# Student Features in Echo360 ALP

This document will cover several features available in Echo360 ALP for students, including note taking, discussion forums, bookmarking and flagging confusion.

Taking Notes

Echo360 ALP allows you to take notes against slides and recordings within an Echo360 ALP Class. Notes you enter are synced to the video location or presentation slide you are viewing at the time so that when you go back to look at them later, you have some context for the note you entered. This can be particularly useful if note-taking is not your strong suit or you make a note of an item from the Class you want to review again.

1. To take notes, login to your Blackboard unit or Canvas course. You will see the Echo360 ALP button. Click on it to enter Echo360 ALP:
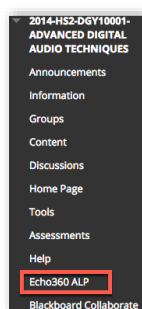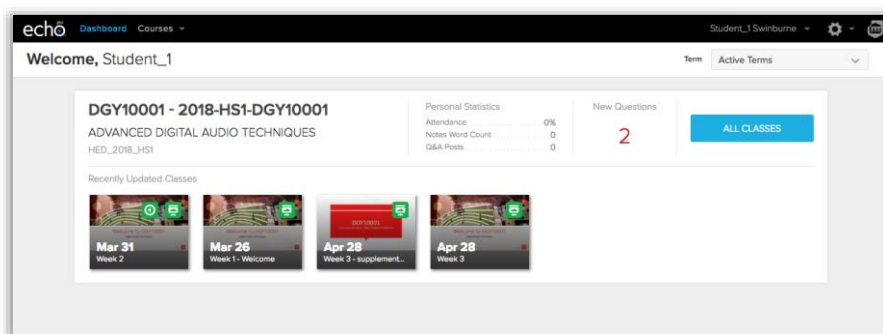

Blackboard
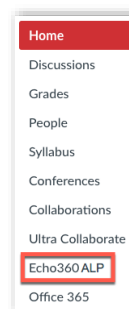
Canvas

You will now see your list of Courses (this is called the Dashboard):

2. Click on the ALL CLASSES button for the unit/course you want to view. You will now see the Class list for that Course. Depending on the particular Class, you may see this icon 🔲 which indicates a presentation is available or this icon 🟢 which indicates a recording is available or both (if you don't see any icons, there are no recordings or presentation yet for that Class). If you have watched either the presentation or recording, these icons will appear grey. Click on the title of one of the Classes to enter it:
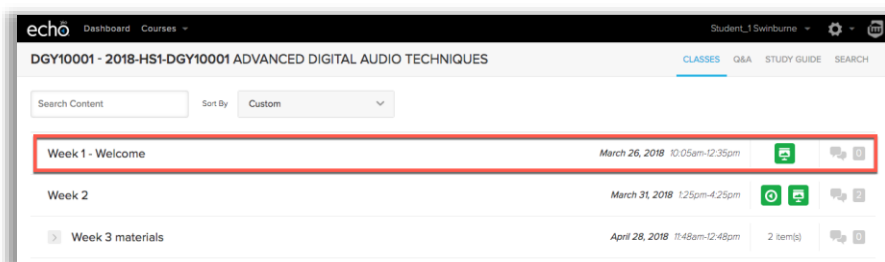
You will now see the presentation along with several icons:
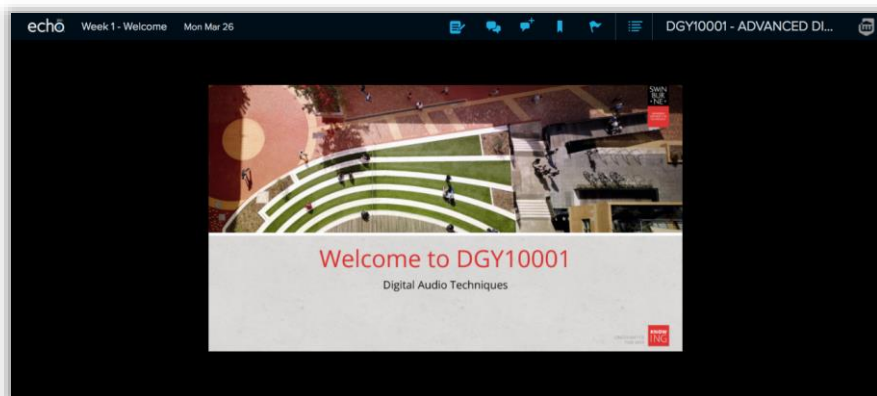

The table below describes what each of the blue icons across the top represents:

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	Notes: This is where you can take notes and, if you want, export your notes for use in other applications.
	Discussion: This is the discussion forum (sometimes referred to as Q&A) built within Echo360 ALP.
	New Question: This allows you to post a new question directly into the discussion forum.
	Bookmark: This allows you to bookmark any location in the video or a slide in the classroom.
	Flag as Confused: This allows you to mark any content you find confusing. If the class contains both video and presentation media, select whether you are marking the video location or the slide.
	Class List: This returns you back to the list of all Classes.

3. Click on the icon to open the note taking panel:
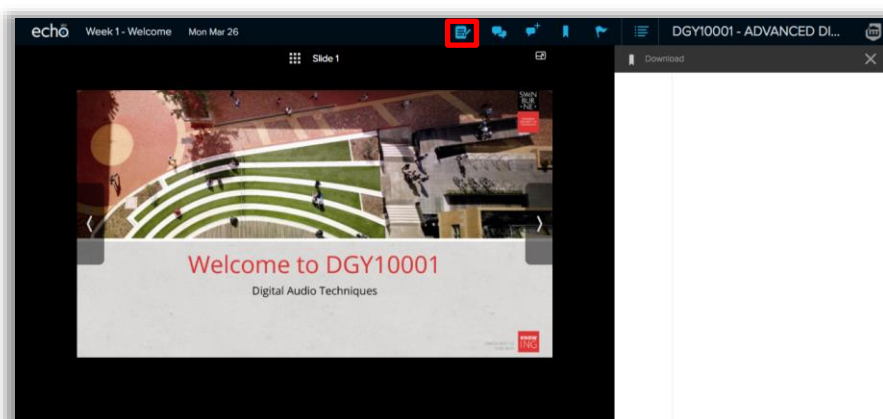
4. Click inside the panel to start typing your notes. You will notice that your notes are stamped with the corresponding slide number:
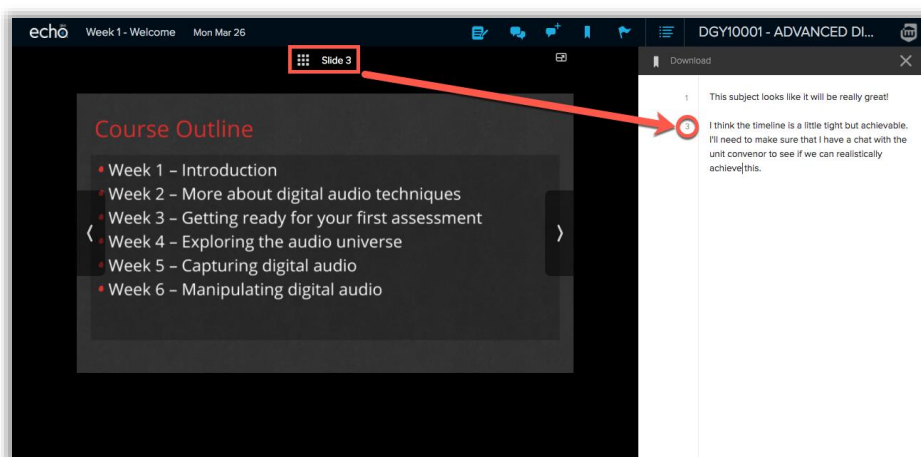
If you add a note against video content, your notes will also be timestamped corresponding to where in the video you added the note:
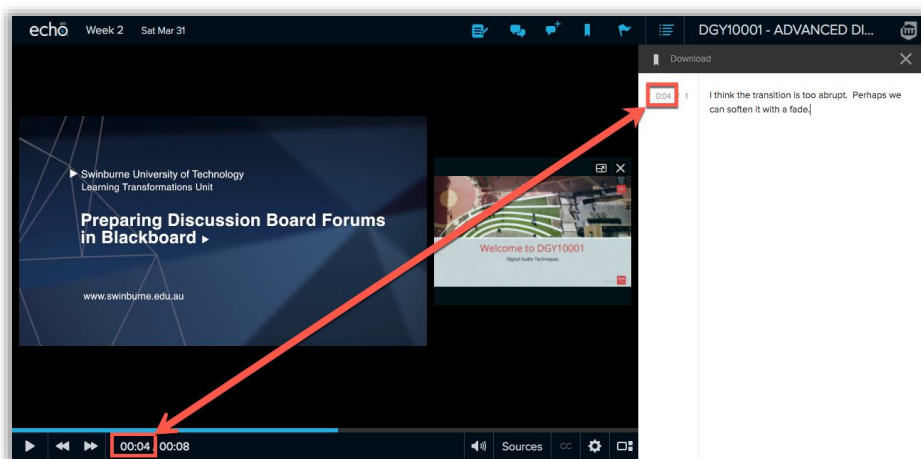

5. You are also able to download the notes you have added to Class content. Click on the ⬛ Download icon at the top of the note taking panel and you will be prompted to save a plain text version on your computer. You can then use this file in any word processing application of your choice.
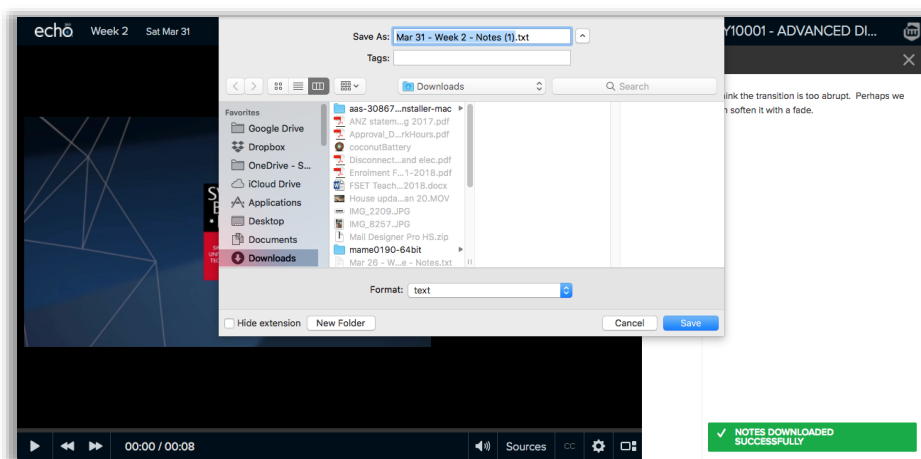
Discussion Panel

If you have a question while viewing a classroom presentation or want to respond to a question someone else asked about the Class, select the 💬 icon from the toolbar. Clicking on this button will also expand and minimise the discussion panel. If a post references a point in the classroom video or a particular slide, that visual cue also appears with the question in the Discussion panel.
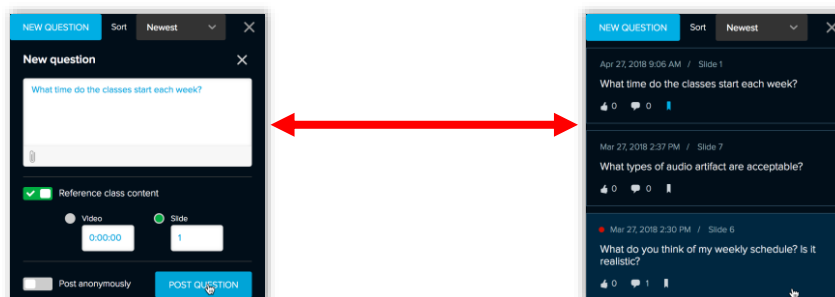
1. Click the 💬 icon to open the Discussion panel:
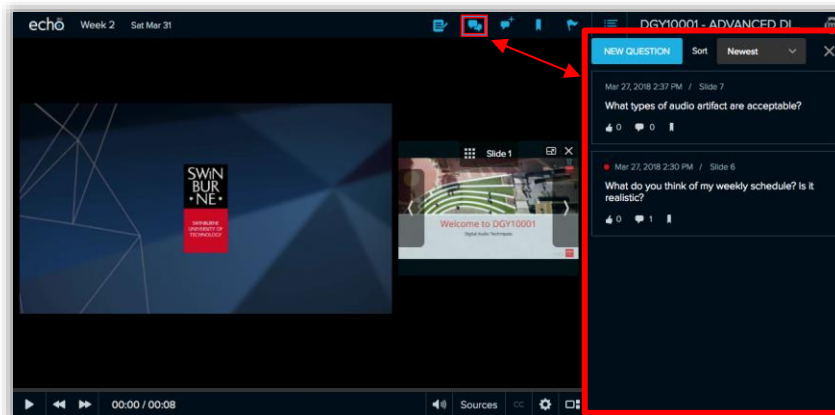
2. To post a new question, click either the 🗇 icon or the NEW QUESTION button:
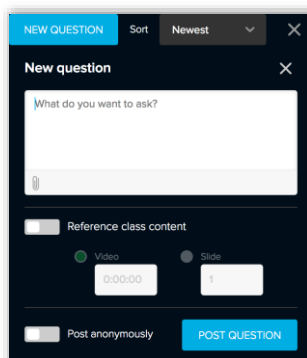
3. Type your question in the What do you want to ask? area. You can also add an attachment to your question by clicking on the 🖈 icon. If you want the question to relate to a specific slide or point in time of a recording, turn on the Reference class content switch. You can then either reference either a slide or point in time of a video (but not both). If you want to post your question anonymously, turn on the Post anonymously switch. *Please note: while your post will appear anonymous to other students, the lecturer will see your name*.

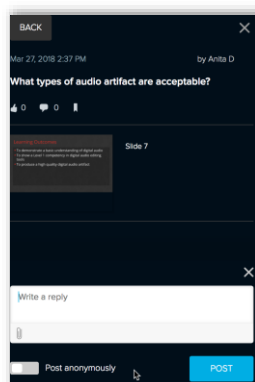4. When you are ready, click the POST QUESTION button and your post will appear in the Discussion panel:

Replying to a Post

1. To reply to a post in the Discussion panel, click once on the post:

2. Click the **RESPOND TO THIS QUESTION** button to respond:
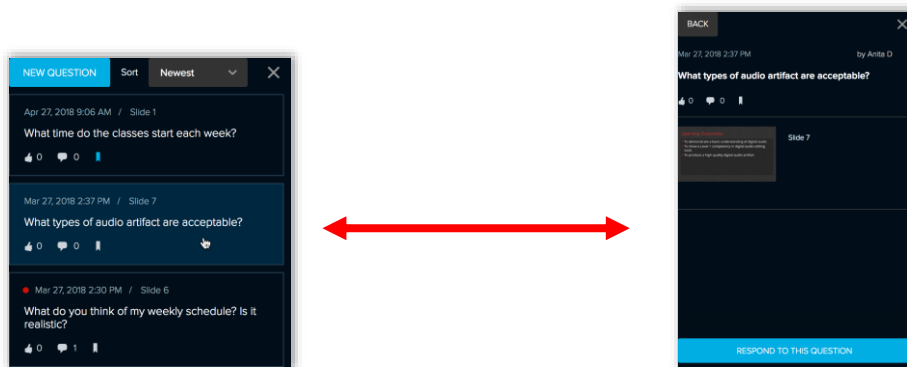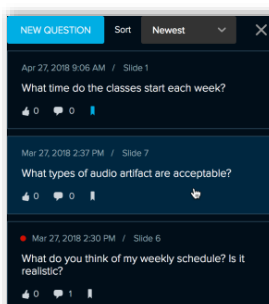

3. Write your reply in the **Write a reply** section. Again, you can add an attachment to your question by clicking on the 📎 icon and, if you want, you can post your question anonymously by turning on the **Post anonymously** switch. When you are finished, click the **POST** button:
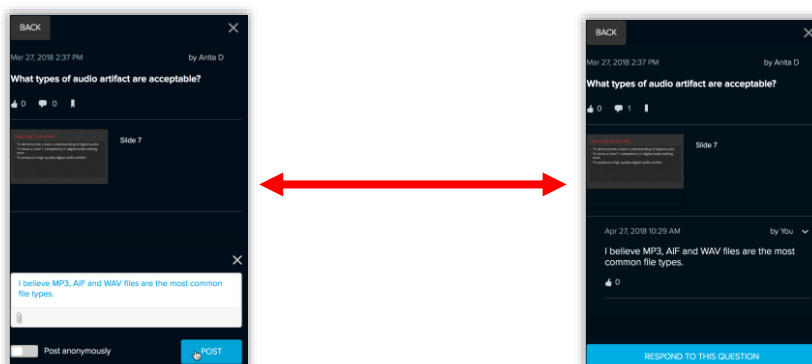

4. To return to all the posts for the Class, click the **BACK** button in the top left of the panel:

Flagging Confusion

Confusion Flags allow you to identify classroom material that you find confusing or that you would like clarified. Your lecturer will see that someone has flagged that location or slide and may ask the class what they find confusing.

1. To indicate that you are confused, click on the ▸ icon:
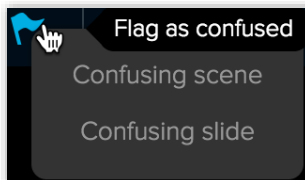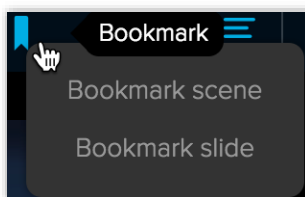

2. If the classroom contains both a video and a presentation, you will be asked to select whether the scene is confusing or the slide is confusing. If you want to flag both items of content, click the flag a second time to make a second confusion flag for the other content type. *Please note that you will not receive any confirmation that you've flagged something as confusing but your lecturer will see your flag*.

Bookmarks

Bookmarks let you mark locations in presentations or videos so you can find them quickly and easily, without having to page, read notes or scrub through the presentation/video.

1. To bookmark a slide or point in time for a recording, click the ▌ icon:

2. If the classroom has both a video and a presentation, select whether you are bookmarking the scene or the slide. You will see confirmation that you have successfully captured you bookmark:

 or

3. Once your content is bookmarked, the Bookmark appears with your Notes. This allows you to click the bookmark and go to that location in the presentation/video (whichever you selected to bookmark):