The University of Nagasaki
Online Resource Center
How To Use Part I

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The purpose of this paper is to describe the features and tools that are currently available on the University of Nagasaki Online Resource Center (ORC), which is a mechanism for promoting active learning in the classroom. By publishing a series of discussions on the materials, faculty and staff at the university can continue to learn about the tools and features that are provided by the software.

Moodle provides an online component for collaborative-style learning which contrasts a traditional lecture-format classroom. However it is not a requirement to abandon lecture-format for the purposes of using Moodle. Rather, Moodle can be a means by which a course faculty member organizes materials and resources for students in a complimentary manner. Additionally, Moodle can provide a platform by which a faculty member can return feedback more regularly to students taking the course.

Moodle is available to be used in any language including Japanese, Chinese, Korean, and other Asian languages. Moodle is the most widely used learning management system in the world. To quote Wikipedia:

As of June 2021, it had a user base of registered and verified sites, serving users in million courses with million.
lion teachers

Moodle Wikipedia

Currently, the University of Nagasaki has in operation a live Moodle installation used daily, which has been in place since April of 2011 and has a registered student base of on average 100-150 students per year. Although native English faculty members are the primary users of this resource, Moodle transcends all branches of education and is NOT specifically a tool for language learning.

ORC Access

The Online Resource Center (ORC) is accessible from the Campus Index page internal to the university at http://campus.sun.ac.jp as shown in Figure 1. Although the link is stored under the Sasebo link, it
is accessible BOTH from the Sasebo Campus AND the Siebold Campus.

The ORC is also available on the World Wide Web by accessing the URL directly [http://orc.sun.ac.jp]. This allows for faculty, staff, and students to have access to the ORC from any Internet location.

By default, ALL USERS who have an account at either Sasebo or Siebold also have access to the ORC. By using the SAME login as the campus site login [see Figure], access is granted to the ORC.

The ORC can be accessed using a wide variety of technology. A desktop or notebook computer, Microsoft, Apple, Open Source / Linux / operating systems, tablets, pads, and smart phones of many manufacturers and operating systems are supported / Android, iOS, etc /

Account Management

The first time a user logs in to the ORC, a simple profile form is offered by which the user must fill out a minimum number of fields [see Figure]
The minimum number of fields required includes the following list:

1. Last Name (Romaji)
2. First Name (Romaji)
3. Hometown (Romaji or Kanji)
4. Last Name (Kanji)
5. First Name (Kanji)

There are other fields a user may provide as an option to complete a more rounded profile. See Figure 10. Some of those fields may include the following:

1. An existing profile picture
2. An updated profile picture
3. A list of interests
4. A link to an associated website or service
Optional Profile Fields

A completed profile example
The profile can be edited at any time to contain relevant and up-to-date content. Users are responsible for maintaining their own profile. A well-maintained profile helps to enhance connectivity between students, staff, and faculty. See Figure Ð

Online Resource Center Examples

In this section, some examples showing the current Moodle system at the University of Nagasaki are given. The intention is to show various ways in which this resource can enhance the faculty, staff, and student experience.

The top page of the ORC is a useful place to post important school announcements. ORC members have the option of subscribing to a news fo-
rum to receive announcements by registered email in the ORC Profile. Faculty and staff members can be given permission to post relevant items here, and students can join in discussions by replying to posts. See Figure 📡.

Faculty, staff, and students become associated with a course or a set of courses through the enrollment process. At this time, enrollment in a course on the ORC is controlled by the course manager and is usually manually completed. In more robust Moodle environments, staff members in the student office are tasked with setting up the Moodle classrooms for the faculty and students.

When a faculty member or a student logs into the ORC, the courses associated with that person are shown in the My Courses section. See Figure 📡.

Within any particular course, there can be additional course-specific announcements and deadlines for enrolled users in that course. Messages can be viewed on the ORC and also mailed out at regular intervals depend-
ing on the settings of the course news forum (see Figure 4). Once students and faculty are grouped in a course, the faculty members can communicate directly, securely and safely with all students in a particular course using simple messaging functionality. A single student, lists
of students, or all students in the course can be selected for messaging. Students can also reply to the messages using traditional email, or by using the messaging system built-in to the ORC [see Figure ãã].

Course managers and teachers have the ability to track student access and activity in a course for the purpose of determining study patterns and measuring on-task activity levels for each student. This is useful to help keep students focused on tasks and to determine if deadlines have been appropriately set and met [see Figure ãã].

Figure ãã A sample access report on the ORC for a student

The ORC also has powerful questionnaire facilities that can be delivered by course and group of students within a course. Important course questionnaires and surveys can be administered to controlled student populations for the purposes of data collection and evaluation. Data is collected automatically and privately and is made available for export in a number of formats [see Figure ãã].

To keep faculty and students closely connected throughout the semester, the Moodle grade book can be made available to students for
the purpose of tracking the running score during the semester. Students no longer need wait until the final grades are delivered before being able to see what their final grade will be during the lesson. Figure 3 shows an example of a grade book for one student.

Figure 3 Example questionnaire on the ORC in a course

Figure 4 Example user report for students in the grade book

The ORC provides the ability for a faculty member to share content with students in an organized manner. Documents, PDF files, images,
links to online resources, and other important study materials can be groups together for students to access. This content can be reused or updated on a year-by-year basis that also helps to keep the faculty member organized in lesson delivery. Appendix A images show examples of course pages.

**Quizzes in Moodle**

One of the most powerful features of the ORC is the digital online testing resource available. Moodle includes a powerful and robust quiz and question engine supporting many types of questions including true/false, multiple choice, mathematical, short answer, fill-in-the-blank, cloze, matching, and even essay-type questions. This makes delivering quizzes and tests to large audiences possible with the ability for automatic grading in most of the question types.

Once the questions are developed in a bank of questions and categorized appropriately, they can be placed in a quiz container for delivery to the students. There are quiz question types that can be assigned to pull a question randomly from a certain category that helps to customize the test to the individual student. See Figure

Quizzes can be assessed in many ways and feedback can be both automatic and manual depending on the faculty needs or requirements. Appendix B images show some example quiz questions in use.

The ORC also supports a wide variety of audio and video multimedia formats. Faculty members can embed audio and video into resources for student use. External sources such as YouTube can also be used. For embedding recorded audio and video, the ORC supports direct audio/video recording. Also, video recording into YouTube directly is also supported.
Figure 问题 bank showing a list of questions of different types

More examples and explanation of these features will be given in subsequent papers on this subject material

Conclusion

To get started using the ORC, the steps described in this document should be used. In summary, those steps include

1. Locate the ORC access page either on the Campus Index or from the World Wide Web [http://orc.sun.ac.jp]
2. Register for an account using the existing login and password from our school network
3. Complete a basic profile

4. Contact with the ORC Administrator - Thom Rawson homw@sun.ac.jp or Nicholas Caine caine@sun.ac.jp

5. Request an online classroom to manage

6. Begin developing and delivering content for the students online

The Online Resource Center ORC at the University of Nagasaki offers an untapped resource to all staff, faculty, and students at no additional cost to the user. The framework exists to develop and deliver content that promotes active learning and exploration.

Part II Documentation

In following documentation, details on creation of specific activities including Quizzes, Assignments, Workshops, and Questionnaires will be provided

References


Appendix A - Course Page Examples

Course pages showing resources, links, activities, and quizzes...
Appendix B - Quiz question examples

Example quiz questions from the powerful quiz engine in Moodle

- **Question 1**
  - A: [Blank] (How was your vacation?)
  - B: It was OK.

- **Question 2**
  - A: [Blank]
  - B: I want to Ireland.