

## [Hands on Moodle Server \(A Quick Tutorials\) :](#)

### **Difference Between moodle and Academic Information System (AIMS)**

- Moodle is a **LMS (Learning management system)** used for e-learning purposes and activities (ex-medh server2,medh server3, medh server4).
- On the other hand, the **Academic Information System (AIMS)** is a portal where students can register for courses, add/drop courses and audit/withdrawal courses. Faculty members can accept the add/drop and audit/withdrawal requests, can see their course roll list and submit the online grades.
- The current servers (medh2,medh3,medh4) are moodle servers and used for e-learning purposes such as uploading lectures, videos and other learning materials.
- The Academic Information System (AIMS) can be accessed using the url - [www.iitrpr.ac.in/aims/](http://www.iitrpr.ac.in/aims/)

### **How to enroll users as a student/teaching assistant in the course:**

Although users can enroll in a particular course directly using the bulk upload utility, a teacher can also enroll students to their own course.

A teacher can also enroll students as **teaching assistants (editing teacher)** in their course.

### **The steps for adding students/TA in a course is as follows:**

1. First enter the course in which you are assigned as a teacher.
2. Click on the three lines present in the top right corner of the page to open the sub-menu as shown in the image below:

← → ↻ Not secure | medh3.iitrpr.ac.in/my/

Apps Ganglia:: IIT ROPAR... Ganglia:: IIT ROPAR... Webmail - Login HPC IIT Ropar (Res... pbsnodes(8): pbs n... docs.adaptivecomp...

☰ [click here for menu](#)

CRP (FOR MAIN CAMPUS) CRP (FOR TRANSIT CAMPUS)

 भारतीय प्रौद्योगिकी संस्थान, रोपड़  
Indian Institute of Technology Ropar

Course Overview

▼ ALL (EXCEPT REMOVED FROM VIEW) ▼

☰ COURSE NAME ▼

☰ CARD ▼



3. After the menu is opened click on the **participants** option.

tc1

Participants

Badges

Competencies

Grades

General

19 August - 25 August

26 August - 1 September

2 September - 8 September

9 September - 15 September

Indian Institute of Technology Roorkee

click here to view/enroll participants

# test\_course\_1

Dashboard / My courses / tc1

Announcements

19 August - 25 August

26 August - 1 September

edh3.iitrpr.ac.in/admin/tool/lp/coursecompetencies.php?courseid=272

- On clicking on participants option, a new page will open which shows the list of currently enrolled users.

Dashboard / My courses / tc1 / Participants

## Participants

No filters applied

Search keyword or select filter

Number of participants: 1

First name  All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Surname  All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

list of currently enrolled users is shown here

First name / Surname	Email address	Roles	Groups	Last access to course	Status
Pankaj kumar	pankaj@iitrpr.ac.in	Teacher	No groups	now	Active

click here to enroll new users

ENROL USERS

5. In this page you can click on the option **ENROLL USERS** to enroll new users in your course.
6. After you click on the Enroll users option a new dialog box will appear. In that you can select the users and their role.

**Enrol users**

**Enrolment options**

Select users: No selection

ashis

Assign role: Student

Show more...

ENROL USERS CANCEL

7. After selecting the required user and their role click on the **ENROLL USERS** button.
8. The new user will be now shown in the list.

In case if user is already enrolled in the course and you want to only change its role, you can change it from the list also

1. For that first go to the list of participants.
2. Find the particular user for which you want to change the role.
3. Click on the pencil icon shown after the role field of the user.

First name / Surname	Email address	Roles	Groups	Last access to course	Status
Pankaj kumar	pankaj@iitrpr.ac.in	Teacher	No groups	now	Active
Ashish Unh	ashish.uniyal@iitrpr.ac.in	Non-editing teacher	No groups	Never	Active

With selected users... Choose...

ENROL USERS

- Now delete the previously assigned role (by clicking on the “X” icon shown before the role), and select the new role from the list (by clicking on the drop down box).
- After you select the required role, click on the save icon to save the role as shown in the below image.

The screenshot shows a user management interface for a course. On the left is a sidebar with navigation options: tc1, Participants (selected), Badges, Competencies, Grades, General, 19 August - 25 August, 26 August - 1 September, and 2 September - 8 September. The main area displays a table of participants:

First name / Surname	Email address	Roles	Groups	Last access to course	Status
<input type="checkbox"/> Pankaj kumar	pankaj@iitrpr.ac.in	Teacher	No groups	now	Active
<input type="checkbox"/> Ashish Unh	ashish.uniyal@iitrpr.ac.in	<input type="text" value="Non-editing teacher"/>	No groups	Never	Active

Below the table, there is a section for "With selected users..." containing a "Choose..." dropdown menu. A red arrow points to a save icon (a document with a checkmark) with the text "click here to save the new role". At the bottom right, there is a blue button labeled "ENROL USERS".

- After that the role column will show the newly assigned role of the user.