

Installing & Starting Moodle-

1. For installing moodle following software & Hardware is needed-

- a. Server Machine with 8 to 16 GB RAM
- b. Need one more backup server is more preferable
- c. Operating System – Linux (Redhat or Ubuntu)
- d. xampp-linux-1.8.3-5-installer.run file
- e. moodle-latest-31 bundle or higher

2. for installing XAMPP

- i. Simple open terminal and write following command-

`./ xampp-linux-1.8.3-5-installer.run`

3. For opening XAMPP -

- i. Open terminal
- ii. Go inside opt folder and write the following command
`./start xampp`
- iii. For stopping the service
`./stop xampp`

4. For stopping online access of the moodle

- a. Go inside xampp->htdocs->moodleugi and rename this folder with any other name online accessing will be stopped
- b. For online access again revert the name

Roles & Responsibilities

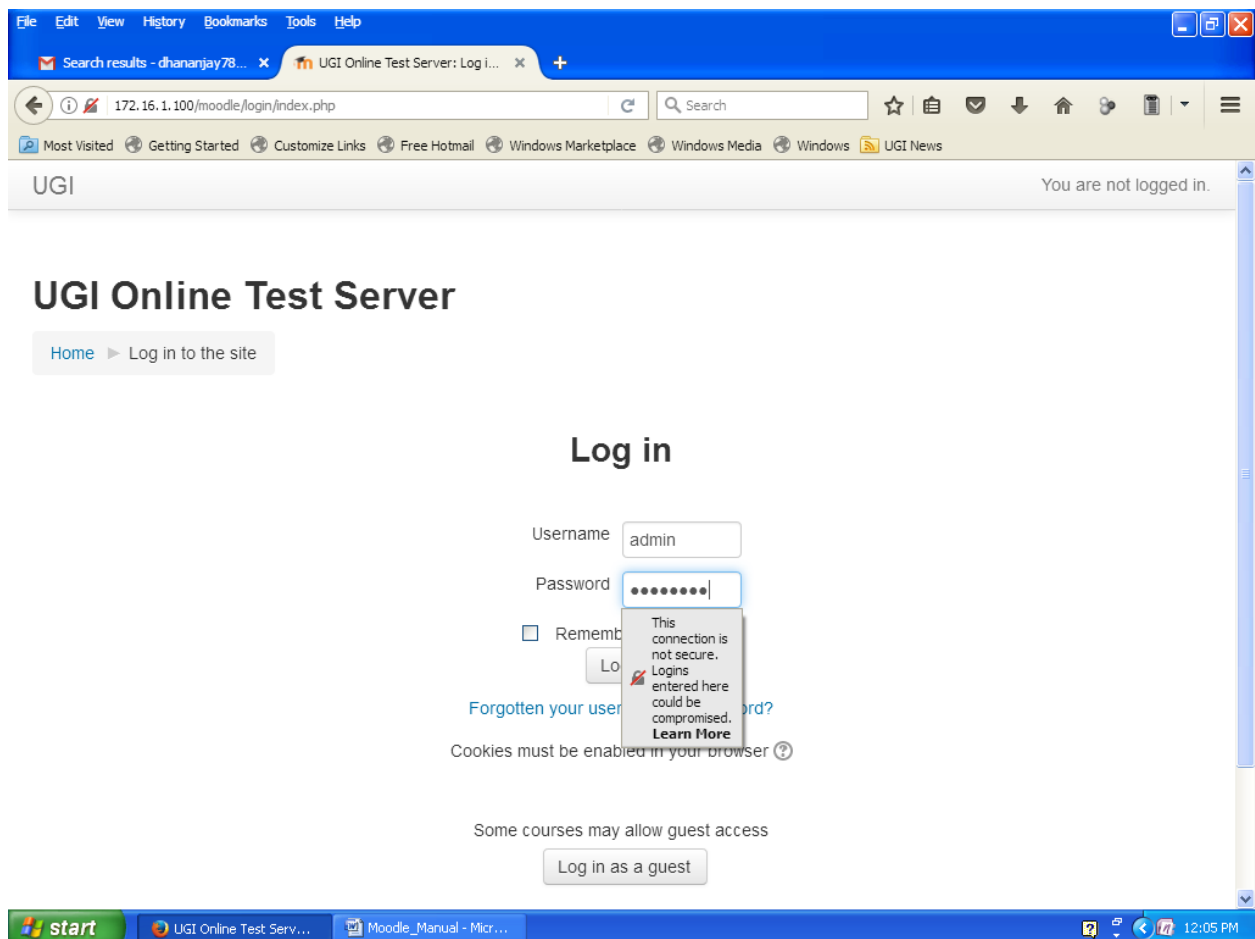
Roles & Responsibilities	Person Name
Configuring Moodle & Technical Supervision	Mr. Dhananjay Sharma, Mr. Chetan Vyas
<ul style="list-style-type: none"> • Test Server Management • Installing New Moodle website if neede • Starting Moodle Server • Stopping Moodle Server • Continuous observing server load status during exam • Making moodle online/offline 	Server Admin of Both Campus(UCER & UIT-UCEM)
<ul style="list-style-type: none"> • Test Paper Setting • & Cross checking the Uploaded Paper(Check for wrong options spelling mistakes etc) • Scheduling Mock Test • Taking Permission for Test from Technical 	CRC Team

<p>Head</p> <ul style="list-style-type: none"> • Scheduling Test (creating seating plan, required invigilators for class room duty, total lab requirement, total number of Lab instructors required & others related to test scheduling) 	
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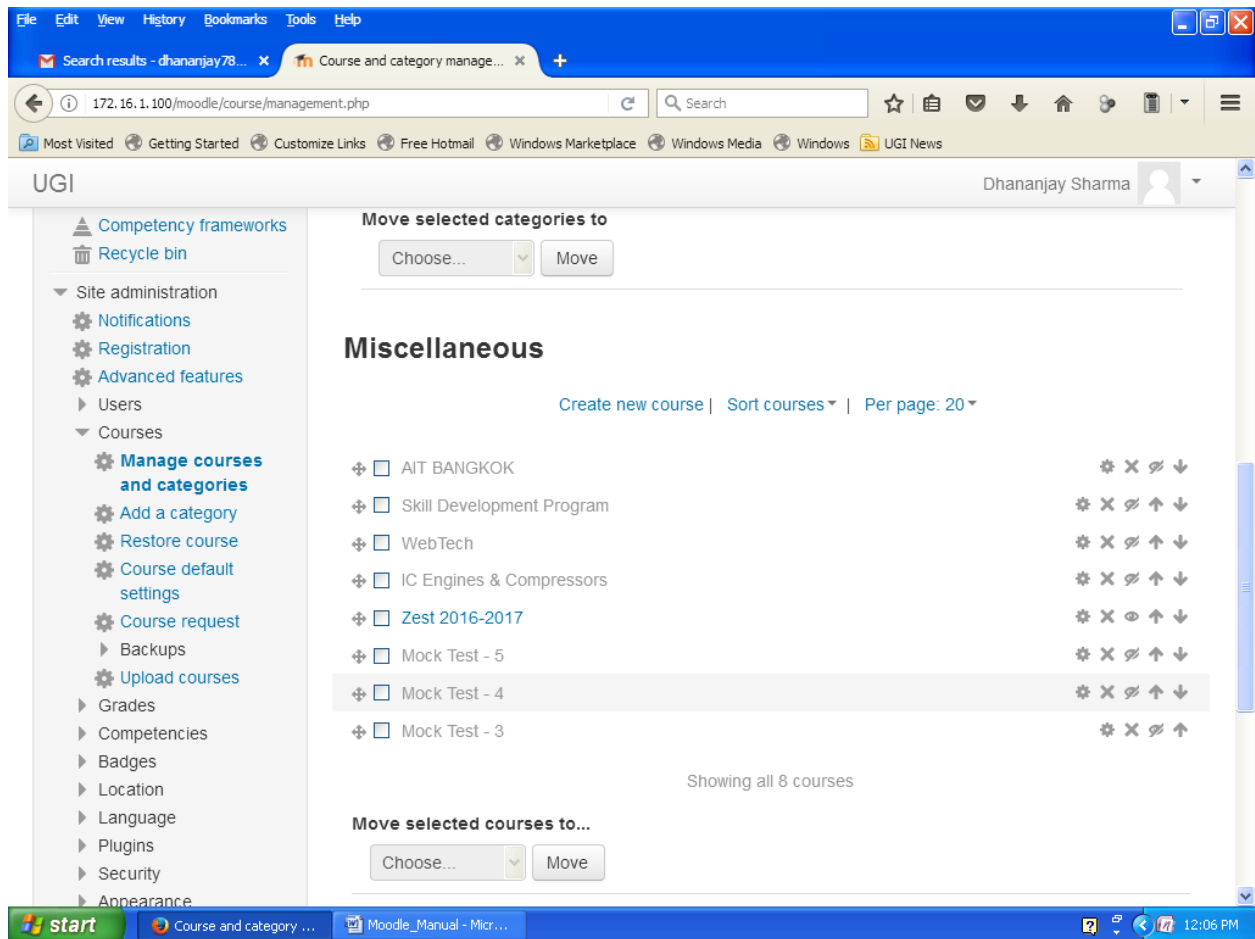
Course & Quiz Creation

Steps for Creating Course

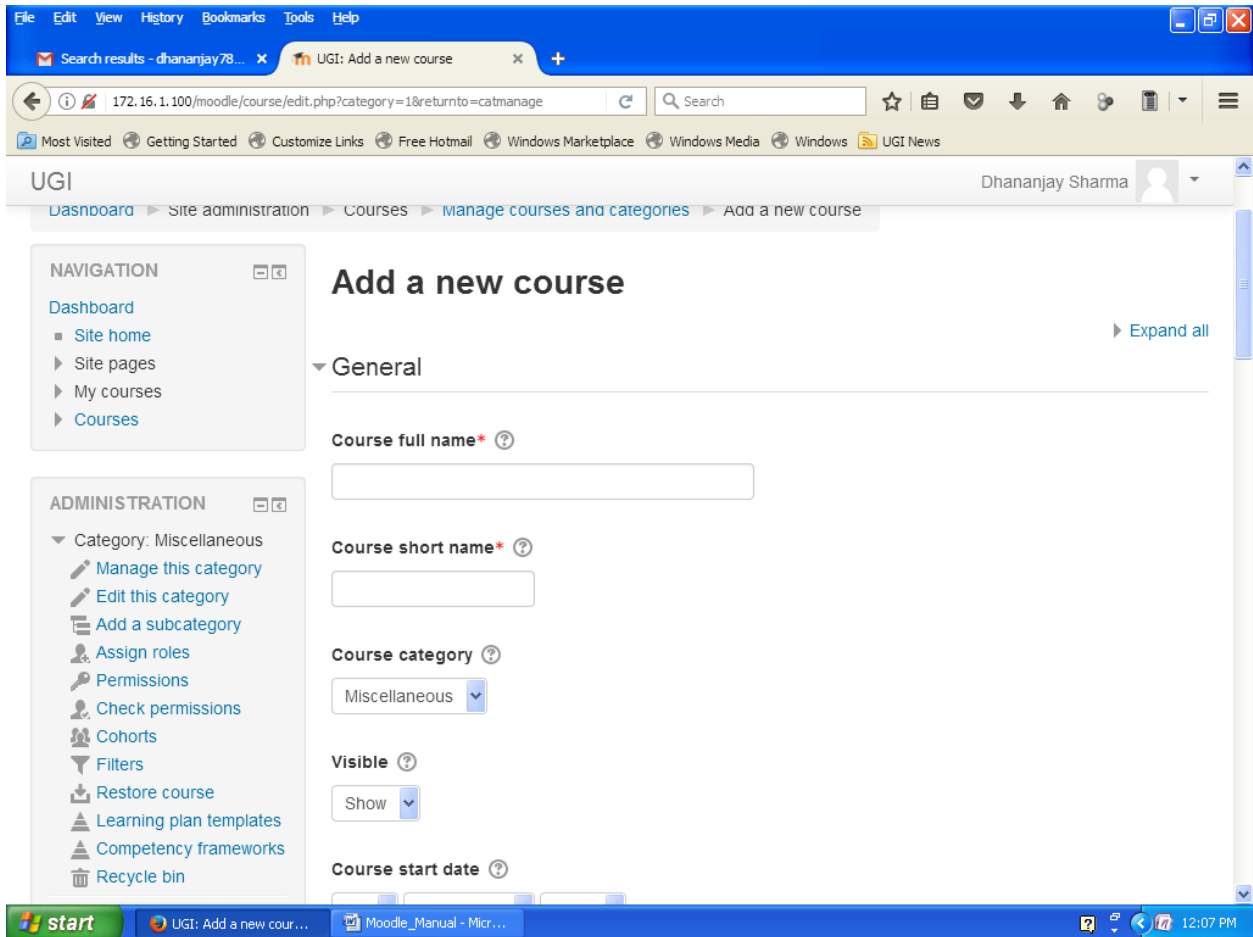
1. Initially we need to create a course (one time process). The steps are –
 - a. Login inside the moodle by typing 172.16.100/moodle
2. The login window is –



3. Go inside Site Administration>>Courses>>Manage Courses & Categories



4. Click on Create New Course & fill the course details-



5. Finally click on Save & Display
6. After that you have to enroll the users for the particular course. The steps are –
7. Again Click on Course in Dashboard Section and then select your newly created course
8. Then go inside Course Administration and after that select users>>Enroll Users the following window will appeared.

The screenshot shows a web browser window displaying a Moodle course page. The browser's address bar shows the URL `172.16.1.100/moodle/enrol/users.php?id=11`. The page title is "Test Course: 0 enrolled users". The breadcrumb trail is "Dashboard > Courses > Test > Users > Enrolled users".

On the left, there is a "NAVIGATION" sidebar with the following items:

- Dashboard
 - Site home
 - Site pages
- Current course
 - Test
 - Participants
 - Badges
 - General
 - 3 May - 9 May
 - 10 May - 16 May
 - 17 May - 23 May
 - 24 May - 30 May
 - 31 May - 6 June
 - 7 June - 13 June
 - 14 June - 20 June
 - 21 June - 27 June
 - 28 June - 4 July

The main content area is titled "Enrolled users" and contains a search and filter section with the following controls:

- Search:
- Enrolment methods: All (dropdown)
- Role: All (dropdown)
- Group: All particip... (dropdown)
- Status: All (dropdown)
- Buttons: Filter, Reset
- Enrol users button

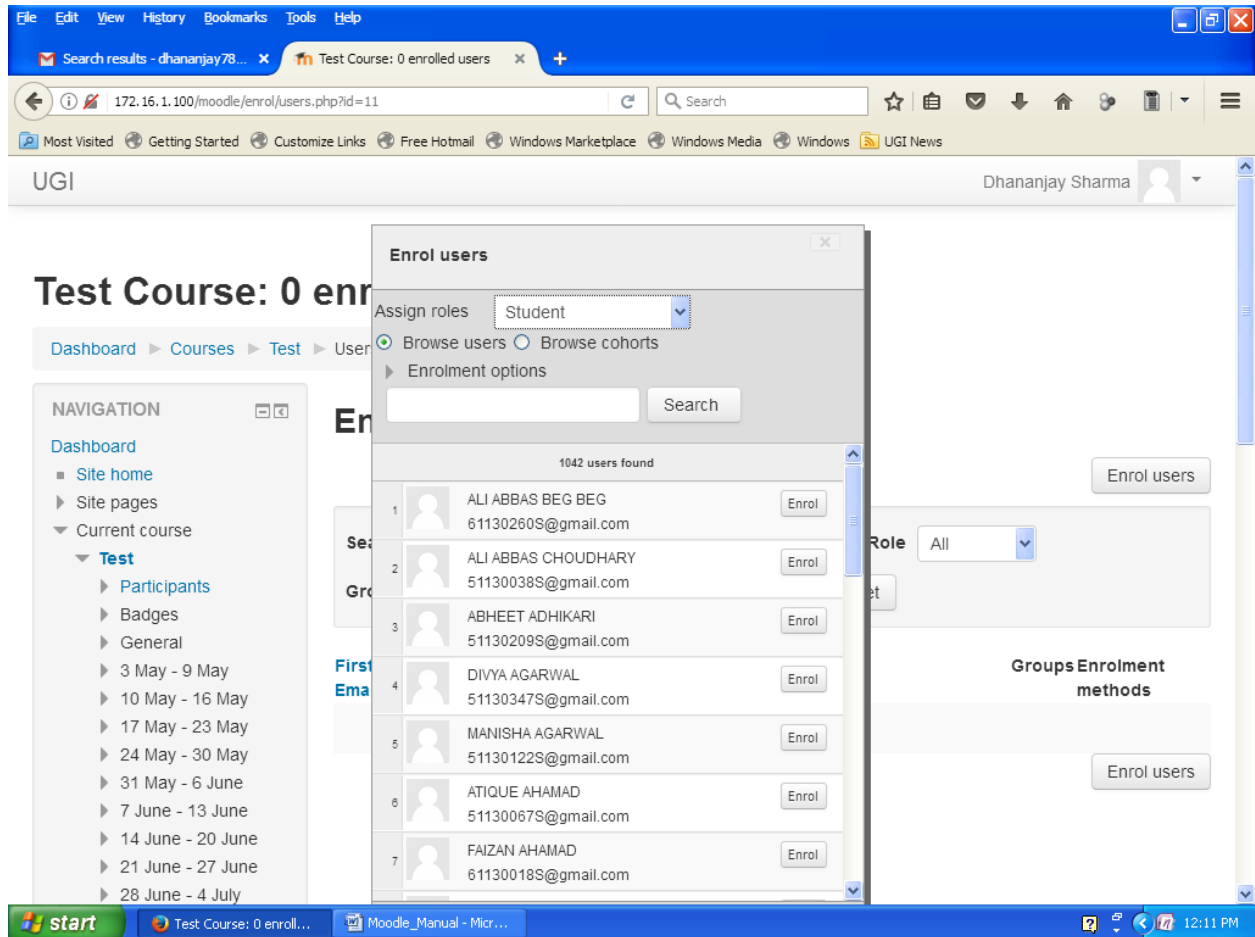
Below the filters is a table header with the following columns:

- First name / Surname (with an upward arrow)
- Last access to course
- Roles
- Groups
- Enrolment methods

The table body is currently empty. There is another "Enrol users" button at the bottom right of the table area.

The Windows taskbar at the bottom shows the Start button, several open applications (including "Test Course: 0 enroll..." and "Moodle_Manual - Micr..."), and the system tray with the time 12:10 PM.

9. Then click on Enroll Users –



10. After that check browse cohorts option and then select the particular cohorts. Also take care Assign role by default it will be student but if you want to create manager for the course you need to change the roll. **You need to also enroll yourself as manager of the course.**
11. Finally click on Finish Enrolling. Now we can set the test.

Steps for setting Test

1. Login yourself and select your course where you want to place quiz.
2. Click on Turn Editing on Button.

The screenshot shows a web browser window displaying a Moodle course page. The browser's address bar shows the URL `172.16.1.100/moodle/course/view.php?id=11`. The page title is "Test Course".

At the top right, the user's name "Dhananjay Sharma" is visible next to a profile icon. Below the name is a "Turn editing on" button.

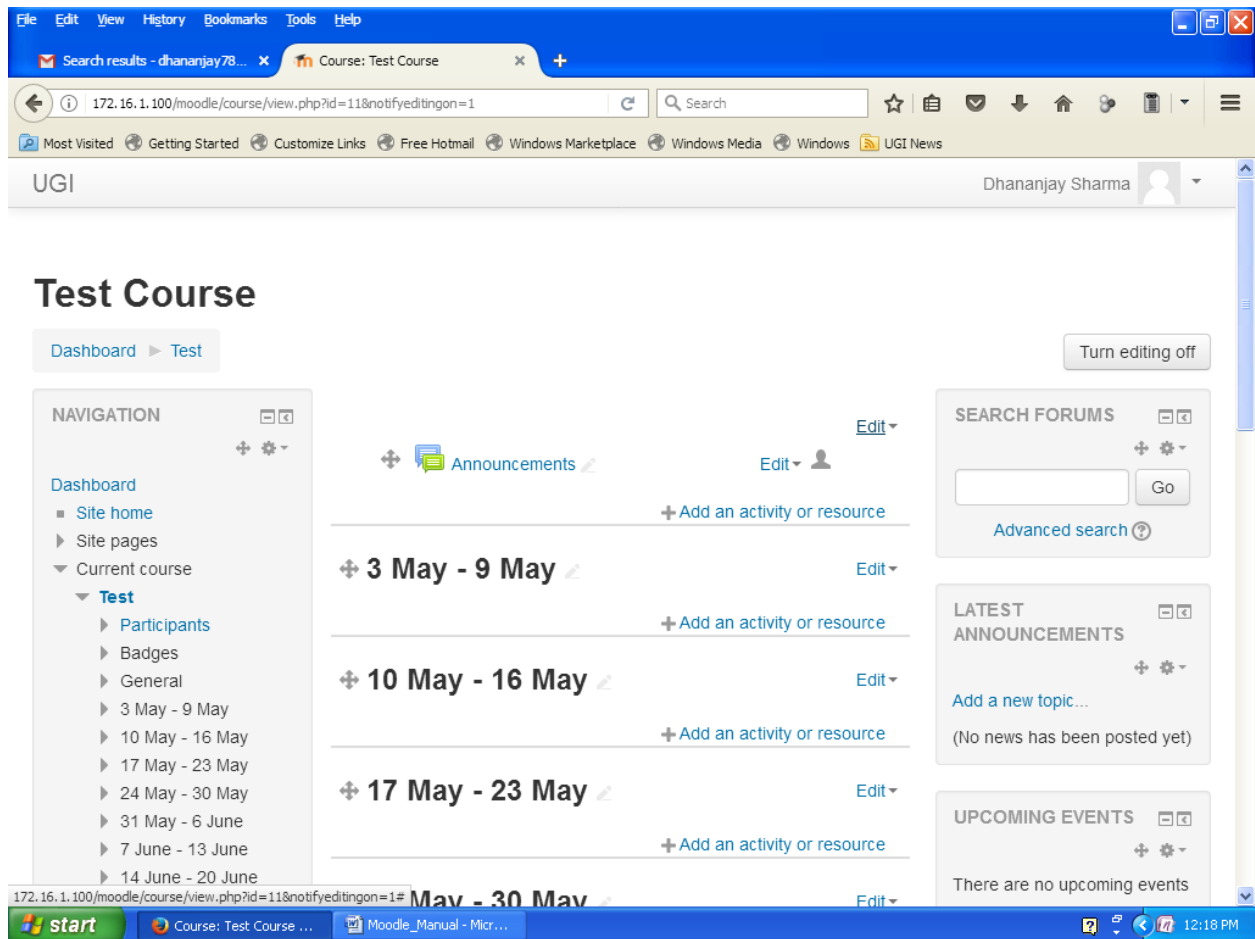
The main content area is titled "Test Course" and features a "Dashboard" breadcrumb. A "NAVIGATION" sidebar on the left lists the following items:

- Dashboard
 - Site home
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 - Current course
 - Test**
 - Participants
 - Badges
 - General
 - 3 May - 9 May
 - 10 May - 16 May
 - 17 May - 23 May
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 - 28 June - 4 July

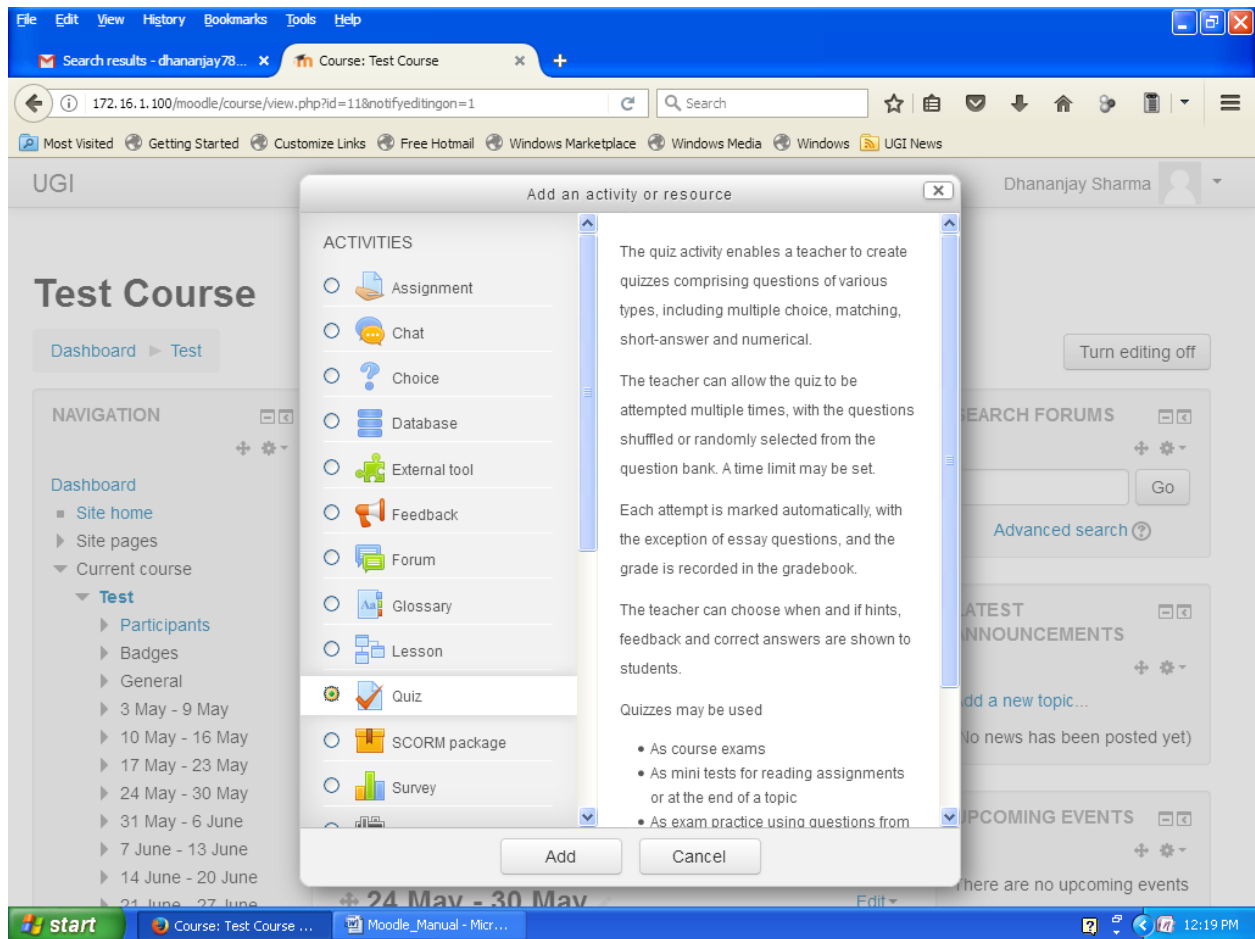
The main content area displays a "SEARCH FORUMS" section with a search input field and a "Go" button. Below this is a "LATEST ANNOUNCEMENTS" section with a link to "Add a new topic..." and a note that "(No news has been posted yet)". At the bottom right, there is an "UPCOMING EVENTS" section stating "There are no upcoming events" with links to "Go to calendar..." and "New event...".

The bottom of the browser window shows the Windows taskbar with the "start" button and several open applications: "Course: Test Course ...", "Moodle_Manual - Micr...", and the system clock showing "12:17 PM".

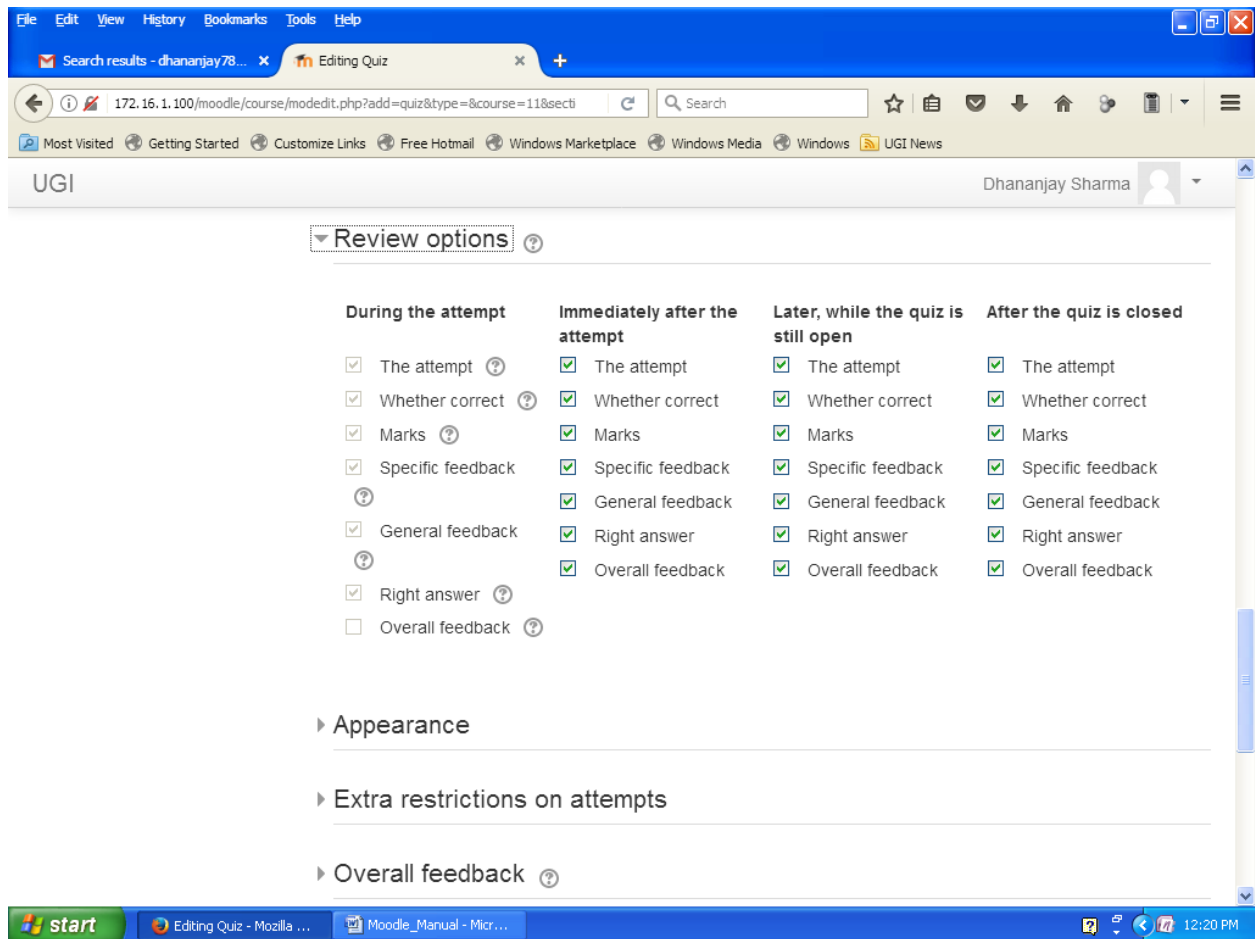
3. Now click on Add an Activity or Resource



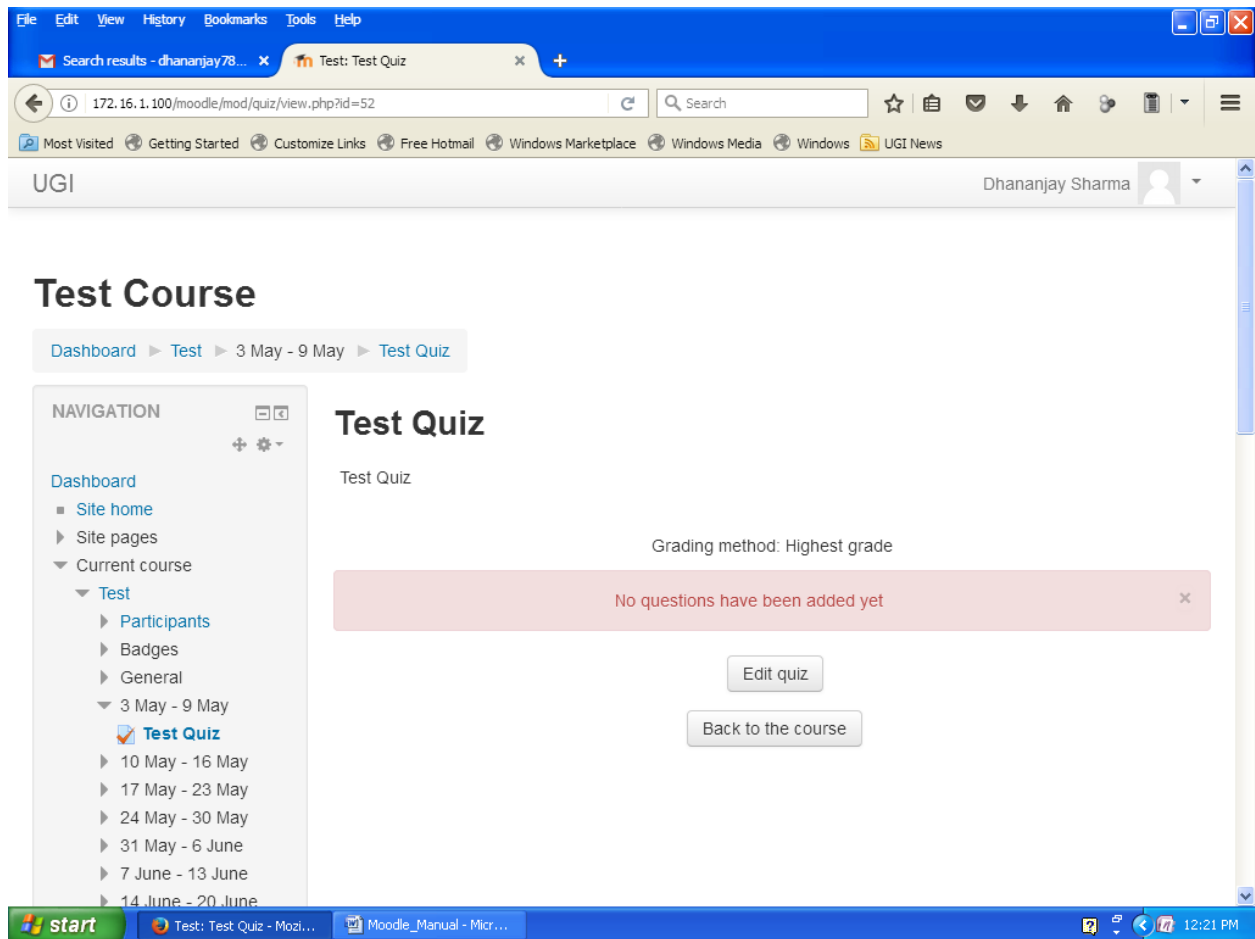
4. Now Select Quiz and click on add button.



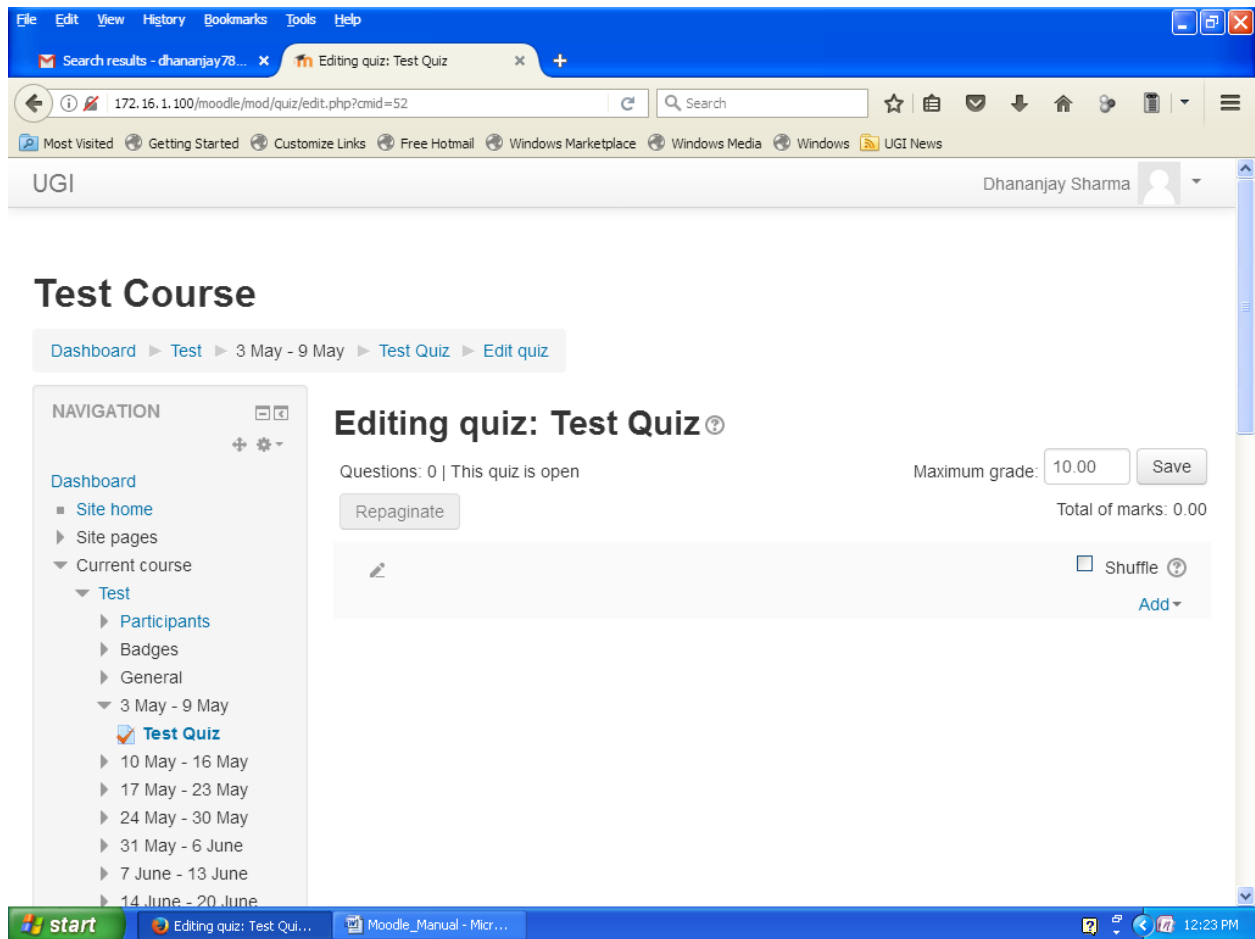
5. Now Select the quiz name, description, timing, Grade (number of attempt), Review options.



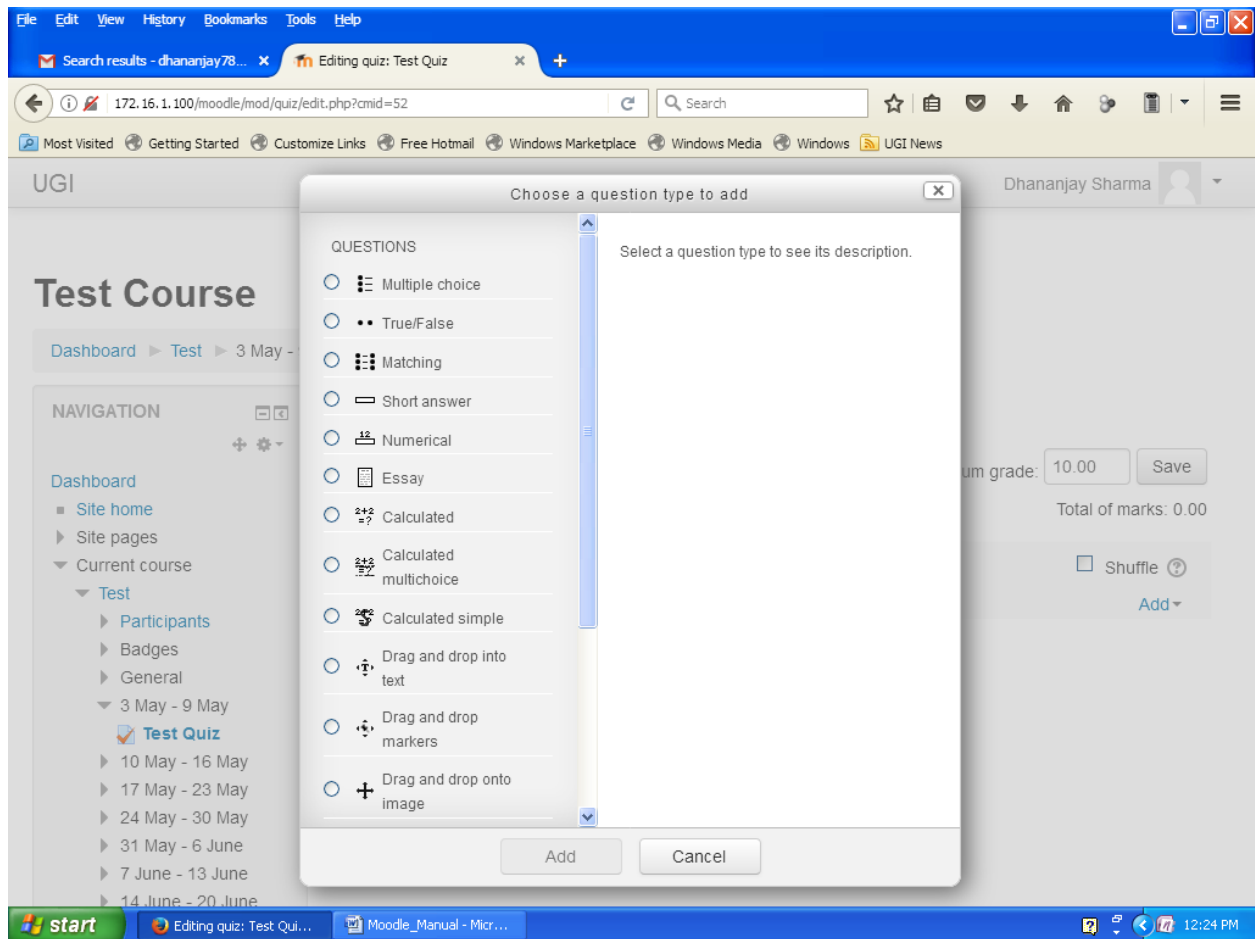
6. And finally click on save and display. Now the following window will appear-



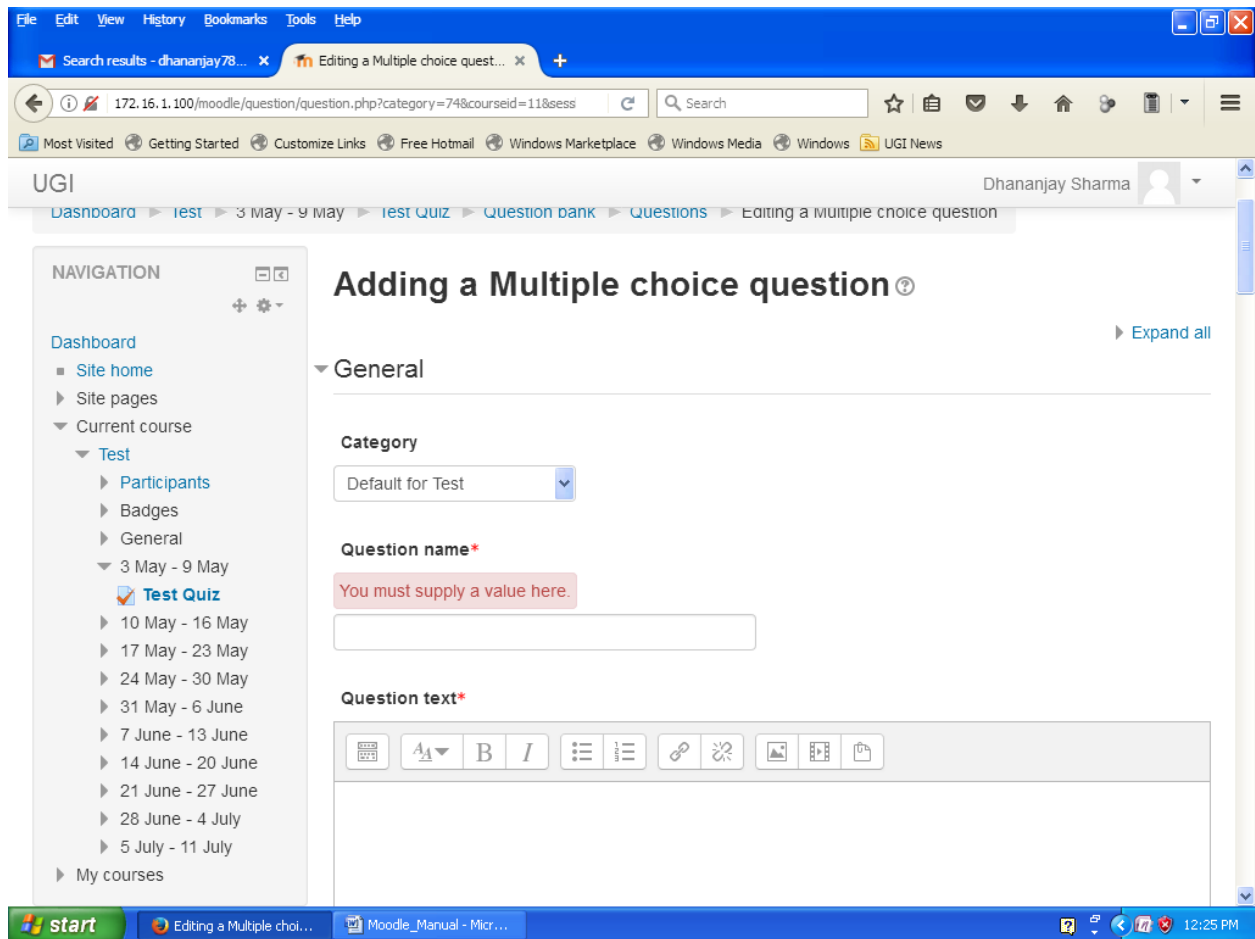
7. Now for adding Questions we must click on Edit Quiz Button.



8. Now click on Add>>New Question Button, for adding a question.



9. Select type of question , Suppose I chose multiple choice-



10. In question name section define the question number and in question text define the question text like-

File Edit View History Bookmarks Tools Help

Search results - dhananjay78... x Editing a Multiple choice quest... x +

172.16.1.100/moodle/question/question.php?category=74&courseid=11&sess Search

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UGI Dhananjay Sharma

Dashboard ▶ Test ▶ 3 May - 9 May ▶ Test Quiz ▶ Question bank ▶ Questions ▶ Editing a multiple choice question

NAVIGATION

Dashboard

- Site home
- Site pages
- Current course
 - Test
 - Participants
 - Badges
 - General
 - 3 May - 9 May
 - Test Quiz**
 - 10 May - 16 May
 - 17 May - 23 May
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 - 7 June - 13 June
 - 14 June - 20 June
 - 21 June - 27 June
 - 28 June - 4 July
 - 5 July - 11 July
 - My courses

Adding a Multiple choice question ?

Expand all

General

Category

Default for Test

Question name*

1

Question text*

HTML stands for

start Editing a Multiple choi... Moodle_Manual - Micr... 12:26 PM

11. Define the default marks(by default it is 1). & Answers that is Choice 1, Choice 2 etc

The screenshot shows a web browser window with the URL `172.16.1.100/moodle/question/question.php?category=74&courseid=11&sess`. The page title is "Editing a Multiple choice quest...". The user is logged in as "Dhananjay Sharma". The main content area is titled "Answers" and contains two choice editing sections: "Choice 1" and "Choice 2".

Choice 1 section includes:

- A rich text editor toolbar with icons for text color, bold, italic, list, link, unlink, image, table, and insert.
- A text area containing the text "HyperText Markup Language".
- A "Grade" dropdown menu set to "100%".
- A "Feedback" section with its own rich text editor toolbar.

Choice 2 section includes:

- A rich text editor toolbar with icons for text color, bold, italic, list, link, unlink, image, table, and insert.

The Windows taskbar at the bottom shows the "start" button, open windows for "Editing a Multiple choi...", "Moodle_Manual - Micr...", and the system clock at 12:27 PM.

12. For correct answer make grade 100% & finally click on save changes. Add all the question by repeating the previous steps and finally click on Save button for finally paper submission.

File Edit View History Bookmarks Tools Help

Search results - dhananjay78... x Editing quiz: Test Quiz x +

172.16.1.100/moodle/mod/quiz/edit.php?cmid=52&cat=74%2C5558&qpage=c Search

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UGI Dhananjay Sharma

Test Course

Dashboard > Test > 3 May - 9 May > Test Quiz > Edit quiz

Editing quiz: Test Quiz

Questions: 1 | This quiz is open Maximum grade: 10.00 Save

Repaginate Total of marks: 1.00

Shuffle

Page 1 Add

1 HTML stands for 1.00 Add

start Editing quiz: Test Qui... Moodle_Manual - Micr... 12:29 PM

- Remember until no one attempt the quiz then we can edit it but after any single attempt we can not edit into it.