How to move items around the Moodle page

Moodle Help & Support
This refers to Moodle 2.7 from July 2015 onward

How to move items around the Moodle page

You can easily drag and drop items to move them around a Moodle page. To do this, click on the Turn editing on button (top right).

Click and hold to drag the crossed arrows icon next to the section or resource you’d like to move. (indicated on the left of the screenshot below)

Editing icons

Cross / crossed arrows: Click on and hold down this icon

to drag items around the page

Other editing icons

Pencil: This will edit the title of the resource. Make sure you press Enter to save your changes.

Edit settings: This will give you access to the full range of settings for the resource or activity.

Move right: This will indent an item to the right hand side. (Once the Move right option is used, the Move left option will be added to the Edit drop down menu)

Hide: This makes the item unavailable to students.

Duplicate: This copies the item, which will then appear below. This is useful for creating multiple items that might share similar information.

Assign roles: By assigning a role to a user in a context, you are granting them the permissions contained in that role, for the current context and all lower contexts. For example, if a user is assigned the role of student in a module, they will also have the role of student for all activities and blocks within the module.

Delete: This removes the item completely. Be sure that you wish to delete the item, as it cannot be retrieved once removed.

The following video explains how to move items around the page in Moodle.
Similar tutorials

The following other resources are also relevant to this topic:

- How to copy or import a resource or activity (or multiple items) from one module to another
- How to change the number of topics in my module
- How can I change the order of the modules on my My home page?
- Students can't see something in my module - I can see it greyed out
- Magic with Moodle 3 - Layout and Images
- How to move or customise the location of blocks
- How to navigate around the Moodle page
- How to close and dock blocks
- How to manage hidden resources, sections and modules
- How to navigate to modules NOT in your Module Overview

Queries, comments or questions?

Please contact your local elearning support team.

Incorrect?

If you have any comments on how you think this help can be improved then please email Learning-Technologies@nottingham.ac.uk