Vclass Tutorial

Vclass is EBUS's online classroom. It's an exciting and interactive virtual room where teachers and students can get together to share books, read, learn, and of course socialize. This tutorial will guide you through getting into a Vclass and using the tools available there.
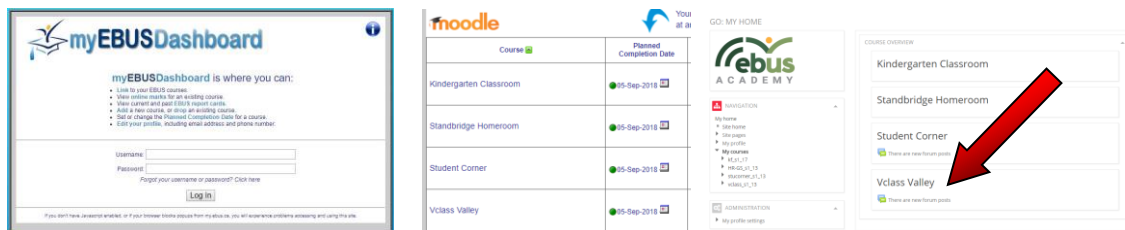
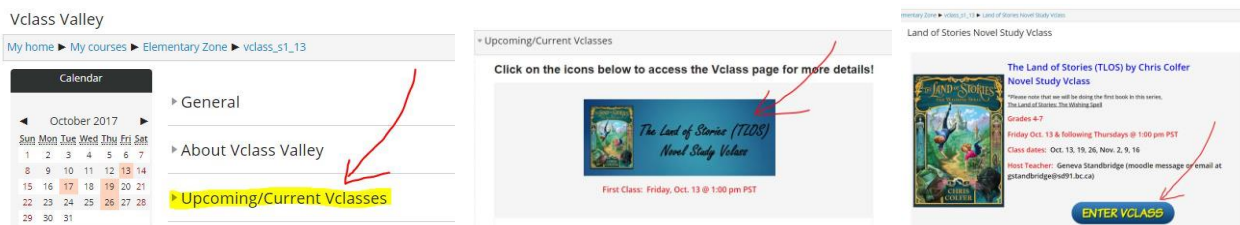There is also a more detailed Video Tutorial available here:
https://www.youtube.com/watch?v=xIO58SwiCTc

To participate in a Vclass, all you need is the link – and a working computer/device and internet, of course! A microphone headset is also handy if you'll want to use the microphone to speak in class, but is not required.

Where to find Vclasses

Up-to-date info for Vclasses is posted to the Vclass Valley page in Moodle, all Elementary students at EBUS have access to the Vclass Valley page. Simply login to your child's EBUS Dashboard, click through to the Dashboard, and click on Vclass Valley.
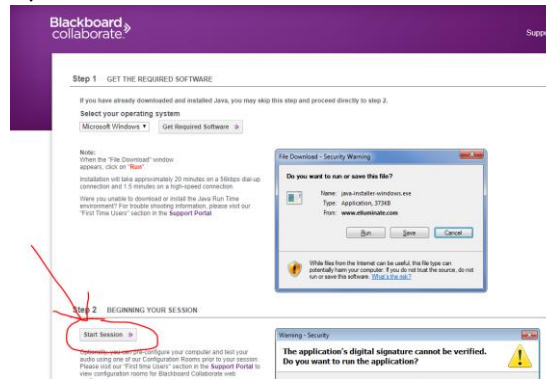

On the Vclass Valley page, you'll see a calendar with peach-coloured blocks showing when Vclasses are scheduled. To view all Vclasses, click on the Upcoming/Current Vclasses tab. Click on the image/icon of the class you want to view information for, and you'll go to the page for that class. There, you'll find detailed class info and the link to enter the Vclass.
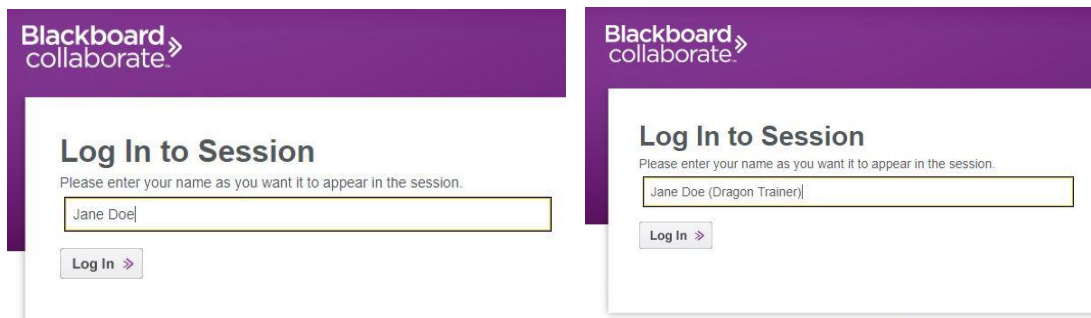
How to Login

To get into a Vclass, simply click on the 'Enter Vclass' link and the login process will begin. If you're taken to this screen, click on the Start Session button:

The actual login screen looks like the images posted below. Here, the student can type in their name as they want it to appear in class. Students should:

- Type in their real first name (whatever name they go by on a regular basis, use with the school, etc.)
- Last name or last name initial (in case we get more than one student with the same name)
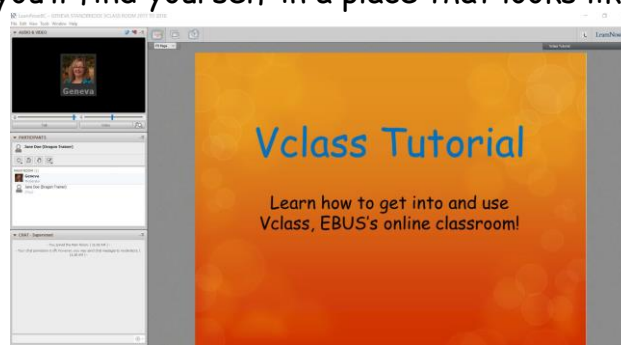
If students want, they can also include a nickname, we just ask that they always type their first name first (being in an online environment where we can't really put faces to names, it's important for teachers to know exactly who they are addressing in a class). Also, nicknames should always be appropriate for a school/public setting.
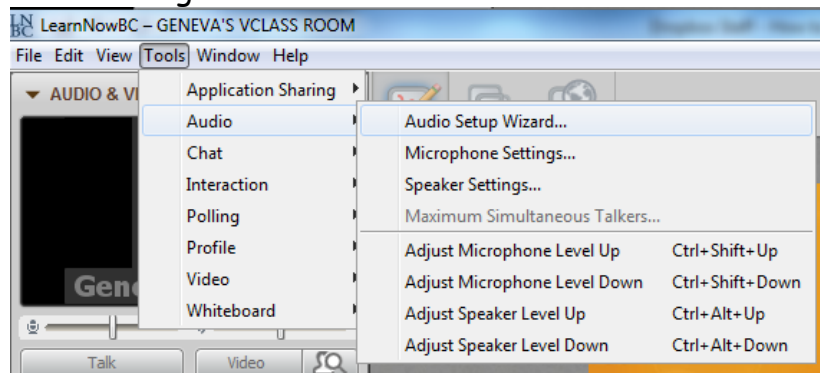

Once you click the Log In button, you may get screens prompting you to 'accept', 'run', 'ok' – please click to allow any of these, Collaborate is a very safe and secure program and you will need to allow it to run fully in order to access our online classroom.

Vclass Room – Panels and Tools

Once the program loads, you'll find yourself in a place that looks like this:
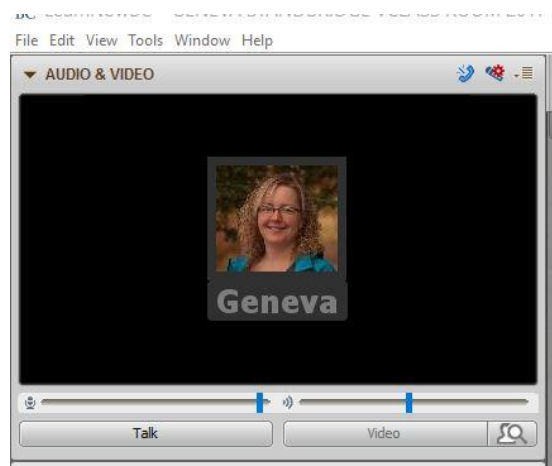

This is your online classroom – Vclass! Once you're in, one of the first things you should do is 'Audio Setup', to make sure your microphone will work. On the top left of your screen, click on Tools, then Audio, then Audio Setup Wizard and follow the directions to test your microphone and speaker settings.
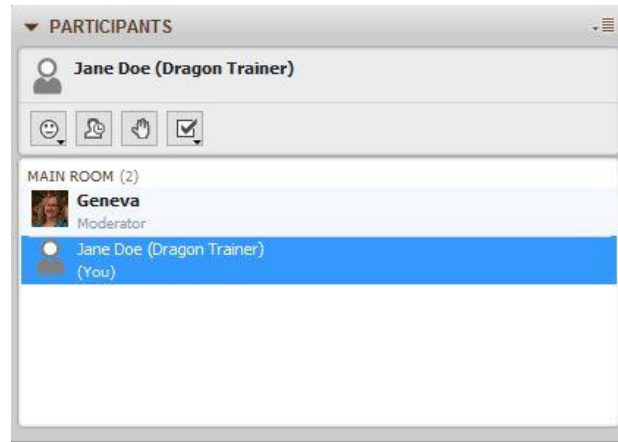

Now let's take a basic tour of the various elements of the online classroom.
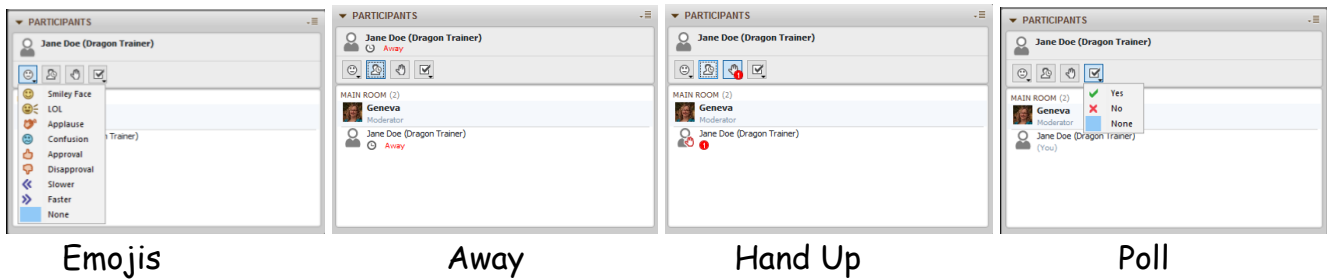
Audio and Video

This is where you access the microphone to be able to talk to the class, and on occasion use the webcam option to transmit video. For optimum performance, you should use a microphone headset. To talk, when the Talk button is black just click on it and speak into your microphone (a little blue microphone icon will show in the talk button). When you're done speaking, click on the talk button again to turn your microphone off.
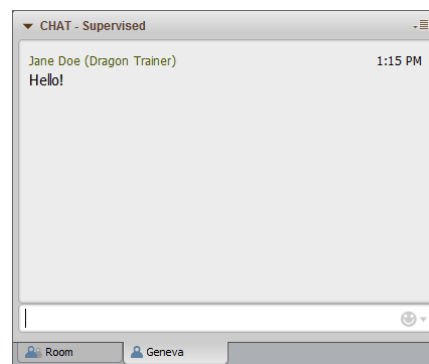
Participants

This is where you will see your own name and the names of everyone else who is in the class. Here is where you'll also find some interactive icons (just above where it says "Main Room") which may be used during the class. These include the emojis button (happy face, sad face, thumbs up/down, etc.), away button (click if you have to leave the computer during class to let others know you aren't there for the moment), hand up/down button, and poll answering button.
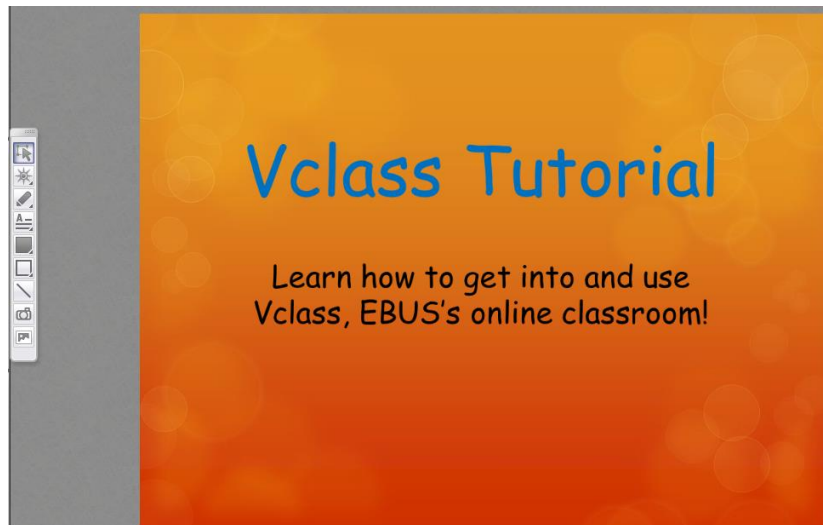

| Emojis | Away | Hand Up | Poll |

Chat Window

Here is where students and the teacher can interact through live text messaging. Simply type into the white bar at the bottom of the box, hit enter, and your typing (along with that of your classmates) will show in the upper blue part of the box like an ongoing messaging conversation. Students can message the teacher/moderator directly, as well as private message other students in the class. However, please note that teachers can see all private chats, so keep private chats to a minimum while a class is in session – they can be very distracting to the teacher who is managing a lot of different panels in an online session!

Whiteboard

This is where much of the real activity in a Vclass takes place – the lesson will be on screens that the teacher will import and take students through, and both teacher and students can view, draw, type, and interact on this screen – when the teacher chooses to enable the tools, that is. Teachers may disable these tools during instruction times in the class, and only enable them for use when interaction/activity is requested.

iPad/tablet users: Please note that if you are in a Vclass on an iPad or other tablet, the Collaborate app does not allow for use of the Whiteboard tools – students can see the screen, but can't draw or type on it as when in the class on a computer. They can, however, still always use the microphone and chat window features.

Below is an outline of the Whiteboard tools available: