



Moodle Course Manual

Institute of Intellect Blending uses Moodle as online learning platform. Students can reach learning materials and assessments through their account on Moodle.

All assessments must be submitted on Moodle.

- Go to IIB Moodle website, and login with your details provided by the College.

<https://moodle.iib.edu.au/>

The screenshot shows the Moodle login page for the Institute of Intellect Blending. It features the institute's logo and name at the top. Below the logo, there are two input fields: 'Username / email' and 'Password'. A 'Remember username' checkbox is located below the password field. A 'Log in' button is positioned at the bottom left of the login area. To the right of the input fields, there are links for 'Forgotten your username or password?' and 'Cookies must be enabled in your browser'. A 'Log in as a guest' button is located at the bottom right of the login area.

- Under **My Courses** on the left menu, choose the course you want to access

The screenshot shows the Moodle 'My Courses' page. The left-hand menu is visible, with 'My courses' highlighted. The main content area displays a list of courses. The first course is 'XCM_2021_2 BSBXCM501 Lead communication in the workplace'. The second course is 'Test 1 TEST'. The third course is 'BSBPMG536 BSBPMG536 Manage Project Risk'. The 'My courses' menu item and the 'BSBFIN601 Manage organisational finances' course are highlighted with red boxes.

- You will be directed to Course page.
- You can find all learning and assessment materials for the course on this page.



The screenshot shows a Moodle course page for 'BSBFIN601 Manage organisational finances'. The left-hand navigation menu includes: Participants, Badges, Competencies, Grades, General, Unit of Competency, Learner Resources, Assessment, Self Study Materials, Trainer Resources, Lecture Recordings, Dashboard, Site home, Calendar, Private files, and Content bank. The main content area is divided into sections: 'Unit of Competency' (with 'Unit of competency' and 'Assessment Requirements'), 'Learner Resources' (with 'Learner Guide' and 'PowerPoint Presentation'), 'Assessment' (with 'Assessment Booklet', 'Assessment Resources', and 'Assessment submission link'), and 'Self Study Materials' (with 'Organisation Of Finance Function', 'What is FIXED CAPITAL?', and 'What is WORKING CAPITAL?'). Each item has a checkbox to its right. Three red boxes highlight the 'Learner Resources', 'Assessment', and 'Self Study Materials' sections.

- You must submit your assessment through Assessment submission link. Check Assessment Submission Manual for details on how to submit your assessments.