



ToolBook & Pathlore LMS

Preparing ToolBook Courses for Delivery in Pathlore LMS

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Preparing ToolBook Courses for Delivery in Pathlore LMS (version 6.5)

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Introduction

You can author online courses using SumTotal's ToolBook Instructor or ToolBook Assistant desktop authoring products and deliver these courses through Pathlore LMS. Using a learning management system such as Pathlore LMS allows test scores to be tracked and saved automatically, along with each individual's status for completing a course.

While building an online course in ToolBook there are a few things to consider before packaging and publishing. This document explains these considerations and also includes instructions for publishing a ToolBook course in Pathlore LMS.

The examples and illustrations in this document show ToolBook Instructor 2004 SP 3 and Pathlore LMS 6.5. Since most customers use the SCORM delivery method for online courses, the AICC delivery method is not discussed in this document.

Preparing Content in ToolBook

ToolBook prepares your content for delivery through a Web browser when you open the File menu and select Publish to Web (DHTML). This opens the Web Specialist, which leads you through some options and then exports the book as a series of Web pages. ToolBook creates a single package file that you can deliver through a learning management system.

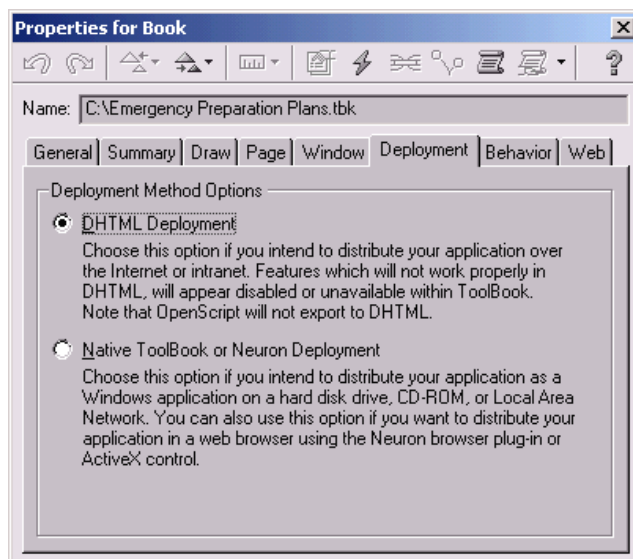
Follow the guidelines below when developing your content in ToolBook.

Create a Book for DHTML Deployment

When you begin a new book in ToolBook, prepare the file for export as a series of HTML pages that utilize DHTML (Dynamic Hypertext Markup Language) in one of the following ways:

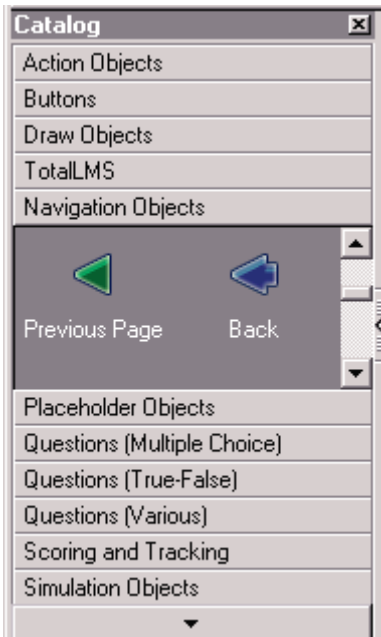
- In the Startup dialog box, click the Quick Start tab and choose the icon for "Blank DHTML Book."
- Click the Templates tab in the Startup dialog box and choose any of the green template icons.
- In the Startup dialog box, click the Book Specialists tab, choose the Full Specialist, and choose DHTML deployment when prompted in this wizard.

If you have an existing book and want to verify that the book is ready for HTML/DHTML deployment, open the Object menu in ToolBook, choose Properties for Book and click the Deployment tab. The Deployment tab shows the intended distribution method for the current book and allows you to change this setting if necessary.



Add Navigation Buttons

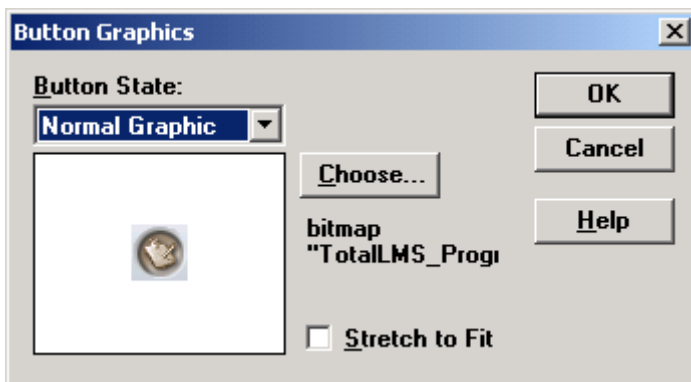
Learners move through the pages in a course by using the Next or Back buttons that you add while developing a course in ToolBook. These buttons are available in the Navigation Objects category in the ToolBook Catalog, shown below.



In a ToolBook course, you can create a toolbar and add the navigation buttons you need to the background (for use on multiple pages) or the foreground of a page (if a button will be used on a single page). You can develop your own graphics for buttons if you wish.

► To assign a graphic to a button:

- Right-click a button and choose **Graphics** from the menu. The following dialog box appears.



Enter Course Information in the Book Properties

ToolBook uses the information provided in the Summary tab of the Properties For Book dialog box to provide course data to the LMS. To access these properties, from the Objects menu, select Properties For Book. When you enter the book title, Pathlore LMS uses it as the course name when the book is published in Pathlore LMS. The description you enter automatically appears in Pathlore LMS.

Note: This is not a mandatory step. Pathlore LMS allows you to enter course information in Administrator mode. You may also modify any of these entries in Pathlore LMS.

Use Exit Buttons to Send Scores and Signal Completion

ToolBook communicates with a learning management system to report a learner's score and other completion information. ToolBook offers several buttons in the catalog to support the automated reporting of this information. You must use one or more of these buttons in order for information to be reported back to Pathlore LMS. The table below provides a description of these objects.

Catalog button	Description
Exit (Mark as Complete) button	Records the final score for all questions the learner answered in a ToolBook course. The course is marked as complete in the LMS database. After the results are sent, the course closes.
Exit (Suspend Lesson) button	Records the present score for a learner to the LMS and then closes the lesson. This allows the learner to exit after finishing part of the course and resume it at a later time.
Exit (Discard Results) button	Cancels all responses the learner made to questions and then exits. This allows the learner to leave the course without reporting results to the LMS.

You may use more than one type of exit button. For instance, you might use an Exit (Suspend Lesson) on most pages and replace it with an Exit (Mark as Complete) button on the final page of a course.

As an alternative to using the exit buttons described in the table above, you can assign the same behavior to any button or object by assigning the "Exit Lesson" action using the Actions Editor feature of ToolBook Instructor. Four possible parameters for the exit can be used: Mark lesson as complete, Suspend lesson, Discard results, or Restart lesson. You could set up a condition for a single exit button that shows a message asking the learner to choose whether or not to save their results or discard results.

Make Your Course a Single ToolBook File

When designing a ToolBook course for use with Pathlore LMS, refrain from creating a course structure that consists of multiple books that interact with one another (where one ToolBook book calls or opens a different book). Recording the scores from this type of nested course structure is not supported in the Pathlore LMS.

A course exported from ToolBook is a single SCO—this allows objects and data to persist between the pages in a ToolBook course.

You can provide navigation between pages by adding Next and Back buttons from the ToolBook Catalog or creating your own graphics and assigning them to navigation buttons. If you like, you can add actions to these buttons to provide unique navigational paths (for example, you may want learners to go to a specific page based on their response to a question).

Packaging a ToolBook Course with the Web Specialist

In order to prepare a ToolBook course for delivery through Pathlore LMS, you open the ToolBook Web Specialist by clicking the File menu and selecting Publish to Web (DHTML). The ToolBook Web Specialist wizard walks you through some decisions and then gathers all of the necessary files to create a package file that you can deliver.

Make these selections for Pathlore LMS delivery as you go through the Web Specialist wizard:

- Select the appropriate packaging option. Choose **SCORM 1.2** as shown in Figure 3 (unless you plan to use a less frequently-used standard such as AICC).

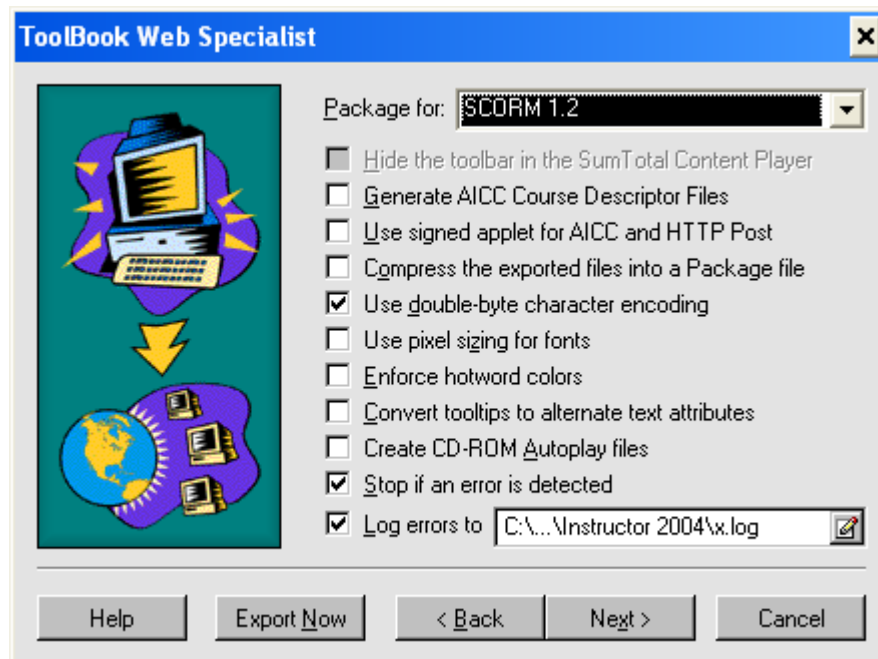


Figure 3: Choosing SCORM 1.2 package option

- Create a .zip file that contains the course. Choose **Compress the exported files into a package file**.
- To launch your ToolBook content inside the player window, select **Do not use an HTML launch page**. Alternatively, you can choose to let ToolBook automatically create an HTML page, or use a custom HTML page that you have created, and the course will display in a separate pop-up window (SCORM communication with Pathlore LMS will still take place).

The options discussed in the bullet points above are illustrated in Figure 4 on the next page.



Figure 41: Choosing this option means a ToolBook course will appear in the Pathlore LMS Player window

Publishing Content in Pathlore LMS

If you selected to compress your exported files into a package file when going through the ToolBook Web Specialist, a zip file containing the course will be available in the Web Export folder of the directory you selected. You can publish this file in Pathlore LMS.

► To publish a ToolBook course in Pathlore LMS:

1. Log in to Pathlore LMS and navigate to Content Center “Content Objects” content objects section.
2. Select **Import**.
3. Select the **Single Course** type.
4. Select **SCORM 1.2/1.3 Content Package**. See Figure 5 below.
5. Click **Browse** to locate the package file for the course; select the file.
6. Click **OK**.
7. Proceed with the necessary steps to create this course and assign it to the appropriate learners.

Figure 5: Choosing this option means a ToolBook course will be imported as a SCORM 1.2 package

Additional information

Visit <http://www.toolbook.com> for more information about ToolBook.