



# Moodle 3.8

---

BY: AQEEL WAHAB SIDDIQUI

Moodle is a learning management system, or LMS. Learning management systems are online platforms where teachers and students can collaborate in order to improve student achievement. They allow teachers to create an online class, add assignments, add resources for students to use both inside and outside of the classroom.

MOODLE

# Customize your profile

You can:

Set your Picture

Your general profile

Your personal Information

Your Interests

And different options

Go to Top right screen and click on drop down icon

The screenshot shows a user profile page. On the left is a navigation menu with the following items: Dashboard, Site home, Calendar, Private files, My courses, 2019 Fall-MG557-A, 2019 Fall-MG529-A, and Site administration. The main content area features a profile header for Aqeel Wahab Siddiqui, including a profile picture, a 'Message' button, and a gear icon for settings. Below the header are two buttons: 'Reset page to default' and 'Customise this page'. The bio reads: 'Hello, I am Aqeel Wahab Siddiqui. I have been an instructor for the past 16 years, teaching a wide variety of courses, topics and skills. Specially, I have been teaching courses in Project Management since 2011. Project Scope & Integration Management, Time, Cost and Leaderships are my core courses in this MPM/MSPM degrees.' Below the bio are two columns of user details. The 'User details' column includes 'Email address' (aqeel.wahab@abasyn.edu.pk) and 'Country' (Pakistan), with an 'Edit profile' link. The 'Miscellaneous' column includes links for 'Blog entries', 'Notes', 'Forum posts', 'Forum discussions', and 'Learning plans'.

# Notification Settings

Now this is an important step because it will dictate what you're notified about with regards to your Moodle course. For instance, being notified if a student posts a comment, sends a direct message, or turns in an assignment

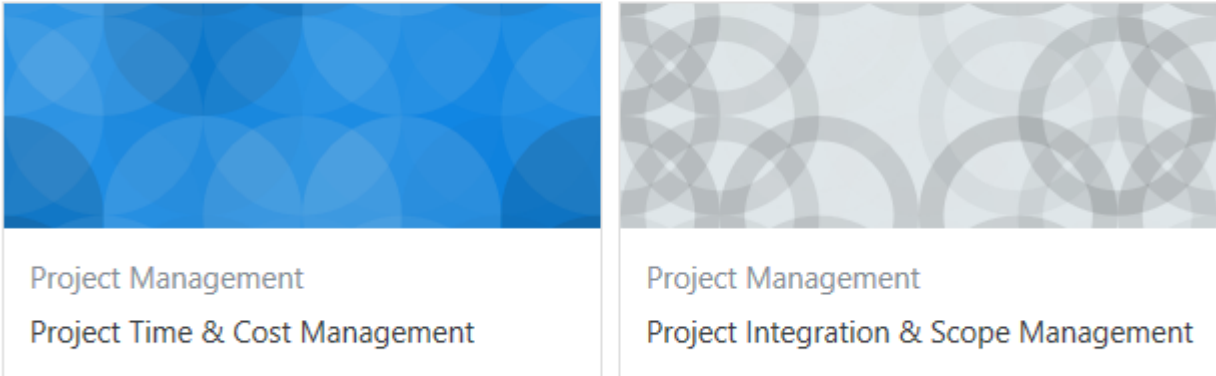
Go to Top right screen and click on drop down icon and then click Preferences - > Notification Preferences

Assignment	Online ?	Offline ?	Online ?	Offline ?
Assignment notifications	Off	Off	Off	Off
Feedback	Online	Offline	Online	Offline
Feedback notifications	Off	Off	On	On
Feedback reminder	Off	Off	On	On
Forum	Online	Offline	Online	Offline
Subscribed forum posts	Off	Off	On	On
Subscribed forum digests	Off	Off	On	On
Lesson	Online	Offline	Online	Offline

# Customize your course structure

---

Recently accessed courses



The image shows two course cards. The first card has a blue background with a pattern of overlapping circles and contains the text 'Project Management' and 'Project Time & Cost Management'. The second card has a grey background with a pattern of overlapping circles and contains the text 'Project Management' and 'Project Integration & Scope Management'.

Project Management Project Time & Cost Management	Project Management Project Integration & Scope Management
--	--

Click on any course like here in this example I would like to select Project Time & Cost Management Course

# Project Time & Cost Management



[Dashboard](#) / [My courses](#) / [2019 Fall-MG557-A](#)

## Edit course settings

Click on gear icon

# In Edit Course Settings

---



YOU CAN



EDIT COURSE  
SETTINGS



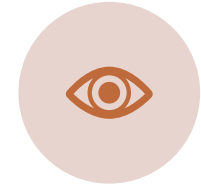
DESCRIPTION



COURSE  
IMAGE



COURSE  
FORMAT



APPEARANCE



FILES AND  
UPLOADS

# Edit Section

Welcome to Project Time and Cost Management Course 



THIS IS A INTRODUCTION SECTION



CLICK ON EDIT ICON ->EDIT SECTION

Summary of Welcome to Project Time and Cost Management Course

[Expand all](#)

General

Section name

Custom

Welcome to Project Time and Cost Mana

Summary

The screenshot shows a rich text editor interface. At the top, there is a toolbar with various icons for text formatting (bold, italic, underline, list, link, unlink, image, video, audio, link, unlink) and a help icon. Below the toolbar, the text "Cost Management: Four Primary Phases" is displayed above the diagram from the previous slide. The diagram consists of four colored boxes (blue, green, red, yellow) connected by arrows, representing the four primary phases of cost management.



# Announcement Section

THIS FEATURE PROVIDES AN EASY WAY TO COMMUNICATE WITH YOUR ENTIRE CLASS ON THE MOODLE PLATFORM

EDIT ANNOUNCEMENT DESCRIPTION AND ADD ANNOUNCEMENTS

## Announcements

General news and announcements

Add a new topic







## Announcements



General news and announcements

Add a new topic


Discussion	Started by	Last post ↓	Replies
☆ <a href="#">How to contact the Instructor</a>	 Aqeel Wahab Sid... 21 Mar 2020	 Aqeel Wahab Sid... 21 Mar 2020	0
☆ <a href="#">Final-Term Announcement</a>	 Aqeel Wahab Sid... 21 Mar 2020	 Aqeel Wahab Sid... 21 Mar 2020	0

# Introduction to Weeks or Resources

---

So far we have setup the basic settings for the course and now we assign different activities, documents to our weeks or resources.

To do that, you can edit week description and you can assign summary to it and you can assign Labels, File and URLs and Pages.

+ 1 January - 7 January 

Edit ▾

+ Add an activity or resource

To assign Labels, File and URLs and pages click on (Add an activity or resource)

# Labels

---

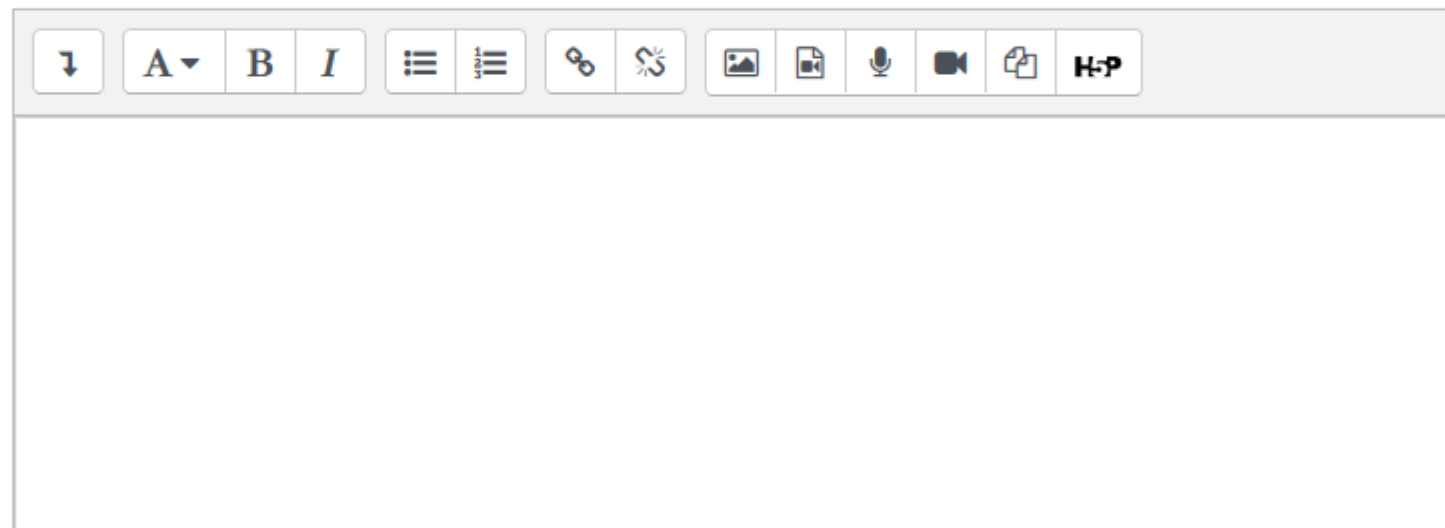
Labels allow you to add text, images, videos, or other multimedia to sections of your course.

✎ Adding a new Label to 1 January - 7 January?

▶ [Expand all](#)

## ▼ General

Label text



A screenshot of a rich text editor interface. The top part shows a toolbar with various icons for text formatting and media insertion. The icons include: a downward arrow, a font size selector (A with a dropdown arrow), bold (B), italic (I), bulleted list, numbered list, link, unlink, image, document, microphone, video, link icon, and a link icon with 'H-P' text. Below the toolbar is a large, empty white rectangular text area.

# File and URLs

Moodle allows you to upload and share files such as presentation, videos, images and HTML pages and more

## Add an activity or resource



The file module enables a teacher to provide a file as a course resource. Where possible, the file will be displayed within the course interface; otherwise students will be prompted to download it. The file may include supporting files, for example an HTML page may have embedded images.

Note that students need to have the appropriate software on their computers in order to open the file.

A file may be used

- To share presentations given in class
- To include a mini website as a course resource
- To provide draft files of software programs so students can edit and submit them for assessment

**Add** **Cancel**

# File and URLs

Moodle allows you to upload and share files such as presentation, videos, images and HTML pages and more

# Assignments

**Assignments in Moodle** allow you to collect and evaluate student work. Managing student work using an **Assignment** activity gives you these benefits: Paperless management of student work: The **Assignment** activity provides a convenient database of student submissions that you can organize and manage online.

In Assignment You can Set:

Assignment Name

Description

Additional Files

Availability of the Assignment

Submission types: Online or File Submission

Grade


To add assignment to any week, click on **Add an activity or resource**, In **Activity** section click **assignment** and than click **Add** button

# Quiz

Quizzes in Moodle are used to evaluate student understanding of material. Moodle quizzes are comprised of a Quiz activity that contains one or more questions from your course's Question bank.



Quiz is different than assignments in Moodle. Like In assignments we set parameters discussed in previous slide and upload assignment directly for students where they can access it and respond it as per announcement.


In Quiz first we set parameters and afterwards we click on add a new question as illustrated below:




Editing quiz: Quiz No. 1 

Questions: 0 | Quiz open (closes 23/03/20, 22:40) Maximum grade

Total of marks: 0.00

 Shuffle 

[Add](#) 

-  a new question
-  from question bank
-  a random question












# Questions Options

Moodle Questions options are rich in providing different types like Multimedia choice, True/False and many more.

## Choose a question type to add



QUESTIONS

-  Multiple choice
-  True/False
-  Matching
-  Short answer
-  Numerical
-  Essay
-  Calculated
-  Calculated multichoice
-  Calculated simple
-  Drag and drop into text
-  Drag and drop markers

Allows the selection of a single or multiple responses from a pre-defined list.

[Add](#) [Cancel](#)

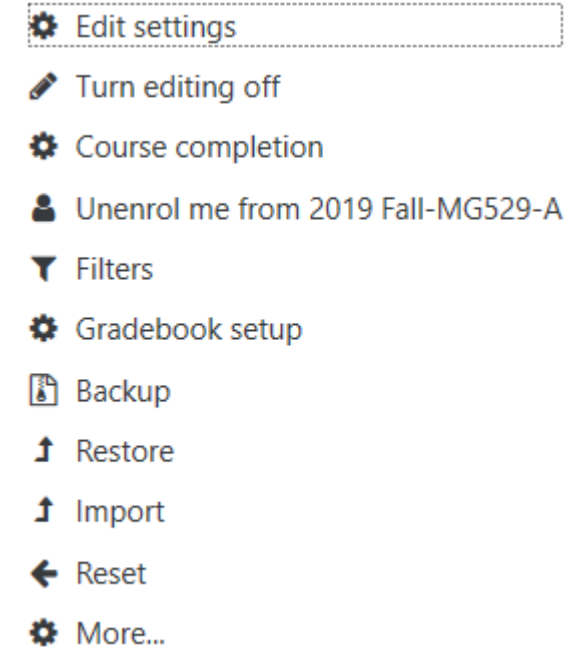













# Question bank

---

**Question bank** is the tool that creates, edits, stores and import/exports **questions**. There are two links that appear in the Settings block that link to the **question bank**. There are also several ways that link to the **question bank** tool when you are editing a quiz by a **question** link or edit icon

To go to question bank click on gear icon in Question section and than **more** gear

- 
-  Edit settings
  -  Turn editing off
  -  Course completion
  -  Unenrol me from 2019 Fall-MG529-A
  -  Filters
  -  Gradebook setup
  -  Backup
  -  Restore
  -  Import
  -  Reset
  -  More...

# Forums

The **forum** module is an activity where students and teachers can exchange ideas by posting comments. There are four basic **forum** types. **Forum** posts can be graded by the teacher or other students. A **forum** can contribute significantly to successful communication and community building in an online environment.



To Add forum under any week click on



Add an activity or resource



A form will appear select Forum and than click on Add button



Enter forum name and description and after setting it click on the save and return to course

# Forums

The **forum** module is an activity where students and teachers can exchange ideas by posting comments. There are four basic **forum** types. **Forum** posts can be graded by the teacher or other students. A **forum** can contribute significantly to successful communication and community building in an online environment.



Click on the forum name



Add new discussion topic button



Enter subject, Message



Click on Post to Forum button

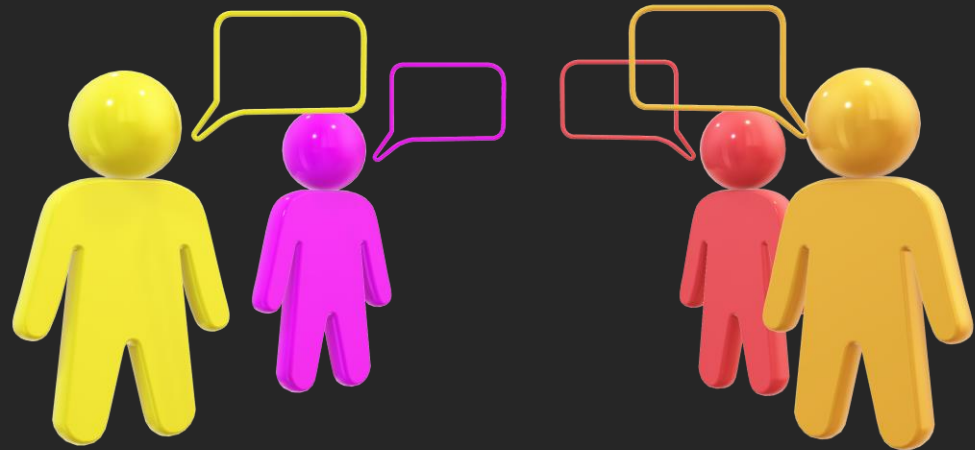
# Survey, Choice, and Feedback



In Moodle, there are three different activities that sound very similar. They are the survey, choice, and feedback activities. Utilize these different surveys on here as great ways to get feedback from your students as to how the class is going, what's working? What isn't working?



. I believe that these three options are the keys to a quality learning experience. Not only is it critical for the instructor to give students great feedback and for peers to give each other feedback, but it's also important for the instructor to receive feedback from the students. And you can do that using these tools.



# Chat

The **Chat** activity module participants to have a real-time synchronous discussion in a **Moodle** course.

Just testing the themes 😊

14:33  
Mary Cooch

I guess we only see the themes ourselves?

14:33  
Brian Franklin

Mary **said to Brian Franklin**: yes -they are for individual use only.

14:34  
Mary Cooch

Brian **said to Mary Cooch**: I am testing the compact theme 😊

14:35  
Brian Franklin

Mary **said to Brian Franklin**: I am trying out Bubble.

14:35  
Mary Cooch

Send Themes v