

Creating a course on moodle

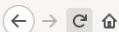
Manoj Kummini

2020-03-25.

Here are some screen-shots to help you create a course and upload course material on moodle.

First, log in.

URL: <http://moodle.cmi.ac.in/login/index.php>



Chennai Mathematical Institute

[Forgotten your username or password?](#)

Cookies must be enabled in your browser

Remember username

Log in

You are not logged in.

[Home](#)

[Data retention summary](#)

[Get the mobile app](#)

After you log in, you will see the following page:

Home

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Private files

My courses

PhdQM

ModInvThy

BScCxAn

HSDT

All Transcripts & Grade Sheets

Site administration

Chennai Mathematical Institute

Courses

[- Collapse all](#)

- Mathematics

- Jan-Apr 2020

Graduate Complex Analysis

Discrete Mathematics

Stochastic Processes 2

B.Sc Topology

Graph Theory

Analysis II (UG)

Modular Invariant Theory

BSc Complex Analysis

BSc Algebra II

Main menu

[Site news](#)

Chennai Mathematical Institute

Calendar

March 2020

Mon	Tue	Wed	Thu	Fri	Sat	Sun
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

By default, it lists all the courses in the system, arranged by categories:

The top-level category is the subject area, the next level is the term.

By clicking the 'Collapse all' link, you can see the top-level categories, shown in the next slide.

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Chennai Mathematical Institute

Courses

- › [Mathematics](#)
- › [Computer Science](#)
- › [Physics](#)
- › [Data Science](#)
- › [Humanities](#)
- › [Applications of Mathematics](#)
- › [Miscellaneous](#)
- › [CMI Grades](#)

Search courses

Go



For example, if you click on 'Physics' and then 'Jan-Apr 2020', and scroll to the bottom of the page, you will see the image on the next slide:

[Home](#)[Dashboard](#)[Calendar](#)[Private files](#)[My courses](#)[PhdQM](#)[ModInvThy](#)[BScCxAn](#)[HSDT](#)[All
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& Grade
Sheets](#)[Site
administration](#)

Optics

Teacher: Mani H S

The course will cover the material given below:

As of Mid March, we still have to deal with the following topics:
(b) States of polarization, Stokes parameters
(c) Aberration in optical systems (d) Optical aberrations
(e) Fresnel diffraction.

If time permits the chapter 2 of the notes (on wave states) will be included.

We will have three sessions per week.

Will start lectures from tomorrow Thursday.

[Add a new course](#)

[Moodle Docs for this page](#)

You are logged in as [Manoj Kummini](#) ([Log out](#))

[Home](#)

[Data retention summary](#)

[Get the mobile app](#)

Click on the button saying "Add a new course" at the bottom.
You will see the next page.

Note: I am creating this file for a new course called "Introduction to Moodle", which I will put in the Misc. category. You should put your course in the correct category (Subject Area / Semester).



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Chemical Mathematical Institute

[Home](#) / [Site administration](#) / [Courses](#) / [Manage courses and categories](#) / [Add a new course](#)

Add a new course

General

Course full name



Introduction to Moodle

Course short name



INTRO

Course category



Miscellaneous

Course visibility



Show

Course start date



26

March

2020

00

00



Course end date



23

July

2020

02

00

 Calculate the end date from the number of sections

Course ID number



Description

Course summary

Scroll to the bottom, and click one of the buttons saying "save".



CMI

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Files



You can drag and drop files here

Accepted file types:

Image (GIF) .gif

Image (JPEG) .jpg

Image (PNG) .png

[Course format](#)
[Appearance](#)
[Files and uploads](#)
[Groups](#)
[Role renaming](#)
[Tags](#)

Save and return

Save and display

Cancel

There are required fields in this form marked ●.

After saving, if you are taken to the category, then click on your course.

You should see something similar to the following:
(This is the course I just created.)

Course: Introduction to Moodle - Mozilla Firefox

Course: Introduction to Moodle × +

← → ↻ 🏠 🔒 https://moodle.cmi.ac.in/course/view.php?id=406 60% ⋮ 📄 📄 📄 📄 📄

CMi Manoj Kummini

Introduction to Moodle

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Announcements

- 26 March - 1 April
- 2 April - 8 April
- 9 April - 15 April
- 16 April - 22 April
- 23 April - 29 April
- 30 April - 6 May

INTRO

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I now describe how to add a file (in fact this PDF file) as a resource for this course.

Click on the wheel on the right end.

You will get a drop-down list.

Course: Introduction to Moodle - Mozilla Firefox

Course: Introduction to Moodle × +

← → ↻ 🏠 🔒 https://moodle.cmi.ac.in/course/view.php?id=406 60% ⋮ 🌐 📄 📌 🌟

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Introduction to Moodle

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- Edit settings
- Turn editing on
- Filters
- Gradebook setup
- Backup
- Restore
- Import
- Reset
- More...

Announcements

26 March - 1 April

2 April - 8 April

9 April - 15 April

16 April - 22 April

23 April - 29 April

https://moodle.cmi.ac.in/course/view.php?id=406# Mav

Click on "Turn editing on"

Course: Introduction to Moodle - Mozilla Firefox

Course: Introduction to Moodle × +

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23 April - 29 April

https://moodle.cmi.ac.in/course/view.php?id=406&sesskey=5U8KDhj1BM&edit=on

You will see more links now. One set of links for the top, and for each week.
(I started this course today, so the first week starts tomorrow.)

Course: Introduction to Moodle - Mozilla Firefox

Course: Introduction to Moodle × +

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👤 CMI 👤 Manoj Kummini

Drag and drop files onto course sections to upload them

Introduction to Moodle

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📄 Announcements ✎ Edit -
Edit - ▲
+ Add an activity or resource

+ 26 March - 1 April ↘ Edit -
+ Add an activity or resource

+ 2 April - 8 April ↘ Edit -
+ Add an activity or resource

+ 9 April - 15 April ↘ Edit -
+ Add an activity or resource

+ 16 April - 22 April ↘ Edit -
+ Add an activity or resource

Click on the "Add an activity or resource" link.

You will see a pop-up, with various options.

Activities: like assignment, quiz, etc.

(Disclaimer: I have not used these, so I don't know how they work.)

Resources: Files (for notes), URL (in case you want to link an external resource).



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Add an activity or resource



Wiki

RESOURCES



Book



File



Folder



IMS content package



Label



Page



URL

The file module enables a teacher to provide a file as a course resource. Where possible, the file will be displayed within the course interface; otherwise students will be prompted to download it. The file may include supporting files, for example an HTML page may have embedded images.

Note that students need to have the appropriate software on their computers in order to open the file.

A file may be used

- To share presentations given in class
- To include a mini website as a course resource
- To provide draft files of software programs so students can edit and submit them for assessment

[More help](#)

Add

Cancel

Click on the "File" button, "Add".

Then you will get a new page for uploading the file (drag-and-drop).

Editing File - Mozilla Firefox

Editing File × +

https://moodle.cmi.ac.in/course/modedit.php?add=resource&type=&course=4066§ion= 60%

Manoj Kummini

Adding a new File

Expand all

General

Name

Description

Display description on course page

Select files Maximum size for new files: Unlimited

Files

You can drag and drop files here to add them.

Appearance

Common module settings

Tags

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Open your file manager

Select the file that you want to upload

Drag it to the window.

You need to fill something as "Name".

"Description" is optional.

Editing File - Mozilla Firefox

COVID-19 Tracker | India x COVID19-India : Patient x Economic Times on Twitter x Editing File x

https://moodle.cmi.ac.in/course/modedit.php?add=resource&type=&course=406§ion= 60%

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name: Help for adding notes.

Description: 1 A B I [Rich Text Editor] Presentation on how to create a course and add lecture notes, created using LaTeX (beamer class)

Display description on course page

Select files: Maximum size for new files: Unlimited

- Files
 - moodl...

Appearance

Common module settings

Tags

Competencies

Save and return to course Save and display Cancel

You will get a page similar to the one below.
I added it in the main part of the course.
One can add files for specific weeks also.
You can "turn editing off" by clicking the drop-down list from the wheel on the top right corner.

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Edit

Edit

+ [Help for adding notes](#)

Edit

Presentation on how to create a course and add lecture notes, created using LaTeX (beamer class)

+ Add an activity or resource

+ 26 March - 1 April

Edit

+ Add an activity or resource

+ 2 April - 8 April

Edit

+ Add an activity or resource

+ 9 April - 15 April

Edit

+ Add an activity or resource

Hope this helped.
If you have any questions, email
`moodle@cmi.ac.in`