Impartus ILC Web Application

Student User Manual

Version - 1.0



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Document Control

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Preface

About this Manual

This User Manual helps the Students who use the **Impartus Web Application** in managing the functionality of the application, in educational institutions. The Manual explains the functionality of each module in the **Impartus Web Application** and also provides the detailed procedure to perform every task that the application offers.

Audience

This User Manual is intended to be used by the Students in various educational Institutions, where the **Impartus Web Application** is used.

Related Documents

You can also refer to the following related documents:

- Impartus Web Application Admin User Manual
- Impartus Web Application Professor User Manual

Conventions, Acronyms, and Abbreviations

Conventions

Following are the conventions used in this User Manual:

- Bold text indicates the field names, application name, button names, and so on.
- Italicized text indicates window names, module names, and so on.

Acronyms and Abbreviations

Following are the acronyms and abbreviations used in this User Manual:

Acronym/Abbreviation	Description
Admin	Administrator
LHS	Left Hand Side
URL	Uniform Resource Locator

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1 Introduction

Impartus Web Application is a video-based learning platform that enables educators to capture, edit, and distribute content. It provides students the deeper understanding of their topics as they review classroom content at any time, from anywhere. Professors can flip classrooms and keep students engaged with the contextually relevant content. Administrators can serve more students with existing resources while improving outcomes for all.

The platform of **Impartus Web Application** is designed around real users and real learning needs, with robust security features to protect your identity. Few unique features of the **Impartus Web Application** include automated lecture capture, remote access, live streaming, attachments, notes, video editing, bookmarks, search, playlist, and so on.

1.1 Access the Application

You can access the **Impartus Web Application** through any web browser, by entering the application URL: http://a.impartus.com/.

Upon entering this URL in your Web browser's address bar, the **Impartus Web Application** login screen is displayed, as depicted in the following figure:



Enter your Login ID (User Name)/Email Address and Password in the respective fields and click

button to access the Impartus Web Application.

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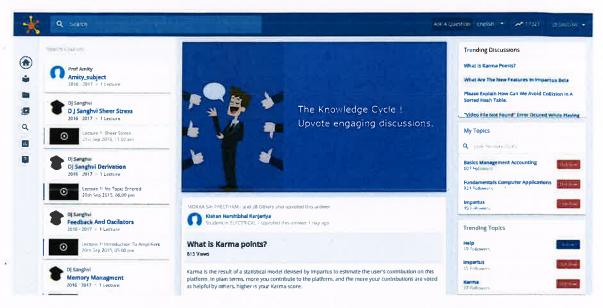




If you forget your password, click on Forgot password? link to provide your registered email

address before clicking button to receive the reset password link in the provided email address.

Once logged in, you are navigated to the *Students Home*page, as depicted in the following figure:



The LHS of the *Students Home* page displays the **Navigation Menu** and the RHS displays the **Dashboard**.

The **Dashboard** contains sections such as My Courses, News Feed, Trending Discussions, My Topics, Trending Topics, Unanswered Questions, and Leaderboard.

These Dashboard elements are detailed in the following section.









2 Dashboard

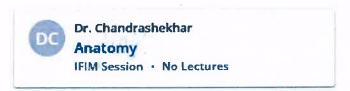
Impartus Student Dashboard provides you an insight to your activities in the Impartus Web Application. Following are the various sections of the dashboard:

2.1 Access Dashboard Module

You can access **Dashboard** module by clicking the icon, present in the LHS pane of the Impartus Web Application. The Dashboard includes the following sections.

2.2 My Courses

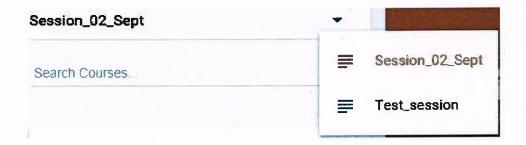
The **My Courses** section in the *Dashboard* lists the courses to which you are mapped to, along with the details such as Topic, the name of the Professor, Institute, Academic Year, and number of classroom lectures.



You can click on the name to view all the associated lecture videos and other details in the Course Details page.

2.2.1 Session Change

Just under the "My courses" tab, you will find session selection. If videos are available from multiple sessions for a particular course then a drop-down list will appear. You can select the appropriate session and view all the lectures from that session.





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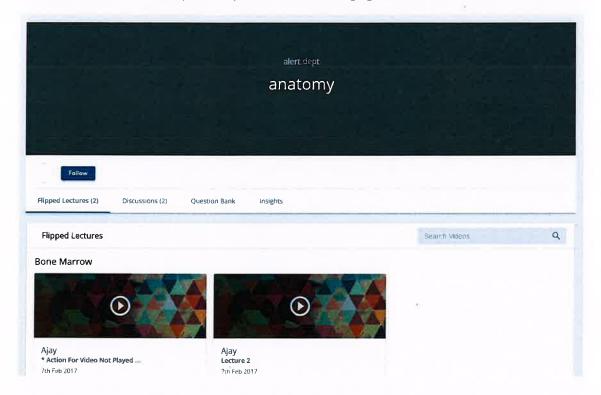
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2.2.2 Course Details

The Course Details section provides you all the details associated with a course. The Course Details section is displayed as depicted in the following figure:



2.2.2.1 Follow a Professor

The Follow a professor feature enables you to follow a Professor and receive updates regarding any action performed by this Professor on your subscribed courses. To follow a professor that is

listed in your Dashboard, click to open the course and click the button. Once you start following a professor, you will receive notification about the same in your News Feed in the Dashboard. If the professor answers any question or performs any action on a Public Topic or on your subscribed Course, it will be visible in your Feed.

You can also click button to unfollow a course which you have earlier opted to follow.



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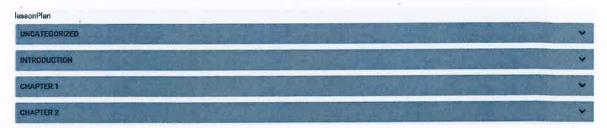
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2.2.2.2 Lesson Plan

The first tab on the course page will be Lesson plan if the college has provided one to us. In lesson plan, you can view the lecture videos in a systematic way in the form of lessons. The first lesson will be generally introduction followed by chapters.



2.2.2.3 Lectures

The Lectures tab in the Course Details page displays all the lecture videos available for the selected course. The lecture videos are displayed with information such as Name of the Professor, Topic, Schedule on which the video was captured, and the number of views. You can click on the Lecture Video to watch the video. For more information, see <u>Lecture Videos</u> section.

The Search functionality in the *Lectures* tab enables you to search for a video in the tab. To perform a search, enter the keyword in the **Search Videos** field and click icon.

2.2.2.4 Bookmarks

The Bookmarks tab in the Course Details page lists the bookmarks created by students and other professors in your lecture videos. The Bookmarks are listed with the details such as Bookmark Title, Lecture Video Topic, and the Schedule on which the Bookmark was created. Only Public Bookmarks created by other Users will be shown here. A Student can create Bookmarks and will be available here. Also, if there are no Bookmarks available to show, the Bookmarks Tab is not present.

You can click on the Bookmark Title to view the bookmarked video portion.

For more information, see Lecture Videos section.

2.2.2.4.1 Create Playlist

The Create Playlist feature enables you to create a playlist by selecting multiple Bookmarks to watch later. To create a playlist, select the check boxes adjacent to the Bookmark Titles you want

to include in the playlist and click button after entering a name for the playlist in the **Enter Playlist Name** field.



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2.2.2.5 Playlists

The Playlists tab in the Course Details page displays all the playlists you have created with the Playlist Name and Duration. You can click on the playlist name to watch the Playlist.

2.2.2.6 Backpack

The Backpack tab in the Course Details page displays the documents and URLs added to the lecture videos by students, other professors, or yourself. You can add URLs by clicking on

ADD REFERENCES

and then you enter the URL and description and click on add. To upload a

document you can click on and click on upload.

₫ UPLOAD DOCUMENT Choose or select a file from your computer

The documents and reference URLs in Backpack section are displayed with the Filename/Website name and with the schedule on which it was added.

The Search functionality in the Backpack tab enables you to search for a document in the tab. To

perform a search, enter the keyword in the **Search Documents** field and click | Con.

You can click on the documents or reference URL to open it in a new tab of your web browser.

Also, you can download the attached files by clicking the icon.

To remove an unwanted document, you can click $\widehat{\Box}$ icon.

For more information, see Lecture Videos section.



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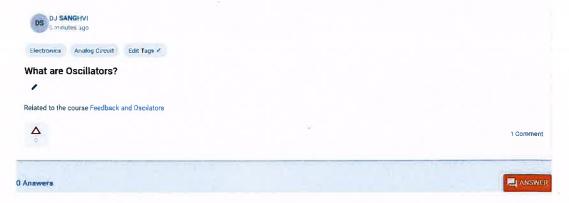




2.2.2.7 Discussions

The *Discussions* tab in the *Course Details* page displays all the questions asked by students and other professors. The Discussions are displayed with the details such as User Name, Role, and Institution, Schedule on which the questions was asked, Course Name, Discussion Topic, along with the options to comment and the Discussion.

You can click on the Discussion Topic to view the details, as displayed in the following figure:



From the Discussions tab, you can also perform the following actions:

- Ask a Question
- Add Comments
- Up Vote a Discussion
- Manage Your Discussions

2.2.2.7.1 Ask a Question

The Ask Question feature enables you to create a new discussion topic. To ask a question, perform the following procedure, from the *Discussions* tab:

1. Click button.

The Write your question field is displayed.

- 2. Enter the question/discussion topic in the Write your question field.
- (Optional) Select the checkbox adjacent to the Post Anonymously? field, if you do not want to reveal your identity while asking the question.
- 4. Click button to save and submit the question/discussion.



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2.2.2.7.2 Add Comments

The Add Comments feature enables you to include comments to any of the discussions present in the *Discussions* tab. To add a new comment, enter the comment text in the **Write a comment** text field and click **Enter** key.

The comment is saved and is displayed under the discussion topic with the name of the user and the schedule on which the comment was added.

2.2.2.7.3 Up Vote/Down Vote a Discussion

The Up Vote a Discussion feature enables you to upvote a discussion topic if you find it useful. You

can upvote any discussion that is not created by you. To upvote a discussion, click icon. The number of upvotes is displayed under the icon.

UPVOTE

You can click

DOWNVOTE

icon to down vote a discussion.

2.2.2.7.4 Manage Your Discussions

The Manage Discussion feature enables you to update the discussions created by you. You can perform the following actions on your discussions:

- Edit Tags
- Add Tags
- Edit Question/Discussion Topic
- Edit Description
- Add Comments
- Delete Comments
- Answer the Question

2.2.2.7.4.1 Edit Tags

The Edit tags feature enables you to update the existing tags in the Question. You can edit the existing tags by performing the following procedure:

1. Click the Edit Tags / bu

Upon clicking this button, the existing tags are marked for removal.

- 2. Click the icons adjacent to the tag to remove the tag.
- 3. Click **b** button to save the tags.



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2.2.2.7.4.2 Add Tags

The Add tags feature enables you to include new tags in a question. You can add new tags by performing the following procedure:

1. Click the Edit Tags / button.

Upon clicking this button, the existing tags are marked for removal. Also, a text field to add the new tags is displayed.

- 2. Enter the name of the new tag in the Add a tag text field.
- 3. Click button to save the tag.

The saved tags are displayed in the question.

2.2.2.7.4.3 Edit Question/Discussion Topic

You can edit the Question/Discussion Topic, which is created by you. You cannot edit the Question/ Discussion Topic of others. To edit the topic, click the icon present adjacent to the Question/Discussion Topic, update the Question text, and click SAVE button.

The updated Question is displayed.

2.2.2.7.4.4 Edit Description

You can edit the description of the Question/Discussion Topic, which is created by you. You cannot edit the Question/ Discussion Topic of others. To edit the description, click the icon present adjacent to the description field, update the description text, and click SAVE button. The updated description is displayed.

2.2.2.7.4.5 Add Comments

The Add Comments feature enables you to add new comments to the Discussions. To add comments to a Discussion in which no comments are present, click the **Be the first to Comment** link, enter the comments in the **Write a comment** text field and click **Enter** key.

If there are comments present already, click the <number of comments Comment link, enter the comments in the Write a comment text field and click Enter key.

2.2.2.7.4.6 Delete Comments

To delete Discussion comments that are added by you, click the button adjacent to the comment you want to delete and click **OK** button in the confirmation dialog.



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2.2.2.7.4.7 Answer Questions

To answer a Question, perform the following procedure:

- 1. Click
- button.

The Write your answer field is displayed.

- 2. Enter the answer text in the Write your answer field.
- 3. (Optional) Select the checkbox adjacent to the **Anonymous** field, if you do not want to reveal your identity while answering the question.
- 4. Click SUBMIT button to save and submit the answer.

The answer is displayed under the Question/Discussion Topic tab.

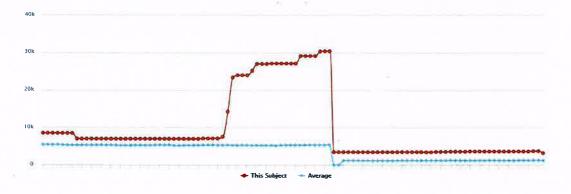
Once saved, you can click the icon present adjacent to the answer text, to update the answer and click

2.2.2.8 Insights

The *Insights* tab in the *Course Details* page provides you a graphical representation of the statuses of the lecture videos. These representations include Popularity, Popular Videos, Daily Watching Pattern, and Leaderboard.

2.2.2.8.1 Popularity

The Popularity line graph represents the popularity of the subject under reference, in comparison with the average popularity of other subjects. This is depicted as follows:







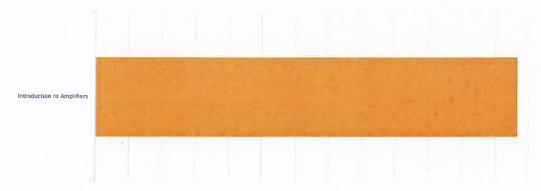
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2.2.2.8.2 Popular Videos

The Popular Videos bar graph represents the result of a comparison study of the popularity of lecture videos in the subject under reference. This is represented as depicted in the following figure:



2.2.2.8.3 Daily Watching Pattern

The Daily Watching Pattern line graph represents the number of lecture video views in the subject under reference. This is represented as depicted in the following figure:

The X-axis represents the number of views and the Y axis represents the days on which there is a change (high/low) in views.



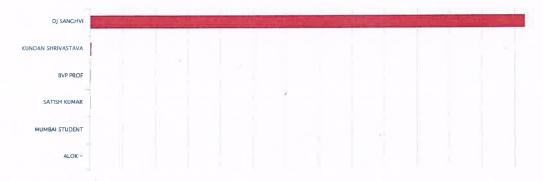
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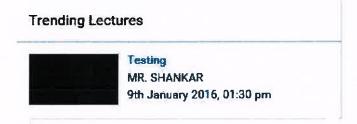
2.2.2.8.4 Leaderboard Graph

The Leaderboard bar graph represents the Top 10 Students who have watched the lectures for this Course maximum times in decreasing order. This is represented as depicted in the following figure:



2.2.2.9 Trending Lectures

On the RHS you will see the Trending lectures. It is a list of lectures which are related to that course. You can see the thumbnail with topic name, professor's name, date and time as depicted in the figure:





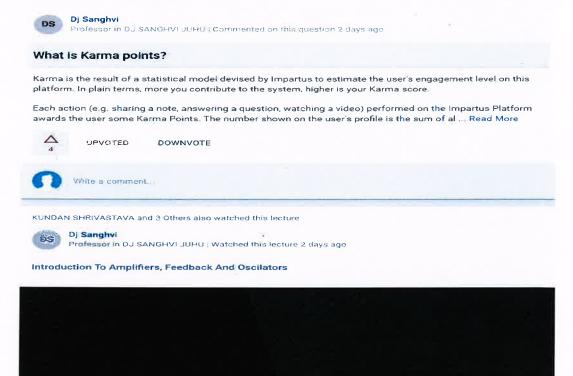
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2.3 News Feed

The **News Feed** section in *Dashboard* lists the recent discussions. The News Feed is displayed as depicted in the following figure:



You can click on the discussions/questions to view the details. For more information, see <u>View</u> <u>Question Details</u> section.

Play Now

You can also click on the lecture video titles in the newsfeed to open the Lecture Videos section

and watch the video. Alternatively, you can click the video from the news feed itself.

Below the name of the user who posted the feed you can see fuzzy time. Fuzzy time shows an approximate time of when that feed was posted.



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2.3.1 Related Threads

When you click on any question in the news feed, you will be directed to the feed page. On the RHS you will see related threads. In this section, you will see all the questions or feeds that are related to the main question on the page. Related Threads can provide more information which is relevant to your query.

2.4 Trending Discussions

The **Trending Discussions** section in *Dashboard* enables you to view the most popular discussions in the institution. This section is displayed as depicted in the following figure:

The discussions/questions are hyperlinked and you can click these links to view the details.

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2.5 My topics

The **My Topics** section in *Dashboard* enables you to view all the topics that are mapped to your account. This section is displayed as depicted in the following figure:

The topics are displayed with number of followers and are hyperlinked. You can click on these links to view more content under those Topics.

2.5.1 Look up and Follow Topics

To search for more topics and follow the same, perform the following procedure:

1. Enter the keyword to search for a topic in the Look for more topics field.

The search is performed and the dynamic suggestions are displayed, as depicted in the following figure:





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2. Mouse over the topic you want to select and click the topic name, as displayed in the following example:

button displayed adjacent to

The selected topic is displayed under the My Topics section.

2.5.2 Unfollow a Topic

To unfollow a topic, click the button adjacent to the topic name present under **My Topics** section. The topic is unfollowed and is removed from the **My Topics** section.

2.6 Similar Topics

When you click on any of the topics, you will get the topic page. On the RHS, you can see similar topics. It is a list of topics which are related to the main topic which you have selected. It is displayed as depicted in the figure:



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2.7 Trending Topics

The **Trending Topics** section in *Dashboard* displays the most popular topics, in the institution. This section is displayed as depicted in the following figure:



The topics are displayed with number of followers and are hyperlinked. You can click on these links to view the details.

2.7.1 Follow/Unfollow Trending Topics

To follow a trending topic, click the button adjacent to the topic name. To unfollow a topic, click the button.

The topics are displayed with number of followers and are hyperlinked. You can click on these links to view the details.





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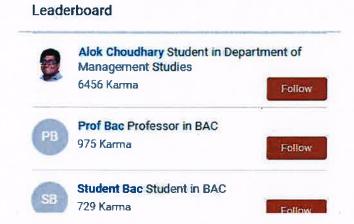
2.8 Leaderboard

The **Leaderboard** section in *Dashboard* lists the user details with respect to the Karma points. *Karma Points:* Karma is the result of a statistical model devised by Impartus to estimate the user's engagement level on this platform. In plain terms, more you contribute to the system, higher is your Karma score.

Each action (for example, sharing a note, answering a question, watching a video, and so on) performed on the Impartus Platform awards the user some Karma Points. The number shown on the user's profile is the sum of all such points. The points awarded for some action types decay with time. Hence, an inactivity of a longer period will gradually reduce the Karma Points of the user.

The institute leader-board is derived on the basis of aggregate Karma points. In the subsequent release of Impartus Platform, the breakup of Karma Points will be available.

This section is displayed as depicted in the following figure:



The Leaderboard displays the Username, Role (Professor or Student), Institution, and Karma points.

2.8.1 Follow/Unfollow Users in Leaderboard

To follow a user in Leaderboard, click the button adjacent to the username. To

unfollow a user, click the butte

The usernames are displayed and you can click these links to view the user details.

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3 Course Catalog

In **Course Catalog** you can explore all the courses that are available to you. By clicking on the course you can see all the lecture videos relevant to that course.

3.1 Access Course Catalog

You can access the course catalog page by clicking on the course catalog icon at the top left corner below dashboard icon. You can subscribe or unsubscribe the courses by clicking on option.

Videos have thumbnail display to make it easier for you to search for a video. The courses thumbnails display the professor's name, session and the number of lectures that course contains.







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On the RHS, you have the option to search for courses and filter the search by sessions, departments, and professors.

Search	
Search Within Catalog	Q
Sessions	
Filter	



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4 Advanced Search

The **Advanced Search** feature enables you to perform a search for elements such as Lectures, Bookmarks, Notes, Playlists, and so on.

4.1 Access Advance Search Module

You can access **Advanced Search** module by clicking the icon present in the LHS Pane of the Impartus Web Application. The *Advance Search* page displays all the available Lectures, Bookmarks, Notes, and Playlists in different tabs.

4.2 Perform Advanced Search

You can perform advance search on all the available elements such as Lectures, Bookmarks, Notes, or Playlists. To initiate a search, perform the following procedure:

- 1. Enter one or more characters of the name of the department in the **Department** text field, under *Advanced Search* pane.
 - The names of all the available departments that match with the entered keyword are displayed in a drop-down list.
- 2. Click the required department to select it.
- 3. Enter one or more characters of the name of the subject in the **Subject** text field, under *Advanced Search* pane.
 - The names of all the available subjects that match with the entered keyword are displayed in a drop-down list.
- 4. Click the required subject to select it.
- 5. Enter one or more characters of the name of the professor in the **Professor** text field, under *Advanced Search* pane.
 - The names of all the available professors that match with the entered keyword are displayed in a drop-down list.
- 6. Click the required professor to select it.
- 7. Enter one or more characters of the name of the classroom in the **Classroom** text field, under *Advanced Search* pane.

The names of all the available classrooms that match with the entered keyword are displayed in a drop-down list.



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- 8. Click the required classroom to select it.
- 9. Enter the start date in the Start Date field in DD/MM/YYYY format.

OR

Click cicon adjacent to the **Start Date** field and select the required date from the calendar. For more information, see <u>Calendar</u> section.

10. Enter the start date in the End Date field in DD/MM/YYYY format.

OR

Click icon adjacent to the **End Date** field and select the required date from the calendar. For more information, see <u>Calendar</u> section.

- 11. Select the element you want to search by selecting the required tab from among *Lectures*, *Bookmarks*, *Notes*, or *Playlists*.
- 12. Click SEARCH button.

The search is performed and the results matching the search criteria are displayed under the selected tab.

To know more about Lectures, Bookmarks, Notes, and Playlists, see the respective sections.

- Lectures
- Bookmarks
- Notes
- Playlists



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5 Reports

The **Reports** modules in Impartus Web Application enable you to view Usage Report, Content Usage, and Video Access Report for any period of time.

5.1 Access Reports Module

You can access **Reports** module by clicking icon from the LHS pane of the Impartus Web Application. The Reports page displays the option to select and view My Usage Report, My Content Usage, or Video Access Report. The details of each of these reports are displayed in the following sections:

My Usage Report

5.2 My Usage Report

The **My Usage Report** provides you the list of all the lecture videos you have watched with the details such as Subject, Professor, Topic, Lecture Time, View Count, and Minutes, for a selected period.

Perform the following procedure to retrieve My Usage Report:

1. Click the View link, present in the same row of the My Usage Report.

The Reports: My Usage Report page is displayed.

2. Enter the start date in the Start Date field in DD/MM/YYYY format.

OR

Click icon adjacent to the **Start Date** field and select the required date from the calendar. For more information, see <u>Calendar</u> section.

3. Enter the end date in the End Date field in DD/MM/YYYY format.

OR

Click ➡ icon adjacent to the **End Date** field and select the required date from the calendar. For more information, see <u>Calendar</u> section.

4. Click SUBMIT button.

The search is performed on historical usage information and the results are fetched according to the search criteria.



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The results are displayed with information such as Subject, Professor, Topic, Lecture Time, View Count, and Minutes.

EXPORT You can also export the report by clicking the button. Upon clicking this button, the report data is downloaded to your local machine in Comma Separated Values (CSV) format.



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6 My Playlists

The My Playlists section in Impartus Web Application enables you to view all the playlists created by you and watch the lecture videos in the playlist.

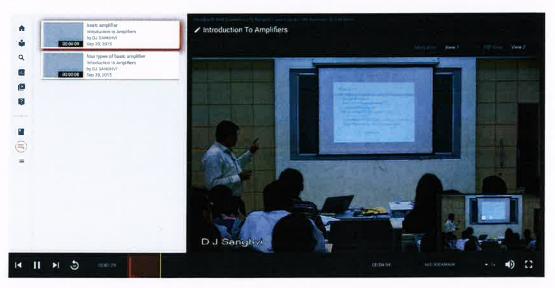
6.1 Access My Playlists Module

You can access **My Playlists** module by clicking icon from the LHS pane of the Impartus Web Application. The *My Playlists* page displays all the playlists that you have created. The playlists are displayed with the information such as playlist name, the number of bookmarks, total duration, and the schedule on which the playlist was captured.

The Search functionality in the *My Playlists* module enables you to search for a playlist in the page. To perform a search, enter the keyword in the **Search** field. Upon entering the keyword, the results matching the search criteria are dynamically filtered and are displayed in the My Playlists page.

6.2 Watch Playlists

You can watch the playlists you have created by clicking on them, from the **My Playlists** module. Upon clicking on a playlist, the player is opened as depicted in the following figure:



The LHS of the player screen displays the lecture videos in the playlist. By default, the first video gets played. You can click on the video of your choice to watch the same.



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You can toggle between Feeds, Playlist, and Lecture Slides by clicking icons present in the LHS menu. For more information on player settings, see <u>Lecture Videos</u> section.



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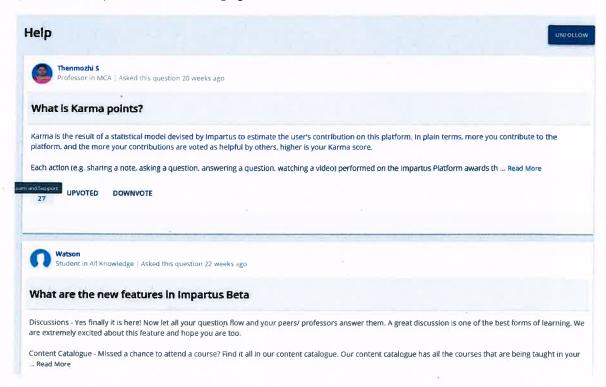


7 Learn and Support

The **Learn and Support** module in Impartus Web Application enable you to access the help and support. You can view the existing queries by various users and also can ask questions or answer questions that are already present.

7.1 Access Learn and Support Module

You can access **Learn and Support** module by clicking icon from the LHS pane of the Impartus Web Application. Upon clicking this icon, the *Help* page is displayed with the existing questions, as depicted in the following figure:



The questions are displayed with the author name, designation, schedule on which the question was asked

You can perform the following actions from the Help page:

- Ask a Question
- View Question Details



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7.2 Ask a Question

You can ask general questions using the Ask Question feature of the Impartus Web Application. To ask a new question, perform the following procedure:

1. Enter the question you want to ask, in the following field in the taskbar:

The system performs a search on all existing questions and the related results that match with the entered text are displayed as suggestions.

- 2. (Optional) Select the checkbox adjacent to the **Post Anonymously** field, if you do not want to reveal your identity while asking the question.
- 3. Click button to post your question.

Once submitted, the question is saved and is displayed on the Help page. The questions while saving, associate relevant tags in them.

7.3 View Question Details

You can view the question details by clicking on the Question text. Upon clicking, the question is displayed in a new window with all the following details and additional options.

This window also displays the related questions and discussions in the

7.3.1.1.1 Add Comments

The Add Comments feature enables you to include comments to any of the questions. To add comments to a question in which no comments are present, click the **No Comments Available** link, enter the comments in the **Write a comment** text field and click **Enter** key.

If there are comments present already, click the <number of comments > Comment link, enter the comments in the Write a comment text field and click Enter key.

The comment is saved and is displayed under the question with the name of the user and the schedule on which the comment was added.



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To delete comments that are added by you, click the button adjacent to the comment you want to delete and click **OK** button in the confirmation dialog.

7.3.1.1.2 Up Vote/Down Vote a Question

The Up Vote a question feature enables you to upvote a question topic if you find it useful. You

can upvote any question that is not created by you. To upvote a question, click icon.

The number of upvotes is displayed under the icon.

You can click

DOWNVOTE

icon to downvote a question.

7.3.1.1.3 Report Abuse

The report abuse feature enables you to mark a question for review and report the question to

the admin. To report a question, click the button in the pop-up window.

REPORT ABUSE button and then click

REPORT ABUSE!

7.3.1.1.4 Manage Your Questions

The Manage Questions feature enables you to update the question information. You can perform the following actions on questions:

- Edit Tags
- Add Tags
- Edit Question/Discussion Topic
- Edit Description
- Answer the Question

7.3.1.1.4.1 Edit Tags

The Edit tags feature enables you to update the existing tags in the question. You can edit the existing tags by performing the following procedure:

1. Click the Edit Tags / button.

Upon clicking this button, the existing tags are marked for removal.

- 2. Click the sicons adjacent to the tag to remove the tag.
- 3. Click button to save the tags.



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7.3.1.1.4.2 Add Tags

The Add tags feature enables you to include new tags in a question. You can add new tags by performing the following procedure:

1. Click the Edit Tags / button.

Upon clicking this button, the existing tags are marked for removal. Also, a text field to add the new tags is displayed.

- 2. Enter the name of the new tag in the Add a tag text field.
- 3. Click button to save the tag.

The saved tags are displayed in the question.

7.3.1.1.4.3 Edit Question Topic

You can edit the question, which is created by you. To edit the topic, click the icon present adjacent to the question, update the question text, and click SAVE button.

The updated question is displayed.

7.3.1.1.4.4 Edit Description

You can edit the description of the Question Topic, which is created by you. To edit the description, click the icon present adjacent to the description field, update the description text, and click SAVE button.

The updated description is displayed.

7.3.1.1.4.5 Answer Questions

To answer a Question, perform the following procedure:

1. Click ANSWER button.

The Write your answer field is displayed.

- 2. Enter the answer text in the Write your answer field.
- 3. (Optional) Select the checkbox adjacent to the **Anonymous** field, if you do not want to reveal your identity while answering the question.
- 4. Click SUBMIT button to save and submit the answer.

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The answer is displayed under the question.

Once saved, you can click the icon present adjacent to the answer text, to update the answer and click button.

7.3.1.1.5 Up Vote/Down Vote an Answer

The UpVote an answer feature enables you to upvote an answer if you find it useful. You can upvote any answer that is not created by you. To upvote an answer, click number of upvotes is displayed under the icon.

You can click icon to downvote an answer.

7.3.1.1.6 Report Abuse

The report abuse feature enables you to mark an answer for review and report the answer to the admin. To report an answer, click the button and then click button in the pop-up window.



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8 Lecture Videos

The **Lecture Videos** enables you to watch the classroom lecture videos and manage these videos. Upon clicking a video from anywhere in the **Impartus Web Application**, the lecture videos section is displayed as depicted in the following figure:

The lecture videos are displayed with the media player on the RHS, video feed on the LHS and a player control at the bottom. The following sections detail the way in which you can manage these:

8.1 Manage Media Player

The player enables you to watch the video. The title of the video is displayed at the top of the media player along with the Subject, Professor, Classroom, and Schedule details. All the lectures can be captured using multiple cameras, and there are three possible angles from which you can watch all the lecture videos.

8.1.1 Edit Lecture Video Title

You can edit the title of the lecture video, by performing the following procedure:

- 1. Click button adjacent to the title of the video.
- 2. Enter the new title in the please enter a topic name field.
- 3. Click Enter key.



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The updated title is saved and displayed. Any other Student or Professor who has access to this Video lecture can also update the Title.

You can see the average rating of the video given by other users at the top LHS and you can also

rate the video by clicking on . The rating of one to five stars indicates the quality of the video.

8.1.2 Video Views

There are two watching panels such as the main player and picture-in-picture (PIP) player in the media player. Also, there are three views such as View 1, View 2, and View 3, captured from three different angles.

8.1.2.1 Switch Views

You can switch the views between Main player and PIP player, by clicking on the PIP view.

8.1.2.2 Select View Angles

You can select the angles from which you want to watch the videos. To select the angles, perform the following procedure:

1. Select the drop-down list adjacent to the **Main View** field and select the required angle by selecting from View 1, View 2, or View 3.

Note: The view in PIP player is not available to select from the Main View field.

2. Select the drop-down list adjacent to the **PIP View** field and select the required angle by selecting from View 1, View 2, or View 3.

Note: The view in Main player is not available to select from the PIP View field.



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Examples of views from all the three angles are depicted in the following figure:

View 1:



View 2:



View 3:







8.1.3 Play/Pause Video

You can click anywhere on the main player to play or pause the video.

8.2 Video Data Manager

The Video Data Manager displays the Feeds, Lecture Slides, and provides you with the option to edit the videos. By default, the newsfeed is displayed.

You can toggle between Feeds & Lecture Slides by clicking between and button:

8.2.1 Feeds

The Feeds display the Notes, Bookmarks, Documents, and Discussions associated with the selected lecture video, as depicted in the following figure:

You can perform the following additional tasks from the News feed



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8.2.1.1 View Specific Elements

You can choose to view only Notes, Bookmarks, Documents, or Discussions. By default, the Show

All option is selected. To select a specific element, click the icon and select the required option from the drop down. The available options are Show All, Notes, Bookmarks, Documents, and Discussions.

Upon selecting an element, only those items are displayed in the feed.

8.2.1.1.1 Notes

The Notes are displayed in the feed, as depicted in the following figure:

DJ SANGHVI 00:03:32	
Expected in the exam	=
DJ SANGHVI 00:08:12	
Test	
DJ SANGHVI 00:09:33	(6)
new Note added	

The notes are displayed with details such as author and time on the video, where the note was added. The note text is displayed under this. To view the video from the location where the note

is added, click button in the note.



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8.2.1.1.2 Bookmarks

The Bookmarks are displayed in the feed, as depicted in the following figure:

DJ SANGHVI 00:03:25 - 00:04:30	
Very Important Clip	
DJ SANGHVI 00:05:38 - 00:05:42	
new bookmark2	
0J.SANSHVI 00:03:09-00:03:12	
New Bookmark	

The bookmarks are displayed with details such as author and start time and end time on the video, where the video is bookmarked. The bookmark text is displayed under this. To view the

bookmarked video, click button in the note.

8.2.1.1.3 Documents

The Documents are displayed in the feed, as depicted in the following figure:



The documents are displayed with details such as author and time on the video, where the document is added. The document URL is displayed under this. To view the video from the

location where the document is added, click button in the note.



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8.2.1.1.4 Discussions

The Discussions are displayed in the feed, as depicted in the following figure:



The discussions are displayed with the author name. The discussion question is displayed under the author name. To view the details of the discussion click button. Upon clicking this button, the *Discussion Details* page is displayed:



From the *Discussion Details* page, you can edit tags, edit the question, upvote/downvote discussion, comment, and answer the question. For more details, see <u>Manage Your Questions</u> section.



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8.2.1.2 Create a Note

The Create Note feature enables you to add a new note to the current point in the playing lecture video. This acts as a reference for the viewers. To create a new note from the feed, perform the following procedure:

- 1. Click
- 2. Enter the required note text in the Write a Note field.

· tab.

If you want to attach files to the note, perform the following procedure:

a. Click button.

The Upload Backpack window is displayed.

- b. Click button adjacent to the Choose a File field.
- c. Enter the description in the description field.
- d. Click UPLOAD button.

The file is uploaded and saved.

If you want to add a reference URL to the note, perform the following procedure:

a. Click button.

The Add References window is displayed

- b. Enter the reference URL in the URL field.
- c. Enter the description in the description field.
- d. Click button.

The reference URL is attached to the note.

- 3. Click the button and select one of the following options:
 - Public Share the note publicly.
 - Make the note private.

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4. Click CREATE button.

The note is saved and displayed in the feed.

8.2.1.3 Start a Discussion

The Start a Discussion feature enables you to create a discussion and ask queries. To create a new discussion, perform the following procedure:

- 1. Click START A DISCUSSION tab.
- 2. Enter the question in the Write your question field.
- 3. (Optional) Select the checkbox adjacent to the **Post Anonymously** field, if you do not want to reveal your identity while sharing the question.
- 4. Click button.

The question is saved and is displayed in the feed.

For more details regarding the discussions/questions, see Manage Your Questions section.



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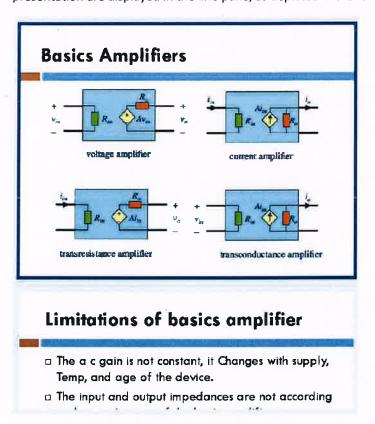




8.2.2 Lecture Slides

The lecture slides option displays the presentation slides associated with the lecture video. You

can see the lecture slides by clicking the button. Upon clicking this button, the slides in the presentation are displayed in the LHS pane, as depicted in the following figure:



The currently playing slide is highlighted.

You can click on a particular slide to watch the portion of the video where the selected slide is detailed.

8.2.3 Player Control

The **Player Control** section enables you to manage the way you watch the video. Following are the buttons available and actions possible from this area:



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- Click this button to play the previous video.
- Use these buttons to play or pause the video.
- Click this button to play the next video.
- - Click this button to go 30 seconds backward and play the video from there. Helps in going back to the Instance for Bookmark creation.
- The time elapsed indicates the total time the current video has played.
- The progress bar displays the progress of the video. You can click anywhere on the progress bar to play the video from the clicked location.



- The time remaining display. This indicates the total time left for the video.
- Add Bookmark

 Click this button to start bookmarking the video from the

currently playing location. Once completed, you can click button to stop bookmarking the video at the current location. Enter a Description and

select the bookmark to be displayed as Public or Private before clicking button to save the bookmark.

SAVE

Stop Sookmarking



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- Click/Mouse-over this icon to select the player speed. The available options vary from 0.5x to 2x.
- Mouse over this icon to increase or decrease the player volume. You can also, click on this icon to mute the player.
- Use these buttons to toggle the player view between fullscreen and normal view.



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Appendix A – Additional Functions

This Appendix includes additional functions available in the Impartus Web Application. You need not use these as part of your daily operation. But these are useful for specific functions.

Search

The Search option enables you to perform a global search for any element in the Impartus Web Application. To perform a search, enter the keyword in the Search field, displayed in the header bar of Impartus Web Application:



As you key in the keywords, suggestions are displayed dynamically as depicted in the following figure, by the Impartus Search Engine:

You can click on People, Courses, or Discussions tabs to find the result of your choice. The *Discussions* tab also enables you to post discussions/questions.

Change Language

Impartus Web Application is available in both English and Chinese. You can toggle between English and Chinese by clicking the current language displayed in the taskbar. Upon clicking

or button, the option to toggle the language is displayed. You can select the language of your preference from this.









My Profile

The My Profile section provides you the details of your activities. You can access the My Profile

section by clicking the button displayed while clicking the button adjacent to the User Name in the taskbar. The My Profile section is displayed as depicted in the following figure:



The My Profile is displayed with Professor Name and Karma Points along with Posts, Followers, Following, and Insights in various tabs.

You can view the following information/perform the following tasks from the My Profile page:

Add Profile Picture

You can add a profile picture to your account by clicking the and by selecting the required image from the local machine.

Posts

The *Posts* tab displays the discussions you have posted. The tab header also displays the number of posts available. To know more about discussions/questions, see Manage Your Questions section.



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Followers

The Followers tab displays the number of users who follow you. You can click on each user name to view the details.

Following

The Following tab displays the number of users who follow you. You can click on each user name to view the details.

Insights

The *Insights* tab provides you a graphical representation of your status. These representations include Courses –Videos Watched, Course – Time Spent, Videos Watched – Minutes, and Videos Watched – Hits.

Courses -Videos Watched

The **Courses –Videos Watched** bar graph indicates the progress of the lecture videos of your course. This is depicted as follows:

The X-axis of the graph represents the available lecture videos and the Y-axis represents the number of videos watched. You can mouse over the bars in the graph to view the details as depicted in the following figure:

Memory managment

• Watched: 1

• Pending: 0



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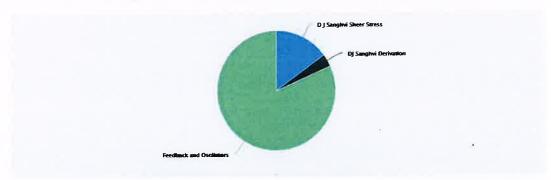
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Course - Time Spent

The **Course – Time Spent** pie chart represents the time students have spent on each of your videos in the last 30 days. This is represented as depicted in the following figure:



You can mouse over each sector in the pie chart to view the details as depicted in the following figure:



Videos Watched – Minutes

The **Videos Watched – Minute's** line graph represents the time students have spent on your lecture videos. This is represented as depicted in the following figure:



The X axis represents the days in a month and the Y-axis represents the minutes. You can mouse over each point in the line graph to view the details as depicted in the following figure:





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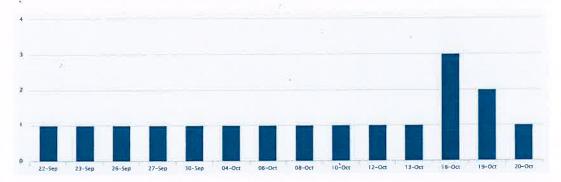
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Videos Watched - Hits

The **Videos Watched – Hits** bar graph represents the number of lectures your video getting watched daily. This is represented as depicted in the following figure:



The X axis represents the days in a month and the Y-axis represents the number of videos. You can mouse over the bars in the graph to view the details as depicted in the following figure:



Feedback

The Feedback section provides you the option to provide feedback about the Impartus Web

Application. You can access the Feedback section by clicking the

Feedback

button

displayed while clicking the button adjacent to the User Name in the taskbar. The *Leave Feedback* window is displayed as depicted in the following figure:

Enter the feedback text in the Feedback field and click

SUBMIT

button.

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Change Password

The Change Password option enables you to update your existing password. You can access the

Feedback section by clicking the button adjacent to the User Name in the taskbar. The *Change Password* window is displayed as depicted in the following figure:

Perform the following procedure to change your password:

- 1. Enter the old password in the Old Password field.
- 2. Enter the new password in the **New Password** field.

Note: Ensure that the new password you have entered is of minimum 8 characters.

As you key in the password, the **Password Strength** field indicates the strength of your password.

- 3. Re Enter the new password in the **Retype New Password** field.
- 4. Click SUBMIT button.

The updated password is saved. You can use the new password for all subsequent logins.



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Calendar

The Calendar helps you to pick a date easily and enter it in the fields as the application expects. If a field is expecting date as input, upon clicking the field, the calendar is displayed as follows:

month week	day	February 2017				today 〈 >		
Sun	Mon	Tue		Wed	Thu	Fri	Sat	
	- P		1:20p Lecture o	n Feedback and I Lecture	2 - on Feedback and I	3		
	5	6		n Freedback and I	9	10	1	
	12	13	14	15	16	17	1	
	19	5:05p Lecture on Mex	21 nory maca	22 12:10p	23 e on Feedback and I	24	2	
	26	27	28	12,35p Lecture	e on Feedback and I			
		4	+					

You can perform the following operations in a calendar:

- Click on a date to select the date. The selected date is displayed in the date field.
- Click on a month name to open the year list, as depicted in the following figure:
- Scroll this window to navigate to previous or forthcoming years.

Discussion (Across Campuses)

Students can start a Discussion at Lecture or Subject level. Users within the same college can participate and contribute in the same. However, Students can also create Discussion Thread which is Public in nature and can be seen by Users from other campuses registered on Impartus platform. These discussions can also be attached to a Topic. Users following the Topic will also see the Discussion in their Feed.



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To log out your session from the Impartus Web Application, you can click the button displayed while clicking the button adjacent to the User Name in the taskbar. Upon clicking this button, you are logged out from the application session.



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