Kolibri Documentation

Release 0.6

Learning Equality

Contents

		Guide	
	1.1	Install Kolibri	
	1.2	Access Kolibri	12
	1.3	Manage Kolibri	14
	1.4	Coach	3.
	1.5	Learner	4:
	1.6	Frequently Asked Questions	5:
			_
2	Wha	rt is Kolibri?	6

CHAPTER 1

User Guide

1.1 Install Kolibri

Warning: Kolibri is not released yet, so these guides are Work in Progress!

To install **Kolibri**, check the system requirements first and then follow the procedure for the operating system on your device.

1.1.1 System requirements

Operating systems

- Windows Vista, 7, 8.1, 10
- (planned) Linux: Any system with Python 3.4
- (planned) Mac OSX 10.9, 10.10 and 10.11
- (planned) Debian/Raspberry Pi packages: Wheezy or later
- (planned) Ubuntu packages: 14.04, 15.10, 16.04 anything that's not end-of-life.

Limited support

TODO

Supported Browsers

- IE10+, Microsoft Edge
- Firefox
- Chrome

- · (planned) Safari
- (planned) Epiphany on Raspberry Pi
- (planned) others on Android and iOS.

Known issues:

TODO

Video playback

Videos are MP4 encoded. On Ubuntu/Debian systems, install the Ubuntu restricted extras package.

Hardware requirements

```
TODO - REVIEW this whole section
```

Clients

Very old desktops and very low-power computers can be used as client devices to access Kolibri. For instance, some deployments are known to use first-gen Raspberry Pi as desktop computers.

It is always a good idea to do a practical test, but when you want to deploy Kolibri, usually it's not necessary to scale your hardware. The main concern is that your system needs a video card and driver that can play the videos.

Servers

Kolibri hardware requirements as a server are next to nothing.

- 256 MB
- 500 MHz CPU
- Hard drive space depends on the size of the content channels you intend to import into Kolibri

If you have a center with less than 30 computers, a device as simple as a Raspberry Pi is known to work fine as a server.

```
TODO - REVIEW with RPi package reqs if necessary
```

Note: In case you are deploying on Linux and want an efficient setup, use the kolibri-raspberry-pi package, it doesn't require a specific architecture, but it's required to use if you deploy on a system with specs equivalent to or smaller than Raspberry Pi.

1.1.2 Windows

To install or uninstall Kolibri on Windows, follow these steps.

Install

- 1. Download Kolibri.
- 2. Double-click the downloaded .exe file.
- 3. Select the language for the installation.
- 4. Follow the instructions in the installation wizard window.
- 5. Once the installation finishes, Kolibri will auto-start and open in the default browser on your computer.
- 6. Proceed with the initial_setup of your facility.

Warning: Windows firewall will prompt you to allow the Python process needed to run Kolibri. Click **Allow access** to accept and proceed.

TODO - Update links for the installer.

Uninstall

- 1. Open the Windows Control Panel.
- 2. Select Programs and Features option.
- 3. Select Kolibri from the list of programs.
- 4. Click the button **Uninstall/Change** and follow the instructions.

Upgrade

To upgrade Kolibri, follow these steps.

- 1. Download the new version of Kolibri.
- 2. Double-click the downloaded .exe file.
- 3. Follow the instructions in the installation wizard window.
- 4. Once the installation of the upgrade is finished, Kolibri will auto-start and open in the default browser on your computer.
- 5. Go explore the new and improved Kolibri features!

1.1.3 Linux

Warning: Linux installer is not yet available!

Install

- 1. Download Kolibri.
- 2. Run the command:

1.1. Install Kolibri 3

```
sudo dpkg -i kolibri-installer-filename.deb
```

- 1. Follow the instructions in the installation wizard window.
- 2. Once you have Kolibri installed on your system, proceed with the initial_setup of your facility.

TODO - Update links for the installer, and review the system service options.

Uninstall

• Open up **Software** on Ubuntu and locate the Kolibri. Press **Remove**.

OR

• Use apt-get remove <name of package>. You need to know the name of the package you installed, most probably kolibri.

Upgrade

TODO - Review

To upgrade Kolibri, follow these steps.

- 1. Download the new version of Kolibri.
- 2. Start the installer.
- 3. Follow the instructions in the installation wizard window.
- 4. Once the installation of the upgrade is finished, Kolibri will auto-start and open in the default browser on your computer.
- 5. Go explore the new and improved Kolibri features!

1.1.4 OSX

Warning: OSX installer is not yet available!

Install

- 1. Download Kolibri.
- 2. Double-click the downloaded .pkg file.
- 3. Follow the instructions in the installation wizard window.
- 4. Once you have Kolibri installed on your system, proceed with the initial setup of your facility.

Uninstall

TODO

Upgrade

TODO - Review

To upgrade Kolibri, follow these steps.

- 1. Download the new version of Kolibri.
- 2. Start the installer.
- 3. Follow the instructions in the installation wizard window.
- 4. Once the installation of the upgrade is finished, Kolibri will auto-start and open in the default browser on your computer.
- 5. Go explore the new and improved Kolibri features!

1.1.5 Android

Warning: Final Android installer is not yet available!

Install

1. Allow the installation of **Kolibri** on your Android device.

Warning: This beta version of **Kolibri** Android installer is not yet available on Play Store, and in order to install it, you need to change a security setting (these steps may be slightly different depending on the device model and Android version):

- a. Open your device's **Settings** app.
- b. Under Personal, tap Security.
- c. Under Device administration, tap Unknown sources.
- 2. Download the **Kolibri :url-android-installer:** 'Android installer <> ' (*.apk file).
- 3. Tap the downloaded .apk file.
- 4. Wait until the installation finishes.
- 5. Once you have **Kolibri** installed, tap **Open** and proceed with the initial_setup of your facility.

TODO - Update links for the installer.

Uninstall

TODO - Review

- 1. Open your device's Settings app.
- 2. Under Apps, tap Kolibri.
- 3. Tap Uninstall button.

1.1. Install Kolibri 5

Upgrade

```
TODO - Review
```

To upgrade **Kolibri**, follow these steps.

- 1. Uninstall the previous version.
- 2. Download the new version of Kolibri.
- 3. Tap the downloaded .apk file.
- 4. Wait until the installation finishes.
- 5. Tap **Open** and go explore the new and improved **Kolibri** features!

1.1.6 Advanced installation options

Warning: Advanced installation options are not yet available!

Generic installation (pip install)

Once Kolibri is released, you may install it as a standard package from PyPi using this command:

```
$ pip install kolibri --pre
```

Debian/Ubuntu: Subscribe to updates through a PPA

```
TODO - REVIEW this whole section once PPA is ready
```

We maintain a PPA on Launchpad and if you are connected to the internet, this will also give you automatic updates.

On Ubuntu, do this:

```
sudo apt-get install software-properties-common python-software-properties
sudo su -c 'echo "deb http://ppa.launchpad.net/learningequality/kolibri" >
...
sudo apt-get update
sudo apt-get install kolibri
```

Raspberry Pi

```
TODO - once RPi deb is ready
```

1.1.7 Initial Setup

To do the initial setup of after the installation, follow these steps.

Note: You need to do the initial setup only once, the first time you start Kolibri after the installation.

1. Select the default language for Kolibri.

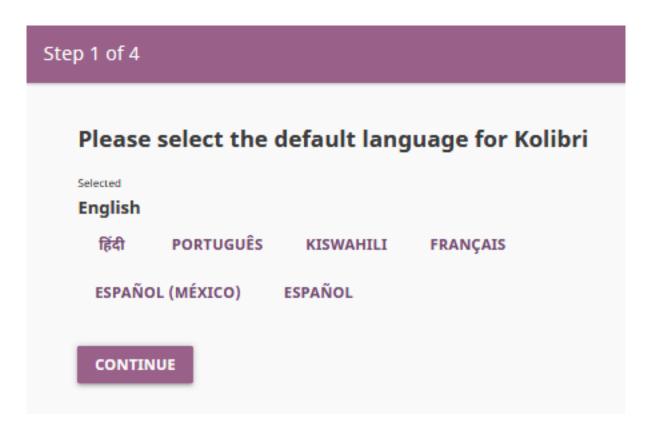


Fig. 2: Select the default Kolibri language.

Tip: You can *change the user interface language* later, from the user menu in the upper right corner.

- 1. Name your facility. A Facility is the location where you installed Kolibri, such as a school or a training center.
- 2. **Create the Admin account.** This Admin user will be a **Super User** able to manage all the device content, and all the rest of the facility users and their permisions.
- 3. **Choose a Facility setup.** Click the **Setup details** for more information about user permissions for each setup type.

1.1. Install Kolibri 7

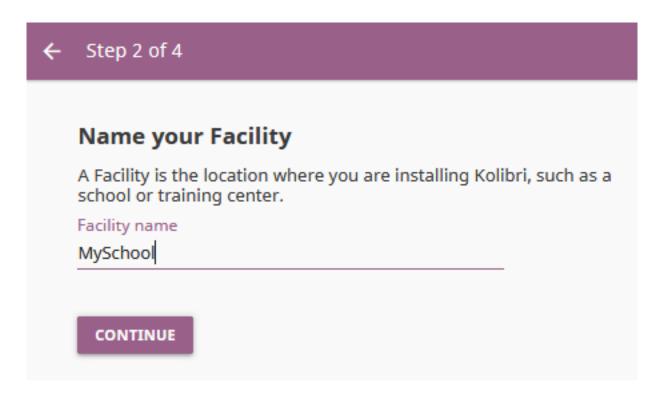


Fig. 3: Select the name for the facility where Kolibri is running.

Facility type	Users
Admin managed For schools and other formal learning contexts.	 Admins must create all user accounts. Users can sign in without password. Users cannot edit their account information.
Self-managed For parent-child learning, homeschooling or suplementary individual learning.	 Guests can create their own accounts. Users can edit their account information.
Informal and personal use For libraries, orphanages, correctional facilities, youth centers, computer labs, and other non-formal learning contexts.	Guests can create their own accounts. Users can edit their account information.

1. Once you finish the initial setup, proceed to import some content, and create users (if you chose the Adminmanaged facility setup). Make sure to check how to *configure other computers* in the network to access Kolibri.

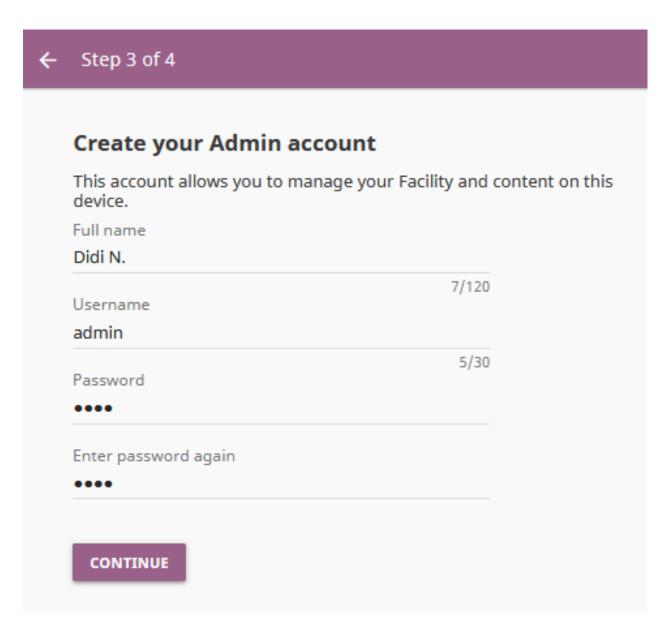


Fig. 4: Select the username and password for the facility Super User.

1.1. Install Kolibri 9



Step 4 of 4

Choose a Facility setup

How will you be using Kolibri? You can customize these settings later. Setup details

Admin-managed

For schools and other formal learning contexts

O Self-managed

For parent-child learning, homeschooling, or supplementary individual learning

O Informal and personal use

For libraries, orphanages, correctional facilities, youth centers, computer labs, and other non-formal learning contexts

FINISH

Fig. 5: Choose a Facility setup.

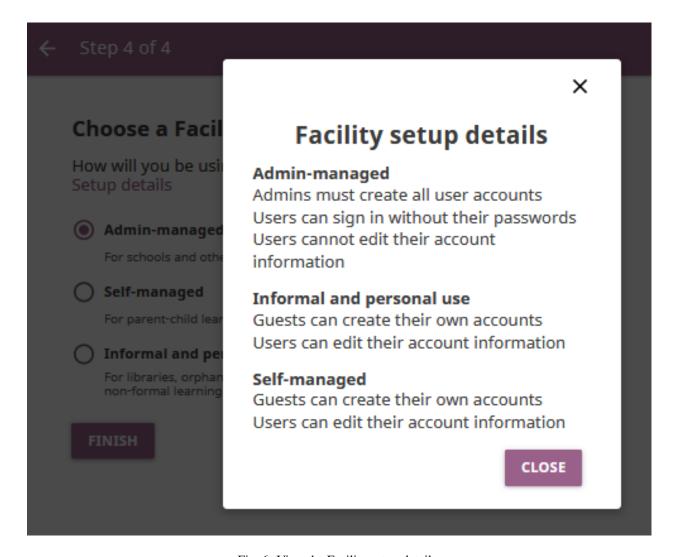


Fig. 6: View the Facility setup details.

1.1. Install Kolibri 11

1.2 Access Kolibri

1.2.1 Starting Kolibri on Windows

To start **Kolibri** on Windows, just double-click the desktop shortcut. You will see the notification message *Kolibri is starting, please wait...*

When you see the notification *Kolibri is running...*, **Kolibri** will open in the browser with the URL http://127.0.0.1: 8080.

Kolibri Taskbar Options

While it is running, **Kolibri** will display an icon in the Windows taskbar (usually at bottom right, near the clock), that allows you to stop it and configure other settings.

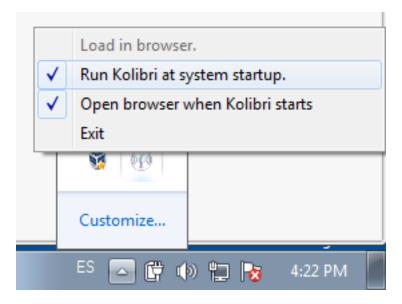


Fig. 7: Kolibri taskbar options.

- Use the **Load in browser** option to open Kolibri in the browser.
- By default **Kolibri** will start running every time you start the computer where it is installed. Uncheck the **Run Kolibri at system startup** option if you prefer to start it manually from the desktop shortcut.
- When installed, **Kolibri** will open in the browser everytime it is started. Uncheck the option **Open browser** when **Kolibri starts** if you prefer to have it running in the background, and to open it manually in the browser by typing the URL http://127.0.0.1:8080 in the address bar.
- Select **Exit** to stop **Kolibri**. You will be prompted to confirm the selection, after which **Kolibri** will stop. You will have to close the browser (or the tab) manually.

Note: Remember to configure other computers in the network to access Kolibri content.

1.2.2 Starting Kolibri on Linux and OSX

Warning: Final Kolibri installer for Linux and OSX is not released yet, so these steps are Work in Progress!

TODO - REVIEW when the DEB installer is finished

Open the default browser at http://127.0.0.1:8080 displaying the **Kolibri** start page.

Note: Remember to configure other computers in the network to access Kolibri content.

1.2.3 Starting Kolibri on Android

Warning: Final Kolibri installer for Android is not released yet, so these steps are Work in Progress!

Tap the **Kolibri** icon on your device.

1.2.4 Accessing Kolibri from Other Devices in the Network

While **Kolibri** is up and running on the device where you installed it, other computers, tablets, even mobile phones in the same **Local Area Network (LAN)** can access its learning contents.

- To access the content on the same device/computer where **Kolibri** is running, open the browser at the address http://127.0.0.1:8080/.
- To access the content from other devices in the same network, you need to know the IP address of one where where **Kolibri** is running. For example, if **Kolibri** is on a device/computer with IP address **192.168.0.104**, you can access it from others in the same network by opening the browser and typing the address http://192.168.0. 104:8080.

Note: Use the ipconfig command on Windows or ifconfig command on Linux/OSX to find out the IP address of the device running the **Kolibri**.

TODO - IP of the Android device?

1.2.5 Change Language

To change language in which **Kolibri** user interface is displayed, follow these steps.

- 1. Open your user menu in the upper right corner.
- 2. Select the **Change language** option.
- 3. Choose the desired language.
- 4. Click **Select** to confirm.

1.2. Access Kolibri 13

1.3 Manage Kolibri

1.3.1 Default User Roles

Kolibri users by default can be divided in 3 different roles with respective access to features.

Default user roles

Learners can:

• View content and have their progress tracked

Coaches can:

- View content and have their progress tracked
- View Coach dashboard and track progress of other users and usage stats for individual exercises
- Create/Edit/Delete Groups in Classes and add users to them
- Create/Edit/Delete Exams and assign them to users

Admins can:

- View content and have their progress tracked
- View Coach dashboard and track progress of other users and usage stats for individual exercises
- Create/Edit/Delete other Admins, Coaches, and Learners
- Create/Edit/Delete *Groups* in *Classes* and add users to them
- Create/Edit/Delete *Classes* and enroll users in them
- View/Edit Facility configuration settings
- Export *Detail* and *Summary* logs usage data

Kolibri Super Users

Kolibri **Super users** have all device permissions and are able to assign them to other users. Therefore **Super users** can:

- View content and have their progress tracked
- View Coach dashboard and track progress of other users and usage stats for individual exercises
- Create/Edit/Delete other Admins, Coaches, and Learners
- Create/Edit/Delete Groups in Classes and add users to them
- Create/Edit/Delete *Classes* and enroll users in them
- View/Edit Facility configuration settings
- Export Detail and Summary logs usage data
- Import/Export *Content* channels
- View/Edit Permissions of other users

Assign Additional Permissions

By default, only **Super users** can view the **Device** dashboard, import/export **Content** channels in Kolibri, and modify **Permissions** for other users. However, depending on the needs of the institution, **Super users** can also grant these permissions to other users.

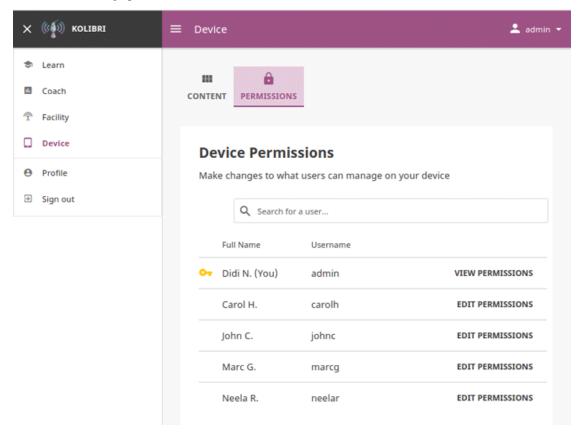
1.3.2 Manage Device

You can manage content and permissions for the device where Kolibri is running from the **Device** dashboard.

Note: To manage device settings you must have the appropriate permissions.

Assign Permissions

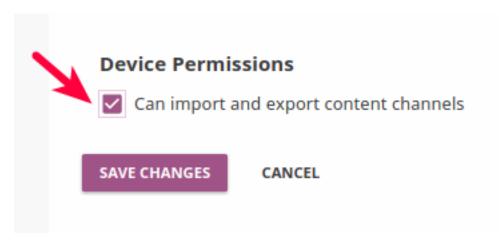
You can assign additional permissions to Kolibri users which will provide them access to more features compared to their user roles. To manage permissions for Kolibri users, use the **Permission** tab in the **Device** dashboard.



Permission to Manage Content

To grant permission to manage content channels in Kolibri to another user, follow these steps.

- 1. Click **Edit permissions** for the chosen user.
- 2. Under **Device Permissions** activate the option *Can import and export content channels*.
- 3. Click **Save changes** to apply and finish.

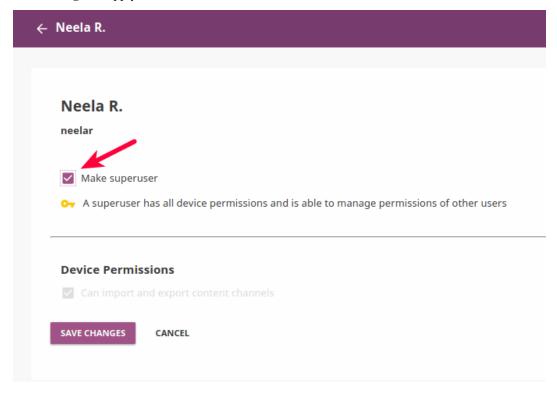


The users who have been granted the permissions to manage content channels will have a black key indicator in front of their name, and will be able to see the **Device** dashboard with the **Content** tab.

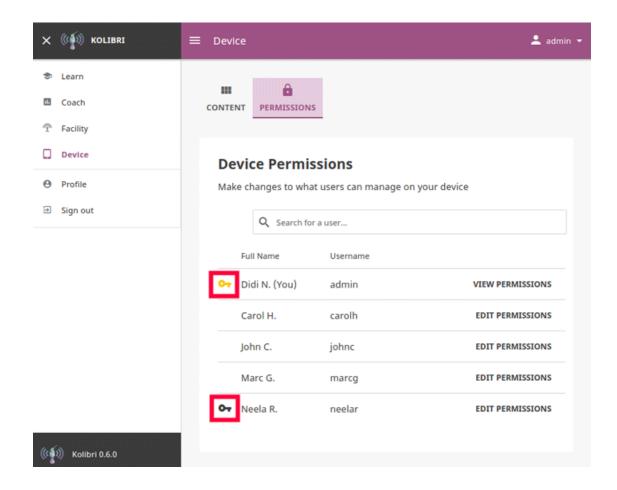
Super User Permissions

To grant **Super user** permissions to another user, follow these steps.

- 1. Click **Edit permissions** for the chosen user.
- 2. Activate the option Make superuser.
- 3. Click **Save changes** to apply and finish.



The users who have been granted the **Super user** permissions will have a yellow key indicator in front of their name, and will be able to see the **Device** dashboard with both the **Content** and **Permissions** tabs.

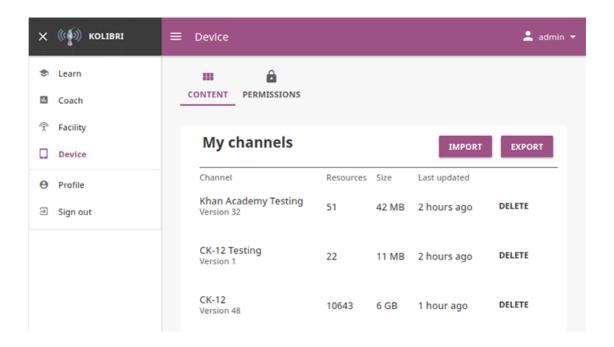


1.3.3 Manage Content

Note: To manage Kolibri content channels you must have the appropriate permissions.

Kolibri Content Channel is a collection of educational resources (video, audio or document files) prepared and organized by the content curator for their use in Kolibri. Each Kolibri Content Channel has its own *Content Channel ID* in Kolibri Studio. In order to import channels in Kolibri, you need the channel ID from the content curator who assembled it.

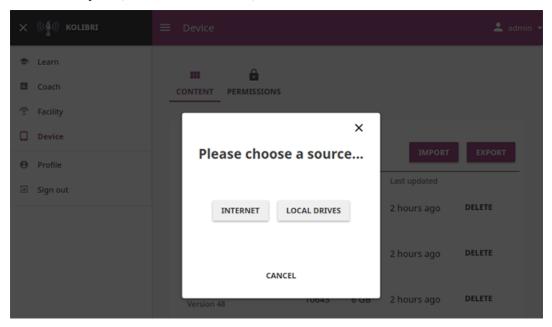
You can import and export Content Channels for Kolibri in the Content tab of the Device dashboard.



Import Content Channel to Kolibri

To import Content Channel to Kolibri, follow these steps.

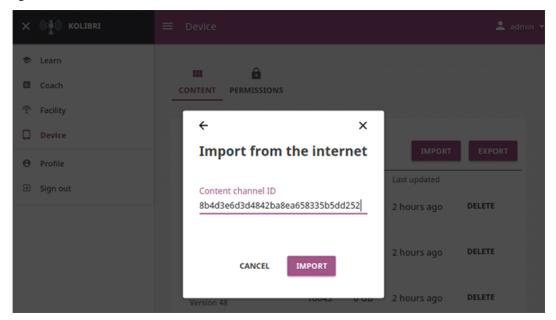
- 1. Click **Import** button in **My Channels** pane.
- 2. Choose the source option (Internet or Local Drives).

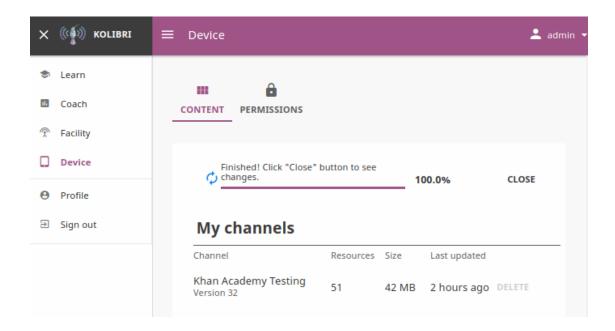


Import Content Channel from the Internet

If the computer where Kolibri is running has an Internet connection with the sufficient bandwidth, follow these steps to import content channels.

- 1. Choose option for *Internet*.
- 2. Enter *Content ID* for the desired channel from Kolibri Studio.
- 3. Click **Import** button, and confirm the import.
- 4. Wait for the content to be downloaded and click **Close** for the new channel to appear under the **My Channels** heading.

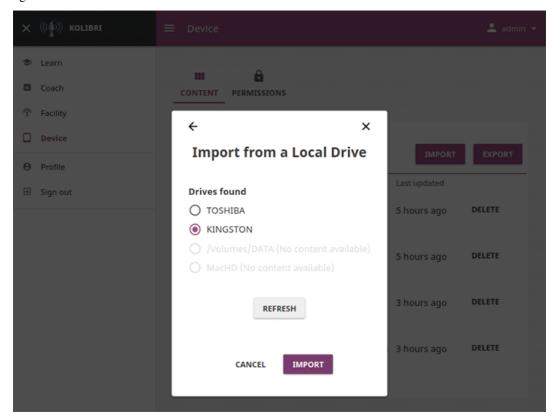




Import Content Channel from a Local Drive

If the computer where Kolibri server is running does not have access to Internet or has insufficient bandwidth, you have the option to receive content channels stored on an external drive (USB stick or hard disk). Follow these steps to import content channels.

- 1. Insert the USB drive in your computer.
- 2. Choose option for Local Drives.
- 3. Kolibri will automatically detect the drive(s) with available content files.
- 4. Select the drive where the channel content is stored.
- 5. Click **Import** button.
- 6. Wait for the content to be imported and click **Close** for the new channel to appear under the **My Channels** heading.



Note: If the local drive is not detected, try re-inserting the storage device (USB stick or external hard disk) and pressing the button **Refresh**.

Tip: Workaround for import from local drive on older devices.

If Kolibri is installed on an older or a low-resource device, you can try the following procedure for importing content channels for faster results.

- 1. Stop Kolibri.
- 2. Browse the local drive with the file explorer of your operating system.
- 3. Copy the content folder located inside the KOLIBRI DATA folder on the local drive.
- 4. Paste the copied content folder inside the .kolibri folder on your hard disk. The location of the .kolibri folder will depend on your operating system (see the table below).
- 5. Confirm the merge of the two folders.

6. Restart Kolibri, and the new channels should now be available.

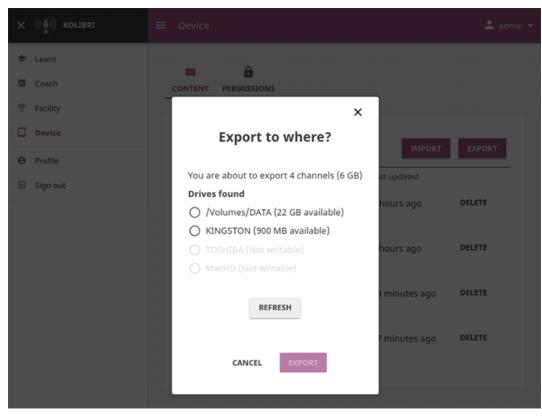
Operating system	Location
Windows	C:/Users/ <your_username>/.kolibri/</your_username>
OSX	HD/Users/ <your_username>/.kolibri/</your_username>
Linux	/home/ <your_username>/.kolibri/</your_username>

Export from Kolibri to Local Drive

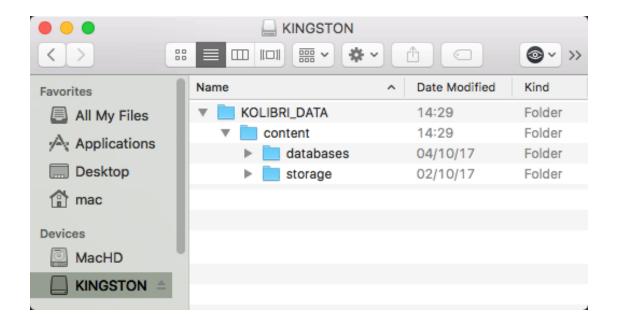
If you want to make available the content you have imported on your Kolibri server, to another computer where Kolibri is installed, follow these steps to export your content channels.

Note: You must have an external drive (USB stick or hard disk) attached to your device.

- 1. Click **Export** button in **My Channels** pane.
- 2. Select the local drive where you wish to export **Kolibri** content.
- 3. Click **Export** button.
- 4. Once the export is finished, safely disconnect the drive according to the recommended procedure for your operating system, and proceed to import channels on other devices.



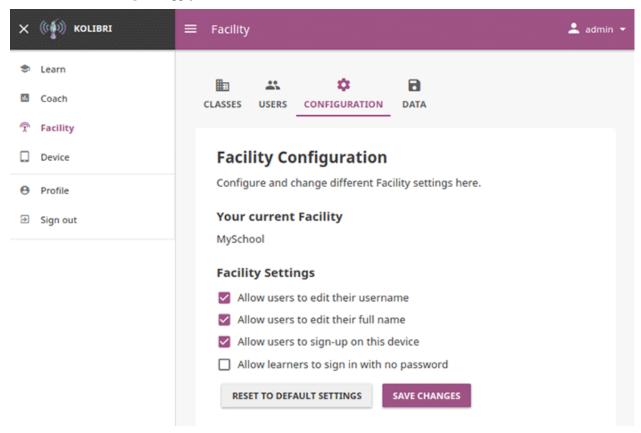
This procedure makes a copy of the content folder located inside the .kolibri folder on your hard disk, and places it the KOLIBRI_DATA folder on the selected local drive. This structure is recognized by the **Import from local drive** command.



1.3.4 Manage Facility

You can edit facility configuration settings in Kolibri from the Configuration tab in your Facility dashboard.

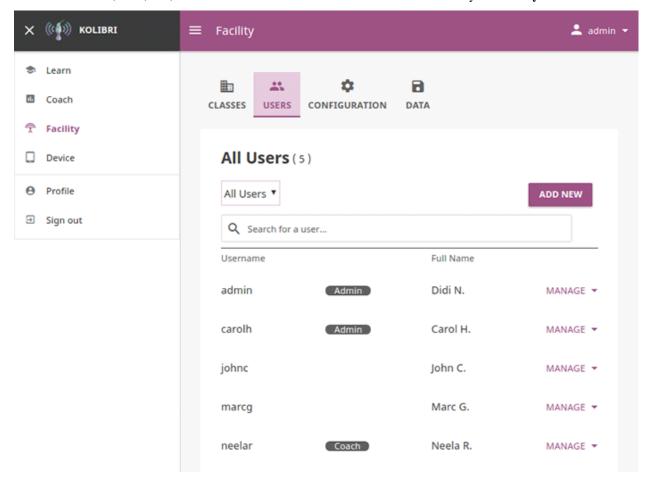
- 1. Activate the options you want to make available for the users of your facility.
- 2. Click **Save changes** to apply and finish.



Note: To manage Kolibri users you must sign-in as Super user or Admin.

1.3.5 Manage Users

You can search for, filter, add, and edit user accounts in Kolibri from the Users tab in your Facility dashboard.

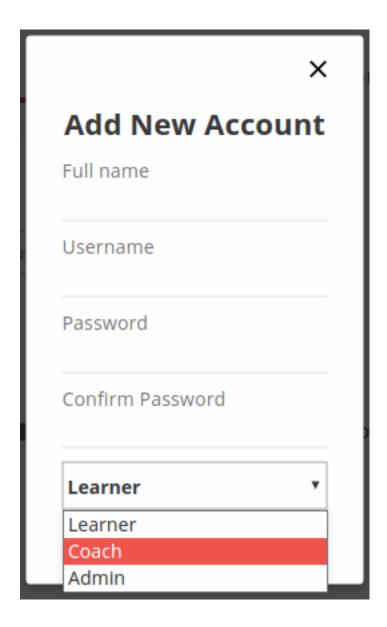


Note: To manage Kolibri users you must sign-in as Super user or Admin.

Create a New User Account

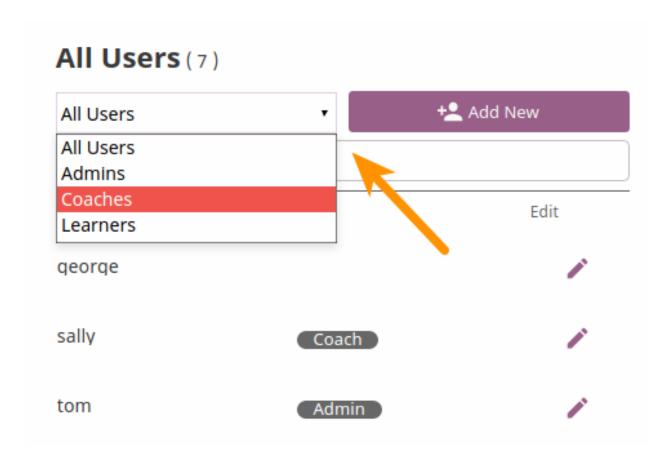
To create a new user account, follow these steps.

- 1. Click Add New button.
- 2. Fill in the required information (name, username, password).
- 3. Select user profile (Admin, Coach or Learner).
- 4. Click Create Account to add the new user.



Select Users by Type

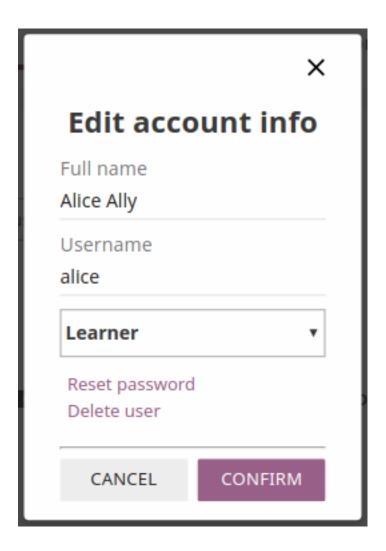
- 1. Click **All Users** selector to display user types.
- 2. Toggle between options to filter the user roster according to type, or leave it as **All Users** to display all.



Edit User's Account

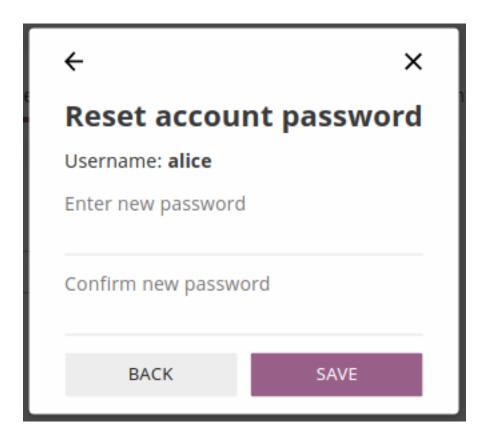
To edit username or the full name account, follow these steps.

- 1. Click on the **Edit** button (pencil icon) next to the user's name.
- 2. Edit Full name or Username in the Edit account info window.
- 3. Click **Confirm** to update the edited information, or **Cancel** to exit without saving.



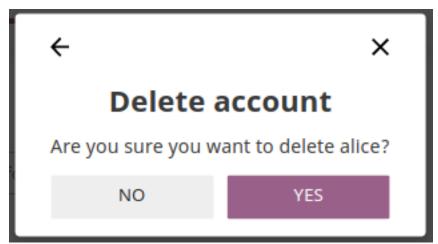
Reset User's Password

- 1. Click **Reset password** in the **Edit account info** window.
- 2. Enter the new password in both fields.
- 3. Click **Save** to confirm, or **Back** to exit without changing the password.



Delete User's Account

- 1. Click **Delete user** in the **Edit account info** window.
- 2. Click Yes to confirm, or No to exit without deleting the account.



1.3.6 Manage Classes

You can view, create and delete classes, as well as search, filter and enroll Kolibri users in them, using the **Classes** tab in your **Facility** dashboard. Default view displays the list of all classes in your facility, with the number of enrolled users for each class.

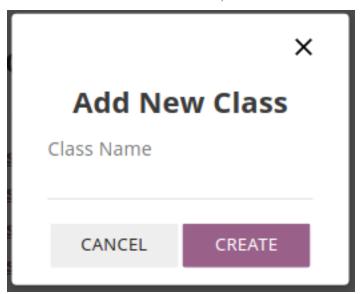
All Classes		ADD NEW CLASS	
Class Name	Members	Actions	
Advanced Math	12	Delete Class	
Calculus AB	7	Delete Class	
<u>Geometry</u>	3	Delete Class	
<u>History</u>	20	Delete Class	

Note: To manage Kolibri users you must sign-in as Super user or Admin.

Add New Class

To add a new class, follow these steps.

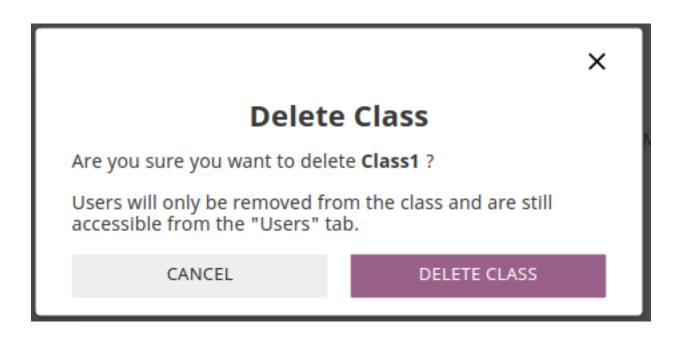
- 1. Click **Add new class** button.
- 2. Fill in the class name.
- 3. Click **Create** to add the new class, or **Cancel** to exit.



Delete Class

To delete class, follow these steps.

- 1. Click **Delete class** button for the chosen class from the list.
- 2. Click Delete class in the confirmation window to proceed, or Cancel to exit without deleting the class.



Note: Users enrolled in the class you are deleting will not be removed from the database.

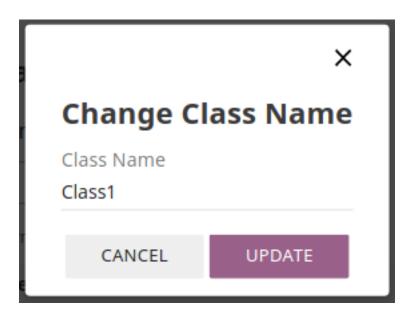
Edit Class and Enroll Users

To edit a class select it from the default view in the **Classes** tab. In the following **Class** view you can change class name, remove currently enrolled users from the class and enroll new ones.

Change Class Name

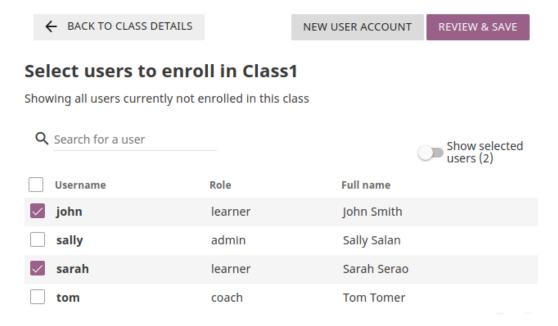
To edit class name, follow these steps.

- 1. Click on the **Edit** button (pencil icon) next to the class' name.
- 2. Write the new name in the **Class name** field.
- 3. Click **Update** to confirm the edited information, or **Cancel** to exit without saving.

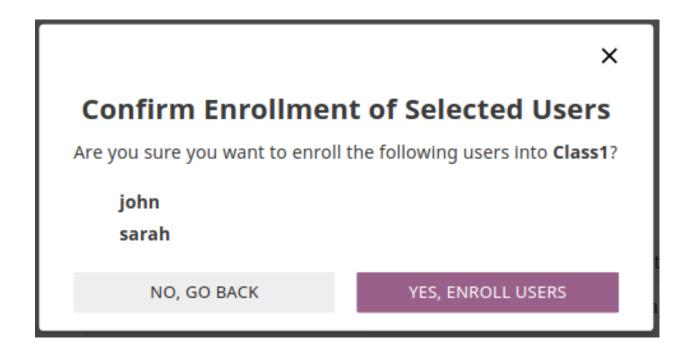


Enroll users to class

1. Click Enroll users button.

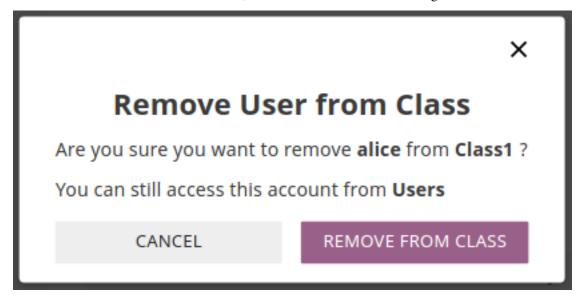


- List in this view contains all the users currently **NOT** enrolled for the selected class.
- You can search for a specific user by name.
- 2. Use checkboxes to select all the user in the list, or specific users you want to enroll to class. You can also use the **New user account** button to create a new user AND enroll them at the same time.
- 3. Click **Review & save** button.
- 4. Click Yes, enroll users to confirm, or No, go back to exit without enrolling the selected users.



Remove users from class

- 1. Click **Remove** button for the chosen user.
- 2. Click **Remove from class** to confirm, or **Cancel** to exit without removing the user.

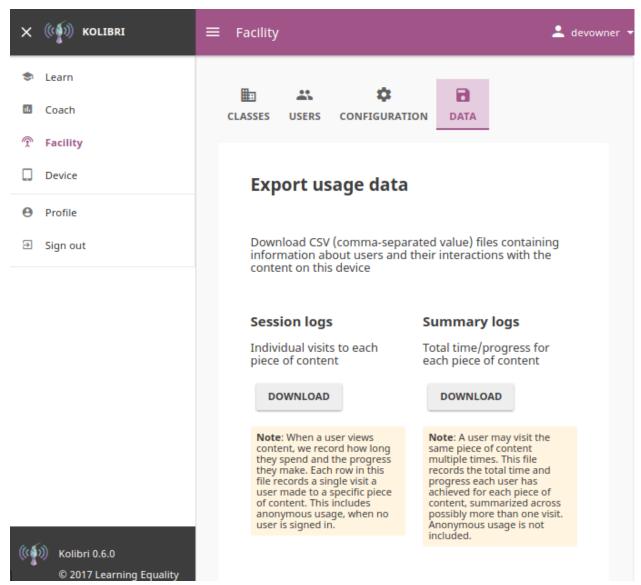


Note: Users removed from the class will not be deleted from the database, and you can still access their accounts from the **Users** tab in the **Facility** dashboard.

1.3.7 Manage Data

Note: To manage Kolibri users you must sign-in as **Super user** or **Admin**.

You can download Kolibri *Detail* and *Summary* logs usage data and export in the CSV format from the **Data** tab in your **Facility** dashboard.

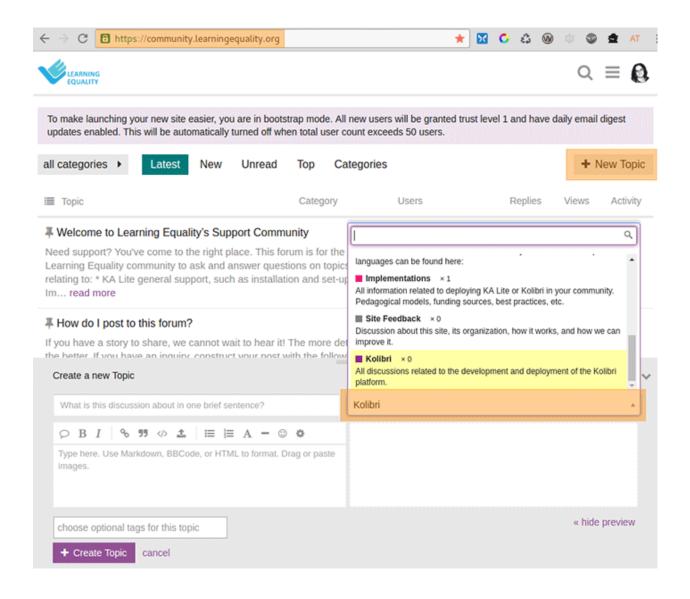


1.3.8 Get support

If you want to contact the **Learning Equality** Support team to report an issue, or share your experience about using Kolibri, please register at our Community Forums.

Once you register on our forums, please read the first two pinned topics (Welcome to LE's Support Community and How do I post to this forum?)

You can add a new topic with the **+ New Topic** button on the right. Make sure to select the **Kolibri** category in the **Create a New Topic** window so it's easier to classify and respond to.



1.4 Coach

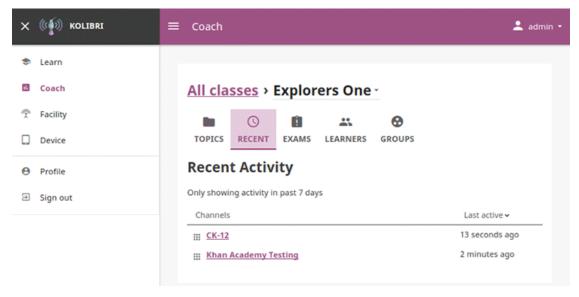
You can track progress of the **Learner** users, create and assign **Exams** to classes or learner groups from the **Coach** dashboard. The default view of the **Coach** dashboard presents the list of **Classes** with number of learners enrolled to each class.

Select a class from the list to access the progress-tracking features and create exams.



1.4.1 Recent Activity View

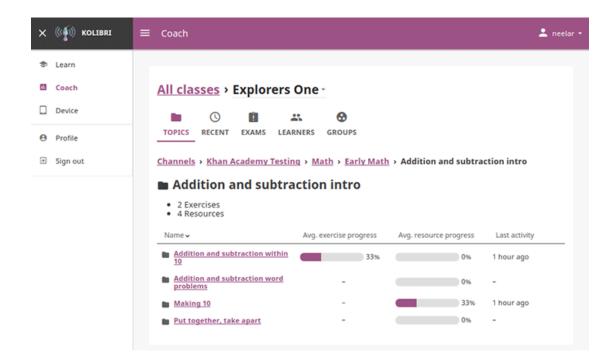
This is the default view when you select a class from the **Coach** dashboard. It displays the list of channels and items (exercises and resources - videos, reading material, etc.) accessed during the last 7 days by learners of the selected class.



If the class learners have access to more then one channel, you will first see the list of channels which you can navigate by topics and subtopics until you arrive to a specific item. In this view you can see the progress of each class learner for that specific item.

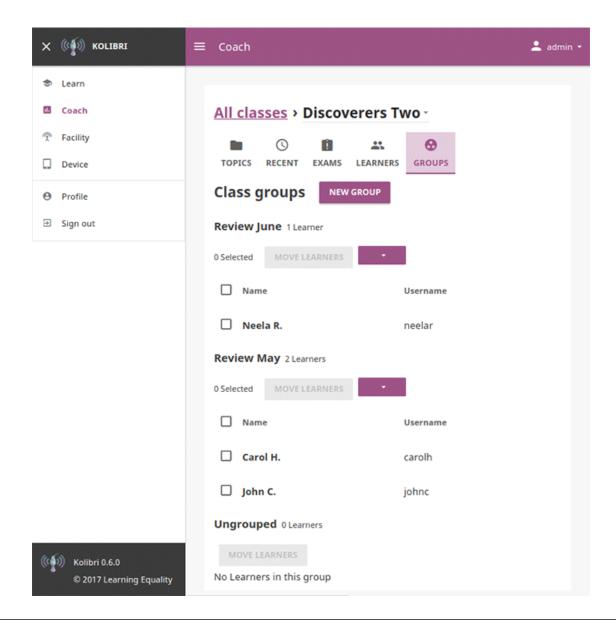
1.4.2 Topic Activity View

Use this view to access the full report of activity progress for the selected class. You can navigate channels by topics and subtopics until you see the progress of each class learner for one specific item.



1.4.3 Manage Groups

In case you need to further divide learners inside classes, for example to address the different progress needs or levels, you can use the **Groups** feature. Create and delete groups, as well as assign learners to them from the **Groups** tab in your **Coach** dashboard. Default view displays the list of all groups for the selected class, with the list of assigned learners for each group.



Note: To manage Kolibri users you must sign-in as Super user, Admin or Coach.

Create a New Group

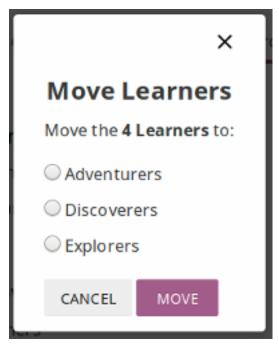
To create a new learner group, follow these steps.

- 1. Click + New group button.
- 2. Give group a desired name.
- 3. Click **Save** to confirm, or **Cancel** to exit without creating a group.

Assign Learners to Group

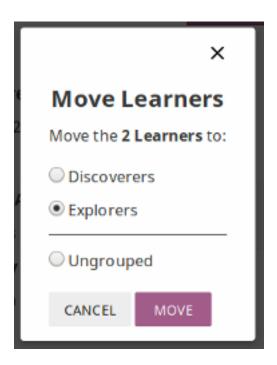
Below existing groups there is a list with all learners currently **NOT** assigned to any groups.

- 1. Use checkboxes to select all the learners in the list, or specific ones you want to assign to the group.
- 2. Click **Move learners** button on the right side of the list.
- 3. Select the group to which you want to assign the selected learners in the confirmation window.
- 4. Click **Move** to proceed, or **Cancel** to exit without assigning.



Move learners between groups

- 1. Use checkboxes to select all the user in one group, or specific users you want to assign to another group.
- 2. Click **Move learners** button on the right side of the origin group.
- 3. Select the group to which you want to move the selected learners, or the **Ungrouped** option if you want to remove them from the origin group without assigning to a new one.
- 4. Click Move to proceed, or Cancel to exit without moving.



Rename Group

To rename group, follow these steps.

- 1. Click the down arrow icon on the right edge of the desired group from the list.
- 2. Select the **Rename group** from the drop-down menu.
- 3. Input the new name for the group in the confirmation window.
- 4. Click **Save changes** button to proceed, or **Cancel** to exit without renaming the group.

Delete Group

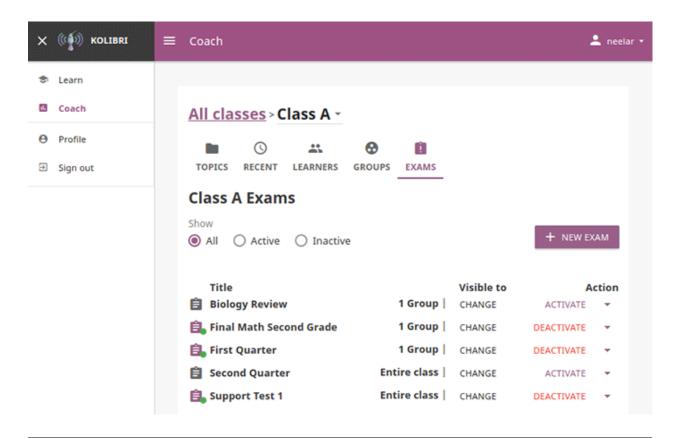
To delete a group, follow these steps.

- 1. Click the down arrow icon on the right edge of the desired group from the list.
- 2. Select the **Delete group** from the drop-down menu.
- 3. Click **Delete group** button in the confirmation window to proceed, or **Cancel** to exit without deleting the group.

Note: Learners currently assigned to group will become ungrouped.

1.4.4 Manage Exams

You can view, create and delete exams, as well as assign them to learners, using the **Exams** tab in your **Coach** dashboard. Default view displays the list of all exams in a selected class, with a series of options to set the visibility, (de)activate when required, and view report of students who took them.

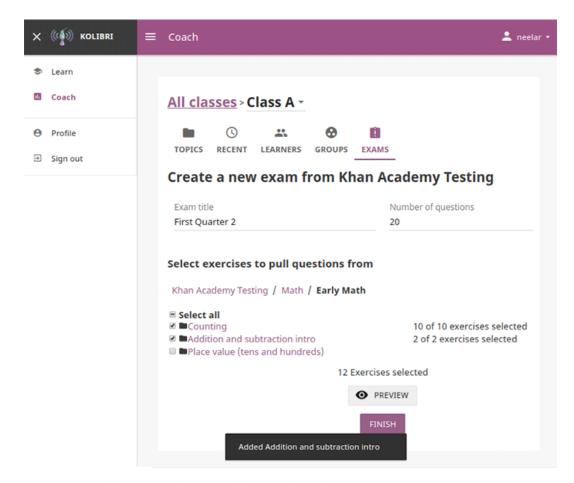


Note: To manage Exams in Kolibri classes and groups you must be logged-in as Coach or Admin.

Create New Exam

To create a new exam, follow these steps.

- 1. Click **New exam** button.
- 2. Select the content channel from which you wish to select questions for the exam.
- 3. Click Create exam to confirm, or Cancel to exit the confirmation window.
- 4. Fill in the field for exam title.
- 5. Fill in the field for number of questions you want exam to contain.
- 6. Navigate through the topic tree and select checkboxes of those exercises you want to include in the exam.



As you keep adding the exercises you will see confirmation messages at the bottom.

7. Click **Preview** button to view the result in overlay window.

Preview exam

10 questions RAN

RANDOMIZE QUESTIONS

Completing the Whole - Add Together Practice

QUESTION 1

QUESTION 2

QUESTION 3

QUESTION 4

QUESTION 5

Fraction of a Whole Practice

QUESTION 6

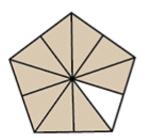
QUESTION 7

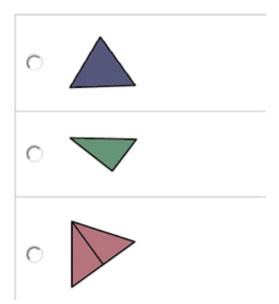
QUESTION 8

QUESTION 9

QUESTION 10

Which of the shapes completes the whole?



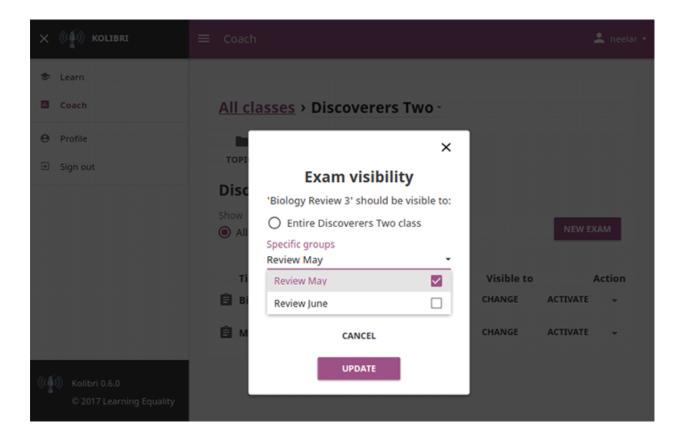


- Click **Randomize questions** button to present them in the different order from those in the topic origin.
- Click the Close(X) button in the upper right corner to return to the exam home page.
- 8. Click **Finish** button to save the result.

Change Exam Visibility

Newly created exam will be visible to entire class. To change exam visibility, meaning to assign it only to one group of learners instead of the whole class, follow these steps.

- 1. Click **Change** button under the **Visible to** column in the list of exams.
- 2. Select the group(s) of learners to whom you wish to assign the exam.
- 3. Click **Update** to confirm, or **Cancel** to exit the confirmation window.



Activate/Deactivate Exam

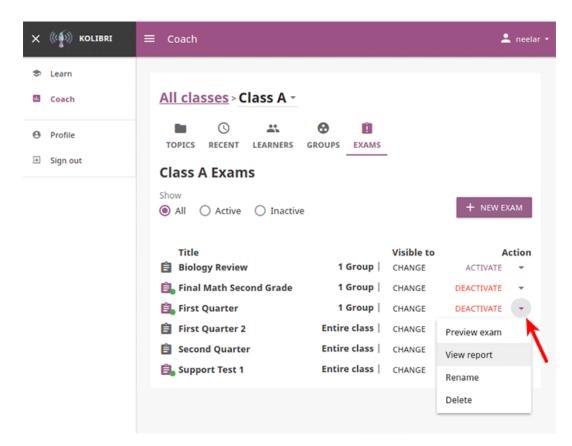
Once you set the visibility of exam to the chosen group(s) of learners, you need to **Activate** it in order for it to appear in the **Learn** view of the learners to whom you assigned it.

- Click **Activate** button under the **Action** column in the list of exams.
- When the exam period concludes, click the **Deactivate** button.

View Exam Report

To view the report on learners who have taken the exam, follow these steps.

- 1. Click down arrow near the **Activate** button for the desired exam from the list.
- 2. Select **View report** in the drop-down menu.



3. Click the name of the learner to view the detailed report with preview of results for each question.

Unit Exam #4 Report			Exit Report	
8	Exam taken by: Average Score:	40 Learners 80%		
	↓ Name	Status	Score	Group
.	Aaron A.	Completed	92%	Group A
.	<u>Learner Name</u>	Completed	91%	Group A
•	<u>Learner Name</u>	Completed	88%	Group A
.	Learner Name	Incomplete	-	Group A
.	<u>Learner Name</u>	Completed	82%	Group A

4. Click each of the questions to preview it and understand better which question learners answered correctly in

the exam and those they struggled with.

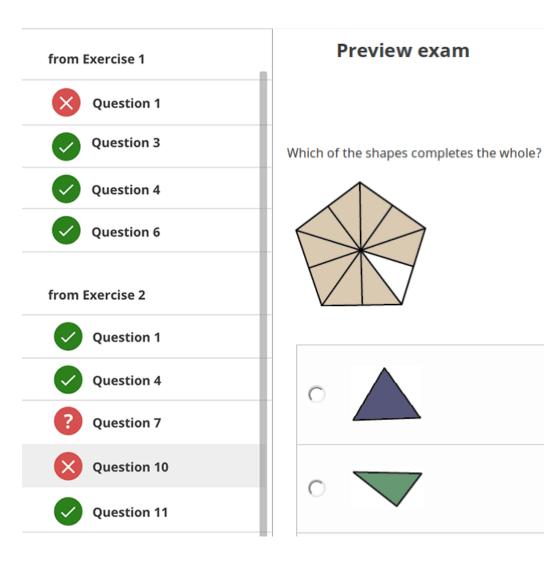
← Back to Summative Exam Report

Aaron Andrews - Exam Performance

Overall Score: 72%

Questions Correct: 39 of 50 correct





Delete Exam

To delete exam, follow these steps.

- 1. Click down arrow near the **Activate** button for the desired exam from the list.
- 2. Select **Delete** in the drop-down menu.

3. Click **Delete** button in the confirmation window to proceed, or **Cancel** to exit without deleting the exam.

Warning: All data from the exam you are deleting will be lost.

Rename Exam

To rename exam, follow these steps.

- 1. Click down arrow near the **Activate** button for the desired exam from the list.
- 2. Select **Rename** in the drop-down menu.
- 3. Change the exam title in the confirmation window.
- 4. Click **Rename** button to proceed, or **Cancel** to exit without renaming the exam.

1.5 Learner

1.5.1 Access Kolibri

Note:

- If you are using Kolibri in your school, education center or facility, your coach or administrator will provide the instructions how to open the sign-in page, and username and password if necessary.
- If you are using Kolibri on your own, outside an education center or facility, follow the instructions how to *Access Kolibri* according to your operating system.

To sign in to Kolibri and start learning follow these steps:

- 1. Type your username and password (may be optional).
- 2. Click the SIGN IN button.

Warning: If you start browsing Kolibri as a guest, you need either to select **Sign in** option from the **Guest** menu in the upper right corner, or from the sidebar menu (left or bottom) to open the sign-in page.

Once you have logged in into Kolibri, you can see and edit your user data from the **Profile** option in the main menu (below **Learn**).

To sign out from Kolibri you can either:

• Click the user icon in the upper right corner and select **Sign out** option.

OR

• Select Sign out option in the main menu.

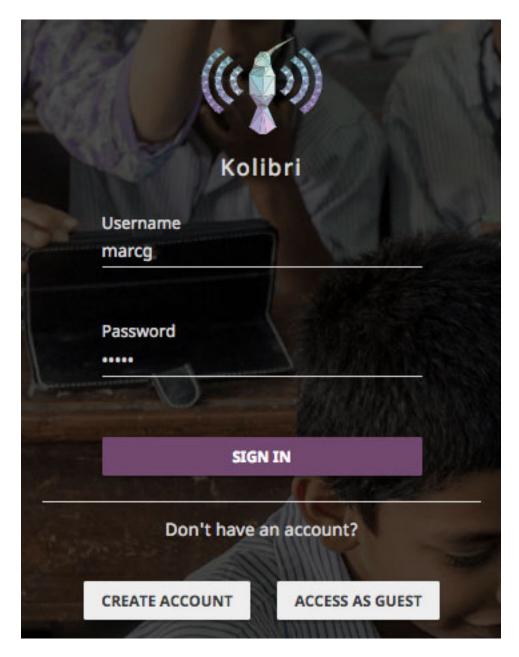


Fig. 8: Main sign-in page.

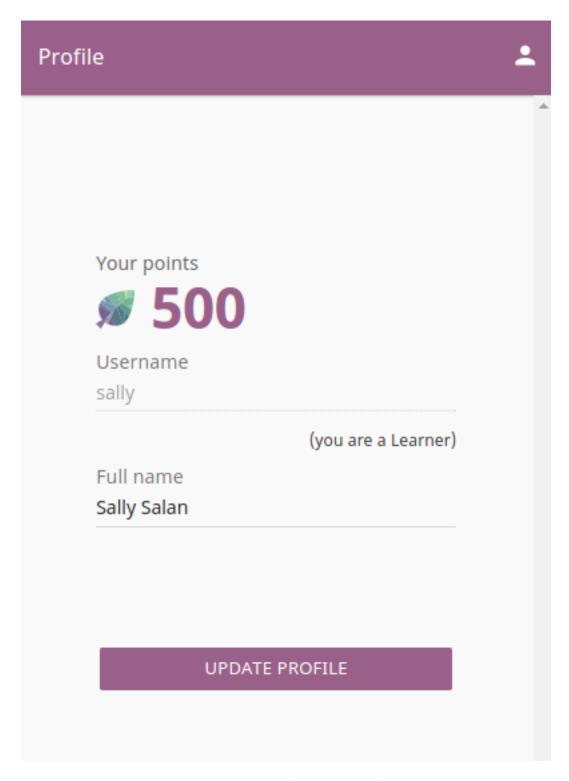


Fig. 10: View and edit your user profile.

1.5.2 Learn

Each time you login into **Kolibri**, the first thing you will see is the **Learn** page. Here you will find learning topics and materials related to what you were doing the last time you used Kolibri, or those recommended by your teachers and coaches (not visible if you are browsing as a guest).

Recommended

In the **Recommended** tab you can see various sections:

- · Most popular section which displays the most frequently used materials in your school or facility.
- Next steps section which displays suggestions according to your previously visited activities.
- Resume section displays activities that you started but haven't finished yet.
- Featured in... section.

You can browse through learning materials in all sections by using the arrow icons at the beginning and the end of the section rows.

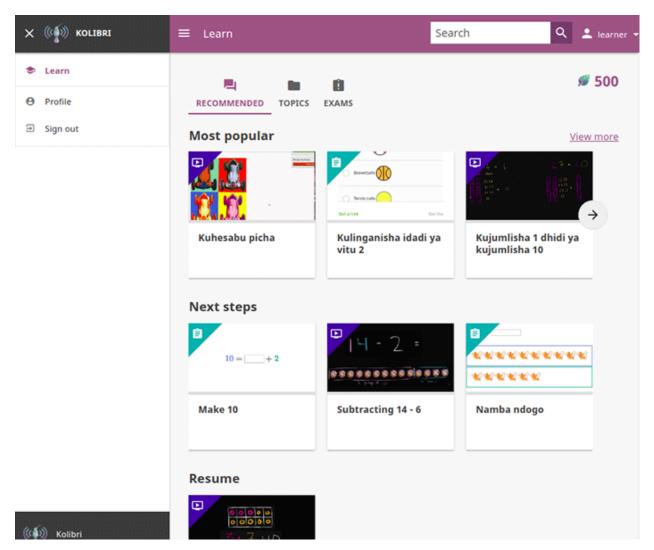


Fig. 11: Learn page gives you access to all Kolibri learning content and activities.

Topics

Topics tab offers you the option to navigate through the complete set of learning topics and materials available in Kolibri. Use it as you wish, or according to indications from your teachers and coaches.

In Kolibri **Topic tab** content from different sources is grouped in **Channels**. Depending on how your school and teachers or coaches decided to organize the content, you may have one or more **Channels** available here. Follow the indications by your teachers or coaches on how to use the content from each available **Channel**.

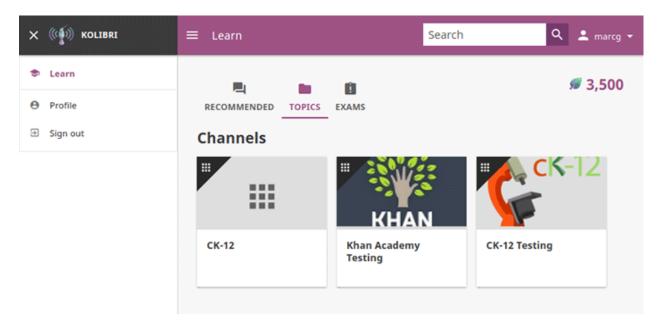


Fig. 12: Content in Kolibri is grouped in Channels.

Navigate Kolibri topics with breadcrumb links

When you are browsing a topic in Kolibri, the **Breadcrumb** links indicate previously visited, more general topics. Current topic is at the last position, and you can click any of the previous links in the breadcrumb to go back to a specific broader topic.

Search

If you are looking for a specific subject, topic, or term, use the **Search** feature:

- 1. Click the magnifying glass icon in the upper right corner.
- 2. Type the word or combination of words you are looking for in the search field.
- 3. Press **Enter** to display search results below the field.

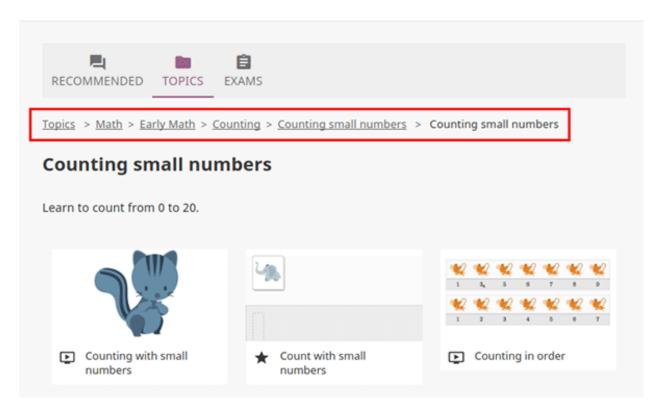


Fig. 13: Use breadcrumbs links to navigate back through Kolibri topics.

Content types

Exercises

Kolibri **Exercises** can require you to do different things: fill in a missing number, write a formula, choose one of the available options, etc. Each correct answer gets you a checkmark, and majority of exercises require 5 correct answers in a row to be completed. Some exercises can offer one or more hints, to help you solve the problem.

Independent of the required action (writing an answer yourself or choosing one of the options), these are the steps to follow.

- 1. Read the question carefully.
- 2. Write the answer or choose one of the provided options.
- 3. When you are ready to submit, click the **Check answer** button.
 - If the answer is correct and a checkmark appears, click the **Next question** button to proceed.
 - If the answer is incorrect, click the **Get a hint** button, read the suggestions, and try to answer again.
- 4. Once you have achieved the required number of correct answers in a row, click the **Next item** button, to continue learning with the rest of the material in that topic.
- 5. If you are unable to solve some questions, try reviewing the videos in the **Recommended** section below the exercise, or seek help from your peers or teacher/coach.

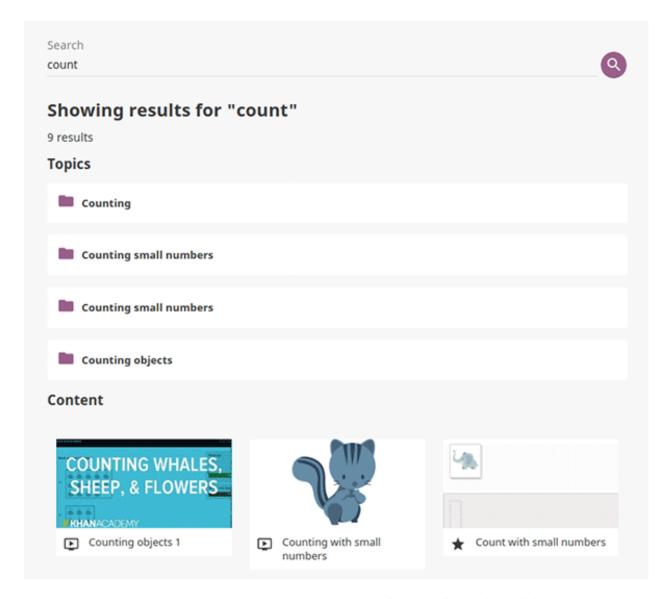


Fig. 14: Search page gives you option to search for a specific term in Kolibri.

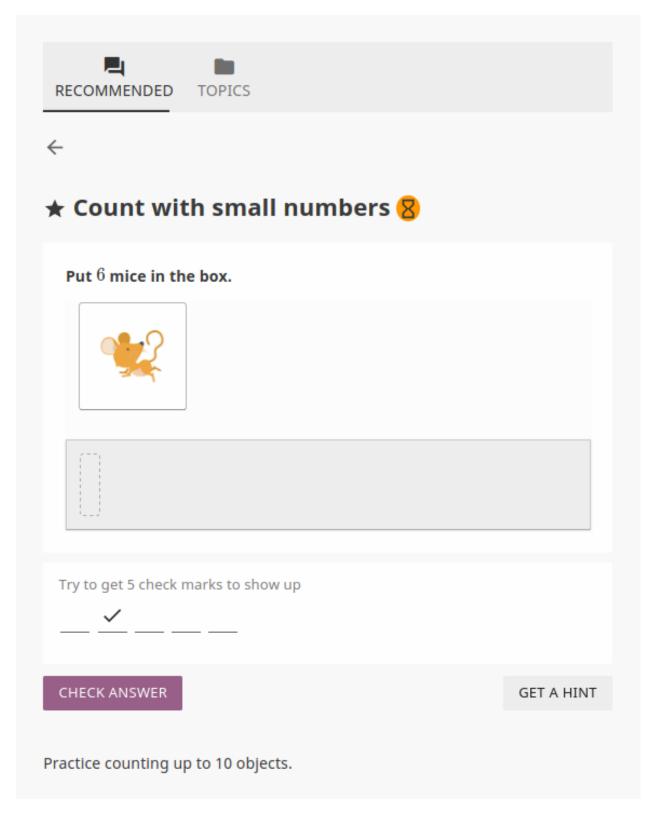
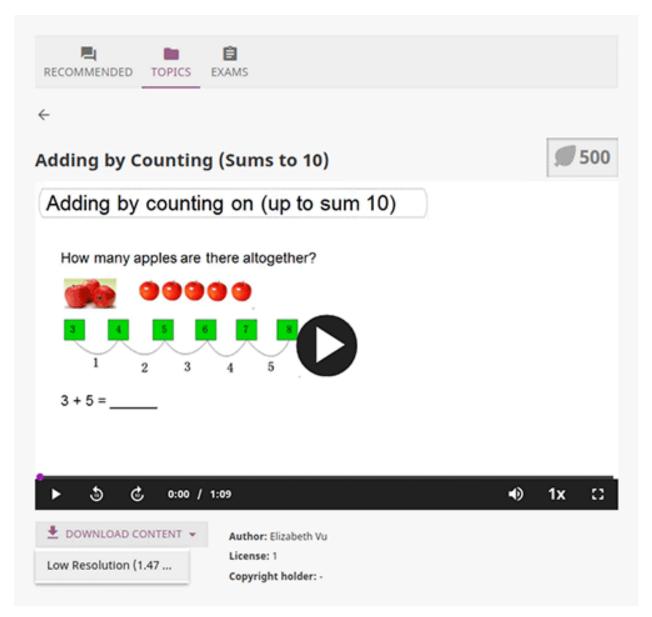


Fig. 15: Exercise page in Kolibri.

Video and Audio Player options

To play videos and listen to audio files in Kolibri you have several available control buttons at the bottom of the player screen. Move the cursor or tap on the player screen to make appear the control buttons while playing.



Kolibri video and audio player.

(controls at the bottom of the player)

- Play/Pause buttons
- Rewind/Fast forward buttons by +/- 10 seconds
- Time tracker indicator with progress bar
- Video duration indicator
- · Volume scrollbar

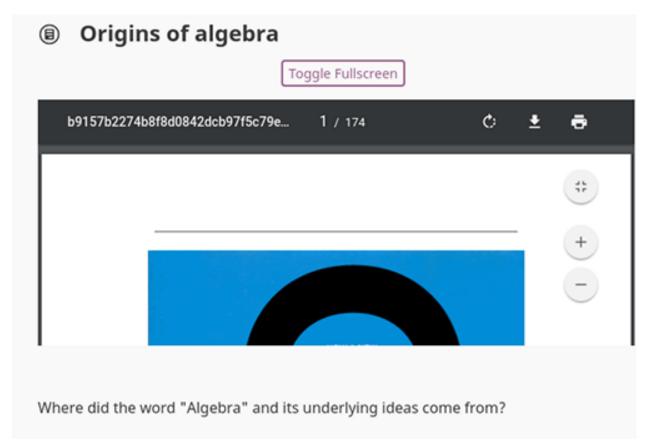
- · Playback speed selector
- · Fullscreen button

Use the **Download content** button below the player to download the video, audio and thumbnail files to your computer. Some videos will provide multiple resolution options.

PDF Viewer options

Note: Options for viewing PDF files will depend on the browser and operating system you are using to view Kolibri.

- Use the **Toggle Fullscreen** button to open the PDF file in fullscreen view.
- Use the **Esc** button to close the fullscreen view and return.

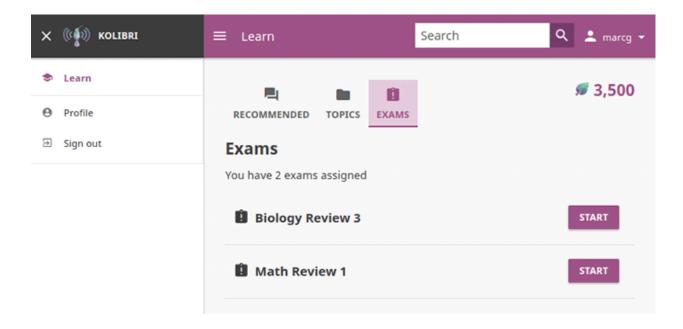


Use the **Download content** button below the PDF viewer to download the PDF file to your computer.

Exams

If your teacher/coach scheduled an exam for you or your class, it will be available through the Exams tab.

1. Press the button **Start** when you are ready to start taking exam.



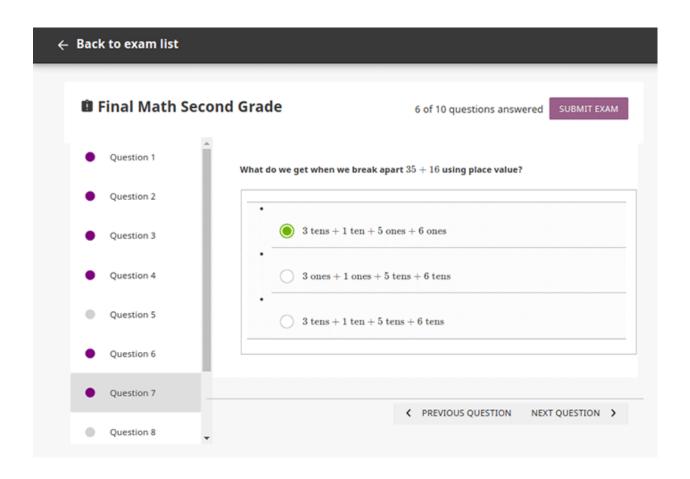
- 2. You can go on answering the questions in the order you prefer: move through questions with Previous and Next question buttons, or click on the question number in the column on the left side.
- 3. Each time you fill in the answer field, or select one of the available options, the question will be marked by a colored dot in the column on the left side.
- 4. You can review and correct your answers to all questions as many times you need before submitting.
- 5. Press the *Back to exam list* if you want to pause the exam and come back later.
- 6. Press the button **Continue** to resume when you are ready.
- 7. Press the button Submit exam when you are positive that you answered all the questions, and you want to finish the exam.
- 8. You will see instant feedback with the result of your exam.

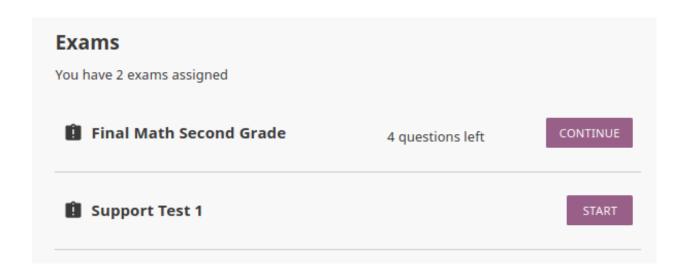
1.6 Frequently Asked Questions

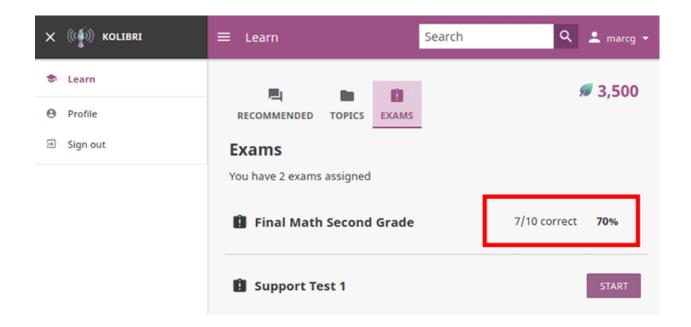
1.6.1 Network Terminology

About IP addresses

• 0.0.0.0 = A special IP address on the **server** (your device running Kolibri and "serving" its content to others in the local network), which actually means "all available IP addresses". It's a kind of alias. But accessing 0.0.0.0 from another computer doesn't make sense and doesn't work. By default, Kolibri will serve on 0.0.0.0, which essentially means all IP addresses that are available on the device will render Kolibri accessible.







- 127.0.0.1 = A device's local IP address, meaning "myself". Some people joke and say "There's no place like 127.0.0.1", meaning "there's no place like home":) This can be used on the serving device itself to test that Kolibri is running, in case you need a failsafe way of checking that Kolibri is in fact running and responsive.
- 192.x.y.z = Addresses starting with 192 are local network IP addresses. The same thing can be said about 10.x.y.z. The address that you wanna use to enter on the clients/tablets in order to contact the server will in most cases start with 192 or 10.
- http://192.168.1.1:8080 means: "Connect to IP address 192.168.1.1 on port 8080 with the HTTP protocol". The browser will the continue to try to reach this address, but may fail for instance if Kolibri isn't running, or if a step along the way blocks access.

1.6.2 Troubleshoot Network Problems

- 1. Can you access Kolibri via http://127.0.0.1:8080?
- 2. Can you access anything from the external IP of the device running Kolibri FROM the device itself?
- 3. Can you ping the external IP address from another device on the network?

1.6.3 Working with Kolibri from the Command Line

Warning: In Windows you need to open cmd.exe Command prompt in the folder where Kolibri executable is located: c:/Python27/Scripts.

If you see errors in the prompt/terminal output while running the commands below, ask for help at our Community Forums, or file an issue on GitHub.

Start/Stop Kolibri

In case you need to troubleshoot potential problems while running Kolibri, you may try to start it manually from the command line.

```
kolibri start --debug --foreground
```

```
kolibri stop
```

Import Content Channels from Internet

To import content channels from Internet, run these two commands in sequence. The first downloads the channel database, and the second downloads the resources (videos, documents, etc.). *Make sure not to include the angle brackets* "<>" in the command.

```
kolibri manage importchannel -- network <Channel ID> kolibri manage importcontent -- network <Channel ID>
```

Import Content Channels from a Local Drive

To import content channels from the local drive, run these two commands in sequence. Local drive should have a folder KOLIBRI DATA at the root, with Kolibri content inside.

```
kolibri manage importchannel -- local <Channel ID> /path/to/local/drive kolibri manage importcontent -- local <Channel ID> /path/to/local/drive
```

Export Content Channels

To export Kolibri content channels on a local drive in order to share it with another device, run these two commands in sequence. The first exports the channel database, and the second exports the resources (videos, documents, etc.).

```
kolibri manage exportchannel -- <Channel ID> /path/to/local/drive/KOLIBRI_DATA kolibri manage exportcontent -- <Channel ID> /mount/mydrive/KOLIBRI_DATA
```

The path should be to a folder named KOLIBRI_DATA at the root of the local drive, so it will get picked up later for importing via the Web UI.

Create a New Super User

In case you need to create another Super user, either to address additional need of managing facility, or if you lost the password for the old one, run the following command:

```
kolibri manage createsuperuser
```

You will be prompted to input the **Username** and **Password** and the new **Super user** user account will be created.

Change Language

```
kolibri language setdefault <langcode>
```

Available languages in Kolibri			
English	en		
Spanish (Spain)	es-es		
Spanish (Mexico)	es-mx		
French	fr		
Portuguese (Portugal)	pt-pt		
Portuguese (Brazil)	pt-br		
Swahili (Tanzania)	sw-tz		

CHAPTER 2

What is Kolibri?

Kolibri is a Learning Management System / Learning App designed to run on low-power devices, targeting the needs of learners and teachers in contexts with limited infrastructure. A user can install Kolibri and serve the app on a local network, without an internet connection. Kolibri installations can be linked to one another, so that user data and content can be shared. Users can create content for Kolibri and share it when there is network access to another Kolibri installation or the internet.

At its core, Kolibri is about serving educational content. A typical user (called a Learner) will log in to Kolibri to consume educational content (videos, documents, other multimedia) and test their understanding of the content by completing exercises and quizzes, with immediate feedback. A user's activity will be tracked to offer individualized insight (like "next lesson" recommendations), and to allow user data to be synced across different installations – thus a Kolibri learner can use his or her credentials on any linked Kolibri installation, for instance on different devices at a school.