



T E C H E R

**ADMIN/CONTENT CREATION
DASHBOARD
HOW TO ADD CONTENT**

DASHBOARD

TEACHER

Dashboard

Student Dashboard

ADMIN

Adverts

Attendances

Categories

Courses

Locations

News & Information

Courses

Search :

Name or Description Show All Categories

Show All Regulators Show All Types

Courses [Create Course](#)

Name	Remove	View
Course Test 2	Remove	View
Security Officer Grade E	<input type="checkbox"/> Remove	View

Click on the courses option on the side menu to view courses listed or create a new course.

Click on the create course option to create a new course or click on the view button to view the current course information.

CREATE A COURSE

Course

Basic Information

Display Name:
Type in the Course name

Description:
Type in the description

Regulator:
✓ Please select a regulator
WNL

Type:
✓ Please select a type
Credit
Degree
Diploma
Grade
Skill

Category:
✓ Please select a category
arts and culture
building construction and security
business, commerce and management
education, training and development
engineering, manufacturing and technology
NQF 5 CRP
services
The Bible and Bible interpretation

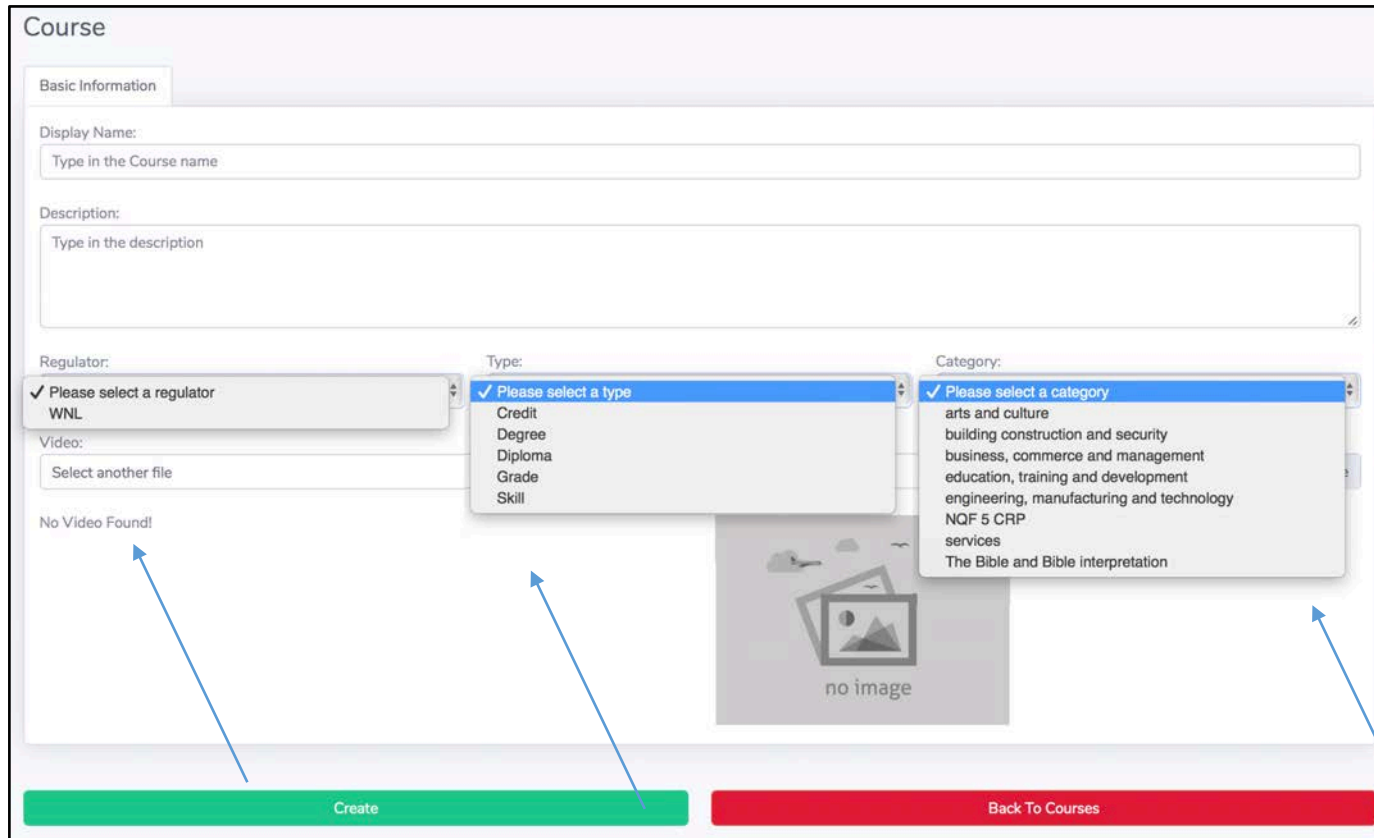
Video:
Select another file

No Video Found!

no image

Create

Back To Courses



Fill in the required information on the course.

Select the regulator, type and category from the dropdowns provided.

Add a video and/or an image for the course.

Once done, please click create.

VIEW THE COURSE

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Courses [Create Course](#)

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Course Test 2	Remove	View
Security Officer Grade E	<input type="checkbox"/>	Remove View

Once you have add a course, you may view the course and add modules, questionnaires and practicals.

Click on the view button.

VIEW THE COURSE

Basic Information [Modules](#) [Questionnaires](#) [Practicals](#)


Display Name:

Description:

Regulator: Type: Category:

Video: Image:

No Video Found!



no image

The basic information will be displayed.


Click on [modules](#) to add a new module
To the course or view current modules.

MODULES

Course

Basic Information Modules Questionnaires Practicals

+ Add Module Course Modules

Name	Image
Module - 01	 Remove View

Update Back To Courses

Click on the add module option to add a new module.

MODULES

Module

Basic Information

Display Name:
Type in the Module name

Description:
Type in the description

Course:
Christian Religious Professional

Content File:
Select another file Browse

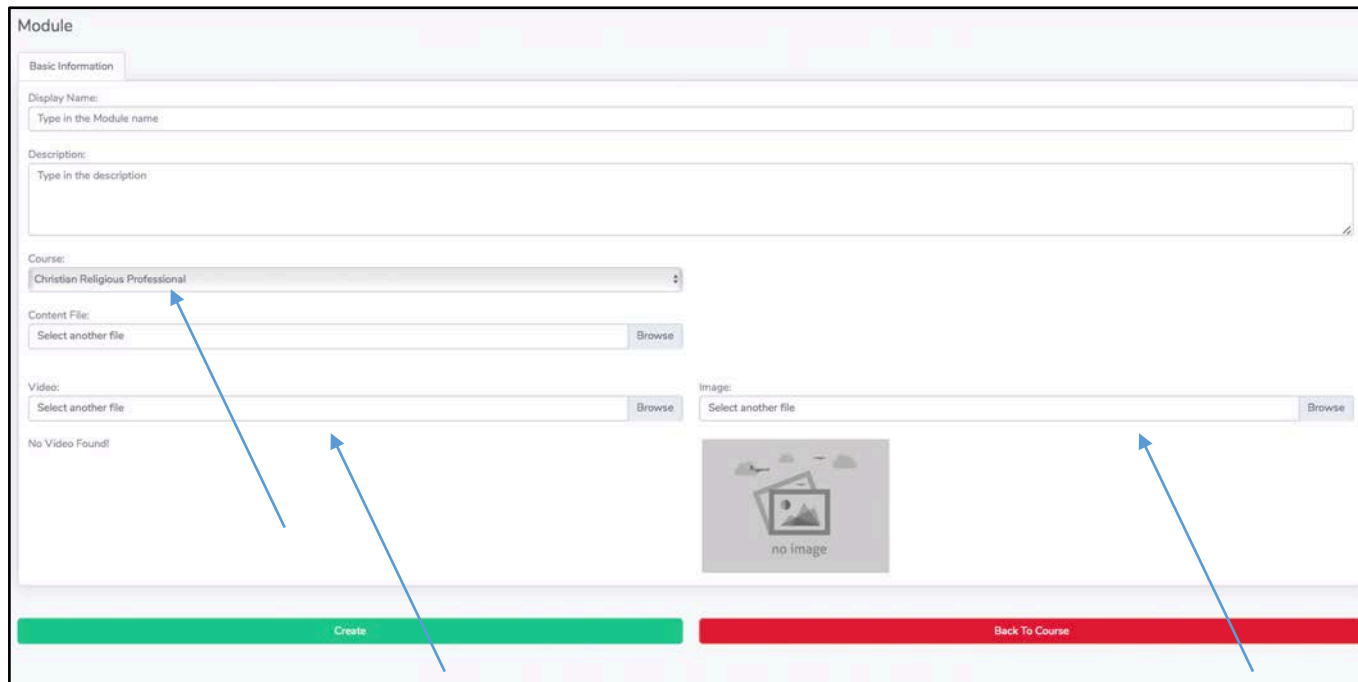
Video:
Select another file Browse

Image:
Select another file Browse

No Video Found!

no image

Create Back To Course



Add all required information for the module.

Assign the module to the course on the dropdown.

Add a video or upload a pdf of the module.

ADD QUESTIONNAIRES TO A MODULE



Click on the plus sign to add a questionnaire.

View, edit or remove a current questionnaires on the list.

ADD QUESTIONNAIRES TO A MODULE

Add the question type from the dropdown.

- Please select a question type
- ✓ Fill in the Missing Words
 - Long Answer
 - Mark/Indicate/Select
 - Multiple Answer
 - Multiple Choice
 - Multiple Mark/Indicate/Select
 - Scenarios
 - Short Answer
 - Word Abbreviation

Add the required information for the question.

Click update once done,

Question

APTITUDE TEST

Basic Information Options Memo / Answer Preview

Type: Multiple Mark/Indicate/Select Order Number: 1

For Multiple Mark/Indicate/Select, this question will not have sub questions. This question does require options to be loaded, and all correct options to be loaded on the multi answer boxes (max of 10). Any additional comments on the answers can be placed in the memo section under notes

Question Title: Question 1

Question Sub Text: Give six requirements for an effective report

Question Footer Text: Type in the description

Marks: 12

Image: Select another file Browse

Sub Questions: This questions has sub questions. Please update this question to activate or deactivate subs. This questions requires a file uploader. Not available for subquestions.

Video URL: Type in the video url

Update Back to Questionnaire

ADD VALUES TO THE ANSWERS FOR THE QUESTION

Question

APTITUDE TEST

Basic Information Options Memo / Answer Preview

New Option

Value

Description

Create Option

Autocreate Options

True / False

Yes / No

Values

Name	
Accurate	Remove
Complete	Remove
Concise	Remove
Descriptive	Remove
Honest	Remove
Neat	Remove
No official format	Remove
Objective	Remove
Short summary	Remove
Typed out	Remove
Use of red ink	Remove
Your own story	Remove

Update

Back to Questionnaire

Click on the option button to add the values to the different answers.

Click Update once completed.

ADD THE ANSWERS TO THE QUESTION


Question

APTITUDE TEST

Basic Information Options Memo / Answer Preview

Notes:
Type in the long answer:

Memo Picture:
Select another file



Correct Option Answer:

Multi Answer 1:

Multi Answer 2:

Multi Answer 3:

Multi Answer 4:

Multi Answer 5:

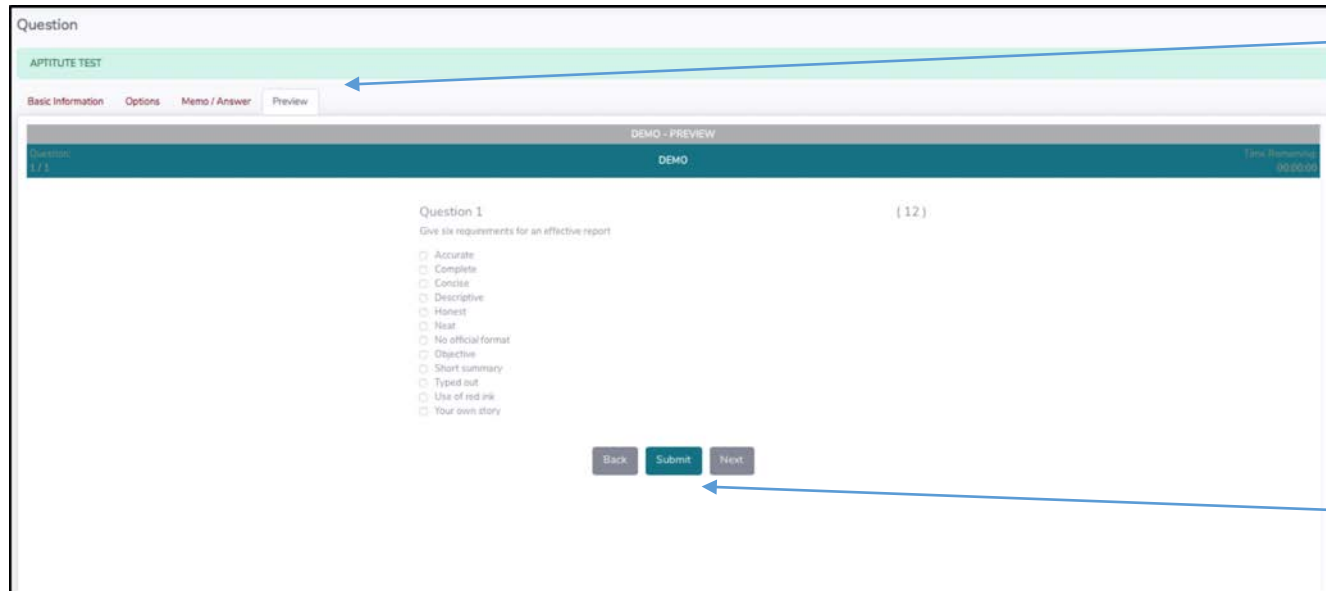
Multi Answer 6:

Multi Answer 7:

Click on the Memo and Answer option to add the answers to the questionnaire.

Click Update once completed.

PREVIEW THE QUESTION



Preview the question added.

Click Update once completed.