

Help for Category Admin and School Support

Moodle Administrators training dates: September 2016

There are three types of session.

Staff are encouraged to attend the combination of sessions that is appropriate to their role.

Moodle Front of House

For those who will have a role that allows them to see everything in Moodle but will have no need to edit, e.g., Front of House and Welfare staff or anyone who might fill in at front of house.

A one-hour session with opportunities to ask questions.

Dates

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| Tuesday 13 th September | 2-3 pm | A25 Law & Social Sciences, Univ. Park |
| Friday 16 th September | 10-11am | A24 Pope Building, University Park |

Key Moodle Basics (with School Support Training)

For anyone who will have a role across a whole school or a number of schools and may be asked to add materials to modules, edit, send out announcements etc. This will include some School-based staff, some Programme staff. If you will need to carry out tasks across multiple modules in Moodle (more than about 4) you will need the School Support role and this training.

A two-hour session with practical activities: those who have previously attended a Key Moodle Basics can attend for the last half hour to get an understanding of School Support role.

If you are not sure what you may be asked to do, please attend this session as it's a good grounding in Moodle.

Dates

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| Thursday 8 th September | 2-4 pm | A37 Dearing Building, Jubilee Campus |
| Tuesday 13 th September | 10 am - noon | Hallward 101, University Park |
| Tuesday 20 th September | 10 am - noon | Hallward 101, University Park |

Moodle Assignments

This is for staff in Assessment teams, and possibly Schools, who will be setting up and administering online Assignments.

This is a 90-minute session which will cover Moodle Assignments and Turnitin.

Even if you are experienced with Assignments, we would ask you to attend as there have been changes to Assignments for the academic year 16-17.

Dates

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| Friday 9 th September | 10-11.30 am | A37 Dearing Building, Jubilee Campus |
| Friday 16 th September | 2-3.30 pm | B16, Trent Building, University Park |

Additional dates are available in Sutton Bonington and as an online webinar: please contact us for details: learning-technologies@nottingham.ac.uk