

System Preferences

Frog admin accounts grant you more access to the settings in the platform than a regular staff account.

There are a number of features hidden in the System Preferences menu that are worth exploring and we'll look at them in this video.

When you open System Preferences from the Profile menu of the FrogBar, the Frog application opens.

Down the left, you can see different sections labelled for their use. In this video, we're not going to look at authentication methods. That area is too complex for this video, but we have plenty of documentation and the Service Desk can work through these options with you as well.

What we are going to cover is some of the more obscure elements which can actually have a big impact.

The first of which is the **Acceptable Use Policy**. We've provided a rich-text input box so you can add a detailed, highlighted, bulleted policy for your users to agree to. Once filled in, you can activate it per profile and force users to re-accept. When a user logs in, they will be presented with the policy and a checkbox. If the user does not check the box or clicks the Cancel button they are returned to the login screen. Checking the box, makes the Accept button available and clicking that allows the user to access Frog as usual. It will not appear again until you force users to re-accept using the option in System Preferences.

One potential second-use of this policy could be for anti-bullying week, which allows you to reset the agreement for students.

Custom subjects as the name suggests allows you to add additional subjects which will appear in the assignments wizard and curriculum tags. There are options to add a new subject at the bottom of the list and you can edit and deactivate these new subjects. Unfortunately, you cannot remove the existing subjects for the moment. This may change in future developments.

System Preferences (cont.)

The **Dashboards** section allows you to set and change the dashboards for each profile type. On initial set-up Frog pre-loads a basic school dashboard site for each profile and the user's timeline and personal dashboard are active for admins, staff and student profiles. You can hide the timeline and personal dashboards using the checkboxes and remove the existing school dashboard and replace with your own. You can set three dashboards for admins, staff and students. The Other and Parent profiles are slightly different, but it's the same process.

Probably the most useful feature is the ability to shift the order by simply dragging and dropping the dashboard icons.

You'll have to refresh your browser to see any changes take effect.

The next section we're looking at is the **File Types** options. Arguably the most overlooked feature in FrogLearn is the ability to specify file types each profile is allowed to upload.

There are two sections, **Frog Default Types** and Custom types. In Frog Default types, you can see which file types we have already set, but you can use the tick boxes to turn off upload ability for these. For instance, if your computers have no way of playing Quicktime .MOV files, it might be easier to deactivate the option to upload them, rather than deal with the issue during a lesson.

Custom file types allow you to add additional file types, such as Sibelius files which are not set by default. Generally, you have to refresh the platform to see these take effects.

The **Email** section should be looked at. Here you need to provide the name, not IP address, of your email relay server. With this information, Frog can email users for forms, notifications and password reminders.

FrogMobile App Preferences currently refers to how you wish to set the media handling policies for FrogSnap. Taking photos of students is potentially a safeguarding issue and FrogSnap handles this by automatically deleting photos, audio and video recorded using the app. Users can specify the app when they want this to occur, but you can set the default behaviour and even prevent users from changing this.

System Preferences (cont.)

Creating a sense of identity for your school's Frog is important. You can do this through changing the images on the dashboards and more obviously, changing the **Login background**.

To do this, create an image around **1680 pixels wide by 900 pixels high**. Try to keep the size to below 200 kb to prevent slow loading. You can then click the Plus symbol to upload a new background.

One school which requested this feature explained that often students reported they could not log into Frog. It turned out the students were Google searching for Frog and trying to log into the first result, rather than use the link provide. By setting the background image, the students knew immediately which platform they were logging into.

We're going to skip over MIS importer, this is covered during initial set up and you very rarely need to revisit it.

We will briefly look at the **Network** section however. Here you can set up access to shared drives and user drives on your network. Users can then access their drives from both inside school and at home. They can see their drives in FrogDrive and through any Network Drive widgets you have added to a page.

The **Passwords** sub-section highlights how this works. Frog will capture and pass through the user's network login details one first visit. You can set this safeguard to happen every time the user logs in or permanently. If the user changes their password on the network, they will be presented with the network login again if you select the permanent option.

As you can see there are many sections of System Preferences we have not covered in this video. Please go through the documentation online and contact the Service Desk if you're unsure about any elements.