

area9
LYCEUM



CONTROLLING ACCESS TO AREA9 RHAPSODE™ USING CODES





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ACCESS CODES

Introduction

Student access to content and classes in Area9 Rhapsode™ is usually managed by someone with Educator privilege adding a learner to a class in Rhapsode LEARNER manually, or via CSV file upload or by rule-based-classes and single sign-on.

Instead, it is sometimes preferable to put control into the hands of end-user learners. Rhapsode has a mechanism to do this called **access codes** (a.k.a. license keys in other systems.)

Use Cases

The primary use cases are:

1. Organizations who sell access to content, for example students who buy a book and get access to a related Rhapsode module;
2. Organizations (e.g., colleges) who want students to self-enroll in classes.

Either or both can be especially useful when organizations want to promote access to content or classes. Scenario 1 is governed by **Package Access Codes** and scenario 2 by **Class Access Codes**. They can be used separately or together.

CLASS ACCESS CODES

Introduction

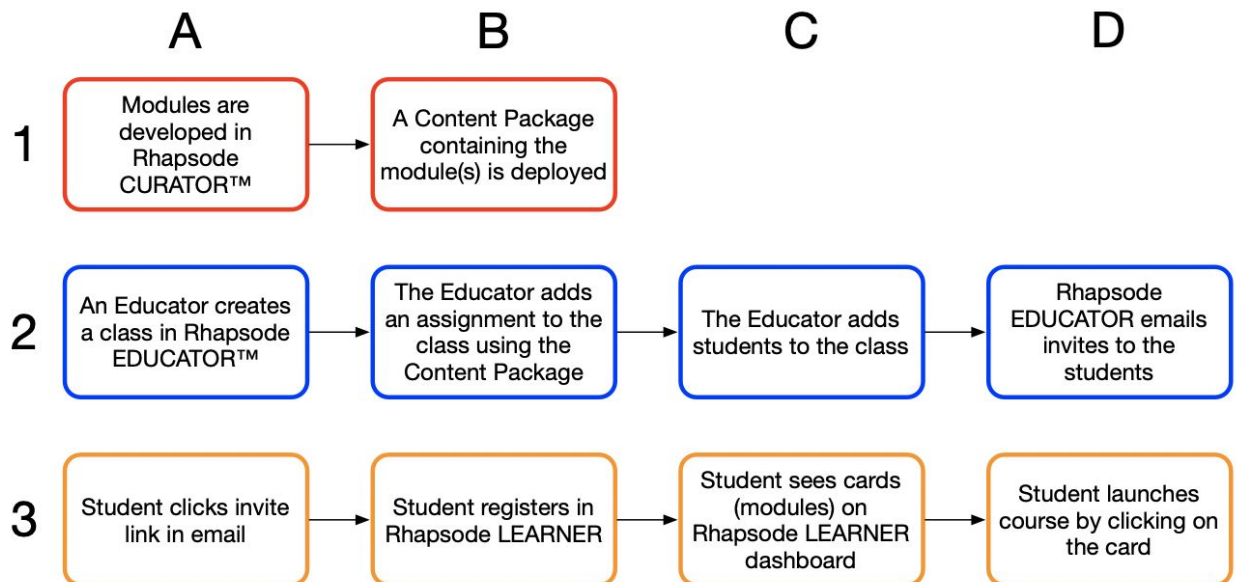
Of the two types of access code, Class Access Codes are the easiest to understand.

Class Access Codes:

1. Are generated in Rhapsode EDUCATOR.
2. Are attached to a specific class.
3. Are used in Rhapsode LEARNER.
4. Are used by students to self-enroll in a class.
5. Can be used as part of the new user process to create a Rhapsode account.
6. Can be used by multiple students.

Class Access Codes workflows

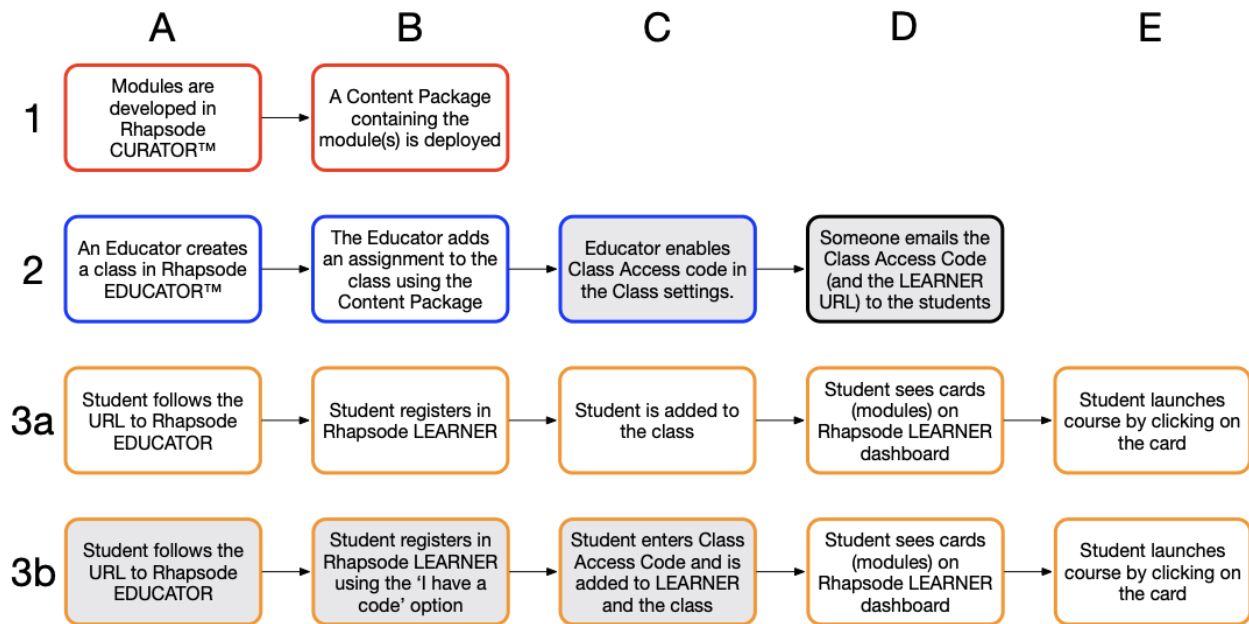
For a student to study in Rhapsode LEARNER, the workflow typically looks like this:



In step 2C, above, the educator enrolls students in the class¹. But what if the educator doesn't have control over who the students are, or wants the students to self-enroll? Enter Class Access Codes.

With Class Access Codes, the educator sets up the class and the content in exactly the same way, but instead of adding students to the class, they generate a Class Access Code in the class settings dialog in Rhapsode EDUCATOR.

The educator (or anyone) then emails or otherwise makes the Class Access Code available to the students who can/will take the class. The students use the Class Access Code to both create an account in Rhapsode LEARNER (if they don't already have one) and to enroll in the class. The workflow is shown below, with the items in grey showing steps that differ from above.



If the URL sent to the students includes the “access_code=” parameter, the flow is as per 3a. If the URL to Rhapsode LEARNER and the Class Access Code is sent separately, the flow is as per 3b.

The same Class Access code is sent to all students, and can be used any number of times, up to the limit (if any) specified in the class settings.

¹ Note that students can also be enrolled automatically in a class if single sign-on is enabled, using the “rule-based-class” feature in Rhapsode EDUCATOR.

How to Create Class Access Codes

Class Access Codes are created by enabling the “Access Code” option on the class settings in Rhapsode EDUCATOR (during or after the creation of the class). Clicking the check box will automatically generate the Class Access Code.

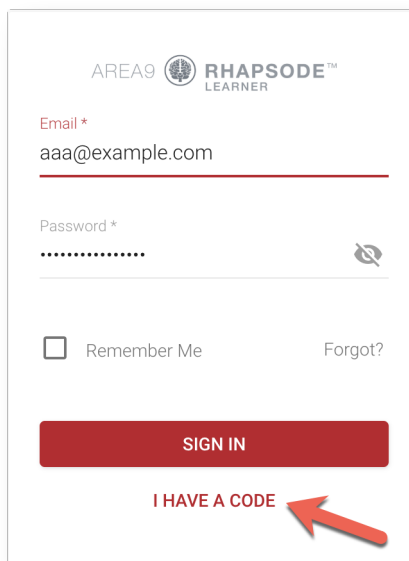
Using the ‘Allow self-registration’ option on the Class Access Code, the educator can restrict the use of codes to only students who already have a Rhapsode account, or can enable students to create accounts as part of the class enrolment process. It is also possible to limit the number of learners that can enroll.

Codes can be disabled, stopping additional learners from enrolling in the class. A new code can be generated to replace the disabled code. It is not possible to re-enable a disabled code.

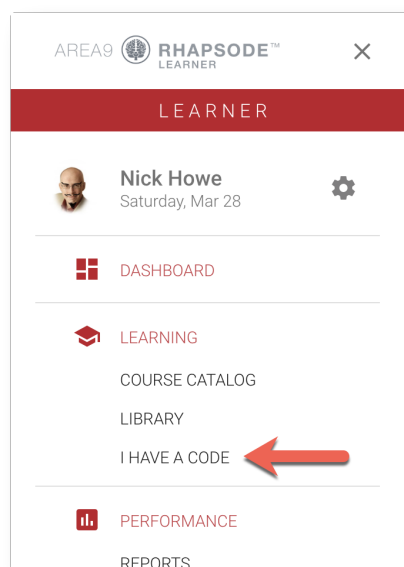
How to Use Class Access Codes

Class access codes can be used in one of three ways:

1. PREFERRED: Using the “access_code=” parameter in the Rhapsode LEARNER URL. e.g., https://eu.rhapsode.com/learner.html#home&access_code=CHYM1J84Q3Q
2. By clicking the ‘I Have a Code’ link on the login screen in Rhapsode LEARNER.
3. By clicking the ‘I Have a Code’ link on the Rhapsode LEARNER menu.



Rhapsode LEARNER login screen



Rhapsode LEARNER menu



PACKAGE ACCESS CODES

Introduction

Package Access Codes are similar to Class Access Codes in three main ways:

1. They are used by students.
2. They apply to Rhapsode LEARNER.
3. They can be used as part of the new user process to create a Rhapsode account.

But they also differ:

1. Package Access Codes control access to content within a class, not to the class itself.
2. Each Package Access Code can only be used once.
3. They are generated in Rhapsode CURATOR, not Rhapsode EDUCATOR.
4. They can be used either with Rhapsode classes or with SCORM or LTI packages through a 3rd party LMS.

How to use Package Access Codes

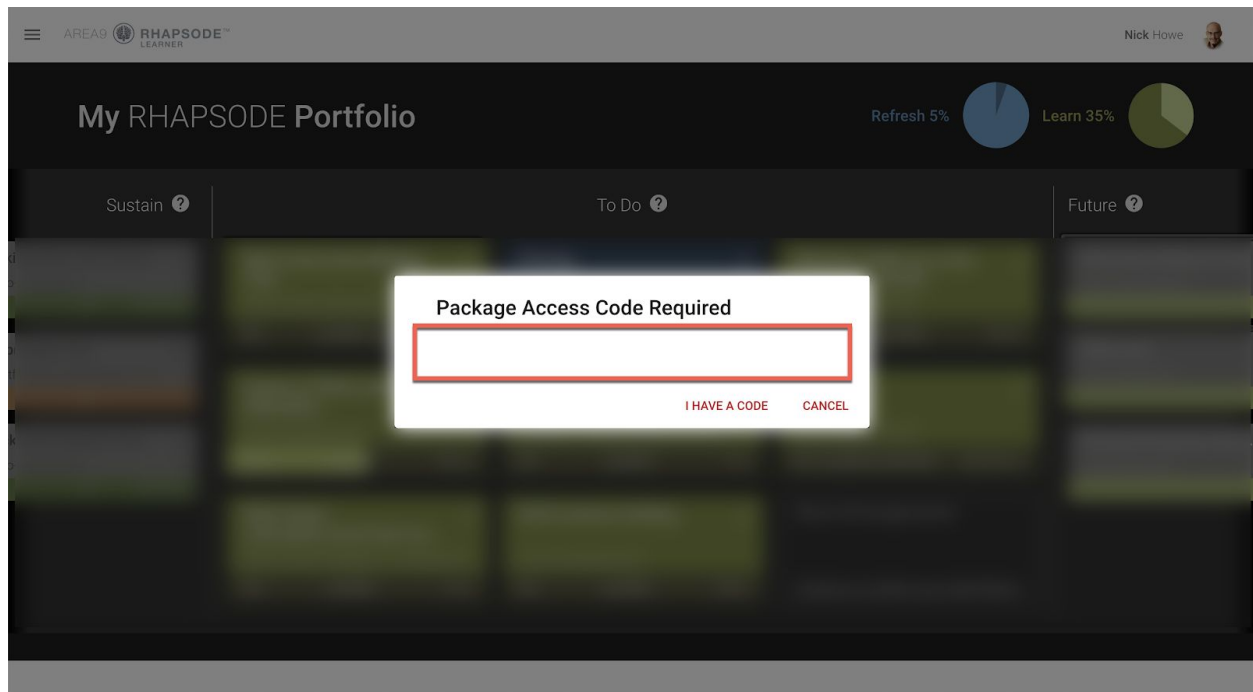
Imagine a scenario where a company offers a class via Area9 Rhapsode. The Class consists of two Assignments. Assignment one is offered free to any learner as an incentive. Learners can purchase access to Assignment two.

The learner needs access to the Class to take Assignment one. How does the company restrict access to Assignment two to only learners who have paid²? Enter Package Access Codes.

Each Package Access Code grants one Rhapsode user access to one Assignment/Content Package inside a Class in Rhapsode LEARNER.

² As of March 2020 Area9 Rhapsode does not have native ecommerce capabilities, so this payment needs to be handled via external systems.

The first time a Learner clicks on a card on the Rhapsode LEARNER dashboard that requires a Package Access Code, the Learner will be prompted to enter a Package Access Code. Only if they enter a valid Package Access Code will they be able to launch the module(s).

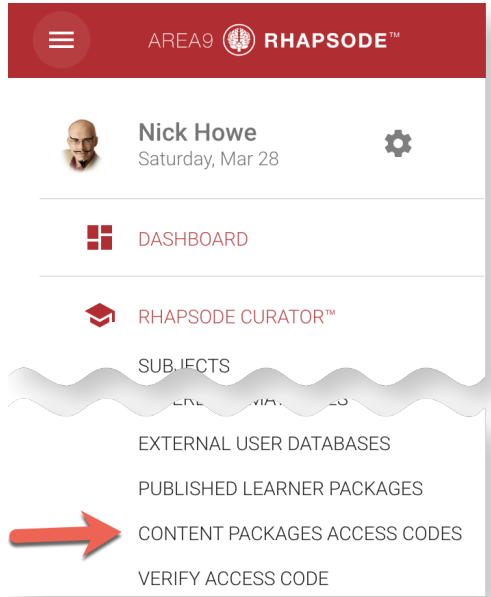


The area highlighted in red can contain instructions (configured in Rhapsode CURATOR on Content Package settings) for the learner on how to use or acquire a Package Access Code for the module they tried to launch.

How to Create PACKAGE Access Codes

Package Access Codes are **enabled by first turning on encryption on a Content Package**. If this step is not completed, the Create Package Access Code dialog box will show an error message.

Package Access Codes are created using the Content Packages Access Codes menu item in Rhapsode CURATOR.



The screenshot shows the 'Content Package Access Code Batch' screen. The table below displays the following data:

Content Package ↑	Issued	Issued By	Count	Used	Description
Area9 Onboarding - WIP	2020-04-01 09:52:13	nick@area9.dk	1	0	

Additional UI elements include a search icon, a plus sign, and a minus sign in the top right corner, and a pagination indicator '1-1 of 1' at the bottom right.

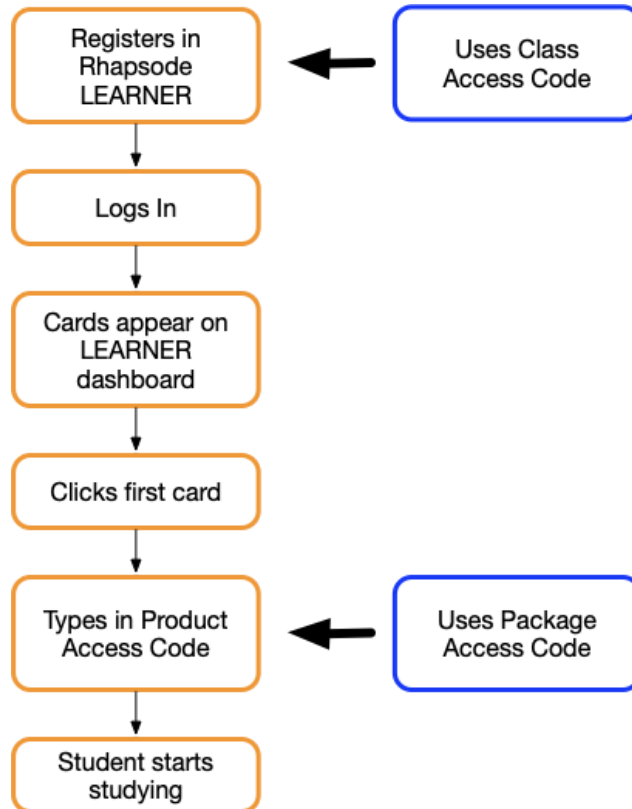
From the Content Package Access Code screen, as many codes as necessary can be generated, and exported to a CSV file.

USING CLASS ACCESS CODES AND PACKAGE ACCESS CODES TOGETHER

There may be scenarios where both Class Access Codes and Package Access Codes are needed to be used, for example allowing learners to self-enroll in a class where they have paid for the content.

Which code should the learner use first? Does it matter? The simplest user experience is to use the Class Access Code first.

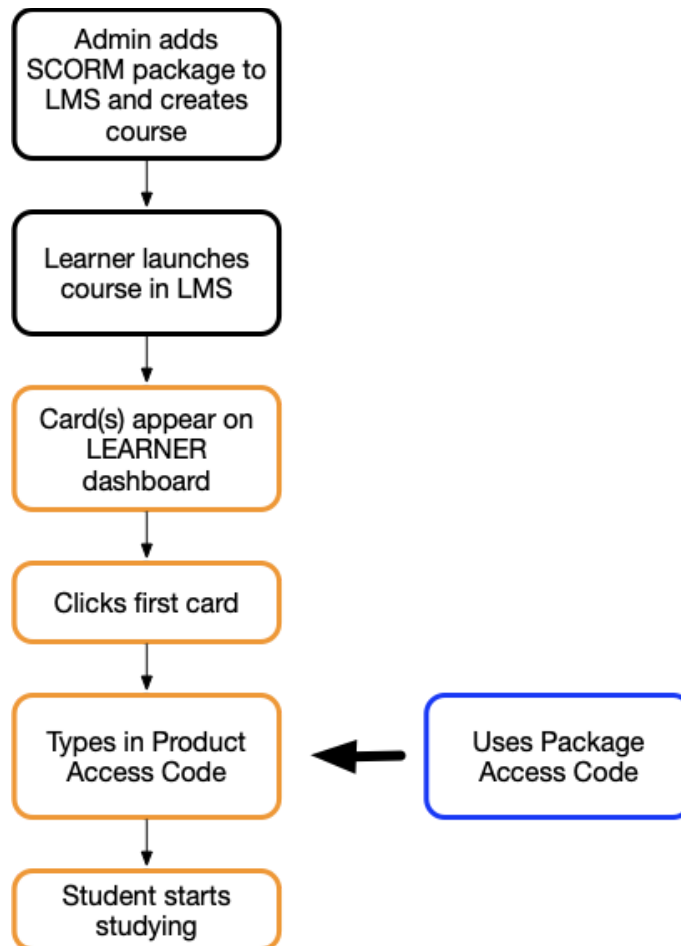
In this scenario, the administrator and/or educator set up the codes as described above. The learner uses the Class Access Code to register for the class (creating an account in Rhapsode in the process if necessary). Once in the class, the learner uses the Product Access Code to gain access to the course content.



ACCESS CODES AND LEARNING MANAGEMENT SYSTEMS (SCORM/LTI)

Package Access Codes

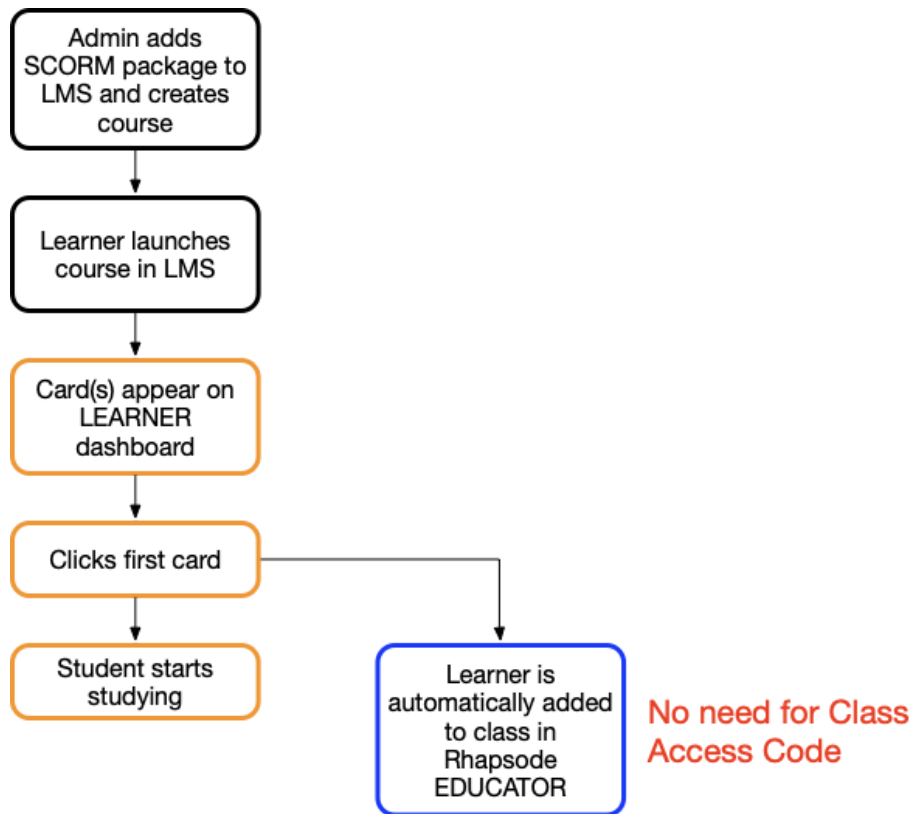
You can use Package Access Codes with Learning Management Systems. They work as described above in the main Package Access Codes section above other than there is no need for the learner to create a Rhapsode account - credentials are handled implicitly when the SCORM package is launched from the LMS.





Class Access Codes

Class Access Codes and Learning Management Systems are incompatible. Class Access Codes are used to add learners to classes in Area9 Rhapsode; this happens automatically when a learner launches a SCORM package from an LMS, so Class Access Codes are unnecessary.



APPENDIX: ACCESS CODE FORMAT

Access Codes are random strings of 12 characters and use a subset of the alphabet to reduce the risk of mistyping.³ All Package Access Codes start with 'P', and Class Access Codes with 'C'.

Package Access Code Example (12 digits):

P2KQCZAFPJ47

Class Access Code Example (12 digits)

CHYM1J84Q3Q

³ The letters I, O, L and W are not used.