

# User Guide – Using Moodle for Students

Moodle is a Learning Management System. In Moodle, you could download course materials and submit assignments. Here is a guide for you to know more about Moodle and its features.

## A. Login Moodle

1.	Open an internet browser and visit CUSCS Moodle site. [Important] If you are studying in full-time programme (eg. HD / DFS), please browse http://moodle.scs.cuhk.edu.hk/. If you are studying in part-time programme or general course (eg. ABP / GC), please browse http://elearning.scs.cuhk.edu.hk/.	COUSE searcing Patient - 10:      Couse a searcing Patient - 10:      Couse - 20:
2.	Type your Username and Password and click "Log in". [Important] Username: should be your Student Number, eg. 31234567. Password: should be sent to your personal email address, with subject "CUSCS Moodle Login Account Password".	Month and the set of the set
3.	If you have forgotten your Password, please click "Forget password" link. If you have any technical enquiries, please capture your screen and send email to: moodle-admin@scs.cuhk.edu.hk.	Technical Support <ul> <li>Forget password (student) / 忘記密碼 (學生使用)</li> <li>Email of Moodle Support / 技術支援電郵: moodle-admin@scs.cuhk.edu.hk</li> </ul>

#### **B.** Where to Find My Courses

<ol> <li>Course Contents are in the middle of the screen. All your courses should be listed.</li> </ol>	CUSCS Moodle for HD /DFS		
	Navigation         My courses           • Home         © [0A Testing] 999-123456-02           • My coversi         • My coversi           • Nem 211         Only for Ma testing           • Others         • Others	Calendar November 2021 Sem Mon Tee You Wet The Fi Sat 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 15 17 19 19 20	
	P211-HC2003 Fundamentals of Community Nursing           Help and Support         211-HC2003 Fundamentals of Community Nursing           Scheart Models Admin for technical support         P0 [15 Testing] 999-123456-01           P0 [15 Testing] 999-123456-01         211-HC200-28 East Onlease Medicine for Nursing Pastore           P0 995-X02345-90 testing course         P1 995-X02345-90 testing course	21 22 35 A4 25 26 27 23 29 30 Video on Academic Honety English version Cartenese version Directored by The Direce University release frag	



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## C. Where to Watch Videos and Download Course Materials

1.	To watch the videos uploaded by instructors, click Panopto	► [ITS T	esting] 999-123456-01	
	Video link on the top of the screen.		Announcements	COMM [ITS Testing] 999-123456-01      min = N0 comms = M0 contensis = FTS Newsg Wit (2005-01 + General + Plaeges Veee
	Click the videos' titles to watch them.		28 January - 3 February	Panopte Valido           Bit di di mi riti hanna (Mi 1046
2.	Lessons are grouped into different weeks. You could click the Lecture Notes or other Course Materials to view them.		esting] 999-123456-01	

## **D.** How to Submit Assignments

1.	Choose your course. Lessons are grouped into different			
	weeks. Sometimes there would be an assignment. Click it.	Home ► My courses ► Award-bearing Programmes ► 212-461106-12		
		Navigation       Home       > Site pages       My courses       > Award-bearing Programmes       > 212-461106-12       > Miscellaneous         Latest announcements       (No announcements have been posted yet.)	Panopto Video	
2.	Click the attachment file to view the questions. When you	Assignment 1		
	are ready to upload your file, click "Add submission".	Submission status		
		Submission status	No attempt	
		Grading status	Not graded	
		Due date	Monday, 29 November 2021, 12:00 AM	
		Time remaining	6 days 9 hours	
		Last modified	-	
		Submission comments	Comments (0)      Add submission  You have not made a submission yet	
3.	You could drag and drop the files to the main area. Or, click the "Add File" icon.	Assignment 1 Af file subnitted to Verifuate for plagaritum detection. Ple plagaritum detection. Please read the time & Use. File submissions	asse read the Term & Use. All files uploaded will be submitted to VenGuide for Maximum tots for new files: 1990;6; namuna abacherett: 20 Image: State of the State of the State of the State           Ven care dag and dags files here to and then:	
		Save changes Cancel		



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4	Click "Save Changes".	Assignment 1	
т.	ener save enanges .	All files uploaded will be submitted to VeriGuide for plagiarism de plagiarism detection. Please read the Term & Use.	etection. Please read the Term & Use. All files uploaded will be submitted to VeriGuide for
		File submissions	Maximum size for new files: 1006M6, maximum attachments: 20
		> Car Files	
		W	
		K	
		Test_assignment.docx	
		Save changes	Cancel
5.	Submission Status would be displayed as "Draft (Not	Assignment 1	
_	Graded)".	Submission status	
	Gladed) .	Submission status	
		Submission status	Draft (not submitted)
		Grading status	Not graded
		Due date	Monday, 29 November 2021, 12:00 AM
		Time remaining	6 days 9 hours
		Last modified	Monday, 22 November 2021, 2:48 PM
6.	Assignments of most courses need to undergo a process of	File submissions	Test_assignment.docx
	Plagiarism Detection. Uploaded file would be sent to		Dis visuieure Data atien
	VeriGuide for assessment. Report Status would be shown		Plagiarism Detection
	as "PROCESSING".		Report PROCESSING
	as processing.		Status:
7.	Once the Plagiarism Detection had done, Report Status	File submissions	Test_assignment.docx
	would become "READY". A similarity percentage would be		Plagiarism Detection
			Report Status: READY
	shown.		Similarity: 0%
0	If you still want to make changes, click "Edit Submission" and	Submission comments	Comments (0)
о.			
	upload another files.		Edit submission
			You can still make changes to your submission
	If you confirm the file to be final version, click "Submit		Submit assignment
	•		
	Assignment". Once this assignment is submitted, you would	Once this	assignment is submitted you will not be able to make any more changes.
	not be able to make any further changes.		
9.	Click "Continue" to confirm submission.	Assignment 1	
		Confirm submission	
		Are you sure yo	ou want to submit your work for grading? You will not be able to make any more changes.
		Continue	Cancel
10.	After clicked "Submit Assignment", Submission Status would	Assignment 1	
	be updated from "Draft (Not Graded)" to "Submitted for	Submission status	
	-	Submission status	
	Grading".	Submission status	Submitted for grading
		Grading status	Not graded
		Due date	Monday, 29 November 2021, 12:00 AM
		Time remaining	6 days 8 hours
		Last modified	Monday, 22 November 2021, 2:57 PM



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#### E. Install Moodle App for Mobile Devices

	lle App" at Google Play Store (for Ar o Store (for iOS devices). Click "Install".		app Q V	
		Moo	dle le Pty Ltd. 安裝	
		<b>3.3★</b> 52K 則評論	<b>10M+</b> 下載次數 3 歲或以上 ⊙	
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		Moodle Mobile APP		_
	loodle App to our Moodle Site, with		Guides English (en)	
-	, please refer to "User Guide on Moodl	App	iormation	
	vices (for Students)" at User Guide page.		s / Public Info / User Guides / User Guide	
		Home / Hy courses / outer	s / rubic mid / osci dulacs / osci dulac	
		Navigation	User Guide	
		∽ Home		
		<ul> <li>Moodle</li> <li>My courses</li> </ul>	User Guide for Students	
		> Term 211	[NEW]ITS Training Session for new HD / DFS Mainland studen     [NEW]ITS Training Session for new HD / DFS Students	nts
		<ul> <li>Others</li> <li>999-X12345-99</li> </ul>	User Guide on Moodle App for Mobile Devices (for Students)     View demo video about assignment submission	
		✓ Public Info	User Guide for Viewing Panopto Videos and Panopto Live Web     User Guide for Joining a Zoom Meeting Room	bcast
		<ul> <li>Participants</li> <li>Competencies</li> </ul>	<ul> <li>FAQs about security and privacy of using Zoom for online teac</li> </ul>	ching.
		III Grades	Moodle User Guide for student	
		> General Info ~ User Guides	VeriGuide User Guide	
		User Guide	Download PDF file     Videos on Academic Honosty (English)	
		<ul> <li>Videos on Academic Honesty</li> </ul>	Videos on Academic Honesty (English)     Videos on Academic Honesty (Cantonese)	
L		Academic Honesty		

## F. Support

For Moodle related enquiries, please capture screen and send email to: <u>moodle-admin@scs.cuhk.edu.hk</u>

Moodle User Guide Page (HD / DFS students): https://moodle.scs.cuhk.edu.hk/mod/page/view.php?id=41170

Moodle User Guide Page (ABP / GC students): https://elearning.scs.cuhk.edu.hk/mod/page/view.php?id=651