How to give a user higher level access to a particular activity or block
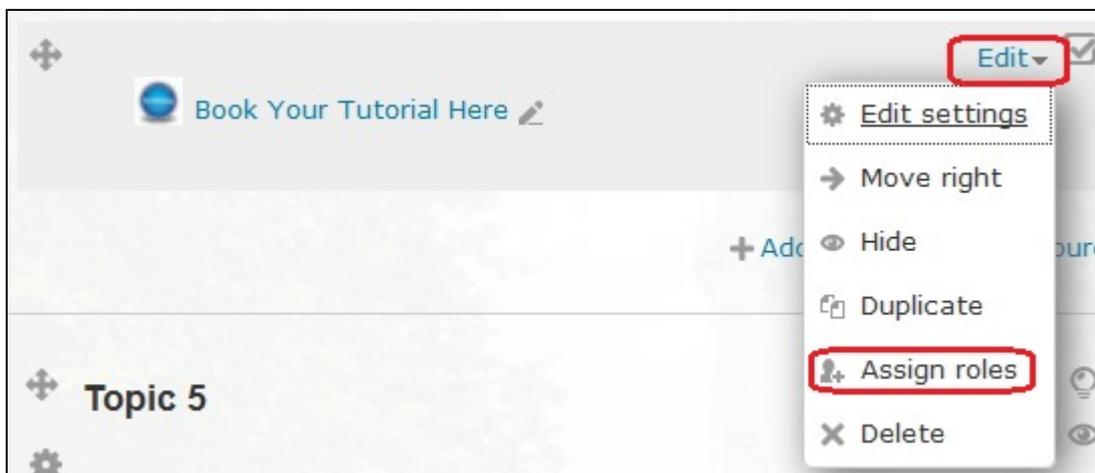
Moodle Help & Support

Giving a user higher level access to an activity or block

Occasionally you may wish to give an individual who is enrolled on your module a different level of access to a particular activity or block. For example, you may wish one of your students to act as a social forum administrator or for a teaching associate to be able to print off seminar attendance sheets. This can be achieved by using the 'assign roles' process.

Giving a user higher level access to an activity or block

Navigate to the Moodle module you want to work in. Click on the **Turn editing on** button (top right).

Go to the activity (or some blocks) you want to assign a role to and click on the **Edit** hyperlink. In the drop-down list select **Assign roles** hyperlink.

Now you must choose the level of access the individual has on this item. For security and simplicity, choose the lowest role that allows the individual to 'get the job done'. In this case we have chosen 'Editor'.

Next, you must choose which individuals will hold this role on this activity or block. Type their name, username or ID number into the right-hand 'search' box, select them from the 'Potential users' panel on the right, then click on 'Add'. Their names will be removed from the right and will appear on the left.
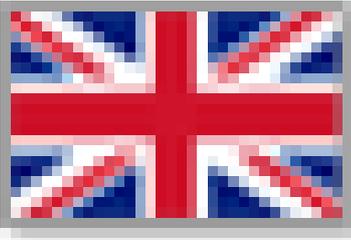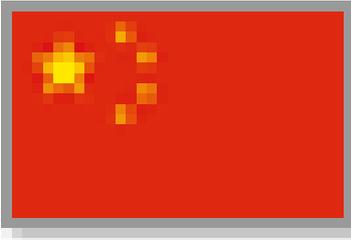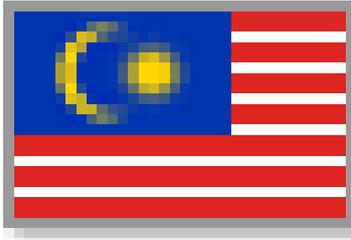
You can now return to the module.

This feature can be used, for example to release resources to students at different times or in different groups

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Queries, comments or questions?

Please contact your local elearning support team.

Phone: (0115 95) 16677
or **email:** itservicedesk@nottingham.ac.uk

Phone: (0574) 8818 0000 (ext. 8915)

or **email:** e-learning-support@nottingham.edu.cn

Phone: (03) 8924 81 99
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Incorrect?

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