

Purpose

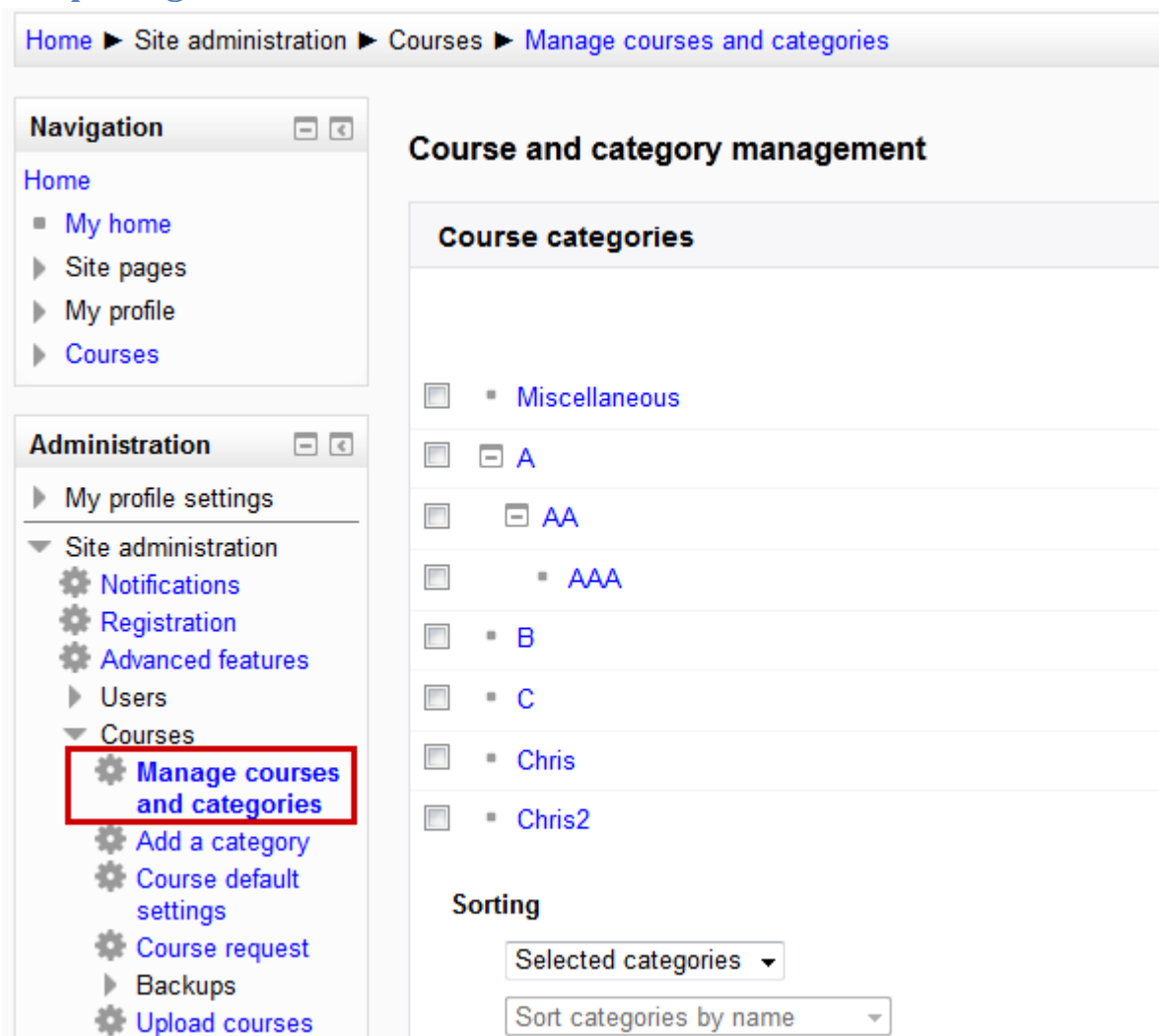
This document is to provide a basic guide to the setup and use of Artena's interface to Moodle. It is not a comprehensive explanation of all the configurable aspects, event triggers and limitations, simply a means to understand the features workflow.

Assumptions

The reader of this document is presumed to have a basic understanding of the purpose and use of Moodle and Artena.

Setup

Setup Categories in Moodle



Home > Site administration > Courses > Manage courses and categories

Navigation

- Home
 - My home
 - Site pages
 - My profile
 - Courses

Administration

- My profile settings
- Site administration
 - Notifications
 - Registration
 - Advanced features
 - Users
 - Courses
 - Manage courses and categories**
 - Add a category
 - Course default settings
 - Course request
 - Backups
 - Upload courses

Course and category management

Course categories

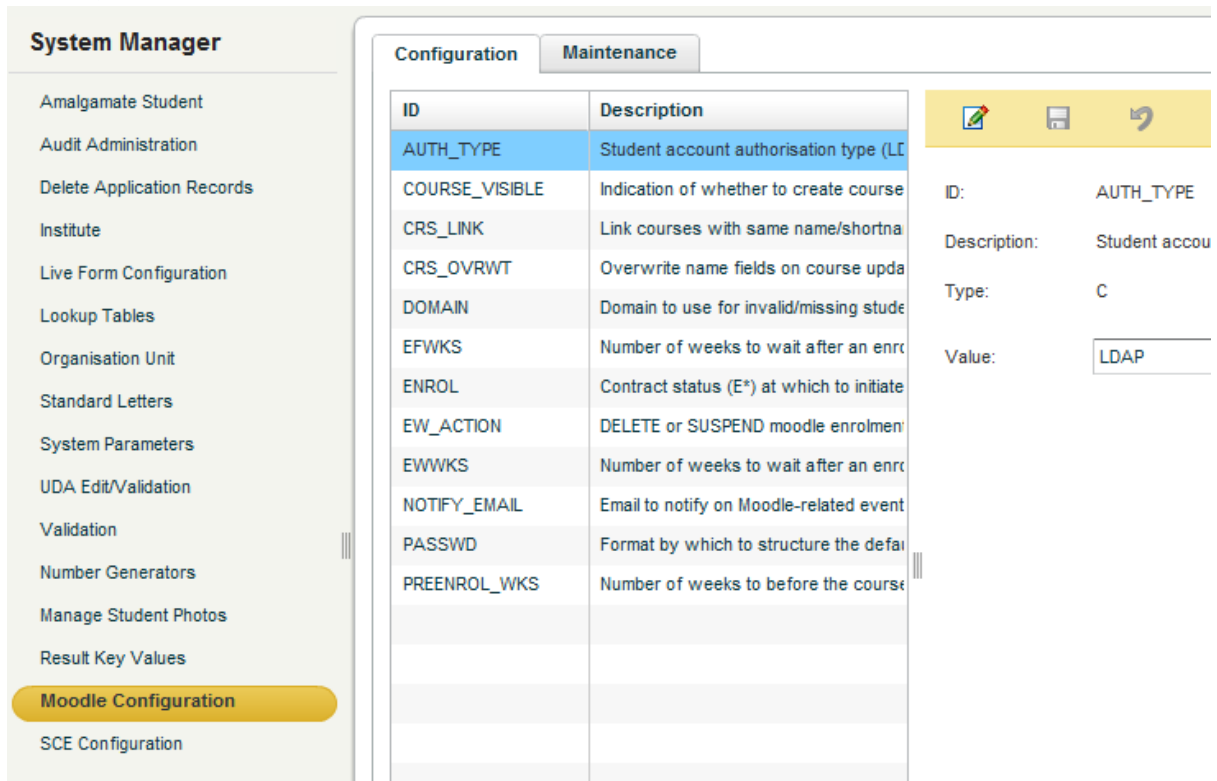
- Miscellaneous
- A
- AA
- AAA
- B
- C
- Chris
- Chris2

Sorting

Selected categories ▼

Sort categories by name ▼

Configure Moodle Parameters



The screenshot shows the Moodle System Manager interface. On the left is a sidebar with a list of system management tasks. The main area is titled 'Configuration' and contains a table of Moodle parameters. The 'AUTH_TYPE' parameter is selected, and its details are shown on the right.

System Manager

- Amalgamate Student
- Audit Administration
- Delete Application Records
- Institute
- Live Form Configuration
- Lookup Tables
- Organisation Unit
- Standard Letters
- System Parameters
- UDA Edit/Validation
- Validation
- Number Generators
- Manage Student Photos
- Result Key Values
- Moodle Configuration**
- SCE Configuration

Configuration | Maintenance

ID	Description
AUTH_TYPE	Student account authorisation type (LDAP, C, etc.)
COURSE_VISIBLE	Indication of whether to create course
CRS_LINK	Link courses with same name/shortname
CRS_OVRWT	Overwrite name fields on course update
DOMAIN	Domain to use for invalid/missing student
EFWKS	Number of weeks to wait after an enrolment
ENROL	Contract status (E*) at which to initiate
EW_ACTION	DELETE or SUSPEND moodle enrolment
EWKKS	Number of weeks to wait after an enrolment
NOTIFY_EMAIL	Email to notify on Moodle-related event
PASSWD	Format by which to structure the default
PREENROL_WKS	Number of weeks to before the course

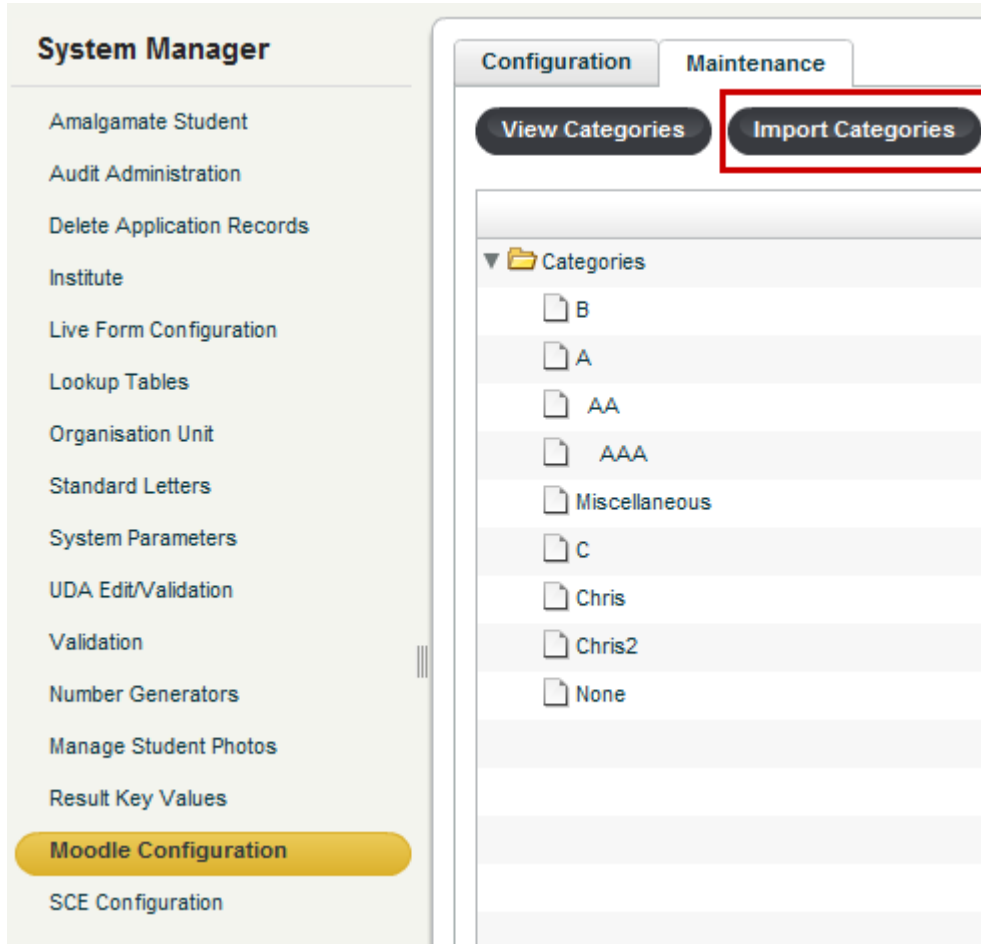
Tools: Edit, Save, Refresh

ID: AUTH_TYPE
Description: Student account
Type: C
Value: LDAP

Notes

- The meaning of each of these parameters is explained in full in the **Moodle 2.0 Installation and Configuration** document.

Import Moodle Categories to Artena

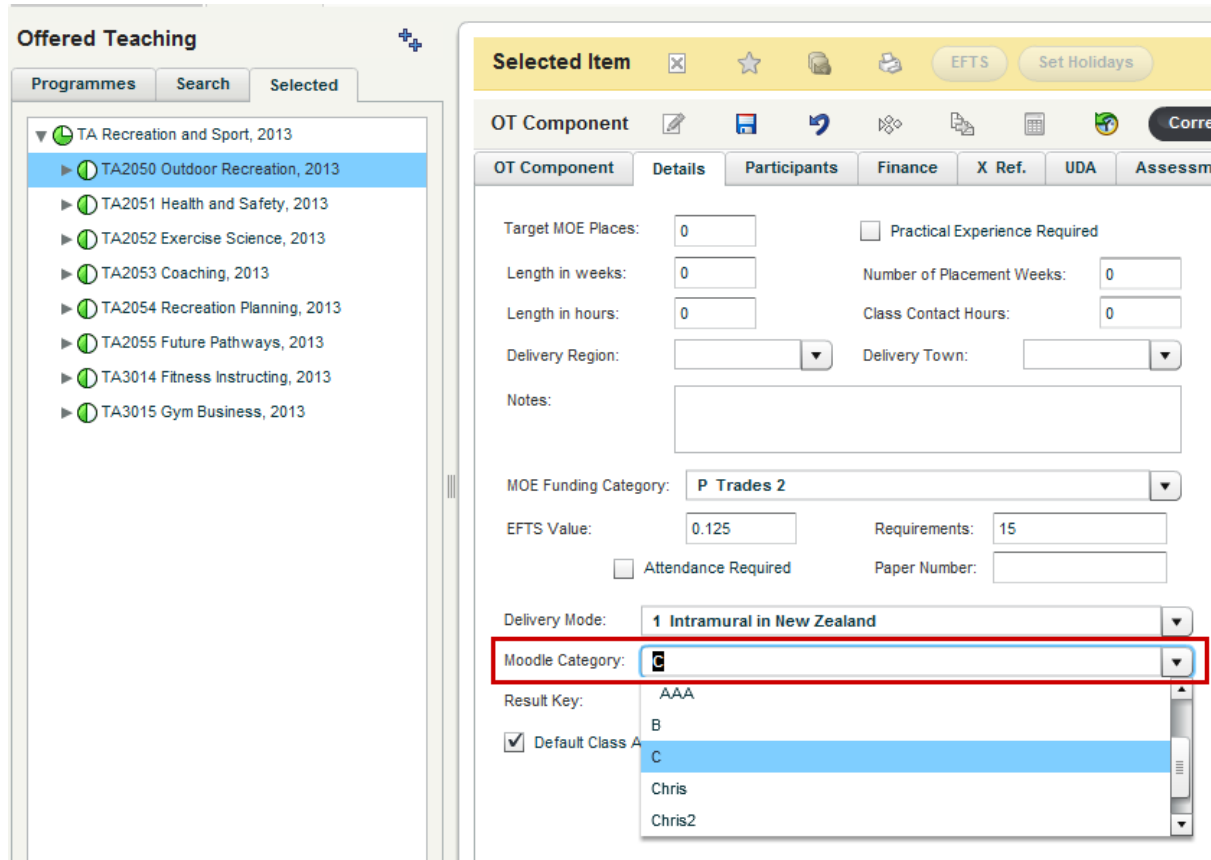


Notes

- For the imported categories to be utilised the user must logout/login to Artena.
- If there is a desire to delete a category in Moodle it is important that any associated courses be moved to their new category in Moodle via the Artena interface *before* the category is deleted in Moodle.

Use

Assign Categories to Offered Components



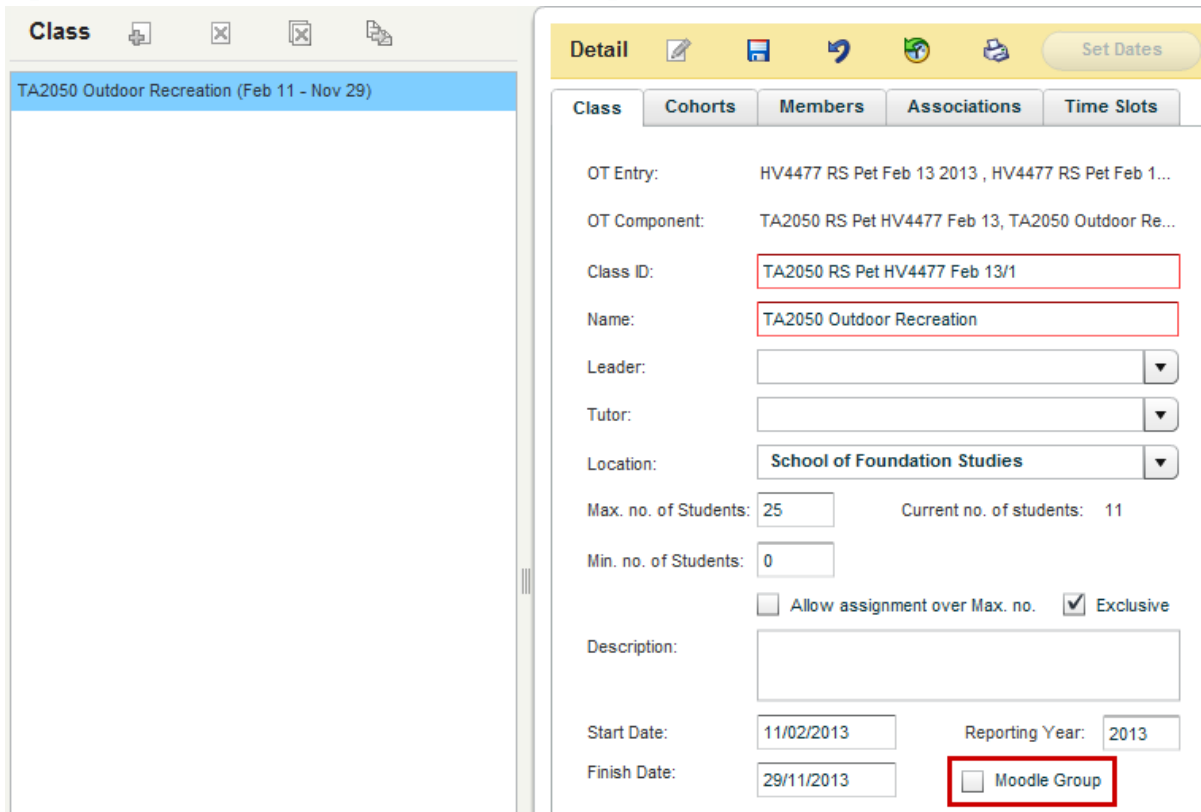
The screenshot shows the 'Offered Teaching' interface. On the left, under the 'Selected' tab, a list of components is shown, with 'TA2050 Outdoor Recreation, 2013' selected. On the right, the 'Selected Item' form is displayed. The 'Moodle Category' dropdown is highlighted with a red box, showing a list of categories including 'C', 'AAA', 'B', 'C', 'Chris', and 'Chris2'. The 'Default Class A' checkbox is checked.

It is by this mechanism that courses are created in Moodle.

Notes

- Offered Component (OTC) must be at Active for Artena to send them to Moodle.
- Categories may be assigned at the Offered Entry (OTE) level. If this is done the Category will be populated to all the OTE's Course-based OTC children.
- If students are already enrolled in this course, and their enrolments are at the appropriate status, these student and enrolment records will be populated in Moodle on OTE/OTC save.
- It is optimal that an OTC receives its Moodle Category *before* students are enrolled in it.
- If results are to be imported from Moodle, the Result Key associated with the OTC *must have numeric values as valid grades*.

Optional: Tick Classes as Moodle Groups



The screenshot shows the Moodle interface with the 'Class' tab selected. The 'Detail' form is displayed, showing the following information:

- Class ID: TA2050 RS Pet HV4477 Feb 13/1
- Name: TA2050 Outdoor Recreation
- Leader: [Dropdown menu]
- Tutor: [Dropdown menu]
- Location: School of Foundation Studies
- Max. no. of Students: 25
- Current no. of students: 11
- Min. no. of Students: 0
- Description: [Text area]
- Start Date: 11/02/2013
- Finish Date: 29/11/2013
- Reporting Year: 2013
- ☐ Moodle Group

It is by this mechanism that Groups within Moodle courses are created.

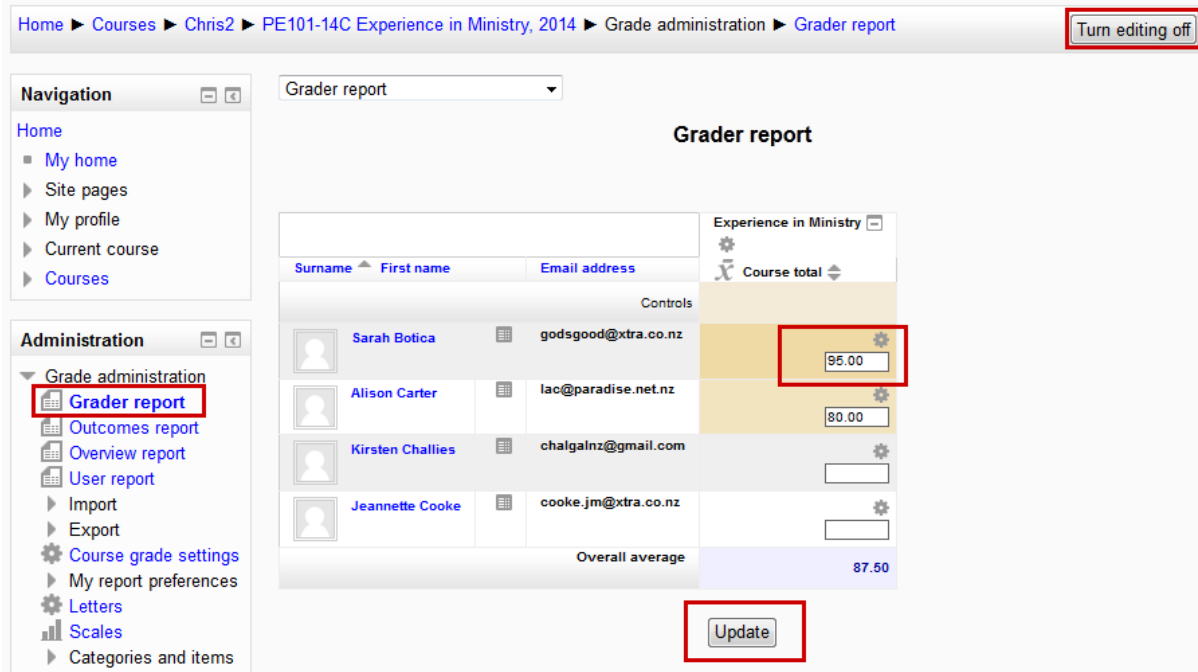
Notes

- The OTC associated with the Class must have a Moodle Category for the Moodle Group tick to have any effect.
- The Group name will be the Class ID.
- Students assigned to the Class in Artena will be added/moved to the Group in Moodle.
- Students enrolled in the OTC but without a Class assignment will show directly against the Moodle course.

Enrol students in OTCs with Moodle Categories.

No additional work required here; students and enrolments will be populated in Moodle as per the status, and with the date ranges and access status, defined in the Moodle Parameter interface.

Grade Courses in Moodle



Home ► Courses ► Chris2 ► PE101-14C Experience in Ministry, 2014 ► Grade administration ► Grader report

Turn editing off

Navigation

- Home
 - My home
 - Site pages
 - My profile
 - Current course
 - Courses

Administration

- Grade administration
 - Grader report**
 - Outcomes report
 - Overview report
 - User report
 - Import
 - Export
 - Course grade settings
 - My report preferences
 - Letters
 - Scales
 - Categories and items

Grader report

Surname	First name	Email address	Grade
Sarah Botica		godsgood@xtra.co.nz	95.00
Alison Carter		lac@paradise.net.nz	80.00
Kirsten Challies		chalgalnz@gmail.com	
Jeannette Cooke		cooke.jm@xtra.co.nz	
Overall average			87.50

Update

Notes

- The “Turn editing on” button in the upper right must be clicked for grades to be entered (it has already been clicked in this image).
- Grades entered must be numeric values, within the allowable range of the Result Key associated with the OTC on which the Moodle Course is based.

Import Grades from Moodle

AR Import/Export

Action: ☐ Import from File ☒ Import from Moodle ☐ Export to File

OT Entry:

Cohort:

Component:

Class:

Filename:

Notes

- The Moodle Course grade will be populated into the Internal Grade field of the appropriate Artena academic record.
- All records imported from Moodle will be subject to the same rules as those enforced via Import from File.
 - Records with invalid grades will be rejected.
 - Awarded Date will be set to either the finish date of the Moodle enrolment or the current date, as per the ARAWD system parameter.
 - Status will be set to Provisional.
 - External Grade, Success, etc. will be populated with the appropriate value, as specified by the Result Key.

Additional Actions

- Prescribed Teaching->Course->Edit Description: Update Moodle course summary
- Offered Teaching->OTC->Edit: Update Moodle course. Changes to any of the following fields will trigger an attempt to update the course:
 - OTC Course ID (Moodle Course ID, always handled first in a separate call)
 - OTC Start Date (Moodle course Start Date)
 - OTC Finish Date
 - OTC Name
 - OTC Short Name
 - OTC Moodle Category (this will move the Moodle course to the new Category)
- Client->Person->Student->Study Contract->Status Change to specified status/EA:
 - Create/Update student record in Moodle.
 - Create enrolment(s) in Moodle. This presupposes one or more of the study contract components (SCCs) is based on an OTC with a Moodle Category assignment.
- Client->Person->Student->Study Contract->Status Change to EW: Remove enrolment(s) in Moodle. This presupposes one or more of the SCCs is based on an OTC with a Moodle Category assignment.
- Client->Person->Student->Study Contract->SCC->Status Change to EW: Remove enrolment in Moodle. This presupposes the SCC is based on an OTC with a Moodle Category assignment.
- Client->Person->Student->Study Contract->Delete SCC: Remove enrolment in Moodle. This presupposes the SCC is based on an OTC with a Moodle Category assignment.
- Client->Person->Student->Study Contract->SCC->Edit: Update Moodle Enrolment. Changes to any of the following fields will trigger an attempt to update the enrolment:
 - SCC Start Date
 - SCC Finish Date
- Client->Person->Student->Study Contract->SCC->Assign Class: Add/Edit Moodle enrolment group. This will only occur if the associated Study Contract is at the appropriate status (and as such the Moodle enrolment has been created).

Artena – Moodle Mapping

- Course
 - OT_COMPONENT.OTCNAMETEXT (fullname)*
 - OT_COMPONENT.OTCSHORTNAMETEXT (shortname)*
 - PT_COURSE.PTCOURDESCRIPTIONTEXT (summary)
 - OT_COMPONENT.OTCSTARTDATE (startdate)
 - OT_COMPONENT.OTCMOODLECATEGORYID (categoryid)
 - OT_COMPONENT.OTCINTERNALIDCODE (idnumber)
- User
 - ST_STUDENT.ACASTUDENTID (username)*
 - reverse(convert(varchar(10), PERSON.PERDATEOFBIRTHDATE, 112)) (password)*
 - ST_STUDENT.ACASTUDENTID (idnumber)
 - PERSON.PERPREFERREDNAMETEXT (if available), else PERFIRSTNAMETEXT (firstname)
 - PERSON.PERSURNAMETEXT (lastname)
 - PERSON.PERFULLNAMETEXT (fullname)
 - PERSON_ADDRESS.EMAIL (email)**
 - PERSON_ADDRESS.PHONE (phone1)**
 - PERSON_ADDRESS.PHONE2 (phone2)**
- Enrolment
 - OT_CLASS.CLASSIDCODE (groupidnumber)
 - ST_COMPONENT.SCCOMSTARTDATE (timestart)
 - ST_COMPONENT.SCCOMFINISHDATE (timeend)

* These are default fields; individual sites may have configured a custom logic in place of these fields.

** Values are sourced from the student's term address where possible, otherwise the home address is used.