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<div><i>In-Class Sensing User Guide</i></div> <hr/> <div>Faculty</div>		
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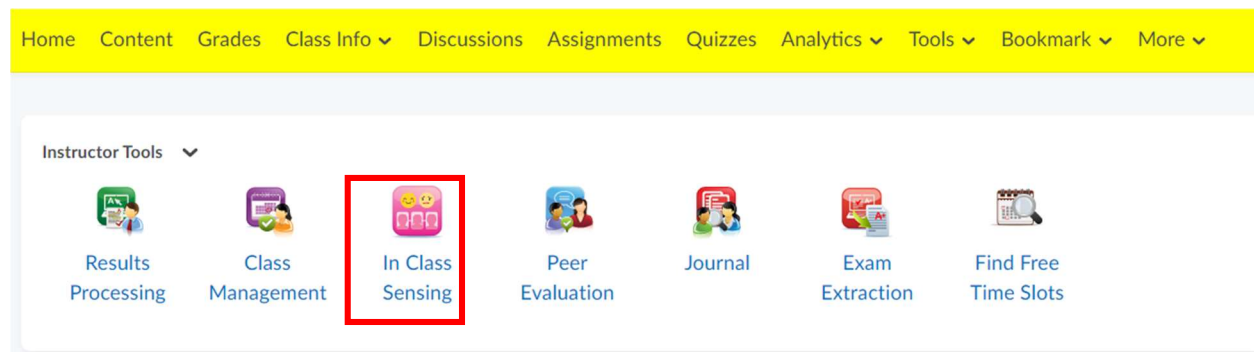
1. Introduction

The **In-Class Sensing** tool allows instructors to:

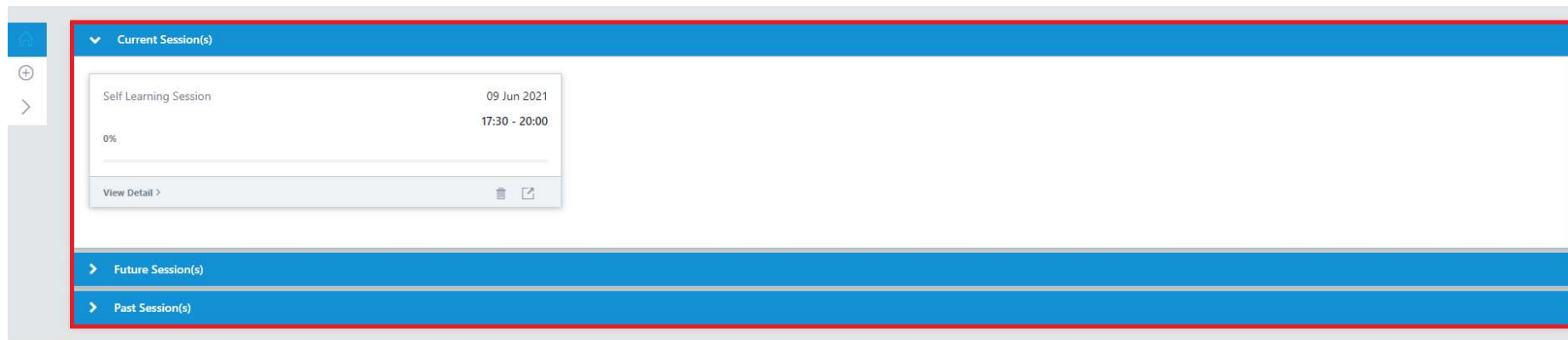
- Collect live feedback from students during class/lesson by setting up a session
- Set up learning points for each session
- Collate questions from students regarding the learning points
- View the number of students who have achieved each learning point set

2. Accessing the In-Class Sensing Tool

- 1) Under **Home**, click the **In-Class Sensing** link to launch the **In-Class Sensing** Tool.



- 2) This will bring you to the landing page of **In-Class Sensing Tool** – where you will see a list of the **current, future and past** session(s) in your course that have been set up before. Your students' access to the in-class sensing tool are determined by the set-up date and time of the session.

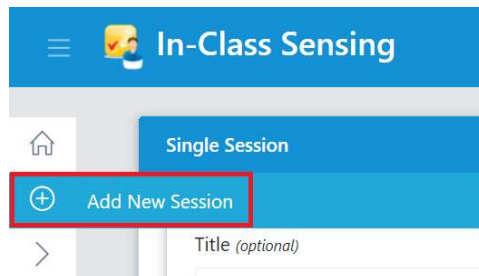


Note:

You will only be able to receive live feedback from the students for the current session when students have access to the in-class sensing tool.

3. Add New Session

- 1) To add new session, click '**Add New Session**' on the left toolbar.



- 2) Under the **Add New Session** page, there are three types of sessions that you can create and add:
 - Single Session
 - Recurring Session(s)
 - Import from Class Schedule

Single Session

 A screenshot of the 'Single Session' form. The form has a blue header with the text 'Single Session'. Below the header, there's a red-bordered box containing four input fields: 'Title (optional)' with a character count '0 / 100', 'Session Date' with a calendar icon, 'Start' with a clock icon, and 'End' with a clock icon. Below the red box is a 'SUBMIT' button with a red border.

Select the **session date**, **start time** and **end time** and provide an optional **title** for the session. Click '**Submit**'. The new single session will be added.

Recurring Session(s)

 A screenshot of the 'Recurring Session(s)' form. The form has a blue header with the text 'Recurring Session(s)'. Below the header, there's a red-bordered box containing three input fields at the top: 'Title (optional)' with a character count '0 / 100', 'Start Date' with a calendar icon, and 'End Date' with a calendar icon. Below these is a table with columns for the days of the week: Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, and Saturday. Each column has 'Start' and 'End' time slots, each with a clock icon. Below the red box is a 'SUBMIT' button with a red border.

Select the **start date** and **end date**. Pick the **day(s) of the week** with specific **start time** and **end time** that the session will take place. Provide an optional **title** for the sessions. Click '**Submit**'. The new recurring sessions will be added.

Import from Class Schedule

Import From Class Schedule

Import From Class Schedule function will read class schedules of selected course and create ICS session that mimic its timing. If this function is run previously, this function will try to create any missing class.

☒ SUBMIT

You may choose to import from the class schedule where it will create the in-class sensing session(s) based on the selected course class schedule timing. To start importing, click **'Submit'**. The new session(s) will be added.

4. Viewing Session Details

1) To view the session details, navigate to the session and click **'View Detail'**.

Current Session(s)

Individual Session

10 Jun 2021

09:00 - 18:00

0%

View Detail >

2) This will bring you to the page where you can view and edit the session details. You can add learning points and see the questions posted by the students during the active session. You can also preview what the students will be seeing as well as export the session detail into a PDF file.

Session Detail

EXPORT TO PDF

Title

Individual Session

Date

10 Jun 2021

Start

09:00

End

18:00

PREVIEW

Doing Well

CLEAR

Learning Points

There is no learning point being entered.


Questions

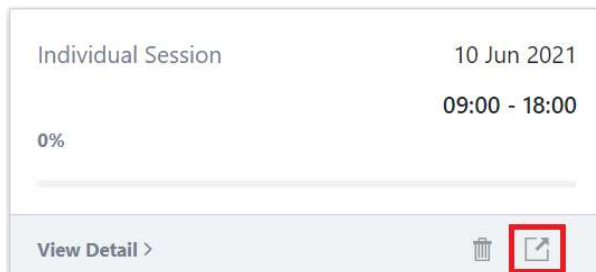
There is no question being posted yet.

Mark



5. Edit Session Detail

To edit the session detail:

- 1) At the **Session List** landing page, click the **'Edit'**  icon located on the bottom of session box.



Individual Session 10 Jun 2021
09:00 - 18:00
0%

View Detail >  

- 2) A side panel will slide out from the right side of the screen, edit the necessary details of the session and click **'Save'**.

Edit Session Detail

TITLE (OPTIONAL)

Individual Session

Please enter not more than 100 characters for title.

18 / 100

SESSION DATE

10 Jun 2021

START

09:00

END

18:00

 CLOSE


 DELETE


 SAVE

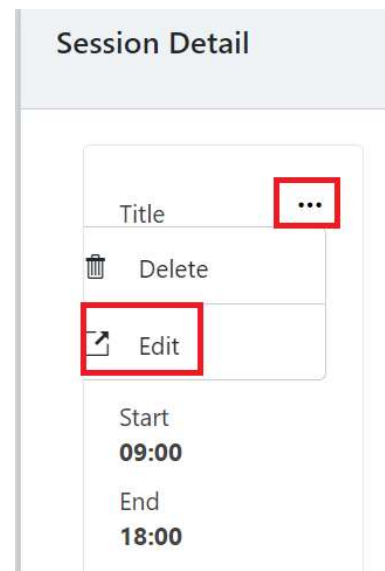
- 3) Alternatively, you can click on **'View Detail'**.




Individual Session 10 Jun 2021
09:00 - 18:00
0%


View Detail >  


- 4) Click the **'3 dots'** icon  located at the top right of the top left panel in the **Session Detail** page and select **'Edit'**.



Session Detail

Title 

 Delete

 Edit

Start
09:00

End
18:00

- 5) A side panel will slide out from the right side of the screen, edit the necessary details of the session and click **'Save'**.

Note: When at least one student has posted either his/her feedback or question in the session, editing of the session detail is **no longer allowed**.

Edit Session Detail

TITLE (OPTIONAL)

Individual Session

Please enter not more than 100 characters for title.

18 / 100

SESSION DATE

10 Jun 2021



START

09:00



END

18:00



✕ CLOSE

🗑 DELETE

💾 SAVE

Learning Session

10 Jun 2021

11:00 - 18:00

0%

View Detail >



Session Detail

Title

Learning Session

Date

10 Jun 2021

Start


11:00

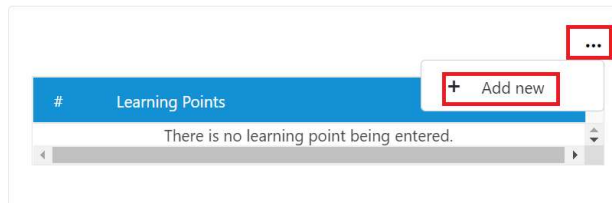
End

18:00

NOTE: At least one student has posted either feedback or question in this session, updating/deleting of this session is not allowed.

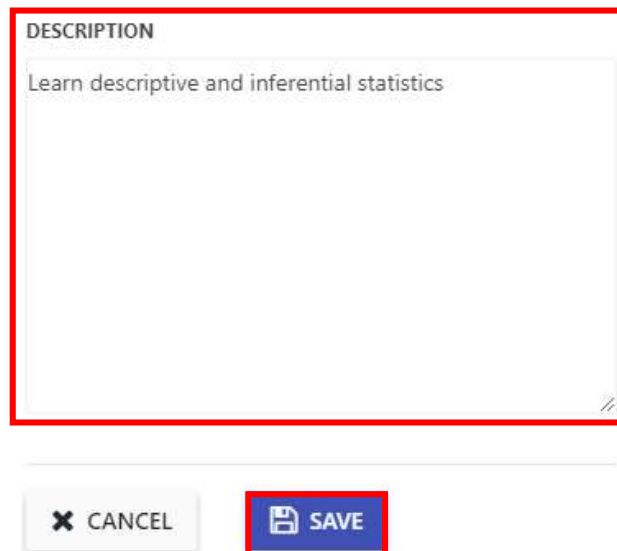
6. Learning Points


- 1) To add learning point into the session, click on the **'3 dots'** icon  located in the **Learning Points** panel and select **'Add new'**.





- 2) A side panel will slide out from the right side of the screen, put in the description of the learning point. Click **'Save'**.

Add new Learning Point

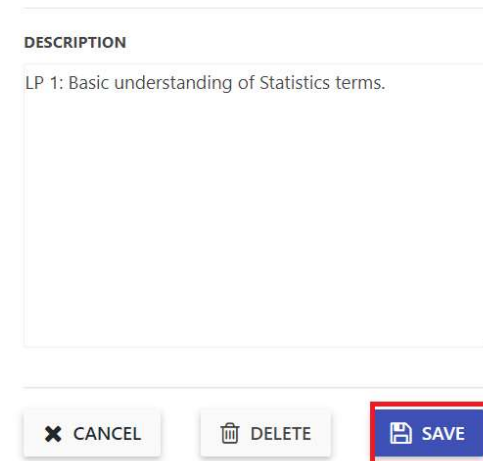

 A screenshot of the 'Add new Learning Point' side panel. It has a title 'Add new Learning Point' at the top. Below the title is a section labeled 'DESCRIPTION'. Inside this section is a text input field containing the text 'Learn descriptive and inferential statistics'. The entire 'DESCRIPTION' section is highlighted with a red box. At the bottom of the panel, there are two buttons: 'CANCEL' and 'SAVE'. The 'SAVE' button is highlighted with a red box.


- 3) To edit the learning point, you can click the **'Edit'**  icon.



#	Learning Points		
1	LP 1: Basic understanding of Statistics terms.	0%	 

- 4) A side panel will slide out from the right side of the screen, edit the description of the learning point. Click **'Save'**.

Edit Learning Point


 A screenshot of the 'Edit Learning Point' side panel. It has a title 'Edit Learning Point' at the top. Below the title is a section labeled 'DESCRIPTION'. Inside this section is a text input field containing the text 'LP 1: Basic understanding of Statistics terms.'. At the bottom of the panel, there are three buttons: 'CANCEL', 'DELETE', and 'SAVE'. The 'SAVE' button is highlighted with a red box.

- 5) To delete the learning point, you can click the **'Delete'**  icon.

#	Learning Points	
1	LP 1: Basic understanding of Statistics terms.	0%  

- 6) A confirmation prompt will appear. Click **'OK'** if you want to proceed with the deletion of the learning point.

Are you sure you want to proceed with the deletion of the learning point?

OK	CANCEL
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- 7) When the session starts, the students will indicate whether they have achieved the learning point(s) during the session. You will **no longer be allowed to edit** the learning point(s). You can view the percentage and number of students who have achieved the learning point(s).

#	Learning Points	
1	To grab the basic concept of Cloud Computing.	9% (1 / 11)*

* : number of students click / total students in class

7. Viewing Posted Questions

Once the session has started, you can view the questions posted by the students in the **Questions** panel of **Session Detail** page.

#	Questions	Mark
1	How to decide the usage of IaaS, PaaS and SaaS?	<input type="checkbox"/>
2	What is the main benefit of Cloud Computing?	<input type="checkbox"/>
3	Is the private cloud really as agile as public cloud? How?	<input type="checkbox"/>
4	Are private cloud and hyperconvergence the same thing?	<input type="checkbox"/>
5	How secure is private cloud, exactly?	<input type="checkbox"/>
6	What are the components of a private cloud?	<input type="checkbox"/>

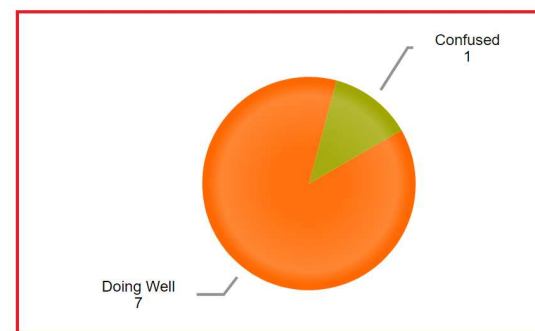
You can proceed to check those questions that have been answered and the answered questions will be pushed to the bottom.

#	Questions	Mark
1	How to decide the usage of IaaS, PaaS and SaaS?	<input type="checkbox"/>
2	Is the private cloud really as agile as public cloud? How?	<input type="checkbox"/>
3	How secure is private cloud, exactly?	<input type="checkbox"/>
4	What are the components of a private cloud?	<input type="checkbox"/>
5	What is the main benefit of Cloud Computing?	<input checked="" type="checkbox"/>
6	Are private cloud and hyperconvergence the same thing?	<input checked="" type="checkbox"/>

8. Viewing Session Progress


- 1) The session progress can be seen in the top panel of the **Session Detail** Page.
- 2) You will be able to see the **live feedback** from the students in the form of a pie chart.

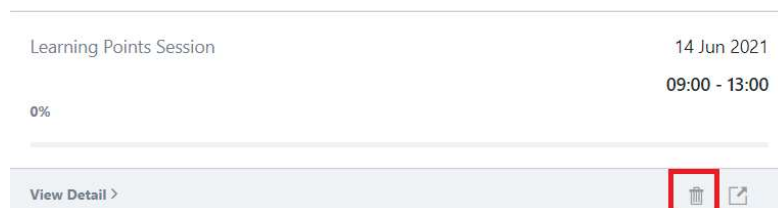
By default, all students will be doing well. The live feedback from the students will be reflected immediately in the PIE chart. Once you have addressed the concerns of the students, you can reset the PIE chart to default by clicking on the **'CLEAR'** button.



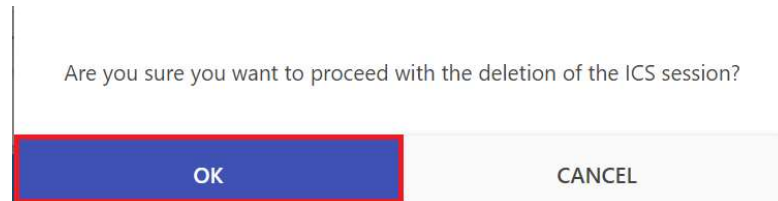
CLEAR


9. Deleting a Session

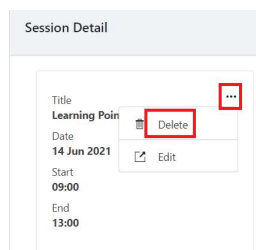
- 1) On the **Session List** landing page, navigate to the session you would like to delete. Click the **'Delete'**  icon.



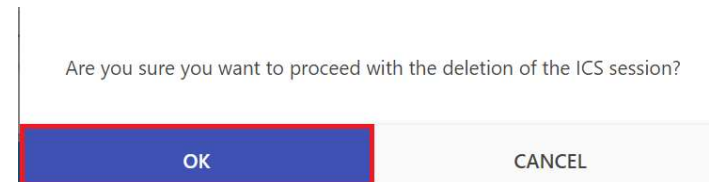
- 2) A confirmation prompt will appear. Click **'OK'** if you want to proceed with the deletion of the session.



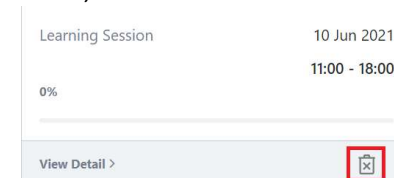
- 3) Alternatively, you can also delete the session from the **Session Detail** page by clicking on the **'3 dots'**  icon in top left panel and select **'Delete'**.



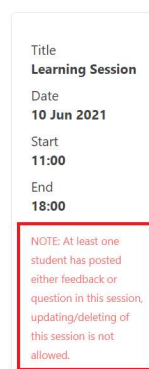
- 4) A confirmation prompt will appear. Click **'OK'** if you want to proceed with the deletion of the session.



Note: When at least one student has posted either his/her feedback or question in the session, deletion of the session is **no longer allowed**.

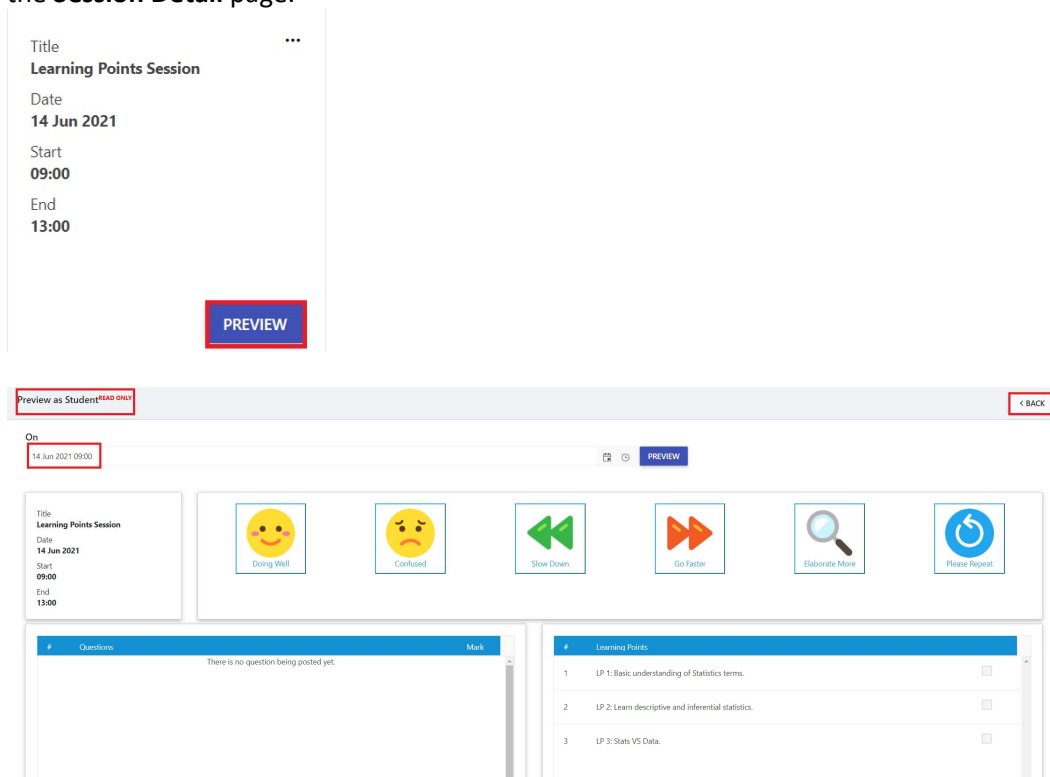


Session Detail



10. Preview

You can preview the session (as seen by your students) by clicking on the **'Preview'** button in the **Session Detail** page.

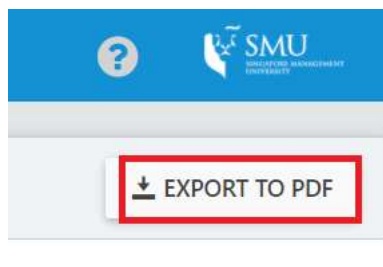


The preview screen on display will be read only. No action (e.g. posting of question, posting of live feedback, etc.) can be applied.

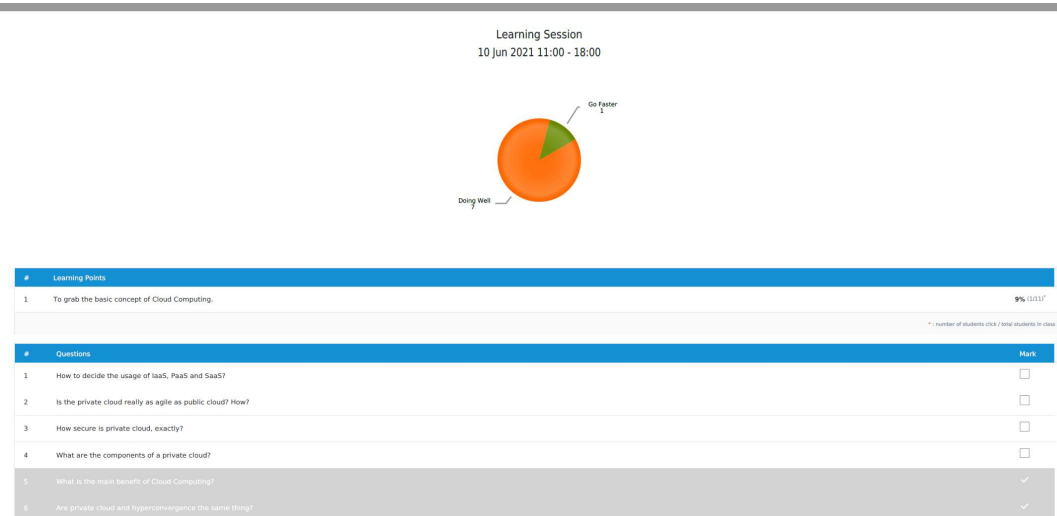
You can use the date and time filter to switch between the different views when the date is before, on or after the session date. Click on the **'BACK'** button to get out of the preview mode.

11. Export

You can export the session details (including the live feedback PIE chart, the posted questions and the learning points (with stats)) into a PDF file by clicking on the **'EXPORT TO PDF'** button at the top right corner in the **Session Detail** page.



The exported file will look something like this.



12. Feedback

If you have any suggestions/feedback about this tool, please email us at:
ellearn@smu.edu.sg.