# DISK | Digital Immigrants Survival Kit

# OER Description Module 07

A map of the digital competences of adults in Austria, Italy and Greece.


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**OER Description Module 07: Digital communication**

This document describes use of the Module 07 as an Open Educational Resource. This covers:

- The transfer to another server
- The Translation to a different language

# 1 Package files

The package contains all files that are necessary to implement the module on a Moodle Server.

[1] Module_07-backup-moodle2.mbz

    This is the Moodle download file. You have to use it create the course on your server

[2] OER_Description_Module_07.docx

    This file contains the description of the package and the translation guide.

[3] Mandala_07.pptx

    This file is the master to create the Self-Evaluation Mandala

[4] Presentation of the module_M7.h5p.

    This file contains the h5p timeline used at the beginning of the module. It's a useful h5p interactive tool to present the main steps and topics that the learner is going to go through.

[5] M7.1-The Mehrabian chart (lesson).

    This is a Moodle activity which allows teachers to create "branching" exercises where learners are presented with content and then, depending on their responses, are directed to specific pages.

[6] M7-Does she look sincere_ Animaker video.

    This interactive video was created with Animaker.com , an online animation video maker which allows the teacher to create branching scenarios according to the input given by the learner. It has a limited free version (2 minutes video).

[7] M7.2-Digital communication (book).

    This is a Moodle activity which allows teachers to create multi-page resources in a book format with a table of contents.

[8] M7.3-Digital communication tools.h5p (presentation)

[9] M7.4-What's a good digital communication_Animaker video

[10] M7.5-A short guide to digital communication. (book)

[11] M7.6-A WhatsApp conversation.h5p (interactive video).

    This video was created with a smartphone screen recording and then converted into an h5p interactive video through pop-up texts which describe the main steps of the tutorial. You can also add quizzes.

[12] Emoticon glossary.

    This is another Moodle activity which allows to create and maintain a list of words and related explanations to support the learning process. The word can be disseminated through all the modules.

[13] M7-Final_Self-Assessment.elp.

    This is the Master file for the final self-assessment.

# 2 The transfer to another server

The following steps are necessary to create the new course on your server:

[1] Create a new empty course

[2] Restore the backup in this course

## 3 The Translation to a different language

The translation of the module can be done completely in the course on your Moodle server. Two major steps are necessary:

[1] Go to the content bank and translate the H5P content listed there (and listed above 1.Package files)

[2] Open the course for editing. Select "settings" for each item in the course and translate the content.

## 4. Additional translation steps

[1] Use the Mandala_07.pptx file, open it with PowerPoint. The file includes the English Version of the Self-Evaluation Mandala. Translate the text and save the file. Save the file using "save as" and select PNG. When saving, you get asked to select "this slide only" – select it. Now you have the PNG file of the Mandala in your folder. Replace the English picture with this translated. Finally, Check the links in Moodle.

[2] M7-Final_Self-Assessment.elp. Download the eXe-Learning Editor from https://exelearning.net/en/downloads/. You can use the Install Version but you also can select "A single Page", download in the "Portable Version" and use it. Open the file with the eXeLearning editor and translate the complete content. After the translation, save the file and export it to a "Single Page". ZIP the complete content in the created folder. Select the Moodle page, upload the ZIP file and extract it. The current content will be replaced by the new language content. Select the index.html file as the main file (if this is not yet selected).

[3] The Self-Evaluation mandala can be used from the output of [1]

[4] The section Creative Commons CC & Copyright Page contains an image describing the various CC licences (in English Language). You may replace it with the version in your language (download it from the https://creativecommons.org/ web page).