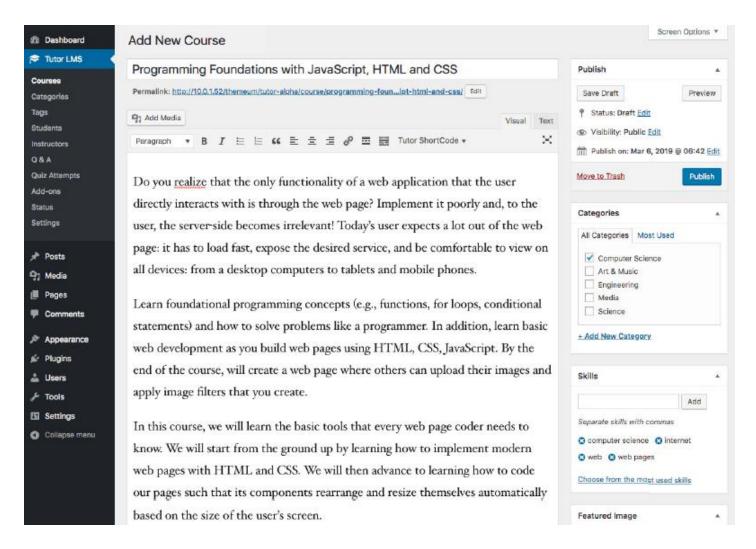


## LearnersCoach Course Builder

Before you create a course, you need to have a few things ready. Like, you need to have already registered on our site <a href="learnerscoach"><u>learnerscoach</u></a>. To create a course from backend you need to browse to Dashboard > Tutor LMS > Courses > Add New.

In the backend course creation system, a complete course page looks like the following





Course Builder		Expand all   Collapse all A
⊕ Building A Web Page	with HTML	0 B V
+ Algorithm and Progra	amming Concepts	0 B V
+‡+ Computational Think	ing	0 B V
+ Programming Funda	mentals with JavaScript	0 m V
Add new lesson	Add Topic Quiz	
Add new topic		
Additional Data		
Total Course Duration	03 20 00 HH MM SS	
Level	Beginner * Set the course level	
Benefits of this course (What I will learn)	Think critically about how to solve a probler programming  The students will know what they will learn after comp	
Targeted Audience	Someone who wants to make a career in we development  Specify the targeted audience who will benefit most audience	* *** 4
Material Includes	A list of assets you will be providing for the students	s in this course

## **The Basics of Course Creation**

You'll find it very easy to create a course with LearnersCoach. All the task can be done in one place. There's this Course Builder section which will take care of creating topics, lessons, quizzes, assignments, and questions. Mostly everything that is accessible to a student once they enroll in a course.

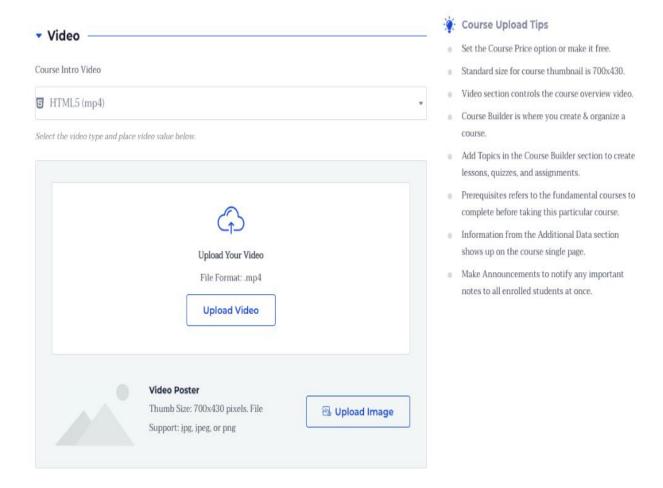
The rest of the sections control the data that will be put on the Course overview page. First thing first, lets set up the Course overview page

- Course Title: This is where you type in the name of the course. Try to keep it brief and precise.
- **Description:** Your complete course description goes to the Description field. Here you highlight why the course should be taken and who is the appropriate audience for the course.
- **Choose Categories**: For a better understanding and easier navigation, it's better to assign the course to a category. Note: Only the admin can create a course category.
- Course Price: you can define if your course will be free or you are going to charge for the course from here. If you choose to charge for the course. Put the price in the text field. If your monetization is WooCommerce then a new product will be automatically created and assigned to the course. But if you're using the backend editor. You'll need to assign a WooCommerce product manually.
- **Level:** This is the general categorization of all the courses. Defining a difficulty level here would provide a better user experience.
- **Course Thumbnail:** It's basically the banner image for the course. It will appear either as the course thumbnail or as the banner image in the respective pages.

### **Introduction Video**

This section lets you add and control the settings of the introduction video which typically appears on the course overview page.





**Course Intro Video:** You can select the introduction video from three sources: HTML5, YouTube, Vimeo, and External URL. Choosing HTML5 will let you upload mp4 video on your site.

Video Poster: You can upload a custom poster (thumbnail) for the video using this functionality.

## **Additional Data**

This section controls the little yet important details about a course. All the data given here will be shown on the course overview page



<ul> <li>Additiona</li> </ul>	al Data ————			- Course Upload Tips
Total Course Durati	ion			Set the Course Price option or make it free.
07	30	00		Standard size for course thumbnail is 700x430.  Video section controls the course overview video.
НН	ММ	SS	0	Course Builder is where you create & organize a course,
Benefits of this cou	urse (What I will learn)			Add Topics in the Course Builder section to create lessons, quizzes, and assignments.
Create a static homepage useful for most websites, or a blog like homepage useful for bloggers.				Prerequisites refers to the fundamental courses to complete before taking this particular course.
Create a Perposive Website that looks good on any browser.				Information from the Additional Data section shows up on the course single page.
Requirements/Instructions				Make Announcements to notify any important notes to all enrolled students at once.
You will need a	a working computer and a web	as everything will be covered in this cou browser connected to the internet That is the beauty of Wordpress.	rse.	
Targeted Audience				
If you want to learn Wordpress without paying for a web host, this course is perfect. I'll show you how you can install Wordpress on your very own computer while you learn. This course is for you if you want to build a website, whether for personal or business				
Material Includes				
7.5 hours on-d 10 articles 31 downloadab			ı	

**Total Course Duration:** It is the ideal duration of how long it will normally take to finish the course.

Benefits of this course: You should put some oneliners here on how the course can benefit the ones who take it.

**Requirements/Instructions:** You should put some oneliners to help better understand what are the requirements for this course.

**Targeted** Audience: You should put a few one-line sentences on who are the people that can be most benefited from this course.

**Materials include**: These are one-liners too. You can write down what are the materials you'd be providing on this course.



## **Making Announcements**

N Add Announcement

The announcements are like the notice boards. All students in the course will see the announcement when you make one. You can take advantage of the available variable {user\_display\_name} to make it more personalized, like the one shown in the screenshot. Doing so will enable each individual to see their own name on the announcement. Hit the "Add Announcement" button to publish it.

Title	
Mak	ing your first announcement
Annoui	ncements
В	7 ⊻ 66 № 12 12 12 12 13 13 13 13 13 13 13 13 13 13 13 13 13
Hello	{user_display_name},
	is the first announcement of your course. I hope you are doing great. This course will help you more skill on your desired field and help you prosper on your careen path. We have designed
the c	ourse in a way that is industry specific and it is assoicated with industry leaders to to help you ery step of the way.
Р	

### **Course Attachments**

The Course Attachments addon lets you upload attachments to a course. Any file format that is supported by Learners Coachcan be uploaded. To enable this feature, turn on

"Tutor Course Attachments" addon from Dashboard > Tutor LMS > Addons > Tutor Course Attachments.

Enabling the Course Attachments addon will allow you to upload attachments across the platform. An example is shown below –



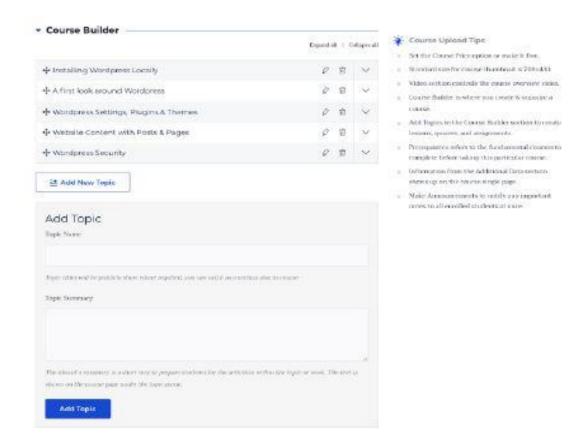
You can upload all the supported files on Learners Coach with this feature. The files you upload will be available on the Course landing page under the Overview section.

#### N/B:

If you get the maximum file size error while uploading any file. Please inform us at <a href="maximum filesize">info@learnerscoach.co.ke</a>, we will advise accordingly. For now ensure you observe 16 MB file size limit

## **Course Builder**

The course builder section is like an index for the course. You can create topics to create and decorate your lessons & quizzes. It will help the users to navigate through the course properly.

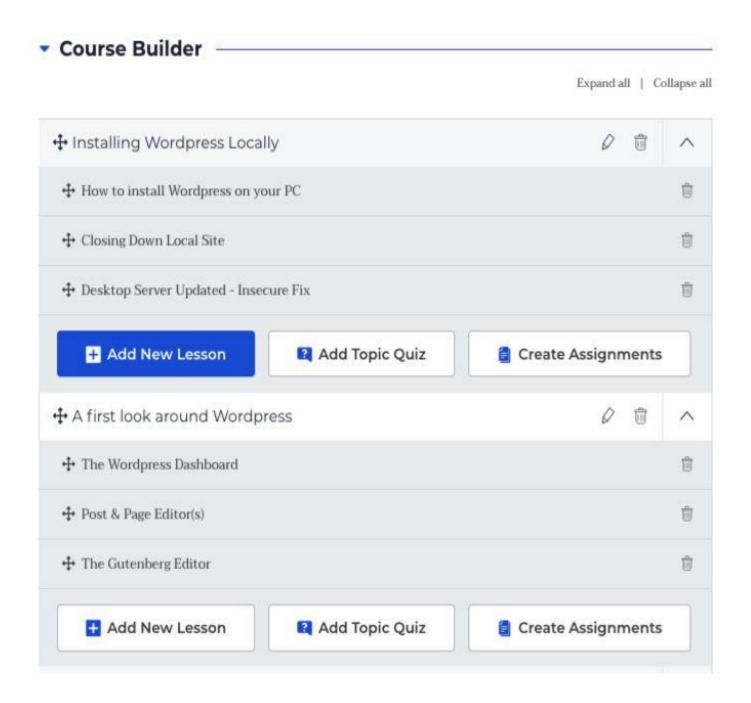


A course is normally divided by chapters or weeks, the lessons and quizzes are typically assigned to those chapters or weeks. A topic helps you to organize the course in that manner. Clicking the "Add new topic" button will open up its respective fields.



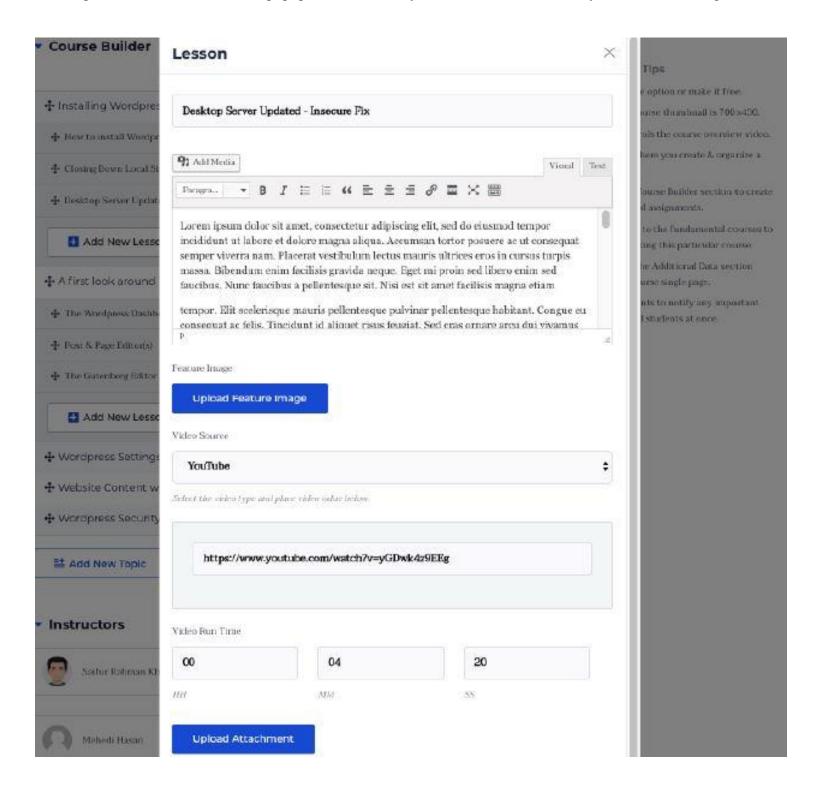
## **Creating a Lesson**

After the topic is created, a lesson or a quiz can be added to that topic. Let's see the available settings for a lesson.



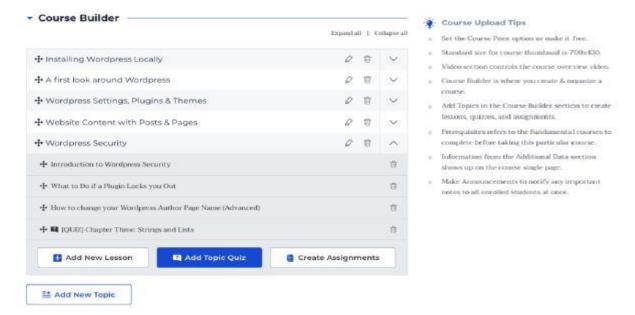


Clicking the "Add new lesson" will popup a screen where you can add all the necessary details for creating a lesson.



### **Creating a Quiz**

A quiz is generally a collection of a few questions. There's no limitation on how many questions can be created in a quiz. Let's begin the quiz setup procedure. Once a topic is created, a lesson or a quiz can be added to that topic. To create a quiz click on the "Add Topic Quiz".

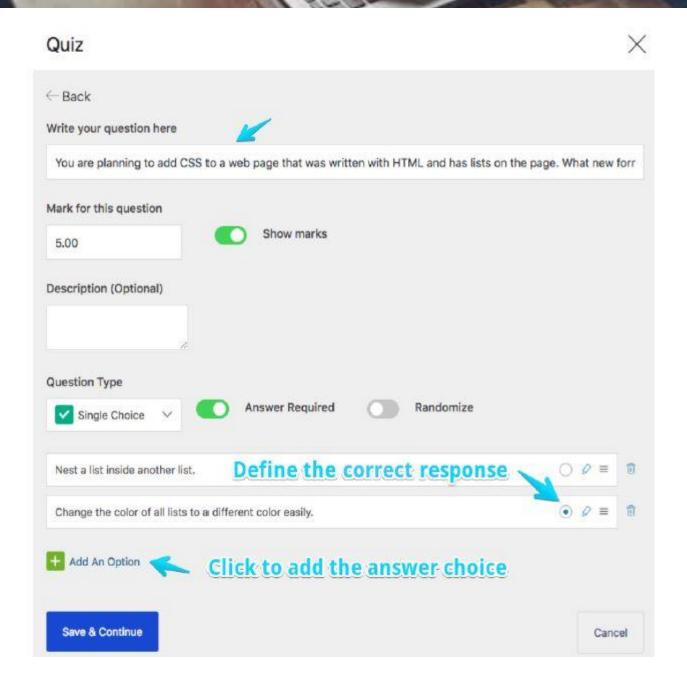


After that, you'll be presented with a popup screen similar to the following image where you need to name the quiz and also a description (optional). Then hit "Save & Next" to start adding questions.



The only required field here is the Quiz title, you can leave the description field blank if you want to. But it's advised to fill it in. Once you've done that click Save & Next to start setting up questions.



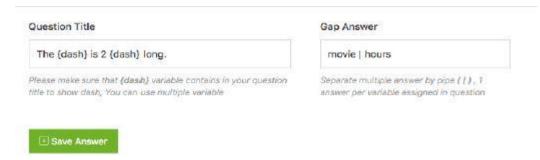


When you're on the Questions tab, you'll see an "Add Question" button, clicking on it will present you with the above screen. The options are pretty self-explanatory, you need to type in the question, set its mark, add a description if needed, then choose the answer type and click on "Add An Option" to add your answer. Be sure to define the correct answer from the list.

### **Question Types in Tutor**

To bring diversity in a quiz and make it more interactive, Learners Coach offers 10 question types.

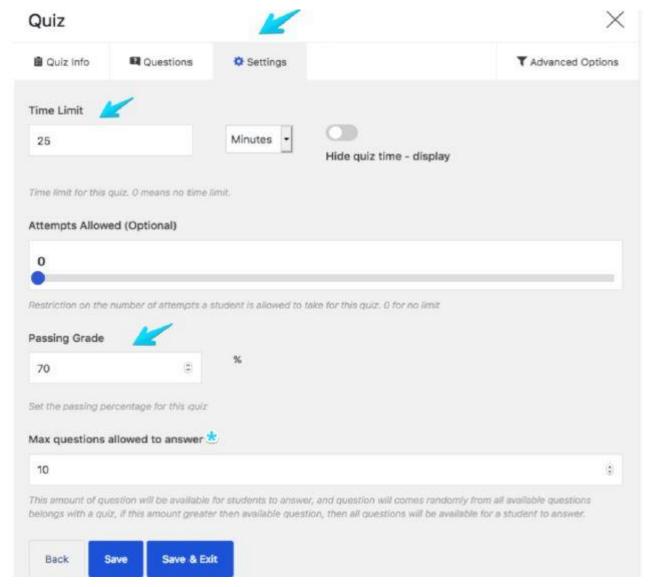
- 1. **True False:** It's like the typical true or false question type, you can define whether the answer is true or false.
- 2. **Single Choice**: It's more like the MCQ type, here multiple answers are given for the question but only one is correct.
- 3. **Multiple Choice:** When your question might have more than one possible answer, use this question type.
- 4. **Open-Ended/Essay:** This question type best fits when you need to take feedback from the students.
- 5. **Short Answer:** It's more like the same as open-ended type, the difference is here the character limit is 200 ideally.
- 6. **Fill in the Gaps**: As the name suggests, students need to type in a word or two in the blank field. You need to define the correct response while creating the question. Type in "{dash}" in the question title (you can use it more than once in a question) to create the dash and in the answer field, type in the correct response. Use "|" to differentiate your answers if you have more than one.
- 7. **Matching:** This question type comes in handy when you need to set up word matching questions. You need to type in the matching word or phrase alongside the answer and you're all set. You can also set up image as well as word to this matching type. Like the following



- 8. **Image Matching:** As the name suggests, this question type allows you to create image matching questions. You need to upload an image along with its word or phrase answer to setup this question.
- 9. **Image Answering:** Unlike image matching type question, here a student needs to write down the answer by observing the image. The answer is defined by the instructor (in small letter).
- 10. **Ordering:** This question type is suitable to create re-arranging type question. It's the best fit for taking quiz regarding precedence, step verification or pipeline.

## **Quiz Settings**

Now that we've created questions for our quiz, we need to know the settings to set up the quiz the way we want to. Browse to the Settings tab.



**Time Limit:** You can determine the quiz duration using this function. You can even hide the quiz time if needed. In case you don't want to put a time limitation, then set the limit to 0.

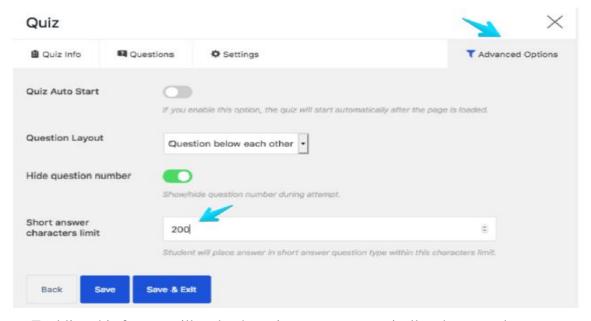
**Attempts Allowed:** If you want a fixed number of attempts to be allowed for taking the quiz, then you can set it from here. For instance: if you set the limit to 5, that means a student can attempt to take the quiz for 5 times at best.

**Passing Grade:** As the name suggests, a student has to obtain this mark in order to pass the quiz. For instance: 70% means they need to score 70 out of 100 to pass the quiz.

Max Questions Allowed To Answer: It's a bit tricky. This feature is introduced to randomize questions in a quiz. The purpose of this function would be more clear with an example. Say you have 50 questions in a quiz, if you put 50 here, a student will have to answer all the 50 questions in order to complete the quiz. But if you put 10 here, the student will have to answer only 10 questions out of the 50 and these 10 questions will appear randomly. No student will get the same set of questions.

## **Quiz Advanced Options**

There are a few additional settings to give you access to more advanced options.



**Quiz Auto Start:** Enabling this feature will make the quiz to start automatically when a student enters to the quiz page.

Question Layout: You can control how the questions will appear in the quiz using this function.

**Hide Question Number**: Turning it on will put a serial number in front of every question.

**Short Answer Characters Limit**: You can define the character limit for the "Short Answer" question type from here.