



SSNS User Guide

Co-funded by the
Erasmus+ Programme
of the European Union





Table of Contents

| | |
|----------------------------|----|
| Table of figures | 2 |
| What is Moodle..... | 3 |
| SSNS VLE Platform..... | 3 |
| Logging into Moodle | 3 |
| Finding your modules | 4 |
| Your profile..... | 5 |
| Navigating Moodle | 7 |
| Home Page | 7 |
| Dashboard..... | 7 |
| Events | 8 |
| My Courses | 8 |
| Course menu | 8 |
| This Course | 8 |
| Sidebar | 9 |
| Logged in user..... | 9 |
| Level Up!..... | 10 |
| Latest Badges | 11 |
| Accessibility | 11 |
| Global Search..... | 12 |
| Online Users..... | 12 |
| Calendar | 13 |
| Moodle App | 14 |
| How to login..... | 14 |



Table of figures

| | |
|--|----|
| Figure 1: Landing Page..... | 3 |
| Figure 2: Login page..... | 4 |
| Figure 3: Personal Home Page..... | 4 |
| Figure 4: Calendar and Timeline section..... | 5 |
| Figure 5: Personal Profile..... | 6 |
| Figure 6: View and Edit your profile..... | 6 |
| Figure 7: Navigation..... | 7 |
| Figure 8: Home Page..... | 7 |
| Figure 9: Dashboard Page..... | 8 |
| Figure 10: My Courses menu..... | 8 |
| Figure 11: This Course menu..... | 9 |
| Figure 12: Logged in user widget..... | 10 |
| Figure 13: Level Up!..... | 11 |
| Figure 14: Latest Badges..... | 11 |
| Figure 15: Accessibility widget..... | 12 |
| Figure 16: Global Search..... | 12 |
| Figure 17: Users' Online..... | 13 |
| Figure 18: Calendar..... | 13 |
| Figure 19: Moodle App (iOS)..... | 15 |
| Figure 20: Moodle App..... | 16 |
| Figure 21: SSNS URL..... | 16 |
| Figure 22: User Login..... | 17 |
| Figure 23: SSNS Platform..... | 18 |
| Figure 24: SSNS Courses..... | 18 |

SEAFOOD FOR ALL & FOREVER

Co-funded by EU
Erasmus+



What is Moodle

Moodle is a free and open-source learning management system (LMS) written in PHP and distributed under the GNU General Public License. Developed on pedagogical principles, Moodle is used for blended learning, distance education, flipped classroom and other e-learning projects in schools, universities, workplaces and other sectors.

SSNS VLE Platform

Moodle (<http://ssns-vle.eu>) is SSNS project's online education platform. Within this platform are spaces corresponding to your modules, and within each space you will find a range of possible information, materials and activities. All taught modules have a Moodle space.

Logging into Moodle

Go to <http://ssns-vle.eu/> in your browser. Click the login button on the upper right corner (Figure 1) and fill the login form (Figure 2).

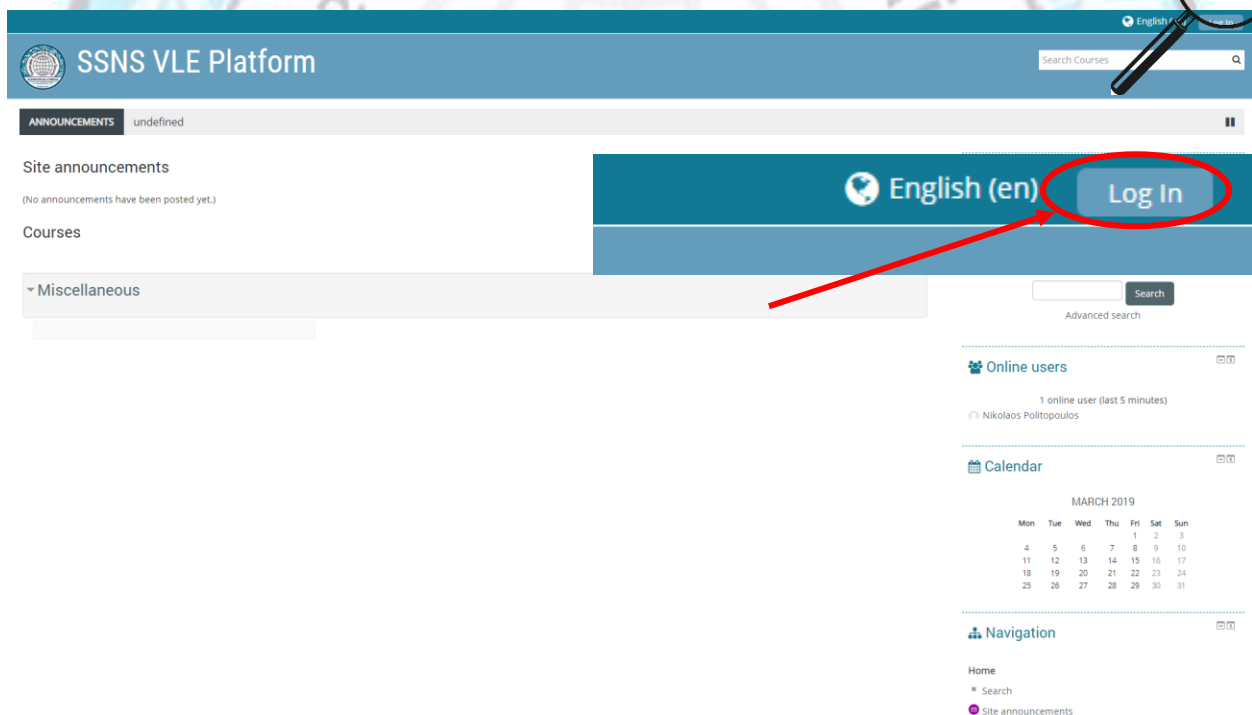


Figure 1: Landing Page

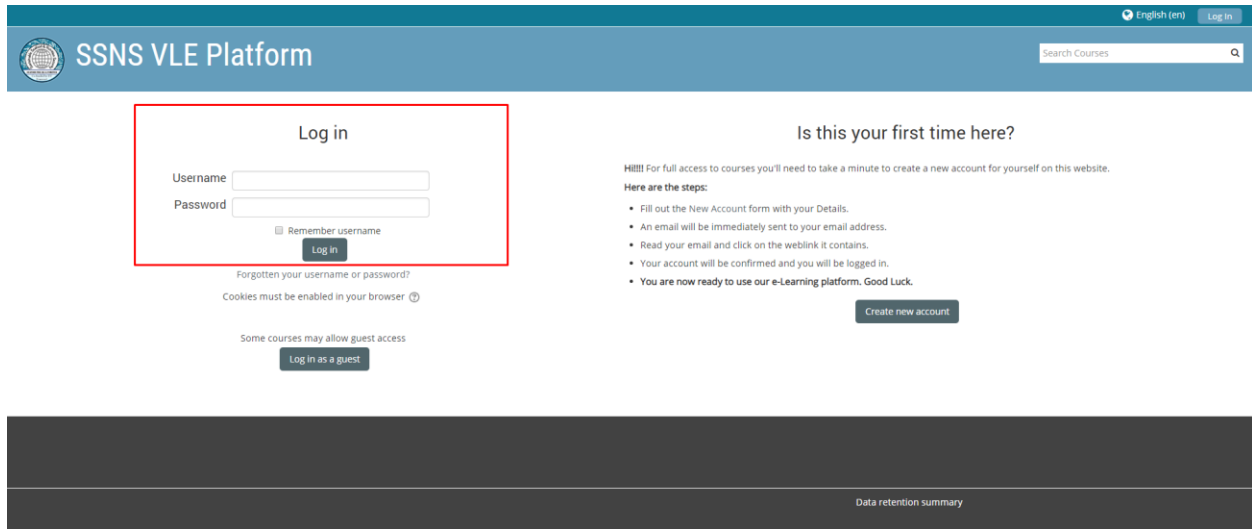


Figure 2: Login page

After you successfully login you will be redirected at your personal home page (Figure 3).

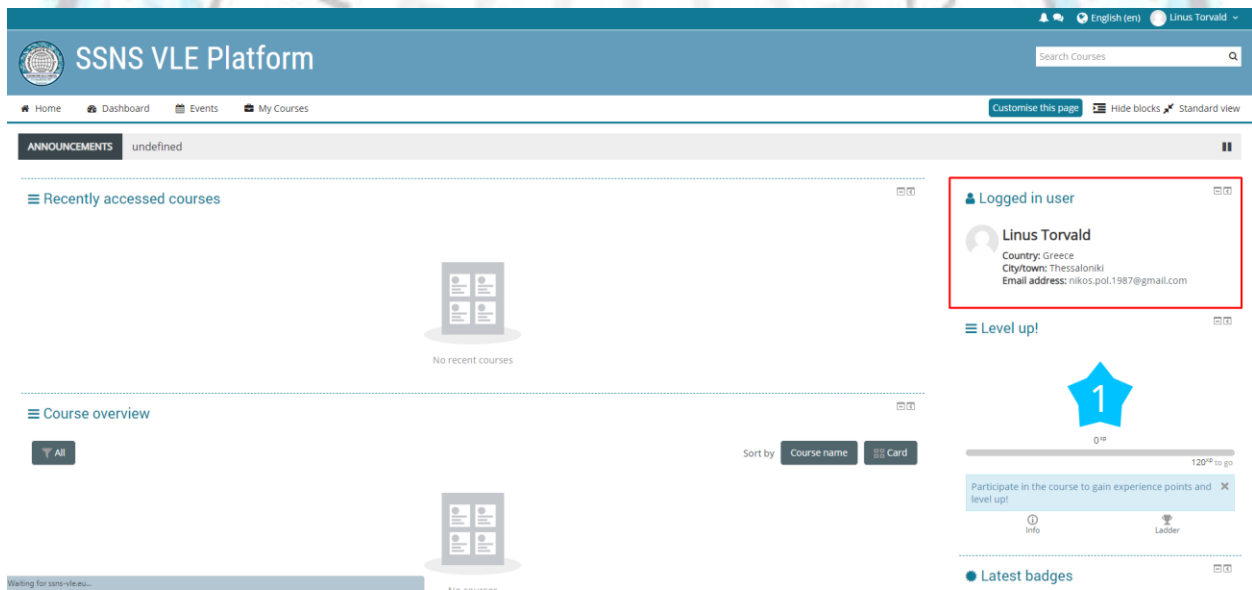


Figure 3: Personal Home Page

Finding your modules

Once you are logged in you'll arrive at the My home page.

The Timeline and the Calendar in the Sidebar section tells you about any upcoming deadlines (Figure 4). You can see any modules you have been pre-enrolled on by selecting the Courses tab in the Course Overview section. If you can't see these, you can use the Search Courses box on the right to find another Moodle course. Search by Module code or name. Click the name of the course



you want to enter. If the course has an enrolment key (password), ask your tutor or course administrator what it is.

Calendar

March 2019

| Mon | Tue | Wed | Thu | Fri | Sat | Sun |
|-----|-----|-----|-----|-----|-----|-----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

Timeline

No upcoming activities due

Figure 4: Calendar and Timeline section

Your profile

You can access your profile from the user menu top right (Figure 5). It's where you see your name and an arrow. Hover on your name to open up the menu. Clicking the Profile link will then display other options:

1. Dashboard – Where you can monitor your progress on the e-learning platform
2. View Profile – You can see your personal details
3. Edit Profile – You can edit your personal details
4. Grades – You can see your grades on all the courses you are enrolled



- 5. Preferences – You can see and edit your personal system preferences
- 6. Calendar – You can see your personal Calendar
- 7. Log Out

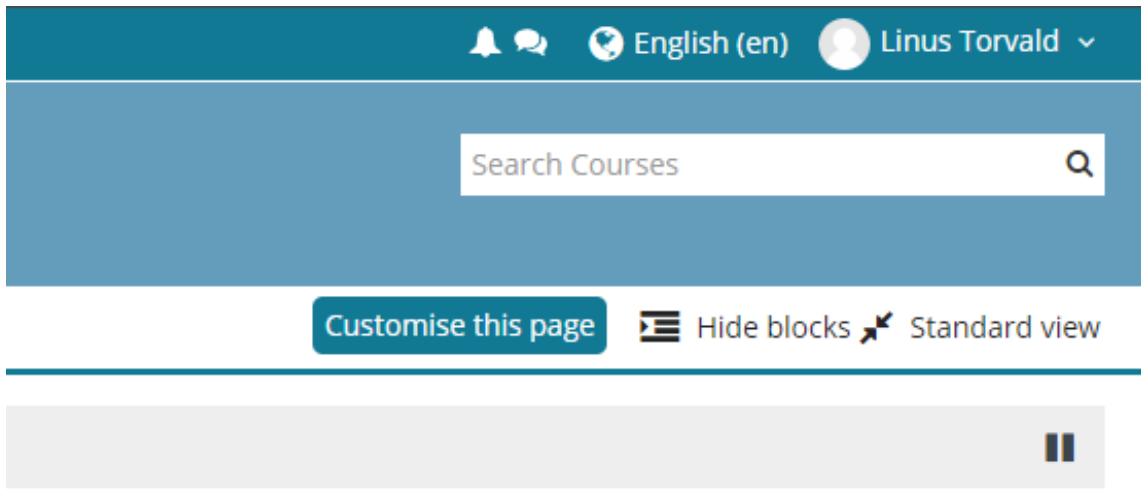


Figure 5: Personal Profile

Clicking the Edit profile (Figure 6) will allow you to change certain information such as your correct timezone, add an avatar, description and, optionally, extra contact details. You cannot normally change your username and your admin might have restricted other changes too.

When you upload an image, it will appear in the user menu by your name and also on your Dashboard page.

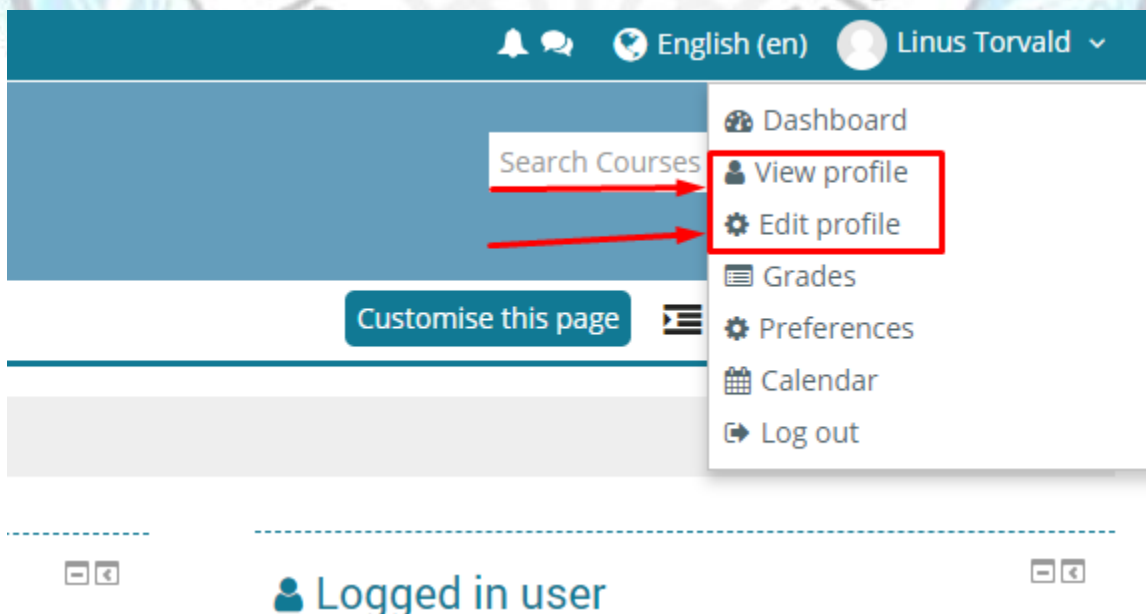


Figure 6: View and Edit your profile



Navigating Moodle

After you successfully login, you can navigate to four different pages (Figure 7).

1. Home
2. Dashboard
3. Events
4. My Courses

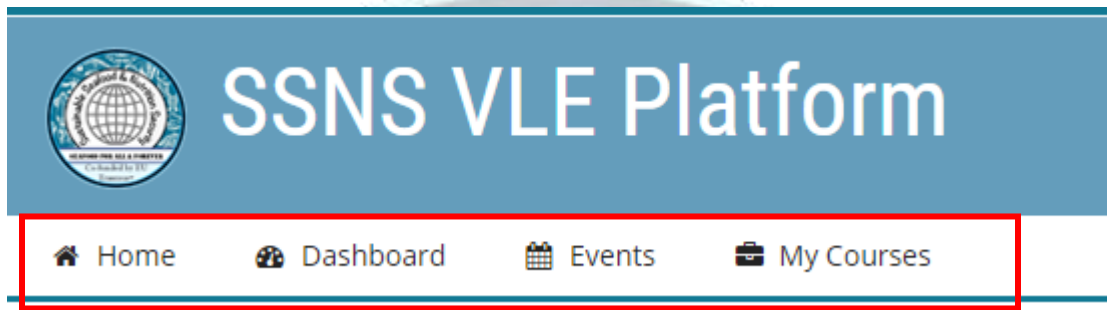


Figure 7: Navigation

Home Page

At the **Home page** you can see all the available courses on the platform (Figure 8)

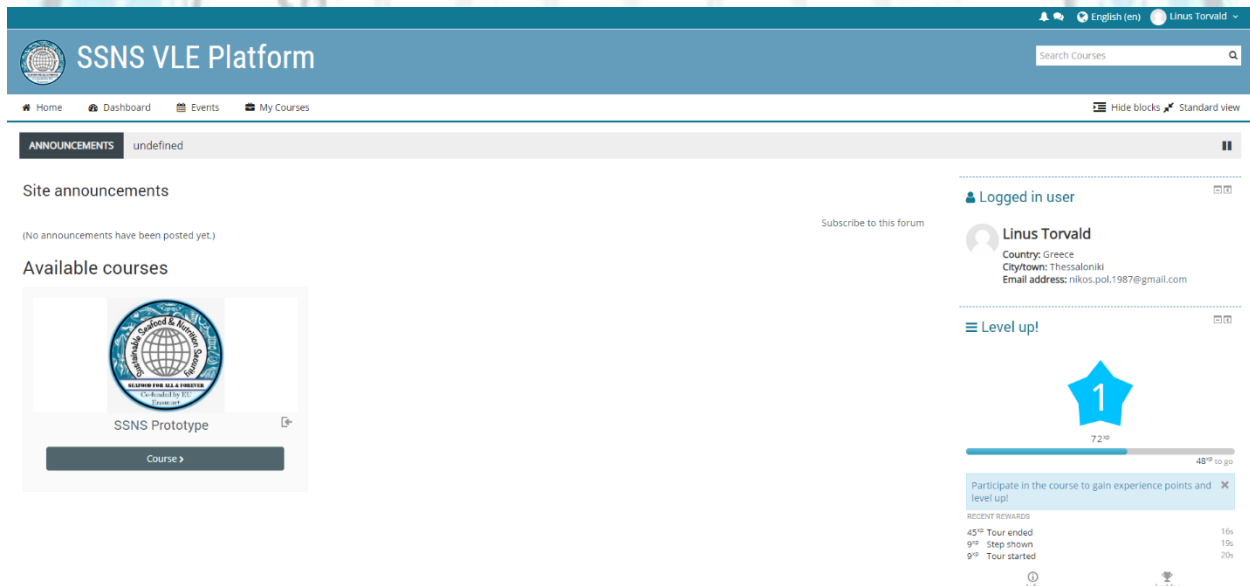


Figure 8: Home Page

Dashboard

At the **Dashboard page** you can see your recent activity (recently accessed courses) and the Course Overview displays links to your modules, and alerts you to time-sensitive elements which may need your attention, such as Forum posts or deadlines (Figure 9).

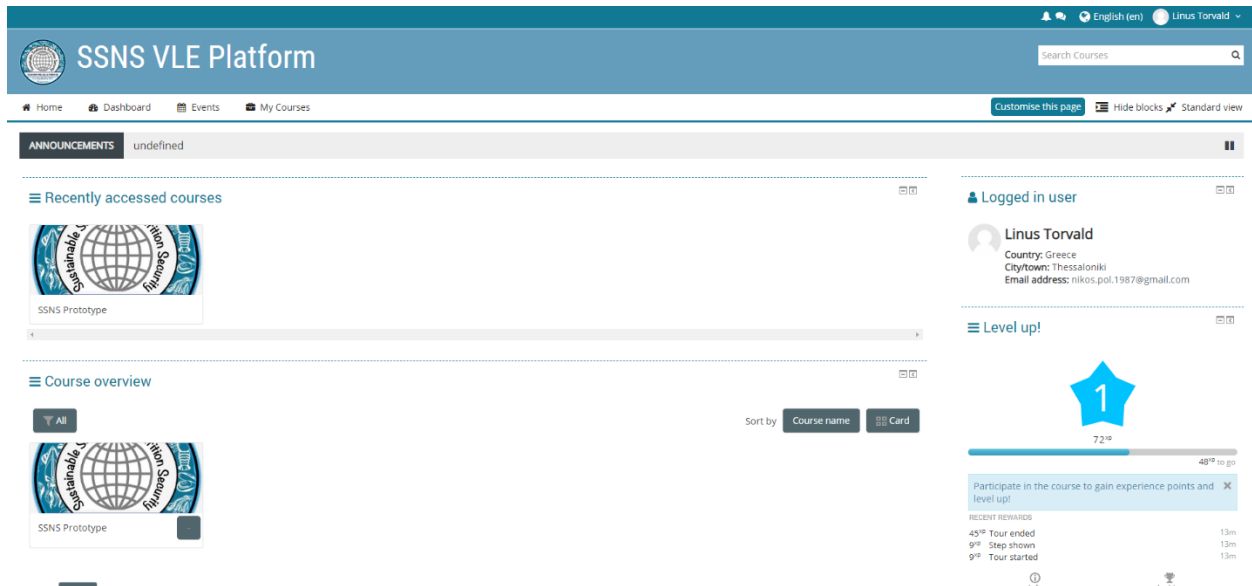


Figure 9: Dashboard Page

Events

Every user can see a personalized calendar based on the upcoming events of his courses (courses that he is enrolled)

My Courses

My Courses is a dropdown menu where you can see all the courses that you are enrolled and navigate to the one that you want (Figure 10).

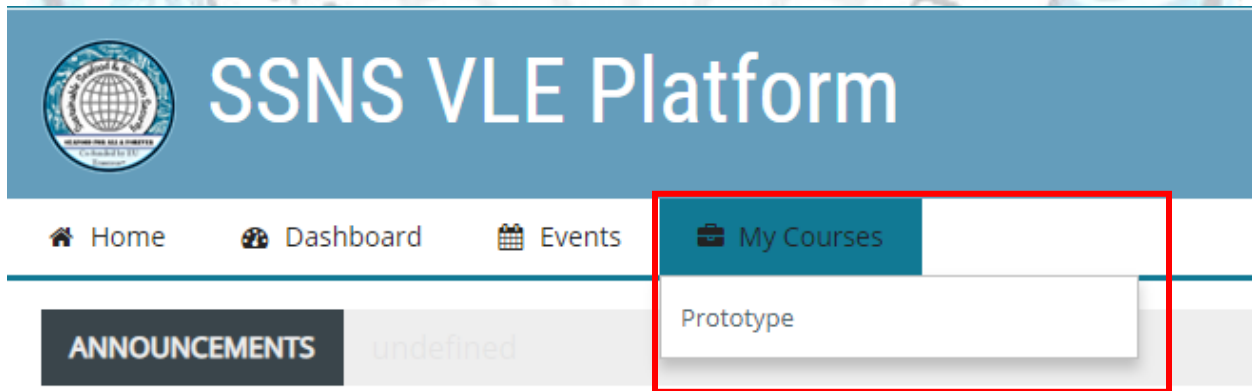


Figure 10: My Courses menu

Course menu

When you click a link to one of your modules, its Moodle page displays. There you'll find materials and activities relating to that module.

This Course

When you are on a course Moodle page an additional item is added on the menu bar. **This Course** (Figure 11) menu displays all the available contents of each course.

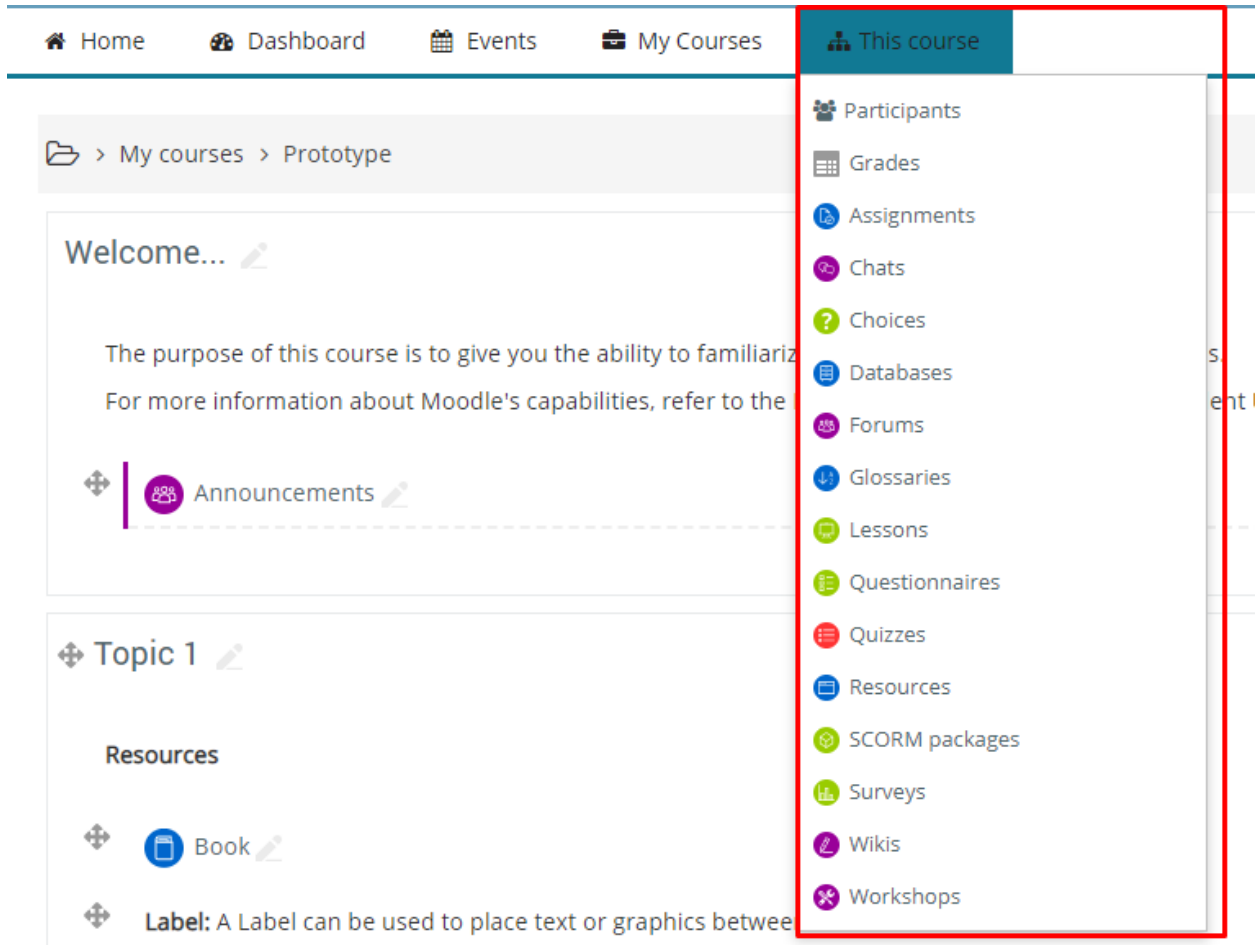


Figure 11: This Course menu

Sidebar

At the sidebar section every user can find some useful widgets that will help him while navigating the platform.

Logged in user

This widget (Figure 12) presents some brief information of every user such as:

- Name and Surname
- Country
- City
- Email Address and
- Avatar representation



 Logged in user



Linus Torvald

Country: Greece

City/town: Thessaloniki

Email address:

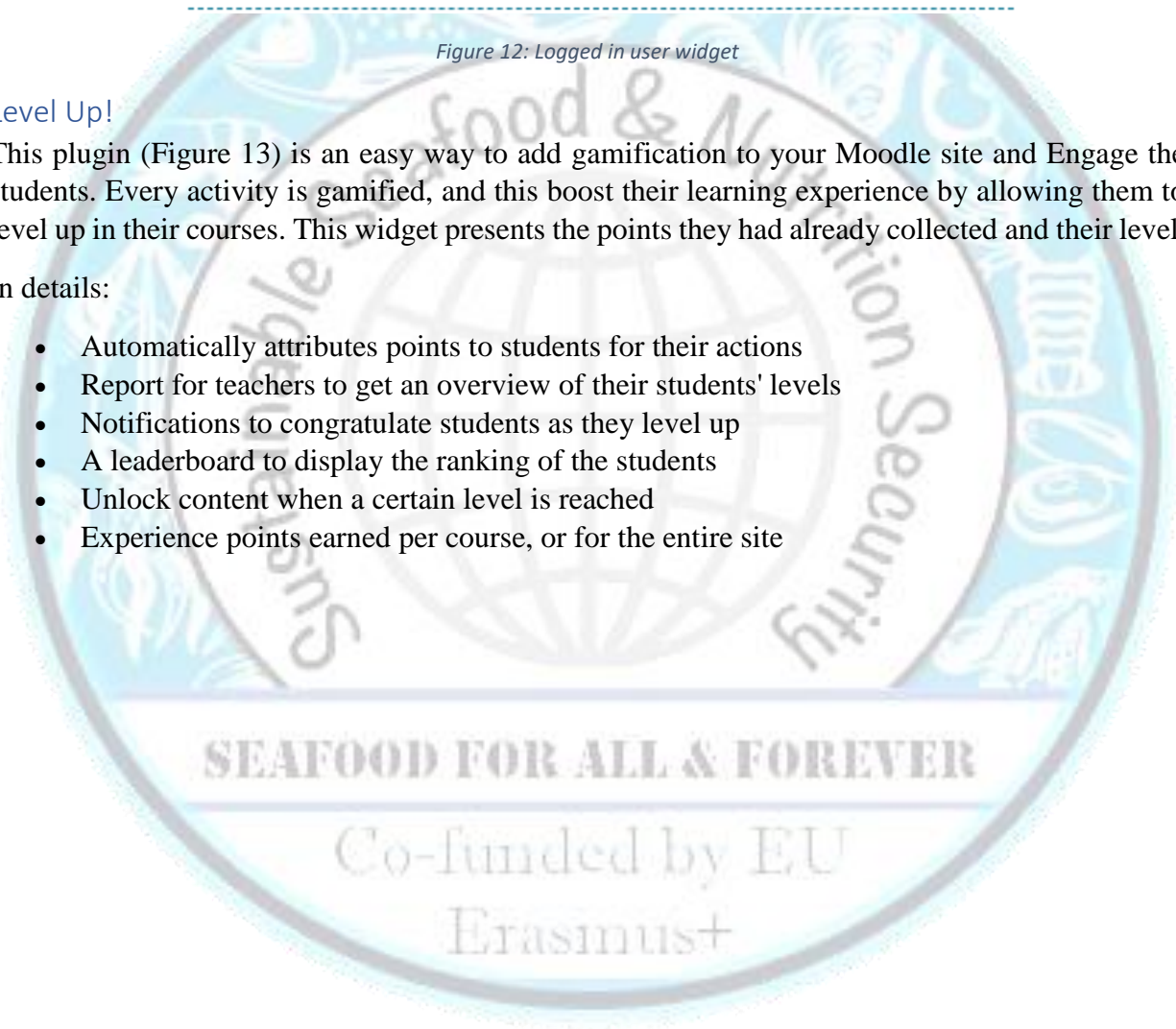
Figure 12: Logged in user widget

Level Up!

This plugin (Figure 13) is an easy way to add gamification to your Moodle site and Engage the students. Every activity is gamified, and this boost their learning experience by allowing them to level up in their courses. This widget presents the points they had already collected and their level.

In details:

- Automatically attributes points to students for their actions
- Report for teachers to get an overview of their students' levels
- Notifications to congratulate students as they level up
- A leaderboard to display the ranking of the students
- Unlock content when a certain level is reached
- Experience points earned per course, or for the entire site





Level up!



81^{xp}

39^{xp} to go

Participate in the course to gain experience points and level up! ✕

RECENT REWARDS

| | | |
|------------------|---------------|-----|
| 9 ^{xp} | Course viewed | 17m |
| 45 ^{xp} | Tour ended | 1h |
| 9 ^{xp} | Step shown | 1h |



Info



Ladder

Figure 13: Level Up!

Latest Badges

The latest badges (Figure 14) block will display badges earned during user's engagement with the e-learning platform.

Latest badges



You have no badges to display

Figure 14: Latest Badges

Accessibility

The block (Figure 15) allows users to customize Moodle to their visual needs. It supports changing of text sizes and color schemes. Customizations save to the user's session, allowing them to persist between pages, and can also be saved to the database allowing them to apply permanently.

The block also integrates ATBar from Southampton University ECS. This provides extra tools and customization options, including dictionary lookup and Text-to-speech. Visual customizations performed with ATBar don't currently persist, and can be used as well as or instead of the block's own customizations.



Figure 15: Accessibility widget

Global Search

Global search (Figure 16) lets you search everywhere on the Moodle site that you have access to. A student can search their courses for lecture notes, for example, or a teacher could search for subject-related activities.

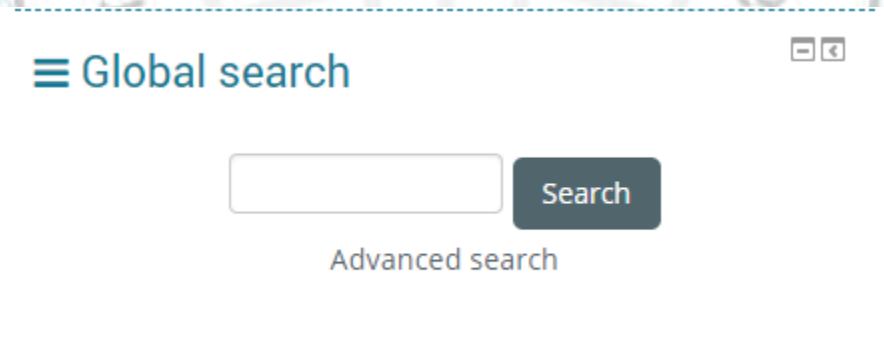


Figure 16: Global Search

Online Users

The Online users (Figure 17) block shows a list of users who have been logged into the current course. The list is updated on a regular basis.

If you hold the cursor over somebody's name, you will see how long ago that person was last "seen" in the course

If you click on the envelope icon next to somebody's name, you will be able to send a private message to that person (using Moodle's messaging system)



Note 1: If separate groups are enabled in a course and this block is added onto the course page, only members of the group will be displayed in the list.

Note 2: Even though a user may have been logged into a course within the last 5 minutes, it does not necessarily mean that this user is still online.

Online users

1 online user (last 5 minutes)

Linus Torvald

Figure 17: Users' Online

Calendar

The calendar (Figure 18) can display site, course, group, user and category events in addition to assignment and quiz deadlines, chat times and other course events.

Note the colour coding on the screenshot below.

Calendar

March 2019

| Mon | Tue | Wed | Thu | Fri | Sat | Sun |
|-----|-----|-----|-----|-----|-----|-----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

- Hide global events
- Hide category events
- Hide course events
- Hide group events
- Hide user events

Figure 18: Calendar



Moodle App



With the Moodle app, you can learn wherever you are, whenever you want, with these app features:

- Easily access course content - browse the content of your courses, even when offline
- Connect with course participants - quickly find and contact other people in your courses
- Keep up to date - receive instant notifications of messages and other events, such as assignment submissions
- Submit assignments - Upload images, audio, videos and other files from your mobile device
- Track your progress - View your grades, check completion progress in courses and browse your learning plans
- Complete activities anywhere, anytime - attempt quizzes, post in forums, play SCORM packages, edit wiki pages and more - both on and off-line

... and more!

Download it for iOS and Android

How to login

1. Download for AppStore or Play Store the Moodle App.
2. Launch the Moodle App (Figure 19)



Figure 19: Moodle App (iOS)

3. Add the SSNS e-Learning platform address (ssns-vle.eu) (Figure 20 and Figure 21)

SEAFOOD FOR ALL & FOREVER

Co-funded by EU
Erasmus+



Figure 20: Moodle App

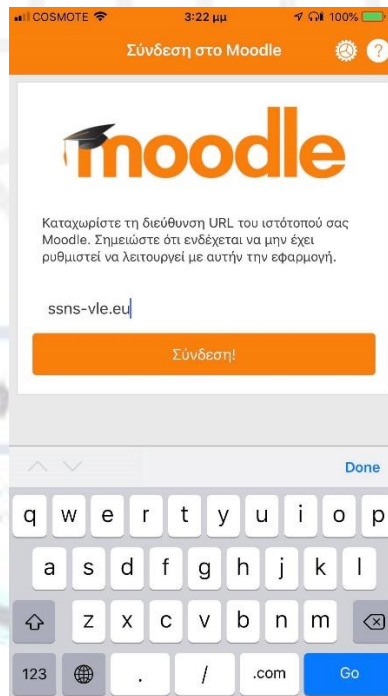



Figure 21: SSNS URL



4. Enter your username and password (Figure 22)

COSMOTE 3:22 μμ 100%


Επιστροφή Σύνδεση



SSNS VLE Platform

<http://ssns-vle.eu>

linus

●●●●●●●● 

Σύνδεση

Ξεχάσατε το όνομα χρήστη ή τον κωδικό πρόσβασης;

ΕΙΝΑΙ Η ΠΡΩΤΗ ΣΑΣ ΦΟΡΑ ΕΔΩ;

Hi!!!! For full access to courses you'll need to take a minute to create a new account for yourself on

Figure 22: User Login

5. You are successfully logged in to SSNS e-learning platform. You can now navigate to the e-learning through the mobile app. (Figure 23 and Figure 24)

SEAFOOD FOR ALL & FOREVER
Co-funded by EU
Erasmus+

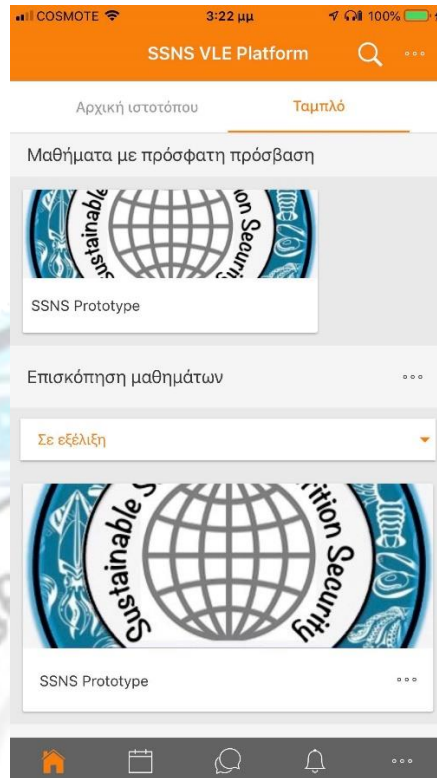


Figure 23: SSNS Platform

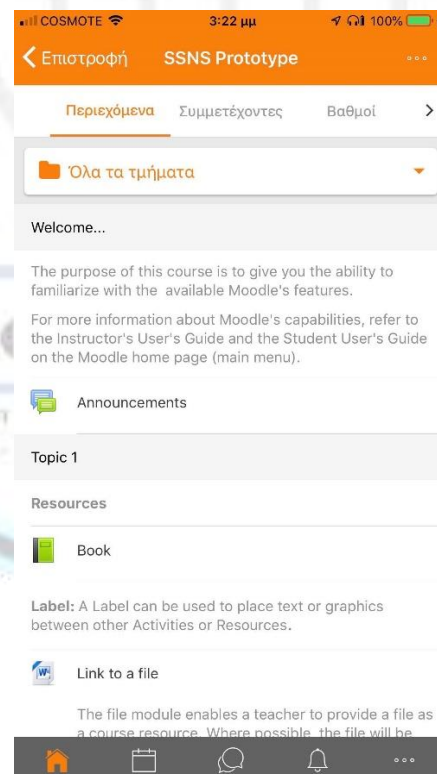


Figure 24: SSNS Courses

