

# Moodle Export: Tip sheet

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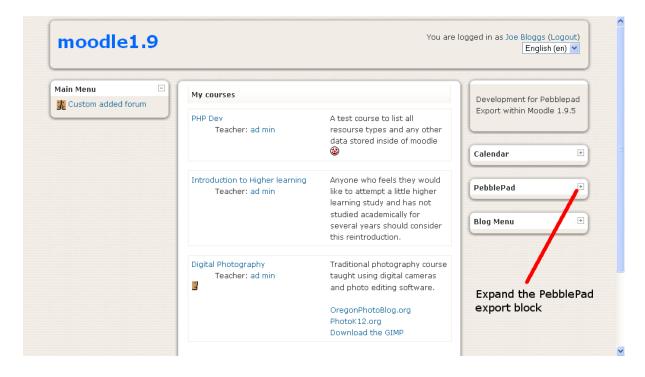
### Introduction

The Moodle page layout in this documentation may differ from your own Moodle as there are many custom themes available; however, the overall functionality will be the same for all Moodle 1.9.5 and 1.9.5+ versions.

To find out your Moodle version, hover your mouse over the Moodle logo at the bottom of the home page, this should pop up a tool tip with the current version.

# **Exporting items from Moodle to PebblePad assets:**

Log in to your Moodle account:



Locate the PebblePad block and expand it as below:



If you cannot see the PebblePad block please contact your Moodle administrator.



Clicking on "Launch PebblePad" will launch PebblePad and sign you in. This is not needed to export items but is there to help you access your PebblePad account directly from Moodle.

Click on the "Export Moodle assets" link to view exportable content



Clicking on an image above the item names will display a list of the courses you are registered on, each course can be expanded with the 🗷 (plus icon) to show any selectable items for export or present a further list if there are any, such as forums. When you reach an exportable item, you can click on the 🔍 (preview icon) to view it before export. Below is a brief explanation of the limitations set on each item type.

# <u>Assignment</u>

Only assignments that you have submitted work to will be displayed for export.

#### Blog

In Moodle 1.9.5 you only have one blog, this will preview all your posts, see the selecting your export for further details.

#### Forum

All forums in each course will be listed. Forums without posts or replies will state no discussions or replies found.

#### Resource

Only compatible resources will be listed, links to websites will not be shown as these items can be easily added to your PebblePad account manually by accessing the resource.

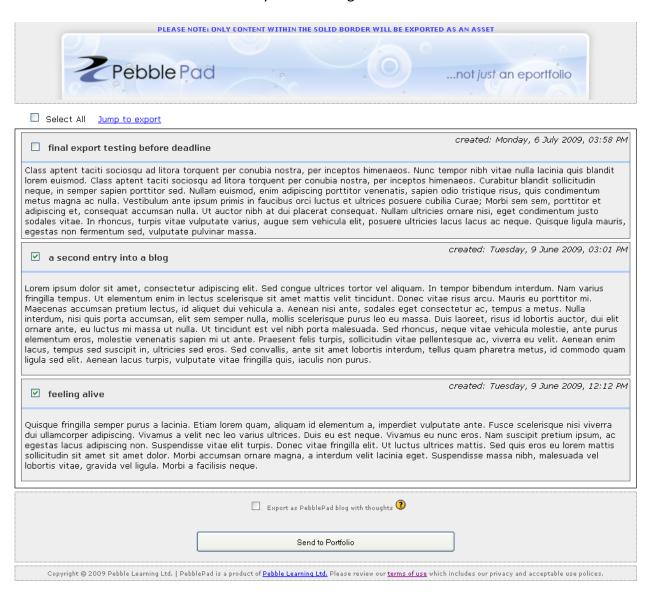
# <u>SCORM</u>

This is still an experimental format of guiz analysis, not all SCORM guizzes comply with the standards but most allow a results snapshot to be created for export as evidence of completion.

# Selecting your export

All assets must be previewed \( \frac{Q}{2} \) before export can begin. Your blog is automatically previewed on selection. The preview shows what your asset could contain before selecting to export. If the asset contains multiple parts you can select which parts you would like before completing the export by ticking the (checkbox) next to each item that you would like included in the export. Not all items/resources will allow selections and will be exported as a single asset.

Below is an example where the latest blog entry has not been selected but the previous two have and will be exported. Each item will arrive as a thought; if a new blog is required in PebblePad then tick the option to "Export as PebblePad blog with thoughts" and the thoughts will be created and attached to a newly created blog asset.





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#### Create a PebblePad asset

You can create 4 types of PebblePad asset within Moodle. These are thought, activity, ability and files. Select the type of asset you would like to create from the drop down list and a pop up window will appear similar to the one below:

new ability					
title					
description					
иезсприон					
evidence					
reflection					
⊞ hrs, points					
Send to Portfolio					

Some optional data fields can be expanded with the icon to allow further detailed information to be added to the asset. If you have the "send to:" option, then select the destination from the drop down list and click Save and Close.

If there are any errors, feedback about the error will be shown below the popup title in red. This will allow you to correct the error and attempt to create the asset again.

Please note: Assets cannot be edited from within Moodle.

## **Export the asset**

If your institution has configured a single export sign on then you will just see the send to portfolio button. Click this once you have entered a title and description to create the asset.

As previously stated in selecting your export, blogs will give you the extra option of adding all your items to a newly created blog asset with "Export to PebblePad blog with thoughts", this will save you linking the thoughts to a new blog after sending it to your PebblePad.

#### Please note:

The Moodle item and PebblePad asset are separate items and are not linked, if you edit one, it will <u>not</u> update the other.