Introduction to Laulima

Mónica Vidal
MA student, Department of Second Language Studies
Spanish Teacher, LLEA
monicavidal@hawaii.edu
Agenda

• Where are the tutorials?
• What are the “must haves”?
• Adding items to the menu on the left
• Personalizing your laulima
• Little tips to make life in Laulima a bit easier
Tutorials

• For instructors, there are:
  – Manuals
  – Tutorials
  – Videos

• For students, there are also:
  – Orientation
  – Tutorials
  – FAQs

• You must be logged out to access all of them.

When in doubt, go to these tutorials. It’s where I learned most of this stuff! 😊
Must have’s: In my humble opinion

- **Discussion board**
  - Great way to create a community outside of the classroom so that inside the classroom, students feel more comfortable around each other
  - I like it for getting a ‘discussion’ going about something we don’t have time to discuss in class

- **Resources**
  - Useful both for students & instructors
  - Instructors can copy their previous semesters’ resources to their current semester’s resources ALL AT ONCE

- **Gradebook**
  - Keeps everyone on the same page—no surprises
  - Does all the math for the weights of different categories
How to add tools to your menu

- Site info > Edit tools > add a ☑ to the ones you want

- Change the order of the menu by clicking on ‘page order’
Personalizing Your Site

Customize Tabs

Customize Tabs allows you to customize the navigation to your sites in your version of Sakai only. Use the left and right arrow buttons to change the visibility of your sites. Use the up and down buttons to promote your Active Sites into tal

My Active Sites

The top 6 sites appear as tabs in your navigation, and the whole list will appear in your My Active Sites tab. The order shown here affects only the first 6 sites.

Tabs displayed: 7

- SPAN-101-012 [MAN.77420.FA12]
- SPAN-451-001 [MAN.79112.FA12]
- SPAN-310-001 [MAN.77425.FA12]
- SLS-699-012 [MAN.74391.FA12]
- KRS-170-004 [MAN.78679.FA12]
- SLS-675-001 [MAN.77764.FA12]
- SPAN-101-004 [MAN.73086.FA12]

My Hidden Sites

These sites do not appear in your My Active Sites tab. However, you can still access them through Worksite Setup.

- ELI-080-007 [MAN.71485.FA10]
- ELI-070-003 [MAN.76020.FA10]
- ELI-070-004 [MAN.76645.FA10]
- ELI-080-007 [MAN.71379.FA11]
- ELI-070-004 [MAN.76058.FA11]
- ELI-080-005 [MAN.87044.SP12]
- MAN ELI Online Demo
- ELI-080-001 [MAN.86445.SP12]
- ELI-080-005 [MAN.78466.FA11]
- ELI-080-004 [MAN.75092.FA11]
Personalizing Your Site

Elementary Spanish
SPAN 101, Section 12
MWF 1:30-2:20
Webster Hall, 114

Instructor: Mónica Vidal
Office: Moore Hall, 470
Office hours: MW, 10:30-12pm
Email: Via ‘messages’ in Laulima
Personalizing Your Site

Worksite Information

Customize Site Info Display

- Title
  Worksite Information

- Frame Height
  600 pixels

Description

Elementary Spanish
SPAN 101, Section 12
MWF 1:30-2:20
Webster Hall, 114

Instructor: Mónica Vidal
Office: Moore Hall, 470
Office hours: MW, 10:30-12pm
Email: Via ‘messages’ in Laulima

If specified, this URL will be shown instead of the Site description.

Update Options  Cancel
Tips: REFRESHING

• Instead of hitting the back button, hit refresh within Laulima:

  USING ‘REFRESH’ WILL SAVE TIME! USING THE BACK BUTTON TAKES WAY MORE TIME!
Tip: Uploading & Downloading multiple resources
Follow the instructions

Upload-Download Multiple Resources

The instructions on this page show you how to create a folder on your desktop using your site's Sakai Resources tool.

This involves using a protocol called WebDAV. The WebDAV setup process is different.

Note: If you simply want to upload files to the Resources tool one by one, click Site.

Step 1 - Highlight the following URL and copy it to your clipboard:

https://laulima.hawaii.edu/dav/MAN.77420.201310

Step 2 - Select your operating system below and follow the setup instructions:

- Windows XP
- Windows Vista/Windows 7
- Mac OS 10.0 - 10.3
- Mac OS 10.4 and up

Setting up WebDAV for Windows XP

Note: There must be at least one object (file, folder etc.) in the course or project for each site before you can use WebDAV to transfer files to and from any one site.
Tip: Notify of postings

When you want to be alerted that students have added to a posting in Laulima’s, discussion board, Be sure to click this “notify...” radio so you’ll get an email.

NOTE: If you do get an email, you won’t get any others until you actually go see the one that you’ve already been alerted about.
Tip: pasting in Laulima

If you copy and paste from word, be sure to use the clipboards in the editing box, otherwise, strange characters will appear once published.
Mahalo for attending! 😊