Reflective Journals in Mahara

Before starting, is anyone familiar with Mahara? Never seen Mahara before?

It might be worth having a look at some sample ePortfolios.

[DCU Mentorship Programme 2021/22 - Loop Reflect](https://reflect.dcu.ie/view/view.php?t=GwiFlJaU4NRQ3bcjnkf8) DCU Mentorship Programme – reflective. Doesn’t actually use a journal – these are all text blocks and image blocks. Note the instructions which are collapsible.

[Mentoring Scheme - Loop Reflect (dcu.ie)](https://reflect.dcu.ie/view/view.php?t=B3a5GeEY9lHJdsgOXbnU) Totally different personality. Same Mentoring scheme possibly? Lots of different types of media on the page and ownership of the page design.

[Multimodality and Picture Books - Loop Reflect (dcu.ie)](https://reflect.dcu.ie/view/view.php?t=n2R1UavEf3JBYDW8mlCh) Not mentorship or reflective – more like an assignment. Note the menu – actually a collection of pages. Note also the references. Possibly a Journal but I suspect text blocks.

[NS5011 - Cycle 1 - Loop Reflect (dcu.ie)](https://reflect.dcu.ie/view/view.php?id=80545) Professional development. Dropdown for moving to pages (3 esp). Assignment – note references and rubric and meeting log.

So, let’s start with creating a page for your own reflective journal.

When you log onto Mahara, the green boxes have links to help pages, templates etc. The bottom half of the page are links to content relevant to you – forum posts, page shares etc.

Your own name will be at top right and it’s clickable and leads to your profile page which you can edit. Under that are listed any groups you are a member of.

Clicking on the UHI logo always takes you back to the dashboard.

The hamburger menu is at far top right. Most of the action happens under the Create menu. We could at this point go straight to Journals but it’s quicker if we create a page first. The reason for this is that journals are not shareable – only pages are shareable. The rationale behind Mahara and most ePortfolio systems is that the content is private to the owner and under the owner’s control – the idea that students take ownership of their own learning.

Click on Create Pages and Collections. Any pages you already own will be shown here. Click Add to create a new one. A collection is a group of related pages – they have the dropdown menu. They can be shared as a group, quicker than sharing several individual pages.

Enter name, and tags and description if you want. Then save.

You are presented with a blank space and you drag the **+** sign to add content blocks to the page. Look for the faint hatched outline and release the mouse. The side panel opens to enable you to choose which type of content you wish to place.

Let’s start with text. You can change the block title or take it out altogether. Take a paragraph from <https://loremipsum.io/generator/?n=5&t=p> and paste it in and save.

Let’s repeat the process with an image. Drag the **+** onto the page and select Image. You can enter a title if you wish. Click on the word Image to expand it. Tick the box to accept T&Cs and use Choose files to find an image on your device. It might take a while to upload. Then save.

To resize these blocks, you can drag on the right or bottom edges. To reposition them, hover over the header area of the block so that you get the Move cursor and drag.

To edit any of the blocks, use the pencil icon.

The bin icon is obvious.

To see how the page looks to others, use the button on the right that looks like a screen.

PAUSE Q&A

Whilst viewing, you can go back to edit the page using the pencil icon at top right.

Let’s remove the blocks so that we have a blank page and have a look at the journal blocks. I’ll quickly demo these blocks as your journal will probably be empty.

|  |  |
| --- | --- |
| Journal | Displays the full table but change the number of entries. Select the journal and save. |
| Journal entry | Single entry, can be difficult to find |
| Recent journal entries | Again, change no of entries to show |
| Tagged journal entries | All journal entries that have a specific tag |

So, going back to your blank page, use the Journal block and select your journal. You can position and resize the block as you wish. To add a new entry, there is a button at the top of the journal block. You can use Lorem Ipsum if you want to use dummy text.

Again, use the display icon to view the page.

PAUSE Q&A

Click on the UHI logo at top left to go to the dashboard. To edit the page, you would select Pages and Collections from the Create menu and the edit icon is towards the top right.

To edit the Journal, you need to select Journal from the Pages and Collections menu. It’s a bit difficult to do direct from the page.

I’d like to demonstrate inserting an image into a journal entry.

Click on the journal title and use the pencil icon on one of the entries. Position the cursor where the image is to go and use the Image icon on the toolbar. (Clicking the Down arrow to the left of the toolbar will expand it).

You can go to [www.uhi.ac.uk](http://www.uhi.ac.uk) right click the image and select Copy image link . This can be pasted into the Image URL. Submit.

It’s also possible to upload an image so I’ll edit another entry. Position the cursor as before and use the Image icon on the toolbar. This time, click on the word Image, tick the copyright box and use Choose Files to upload from your device.

I think that’s about all we can cover in this session. Let’s have a look at the page.

PAUSE Q&A

You probably want to share the page with someone. A couple of ways to do it:

Share – internal use only

Secret URL – random link. Can be used externally.

Look for padlock icon at top right.

New Secret URL button generates a link which can be copied and emailed to someone.

Share with dropdown – select Person usually. Start to type the name in the Search box. Then save. The person will get an email with a link and the next time they log onto Mahara, the link will be on their dashboard as well.