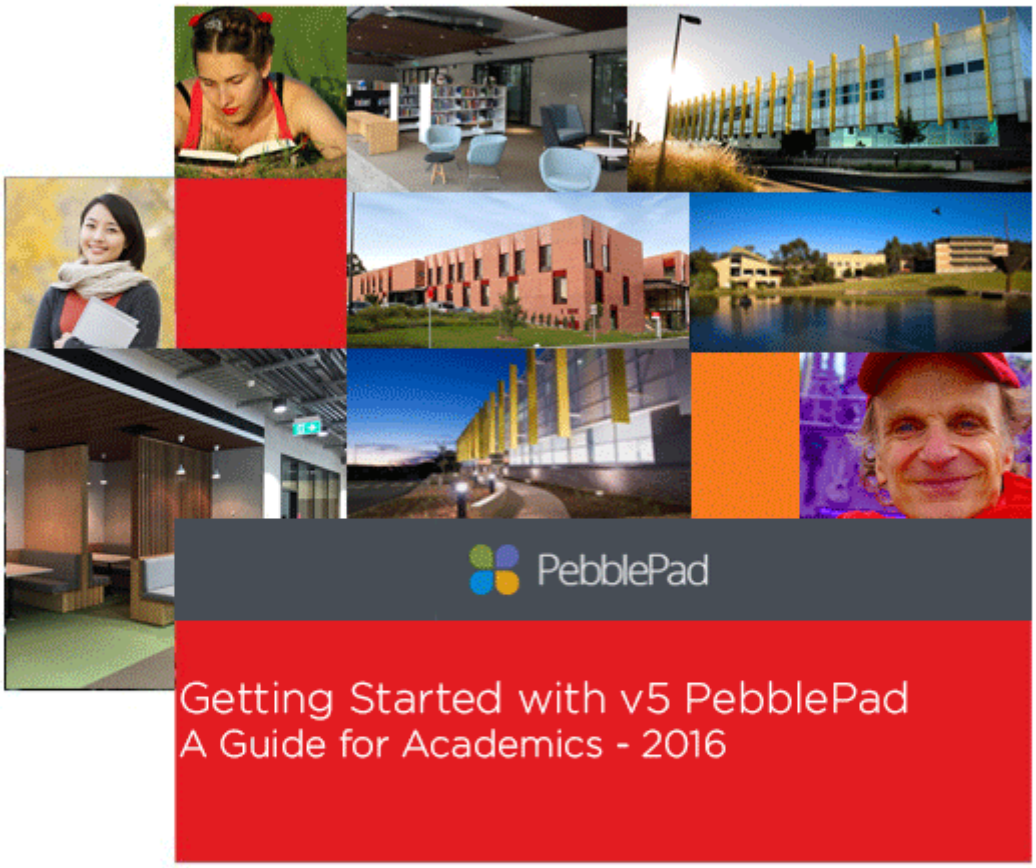
Charles Sturt University



Please note: All PebblePad users should now being using PebblePad Plus (version 5). Classic will no longer be supported from the 201690 session.

Co-created by Slavica Voss, Phillip Hua, Emily Marsh and Wendy Harris
August 23, 2016

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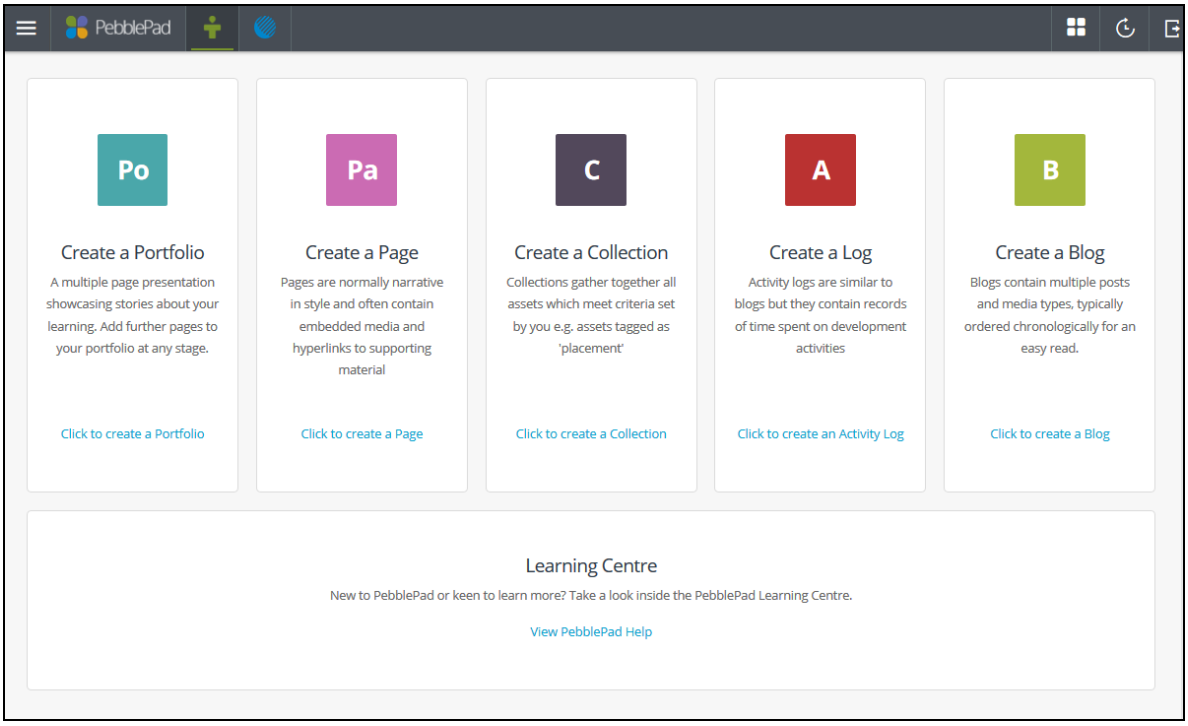
What is PebblePad and what is it used for?

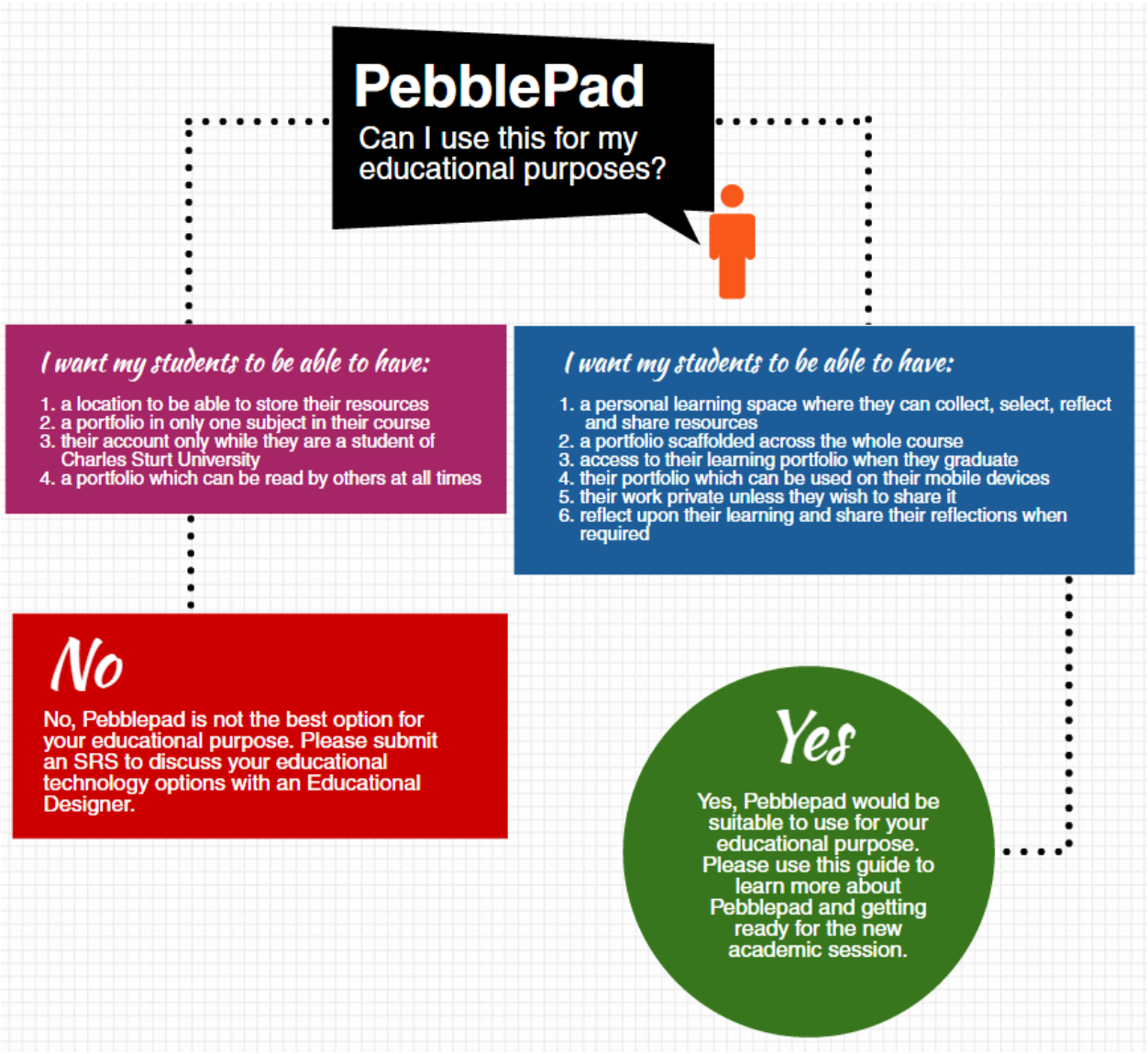
PebblePad is a web based program provided to all staff and students to support the creation of a personal learning space (PLS) and ePortfolios.

A personal learning space assists in the process of collecting, selecting, reflecting, interpreting, synthesising, evidencing, and presenting skills, by way of scaffolding the process of creating meaningful assets. These skills are developed during a person's lifetime and are considered 'life-wide learning'.

Learn more from this video



Can I use PebblePad for my educational purposes?



I already know how to use PebblePad Plus (v5). What do I need to get ready for the new session?

You will need to submit a SRS form to have a workspace created for your subject. Allow at least one (1) working week to have this completed before the start of session.

I am new to PebblePad Plus (v5). What do I need to do to get ready for the next session?

Use this guide to read further and also submit a SRS form to have a workspace created for your subject. Allow at least one (1) working week to have this completed before the start of session. Workspaces are part of ATLAS, the PebblePad Plus (v5) assessment system and more information on this can be found on page 9 of this document or in the PebblePad help guides.

NB: When submitting an SRS to create a workspace be sure to include names of all staff who will be teaching/marking into the subject, DSL staff will add all currently enrolled students.

What equipment, internet access and computer requirements will I need as an academic and for my students?

All you will need is a computer, using a modern web browser, which supports html5.

What Web Browsers currently support PebblePad Plus (v5)?

These are the minimum web browser versions currently supported in PebblePad v5. You will need to use a web browser which supports html5. Cookies also need to be enabled in your web browser to use PebblePad.

- Google Chrome 31
- Mozilla Firefox 33
- Internet Explorer 10
- Opera 29
- Safari 7.1
- Android 4.2.2
- iOS 7.1 / Safari 7.1 on Mac
- Blackberry 10

**Third party browsers may not be supported on mobiles/tablets
**Windows Tablet/Hybrid Laptops are OK - should be at least Windows 7 OS
**Windows Phone NOT supported

Browser recommendations can be found here: http://pebblepad.co.uk/support/browsercheck.aspx - along with a fact sheet.

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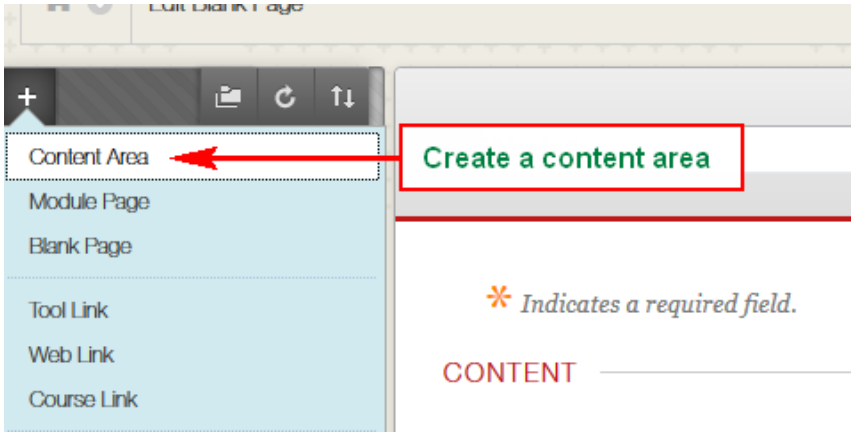
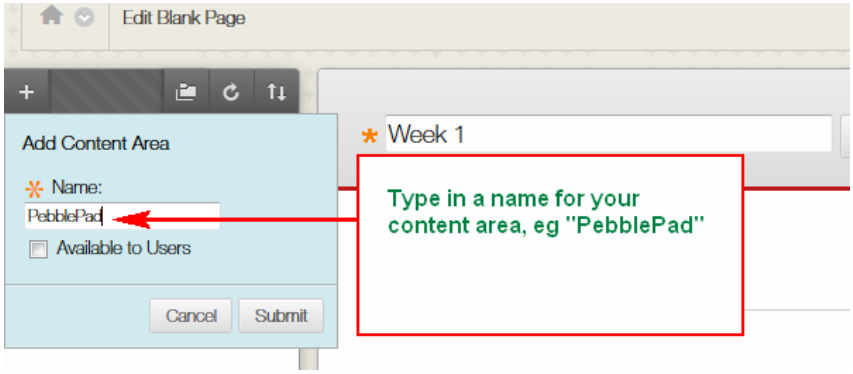
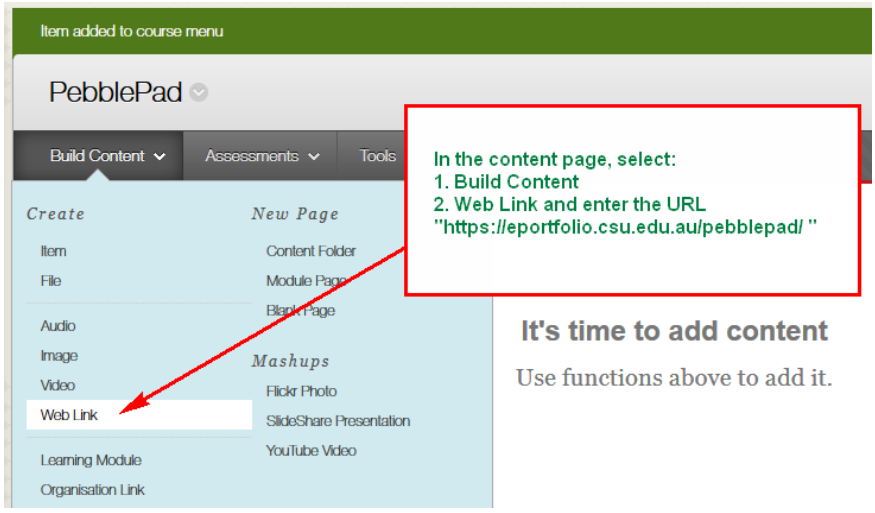
How do I add PebblePad Plus (v5) into my Interact 2 subject site?

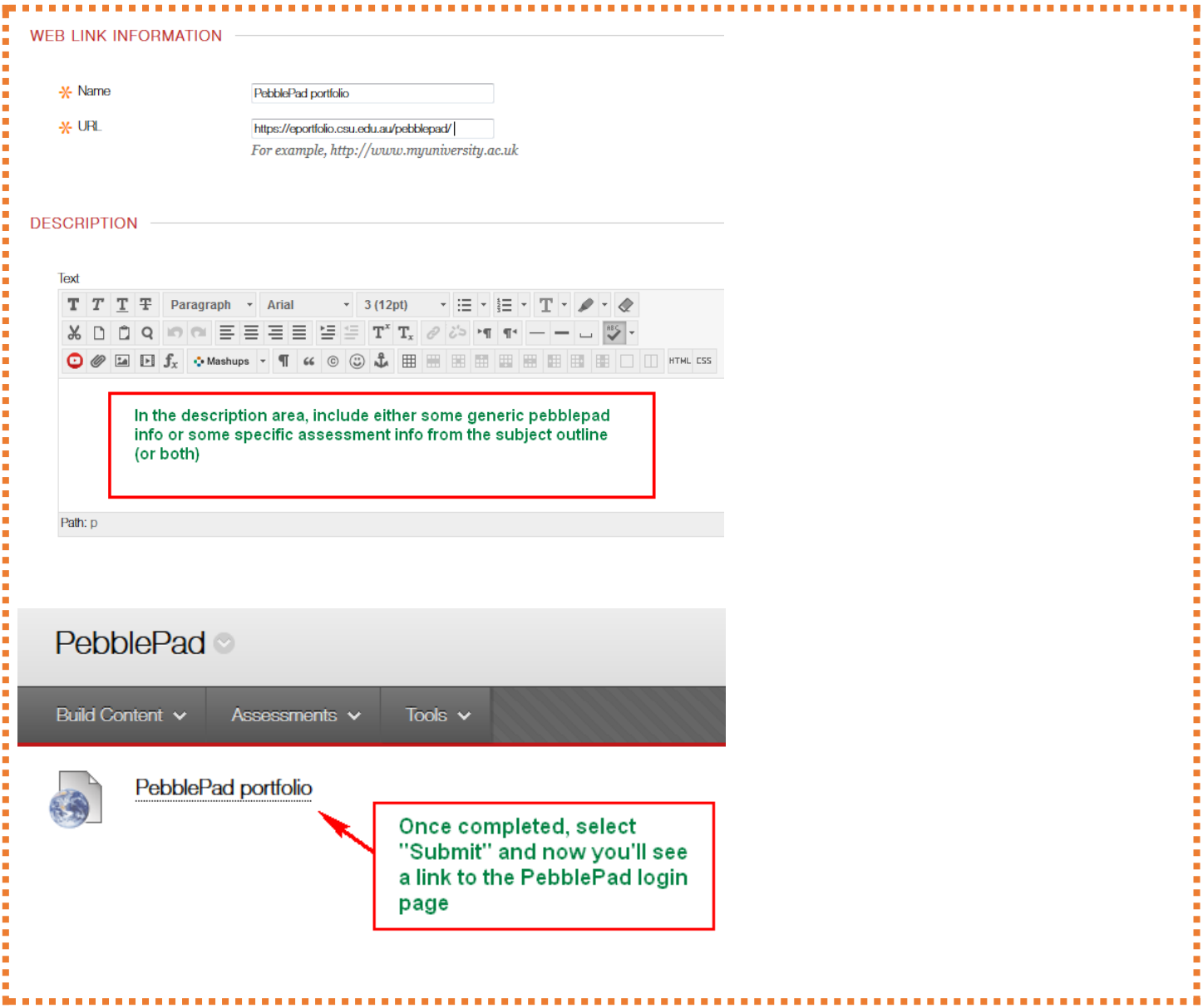
PebblePad can be added using the Web Link tool or by following the method outlined below. Using the method below allows academics to embed the PebblePad tool within the context of the subject/assessment and, depending on student's past exposure to PebblePad, provide appropriate level instructional text prior to entering the tool. An example of some basic instructional text is included below.

Log into Interact 2 and follow the diagrams below:









NB: When you are ready to release this content area to students, you will need to make the content available to students by clicking 'show link' to the right of 'PebblePad' on the left-hand navigation area.

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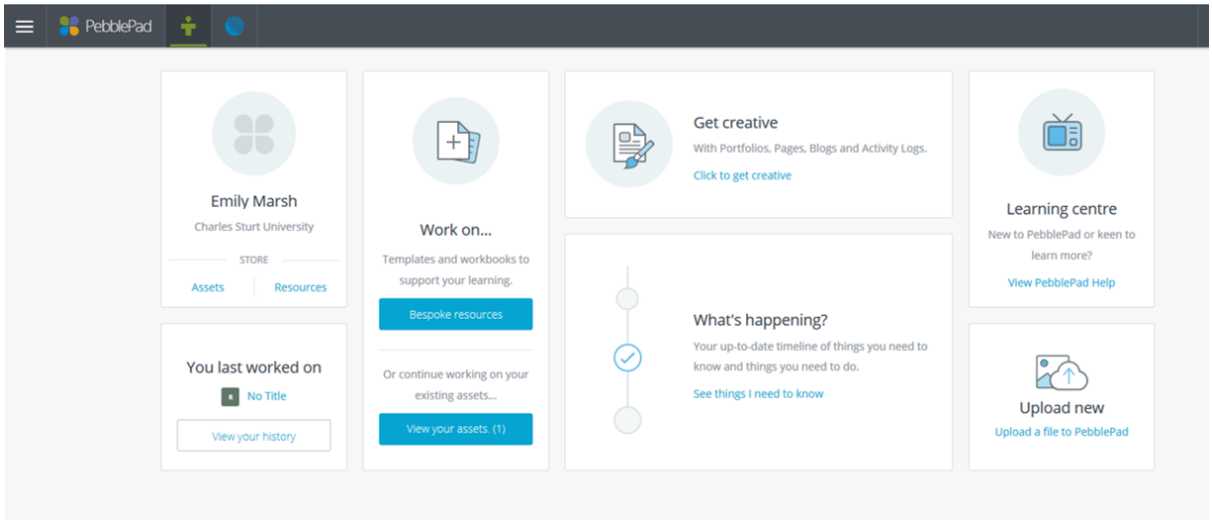
Example instructional text

Click on the 'Pebblepad' link above to access the Pebblepad landing page.

Logon using your CSU username and password.

You will submit your work by sharing it to the subject workspace. Work only needs to be submitted to the workspace once – this establishes a link which remains until the work is either 'unsubmitted' by you or removed from the workspace by your subject coordinator.



What Web Browsers currently support PebblePad Plus (v5)?

These are the minimum web browser versions currently supported in PebblePad v5. You will need to use a web browser which supports html5. Cookies also need to be enabled in your web browser to use PebblePad.

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**Third party browsers may not be supported on mobiles/tablets
**Windows Tablet/Hybrid Laptops are OK - should be at least Windows 7 OS
**Windows Phone NOT supported

Browser recommendations can be found here: http://pebblepad.co.uk/support/browsercheck.aspx - along with a fact sheet.

How long will it take me to learn PebblePad Plus (v5)?

Ensure you allow yourself plenty of time to get familiar with PebbePad Plus (v5). Refer to the help guides within the PebblePad Learning Centre for assistance.

What are the key differences between the Classic version and PebblePad Plus (v5)?

There are some significant changes between the Classic version and PebblePad Plus (v5):

- PebblePad Plus (v5) is also accessible via the mobile phone **PebblePocket** app. Handy for when you are offline, you can create some simple assets, and these will sync with your PebblePad Plus (v5) account when you're next online.
- You can access all parts of PebblePad Plus (v5) at the same time without leaving where you are.
- The ease of doing things in PebblePad has greatly improved.
- Some of the terminology has changed. Gateways are now known as workspaces and are accessed via the ATLAS component. (Submit an SRS form to have a workspace created for your subject. Allow at least one (1) working week to have this completed before the start of session).
- The new interface for PebblePad Plus (v5), uses html5; and is no longer flash based.
- At this stage, there are 10 help videos available in the Learning Centre, and most of the online help is contextualized within the program.

Do students get to keep this account when they graduate from CSU?

When students graduate from CSU, they will receive an alumni account and can continue using PebblePad for an unlimited time. Further details are available from the PebblePad website http://www.pebblepad.com.au/l/personal.aspx#.

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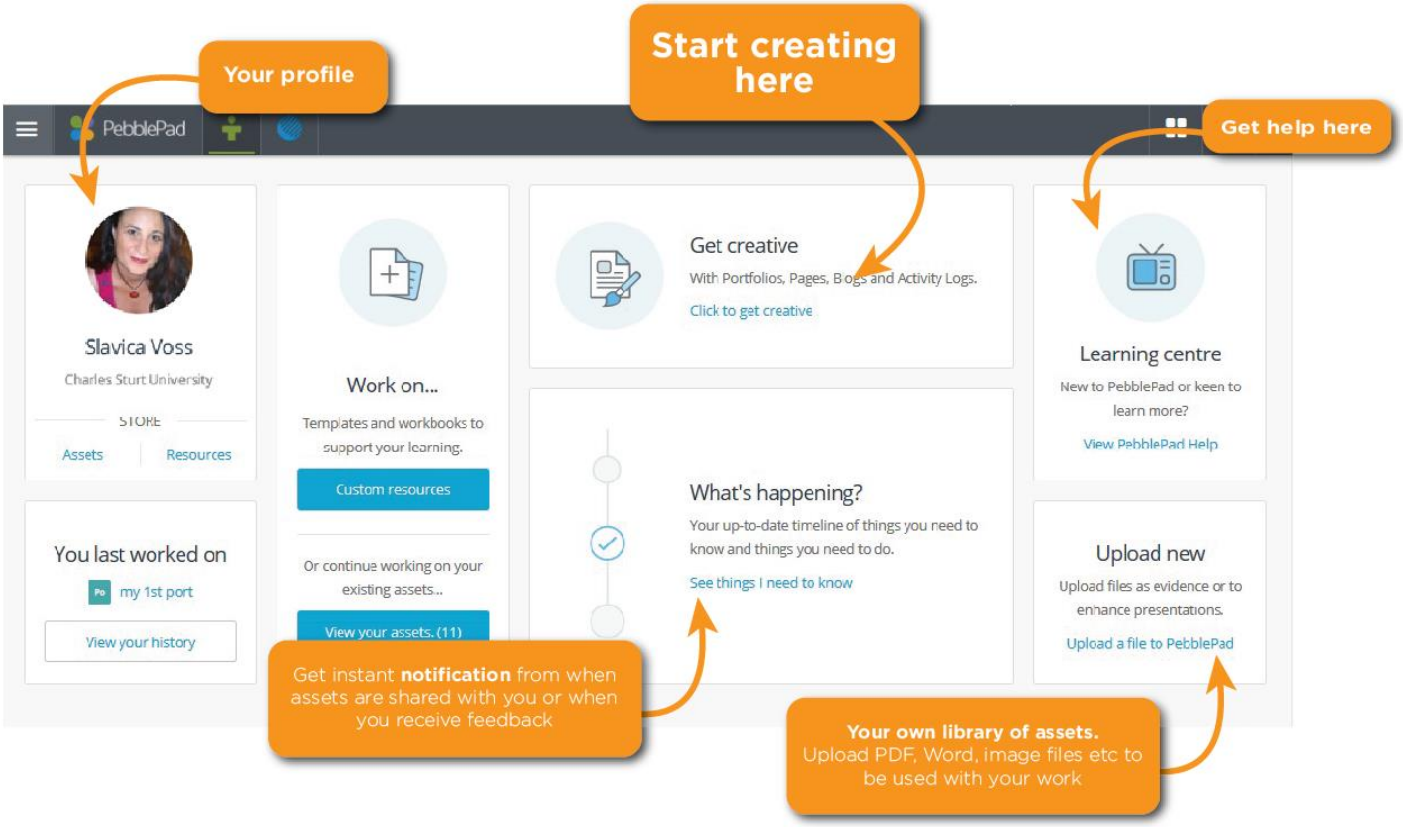
Logging into PebblePad Plus (v5)

Log into Pebblepad with your CSU username and password via: https://eportfolio.csu.edu.au.

The look and feel will be different to PebblePad Classic. We are currently using the PebblePad Plus (v5), 1602 install.

Once logged into PebblePad, you will default to the Pebble+ dashboard; which will look very similar to this.



I am unable to log into PebblePad

If you are unable to add a staff or student member to a workspace within ATLAS, their account may be inactive. Please log a job with the DIT service desk, with all the relevant details, and the user account will be restored.

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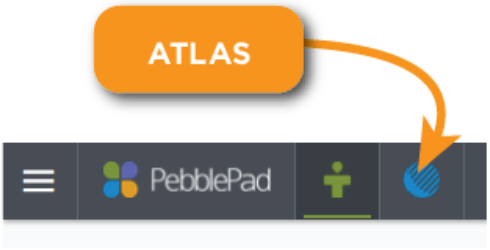
How is PebblePad structured?

This system comprises of **Pebble+** (which is the personal learning space), and **ATLAS**, which is an assessment system, and also forms part of the institutional space. There is a third component, known as **Flourish**, which is a guided development space, but at this stage, CSU is not subscribed to Flourish.



A major point of difference between Classic and Plus (v5) is the assessment system. In Classic, users submitted assets to areas called gateways. With ATLAS as the new assessment system in PebblePad (v5), users will now submit their assessment files to workspaces within ATLAS.

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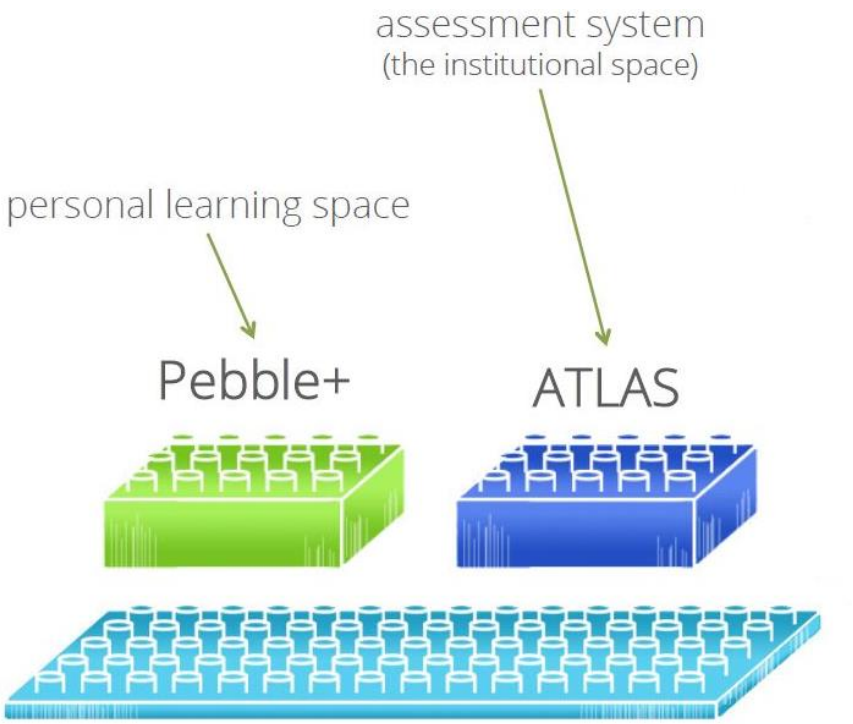
This is how PebblePad is structured.



These are the activities covered within each component.

Pebble+	ATLAS
Plan	Observe development
Reflect	Feedback / Reply
Record skills	Use 'rubrics'
Record experiences	Grade
Create Blogs	Approve
Build Portfolios	Peer review
Complete Workbooks	Blind assess / review
Tag	Archive
Share	Resource
Comment	Converse
Collaborate	Organise
Link to: Dropbox, Google, Badges	Report
Upload...	External assessors
Keep!	

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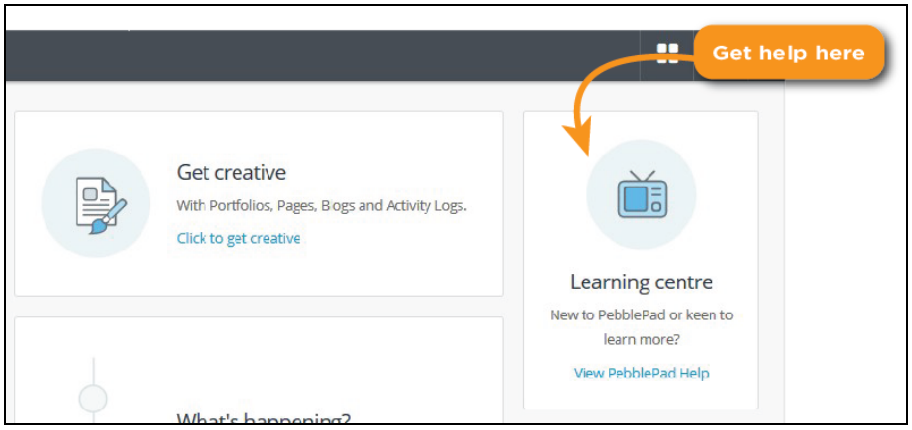
Where to find Help

The best place to find help is via PebblePad's Learning Centre. It's where you will find tip sheets and short video files. The remainder of the help is contextualized within the system, and is easily located wherever you are doing your work.



Top tip

Throughout Pebble+ look for the Help Clicking on this will open a panel that contains a series of short animations to provide you with more information about the feature or tool you are working in.

Online resources and further help

PebblePad's help is built into the system. Go to the Learning Centre for 'how to' tipsheets and video files. The rest of the help is contextualized and found within the system.

Video help covers:

- PebblePad in a nutshell
- Pebble+ Home
- Navigating PebblePad
- The important stuff
- Templates and workbooks
- Get creative
- Sharing with others
- How to add links and format text
- Reflecting
- Planning

Tipsheets cover:

- Pebble+ Navigation Basics
- How to Share with Others
- Portfolios: Creating, Locating and Editing in V5
- Workbooks: Locating, Using and Editing in V5

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Some common FAQ's

Can PebblePad be accessed externally i.e. outside of the institution?

Yes! PebblePad is fully supported on desktop, mobile devices and now also using the new PebblePocket.

Are there any size limitations when uploading a file into Pebble+?

There are no size limitations when uploading a file into Pebble+. All files are compressed and formatted during the upload process. It is important to note that very large files may take a long time to upload, especially if you are on a slow internet connection. Sometimes the upload process will timeout before it is complete. If this happens you will need to go through the upload steps again and perhaps move to a better internet connection.

Note:

It is always better, where possible, to reduce the size of your file before uploading. This will make the upload process more efficient for you and will make it easier for anyone you share with to download and view your files.

Can I work offline?

No. PebblePad is fully online system and requires an active internet connection at all times in order for you to save your work. However, you can download the PebblePocket app and create assets to upload to your PebblePad account at a later date.

I want to upload some video to PebblePad, are there any file size limitations I should know about?

Unless there is a specific limit on file sizes set by the institution there is no limit on the size of files you can upload to the server, although the size of the file you can upload depends on your connection speed. The server opens a connection for a fixed period of time and so the size of the file you can upload depends on amount of data you are able to transfer in that time.

One thing to remember when putting large files into your account is the kind of connection that the person viewing any shared files/assets might have. If they have a slow connection speed then viewing large files will inevitably take longer than smaller ones.

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Can I use PebblePad on my Smartphone/Tablet computer?

YES**!** You can login to Pebble+ using the browser of any smartphone or tablet device. Pebble+ will look different, depending upon the device that you are using. Tablets will open Pebble+ in the **HTML** version which includes almost all the functionality of the full version except template and workbook builder and CV builder. Smartphones will open Pebble+ in the Mobile version. This is a light-weight version of Pebble+ that allows you to upload files (if your smartphone has a file manager) and create basic assets from the Add New menu. You can also view, share, publish and submit assets on your smartphone. For more information about the **HTML** and **Mobile versions** go to the relevant section in Pebble+ Help.

Or download the PebblePocket App and use on the go.

ATLAS will open as normal on any device with a browser.

Can I print my assets in case someone wants a paper copy?

YES! Any asset can be printed either from Organise > Print in your Asset Store or from the Do More button at the top left corner of an open asset. The asset will be turned into a PDF and you have the option to also print linked assets, comments, feedback, and attached PDF documents.

Can I complete a workbook on my Tablet?

YES! If you have a windows tablet that supports Flash you can use the full Flash version of Pebble+ and do everything you can do on your desktop or laptop computer, including completing workbooks. If you have a tablet that does not support Flash you will be directed to the HTML Pebble+ interface which also allows you to complete workbooks. You can do most things in the HTML interface except build new templates and workbooks and build CVs. For more information go to **Pebble+ Help** and the **HTML Help section**.

Why are students unable to submit assets to a workspace?

If students are unable to **submit to a workspace** there will be a red cross showing next to the workspace in the share options. There are a number of reasons why students might be unable to submit:

1. He or she has already submitted the work once - any asset can only be submitted once to a workspace. Once submitted, a live link is established between the workspace and the asset in the student's Asset Store. This live link means that any changes students make to the asset are visible on the workspace without having to submit again. If students click on the blue 'i' it will tell them that they have already submitted this piece of work.
2. He or she is trying to submit the wrong asset type - a workspace can be set to only accept particular asset types. If the workspace has been set to accept workbooks and students are trying to submit a webfolio they will be unable to submit. Information about the accepted asset types, if restrictions apply, should be made clear to students in the Subject Outline and in the i2 site.
3. He or she has already submitted the maximum number of permitted submissions - a workspace can be set to only accept a certain number of submissions per member. If the workspace has been set to accept two submissions per member and the student is trying to submit a third piece of work the student will be unable to submit. If there is a restriction on the number of permitted submissions this information should be made clear to students in the Subject Outline and in the i2 site.
4. The submission deadline has passed - deadlines can be set for a workspace and if the submission deadline has passed students will be unable to submit. If submission deadlines have been set within the workspace, this information should be made clear to students in the Subject Outline and in the i2 site.

Can I connect my PebblePad Asset Store to other file stores?

YES! You can connect your Pebble+ to Google Drive, Mozilla Backpack, SkyDrive, DropBox or other PebblePad accounts.

Once connected you will see the name of the service you have linked under Stores in your Asset Store. When you click on this all the items in you have in that account will be listed. You can link to items inside any of these external services or add media items to assets without having to upload them into Pebble+. To connect to one of these 'External Services' follow the PebblePad Plus help guide.

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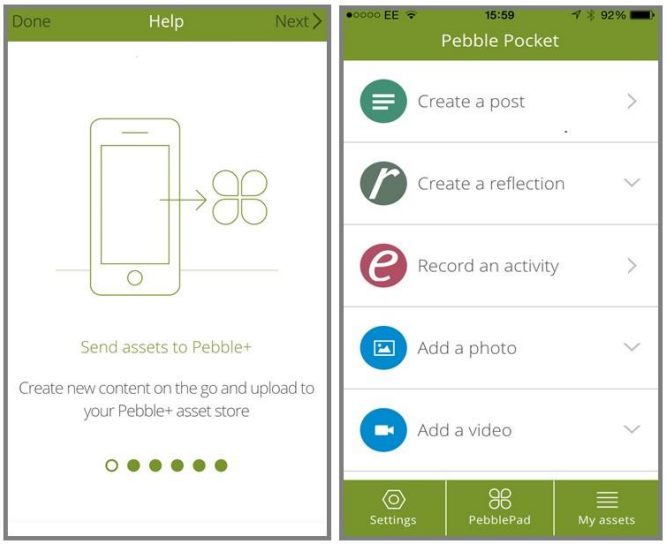
PebblePocket

PebblePocket is an app powered by PebblePad that lets you quickly create assets on the go. It allows you to edit and save the mobile assets on your device and send them to your Pebble+ asset store.



PebblePocket can be used to:

- Create simple records of your learning using post, reflection or activity templates
- Add photos or videos
- Save, edit or remove your mobile assets on the device
- Send your assets to your Pebble+ asset store
- Link to your PebblePad account so you can also use the app to launch PebblePad in your device's browser

You can download the app via the App Store (iOS) and Google Play Store (Android) for devices with the following mobile operating systems:

- iOS 7.1.2 and above
- Android 4.2.1 and above

By downloading and logging in with PebblePocket, you are allowing the app to access the following on your device:

- Internet connection information
- Photo/Media/Files
- Camera/Microphone

You will need to log into your account via the app in order to send assets to your Pebble+ asset store, once you have logged in, you do not need to enter your account details the next time you send asset via the app.

Note: Wifi or Mobile Network connectivity is required when logging into your PebblePad account and when sending assets to your Pebble+ asset store.

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Additional Resources

Go to the PebblePlus Learning Centre for more contextualised help. Please note the online help for v5 is as contextualised as possible. So it is right at your fingertips when you need to access it. The Template, Workbook and Portfolio builders as well as Collections, Activity Logs, Blogs and Asset/Resource Stores have this kind of contextualized help available.

Learn the lingo, by learning the glossary of terms used in PebblePad, so you can talk like a pebbler!

For those of you who like to read your information, this link will take you to the PebblePad help site for Pebble+. The files for ATLAS especially will be very useful to read.

Please note, most of the help for v5 is contextualized and contained within PebblePad itself. However, there are some FAQ's available online, which were predominantly written for V3, although many are still relevant for the current version.

Keep up-to-date with movements in PebblePad via their Facebook page.

Please note, the official PebblePad YouTube channel is available here: https://www.youtube.com/user/ThePebblePadChannel

For additional pedagogical or how to help for PebblePad v5, please log a job via the DSL SRS system. For any technical or access issues, you can also log a job online via DIT's Online Self Service.

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