

Membuat MK Baru dan Mengisi Materi Daring

Moodle Tutorial

I Wayan Sudiarta. Ph.D.

Unram

October 21, 2019

Membuat MK

Pembalajaran Daring Universitas Mataram

19751123200912100

....

☐ Remember username

Log in

Forgotten your username or password?

Cookies must be enabled in your browser ?

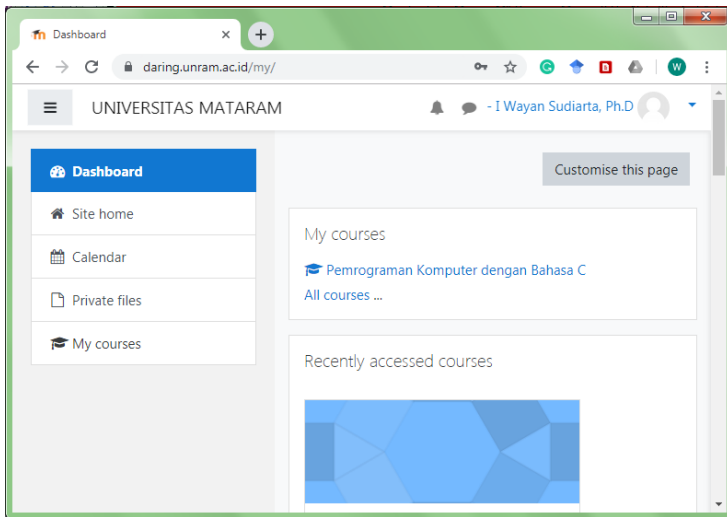
Some courses may allow guest access

Log in as a guest

Langkah 1:

Buka situs daring.unram.ac.id, klik Log In. isi username dan password. klik Log in.

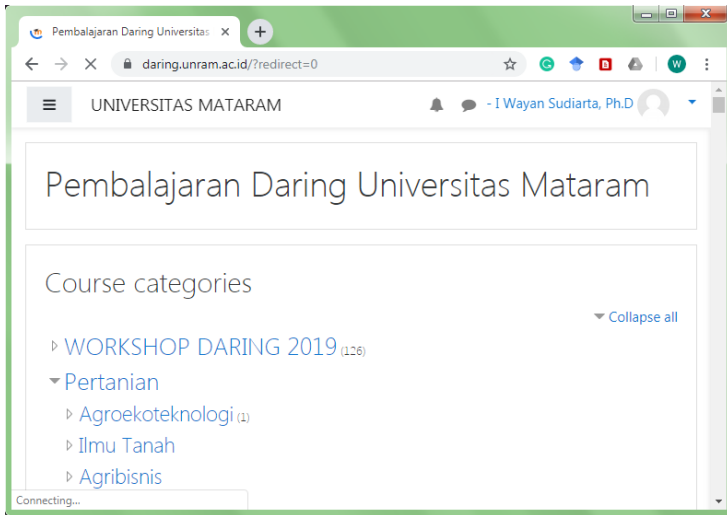
Membuat MK



Langkah 2:

Klik tanda ikon hamburger (3 garis pendek horisontal), klik Site Home

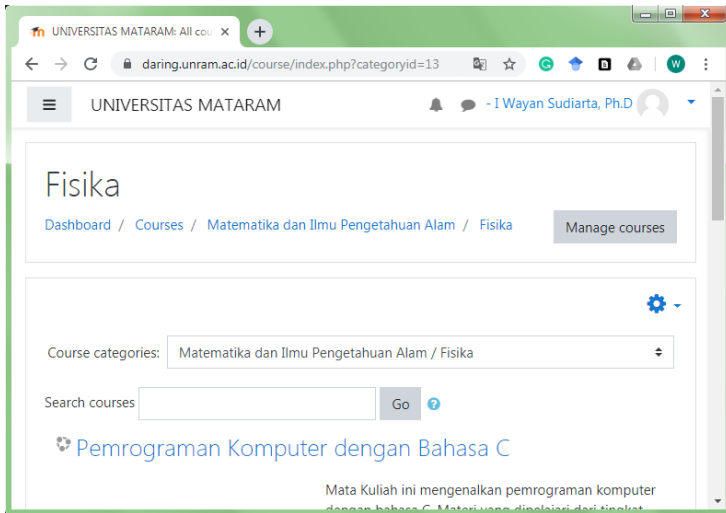
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Langkah 3:

Scroll dan Cari Prodi dimana MK diajarkan. Klik link prodinya.

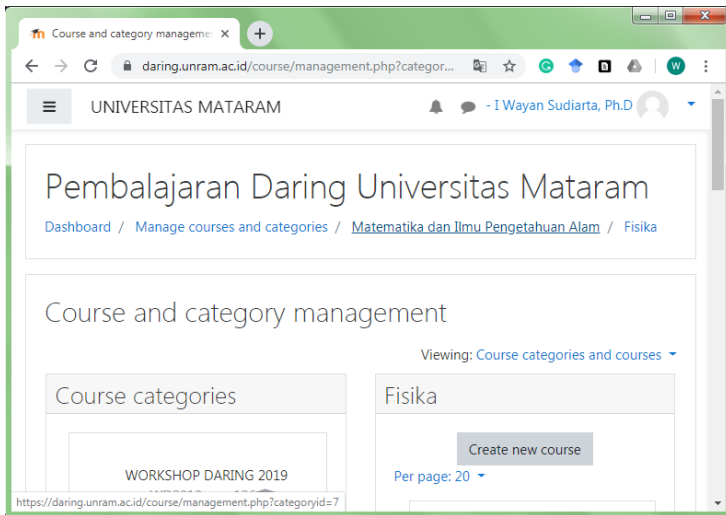
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Langkah 4:

Klik tombol Manage Courses. Jika tombol ini tidak ada berarti Anda belum sebagai Course Creator. Silahkan menghubungi Manager/Admin Moodle

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Langkah 5:

Klik tombol
Create new
course

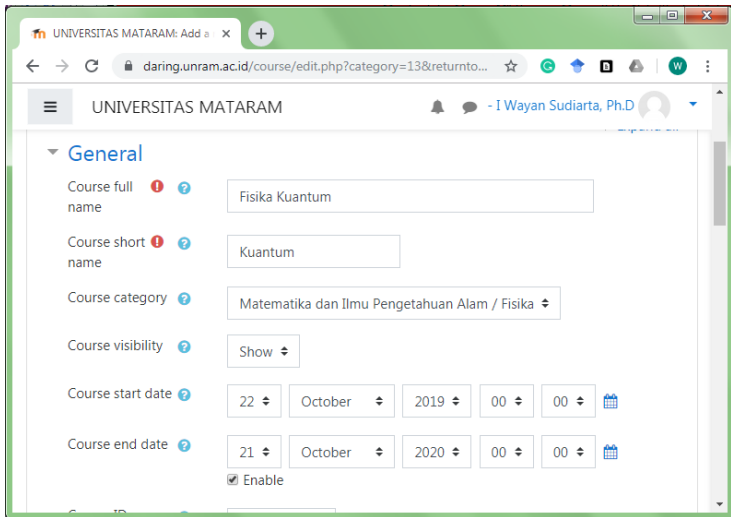
Membuat MK

The screenshot shows a web browser window with the URL `daring.unram.ac.id/course/edit.php?category=13&returnto...`. The page header includes the Universitas Mataram logo and the user name `- I Wayan Sudiarta, Ph.D`. The main heading is `Pembalajaran Daring Universitas Mataram`. Below the heading is a breadcrumb trail: `Dashboard / Category: Fisika / Manage this category / Add a new course`. The main content area is titled `Add a new course` and features an `Expand all` link. Under the `General` section, there are two input fields: `Course full name` and `Course short name`, each with a red exclamation mark icon and a blue question mark icon.

Langkah 6:

Ditampilkan form isian untuk MK baru.

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The screenshot shows a web browser window with the URL `daring.unram.ac.id/course/edit.php?category=13&returnto=...`. The page header includes the Universitas Mataram logo and the user name `- I Wayan Sudiarta, Ph.D`. The main content area is titled **General** and contains the following fields:

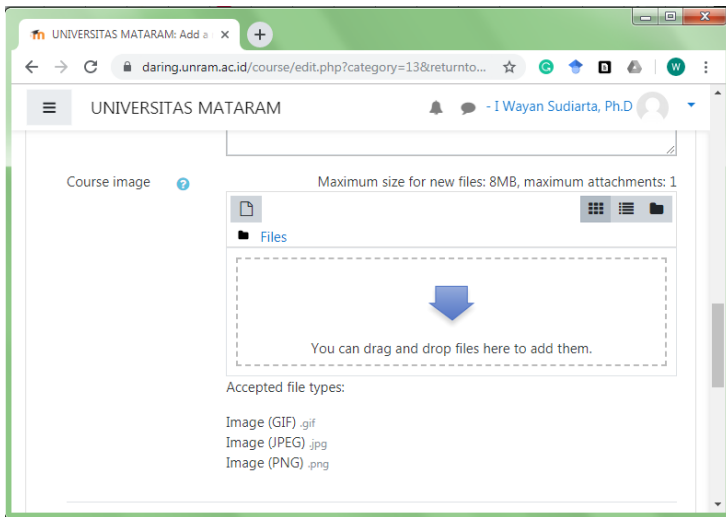
- Course full name:** Fisika Kuantum
- Course short name:** Kuantum
- Course category:** Matematika dan Ilmu Pengetahuan Alam / Fisika
- Course visibility:** Show
- Course start date:** 22 October 2019 00:00
- Course end date:** 21 October 2020 00:00

There is also an **Enable** checkbox which is checked.

Langkah 7:

Isi form Course full name, short name, category, visibility, awal dan akhir perkuliahan. Jika Anda baru mengisi course Anda dapat memilih Hide untuk visibility.

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Langkah 8:

Upload gambar jika diperlukan dengan cara klik tombol dokumen.

Membuat MK

The screenshot shows a web browser window with the URL `daring.unram.ac.id/course/edit.php?category=13&returnto...`. The page header includes the Universitas Mataram logo and the name of the user, I Wayan Sudiarta, Ph.D. The main content area is titled "Course format" and contains several settings:

- Format:** A dropdown menu set to "Topics format".
- Number of sections:** A dropdown menu set to "4".
- Hidden sections:** A dropdown menu set to "Hidden sections are shown in collapsed form".
- Course layout:** A dropdown menu set to "Show all sections on one page".

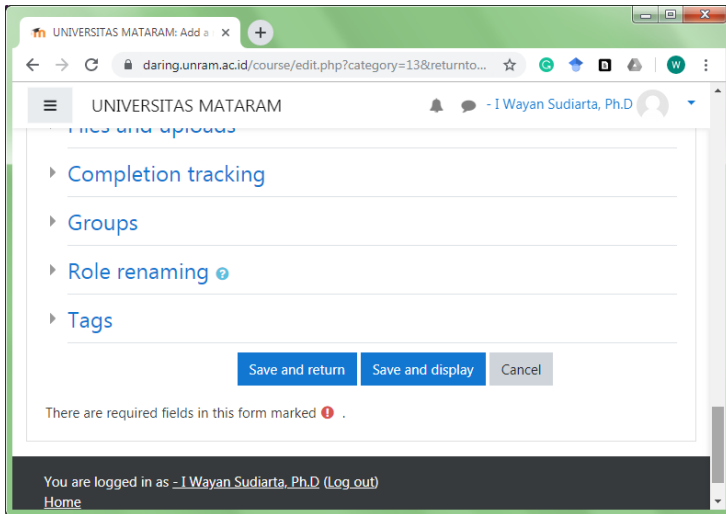
Below the "Course format" section, there are two expandable sections: "Appearance" and "Files and uploads".

Langkah 9:

Pilih Course Format yang sesuai dengan MK.

Pembagian materi MK biasanya berbasis topik atau mingguan. Jumlah section MK dapat diatur atau ditambahkan kemudian.

Membuat MK



The screenshot shows a web browser window with the URL `daring.unram.ac.id/course/edit.php?category=13&returnto...`. The page header includes the Universitas Mataram logo and the user name **I Wayan Sudiarta, Ph.D.**. The main content area is titled **FILES and uploads** and contains a list of items with expandable arrows:

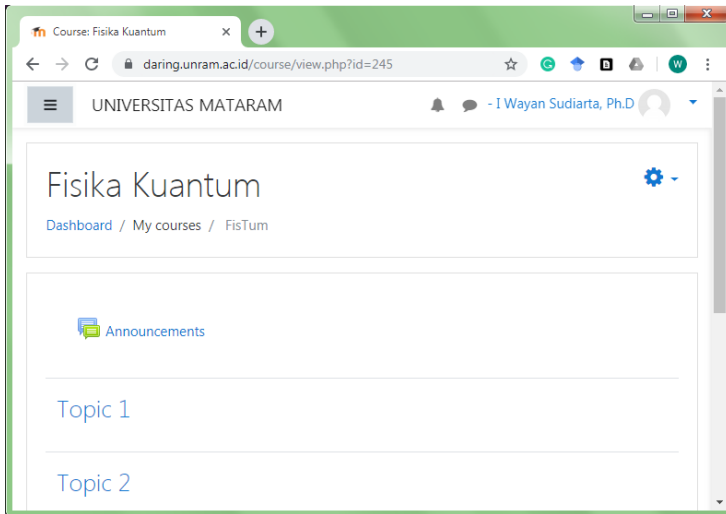
- ▶ Completion tracking
- ▶ Groups
- ▶ Role renaming ⓘ
- ▶ Tags

Below the list are three buttons: **Save and return**, **Save and display**, and **Cancel**. A message at the bottom of the form states: "There are required fields in this form marked ⓘ". The footer of the page indicates the user is logged in as **I Wayan Sudiarta, Ph.D.** with links for **(Log out)** and **Home**.

Langkah 10:

Setelah semua deskriptor MK diisi, Klik **Save and Display**.

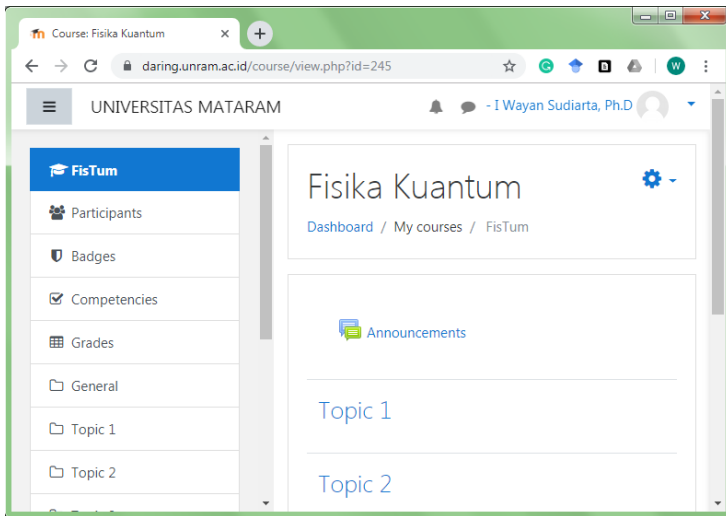
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Langkah 11:

Ditampilkan Laman Mata Kuliah. Ada dua tombol yang perlu diperhatikan: ikon hamburger dan roda gigi.

Membuat MK



Langkah 12:

Klik ikon hamburger, akan ditampilkan Menu MK.

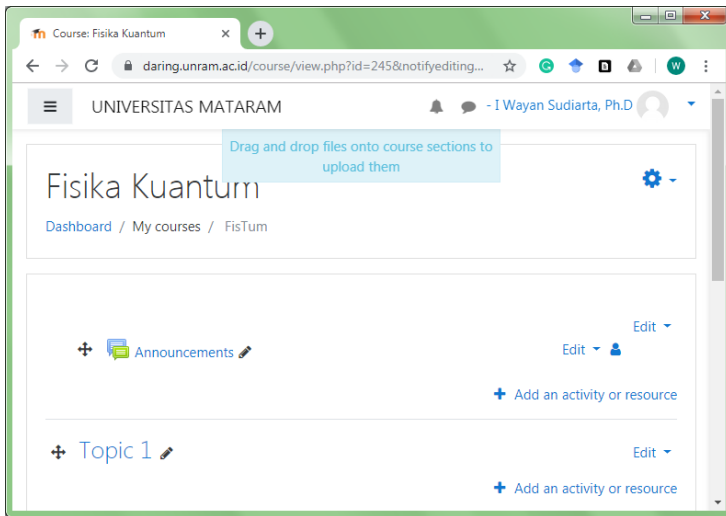
Membuat MK

The screenshot shows a web browser window displaying the Moodle course page for 'Fisika Kuantum' on the domain 'daring.unram.ac.id'. The course is managed by 'I Wayan Sudiarta, Ph.D.'. The left sidebar contains a menu with 'FisTum' and various course management options like 'Participants', 'Badges', 'Competencies', 'Grades', 'General', 'Topic 1', and 'Topic 2'. The main content area shows the course title 'Fisika Kuantum' and a list of topics, including 'Topic 1' and 'Topic 2'. A settings gear icon in the top right corner of the course content area is clicked, opening a dropdown menu with the following options: 'Edit settings', 'Turn editing on', 'Course completion', 'Filters', 'Gradebook setup', 'Backup', 'Restore', 'Import', 'Reset', and 'More...'. The URL in the address bar is 'https://daring.unram.ac.id/course/view.php?id=245#'.

Langkah 13:

Klik roda gigi akan ditampilkan menu aksi, pilih Turn editing on untuk mulai mengedit MK daring. Klik Edit setting jika mengedit deskripsi MK.

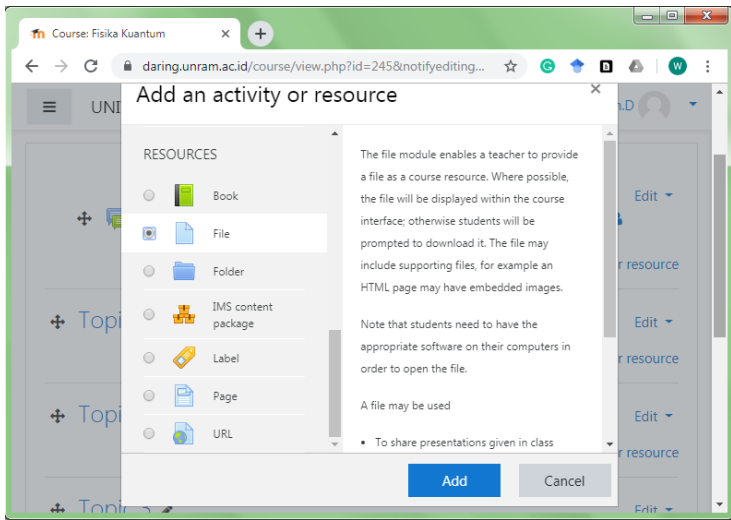
Membuat MK



Langkah 14:

Ditampilkan ikon-ikon pensil, menandakan sudah bisa diedit. Klik + Add an activity or resource untuk menambah materi.

Membuat MK



Langkah 15:

Pilih sesuai jenis materi. Kita menambahkan File dengan scroll ke bawah sampai ditampilkan pilihan File. Klik File dan kemudian Save.

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The screenshot shows a web browser window with the URL `daring.unram.ac.id/course/modedit.php?add=resource&ty...`. The page header identifies the user as 'I Wayan Sudiarta, Ph.D.' and the institution as 'UNIVERSITAS MATARAM'. The main heading is 'Adding a new File'. Under the 'General' tab, the 'Name' field contains the text 'Buku Kuantum'. The 'Description' field is empty and includes a rich text editor with various formatting icons. A checkbox at the bottom is labeled 'Display description on course page'.

Editing File

daring.unram.ac.id/course/modedit.php?add=resource&ty...

UNIVERSITAS MATARAM

- I Wayan Sudiarta, Ph.D.

Adding a new File

Expand all

General

Name !

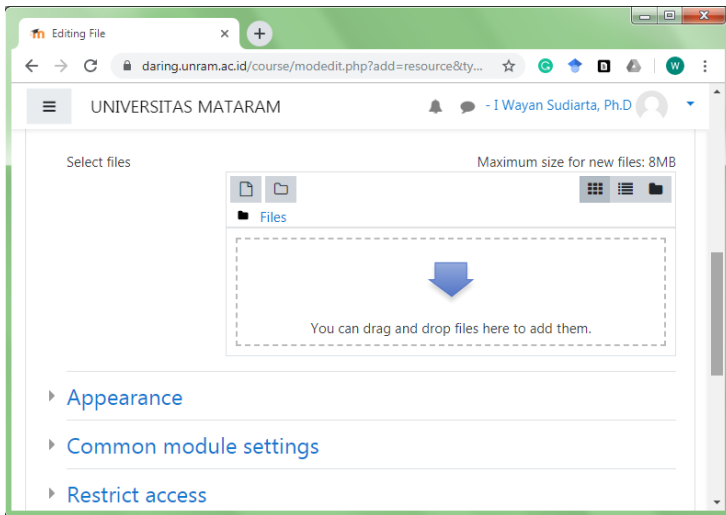
Description

☐ Display description on course page

Langkah 16:

Isi nama file
dan
deskripsinya.

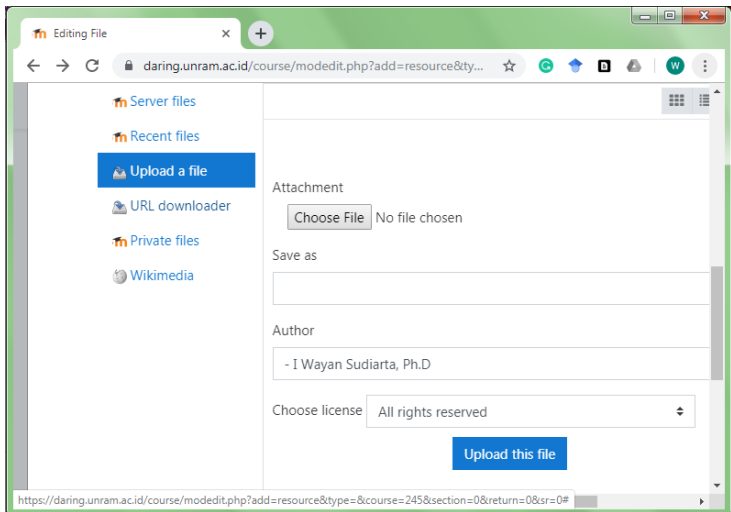
Membuat MK



Langkah 17:

Upload file dengan klik tombol dokumen. Atau dengan teknik Drag and Drop.

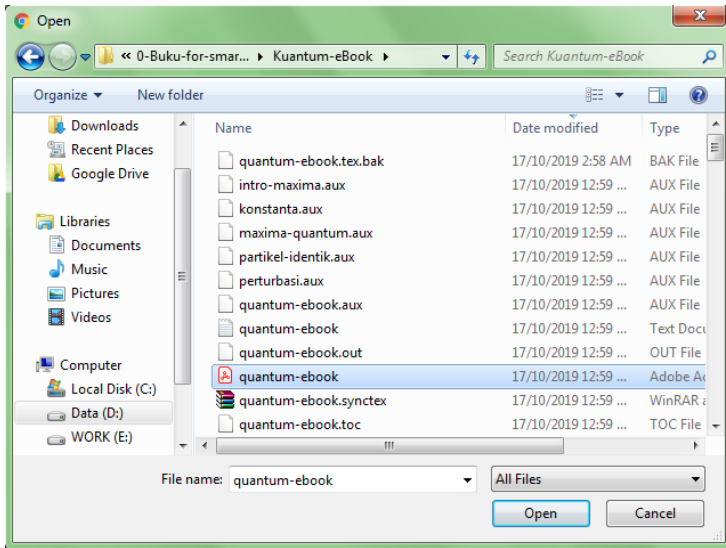
Membuat MK



Langkah 18:

Klik Upload a file. Klik Choose File

Membuat MK



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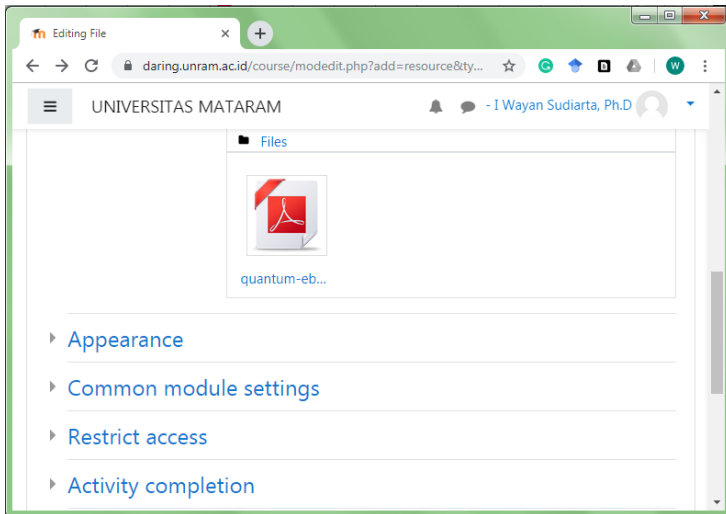
The screenshot shows a web browser window titled 'Editing File' with the URL `daring.unram.ac.id/course/modedit.php?add=resource&ty...`. The left sidebar contains a menu with the following items: 'Server files', 'Recent files', 'Upload a file' (highlighted in blue), 'URL downloader', 'Private files', and 'Wikimedia'. The main content area is titled 'Attachment' and contains the following fields:

- Attachment:** A 'Choose File' button is followed by the text 'quantum-ebook.pdf'.
- Save as:** An empty text input field.
- Author:** A text input field containing '- I Wayan Sudiarta, Ph.D'.
- Choose license:** A dropdown menu currently showing 'All rights reserved'.
- Upload this file:** A blue button at the bottom right of the form.

Langkah 20:

Klik Upload
this file.

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Langkah 21:

Setelah berhasil akan ditampilkan seperti ini.

Membuat MK

Editing File

daring.unram.ac.id/course/modedit.php?add=resource&ty...

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- I Wayan Sudiarta, Ph.D

- Restrict access
- Activity completion
- Tags
- Competencies

Save and return to course Save and display Cancel

There are required fields in this form marked .

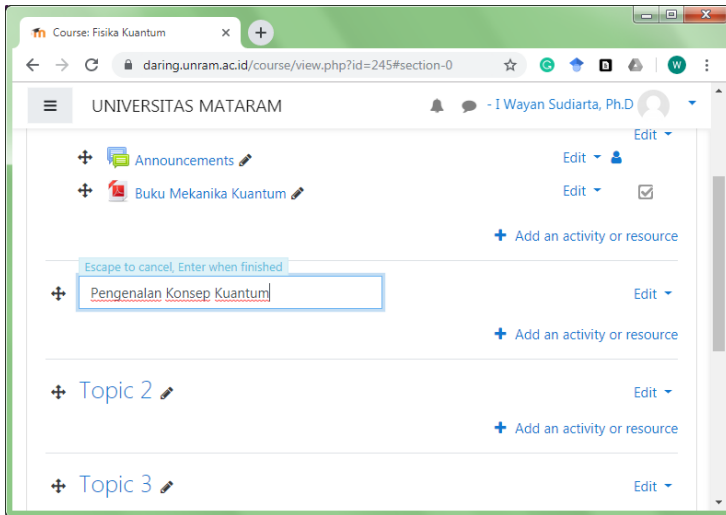
[Moodle Docs for this page](#)

You are logged in as - [I Wayan Sudiarta, Ph.D](#) ([Log out](#))

Langkah 22:

Klik Save and return to course

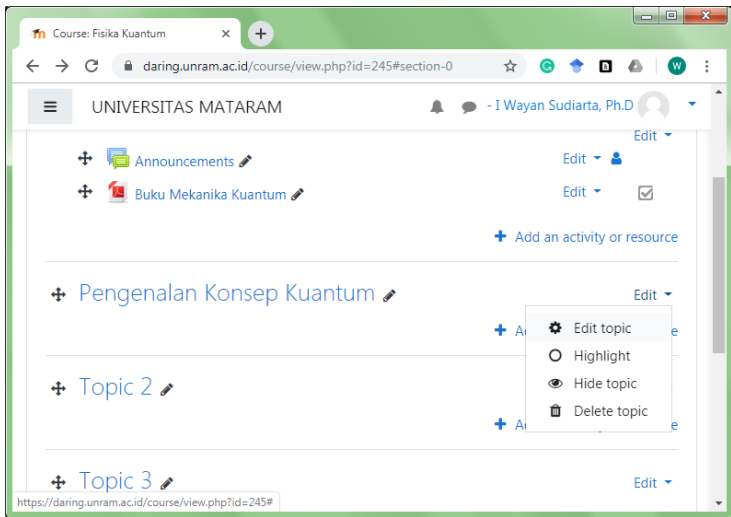
Membuat MK



Langkah 23:

Kemudian kita dapat mengedit judul setiap topik dengan klik ikon pensil. Setelah edit, tekan enter.

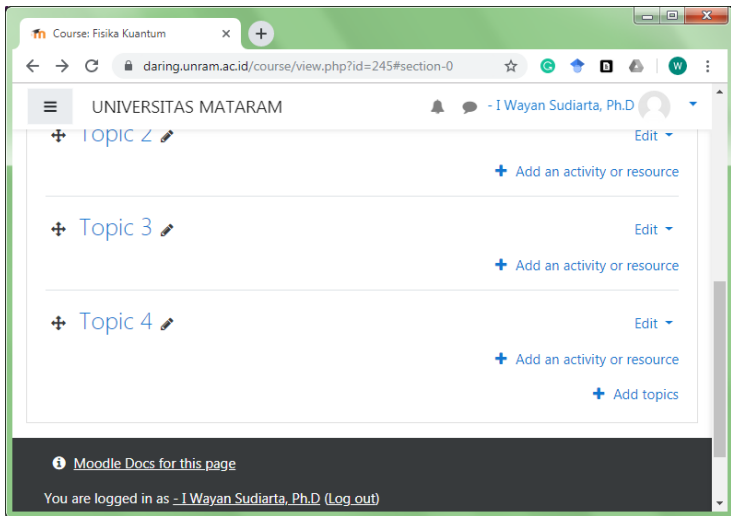
Membuat MK



Langkah 24:

Anda dapat juga klik Edit topic untuk mengedit tentang topik/materi. Pengaturan ini lebih lengkap.

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Langkah 25:

Untuk menambah topik, anda bisa Scroll kebawah, klik + Add topik. Untuk mengatur posisi topik, Anda dapat klik tanda empat arah dan drag ke posisi yang diinginkan.

Semoga bermanfaat dan Semangat Belajar!