

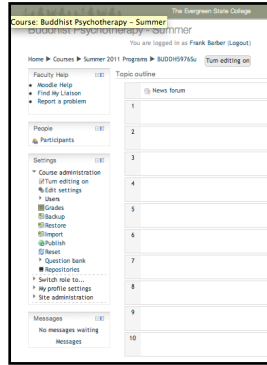


MoOdLE

Start Here!

CLiCK

Turn editing on

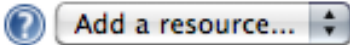


How do I get to my site?

my.evergreen.edu

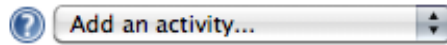
you'll find all your Moodle sites listed on the right-hand side. They're automatically created for each program and course.

Once editing is turned on, build up your **Course Outline** in the Moodle site ...



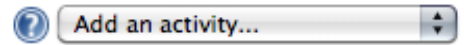
Syllabus & Readings

Most Faculty add their Syllabus to their Moodle site. You may also want to add readings Using the same "Add a resource > File" process.



Discussion Forums

Forums are used by Faculty at Evergreen for both online discussions and for simple peer review of assignments. For more choices in peer review setup, try the new **Workshop** activity.



Assignment Uploads

if you need students to turn in assignment files confidentially, - use an Assignment activity. In all cases, "Advanced Uploading of Assignments" is the recommended choice to use, as it lets you not only provide confidential feedback to students, but also upload response files.

In Each Resource and Activity, You May Need to...

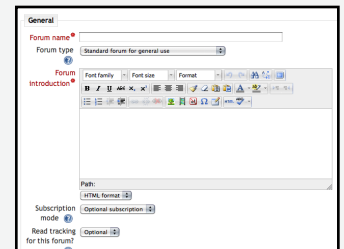
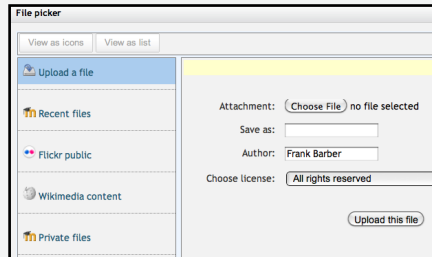


Add a Name and Description

Most resources and activities require this. You don't need to use file names, so think of the best way to explain things to students, and use that!

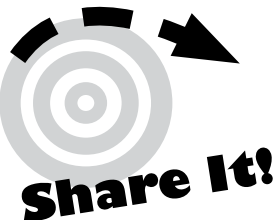
Use the File Picker

The new file picker lets you upload files from your computer or browse your files stored on Moodle



Choose Settings

Take a thoughtful glance at the choices provided and see what might be useful. Probably best to leave alone anything that doesn't make sense, but most choices have a help icon next to them



Settings

- Course administration
 - Turn editing on
 - Edit settings

Availability

This course is not available to students

Then scroll down the page to the Availability setting and change it to "This course is available to students"

To Make Your Site AVAILABLE:

In the Settings Block on the left-hand side of your Moodle site, choose Course Administration > Edit Settings.

Now Your Students can see your site link on <http://my.evergreen.edu/>