

OER Description Module 5

A map of the digital competences of adults in Austria, Italy and Greece.



OER Description Module 05: Dealing with Authorities

This document describes use of the Module 01 as an Open Educational Resource. This covers

- The transfer to another server
- The Translation to a different language

1 Package files

The package contains all files that are necessary to implement the module on a Moodle Server.

- [1] backup-dim05-20220729.mbz
This is the Moodle download file. You have to use it create the course on your server
- [2] OER_Description-Module_05.docx
This file, contains the description of the package and the translation guide.
- [3] MOD05_Mandala_Images.pptx
This file is used to create the translated mandala depiction.
- [4] List of Services.pptx
This is the original file to create the short video.
- [5] Digital Signature_1-2.mp4
This is the explainer video for the digital signature

2 The transfer to another server

The following steps are necessary to create the new course on your server:

- [1] Create a new empty course
- [2] Restore the backup in this course

3 The translation to a different language

The translation for the module can be done completely in the course on your Moodle server. Two major steps are necessary:

- [1] Go to the content bank and translate the H5P content listed there.
- [2] Open the course for editing.
Select "settings" for each item in the course and translate the content.

4 Additional translation steps

- [1] MOD05_Mandala_Images.pptx
Use the MOD05_Mandala_Images.pptx file, open it with PowerPoint. The file includes the English Version of the Self-Evaluation Mandala. Translate the text and save the file.
Save the file using "save as" and select PNG. When saving, you get asked to select "this slide only" – select it.
Now you have the PNG file of the Mandala in your folder. Replace the English picture with this translated. Finally, Check the links in Moodle.

[2] 03 List of Services.pptx

This PowerPoint file is the basis for a video. You may translate the various text parts and save it. As a next step, save the file as a mp4 video. The created video file can be used to replace the English version (you may upload it to Moodle or upload the video to YouTube and link it from there into the Moodle course).

[3] Digital Signature_1-2.mp4

You may use a video-editing program and do some overlay over the written texts. Another option is to create subtitles and to offer a transcript of the texts to the learners.