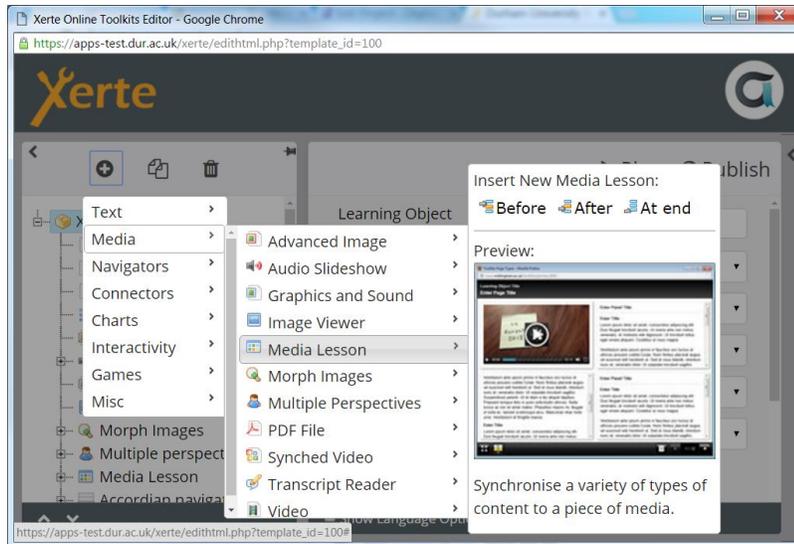


# Xerte

## Page types guide

### Introduction

Xerte provides a large number of template pages. An image and brief description of each appears when you hover over it (see the **Quick Start guide** for details).



This guide provides advice to help you decide which type of page to use. We suggest you review this guide while looking at the images and descriptions of the templates on Xerte.

In this guide, page types are grouped into the Xerte categories and labelled for quick reference:

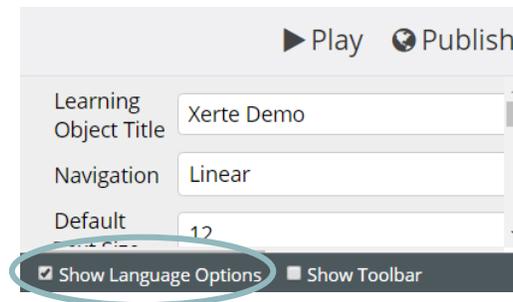
- Well-designed and engaging template likely to be useful in HE
- May be useful; no known issues
- Technical issues—avoid

## Quick tips

- ✓ You can see **Optional Properties** for pages by clicking the arrow at the upper right.



- ✓ **Optional Properties** vary from one template to another, but could include:
  - **Magnifier**: magnifies the section of an image that the user is hovering over (does not work on mobile).
  - **Transcript**: allows you to include a text transcript for audio or video content.
  - **Start Time** and **End Time**: determine when your uploaded video will start and end.
  - **Narration**: add an audio file to the page. Combine with **Auto-Play Narration**, which starts the audio as soon as the page loads, and **Navigate on Narration**, which automatically moves to the next page when the **Narration** is finished.
- ✓ Click **▶ Play** at any time to preview your project.
- ✓ Any item that includes the full text editor can support embedded images and video, hyperlinks and formatted text. See **Plain Text** below for details.
- ✓ Be sure to tick the **Show Language Options** box at the bottom of the screen. This will allow you to edit default text and instructions where applicable.



- ✓ Remember to click **Publish** before closing the editor.

## Text

### **Bullets**

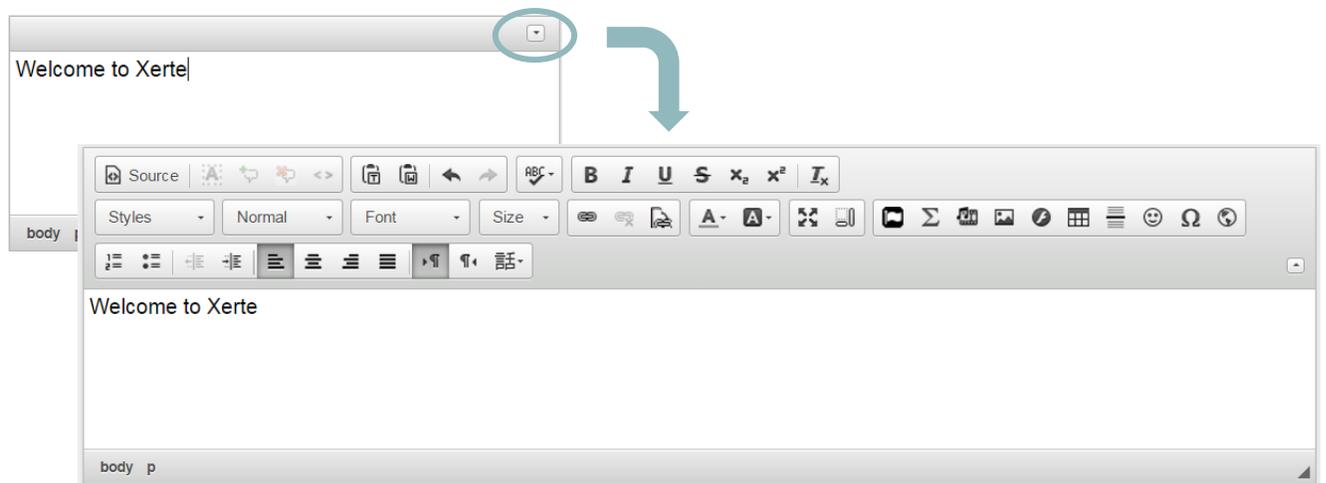
Bullet points appear automatically, one at a time.

### **Orientation**

Organise introductory information by heading.

### **Plain Text**

The fully functional text editor allows you to embed images and video from the internet (including Kaltura videos) as well as format text and add hyperlinks. Click the arrow to the right to expand the text editor options.



- ✓ Tip: To change text size, use **Styles** (rather than **Size**) to accommodate different devices.
- ✓ Tip: To include an image, click the **Image** button . Enter the url for a copyright-cleared image or upload your own image (see the **Media Browser guide** for details).
- ✓ Tip: To include video from another website, click the **Embed Media from External Sites** button . Enter the url for the video. You can also change the size and alignment.
- ✓ Tip: To paste embed code from another website, click  **Source** and then paste.
- ✓ Tip: To add icons, click the **FontAwesome** button . You may need to expand the window to see the **Ok** button at the bottom of the pop-up screen.

### **Summary**

Organise concluding information by heading.

### **Title Page**

Displays large, centred text.

## Media

### **Advanced Image**

This allows you to upload your own image and gives you optional properties like margins and a magnifier.

### **Audio Slideshow**

Upload an audio file, then use the text editor to create content to appear at certain times while the audio is playing. Please see the separate **Audio Slideshow guide** for full instructions.

### **Graphics and Sounds**

Show an image and an audio file, with options to include a magnifier or transcript.

✓ Tip: You need to add the **Sound** optional property to include audio.

### **Image Viewer**

Allows users to expand and zoom in on an image.

### **Media Lesson**

Upload audio or video, then set a number of different items to appear as the media plays. Please see the separate **Media Lesson guide** for full instructions. (See **Synched Video** for a simplified version of this page type.)

### **Morph Images**

Clicking on one image makes another image zoom in.

### **Multiple Perspectives**

Creates a multimedia gallery.

### **PDF File**

Display a PDF that you upload. (Note that security settings in some browsers may block this.)

✓ Tip: Users will be able to download the PDF from most devices.

### **Synched Video**

Synch a video with content from the text editor and uploaded images. Remember that the **Synch Point** is in seconds.

### **Transcript Reader**

Highlights text while an audio file plays. Remember that the **Synch Point** is in seconds.

### **Video**

Upload a video with options for: selecting start and end times; including narration; including a transcript; adjusting video size.

## Navigators

### **Accordion Navigator**

Allows user to expand and collapse panels of text editor content.

### **Button Navigator**

User clicks buttons to reveal text editor content.

### **Column Page**

Displays text editor content in multiple columns.

### **Embed Content**

Allows you to embed a clickable webpage or enter your own embed code.

- ✓ Tip: Embedding a webpage may not work in all browsers, so you might like to include the weblink separately as well (use the **Text** add-on under **Optional Properties**).

### **Hyperlinks**

Displays hyperlinks in boxes.

### **New Window**

Opens a webpage in a new window.

### **Slideshow**

User clicks arrows to reveal text editor content.

### **Tabbed Navigator**

User clicks tab titles to reveal text editor content.

### **Tabbed Navigator +**

User chooses a tab set to view, and then clicks tab titles to reveal text editor content.

### **Thumbnail Viewer**

Creates an image gallery.

## Connectors

### **Hotspot Image Connector**

User clicks an area of an image to be taken to another page in the Xerte learning object. Please see the separate **Hotspot guide** for full instructions.

### **Menu Connector**

Selected menu buttons are displayed.

### **Multiple Choice Connector**

Different answers to a multiple choice question take the user to different pages in the learning object. Please see the separate **Multiple Choice and Quiz guide** for full instructions.

## Charts

### **Basic Chart**

*While this page type is functional, it is not user-friendly. In most cases it would be more efficient to use an application such as Excel to build a graph, and then to upload the graph as an image into Xerte.*

### **Table**

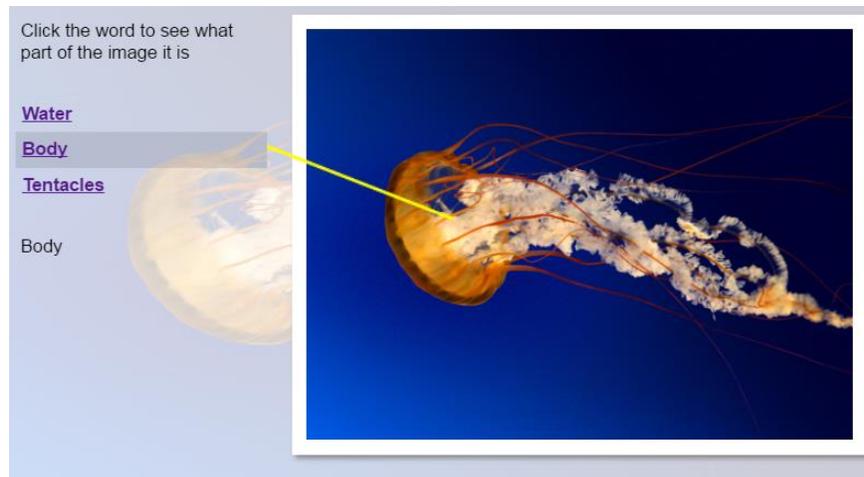
*While this page type is functional, it is not user-friendly. In most cases it would be more efficient to use an application such as Word to build a table, and then to copy and paste the table into the Xerte text editor.*

## Interactivity

### ★ Annotated Diagram

User clicks a word to reveal more detail, and a line or shape indicating the corresponding section of an image. Please see the separate **Hotspot guide** for full instructions.

✓ Tip: This page type may not appear on all smartphones.



### Button Sequence

User clicks buttons to reveal text editor content.

### ★ Categories

Create several categories and text items that fall into each. The user drags each text item into the categories and then checks answers to receive feedback.

### ★ Decision Tree

This allows you to create branching scenarios, where user choice takes them on different paths. Please see the separate **Decision Tree guide** for full instructions.

### Dialog

User answers a series of questions using free-response text, receiving hints for incorrect answers and feedback for correct. The next question appears when a correct answer is given.

✓ Tip: Only exact answers are accepted, so design the questions (and hints) to ensure that the user knows precisely what to type.

### Dictation

Upload an audio file for users to listen to. Users type into a text box as they listen. When finished, feedback is displayed.

✓ Tip: Users can pause and rewind the audio.

## ★ Drag and Drop Labelling

User drags and drops text items onto regions of an image. Please see the separate **Hotspot guide** for full instructions.

✓ Tip: You can choose whether the different image regions are highlighted or not.

## ☑ Gap Fill

User fills in the missing words in a piece of text, using either drag-and-drop or typing with hints.

## ☑ Hotspot Image

User clicks on different regions of an image to view text editor content. Please see the separate **Hotspot guide** for full instructions.

## ☒ Interactive Diagram

It is not recommended that you use this page type; the diagram editor is unstable and content from this page can bleed onto other pages. Instead, it is recommended that you create a diagram in another application (e.g. PowerPoint, Excel), save it as an image, and use another page type (e.g. **Hotspot Image**).

## ☑ Interactive List

Users click on text to reveal text editor content.

## ☑ Interactive Text

Categorise different words in a piece of text for user interactivity. Instructions are included in the template textboxes.

✓ Tip: Use the **MCQ** (Multiple Choice Question) or **Find** options under **Interactivity** to automatically generate quizzes using your word categories. (See **Optional Properties** for more **MCQ** options.)

## ☑ Inventory

This allows you ask users a series of questions where the answers are assigned to predefined categories. At the end, a chart of the user's responses is displayed. Please see the separate **Inventory guide** for full instructions.

## ☑ Matching Texts

Users drag and drop text to complete sentences, with hints if incorrect.

✓ Tip: You can also add images, but be sure that they are resized to accommodate the page. You can resize an image by right-clicking and selecting **Image Properties**.

## ★ Model Answer

This page allows the user to type in a response, then view generic feedback. Xerte saves all user responses during a session and displays them to the user in **Model Answer Results**.

## ★ **Model Answer Results**

Displays user responses to all **Model Answer** pages, with the option to copy responses.

- ✓ Tip: Note that the button to copy all responses does not work on mobile devices. If users need to copy the text, ask them to do this manually in the **Instructions**.
- ✓ Tip: This could be useful for more qualitative subjects where users would benefit from putting their ideas into words, considering more complex questions, or reflecting on the content. Responses could then be pasted into a blog, wiki, discussion board, etc.

## **Modify Exercise**

User corrects content with an error in it, then views a model answer.

## **Multiple Choice Question**

A single multiple choice or multiple response question.

## ★ **Quiz**

A series of multiple choice or multiple response questions for which the user receives a score at the end. Please see the separate **Multiple Choice and Quiz guide** for full instructions.

## **Sortable Grid**

Users sort content by row and/or column in a grid.

- ✓ Tip: To assign labels to the rows/columns in the grid, go into **Optional Properties** and choose **Header Row/Column**.
- ✓ Tip: To use the full text editor, double-click on a grid cell. Note that using images may cause issues with the grid in some browsers.

## **Stimulating Question**

Provide a question or content for the user to consider. They click a button to view feedback.

## **Timeline / Matching Pairs**

Users match content to titles.

## Games

### **Hangman**

Traditional rules! The user types letters until a word is spelt or the hangman drawing is complete.

✓ Tip: Be sure to include a prompt so that the user knows what to do.

### **Memory Game**

You create pairs of words and images. As in Concentration, the user flips two cards over at a time. If the word and image match, they are taken out of the game; if they do not match, all of the cards are turned over and the user tries again.

**Memory Game** may not work on some smartphones.

✓ Tip: Note that the image may be skewed if its dimensions are different than the 'card' dimensions.

## Misc

### **Delicious Bookmarks**

This feature is not currently functional.

### **Flickr Slideshow**

Enter a search term to display the latest Flickr images that correspond to that term.

- ✓ Tip: The Flickr feed shows **any** images that include the search term in the title or description, so use this feature with caution.

### **QR Code**

Enter a web address to create a QR code and short url. You can take a screenshot of the QR code to use in other places. Note that the short url does not appear on all browsers.

### **RSS Feed**

Designate an RSS feed to display; the latest feed items will appear.

### **YouTube Feed**

This feature is not currently functional. (NB as with the Flickr slideshow above, this is meant to show **any** videos that correspond to your search term.)

### **YouTube Video**

Shows a specific YouTube video.

- ✓ Tip: You can also use the embed code from YouTube (or other video hosting sites) to include a video via the text editor.