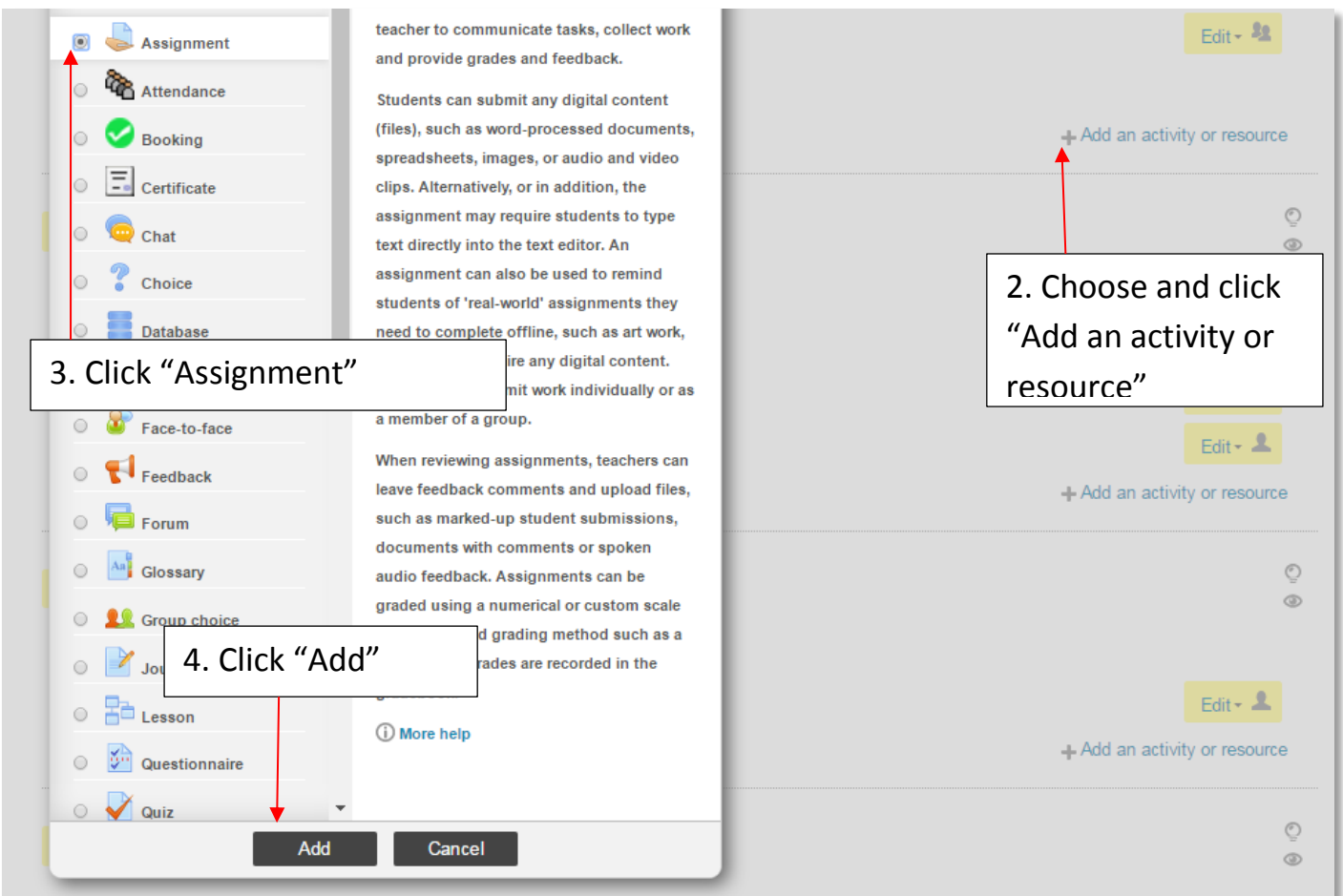
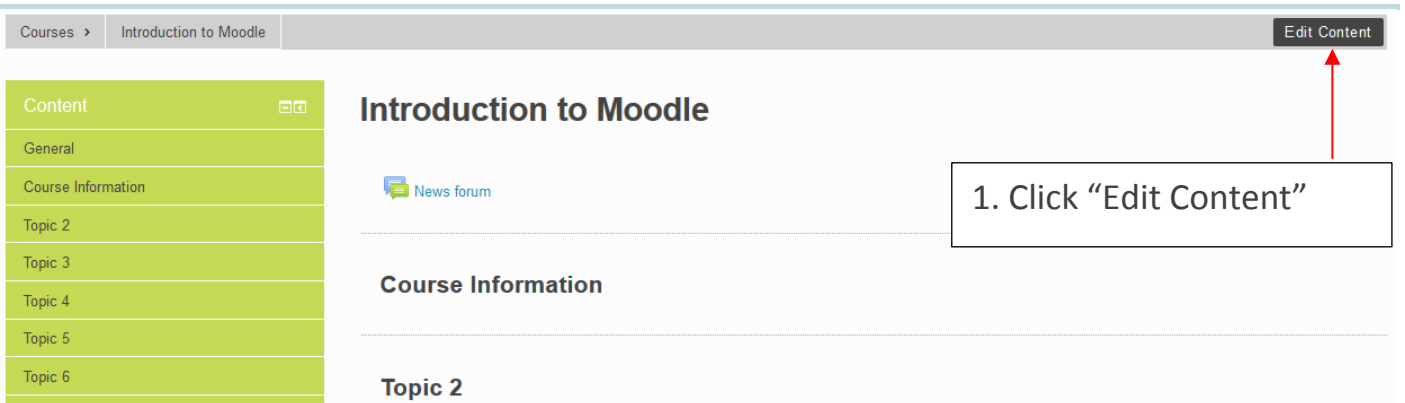


How to set up an OneNote Submission



Introduction to Moodle

▼ General

Assignment name*

HTML format

Display description on course page

Additional files

▼ Availability

Allow submissions from 31 October 2016 00:00

Due on 7 November 2016 00:00

Cut-off date 20 December 2016 11:20

5. Click "Expand All" to see all options

6. Add an Assignment name and clear instructions for the student.

7. Add example submission or answer templates (optional)

8. Choose availability times and dates

collapse all

Maximum size for new files: 500MB

You can drag and drop files here to add them.

▼ Submission types

Submission types File submissions Mahara portfolio OneNote submissions Online text

Maximum number of uploaded files

Maximum submission size

Site

Lock submitted pages

Maximum number of uploaded OneNote pages

OneNote page size

Word limit Enable

9. Choose OneNote

10. Choose the upload limit (max = 1MB)

▼ Feedback types

Feedback types Feedback comments Feedback files Offline grading worksheet Feedback OneNotes

Feedback comments

Require students click submit button

Require that students accept the submission statement

Attempts reopened


Maximum attempts

11. Choose feedback comments

12. If set 'No' students can make changes to their submission at any time.


13. Choose 'Yes' if students have to agree on statement that this their own work

▼ **Group submission settings**

Students submit in groups  No

Require group to make submission  No


Require all group members submit  No

Grouping for student groups  None

▼ **Notifications**

Notify graders about submissions  No

Notify graders about late submissions  No

Default setting for "Notify students"  Yes

14. Choose "Yes" if you would like to receive an email when a student submits or submitted late

▼ **Grade**

Grade 

Type Point

Scale BTEC


Maximum points 100


Grading method  Simple direct grading

Grade category  Uncategorized

Grade to pass  0.00

Anonymous marking  No

Use marking workflow  No

Use marking allocation  No

▼ Common module settings

Visible 15. Select show/hide for student visibility

ID number

Group mode 16. Keep as No groups

Grouping

▼ Restrict access

Access restrictions 17. Click Save and return to course

There are required fields in this form marked *.

Further Support

Additional support is on hand should you require help. Contact the Digital Learning team at dlsupport@arts.ac.uk



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