Region 10 ESC Experience the power of ten.

This is a quick overview of how to navigate our E-learning platform Moodle. Once you log into your Moodle course the first thing that comes up is the home page. Your main Navigation tool is located on the left-hand side of the page in the pane labeled "Navigation". You can use this pane and its drop downs to easily move between subject sites from any page without going back to the main home page first. You can also navigate to a particular section of each course quite easily. Under the link labeled "course link" you will read the course name you are currently logged in to. Under the link labeled "My courses" you will read a list of all the courses you have signed up for.

There may also be extra block to the bottom of the Navigation pane. For example, this course has an "Upcoming Events" block.

Hidden blocks can be found to the left side of the screen and are represented by blocks positioned sideways. You can hover your mouse over the hidden block to expand it. In this example, the search form block is docked but can be easily opened. To undock the pane hover over it with the mouse until it expands. Then move your mouse to the icons located in the top right of the expanded pane. Hovering over them will present a brief description. Clicking the icon labeled "Undock Search forums block" (it looks like a small arrow) will move it to the right side of the page to the right of the Navigation pane.

If you want to save some space on your screen you can dock any pane by clicking the icon in the top right of the pane that reads "dock pane" when hovered over.

The dashboard feature will allow you to see the list of courses you are enrolled in, upcoming tasks if you have any, your calendar, latest badges, and private files. Once again, you can dock any block on the dashboard by clicking the furthest top right icon in each pane labeled "dock pane" when hovered over.

To return back to your course you can click on the course name in the navigation pane. Or click "My Courses" on the main page and select the desired course.

Most of the region 10 courses are designed using the grid format. This means that the site's main page will have tiles representing each of the course sections or major units.

This particular course has a welcome section, five content sections, a resource section, and assessment certification section. Each course will most likely have a resource section and a certification section.

Notice that most of the time you will not be able to access the certification section until you have finished all the required coursework. Some courses will have a separate section for the final quiz while others will have quizzes incorporated into each until of the course.

The course name is listed at the top of the page and is followed by a short course description. The course description provides you with a brief overview of the course and the number of hours you are expected to spend to complete the course. In addition, the overview might indicate the number of CPE hours you might earn after completing the course and the minimum score you need to achieve on a final assessment in order to receive the certification of completion.

Once you click on a section tile the section will open on the screen and you will see all the content for that particular section. There are a couple of ways to navigate between the topics.

1. One way to navigate Moodle is by using the breadcrumbs which are located on the top of the course page under the main tabs section. These are useful for going back to the previous page without using the back button.
2. You can use the arrows right above the section tile or on the bottom of the section to navigate between the topics in linear fashion.
3. Or you can use the drop down box labeled "Jump to" to navigate to any section in the course.

Notice however that a course might require you to complete the sections in a particular order. You will find this information in the welcome section of the course.

The Welcome section is very important and it is highly recommended that you review it very carefully before starting the course. In the Welcome section you will find course objectives as well as tools you need to be successful in this course. In addition, it will indicate the order in which the course sections will need to be completed. And whether or not you, the student, is responsible for manually checking off each section as you finish it. For example, as I finished reviewing the section on learning objectives I need to click the checkbox across from the section to indicate completion.

Works cited might also be included in the Welcome section and will include a list of works referenced in each section. We hope you found this tutorial on how to navigate in a Moodle course helpful. If you need additional guidance please contact the Region 10 Help Desk at 972-348-1234