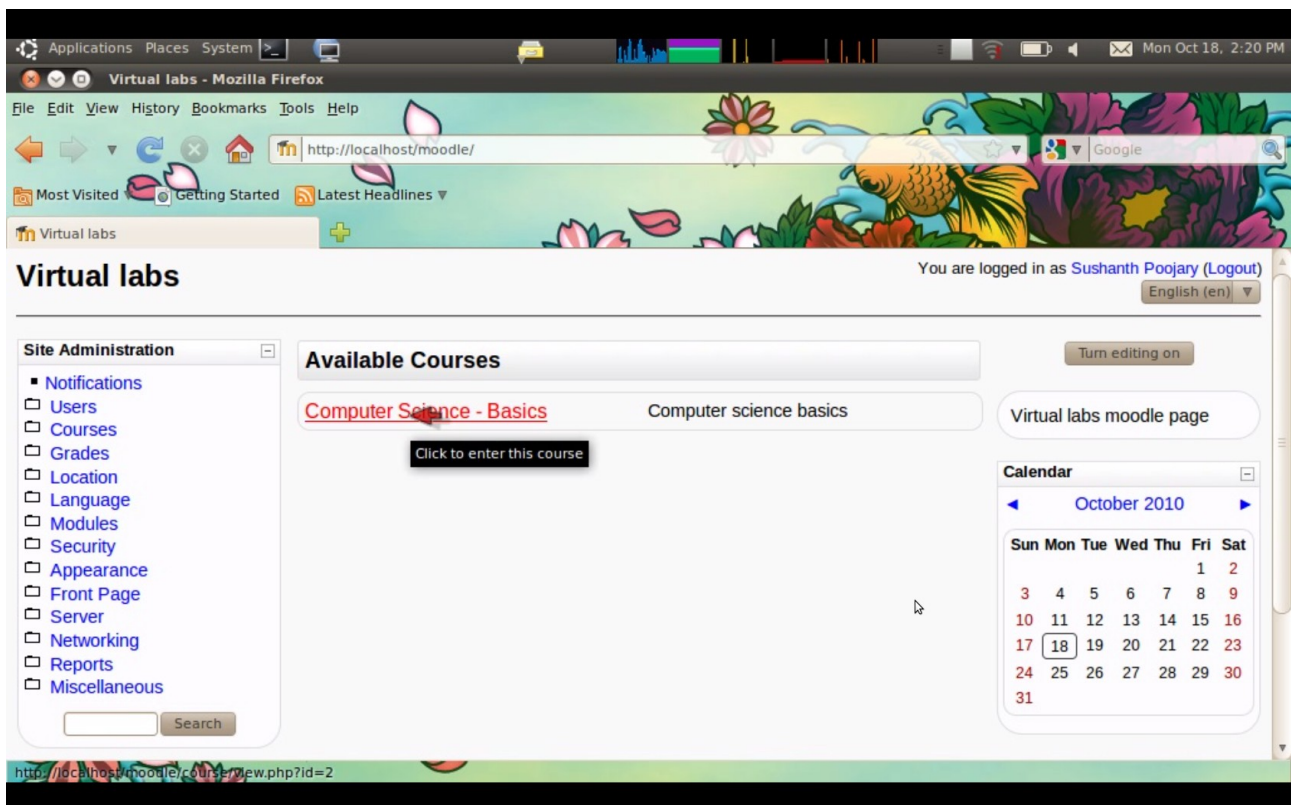
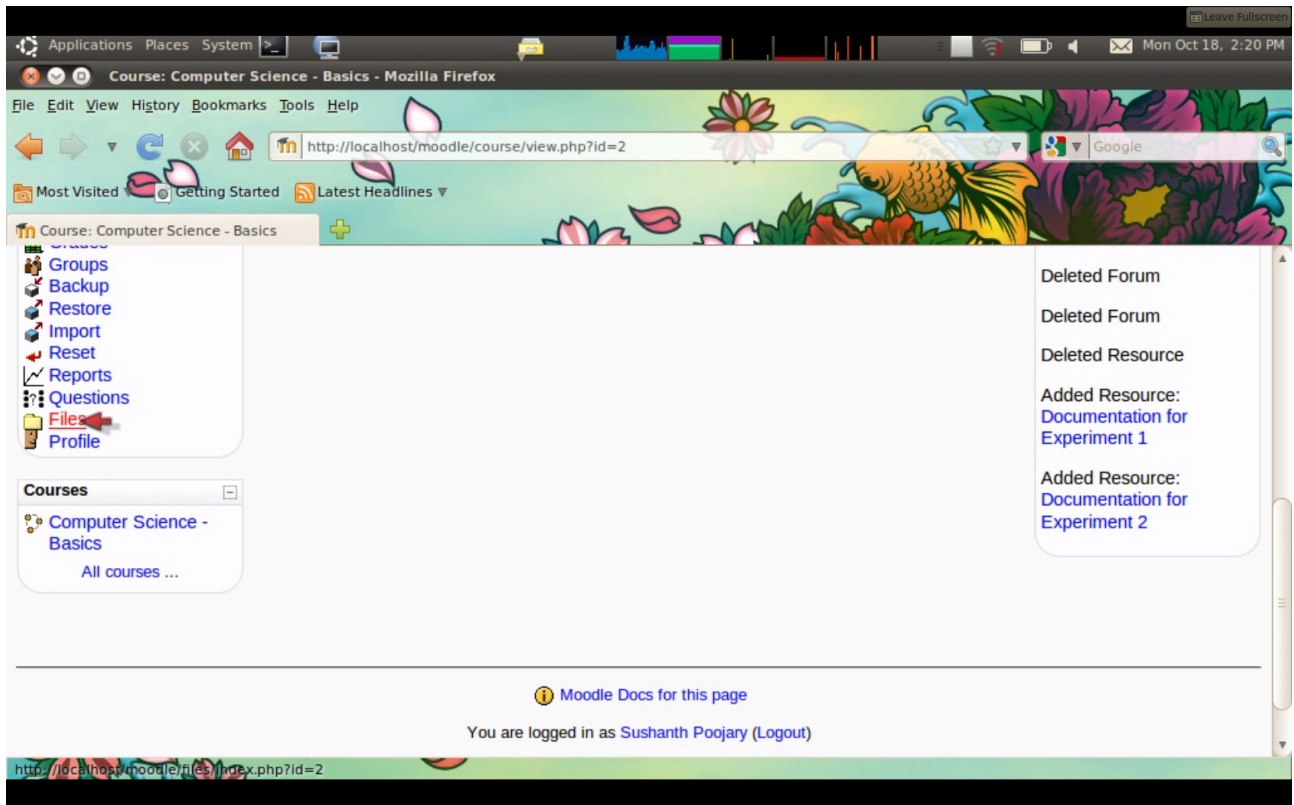


Procedure to backup experiment documentation on Moodle

Select the course which contains the experiment whose documentation you need to backup.



Go to Files under Administration section on left hand side of the web interface.



Select the experiment folder and click on the drop down box and select create zip archive

The screenshot shows a web browser window with the title "CS101: Files - Mozilla Firefox". The address bar shows the URL "http://localhost/moodle/files/index.php?id=2". The page content includes a header "Computer Science - Basics" and a breadcrumb trail "Virtual labs > CS101 > Files". A table lists two files:

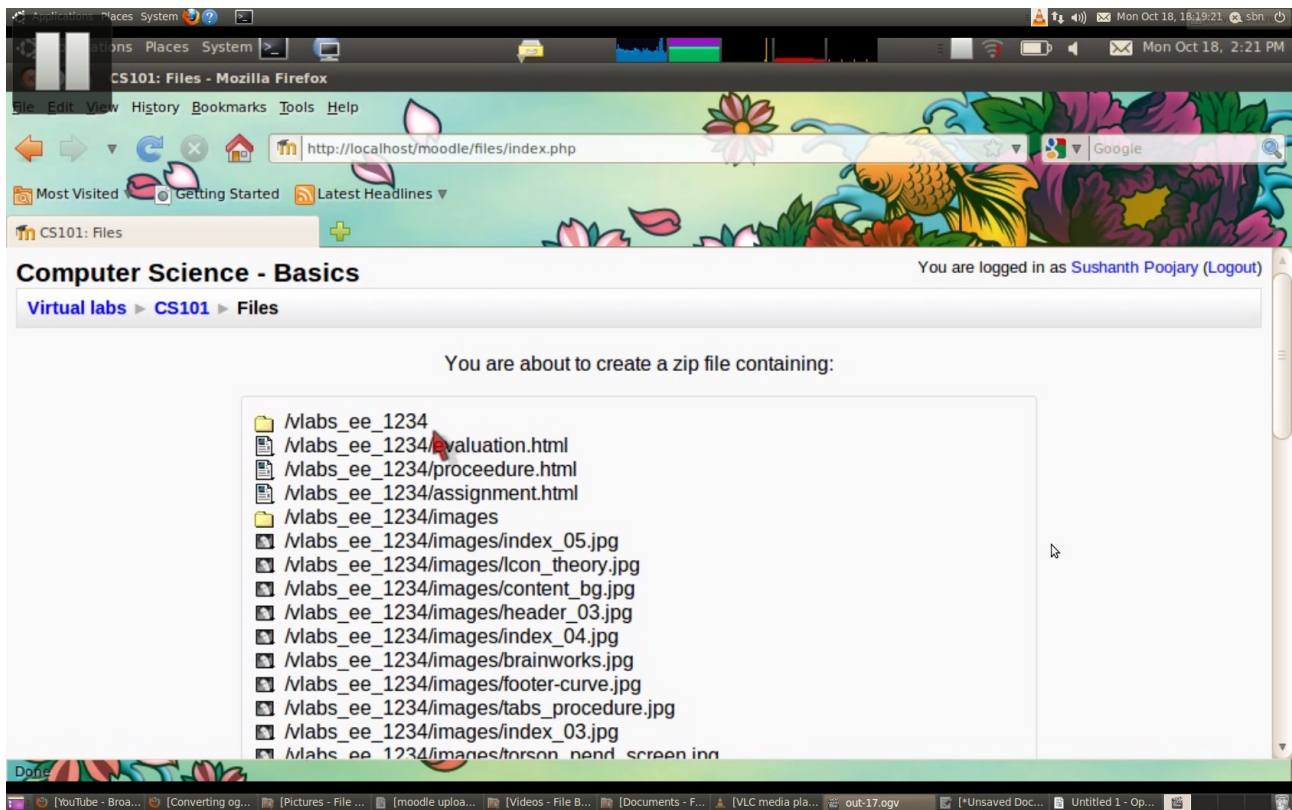
	Name	Size	Modified	Action
<input type="checkbox"/>	vlabs_chem_27	291.8KB	18 October 2010, 08:54 AM	Rename
<input checked="" type="checkbox"/>	vlabs_ee_1234	1.3MB	18 October 2010, 08:50 AM	Rename

Below the table, a context menu is open for the selected file "vlabs_ee_1234". The menu options are:

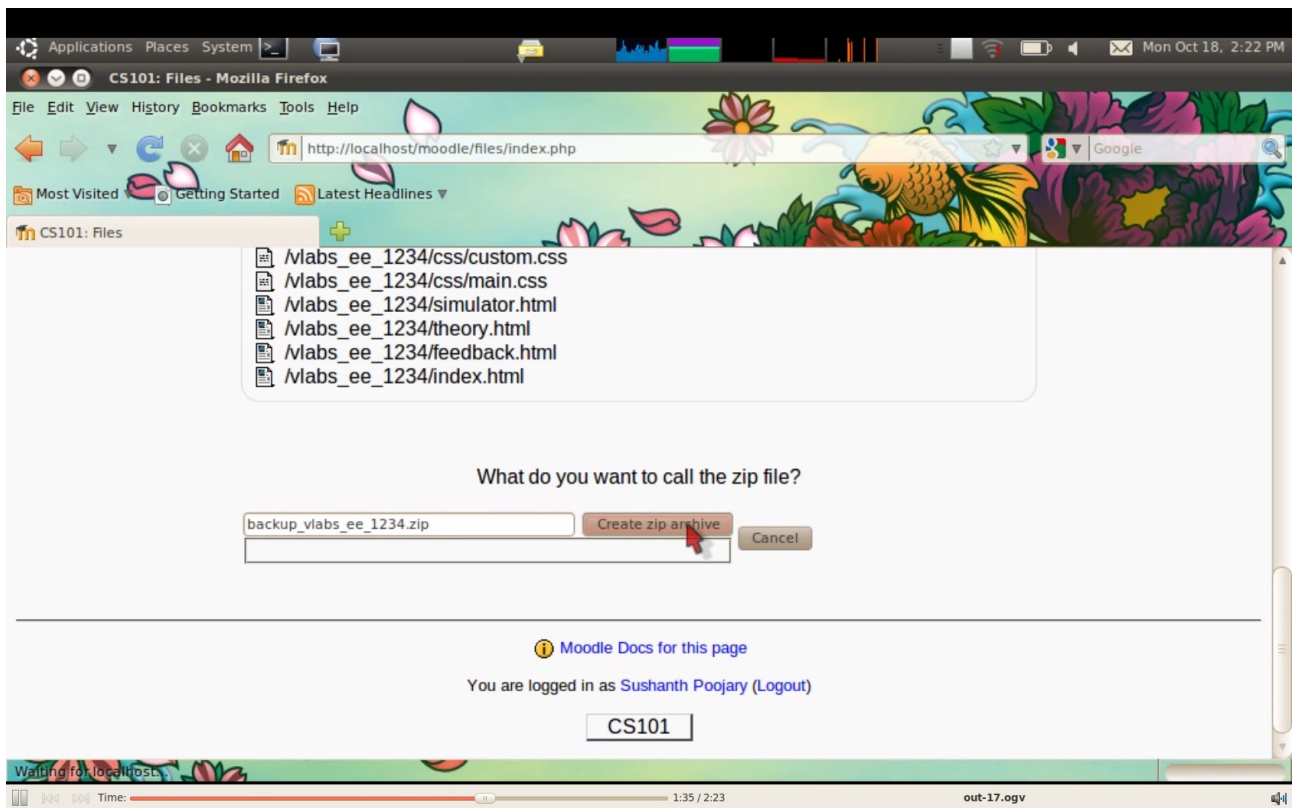
- With chosen files...
- With chosen files...
- Move to another folder
- Delete completely
- Create zip archive

Buttons for "Select all", "Deselect all", and "Upload a file" are also visible. The page footer includes a link to "Moodle Docs for this page" and a login status "You are logged in as Sushanth Poojary (Logout)". A "CS101" button is located at the bottom center.

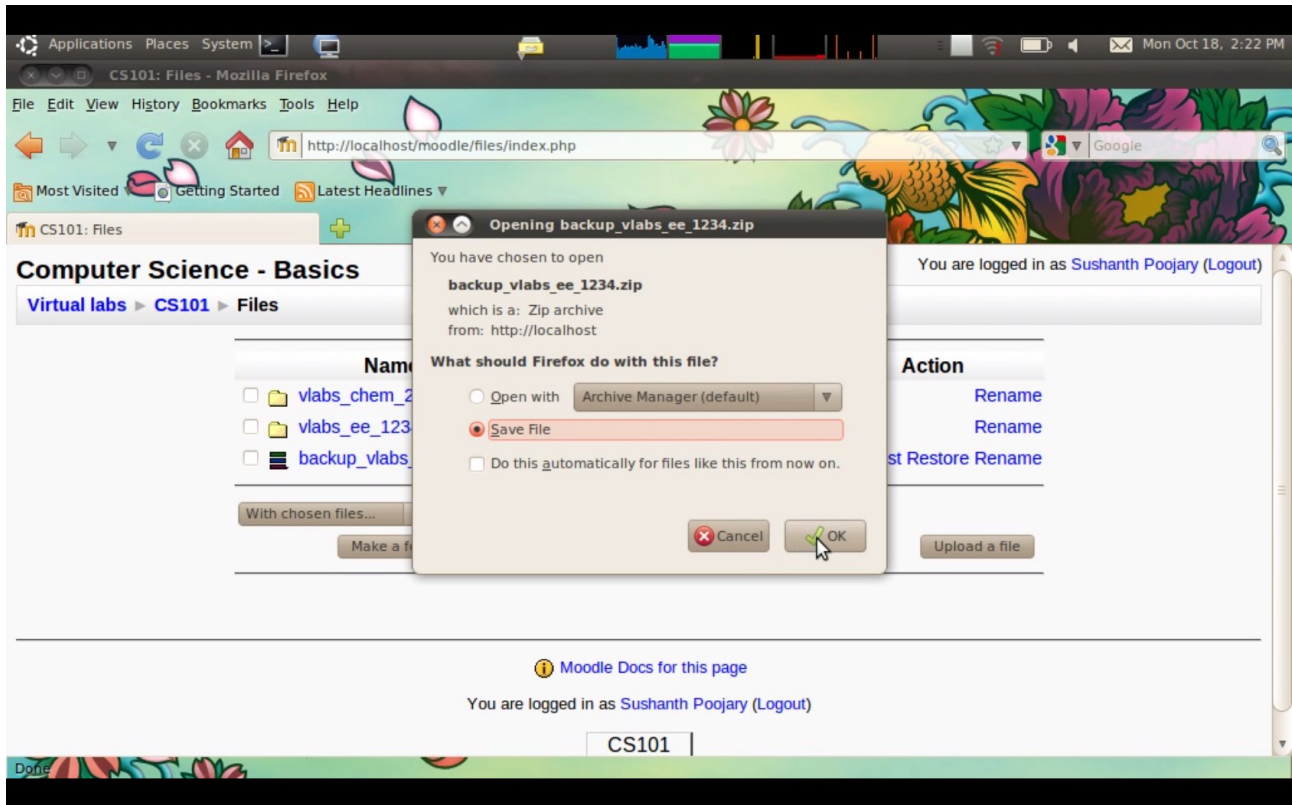
You will get the list of files in the folder



Enter a name for the zip file and click on Create zip archive



Download the zip file created simply by clicking on it.



Select and Delete the zip after download

