# WHIRL USER MANUAL

Getting Started

What is WHIRL?
WHIRL is a category based game builder used to create and deliver engaging, self-paced training content for any type of device. Ideal for short, bite-sized content delivery, WHIRL offers an easy-to-use way to build a customized game complete with results-tracking for assessing desktop or mobile based learning.

How can it be used?
Use WHIRL to quiz and assess learners with an interactive game. This content can be delivered to desktops or mobile devices directly from our C3 Cloud site or your own hosted SCORM compliant Learning Management System.

First Steps:
1. Log into your C3 Cloud account: https://cloud.c3softworks.com/#/
2. From the C3 Cloud Welcome page click "Create"
3. Scroll down to the WHIRL icon and click "Start"
4. Once in the WHIRL builder click the blue "Save" button to give your project a name
5. To start creating, click the blue "Content" button and then click the "Add Content" button to begin creating your first category and question.
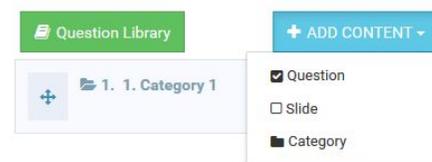
The WHIRL builder

Storyboard - Used to add new content (categories and questions), edit a category or question and access questions saved to your question library.

Category/Question order can be changed by clicking and dragging the category/question box up or down in the storyboard order. **Please note you must click and hold the 'plus sign' to grab the category/question box. The folder icon must also be 'closed' in order to change the category order. The folder icon must be 'open' in order to change the question order.**

Categories or Questions are deleted by clicking the red trash can icon. **Categories or Questions can be edited by clicking the category or question box on the storyboard.**

New content is added by clicking the "Add Content" button and choosing:
Categories - WHIRL supports unlimited categories
Questions - multiple choice, true/false or poll questions
Slide - Text and/or multimedia based informational slide. Can only be used within a category. Cannot be used outside of a category
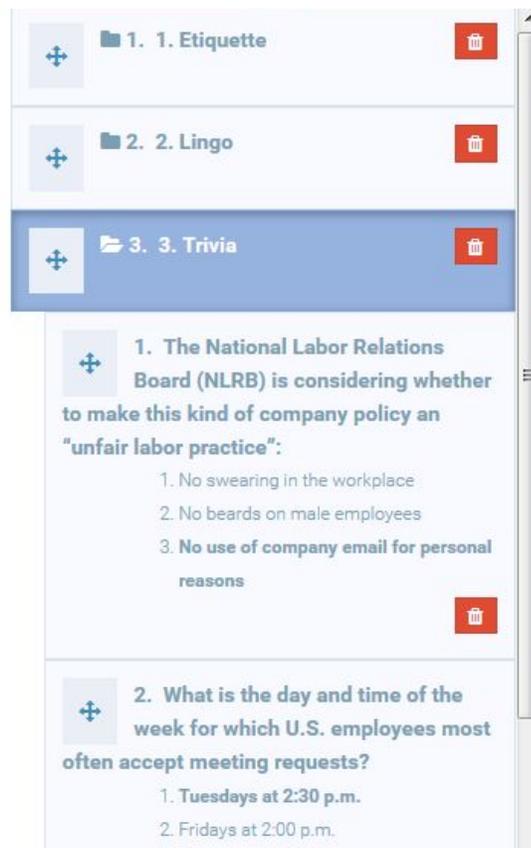
Working with the Category Editor

1. Enter a category title
2. Choose a category icon or upload your own category icon
3. Choose point multiplier (random, 1x, 2x or 3x) for Category wheel
4. Choose point value for Bonus wheel spin (answer all questions correctly within a given category)

1 **Title:** Trivia

Icon:

2

Change

Rig the slots: Always give triple points ▲ **3**

Bonus Spin Value 300

4 *Awarded if the user gets all questions in this category correct*

1. Enter your question text
2. Add an image, video (.mp4) or audio clip (.mp3) to your question. Uploaded multimedia gets saved to a media library for easy access to those assets.
3. Enter your answer text
4. Click the radio button that corresponds with the correct answer. **If there is no correct answer click the "Settings" tab and choose "Poll Question".**
5. Use an image or video as an answer option instead of text
6. Remove an answer
7. Add additional answers

Points - assign a point value for correct answers
Enable Timer - set a specified time for the learner to answer
Enable Try Again - allow the learner to answer again and choose the number of attempts
Highlight correct answer after response - Show a learner the correct answer
Poll Question - no correct answers

Question	Settings	Preview	Summary

Points | 100

☑ Enable Timer

☐ Reduce points as timer counts down

Timer Length (seconds) | 20

☑ Enable try again

Number of re-tries | 2

☑ Highlight correct answer after an incorrect response

☐ Poll Question (no correct answer)

Feedback after Question - Provide the learner with additional text based content based on how they answer the question. Feedback can be given regardless of how they answer the question, feedback can be given if they answer correctly or incorrectly and feedback can be based on the specific answer they choose.

Feedback After Question | Give feedback based on incorrect/correct ▲

Correct Feedback | Fantastic!! Click "Next" to move on to the next question.

Incorrect Feedback | The answer was "A" based on regulation 104.11

Apply these settings to all questions

✔ CORRECT
Fantastic!! Click "Next" to move on to the next question. ⬅

NEXT ➔

Question Editor - Preview/Summary

The Preview and Summary screens are used to 'bracket' your question with related content either to set up the question and/or to reinforce it. Your Preview and Summary screens can include text, images, video and audio.

Once a question has been created it can be saved to a central library for future use:
1. Click the green "Question Library" button to open the library
2. Click and hold the plus icon to drag the question from the storyboard on the left to the library on the right

3. Click the 'File' menu and choose 'Save' to permanently save a question to your library.

4. To add a question from library to the storyboard, simply drag it from library and drop on the storyboard

Working with the Question Library

1. Library name
2. Close library and return to Question Editor.
3. Create a new library, save a library or rename a library. **Make sure to save library changes once questions have been dragged into the library.**
4. Open a previously created library.
5. Drag questions back and forth between storyboard and question library.
6. Create folders within a library to better organize content.
7. Click the 'folder' icon to open nested questions within the folder.
8. Click the 'pencil' icon to rename the folder and the 'trash' icon to delete a folder.
9. Make sure the library folder is open before dragging a question from the storyboard into it.

Graphics

1. <u>Font Color</u> - Choose from color wheel or enter hexadecimal code
2. <u>Foreground Color</u> - Choose from color wheel or enter hexadecimal code
3. <u>Textured Background</u> - Choose from a list of textured backgrounds (not customizable)
4. <u>Background Color</u> - Choose from color wheel or enter hexadecimal code
5. <u>Font Family</u> - Choose a font to use for all WHIRL text
6. <u>Show Intro Screen</u> - Check the box to include a title screen
7. <u>Intro Text</u> - Add text to your title screen
8. <u>Intro Image/Video</u> - Load an image (.png or .jpg) or video (.mp4) to your title screen or choose from our list of Icons.
9. <u>Intro Audio</u> - Add an audio clip (.mp3) to your title screen
10. <u>Congratulations Text</u> - Send a closing message to your student if they pass the quiz. **If this is not a pass/fail activity and you would like to display a message, go into the settings menu and set the "Percent Required to Pass" to zero.**
11. <u>Congratulations Image</u> - Load an image (.png or .jpg) or video (.mp4) to your closing screen or choose from our list of Icons.
12. <u>Congratulations Audio</u> - Add an audio clip (.mp3) to your closing screen
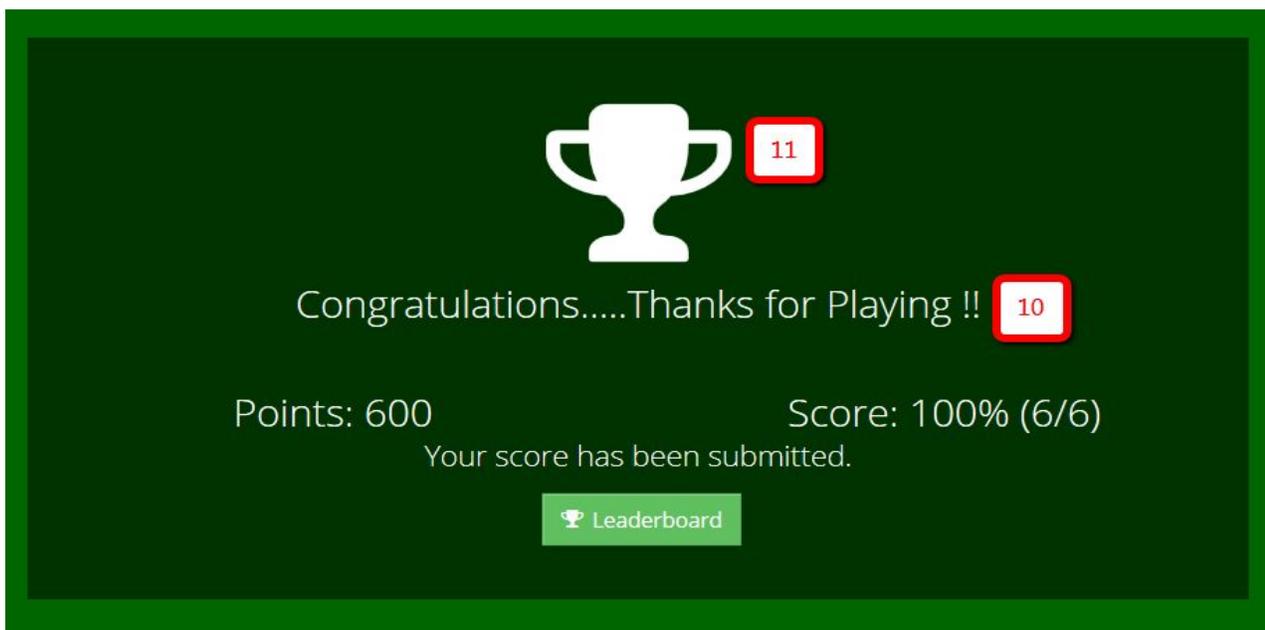
1. <u>Display Title</u> - Shown at the top of each question or slide
2. <u>File Title</u> - How your content will be labeled within the C3 Cloud
3. <u>Percent Required to Pass</u> - Set a minimum threshold for passing or failing. Set to "0" if this is not a pass/fail activity.
4. <u>Randomize Questions</u> - Mix up the order of your questions each time a quiz is played. **Please note this will also randomize non question slides. If you have included non question slides this setting is not recommended. You can use the Preview and/or Summary screens attached to a question instead.**
5. <u>Randomize Answers</u> - Mix up the order of your answers each time a quiz is played.
6. <u>Show Scoring Data on Summary Screen</u> - Choose to let the learner review the questions they got correct or incorrect.
7. <u>Enable Autosave</u> - Choose to have WHIRL automatically save your work.
8. <u>Show Retry Button on Summary Screen</u> - Choose to let the learner retake the quiz, survey or course.
9. <u>Hide scoring from user</u> - removes all scoring information from end user. Use this setting if you are looking to create a survey. **You may also have to change the final screen message within the' Graphic's menu as well as some of the default text in the 'Interface Text' menu.**

🔧 Settings

Display Title
Students will see this title

> Acme New Hire Trivia Challenge !!

File Title
Only editors will see this title

> 2nd Quarter New Hire Onboarding - Week 1

Percent required to pass

> 60

☐ Randomize Questions

☐ Randomize Answers

☐ Show scoring data on summary screen

☐ Enable Autosave

☐ Show Retry button on summary screen

☐ Show social media buttons on summary screen

☐ Hide scoring from user

A Interface Text

Use this to customize the default WHIRL text to better suit your needs or language.

A Interface Text

NEXT	NEXT
BACK	BACK
PRINT	PRINT
Points:	Points:
Score:	Score:
Submit Score	Submit Score
Name	Name
Email	Email
SUMMARY	SUMMARY
CORRECT	CORRECT
INCORRECT	INCORRECT

1. Use this link for users to access your content/quiz
2. Choose 'Yes' if you would like other C3 Cloud users to see this content on their 'Shared Content' page.
3. <u>None</u> - keep this content private. <u>Anyone w/ Link</u> - Content is accessible to anyone with the web link. <u>Registered Users</u> - Content can only accessed with a valid C3 Cloud login. <u>Non-registered</u> users will be prompted to create a student account in order to access/play the content. <u>Specific Users</u> - Share this content with specific registered C3 Cloud users.
4. Choose whether to give ALL or SPECIFIC C3 Cloud users with builder level or higher access to edit your content.
5. Add a leaderboard to the end of your quiz.
6. You can limit the number of times your quiz or content is accessed. This setting is only applicable to registered C3 Cloud users (Student level or higher). **Public/Un-Registered users cannot be capped. They can play play as much as they want until you change the share access to NONE or REGISTERED USERS.**
7. Add a detailed description of your content.

Link	https://cloud.c3softworks.com/#/spark/568d3e93c469885312000000 **1**
	⚯ Copy Link
Show your quiz on the Shared Quizzes page.	**👥 Yes ▾** **2**
Allow access to **play** your quiz...	**▶ Anyone with the link ▾** **3**
Allow access to **edit** your quiz...	**⚙ None ▾** **4**
Show a leaderboard.	**🏆 Yes ▾** **5**
Limit the number of times a student can access this content.	**🔒 No ▾** **6**
Add a description to your quiz button.	New Hire Training **7**
Share via email or social networks.	✉ f 🐦 g+

Configure course settings here and click the "Download SCORM" button to download a SCORM 1.2 .zip that can be uploaded to any SCORM 1.2 compliant Learning Management System.
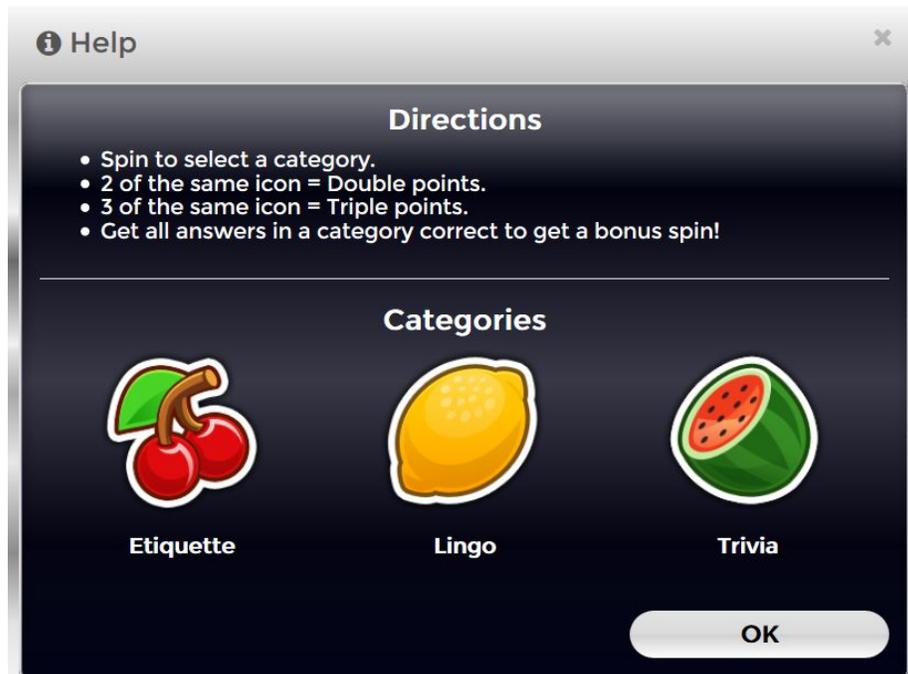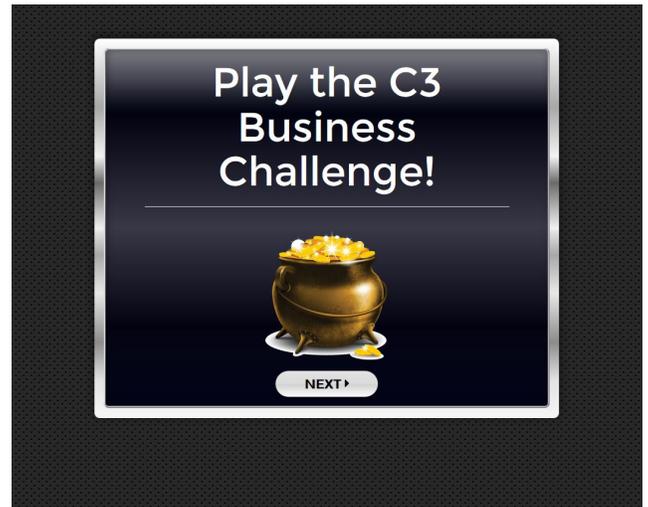

Click the "Play" button to preview your WHIRL output.

WHIRL Game Play

1. When the player launches the game they are initially presented with a 'Welcome Screen' customized using the Graphics menu. The player will click "NEXT" to continue.

2. The player will next see a help menu that lists basic instructions along with the categories and their corresponding icon.

Next click the "OK" button to proceed

3. This will bring the player to the category wheel. Click the "SPIN" button to spin the wheel. **The icon that shows up in the first window will designate the category.**

Category order will always mirror the chronological order of categories in the builder.

If the player receives the same category icon in the <u>second</u> window, each question will be worth <u>double</u> the listed point value. If the player receives the same category icon in <u>all 3 windows</u> each question will be worth <u>triple</u> the listed point value.

The bonus points can be random or pre-selected by using the Category Editor.

| CATEGORY | BONUS | BONUS |

↻ SPIN

ⓘ HELP

Click the "NEXT" button to answer the questions within this category

4. Time to start answering questions. The player select an answer and click "NEXT" to proceed. *The question page will show them how many questions are in this category (#1). It will also show them their cumulative score as well as any bonus points (#2).*

5. **If the player answers the first question in the category correctly they will be prompted with a message (#3) that answering all of the questions within this category correctly will give them a bonus spin and the opportunity to earn additional points.**
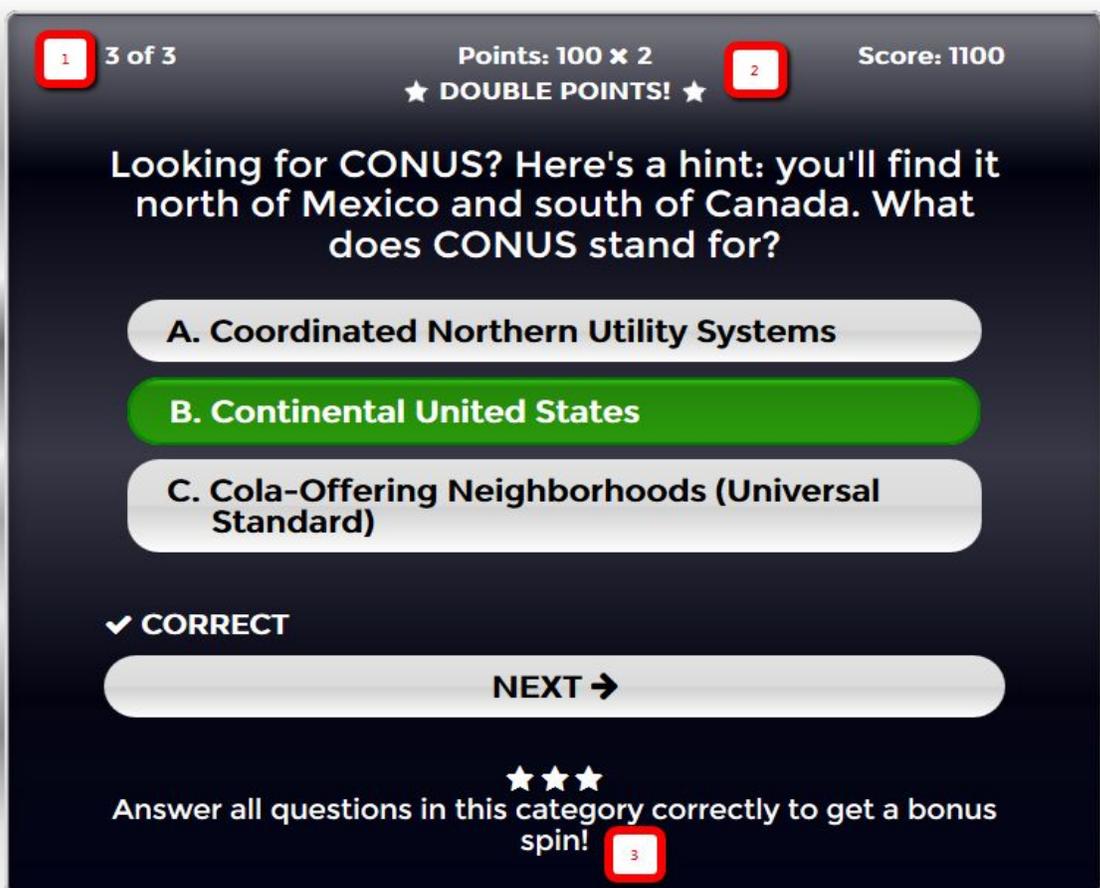
1 3 of 3   Points: 100 ✖ 2   2   Score: 1100
                ★ DOUBLE POINTS! ★

Looking for CONUS? Here's a hint: you'll find it north of Mexico and south of Canada. What does CONUS stand for?

A. Coordinated Northern Utility Systems

B. Continental United States

C. Cola-Offering Neighborhoods (Universal Standard)

✔ CORRECT

NEXT →

★ ★ ★
Answer all questions in this category correctly to get a bonus spin! 3

6. Answering all of the questions correctly in a category entitles the user to a bonus spin.

7. The user will spin the Bonus Wheel and they will receive single, double or triple points based on how many "BONUS" icons they receive. The base point value is set via the Category Editor.
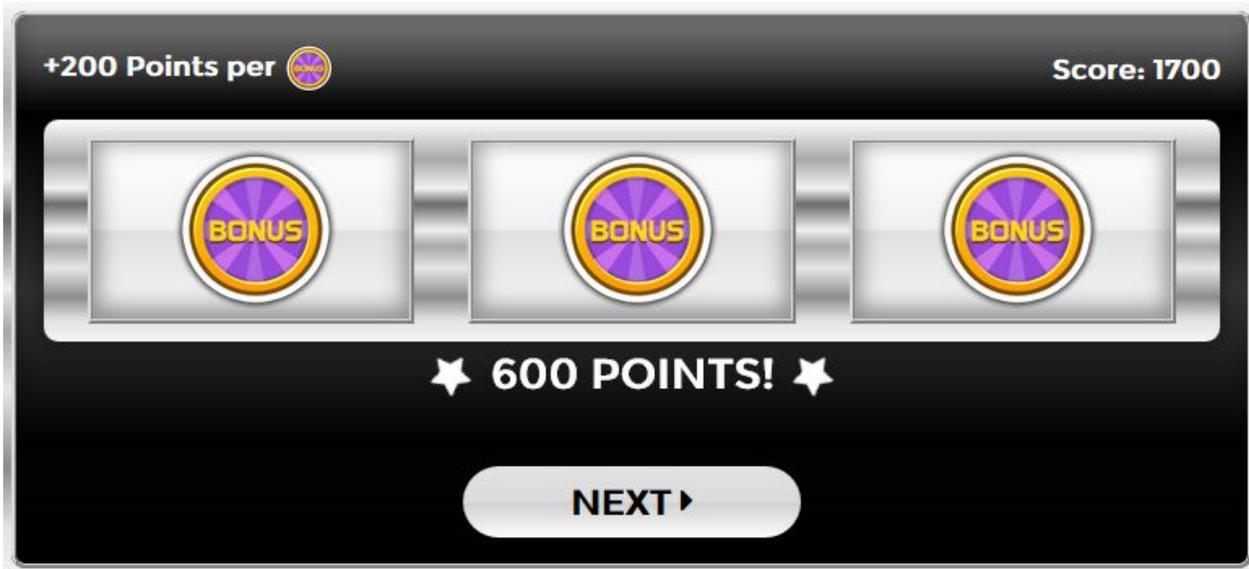
8. At the conclusion of the game the user will see their final point total and percentage correct as well as a leaderboard (enabled within the Publish menu) and a review of the questions they answered correctly and incorrectly (enabled within the Settings menu).

Unregistered users can submit their score by entering their name and email address while registered C3 Cloud Student users will have their scores submitted automatically. Scores can be view by navigating to Reports → Single Player Scores and then sorting by the Quiz title.