

OERColorado

Group Admin



What is OERColorado? Who is ISKME?



At the **OERColorado Microsite** you can:

- search, save, share and create new open access educational resources.
- connect with fellow teachers, practitioners, and instructional designers from within your school, district, and state
- leverage professional learning communities and resources to guide you on your OER journey



Institute for the Study of Knowledge Management in Education

ISKME's OER initiatives aim to grow a sustainable culture of sharing and continuous improvement among educators at all levels. OER Commons offers a comprehensive infrastructure for curriculum experts and instructors at all levels to identify high-quality OER and collaborate around their adaptation, evaluation, and use to address the needs of teachers and learners. Diving into OER Commons is an exciting opportunity to collaborate with other educators and learners, at the forefront of a new educational era.

OERColorado Microsite Visitors vs. Members

All resources are accessible to visitors without an account, but only Colorado educators can create accounts to be approved as members on the site.

Being an **approved member** means that they can add resources, create resources, make groups, leave comments, and more.

OER Colorado has upwards of **350 trusted Colorado education entities** - including all public schools, Colorado regional boards of education, and sublists of other groups such as charter schools or dual credit initiatives.



ALL VISITORS

View all
resources on
OERColorado

COLORADO EDUCATORS

May join as members of OERColorado

View, save and interact with all
resources on OERColorado

Add and create resources

Make and join groups to connect with
fellow educators

Groups collaborate across Microsite *and* Hubs



OERColorado Microsite

Only Colorado public educators can register, become a site member, and belong to groups

OERColorado Hub on OER Commons

Anyone can register, become a member of the Hub and belong to groups

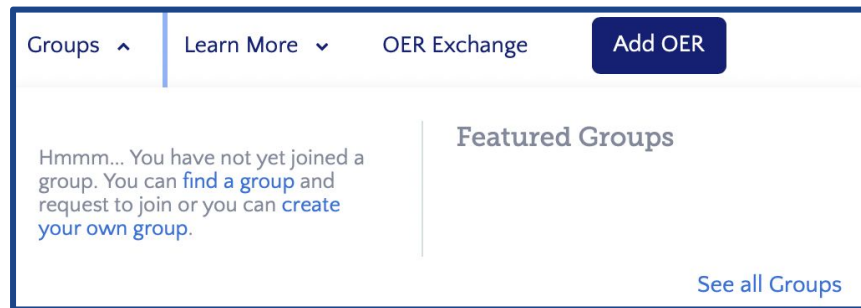
Useful for homeschool, private PK-12 schools and organizational partnerships



Purpose of a Group - Collaboration and Organization

Group Members can:

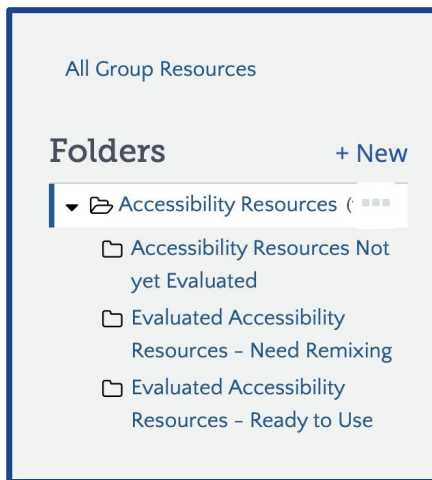
- Create folders and subfolders
- Save resources to folders and subfolders
- Submit resources via web links
- Create resources in Open Author
- Post and reply to discussions
- Find the profiles of other group members
- See “Recent Activity” of the group



Main User Features of Groups

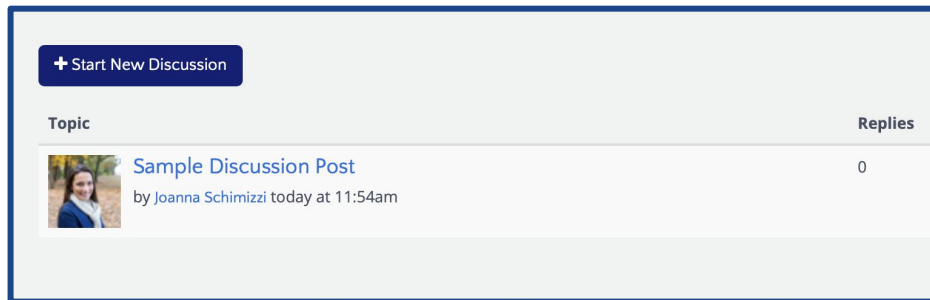
Folders

- Visible to anyone. Only group members can add content or create new folders and subfolders
- Folders, subfolders, pin resources



Discussion Boards

- Visible publicly **or** privately to group members
- Any member can post a discussion and reply
- Group Admin can remove or edit posts
- Discussion boards are searchable



Purpose of a Group - Collaboration and Organization

Group Administrators have additional responsibilities and privileges including:

- Manage Group Membership by sending invites and requiring approval (if desired)
- Approve which resources are added
- Use the Form in the Help Center to request a Group be also displayed on a specific Hub

Microsite and Hub Administrators have different access and can:

- Add Groups to also be placed on specific Hubs to:
 - Improve organization and discoverability
 - Send Hub Announcements via email
 - Access Hub Analytics information on group member and resource engagement

How to manage a Group

The screenshot shows the 'Manage Group' interface for a group named 'Test'. The group has 1 member and 0 affiliated resources. The interface includes a 'Contribute to this Group' dropdown menu with options 'Submit from Web' and 'Open Author'. A 'Manage Group' button is located below the group profile picture. The 'Membership Control' section is highlighted, showing two options: 'Anyone Can Join' (selected) and 'Need Approval'. The 'Resources require approval' checkbox is unchecked. The 'Notification Preferences' section shows the 'Notify me when someone joins this group' checkbox checked. The 'Save Changes' and 'Cancel' buttons are at the bottom.

Test
Test test test
1 member | 0 affiliated resources

Contribute to this Group ^
Submit from Web
Open Author

Leave this group

Manage Group

Group Resources Discussions Members Information Recent Activity

Profile Information
Membership Control
Duplicate Group
Delete Group

General Settings:
Anyone Can Join Need Approval

☐ Resources require approval

Notification Preferences
☒ Notify me when someone joins this group

Save Changes Cancel

This is a screenshot of the “Manage Group” page of an OER Commons group, but it is the same functionality as an OER Colorado group.

1. Users will see this button only after joining the group.
2. The Manage Group button is only available to Group admins. Additional admins can be added at the bottom of this page.
3. Membership control is where group admins can control membership and resource approval.

How to manage group members



⚙️ Manage Group

Example Group

Test

👤 2 members | 📄 85 affiliated resources

Contribute to this Group ▼

Leave this group

Group Resources

Discussion

Members

Information

Recent Activity

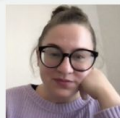
Members of this Group

You are logged in as an Admin. This allows you to delete, add...

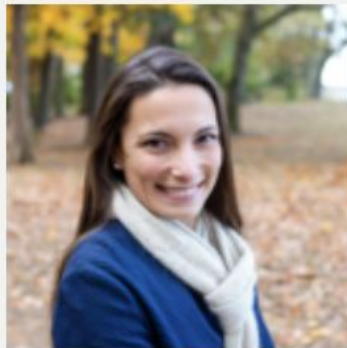
+ Add Member



Joanna Schimizzi •



Lea DeForest



Joanna Schimizzi ✕

Click on the member's name to visit their profile page.

This is a screenshot of the **Group Members** page an OER Colorado group.

You can find the list of group members by clicking on the **"members"** tab.

Caution: It's very easy to accidentally delete a group member. You will delete the member if you click on the **black dot** next to their name.

Need additional help?

Step 1: Click the “Support” button on the *OER Colorado* home page and a pop-up will appear.

Step 2: Explore the Help Articles.

Step 3: Complete and submit the Help & Support pop-up form.

Discover ▾ Hubs ▾ Groups ▾ Learn More ▾ OER Exchange

Help & Support

Search Articles 🔍


✕

✉ Your Email *

🔍 Subject *

B *I* U ☰ ☷ ⚡ ⚡ ⌨

Select an Issue * ...

☐ I'm not a robot  reCAPTCHA
Delivering Trust

[Help Desk Software](#) by Freshdesk Support Desk
[Privacy Policy](#)

Send Feedback

Click “Support”

Colorado's microsite for Open Educational Resources, where PK-12 educators are empowered to use openly licensed digital resources.

What are you looking for? 🔍

Subject ▾

Education Level ▾

Standard ▾

Search

Fine tune your search with our [advanced search](#).