



THE UNIVERSITY *of* EDINBURGH

Centre for Open Learning  
Short Courses

# Using Learn and Pebble+ for Art and Design

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# Introduction

## About this Guide

This Guide is designed to take you step-by-step on how to access Pebble+ via Learn to create, update and submit and Learning Journal.

This guide should be read in conjunction with the published Information and guides for credit and assessment which can be viewed at our **Access and Credit Study** web pages; <http://www.ed.ac.uk/studying/short-courses/access>

## The Digital Learning Journey

As an enrolled and matriculated student on a credit course in art and design, you will;

- access course information, content, tasks and assignments via '**Learn**'
- record your learning journey via an online reflective '**Learning Journal**' using **Pebble+** and submit it as part of the assessment requirements.
- submit a digital **Cover Sheet** electronically via '**Turnitin**' in support of your **portfolio** submission of practical art and design work.
- access assessment results and feedback via '**Grademark**'

## Using Learn

As with all matriculated students on short courses, you will have access to '**Learn**' from week 1 of your course. Here you can access course information, content and tasks and access other digital tools. Each of the credit courses you are enrolled on will have its own page on **Learn**.

You will be required to access **Learn** regularly throughout each course to receive information such as project briefs, instructions, tasks, materials list, further reading or links to relevant web pages, exhibitions as well as information on assessment.

## Help and Support Using Learn

For a full overview of **Learn**, please visit.

<http://www.ed.ac.uk/information-services/learning-technology/virtual-environments/learn>

## Logging in

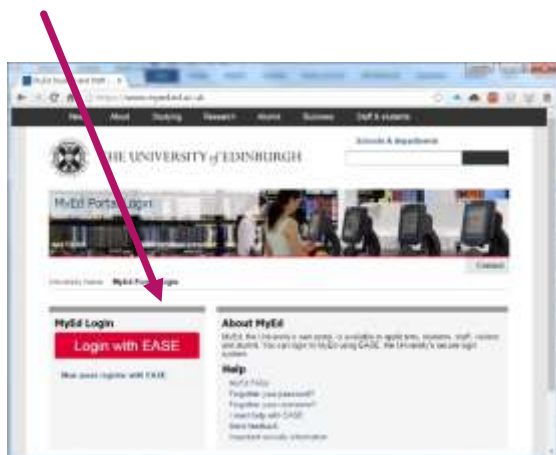
You log in to all our digital services using **EASE** with your student **username** and **password**.

If you don't know or have forgotten your username and password, contact the IS helpdesk at <http://www.ed.ac.uk/information-services/help-consultancy/contact-helpline>

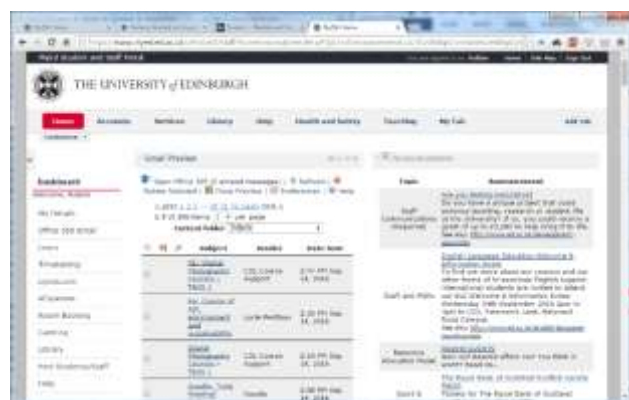
### Step 1

First, go to **MyEd Login** - <https://www.myed.ed.ac.uk/>

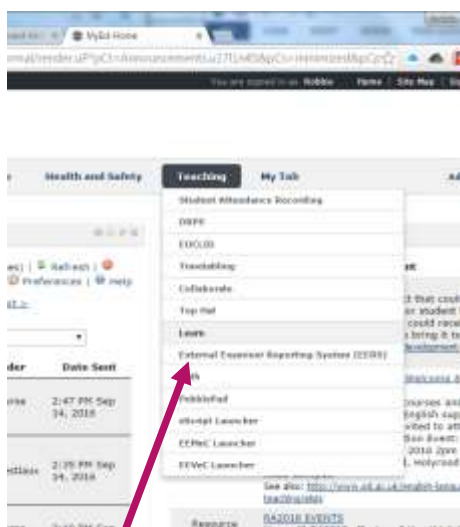
Press '**Login with EASE**', Enter your University of Edinburgh student '**username**' and '**password**' and press '**log in now**' which takes you to your '**MyEd**' page



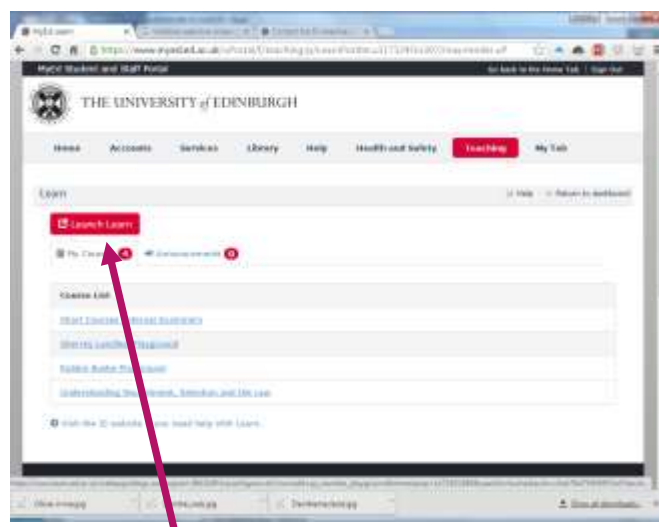
Log in with **EASE**



Arrive at your **MyEd** Page



Find **Learn** in **Teaching** Tab

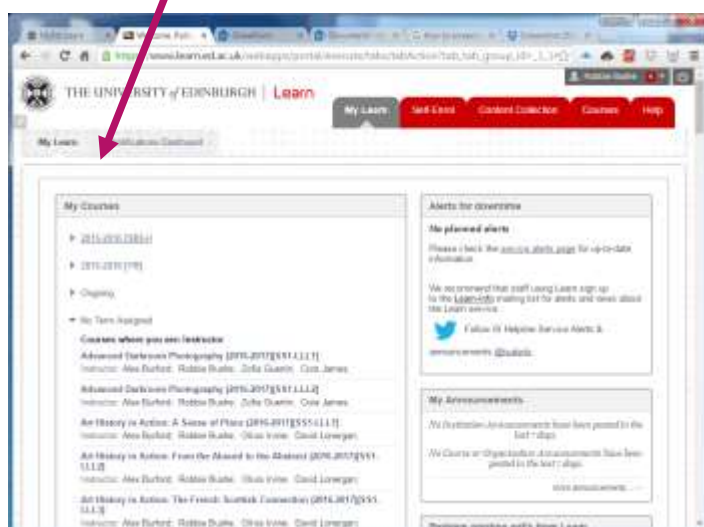


Press **Launch Learn**

## Step 2

You arrive in your '**My Courses**' page of Learn.

In the '**My Courses**' box, there is a list of every course you have enrolled on as a student



Art and Design Short Course titles will appear in the following format:

**Developing Graphic Design (2016-2017)[SS1-LLL1]**

Which refers to; Course Title (academic year 2016-2107)[Term 1]

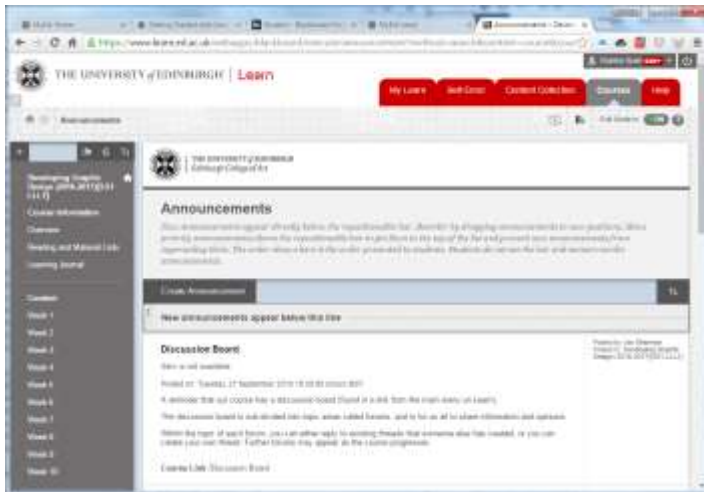
## Step 3

In the **My Courses** box, click on one of the courses you have enrolled on.

In this example we will click on 'Developing Graphic Design'

## (Developing Graphic Design (2016-2017))[SS1-LLL1]

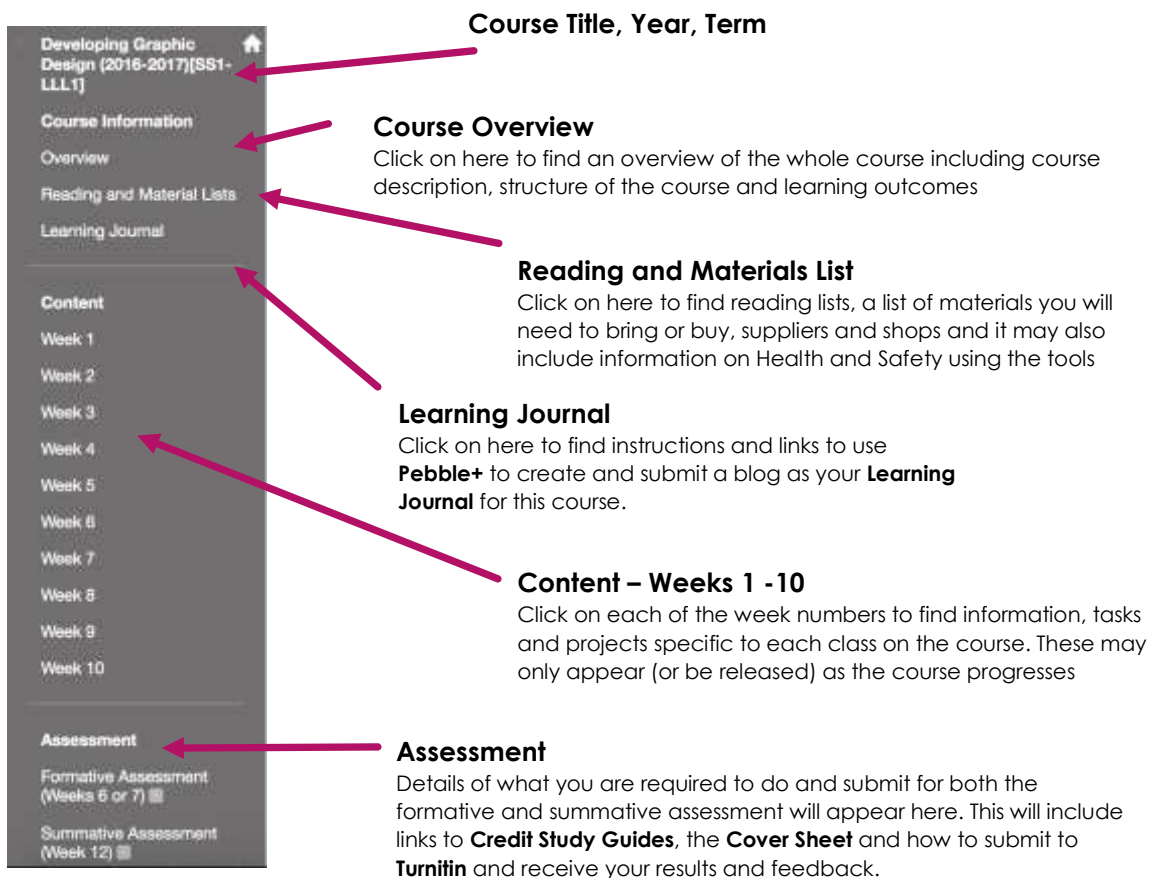
You will arrive at a page that will look similar to this;



This is where your course tutor will add content and information about your course.

**Learn** enables the course tutor to customise and reorganise the layout and content and your course may not look exactly like this example.

However, for all Art and Design credit courses, there should be a similar format to the **menu items** in the grey column on the left;



**Course Title, Year, Term**  
Developing Graphic Design (2016-2017)[SS1-LLL1]

**Course Overview**  
Click on here to find an overview of the whole course including course description, structure of the course and learning outcomes

**Reading and Materials List**  
Click on here to find reading lists, a list of materials you will need to bring or buy, suppliers and shops and it may also include information on Health and Safety using the tools

**Learning Journal**  
Click on here to find instructions and links to use **Pebble+** to create and submit a blog as your **Learning Journal** for this course.

**Content – Weeks 1 -10**  
Click on each of the week numbers to find information, tasks and projects specific to each class on the course. These may only appear (or be released) as the course progresses

**Assessment**  
Details of what you are required to do and submit for both the formative and summative assessment will appear here. This will include links to **Credit Study Guides**, the **Cover Sheet** and how to submit to **Turnitin** and receive your results and feedback.

**Formative Assessment**  
(Weeks 6 or 7)

**Summative Assessment**  
(Week 12)

# Using Pebble+

## Introduction

In parallel with your studio work for your credit course in art and design, you will use a system called '**Pebble+**' (also known as **PebblePad**) to create and publish an online **Learning Journal**.

For more information about what the **Learning Journal** is and what content you should put there, please read the guide '**Studying Support for Credit in Art and Design**' which can be viewed and downloaded at

<http://www.ed.ac.uk/studying/short-courses/access>

You access your own **Pebble+** account through your courses on '**Learn**'.

**Pebble+** is simple to use and enables you to create a blog (short for 'web log') which can include:

- Text
- Images
- links
- Videos
- Sound
- Attached files

You will use the **blog** function of **Pebble+** to create a **Learning Journal** by adding entries over the duration of the course which record your work and reflections on what you have learned and achieved.

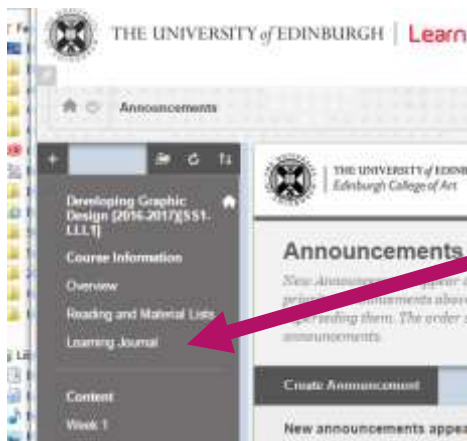
As soon as you have created your **blog** at the start of the course, you will submit it to something called the '**ATLAS workspace**', so that your tutor can access it, view it and provide ongoing feedback.

## How to access and use Pebble+

### Step 1: Finding the Pebble+ link in Learn

Open **Learn** and navigate to the art and design course you are creating a **Learning Journal** for. You will need to do this for each of the credit courses you are enrolled on.

Look at the grey column on the left and find a link called '**Learning Journal**'.



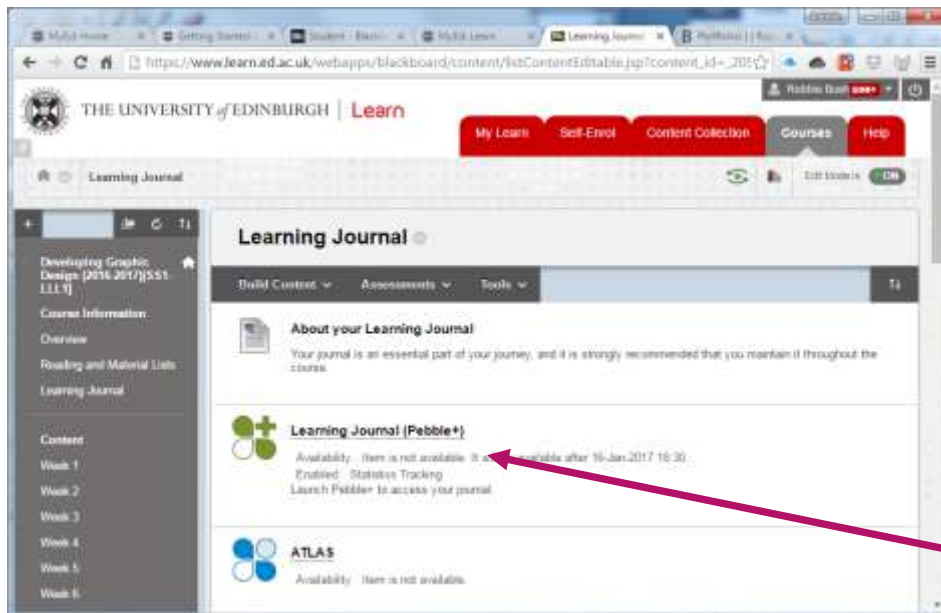
### Learning Journal

Click on here to find instructions and links to use **Pebble+** to create and submit a blog as your **Learning Journal** for this course.

If the 'Learning Journal' does not appear, it means your tutor has not yet created the link to it for this course or it may be placed in a different place. Your course tutor will be able to let you know.

Click '**Learning Journal**'.

This will take you to a page which looks like this.



Select  
**Pebble+ Link**

In the main box, there will be three items;

1. About your Learning Journal
2. Learning Journal (Pebble+)
3. ATLAS.

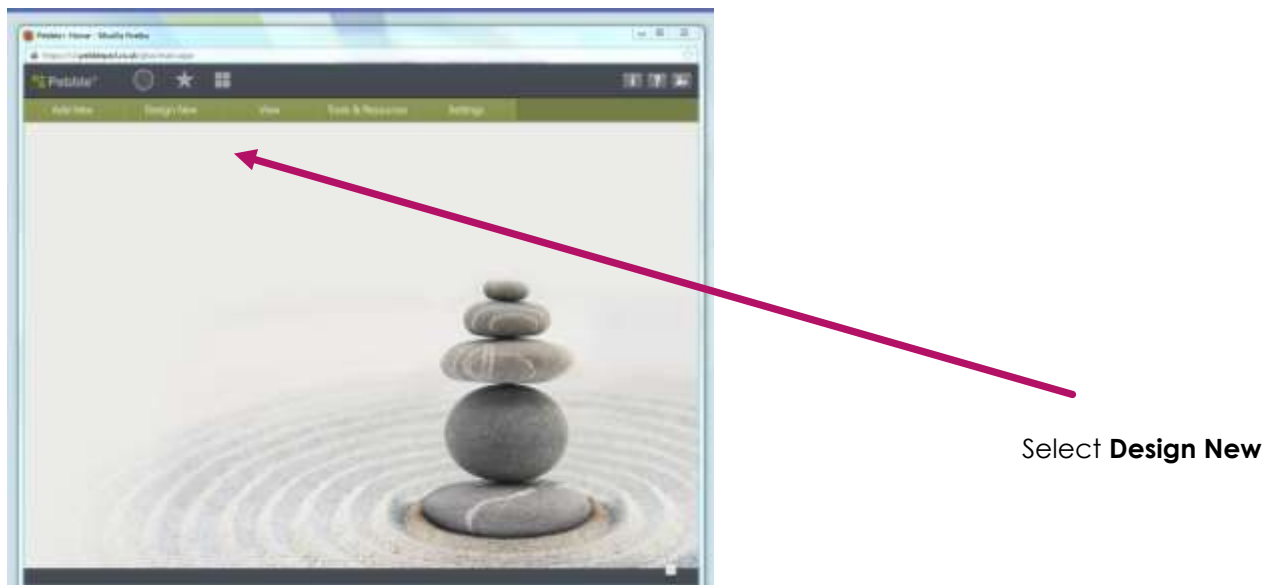
For now, click on '**Learning Journal (Pebble+)**' or if it has a different title, the item

which has an icon which looks like this: 



## Step 2: Creating a Blog in using Pebble+

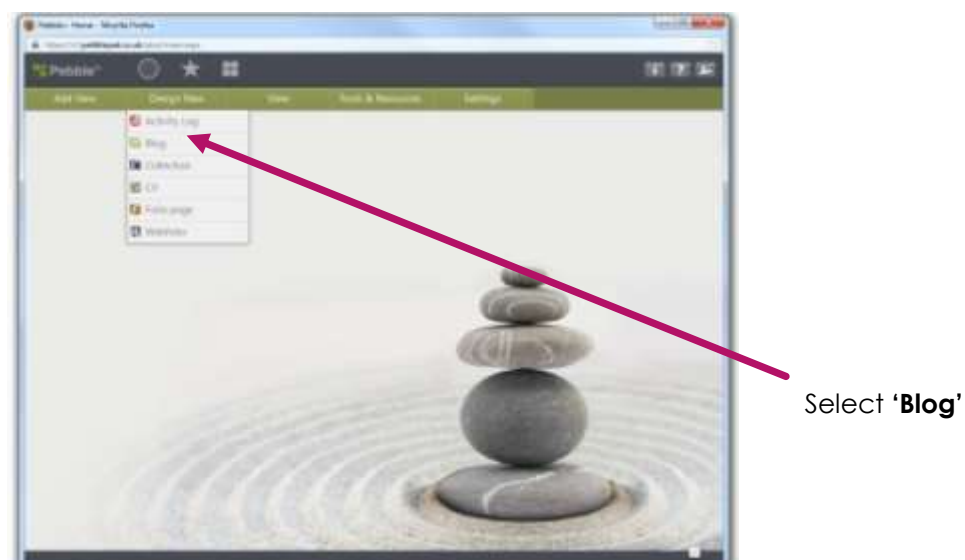
**Pebble+** should open in a new window like this.



This is the **Pebble+** environment.

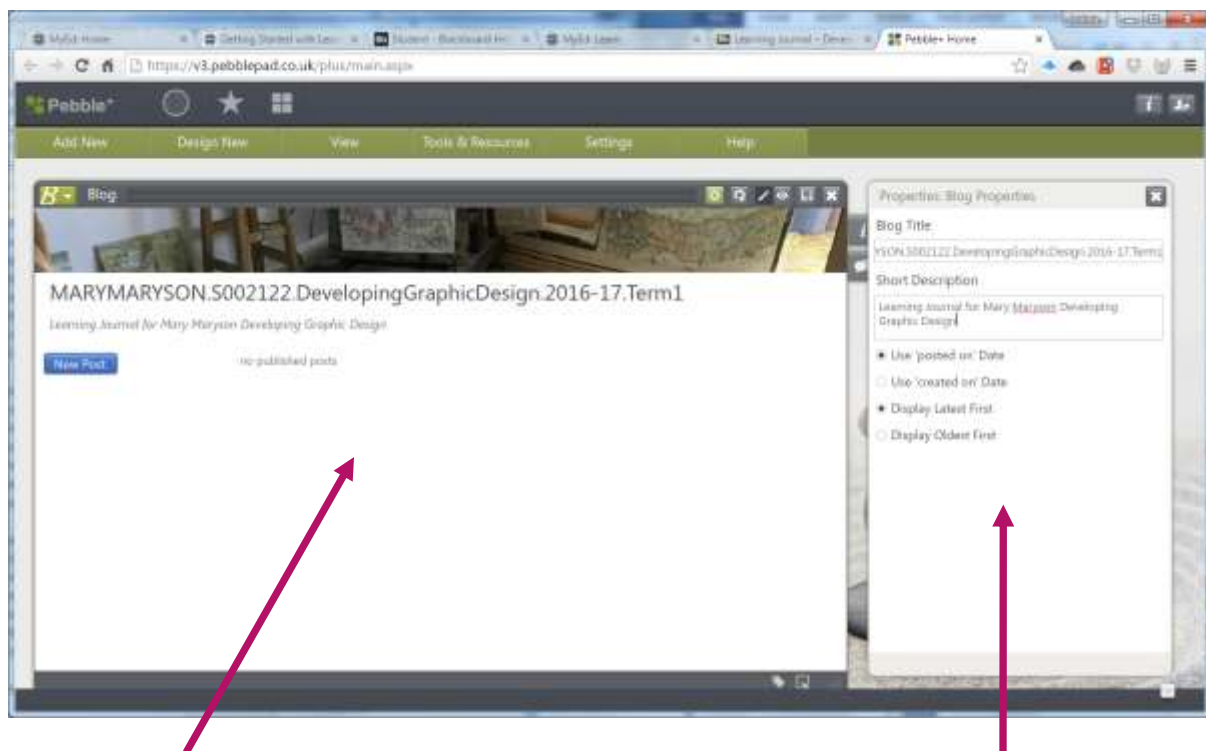
In future, you will be able to access and login this directly from 'MyEd' (<https://www.myed.ed.ac.uk>) without going through **Learn**.

Click on '**Design New**'



Select '**Blog**' – which this the second menu item on the list.

You will be presented with two new windows; one to show the content of your blog, the other to add Information about the Blog – called **Blog Properties**.



**Blog Content**

**Blog Properties**

As in the example above, give your **Blog** a title using the **Blog Properties** window in following format:

**YOUR NAME.MatriculationNumber.Course.year.term**

e.g. MARYMARYSON.S002122.DevelopingGraphicDesign.2016-17.Term1

And, if you want, you can give it a description and customise the banner.

Press the **'save'** icon in the top right hand side of the blog content window:

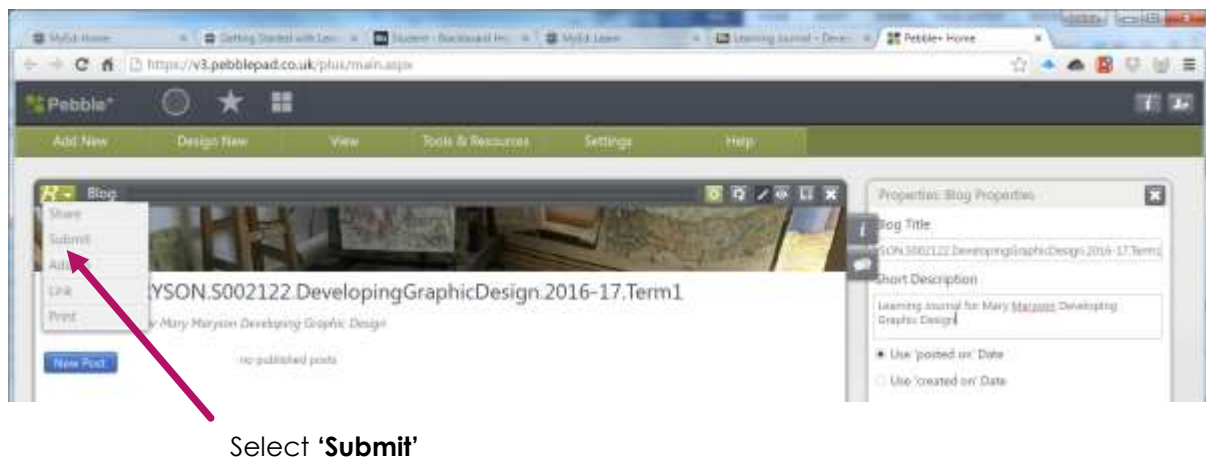


Your new Blog is created!

### Step 3: Submitting your Blog to a Workspace

Now you have created your blog you need to submit it to the correct **'ATLAS Workspace'** so your tutor can view and read it.

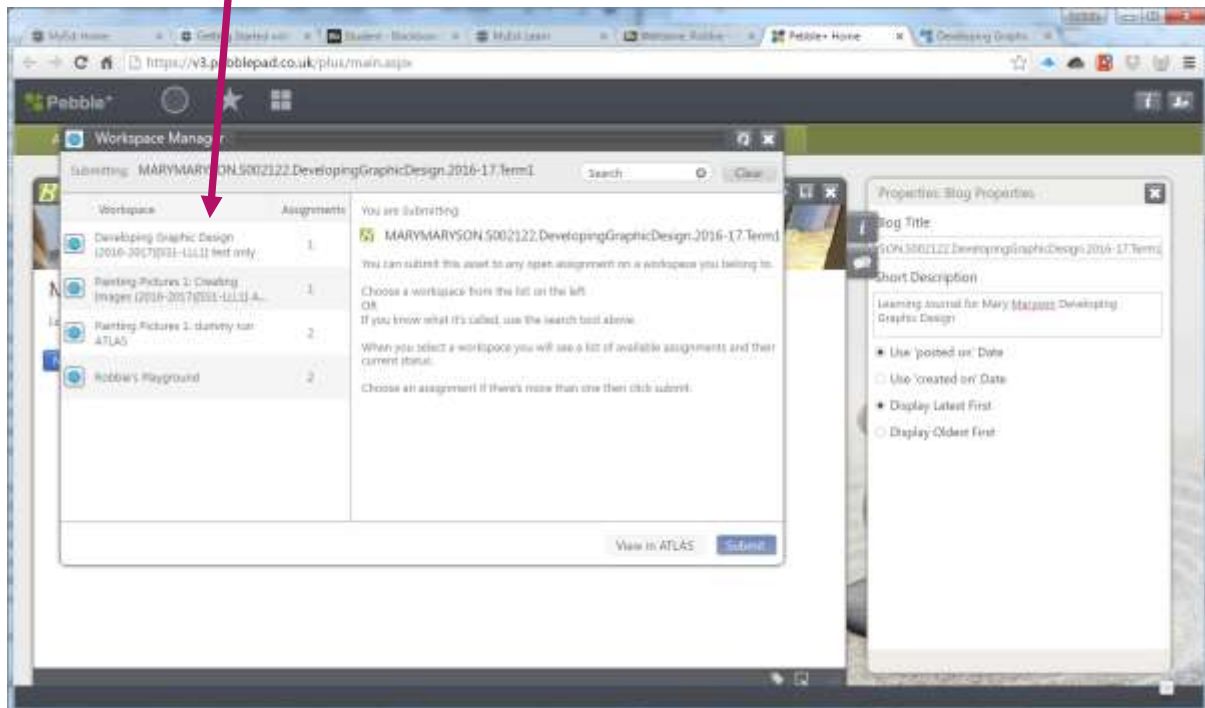
Click the green **'B'** icon. In the drop down menu click **'Submit'**



Click **'Submit'** to add your blog to the course **'Workspace'**

This will open the **'Workspace Manager'**. You should see a list of workspaces for each of the courses you are currently enrolled.

In '**Workspace Manager**' Select the course your blog will be for;



In this example we want to submit it to the '**Developing Graphic Design (2016-17)[SSS1-LLL1]**' workspace.

Press '**Submit**'

And that's it! Your blog can now be viewed by your course tutor.

You can now add new entries, edit old ones or close **Pebble+** down if all has been saved and return to it later.

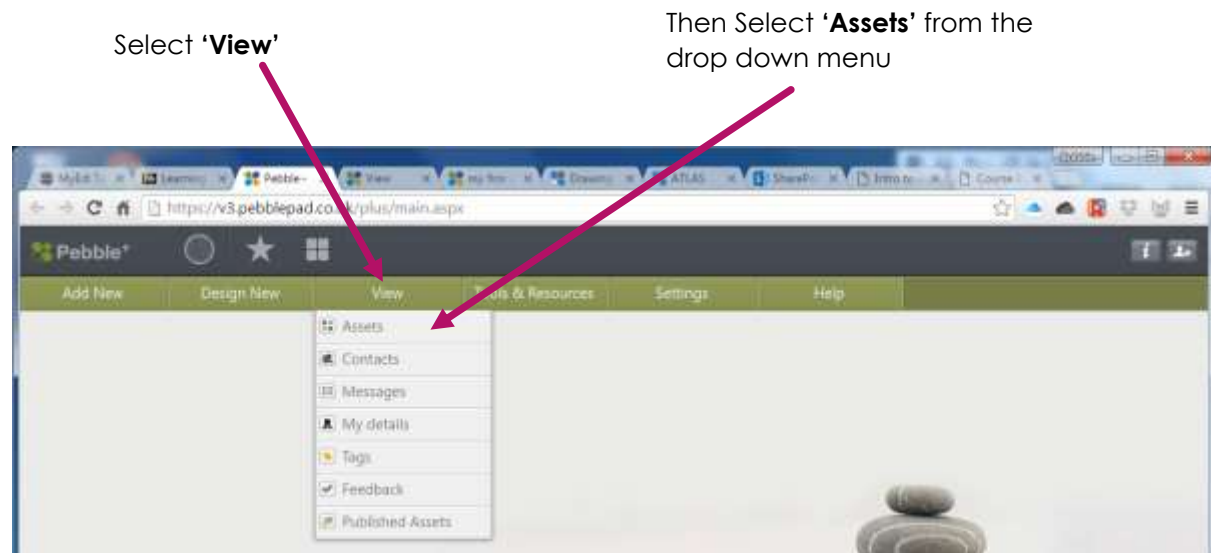
You can check your blog a week after submission to check for comments by your tutor.

## IMPORTANT

- You only need to create and submit your **blog** to the course's workspace **ONCE!**
- Once you have done this you **NEVER** need to do it again for the duration of this course.
- You simply click '**New Post**' for every new entry.

#### Step 4: Finding and returning to your blog

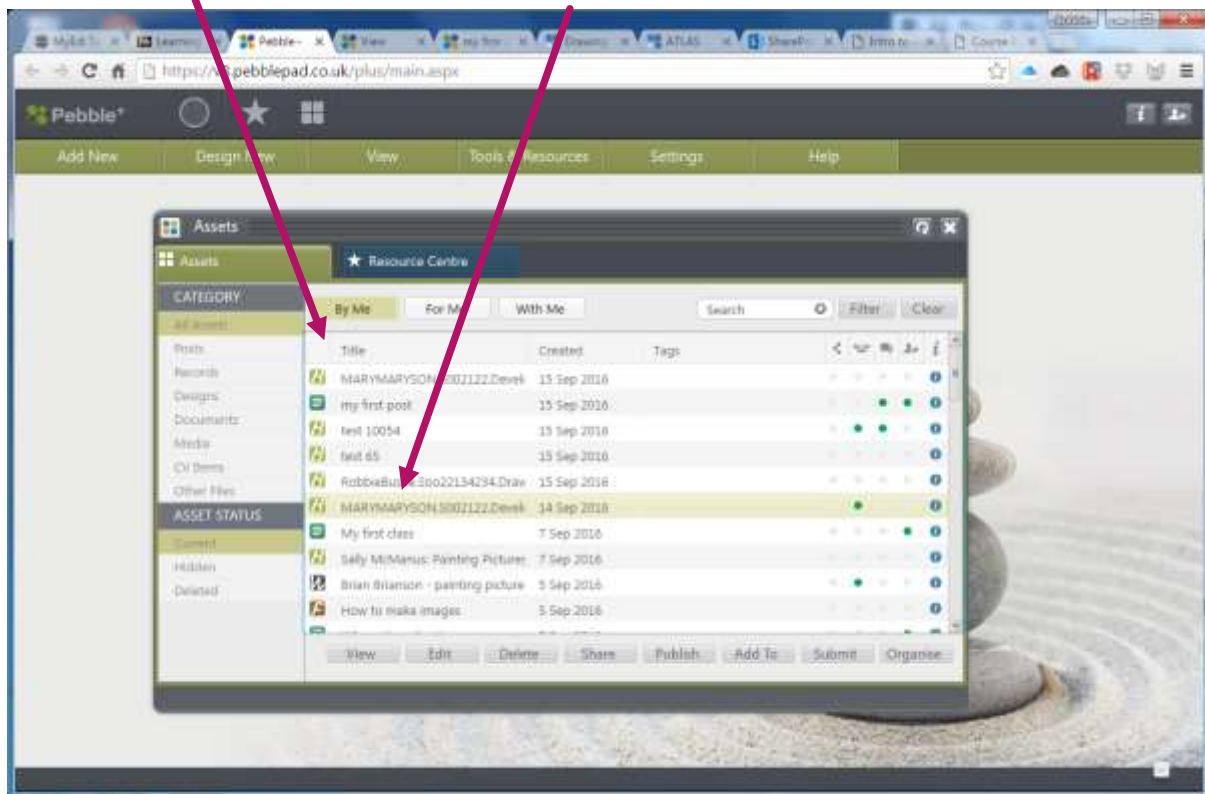
To return to adding entries and editing your blog at a later date, you will need to navigate back to **Pebble+** from the link on **Learn**. Your blog can be accessed via clicking on '**View**' and then clicking on '**Assets**' in the dropdown menu.



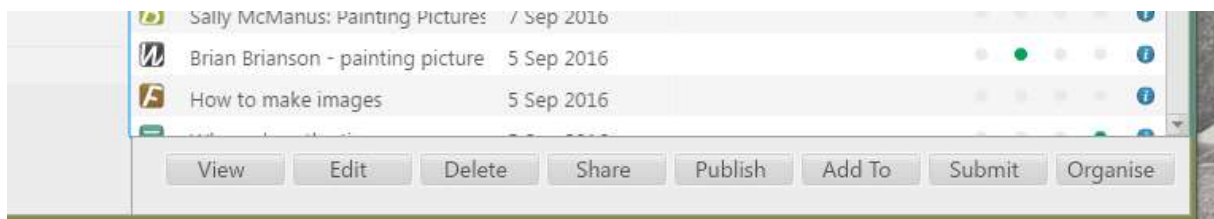
In '**Assets**', you will find a list of all the content you have added to **Pebble+** including your **Blog**. All content you upload or create is stored in '**Assets**' or '**Asset Store**'.

List of '**Assets**'

The **Assets** include the '**Blog**' you have just created



Along the bottom are a list of buttons of things you can do with each '**Asset**'



- **View** - Simply opens the asset so you can view it.
- **Edit** - Opens the asset in 'edit' mode
- **Delete** - To Delete the Asset
- **Share** - Allows to send an asset as an email attachment
- **Publish** - Allows to publish your asset to the web as a website
- **Add to** - Allows you to add assets to your blog
- **Submit** - Another way you can submit your blog to the course workspace.
- **Organise** - allows you to move, print, tag and export your asset.

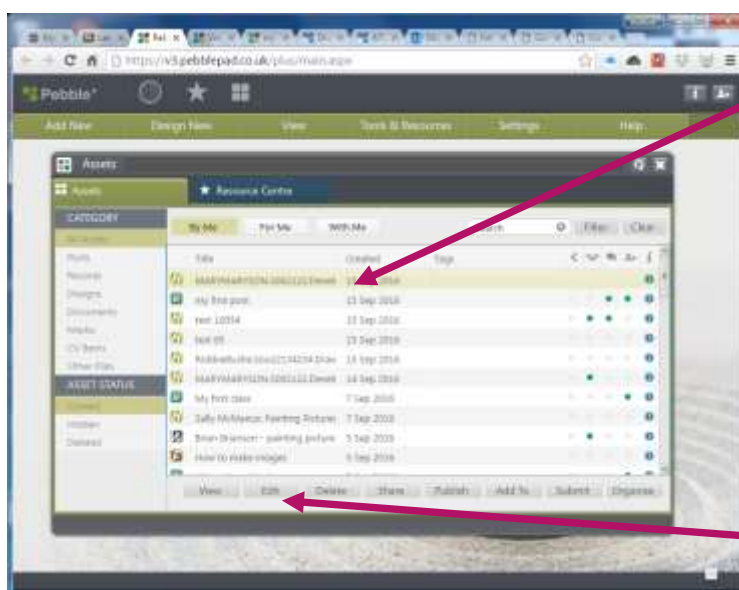
## Step 5: How to post entries on your Blog

Open **Pebble+** as before from **Learn**.

Click on the '**Asset Store**' icon



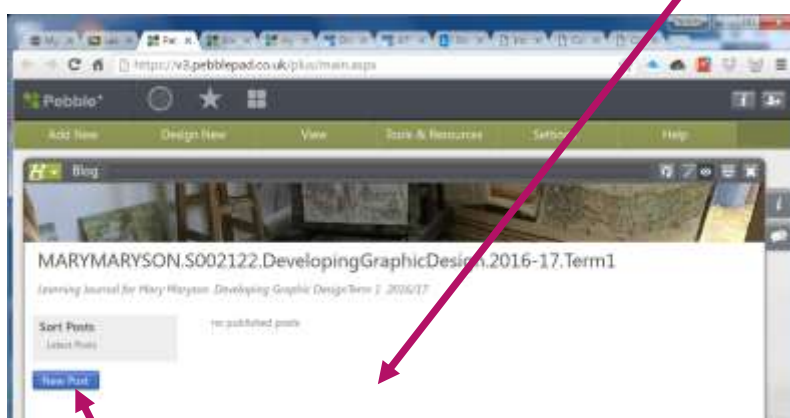
Select your '**Learning Journal Blog**', 'In this example called  
'MARYMARYSON.S002122.DevelopingGraphicDesign.2016017.term1



Press '**Edit**'

Your '**Blog**' is now open for editing and adding new entries and content.

It will look something like this, and will say '**No published posts**'.

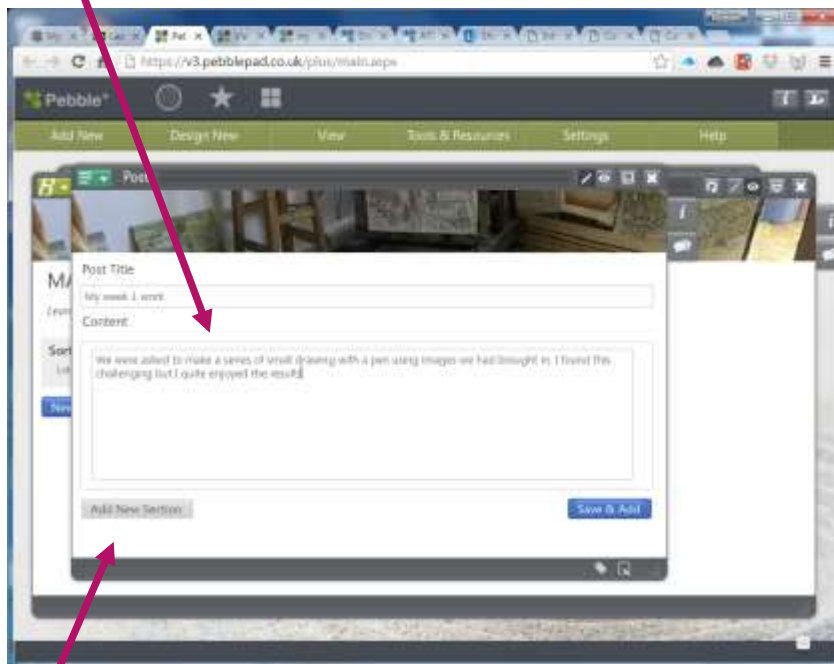


Click '**New Post**'.

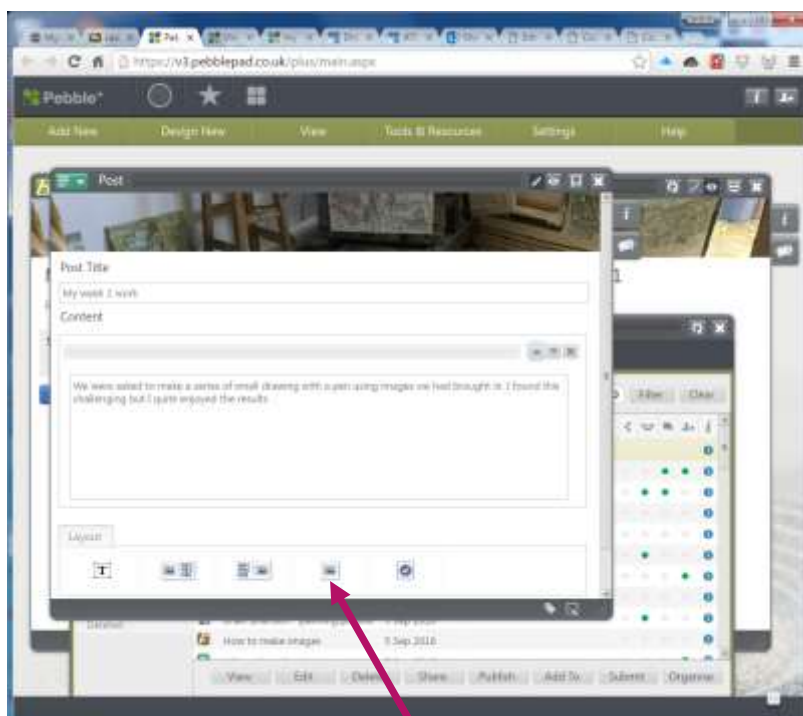


This will bring up a new **'Post'** window.

In **'Post Title'**, write a title for your post and write your journal entry in the **'Content'** box



To add pictures, sound, video, links or files click on the button called **'Add New Section'**



Add Media' **'Assets'**



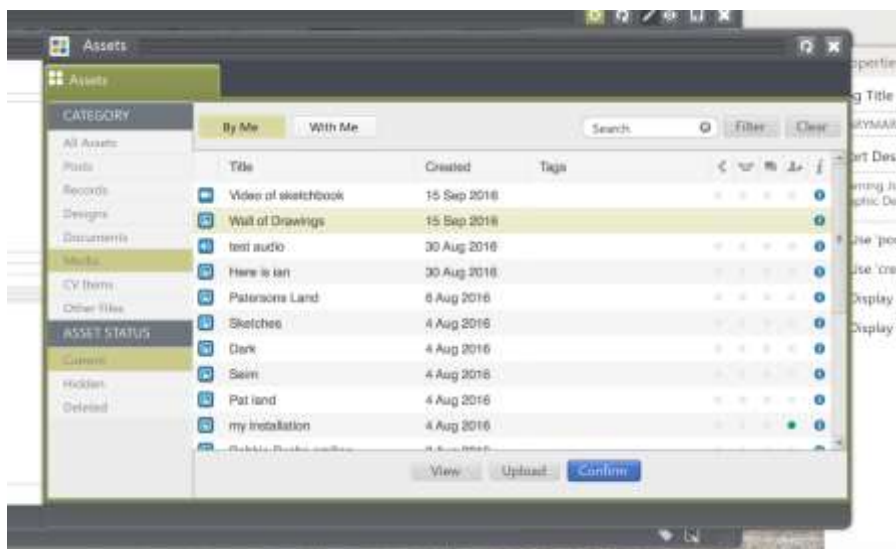
You will be given a series of choices on how to add and layout the media.  
In this case we just want to add a picture or image from our computer.  
Click on **'add media'** icon.



Then Click on **'Choose Media File'**

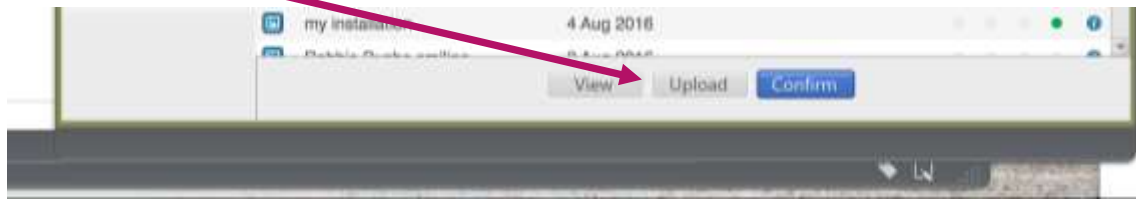
This will open your **'Assets'** again.

If you have already saved the image file you want to use in your **'Assets'**, select it from the list and press **'Confirm'**. In this example it is called **'Wall of Drawings'**



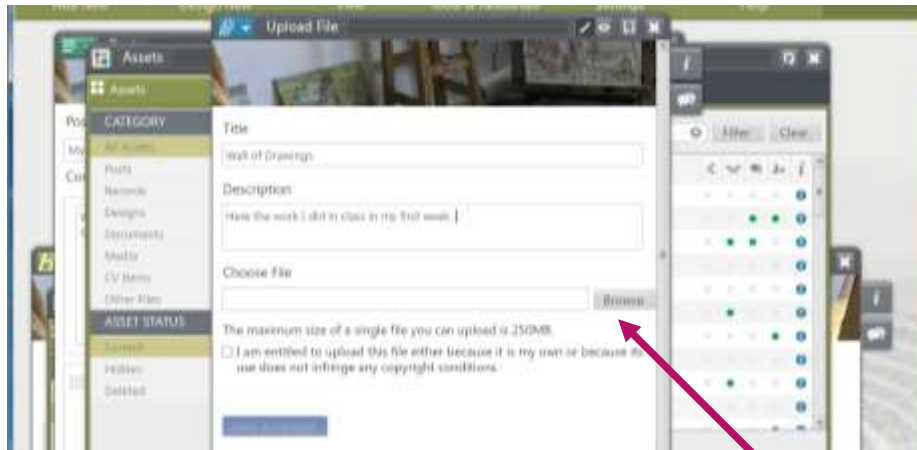
However, if you don't have the image you want to use already saved in your **'Assets'**, you will need to first **'Upload'** it to your **Assets**.

Press '**Upload**'

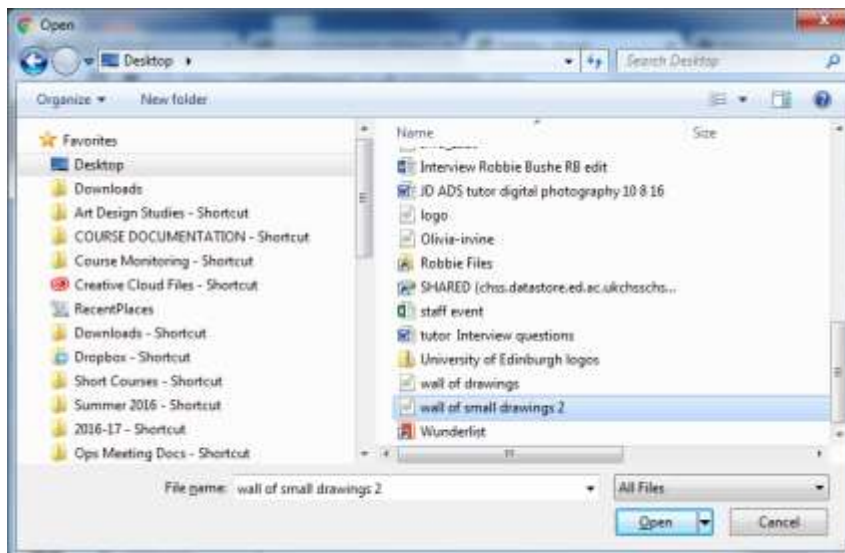


A new dialogue box appears called '**Upload File**'.

Enter a '**Title**' and '**Description**'



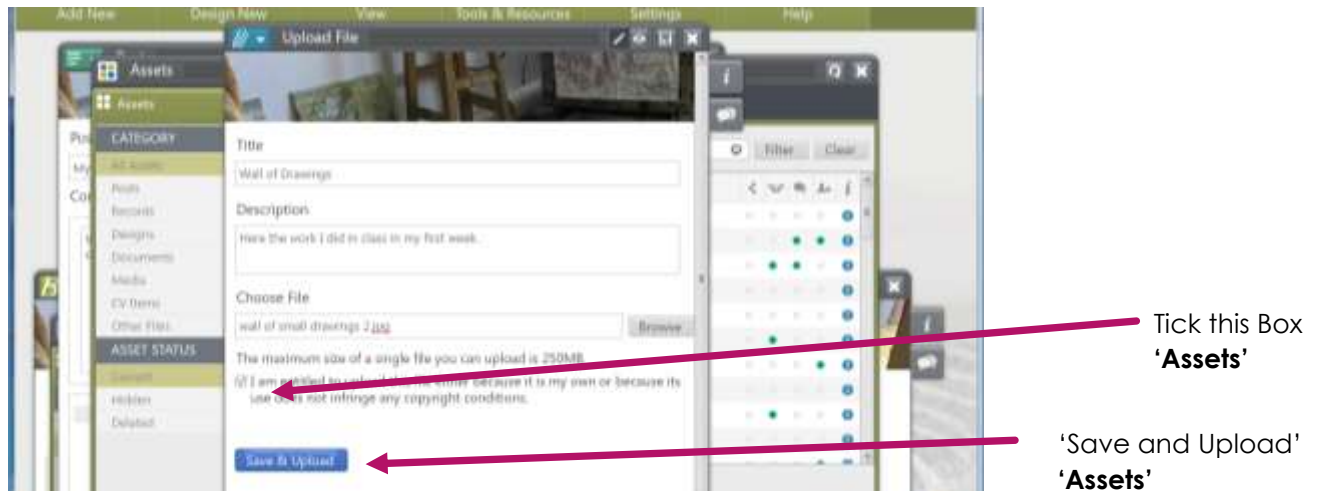
To choose your file you want to 'upload', click on 'browse' and navigate to where your file is on your computer.



In this example, we are posting an image file called 'wall of small drawings 2' which is saved on a PC desktop we are working on. Select the image file and click '**Open**' in this 'Dialogue Box'.

You will be returned to the '**Upload File**' window on **Pebble+**.

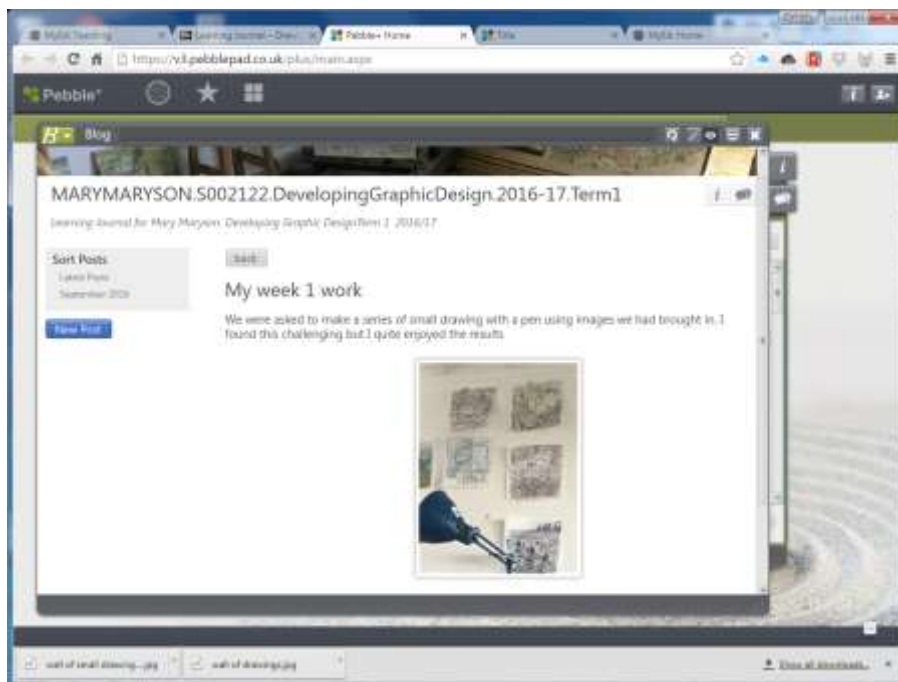
Check the **Tick Box** in which you declare that you are entitled to upload this image.



Then press '**Save and Upload**' to submit your image into your blog entry.

The image file will now appear beside your blog entry and will also be saved in your '**Assets**' to be used again if required.

Press again the save icon along the top right of your 'Blog' window.



**And that's it!**

You have created your first entry in your **Learning Journal** using a **Pebble+** blog.

You can now regularly update your blog. Every time you add or make a change and save your blog, it is published and your course tutor can view the changes and provide feedback.

## Step 6: Adding other types of media

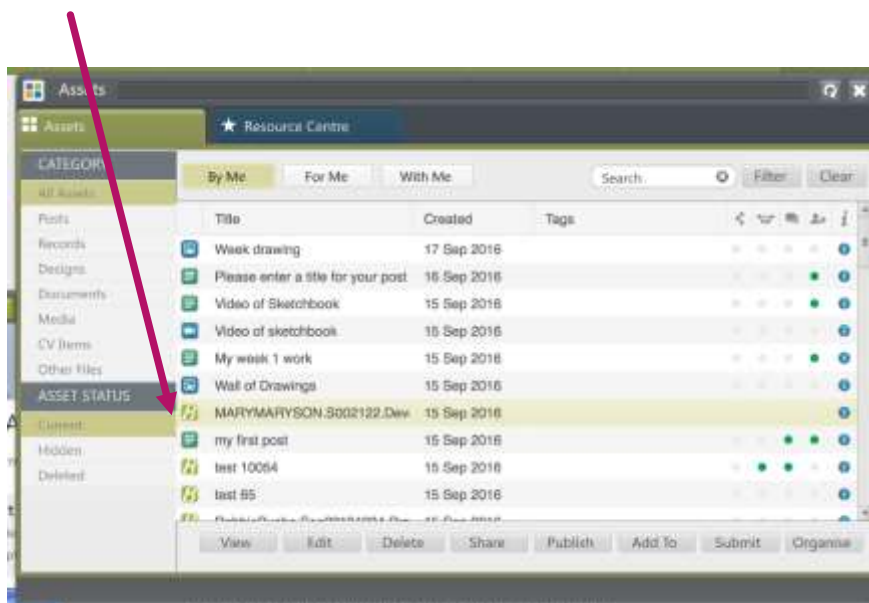
If you want to add other media like videos, sound files and documents etc. you do so in the same way we had to for adding an image file. First you need to add the media or document file you want to use to your **Asset Store** on **Pebble+**. You do that in exactly the same way as we did for the image file above and then add it to an entry on your blog.

## Step 7. Publishing your Learning Journal on the Web

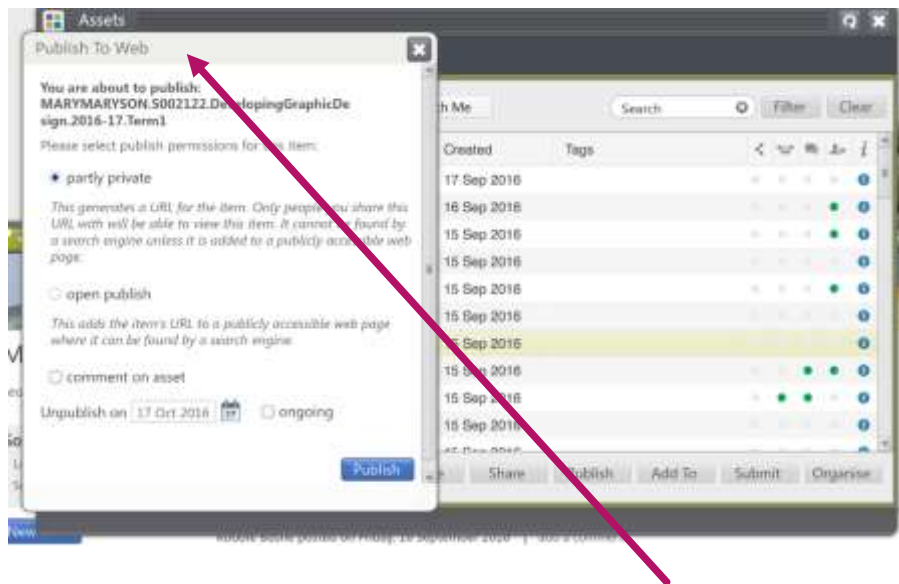
Pebble+ enables you to publish your '**Blog**' as a website for either anyone to view, or just to those you choose to share it with.

During your course, you should only publish it to those you choose to share it with by selecting '**Partly Private**' (see below).

In '**Asset Store**', find and select your blog from the list.

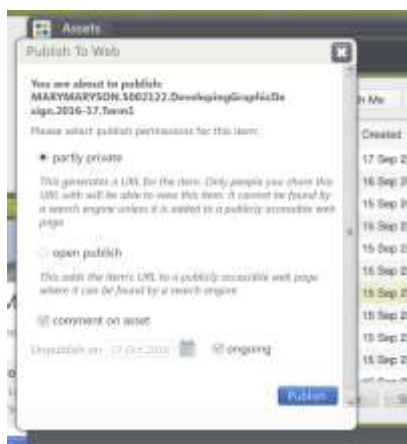


Press '**Publish**' and select the option '**Publish to Web**'.



Publish to Web

This opens the '**Publish to Web**' dialogue box



For now, select '**partly private**' so your blog is not searchable on the web.

You can also choose a date to '**unpublish**' if you wish – or make it '**ongoing**'.

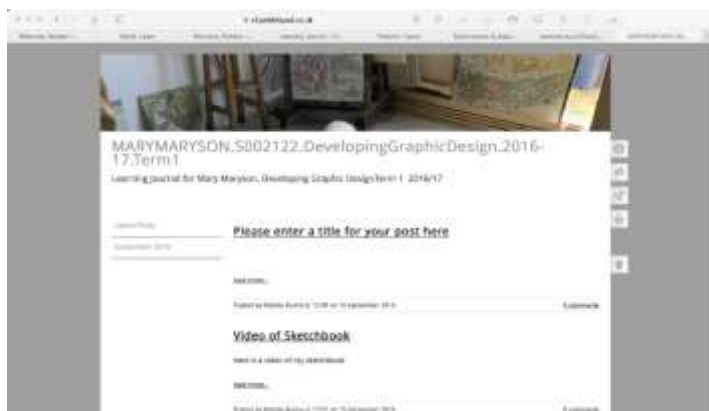
Once you have selected the options you wish, then press '**Publish**'

A small dialogue box appears with the message;

*'This asset has been sent to the web: (then the name of the asset).'*

Clicking on the '**copy url**' button saves the web address to your clipboard which you can then paste in a web browser or document to save for later.

And that is it! Your '**Learning Journal**' is published as a website and will look similar to the image below. This is how your course tutor will see your **Learning Journal** and add comments and feedback.



## More Help Using Pebble+

This guide covers using Pebble+ for Art and Design Short Courses. For more help and information on using Pebble+, go to

<http://www.ed.ac.uk/information-services/learning-technology/pebblepad/what-is-pebblepad>

## Using Turnitin for Art and Design

As part of the assessment requirements, you will upload via '**Turnitin**' a completed **Cover Sheet**. The **Cover Sheet** is a **Word Document** provided to you on **Learn** to complete, save and upload.

This submission to **Turnitin** generates a student record that you have submitted for assessment by the published date and will enable the assessment team to record their marks and feedback comments using **Grademark**.

You will be sent details of how to complete and submit your **Coversheet** via **Turnitin** before the end of each course and also how to access your results and feedback when they are published.

# Computer and Mobile Access

## Introduction

Most Art and Design courses take place in a studio or workshop environment which generally don't give you access to a computer during the class sessions. The exceptions currently being courses in graphic design, digital photography, media and video.

## Computer Access

However, all matriculated and enrolled students on credit courses have access to PC and Mac suites throughout the University Campuses. It will be important for you to regularly access a connected PC or Mac computer during the course and use a basic digital camera to record document your work in progress.

To find out about where and when you can find open Access Computers, please go to;

<http://www.ed.ac.uk/information-services/computing/desktop-personal/open-access>

## Laptops and Wi-Fi

If you own a laptop computer or mobile device, you may bring it with you to classes. Please note that some of the studio and workshop environments may be messy, dusty or with wet paint and solvents.

Free Wi-Fi is available at all University campuses to all matriculated students for the duration of your studies. To find out how to connect your laptop or mobile device to the University's Wi-Fi please visit;

<http://www.ed.ac.uk/information-services/computing/desktop-personal/wireless-networking/wlan-using>

## Mobile Apps

You can also use a range of Mobile Apps for smart phone and tablets which you can use during the class sessions. If you own an Apple or Android smart phone or tablet, you will be able to access content on **Learn** and also upload files, images and videos to your **Pebble+** Asset Store.

## Mobile Learn

Mobile Learn gives you access to your course on the move with your smart phone or tablet. To download 'Mobile Learn', search for '**Blackboard Mobile Learn**' on the App Store for Apple IOS devices or, for Android devices go to the 'Google Play Store'.



## Using Mobile Learn



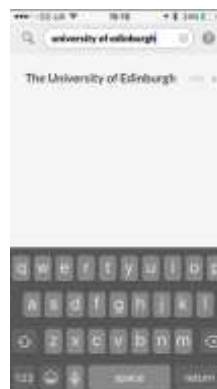
### Step 1

Search for '**Blackboard Mobile Learn**' on the Apple App Store or Google Play Store. Download it to your device.



### Step 2

Open '**Blackboard Mobile Learn**' on your mobile Device.  
When open, click on '**Search for Your School**'.



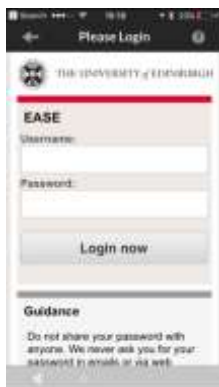
### Step 3

Write '**University of Edinburgh**' in the search field and press search. Click on **University of Edinburgh** in the search result list.



### Step 4

There are two Login options.  
Press the first option, the red button called '**Login with EASE**' - not the '**non-EASE login**' below it.



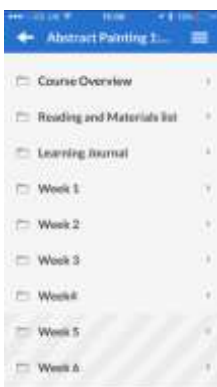
### Step 5

Enter your '**MyEd**' username and password and press '**Login Now**'.



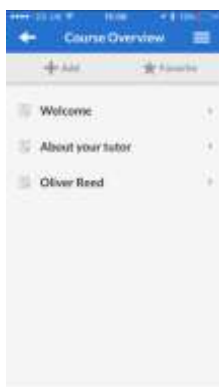
### Step 6

You will now see a list of all the credit courses you are currently enrolled on and started. Click on the course you want to view.



### Step 7

You will now see a list of menu items which are exactly the same as the ones you see on the desktop version of Learn. Click on one to see the content.



### Step 8

In this example, we clicked on '**Course Overview**' and you can view the content which has been posted by the tutor.



### Step 9

So, you can access all Learn Content using your mobile device during the class sessions and beyond.



## Pebble Pocket

To upload text, image or video directly from your smart phone to your **Pebble+ Asset Store**, you can use a free App called '**Pebble Pocket**'.

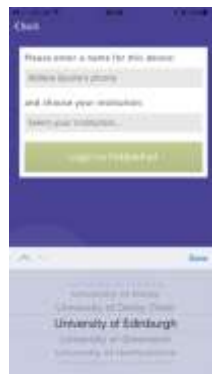
To download it, search for '**Pebble Pocket**' on the App Store for Apple IOS devices or, for Android devices go to the 'Google Play Store'

### Using Pebble Pocket



Step 1

Once downloaded, open the App and call your device a name



Step 2

The scroll to find '**University of Edinburgh**' from the list of Institutions. Select it and then press '**Login to PebblePad**'



Step 3

Select the button which says 'I have an IT account at this organisation' then click '**Login**'.



Step 4

Enter your '**MyEd**' username and password to login with **EASE**.



Step 5

Find the Pebble Pocket Home Screen



Step 6

Now you can upload text, images and videos to your 'Assets'