



## Moodle 3.5 Familiarisation

### A. Logging in

Access <http://moody-test.st-andrews.ac.uk> (on campus or over VPN only). Note the test server only contains content up to AY 201617.

Log in at top right with your usual credentials:

You are not logged in. (Log in)

You can also log in by selecting the **My Courses** or **All Courses** images.

### B. Selecting a course

After login, your course list is displayed. By default, courses are now displayed in descending numerical order.

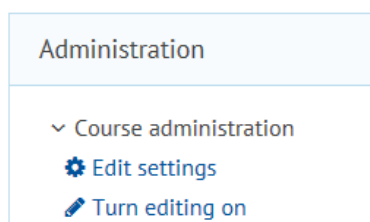
You can now filter or search using the search box, and choose whether to display hidden courses using the options at the top of the list:

Course overview		
Show <input type="text" value="50"/> entries	<input type="checkbox"/> Show hidden courses	Search: <input type="text"/>

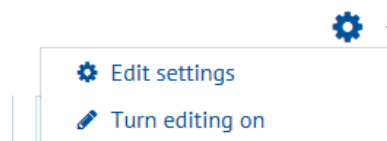
Hidden courses are displayed in the list in greyed-out text. Select a course title to open the course.

### C. Working in a course

Turn editing on by selecting **Turn editing on** in the Administration block on the right. Note there is now no **Turn editing on** button). You can also turn editing on by selecting **Turn editing on** from the dropdown menu to the right of your course title (top right):

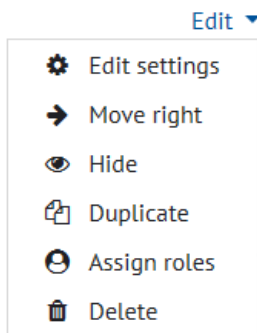


or



## Editing existing content

As previously, use the **Edit** dropdown menu to the right of each item.



## Adding new content

As previously, use the **+ Add an activity or resource** link in the appropriate topic.

[+ Add an activity or resource](#)

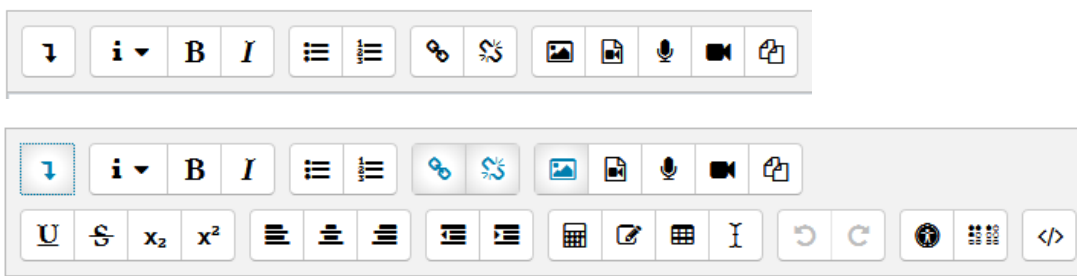
Courses default to opening in full screen view. To change this, select the menu button at top left:



This will reveal a link back to your course list (Dashboard) and the homepage and quick links to the Gradebook and Participant list for the course. All blocks within a course are now displayed on the right.

## D. The Text Editor

The text editor toolbars have changed. Select the downward pointing arrow on the left to expand the toolbar:

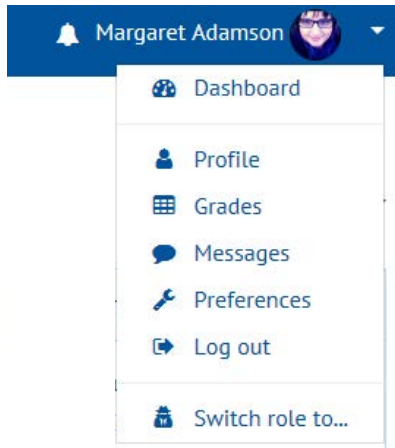


The top row of the toolbar has updated options to allow you to record video and audio directly into your Moodle course (these are far superior to the previous tools which still used Adobe Flash).

## E. Changing role to student

### View as student

At top right, select **Switch role to...** from the dropdown next to your name and profile picture. Then select **Student** on the next page.



### Return to normal role

At top right, select **Return to my normal role** from the dropdown.

