Teaming K-12 Demo

Utopia Demo System

Teaming Library

Introduction

This workspace demonstrates a use for Teaming in both K-6 and 7-12 grade levels, including the user interface, custom forms and workflows, and class/student experience.

User Interface and Design

User-friendly applications are important to all software users, especially those associated with education. The interface for these landing pages and folders has been modeled after some of the more user-friendly applications on the market, so the site remains clear, concise, and uncluttered.

The four landing pages demonstrated in this document are the Main School landing page, Staff by Grade Level landing page, Teacher landing page, and Admin landing page.

Main

The Main page contains a few quick links to important places. The audience for this page is the student, parent, or parents of future students. At a glance, you can see the next few upcoming events and school news.

Staff by Grade Level

The *Meet the Staff* link on the Landing page brings you to the page shown in the image below, where you can easily get to know the teachers, administrators, or other staff of the school. The entry in the center is simply to demonstrate what types of content can be viewed from this page. Every page after the Main page is branded with the school logo, which also acts as a link back to the Main page.

Teacher

The teacher page is just a step down from the previous image. You select 1st Grade to see the First Grade page, where you can view short bios of the teachers and drill down further into information about classrooms.

Administrator

This area is used for additional staff information. *Lunch Services*, for example, links to the wiki maintained by the cafeteria staff and dietary specialist for the school. The link to this page comes from the Staff by Grade Level page.

Design

The design architecture is fairly simple. Classrooms are in grade levels. Grade levels are in the school. All of the site content down to individual student grades and class assignments i9 organized in relevant workspaces, folders, and sub-folders.

Keeping the architecture clean and simple is important when you implement access controls. The image below shows access controls at the class workspace level. Access to this area is currently granted to individual users. However, Teaming also allows for groups to be created and access rights give by group. For example, your access groups may be:

- First Grade Students
- K-6 Teachers
- School Administration
- All Teachers

Groups can be very helpful when you want to limit access at the folder level.

Configure Access Control

Configure Access Control ⓘ

Current Workspace: **Mr. Edward Gads**
Workspace Owner: **Admin Novell** *(admin)* [edit]

⊞-Workspaces // ⊞-Team workspaces // ⊞-Abraham Lincoln Academy (Charter School) // ⊞-Meet the Teacher // ⊞-1st Gr

This folder does not inherit its access control settings from its parent.

Inherit role membership from the parent folder or workspace? ⓘ
○ yes   ● no   [Apply]

✓ *designates the access control setting of the parent workspace*

Add User Names from Clipboard

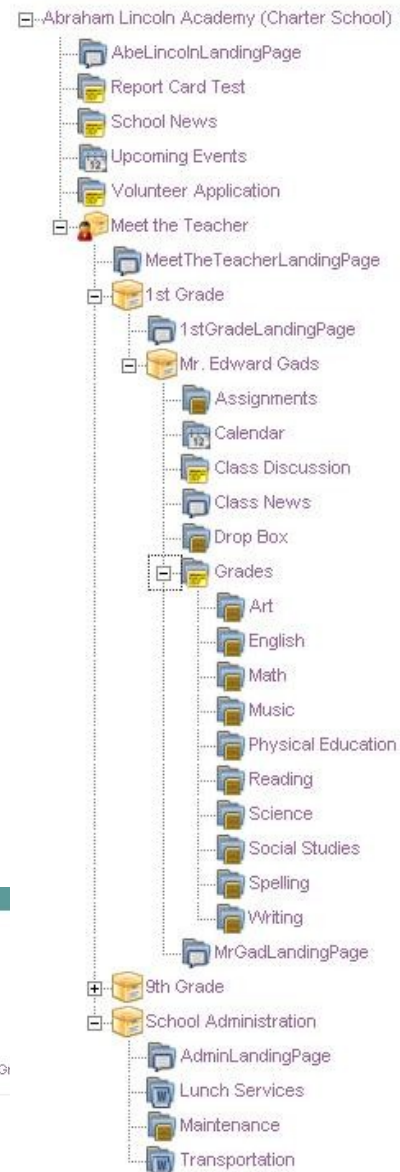|			Participant	Team Member	Visitor	Workspace and Folder Administrator
	Owner of Workspace or Folder		✓ ☑	☐	☐	✓ ☑
	Team Members		☐	☐	☐	☐
Add a Group ▾	Group Title	Group Name	Participant	Team Member	Visitor	Workspace and Folder Administrator
Add a User ▾	User Title	User Id	Participant	Team Member	Visitor	Workspace and Folder Administrator
	Angie Brown	abrown	☐	☐	✓ ☑	☐
	Bob Novell	bob	☐	☐	✓ ☑	☐
	Edward Gads	egads	☐	☑	✓ ☐	☐
	Morris Vankellen	mvankellen	☐	☐	✓ ☑	☐
	Polly Christensen	pchristensen	☐	☐	✓ ☑	☐
	Tina Novell	tina	☐	☐	✓ ☑	☐
Add an Application Group ▾	Application Group Title	Application Group Name	Participant	Team Member	Visitor	Workspace and Folder Administrator
Add an Application ▾	Application Title	Application Name	Participant	Team Member	Visitor	Workspace and Folder Administrator

[Save Changes]

⊟--Abraham Lincoln Academy (Charter School)
    AbeLincolnLandingPage
    Report Card Test
    School News
    Upcoming Events
    Volunteer Application
  ⊟--Meet the Teacher
    MeetTheTeacherLandingPage
    ⊟--1st Grade
      1stGradeLandingPage
      ⊟--Mr. Edward Gads
        Assignments
        Calendar
        Class Discussion
        Class News
        Drop Box
        ⊟--Grades
          Art
          English
          Math
          Music
          Physical Education
          Reading
          Science
          Social Studies
          Spelling
          Writing
      MrGadLandingPage
    ⊞--9th Grade
  ⊟--School Administration
    AdminLandingPage
    Lunch Services
    Maintenance
    Transportation

Custom Forms and Workflows

This demo includes the creation and implementation of four new custom forms and workflows which are also available on the Teaming Library (www.novell.com/teaming_library). The four forms are: Volunteer Application Form, Maintenance Request Form, Grade Report Form, and Report Card.

Volunteer Application Form

Conveniently linked from the Main landing page, this is the form for parents and mentors who want to volunteer at their child's school.

Maintenance Request Form

Maintenance requests are common in schools. The range of requests might vary from sanitation to IT. The school needs a form for parents and teachers to communicate these maintenance needs to the appropriate people. The workflow for this form provides immediate notification for individuals on its route. The submitter can see when the job is done.

Maintenance Request

Issue: *

Category:
- Custodial
- IT (computers)
- Grounds
- General Maintenance
- Other

Priority:
- ○ 1
- ○ 2
- ○ 3
- ○ 4
- ○ 5

Description

This text editor supports the following types of markup:

-[[entry title]] creates a link to another entry in this folder. Or, click the 🗄 editor toolbar button.

-==Section name== and ===Subsection name=== add sections and subsections to your text.

Attachment(s)

Browse...

Add more files...

[Submit] [Cancel]

Grade Report

Students love a one-stop shop for all their classroom information, including feedback on assignments and classwork. But controlling access is important for such sensitive information. The workflow provides controls restricting access to only the teacher and the student. You can also modify access to the Teacher only.

Grading Sheet

Student 's Name

Student Lookup *

People

▷ **Clipboard User Names**

Assignment	Due Date	Score (%)

Test		Score (%)

OK   Cancel

Report Card

The report card is intended to stimulate discussion about the things that Teaming can do. For implementation purposes, we did not incorporate Custom JSPs into this demo, but you can easily imagine a simple JSP to gather grades from the Grade Reports by student name and calculate a letter grade to populate the grades for the various subjects. For now this form is basic and requires manual entry. It simply provides a place for students and see how they're doing in class, confident that the same controls are in place as for the Grade Report.

The Classrooms

The classroom is the heart of the student-to-teacher and student-to-student collaborative experience. You'll notice news and calendar information specific to the class. The great thing about the Teaming calendars is that teachers can view, in their own personal workspace calendar, all the events from calendars located in workspaces they are a party to. Teachers and students can easily post and download assignments. The drop box uses a file folder with access controls to give students a place to submit electronic assignments. Discussion areas provide platforms for parent-to-student-to-teacher communication.

Workspace Roles

Students: Bob Novell, Tina Novell

1st Grade Teacher: Edward Gads

9th Grade Teacher: Angie Brown

School Administration: Morris Vankellen, Polly Christensen

Other Things To Note

The site uses a wiki with wiki style links for the Lunch Services folder under Admin.

Landing Pages are created mostly using Blog entries. This is one way to easily create some really great-looking pages. For tips, contact the teaming library at teaming_library@novell.com.

This demo will soon be an exportable/importable vertical application for quick implementation.