

Topic: Jumpstart Week 2: Organizing and Customizing Content

Webinar Date: 6/28/2016

Audience Q&A



Category	Question	Answer
Working with Chapters and Sections	Is there a way to mass delete sections?	Similar to chapters, you can delete multiple sections, but will need to choose which ones you want to delete individually. If you only want a couple of sections from a chapter, you may want to add those individually. Relevant Help Center article: https://ck12support.zendesk.com/hc/en-us/articles/204905690-How-to-Edit-Existing-Chapters-or-Sections
	Can you add only specific chapters or sections?	Yes, you can choose to add only specific chapters or sections into a book. We'll be going through this process shortly in our 4th portion of this webinar. Please let us know if that part doesn't answer your question. Relevant Help Center article: https://ck12support.zendesk.com/hc/en-us/articles/204905690-How-to-Edit-Existing-Chapters-or-Sections
	How do you make draft? Can you have sub-subsections?	We'll be going through the process of creating new sections and chapters in the 4th part of this webinar. That should give you a detailed overview. However, you can also go to your library and click "Create New" to create a new chapter or section. As for sections, you can create a book, a chapter, and a section, but not a subsection under that. Relevant Help Center article: https://ck12support.zendesk.com/hc/en-us/articles/200344565-How-to-Add-a-New-Section-to-a-Chapter
	Is there a way to combine sections into one? Concept FlexBooks are a bit drawn out and I'd like to condense some sections and combine them with the practice at the end of the edited section.	Felix is answering this live related to combining them into the same chapter. If you mean you want to combine them into the same read, you can copy that text and add it into another read that you wish to combine and then update any formatting.
	If I choose "finalize draft," can I still edit it?	Yes, you can. We'll cover this in more detail in a little while.
	I want to customize one of your Physics FlexBooks: change the order of topics, delete some chapters, and add material from another FlexBook. Would it be better to take your FlexBook and	If you're using a large amount of content from our Physics book, you will find it easier to customize the whole book and then delete any sections you don't want and then add material from another book.

	edit it, or would it be better to start with a new FlexBook and save/copy the portions of the Physics FlexBook that I want into the new FlexBook?	
	When you copy a section into a FlexBook, does it copy all attached resources and practice or just the read part?	All of the content in the copied section will be copied.
	Is there a way to add multiple READS at once? I'm currently making a FlexBook, and it's taking a lot of time going back and forth in order to add it the FlexBook. How could I make this more efficient?	If the reads are all from a chapter or book, you can customize the whole book or add the whole book or chapter to your FlexBook and then delete sections you don't need.
	When you copy a section into a FlexBook, does the video stay attached to it?	If there is a video within a read, it will continue to be there when you copy that section.
	Is it possible to keep up with changes between a customized chapter and the CK-12 version?	If you make changes to any of the reads within the chapter, you will own that section and it will no longer update when we update CK-12's read. However, if you don't make any changes to the reads within a chapter, you will see a notification that any read has been updated and you will have the choice to update your text to that new version.
	If I have saved a read from my FlexBook to my library, and then edit/modify that section, will I need to replace the edited section in my library, or does the library just provide a link to that section?	Once you customize a section, you are making edits live to the copy in your Library.
	So if you upload Word or Google docs, they are only sections? Can you make chapters?	<p>Each Word or Google doc translates to one section. You'll want to create a chapter within our system and then upload docs within that.</p> <p>Relevant Help Center articles: https://ck12support.zendesk.com/hc/en-us/articles/200085199-How-to-Import-Documents-into-FlexBook-Textbooks https://ck12support.zendesk.com/hc/en-us/articles/204504834-How-to-Format-a-Microsoft-Word-Document-for-Importing</p>
	Can you add a PDF?	<p>You can add PDFs as resources in any read, chapter or book.</p> <p>Relevant Help Center article: https://ck12support.zendesk.com/hc/en-us/articles/200085199-How-to-Import-Documents-into-FlexBook-Textbooks</p>

	Can links to YouTube videos be embedded into reads or added to the resources tab? Any copyright issues with using that content?	You can embed videos within CK-12 reads. If you have any questions about copyright, you can always choose to put a URL link in your text and have students go to where you found the video originally posted. Relevant Help Center article: https://ck12support.zendesk.com/hc/en-us/articles/204354754-How-to-Embed-a-Video-in-Your-FlexBook
	Is there a way to upload a teacher created video to show within a section?	You can embed any video within a section. If you create a video, it may be easiest to upload it to YouTube and use that embed code. Relevant Help Center article: https://ck12support.zendesk.com/hc/en-us/articles/204354754-How-to-Embed-a-Video-in-Your-FlexBook
Using the Library and Dashboard	How can I remove subjects that I have added to my dashboard for each student I have in my school?	The subjects shown on the dashboard reflect content you have visited, not necessarily content related to your students.
	If I saved too many FlexBooks to my library because I was practicing, can I remove them or do I have to archive them?	You can archive any FlexBook that you want. Felix is giving you more of a demo of this as well. Relevant Help Center article: https://ck12support.zendesk.com/hc/en-us/articles/203375680-How-to-Archive-My-FlexBook-or-Other-Library-Items
	Why doesn't a FlexBook that I saved into my library show up in the library when I try to add an assignment from within Canvas? I want to be able to add assignments from MY FlexBook, not the original/generic one.	Click the "My Library" button when the CK-12 app launches in Canvas. This Help Center article has a screenshot: https://ck12support.zendesk.com/hc/en-us/articles/204733464-How-to-Create-Assignments
	I am teaching a different subject this year. I could not find a way to delete FlexBooks. I archived them - I wanted to clean out my library. Is there a way to delete FlexBooks?	Archiving is the only option. This ensures that folks don't lose work.
Finding Content	How do you know what level audience a certain concept is intended for?	You can filter by grade on the left when you search for any topic. Otherwise, you can find content via a book and see what course it is associated with to give you an idea. Relevant Help Center article: https://ck12support.zendesk.com/hc/en-us/articles/202655464-How-to-Search-for-CK-12-Content
	How can you search for content by difficulty level?	You can filter by grade on the left when you search for any topic. Otherwise, you can find content via a book and see what course it is associated with to give you an idea.

		Relevant Help Center article: https://ck12support.zendesk.com/hc/en-us/articles/202655464-How-to-Search-for-CK-12-Content
	Is there a way to search for materials created by a certain teacher?	You can search for an author's name. When the search results come up, be sure to click the Community Contributed tab to see materials by authors other than CK-12. Relevant Help Center article: https://ck12support.zendesk.com/hc/en-us/articles/202655464-How-to-Search-for-CK-12-Content
Publishing	Do you have to publish my customized flexbook in order to use it for my classes or can I just share it with the students?	You can share a URL to your textbook with your students directly.
	So is published just to share with other teachers? What is the purpose?	Publishing a book allows students who may not have CK-12 accounts to view your book. It also makes the content available to the full CK-12 community, so that they can benefit as well.
	After I have published, can I still go back and edit? Do I have to send another link?	You always have the option to go back and edit.
Learning Management Systems	I have added the CK-12 app to my Canvas courses but I can't find it on the task bar. I can look for content within Canvas, but I have to use another tab. Is this a Canvas or CK-12 issue?	Most likely the CK-12 app has not yet been installed on your school's instance of Canvas. Please have your IT staff or other appropriate administrator fill out this form to request a key to install CK-12: https://docs.google.com/a/ck12.org/forms/d/1MA1mDUknJiMtAUgmGtjPvAaUnaJPGMZ5UHEIs1bRoU/viewform?c=0&w=1
	So, if I want to add reads within the Canvas "add assignment" feature, I can save individual reads to my library and they'll show up in Canvas?	Yes. However, if you do have any issues using Canvas, feel free to contact us at support@ck12.org.
	I missed something - what is CANVAS?	Canvas is an external LMS that some schools use with their students. It's integrated with CK-12 (as is Edmodo and Google Classroom), so that's why it has come up in this discussion. Relevant Help Center section: https://ck12support.zendesk.com/hc/en-us/sections/201340298-Using-Canvas
	Does Blackboard support all modalities?	At this time, we don't have the same level of integration with Blackboard as we have with Canvas and Edmodo. However, you should be able to assign any URL from CK-12 in Blackboard.

PLIX	A little off topic - Is it possible to add a PLIX to my library, and if so, how does one do this?	Currently, you can't add a PLIX directly to your Library. As a workaround, you can create a read and add a link to the PLIX. We are working on a feature that will allow teachers to assign PLIX to their class. It will be available this Fall.
	So we can add PLIX to a group assignment?	Currently, you can share PLIX and SIMs via their URLs. We are working on making those assignable to a group, but that feature is not currently live.
Teacher Editions	Are the teacher editions secure?	There are ways to access the answer keys for the FlexBooks - especially since some students self-study using CK-12. If you want to create assessment that students don't have access to an answer key, you can create a "quiz" in our assessment tool and have students complete that assignment.
	What is the best way to create a student edition from a teacher's edition so that changes are reflected in both?	Books are currently distinct and you wouldn't automatically see any updates in one reflected in another. You can copy text from one into another and then update any formatting if you need updated info from one in another.
General	Can I add links to EDpuzzle or create something like EDpuzzle on CK-12?	You can always put a URL link in any of your FlexBooks to share resources with your students.
	Say I want to put together a unit study on a certain topic that incorporates topics from math, physics and biology, how do I go about doing that with content from different grade levels?	There are many ways you might do this. One example would be to create a FlexBook, and add chapters that cover each of those topics.
	Does the practice tab only disappear when you add outside sections to your own FlexBook, or do they disappear as soon as you modify your own FlexBook?	The practice at the top of the section should not disappear. Please email support@ck12.org if you are still seeing this behavior.
	How do most teachers use this resource for assignments, labs, or assessments	Teachers use CK-12 in a variety of ways. Some simply use a FlexBook, others use the various modalities associated with our concepts, and others use the assessment tool and assign work through our "groups" feature. Some do all of the above.
	Is there a way to have different views for different grade level students in my home school to view on the mobile app when they are opening the app for practice?	The app (and our website) does not filter content by grade level. All of our content will be available.
	Can you address copyright issues?	CK-12's license is CC-BY-NC 3.0. All content is allowed to be used, customized, and shared, as long as it is for non-commercial uses. For more information on the specifics of this, you can see our terms of use or our help center regarding specific details. Relevant Help Center section:

		https://ck12support.zendesk.com/hc/en-us/sections/200057645-Copyright-Licensing-Attribution
	Is a recording of last week's webinar available, as I missed it?	Yes. The core content for last week's webinar can be found on the Jumpstart page under "Week 1." That page is: www.ck12.org/jumpstart