

## **Some hints on the use of Fronter** (also known as Classfronter)

1. We use Fronter for students to hand in (“upload”) and thereby distribute (to other seminar participants) suggested solutions to seminar problem sets.
2. We also use Fronter to distribute problem sets (including previous exams) for self study.
3. We can also use Fronter to give written feedback from the teachers to these suggested solutions, and for discussions. On some occasions the teachers will also distribute additional notes on the seminar problem sets, e.g., when the seminar did not get through all the exercises assigned for that week.
4. But we use the open web pages to distribute messages and teaching notes that are not connected to seminars.
5. You log into Fronter at the page <https://blyant.uio.no>
  - a. Use your ordinary UiO user name and password.
  - b. Before logging in, you should choose English or Norwegian language. This will not affect the content of what you see inside Fronter, only the instructions and help texts displayed.
  - c. There is a FAQ list in Norwegian for Fronter at <http://www.uio.no/tjenester/it/utdanning/fronter/hjelp/dokumenter/>
  - d. In English the best help files are found inside Fronter, under the “Help” link.
6. Fronter is organized in “rooms,” a kind of folders with files and discussion forums. Each seminar group has its own room with access limited to registered participants and the teachers.

7. After logging in, you find a “Choose room ...” menu (“Velg rom ...”) towards upper left corner of screen.
  - a. After your first login: Click “Display all rooms” (“Vis romliste”). Mark the Fellesrom and seminar room: Click in their square boxes, then click “Add to favourite rooms” (“Legg til som favorittrom”) at bottom of screen. This makes navigation easier later on, since rooms will be listed under Choose room.
8. Under Choose room/Velg rom (or Display all rooms/Vis romliste), click the name of Fellesrom or your seminar room. Then, within the room, click the “Tutorial” (“Undervisning”) link in the left margin.
  - a. The Tutorial/Undervisning part of the seminar room will contain files mentioned under point 1. above, available for all students in the group. When it is your turn to hand in, use the “Upload file” (“Last opp fil”) link towards the upper right of this screen. When you prepare for other seminar meetings, you can read the uploaded files by clicking their names.
  - b. The Tutorial/Undervisning part of the Fellesrom will contain files for all students (both seminar groups), mentioned under point 2. above.
9. PLEASE: Before uploading, create file names that indicate course code, seminar group no., seminar meeting no., and first four letters of family name of one of the authors, e.g., econ4510\_grp2\_m3\_name.docx (year and semester are not necessary)
10. If you don't get access to the seminar room of your group, you are probably not registered properly in Fronter. Please contact one of the student advisers, Ingunn Skjerve or Kaya Sverre, rooms ES1213 and ES1212.