

LOGGING ON TO MOODLE

LOETB'S MOODLE SITE

You can do directly to the Moodle site at <https://loetb.etbonline.ie/> or use the “Moodle” link on the top right corner of LOETB’s website www.loetb.ie

LOGGING IN

Click on “Log In” in top right-hand corner.

ALREADY HAVE USERNAME AND PASSWORD?

Enter your username and password and click “Log In”.

If it is your first name to log in, you will be brought to the Site Policy Agreement, which you must accept before you can access any course.

FORGOT YOUR PASSWORD?

Use the “Forgot Password” option and you will get an email to reset your password

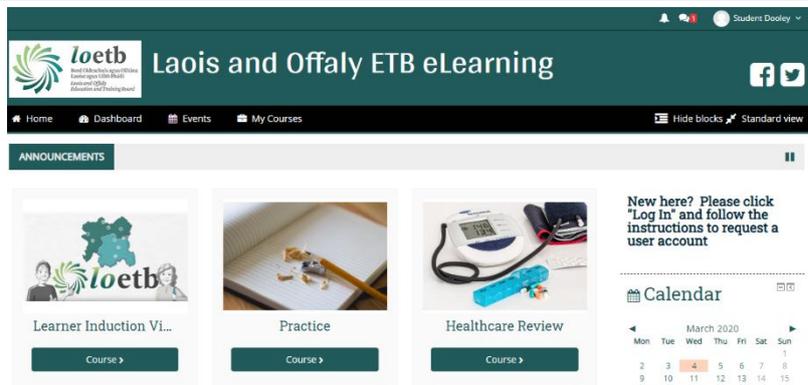
DON'T HAVE A USERNAME AND PASSWORD?

If you do not have a user account, but you do have an LOETB email address, you can self-register by clicking on “Create New Account”.

If you do not have an LOETB email address, you must use the “Request an Account” link.

ACCESSING YOUR COURSE

When you log in, you will arrive at your dashboard which will show all the courses on which you are registered as a learner. Click on a tile to access that course/subject. You will also see a link to LOETB’s Learner Induction Video, which all learners should be familiar with. If you have any private messages you will see this highlighted at the top of the screen.



The screenshot shows the Moodle dashboard for Laois and Offaly ETB eLearning. At the top, there is a navigation bar with the LOETB logo, the site name, and user information (Student Dooley). Below the navigation bar, there is a section for announcements. The main content area features three course tiles: 'Learner Induction Vi...', 'Practice', and 'Healthcare Review'. To the right, there is a 'New here?' message and a calendar for March 2020.

Click “Home” (top left) at any time to return to this screen.

Click on your course/subject to view the content. The layout of each course may vary according to how your teacher/tutor has set it up, but commonly you will see the course divided into different sections with a variety of resources for you to access. Your teacher/tutor will advise you further on this.

SUBMITTING AN ASSIGNMENT

Your teacher/tutor may have set up the facility to submit written assignments through Moodle. If so, the assignment will have the blue icon below beside it.

Assignment 1 - Personal Reflection

Click on the assignment heading, and then click on “Add Submission” to upload your document. Click on the “Add File” icon or drag your file into the area with the arrow and then click “Save Changes”

File submissions

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



Files



You can drag and drop files here to add them.

Your teacher/tutor will advise you further.