Welcome to the Virtual Historian 2.0

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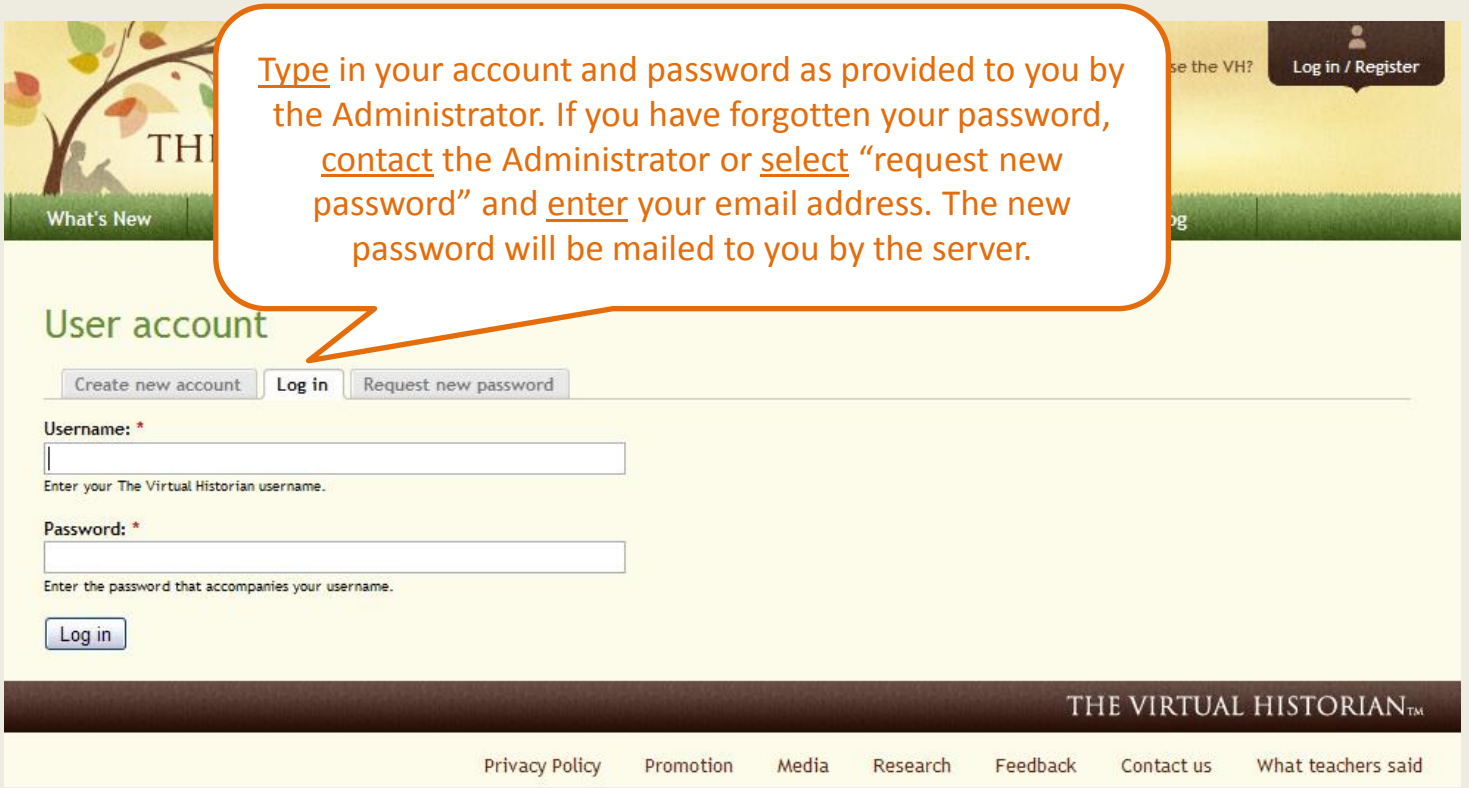
Getting started with the VH 2.0

1. How to log in

1. How to log in



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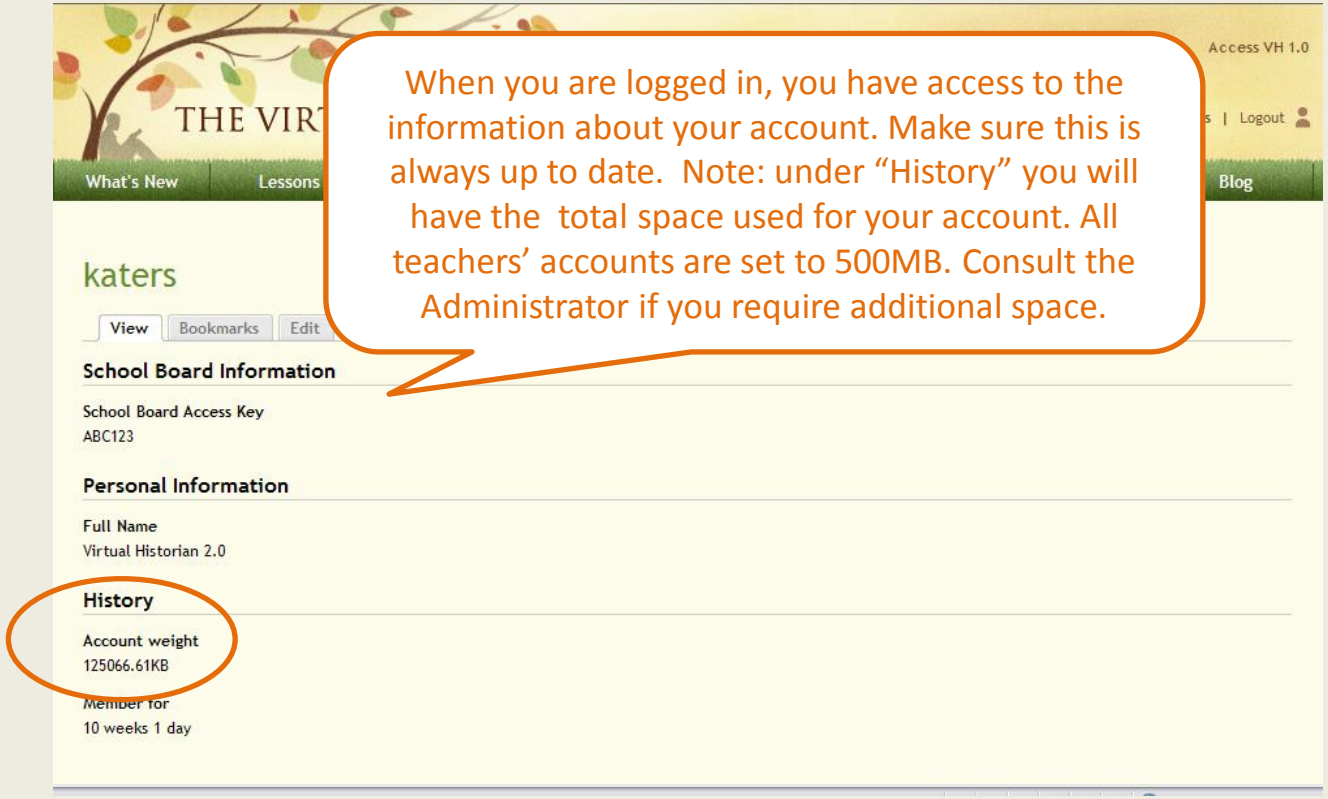
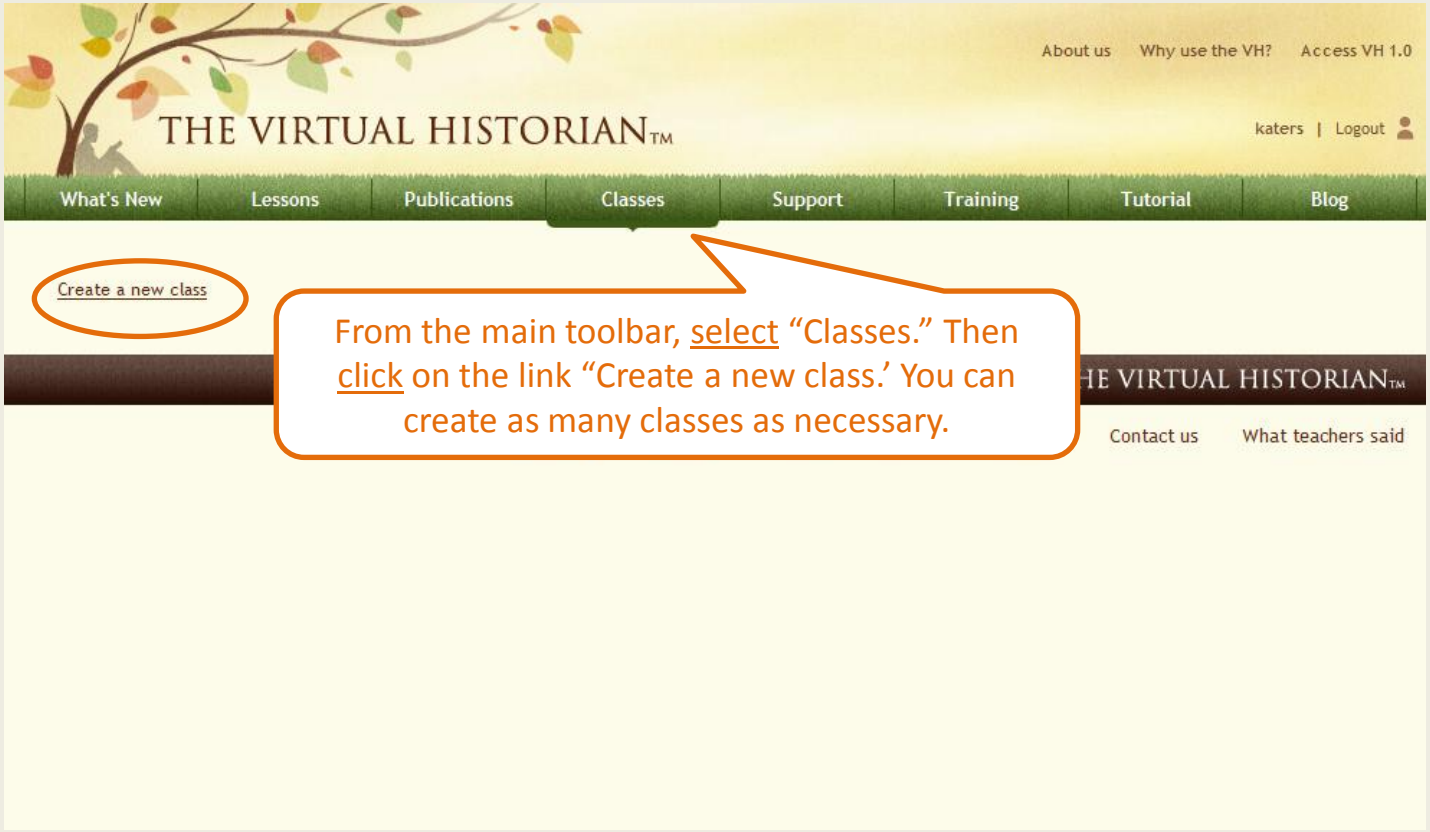


2. How to create virtual classes



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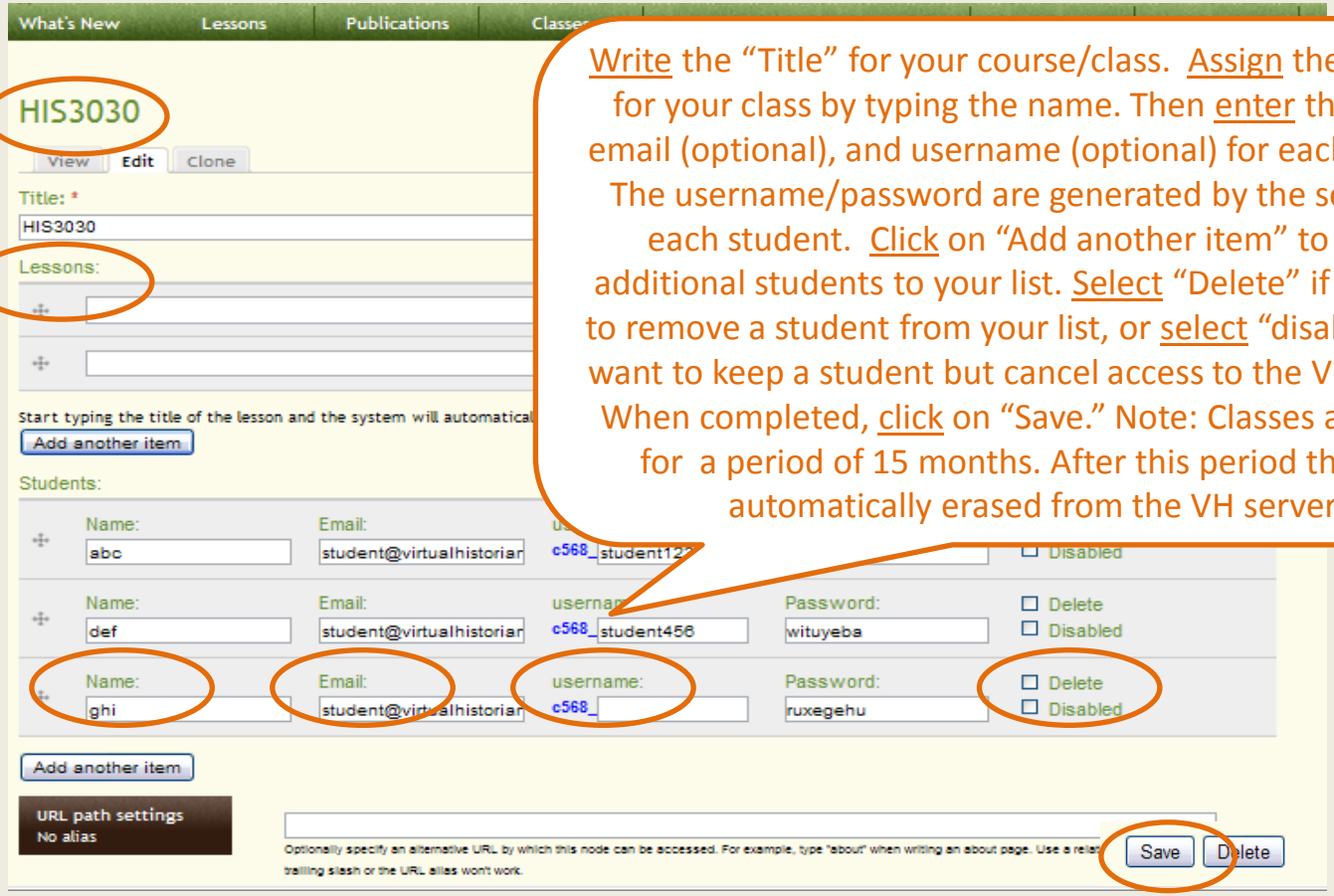
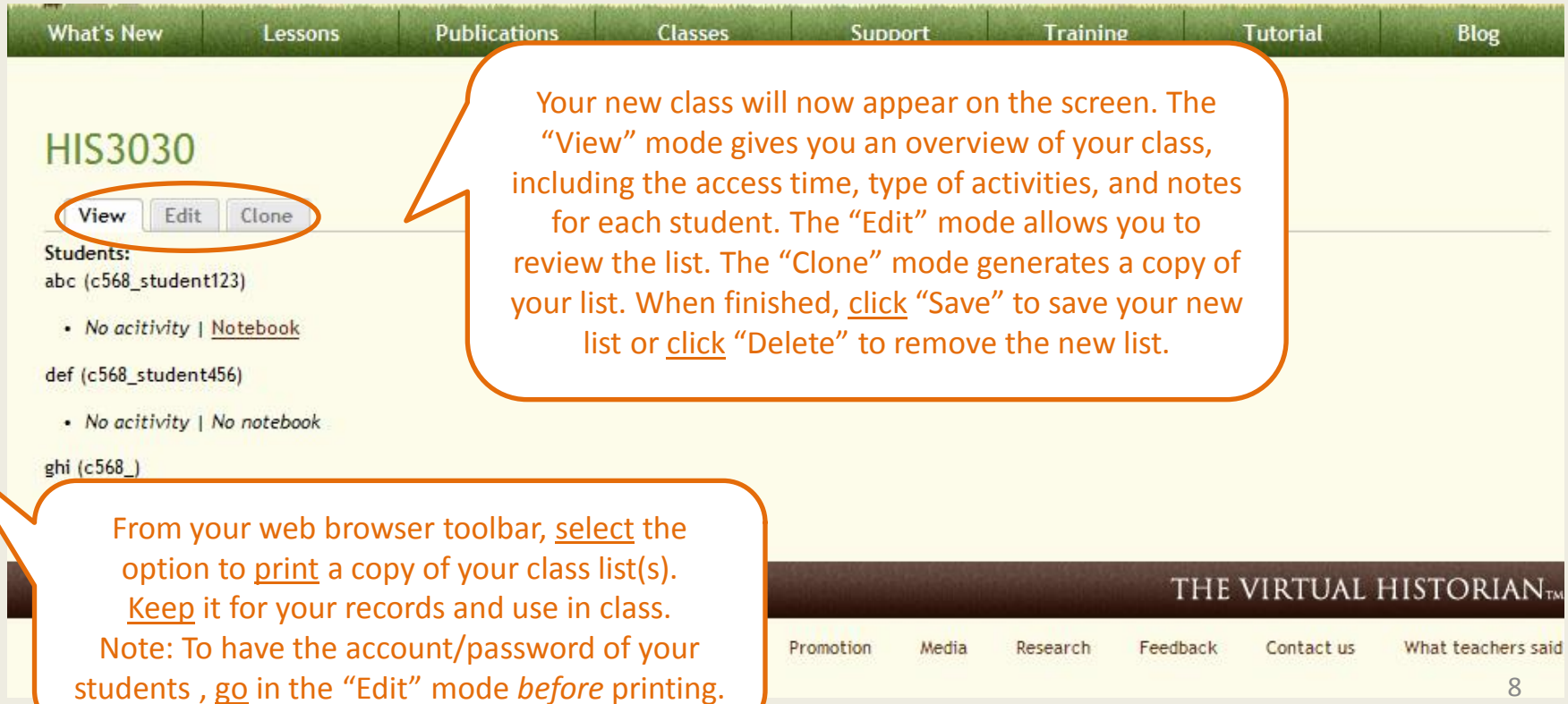


Write the "Title" for your course/class. Assign the lesson(s) for your class by typing the name. Then enter the name, email (optional), and username (optional) for each student. The username/password are generated by the server for each student. Click on "Add another item" to insert additional students to your list. Select "Delete" if you want to remove a student from your list, or select "disable" if you want to keep a student but cancel access to the VH lessons. When completed, click on "Save." Note: Classes are active for a period of 15 months. After this period they are automatically erased from the VH server.

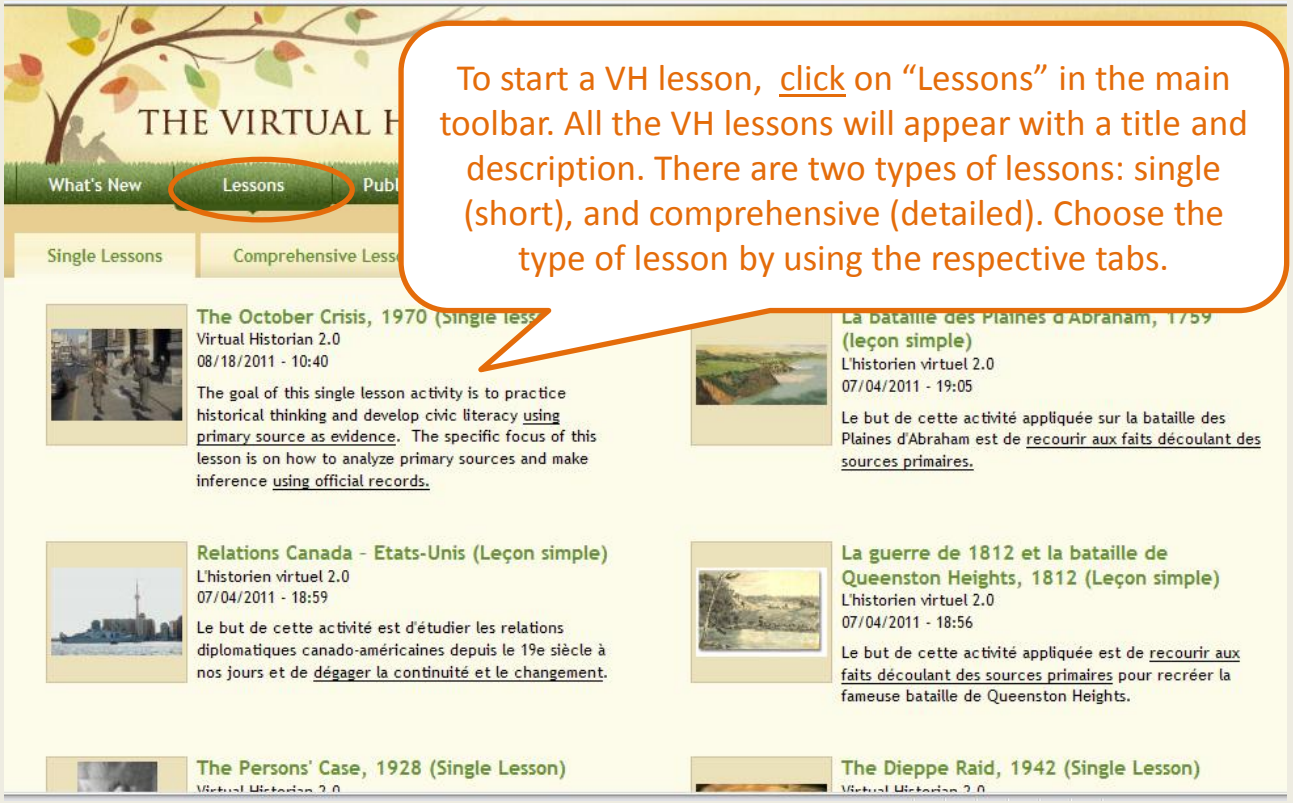
2. How to create virtual classes



Your new class will now appear on the screen. The "View" mode gives you an overview of your class, including the access time, type of activities, and notes for each student. The "Edit" mode allows you to review the list. The "Clone" mode generates a copy of your list. When finished, click "Save" to save your new list or click "Delete" to remove the new list.

From your web browser toolbar, select the option to print a copy of your class list(s). Keep it for your records and use in class.
Note: To have the account/password of your students , go in the "Edit" mode *before* printing.

3. How to start a lesson



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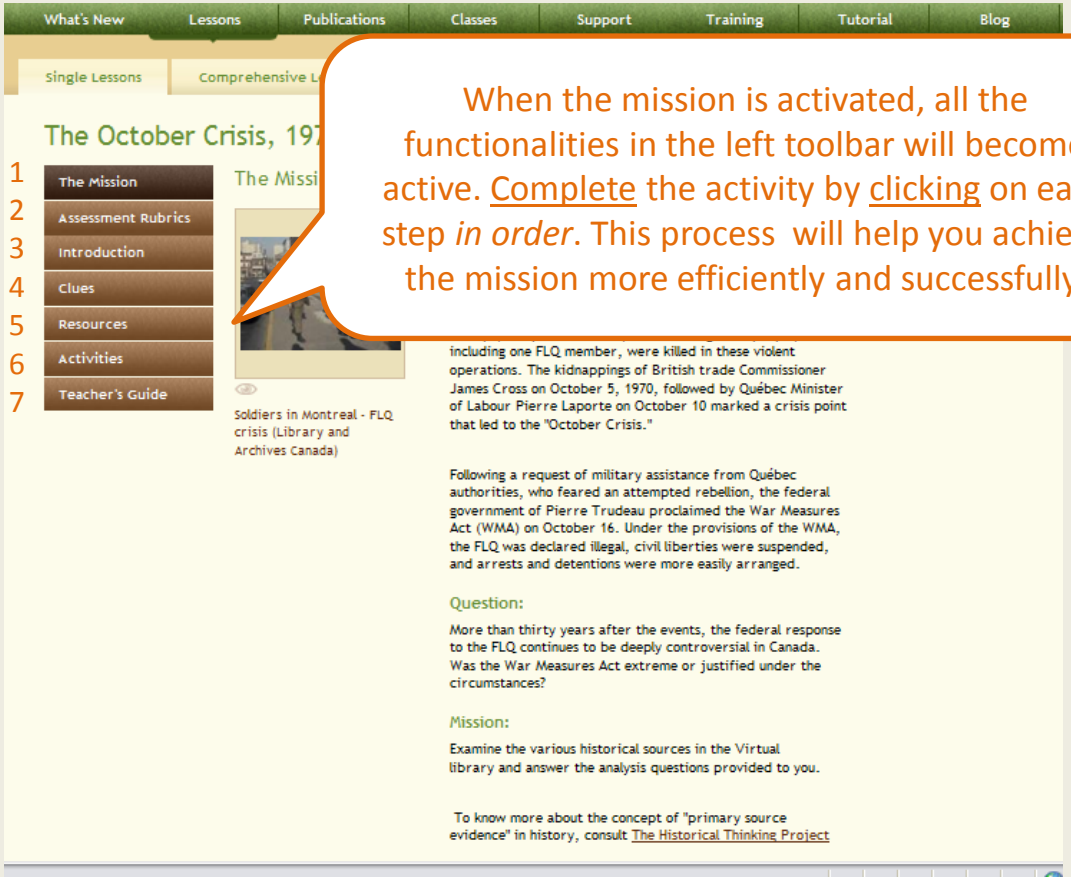
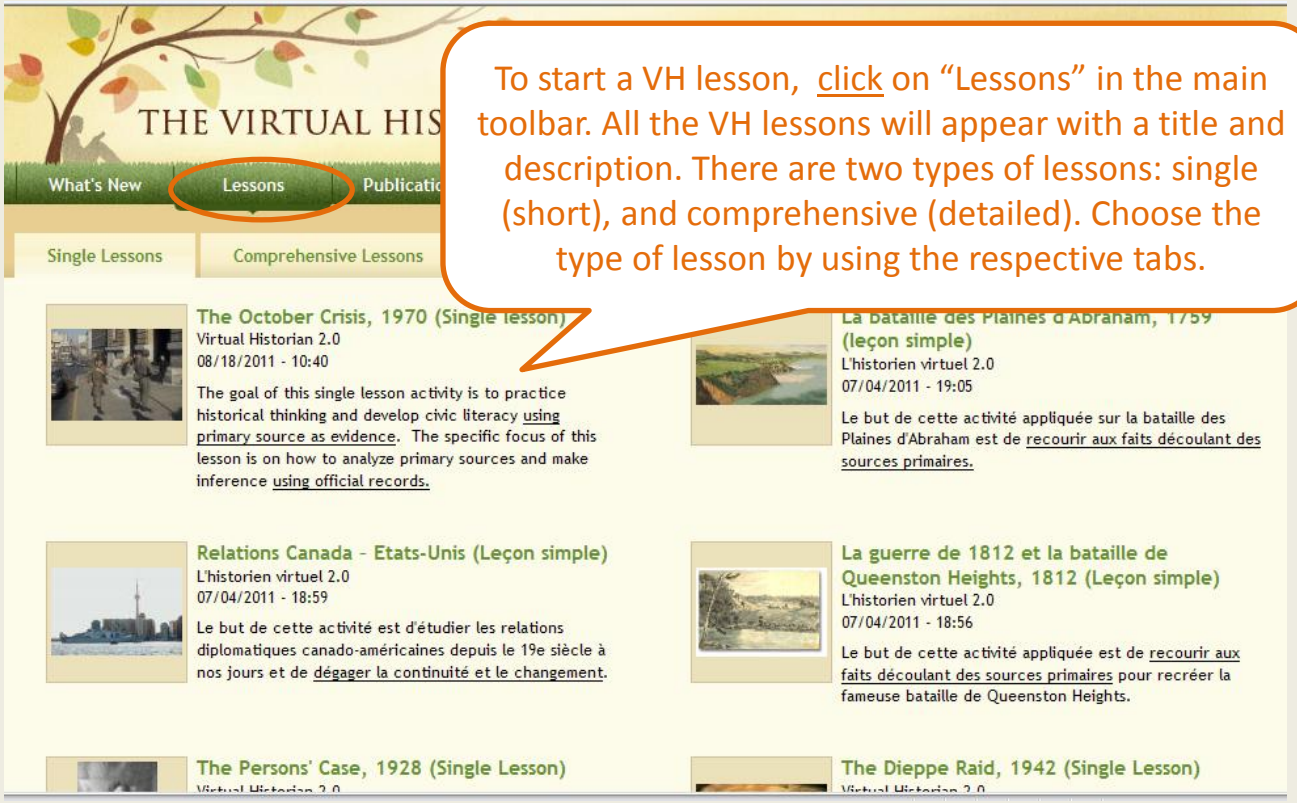


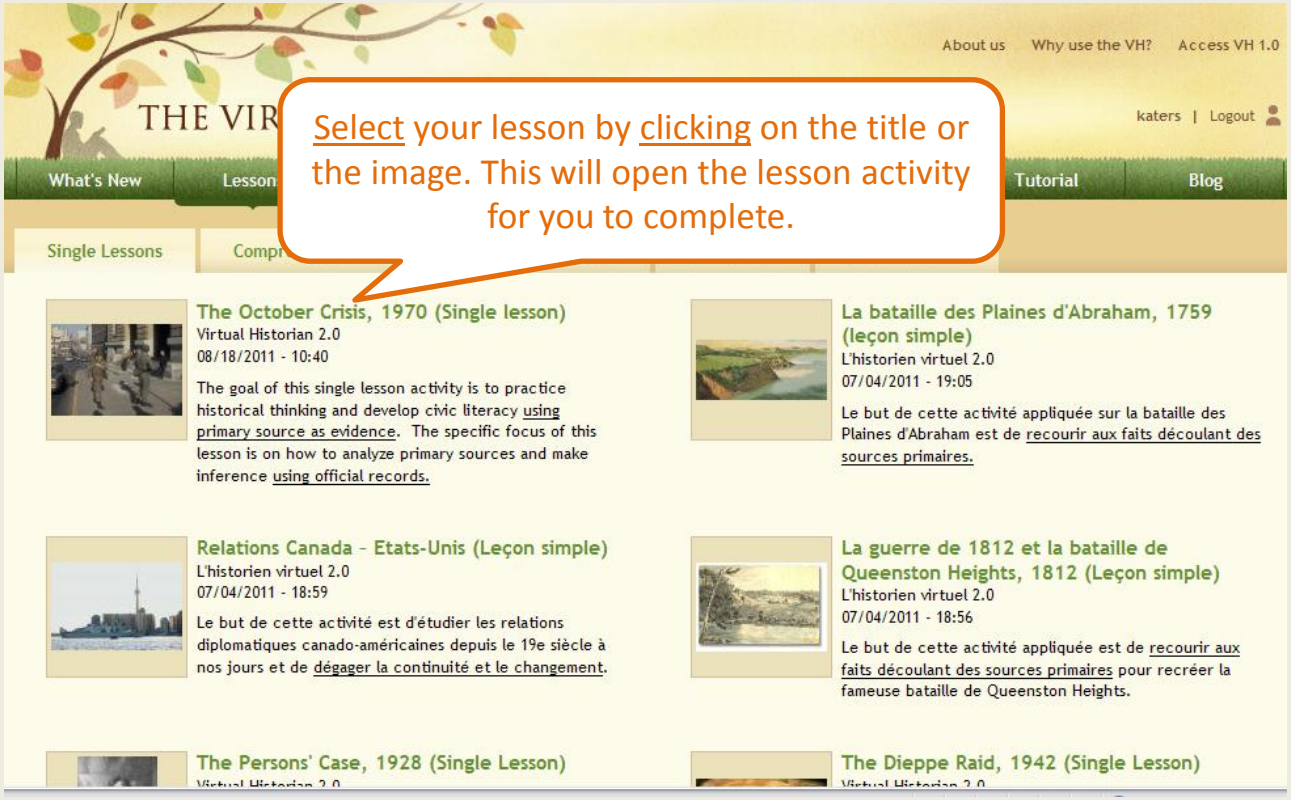
When the mission is activated, all the functionalities in the left toolbar will become active. Complete the activity by clicking on each step *in order*. This process will help you achieve the mission more efficiently and successfully.

3. How to start a lesson



To start a VH lesson, click on "Lessons" in the main toolbar. All the VH lessons will appear with a title and description. There are two types of lessons: single (short), and comprehensive (detailed). Choose the type of lesson by using the respective tabs.

3. How to start a lesson



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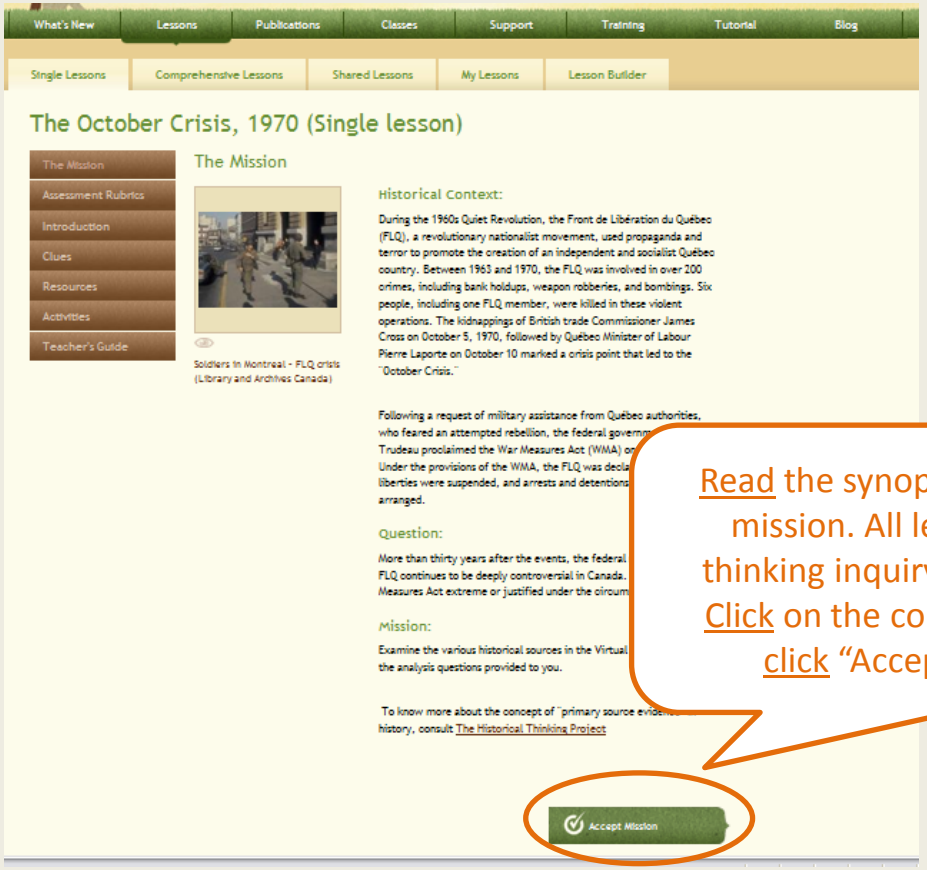
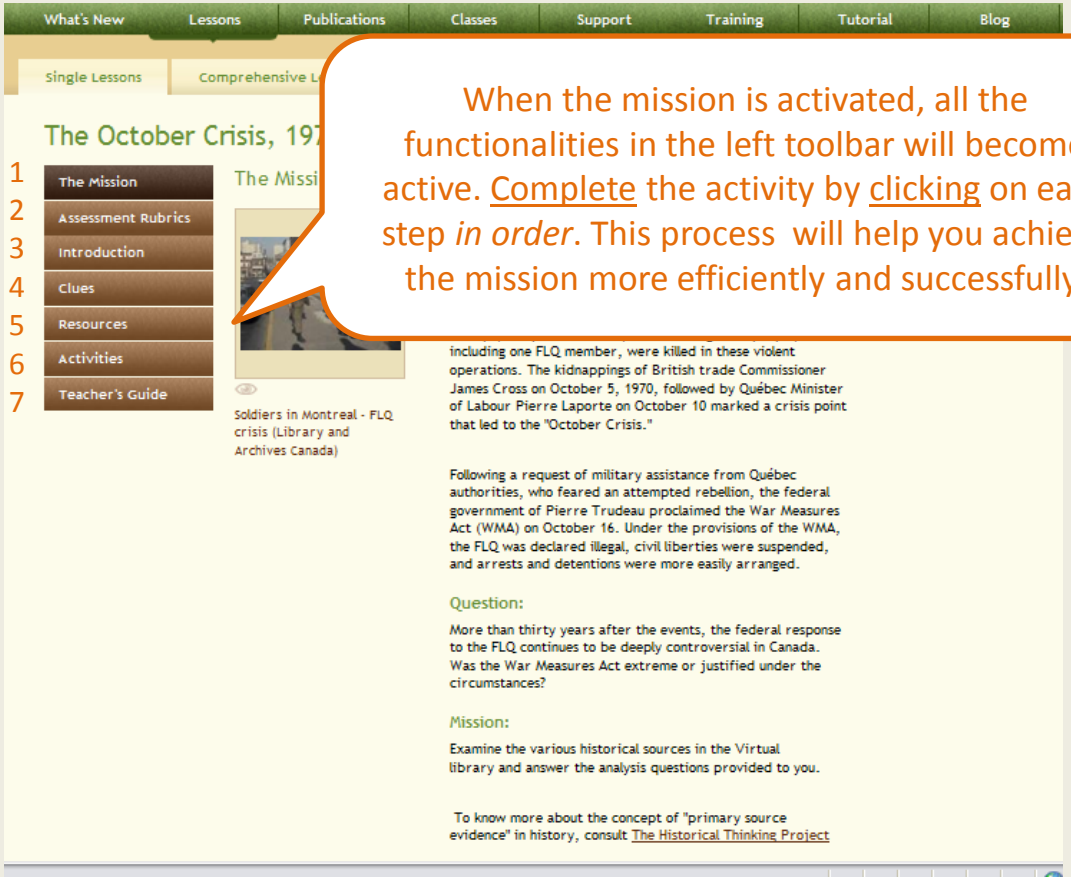


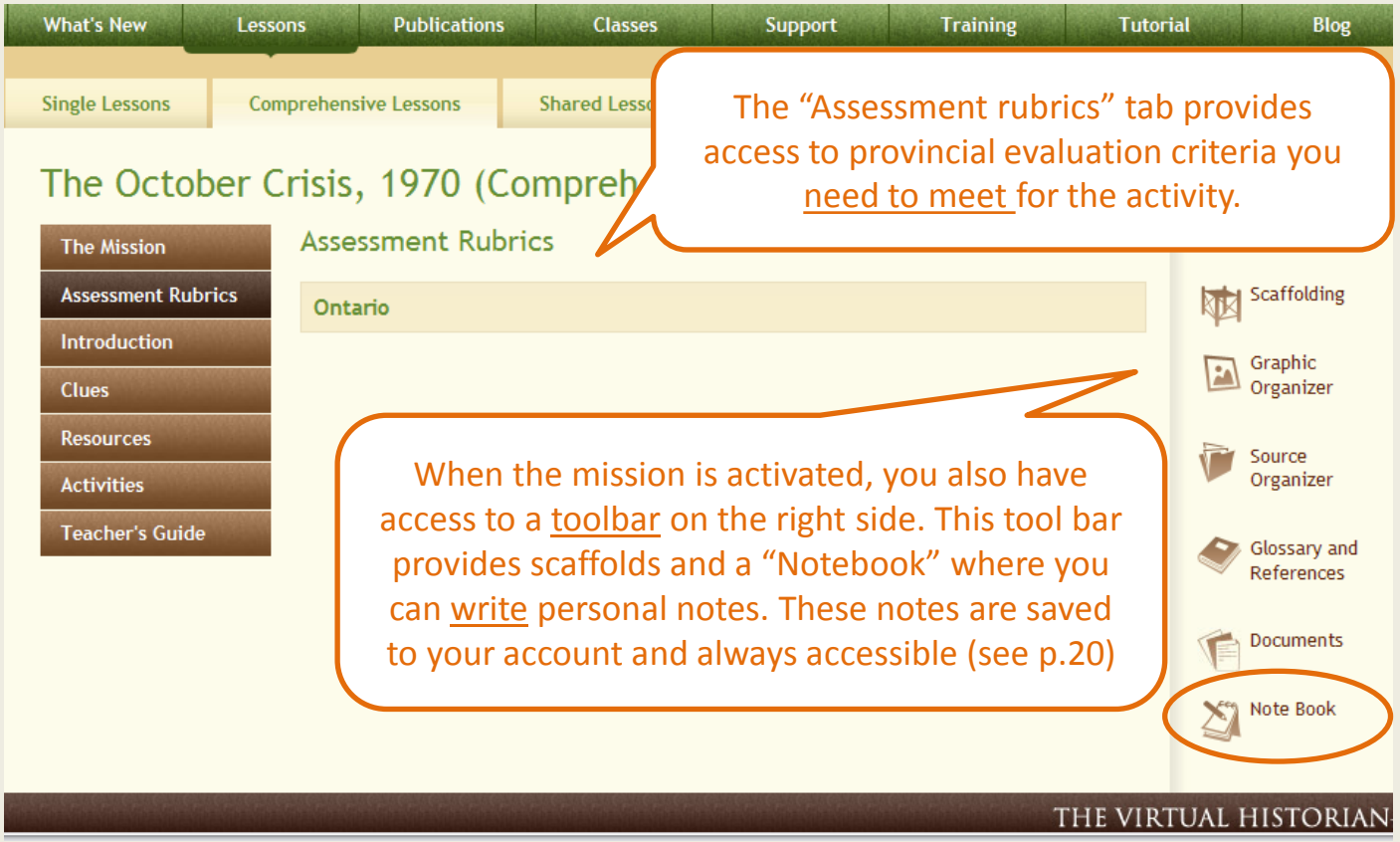
Read the synopsis, research question, and mission. All lessons focus on historical thinking inquiry and key history concepts. Click on the concepts for details and then click "Accept mission" to activate.

3. How to start a lesson



When the mission is activated, all the functionalities in the left toolbar will become active. Complete the activity by clicking on each step *in order*. This process will help you achieve the mission more efficiently and successfully.

4. How to complete a lesson



The "Assessment rubrics" tab provides access to provincial evaluation criteria you need to meet for the activity.

When the mission is activated, you also have access to a toolbar on the right side. This tool bar provides scaffolds and a "Notebook" where you can write personal notes. These notes are saved to your account and always accessible (see p.20)

4. How to complete a lesson

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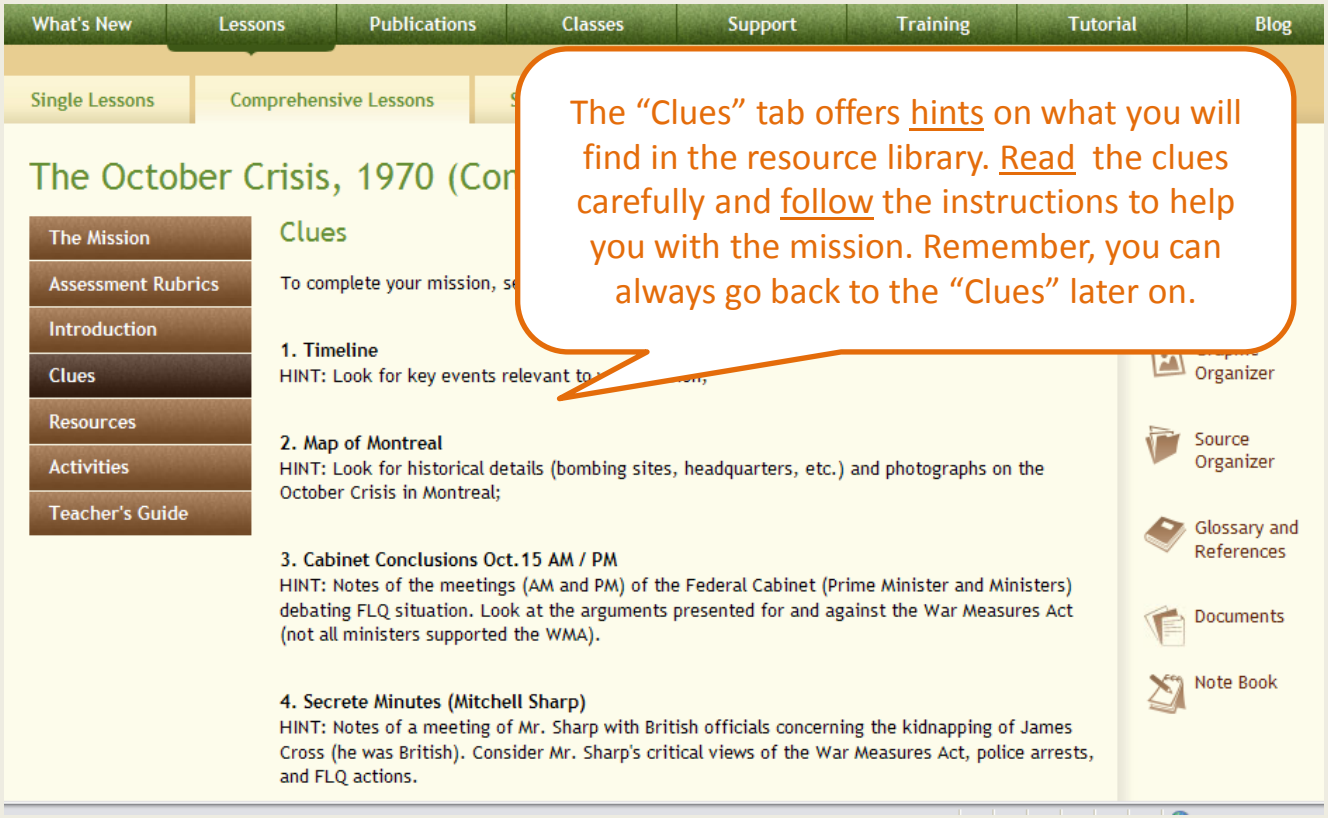

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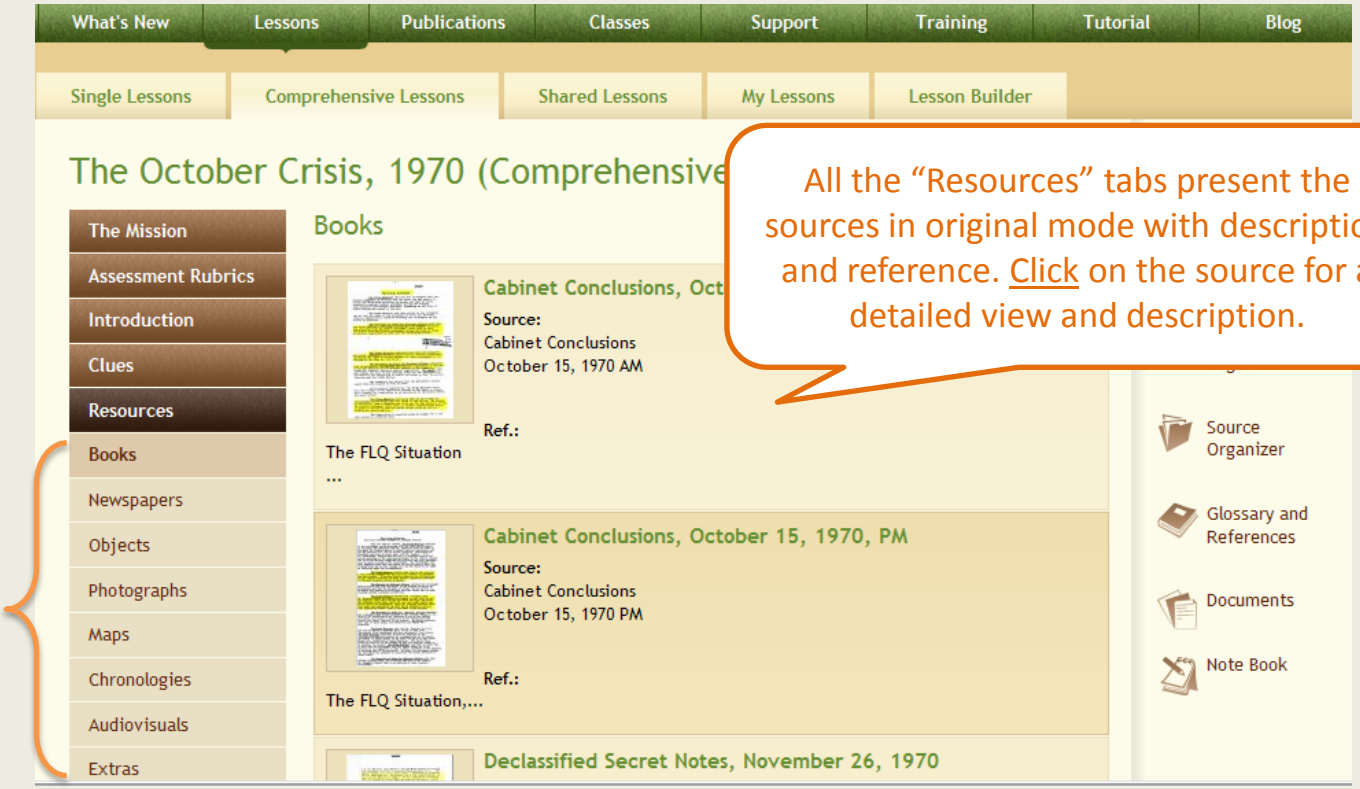

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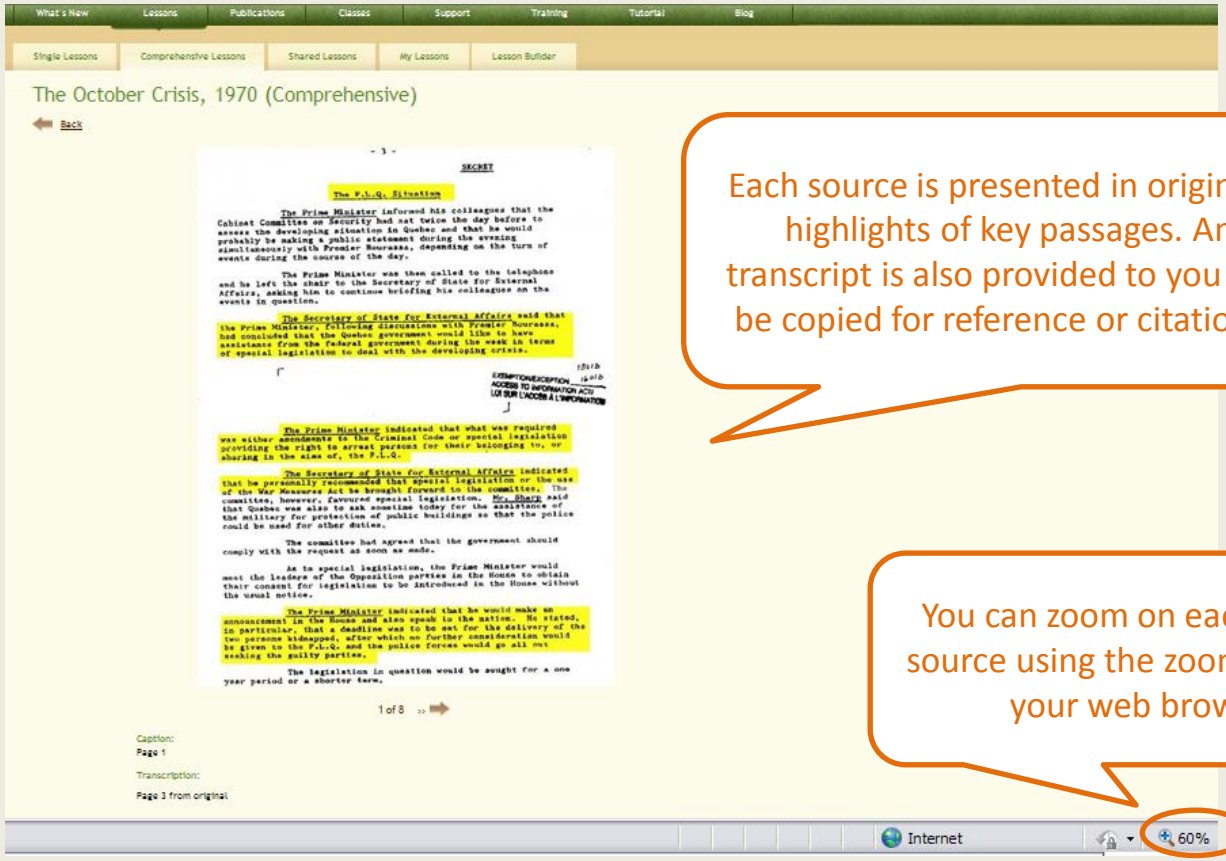
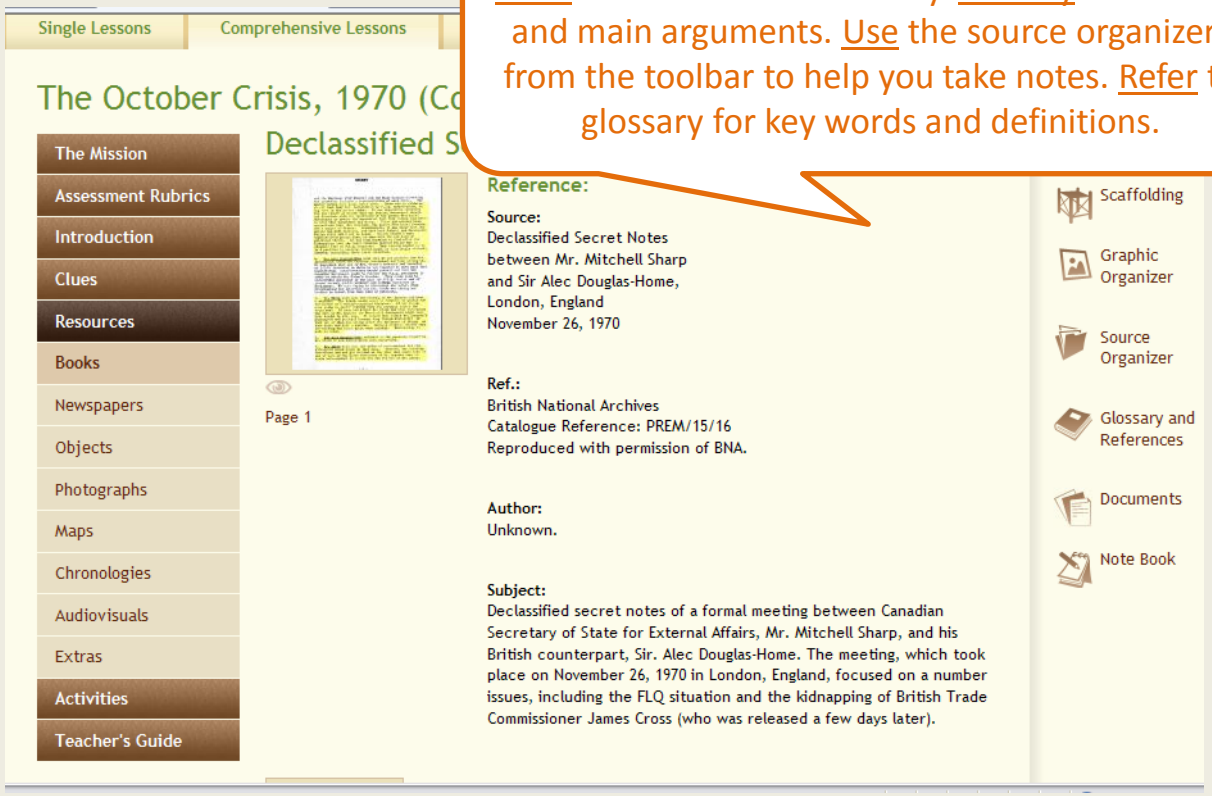


Each source is presented in original format with highlights of key passages. An electronic transcript is also provided to you below and can be copied for reference or citation in your text.

You can zoom on each original source using the zoom option of your web browser.

4. How to complete a lesson



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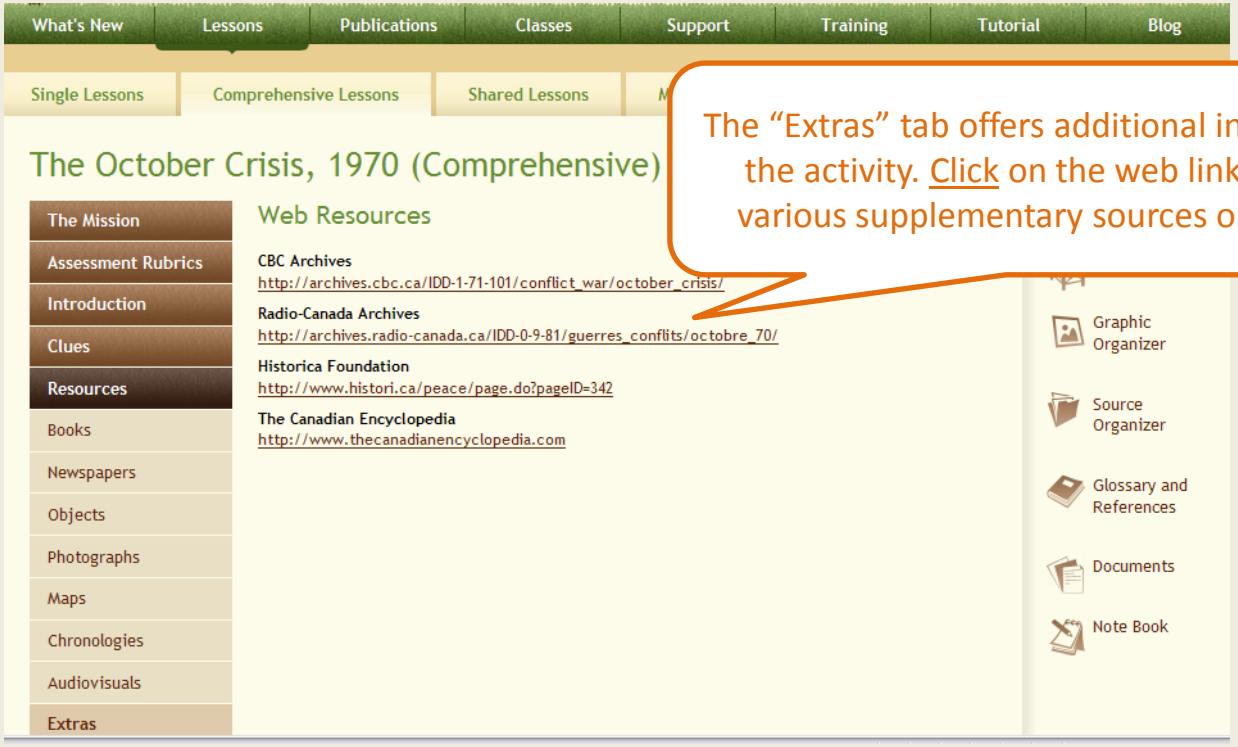

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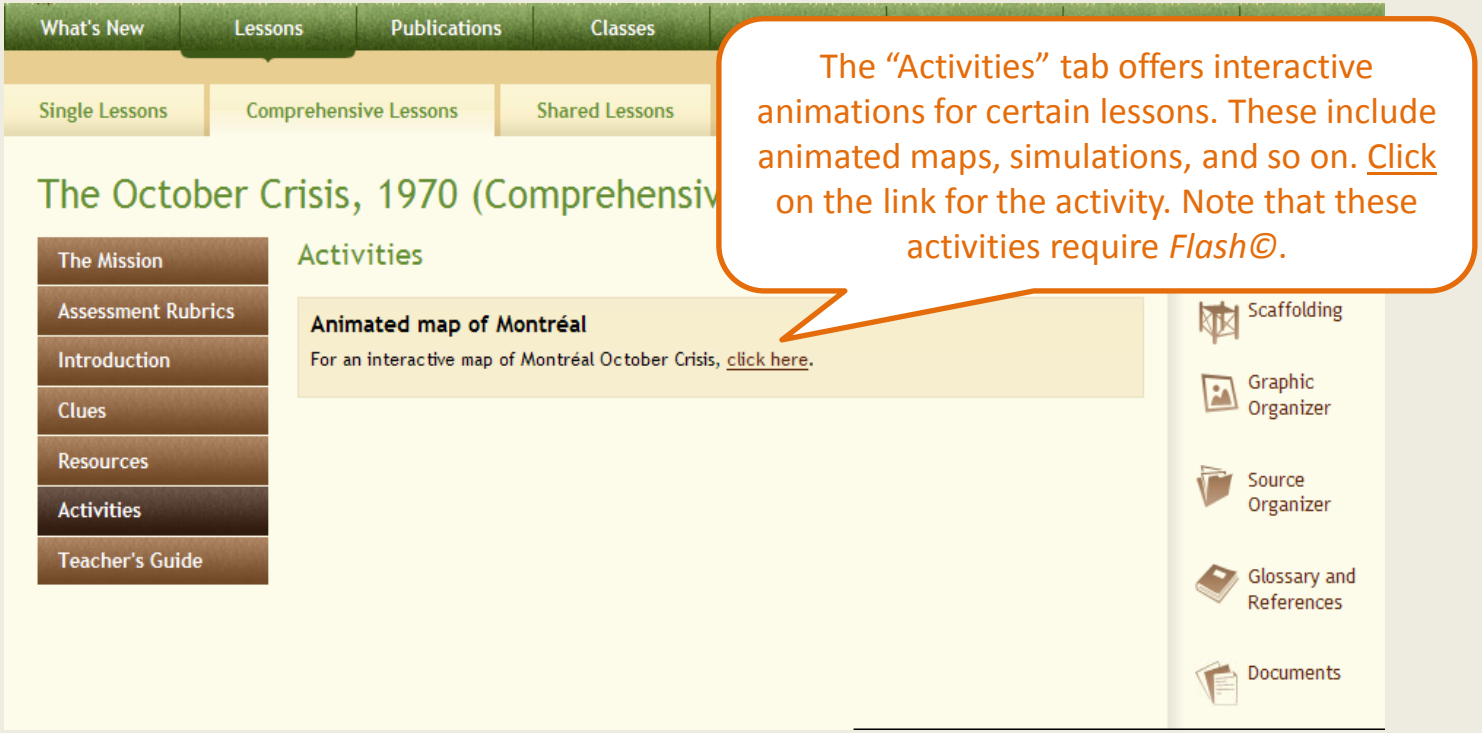

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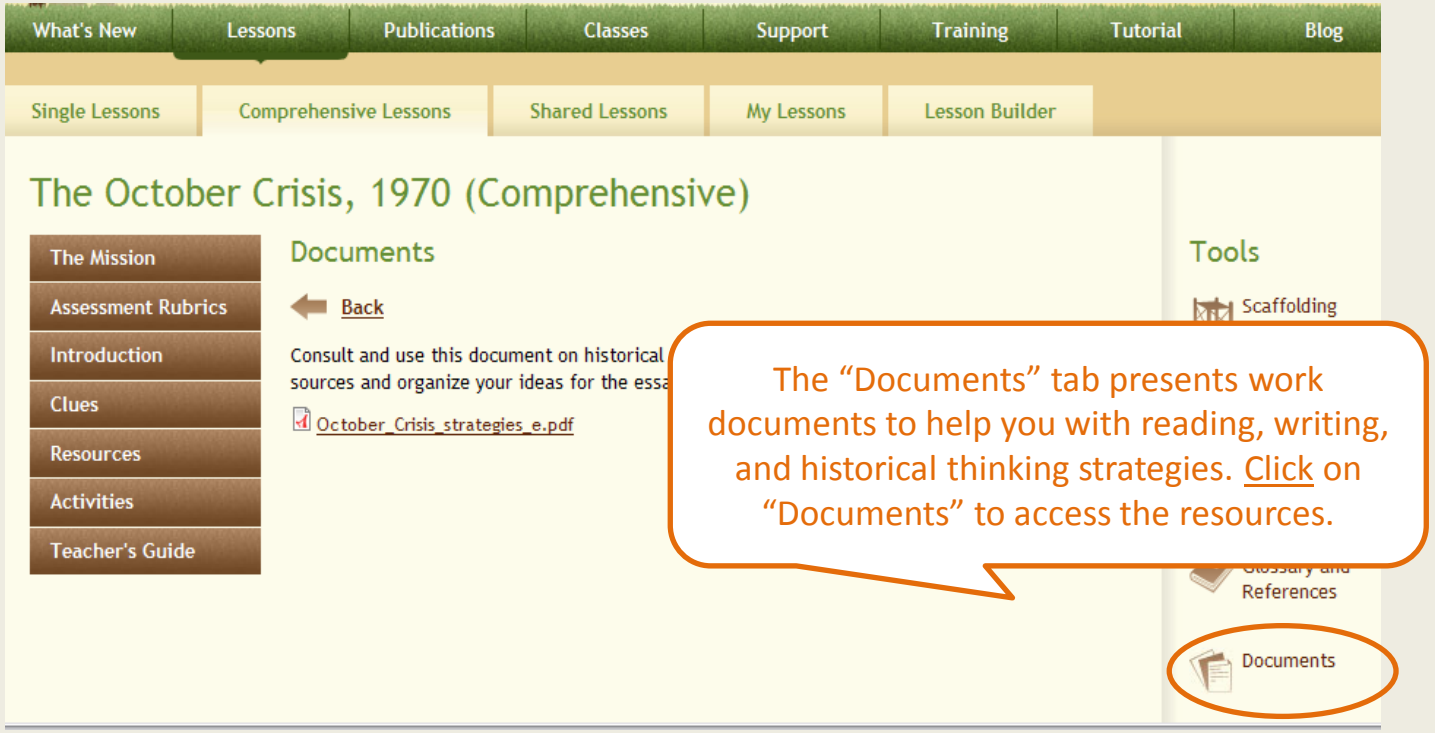

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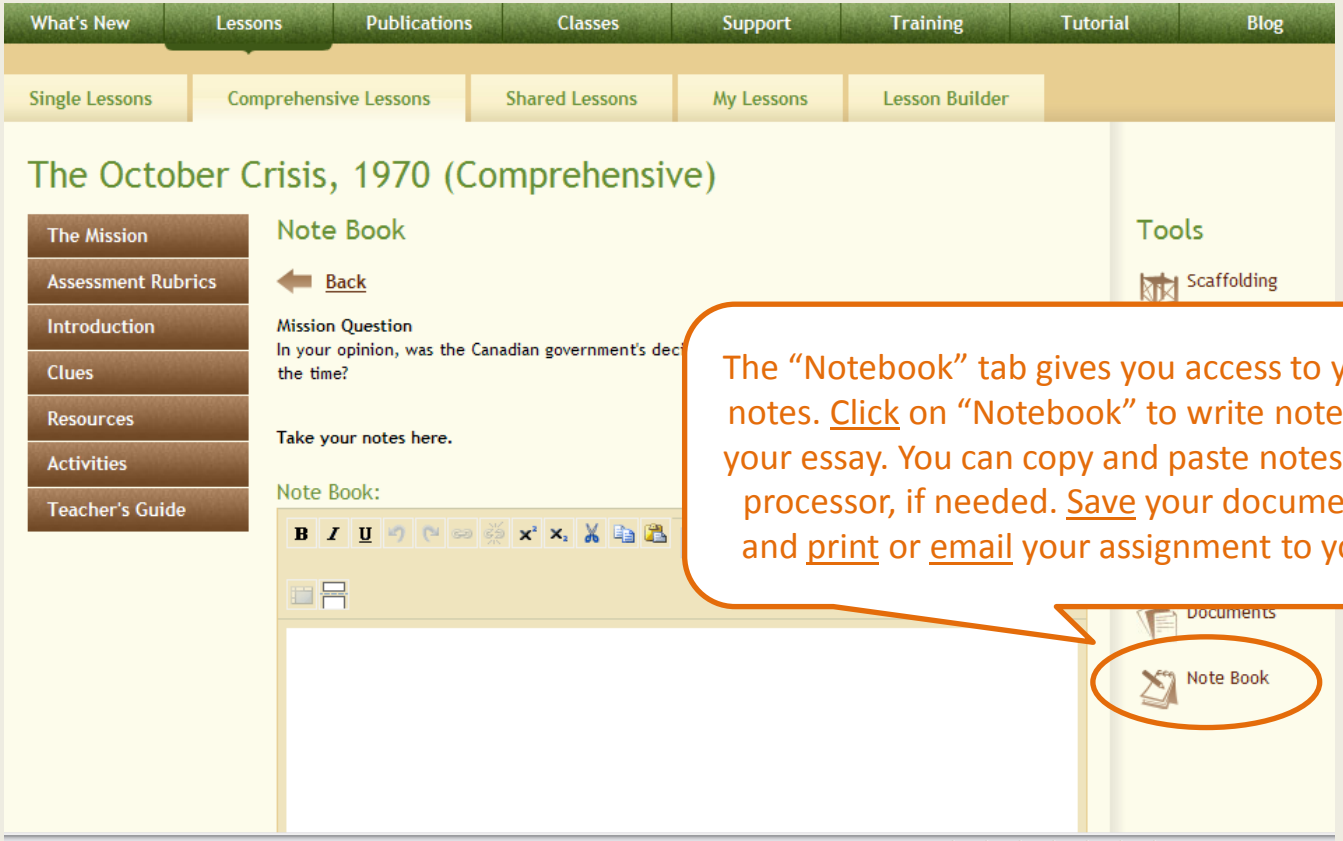

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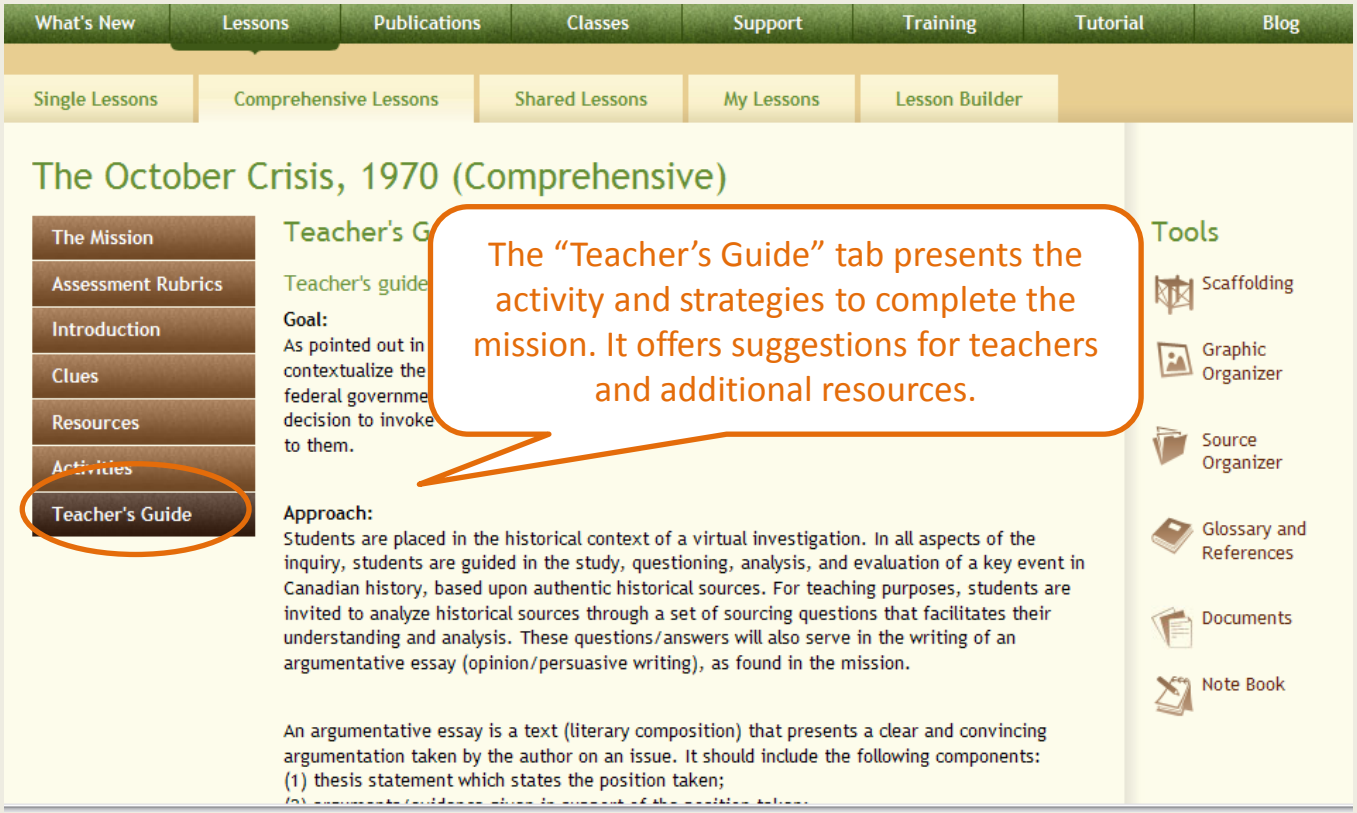
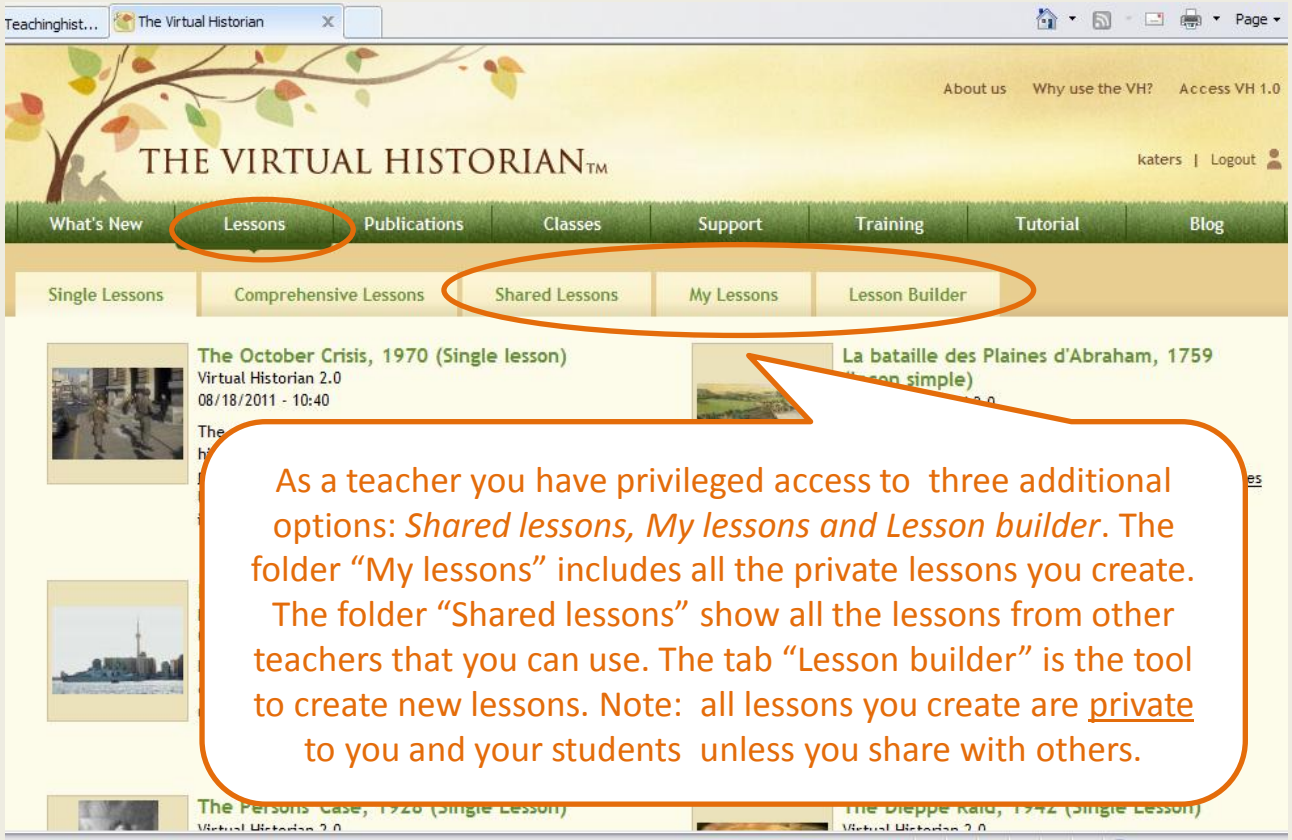


5. How to change or create a lesson



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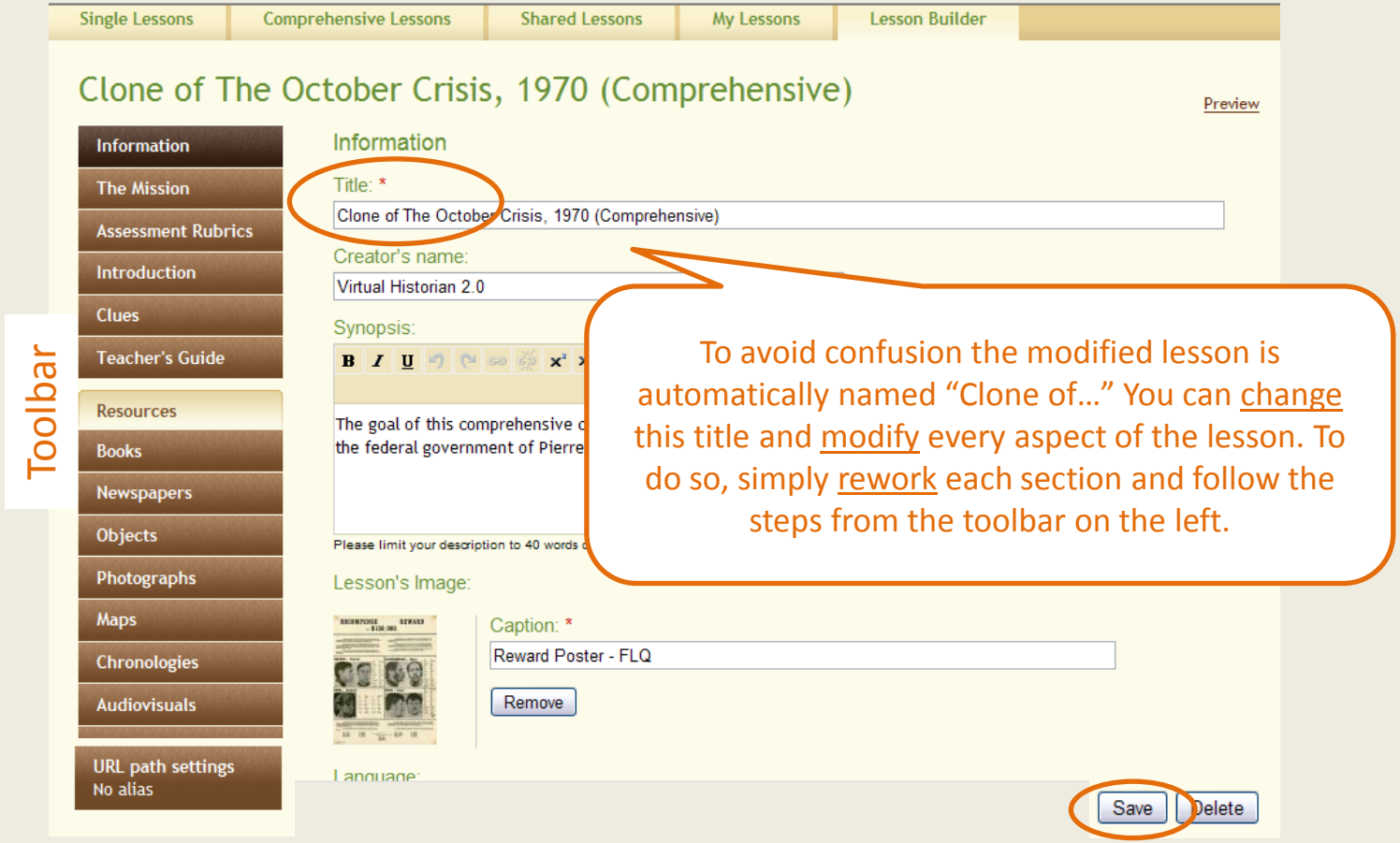

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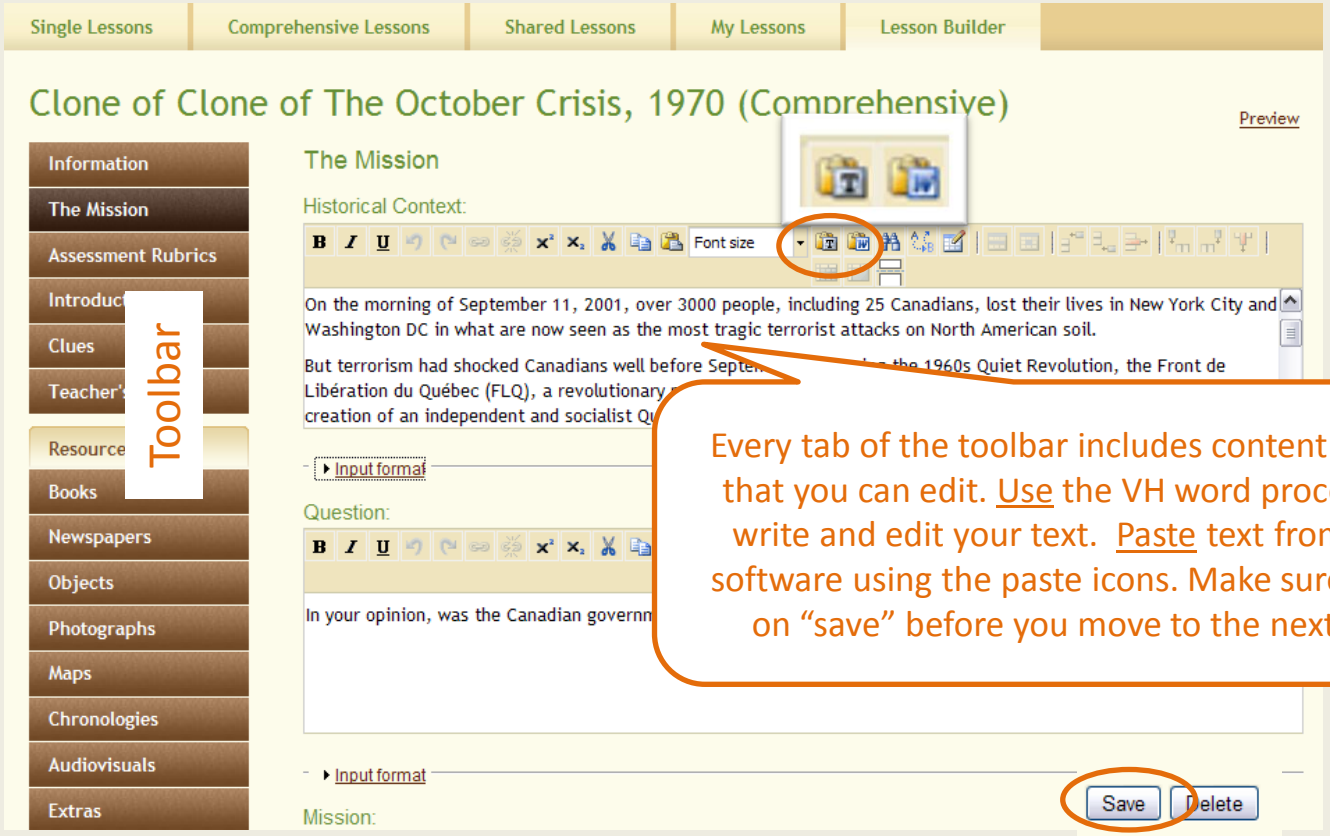

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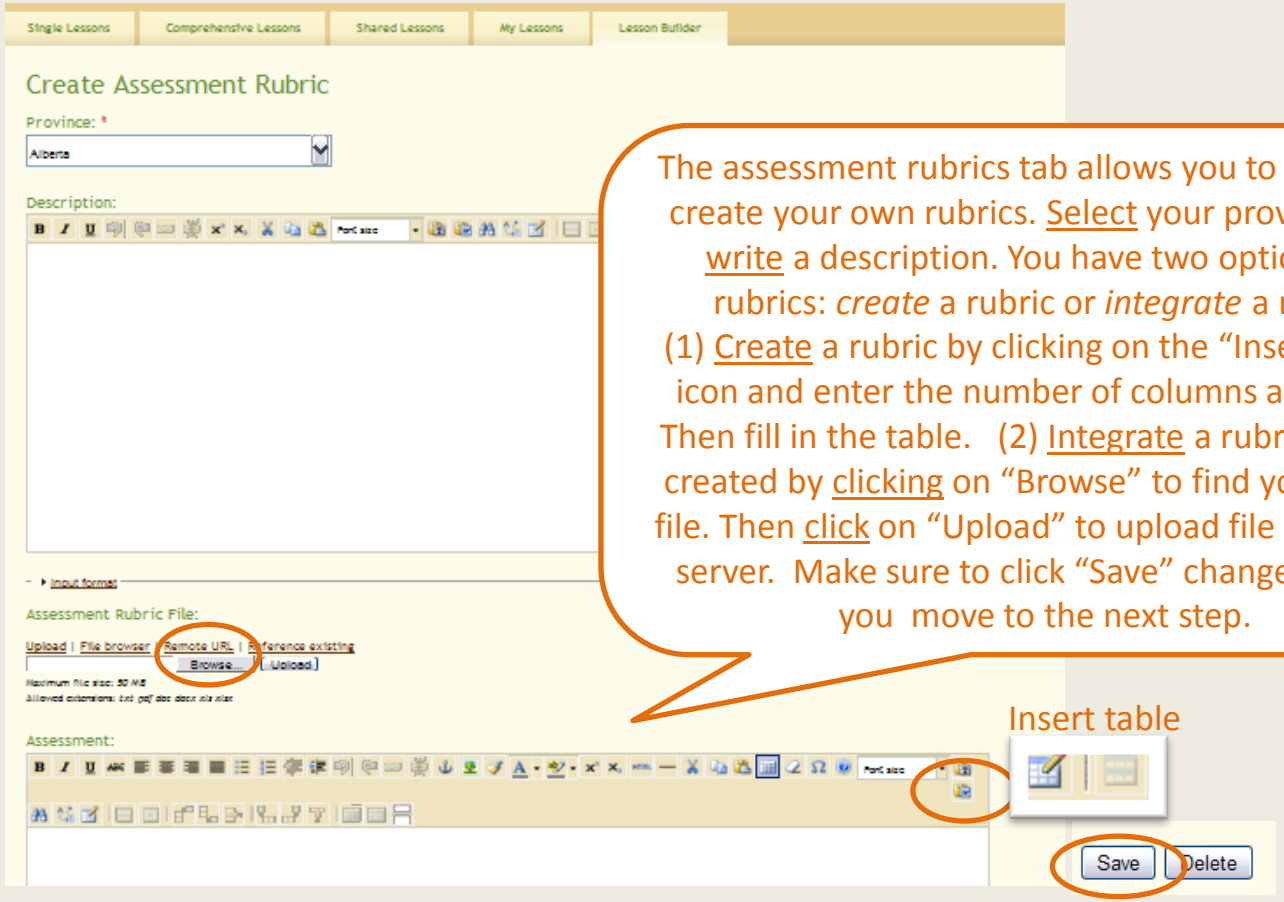

The assessment rubrics tab allows you to modify or create your own rubrics. Select your province and write a description. You have two options for rubrics: *create* a rubric or *integrate* a rubric.
(1) Create a rubric by clicking on the "Insert Table" icon and enter the number of columns and rows. Then fill in the table. (2) Integrate a rubric already created by clicking on "Browse" to find your rubric file. Then click on "Upload" to upload file on the VH server. Make sure to click "Save" changes before you move to the next step.

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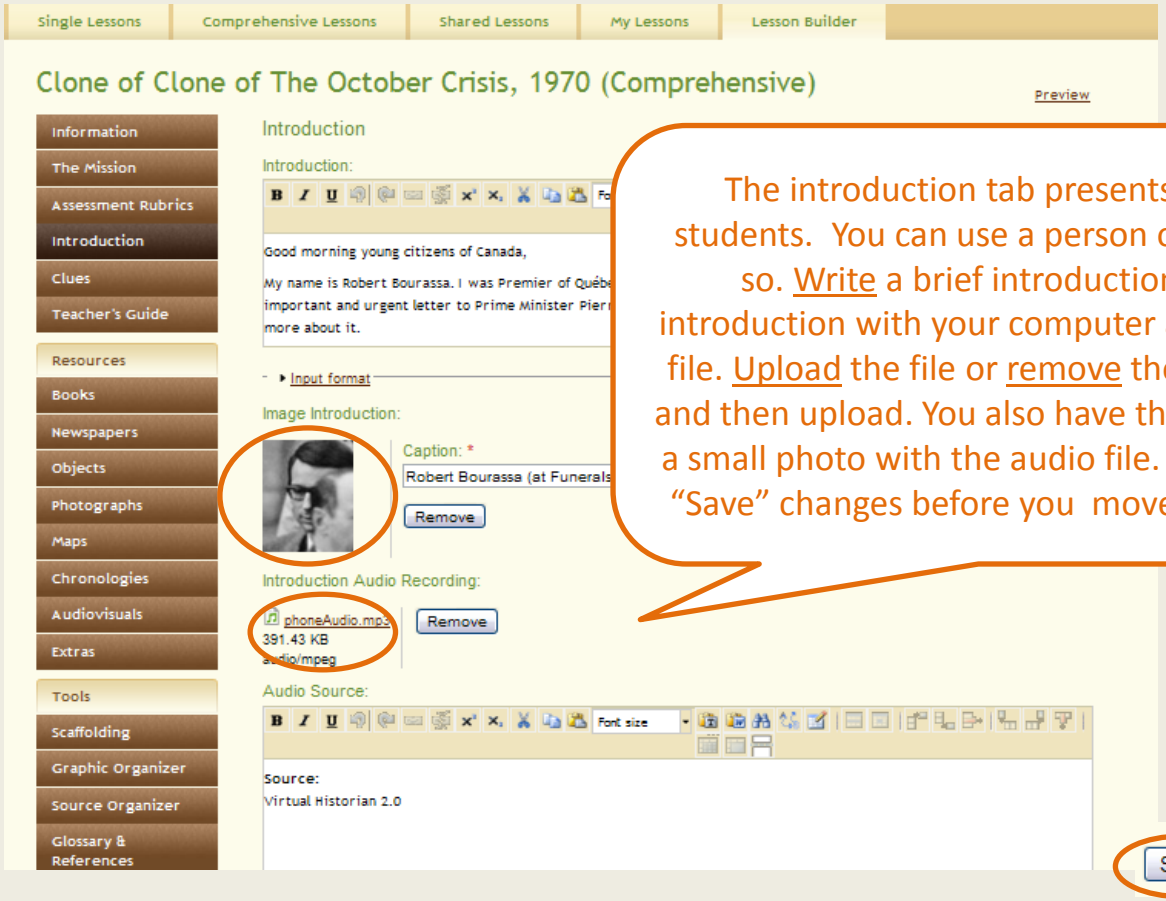

The introduction tab presents the lesson to students. You can use a person or character to do so. Write a brief introduction. Record the introduction with your computer and save it as *mp3* file. Upload the file or remove the original one first and then upload. You also have the option to upload a small photo with the audio file. Make sure to click "Save" changes before you move to the next step.

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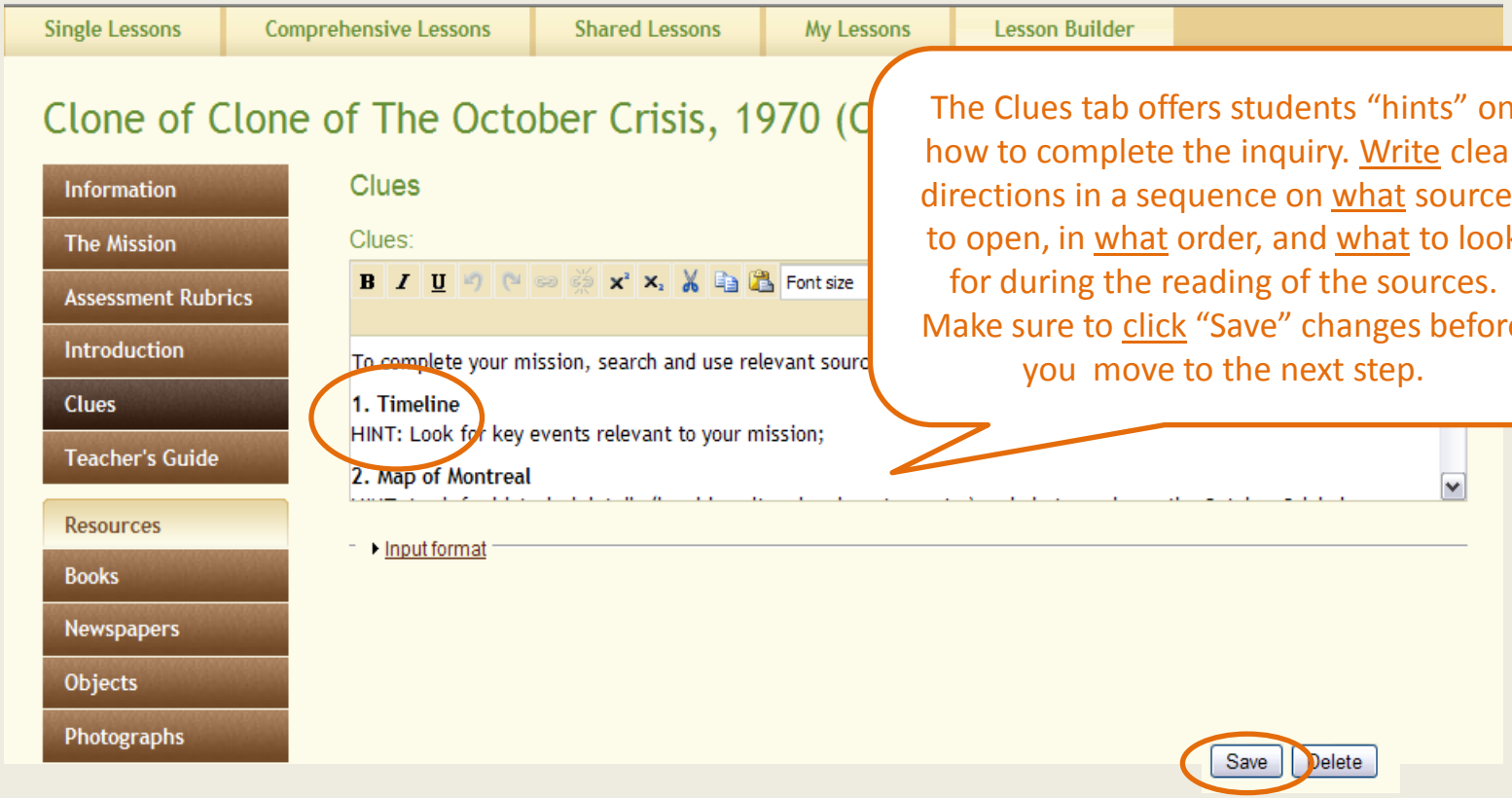
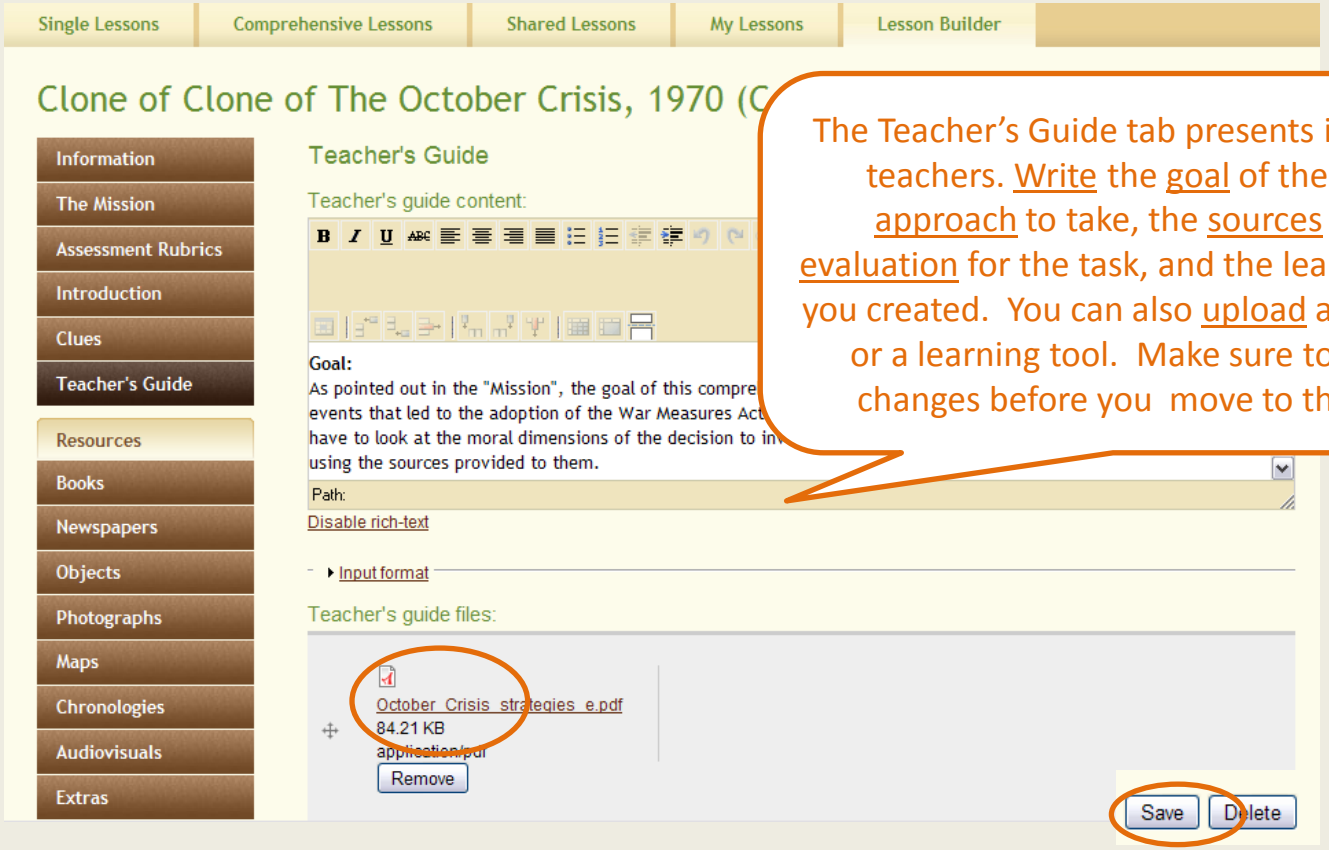


The Clues tab offers students "hints" on how to complete the inquiry. Write clear directions in a sequence on what sources to open, in what order, and what to look for during the reading of the sources. Make sure to click "Save" changes before you move to the next step.

5. How to change or create a lesson



The Teacher's Guide tab presents instructions for teachers. Write the goal of the lesson, the approach to take, the sources to use, the evaluation for the task, and the learning tools that you created. You can also upload a personal guide or a learning tool. Make sure to click "Save" changes before you move to the next step.

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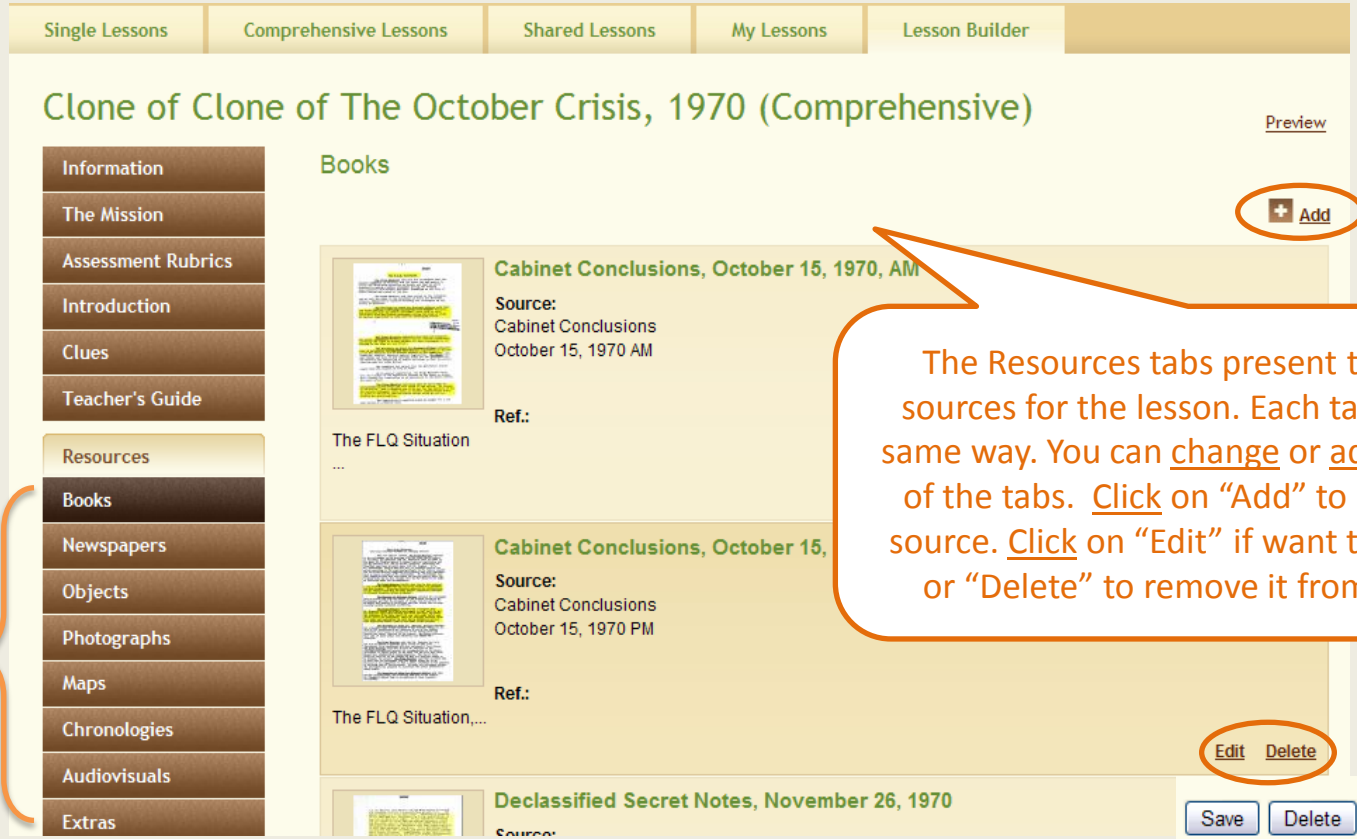
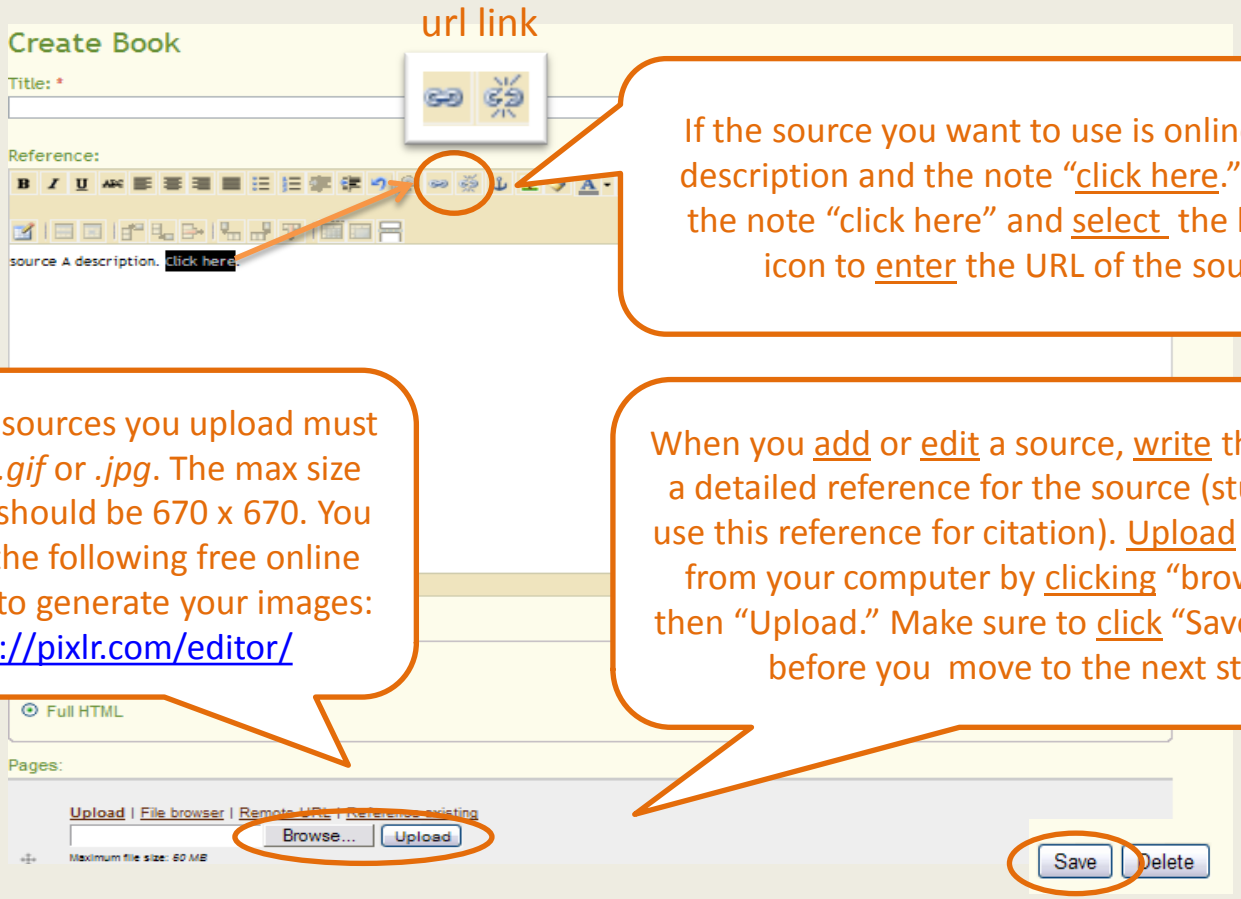


The Resources tabs present the VH library of sources for the lesson. Each tab operates in the same way. You can change or add a source for any of the tabs. Click on "Add" to upload a primary source. Click on "Edit" if want to modify a source or "Delete" to remove it from the VH library.

5. How to change or create a lesson

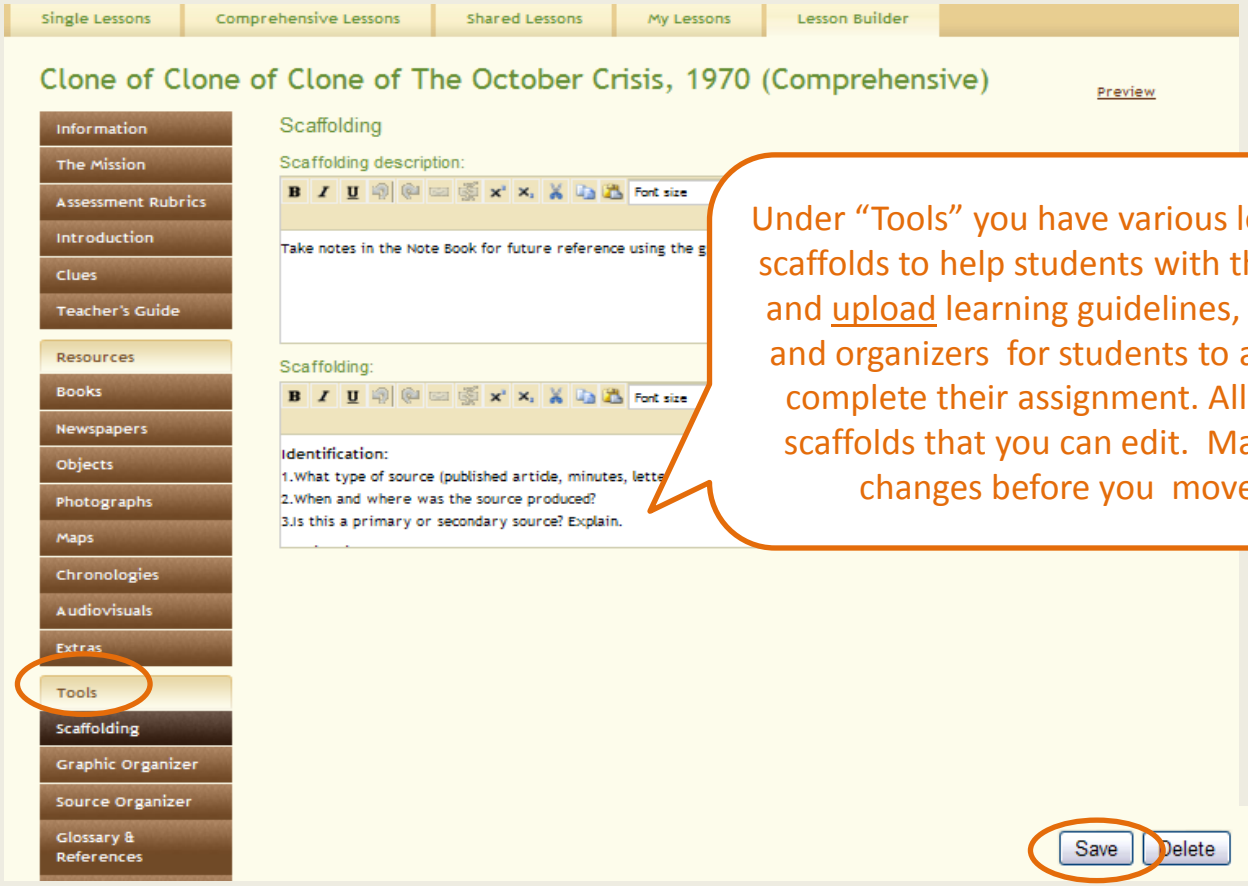


If the source you want to use is online, write a description and the note "click here." Highlight the note "click here" and select the hyperlink icon to enter the URL of the source.

Note: the sources you upload must be *.png* *.gif* or *.jpg*. The max size of image should be 670 x 670. You can use the following free online software to generate your images: http://pixlr.com/editor/

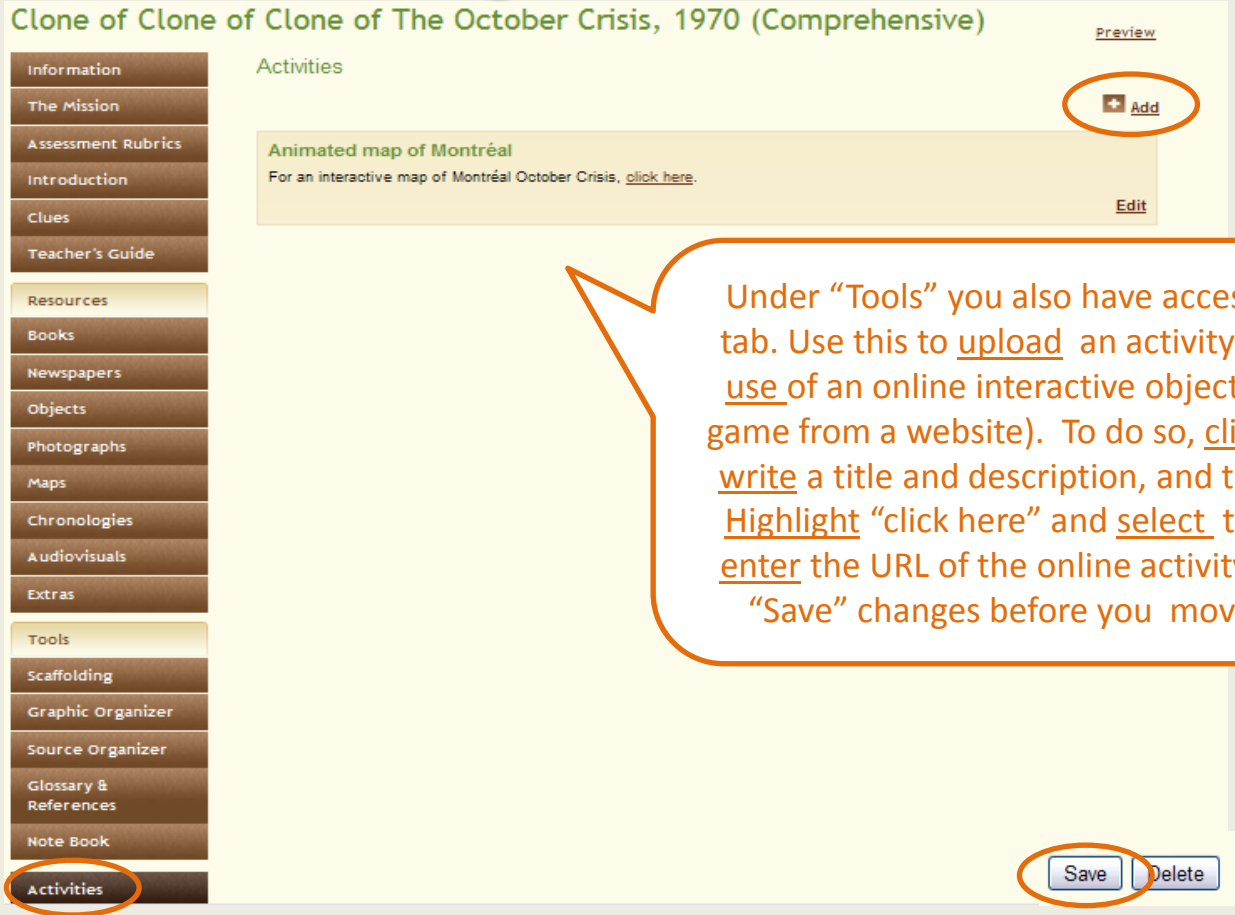
When you add or edit a source, write the title and a detailed reference for the source (student will use this reference for citation). Upload the source from your computer by clicking "browse" and then "Upload." Make sure to click "Save" changes before you move to the next step.

5. How to change or create a lesson



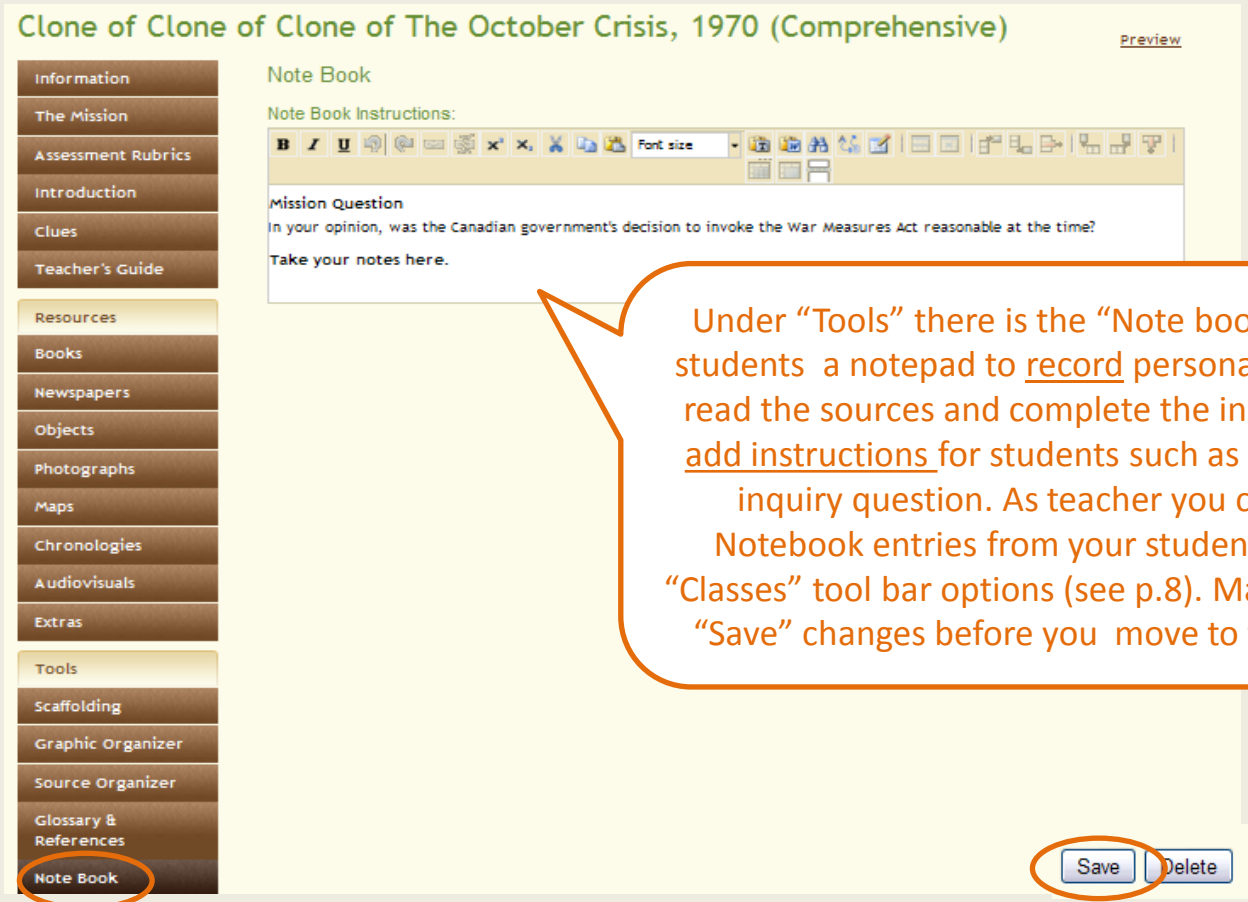
Under "Tools" you have various learning objects. Use the scaffolds to help students with the inquiry. You can write and upload learning guidelines, glossaries, worksheets, and organizers for students to analyse the sources and complete their assignment. All VH lessons come with scaffolds that you can edit. Make sure to click "Save" changes before you move to the next step.

5. How to change or create a lesson



Under "Tools" you also have access to the "Activities" tab. Use this to upload an activity (in flash©) or make use of an online interactive object (e.g., simulation or game from a website). To do so, click "Add" activity and write a title and description, and the note "click here." Highlight "click here" and select the hyperlink icon to enter the URL of the online activity. Make sure to click "Save" changes before you move to the next step.

5. How to change or create a lesson

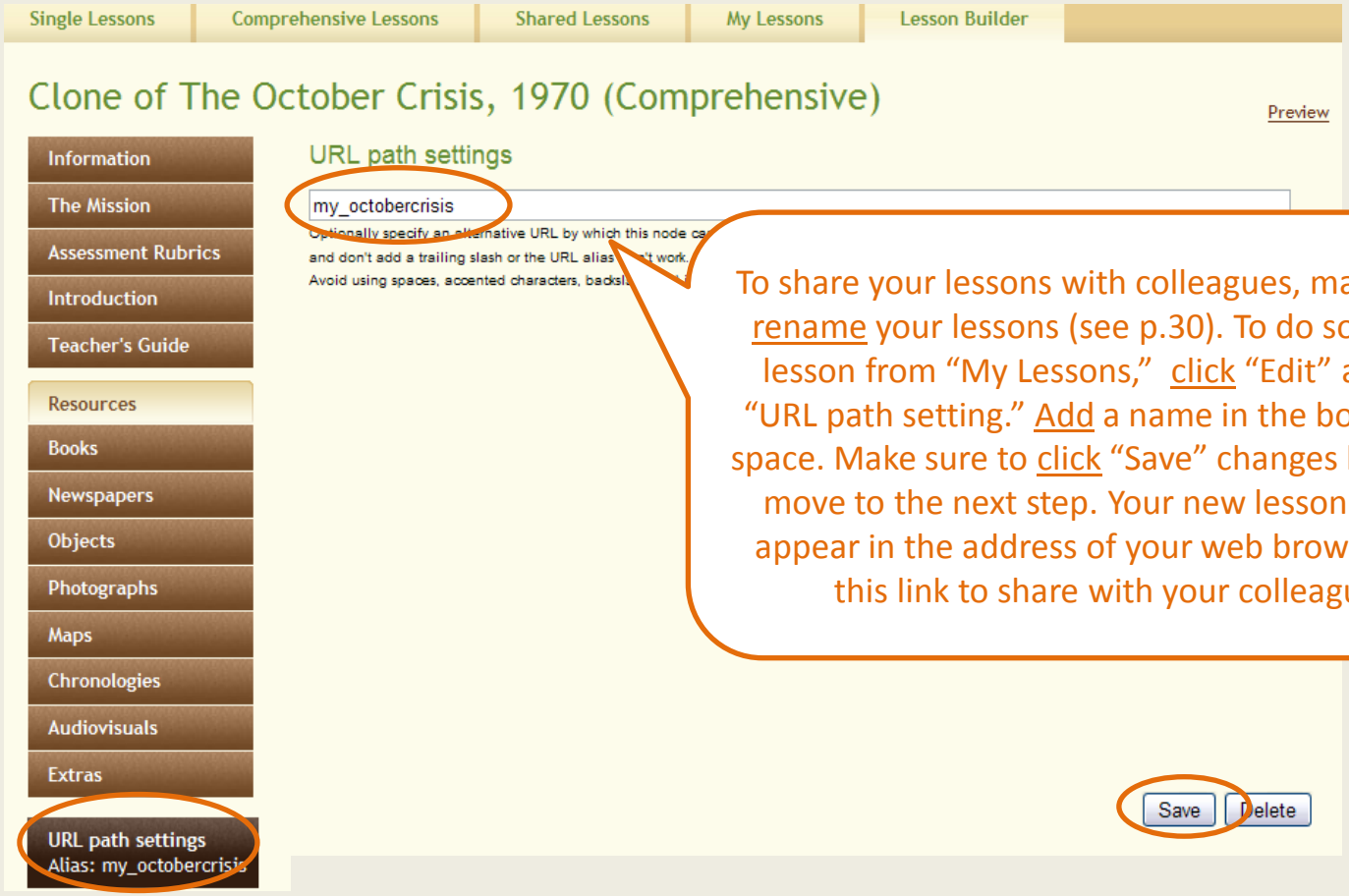


Under "Tools" there is the "Note book." This offers students a notepad to record personal notes as they read the sources and complete the inquiry. You can add instructions for students such as the mission or inquiry question. As teacher you can view all Notebook entries from your students under the "Classes" tool bar options (see p.8). Make sure to click "Save" changes before you move to the next step.

6. How to add and share a lesson

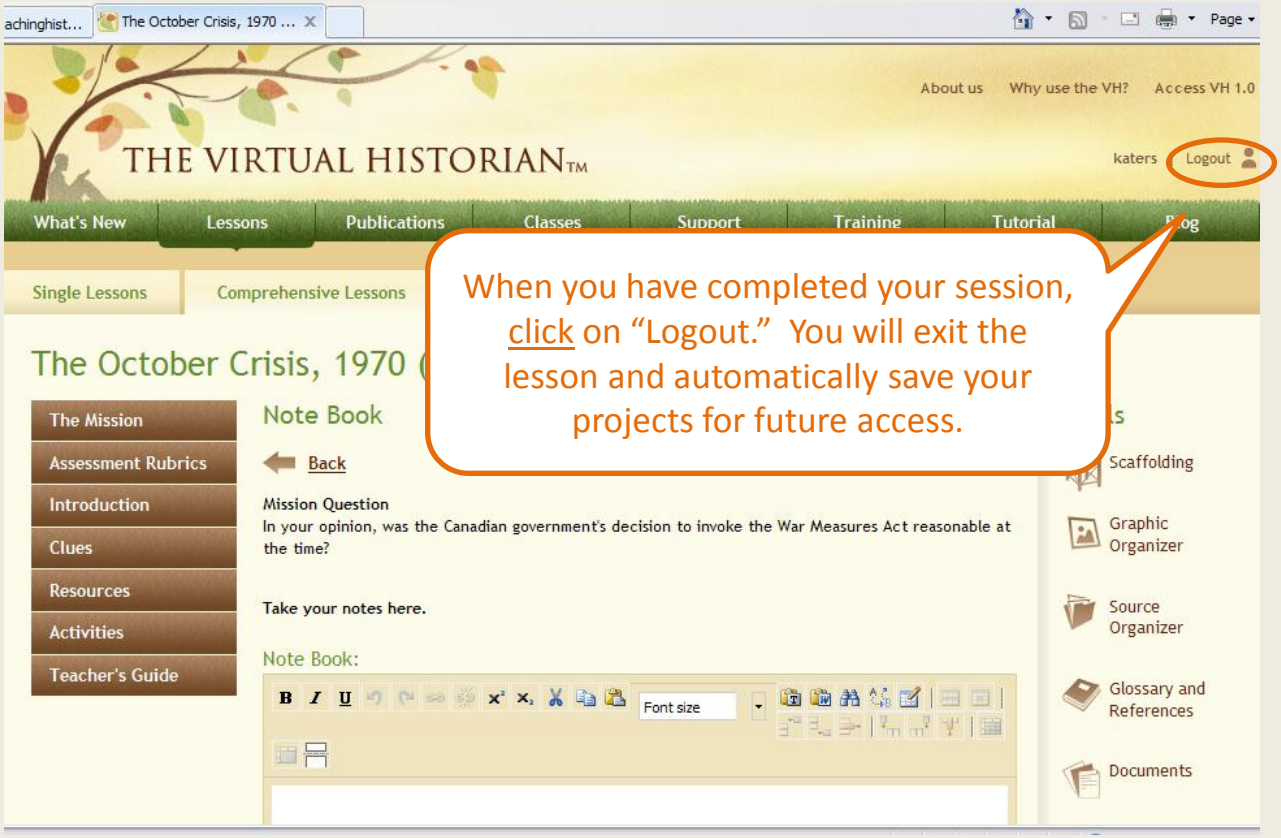
Under "Lessons" toolbar there is the "Shared Lesson" tab. This allows you to add and share lessons with colleagues. Enter in the box the URL (web address) of the lesson from a colleague you want to add to your folder and click "Add." The new lesson will appear below. Note that shared lessons are copyright protected and cannot be edited.

6. How to add and share a lesson



To share your lessons with colleagues, make sure to rename your lessons (see p.30). To do so, select a lesson from "My Lessons," click "Edit" and then "URL path setting." Add a name in the box without space. Make sure to click "Save" changes before you move to the next step. Your new lesson URL will appear in the address of your web browser. Copy this link to share with your colleagues.

7. How to log out



How to contact the VH team

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