

# Moodle Manual

For Students Vol.1



Ezra University  
Department of Distance Education



This manual offers you step-by-step instructions about how to use Ezra University Online Classes.

In this guide you will be introduced how to log in to your account, and the basics of using our online platform called Moodle.

## **How do I login to my Moodle account?**

How do I login via Moodle Mobile App?

Engaging with Moodle Resources and Activities



[Home](#) ► [Log in to the site](#)

**Creating Account:** If you have registered to our program successfully, your Moodle account will be created with a username and password which you can use to log into the website. Check your email for the login credentials provided by the admission office.

If you do not have your account information, please send us an email: [info@ezrauniversity.org](mailto:info@ezrauniversity.org)

### Logging In

**Step 1:** Open a new browser on your computer. Go to: <http://moodle.ezrauniversity.com/>

**Step 2:** Enter your “Username and Password” and click “Log in”

## Log in

Username

Password

Remember username

[Forgotten your username or password?](#)



## NAVIGATION



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- Dashboard
- ▶ Site pages
- ▼ My courses
  - ▶ Spreadsheet Fundamental
  - ▶ CS250/CS550

 [How to use Moodle system](#)

## Site announcements

(No announcements have been posted yet.)

## My courses

### Spreadsheet Fundamental

Teacher: Test Faculty

### Introduction to E-commerce

Teacher: Test Faculty

This course presents concepts and skills for the strategic use of e-commerce and related information technology from three perspectives: business to consumers, business-to-business, and intra-organizational.

Examination of e-commerce in altering the structure of entire industries, and how it affects business processes including electronic transactions, supply chains, decision making and organizational performance.

Once you have logged in successfully, your name is shown on the top right corner of the site.

[Subscribe to this forum](#)

How do I login to my Moodle account?



## **How do I login via Moodle Mobile App**

Engaging with Moodle Resources and Activities

# Getting Started: Logging via Moodle Mobile App



EZRA UNIVERSITY

Connect to Moodle



Please enter the URL of your Moodle site. Note that it might not be configured to work with this app.

moodle.ezrauniversity.com

Connect!

The Moodle Mobile App is available to download from the [App Store](#) or [Google Play](#). Once you've installed it on your device, you're ready to log in to your school's Moodle site.

**Step 1:** Install the app directly from your mobile device or tablet by searching for 'Moodle app'.

**Step 2:** In Site address, enter: [moodle.ezrauniversity.com](http://moodle.ezrauniversity.com) Then hit "Connect".



Log in



EZRA  
UNIVERSITY

EZRA UNIVERSITY ONLINE CLASS

<http://moodle.ezrauniversity.com>

teststudent



Log in

[Forgot your username or password?](#)

Once you've connected to Ezra University's Moodle site;

**Step 3:** Enter your login information and click "Log in".

How do I login to my Moodle account?

How do I login via Moodle Mobile App?



**Engaging with Moodle Resources and Activities**





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After you log in, the “**Main Page**” will be displayed on your screen. It gives you an overview of all your courses you have registered and items that need your attention.



Test Student

Home ▶ Dashboard

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## COURSE OVERVIEW

Timeline

Courses

In progress

Future

Past

0%

### Introduction to E-commerce

resents concepts and skills for the strategic use of e-commerce and related information  
n three ...

### Spreadsheet Fundamental

« 1 »

## UPCOMING EVENTS

Course Project is due  
Sunday, 29 September, 12:00 AM

[W1A1]Create your first listing is due  
Sunday, 29 September, 12:00 AM

[W1A1] A case study of Netflix is due  
Tuesday, 1 October, 12:00 AM

Midterm  
Tuesday, 1 October, 5:00 PM

[Go to calendar...](#)

## CALENDAR

September 2019						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

The dashboard gives you a “**Course Overview**” of all your courses you have registered and items that need your attention.

Here you can quickly get to assignment activities, quizzes and other items. Use this section to briefly keep up-to-date!



Test Student

Home ▶ Dashboard

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## LATEST BADGES

You have no badges to display

## COURSE OVERVIEW

Timeline

Courses

In progress

Future

Past

### Introduction to E-commerce

0%

... and related information

**Upcoming Events:** Check your upcoming assignments, midterms, and finals.

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◀ September 2019 ▶

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Home ▶ Dashboard

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### LATEST BADGES

You have no badges to display

**Calendar:** Use Calendar to track due dates in your courses.

When you are on the main Moodle page, the calendar will contain notices for each of your different classes. Then once you go into a particular class, you'll only see information about that one course, may look like as below:



Calendar

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Events key

- Hide university events
- Hide course events
- Hide group events
- Hide user events

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### CALENDAR



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#### LATEST BADGES

You have no badges to display

#### COURSE OVERVIEW

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#### Introduction to E-commerce



This course presents con...

#### Spreadsheet Fundamental




**Latest Badges:** Earning badges is an electronic way to demonstrate that you have mastered a specific skill. Moodle badges may be awarded based on a variety of criteria chosen by your professor.

#### UPCOMING EVENTS

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**Test Student**

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**Profile:** In your Profile you can view and choose to edit your personal settings such as editing profile information and preferences, viewing course details, tracking forum posts/discussions, and checking any reports you have access to.

[Edit profile](#)

[Browser sessions](#)

[Grades overview](#)

[Grade](#)

#### Course details

##### Course profiles

[Spreadsheet Fundamental](#)

[Introduction to E-commerce](#)

#### Miscellaneous

[Blog entries](#)

[Forum posts](#)

[Forum discussions](#)

[Open Forum posts](#)

[Open Forum discussions](#)

[Learning plans](#)

#### Login activity

##### First access to site

Friday, 20 September 2019, 12:35 AM (5 days 16 hours)

##### Last access to site

Wednesday, 25 September 2019, 4:56 PM (now)

#### Mobile app

Mobile app connected

Test Student

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[Messages](#)

[Preferences](#)

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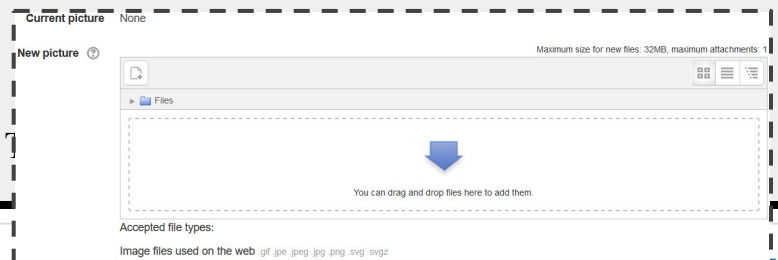
- Dashboard
- Profile**
- Grades
- Messages
- Preferences
- Log out

**Edit Profile:** To access and edit your profile, open the drop-down menu that appears next to your name on the top right corner of the page and select **“Profile”**. Once on the next page, select **“Edit profile”**. There you will be able to add some biographical information and/or upload a picture of yourself.

You can upload a photo using the drag-and-drop function to place an image file (such as jpg or png) into the upload drop-box. Make sure to click the **“Update Profile”** button to save any changes.

[Edit profile](#)

***NOTE:*** Make sure to upload an appropriate picture. This is the profile picture which everyone can see, so please exercise professional discretion in choosing an appropriate text and image that will appear on your profile. It is advisable that you **upload a photo of ‘yourself’** so that others can identify you in class and around the campus.





For information beyond this guide and/or relating to a specific course, please contact your professor directly.

For login problems, please contact the Department of Online Education at the following email address. We will respond within 48 hours.

### ***Contact Information***

*email:* [info@ezrauniversity.org](mailto:info@ezrauniversity.org)