Research Training Program

Guide to Accessing Online Epigeum Courses in Moodle
Step 1: Access UNSW Moodle via

• Key in your User ID and Password, and then click ‘Agree and sign on’
• For help on User ID/Password, click ‘Forgot password’
Step 2: Click on ‘Site Home’ to access UNSW Moodle Homepage

• Click ‘Site Home’
Step 3: Search for the online Epigeum courses

- Type **FASS Research Education** and click ‘Go’
Step 4: Access FASS Research Education to enrol in the online Epigeum courses

- Click ‘FASS Research Education’
Step 5: Enter in the Enrolment Key: **epigeumstudent (all lower case)** to self-enrol for the online Epigeum courses

- Type **epigeumstudent** and then click ‘Enrol me’
Step 6: You now have access to all online Epigeum courses: 8 core courses and 7 complementary courses. The remaining slides will guide you through the interface.

- You have to click on the links to access the respective courses, quizzes and course evaluations.
Research Training Programme (RTP)

Guide to Moodle Interface for Online Epigeum Courses

A General
B Completing a Quiz
C Navigating through Course Content
D Completing a Course Evaluation
E Checking Your Progress
• Please read the instructions for completing a core course carefully.

• Each course has 5 components and prior to completing them, the boxes beside each component will be unchecked.
Completing a Quiz – Step 1

- Click on the link for the quiz that you want to attempt. For example a Pre-Knowledge Quiz.
Completing a Quiz – Step 2

- Click ‘Attempt quiz now’
Completing a Quiz – Step 3

- This panel shows you the number of questions for the quiz.
- Pre-Knowledge and Post-Knowledge quizzes typically have less than 10 questions.
- End-of-Course Quizzes will have 20 questions.
Completing a Quiz – Step 4

After attempting all the questions and clicking the ‘Next’ button, you will arrive at this screen.

1. Click ‘Submit all and finish’ for the Confirmation window.

2. Click ‘Submit all and finish’ finalise answers.
Navigating through Course Content – Step 1

• Click on the link for the course content that you want to access. For example, Conferences, Presenting and Networking.
Navigating through Course Content – Step 2

- **Ignore** the information here.
- Ensure that the mode selected is ‘Normal’ before clicking on ‘Enter’.
Navigating through Course Content – Step 2

- You have to click on the links on the left-hand side to access the various content.

- The course content is highly interactive. You can click on the various buttons on each screen to explore the various available resources.
 Completing a Course Evaluation – Step 1

- Click on the link for the course evaluation that you want. For example the Course Evaluation: Conferences, Presenting and Networking
Completing a Course Evaluation – Step 2

- Click ‘Answer the questions...’
Completing a Course Evaluation – Step 3

- Answer all the questions and click ‘Submit questionnaire’ to complete the course evaluation
Checking Your Progress

• A course is considered completed once it has 5 ticks beside the 5 components.
• A GREEN tick indicates that you pass the End-of-Course Quiz.

• A RED cross indicates that you attempted the End-of-Course Quiz, but did not obtain the passing grade. You will have to attempt the quiz again until you pass.