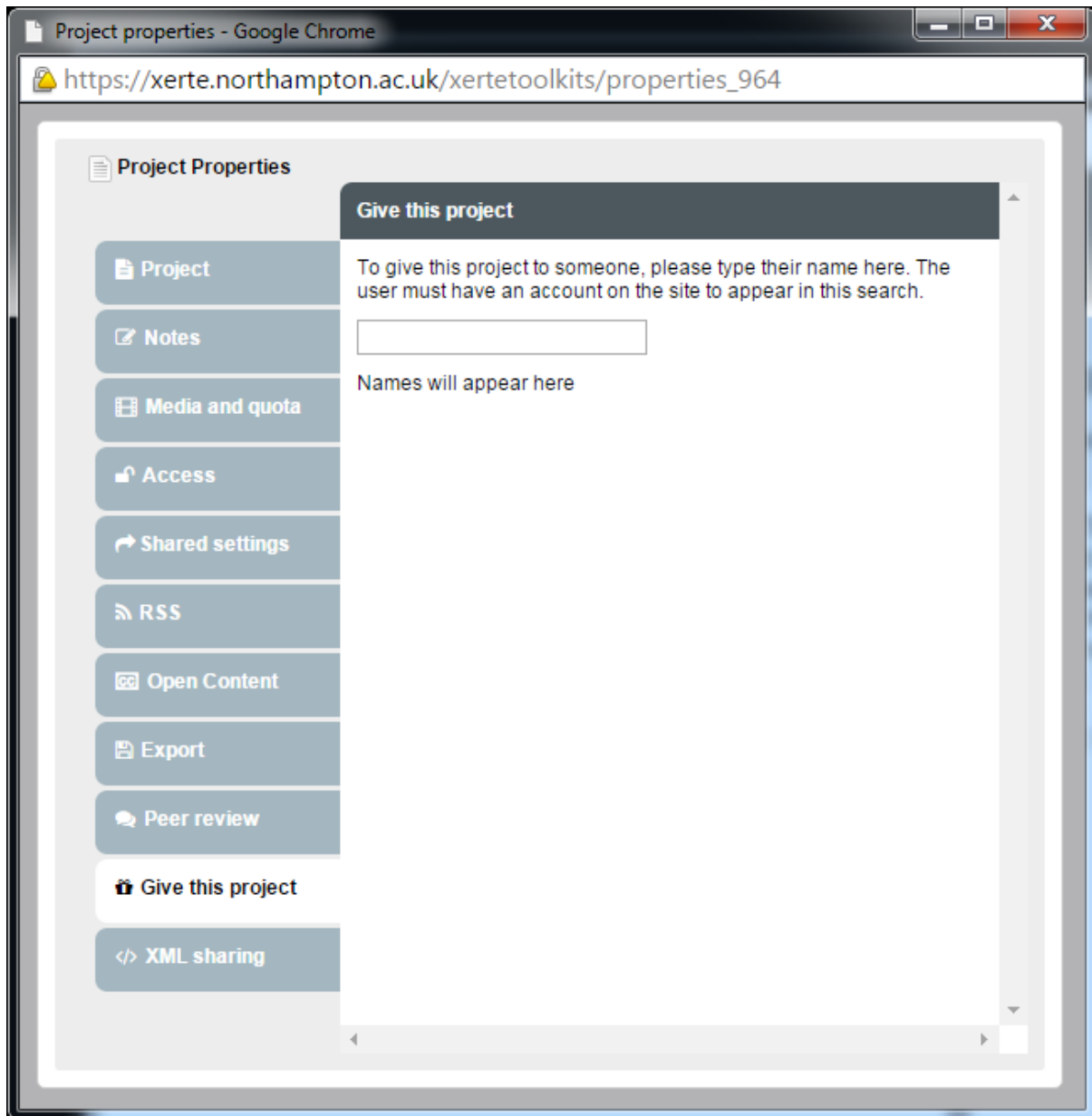
Use Peer Review to allow a staff member to access a project and give you their feedback.



The screenshot displays the 'Project Properties' interface. On the left is a vertical sidebar with menu items: Project, Notes, Media and quota, Access, Shared settings, RSS, Open Content, Export, Peer review (highlighted), Give this project, and XML sharing. The main content area is titled 'Peer review' and contains the following text: 'In this section you can set up the peer review for one of your projects. This allows you to send a password protected link to staff, allowing them to access a project, and then giving them the facility to email you feedback'. Below this, it says 'Peer review is' followed by two radio button options: 'on' (unchecked) and 'off' (checked). There is a text input field for 'Password to give to reviewers' and another for 'E-mail addresses (seperated by ',') to send feedback to'. An orange 'Save' button is located at the bottom of the settings area.

Project properties

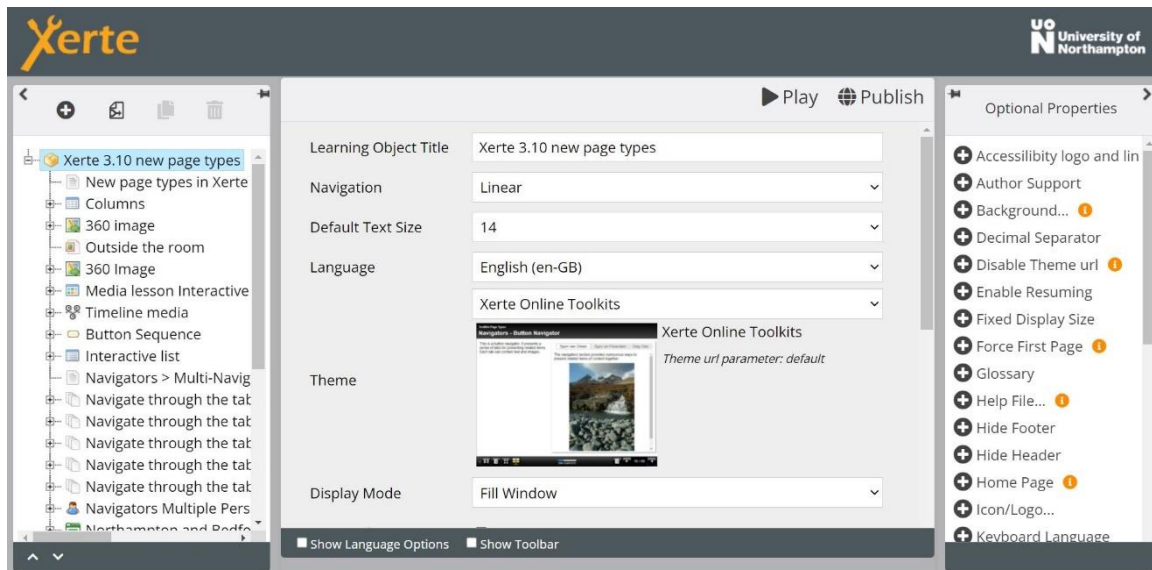
Give this project



Adding a Background Image

Adding a background image to your Xerte e-learning can liven up the appearance.

Click on the top level folder on the left of the screen when in your project. Open the right hand pane by clicking on the forward arrow (top right). In the option list you will see 'Background Image'.

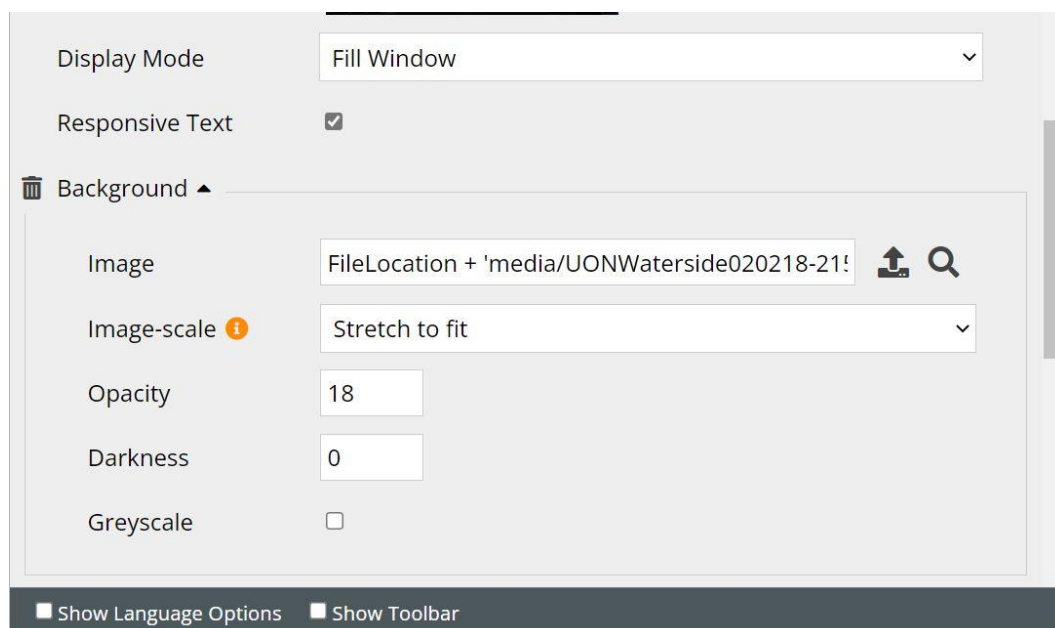


Click on the plus sign to add this option to your project (as shown below). The background defaults to an Opacity 20. Change this background Opacity to 18. The result is shown on the next page.



Tip: the lower the Opacity number the less you will see of the image.

A background image can add attraction to the e-learning.





Xerte 3.10 new page types

New page types in Xerte version 3.10

Xerte Version 3.10

New and revisited page types

- Columns - not a new page
- 360 Image - new page
- Media Lesson -> Interactive video - new page
- Timeline media - new page
- Button sequence - not a new page
- Interactive list - not a new page
- Multi Navigator - Navigators in one place
 - Accordion
 - Button
 - Columns
 - Slideshow
 - Tabs
- Navigators Multiple Perspectives - not a new page
- Navigators Tabbed Navigators - not a new page
- Answer X of Y - new page
- Highlight text - new page
- Hotspot question - new page
- Interactive video - new page
- Text correction - not new page
- Crossword - new page
- Drag and drop - not new page
- Summary page - not a new page




Tip: Resize the images using Paint (see separate guide) to about 350 x 233 pixels before uploading to Xerte. Largest width about 512 pixels. For existing media in Xerte, use the Resize and Crop tool found on the Media Repository toolbar, to reduce the size of the image.

Addendum

Xerte Property Settings

Export to NILE

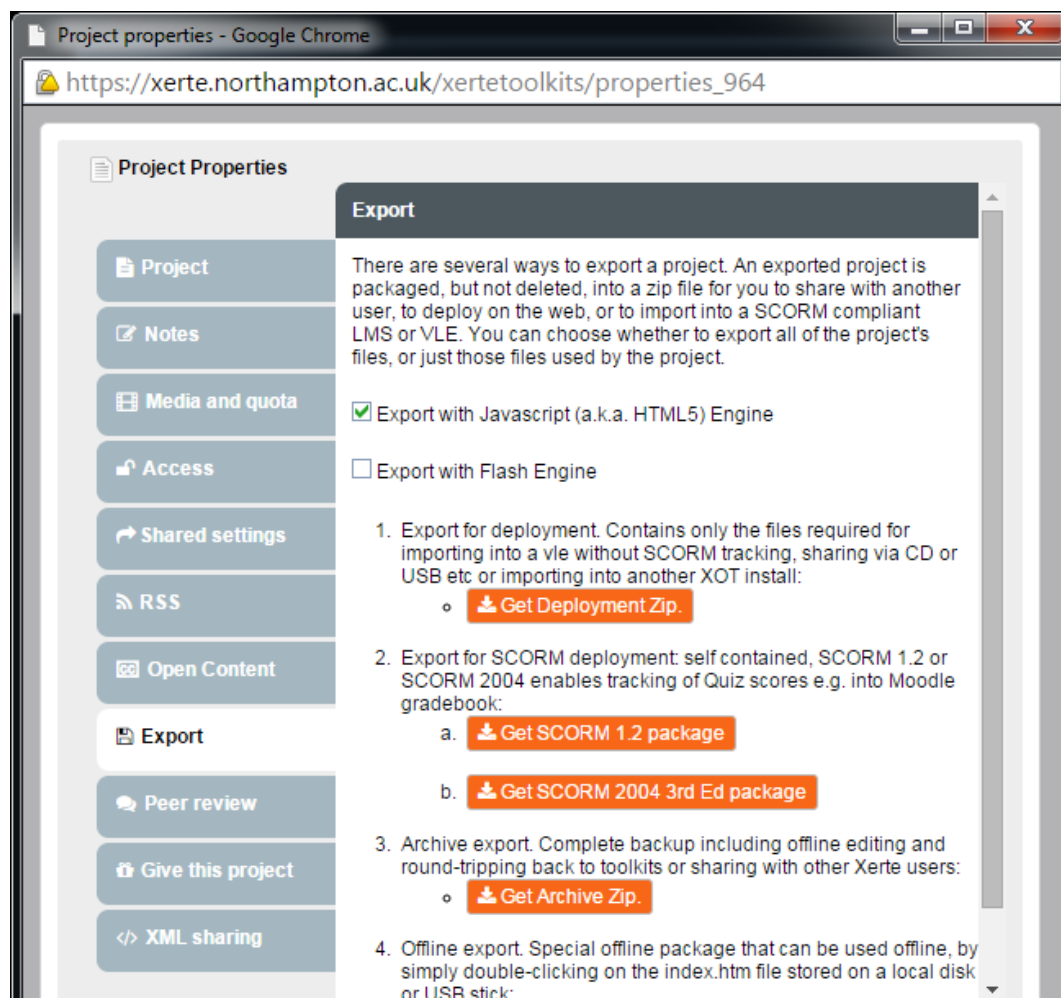


In the Xerte screen, click the  icon with your mouse. You will access the Project Properties.

You will find the Export option in the left menu, as shown in the screenshot below.

Export settings – refer to the screenshot below

- The project will always use HTML5. The dialog box below shows a tick in HTML5.
- Export with Javascript.
- Use 2b. Get SCORM 2004 3rd Ed package.



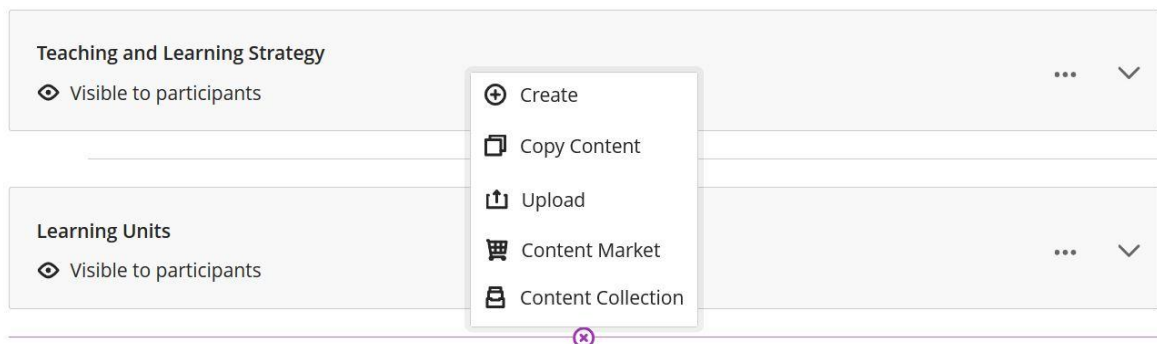
The e-learning package will download. Save to a USB stick or on to the PC/Mac in a folder. The file will be a zip file.

Open Blackboard ULTRA and go to the NILE e-learning site where you would like the Xerte to be.

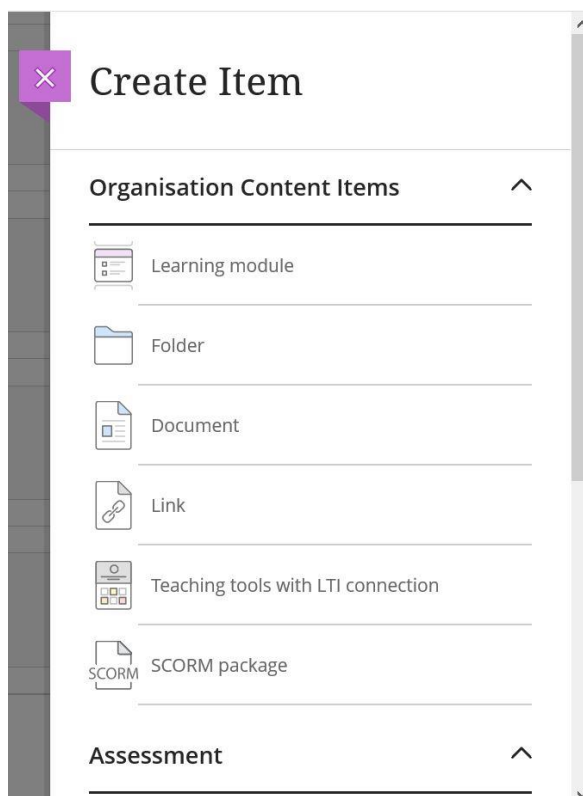
You will automatically be in edit mode.

Go to the content area where you would like the Xerte e-learning to be placed.

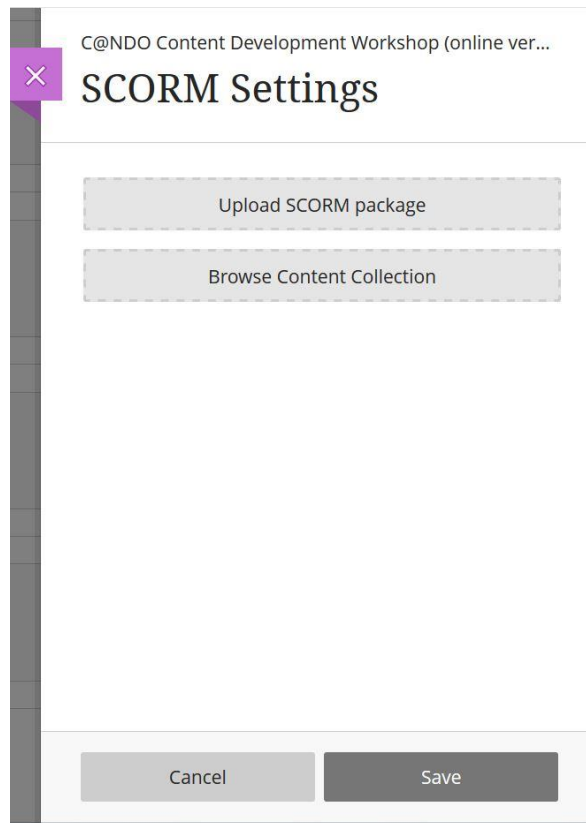
Click on the **purple** plus symbol **+** to reveal the **'Create'** menu option and select SCORM.



Select **SCORM package** from the list of items available to you.



Upload the SCORM package and click Save.



C@NDO Content Development Workshop (online ver...)

SCORM Settings

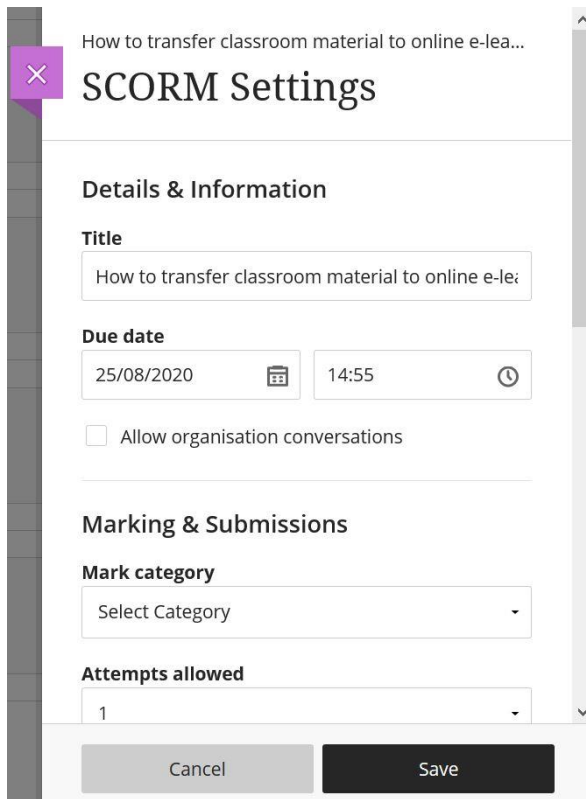
Upload SCORM package

Browse Content Collection

Cancel Save

Settings

Scroll down the dialog box and key in the Title, and select your settings for Due date, marking category and attempts allowed. Scroll down the SCORM Settings screen to select **marking** options.



How to transfer classroom material to online e-lea...



SCORM Settings

Details & Information

Title

How to transfer classroom material to online e-lea...

Due date

25/08/2020  14:55 

Allow organisation conversations

Marking & Submissions

Mark category

Select Category

Attempts allowed

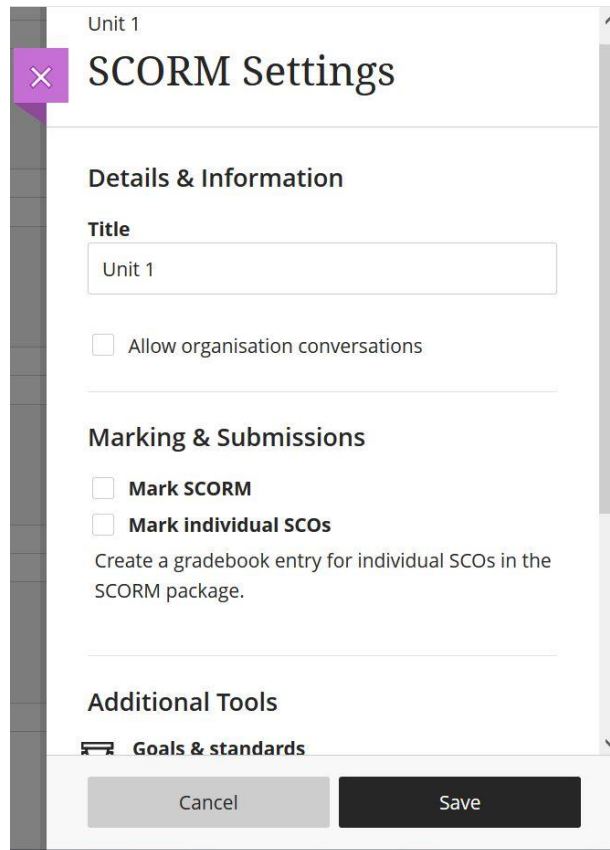
1

Cancel Save

Xerte learning objects, e-learning and e-tivities are **not graded** in NILE (Blackboard ULTRA).

Options to tick include:

- Allow unlimited attempts



Grading/Marking

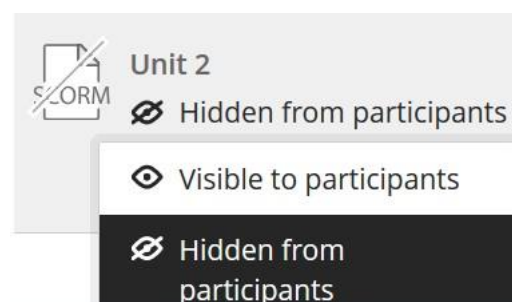
Xerte learning objects, e-learning and e-tivities are not graded in NILE.

- Do **not** click Mark SCORM
- Do **not** tick Mark individual SCOs

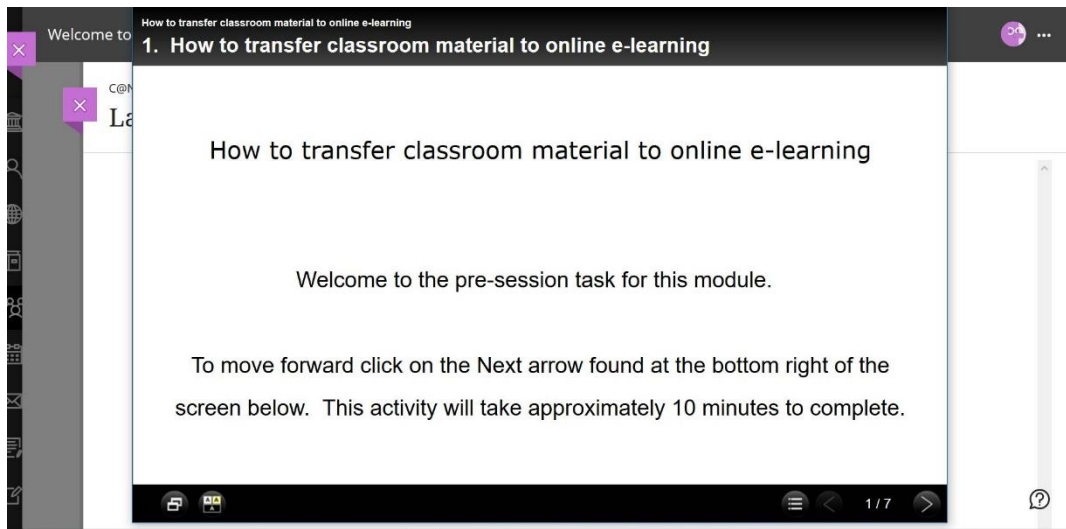
Click **Save** and your Xerte SCORM e-learning package will be uploaded into NILE.

Xerte in NILE

Make sure the SCORM package is made visible to participants by selecting the option.



Xerte in NILE

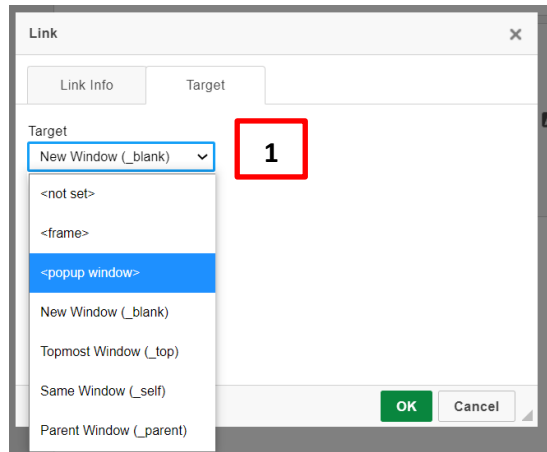


Hints and Tips

- Complete the Xerte project to a final version before exporting.
- Browsers can impact on Xerte usage. Recommend using Firefox browser for online learning using Xerte.
- Do not use old Internet Explorer browsers as IE 8 and IE 9 will not support the re-launched Xerte. Use IE 11 or the newer Edge browser.
- Xerte does not have an assessed test facility and works best when used with formative work which does not require grading. Although you can select Mark SCORM and Mark Individual SCOs in Blackboard for graded work. **We do not use Xerte for graded work at the university.**
- Do not use Blackboard App to play Xerte. The Blackboard App will provide a message informing the user to 'Use a Desktop browser'. So, give the user instructions in advance on your NILE site to use a browser on mobile devices.

Links for websites on a Xerte page

- 1 Click on the Target tab and select 'Pop-Up Window' from the drop-down list of options to ensure that the Xerte e-learning remains on the screen when the user clicks on the link to the Word document. Do this when you use links to websites, YouTube and documents.



Missing images - For some reason an image will sometimes fail to be added to the export package, even though it's in the media content. Identify the file name and update the 'media' folder in the zip file (you can usually just drag and drop it in).

If you need assistance with your Xerte project please contact a Learning Technologist.