

Moodle+R | Quick Manual for Students

Please refer to this manual when instructed to use moodle+R in class.

Access moodle+R from the banner link in "my page" on manaba+R.

*Please log-in with your RAINBOW email address (including "@" and beyond) and password.

You can make a request for early use to access course features as same as manaba+R (Self enrollment). Please refer to the relevant section of the Study Support Site.

Please follow the instructions from your instructor when using moodle+R.

Important notes:

University announcements will continue to be sent via manaba+R. Please be sure to check manaba+R as well.



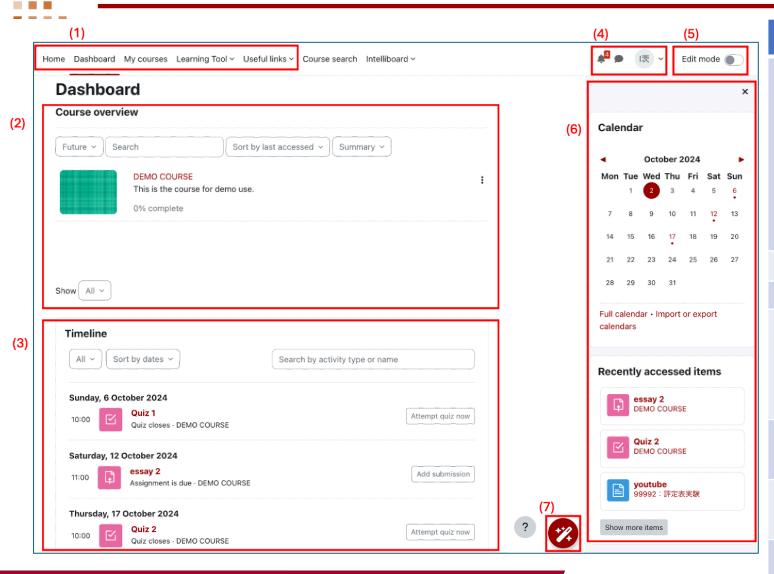
Basic terms

Basic terms used in moodle+R

	Terms	Description of terms	
1	Dashboard	The first page that appears after logging-in to moodel+R. It corresponds to "My Page" in manaba+R.	
2	Course	The course you are taking. Similar concept as manaba+R.	
3	Role	The user role within a course. Students are generally registered to be in the role of "student".	
4	Course Top	The first page of the course that you moved from the dashboard. It displays course contents and navigation.	
5	Section	Divided areas in the course. The instructor can change the name of each section.	
6	Contents	A generic term for "Activities" and "Resources" etc. that the instructor places in the course.	
7	Activities	A generic term for materials that allows interaction between the instructor and students, or between students in the course. The activities available in moodle+R include assignments, quizzes, forums, etc.	
8	Resources	A generic term for resumes, course materials, and other materials that the instructor distribute to students in the courses. It corresponds to "Resourses" in manaba+R. The resources available in moodle+R include files, folders, books, pages, and URLs.	



Dashboard - The first screen after logging in

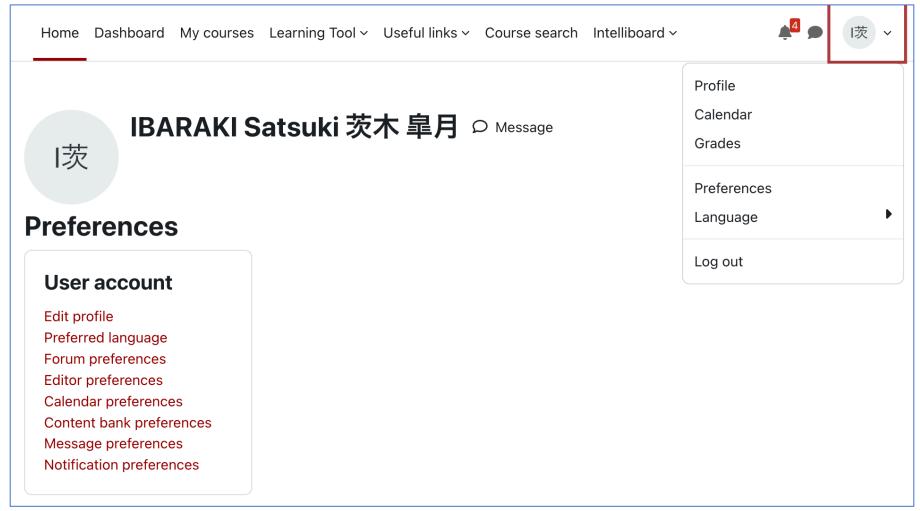


		Description
(1)	Menu	You can access the following pages from the menu. Dashboard: The title this page. My Courses: A list of courses you are currently enrolled in. Learning tools: You can view the bookmarks and notes you have added on moodle+R. To add bookmarks and notes, click on the icon (7) in the lower right corner of the page. Useful links: Links to the university website, etc.
(2)	Course overview	A list of the courses you are enrolled in.
(3)	Timeline	A list of deadlines of assignments.
(4)	Notifications, Messages, Preferences	(From left to right) Notifications: Notifications from moodle+R. Messages: Messages between instructors and students. Preferences: Personal settings such as language, notification settings, etc.
(5)	Edit mode	By switching to edit mode, you can add blocks to the dashboard, move the blocks around, and make simple customizations.
(6)	Block Drawer	The blocks added to the dashboard are displayed in this area. You can place the blocks in the center area as well.
(7)	Learning tools	Press this button to activate the Learning Tool to add bookmarks or notes on any page on moodle+R.



Preferences - Personal settings

Go to the Preferences menu screen from the personal settings icon in the upper right corner to set your language, notifications, and other personal settings.





Preferences - How to switch preferred language

The default language in moodle+R is set to Japanese for all students.

Go to the Preferences menu screen from the personal settings icon in the upper right corner to switch your preferred language. (Click "プレファレンス">"優先言語")





Preferences - How to switch preferred language

In the preferred language (優先言語) screen, you can switch your language. Note that changing your preferred language here will only affect the Moodle interface and not the actual course content.

プレファレンス / 優先言語

茨木 皐月 IBARAKI Satsuki ロメッセージ

茨Ι

優先言語

優先言語

English (en) ◆

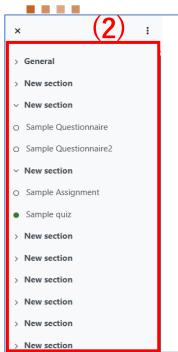
変更を保存する

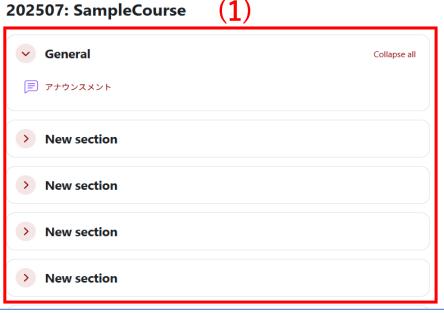
キャンセル

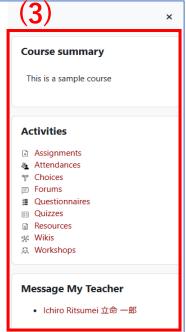




Course - Course top page







	Block name	Description
(1)	Content area (Section)	Course content such as quizzes, assignments, resumes, etc. will be displayed here. The instructor may change the number of sections or section title.
(2)	Course index	Shortcuts to sections in the course, activities in each section, and to resources.
(3)	Block drawer	The blocks available in the course are displayed. The instructor may change the location of the blocks or hide them.



Course - Blocks in the course

Course summary

This is the course for demo use.

Activities

- Assignments
- Forums
- ☑ Quizzes

Completion Progress

NOW

Mouse over or touch bar for info.

Message My Teacher

• Ichiro Ritsumei 立命 一郎

Description of a standard course blocks. The instructor can change the block location or hide them.

Block name	Description
Course summary	the outline of the course (day of the week and period, instructor(s), etc.)
Activities	In moodle+R, activities and resources can be created by the instructor for any section in the course. For example, a "quiz" may be created for both "Topic 1" and "Topic 2". By clicking on the title of an activity in the activity block, you can see a list of all the activities in the course by category.
Completion Progress	The progress status of the activity is displayed according to the completion conditions set by the instructor. You can check unsubmitted assignments here.
Message My Teacher	You can send a message to the course instructor. Files cannot be attached.

【 Examples of activity block usage 】
In the example below, a quiz and assignment are placed in Topic 1, and the quiz is also placed in Topic 2.

Topic 1	
	Quiz: 1
	Progress: 0 / 1
Topic 2	
	Quiz: 1 Assignment: 1
	Progress: 0 / 2

When you select "Quizzes" in the activity block, all quizzes in the course will be listed.

Quizzes				
Topic	Name	Quiz closes	Grade	
Topic 1	Quiz 1	Sunday, 6 October 2024, 10:00 AM		
Topic 2	Quiz 2	Thursday, 17 October 2024, 10:00 AM		





In each

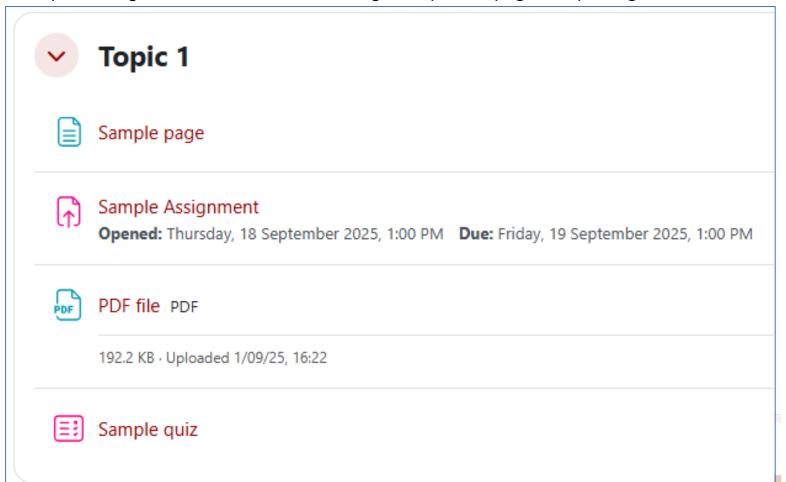
Course - Course Contents

In each section in a course, the activities and the resources provided by the instructor are shown.

There are various types of the activities, such as quiz, assignment, questionnaire, forum, attendance, etc.

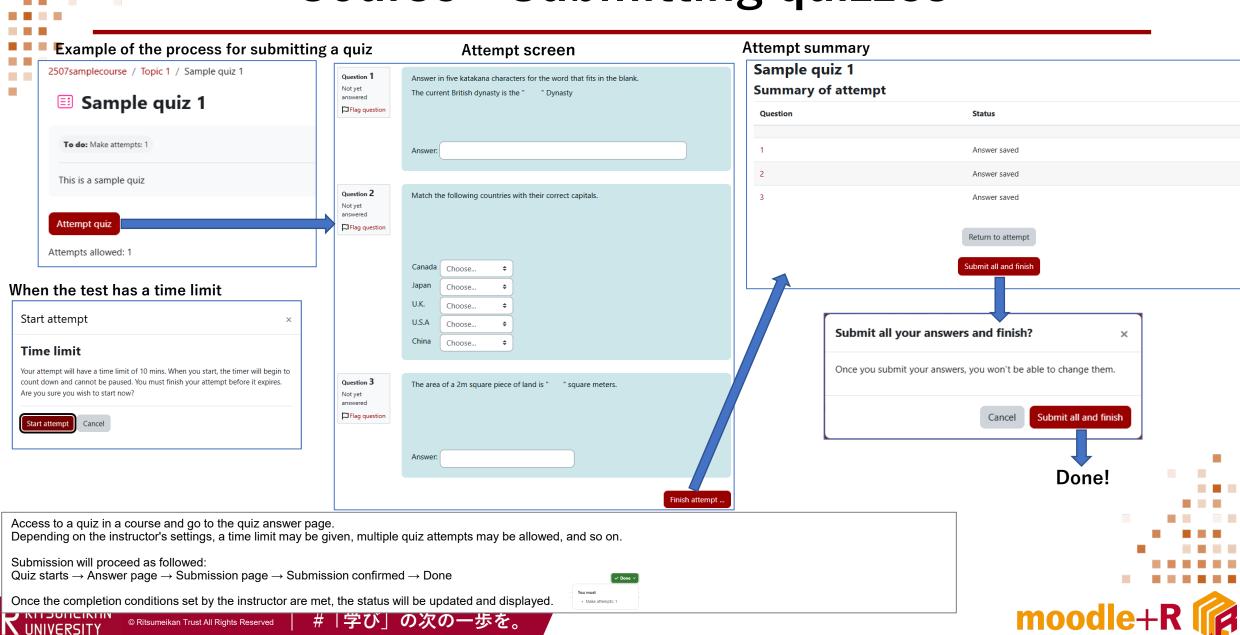
And also there are various formats of presenting information, such as creating a simple webpage and posting files and URLs.

Click and check the contents.

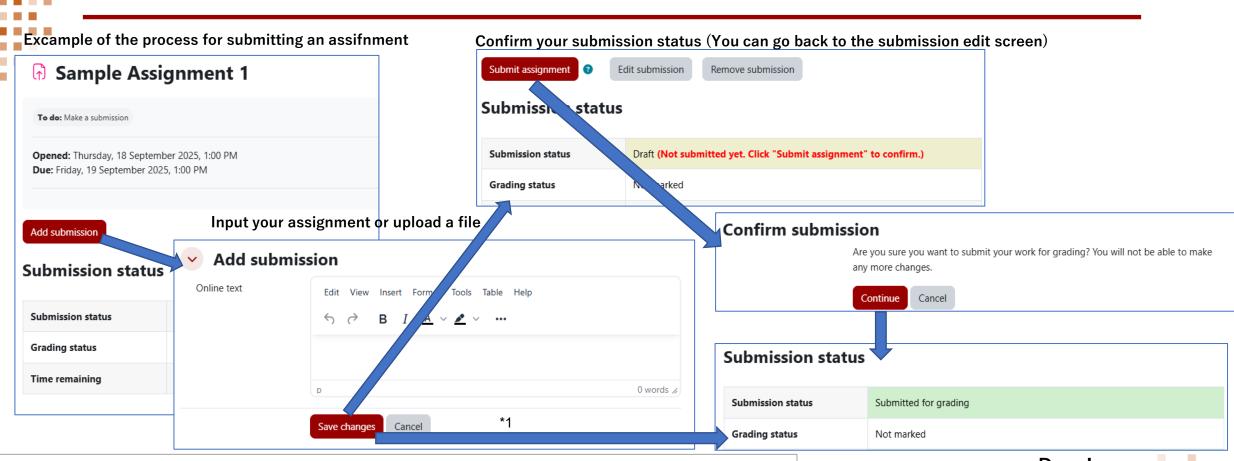




Course - Submitting quizzes



Course - Submitting assignments



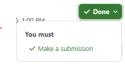
Access to an assignment in a course and go to the submission page.

Depending on the instructor's settings, online text input or file submission, multiple submissions may be allowed, and so on.

Submission will proceed as followed:

Add submission → Input screen → Confirm submission → Submission confirmed → Done If the status is "Draft", the submission is not complete. Please make sure that the status is "Submitted".

Once the completion conditions set by the instructor are met, the status will be updated.



Done!

*1 Depending on your instructor's settings, the status may transition to "Submitted" without going through the submission confirmation screen.

In this case, you can always edit or delete your submission as long as it is within the assignment acceptance period.



Course - Submitting attendance (QR code)





In moodle+R, there are various submission methods for attendance, depending on the instructor's settings.

·If the QR code is given by the instructor

XIt will go smoother if you log in to moodle+R on the default browser of the device you want to scan with first.

1. Scan the QR code displayed with your smartphone or other device. QR codes may be fixed or may change at regular intervals.
*If they change at regular intervals, the time remaining until the next change will be displayed

below the OR code.

The QR code has expired, please scan the QR code again. (Do not press "Continue"). More information about this error Continue





2. If you are asked to log in to moodle+R, log in using your RAINBOW email address and password.

*If the QR code expires while you are logged in, you will get an error after you have logged in (see left figure). In that case, please scan the QR code again while you are still logged in (you can read it as many times as you like within the session time).

*It is smoother if you log in to moodle+R before scanning the QR code

*Do not click "Continue". Your attendance submission is not completed while this error occurs. Clicking "Continue" will not complete the submission, please make sure to scan the QR code again.

Your status is submitted.

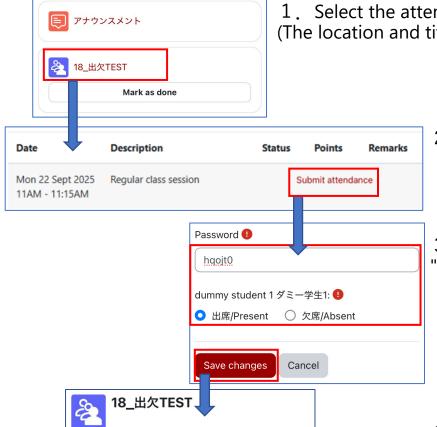


Course - Submitting attendance (Password)

In moodle+R, there are various submission methods for attendance, depending on the instructor's settings.

•If the password is given by the instructor

1. Select the attendance activity you want to record in a course. (The location and title of activities may vary depending on the instructor.)



2. Click "Submit attendance" in the session where you want to register your attendance.

3. Enter the password provided by your instructor and attendance status, then click "Save changes".

4. Your status is submitted.



General

Your attendance in this session has been

recorded.

Course - Post and reply to a forum

Forum is a bulletin board function which can be used for discussions between students in the course.

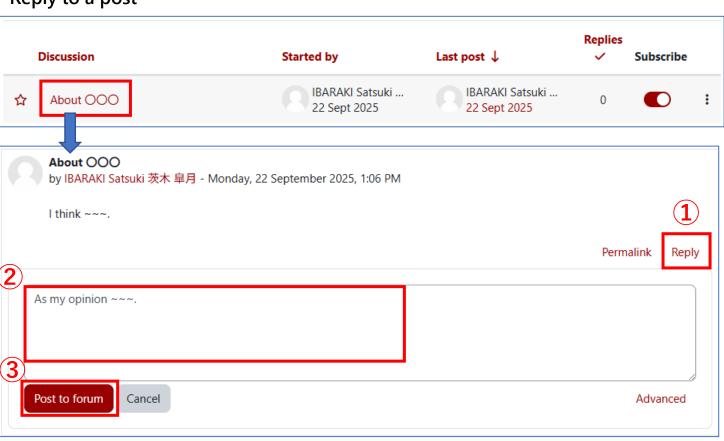
Post a new discussion topic



Course - Post and reply to a forum

Forum is a bulletin board function which can be used for discussions between students in the course.

Reply to a post



1. Click a discussion that you want to reply to.

2. After clicking ①"Reply", enter ②message and click ③"Post to forum".



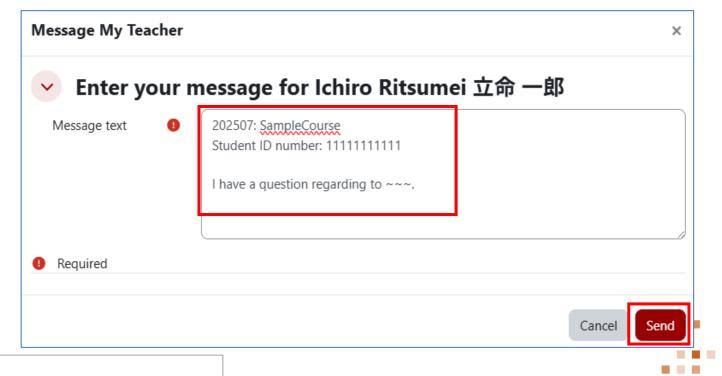
Course - Private contact to your instructor

To contact your instructor individually, you can use the "Message My Teacher" course block. However, you cannot attach files.

1.Click the instructor you want to contact with from "Message My Teacher" in the block drawer in the course.

X General Collapse all Course summary アナウンスメント This is a sample course > New section Activities Assignments > New section Attendances Questionnaires > New section Resources > New section Workshops Message My Teacher > New section • Ichiro Ritsumei 立命 一郎

2.Enter your message and click "Send".



[Rule for use]

Please be sure to write the course name and your students ID number in the begging, so that the instructor can identify which course you are a student in.

