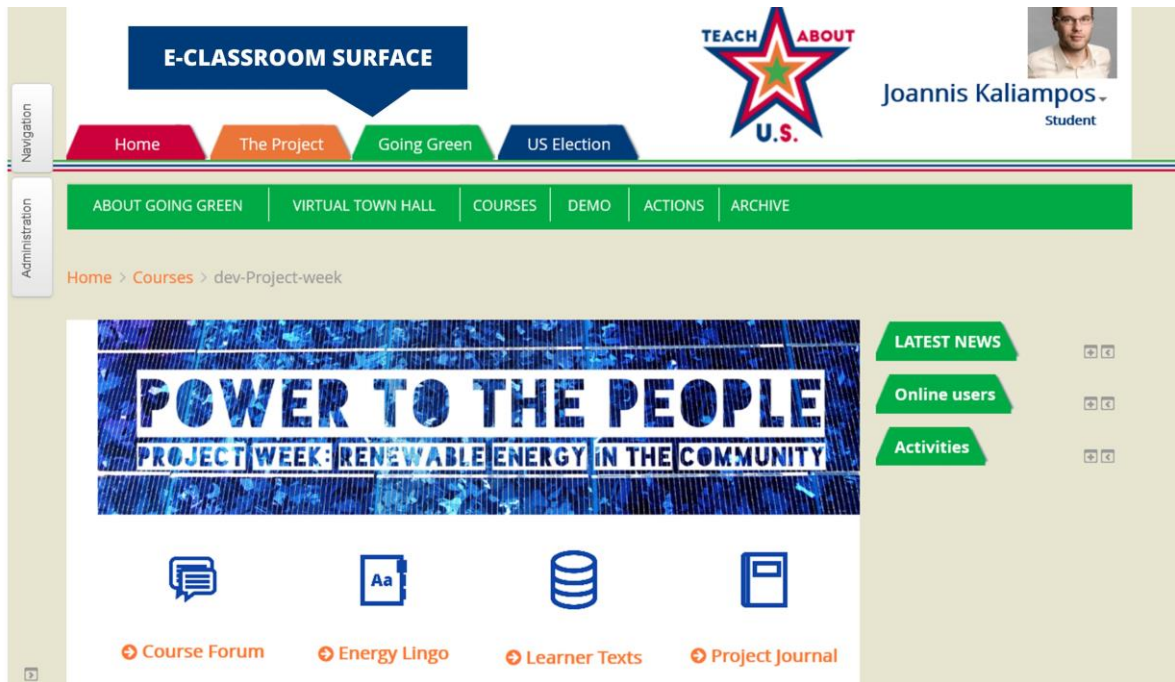# **POWER TO THE PEOPLE** - Moodle Tutorial

Click through this slideshow to get to know your Moodle course. Don't worry, it is simple to use.

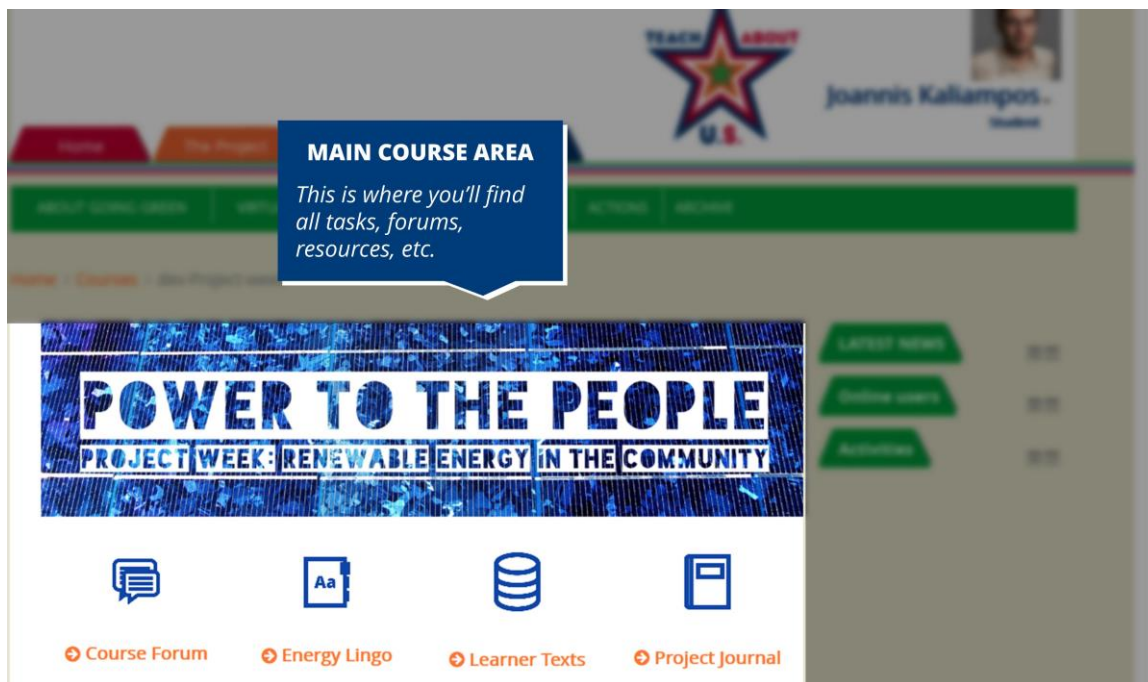***...Let's start! Click on the arrows or use your arrow keys to begin.***

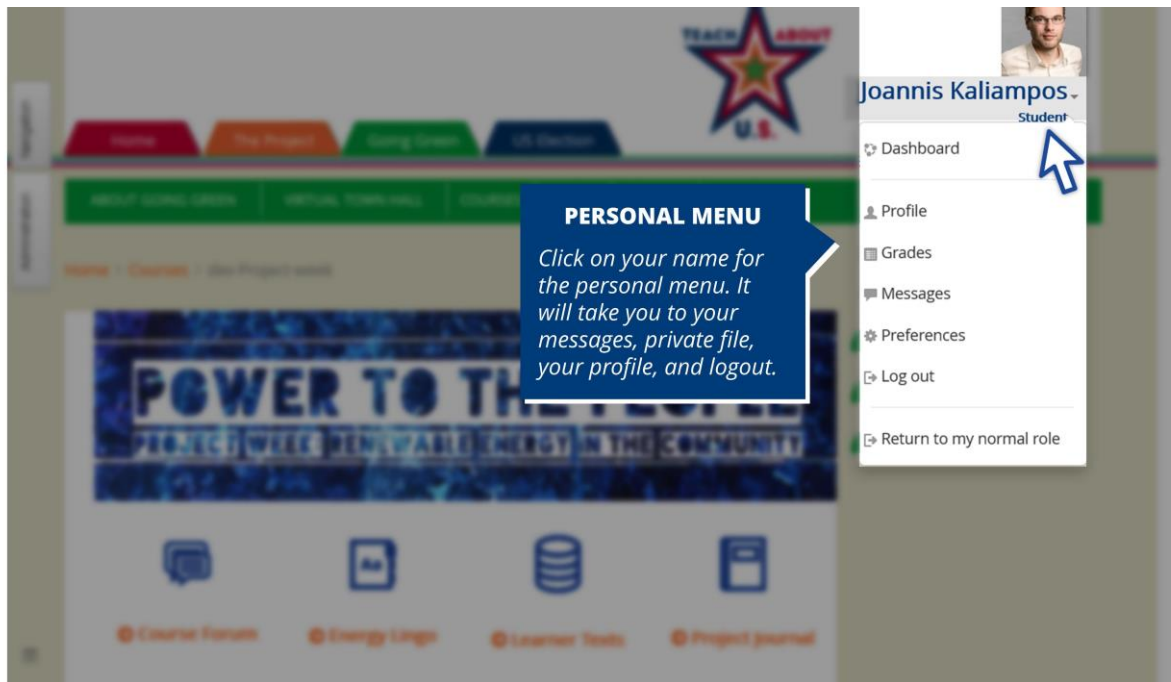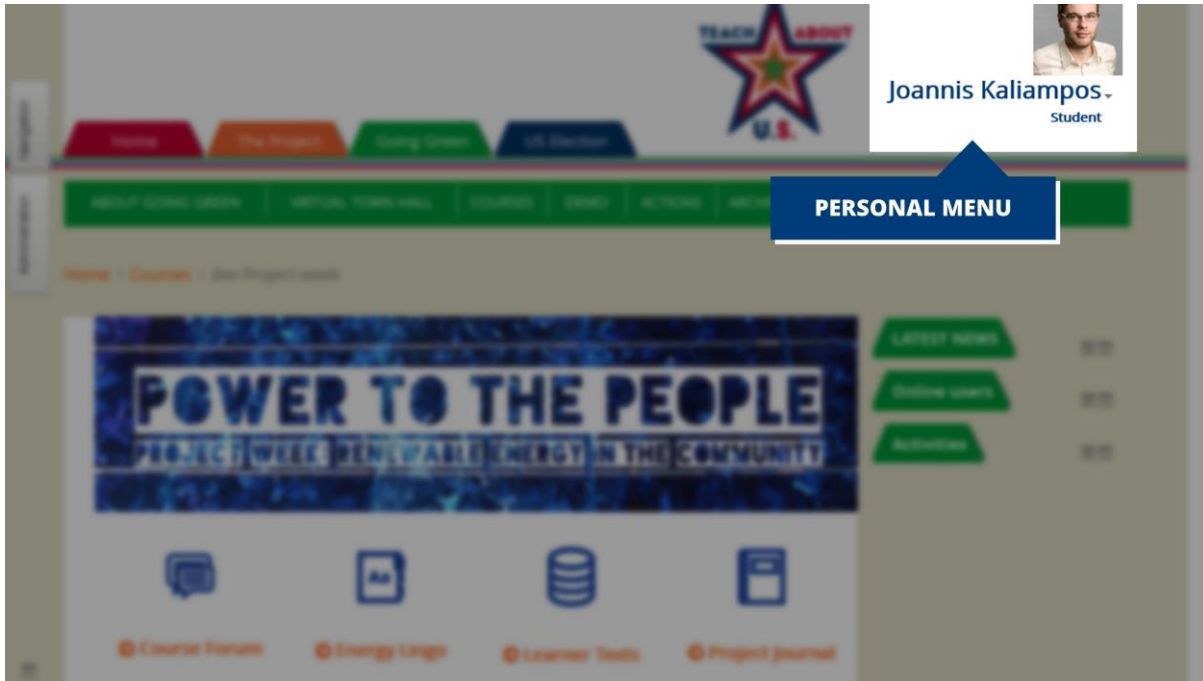*Let's first take a look at what the **course page** looks like.*

The following slides give you an overview of the different course page areas and sections.

1 - This is the course page.

PERSONAL MENU

Joannis Kaliampos
Student

Dashboard

PERSONAL MENU

Click on your name for the personal menu. It will take you to your messages, private file, your profile, and logout.

👤 Profile

▦ Grades

💬 Messages

⚙ Preferences

↪ Log out

↪ Return to my normal role

SIDE BOXES

Click **+** to open side boxes.
Click **–** to minimize them.

NAVIGATION

The navigation box helps you to easily jump to the sections and tasks in the Moodle course.

Navigation

Home
- Dashboard
▸ Site pages
▸ My courses
▾ Courses
  ▾ dev-Project-week
    ▸ Participants
    ▸ General
    ▸ General contents

ACTIVITIES

The activities box leads you directly to all the activities in this course.

Activities

📄 Assignments
📊 Databases
💬 Forums
🔤 Glossaries
📑 Resources

ONLINE USERS

See who else is online at the moment.

Online users

(last 5 minutes)

👤 Joannis Kaliampos
👤 Janina Schmidt
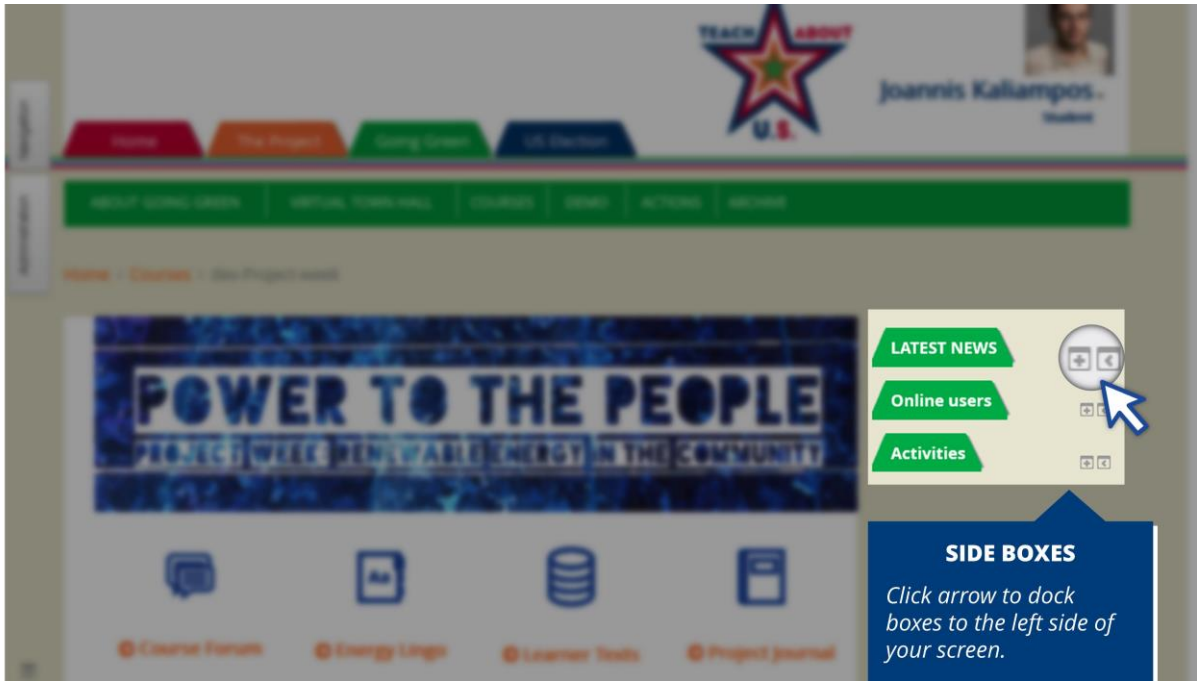
SIDE BOXES

Click arrow to dock boxes to the left side of your screen.
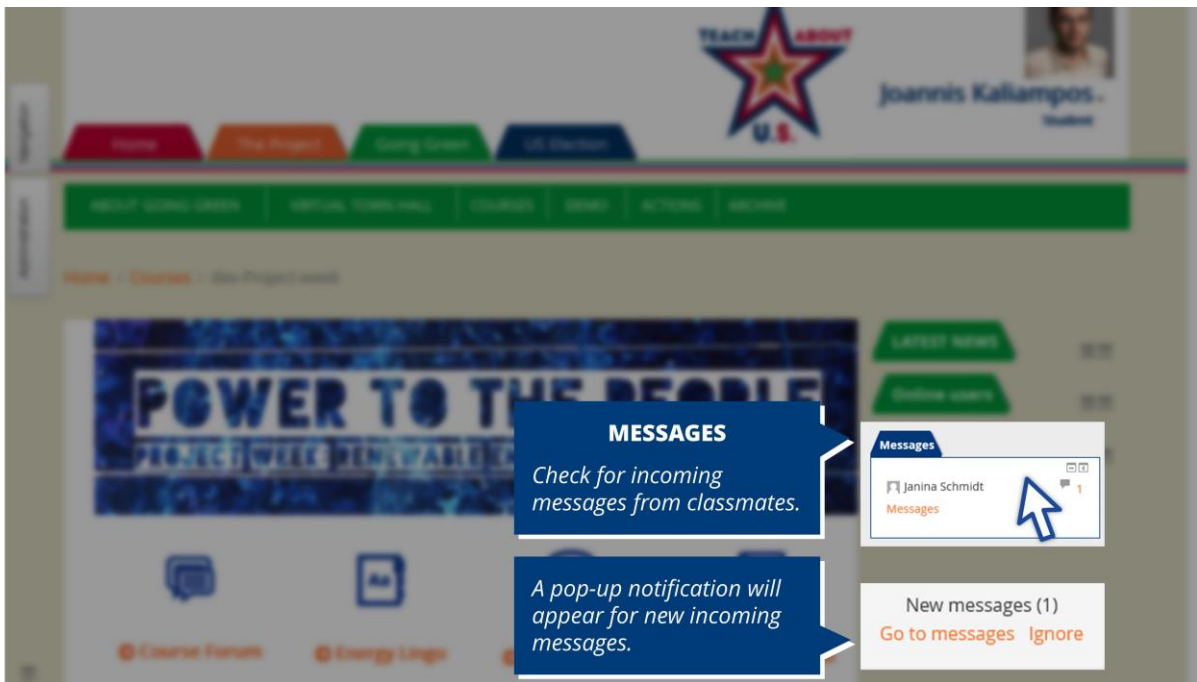
MESSAGES

Check for incoming messages from classmates.

A pop-up notification will appear for new incoming messages.

Messages

Janina Schmidt

Messages

New messages (1)

Go to messages   Ignore

NAVIGATION

Home
- Dashboard
- ▶ Site pages
- ▶ My courses
- ▼ Courses
  - ▼ **dev-Project-week**
    - ▶ Participants
    - ▶ General
    - ▶ General contents
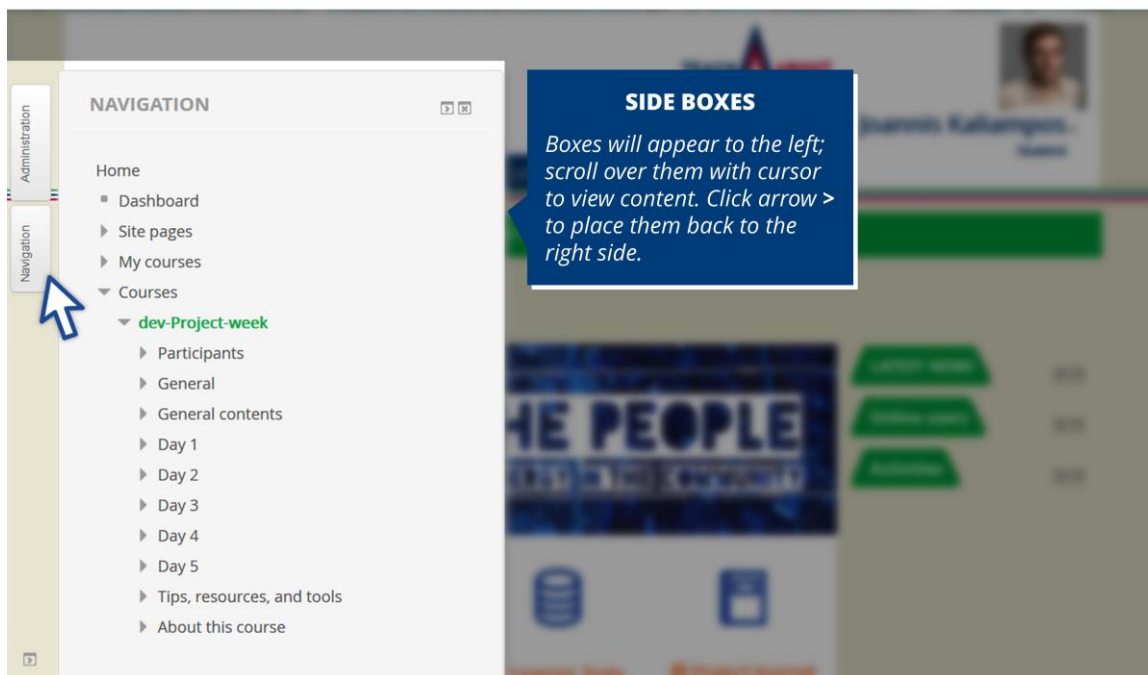   - ▶ Day 1
    - ▶ Day 2
    - ▶ Day 3
    - ▶ Day 4
    - ▶ Day 5
    - ▶ Tips, resources, and tools
    - ▶ About this course

SIDE BOXES

Boxes will appear to the left; scroll over them with cursor to view content. Click arrow > to place them back to the right side.

---

*The four activities at the top – **Course Forum, Energy Lingo, Learner Texts, Project Journal** – are not connected to specific tasks and important throughout the project.*

Click on the title to *open the individual pages (these will be useful throughout the project).*

⊙ Course Forum   ⊙ Energy Lingo   ⊙ Learner Texts   ⊙ Project Journal
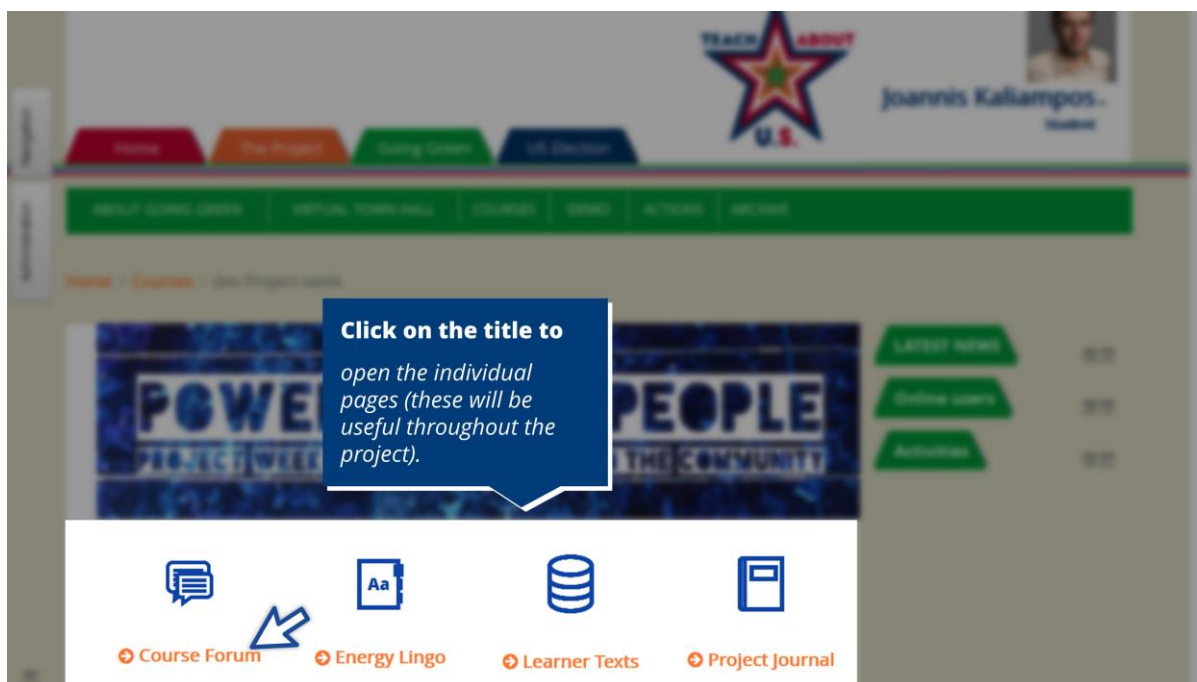
COURSE FORUM

Discuss with classmates in this forum; open threads, make postings, reply to a statement...

Open a new discussion thread by clicking on +

Course Forum

This is an open forum for your class. Use it for organizational matters or discussions related to individual tasks. Everyone can post and start a new discussion thread.

(no discussions yet)   ✚ | Add a new discussion topic

Energy Lingo

ENERGY LINGO

Develop your own glossary by adding new words/concepts to the database throughout the project.

Explain the renewable [...] e across during the project week to yo[...] provide the source of your definiti[...] information. You may also include li[...] and example sentences. Take a look[...] abulary.

Keeping track of new words and concepts is an ongoing activity that you will engage in throughout this project. You may also comment on each other's entries if you want to add or correct information.

♀ **Remember, a good glossary entry...**

- *is precise,*
- *provides an example,*
- *uses clear and accurate language (proof-read before posting!),*
- *and states its sources and links for further information.*

[   ]   Search   ☑ Search full text

Remember, a good glossary entry...

- *is precise,*
- *provides an example,*
- *uses clear and accurate language (proof-read before posting!),*
- *and states its sources and links for further information.*

Search ☑ Search full text

Add a new entry

| Browse by alphabet | Browse by category | Browse by date | Browse by Author |

Browse the glossary using this index

Special | A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z | **ALL**

1

100 RE

Learner Texts

Use this database to upload and share your texts and other products from this project.

❶ Uploading texts/products

- *Click on the tab "Add entry" and*
- *fill out the form.*
- *You can upload a file (PDF or doc) or directly write/paste your text into the text editor.*

By clicking on the magnifying glass (**Q**) you can view the text or file and comment on it.

| View list | View single | Search | Add entry |

No entries in database

---

*Now take a look at the **course sections**.*

*This Moodle course consists of several sections – or chapters – which all include further tasks. These **tasks** all follow the same structure and design.*

SCENARIO

TEACHING NOTES: Day 1

Hidden from students

TASK: Think like a community energy planner

TASK: Solve Leinwig's energy challenge

Letter from Mayor Johannsen

FILE: Leinwig community portfolio 280.7KB PDF document

FILE: Leinwig climate data 239.4KB PDF document

FILE: Leinwig energy portfolio 208.9KB PDF document

FILE: Leinwig county utility map 369.1KB PDF document

TASK: Define the problem

FORUM: Defining a problem

EXTRA: Renewable energy technologies fact sheets Uploaded 14/02/18, 13:41

COURSE SECTIONS

Click on the tasks to open the individual tasks instructions.

- *Some sections include extra labels and comments.*
- *Indented links are part of the superordinate task.*

TASK: Think like a community energy planner

Richard Dooley is Arlington's, VA community energy coordinator. The city's energy plan is a long-term vision for transforming how citizens generate, use, and distribute energy in their community. It has been awarded different prizes and serves as a role model for other communities in the U.S. and beyond.
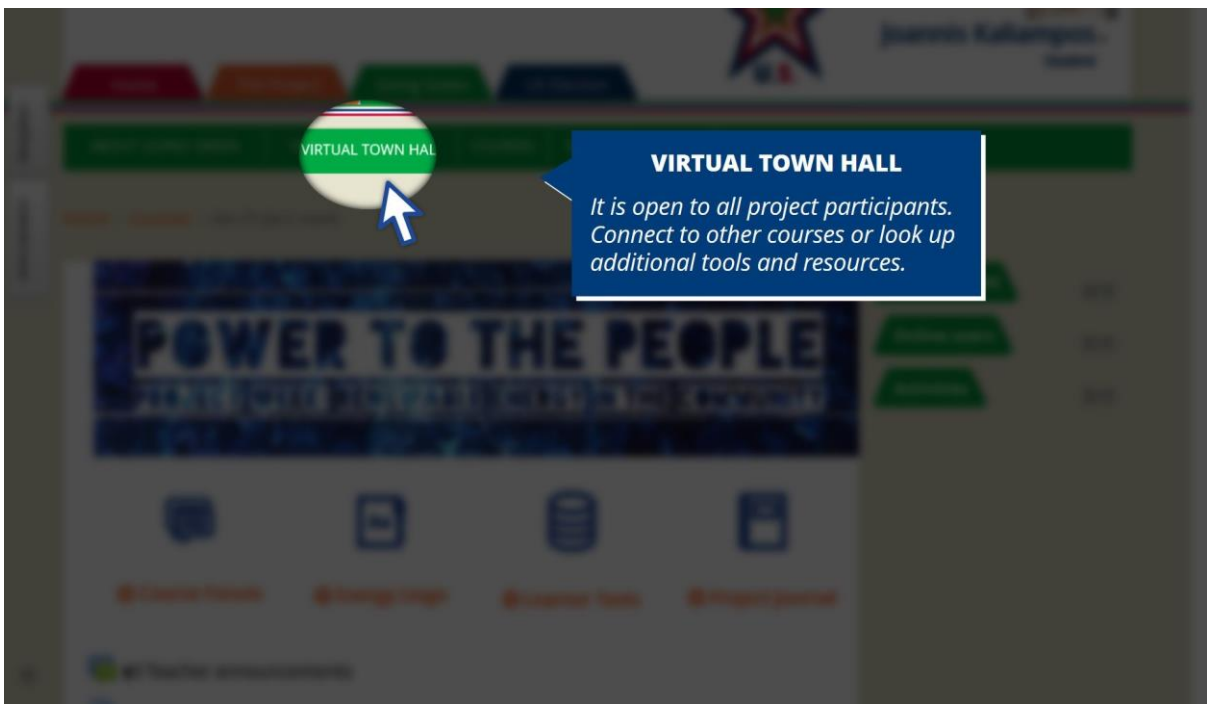
Watch the TED talk by Mr. Dooley and answer the following questions as they pop up during the video.
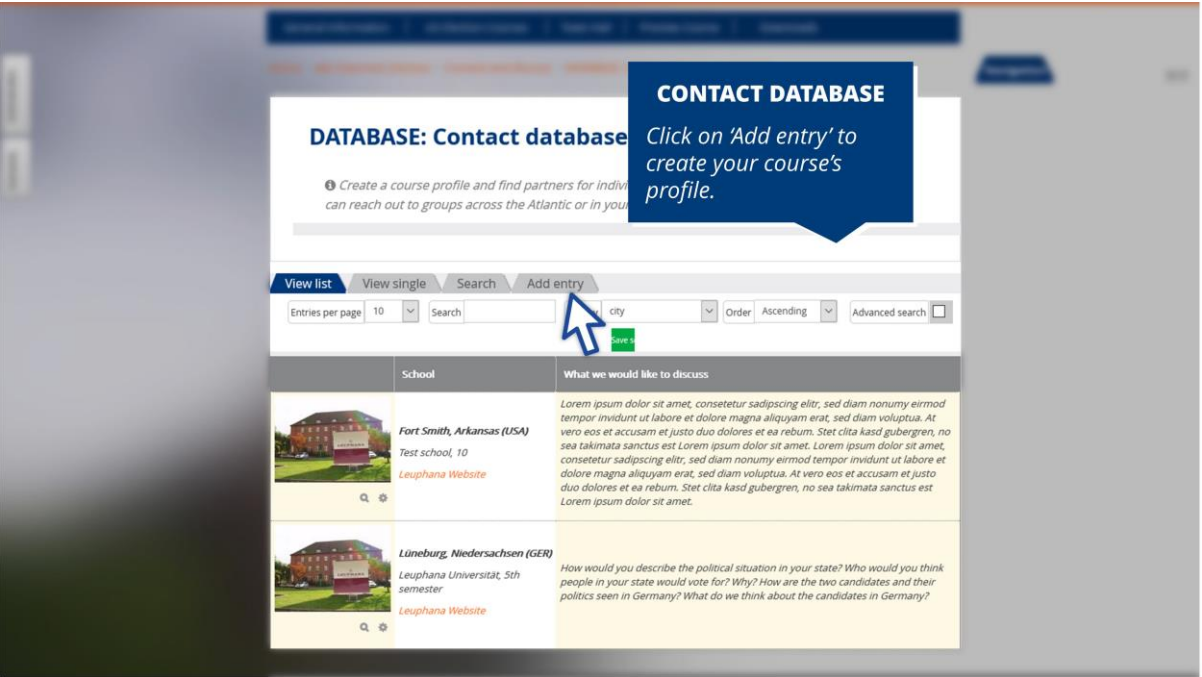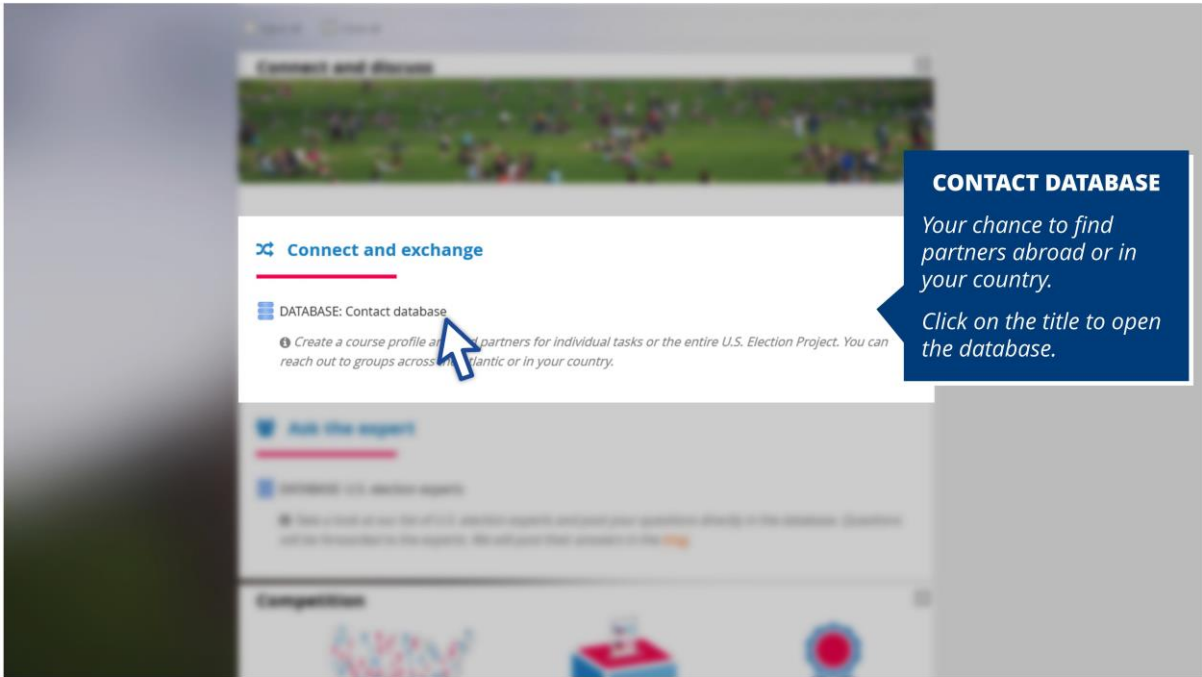
TASK PAGE

This is what a regular task page looks like.

Besides your password-protected Moodle course, the *Virtual Town Hall* is a place where all participants can meet and exchange ideas. Reach out to other classes in the project, and find current updates, more tools, and resources.

VIRTUAL TOWN HALL

It is open to all project participants. Connect to other courses or look up additional tools and resources.

CONTACT DATABASE

Your chance to find partners abroad or in your country.

Click on the title to open the database.

CONTACT DATABASE

Click on 'Add entry' to create your course's profile.

You see, using this platform is really not that difficult.

You're now all set for the project week "Power to the People". Simply begin by browsing the course and looking at the tasks and resources to get a feel for the platform.

If you want to learn more about using Moodle, take a look at the resources section in the Virtual Town Hall.

Power to the People | teachaboutus.org[1]

Teach About US[2] is an intercultural blended-learning platform and the product of a partnership between the U.S. Embassy in Berlin[3], Leuphana University Lüneburg[4], and LIFE e.V.[5]

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[1] http://www.teachaboutus.org/
[2] http://www.teachaboutus.org/mod/page/view.php?id=898
[3] http://germany.usembassy.gov/
[4] http://www.leuphana.de/
[5] http://www.life-online.de/