

LEARNING MODULES

STUDENT

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Introduction

A learning module in WebCT contains the content of the course and can also contain:

- Discussion topics
- Assignments
- Assessments
- Web links
- Chat rooms
- Media Library links

Figure 9-1 displays an example of a learning module.

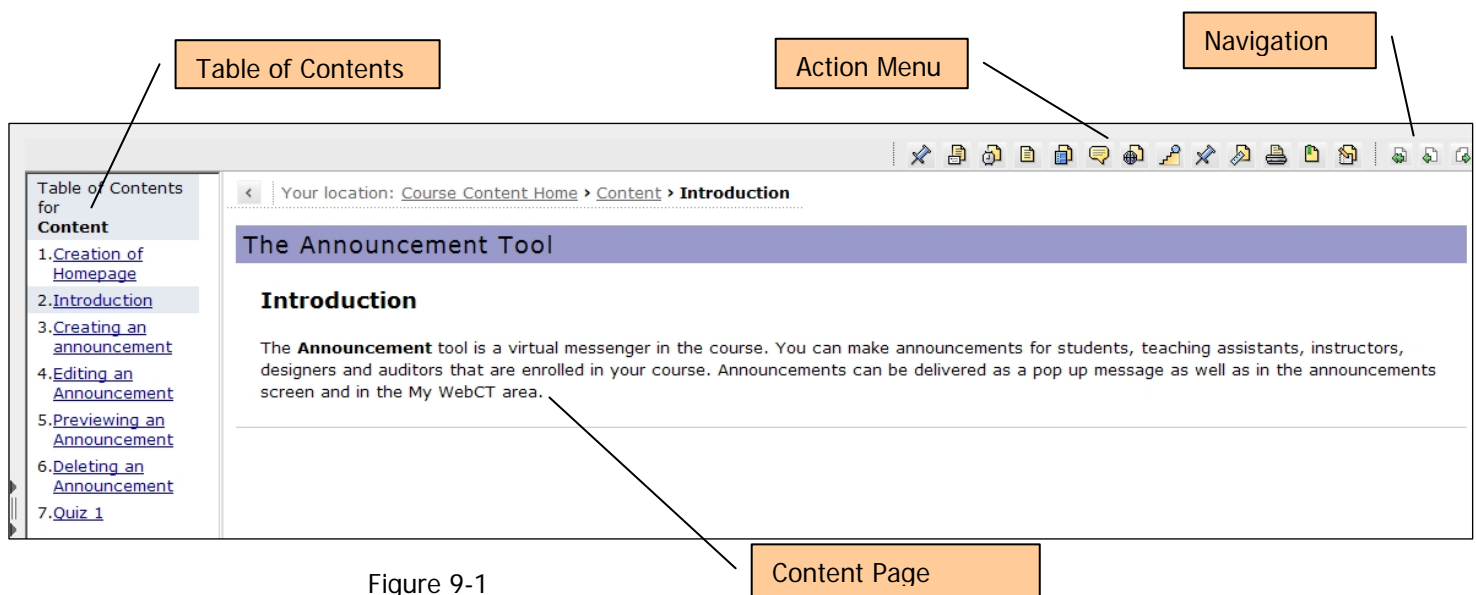


Figure 9-1

The Learning Module consists of:

- The Action Menu that includes the navigation buttons.
- The Table of contents (This may be hidden)
- The screen area that displays content or a specific tool.

In figure 9-1 you could use the table of contents to navigate as each heading is hyperlinked. You may also use the **next page**, **retrace** or **previous page** icons to navigate through the content.

Accessing a Learning Module

In WebCT you would use the Search tool to search for words, themes or topics in the section or course.

1. Click on the **Learning Module** link in the left hand Course Tools menu. The **Learning Modules** screen displays as seen in figure 9-2.

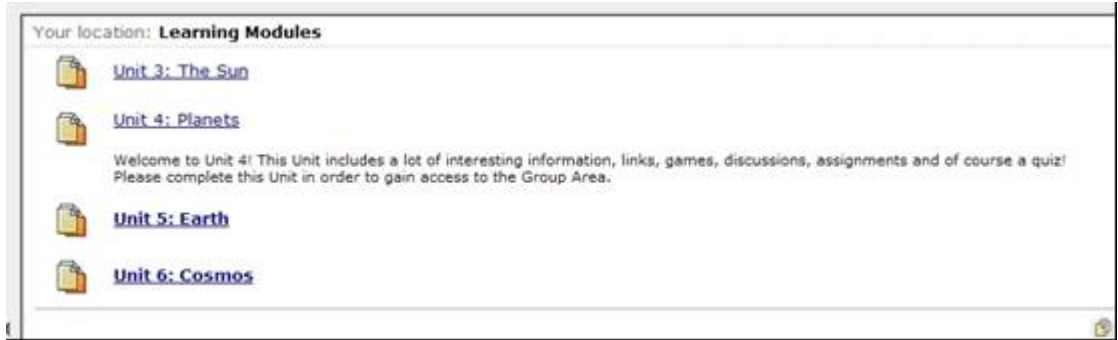


Figure 9-2

The learning modules screen displays all the learning modules that are available in the course.

2. Click on the learning module title you want to access. In figure 9-2 to access the Unit 4 learning module you would click on the Unit 4: Planets link. The selected learning module loads. See figure 9-3.



Figure 9-3

Once you have accessed a learning module you may work through the content by navigating via the Table of Contents if it is available. Alternately you may use the built in navigation in the action menu. Each navigation button is described in Table 1.

Icon	Name	Function
	Retrace	To retrace the pages you accessed in the learning module.
	Previous Page	To move to the previous content page.
	Next Page	To move to the next page of content.

Table 1



There are other icons that may appear in the action menu if the designer adds them to the action menu. These will be described in table 2 below.














Icon	Name	Description	Refer to
	Notes	To add notes to content pages.	Radical WebCT Tools : Chapter 4: Notes
	Printable View	To print content pages.	Page 8-4
	Bookmarks	To bookmark pages of content for you to access quickly.	Page 8-8
	Assessment	To access an assessment: a quiz, a survey or a self test that the designer has added to the content page.	Radical WebCT Tools : Chapter 6: Assessments
	Assignment	To access an assignment that the designer has added to the content page.	Radical WebCT Tools : Chapter 7: Assignments
	Chat	To access a chat room that the designer has added to the content page.	Collaborate: Chapter 6 : Chat and Whiteboard
	Discussions	To access a discussion category or a discussion topic that the designer has added to the content page.	Collaborate: Chapter 4: Discussions
	File	To access a file that the designer has made available in the content page.	Page 8-13
	Goals	To access the goals for a particular content page.	Page 8-14
	Media library	To access a media library item that the designer has made available from the content page.	Radical WebCT Tools : Chapter 10: Media Library
	References	To access references that the designers added to the content page.	Page 8-15
	Weblink	To access a Web link the designers added to the content page.	Radical WebCT Tools : Chapter 12: Weblinks

Table 2

Printing Pages from a Learning Module

1. Click on the **Learning Module** link in the left hand Course Tools menu. The **Learning Modules** screen displays.
2. Click on the title of the learning module you want to access. The selected learning module loads.
3. Click on the **Printable View** icon  from the action menu. The **Select Items** screen displays as seen in figure 9-4 on the following page.



Select Items from: Unit 4: Planets
Select the items you would like to include in your printable view

<input checked="" type="checkbox"/>	Selected Items
<input type="checkbox"/>	1. Module Overview (Heading)
<input checked="" type="checkbox"/>	2. The Planets: Introduction (web link)
<input checked="" type="checkbox"/>	3. Unit 4 Learning Objectives (file)
<input type="checkbox"/>	4. Readings and Video (Heading)
<input checked="" type="checkbox"/>	5. Planets Overview (file)
<input checked="" type="checkbox"/>	6. Solar System Tour (web link)
<input type="checkbox"/>	7. Activities (Heading)
<input checked="" type="checkbox"/>	8. Interactive Solar Game (web link)
<input checked="" type="checkbox"/>	9. Unit 4: Quiz (assessment)
<input checked="" type="checkbox"/>	10. Unit 4 Discussions (discussion topic)
<input checked="" type="checkbox"/>	11. Astronomy Scavenger Hunt (PDF) (file)
<input checked="" type="checkbox"/>	12. Planet Killers: Black Holes (Video) (file)

Continue

Figure 9-4

4. Select the pages you want to include in the printable view by clicking on the corresponding page check box. A tick appears in the check box as seen in figure 9-4.
5. Click on the **Continue** button. The **Printable View** screen displays as seen in figure 9-5.

Printable View of: Unit 4: Planets

Print **Save to File**

Web Link: The Planets: Introduction
<http://www.jpl.nasa.gov/multimedia/cassini-essay/index-flash.html>

File: Unit 4 Learning Objectives

Unit 4 Learning Objectives

Upon completion of this unit students should be able to describe the difference between Jovian and Terrestrial planets and discuss the key features and characteristics of each of the 9 planets including topographical, climatological and historical points.

- 1.) Which Planet is most like the Earth?
- 2.) Which Planet is least like the Earth?
- 3.) Which Planet holds our fascination the most?
- 4.) Which Planet has the most interesting moon?
- 5.) Which Planet has an inexplicable feature?
- 6.) Which Planet do we know the least about?

Figure 9-5



From the printable view screen you have the choice of saving the printable view to your computer or printing it.

6. Click on the **Print** button to print the view.
 7. Follow the usual print prompts. The selected view is printed.
- Or
8. Click on the **Save to File** button. The **File Download** window opens.
 9. Select the **Save** option. The **Save As** window displays as seen in figure 9-6.

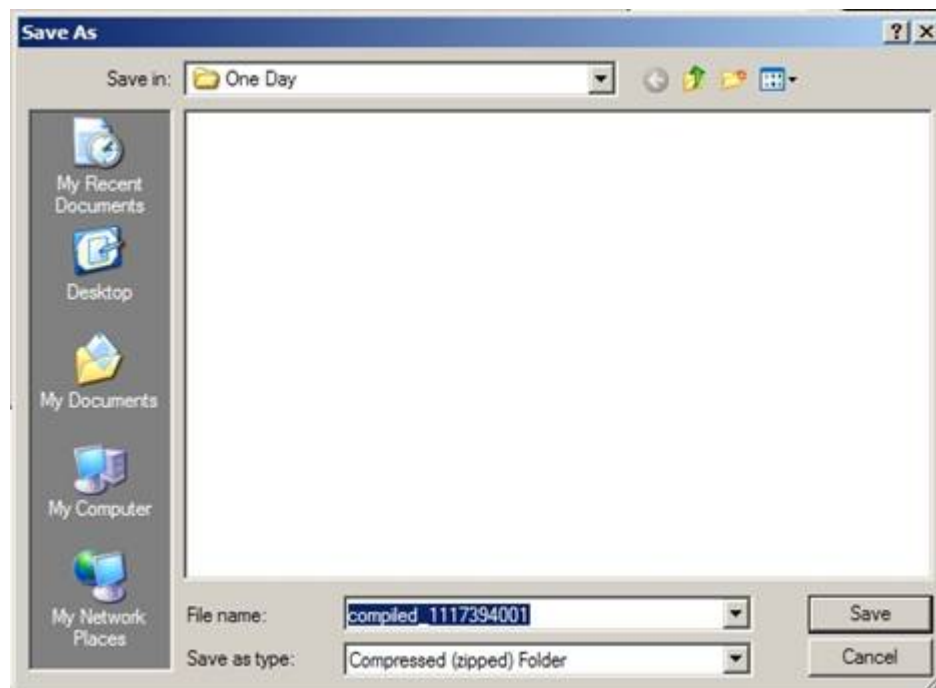


Figure 9-6

Note: If you are using a browser other than Microsoft Internet Explorer. The screen names may vary slightly, but the process will be similar.

10. Navigate to the location you want to save the file in, in the Save As window.
11. Click on the **Save** button. The file is saved as a zip file.
12. Locate the file you saved and double click it. The zip file opens automatically if you are using Windows XP. If you are using a previous version of Windows, use a unzip application to unzip the file like WinZip. See figure 9-7 on the following page.

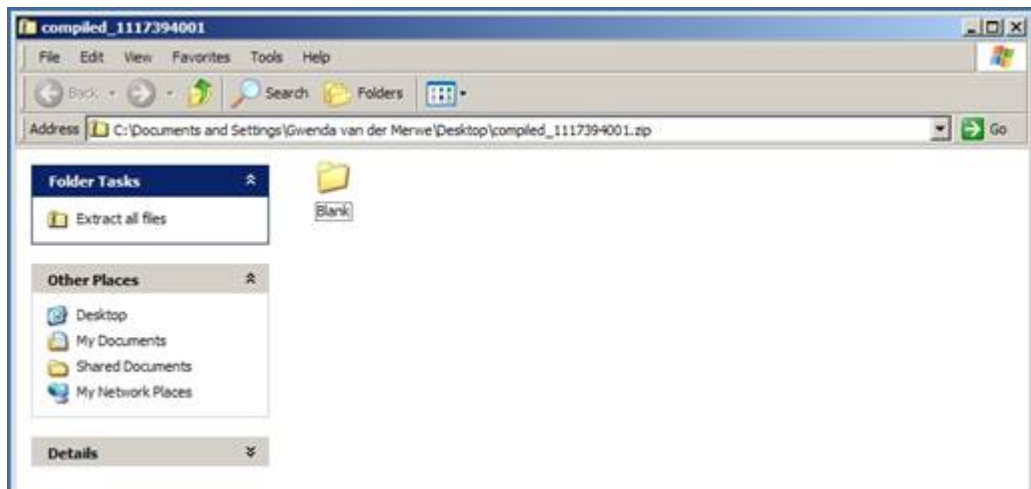


Figure 9-7

13. Click on the folder in the new window that opens. All the files required to view the content are in the folder as seen in figure 9-8.

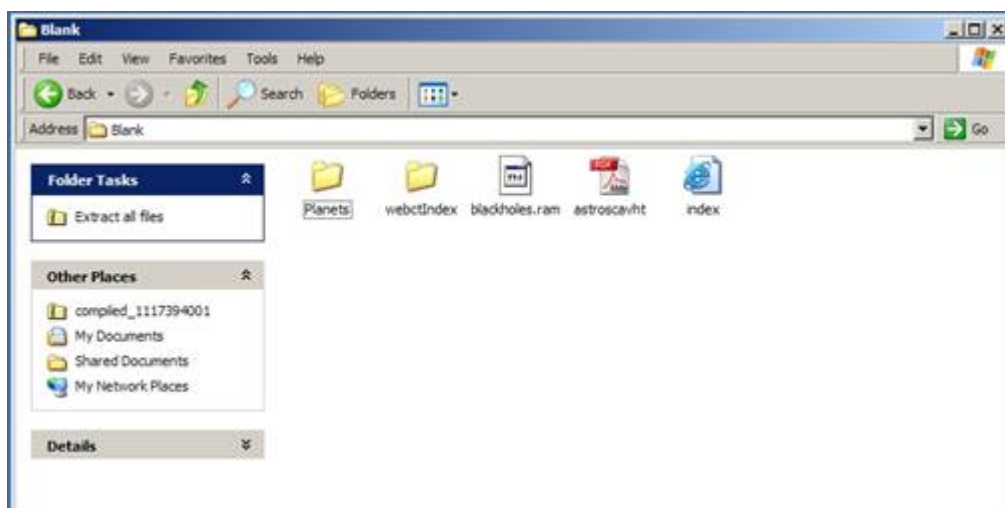


Figure 9-8

14. Click on the **index** file. The **File Download** window opens as seen in figure 9-9 if you are using Internet Explorer as the browser. If you are using an alternative browser the prompts will be similar.



Figure 9-9



15. Click on the **Open** button. The content is launched in a new window as seen in figure 9-10.

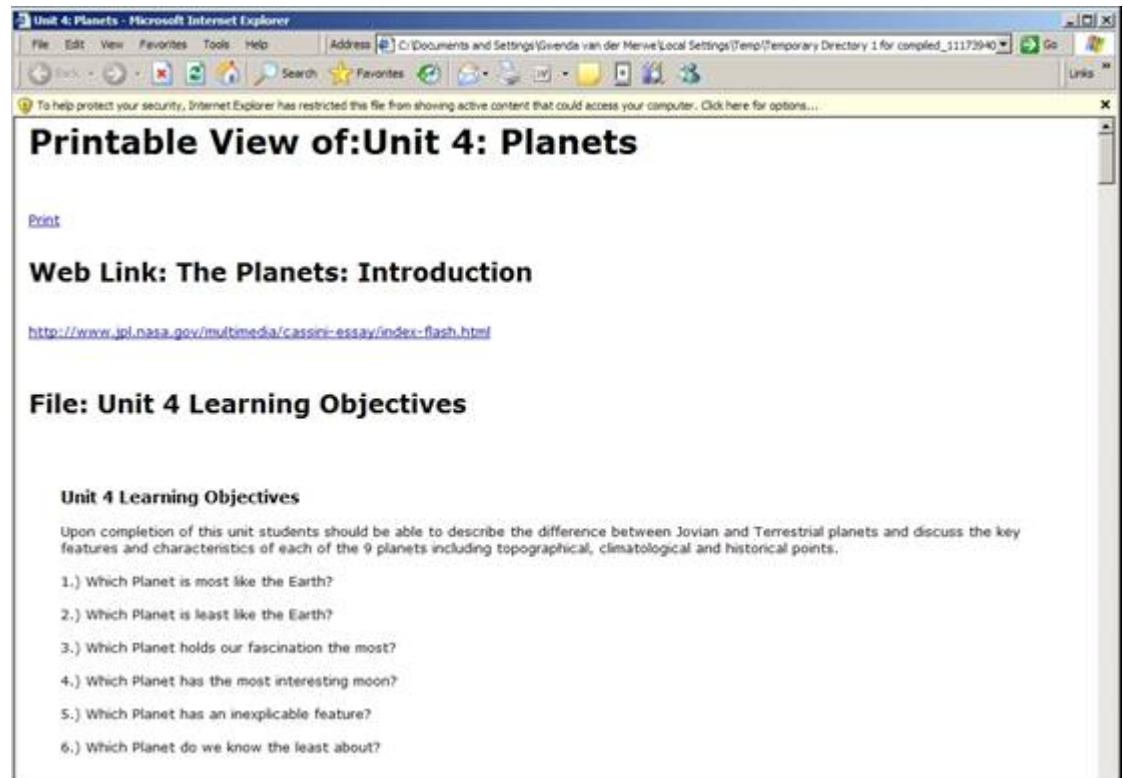


Figure 9-10


Saving the printable view of the content files you select enables you to have that content available on your computer offline.

Using the Bookmark Utility in the Learning Module

The Bookmark utility enables you to add bookmarks to pages in the learning module. You may then access the bookmarks and click on the links it creates to the pages you add to access them quickly.

You may use the Bookmark utility if it has been added to the learning module by the designer. This utility is linked to the learning module and is only available in the learning module.

Adding a Bookmark

1. Click on the **Learning Module** link in the left hand Course Tools menu. The **Learning Modules** screen displays.
2. Click on the title of the learning module you want to access. The selected learning module loads.
3. Navigate to the content page that you want to add as a bookmark by using the table of contents if available or the navigation icons.
4. Click on the **Bookmark** icon  from the action menu. The **Bookmarks** screen displays as seen in figure 9-11 on the following page.

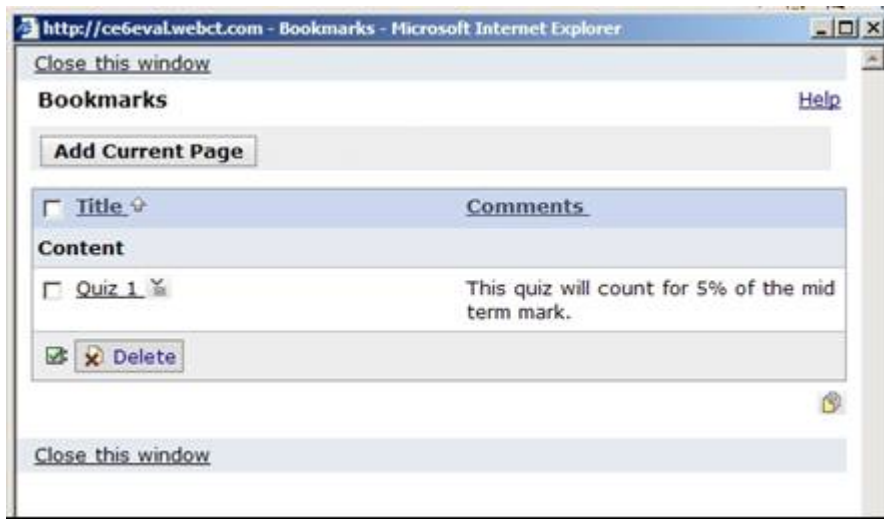


Figure 9-11

5. Click on the **Add Current Page** button. The **Add Bookmarks** window displays as seen in figure 9-12.



Figure 9-12

6. Type in any relevant comments in the **Comments** text box.
7. Click on the **Save** button. The bookmark is added and the **Bookmarks** screen displays as seen in figure 9-13 on the following page.

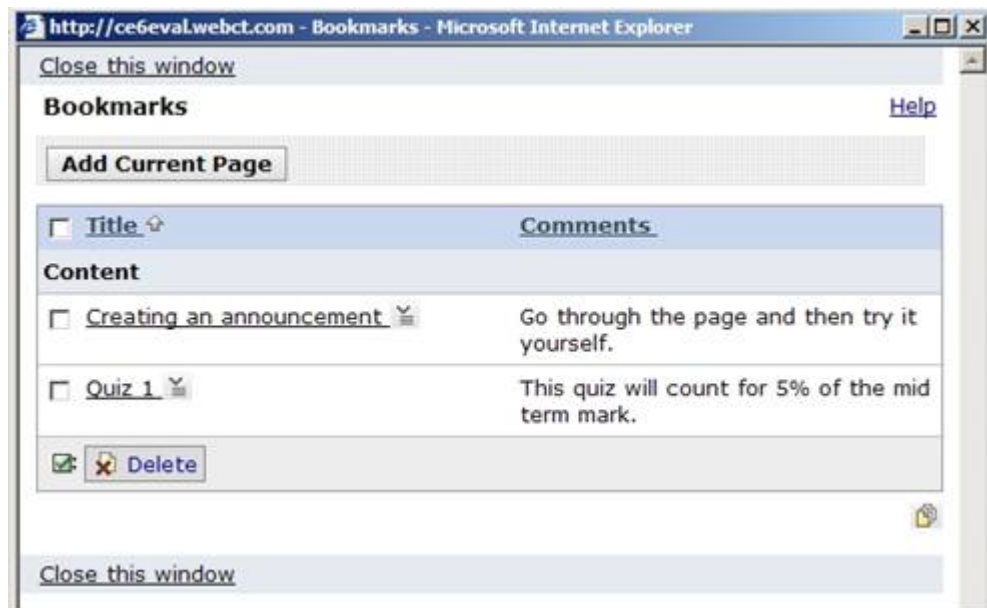




Figure 9-13

Accessing Bookmarks

1. Click on the **Learning Modules** link in the left hand Course Tools menu. The **Learning Modules** screen displays.
2. Click on the title of the learning module you want to access. The selected learning module loads.
3. Click on the **Bookmark** icon  from the action menu. The **Bookmarks** screen displays as seen in figure 9-13.
4. Click on the title of the content page you want to access. In figure 9-13 you could click on the Creating an announcement link to access that page. The selected content page loads in WebCT.

Editing a Bookmark

1. Click on the **Learning Modules** link in the left hand Course Tools menu. The **Learning Modules** screen displays.
2. Click on the title of learning module you want to access. The selected learning module loads.
3. Click on the **Bookmark** icon  from the action menu. The **Bookmarks** screen displays as seen in figure 9-13.
4. Click on the action link to the right of the title of the bookmark you want to edit. See figure 9-14 on the following page.

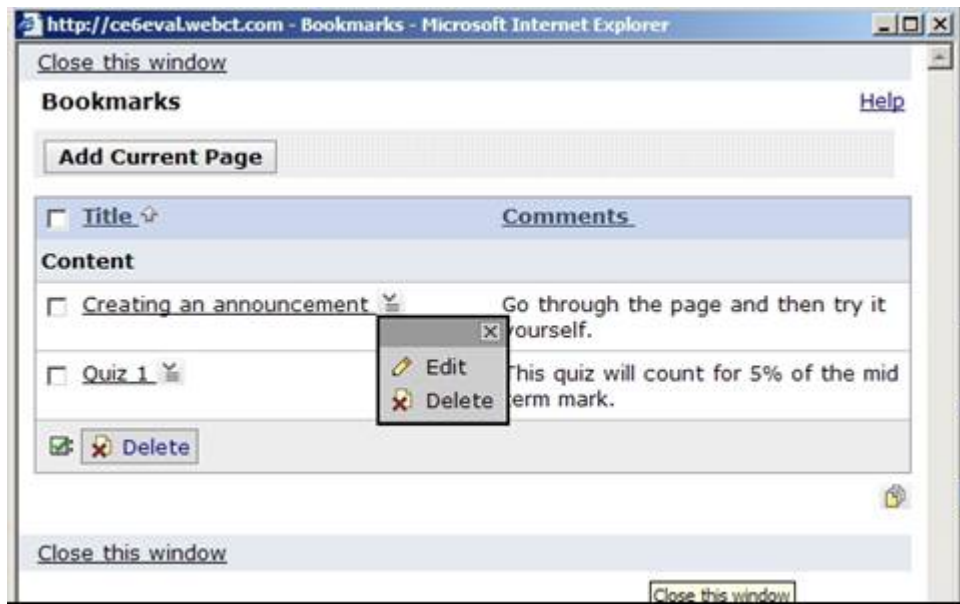


Figure 9-14

5. Select the **Edit** option from the drop-down menu. The **Edit Bookmark** screen displays as seen in figure 9-15.

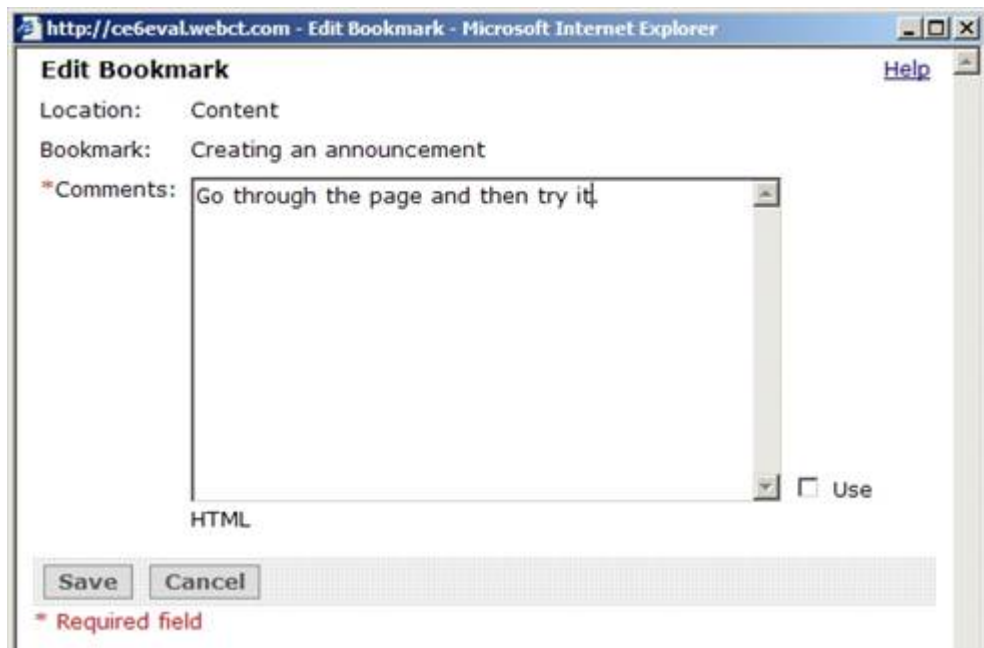



Figure 9-15

6. Edit the comment in the **Comments** text box.
7. Click on the **Save** button. The changes are saved and the **Bookmarks** screen displays.



Deleting a Bookmark

1. Click on the **Learning Module** link in the left hand Course Tools menu. The **Learning Module** screen displays.
2. Click on the title of learning module you want to access. The selected learning module loads.
3. Click on the **Bookmark** icon  from the action menu. The **Bookmarks** screen displays as seen in figure 9-15.

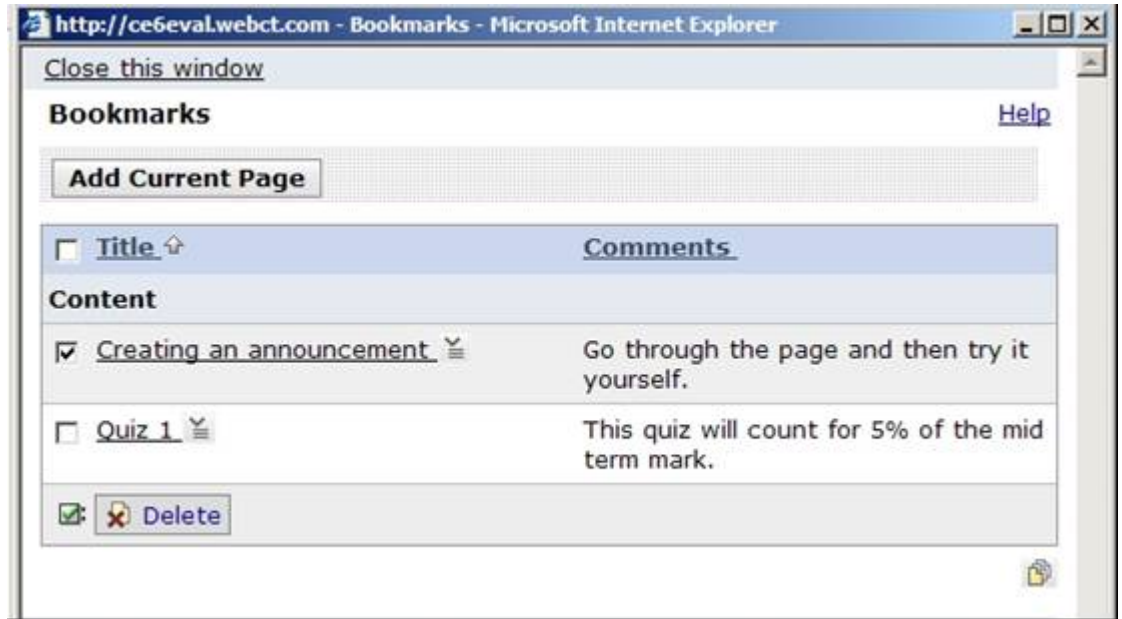


Figure 9-16

4. Select the check box to the left of the title of the bookmark you want to delete. A tick appears in the check box as seen in figure 9-16.
5. Click on the **Delete** button. A warning window appears as seen in figure 9-17.

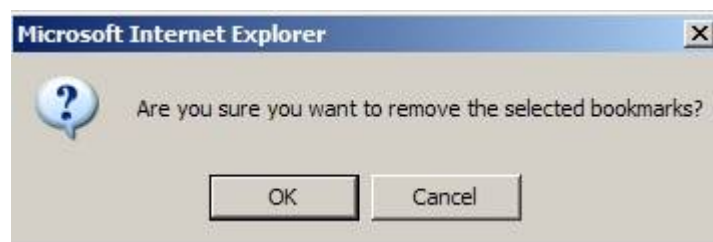



Figure 9-17

6. Click on the **OK** button. The bookmark is deleted and the **Bookmarks** screen displays.



Accessing a File Added to the Learning Module

The designer may add a file to the action menu for the student to access. If the designer has added a file you will see the file icon in the action menu. 

1. Click on the **Learning Modules** link in the left hand Course Tools menu. The **Learning Modules** screen displays.
2. Click on the title of learning module you want to access. The selected learning module loads as seen in figure 9-18.



Figure 9-18


3. Click on the **File** icon  from the action menu. The screen refreshes to show the file list available as seen in figure 9-19.



Figure 9-19

4. Click on the file name beneath the **File** heading. The file displays as seen in figure 9-20 on the following page.

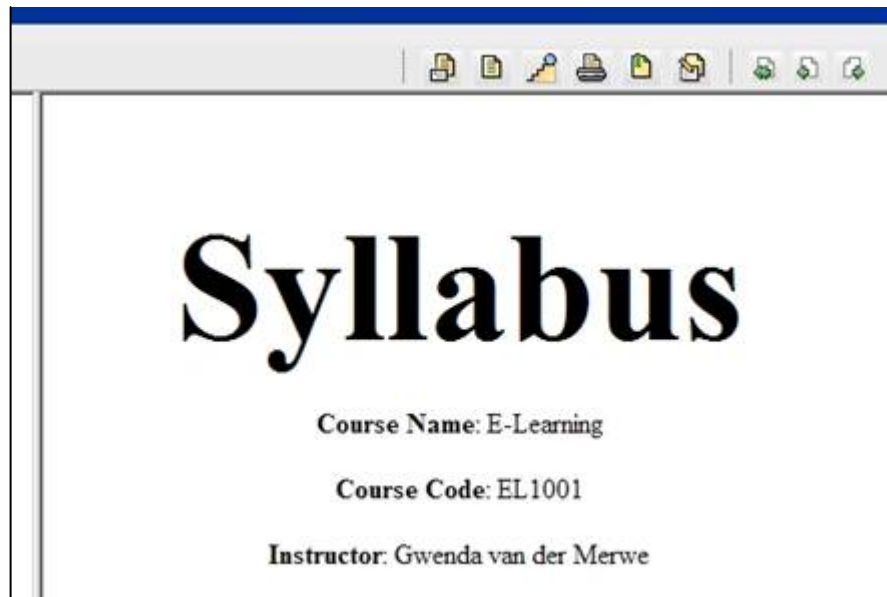



Figure 9-20

Accessing Goals Added to the Learning Module

The designer may add goals to a specific content page that the student can access and read.

1. Click on the **Learning Modules** link in the left hand Course Tools menu. The **Learning Modules** screen displays.
2. Click on the title of learning module you want to access. The selected learning module loads.
3. Click on the **Goals** icon  from the action menu. The **Goals** window opens. See figure 9-21.

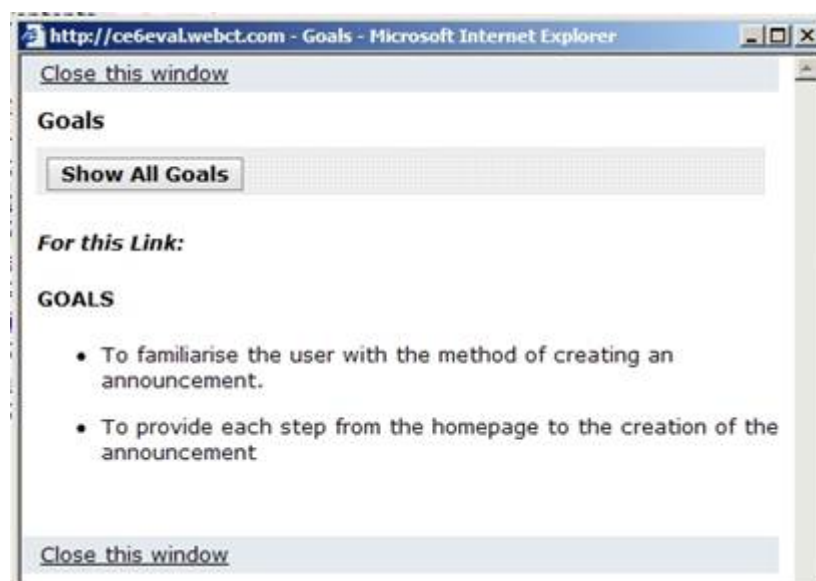


Figure 9-21



4. Click on the **Show All Goals** button. The **Goals** screen for the whole learning module display as seen in figure 9-22.

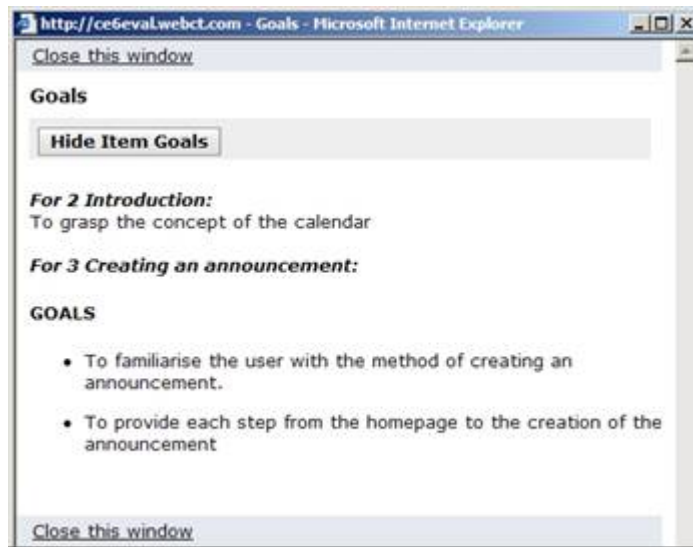



Figure 9-22

5. Click on the **Hide Item Goals** button to see only the goals for the currently selected learning module page.
6. Click on the **Close this window** link when you have finished reading the goals.

Accessing References in the Learning Module

The designer may add references to a specific content page that the student can access and read. The references that can be added are book, article or URL references.

1. Click on the **Learning Modules** link in the left hand Course Tools menu. The **Learning Modules** screen displays.
2. Click on the title of learning module you want to access. The selected learning module loads.
3. Click on the **References** icon  from the action menu. The **References** window opens. See figure 9-23 on the following page.

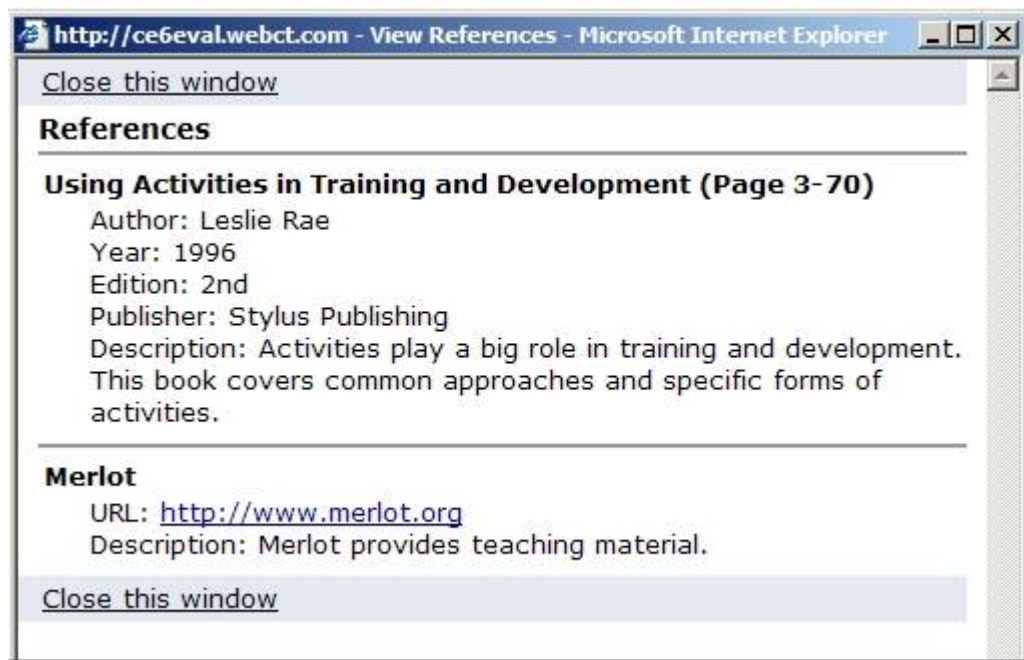


Figure 9-23

In figure 9-23 there is a reference to a book and an URL reference which is a site on the Internet. For article and book references you just read the information on the screen. For URL references you may link to the website.

4. Click on the URL link. The selected website displays in a new window as seen in figure 9-24.

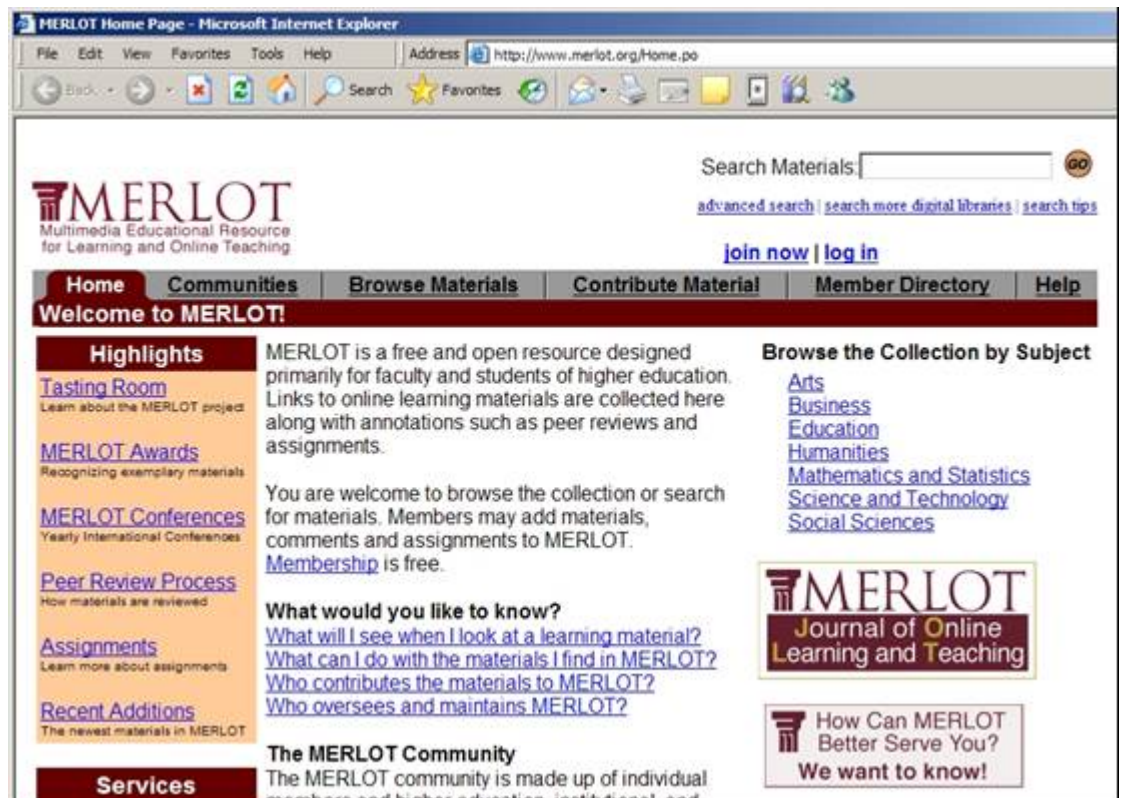


Figure 9-24

5. Navigate through the website as required.



6. Click on the X button in the top right hand corner of the new window to close the website.
7. Click on the **Close this window** link when you have finished reading the references for the page.