



SmartZoom® Administrator Manual

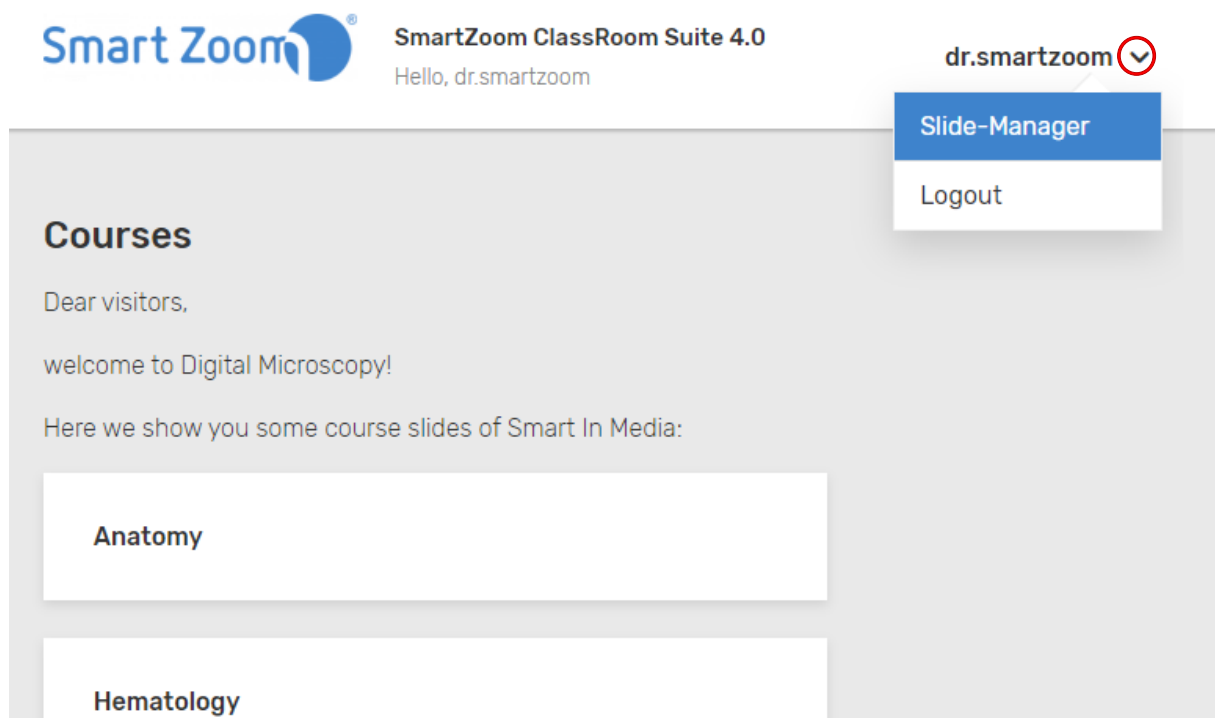
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1. Accessing the admin panel

Once you've logged into the platform you will see the courses page just as students do.

Click on your username to switch to the slide manager. This option is only available for Administrator, Teachers and Demonstrators.



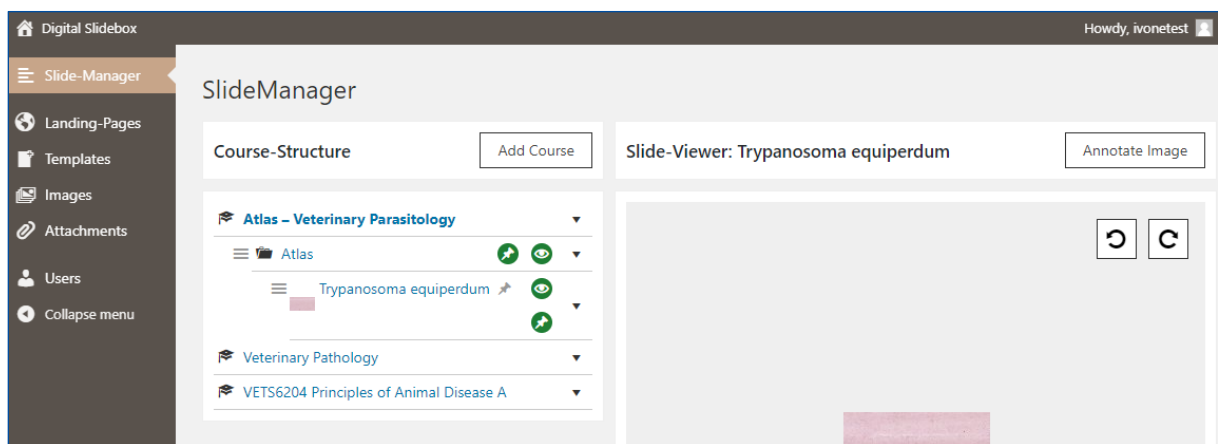
2. Admin panel

The administration panel is where, depending on your access level, you can create new courses, synchronize slides and annotate them, upload attachments as well as create new landing sites.

2.1. Administrator

As administrator you can synchronize slides from the PathoZoom® SlideCloud, upload attachments, create and edit courses, landing pages and templates as well as managing users.

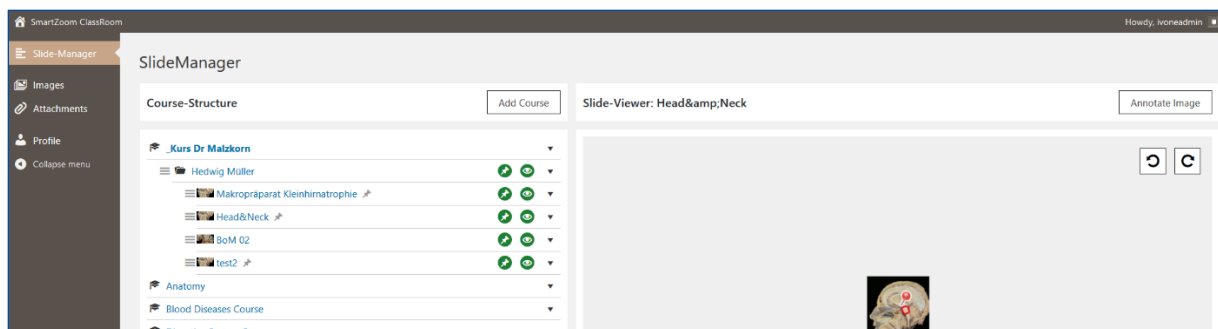
This is what the admin panel looks like for the administrator:



2.2. Teacher

Teachers can upload attachments and create and edit courses.

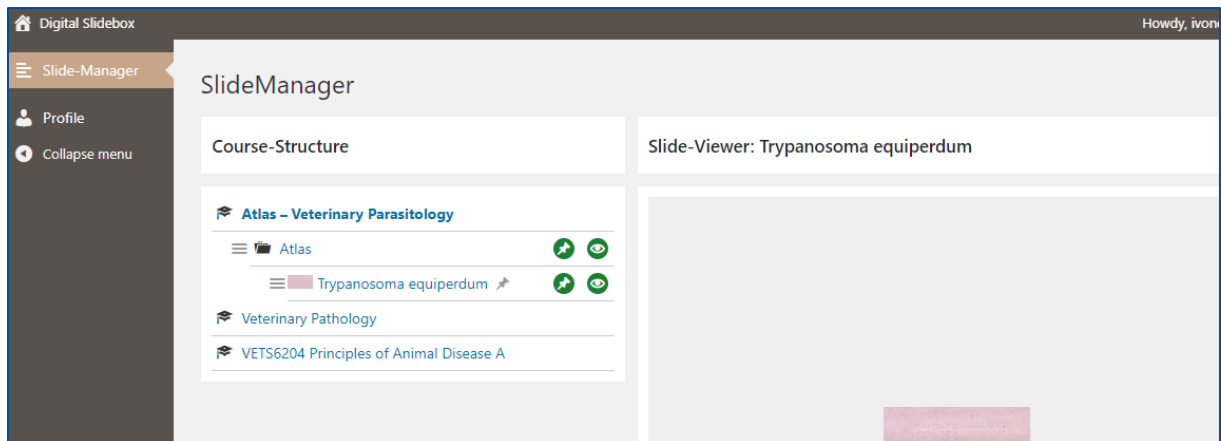
This is what the admin panel looks like for the teacher:



2.3. Demonstrator

Demonstrators view only the courses just like the teachers but are unable to edit anything.

This is what the admin panel looks like for the demonstrator:



3. Synchronizing images

Once you've uploaded your slides to the PathoZoom® Slide Cloud you can synchronize the folder on your SmartZoom® platform.

Please note that you need to **assign slides to a folder** in order to synchronize them.

Changing slides on the SmartZoom platform does not affect the slides in the PathoZoom® Slide Cloud. You can have multiple versions of a slide on the SmartZoom platform with different titles, descriptions and annotations.

Select in the navigation bar "*Images -> Synchronize*"

Here you can see with which PathoZoom® Slide Cloud you are connected and what folders are available. Select as many folders as you need and start the synchronization.

Once you've synchronized all the slides you need, you can start adding them to the courses.

SmartZoom Classroom

Slide-Manager

Landing-Pages

Templates

Images

All Images

Synchronize

Attachments

Benutzer

Menü einklappen

SmartZoom - PathoZoom Slide-Cloud Synchronizer

You are authenticated! Logged in as: sz-demo@smartinmedia.com

Image-Synchronization successful

Synchronize Folders

To synchronize Images with PathoZoom SlideCloud, select the folders to sync.

Folders to synchronize

- Anatomy
- Hematology
- Histology
- Microscope
- Pathology
- VM-Demo

Synchronization-Log

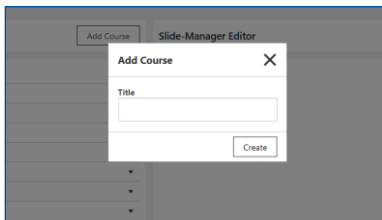
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2020-04-07 05:06:16	[DEBUG]	Album-Te
2020-04-07 05:06:16	[DEBUG]	Request
2020-04-07 05:06:16	[DEBUG]	Received
2020-04-07 05:06:16	[INFO]	Sync ima
2020-04-07 05:06:19	[DEBUG]	Image al
2020-04-07 05:06:19	[DEBUG]	Start In
2020-04-07 05:06:19	[DEBUG]	Image In
2020-04-07 05:06:19	[DEBUG]	Synchron
2020-04-07 05:06:19	[DEBUG]	Image-Fo
2020-04-07 05:06:19	[SUCCESS]	Image sy
2020-04-07 05:06:19	[INFO]	Sync ima

4. Slide Manager

In the menu you find the courses when clicking on the Slide-Manager. The Slide-Manager is where the most work is done. Creating and editing courses, adding slides and attachments as well as adding annotation all happens here.

4.1. Courses

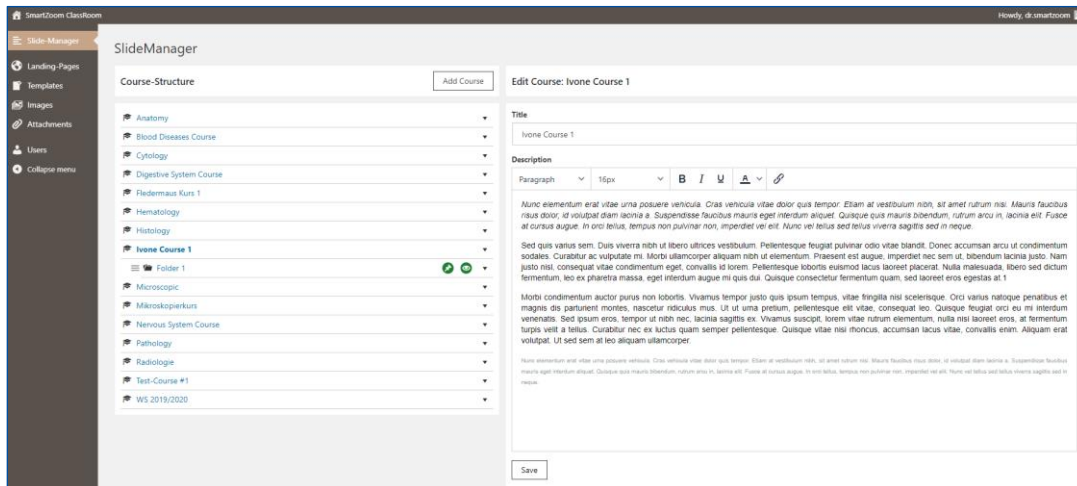
Use the "Add Course" button to create a new course.



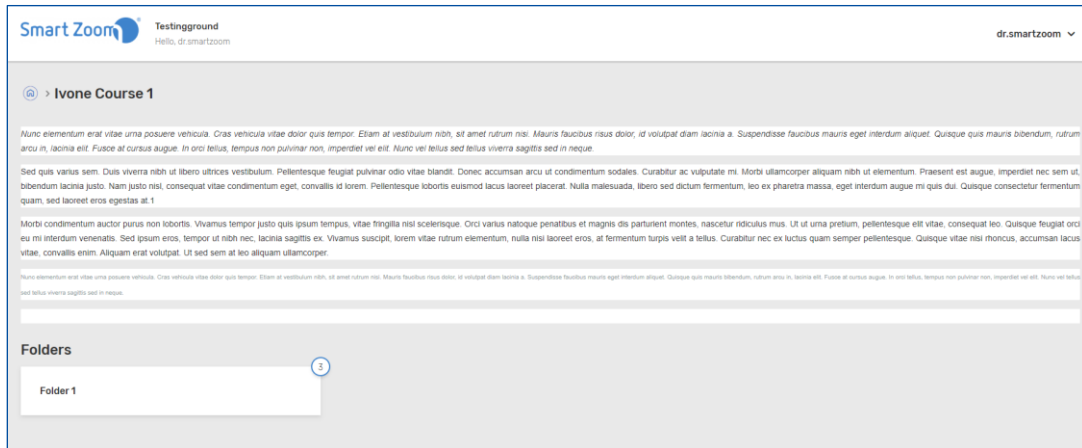
Once you've created and selected it, you can add a course description as well as change the title.

A course is NOT visible unless you add it to the template you are using. In the slide manger you see the courses sorted alphabetically, you arrange how they are shown on the page in the template.

You can format the description and add links to additional material.



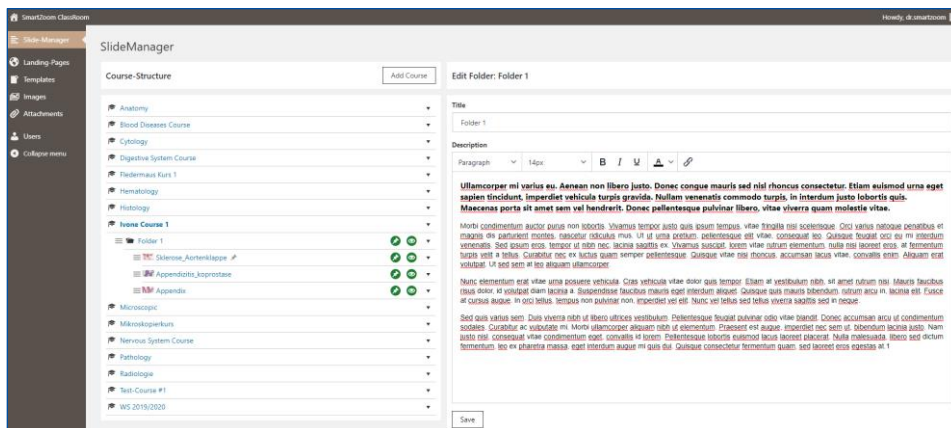
On the student site the course looks like this.



Add folders to your course to create the structure you need. For example:

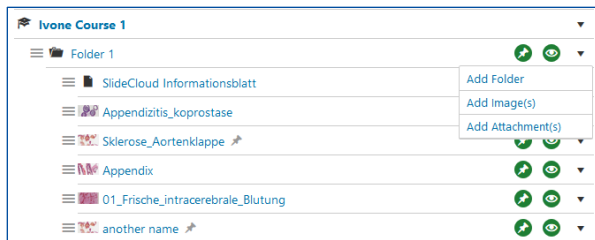


Folder descriptions can be edited just as the course descriptions.

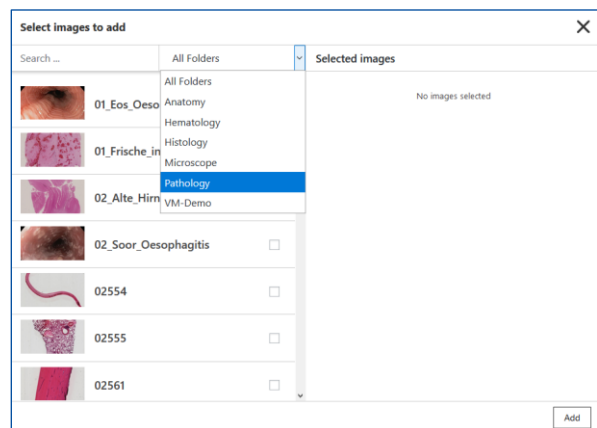
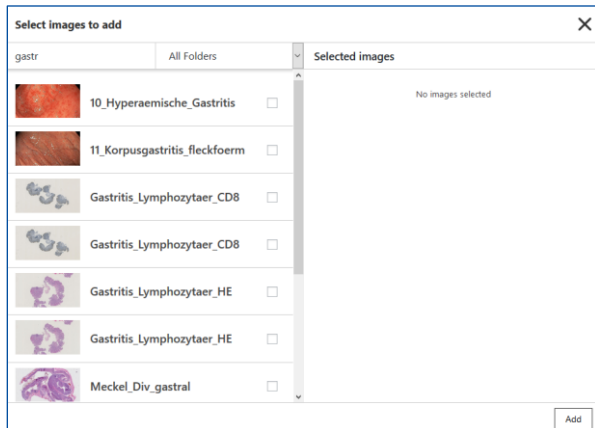


4.2. Slides

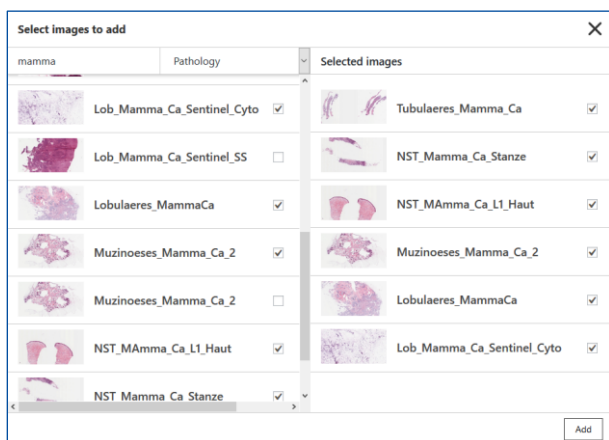
Once you created a folder you can start adding slides and attachments as well as subfolders.



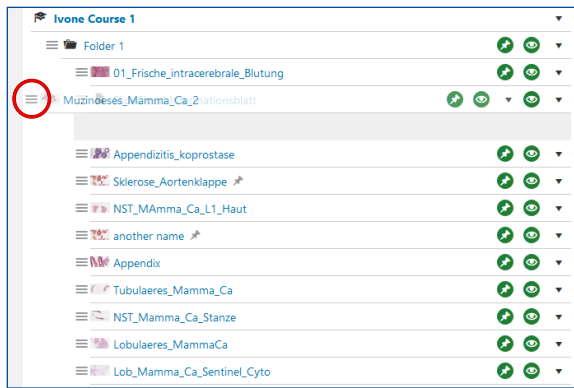
When selecting "Add Image(s)" you will be shown all the images available. You can either search for the image by name or select a specific folder you synchronized.



Select as many images as you need and click add.

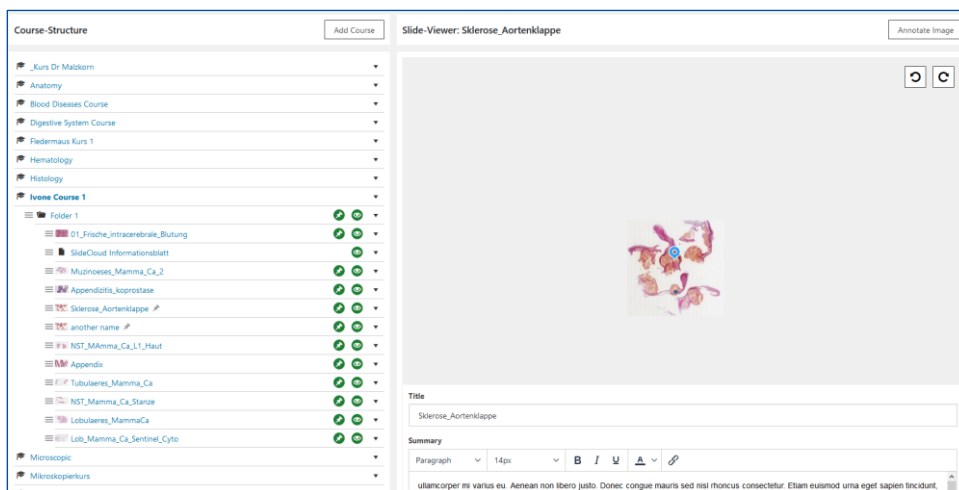


You can rearrange the images and attachments in your folder via drag & drop or even move them to a different folder. Folders can be moved the same way to a different course or arranged within the course they are in. "Grab" the image, attachment or folder to move it around.

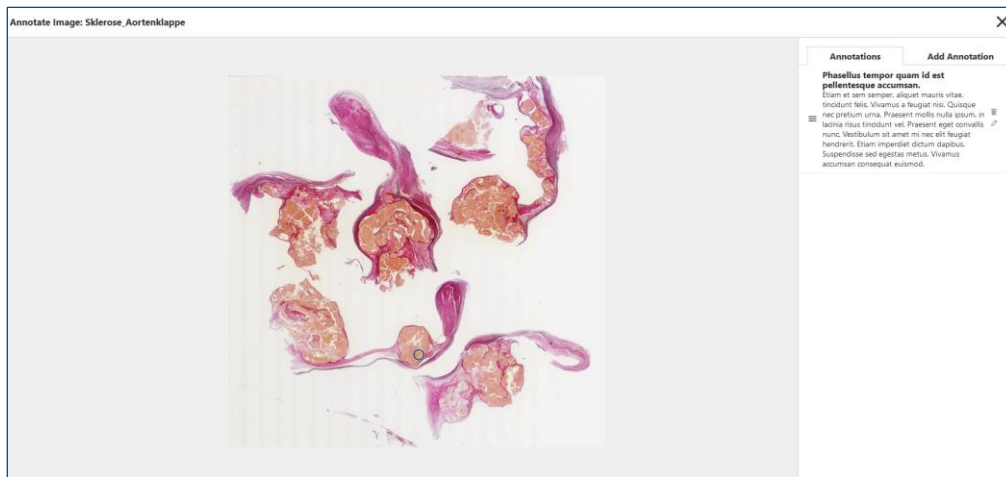


Once you've selected a slide, you can also change the name and add a summary, this summary will be viewable by the students in an info box. It is possible to use the same image more than once. This image can have different names and different annotations. Changing the name, description and annotations of one image does not affect the others.

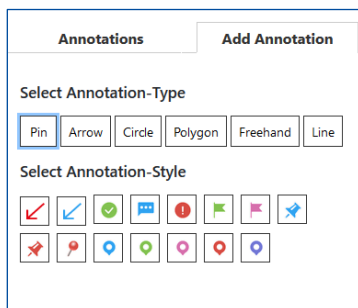
4.3. Annotations



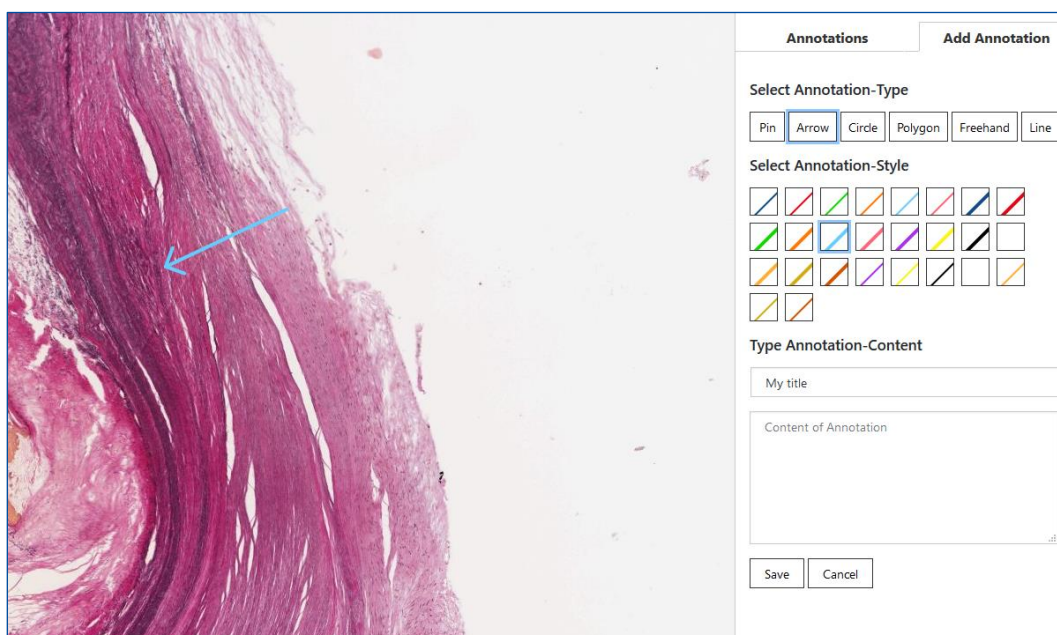
To annotate a slide, click the "Annotate Image" button, this will open the annotation window. There you can see all the existing annotations and edit them, as well as add new ones. Same as with images, attachments and folders you can rearrange the order of annotations by drag & drop.



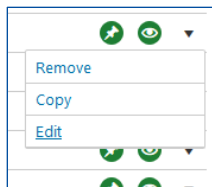
There are different types of annotations.



Select the one you need and place it on the slide, add title and content, then save. You can always change the title, content zoom level and style of an annotation later but not the placement or annotation type. Meaning you can change the color of a circle but not the circle itself to an arrow.



If you've annotated a slide and wish to have it and all the annotations in a different course as well, you can copy and paste it to said course. Please not that if you make changes in one of the copies it will **not** affect the rest. All changes are individual.



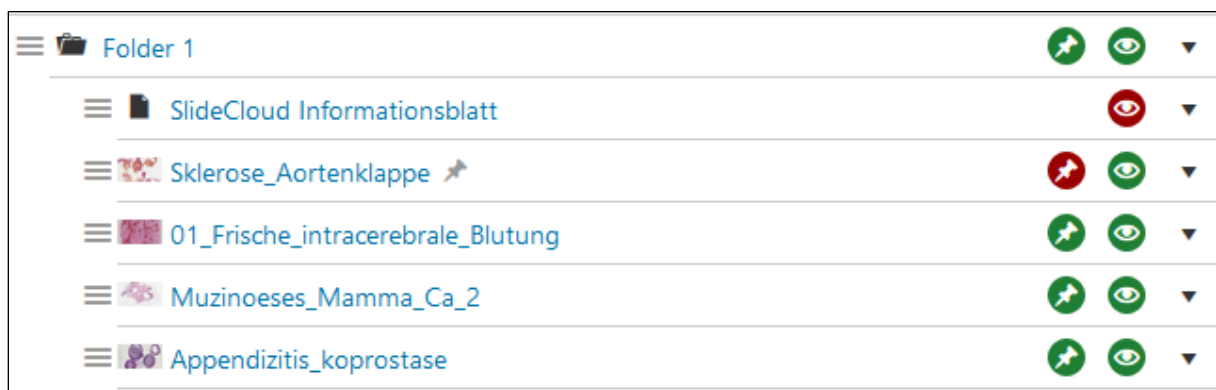
Slides that are annotated will display a little pin after their name.



4.4. Visibility

You can adjust the visibility of slides, annotations and folders in the admin panel, as well as on the course pages.

In the Slide-Manager you can click on the little eye and/or pin to change visibility. Either on an individual slide or attachment or the folder itself. That way you can turn off all annotation for a folder or make the folder itself invisible for your students.



Note: You can see an "invisible" slide on the course page and have the option to change the visibility there as well. Your students however, will only see slides, attachments and annotations that are turned on.

Your view:

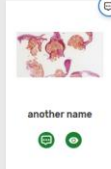
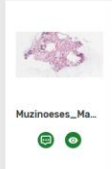
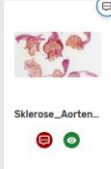
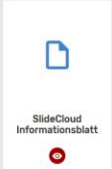
🔍 > Ivone Course 1 > Folder 1

Ullamcorper mi varius eu. Aenean non libero justo. Donec congue mauris sed nisi rhoncus consectetur. Etiam euismod urna eget sapien tincidunt, imperdiet vehicula turpis gravida. Nullam venenatis commodo turpis, in interdum justo lobortis quis. Maecenas porta sit amet sem vel hendrerit. Donec pellentesque pulvinar libero, vitae viverra quam molestie vitae.

Morbi condimentum auctor purus non lobortis. Vivamus tempor justo quis ipsum tempus, vitae fringilla nisi scelerisque. Orci varius natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Ut ut urna pretium, pellentesque elit vitae, consequat leo. Quisque feugiat orci eu mi interdum venenatis. Sed ipsum eros, tempor ut nibh nec, lacinia sagittis ex. Vivamus suscipit, lorem vitae rutrum elementum, nulla nisi laoreet eros, at fermentum turpis velit a tellus. Curabitur nec ex luctus quam semper pellentesque. Quisque vitae nisi rhoncus, accumsan lacus vitae, convallis enim. Aliquam erat volutpat. Ut sed sem at leo aliquam ullamcorper.

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Student view:

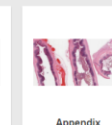
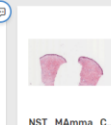
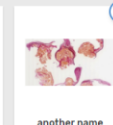
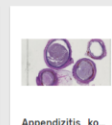
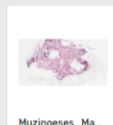
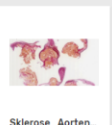
🔍 > Ivone Course 1 > Folder 1

Ullamcorper mi varius eu. Aenean non libero justo. Donec congue mauris sed nisi rhoncus consectetur. Etiam euismod urna eget sapien tincidunt, imperdiet vehicula turpis gravida. Nullam venenatis commodo turpis, in interdum justo lobortis quis. Maecenas porta sit amet sem vel hendrerit. Donec pellentesque pulvinar libero, vitae viverra quam molestie vitae.

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Nunc elementum erat vitae urna posuere vehicula. Cras vehicula vitae dolor quis tempor. Etiam at vestibulum nibh, sit amet rutrum nisi. Mauris faucibus risus dolor, id volutpat diam lacinia a. Suspendisse faucibus mauris eget interdum aliquet. Quisque quis mauris bibendum, rutrum arcu in, lacinia elit. Fusce at cursus augue. In orci tellus, tempus non pulvinar non, imperdiet vel elit. Nunc vel tellus sed tellus viverra sagittis sed in neque.

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4.5. Attachments

To use attachments, you need to upload them first.

SmartZoom Classroom

Slide-Manager

Landing-Pages

Templates

Images

Attachments

All Attachments

Add Attachment

Benutzer

Menü einklappen

Attachments

Add Attachment

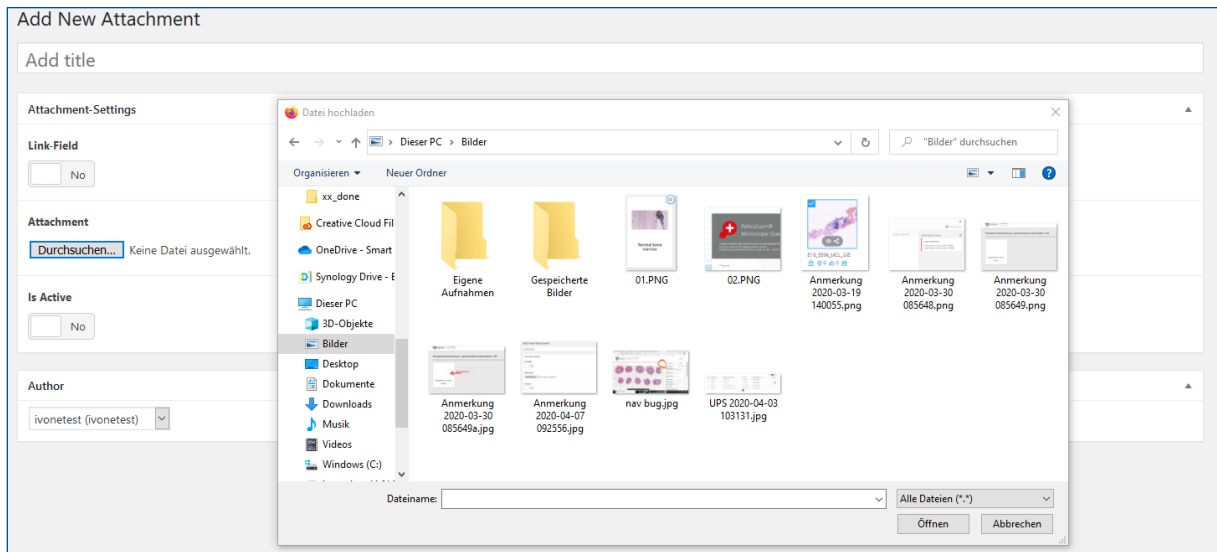
Alle (4) | Veröffentlichte (4)

Mehrfachaktionen Übernehmen Alle Daten Auswahl einschränken

- ☐ Titel
- ☐ PC Requirements
- ☐ SlideCloud Informationsblatt
- ☐ — SlideCloud Informationsblatt
- ☐ Upload&Teilen
- ☐ Titel

Mehrfachaktionen Übernehmen

You can upload from disc



or from the web

Add New Attachment

Add title

Attachment-Settings

Link-Field

Yes ☒

Hyperlink

<https://domain.com/myAttachment.pdf>

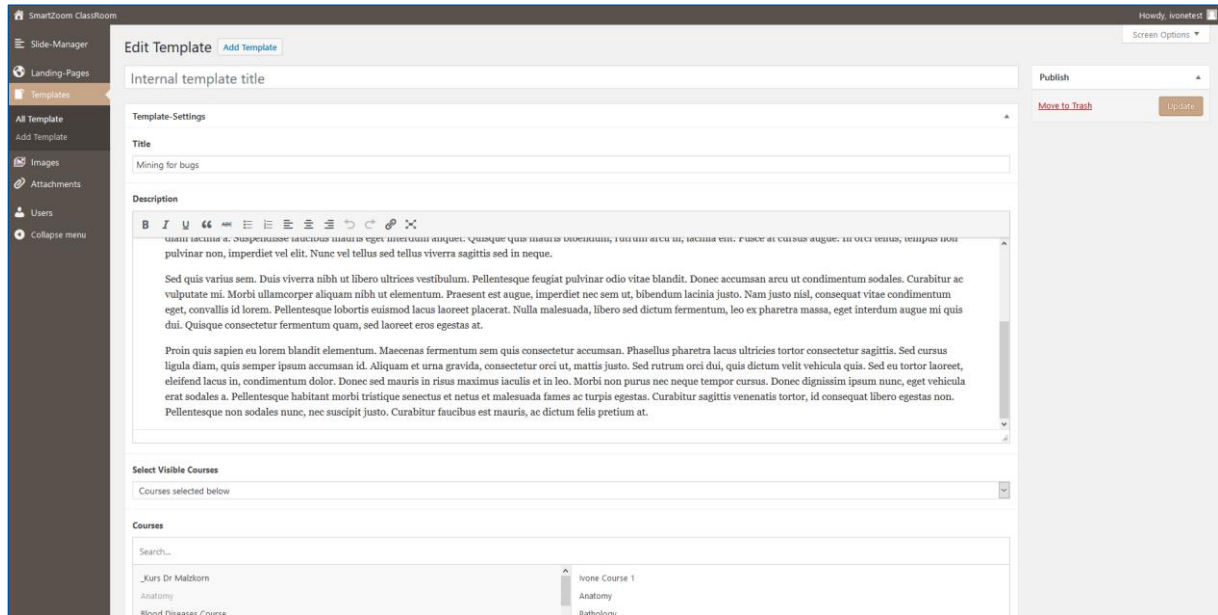
Is Active

☐ No

Once you've uploaded them you can add them to the courses just as you would a slide.

5. Templates

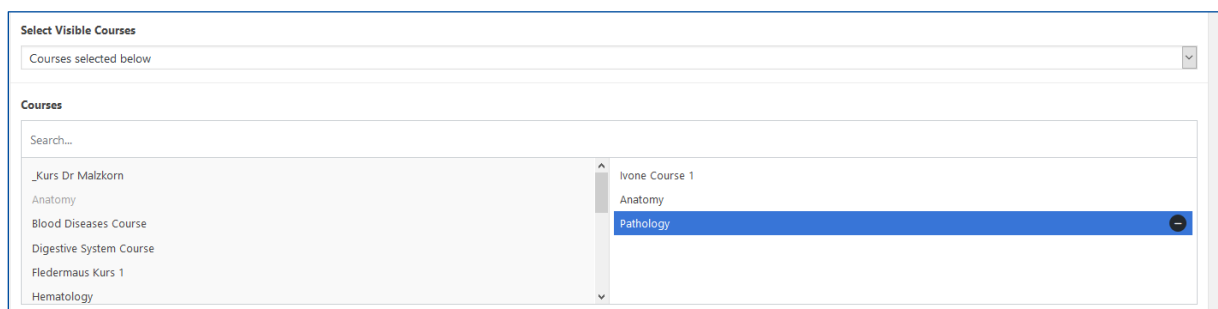
After you created your courses you need to place them into a template, in order to add them to a landing page.



The "*Internal template title*" is only visible within the administration panel. The title and description are what will be visible to students after they've logged in.

Select the courses you wish to be accessed and publish your template. Once you've selected a course you can remove it by clicking in the minus icon.

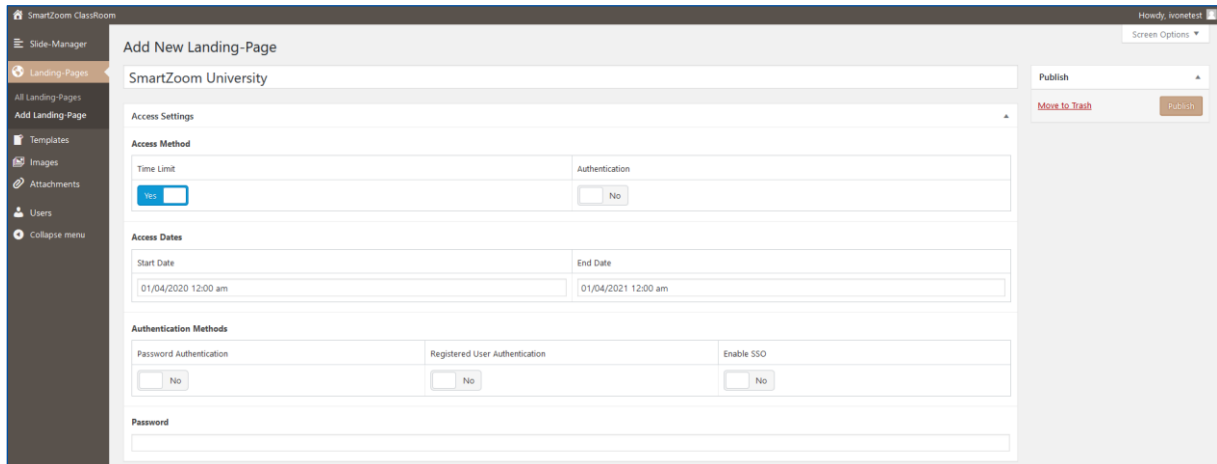
You can also drag & drop the courses to display them in the right order.



6. Landing pages

Each SmartZoom platform has a default landing page. However, you can have many individual landing pages.

When adding a new landing page, you can choose its accessibility.

The screenshot shows the 'Add New Landing-Page' interface in the SmartZoom Classroom. The title is 'SmartZoom University'. Under 'Access Settings', there are two sections: 'Access Method' and 'Access Dates'. 'Access Method' has 'Time Limit' set to 'Yes' and 'Authentication' set to 'No'. 'Access Dates' has 'Start Date' as '01/04/2020 12:00 am' and 'End Date' as '01/04/2021 12:00 am'. Under 'Authentication Methods', there are three options: 'Password Authentication' (set to 'No'), 'Registered User Authentication' (set to 'No'), and 'Enable SSO' (set to 'No'). A 'Password' field is visible at the bottom. On the right side, there is a 'Publish' button and a 'More to Trash' link.

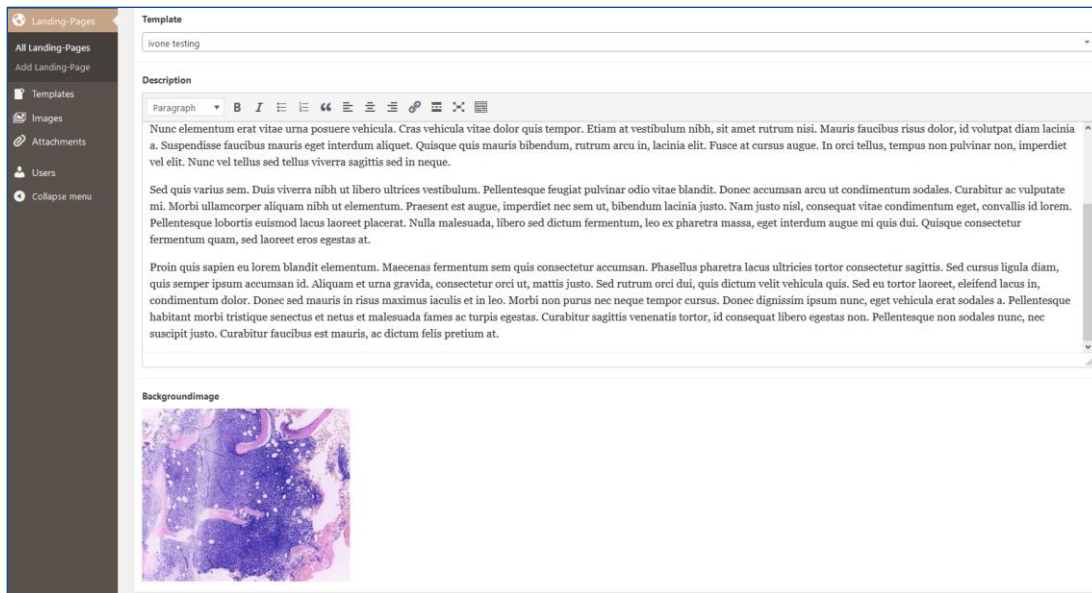
You can choose one or both access methods.

For example if choosing a time limit you can predetermine how long users can access your page. If you want your course only be useable during a semester, or if you have a study course that should not be accessible once the exam starts.

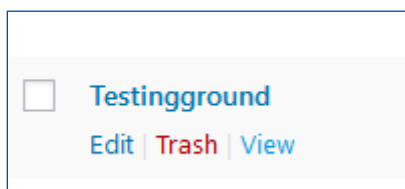
When choosing authentication, you can set one password for all users. Everyone accessing it that way will be a guest and not able to make notes or own annotations. Registered users can create own annotations and notes.

We also support Single sign-on. Contact our support team if you wish to implement it.

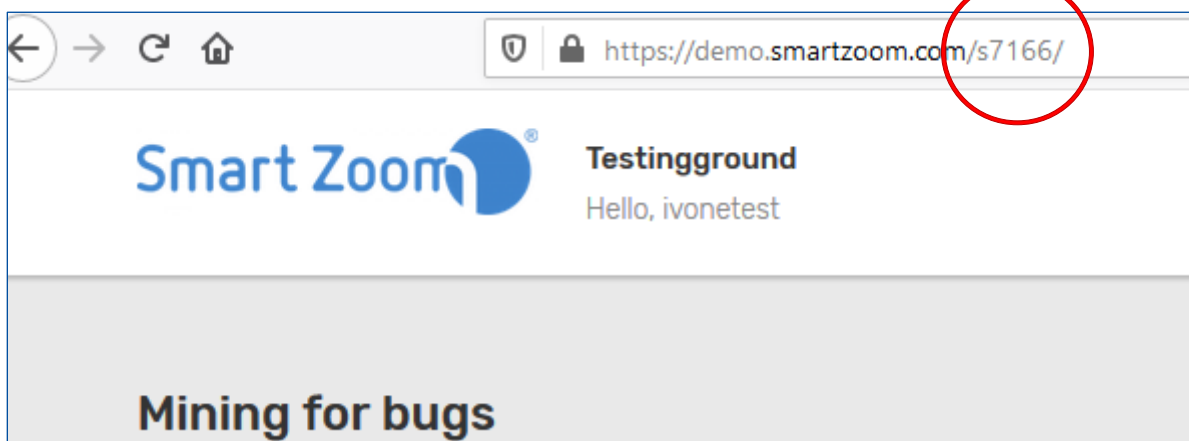
The title, subtitle, background image and description you use on the landing page is only visible on the login screen. If your page does not have a password, you can leave those parts blank.



You always need to select a template. That is what will be visible once a user logged in. Once you've published your landing page and return to the overview you can view it.



There you can see what its individual URL is.



Share this URL with the people you'd like to access your individual landing page.

7. Users

As administrator you can add and manage users.

To create a new user, click on "Add New" and fill in the required information and select a role for the user.

Add New User

Create a brand new user and add them to this site.

Username (required)

test

Email (required)

test@test.test

Role

Teacher

▼

Skip Confirmation Email

☒ Add the user without sending an email that requires their confirmation.

Add New User

If you check the "Add the user without sending an email that requires their confirmation" box, you'll need to generate a password for the user yourself. You can do that when editing a user.

That way you can also reset a user's password.

Account Management

New Password

Generate Password

Sessions

Log Out Everywhere

Log dr.smartzoom out of all locations.

When editing a user, you can change the user role as well as other settings.