

Adding
Flashcards to
your WebCT
course

MULTIMEDIA INSTRUCTIONAL DEVELOPMENT CENTER

Information Technology at Purdue

Adding Flashcards to your WebCT course

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Adding Flashcards

A Flashcards tool was recently developed by the MIDC Projects team for use within WebCT courses at Purdue University. The Flashcards tool works in connection with the Glossary tool. Therefore the Glossary Tool should be added and utilized prior to the Flashcards Tool being added. The Flashcard Viewer reads in a vocabulary list from the Glossary and presents the terms in the form of vocabulary flash cards. This application has multiple viewing modes. Flashcards users may choose to view the words and their definitions in alphabetical order or reverse alphabetical order. They may also choose to display them randomly. The application also allows them to choose the word/definition order. They can see the keyword first and definition later (i.e. W|D) or the definition first and the keyword later (i.e. D|W). The tool also offers the users manual and automated control. In the manual control mode, the user has to click the mouse to display the definition or the keyword and move to the next flashcard. In the automated control mode, the user can choose between 5 different speed levels. Depending on the speed they choose the keywords and definitions will appear automatically in the specified speed.

The Flashcard Viewer is designed to read in multiple vocabulary lists; to be interactive for the learner; and adaptable for use in non-vocabulary applications such as dates and events. The Flashcard Viewer gives the learner the control to choose his/her vocabulary list (i.e. provided that the glossary is set up in a way that supports different categories), to control the timing of the cards, to control the order of delivery of the cards.

Adding the Flashcards tool to your course

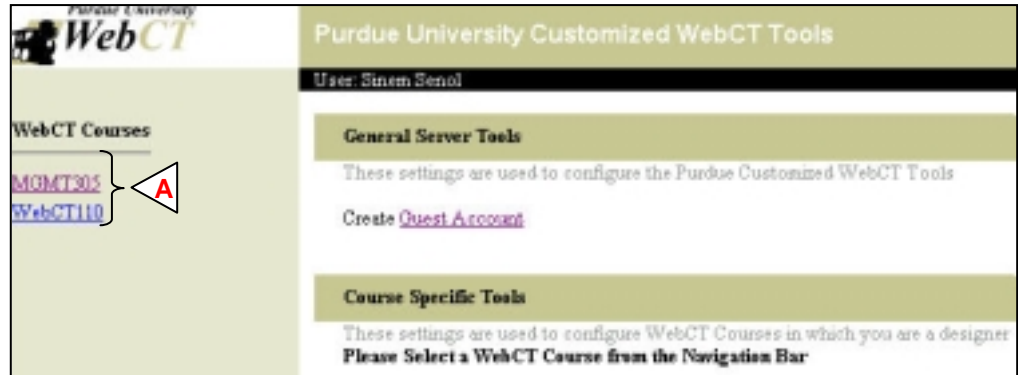
The Flashcards tool is specifically developed by MIDC staff and is not an available option in the Add Tool or Page section of WebCT. If a designer wants to incorporate this tool he/she needs to go to the website where this internally developed tool is available. Here are the steps to follow:

1. In all your recently created WebCT courses you will notice a *PU Tools* link under the *Hidden* category in the *Navigation Bar*. MIDC will be revising all existing WebCT courses so that this link appears on all of them.

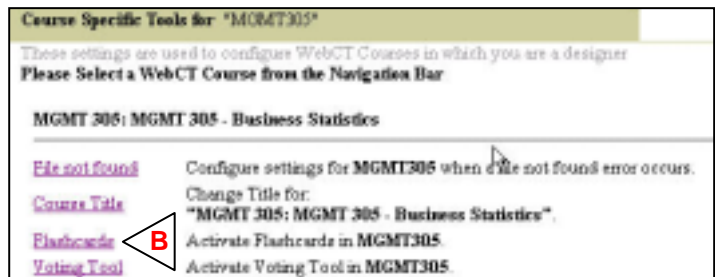
If you see the PU Tools link on your course homepage, click on the link and skip to Step # 3. If the PU Tools link does not appear on your *Navigation Bar*, you can still add the Flashcards tool by going to the “PU tools” website directly at: <http://webct.cc.purdue.edu/putools/designer> .

Depending on the browser you are using you may be prompted to enter your username and password again. The PU Tools screen will then appear.

- You will see on the left hand side the courses that you are designer of [A]. Click on the course you want to add the Flashcards tool.



A list of course specific tools will appear.



- Click the **Flashcards** link [B]. The *Add a Flashcard Tool* window will appear. This window will be very similar to the screens you get when you add a tool within WebCT.
- Enter a name for the tool; choose where and how you want to display the tool and then click **Proceed** [C]. A confirmation window will appear informing you that the tool has been successfully added to your course.



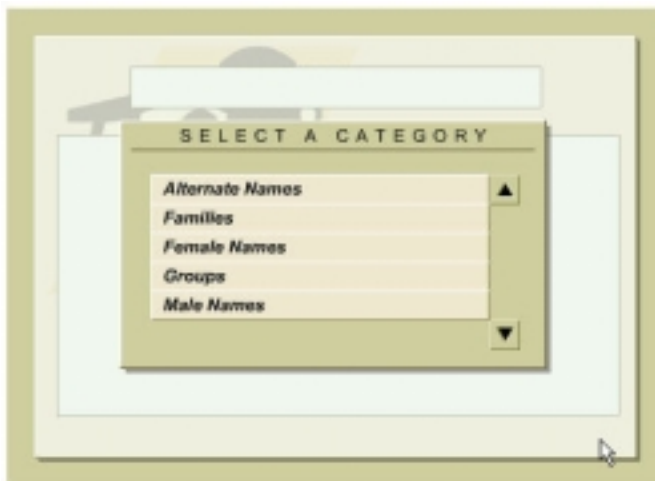
You can now go back to your myWebCT portal and click on your course. If you choose to add the Flashcard Tool to your *Homepage*, the icon on the right will appear in the *Homepage*.



To change the icon or move it to another *Organizer Page* you may use [Flashcard Tool](#) the *Modify Selected Link* options from within WebCT.

How Flashcard Viewer Works

When the students click the Flashcard Tool link, the first thing they will see will be the Select a Category screen. As a designer you have the choice of assigning each glossary entry to a category. You can accomplish this simply by typing “//CategoryName” at the end of the definition when you enter items in the glossary.



If you classify the glossary entries into various categories, the Select a Category screen will look similar to the one shown above. The students will be able to scroll through the various categories you have identified, and click the group of words they would like to study.

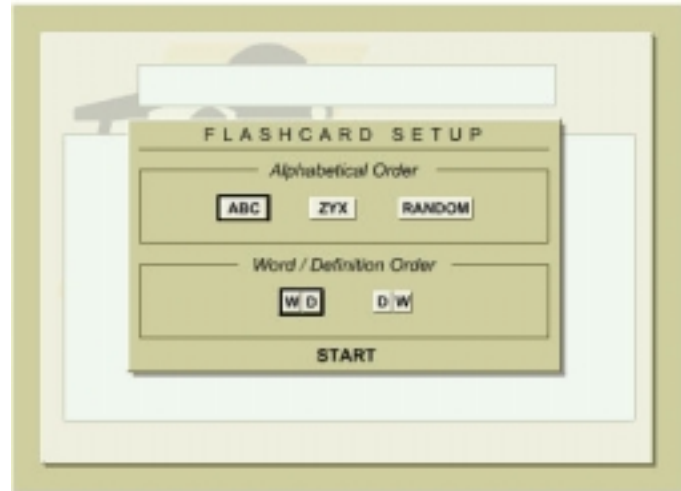
If you do not categorize the items in the glossary, all words will be compiled into one single group. When the students click on the Flashcards link they will see the Select a Category screen shown on the right.



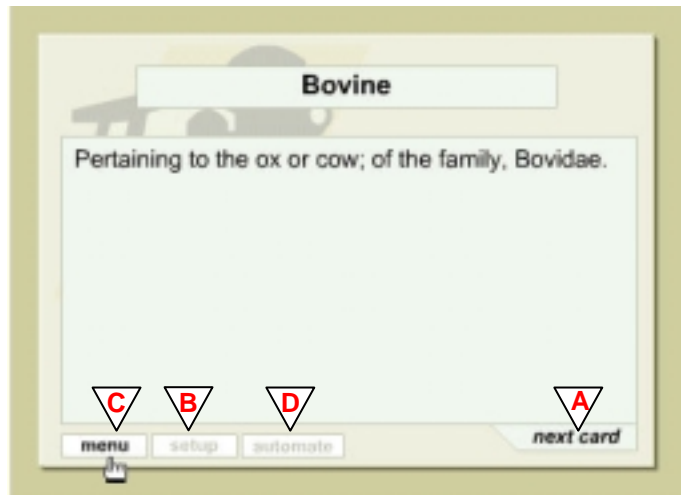
There will only be one option (i.e. Not categorized) to click and they will be working with all the items listed in the glossary at the same time.

The second screen your students will see is the Flashcard Setup window.

Here the students will be able to choose the order of displaying cards (i.e. alphabetical, reverse alphabetical, or random) and whether they want to see the Word or the definition first.

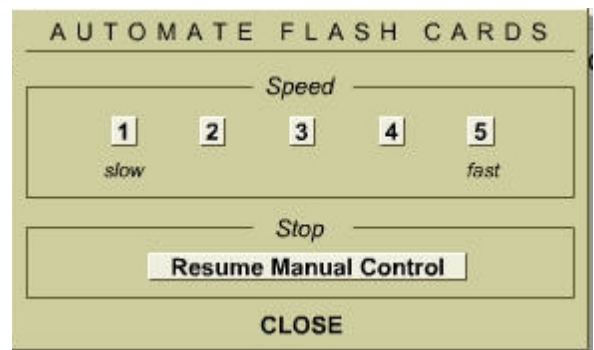


As soon as the click the Start button, they will see the first flashcard. By default the tool is setup for Manual Control. This means that the students need to click the Next Card button [A] to see the next item in the Flashcards Viewer.



By clicking the Setup button [B] they can go back to the Flashcard Setup screen shown above to change the order of cards and by clicking the Menu button [C] they can switch between the categories.

The Automate button [D] allows students to switch between manual and automated view of the flashcards. Students can click the Automate button any time while viewing the flashcards and open the Automate Flash Cards screen shown on the right. If they want the flashcards to appear automatically, they have to choose one of the five different speed levels or switch back to manual control by clicking the Resume Manual Control button.



Creating Categories

The Flashcards tool is directly connected to your course glossary in WebCT. Therefore, categories have to be identified through the individual glossary entries. Refer the sections on *Adding a Term to the Glossary* and *Adding Multiple Terms to the Glossary from an Imported File* below if you are not familiar with the Glossary. You may also want to check the WebCT Contents training documentation to read more about adding and working with the Glossary tool.

Adding a Term to the Glossary

To add keywords to the glossary:

1. Click on the Glossary link from your *Homepage/ Navigation Bar* and switch to *Designer Options View*.
2. Under *Add New Keyword to Glossary*, select **Add a keyword [A]**, and then click **Go [B]**. The *Add a Keyword* screen appears.
3. In the *Keyword* text box, type the word you would like to define.
4. In the *Definition* text box, type the description of the glossary entry, and click **Add**. The Glossary screen appears with an updated list of Glossary keywords.

Glossary
Create a searchable glossary for your course.

Add New Keyword to Glossary
Select an action below, and click Go.

Add a keyword **A**

Import keywords from file

B

Other Options
Select a keyword from the left column, select an action and click Go.

Edit

Delete

Delete all

Manage keyword links

Download Glossary
To download a text version of the glossary, click Download.

Adding Multiple Terms to the Glossary from an Imported File

You can add entries to the glossary from a file that you have previously uploaded to your [My-Files] folder. If you import glossary entries from a file, the entries must be in a specific format:

- each glossary entry must be preceded by a colon (":") and is on a line on its own.
- the lines following the entry must contain the glossary entry description.

Note: the glossary entry or description may contain a colon. Only lines beginning with a colon will be interpreted as containing a new glossary entry.

```

:word 1
This is the new glossary definition for the glossary entry named "word 1".

:word 2
This is the new glossary definition for the glossary entry named "word 2".

```

This example illustrates how to add a new glossary entry.

1. Click on the Glossary link from your *Homepage/Navigation Bar* and switch to *Designer Options View*.
2. Under *Add New Keyword to Glossary*, select **Import a file [A]**, and click **Go [B]**. The *Import a file* screen appears.
3. In the *Filename* text box, type the filename of the file to be imported, and click **Import**. The *Import Confirmation* screen appears.
4. Click **Continue** to complete the glossary update. The *Glossary* screen appears with the updated keyword list.

Glossary
Create a searchable glossary for your course.

Add New Keyword to Glossary
Select an action below, and click Go.

Add a keyword

Import keywords from file A

B

Other Options
Select a keyword from the left column, select an action and click.

Edit

Delete

Delete all

Manage keyword links

Download Glossary
To download a text version of the glossary, click Download.

Creating Categories for the Flashcards

If you are adding new terms to the glossary and you want to group them into categories, follow the steps described in the above sections, but end your keyword definition by typing “//categoryname”. Here’s an example. Suppose you were creating a Spanish-English glossary for your course and you wanted your students to be able to use the Flashcards tool to study the words. While entering multiple keywords to the glossary, this is what you would actually type:

```
:amarillo  
Yellow //colors  
  
:martes  
Tuesday //days of the week  
  
:blanco  
White //colors
```

When you upload a file looking like this to the Glossary, the Flashcards tool will automatically categorize the keywords “amarillo” and “blanco” into the group “colors” and “martes” to the “days of the week”.

If you have a previously created glossary for your course and you want to group the words into categories, you can download the glossary as a text file to your computer by clicking the download button on the Glossary page (you have to be in the *Designer Options view* in order to see this button). You can then open the file in a word processor, revise the file by adding the names of the categories at the end of the definitions, and re-upload the file into WebCT following the steps on page 7.