UVa Collab for Research Collaborations

PART II

BILL COREY

RESEARCH DATA MANAGEMENT LIBRARIAN

UVA LIBRARY

RESEARCH DATA SERVICES AND SCIENCES

Introduction

This two-part series will explore using UVaCollab for research collaborations.

In the first session, we will discuss research collaboration, and how to use UVaCollab as a research site for a lab, or an individual or group project. We will discuss what tools are available, and how they can be used for research. We will create our basic Research site.

In the second session, we will complete our UVaCollab research site by adding the components you want, select the appropriate options, and add participants. We will create and link several sub-sites and discuss their possible uses.

All participants will have access to the completed site as a sandbox and reference for creating research sites of their own. There will be a Q&A at the end of the session for your questions and suggestions.

Introduction

UVACollab is the University of Virginia's central online environment for teaching, learning, collaboration, and research.

If you have ever taught or attended a class at the University of Virginia, you have probably worked with Collab. You may never have considered using it for anything other than teaching, or document storage for a committee or project.

UVACollab partners with faculty, staff, and students in the work that sustains the Academical Village—engaging in interactive discussions, joining virtual meetings, securely storing and sharing materials, and conducting research.

Introduction

Part I of this workshop talked about collaborative research, the benefits and considerations. We demonstrated how to create an UVaCollab site for collaborative research, and how to add Tools.

Part II will look at some of the tools available in UVaCollab to help facilitate your research. Internal tools, third party tools provided by UVa, and tools that are external to UVa that can be utilized in this environment.

We will also look at some of the functionality of UVaCollab including linking to external websites and resources, integrating with UVa-approved storage options, parent-child sites, moving large files, and adding non-UVa participants.

Tools for Research

UVaCollab includes three levels of features and tools. Some of them are course oriented, some collaboration oriented, and a some that can serve both uses. I've bolded the ones that are of interest for research.

- **Built-in**: **Overview**, **Announcements**, Anonymous Feedback, Assignments, **Calendar**, **Chat Room**, Course Evaluations, Discussion and Private Messages (to be retired 1/6/19), **File Drop**, **Forums**, **Lessons**, **Messages**, Polls, **Resources**, Roster, **Sign-Up**, **Site Info**, Syllabus, Tests & Quizzes, **Web Content**, and a **Wiki**.
- **Third-Party**: **Blackboard Collaborate LTI**, **Panopto, Piazza**, and i>Clicker.
- **SHANTI**: **NowComment**, **Wiki (Confluence)**, **Kaltura Media Gallery**, and **WordPress**.

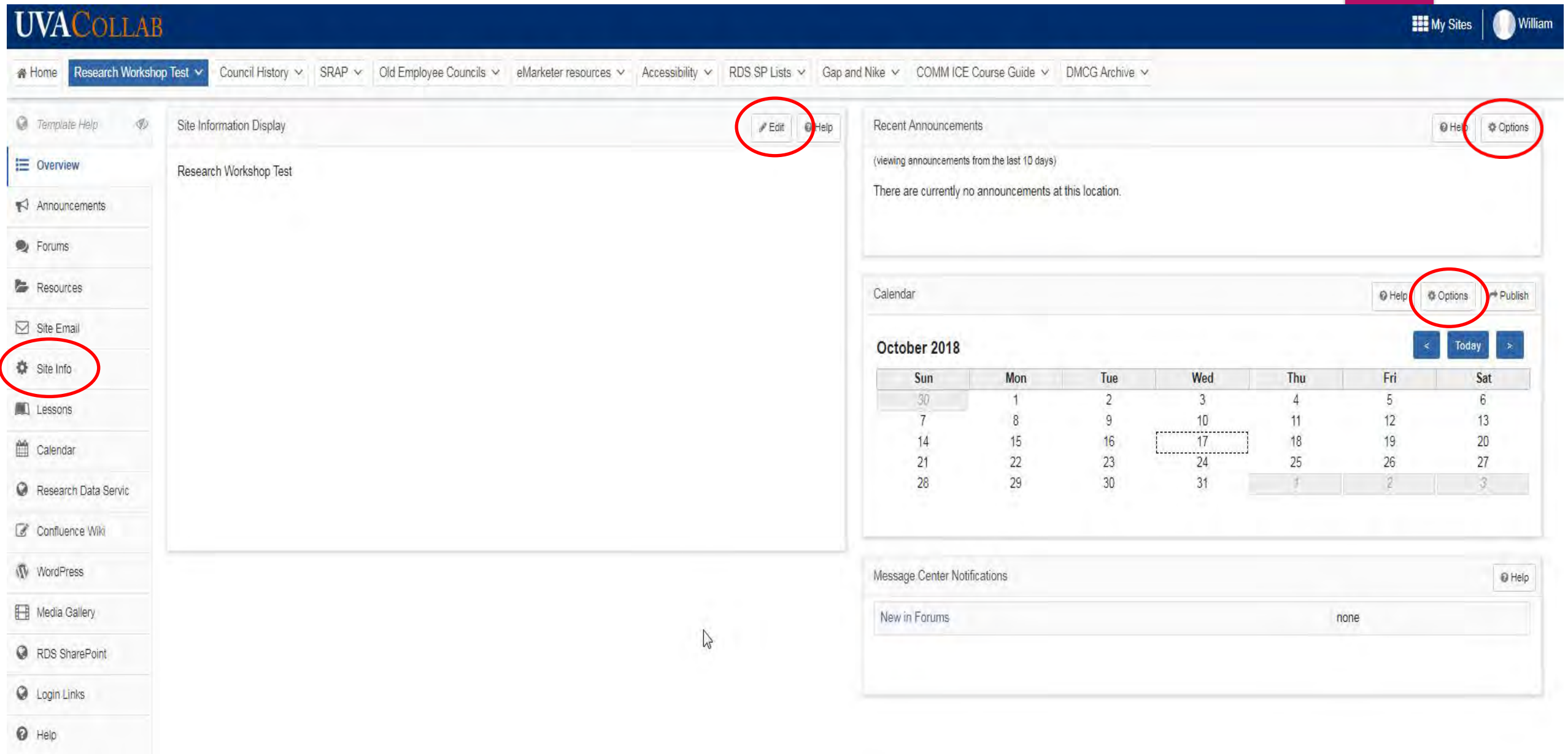
Tools for Research

Which tools are most important? It depends on how you intend to use the site. Basic tools, 3rd party, and SHANTI tools should all be considered.

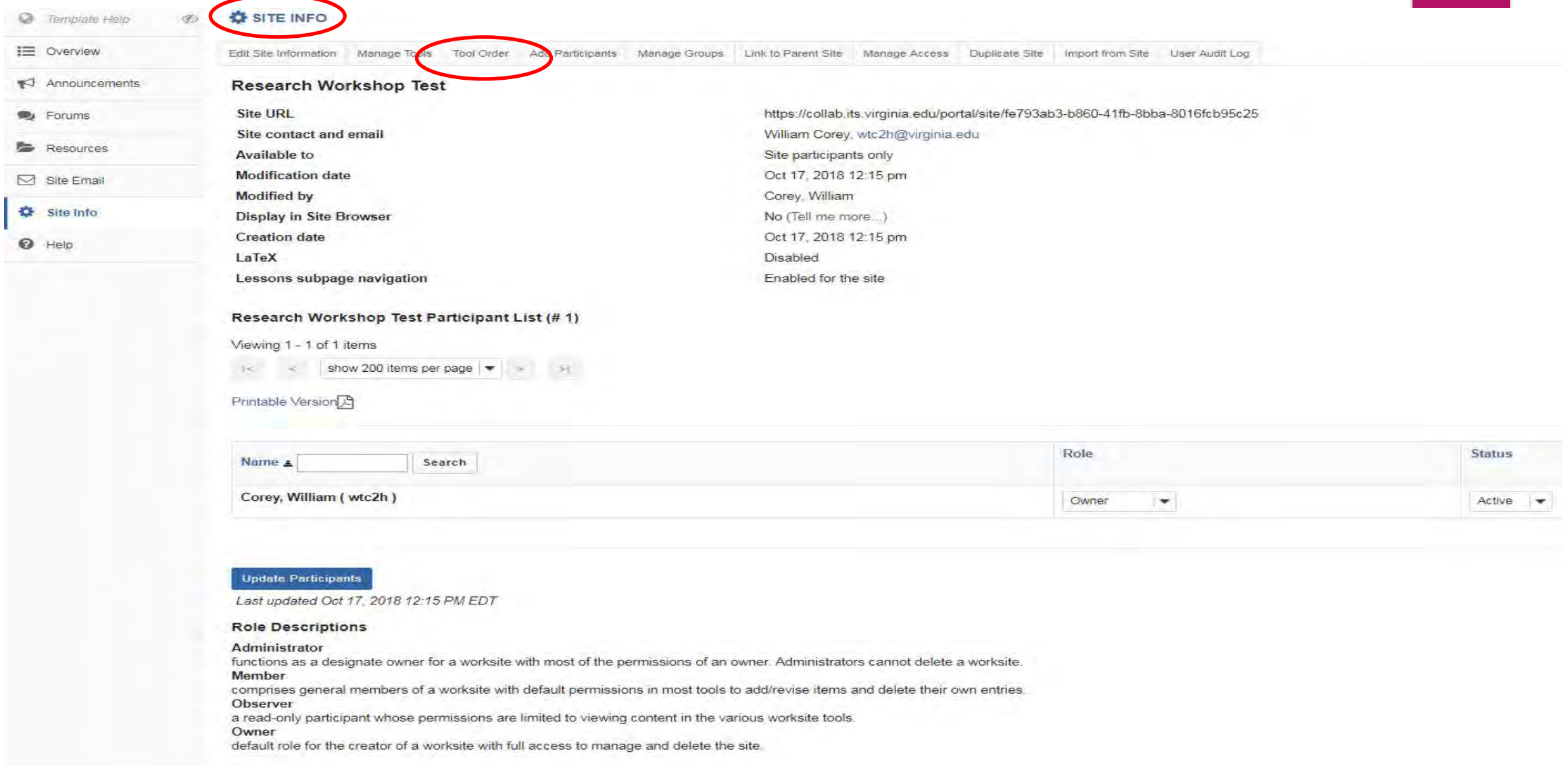
Kaltura - **Media Gallery**, **Resources**, **Lessons**, **File Drop**, and a wiki should be on all sites.

- Communication tools – Announcements, Chat Room, Forums, Messages, News (RSS), and Wiki.
- Document storage/viewing – Resources, Lessons, File Drop, and Web Content.
- Information sharing – Wiki (Confluence), Resources, Web Content, Forums, WordPress.
- Open Science – WordPress, Wiki (Confluence).
- Collaborative Research – Blackboard Collaborate LTI, NowComment.

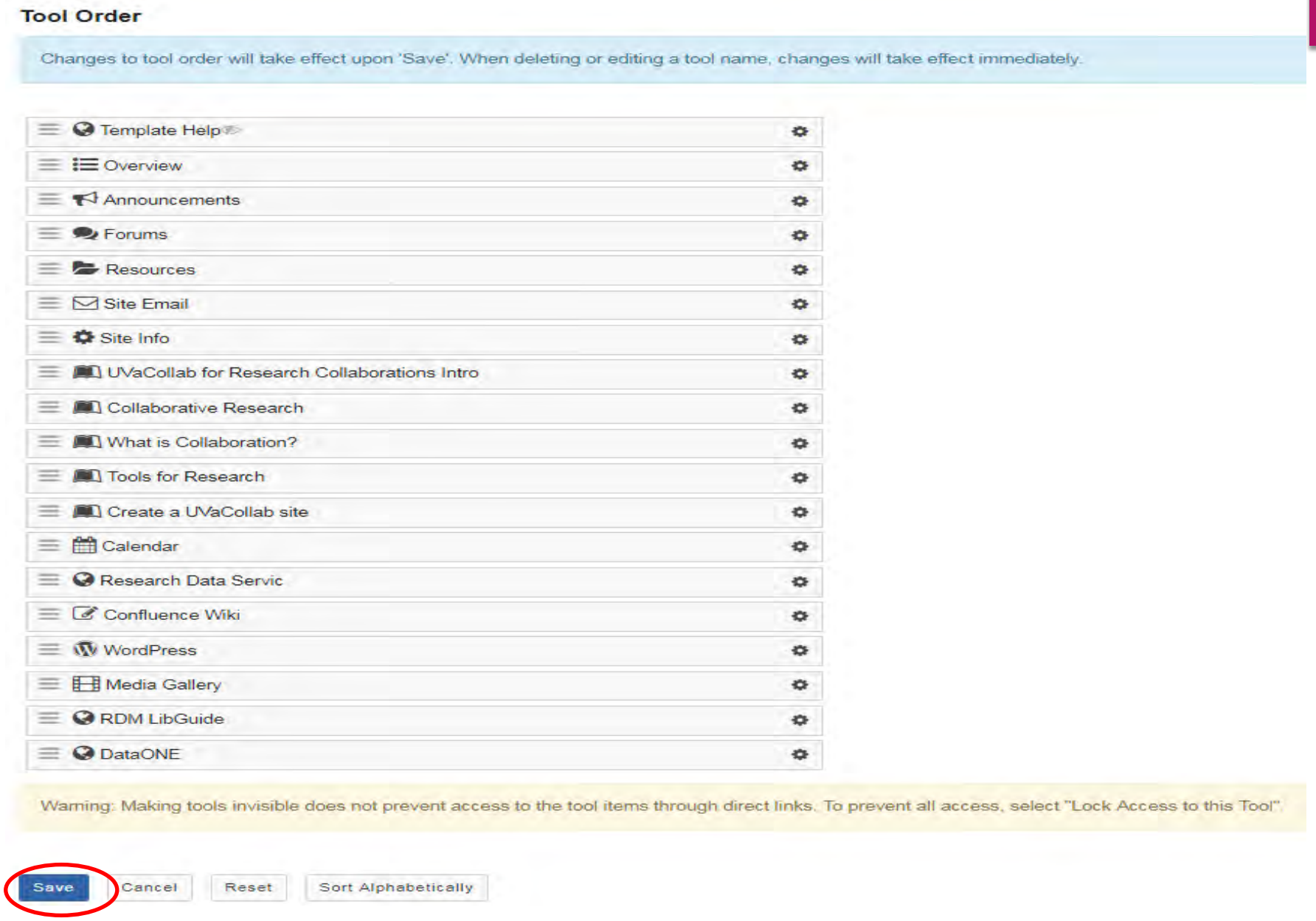
Research Workshop site



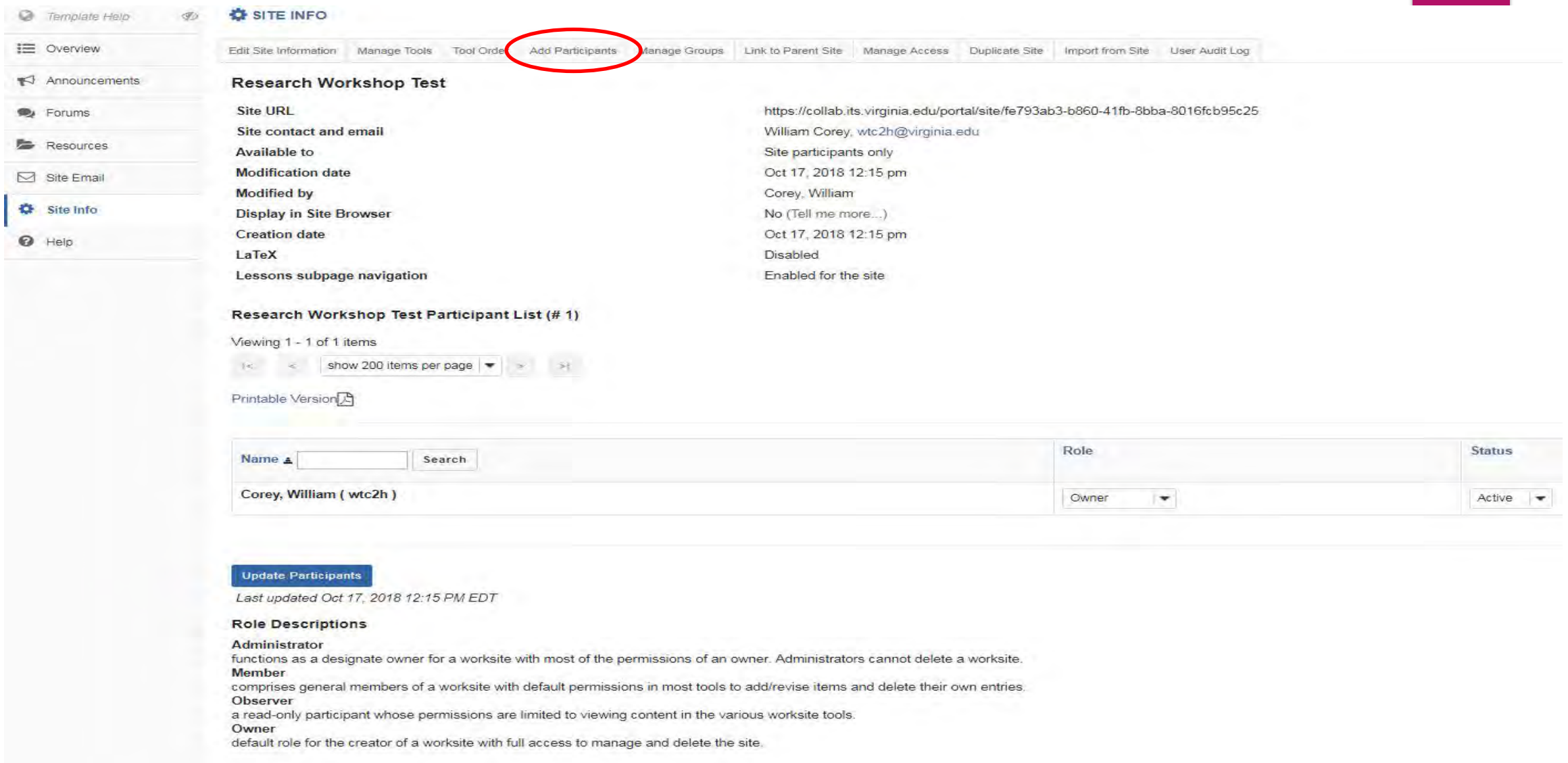
Changing Tools (Tabs) Order



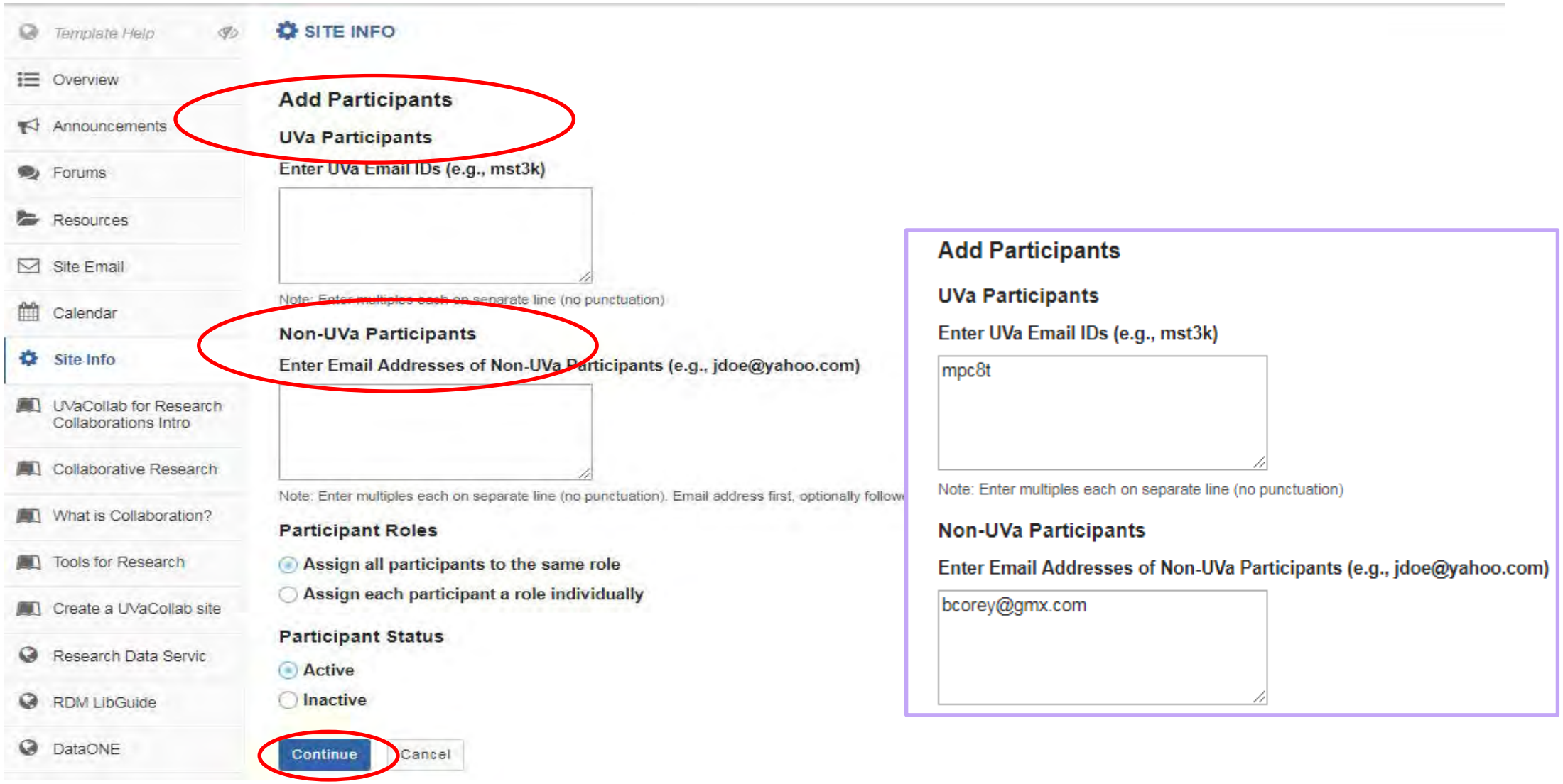
Changing Tools (Tabs) Order



Adding Participants to Your Site



Adding Participants to Your Site



Adding Participants to Your Site

Choose a Role for Participants

Roles

○	Administrator	functions as a designate owner for a worksite with most of the permissions of an owner. Administrators cannot delete a worksite.
○	Member	comprises general members of a worksite with default permissions in most tools to add/revise items and delete their own entries.
○	Observer	a read-only participant whose permissions are limited to viewing content in the various worksite tools.
○	Owner	default role for the creator of a worksite with full access to manage and delete the site.

Participants

mpc8t(Claibourn, Michele)
bcorey@gmx.com(bcorey@gmx.com)

Continue Back Cancel

Add participant(s) to Research Workshop Test

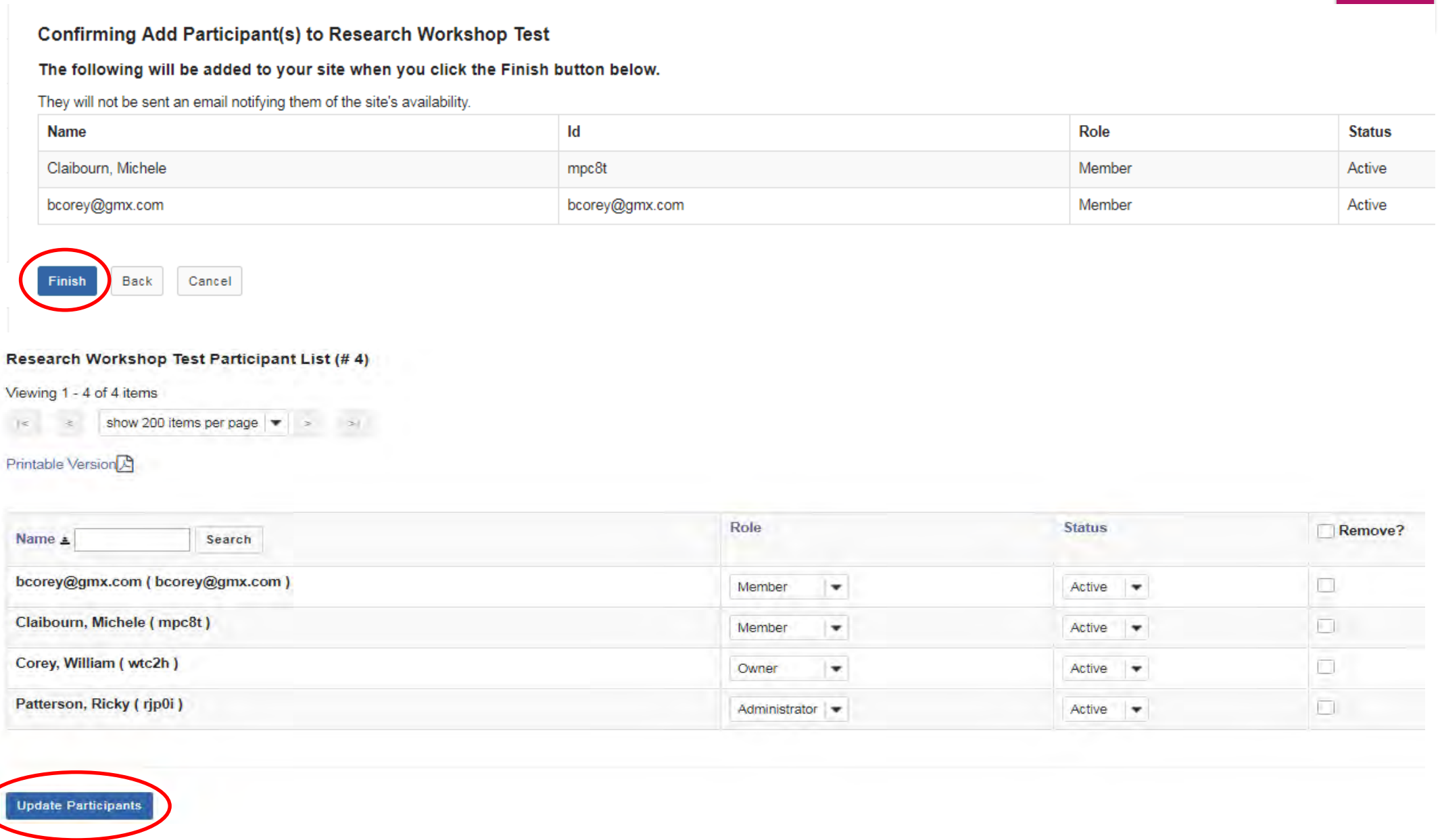
An email can be automatically sent to the added users notifying them of the site's availability.

○ Send Now - send an email now to users notifying them that the site is available

◉ Don't Send - do not send an email notifying new participants about the site's availability

Continue Back Cancel

Adding Participants to Your Site



Confirming Add Participant(s) to Research Workshop Test

The following will be added to your site when you click the Finish button below.

They will not be sent an email notifying them of the site's availability.

Name	Id	Role	Status
Claibourn, Michele	mpc8t	Member	Active
bcorey@gmx.com	bcorey@gmx.com	Member	Active

Finish Back Cancel

Research Workshop Test Participant List (# 4)

Viewing 1 - 4 of 4 items

|< < show 200 items per page > >|

Printable Version

Name Search	Role	Status	Remove?
bcorey@gmx.com (bcorey@gmx.com)	Member	Active	
Claibourn, Michele (mpc8t)	Member	Active	
Corey, William (wtc2h)	Owner	Active	
Patterson, Ricky (rjp0i)	Administrator	Active	

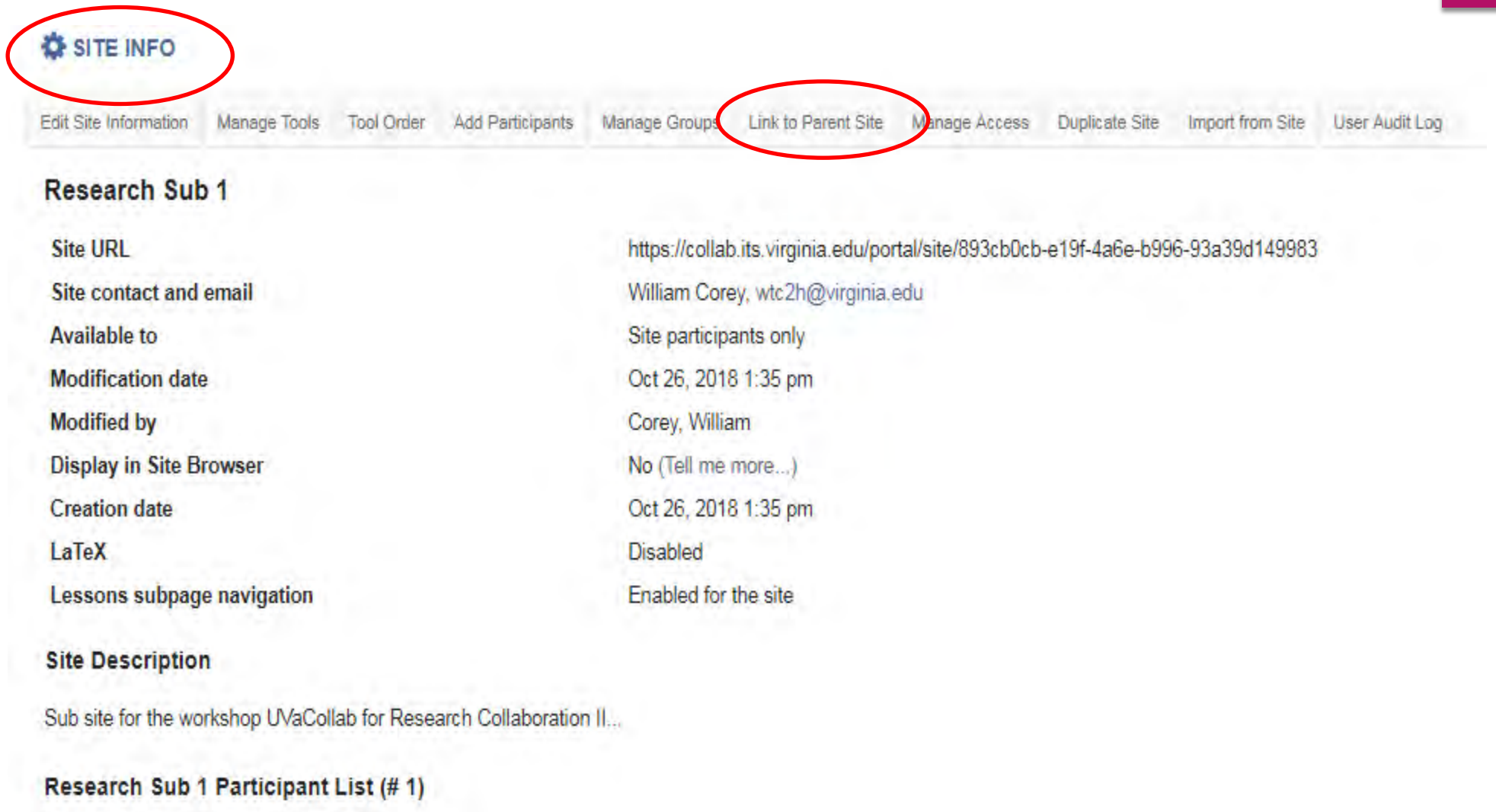
Update Participants

Sub Sites

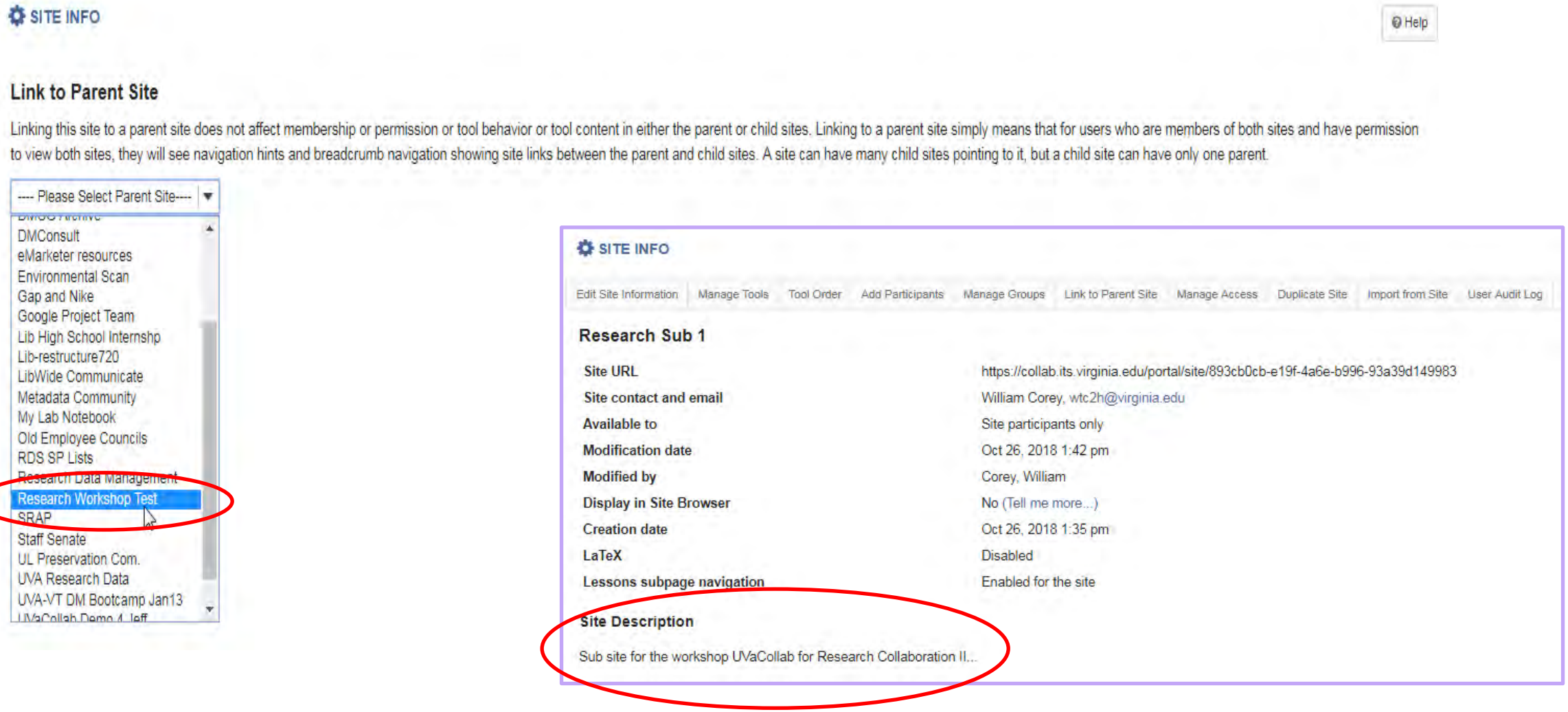
What can you do with sub sites? Maybe you have a lab and 11 graduate students. Or a project with 5 collaborators, some here at UVa and some at other institutions. Sub sites enable you to section off work so only specified members can access the content and data from that part of a project. Each site (and sub site) allows 4 GB of content to be added to the Resources folder(s), and 1 Gb for File Drop(s).

The lead PI or project head will have access to everything. Because Permissions are granular, you can add and subtract members as needed. You create the sub site, add the necessary members and link to your primary site. You can share content across all the sub sites, such as lessons and documents.

Connecting a sub site to Your Site



Connecting a sub site to Your Site



File Management

File management is often a problem with projects and research collaborations. Storage, sharing, moving content from point A to point B securely, linking to external resources, and viewing content are all areas where UVaCollab has integrated functionality to make these tasks easier.

Kaltura My Media and Media Gallery work with your audio, video, and image files.

WebDAV allows you to move large files (between 250 MB and 2 GB) between Resources and your computing environment.

Drag and Drop works best with files smaller than 250 MB.

Permissions at the site, sub site, folder and document level are used to control access to content.

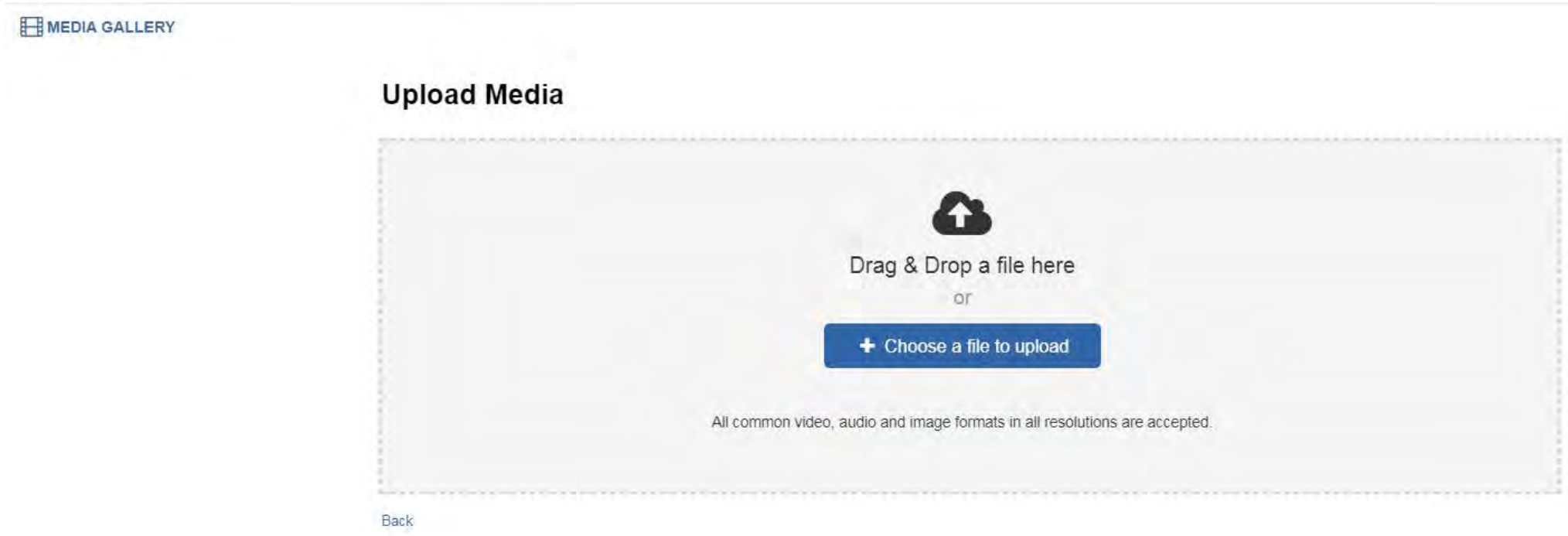
Kaltura

Kaltura is the tool for saving and sharing media – audio, video, images. It is the digital media platform composed of 2 tools: **My Media** (on your **Home** site) and **Media Gallery** (add to your sites and sub sites).

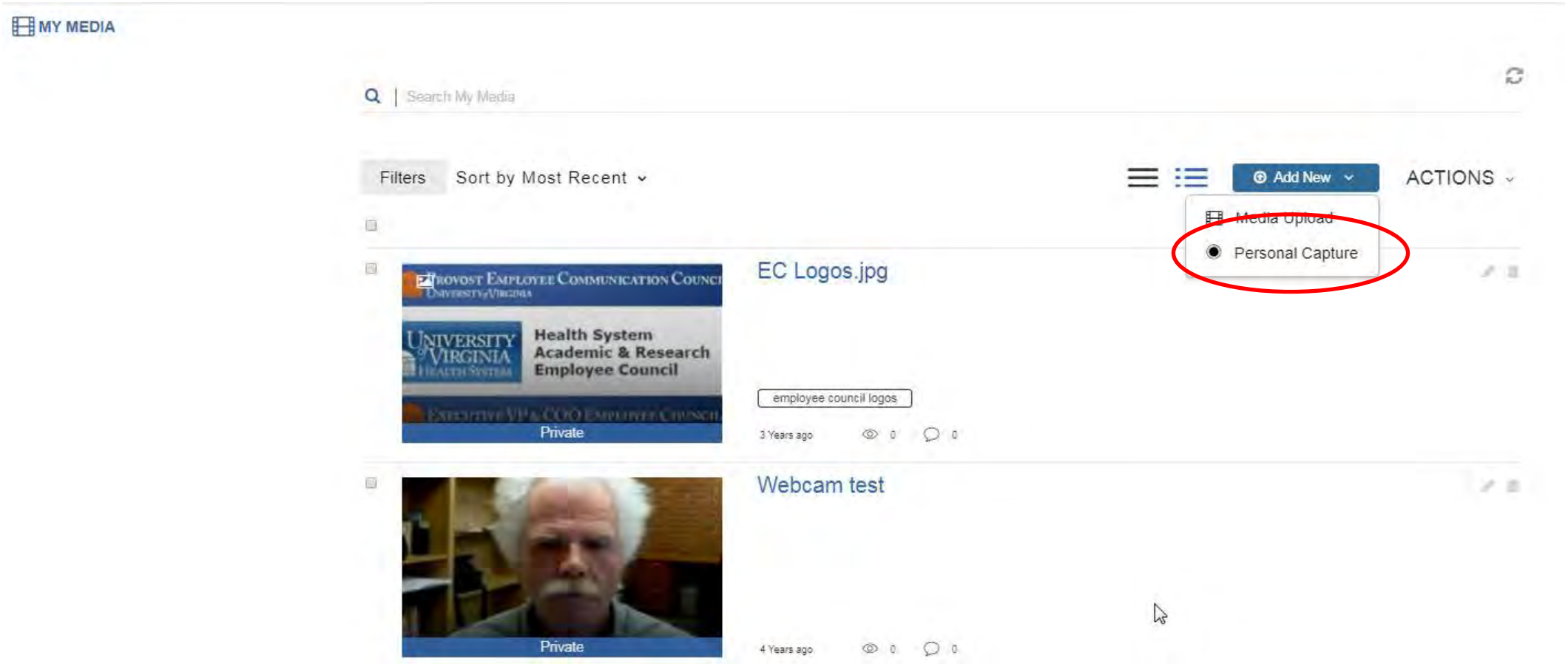
My Media is a repository of a single users media. Place your content there, and you can pull it into any of your sites. The repository is searchable via metadata and transcription/closed caption files. Upload new content and publish to the gallery. Display, play, edit.

Media Gallery is the tool you add to your sites to share your content with the site members. Depending on permissions, all members of a site can add content to that Media Gallery.

Add content to Media Gallery and My Media with Drag and Drop



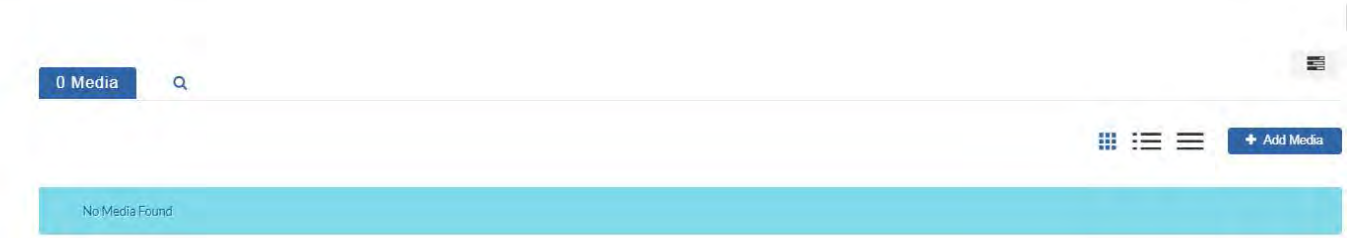
Personal Capture

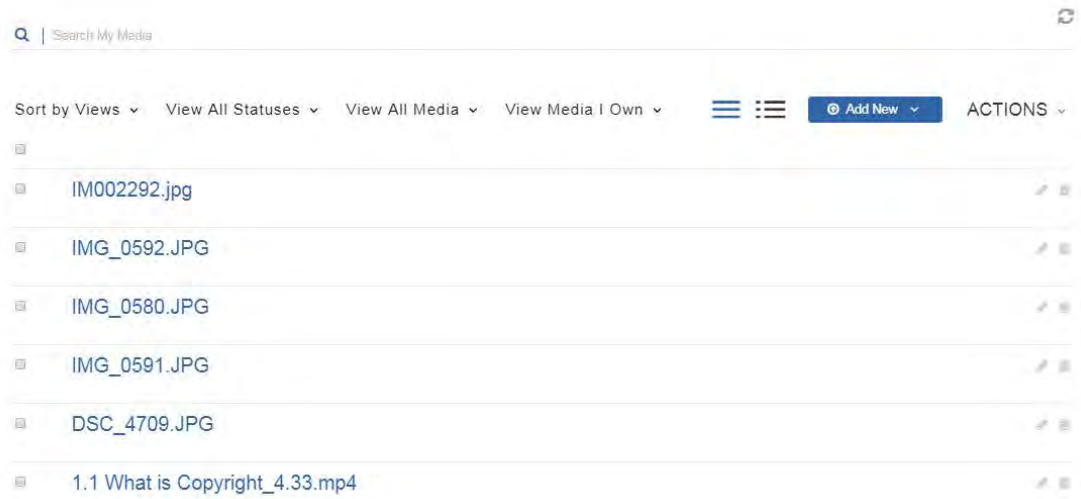


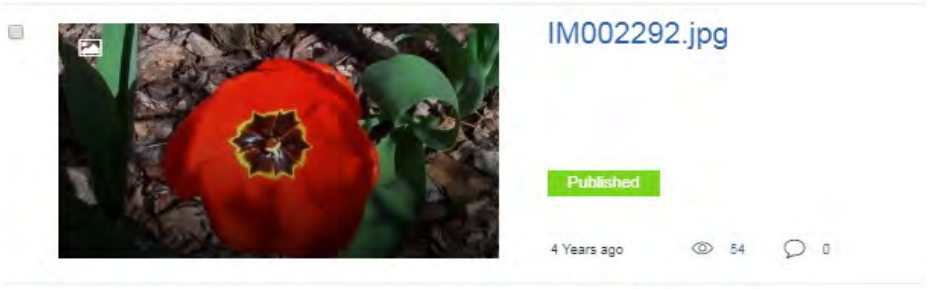
My Media & Media Gallery

MEDIA GALLERY

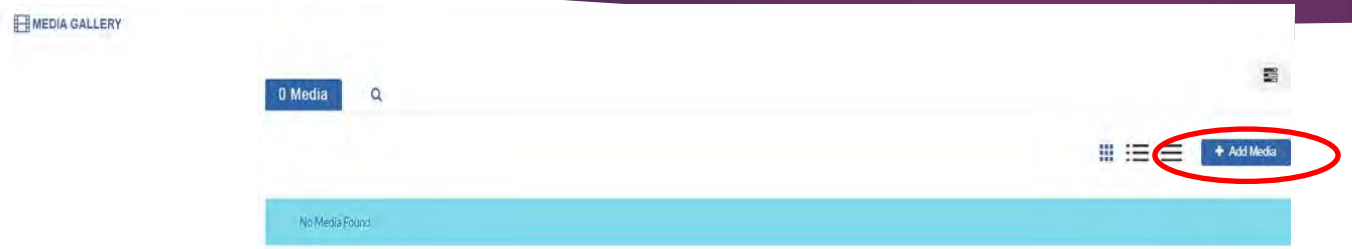
MY MEDIA



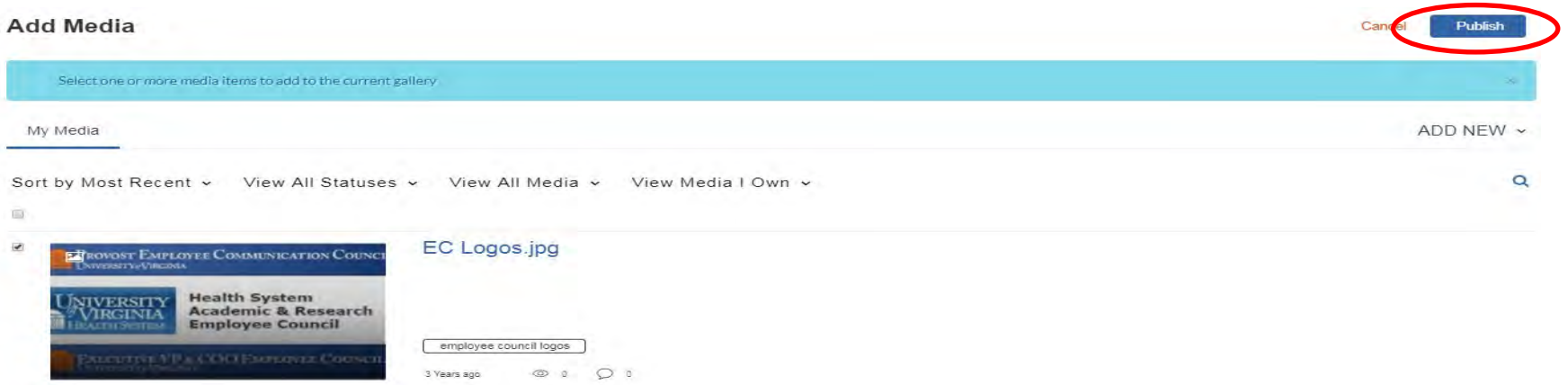




Moving files to Media Gallery



Moving files from **My Media** to any **Media Gallery** site is easy. Click on the blue + Add Media button in the upper right, select the media you want to add from Your My Media, and click the blue Publish button.



Moving large files to and from UVaCollab

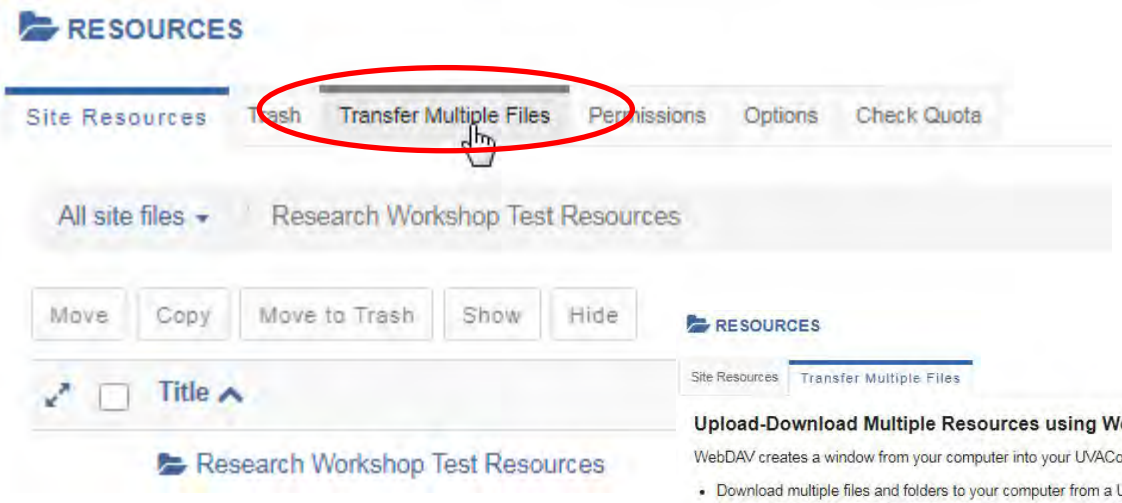
Use **WebDAV** to move large files from your local system to your UVaCollab site. Windows OS's will use My Computer and Mac's will use Finder or Cyberduck for Mac. Drag and Drop will work for files smaller than 250 MB.

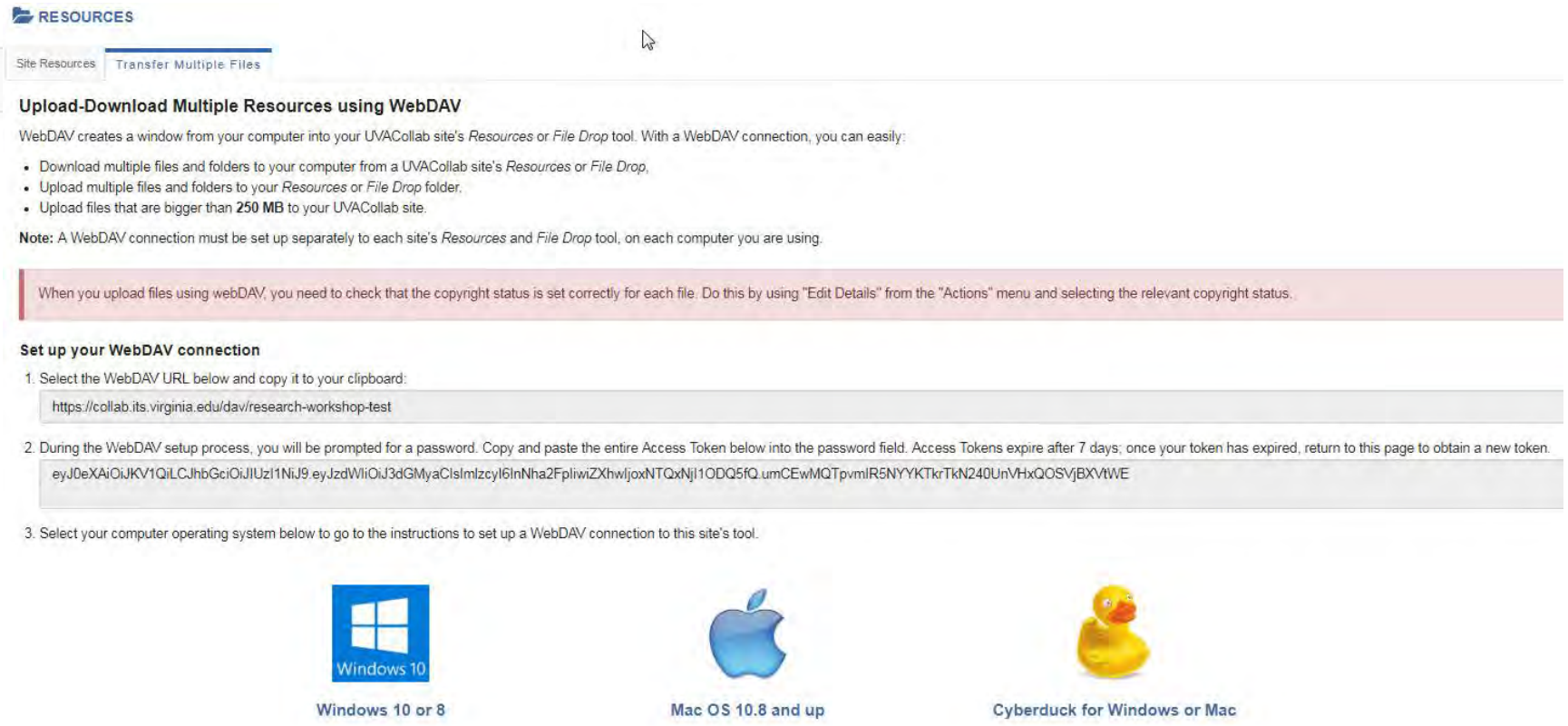
Use your **Resources** or **File Drop** as your file source or destination. Files placed in Resources can be shared with all site members, while files placed in File Drop can only be viewed by the named member.

Sites are limited to 4 GB in the Resources folder, and 1 GB in File Drop.

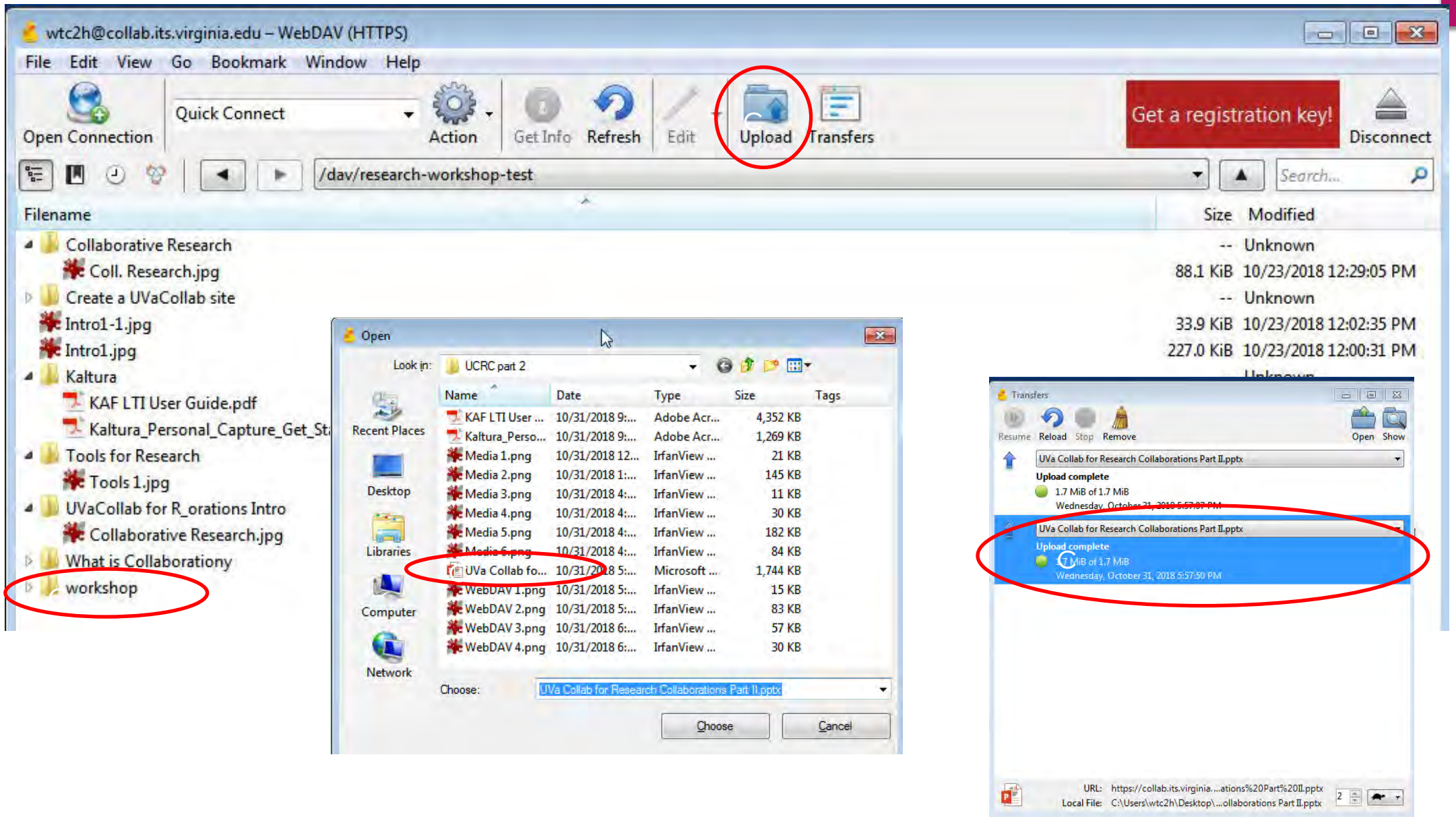
You can request additional space from Collab Support.
You can add a web link or URL to Resources or File Drop.

WebDAV


RESOURCES
Site Resources
Trash
Transfer Multiple Files
Permissions
Options
Check Quota
All site files
Research Workshop Test Resources
Move
Copy
Move to Trash
Show
Hide
Title
Research Workshop Test Resources

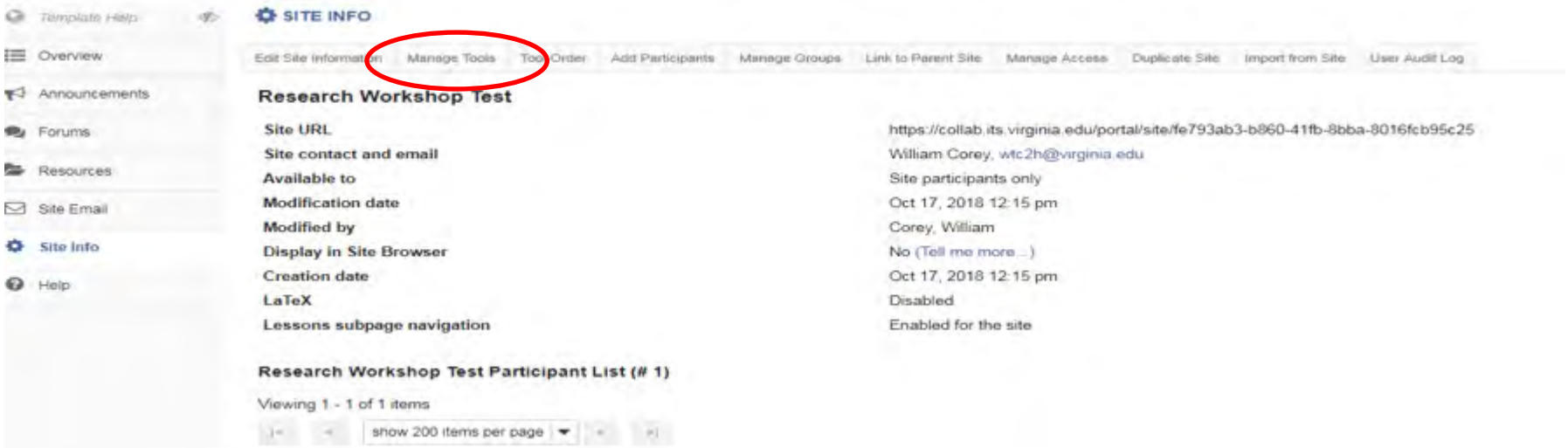

RESOURCES
Site Resources
Transfer Multiple Files
Upload-Download Multiple Resources using WebDAV
WebDAV creates a window from your computer into your UVACollab site's Resources or File Drop tool. With a WebDAV connection, you can easily:
Download multiple files and folders to your computer from a UVACollab site's Resources or File Drop.
Upload multiple files and folders to your Resources or File Drop folder.
Upload files that are bigger than 250 MB to your UVACollab site.
Note: A WebDAV connection must be set up separately to each site's Resources and File Drop tool, on each computer you are using.
When you upload files using webDAV, you need to check that the copyright status is set correctly for each file. Do this by using "Edit Details" from the "Actions" menu and selecting the relevant copyright status.
Set up your WebDAV connection
1. Select the WebDAV URL below and copy it to your clipboard:
https://collab.its.virginia.edu/dav/research-workshop-test
2. During the WebDAV setup process, you will be prompted for a password. Copy and paste the entire Access Token below into the password field. Access Tokens expire after 7 days; once your token has expired, return to this page to obtain a new token.
eyJ0eXAiOiJKV1QiLCJhbGciOiJIUzI1NiJ9.eyJzdWIiOiJ3dGMyaCIsImlzcyI6InNha2FpliwiZXhwIjoxNTQxNjI1ODQ5fQ.umCEwMQTpvmlR5NYYKTkrTkN240UnVHxQOSVjBXVtWE
3. Select your computer operating system below to go to the instructions to set up a WebDAV connection to this site's tool.
Windows 10
Windows 10 or 8
Mac OS 10.8 and up
Cyberduck for Windows or Mac

WebDAV

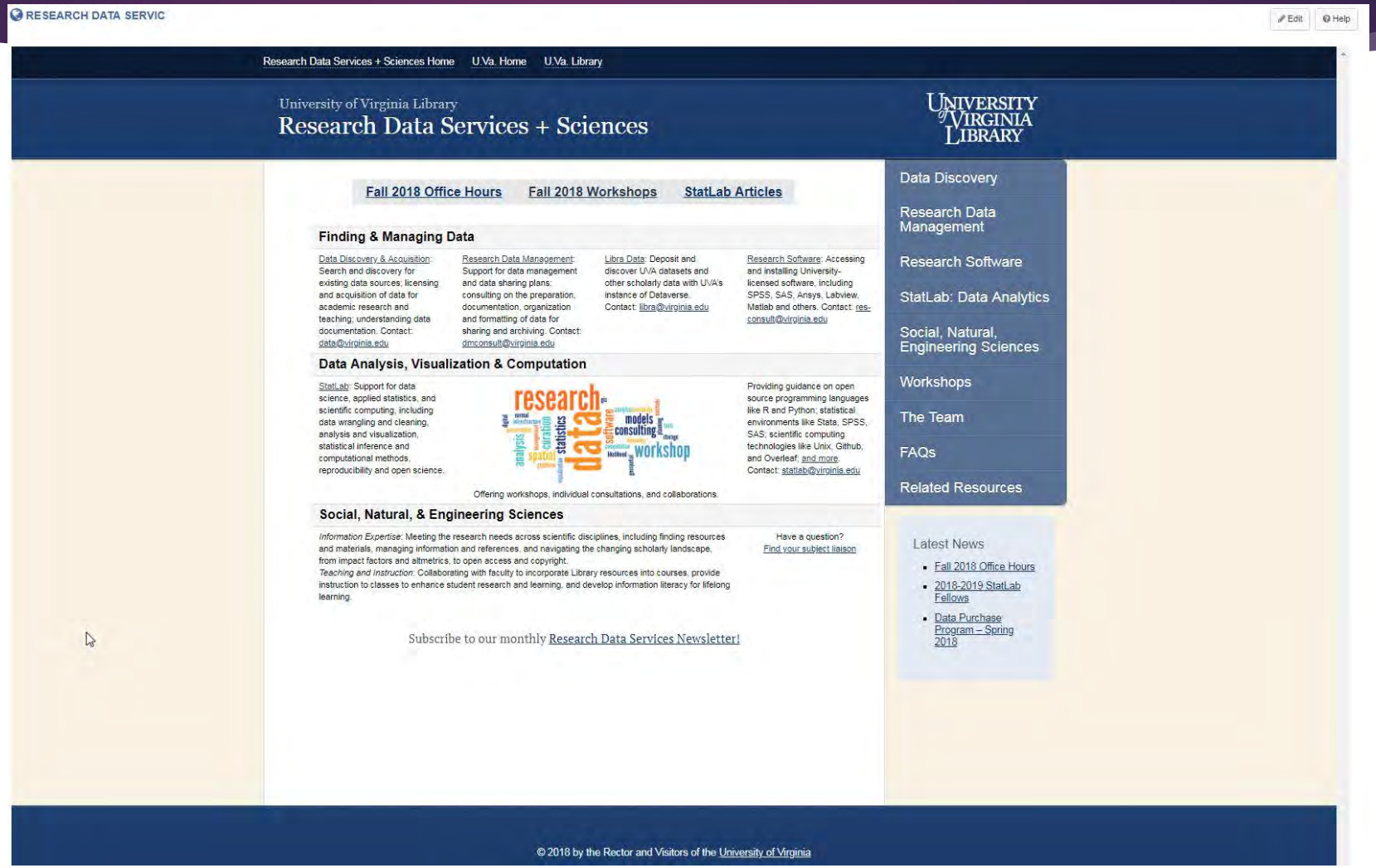

wtc2h@collab.its.virginia.edu – WebDAV (HTTPS)
File Edit View Go Bookmark Window Help
Open Connection
Quick Connect
Action
Get Info
Refresh
Edit
Upload
Transfers
Get a registration key!
Disconnect
/dav/research-workshop-test
Search...
Filename
Size Modified
Collaborative Research -- Unknown
Coll. Research.jpg 88.1 KiB 10/23/2018 12:29:05 PM
Create a UVaCollab site -- Unknown
Intro1-1.jpg 33.9 KiB 10/23/2018 12:02:35 PM
Intro1.jpg 227.0 KiB 10/23/2018 12:00:31 PM
Kaltura
KAF LTI User Guide.pdf
Kaltura_Personal_Capture_Get_St
Tools for Research
Tools 1.jpg
UVaCollab for R_orations Intro
Collaborative Research.jpg
What is Collaborationy
workshop
Open
Look in: UCRC part 2
Recent Places
Desktop
Libraries
Computer
Network
Name Date Type Size Tags
KAF LTI User ... 10/31/2018 9:... Adobe Acr... 4,352 KB
Kaltura_Perso... 10/31/2018 9:... Adobe Acr... 1,269 KB
Media 1.png 10/31/2018 12... IrfanView ... 21 KB
Media 2.png 10/31/2018 1:... IrfanView ... 145 KB
Media 3.png 10/31/2018 4:... IrfanView ... 11 KB
Media 4.png 10/31/2018 4:... IrfanView ... 30 KB
Media 5.png 10/31/2018 4:... IrfanView ... 182 KB
Media 6.png 10/31/2018 4:... IrfanView ... 84 KB
UVa Collab fo... 10/31/2018 5:... Microsoft ... 1,744 KB
WebDAV 1.png 10/31/2018 5:... IrfanView ... 15 KB
WebDAV 2.png 10/31/2018 5:... IrfanView ... 83 KB
WebDAV 3.png 10/31/2018 6:... IrfanView ... 57 KB
WebDAV 4.png 10/31/2018 6:... IrfanView ... 30 KB
Choose: UVa Collab for Research Collaborations Part II.pptx
Choose
Cancel
Transfers
Resume Reload Stop Remove Open Show
UVa Collab for Research Collaborations Part II.pptx
Upload complete
1.7 MiB of 1.7 MiB
Wednesday, October 31, 2018 5:57:50 PM
URL: https://collab.its.virginia....ations%20Part%20II.pptx
Local File: C:\Users\wtc2h\Desktop\...ollaborations Part II.pptx

Web Content tabs

Web Content refers to any resource or website that you can link to with a URL. The Research Workshop Test site has links to the UVa Library Research Data Services website, The Research Data Management Subject Guide, and DataONE. Multiple tabs can be added for additional resources. Add tabs in the Manage Tools section.



Web Content: Research Data Services



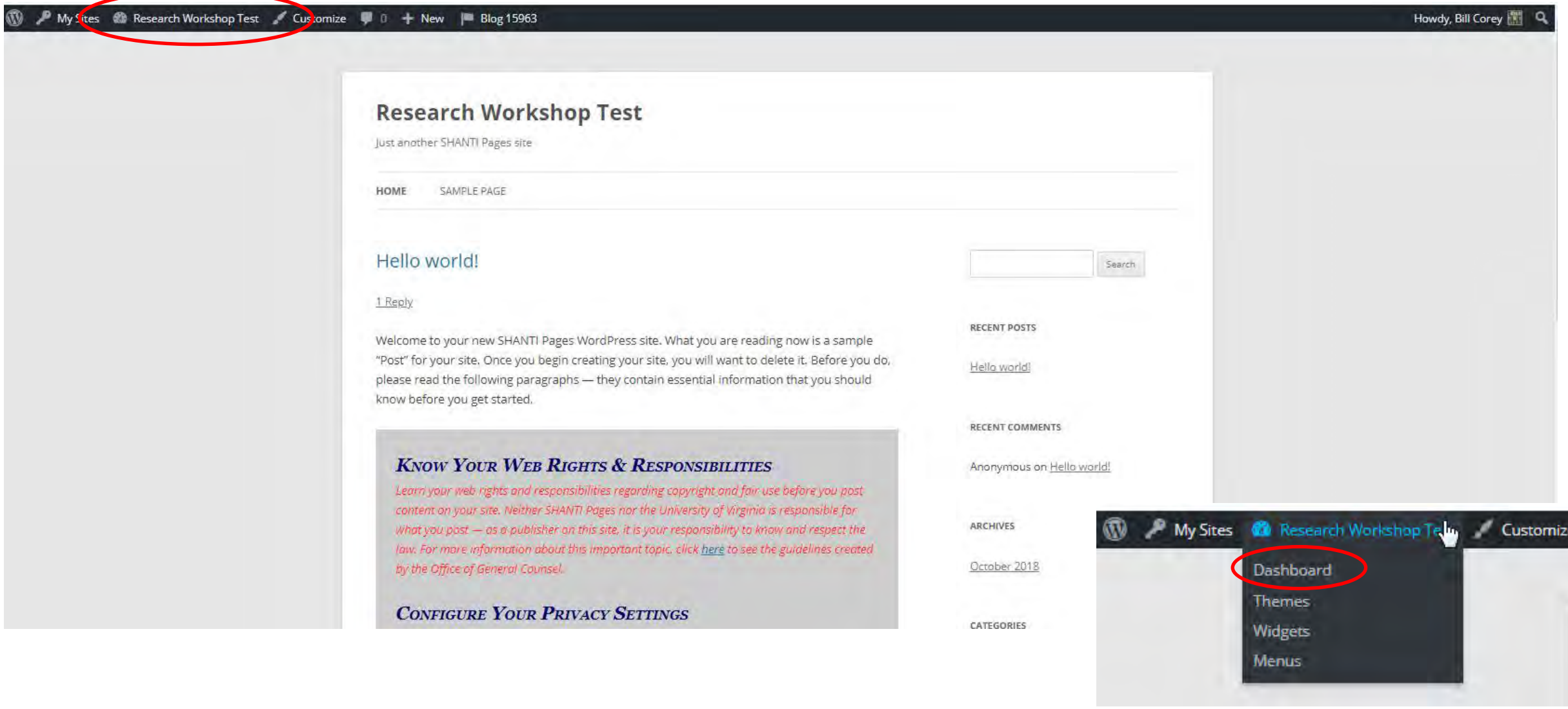
Open Science and Wordpress

Open Science is the sharing of your research process from start to finish. There are several ways to accomplish this in UVaCollab. You can make your site public (anyone with access to Collab can view it), or you can use **Wordpress** (SHANTI) to create a blog. The blog can be viewed from within Collab, or external to it. You can record your research visually and textually in the blog.

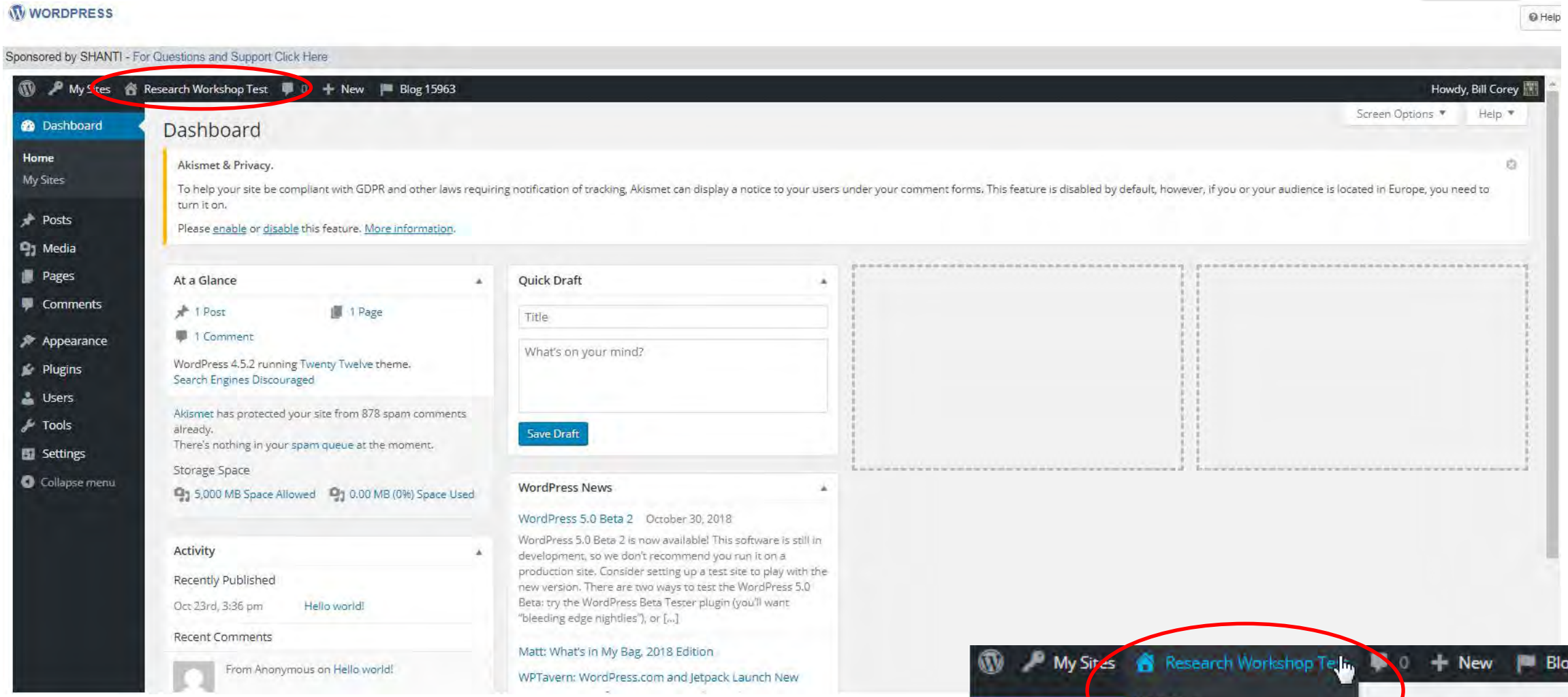
Confluence (Wiki) is another SHANTI tool that you can use for Open Science. It simplifies publishing online while allowing footnotes, tables of contents, labels to aid in searching pages, and lots of other useful features.

Both Confluence and Wordpress have extensive Knowledge Bases at SHANTI.

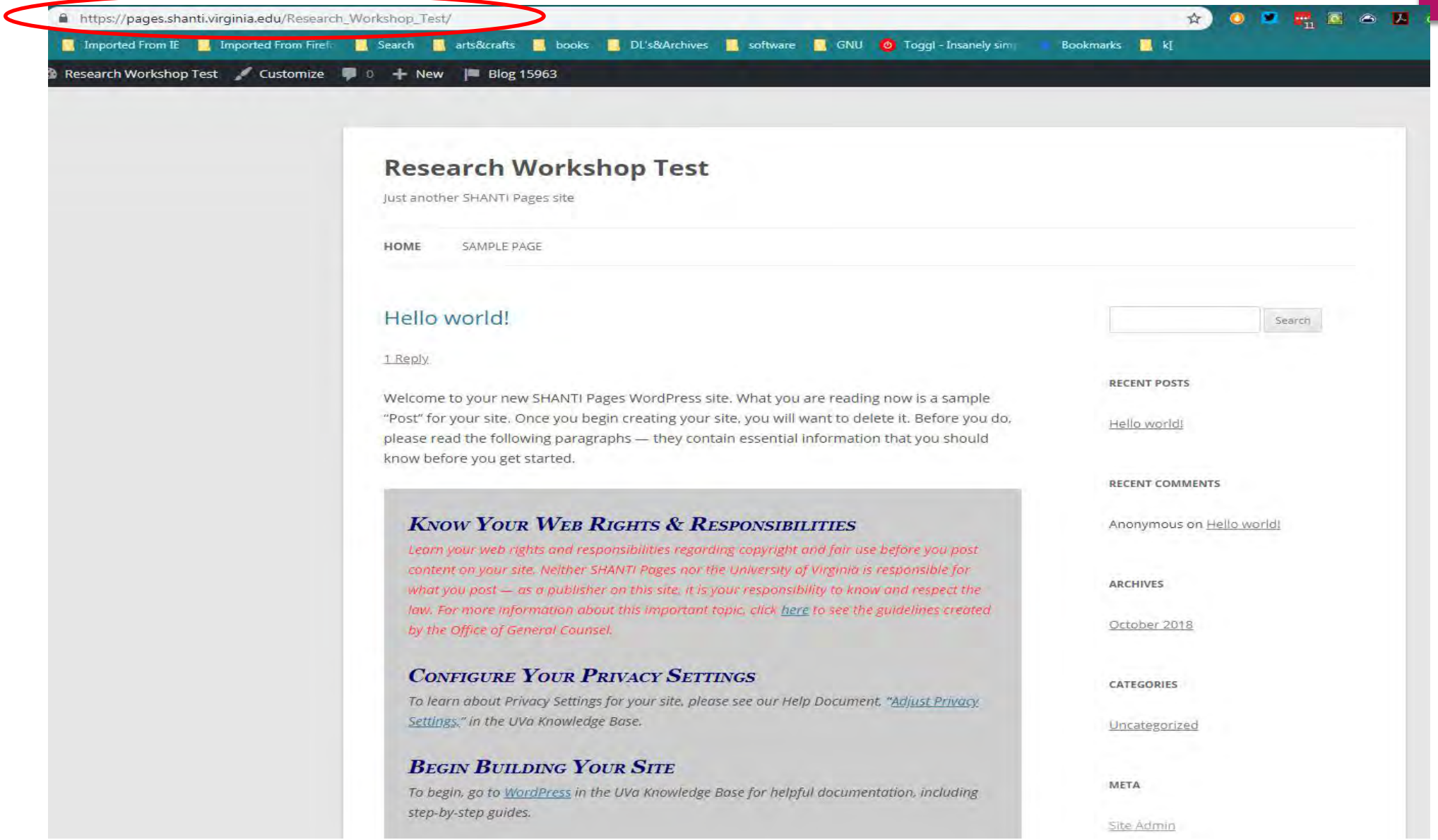
Wordpress


My Sites
Research Workshop Test
Customize
0
New
Blog 15963
Howdy, Bill Corey
Research Workshop Test
Just another SHANTI Pages site
HOME
SAMPLE PAGE
Hello world!
1 Reply
Welcome to your new SHANTI Pages WordPress site. What you are reading now is a sample "Post" for your site. Once you begin creating your site, you will want to delete it. Before you do, please read the following paragraphs — they contain essential information that you should know before you get started.
KNOW YOUR WEB RIGHTS & RESPONSIBILITIES
Learn your web rights and responsibilities regarding copyright and fair use before you post content on your site. Neither SHANTI Pages nor the University of Virginia is responsible for what you post — as a publisher on this site, it is your responsibility to know and respect the law. For more information about this important topic, click here to see the guidelines created by the Office of General Counsel.
CONFIGURE YOUR PRIVACY SETTINGS
Search
RECENT POSTS
Hello world!
RECENT COMMENTS
Anonymous on Hello world!
ARCHIVES
October 2018
CATEGORIES
My Sites
Research Workshop Te
Customize
Dashboard
Themes
Widgets
Menus

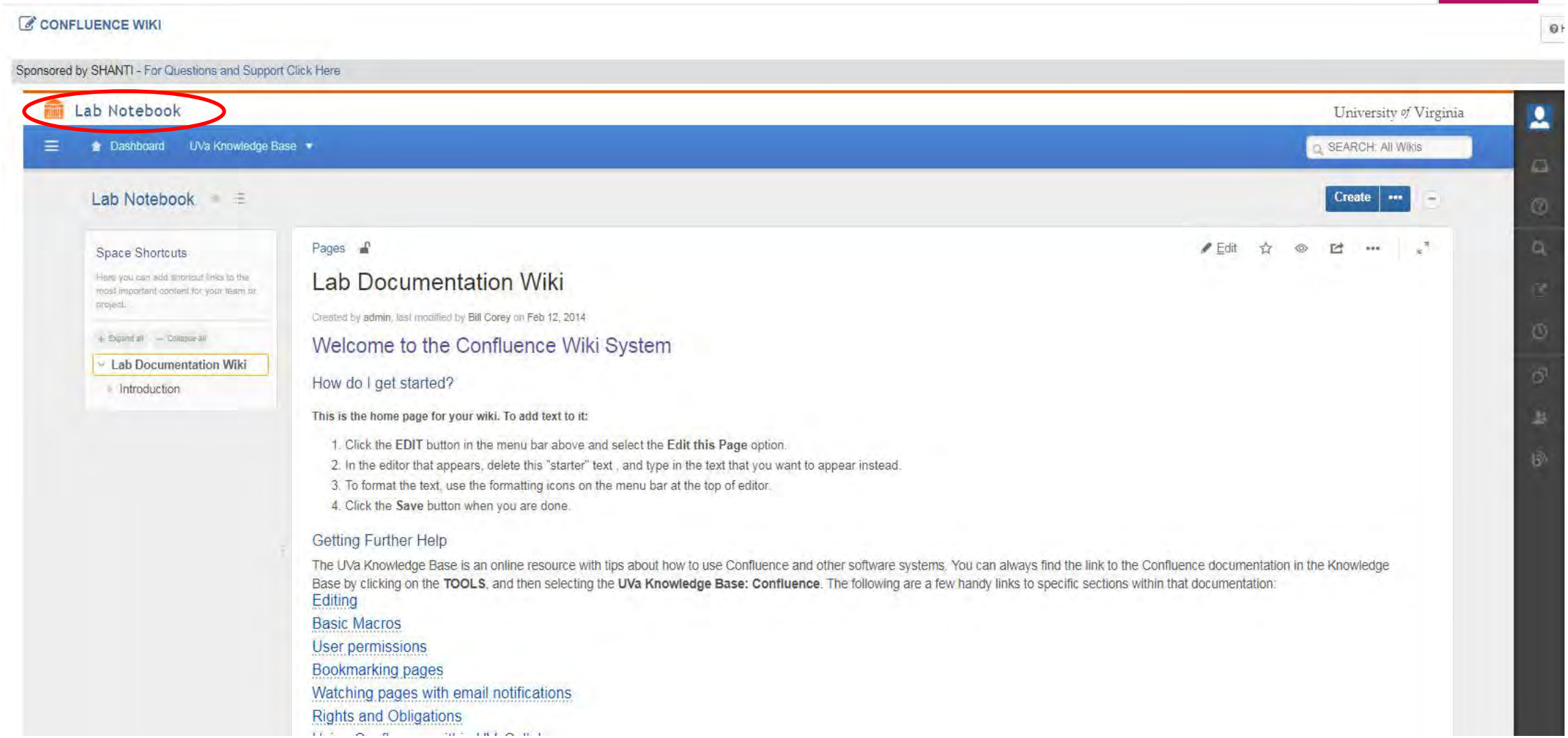
Wordpress


WORDPRESS
Help
Sponsored by SHANTI - For Questions and Support Click Here
My Sites
Research Workshop Test
0
New
Blog 15963
Howdy, Bill Corey
Screen Options
Help
Dashboard
Home
My Sites
Posts
Media
Pages
Comments
Appearance
Plugins
Users
Tools
Settings
Collapse menu
Dashboard
Akismet & Privacy.
To help your site be compliant with GDPR and other laws requiring notification of tracking, Akismet can display a notice to your users under your comment forms. This feature is disabled by default, however, if you or your audience is located in Europe, you need to turn it on.
Please enable or disable this feature. More information.
At a Glance
1 Post
1 Page
1 Comment
WordPress 4.5.2 running Twenty Twelve theme.
Search Engines Discouraged
Akismet has protected your site from 878 spam comments already.
There's nothing in your spam queue at the moment.
Storage Space
5,000 MB Space Allowed
0.00 MB (0%) Space Used
Activity
Recently Published
Oct 23rd, 3:36 pm
Hello world!
Recent Comments
From Anonymous on Hello world!
Quick Draft
Title
What's on your mind?
Save Draft
WordPress News
WordPress 5.0 Beta 2
October 30, 2018
WordPress 5.0 Beta 2 is now available! This software is still in development, so we don't recommend you run it on a production site. Consider setting up a test site to play with the new version. There are two ways to test the WordPress 5.0 Beta: try the WordPress Beta Tester plugin (you'll want "bleeding edge nightlies"), or [...]
Matt: What's in My Bag, 2018 Edition
WPTavern: WordPress.com and Jetpack Launch New
My Sites
Research Workshop Test
0
New
Blog 15963
Visit Site
Dashboard

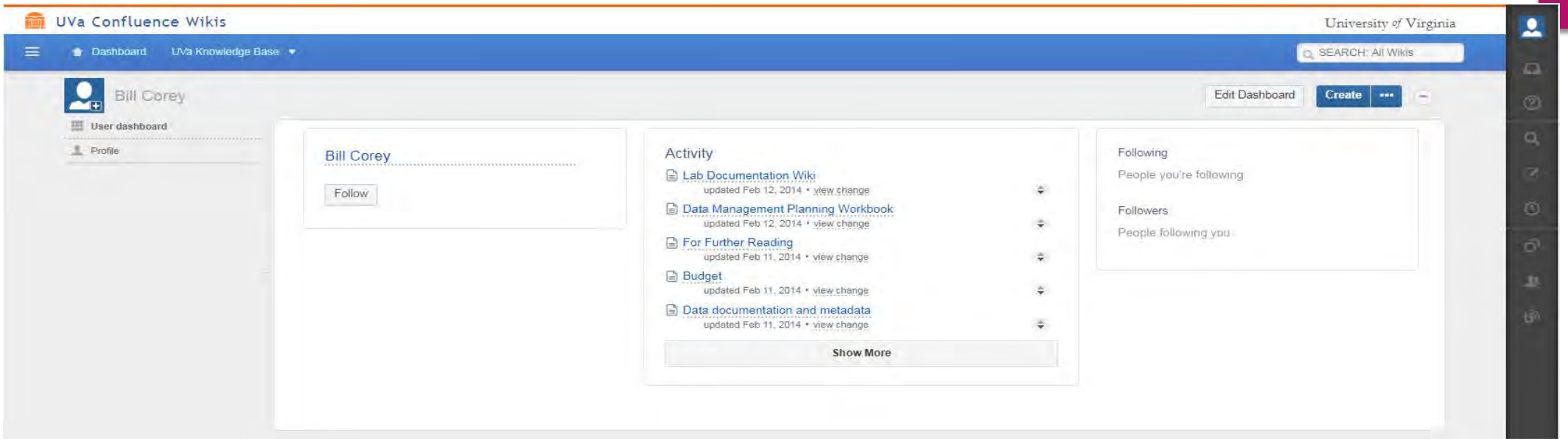
Wordpress

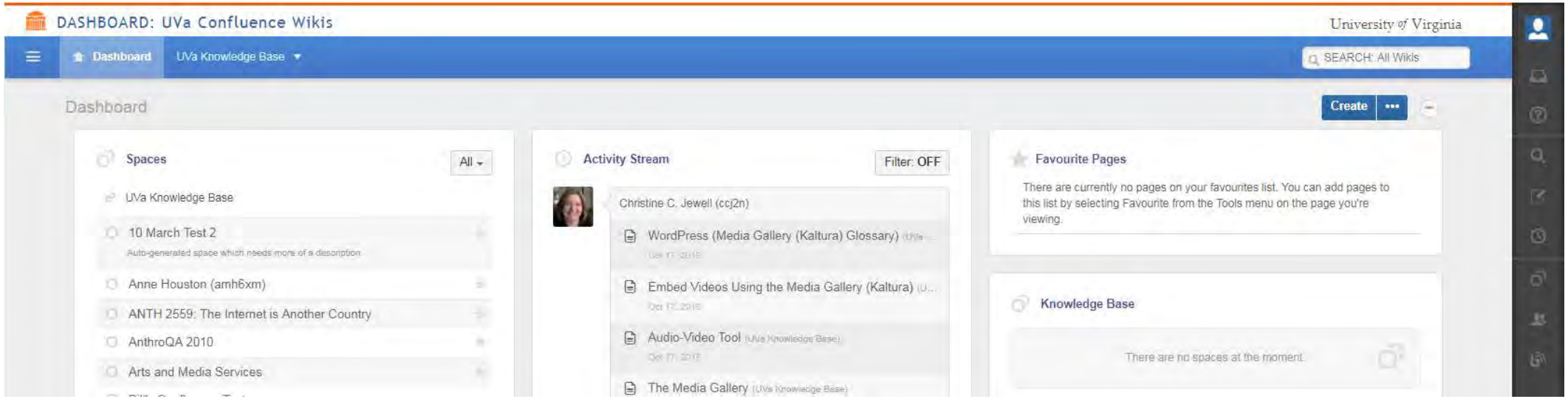

https://pages.shanti.virginia.edu/Research_Workshop_Test/
Imported From IE
Imported From Firef
Search
arts&crafts
books
DL's&Archives
software
GNU
Toggl - Insanely sim
Bookmarks
kI
Research Workshop Test
Customize
0
New
Blog 15963
Research Workshop Test
Just another SHANTI Pages site
HOME
SAMPLE PAGE
Hello world!
1 Reply
Welcome to your new SHANTI Pages WordPress site. What you are reading now is a sample "Post" for your site. Once you begin creating your site, you will want to delete it. Before you do, please read the following paragraphs — they contain essential information that you should know before you get started.
KNOW YOUR WEB RIGHTS & RESPONSIBILITIES
Learn your web rights and responsibilities regarding copyright and fair use before you post content on your site. Neither SHANTI Pages nor the University of Virginia is responsible for what you post — as a publisher on this site, it is your responsibility to know and respect the law. For more information about this important topic, click here to see the guidelines created by the Office of General Counsel.
CONFIGURE YOUR PRIVACY SETTINGS
To learn about Privacy Settings for your site, please see our Help Document, "Adjust Privacy Settings," in the UVa Knowledge Base.
BEGIN BUILDING YOUR SITE
To begin, go to WordPress in the UVa Knowledge Base for helpful documentation, including step-by-step guides.
Search
RECENT POSTS
Hello world!
RECENT COMMENTS
Anonymous on Hello world!
ARCHIVES
October 2018
CATEGORIES
Uncategorized
META
Site Admin

Confluence

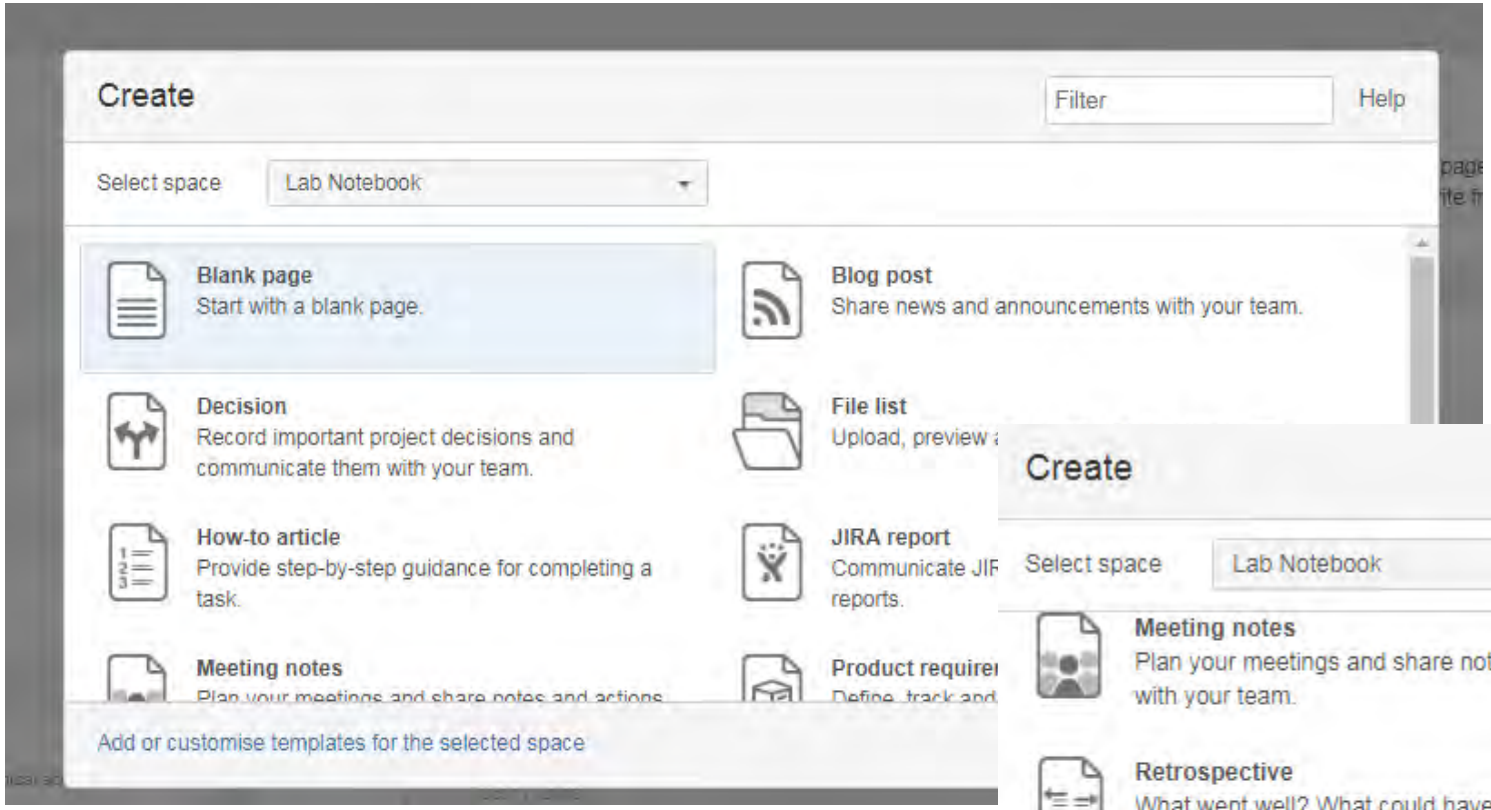

CONFLUENCE WIKI
Sponsored by SHANTI - For Questions and Support Click Here
Lab Notebook
University of Virginia
Dashboard
UVa Knowledge Base
SEARCH: All Wikis
Lab Notebook
Create
Space Shortcuts
Here you can add shortcut links to the most important content for your team or project.
Expand all
Collapse all
Lab Documentation Wiki
Introduction
Pages
Edit
Lab Documentation Wiki
Created by admin, last modified by Bill Corey on Feb 12, 2014
Welcome to the Confluence Wiki System
How do I get started?
This is the home page for your wiki. To add text to it:
1. Click the EDIT button in the menu bar above and select the Edit this Page option.
2. In the editor that appears, delete this "starter" text , and type in the text that you want to appear instead.
3. To format the text, use the formatting icons on the menu bar at the top of editor.
4. Click the Save button when you are done.
Getting Further Help
The UVa Knowledge Base is an online resource with tips about how to use Confluence and other software systems. You can always find the link to the Confluence documentation in the Knowledge Base by clicking on the TOOLS, and then selecting the UVa Knowledge Base: Confluence. The following are a few handy links to specific sections within that documentation:
Editing
Basic Macros
User permissions
Bookmarking pages
Watching pages with email notifications
Rights and Obligations

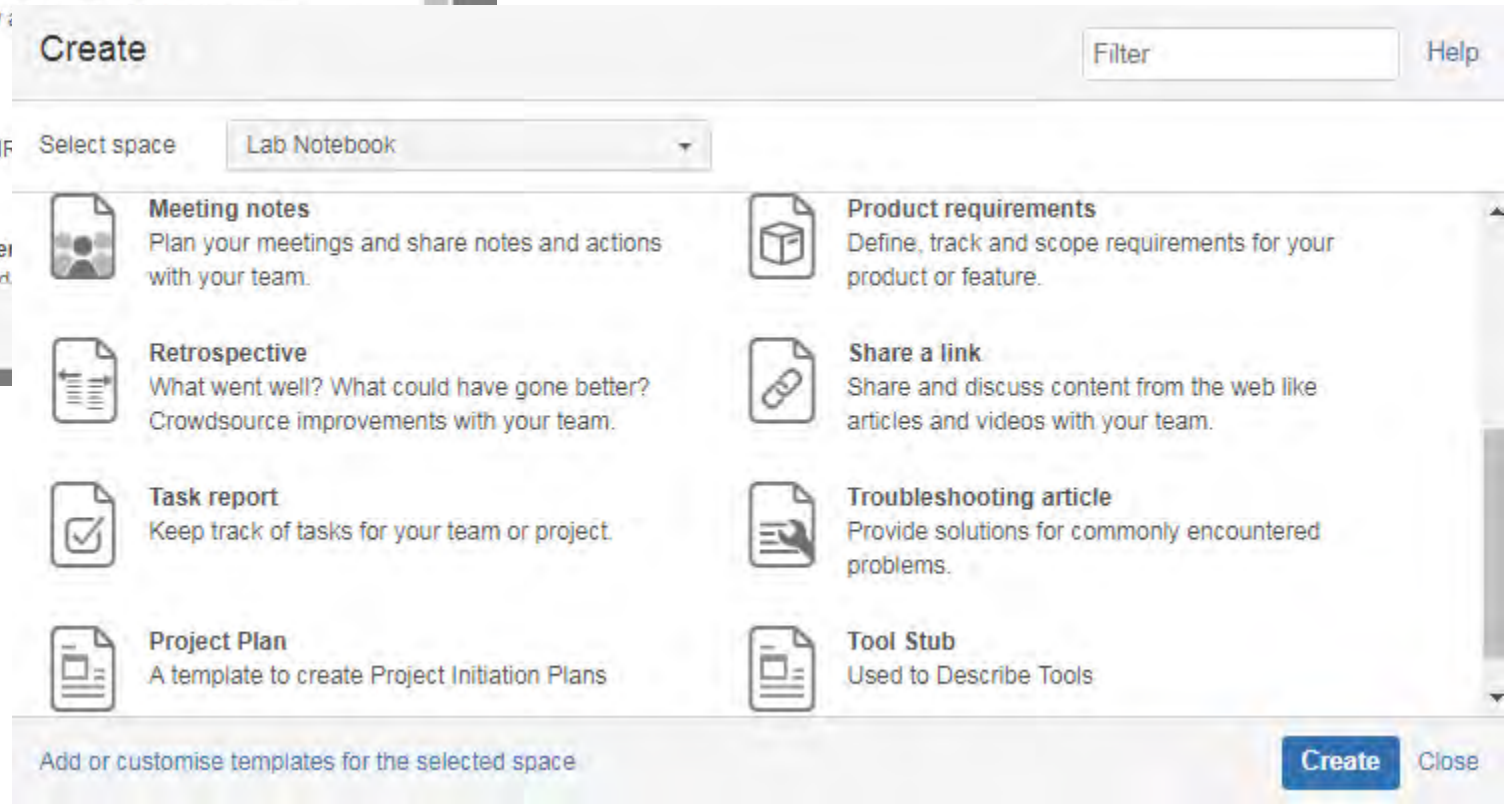
Confluence


UVa Confluence Wikis
University of Virginia
Dashboard
UVa Knowledge Base
SEARCH: All Wikis
Bill Corey
Edit Dashboard
Create
User dashboard
Profile
Bill Corey
Follow
Activity
Lab Documentation Wiki
updated Feb 12, 2014 • view change
Data Management Planning Workbook
updated Feb 12, 2014 • view change
For Further Reading
updated Feb 11, 2014 • view change
Budget
updated Feb 11, 2014 • view change
Data documentation and metadata
updated Feb 11, 2014 • view change
Show More
Following
People you're following
Followers
People following you


DASHBOARD: UVa Confluence Wikis
University of Virginia
Dashboard
UVa Knowledge Base
SEARCH: All Wikis
Dashboard
Create
Spaces
All
UVa Knowledge Base
10 March Test 2
Auto-generated space which needs more of a description
Anne Houston (amh6xm)
ANTH 2559: The Internet is Another Country
AnthroQA 2010
Arts and Media Services
Activity Stream
Filter: OFF
Christine C. Jewell (ccj2n)
WordPress (Media Gallery (Kaltura) Glossary)
Embed Videos Using the Media Gallery (Kaltura)
Audio-Video Tool
The Media Gallery
Favourite Pages
There are currently no pages on your favourites list. You can add pages to this list by selecting Favourite from the Tools menu on the page you're viewing.
Knowledge Base
There are no spaces at the moment.

Confluence


Create
Filter
Help
Select space
Lab Notebook
Blank page
Start with a blank page.
Blog post
Share news and announcements with your team.
Decision
Record important project decisions and communicate them with your team.
File list
How-to article
Provide step-by-step guidance for completing a task.
JIRA report
Meeting notes
Add or customise templates for the selected space


Create
Filter
Help
Select space
Lab Notebook
Meeting notes
Plan your meetings and share notes and actions with your team.
Product requirements
Define, track and scope requirements for your product or feature.
Retrospective
What went well? What could have gone better? Crowdsource improvements with your team.
Share a link
Share and discuss content from the web like articles and videos with your team.
Task report
Keep track of tasks for your team or project.
Troubleshooting article
Provide solutions for commonly encountered problems.
Project Plan
A template to create Project Initiation Plans
Tool Stub
Used to Describe Tools
Add or customise templates for the selected space
Create
Close

Thanks for attending!

This presentation has a companion UVaCollab site. If you would like access to that site please contact me at wtc2h@Virginia.edu and include “UCRC workshop Collab site” in the Subject line. The site can be used as a sandbox to test tools and learn to work with UVaCollab. It includes the content from this presentation.