

Database Activity: Student Image and Video Submissions

This document provides step-by-step instructions on how to set up and use the database activity in your Moodle course. Students will be able to upload and add a description of their images as well as comment on their peers' entries. You can also grade students' submissions if you wish to do so.

The eConcordia/KnowledgeOne team provides you with two presets saved in Zip files:

- **econcordia_DatabaseActivity_MultiplePictures_Preset.Zip**
- **econcordia_DatabaseActivity_MultiplePicturesAndVideo_Preset.Zip**

Both contain predefined templates that allow users to enlarge images, rotate them, and display them with a black background. One of them enables students to upload videos and play them in Moodle. Students upload and add a description of their images/videos as well as comment on their peers' entries.

First, you need to save the files you want to use on your computer and import them into the database activity in your Moodle course as described in the following steps.

The set of fields in **econcordia_DatabaseActivity_MultiplePictures_Preset.Zip** preset include: Title, Description, Picture, and Other pictures for additional pictures. The fields in **econcordia_DatabaseActivity_MultiplePicturesAndVideo_Preset.Zip** preset include the same as above with the addition of the Your video field. You can use the template that best suits your needs.

Multiple pictures

View list View single Search Add entry Export Templates

Fields Presets

Field name	Field type	Required	Field description	Action
Other pictures	Textarea field	No		
Picture	Picture field	Yes		
Title	Text field	Yes		
Description	Textarea field	No		

Multiple pictures and a video

View list View single Search Add entry Export Templates

Fields Presets

Field name	Field type	Required	Field description	Action
Your video	File field	No	Record and upload a video	
Description	Textarea field	No		
Title	Text field	Yes		
Picture	Picture field	Yes		
Other pictures	Textarea field	No		

Table of Contents

Database Activity: Student Image and Video Submissions.....	1
How to Add the Database Activity to your Course	3
How to Use the Database Activity in your Course	5
Add an entry.....	5
View entries	7
Approve entries.....	8
Add a comment on an entry	8
Grade entries	9
How to Change Content in the eConcordia Presets	10
How to add a new field to the list of fields	10
How to add a new field to the template	10
How to modify the name of a field in the list of fields	12
How to delete a field from the list of fields	12
How to make a field required in the list of fields.....	13
How Students Upload their Work on a Database Activity.....	13

How to Add the Database Activity to your Course

1. Add a database activity to your course.
 - a. Select the **Turn editing on** button on the top right.
 - b. Select **Add an activity or resource** in the course section where you want to add the activity.
 - c. Select **Database** from the list of activities.
2. In the **General** section, complete the activity settings:
 - a. In the **Name** field (required field), enter the name of the database. It is displayed on the course main page.
 - b. In the **Description** field, enter the purpose of the database and give instructions for students.
 - c. Select the **Display description on the course page** field/checkbox if you want to show the description on the course main page.
3. In the **Entries** section, select the desired options:
 - a. You can select **Yes** from the **Approval required** drop-down menu if you want to validate the submissions before they are made visible to the class.
 - b. You can select **Yes** or **No** from the **Allow editing of approved entries** drop-down menu (if the previous step is done).
 - c. You can select **Yes** from the **Allow comments on entries** drop-down menu if you want students to comment on their peers' entries. As the instructor, you can add comments too.
 - d. You can select the number of **Entries required before viewing** from the drop-down menu if you want to require students to upload their entries before they can view their peers' entries.
 - e. You can select the **Maximum number of entries** you want to allow from the drop-down menu.

▼ **Entries**

Approval required	?	Yes ▾
Allow editing of approved entries	?	Yes ▾
Allow comments on entries		Yes ▾
Entries required before viewing	?	2 ▾
Maximum number of entries	?	5 ▾

4. In the **Availability** section, you can set the date and time to restrict when the activity is available to students (optional). *Note: After the date/time chosen in **Available to**, the activity will not be available to students and a message “**Sorry, this activity closed on and is no longer available**” is displayed, even if you add date/time to **Read only from**.*
5. In the **Ratings** section, if you want to provide a grade for students' submissions, select the rating type you want to use from the **Aggregate type** drop-down menu (e.g., average of ratings, count

of ratings, maximum rating, minimum rating, or sum of ratings). *Note:* You can select the ? icon to learn more about each type.

- Select the **Scale** type you want to use from the **Type** drop-down menu and enter the **Maximum grade** (e.g., 10).
- Select the **Grade** category, if it is already created in the gradebook.
- In the **Grade to pass** field, set the minimum grade required to pass (optional).

The screenshot shows the 'Ratings' configuration panel. On the left, there are labels for 'Roles with permission to rate', 'Aggregate type', 'Scale', 'Grade category', and 'Grade to pass'. On the right, the corresponding settings are displayed: 'Manager, Teacher, Non-editing teacher' for roles, 'Average of ratings' for aggregate type, a 'Type' dropdown set to 'Point' and a 'Maximum grade' input set to '10' for the scale, 'Uncategorised' for the grade category, and an empty 'Grade to pass' input field. There is also an unchecked checkbox for 'Restrict ratings to items with dates in this range:'.

- In the **Common module settings** section,
 - In the **Availability** field, choose if you want to show the database on the course page or hide it from students.
 - If you want students to work in groups, select the **Separate groups** (i.e., students can only see their own group, the other groups are invisible) or **Visible groups** (i.e., students work in their own groups, but can also see other groups) from the **Group mode** drop-down menu.
 - The grouping for the groups can also be selected from the **Grouping** drop-down menu.
- Select the **Save and display** button to save the database activity.
- Install the preset by importing one of the Zip Files.
 - Select the **Presets** tab.
 - In the **Import** section, import the Zip file in the **Import from zip file** field (e.g., drag and drop the file from your computer).
 - Select the **Import** button.

The screenshot shows the 'Import' section. Under the 'Import from zip file' heading, there is a 'Choose file' button with a red error icon and a 'Choose a file...' button. Below these, a list of files is shown, with 'econcordia_DatabaseActivity_MultiplePictures_Preset.zip' selected. At the bottom, there is a blue 'Import' button.

- d. Select the **Continue** button.

- e. Select the **Continue** button to confirm.

How to Use the Database Activity in your Course

Students use the **Add entry** tab to add their entries. The list of all entries is available in the **View list** tab and details of each entry are available in the **View single** tab. The **Search** tab can be used to look up entries using keywords.

Add an entry

1. Select the **Add entry** tab.
2. Enter information in the text fields.
3. Drag and drop an image in the **Picture field** or use the file picker icon on the top left of the **Picture field** to locate the file on your computer.
4. In the **Alternative text** field, enter a description of the image for people who are visually impaired and cannot see the image.
5. Select the **Save and view** button.





View list View single Search Add entry Export Templates Fields Presets

New entry


Title 1

Picture: 1

Maximum file size: Unlimited, maximum number of files: 1












Files




You can drag and drop files here to add them.












Alternative text

Description














HTML format 




Other pictures:


















Note: You can edit your entry by selecting **Edit** in the top right corner when viewing your entry using the **View single** tab.

Multiple pictures 



View list View single Search Add entry Export Templates Fields Presets

 Yamina Ettarres    Undo approval



Title: Group work
Description:
Group work improves student's engagement.

Added on Tuesday, 30 March 2021, 4:14 PM
Modified on Wednesday, 7 April 2021, 11:04 AM

Approved

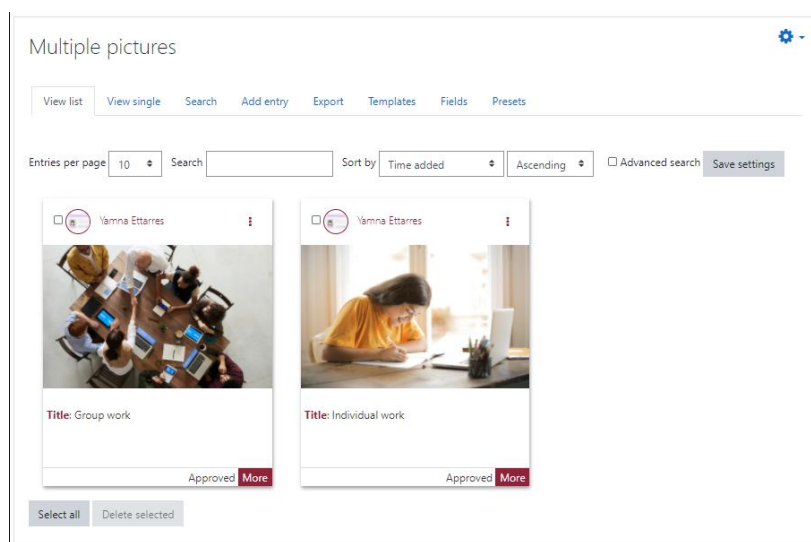
Average of ratings: -

View entries

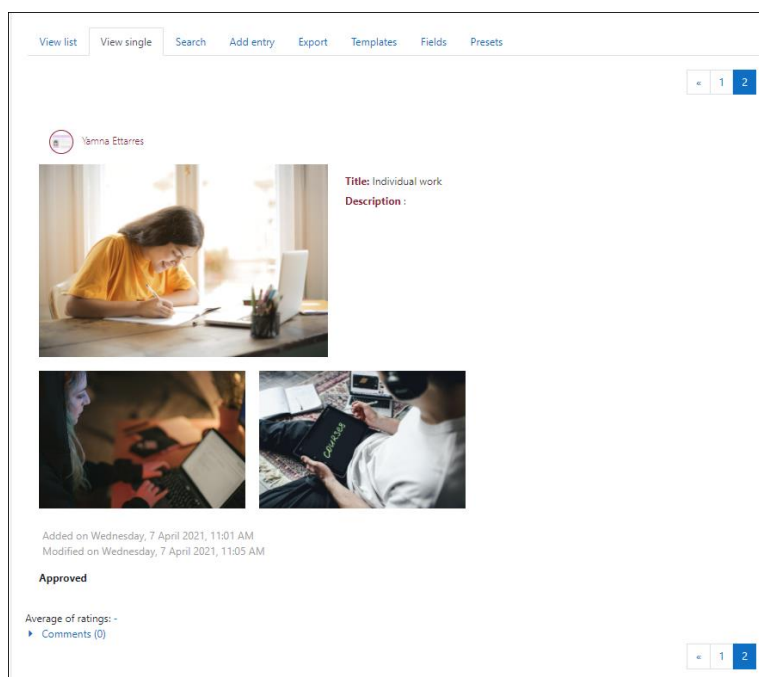
There are two display modes in which to view entries:

- The **View list** tab displays all entries on one page. You can select **More** on the bottom right of an entry to display the single view mode and get more information about that entry.
- The **View single** tab displays entries individually and provides more details about the entry. To navigate between entries, you can use the numbers or arrows.

View list tab



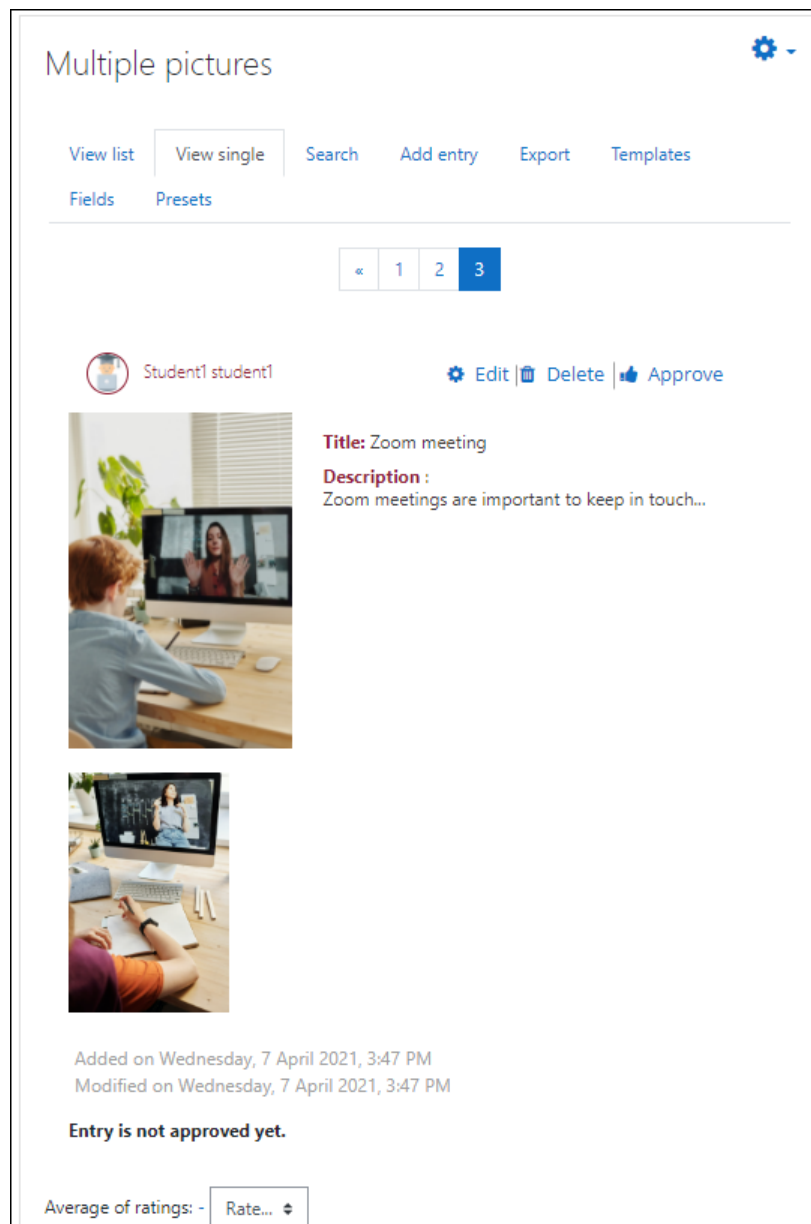
View single tab



Approve entries

If you selected the approval required option in **Step 3.a** above, you will need to approve each entry before it is visible to the rest of the class.

1. Select the **Approve** button on the top right of the entry.





Add a comment on an entry

1. If you selected **Yes** from the **Allow comments on entries** drop-down menu in **Step 3.c** above, students and instructors can add entries. They need to select the **More** button on the bottom right of an entry when in the **View list** mode or navigate to the entry using the numbers/arrows when in **View single** mode.
2. Select the **Comments** link below the entry.

3. Enter your comments in the text field.
4. Select the **Save comment** button.


[View list](#)
[View single](#)
[Search](#)
[Add entry](#)
[Export](#)
[Templates](#)
[Fields](#)
[Presets](#)

 Student1 student1



Title: Zoom meeting

Description :
Zoom meetings are important to keep in touch...




Added on Wednesday, 7 April 2021, 3:47 PM
Modified on Wednesday, 7 April 2021, 3:47 PM

Entry is not approved yet.

Average of ratings: -

▶ **Comments (1)**

 Yamna Ettarres - Wed, 7 Apr 2021, 3:49 PM
Good job

[Save comment](#)

Grade entries

If you have selected a rating option in **Step 5** above when defining the activity settings, you can provide a grade for students' entries.

1. Select the **View single** tab.
2. Select a value from the **Ratings** drop-down menu below the entry.
3. Navigate to the next entry using the numbers/arrows.

How to Change Content in the eConcordia Presets

The Database activity in Moodle provides four default templates: List Template, Single Template, Advanced Search Template, and Add Template. Templates are used to provide the content that is displayed respectively in the View list, View single, Search, and Add entry tabs.

You can add, modify or delete any field in the templates provided by the eConcordia team that are included in the presets. We recommend **not** to change the **Picture** and **Your video** fields.

Note: The eConcordia custom templates are for List Template and Single Template and **should NOT** be updated automatically by Moodle using the **Reset template** button.

How to add a new field to the list of fields

1. Select the **Fields** tab.
2. In the **Create a new field** drop-down menu, choose a new field type (e.g., **Text input**).
3. In the **Field name** field, enter the name (e.g., **Context**).
4. Select the checkbox **Required field** (optional).
5. Select the **Add** button.

The new field (e.g., **Context**) is added to the list of fields as shown in the following screenshot.

Multiple pictures with context

View list View single Search Add entry Export Templates Fields Presets

Field added

Field name	Field type	Required
Other pictures	Textarea field	No
Picture	Picture field	Yes
Title	Text field	Yes
Description	Textarea field	No
Context	Text field	No

Create a new field Choose...

Default sort field Time added Ascending Save

How to add a new field to the template

The sections below provide step-by-step instructions on how to add a new field to the template. You will need to add the new desired field(s) in the different templates (Add template and Single template are required, but List template and Advanced search template are optional) so that they are displayed when viewing entries (View list, View single), when adding a new entry, or when searching for an entry.

Add the new field to the Add template – Required step

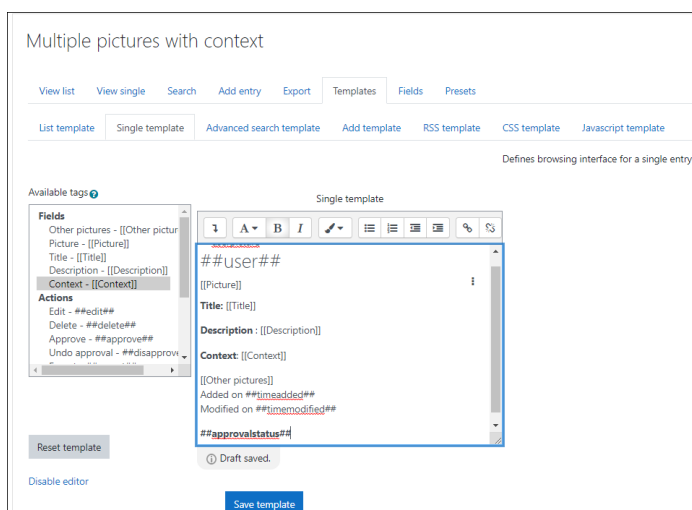
The new field is automatically added at the end of the template **Add template** (at the end of the table). Fields are presented using the format `[[fieldname]]`.

1. Select the **Templates** tab.
2. Select the **Add Template** tab.
3. Select the **Reset template** button on the bottom left. The new field is now added automatically to the table.
4. Select the **Save template** button.

Add the new field to the Single template- Required step

The new field is automatically added at the end of the template **Single template**. Fields are presented using the format `[[fieldname]]`.

1. Select the **Templates** tab.
2. Select the **Single Template** tab.
3. In the **Single template** textbox, add the new label and field name in the desired position in the template (optional).
 - a. Enter the new field in the desired position using the following format:
Label: `[[fieldname]]` (e.g., **Context:** `[[Context]]`).



- b. *Note:* You can also select the name of the new field under **Fields** in the **Available tags** list on the left. In the **Single template** textbox, you need to delete the field that was added automatically at the end of the template.
4. Select the **Save template** button.

Add the new field to the List template – Optional step

The new field is **not** added automatically to the template **List template**. You will need to add it.

1. Select the **Templates** tab.
2. Select the **List Template** tab.
3. In the **Repeated entry** textbox, add a label for the new field in the desired position.

- a. In the **Available tags** list, select the name of the new field under **Fields** (e.g., Context-[[Context]]).
4. Select the **Save template** button.

Add the new field to the Advanced search template – Optional step

The new field is **not** added automatically to the template **Advanced search template**. You will need to add it.

1. Select the **Templates** tab.
2. Select the **Advanced search template** tab.
3. Select the **Reset template** button on the bottom left. The new field is now added automatically to the table.
4. Select the **Save template** button.

How to modify the name of a field in the list of fields

1. Select the **Fields** tab.
2. Select the **Edit** button in the **Action** column.
3. In the **Field name** field, type the new name.
4. Select the **Save Changes** button.

Moodle will automatically change the name of the field in the **Single template** and **List template**. You need to change the labels if used. For the **Add template** and **Advanced search template**, you need to reset the templates using the following steps:

1. Select the **Templates** tab.
2. Select the **Add template** or **Advanced search template** tab.
3. Select the **Reset template** button. The field's name is updated automatically.
4. Select the **Save template** button.

How to delete a field from the list of fields

1. Select the **Fields** tab.
2. Select the **Delete** button in the **Action** column.
3. Select the **Continue** button.

Moodle will automatically delete the field in the **Single template** and **List template**. You need to delete the labels if used. For the **Add template** and **Advanced search template**, you need to reset the templates using the following steps:

1. Select the **Templates** tab.
2. Select the **Add template** or **Advanced search template** tab.
3. Select the **Reset template** button. The row in the table including the field is deleted.
4. Select the **Save template** button.

How to make a field required in the list of fields

If you would like to make adding content to a field mandatory, you can set that field as required.

1. Select the **Fields** tab.
2. Select the **Edit** button in the **Action** column.
3. Select the **Required field** checkbox.
4. Select the **Save Changes** button.

How Students Upload their Work on a Database Activity

The information below provides steps for students on how to upload their entries (i.e., image, video, and text) into database activity.

1. Select the **Add entry** tab.
2. Complete the available fields. *Note:* Some fields may be marked required while others are only optional.
3. Upload the main image in the **Picture** field (only one entry).
4. Upload the video in the **Your video** field (only one entry).
5. Upload the rest of the images in the **Other pictures** section.

The screenshot shows the 'New entry' form with the following sections:

- View list View single Search Add entry** (Navigation tabs)
- Title**: e-learning
- Description**: e-learning is a good approach for an interactive learning (Rich text editor with HTML format dropdown)
- Picture**: Maximum file size: 2GB, maximum number of files: 1. Shows a file upload interface with a thumbnail of a person sitting at a desk.
- Your video**: Maximum file size: 2GB, maximum number of files: 1. Shows a video upload interface with a thumbnail of a film reel.
- Other pictures**: Shows a gallery of multiple images, including a person's face and a person working at a desk.