

Student Guide to Moodle

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Accessing Moodle

Moodle can be accessed by going to <http://moodle.augustana.edu>.

Once in Moodle you will need to login.

To do this click on the Login link at the top right hand side of the screen.

You are not logged in. ([Login](#))

This will take you to the Login screen where you will need to enter your college user name and password.

The screenshot shows the Moodle login interface. At the top left is the Moodle logo. At the top right, it says "You are not logged in. ([Login](#))". Below the logo is a navigation bar with "learn.vardean » Login to the site". The main content area is a light-colored box with two columns. The left column is titled "Returning to this web site?" and contains the text "Login here using your username and password: (Cookies must be enabled in your browser) ?". Below this are two input fields: "Username:" with the value "5678" and "Password:" with masked characters. A "Login" button is to the right of the password field. The right column is titled "Is this your first time here?" and contains the text "Please login using your college network username and password." and a note: "Note: You may need to obtain a Enrolment Key from your course tutor, to gain access to individual courses." The footer of the page also contains "learn.vardean » Login to the site".

Accessing a Course

All Moodle courses require students to “Enroll” on a course before being able to use it. This may have been done by the Teacher of the course as they can pre-register their students, but in most cases you will need to enroll yourself.

Enrolling on a Course

All courses are listed under course categories (subject areas), so you will need to find the right course category to find the right course.

To view all course categories, click on the “All Courses” link at the foot of the “Course Categories” block.

The image shows a Moodle interface for course categories. On the left is a 'Course categories' block with a list of categories and sub-categories. On the right is the main 'Course categories' page showing a table of categories and their counts. Two callout boxes provide instructions on how to navigate the interface.

Course categories

- Science
- Media
- Adult Education
- Modern Languages
- Humanities
- Miscellaneous
- Social Sciences
- Maths
- Key Skills
- Computing and IT
- LRC
- Business
- English & Classics

Search courses...
All courses...

moodle
learn.varndean » Course categories

Course categories

Science	4
Chemistry	2
Physics	2
Biology	2
Electronics	2
Media	4
Adult Education	4
Spanish	3
Information Technology	5
French	2
Modern Languages	3
Humanities	1
Geography	1
Travel and Tourism	2
Miscellaneous	3
Travel and Tourism	2
Miscellaneous	3
IT Training	4
Social Sciences	
Sociology	1
Law	1
Psychology	4
Philosophy	3
Maths	3
Further Maths	3
GCSE	4
AS	5
A2	6
2 Year AS	1
Key Skills	6
ICT Level3	
Computing and IT	4
LRC	1
Business	13
English & Classics	2

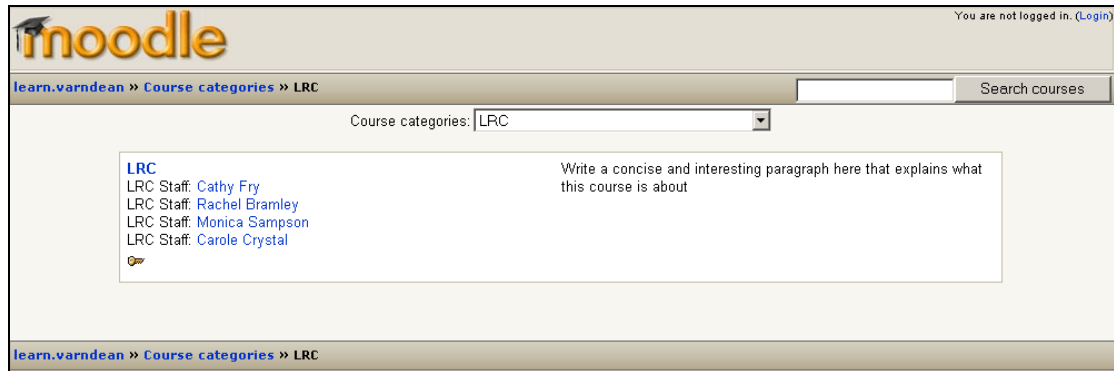
Click here to view all course categories and to find the right course

Click on the course categories or sub category to view the courses

To view the courses available for each category or subcategory simply click on the name of the category. Let's say we are going to register for a course under the category LRC.

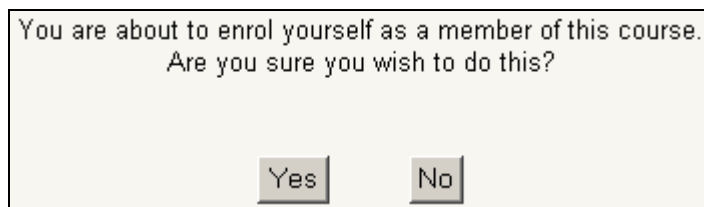
Click LRC!

You will then see a list of all courses available in that category, in this instance there is currently only one.



The screenshot shows the Moodle interface for the 'LRC' category. At the top left is the Moodle logo. The breadcrumb trail reads 'learn.vardean >> Course categories >> LRC'. A search bar is present with the text 'Search courses'. Below this, a dropdown menu shows 'Course categories: LRC'. The main content area contains a list of staff members: 'LRC Staff: Cathy Fry', 'LRC Staff: Rachel Bramley', 'LRC Staff: Monica Sampson', and 'LRC Staff: Carole Crystal'. To the right of this list is a text box with the prompt 'Write a concise and interesting paragraph here that explains what this course is about'. At the bottom of the page, the breadcrumb trail 'learn.vardean >> Course categories >> LRC' is repeated.

Click on the course title. You will then be asked if you wish to be enrolled on the course, click "Yes" to enrol, and "No" to return to the course categories.



The dialog box contains the text: 'You are about to enrol yourself as a member of this course. Are you sure you wish to do this?'. At the bottom of the dialog, there are two buttons: 'Yes' and 'No'.

You may also be asked for a "Key" to access the course, you will need to talk to your instructor for the "enrollment key".

Using Moodle

Now that you have logged in to Moodle and enrolled on a course you will be able to view the Moodle course and all of its content.













The screenshot shows the Moodle course interface for 'learn.varndean >> LRC1'. The user is logged in as 'bobetta Test2'. The interface is divided into several sections:

- People:** Includes a 'Participants' link. Callout: 'Click here to view tutors and users of the course.'
- Activities:** Includes 'Forums' and 'Resources' links. Callout: 'View available activities.'
- Search Forums:** Includes a search box and 'Advanced search' link. Callout: 'Use the admin area to view your grades and edit your profile (you could add a photo!).'
- Administration:** Includes 'Grades' and 'Edit profile' links. Callout: 'View all courses on which you are enrolled.'
- My courses:** Lists 'Moodle Training Course', 'Senior Mathematics Challenge', and 'LRC'. Callout: 'View all courses on which you are enrolled.'
- Topic outline:** Lists 'News forum', '1 Tutorials', '2 REB', '3 Videos' (with sub-items 'Videos' and 'International Movie Database'), '4 Periodicals' (with sub-items 'LRC Periodicals List', 'Infotrac', and 'Periodicals Forum'), and '5 Not available'. Callout: 'Use these links to navigate.' and 'Access all course material.'
- Upcoming Events:** Shows 'Moodle Training Today (02:30 - 03:30)'. Callout: 'View events for your course or access the events calendar.'
- Recent Activity:** Includes 'Latest News' (No news has been posted yet) and 'Messages' (No messages waiting). Callout: 'View news items for the course' and 'View messages that have been sent to you, or send messages to others, including tutors.'

Identifying course content

Moodle uses icon to help you identify the course content. Holding the mouse over an icon will reveal the type of content.

The icons

-  Text Page Resource
-  Web Page Resource
-  Forum
-  Directory Resource (Associated course files)
-  Course Assignment – usually set with deadlines, completed assignment can be sent to tutor via Moodle.
-  Online Multiple Choice Questionnaire
-  Glossary of terms used in the course
-  Personal Journal could be used As a tool for you to reflect on particular topics in a course – you will be guided by your tutor.
-  Lesson Activity, usually consists of a pages of content with questions at the end.
-  Case Studies – provided by external provider.
-  Survey
-  Chat!

Submitting an Assignment

Your course tutor has set you an assignment. You've done the work, written the essay and now you want to submit the assignment before the deadline.

Click on the Assignment link on the front page of your course. This will take you to a page where you can view the assignment details, and when completed submit the work.

The screenshot shows a Moodle assignment submission page. At the top left is the Moodle logo. Below it is a breadcrumb trail: [learn.varndean](#) » [LRC1](#) » [Assignments](#) » [Test Assignment](#). A search box with a dropdown arrow and the text "Jump to..." is in the top right. The main content area contains the following text: "You should write an essay of no less than 500 words that demonstrates your knowledge of best practice search techniques." Below this, the availability and due date are listed: "Available from: Wednesday, 19 October 2005, 01:30 PM" and "Due date: Wednesday, 19 October 2005, 03:30 PM". Underneath, it says "Upload a file (Max size: 2MB)". There is a text input field, a "Browse..." button, and an "Upload this file" button. At the bottom, there is another breadcrumb trail: [learn.varndean](#) » [LRC1](#) » [Assignments](#) » [Test Ass](#). Several callout boxes with arrows point to specific elements: "Assignment details" points to the assignment description; "Assignment deadline" points to the due date; "Browse to locate your completed Assignment" points to the "Browse..." button; and "Once you have browsed, click here to upload the file" points to the "Upload this file" button.

Viewing Grades for submitted Assignments

Once you have submitted your Assignment you can view your grades by click on the "Grades" link in the "Administration Block", or by clicking on the Assignment.