

Directions for Moodle Test

Step 1

At your home or another place with a computer, laptop, or tablet **connected** to the **Internet**, you will **download** each of your four Moodle files. We started these files in computer class typing the Title, Author, and your teacher's name.

To **access** these **files** from **Moodle**, go to the **CWLab.weebly.com** website. Then go to **the 5th grade** menu, **Websites**, scroll down to the Moodle hyperlink and log-in to Moodle. Remember to go to **My Private Files** to **download** your Moodle test files.

Step 2

Now access the **content** you **need to type** in each of the Moodle files. On the **CWLab.weebly.com** website, go to the **5th Grade** menu, **Files**, and then scroll down to the **Moodle Test Files**. Open the Moodle 1 file. Then type what you see in the Moodle 1 online file into your Word file on your computer. **Save** the **file** to **your computer** after **finishing** all the typing for that file.

Step 3

Upload your **finished** Moodle 1 Word **file** to **Moodle**. When uploading the file and you receive the message saying "**File Exists**", remember to **click** on the "**OVERWRITE**" button.

Lastly, make sure in Moodle's Private files you **click** the "**SAVE CHANGES**" button after uploading each file.

Step 4

Go back and **Repeat** Steps 1 – 3 for **each** of the other **Moodle files** you **need** to **finish**.