



LEARNINGHOUSE®

Your Online Education Partner

LearningHouse.com

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Moodle 2.2 Student User Guide Moodle Layout

Moodle Layout

Home Page

This is the first page you see when you come to your school's portal (sometimes called "portal main page". There are two "versions" of this page – one where you have not logged in (like below) and one where you have. They look almost identical with only the number of blocks and the "You are not logged in" block changing.

The screenshot shows the Moodle Home Page for Learning House. It features a blue header with the Learning House logo and navigation links. The main content area includes a welcome message, a list of courses, and a sidebar with a help center and course categories. Numbered callouts identify specific elements: 1 points to the 'You are not logged in' block, 2 points to the school logo, 3 points to the 'Home' tab, 4 points to the 'Introducing Professional Development Courses for Instructors' section, and 5 points to the 'Login' button in the sidebar.

Area	Description
1. You are not logged in.	This area shows if you are logged in or not. You can also login and logout using the Login (if you're not logged in) or Logout (if you are logged in) link here.
2. School logo	Your school's logo will appear here.
3. Tabs	There are two main tabs that will appear here: Home & My Calendar.
4. Middle section	The information in this section will change depending on which page you're on (Home, My Home or Course).
5. Blocks	The blocks section could appear on either the left or the right depending on your school's theme. A listing of default blocks is next.



Note

You can tell if something is a block by looking to the right of the title. Blocks will have buttons that look like:



My Home Page

This page will appear when you click the **My home** link in the **Navigation** block.

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Home My Calendar

Home > My home

Customize this page

COURSE OVERVIEW

ART 101 for Presentation College

Karyn Boyd's Big Blue Button Test Course

ART 101-LH - 1210 - Art Appreciation

BP 501-01 - 1201 - Foundations in Online Delivery

4

MY PRIVATE FILES

No files available

Manage my private files

ONLINE USERS

(last 5 minutes)

Abraham Lincoln

Cathy Rider

Megan Kilgore

Anthony Singer

NAVIGATION

Home

My home

Site pages

My profile

My courses

Courses

SETTINGS

My profile settings


You must be logged in to see this page. The **Middle Section** now shows a listing of the courses you are currently enrolled in. It will also show you assignments with due dates, quizzes that are open and the number of forum posts in a course's discussion forums.

You may or may not have the **Online Users** block, depending on your school's theme.

Course Home

This is where you'll start class from.

You are logged in as Abraham Lincoln (Logout)


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[Home](#)
[My Calendar](#)

Home > My courses > kb_bbb_test
6

Topic outline

News forum

1

Module 1:

Copyright & the Public Domain

[Lecture Notes](#)

[Internet Resources](#)

- Baruch College's Interactive Guide to Using Copyrighted Media in Your Courses
- Finding Non-Password Protected Online Articles

[Assignments](#)

- Scenario 1
- Copyright & the Public Domain
- Copyright and the Public Domain
- Copyright and the Public Domain Lecture

You'll access this from your course list and the Middle Section will now show a Course Outline for your course. It may be in Module or Topic form, like the one shown above, or in Weekly form.

Area	Description
6. Breadcrumbs	This area appears at the top of the My Home and Course Home pages and will be in the same place as you move through your course. You can click on the links here to return to the course outline, Home, or any other section of your course.



Note

For the most part you'll go from **Home (logged in)** to **Course Home** and then move between the different course pages (like Resources or Assignments). If you get lost, you can always follow the breadcrumbs and/or the Navigation block back.

Blocks

Default Blocks

Your instructor or the Moodle Administrator can add and remove blocks from the Course Home and Moodle Portal pages. Remember that blocks may also appear on the right or left hand side of the **Middle Section** as well as docked on the far left-hand side of the browser window. If you do not see blocks listed below or as you are walking through the steps contained in this User Guide, contact your instructor and/or The Learning House Help Desk for assistance.

Block	Description	Show on:
Help Center	This will get you access to help 24/7 either through a Knowledge Base search or via a Help desk chat.	<ul style="list-style-type: none">• Home (logged in)• Home (not logged in)• My Home
School Resources	This has links to information for your school. What shows up here is decided upon by the school but all portals should have the Student Tutorials link you followed to reach this documentation.	<ul style="list-style-type: none">• Home (logged in)• Home (not logged in)
People	This has a link to Participants which will show you who is in the course.	<ul style="list-style-type: none">• Course Home
Navigation	This has links to Home as well as menus for your profile and your courses.	<ul style="list-style-type: none">• Home (logged in)• Home (not logged in)• My Home• Course Home
Settings	This has a menu for your profile settings.	<ul style="list-style-type: none">• Home (logged in)• My Home• Course Home



Note

Depending on where you are once you've logged into Moodle, the menus/links in Navigation will change. It will always have:

- Home
- My Home
- My profile
- My courses

If you're not logged in, it will show at least Home.

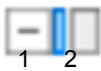
Calendar	This is a basic calendar in month format. You can click on a date to see what is due then.	<ul style="list-style-type: none"> • Home (not logged in) • Home (logged in) • Course Home
Messages	This is Moodle's email (or messaging) system. When you have an email the sender's name will pop up in the box along with a little envelope and the number of messages still to be read from that person.	<ul style="list-style-type: none"> • Course Home
Latest News	This will show any new postings for your course.	<ul style="list-style-type: none"> • Course Home
Activities	This provides links to Assignments, Forums, Questionnaires, Quizzes and Resources. You can click the link to get a list of that type of activity.	<ul style="list-style-type: none"> • Course Home
My Courses	This shows links for all the courses you are currently enrolled in. You can click any of these links to go to that course.	<ul style="list-style-type: none"> • Home (logged in)
My Private Files	Files uploaded here (like homework assignments) can be accessed from any computer you can access Moodle with.	<ul style="list-style-type: none"> • My Home



Note

If you're on the Home Page, this calendar will be a basic month block. Once you're logged in and at your course, however, it will change to show different due dates.

NAVIGATION



1. Hiding

Step	Screen shot
<p>Click the – sign in the block buttons. If you mouse over it with your mouse, it will show a ToolTip that says Hide (name of block) block.</p> <p>The block will minimize so that all you see is the title of the block and the buttons. You will now have a plus sign which will say Show (name of block) block when you mouse over it.</p> <p>To show the block, click the + and the block will restore to its original size.</p>	



Term

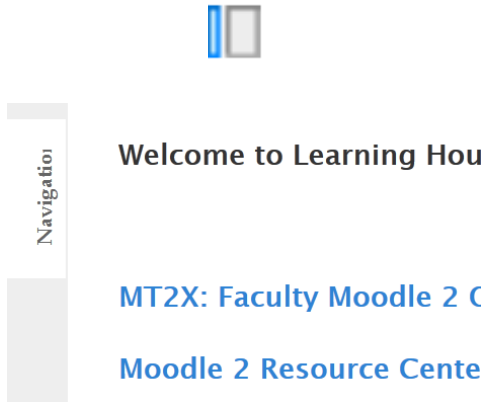
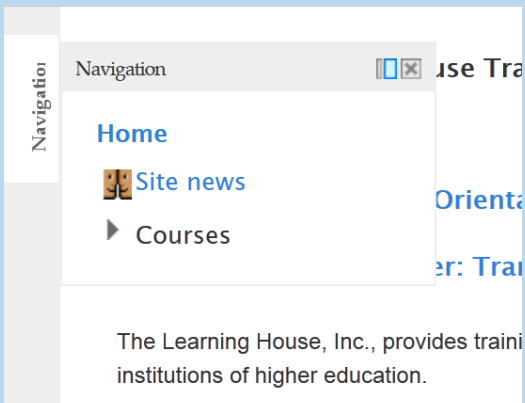
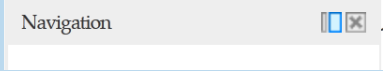

Mouse over – When you “mouse over” using a mouse, you simply rest the mouse pointer on top of the item without clicking.



Term

ToolTip – This box will pop up when you mouse over most buttons within Moodle. It simply gives the name of the button or, sometimes, more information about how that item is used.

2. Docking

Step	Screen shot
<p>Click the button to the far right. If you mouse over it with your mouse, it will show a ToolTip that says Move this to the dock.</p> <p>The block will disappear from within the main page and appear on the far left as a tab.</p>	
<p>You can still access the links and menus inside the docked block by mousing over it.</p>	
<p>To close the pop up menu, you can either click somewhere else in the page or you can click the X in the block buttons.</p>	
<p>You can undock blocks by clicking the same block within the menu. When you mouse over it, you will get a ToolTip that says Undock this block.</p>	



Tip

You can “dock” blocks to make the page less cluttered. This will move them to the far left side of your screen as a tab that you can access by clicking.