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Overview

The session packs we offer to support T Level delivery contain:

- a detailed session plan or tutor delivery guide
- an e-learning presentation
- · associated student activity sheets
- home study tasks (if applicable).

There are two types of e-learning presentation: SCORM and NON SCORM.

What is the difference?

SCORM compliant systems include LMS platforms, for example, Moodle or Blackboard.

NON SCORM presentations can be stored and run from local PC storage or a shared drive, or from local copies of online storage such as SharePoint or OneDrive. Dependent on local security settings, it may also be possible to run the e-learning presentations within OneDrive/SharePoint online, and to allow access to colleagues/students this way.

In this guide we will run through the steps required to launch and view the NON SCORM version of the presentations in some example environments.

PLEASE NOTE:

The steps described in this document refer to a typical OneDrive/SharePoint installation, but local structures and security settings may be different, and we would recommend you speak with your IT Department in the first instance.



Running the presentations in local or shared storage

Step One: Download the resources package from the website, then	↓ ↓ </th <th></th>				
(in this case, This PC > Downloads).	\leftarrow \rightarrow \checkmark \uparrow \checkmark This PC \Rightarrow Downloads				√ Č
	✓	^	Name	Date modified	
	Desktop Downloads		TLevel_HCS_6037083X_CoreAdd_NonSCORM_v3.zip	15/01/2025 16:55	

Open in new window Image: Scan with Next-Gen Antivirus Extract All 7-Zip Pin to Start Image: Scan with Microsoft Defender Image: Scan with Microsoft Defender Image: Scan with Microsoft Defender Image: Scan with Microsoft Defender	Step Two: Right click on the zipped folder and select 'Extract all'.	Open	
Scan with Next-Gen Antivirus Extract All 7-Zip Pin to Start Scan with Microsoft Defender ビ Share		Open in new window	
Extract All 7-Zip > Pin to Start Scan with Microsoft Defender ☆ Share		🧿 Scan with Next-Gen Antivirus	
7-Zip [°] > Pin to Start Scan with Microsoft Defender ☆ Share		Extract All	
Pin to Start		7-Zip	>
 Gran with Microsoft Defender <i>i</i> → Share Share 		Pin to Start	
l Share		🕀 Scan with Microsoft Defender	
		🖻 Share	
Open with >		Open with	>

Step Three: Choose a destination folder to save the extracted files into and select 'Extract' to proceed.	Ktract Compressed (Zipped) Folders
	Select a Destination and Extract Files Files will be extracted to this folder.
	CAUSERAGENYWUDOWIDOADSYLLEVEL_FICS_DUS7UESXC_CoreAdd_NonSC_URM_V2Browse
	13
	Extract Cancel

Step Four: Within the extracted folder you will find element folders	TLevel_H	HCS_6037083X_CoreAdd_NonSCORM_v3		
(when more than one element is included in the pack), and the individual session folders within these. The numbered folders contain the e-learning presentations and the 'tutor resources' folders contain documents such as session plans/tutor guides, activity sheets and homework activities.	JPDATES	 Name A2 A4 A5 A6 A8 B2 	Date modified 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:56 16/01/2025 12:56 16/01/2025 12:56	Type File folder File folder File folder File folder File folder File folder
	TLevel_H0	ICS_6037083X_CoreAdd_NonSCORM_v3 > A4	>	
	,	^ Name	Date modified	Туре
	JPDATES	HCSA4_SA4.4 HCSA4_SA4.5 HCSA4_SA4.7 Tutor resources A4_SA4.4 Tutor resources A4 SA4.5	16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55	File folder File folder File folder File folder File folder



Running the presentations in local or shared storage (continued)

Step Five: Within the e-learning pesentation folder, doubleclick on the 'story.html' file.

^	Name	Date modified	Туре	Size
	html5	16/01/2025 12:55	File folder	
DATES	Ims	16/01/2025 12:55	File folder	
	mobile	16/01/2025 12:55	File folder	
	story_content	16/01/2025 12:55	File folder	
	adlcp_rootv1p2.xsd	16/09/2024 19:01	XSD File	5 KE
	ims_xml.xsd	16/09/2024 19:01	XSD File	2 KE
	imscp_rootv1p1p2.xsd	16/09/2024 19:01	XSD File	15 KE
	💽 imsmanifest.xml	16/09/2024 19:01	Microsoft Edge H	6 KE
	imsmd_rootv1p2p1.xsd	16/09/2024 19:01	XSD File	22 KE
	o index_lms.html	16/09/2024 19:01	Chrome HTML Do	22 KE
	💽 meta.xml	16/09/2024 19:01	Microsoft Edge H	1 KE
	📄 start.aspx	16/09/2024 19:01	ASPX File	23 KE
	o story.html	16/09/2024 19:01	Chrome HTML Do	22 KE

The presentation will then launch in your default web browser.





Running the presentations in local OneDrive folder

Step One: Running the presentations in a local OneDrive folder (one which saves to your local PC's hard drive) is no different to running them from any other offline location. Once the package has been downloaded and unzipped, and you have checked that the presentations run correctly in the Downloads folder or on the desktop, you can move or copy it to your local OneDrive folder.

	^	Name	Date modified	Туре
		A2	16/01/2025 12:55	File folder
PDATES	5	A4	16/01/2025 12:55	File folder
		A5	16/01/2025 12:55	File folder
		A6	16/01/2025 12:56	File folder
		A8	16/01/2025 12:56	File folder
		B2	16/01/2025 12:56	File folder
ſLevel_⊦	HCS_6	5037083X_CoreAdd_NonSCORM_v3 > A4	1 >	
Level_H	ICS_6	5037083X_CoreAdd_NonSCORM_v3 > A4	↓ > Date modified	Туре
Level_H	HCS_6	5037083X_CoreAdd_NonSCORM_v3 > A4 Name HCSA4_SA4.4	 Date modified 16/01/2025 12:55 	Type File folder
Level_F	HCS_6	037083X_CoreAdd_NonSCORM_v3 > A4	 Date modified 16/01/2025 12:55 16/01/2025 12:55 	Type File folder File folder
Level_F	HCS_6	6037083X_CoreAdd_NonSCORM_v3 > A4 Name HCSA4_SA4.4 HCSA4_SA4.5 HCSA4_SA4.7	Date modified 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55	Type File folder File folder File folder
Level_F	HCS_6		■ > Date modified 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55	Type File folder File folder File folder File folder
'Level_F	HCS_6	6037083X_CoreAdd_NonSCORM_v3 > A4 Name HCSA4_SA4.4 HCSA4_SA4.5 HCSA4_SA4.7 Tutor resources A4_SA4.4 Tutor resources A4_SA4.5	Date modified 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55 16/01/2025 12:55	Type File folder File folder File folder File folder File folder





Running the presentations in OneDrive Online

Step One: If you have copied the files to your local (offline) OneDrive folder, they will automatically upload to OneDrive Online. If this doesn't happen, you can add them by dragging and dropping to OneDrive Online in your web browser, or by using the 'upload' function in OneDrive Online.



Step Two: In the presentation folder, double click on the 'start.aspx' file. **If the security settings in your OneDrive environment allow it**, this will then run the presentation.



The presentation will then launch in your web browser.

The link can be shared by allowing others access to the folder, or by copying to locations such as a Teams channel or a SharePoint site.





Sharing resources from OneDrive Online









Running the presentations in SharePoint

PLEASE NOTE:

It is necessary to copy from OneDrive to SharePoint in order for the presentations to run in SharePoint Online. Presentations uploaded directly to SharePoint will NOT launch online.

Step One: Locate the folders you want to copy to SharePoint in OneDrive Online.	My files > Healthcare Science > A4
	🗅 Name 🗸
	HCSA4_SA4.4
	HCSA4_SA4.5
	HCSA4_SA4.7
	²⁴ Tutor resources A4_SA4.4
	Tutor resources A4_SA4.5
	Tutor resources A4_SA4.7

Step Two: Select the three dots and select 'Copy to' or 'Move to' from the dropdown	✓ Hcs/	A4_SA4.5 ···	· 🖄 Share
	HCS/	A4_SA4.7	Copy link
	Tutor	r resources A4_SA4.4	Anage access
	Tutor	r resources A4_SA4.5	ີ່ Delete
			☆ Favorite
	Tuto	r resources A4_SA4.7	↓ Download
			E) Rename
			Co Move to
			C Copy to
Find the SharePoint folder where you want to store the files and select 'Copy I 'Move here' as appropriate.	nere' or	··· > Core > A	Additional > NON SCORM
		🗋 Name	~
		A2 18 items	
		A4 6 items	ß



Running the presentations in SharePoint (continued)

Step Three: Navigate to the location in SharePoint where you added the files.

Step Four: In the presentation folder, double click on the 'start.aspx' file. **If the security settings in your SharePoint environment allow it**, this will then run the presentation.



The presentation will then launch in your web browser.

Anyone with access to the folder can view the presentation.





Accessing the e-learning presentations through Teams

You can access the e-learning presentations through your OneDrive/SharePoint, or alternatively you can copy the folders to Teams ready for sharing with staff and students, if they have access and your IT protocol allows.

Within your area of Teams, you will see the different Teams you are associated with and you will need to set up a new channel within that team.

Select the three dots in the right-hand corner and select 'Add channel'.



Name the channel and description and set the privacy from the drop-down menu as appropriate for who you want to access this. Select 'Add'. You should now see your added channel.	Create a channel for "LTR" team Channel name Education and Childcare Description (optional) Help others find the right channel by providing a description	Ø
	Privacy Standard - Accessible to everyone on the team Cancel	

To view files that have been added to this channel select 'Files' on the top tool bar.

To add the unzipped learning resources files, go to OneDrive Online.



Within your OneDrive Online find the files and folders you wish to copy over to Teams.	My file	es >	603-5829-4 THEME 3 > S2	7		
Select the three dots at the side to access the full menu of options. You can select multiple files to copy in one go. Select 'Copy to'.	Ĩ.	D	Name \sim			Modified $^{\smallsetminus}$
	٢		T3 S27	Ŕ	:	January 4
	•		Tutor resources T3 S27	ß	:	January 4



Accessing the e-learning presentations through Teams - continued

From the drop-down list of options of where to copy to select your main team folder; in this example it is LTR.	Copy 2 items \times
Click into your team folder, select the sub-folder of where you want the resources to be copied to and select 'Copy here'.	
	Places
J _{lu} Copy here	Choose a destination
	 Your OneDrive
	ncfe.org.uk
	LTR

Go back to your area in Teams and select the reload tab to refresh the screen. You will see the copied files now there.





Document information

'T Level' is a registered trademark of the Institute for Apprenticeships and Technical Education.

The T Level Technical Qualification is a qualification approved and managed by the Institute for Apprenticeships and Technical Education.

Owner: Content Solutions

Change history record

This section summarises the changes to this document since the last version.

Version	Description of change	Date of issue
1.0	Final version	January 2025