How to use Moodle LMS

Moodle Learning Management System (LMS) for :

- Teachers
- Professor
- Students
- And More

Login to Moodle :

login with your username and password.
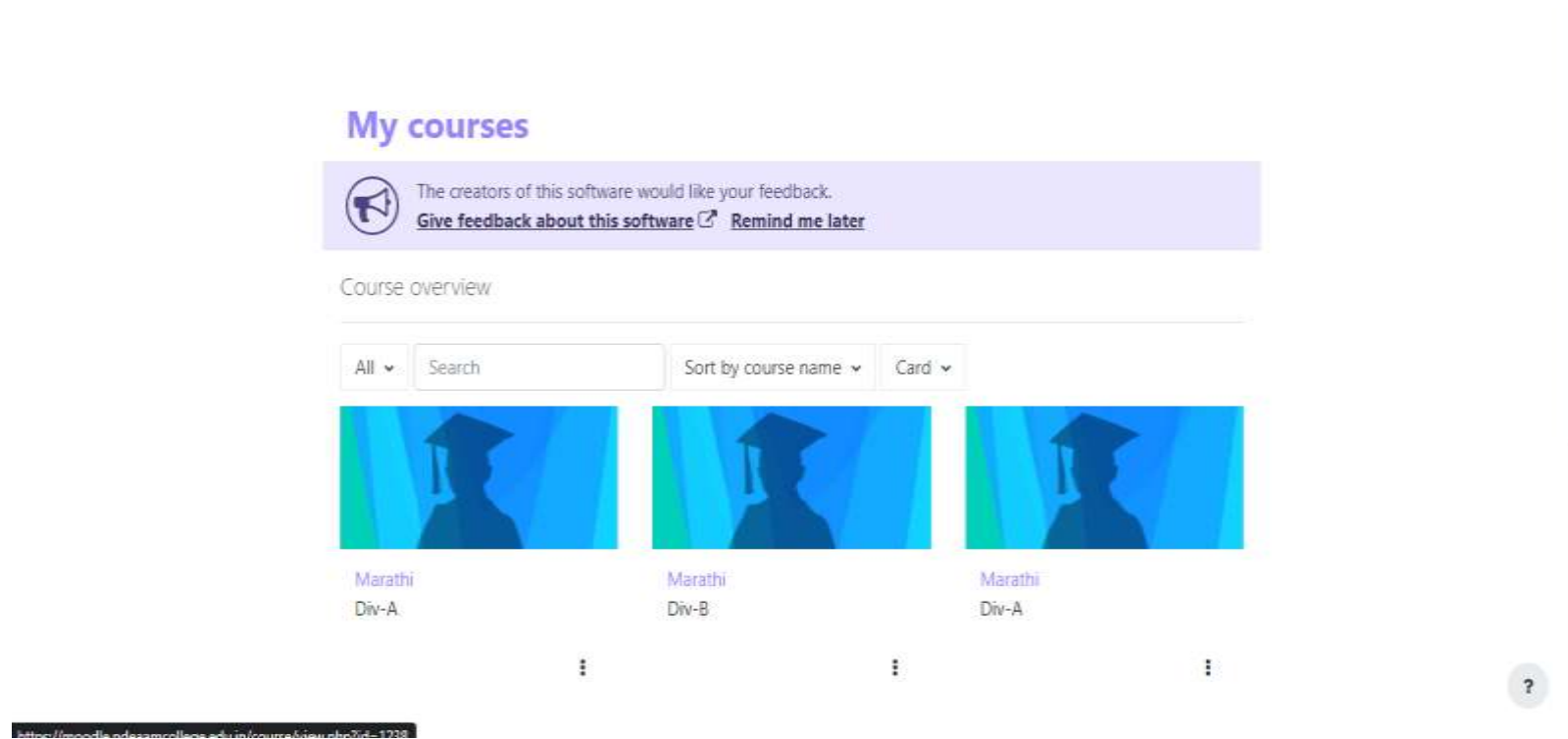username is your email ID
Password : Admin@123
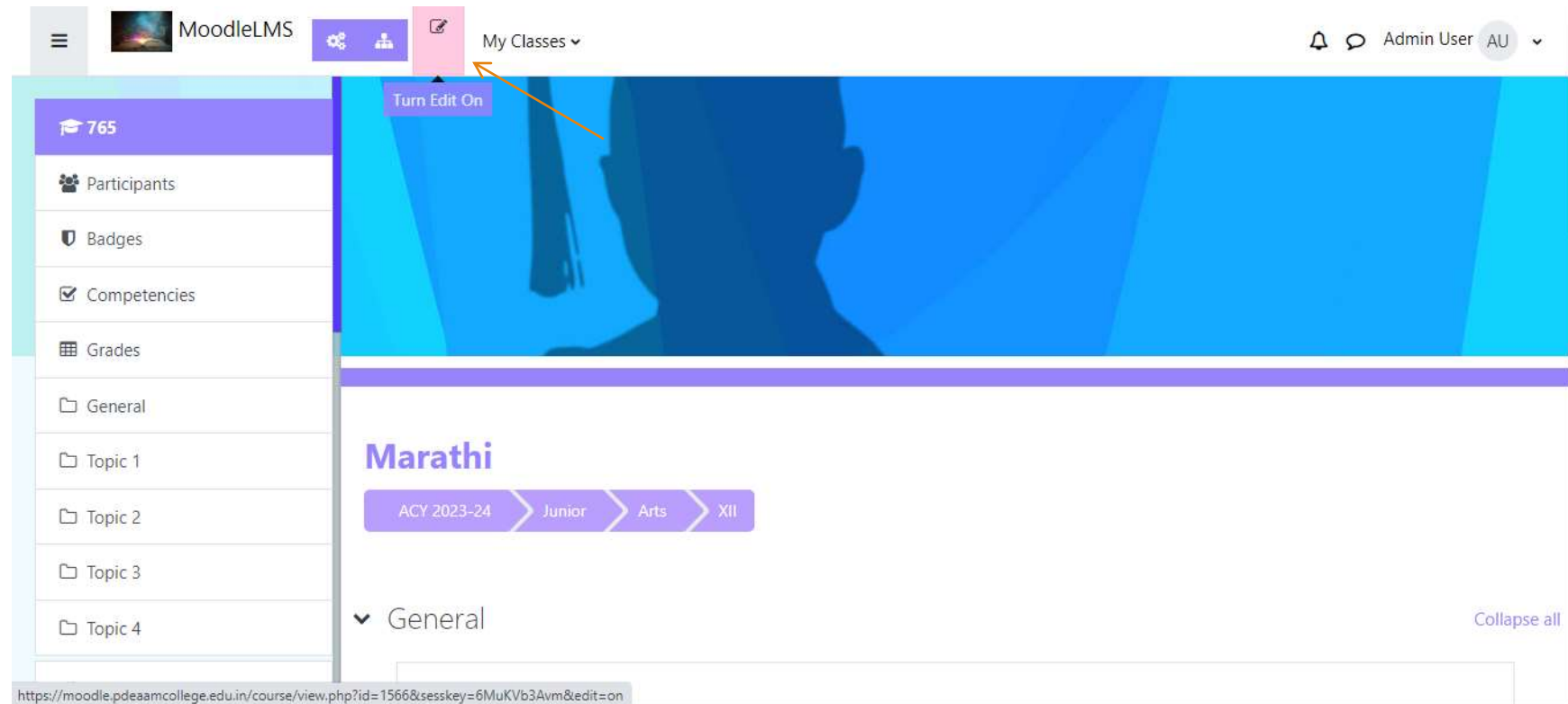
How to reach the course:

step 1: Select my courses :

step 2 : In that course you can see subjects as shown in below image.

step 1 : select subject then to add content turn editing on

step 2 : You can Rename topics according to you.In this topic you can add an activity or resource

step 3: To add assignments click on assignment as shown in below image
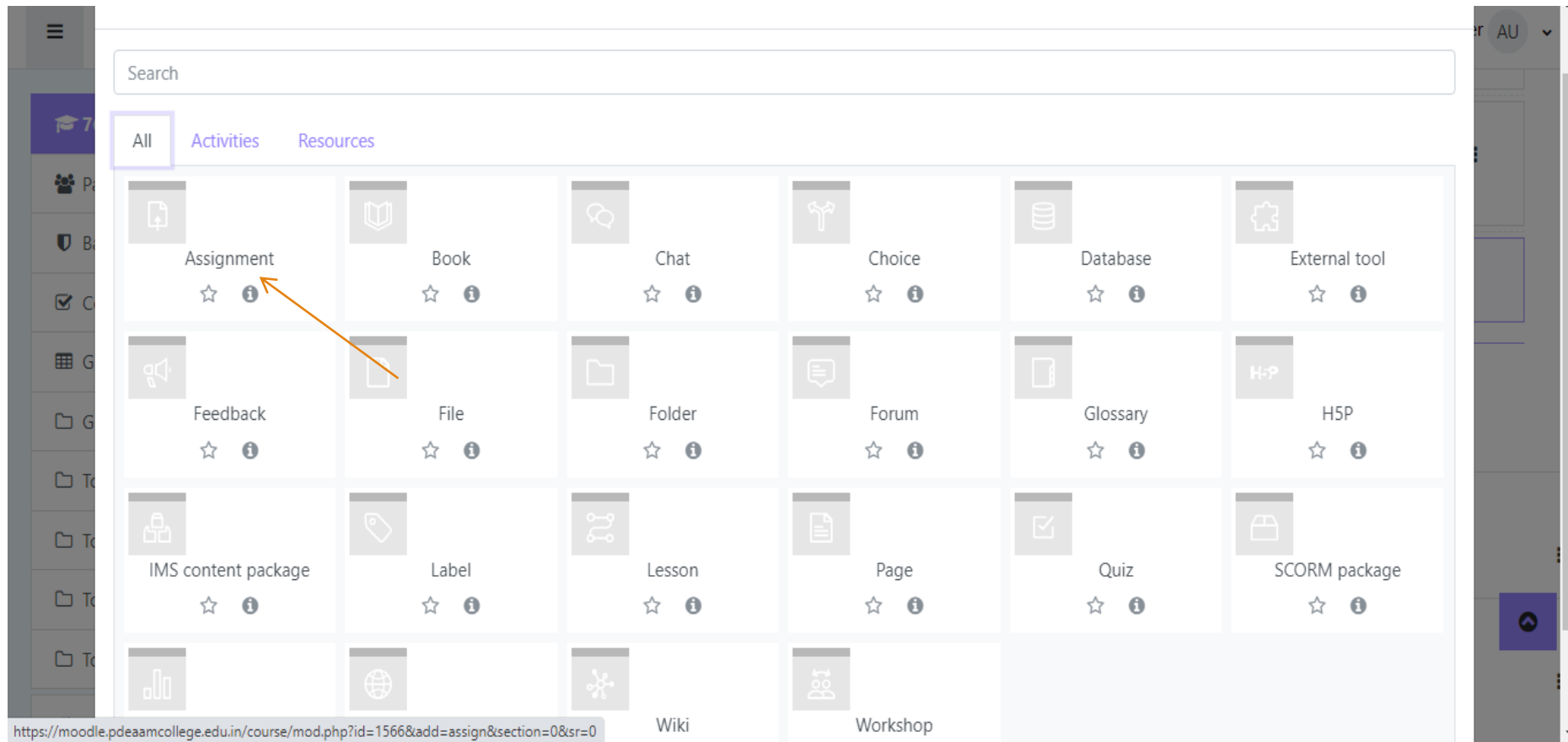
step 4: Add assignment name and description

Step 5 : you can add Activity instructions,Additional files.

step 6: select Availability in that you can set submission start - due date , reminder to grade

Step 7: set Submission types,Feedback types

Step 8:Set submission settings

➢ set if Require students to click the submit button
➢ set if Require that students accept the submission statement
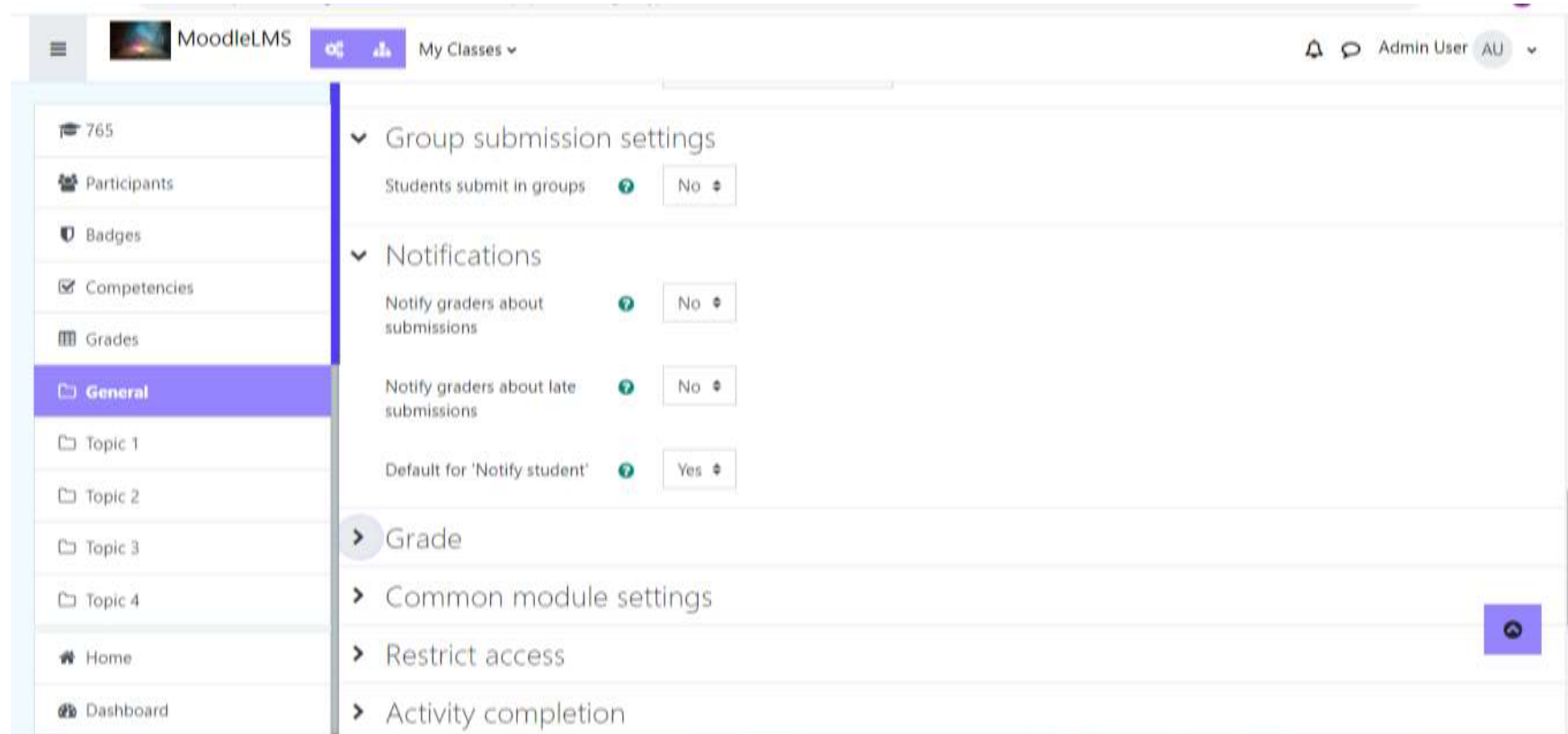➢ set Additional attempts

☑ Competencies	**Submission settings**
⊞ Grades	Require students to click the ❓ submit button — No ⇕
🗀 **General**	
🗀 Topic 1	Require that students accept ❓ the submission statement — No ⇕
🗀 Topic 2	
🗀 Topic 3	Additional attempts ❓ Never ⇕
🗀 Topic 4	> Group submission settings
🏠 Home	˅ Notifications
🎛 Dashboard	Notify graders about ❓ submissions — No ⇕

Step 9: Set Group submission setting and notifications.

In notification you can set if you want to Notify graders about submissions,Notify graders about late submissions or you can set Default for 'Notify student'
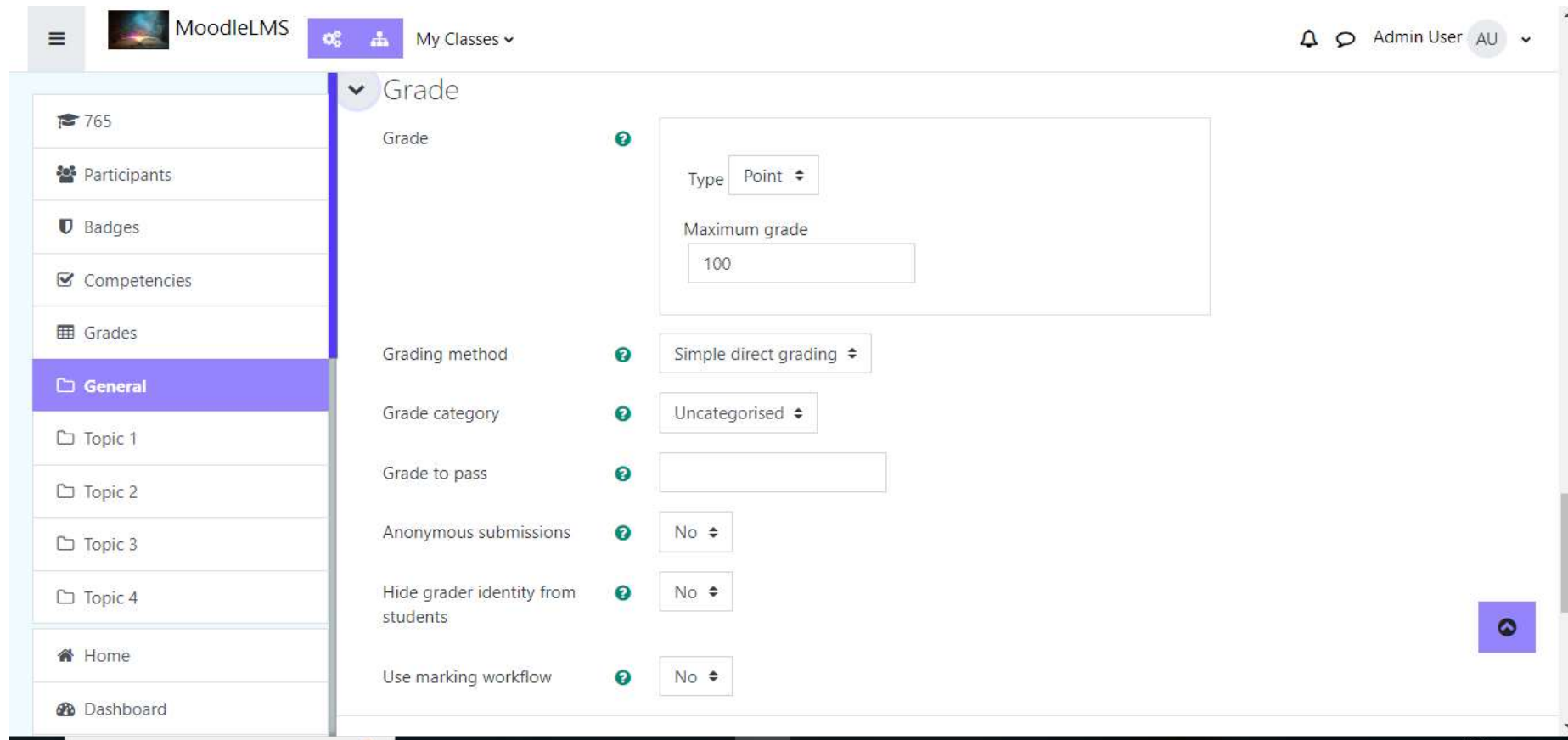
step 10: set grade

In that you can set Grade,Grading method,Grade category,Grade to pass,Anonymous submissions,Hide grader identity from students,Use marking workflow.
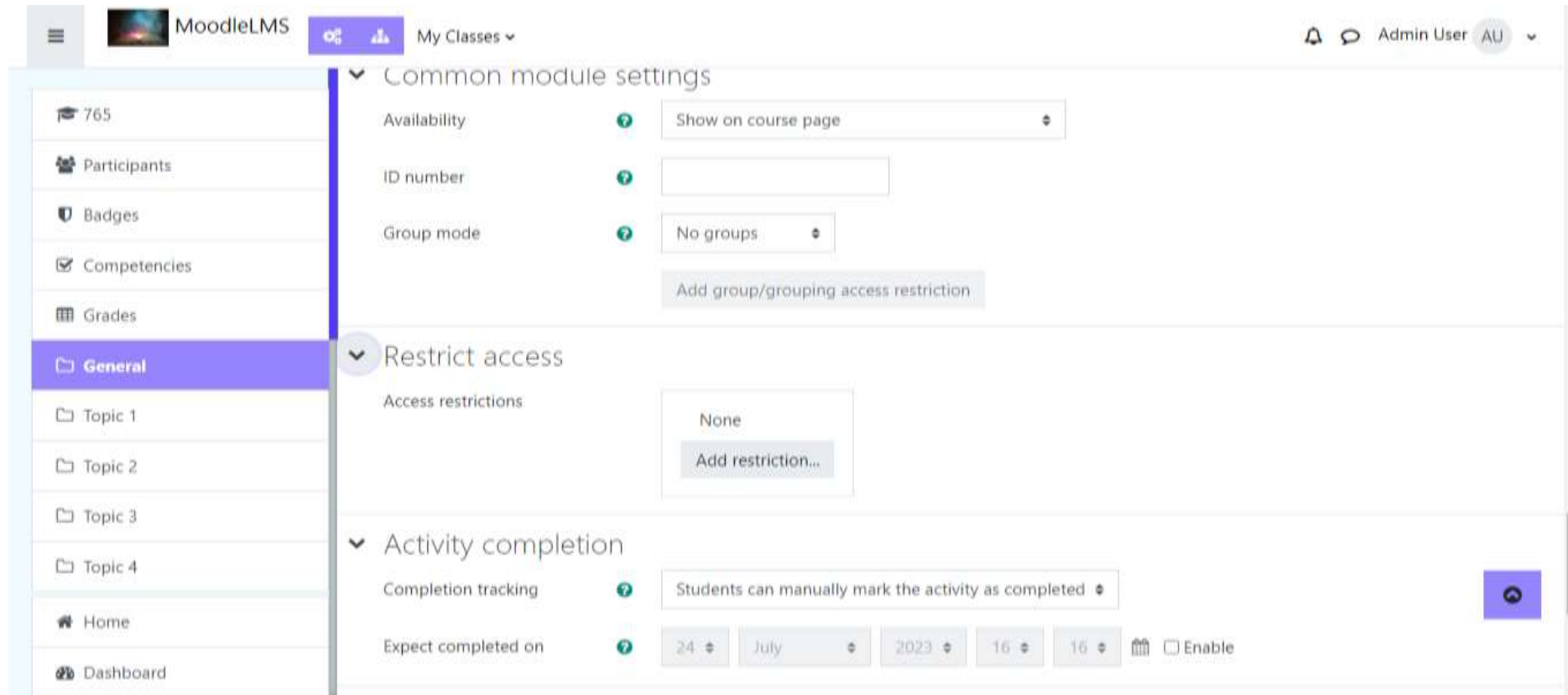
Step 11: Set common module settings,restrict access,Activity Completion .

Step 12: set Tag,competencies and then after filling all the required details click on save button.

How to add file :
Step 1: turn editing on then go to Add an activity or resource then click on file.
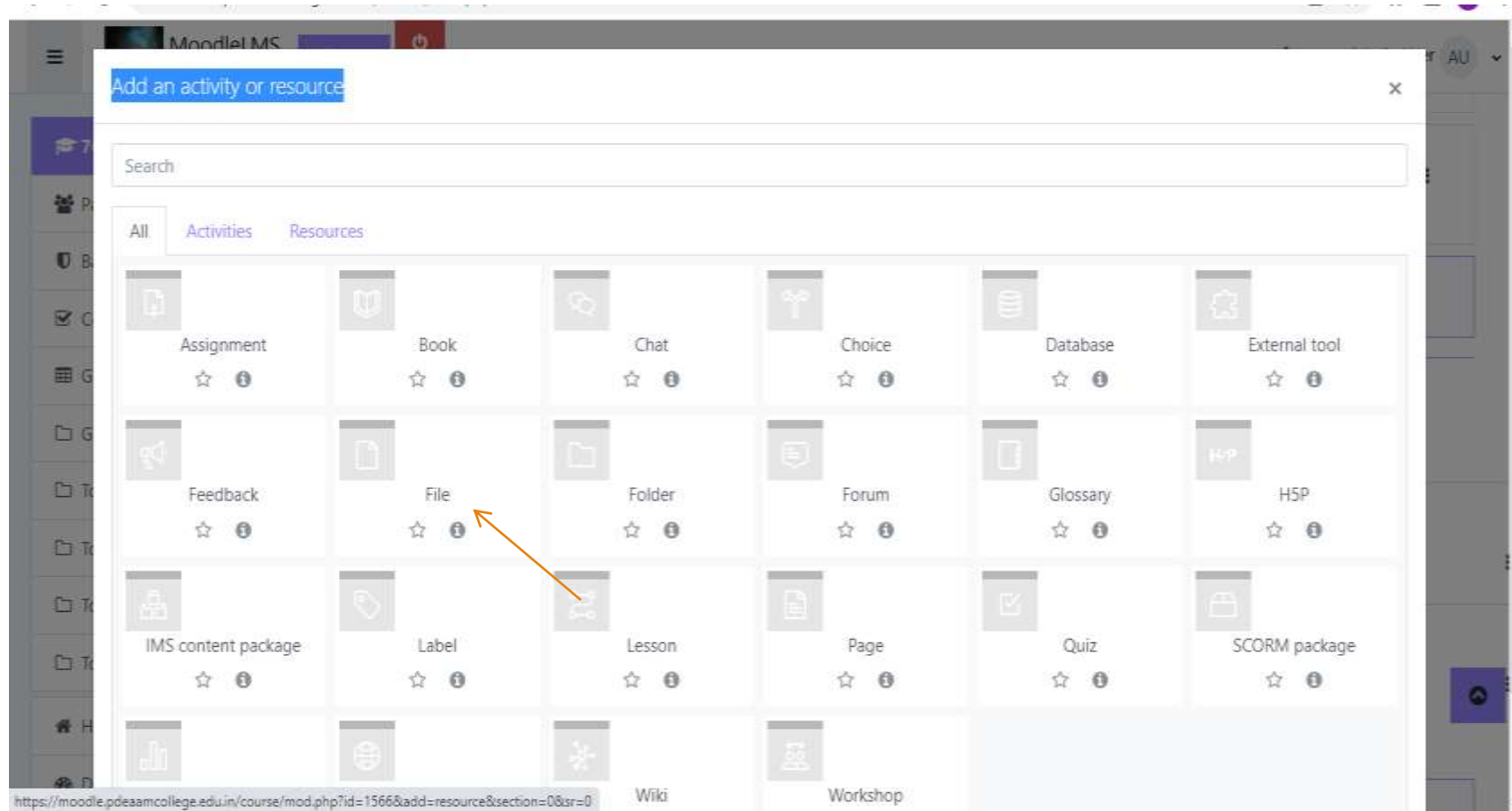
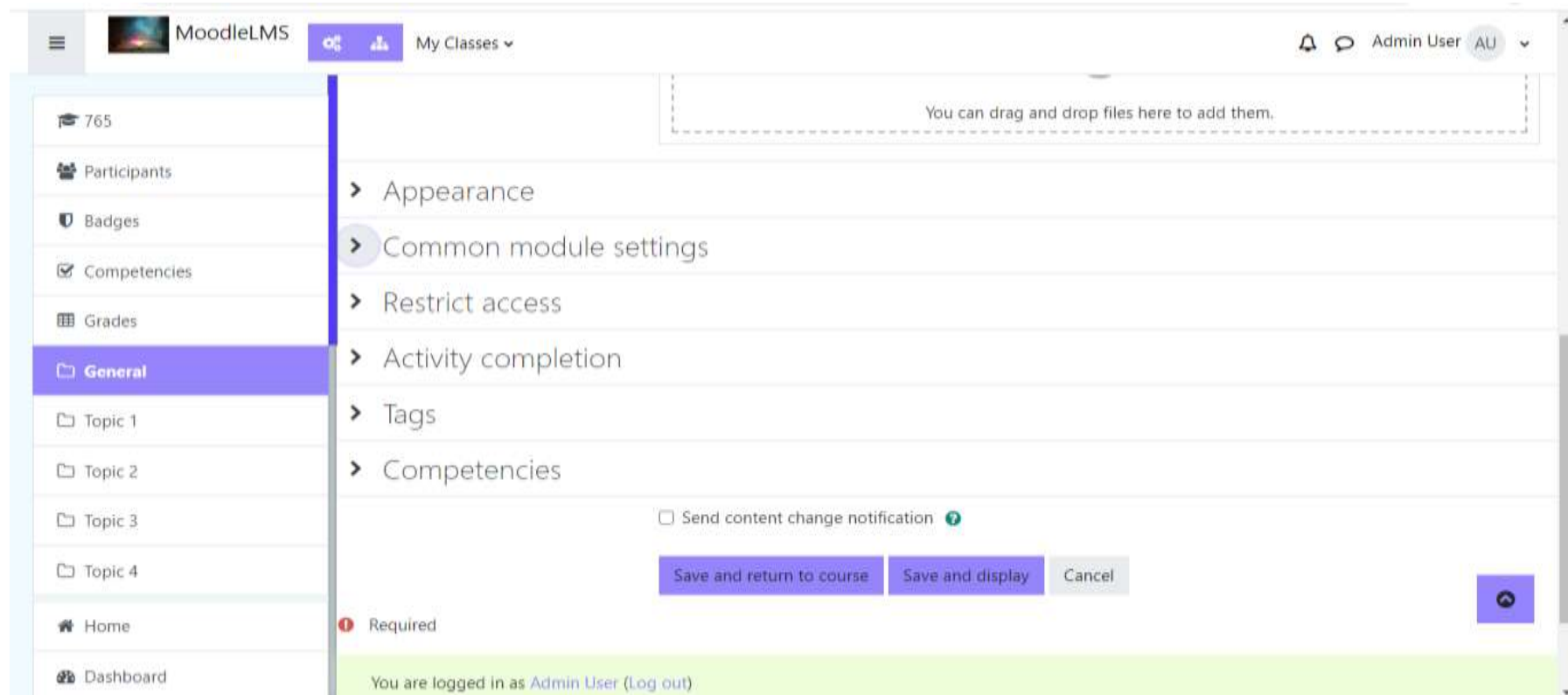# step 2: Give file name and upload file.

Step 3:set Appearance,common module settings,restrict access,Activity Completion,Tag,competencies then click on save .

To set quiz :

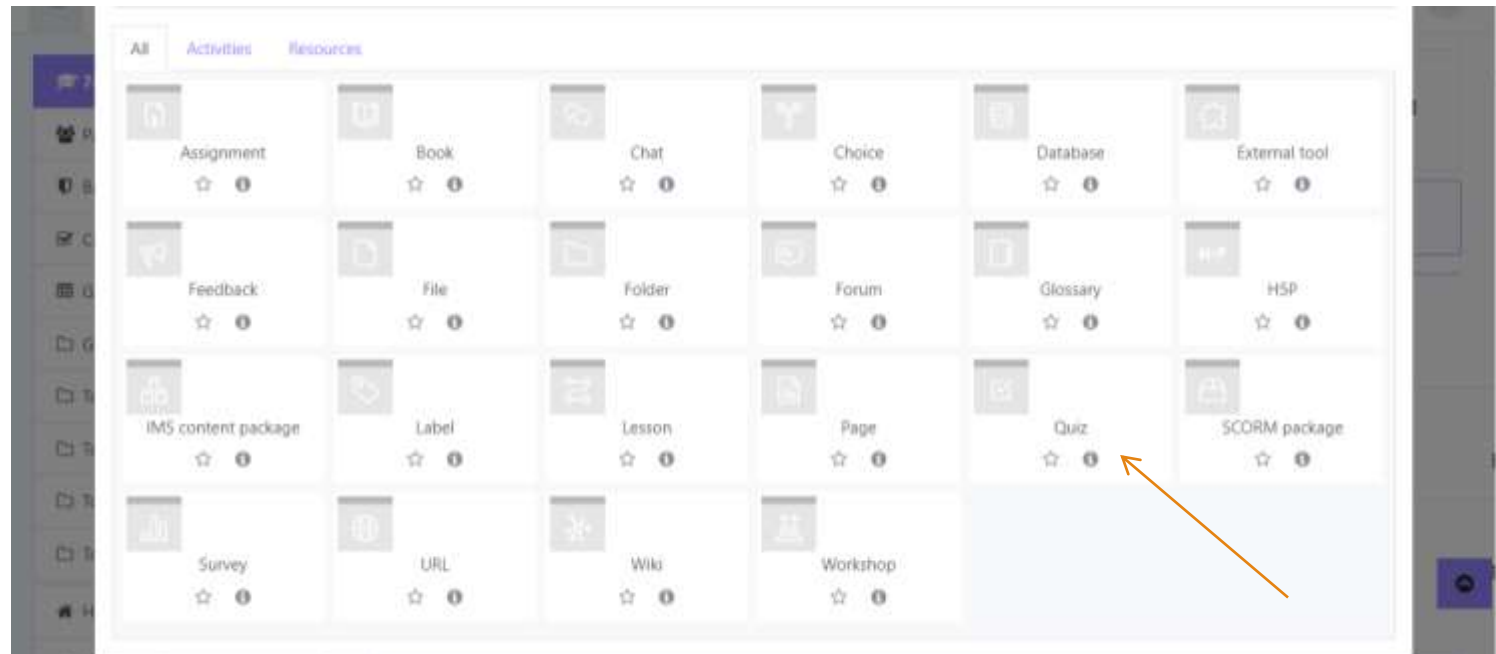step 1: select subject then turn editing on and select Add an activity or resource then click on quiz

step 2: set quiz name description.
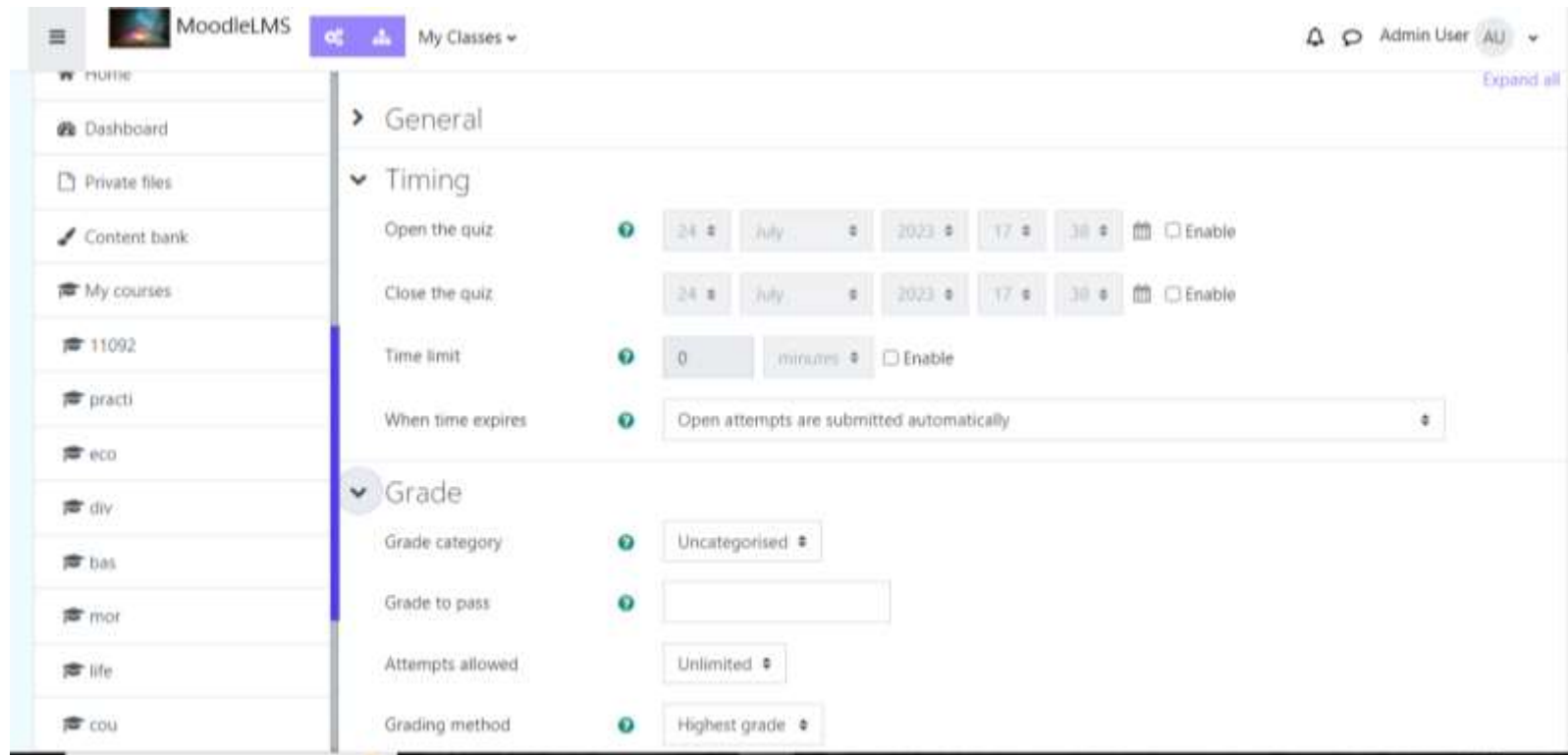
step 3: set timing and grade

step 4:set layout,question behaviour,review options.

step 5 : set appearance,safe exam browser,extra restrictions attempts

step 6: set overall feedback,common module settings , restrict access,activity completion,tags,compentencies and then click on save and return to course button.

Thank You !!!