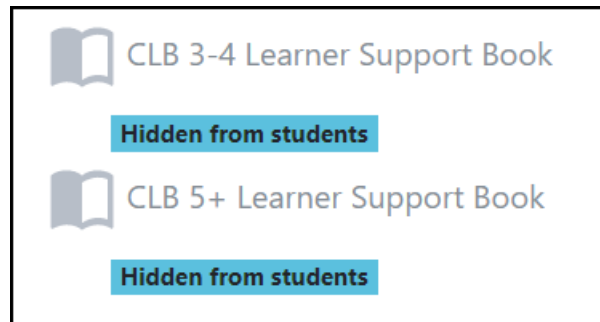


Learner Support – Overview

The *Learner Support* material helps learners develop the skills they need to be successful in their Onyx course. Inside the *Learner Support Books*, there are video presentations and interactive review activities. You can customize when and what your learners can access. There are two books in the course: one for CLBs 3-4 and another for CLBs 5+.



Learner Support Book

The *Learner Support Book* houses help files, videos and interactive activities created specifically for your learners. The *Book* is initially in hidden mode. You must first show the resource.

Showing the resource and then clicking on the *Learner Support Book* link opens the *Book* with the description of the activity and information about this resource.

CLB 5+ Learner Support Book

Learner Support provides you with important skills necessary to be successful in an online course.

By the end of this unit, you will be able to:

- describe the various ways to navigate your online course
- watch, read and practice the different ways to complete work in your course

Each topic has three items:

- 1) a short video,
- 2) a reading with steps, and
- 3) an interactive activity for you to demonstrate your knowledge of the topic

After you complete a topic activity, you will received a check mark in the checkbox in the Learner Support Checklist. a link to this on the main course page.

1. About this Resource

Learner Support provides you with important skills to be successful in an online course.

By the end of this unit, you will be able to:

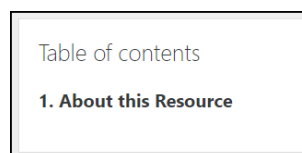
- describe the various ways to navigate your online course
- watch, read and practice the different ways to complete work in your course

Your teacher will display topics on the right in the Table of Contents. Click one of these topics to begin.

Each topic has three items:

1. a reading with steps,
2. a short video, and
3. an interactive activity for you to demonstrate your knowledge of the topic

All other chapters and subchapters in the *Book* are initially hidden to the learners.



Showing Chapters and Subchapters

You can change which content is available in the *Table of Contents* by clicking on the *Turn Edit On* button.



Editing icons appear next to each chapter and each subchapter in the *Table of contents*, so you can choose which specific item or items to edit. Showing or hiding the *Chapter* also shows or hides all related *Subchapters*.

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- x. Activity Completion
 - ↑ ↓ ⚙️ 🗑️ 👁️ +
 - x.x. Activity Completion (video)
 - ↑ ↓ ⚙️ 🗑️ 👁️ +
 - x.x. Activity Completion - Action Time
 - ↑ ↓ ⚙️ 🗑️ 👁️ +
- x. Announcements
 - ↑ ↓ ⚙️ 🗑️ 👁️ +

The *closed eye* icon means that the item is hidden from learners.

When clicked, the *closed eye* icon turns into an *open eye* icon and will now show the *Chapter* or *Subchapter* to learners. Showing a *Chapter* item also updates the numbering of visible *Chapters* in the *Learner Support Book*, and turns the *Chapter* font colour from grey to black.

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 - 2.1. Activity Completion (video)
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 - 2.2. Activity Completion - Action Time
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Note that other editing icons available should NOT be used in order to maintain the integrity of the *Learner Support Book*. Importantly, be careful not to accidentally delete any items.

Chapter Set Up

As you will see, each *Chapter* encompasses one topic. The main page or pages of the *Chapter* include reading material with helpful screen shots for your learners. There are also additional *Subchapters*. The penultimate *Subchapter* has a video demonstration of the written instructions for the *Chapter*. The final *section of each topic* is an *Action Time* activity, which you can ask learners to complete to show that they understood the content of this *Chapter*. Note that these *Action Time* items are set up as either *Chapters* or *Subchapters* in the *CLB 5+ Learner Support Book* resource.

| | |
|--------------------------------------|---|
| 3. Announcements | |
| 3.1. Announcements (video) | |
| 3.2. Announcements - Action Time | ← |
| 4. Assignment | |
| 4.1. Assignment (video) | |
| 4.2. Assignment - Action Time | ← |
| 5. Assignment (PoodLL) | |
| 5.1. Assignment (PoodLL) (video) | |
| 5.2. Assignment (PoodLL) Action Time | ← |
| 6. BigBlueButton | |

Instructors can view the *Activity Completion Report* to see if their learners have completed the *Action Time* activities in the *Learner Support book*. Information about using the *Activity Completion Report* is in the *Instructor Bootcamp* course and in an *e-Tutorial* on the portal. The gradebook can also be used by instructors and learners to see the results of work in these *Action Time/H5P* activities.

Hidden H5P Activities

As an instructor, you will see greyed-out *H5P Action Time* activities at the very bottom of your course. These items reside in the course as they are necessary for functionality of the *Learner Support Book*. You should not open, alter or show these items to learners at any time. Your learners will still have access to the *Action Time* activities that you find relevant, but they only access them through the *Learner Support Book* at the top of the course.