



frog

Widget Guides

## Apps

The Apps widget allows you to link to a Frog Application, rather than having to go the applications section of FrogDrive. Remember these are the internal applications of FrogLearn, not any mobile apps.

In the **widget settings panel**, you can see all the Frog applications you have access to. All the apps are displayed here, but you also have to ability to search if necessary.

You can also choose to bypass the link and embed the application directly in the page and set the height for how much of the page the app takes up. Most apps work best without sharing width. If you embed the app in a small layout space, you might find it hard to use.

If an app is not available to be used by a profile, for instance if you add the Assignment Manager app to a student or parent portal, the widget will display a message explaining that the user does not have access. Frog admins can alter access to most apps in Groups and Policies.

It's worth noting that some apps are effectively the same app, but provide different functions to different users. Apps such as Assignments is only visible to student profiles, the equivalents Assignment Manager and My Child's Work are the staff and parent versions. My Progress, My Students' Progress and My Child's Progress work in the same way.

In order to add the Assignments app to the student dashboard, you will have to create a student account and give that student account edit and manage rights to the student dashboard. The same process is required for parent-facing apps.

## Assignment Calendar

The Assignment Calendar widget shows homeworks but in a traditional calendar view. We designed it based on school requests to help students understand when their homework was due.

This widget will react differently, depending on the role of the person that is viewing it on the page. A Teacher viewing it, will see all of the assignments they have set.

Students will see just the assignments for themselves.

Parents will be able to see assignments for all of their own children

There is also a **Public view**, which shows all assignments set to classes, though not individuals. This can be useful both on public websites and for overall views. The Public view is limited, in that it will display the name of the teacher and homework title, but not allow you to view the assignment directly. Which the personalised view can do by double-clicking on the assignment.

## Basic Code Activity

The Basic Code Activity widget is one of the widgets you can use to collect work in from your students.

It allows your students to submit computer code as:

- HTML
- Javascript
- PHP
- or Python

This can be selected when you click the **Edit Code** button in the editing panel and select the dropdown options.

The code entered will colour code automatically and lint. That is to say it will highlight any errors such as unclosed tags. It will auto-complete mots tags and quotes for you, mirroring the functionality in most code editors. **Linting and auto-complete do not run for students when they are interacting with the widget.**

As a teacher, you can add starting code to the widget and set a task for your students to amend it, or leave it blank.

Success Criteria can be added as well, allowing you to give more detail around what you expect the students to be able to do.

This widget is the same as the activity in the New Assignment wizard. By making it available in the widget tray, this means you can construct a complete independent learning homework around the activity and then either assign the site or page.

It is worth noting that this widget **will not run or process any code** displayed. We built this widget following conversations with schools where they reported firewalls and anti-virus systems preventing electronic collection of code from students.

The final element of the Basic Code Activity that's worth highlighting is that the widget can be marked using Feedback, Frog's comment-based marking system. If you can't see the Feedback link and would like to know more, contact us.

## Blank Space

The Blank Space Widget allows users to specify the spacing between other widgets. This gives you more flexibility when designing the look and feel of your site.

The most common use of the blank space widget, is to align widgets with one another – to make the page look consistent.

When you drag a blank space widget onto the page, you will have the following options in the edit panel

- **Set height:** In pixels enter in the height the blank space widget needs to consume.
- **Space Above/Below:** In pixels enter in the height of the white space above and below the blank space widget
- **Rounded Corner amount:** In pixels enter in how curved the corners for the blank space widget are to be displayed. The higher a blank space is, the more rounded you can make the corners.

You can set a colour too.

You will see that as the settings are entered, the changes will immediately be reflected on the page, which make it easier to line things up in edit mode.

## Button

The Button widget is a very powerful tool. It currently has three complex tasks turned into simple button pushes.

Using the widget you can:

- 1) Duplicate a page duplicate a page from anywhere in FrogLearn onto the current site.
- 2) Copy a page's contents into the current page
- 3) Allow the end user to gain access to a site you specify

While these probably sound complicated, the button widget makes them very easy to set up and use.

### Duplicate a page

Let's look at copying a page first. Here I have a site called '*Contents for the button widget*'. I have created several pages, each with their own content. You can probably tell that I've create a bank of reusable layouts.

I'll now switch to this empty site and add a Button widget.

You can see I can **name** it and choose a **colour**. Then I select the **Link Action**. For this widget, I'll choose **Duplicate a page** and then using the Page selector, I'll navigate to the other site.

The page selector does not have a search tool and if I haven't created the site I have to check it's been shared with me. Selecting the site opens a cut-down version inside the Site Picker and now I select the page I wish to duplicate. When I save my changes and leave the editor, I now have a widget ready for me to click.

I'm prompted to name my page, I'll call it '*Lesson*' and click **confirm**. The site reloads and there is my new page.

### Copy Page Content

The second option in the button widget allows me to copy a page's contents into the same page. Let's add a new widget to this page. I'll drag it into the empty layout box on the lesson page. I'll name it add table and choose **Copy Page Content**.

I'll now pick the page I want to use. Same process as before, this time I'll use '*Contents to copy*'. Note how this page makes use of three layout boxes.

I'll also open **Advanced** and say that I want the contents to appear **Above** the button widget. When I leave the editor and click the button, the site reloads and the contents has been added to the page.

If I open the editor again, you'll see it's added the entire contents of the page to a single layout box. It is a limitation with the button widget, but hopefully you'll not find it too limiting.

## Button (cont.)

Here are some other ways you could use it, I've set up an information box, so that I can add key text quickly and for student blogs, I've got a page with a noticeboard widget all set up. This way each half-term, the students can click a button on their ePortfolios and have a new blog page.

One final idea is to have a page with all the different options set up. Then I could create a template for lessons for staff to use which already includes the buttons. Teachers would then be able to quickly add in additional structures to their site.

Hopefully you can see just how powerful this widget is, but there's another feature to look at as well.

## Site Access

Site Access allows the user to gain access to another site. This features allows you to create a subscription-type button where you can provide a link to a site, which when clicked, opens the site and sets the user to have view or contribute access.

You could use it in your Library site, where each book has its own site and your students sign up to review and discuss books. Or you could use it within an independent study course. When the students complete their first phase, they gain access to the second phase by clicking the button. They would not have been able to find or view the second site, as it would not be shared with them until they click the button widget.

**Users require Contribute rights** to the site the button is sitting on in order for them to see the button at all and you cannot use the button widget to change the current site's permissions for the same reason.

## Calendar

The Calendar widget allows you to either embed a Frog calendar or display an Agenda view listing all the events for a calendar.

The first thing you will need to do is choose what type of calendar to display – either the 'Calendar' or 'Booking Calendar'.

By default, this slider will be on 'Personal' which means it is pointing to the 'Calendar' application. If you click 'Booking' that will of course change the widget to look at the 'Booking Calendar'.

Once you have selected the calendar type you wish to display, you need to select the specific calendar item you want to display by choosing it from the dropdown menu.

Now you can choose the agenda view, which displays the next 5, 10 or 15 events or the calendar view.

You can see a height in the calendar view. This shrinks the space the calendar takes up, but does not shrink the text, so if you set a short height, such as 300 pixels, you can only see a few hours into the day.

In the calendar view, clicking on an event will highlight additional information for the event.

The Calendar widget also works with the Create Event widget, which enables you to create event directly into a calendar or booking calendar.

It's worth noting that you cannot set the calendar widget to display the logged-in user's calendar, only your own. If you wish to add the user's calendar to a page in Frog, this is possible and there is a tutorial on the community site showing you how.

## Code Viewer

The Code Viewer allows you to display:

- HTML
- Javascript
- PHP
- Or Python

The code displayed will automatically colour based on the language selected and provides linting assistance to automatically add closing tags, quotations and highlight errors.

To input some code, click the **Edit Code** button in the Edit Panel

The widget only displays code, it **does not run the code**. If you wish to demonstrate your programming, then the HTML widget can run HTML, CSS and Javascript.

The widget can have a title set in the Edit Panel, which can be useful for highlighting steps or different elements.

## Create Event

There are two ways to add an event or booking onto the Calendar or Booking calendars. You can either open the calendar or booking calendar applications via the search bar or FrogDrive, and then manage them in there, or alternatively you can do this via the 'Create Event' Widget in a site.

The advantage of using the Create Event Widget, is that it saves the number of clicks needed to get to the calendar and add events or bookings to it (especially if you use it on a dashboard).

To use the 'Create Event Widget' just drag the widget onto a page, and then click it to open the widget settings in the edit panel:

You will then be able to choose which calendar you want this widget to create events for, in the same way you would for the calendar widget:

- you have two choices – either 'Personal' which points to the 'Calendar' application, or 'Booking' which points to the 'Booking Calendar' application.
- Once you've chosen which calendar type you want to use, you then need to select from the drop-down list, which calendar item you wish the 'Create Event' widget to point to.
- You also have the ability to allow recurring events or not when using this widget.

Everyone will be able to see the Create Event widget, unless you use Rules to hide it. Permission to add events is handled by the calendars themselves. You will have to set up these permissions in the applications, otherwise users will receive an error message.

Once you have finished setting the Create Event widget's settings, it's worth adding a calendar widget below the 'create event widget' and set it to point to the same calendar. Combining these two widgets like this is a great way to use them, as it means the user adding the event or booking can see it added to the calendar straight away.

To see the widget in action, fill in the details, and then click submit. Once you have submitted the event, you should see it appear in the calendar below. If you need to edit and manage any existing events or bookings on the calendar, you will need to do this via the 'Calendar' or 'Booking Calendar' applications.

As with several of the other widgets, this is a widget mainly used by Frog admin. It's worth considering hiding it in the Groups and Policies app for all but admins as this will reduce the number of widgets in the widget tray.

## Embed Site

Sometimes, there are resources on sites within Frog that would be useful to have embedded into a different site. You can use the nested page widget to embed a single page from a site but if you want to embed an entire site into another one, you can use the embed site widget.

All you need to do to use this widget is drag it on to a page, click on it to reveal the widget settings in the edit panel, and then click on the select site button to start searching for a site.

I'm selecting this Notices – New theme site as I can showcase how embedding a site allows you to do more when creating content.

This site has 5 pages within it which can all be shown via this one widget. This is particularly useful when using the noticeboard widget as you can have notices for the whole school, ks3, ks4 etc all embedded onto a page, without having to have 5 separate notice boards on your site. It's worth mentioning that the theme I have used for the notices site has been stripped back to just show the tabs at the top and nothing else. This theme has been added as it allows you to keep the look and feel of the new site without any conflicting themes or backgrounds from the existing Notices site. If I quickly show you the staff dashboard, you can see how this has been used to display lots of notices to all staff without having lots of different widgets on a site. The information is easy to find and allows you to keep the page organised and easy to navigate.

The Embed Site widget retains the permission granted by its original site. This is especially useful when using noticeboards like in this example. Noticeboards require Edit and Manage rights to be able to post, but it is not always desirable for all staff to be able to edit the main staff dashboard. By creating a separate notices site, staff can be given editing rights to that site, and when nested on their dashboard, they can still post notices, but cannot edit anything else.

## Embed Website

Sometimes, there are resources on other websites which you want to use, but don't necessarily want to open in a new tab on your browser.

The Embed website widget allows you to include an external website as a resource in your site by embedding it within a page.

You can enter any normal web address in the Enter URL box in the edit panel. It's often worth testing the web address in a browser tab first, then copying that, rather than typing in directly. You can also set the height of the website from within here.

It's worth noting that you cannot embed non-secure websites inside Frog. You can tell if a website is secure, as the address begins with `http`, rather than `https` and that `s` makes all the difference.

Quite a lot of websites which have a login, will also prevent you embedding them.

There is no way to override these settings, and web links will have to do if you are unable to embed the sites. Unfortunately, there is no way for Frog to report to you that the website cannot be embedded, the browser is responsible for these sites being blocked and it is only when viewing the site out of editing mode that you can tell if you have been successful.

The External Link and the Text widgets both allow you to link to websites, which isn't the same as embedding, but at least means you can use the resource.

## External Link

Sometimes, there are resources on other websites which you want to use. You can make links via the Text widget, but the External Link widget presents everyone with a large clear button to click.

In the editing panel, the only element you need to fill in, is the Add a URL box. Add the website's address to this panel and the widget will work. I'm adding the BBC URL in here.

You can go further and name the link, so that it's not displaying the full web address. I'll change this one to BBC just to make it clear for everyone viewing the page.

You can also add an icon, either by uploading one directly from your device by clicking the upload button, choosing a file and then clicking done. Alternatively, you could choose an existing icon from within FrogDrive by clicking the FrogDrive button, finding the image you want to use, clicking it once to select it then clicking the use button.

You can also use Discover search. Discover searches Google images for appropriate images based on your search criteria. I'll type BBC in and click search, this will open discover and my search results will be displayed. If there is one that I like, I can hover over it and then press the use button.

You can then add a description to provide more information if necessary. I'll save those settings and you can see how the widget is displayed on the site.

## File Drop

The File Drop was originally designed to allow students to hand-in documents via the Assignments system. This widget offers the same functionality as the File Drop Activity in the Assignments wizard, but on a site.

Although it is mainly found in assignments, it has many ways it can be used as it provides you with an interactive area, where users can upload files. Please note that in order to interact with the FileDrop widget, users will need at least contribute rights to the site.

The File Drop has two views.

Individual means that only people with Edit and Manage rights and the individual who uploaded a file can see the file. This is a useful tool when working with students, as it allows them all to pass work to you but prevents them seeing anyone else's.

Group view displays all files to everyone.

You can allow or prevent users from deleting their own files. Again, this is really useful for the classroom. And anyone with Edit and Manage rights to the site can delete files from the File Drop too.

Like the other activity widgets, there is also the option to name the File Drop and add success criteria. If you are using the File Drop as part of an assignment, students will be able to upload directly to this area. If they have an iOS device such as an iPhone or iPad, then the free app FrogSnap will allow them to hand in images, audio files and video directly to the File Drop in an assignment.

## Forms

Forms are a great, simple way of collecting information from your staff, students and parent directly into Frog. And because, in most cases, they are already logged in, you don't have to worry about collecting their details. Which makes a Frog form a quick task, rather than a chore.

We're also making quite a few changes to forms in the next couple of releases, which will make them even easier to use and more powerful. So what this space for updates.

Currently, to create a form you only intend to use once, drag the form widget onto a page. If you plan to use your form on more than one site, you should create the form in the Forms section of FrogDrive. When you add a form to a site, it actually creates a copy of the Form. This is useful if you want to reuse the same layout but change some of the details.

In the Editing panel, click the New Form button.

A new pop up appears. Here you can add and remove elements to make your form.

As with everything in Frog, it's all drag and drop, and we've listened to what you've asked for. You can recreate the look of your paper forms by being able to set layouts for each row.

Let me show you what I mean.

Here I have a single row and I'm going to drag in a Text element. This is actually a Rich-Text box, allowing me to add links, images and make the text bold. I can use this to make a heading in my row top.

Now I can keep adding elements in this row, just like a Layout box when page editing, but I could choose to add another row underneath and have additional columns.

I can even move elements from one row to the another.

As you can see, we have a number of form elements we can add.

- We've already mentioned Text
- Single Line – allows me to add a single line for text entry.
- Paragraph gives the Form filler-in a larger space.
- Checkboxes let you set a number of options, which allow for more than one selection, while
- Radio buttons limit the user to one of the options.
- Dropdown is also like this
- Date Picker lets you select a date
- And File Upload allows your users to upload files to the form. This can be handy for school trips, reprographics.

Each element has options available, just like when you're editing a page. Most are fairly obvious, so I'm just going to highlight two here:

- If you check the Required Field, your users cannot submit the form without filling this bit in
- Hidden Field – As I mentioned we're making lots of changes to forms and this will be used to offer more functionality. You can ignore it for now.

In this form I've created, I used the Text element to give me form a title, but the form also comes with a title and description. If I go into the Settings tab for the Form itself, I can choose to hide these. This just gives me that little bit extra control over the look of the form.

When you're happy with the form, click Save Form and close the editor.

The page on my site now reloads with the changes. I can click Edit Form at any time and update it, but I also have a few options in the Editing panel, in the Advanced section.

I can move where the labels for each field sit. I can change the text on the submit button. And I can include text to display after submitting.

I can send my form to an email address or multiple email addresses, using a comma to separate them and I can set the form to only allow one entry per person using the Single Submission Form checkbox.

To view the results of my Form, I have two options. I can add the Data Viewer widget to a page or I can open the Data Viewer from the Site menu.

In the form results, I can see all the information, but if I click on the Action Cog, I can export all the data as a CSV spreadsheet or I can clear all the results.

One final feature that's worth mentioning, I can use Frog forms without being logged in, if I set the Site to be Public on the Web then the form can be used without the user being logged in. You cannot use the File Upload element though, for security.

If you'd like to see an example of a Form in action with quite a few different elements, take a look at the Reprographics site in Frog Templates. This site makes it easier for your staff to submit printing work when convenient to them and collect from your photocopy room when they are free. It allows your office staff to plan their time and prioritise work.

## Forum

The Forum widget is a great tool to communicate with your students, staff and parents. It can be used for class work, student voice or parent groups. I have even seen a forum used as an IT Helpdesk.

Like any forum on the internet, it allows users to create topics for discussion, that can then be replied to by any other users. Our forums however, don't require signing up or adding users. Being inside Frog, this happens automatically.

You will have to give at least **Contribute Rights** for users to be able to post on a forum and there are some moderation tools. You can prevent new posts from appearing until you have approved them and set whether users can edit or delete their own posts.

This is set to 'Never' by default. If you click Temporarily, it will give you 3 options, which symbolise the amount of time that users have after posting, before they can edit or delete their post. This is a popular option because it allows users to correct any mistakes at the point of posting but doesn't allow them to go in and make changes after the time limit.

If you are not worried about users being able to edit or delete their own posts whenever they want, you can just select 'Always'.

Anyone with Edit and Manage rights to the site can edit, delete or hide any post or thread.

You can download the entire forum or an individual thread as a spreadsheet should you need to.

## HTML

One of Frog's most powerful tools for web designers is the HTML widget. It allows you to insert HTML, CSS and JavaScript into a page.

This widget is disabled by default, given its ability to affect the platform. If you cannot see the widget in the widget tray, you will need to contact Frog's Service Desk to activate it.

It is important to note that the Service Desk cannot help you debug your code. You can open Frog or just a site in safe mode and edit the widget if it is causing issues for you.

To open Frog in safe mode add `?safemode` to the end of the web address replacing `/app`. For example, if your Frog platform's URL is `https://www.myschool.com` load it as `https://www.myschool.com/?safemode`

Individual sites can be opened in safe mode using an option in FrogDrive in the Action Cog.

FrogLearn runs Bootstrap 2.3, Moment.js and jQueryUI and the community has a number of tutorials showing how to add additional functionality. The community forums have a coding section with users sharing code. If you are comfortable with coding, it's also worth asking us about FrogCode, which gives you the ability to create your own widgets and Frog applications.

## Image Carousel

A popular way of displaying photos on Frog, whether for a gallery of student work or the highlights from a school trip or event, is to use the Image Carousel.

This widget reads images from either the site's timeline or a folder. It then displays these images as either a horizontally scroll banner or as a set of thumbnails.

### Site Assets vs Site Timeline

Let's take a moment to talk about the differences between Site Timeline and Site Assets. Both areas of a site store images as well as files, but the difference comes in how you interact with files and pictures.

Site Assets can only be added to when editing a site, and you would probably be using the Media, Text or Link to File widgets in order to add these images, using the Upload button in the edit panel. As such, anyone adding Site Assets requires Edit and Manage Rights to the site.

Timeline files are added separately to the editing process. Anyone with Contribute rights can add images either by sending from FrogSnap or using the "Send a copy to..." option in FrogDrive or using the Upload button on the page.

A good rule of thumb is that if you're editing, you're adding files to the Site Assets, if you're not editing, you're sending them to the Timeline.

Both Site Assets and Timeline files can be used by other widgets, you can find them in the collapsed Site Assets section in the widget settings.

### Image Carousel.

You can upload directly to the widget or you can use a folder in FrogDrive. With folders, you can keep updating and even over-writing the images and the image carousel will display these too, without you needing to edit the site. This is really useful if you have multiple places where you want to display the same images.

Make sure you check the sharing settings on any folders you use. If someone does not have viewing rights, they will see a message saying there are no files to view.

There are quite a few options with the Image Carousel. As well as alignments and height settings, you can choose to limit the gallery to just those images with matching keywords, labelled here as Tags. When adding images either via FrogDrive or FrogSnap you have the option to set these, and you can always use the Manage Timeline option in the Site menu and choose Edit to update the information.

The Upload button is part of the header, so hiding the header will hide that too.

## Link to File

The Link to File Widget allows you to quickly and easily create a clear link to a file from your site.

In the edit panel, you have the standard options to choose the file you wish to create a link to:

- Upload: To upload a file from your PC directly to your site.
- FrogDrive: Choose an existing file already located in the Documents section of your FrogDrive.
- Link to an existing file under the Manage Assets, which lists all the files already uploaded to the site.
- Discover: Use the inbuilt discover search to search for images or videos for the Link to File widget to link to.

You aren't forced to, but if you don't enter a name in the Enter a name box, the widget displays the holding text which reads 'Please enter name'

The Force download button is a nifty option when you just want users to download a file. For instance, you might want to supply a PDF as an order form to print out, but often the browser will attempt to open the PDF for you in a new tab. Some features of PDFs cannot be accessed via the browser display which can cause confusion, therefore having a force download option downloads the file and the user opens it in Adobe Acrobat reader and avoids any confusion.

## Log In

The Log in widget is a simple widget that serves two purposes:

The first is for use on sites that have been the share settings set to 'public on the web'. The widget then serves as a link sending users to the login page of your Frog.

The other purpose, is to let the user know that they are already logged into the platform, the 'Log in' widget will show a message saying they are 'currently logged in as' followed by their name.

## Media

Adding images, audio and video to your site can enhance your lessons and engage students.

The Media widget is designed to allow you to quickly add images, videos and audio files.

In the edit panel you will see the widget settings for the Media widget, and that you have a number of options when selecting a file to be displayed by the Media widget:

- Upload directly
- Find a file in your FrogDrive
- Search Google for images and YouTube video. More search options are available if you have FrogPlay, Planet eStream etc...
- Use a file you have already uploaded to the site in Site Assets. If you click the Site Assets drop down button, this will display any assets (ie. Images or videos) that have previously been uploaded to this site.

The media widget configures itself to either display images or a video player or an audio player.

It is worth noting that videos uploaded to Frog do not stream. If you upload a large video file or long video, it will take some time to play. We have a tutorial on the community which discusses best practice for web video.

It's also worth noting that if you have used FrogSnap, which allows you to send media directly to a site, these images, audio files and videos will not show up in site assets. They will appear in your FrogDrive and the site's timeline. In order to add this media to a page, you will have to use the FrogDrive option to locate the files.

## Nested Page

Creating content in one place in Frog and displaying in other areas is a very useful feature of FrogLearn.

Imagine that you want to create one noticeboard, which displays notices on both staff and student dashboards. Using the nested page widget, you can do just that. It is also useful when combined with the ePortfolio system. For example, imagine you're wanting to use ePortfolios as a planner for your students. You have a uniform policy page in this ePlanner. Should you wish to update the uniform page, you can change the central page and it will update all the ePlanners automatically.

The Nested Page widget retains the permission granted by its original site, so you can use this to limit access to certain pages. For instance, if you have a photo gallery on the student dashboard as well as a poll or forum you would want to give students contribute access, so they can interact with those widgets. In this scenario. Students would be able to contribute photos to the gallery. However, if you only wanted students to contribute to the poll or forum and not the photo gallery you can create a page with a photo gallery on and give students view only rights to that site, then nest that onto the student dashboard.

As you can probably tell, the nested page widget offers a lot of flexibility.

To use the Nested Page widget, just drag the widget onto your page and then select it to display the widget settings in the edit panel.

- Click the 'Select page' icon to the right of the search bar to open up a mini-FrogDrive, listing all the sites by their tagged category.
- In here you just need to click on the site you wish to embed a page from.
- The site will then load in the window
- And then you need to Select the page you wish to nest, and then click 'Use'.

Just before I do that, it is important to note you cannot nest a whole site or multiple pages using this widget, the Nested Page widget is only intended to nest a single page from one site into another. It's also worth mentioning that Site page links in the nested site will also not function.

Once you have clicked 'use', you will see the page is now embedded into your site – stripping out any of the theme from its native site, so it fits into this site nicely. The goal is

for the end user not to even notice this page is actually embedded from elsewhere in the platform and look like it is a normal page on this site.'

You will see there is another option in the edit panel, which allows you to choose the height of the nested page. It will be set to 'Auto' initially, which automatically resizes the widget to fit its contents. However, if you want to make this larger or smaller, just change the slider to 'Manual' and then enter the pixel height you wish the widget to have. If the widget becomes too small to contain all of the nested pages contents, a scroll bar will appear to the right, allowing whoever views the page to see all of its contents without taking up too much room. This is particularly useful if you need to add more content underneath the nested page widget is a simple text widget allowing you to highlight particular text.

The widget is pre-formatted to look like a paper pad and includes a rich-text editor.

The title can be changed from My Notes in the Editing Panel.

The available features of the text editor are discussed in the Advanced Text Widget video.

## Network Drive

The Network Files widget allows you to add access to a network share onto a site. You will need to have already set up Network Drive integration in the System Preferences / FrogDrive to be able to use this widget, as the widget just creates a window into the Network Drives users can access through the documents section of their FrogDrive.

Using this widget, your users can access their network files from home. The very first time they use the drives, it will require them to log in, however once set, this wouldn't happen again.

Setting up Network access is the task of your school's Frog Admin, but the Service Desk can work with you to enable this.

## Notes

The Notes widget is a simple text widget allowing you to highlight particular text.

The widget is pre-formatted to look like a paper pad and includes a rich-text editor.

The title can be changed from My Notes in the Editing Panel.

The available features of the text editor are discussed in the Advanced Text Widget video.

## Noticeboard

The noticeboard widget is a useful tool for leaving messages for others without filling up everyone's email inboxes.

It has two features in the Editing Panel.

Setting a height will fix the widget to a set height in pixels. This is useful when designing a page, as fixing the height means multiple notices will not push the page contents further down.

The Show/Hide notice detail allows you to decide if you want the notices to show the contents of each notice or just the title.

To be able to add a notice, you will need Edit and Manage rights to the site in question. If you do not wish to give all staff editing rights to a dashboard, you can create another site and use the Nested Page Widget to display these notices within a dashboard. This can also be useful to ensure the same noticeboard appears for both staff and students on their respective dashboards. For more information on how this works, you can view our Nested page widget guide.

To add a notice, click the Create Notice button. Type in a title and content then select when you want the notice to be displayed. The date picker means you have some flexibility in this.

When you're happy, click Submit.

In this example, I can see my notice already, but if I click on the title, the widget reloads displaying the contents.

More importantly, it also displays Delete and Edit links. The Delete option does offer a warning before removing the notice and the Edit option allows you to alter the notice.

You cannot retrieve a deleted notice.

Expired notices do not delete so the noticeboard widget will fill up with hidden, old notices if you don't housekeep them. Any expired notice titles will still be active links and to clear them, you need to remove them by clicking on the action cog and selecting

delete expired notices or manually deleting them in Edit mode. It can sometimes be easier and quicker however to simply delete the widget and add a fresh one at the end of term.

You cannot currently add a clickable link or upload a file to the noticeboard widget. One school has developed a FrogCode widget allowing you to do this called Noticeboard with File Upload. This is available for your school to install if you wish.

## Notifications

The notifications widget allows you to add Frog's internal notifications to a page. Notifications are available in the Profile menu and unread notifications are highlighted by the red icon on that menu's button.

If you wish to make these messages more visible, then you can display them in a page using the Notifications widget.

There are no settings for it in the Editing panel, but you can dismiss with the notifications as a type using the X on the right.

## Other Activity

Like all activity widgets, the Other Activity widget offers the same functionality as the Other Activity in the Assignments wizard.

Other Activity allows you to mark work not collected in via Frog. This can be useful when setting a homework with multiple tasks or activities.

Imagine setting some work to research a topic and complete a quiz. The quiz is self-marking, but you can use the Other Activity to provide a separate mark in the Assignment Manager for the research task.

The Other Activity has a second use, in that it provides a handy checkbox icon and banner should you wish to use it for displaying information.

## PDF widget

The PDF widget allows you to embed a PDF document directly in a page.

In the Editing Panel, you can upload a PDF directly to the widget, or collect it from FrogDrive. Using FrogDrive in this way will create a copy of the PDF on the site, so overwriting the original will not update the document in the widget.

You can also use the Site Assets link to link to a PDF already added and you can set the height in pixels to control how much of the page the PDF takes up.

Outside Editing mode, the usual tools are available. You can skip to a page, search the document, zoom, print and download and you can even rotate the document.

The PDF widget has proven particularly useful to schools who wish to display updating information such as cover lists and staff bulletins when the other systems do not integrate with Frog.

## Photo Stream

The Photo Stream Widget allows you to display a collection of images that have been sent to a site.

In the edit panel, you can add tags to the photo stream so that it only shows images with that tag.

In the tutorial video, the tag is war. Leaving this blank would display all images that are sent to this site.

You also have the option to hide the header from within the editing panel.

Hiding the header displays the photo stream like this, and showing the header displays the photo stream like this.

## Phrase of the Day

The Phrase of the Day widget is a simple text widget allowing you to highlight particular text.

The widget is pre-formatted to stand out and includes a rich-text editor.

In the Editing Panel there is only one option and that is to change the name of the Title from Phrase of the day to something of your choice. Unfortunately, it cannot be pre-loaded with multiple phrases, you do have to edit it each time you wish to change it.

The available features of the text editor are discussed in the Advanced Text Widget video.

## Poll

The Poll widget is a useful tool to quickly and simply survey individuals.

You can either import an existing poll or create a new one from the editing panel. If you click on new poll, this opens a window where you can change the title, the description and the label of the poll. From there you just need to enter the options. I won't save this example as I already have some added to my site.

A great feature is that I also have the option to edit the poll I am currently using, which means I can refine it if necessary in the future. I can also reset the poll from within the editing panel which permanently deletes all the data collected. The reset button is displayed in the edit panel when a poll has one or more submissions.

You can view all the submissions of a poll by opening the site menu and clicking data viewer. From here you can see all polls and if you click into one you can see, total submissions, first and last submissions as well as some handy graphs to help you visualise the results.

The data can also be downloaded to a csv using the action cog. As you can see you also have the option to clear the results if you would like to restart the poll.

## Quick Launch

The Quick Launch reproduces the set links in the FrogBar's quick launch menu.

There are no settings for this widget in the Editing Panel, but any links or Frog applications you add to the Quick Launch tray will appear here too.

This can be useful for directing your users to specific links, and not having to update multiple locations at once.

To find out how to interact with the quick launch menu, watch the FrogBar for Admins video.

## Quiz

The Quiz widget allows you to import a quiz to be either embedded in the page or used as a link. To add a quiz, I need drag in a quiz widget, then in the settings option, I click Import Quiz.

FrogDrive will then open and I can see My Quizzes and School Quizzes, so I'm not only limited to the ones I've created. If a school has FrogPlay, I'll also see FrogPlay Quizzes. FrogPlay is quiz content Frog has commissioned from teaching professionals and examiners. I also have Community quizzes here made by teachers sharing their resources.

Using the filters and search options I can quickly identify a quiz to use or make a new one. I can view the quiz questions, so I can ensure I'm happy and if I want to make a change, when the quiz is highlighted, I can click on the Action Cog and make a duplicate. As you can see, even through the widget, I have a lot of control.

Once I'm happy with the quiz, I click the Use button. This adds the quiz to the widget in the page. Here I add instructions and choose how the quiz will appear.

Default gives me a quiz space, which shows the instructions and includes a launch button

App link gives me a direct link to the quiz which matches the app and site link buttons.

And button view gives me a blue button to click on.

Clicking on all three launches the quiz engine in its own Frog application, ready for me to use. When I close this quiz down you can see my site remains in place behind it.

There is another option, which allows you to embed the quiz within the page. This keeps the quiz as part of the same site and doesn't run it full screen. Embedding is useful when you're adding learning material around the quiz.

Having the quiz widget in your site building tools gives you two options in how you use it. You could assemble a site or a page then use the Assign functions to set the quiz as a homework. All the results from the quizzes will then go into Assignment Manager.

But, if you just want students to take part in the quiz, without it being assigned then, the results will appear in the Data Viewer.

## Random Name

The Random Name Selector is a simple widget which has a big impact. Once you have added your widget to a site, you can then search for a group you want to use and then click randomise.

As a way of preventing students from hiding during class questions by not calling for hands to be raised, the widget demonstrates to students that their selection is random and that they have to engage with the teacher.

Any group in Frog can be selected, which makes the widget viable for prize draws and raffles. Groups can be added directly in the Groups and Policies app, so it would be very easy to create a new draw for 100% attendance, for example.

## RSS Feed

The RSS Feed widget is a useful tool to engage your students with regular updates from news feeds.

Most news websites continue to offer RSS feeds and it can be as simple as searching for them.

In this example, I'm going to look for a news feed from the royal society of Chemistry. I could go to their website, but sometimes these feeds are hidden away. It's far easier to search for "royal society of chemistry rss". The search results take me directly to their page.

Any of the links with the RSS logo next to them should be legitimate feeds. I can right-click and copy or follow the link and copy from the address bar.

I then paste this address into the Enter URL section in the editing panel and save and leave the editor. Now, every time a new article is posted, the feed will update with the headline and a Read More... link.

If the RSS feed contains images, these will appear in the widget too.

## Set Keyword

The Set Keyword widget is a tool which add simplicity to quite a complex concept.

Frog Sites can contain keywords to aid searching and can be used with the Site List widget to create menus from these keywords. Typically, these keywords are set during the sharing process, but to speed this up and to aid workflow, we have introduced the Set Keyword widget.

Let me show you it in action.

In this example, I have created a project site to use with the ePortfolio system. I intend to duplicate this site for each of my students for them to record their work towards the project.

The site's widgets are fairly typical, but I have added three Set Keyword widgets. Let's look at the first one.

In the settings tab in the editing panel, you can set the label for the button and have the button display an alert confirmation on pressing.

Underneath that, you can type in any keywords you wish the widget to add, in this case, I've set it to add 'draft'.

Scrolling down, I can also remove any keywords, in this case "in progress" and finally I can choose the colour of the button.

As I'm using this as a project space, I want this particular button to be the equivalent of students handing in an assignment, so I've added a Rule to the widget to only display for students.

The other two Set Keyword widgets only display for teachers.

I've also created a project hub site, and this will store my lesson resources and homeworks etc...

I've used the Site List widget three times to create lists of all the projects. And as a teacher, I can see each student's project and which requires my time. Students in the first column haven't handed in their work, so I have nothing to assess yet. Projects in the middle column are waiting on me and the final column is the completed section.

Logging in as a student, I only see my own site and when I'm ready, I click the hand in button. And when I close the site, I can see that my project has moved from one column to the next.

Switching back to the teacher view, I can see that student's site has moved from In progress to Submitted for marking.

Opening the site, I can add comments, add extra content if I edit the site and I can return it to the In Progress pile, or forward it to the Completed section.

While it seems complicated, using this workflow will save you plenty of time and create visual menus and it is not limited to ePortfolios. We have several schools using sites for school policies. Governors can view and amend these sites in committee and submit them for approval to the larger governing body. Once approved, the School's secretary is presented with a list of policies to publish. This same approach can work for co-construction of resources, sections of school websites, featured news articles and really anything where you need to move content from one state to the next.

There's one other feature of the Set Keyword widget that is worth showing you. We've added a Rule which is based on the keywords on the site.

Looking at the example project, I've included a page for when students have completed their project. The rule is set to only display the page when the site contains the keyword "completed". This same concept could be used to add a Help button or provide digital badges or display a widget with new instructions.

Currently sites do not reload based on changes to keywords, so if you wanted a level of interaction, you will need to close and reload the site to see the changes.

We'll create some example sites over the coming months to demonstrate the possibilities of this deceptively simple widget.

## Shared Folders

A useful tool for displaying, interacting and sharing documents is the shared folder widget.

This widget does not store documents itself, but instead points to a folder in FrogDrive.

I cannot create a folder via the widget, so I first I need to set up a folder in FrogDrive, which I can access from the Quick Launch menu.

I find it's best to create the folder, not in My Documents, but in School Documents. This keeps everything organised to a folder structure, which makes finding resources later much easier. This may seem confusing, but if you use the shared folder widget, nobody will notice.

I can only control sharing on one folder, not any subfolders. This means that if I want a set of resources for teachers in my department, but I want to share some resources with students, I'll need to create two department folders.

In my example, I already have some folders set up, called Student Resources and Teacher resources. I'm going to share the student resources with students and staff profiles, by:

- Single clicking to highlight the folder
- Clicking on the Action Cog
- Choosing Share
- In the pop-up, I can now type in individuals or groups or profiles. In this case, I'm going to add students and staff, so I'll type 'student'
- Frog then searches for any groups, users or profiles called student. I'm going to click on profile: student
- Now, just like site sharing, I can set the access. I only want students to be able to view the contents of the folders, not add or alter, so I'll leave it as view only
- I'll repeat the process to add teachers by typing 'staff', but this time, I'll give the staff profile edit and manage rights

It's worth noting, any folders or files inside a shared folder inherit the permissions of that folder and cannot be changed, unless you move them out of that shared folder.

Once the sharing is sorted, I can add the widget to a site.

- In the editing panel, I then click the Choose a Folder button.
- FrogDrive opens and I navigate to my shared folder, single-click to select it and then click the Use button.

As you can see in the other options, I can:

- change the title of the widget
- Set the default view to be a list – which is useful when you have long filenames. It's worth mentioning that Users can switch between icon and list view, but this option sets how the files display on loading.
- Allow Open in FrogDrive turns on the ability to open the shared folder outside the site.

## Site Link

Once you've created a few sites, it is likely you'll want to link them together to layout navigation for your users.

The Site Link widget makes this quite easy by creating a large button which displays the site's name, icon and description.

To use:

- Type in the name of the site you want to link to
- Click the magnifying glass search button
- Frog will then search the site title, tags and keywords for your search term.
- It's important to know that Any sites you don't own and are private will not show up here. You may need to alter the site settings to find them.
- Common search terms might provide lots of results, so you may need to click through the list to find the right one.
- Once you've found your site, click on it and the widget updates to be a link.

Lots of schools use the site link widget on staff and student dashboards to display all subject sites. Users can then quickly access whatever site they need to, without having to search or open FrogDrive.

The Site Link widget is not the only method of linking to sites, it's worth looking at the Text widget's site link and the Site List widget too.

## Site List

When you want to create a menu of site links, such as for a department menu, then you should consider the Site List widget.

Unlike the Site Link widget, which links to only one site, the site list widget will display all the sites associated by tags or keywords. This Widget only displays sites which the user has access to.

To use properly, you will have had to tag your sites while sharing. I'll just jump to a mathematics site that I've created, and I'll show you where to add these tags. One option is to add the tags in from the edit panel when in the site settings area, so I'll add these in here now. Alternatively, you can add the tags when sharing a site. Now that's done, I'll head back over to where I want to add my site link widget.

You can then add these tags or keywords to the Site List widget's settings and it will list the matching sites. In this way you can create dynamic, personalised menus.

As you can see here, I have added the tags Curricular and Mathematics, so this widget will display the mathematics site and any other sites with those tags.

The widget has three views or display types:

- List
- FrogDrive
- Tiles
- Grid

The sites will always display in alpha-numeric order of their titles.

## Site Timeline

The Site Timeline is similar to your personal timeline on your dashboard, it lists any files sent to the site either via FrogDrive or from the FrogSnap app.

The widget provides a place for users to add comments and like individual files, so can act like a forum.

Each file has a few controls in the Action Cog. Depending on your access you can:

- Hide files
- Send a copy to yourself or someone else or another site
- Edit or add tags, keywords or the description
- Delete the file

The most obvious use of the site timeline is a secure version of a Twitter or Instagram feed. Using FrogSnap, you can take photos in the app and send them directly to the site. The timeline will display them, refreshing automatically every 5 minutes – or you can hit the refresh button.

You can set the widget to only display files which have a specific tag against them. Which can be useful when creating galleries.

There are two other widgets which display images in a gallery form, the Photo Stream and Image Carousel although you are unable like or comment on these images.

The Site Timeline also exists in the Site menu in the top-left of the FrogBar. Here, under Manage Timeline.

## Table

The Table widget offers a simple, quick way of adding or importing tables to Frog.

Its most powerful feature is the import option, which can take a table from your clipboard and paste it directly into the page.

In this example, I've copied the table from this guide, copied it to my clipboard and then used the Import option to paste the contents into the widget.

I can change all the text contents and their formatting.

I can add rows, columns and even copy the contents of one slide to the next and I can resize the table using the resize options.

The text formatting options appear when I click on the contents of a cell, so I can change the font size, add images and links etc...

If you want more control over your table, it is worth looking at the table options in the Text widget.

## Text Activity

Like all activity widgets, the Text Activity widget offers the same functionality as the Text Activity in the Assignments wizard. The widget has no use outside of setting assignments.

It's included in the widgets pane because you can assign a site or a page. Adding the text activity widget to a page, then assigning it will activate the widget and allow students to fill in their answer.

You can add success criteria and mark against these, and visually they serve as a prompt to the students.

As a student, when using the widget, there is a Save button. Every time the student clicks this button, a new copy of their work is saved to the assignment. This is particularly useful should you need to return the assignment to the student to be reworked, as it will track the changes made.

## Text

The Text widget is arguably the most versatile widget in Frog. There are several tutorials on FrogCommunity which show you how to take advantage of the advanced element for web design, but for this video, we'll stick to the obvious features.

At first glance, the text widget allows you to add text in a range of preset format options, with different colours and font-sizes.

You can set a background to the widget to help the information stand out. You can also add outlines, rounded corners and padding.

I've added some links into this text widget and you have the following links options:

- App link – where you link to a specific Frog Application
- Web link – which allows you to add a web address
- Site Link - links to other sites within frog
- Page Link - links to another page in the site
- File Link - lets you upload a file linked to the text

In the same section, there is the un-link icon, which allows you to remove a link.

A couple of things worth noting:

The Page Link option only displays the page available from before you opened editing mode. So, if you've added a page whilst editing, then wish to link to it, you'll need to save and close the editor which will save the new page, then reopen it to add a page link.

You can add links to images, but be careful when selecting image, if you select any space around the image as well, then make the link, the image will disappear and display text instead. It's best to click on the image a second time, to refine the selection.

File links allow you to upload to the site, but you cannot browse files that have already been uploaded to the site, unlike the Link to File and Media widgets.

To add a link to open email, you'll need to add mailto: to the front of the email address.

The next section to concentrate on contains some of the features which makes the text widget so versatile. Alongside the ability to add images using either the image upload or Discover search, we can add in a table. The text widget itself allows you to paste in a table from Word or Excel, but you can also create a table directly. On clicking on the Table icon, the table Properties wizard appears allowing you to set the number of columns, rows, width etc...

You can change all of these later by right-clicking on the table and choosing the cell, row and column options, or by loading up the Table Properties wizard.

We have included a Special Characters menu and you have the ability to add in mathematical and scientific formula.

There is a lot more you can do with text widget, but for most day-to-day operations, that about covers it.

## Time

It's always handy to know the time. There are no options or settings to this widget, but the large display makes it useful for whiteboards and setting a task for the students to complete work by a set time.

## Timetable

The Timetable widget is only available if you have FrogLearn only and are not running Frog3 in the background.

Adding this to a dashboard works well, as it updates from your MIS. Any timetable changes made will appear on login for your users.

On the widget, there is the option of being able to move through the weeks, which is particularly useful to two-week schedules.

The magnifying glass allows to you to quickly search for the timetable of any teacher or student without having to open up your MIS program and run the search that way.

There is a setting to start the week on a Monday or Sunday. And this setting was added after requests from our international schools.

## User Info

The User Info widget can be handy for admins, especially when logging in as other individuals. It presents the display name, any classes and email address of the logged in user.

As with several of the other widgets, this widget is of limited use to most staff and students. It's worth considering hiding it in the Groups and Policies app for all but admins as this will reduce the number of widgets in the widget tray.

## Wall

The Wall widget is a mini-forum. It is limited to a single thread and an excellent way of capturing responses from students to a single question.

You can set a title in the editing panel and prevent any post appearing until you have approved them if you wish.

The wall widget also works well as an open form, such as when used with an ePortfolio or Personal Learning Plan. The student can post responses to direct questions, which can be viewed and responded to by teachers and parents.

You can also use it as a journal, blog or even a to-do list.

Wall posts can be replied to individually and anyone with edit and manage rights can delete a post or hide it from view.

You can also download the wall as a spreadsheet should you wish to.

## YouTube

Our YouTube widget makes it simple to embed a YouTube video directly into your page. This can be preferable to linking off to the new website as it keeps the learning focussed and avoid any distracting page ads.

Unlike the Media widget, which allows you to search YouTube using Discover search, the YouTube widget lets you **paste the web address of the video** directly into the editing panel.

The widget will always fill up 100% of the available width, but you can **set the height**.

### Advanced settings

YouTube allows you to **set a start time**. Use a colon to separate minutes from seconds or just type the time in as seconds, for example 62 seconds will start the video at 1 minutes and 2 seconds.

**Show Player Controls** hides the timeline, volume and pause buttons. Clicking on the video starts and pauses it.

**Privacy enhanced mode** stops YouTube recording information about anyone visiting your page – unless they click the video.

We're using YouTube's embed code – it's the only method they allow us to use - which means we cannot prevent suggested video links from appearing.