

# Iadaco10

## Data Collection Tool



The **Data Collection** tool allows Authors to create database style lists for Learners to populate. Each record list is highly flexible, and the activity can be configured to allow multiple records to exist for each learner.

[Click here](#) to view the **Learners Documentation** for this activity.



### Animated Tutorial

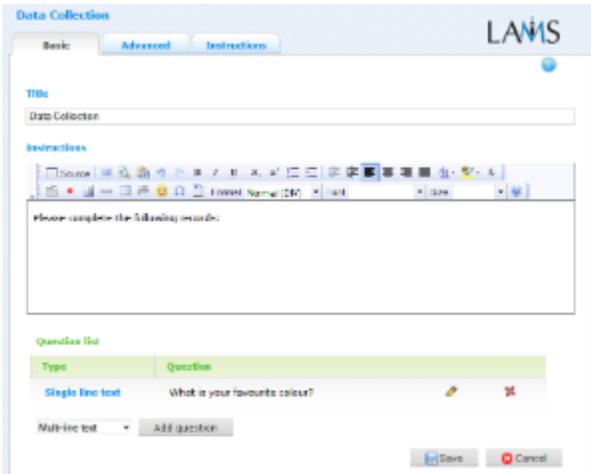
This animation explains how to create and use the **Data Collection** Activity

## Data Collection Authoring

All properties sheets contain three tabs:

- **Basic:** Which controls the *Content* of the Activity.
- **Advanced:** Which controls the *Behaviour* of the Activity.
- **Instructions:** Provides information on the *Structure* of the activity.

### Basic Tab



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#### *w of the Data Collection Authoring Basic tab.*

The Basic Tab for the Notebook Activity allows you to specify a title for the activity, create Learner instructions, and defines the questions that will make up each record: .

- **Title:** All Activities have a web page title which is presented at the top of the activity page when displayed in the Learning Environment. This is *NO* the same title as the Title that can be set using the [Properties Inspector](#).
- **Instructions:** All Activities have a text area that is presented beneath the title. This is where the main activity text to be displayed to learners is entered. The text can be formatted using the Rich-Text Editor. Image, Video, Audio and URL content can also be displayed in the Instructions area.

### Specific Feature: Question List

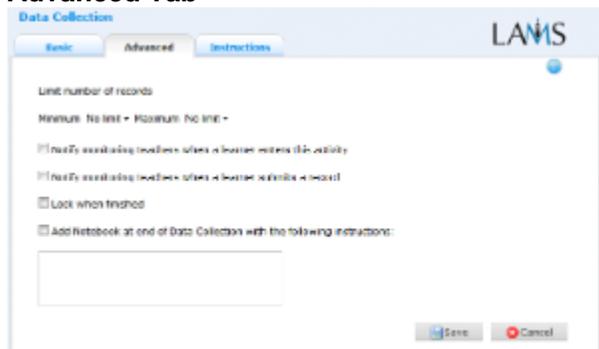
The Question List is where the Author creates the fields that will populate each record.

In release 2.1.1, there are ten different field types available for use. Each field type has a different set of *Advanced Options*, also described below; all questions can be marked as *required* which means they must contain some data in order for the record to be saved.

- **Single Line Text**
  - Learner enters a single line of text as an answer.
  - *Max Characters* specifies how many characters can make up the answer.
- **Multi Line Text**
  - Learner enters a multi-line text as an answer.
  - *Max Words* specifies the total words that are allowed as part of the answer.

- **Number**
  - Learner enters a number as an answer.
  - *Minimum* specifies the lowest number that can be entered.
  - *Maximum* specifies the highest number that can be entered.
  - *Digits after decimal point* requires learners to enter decimal numbers as part of their answer.
  - The *Summary* can automatically calculate the
- **Date**
  - Learner enters a date as an answer.
- **File**
  - Learner uploads a file as an answer.
- **Image**
  - Learner uploads an image as an answer.
- **Radio Buttons**
  - Learner chooses one answer from the given options.
  - *Summary*
- **Dropdown Menu**
  - Learner chooses one answer from the given options.
  - *Summary*
- **Checkbox**
  - Learner chooses one or many answers from the given options.
  - *Min Selected* specifies the minimum number of options that must be selected.
  - *Max Selected* specifies the maximum number of options that must be selected.
  - *Summary*
- **Longitude/Latitude**
  - Learner enters longitude and latitude (in decimal form) as an answer.
  - *Select Maps* specifies which internet mapping services can be used to display the answer given. The choices are one or more of either Google Maps, Geabios, Open Street Map or Multimap.

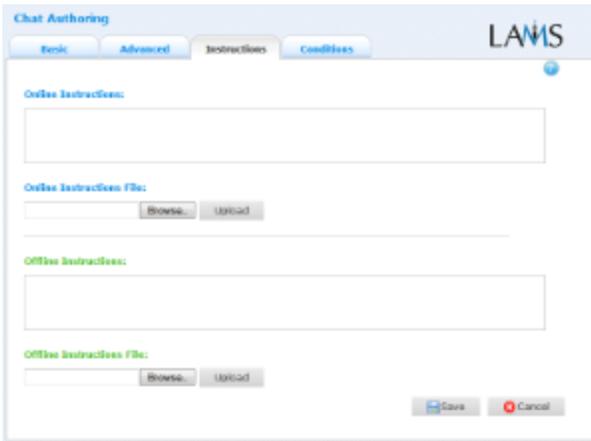
## Advanced Tab



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- **Limit Number of Records**
  - This option allows Monitors to set the minimum and maximum number of records that learners must submit to complete the activity. Either one or both of the minimum and maximum limits can be set.
- **Notify Monitoring Teachers...**
  - **... When a learner enters this activity.**  
Allows LAMS to send an email notification to monitors when a learner begins this activity as part of a sequence.
  - **... When a learner submits a record.**  
Allows LAMS to send an email notification to monitors when a learner submits a record as part of this activity.
- **Lock When Finished:** This option is available on all Activities.
  - Enabling this option in *Data Collection* means that Learners will not be able to edit the records they have created after they click on "Next Activity." They are able to return to the activity to view their submissions.
  - If this option is disabled, Learners can revisit the notebook and add or edit records for the duration of the sequence.
- **Add Notebook...**
  - This option is available on all Activities. Enabling this option creates a Notebook as part of the Activity, which Learner's can use to reflect on the activity just completed. The reflections are personal (ie: not shared with other learners).

## Instructions



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**w of the Instructions tab. This is the same for all activities.**

The **Instructions** tab contains the same features for all Activities.

It allows the Author to create specific instructions for the activity, as well as upload files that may be useful for running the activity (ie: support documents, etc.). It is a resource that can be used by teachers who are running the sequence for their learners. (In the Monitoring Environment, the Instructions for an Activity can be viewed by double clicking the activity on the *Sequence* tab and then selecting the *Instructions* tab.

There are two types of Instruction possible, Offline and Online, depending on the mode that the teacher wishes to run the activity. The feature is useful for teachers who are sharing sequences with their colleagues as it provides an area where the Author can describe any learning objectives and/or the specific purpose of the activity.

## Data Collection Monitoring

### Summary Screen



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The **Summary Tab** for *Data Collection* provides an overview of each learner's contributions to the activity.

The screen displays the Learners name, login, number of records created and whether or not any notebook entries have been made.



The screen also displays the Advanced Settings dialog, which lists the advanced settings for monitor as defined in the authoring environment.

By clicking **View All Records**, monitors can view all of the submissions to the activity.

The **LAMS Records List** screen can be filtered according to Learner, and similarly to the Learning Environment, the records can be tiled across the screen by clicking on .

## Instructions



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w of the **Data Collection Monitoring Instructions** tab.  
In the Authoring Environment, Authors can use the **Instructions Space** to attach support files for a specific activity, or leave comments for other Monitors about how a given activity should be run.

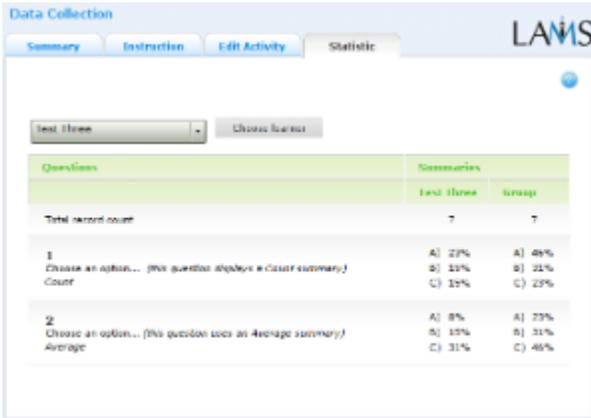
These comments and files can be viewed from here - the **Instructions Tab**.

### Edit Activity

Clicking the **Edit Activity** button opens a new screen identical to the *'Basic'* tab in the authoring environment.

! The **Data Collection** activity does not allow editing of the activity once a learner has entered it as part of a sequence.

### Statistics



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w of the **Data Collection Monitoring Statistics** tab.  
The **Statistics** screen for **Data Collection** displays either Average or Cumulative data for fields that have had the summary field selected in the Authoring environment.

The view can be configured to display individual statistics for each learner as compared to the cumulative statistics for the group.