



**Independent Electrical
Contractors**

**CMS User's Guide
For Instructors**

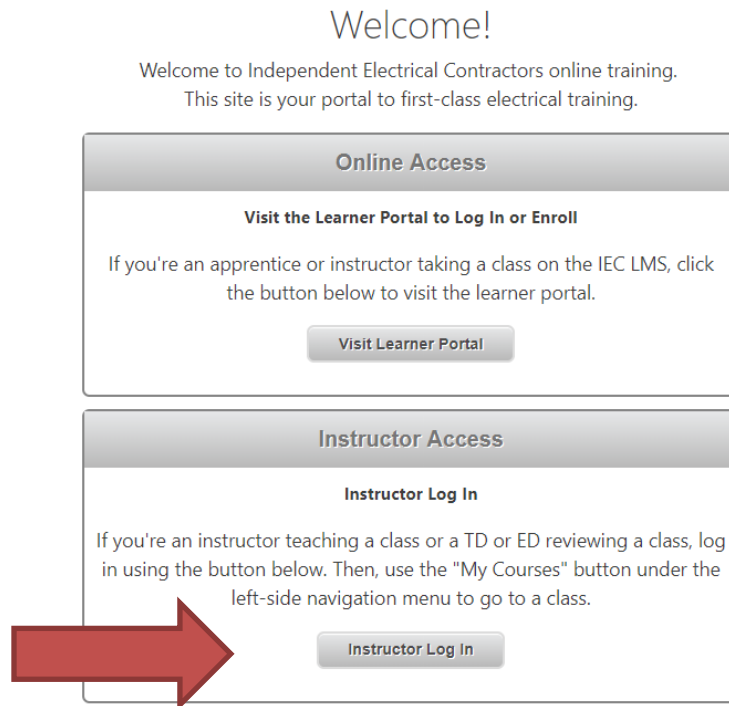
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Logging In

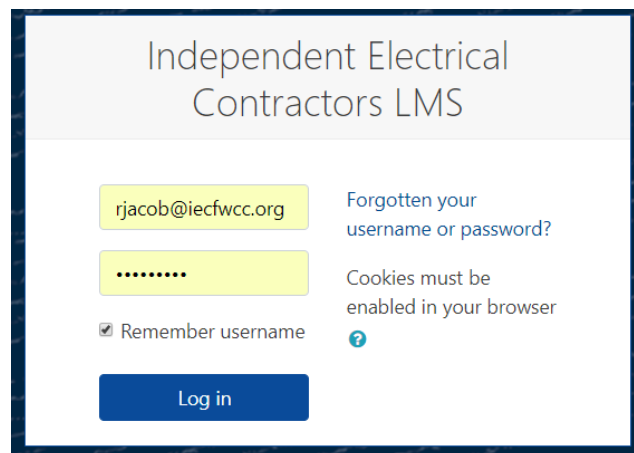
Go to: <http://ieci.atplms.com/>

Click “Instructor Log In”



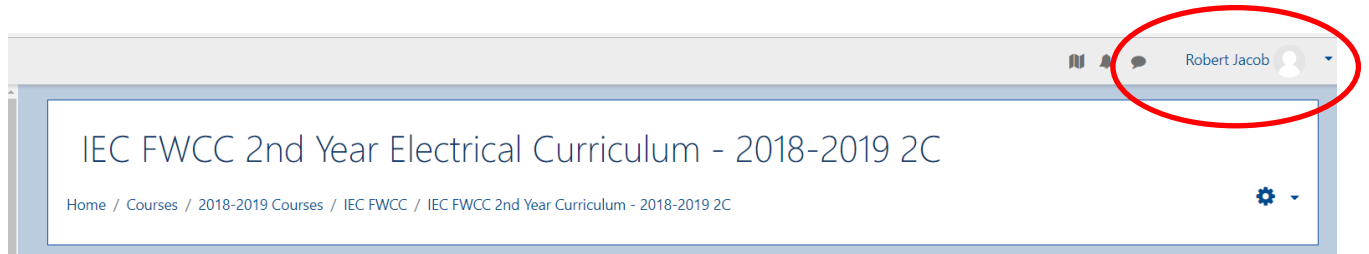
Username: Your email

Password: set when you first register and can't be changed except by ATP



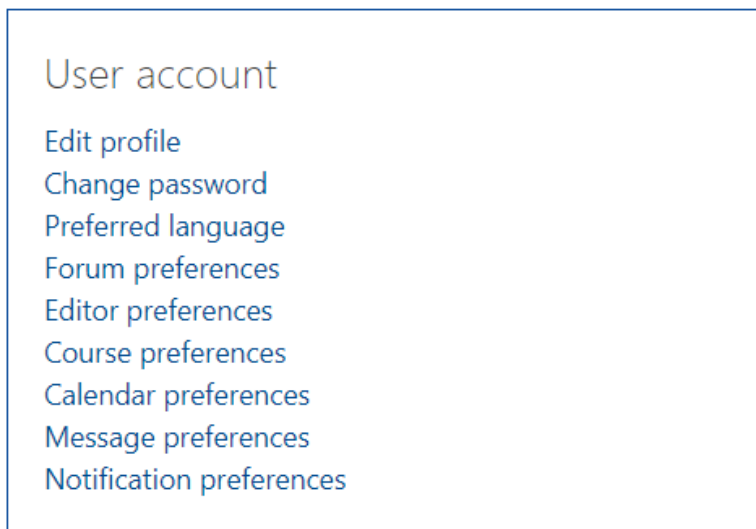
Edit Profile

Click on your name to edit your profile



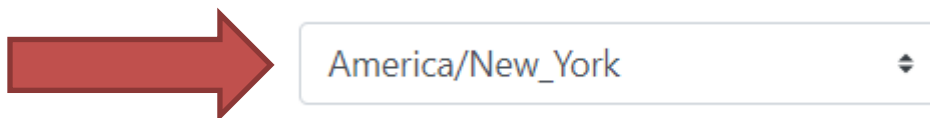
Under Preferences, you will see:

Preferences



Under "Edit Profile" you can change the time zone.

Use dropdown to select your time zone



Home Page

IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1T

Home / Courses / 2018-2019 Courses / IEC FWCC / IEC FWCC 1st Year Curriculum - 2018-2019 1T

News forum

► Open all ▼ Close all

Instructions: Clicking on the section name will show / hide the section.

- Lesson 101 - Orientation and Basic Principles
- Lesson 102 - Tools, Fasteners, and Knots
- Lesson 103 - Introduction to Safety, Navigating the NEC® and EWR Plans
- Lesson 104 - Introduction to Electric Charges and Basic Math
- Lesson 105 - Applied Math, Circuit Theory, Plans & Specs

Latest announcements
Add a new topic...
(No announcements have been posted yet.)

Upcoming events
There are no upcoming events
Go to calendar...

Recent activity
Activity since Monday, 6 August 2018, 7:53 AM
Full report of recent activity...
No recent activity

From anywhere in the course, you can easily return to the home page by clicking the name of the course

IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1F: Setup: Gradebook setup

Home / Courses / 2018-2019 Courses / IEC FWCC / IEC FWCC 1st Year Curriculum - 2018-2019 1F / Grade administration / Setup / Gradebook setup

Gradebook setup

Gradebook setup

Click on the arrow to expand the lesson and see all the worksheets

Check Participants & Grades

IEC FWCC 1st Year Curriculum - 2017-2018 1D

Participants

No filters applied

Search keyword or select

Number of participants: 16

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

Select	First name	Surname	Email address	Roles	Groups	Last access to course	Status
<input type="checkbox"/>	Charles	Hubatka	chubatka@hawkmail.hccfl.edu	Student	No groups	15 days 17 hours	Active
<input type="checkbox"/>	cody	palmer	codypalmerentec@gmail.com	Student	No groups	12 days 17 hours	Active
<input type="checkbox"/>	Dustin	Doty	dotydustin21@yahoo.com	Student	No groups	15 days 17 hours	Active

Click on “Participants” to see everyone who has joined and you can see WHEN THEY LAST LOGGED IN

Participants

Grades

Home

Dashboard

Calendar

Private files

My courses

2015-2016 Online Curriculum Errata

IEC ELA West Coast

Grader report

All participants: 13/13

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

		IEC FWCC 1st Year Electr... GP 1			
Surname	First name	Email address	Objective 101.3 Worksheet	Objective 101.4 Worksheet	101 Reading Worksheet
Payton	Champagne	pay10@ymail.com	100.00 %	100.00 %	100.00 %
william	Crandall	billcr67@gmail.com	100.00 %	100.00 %	100.00 %
Garrett	Dewey	garrettdewey@yahoo.com	100.00 %	100.00 %	100.00 %

Click on “Grades” to see individual grades

Click on the spy glass to see the actual worksheet for the apprentice – Along with seeing the entire worksheet, you will see:

1. Date Started
2. Time taken

Started on	Sunday, 21 January 2018, 6:43 PM
State	Finished
Completed on	Sunday, 21 January 2018, 6:43 PM
Time taken	16 secs
Marks	3.00/3.00
Grade	10.00 out of 10.00 (100%)

Question **1**
Correct
Mark 1.00 out of 1.00
Edit question

Navigating the NEC should be similar to _____.

Select one:

- a. translating a different language
- b. reading an installation instruction
- c. knowing how to find information in a phone book ✓
- d. reading a novel

The correct answer is: knowing how to find information in a phone book

Zooming In and Out

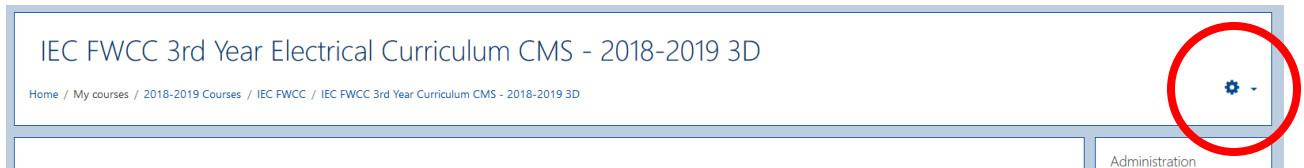
You can change the view of your screen to see the entire page by holding down the *control key* and *turning the wheel* on your mouse. You can scroll out or in that way.

This makes it easier to perform tasks that involve the entire class (like setting up grading periods)

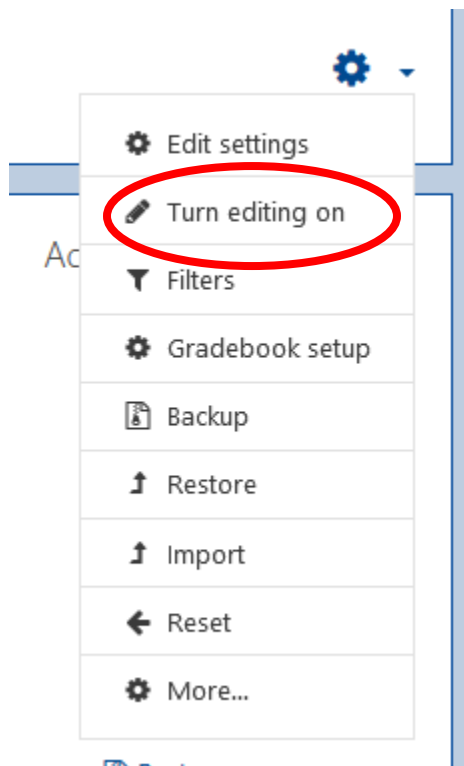
Turn Editing On

IMPORTANT - To do anything to the course, you must FIRST turn editing on. This will always be the first step.

1. In the top right corner, click on the tools gear



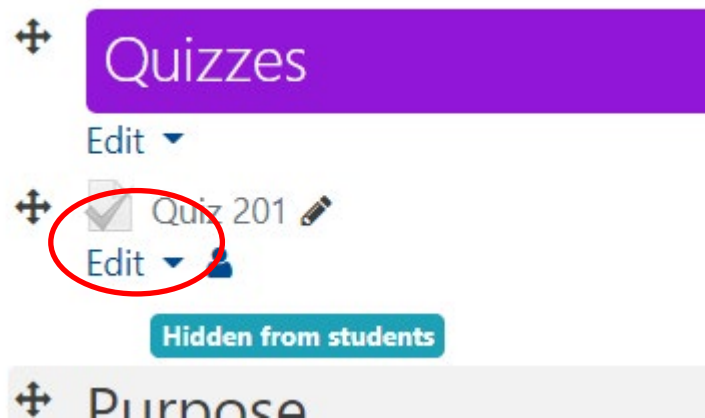
2. In the drop down, select "Turn editing on"



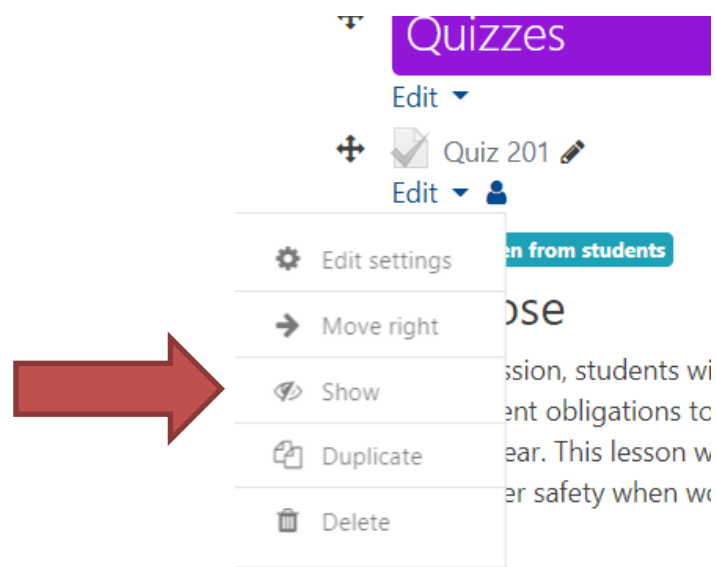
Show a Hidden Quiz or Exam

Apprentices will not be able to see a quiz or exam that is hidden. Hiding prevents them from taking a quiz before you wish them to.

1. Turn Editing On
2. Scroll down to the quiz you wish to show
3. Click on Edit drop down arrow

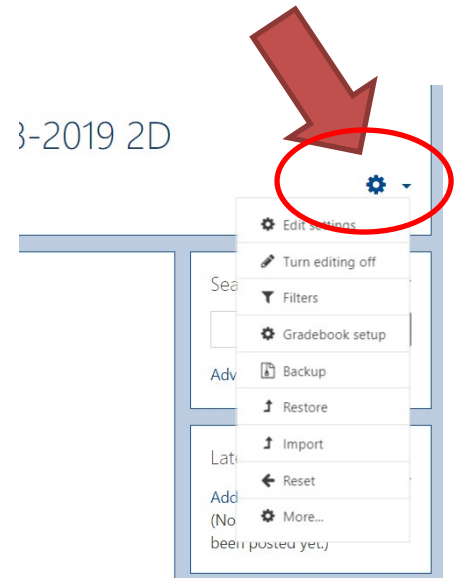


5. Select “Show” or “Hide”

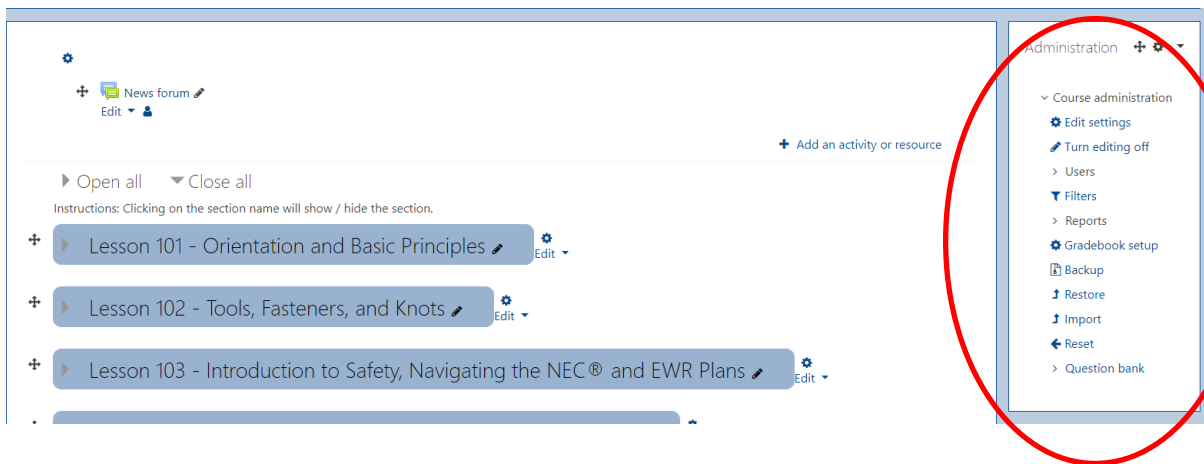
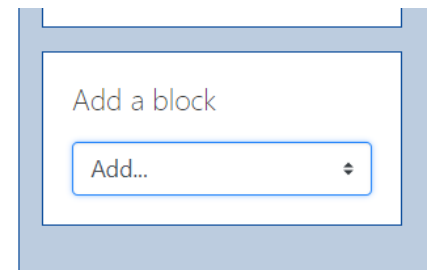


Adding Blocks

1. Turn Editing On



2. Add Administration Block - Click on Add a block and select – the administration block will appear on the right

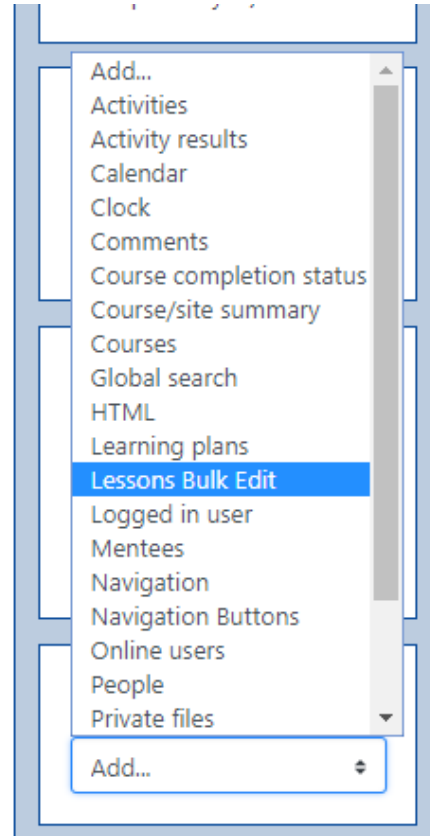
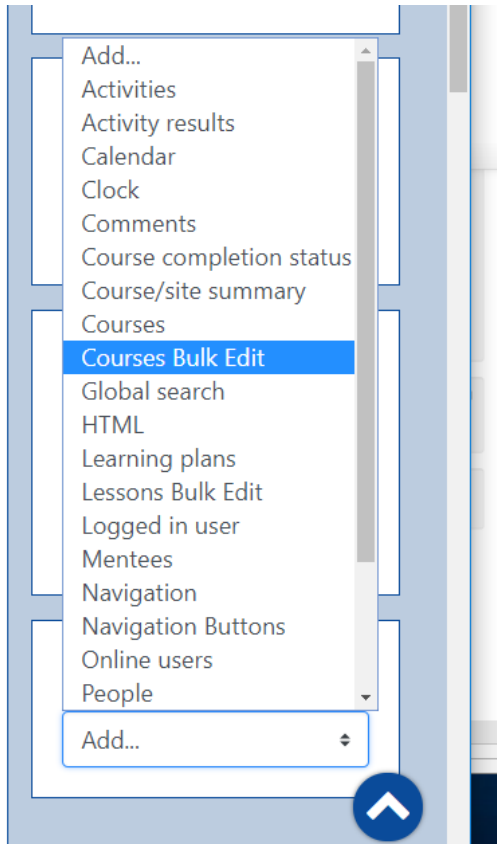
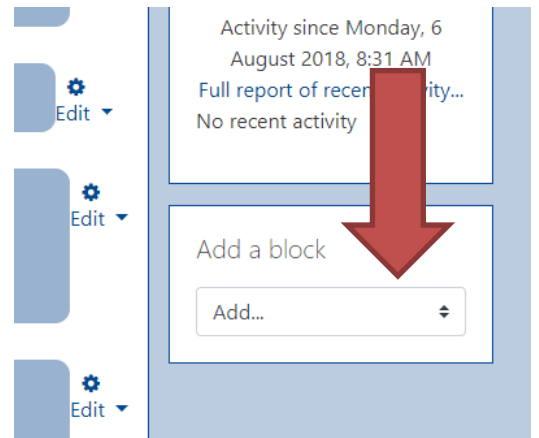


3. Add Course Bulk Edit and Lesson Bulk Edit - In “Add a block” click the scroll down arrow and select “Course Bulk Edit”

4. Do the same thing for “Lesson Bulk Edit”

This allows you to make changes to the entire course or to just a single lesson.

(The Course Bulk Edit shows up as Quick Edit)



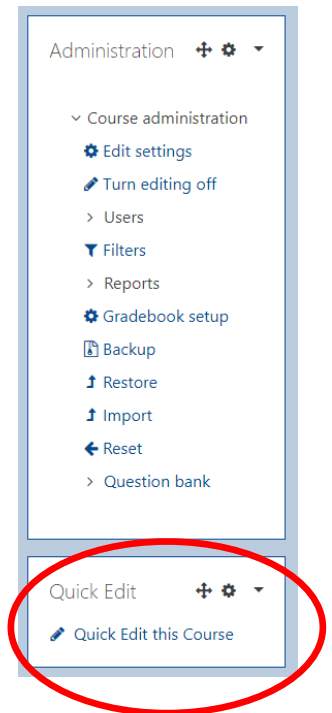
Set Entire Course Parameters

To set parameters for the entire course –

1. Click on “Quick Edit the Course”

Each category has a scroll down arrow for options to set rules for the entire course

When finished, click “Submit” at the bottom.



▼ **Grade**

Attempts allowed

Grading method

▼ **Question behaviour**

Shuffle within questions

How questions behave


▼ **Review options**

During the attempt The attempt* Whether correct* Marks* Specific feedback* General feedback*
 Right answer* Overall feedback*

Immediately after the attempt The attempt* Whether correct* Marks* Specific feedback General feedback Right answer
 Overall feedback*

Later, while the quiz is still open The attempt* Whether correct* Marks* Specific feedback General feedback Right answer
 Overall feedback*

After the quiz is closed The attempt* Whether correct* Marks* Specific feedback General feedback Right answer
 Overall feedback*



2. Grade - Choose attempts

▼ **Grade** ?

Attempts allowed

Grading method ?

▼ **Question behaviour**

Shuffle within questions ?

How questions behave ?

▼ **Review options**

--- Choose Attempts Allowed --- ▾

--- Choose Attempts Allowed ---

Unlimited

1*

2

3

4

5

6

7

8

9

10

3. Choose Grading Method

▼ **Grade** ?

Attempts allowed

Grading method ?

▼ **Question behaviour**

Shuffle within questions ?

--- Choose Attempts Allowed --- ▾

--- Choose Grading Method --- ▾

--- Choose Grading Method ---

Highest grade*

Average grade

First attempt

Last attempt

4. Choose Behavior

▼ **Question behaviour**

Shuffle within questions ?

How questions behave ?

--- Choose Shuffle --- ▾

--- Choose Shuffle ---

No*

Yes

5. Choose Review Options

Question behaviour

Shuffle within questions



--- Choose Shuffle ---

How questions behave



Deferred feedback

--- Choose questions behaviour ---

Adaptive mode

Adaptive mode (no penalties)

Deferred feedback

Deferred feedback with CBM

Immediate feedback

Immediate feedback with CBM

Interactive with multiple tries

Review options

During the attempt

Immediately after the attempt

Deferred feedback – get correct answer after the worksheet is submitted

Immediate feedback – get correct answer after the each question is submitted

NEVER use CBM – it adds lots of stuff you don't need to see

6. In Review Options, choose what the question should do

Review options

During the attempt

- The attempt* Whether correct* Marks* Specific feedback*
 General feedback* Right answer* Overall feedback*

Immediately after the attempt

- The attempt* Whether correct* Marks* Specific feedback* General feedback*
 Right answer* Overall feedback*

Later, while the quiz is still open

- The attempt* Whether correct* Marks* Specific feedback* General feedback*
 Right answer* Overall feedback*

After the quiz is closed

- The attempt* Whether correct* Marks* Specific feedback* General feedback*
 Right answer* Overall feedback*

Submit

Note – There is no way to set the worksheets to ONLY show correct answers after a specific number of attempts.

If you set the worksheets for multiple attempts and select “Later while the quiz is still open” - “Right answer” they will get the right answer after the first attempt.

To prevent them from seeing the correct answers between attempts, select “After the quiz is closed” – “Right answer” and then set a date to close the quiz.

▼ Review options

During the attempt

- The attempt* Whether correct* Marks* Specific feedback*
 General feedback* Right answer* Overall feedback*

Immediately after the attempt

- The attempt* Whether correct* Marks* Specific feedback* General feedback*
 Right answer* Overall feedback*

Later, while the quiz is still open

- The attempt* Whether correct* Marks* Specific feedback* General feedback*
 Right answer* Overall feedback*

After the quiz is closed

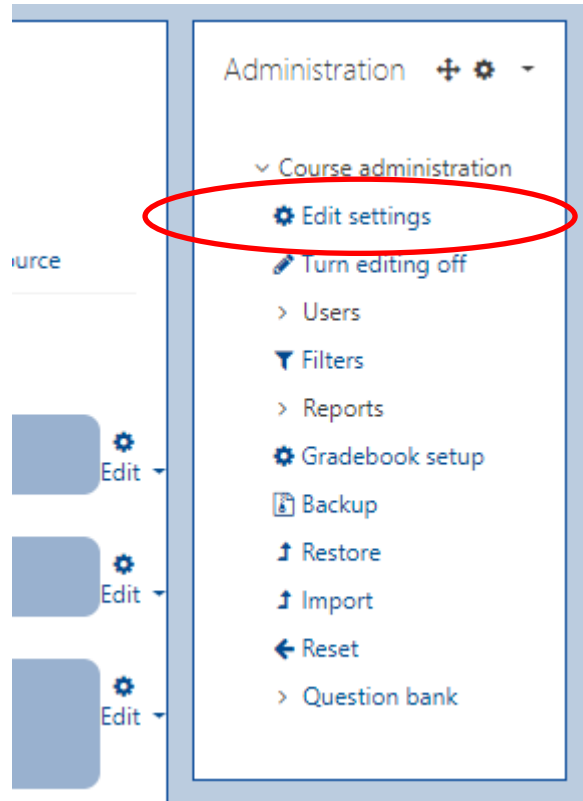
- The attempt* Whether correct* Marks* Specific feedback* General feedback*
 Right answer* Overall feedback*

Submit

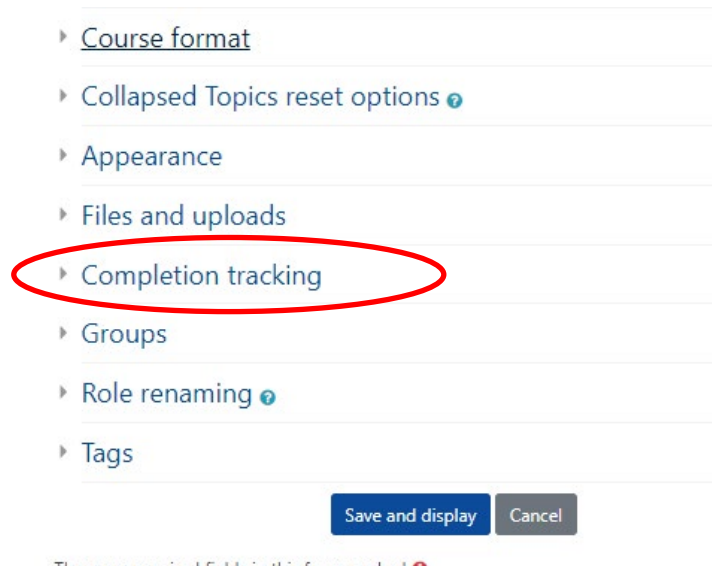
Set Completion Tracking

(shows a check next to a worksheet when it is complete)

Click Edit Settings

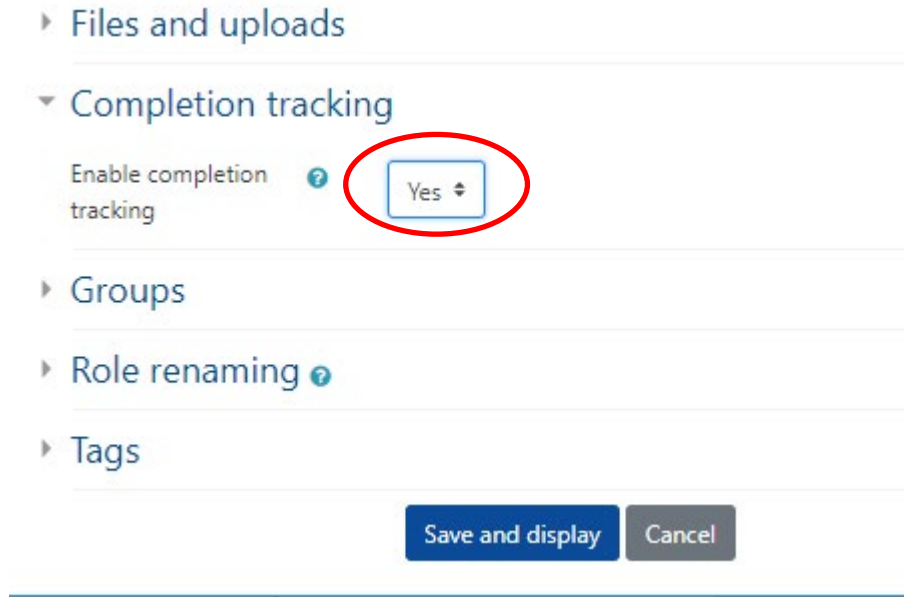


Expand Completion Tracking



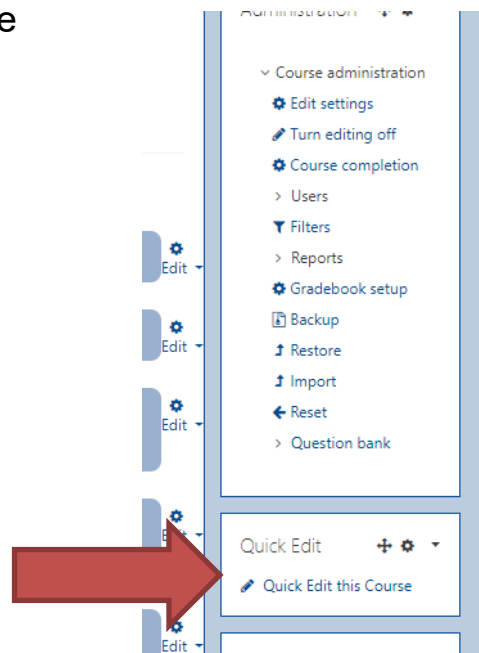
Set to “Yes” and click

Save and display



The screenshot shows a settings page with several expandable sections: 'Files and uploads', 'Completion tracking', 'Groups', 'Role renaming', and 'Tags'. The 'Completion tracking' section is expanded, showing the option 'Enable completion tracking' with a dropdown menu set to 'Yes'. A red circle highlights the 'Yes' dropdown. At the bottom of the page are two buttons: 'Save and display' (in blue) and 'Cancel' (in grey).

Click on Quick Edit this Course



The screenshot shows a vertical sidebar menu on the left with several 'Edit' buttons, each with a gear icon. The main content area is titled 'Course administration' and contains a list of options: 'Edit settings', 'Turn editing off', 'Course completion', 'Users', 'Filters', 'Reports', 'Gradebook setup', 'Backup', 'Restore', 'Import', 'Reset', and 'Question bank'. At the bottom of this menu, there is a 'Quick Edit' section with a plus icon and a gear icon, and a sub-option 'Quick Edit this Course' with a pencil icon. A large red arrow points from the left towards the 'Quick Edit this Course' option.

Select tracking options and click Submit

▼ Activity completion

Completion tracking



Show activity as complete when conditions are met

Require view

Student must view this activity to complete it

Require grade

Student must receive a grade to complete this activity

Require passing grade



Require passing grade Or all available attempts completed

Expect completed on



10

December

2018



Enable

Submit

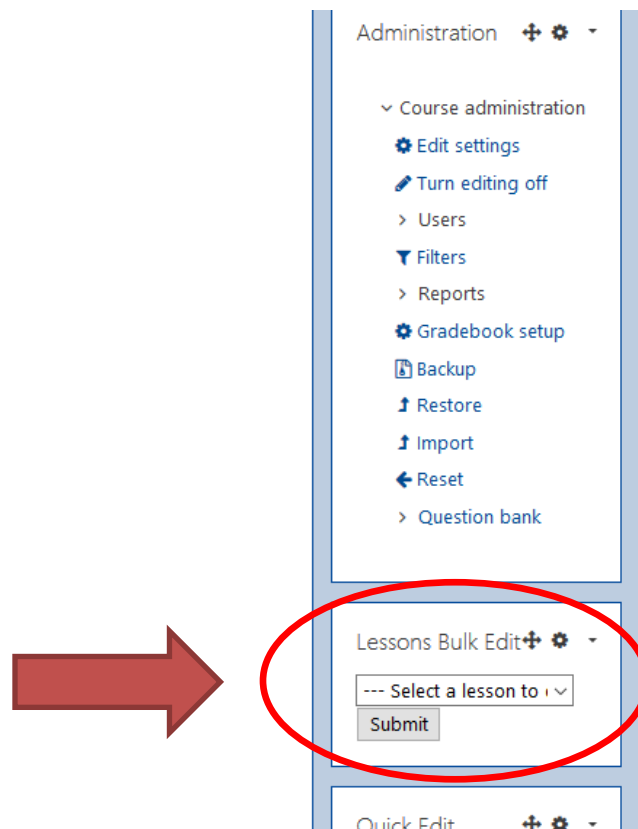
Closing a Lesson

Closing a lesson:

- Prevents apprentices from submitting any worksheets past the date due.
- If you have the lesson set to “After the quiz is closed – Right answers” closing the worksheet will allow apprentices to see the correct answers

1. Turn editing on

2. In the “Lesson Bulk Edit” block, scroll down and select the lesson you want to assign a closing date for – then click Submit.



Lesson Bulk Edit - (Lesson 314- Printreading: Architectural Drawings-Schedules, Details, and Coordination)

Home / My courses / 2018-2019 Courses / IEC FWCC / IEC FWCC 3rd Year Curriculum CMS - 2018-2019 3D

Edit the settings of Quizzes within the selected course lesson by choosing the below options. Selected options will override existing settings. Settings indicated with an asterisk * already are set within a quiz within the lesson. Multiple asterisks indicate mixed settings in c

Timing

Open the quiz: 29 August 2018 12:44 [Enable]

Close the quiz: 29 August 2018 12:44 [Enable]

Time limit: 0 minutes [Enable]

When time expires: --- Select an option ---

Submission grace period: 1 minutes [Enable]

Grade

Attempts allowed: --- Choose Attempts Allowed ---

Grading method: --- Choose Grading Method ---

Question behaviour

Shuffle within questions: --- Choose Shuffle ---

How questions behave: Deferred feedback

Each attempt builds on the last: No

Review options

During the attempt: [x] The attempt* [x] Whether correct* [x] Marks* [] Specific feedback [x] General feedback* [] Right answer [] Overall feedback

Immediately after the attempt: [x] The attempt* [x] Whether correct* [x] Marks* [] Specific feedback [x] General feedback* [] Right answer [x] Overall feedback*

Later, while the quiz is still open: [x] The attempt* [x] Whether correct* [x] Marks* [] Specific feedback [x] General feedback* [] Right answer [x] Overall feedback*

After the quiz is closed: [x] The attempt* [x] Whether correct* [x] Marks* [] Specific feedback [x] General feedback* [] Right answer* [x] Overall feedback*

[Submit]

Once selected, the parameters for that lesson will appear

+ Add an activity or resource

Lessons Bulk Edit [Settings]

--- Select a lesson to edit ---

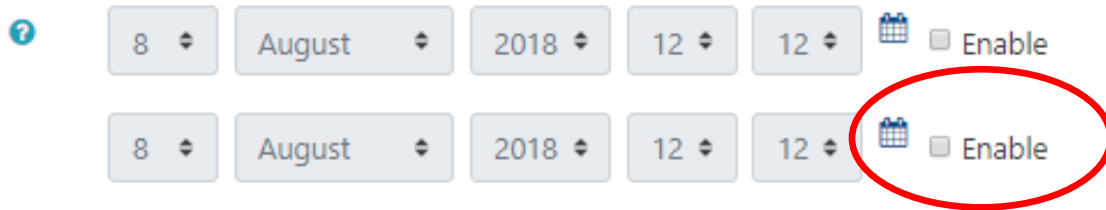
- Lesson 101 - Orientation and Basic Principles
- Lesson 102 - Tools, Fasteners, and Knots
- Lesson 103 - Introduction to Safety, Navigating the NEC® and EWR Plans
- Lesson 104 - Introduction to Electric Charges and Basic Math
- Lesson 105 - Applied Math - Circuit Theory - Plans & Specs
- Lesson 106 - Applied Math - Electrical Symbols & Outlets - Ohm's Law
- Lesson 107 - Conduit Bending
- Lesson 108 - General-Purpose and Small-Appliance Circuits
- Lesson 109 - Conductor Sizes, Types, and Connections - Type NM Cables
- Lesson 110 - Voltage Drop, Other Wiring Methods, and Printreading
- Lesson 111 - Mid-Term Review and Exam
- Lesson 112 - Switch Control
- Lesson 113 - GFCI and Arc-Fault Protection
- Lesson 114 - Luminaires (Lighting Fixtures)
- Lesson 115 - Front Bedroom Lighting and Introduction to Series Circuits
- Lesson 116 - Master Bedroom Branch Circuit and Level 2 - Series Circuits
- Lesson 117 - Lighting and Small Appliance Branch Circuits
- Lesson 118 - First Semester Final Exam
- Lesson 119 - Living Room, Study/Bedroom Branch Circuits, and Introduction to Parallel Circuits

Open all Close all

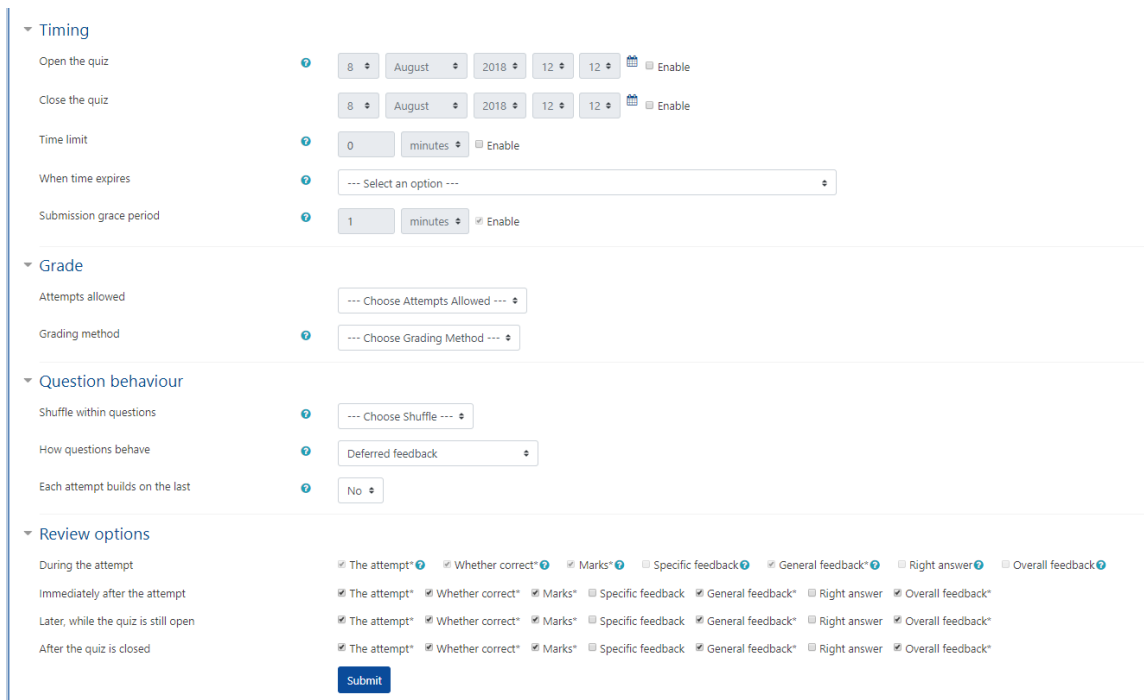
Instructions: Clicking on the section name will show / hide the section.

- + Lesson 101 - Orientation and Basic Principles
- + Lesson 102 - Tools, Fasteners, and Knots
- + Lesson 103 - Introduction to Safety, Navigating the NEC® and EWR Plans
- + Lesson 104 - Introduction to Electric Charges and Basic Math
- + Lesson 105 - Applied Math - Circuit Theory - Plans & Specs
- + Lesson 106 - Applied Math - Electrical Symbols & Outlets - Ohm's Law

3. Check the Enable box - then select the date



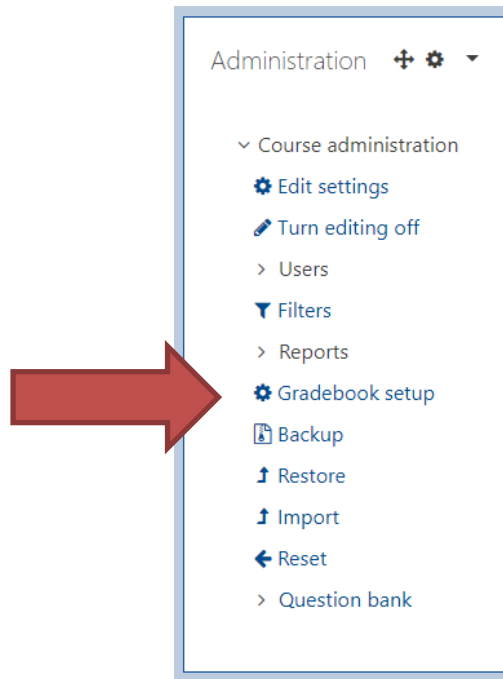
4. You must re-set all the parameters for that lesson as before



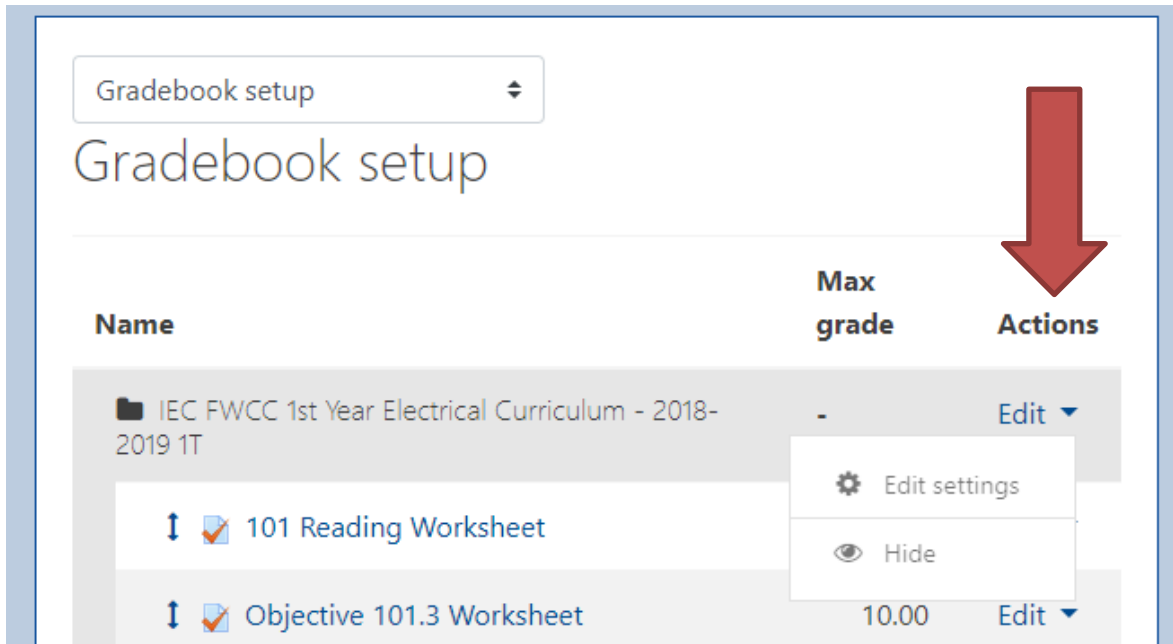
When finished, click “Submit”

Setting All Incomplete Assignments to “0”

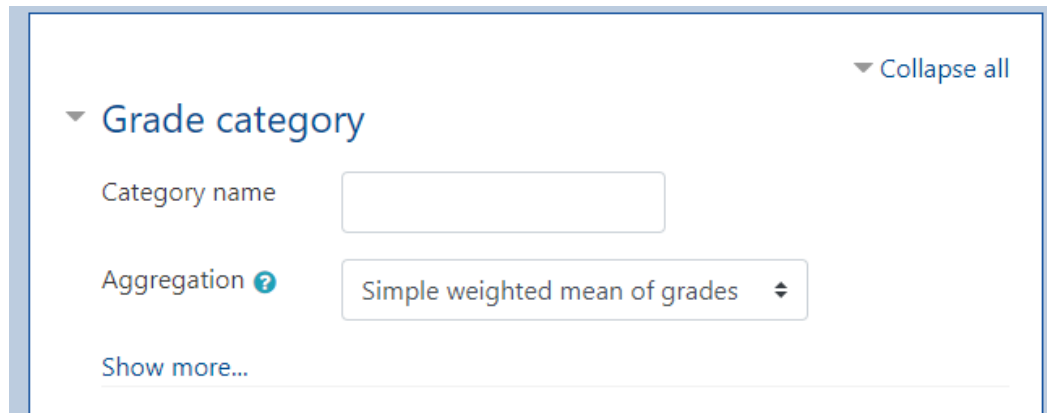
1. Click on Gradebook Setup



2. Click on “Edit” for the entire curriculum - then click on Edit Settings



3. Click on “Show More”



▼ Collapse all

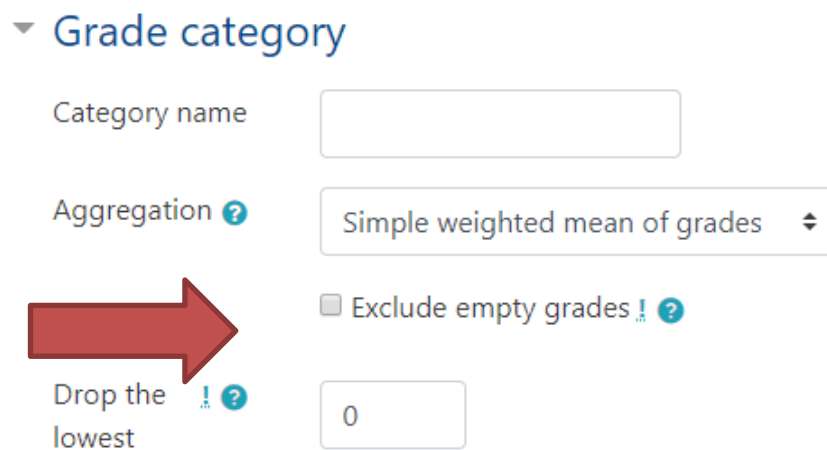
▼ Grade category

Category name

Aggregation ?

[Show more...](#)

4. Un Check the block that says “Exclude empty grades”



▼ Grade category

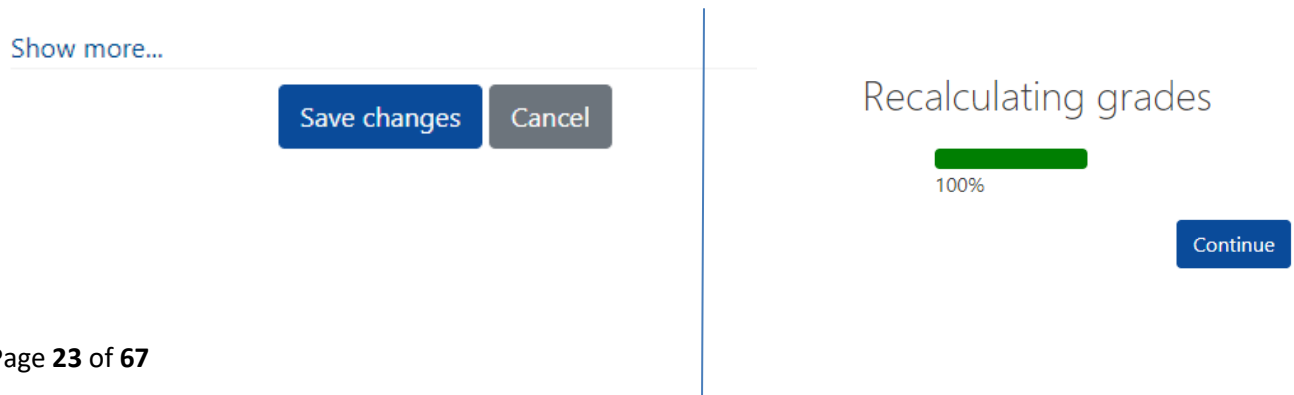
Category name

Aggregation ?

Exclude empty grades ! ?

Drop the ! ?
lowest

5. Then Click “Save Changes” then “Continue”

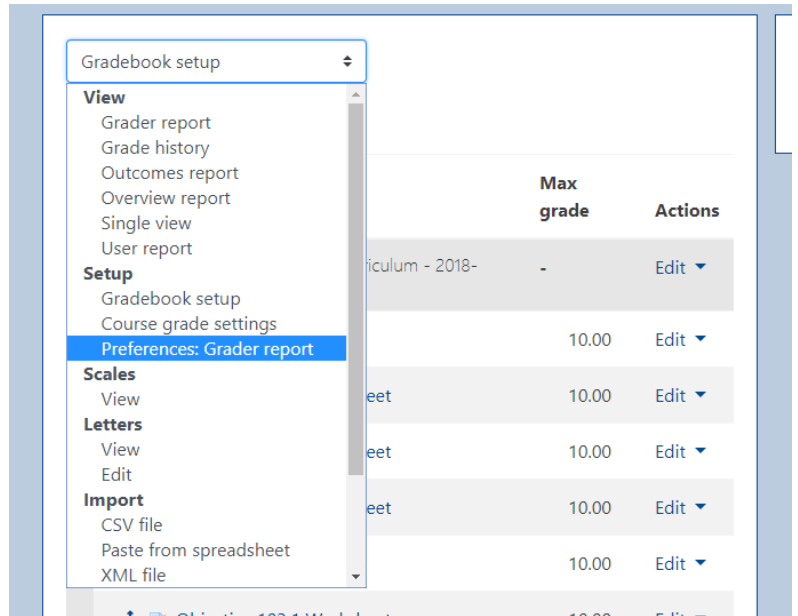


[Show more...](#)

Recalculating grades

6. Back at the top, click the scroll down arrow next to Gradebook Setup and select “Preference: Grader report”

Note: This step may already be set. If not, once you do this, it’s good for the entire course. You won’t have to repeat it for any other lesson.



7. Scroll down to “Special rows”

“Grades selected for column averages”

Check to make sure it reads

“All grades”



Set Up Grading Periods in the LMS

Group lessons into Grading Periods

Grader report preferences

Preferences

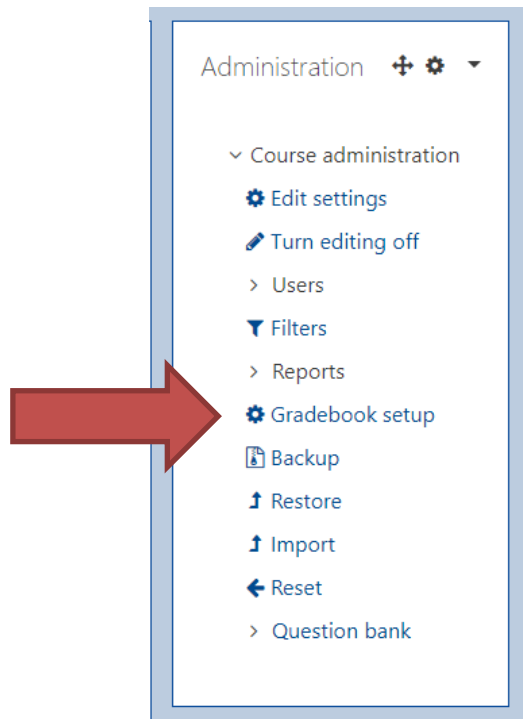
▼ Show/hide toggles

- Show calculations Report default (No) ▾
- Show show/hide icons Report default (No) ▾
- Show column averages Report default (Yes) ▾
- Show locks Report default (No) ▾
- Show user profile images Report default (Yes) ▾
- Show activity icons Report default (Yes) ▾
- Show ranges Report default (No) ▾
- Show grade analysis icon Report default (Yes) ▾

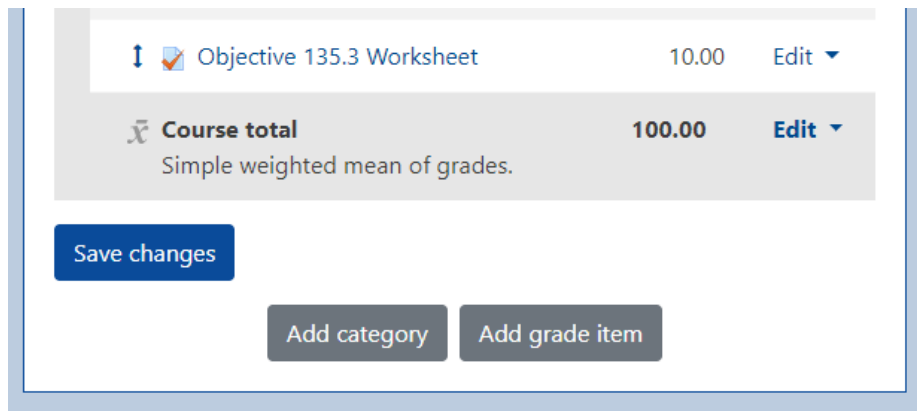
▼ Special rows

- Grades selected for column averages All grades ▾
- Show number of grades in averages Report default (No) ▾

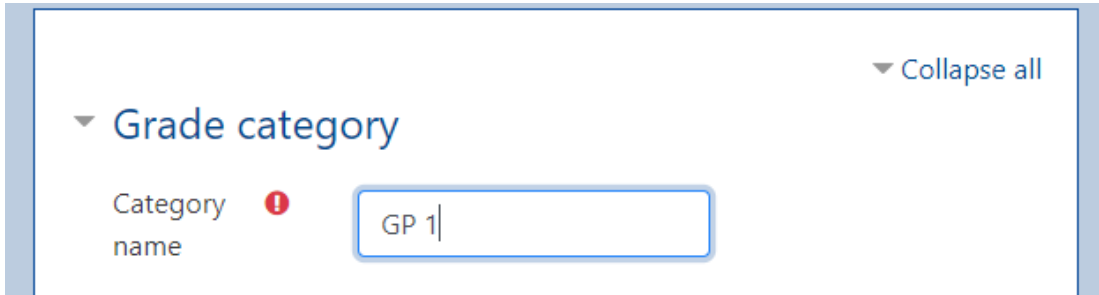
1. Select “Gradebook Setup”



2. Scroll to the bottom of the page and click “Add a category”



3. Name the Grading Period – leave everything else alone – Click Save Changes

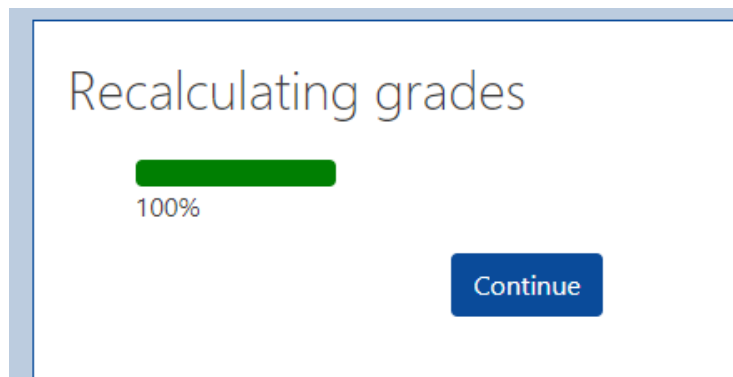


▼ Collapse all

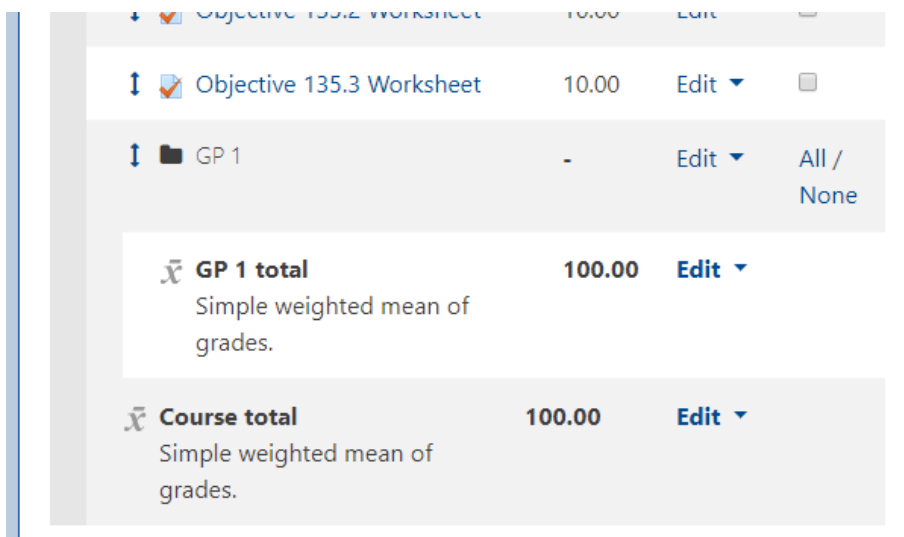
▼ Grade category

Category name !

You will see this each time you change anything - always click “Continue”



Your new category will appear at the bottom of the list of items on the page



Objective 135.2 Worksheet	10.00	Edit	
Objective 135.3 Worksheet	10.00	Edit	
GP 1	-	Edit	All / None
GP 1 total	100.00	Edit	
Simple weighted mean of grades.			
Course total	100.00	Edit	
Simple weighted mean of grades.			

However, the grading period will be at the end of the course – not where it belongs. You can move it before or after you add the worksheets

*****IMPORTANT**

If you are creating multiple grading periods for the entire course, you can avoid having to move the grading period by creating all of them first BEFORE moving the worksheets into them – then move the worksheets in order.

Repeat steps 2 & 3 until you have all the periods you want.



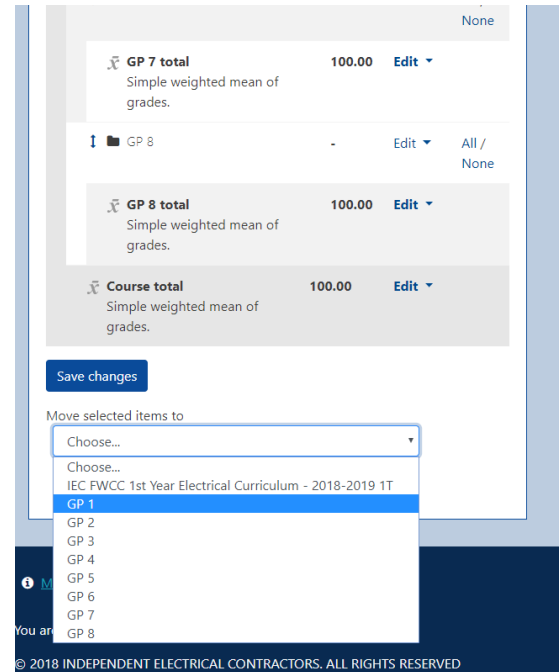
Once the periods are created, the Worksheets must be assigned

4. Select all the worksheets you want to assign to a specific grading period

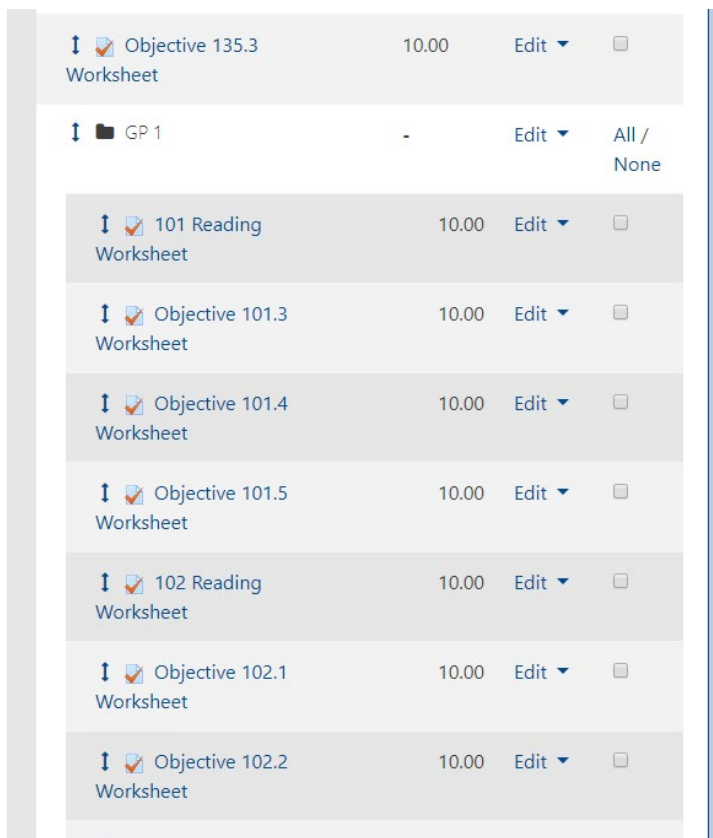
Gradebook setup

Name	Max grade	Actions	Select
IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1T	-	Edit	All / None
101 Reading Worksheet	10.00	Edit	<input checked="" type="checkbox"/>
Objective 101.3 Worksheet	10.00	Edit	<input checked="" type="checkbox"/>
Objective 101.4 Worksheet	10.00	Edit	<input checked="" type="checkbox"/>
Objective 101.5 Worksheet	10.00	Edit	<input checked="" type="checkbox"/>
102 Reading Worksheet	10.00	Edit	<input checked="" type="checkbox"/>
Objective 102.1 Worksheet	10.00	Edit	<input checked="" type="checkbox"/>
Objective 102.2 Worksheet	10.00	Edit	<input checked="" type="checkbox"/>
Objective 102.3 Worksheet	10.00	Edit	<input type="checkbox"/>
Objective 102.4 Worksheet	10.00	Edit	<input type="checkbox"/>
Objective 102.5 Worksheet	10.00	Edit	<input type="checkbox"/>

5. Scroll to bottom of page again
 Click the arrow in “Move selected items to”
 and scroll to the correct grading period
 Click when the blue highlight is on it



You will see all the worksheets have been moved to the Grading Period

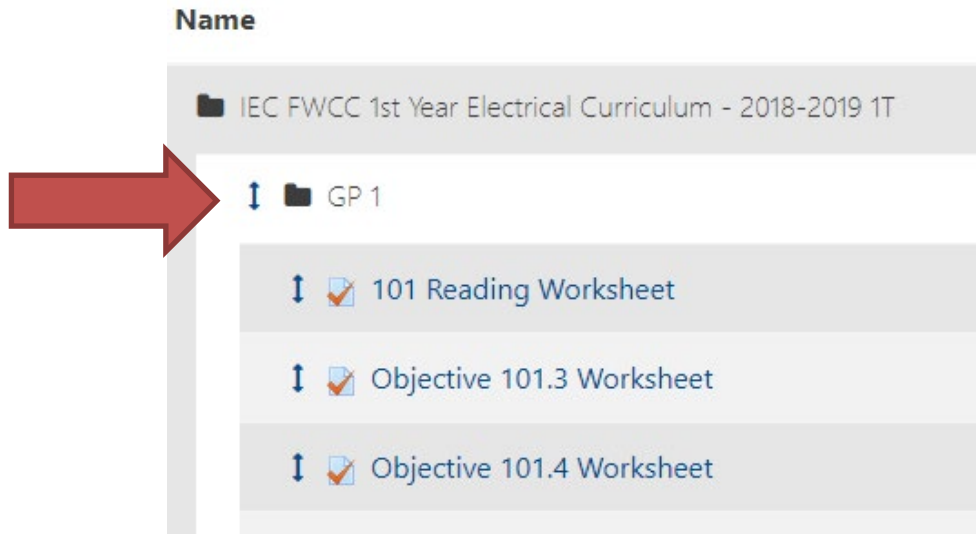


Repeat steps 4 & 5 for each
 grading period until all the
 worksheets are placed. - They
 will be in their proper order
 with NO NEED TO MOVE
 THEM.

Moving a Grading Period or Worksheet

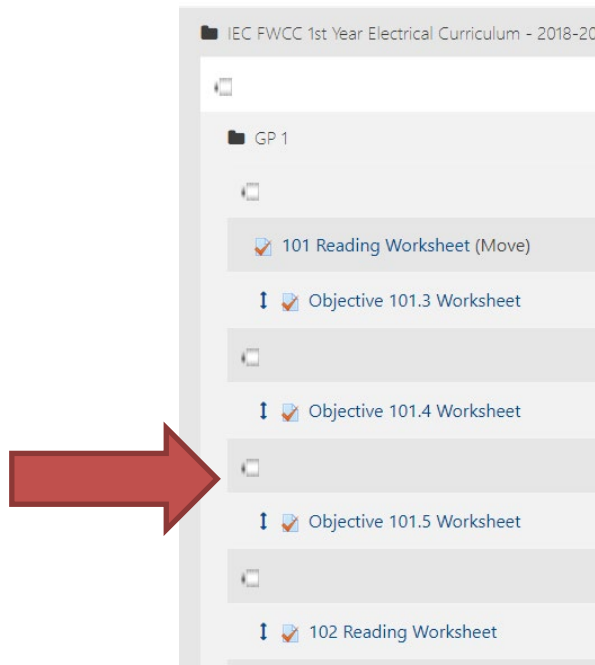
If you are creating an individual category, you can move them where you want:

1. Click the arrow to the left of the folder



All the lessons will appear with a white box next to them.

2. Click on the box where you want to place the folder



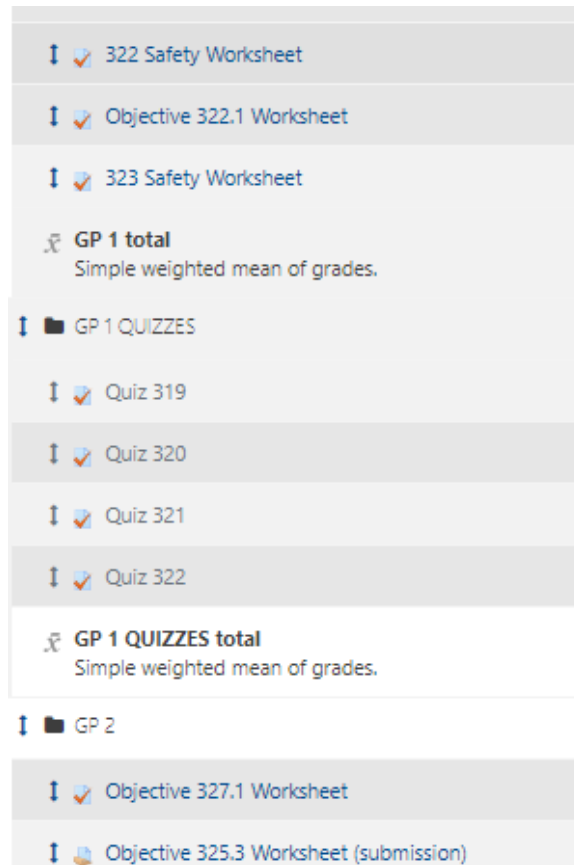
New Categories

Make Quiz / Exam categories and add them at the end of each Grading Period

They will average together separate from the homework

Do this when you create the grading periods

Add the quizzes later



The screenshot displays a list of grading categories and quizzes. The items are as follows:

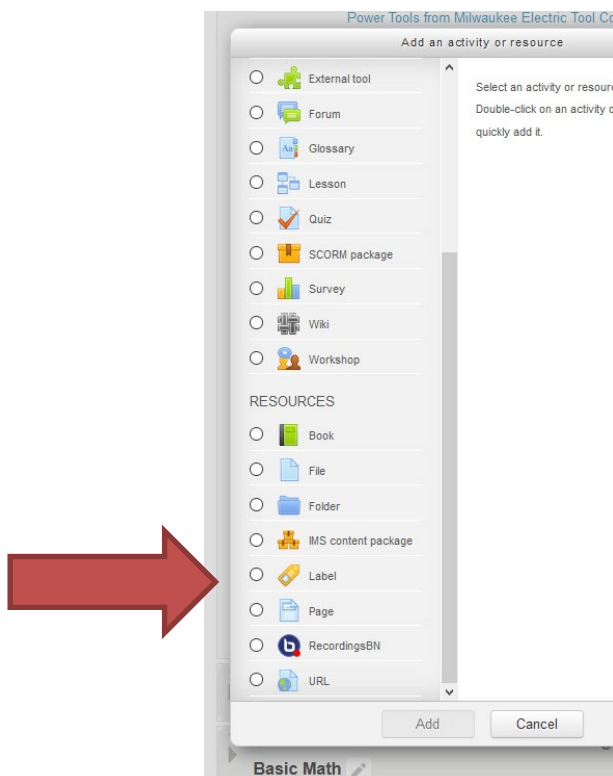
- 322 Safety Worksheet
- Objective 322.1 Worksheet
- 323 Safety Worksheet
- GP 1 total
Simple weighted mean of grades.
- GP 1 QUIZZES
- Quiz 319
- Quiz 320
- Quiz 321
- Quiz 322
- GP 1 QUIZZES total
Simple weighted mean of grades.
- GP 2
- Objective 327.1 Worksheet
- Objective 325.3 Worksheet (submission)

Make a Label for a New Section (Resource) to add a quiz category to a lesson in the CMS

1. Click on Add an activity or resource



2. Scroll down Select "Label" Click – Add

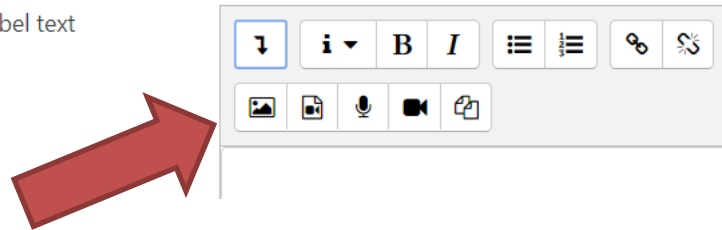


3. In General - Click the arrow box to show more labels

Adding a new Label [?](#)

General

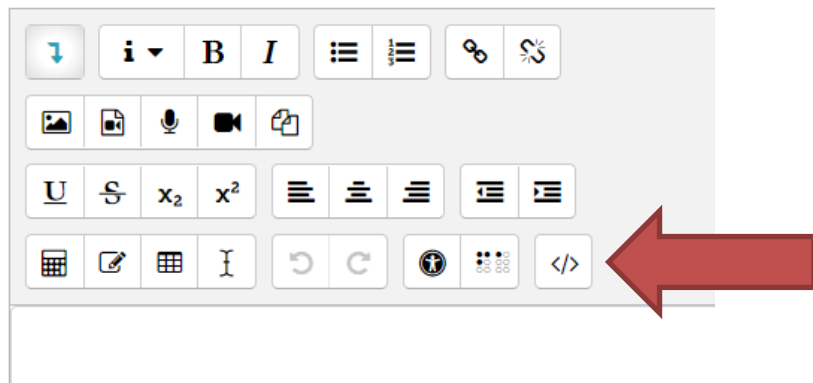
Label text



4. And select HTML

General

Label text



5. In the text box, cut and paste in your instructions:

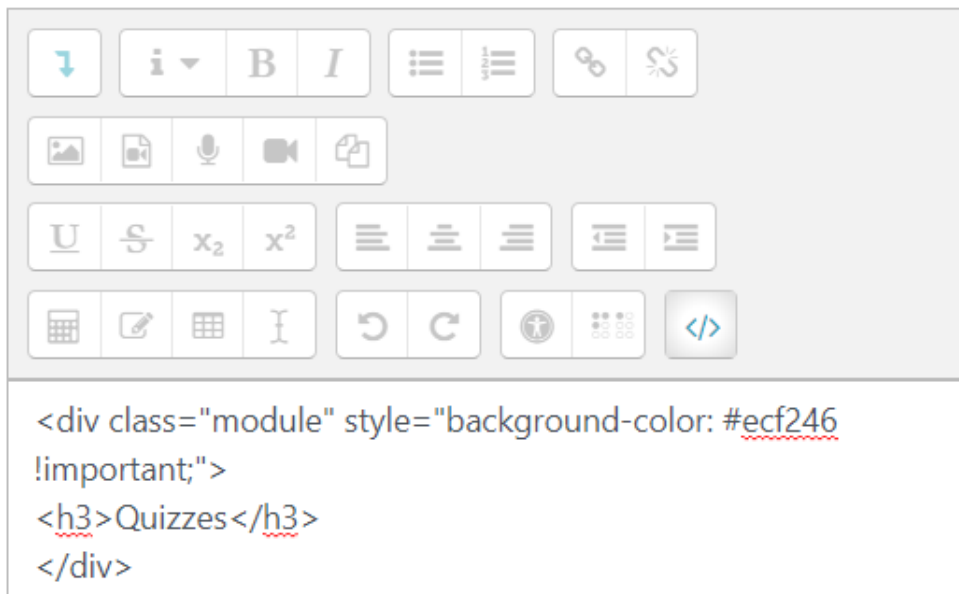
```
<div class="module" style="background-color: #9d0b0e
!important;">
<h3>Review</h3>
</div>
```

Your name is between <h3> and </h3> – change it to quiz or exam, etc.
(<h3>Quiz</h3>)

Color: #9d0b0e can be changed to other colors – google html color picker
for options

Quizzes

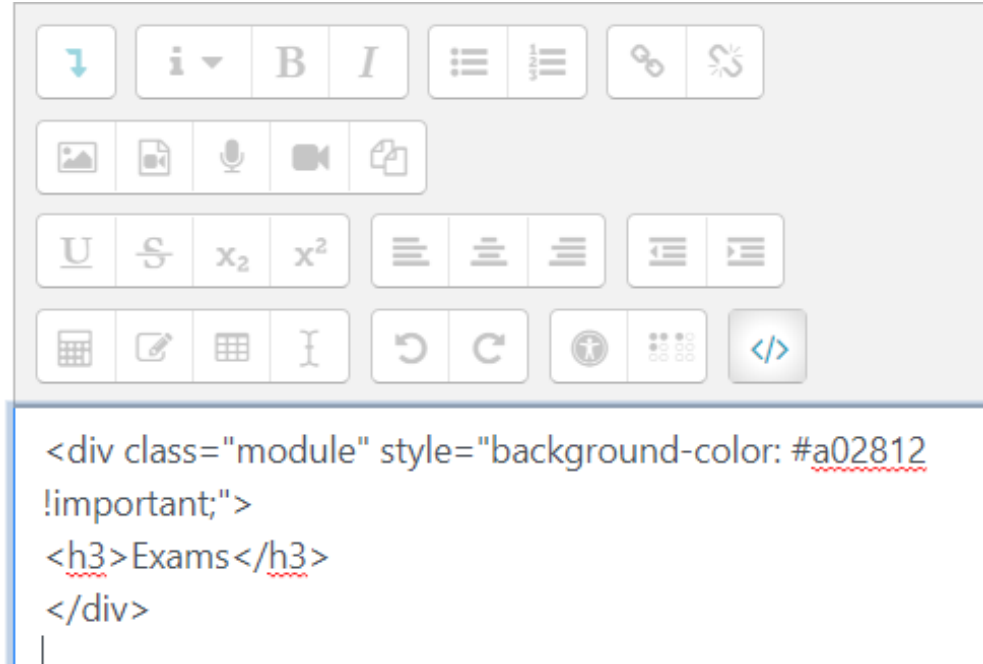
```
<div class="module" style="background-color: #920fd8 !important;">
<h3>Quiz</h3>
</div>
```



```
<div class="module" style="background-color: #ecf246
!important;">
<h3>Quizzes</h3>
</div>
```

Exams

```
<div class="module" style="background-color: #a02812 !important;">  
<h3>Exams</h3>  
</div>
```



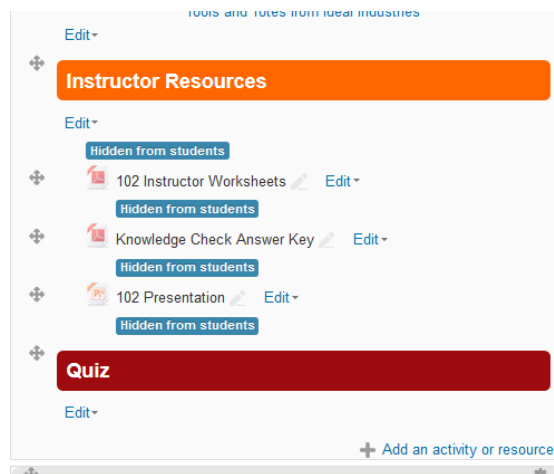
The image shows a rich text editor interface. The top part is a toolbar with various icons for text formatting (bold, italic, underline, strikethrough), alignment, lists, and media insertion. Below the toolbar is a code view showing the HTML code for the text above: `<div class="module" style="background-color: #a02812 !important;"><h3>Exams</h3></div>`. The code is displayed in a monospaced font, and the `!important;` part is highlighted with a red dashed underline.

6. Click save and return to course

Save and return to course

Cancel

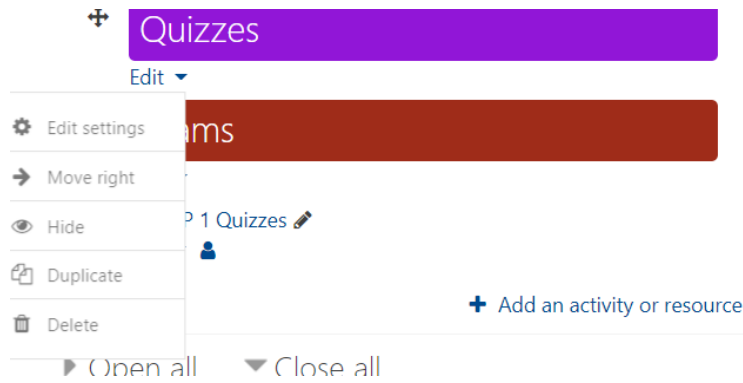
The Section is now in the lesson at the bottom. You can click and drag it anywhere



The image shows a screenshot of a course content area. At the top, there is a section titled "Instructor Resources" with an orange background. Below this, there is a list of resources, each with a "Hidden from students" button and an "Edit" link. The resources are: "102 Instructor Worksheets", "Knowledge Check Answer Key", and "102 Presentation". At the bottom of the list, there is a "Quiz" section with a dark red background. The interface includes "Edit" buttons for each section and a "+ Add an activity or resource" button at the bottom right.

Duplicate – Click on Edit and select duplicate

Make one for each lesson



Click and drag one to each lesson

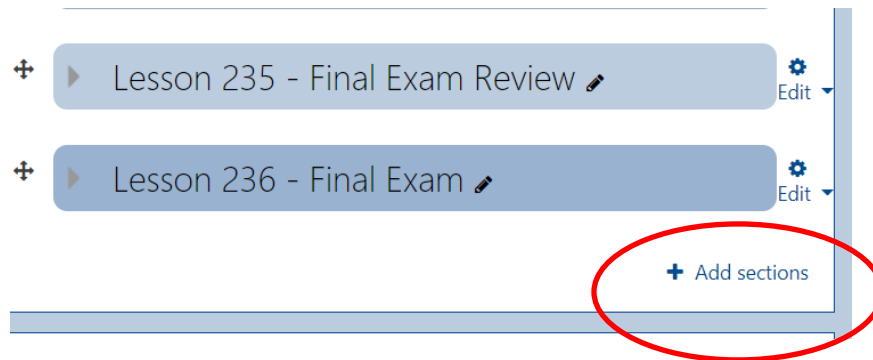
Adding a Quiz or Exam

There are several steps that must happen.

- Add a new section (Optional)
- Make the activity (like quiz 221 or exam 4)
- Drag the activity where you want it
- Convert the quiz or exam in ExamView to Moodle
 - Export as ExamView bank
 - Export the bank as a blackboard 7.1 zip file
 - Convert the zip file to a Moodle HTML document
- Make a corresponding category in the question bank
- Import the questions in Moodle Document form
- Add the questions to the quiz or exam you created

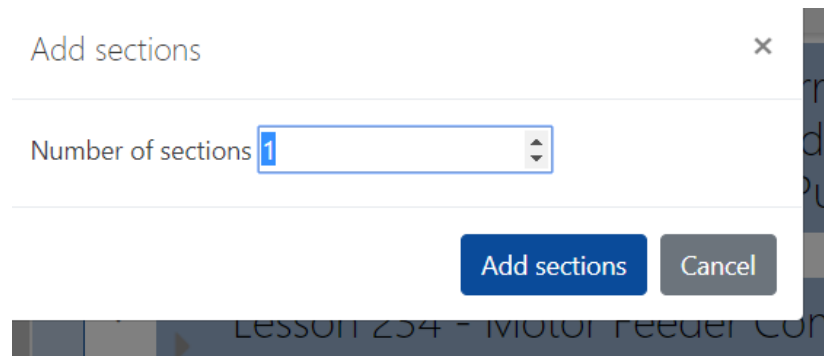
Add a Section (for Exams or Additional Quizzes)

1. Scroll to the bottom and select Add sections

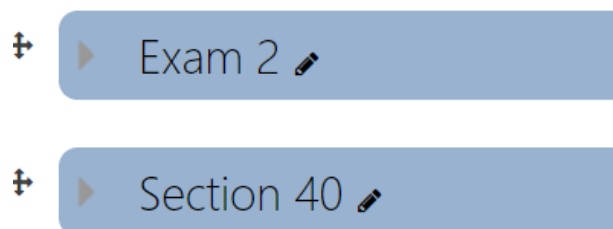


2. Specify the number of sections you want to add

Do all 8 exams



3. Edit Name – Click pencil and change name



4. Click and drag into place

Add Quizzes or Exams to the section

“Add an activity or resource”

This can be done in 2 ways – both require that you click “Add an activity or resource”

1. Directly to the section

If you have created a section, it can be added directly to the section.

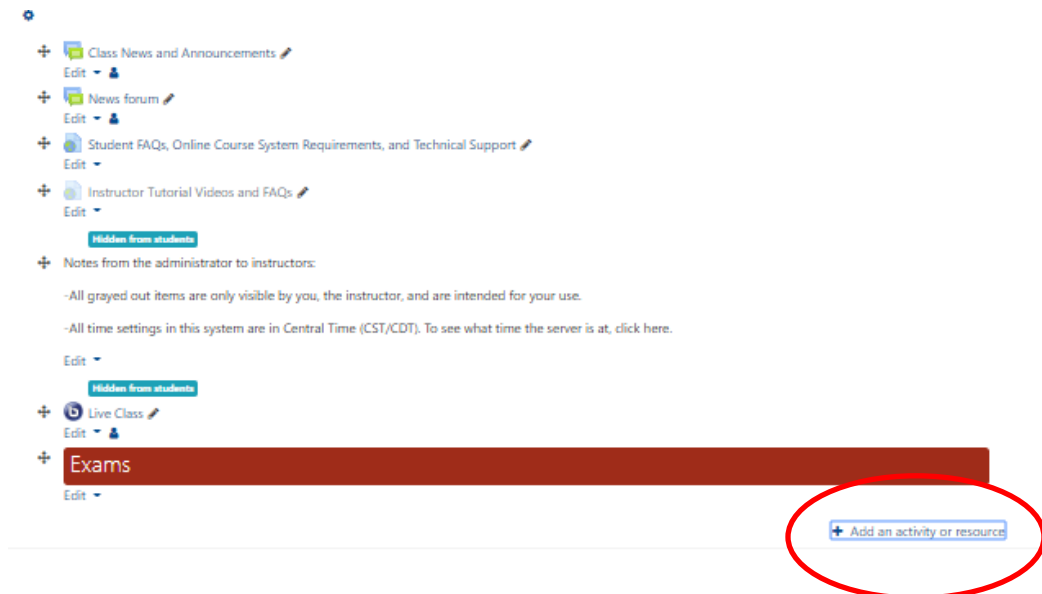
1. Click the arrow to open the section to show
2. Click +Add an activity or resource



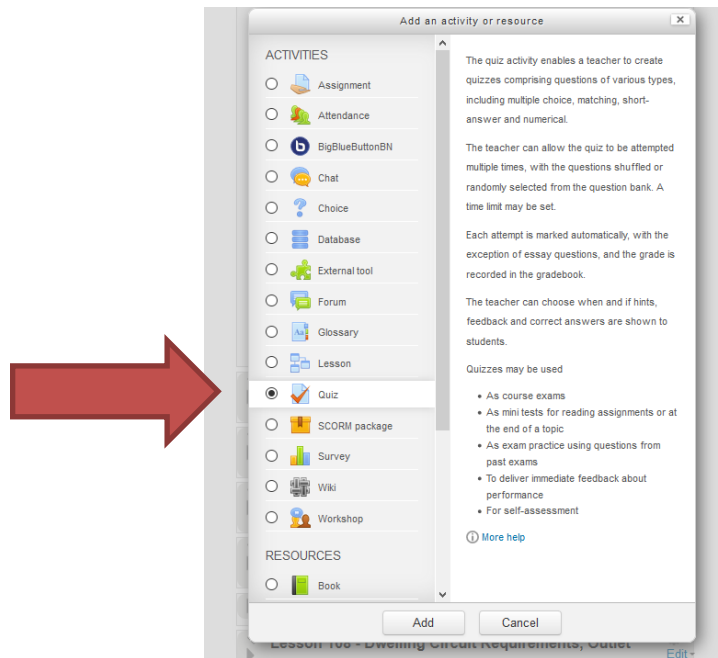
This will automatically show up in “Grade Book Set-Up

2. At the top and then click and drag into place

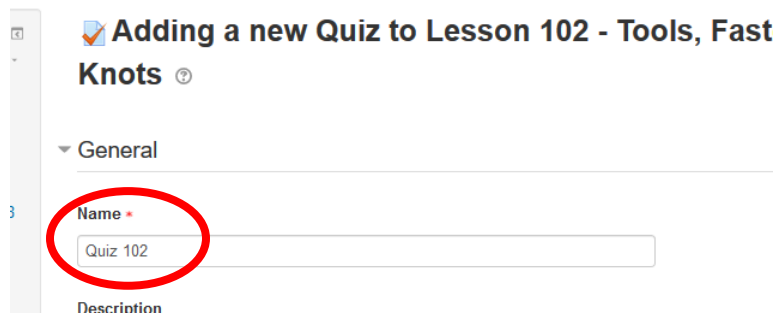
1. Click
Add an
activity or
resource



2. Then select Quiz – then Add




3. Name the quiz




4. Set any desired parameters

Click to open –
such as timing or
grade

▼ Timing

Open the quiz ? 27 ▾ August ▾ 2018 ▾ 09 ▾ 56 ▾  Enable

Close the quiz 27 ▾ August ▾ 2018 ▾ 09 ▾ 56 ▾  Enable

Time limit ? 0 minutes ▾ Enable


When time expires ?

Submission grace period ? 1 days ▾ Enable

▸ Grade


▸ Layout

▸ Question behaviour

▸ Review options 

▸ Appearance


▸ Extra restrictions on attempts

▸ Overall feedback 

▸ Common module settings

▸ Restrict access

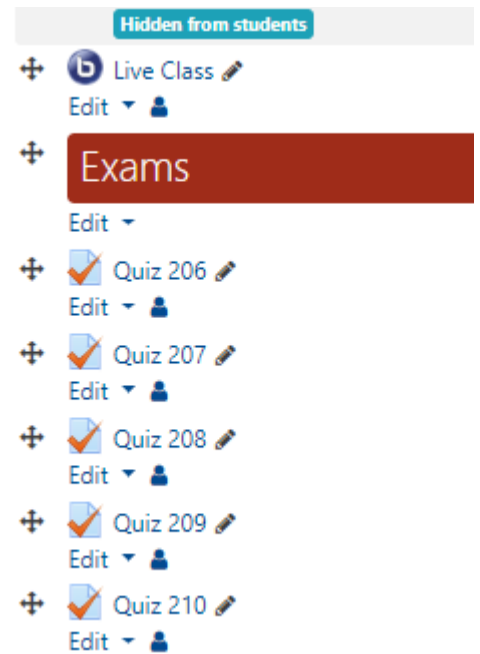
▸ Tags

There are required fields in this form marked .

5. Click save and return to course

You can make them all at once or one at a time

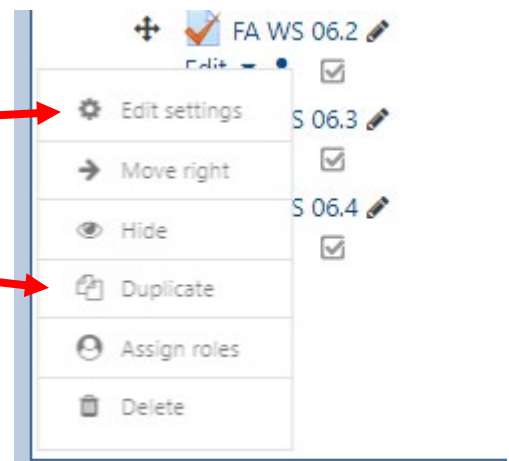
6. Click and drag it where you want



7. If making many quizzes, you can make the first one then duplicate as many times as needed, then re-name them.

Click "Edit"

then "Duplicate"



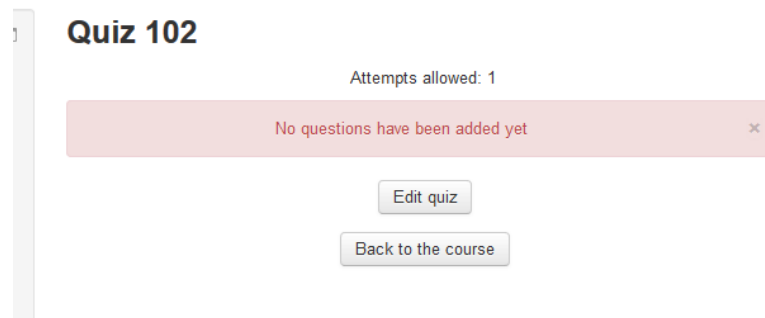
8. All the worksheets will have the same name.



Click the pencil

A box will open - type the new name in the box then click "Enter"

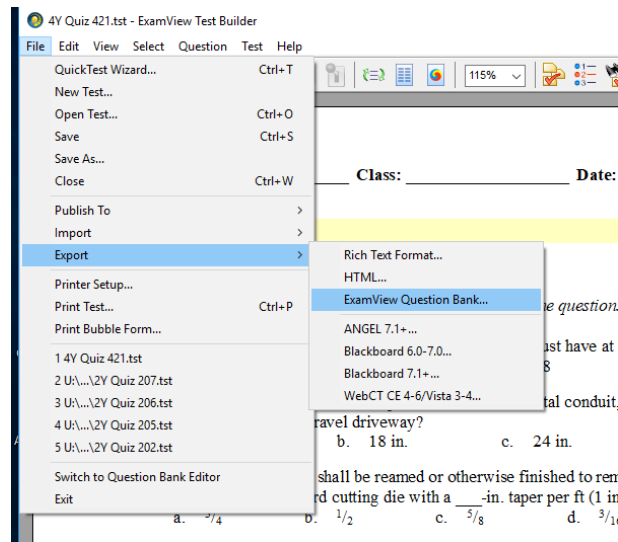
If you open the quiz you will see that it has no questions



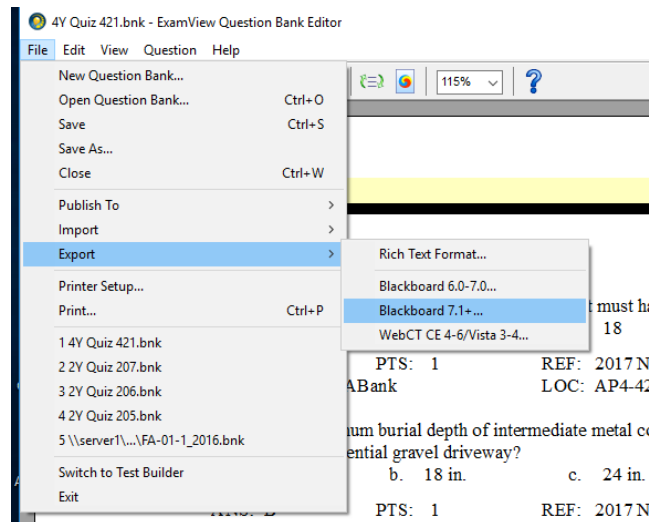
Converting to Moodle HTML Document

If you export ExamView files to blackboard, then import as usual, they will all be alphabetical, not in numerical order. To keep them in order, they must be converted to a Moodle HTML Document.

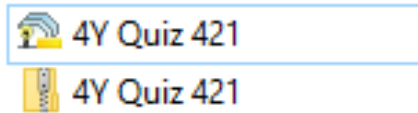
1. Open ExamView file and export to ExamView test bank



2. Open the ExamView Bank and export to Blackboard 7.1

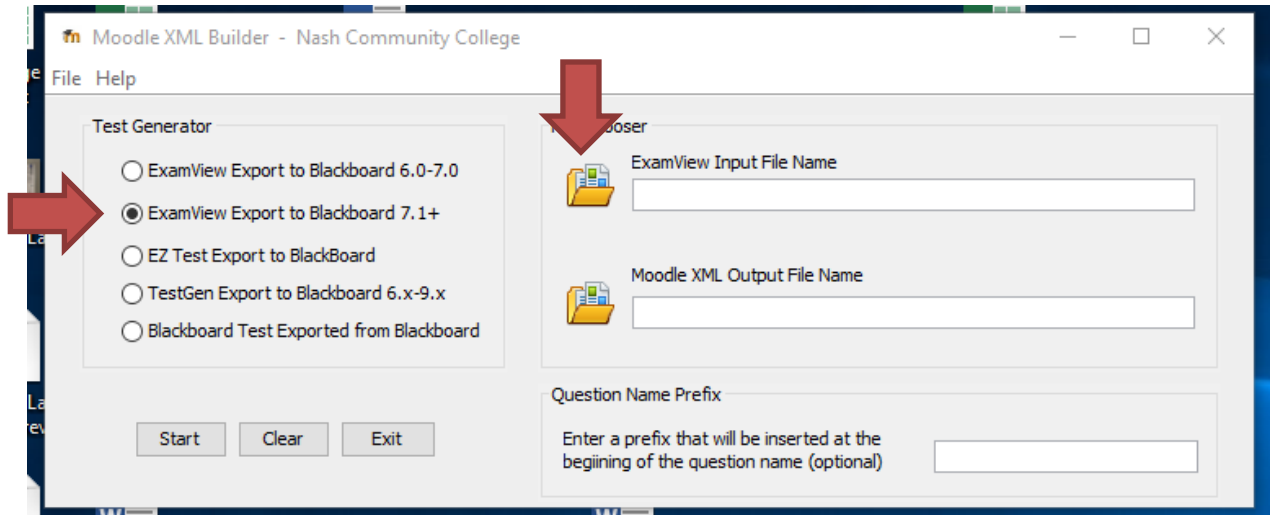
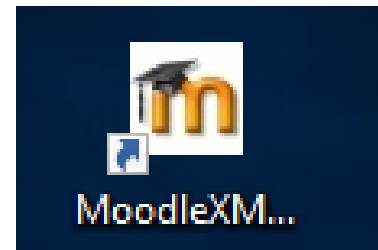


You will now see a bank file and a zip file in your folder



3. Convert the zip file to a Moodle XML file – click on desktop icon for Moodle XML Builder-

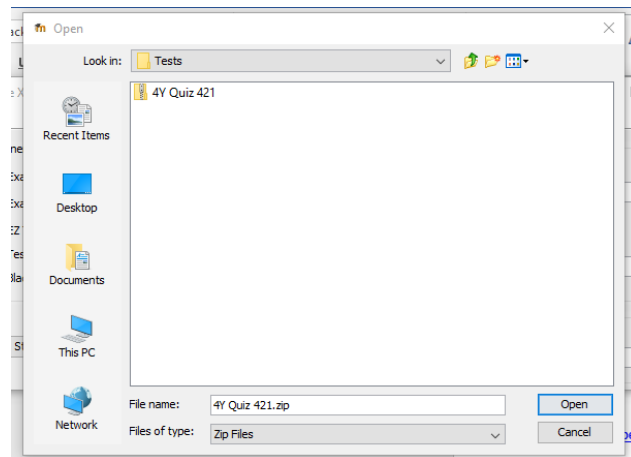
Download this first if you don't already have it.



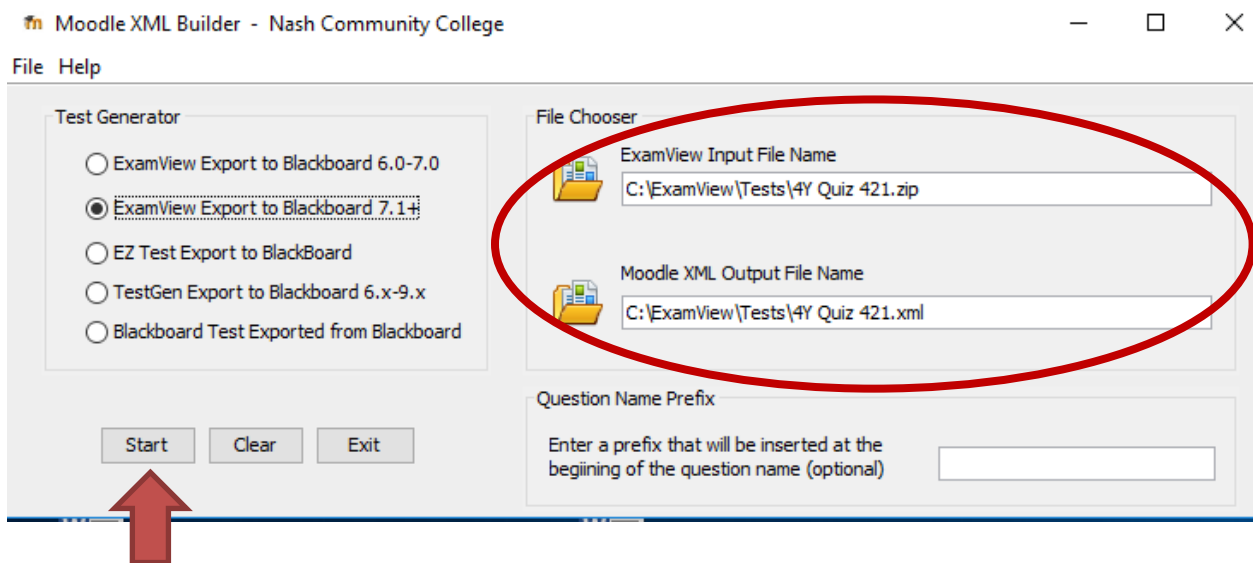
<http://www.atperesources.com/temp/MoodleXMLBuilder 0.4.0.1864.msi>

4. Check – ExamView Export to Blackboard 7.1

5. Click on the folder to select the exam file. Locate the file as usual and click “Open”





The file will automatically appear in both windows




Click “Start”

You will now see a bank file, an XML file, and a zip file in your folder

 4Y Quiz 421

 4Y Quiz 421

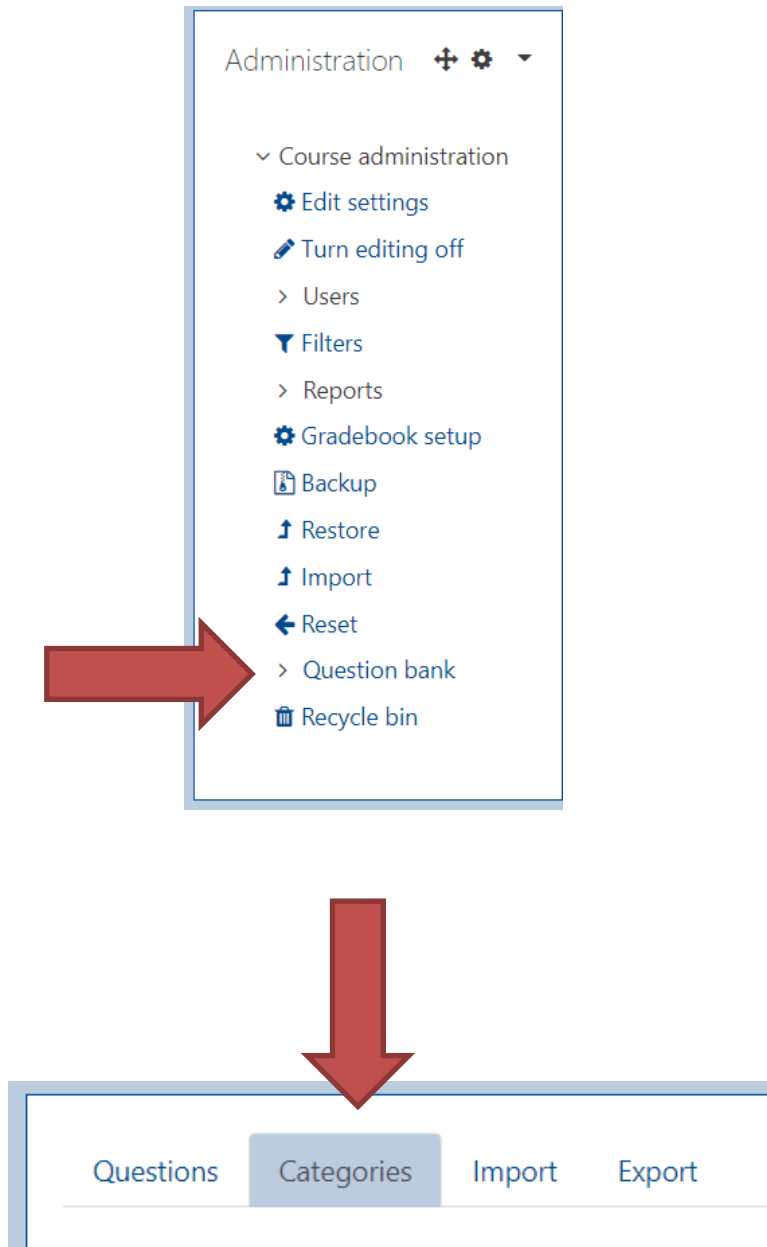
 4Y Quiz 421

It is recommended that you prepare all the files at once – the entire process goes faster than doing one exam or quiz at a time

Adding a Category to the Exam Bank

Before you can add questions to the bank, you first must create the category in the banks

1. Under Administration, click on Question Bank – then Categories



Scroll to the bottom and you will see “Add Category”

- Lesson 133 (0) ✕ ⚙ ⬅ ⬆ ⬇ ➡
- 133 Reading Worksheet (5) ✕ ⚙ ⬅ ⬇
- 133 Safety Worksheet (5) ✕ ⚙ ⬅ ⬆ ⬇ ➡
- Objective 133.1 Worksheet (10) ✕ ⚙ ⬅ ⬆ ⬇ ➡
- Objective 133.2 Worksheet (8) ✕ ⚙ ⬅ ⬆ ➡
- Lesson 134 (0) ✕ ⚙ ⬅ ⬆ ➡
- 134 Reading Worksheet (10) ✕ ⚙ ⬅ ⬇
- 134 Safety Worksheet (8) ✕ ⚙ ⬅ ⬆ ➡
- Objective 134.1 Worksheet (4) ✕ ⚙ ⬅ ⬆ ➡
- Objective 134.2 Worksheet (15) ✕ ⚙ ⬅ ⬆ ➡
- Objective 134.3 Worksheet (8) ✕ ⚙ ⬅ ⬆ ➡
- Objective 134.4 Worksheet (8) ✕ ⚙ ⬅ ⬆ ➡
- Lesson 135 (0) ✕ ⚙ ⬅ ⬆ ➡
- 135 Reading Worksheet (10) ✕ ⚙ ⬅ ⬇
- 135 Safety Worksheet (6) ✕ ⚙ ⬅ ⬆ ➡
- Objective 135.1 Worksheet (13) ✕ ⚙ ⬅ ⬆ ➡
- Objective 135.2 Worksheet (14) ✕ ⚙ ⬅ ⬆ ➡
- Objective 135.3 Worksheet (5) ✕ ⚙ ⬅ ⬆ ➡
- FWCC Quizzes (0) ✕ ⚙ ⬅ ⬆ ➡
- Quiz 101 (50) ✕ ⚙ ⬅

2. Add Category

** Leave Parent category alone

** Name the sub category then Add category (this can be Quizzes or Exams)



▼ Add category

Parent category ⓘ

Default for IEC Chapter 1st Year Electrical Curriculum - 2017-2018

Name *

FWCC Quizzes

If you are adding multiple categories, such as exams, you can create all categories at one time and add questions later

The new category will appear at the top

[Edit categories ⓘ](#)

Question categories for 'Course: IEC FWCC 2nd Year Electrical Curriculum CMS - 2018-2019 2D'

- **Default for IEC Chapter 2nd Year Curriculum - 2018-2019 (0)**

The default category for questions shared in context 'IEC Chapter 2nd Year Curriculum - 2018-2019'.



- **Quizzes (0)** 🗑 ⚙ ⬅ ⬇

- **Worksheet Test Banks (0)** 🗑 ⚙ ⬅ ⬆ ➡

- **Lesson 201 (0)** 🗑 ⚙ ⬅ ⬇

3. Once you have the main category, you must add sub categories by following the same procedure and selecting your primary category as the parent category, then the name of the sub category

Continue until you have all the items you need

▼ Add category

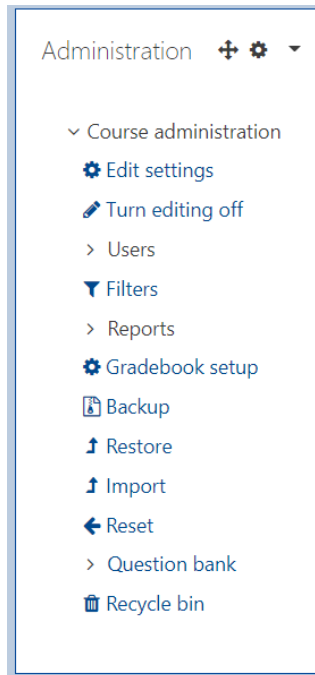
Parent category	• Default for IEC Chapter 2nd Year Curriculum - 2018-201
Name	The default category for questions shared in context 'IEC CI 2018-2019'.
Category info	<ul style="list-style-type: none">○ Quizzes (0) [trash] [gear] [left] [down]▪ 201 (0) [trash] [gear] [left] [down]▪ 202 (0) [trash] [gear] [left] [up] [down] [right]▪ 203 (0) [trash] [gear] [left] [up] [down] [right]▪ 204 (0) [trash] [gear] [left] [up] [right]○ Worksheet Test Banks (0) [trash] [gear] [left] [up] [right]▪ Lesson 201 (0) [trash] [gear] [left] [down]

Example – You want to have 4 quizzes in lesson 201.

You first make the category “Quizzes” under the default category, then you add each quiz as a separate category under “Quizzes”

Import Questions in Moodle Document Form to the Category

1. Under Administration Select “Question bank”, then Click “Import”











Questions Categories **Import** Export

Import questions from file 

2. Select "Moodle XML Format"

Import questions from file

File format

- Aiken format 
- Blackboard 
- Embedded answers (Cloze) 
- Examview 
- Gift format 
- Missing word format 
- Moodle XML format 
- WebCT format 

3. Then click "General" to open that section




General


4. Import Category – from dropdown, select the quiz (category) you created and


5. UNCHECK the box "Get category from file"

General

Import category 

Get category from file Get context from file

Match grades 


Stop on error 


6. Click and drag the exam zip file from your desktop directly into the upload box and click import

▼ General


Import category 

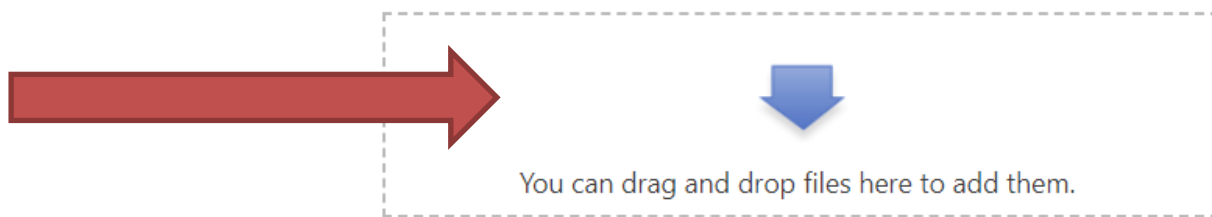
Get category from file Get context from file


Match grades 

Stop on error 

▼ Import questions from file

Import  Maximum size for new files: 8MB




There are required fields in this form marked  .

7. The questions will appear – click Continue

Importing 10 questions from file

1. It is safer when using a wrench to adjust your stance and then ___ on the wrench ha
2. Which of the wrenches listed can be used to safely loosen a frozen nut?
3. On a construction site it is permitted to use extension cords with only two prongs (n the cord is double-insulated.
4. Power tools should ___. I. be double insulated II. have a power cord that h
5. Terminating the conductors in a residential meterbase requires the use of a calibrate
6. The measure of rotational force is called _____.
7. ___ is a bolt mostly used in wood with a domed top and a square under the head. T tightened. Sometimes called a carriage bolt.
8. A 1/4- 28 x 3 1/2 machine screw has ___ threads per inch.
9. As a general rule, the strength of a rope is reduced about ___ when a knot is tied.
10. When tying a knot, the main or longest piece of the rope is the ___.

Continue



8. Click the “T” to select all questions

Questions Categories Import Export

Question bank

Select a category: 201 (5)

No tag filters applied

Filter by tags...

Show question text in the question list

Search options ▾

Also show questions from subcategories

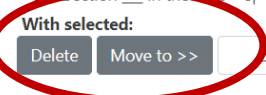

Also show old questions

Create a new question ...

<input type="checkbox"/>	T	Question	Created by	Last modified by
			First name / Surname / Date	First name / Surname / Date
<input checked="" type="checkbox"/>		Figure 201.17 The minim	Robert Jacob 7 August 2018, 1:59 PM	Robert Jacob 7 August 2018, 1:59 PM
<input checked="" type="checkbox"/>		Figure 201.18 For the 120/	Robert Jacob 7 August 2018, 1:59 PM	Robert Jacob 7 August 2018, 1:59 PM
<input checked="" type="checkbox"/>		Figure 201.2 Refer to Fig	Robert Jacob 7 August 2018, 1:59 PM	Robert Jacob 7 August 2018, 1:59 PM
<input checked="" type="checkbox"/>		For a 120/240 volt 3-ph, 4	Robert Jacob 7 August 2018, 1:59 PM	Robert Jacob 7 August 2018, 1:59 PM
<input checked="" type="checkbox"/>		Section ___ in the NEC® s	Robert Jacob 7 August 2018, 1:59 PM	Robert Jacob 7 August 2018, 1:59 PM

With selected:

Delete Move to >> 201 (5)



9. Click “Move to”

Add Questions from the Bank Category to Quiz or Exam

Open the quiz

Quiz 201



There are still no questions

Attempts allowed: 1

No questions have been added yet

1. Click on Edit Quiz



Edit quiz

Back to the course

GP 1 Quizzes

Jump to...

IEC Student Manual
WebBook - Lesson
201

2. On the right, click the Add drop down arrow and select from question bank

Editing quiz: Quiz 201

Questions: 0 | This quiz is open

Maximum grade

10.00

Save

Repaginate

Select multiple items

Total of marks: 0.00



Shuffle

Add

+ a new question

+ from question bank

+ a random question



3. Select your bank in the drop-down window

Add from the question bank at the end ×

Select a category: 201 (5)

No tag filters applied

Filter by tags...

Search options ▾

- Also show questions from subcategories
- Also show old questions
- T** Question

- +** Figure 201.17 The minimum clearance at ? is ___ inches where a ... FIGURE 201.17 [nar001- 🔍
- +** Figure 201.18 For the 120/208-volt panelboard shown in Figure 201.18, the ... FIGURE 201. 🔍
- +** Figure 201.2 Refer to Figure 201.2. The nominal voltage between conductors... FIGURE 201.2 🔍
- +** For a 120/240 volt 3-ph, 4-wire system the voltage from the "high-leg" to ... For a 120/240 🔍
- +** Section ___ in the NEC® specifies that all 120-volt receptacles in the ... Section ___ in the NE 🔍

Add selected questions to the quiz

4. Check the "T" box to select all the questions

5. Click "Add selected questions to the quiz"

You will see all your question. Check the value – some questions don't have a value and will show up as 0.00. Click the pencil and change the value, then click "enter."

If everything looks good, click "Save"

Editing quiz: Exam 4

Questions: 50 | This quiz is open

Maximum grade 10.00

Save

Repaginate Select multiple items

Total of marks: 50.00

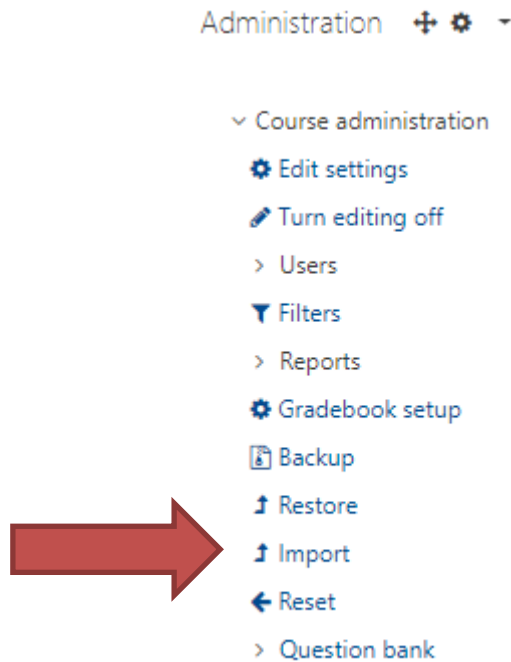
Shuffle

Page 1

Question ID	Question Text	Grade
q01	Figure 215.56 Refer to Figure 215.56 and the information in ...	1.00
q02	Figure 215.53 Refer to Figure 215.53 and the information in ...	1.00
q03	Figure 215.54 Refer to Figure 215.54 and the information in ...	1.00
q04	Figure 215.58 A GROUP VI, 5 KVA transformer (catalog num...	1.00
q05	Figure 216.5 This transformer has leads and any unused lea...	1.00
q06	Figure 216.2 Refer to Figure 216.2 and the information in Y...	1.00
q07	You have a 1 circuit available that is 208 volts at the panel. Y...	1.00
q08	materials, such as soft iron, can be easily magnetized. ...	1.00
q09	If the current flowing through a coil of wire is increased, the...	1.00
q10	A coil of wire, when carrying current, acts like a . A coil of ...	1.00

Importing Content from One Class to Another

1. In Administration, click “Import”



A new screen appears with all the courses listed.

If you have more courses than can be shown, it will ask you to search for your course.

Find a course to import data from:

Select a course

More than 10 courses found, showing first 10 results

Course short name	Course full name
<input type="radio"/> IEC FWCC 1st Year Curriculum - 2018-2019 1G	IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1G
<input type="radio"/> IEC FWCC 1st Year Curriculum - 2018-2019 1C	IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1C
<input type="radio"/> IEC FWCC 1st Year Curriculum - 2018-2019 1A	IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1A
<input type="radio"/> IEC FWCC 1st Year Curriculum - 2018-2019 1B	IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1B
<input type="radio"/> IEC FWCC 1st Year Curriculum - 2018-2019 1E	IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1E
<input type="radio"/> IEC FWCC 1st Year Curriculum - 2018-2019 1F	IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1F
<input type="radio"/> IEC FWCC 1st Year Curriculum - 2018-2019 1M	IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1M
<input type="radio"/> IEC FWCC 1st Year Curriculum - 2018-2019 1T	IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1T
<input type="radio"/> IEC FWCC 1st Year Electrical Curriculum CMS	IEC FWCC 1st Year Electrical Curriculum CMS

2. Locate the Course by typing part of the course name in the search window – then click “Search”

IEC FWCC 1st Year Curriculum - 2018-2019 1M IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1M

IEC FWCC 1st Year Curriculum - 2018-2019 1T IEC FWCC 1st Year Electrical Curriculum - 2018-2019 1T

IEC FWCC 1st Year Electrical Curriculum CMS - 2018-2019 1D IEC FWCC 1st Year Electrical Curriculum CMS - 2018-2019 1D

IEC FWCC 2nd Year Curriculum - 2018-2019 2A IEC FWCC 2nd Year Electrical Curriculum - 2018-2019 2A

There are too many results, enter a more specific search.

4D

Search

Continue

3. Select the correct course and click “Continue”

Find a course to import data from:

Select a course

Total courses: 1

Course short name	Course full name
IEC FWCC 4th Year Curriculum CMS - 2018-2019 4D	IEC FWCC 4th Year Electrical Curriculum CMS - 2018-2019 4D

4D

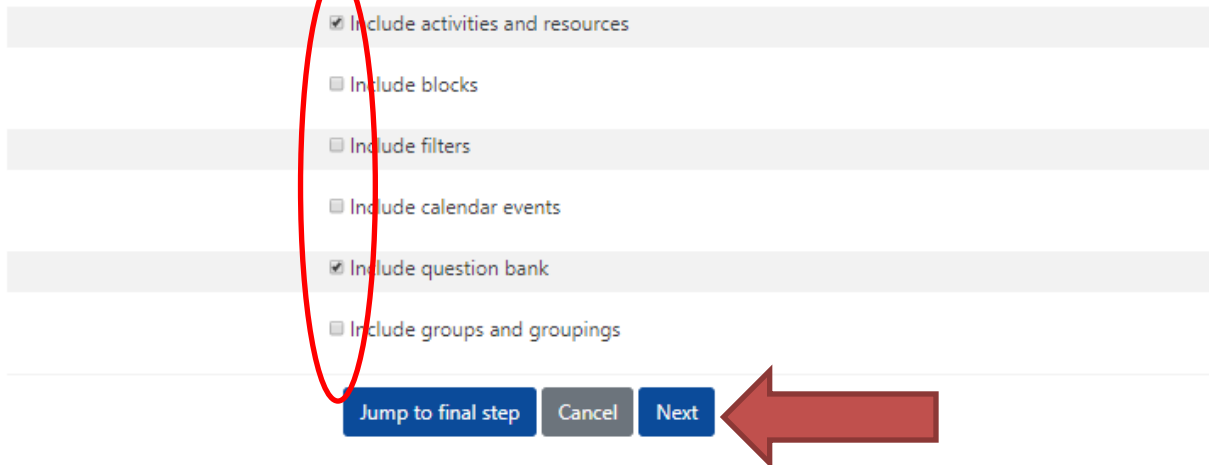
Search

Continue

4. Un-Check what you don't want to import then click "Next"

1. Course selection ▶ 2. Initial settings ▶ 3. Schema settings ▶ 4. Confirmation and review ▶ 5. Perform import ▶ 6. Complete

Backup settings



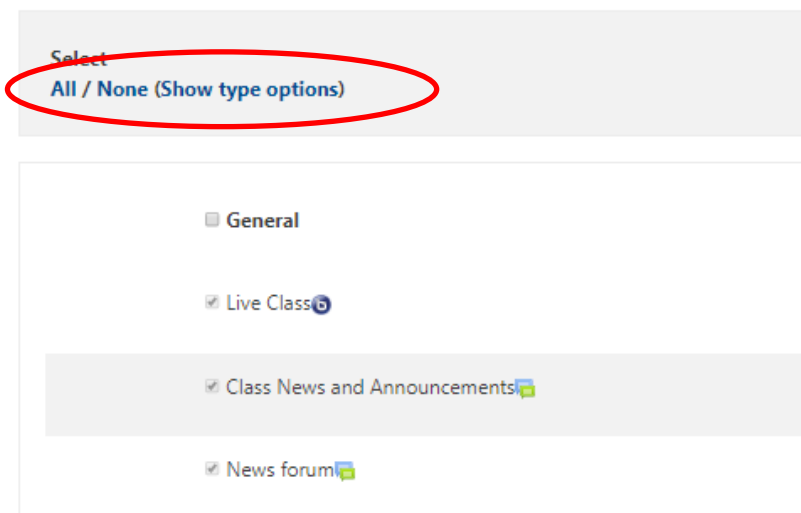
A screenshot of the 'Backup settings' form. It contains a list of checkboxes for various backup options. A red oval highlights the 'Include activities and resources' checkbox, which is checked. Below the list are three buttons: 'Jump to final step', 'Cancel', and 'Next'. A red arrow points to the 'Next' button.

- Include activities and resources
- Include blocks
- Include filters
- Include calendar events
- Include question bank
- Include groups and groupings

[Jump to final step](#) [Cancel](#) [Next](#)

5. Select "None" to uncheck everything – or Un-Check topics

Include:



A screenshot of the 'Include:' section. It shows a 'Select' dropdown menu with 'All / None (Show type options)' selected and circled in red. Below the dropdown is a list of checkboxes for various content types.

Select
All / None (Show type options)

- General
- Live Class
- Class News and Announcements
- News forum

6. Then - check individual items you want to import. – Then click on Next

Speed Quiz 3

Speed Quiz 4

Speed Quiz 5

Journeyman Exams

Practice Exam 1


Practice Exam 2

Practice Exam 3

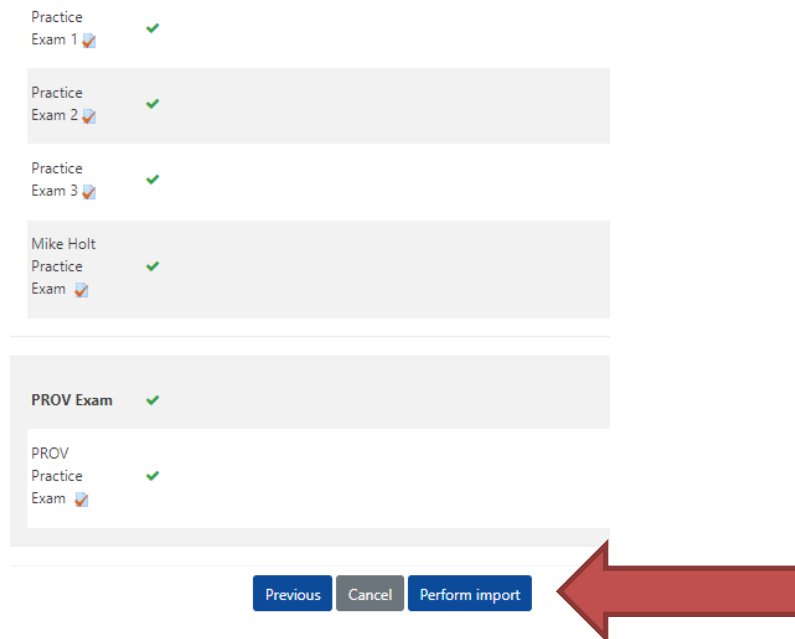
Mike Holt Practice Exam

PROV Exam

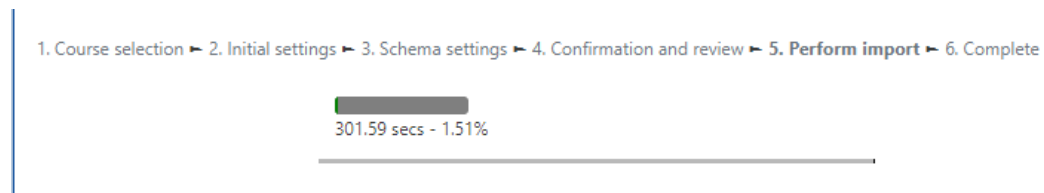
PROV Practice Exam



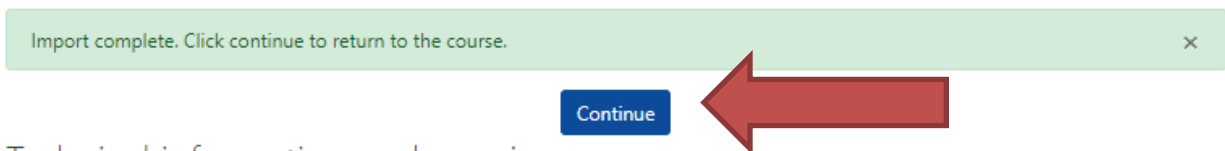
7. Scroll to the bottom and click “Perform import”



This tells you it's working –



When finished, click “Continue”



Technical information and warnings

setting controller status to 700
saving controller to db
calculating controller checksum 4c4d4f2ac75aad5a442941ca7926e06f
setting controller status to 600
saving controller to db
calculating controller checksum 92d17b7bd5b5664be232b7df1595547d






Distance Learning

Going to Class

On the home page, click the Big Blue Button that says Live Class

IEC FWCC 3rd Year Electrical Curriculum CMS - 2018-2019 3D

Home / My courses / 2018-2019 Courses / IEC FWCC / IEC FWCC 3rd Year Curriculum CMS - 2018-2019 3D

-  Class News and Announcements
-  News forum
-  Student FAQs, Online Course System Requirements, and Technical Support
-  News forum
-  Live Class



Click on Join Session

Live Class

This conference is in progress.
This session started at **15:23**. There is **1** moderator.

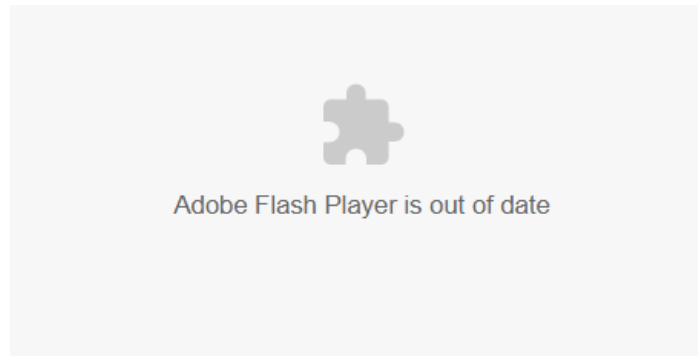
[Join session](#)

Recordings

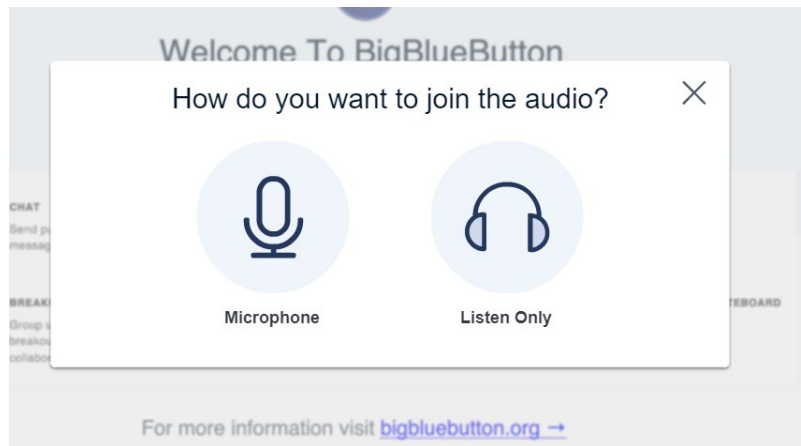
There are no recording to show.



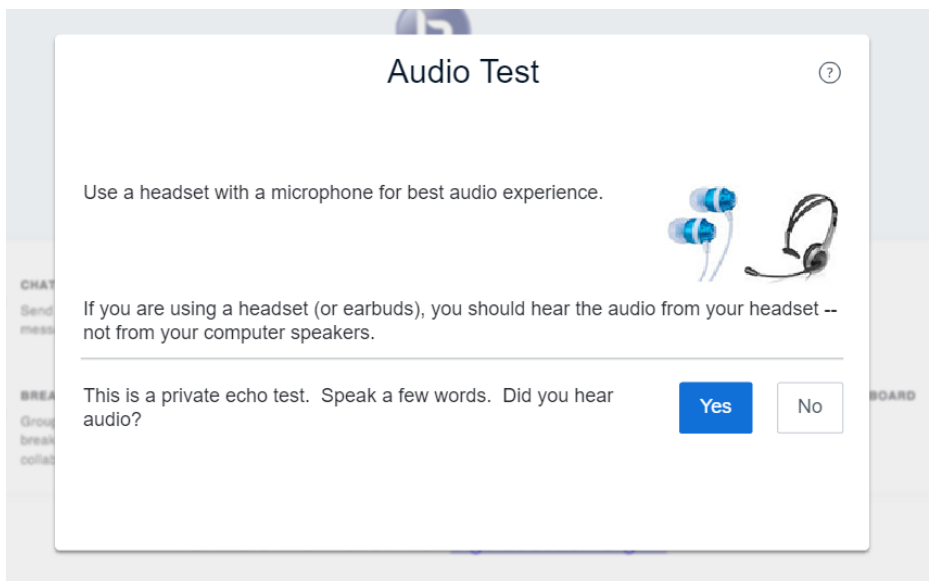
Click on anything that asks you about Adobe Flash Player



Click on the Microphone unless you have a head set and wish to use that.

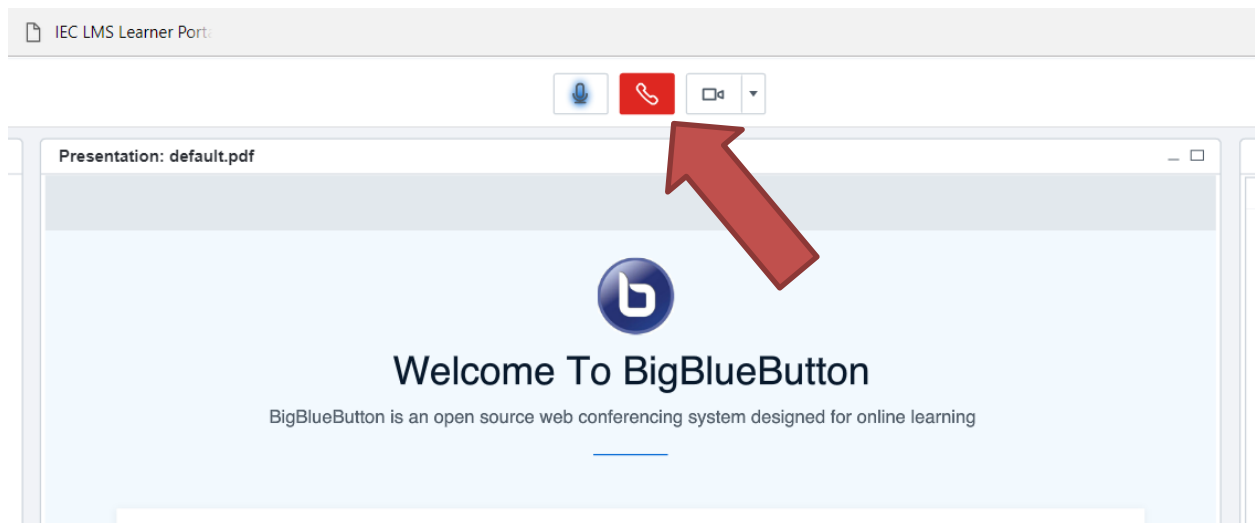


You should hear an echo of your own voice – Click Yes

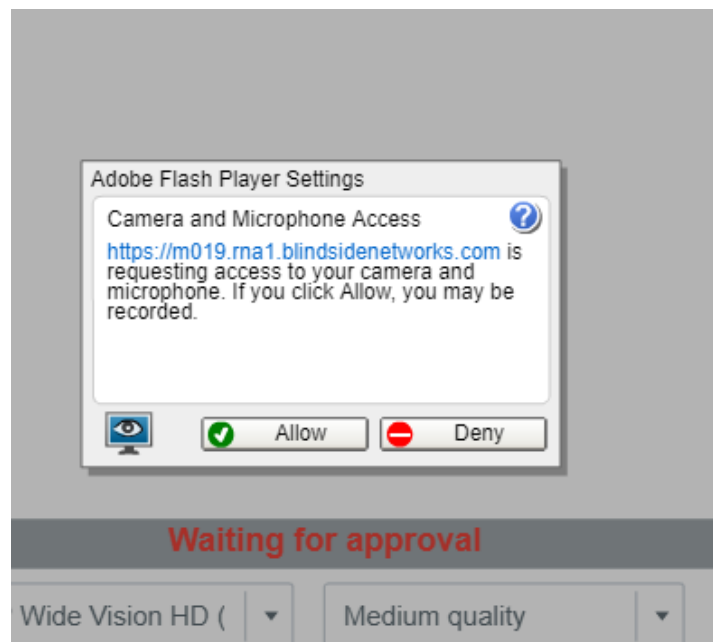


If not, trouble shoot your audio connections on your computer

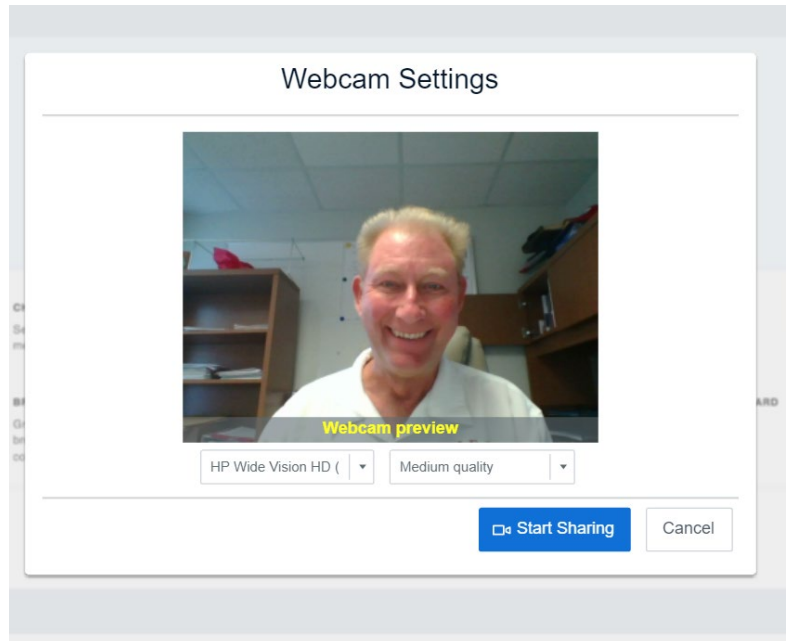
Then click on the camera icon to add your camera



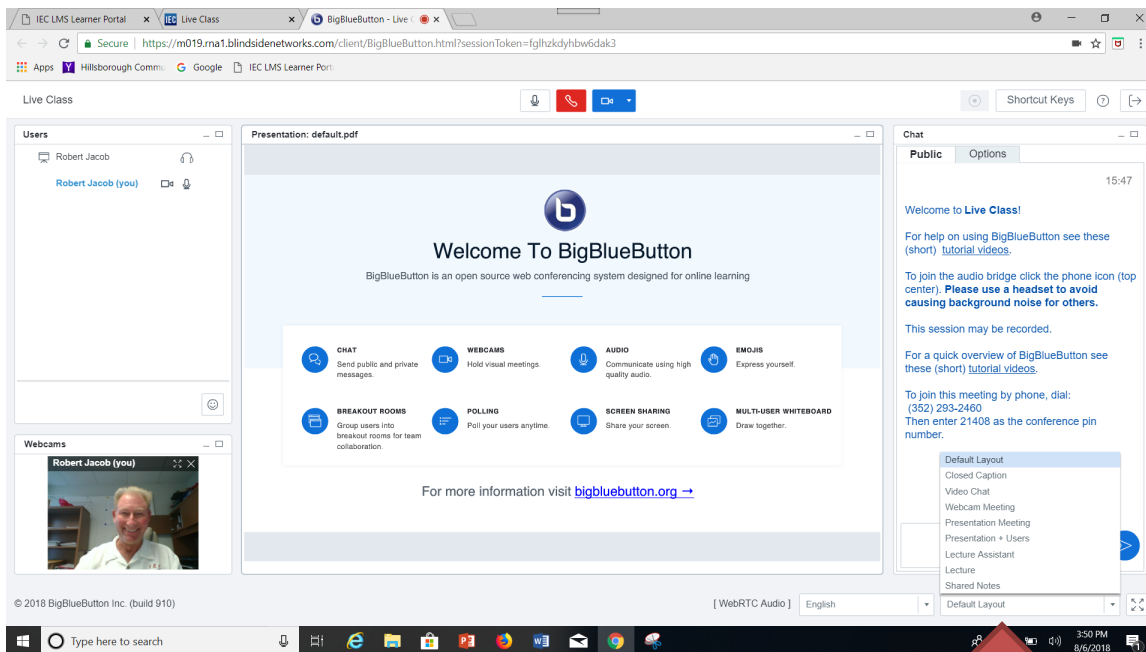
Click Allow



Click Start Sharing

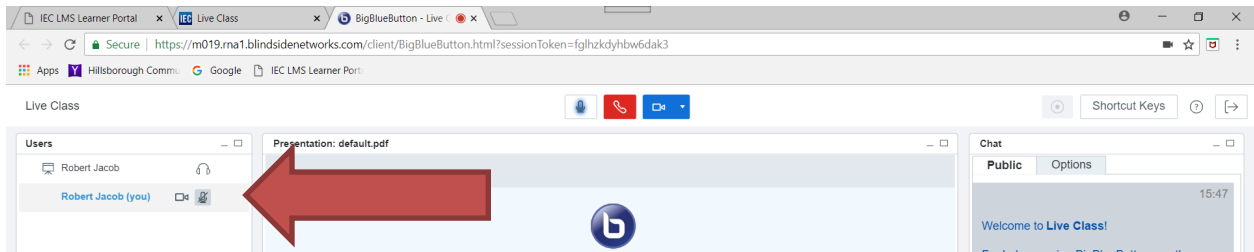


You will see everyone in the class in the window at the lower left.

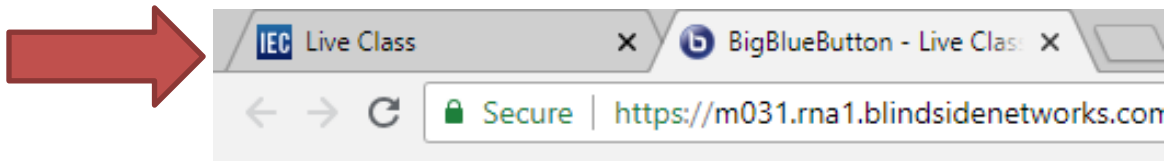


To change views, click on the layout

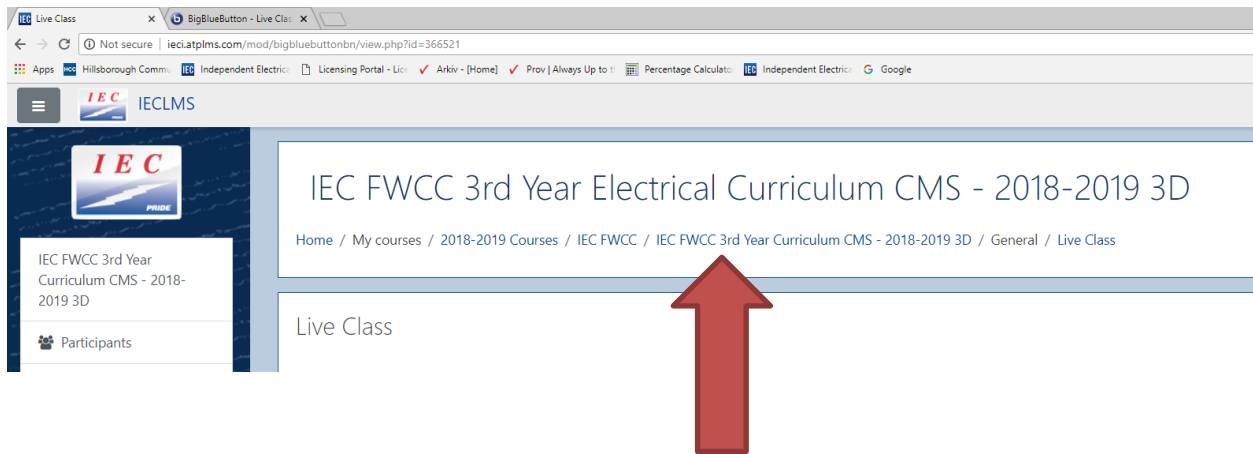
To mute your mike, click on the Microphone icon



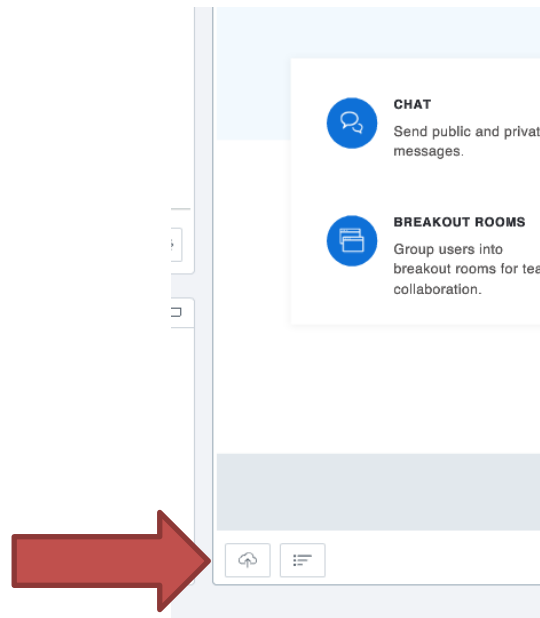
To go back to the Home Page from class, click on the “Live Class” tab



Then click on the name of the class



Upload a presentation



Check “Enable download of presentation”

And select the file

