

Moodle 101: Course Creation

- Introduction to the Boost theme in 3.2
- Course structure and settings
 - Start dates
 - Visibility
 - Blocks and format
- Building and editing your course
 - Editing summaries
 - Adding files and links
 - Uploading images
 - Embedding audio and video
- Creating assignments
 - Settings
 - Rubric grading
- Quizzes
 - Creating a quiz
 - Adding Questions
 - Importing question banks
- Course communication tools
 - Forum types
 - Settings
 - Ratings
 - Quickmail
 - Moodle mobile - overview of new features and best practices
- Introduction to the Gradebook
 - Natural Aggregation method
 - Adding grade categories and items



Moodle 201: Course Management

- Intro to the Boost theme in 3.2*
- Editing existing resources and activities
 - Editing icons
 - Changing availability
- Communication tools
 - Notifications
 - Messaging
 - Announcements forum
 - Mobile App
- Managing discussions forums
 - Subscription and read tracking
 - Ratings
- Quiz FAQs
 - Review/feedback options
 - Results
 - Regrading
- Tracking student progress
 - Activity completion
 - Course completion
 - Reports – logs, completion
- Advanced grading methods
 - Grading assignments
 - Using a rubric or marking guide
 - Gradebook configuration
- Using the attendance module
- Import
- Recycle bin
- Moodle mobile - overview of new features and best practices*

* - Topic dependent on audience. Same group may have already discussed during 101 session.

