BASIC MOODLE ACCESS AND USER GUIDE







BİLGİ Learn You can access the system at learn.bilgi.edu.tr address.



uzem.bilgi.edu.tr

lms.support@bilgi.edu.tr

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This page is an example course page.

In order to make any edits in the course, the "Turn editing on" button must be clicked.







To add material to your course, make sure that "Turn editing on" is turned on and follow this steps below to start the process.

1. Click "Add an activity or resource" in the week/field which are you want to upload files to.





2. Click on File.

Add an activity or resource × 0 🚯 SCORM package Select an activity or resource to view its \odot Θ Survey help. Double-click on an activity or resource name to quickly add it. Turnitin Я 0 Assignment 2 0 0 Wiki 0 Workshop 0 \odot ZOOM Zoom meeting 0 RESOURCES 0 0 Book 🔿 🚺 File O 🗂 Folder IMS content 0 package \odot С Label 0 Θ Page O 🖻 URL Add Cancel \sim İstanbul Bilgi Üniversitesi



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5. You can drag and drop the file which are you want to upload in the "Select Files" area, or you can select and upload the file from your computer with the button at the top left in this area.

6. You can edit how students see the file in the "Appearance" area. Preferably you can use automatic.

7. Complete your transactions by clicking the "Save" button at the bottom of the page.





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The added file will appear in your course as follows.





When you click on the virtual classroom button, the following ZOOM screen will appear. From here you can create new sessions or view old sessions.



