



Syllabus

1. SYLLABUS

Module 1: Moodle	
<p>A module description</p>	<p>The main goal of this module is to instruct trainees on the concept of Learning Management Systems, its features, benefits and use. It will explain that Moodle is just the most popular and widely used example of LMS.</p> <p>Trainees will get familiar with the layout of a Moodle page, its customization options, the text editor to add learning and all the needed skills to start a new course.</p> <p>Trainees will also get familiar with the tools offered by Moodle for structuring and organize learning material in consistent groups and sections.</p> <p>Then it will instruct trainees on the use of resources to enrich learning content with attractive and meaningful extra attachments to empower the learning experience.</p> <p>Trainees will get familiar with all kind of resources that can integrate the plain text of the lesson, will learn how to use labels and how organize resources in pages, blocks and how to group them in folders.</p> <p>Then it will to instruct trainees on the use of activities to assign tasks to students, receive feedback, assess students' preparation.</p> <p>Trainees will get familiar with all kind of activities that can help understanding what taught with the plain text of the lesson and resources provided. Trainees will learn how to use question banks, assign tasks, create quiz, manage a forum, add surveys, set a glossary.</p> <p>Finally, it will instruct trainees on the tools provided by Moodle to manage course participants.</p> <p>Trainees will learn how to enroll students, change permissions, send messages or newsletters to students.</p> <p>Trainees will get familiar with gradebook management and grouping students</p>
<p>Intended learning outcomes¹</p>	<p>On completion of this module you should be able to:</p> <ul style="list-style-type: none"> • understand what a Learning Management System is • get familiar with the Moodle environment • customize account setting • use the text editor • use Moodle's in-line help

¹ Intended learning outcomes address what a learner should be able to do after engaging this module. Use one verb (or at most two) for each outcome. **(Cf. curriculum and make amendments you find necessary)**

	<ul style="list-style-type: none"> • create a course • customizing course sections • adding content to a course • get familiar with the Moodle resources • use files and URLs • use labels • create pages and books • organize resources in folders • get familiar with assignments • create a question bank • create quiz • manage a forum • create choices and surveys • set a glossary • enrol students • send messages • meet online students • manage groups • work with gradebooks • categorize gradebook
Learning activities	<ul style="list-style-type: none"> • exploring 4 obligatory and 8 optional reading material • doing 10 exercises • passing 4 test, contains 11 questions
Estimated duration	<p>Total workload is 290 minutes including:</p> <ul style="list-style-type: none"> • 250 minutes for exploring obligatory reading material • 40 minutes for exercises