

LECTURER - User Manual

(2011 EDITION)

CIDOS

Curriculum Information Document Online System



QA76.9
.C53
2011



POLITEKNIK
Jabatan Pengajian Politeknik

ACADEMIC SECTOR
DEPARTMENT OF POLYTECHNIC EDUCATION
MINISTRY OF HIGHER EDUCATION



ABOUT THIS LECTURER MANUAL

Welcome to the Curriculum Information Document Online System User Manual.

Curriculum Information Document Online System (CIDOS) is a web-based solution designed specifically for efficient and effective control over curriculum document inventory, P&P materials, and knowledge sharing.

This manual helps you to prepare an online learning environment and create a unique educational environment with your students. The manual only use the examples as guidance and enhance understanding of each function in develop any resources and activities in CIDOS e-learning.

This manual covers the following topics:

- (1) Accessing CIDOS
- (2) Log in to CIDOS
- (3) Customize Main Page of CIDOS
- (4) Manage Administration Block in CIDOS
- (5) Manage a Resource – Label, Text Page, Web Page, File/Website, Directory & Learning Object
- (6) Manage an Activity – Assignment, Chat, Database, Forum, Quiz, Feedback & Math Notation
- (7) Curriculum Evaluation

Wishing you the very best!

QA76.9 .C53 2011



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CIDOS-Lecturer user manual /

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1. ACCESSING CIDOS

1. Open your internet browser and go to <http://www.cidos.edu.my>.



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NO. INVOIS	
PEMILIK	
NO. BANGGILAN	QA 76.9 -CS3 2011

BUKU INI DISUMBANGKAN OLEH
OUT RT

2. LOG IN

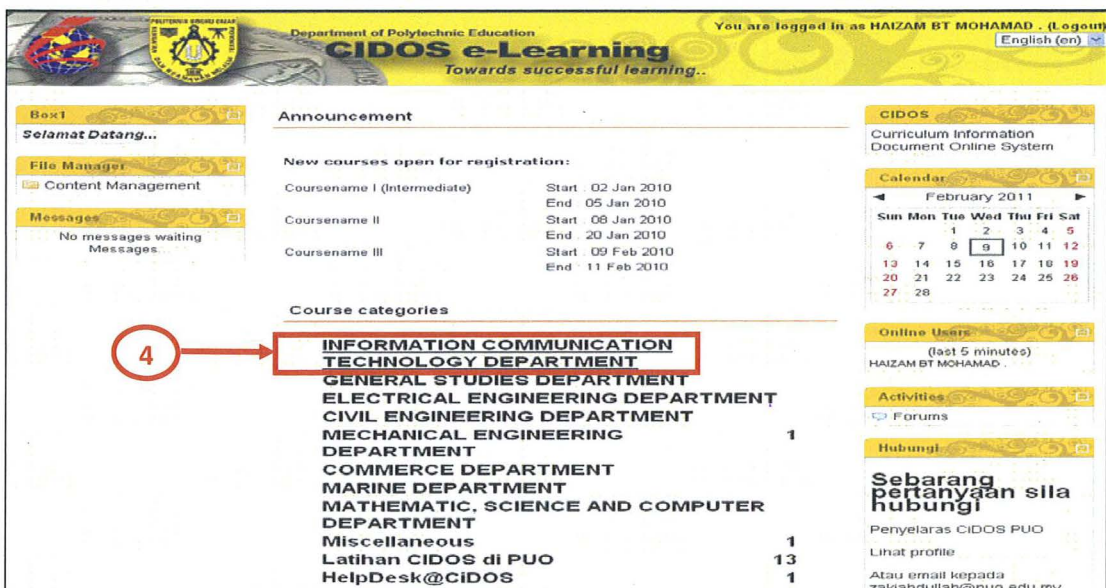
1. Fill in Username and Password.
2. Click on the login button.



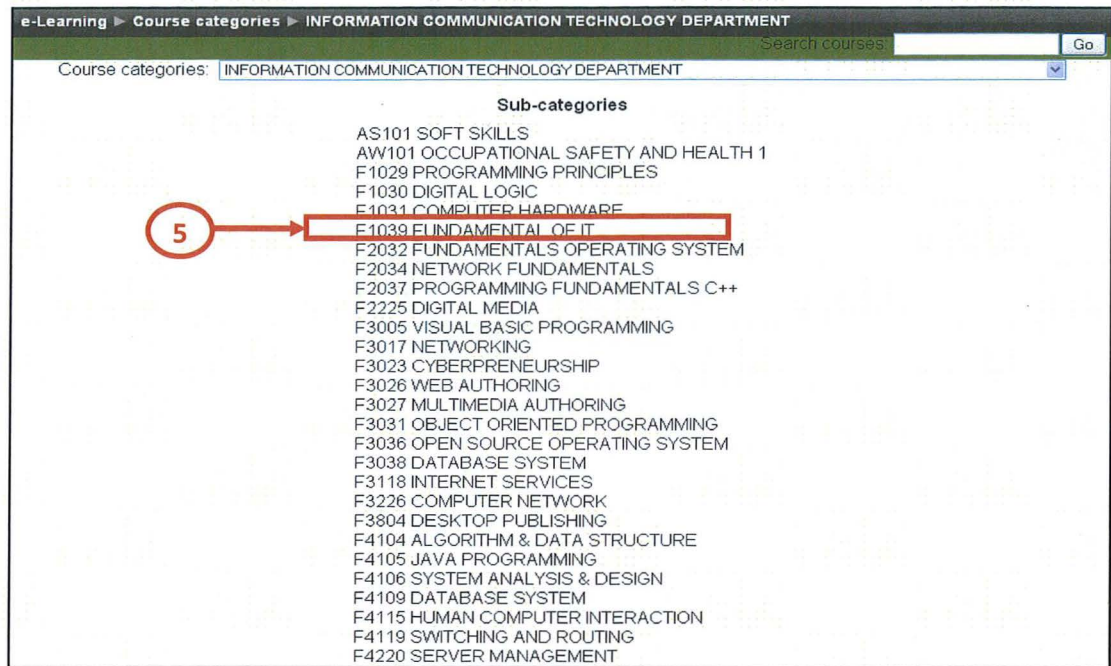
3. Click on polytechnic LMS icon (for example LMS PUO for Ungku Omar Polytechnic). It will redirect to CIDOS main page.



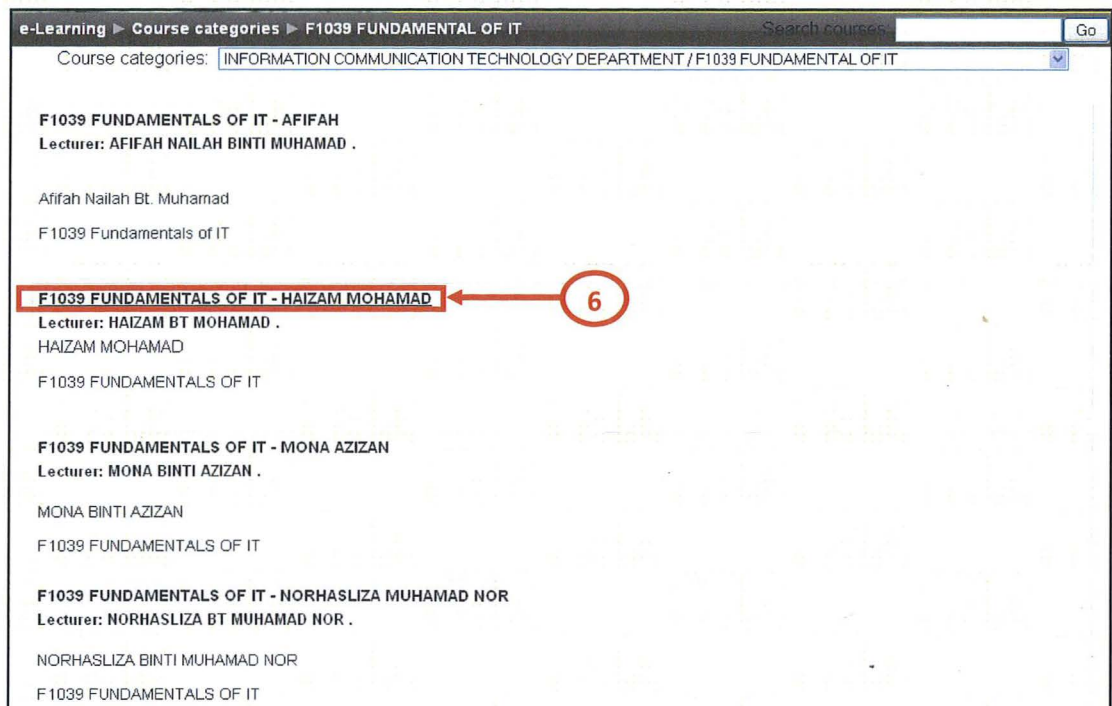
4. Click on department in the Course categories section.



5. Choose the **sub-categories** by clicking course code and name.

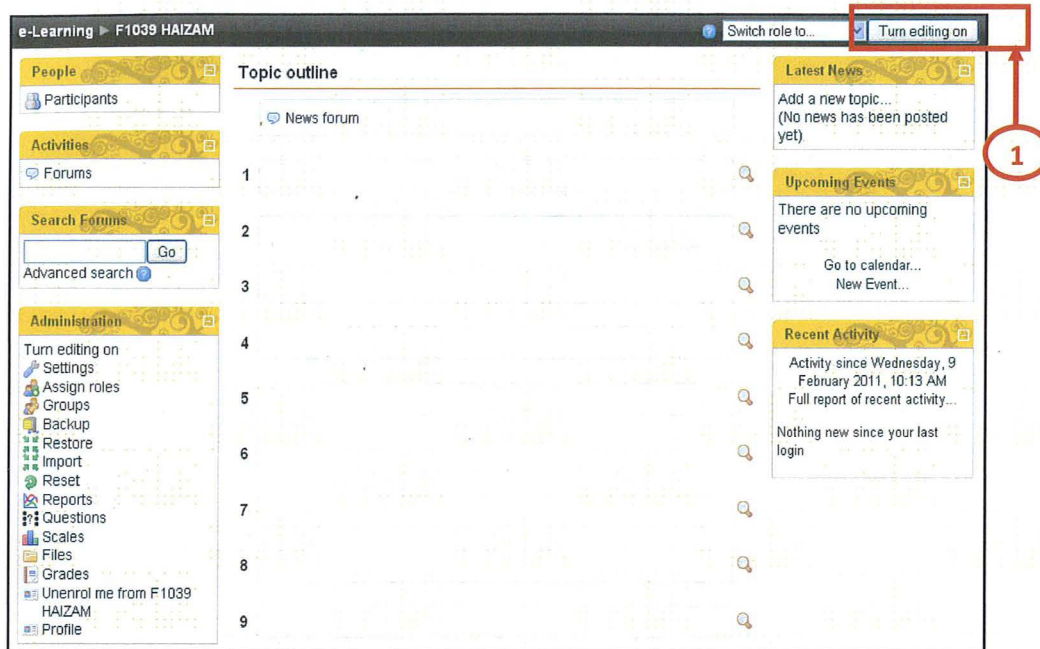


6. Click on your platform to enter the main page.



3. CUSTOMIZE MAIN PAGE

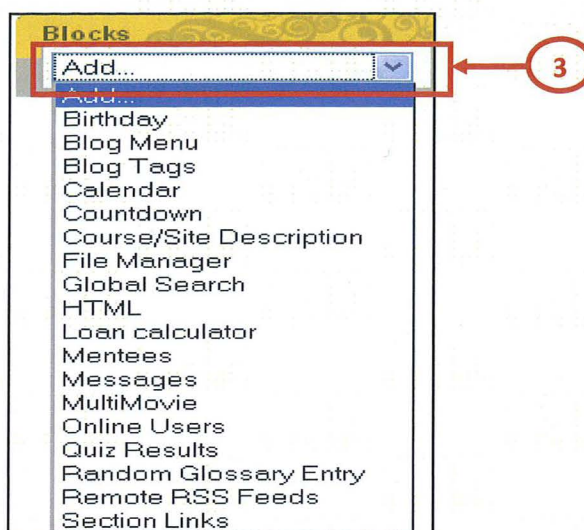
1. Click on Turn editing on button.



2. Now you are in editing mode.



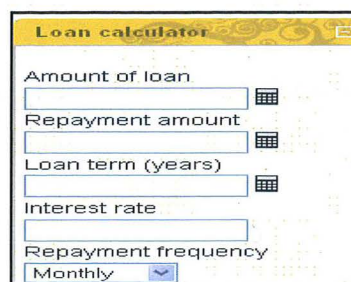
- Click on the modules **Blocks** dropdown list. Choose any of the available modules by clicking and customize it. The chosen block will be displayed on the main page.



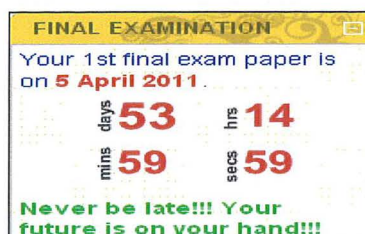
- New block can be added such as **Calendar**, **Countdown** and **Online Users**.



Calendar



Loan calculator



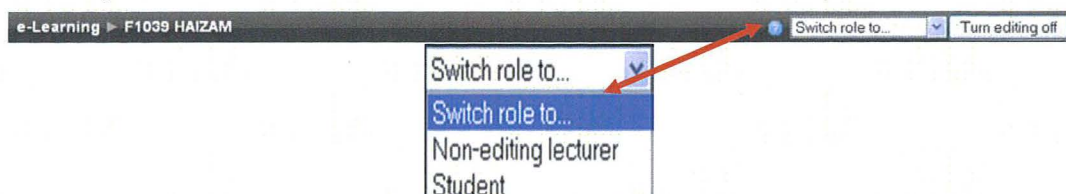
Countdown



Online users

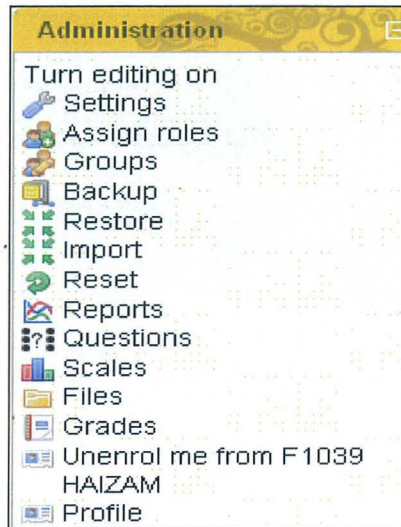
Note: Page View

- You can view the course page from the user view (student/non-editing lecturer) by clicking at the **Switch role to...** dropdown list at the above page. They have different views and constraints.



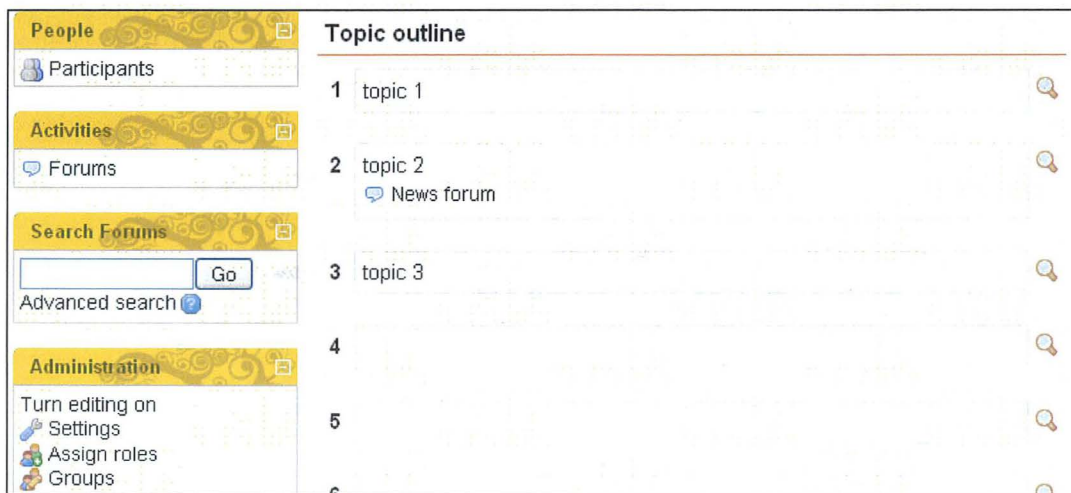
- To go back to your privileges, click at the **Return to my normal role** button.

4. MANAGE MAIN PAGE – ADMINISTRATION BLOCK

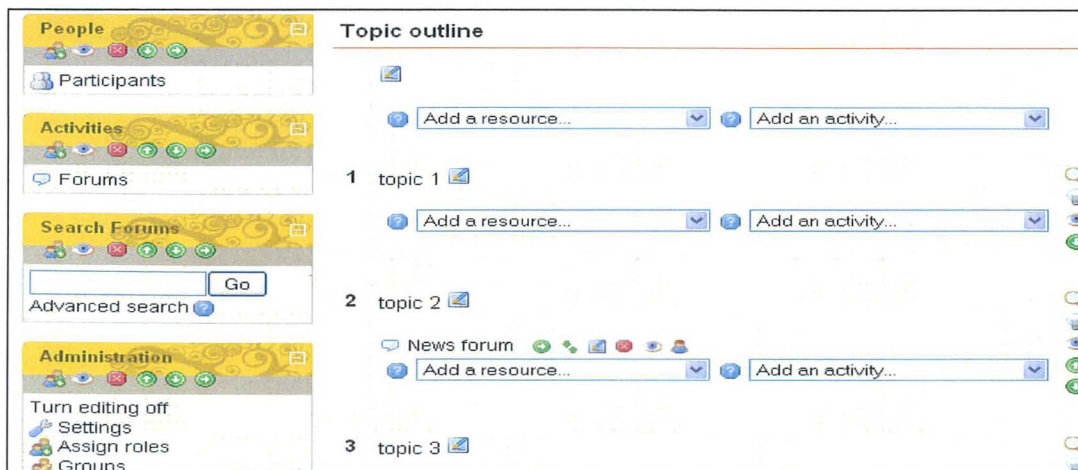


1. Click on **Turn editing on**. Main page will be in editing mode.

Turn editing on



Turn editing off



2. **Settings** - control how the things appear to the participants in a course. It is the first page viewed after creating a course. You can edit such as the platform appearance, enrolments and groups. Then after the editing, click **Save changes** button.

Edit course settings

General

Full name*

Short name*

Course ID number

Summary

Trebuchet 1 (8 pt) Lang **B I U S** $x_2 x^2$

PUAN HAZAM BINTI MOHAMAD

F1039 FUNDAMENTALS OF IT

Path:

Format

Number of weeks/topics

Course start date

Hidden sections

News items to show

Show grades

Show activity reports

Maximum upload size

Is this a meta course?

Default role

Enrolments

Enrolment Plugins

Course enrollable ☒ No ☐ Yes ☐ Date range

3. In **Assign roles**, you have to assign students to your course.
 - a. At the **RolesDescription**, click on the **Student**.

Roles

Assign roles

Assign roles ?

	RolesDescription	Users
	Non-editing lecturer Non-editing lecturers can teach in courses and grade students, but may not alter activities.	0
3a → Student	Students generally have less privileges within a course.	1
	Guest Guests have minimal privileges and usually can not enter text anywhere.	0

- b. Type **Name/IC number/Matrix number** of the student in the provided space (it doesn't matter if you do not fill the **Department/Programme Code**).

The screenshot shows the 'Assign roles' interface. At the top, it says 'Current context: Course: F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD' and 'Role to assign: Student'. Below this, there are two main sections: '1 existing users' and '15150 potential users'. The 'existing users' section lists 'AHMAD ALMUHAMMADI BIN AHMAD AZZAM . (900314145311) - PUO (DIP) - S'. The 'potential users' section shows 'Search results (1)' with 'TAMILSELVAN A/L MANIAM . (300215016645) - PUO (DIP) - S'. Between these sections are navigation buttons: a left arrow (labeled 3e) and a right arrow (labeled 3g). Below the 'potential users' section, there is a search filter area with a text input field (labeled 3b) containing '01DIP08F2003', a dropdown menu for '(User Type)' set to 'All' (labeled 3c), and 'Search' and 'Show all' buttons (labeled 3d). A red box highlights the search filter area.

- c. Choose **Student** for **User Type**.
- d. Click **Search** button.
- e. After the student's name appear in **potential users** section, click the name and click ☐ button to enroll the student in your course.
- f. Repeat the step b - e until all your students listed in **existing users** section.
- g. If you want to unenroll/remove the student from the list, click ☐ button.

Note: Go To Other Page

To return back to the previous page, just click on the word at the above of the current page (the word will be underlined), for example;



Another way to assign a student to your course is by letting them to enroll the course by themselves.

h. Click **Settings** on the **Administration** block.

Enrolments

Enrolment Plugins Site Default (Internal Enrolment)

Course enrollable ☐ No ☒ Yes ☐ Date range

Start date 21 March 2011 ☐ Disable

End date 28 March 2011 ☐ Disable

Enrolment duration 8 days

Enrolment expiry notification

Notify Yes

Notify students Yes

Threshold 7 days

Groups

Group mode No groups

Force No

Availability

Availability This course is available to students

Enrolment key haizam2011

Guest access Do not allow guests in

Cost US Dollar

i. **Enrolments** section:

- i. Tick Yes for **Course enrollable**.
- ii. Untick the **Disable** check box for **Start** and **End date**. Then set your own.
- iii. Set your period time at **Enrolment duration**.

j. **Enrolment expiry notification** section – if want to inform the expired date:

- i. Choose **Yes** for **Notify** and **Notify students**.
- ii. Choose your starting notification at **Threshold**.

k. **Availability** section:

- i. Set your password at **Enrolment key** – granted only to your student.

l. Then click **Save** changes button.

LECTURER VIEW

F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD
Lecturer: HAZAM BT MOHAMAD .

 PUAN HAZAM BINTI MOHAMAD
 F1039 FUNDAMENTALS OF IT

STUDENT VIEW

e-Learning ▶ Courses ▶ Login to F1039 HAZAM

You are logged in as NORINTAN SURIA

F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD
Lecturer: HAZAM BT MOHAMAD .

 PUAN HAZAM BINTI MOHAMAD
 F1039 FUNDAMENTALS OF IT

This course requires an 'enrolment key' - a one-time password that you should have received from HAZAM BT MOHAMAD .

Enrolment key:

4. **Groups** - allows assigning students to one or more groups (e.g. project group). This can be on the course or on the activity level.
 - a. Click on the **Create group** button.

F1039 HAZAM Groups

Groups:

Members of:

4a

- b. **Create group** form will appear and you have to set up the group (e.g. **Group name** and **Group description**)

- c. Click on **Create group** button.

Create group

Group name*

Group description

Path:

Enrolment key

Hide picture

New picture (Max size: 150MB)

4c
Create group

There are required fields in this form marked*

- d. To assign the group member, click **Add/remove users** button.

F1039 HAZAM Groups

Groups:

Group1 (0)

Members of:
Group1 (0)

Add/remove users
4d

- e. The process to add and remove user is same as assign roles. After you done, click **Back to groups** button.

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5. All the data and settings in the course can be saved whether some or all of it by using **Backup**. It will be saved in zip files.
 - a. Tick at the item you want to save.
 - b. Then click **Continue** button until backup completely done.

Course backup: F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD (F1039 HAZAM)

Include: All/None

☒ Assignments	☒ User Data
☒ Chats	☒ User Data
☒ Choices	☒ User Data
☒ Databases	☒ User Data
☒ Forums	☒ User Data
☒ News forum	☒ User Data
☒ Glossaries	☒ User Data
☒ Hot Potatoes Quizzes	☒ User Data
☒ Journals	☒ User Data
☒ Labels	☒ User Data
☒ Lessons	☒ User Data
☒ Quizzes	☒ User Data
☒ Resources	☒ User Data
☒ SCORMs/AICCs	☒ User Data
☒ Surveys	☒ User Data
☒ Wikis	☒ User Data
☒ Workshops	☒ User Data
☒ Feedback Activities	☒ User Data

Users:

Logs:

User Files:

Course files:

5b →

6. **Restore** – restored course from a backup made before this. Just tick at the backup files you want.

Name	Size	Modified	Action
Parent folder			
☐ backup-f1039_hazam_-20110216-1438.zip	7.6kB	16 Feb 2011, 02:38 PM	Unzip List Restore Rename

With chosen files...

7. **Import** – you can import activities and groups form another course to your own page.

Import activities from another course

Courses I have taught

Import groups

(Max size: 150MB)

8. **Reset** – allow to empty a course of user data, while retaining the activities and other settings. The chosen item will be deleted from your course permanently.
 - a. Tick at the item you want to delete.
 - b. Click **Reset course** button.

Reset course

This page allows you to empty a course of user data, while retaining the activities and other settings. Please be warned that by choosing items below and submitting this page you will delete your chosen user data from this course forever!

Course

Remove:

☐ Lecturers
 ☐ Students
 ☒ Course events
 ☒ Logs
 ☐ Groups
 ☐ Course start date
 16 February 2011

Forums

Remove all posts from these types of forums:

☒ News forum
 ☒ A single simple discussion
 ☒ Each person posts one discussion
 ☐ Standard forum for general use
 ☐ Remove forum subscriptions

Hot Potatoes Quizzes

☒ Delete all attempts

Feedback Activities

Resetting feedbacks:

Name: soal selidik
☒ Reset feedback responses
 ☐ Remove from this course

8b

Reset course

9. **Reports** – allow looking at course/site logs and user activity reports.
 - a. Select the item you want to see from the dropdown list.

Choose which logs you want to see:

F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD

All participants

Today, 16 February 2011

All activities

All actions

Display on page

Get these logs

Or watch current activity:

Live logs from the past hour

Activity report

Activity module

Choose...

Look back

Choose...

Show only

Lecturer

Show actions

All actions

Go

- b. Click **Get these logs** button or **Go** button to proceed.

F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD: All participants, Thursday, 17 February 2011 (Server's local time)

F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD

All participants

Today, 17 February 2011

All activities

All actions

Display on page

Get these logs

Displaying 12 records

Time	IP Address	Full name	Action	Information
Thu 17 February 2011, 09:33 AM	1.9.4.2	HAIZAM BT MOHAMAD	course report log	F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD
Thu 17 February 2011, 09:33 AM	1.9.4.2	HAIZAM BT MOHAMAD	course view	F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD
Thu 17 February 2011, 09:27 AM	1.9.4.2	HAIZAM BT MOHAMAD	course view	F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD
Thu 17 February 2011, 09:26 AM	1.9.4.2	HAIZAM BT MOHAMAD	course view	F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD
Thu 17 February 2011, 09:08 AM	1.9.4.2	HAIZAM BT MOHAMAD	course view	F1039 FUNDAMENTALS OF IT - HAZAM MOHAMAD

10. **Questions/Question bank** – allows creating, previewing and editing questions in a database. The question can be added to a quiz or lesson activity via an export process (The further explanation how to build question will be on the next **subtopic 6.5 Quiz**).

- a. There are 5 types of question – essay, matching, multiple choice, short answer and true/false.

11. **Scales** – a way of evaluating or rating a students' performance based on the built scale.
- Click **Add a new scale** button.
 - Fill out the name, scale and description of your new scale. Then click **Save changes** button to finish.

12. **Files** – upload and find files e.g. backup file. The file can be pdf, html, multimedia, word processing or presentation that can be linked to an activity/resource. (The further explanation how to use files will be on the next **subtopic 5.5 Display A Directory**).

Name	Size	Modified	Action
☐ backupdata	152.6KB	17 Feb 2011, 09:28 AM	Rename
☐ moddata	0 bytes	16 Feb 2011, 04:39 PM	Rename
☐ javacyptdll.zip	62KB	16 Feb 2011, 04:34 PM	Unzip List Restore Rename

With chosen files...

13. **Grades** - use in grading assignment, quiz or test.

- a. Click at **Use Advanced Features** button to display more advanced tab in setting the grade such as **Categories, Weights, Grade letters** and **Grade exceptions**.

View Grades Set Preferences

Set Preferences ?

13a →

Reprint Headers:

Show Hidden Items

- b. For example, you can set letter A for 93 – 100 marks, A- for 90 – 92.99 marks and so on.

View Grades Set Preferences Set Categories Set Weights Set Grade Letters Grade Exceptions

Set Grade Letters ?

Grade Letter	Low	High
A	93	100
A-	90	92.99
B+	87	89.99
B	83	86.99
B-	80	82.99
C+	77	79.99
C	73	76.99
C-	70	72.99
D+	67	69.99
D	60	66.99
F	0	59.99

To delete a grade letter just empty any of the three text areas for that letter and click submit.

14. **Unenrol me** - by default, the lecturer can unenrol themselves from the course.

Are you sure you want to unenrol yourself from this course?

15. **Profile** - display the user information e.g. **email address**, **last access** and **roles**.

Picture of
HAIZAM BT
MOHAMAD .

Country: Malaysia

City/town: IPOH

Email address: puo123@tmk.puo.edu.my ✉

Courses: F1039 FUNDAMENTALS OF IT - HAIZAM MOHAMAD, F3023
CYBERPRENEURSHIP - HAIZAM MOHAMAD , HAIZAM MOHAMAD ,
Pn Asliza Binti Yacob, PN Haizam Binti Mohamad, EN SHAHAIRUL
RIZWAN BIN ALIAS, EN MOHD HAZRI BIN HASNAN, Ahmad Zaki Bin
Abdullah

Last access: Thursday, 17 February 2011, 10:29 AM (now)

Roles: Lecturer

Group: Group1

Note: Icon

NO	ICON	EFFECT / FUNCTION
1		Assign a role to a user
2		Close/ Hide item
3		Open/ Show item
4		Delete the unwanted part (block or topic outline)
5		Move up, Move down, Move right, Move left
6		Edit summary for the topic – fills the title and summary
7		Highlight topic as the current topic
8		Show only the certain topic on the main page
9		No groups, Visible groups, Separate groups
10		Hide block
11		Help
12		Move (up/ down)
13		Move here

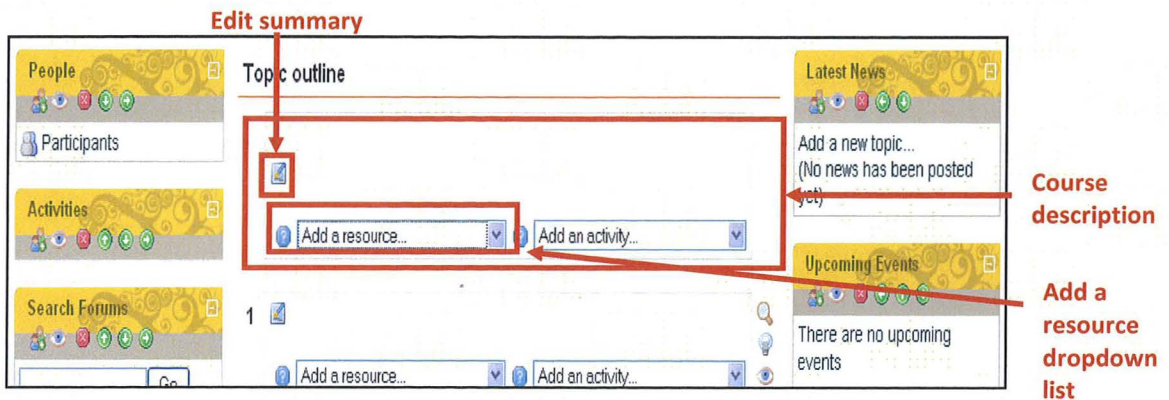
5. MANAGE CONTENT – ADD A RESOURCE

- Resource:

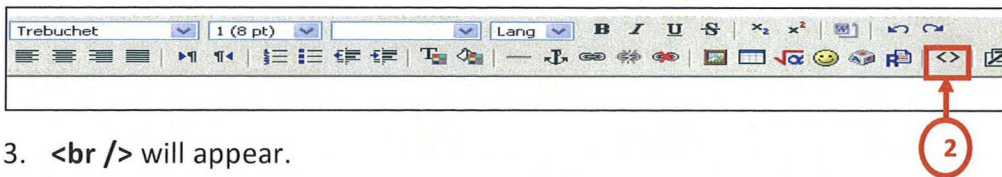
- | | |
|---------------|---------------------------|
| 5.1 Label | 5.2 Text Page |
| 5.3 Web Page | 5.4 File or Website |
| 5.5 Directory | 5.6 CIDOS Learning Object |

Course Description (first block under Topic outline):

1. Click on **Edit Summary** icon .



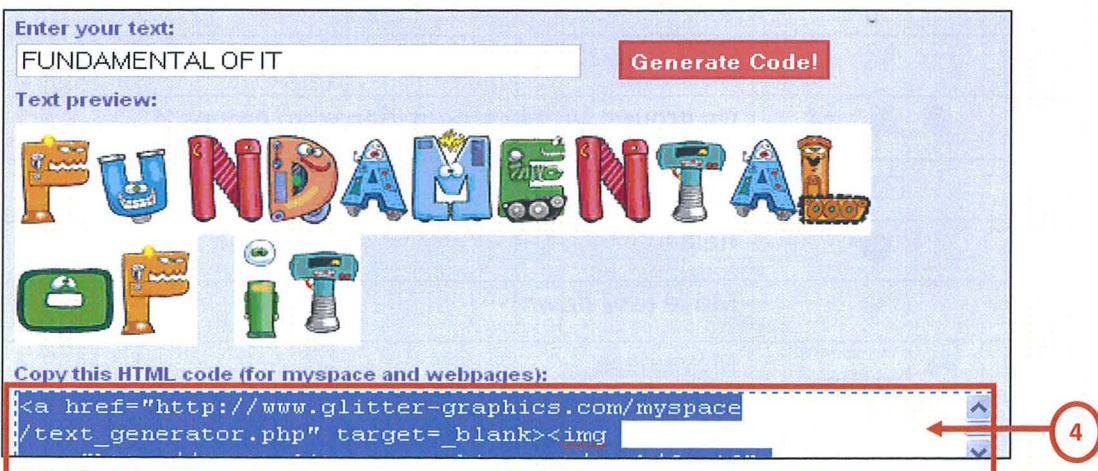
2. Now we want to insert HTML code in the page, click on the **<>** icon.



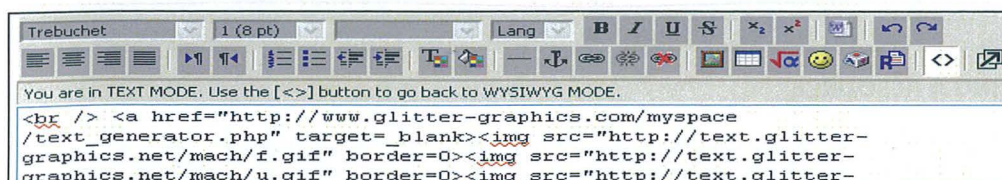
3. **
** will appear.



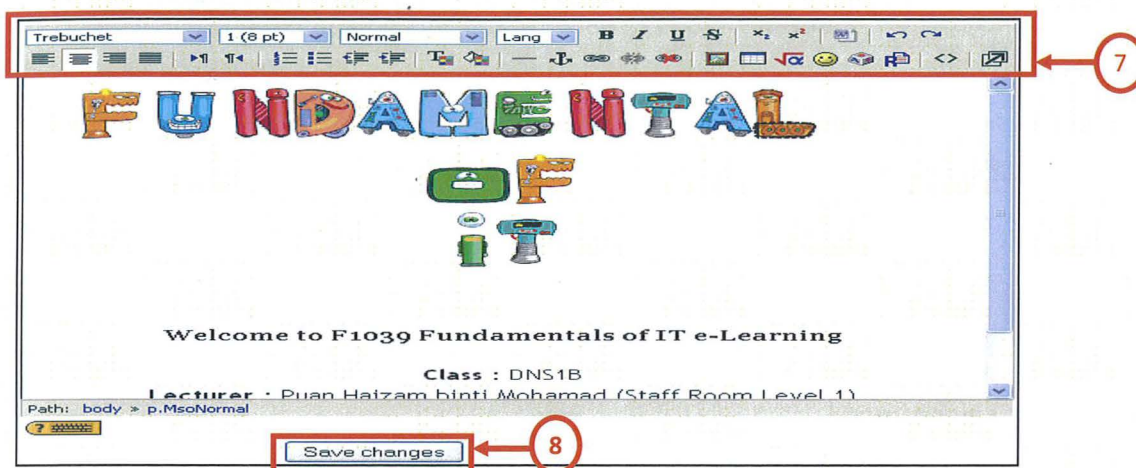
4. Let's say you have code from http://www.glitter-graphics.com/myspace/text_generator.php. Copy that HTML code.



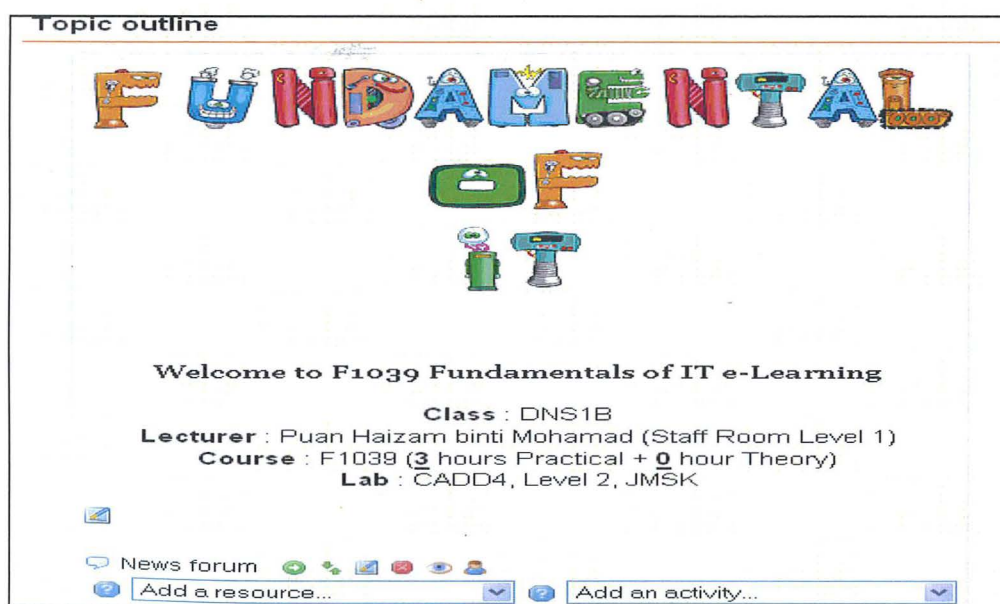
- Go back to CIDOS and paste the HTML code after the `<br />`.



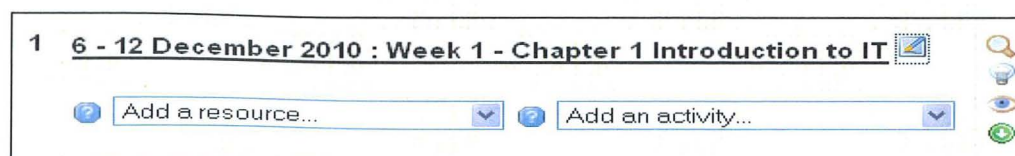
- To view the code, click again the `<>` icon.



- If you want to add more text, just type it. Use the above bar to edit text color, font, size or alignment.
- Click **Save changes** button to finish.



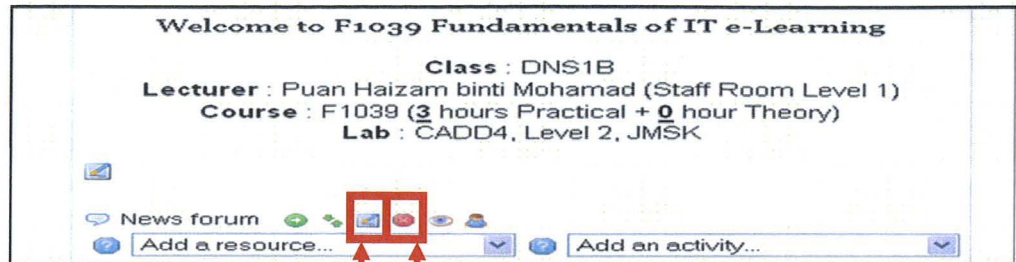
- Then you can **Edit Summary**  for each weekly activity (e.g. 6 - 12 December 2010: Week 1 - Chapter 1 Introduction to IT).



NOTE:

i. UPDATING A RESOURCE

- 1) Click on  icon on your platform. Form **Updating** will be displayed.



Update/Edit resource Delete resource

- 2) Edit the resource and click **Save and return to course** button to finish.

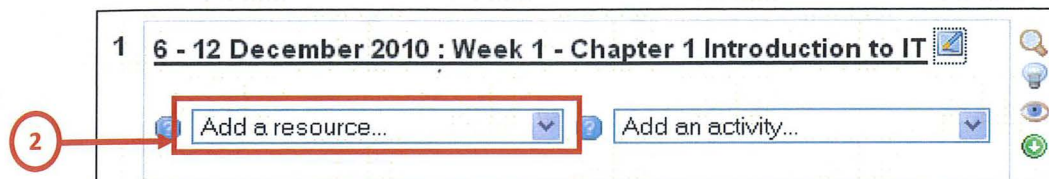
ii. DELETE A RESOURCE

- 1) Click on  icon. A confirmation message will be displayed.
- 2) Click on **Yes** button to delete the resource.

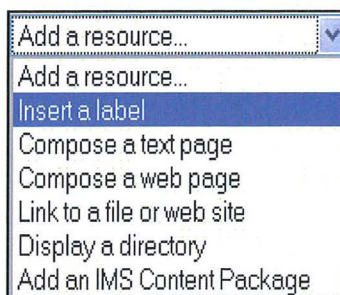
5.1. Insert a Label

- Allows inserting texts or images directly into the topic.

- Click Turn editing on.



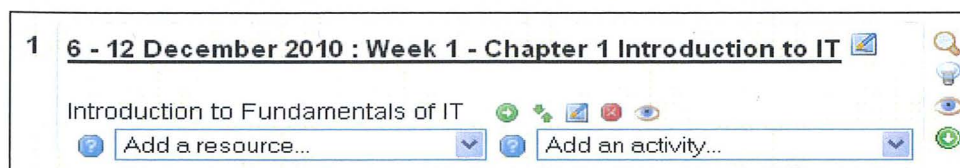
- Click on the **Add a resource...** dropdown list and choose **Insert a label**.



Form **Adding a new label** will be displayed. Fill out the **Label text**.

A screenshot of the 'Adding a new Label to topic' form. The form has a title bar that reads 'Adding a new Label to topic'. Below the title bar, there is a 'Label text*' field with a blue icon next to it. A red circle with the number 3 points to this field. Below the text field, there is a rich text editor with a toolbar and the text 'Introduction to Fundamentals of IT'. A red circle with the number 4 points to the 'Save and return to course' button. A red arrow points to a blue icon with the text 'The page explanation'. At the bottom, there are three buttons: 'Save and display', 'Save and return to course', and 'Cancel'. A red circle with the number 4 points to the 'Save and return to course' button. Below the buttons, there is a note: 'There are required fields in this form'.

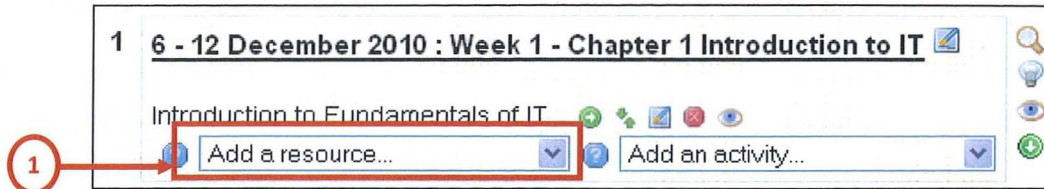
- Click on **Save and return to course** button.
- The label will be displayed on the main page.



5.2. Compose a Text Page

- Allows to post a page of text (text that been typed in or cut-and-paste from another document).

- Click on **Add a resource...** dropdown list and choose **Compose a text page**. Form **Adding a new Resource** will be displayed.



- Fill out the **Name**.
- Fill out the **Summary** (optional) - short description of the resource.
- Click on **Group** dropdown list to choose the group.
- Type your text in the **Full text** box. You can paste text from MS Word or any other location.
- Choose whether you want this resource to open in the same window or a new one. If you choose New Window, you can choose what attributes the new window will have.
- Click on **Save and return to course** button.

e-Learning ► F1039 HAIZAM ► Resources ► Editing Resource

Adding a new Resource to topic 1

General

2 → **Name*** Chapter 1a

Summary

3 → **Text Editor**

4 → **Group*** All

Compose a text page

5 → **Full text***

At the end of this topic, student can;

- explain what is IT terms
- list down the IT advantages and disadvantages

Window

6 → **Window** Same window

To Show/Hide resources Show Advanced

Common module settings

Visible Show

7 → **Buttons** Save and display Save and return to course Cancel

Note: Window

- *Same window* - when the user opens the link, the new page will appear at the **same/previous** interface/window.
- *New window* - when the user opens the link, the new page will appear at the other **new/pop-up** interface/window.

8. To run your text page, click on **Chapter 1a**.

1 **6 - 12 December 2010 : Week 1 - Chapter 1 Introduction to IT**

Introduction to Fundamentals of IT

8 → **Chapter 1a**

Add a resource... Add an activity...

9. Your text page will be looked like below;

e-Learning ► F1039 HAIZAM ► Resources ► Chapter 1a

Update this Resource

Jump to...

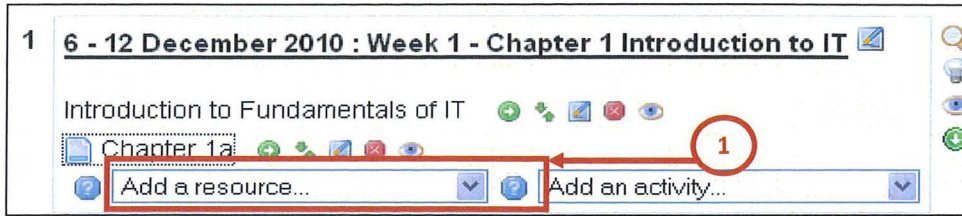
At the end of this topic, student can;

- explain what is IT terms
- list down the IT advantages and disadvantages

5.3. Compose a Web Page

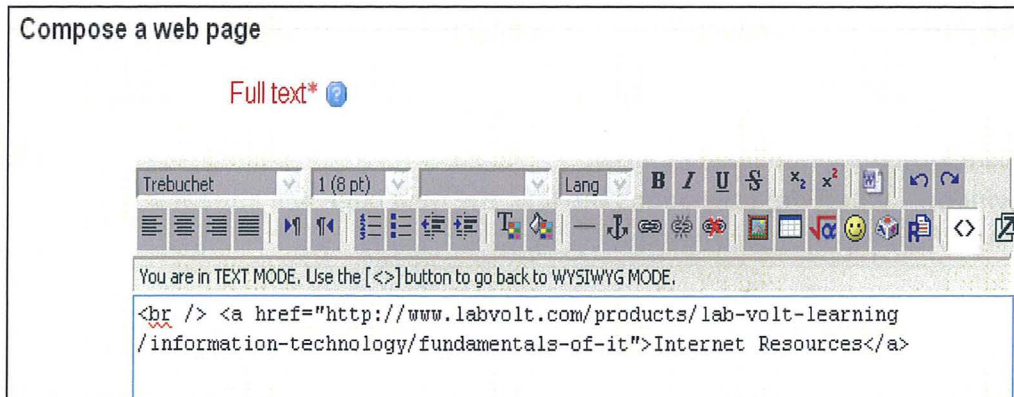
- Similar to the text page, except that it supports full formatting in the main "Full text" box (notice the additional formatting buttons)

1. Click on the **Add a resource...** dropdown list and choose **Compose a web page**.



2. Form **Adding a new Resource** will be displayed.
3. Fill out the **Name** for the web page.
4. Add a **Summary** (optional) - write a short description of the resource.
5. Click on **Group** dropdown list to choose the group.
6. At **Compose a web page** section, click **<>** icon. In this example, we will make a hyperlink. Type `<a href="your web page URL address">the link name you want to be appear</a>` at the **Full text** box. The example as below;

```
<a href="http://www.labvolt.com/products/lab-volt-learning/information-technology/fundamentals-of-it">Internet Resources</a>
```



7. Choose **Same** window in the **Window** section.
8. Click on **Save and return to course** button.

Adding a new Resource to topic 1

General

3 → **Name*** Note - Impact IT in our life

Summary

4 → **Additional reading**

Path: body > span

5 → **Group*** All

Compose a web page

Full text*

6 →

You are in TEXT MODE. Use the [<>] button to go back to WYSIWYG MODE.

```
<br /> <a href="http://www.labvolt.com/products/lab-volt-learning/information-technology/fundamentals-of-it">Internet Resources</a>
```

Window

7 → **Window** Same window

To Show/Hide resources → Show Advanced

Common module settings

Visible Show

8 → Save and return to course

Save and display Cancel

9. Click on the web page that has been built.

1 6 - 12 December 2010 : Week 1 - Chapter 1 Introduction to IT

Introduction to Fundamentals of IT

Chapter 1a

9 → Note - Impact IT in our life

Add a resource... Add an activity...

10. The link to the web will appear and click it.

e-Learning ► F1039 HAIZAM ► Resources ► Note - Impact IT in our life

10 → Internet Resources

11. Your link web site will appear.

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ELECTRICITY AND ELECTRONICS

FLUID POWER

HVAC

INDUSTRIAL MAINTENANCE

INFORMATION TECHNOLOGY

Fundamentals of IT

Fundamentals of IT is the first unit in the IT program. It introduces students to the impact of computers on society, on our personal and professional lives, and on the environment. Fundamentals also discusses careers in IT, gives students the opportunity to test their IT IQ, and covers ethical and legal issues related to information technology.

Click to enlarge

Internet Resources:

Computer Ethics

Computer Ethics—This website is sponsored by the College of Business and Industry at Mississippi State University. Visit the site to access resources for further research on cyberethics.

RELATED RESOURCES

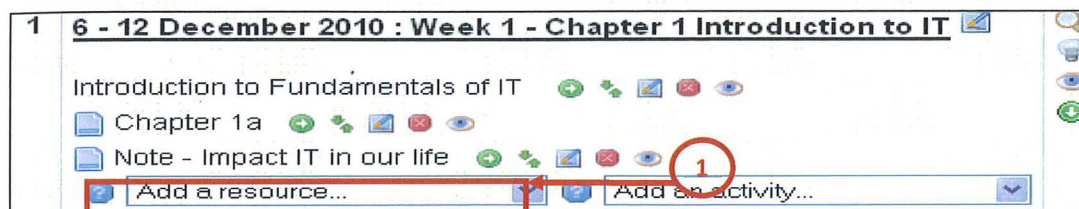
Overview

2011

Page 25

5.4. Link to a File or Website

- Add a quick link to files you have uploaded to the classroom, or add a link to other websites.
1. Click **Add a resource...** dropdown list and choose **Link a file or website** and form **Adding a new resource** will be displayed.



2. Fill out the **Name** for file or web site.
3. Add a **Summary** (optional).
4. Click **Group** dropdown list to choose the group.

e-Learning > F1039 HAIAM > Resources > Editing Resource

Adding a new Resource to topic 1

General

2 → **Name*** Link to file

Summary

3 → **How to link the page to the file**

Path: body

4 → **Group*** All

Link to a file or web site

5 → **Location** Chapter_1a_Note_Chapter_1a.docx
 Choose or upload a file ...
 Search for web page...

Window

To Show/Hide resources → Show Advanced

Window Same window

Parameters

To Show/Hide resources → Show Advanced

Common module settings

Visible Show

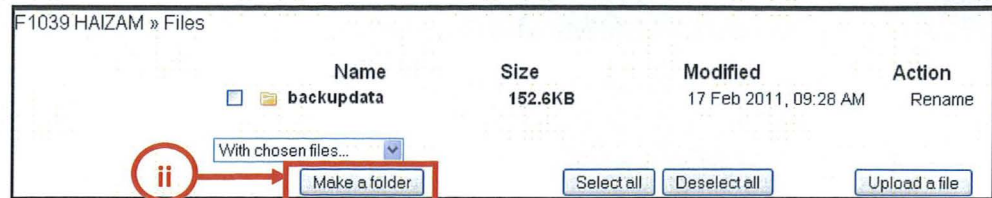
6 → Save and return to course

Save and display Cancel

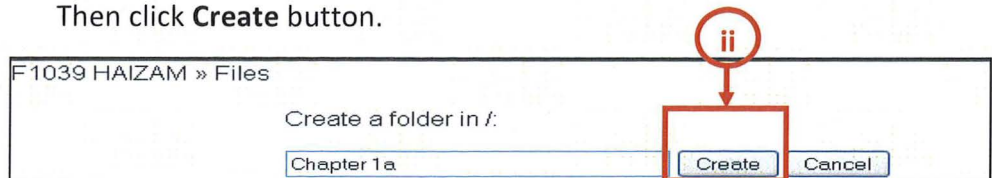
5. There are 2 ways to add a file to your files area at the **Link to a file or web site** section:

a. Choose or upload a file

- i. Click **Choose or upload a file...** button. A popup window will appear with all files in your course - able to browse the files.



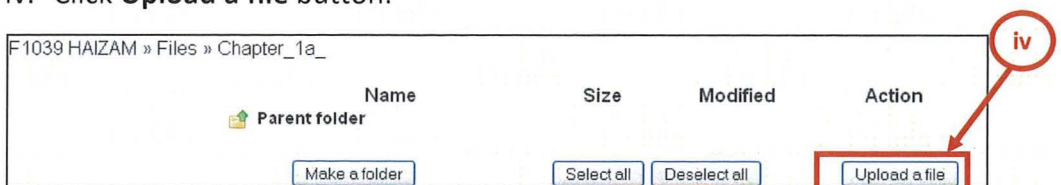
- ii. Click **Make a folder** button. Type your preferred folder name (e.g. **Chapter 1a**). Then click **Create** button.



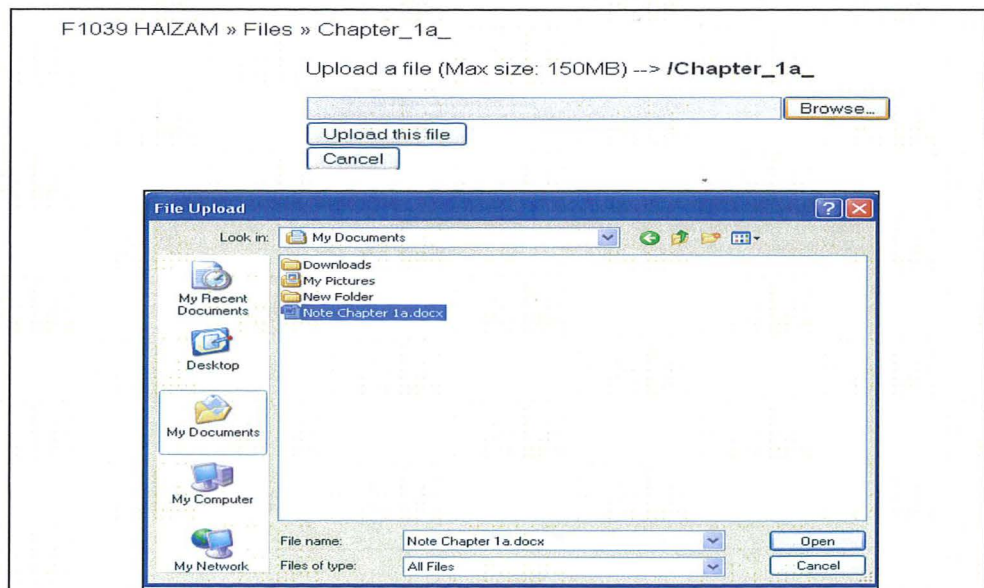
- iii. Click on the folder that you have built.



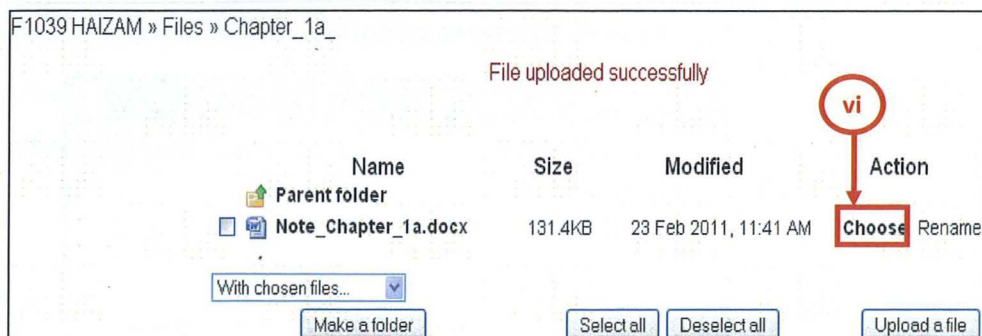
- iv. Click **Upload a file** button.



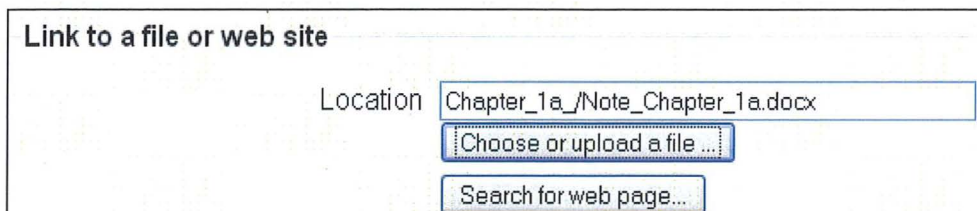
- v. Click **Browse** button to search for the file, then click **Upload this file** button.



vi. Click **Choose** at the selected file.

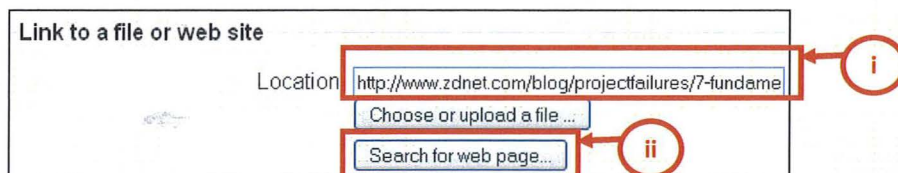


vii. The file will be displayed in the **Location**.



b. URL address

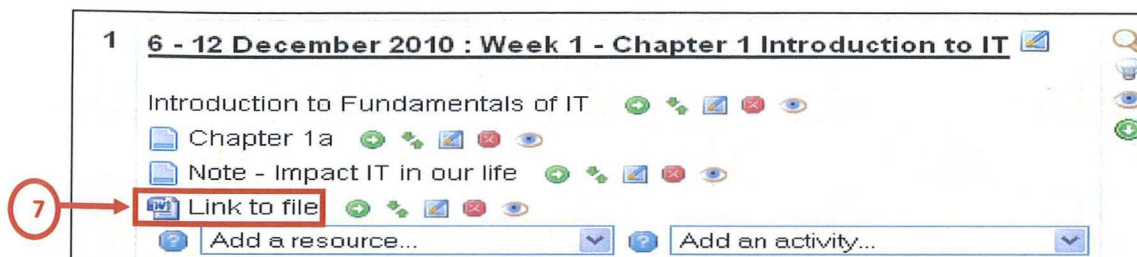
i. On the **Link to a file or website**, enter or copy-and-paste your URL address where the resource can be viewed.



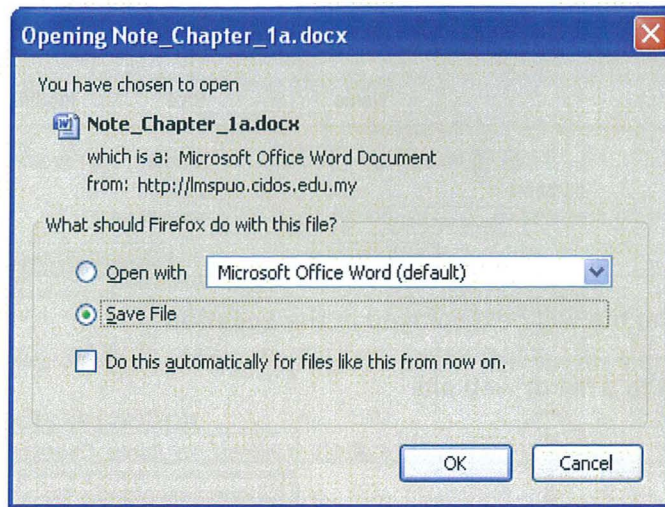
ii. Or you can click on **Search for web page** button. A popup window will appear with the Google search engine to help you search the webpage which you want to make available as a resource. Then copy-and-paste the URL in the **Location**.

6. Click **Save and return to course** button to finish.

7. Click on linked file that you have created just now.

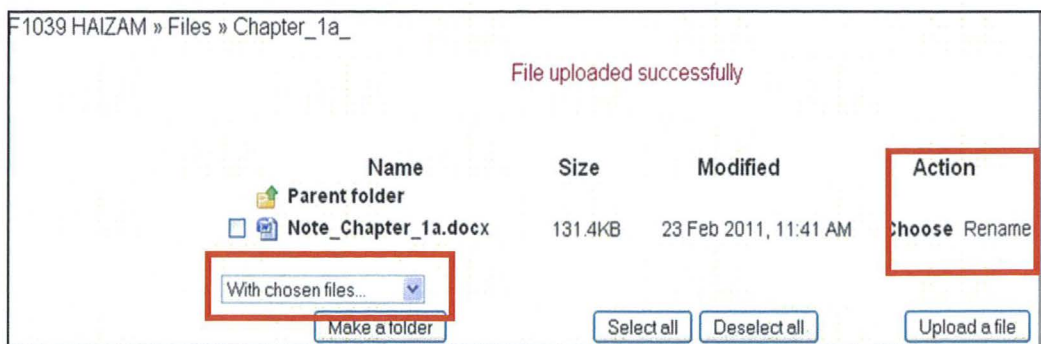


8. Window of **Opening file** will appear, you can choose to open or save the file. The student will use it to download lectures or notes.



Note: Manage a file

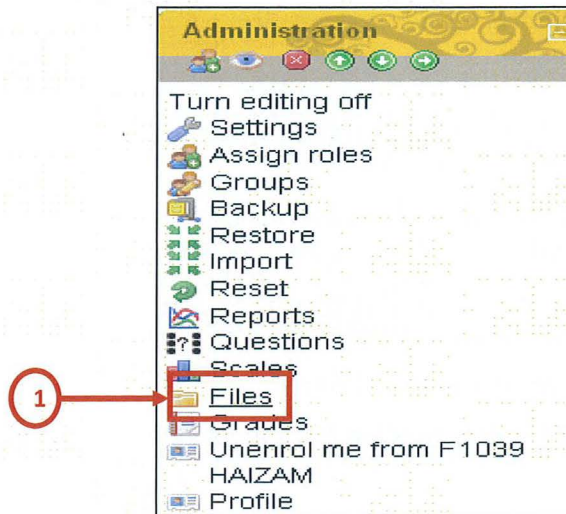
- At the **Action** task, you can **Choose**, **Edit** or **Rename** the file.
- The uploaded file can be manage by
 - i. Tick at the file you want to manage.
 - ii. Click the **With chosen files...** dropdown list, choose whether to move, delete or create a zip file.



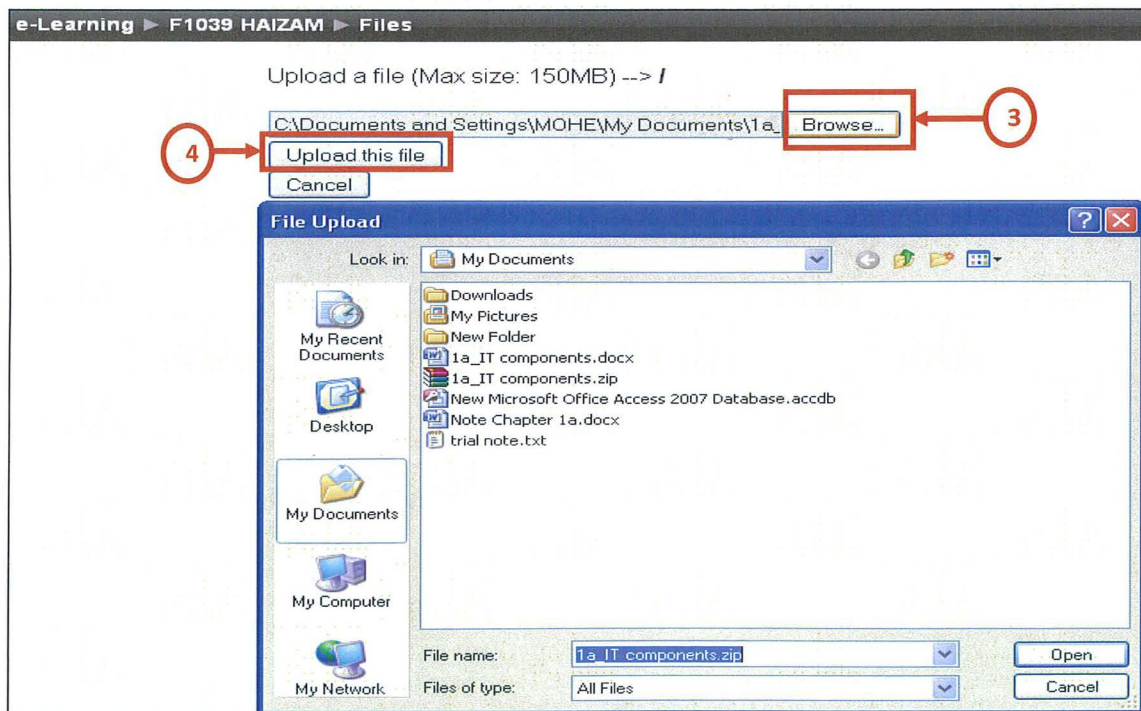
5.5. Display a Directory

- Allows student to view an entire existing directory (folder) at once. Create a directory and upload the files into it using the "Files" link in the "Administration" block. It is the great way to make many files available using just one link.

- Click on **Files**. A popup window will appear.



- Click **Upload a file** button if the files are not there. Interface for upload a file will be displayed.
- Click **Browse** button to search your files.
- Click **Upload this file** button to upload the files.



5. Files in your course will be displayed. Click on **Unzip**.

File uploaded successfully

Name	Size	Modified	Action
☐ Chapter_1a_	131.4KB	23 Feb 2011, 11:41 AM	Rename
☐ backupdata	152.6KB	17 Feb 2011, 09:28 AM	Rename
☐ 1a_IT_components.zip	110.6KB	23 Feb 2011, 12:48 PM	Unzip List Restore Rename

With chosen files...

6. Click **OK** button.

Unpacking /1a_IT_components.zip:

Name	Size	Modified	Status
1a_IT components.docx	114KB	22 February 2011, 12:45 PM	ok
New Microsoft Office Access 2007 Database.accdb	300KB	22 February 2011, 12:44 PM	ok
trial note.txt	28 bytes	22 February 2011, 12:45 PM	ok

7. The unzipped files will appear in the folder.

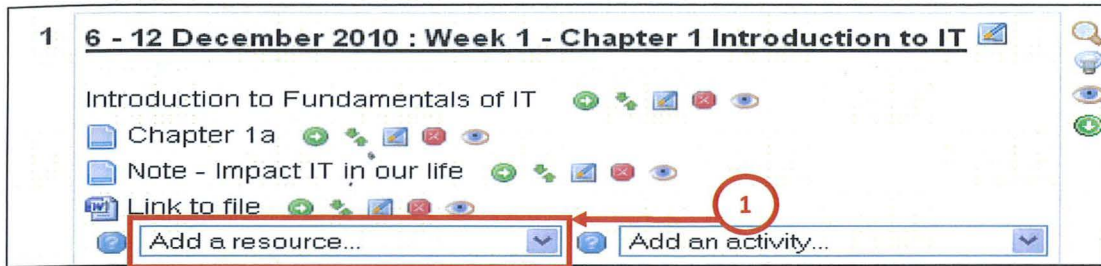
e-Learning > F1039 HAIZAM > Files

Name	Size	Modified	Action
☐ Chapter_1a_	131.4KB	23 Feb 2011, 11:41 AM	Rename
☐ backupdata	152.6KB	17 Feb 2011, 09:28 AM	Rename
☐ 1a_IT components.docx	114KB	22 Feb 2011, 12:45 PM	Rename
☐ 1a_IT_components.zip	110.6KB	23 Feb 2011, 12:48 PM	Unzip List Restore Rename
☐ New Microsoft Office Access 2007 Database.accdb	300KB	22 Feb 2011, 12:44 PM	Rename
☐ trial note.txt	28 bytes	22 Feb 2011, 12:45 PM	Edit Rename

With chosen files...

5.5.1 Adding a Directory Display

1. Click **Add a resource...** dropdown list and choose **Display a directory**.



2. Form **Adding new resource** will be displayed and fill out the directory **Name**.

e-Learning ► F1039 HAIZAM ► Resources ► Editing Resource

Adding a new Resource to topic 1

General

2 → **Name*** F1039 File Directory

Summary ?

3 → List of files in F1039 DNS1B - Puan Haizam binti Mohamad

Path: body » span

4 → **Group*** All

Display a directory

5 → **Display a directory** Main files directory

Common module settings

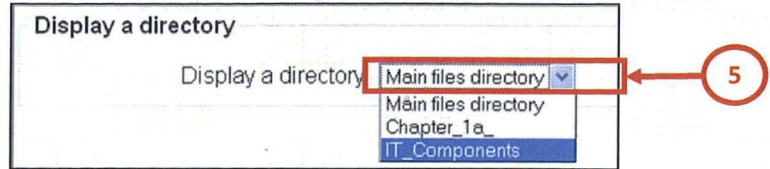
Visible Show

6 → Save and display Save and return to course Cancel

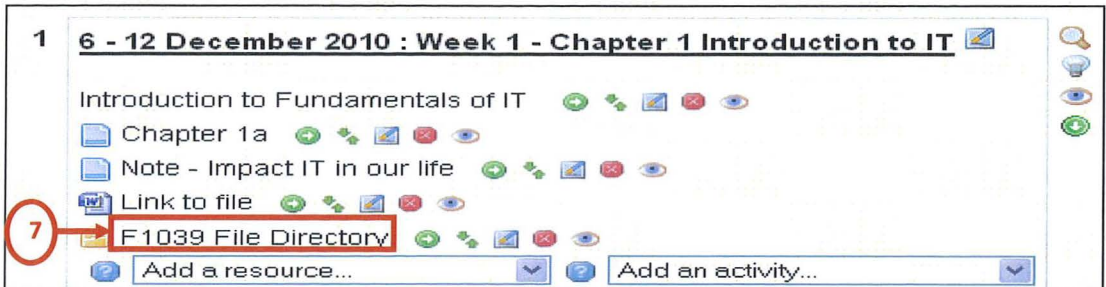
There are required fields in this form marked*

3. Add a **Summary** (optional).
4. Click on **Group** dropdown list to choose the group.

5. Select the folder you want the students to be able to browse from the drop-down. If you leave the default (**Main files directory**), students will be able to browse the entire files of the course.



6. Click on **Save and return to course** button.
7. Click on the file directory.



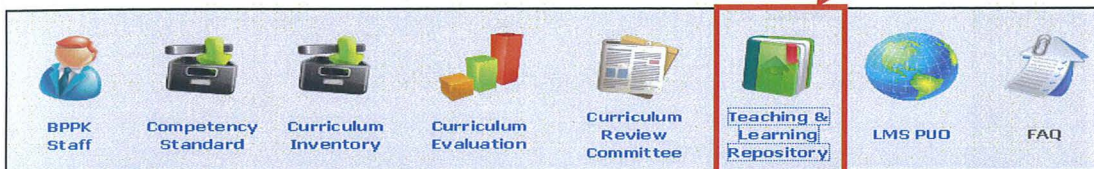
8. The list of files will appear.



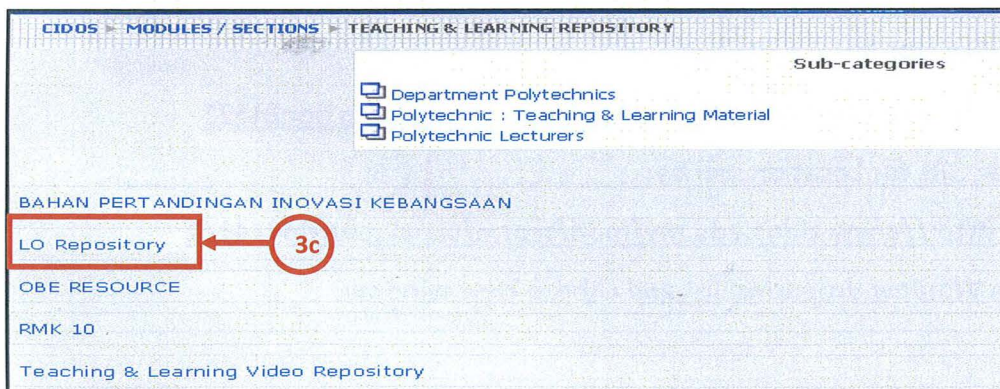
5.6. Link to CIDOS Learning Object

- There are certain interactive notes that have been provided in the CIDOS to be used by lecturer and student

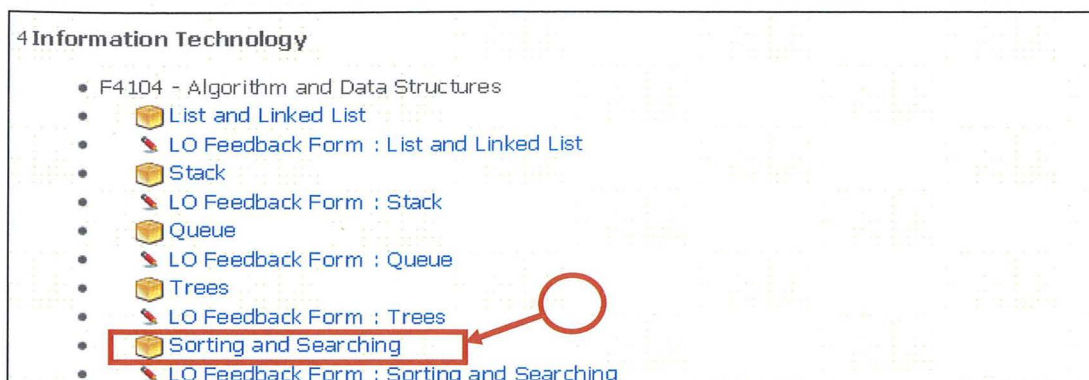
- Click on the **Add resource...** dropdown list and choose **Link to a file or website**. Form **Adding a new Resource** will be displayed (same as subtopic 5.4 Link to a file or website).
- Fill out the **Name** of learning object (e.g. Note: **Sorting and Searching**).
- To fill out the **Location** in a **Link to a file or website**, you need to copy the URL of learning object (that already exist) in CIDOS.
 - Open CIDOS in a new window by type the CIDOS URL <http://www.cidos.edu.my/>.
 - Click on **Teaching & Learning Repository**.



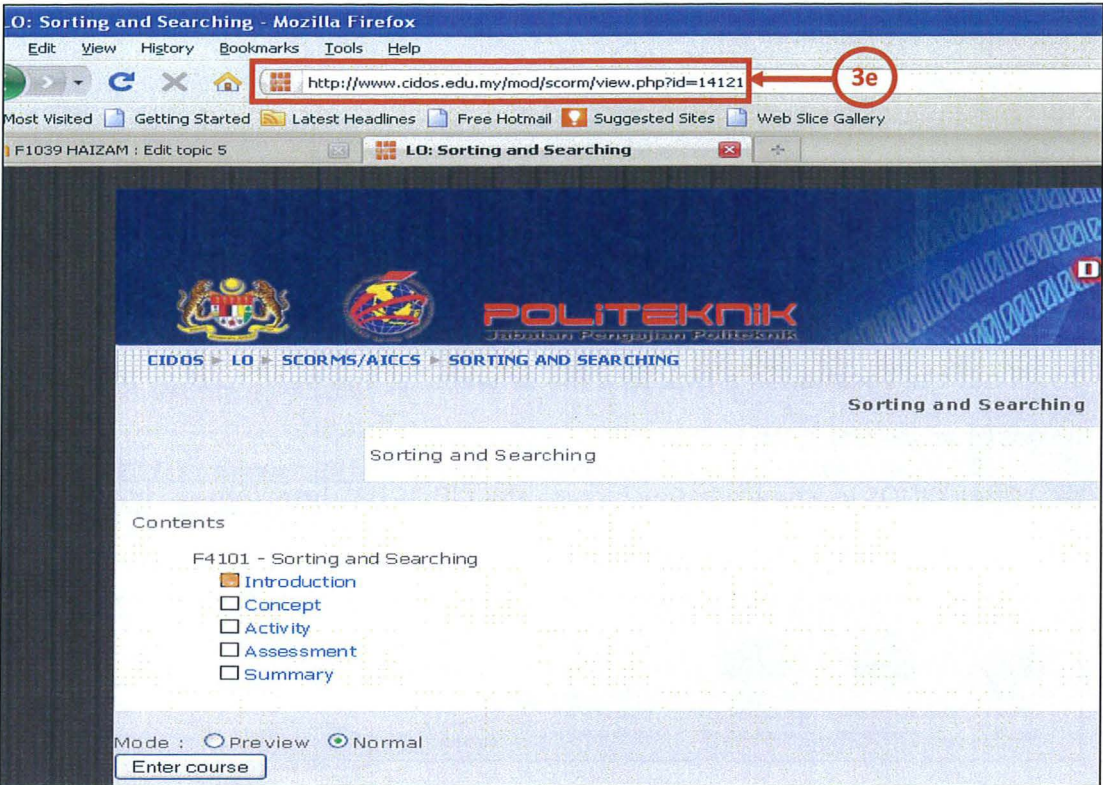
- Click on **LO Repository** link in **Modules/Sections**. List of platforms in **LO Repository** will be displayed.



- Choose any of the available learning objects (for example **Sorting and Searching**) and click it. The content of the topic will be displayed.



e. Copy the whole URL of the chosen topic.



4. Paste the URL into **Location** column at your platform.
5. You are required to change the URL from **view.php** to **view2.php** ;

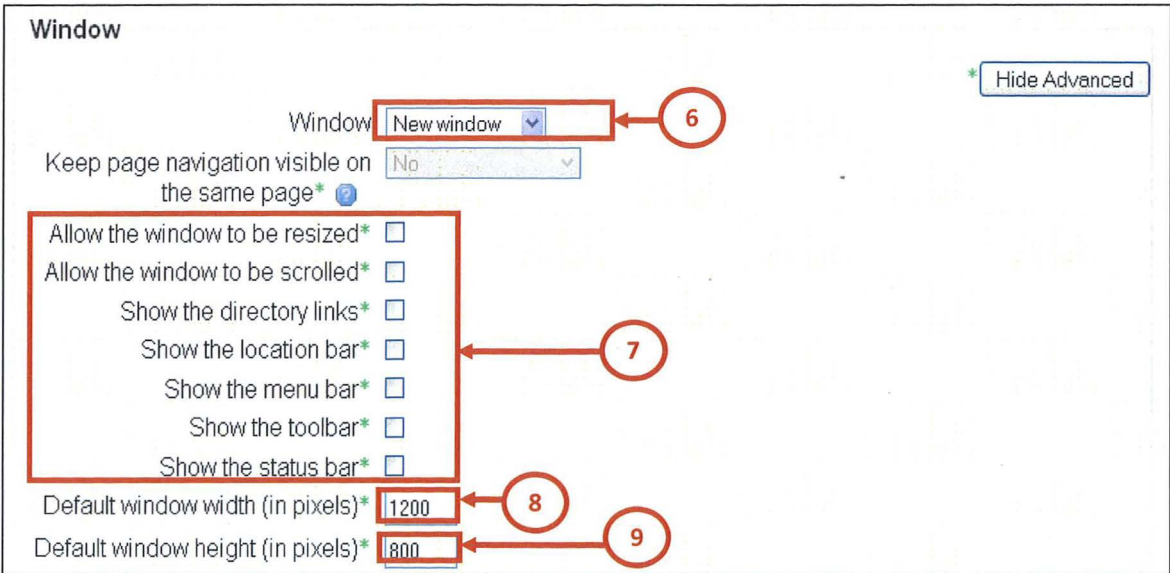
The copied URL is:

<http://www.cidos.edu.my/mod/scorm/view.php?id=14121>

The new URL for Location will be:

<http://www.cidos.edu.my/mod/scorm/view2.php?id=14121>

6. Click on **Window** dropdown list and choose **New window**.



- [e-Learning](#) ▶ [F1039 HAIZAM](#) ▶ [Resources](#) ▶ [Editing Resource](#)

Adding a new Resource to topic 1

General

Name*

Summary

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Path:

Group*

Link to a file or web site

Location

Window

Window

Parameters

Common module settings

Visible

There are required fields in this form marked*

- Downloaded from <http://ajph.org/> on November 10, 2015

6 - 12 December 2010 : Week 1 - Chapter 1 Introduction to IT

Introduction to Fundamentals of IT

Chapter 1a

Note - Impact IT in our life

Link to file

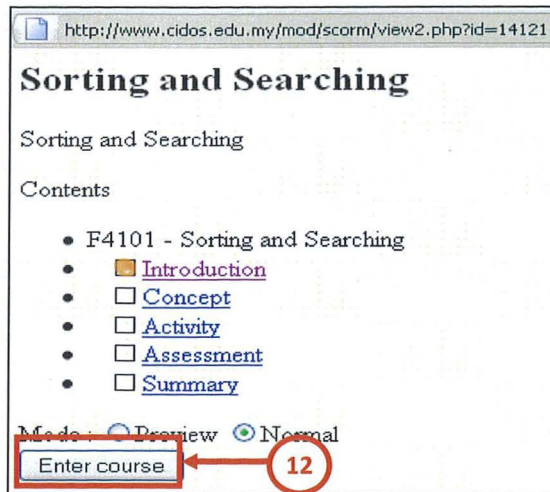
F1039 File Directory

Sorting and Searching

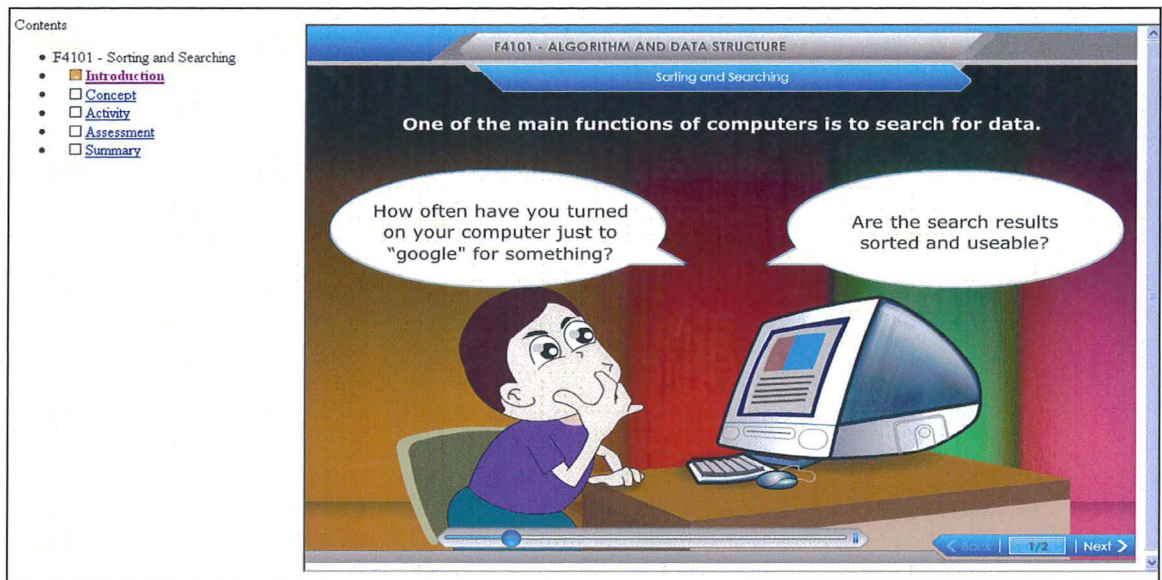
Add a resource...

Add an activity...

12. Click **Enter Course** button.



13. The content of learning object will be displayed.



Note – Adding Content:

1) Adding A Resources

- To add teaching and learning resources from internal (defined as a file that been created within CIDOS) or external (typically a file stored elsewhere on the internet, on another server or elsewhere within CIDOS) resource.

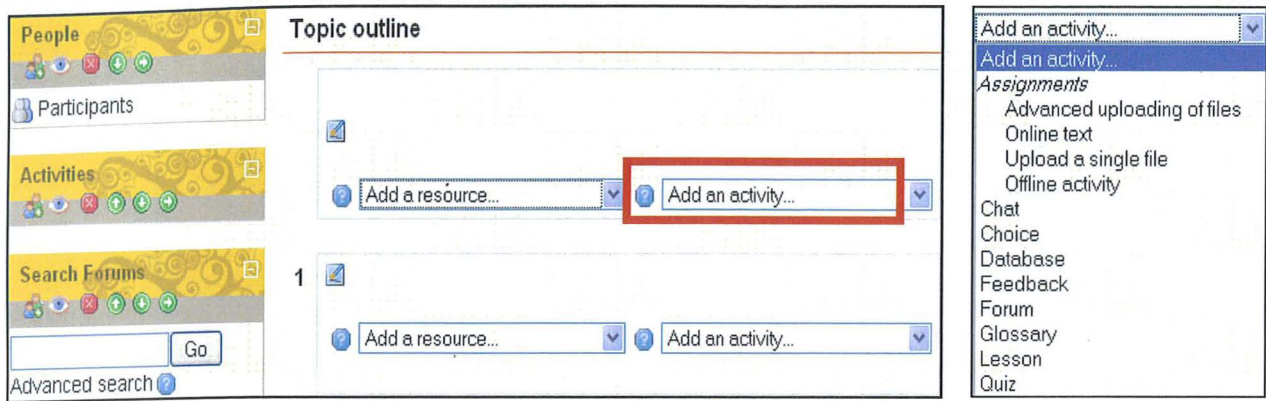
2) Adding An Activity

- Allow to add assignments, forums and more.

The difference – Activity resources are interactive, encourage and in some cases require student participation.

6. MANAGE ACTIVITY - ADD AN ACTIVITY

- This manual only covers on Assignment, Chat, Database, Feedback, Forum and Quiz.



6.1. Assignment

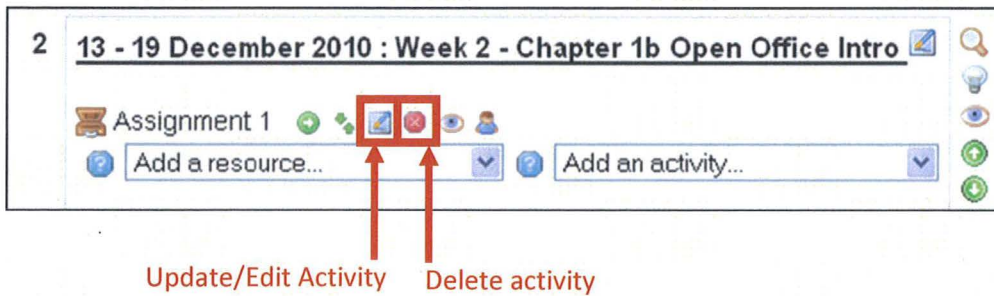
- There are **4 types** of assignment:

- 6.1.1 Multiple files.
- 6.1.2 Online text.
- 6.1.3 Offline activity.
- 6.1.4 Single file.

NOTE:

i. UPDATING AN ACTIVITY

- Click on  icon on your platform. Form **Updating** will be displayed.



- Edit the activity and click **Save and return to course** button to finish.

ii. DELETE AN ACTIVITY

- Click on  icon. A confirmation message will be displayed.
- Click on **Yes** button to delete the activity.

6.1.1 Advanced Uploading of Files

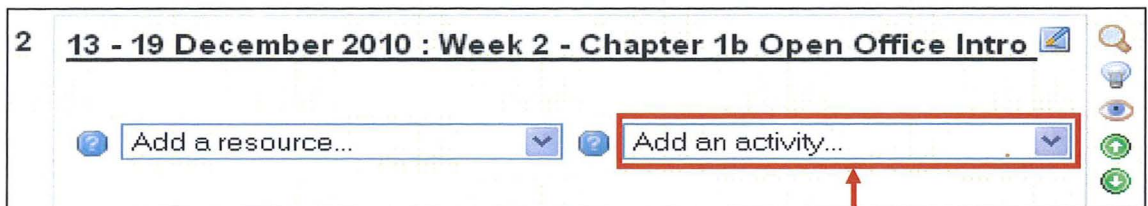
This type of assignment;

- Allows each student to **upload one or more files** in any format.
- Allows lecturers to send files back to students as a submissions response.

Example: A typical way to use this would be to edit the student's submitted file by adding comments and/or corrections, and then returning this file back to the student via the assignment. When a student clicks on the assignment, files sent to him or her appear as a list of Response files.

- Response files can be uploaded before submission which can be used to give each student a different file to work with.
- Submission of assignments must be manually finalized by the student.
- Lecturers can review the current status at any time; unfinished assignments are marked as Draft.

1. Click on the **Add an activity...** dropdown list and choose **Assignments > Advanced uploading of files**. Form **Adding a new Assignment** will be displayed.



2. Fill out the **Assignment name**.
3. Write a **Description** for the assignment.
4. Click on **Group** dropdown list and choose the group of students that can access it.
5. Define the **Grade** type and the **Available** and **Due date** for submission.
6. Click the dropdown list then choose **Yes** or **No** for **Prevent late submissions**.
7. Click the dropdown list then choose the **maximum size** for uploading files.
8. Click on **Save and return to course** button.

e-Learning > F1039 HAIZAM > Assignments > Editing Assignment

Adding a new Assignment to topic 2

General

2 → **Assignment name*** Assignment1
Description*

3 → **Assignment 1:** Instruction
Explain the THREE levels of PC connections to the internet

4 → **Group*** All
Grade 100

5 → **Available from** 21 February 2011 08:00 ☐ Disable
Due date 4 March 2011 17:00 ☐ Disable
Prevent late submissions No

6 →

Advanced uploading of files

7 → **Maximum size** 20MB

Allow deleting Yes

Maximum number of uploaded files 3

Allow notes No

Hide description before available date No

Email alerts to lecturers No

Common module settings

Group mode No groups

Visible Show

8 →

Save and display Save and return to course Cancel

There are required fields in this form marked*

9. Click on the **Assignment 1**.

2 13 - 19 December 2010 : Week 2 - Chapter 1b Open Office Intro

9 → Assignment 1

Add a resource... Add an activity...

10. The assignment is look like below.

LECTURER VIEW:

e-Learning > F1039 HAIZAM > Assignments > Assignment 1

Update this Assignment

Jump to...

View 0 submitted assignments

Assignment 1: Instruction

Explain the THREE levels of PC connections to the internet

Available from: Monday, 21 February 2011, 08:00 AM
Due date: Friday, 4 March 2011, 05:00 PM

STUDENT VIEW:

e-Learning > F1039 HAIZAM > Assignments > Assignment 1

Jump to...

Assignment 1: Instruction

Explain the THREE levels of PC connections to the internet

Available from: Monday, 21 February 2011, 08:00 AM
Due date: Friday, 4 March 2011, 05:00 PM

No files submitted yet

Submission draft

Upload a file (Max size: 20MB)

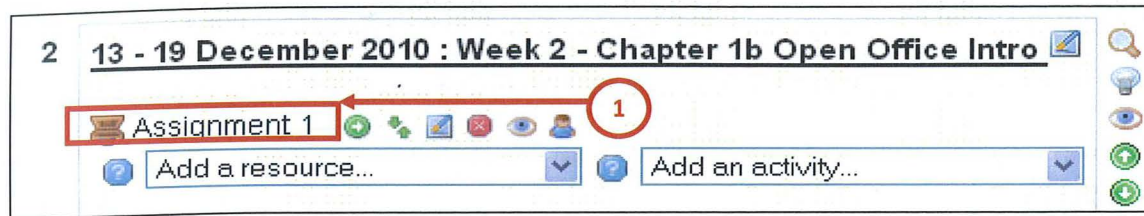
Browse...

Upload this file

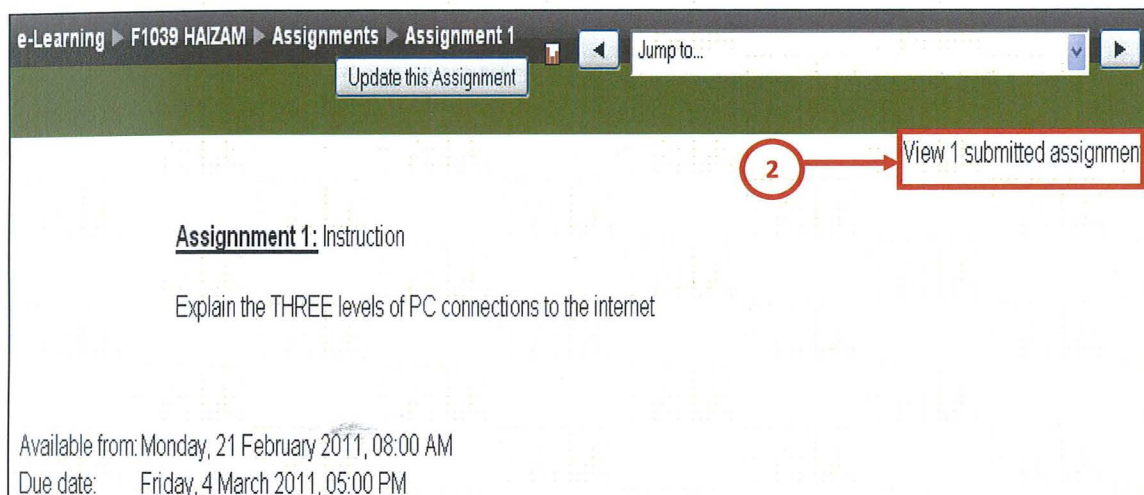
6.1.2 Review Assignment - Advance Uploading of Files

- The submitted assignment can be review, give a comment and grading them.

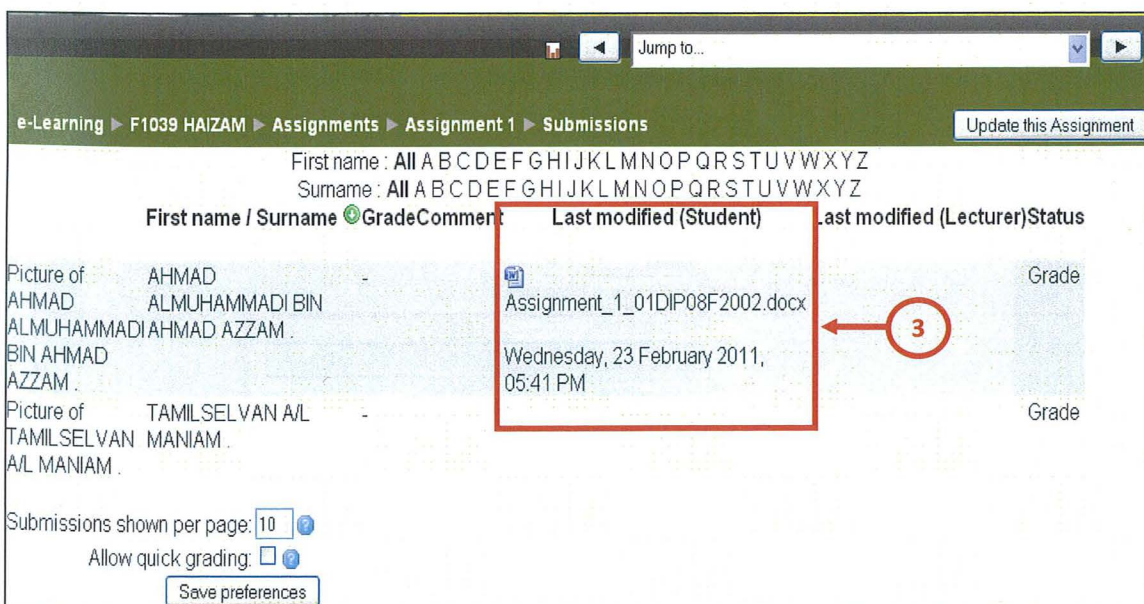
1. Click on **Assignment 1**.



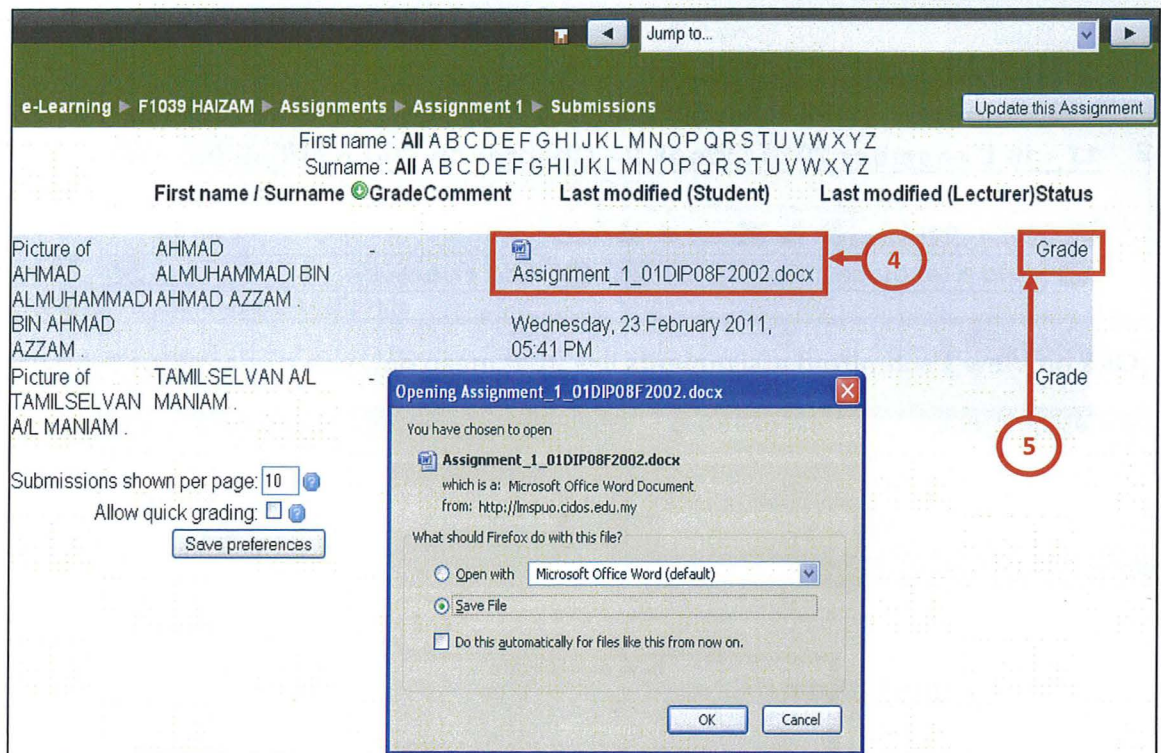
2. Click on **View 1 submitted assignments** link, that mean only one student have submitted the assignment.



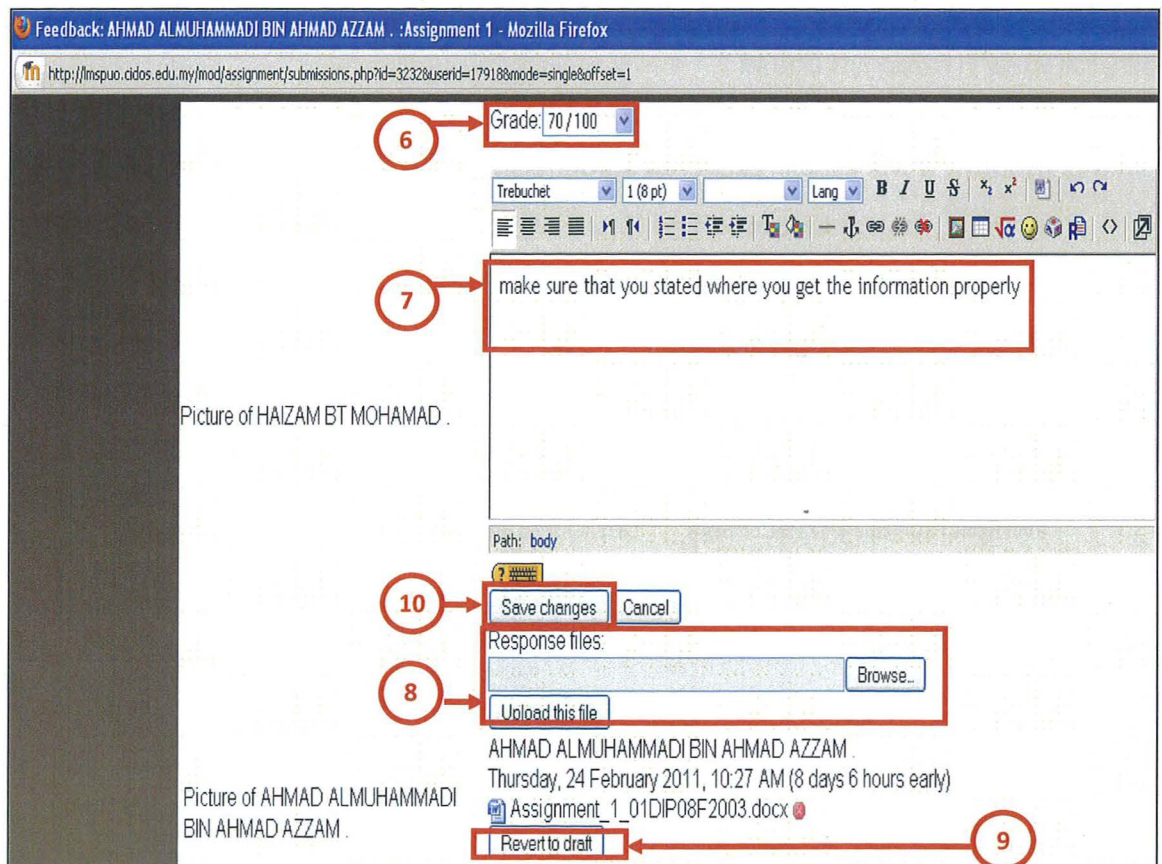
3. In this window, it will list all registered students in your course. To view who have submitted the assignment, look at **Last modified (Student)** column. The submitted file is a Word document so it will show the Word icon and **.doc/.docx** as the file extension.



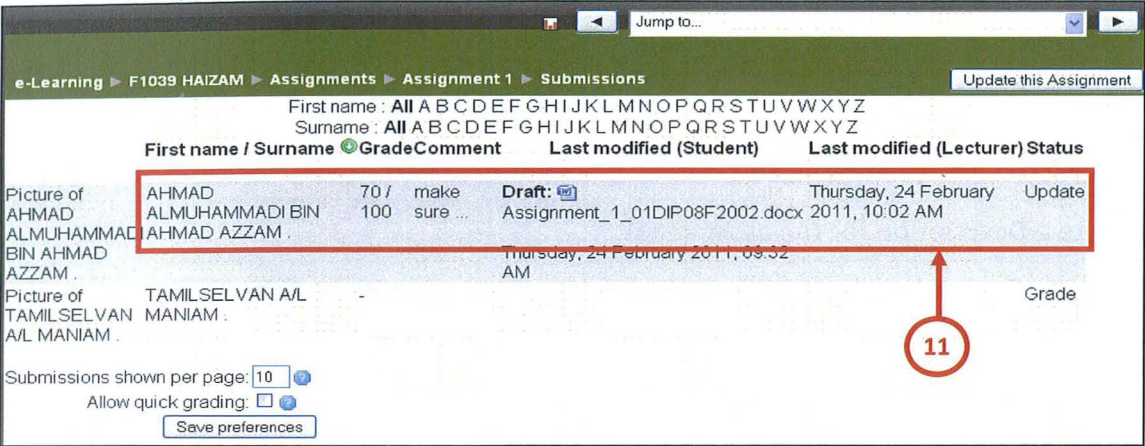
4. Click on the file and choose whether to open or save it at the **Opening** message box.
5. To grade the checked file, click at **Grade** link under the **Status** column.



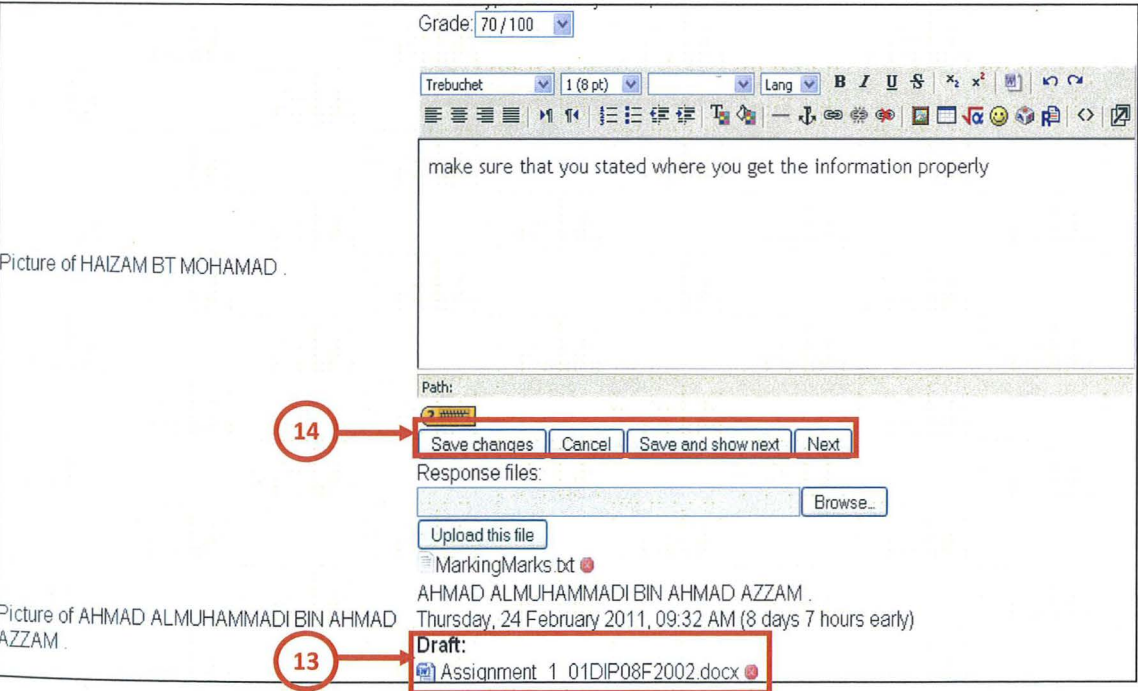
6. Click at **Grade** dropdown list and choose the appropriate grade for the assignment.



- 7. If there any comment, write down at the text box.
- 8. **Response files** – if you want to give a different file for each student to work out or it can be a marking scheme together with the assignment. Click **Browse** button to search the file then click **Upload this file** button.
- 9. If the student sent unfinished file or you want them to edit and resubmit the assignment, click **Revert to draft** button. The assignment will mark as a draft.
- 10. Click **Save changes** button to finish giving a feedback. (**Cancel** - go to the previous page).
- 11. **Status** will change to **Update**. **Grade** and **Comment** also changed.

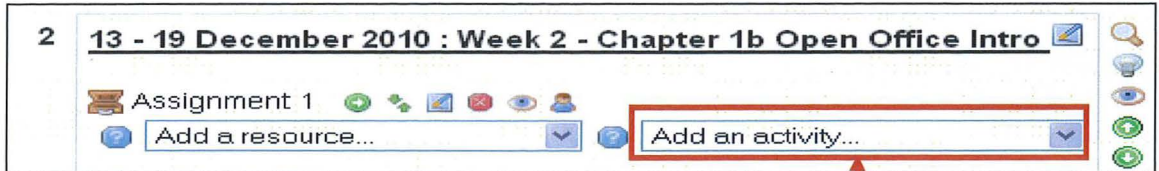


- 12. Click **Update** if you want to edit/update the feedback.
- 13. The draft file/attachment can be deleting by click the  icon.
- 14. Click **Save changes** button (**Save and show next**: save the current feedback and move to the next assignment and **Next** – go to next student's assignment).



6.2.1 Online Text

- This assignment type asks students to edit a text, using the normal editing tools. Lecturers can grade them online, and even add inline comments or changes. The student can write directly on the CIDOS platform.
1. Click on **Add an activity** dropdown list and choose **Assignments > Online text**. Form to add a new assignment will be displayed.



2. Fill out the **Assignment name** field.
3. Write a **Description** for the assignment.
4. Click on **Group** dropdown list and choose the group of students that can access it.
5. Define the **Grade** type and the **Available** and **Due date** for submission.
6. Click **Prevent late submissions** dropdown list then choose **Yes** or **No**.
7. Click **Save and return to course** button to finish.

Adding a new Assignment to topic 2

General

Assignment name* Assignment 2

Description*

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Icons]

Assignment 2: Instruction

Identify and explain various application software for personal computing

Path: body

Group* All

Grade 100

Available from 23 February 2011 16 00 [Disable]

Due date 2 March 2011 16 00 [Disable]

Prevent late submissions No

Online text

Allow resubmitting No

Email alerts to lecturers No

Comment inline No

Common module settings

Group mode No groups

Visible Show

Save and display

Save and return to course

Cancel

There are required fields in this form marked*.

8. Click at Assignment 2.

2

13 - 19 December 2010 : Week 2 - Chapter 1b Open Office Intro

Assignment 1

Assignment 2

Add a resource...

Add an activity...

8

9. The assignment will look like below.

LECTURER VIEW

e-Learning > F1039 HAIZAM > Assignments > Assignment 2

Update this Assignment

Jump to...

View 0 submitted assignments

Assignment 2: Instruction

Identify and explain various application software for personal computing

Available from: Wednesday, 23 February 2011, 04:00 PM
Due date: Wednesday, 2 March 2011, 04:00 PM

STUDENT VIEW

e-Learning > F1039 HAIZAM > Assignments > Assignment 2

Jump to...

Assignment 2: Instruction

Identify and explain various application software for personal computing

Available from: Wednesday, 23 February 2011, 04:00 PM
Due date: Wednesday, 2 March 2011, 04:00 PM

You have not submitted anything yet

Edit my submission

Click here to proceed

e-Learning > F1039 HAIZAM > Assignments > Assignment 2 > Edit my submission

Assignment 2: Instruction

Identify and explain various application software for personal computing

Available from: Wednesday, 23 February 2011, 04:00 PM
Due date: Wednesday, 2 March 2011, 04:00 PM

Submission

Trebuchet 1 (8 pt) Lang

B I U S x₂ x²

Path:

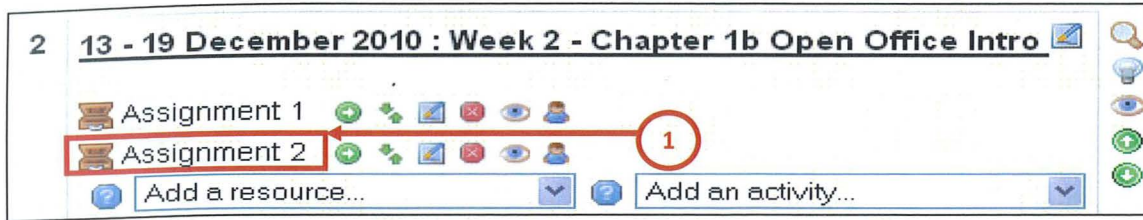
Format HTML format

Save changes Cancel

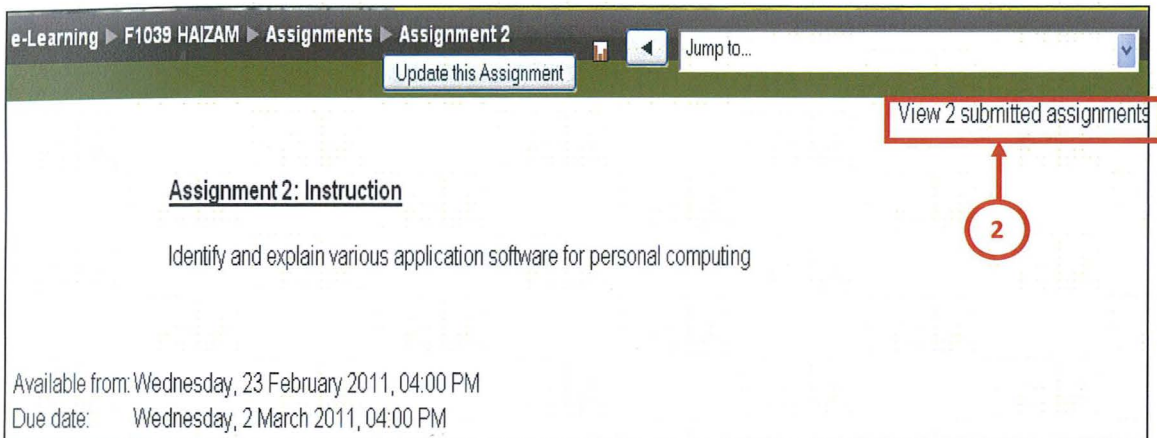
6.2.2 Review Assignment – Online Text

- The submitted assignment can be review, give a comment and grading them.

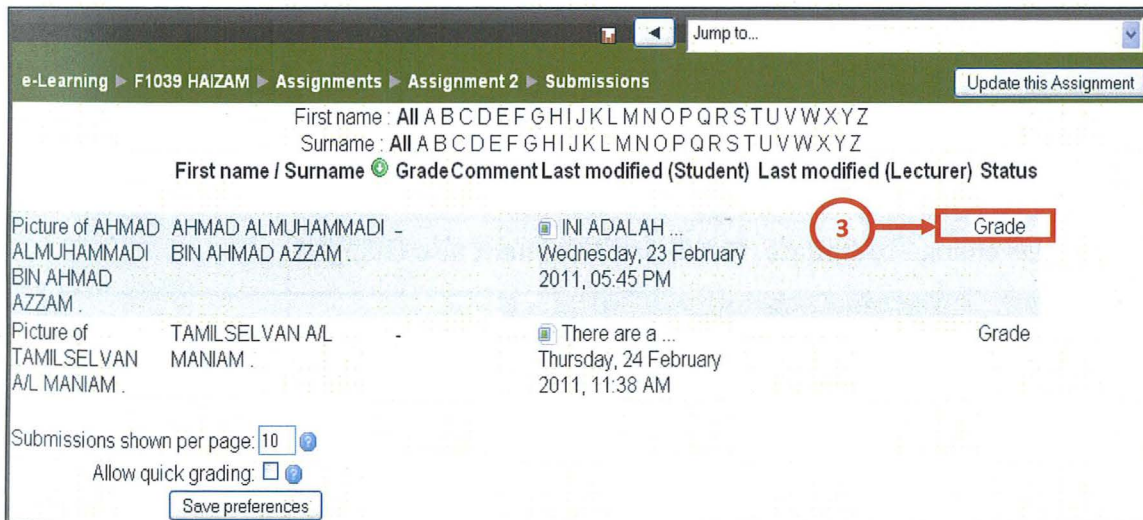
- Click at **Assignment 2**.



- Click on the **View 2 submitted assignments**.



- To view/mark the assignment, click **Grade** under the **Status** column.



4. Select the grade at **Grade** dropdown list depend on the written assignment that appeared on the same page.
5. Write a comment.
6. Click **Save changes** button.

Feedback: AHMAD ALMUHAMMADI BIN AHMAD AZZAM : Assignment 2 - Mozilla Firefox

http://inspuo.cidos.edu.my/mod/assignment/submissions.php?id=3235&userid=17918&mode=single&offset=1

4 → Grade: 90/100

5 → good..keep the good work!

6 → Save changes Cancel

Picture of HAZAM BT MOHAMAD .

Picture of AHMAD ALMUHAMMADI BIN AHMAD AZZAM .

Written assignment →

INI ADALAH TUGASAN 2 SAYA, MINTA PUAN CHECK UNTUK PENGUMPULAN MARKAH PB, TQ

Documents and Settings\All Users\Documents\My Pictures\Sample Pictures\Winter.jpg

01DIP08F2002 - AL MUHAMMADI

7. Status will change to **Update**. Grade and **Comment** also changed.

e-Learning ► F1039 HAZAM ► Assignments ► Assignment 2 ► Submissions

Update this Assignment

First name : All 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

Surname : All 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

Picture of	First name / Surname	Grade	Comment	Last modified (Student)	Last modified (Lecturer)	Status
Picture of AHMAD ALMUHAMMADI BIN AHMAD AZZAM .	AHMAD ALMUHAMMADI BIN AHMAD AZZAM .	90 / 100	good..keep INI ADALAH ...	Thursday, 24 February 2011, 05:45 PM	Thursday, 24 February 2011, 12:02 PM	Update
Picture of TAMILSELVAN A/L MANIAM .	TAMILSELVAN A/L MANIAM .	-	There are a ...	Thursday, 24 February 2011, 11:38 AM		Grade

Submissions shown per page: 10

Allow quick grading: ☐

Save preferences

8. Click **Update** to edit/update feedback to edit the form.

- Allow each student to upload a single file, of any type (**upload only one file** at one time). This might be a Word document or an image, a zipped file or anything you ask them to submit.

- 2 13 - 19 December 2010 : Week 2 - Chapter 1b Open Office Intro
- Assignment 1
- Assignment 2
- Add a resource...
- Add an activity...

-
- Adding a new Assignment to topic 2**
- General**
- Assignment name*
- Description*
- Path:
- Group*
- Grade
- Available from ☐ Disable
- Due date ☐ Disable
- Prevent late submissions
- Upload a single file**
- Allow resubmitting
- Email alerts to lecturers
- Maximum size
- Common module settings**
- Group mode
- Visible
-
- There are required fields in this form marked*

10. The assignment will look like below.

LECTURER VIEW

e-Learning > F1039 HAZAM > Assignments > Assignment 3

Update this Assignment

Jump to...

View 1 submitted assignment

Instruction: Explain step by step how to upload a single file

Available from: Thursday, 24 February 2011, 12:00 PM
Due date: Monday, 7 March 2011, 12:00 PM

STUDENT VIEW

e-Learning > F1039 HAZAM > Assignments > Assignment 3

Jump to...

Instruction: Explain step by step how to upload a single file

Available from: Thursday, 24 February 2011, 12:00 PM
Due date: Monday, 7 March 2011, 12:00 PM

Upload a file (Max size: 20MB)

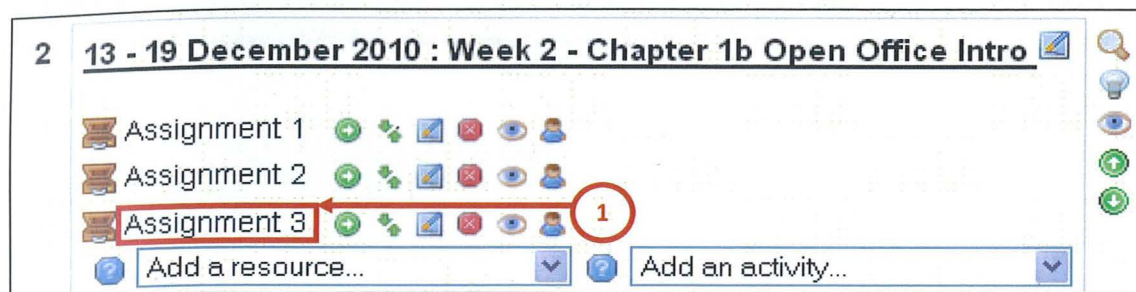
Upload this file

Browse...

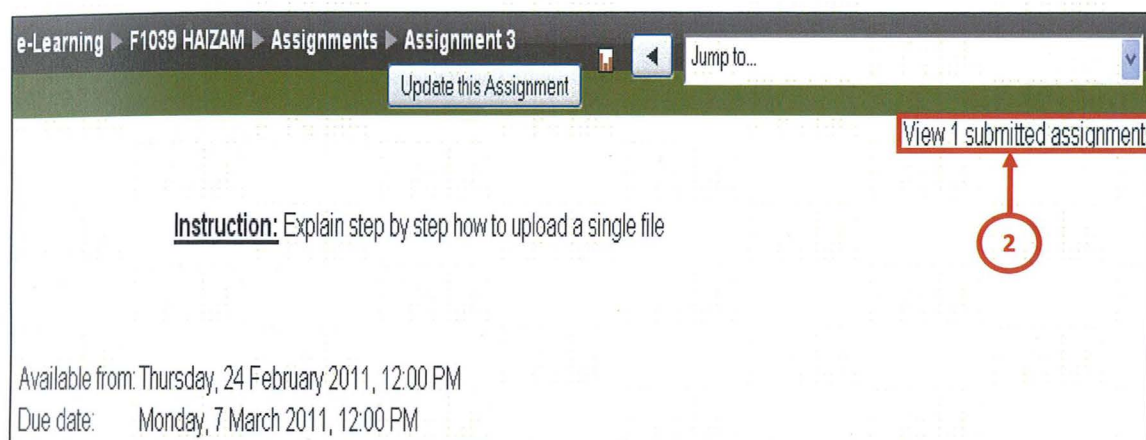
6.3.2 Review Assignment – Upload a Single File

- The submitted assignment can be review, give a comment and grading them.

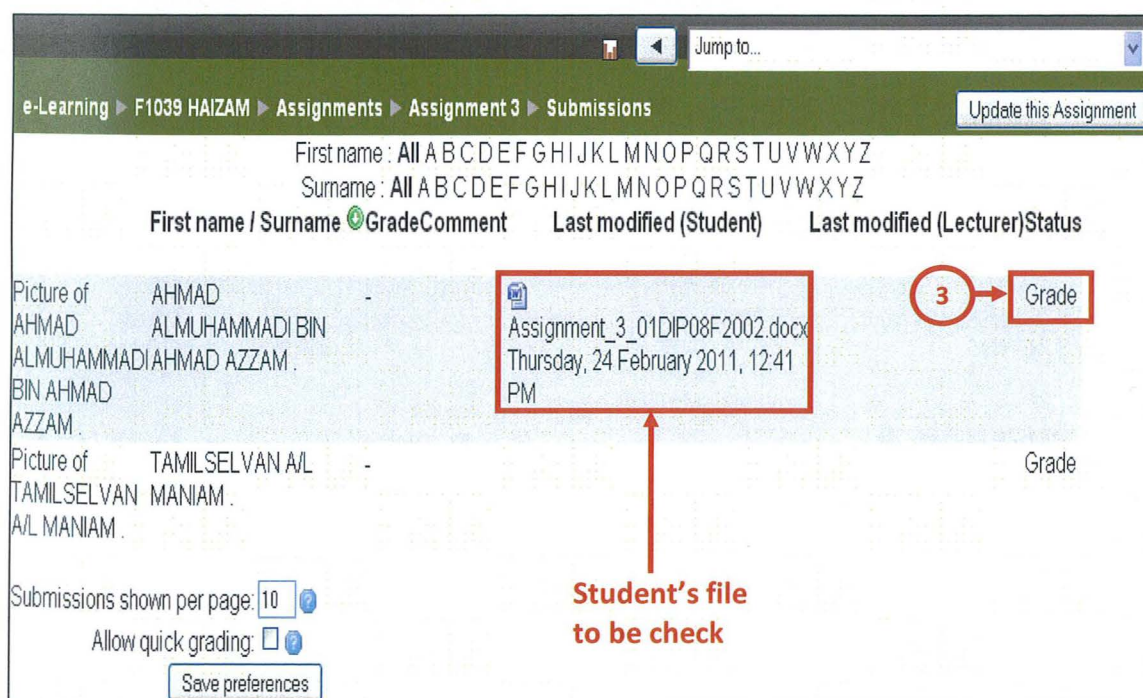
1. Click on **Assignment 3**.



2. Click on **View 1 submitted assignments**.



3. Click **Grade** to mark.



4. Select the appropriate **Grade** and **Comment**.
5. Click **Save changes** button.

Feedback: AHMAD ALMUHAMMADI BIN AHMAD AZZAM . : Assignment 3 - Mozilla Firefox

http://inspuo.cidos.edu.my/mod/assignment/submissions.php?id=3236&userid=17917&mode=single&offset=0

Grade: 80/100

good but please give more explanation on specific topic next time

Picture of HAZAM BT MOHAMAD .

Path: body

Save changes Cancel Save and show next Next

Picture of AHMAD ALMUHAMMADI BIN AHMAD AZZAM .

AHMAD ALMUHAMMADI BIN AHMAD AZZAM .

Thursday, 24 February 2011, 12:41 PM (10 days 23 hours early)

Assignment_3_01DIP08F2002.docx

6. Click **Update** to edit/update the feedback to edit the form.

e-Learning ► F1039 HAZAM ► Assignments ► Assignment 3 ► Submissions

Update this Assignment

First name : All ABCDEFGHIJKLMNOPQRSTUVWXYZ

Surname : All ABCDEFGHIJKLMNOPQRSTUVWXYZ

First name / Surname	Grade	Comment	Last modified (Student)	Last modified (Lecturer)	Status
Picture of AHMAD ALMUHAMMADI BIN AHMAD AZZAM .	80 / 100	good but	Assignment_3_01DIP08F2002.docx	Thursday, 24 February 2011, 01:01 PM	Update
Picture of TAMILSELVAN A/L MANIAM .	-		Thursday, 24 February 2011, 12:41 PM		

Submissions shown per page: 10

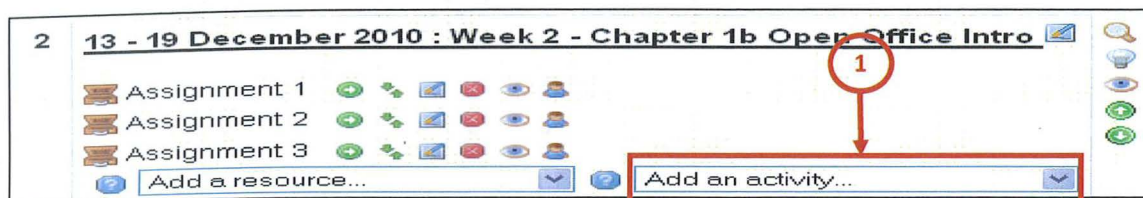
Allow quick grading: ☐

Save preferences

6.4.1 Offline Activity

This is useful when the assignment is performed outside of the system. It could be something elsewhere on the web or face-to-face. Students can see a description of the assignment, but can't upload files or anything. Grading works normally and students will get notifications of their grades.

1. Click on **Add an activity...** dropdown list and choose **Assignments > Offline activity**.



2. Form **Adding a new Assignment** will be displayed.
3. Fill out the **Assignment name** field.
4. Write a **Description** for the assignment.
5. Click on **Group** dropdown list and choose the group of students that can access it.
6. Define the **Grade** type and the **Available** and **Due date** for submission.
7. Click **Prevent late submissions** dropdown list to choose **Yes** or **No**.
8. Click on **Save and return to course** button.

e-Learning ► F1039 HAIZAM ► Assignments ► Editing Assignment

Adding a new Assignment to topic 2

General

Assignment name*

Description*

Instruction: Describe how offline activity will help you in manage your course page.

Path: body

Group*

Grade

Available from ☐ Disable

Due date ☐ Disable

Prevent late submissions

Offline activity

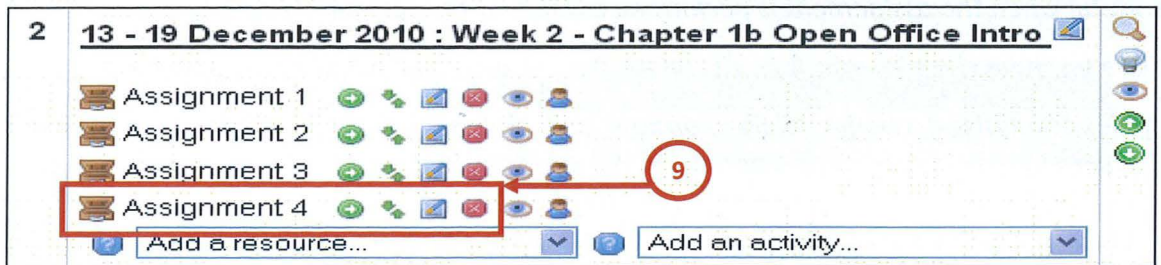
Common module settings

Group mode

Visible

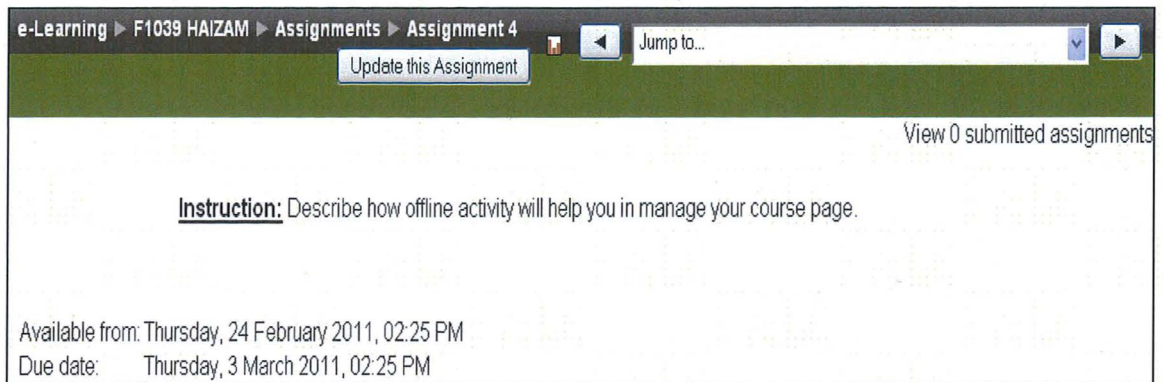
There are required fields in this form marked*

9. Click at **Assignment 4**.

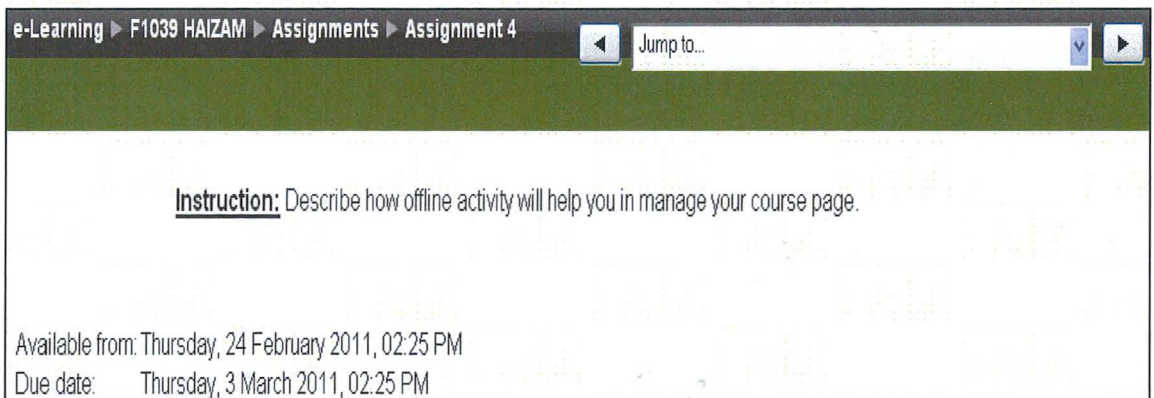


10. The assignment will look like below.

LECTURER VIEW



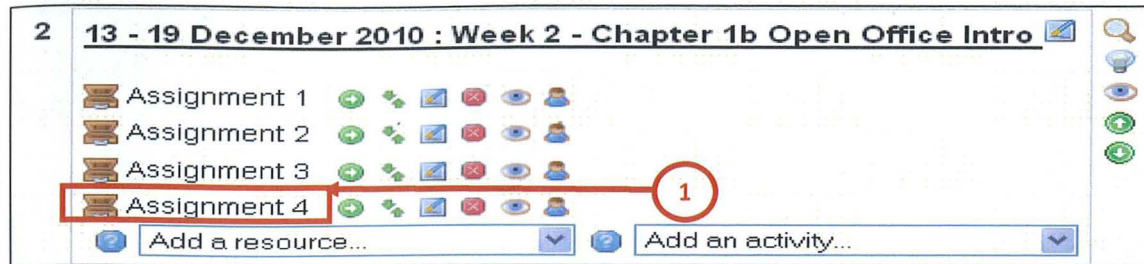
STUDENT VIEW



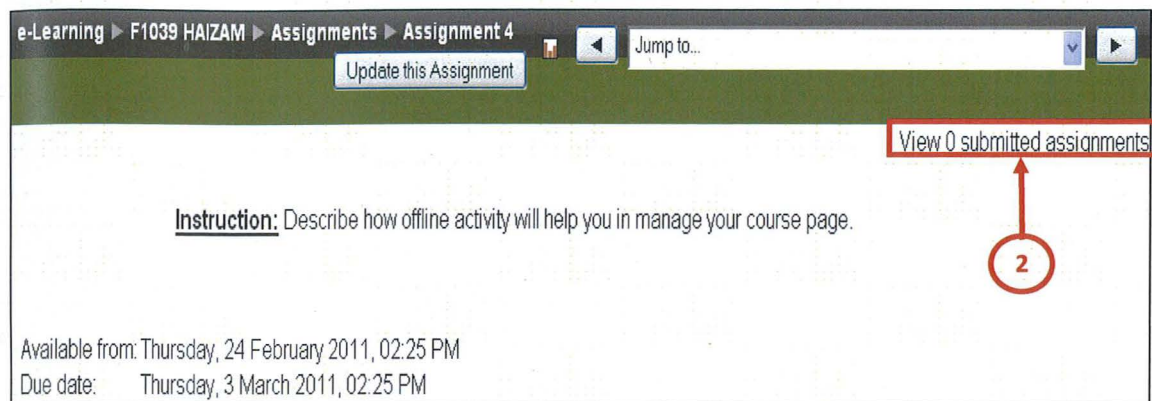
6.4.2 Review Assignment – Offline Activity

- The submitted assignment can be review, give a comment and grading them.

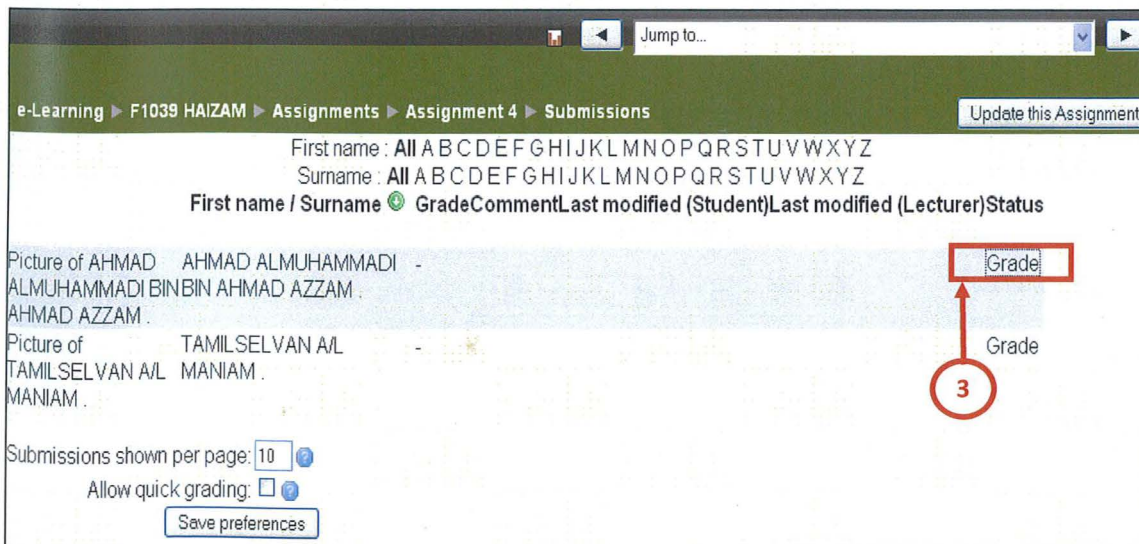
1. Click on **Assignment 4**.



2. Click on the **View 0 submitted assignments**.



3. Click **Grade** to give a mark. There are no attachments or online assignment because this activity is handled outside without online activity. So the lecturer just gives a grade and comment on what they were doing before.



4. Select a **Grade** and give a **Comment**. Then click **Save changes** button.

Feedback: AHMAD ALMUHAMMADI BIN AHMAD AZZAM : Assignment 4 - Mozilla Firefox

http://lmspuo.cidos.edu.my/mod/assignment/submissions.php?id=3239&userid=17917&mode=single&offset=0

Grade: 95/100

Trebuchet 1 (8 pt) Lang B I U S x² x³ x⁴ x⁵ x⁶ x⁷ x⁸ x⁹ x¹⁰ x¹¹ x¹² x¹³ x¹⁴ x¹⁵ x¹⁶ x¹⁷ x¹⁸ x¹⁹ x²⁰ x²¹ x²² x²³ x²⁴ x²⁵ x²⁶ x²⁷ x²⁸ x²⁹ x³⁰ x³¹ x³² x³³ x³⁴ x³⁵ x³⁶ x³⁷ x³⁸ x³⁹ x⁴⁰ x⁴¹ x⁴² x⁴³ x⁴⁴ x⁴⁵ x⁴⁶ x⁴⁷ x⁴⁸ x⁴⁹ x⁵⁰ x⁵¹ x⁵² x⁵³ x⁵⁴ x⁵⁵ x⁵⁶ x⁵⁷ x⁵⁸ x⁵⁹ x⁶⁰ x⁶¹ x⁶² x⁶³ x⁶⁴ x⁶⁵ x⁶⁶ x⁶⁷ x⁶⁸ x⁶⁹ x⁷⁰ x⁷¹ x⁷² x⁷³ x⁷⁴ x⁷⁵ x⁷⁶ x⁷⁷ x⁷⁸ x⁷⁹ x⁸⁰ x⁸¹ x⁸² x⁸³ x⁸⁴ x⁸⁵ x⁸⁶ x⁸⁷ x⁸⁸ x⁸⁹ x⁹⁰ x⁹¹ x⁹² x⁹³ x⁹⁴ x⁹⁵ x⁹⁶ x⁹⁷ x⁹⁸ x⁹⁹ x¹⁰⁰ x¹⁰¹ x¹⁰² x¹⁰³ x¹⁰⁴ x¹⁰⁵ x¹⁰⁶ x¹⁰⁷ x¹⁰⁸ x¹⁰⁹ x¹¹⁰ x¹¹¹ x¹¹² x¹¹³ x¹¹⁴ x¹¹⁵ x¹¹⁶ x¹¹⁷ x¹¹⁸ x¹¹⁹ x¹²⁰ x¹²¹ x¹²² x¹²³ x¹²⁴ x¹²⁵ x¹²⁶ x¹²⁷ x¹²⁸ x¹²⁹ x¹³⁰ x¹³¹ x¹³² x¹³³ x¹³⁴ x¹³⁵ x¹³⁶ x¹³⁷ x¹³⁸ x¹³⁹ x¹⁴⁰ x¹⁴¹ x¹⁴² x¹⁴³ x¹⁴⁴ x¹⁴⁵ x¹⁴⁶ x¹⁴⁷ x¹⁴⁸ x¹⁴⁹ x¹⁵⁰ x¹⁵¹ x¹⁵² x¹⁵³ x¹⁵⁴ x¹⁵⁵ x¹⁵⁶ x¹⁵⁷ x¹⁵⁸ x¹⁵⁹ x¹⁶⁰ x¹⁶¹ x¹⁶² x¹⁶³ x¹⁶⁴ x¹⁶⁵ x¹⁶⁶ x¹⁶⁷ x¹⁶⁸ x¹⁶⁹ x¹⁷⁰ x¹⁷¹ x¹⁷² x¹⁷³ x¹⁷⁴ x¹⁷⁵ x¹⁷⁶ x¹⁷⁷ x¹⁷⁸ x¹⁷⁹ x¹⁸⁰ x¹⁸¹ x¹⁸² x¹⁸³ x¹⁸⁴ x¹⁸⁵ x¹⁸⁶ x¹⁸⁷ x¹⁸⁸ x¹⁸⁹ x¹⁹⁰ x¹⁹¹ x¹⁹² x¹⁹³ x¹⁹⁴ x¹⁹⁵ x¹⁹⁶ x¹⁹⁷ x¹⁹⁸ x¹⁹⁹ x²⁰⁰ x²⁰¹ x²⁰² x²⁰³ x²⁰⁴ x²⁰⁵ x²⁰⁶ x²⁰⁷ x²⁰⁸ x²⁰⁹ x²¹⁰ x²¹¹ x²¹² x²¹³ x²¹⁴ x²¹⁵ x²¹⁶ x²¹⁷ x²¹⁸ x²¹⁹ x²²⁰ x²²¹ x²²² x²²³ x²²⁴ x²²⁵ x²²⁶ x²²⁷ x²²⁸ x²²⁹ x²³⁰ x²³¹ x²³² x²³³ x²³⁴ x²³⁵ x²³⁶ x²³⁷ x²³⁸ x²³⁹ x²⁴⁰ x²⁴¹ x²⁴² x²⁴³ x²⁴⁴ x²⁴⁵ x²⁴⁶ x²⁴⁷ x²⁴⁸ x²⁴⁹ x²⁵⁰ x²⁵¹ x²⁵² x²⁵³ x²⁵⁴ x²⁵⁵ x²⁵⁶ x²⁵⁷ x²⁵⁸ x²⁵⁹ x²⁶⁰ x²⁶¹ x²⁶² x²⁶³ x²⁶⁴ x²⁶⁵ x²⁶⁶ x²⁶⁷ x²⁶⁸ x²⁶⁹ x²⁷⁰ x²⁷¹ x²⁷² x²⁷³ x²⁷⁴ x²⁷⁵ x²⁷⁶ x²⁷⁷ x²⁷⁸ x²⁷⁹ x²⁸⁰ x²⁸¹ x²⁸² x²⁸³ x²⁸⁴ x²⁸⁵ x²⁸⁶ x²⁸⁷ x²⁸⁸ x²⁸⁹ x²⁹⁰ x²⁹¹ x²⁹² x²⁹³ x²⁹⁴ x²⁹⁵ x²⁹⁶ x²⁹⁷ x²⁹⁸ x²⁹⁹ x³⁰⁰ x³⁰¹ x³⁰² x³⁰³ x³⁰⁴ x³⁰⁵ x³⁰⁶ x³⁰⁷ x³⁰⁸ x³⁰⁹ x³¹⁰ x³¹¹ x³¹² x³¹³ x³¹⁴ x³¹⁵ x³¹⁶ x³¹⁷ x³¹⁸ x³¹⁹ x³²⁰ x³²¹ x³²² x³²³ x³²⁴ x³²⁵ x³²⁶ x³²⁷ x³²⁸ x³²⁹ x³³⁰ x³³¹ x³³² x³³³ x³³⁴ x³³⁵ x³³⁶ x³³⁷ x³³⁸ x³³⁹ x³⁴⁰ x³⁴¹ x³⁴² x³⁴³ x³⁴⁴ x³⁴⁵ x³⁴⁶ x³⁴⁷ x³⁴⁸ x³⁴⁹ x³⁵⁰ x³⁵¹ x³⁵² x³⁵³ x³⁵⁴ x³⁵⁵ x³⁵⁶ x³⁵⁷ x³⁵⁸ x³⁵⁹ x³⁶⁰ x³⁶¹ x³⁶² x³⁶³ x³⁶⁴ x³⁶⁵ x³⁶⁶ x³⁶⁷ x³⁶⁸ x³⁶⁹ x³⁷⁰ x³⁷¹ x³⁷² x³⁷³ x³⁷⁴ x³⁷⁵ x³⁷⁶ x³⁷⁷ x³⁷⁸ x³⁷⁹ x³⁸⁰ x³⁸¹ x³⁸² x³⁸³ x³⁸⁴ x³⁸⁵ x³⁸⁶ x³⁸⁷ x³⁸⁸ x³⁸⁹ x³⁹⁰ x³⁹¹ x³⁹² x³⁹³ x³⁹⁴ x³⁹⁵

5. Click **Update** to edit/update the feedback to edit the form.

e-Learning ▶ F1039 HAIZAM ▶ Assignments ▶ Assignment 4 ▶ Submissions

[Update this Assignment](#)

First name : All 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
Surname : All 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

First name / Surname	Grade	Comment	Last modified (Student)	Last modified (Lecturer)	Status
Picture of AHMAD ALMUHAMMADI BIN AHMAD AZZAM .	95 / 100	Very good!!!!	Thursday, 24 February 2011, 02:56 PM	Thursday, 24 February 2011, 02:56 PM	Update
Picture of TAMILSELVAN A/L MANIAM .	-				Grade

Submissions shown per page: 10

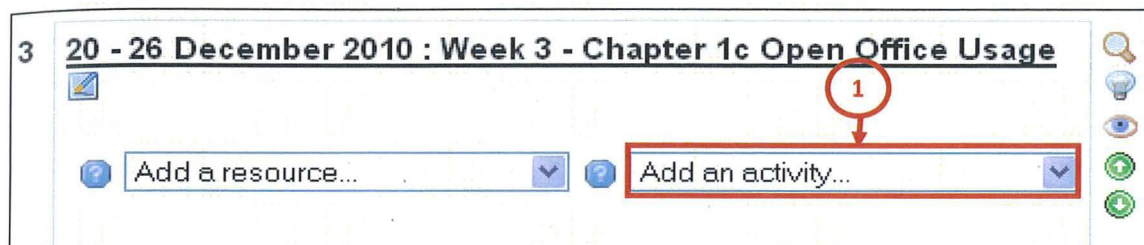
Allow quick grading: ☐

[Save preferences](#)

5.2. Chat

Allows participants to have a real-time synchronous discussion via the web. This is a useful way to get a different understanding of each other and the topic being discussed.

1. Click on the **Add an activity...** dropdown list and choose **Chat**.



2. Form **Adding a new Chat** will be displayed.
3. Fill out the form and click on **Save and return to course** button.

e-Learning ► F1039 HAIZAM ► Chats ► Editing Chat

Adding a new Chat to topic 3

General

Name of this chat room*

Introduction text*

Rich Text Editor:

Trebuchet 1 (8 pt) Normal Lang **B I U**

What is the features and benefit using the spreadsheet software?

Path: body » div#intro.box generalbox » p

Group*

Next chat time

Repeat sessions

Save past sessions

Everyone can view past sessions

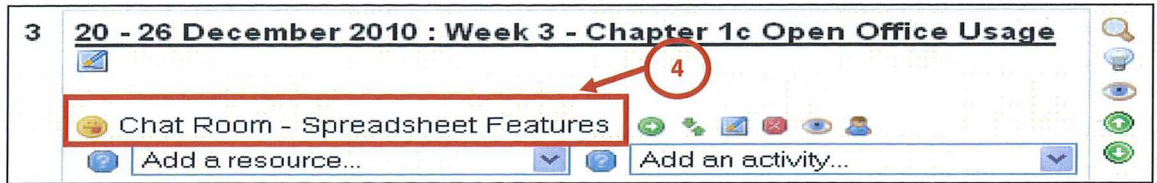
Common module settings

Group mode

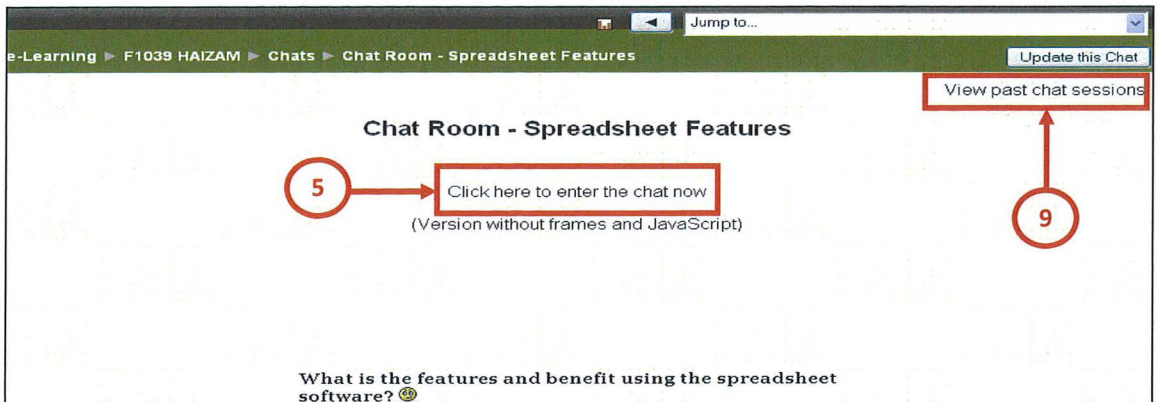
Visible

There are required fields in this form marked*.

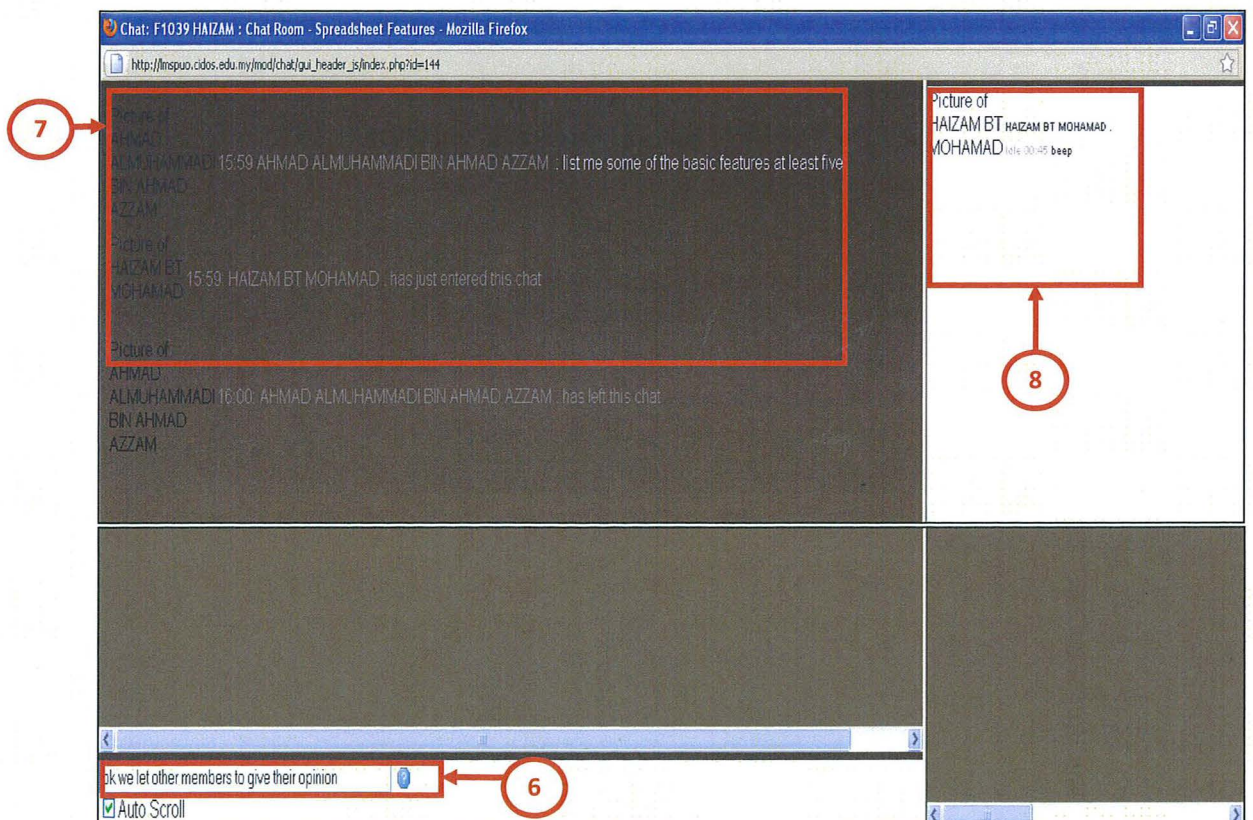
4. Click on **Chat Room – Spreadsheet Features**.



5. Click on **Click here to enter the chat now** to start your chat room.



6. Type opinion/comment or whatever related to the discussed topic.
7. The discussions will appear at the center of the page.
8. You can see the online members.
9. Click **View past chat sessions** to see the previous chat sessions.



6.3. Database

- Allows the lecturer and/or students to build, display and search a bank of record entries about any conceivable topic.

- Click on the **Add an activity...** dropdown list and choose **Database**. Form **Adding a new Database** will be displayed.
- Fill out the **Name** of database.
- Fill out the **Introduction**, the explanation about the database.
- Choose the **Group** for the database.
- Click on **Save and return to course** button.

e-Learning ► F1039 HAZAM ► Databases ► Editing Database

Adding a new Database to topic 3

General

Name* Database F1039 DNS1B

Introduction*

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Icons]

Database that contains the information about the course's student and the discussion topic in F1039 Fundamentals of IT.

Path: body

Group* All

Available from 24 February 2011 ☒ Disable

Available to 24 February 2011 ☒ Disable

Viewable from 24 February 2011 ☒ Disable

Viewable to 24 February 2011 ☒ Disable

Required entries None

Entries required before viewing None

Maximum entries None

Comments No

Require approval? No

Allow posts to be rated? ☐ Use ratings

Grade Scale: Separate and Connected ways of knowing

Common module settings

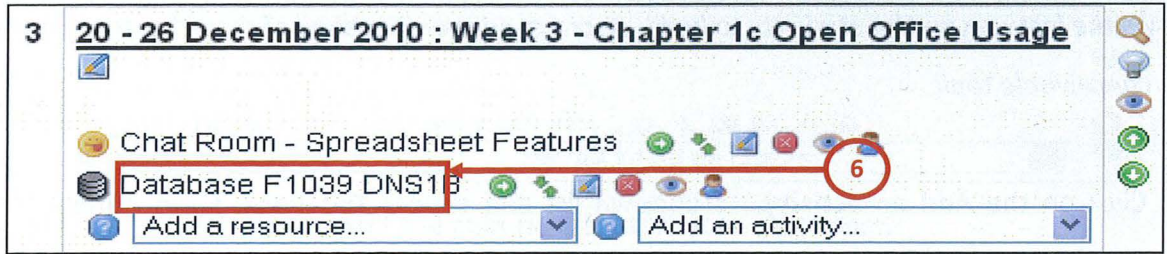
Group mode No groups

Visible Show

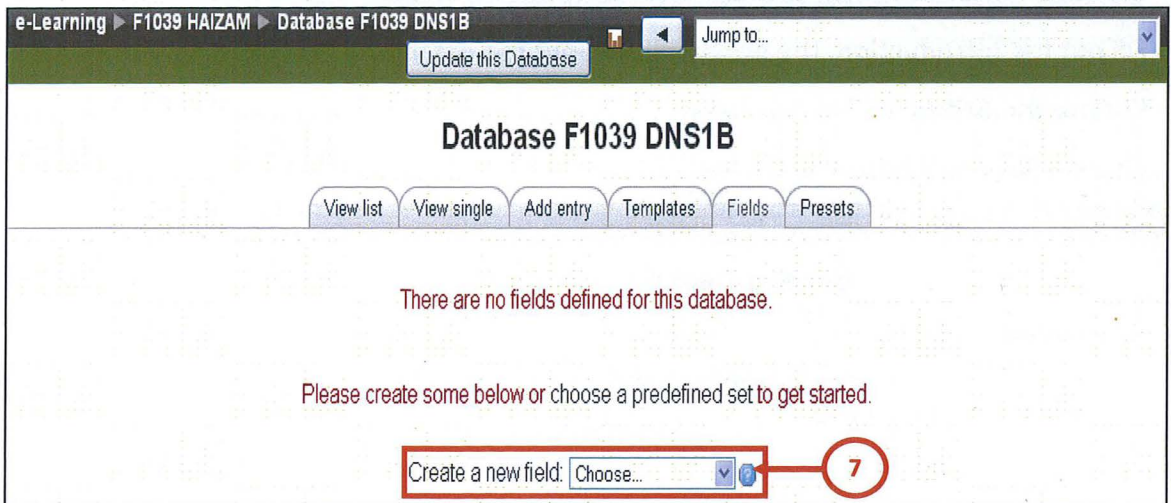
Save and display Save and return to course Cancel

There are required fields in this form marked*.

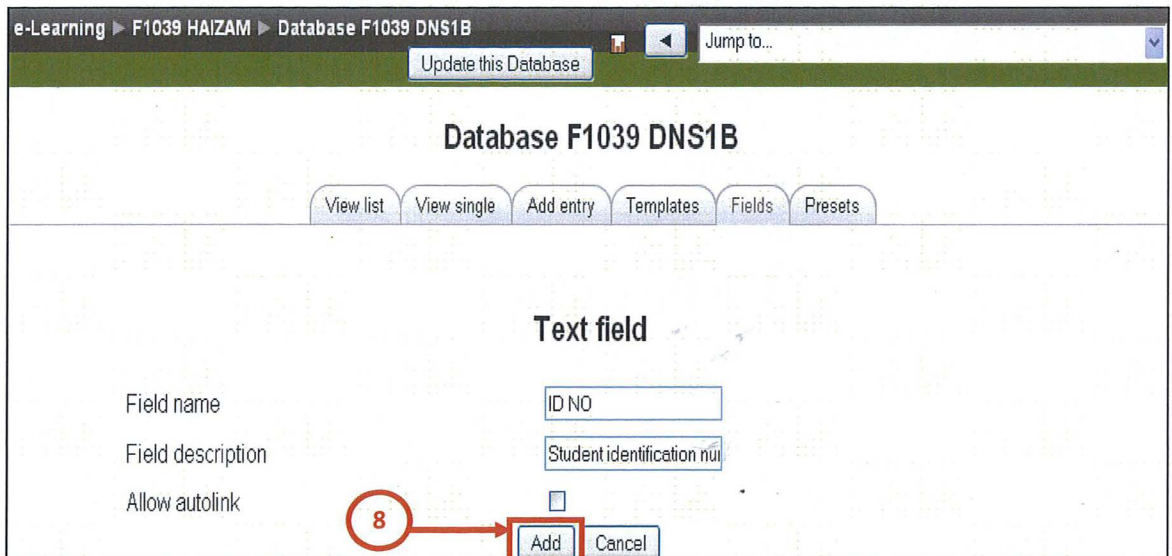
6. The database name will be displayed at the platform and click it.



7. Click the **Create a new field...** dropdown list and select **Text** item.



8. Fill out the **Field name** and **Field Description** then click on **Add** button.



9. The added field will be displayed.

Database F1039 DNS1B

View list View single Add entry Templates Fields Presets

Field added

Field name	Field type	Field description	Action
ID NO	text Text	Student identification number	

Create a new field: Choose...

Default sort field: Date entered Ascending Go

10. Let's say you want to add three more fields (**Name**, **Gender** and **Address**). Repeat step 7 - 8 to add new field (**Edit field** - and **Delete field** -).

No	New field type	Field Name	Field description	Data
1	Text	Name	Student name	-
2	Radio buttons	Gender	Student gender	Options : Male : Female
3	Textarea	Address	Student permanent address	-

11. The fields will be displayed. Click on the **Templates** tab.

Database F1039 DNS1B

View list View single Add entry Templates Fields Presets

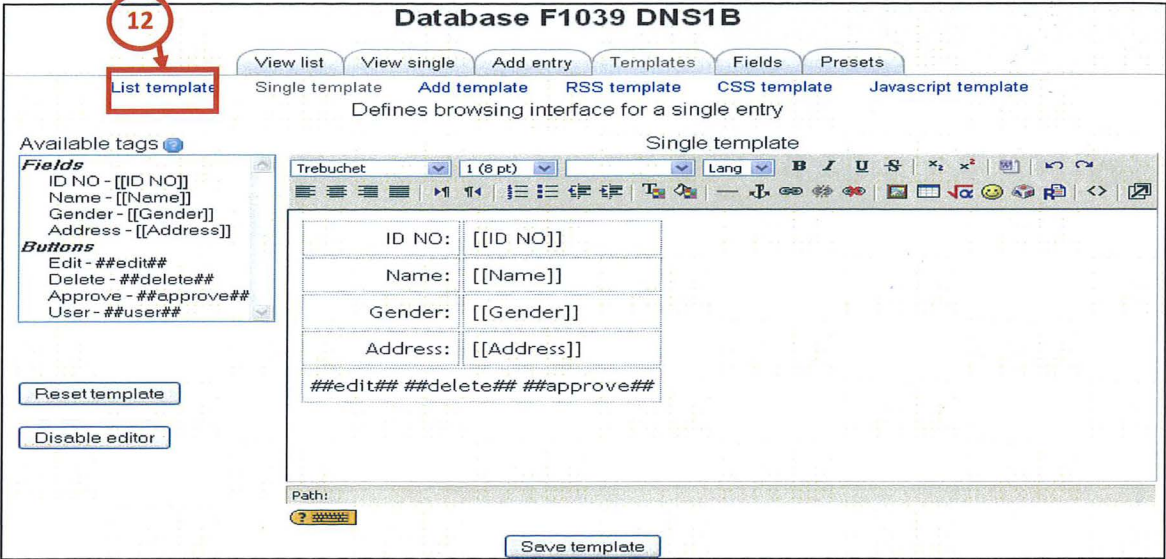
Field added

Field name	Field type	Field description	Action
ID NO	text Text	Student identification number	
Name	text Text	Student name	
Gender	radiobutton Radio buttons	Student gender	
Address	textarea Textarea	Student permanent address	

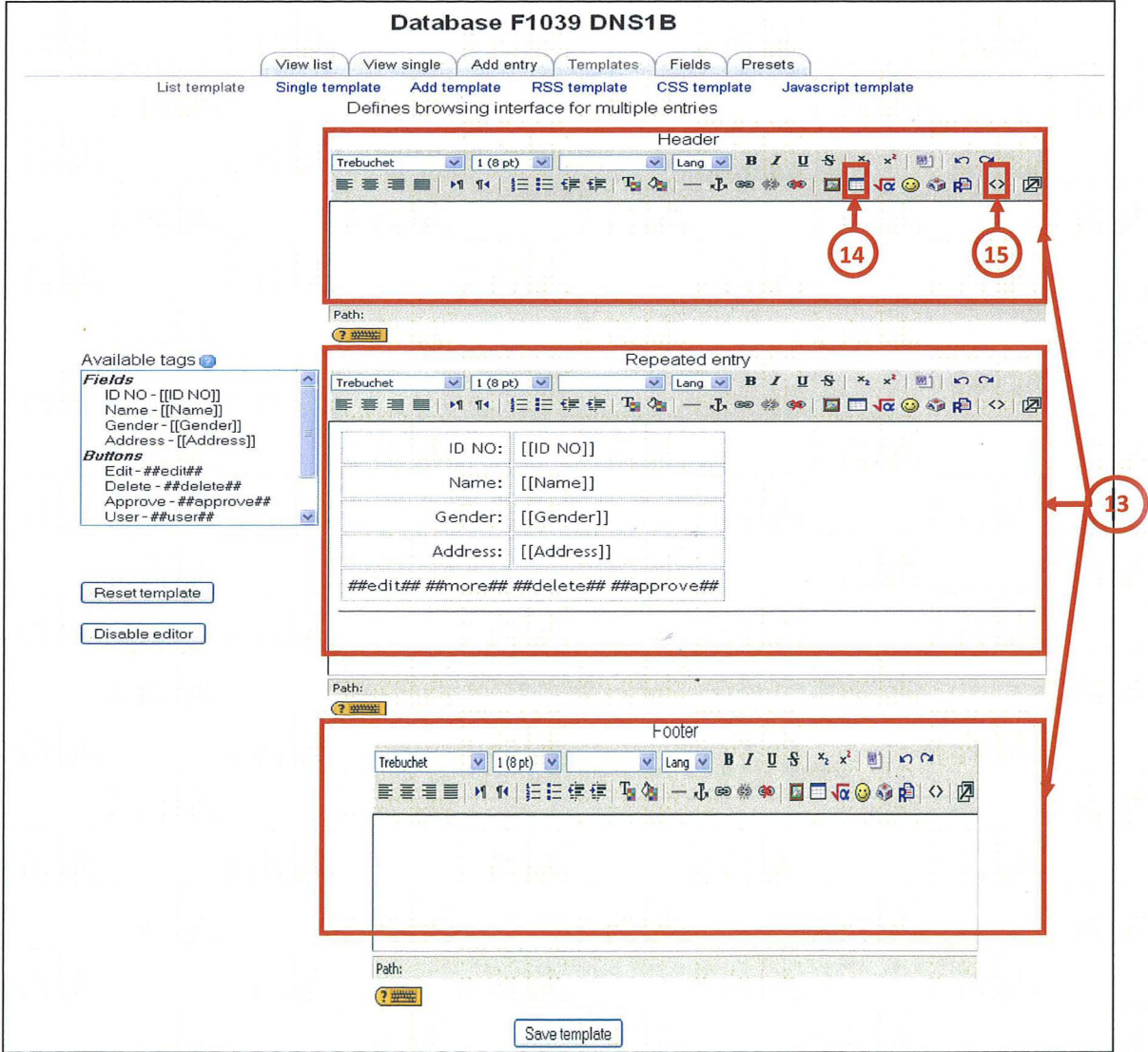
Create a new field: Choose...

Default sort field: Date entered Ascending Go

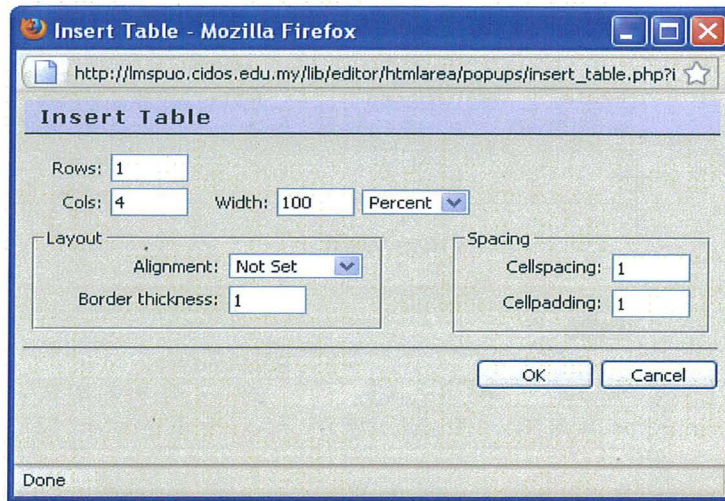
12. Click on **List Template**.



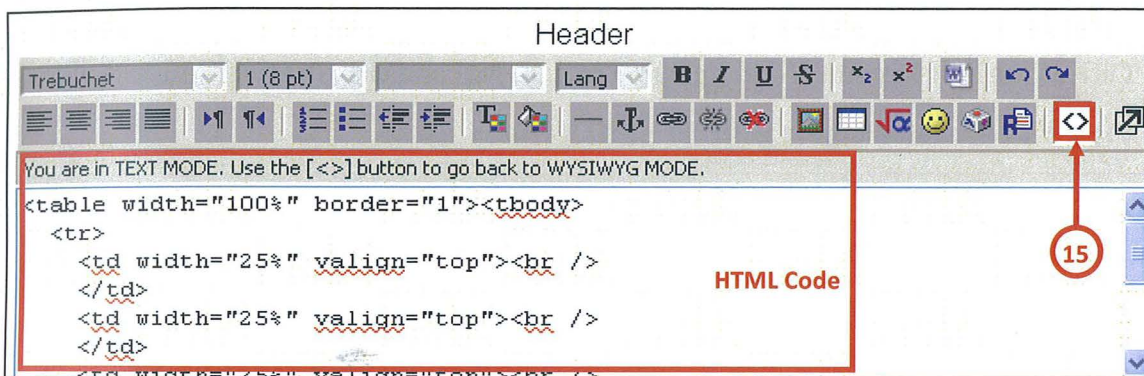
13. The **Defines browsing interface for multiple entries** has three sections – **Header**, **Repeated Entry** and **Footer**.



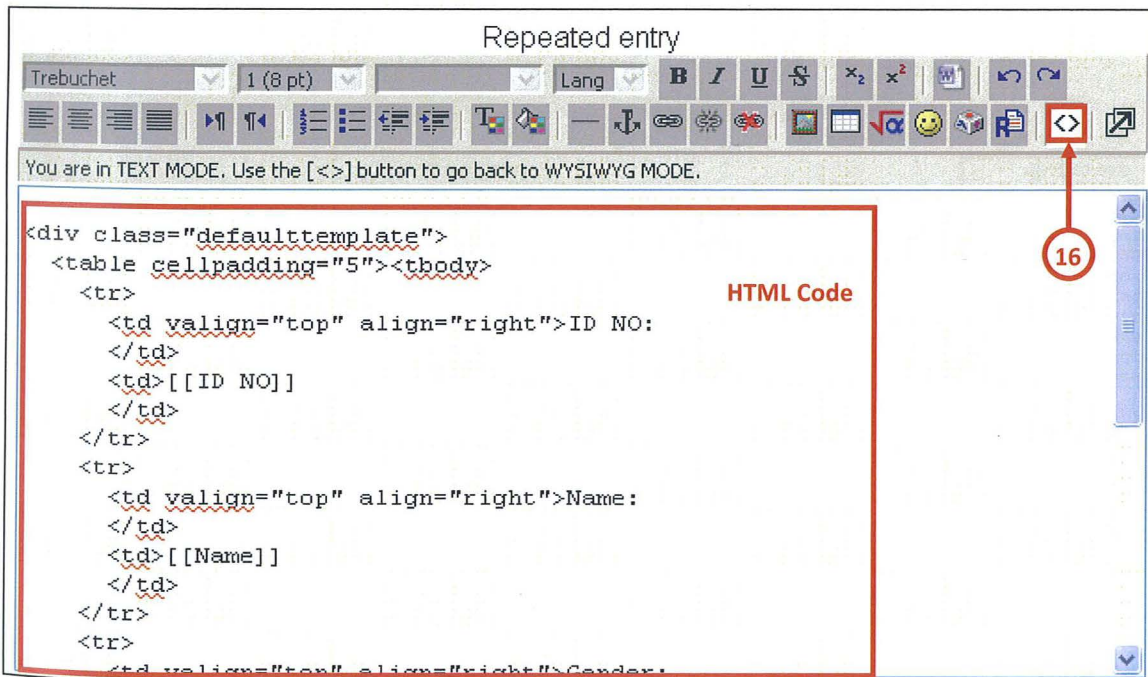
14. Click  icon to create a table at **Header** (e.g. Rows=1 and Cols=4).



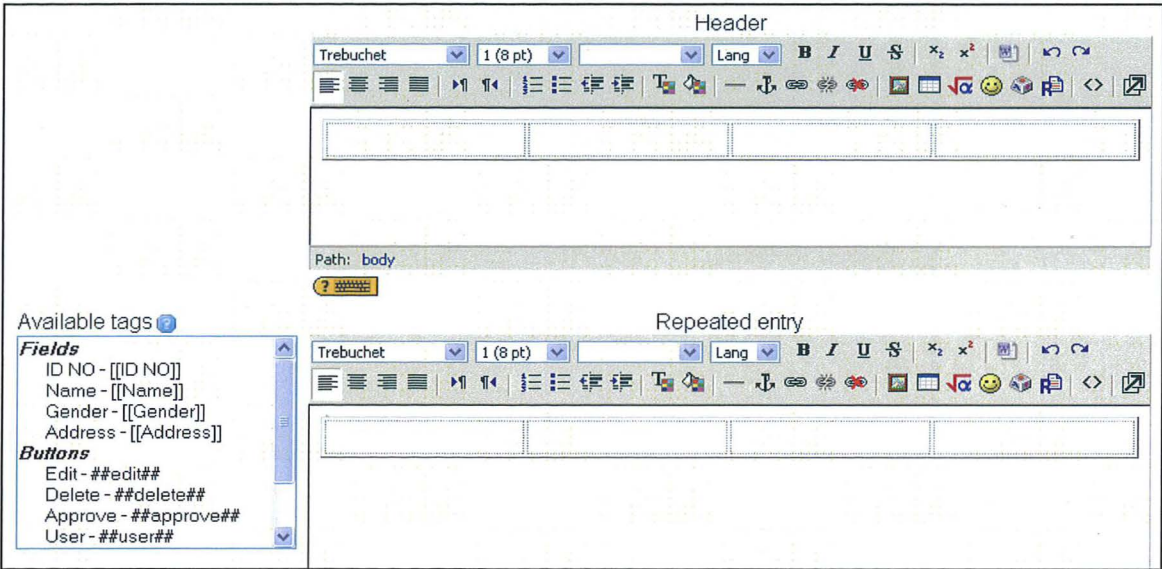
15. Click on  icon at **Header** and copy all HTML code.



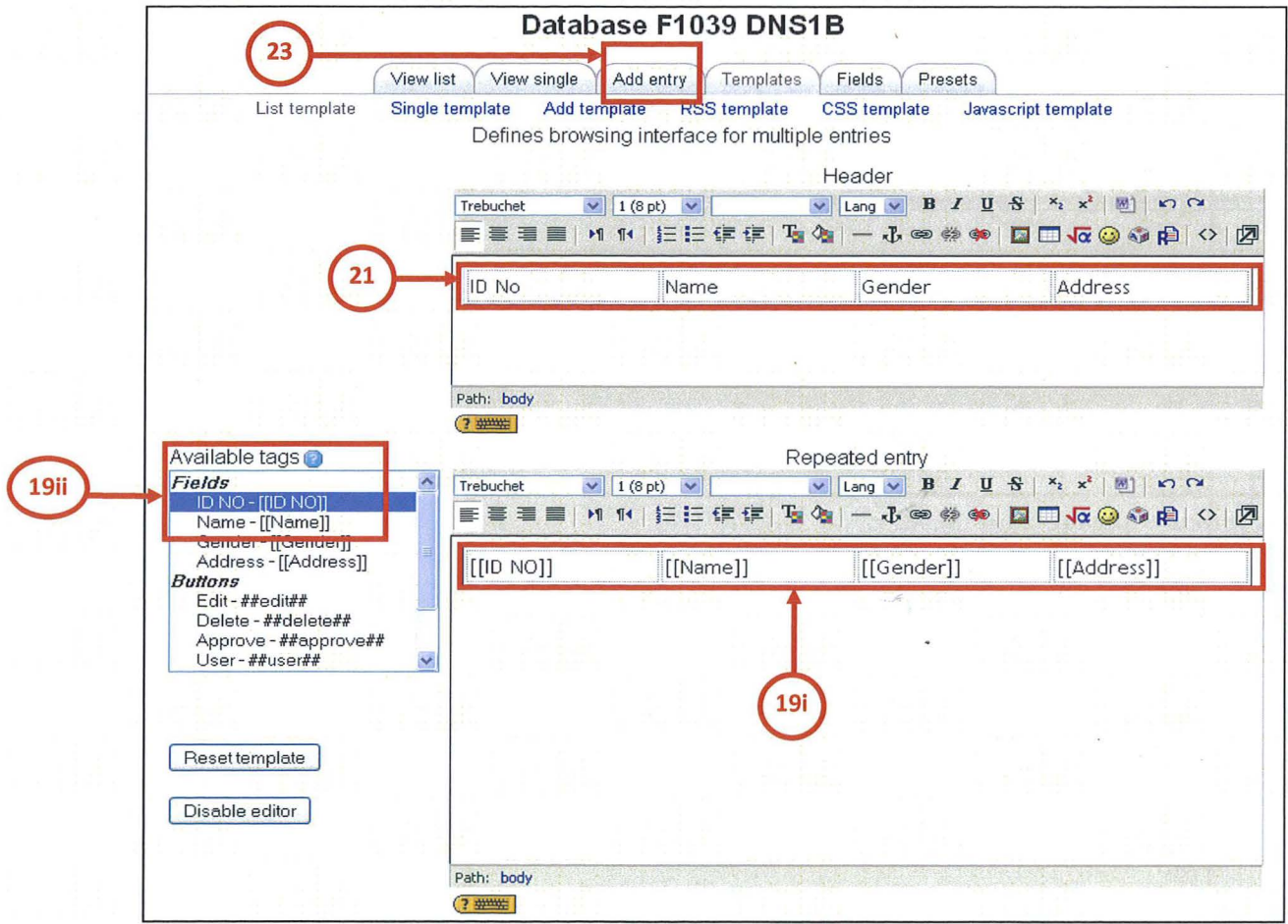
16. Click on  icon at **Repeated entry** and delete HTML code in **Repeated entry**.



- 17. Paste the HTML code from **Header** to **Repeated entry**.
- 18. Click on  icon again on both sections to back to normal mode.



- 19. Click at the first **Repeated entry** column (e.g. **ID No**) and click the field you have created on the left at **Available tags** (e.g. **ID No – [[ID No]]**).



- 20. Repeat step 19 until all **Repeated entry** fields have been set - **Name**, **Gender** and **Address**.
- 21. At the **Header** section, type in the table – **ID No**, **Name**, **Gender** and **Address** same as you have set at the **Repeated entry** (without **[[]]**).

22. Click on **Save template** button at the bottom of the form.
23. Click on **Add entry** tab. Form **New entry** will be displayed.

The screenshot displays the 'Database F1039 DNS1B' application. At the top, a menu bar includes 'View list', 'View single', 'Add entry', 'Templates', 'Fields', and 'Presets'. The 'View list' button is circled in red with the number 26. Below the menu, the 'New entry' form is shown. The form has fields for 'ID NO:' (01DIP08F2002), 'Name:' (AHMAD ALMUHAMMADI BIN AHMAD AZZAM), and 'Gender:' (Male/Female). The 'Address:' field is highlighted with a red box and contains the text 'NO 2, JALAN CEMPAKASARI 1, TAMAN CEMPAKA, IPOH, 34500 IPOH PERAK'. The address field is also circled in red with the number 24. Below the address field, there is a toolbar with various editing options. At the bottom, a 'Path: body' label is visible, and a 'Save and view' button is circled in red with the number 25.

24. Fill out the form.
25. Click on **Save and view** button to view (**Save and add another** button – to add new data to your database).

Database F1039 DNS1B

[View list](#)
[View single](#)
[Add entry](#)
[Templates](#)
[Fields](#)
[Presets](#)

ID NO:
Name:
Gender:
Address:

01DIP08F2002
AHMAD ALMUHAMMADI BIN AHMAD AZZAM
Male
NO 2, JALAN CEMPAKASARI 1, TAMAN CEMPAKA, IPOH, 34500 IPOH PERAK




Page: 1 2 (Next)

Entries per page: 10
Search:
Sort by: Date entered Ascending
[Save settings](#)

26. Click on **View list** tab to view a list of **Database F1039 DNS1B**.

Database F1039 DNS1B

Database that contains the information about the course's student and the discussion topic in F1039 Fundamentals of IT.

26
View list
View single
Add entry
Templates
Fields
Presets

ID NO: 01DIP08F2002

Name: AHMAD ALMUHAMMADI BIN AHMAD AZZAM

Gender: Male

Address: NO 2, JALAN CEMPAKASARI 1, TAMAN CEMPAKA, IPOH, 34500 IPOH PERAK

ID NO: 01DIP08F2003

Name: Tamilselvan A/L Maniam

Gender: Male

Address: Kampung Batu Enam, Simpang Rapat, Batu Pahat, Johor

Entries per page
Search
Sort by
Save settings

27. Your completed database link will appear on main page. Click to continue.

3
20 - 26 December 2010 : Week 3 - Chapter 1c Open Office Usage

Chat Room - Spreadsheet Features

Database F1039 DNS1B

27

Add a resource...
 Add an activity...

6.4. Forum

- An activity where students and lecturers can exchange ideas by posting comments.

1. Click on the **Add an activity...** dropdown list and choose **Forum**. Form **Adding a new Forum** will be displayed.

e-Learning > F1039 HAIZAM > Forums > Editing Forum

Adding a new Forum to topic 3

General

Forum name*

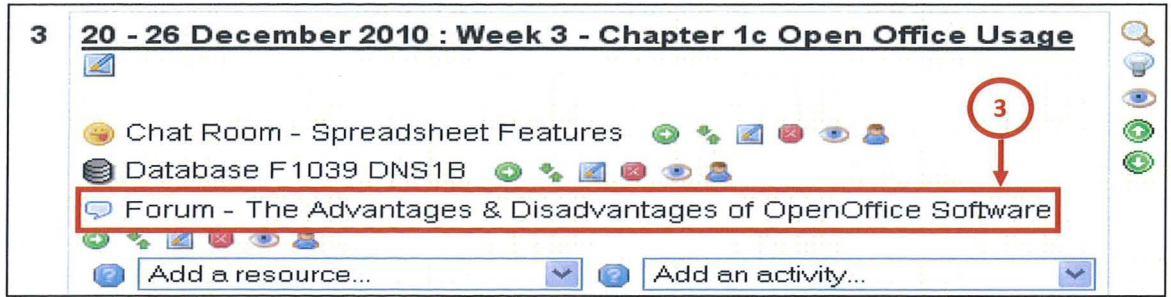
Forum type

Forum introduction*

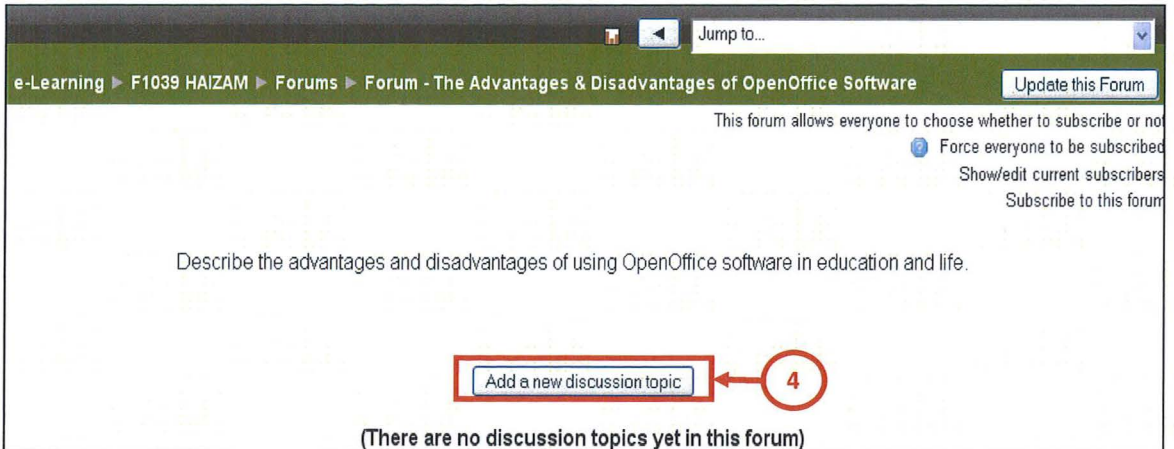
Required

Trebuchet 1 (8 pt) Lang **B** **I** **U** **S** **x₂** **x₃** **x₄** **x₅** **x₆** **x₇** **x₈** **x₉** **x₁₀** **x₁₁** **x₁₂** **x₁₃** **x₁₄** **x₁₅** **x₁₆** **x₁₇** **x₁₈** **x₁₉** **x₂₀** **x₂₁** **x₂₂** **x₂₃** **x₂₄** **x₂₅** **x₂₆** **x₂₇** **x₂₈** **x₂₉** **x₃₀** **x₃₁** **x₃₂** **x₃₃** **x₃₄** **x₃₅** **x₃₆** **x₃₇** **x₃₈** **x₃₉** **x₄₀** **x₄₁** **x₄₂** **x₄₃** **x₄₄** **x₄₅** **x₄₆** **x₄₇** **x₄₈** **x₄₉** **x₅₀** **x₅₁** **x₅₂** **x₅₃** **x₅₄** **x₅₅** **x₅₆** **x₅₇** **x₅₈** **x₅₉** **x₆₀** **x₆₁** **x₆₂** **x₆₃** **x₆₄** **x₆₅** **x₆₆** **x₆₇** **x₆₈** **x₆₉** **x₇₀** **x₇₁** **x₇₂** **x₇₃** **x₇₄** **x₇₅** **x₇₆** **x₇₇** **x₇₈** **x₇₉** **x₈₀** **x₈₁** **x₈₂** **x₈₃** **x₈₄** **x₈₅** **x₈₆** **x₈₇** **x₈₈** **x₈₉** **x₉₀** **x₉₁** **x₉₂** **x₉₃** **x₉₄** **x₉₅** **x₉₆** **x₉₇** **x₉₈** **x₉₉** **x₁₀₀** **x₁₀₁** **x₁₀₂** **x₁₀₃** **x₁₀₄** **x₁₀₅** **x₁₀₆** **x₁₀₇** **x₁₀₈** **x₁₀₉** **x₁₁₀** **x₁₁₁** **x₁₁₂** **x₁₁₃** **x₁₁₄** **x₁₁₅** **x₁₁₆** **x₁₁₇** **x₁₁₈** 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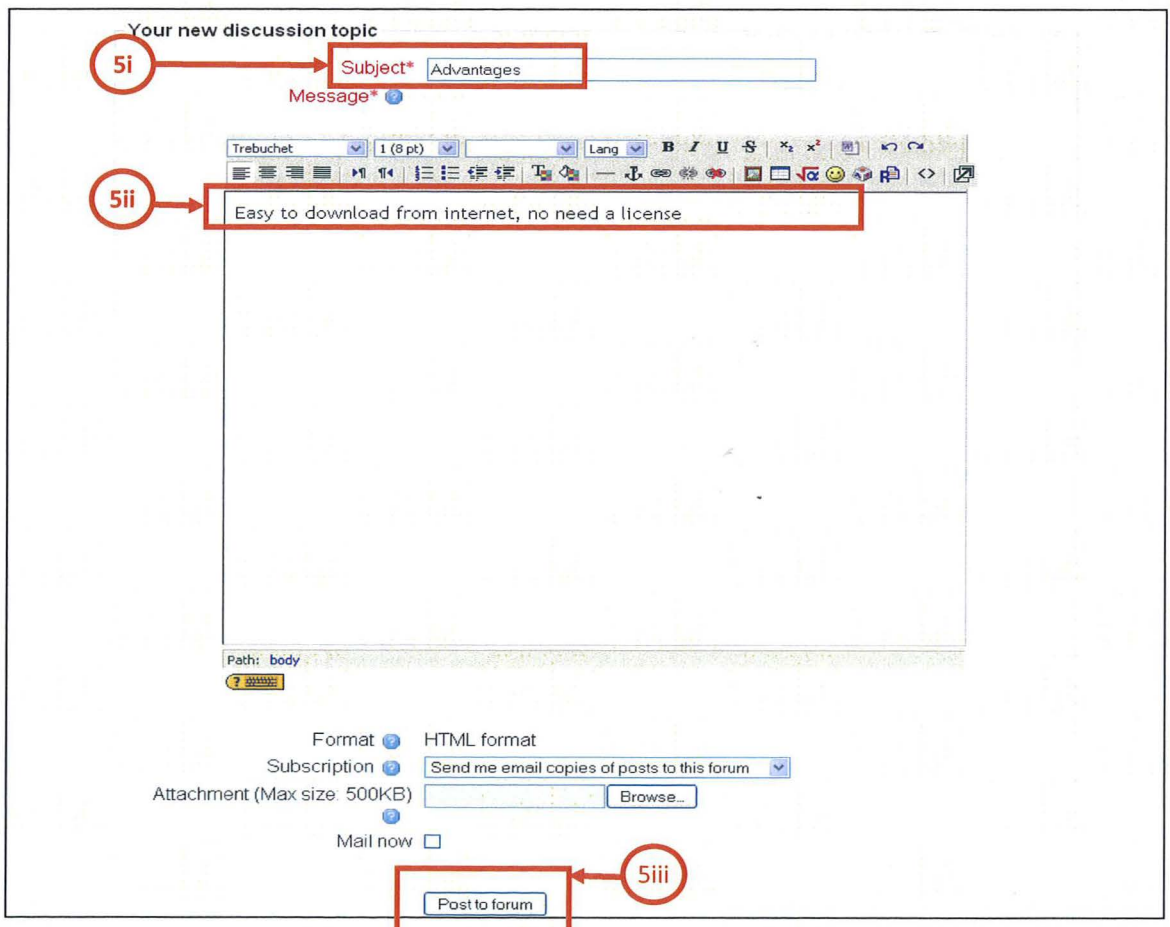
- Click on the **Forum – The Advantages & Disadvantages of OpenOffice Software**.



- Click **Add a new discussion topic** button to comment.



- Fill the **Subject** and **Message** then click on **Post of forum** button.



6. The post will be displayed.

e-Learning ▶ F1039 HAIZAM ▶ Forums ▶ Forum - The Advantages & Disadvantages of OpenOffice Software
Update this Forum

This forum allows everyone to choose whether to subscribe or not
☒ Force everyone to be subscribed
[Show/edit current subscribers](#)
[Unsubscribe from this forum](#)

Describe the advantages and disadvantages of using OpenOffice software in education and life.

[Add a new discussion topic](#)

Discussion	Started by	Replies	Last post
Advantage 	HAIZAM BT MOHAMAD .	0	HAIZAM BT MOHAMAD . Fri, 25 Feb 2011, 08:47 AM

6.5. Quiz

- There are **5 types** of quizzes:

- A) Essay
- B) Matching
- C) Multiple Choice (Conventional & Template)
- D) Short Answer
- E) True/False

-
1. Click on the **Add an activity...** dropdown list and choose **Quiz**. Form **Adding a new Quiz** will be displayed.
 2. Fill out the **Name** and **Introduction** of quiz.
 3. Click on **Group** dropdown list and choose the group of students that can access it.
 4. Un-tick ☐ on **Open the quiz** and **Close the quiz** to set the time.
 5. Tick ☒ on **Time Limit** to set a limit of time in minutes.
 6. Fill out the form and click on **Save and return to course** button. Your quiz name will be displayed on the platform.

General

Group* All

Timing

Open the quiz  25 February 2011 08 00 ☐ Disable
Close the quiz  25 February 2011 08 15 ☐ Disable
Time limit  15 ☒ Enable

Time delay between first and second attempt

Time delay between later attempts

Display

Questions per page  Unlimited 

Shuffle questions  No 

Shuffle within questions  Yes 

Attempts

Attempts allowed  Unlimited 

Each attempt builds on the last  No 

Adaptive mode  Yes 

Grades

Grading method  Highest grade 

Apply penalties  Yes 

Decimal digits in grades 2

Students may review

Immediately after the attempt	☒ Responses	☒ Scores	☒ Feedback	☒ Answers	☒ General feedback
Later, while the quiz is still open	☒ Responses	☒ Scores	☒ Feedback	☒ Answers	☒ General feedback
After the quiz is closed	☒ Responses	☒ Scores	☒ Feedback	☒ Answers	☒ General feedback

Security

Show quiz in a "secure" window

Require password

Require network address

Common module settings

Group mode  No groups 
Visible Show

Overall feedback

Grade boundary 100%

Feedback

Grade boundary

Feedback

Grade boundary

Feedback

Grade boundary

Feedback

Grade boundary

Feedback

Grade boundary 0%

[Add 3 more feedback fields](#)

Save and display Save and return to course Cancel

There are required fields in this form marked*

7. Form to create a new question will be displayed.

The screenshot shows the 'Editing Quiz' interface. At the top, there is a breadcrumb trail: 'e-Learning > F1039 HAZAM > Quizzes > Quiz 1 > Editing Quiz'. To the right of this trail is a button labeled 'Update this Quiz'. Below the breadcrumb trail is a navigation bar with tabs: 'Info', 'Results', 'Preview', and 'Edit'. Under the 'Edit' tab, there are sub-tabs: 'Quiz', 'Questions', 'Categories', 'Import', and 'Export'. The main content area is divided into two sections: 'Questions in this quiz' on the left and 'Question bank' on the right. The 'Questions in this quiz' section contains the text 'No questions have been added yet'. The 'Question bank' section contains a 'Category:' dropdown menu set to 'Default', an 'Edit categories' button, and three checkboxes: 'Display questions from sub-categories too' (checked), 'Also show old questions' (unchecked), and 'Show question text in the question list' (unchecked). Below these checkboxes is the text 'The default category for questions.' and a 'Create new question' dropdown menu. A red circle with the number '7' is placed next to the 'Create new question' dropdown, and a red arrow points from it to the dropdown menu. The dropdown menu is open, showing a list of question types: 'Choose...', 'Choose...', 'Description', 'Essay', 'Matching', 'Multiple Choice', 'Short Answer', and 'True/False'. The text 'No questions have been added yet' is visible in the background of the 'Question bank' section.

Note: Go to Main Page

If you want to go back to your platform page, click your platform at the above bar of the current page (e.g. Editing Quiz page).

e-Learning > F1039 HAZAM > Quizzes > Quiz 1 > Editing Quiz

6.5.1 Create New Question

A) Essay

1. Click on **Create new question** dropdown list and choose **Essay**.
2. Form to add new **essay** will be displayed.
3. Fill out **Question name**.
4. Write your question in the **Question Text**.
5. Set a value for the correct answer in **Default question grade**.
6. Click on **Save changes** button to save the question in **Question Bank**.

e-Learning > F1039 HAIZAM > Editing quiz > Editing Essay

Editing Essay

General

Category: Default

Question name* Essay Question

Question text

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Icons]

Explain the basic concepts of relational database structure - table, record, attribute, key attribute and relationships

Path: body

Format: HTML format

Image to display: No images have been uploaded to your course yet

Default question grade* 15

General feedback

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Icons]

Path: body

Feedback

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Icons]

Path:

Save changes Cancel

There are required fields in this form marked*.

7. The question will display at the **Question bank**.

Questions in this quiz

No questions have been added yet

Question bank

Category: Default Edit categories

☒ Display questions from sub-categories too

☐ Also show old questions

☐ Show question text in the question list

The default category for questions.

Create new question: Choose... +

Action	Question name	Sort by type name
<<     ☐	Essay Question	

Select all / Deselect all

With selected:

◀ Add to quiz Delete Move to >> Default

Add 1 random questions Add +

Type ☐

B) Matching

1. Click on **Create new question** dropdown list and choose **Matching**.
2. Form **Adding new matching question** will be displayed.
3. Fill out **Question name**.
4. Write your instruction in **the Question Text**.
5. Set a value for the correct answer in **Default question grade**.
6. If you want the order of the sub questions is randomly shuffled each time a student starts a quiz, tick at **Shuffle** checkbox.
7. Write your **Question** and **Answer** in the provided box.
8. Click on **3 More Sets of Blanks** button to add more set of questions.
9. Click on **Save changes** button to save your question in the **Question Bank**.

Editing a Matching Question

General

Category: Default

Question name*: Matching Question

Question text:

Matching the **type of application software** with the **example of application software**;

Format: HTML format

Image to display: No images have been uploaded to your course yet

Default question grade*: 1

Penalty factor*: 0.1

General feedback:

Shuffle: ☒

Available choices: You must provide at least three questions with matching answers. You can provide extra wrong answers by giving an answer with a blank question. Entries where both the question and the answer are blank will be ignored.

Question 1

Question

Word processing software

Answer

Microsoft Word

Question 2

Question

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Rich Text Editor Icons]

Presentation software

Path: body

Answer

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Rich Text Editor Icons]

Microsoft PowerPoint

Path: body

7

Question 3

Question

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Rich Text Editor Icons]

Spreadsheet software

Path: body

Answer

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Rich Text Editor Icons]

Microsoft Excel

Path: body

7

3 More Sets of Blanks

8

Save changes Cancel

9

There are required fields in this form marked*.

10. The question will display at the question bank.

Questions in this quiz

No questions have been added yet

Question bank

Category: Default Edit categories

☒ Display questions from sub-categories too

☐ Also show old questions

☐ Show question text in the question list

The default category for questions.

Create new question: Choose...

Action	Question name	Sort by type, name	Type
	Essay Question		☐
	Matching Question		☒

Select all / Deselect all

With selected:

◀ Add to quiz Delete Move to >> Default

Add 1 random questions Add

10

Choice 1

Answer

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Database maintenance (add, delete, revise records)

Path: body

Grade 100 %

Feedback

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Your answer is **INCORRECT**.

Path: body

6

7

Choice 2

Answer

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Perform printing of the presentation slides

Path: body

Grade None

Feedback

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Your answer is **CORRECT**. Congrats!

Path: body

6

7

Choice 3

Answer

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Sorting records by key field

Path: body

Grade None

Feedback

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Your answer is **INCORRECT**.

Path: body

6

7

Choice 4

Answer

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Generating formatted reports with subtotals and totals

Path: body

Grade None

Feedback

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Your answer is **INCORRECT**.

Path: body

Blanks for 3 More Choices

6

7

8

Overall Feedback

For any correct answer

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Path:

For any partially correct answer

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Path:

For any incorrect answer

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Path:

Save changes Cancel

9

There are required fields in this form marked*

10. The question will display at the Question bank.

Questions in this quiz

No questions have been added yet

Question bank

Category: Default Edit categories

☒ Display questions from sub-categories too
☐ Also show old questions
☐ Show question text in the question list

The default category for questions.

Create new question: Choose... +

Action	Question name	Type
<< + - >>	Essay Question	☐
<< + - >>	Matching Question	☐
<< + - >>	Multiple Choice Question	☐

Select all / Deselect all With selected:

◀ Add to quiz Delete Move to >> Default

Add 1 random questions Add +

10

Using Question Template:

Create multiple choice questions using the Aiken format (template) with the conditions;

- The template in .txt file format. (e.g. Notepad)
- The question must be all on 1 line.
- Each answer must start with a single-letter character, followed by a full stop '.' or a bracket ')', then a space.
- The answer line must immediately follow, starting with "ANSWER: " (NOTE enter a space after :) and then give the appropriate letter.
- The answer letters (A, B, C etc.) and the word "ANSWER" **must** be capitalized as shown otherwise the import will fail.

Here is an example of the format:

What is the correct answer to this question?

- Is it this one?
- Maybe this answer?
- Possibly this one?
- Must be this one!

ANSWER: D

Which LMS has the most quiz import formats?

- Moodle
- ATutor
- Claroline
- Blackboard
- WebCT

ANSWER: A

Choice 4

Answer

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Icons] [Icons]

Generating formatted reports with subtotals and totals

Path: body

Grade None

Feedback

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Icons] [Icons]

Your answer is INCORRECT.

Path: body

Blanks for 3 More Choices

Overall Feedback

For any correct answer

The screenshot displays the Microsoft Word interface with the ribbon expanded to the Font and Paragraph sections. The Font section includes a font face dropdown set to 'Trebuchet', a font size dropdown set to '1 (8 pt)', a color dropdown, and buttons for bold (B), italic (I), underline (U), and strikethrough (ABC). The Paragraph section includes buttons for bullet points, numbering, decrease/increase indentation, and left/center/right alignment. The status bar at the bottom shows 'Path:'.

For any partially correct answer

[illegible]

For any incorrect answer

9

Save changes Cancel

There are required fields in this form marked*.

10. The question will display at the **Question bank**.

Questions in this quiz

No questions have been added yet

Question bank

Category: Default Edit categories

☒ Display questions from sub-categories too
☐ Also show old questions
☐ Show question text in the question list

The default category for questions.

Create new question: Choose... ?

Action	Question name	Sort by type, name	Type
<<	Essay Question		☐
<<	Matching Question		☐
<<	Multiple Choice Question		☒

Select all / Deselect all **With selected:**

◀ Add to quiz Delete Move to >> Default

Add 1 random questions Add ?

10 →

Using Question Template:

Create multiple choice questions using the Aiken format (template) with the conditions;

- The template in .txt file format. (e.g. Notepad)
- The question must be all on 1 line.
- Each answer must start with a single-letter character, followed by a full stop '.' or a bracket ')', then a space.
- The answer line must immediately follow, starting with "ANSWER: " (NOTE enter a space after :) and then give the appropriate letter.
- The answer letters (A, B, C etc.) and the word "ANSWER" **must** be capitalized as shown otherwise the import will fail.

Here is an example of the format:

What is the correct answer to this question?

- Is it this one?
- Maybe this answer?
- Possibly this one?
- Must be this one!

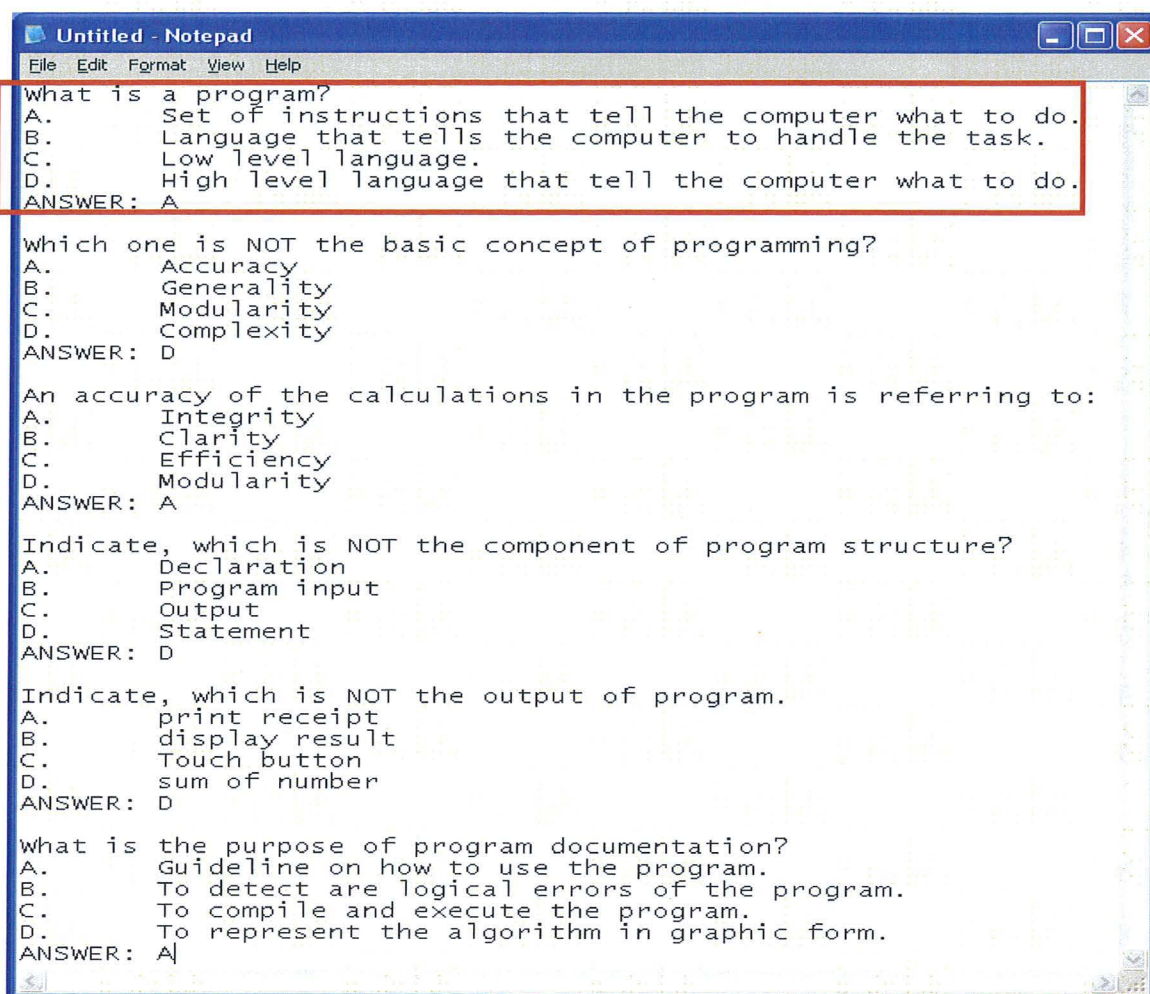
ANSWER: D

Which LMS has the most quiz import formats?

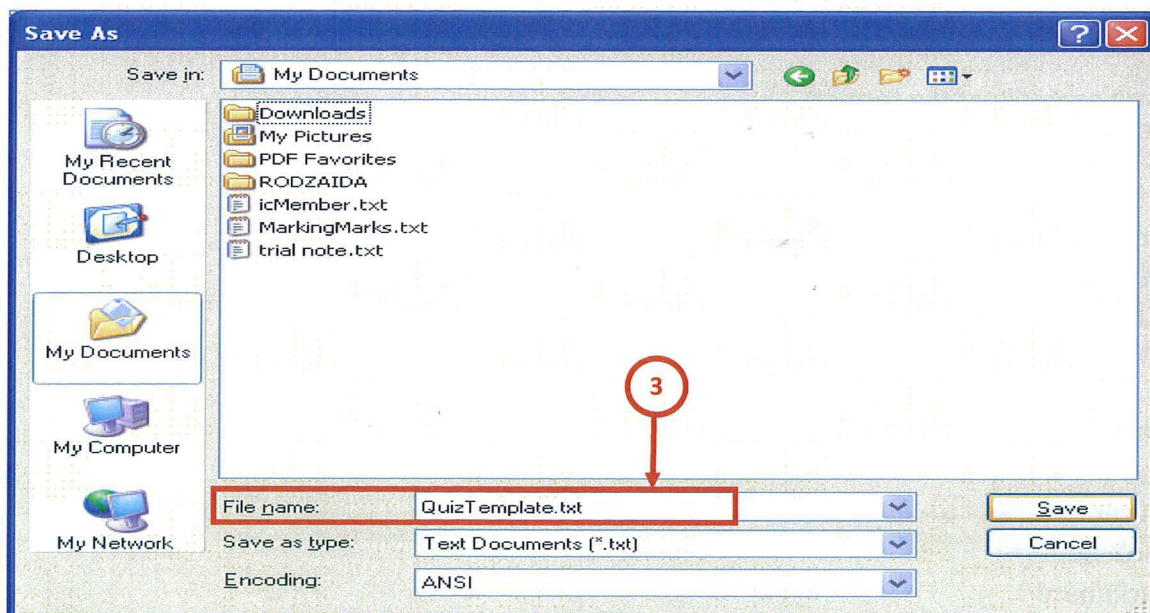
- Moodle
- ATutor
- Claroline
- Blackboard
- WebCT

ANSWER: A

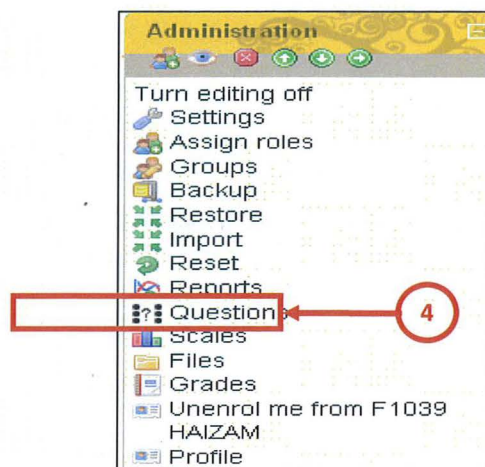
1. Open a **Notepad**.
2. Type the quiz questions and answers properly depend on b - e conditions.



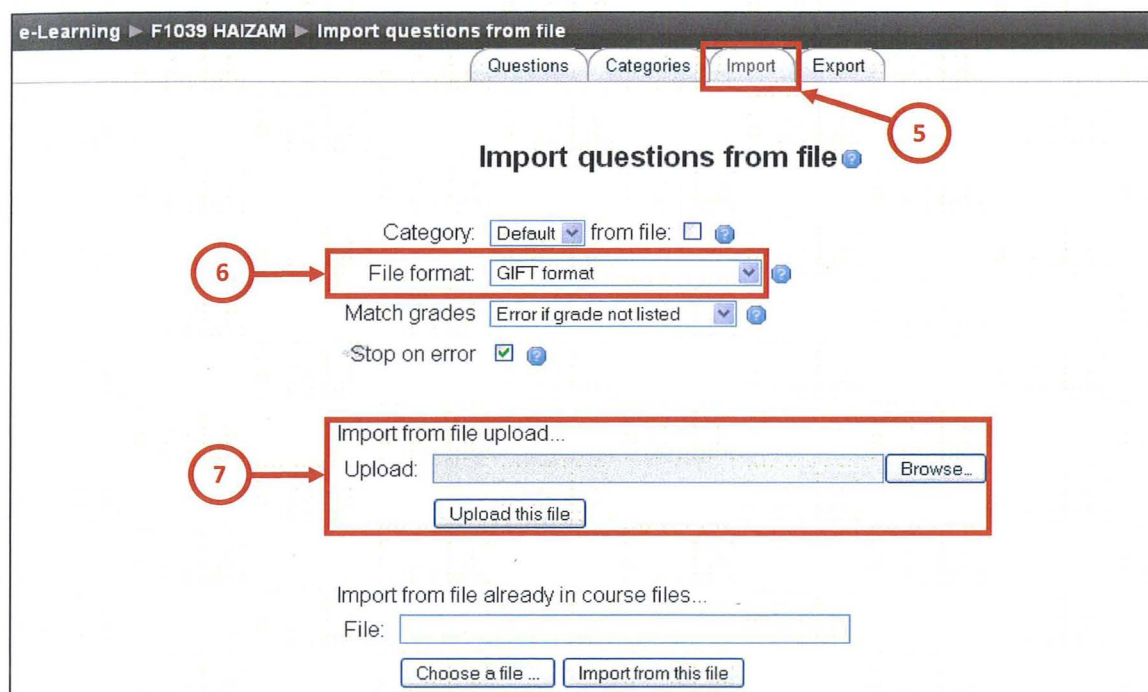
3. **Save As** the file in .txt format (e.g QuizTemplate.txt).



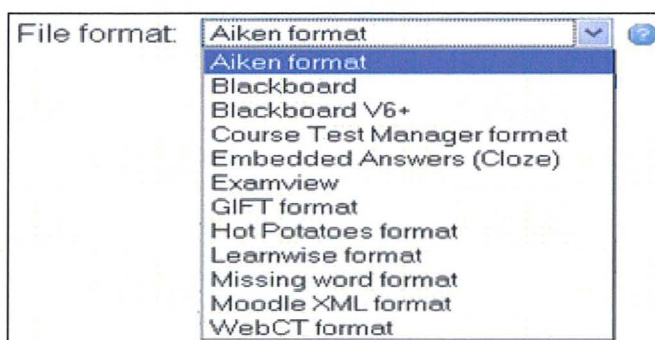
4. Now you have to import the template into the CIDOS **Question bank**. Click **Questions** on the **Administration** block.



5. Click on **Import** tab.



6. Select **Aiken format** from **File Format** dropdown list.



7. Click **Browse** button to search the file, then click **Upload this file** button.

Import from file upload...

Upload:

8. The questions will be displayed. Click **Continue** button to proceed.

e-Learning ► F1039 HAIZAM ► Import questions from file

Questions Categories Import Export

Parsing questions from import file.

Importing 6 questions from file

1. What is a program?
2. Which one is NOT the basic concept of programming?
3. An accuracy of the calculations in the program is referring to:
4. Indicate, which is NOT the component of program structure?
5. Indicate, which is NOT the output of program.
6. What is the purpose of program documentation?

9. The question will display at the **Question bank**.

e-Learning ► F1039 HAIZAM ► Edit questions

Questions Categories Import Export

Question bank

Category:

☒ Display questions from sub-categories too

☐ Also show old questions

☐ Show question text in the question list

The default category for questions.

Create new question:

Action	Question name	Type
☐	Essay Question	☐
☐	Matching Question	☐
☐	Multiple Choice Question	☐
☐	Short Answer Question	☐
☐	True/False Question	☐
☐	Speed Calculator	☐
☐	Quiz - Math 1	☐
☐	What is a program?	☐
☐	Which one is NOT the basic concept of programming?	☐
☐	An accuracy of the calculations in the program is	☐
☐	Indicate, which is NOT the component of program st	☐
☐	Indicate, which is NOT the output of program.	☐
☐	What is the purpose of program documentation?	☐

Select all / Deselect all

With selected:

7. Click **Browse** button to search the file, then click **Upload this file** button.

Import from file upload...

Upload:

8. The questions will be displayed. Click **Continue** button to proceed.

e-Learning ► F1039 HAIZAM ► Import questions from file

Questions Categories Import Export

Parsing questions from import file.

Importing 6 questions from file

1. What is a program?
2. Which one is NOT the basic concept of programming?
3. An accuracy of the calculations in the program is referring to:
4. Indicate, which is NOT the component of program structure?
5. Indicate, which is NOT the output of program.
6. What is the purpose of program documentation?

8

9. The question will display at the **Question bank**.

e-Learning ► F1039 HAIZAM ► Edit questions

Questions Categories Import Export

Question bank

Category:

☒ Display questions from sub-categories too

☐ Also show old questions

☐ Show question text in the question list

The default category for questions.

Create new question:

Action Question name

Action	Question name	Type
☐	Essay Question	☐
☐	Matching Question	☐
☐	Multiple Choice Question	☐
☐	Short Answer Question	☐
☐	True/False Question	☐
☐	Speed Calculator	☐
☐	Quiz - Math 1	☐
☐	What is a program?	☐
☐	Which one is NOT the basic concept of programming?	☐
☐	An accuracy of the calculations in the program is	☐
☐	Indicate, which is NOT the component of program st	☐
☐	Indicate, which is NOT the output of program.	☐
☐	What is the purpose of program documentation?	☐

Select all / Deselect all **With selected:**

9

[illegible]

10. The question will display at the question bank.

Questions in this quiz

No questions have been added yet

Question bank

Category: Default Edit categories

☒ Display questions from sub-categories too
☐ Also show old questions
☐ Show question text in the question list

The default category for questions.

Create new question: Choose...

Action	Question name	Sort by type, name
<< ☐	Essay Question	
<< ☐	Matching Question	
<< ☐	Multiple Choice Question	
<< ☐	Short Answer Question	

Select all / Deselect all **With selected:**

◀ Add to quiz Delete Move to >> Default

Add 1 random questions Add

E) True/False

1. Click on **Create new question** dropdown list and choose **True/False**.
2. Form to add **True/False question** will be displayed.
3. Fill out **Question name**.
4. Write your question in the **Question text**.
5. Set a value for the correct answer in **Default question grade**.
6. Click on **Correct answer** dropdown list and choose the correct answer for the question either **True** or **False**. Give a **Feedback** if there any.
7. Click on **Save changes** button.

e-Learning > F1039 HAIZAM > Editing quiz > Editing a True/False question

Editing a True/False question

General

Category: Default

Question name* True/False Question 3

Question text

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

URL means Uniform Resource Locator 4

Path: body

Format: HTML format

Image to display: No images have been uploaded to your course yet

Default question grade* 1 5

Penalty factor: 1

General feedback

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Path: body

Correct answer: True

Feedback for the reponse 'True':

Trebuchet 1 (8 pt) Lang B I U S x₂ x²

Your answer is CORRECT. Congrats! 6

Path: body

Feedback for the reponse 'False'.

Trebuchet 1 (8 pt) Lang B I U S x₂ x² [Icons]

Your answer is **INCORRECT**.

Path: body » span » span

Save changes Cancel

There are required fields in this form marked*

6

7

8. The question will display at the question bank.

Questions in this quiz

No questions have been added yet

Question bank

Category: Default Edit categories

☒ Display questions from sub-categories too

☐ Also show old questions

☐ Show question text in the question list

The default category for questions.

Create new question: Choose...

Action	Question name	Type
<< [Icon] [Icon]	Essay Question	☐
<< [Icon] [Icon]	Matching Question	☐
<< [Icon] [Icon]	Multiple Choice Question	☐
<< [Icon] [Icon]	Short Answer Question	☐
<< [Icon] [Icon]	True/False Question	☐

Select all / Deselect all With selected:

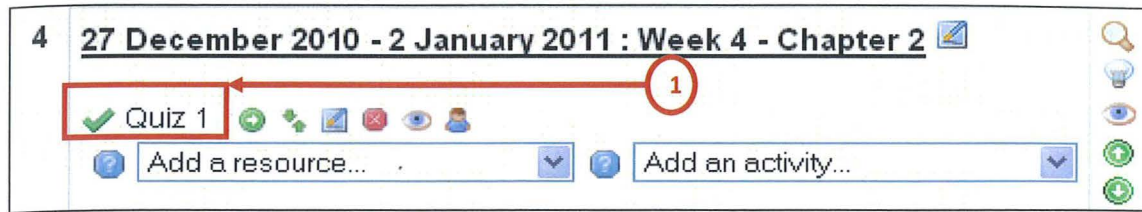
Add to quiz Delete Move to >> Default

Add 1 random questions Add

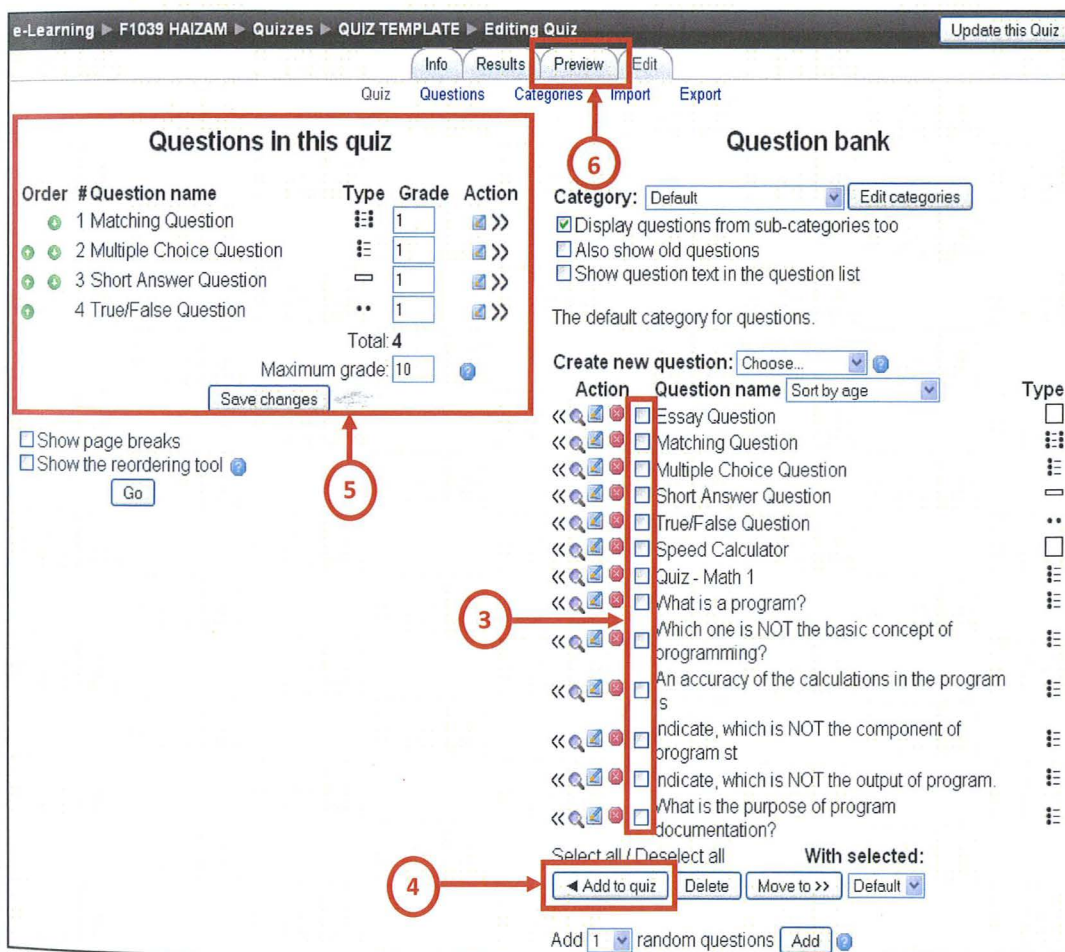
10

6.5.2 Adding Question to a Quiz

1. Click **Quiz 1** on the platform.



2. Interface of **Question Bank** will be displayed.
3. Tick on ☒ **Question name** that you want to add.
4. Click on **Add to quiz** button.
5. After you have added questions to the quiz, they will appear on the left of the page.



6. Click on the **Preview** tab to preview the questions.

7. Page of Preview Quiz 1 will appear.

e-Learning ▶ F1039 HAIZAM ▶ Quizzes ▶ Quiz 1 ▶ Attempt 1
Update this G

Info
Results
Preview
Edit

Note: This quiz is not currently available to your students

Preview Quiz 1

Start again

1

Matching the **type of application software** with the **example of application software**;

Marks: --/1

Presentation software	Choose...
Word processing software	Choose...
Spreadsheet software	Choose...

Submit

2

The following are the basic features of database software EXCEPT;

Marks: --/1

Choose one answer.

- ☐ a. Generating formatted reports with subtotals and totals
- ☐ b. Perform printing of the presentation slides
- ☐ c. Database maintenance (add, delete, revise records)
- ☐ d. Sorting records by key field

Submit

3

What is the THREE levels of PC connection to the internet?

Marks: --/1

Answer:

Submit

4

URL means Uniform Resource Locator

Marks: --/1

Answer:

- ☐ True
- ☐ False

Submit

Save without submitting
Submit page
Submit all and finish

Time Remaining
0:14:10

8. The quiz will look like below.

LECTURER VIEW

e-Learning > F1039 HAIZAM > Quizzes > Quiz 1 [Update this Quiz](#)

Info Results Preview Edit

Quiz 1

Instruction: Answer all the questions in 15 minutes

Grading method: Highest grade

Time limit: 15 mins

Quiz opens: Friday, 25 February 2011, 12:30 PM

Quiz closes: Friday, 25 February 2011, 01:00 PM

STUDENT VIEW

e-Learning > F1039 HAIZAM > Quizzes > Quiz 1

Quiz 1

Instruction: Answer all the questions in 15 minutes

Grading method: Highest grade

Time limit: 15 mins

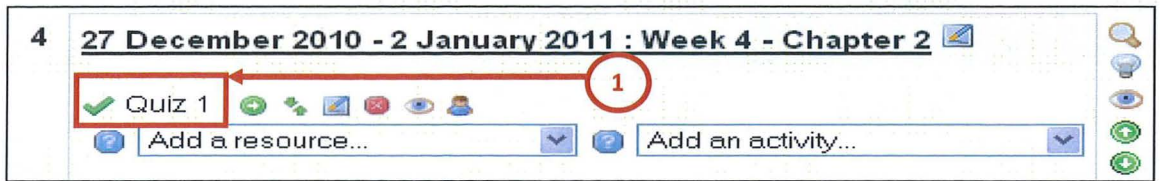
Quiz opens: Friday, 25 February 2011, 12:30 PM

Quiz closes: Friday, 25 February 2011, 01:00 PM

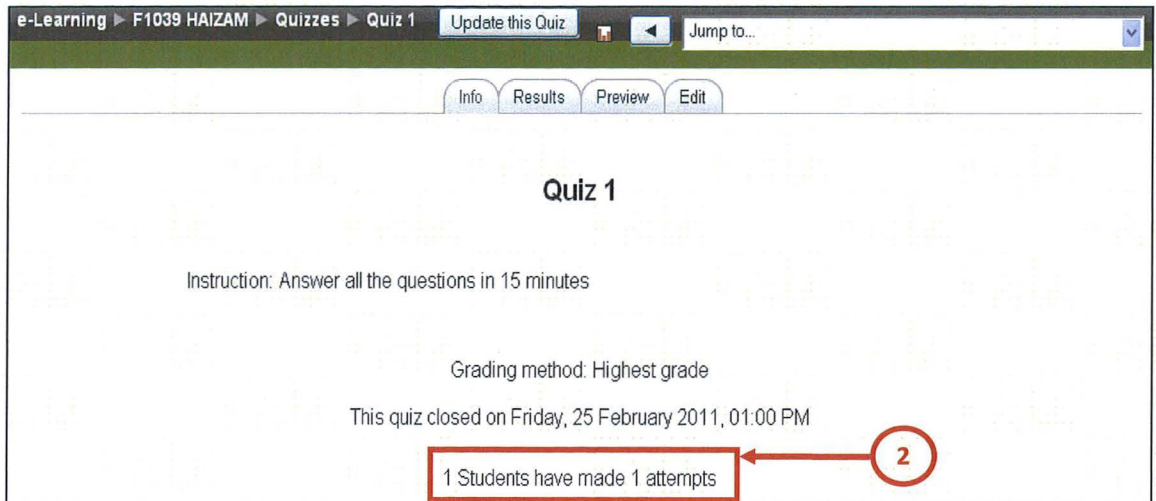
[Attempt quiz now](#)

6.5.3 Review Quiz

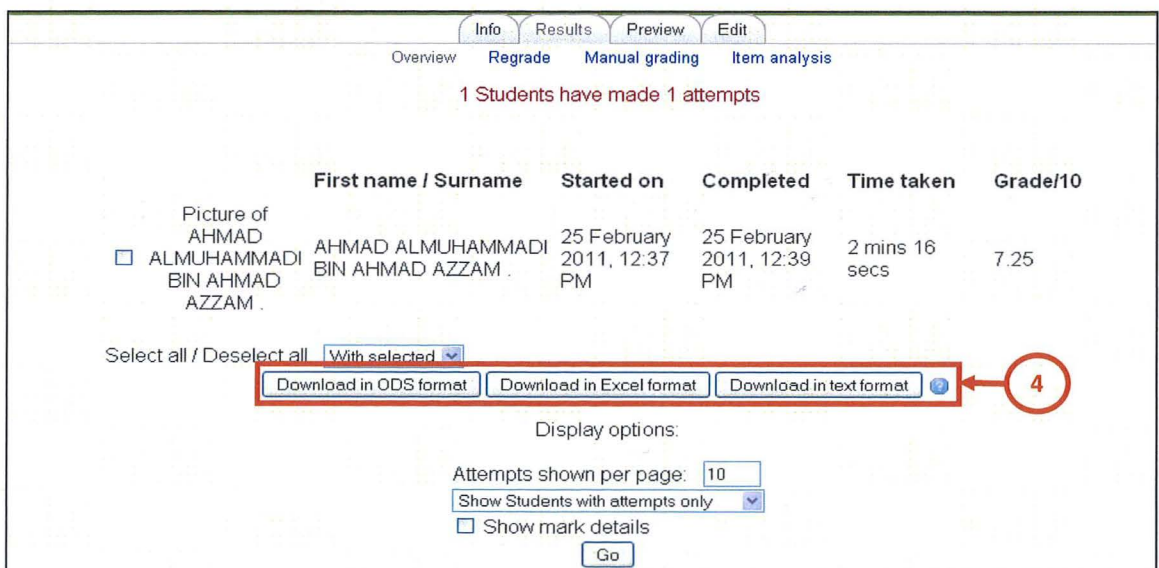
1. Click on the **Quiz 1**.



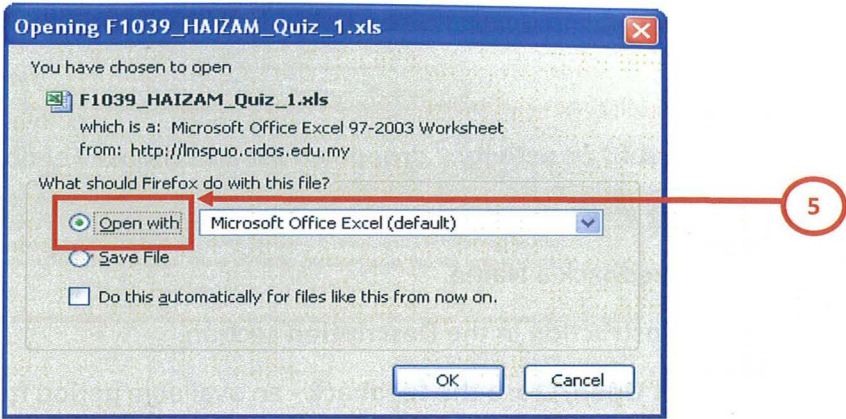
2. Information of **Quiz 1** will be displayed. Click on **1 Students have made 1 attempts**.



3. The detail of the quiz will be display (name, date, time & time taken).
4. Click on **Download in Excel format** button to open the data of students who took the quiz in **Microsoft Excel file (Download in ODS format - file in ODS format and Download in text format - file in text format).**



5. Tick at **Open with** radio button and click **OK** button to open it.



6. The result will be easier to view and can be edit.

	A	B	C	D	E	F
1	Name	Started on	Completed	Time taken	Grade/10	
2	AHMAD ALMUHAMMADI BIN AHMAD AZZAM	25 February 2011, 12:37 PM	25 February 2011, 12:39 PM	2 mins 16 secs	7.25	
3						
4						

6.6 Feedback

- *Allows create and conduct surveys to collect feedback from students.*

6.6.1 Adding a Feedback.

1. Click on the **Add an activity...** dropdown list and choose **Feedback**.
2. Form **Adding a new feedback** will be displayed.
3. Give your **Feedback** a **Name**.
4. Write your instruction in the **Description** section.
5. Set timing at **Open/Close the feedback** - an available period for responses (optional).
6. Choose **Record User Names** (optional) –**Anonymous, Users' Names Will Be Logged and Shown With Answers**.
7. Select **Yes/No** for **Show analysis to students**. The summary results can view by respondents or only by the lecturers (optional).
8. Fill out the form and click on **Save and return to course** button.

? Adding a new Feedback to topic 4

General

3

Name* Feedback - Teaching & Learning Evaluation

Description*

4

Hi, I want to get some information about my Teaching & Learning process during the class. It can be my strengths or weaknesses. These will help me to improve my T&L in the future. Thank you.

Path: body > span

?

Group* All

Timing

5

Open the feedback at ☐ 25 February 2011 14:00

Close the feedback at ☐ 25 February 2011 14:00

Feedback options

6

Record User Names Anonymous

7

Show analysis to students No

Send E-Mail-Notifications No

Multiple submit No

For anonymous polls allow unlimited answers for every user.
For polls where user name is logged allow users to resubmit there answers.

After submitting

Page after submit

Thank you a lots for your cooperation.

Path: body

?

Common module settings

Group mode No groups

Visible Show

8

Save and display

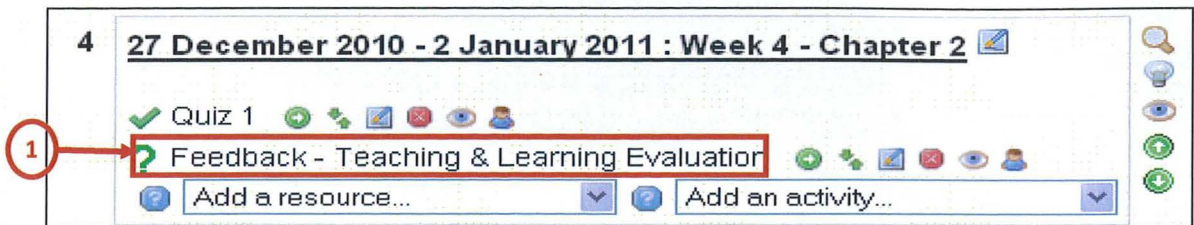
Save and return to course

Cancel

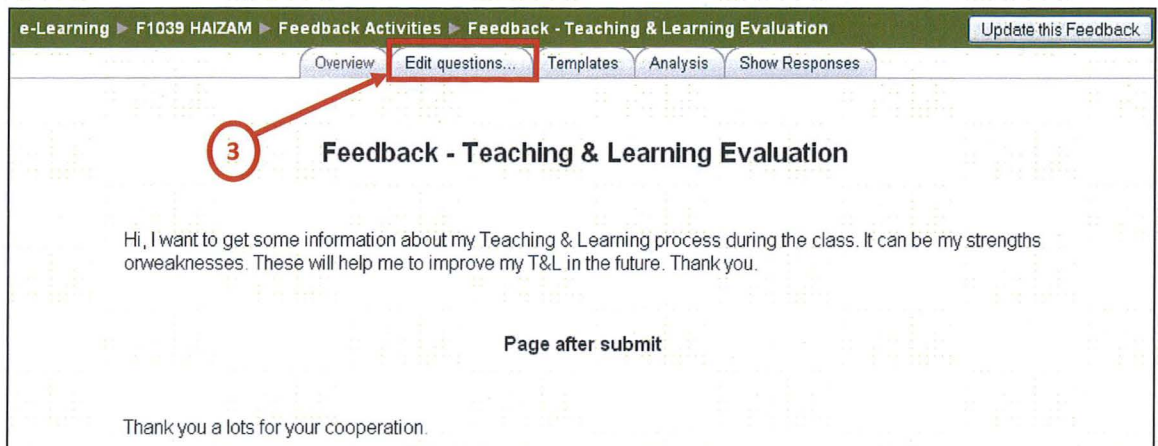
There are required fields in this form marked*.

6.6.2 Adding Feedback Questions.

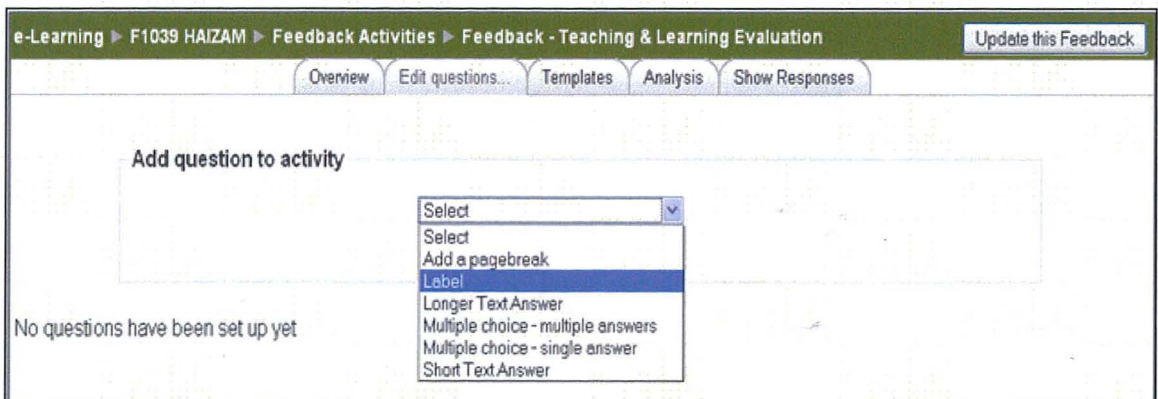
1. Click on **Feedback – Teaching & Learning Evaluation**.



2. Interface of feedback will be displayed.
3. Click on **Edit questions...** tab.



4. Select **Label** from **Add question to activity** dropdown list. It's good if you already have a draft of questions to build the feedback quickly.



5. Page of label will be displayed.

6. Fill out your **Label** text box and click on **Save Question** button.

The screenshot shows the 'Feedback - Teaching & Learning Evaluation' form. At the top, there's a breadcrumb trail: 'e-Learning > F1039 HAIZAM > Feedback Activities > Feedback - Teaching & Learning Evaluation'. Below this is a 'Label' section with a text box containing 'Write your comments below:'. A red box highlights this text box, with an arrow pointing to it from a red circle labeled '6i'. Below the text box is a 'Path: body' field and a 'Position' dropdown menu set to '1'. A red box highlights the 'Save Question' button, with an arrow pointing to it from a red circle labeled '6ii'.

7. Let's say you want to add two questions – **My strengths** and **My weakness** by using **Longer Text Answer**. Repeat steps 4 -6.

The screenshot shows the 'Feedback - Teaching & Learning Evaluation' form. The 'Question' type is set to 'Longer Text Answer (Required)'. The 'Question' field contains 'My strengths'. A red box highlights the 'Longer Text Answer' type, with an arrow pointing to it from a red circle labeled '7'. Another red box highlights the 'Question' field, with an arrow pointing to it from the same red circle. A third red box highlights the 'Save Question' button, with an arrow pointing to it from the same red circle.

The screenshot shows the 'Feedback - Teaching & Learning Evaluation' form. The 'Question' type is set to 'Longer Text Answer (Required)'. The 'Question' field contains 'My weakness'. A red box highlights the 'Longer Text Answer' type, with an arrow pointing to it from a red circle labeled '7'. Another red box highlights the 'Question' field, with an arrow pointing to it from the same red circle. A third red box highlights the 'Save Question' button, with an arrow pointing to it from the same red circle.

8. Your template as below.

The screenshot shows the 'Feedback - Teaching & Learning Evaluation' form. At the top, there's a breadcrumb trail: 'e-Learning > F1039 HAIZAM > Feedback Activities > Feedback - Teaching & Learning Evaluation'. Below this is a 'Preview' section. The 'Add question to activity' section has a 'Select' dropdown and an 'Add question to activity' button. The 'Preview' section shows two questions: '1.) My strengths' and '2.) My weakness', each with a text box and a 'Position' label. The 'Position' labels are '(Position:1)', '(Position:2)', and '(Position:3)'.

9. The **Feedback** will look like this.

LECTURER VIEW

e-Learning ▶ F1039 HAIZAM ▶ Feedback Activities ▶ Feedback - Teaching & Learning Evaluation
Update this Feedback

Overview Edit questions... Templates Analysis Show Responses

Feedback - Teaching & Learning Evaluation

Hi, I want to get some information about my Teaching & Learning process during the class. It can be my strengths or weaknesses. These will help me to improve my T&L in the future. Thank you.

Page after submit

Thank you a lots for your cooperation.

STUDENT VIEW

e-Learning ▶ F1039 HAIZAM ▶ Feedback Activities ▶ Feedback - Teaching & Learning Evaluation

Feedback - Teaching & Learning Evaluation

Hi, I want to get some information about my Teaching & Learning process during the class. It can be my strengths or weaknesses. These will help me to improve my T&L in the future. Thank you.

Answer the questions...

e-Learning ▶ F1039 HAIZAM ▶ Feedback Activities ▶ Feedback - Teaching & Learning Evaluation

Feedback - Teaching & Learning Evaluation

Mode: Anonymous

Write your comments below:

1.) My strengths

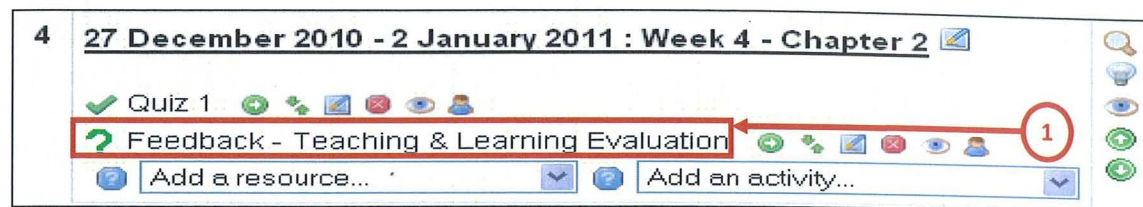
2.) My weakness

Submit Your Answers

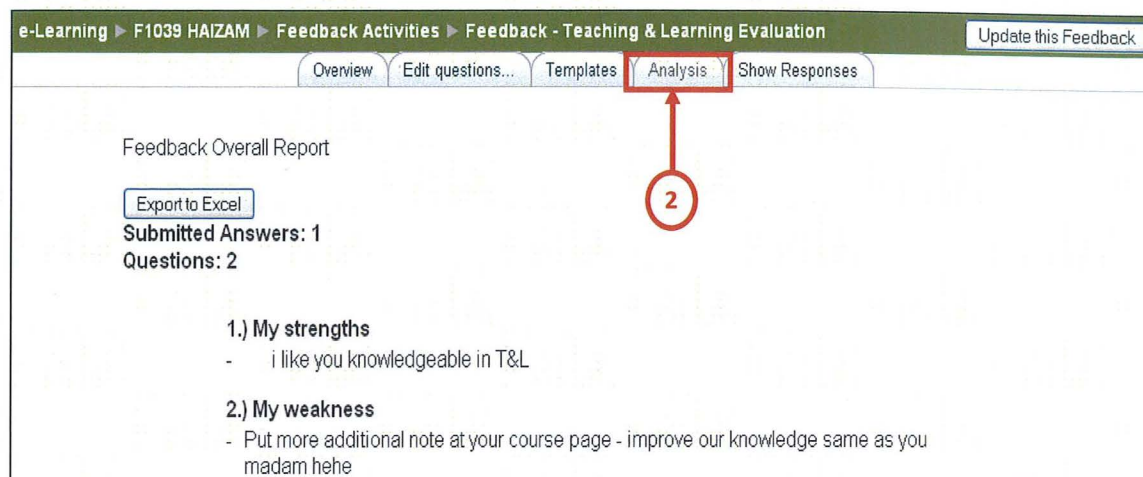
Cancel

6.6.3 Review Feedback

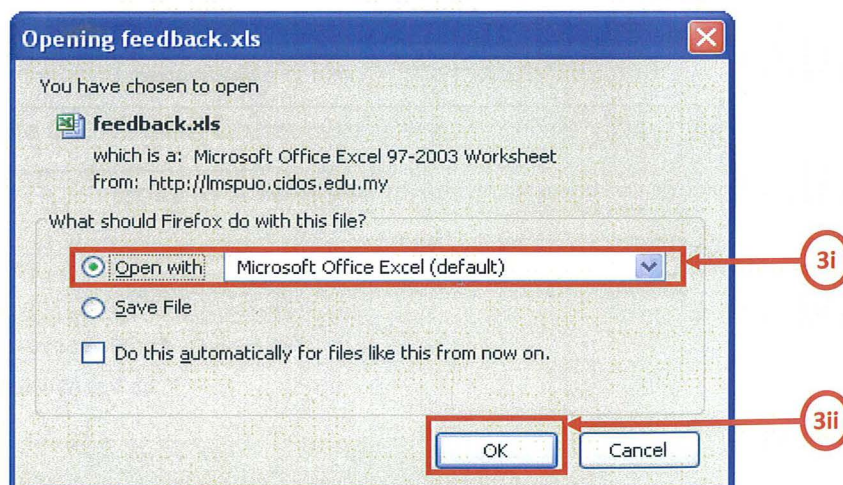
1. Click on **Feedback – Teaching & Learning Evaluation**.



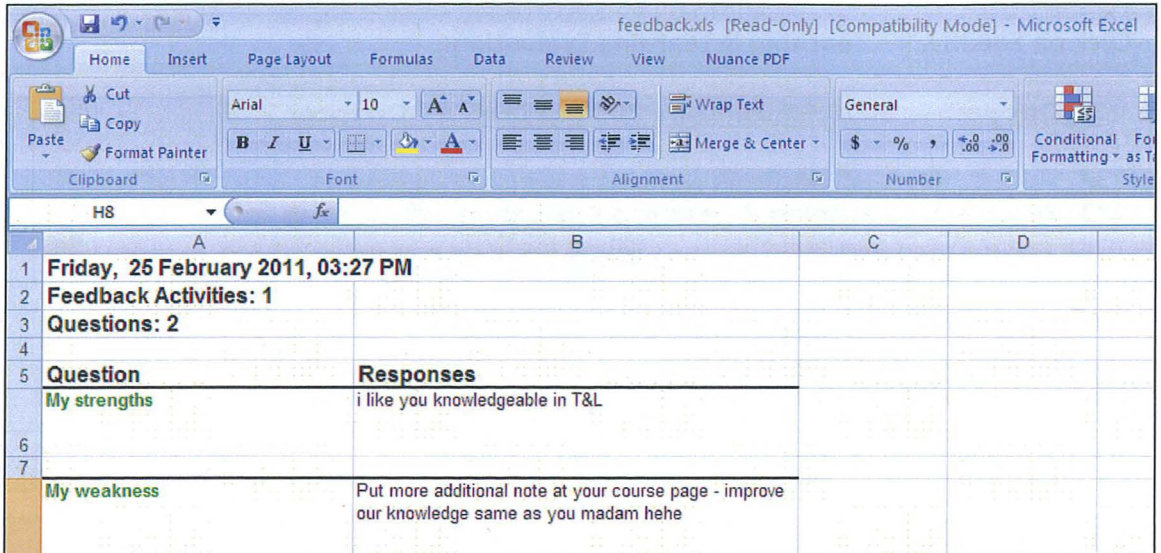
2. Click on **Analysis** tab. It shows your student's feedback.



3. Click **Export to Excel** button to view in **Excel** format and tick **Open with** then click **OK**.



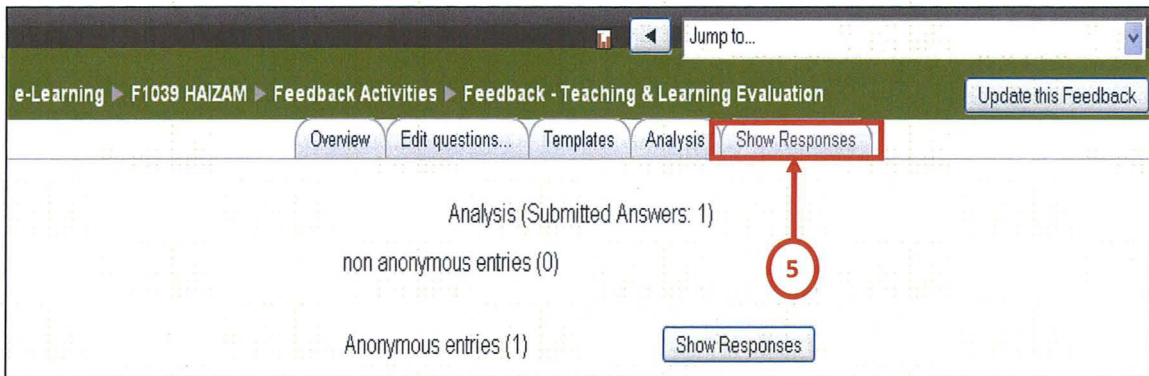
4. Your feedback will convert to Excel file.



The screenshot shows a Microsoft Excel spreadsheet titled 'feedback.xls [Read-Only] [Compatibility Mode] - Microsoft Excel'. The spreadsheet contains the following data:

	A	B	C	D
1	Friday, 25 February 2011, 03:27 PM			
2	Feedback Activities: 1			
3	Questions: 2			
4				
5	Question	Responses		
6	My strengths	i like you knowledgeable in T&L		
7	My weakness	Put more additional note at your course page - improve our knowledge same as you madam hehe		

5. Click on **Show Responses** tab to view who and how many respondents do you have.



The screenshot shows the 'e-Learning' interface with the following elements:

- Breadcrumb: e-Learning > F1039 HAIZAM > Feedback Activities > Feedback - Teaching & Learning Evaluation
- Buttons: Overview, Edit questions..., Templates, Analysis, **Show Responses** (highlighted with a red box and a red arrow pointing to it with the number 5), Update this Feedback
- Text: Analysis (Submitted Answers: 1)
- Text: non anonymous entries (0)
- Text: Anonymous entries (1)
- Button: Show Responses

6.7 Math Notation in Assignment and Quiz

- Allows add mathematic notations in assignment and quiz using **DragMath Equation** editor.

- Let's say you want to add a **Multiple Choice** quiz. Same as build a quiz before, choose **Quiz** from **Add an activity...** dropdown list.
- Fill out the form and click on **Save and return to course** button.

✓ Adding a new Quiz to topic 4

General

Name* Quiz B1009 Mathematics

Introduction

Trebuchet 1 (8 pt) Lang **B I U S** x_2 x^2

Instruction: This is the mathematics question. You need to use scientific calculator.

- Click at **Quiz B1009 Mathematics**.

4 27 December 2010 - 2 January 2011 : Week 4 - Chapter 2

✓ Quiz 1

? Feedback - Teaching & Learning Evaluation

✓ **Quiz B1009 Mathematics**

Add a resource... Add an activity...

- Select **Multiple Choice** from **Create new question** dropdown list. Click on  icon.

Editing a Multiple Choice question

General

Category Default

Question name* Quiz - Math 1

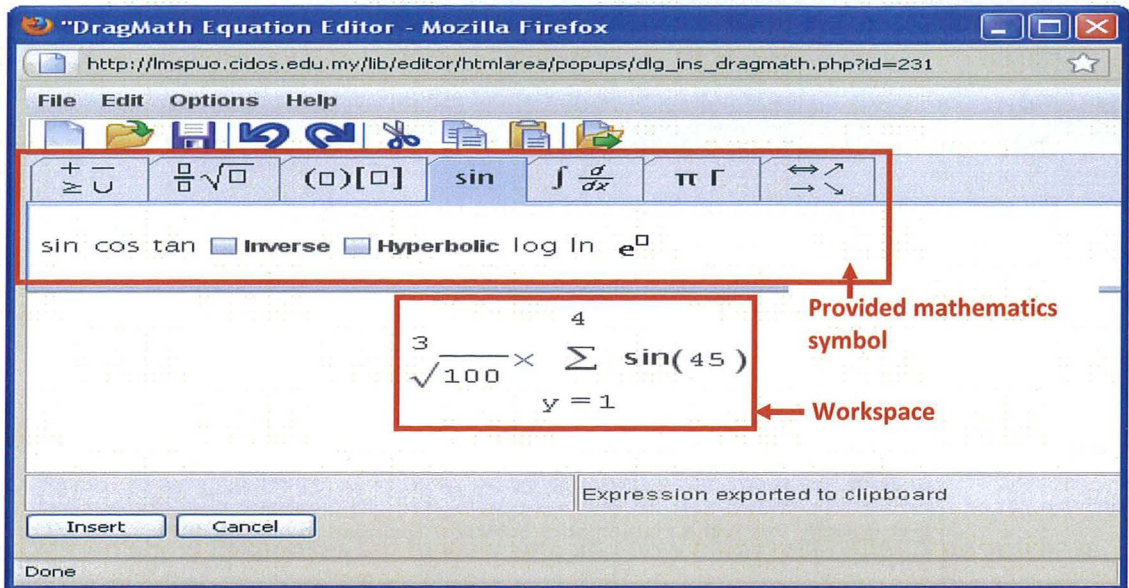
Question text

Trebuchet 1 (8 pt) Lang **B I U S** x_2 x^2

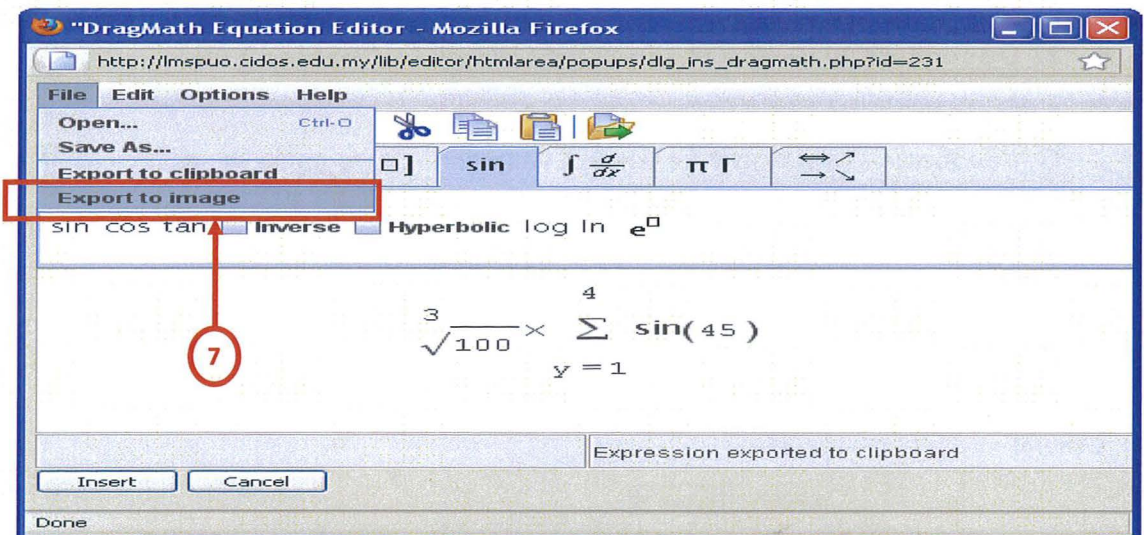
Get the correct value of

- The **DragMath Equation** editor will be displayed.

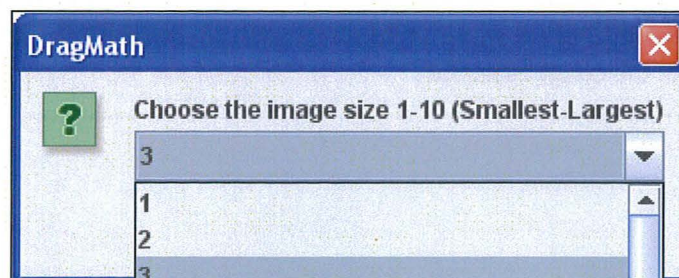
6. Type your mathematics notation on the workspace by using the provided mathematics symbol.



7. Click on File > Export to Image.



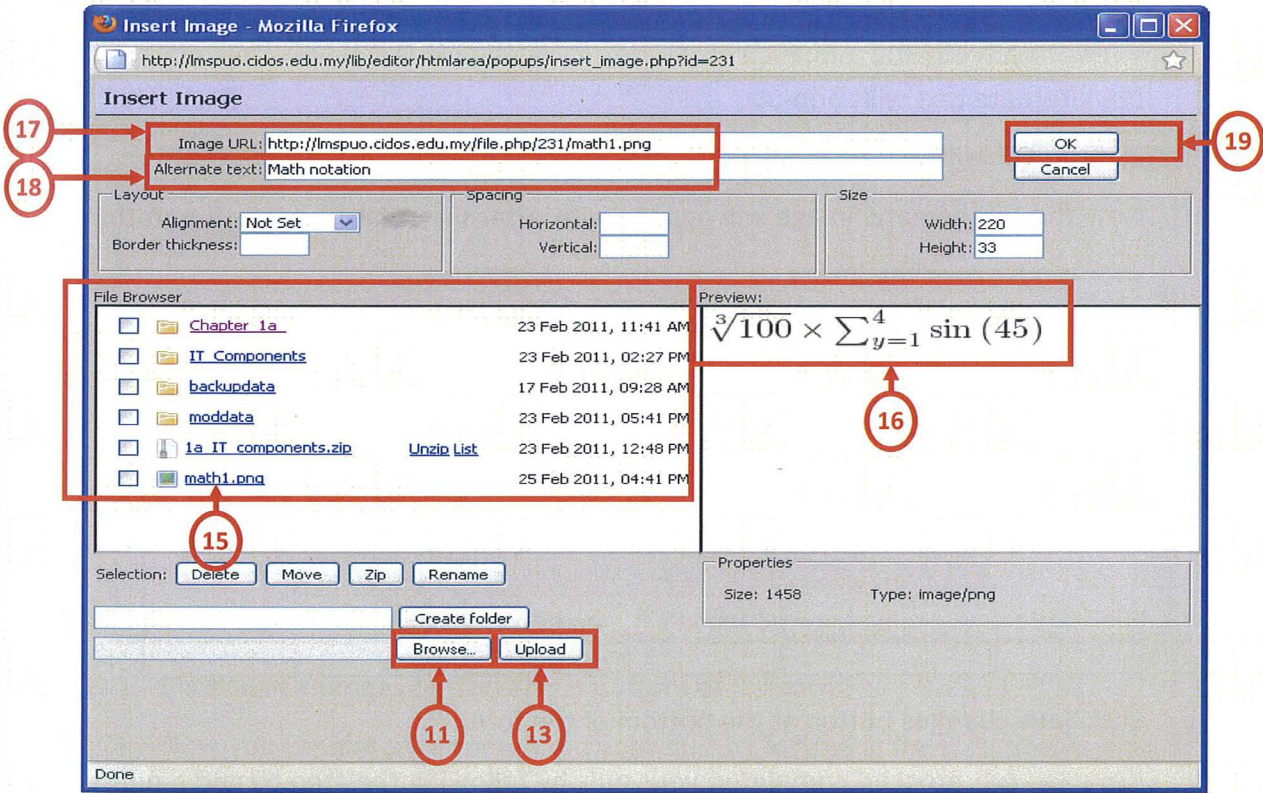
8. Choose the image size (e.g. 3) then click OK button. A generated image will be displayed in a new internet window/tab.



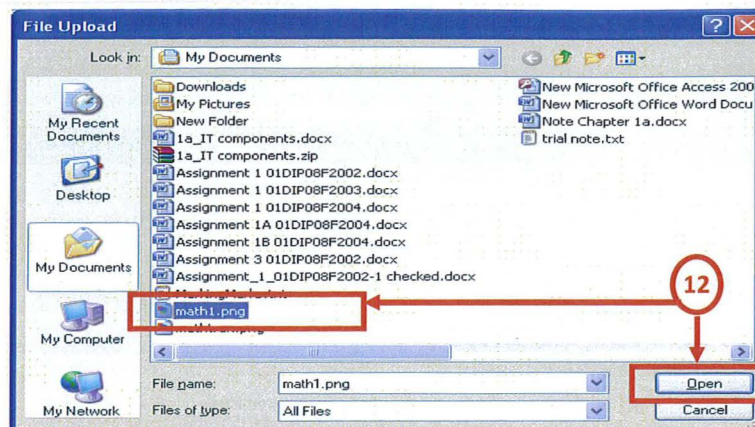
9. Right click on the image, choose **Save Image As..**, and select the directory (e.g. My Documents) to save the image (e.g. math1.png). Then close the **mathtran** tab by clicking at .



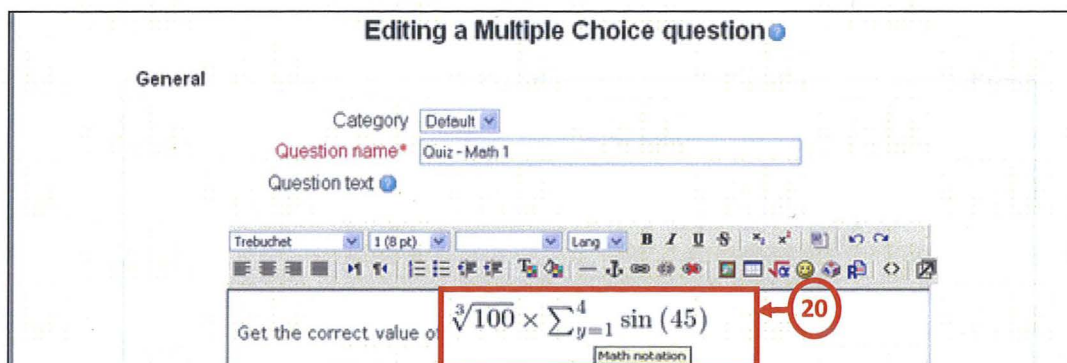
10. In the editor box, click on  icon, a popup window to insert image will be displayed.
11. Click on **Browse** button.



12. Choose the image you saved earlier then click **Open** at **File Upload** message box.



13. The selected file will appear in **Browse** text box then click on **Upload** button.
14. The uploaded file will be displayed in **File Browser** box.
15. Choose the image file from **File Browser** by clicking on the file name.
16. The image will be displayed in **Preview** section.
17. The directory of the image will be displayed at **Image URL**.
18. Fill out the **Alternate text** (mandatory) – the function is when you mouse over the image, the alternate text will pop-up.
19. Click on **OK** button.
20. Now the mathematic image will appear with **Alternate text** (e.g. **Math notation**) when your mouse over the image.

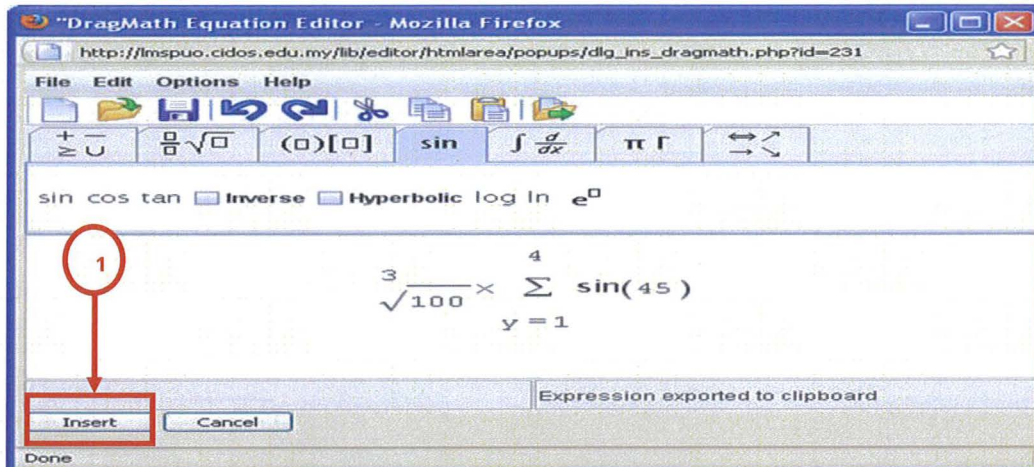


21. Click **Save changes** button at the bottom of the form.
22. Now you can proceed completed your quiz by following the step to add a question in a quiz same as before (refer subtopic **6.5.2 Adding Question to a Quiz**).

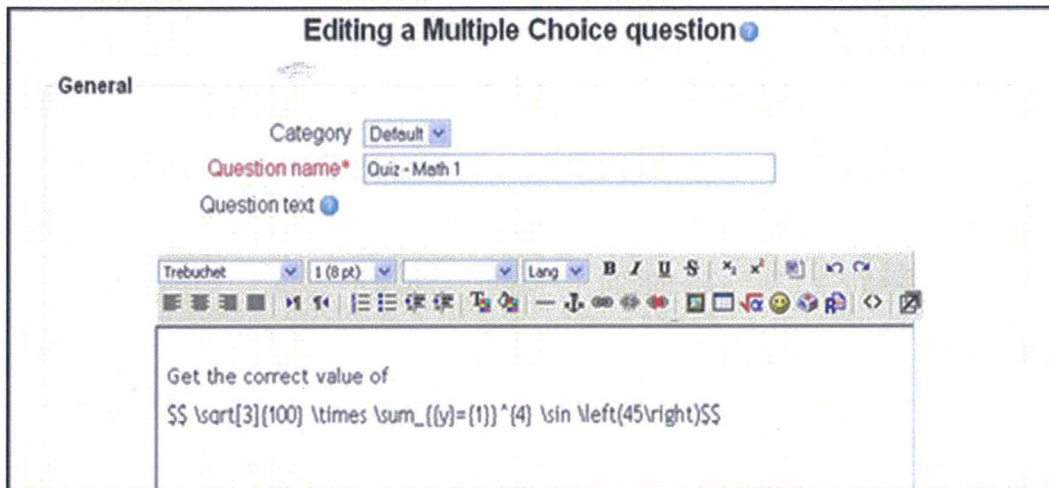
NOTE:

There are 2 ways to use **DragMath equation**, whether you want to convert it to image (step 7 - 20) **OR** you can easily just insert it to question as below;

1. Click **Insert** button to proceed.



2. The equation will automatically insert in the question, but you have to **Preview** to see the actual equation.



3. Click **Save changes** button at the bottom of the form.
4. Now you can proceed completed your quiz by following the step to add a question in a quiz same as before (refer subtopic **6.5.2 Adding Question to a Quiz**).

7. CURRICULUM EVALUATION

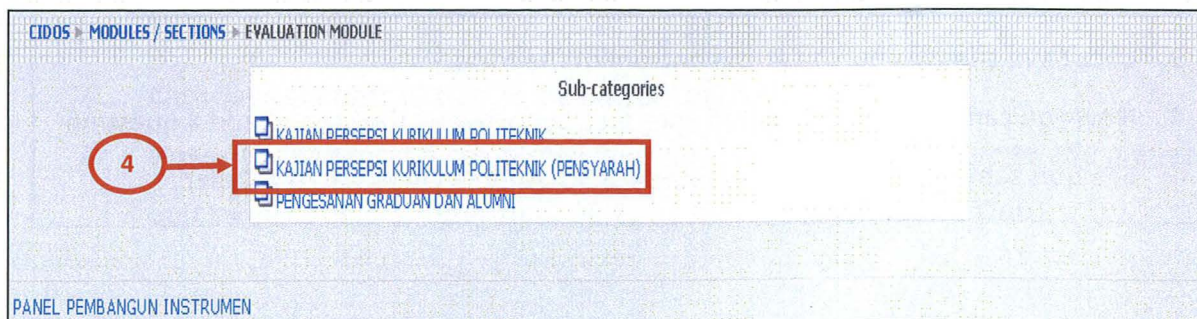
This survey gather information on the perception towards the Course General Information, Course Objectives and the acquirement of Learning Outcomes among polytechnic students as prescribed by the respective programme of studies in Polytechnics.

This survey is meant for the purpose of reviewing syllabus implemented in Polytechnics. The findings will be used for improving the curriculum for the respective programmes offered in Polytechnics.

1. Open **CIDOS** main page, <http://www.cidos.edu.my>.
2. Login to CIDOS by filling the username and password.
3. Click **Curriculum Evaluation**.



4. Click **Kajian Persepsi Kurikulum Politeknik (Pensyarah)**.



5. Click the **department**.

CIDOS > MODULES / SECTIONS > KAJIAN PERSEPSI KURIKULUM POLITEKNIK (PENSYARAH)

Courses	
Jabatan Hospitaliti	Evaluation Report
Jabatan Kejuruteraan Awam	Evaluation Report
Jabatan Kejuruteraan Elektrik	Evaluation Report
Jabatan Kejuruteraan Mekanikal	Evaluation Report
Jabatan Matematik Sains dan Komputer	Evaluation Report
Jabatan Pengajian Am	Evaluation Report
Jabatan Penyelenggaraan Pesawat	Evaluation Report
Jabatan Perdagangan	Evaluation Report
Jabatan Perkapalan	Evaluation Report
Jabatan Petrokimia	Evaluation Report
Jabatan Rekabentuk dan Komunikasi Visual	Evaluation Report
Jabatan Teknologi Makanan	Evaluation Report
Jabatan Teknologi Maklumat dan Komunikasi	Evaluation Report

A red circle with the number 5 and an arrow points to the highlighted department: **Jabatan Teknologi Maklumat dan Komunikasi**.

6. Choose the taught course by clicking it.

CIDOS > JTMK_P

People

- Participants

Activities

- Feedback Activities
- Forums

Search Forums

Go

Advanced search

Administration

- Grades

My courses

- Garis Panduan AKADEMIK
- Jabatan Teknologi Maklumat dan Komunikasi LO Repository
- Teaching & Learning Video Repository
- ELECTRICAL

Topic outline

- News forum

1 TAHAP 1

- F1001 PROGRAMMING FUNDAMENTAL
- F1002 APPLICATION SOFTWARE
- F1020 COMPUTER HARDWARE TECHNOLOGY
- F1021 DIGITAL SYSTEM
- F1022 COMPUTER GRAPHICS
- F1029 PROGRAMMING PRINCIPLES
- F1030 DIGITAL LOGIC
- F1031 COMPUTER HARDWARE
- F1038 COMPUTER APPLICATION
- F1039 FUNDAMENTALS OF INFORMATION**
- F1111 PRINCIPLES OF GAME DESIGN

2 TAHAP 2

- F2010 C++ PROGRAMMING
- F2024 MULTIMEDIA APPLICATION
- F2025 DATABASE APPLICATION
- F2028 OPERATING SYSTEM
- F2032 FUNDAMENTALS OF OPERATING
- F2034 NETWORK FUNDAMENTALS
- F2037 PROGRAMMING FUNDAMENTALS WITH C++
- F2225 DIGITAL MEDIA
- F2802 TELECOMMUNICATION

Latest News

(No news has been posted yet)

Upcoming Events

There are no upcoming events

Go to calendar...

Recent Activity

Activity since Saturday, 9 April 2011, 12:52 PM

Full report of recent activity...

Nothing new since your last login

A red circle with the number 6 and an arrow points to the highlighted course: **F1039 FUNDAMENTALS OF INFORMATION**.

7. Click at **Answer the questions....**

CIDOS > JTMK_P > FEEDBACK ACTIVITIES > F1039 FUNDAMENTALS OF INFORMATION

F1039 FUNDAMENTALS OF INFORMATION

Answer the questions...

8. The evaluation form will be displayed. Read the instruction carefully.

CIDOS > JTMK_P > FEEDBACK ACTIVITIES > F1039 FUNDAMENTALS OF INFORMATION

F1039 FUNDAMENTALS OF INFORMATION

Mode: Anonymous

(*)Answers are required to starred questions.

Title of the Study

Gathering of Lecturers' Feedbacks on Course General Information, Objectives, Learning Outcomes and Syllabus for Certificate and Diploma Programmes in Polytechnics.

Introduction

The purpose of this study is to gather feedbacks and suggestions on syllabus for the relevant courses of study assigned to you for teaching and learning activities in polytechnics. Specifically, we are interested in your opinion on the following items:

- Course General Information
- Course Objectives and
- Course Learning Outcomes

Results from this study will assist the Department of Polytechnic and Community College Education, especially the Curriculum Development and Evaluation Division, to realign and review curriculum for both certificate and diploma programmes in polytechnics. We would appreciate your kindly allocating time to give feedbacks and suggestions on those items. Your responses will be kept confidential and only grouped data will be reported. You will need about 15 to 20 minutes to complete the entire questionnaire.

Direction

Please write your feedbacks and suggestions in each text box provided.

INSTRUCTIONAL DURATION : 15 WEEKS

CREDIT(S) : 2

PRE-REQUISITE(S) : NONE

1.) Comment/suggestion improvement for general information to course*

9. Answer the questions then click **Submit Your Answers** button.

ASSESSMENT

The course assessment is carried out in one section:

i. Continuous Assessment - 100%

ii. Final Examination - 0%

CONTINUOUS ASSESSMENT : (based on 100%) (100%)

This continuous assessment is carried out throughout the semester and comprises of the following:

a. Quiz - minimum 5	10%
b. Assignment - minimum 5	20%
c. Test - minimum 2	
Comprising of two practical tests	30%
d. Lab Work - Minimum 10	20%
e. Mini Project - minimum 2	
Mini project is individual based.	20%

FINAL EXAMINATION : (0%)

10.) Comment/suggestion improvement for evaluation of this course*

Quiz for each topic

The Curriculum Development and Evaluation Division, Department of Polytechnics and Community College Education hereby express our gratitude and appreciation for you cooperation

Submit Your Answers

Cancel

10. Now the evaluation form already submitted. Click **Continue** button to evaluate other courses.

CIDOS > JTMK_P > FEEDBACK ACTIVITIES > F1039 FUNDAMENTALS OF INFORMATION

F1039 FUNDAMENTALS OF INFORMATION

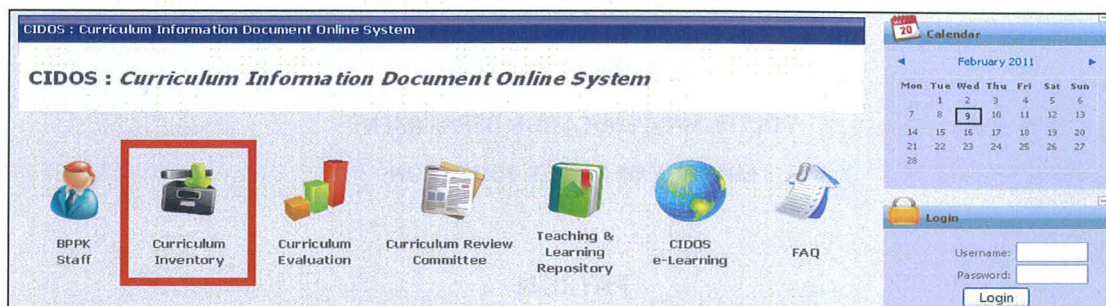
Your answers have been saved. Thankyou.

Continue

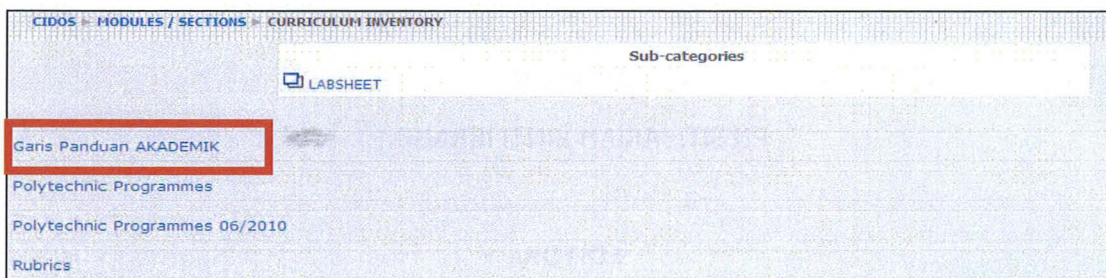
NOTIFICATION

Academic Sector, Department of Polytechnic Education always welcomes any feedback or suggestions to improve the **CIDOS User Manual** (Lecturer and Student) by response it at www.cidos.edu.my:

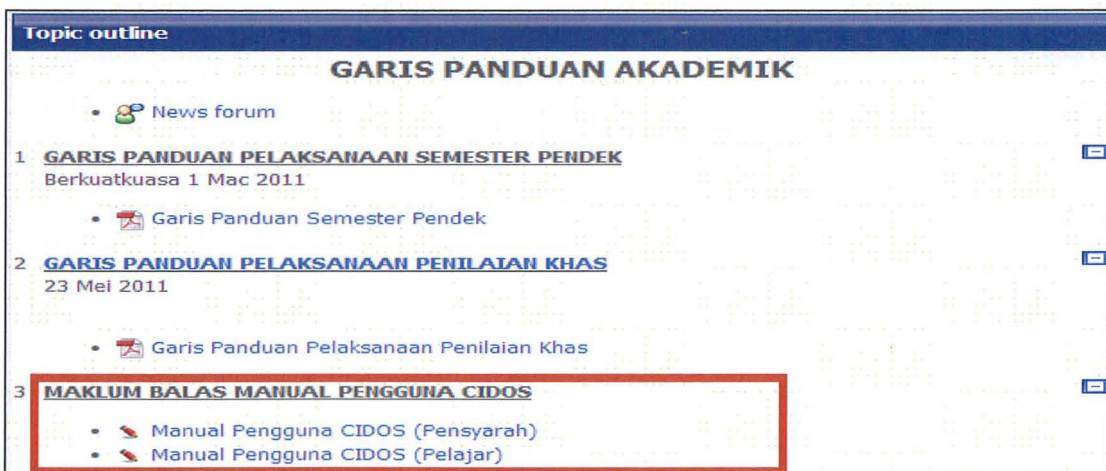
- 1) Log in to **CIDOS** and click **Curriculum Inventory**.



- 2) Click **Garis Panduan AKADEMIK**.



- 3) Click **Manual Pengguna CIDOS** either **Pensyarah** or **Pelajar** to give a comment.



THANK YOU

APPRECIATION

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PATRON

TN HJ MOHD GH AUS BIN AB. KADIR

ADVISOR

PN SITI JARIAH BINTI IBRAHIM

EDITOR

EN HARUN BIN SAHAT

AUTHOR

PN ALINAWATE BINTI ALI

00026430



POLITEKNIK

Jabatan Pengajian Politeknik

ACADEMIC SECTOR
DEPARTMENT OF POLYTECHNIC EDUCATION
MINISTRY OF HIGHER EDUCATION
ARAS 11, HERITAGE OFFICE TOWER, JALAN SB DAGANG
43300 SERI KEMBANGAN, SELANGOR.
TEL: 03-89394447 FAX: 03-89394449
www.politeknik.gov.my