

ITRC Guide

An Introduction to Moodle for Faculty

What is Moodle?

Moodle is Learning Management System (LMS) used by ISU. It facilitates delivery of online courses and online materials in a hybrid course.

How do I request a Moodle course?

When the course schedule is created you may request a Moodle site for your course at the same time. If the course schedule has been completed, you may contact your course scheduler who will contact the Registrar's office to have a Moodle site added to your course.

Where Can I Find a Link to Moodle?

You can find a link to Moodle by going to the Idaho State University homepage

(<http://www.isu.edu>), and then clicking on the **BengalWeb** link.



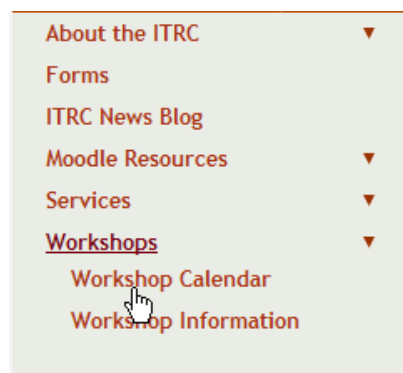
Once you're at the BengalWeb page, enter your user name and password. Once logged in, click on the Moodle icon.



Alternatively, you could type elearning.isu.edu in your web browser. Or from the Faculty and Staff page at www.isu.edu/faculty.shtml, click on **Moodle** on the left under *Teaching and Advising*.

Where and How Do I Get Help with Moodle?

The Instructional Technology Resource Center provides support over the phone (x5880), has a drop in lab available during business hours and offers free workshops at the located in room B17 in the basement of the Oboler Library. To see what dates and times workshops are available, go to the ISU homepage, click on **Faculty & Staff**, then under *Teaching and Advising* click **Instructional Technology Resource Center (ITRC)**. Click on Workshops to open the drop down menu and then click on **Workshop Calendar**.



Once you are at the calendar, you'll notice that it displays the various workshops held for the current month. Also, you'll notice many Moodle workshops that are generally offered Monday through Thursday. If you are interested in signing up for any of these workshops, just click on the title of any workshop and then click on the **Sign up now** link and register with your information.

Mozilla Firefox and Other Browsers

Mozilla Firefox is an open source browser strongly recommended for Moodle and supported by the ITRC. Other browsers may be used such as Internet Explorer, Netscape, Safari, etc., but there are often issues of compatibility with them and Moodle.

If you don't already have Firefox installed, you can download it for free from: <http://www.mozilla.com/en-US/firefox/> (either Mac or PC versions) and click on the "Download Firefox – Free" link. When given the option to run or save, select save in order to download the installation file to the desktop. Once downloaded, double-click on the installation file to install.

How do I Sign In and Out of Moodle?

To sign into Moodle, you will need to know your username and password. Your username is the same as the first part of your e-mail address. For example, if your ISU email is doejane@isu.edu, your user name is "doejane". The password for Moodle ISU is the same as the password for your ISU email. If you have forgotten your password, call the help desk at 282-HELP (4357).

To log out, go to the upper right hand corner of the screen and click on **Logout**, next to your name.

You are logged in as Abu Al-Khwarizmi (Logout)

Why am I Having Problems with Moodle?

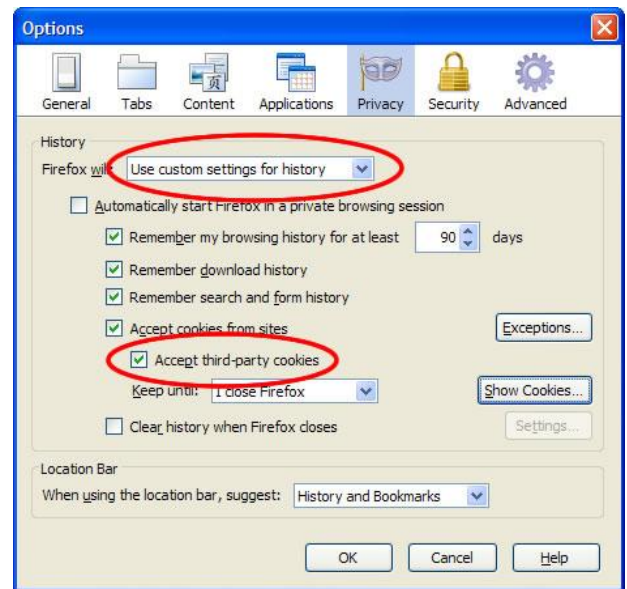
You might be having problems with Moodle if:

- Cookies are disabled.
- The pop-up blocker is blocking pop-ups from Moodle.
- JavaScript is blocked.

Moodle must have cookies and JavaScript enabled in order for you to log into Moodle.

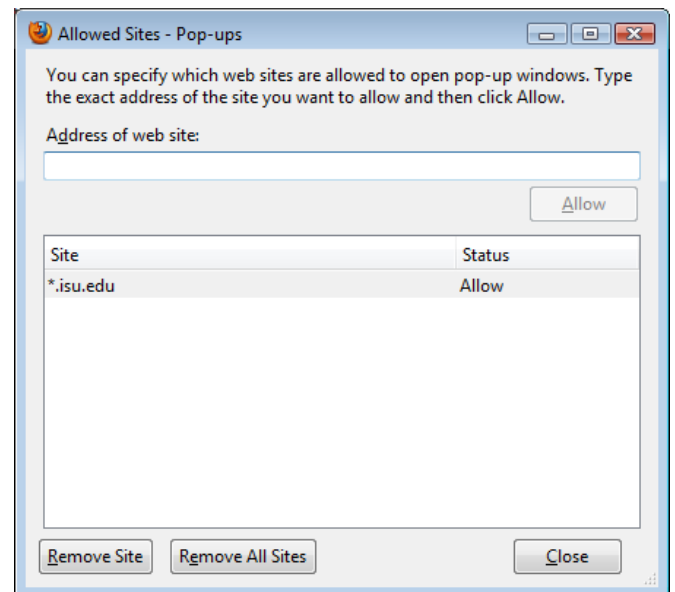
To enable cookies and JavaScript in Firefox:

1. Click on **Tools** in the browser
2. Select **Options**
3. Click the **Privacy** tab
4. In the 'Firefox will:' drop down select 'Use custom settings for history'
5. Check "Accept cookies from sites."
6. Go to the **Content** tab
7. Check "Enable JavaScript."
8. Click **OK** to accept any changes.



There are some functions in Moodle that require that the popup blocker is off. To enable pop-ups in Firefox:

1. Click on **Tools** in the browser
2. Select **Options**
3. Click on the **Content** tab
4. Click on **Exceptions**
5. In the **Address of web site** field, type ***.isu.edu**
6. Click **Close**
7. Click **OK** to save and close.



For more information please see the teacher documentation at <http://docs.moodle.org>



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