Management of several groups of students: creation and animation of servers in Discord

● Presentation

Discord is simple and intuitive communication software. This platform allows you to create <u>servers</u>, which you can organize into **training spaces**. You can then **invite students and / or colleagues** to your server and interact with them in **writing** (in <u>text channels</u>) or by **audio** (in <u>voice channels</u>).

The **fluidity of navigation** between the different channels makes Discord a very practical tool for organizing and managing **work in groups** of students.

Summary

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● **Installation**

Download the Discord app on your computer:
- https://discord.com/download

Open the Discord app and create an account. You can also create an account directly via the following link:
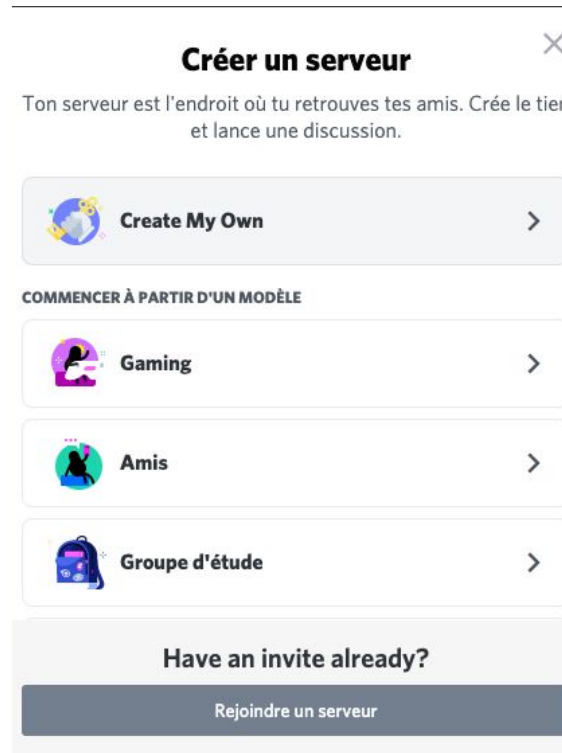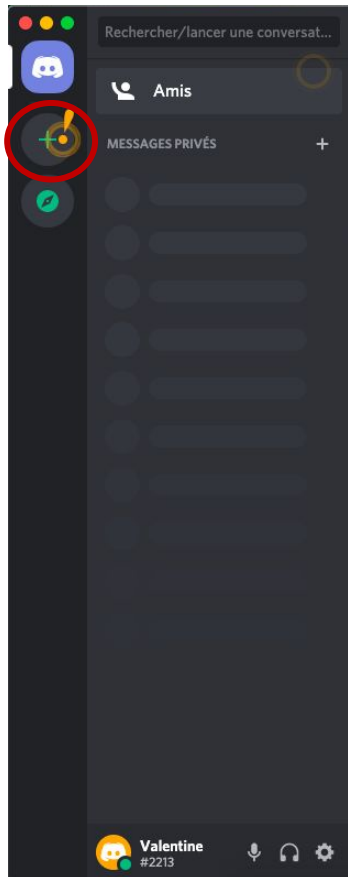- https://discord.com/register

● Creating a server

Create a server for your class session: click on the "+" icon at the top left and select "<u>Create my own</u>":
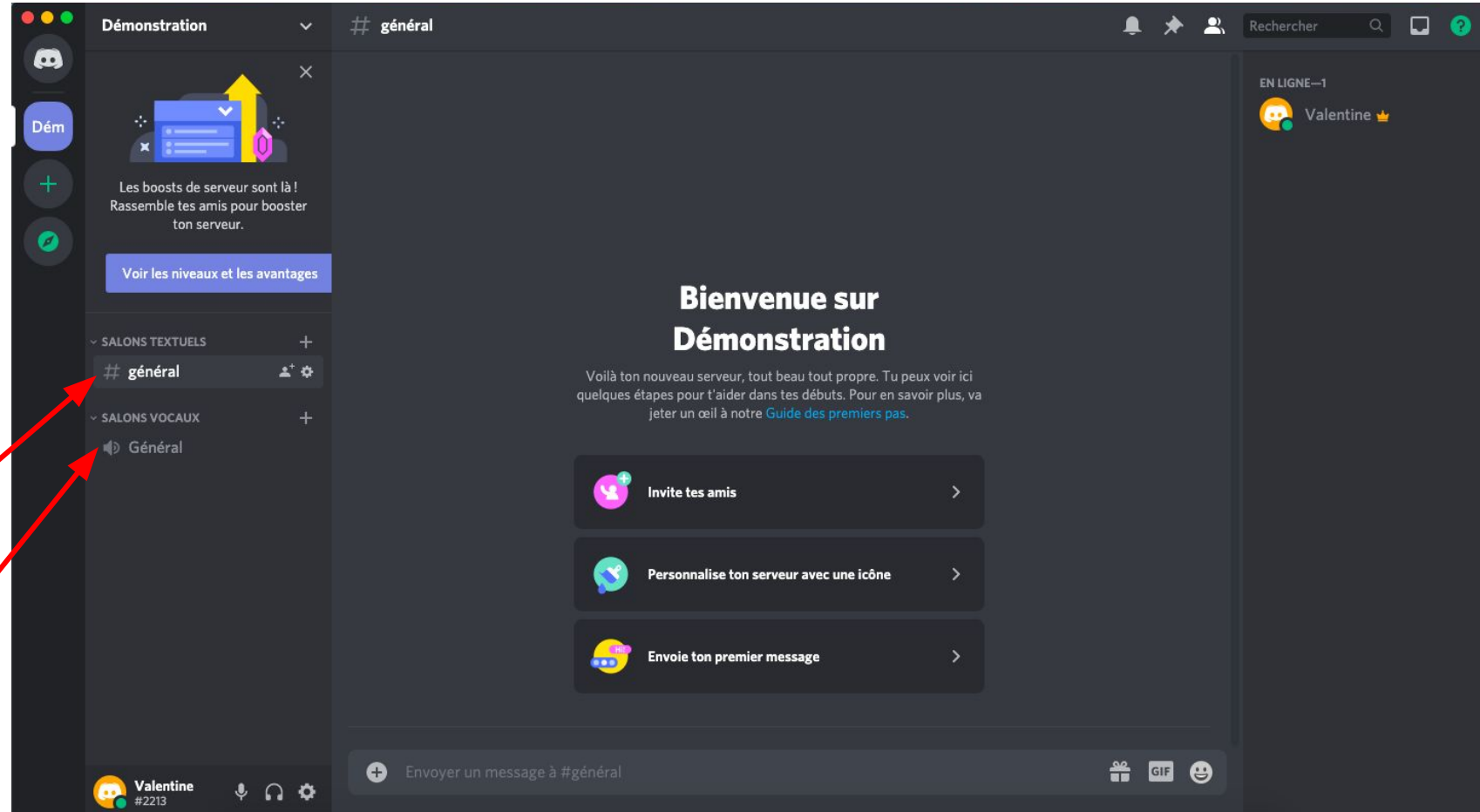

Give a name to your server
(ex: "first year math class")
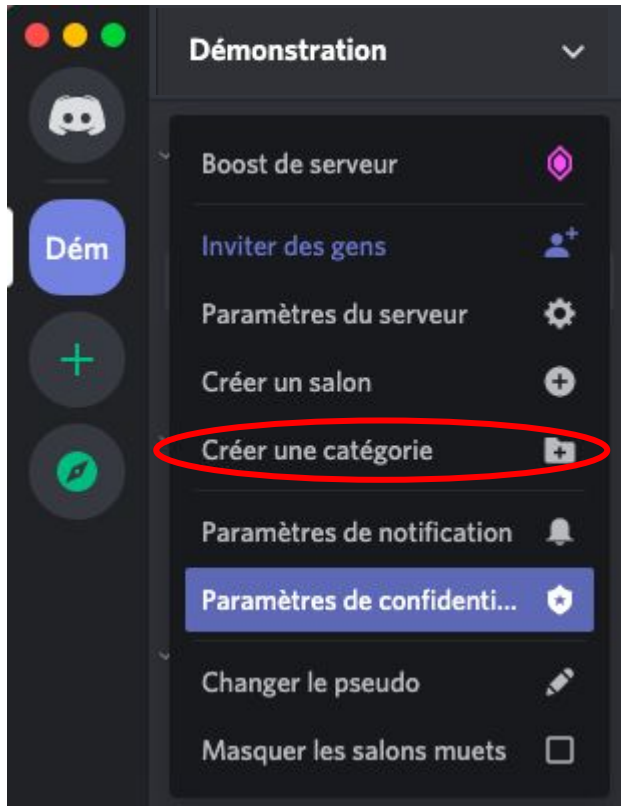
Organizing a server

By default, the created server (here called " <u>Demonstration</u> ") looks like this:

- two categories, called "textual channels" and "vocal channels"

- two types of channels
  - a text channel, preceded by the symbol **#**
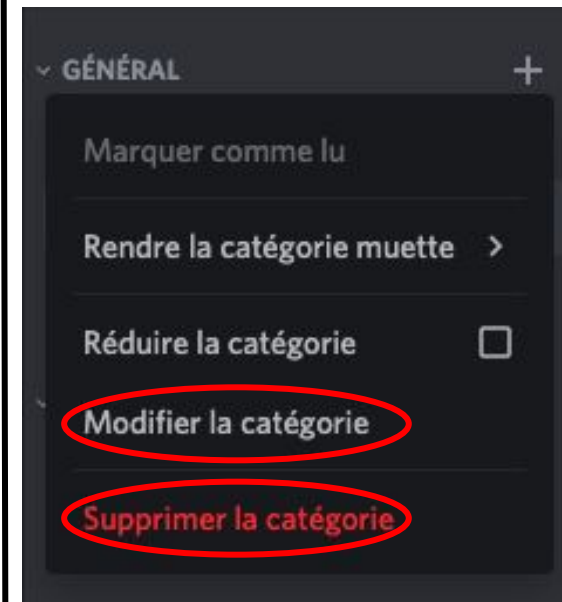 - a voice channel, preceded by the symbol 🔊

● **Organizing a server**

Customize your server according to its use. To do this, you can add, remove or rename categories:

To add a category:

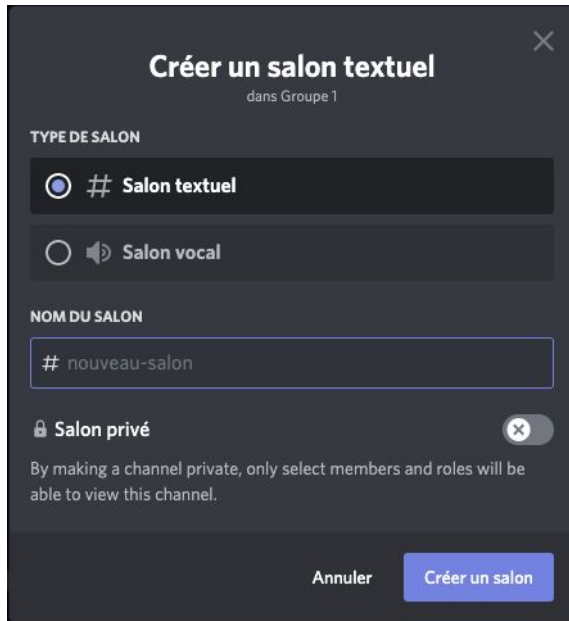click on the server name, then on "Create a category"
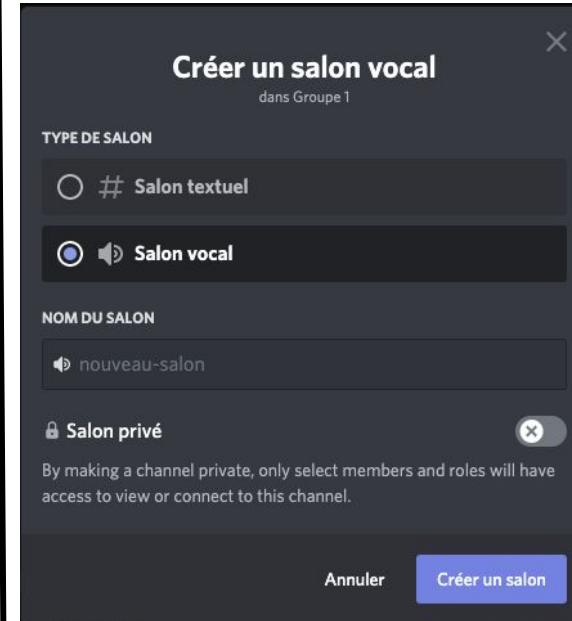
To delete or rename a category:

right-click on the category name, then click on "Delete category" or "Edit category"

● Organizing a server

In each category, you can **add** the **text channels** and / or **voice channels**; to do so, click on the "+" icon next to the name of the category and pick:

a <u>text channel</u> works like a <u>chat</u>
=> *you can make announcements, share links, send documents, etc ...*

a <u>voice channel</u> works like any <u>videoconferencing</u> application
=> *connected people can chat live, with or without a webcam, share their screen, etc ...*

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Organization example for a course server

A "General" category with several channels:

- an "<u>annoucements</u>" text channel
  => for planning sessions, homework, evaluations; it is possible to configure this channel so that only teachers can post messages (see the "creation and assignment of roles" section)

- a "<u>ressources</u>" text channel
  => to share links or course documents

- a "<u>main room</u>" text channel
  => to give instructions, ask questions, run polls (see the "use of bots" section), etc…

- a "<u>main room</u>" voice channel
  => for whole-class teaching sessions

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Organization example for a course server
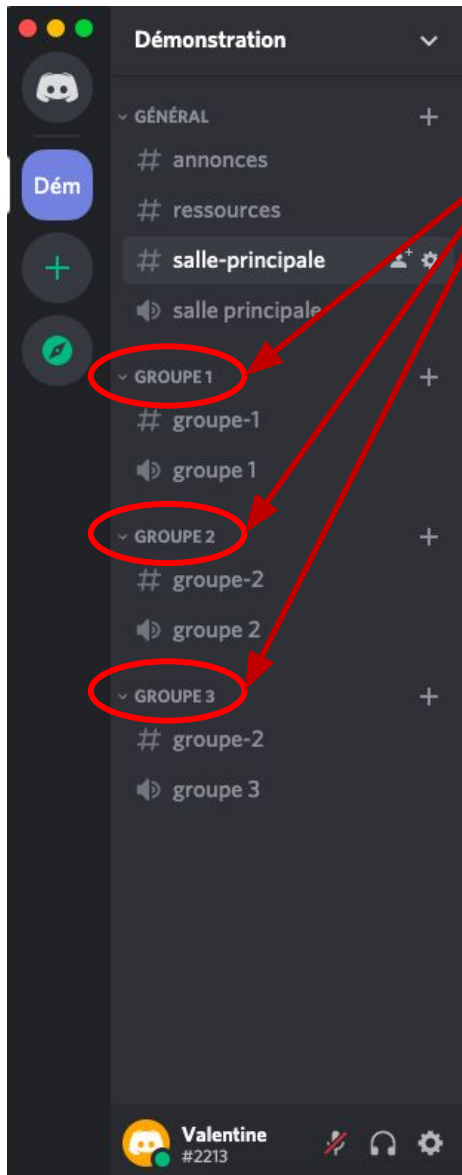
One category per working group; the students are divided into the different categories according to the group to which they belong.

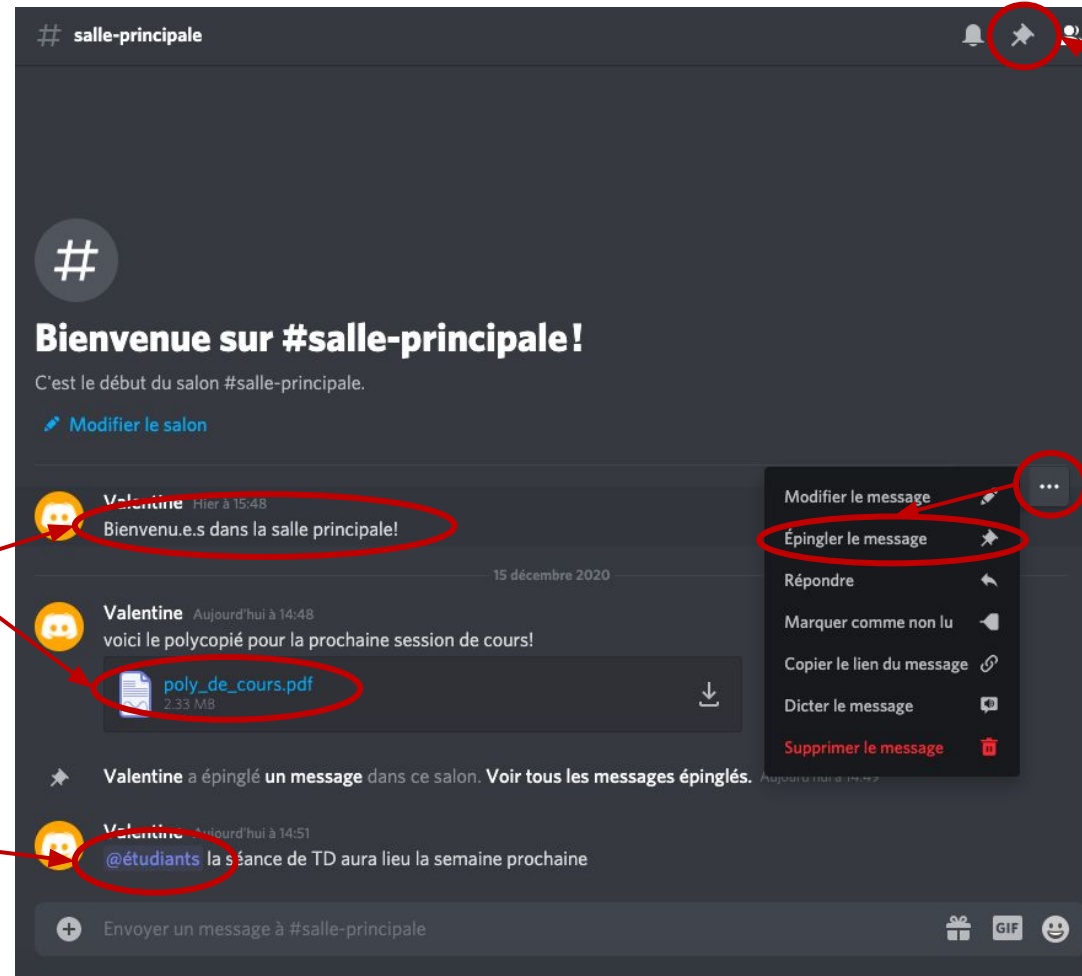Each group has access to:

- a dedicated textual channel
     => *where they can share links, documents, thoughts with other members of their group*

- a dedicated voice channel
     => *where they can interact live, with or without a webcam, share their screen, etc ...*

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How a text channel works

A **text channel** works like a **chat**, but unlike Zoom or BB Collaborate, **all sent messages and documents are kept from session to session**:

All important messages that have been pinned are listed here

Send messages, links, and documents that can be viewed at any time by all the users of your server (even those who have joined it afterwards)

Pin messages, links, important documents so that they can be found easily

Notify a user or a group of users with the same role by typing @ [username] or @ [role]

How a voice channel works

Connect to a **voice channel** by clicking on it; **the connection is instantaneous** and the following window is displayed above your status:

Successful connection indicator and name of the voice channel where the connection is active

Disconnect from the voice channel

Turn on the webcam
nb: the show is limited to 25 people from a webcam on

Share your screen ("Live")
nb: the show is limited to 50 people when a Live is in progress

Activate / deactivate the microphone

Mute the discussion

User settings
in case of audio or video problems, click on this icon then go to "Voice & video" and check the selected audio input and output devices and camera

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Invite students and teachers to your server

Click on the arrow to the right of your server name and select "invite people"
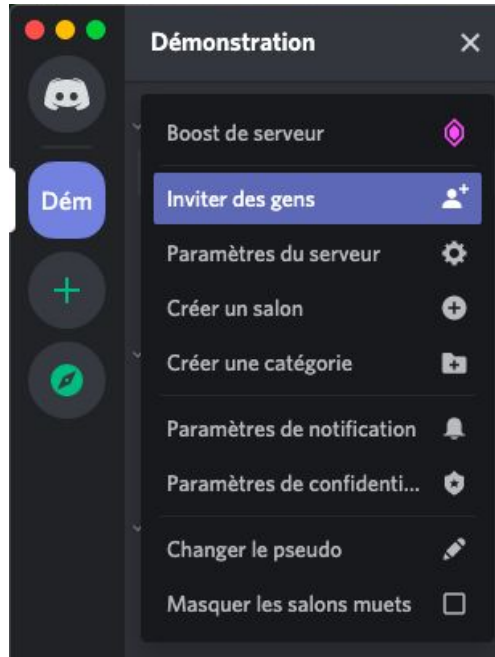
It is this link that you must communicate to your students and / or colleagues so that they can reach your server.

Remember to check this box so that your sharing link never expires (it expires by default after 1 day)

● Creation and assignment of roles

Now that you have invited your students and / or colleagues to your server, you can **assign them specific roles**, which will be associated with **different degrees of permissions** (access restricted to certain categories or to certain channels, possibility of posting messages, creating new channels, to invite other people, etc…).

To create a role (for example "student", "teacher", or "class of 2020"):

- Click on the arrow to the right of your server name and select "server settings"
- Go to the "roles" tab in the left menu
- Click on the "+" icon next to the title "roles"
- Give the new role a name and give it the permissions you want!

Finally, **to assign a role** to a member of your server, **right-click on their username and select the corresponding role.**

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Creation and assignment of roles

You can also define the permissions of each role in your different categories and your different channels:

- Right-click on the category / channel in question
- Select "modify category / channel"
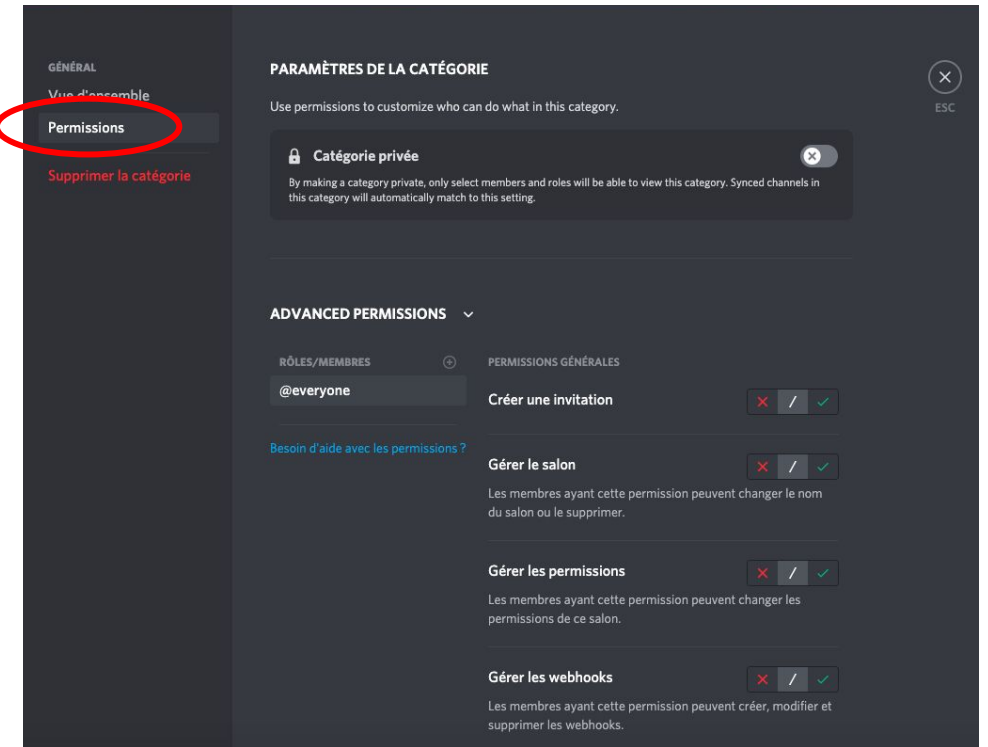
- Go to the "permissions" tab in the left menu
- In "advanced permissions", select the permissions specific to each role for this category or channel
-

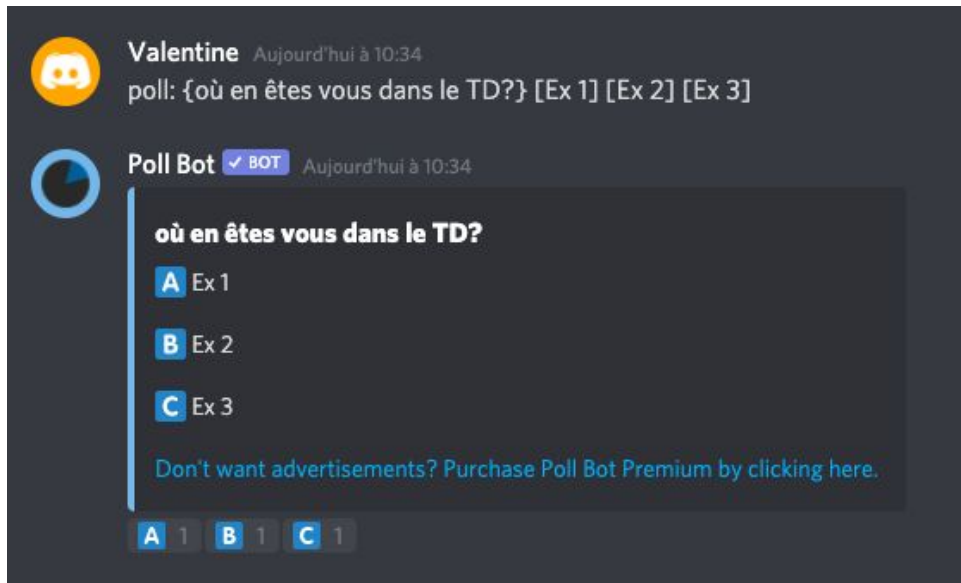*=> You can thus create spaces dedicated to certain roles (eg: a virtual teachers' room, or a dematerialized student office!)*

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Using bots

Discord offers the ability to add many different "<u>bots</u>" that you can use **to perform custom functions** within your server.

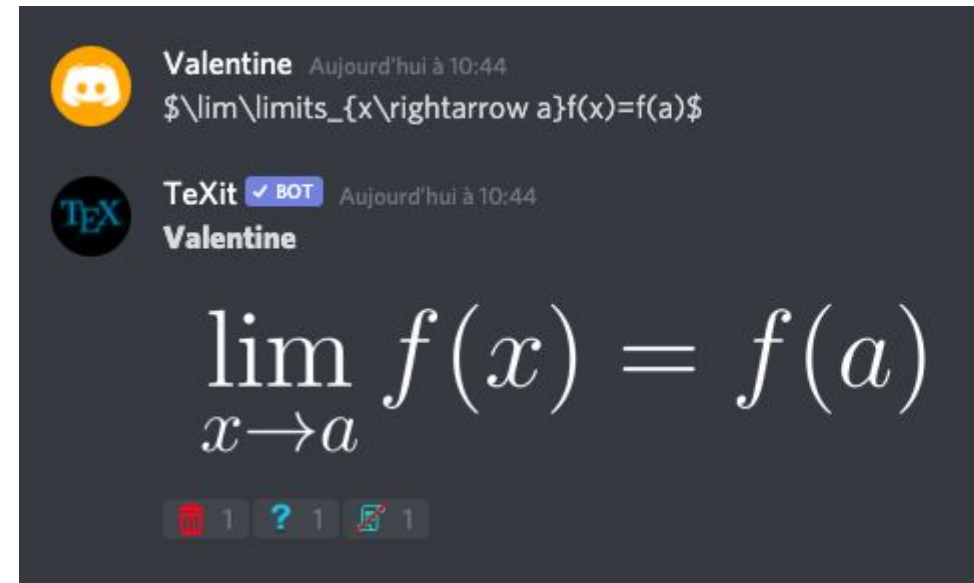You can find all the bots available here: https://top.gg/

Here are the two "bots" that we cannot do without:

Poll Bot, a robot to do small surveys, for example to check how the students are doing:

TeXit, a robot allowing to transform messages written in LaTeX, by writing the code between $ symbols:

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