Hiroshima University
オンライン学習支援システム

Hirodai moodle

Guidebook for Students

29 March, 2022

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Introduction

In order to enhance our online learning support environment, moodle, an open source e-Learning platform, was introduced and customized to meet our needs in 2021. We call it "Hirodai moodle".

You will see some courses in moodle. A course is a set of web pages and is created for a class or training. You may review class materials, submit report assignments, or take quizzes.

This guidebook gives you a brief introduction of "Hirodai moodle".

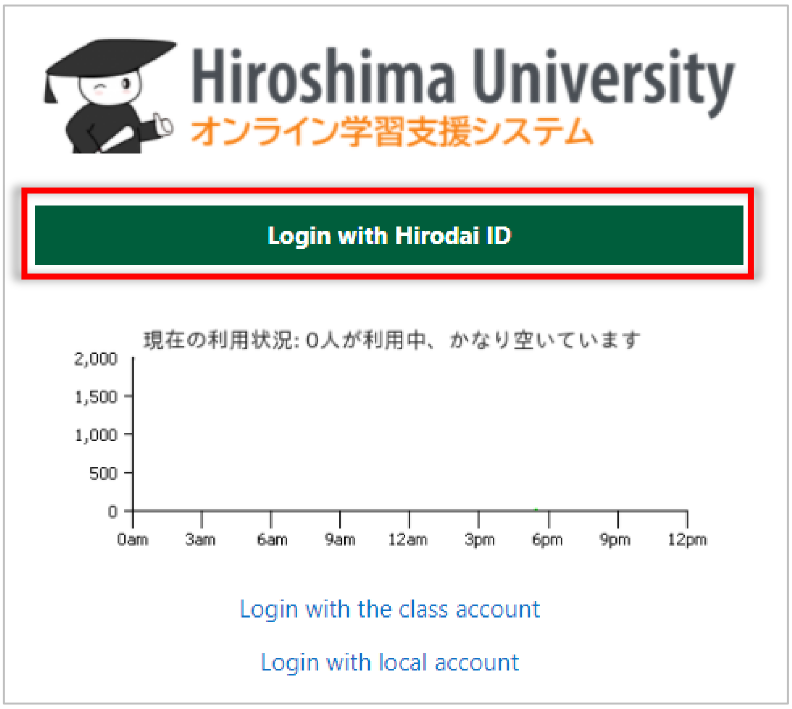
1 Login/Logout

1.1 Login

(1) Open your browser and access the following URL

https://moodle.vle.hiroshima-u.ac.jp

(2) When the login screen appears, click [Login with Hirodai ID] .



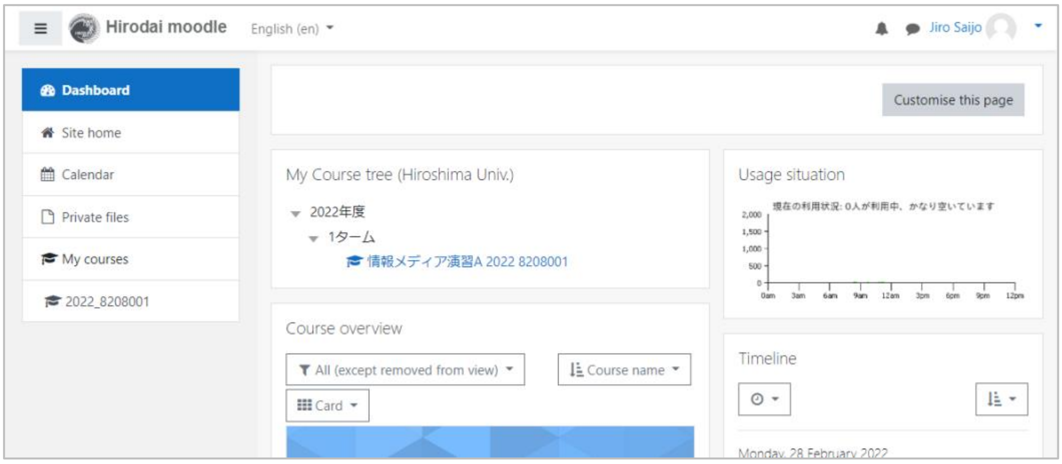
Hiroshima University
オンライン学習支援システム
Login with Hirodai ID
現在の利用状況: 0人が利用中、かなり空いています
2,000
1,500
1,000
500
0
0am
3am
6am
9am
12am
3pm
6pm
9pm
12pm
Login with the class account
Login with local account

(3) Input your "Hirodai ID" and "Hirodai password" at Hiroshima University IdP to log in to the moodle

1.2 Language Settings

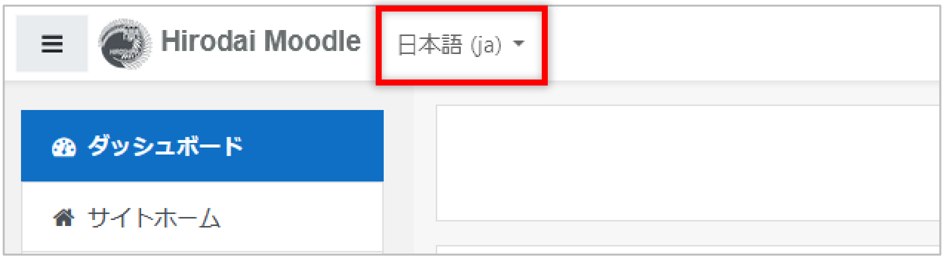
"Hirodai moodle" can detect your language from your browser settings and select the display language from either Japanese or English automatically.

If you see the first page in moodle in Japanese as below and find it difficult to understand, you can change the display language.

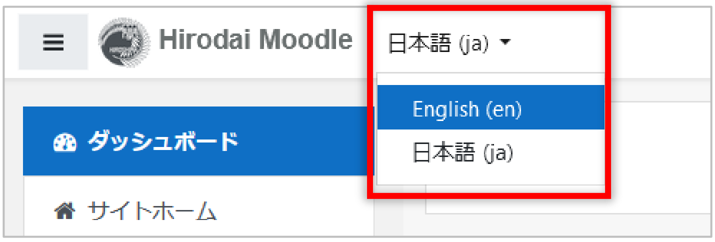


Hirodai moodle
English (en)
Jiro Saijo
Dashboard
Site home
Calendar
Private files
My courses
2022_8208001
Customise this page
My Course tree (Hiroshima Univ.)
2022年度
1ターム
情報メディア演習A 2022 8208001
Usage situation
現在の利用状況: 0人が利用中、かなり空いています
Course overview
All (except removed from view)
Course name
Card
Timeline
Monday, 28 February 2022

(1) Click the ▼button to the right of [日本語 (ja)] displayed in the upper left of the screen

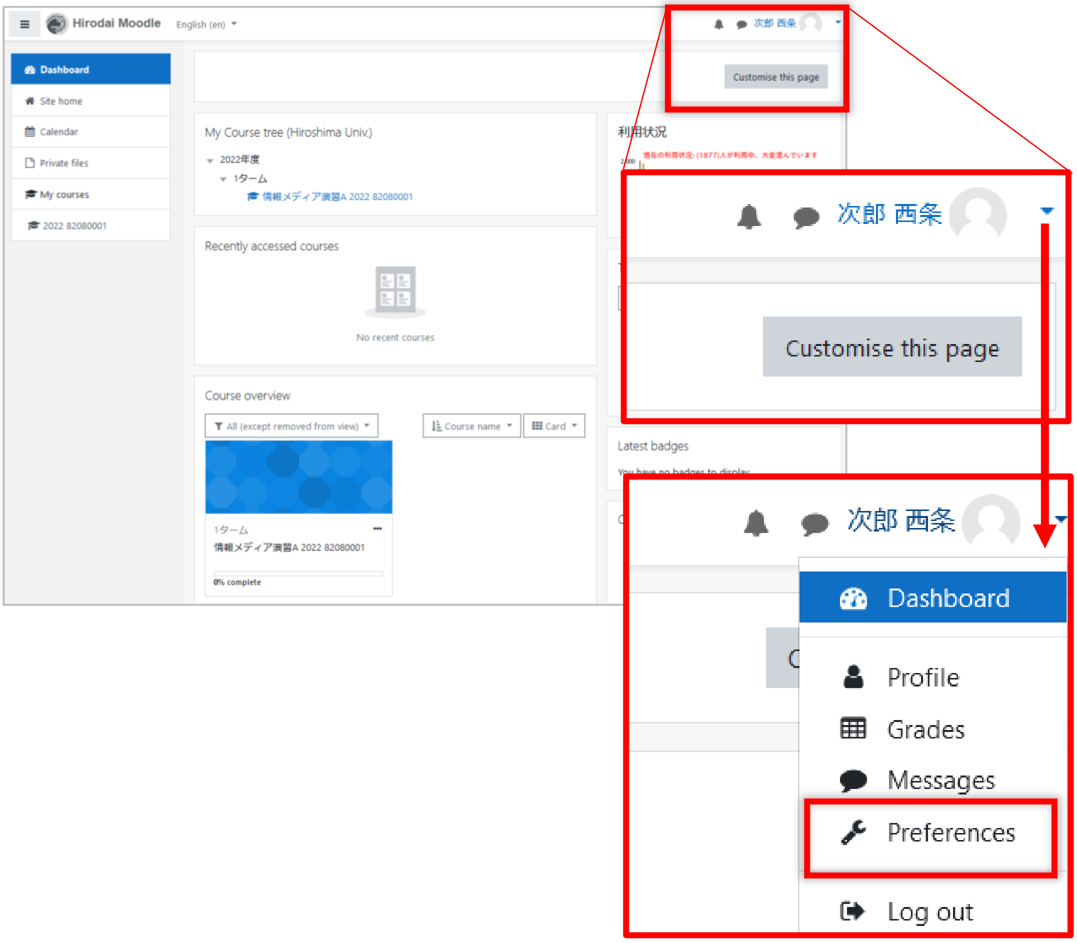

Hirodai Moodle
日本語 (ja)
ダッシュボード
サイトホーム

(2) Select [English (en)]

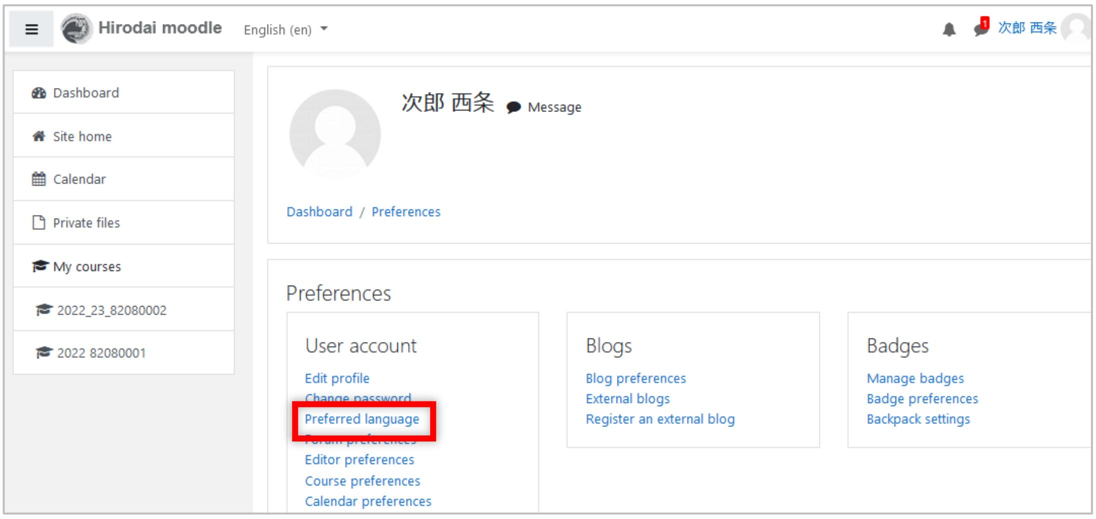

Hirodai Moodle
日本語 (ja)
English (en)
日本語 (ja)
ダッシュボード
サイトホーム

Now you can see the page in English. However, this settings is not saved and will be reverted to the default the next time you log in. If you want to use moodle in English permanently, you need to proceed to the next step.

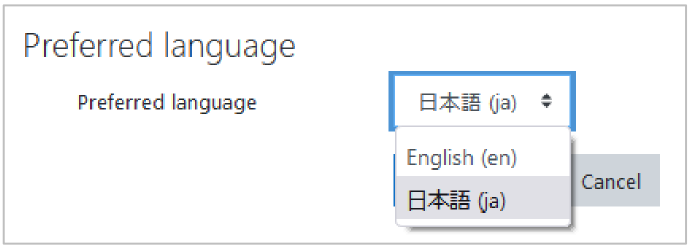
(3) Click the ▼button at the top right of the screen and select [Preferences]


Hirodai Moodle
English (en)
Dashboard
Site home
Calendar
Private files
My courses
2022 82080001
My Course tree (Hiroshima Univ.)
2022年度
1ターム
情報メディア演習A 2022 82080001
Recently accessed courses
No recent courses
Course overview
All (except removed from view)
Course name
Card
1ターム
情報メディア演習A 2022 82080001
0% complete
利用状況
Latest badges
次郎 西条
Customise this page
次郎 西条
Customise this page
次郎 西条
Dashboard
Profile
Grades
Messages
Preferences
Log out

(4) Click Preferred language


Hirodai moodle
English (en)
次郎 西条
Dashboard
Site home
Calendar
Private files
My courses
2022_23_82080002
2022 82080001
次郎 西条
Message
Dashboard / Preferences
Preferences
User account
Edit profile
Change password
Preferred language
Forum preferences
Editor preferences
Course preferences
Calendar preferences
Blogs
Blog preferences
External blogs
Register an external blog
Badges
Manage badges
Badge preferences
Backpack settings

(5) Click up/down triangle to display the list and select English


Preferred language
Preferred language
日本語 (ja)
English (en)
日本語 (ja)
Cancel

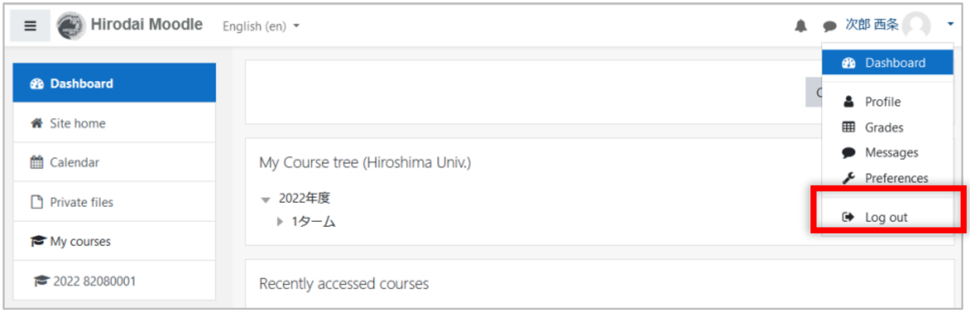
(6) Click [Save changes]

The language will be switched for menus, buttons, and messages from moodle. Some things, such as the course name, the user's name, and the content of the assignment, will not change the display language.

1.3 Logout

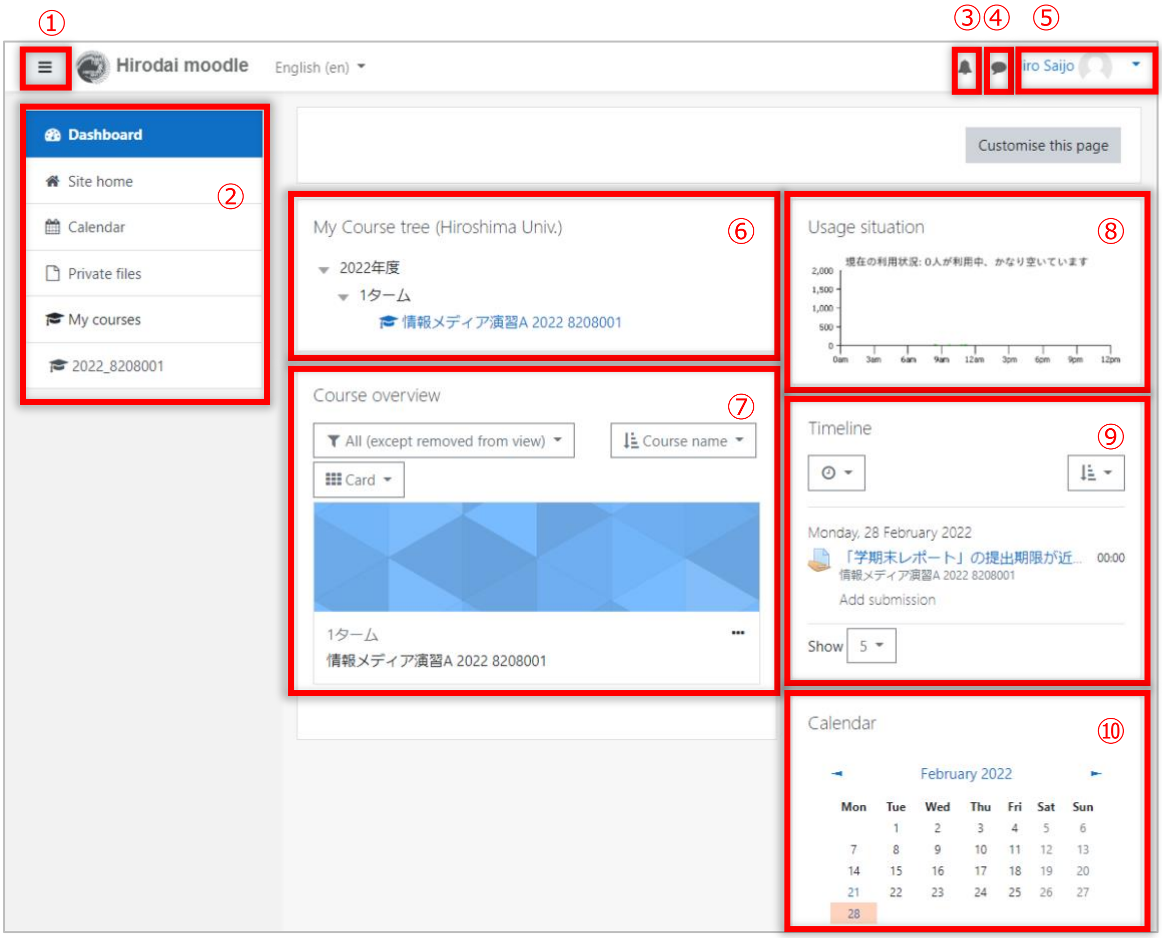
(1) Click the ▼button at the top right of the screen to display the menu

(2) Click [Logout]


Hirodai Moodle
English (en)
次郎 西条
Dashboard
Site home
Calendar
Private files
My courses
2022 82080001
My Course tree (Hiroshima Univ.)
2022年度
1ターム
Recently accessed courses
Dashboard
Profile
Grades
Messages
Preferences
Log out

2 Dashboard

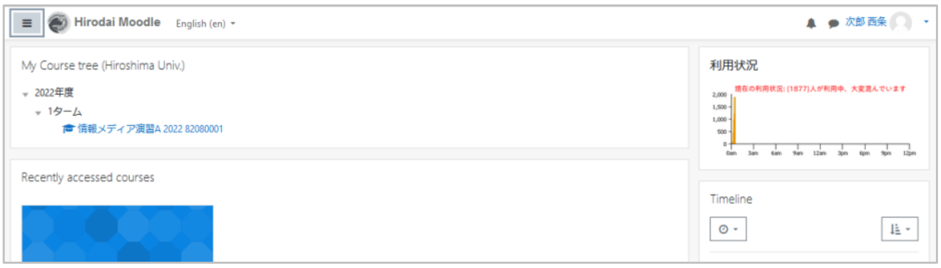
The screen that appears when you log in to moodle is called Dashboard. This section explains what you see in Dashboard.


①
③④ ⑤
Hirodai moodle
English (en)
iro Saijo
Dashboard
Site home
Calendar
Private files
My courses
2022_8208001
②
Customise this page
My Course tree (Hiroshima Univ.)
⑥
2022年度
1ターム
情報メディア演習A 2022 8208001
Usage situation
⑧
現在の利用状況: 0人が利用中、かなり空いています
2,000
1,500
1,000
500
0
0am 3am 6am 9am 12am 3pm 6pm 9pm 12pm
Course overview
⑦
All (except removed from view)
Course name
Card
1ターム
情報メディア演習A 2022 8208001
Timeline
⑨
Monday, 28 February 2022
「学期末レポート」の提出期限が近...
00:00
情報メディア演習A 2022 8208001
Add submission
Show 5
Calendar
⑩
February 2022
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

① Hamburger icon

If you click it, you can show/hide the navigation drawer (②).

Ex）When the navigation drawer is hidden.


Hirodai Moodle
English (en)
次郎 西条
My Course tree (Hiroshima Univ.)
2022年度
1ターム
情報メディア演習A 2022 82080001
利用状況
Recently accessed courses
Timeline

② Navigation drawer

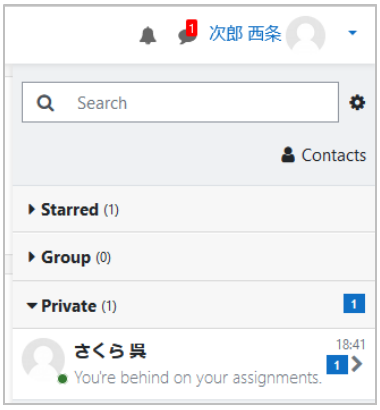
You can access the pages listed there.

③ Notification

A badge will be displayed when there are notifications that need your attention. Click on the badge to see them.

④ Message

If you have some unread messages, a badge will be displayed. Click on it to see them.

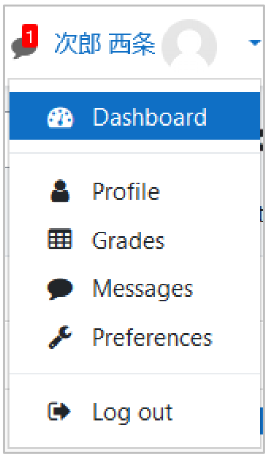

1
次郎 西条
Search
Contacts
Starred (1)
Group (0)
Private (1)
1
さくら 呉
18:41
1

You're behind on your assignments.

⑤ User Name and User Menu

Your name will be displayed on the top right of the screen.

When you click on the ▼button next to your name, the user menu will appear.


1
次郎 西条
Dashboard
Profile
Grades
Messages
Preferences
Log out

Dashboard: The screen that appears after you log in.

Profile: Your registration information will be displayed.

Grades: You can view your grades of all enrolled courses.

Messages : Check the messages that you received.

Preferences : You can access to various personal settings.

Log out : Logout from moodle.

⑥ My Course tree

Your enrolled courses are grouped by course category (year and term) and displayed in tree view.

⑦ Course overview

Your enrolled courses will be displayed.

⑧ Usage Status

You can check the current usage status.

⑨ Timeline

You can see the deadlines there.

⑩ Calendar

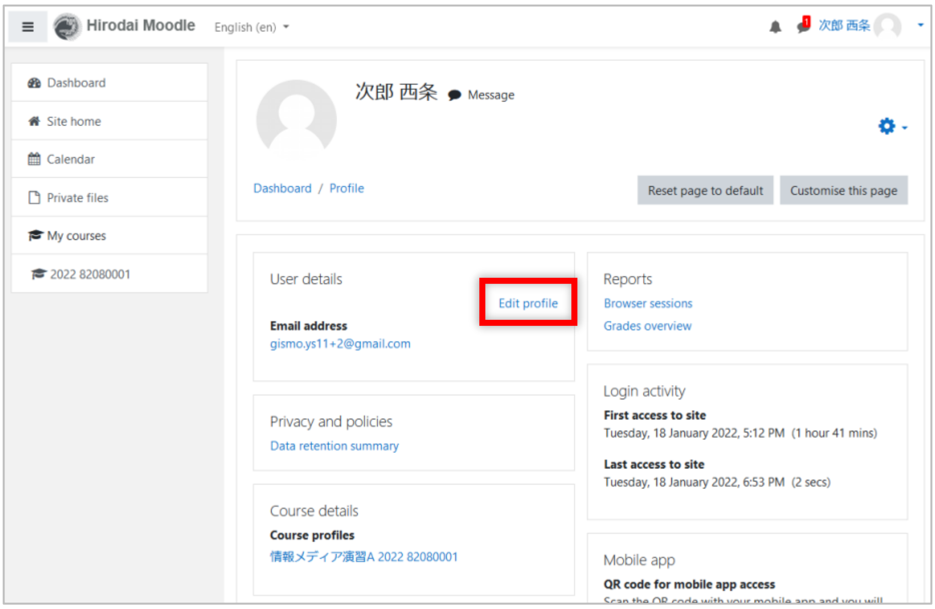
Events such as quizzes and assignment due dates will be displayed.

3 Changing registered e-mail address

By default, your name and "Hirodai mail" address are registered in "Hirodai moodle". These can be changed if you need.

In particular, it is a good idea to change your registered email address to one that you use frequently so that you don't miss any notifications from the "Hirodai moodle".

(1) Click ▼in the upper right corner of the screen, select [Profile], and then click [Edit Profile]


Hirodai Moodle
English (en)
次郎 西条
Dashboard
Site home
Calendar
Private files
My courses
2022 82080001
Message
Reset page to default
Customise this page
Edit profile
Browser sessions
Grades overview
Data retention summary

次郎 西条

Dashboard / Profile

User details

Email address
gismo.ys11+2@gmail.com

Reports

Privacy and policies

Course details

Course profiles
情報メディア演習A 2022 82080001

Login activity

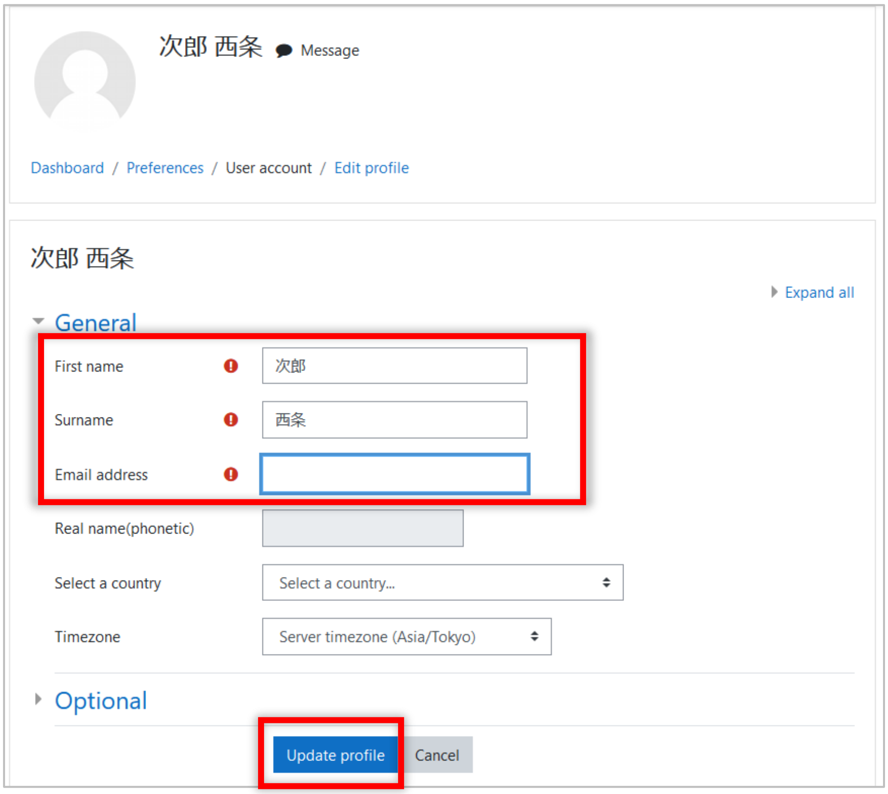
First access to site
Tuesday, 18 January 2022, 5:12 PM (1 hour 41 mins)

Last access to site
Tuesday, 18 January 2022, 6:53 PM (2 secs)

Mobile app

QR code for mobile app access

(2) Enter the information you want to change (first name, last name, email address), and click [Update Profile]


Message
Expand all
Update profile
Cancel

次郎 西条

Dashboard / Preferences / User account / Edit profile

次郎 西条

General

First name: 次郎

Surname: 西条

Email address:

Real name(phonetic):

Select a country: Select a country...

Timezone: Server timezone (Asia/Tokyo)

Optional

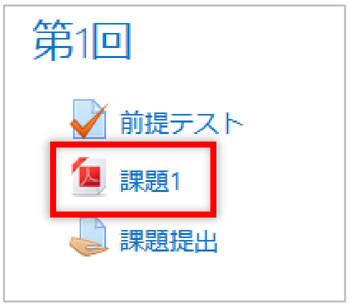
4 Class Materials

Review the materials shown in the moodle course.

4.1 File

The icon of the file will be displayed in the course. Click on it to see the contents.

※ The image below shows a PDF file, but the icon differs depending on the file type.



第1回

前提テスト

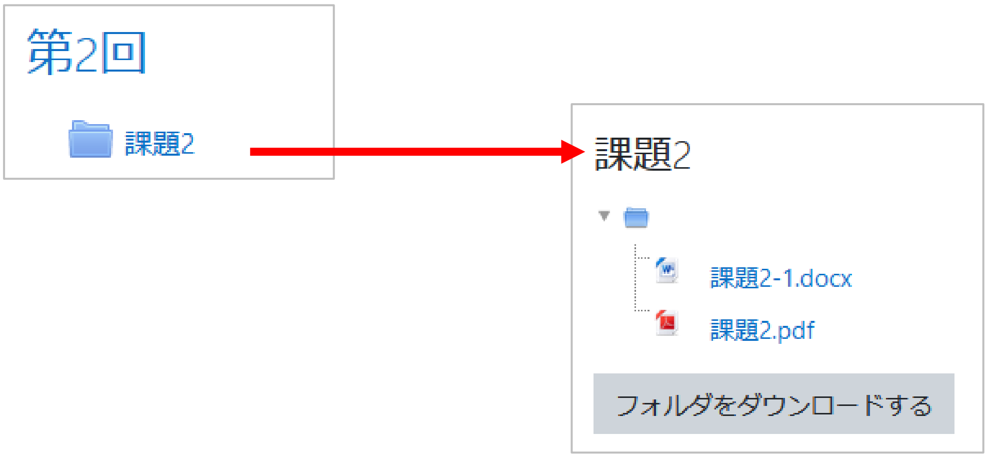
課題1

課題提出

4.2 Folder

Folders contain a collection of files.

Click on a folder to see a list of the files inside. You can also click [Download Folder] to download all the files in the folder at once.



第2回

課題2

課題2

課題2-1.docx

課題2.pdf

フォルダをダウンロードする

4.3 Page

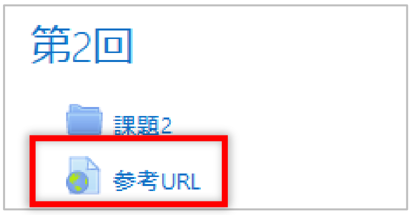
A page contains text, images, videos, or attachments.

Click on the 📄 icon to view its contents.

4.4 External page

URLs may be presented to refer to external web pages or videos.

Click on the 🌐 icon to view the web page or video.



4.5 Video

In moodle, you may see a video embedded into a page or may be provided a link to a certain movie. Most of the videos are available only to students enrolled in the class or members in Hiroshima University.

When you want to watch such videos, authentication is required.

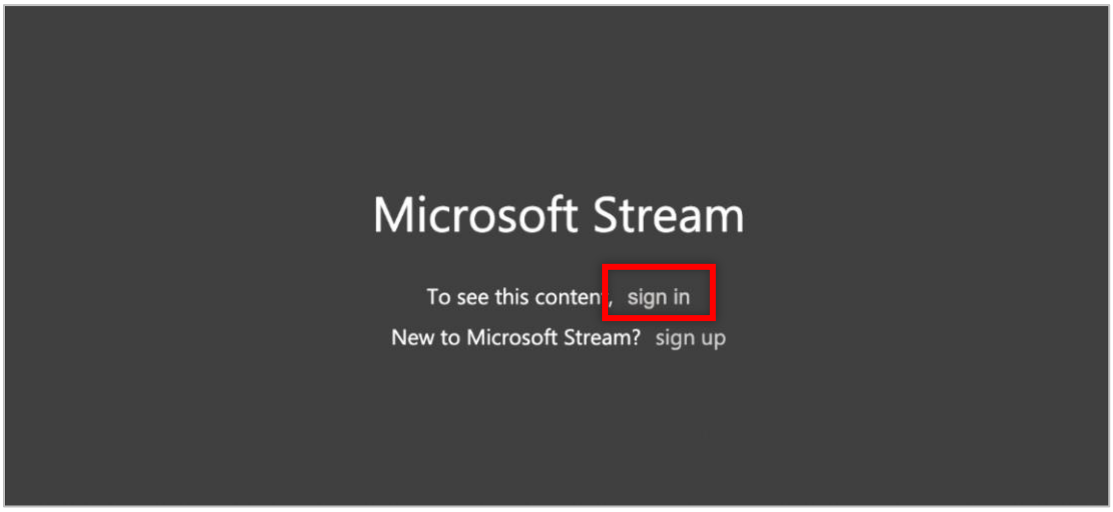
If you see the following screen when you try to watch a video, please sign/log in to the system with an appropriate ID and its password.

4.5.1 Microsoft Stream video

When the following screen appears, sign in to Microsoft Stream with "IMC account @hiroshima-u.ac.jp" and "Hirodai password".

- If the video is embedded into the page

  Click [sign in] to authenticate.

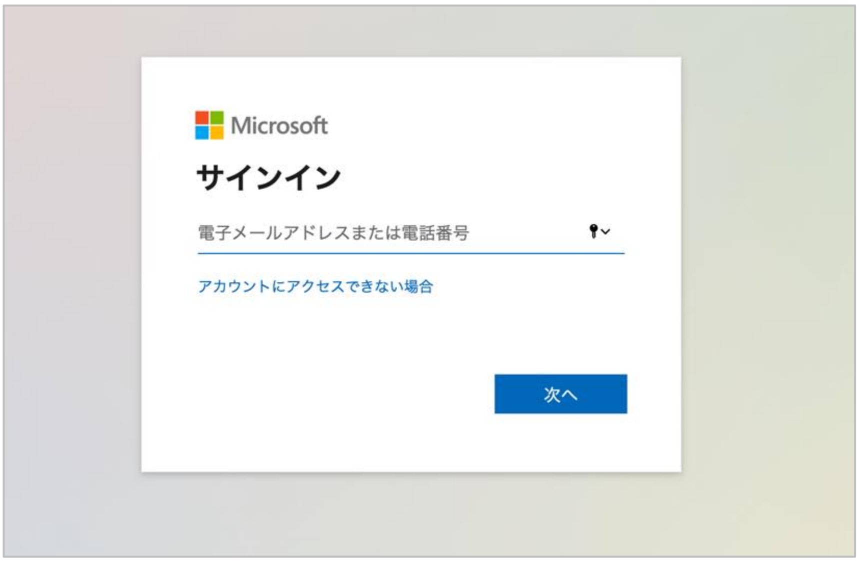


Microsoft Stream

To see this content, sign in

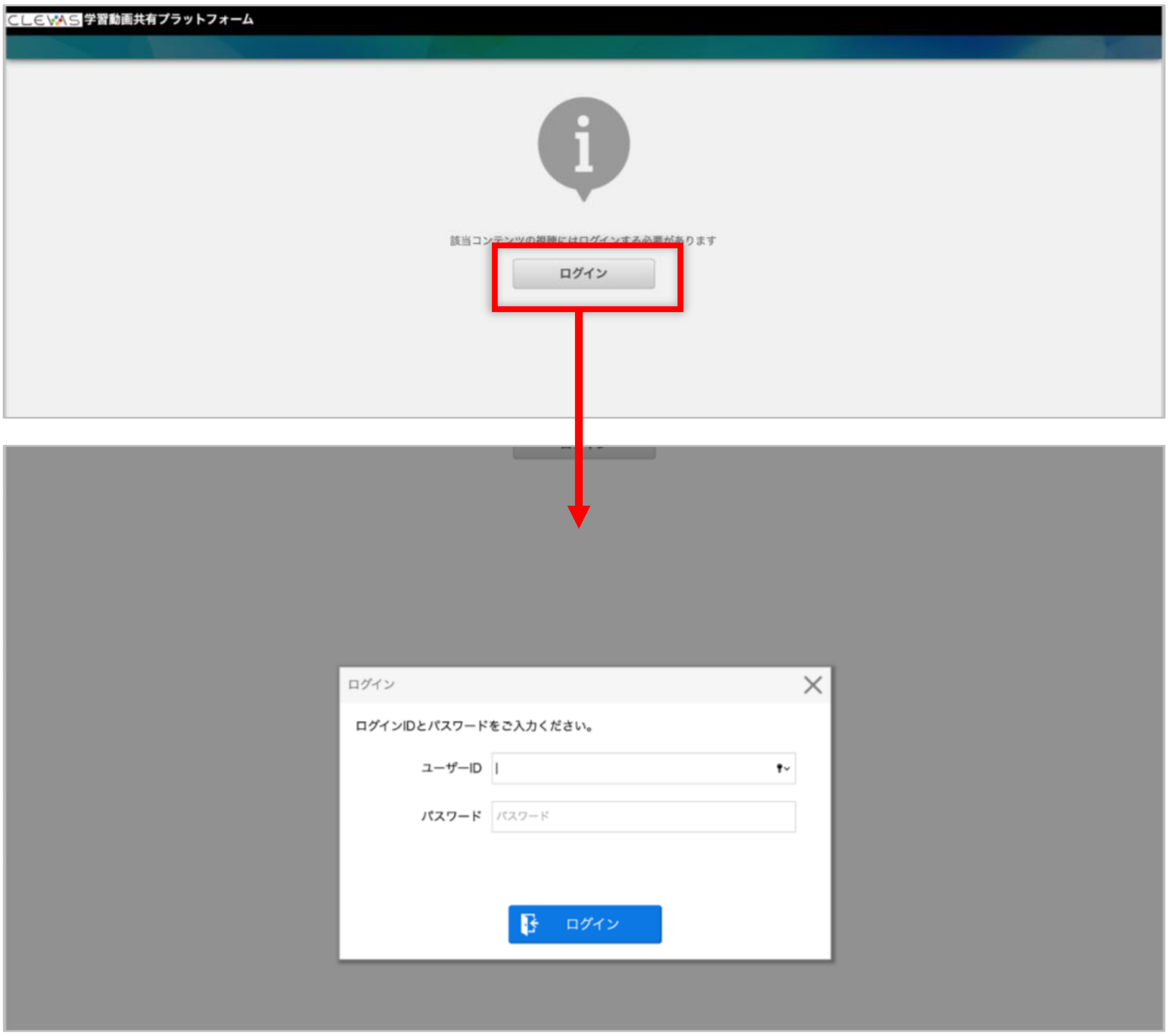
New to Microsoft Stream? sign up

- If the video is on an external page


Microsoft
サインイン
電子メールアドレスまたは電話番号
アカウントにアクセスできない場合
次へ

4.5.2 CLEVAS Video

When the following screen appears, click [Login] and log in to CLEVAS with your "Hirodai ID" and "Hirodai password".

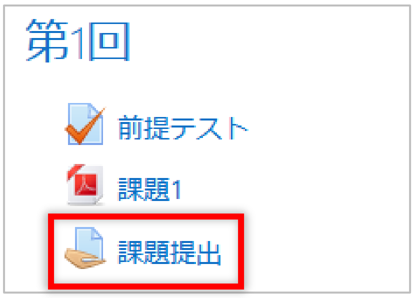

CLEVAS 学習動画共有プラットフォーム
ログイン
ログイン
ユーザーID
パスワード
パスワード
ログイン

該当コンテンツの視聴にはログインする必要があります

ログインIDとパスワードをご入力ください。

5 Assignment

When an assignment is set for the course, the icon will appear.



第1回

前提テスト

課題1

課題提出

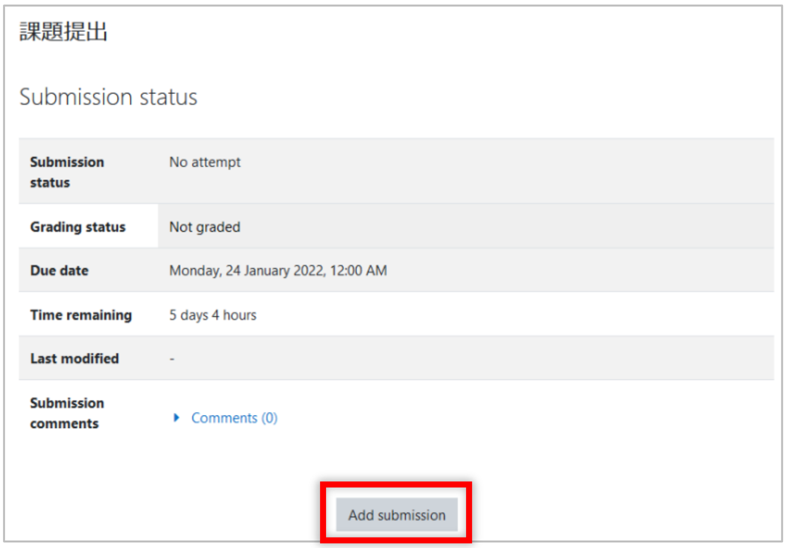
You can upload a file created in Word, Excel, etc. or by input text directly into the text area in moodle as an assignment submission. The assignment instructions will tell you which method you should take.

After submitting the assignment, you can also check the feedback (comments) from your instructor or grade on your submission.

5.1 File Submission

(1) When you click on the assignment, you will see its deadline [Due date] and remaining time [Time remaining]

(2) Click [Add submission]

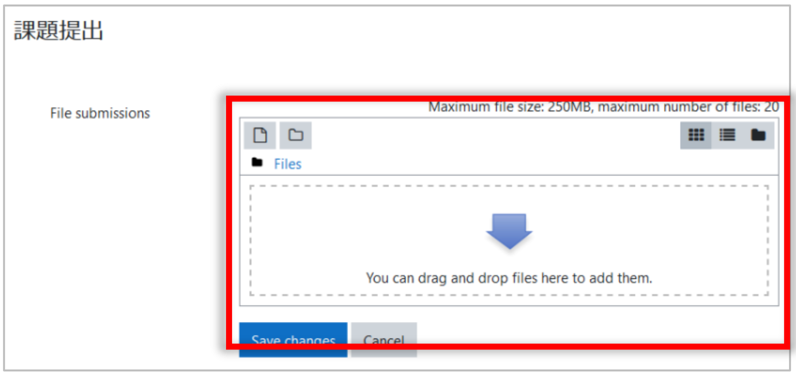


課題提出

Submission status

Submission status	No attempt
Grading status	Not graded
Due date	Monday, 24 January 2022, 12:00 AM
Time remaining	5 days 4 hours
Last modified	-
Submission comments	▸ Comments (0)

(3) Drag and drop your file to the box

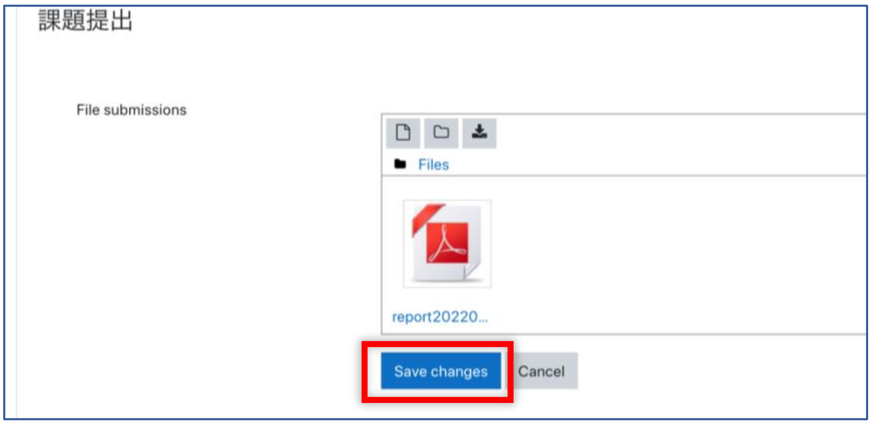


課題提出

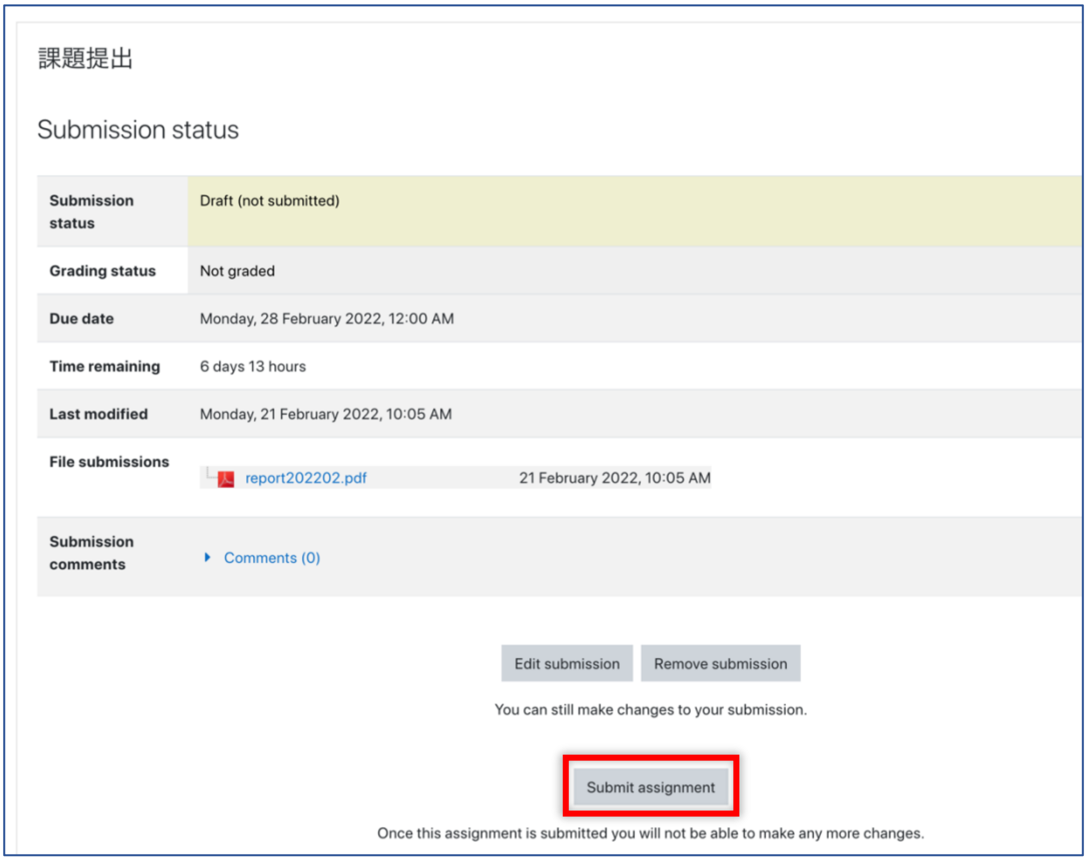
File submissions

Maximum file size: 250MB, maximum number of files: 20

(4) Click [Save changes] and your work will be saved as a draft


課題提出
File submissions
Files
report20220...
Save changes
Cancel

(5) Click [Submit assignment]


課題提出

Submission status

Submission status	Draft (not submitted)
Grading status	Not graded
Due date	Monday, 28 February 2022, 12:00 AM
Time remaining	6 days 13 hours
Last modified	Monday, 21 February 2022, 10:05 AM
File submissions	report202202.pdf 21 February 2022, 10:05 AM
Submission comments	▸ Comments (0)

Edit submission
Remove submission

You can still make changes to your submission.

Submit assignment

Once this assignment is submitted you will not be able to make any more changes.

※ Note that your [Submission status] is "Draft (not submitted) ".

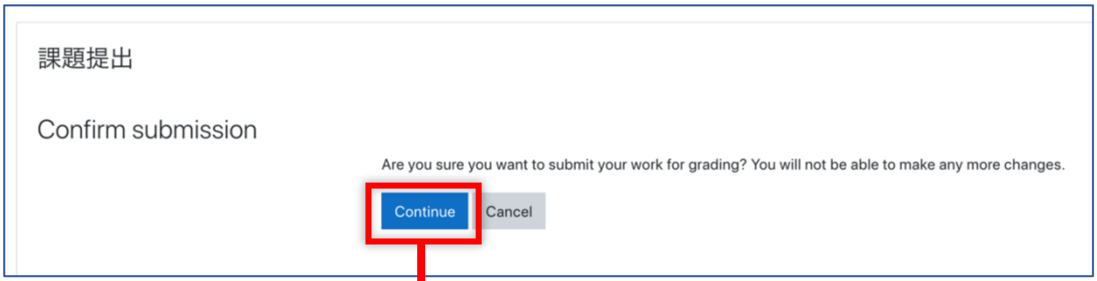
※ You can still edit/delete your work.

※ Click [Edit submission], if you want to edit your work

※ Click [Remove submission], if you want to delete your work

※ Once you click [Submit assignment], you will not be able to edit/delete your work.

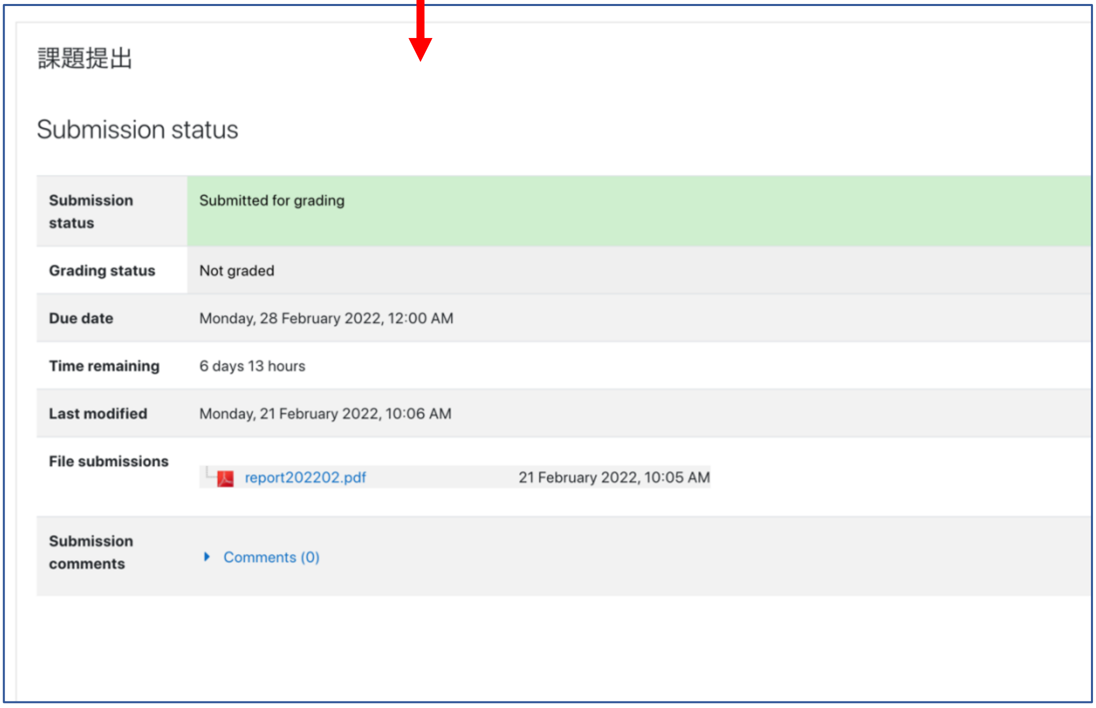
(6) Click [Continue]



課題提出

Confirm submission

Are you sure you want to submit your work for grading? You will not be able to make any more changes.



課題提出

Submission status

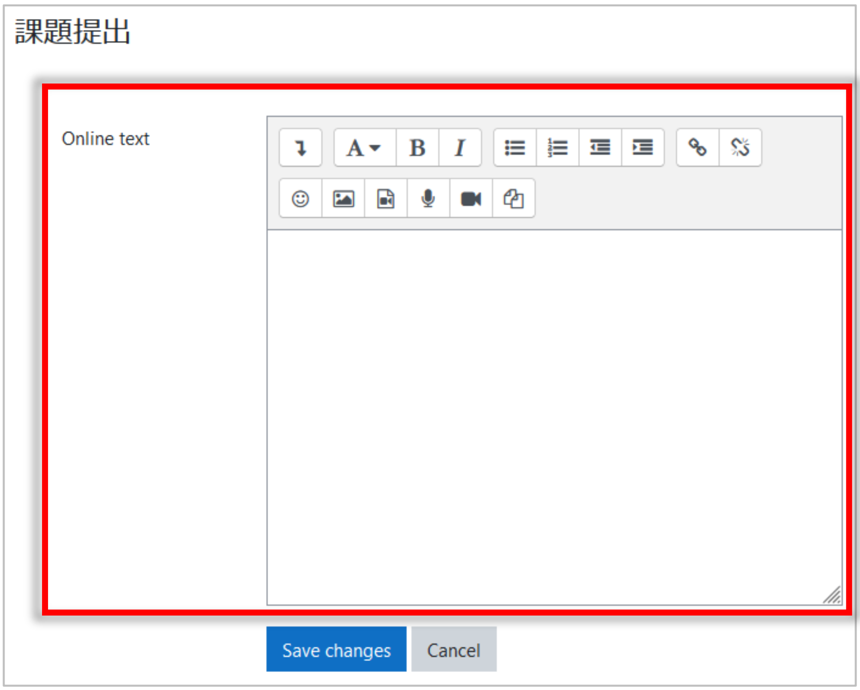
Submission status	Submitted for grading
Grading status	Not graded
Due date	Monday, 28 February 2022, 12:00 AM
Time remaining	6 days 13 hours
Last modified	Monday, 21 February 2022, 10:06 AM
File submissions	report202202.pdf 21 February 2022, 10:05 AM
Submission comments	▸ Comments (0)

When you have submitted the assignment, the message [Submitted for grading] will appear.

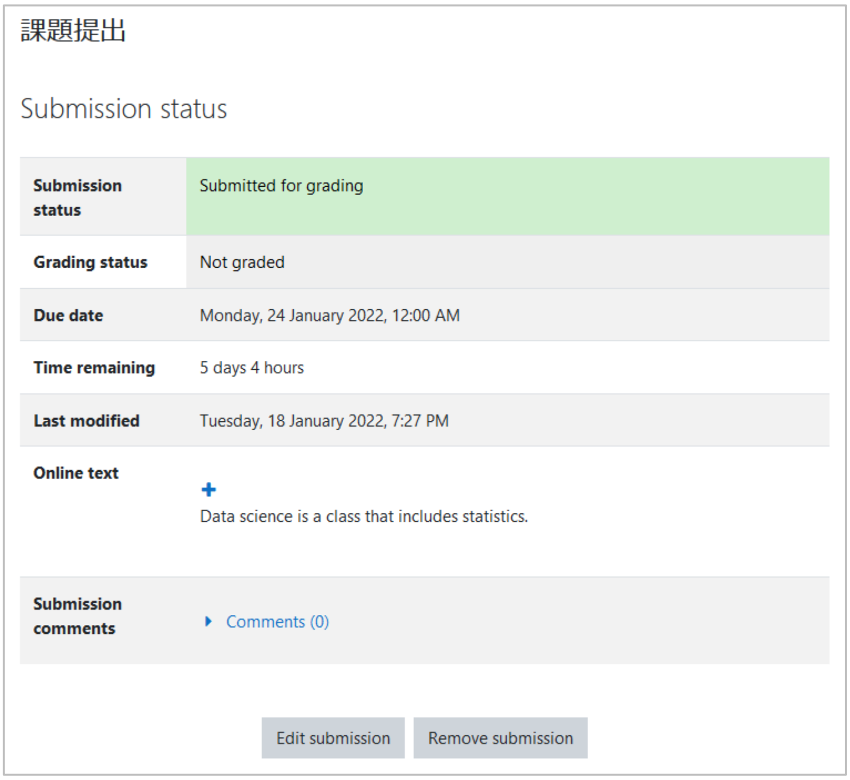
5.2 Text entry

(1) Click on the assignment, and then click [Add Submission]

(2) After entering the information in the text entry field that appears, click [Save changes]


課題提出
Online text
Save changes
Cancel

When the assignment has been submitted, the message "Submitted for Grading" will appear.


課題提出

Submission status

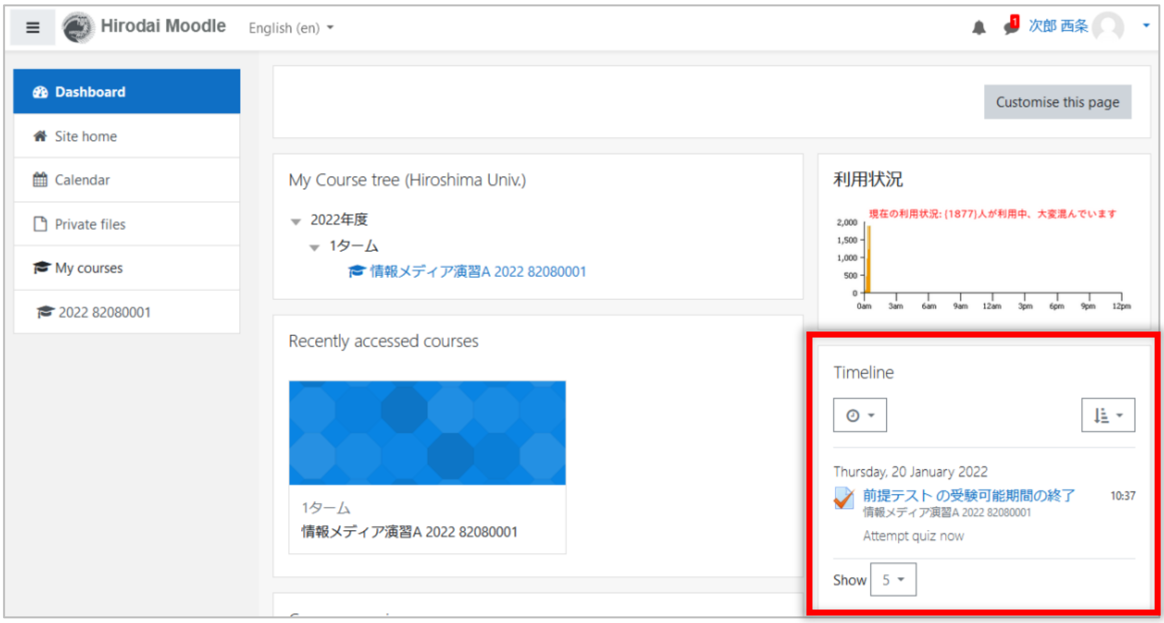
Submission status	Submitted for grading
Grading status	Not graded
Due date	Monday, 24 January 2022, 12:00 AM
Time remaining	5 days 4 hours
Last modified	Tuesday, 18 January 2022, 7:27 PM
Online text	Data science is a class that includes statistics.
Submission comments	Comments (0)

Edit submission
Remove submission

If you want to change your answers, click [Edit submission]. If you want to delete your responses, click [Remove submission].

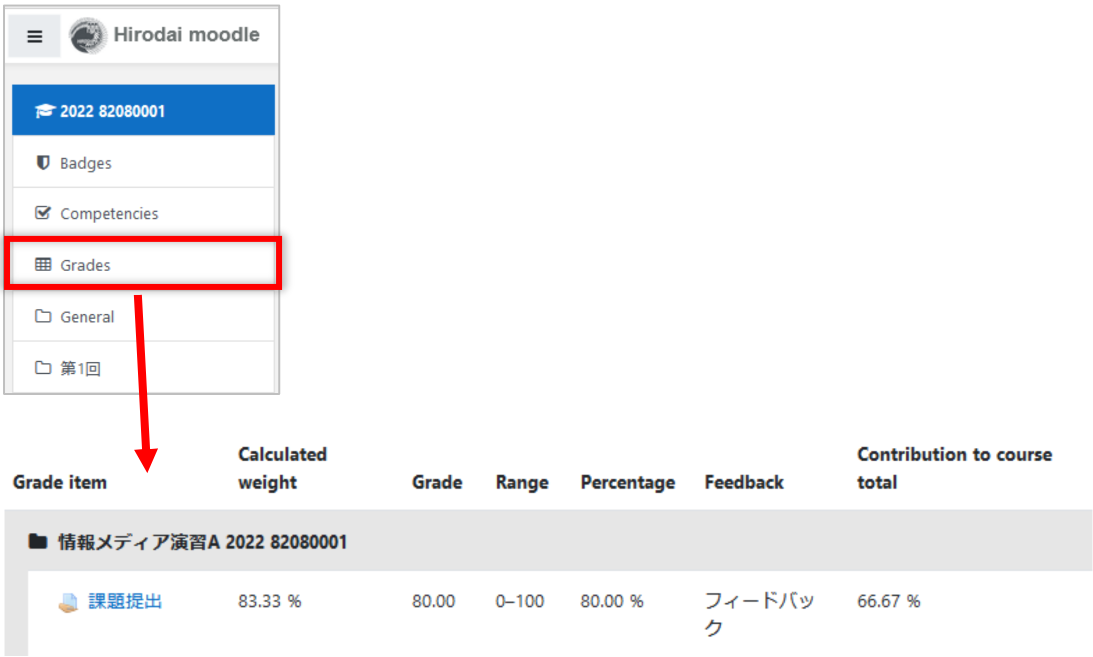
5.3 Deadlines

Deadlines for assignments will be listed in the Timeline in the Dashboard.


Hirodai Moodle
English (en)
次郎 西条
Dashboard
Site home
Calendar
Private files
My courses
2022 82080001
Customise this page
My Course tree (Hiroshima Univ.)
2022年度
1ターム
情報メディア演習A 2022 82080001
利用状況
現在の利用状況: (1877)人が利用中、大変混んでいます
2,000
1,500
1,000
500
0
0am
3am
6am
9am
12am
3pm
6pm
9pm
12pm
Recently accessed courses
1ターム
情報メディア演習A 2022 82080001
Timeline
Thursday, 20 January 2022
前提テスト の受験可能期間の終了
10:37
情報メディア演習A 2022 82080001
Attempt quiz now
Show
5

5.4 Grades

Click Grades in the navigation drawer on the left side of the screen, you will see grades of your submissions and comments from your instructor.

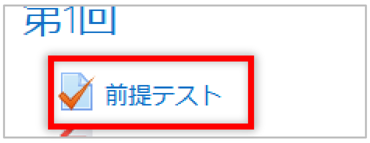

Hirodai moodle
2022 82080001
Badges
Competencies
Grades
General
第1回

Grade item	Calculated weight	Grade	Range	Percentage	Feedback	Contribution to course total
情報メディア演習A 2022 82080001						
課題提出	83.33 %	80.00	0–100	80.00 %	フィードバック	66.67 %

Clicking the name of assignment, you will see its page.

6 Quiz

If a quiz is set for the course, the ✓ icon will appear.

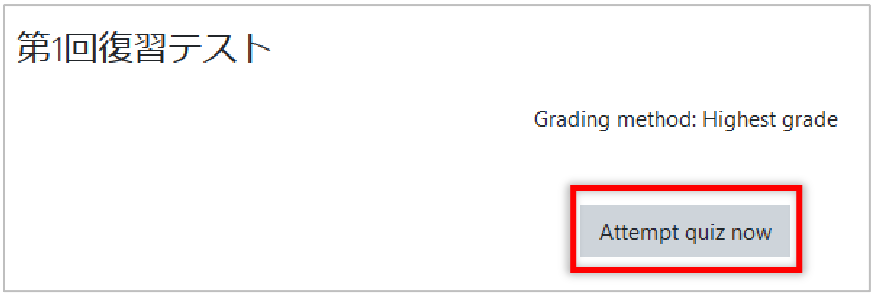


第1回

前提テスト

6.1 Taking a quiz

(1) Click on the quiz you want to take, and then click [Attempt quiz now]

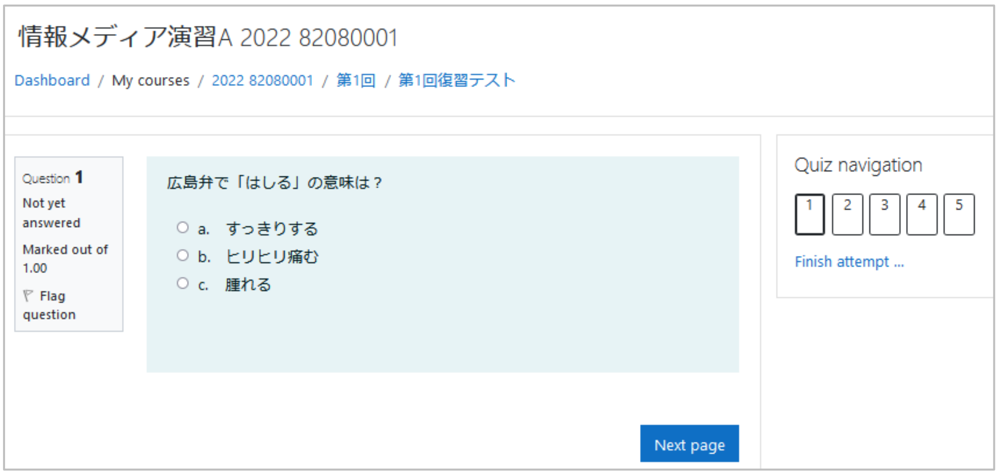


第1回復習テスト

Grading method: Highest grade

Attempt quiz now

(2) When a question appears, follow the instructions to answer it



情報メディア演習A 2022 82080001

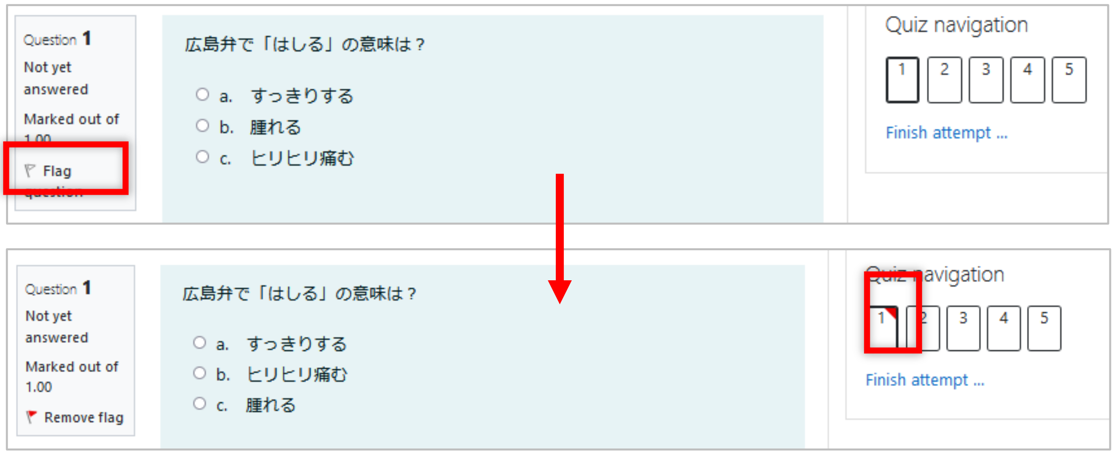
Dashboard / My courses / 2022 82080001 / 第1回 / 第1回復習テスト

Question 1
Not yet answered
Marked out of 1.00
Flag question

広島弁で「はしる」の意味は？

○ a. すっきりする
○ b. ヒリヒリ痛む
○ c. 腫れる

Quiz navigation
1 2 3 4 5
Finish attempt ...
Next page



Question 1
Not yet answered
Marked out of 1.00
Flag question

広島弁で「はしる」の意味は？

○ a. すっきりする
○ b. 腫れる
○ c. ヒリヒリ痛む

Question 1
Not yet answered
Marked out of 1.00
Remove flag

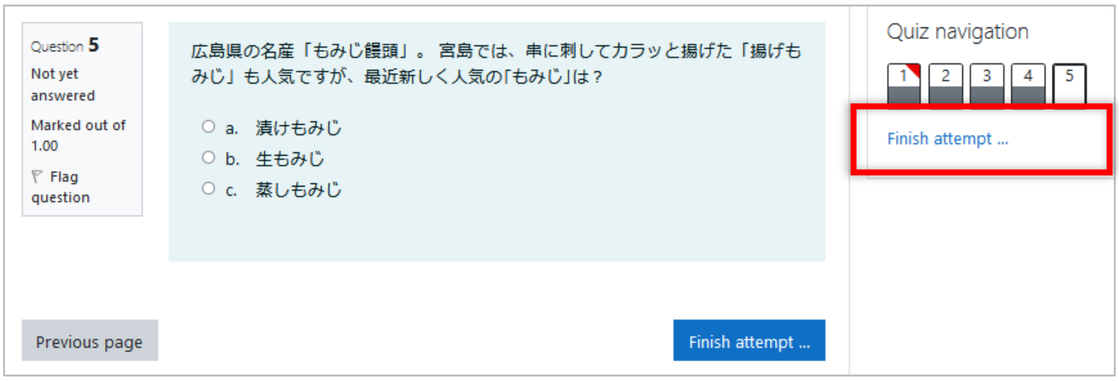
広島弁で「はしる」の意味は？

○ a. すっきりする
○ b. ヒリヒリ痛む
○ c. 腫れる

Quiz navigation
1 2 3 4 5
Finish attempt ...

You can add a flag to a question by clicking on "Flag". This is useful for marking questions that you want to review later. However, depending on the settings of the quiz, you may not be able to view the contents of the quiz after you have taken it.

(3) Answer all the questions and click [Finish attempt]



Question 5

Not yet answered

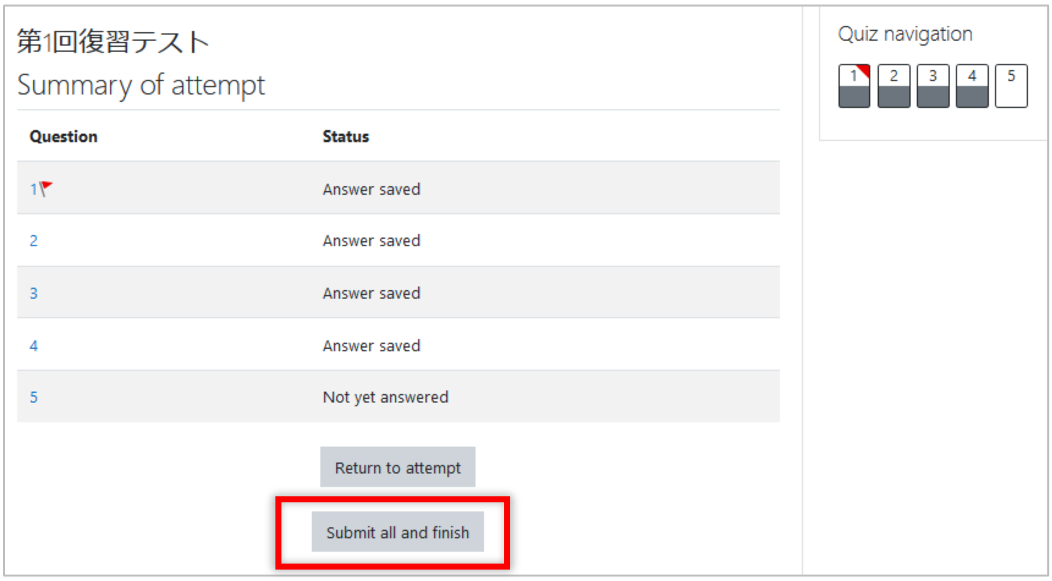
Marked out of 1.00

広島県の名産「もみじ饅頭」。 宮島では、串に刺してカラッと揚げた「揚げもみじ」も人気ですが、最近新しく人気の「もみじ」は？

○ a. 漬けもみじ
○ b. 生もみじ
○ c. 蒸しもみじ

Flag question
Previous page
Finish attempt ...
Quiz navigation
1
2
3
4
5
Finish attempt ...

(4) When the Summary of attempt screen will appear, click [Submit all answers and exit] to finish the exam



第1回復習テスト

Summary of attempt

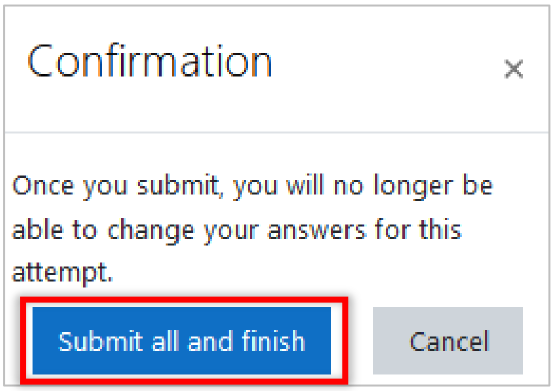
Question	Status
1	Answer saved
2	Answer saved
3	Answer saved
4	Answer saved
5	Not yet answered

Return to attempt
Submit all and finish
Quiz navigation
1
2
3
4
5

※ Click [Return to attempt] to return to the quiz

※ Click on the question number in the table or the quiz navigation to view the question, you can review your answers.

(5) Click [Submit all and finish]



Confirmation

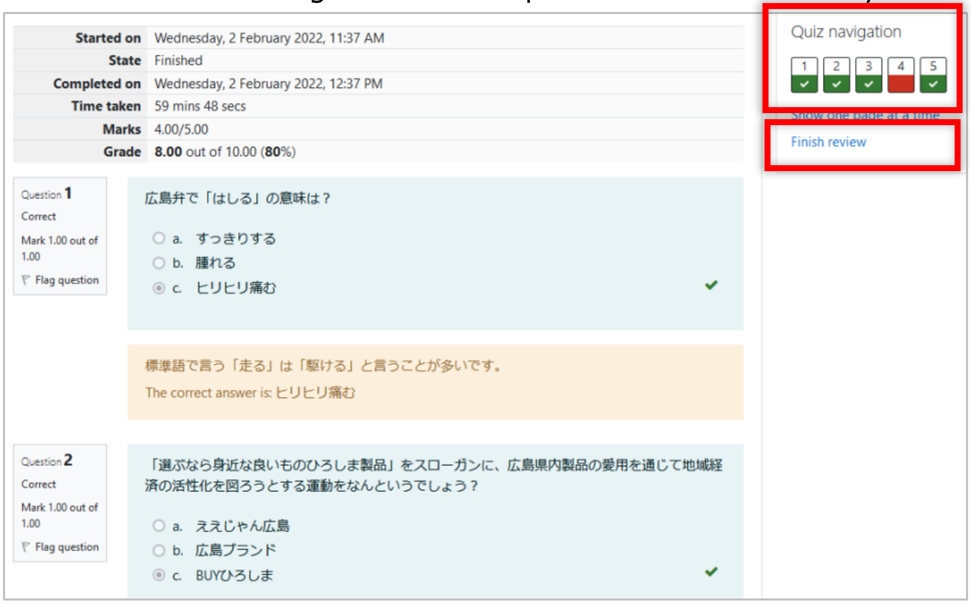
Once you submit, you will no longer be able to change your answers for this attempt.

×
Submit all and finish
Cancel

You may see a review page after you finish the quiz.

What you see in the review page depends on the quiz settings. The review page may contain the quiz attempt (date and time of attempt, time required, answers submitted), correct and incorrect answers, or score. Click on a question number in Quiz navigation, you can jump to the question.

Click "Finish Review" to go back to the previous exam summary screen.



Started on	Wednesday, 2 February 2022, 11:37 AM
State	Finished
Completed on	Wednesday, 2 February 2022, 12:37 PM
Time taken	59 mins 48 secs
Marks	4.00/5.00
Grade	**8.00** out of 10.00 (**80**%)

Question **1**
Correct
Mark 1.00 out of 1.00

広島弁で「はしる」の意味は？

○ a. すっきりする
○ b. 腫れる
● c. ヒリヒリ痛む ✓

標準語で言う「走る」は「駆ける」と言うことが多いです。

The correct answer is: ヒリヒリ痛む

Question **2**
Correct
Mark 1.00 out of 1.00

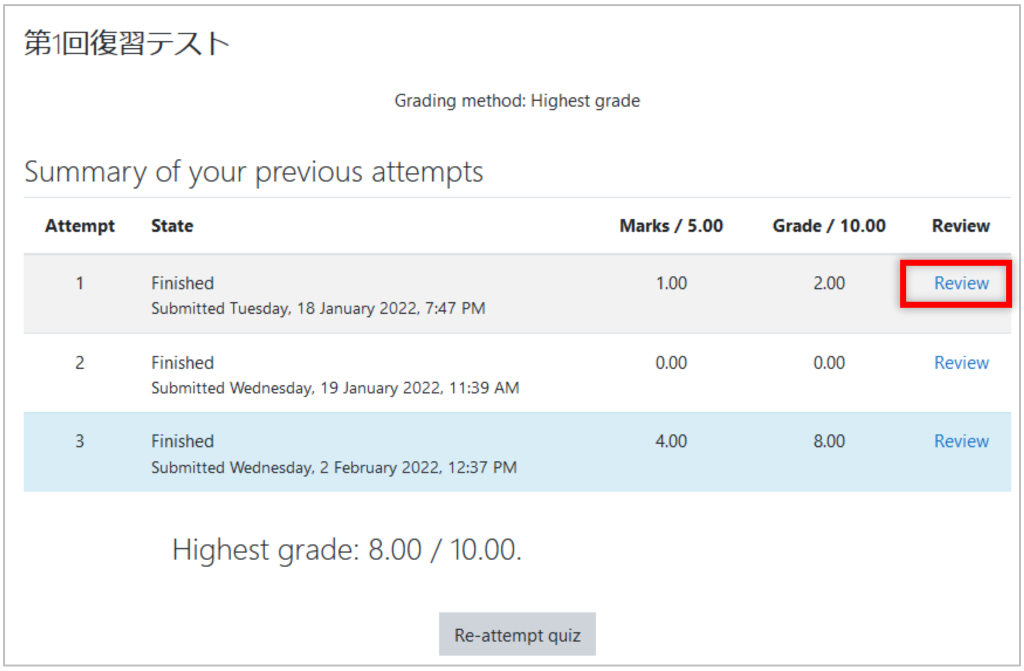
「選ぶなら身近な良いものひろしま製品」をスローガンに、広島県内製品の愛用を通じて地域経済の活性化を図ろうとする運動をなんというでしょう？

○ a. ええじゃん広島
○ b. 広島ブランド
● c. BUYひろしま ✓

6.2 Reviewing quizzes

※ You may not be able to review some quizzes. It depends on the quiz settings.

When you click on a quiz, you will see the quiz summary. Click on [Review] to display the review page for that quiz.



第1回復習テスト

Grading method: Highest grade

Summary of your previous attempts

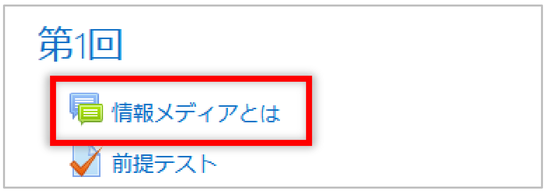
Attempt	State	Marks / 5.00	Grade / 10.00	Review
1	Finished Submitted Tuesday, 18 January 2022, 7:47 PM	1.00	2.00	Review
2	Finished Submitted Wednesday, 19 January 2022, 11:39 AM	0.00	0.00	Review
3	Finished Submitted Wednesday, 2 February 2022, 12:37 PM	4.00	8.00	Review

Highest grade: 8.00 / 10.00.

7 Forum

It is used for online discussions on moodle.

If a forum has been set up for the course, the 💬 icon will be displayed.



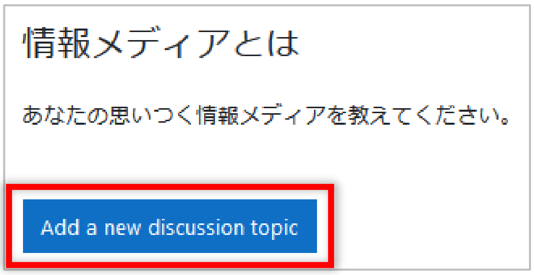
第1回

情報メディアとは

前提テスト

7.1 Posting to the forum

(1) Click on the forum, and then click [Add a new discussion topic]

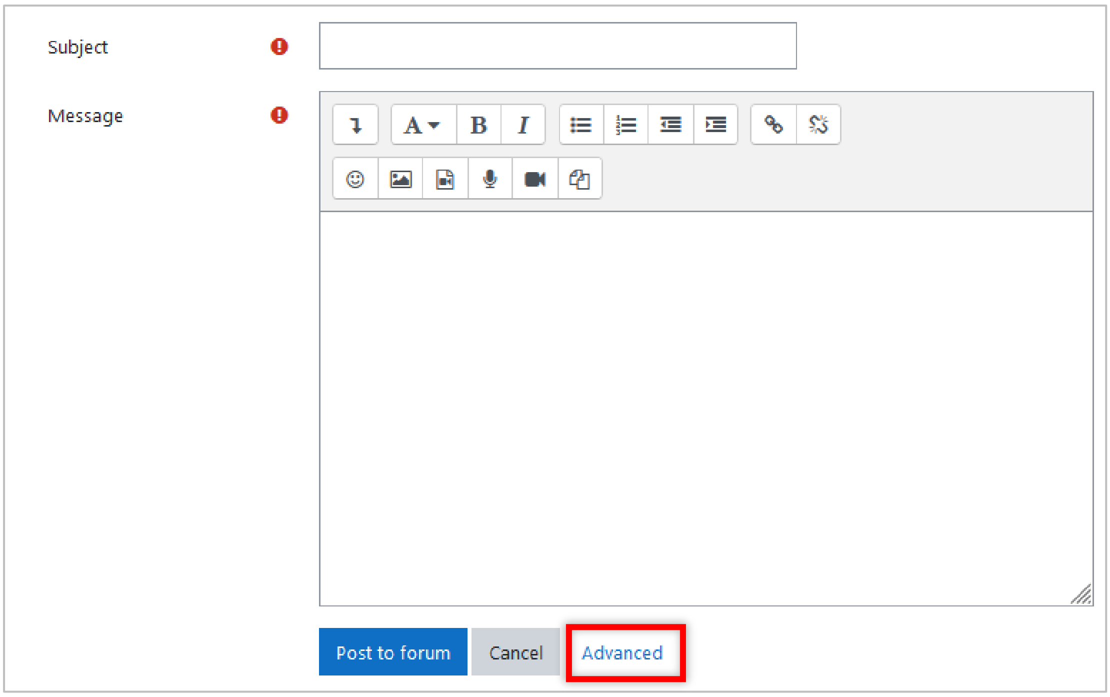


情報メディアとは

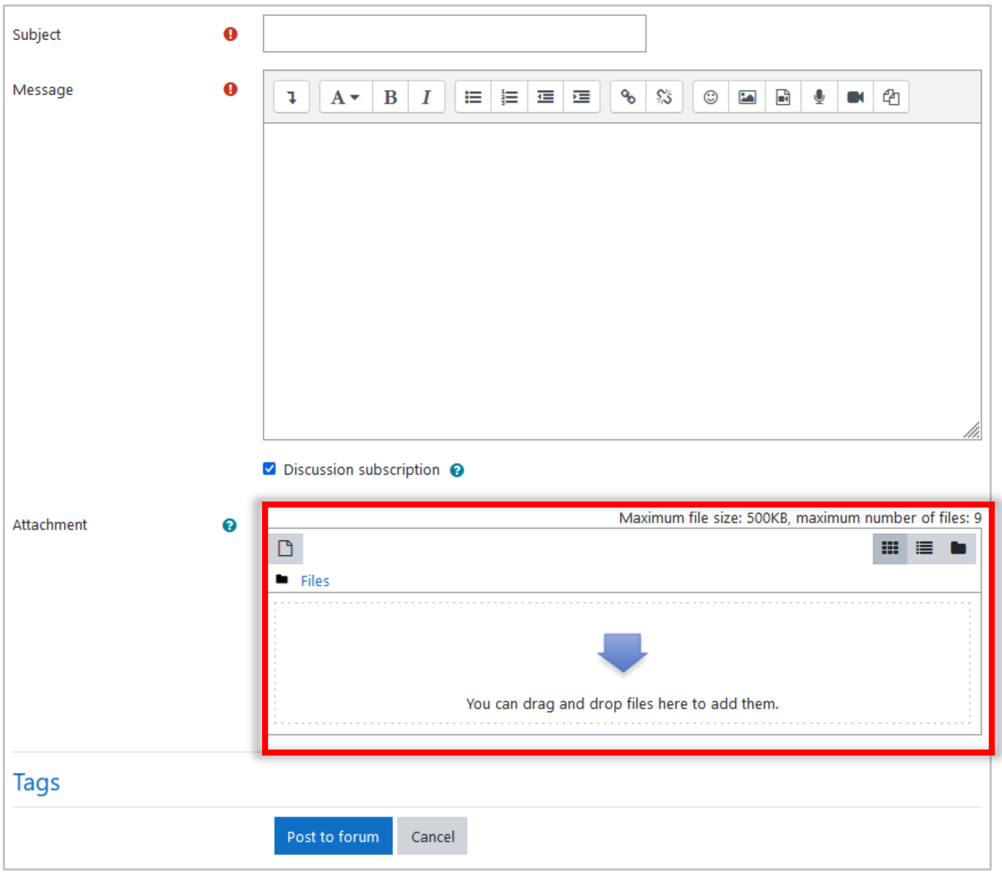
あなたの思いつく情報メディアを教えてください。

Add a new discussion topic

(2) Input [Subject], [Message], or, if you want to attach a file, click [Advanced]


Subject
Message
Post to forum
Cancel
Advanced

(3)　Drag and drop the file that you want to upload


Subject
Message
Discussion subscription
Attachment
Files
Tags
Post to forum
Cancel

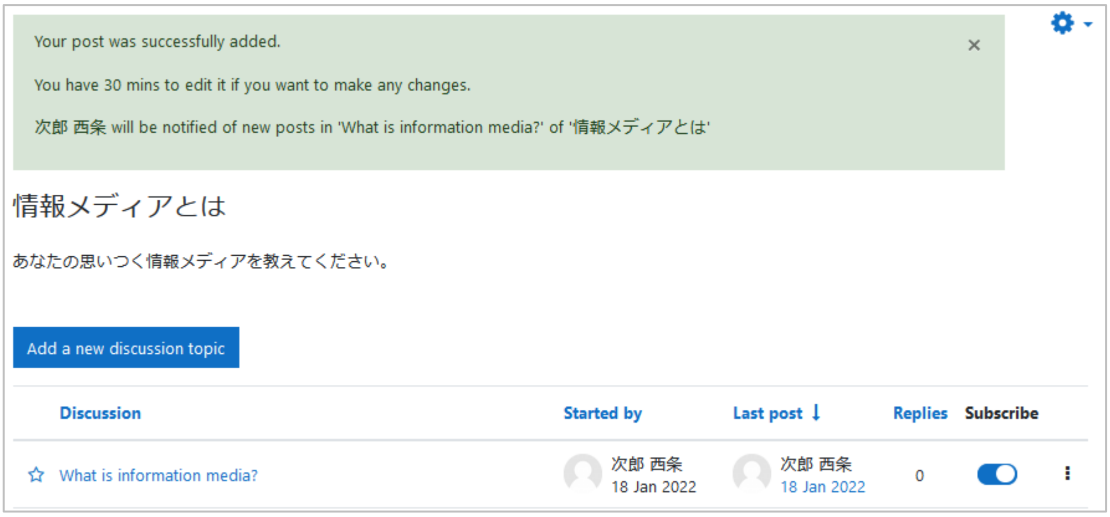
☑ Discussion subscription

Maximum file size: 500KB, maximum number of files: 9

You can drag and drop files here to add them.

(4)　After filling in the required information, click [Post to Forum]

When you post in the forum, it will appear in the list.


Add a new discussion topic

Your post was successfully added.

You have 30 mins to edit it if you want to make any changes.

次郎 西条 will be notified of new posts in 'What is information media?' of '情報メディアとは'

情報メディアとは

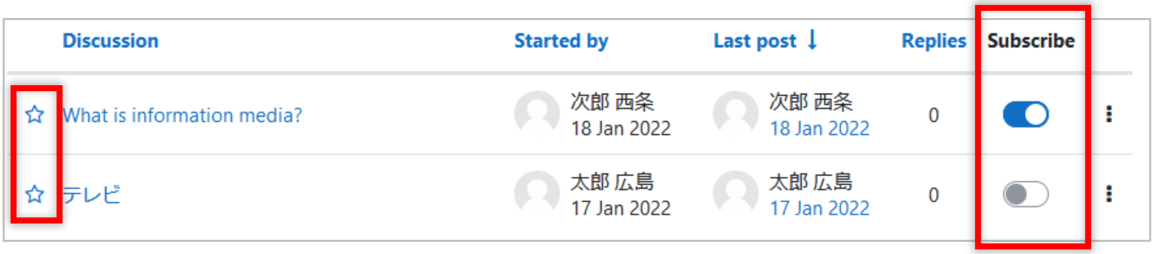
あなたの思いつく情報メディアを教えてください。

Discussion	Started by	Last post	Replies	Subscribe
What is information media?	次郎 西条 18 Jan 2022	次郎 西条 18 Jan 2022	0	

7.2 Subscribing to forums

You may be able to choose whether to subscribe to a certain forum or not.

If you choose "Subscribe," you will receive email notifications when new posts are added to the forum. If you do not want email notifications, gray out the subscribe.



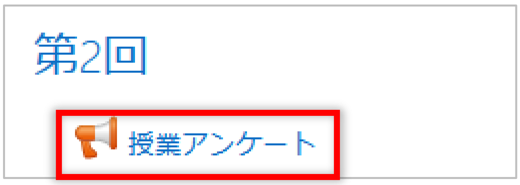
Discussion	Started by	Last post ↓	Replies	Subscribe
☆ What is information media?	次郎 西条 18 Jan 2022	次郎 西条 18 Jan 2022	0	●
☆ テレビ	太郎 広島 17 Jan 2022	太郎 広島 17 Jan 2022	0	○

Clicking on the ☆mark, you can star a certain discussion.

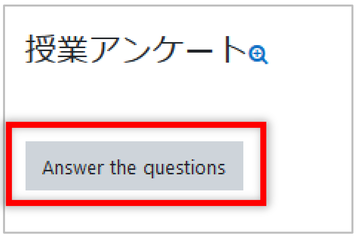
8 Feedback

This is a survey in moodle.

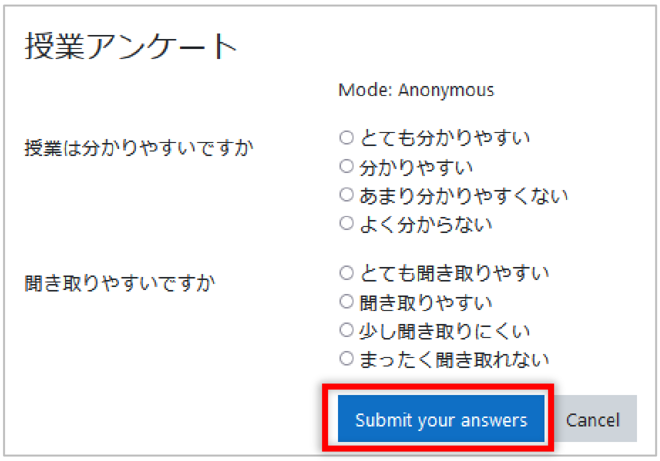
If feedback is set for the course, the 📢 icon will appear.


第2回
授業アンケート

(1) Click the feedback, then click [Answer the questions]


授業アンケート
Answer the questions

(2) Answer the questions and click [Send your answers]


授業アンケート

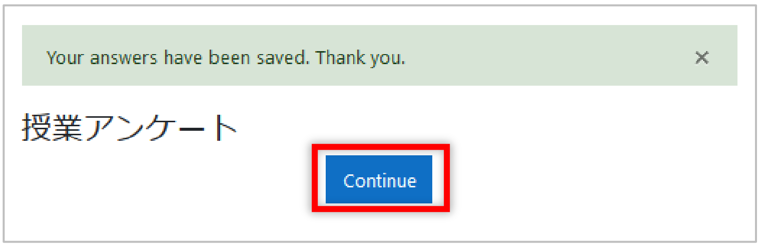
Mode: Anonymous

授業は分かりやすいですか
○ とても分かりやすい
○ 分かりやすい
○ あまり分かりやすくない
○ よく分からない

聞き取りやすいですか
○ とても聞き取りやすい
○ 聞き取りやすい
○ 少し聞き取りにくい
○ まったく聞き取れない

Submit your answers
Cancel

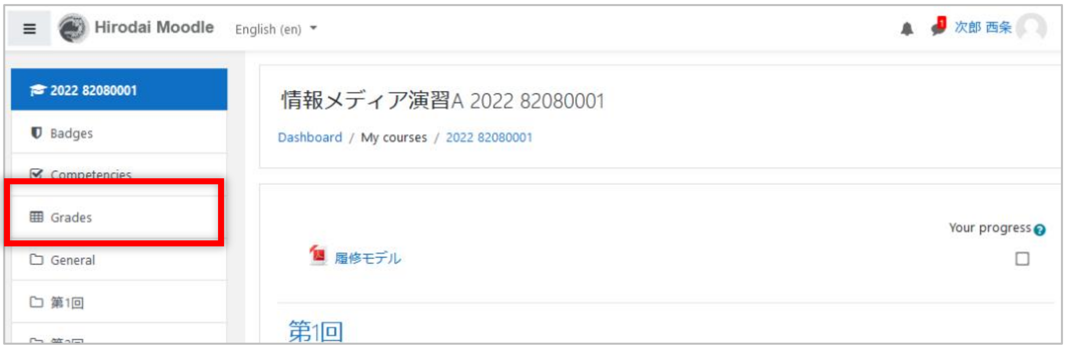
(3) Click [Continue] to return to the course


Your answers have been saved. Thank you.
×
授業アンケート
Continue

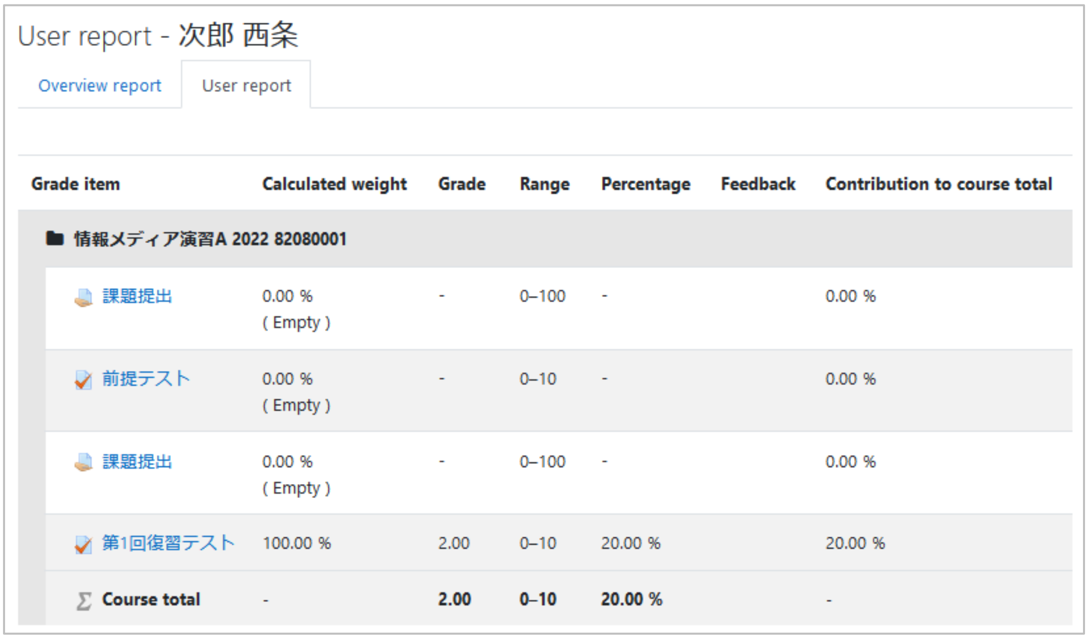
9 Grades

Check the grades in moodle.

(1) Click Grades in the navigation drawer on the left side of the screen


Hirodai Moodle
English (en)
次郎 西条
2022 82080001
Badges
Competencies
Grades
General
第1回
情報メディア演習A 2022 82080001
Dashboard / My courses / 2022 82080001
Your progress
履修モデル
第1回

(2) See the grades for the items in the course



User report - 次郎 西条

Overview report | User report

Grade item	Calculated weight	Grade	Range	Percentage	Feedback	Contribution to course total
情報メディア演習A 2022 82080001						
課題提出	0.00 % (Empty)	-	0–100	-		0.00 %
前提テスト	0.00 % (Empty)	-	0–10	-		0.00 %
課題提出	0.00 % (Empty)	-	0–100	-		0.00 %
第1回復習テスト	100.00 %	2.00	0–10	20.00 %		20.00 %
Course total	-	**2.00**	**0–10**	**20.00 %**		-

If you click on the link for a quiz or assignment, you will move to a certain page.