





Organizing a Week of Content

Moodle is organized around a main course page from which every element of the course is accessible. We recommend breaking each week of content into its own content area within Moodle's main course page. If you wish, you may include calendar dates within your weekly titles to indicate when students will work on each week.

Within the weekly content area, content elements can be inserted as items. Note that each element is labeled according to the week in which it appears. Future weeks should follow a similar ordering of elements, beginning with an overview, followed by lesson content, and the associated learning activities.

Week 1: Topic Title

- +  Weekly Introduction and Overview
- +  Week 1 Lesson 1: Lesson Title
- +  Week 1 Discussion: Title
- +  Week 1 Assignment: Title

Sample Weekly Overview Page

The overview page should include elements that orient students to the purpose and content of the week. A typical weekly overview page might consist of the following:

1. A brief written or video introduction
2. Learning objectives
3. Readings
4. The learning activities due for the week

Weekly Introduction and Overview

Weekly Introduction

Welcome to this course! In this week, you will learn....

Learning Objectives

- Place student-facing objectives for the week here.
- Limit objectives to measurable outcomes.

Required Reading

- Your text, pp 22-45

Learning Activities Table



Week 1 Learning Activities	Due Date
Week 1 Discussion: Title	Initial Post: Day 4 Responses: Day 7
Week 1 Assignment: Title	Day 7

Sample Student Resources

Your course space should include easy-to-find links to resources. Some recommended items include the syllabus, a link to instructor Q&A board, Help Desk Contact Information, and links to technical resources.

Direct students to check announcements regularly.

Sample Student Resources

- +  **Announcements**
- +  **Ask the Instructor**
- +  **Syllabus**
- +  **Help Desk Information**
- +  **Technical Resources**

Calendar Integration for LMS

Moodle has a course calendar function that can be enabled in the course administration settings. Check with your LMS administrator to enable this feature.

Setting due dates on your activities will cause these to show up on the calendar. Due dates can also be added manually to the calendar. For example, setting a due date in an assignment like this:


▼ Availability

Allow submissions from 17 March 2020 14 50 Enable

Due date 1 April 2020 00 00 Enable

Will show up in the calendar like this:

◀ February 2020 March 2020 April 2020 ▶

Mon	Tue	Wed	Thu	Fri	Sat	Sun
						1  Assign...

Due dates can also be added manually to the calendar by pressing the **New Event** button in the calendar.