Provide learning resources	Description	Help
Label	Helps improve the appearance of a course. Allows you to add a short description to each course section (week/topic), or embed a picture, sound or video files directly on the course page.	[Video](#)
Files	Enables you to upload and display a variety of resources to students: text/pdf documents, pictures, sound and video files.	[Video](#)
Folder	Used for organizing files. Easy for the collection of files within a folder.	[Visual guide](#)
URL	Provides students with web links for different resources on the internet.	[Video](#)
Page	A link to a course page that displays the contents created by you. E.g. plain text, images, audio, video or a combination of all these. Easy for displaying information. Easy for updating the contents.	[Video](#)
Book	Allows you to present information in a well-structured and user-friendly format. The creation of multi-page resources with a book-like format, including main chapters and sub chapters. Can contain media files and text. Useful for displaying large amounts of information.	[Video](#)
Encourage collaboration	Description	Help
Forum	Supports collaborative learning between you and students and/or among students. Convenient for asynchronous discussions. There are 5 different forum types for selection; we recommend you to use a Single simple discussion.	[Video](#)
Chat	Enables you and your students to have text-based, real-time synchronous discussions. It may be a one-time or repeated activity at the same time each day or each week. Chat sessions are saved and can be made available for students to view.	[Visual guide](#)
Glossary	Supports collaborative learning between teachers and students and/or among students. Enables to create and maintain a list of definitions, like a dictionary. The entries can be searched or browsed in different formats. Convenient for sharing information.	[Video](#)

Student folder	Improves exchange of knowledge. Students can upload documents that are available to other students immediately or after you have checked the documents and given your consent.	
Wiki	Enables students to add and edit the writing. Promotes collaborative writing. Allows knowledge creation and enhancement. Traces the history of collaborations among students.	[Video](#)

Assess and evaluate	**Description**	**Help**
Assignment	Easy for submission of online assignments. Allows you to collect work from students, review it and provide feedback including grades. The work students submit is visible only to you and not to the other students. Allows students to make changes to their assignments before the due date.	[Video](#)
Quiz	Allows you to design and build quizzes consisting of a large variety of question types, including multiple-choice, true-false, and short answer questions. These questions are kept in the Question bank and can be re-used in different quizzes.	[Video](#)
Choice	Use to quickly test students' understanding, or as a quick poll to stimulate thinking about a topic. Results may be published with student names or anonymously.	[Video](#)
Feedback	Useful for course evaluation, conducting surveys on any topic, as well as for stimulating students to brainstorm or share ideas. You can specify that respondents remain anonymous; use different question types such as multiple-choice, numeric, short text answer & etc; view responses to the questions as a summary or in detailed analysis, or by individual user.	[Visual guide](#)

Monitor and track	**Description**	**Help**
Attendance	Allows you to maintain a record of attendance, replacing a paper-based attendance register. You can mark the attendance status of a student as "Present", "Absent", "Late", or "Excused".	[Article](#)
Heatmap	Shows the counts of distinct and overall student visits (views, clicks) to each activity and resource. Use this quick and easy way to get a sense of what stuff is being used intensively, and what is not. This information could help you to improve your course content.	[Visual card](#)

Course dedication	Allows you to see the estimated dedication time to a course by students. It counts clicks, a quantity of sessions and session's duration.	[Visual card](#)
Reports	Allow you to request reports detailing which resources and activities of a course have been accessed, when, and by whom. There are several kinds of reports, but we recommend you to use – Logs - that generate a filtered report showing information about a particular activity or student.	[Video](#)

Communication	Description	Help
Bulk emailing	You are able to send a message to all or a group of students directly on your ecourse pages.	[Visual guide](#)
Messaging	eCourse messages are internal and are not restricted to a specific course; anyone can send messages to others not in their courses. Personal message settings allow messages to be sent via e-mail when you are not logged in on the eCourse.	[Video](#)