Teacher training

Contents

Login into the platform

STEP 1. Access the link and click on the Login button from the top right.

Access a course

STEP 2. For example, from the Public activities, click on the category English language, and select either vocabulary practice or grammar practice.

Multilanguage

English language

Mathematics

Science

Social studies

STEP 3. Click on one of the courses available to see and play the H5P activities.

Vocabulary practice

Home / Courses / Public activities / English Language / Vocabulary practice

Manage courses

Course categories: Public activities / English Language / Vocabulary practice   ⬍   ⚙ ▾

Search courses   🔍

In the House

Routines

Water in various forms

Clothes

At the doctor

Geometric shapes

Days, weeks, months

Create a course

STEP 2. Click on the Teacher corner section.

Instructional support

[H5P Tutorials] [How to use INCLUDEME Moodle]

Search courses [🔍]

Examples of activities

Teacher corner

STEP 3. Click on the button Add a new course.

Search courses [🔍]

[Add a new course]

STEP 3. Fill in the mandatory fields, Course Full Name and Course Short Name.

General

Course full name	ⓘ ❓	

Course short name	ⓘ ❓	

STEP 4. Define the start and end date of the course (not mandatory).

OPTION 1 – DEFINE THE START DATE AND ENABLE THE END DATE

Teacher define the start date of the course and the end date of the course, by selecting the day, month year, hour and minutes from the fields. *It is required that to have the Enable box checked.*

Course start date	❓	12 ⬍	October ⬍	2022 ⬍	00 ⬍	00 ⬍	📅
Course end date	❓	12 ⬍	October ⬍	2023 ⬍	00 ⬍	00 ⬍	📅 ☑ Enable

OPTION 2 – DEFINE THE START DATE AND DISABLE THE END DATE

Teacher define the start date of the course and click on the checkbox near the field of the Course end date label to disable the end date of the course.

Course start date	❓	12 ⬍	October ⬍	2022 ⬍	00 ⬍	00 ⬍	📅
Course end date	❓	12 ⬍	October ⬍	2023 ⬍	00 ⬍	00 ⬍	📅 ☐ Enable

STEP 5. Add a description of the course (not mandatory).

Course summary	❓	

STEP 6. Scroll down to the bottom of the page and click on the button Save and Display, to save the course.

Save and display   Cancel

Create an H5P activity

1. STEP 1. Access the course you have created (eg. Test course).

Teacher corner

Home / Courses / ATS / Teacher corner   **Manage courses**

Course categories: ATS / Teacher corner

Search courses

Test course

2. STEP2. Click on *"Turn editing on"* button to activate the editing mode of the platform.

Test course

Home / Courses / ATS / Teacher corner / Test course   **Turn editing on**

3. Under Topic 1 – click on the button Add and activity or resource.

Topic 1 ✏   Edit ▾

✚ Add an activity or resource

4. Click on *"Interactive content"* option to open the H5P templates.

Add an activity or resource   ✕

Search

All   Activities   Resources

Assignment	Book	Chat	Choice	Database	External tool
Feedback	File	Folder	Forum	Glossary	H5P
IMS content package	Interactive Content	Label	Lesson	Page	Quiz
SCORM package	Survey	URL	Wiki	Workshop	

5. Scroll into the H5P list and click on the title of the template (e.g. Flashcards) to open the editing form.
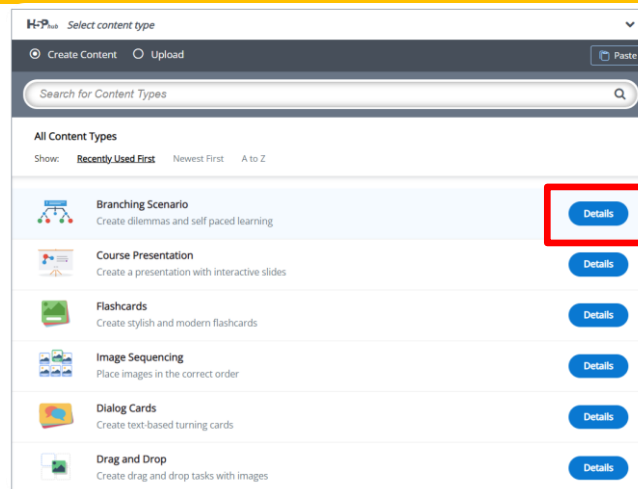
6. Fill in the form of the selected template and click on *"Save and display"* button to view and test the activity.

Reuse an H5P activity in the INCLUDEME Platform

Reuse an activity from the Public section

Notice! You can use the Reuse/Copy option from any course you have access.

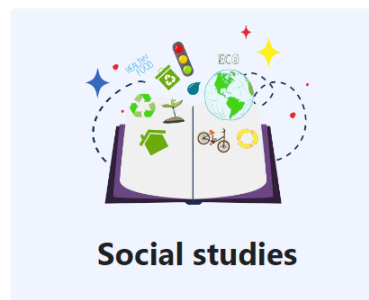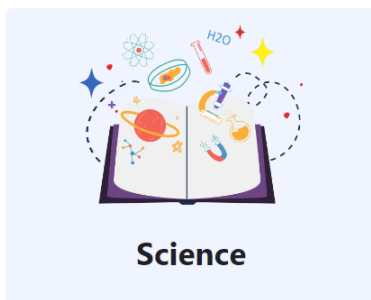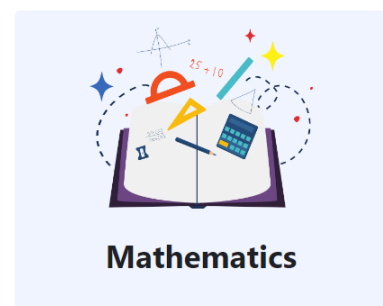**INCLUDEME 621547-EPP-1-2020-1-RO-EPPA3-IPI-SOC-IN**

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STEP 3. Click on one of the courses available to see and play the H5P activities.

Vocabulary practice

Home / Courses / Public activities / English Language / Vocabulary practice

Manage courses

Course categories: Public activities / English Language / Vocabulary practice

Search courses

In the House

Routines

Water in various forms

Clothes

At the doctor

Geometric shapes

Days, weeks, months

STEP 4. Click on one of the H5P activity you want to reuse/copy (e.g. The triangle).

Geometric shapes

Home / Courses / Public activities / English Language / Vocabulary practice / Geometric shapes - en

What shape is it?

H5P The Triangle

Mark as done

H5P The Rectangle

Mark as done

H5P The Square

Mark as done

H5P The Trapezoid

Mark as done

![INCLUDE me logo] INCLUSIVE DIGITAL ENVIRONMENTS TO ENABLE HIGH-QUALITY EDUCATION FOR DISADVANTAGED AND DISABLED LEARNERS

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STEP 5. Scroll down to the bottom of the page and click on the Reuse option.

Geometric shapes

Home / Courses / Public activities / English Language / Vocabulary practice / Geometric shapes - en / What shape is it? / The Triangle

The Triangle ⚙ ▾

TRIANGLE
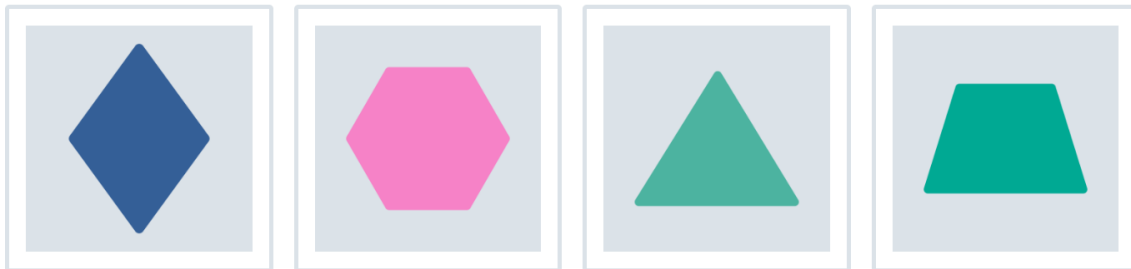
● Check

⟳ Reuse   <> Embed   H-P

STEP 6. Click on the option Copy content.

Reuse Content **More Info** ✖

⬇ **Download as an .h5p file**
.h5p files may be uploaded to any web-site where H5P content may be created.

— or —

⎘ **Copy content**
Copied content may be pasted anywhere this content type is supported on this website.

STEP 7. Access the course created by you in the private section (e.g. ATS – Teacher corner - Test course).

Teacher corner

Home / Courses / ATS / Teacher corner | Manage courses |

Course categories: ATS / Teacher corner ⬍   ⚙ ▾

Search courses 🔍

Test course

STEP 8. Click on Turn editing on in case the option is not enabled

Test course

Home / Courses / ATS / Teacher corner / Test course

[Turn editing on]

STEP 9. Click on Add an activity or resource.

Topic 1 ✏

Edit ▾

+ Add an activity or resource

STEP 7. Click on Interactive content.

Add an activity or resource   ✕

Search

All   Activities   Resources

Assignment	Book	Chat	Choice	Database	External tool
Feedback	File	Folder	Forum	Glossary	H5P
IMS content package	Interactive Content	Label	Lesson	Page	Quiz
SCORM package	Survey	URL	Wiki	Workshop	

STEP 10. Click on Paste option from the H5P templates editor.

Editor

H5Phub   *Select content type*   ⌄

⦿ Create Content   ○ Upload   📋 Paste

Paste H5P content from the clipb

Search for Content Types   🔍

STEP 11. Follow the same steps as mentioned above to edit the content or save it.

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Tips on H5P Templates

Drag and drop template

The Drag and drop template allows authors to create activities where two or more elements are associated to make logical connections. The learners have to drag a text or an image and drop it in the corresponding drop zones.
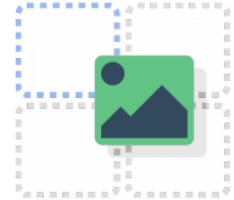
Check the tutorial   Check the H5P Example   Check ATS Example

Tips

- Make sure to define from the start the size of the task (**Task size from Step 1**). If you modify afterwards the size, the Drag and Drop zones or other content added in Step 2, will be will be repositioned and must be arranged again.
- Always fill in the *Alternative text* for images to allow screen readers to view the content.
- All the *Drag zones* of text or images must have selected all the *Drop zones*.
- A *Drop zone* must have only one *Drag zone*.
- When defining a **Drop zone** always activate the following options:
  - This drop zone can contain only one element.
  - Enable auto-align.
- On *Behavioural settings* always have activated the option *Enable Full Screen*, to allow the activity to be displayed properly on mobile devices.

Image choice template

The Image choice template allows authors to create question and answer activities where the answers are in the form of an image. Students must click on one or more questions, as defined, to answer to the question.

Check the H5P example   Check ATS example

Tips

- If you add an image in the question section as well, make sure the image is at a low resolution, no more than 200px.
- Always add alt text for images in the answer section.
- A question can have one or more answers. Activating the correct answer is done by ticking the option ☐ Correct , which is in the box for each answer.
- To reduce the size of the images that appear in response, click on the ***Behavioral changes*** section and select the 16:9 option from the ***Aspect ratio*** field.

Image pairing template

The Image pairing template allows authors to create pairs of images to be matched. Learners are presented with the unpaired images and have to either use drag and drop or click on the images they think matches.
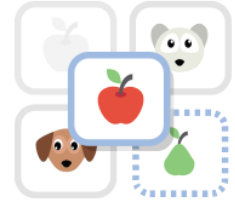
[Check the tutorial](#)   [Check the H5P Example](#)   [Check ATS Example](#)

Tips

- Always fill in the *Alternative text* for images to allow screen readers to view the content.

Flashcards template

The Flashcards template allows authors to create activities for memorizing words, expressions or sentences. The learners have to type a word or expression corresponding to the picture, before turning the card over and revealing the correct answer.

[Check the tutorial](#)   [Check the H5P Example](#)   [Check ATS Example](#)

Tips

- If you want to offer tips to the learners regarding a question, click on the Tip section and fill in the field Tip text.
- Always have activated the option Require user input before the solution can be viewed.
- If you want the answer provided by the learner to be the same as the one you provided in the template, activate the Case sensitive option.

Find Multiple hotspots

The Find Multiple hotspots template allows authors to create an image-based test where the learner need to find the correct spots on an image by clicking on zone defined as a hotspot.

[Check the tutorial](#)   [Check the H5P Example](#)   [Check ATS Example](#)

Tips

- Always fill in the *Hotspot Name.*
- Always specify the **number** of correct hotspots that need to be found for question completion.

Notice!

In the example provided by ATS the audio file is not part of the H5P template. To add an audio file, you can use the *Description* section of the activity.

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Quiz (Question set)

The Quiz template allows authors to create a sequence of various quiz types, including Multiple choice questions; Fill in the blanks; Drag and drop; Mark the words or True/False questions. It allows the learner to solve different types of quizzes in a single flow.

Check the tutorial   Check the H5P Example   Check ATS Example

Tips

- The template for creating Drag and Drop questions is the same as the one explained above.
- To see how to create other type of questions, check the tutorial.

Course presentation template

The Course presentation template allows authors to create digital activities that have the structure of a PowerPoint presentation. Through this template teachers or content creators can create teaching, assessment or combined activities, storytelling activities, add audio files or videos to create more interactive activities.

In the case of activities that also include the assessment part, the student must go through the narrative part/instructions/text that appears in each slide and respond according to the specifics of each assessment activity (e.g. click on a text/image, drag and drop the text/image in the correct space, write).

Check the tutorial   Check the H5P Example   Check ATS Example

Tips

- From the menu bar you can add in the slide assessment activities such as: single choice, multiple choice, true/false questions, fill in the blanks, drag & drop or summary activities.
- Other options for adding text, interactive elements or other assessment activities, can be found by accessing the icon
- You can duplicate the layout/arrangement of elements of a slide by using the Clone slide option icon .

Interactive video Template

The Interactive video template allows authors to create digital activities that have a video attached. Through this template, combined teaching-assessment activities can be created that allow the student to dynamically interact with the presented video.

In these activities, students have to listen and watch the video and according to the set sequences, they need to answer to the assessment activities (e.g. click on a text/image, drag and drop the text/image in the correct space, write).

Check the tutorial   Chck the H5P Example   Check ATS Example

Informații utile!

- From the menu bar you can add in the video assessment activities such as: single choice, multiple choice, true/false questions, fill in the blanks, drag & drop or summary activities.
- Other options for adding text, interactive elements or other assessment activities, can be found by accessing the icon
- It is important to set the display time of the button of the assessment activity, according to the specifics of the sequence in the video that you want to evaluate. Example: At minute 2:05 there is a sequence with a cat and you want the student to answer which animal he/she saw. When you add the rating button to the selected video sequence, the start date is automatically set in the first box of the *Display time* field. You only need to manually add the end date, in the second field to disable the button. The button is usually set to disappear before moving to another sequence in the video.