

Amathuba Self-Service Conversion



UNIVERSITY OF CAPE TOWN IYUNIVESITHI YASEKAPA · UNIVERSITEIT VAN KAAPSTAD







1. Add the "Convert to Amathuba" Tool to your Vula site

In your Vula site that you want to convert to Amathuba:

1.1 Navigate to Site Setup > Manage Tools





1.3 Click on the "Continue" button

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Wiki For collaborative editing of pages and content. • External Tools 0 Continue Cancel	Convert to Amathuba Group Manager Lessons (Lessons1) Lessons (Lessons2) Lessons (Lessons3) Lessons (Lessons4) Rubrics Sign-up Site Stats UCT NE You have enabled the Lessons subpage navigation for this site. Finish Back Cancel	1.4 Confirm the newly added "Convert to Amathuba" tool and click on the "Finish" button.
 ■ Lessons4 ■ Group Manager ■ ■ Sign-up ■ ■ Hypothesis ■ ■ Woodap ■ Convert to Amathubo ■ 	1.5 Your newly added "Convert to Ama the bottom of the navigation panel	athuba" tool will be added at I on the left hand side.

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STEP

2. Initiate the Conversion Setup

In the Vula site that you want to convert to Amathuba:

Ê	Lessons3	_
	Lessons4	
==	Group Manager	
Ï	Sign-up	
¢	Site Stats	
H	Hypothesis	
0	Wooclap	<u>م</u>
Ľ	content to Amathaba	-

2.2 If you would like to convert your Vula site and create a new course or community site on Amathuba, select the button in line with this option.

CONVERT TO AMATHUBA	Conversion Setup	
Conversion Setup	Choose how you would like this site converted to Amathuba In Amathuba	
Choose how you would like this site converted to Amathuba	Convert this site and create a new site in Choose type of site	~
In Amathuba	Choose type of site Convert this site, but do not create a news Community or Project	
Convert this site and create a new course site for 2023 Convert this site, but do not create a new course site	Email Notifications for conversion updates sam.leepan@uct.ac.za Additional addresses to notify of this migratio Centre for Higher Education Development	
Email Notifications for conversion updates Some.One@uct.ac.za	Start Conversion	
Convert this site and create a new course site for 2023 Convert this site, but do not create a new course site Subject to Faculty app	Note: that this is subject to the relevant Faculty approval.	



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In the Email Notifications for conversion updates section:

Conversion Setup		
Choose how you would like this site converted to Amathuba	2.4 Enter any additior	nal email addresses to
Convert this site and create a new course site for 2023	be notified of this	conversion process.
O Convert this site, but do not create a new course site	2.5 Click on the "Star	Conversion" button
Email Notifications for conversion updates	begin the convers	ion process.
Some.One@uct.ac.za		
my.name@uct.ac.za ×		
Additional addresses to notify of this migration		
Additional addresses to notify of this migration		
Start Conversion		NOTE
Start Conversion	Reply \ll Reply All \rightarrow Forward $\boxed{100}$	NOTE:
Start Conversion	Reply ≪ Reply All → Forward 🚺 🚥	NOTE: • You will receive
Start Conversion Start Conversion CH_ CILT Helpdesk To If there are problems with how this message is displayed, click here to view it in a web browser.	Reply ≪ Reply All → Forward 🚺 🚥	NOTE: • You will receive email confirming that the converse
Start Conversion Start Conversion CILT Helpdesk To If there are problems with how this message is displayed, click here to view it in a web browser. VIII A TO AMATHUBA	Reply ≪ Reply All → Forward 🚺 …	NOTE: • You will receive email confirming that the converse process has
Start Conversion CILT Helpdesk To If there are problems with how this message is displayed, click here to view it in a web browser. VULA TO AMATHUBA	Reply ≪ Reply All → Forward 📑 …	NOTE: • You will receive email confirming that the convers process has started for your
Start Conversion	Reply ≪ Reply All → Forward 🗊 …	NOTE: • You will receive email confirming that the convers process has started for your Vula site
Start Conversion CLT Helpdesk To If there are problems with how this message is displayed, click here to view it in a web browser. VULA TO AMATHUBA Hi, The Vule site TEST COUPSES SITE 2022 is being converted to Amathuba	Reply ≪ Reply All → Forward	NOTE: • You will receive email confirming that the convers process has started for your Vula site.
Start Conversion	Reply ≪ Reply All → Forward 🗊 …	NOTE: • You will receive email confirming that the convers process has started for your Vula site.
Start Conversion CLT Helpdesk To CLT Helpdesk To If there are problems with how this message is displayed, click here to view it in a web browser. VULA TO AMATHUBA Hi, The Vula site TEST COURSE SITE 2022 is being converted to Amathuba. Depending on the size of the site, this could take from a few minutes to several hours. We'll let you I	Reply \circledast Reply All \rightarrow Forward $\rarrow \rarrow \rar$	NOTE: • You will receive email confirming that the convers process has started for your Vula site. • Depending on the size of the site a
Start Conversion	Reply \bigotimes Reply All \rightarrow Forward	 NOTE: You will receive email confirming that the converse process has started for your Vula site. Depending on the size of the site at the processing of the proces p
Start Conversion Image: CLLT Helpdesk To Image: CLLT Helpdesk To Image: To	Reply $($ Reply All \rightarrow Forward $[$ $[$ $[$ $[$ $[$ $]$ $[$ $[$ $]$ $]$ $[$	 NOTE: You will receive email confirming that the converse process has started for your Vula site. Depending on the size of the site at the processing of other concurrent.
Start Conversion CLUT Helpdesk To If there are problems with how this message is displayed, click here to view it in a web browser. VULLA TO AMATHUBA Hi, The Vula site TEST COURSE SITE 2022 is being converted to Amathuba. Depending on the size of the site, this could take from a few minutes to several hours. We'll let you II For further assistance, contact cilt-helpdesk@uct.ac.za Regards, CILT Helpdesk	Reply \bigotimes Reply All \rightarrow Forward	 NOTE: You will receive email confirming that the converse process has started for your Vula site. Depending on the size of the site a the processing of other concurren conversions, this
Start Conversion Image: CLIT Helpdesk To To If there are problems with how this message is displayed, click here to view it in a web browser. Image: CLIT Helpdesk To Image:	Reply $($ Reply All \rightarrow Forward $[$ $[$ $[$ $[$ $[$ $[$ $]$ $]$ $[$	 NOTE: You will receive email confirming that the converse process has started for your Vula site. Depending on the size of the site at the processing of other concurren conversions, this may take a few minuted







STEP 3. Track the Conversion Progress

Starting	Exporting 2	Running	Uploading	Importing 5	Updating	to track the progress of you
Starting started 30	seconds ago ed to Amathuba, which could take be	tween 10 minutes and 12 hour.	s depending on site content and th	ne number of conversions in pro	gress. When It's done, we'll send	Starting point, to Exporting, Running,
an email confirmation, or y	ou can check back here for updates	L.				Importing and finally Updating

VULA TO AMATHUBA Hi. 3.2 Upon successful The Vula site TEST COURSE SITE 2022 has been converted to Amathuba: https://amathuba.uct.ac.za/d2l/home/13330 This conversion report identifies any limitations or issues with the conversion to Amathuba which may need attention: TEST COURSE SITE 2022 Conversion Report The Import Log in the Course Import History for the Amathuba site has additional detail. This should show as Complete with a final log entry of "Import is now complete status Completed. The next step is to copy the auto-converted content to your new Amathuba site. On your new course site Manage Course > Course Admin > Import/Export/Copy components > Copy Components from another Org Unit > Search for offering and then make the necessary edits as per the conversion report. Also visit the Amathuba staff resources page for more help documentation and upcoming training.

For further assistance, contact cilt-helpdesk@uct.ac.za

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- 3.3 Within Vula, **Conversion complete** upon successful conversion V completion, you . will be presented Ø Ø Conversion Report Converted reference site New Amathuba site with information A copy of this site on Amathuba Issues which may need your attention Import and update content and activities and links to in this new site. your conversion report, your This site has been converted to Amathuba! Here's what to do next converted 1. Read the conversion report which provides details on any issues that may need attention 2. Visit the converted reference site on Amathuba to review how the Vula content has converted to Amathuba tools reference site 3. Build your new Amathuba site by importing content from the converted reference site as needed and your new 4. Edit content or update settings in the new site as needed to address any issues flagged in the conversion report Amathuba site.
- completion, you will receive an email confirming that the conversion process has completed for your Vula site.

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Tools Here's how the tools in this site translate to Amathuba	
 Announcements more info Assignments more info Blogs more info Calendar Chat Room Choose one of these suggested alternatives such as MS Teams or Padlet. more info Commons more info Course Outline Content page in Amathuba more info Discussions Dropbor more info Gradebook Lessons Content in Amathuba Messages more info Participants Course Info / Classlist in Amathuba Podcasts 	3.6 The conversion report also provides a list of tools used in your Vula site and how these translate to available tools within Amathuba. The "more information" link provides further details about the tool and how it works within Amathuba.



Note: that as a reference site, this is a copy of your Vula site on Amathuba and should not be used for teaching purposes **or other activities.**

3.7 The link to the Converted reference site is a direct link that will open your reference site on Amathuba.





3.8 The link to your new Amathuba site is a direct link that will open your newly created blank course or community site on Amathuba.



This is where you will import and update content and activities ready for teaching.

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STEP

4. Copy the converted content to your Amathuba course or community site

Your newly created course or community site on Amathuba will initially be blank. You will need to populate it by copying content from your reference site into your blank course or community site.

4.1 In the new Amathu	ba course or comm	unity
amathuba EDN0023 2023	iii 🖓 🗘 I 👔	🚖 amathuba EDN0023 2023 🗱 🔗 🗳 🚊 🛩
Course Home Content Activities - Course Info - Grad	es Manage Course 🗸 Brightspace Help	Course Home Content Activities - Course Info - Grades Manage Course - Brightspace Help
Contenant I I I I I	Course Admin	Course Administration
EDN0022 2022	Content Reports Intelligent Agents	Category Name
EDIN0023 2023	Manage Files	Site Setup
	Quick Eval	Course Homepage Course Offering Information
Course Content 🗸	Announcements 🗸	Calendar Content
	There are no announcements to die	External Learning Tools Import / Export / Copy Manage Dates
	Create an announcement.	Components Manage Files
Quick Eval 🐱		Learner Management
		Elass Progress
	Calendar 🗸	Assessment

4.1 Click on "Manage Course > Course Admin"

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4.2 On the Course Administration Page, select "Import / Export / Copy Components".

amathuba EDN0023 2023	elect Course Offering	B	24306583-8967-4820-0	Search Show Search Option
A	243c65a3-8967-482c-t	Search Show Search O		Offering Code
ırse Home Content Activities → Course Info → Grades Manage Course →		Offering Code	۲	243c65a3-8967-482c-bd66- 231d33ae8c1e_20221110_1457
nport/Export/Copy Components	0	243c65a3-8967-482c-bd66- 231d33ae8c1e_20221110_1457		
nat would you like to do?				
Copy Components from another Org Unit				
Course to Copy: Search for offering				
Export as Brightspace Package				
What is a Brightspace Package?				
Export as Common Cartridge Val is Common Cartridge?			Add Selected Cl	ose
Click on the "Search for offering" button.	Search for site and s search res	your reference elect it from the sults.	Then click selected" b	on the "Add outton.

4.3 On the Import /Export / Copy Components page:

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4. Copy the converted content to your Amathuba course or community site

4.4 Click on the "Copy all components" button to begin the	amathuba EDN0023 2023	888 🖓 🗳 🎑 Catherine Fortune
copying process.	Course Home Content Activities - Course Info - Grades Manage Cours	e 🗸 Brightspace Help
amathuba EDN0023 2023	Copy Course Components History	
Course Home Content Activities - Course Info - Grades Manage Course -	Vula reference site: TEST COURSE SITE 2022 [10 Nov 22 14:57] Copy All Components Started: T0075816, 10 November 2022 Thursday 4:56 PM LMT	Copying in progress
Import/Export/Copy Components		
What would you like to do?	Copy Another Rickage View Content Review and Manage Dates	
Copy Components from another Org Unit What is an Org Unit?		
Vula reference site: TEST COURSE SITE 2022 [10 Nov 22 14:57] ×	A message will confirm that copying is in	progress
Export as Brightspace Package		
What is a Brightspace Package?	amathuba 🕴 EDN0023 2023	111 🖓 🛱 11 🔬 Catherine Fo
Export as Common Cartridge Core All Components Salert Components	Course Home Content Activities - Course Info - Grades Manage Co	urse 🗸 Brightspace Help
	Copy Course Components History	
	Vula reference site: TEST COURSE SITE 2022 [10 Nov 22 14:57] Copy All Components Started: T0075816, 10 November 2022 Thursday 4:56 LMT	PM Copy Completed: 10 November 2022 4:56 PM
	Copy Another Pickage View Content Review and Manage Dates	
	A green checkmark will indicate when co	pying has completed
Course Home Content Activities - Course	nfo 🗸 Grades Manage Course 🗸 Brightspace Help	
Copy Course Compone	nts History	
Vula reference site: TEST COURSE SITE 2022 [1 Copy All Components Started: T0075816, 10 No LMT	0 Nov 22 14:57] vember 2022 Thursday 4:56 PM Copy Completed	: 10 November 2022 4:56 PM
Copy Another Package View Content	Review and Manage Dates	
4.5 Click on the "View Content" button to	view the copied content in your new course	e or community site



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4. Copy the converted content to your Amathuba course or community site

4.2	In Amathuba in the	new course or com	nmunity site:	
	amathuba EDN00	23 2023	🇱 🛛 💬 🕼 🔤 🧟 Catherine Fortune 🔅	
	Course Home Content Activities	 Course Info - Grades Man. 	nage Course 🗸 Brightspace Help	
	0% Outcomes + New Unit	Visible	Add Existing Create New ····	
	Syllabus			
	External Resources	Syllabus		
	TEST DOC			
	TEST DOC			
	Hypothesis Basics		You may now start to edit content and activities as required in you new course or community site. Refer back to the conversion repor for what changes and issues may need to be fixed on your new course or community site.	r t

Note: <u>Instructions to Import/Export/Copy</u> content are also available with the Amathuba Resources for Staff on the CILT website



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5. Help and Support

If the conversion of your Vula site runs into an unexpected error and conversion fails, you will be notified of this in the "Convert to Amathuba" tool in Vula



If you require further assistance:

Review the



CILT website

Email

cilt-helpdesk@uct.ac.za

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