

Information Technology Department

Moodle student Guide

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What is Moodle?

Moodle is an open-source Learning Management System (LMS) used by schools and universities to create effective e-learning courses/programs.

How Moodle will be used at AUT?

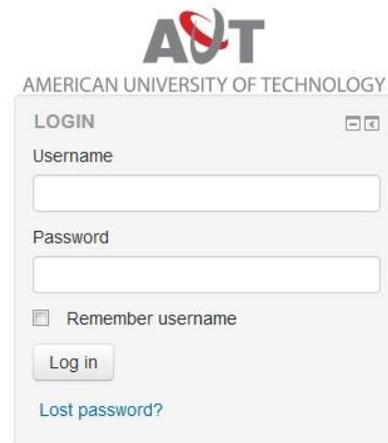
Moodle is the official Learning Management System at the American University of Technology (AUT). Students will continue attending classes normally and Moodle will be used as a complement to their classes. AUT students will have access to the course resources online such as (syllabus and lectures) and interact through the course activities such as (assignments and discussion forums).

How to login to Moodle?

- Go to <http://elearning.aut.edu>
- Login using the following credentials:
 - Username: student ID (ex.: 20150001)
 - Password: changeme

Note: You will be asked to change your password after your first successful login
Please remember your password since you are going to use it frequently every time you want to access your Moodle courses.

Also make sure to logout from your Moodle account before leaving the computer once you are done especially if you are working from a public computer.



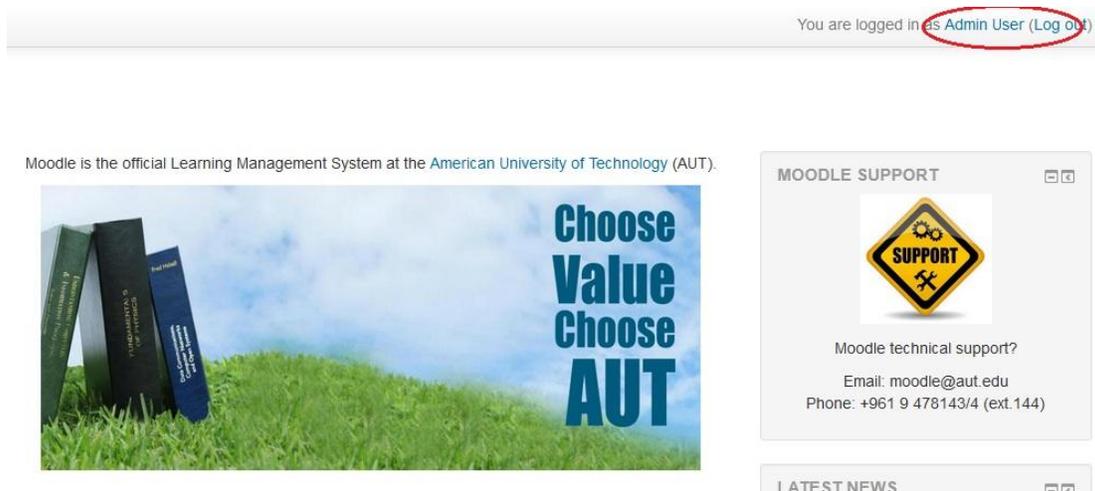
How to add my AUT Moodle courses?

No need to search for your registered course to add it. You will be added automatically to your registered courses. Once you login to Moodle, You will see your course/s under your "My courses".

How do I edit my Moodle profile?

All Moodle users have an editable profile where you can upload a photo and add additional details about yourself. As well as information displayed to other Moodle users, your profile includes a number of settings that affect how Moodle functions and how it is displayed to you.

You can access your Moodle profile by clicking on your name after you login. Your name is usually visible at the top right corner of the page.



You are logged in as **Admin User** (Log out)

Moodle is the official Learning Management System at the American University of Technology (AUT).

Choose Value Choose AUT

MOODLE SUPPORT

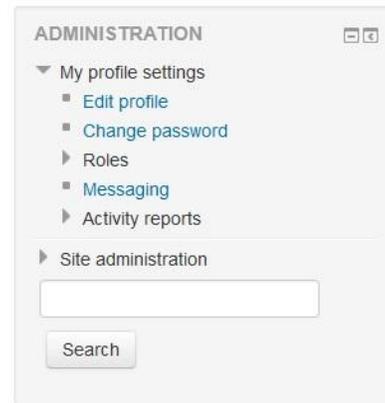
Moodle technical support?
Email: moodle@aut.edu
Phone: +961 9 478143/4 (ext.144)

LATEST NEWS

Under the Administration block on the left hand side, click on *Edit profile*.

Edit the fields you wish to change. Include a picture by dragging it into the New picture field. You can list your interests as tags, which will link to other staff and students who have chosen the same tag.

When you are done, click *Update profile* at the bottom of the page.



How should I behave in a forum?

Forums are useful places for receiving information, discussing topics with your colleagues and for asking questions relating to your course.

Discussion forum

Please post your messages here

Add a new discussion topic

Discussion	Started by	Replies
discussion test	 Nisrine Dirani	1

You might be asked by your course instructor to post a message as a reflection on a topic or reply to a post. All what you need to do is to click on Add a new discussion topic, type your subject and message and post to forum. As with any form of communication, written, spoken or otherwise, it is important that you show respect to those you are conversing with. Also remember that it is more difficult to 'take something back' in written communication.

Contributions are in the public domain and 'committed to posterity'. Moodle forum posts will not be made available outside the institution however. So you should not flinch from being honest, controversial and passionate, but keep your comments on topic and avoid making personal remarks.

How do I submit an assignment on Moodle?

Assignment is an individual activity where you are asked to submit a file as homework. Your file can be a word document, Excel, PDF, PowerPoint or a video file.

Moodle assignment has start date and due date. As a student you have to respect the due date of the assignment since you are not able to submit your file when the assignment closes.

Submission status

Submission status	No attempt
Grading status	Not graded
Due date	Tuesday, 24 February 2015, 12:00 AM
Time remaining	6 days 1 hour

Add submission

Make changes to your submission

To upload your file, click on Add submission button, browse for your file and then submit it to your instructor.

The exact steps for submitting an assignment depend on the settings chosen by your instructor. For file submissions, either drag and drop your file(s) into the File submissions field, or browse for the file to upload by clicking on *Add...* in the left top corner. Finally, click *Save changes* to confirm.

For text only submissions, click *Add submission* and type into the Online text box. Save changes.

You may edit your submission until the due date.

You may be able to read, edit and resubmit your assignment type depending on the settings your instructor has chosen.

If your instructor is providing feedback and grades through Moodle you be able to see this by clicking on the assignment once it has been marked.

How to get Moodle technical support?

Email: moodle@aut.edu

Phone: +961 9 478143/4 (ext. 144)