Key Icons & Functions

Every Moodle course is different; however the following list provides a brief summary of some of the icons and functions that may appear within a given Moodle course.
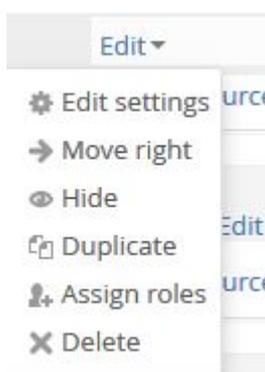
Editing and Navigation
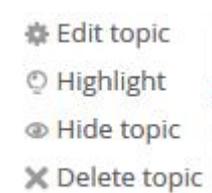
Turn Editing On

Turn Editing Off

Move (topic, activity, resource or block)

Underneath the **Edit** menu for an activity or resource there are further options.

1. Update/edit (activity or resource)

2. Indent activity or resource to the left or the right

3. Hide/show (topic, activity or resource)

4. Duplicate activity or resource

5. Assign a role to the activity

6. Delete the activity or resource

Underneath the topic **Edit menu**, there are further options.

1. Edit topic (e.g. edit the header)

2. Highlight topic

3. Hide topic (changes to Show topic when topic is hidden)

4. Delete topic

Elsewhere on the page, you will also encounter these icons:

Help (contextual)

⊟⊡ Dock block

Activities

Prior to exploring the **Activities and Resources** below, you may wish to consider how to use the Activity Chooser.

Assignment - Used to submit files for marking. Integrated with the Turnitin plagiarism detection service.

Book - Makes it easy to create multi-page resources with a book-like format. moodle

Chat - A synchronous chat tool useful for small group work. moodle

Choice - Similar to a poll. Often used to enable students to select seminar groups etc. moodle

Database - Enables data to be input (by either Teachers or Students) and stored in a searchable format. moodle

Forum - An asynchronous discussion tool. moodle

Glossary - List of definitions – can be populated by either Teacher or Students. moodle

Lesson - Produces structured yet flexible learning paths. moodle

Quiz - Online quiz tool that can automatically provide marks and feedback to the student. moodle

SCORM package - Enables SCORM packages to be uploaded to a Moodle course. moodle

Wiki - A series of web pages that can be edited by anyone. Useful for group projects. moodle

Workshop - Facilitates peer and self assessment. moodle

Please note that where the moodle logo is displayed, you will be taken to the Moodle Docs website for further information.

Resources

Word file

Excel file

PowerPoint file

 PDF file

 Image

(Further details on Uploading Files can be found elsewhere)

 Working with Folders

 IMS content page

 Page

 Linking to external websites

When uploading a .zip file, you will be presented with 3 options: