

ev360 TIME MANAGEMENT

- Anywhere/anytime access to your custom coursesite.

The screenshot shows a web browser window displaying a Moodle course page. The browser's address bar shows the URL: <http://www.staff.ccr.edu/Moodle/course/view.php?id=2>. The page title is "TEMPLATE - SH130-240 (Instructor-S2010)".

The page layout includes a sidebar on the left with the following sections:

- Activities**
 - Assignments
 - ev360 Communicate!
 - ev360 SAP Evaluations
 - ev360 Skill Development
 - ev360 Time Management
 - Faculty Lecture Archives
 - Forums
 - Guest Speakers Archives
 - Library Resources
 - Multi-voice Archives
 - Resources
 - RPR Preparation Archives
 - Skill Development Tips
 - Technical Support
 - Weekly Assignments
- Administration**
 - Grades
 - Profile
- People**
 - Participants

The main content area is titled "Topic outline" and contains the following items:

- News Forum
- Course Documents to Download
- ev360 - Time Management for Students
- ev360 Communicate! for Students
- ev360 SAP Course site Evaluations
- Library Resources

The "Week 1 - Weekly Assignments" section includes:

- Week One Discussion Forum
- Work Completed Log Sheet
- Weekly Documents to Download
- Speedbuilding Drills Options
- Speedbuilding Practice Options
- Skill Development Self-Evaluations
- Submit Week 1 Completed Log Sheet
- Submit Week 1 Moody Method Straight Copy
- Submit Week 1 Moody Method Phrase Workbook Practice

The "Week 2 - Weekly Assignments" section includes:

- Week Two Discussion Forum
- Work Completed Log Sheet
- Weekly Documents to Download
- Speedbuilding Drills Options
- Speedbuilding Practice Options
- Skill Development Self-Evaluations
- Submit Weekly Completed Log Sheet
- Submit Moody Method Straight Copy Category of the Week
- Submit Moody Method Straight Copy Phrase Workbook Practice Assignment

The right sidebar contains three sections:

- Latest News**: (No news has been posted yet)
- Upcoming Events**: There are no upcoming events. Includes links for "Go to calendar..." and "New Event..."
- Recent Activity**: Activity since Tuesday, 30 March 2010, 06:06 PM. Includes a link for "Full report of recent activity..." and a note: "Nothing new since your last login"

SELECT THE TIME MANAGEMENT FOR STUDENTS.

- Students have access to their time management plan, scheduled tasks, daily and weekly printouts, and faculty feedback

The screenshot shows a Moodle course page titled 'TEMPLATE - SH130-240 (Instructor-S2010)'. The breadcrumb trail is 'CCR > SH130-Naughle > ev360 Time Management'. A table lists two resources:

Name	Summary	Speed Levels
ev360 - Time Management for Students	ev360 Time Management is a application for students to organize their weekly plan for skill development practice and progress.	4
ev360 - Time Management for Faculty	Time management for Faculty	4

Below the table, it says 'You are logged in as Admin User (Logout)'. There is also a 'Moodle Docs for this page' link and a 'SH130-Naughle' button. The browser address bar shows 'http://www.staff.ccr.edu/Moodle/mod/organize/index.php?id=2'.

PLANNED AND COMPLETED TASKS

- Daily tasks are presented with color coding. Today's tasks are in green, tomorrow's tasks are in blue, and yesterday's tasks are in red.
- Action menu allows user to quickly update and log time on task.
- Tasks that are complete are crossed off the list.

SH130-Naughle: ev360 - Time Management for Students (Time Management) - Windows Internet Explorer

http://www.staff.ccr.edu/Moodle/mod/organize/view.php?id=1125&chapterid=2

File Edit View Favorites Tools Help

SH130-Naughle: ev360 - Time Management for Stud...

Jump to...

CCR > SH130-Naughle > ev360 Time Management > ev360 - Time Management for Students

Update this Organize Turn editing on

Instructions
Time Management
Faculty Feedback
Reporting

MY TIME MANAGEMENT

Add Tasks Today's Tasks Tomorrow's Tasks Yesterday's Tasks This Week's Tasks Search Plan

Date From: 5/10/2010 Date To: 5/10/2010

Category: All Course: All Task: All

Type: All Type Sub: All

Print Today's Tasks Print Tomorrow's Tasks

5 Tasks listed. Page: 1

Start Date	Start Time	End Time	Category Type	Course Sub Type	Task Description	Planned Time	Logged Time	Action
Today	10:00 AM	11:00 AM	Skill Development Fast-Tracks	SH130 Dictation	Drills Practice This is my note.	60	60	Action
Today	10:00 AM	11:00 AM	Life's Responsibilities Aerobics	N/A N/A	Exercise	60	45	Action
Today	10:00 AM	11:00 AM	Skill Development Jury Charge	SH130 SID Video	Speedbuilding Practice Add their own text	60		Action
Today	12:30 PM	01:00 PM	Life's Responsibilities Swimming	N/A N/A	Exercise This is my note.	30		Action
Today	11:30 PM	01:30 PM	Skill Development Literary	SH130 ev360 Audio Practice	Speedbuilding Practice Focus on word endings.	60	60	Action

Page: 1

Done Trusted sites | Protected Mode: Off 100%

REPORT OPTIONS

- User can print today's tasks and tomorrow's tasks in a calendar like listing for easy management of time throughout the day to help stay on task.
- Each printout has three options when printing: Time Range, Scheduled Tasks Only, and Full Task Report.

The screenshot shows the 'MY TIME MANAGEMENT' interface in a web browser. The browser address bar shows the URL: <http://www.staff.cc.edu/Moodle/mod/organize/view.php?id=1125&chapterid=2>. The page title is 'TEMPLATE - SH130-240 (Instructor-S2010)'. The breadcrumb trail is 'CCR > SH130-Naughle > ev360 Time Management > ev360 - Time Management for Students'. There are buttons for 'Update this Organize' and 'Turn editing on'.

The main content area is titled 'MY TIME MANAGEMENT' and includes navigation buttons: 'Add Tasks', 'Today's Tasks', 'Tomorrow's Tasks', 'Yesterday's Tasks', 'This Week's Tasks', and 'Search Plan'. Below these are date filters: 'Date From: 5/10/2010' and 'Date To: 5/10/2010'. There are also dropdown menus for 'Category: All', 'Course: All', 'Task: All', 'Type: All', and 'Type Sub: All'.

There are two buttons: 'Print Today's Tasks' and 'Print Tomorrow's Tasks'. A 'Report Options' dialog box is open, showing three radio button options: 'Time Range', 'Scheduled Tasks Only' (which is selected), and 'Full Task Report'. The dialog has 'Ok' and 'Cancel' buttons.

Below the dialog, a table lists 4 tasks. The table has columns: 'Course Sub Type', 'Task Discription', 'Planned Time', and 'Logged Time'. The tasks are:

Course Sub Type	Task Discription	Planned Time	Logged Time
SH130 Dictation	Drills Practice This is my note.	60	Action
N/A	Exercise	60	Action
SH130 SID Video	Speedbuilding Practice Add their own text	60	Action
N/A	Exercise	30	Action

The table also includes a 'Page: 1' indicator at the bottom right.

QUICK LIST FILTER BUTTONS

- Quick list filter buttons are available for Today's Tasks, Tomorrow's Tasks, Yesterday's Tasks, and This Week's Tasks.
- Additional filter options are available to search the overall time management plan.

The screenshot shows a web browser window displaying the 'ev360 - Time Management for Students' interface. The page title is 'TEMPLATE - SH130-240 (Instructor-S2010)'. The main content area is titled 'MY TIME MANAGEMENT' and features several filter buttons: 'Add Tasks', 'Today's Tasks', 'Tomorrow's Tasks', 'Yesterday's Tasks', 'This Week's Tasks', and 'Search Plan'. Below these buttons are search filters for 'Date From' (5/9/2010), 'Date To' (5/15/2010), 'Category' (All), 'Course' (All), 'Task' (All), 'Type' (All), and 'Type Sub' (All). There are also 'Print Today's Tasks' and 'Print Tomorrow's Tasks' buttons. A table lists 19 tasks with columns for Start Date, Start Time, End Time, Category Type, Course Sub Type, Task Description, Planned Time, and Logged Time. The table shows tasks for 'Today' and dates from May 11, 2010, to May 12, 2010. An arrow points from the 'Today's Tasks' button to the 'Today' entries in the table.

Start Date	Start Time	End Time	Category Type	Course Sub Type	Task Description	Planned Time	Logged Time
Today	10:00 AM	11:00 AM	Skill Development Fast-Tracks	SH130 Dictation	Drills Practice This is my note.	60	Action
Today	10:00 AM	11:00 AM	Life's Responsibilities Aerobics	N/A N/A	Exercise	60	Action
Today	10:00 AM	11:00 AM	Skill Development Jury Charge	SH130 SID Video	Speedbuilding Practice Add their own text	60	Action
Today	12:30 PM	01:00 PM	Life's Responsibilities Swimming	N/A N/A	Exercise This is my note.	30	Action
11-May-2010	12:30 PM	01:00 PM	Life's Responsibilities Swimming	N/A N/A	Exercise This is my note.	30	Action
12-May-2010	10:00 AM	11:00 AM	Skill Development Fast-Tracks	SH130 Dictation	Drills Practice This is my note.	60	Action
12-May-2010	10:00 AM	11:00 AM	Life's Responsibilities Aerobics	N/A N/A	Exercise	60	Action
12-May-2010	10:00 AM	11:00 AM	Skill Development Jury Charge	SH130 SID Video	Speedbuilding Practice Add their own text	60	Action
12-May-2010	12:30 PM	01:00 PM	Life's Responsibilities Swimming	N/A N/A	Exercise This is my note.	30	Action
12-May-2010	05:30 PM	06:30 PM	Weekly Live Classes	SH130	Live	60	Action

CREATE TASKS

- Easy step-by-step process to quickly add tasks to the user's overall time management plan.
- Tasks can be added on multiple days and times with a few quick mouse clicks.
- Categories of tasks to choose from include: Skill Development, Coursework and Assignments, Life's Responsibilities, and Weekly Live Classes.

The screenshot shows a web browser window displaying the 'CREATE TASK' interface. The browser address bar shows the URL: <http://www.staff.cr.edu/Moodle/mod/organize/view.php?id=11258&chapterid=2>. The page title is 'TEMPLATE - SH130-240 (Instructor-S2010)'. The breadcrumb trail is 'CCR > SH130-Naughle > ev360 Time Management > ev360 - Time Management for Students'. The main content area is titled 'CREATE TASK' and contains the following steps:

Step 1: Select Start Date: 5/10/2010

Step 2: Select End Date: 5/14/2010

Step 3: Select Specific Days: Sun Mon Tue Wed Thu Fri Sat

Step 4: Select Start Time: 12:30 PM

Step 5: Select End Time: 01:30 PM

Step 6: Select Category: Select

Step 7: Select Course: Select

Step 8: Select Task: Select

Step 9: Select Type: Select

Step 10: Select Sub Type: Select

Description: Focus on word endings.

Buttons: Create Tasks, Save Tasks, Discard Tasks

Recently Added Tasks:

Start Date	Start Time	End Time	Category Type	Course Sub Type	Task Discription	Total Minutes	
10 May 2010	12:30 PM	01:30 PM	Skill Development Literary	SH130 ev360 Audio Practice	Speedbuilding Practice Focus on word endings.	60	Remove
12 May 2010	12:30 PM	01:30 PM	Skill Development Literary	SH130 ev360 Audio Practice	Speedbuilding Practice Focus on word endings.	60	Remove
14 May 2010	12:30 PM	01:30 PM	Skill Development Literary	SH130 ev360 Audio Practice	Speedbuilding Practice Focus on word endings.	60	Remove

FACULTY FEEDBACK

- User's time management plan is always available to user's instructor.
- Instructor access allows the instructor to evaluate and provide feedback on scheduled tasks.
- Instructor can send user voice messages and file attachments to assist the user in developing a well balanced time management plan conducive to skill development.

SH130-Naughle: ev360 - Time Management for Students (Faculty Feedback) - Windows Internet Explorer

http://www.staff.cr.edu/Moodle/mod/organize/view.php?id=1125&chapterid=8

File Edit View Favorites Tools Help

SH130-Naughle: ev360 - Time Management for Stud...

Jump to...

CCR > SH130-Naughle > ev360 Time Management > ev360 - Time Management for Students

Instructions
Time Management
Faculty Feedback
Reporting

TIME MANAGEMENT FACULTY FEEDBACK

Search

Instructor: All Date From: Calendar Date To: Calendar

3 faculty feedback listed.

Instructor	Date Rec.	Expire Date	Action	Page: 1
Admin User	10 May 2010 11:43 AM	17 May 2010 11:43 AM	Action	New*
Admin User	10 May 2010 09:15 AM	17 May 2010 09:15 AM	Action	
Admin User	09 May 2010 06:40 PM	16 May 2010 06:40 PM	Action	

Page: 1

Trusted sites | Protected Mode: Off 100%

FACULTY FEEDBACK CONT.

- User can listen to faculty feedback message.
- User can save applicable file attachment the instructor provided during feedback.

SH130-Naughle: ev360 - Time Management for Students (Faculty Feedback) - Windows Internet Explorer

http://www.staff.ccr.edu/Moodle/mod/organize/view.php?id=1125&chapterid=8

File Edit View Favorites Tools Help

SH130-Naughle: ev360 - Time Management for Stud...

Jump to...

TEMPLATE - SH130-240 (Instructor-S2010)

CCR > SH130-Naughle > ev360 Time Management > ev360 - Time Management for Students

Instructions
Time Management
Faculty Feedback
Reporting

TIME MANAGEMENT FACULTY FEEDBACK

Search

Instructor: All Date From: Calendar Date To: Calendar

3 faculty feedback listed.

Instructor	Date Rec.	Expire Date	Actions
Admin User	10 May 2010 11:43 AM	17 May 2010 11:43 AM	Save Attachment Listen Audio Action
Admin User	10 May 2010 09:15 AM	17 May 2010 09:15 AM	Action
Admin User	09 May 2010 06:40 PM	16 May 2010 06:40 PM	Action

Page: 1

Trusted sites | Protected Mode: Off

FACULTY FEEDBACK CONT.

- User listens to audio message from instructor.

The screenshot shows a web browser window displaying a Moodle course page. The page title is "TEMPLATE - SH130-240 (Instructor-S2010)". The breadcrumb trail is "CCR > SH130-Naughgle > ev360 Time Management > ev360 - Time Management for Students". The page content includes a search bar, a navigation menu with "Instructions", "Time Management", "Faculty Feedback", and "Reporting", and a table of feedback entries. A modal window titled "Instructor's Feedback" is open, showing "Instructor Name: Admin User" and an audio player with "Stop", "Pause", and "Play" buttons. The audio player shows a waveform. The table below the modal window lists feedback entries:

Instructor	Date Rec
Admin User	10 May 2
Admin User	10 May 2
Admin User	09 May 2

The browser's address bar shows the URL: <http://www.staff.ccr.edu/Moodle/mod/organize/view.php?id=1125&chapterid=8>. The browser's status bar at the bottom indicates "Done" and "Trusted sites | Protected Mode: Off".