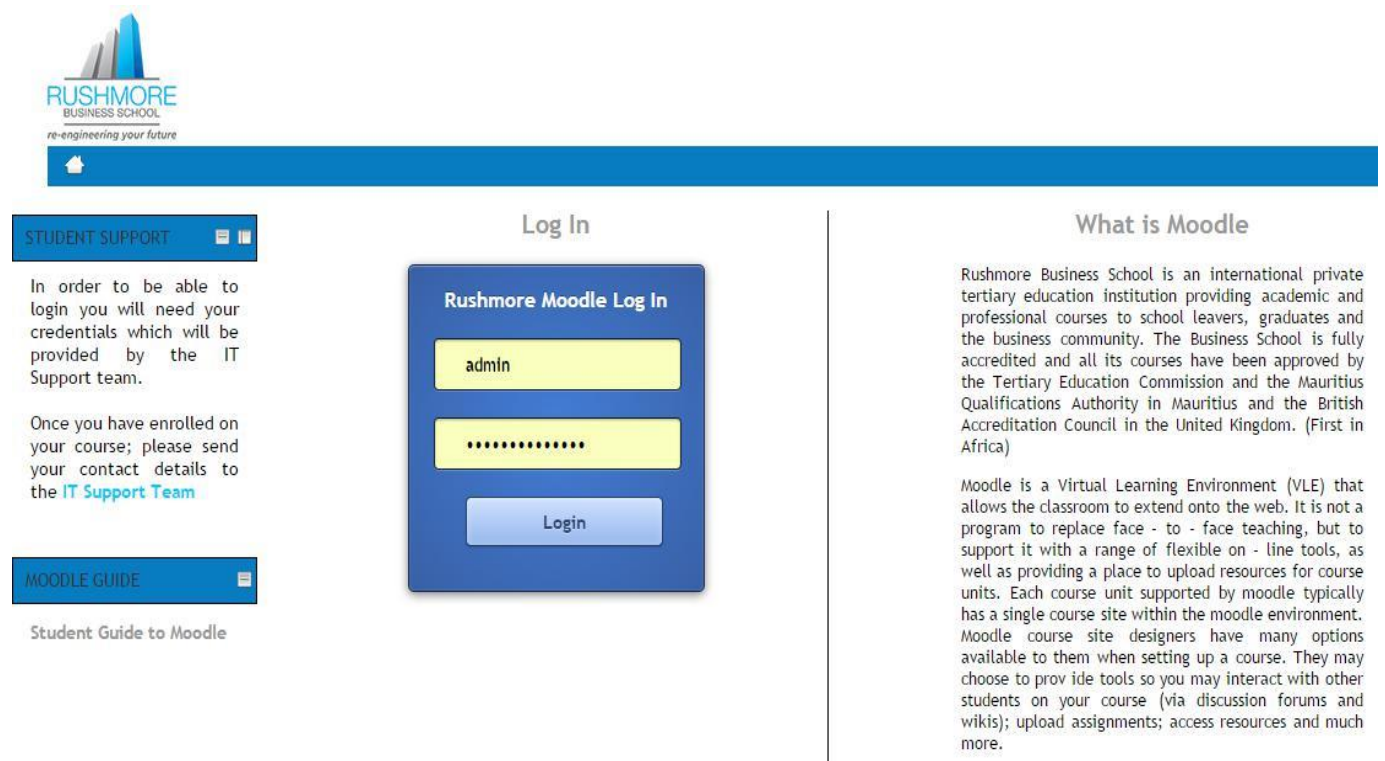# Welcome to Moodle (Rushmore Business School)

Moodle is a web-based course management and collaboration portal that enables educators to manage course materials and to communicate with other students. With Moodle, you can take surveys, quizzes, and tests; send and receive course mail; post messages to threaded discussions and chat rooms; upload assignments using an online Turnitin Service generating a complete report and more. You can check your progress and grades at any time during a course. Using Moodle 2.6 Minimum browser requirements: recent Google Chrome, recent Mozilla Firefox, Safari 6, Internet Explorer 9 (IE 10 required for drag and drop of files from outside the browser into Moodle). Operating systems: Windows (XP, Vista, Win 7), Mac (minimum OS X 10.4) Software and feature requirements: Java, Java script, Popups, Cookies, Ajax (If Java Script is enabled, then all common browsers should open HTML pages with Ajax applications) Plugins: Adobe reader, Adobe flasher. Moodle website is: **http://moodle.rbs.ac.mu/**

1. Type in the login credentials you received after registration as shown in Fig: 1.1 below:

RUSHMORE
BUSINESS SCHOOL
re-engineering your future

STUDENT SUPPORT

In order to be able to login you will need your credentials which will be provided by the IT Support team.

Once you have enrolled on your course; please send your contact details to the IT Support Team

MOODLE GUIDE

Student Guide to Moodle

Log In

Rushmore Moodle Log In

admin

••••••••••••

Login

What is Moodle

Rushmore Business School is an international private tertiary education institution providing academic and professional courses to school leavers, graduates and the business community. The Business School is fully accredited and all its courses have been approved by the Tertiary Education Commission and the Mauritius Qualifications Authority in Mauritius and the British Accreditation Council in the United Kingdom. (First in Africa)

Moodle is a Virtual Learning Environment (VLE) that allows the classroom to extend onto the web. It is not a program to replace face - to - face teaching, but to support it with a range of flexible on - line tools, as well as providing a place to upload resources for course units. Each course unit supported by moodle typically has a single course site within the moodle environment. Moodle course site designers have many options available to them when setting up a course. They may choose to prov ide tools so you may interact with other students on your course (via discussion forums and wikis); upload assignments; access resources and much more.

Fig: 1.1

2. How to change your password?

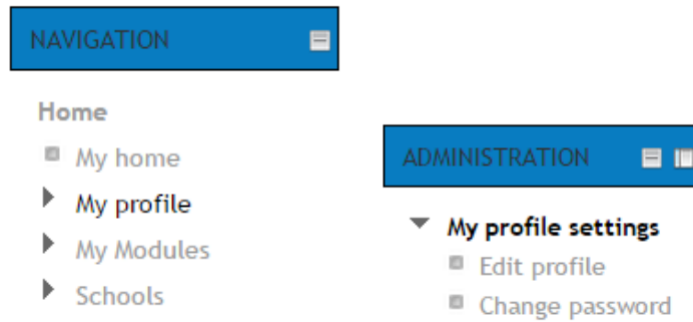After login, you are on Home Page. ♣ Go in "Navigation Menu" and click on "My Home".

Fig: 1.2

♣ Click on "Change password" ♣ Type in the actual password, the new one and confirm it, and then save change. ♣ Save changes.

Fig: 1.3

3. How to access your Course Page. See Fig: 1.4

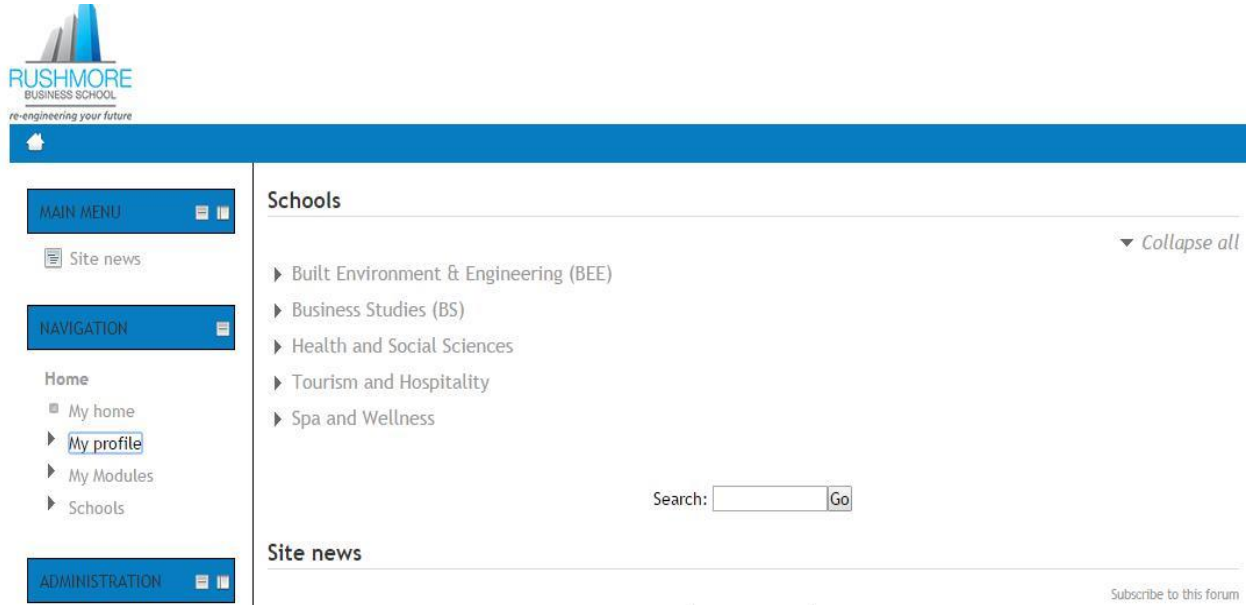My Home Page / Schools is the page showing your courses per department.

Fig: 1.4

4. How to access your courses you are enrolled as shown below Fig: 1.5. Click on your respective school.

Fig: 1.5

5. Select the category:

HOME ▶ SCHOOLS ▶ BUSINESS STUDIES (BS)

NAVIGATION

Home
 ▫ My home
 ▶ My profile
 ▶ My Modules
 ▾ Schools

Course categories: Business Studies (BS)

 ▶ Undergraduate
 ▶ Postgraduate

Add a new course
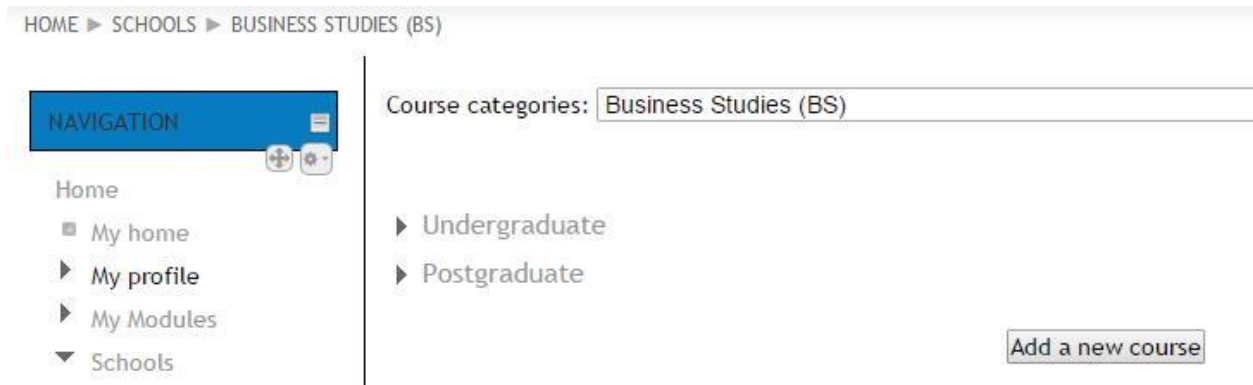
Fig: 1.6

6. Click on your course. See Fig: 1.7 below:

HOME ▶ SCHOOLS ▶ BUSINESS STUDIES (BS) ▶ UNDERGRADUATE

NAVIGATION

Home
 ▫ My home
 ▶ My profile
 ▶ My Modules
 ▾ Schools
   ▶ Built Environment & Engineering (BEE)
   ▾ Business Studies (BS)
     ▾ **Undergraduate**

Course categories: Business Studies (BS) / Undergraduate

 ▶ Higher National Diploma in Business Studies
 ▶ BA (Hons) Business and Management Top Up (LBU)
 ▶ BA (Hons) Marketing Top Up (LBU)
 ▶ BA (Hons) Accounting and Finance Top Up (LBU)
 ▶ BA (Hons) Business Management Top Up
 ▶ BA (Hons) Human Resources Management Top Up
 ▶ Shared Modules BA (Hons) BM / HRM / TM Top Up
 ▶ Mapping Modules

Fig: 1.7

7. By selecting your course, you will find Fig: 1.8, the course description and also your respective timetable.

Course categories: Business Studies (BS) / Undergraduate / Higher National Diploma in Business Studies

The HND Business programme content has been developed to assist students who are in plan to enter management functions of service organisations. The course has been designed to equip students with the knowledge, understanding and skills required for success in future employment or for progression to an undergraduate degree. Students will study a mixture of core modules covering essential business activities. Each module will be assessed through assignments , where possible, to workplace-relevant activities.

- To provide an educational foundation for a range of administrative and management careers in business.
- To enable students to make an immediate contribution in employment.
- To provide flexibility, knowledge, skills and motivation as a basis for future studies and career development.
- To develop a range of skills and techniques, personal qualities and attitudes essential for successful performance in working life. Click here for more information on HND Business Course.

Essential Forms :

- Assessment cover sheet
- Extenuating circumstances form

Handbook :

- **Course Handbook**

Time Table (Full Time / Part Time) :

- **HND Full Time - 16.03.2015 - 20.06.2015**
- HND Part Time - 16.03.2015 - 06.06.2015

Fig 1.8

8. Below your course description, you will find all the course modules as follows:

D-601-0578 Business Decision Making

K-601-0941 Research Project

H-601-1098 Small Business Enterprise

M-601-1024 Business Ethics

R-601-1145 Business Law

A-601-0796 Business Strategy

9. Click on your specific module to find details of module description and lecture notes:
   Fig: 1.9

Fig: 1.9

SUBMISSION OF ASSIGNMENT ON MOODLE USING TURNITIN

ASSESSMENT

Assignment Business Decision Making

Please ensure that you submit your assignment here.

Assignment BDM- 161214

Test Assignment 100315

Test Assignment 100315

Step 1: Click on the drop box link as shown below:

Test Assignment 100315

Test Assignment 100315

Step 2: You will be diverted to Turnitin Submission Page:

Step 3: Click highlighted box as show below:

Step 4: You will be diverted to the submission box.

Step 5: You have to drag and drop your assignment.

Upload in progress

File uploaded should be in pdf

Step 6: On upload completion, click on the submission button:

Procedure should be as follows:

Uploading your submission to Turnitin

On successful submission, the below message should be displayed:

Your submission has successfully been uploaded to Turnitin.

Digital receipt

Turnitin submission id: 514684887

Submission extract:

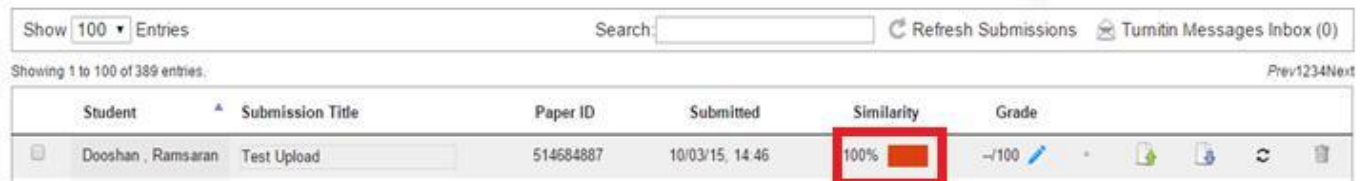Turnitin Moodle ® Direct V2 Integration Administrator User Manual Updated March 13, 2014 Copyright © 1998 - 2014 iParadigms, LLC. All rights reserved. Turnitin Moodle Integration Manual: 1 Contents Administrator User Manual 1 Moodle Direct V2 Integration Administrator Manual 3 Downloading the Moodle Direct Code Package 3 LMS Migration Information 4 Installation and Configuration 5 Required PHP settings 6 Required Moodle setting 6 Configuration 7 Troubleshooting 9 Enabling Course Migration 10 Paper Repository Options 11 Glossary 12 Copyright © 1998 - 2014 iParadigms, LLC. All rights reserved. Turnitin Moodle Integration Manual: 2 Administrator User Manual Section: Moodle Direct V2 Integration Administrator Manual Moodle Direct V2 Integration Administrator Manual Welcome to the Turnitin Moodle Direct V2 Integration Manual. The Turnitin plugin gives users of the Moodle Learning System the ability to use Turnitin products within the Moodle interface. Turnitin provides plagiarism prevention services, paperless digital grading, class management and peer review tools to educational institutions around the world. Note - The Turnitin plugin is currently compatible with Moodle versions
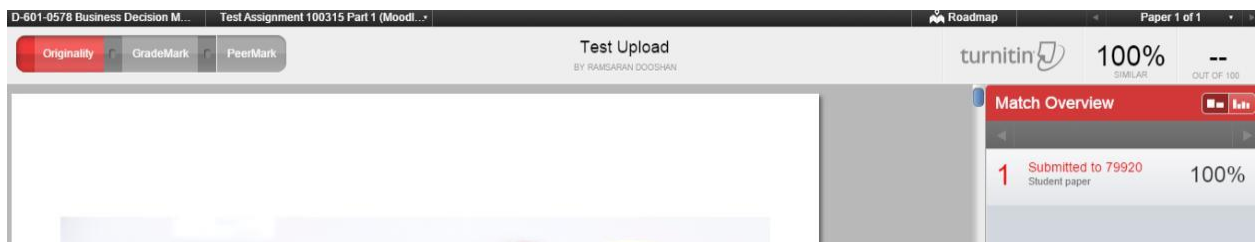
Close the window and wait for few seconds until the below windows appears:

Click on the Similarity box as shown in the Figure above. You will be diverted to your Turnitin report as shown below:

On the left hand-side will be your assignment highlighting the section of plagiarism. On your right hand-side you will find the percentages of plagiarism in details.

NOTE: YOU WILL BE ABLE TO AMEND AND SUBMIT YOUR ASSIGNMENT IN REGARDS TO THE EXTENT OF PLAGIARSIM UNTIL DUE DATE OF THE ASSIGNMENT. TO RE-SUBMIT, YOU WILL HAVE TO PERFORM ALL STEPS AGAIN.

Support Contact: Your Course Coordinator