About this Guide

This guide was prepared by Academic Development and Support Office in order to provide students with an overview of Moodle. This guide assumes students have basic familiarity with a computer,   such as using a mouse, navigating operating systems, and using a web browser. This guide is designed for using Moodle (Version 3.3) on a desktop, laptop, and Tablet.

Online Support

Email：cicm.tu.it@gmail.com

System Requirement

Generally, the only requirement is a computer with Internet access and a web browser. However, not all features are supported in older web browsers, so we suggest using the latest Firefox, Chrome, or Safari or Internet Explorer 10+.

Logging In

To log in to Moodel, open a web browser and type www.cicm.tu.ac.th. You will see the homepage of CICM website. Then, go to "Student" menu. Click on "Visiting Students" button,   and select "CICMTU-CDUTCM Elective Program" menu.   You are now getting access into Moodle system.

At this stage, you can see the link "CICM Moodle"   Click on this link to enter the system page.
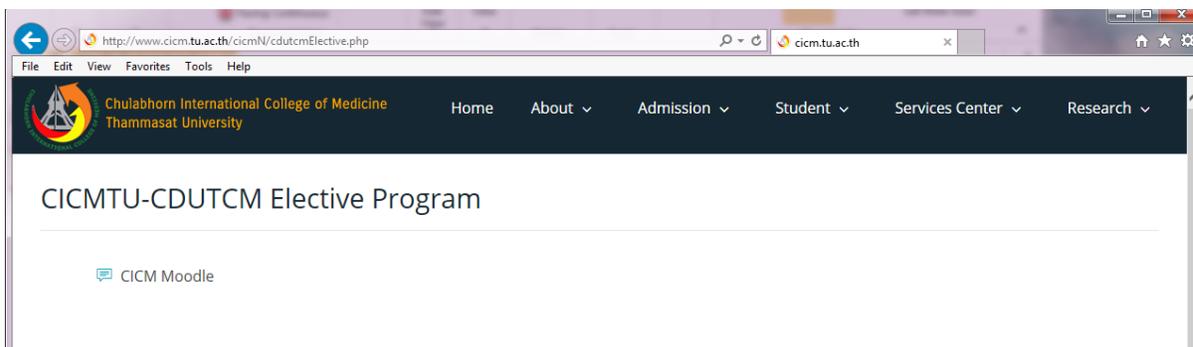
In order to use the system effectively, we recommend that you log in to Moodle individual username and password.

You will be taken to the login page. Your username and password were given to academic services officer and will be distributed to each student on the orientation day.

Dashboard

Once you log in, you will see the Moodle dashboard.　　To access your courses, click My courses. Here, you will see all courses that are in progress, as well as future and past courses.

Once you are in the course, the course name appears in bold.

Instructors are free to design their courses as they please. Therefore, your courses will not look the same.   Typically, however, each course is divided into either weeks or topics,   with a general heading section at the top.   The general heading section contains the name of the course and will typically contain important documents such as the course syllabus, tentative schedule, and an announcements forum
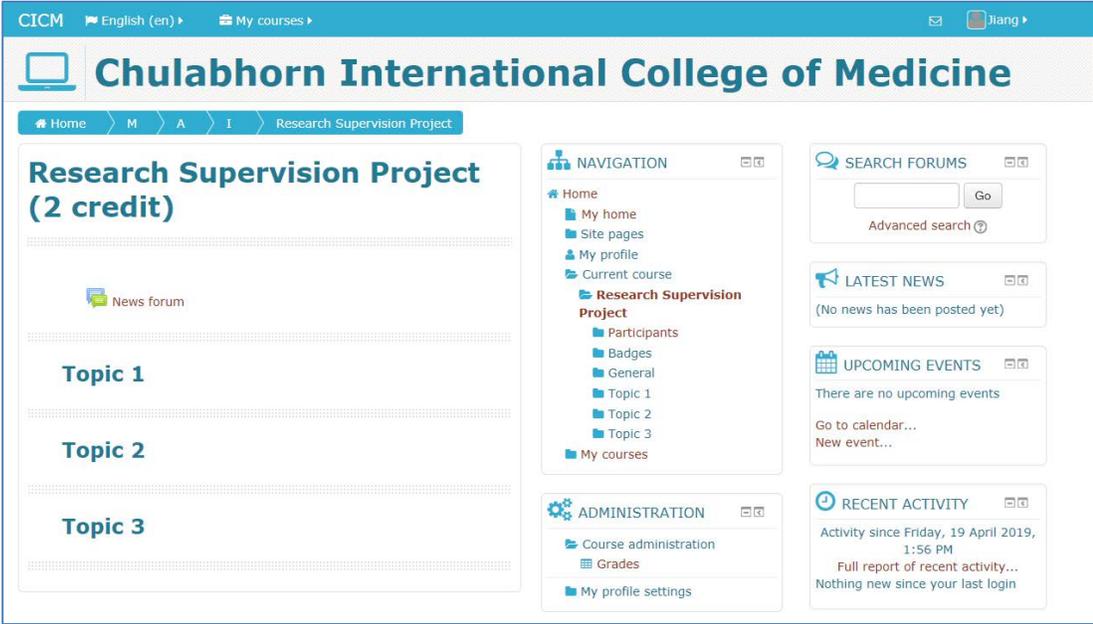
Common Course Activity Icons

Each topic/week of the course will be made up of activities and instructions. These activities and instructions will vary within each course. Each link is accompanied by an icon. Common course activity icons are listed in the box below.

This is the icon for **forums**. The link next to a forum icon will take you to a forum where you can communicate with your instructor and/or other students. See more about forums in the *Forums* section (pages 7-8).

This is the icon for **assignments**. The link next to an assignment icon will take you to a page where you will submit your work. See more about assignments in the *Assignments* section (pages 8-9).

This is the icon for a **quiz or an exam**. The link next to this icon will take you to a quiz or an exam within your course. See more about quizzes in the *Quizzes and Exams* section (pages 10-11).

This icon represents a **link**. The link next to this icon will take you to an external link.

This icon represents a **folder**. The link next to this icon will take you to a page with additional files.

This icon represents a **page**. The link next to this icon will take you to a page with additional text and resources.

This icon represents a **book**. The link next to this icon will take you to a page displaying a collection of text or resources that is organized by chapters.

This icon represents a **Word document**. Moodle is able to recognize some file types and display their appropriate icons. These are resources (such as Word documents and PDFs) that your instructor has posted and intends for you to view and/or download.