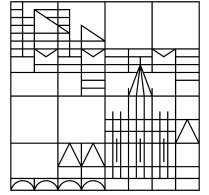


Opt-in precondition for accessing ILIAS content

Universität
Konstanz



**Documenting consent to data processing
(as per the data protection information) and
giving access to content as a result**

Compiled by the ILIAS team at the University of Konstanz

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How to set up the opt-in precondition in ILIAS

Goal:

- Course participants should be given access to specific course content, e.g. web conferences, after consenting to the data protection information. The opt-in precondition documents such consent.

Steps:

- Add a **test** (test item) with only a single question about consenting to the data protection information. The test is “passed” when participants answer the “**single answer**” question by choosing the “**consent**” option.
- Use the “**availability**” option to limit access to any ILIAS item (e.g. the BBB videoconferencing item or a link to a WebEx or Zoom videoconference).
- You can change the settings so that this content only becomes visible after the test is “passed”.
- Students can complete the test **as often as they like**, meaning that they can withdraw their consent at any time. Their ability to access the respective content will, however, change as a result.
- The results of every test are **documented**.

1. Add the “test” item to your course and set up a test

1. Click on the “content” tab for the course

2. See which items you can add

3. Select the “test” item

The screenshot shows the course management interface for 'Opt-In-Demokurs' (Status: Offline). The 'Inhalt' tab is selected and highlighted with a red box. Below the navigation bar, there are several categories of content items: 'Organisation' (Ordner, Sitzung, Kategorie-Referenz, Kurs-Referenz), 'Inhalt' (Datei, Weblink, Webfeed, Inhaltsseite), and 'Assessment' (Übung, Test, Fragenpool für Test, Individuelle Bewertung). The 'Test' item in the 'Assessment' category is highlighted with a red box. A red box also highlights the 'Neues Objekt hinzufügen' dropdown button. A blue callout arrow points from the 'Test' item to the 'Test hinzufügen' button in the second screenshot.

4. Give your test a title and then add it to your course

The screenshot shows the 'Option 1: Neuen Test anlegen' form. The 'Titel *' field contains the text 'Einverständniserklärung' and is highlighted with a red box. The 'Beschreibung' field is empty. At the bottom of the form, there are two buttons: 'Test hinzufügen' (highlighted with a red box) and 'Abbrechen'. A blue callout arrow points from the 'Test hinzufügen' button to the '4. Give your test a title and then add it to your course' text block.

2. Create a question for the “consent test”

1. Create a question for your test...



The screenshot shows the top part of the 'Einverständniserklärung' interface. The title 'Einverständniserklärung' is in green, with 'Status: Offline' below it. A navigation bar contains links for 'Fragen', 'Info', 'Einstellungen', 'Dashboard', 'Ergebnisse', and 'Lernfortschritt'. Below this, there are view options: 'Seitenansicht', 'Listenansicht', 'Druckansicht', and 'Vorschau'. At the bottom, three buttons are visible: 'Frage erstellen' (highlighted with a red box), 'Aus Pool hinzufügen', and 'Aus anderem Test hinzufügen'.

2. Choose the “multiple choice question (single answer)” type and create the question



The screenshot shows the 'FRAGE ERSTELLEN' form. The title 'Einverständniserklärung' is in green, with 'Status: Offline' below it. A navigation bar contains links for 'Fragen', 'Info', 'Einstellungen', 'Dashboard', 'Ergebnisse', 'Lernfortschritt', 'Manuelle Bewertung', 'Statistik', and 'Verlauf'. Below this, there are view options: 'Seitenansicht', 'Listenansicht', 'Druckansicht', and 'Vorschau'. The form has a 'Fragetyp' dropdown menu set to 'Single Choice Frage' (highlighted with a red box). Below it, there are three radio button options for 'Poolauswahl *': 'Keinen Fragenpool verwenden' (selected), 'Vorhandenen Fragenpool verwenden', and 'Neuen Fragenpool erstellen und verwenden'. At the bottom, there are two buttons: 'Erstellen' (highlighted with a red box) and 'Abbrechen'. A note at the bottom left says '* Erforderliche Angabe'.

3. Add the declaration of consent to the question

1. Give your question a title and list yourself as the author

2. Use the copy & paste functions to insert the data protection information and declaration of consent into the “question” text field. German and English templates are available at

<https://www.uni-konstanz.de/justizariat/datenschutzrecht-in-der-online-lehre/>

3. You also have the option to select a portion of text and then create a link to a website with data protection information (using the respective URL).

The screenshot shows the 'Einverständniserklärung' (Consent Declaration) form in a learning management system. The form is titled 'SINGLE CHOICE FRAGE' and has a status of 'Offline'. It contains fields for 'Titel' (Title), 'Autor/In' (Author), 'Beschreibung' (Description), and 'Frage' (Question). The 'Titel' field contains 'Datenschutzinformation und Einverständniserklärung'. The 'Autor/In' field contains 'Ihr Name'. The 'Frage' field contains a rich text editor with a red box around the 'Copy' icon. Below the text editor, there is a preview of the data protection information text, which includes 'Datenschutzinformation gem. Art. 13 DSGVO' and 'Hier kann beschrieben werden, anlässlich welcher Veranstaltung...'. The form also has fields for 'Bearbeitungsdauer' (Processing time) and 'Antwort-Typen' (Answer types).

4. Define possible responses

1. Click “+” to add a second line for responses

2. Enter one point for the consent option and zero points for the denial/withdrawal of consent option

3. Enter the text for each response option here

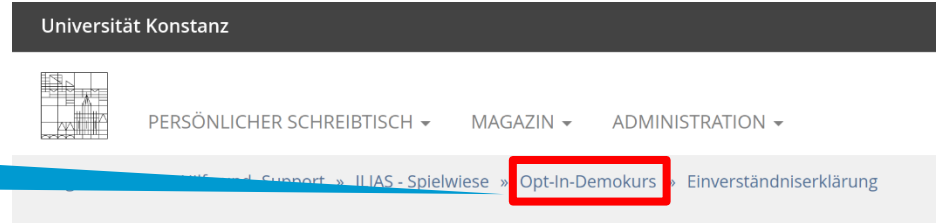
4. Save your changes

Antworten *	Antwort-Text	Antwort-Grafik	Punkte	Aktionen
	<input type="text" value="Ich willige ein"/>	<input type="button" value="Datei wählen"/>	<input type="text" value="1"/>	<input type="button" value="+"/> <input type="button" value="-"/>
	<input type="text" value="Ich willige nicht ein"/>	<input type="button" value="Datei wählen"/>	<input type="text" value="0"/>	<input type="button" value="+"/> <input type="button" value="-"/>

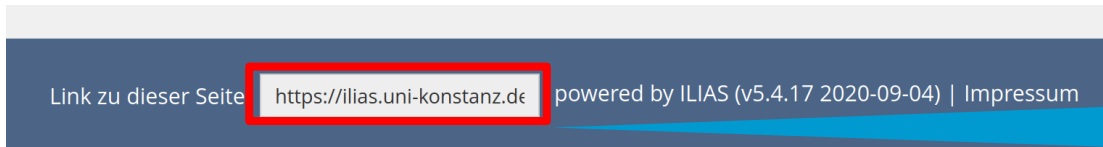
Bitte beachten Sie bei Ihrem Dateiupload die folgende Uploadgrenze: 256M. Erlaubte Dateitypen: .jpg, .jpeg, .png, .gif

5. Find the course URL

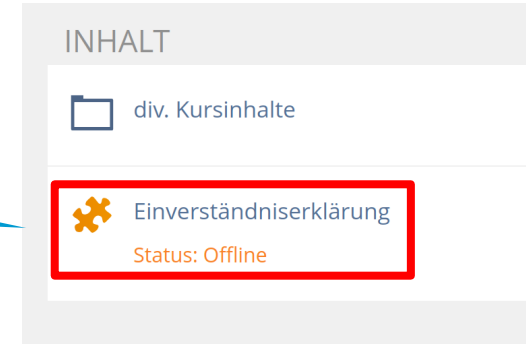
1. Click on the content section of the course...



2. Find and copy the course link listed at the bottom of the page...



3. Return to the test item...



6. Use the test settings to redirect users to the course page

1. Click on the “settings” tab and scroll down to the bottom until you reach “finishing the test”...

2. Tick the box by “redirect” and paste the course URL in the corresponding box...

3. Scroll back up and tick the box by “online” before saving your changes

The screenshot shows the 'Einverständniserklärung' settings page. The 'Einstellungen' tab is selected. The 'TEST ABSCHLIESSEN' section is visible, with the 'Weiterleitung' checkbox checked. The 'URL Zielseite' field contains the URL 'https://ilias.uni-konstanz.de/ilias/goto_ilias_uni_crs_1098035.html'. The 'VERFÜGBARKEIT' section is also visible, with the 'Online' checkbox checked.

7. Set up access to a videoconference (e.g. BBB)

1. Click the “content” tab for the course, see which items you can add and select “Bigbluebutton”

2. Give the videoconference a name and add the BBB item

Opt-In-Demokurs
Status: Offline

Inhalt Info Einstellungen Mitglieder Lernfortschritt Metadaten Export Rechte Voransicht als

Zeigen Verwalten Sortierung Text-/Media-Editor

Neues Objekt hinzufügen

Organisation
Ordner
Sitzung
Kategorie-Referenz
Kurs-Referenz
Gruppe
Gruppenlink
Objekteblock
Buchungspool
Kommunikation

Inhalt
Datei
Weblink
Webfeed
Inhaltsseite
Wiki
Blog
Lernmodul ILIAS
Lernmodul HTML
Lernmodul SCORM/AICC
Lernsequenz
Glossar
Literatursammlung
Literaturliste
Mediacast
Medienpool

Assessment
Übung
Test
Fragenpool für Test
Individuelle Bewertung

Feedback und Evaluation
Abstimmung
Umfrage
Fragenpool für Umfrage

Vorlagen
Portfoliorlage

Weitere
Cloud-Objekt
Lernkarten-Training
LiveVoting
Opencast

Opt-In-Demokurs

Option 1: Add New Bigbluebutton Virtual Classroom

Titel * BBB-Webkonferenz

Beschreibung

* Erforderliche Angabe

Add Bigbluebutton Virtual Classroom Abbrechen

8. Configure the BBB item

BBB-Webkonferenz
Status: Offline

Content Info **Eigenschaften** Rechte

EIGENSCHAFTEN BEARBEITEN

Titel * BBB-Webkonferenz

Beschreibung

Online

Willkommenstext

* Erforderliche Angabe

Speichern

1. Click on the “properties” tab, enter a name, tick the box next to “online” and save your changes

2. Return to the content section of the course...

Magazin » ILIAS-Hilfe und -Support » ILIAS - Spielwiese » **Opt-In-Demokurs** » BBB-Webkonferenz

 BBB-Webkonferenz

9. Configure availability of the BBB item

The screenshot shows the course management interface for 'Opt-In-Demokurs'. The 'Inhalt' (Content) tab is selected and highlighted with a red box. Below the navigation bar, there is a list of content items. The first item, 'BBB-Webkonferenz', is highlighted in yellow and has a downward arrow icon next to it, which is also highlighted with a red box. A context menu is open over this item, with the 'Verfügbarkeit' (Availability) option highlighted by a red box and a mouse cursor.

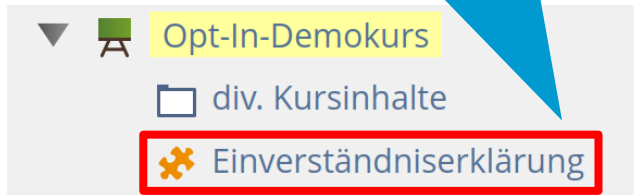
1. Click on the downward arrow to see the options for the BBB item. Select "Availability"

2. Add a new precondition

The screenshot shows the configuration page for the 'BBB-Webkonferenz' item. The 'Vorbildingungen' (Preconditions) tab is selected and highlighted with a red box. Below the navigation bar, there is a button labeled 'Neue Vorbedingung erstellen' (Create new precondition), which is also highlighted with a red box. The main content area shows the 'VORBEDINGUNGEN' section with a 'Vorbereitung durch' (Prepared by) field and an upward arrow icon.

10. Select the test item with the declaration of consent as a precondition

1. Scroll down until you find your course and select the test item with the declaration of consent



11. Define “passing” the consent test as a precondition

bbb BBB-Webkonferenz

← Zurück Zeitvorgaben **Vorbedingungen**

NEUE VORBEDINGUNG ERSTELLEN Speichern Zurück

Vorbedingung durch Einverständniserklärung

Vorbedingung für Zugriff auf BBB-Webkonferenz

Bedingung * Bestanden Speichern Zurück

* Erforderliche Angabe

1. Select “passed” as a condition and save your changes

bbb BBB-Webkonferenz

← Zurück Zeitvorgaben **Vorbedingungen**

Eine neue Vorbedingung wurde angelegt.

Neue Vorbedingung erstellen

EINSTELLUNGEN FÜR VORBEDINGUNGEN Speichern

Objekt verbergen Dieses Objekt wird Benutzern solange nicht angezeigt, bis die definierten Vorbedingungen erfüllt sind.

Modus **Alle Vorbedingungen** Alle Vorbedingungen müssen für einen Zugriff erfüllt werden. Speichern


VORBEDINGUNGEN (1 – 1 von 1)


Vorbedingung durch ↑	Bedingung	Obligatorisch	Aktionen
<input type="checkbox"/> Einverständniserklärung	Bestanden	<input checked="" type="checkbox"/>	Bearbeiten
<input type="checkbox"/> Alle auswählen			

Löschen


12. Check your precondition

INHALT


 BBB-Webkonferenz
Vorbedingungen, die für einen Zugriff erfüllt werden müssen: Anzeigen


 div. Kursinhalte

INHALT

 BBB-Webkonferenz
Vorbedingungen, die für einen Zugriff erfüllt werden müssen: » Ausblenden

Bitte erfüllen Sie die folgenden Vorbedingungen:

 Einverständniserklärung
Benötigte Vorbedingung: Bestanden

 div. Kursinhalte

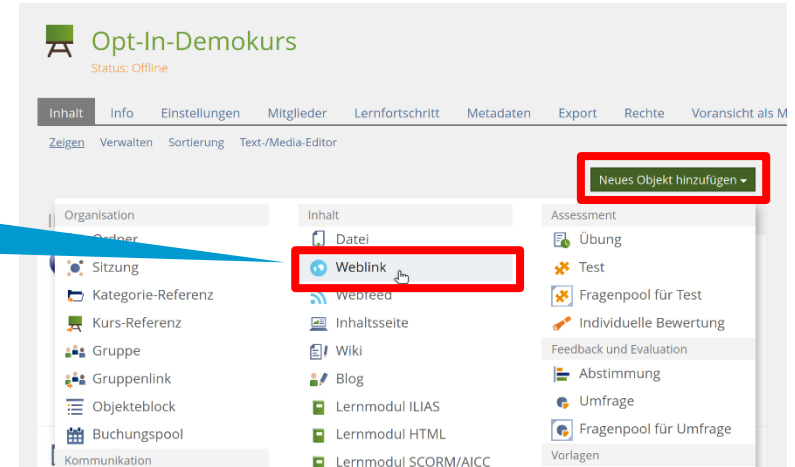
1. Click to show the preconditions for accessing an item

Please note:

You can only test this function using an account for “normal” course members. Activating the “**show member view**” preview **does not affect the limitations resulting from preconditions!**

13. Another option: Use a weblink item for WebEx or Zoom videoconferences

1. You can use the same precondition method for other course items, e.g. weblinks. Add the “weblink” item...



The screenshot shows the 'Option 1: Neuen Weblink anlegen' form. The 'Ziel' field is set to 'WWW / Internet'. The 'URL' field contains 'https://uni-konstanz.webex.com'. The 'Titel des Weblinks' field contains 'WebEx-Meeting'. The 'Beschreibung' field is empty. At the bottom, there are buttons for 'Weblink hinzufügen' and 'Abbrechen'. A red asterisk indicates that the URL and title are required fields.

2. ...enter the corresponding URL along with its title before saving your changes. Return to item 9 (configure availability) and follow the steps listed there

14. See the decisions by the course members

Einverständniserklärung

Fragen Info Einstellungen Dashboard Ergebnisse Lernfortschritt Manuelle Bewertung Statistik Verlauf Metadaten ...

Testdaten aller NutzerInnen löschen

ERGEBNISSE UND NOTEN
(1 - 1 von 1) Zeilen

Ergebnisübersicht (bewerteter Testlauf) Ausführen

Name	Benutzername	Durchlauf beendet	Beantwortete Fragen	Erreichte Punkte	Ergebnis	Bewertung	Note
<input type="checkbox"/>	user01, test	Heute, 11:47	1 von 1	1 von 1	100.00 %	Bestanden	bestanden

Alle auswählen

Ergebnisübersicht (bewerteter Testlauf) Ausführen


1. Click on the “results” tab for the test item

2. The test was “passed”, meaning the user gave his/her consent

3. Click on the downward arrow to show all the user’s responses (see next slide)

4. Important: If you would like to edit the text for the declaration of consent later, then you must delete all the previous test data and have all users give their consent again. If desired, please export all the old user responses first!

15. Documentation of consent

 **Einverständniserklärung** Aktionen ▾

◀ Zurück

Drucken PDF-Export

Testergebnisse für test user01
Bestanden-Status: bestanden
Note: bestanden

ÜBERSICHT DER TESTDURCHLÄUFE
(1 - 3 von 3) Zeilen ▾

Bewerteter Durchlauf	Durchlauf	Datum	Beantwortete Fragen	Erreichte Punkte	Prozent gelöst	
	1	28. Okt 2020, 11:45	1 von 1	1 von 1	100.00%	Details anzeigen
	2	28. Okt 2020, 11:47	1 von 1	0 von 1	0.00%	Details anzeigen
⊗	3	28. Okt 2020, 11:47	1 von 1	1 von 1	100.00%	Details anzeigen

(1 - 3 von 3)

1. Showing all the user's responses (as described in the previous slide) allows you to see both the final response and whether a user changed his/her response