

Moodle Guide for Learners



Bord Oideachais & Oiliúna
LUIMNIGH & AN CHLÁIR
LIMERICK & CLARE
Education & Training Board

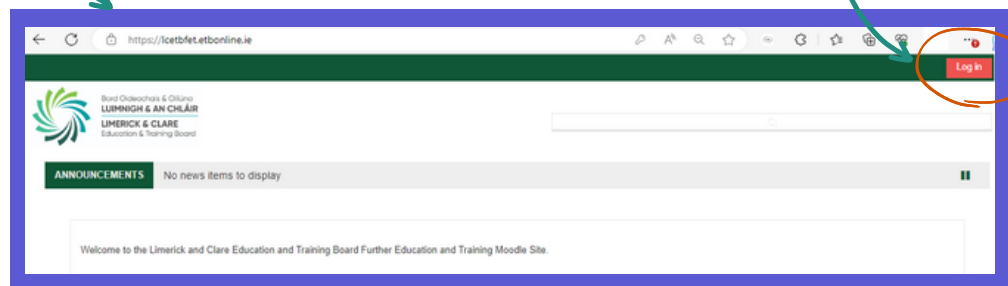
**COLLEGE OF FURTHER
EDUCATION & TRAINING**



Getting started with Moodle on your PC

Open your Internet browser and search the following key terms: "LCETB Moodle"
The first result should be <https://lctbft.etbonline.ie>

Select login at the top right hand side of the Moodle home page



Login using your LCETB credentials

To log in use your full LCETB email address and the password you use to access your email. Learner passwords are in the format yr.firstname.lastname@learner.lcetb.ie
e.g. - XX.mary.bloggs@learner.lcetb.ie

To log in to this site please remember to use your full LCETB email address:

Learners	XX.firstname.lastname@learner.lcetb.ie
Staff	firstname.lastname@lctb.ie
Self solve login issues	Quick guide for staff and learners

If you know your email address and password but cannot login to the site use the Quick Guide for staff and learners to solve your login issue



If you don't know your email address please contact your tutor

Getting to your Moodle home page

The first time you login you will be required to read the data protection notice
Scroll down the page and when finished select next

Check the box to agree with the notice and select next

DATA PROTECTION NOTICE
Please read our DATA PROTECTION NOTICE

DATA PROTECTION NOTICE

Next

Consent

Please agree to the following policies

DATA PROTECTION NOTICE

DATA PROTECTION NOTICE

Please refer to the full DATA PROTECTION NOTICE if you would like to review the text.

I agree to the DATA PROTECTION NOTICE

Required

Next

You are now logged in to the Moodle home page



Home Dashboard Events **My courses**

ANNOUNCEMENTS No news items to display

Welcome to the Limerick and Clare Education and Training Board Further Education and Training Moodle Site.



Social Media & Job Seeking

Course >

The Courses you are enrolled on will be listed on your home page

All courses

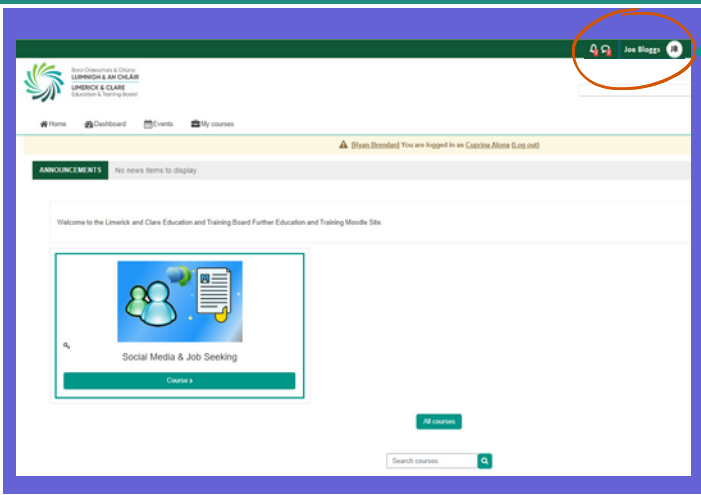
Search courses



Or you can find your course listed under My Courses at the top of the page

You can search all courses on Moodle using Search courses

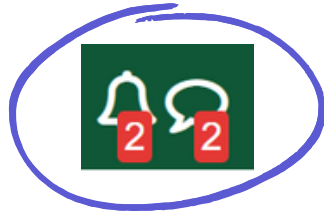
My courses
My courses
Social Media & Job Seeking



Edit your profile - Choose to add a picture or list your interests if you want

- Dashboard
- View profile
- Edit profile**
- Grades
- Preferences
- Calendar
- Log out

Keep up to date with your grades

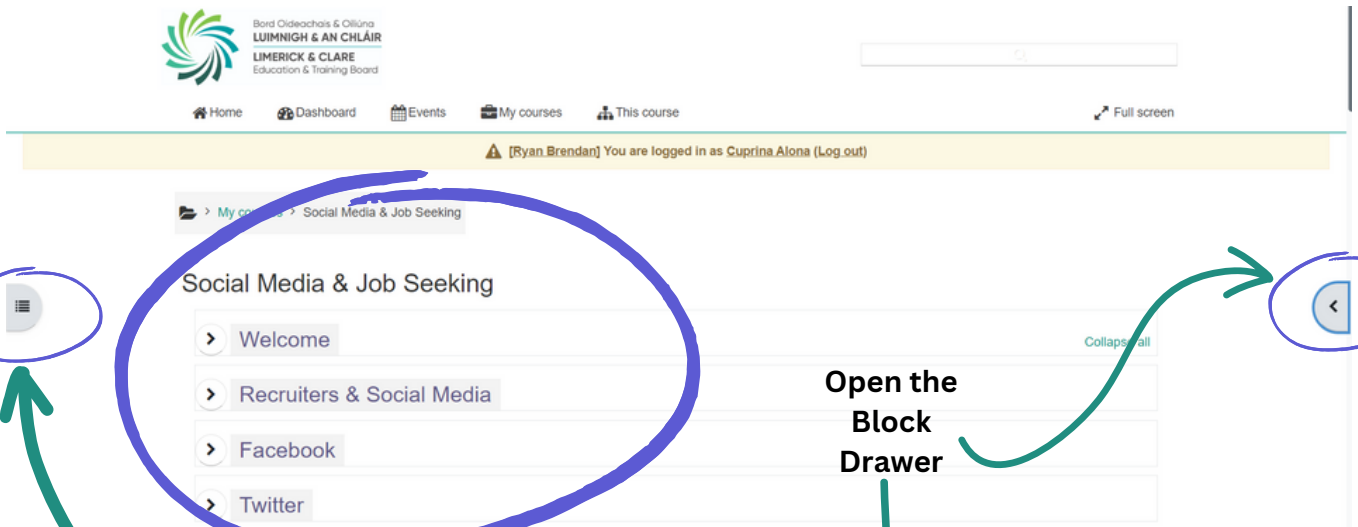


Notifications: Keep up to date with alerts about assignments and new forum posts

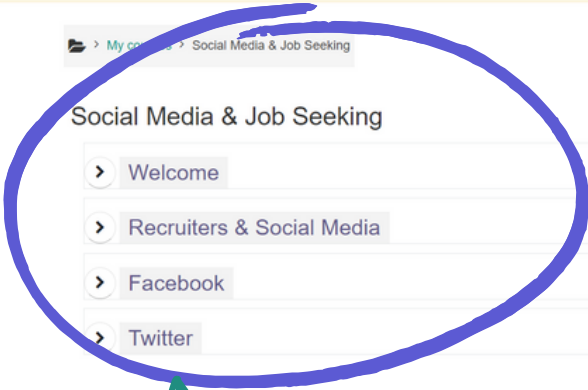


Group and personal messages
Choose to mute messages to no longer receive email notifications

Course View



Open the Course Index



Course Content

Open the Block Drawer



The block drawer differs for each course - It is where you can access useful tools and resources

Navigation

- Home
- Dashboard
- Site pages

Course summary

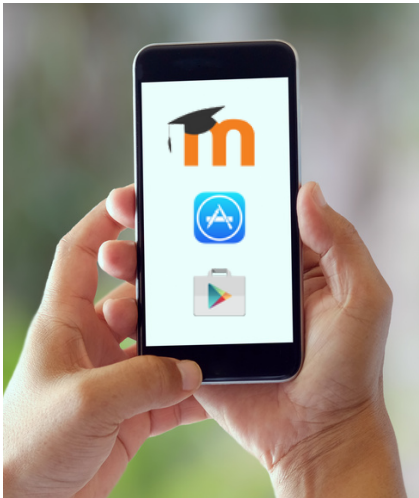
Activities

- Choices
- Feedback
- Lessons
- Resources
- Wikis

My courses

- Social Media & Job Seeking

Other ways to access Moodle using mobile app



Download the Moodle App

On your preferred device go to:

App Store (iOS devices)
Play Store (Android devices)

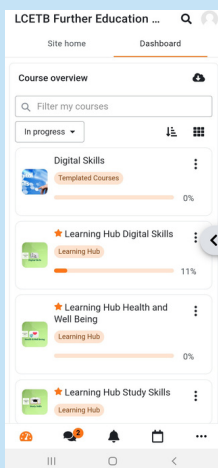
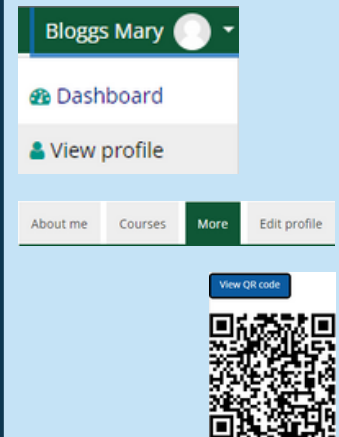
Search for Moodle

Download, install and open the app



Set up the App

1. Open Moodle on desktop device
2. View Profile
3. More tab
4. Mobile app > View QR code
5. Scan QR code



Features

Easily access course content > browse course content, even when offline

Connect with others > find and contact other people on your courses

Keep up to date > notifications such as assignment submissions

Submit assignments > images, audio, videos and other files

Track your progress > view grades and check progress in courses

Anywhere, anytime > attempt quizzes, post in forums and more - both on and off-line

Moodle App Guide

FAQs

Cannot login?

- Use full email address and associated password

Edit my profile

- Select name > edit profile

Course not on my Dashboard

- View filter on your Dashboard to "all."
- Item may not be visible, refer to Teacher to update setting

Where is my course content?

- Check topics not hidden/collapsed view



Remember

Follow your class safety statement and guidelines to ensure you always stay safe online

Visit the nearest Learning Hub for information about help and supports



Follow your class safety statement and guidelines to ensure you always stay safe online

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