

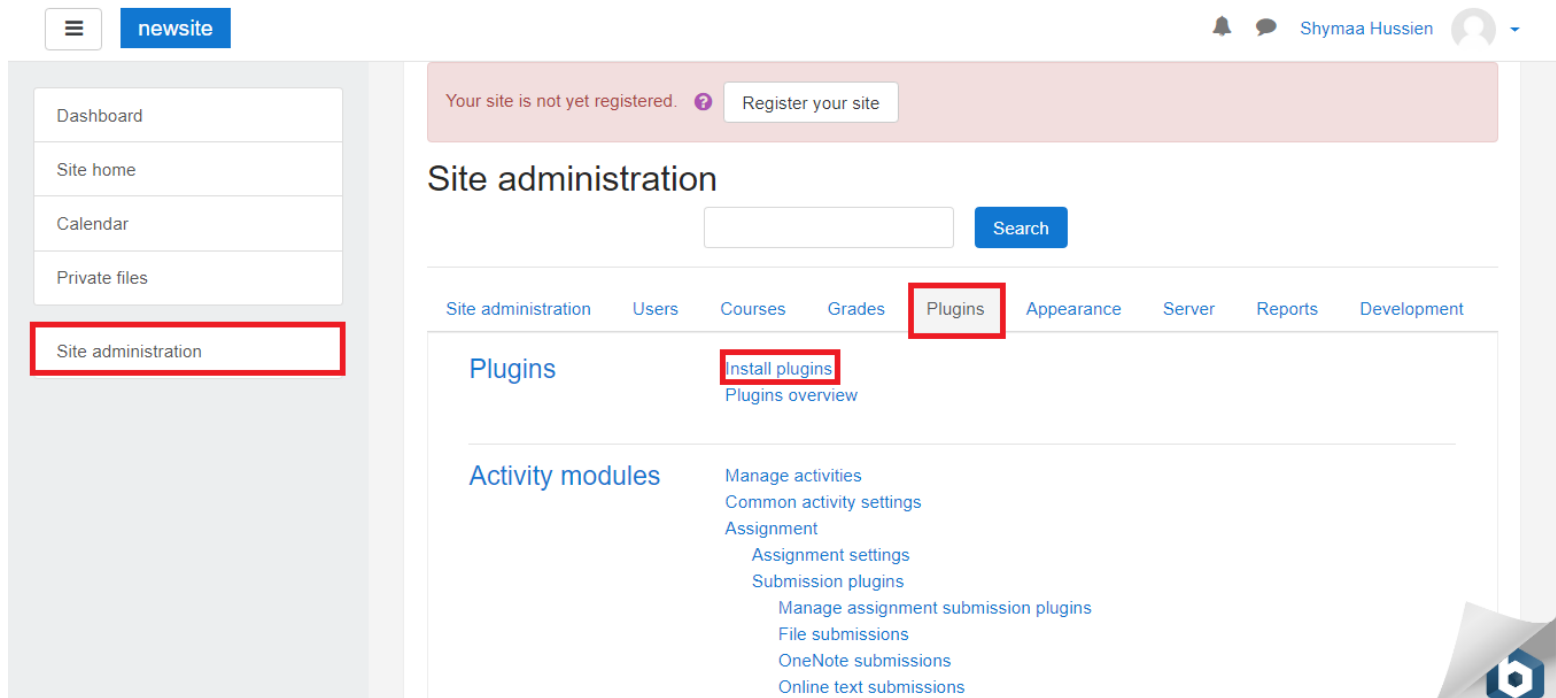
# “User manual”

## 1. Installing Moodle

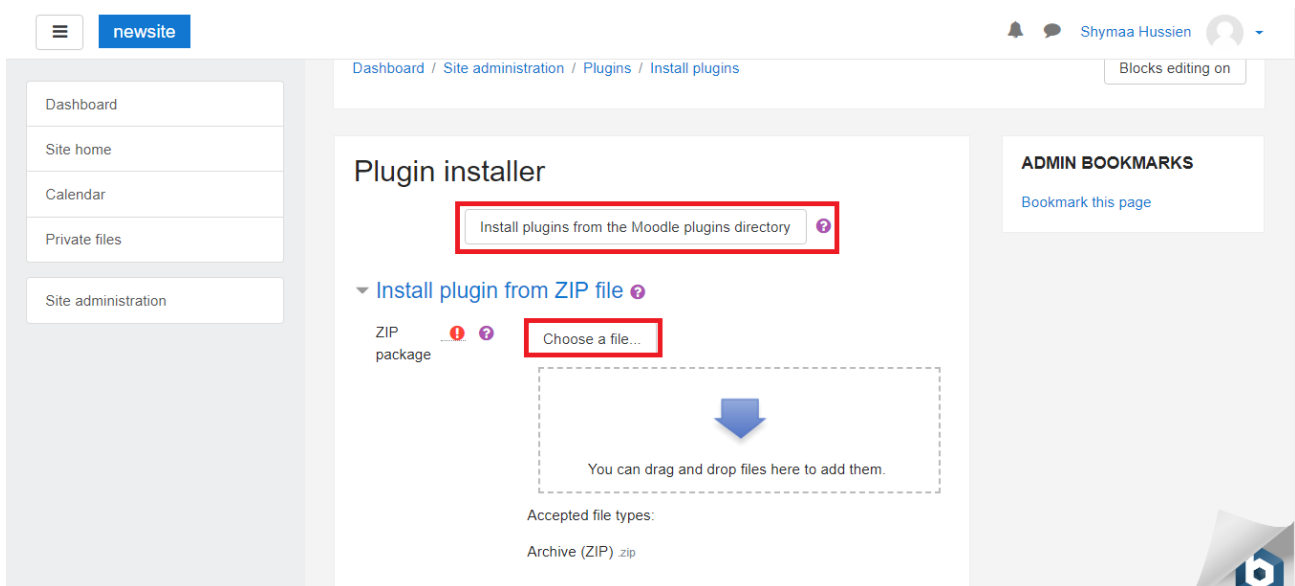
You must install Moodle from this link <https://bitnami.com/stack/moodle/installer>

## 2. Installing plugin

- To install group choice plugin download it from this link [https://moodle.org/plugins/mod\\_choicegroup](https://moodle.org/plugins/mod_choicegroup) and will download zip file and choose site administration → plugins → install plugins

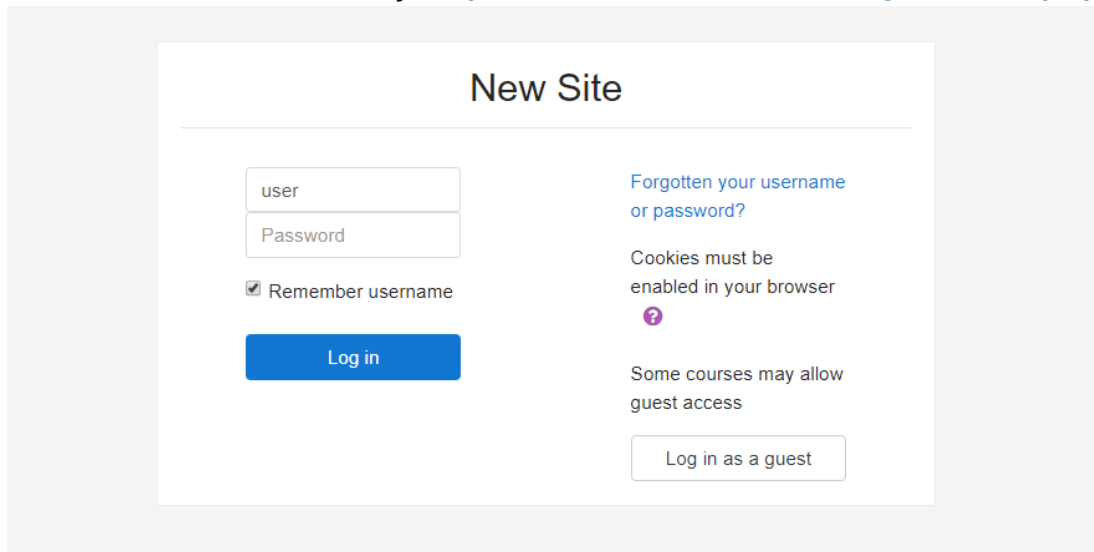


- And choose “choose file” or from Moodle plugins direct like this photo



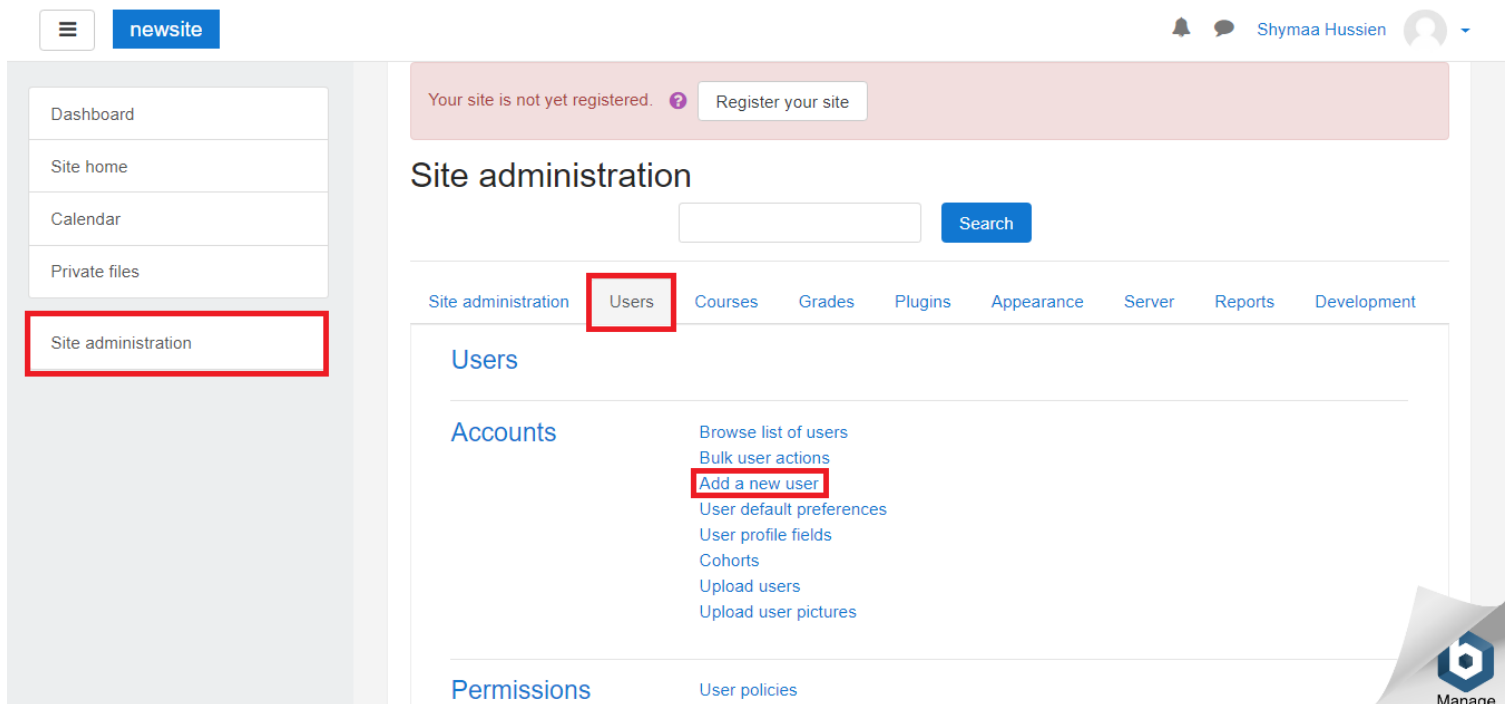
### 3. Add and show user

- After installing Moodle the admin can login your username and password in your Moodle site in browser by <http://127.0.0.1:81/moodle/login/index.php>



The image shows the Moodle 'New Site' login page. It features a central white box with a light gray border. Inside, there are two input fields: 'user' and 'Password'. Below the 'user' field is a checkbox labeled 'Remember username' which is checked. A blue 'Log in' button is positioned below the input fields. To the right of the input fields, there is a link 'Forgotten your username or password?' and a message 'Cookies must be enabled in your browser' with a question mark icon. At the bottom right, there is a link 'Some courses may allow guest access' and a 'Log in as a guest' button.

- To add user choose site administration → users → add a new user and enter user data and create user



The image shows the Moodle 'Site administration' interface. On the left is a sidebar with a menu containing 'Dashboard', 'Site home', 'Calendar', 'Private files', and 'Site administration' (which is highlighted with a red box). The main content area has a top banner stating 'Your site is not yet registered.' with a 'Register your site' button. Below this is the 'Site administration' section with a search bar and a navigation menu. The 'Users' menu item is highlighted with a red box. Under 'Users', there is a list of links: 'Browse list of users', 'Bulk user actions', 'Add a new user' (highlighted with a red box), 'User default preferences', 'User profile fields', 'Cohorts', 'Upload users', and 'Upload user pictures'. At the bottom, there is a 'Permissions' section with a link to 'User policies'. The top right of the page shows a user profile for 'Shymaa Hussien'.

- To show all users choose site administration → users → browse list of users

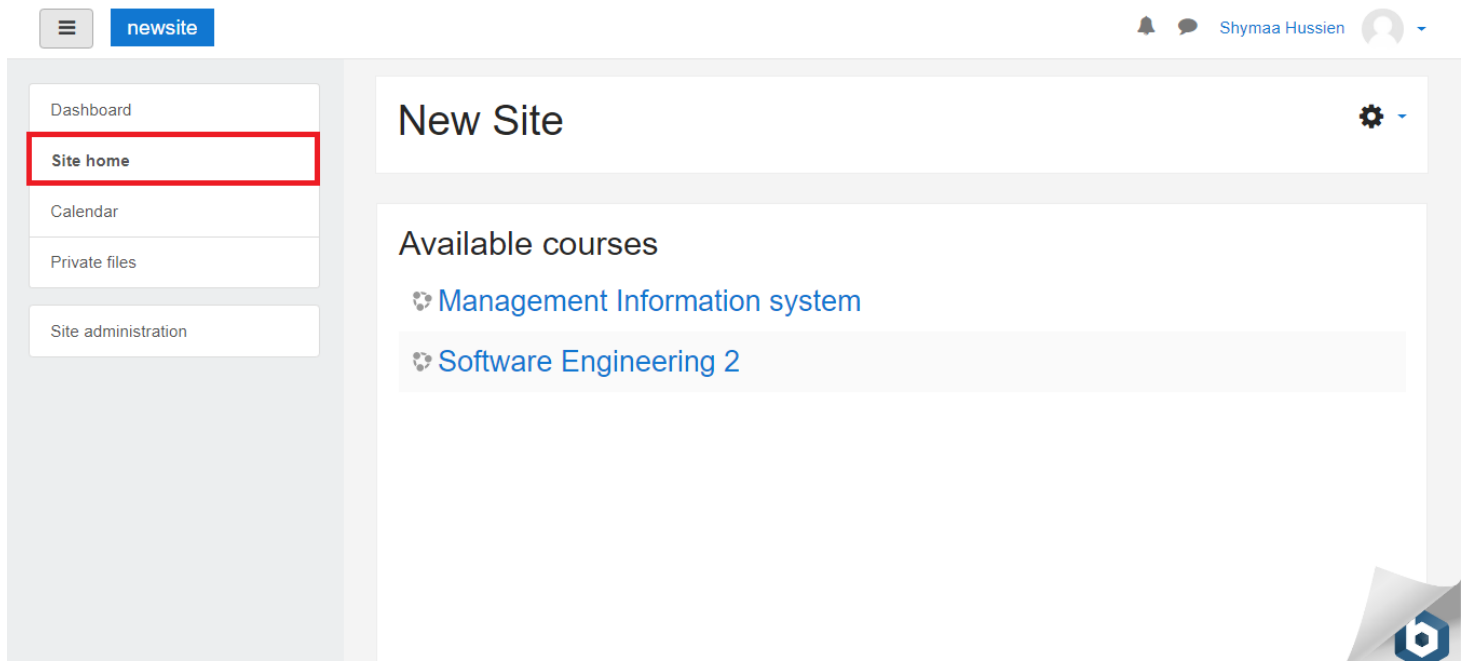
The screenshot shows the Moodle site administration interface. On the left is a sidebar with a menu containing 'Dashboard', 'Site home', 'Calendar', 'Private files', and 'Site administration' (which is highlighted with a red box). The top header includes a 'newsite' button, a notification bell, a chat icon, the user name 'Shymaa Hussien', and a profile dropdown. A pink banner at the top states 'Your site is not yet registered. ? Register your site'. The main content area is titled 'Site administration' and features a search bar and a navigation menu with 'Site administration', 'Users' (highlighted with a red box), 'Courses', 'Grades', 'Plugins', 'Appearance', 'Server', 'Reports', and 'Development'. Under the 'Users' section, there is a 'Users' heading followed by an 'Accounts' section. The 'Accounts' section contains a list of links: 'Browse list of users' (highlighted with a red box), 'Bulk user actions', 'Add a new user', 'User default preferences', 'User profile fields', 'Cohorts', 'Upload users', and 'Upload user pictures'. Below this is a 'Permissions' section with a link to 'User policies'. A 'Manage' button with a hexagonal icon is located in the bottom right corner.

## 4.Add and show course

- To Add new course or category choose site administration → courses → manage courses and categories

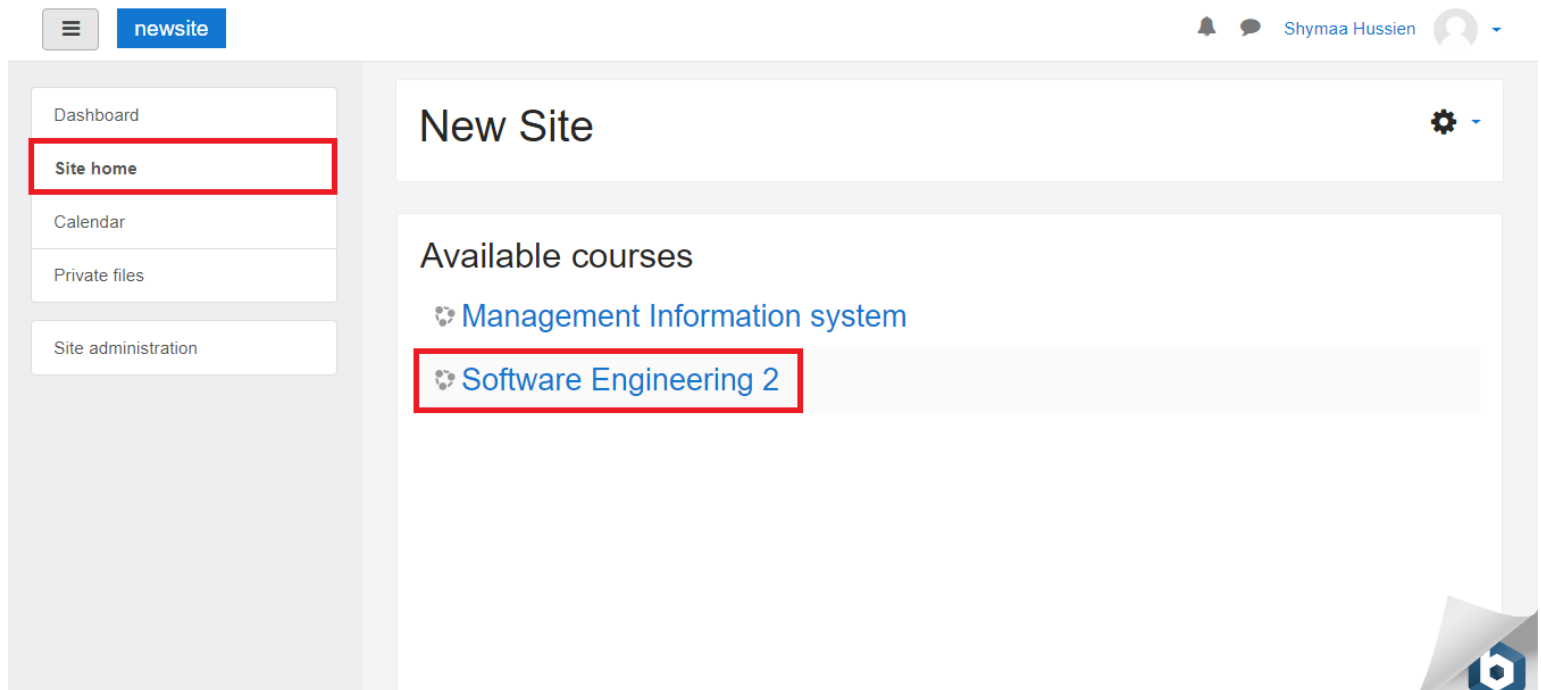
The screenshot shows the Moodle site administration interface. On the left is a sidebar with a menu containing 'Dashboard', 'Site home', 'Calendar', 'Private files', and 'Site administration' (which is highlighted with a red box). The top header includes a 'newsite' button, a notification bell, a chat icon, the user name 'Shymaa Hussien', and a profile dropdown. A pink banner at the top states 'Your site is not yet registered. ? Register your site'. The main content area is titled 'Site administration' and features a search bar and a navigation menu with 'Site administration', 'Users', 'Courses' (highlighted with a red box), 'Grades', 'Plugins', 'Appearance', 'Server', 'Reports', and 'Development'. Under the 'Courses' section, there is a 'Courses' heading followed by a list of links: 'Manage courses and categories' (highlighted with a red box), 'Add a category', 'Restore course', 'Course default settings', 'Course request', and 'Upload courses'. Below this is a 'Backups' section with links to 'General backup defaults', 'General import defaults', 'Automated backup setup', and 'General restore defaults'. A 'Manage' button with a hexagonal icon is located in the bottom right corner.

- To show all courses choose site home



## 5. Enroll users in course

- To enroll users in course choose site home → choose course name



- Then choose participants then Enroll users

newsite

SW2

**Participants**

Badges

Competencies

Grades

General

Topic 1

Topic 2

Topic 3

Topic 4

Dashboard

# Software Engineering 2

[Dashboard](#) / [Courses](#) / [SW2](#) / [Participants](#)

## Participants

No filters applied

Search keyword or select filter

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](#)

Nothing to display

Select all Deselect all ? With selected users... Choose...

Enrol users

- Then choose user and role and enroll him

newsite

SW2

**Participants**

Badges

Competencies

Grades

General

Topic 1

Topic 2

Topic 3

Topic 4

Dashboard

## Enrol users

Enrolment options

Select users No selection

Search

Assign role Student

[Show more...](#)

Enrol users Cancel

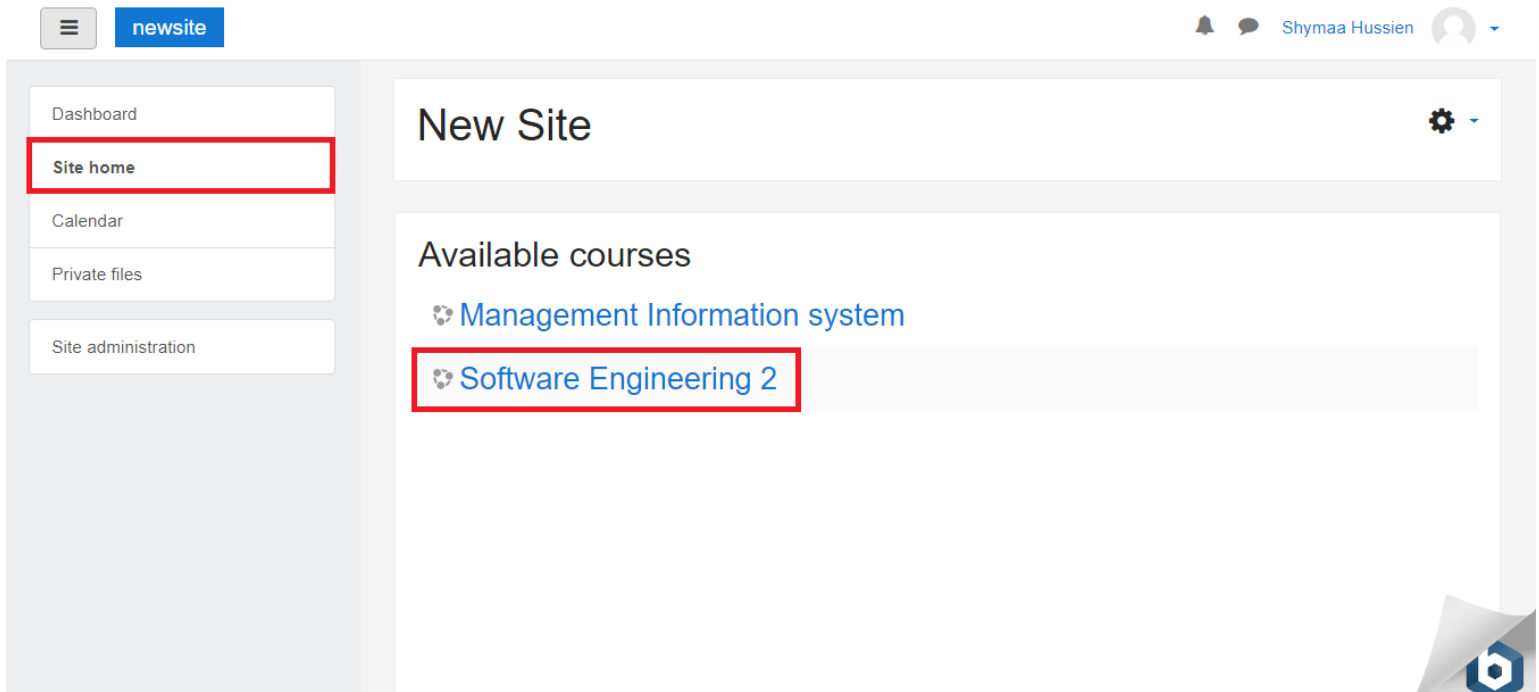
[Moodle Docs for this page](#)

You are logged in as [Shymaa Hussien](#) ([Log out](#))

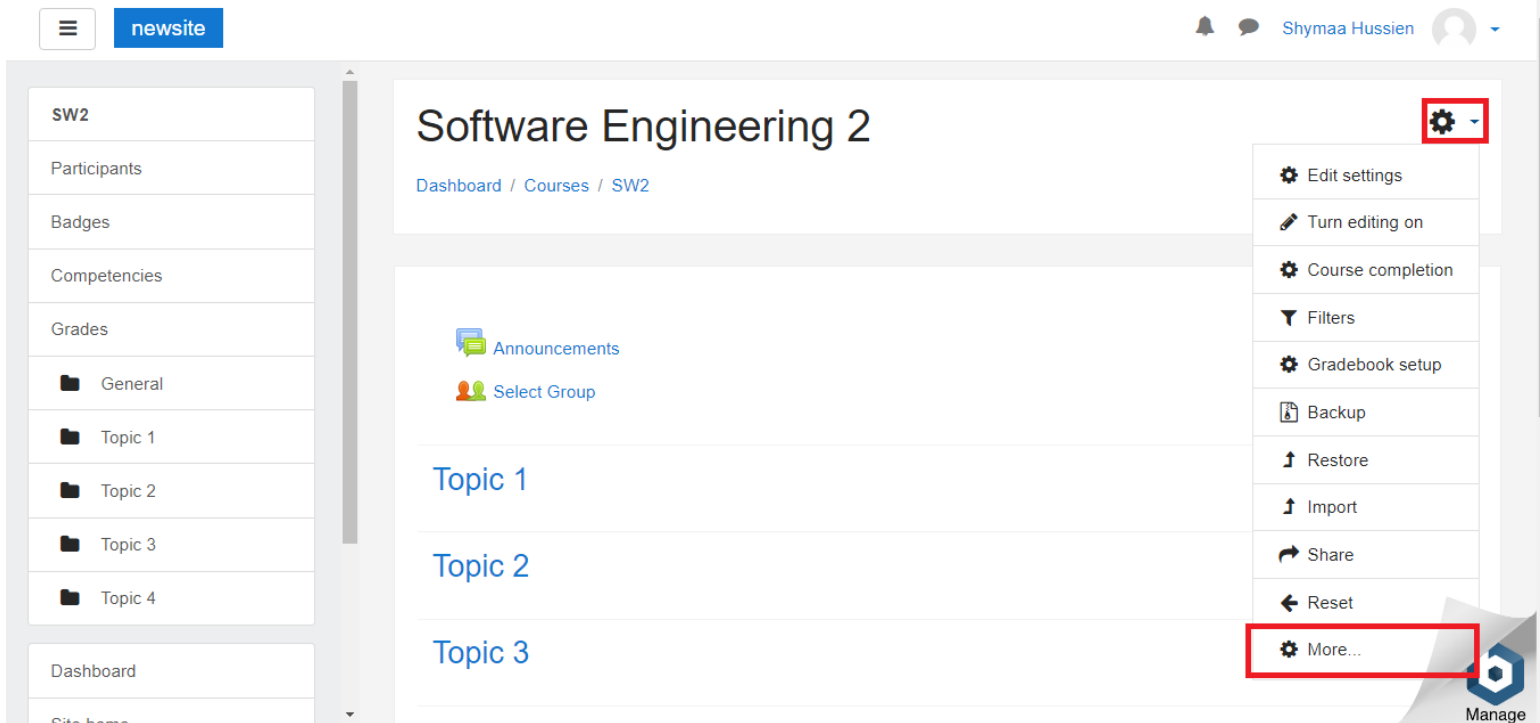
[Home](#)

## 6. Add group

- To add group in course choose site home → choose course name



- Then choose setting and more...



- Then choose users groups and enter group name and ID



newsite

SW2

Participants

Badges

Competencies

Grades

General

Topic 1

Topic 2

Topic 3

Topic 4

## Software Engineering 2

Dashboard / Courses / SW2 / Course administration

### Course administration

Course administration Users

Users

Enrolled users

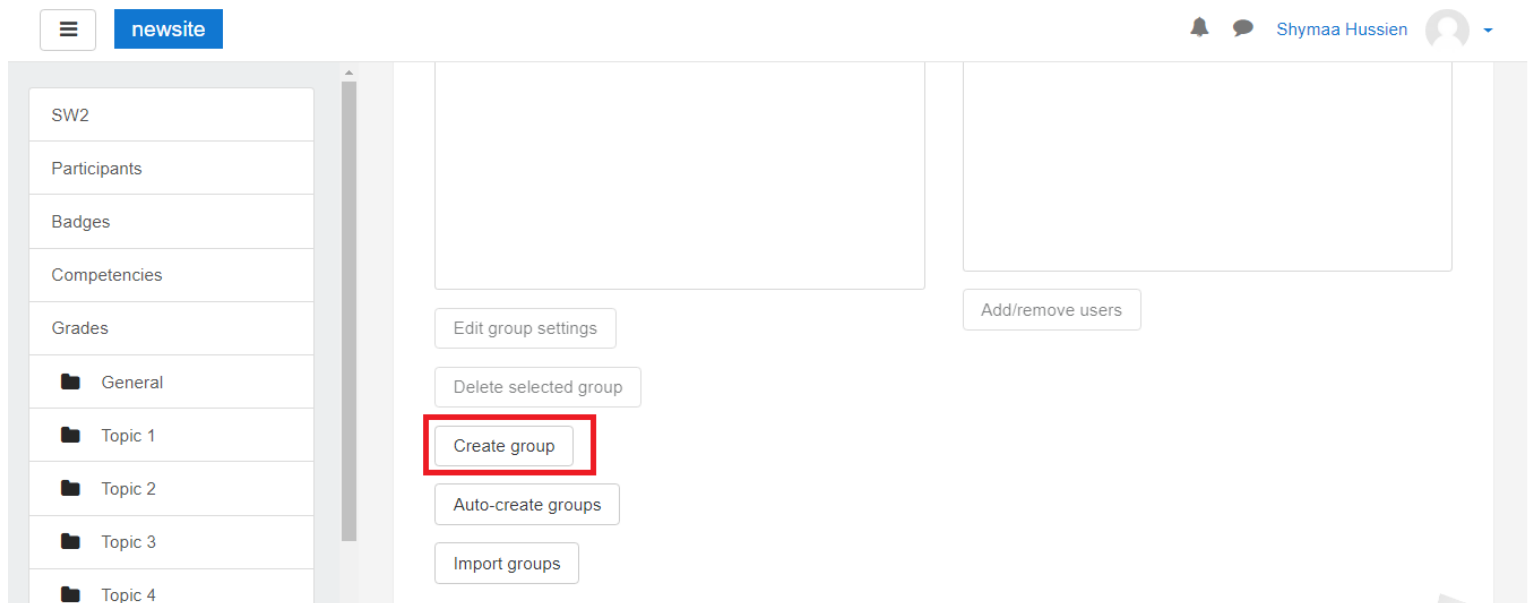
**Groups**

Other users

Enrolment methods

Manual enrolments

- Can create group by this button



newsite

SW2

Participants

Badges

Competencies

Grades

General

Topic 1

Topic 2

Topic 3

Topic 4

Edit group settings

Delete selected group

**Create group**

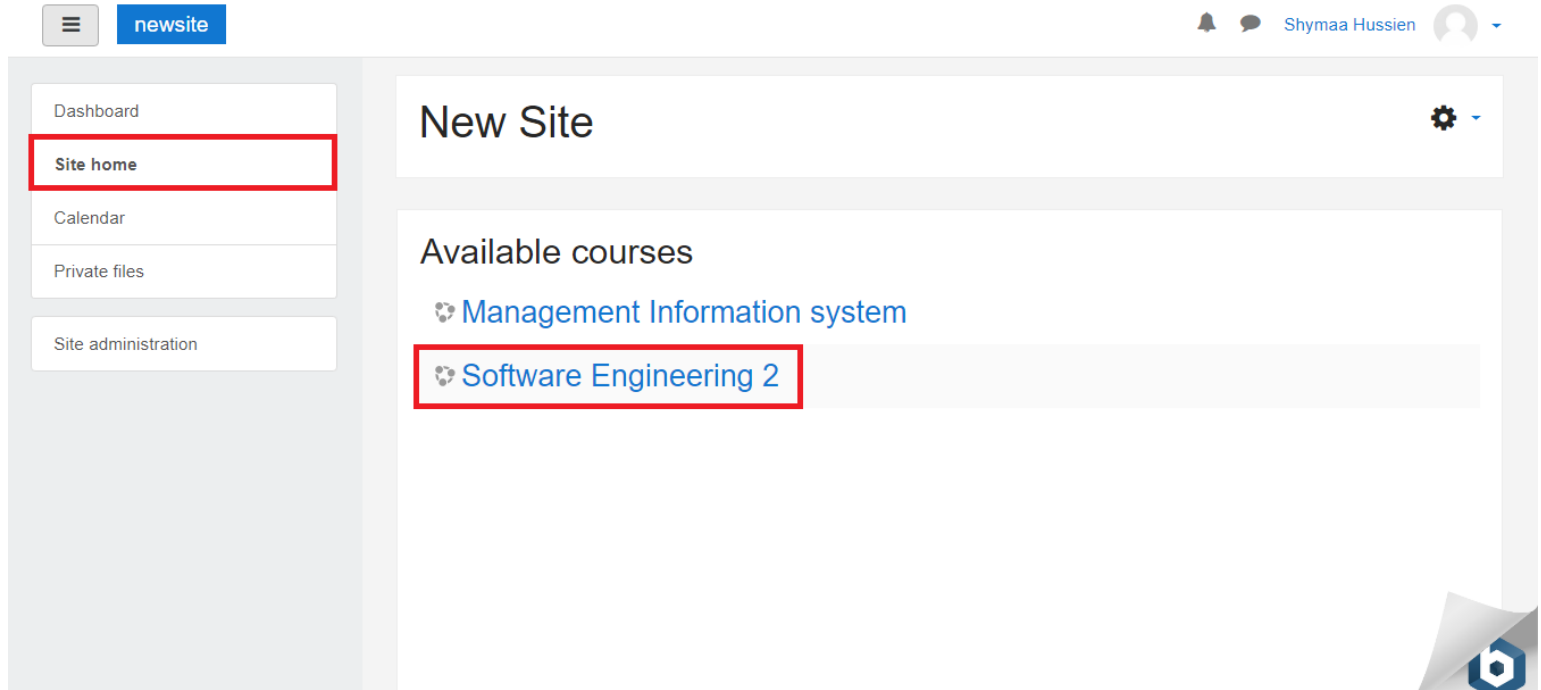
Auto-create groups

Import groups

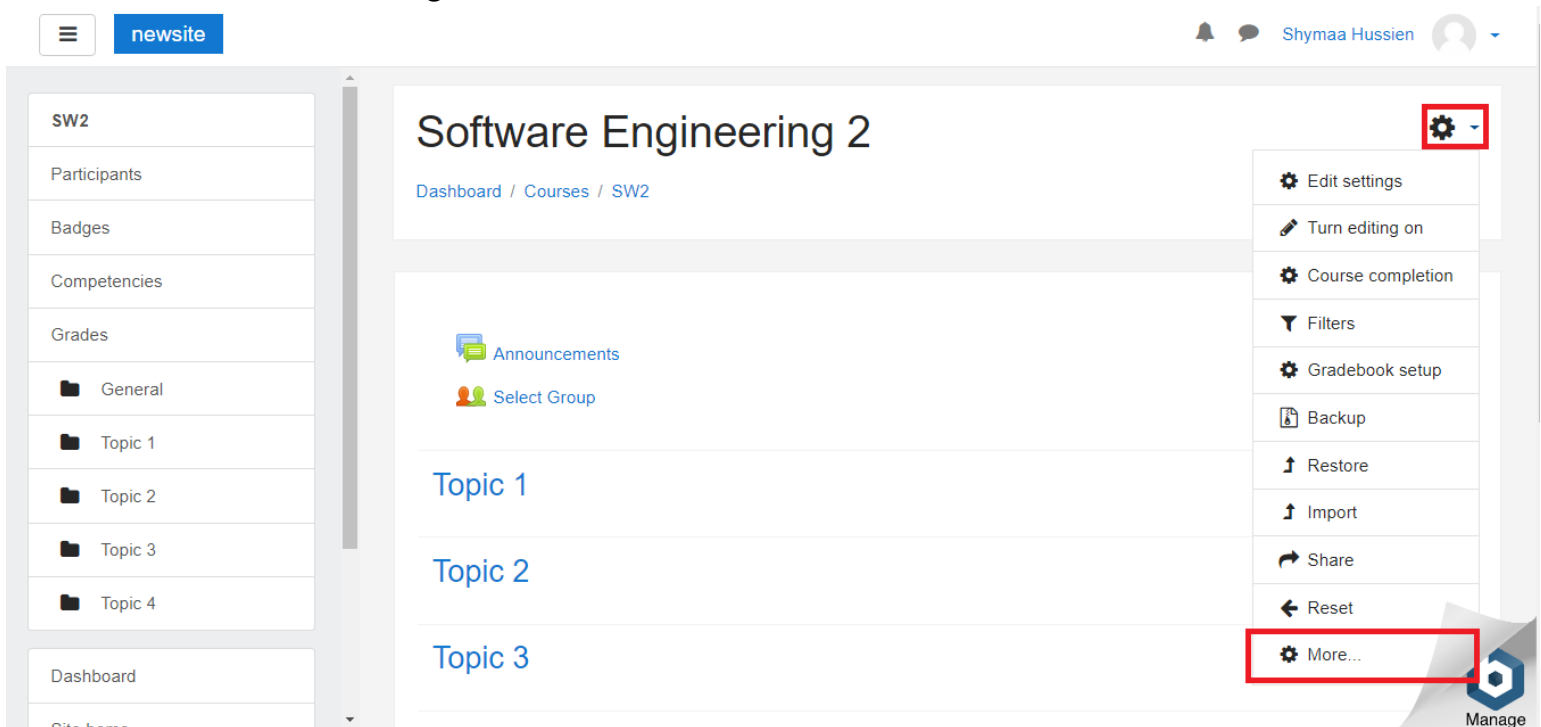
Add/remove users

## 7. Choosing group

- Teacher and admin can add student to group by choose site home → choose course name



- Then choose setting and more...





- Then choose users → groups

The screenshot shows the Moodle course administration interface for 'Software Engineering 2'. The left sidebar contains a menu with 'SW2', 'Participants', 'Badges', 'Competencies', 'Grades', and a folder icon for 'General', followed by 'Topic 1', 'Topic 2', 'Topic 3', and 'Topic 4'. The top navigation bar includes a 'newsite' button and a user profile for 'Shymaa Hussien'. The main content area is titled 'Software Engineering 2' with a breadcrumb trail: 'Dashboard / Courses / SW2 / Course administration'. Below this, the 'Course administration' section has a sub-menu with 'Users' (highlighted with a red box), 'Enrolled users', 'Groups' (highlighted with a red box), and 'Other users'. At the bottom of this section, there are links for 'Enrolment methods' and 'Manual enrolments'.

- and select group and can add or remove student or teacher

The screenshot shows the 'SW2 Groups' page in Moodle. The left sidebar is identical to the previous screenshot. The top navigation bar shows a user profile for 'Ahmed Magdy'. The main content area has tabs for 'Groups', 'Groupings', and 'Overview', with 'Groups' selected. The title is 'SW2 Groups'. Under the 'Groups' heading, there is a list of groups: 'Group 1 (0)' (highlighted with a red box) and 'Group 2 (0)'. To the right, there is a section titled 'Members of: Group 1 (0)' which is currently empty. At the bottom left, there is a button labeled 'Edit group settings'. At the bottom right, there is a button labeled 'Add/remove users' (highlighted with a red box).

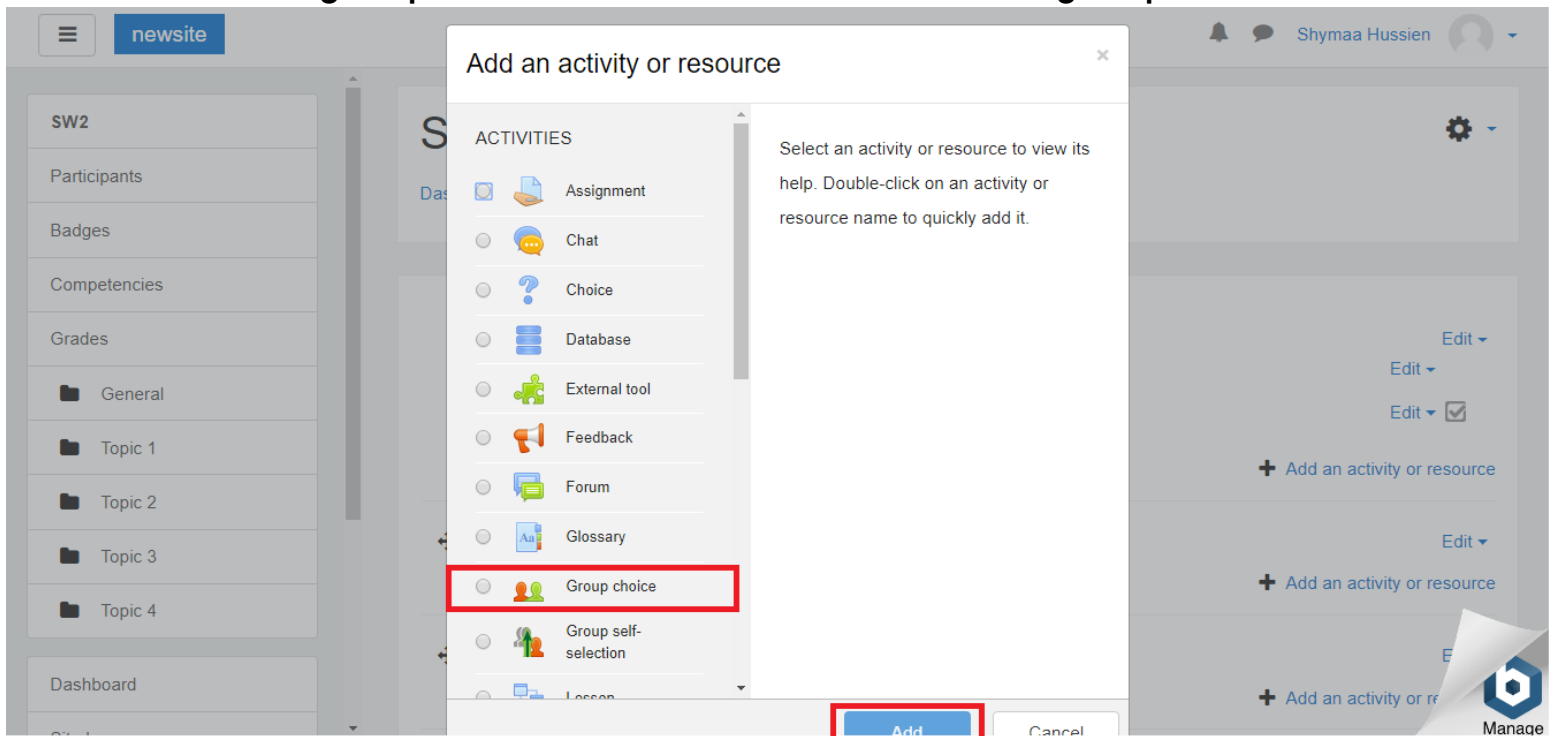
- Then must use plugin to can choice group

The screenshot shows the Moodle course page for 'Software Engineering 2'. The left sidebar contains a list of items: SW2, Participants, Badges, Competencies, Grades, and a folder named 'General' containing 'Topic 1', 'Topic 2', 'Topic 3', and 'Topic 4'. The main content area shows the course title, a breadcrumb trail 'Dashboard / Courses / SW2', and links for 'Announcements' and 'Select Group'. Below these are three topic sections: 'Topic 1', 'Topic 2', and 'Topic 3'. On the right, a settings menu is open, with the 'Turn editing on' option highlighted by a red rectangle. Other options in the menu include 'Edit settings', 'Course completion', 'Filters', 'Gradebook setup', 'Backup', 'Restore', 'Import', 'Share', 'Reset', and 'More...'. The user's name 'Shymaa Hussien' is visible in the top right corner.

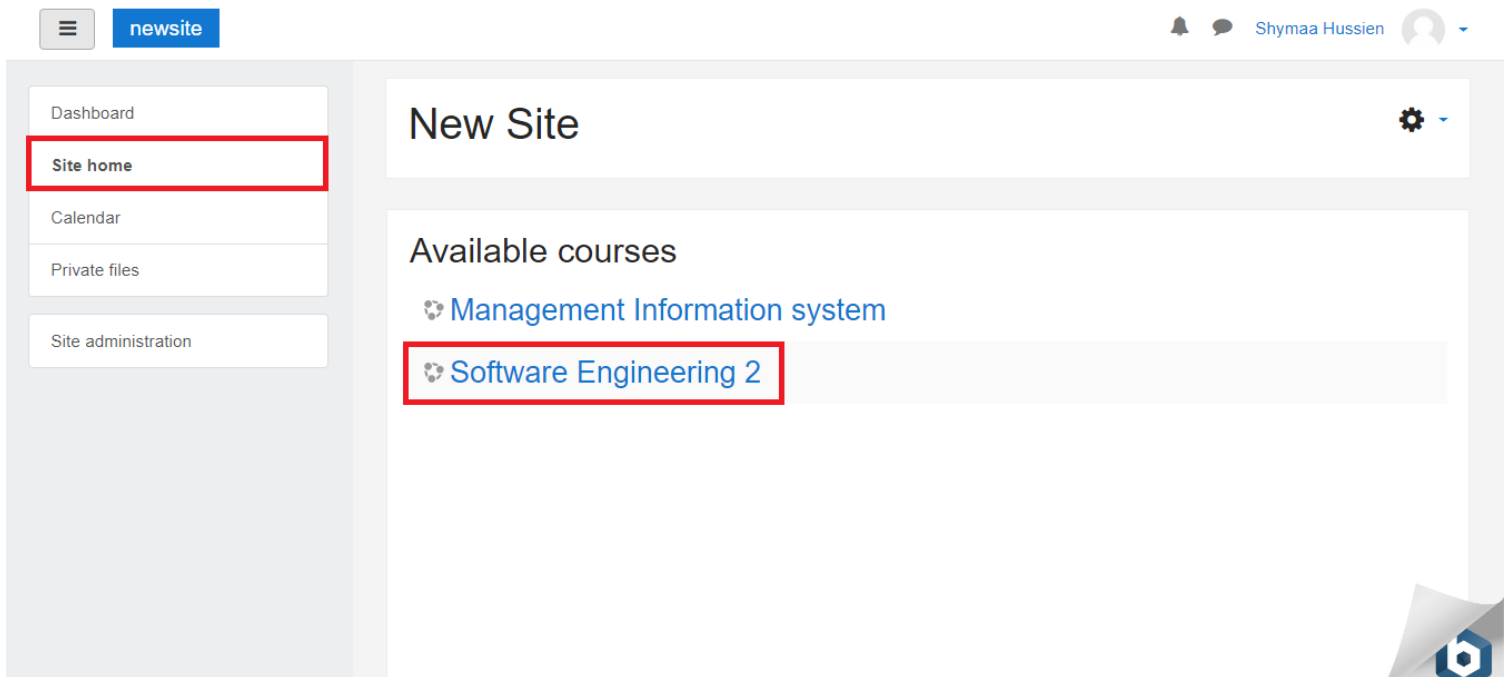
- Then

This screenshot shows the same Moodle course page after editing has been turned on. The 'Announcements' and 'Select Group' links now have edit icons. The topic sections 'Topic 1', 'Topic 2', and 'Topic 3' also have edit icons. A red rectangle highlights the '+ Add an activity or resource' button on the right side of the page. The breadcrumb trail remains 'Dashboard / Courses / SW2'. The user's name 'Shymaa Hussien' is still visible in the top right corner.

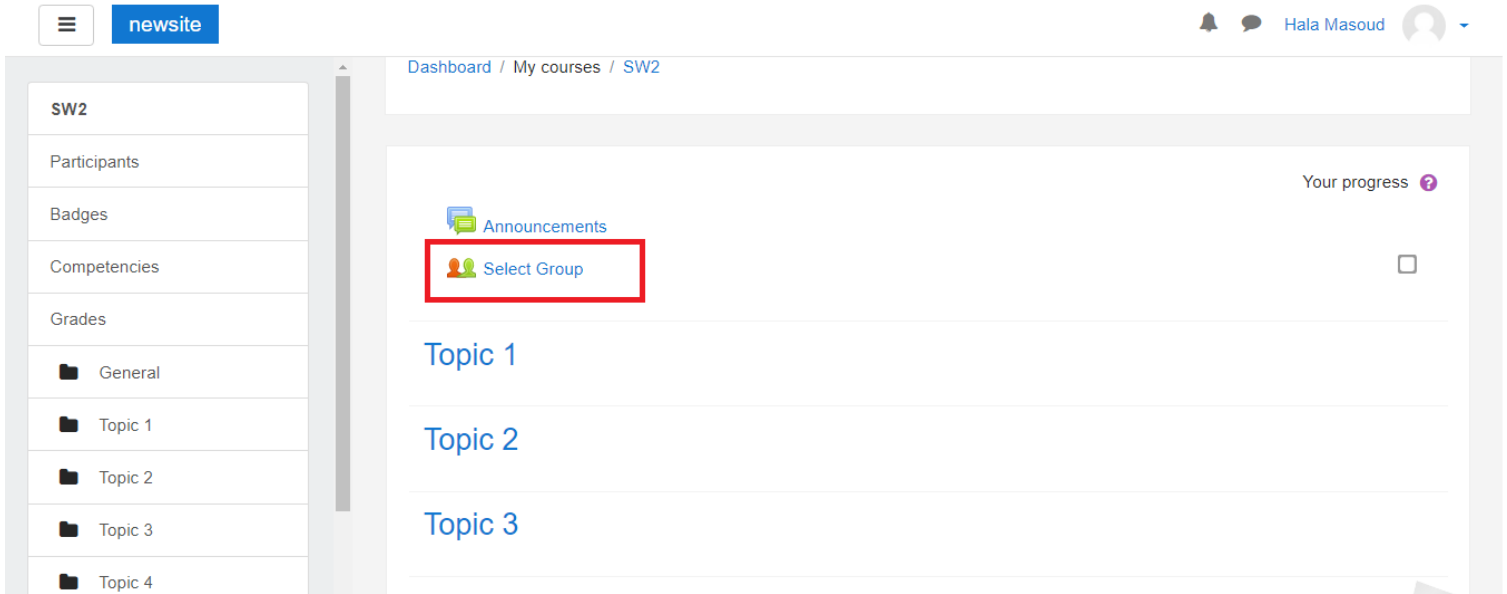
- Then choose group choice and add then enter data of group choice



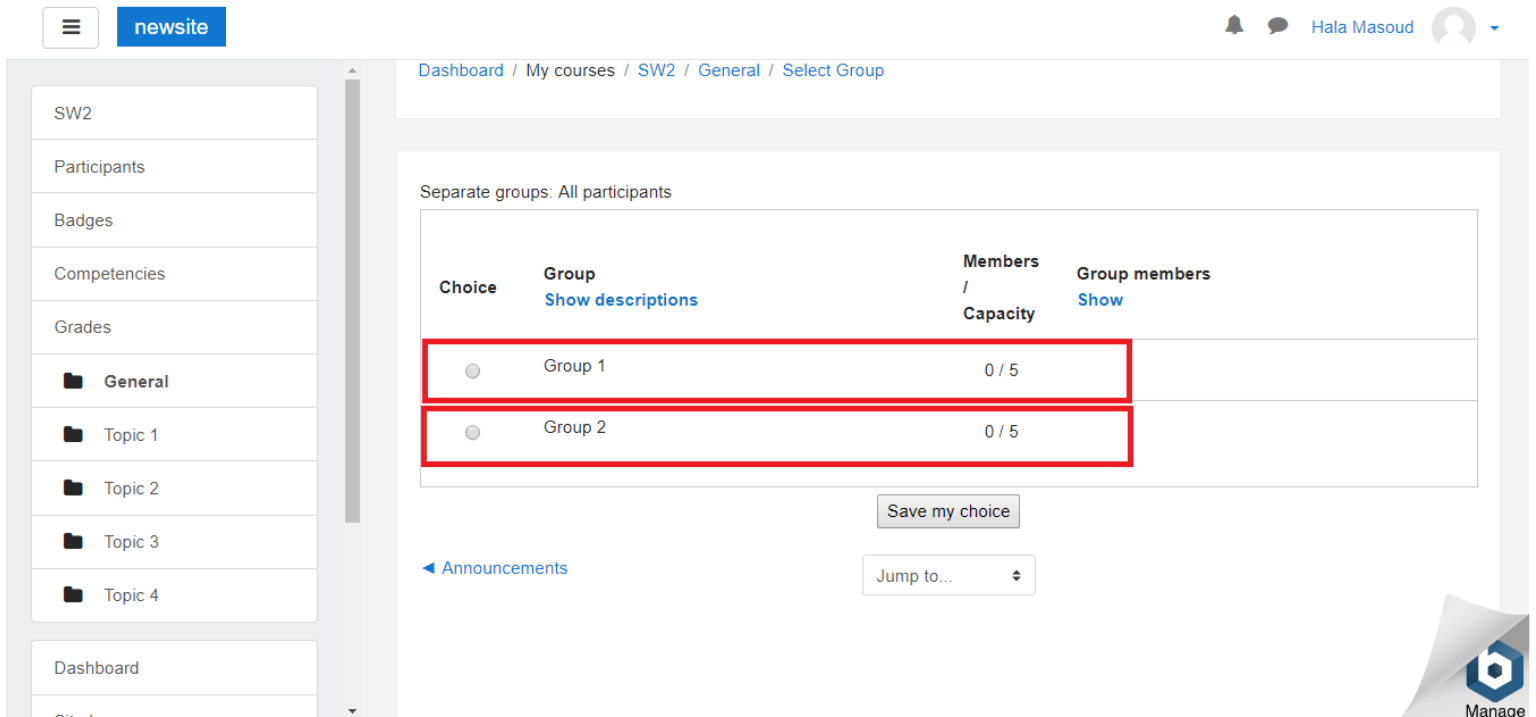
- Student can choose his group



- Then choose Select



- Then will appear all groups, choose one group of them



## 8. Removing Moodle

Can remove Moodle from control panel by doing uninstall to “bitnami Moodle”