

CREATING A FOLDER IN COURSE: Storing related videos or files

The screenshot shows a Moodle course page titled "TB Deleted Adding Lifesize Recordings Course". A red box highlights the course title. A red arrow points from this box to a text box that says "Open course". Another red arrow points from the text box to the "Information Center" section of the course page. A third red arrow points from the text box to the "Add an activity or resource" button at the bottom right of the page. The course page displays a list of activities under the "Information Center" and "May 7 - May 13" sections.

The screenshot shows the "Add an activity or resource" dialog box. The "Folder" option under the "RESOURCES" section is highlighted with a red box and a red arrow. A text box with a red border contains the instruction: "Scroll through activities and select 'Folder' under RESOURCES." Below this text box, the word "Add" is written, and a red arrow points to the "Add" button at the bottom of the dialog box. The dialog box also contains a description of the folder module and a list of use cases.

TB Deleted Adding Lifesize Recordings Course

Dashboard / My courses / TB Deleted Set Dates Course / Adding a new Folder

Adding a new Folder

General

Name

Videos: Course Recordings - BIH6329.01-SUAGraduate18

Description

Rich text editor toolbar with icons for undo, redo, bold, italic, bulleted list, numbered list, link, unlink, image, video, and help.

Display description on course page

Content

Files

Maximum size for new files: Unlimited

Files area with a dashed border and a blue arrow pointing down. Text below the arrow: "You can drag and drop files here to add them."

Display folder contents

Show subfolders expanded

Show download folder button

When the Resource: Add folder is selected and Added, this window opens.

Name the folder (related to the content recommended)

Description is optional, but include, "These are the course recordings for the week of xx/xx/xxxx."

The drag and drop box is where either files or videos located on the computer may be dragged and dropped to be stored and used in the course.

(Recommended: Save files to desktop, minimize and situate course screen so that desktop file is visible, drag file of video to Content Box)

The screenshot shows the Moodle course editing interface for "TB Deleted Adding Lifesize Recordings Course". The browser address bar shows the URL: <https://moodle.lcu.edu/course/modedit.php?add=folder&type=&course=>. The interface includes a sidebar with course navigation options (Participants, Badges, Competencies, Grades) and a main content area for adding a new folder. The "General" section is expanded, showing the folder name and description fields. The "Content" section shows a file upload area with a dashed border and a blue arrow pointing down. A red box highlights the file upload area, and a red arrow points from a text box to it. Another red box highlights the folder name field, and a red arrow points from a text box to it. A third red box highlights a folder icon on the desktop, and a red arrow points from a text box to it.

Editing Folder

https://moodle.lcu.edu/course/modedit.php?add=folder&type=&course=

Moodle Home MOODLE FAQ STUDENT HELP Search courses Search

Jeanna Morton

TB Deleted Adding Lifesize Recordings Course

Dashboard / My courses / TB Deleted Set Dates Course / Adding a new Folder

Adding a new Folder

Expand all

General

Name: Videos: Course Recordings - BIH6329.01-SUAGraduate18

Description: [Rich text editor]

Display description on course page

Content

Files

Maximum size for new files: Unlimited

You can drag and drop files here to add them.

Display folder contents

Show subfolders expanded

Show download folder button

ADD A BLOCK

Add...

Lifesize Videos saved to folder on Desktop

Open Folder and Drag folder content into Content Drag and Drop.

If choosing videos to be available in one folder, save them all to this desktop folder.

If choosing videos to be available in different weeks, save them to specified weeks folders on desktop to be dragged according to weeks

Each Video was dragged and dropped to Content box and now shows as a video icon with th Session Titles

SAVE AND DISPLAY

Course Page

Video Resource folder is now available on course page. I choose to create it in the Information Center, but it could be created in any of the course sections

TB Deleted Adding Lifesize Recordings Course

Dashboard / My courses / TB Deleted Set Dates Course / Information Center / Videos: Course Recordings - BIH6329.01-SUAGraduate18

Videos: Course Recordings - BIH6329.01-SUAGraduate18

Videos are now in the Resources Folder Activity on Course Page and are available for Course Participants to View

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