

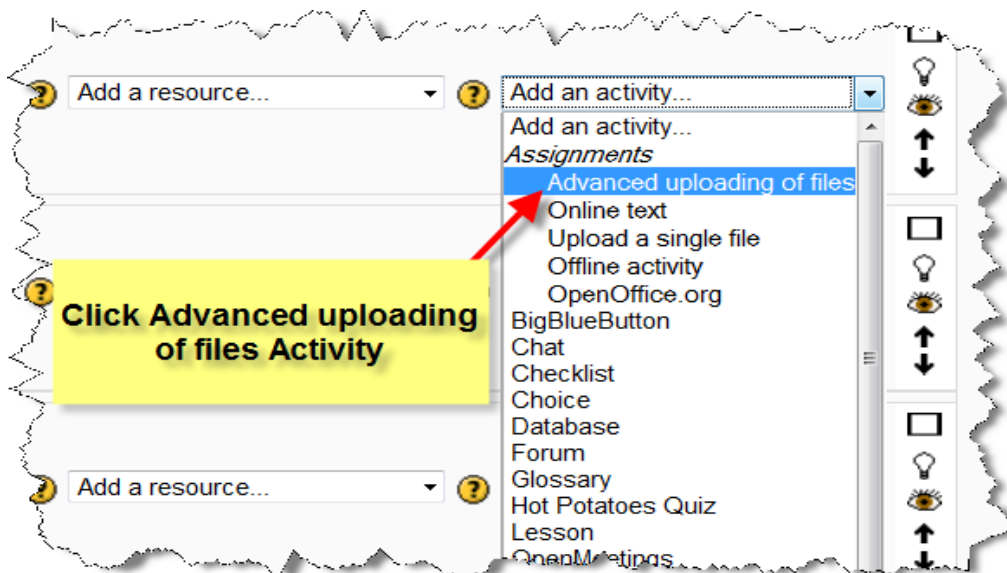
How to set up a Home work upload Activity.

Why would you want to do this?

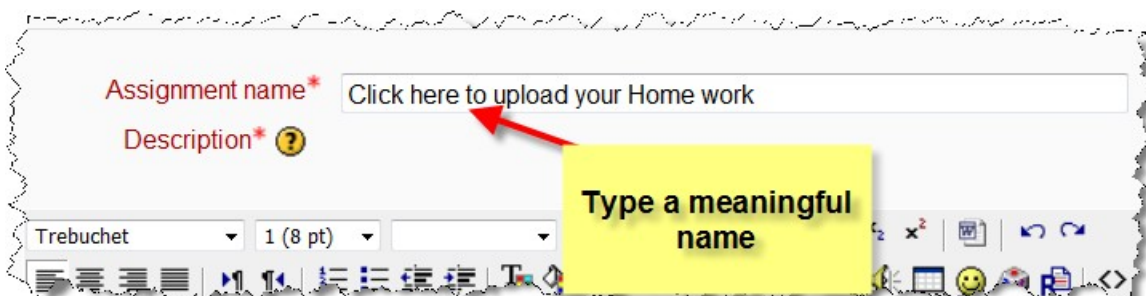
- Students like to upload work rather than print it out and hand it in.
- Makes it easier and more convenient to provide feed back

You must be logged in to your Moodle and inside your Moodle Course/Classroom as either a Teacher. These are suggested settings

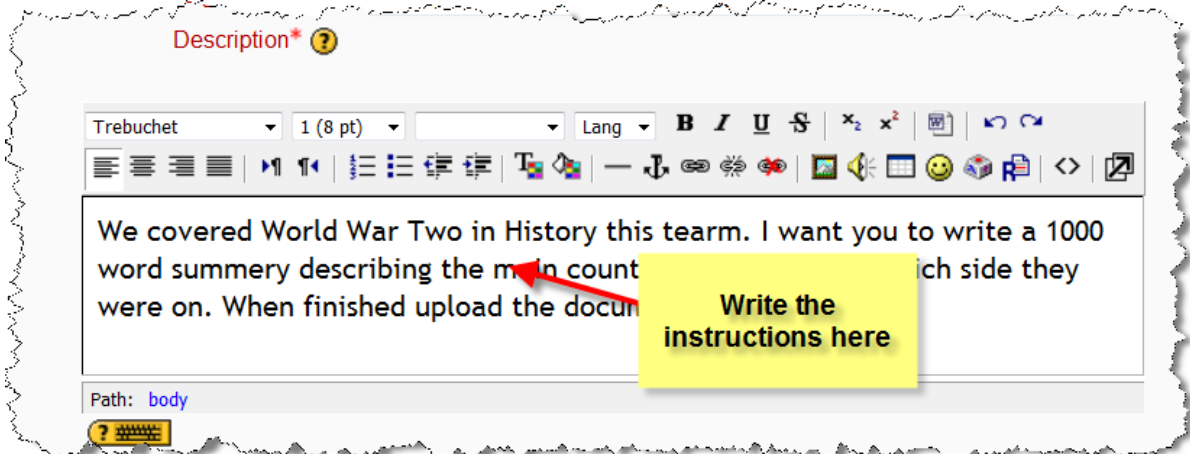
1. Click the Turn Editing On button. Decide which Topic area that you want to put the Home work activity and click the **Add an activity** down down box and select **Advanced uploading of Files Activity**



2. Type a meaningful name. What you type here is what the student may see to click on to open it.



3. In the Description give the student enough information so that they know exactly what you want them to do.



Description* ?

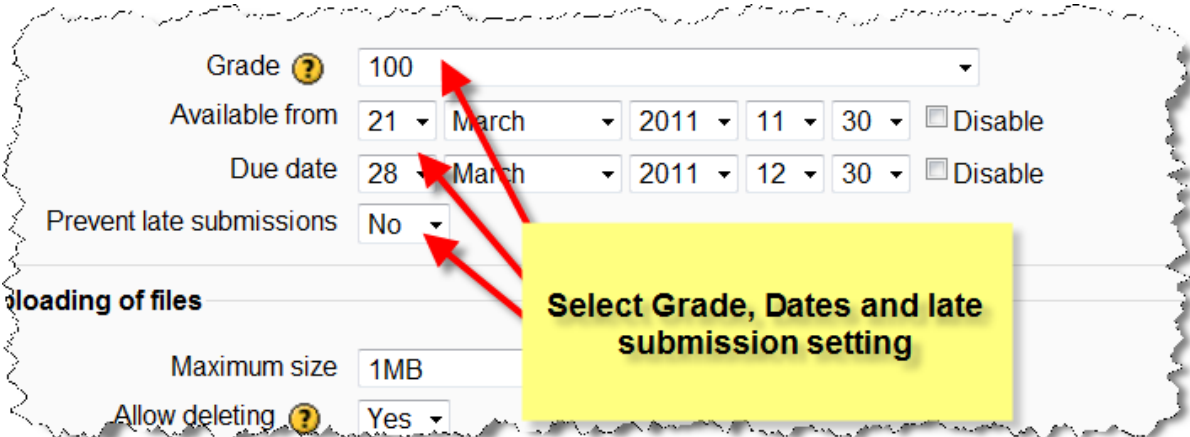
Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Image] [Image] [Image] [Image]

We covered World War Two in History this term. I want you to write a 1000 word summary describing the main count... which side they were on. When finished upload the docum...

Write the instructions here

Path: body

4. Then set the **Grade** scale you wish to make the work with (select No grade if no being used), the start and **Due dates** (tick disable if not being used) and **Late submissions** to yes.



Grade ? 100

Available from 21 March 2011 11 30 Disable

Due date 28 March 2011 12 30 Disable

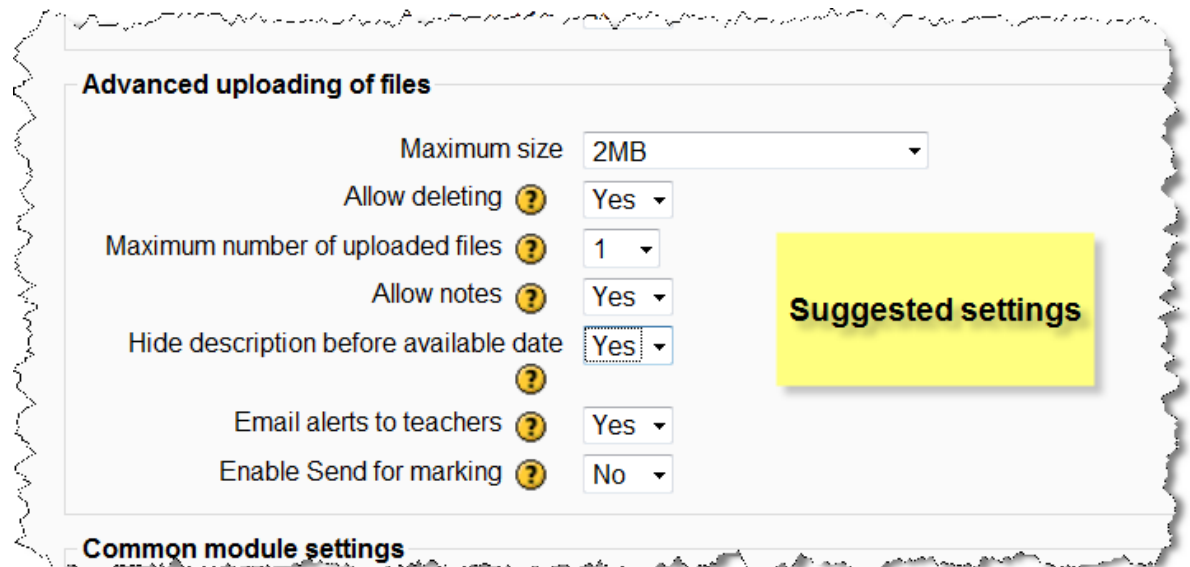
Prevent late submissions No

Select Grade, Dates and late submission setting

Maximum size 1MB

Allow deleting ? Yes

5. Set **Maximum number of files** to 1, **Allow notes** to Yes, **Email alerts for teachers** to Yes and **Enable Send for marking** to No



Advanced uploading of files

Maximum size 2MB

Allow deleting ? Yes

Maximum number of uploaded files ? 1

Allow notes ? Yes

Hide description before available date ? Yes

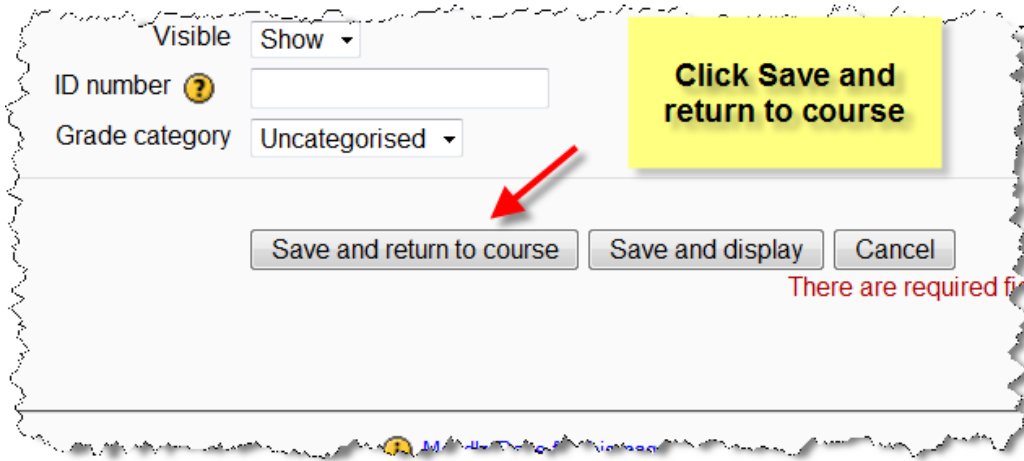
Email alerts to teachers ? Yes

Enable Send for marking ? No

Suggested settings

Common module settings

6. Click the **Save and return to course** button



The screenshot shows a Moodle form with the following elements:

- Visible:** A dropdown menu set to "Show".
- ID number:** A text input field with a question mark icon.
- Grade category:** A dropdown menu set to "Uncategorised".
- Buttons:** Three buttons are located at the bottom: "Save and return to course", "Save and display", and "Cancel".
- Callout:** A yellow box with the text "Click Save and return to course" is positioned in the upper right.
- Arrow:** A red arrow points from the yellow box to the "Save and return to course" button.
- Text:** The text "There are required fi" is partially visible in red at the bottom right.
- Footer:** A footer bar at the bottom contains a question mark icon and the text "Moodle > Home > Visible".