

# Using the CIC moodle site

Use the m on the upper right corner of the College web page or open <http://moodle.greensborocollege.edu>

Login on the front page of moodle or click on the Login link in the upper right corner of the page.

Use your email username and password.

The screenshot shows the Moodle interface for Greensboro College. The browser window title is "Greensboro College Moodle - Mozilla Firefox". The address bar shows "http://moodle.greensborocollege.edu/". The page content includes:

- Main menu:** Site news
- Login:** Username , Password , Login button, and a link for "Lost password?".
- Latest news:** 09:47 AM, Mar 8, Pamela McKirdy, Moodle Maintenance [more...](#), Older topics ...
- Course categories:** A list of categories with counts: General (7), New Students (1), Faculty/Staff (2), Student Activities (2), Accounting (8), Art (12), Biology (20), Birth-Kinder (9), Business (22), Chemistry (1), Computer Science (1), Criminal Justice (2), Economics (23), Education (13), Elementary Education (33), English and Communications (6), Ethics (4), First Year Seminar (15).
- Calendar:** October 2010, with the 13th highlighted.
- Online Users:** (last 5 minutes) listing users: Jalisa Roberts, Kathleen Keating, Christine Whittington, Pamela McKirdy, Cynthia Hanson, Heather Jordan, Kendria Gupton, Thomas Hilderbrand, Justin Dash.

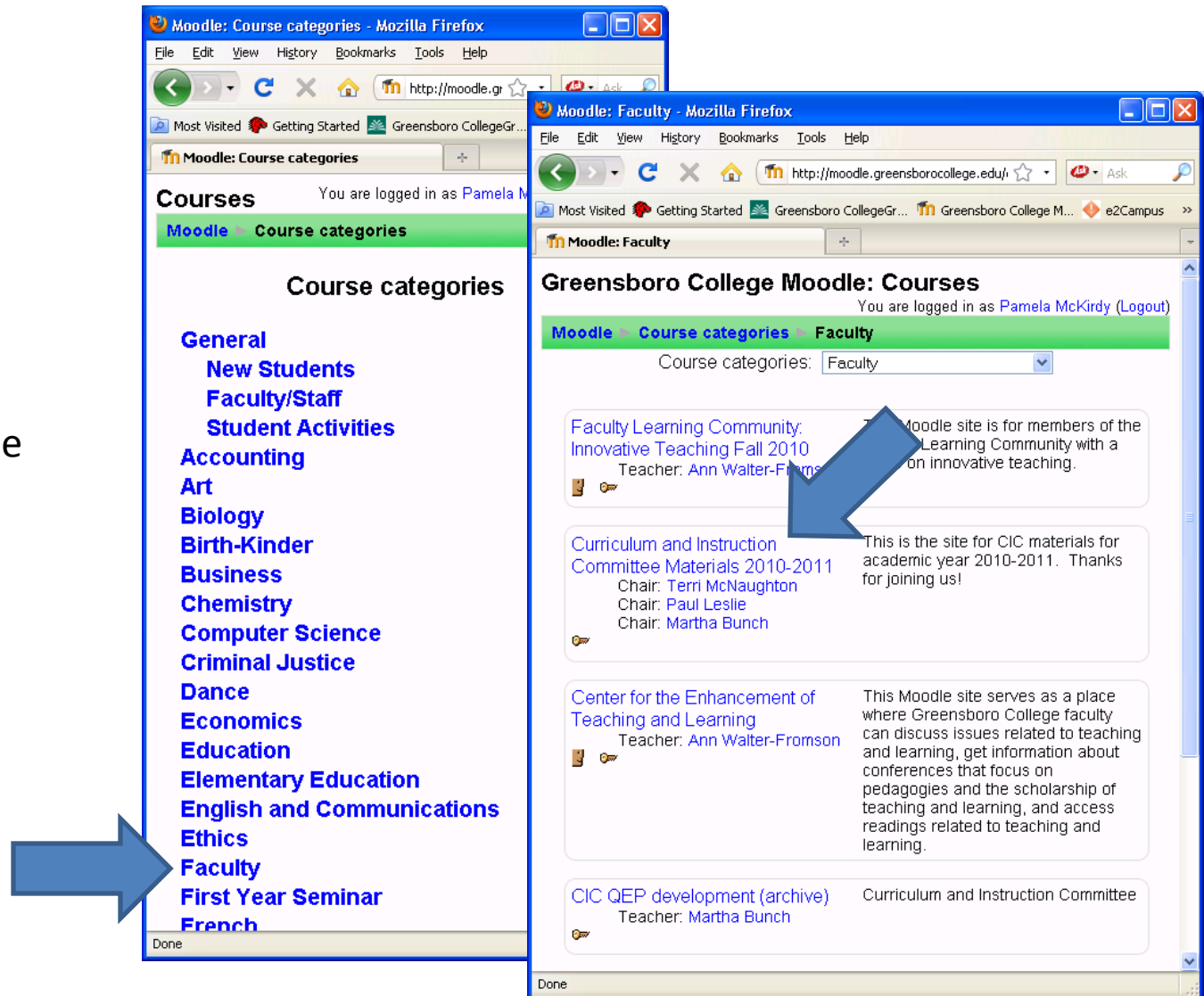
A blue arrow points to the "Login" link in the top right corner of the page. Another blue arrow points to the login form.

# Using the CIC moodle site

Choose the Course category of Faculty.

Then Click on the course:

Curriculum and Instruction Committee Materials 2010-2011

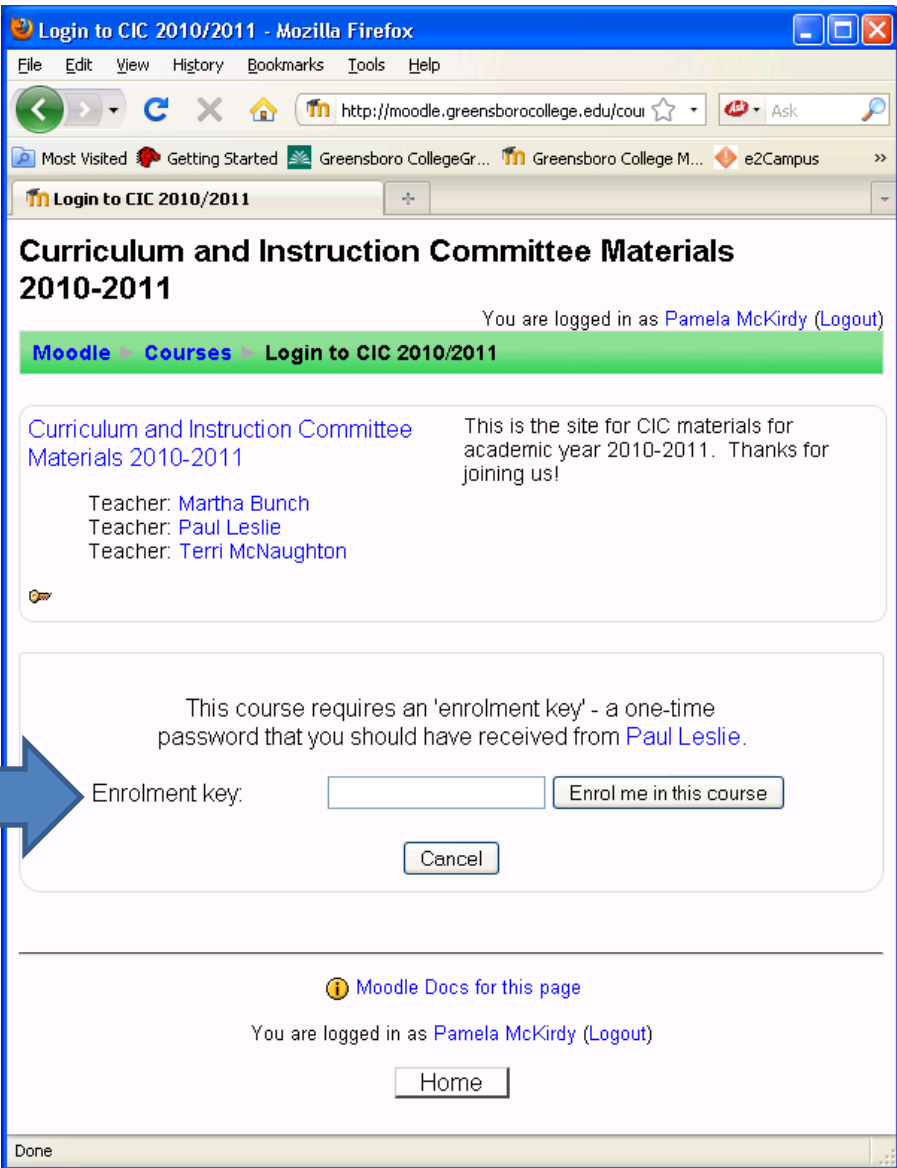


# Using the CIC moodle site

The first time through you will need to enroll in the course. The Enrollment key is available from the Office of the VPAA and was announced in the Faculty meeting.

Click on the Enrol me in this course button.

Once enrolled, you will see the course listed in your list of courses when you log in.



The screenshot shows a Mozilla Firefox browser window titled "Login to CIC 2010/2011". The address bar shows the URL "http://moodle.greensborocollege.edu/cou...". The page content includes the course title "Curriculum and Instruction Committee Materials 2010-2011" and a navigation breadcrumb "Moodle > Courses > Login to CIC 2010/2011". Below this, there is a section for "Curriculum and Instruction Committee Materials 2010-2011" with a welcome message and teacher names: Martha Bunch, Paul Leslie, and Terri McNaughton. A large blue arrow points to the "Enrolment key:" label in the enrollment form. The form includes a text input field for the key, a "Cancel" button, and an "Enrol me in this course" button. At the bottom of the page, there is a "Home" button and a status bar showing "Done".

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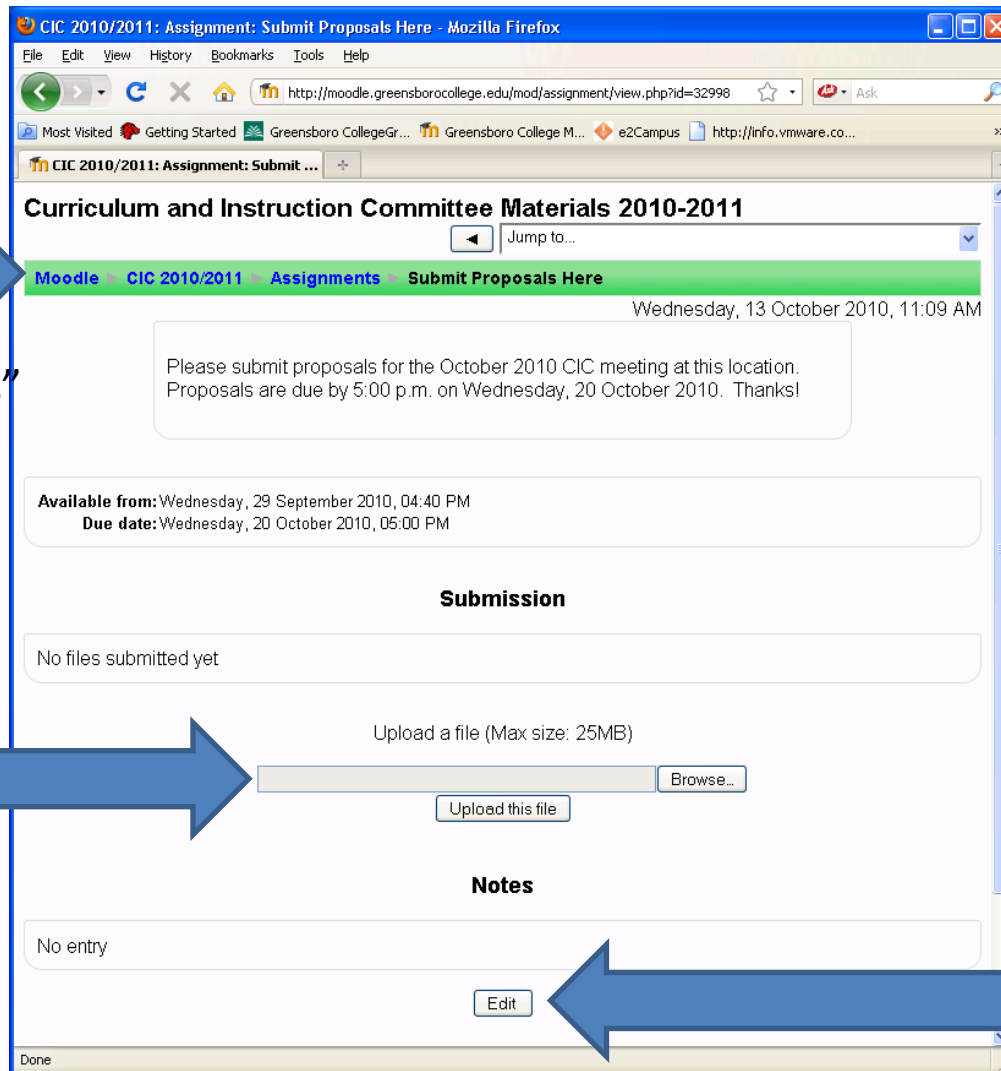
Check for news in the News forum

Look at posted documents (usually in pdf format)

The screenshot shows a Moodle course page titled "Curriculum and Instruction Committee Materials 2010-2011". The user is logged in as Pamela McKirdy. The page features a "Topic outline" section with three main topics: 1. SEPTEMBER 2010, 2. OCTOBER 2010, and 3. NOVEMBER 2010. Under the September 2010 topic, there is a "News forum" link and a post titled "Modified proposals and the draft minutes of the September 2010 CIC meetings are now available! Happy reading." with links to "September 2010 CIC Meeting Agenda" and "Student Opinion Survey Results". Under the October 2010 topic, there is a "Submit Proposals Here" link. The left sidebar contains sections for "People" (Participants), "Activities" (Assignments), "Search Forums" (with a search box and "Go" button), "Administration" (with links for Import, Questions, Unenrol me from CIC 2010/2011, and Profile), and "My courses" (with a link to "A Greener Campus Task Force"). The right sidebar contains "Latest News" (with a post from Paul Leslie about the October CIC Submission Deadline), "Upcoming Events" (with a link to "Submit Proposals Here" for Wednesday, 20 October), and "Recent Activity".

Submit proposals or other materials for CIC review or action

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“Breadcrumbs”  
for navigation

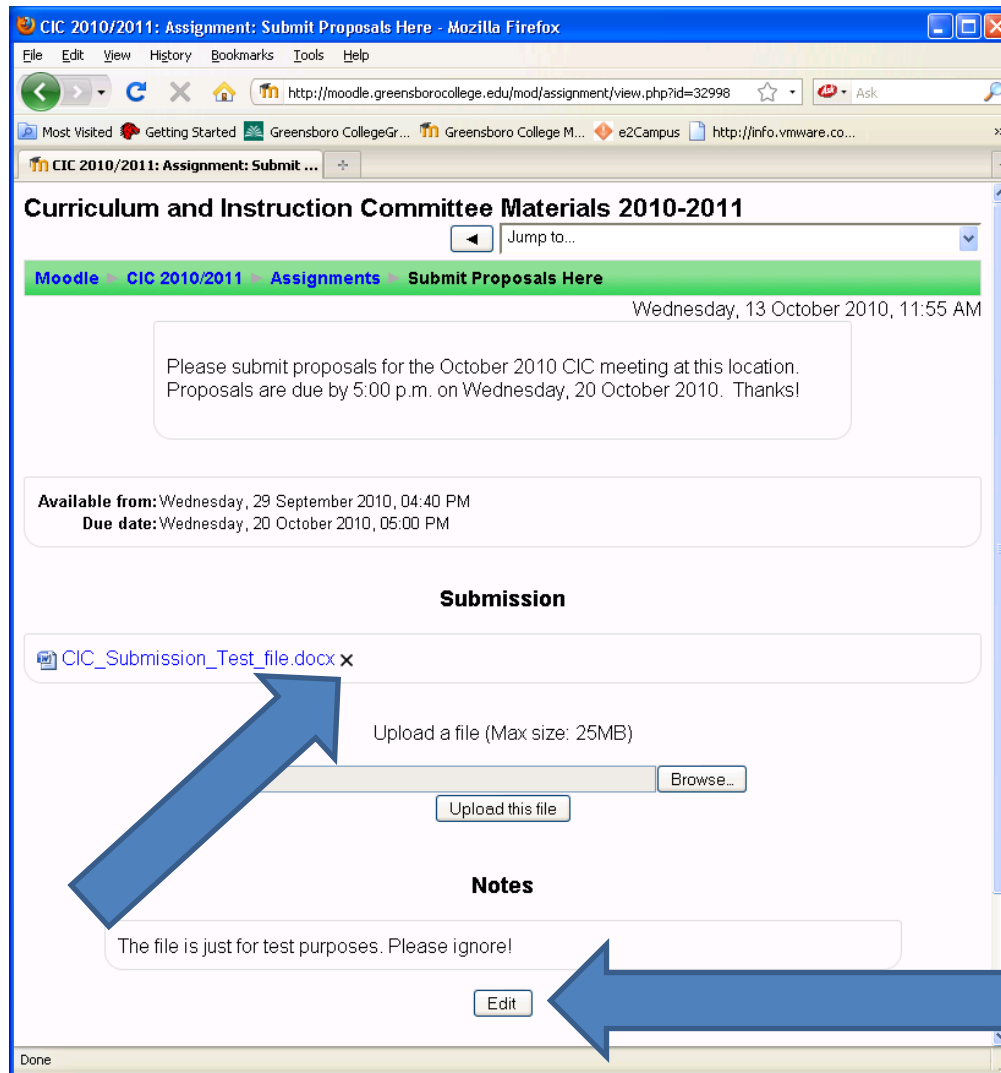
Post documents  
by Browsing  
your computer  
and Uploading  
the files (max  
of 20 per  
participant)

Submit proposals  
or other materials  
for CIC review or  
action in Word (or  
Excel or other  
editable format as  
appropriate).

You can add  
notes for the  
committee  
chairs by clicking  
on Edit and  
typing in the box  
on the screen  
that comes up.

# Using the CIC moodle site

You can delete a submitted file by clicking on the X and you can add additional files by Browsing and Uploading.



The screenshot shows a Mozilla Firefox browser window displaying the Moodle submission page for the 'CIC 2010/2011: Assignment: Submit Proposals Here'. The page title is 'Curriculum and Instruction Committee Materials 2010-2011'. The submission area shows a file named 'CIC\_Submission\_Test\_file.docx' with a close button (X) next to it. Below the file list is an 'Upload a file (Max size: 25MB)' section with a 'Browse...' button and an 'Upload this file' button. The 'Notes' section contains the text 'The file is just for test purposes. Please ignore!' and an 'Edit' button. A blue arrow points from the text on the left to the 'X' button, and another blue arrow points from the text on the right to the 'Edit' button.

Your submitted files and notes will show for the “chairs” but not for anyone else. They will download your submissions, review them and post them on the site in pdf form for others after the submission deadline.

You can change your notes as necessary by using Edit.