Getting Started with Moodle:

a student guide

FIJI NATIONAL UNIVERSITY

2021

This is part of a series of good practice guides to prepare you for technology enhanced learning and teaching at FNU and beyond. As more good practice guides become available, you will be notified by **adfel@fnu.ac.fj** or **cfel@fnu.ac.fj**.

Cover image by pixabay.com

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What is Moodle?

Moodle is FNU's learning management system. Moodle stands for **M**odular **O**bject **O**riented **D**ynamic **L**earning **E**nvironment. Don't worry about what Moodle stands for. Just know that it is an environment specially created for educators and learners like you to engage with your course in a technologically meaningful way beyond the classroom. It is a popular learning management system in educational institutions worldwide.

We are proud to offer this online learning space to you and we trust you will take full advantage of what's available in Moodle. All you need is a computer connected to the internet.
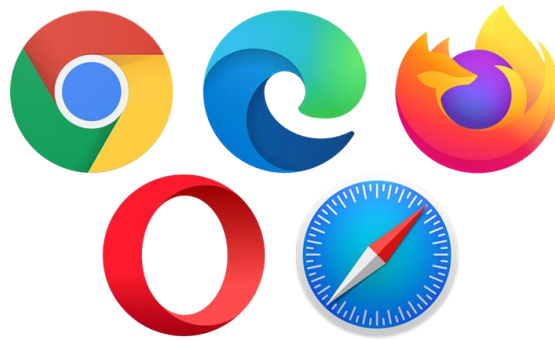
Most FNU courses have a Moodle course page. When you enrol and you access Moodle, you will see your courses listed. Moodle course pages offer lecture notes, presentations, and a forum for course announcements from your lecturer. Other course pages also offer quizzes to test your knowledge, discussion forums, chat sessions, and other useful resources to support your learning.

Ready to explore Moodle? In the next sections, we'll guide you through the first steps…

What do I need to access Moodle?

To access Moodle, you need a computer connected to the internet. The computer you use must have a web browser such as Firefox or Google Chrome. Web browsers are software that enables you to access the World Wide Web. On a computer they are icons that look like this:
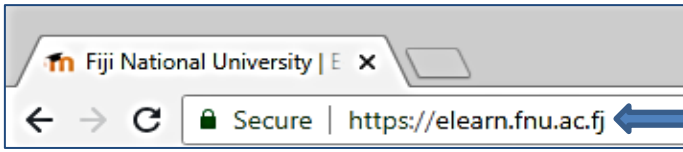

If you don't have a computer with internet access at home or at work, you can access Moodle at your local FNU Campus. You should be given a username and password to log in to Moodle if you are properly enrolled as an FNU student. If you have not received this yet, please contact the ICT staff at your local FNU Campus.

You can also access Moodle at FNU through a smart device such as a mobile phone, tablet, or laptop with an internet connection.
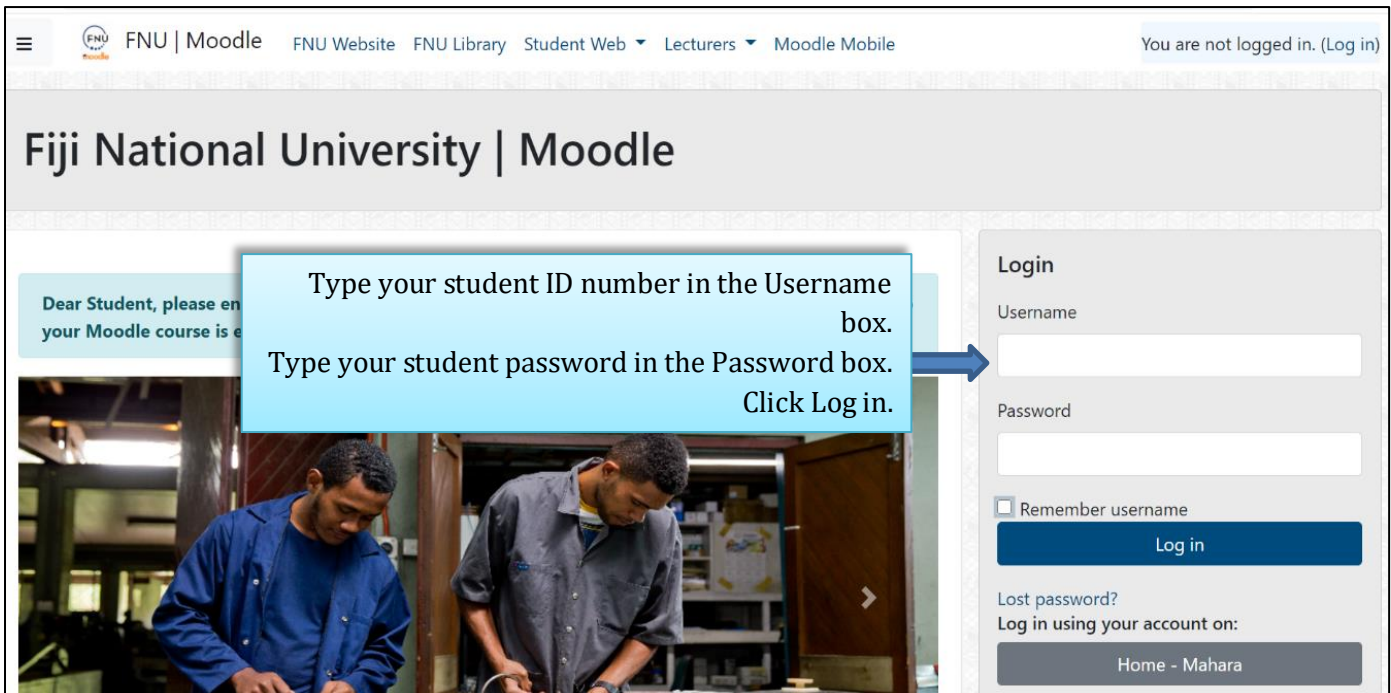
How do I log in to Moodle?

1

Fiji National University | E ✕

← → C 🔒 Secure | https://elearn.fnu.ac.fj

Type: **http://elearn.fnu.ac.fj** in your browser. Press Enter.
You will come to the Moodle login page.

2

≡ FNU | Moodle   FNU Website   FNU Library   Student Web ▾   Lecturers ▾   Moodle Mobile   You are not logged in. (Log in)
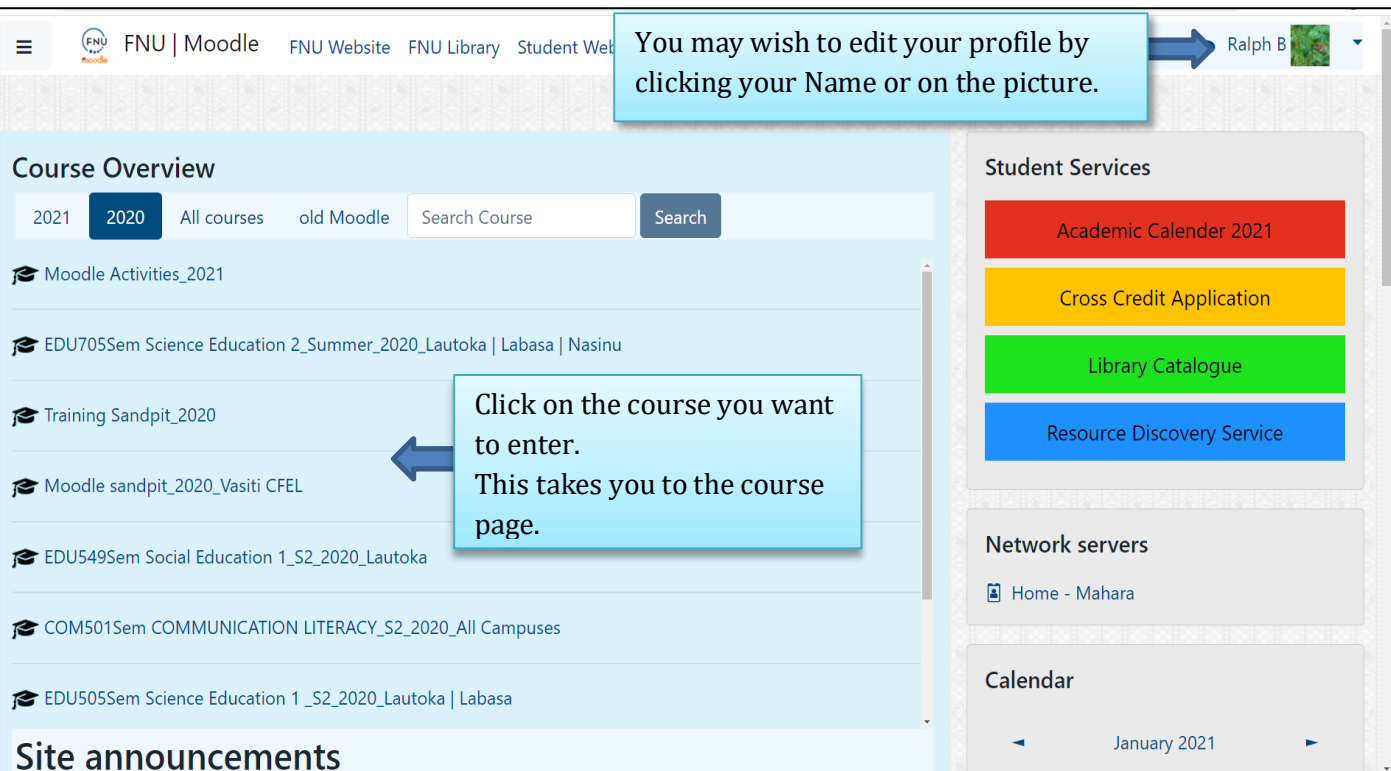
Fiji National University | Moodle

Dear Student, please en...
your Moodle course is e...

Type your student ID number in the Username box.
Type your student password in the Password box.
Click Log in.

Login

Username

Password

☐ Remember username

Log in

Lost password?
Log in using your account on:

Home - Mahara

3

≡ FNU | Moodle   FNU Website   FNU Library   Student Web

You may wish to edit your profile by clicking your Name or on the picture.

Ralph B ▾

Course Overview

2021   2020   All courses   old Moodle   [Search Course]   Search

📚 Moodle Activities_2021

📚 EDU705Sem Science Education 2_Summer_2020_Lautoka | Labasa | Nasinu

📚 Training Sandpit_2020

Click on the course you want to enter.
This takes you to the course page.

📚 Moodle sandpit_2020_Vasiti CFEL

📚 EDU549Sem Social Education 1_S2_2020_Lautoka

📚 COM501Sem COMMUNICATION LITERACY_S2_2020_All Campuses

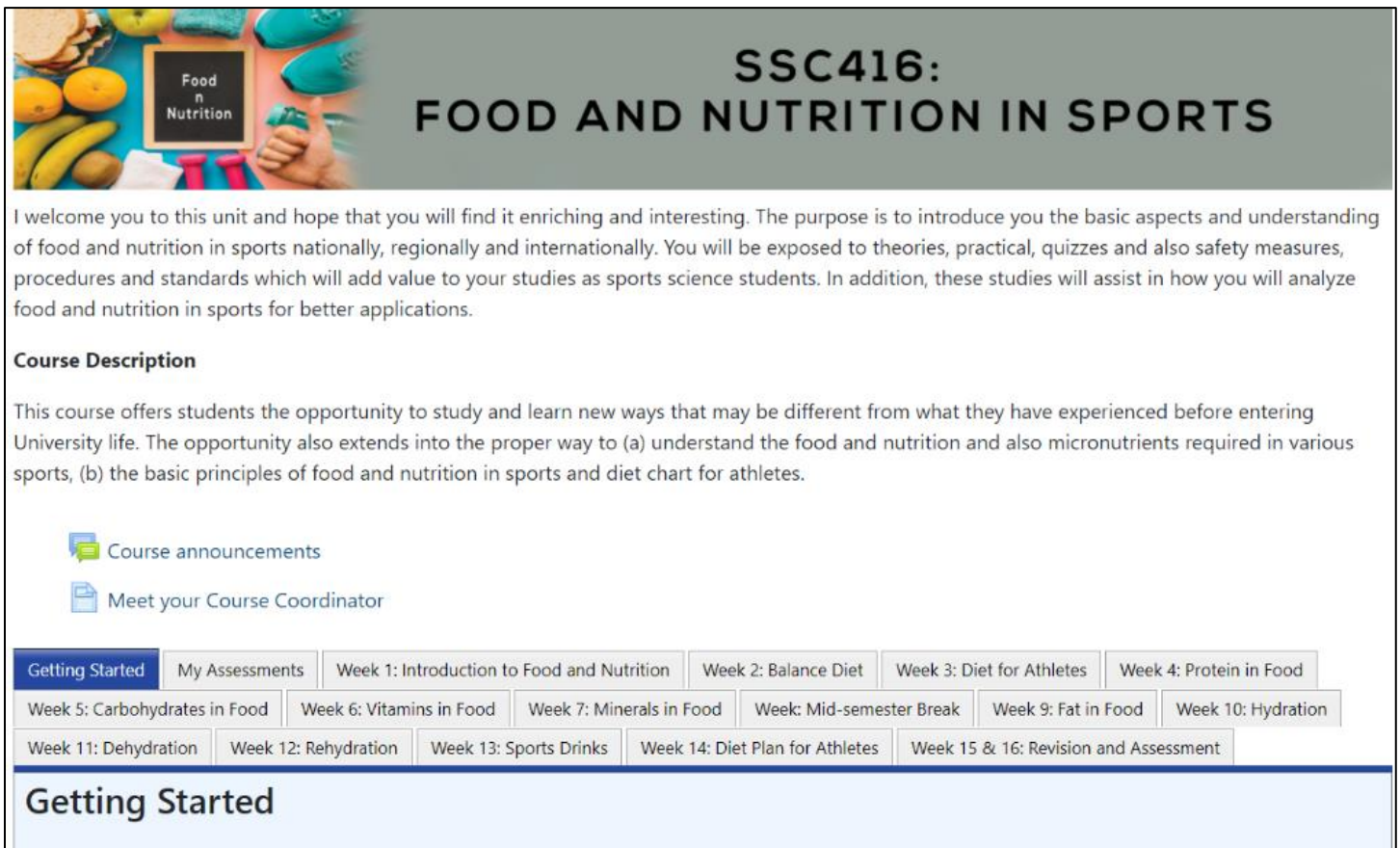📚 EDU505Sem Science Education 1 _S2_2020_Lautoka | Labasa

Site announcements

Student Services

Academic Calender 2021

Cross Credit Application

Library Catalogue

Resource Discovery Service

Network servers

📄 Home - Mahara

Calendar

◄   January 2021   ►

Exploring my Moodle course page

Your main course page may look like this ^.
It may consist of a welcome message followed by the course content.
The content may be arranged in weekly or topic format.

^*Please note that some page colours and images may change from time to time but the main Moodle layout for your content and Moodle tools remain the same.*

Engaging with Moodle

What makes a successful online learner? Have a look at some tips for learning online.

Show up!

As an online learner, you get to choose *when* to do which online activities. It is *your* responsibility to 'show up' in your online learning space.

Participate

To get the most of Moodle, make your 'voice' heard: ask questions and share your ideas with others.

In Moodle, you and your lecturer can use forums, chats and email to discuss ideas, ask or answer questions, learn from other learners' perspectives, debate issues, give feedback, or work in a group to present an assignment.

Online interaction is mostly through reading and writing. Having to write down ideas or questions will make you a better learner; it clarifies thinking and deepens understanding. Strengthening these skills will better prepare you for the workplace of tomorrow.

Netiquette

As an online learner, you need to follow some rules for communicating online. This is called netiquette. Here are some rules to start with:

- Introduce yourself in a meaningful way.
- Post your messages in appropriate sections.
- Be careful with jokes. Without your voice and body language, it is easy for people to misinterpret.
- Be critical of ideas but not of people.
- Cite appropriate references. Plagiarism is an offence. If you are not sure how to cite references, please contact your FNU library.

Online interaction works best when it happens in a trusting environment. You can help create such an environment!

Some basic Moodle tools

Now that you have some tips for learning online, look at some basic Moodle tools: forum and assignment.

Forum

A forum is a place where you can post messages so that your whole class can read them. There are forums where you can only read and not post messages, for example, the News forum where your lecturer posts important announcements about the course.

Generally, you can also read and reply to messages posted by others. Forums may be placed in various parts of the course page depending on your course. Forums are useful for you to share your ideas about a topic with other students in your course. Participation is key here if you would like an enriching experience in Moodle!

When you click on a forum link in your course, you may see the following:

Forum: Week 1 Q & A

Got a question about the Week 1 lecture? Post them here.

Add a new discussion topic ← Start a discussion by selecting this.

When you click 'Add a new discussion topic', you will see the following:

When you click on the 'Advanced' link, the page above will expand to include the following:

Once messages are posted to a forum, they appear like this:

Your post was successfully added.

You have 30 mins to edit it if you want to make any changes.

Edit or delete your message within 30 minutes of posting or reply.

Forum: Week 1 Q & A

Got a question about the Week 1 lecture? Post them here.

Add a new discussion topic

Discussion	Started by	Last post ↓	Replies	Subscribe
☆ Week 1 Lecture Question	Ralph B 22 Jan 2021	Ralph B 22 Jan 2021	0	⬤ ⋮

Click on a topic.

Subscription option.

A discussion message looks like this.

Forum: Week 1 Q & A
Week 1 Lecture Question

⚙ Settings ▼

◄ Food and Nutrition in Sports

Display replies in nested form ⬍

Week 1 Lecture Question
by Ralph B - Friday, 22 January 2021, 10:22 AM

Can you please provide an example for points 3 & 4 regarding Food & Nutrition in Sports?

Permalink   Edit   Delete   Reply

To reply to another student's forum post, click on the reply link below their post.

Assignment

Assignments are a vital part of any course. They allow you to demonstrate what you have learnt in your course and are used to assess your progress. At FNU you will come across many different types of assignments.

Moodle allows you to keep track of assignments in your course so that you can see what you have completed and what is left for you to do. Your lecturer can provide feedback for the assignments that you submit in Moodle. By using Moodle to keep track of your assignments, you can reduce the chance of falling behind in your course work.

In Moodle, your lecturer may require you to submit your assignment in the following ways:

1. Uploading assignments by writing and submitting inside Moodle. Moodle will provide you with a text input area to write your assignment and then submit it once completed.

Or

2. Uploading assignment files that you have created offline (outside Moodle). You will need to have these files saved on your computer or external device.

It is possible for you to submit drafts of your assignments before submitting your final version. This depends on whether your lecturer enables this is Moodle.

Please refer to the Turnitin Student Guide for further instructions on assignment submission if your lecturer has enabled Turnitin in your course.

When you click on an assignment link in your course, you will see the following:

Assignment 1

Upload Assignment 1 to this dropbox.

Assignment requirements.

Submission status

Submission status	No attempt
Grading status	Not graded
Due date	Sunday, 11 July 2021, 12:00 AM
Time remaining	169 days 13 hours
Last modified	-
Submission comments	▸ Comments (0)

Assignment status.

Upload your assignment by selecting this.

Add submission

You have not made a submission yet.

Assignment 1

Upload Assignment 1 to this dropbox.

File submissions

Maximum file size: 50MB, maximum number of files: 5

▪ Files

Upload assignment here.

You can drag and drop files here to add them.

Select this to complete assignment submission.

Save changes **Cancel**

Forum and Assignment are two common tools in Moodle. There are many more tools available in Moodle and these will differ from course to course.

Where do I get more Moodle help?

You may experience various issues when using Moodle; from not being able to log in, to using Moodle tools. The first point of contact should be your local FNU Campus ICT Helpdesk.

You can also email: **icthelpdesk@fnu.ac.fj** *or* **lt-cfel@fnu.ac.fj**

Additional resources

As more good practice guides become available, you will be notified by **adfel@fnu.ac.fj** or **cfel@fnu.ac.fj**.