

New Practices in Flexible Learning

XML educational tool suite for Collaborative Learning Environments

User manual for Role-Play tool

**David Said
Gautam B Ramamurthy**

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Mr Steve Fisher
Project Manager
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Mr Tony Sahama
University Supervisor
School of Information Systems
QUT

Mr Graham Willett
Coordinator
CEED Program
Queensland University of Technology

Mr David Said
Queensland University of Technology
Project Team Member

Mr Gautam B Ramamurthy
Queensland University of Technology
Project Team Member

1 What is the Role-play tool?

The Role-play tool is an educational application designed to allow a Role-play to be carried out within a Groove workspace. The tool was carefully designed with flexibility in mind to allow any role-play to be carried out within the tool.

Some of the important functionalities that are catered to using the RolePlayControlTab tool are as follows:

It allows the workspace manager to:

- build a cast of characters and assign them to current members of the workspace.
- assign the roles of a director to any of the space members (or assign himself a role of the director for the role-play).
- build the prologue to set the role-play and build the required scenes.

Each character defined by the director within the workspace, shares the following attributes:

- They will receive a public profile (viewable by everyone) and a private profile (only viewable by the player themselves or the director/workspace manager).
- The private profile, which can contain character's hidden agendas, will only be revealed to all when the play has been finalised.
- The player will have a private journal where their thoughts and feelings can be noted as the play is acted out.

2 Why should I use the Role-play tool?

The Role-play tool is an application built to be used within a Groove Workspace. The Groove Workspace is a Peer-to-Peer collaborative environment that allows users to come together and interact within the context of an educational role-play.

By using the Groove platform, users are not limited to a client server architecture where a central server would be required for all the clients to connect. A Peer-to-Peer system eliminates the possibility of an error occurring on the central server and corrupting the role-play.

The tool allows the educator to carefully lay out the base for the role-play prior to the participants joining the role-play and using the tool. This allows for a prepared role-play to be carried out.

3 What do I need to use the Role-play tool?

To use the Role-play tool you will need to have the following:

- Groove Workspace (can be downloaded from www.groove.net)
- the Microsoft .NET Framework (can be downloaded from <http://www.microsoft.com/net/>). If you do not have the .NET Framework installed, Groove will prompt you to install the runtime environment upon installation of the Role-play tool, or
- access to a workspace with the tool already installed, or your own workspace where you can install the tool

If you have all the above requirements, you will now be able to install and run the Role-play tool.

4 How do I install the Role-play tool?

There are two ways to install the Role-play tool. Both methods are covered below.

4.1 If you are installing the Role-play tool in your own workspace

To install the Role-play tool in your own workspace, you will need to access the tool installer. This will be supplied to you either via the Internet or on disc.

4.1.1 Required files are supplied to you on disc

If the required installation files are supplied to you on disc, you need to enter the directory that the RolePlaytool.grv is located in and double click the file.

The tool will be injected into the Groove Workspace and you will now be able to add it by going to the 'Add Tool' section of your workspace.

4.1.2 Required files are made available online and you have been supplied or have downloaded RolePlaytool.grv

This method will require you to have an active Internet connection to allow the tool to be downloaded to your computer. If you have downloaded (or have been supplied with) the RolePlaytool.grv file, the .grv file will have the required location of the entire application and will attempt to download it directly from the server.

Save the RolePlaytool.grv file to your hard disc and double click it. Groove will now automatically attempt to connect to the server storing the Role-play tool and install it into your Groove Workspace. The tool will be injected into the Groove Workspace and you will now be able to add it by going to the 'Add Tool' section of your workspace.

4.2 If you are joining a workspace which has the Role-play tool already installed

These steps should be taken if you do not have any intention of installing the tool into your own workspace and you want to access the tool in one of the workspaces that you are a member of.

4.2.1 Required files are made available online

If you are a member of a Groove Workspace that already has the tool installed and the installation files have been made available online, then the installation will be a matter of clicking on the 'Applications' tab in the workspace. The tool will automatically download and install itself.

4.2.2 Required files are supplied to you on disc

If the required installation files are supplied to you on disc, you need to enter the directory that the RolePlaytool.grv is located in and double click the file. The tool will now be accessible from within the workspace.

4.2.3 Required files are made available online and you have been supplied or have downloaded RolePlaytool.grv

This method will require you to have an active Internet connection to download the tool to your computer. If you have downloaded (or have been supplied with) the RolePlaytool.grv file, the .grv file will have the required location of the entire application and will attempt to download it directly off the server.

Save the Role-playtool.grv file to your hard disc and double click it. Groove will now automatically attempt to connect to the server storing the Role-play tool and install it into your Groove Workspace.

5 The Role-play tool tabs explained

5.1 Character editor

The 'Character Editor' tab allows the manager of the workspace to create characters for the role-play and assign the character to one of the members of the workspace.

The following information is displayed in this tab:

Character Name	The name the manager wishes to assign to the character
Character Role	The role the character will have in the role-play (eg. director, player, etc.)
Select Player	The player the character has been assigned to. This will display a list of the players currently registered in the workspace
Public Profile	The profile that everyone in the role-play will be able to see
Private Profile	The profile that is only viewable by a director and the player (this is protected from the audience and from other players)
My Journal	The journal of the player. Players will be updating their journal as the role-play is carried out
Character List	This is the list of current registered characters in the role-play.

The screenshot shows the 'Character Editor' tab within a software interface. The interface has a top navigation bar with tabs: 'Character Editor', 'Scene Builder', 'My Character', 'The Play', and 'Analyser'. The main area is divided into two sections. On the left is a 'Characters' list, which is currently empty. On the right is the 'Character Editor' form. This form contains the following elements:

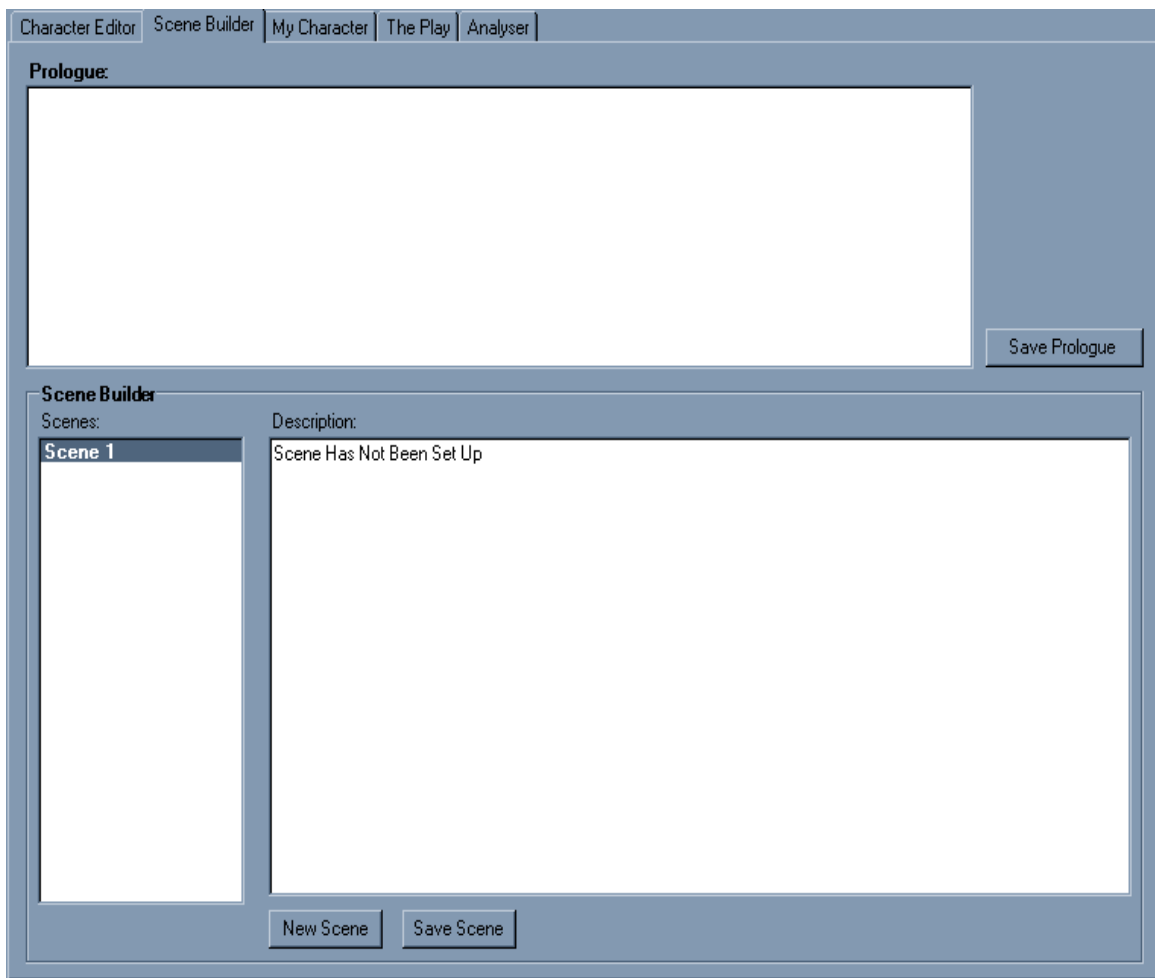
- Character Name:** A text input field.
- Character Role:** A dropdown menu with '-Select one-' selected.
- Select Player:** A dropdown menu with '-Select one-' selected.
- Public Profile:** A large text area for entering the public profile.
- Private Profile:** A large text area for entering the private profile.
- Journal:** A large text area for entering the journal.
- Action Buttons:** A vertical stack of buttons on the right side: 'Add Character', 'Delete Character', 'New Character', 'Update', and 'Clear'.

5.2 Scene builder

The 'Scene Builder' tab is used to give the manager a plan of the role-play and the scenes that will be carried out in the play.

The following information is displayed in this tab:

Prologue	The prologue to the role-play is stored here
Scenes	A current list of all the registered scenes (scene 1 is already created by default)
Description	This text box contains the description of the scene as entered by one of the directors.



5.3 My character

The 'My Character' tab is used to view the details of the your assigned character.

The following information is displayed in this tab:

- Character Name The name of your character.
- Character Role Your role within the application.
- Public Profile The profile that has been given you, which can be viewed by all the members in the role-play.
- Private Profile The profile that is only visible you. No one else will be able to view the private profile except the manager.
- My Journal A journal which you can use to outline your experiences as the role-play was carried out.

Character Editor | Scene Builder | My Character | The Play | Analyser

Edit Character

Character Name:

Character Role:

Public Profile:

Private Profile:

My Journal:

Update MyProfile

5.4 The play

The 'Play' tab is where the actual role-play is carried out. Participants join together and act out the scenes until the end of the play is reached.

The following information is displayed in this tab:

Prologue	The prologue to the current role-play is displayed here
Scene	This text box contains the description of the current scene
The Play	<ul style="list-style-type: none">• 'Character List': The list of registered characters for this role-play• 'Chat Box': This is where the current scene is played out. The chat session for the role-play can be seen here
My Journal	The player's journal, which can be updated as the role-play is acted out.

The screenshot displays the 'The Play' tab of the Role-Play tool. At the top, there is a navigation bar with tabs for 'Character Editor', 'Scene Builder', 'My Character', 'The Play', and 'Analyser'. Below the navigation bar, there are several sections:

- Scene:** A text box containing the message 'Scene Has Not Been Set Up'.
- Play:** A large area divided into two columns. The left column is empty. The right column contains the placeholder text '<Players Name> Message'.
- My Journal:** A text box at the bottom left, currently empty.

At the bottom of the interface, there are several buttons and a text input field:

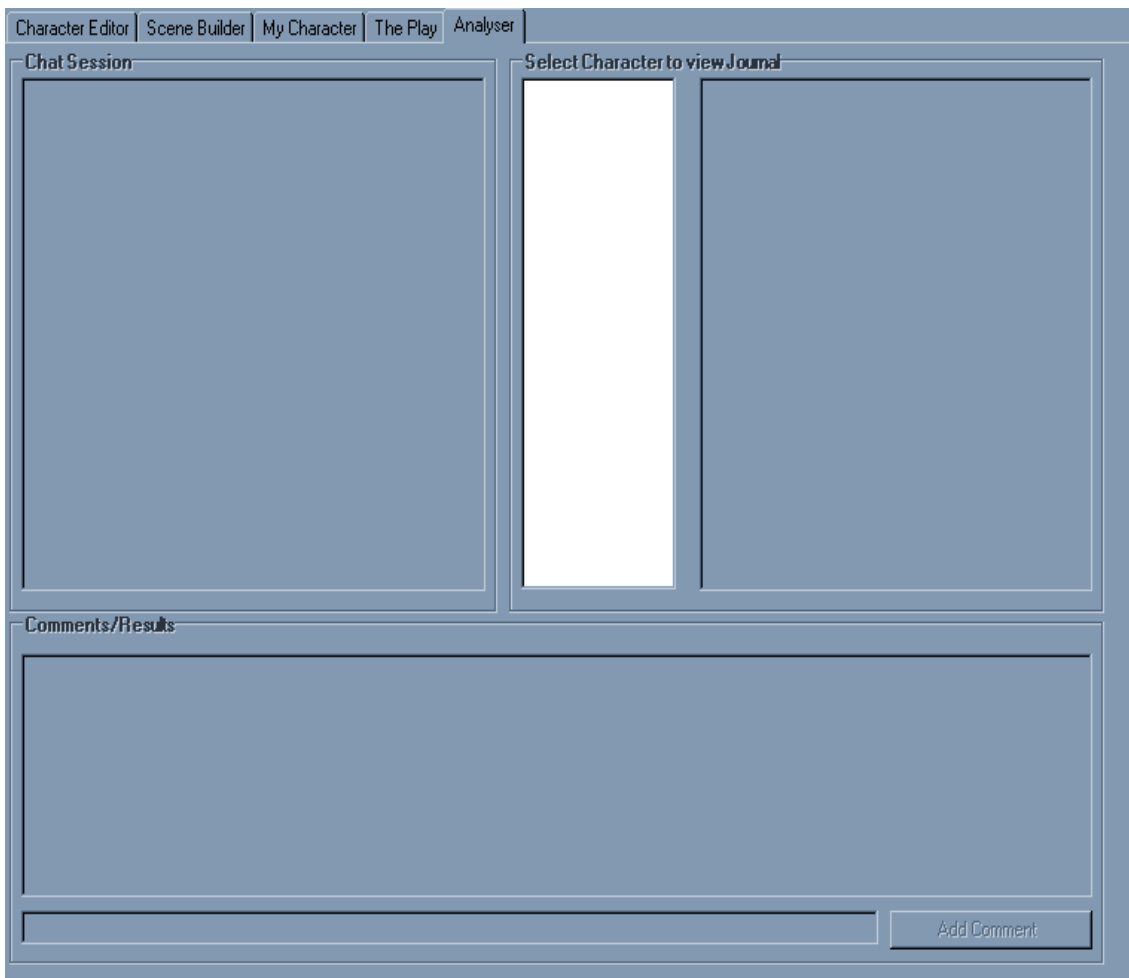
- A 'View Public Profile' button.
- A text input field containing '[Discussion message]'.
- A 'Submit' button.
- An 'Update Journal' button.
- A 'Next Scene >>' button.
- A 'New Chat' button.
- An 'End Chat' button.

5.5 Analyser

The 'Analyser' tab is used when the role-play has been completed and all users gather to analyse and review the role-play, as well as give comments on the end result.

The following information is displayed in this tab:

- | | |
|------------------|--|
| Chat Session | Here you can view a log of the role-plays chat session |
| Journal Viewer | Here you are able to select a user from the character list and view the players journal entries |
| Comments/Results | This text box is used to allows users to submit comments on the outcome or specific parts of the role-play |



6 Setting up a role-play

Setting up a role-play within the tool is the first thing that needs to be done. Please take some time beforehand to think through the scenes and the characters that would be required to successfully carry out the role-play.

Only a manager in the workspace and an assigned director within the play can set up a role-play or make changes to it.

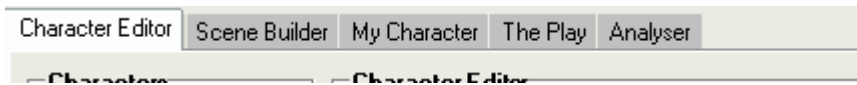
Please note: We suggest that setting up or modifying a role-play be done off-line to avoid players corrupting the data or accessing incomplete data. To do so simply right click on the Groove icon in the task bar and select 'work off-line'.

6.1 Adding characters to the role-play

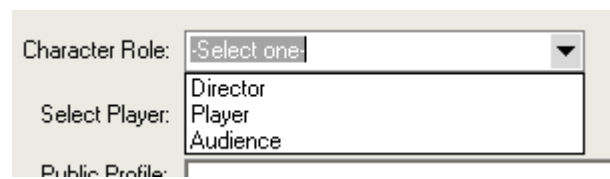
Once the role-play tool is loaded into your workspace, it is time to start adding characters to the role-play.

Follow these instructions to add characters:

1. Click on the 'Character Editor' tab.



2. Enter the name of the character you wish to add to the role-play.

A screenshot of a form field labeled 'Character Name:'. To the right of the text is a rectangular text input box with a thin border.A screenshot of a form field labeled 'Character Role:'. It features a dropdown menu with a downward-pointing arrow on the right. The dropdown is open, showing three options: 'Director', 'Player', and 'Audience'. Below the dropdown is a label 'Select Player:' followed by a text input box. At the bottom of the form, the text 'Public Profile:' is partially visible.

3. Select the role that the actor is to be assigned within the play.

When a user has been assigned a role within the play they can only gain access to the following tabs:

User Role	Access within the tool				
	Character Editor	Scene Builder	My Character	The Play	Analyser
Director	Yes	Yes	Yes	Yes	Yes
Player	No	No	Yes	Yes	Yes
Audience	No	No	No	Yes	Yes

Please note: Access to the analyser is only granted when the play has ended.

4. Select the user within the workspace that you want the character to be assigned to.

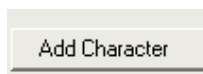
5. Enter the public profile for the character. This will be the profile that all other characters within the role-play will be able to access and view.

6. Enter the character's private profile. This is only viewable by a director of the tool and the character that it belongs to.

7. Initialise the character's journal. By entering text in this box, the user will be able to use their journal and keep a log of their role-play experiences.

A screenshot of a user interface element. On the left, the word "Journal:" is written in a small, dark font. To its right is a large, empty rectangular text box with a thin border, intended for the user to enter their journal entries.

8. Push the 'Add Character' button and the new character will now be added to the play.



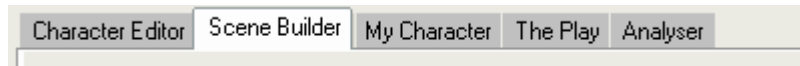
9. Repeat the above steps 1-7 for all the other characters you wish to create within the role-play.

6.2 Adding the prologue to the role-play

Now it is time to add the prologue and scenes to the role-play.

To add the prologues to the role-play, follow these instructions:

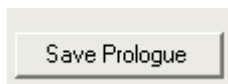
1. Click on the 'Scene Builder' tab.



2. Enter the prologue to the role-play in the prologue text box.

A screenshot of a user interface element. At the top left, the word "Prologue:" is written in a small, dark font. Below it is a large, empty rectangular text box with a thin border, intended for the user to enter the prologue text.

3. When the prologue has been successfully entered, click on the 'Save Prologue' button.



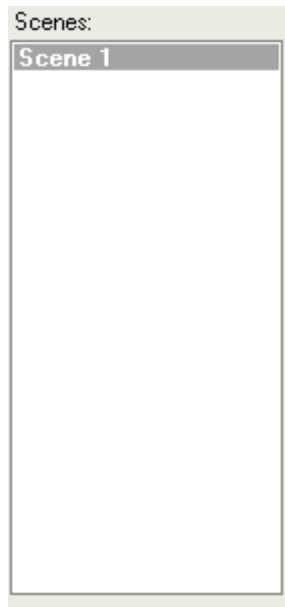
6.3 Adding scenes to the role-play

Now we can move onto adding scenes that need to be played out in the role-play.

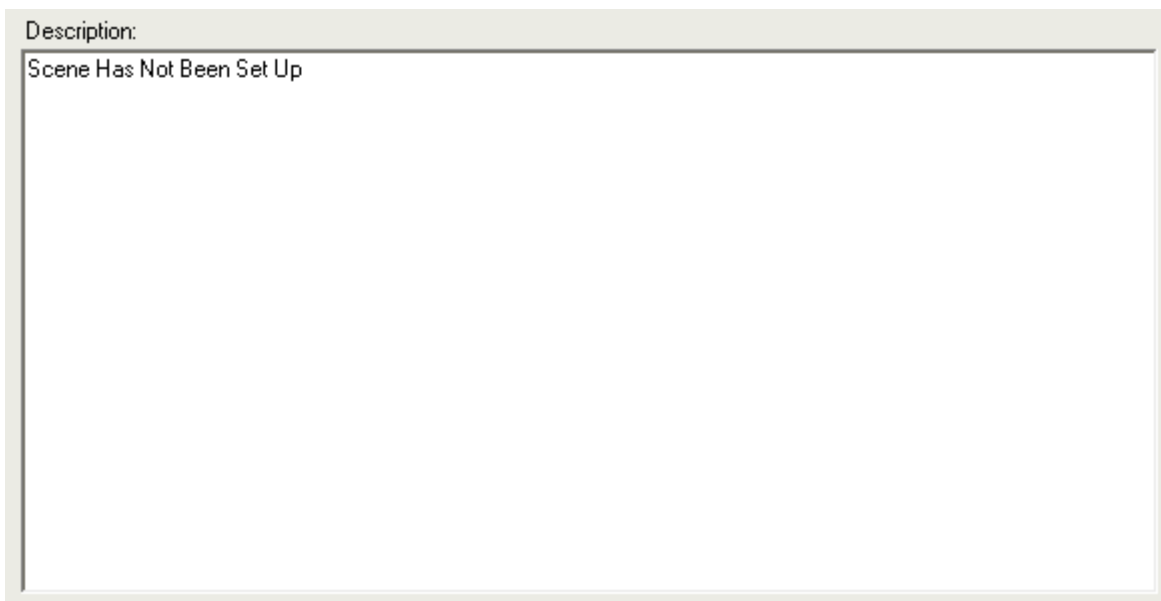
Upon adding the tool to your workspace, by default you will have a scene already created (yet not set up) for you.

To start, follow these instructions:

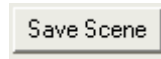
1. Go to the 'Scene Builder: Scene List' box and confirm that 'Scene 1' has been selected.



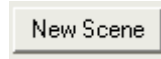
2. Enter the appropriate text for the scene in the 'Scene Description' text box.



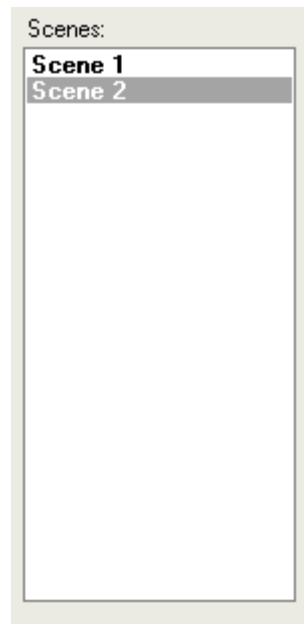
3. When you have finished adding the text for that scene, click on the 'Save Scene' button.



4. Once the first scene has been set up, it is time to move on to setting up the next scene. Click on the 'New Scene' button.



5. You will see that a new scene has been added to the 'Scene List' box.



6. Confirm that 'Scene 2' has been selected. Enter the required text description before clicking on the 'Save Scene' button (as shown above in steps 2 and 3).
7. Continue repeating these previous steps until all required scenes have been added to the role-play.

6.4 Starting the role-play after it has been set up

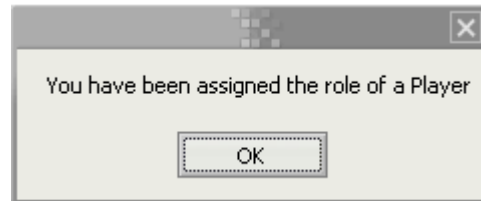
Once the role-play has been created, the role-play can be started and opened up to other users.

To start the role-play, right-click on the Groove icon in the system tray and click the 'Work Off-line' button to get Groove to reconnect to the workspace. All changes that you have made will be uploaded to the Groove Workspace and all users will now be able to access the role-play.

7 Acting out a role-play

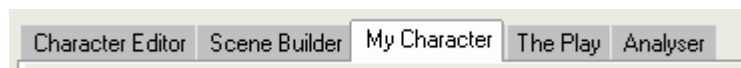
7.1 Viewing the role you have been assigned in the role-play

To access the play, click on the 'Role-play' tab in the workspace. You should see a message box displaying the role you have been assigned in the role-play



7.2 Reviewing your assigned character

Once you have gained access to the play, the first thing you should do is look at the character that has been assigned to you.



To do so, click on the 'My Character' tab in the tool and look at all the details that have been assigned to your character (see section 5.3 for a list of available details)

7.3 Accessing the role-play

After clicking the 'OK' button (as per 7.1 above), you can then access the tab labelled 'The Play'



Here you will be able to see details of the play (as displayed previously in section 5.4). This is where the role-play will be acted out.

7.4 Accessing the current scene and the role-play prologue

You can view the prologue to the role-play by viewing the 'Prologue' text box and, similarly, you can view the current scene by looking in the 'Current Scene' text box



This is a test play

Scene

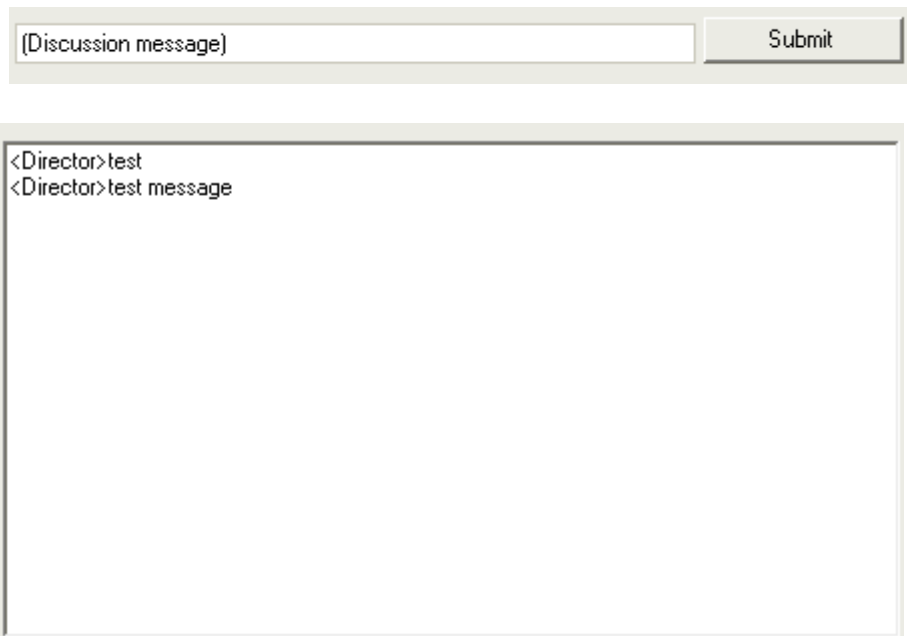
The first real big scene

7.5 Accessing user profiles

You can access any of the other user's public profiles by selecting one of the players from the players list and clicking the 'View Public Profile' button. You will now see a message box containing the public profile of the user you have selected. It is best to run through the list of players so that you can get a feel for who the characters are and what their public agendas are within the role-play.

7.6 Acting out the role-play

To act out in the role-play simply enter the text that you want to be viewed by all other users in the discussion message text box. After entering your text, hit the 'enter' key on your keyboard or click the 'Submit' button.



[Discussion message] Submit

<Director>test
<Director>test message

7.7 Updating your journal

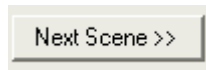
The journal entries of a player are kept private from all other users until the end of the play. This allows a player to log their thoughts throughout the role-play.

If you wish to add an entry to your journal, enter your journal entry into the 'My Journal' section of the play and click the 'Update Journal' button.



7.8 Changing the scene

This can only be done by the manager of the workspace, or a player who has been assigned the role of a director. As the role-play progresses, there may be a time when the role-play can move on to the next scripted scene. One of the directors in the play will have to follow the chat session and then push the next scene button when necessary.



All the players in the role-play will be notified that the scene has changed. The scene text in the text box will be updated to reflect the new scene details. The directors can change the scene until the last created scene (that was created in the scene builder tab), is reached.

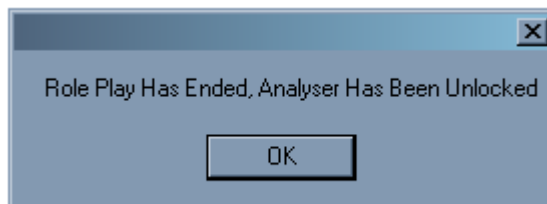
8 Ending a role-play

8.1 Ending the role-play session and unlocking the analyser

The role-play can only be ended by the manager of the workspace or by a director within the role-play. To do so, the manager or director will have to click the 'End Chat' button located on the play tab.



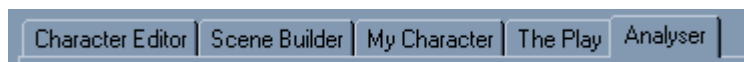
Once the 'End Chat' button is clicked, a message will go to all users informing them that the play has ended and the analyser has been unlocked.



Once this message is displayed, the role-play has ended and no further chatting is allowed within the 'Play' tab. All features of the 'Play' tab will be disabled and all players will have to move to the 'Analyser' tab to complete the role-play.

8.2 Accessing the analyser tab

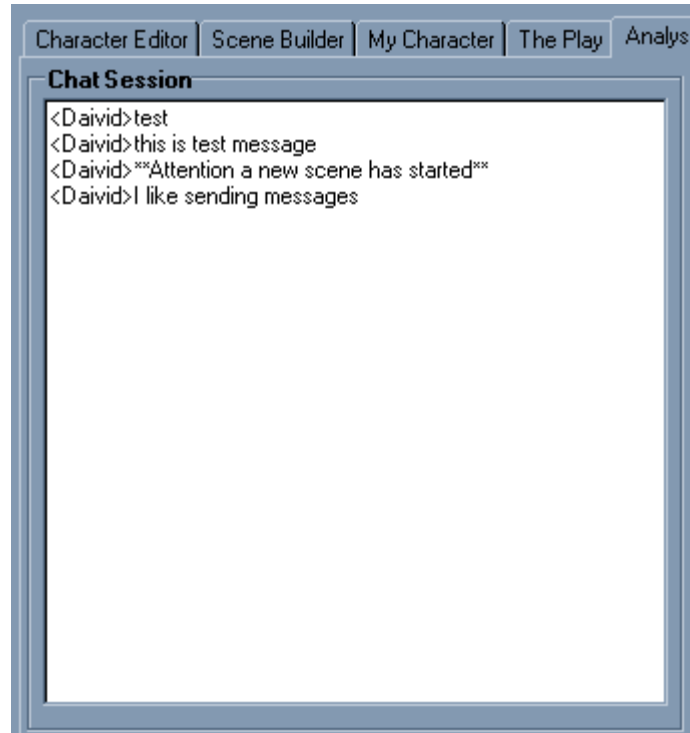
Once the play has ended and the analyser tab has been unlocked, the players will need to move to the 'Analyser' tab.



To access the analyser, click the 'Analyser' tab on the top of the role-play tool.

8.3 Accessing the chat logs in the analyser

You can view the role-play chat logs once you access the 'Analyser' tab in the tool.

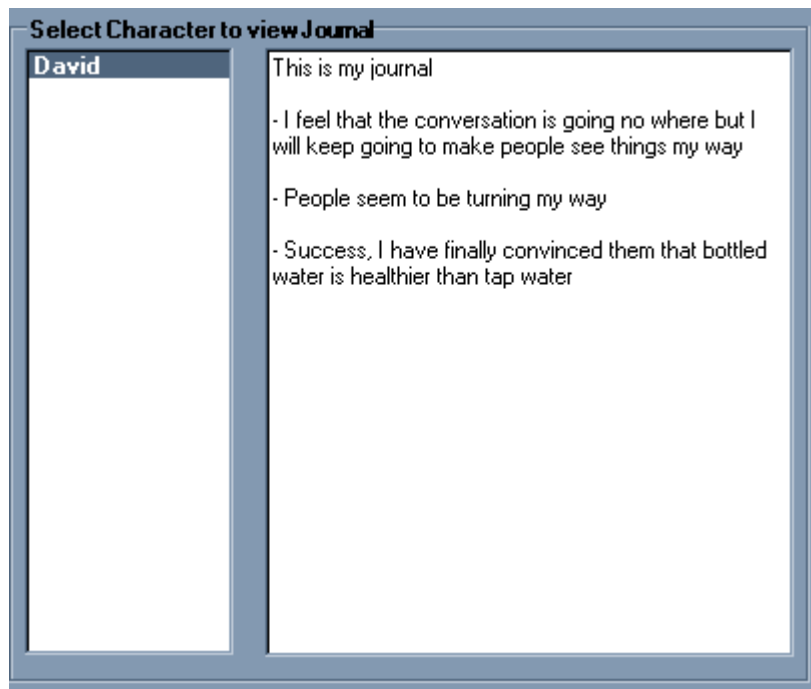


When you click on the 'Analyser' tab, you will be able to look through the entire role-play chat session. These logs include all that was discussed during the role-play, including the changes in scenes.

8.4 Accessing the players' private journals in the Analyser

To access an individual player's journals, users will need to gain access to the Analyser tab. Under the Select Character To View Journal section click on the required user name in the list of users

Once a character has been selected, their journal entries will be displayed in the text box to the right of the player list.



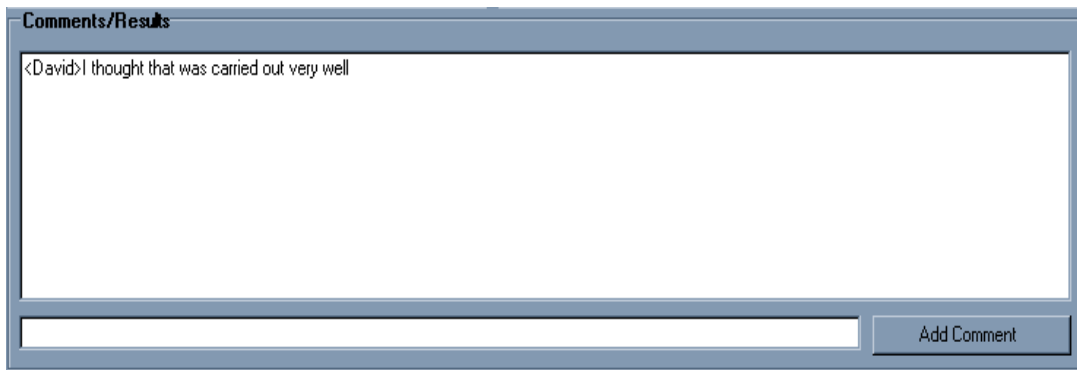
Please note: There are no restrictions in the journals available for viewing. Once the 'Analyser' tab has been unlocked, all users will be able to view all journal entries of all other players in the role-play.

8.5 Commenting on the Role-play in the Analyser

One of the most important features of a role-play is the ability for participants and viewers of the role-play to discuss and comment on how the Role-play was carried out. This makes the role-play a more beneficial learning experience. Such a feature is included within the 'Role-play' tool. This feature is only accessible in the 'Analyser' tab and can only be accessed once the play has been completed.

This feature gives the players and viewers a chance to express what was done well, what could have been done better and any other opinions they may wish to share with the rest of the group.

To enter such comments, go to the 'Comments/Results' section of the analyser tab and enter your comments in the text box provided.



Comments/Results

<David>I thought that was carried out very well

Add Comment

Once you have entered your comment, either hit the 'enter' key on your keyboard or click on the 'Add Comment' button.