eLearn at Mildred Elley

Student Moodle Training Checklist

After the completion of this tutorial, you, as a student, will be able to do the following:

- Sign into Moodle
- View Your Courses
- Post/Respond to forums
- Submit Assignments
- Register for Connect

eLearn at Mildred Elley

MILDRED ELLEY | eLearn

Signing into Moodle

Go to the site: https://elearn.mildred-elley.edu/
You will be brought to this page:

CAMPUSES ▾ | STUDENT PORTAL | ALUMNI | CAREERS | FACULTY & STAFF | English - United States (en_us) ▾   You are not logged in. (Log in)

Academi

☎ Call Us: (000) 123-456   ✉ Email: info@example.com

Site news

Site maintenance on October 31
by EE Admin - Monday, October 26, 2015, 2:34 PM

Please plan

Main menu
📄 Site news

Navigation

Click (Log In) to enter your credentials

You are not logged in. (Log in)

Log in

Username   jdoe2

Password   ●●●●●●●●●●

☑ Remember username

[Log in]

Forgotten your username or password?

Cookies must be enabled in your browser ⓘ

Type in your username.

Example, if your Mildred Elley email address is **jdoe2@students.midlred-elley.edu**, your user name is **jdoe2.**

Your password is your **net-work password**, the password you use to log onto the computer on camps.

Note: Personal or alternate email addresses **will not work.**

eLearn at Mildred Elley

View Your Courses

To view your courses, click on the course name under Course Overview.

Grid View: Your courses will be laid out in a grid view. Each section will account for a different week of the course.

Your course will be broken down into weeks. Click on the week you would like to view. A pop-up box will appear with that week's work.

Here your instructor will have posted what you need to do for that week: embedded videos, lectures, assignments, forums, and any other links.

Click on the title (in orange) of the activity for it to open with further instructions.

eLearn at Mildred Elley

Post/Respond to Forums

Click on the forum to see who has posted and when.

Introduction forum week 1

Please introduce yourself! Include your name, program of study & campus, and your favorite movie or thing to watch (tv, netflix, youtube, etc) - and why you like it. Please respond to at least one classmate and say hello :)

Add a new discussion topic

Discussion	Started by	Replies	Last post
Nice to meet everyone	Test Student 1	1	Vanessa Leonardo
			Tue, Oct 20, 2015, 11:26 AM
Week 1	Vanessa Leonardo	0	Vanessa Leonardo
			Tue, Oct 20, 2015, 11:25 AM
Excited to begin working	Test Student 2	0	Test Student 2
			Fri, Oct 16, 2015, 1:17 PM

To post to forums, click Add a new discussion topic. **Add a new discussion topic**

Enter a Subject, then type your answer to the forum questions here and review before posting to the discussion board. When done, click "Post to Forum."

Subject*	Re: Week 1
Message*	[formatting toolbar]

Discussion subscription ☑

Mail now ☐

Post to forum **Cancel**

Responding to a Forum

To respond to a forum, click on the thread. Choose Reply. Fill out the subject and write your message.

Once you have completed your message, click Post to Forum. To delete your post, click Cancel.

NOTE: Make sure you've chosen the person you want to Reply to before typing your message and posting it!

- Tuesday, October 20, 2015, 11:25 AM

...ame is Vanessa. I'm on the Metro campus. I love to watch Bob's Burgers on Netflix or dramas like Fargo and Bates Motel.

Edit | Delete | Reply

Why are forums important?

Posting to forums counts as attendance for the first 2 weeks of class.

It counts as class participation for all 8 weeks of class.

If you don't post, you can get withdrawn!

eLearn at Mildred Elley

MILDRED ELLEY | eLearn

Submitting Assignments

Each class will require you to submit assignments.

When you see this icon, an assignment has been posted.

A description of the assignment will be in the title. Click on the title.

Assignment One-Select your Topic

A description of your assignment will be posted on the first page.

Assignment One-Select your Topic

Research Topic

Please choose your research topic. Choose your topic from the list of topics provided below or that was listed in your syllabus. You must type your thoughts in at least one paragraph as to what your topic is why you have chosen your topic.

- Sigmund Freud
- Anna Freud
- Margaret Mahler

When you scroll down, you see a submission status and an ADD SUBMISSION box.

Click here to submit your assignment:

Add submission

Assigment #1

Write an analysis of the chapter readings. 1-2 pages.

Online text

File submissions

Maximum size for new files: 1MB, maximum attachments: 20

▶ Files

You can drag and drop files here to add them.

Save changes   Cancel

Enter your text or upload a file.

Once you have reviewed your submission, click on SAVE CHANGES to submit to your instructor.

Save changes   **Cancel**

eLearn at Mildred Elley

Connect: Register or Sign in
Never signed up for Connect before? See below! Already Registered? Go to the next page.

First Time User Registration

1. Click on the Connect link provided by your instructor.

2. Click on "**Register Now**."

Instructor: Life Sciences

Textbook: Principles of Environmental Science Cunningham , 7 th ed.

REGISTER NOW

3. Enter your Mildred Elley email address—This will be your Connect username. Make sure that you do not make any spelling errors.

Student Registration

Tell us your email address
We'll check to see if you already have a McGraw-Hill Education account and show you your registration options. Our Privacy Policy

Email Address:
Example: jdoe@email.com

Cancel   Submit

4. Your book comes with a registration. Enter that code exactly as it appears. Then click Submit.

Registration Code:

☐ - ☐ - ☐ - ☐ - ☐   Submit

Example: GRFU-BYHA-6MYJ-FGMK-F9XA

5. Then create your account. (All fields with a red asterisk are required.)

Registration: Create an Account

To complete your registration, you'll need to create a McGraw-Hill Higher Education account. You will use this account to log in to the premium content on this site, and access the premium content for other registered products.

* indicates required information

Create your account
* Email address: maggie_ekstrom@comcast.net
* Re-type your email address:
* Password:
* Re-type your password:
Name(*First, MI,*Last):

Tell us about your school
* Country: United States
* State:
* School:

Tell us some security information
If you forget your username or password, we will use this information to retrieve it.
* Select a question:
* Your answer:
Secondary email address:

McGraw-Hill Education Service Agreement

☐ * I Accept

Cancel   Complete My Registration

- Re-type your Mildred Elley email address.
- Create a password that has 1 uppercase, 1 lower case, AND 1 number that is at least **8 characters** long.
- Choose NY and Mildred Elley College.
- Choose a security question that is easy for you to remember.
- Click I ACCEPT to accept terms and conditions. (It won't work otherwise.)
- Click COMPLETE MY REGISTRATION.

6. When registration is complete, click ⊘ Go to Connect Now to start your class!

MILDRED ELLEY | eLearn

CONNECT STUDENT QUICK TIPS (Cont'd)

Already registered for a Connect account in the past? Follow the directions below.

Returning USER REGISTRATION

1. Go to the web address provided by your instructor:

2. Click on "**Register Now**."

Instructor: Life Sciences

Textbook: Principles of Environmental Science Cunningham , 7 th ed.

REGISTER NOW

3. Enter the email address you registered with. Make sure that you do not make any spelling errors.

Student Registration

Tell us your email address
We'll check to see if you already have a McGraw-Hill Education account and show you your registration options. @ Our Privacy Policy

Email Address: [   ]
                       Example: jdoe@email.com

Cancel   Submit

4. You will be prompted to enter your password. Enter the password associated with this account.

5. Your book comes with a registration. Enter that code exactly as it appears. Then click Submit.

Registration Code:
[   ] - [   ] - [   ] - [   ] - [   ]   Submit
Example: GRFU-BYHA-6MYJ-FGMK-F9XA

Click ⊙ Go to Connect Now to start your class!

eLearn at Mildred Elley

Need help?

For online technical help with Moodle, email

onlinehelp@mildred-elley.edu

Make sure to visit your on-campus support centers:

NYC - Online Support Center 1629

Albany - Online Student Support Center Room 223

Pittsfield - IT Department

For help with Sonis or your email credentials, email **Support1@mildred-elley.edu**