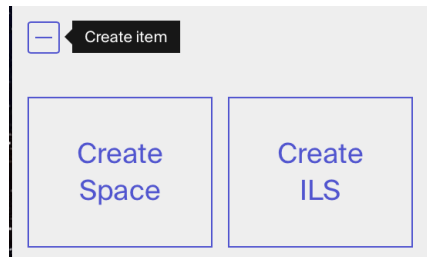


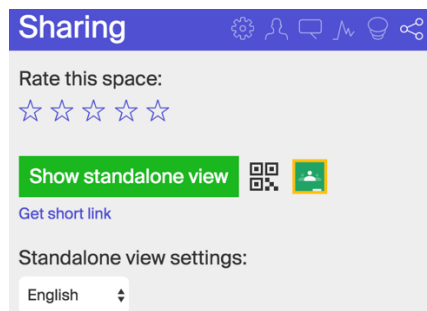
GO-LAB Cheat Sheet

1. Start : Teacher view (Graasp editor, graasp.eu) and student view

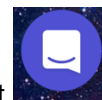
- You should first create an account on graasp.eu
- To import an ILS into your Graasp account from GoLabz : www.golabz.eu > Spaces...choose an ILS you like > Duplicate space
- To create a new ILS directly from Graasp: Create item > Create ILS



- To display the view « Student view », click on Show standalone view :



Tip : Work with one tab for Graasp (« teacher view ») and one tab for the student view.
With each modification in the teacher view, refresh the student view.



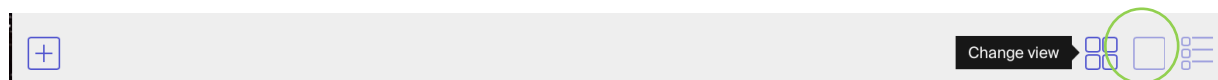
For any help in Graasp, click on the happy face at the bottom right

2. Insert content in your ILS

Click on one of the phases (e. g. Orientation) to start editing that phase.

Activate the "extended" view by clicking on the square icon at the top right.

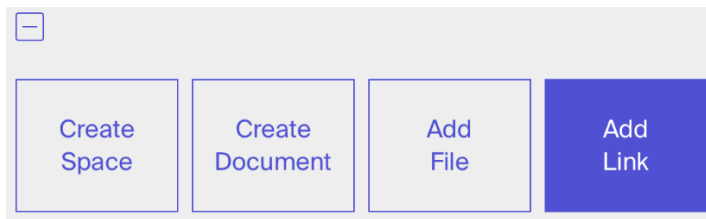
(the block view with 4 squares is used to re-order your items, see Sect. 2.2)



2.1 Add items



- Insert a web link: **youtube, webpage, HTML5 animation/simulation** (e.g. PhET) : Create an item > Add Link > Copier l'URL

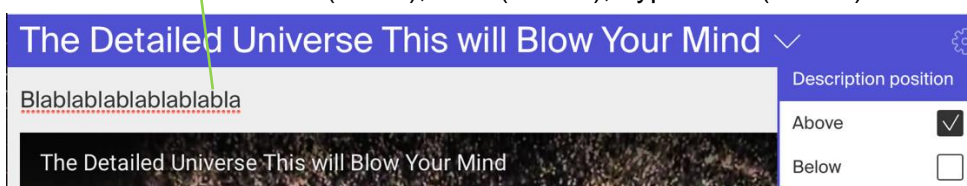


- Insert a **part of a youtube video** : Add Link > Copy the URL of the replacing « watch? » by « embed/ », and add « ?start=..&end=.. »
Example : https://www.youtube.com/embed/GE_USPTmYXM?start=20&end=25
- Insert a **Go-Lab app** : Create an item > Add App > Choose an app from Go-Lab: Select App (you can also enter the name of the app)
 - **Input Box** : allows students to enter answers into the ILS
 - **Quiz** : to ask quiz questions (MCQ, Y/N, text) with feedback
 - **Hypothesis scratchpad**: for students to formulate an hypothesis based on keywords you can give
 - **Calculator**: a calculator with scientific view
 - **File Drop** : For students to be able to upload a document to the teacher (found in the Vault)

2.2 Add text

- Add text to items: Enter your text directly in the item description. By clicking on the wheel, choose whether the text appears above or below.

You can format in italics (cmd-I), bold (cmd-B), hyperlinks (cmd-K)



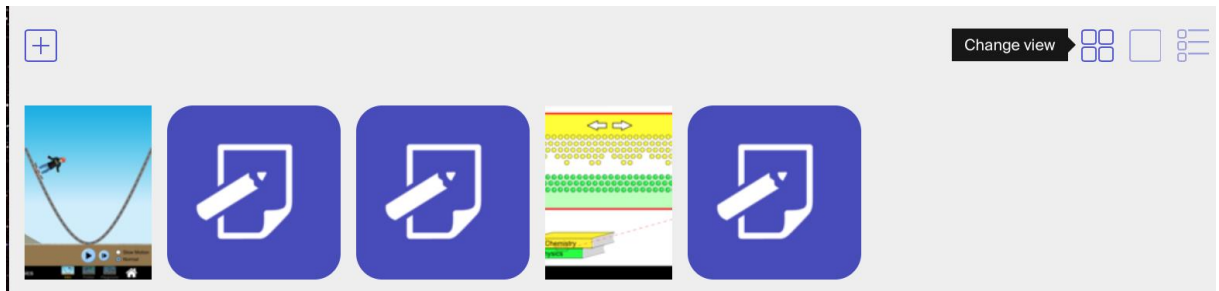
- Insert text with more complex formatting options (bullets, paragraphs) : Add an item > Document
- Make an item appear as a hint (which only appears if the student clicks on it):



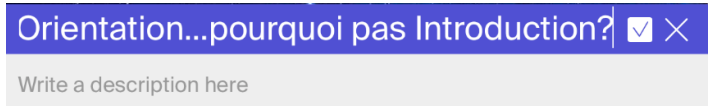
- **Reorder items**: Change view (top right) > Click on the block view (4 square icon), then drag the items.



Then return to the extended view.



- Rename the phases (tabs) of the ILS: Click on the title, edit, then VALIDATE



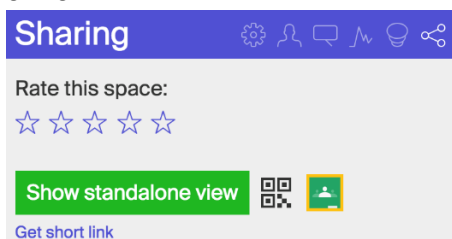
- **Type LaTeX equations** (in an item description or a Document): \backslash (type LaTeX \backslash)
- **Hyperlinks** : Select text then cmd-K

3. Share your ILS

- The collaboration, sharing, Settings and Chat options are located in the menu on the right.

<ul style="list-style-type: none"> • Invite colleagues (registered in Graasp) to edit the activity with you : Members > Set as Owner 	
<ul style="list-style-type: none"> • Change the background or icon of your ILS : 	

- Give the link to the students: Next to Standalone view, you can get a QR code, export to google classroom, or click Get short link to obtain a short url:



- Publish your ILS on the golabz.eu platform : Sharing > Publish ILS

