

Using Moodle in Your GPRC Course

Moodle is an online Learning Management System (similar to WebCT or BlackBoard). The word Moodle is an acronym for **M**odular **O**bject-**O**riented **D**ynamic **L**earning **E**nvironment. It provides an online virtual classroom or environment for your course.

Setting Up Your GPRC Student IT Account

You will need to setup your Student IT Account before logging into Moodle. You should have received a brochure in your student package to help you do so. The procedure involves:

1. Go to the [Students Online Login Page](#).
2. Login with the following information:
 - Username = GPRC Student ID Number (found on student / library card)
 - Password = birthdate in the format **yyyyMmmdd** (eg. 1980Feb09 - * first letter of month is capitalized)
3. When you log in for the first time you will be prompted to:
 - Agree to terms and conditions of use
 - Answer 3 multiple choice verification questions
 - Change your password - must include minimum of 7 characters, 1 Capital Letter, and 1 Number.

The most recent instructions can be found at:

http://www.gprc.ab.ca/students/computer_labs/faq.html.

If you have any troubles activating your account, then contact the PC Lab Request centre in A306 or call 780-539-2030.

It is critical that you setup you Password and Email account through Students Online before you start this course.

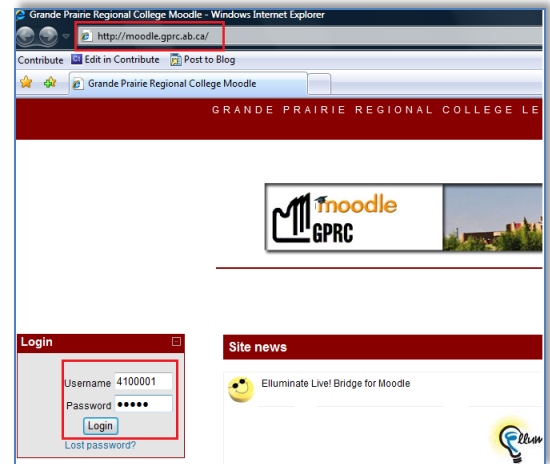
Log in to Moodle

You will find the GPRC Moodle server at: <http://moodle.gprc.ab.ca>. There are also links on the top header of the main GPRC webpage and in Students Online.

When the page loads, enter your **username** and **password** in the **Login box**.

- Your **username** will be your **7-digit student ID**
- Your **password** will be the same as the **network password** used to login to Students Online and PC's in the student labs.

Note: If you change your network password, then your Moodle password will change too.



Enter Your Course Space

Once you have logged in, you will be taken to the myMoodle page. This page lists all your available Moodle courses down the page, along with the most recent course updates. To enter a course, simply click on the course name.

Navigating your Course Space

The primary method of navigation in Moodle is using "Breadcrumbs". Breadcrumbs appear at the top of every page and tell you where you are in a course, and how you got there. For example:



Courses are organized by either Topic or Modules. Content appears down the middle of the page in the appropriate topic or week. The blocks on the left/right side of the screen may contain information on the Latest News for your course, Upcoming course Events, a Calendar, Recent activity and course updates, as well as links to your profile and grades.



Technical, Moodle & Information Support

You may require additional technical support other than the academic support provided by your instructor:

Technical Support – Assistance configuring your computer to take part in audio conferences, view videos, learning activities or documents, or for assistance accessing GPRC Student email. Contact the Help Desk at **1-888-539-4772 Ext. 2933**. The Help Desk is available from 8:30am to 4:30pm, Monday to Friday. You may leave a message after hours which will be returned during business hours the following day, or send an email to helpdesk@gprc.ab.ca

Moodle Support – Help finding elements of your course or using features in the course management system (e.g. the discussion tool, uploading assignments). Moodle support will be provided by the GPRC Educational Technologies Centre staff. Contact the Educational Technologies centre at **1-888-539-4772 Ext. 2806** or email edtechrequests@gprc.ab.ca.

The Educational Technologies Centre's hours are 8:30am-4:30pm, Monday to Friday.

The following site has been setup to contain basic information on using Moodle:

<http://www.gprc.ab.ca/library/MoodleSupport.htm>

Information Support – Your GPRC student status gives you full access to our Library services. You may borrow books, access subscription databases, or get assistance from Reference staff with finding information.

Additional information can be found on the library website:

<http://www.gprc.ab.ca/library/>

Academic Support – For support with the academic content of your course, please contact your instructor. You will find their contact information on the course outline, or by clicking their name anywhere in the course space to access their Moodle profile.