

Instructions for the Bebras challenge in ViLLE

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1 Before the challenge

You and students may use a computer, a laptop, or a tablet (smartphone is not supported) and the following browsers: Google Chrome, Mozilla Firefox, Microsoft Edge, and Safari. **Make sure the devices and browsers are updated.**

1.1 Activation (done only ONCE)

1. Navigate to ville.utu.fi/#!assessment.
2. Choose the language from the top right corner.
3. Fill in the activation code. (You will use the same activation code each time you login.)

A screenshot of the ViLLE activation code input form. At the top is the ViLLE logo. Below it is the text "Activation code" followed by a text input field. Underneath the input field, there is a small text label "Accepted formats for an activation code" followed by three lines of "XXXX-XXXX-XXXX-XXXX" as examples. At the bottom of the form is a blue button with a magnifying glass icon and the text "Confirm".

4. Click **Confirm**.
5. Select **New activation**. (Ignore email and password fields at this point: those are used to log in after activation.)



6. Read the "Description" (1/4) and click **Next page**.
7. Fill in your email address and create a password (2/4) and click **Next page**.

User (2 / 4)

Email

Password

Type the password again to verify correctness

8. Read the terms of service. Approve them to continue (3/4) and click **Next page**.

Terms of service (3 / 4)

VILLE Team to send information regarding the system. This right to receive information from VILLE Team may be forgone at any moment from the settings within VILLE. VILLE logs user activity, including, but not limited to, content created, comments, assignment submissions and reviews.

No personal information is shared with third parties without a specific contract with the person, except when required to do so by law or a court order. The user is responsible for keeping log-in information safe and that a created user account is used responsibly and within reason.

Our policy on handling and protecting personal information can be found in our [privacy policy](#).

Warranty and responsibility

VILLE is used without warranties and on the user's own responsibility. VILLE Team or the administrators are not liable for direct or indirect damages, including loss of income or other benefits related to functioning of VILLE (including its external services, websites and other teaching or instructional materials) or any break, intended or not, in service. This waiver applies even when the administrators have been notified beforehand of the possibility of damages.

Applicable law

This contract has been translated from Finnish. In case of dispute, the Finnish version will be used in any court of law. The original contract is bound by Finnish law. All litigation is performed in Turku, Finland.

I have read the terms of service and I accept them

9. Check that everything is correct (4/4).
 - a. Go back to previous pages to change something if needed.

- b. You also need to approve that your email address can be used to send you two kinds of emails: 1. you have activated this email address and 2. students' account information (if you choose that). No other emails will be sent by ViLLE.

Summary (4 / 4)

Email: name.surname@example.com
Language: [English](#)

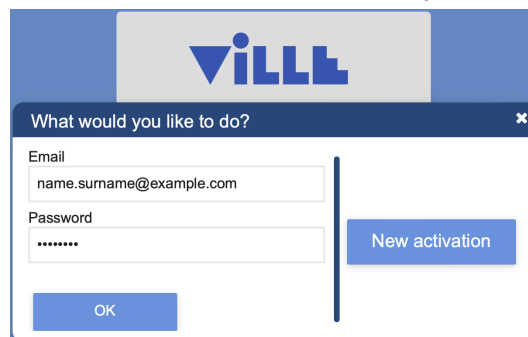
Information above is correct
 I can be contacted regarding this competition.

[Previous page](#) [Activate](#)

10. Click **Activate**.

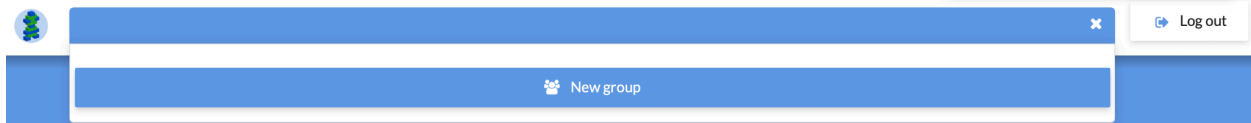
1.2 Creating groups and student accounts

1. Log in ville.utu.fi/#!assessment:
 - a. Fill in the same activation code you used in the activation.
 - b. Click **Confirm**.
 - c. Fill in your email address and password that you set up in the activation.



The screenshot shows a dialog box titled "What would you like to do?" with a close button (X) in the top right corner. The dialog contains two input fields: "Email" with the value "name.surname@example.com" and "Password" with a masked value "*****". To the right of the password field is a blue button labeled "New activation". At the bottom left of the dialog is a blue button labeled "OK".

- d. Click **OK**.
2. Create a group:
 - a. Click the blue drop-down menu at the top of the page.
 - b. Click **New group**.



- c. Give the group a name, write the name of the school, choose language for the challenge and then the age group.

New group

Group name
6A

School
School name

Language
English

Course
I
II
III

Create Close

- d. Click **Create**.
- e. There are a few things in the teachers view:
- You can choose the group you want to see from the blue drop-down menu at the top.
 - The challenge is running** means that the challenge is still on with this group and you can do it with your students.
 - Close the challenge and publish scores** button allows you to close the challenge for this group. It will also calculate the final scores and show them to you and the students.
 - You can see the description for students on the left and for teachers on the right.



Competition is running

[Close this challenge and publish scores](#)[Manage students](#)

Student's description

Welcome to the Bebras Challenge!

Are you ready to challenge yourself?

You can start the challenge by clicking on the challenge on the left. When you do that, the timer will start. You have 45 minutes to complete the challenge.

You will get points when you answer correctly and lose points if you answer incorrectly. You will get or lose less points from easier tasks and more points from medium and hard tasks.

You can see the questions as a list. Open the question by clicking it. Click on the answer and then the submit button at the top. Move to the next question!

Return to the list of questions with the arrow at the top. Choose which tasks you want to get evaluated with the checkboxes. If you choose not to evaluate a task, you will not get points (if you answered correctly) but you will not lose points either (if you answered incorrectly). Choose wisely!

When you are ready, close the challenge with the button.

Good luck!

Teacher's description

Welcome to the Bebras Challenge!

You are now looking at the teacher's view where you can create and manage groups, create and modify students' accounts and see the results of the challenge. And print diplomas for students after the challenge!

There is a blue drop down menu at the top of the page. There you can select which group you want to see and manage. From there you can also add new groups.

Scroll down to see the list of students in the group and add and modify students' accounts.

During the challenge, you can see the students' status and time stamps for starting and closing the challenge with the Manage the students button. Read more about this in the instructions!

After the group is finished, you may click the Close this challenge and publish scores button. That will close the challenge so that no one in this group can submit answers anymore. It will also calculate the total scores and show them to the students in their view. You can see the scores in a table below. Note that no one can not see the points of individual questions.

After that you can also print diplomas for the students from the button at the top of the page.

Students

[Create new accounts](#)[Change all passwords](#)

Username

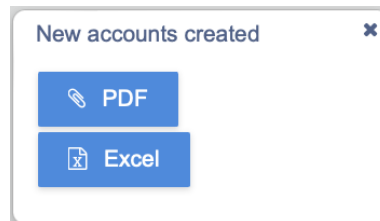
Name

Research Permission

- f. To create students' accounts, click **Create new accounts**.
 - i. This is done separately for girls and boys.
- g. Write students' names in the text area or copy them somewhere and paste here.
 - i. Make sure there is one name per one row!
- h. Select students' gender from the drop down menu.

The screenshot shows a dialog box titled "Create new accounts". At the top, there are two input fields for "FirstName1 Surname1" and "FirstName2 Surname2". Below these is a "Gender" dropdown menu currently set to "Female". A checkbox labeled "Send new accounts to email (name.surname@example.com)" is checked. At the bottom right, there are two buttons: "Save" and "Close".

- i. If you want to receive the account information via email, check that checkbox.
- j. Click **Save**.
- k. Download the PDF file and/or the Excel file with students' information with the buttons. (Both files contain the same information.)



- l. Close the pop-up-window and repeat for the other sex.
3. Print the PDF/Excel files and cut it into strips.
 - a. One strip for each student with the QR code (PDF file), their name, username and password.

2 During the challenge

You and students may use a computer, a laptop, or a tablet (smartphone is not supported) and the following browsers: Google Chrome, Mozilla Firefox, Microsoft Edge, and Safari. Internet Explorer is not supported! **Make sure the devices and browsers are updated.**

2.1 Students' point of view

This chapter explains the process of taking the challenge with the students.


1. Give the paper strips with the usernames and passwords to the students.
2. Students log into ViLLE:
 - a. by scanning the QR code in the paper strip and filling in their password (PDF file)
OR
 - b. by navigating to ville.utu.fi and filling in their username and password.

3. Students can see the challenge on the left and information and description on the right.




4. The students start the challenge by clicking on the name of the challenge on the left and by accepting to start the challenge by clicking **Yes** in the pop up window.

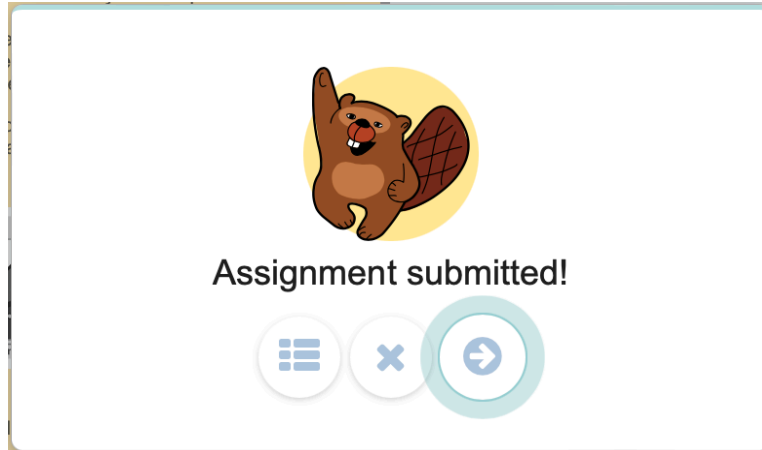
5. Students can then see a timer, the list of tasks and a **Finish challenge** button.
 - a. Students have a certain amount of time to complete the challenge. The timer starts when students start the challenge.
 - b. The timer is individual so if someone starts the challenge later than others, they will still have the same amount of time to complete the challenge.

The screenshot shows the top of the Bebras challenge interface. At the top left is a globe icon, followed by a blue bar with the text "Bebras challenge" and a dropdown arrow. At the top right is a green circle with the letter "F". Below this is a yellow bar with "Time left 00:44:51". A list of six tasks is shown, each with a red circle icon: 1. Random Pictures, 2. Recursive painting, 3. Breaking the cipher, 4. Buying Shoes, 5. Honeybees, and 6. A day at the zoo. At the bottom of the list is a green bar with a white icon and the text "Finish challenge".

6. Students may do the tasks in any order. Tasks open by clicking on them.
7. Once the task is completed, **the answers must be submitted by clicking on the "Submit exercise" button  at the top.**
 - a. Tasks can be submitted multiple times and the latest answer will be the one to be evaluated.

The screenshot shows a task interface. At the top left is a beaver icon. At the top center are three navigation icons: a left arrow, a refresh icon, and an upload icon. Below these is a yellow bar with "Time left 0:44:21". The main area is split into two panels. The left panel has a title "The beavers have a factory producing individual designs for greeting cards and wrapping paper. The designs are created according to these instructions (creating an object means that it is created in the computer memory, not painted on the screen):" followed by a list of instructions: "1. Create a circle of random color and call it C." and "2. Repeat the following sequence of instructions a random number of times: 1. Create a square of random size and random color". The right panel has a question "Which of the images has not been created by this factory?" and four images showing different combinations of shapes and colors on a green background.

8. While in task, student can start the task over by clicking the reset button  .
9. Students can move on to the next task by clicking on the arrow  , or to the list of tasks by clicking the list icon  .



10. When a student has completed the challenge, they can click the **Finish challenge** button to close the challenge for them.
11. After closing the challenge, students can view the list of tasks and see which ones will be evaluated and which are not included in the evaluation. However, students will not be able to see the tasks anymore.

2.2 Teachers' point of view

You can monitor the students in the teacher's view.

1. Log in ville.utu.fi/#!assessment:
 - a. Fill in the same activation code you used in the activation. For Puerto Rico the code is
 - b. Click **Confirm**.
 - c. Fill in your email address and password that you set up in the activation.

A screenshot of a web browser showing a login form for VILLÉ. The form is titled "What would you like to do?" and has a close button (X) in the top right corner. It contains two input fields: "Email" with the placeholder text "name.surname@example.com" and "Password" with a masked password "*****". To the right of the password field is a blue button labeled "New activation". At the bottom left of the form is a blue button labeled "OK". The VILLÉ logo is visible at the top of the page.

- d. Click **OK**.
2. Select the group you want to monitor from the **blue drop down menu** at the top of the page.
3. Click **Manage students** at the top right to open the monitor view.

Manage students



Status	Name	Started	Finished	Deadline
Started	FirstName1 Surname1	31.10.2023 13:28	-	<u>31.10.2023 14:13</u>
Finished	FirstName2 Surname2	31.10.2023 13:32	31.10.2023 13:34	<u>31.10.2023 13:34</u>

In the monitor view, there is a table of the students and their progress. The first column shows the status of the challenge:

1. **Not started**: student has not opened the challenge yet.
2. **Started**: student has opened the challenge and is doing the tasks.
3. **Finished**: student has clicked the **Finish challenge** button.

By clicking on the word, you can change the status:

1. **Not started** -> **Started** starts the clock
2. **Started** -> **Finished** closes the challenge
3. **Finished** -> **Not started** opens the challenge again

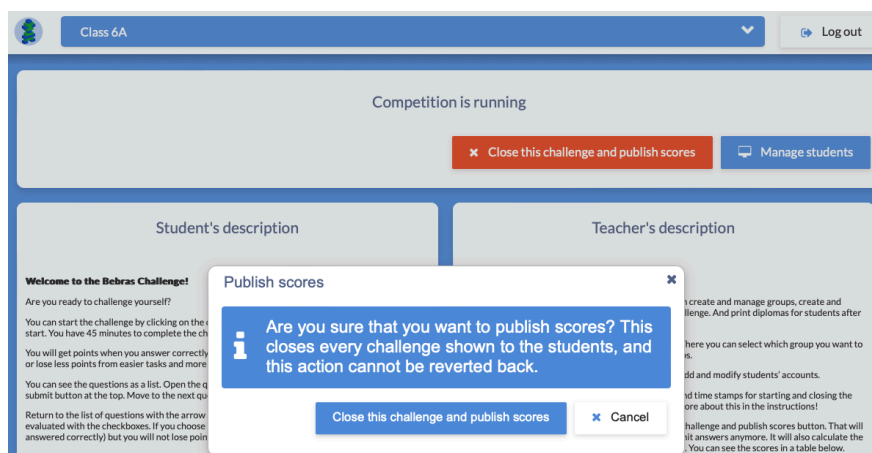
You can also see the starting and finishing times in the table. The closing time in the table refers to the time the timer runs out (or the closing time of the challenge nationally if the student has not started the challenge). Don't change the times unless there is a power outage or some other reason for extended time.

3 After the challenge

3.1 Finish the challenge and show scores

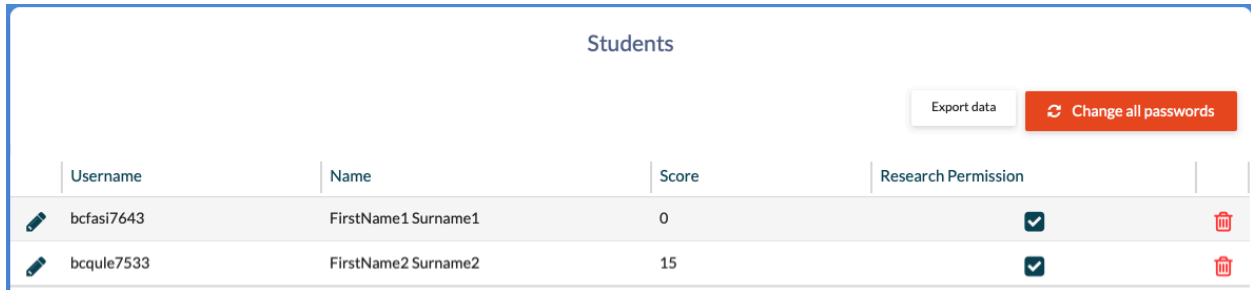
Make sure you have selected the correct group from the blue drop down menu at the top of the page.



Once the students have completed the challenge, you can click the **Close this challenge and publish scores** button.



This will end the challenge for the chosen group so students will not be able to change their answers. However, the students will see the final score from the challenge in their front page. (Note: the students will not be able to see the scores or answers to the questions separately.)

You can see a table of the scores on the teacher's front page.



Username	Name	Score	Research Permission
 bcfasi7643	FirstName1 Surname1	0	<input checked="" type="checkbox"/>
 bcqule7533	FirstName2 Surname2	15	<input checked="" type="checkbox"/>

3.2 Download diplomas

Make sure you have selected the correct group from the blue drop down menu at the top of the page.

After the students have completed the challenge, you can print diplomas. Make sure you do the previous step (3.1.) first and that the students have their real names in ViLLE.

You'll find the **Print Diplomas** button at the top of the page. Clicking that will start the download and then you can print the PDF file and give the diplomas to the students.

3.3 The end of the challenge nationally

After the national challenge period is over, every group's challenge is closed automatically and the students' scores will be shown to the students. You can see the scores in the teacher's view too. **Make sure you have selected the correct group from the blue drop down menu at the top of the page.**

In addition to seeing the scores from your students, you will also see a leaderboard for the same age group as the chosen group. ViLLE will only show the top scores and how many students got that.

3.4 Research permissions (IMPORTANT)

The Bebras challenge is organized in collaboration with multiple countries and it is a great opportunity to conduct multinational research. Therefore, the data collected from the challenge will be used in research pseudonymised (meaning that researchers won't know who is who, but if the results are exported again, the same account will result in the same id in the research data).

If students' guardians (or students themselves if they are old enough [depending on the law]) don't want that the data collected is used in the challenge, they are able to deny it.

The data includes:

- the country (since this is a multinational collaboration) and language (some countries have multiple languages)
- students' age group (Pre-Primary, Primary, Benjamins, Cadets, Juniors or Seniors)
- students' gender
- students' total score
- students' answers to all tasks + all resets of the tasks
- the amount of time that students' have taken to complete each task (each submission or reset)

As a teacher, please inform the guardians about the research and give them an opportunity to deny participation to the research.




Mark the information in ViLLE:

1. Log in ville.utu.fi/#/assessment:
 - a. Fill in the same activation code you used in the activation.
 - b. Click **Confirm**.
 - c. Fill in your email address and password that you set up in the activation.



The screenshot shows a dialog box titled "What would you like to do?". It contains two input fields: "Email" with the placeholder text "name.surname@example.com" and "Password" with masked characters "*****". There are two buttons: "New activation" and "OK".

- d. Click **OK**.
2. Select the group from the blue drop-down menu at the top of the page.
 3. Scroll down to the list of students.
 4. Remove the tick mark from the checkboxes in the **Research permission** for students whose guardians have denied permission to use the data in research.

Username	Name	Score	Research Permission	
 bcfasi7643	FirstName1 Surname1	0	<input type="checkbox"/>	
 bcqule7533	FirstName2 Surname2	15	<input checked="" type="checkbox"/>	