



## Queen's Online: Overview of Shared Student Resources

Some Schools have expressed an interest in being able to upload School documentation for students into a secure area (not the School's public website) via the Virtual Learning Environment (VLE). The Queen's Online VLE team have now created a new 'Shared Student Resources' site in Queen's Online to do this. Each School will have their own site, where they can provide various types of information to students such as, Student Handbooks, Forms, Staff/Student Consultative Group information etc. The Library will also use the site to distribute information to students in each of the Schools. The students will simply login to site to access all of this information.

### Who can access the 'Shared Student Resources' site?

All staff and students who are associated with any module within the School, will have access to the 'Shared Student Resources' site. Users will be managed automatically on a nightly basis – when an up to date list of staff/students is fed into the site. Similar to the general School SharePoint sites, there will be 2/3 nominated Site Owners (Administrators) on the new 'Shared Student Resources' site. Initially these will be the same Owners as on the School site, however this can be changed. The Site Owners will have full control of the site and just like the School sites, can create as many sub-sites, document libraries, announcements, links etc as they want on the site!

### What are the levels of access to the 'Shared Student Resources' site?

Similar to the access rights in the VLE – the full breakdown of access to the new 'Shared Student Resources' site is provided as follows:

- 2/3 Site Owners (Administrators with full control of the site, to create sub-sites, document libraries, announcements, links etc )
- Students have read-only access as long as they are registered to at least one module the School owns
- Staff with VLE Update access to at least one School module get Contributor rights (which means they can upload documents, create new documents, add announcements and links etc)
- Staff with VLE View access to a School module get read-only rights (although if they have VLE Update rights to another module, then they still get Contributor rights on this School site)
- Staff with VLE Library rights to any School module get read-only rights to the site as a whole, but they also get Contributor rights to a Library News web part (essentially it's an Announcements list). Only VLE Lib people and Site Administrators can tamper with Library News

### How do staff and students access their School's 'Shared Student Resources' site?

Staff and students can access their School's 'Shared Student Resources' site, by clicking on the **Learning Home** link (below the **My Modules** heading) on the Queen's Online homepage. This will display the Learning Home page (see Figure 1).

Figure 1: Learning Home Page

The screenshot shows the Learning Home page with the following elements:

- Header:** Learning Home logo, navigation links (QOL Home, Learning Home), and a search bar.
- My Modules:** A list of modules including 2101 [Academic Year 2010/11], LRN, and 2091 [Academic Year 2009/10].
- Shared Student Resources:** A heading with a link to the School of Pharmacy. A callout box points to this link with the text: "School link to the Shared Student Resources Site".
- Useful Information:** A section containing news updates:
  - Assignment tool update:** 3/8/2011 12:00 PM by Peter Reavy. Updates to the Assignment tool:
    - The student class page is displayed more quickly;
    - The class is ordered by surname;
    - Feedback files can be uploaded in a single batch;
    - Assignment administrators can see the student number and the anonymous codes at once;
    - Breadcrumb navigation has been added;
    - Students can more clearly see when submissions are locked;
    - Late submissions are shown in red on the student class page.
  - PGR access to Shared Student Resources:** 3/8/2011 11:47 AM by Peter Reavy. News about allowing Postgraduate Research students into the Shared Student Resources sites.
  - About Shared Student Resources:** 9/29/2010 2:52 PM by Peter Reavy. Information about the Shared Student Resources sites for each University School.

**Note:** The VLE team are currently populating the Learning Home page with lots of useful information for staff and students, for example, all new developments within the VLE will be highlighted on this page.

On the **Learning Home** page, staff and students will see a link to their School's Shared Student Resources site (below the **Shared Student Resources** heading). If a staff member or a student is registered for a module in more than one School, they will see multiple links to Shared Student Resources sites for each School.

Figure 2 as follows is a screenshot of an **exemplar** 'Shared Student Resources' site for the School of Medicine, Dentistry and Biomedical Sciences, illustrating the types of information which could be displayed on the site. Remember it is up to each School and the Site Owners of the School, to create their own sub-sites, document libraries, announcements, links etc, on their site!

Figure 2: Sample Shared Student Resources Site

Shared Student Resources for SMDBS

Welcome Nicola Ellis | My Site | My Links

Shared Student Resources for SMDBS

Home

View All Site Content

**Documents**

- Student Handbooks
- Timetables
- Module Information
- Past Exam Papers
- Forms
- Policies & Procedures
- Staff/Student Consultative Groups
- Advisors of Studies
- Plagiarism

**Lists**

- Calendar
- Tasks
- Contacts

**Discussions**

- Team Discussion

**Sites**

- Medicine

**People and Groups**

- Recycle Bin

Useful resources for all students in the School of Medicine, Dentistry & Biomedical Sciences

**Announcements**

**Advisor of Studies** 20/07/2010 15:53  
by Nicola Ellis  
There will be 3 Advisors of Studies in SMDBS for the 2010-2011 intake. To find out more, please visit the [Advisor of Studies](#) section.

[Add new announcement](#)

**Calendar**

27/09/2010 00:00 Weeks 1-12 Teaching  
20/12/2010 00:00 Christmas Holidays  
10/01/2011 00:00 Assessment

[Add new event](#)

**Library News**

**Library** 08/07/2010 16:12  
by ADS\conf0991  
The Library will be officially opened by a famous man who quite often opens libraries.

**Links**

- General Regulations: University Calendar 09/10
- School of Medicine, Dentistry and Biomedical Sciences Website
- Semester Dates 2010-11
- Computer Availability on Campus
- Wireless Network Areas

[Add new link](#)

**IMPORTANT NOTE:** You will notice the site is brightly coloured! The VLE Team have done this deliberately to distinguish it more from the general School SharePoint sites – as it is very important that staff do not get confused between both! **Staff must realise that this site will be accessible by all students within the School!**

### Questions/Queries

If you have any questions or queries, or would like to nominate new Site Owners (Administrators) of your School's 'Shared Student Resources' site, please contact the Queen's Online VLE team at [queens-online@qub.ac.uk](mailto:queens-online@qub.ac.uk)