



## Training Faculty on Blended Learning

FABLE

IO3- Online training portal on blended learning

## D3.4: TECHNICAL AND USER GUIDELINES

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Abstract	This deliverable collects a description of the final portal and educative tools developed in the Intellectual output 3									
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## 1. Introduction

FABLE's objective is to provide higher education professors as well as vocational education trainers with the sufficient and necessary awareness, knowledge, and know-how to design or adapt in-person courses into blended learning courses.

To reach this overall goal, the project will pursue and achieve the following objectives:

- ✓ To identify HE organisations' knowledge and expectations regarding training on blended learning.
- ✓ To conceive and test a method to transform in-class courses into blended learning ones exploiting the benefits brought by this form of teaching, including a guide to distance learning tools.
- ✓ To design, develop and implement a tool aimed at training HE teaching staff on blended training to help them design courses for blended learning.
- ✓ To issue a white paper for education systems to help them steer the digital transformation of their teaching through effective performance indicators.

Intellectual Output 3 (IO3) is titled '*Online training portal on blended learning*'. Its objective is to build and test a user-friendly portal to train faculty staff on blended learning along with a library of blended learning tools.

Therefore, this handbook will guide participants on two complementary aspects:

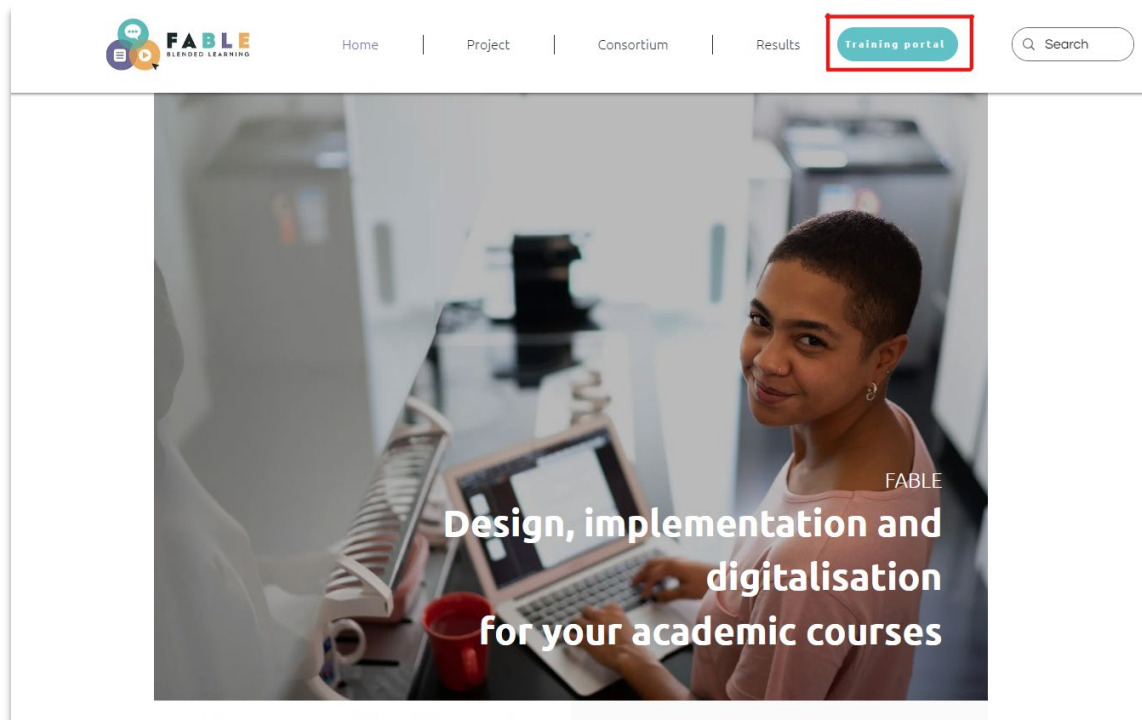
- ✓ Specific guidelines for a successful implementation.
  - ✓ The technical description, structure and process flow of the FABLE learning environment and user experience.
-

## 2. The Learning Hub

The overall environment created at fable project IO3 has been denominated **Learning Hub**.

The Learning Hub is accessible from Fable project website [www.fable-project.com](http://www.fable-project.com), with a direct access at the top bar.

The access is free and open to everybody.



*Image nº 1 Fable Project landing page. Access to the Learning hub*

Furthermore, Fable website home provides also access to:

- ✓ Project objectives, as aforementioned described.
- ✓ Expected project outcomes and intellectual outputs.
- ✓ Partners description, including contact details.
- ✓ A search engine to look for specific information on the project website.

Next, we will access the main page of the learning hub. This environment is divided into two main sections.

1. A free and accessible **training course** dedicated to teachers, professors and educators, so they can move their face-to-face teaching to blended or hybrid methodologies.

2. A selected bunch of additional resources with:
  - a. Project main outputs related to blended learning
  - b. Other additional open resources, selected from other sources.

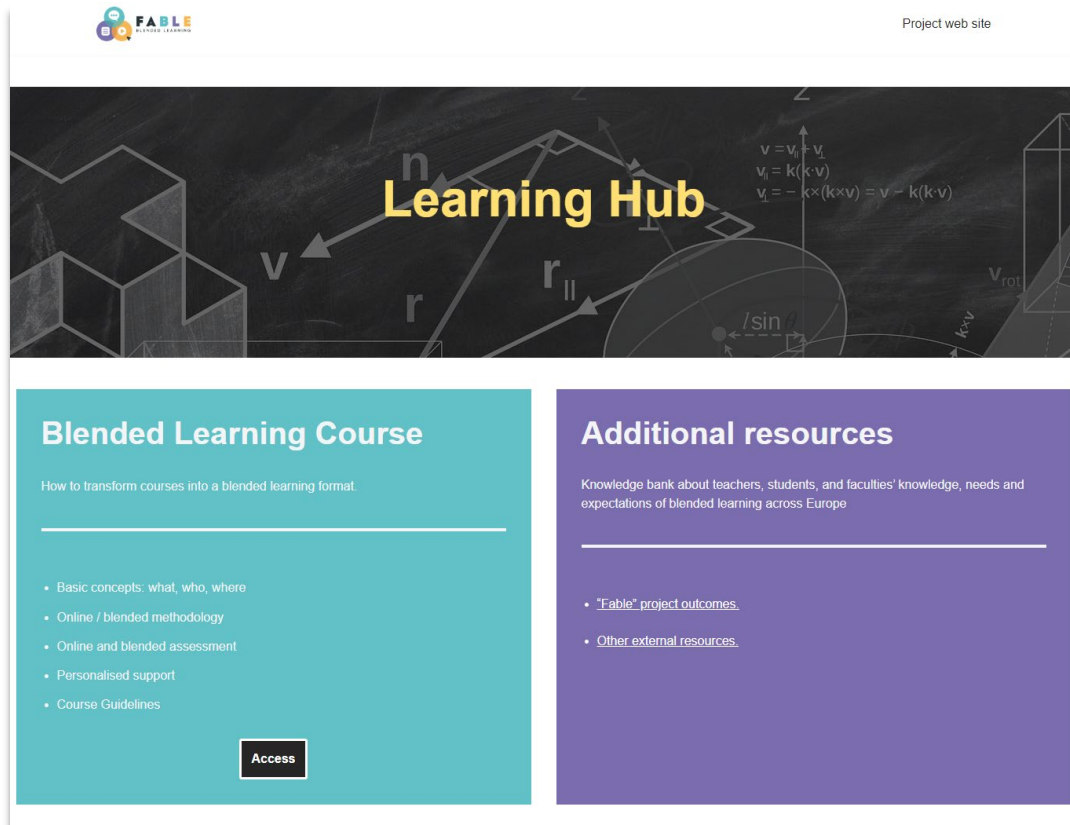


Image nº 2 Learning Hub

## 2.1 The Blended Learning Course

In a learning environment intended to be accessible, free and easy to use, it is necessary to take care of both the container and the content.

The project partners have therefore developed a course that facilitates the transition from face-to-face training to blended learning and, as an intermediate step, to online training.

To this end, a personalised Learning Management System (LMS) has been developed, so users can acquire knowledge quickly and smoothly, with the necessary mechanisms to evaluate the acquired competences.

The procedure to access the course is as follows:

1. The single access to the course is clear in the Learning hub page, as shown in the following image:

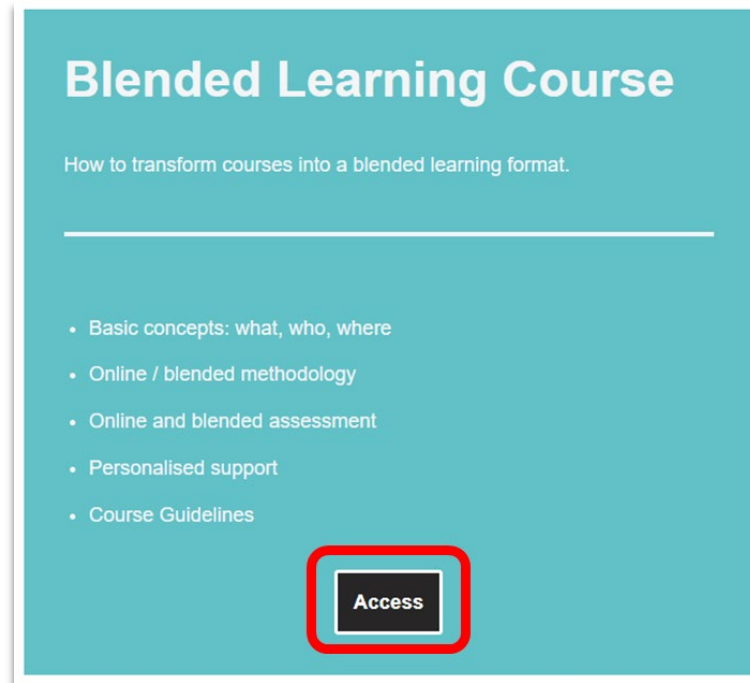


Image nº 3. Access to the training course

2. In order to comply with [GDPR EU regulation](#), users must give their previous consent to their participation.

The consortium has systems and procedures in place that protect the rights of individuals participating in the project outputs in accordance with EU GDPR legislation. These are set out in full in a [‘Privacy policy’](#). Therefore, it is explained to participants that all information they provide will be anonymised and used for research purposes only. Their personal details will not be disclosed to anyone without their explicit consent.

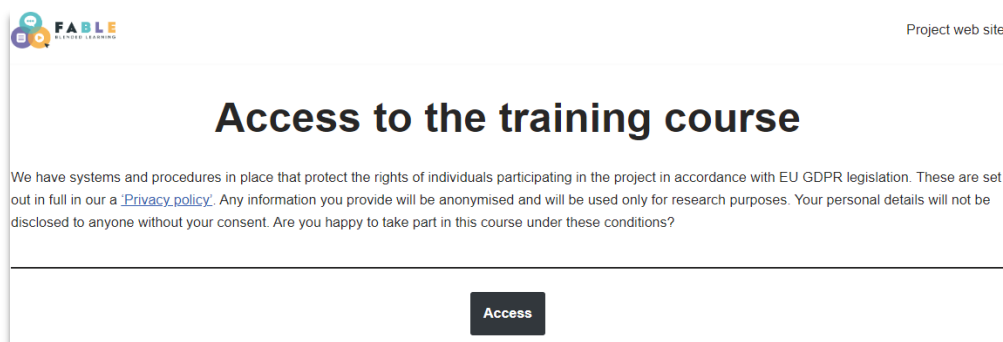
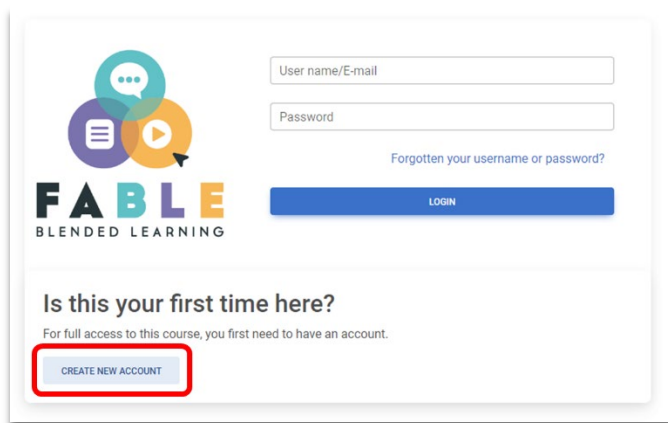


Image nº 4 GRPD consent



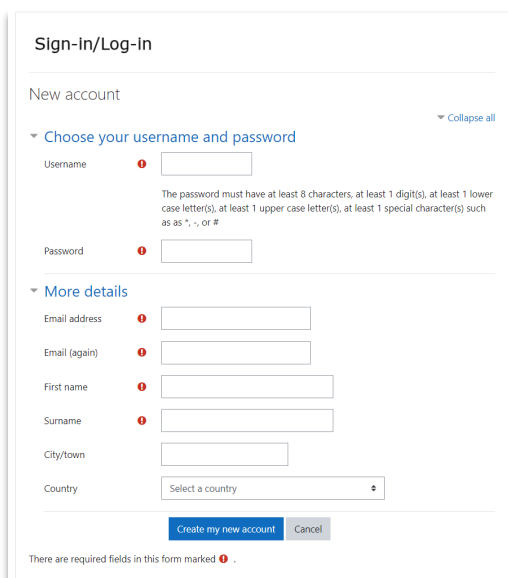
Users will give their consent and agree to the aforementioned policies while accessing the registration page.

3. The first time the course is accessed, a full registration form must be filled in.



The image shows the FABLE course Sign in/up page. It features the FABLE logo (Blended Learning) on the left. On the right, there are input fields for 'User name/E-mail' and 'Password', a 'LOGIN' button, and a link for 'Forgotten your username or password?'. Below the login section, a message asks 'Is this your first time here?' and states 'For full access to this course, you first need to have an account.' A red rectangle highlights the 'CREATE NEW ACCOUNT' button.

Image nº 5 Fable course Sign in/up page

The image shows the 'Sign-In/Log-In' page with a 'New account' section. It includes a 'Choose your username and password' section with fields for 'Username' and 'Password'. The password field has a red error icon and a message: 'The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 special character(s) such as !, ~, or #'. Below this is a 'More details' section with fields for 'Email address', 'Email (again)', 'First name', 'Surname', 'City/town', and 'Country' (a dropdown menu). At the bottom, there are 'Create my new account' and 'Cancel' buttons. A note at the very bottom states: 'There are required fields in this form marked with a red dot icon.'

Image nº 6 New account registration page

4. Once completed, a double security check will be carried out to create the account. The participant will receive an email which must be validated from their account by **clicking on the link** contained in the message received.

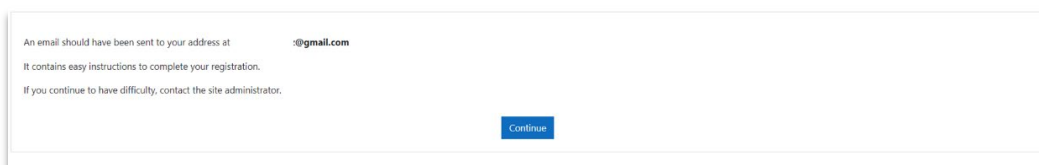


Image nº 7 Further Registration Instructions

This registration system allows, on the one hand, to reinforce the security of the learning system, avoiding the intrusion of robots and unintentional users (spam, malware, etc.). On the other hand, it allows the possibility of interrupting the course while being able to resume at the same point where the lesson was left off.

Therefore, once the registration is completed, it is not necessary to fill in all the data again. Only login and password will be requested.

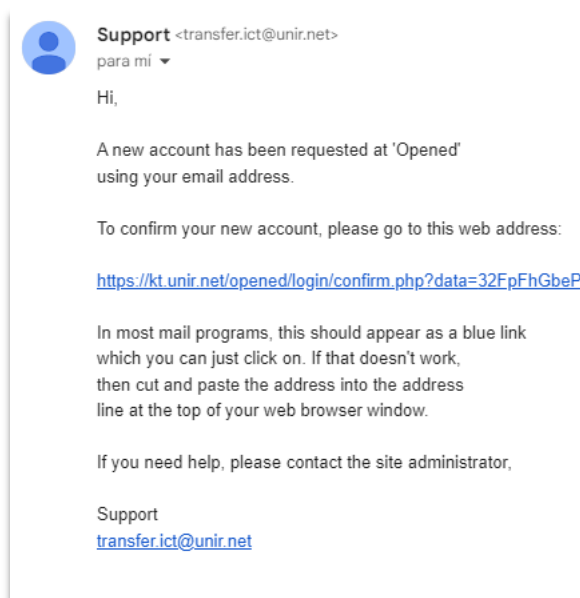


Image nº 8 Confirmation email. Users must click on the link.

5. Once all the information is completed, the user will access the **Fable course in the Learning Management System (LMS)**.

The system has been designed to be escalated and host several courses at the same time. However, there is only one at present. So participants will have to enrol in the existent course.

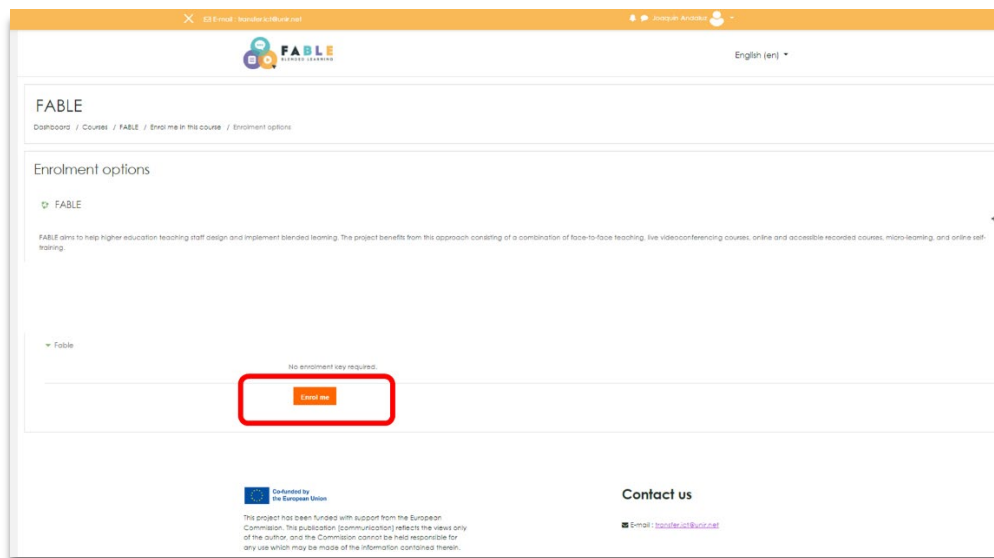


Image nº 9 Fable learning system enrolment page

- Once enrolled in the course, participants will access directly to the first lessons of the course.

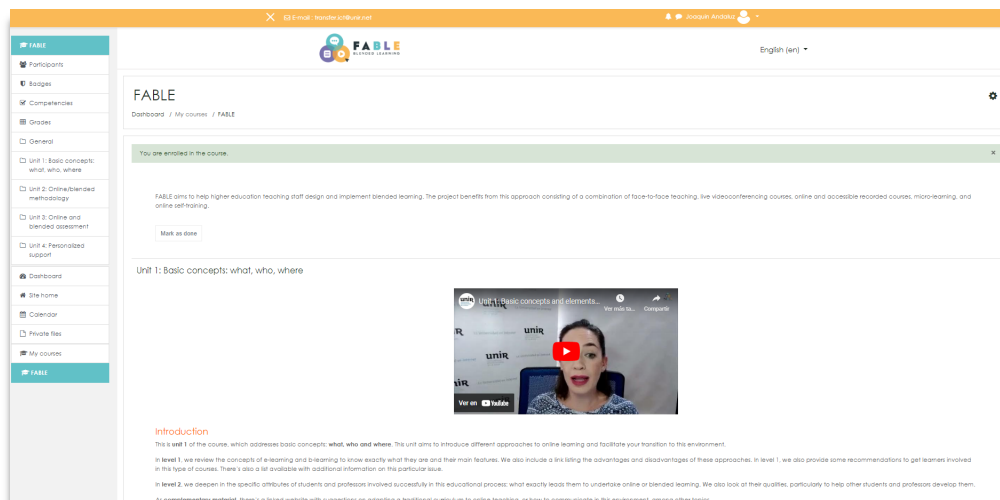


Image nº 10 Course Unit 1

## 2.2 Additional resources

This section brings together two different sources of information. First of all, it collects all the outputs implemented and completed by the FABLE consortium within the different Intellectual output tasks.

## Additional resources

Knowledge bank about teachers, students, and faculties' knowledge, needs and expectations of blended learning across Europe

- ["Fable" project outcomes.](#)
- [Other external resources.](#)

Image nº 11 Additional resources section

The other subsection collects a number of external resources related to blended learning and how to digitalise face-to-face education. All of them are characterised by being open educational resources, free of charge and accessible to all users.

Among the various resources are several educational games, as well as other courses and initiatives to accompany educators in the process of digitising their content.

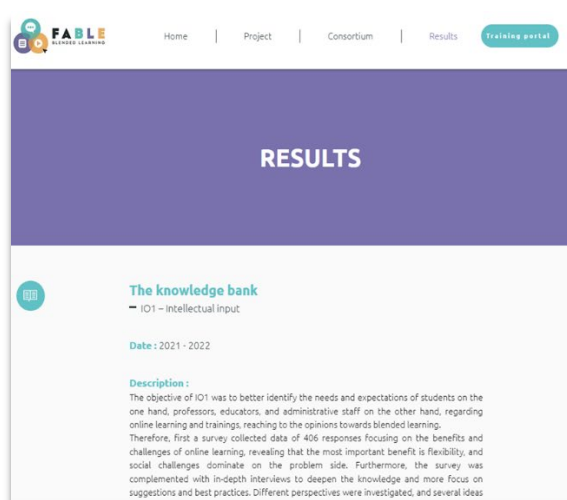


Image nº 12 Fable results page



Image nº 13 other external resources

### 3. How to take the Fable`Blended learning Course´:

The course main site, or landing site, is quite simple and works as single access to all the content and features.

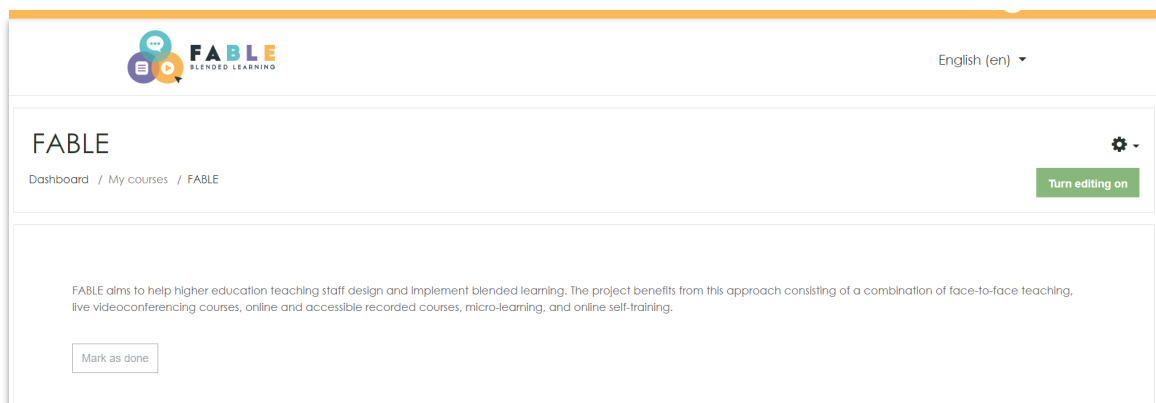


Image nº 14 Course landing site

Some of the main characteristics are:

#### 3.1 Language options

The portal allows working in different languages. By clicking on the language bar, on the top right corner, participants will be able to select their language.

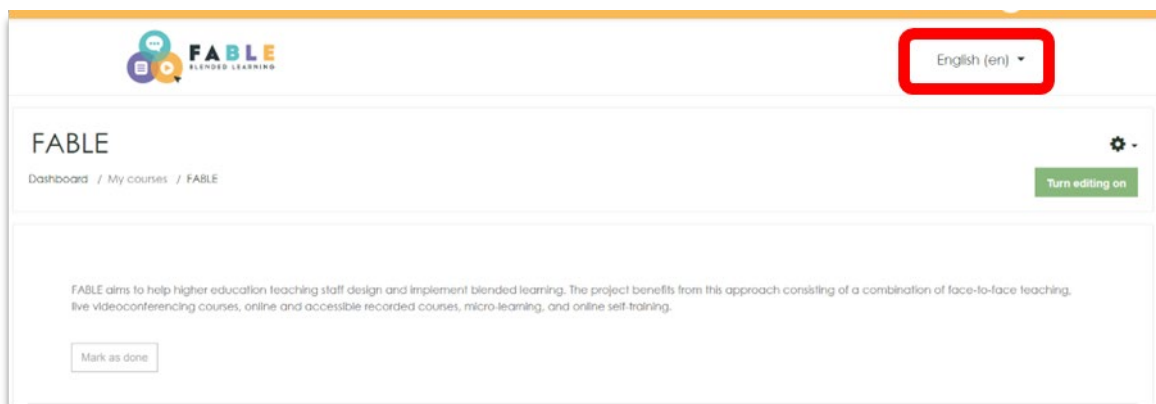


Image nº 15 Language selection dropdown

Once all options are selected, menus, and bars will be translated into such language.

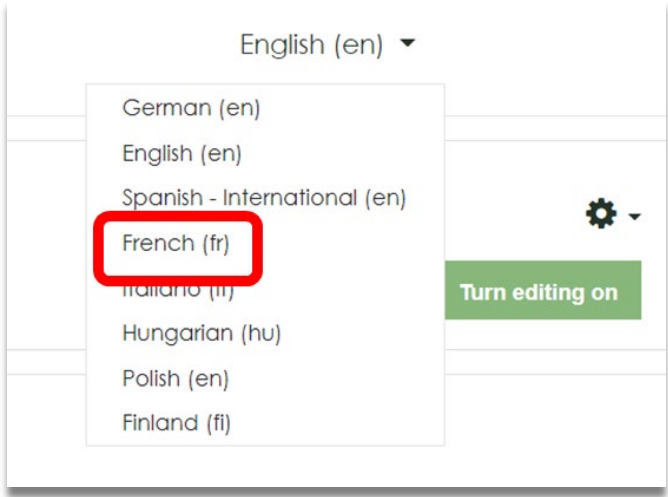


Image nº 16 language selection dropdown menu

### 3.2 Options menu

The lateral bar groups together all the course options, as access to other students taking part in the course, grades, the course units and other tools to facilitate the learning experience. A personalised calendar has been implemented so the students can schedule different milestones, activities or tasks.

It also provides shortcuts to the student dashboard, allowing it to access other courses when needed.

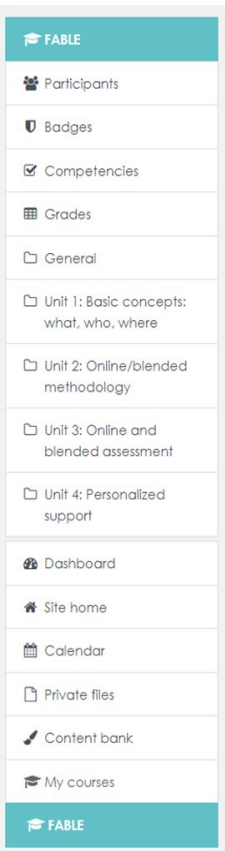
### 3.3 Units

Every unit is designed in the same way. Firstly, there is a video where a Fable team member explains the content, instructional design, and objectives.

Every unit's content is divided into three different levels.

Level one contains the basic concepts of the unit. Level two allows users to access more advanced knowledge on the module's subject matter, while level three contains additional resources to take them further.

The first time students access the course, a tutorial will guide them through the various course options:



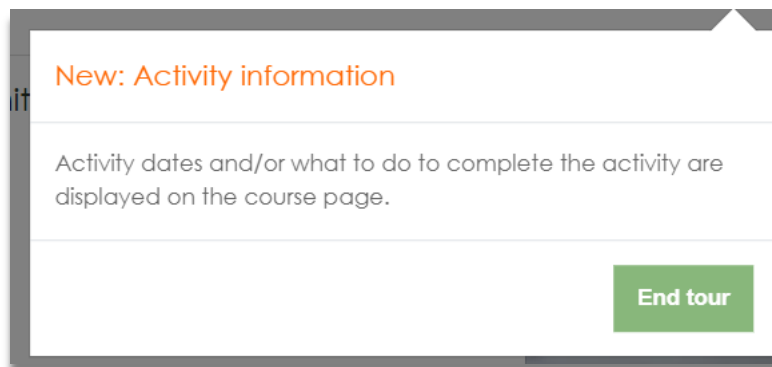


Image nº 17 Informative bubble

At the end of each unit, an assessment tool will be available. A questionnaire will assess the student's achievement in terms of knowledge and skills within unit. Every quiz provides five different questions. Once completed, the student is assessed and they receive additional explanations after each answer given.

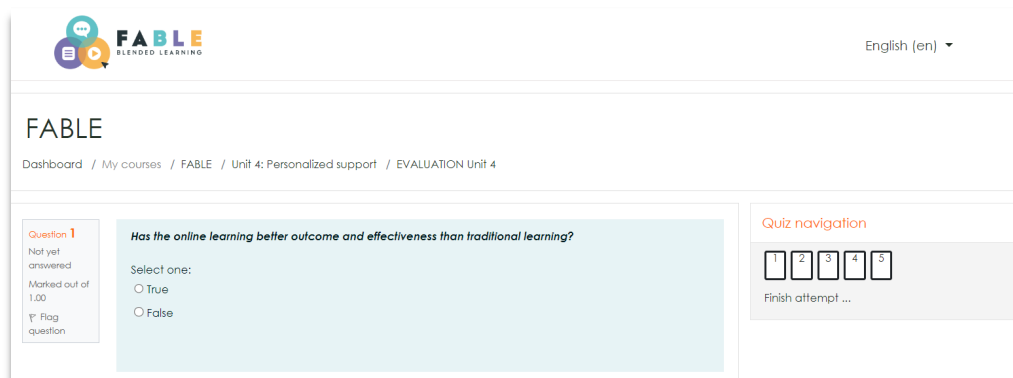


Image nº 18 Quiz example

## 4. Technical features

The creation of this project has required a strong, stable, and open architecture. It has been built with several technologies integrated into one main framework.

The project runs over an Ubuntu 18.04 machine with the open-source HTTP server Apache. The goal of this server is to provide a secure, efficient, and extensible server that provides HTTP services in sync with the current HTTP standards

The database is the cornerstone of the project. MySQL version 5.7.22 is the database engine of choice. MySQL is an Oracle-backed, open-source relational database management system (RDBMS) based on Structured Query Language (SQL). MySQL runs on virtually every operating system, including Linux, UNIX, and Windows.

MySQL is an important component of an open-source enterprise stack called LAMP. It is a web development portal that uses Linux as the operating system, Apache as the web server, MySQL as the relational database management system and PHP as the object-oriented scripting language.

We have chosen to use software that uses the PHP programming language, such as WordPress as a Content Management System (CMS) and Moodle as a Learning Management System (LMS), in order to be able to adapt the particularities of each tool by the development team.

WordPress has been used as a hub to redirect to resources and links of interest. It is the access point to the Learning Management System (LMS). This manager is connected to an independent MySQL database.

<https://kt.unir.net/fable/>

Moodle is the Learning Management System (LMS) connected to a MySQL database and has been customised for the Fable course.

<https://kt.unir.net/access/?course=fable>

All the developments described use https to establish a secure connection between the web server and the client, the web browser.

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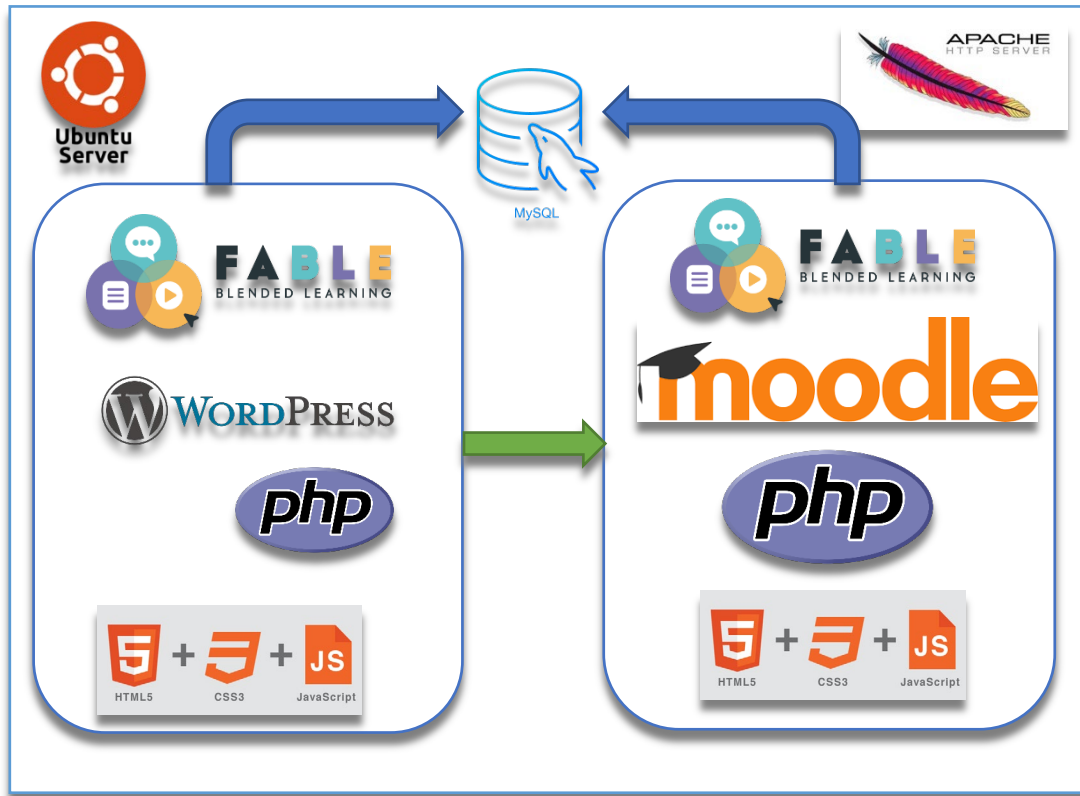


Image nº 19 Technical Architecture

### Support service

An email address ([transfer.ict@unir.net](mailto:transfer.ict@unir.net)) is made available to students for technical support in case of access problems.



Training Faculty on Blended Learning

[www.fable-project.com](http://www.fable-project.com)



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