

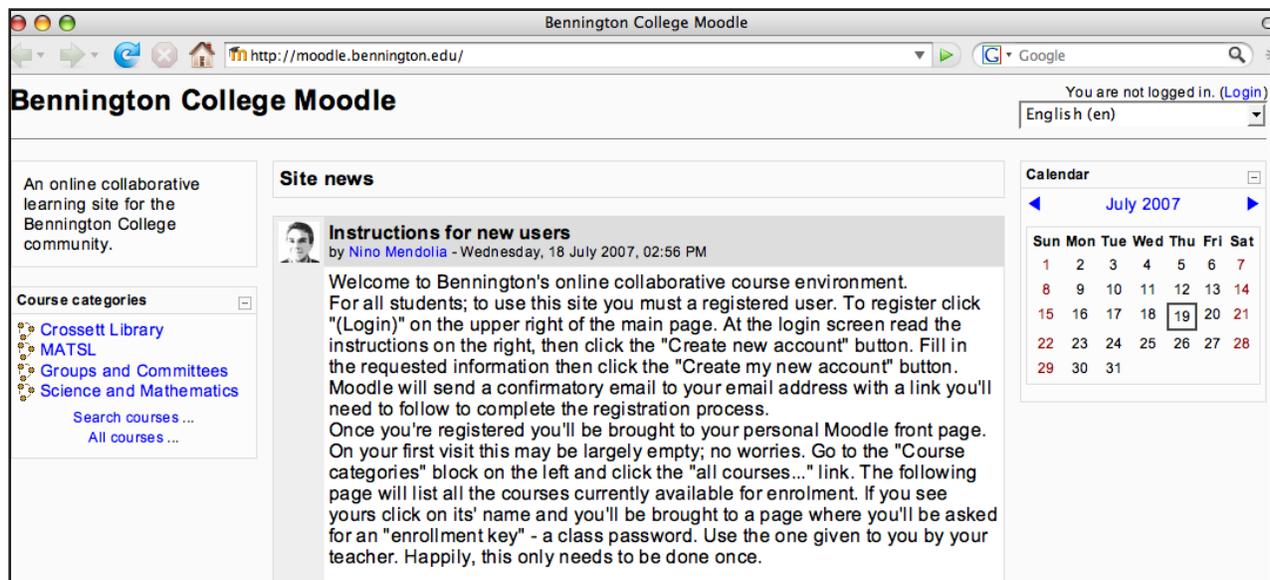
Bennington College Courses Online: Working with Moodle

Tutorial 1: Registering for a Moodle account and accessing your online course.

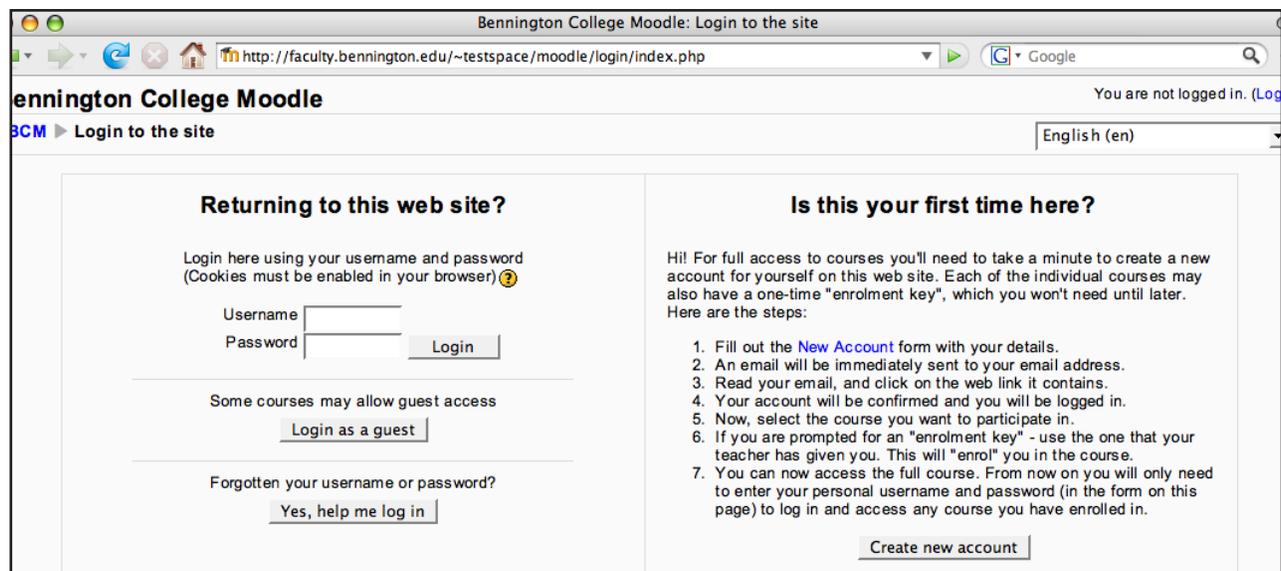
Bennington College has chosen the Open Source course management system Moodle to help faculty and students develop a stimulating collaborative online learning environment. Moodle is easy to use and very flexible. It is well supported across multiple browsers on both Mac OS X and Windows platforms.

To access your Bennington College online course you will need to create a login account. Please follow these simple steps.

1 - Go to <http://moodle.bennington.edu>



On the upper right corner of the screen, click the "Login" link. Read the instructions on the right then click the "Create new account" button.



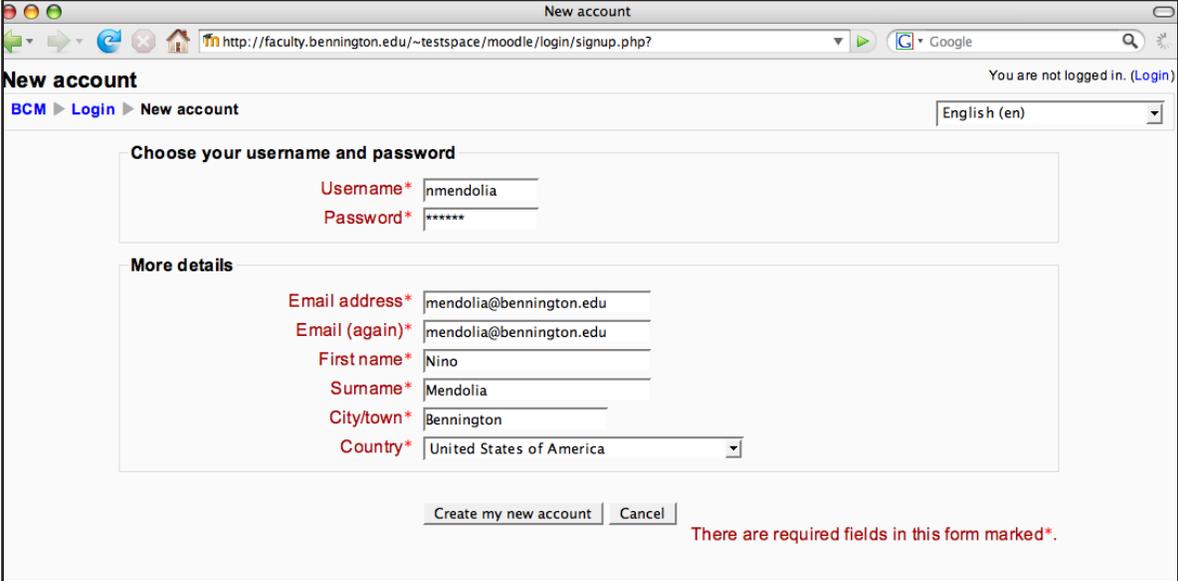
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2 - Fill out the requested information on the next screen. Please choose a screen name that clearly identifies you; for example, one that uses your first initial and last name. Also, make a note of the password you create. No one, including the Moodle administrator, will have access to your password should you forget it, you will have to contact the Moodle admin to have your password reset.

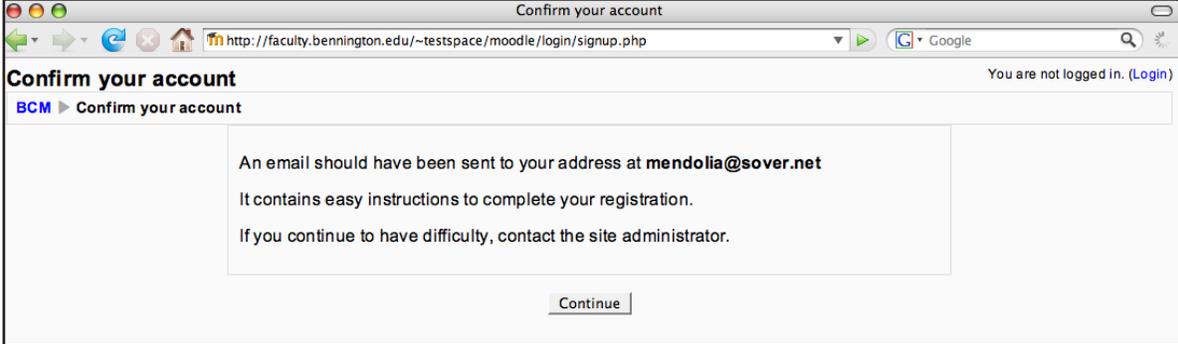
Make sure you provide a valid email address. An email will be sent to that address with instructions for completing the registration process.

Once you have filled in the requested information click the "Create my new account" button.



The screenshot shows a web browser window titled "New account" with the URL <http://faculty.bennington.edu/~testspace/moodle/login/signup.php?>. The page header includes "BCM > Login > New account" and a language dropdown set to "English (en)". The main form is titled "Choose your username and password" and contains two input fields: "Username*" with the value "nmendolia" and "Password*" with masked characters "*****". Below this is a section titled "More details" with several input fields: "Email address*" (mendolia@bennington.edu), "Email (again)*" (mendolia@bennington.edu), "First name*" (Nino), "Surname*" (Mendolia), "City/town*" (Bennington), and "Country*" (United States of America). At the bottom of the form are two buttons: "Create my new account" and "Cancel". A red error message at the bottom right states "There are required fields in this form marked*."

3 - The confirmation email includes an authenticated link back to the main site. It will tell Moodle you have registered with a legitimate email address. Once you have received it, click the link and return to the Bennington College Moodle site.



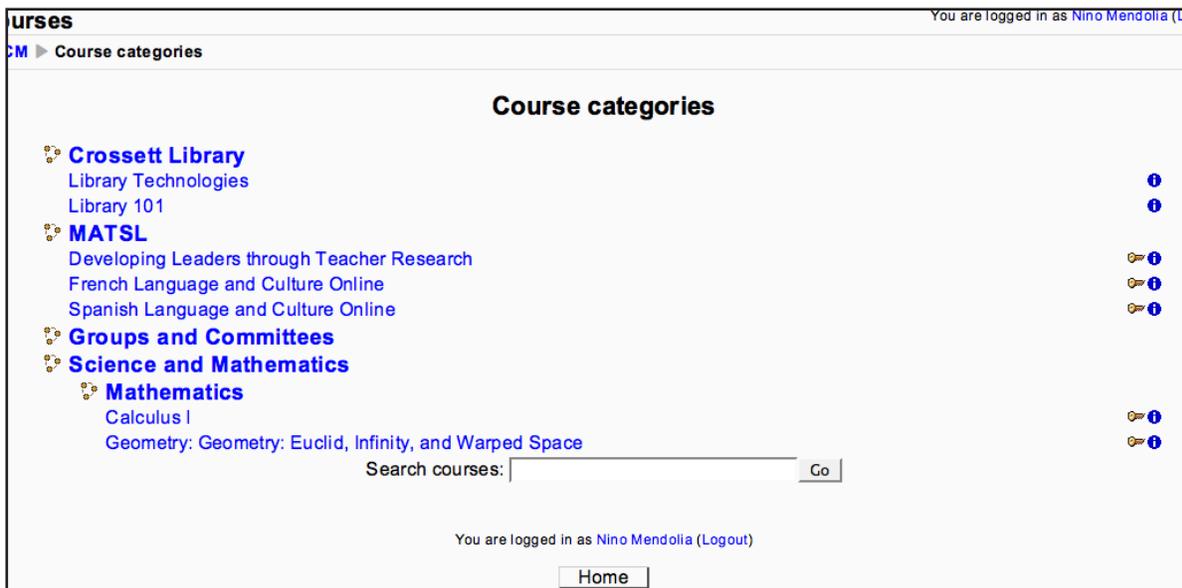
The screenshot shows a web browser window titled "Confirm your account" with the URL <http://faculty.bennington.edu/~testspace/moodle/login/signup.php>. The page header includes "BCM > Confirm your account" and a language dropdown set to "English (en)". The main content area contains a text box with the following message: "An email should have been sent to your address at **mendolia@sover.net**. It contains easy instructions to complete your registration. If you continue to have difficulty, contact the site administrator." At the bottom of the text box is a "Continue" button.

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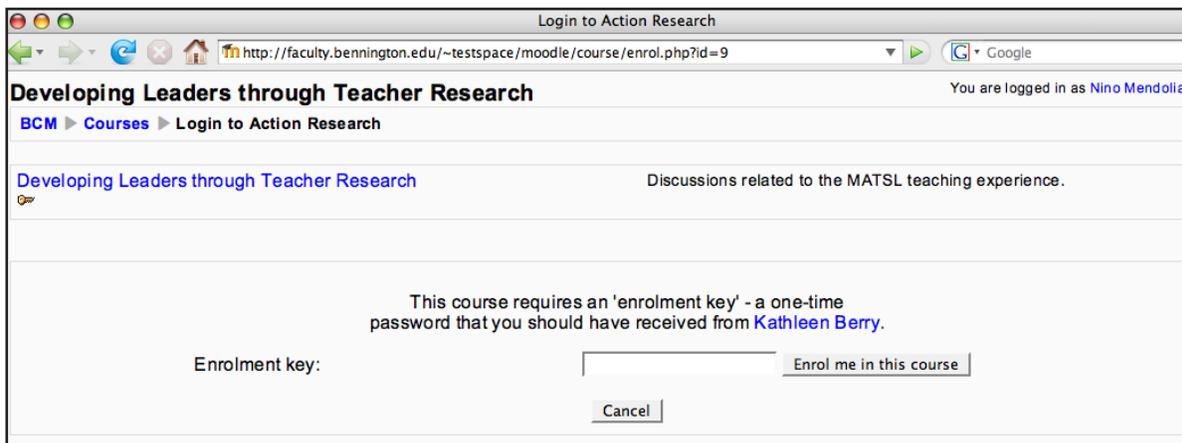
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4 - Once you have logged back in you should be presented with a list of available courses. Please note: as of this writing, July 2007, not all courses are listed. Courses open for enrolment for the fall term will be listed by the first week of classes.

Find your course and click its link.



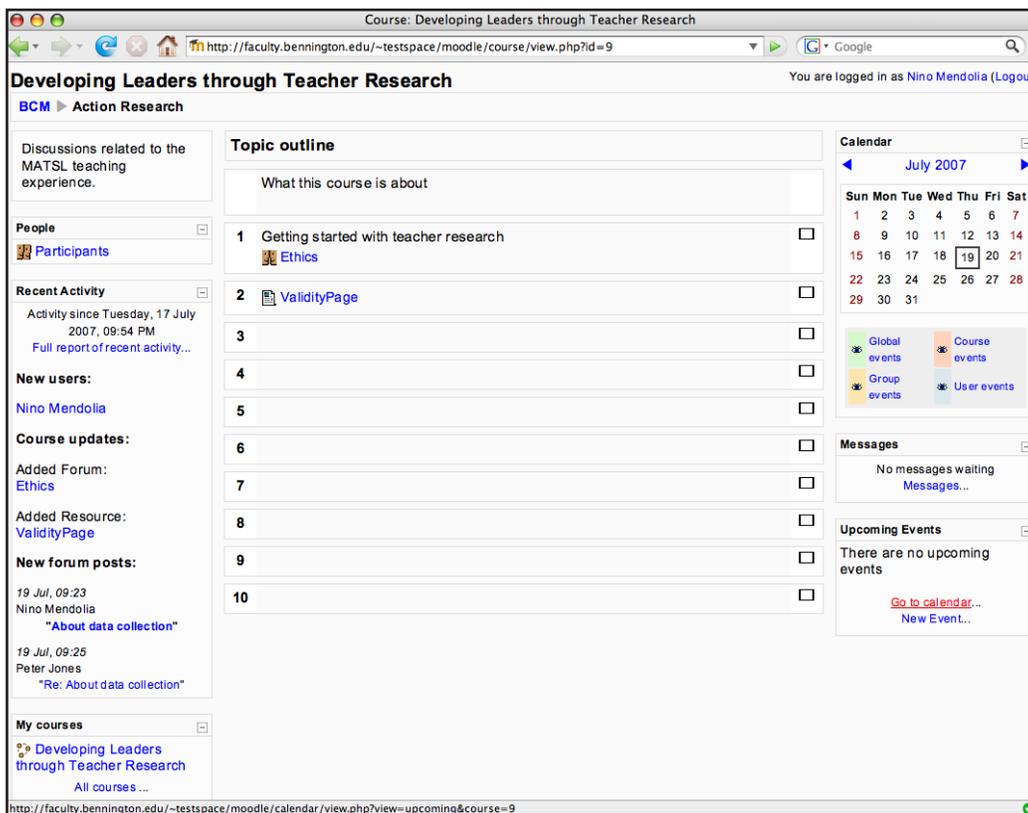
5 - Most courses require an enrolment key for access. Your teacher at the first class meeting will give this to you or it will be sent to you via email. Thankfully, you only need to type this in once.



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5 - The course content made available will vary depending on the needs of the teacher, but you can expect the overall layout to remain the same. The blocks in the center contain the curriculum material to be shared and the topics to be covered. Most topics will be reviewed using the discussion forum format. This will be the topic of the next tutorial.



If you have any problems please contact the Bennington College Moodle administrator, Nino Mendolia.

Nino Mendolia
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