UCL Moodle Guides (for staff)

**UCL’s new Moodle**

A new UCL Moodle will be released for the upcoming 2018/19 academic year. Take a look at the [New Moodle Information](#) page to find out more.

**Digital signage for students and staff**

Promote Moodle and other related services with these Powerpoint slides for use on digital screens across campus.

- student e-learning digital signage-Sept 18.pptx
- staff e-learning digital signage-Sept 18.pptx

The Digital Education team provide a range of UCL specific Moodle guides here. You can also browse the official Moodle guides at [Moodle.org](http://Moodle.org). The [New Features](#) page lists all the latest functionality you can use with Moodle. If you are looking for information about other e-learning tools aside from Moodle and Turnitin please see the [UCL E-Learning website](http://UCL E-Learning website).

Please also have a look at the [E-learning Wiki](http://E-learning Wiki) for a whole range of more pedagogically focused e-learning articles.

**Contact** [servicedesk@ucl.ac.uk](mailto:servicedesk@ucl.ac.uk) if you can't find what you are looking for.

**Student E-Learning Help guides** are also available.

**Running an exam in Moodle?**

Please consult the [M12a - Moodle Quiz for online exams](#) guidance.
General Guides and Training

- Why use Moodle?
- Moodle FAQs
- Request a new Moodle course
- I have a Moodle course, what do I do next?
- Engaging students with online learning
- Using Moodle for online exams
- Induction for your students
- Can I put all my Assignments in a single Moodle space?

Guides grouped by function

>> Courses - how to set up your courses
- Navigation around Moodle
- Setting up your Moodle course
- Moodle course formats
- Moving elements around your course
- M01e - Best settings for navigable, usable Moodle courses
- Accessibility
- Calendar entries

Guides grouped by level

All Moodle spaces should meet the UCL E-Learning Baseline.

UCL Baseline level

These guides will help you meet the UCL E-Learning Baseline:
- Navigation around Moodle
- Setting up your Moodle course
- Moving elements around your course
- Adding text - Topic names, Labels and Pages
- Links, files and folders
- Reading lists
- Images
- Blocks
- Books
- Forums
- Lessons
- Profile
- Groups (if required)

Do consider also the Accessibility of your Moodle course(s).

>> UCL Baseline+

In addition to the Baseline, wholly online courses will need to reference:

Assessment in Moodle

- Collecting & Marking Assignments in Moodle
  - Moodle Assignments
  - Turnitin Assignments
- Moodle Workshop for peer assessment
- Moodle Quiz
  - Moodle Quizzes for online exams
- Gradebook
  - Transferri ng marks into Portico

>> Editing text and embedding content - how to use the text editor
- Add text to Moodle
- Add images to Moodle pages
- Add or embed video
- Embed Twitter and RSS feeds
- Embed media with multiple files, eg a website

>> Activities - how to involve students actively in their learning
Moodle at UCL

- Enrolment
- M01f - Course backup
- UCL Moodle course life cycle
- M14 - Test Accounts
- Groups and Groupings

- Activities
  - Overview
  - Forums
  - Assignments
  - Glossaries
  - Group choice
  - Blogs
  - Wikis
  - Books
  - Hot Question
  - Certificates
  - Turnitin
  - Questionnaire
  - Chat
  - Quizzes
  - Workshops
  - External Tool (LTI)
  - Scheduler
  - Scorm Repositories
  - Blackboard Collaborate
  - Database
  - Campus Pack
  - Attendance
  - Feedback
  - Lessons

- Activity completion and Conditional release
- Reports
- Induction for your students
- Assignments (Moodle Assignments or Turnitin)
- Questionnaires
- Embed Twitter and RSS feeds
- Embed video
- Glossaries
- Databases
- Blogs and Wikis
- Quizzes

>> Resources - how to add static materials to your course.

- M01c - Resource
- Add links, files and folders to Moodle pages
- Uploading multiple files using zip
- Reading Lists

>> Blocks - how to add extra items and information to the sides of your course page.
- Blocks
  Overview
  Organise blocks

>> Questions - how to create questions for use in quizzes and Moodle's lesson module
- Quizzes
- Processes for quizzes
- Question types
- Categories in depth
- Quiz settings in depth
- Importing quiz question
- Certainty Based Marking
- Working with quiz results
- M12a - Moodle Quiz for online exams

>> Course enrolment - how to give students access to your course.
  - Enable access with enrolments

>> Grouping users - how to put students into groups and why this is useful.
  - Groups and Groupings

>> Beyond the Baseline

To move beyond the baseline (and baseline+) you can consider the following:

Course design:
- Uploading multiple files using zip
- Copy items from one course to another
- Moodle course formats
- Embed media with multiple files, eg a website

Assessment:
- Gradebook
- Workshops

Interaction:
- Hot Question
- Chat

Progression:
- Badges
- Certificates

Administration:
- Scheduler
- Calendar entries
>> Grades - how to use the gradebook, scales and advanced grading methods.
   • Gradebook
   • Grader report

>> Tracking progress - how to control and display progress through a course.
   • Reports
   • Activity completion and Conditional release
   • Badges

>> Reusing activities - how to copy or recycle elements of your course.
   • Copy items from one course to another

>> Personalising Moodle
   • Personalise your Moodle

Recent updates

>> Show

- New Moodle (18-19): Known Issues
  about 8 hours ago • updated by Jon-Luc Holmes • view change

- M54 - Lightbox Gallery
  about 12 hours ago • updated by Dwaine McLean • view change

- M28 - Moodle Reports
  yesterday at 04:52 PM • updated by Dwaine McLean • view change

- M12a - Moodle Quiz for online exams
  yesterday at 03:26 PM • updated by Eliot Hoving • view change

- M09b - Turnitin Assignment
  yesterday at 09:54 AM • updated by Eliot Hoving • view change