# Moodle VLE

Quick Start Guide for Students

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# Introduction

Welcome to the Moodle Quick Start Guide for Students.  As we start the Summer term, your teachers will be working hard to provide you with structured lessons and assessment activities that are appropriate for you and designed to keep you on track with your studies during this time.  They will also be providing you with individual feedback so that you know how well you are doing in your studies and the next steps in your learning. It is important that you complete the work set by your teachers so that you do not fall behind in your learning.

The 'Quick start guide' has been designed to support you with every stage of the process for accessing your learning via the Moodle online platform.  However, if you have any issues, please do not hesitate to contact the academy for support using the following email address:

LearningSupport@YewlandsAcademy.org

We recommend that you follow your normal timetable schedule to help you to organise your time effectively, working through the activities for each week and submitting your completed assignments by the set deadlines.

Please keep up to date with all Yewlands and Brigantia Trust communication through our website, Edulink and our Twitter account. Everyone at Yewlands Academy hope that you are keeping well and are staying safe.

We look forward to seeing you again soon.

# How to Log in to the Moodle VLE

Go to www.yewlandsacademy.org

Click on the 'student' link in the header to open the Moodle VLE

Use the login details below

*Site address: vle.yewlandsacademy.org*

*Username: (Same as network username)*

*Password: (Same as network password)*

# Moodle Mobile App

The Moodle App is available in Google Play and the Apple App Store. You can install the app directly from your Mobile device, search for "Moodle Mobile" the author/owner must be "Moodle Pty Ltd". The login credentials for the app are the same as for the desktop site. *(See above)*



Android: https://play.google.com/store/apps/details?id=com.moodle.moodlemobile



iOS: https://apps.apple.com/us/app/moodle/id633359593

# Moodle Courses

A Moodle course has been created for every class on your timetable. Courses are structured in a weekly format and contain assignments and resources for you to work through. You will receive information from your teachers through the Announcement feature. You can communicate with your teachers through the Learning Blog. You will also receive assignment feedback from your teacher once you have completed and uploaded your work. Click on the _My Classes_ button in the header to view all your courses.



All courses you are enrolled in are also displayed on your Moodle front page.



To open a course, click on a course title.

# Weekly Format

Courses are structured in a weekly format. For each week you will have access to an Assignment containing:
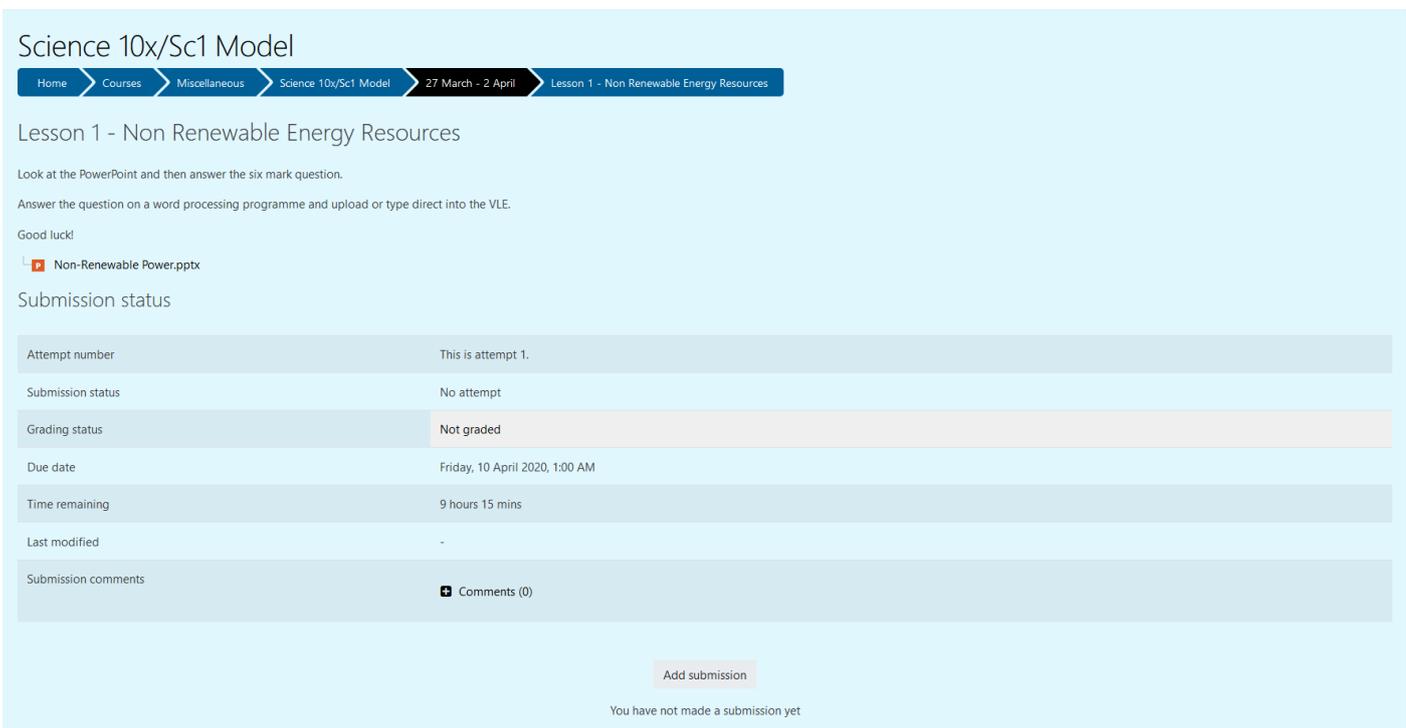
- Lesson PDF / PowerPoint
- Supporting resources
- Assignment submission box
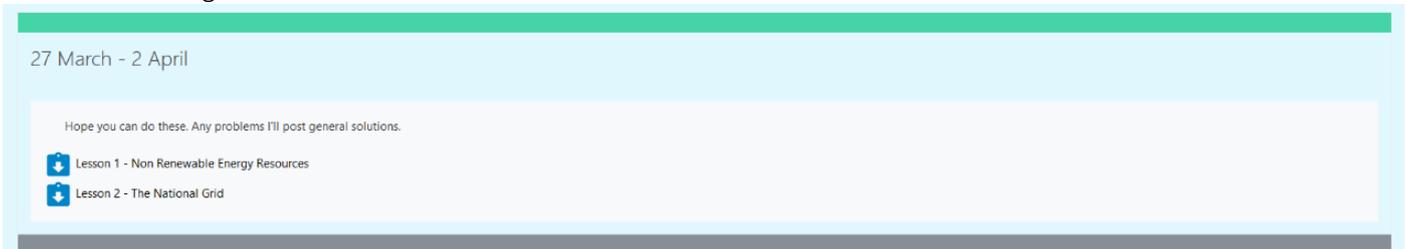


New resources and assignments will be revealed at the start of each week.
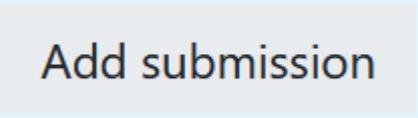
# Assignments

Click on an assignment to open it. Assignments contain resources, assignment information and an area for uploading your completed work for marking and feedback.



When you log into Moodle, new assignments are listed on your front page. New assignments are also displayed on each course page.

## Assignment Submissions

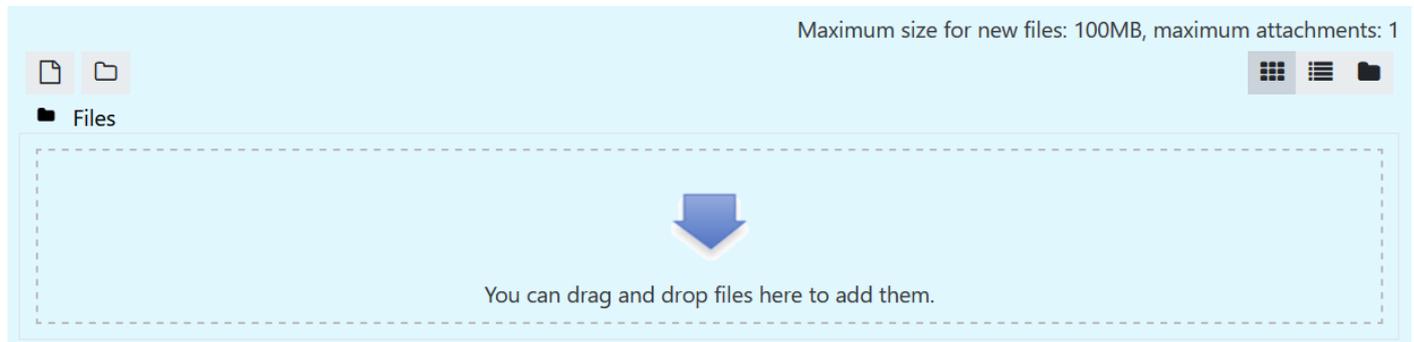To submit your completed assignment, click on the _Add submission_ button at the bottom of the assignment.



You will then be taken to a new screen where you can upload files. Please name your files in the following format:
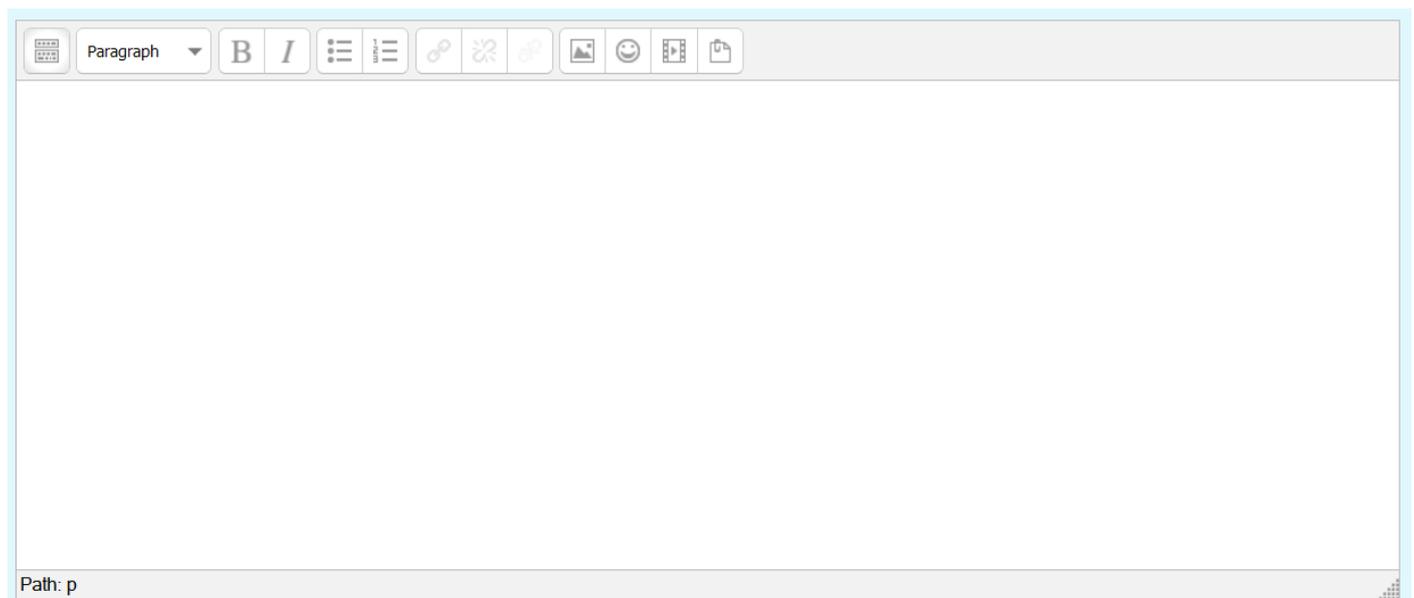
(Student Name) (Assignment Name)

eg

M Easdown Non-Renewable Energy Assignment



Alternatively, you can type directly into the online text box. BEWARE... Moodle will time out after a short period of inactivity. To avoid losing work, it is best to type your answer in word or text editing software of your choice and then copy and paste into the online text box.

Click on *Save changes* to submit your work for feedback.
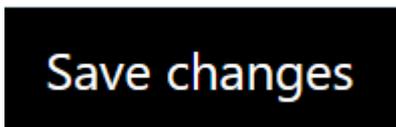


A new page will open called *Submission status*. The words *Submitted for grading* will appear in a green box confirming your submission is complete. Your teacher will receive a notification that you have completed this assignment.

## Submission status

| | |
|---|---|
| Attempt number | This is attempt 1. |
| Submission status | Submitted for grading |
| Grading status | Not graded |
| Due date | Friday, 10 April 2020, 1:00 AM |
| Time remaining | 8 hours 51 mins |
| Last modified | Thursday, 9 April 2020, 4:08 PM |
| File submissions | W M Easdown Non-Renewable Energy Resource Assignment.docx |
| Submission comments | ➕ Comments (0) |

Edit submission

You can still make changes to your submission
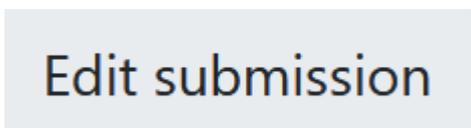
You can add a comment for your teacher to read.

## Submission comments

➕ Comments (0)

Hello Miss, I have uploaded my completed Assignment work. Please give me some feedback so I can improve my work.

Save comment | Cancel

You can also click on the *Edit Submission* button to return to the previous screen and edit your submission.

# Assignment Feedback

Your teacher will then provide you with written feedback and where appropriate you will receive an assessment Grade. When you log in to Moodle you will receive a notification that you have received feedback.

Depending on the assignment, your assessment grade will be a score out of 100, a GCSE grade 1-9 or a BTEC grade.

| Feedback | |
| --- | --- |
| Grade | 85.00 / 100.00 |
| Graded on | Thursday, 9 April 2020, 4:34 PM |
| Graded by | Mike Easdown |
| Feedback comments | **+** Well done Mike. Thanks for submitting your assignment. To improve your grade you should make reference to the oil industry and coal ... |

Please note, your teachers will not provide any feedback for completed assignments before the published deadline date for submission.  Once the deadline has passed, your teacher will provide feedback within 3 working days (Monday – Friday).

# Learning Blog

The Learning Blog allows one to one communication between teachers and students. Your blog entries can only be viewed and commented on by teachers.

Click on the _Learning Blog_ icon at the top of your course to access the Learning Blog.
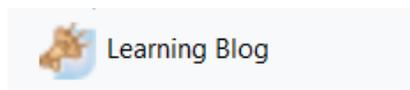


Click _New Learning Blog Post_ to make a new blog entry. You can use the Learning Blog to keep a record of your progress, ask the teacher questions about the work that has been set and request more resources to support your learning. Your teacher will then comment on your blog entry and provide you with support.



Please note, your teachers will not necessarily respond to any questions or queries that you post on the learning blog immediately.  You should expect to receive a response within 24 hours of your post (Monday – Friday).

# Announcements

Your teacher can make whole class announcements. To view these, click on the _Announcements_ button at the top of the course page.



You will be taken to a new page where you can view all announcements.



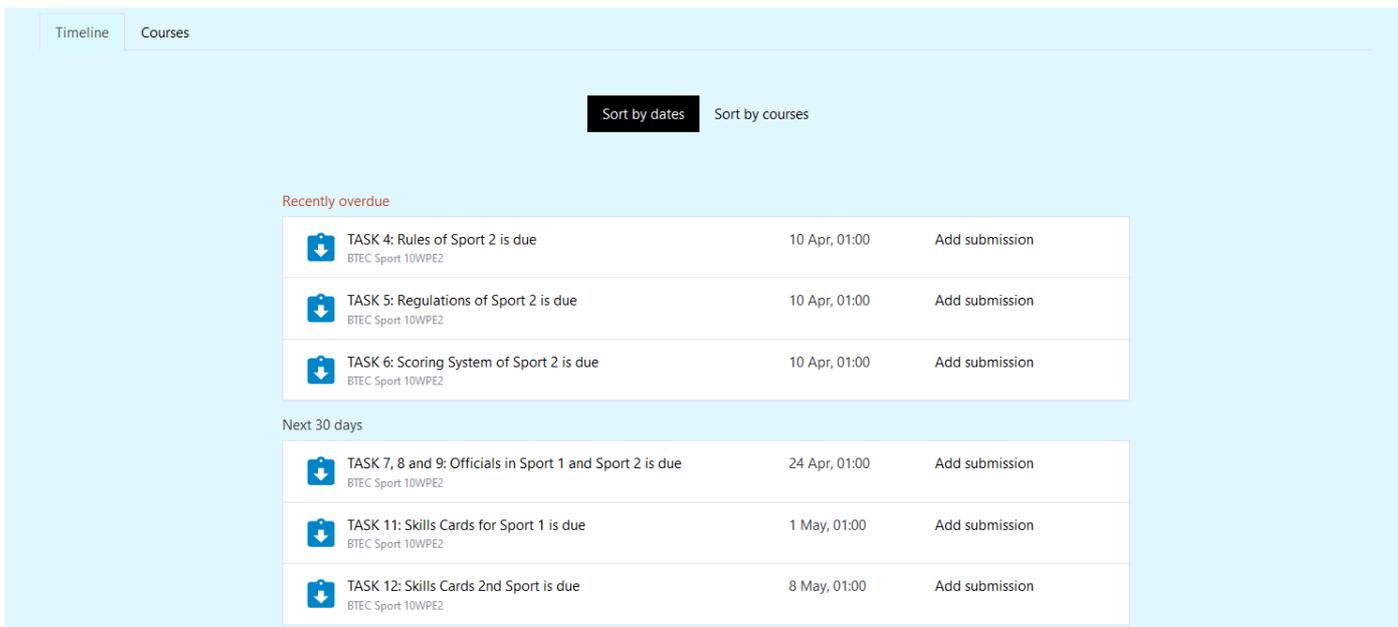Click on the announcement to open and read it.



You will receive a notification of all new teacher announcements when you log in to Moodle.

# Dashboard

The Dashboard gives you quick access to your courses and assignment deadline dates. To open your Dashboard, click on the _Dashboard_ icon on the Moodle front page.



Click on _Timeline_ to view a list of assignment deadline dates.



Click on _Courses_ to view the courses you are enrolled in. Click on a course to open it.
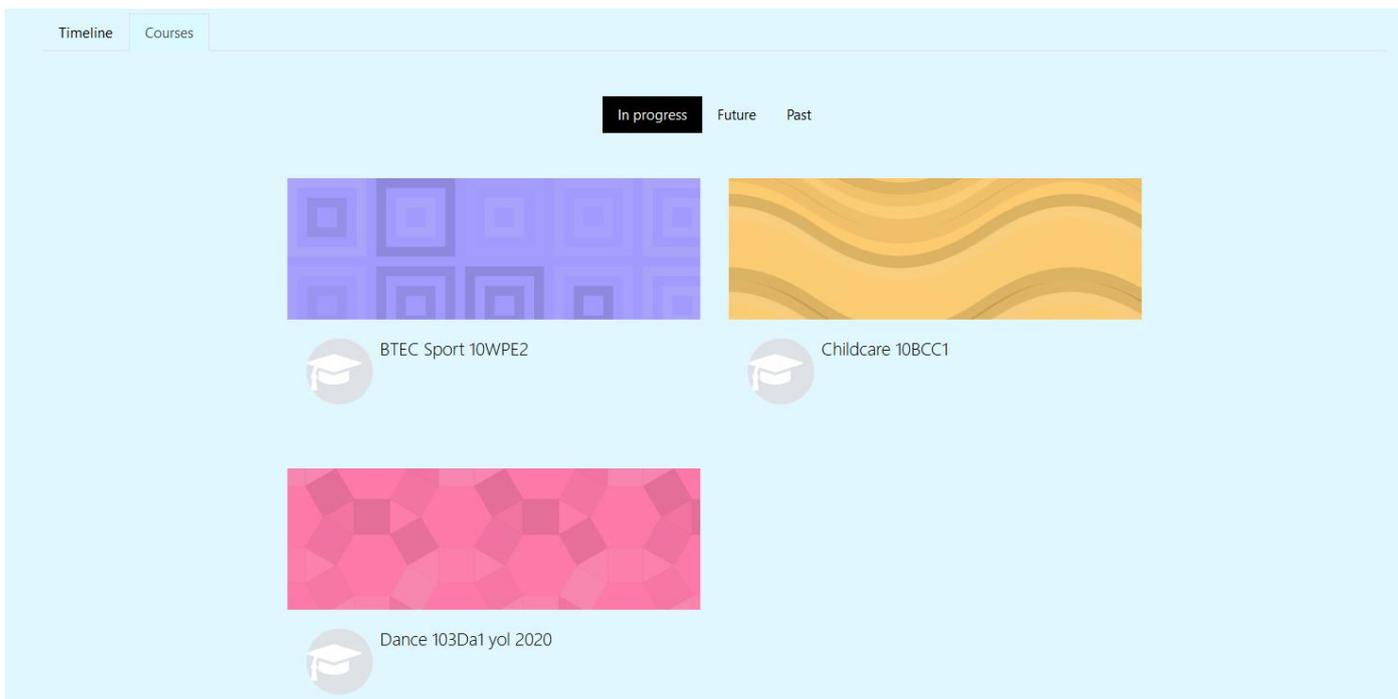
# Calendar

To open your Calendar, click on the _Calendar_ icon on the Moodle front page.
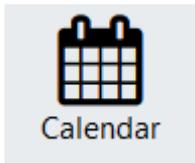


The Calendar gives you an overview of assignment deadline dates.



# Additional Support

If you require any additional support, please email LearningSupport@YewlandsAcademy.org.