

Vidyadaan Manual

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Vidyadaan is a way of sourcing content from Organisations or individuals in an organized and coordinated manner

Objective: To utilise the Vidya Daan portal to invite organisations and individuals to contribute content for students in a systematic manner, mapped to the respective taxonomy.

There are 5 main portal with different functionalities as mentioned below



Sourcing Organisation Admin



Sourcing Organisation Reviewers



Contributing Organisation Admin



Contributing Organisation Contributors



Contributing Organisation Reviewers



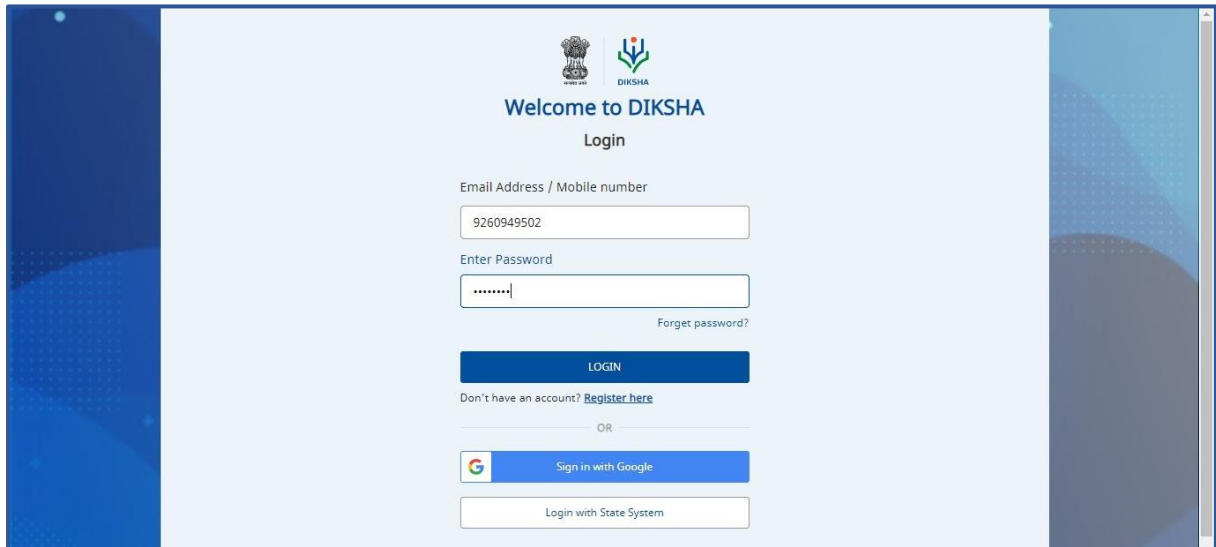
Individual Contributors

2. Contributing Organisation Portal

2.2. Contributing Portal (for Individual Contributors / Contributors of Organization)

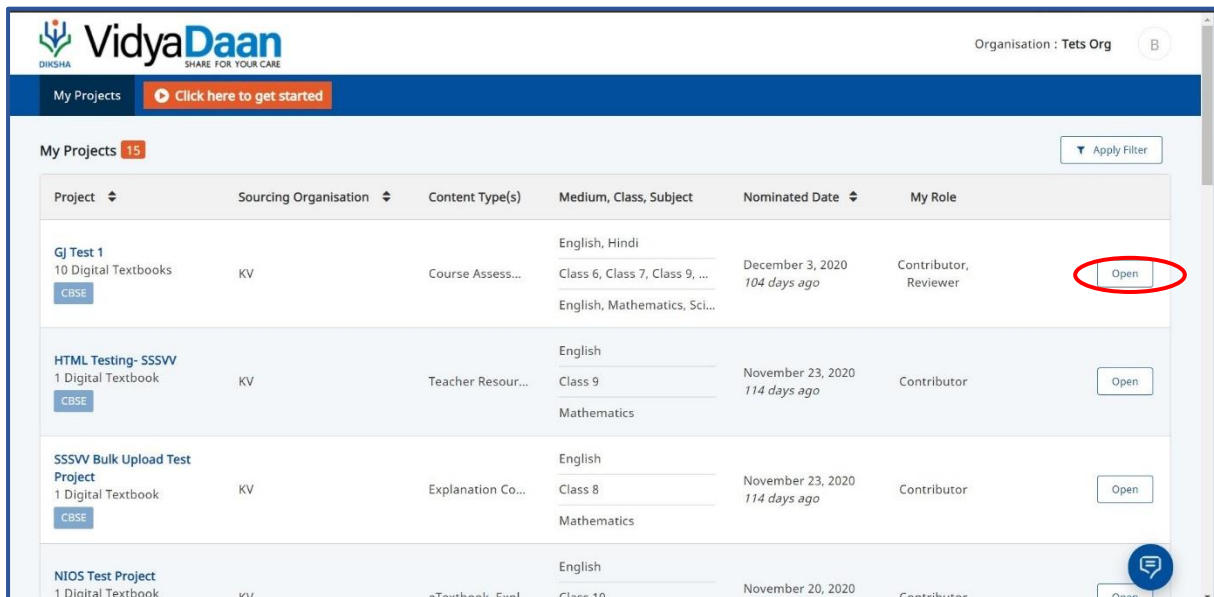
The process for contributing content is same for a **Contributor of an organization** and an **Individual Contributor**.

Step 1: Log in to DIKSHA using the credentials used for signing up



The following page will open. All the projects for which the roles have been assigned to you will be listed.

Step 2: Click on **Open** corresponding to the project.



Project	Sourcing Organisation	Content Type(s)	Medium, Class, Subject	Nominated Date	My Role	
GJ Test 1 10 Digital Textbooks CBSE	KV	Course Assess...	English, Hindi Class 6, Class 7, Class 9, ... English, Mathematics, Sci...	December 3, 2020 104 days ago	Contributor, Reviewer	Open
HTML Testing- SSSVV 1 Digital Textbook CBSE	KV	Teacher Resour...	English Class 9 Mathematics	November 23, 2020 114 days ago	Contributor	Open
SSSVV Bulk Upload Test Project 1 Digital Textbook CBSE	KV	Explanation Co...	English Class 8 Mathematics	November 23, 2020 114 days ago	Contributor	Open
NIOS Test Project 1 Digital Textbook	KV	eTextbook, Expl...	English Class 10	November 20, 2020	Contributor	Open

Once this is done, there are multiple methods to upload content for different types of content, let's explore them one by one below.

2.2.1. All Projects (**Only** for Individual Contributors)

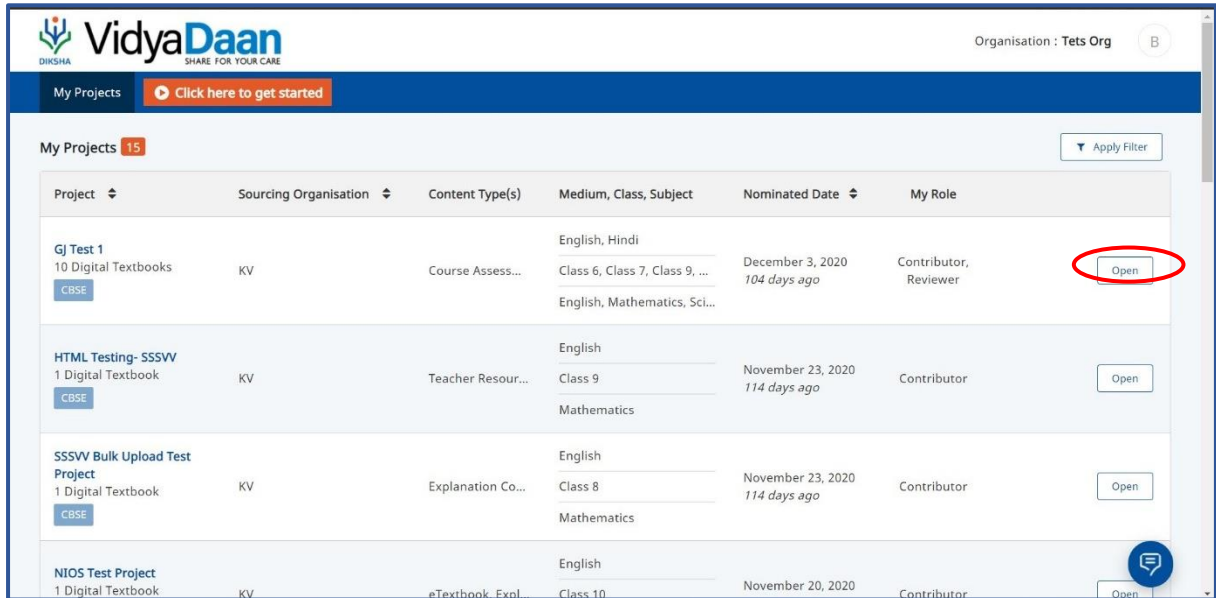
Same as 2.3.1



2.2.2. My Projects

1. **Individual contributors:** The My Project section will contain the projects where nomination has been approved
2. **Contributors of contributing Organisation:** For the contributors of the contributing org this section will contain the list of projects for which the allocation has been provided

View Project Details

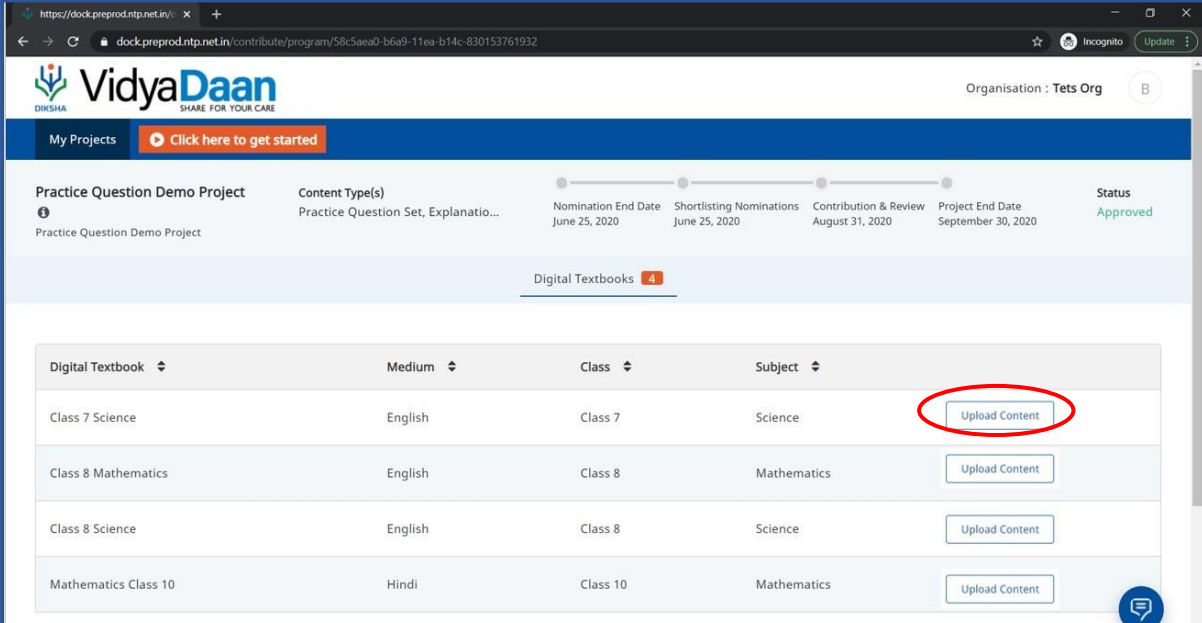


The screenshot displays the 'My Projects' section of the VidyaDaan platform. The header includes the VidyaDaan logo and the tagline 'SHARE FOR YOUR CARE'. The user's organization is identified as 'Tets Org'. A navigation bar shows 'My Projects' and a 'Click here to get started' button. Below the header, there is a 'My Projects' section with a filter icon and a count of 15 projects. The main content is a table with the following columns: Project, Sourcing Organisation, Content Type(s), Medium, Class, Subject, Nominated Date, and My Role. The first project, 'Gj Test 1', is highlighted, and its 'Open' button is circled in red. The table lists several projects, including 'HTML Testing- SSSV' and 'SSSV Bulk Upload Test Project'.

Project	Sourcing Organisation	Content Type(s)	Medium, Class, Subject	Nominated Date	My Role	
Gj Test 1 10 Digital Textbooks CBSE	KV	Course Assess...	English, Hindi Class 6, Class 7, Class 9, ... English, Mathematics, Sci...	December 3, 2020 104 days ago	Contributor, Reviewer	Open
HTML Testing- SSSV 1 Digital Textbook CBSE	KV	Teacher Resour...	English Class 9 Mathematics	November 23, 2020 114 days ago	Contributor	Open
SSSV Bulk Upload Test Project 1 Digital Textbook CBSE	KV	Explanation Co...	English Class 8 Mathematics	November 23, 2020 114 days ago	Contributor	Open
NIOS Test Project 1 Digital Textbook	KV	eTextbook, Expl	English Class 10	November 20, 2020	Contributor	Open

Create Practice Content

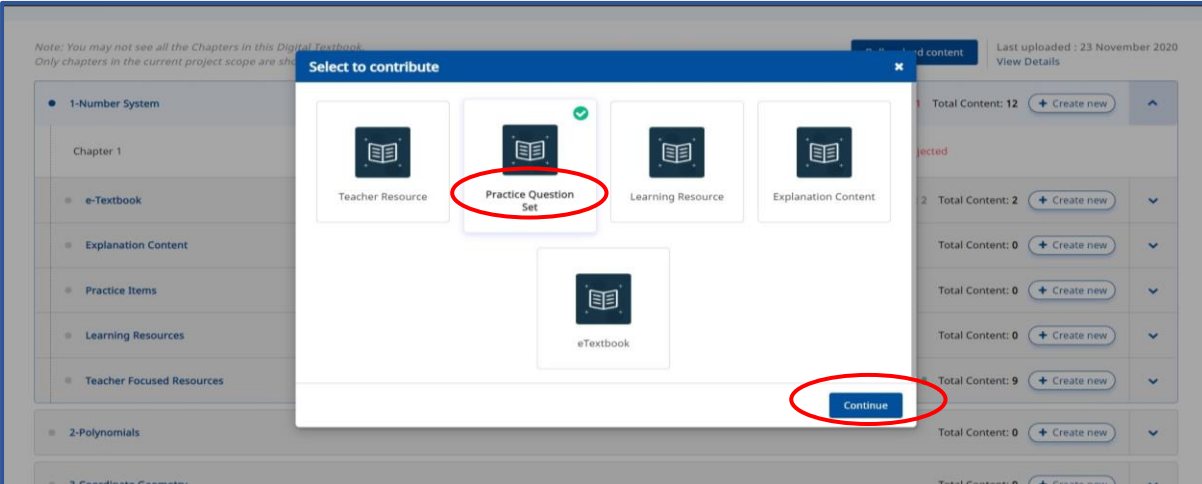
Step 1: Click on 'Upload Content' corresponding to the textbook for which you want to upload content



The screenshot shows the VidyaDaan website interface. At the top, there is a navigation bar with the VidyaDaan logo and the tagline "SHARE FOR YOUR CARE". Below this, there is a section for "Practice Question Demo Project" with a progress bar and various dates. A table titled "Digital Textbooks" lists four entries. The "Upload Content" button for the first entry, "Class 7 Science", is circled in red.

Digital Textbook	Medium	Class	Subject	Upload Content
Class 7 Science	English	Class 7	Science	Upload Content
Class 8 Mathematics	English	Class 8	Mathematics	Upload Content
Class 8 Science	English	Class 8	Science	Upload Content
Mathematics Class 10	Hindi	Class 10	Mathematics	Upload Content

Step 2: Select the Practice Question Set and click Continue

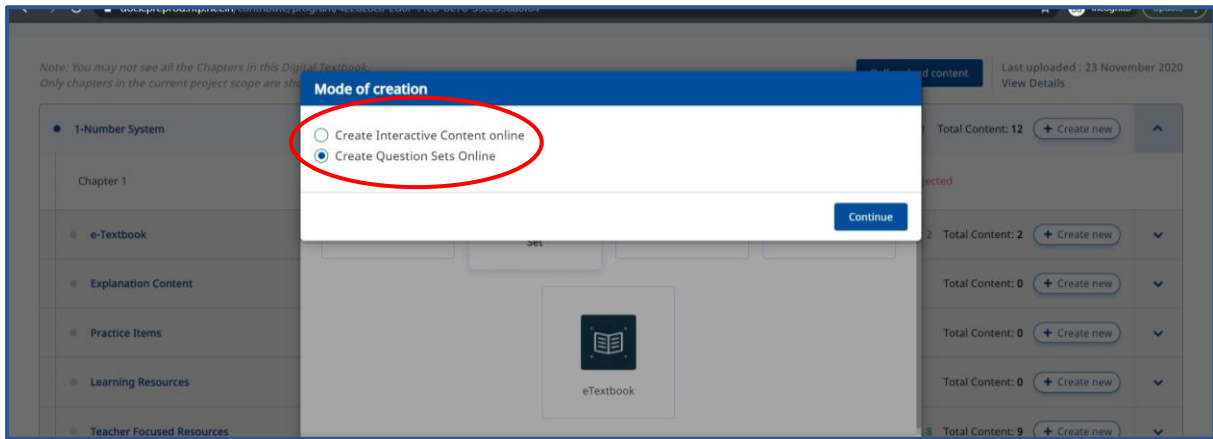


The screenshot shows a "Select to contribute" dialog box. It contains five options: "Teacher Resource", "Practice Question Set", "Learning Resource", "Explanation Content", and "eTextbook". The "Practice Question Set" option is circled in red, and the "Continue" button at the bottom right is also circled in red.

Step 3: You will be presented with the following two options

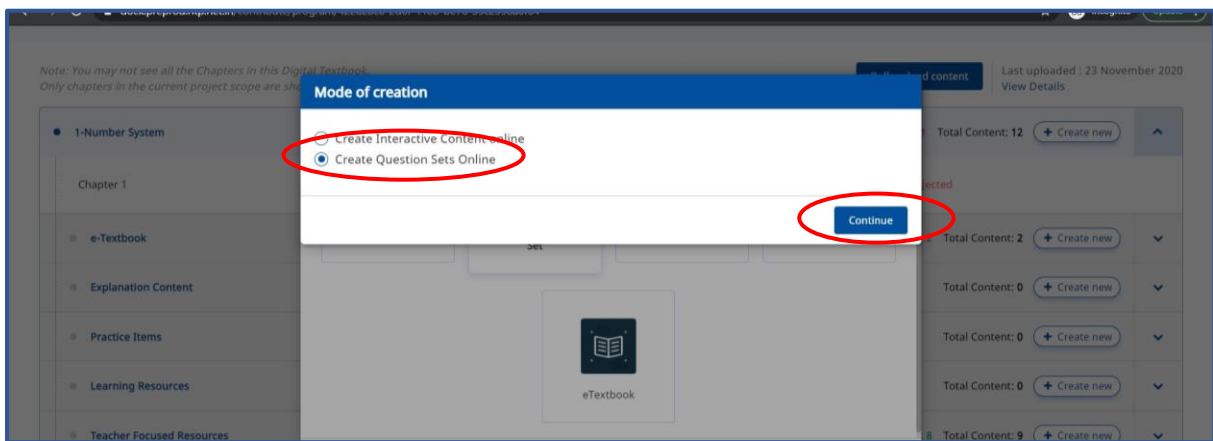
- 1 Create Question Set Online
- 2 Create Interactive Content online

Let's discuss them one by one



B.1. Create Question Set Online

Step 1: Select Create Question Sets Online and click Continue



The following options will be presented to select the question type,

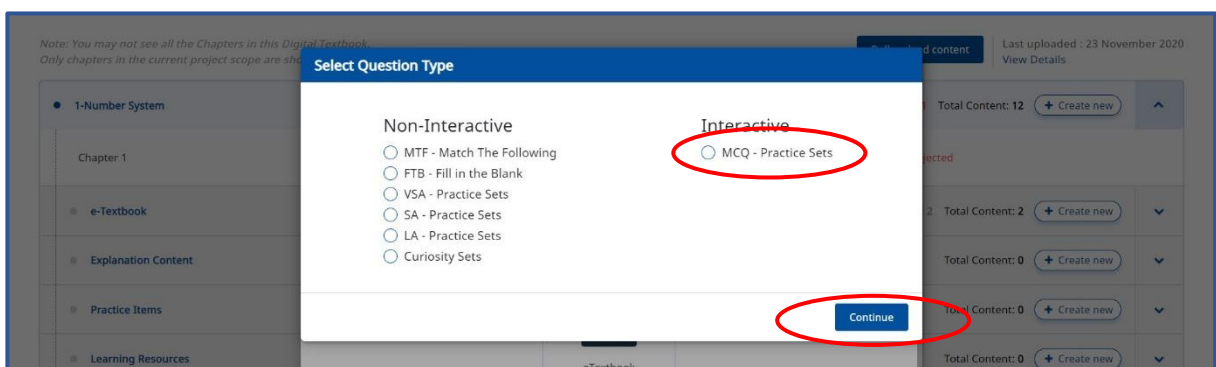
- 1 Interactive
- 2 Non-interactive

Let's begin with (i) ***Interactive***

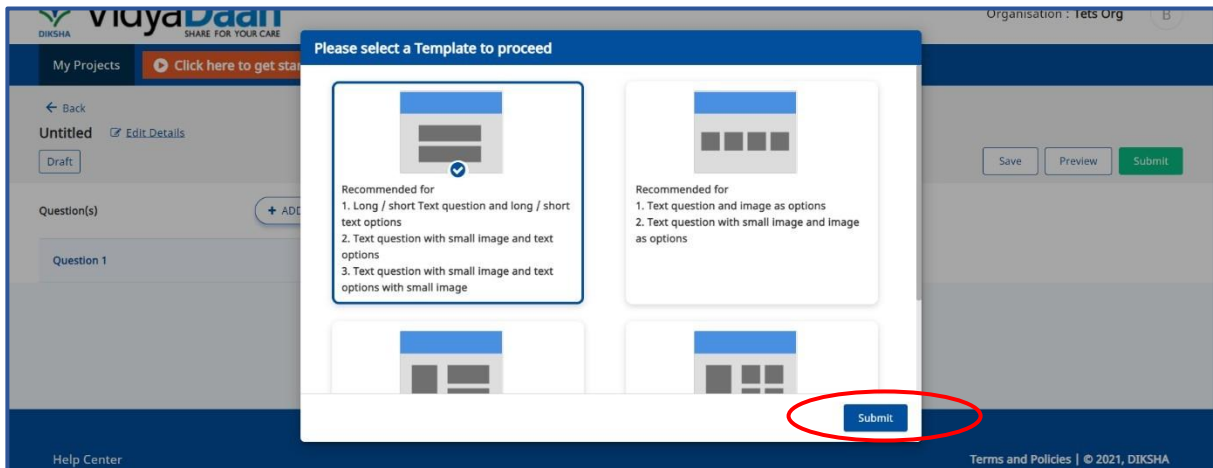
B.1.1. Interactive

Step 1: Select MCQ-Practice Set

Step 2: Click on Continue

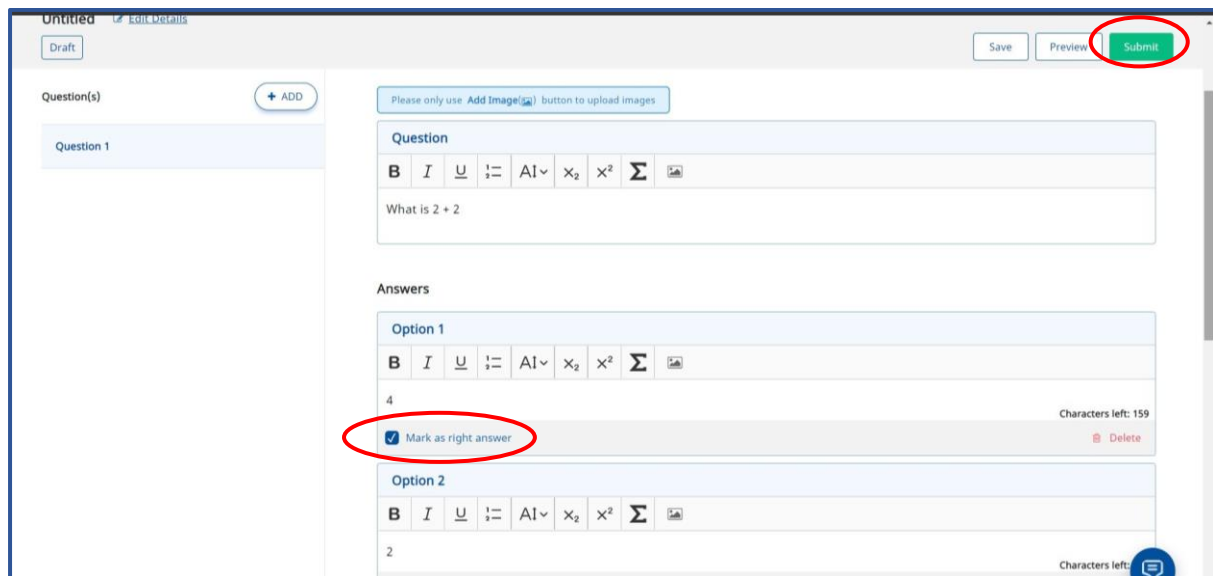


Step 3: Once you select the 'MCQ' option. You will get a pop-up with 4 options, select the any option, click on Submit.



Step 4: It will open the option for you to type the question. There are options to insert symbols as well as images can be uploaded for questions and answers both. Under the correct answer select the box which says 'Mark as right answer'

Step 5: Click on **Submit**



Step 6: Enter the requested details and click on **Submit**

VidyaDaan SHARE FOR YOUR CARE

Organisation : Tets Org

My Projects [Click here to get started](#)

Back [Edit Details](#)

Untitled [Draft](#)

Question(s) + Add

Question 1

Edit details

Name*
Name

Learning Outcome :
Select one

Attributions ⓘ

Author ⓘ
BOOK_CREATOR

Copyright and Year* ⓘ
Copyright

License:* ⓘ CC BY 4.0

Content Additional Categories
Select...

I agree that by submitting / publishing this Content, I confirm that this Content complies with prescribed guidelines, including the Terms of Use and Content Policy and that I consent to publish it under the Creative Commons Framework in accordance with the Content Policy. I have made sure that I do not violate others' copyright or privacy rights.

Submit

Save Preview Submit

Characters left: 0

Following confirmation message will appear

VidyaDaan SHARE FOR YOUR CARE

Organisation : Tets Org

My Projects [Click here to get started](#)

Back

Test Book- SSSW
Mathematics • Class 9

Contributions

Total	13	13	0	1
		My Content	Rejected	Review in Progress

Select chapter(s)
All Chapter(s)

Note: You may not see all the Chapters in this Digital Textbook. Only chapters in the current project scope are shown

Bulk upload content Last uploaded : 23 November 2020 View Details

1-Number System Draft: 3 Review Pending: 1 Approved: 8 Rejected: 1 Total Content: 13 + Create new

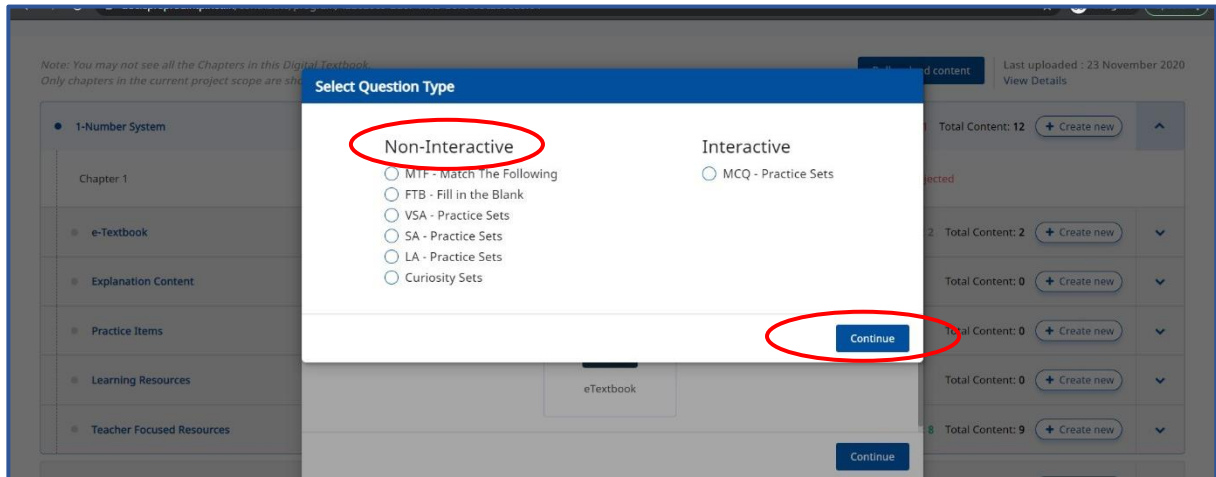
Content Sent For Review

B.1.2. Non-Interactive Content

The process for creation questions for all the Non-Interactive content is the same, hence only one sample process will be explained in this manual.

Step 1: Select VSA-Practice Set

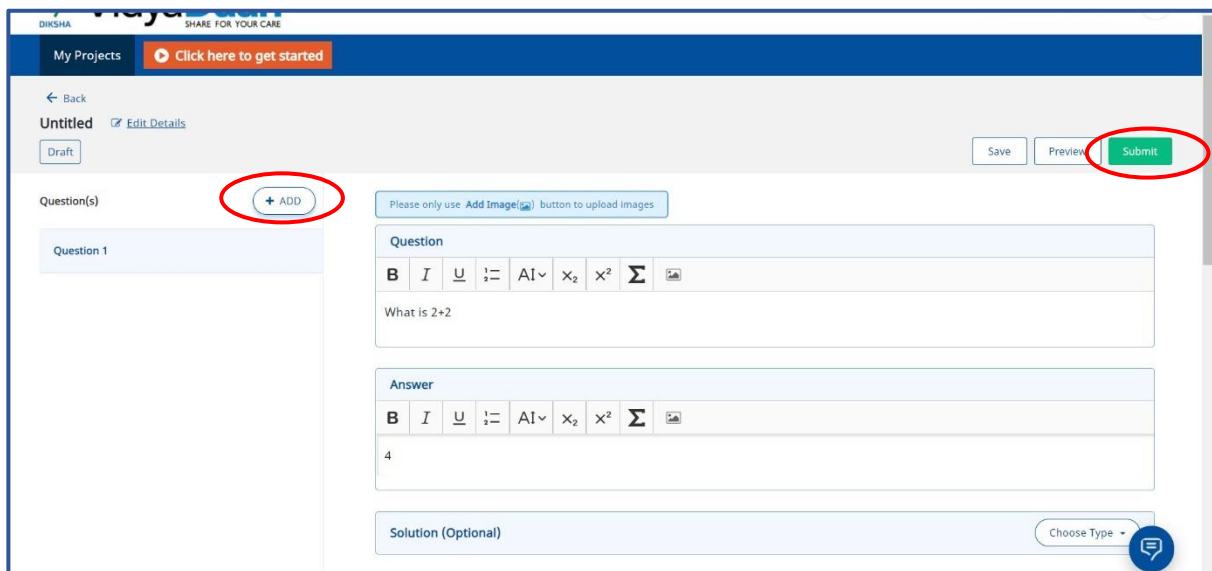
Step 2: Click on Continue



Step 3: Enter the question and answers in the respective boxes

Step 4: Click on Add, to add more questions to the set

Step 5: Click on Submit once all the questions are added



Step 6: Enter the requested details and click on **Submit**

VidyaDaan SHARE FOR YOUR CARE

Organisation : Tets Org

Edit details

Name*

Learning Outcome :

Attributions

Author

Copyright and Year*

License:*

Content Additional Categories

* I agree that by submitting / publishing this Content, I confirm that this Content complies with prescribed guidelines, including the Terms of Use and Content Policy and that I consent to publish it under the **Creative Commons Framework** in accordance with the **Content Policy**. I have made sure that I do not violate others' copyright or privacy rights.

Submit

Following confirmation message will appear

VidyaDaan SHARE FOR YOUR CARE

Organisation : Tets Org

Content Sent For Review

My Projects [Click here to get started](#)

Back

Test Book- SSSV
Mathematics • Class 9

Contributions

Total	My Content	Rejected	Review in Progress
13	13	0	1

Select chapter(s)
All Chapter(s)

Note: You may not see all the Chapters in this Digital Textbook.
Only chapters in the current project scope are shown

Bulk upload content Last uploaded : 23 November 2020
View Details

1-Number System

Draft: 3 Review Pending: 1 Approved: 8 Rejected: 1 Total Content: 13 [+ Create new](#)

B.2. Create Interactive Content online

Step 1: Select **Create Interactive Content online** and click on **Continue**

VidyaDaan SHARE FOR YOUR CARE

Organisation : Tets Org

Mode of creation

Create Interactive Content online

Create Question Sets online

Continue

My Projects [Click here to get started](#)

Back

Class 8th Textbook
Mathematics • Class 8

Select chapter(s)
All Chapter(s)

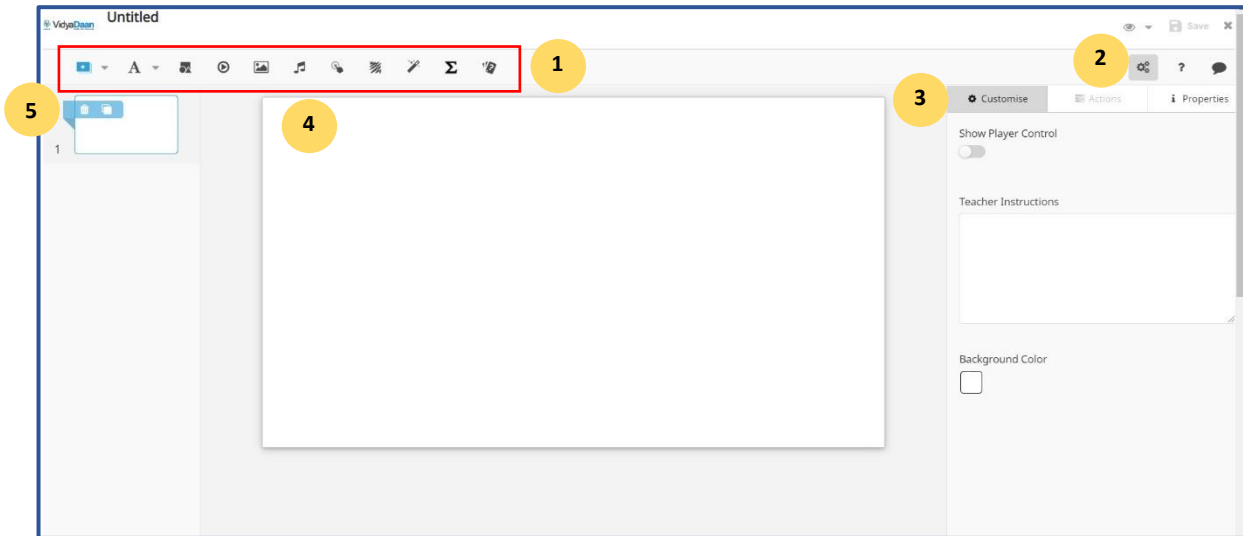
Note: You may not see all the Chapters in this Digital Textbook.
Only chapters in the current project scope are shown

Bulk upload in progress
View Details

Rational Numbers

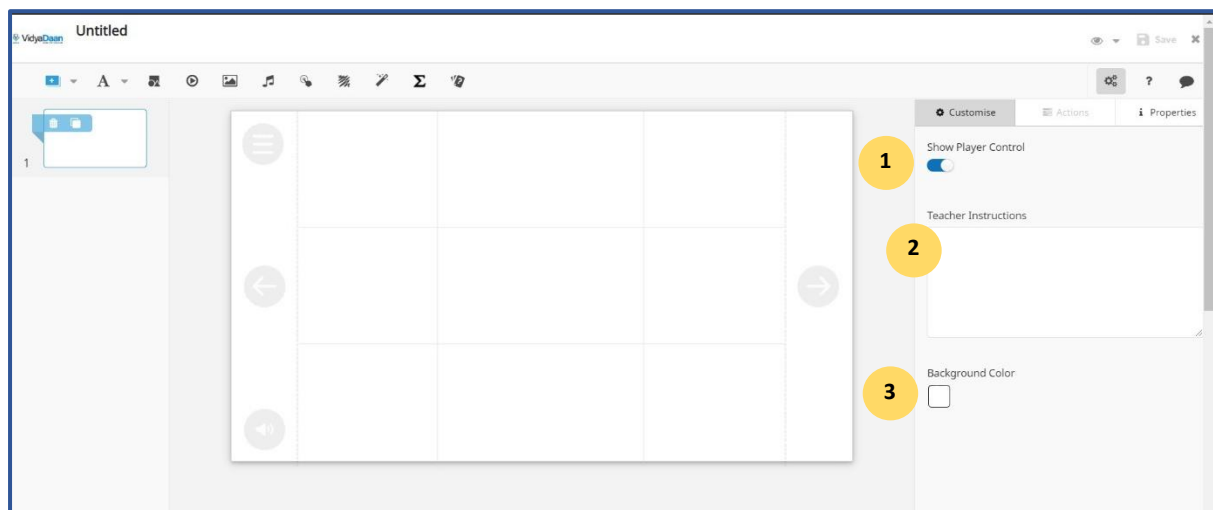
Draft: 39 Review Pending: 8 Not Accepted: 13 Approval Pending: 4 Approved: 6 Rejected: 2 Corrections pending: 2 Total Content: 74 [+ Create new](#)

The following page will open, let's understand the different tabs in this page, this will help guide us in using the same to create content



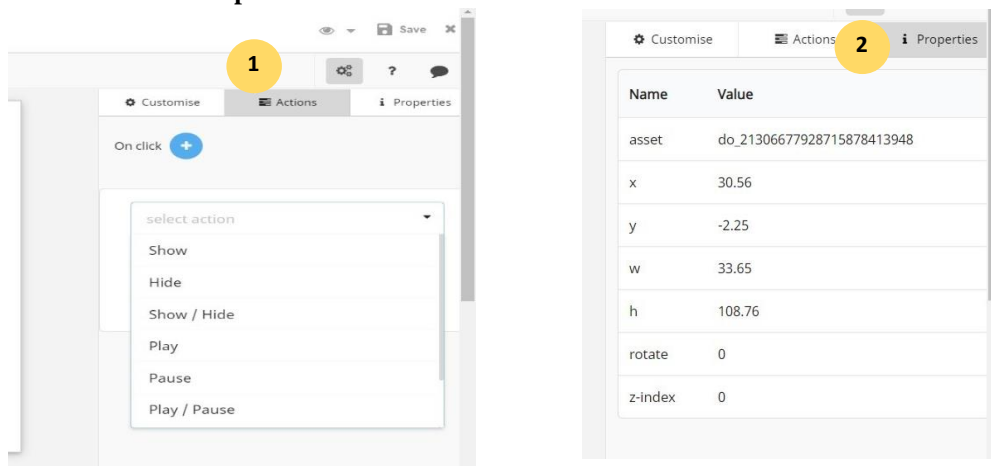
SN	Feature Title	Description
1	Tool Bar	A collection of several tools available to create content resources
2	Preview	A viewer that allows you to see how content will display when published
3	Right Pane	A collection of tabs that allow you to customize defaults for tools from the tool bar, add animation or interactive controls and view information about the slide
4	Working Area	The slide that is currently being worked upon
5	Slide Sorter	Use this area to order your slides

A. Customize Tab and Default Options



SN	Feature Title	Description
1	Show Player Control	A slider button that allows you to view or hide grid lines and the position of player control buttons. This button is not enabled by default. Enabling this option helps you effectively visualize your slide composition
2	Teacher Instructions	A pane to enter notes or instructions to teachers, about the slide content
3	Background Color	Select the background color of the slide from color bar. The default background color is white.

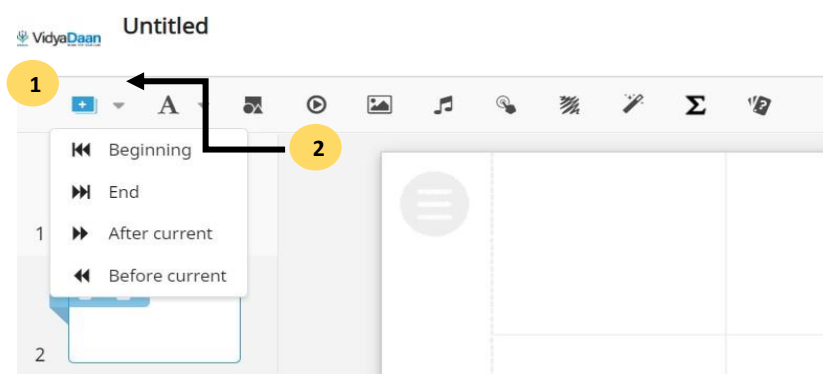
B. Actions Tab and Properties Tab



SN	Feature Title	Description
1	Actions	This tab enables you to add, modify or delete actions to animate objects on the slide. Ensure that you select a target object before you attach an action to it
2	Properties	Properties enables you to view information that the editor automatically adds about the slide and the objects on the slide

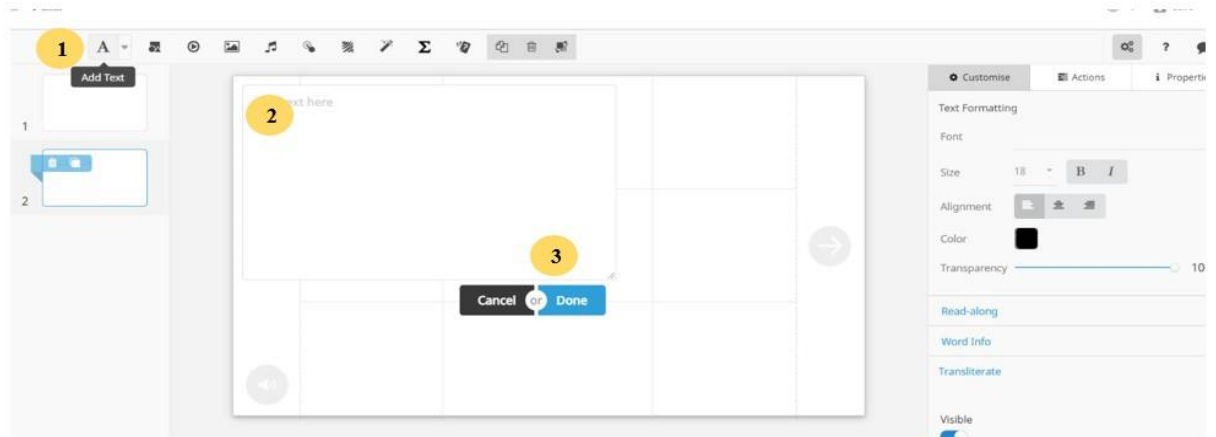
While creating content, you can add shape, slide, rich text, image, audio files, video files, hotspot, scribblepad, question sets and activities using the tool bar. An alignment bar is displayed around any items that are added using the tool bar. You can drag, adjust, align and reshape the items using the bar.

C. Add Slide



SN	Feature Title	Description
1	Add Slide	To add slides, click the Add Slide icon
2	Slide location	Click to add a slide either in the: a) Beginning: as the first slide b) End: as the last slide c) After Current: after the current slide d) Before Current: before the current slide Note: Drag and drop slides in the left page to reorder them

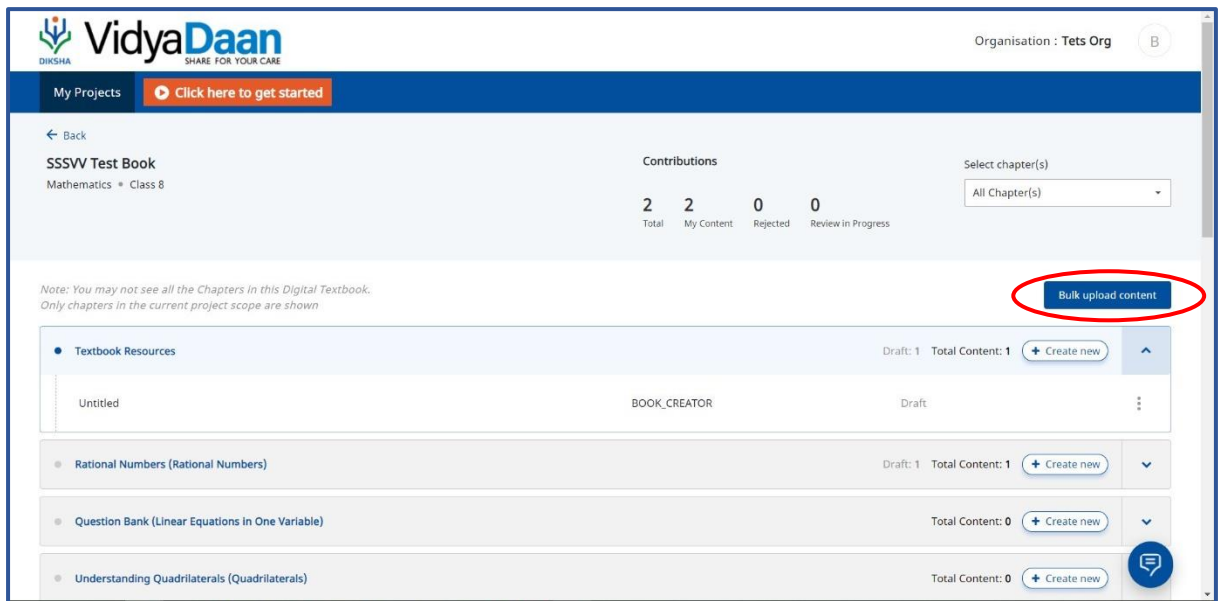
D. Add Text



SN	Feature Title	Description
1	Add Text	Click the Add Text icon
2	Text Box and Text Formatting	Type text into the text box that is added to the slide. You can use different text formatting such as bold, italic, underline, strikethrough, subscript, superscript.
3	Done	Click Done to add the text box or Cancel to remove the text box After clicking Done, you can format and reposition the text box

A. How to bulk upload content

Step 1: Click on the Bulk Upload option within the textbook

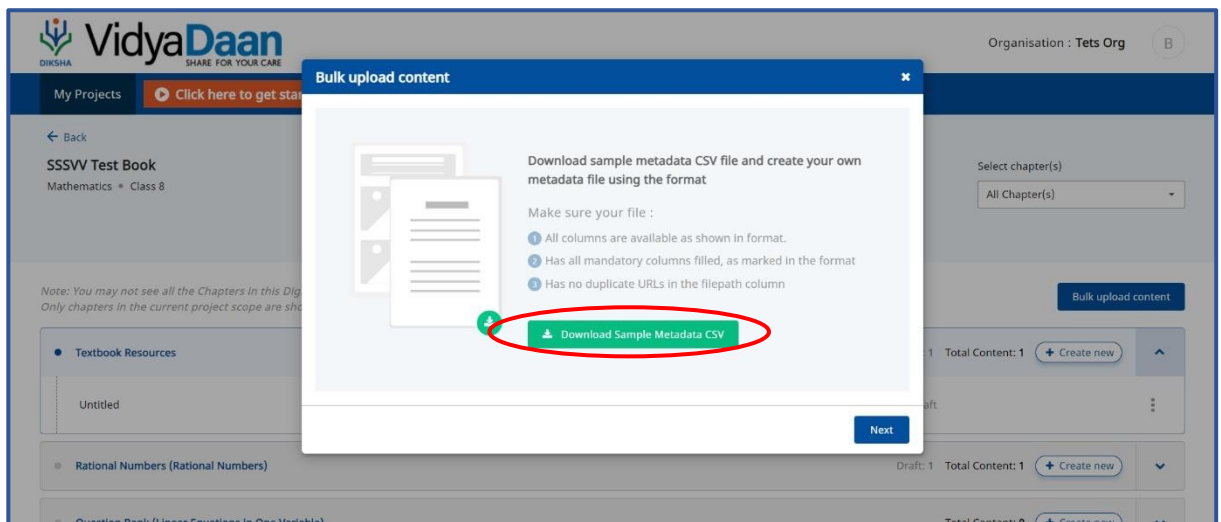


The screenshot shows the VidyaDaan web application interface. At the top, the logo 'VidyaDaan' is visible with the tagline 'SHARE FOR YOUR CARE'. The user is logged in as 'Organisation : Tets Org'. The main content area is titled 'SSSV Test Book' under 'Mathematics - Class 8'. A 'Contributions' summary shows 2 Total, 2 My Content, 0 Rejected, and 0 Review in Progress. A dropdown menu for 'Select chapter(s)' is set to 'All Chapter(s)'. A note states: 'Note: You may not see all the Chapters in this Digital Textbook. Only chapters in the current project scope are shown'. A blue button labeled 'Bulk upload content' is circled in red. Below this, a list of resources is shown, including 'Textbook Resources', 'Rational Numbers (Rational Numbers)', 'Question Bank (Linear Equations in One Variable)', and 'Understanding Quadrilaterals (Quadrilaterals)', each with a 'Create new' button.

Step 2: Click on Download Sample Metadata CSV to download the **format** for uploading content

Step 3: Click on Download Sample Metadata CSV to download the **format** for uploading content

Step 4: Open the CSV file and start entering your details as per the given format.



The screenshot shows the same VidyaDaan interface as above, but with a modal dialog box titled 'Bulk upload content' open in the foreground. The dialog contains the text: 'Download sample metadata CSV file and create your own metadata file using the format'. Below this, it says 'Make sure your file :'. There are three numbered instructions: 1. All columns are available as shown in format. 2. Has all mandatory columns filled, as marked in the format. 3. Has no duplicate URLs in the filepath column. A green button labeled 'Download Sample Metadata CSV' is circled in red. A 'Next' button is also visible at the bottom right of the dialog.

Note: The description of the content to be added is mentioned in **Row 2**

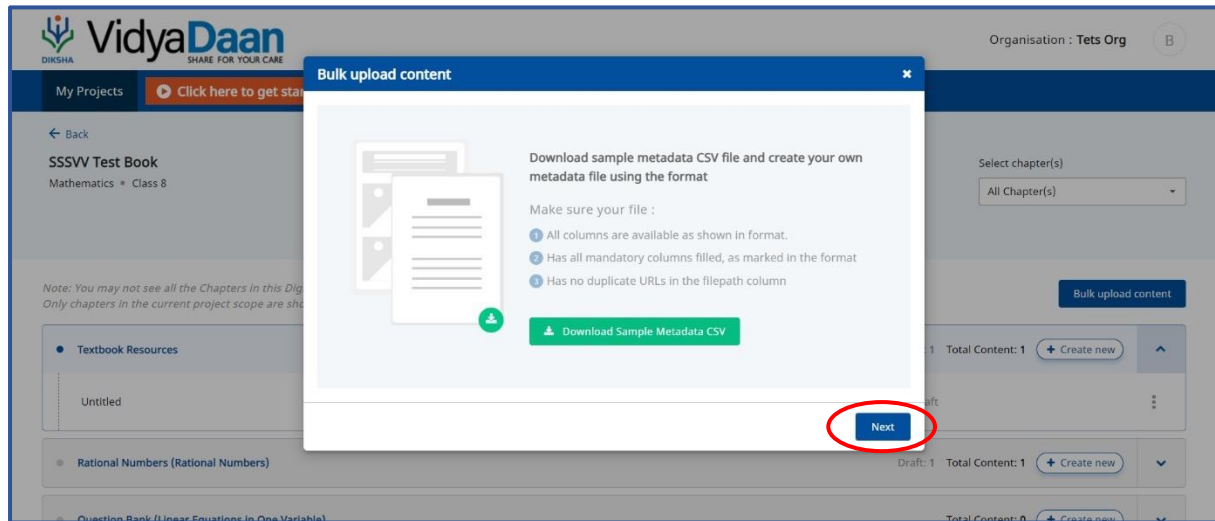
Row 1: Title Bar															
Name of the Content	Description of the content	Keywords	Audience	Author	Copyright	License	Attributions	Icon File Path	File Format	File Path	Content Type	Level 1 Textbook Unit	Level 2 Textbook Unit	Level 3 Textbook Unit	Level 4 Textbook Unit
Upto 200 or 250 characters. Ideally less than 60 characters (Please enter the text)	Upto 400 or 500 characters. Ideally 160 to 200 characters. (Please enter the text)		Student Or Teacher Or Administrator	The person or organization who has authored the content	Person or Organization who owns the copyright. Default name is DIKSHA tenant.	One of the supported licenses in DIKSHA. If this is empty, default to the default license configured for the tenant	List of persons or organizations who have contributed to this content.	Publicly accessible URL of the Icon file. A square thumbnail that helps identify the content easily. All images need to be in 1:1 (Square dimension) so that they do not get distorted. Min 128 x 128 px and Max 1 MB file size.	PDF HTML EPUB H5P Video (mp4 and webM)	Publicly accessible URL of the file. File size limits: 50 MB for all file types (Except video) 15 GB for videos	List of valid content types This is a mandatory field.	Chapter Name as per ToC	Folder Name (If applicable)		
<p>Row 2: Description of the column content titles</p> <p>Note: This row must be deleted at the time of upload</p>															

Sample of the CSV with content filled

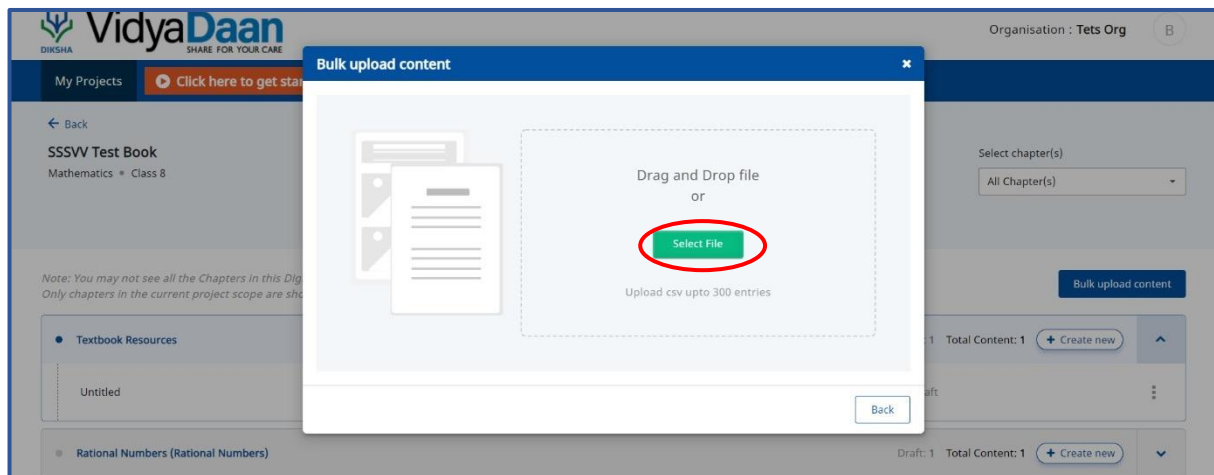
Name of the Content	Description of the content	Keywords	Audience	Author	Copyright	License	Attributions	Icon File Path	File Format	File Path	Content Type	Level 1 Textbook Unit	Level 2 Textbook Unit	Level 3 Textbook Unit	Level 4 Textbook Unit
Chapter 1-Lesson Plan	Lesson Plan		Teacher	XYZ	NCERT	CC BY 4.0		https://drive.google.com/file/d/1mHjblAPvKLDLPgYynZlt9DrWva8k0TKL/view?usp=sharing	PDF	https://drive.google.com/file/d/1y0LHZPaooVr6nR6DRxAx7ab2sXf717tW/view?usp=sharing	Explanation Content	Rational Numbers			
Chapter 2-Lesson Plan	Lesson Plan		Teacher	XYZ	NCERT	CC BY 4.0		https://drive.google.com/file/d/1mHjblAPvKLDLPgYynZlt9DrWva8k0TKL/view?usp=sharing	PDF	https://drive.google.com/file/d/1uERWMeLnt3QlnwEox9jrKbGGGfDo8Chsv/view?usp=sharing	Explanation Content	Understanding Quadrilaterals			

Step 5: Save the file, go back to VDN page

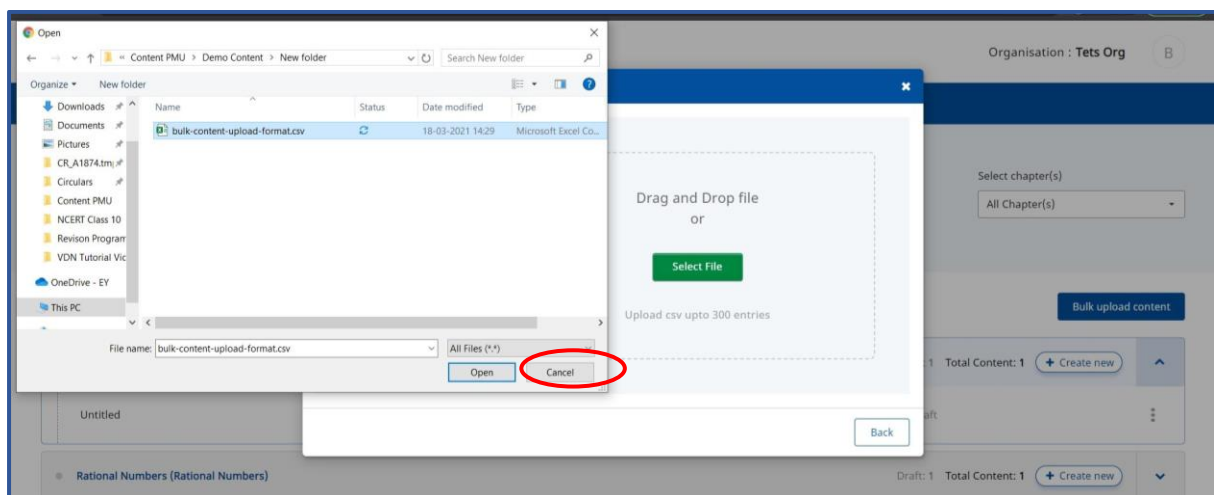
Step 6: Click on Next



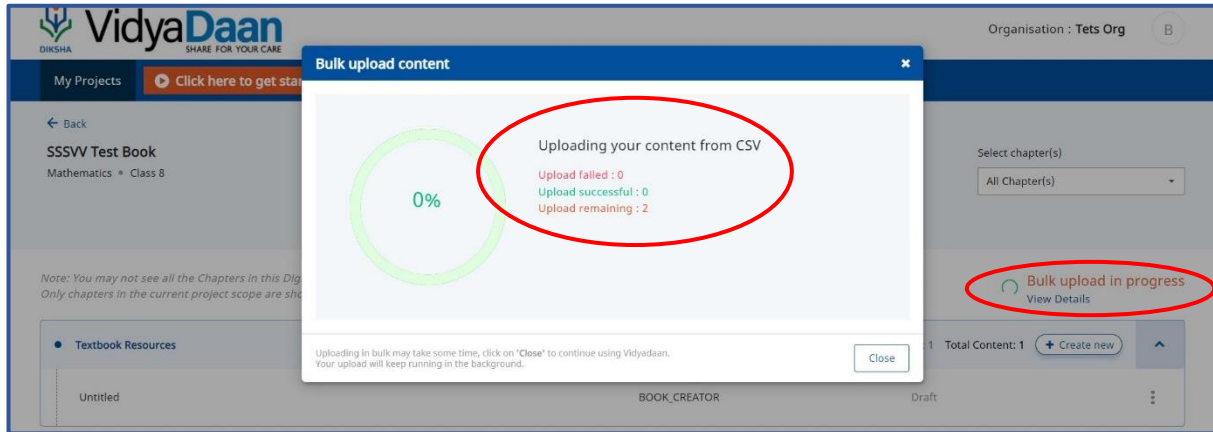
Step 7: Click on Select File



Step 8: Select the file as shown below, and click on **Open**



Step 9: The process for upload has begun



Once the upload is completed, the following confirmation message will appear,

