

DIY ACCOUNTS (READ ME) JUNE24.15

This is basically a HELP document that will teach you how to make your cards (with your teacher account), as well as how to manage cards made by your students, should you require that additional feature.

What is the point of the DIY section?

The purpose of this functionality is to make it as easy as possible for a classroom to make their own DIY deck. In other words, we wanted to see if we could make card generation a straightforward and simple task, so much so that even a child as young as 7 could have a go. As well, we wanted to make sure that there is an element of organization, so that a teacher can easily assess and publish these cards made by his/her students.

In order to do this, you will need access to a computer(s), although note that the create card feature also works with tablet devices (smart phones are usable, but the small dimensions of the screen significantly affect usability). You will also need a special DIY Phylo account, which allows you to access the site as both a “teacher” and a “student.” Note that if you are an individual (with no classroom), that is interested in making a DIY deck for educational purposes (i.e. a non-profit, or a research lab), then the information in this document will still apply to you, but you will likely not need to access the “student” account component.

What is a teacher and what is a student account?

First of all, your account will actually have two levels of administration. One of these is classified as a “teacher”, the other for “students.” In general, both levels are linked to your email address, which was used as the primary identifier to set these accounts up.

Basically:

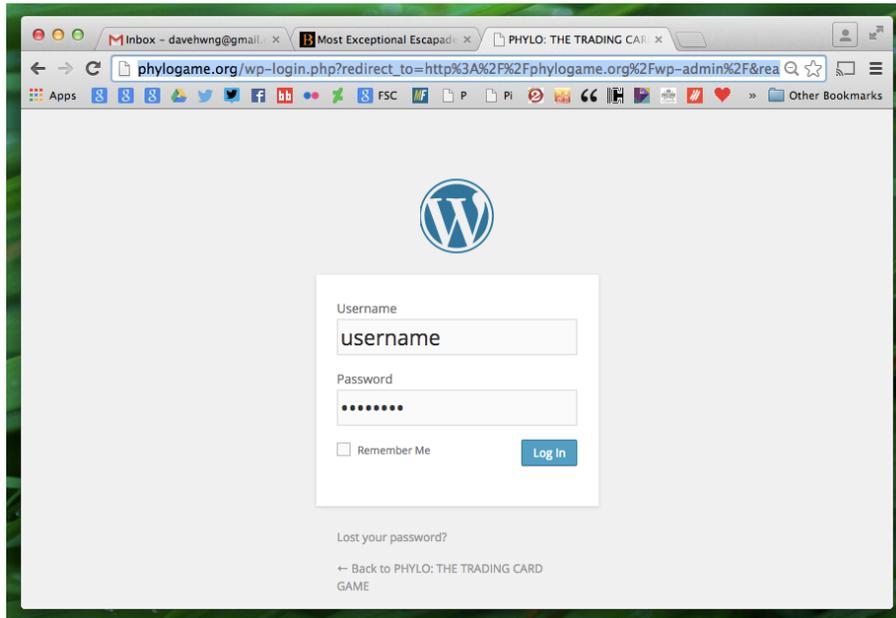
Students, via a “student” account:
can make cards,
can save cards,
can see other student cards (from the same account),
but cannot edit or delete cards after “creating”.

Teachers, via a teacher account:
can make cards,
can save cards
can see their cards and their student cards,
can edit cards after saving by going into the dashboard,
can delete any teacher/student card after “creating”.

In other words, the teacher account provides a mode of classroom management if required. And note that since both teacher/student accounts enable the individual to view all DIY cards made, this allows for easy printing.

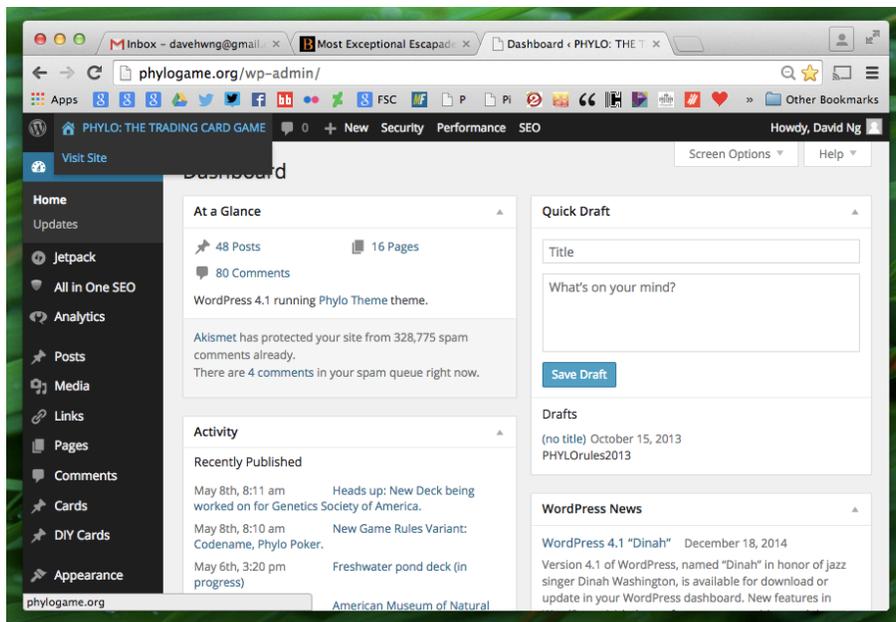
Step by step guide in using your account:

Step 1: Log in - Go to <http://phylogame.org/wp-admin> and enter your username and password.

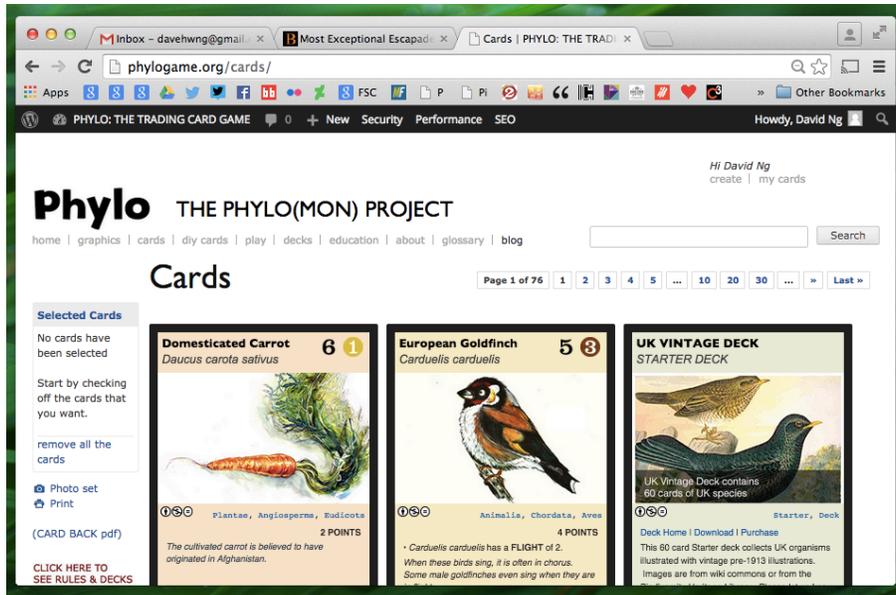


Note that the teacher and student accounts will have different usernames and passwords, but are essentially linked via your email identifier. In other words, you want to keep the teacher username and password to yourself, but you can pass along the student username and password to your students.

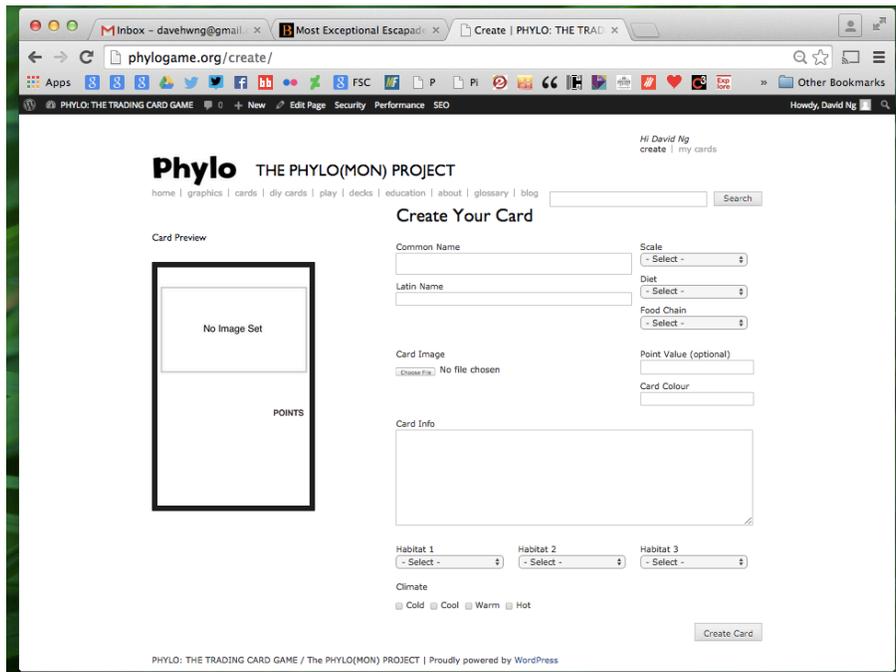
Step 2: Click back to the public site - Once you're inside the site, you will see the phylogame.org's dashboard, which looks like the below. You actually want to get back to the public site by clicking on the home icon on the top left corner.



Step 3: Go to the “card” section – Now that you’re back to the public site, you should see a “Hi Username” prompt at the top right corner, with links to “create” and “my cards” just below it. Depending on your browser, you may need to click through to the “card” section to toggle this feature on.



Step 4: Create and/or manage your cards – To create cards, you can click the “create” link, which will take you to a card editor page (see below). This works in a pretty straight forward manner, allowing you to see your card being produced as you add details.

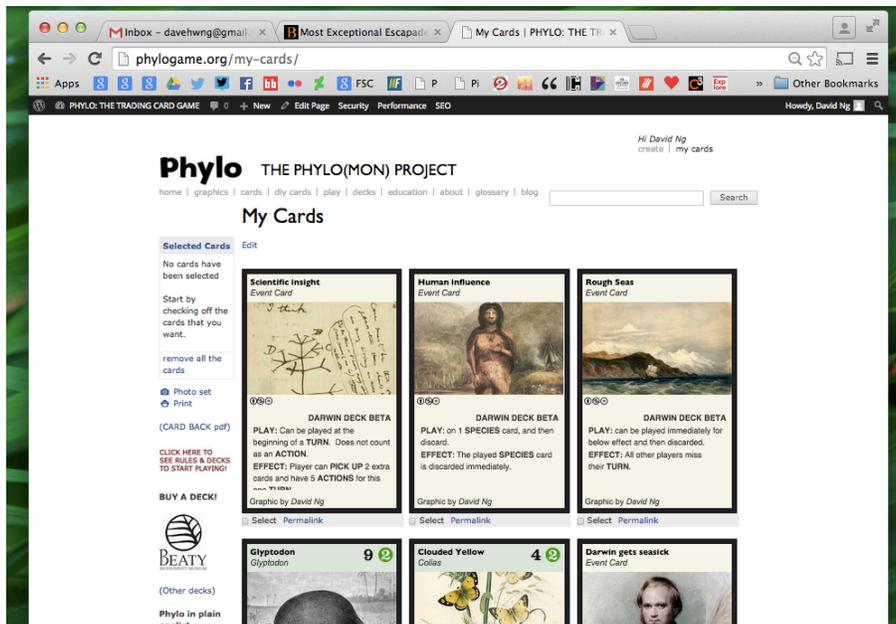


Note that on a computer, your image must be something that currently sits in your hard drive, but if you are using a mobile device, clicking the “choose file” link under the “Card Image” heading will also give you the option of taking a photo with the device’s camera. Note, as best as you can, try to ensure that your images are not too high resolution as this will simply take up lots of space and make your cards slow to load.

Optimal image dimensions essentially follow those that use landscape mode (perfect ratio is represented by a 360 pixel x 225 pixel rectangle). Note that the website will automatically crop images used, by keeping adjusting the width to 360 pixel, and then using the top part of the image (i.e. if your image is in portrait mode, the lower half will probably be cropped out).

It is also strongly advised that the background colour you choose, is very light. This is because darker colours (which look great on the website), tend to look horrible when printed.

Once you hit the “create card” button, your card will be automatically created and can be viewed by clicking the “my cards” link at the top right corner. As well, the card will also exist in the DIY section of the website.



Don't forget that students cannot edit or delete cards after they are created, but in your teacher account mode, you can edit and delete cards. With this mind, please do your best to moderate your students against creating inappropriate cards – if this happens frequently, we may have to suspend your account.

JUNE 24, 2015: note: currently there is a glitch in the ability for teachers to “delete cards” in the “My Cards” page. This will be fixed soon, but in the meantime, you can also go back to the dashboard (click the little speed dial icon in the top left hand corner). From there, you'll see a number of choices on the left hand column. Click DIY cards, and here you'll see all

your cards. From here you can select specific cards to edit and/or delete (trash).

Step 5: Print your Cards – Any cards that you (and your students) have produced can be easily printed, by clicking the “my cards” link, and simply hitting the “print” button. In general, the site works by printing whatever cards are visible on the screen (usually six at a time). If you have more than six cards, you may have to browse through the numbered tabs to print the next 6 and so on. Note that we are also working on an infinite scroll feature to allow printing all of your cards in one go.

You can also, check the “select” box of individual cards and click on the “selected cards” link (above the box on the left hand side) if there are specific cards you want to print. Again, the print feature works by focusing only on cards visible on the screen.

Step 6: Show off your cards! - Note that if you want the general public to check out your cards, there is a “public permalink” link highlighted just above your cards. If you click on this, you will be taken to a publicly accessible URL of all of the account’s cards.

Step 7: Let us know if things are working - Because this website was recently modified, there are probably many kinks that still need working out. This is why we’ll only be released a limited number of accounts (less than 100), so that we can get a better feel of what still needs improving. If there are any issues, please do let us know by email Dave Ng at db@mail.ubc.ca Note that we may not be able to fix it quickly, but we will certainly do our best.

SOME TROUBLESHOOTING ISSUES

We’ve noticed at some schools, access to the site may be compromised. Here, it could be because of your school’s firewalls. Since the project mentions Pokemon culture, some school system filters may block access, as it is assuming that Phylo is a Pokemon site. To get around this, you may need to talk to the districts IT team.

As well, because our website is run off of Wordpress, we have pretty strict filters to ban inappropriate access (from bots and viruses). However, this banning can also be activated by many of your students logging in incorrectly at the same time. This can lead to your school’s computers (IP address) being banned from the site. If you think, this is an issue, you can email Dave Ng to see if this is the issue, and if so, his team can attempt to reverse the ban.