# Enroll Students and Communicate

**Spoken Tutorial Project**
**http://spoken-tutorial.org**
**National Mission on Education through ICT**
**http://www.sakshat.ac.in**

**Tutorial by : Nancy & Priyanka**
**Video Production by: Spoken Tutorial Team**

**03 January, 2019**

**In this tutorial, we will learn how to**

**In this tutorial, we will learn how to**

- **Enroll students who were uploaded via a csv file to a course**

# Learning Objectives

**In this tutorial, we will learn how to**

- **Enroll students who were uploaded via a csv file to a course**
- **Make groups in courses**

# Learning Objectives

**In this tutorial, we will learn how to**

- **Enroll students who were uploaded via a csv file to a course**
- **Make groups in courses**
- **Send messages and notes to the students**

# OS, Web Server and Moodle Versions

**This tutorial is recorded using:**

# OS, Web Server and Moodle Versions

**This tutorial is recorded using:**

- **Ubuntu Linux OS 16.04**

# OS, Web Server and Moodle Versions

**This tutorial is recorded using:**

- **Ubuntu Linux OS 16.04**
- **Apache, MariaDB and PHP obtained through XAMPP 5.6.30**

# OS, Web Server and Moodle Versions

**This tutorial is recorded using:**

- **Ubuntu Linux OS 16.04**
- **Apache, MariaDB and PHP obtained through XAMPP 5.6.30**
- **Moodle 3.3**

# OS, Web Server and Moodle Versions

**This tutorial is recorded using:**

- **Ubuntu Linux OS 16.04**
- **Apache, MariaDB and PHP obtained through XAMPP 5.6.30**
- **Moodle 3.3**
- **Firefox web browser**

# Assumptions

**This tutorial assumes that:**

- **your** site administrator **has registered you as a** teacher

# Assumptions

**This tutorial assumes that:**

- **your** `site administrator` **has registered you as a** `teacher`
- **assigned at least one course to you**

# Assumptions

**It also assumes that:**

- **you have added some course material, assignments and quizzes for your course**

# Assumptions

It also assumes that:

- you have added some course material, assignments and quizzes for your course
- If not, please refer to the relevant Moodle tutorials on http://spoken-tutorial.org

# Add New Students

- **Before we begin, please ask your** `Moodle site administrator` **to add 5-6 users to your Moodle site**

# Add New Students

- **Before we begin, please ask your** `Moodle site administrator` **to add 5-6 users to your Moodle site**
- **You will be adding these new users to your course later**

- **Teachers in** `Moodle` **cannot add new users to the system**

# Permissions for Teachers in Moodle

- **Teachers in** `Moodle` **cannot add new users to the system**
- **They can only enroll users that are already added by the** `site administrator`

# Creation of Groups

- **Let us learn how to make some groups in the course**

# Creation of Groups

- **Let us learn how to make some groups in the course**
- **These groups will help us assign students for group activities**

# Creation of Groups

- **Let us learn how to make some groups in the course**

- **These groups will help us assign students for group activities**

- **I will make 2 groups** - Explorers **and** Creators

# Assignment

- **Add a new group called** `Creators`
- **Assign 2 new users to that group**

# Summary

**In this tutorial we learnt how to**

- **Enroll users in a course**
- **Make groups in a course**
- **Send messages and notes to students**

# Assignment

- **Enroll all the users that were created by the** `Moodle site admin` **earlier to the** `Calculus` **course**
- **Add new students to the existing groups and send them a welcome message**

# Assignment

- **Then send notes to the students**
- **Refer to the `Assignment` link of this tutorial for details**

# About the Spoken Tutorial Project

- Watch the video available at http://spoken-tutorial.org /What_is_a_Spoken_Tutorial

- It summarises the Spoken Tutorial project

- If you do not have good bandwidth, you can download and watch it

# Spoken Tutorial Workshops

**The Spoken Tutorial Project Team**

- **Conducts workshops using spoken tutorials**
- **Gives certificates to those who pass an online test**
- **For more details, please write to contact@spoken-tutorial.org**

# Forum for specific questions

- **Do you have questions in THIS Spoken Tutorial?**
- **Please visit http://forums.spoken-tutorial.org**
- **Choose the minute and second where you have the question**
- **Explain your question briefly**
- **Someone from our team will answer them**

# Acknowledgements

- **Spoken Tutorial Project is a part of the Talk to a Teacher project**
- **It is supported by the National Mission on Education through ICT, MHRD, Government of India**
- **More information on this Mission is available at http://spoken-tutorial.org /NMEICT-Intro**