\<Classroom 2 AI\>

\<Instructional Equity Observing Tool\>
User Manual

Version \<1.0\>

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Revision History

Date	Version	Description Author
<04/27/2023>	<1.0>	<Initial document created> <Rory McCrory>

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User Manual

1. Introduction

1.1 Purpose

The purpose of this user manual is to provide the necessary information to users who choose to participate as an instructor to effectively navigate and successfully use C2AI's resources.

2. System Structure

2.1 Types of Users

There will be two types of users; Instructor and Admin. Instructors will have access to limited functions whereas admin will have access to everything. These features include:

Instructor:

- Login
- Upload video/audio files
- Request analysis of files
- Editing permissions for personal analyses
- Saving options for personal analyses
- Load previously saved analyses

Admin:

- Access to all users' analysis reports

2.2 System Organization

Listed below are the available components and the different features each one possesses.

Login
- Only available to Instructor
- Sign in
- Sign out

File Upload Page
- Available to instructors
- Access to upload audio/video files
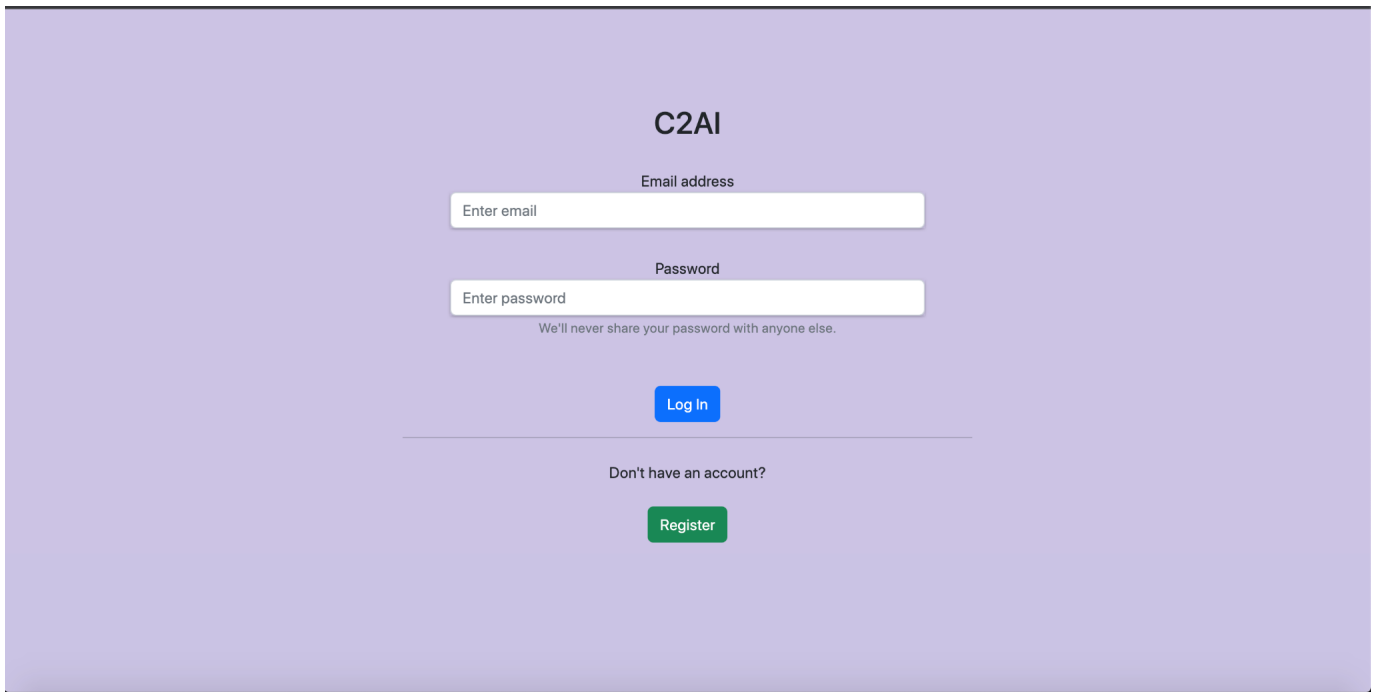
Analysis Page

- Available to instructors
- File player
- Editable transcript
- Editable question table
- Dynamic data visualizations
- Report Saving to both user account and local machine

3. Instructions for Instructors

Here you will find all the necessary information on how to access Code Karin as a student.

3.1 Login

When a student wishes to gain access to C2AI they must first login. To do this the user must enter their login information or register for the site.

After login is successfully completed the user has access to File player, Editable transcript, Editable question table, Dynamic data visualizations, Report Saving to both user account and local machine

. Once successful login has occurred the user will be brought to the file upload page:

3.2 File Upload

Once an authenticated user wishes to partake in file analysis he or she must click the "Choose File" button. Once done the user will be prompted to select a file from their file manager.

Then, the user must click the "Analyze Recording" button to submit their file for analysis. Once they have pressed this, they will be notified that their recording has been submitted and is now being analyzed:

After waiting for the analysis, the screen will automatically update to the analysis report page once the analysis is complete:

3.3 Transcript and Question Table Editing with Dynamic Visualizations

The user will be able to edit their transcript sentence by sentence if they so please. The user must click on a sentence in the transcript, and options will appear:

Once the user has selected their editing option, they can perform their editing, and click off of the sentence to confirm it.
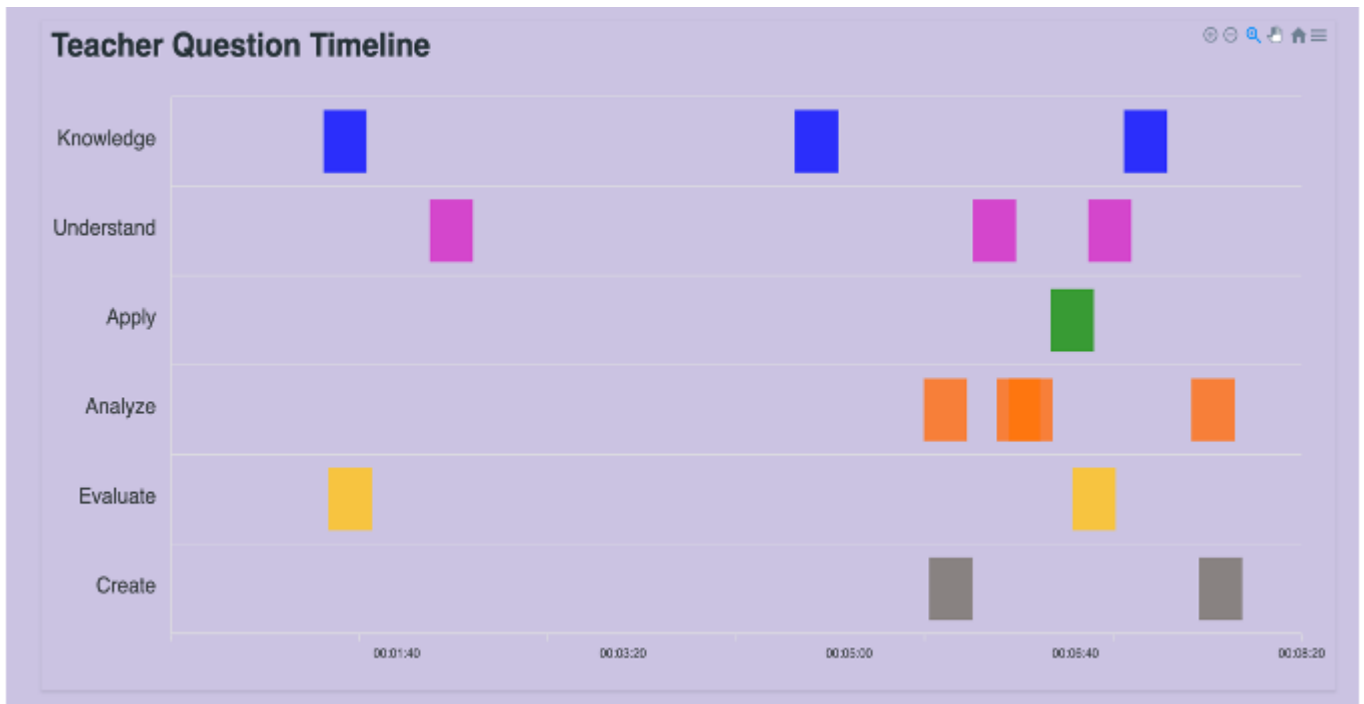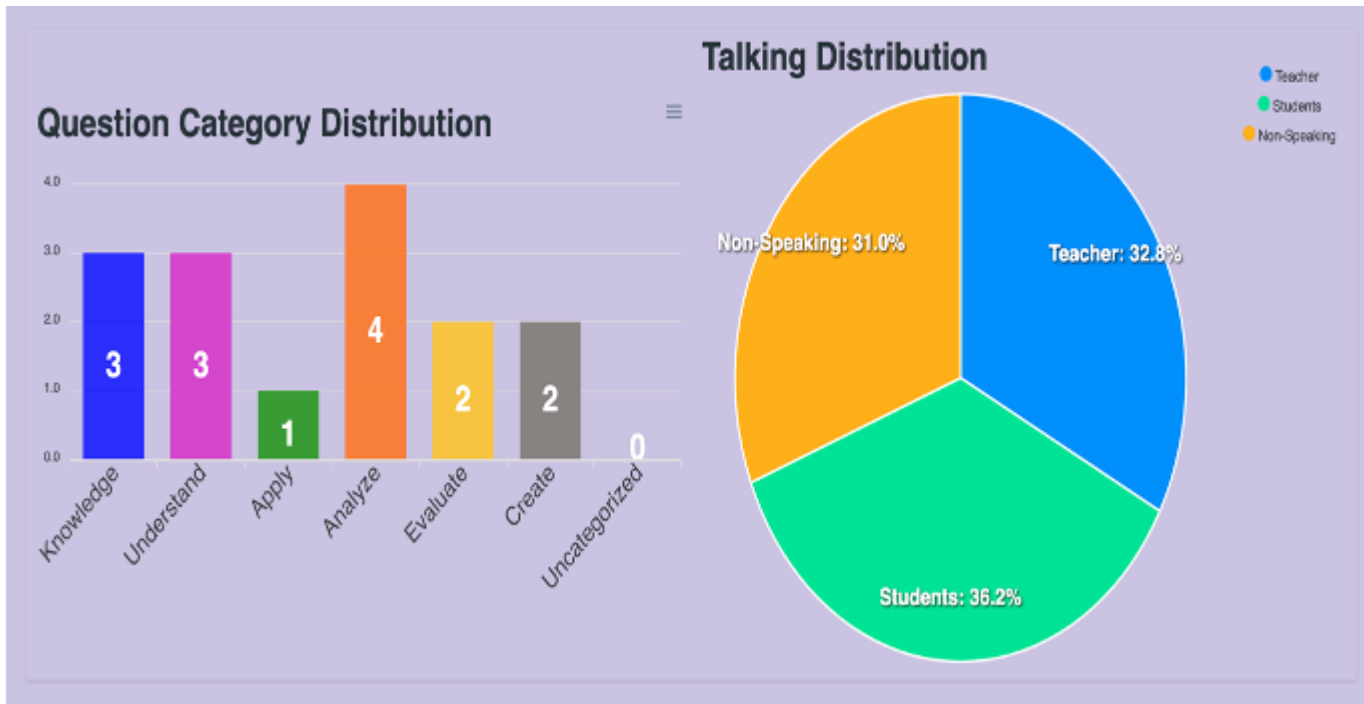
The user will be able to edit the question table by removing questions or selecting question categories to apply to the selected entry in the table.

The dynamic graphs and visualizations will be updated along with all of the users edits in both the transcript and the table:

Question Category Distribution

Knowledge: 3, Understand: 3, Apply: 1, Analyze: 4, Evaluate: 2, Create: 2, Uncategorized: 0

Talking Distribution

- Teacher
- Students
- Non-Speaking

Non-Speaking: 31.0%

Teacher: 32.8%

Students: 36.2%

Teacher Question Timeline

Knowledge, Understand, Apply, Analyze, Evaluate, Create

00:01:40   00:03:20   00:05:00   00:06:40   00:08:20

3.4 Report Saving and Account Page

Once finished the user wants to save their analysis report, they can name it and then save it to their account by pressing the "SAVE REPORT" button, or they can save it to their local machine by pressing the "Download Report PDF" button:
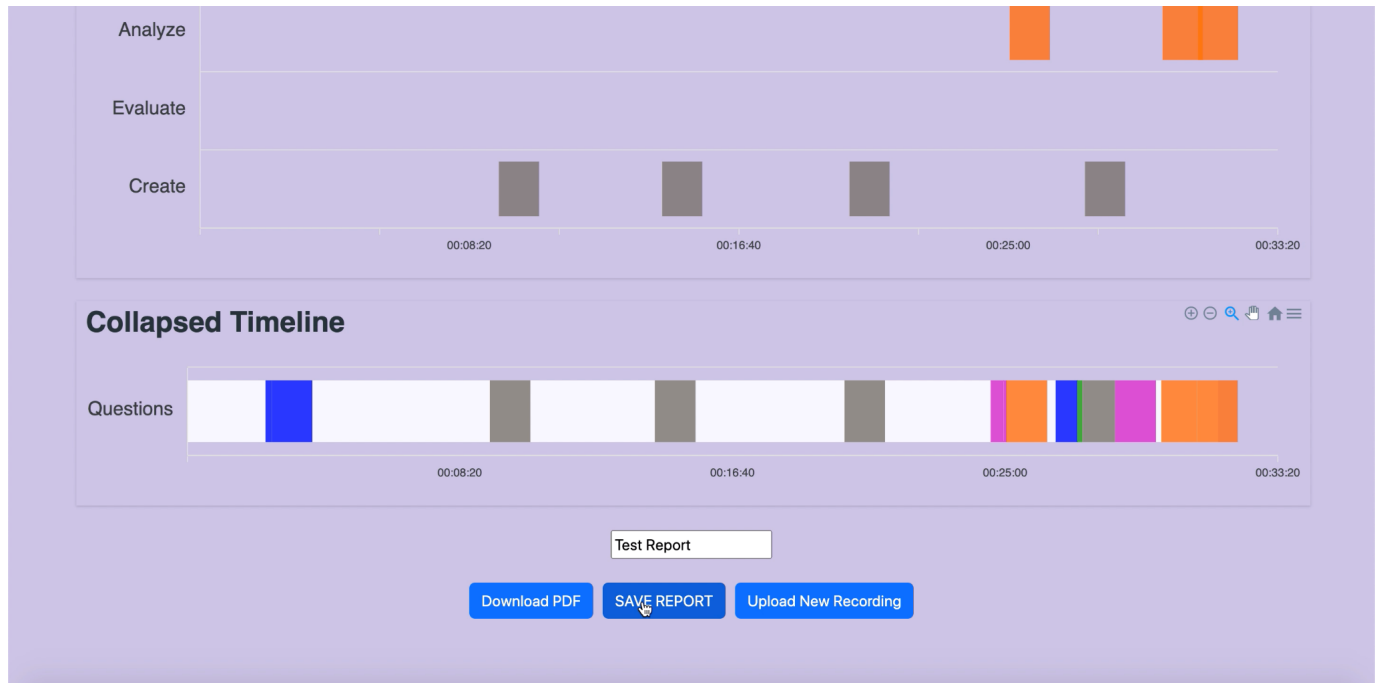
If the user is finished and would like to submit a new recording, they can press the "Upload New Recording" button. If the user would like to see their account page to find their saved reports, they must click the "Account" tab in the top right corner of the page.

Once this is clicked, the user will be brought to their account page:
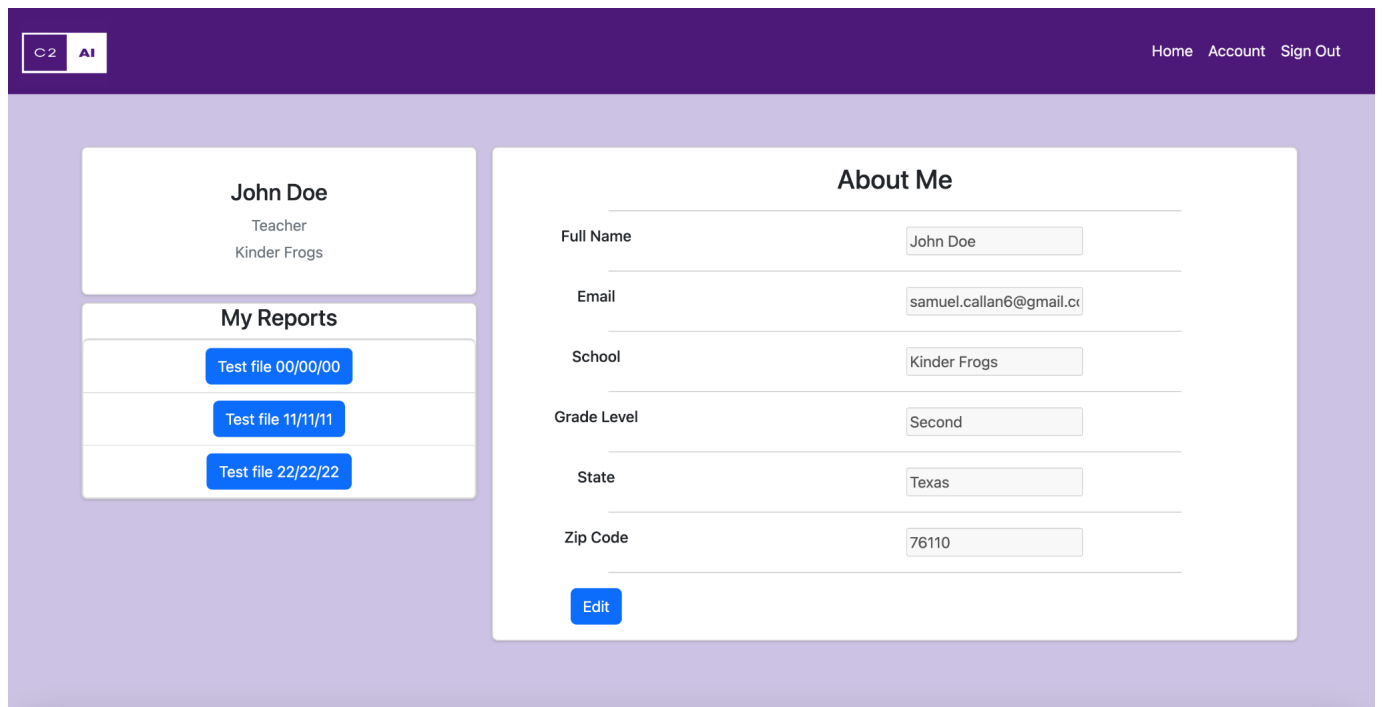
Here the user will be able to load their reports, delete their reports, or edit their personal information. If a user wants to load a report, simply click the desired report in the list, and press the green button. If they wish to delete, then they can click the red button after clicking the desired report:

Once this is done, the report will be automatically displayed on the Analysis Report page with no delay. The user can continue to edit this report and save the new changes the same way they would save the report in the first place.