EDU Instructor Information (August 15, 2006)

EDU is a powerful system for setting and grading online assignments. Like most powerful systems, it takes a lot of effort to be able to use all of the capabilities. However, an individual instructor can use another instructor’s assignments without knowing a great deal about EDU. This document provides some essential information and indicates where specific instructions are documented.

EDU folder structure

Three databases are needed for the EDU system:
1. *Question Banks* contain questions written for EDU assignments.
2. *Assignments* organize specific EDU student sessions.
3. The *Gradebook* contains the records of your students’ work.

These databases have different lifetimes, and the folder structure is designed accordingly. Question Banks can be reused indefinitely without modification, so they are stored in course folders that are essentially permanent. Gradebooks are only valid for a specific class in a given semester, so they are stored in class folders that can be discarded or forgotten after the end of each semester. Assignments are intermediate in permanence, as they are reusable with modification (to the due date if nothing else). EDU folders can be created as new blank folders or they can be created as copies of existing folders, in which case any Question Banks and Assignments are inherited by the copy. Inheritance links are broken if the Question Bank or Assignment is modified in the copied folder; otherwise, changes made at one level are immediately inherited at the next level.

The inheritance facility allows for a two-tiered folder structure. The Question Banks and Assignments can be placed in a Course Folder maintained by a system administrator. Each section of the course then has its own Class Folder, which contains the Question Banks and Assignments inherited from the Course Folder and the Gradebook for that one section. Each instructor creates and maintains a Class Folder.

Required EDU documentation

1. **EDUstudentinfo** contains directions for using EDU as a student.
2. **EDUclassfolders** contains directions for creating and maintaining your Class Folder.

Additional EDU documentation

3. **EDUtutorial** is a tutorial for EDU novices. The tutorial covers the same directions as **EDUstudentinfo** and **EDUclassfolders**, using a sample Course Folder.
4. **EDUassignments** contains directions for constructing your own Assignments from Question Banks available in your folder.
5. **EDUgradebook** contains directions for preparing and downloading the EDU Gradebook for pasting into your overall class grade spreadsheet.