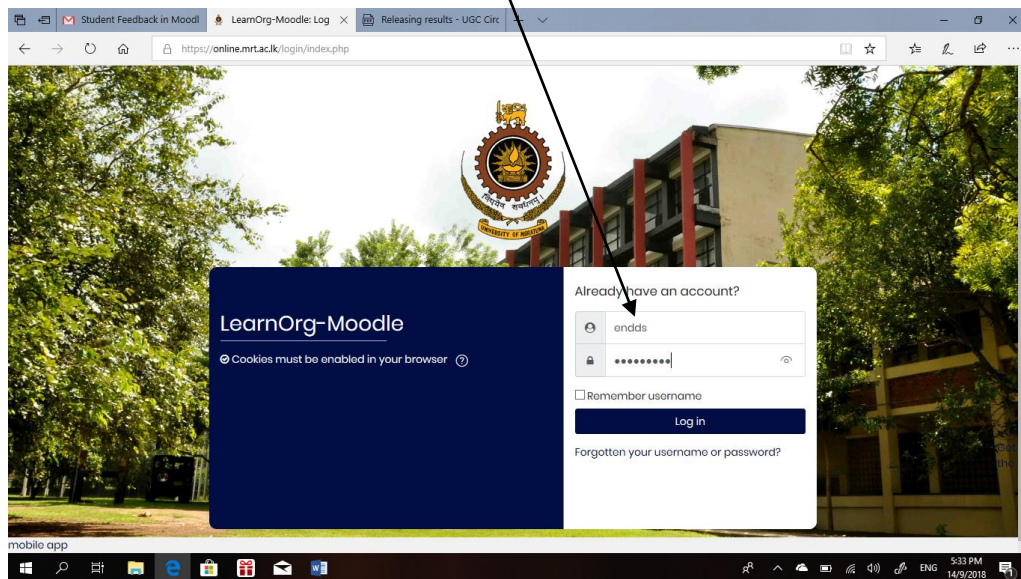


## Instructions to use Moodle to obtain student feedback

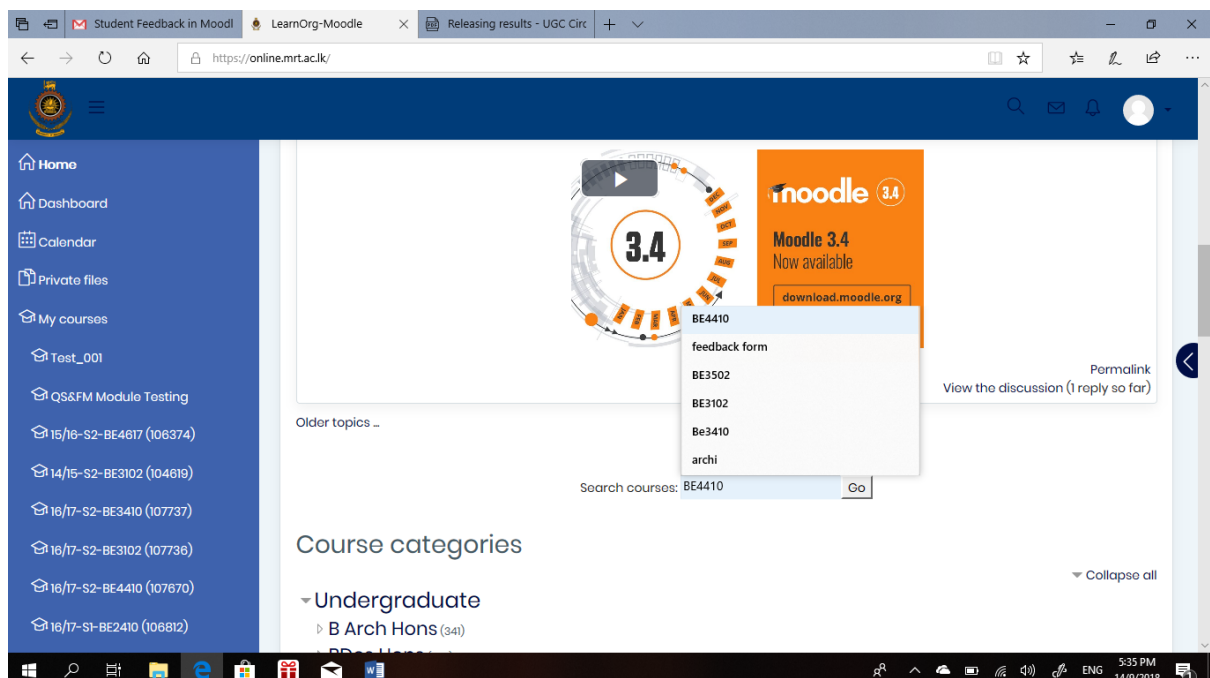
### Step 1: Login to Moodle

Login to Moodle using your uom user account.



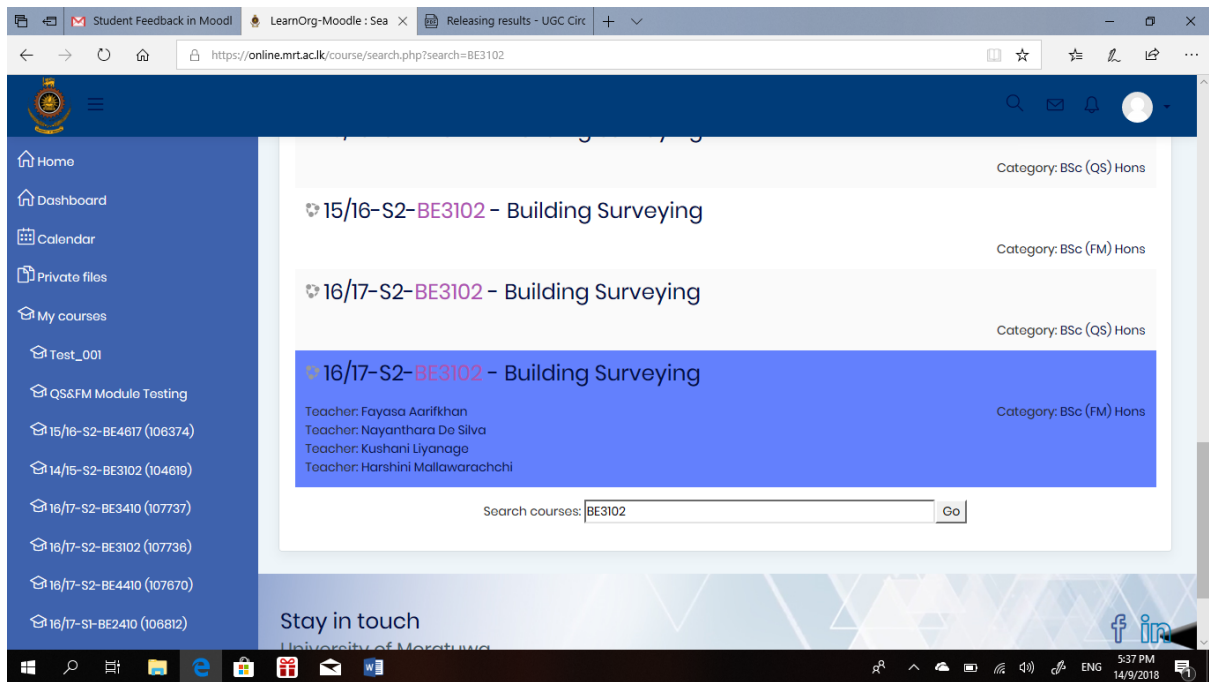
### Step 2: Select your module

Select your module by entering the module code as shown below;



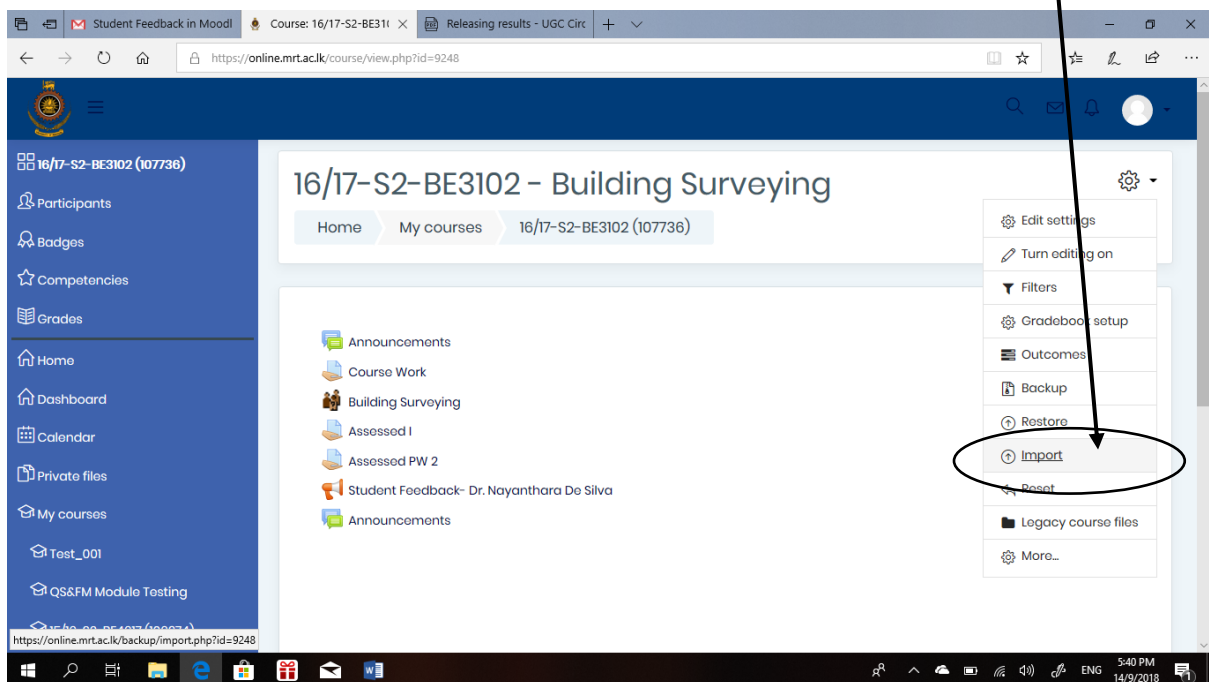
### Step 3: Select the student batch

Select the current batch by clicking the relevant academic year and the semester as shown below;

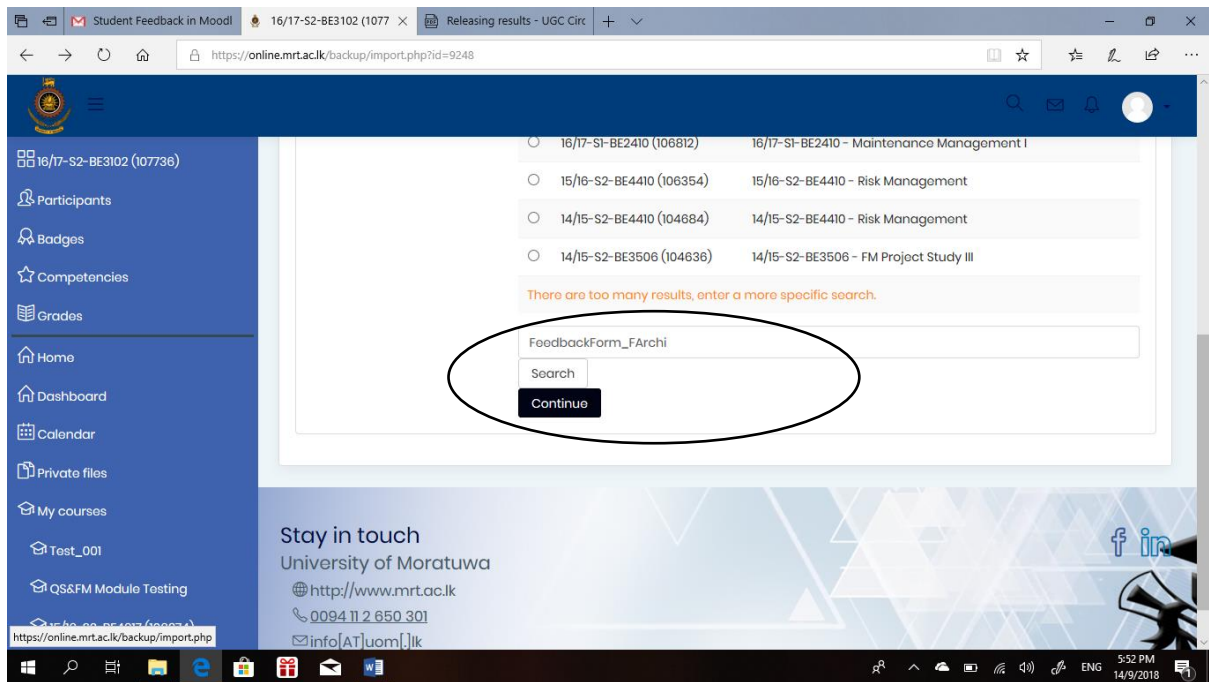


#### Step 4: Importing the student feedback to your module

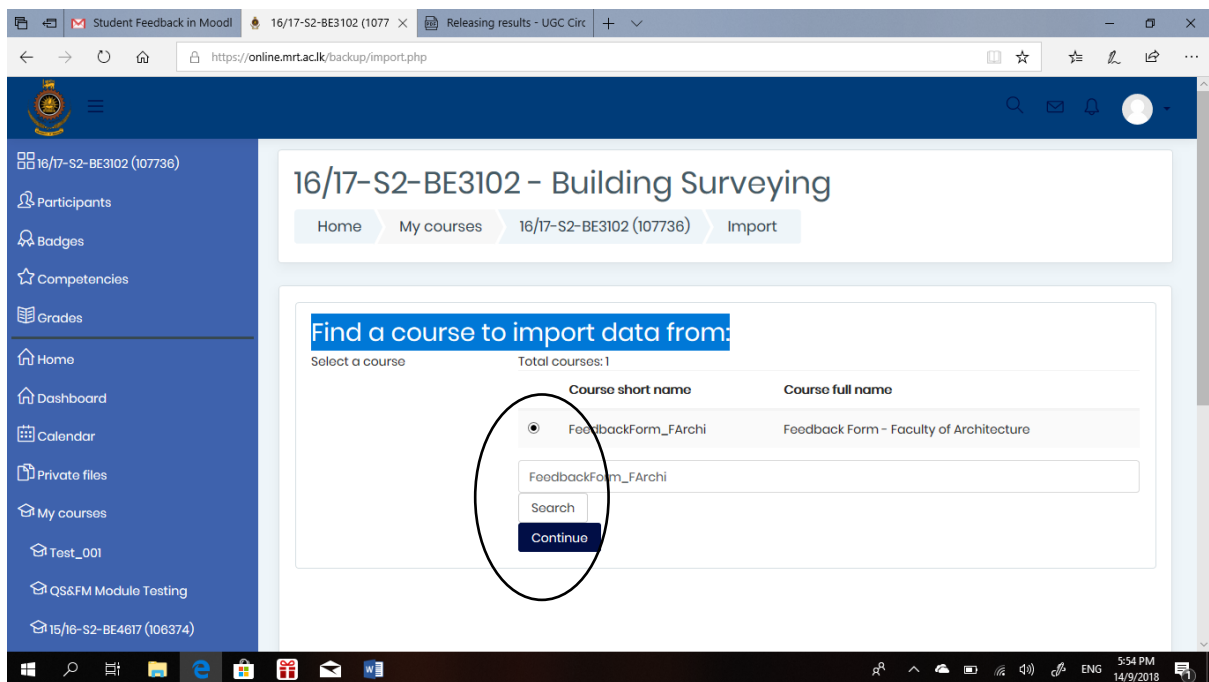
On your module page, click the drop down button at the right corner, and select “Import”



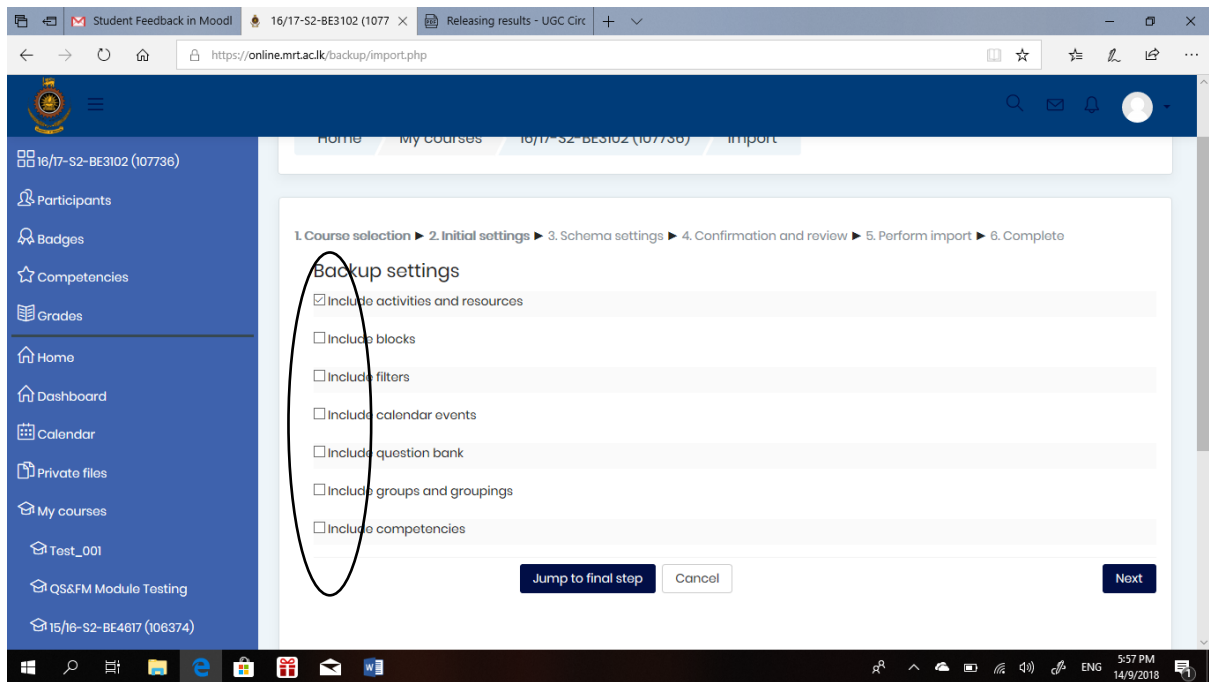
Type “FeedbackForm\_FArch” in the search box to select the module in which the feedback form is inserted. The search box appears at the bottom of the page of *Find a course to import data from*. Then click the button “continue”.



At the page *Find a course to import data from:*, select the *FeedbackForm\_FArch* and click *Continue*

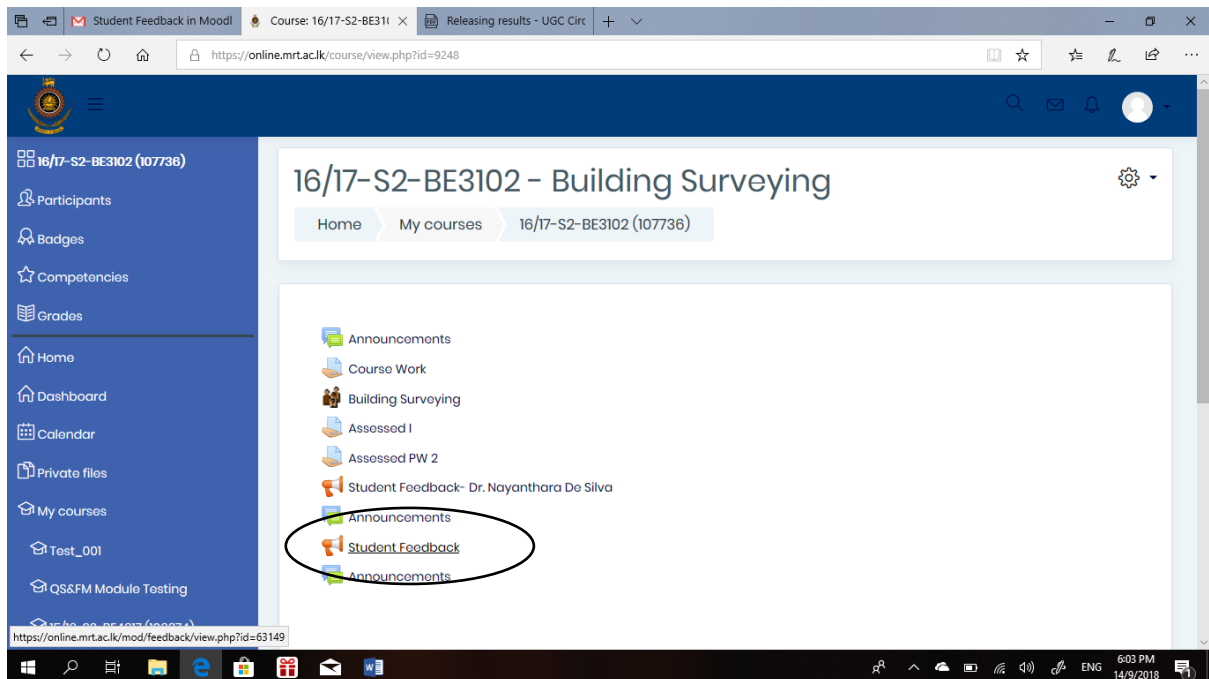


The below page will appear. Un select all settings except the “Include activities and resources”. Click on “Jump to final Step” and then click “continue” to import the form on to your module.

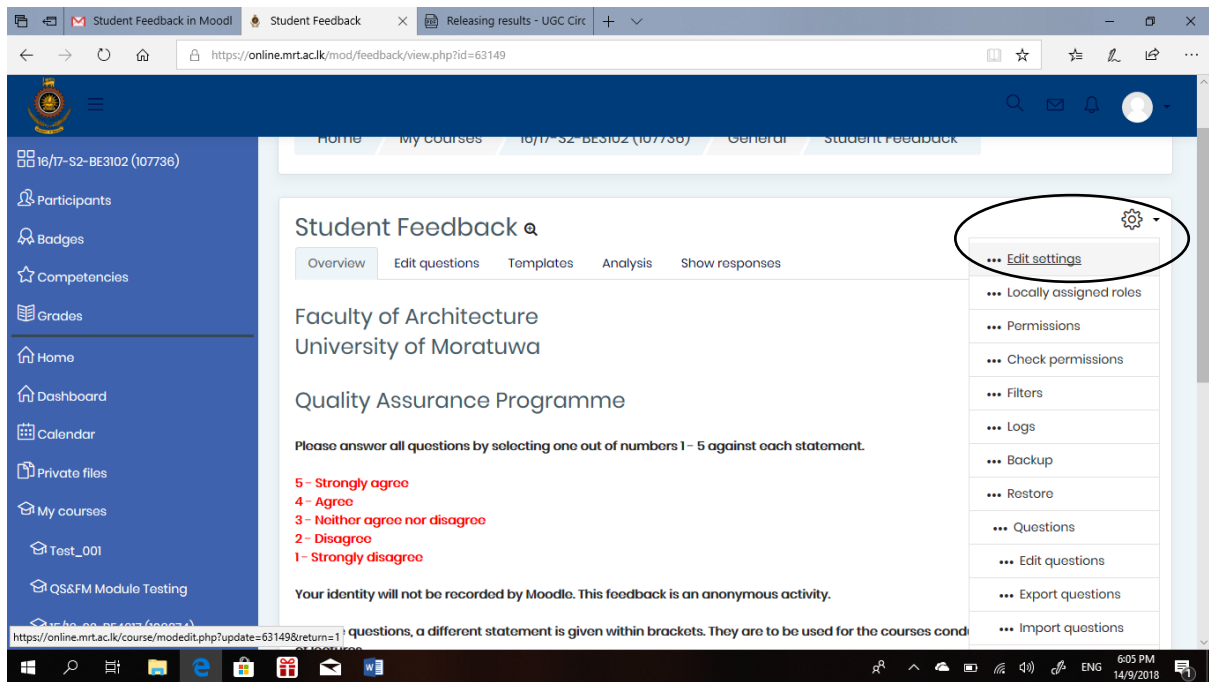


## Step 5: Edit the Student Feedback

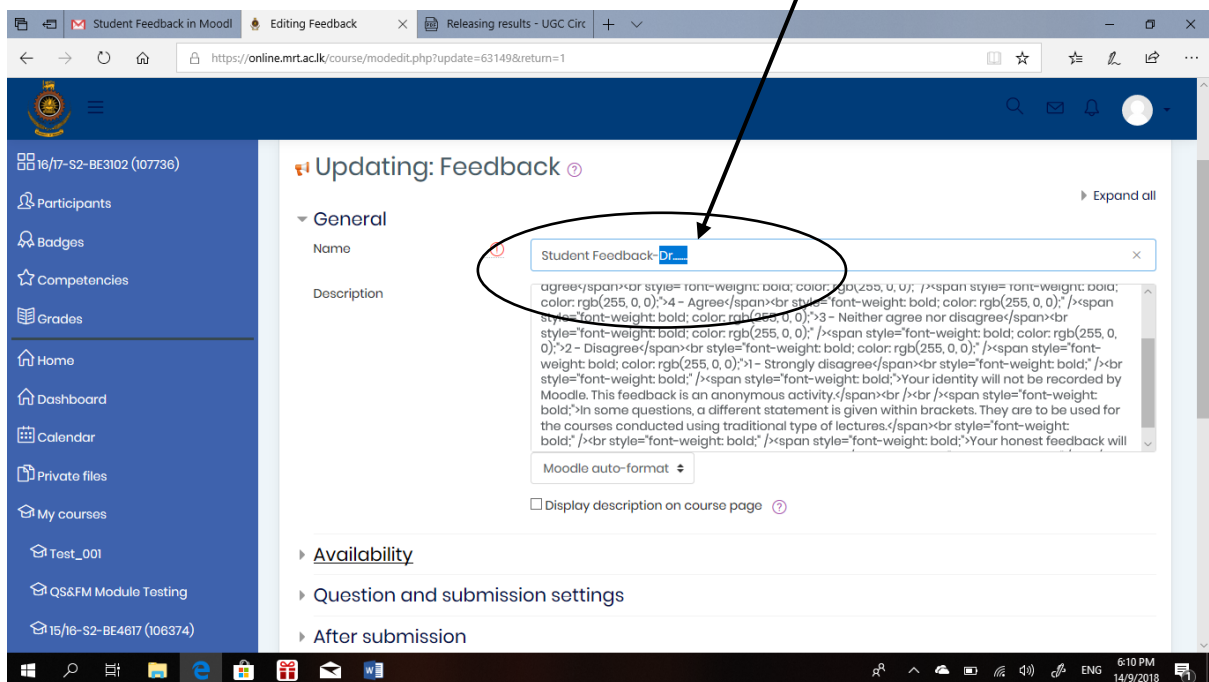
Click the link Student Feedback appeared on your module.



On the feedback page, click the dropdown button at the right corner and select “edit settings”



You can re-name the feedback form by entering your name as shown below;



At the bottom of the page, click “Availability” to set dates for availability of the feedback for submitting the responses. You can click “Save and return to the course”

Student Feedback in Moodle | Editing Feedback | Releasing results - UGC Circ

https://online.mrt.ac.uk/course/modedit.php?update=63149&return=1

Moodle auto-format

☐ Display description on course page

**Availability**

Allow answers from

11 April 2018 12 50 ☒ Enable

Allow answers to

27 June 2018 12 50 ☒ Enable

**Question and submission settings**

After submission

Common module settings

Restrict access

Tags

Competencies

Save and return to course Save and display Cancel

There are required fields in this form marked \*

16/17-S2-BE3102 (107736)

Participants

Badges

Competencies

Grades

Home

Dashboard

Calendar

Private files

My courses

Test\_001

QS&FM Module Testing

15/16-S2-BE4617 (106374)

6:11 PM 14/9/2018