BioBeo Dashboard Guide for Educators

BioBeo

Innovative Education for the BioEconomy

Co-funded by
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BioBeo

Project factsheet

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Disclaimer of warranties

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Abbreviations

POI: Point of Interests

Purpose

The purpose of this document is to serve as a guide for teachers, educators, and school staff. Its aim is to help them fully utilise the BioBeo Learning Tools (App and Dashboard) in their teaching. The document covers the basics of how the BioBeo Dashboard works, explaining the different features available for creating quiz-based routes. It details how to create routes for interactive learning before taking students on a learning adventure, and it also explains how to use quizzes in various teaching scenarios. Additionally, it describes how teachers can manage routes and quizzes using the BioBeo Dashboard features, which will be reflected on the BioBeo Learning App designed for student use.

Devices Supported: Desktops and Tablets.

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1. Introduction

The BioBeo Learning Dashboard, is an innovative tool designed specifically for educators and teachers to create engaging, route-based quizzes. This simple platform allows teachers and educators to design interactive learning experiences that are seamlessly integrated with the BioBeo Learning App, developed for use by students to explore, and learn concepts in bioeconomy through nature.

1.1. Advantages of the BioBeo Learning Dashboard

- ***Enhanced Engagement:*** The Dashboard enables teachers and educators to create interactive, quiz-based routes that transform traditional lessons into dynamic learning adventures. By integrating these quizzes with real-world nature exploration, students remain actively engaged and motivated.
- ***Personalized Learning:*** Tailor the quiz content and routes to meet the diverse needs and learning paces of students.

1.2. Utilizing the Dashboard in Different Teaching Scenarios

- ***Field Trips and Outdoor Learning:*** Enhance field trips with pre-designed quiz routes that guide students through specific learning objectives related to bioeconomy. As students navigate through nature, they can answer quiz questions that reinforce their understanding of key concepts such as sustainability, biodiversity, and resource management.
- ***Classroom Integration:*** Incorporate the tools into your regular classroom activities. Use it to create quizzes that complement your lessons, offering a mix of indoor and outdoor learning experiences. This blended approach helps solidify theoretical knowledge through practical application.
- ***Project-Based Learning:*** Design long-term projects where students use the BioBeo Learning App to complete quiz-based routes as part of their research and presentations. This hands-on method promotes critical thinking, problem-solving, and a deeper understanding of bioeconomic principles.
- ***Homework and Remote Learning:*** Assign quizzes and routes as homework or for remote learning scenarios. The tools ensures that learning continues beyond the classroom, providing students with interactive and meaningful assignments that can be completed at their own pace.
- ***Seasonal and Thematic Units:*** Develop quizzes and routes around seasonal changes or specific themes, such as the impact of climate change on local ecosystems. This approach not only makes learning more relevant and timelier but also helps students connect classroom knowledge with real-world environmental issues.

The BioBeo Learning Dashboard empowers educators to create rich, interactive learning experiences that captivate students and enhance their understanding of bioeconomy through nature. Embrace this tool to revolutionize teaching methods and inspire the next generation of environmentally conscious learners.

Note: The information that will follow is colour coded based on the areas highlighted within the images with different colours. Please use the image number as the reference, and the colour coded text.

2. Registering and Login

To get started, use the following link: https://dashboard.biobeo.eu/

The link will navigate to **BioBeo Dashboard Login** page *(Image 1)*. The initial language setup is set as **English**. If you want to change the language, click on the **Language dropdown** arrow on top right corner and select from the available list of languages. If the language you are looking for is not available, you can use the browser translation extension. For this, you will have to go to the settings of your device browser (Chrome/ Firefox/ Edge/ Others) and install the extension.

To Register click on **Sign Up here**. This will take you to **Create Account** page *(Image 2).*

(If you have already created an account, you can use your login credentials and start using the **Dashboard**.)

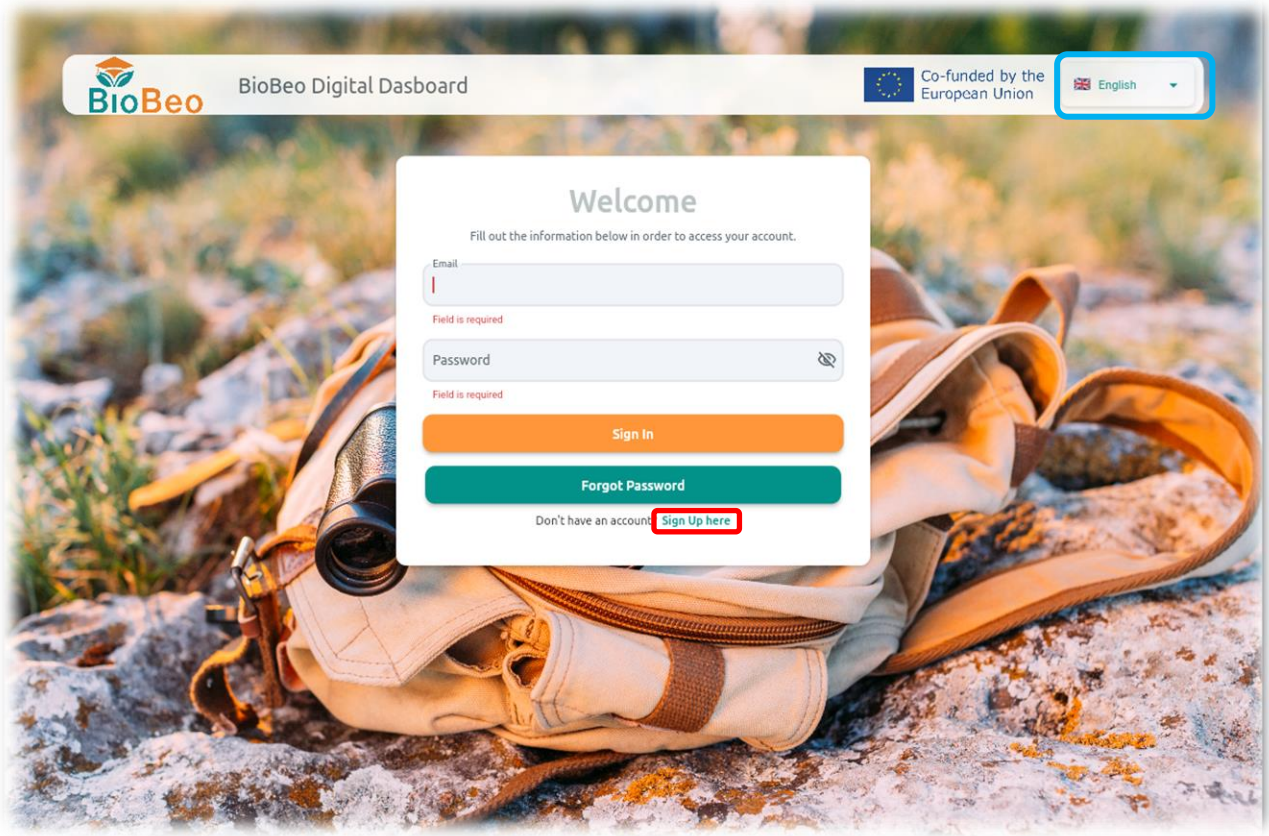

Image 1: Login Page

On the **Create Account** page, fill in all the details, and click on the **Create Account** button. This will take you to the **Dashboard Home** page.

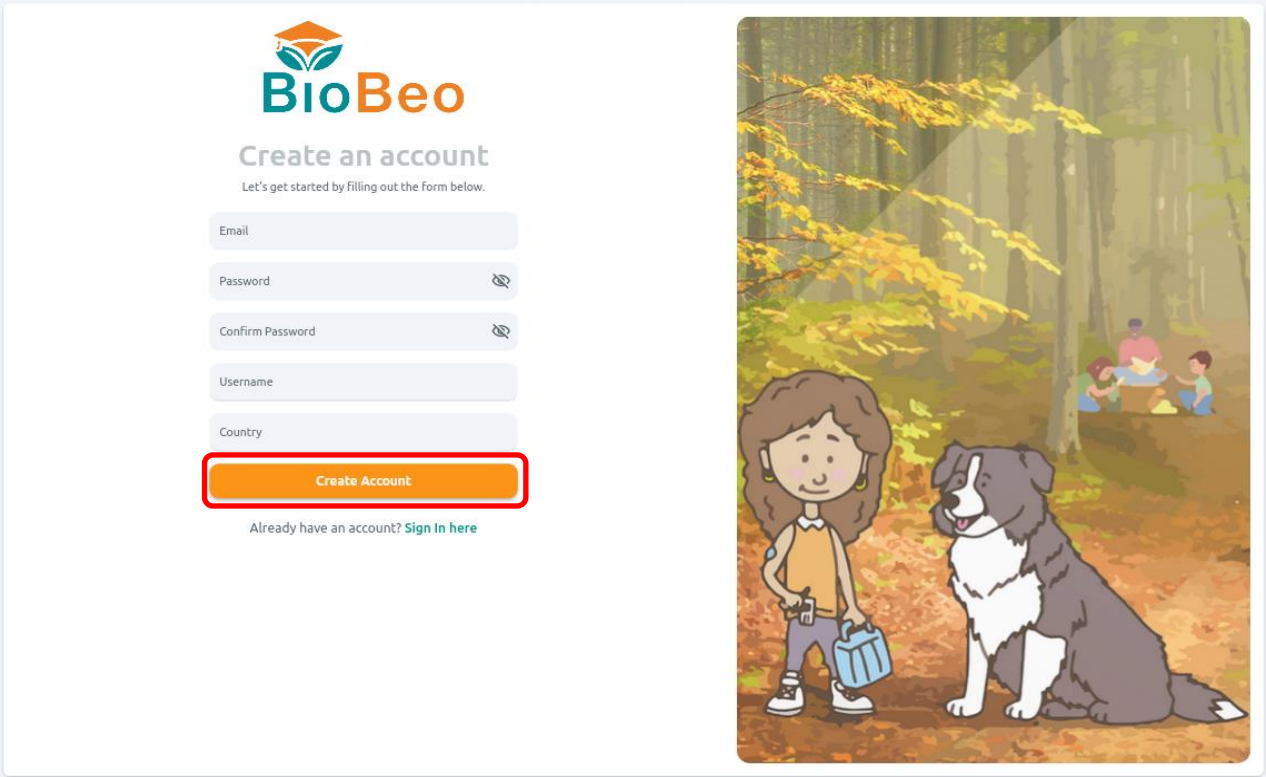

Image 2: Create Account Page

Good Practice Tips: It is always good to take a note of your Credentials/ Login information.

Note: The Email address gets authenticated. If you use a fake email address you will not be able to Login again using that email address, and the dashboard may not allow you to complete creating routes or other functions.

3. Dashboard

The **Dashboard Home** page consists of 4 areas. The **Account Information**, the **Overall Statistics**, **List of Routes**, and the **Side Navigation**. It also allows to **Logout** *(Image 3).*

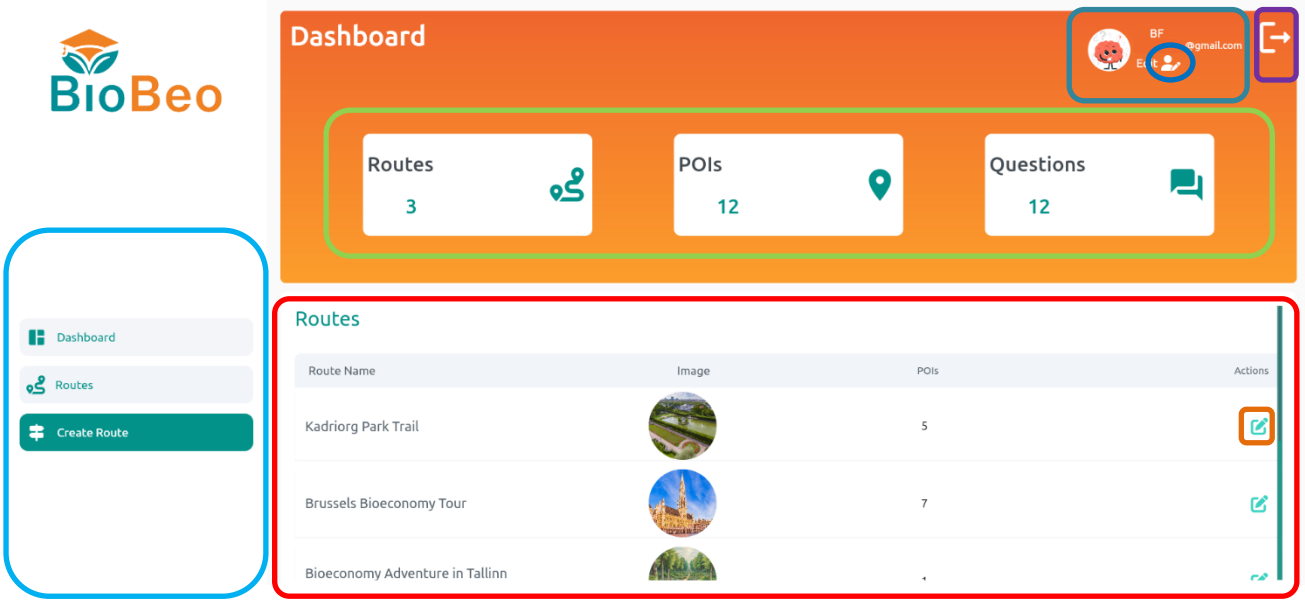

Image 3: Dashboard Home Page

3.1 Account Information

The **Account Information** displays your username, profile image, and email address. You can change your profile image and password by clicking on the **Edit Icon** button which leads to **Account Information** Page *(Image 3)*.

3.2 Statistics

The **Statistics** area will display the total number of routes, POIs (Point of Interests), and the questions in the database.

3.3 Side Navigation

The **Side Navigation** allows to Create Route, check list of Routes and associated POIs, and Quiz Questions; and navigate back to **Dashboard Home** Page.

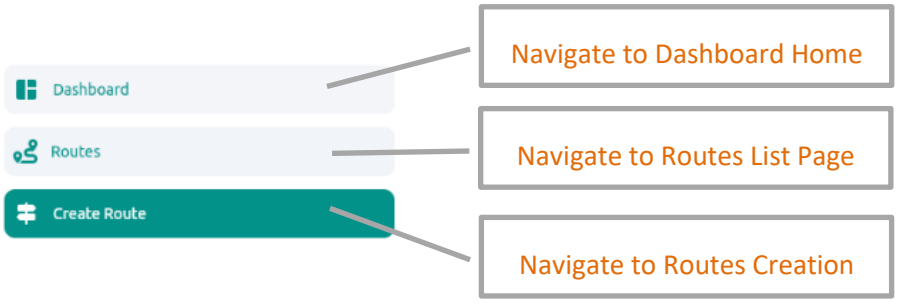

Image 4: Side Navigation

3.4 Routes

The Routes area displays the list of routes created. It also gives a general idea of how many POIs are associated with that route, the route image, and allows for the editing the route information by clicking on the respective **Route Edit Action**.

4. Account Information

The **Account Information** page displays username, email address, country, and profile image. Here you can change your password and profile image.

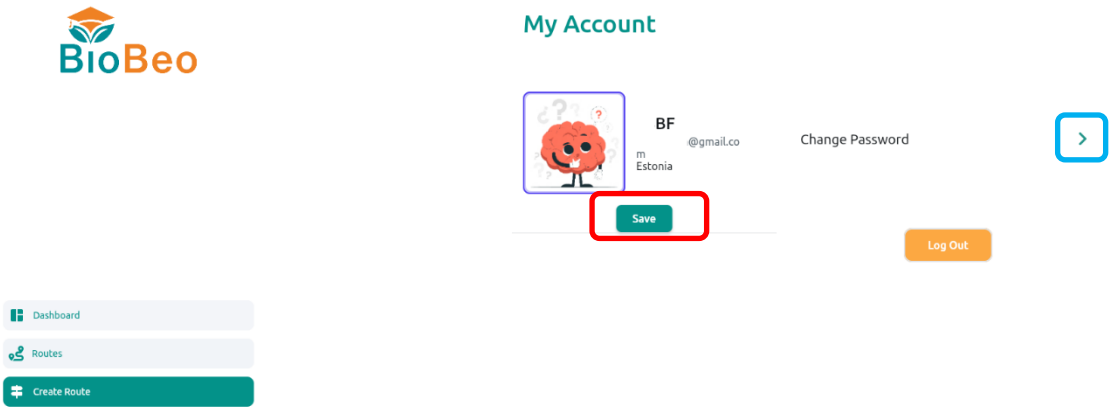

Image 5: Account Information Page

4.1 Changing Profile Image

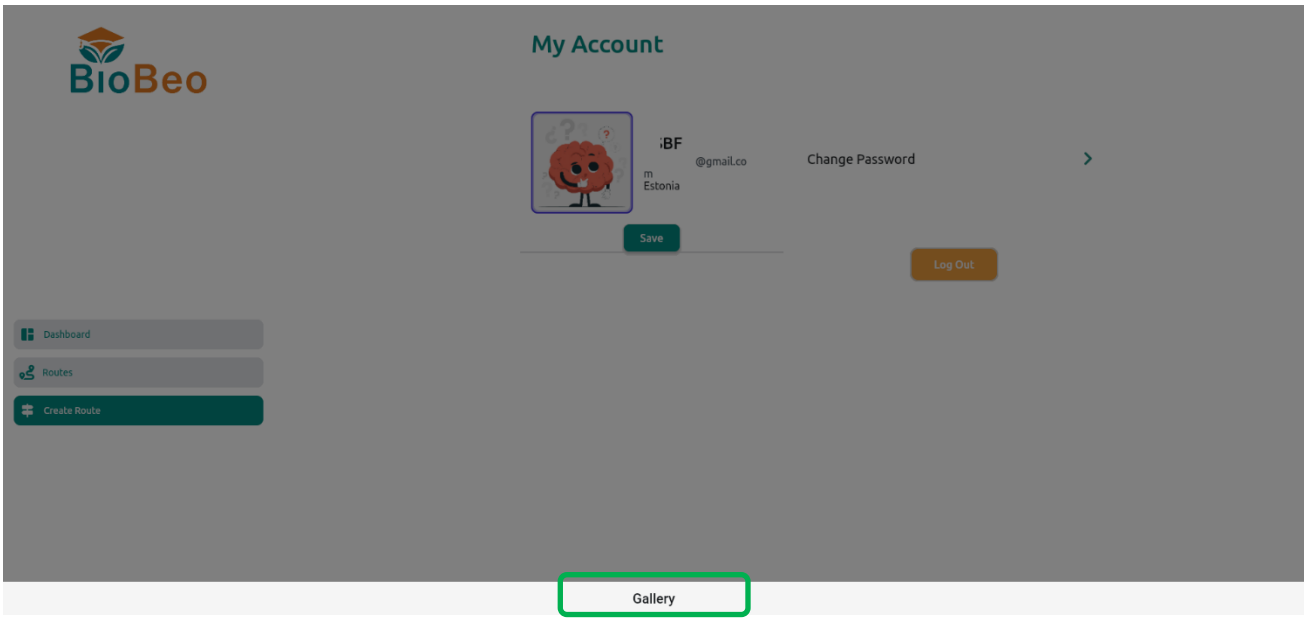

Image 6: Gallery Screen

To change the profile image, click on the **Image** *(Image 5)*, it will prompt to add image from gallery. Click on **Gallery** *(Image 6)* at the bottom of the screen select the required image from the folder and the click on **Save** button. It is important to click on **Save** Button. The image will show up once you go back to the dashboard.

4.2 Changing Password

To change the password, click on the **Arrow Icon** *(Image 5)*. This will navigate to **Forgot Password** page. Here you will have to enter your email ID and click on **Send Link** button for emailing you the link to change password. You can navigate back using the **Back Arrow** *(Image 7)*.

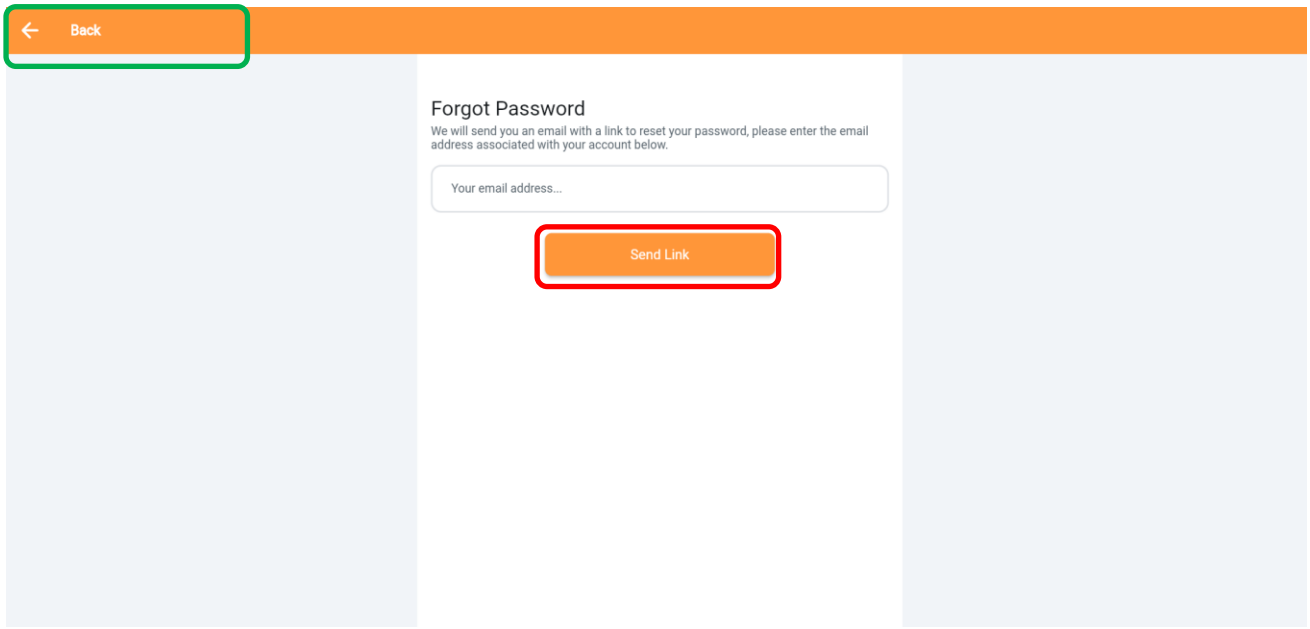

Image 7: Forgot Password Page

5. Forgot Password

In situations when you forget the password for logging in, you can click on the **Forgot Password** on **Login** Page *(Image 8)* and follow the instructions same as changing password.

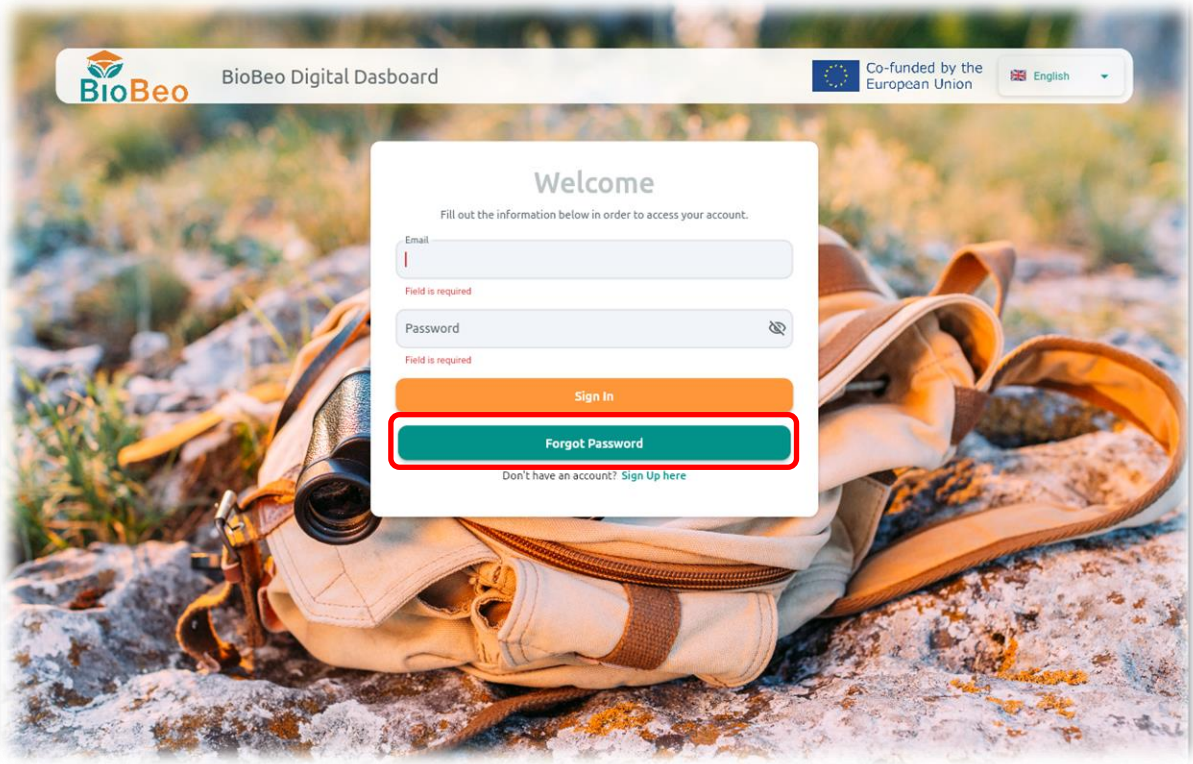

Image 8: Login Page

6. Creating a Route

The route creation process is setup as multi-step form, and consists of 4 steps. *Create Route> Create POI> Create Quiz> Add Questions*. As such, it is always a good practice to complete the route setup once you start creating the routes. Therefore, it is important that you have all the information ready while creating a route.

A gist of information needed while creating a whole route with quiz (Will be explained further in instructions that will follow):

- Names/Titles
- Images
- Descriptions
- URL links
- Coordinates/ Places
- List of questions, answers and related

To get started with creating a route, on the **Dashboard Home** page, go to **Side Navigation** and click on **Create Route** button. This will navigate to **Create Route** page.

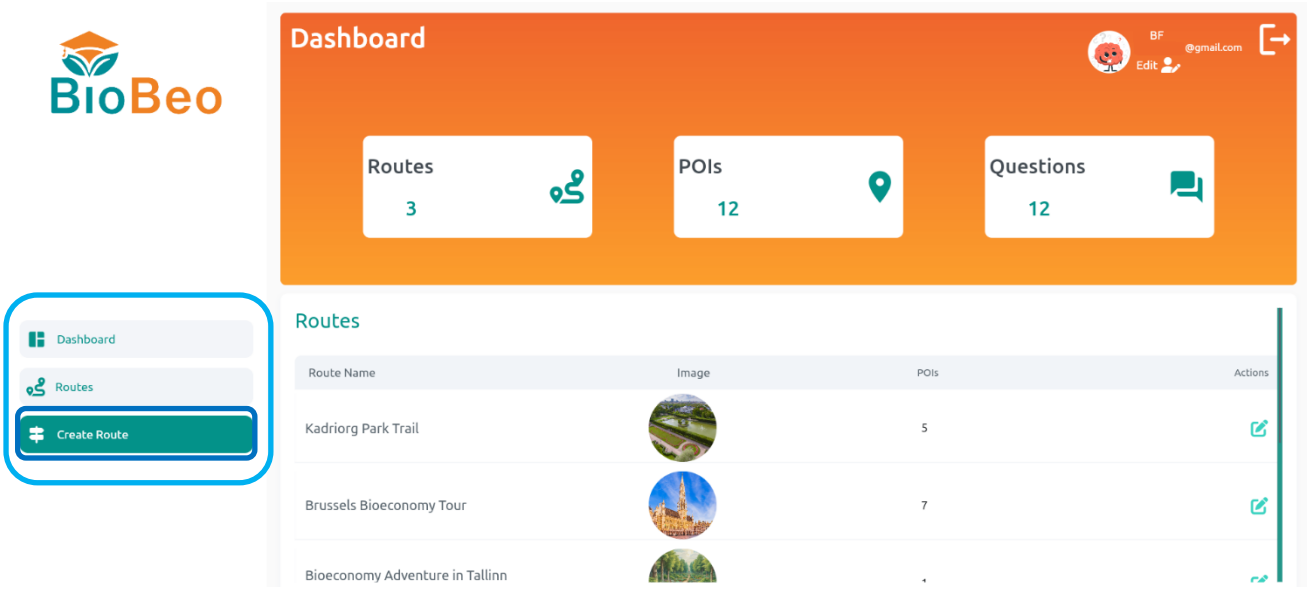

Image 9: Dashboard Home Page

6.1. Create Route

The **Create Route** page form consists of various fields, for which you will need to prepare the information in advance *(Image 10)*.

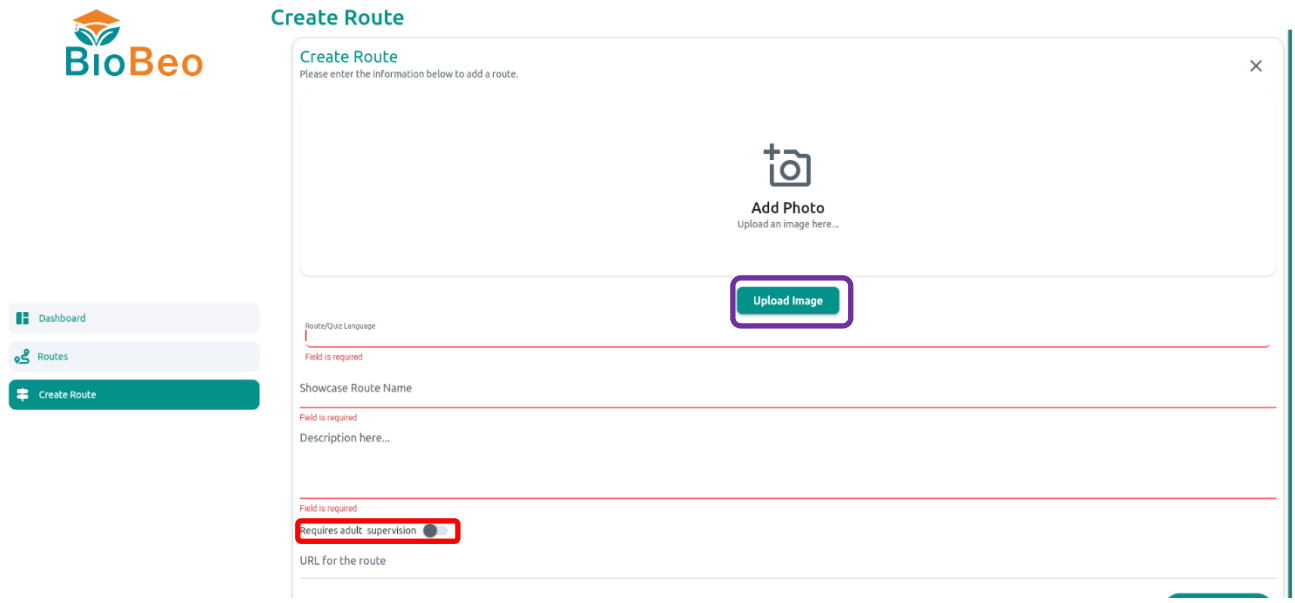

Image 10: Create Route Page

Fields Required:

- Image: An image that will be displayed on the Route List information. To upload the image, click on **Upload Image** button, this will show a prompt with Gallery at bottom. Click on the **Gallery** button and upload an image from a folder on your device.
- Route/ Quiz Language: The route/ quiz language is the language you will be using for the route/ quiz. If you are entering the information about the route in Eesti, then enter Eesti. Similarly, if you are entering the route/quiz information in French or Irish Gaelic, then enter French or Irish Gaelic. This is so that the students can filter the routes on the BioBeo App based on the languages itself.
- Showcase Route Name: This is the name you would like to give your route based on what you are teaching or the location or similar aspects.
- Description: This is the general overview of what the route entails, and what is the scope of the route.
- Requires Supervision: The **Required Supervision** *(Image 10 and 11)* toggle switch is to mark if there is requirement of adults to accompany the students on the route you are creating for their safety. If yes, switch ON the toggle, if not, leave it as it is.
- URL for the route: In the URL link field, you can add any web link you think is informative and supportive of the route you are creating.

Image 11: Adult Supervision Toggle

Once you fill in all the details, you can then click on the **Create Route** button *(Image 12)*. Your first step of creating a route will be completed and you will be directed to **Create POI** form page.

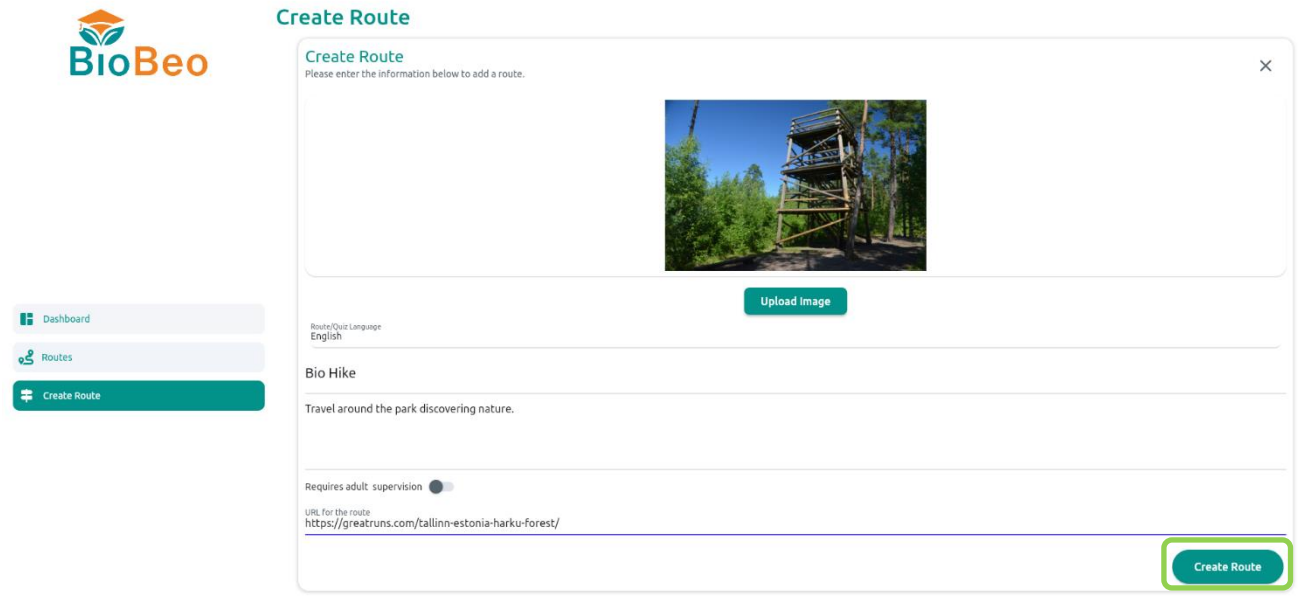

Image 12: Create Route Filled Form

Good Practice Tips: It is always good to have all information for creating a route ready, and to complete the route creation process once you start.

Note: Be mindful of the Route Names already created, and to enter all the information.

6.2 Create POI

The **Create POI** form page allows to setup point of interests (POIs) for your route. When the Dashboard directs to the **Create POI** form page, it will ask for accessing device location information *(Image 13)*. The access dialogue may appear different based on the browser you are using. Ensure that you allow the device location access, as this will enable the Map.

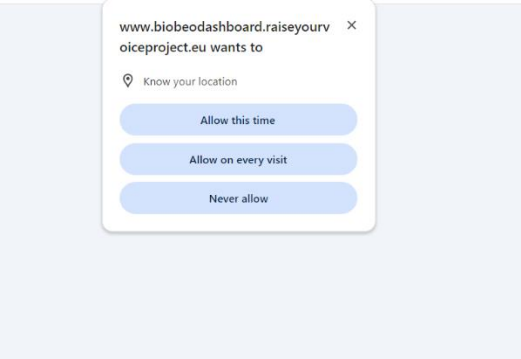

Image 13: Screen requesting location access

A route can have multiple POIs and different quizzes associated with those POIs. To get an idea, you can refer to *(Image 14)*. As a good practice, it is important to finish adding information of each POI and quiz/ questions associated to it first, before adding second POI and its related quiz.

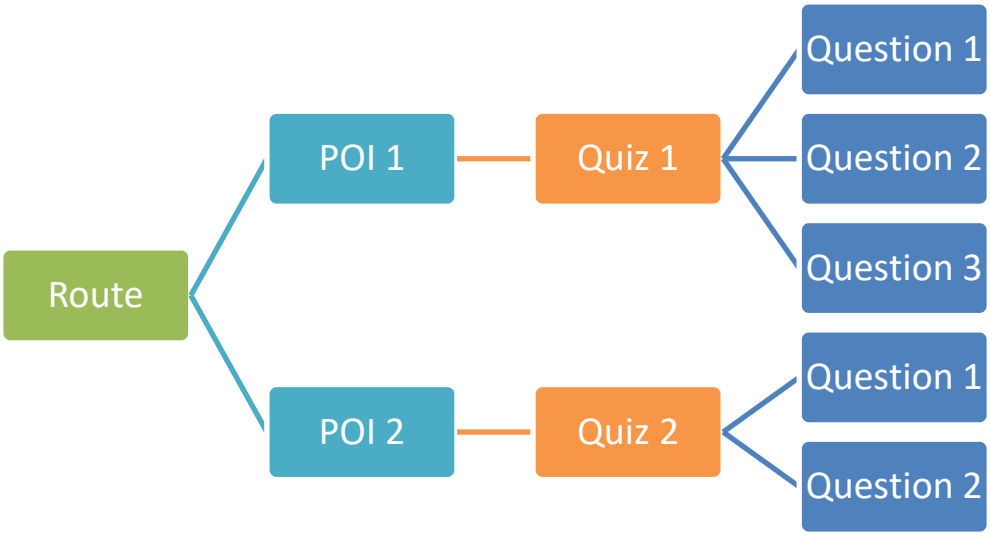

Image 14: Route Creation Process Outline

To complete the **Create POI** form fields you will require the following information ready *(Image 15)*:

- POI location name/ coordinates: This is the POI location along the route you are creating. If you have the name of the location or coordinates you can enter them in the **Search bar** on the map and click on the **Search** button. This will show your POI on the map as a map marker and update the **Location** field on the form. If you want to add a POI with a specific location, you will need the coordinates of the location for this, you can use Google Maps to obtain the information and then create the POI. On **Google Maps**, look for the location you want to use as a POI, take your mouse pointer to that location and then right click on your mouse. This will provide you with information about the **location coordinates** which you can use while creating the POI *(Image 16)*.

- POI Name: This is the name of the POI you are creating. You can name it based on the function of the POI you are creating.
- Description: Here you can give information about the POI for students to understand why that POI was chosen.
- URL Link: You can add any informational link suited with the POI to enhance students' knowledge.
- Type: This is where you select the topic of the POI from the dropdown list.

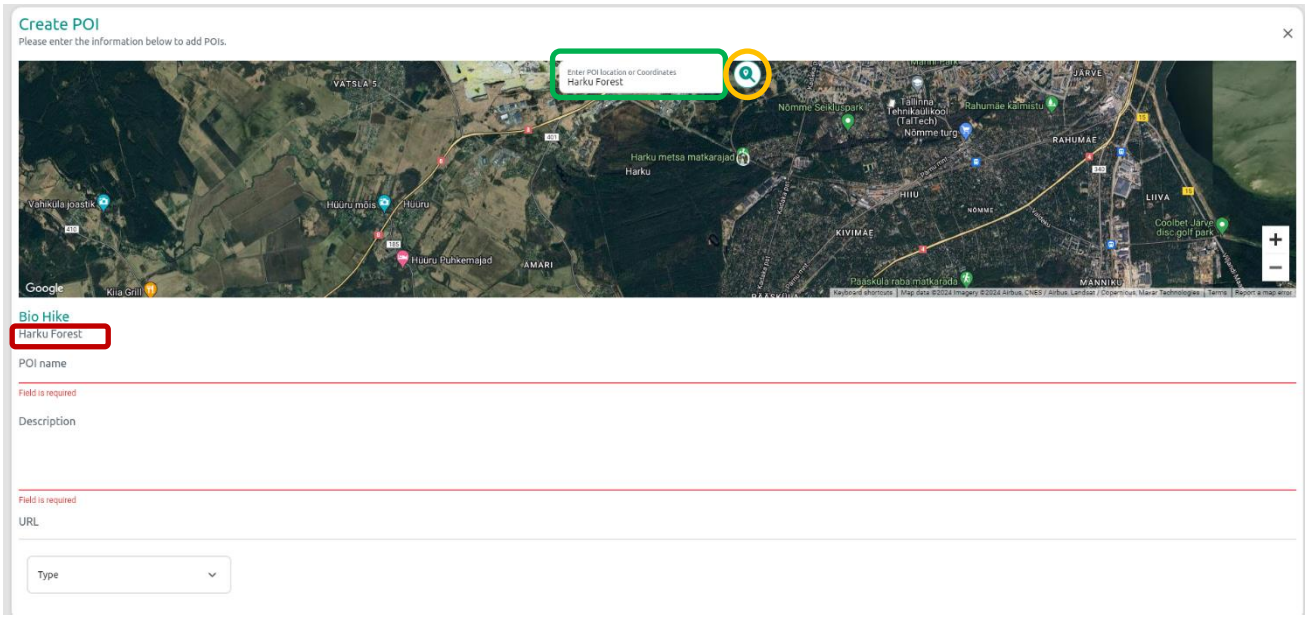

Image 15: Create POI Form

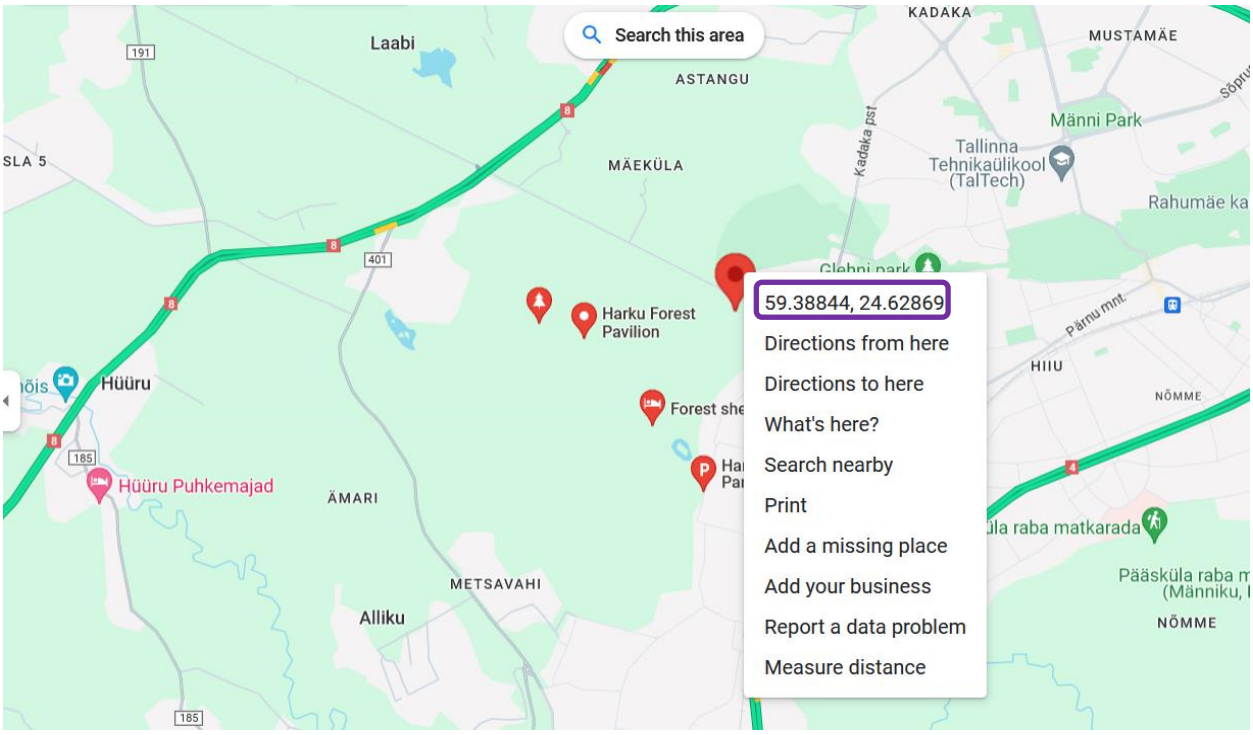

Image 16: Google Maps Coordinates

Once you are done, you can click on **Add POI** button at the bottom, which will let you know if the POI was added successfully. If there is an error, ensure all fields are entered properly. To move to next step in process click on **Add Quiz** *(Image 17)*. If you just add the POI and not the quiz, this will not appear on the dashboard, but the this will update the information in the database.

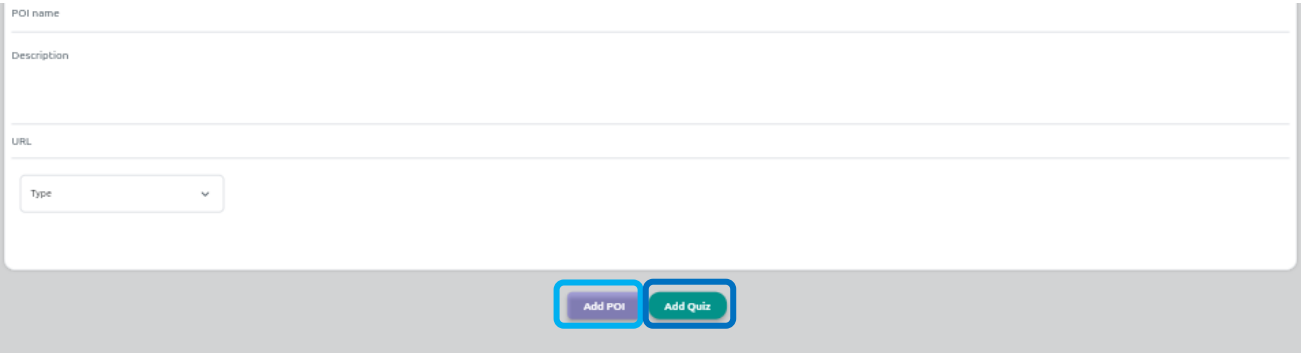

Image 17: Add POI and Quiz buttons

Good Practice Tips: It is always good to add the POI and then add the quiz to that POI, as this will ensure that the process is complete.

Note: It is important to click on Add POI before clicking on Add Quiz.

6.3 Create Quiz

The **Create Quiz** form page is simple, where you add the name for the quiz, and description providing students with the context for the quiz *(Image 18)*.

Fields Required:

Quiz Name: Name for the quiz or the quiz topic.

Description: Context for the quiz.

Once done you can click on **Add Questions** button to add questions to the quiz.

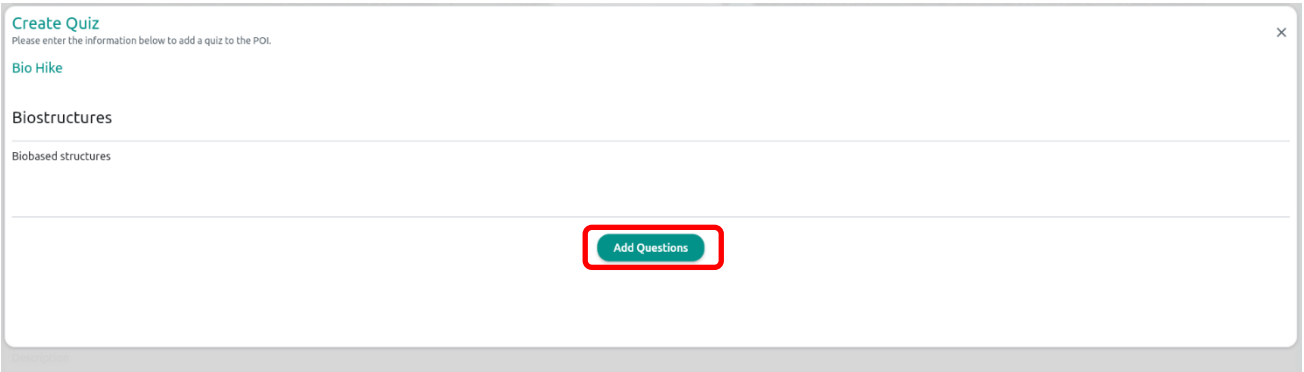

Image 18: Create Quiz form

6.4 Add Questions

Add Questions form consists of many fields, and you need to be careful while entering the information *(Image 19)*. Unlike the **Create POI form** page, here you can add multiple questions as part of the same quiz. The fields required for Add Questions form are:

- Image: Uploading image is similar to the upload image in **Create Route** *(Image 20)*. Upload an image related to your question here.
- Question: The question you want to add for the users to answer.
- Description: This can context for the question, helping users to answer the question.
- URL Link: This can be information link related to the question.
- Answer options: The question is setup to be answered as multichoice, where only one answer can be correct. You will need to provide minimum 4 answer options. 5th is optional. To mark the correct answer, check the box aligned with the answer option. For example, in *(Image 21)* "Wood", that is **option B** is the correct answer, therefore, the box aligned with option B is checked. Please note, only one answer can be set as correct answer.
- Correct Answer: In the **Correct Answer** field, you must re-enter the answer that is correct. Ensure that the text is same as the one you have entered in the options area, as the field is case sensitive. So, if in your options area, the correct answer is set as "***Wood***," you should enter "***Wood***" and not "***wood***." Easiest way is to just copy paste.
- Answer Explanation: In **Answer Explanation**, you can provide explanation for the correct answer, why the answer is correct, etc.

Once you are done, double check all the information and click on **Add Question** button *(Image 21)*. This will add the question, as well as reset all the fields for you to enter another question to the quiz. When the form fields get reset, the Answer options checkboxes also get reset, and show as checked for all checkboxes ☑. So, when you add another question be mindful of it, and uncheck boxes for options that are incorrect. You can add multiple questions using the **Add Question** button for one quiz.

Good Practice Tips: Ensure you enter all the required information and double check all the fields.

Note: Please be aware about the case sensitive Correct Answer field, and with the checkboxes, especially when the form gets reset.

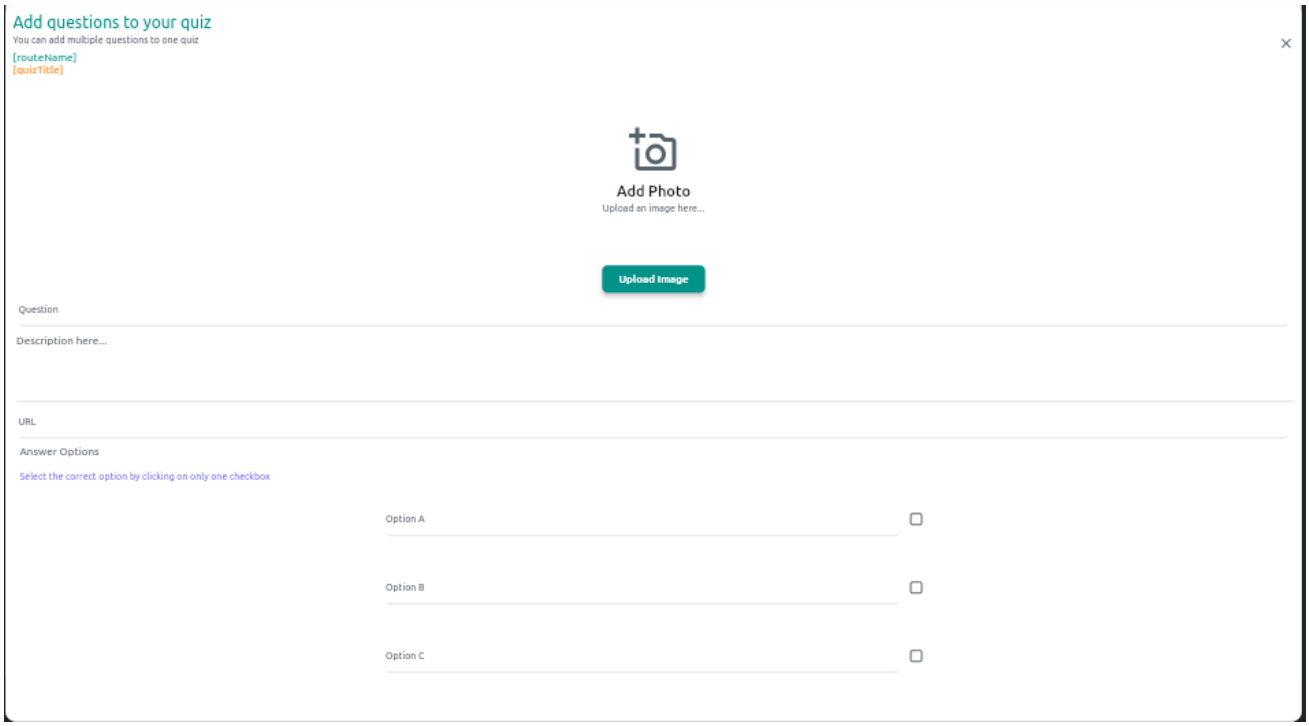

Image 19: Add Questions form

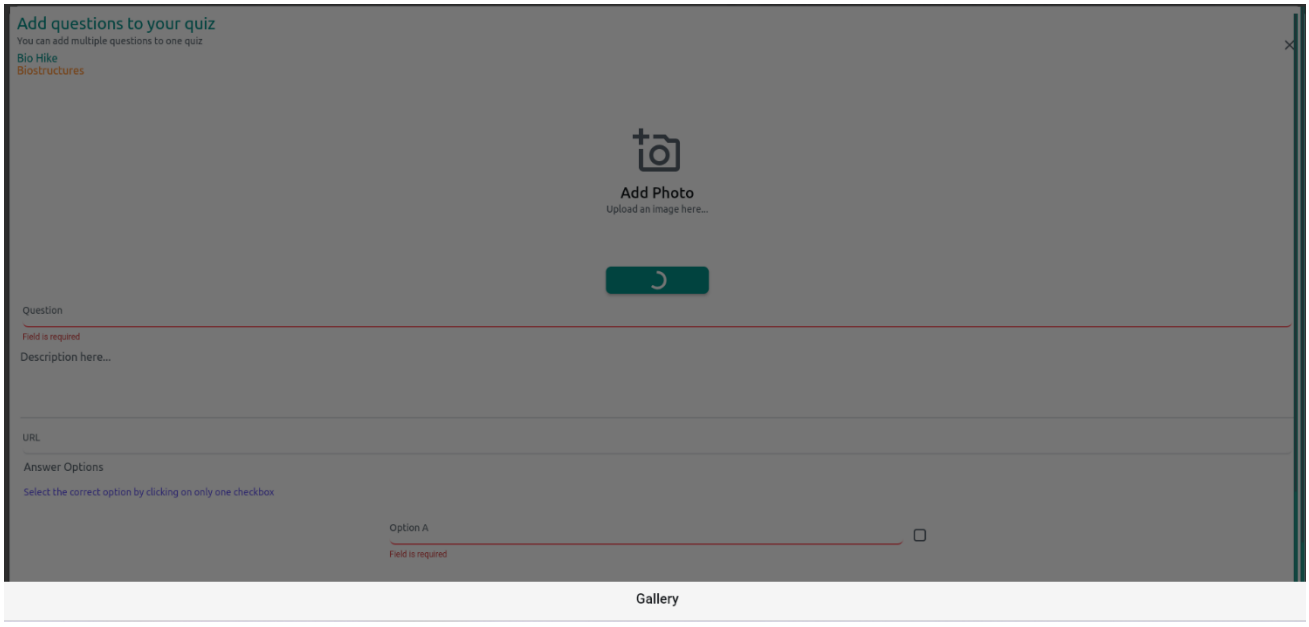

Image 20: Upload image using Gallery

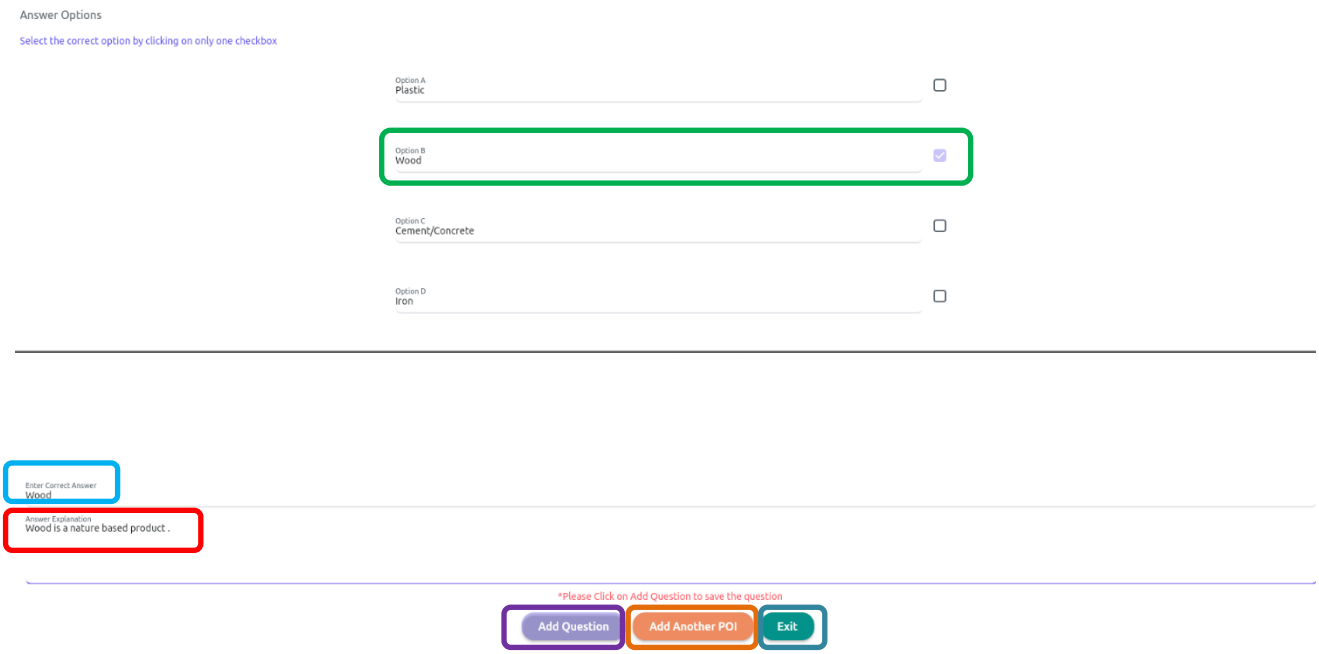

Image 21: Add Question Form Fields

If you are done with adding questions and intend to Add another POI to your Route, click on **Add Another POI** button *(Image 21)*. This will take you to the **Create POI form** page, where you can start adding the information as explained in **section 6.2**. If you just want to finish the Route Process, click on the **Exit** button. To understand the Process flow of creating a route and adding POIs, see the *(Image 22)*. Once you are done setting up the route it will display on the **Dashboard Home** page in the **Routes** area *(Image 23)*. The Route will also then reflect on the BioBeo Learning App *(Image 24)*.

Image 22: Process Flow of Creating Route and Adding POIs

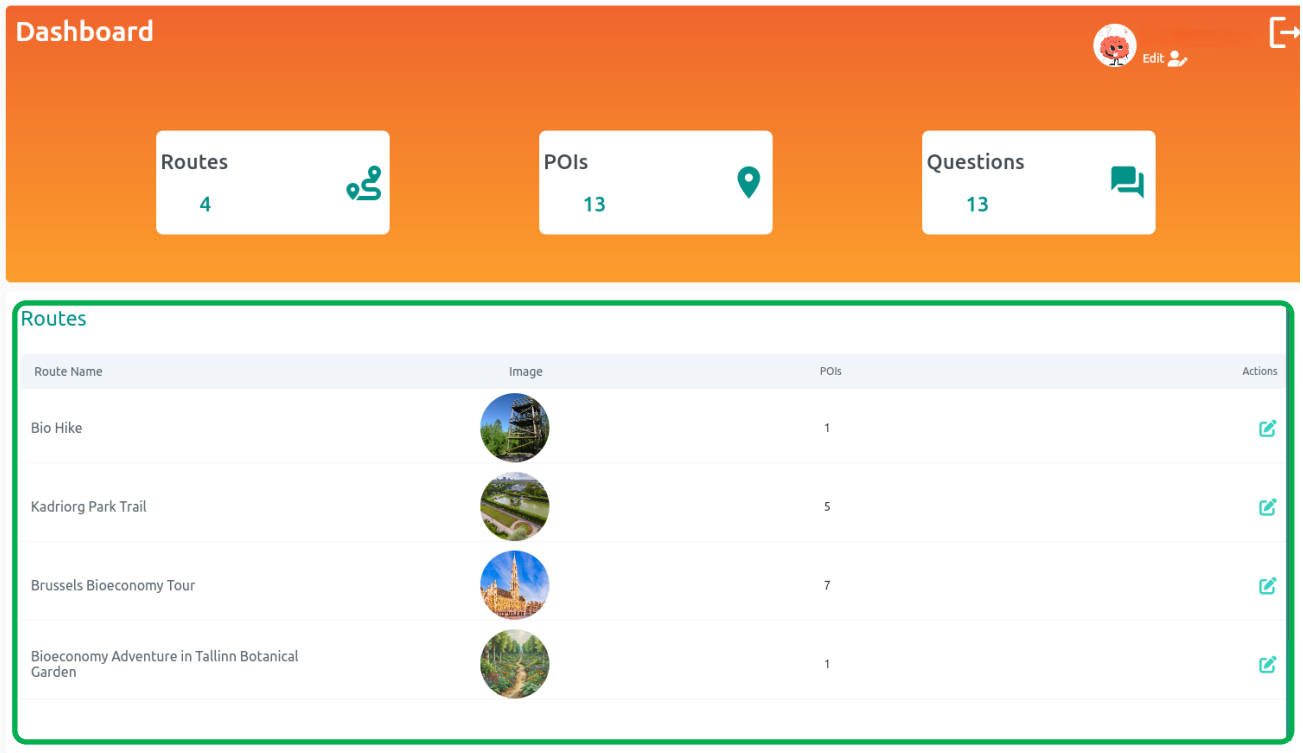

Image 23: Dashboard Home

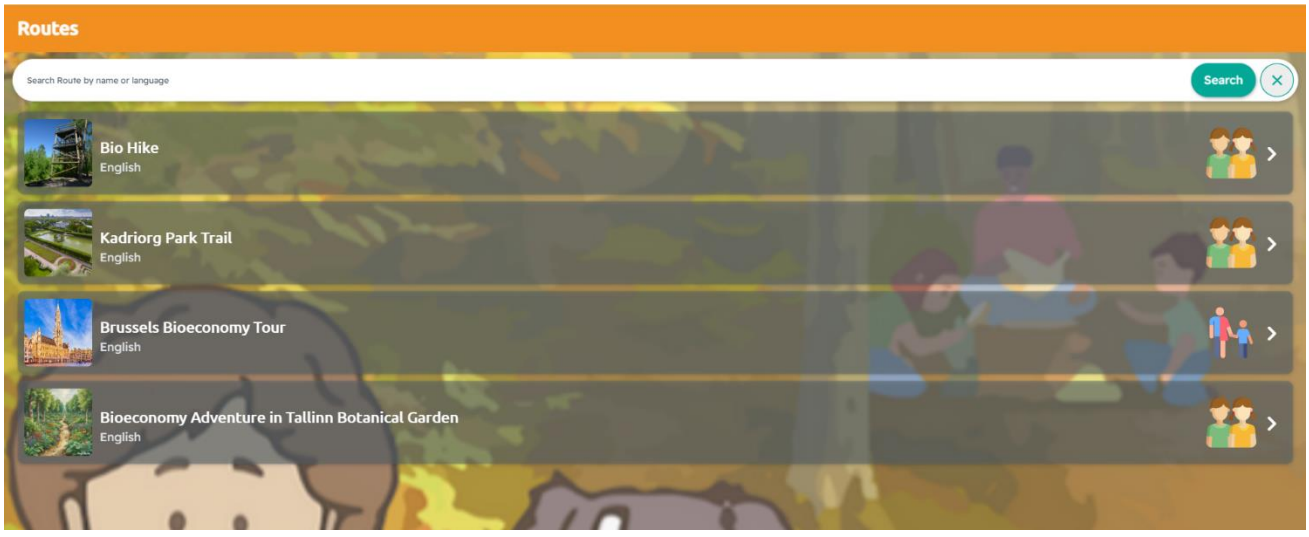

Image 24: Route on BioBeo Learning App

7. Viewing and Editing Routes

There are times when you will need to edit some information for the routes you have created, or maybe also delete the routes, as they no longer serve the purpose. The best way to do this is by going to the **Routes List** page using the Side Navigation **Routes** button *(Image 25)*.

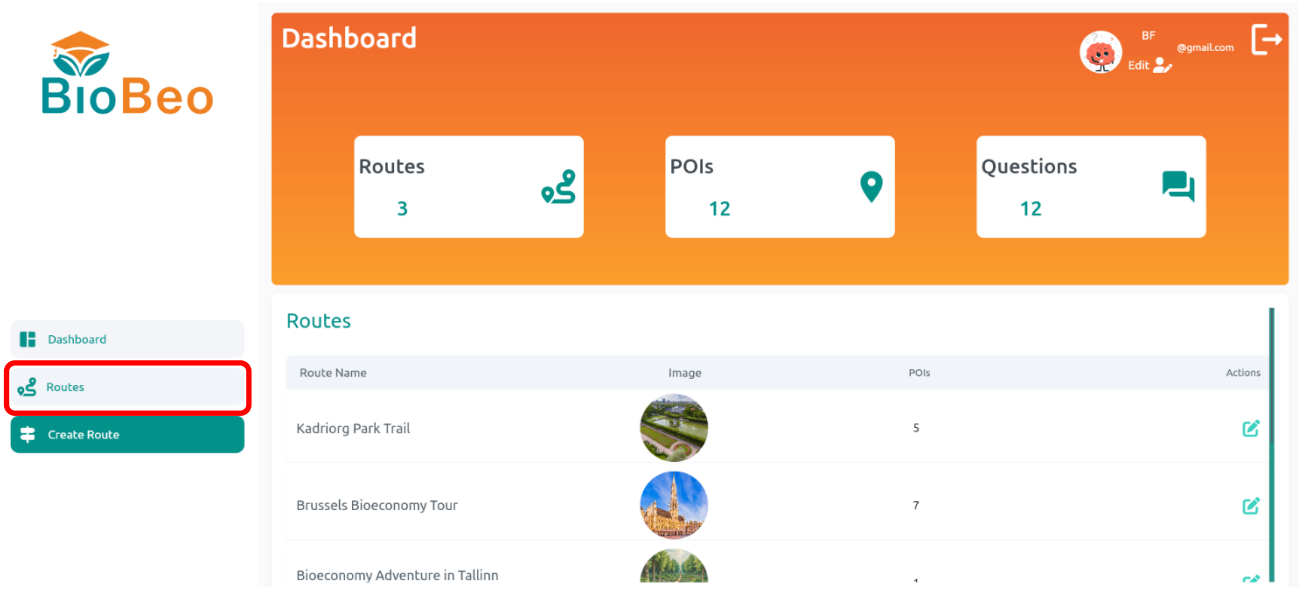

Image 25: Accessing Routes List Page

7.1 Edit Route and Delete Route

To edit a route, on the **Routes List** page, the first step is to look for the route you want to edit. You can do this either by scrolling the list of routes itself, or by entering the route name is **Search Bar** and clicking on ***Search*** button *(Image 26)*.

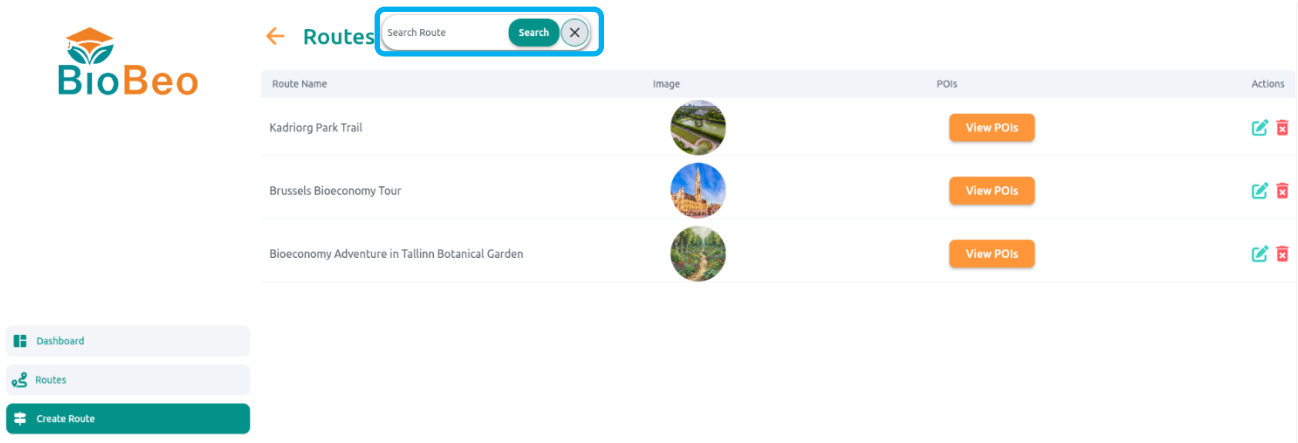

Image 26: Routes List Page

The search will provide you with the results. From here click on the **Edit Icon** for the selected route. This will open **Edit Routes** Page *(Image 27)*.

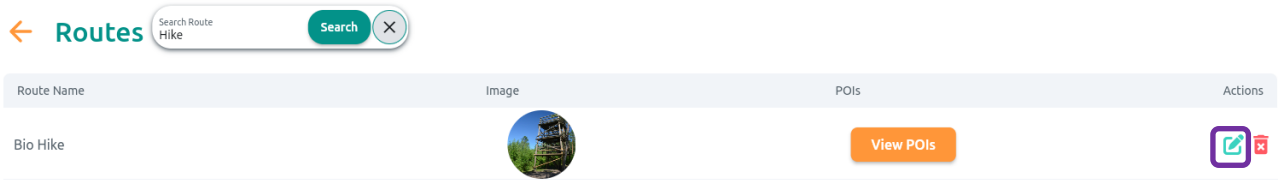

Image 27: Route Search

On the **Edit Route** page, you can edit the information you want for the ***Route form*** and then click on **Update** button. Once you are done, you can close the page using the **Close Icon** *(Image 28)*.

An important thing to remember here is, you will have to Upload the route image again, if not then the image will not get displayed.

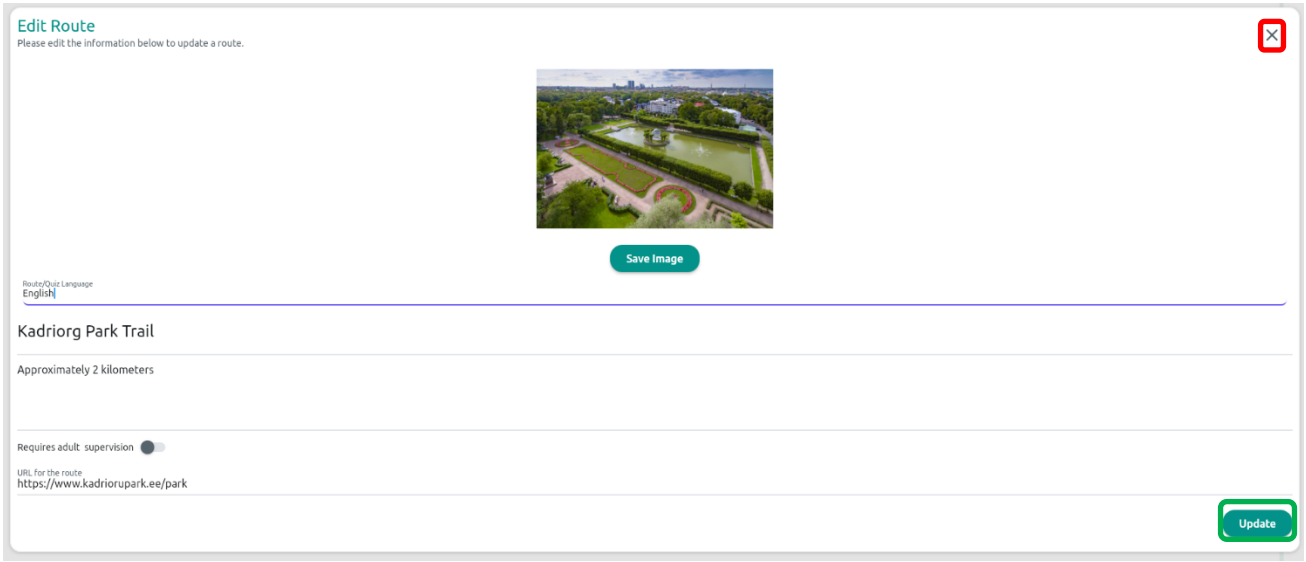

Image 28: Edit Route Page

To delete a route, click on the **Delete Bin icon**, and confirm delete *(Image 29)*. It is important that you delete all the route related questions and POIs before you confirm deletion of the route.

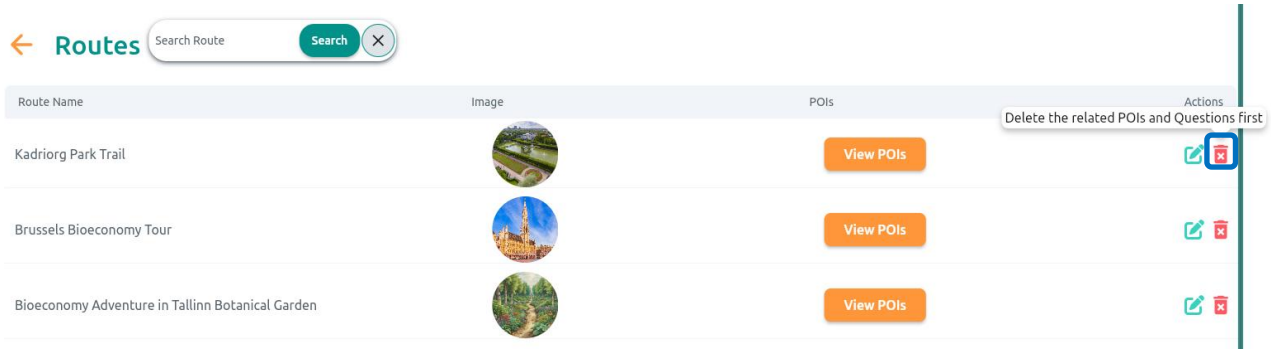

Image 29: Deleting Route

Good Practice Tips:

1. While updating the route form, reupload the image.
2. Before deleting a route, ensure all the related questions and POIs are deleted first.
3. Ensure you Edit/ delete only the routes that are created by you.

7.2 Edit POIs and Quiz

To Edit POIs for a route, first go to that route on the **Route List** page, and then click on **View POIs** button. This will open the **POIs List** Page for that route *(Image 30)*.

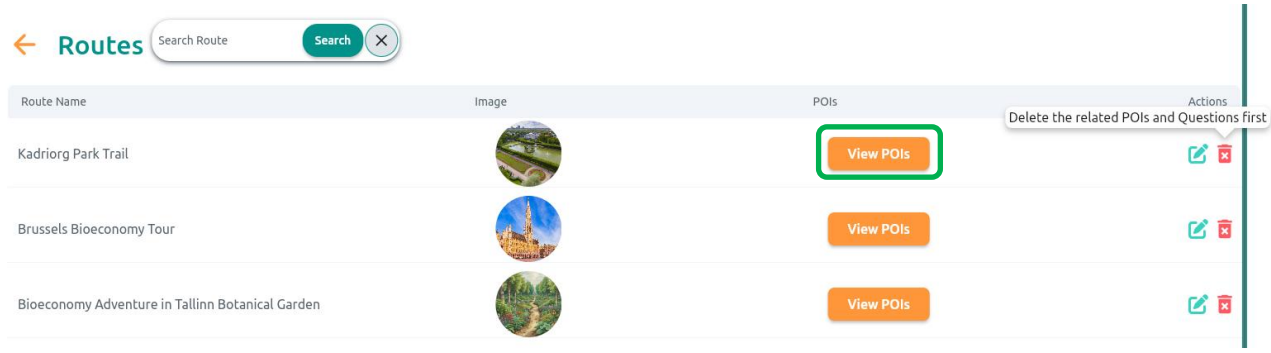

Image 30: View POIs

To edit any POI click on the **Edit Icon** for that POI. This will lead to **Edit POI** page *(Image 31)*.

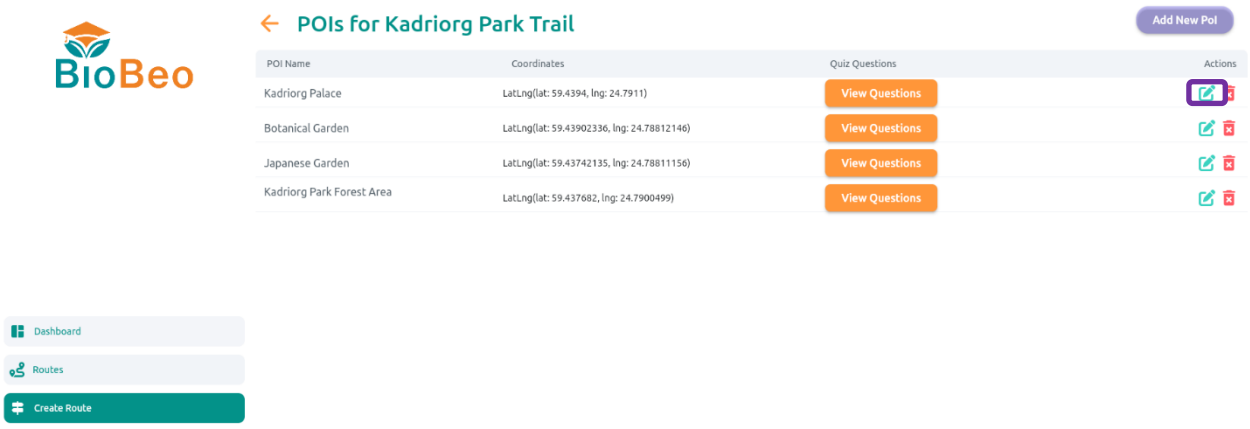

Image 31: POI List Page

On the **Edit POI** page, there are 4 things that you can do *(Image 32)*.

1. Edit the POI information, by just editing the required information, and then clicking on **Update POI** button. Here, the location information will get displayed as coordinates of a place.
2. Update the Quiz information for the POI by clicking on **Update Quiz** button.
3. Add a quiz to the POI. You can add the quiz here for your selected POI by clicking **Add Quiz** button.
4. Add a new POI, by clicking on the **Add New POI** button.

If you want to exit, just click on **Exit** button. This will navigate back to **POI List** page.

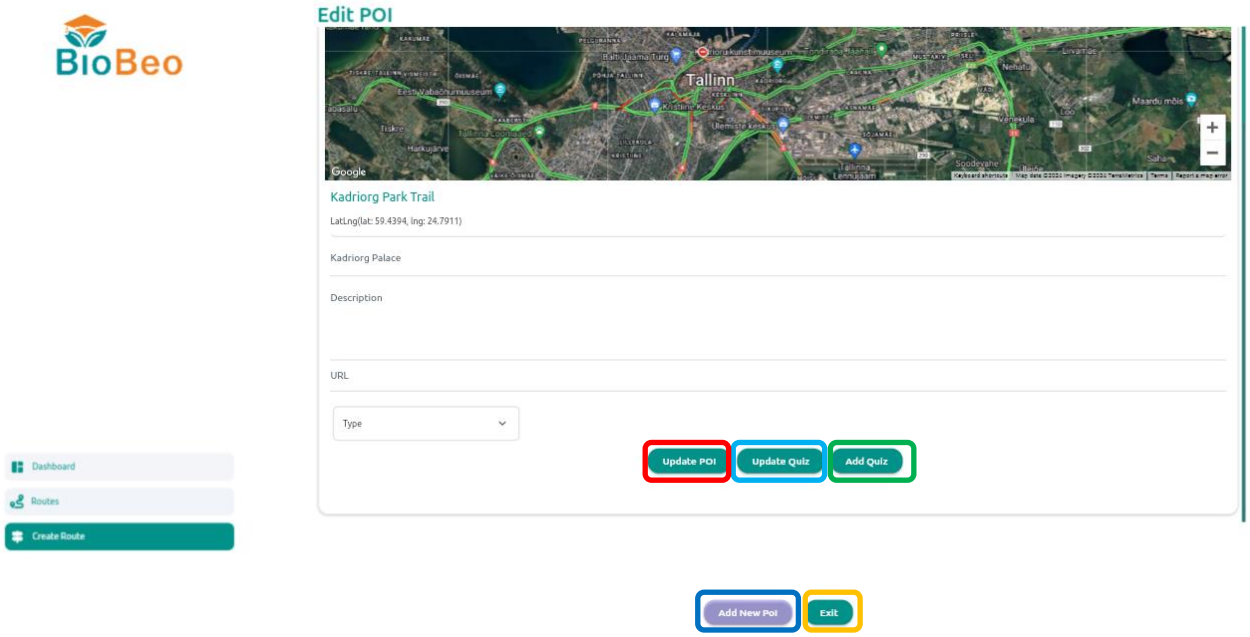

Image 32: Edit POI Page

Good Practice Tips: Check the information before updating.

From **POI List** page for a route, you can also add a new POI to that route by clicking on the **Add New POI** button. The steps for deleting a POI are similar to that of routes, where you click on the **Delete Bin** icon for that POI. Before deleting any POI, please ensure that you delete any related questions by going to **Question List** page for that POI *(Image 33)*.

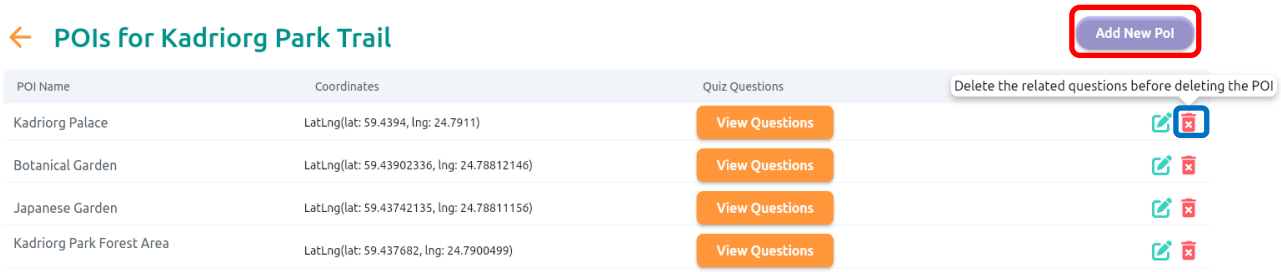

Image 33: Deleting POI

Good Practice Tips: It is always good to delete the questions related to the POI first before deleting the POI itself.

7.3 Edit Questions

To Edit questions for a POI, click in **View Questions** button from the **POI List** page for the route *(Image 34)*. This will lead to the **List Questions** page for that POI. From there, you can edit any question for the POI by clicking on the **Edit Icon** for that question, which will open the **Edit Question** page *(Image 35)*.

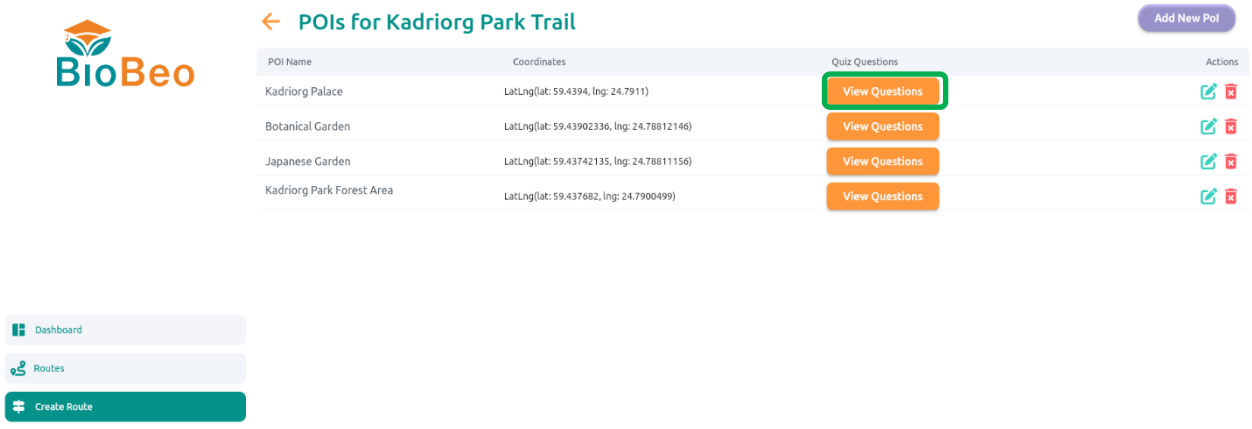

Image 34: Viewing Questions

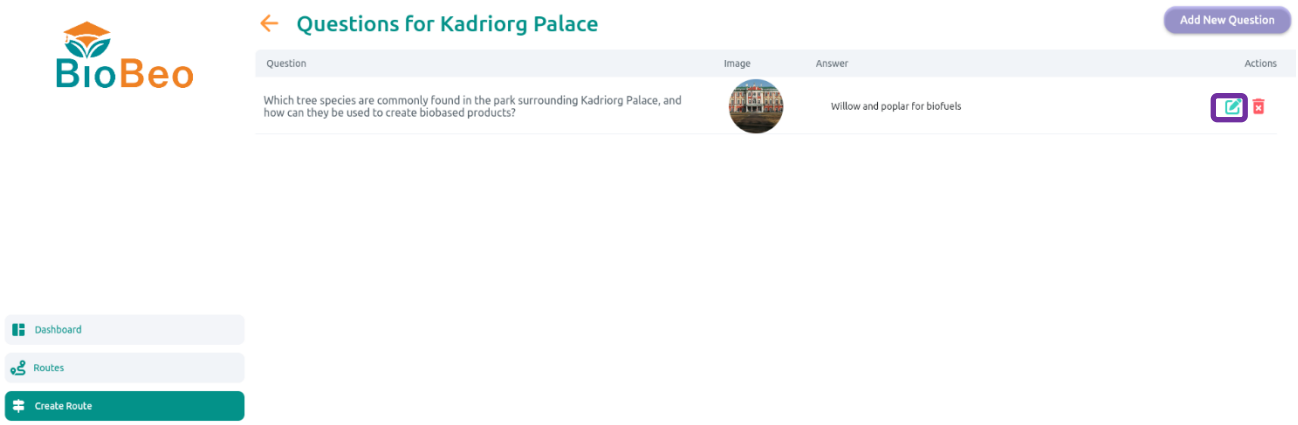

Image 35: List Questions Page

On the Edit Question page, you can achieve 3 things *(Image 36 and 37)*

1. Edit the information for that particular question and clicking on **Update Question** button to update. Please ensure that you upload the image again here as well.
2. Add a new question to the POI by clicking on **Add New Question** button.
3. Remove the question by clicking on **Remove Question** button. But it is advisable to do this from the **Question List** page.

While editing the questions, it is important to set the **checkbox** ☑ for the correct answer appropriately as they are reset *(Image 37)*. Once you are done you can click on the **Exit** button.

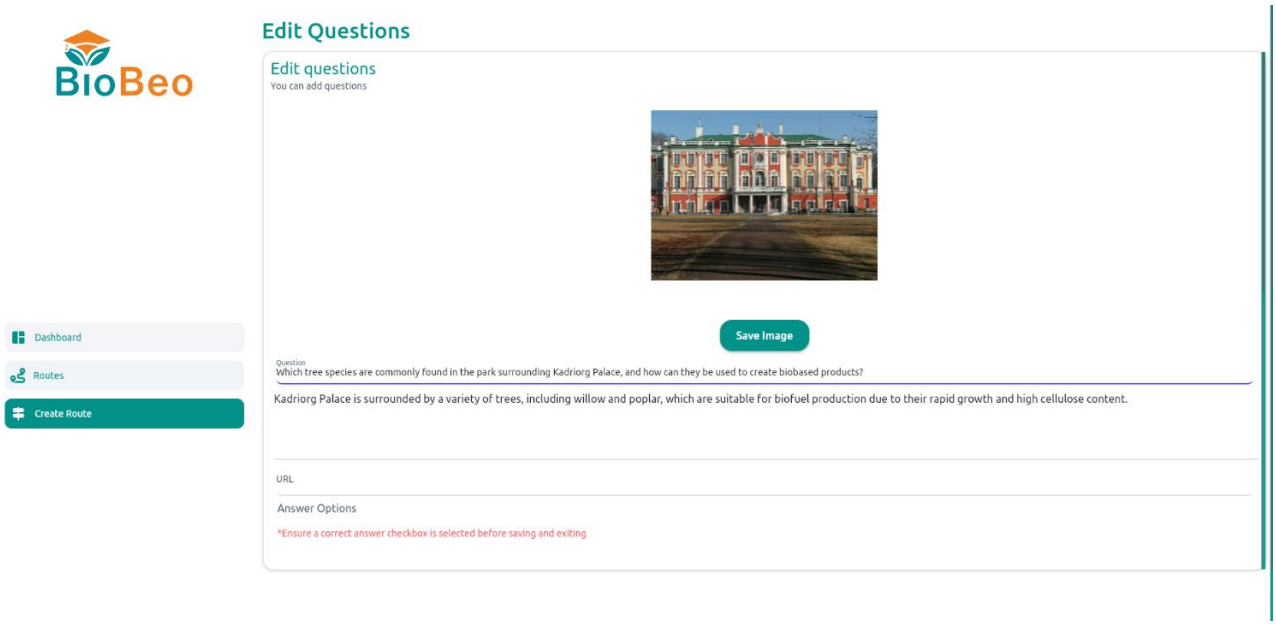

Image 36: Edit Question Page

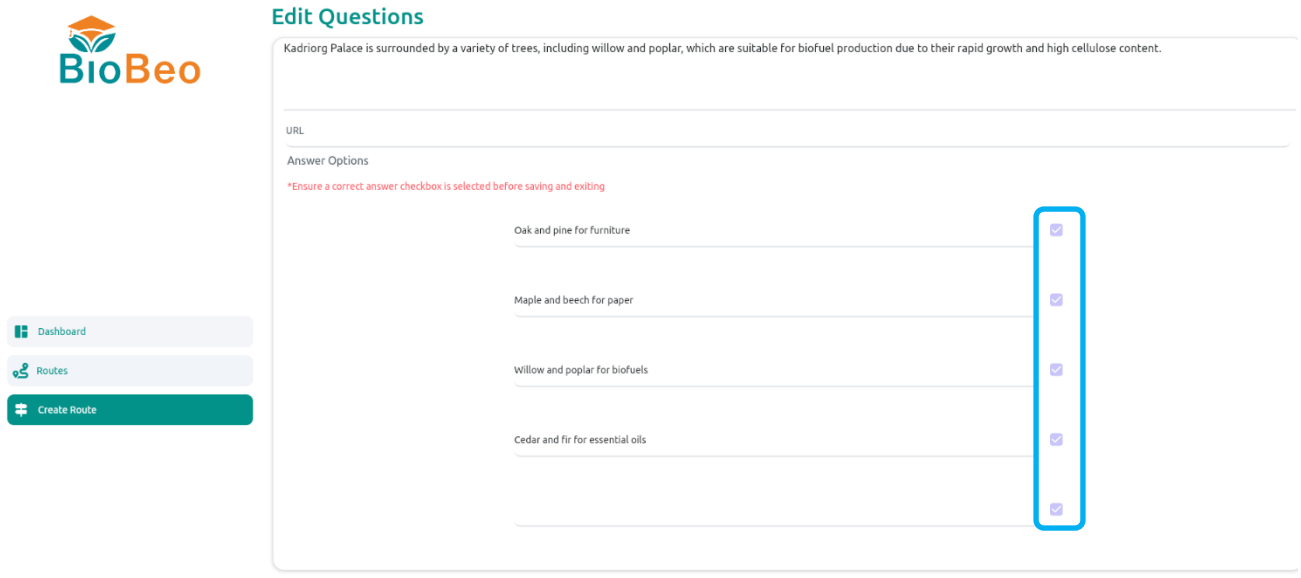

Image 37: Edit Questions Page Checkboxes

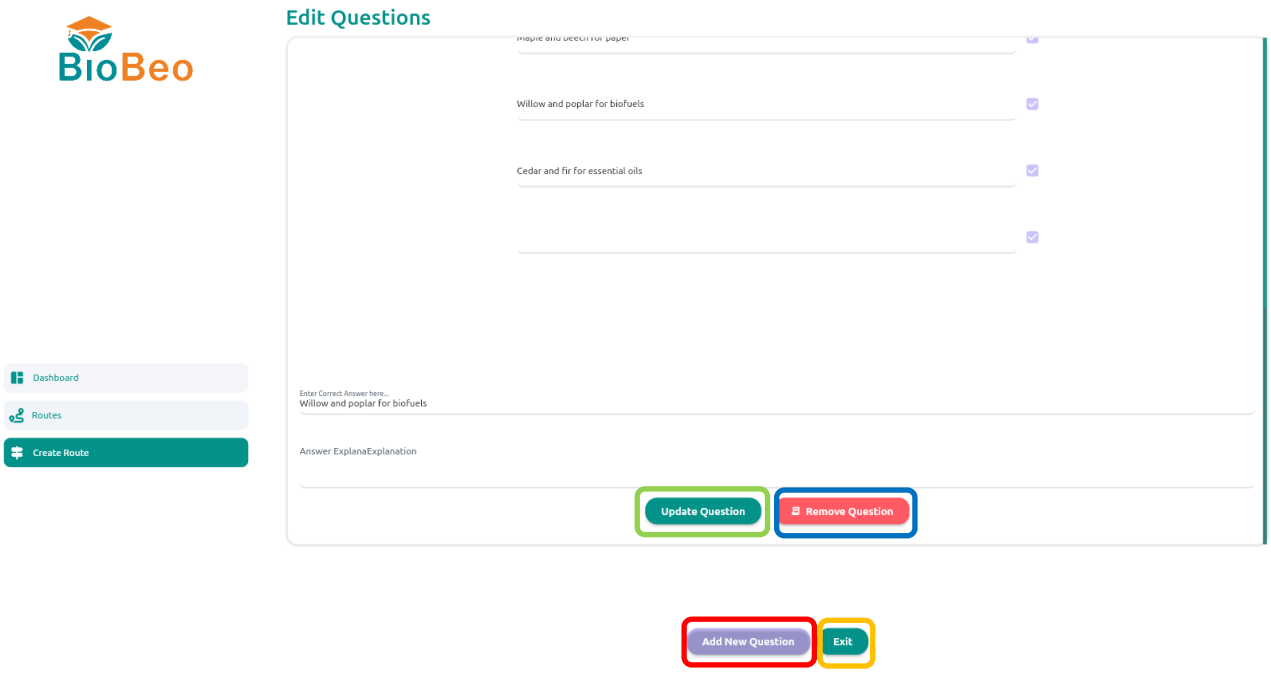

Image 38: Edit Question Page Buttons

If you intend to delete the question, from the **Question List** page, click on the **Delete Bin** icon. You can also add a new question to the POI quiz by clicking on the **Add New Question** button *(Image 39)*.

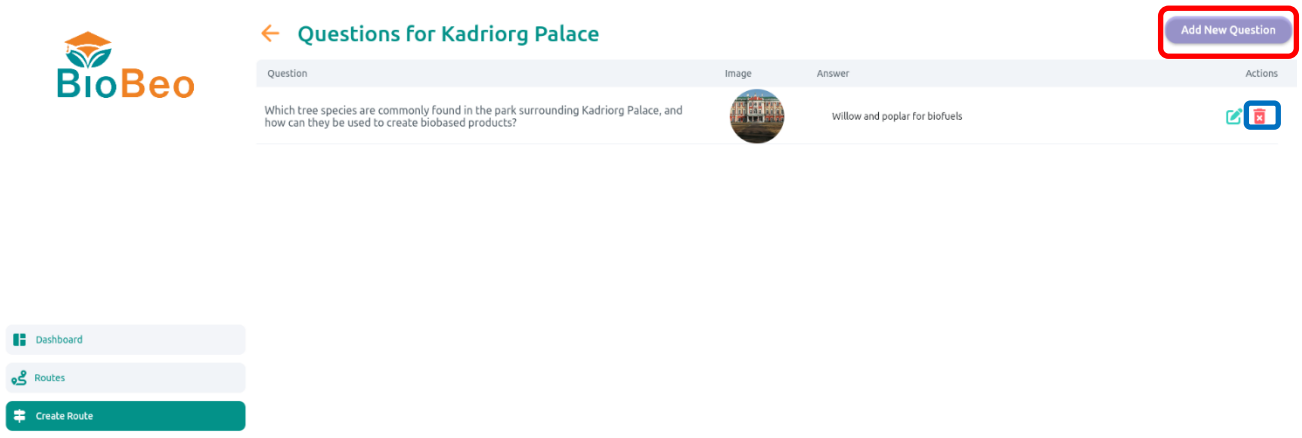

Image 39: Deleting Question

Good Practice Tips: Update the image again for the question, set the checkbox for the correct answer, and delete question from the question list page.

8. Final Note

It is always good to follow the best practices for setting up the routes, so that they function well.

Ensure that while setting up the routes, you always check the route area for safety of the students, and make appropriate remarks in the description area, if extra care needs to be taken.

You can use the Dashboard for multiple topics and find your own innovative way of using it for incorporating it in your teachings.

Good Luck!