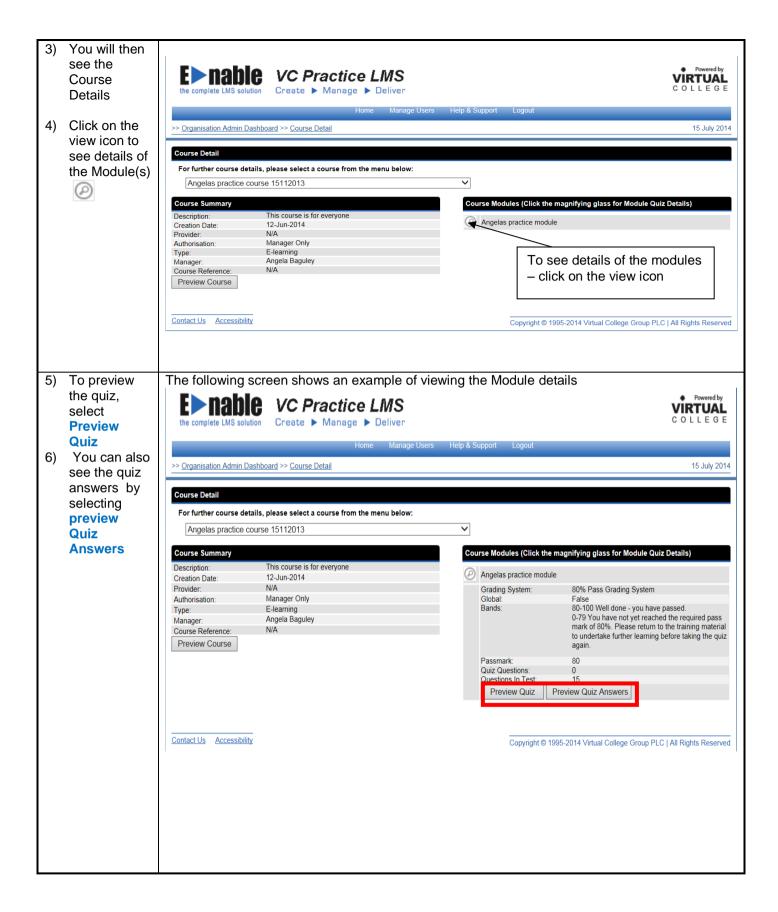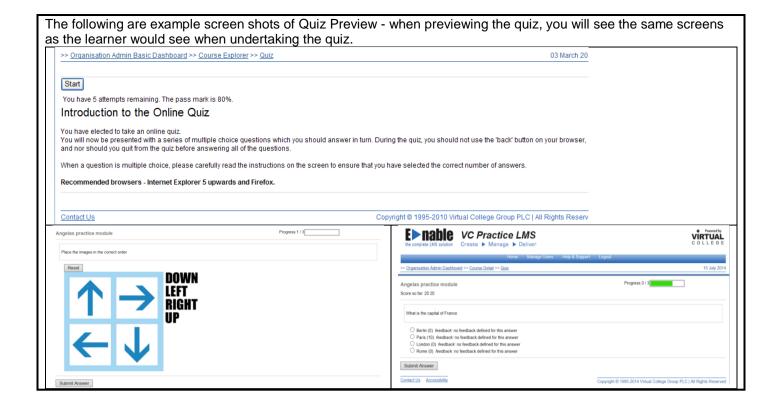# LMS USER GUIDE
COURSE EXPLORER/COURSE DETAILS

INFORMATION –The Course Explorer/Course Details option allows Administrators to see the full details of a course and its modules and also preview any associated quizzes and quiz answers

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1) Navigate to Course Explorer using the relevant procedure for your level of access as shown below. Not all users listed below have this ability by default, but this function can be switched on as required

Section Admin Procedure	Section Admin Dashboard> Course Explorer
Section Monitor	Section Monitor Dashboard> Course Detail
Organisation Admin Procedure	Organisation Admin Dashboard>Course Explorer
Organisation Admin Basic Procedure	Organisation Admin Basic Dashboard>Course Detail
Assessor Procedure	Assessor Dashboard> Course Detail
Course Manager Procedure	Course Manager Dashboard> Course Detail
Department Admin Procedure	Department Admin Dashboard> Course Detail
Department Course Manager Procedure	Department Course Manager Dashboard> Course Detail
Learner Manager Procedure	Learner Manager Dashboard>Course Details
Mentor Procedure	Mentor Dashboard>Course Details
Internal Verifier Procedure	Internal Verifier Dashboard>Course Details
Department Monitor Procedure	Department Monitor Dashboard>Course Details

2) Select the course you wish to view from the Drop Down List

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3) You will then see the Course Details 4) Click on the view icon to see details of the Module(s)	**E▶nable** VC Practice LMS the complete LMS solution Create ▶ Manage ▶ Deliver Powered by VIRTUAL COLLEGE Home Manage Users Help & Support Logout >> Organisation Admin Dashboard >> Course Detail 15 July 2014 **Course Detail** For further course details, please select a course from the menu below: Angelas practice course 15112013 ▾ **Course Summary** Description: This course is for everyone Creation Date: 12-Jun-2014 Provider: N/A Authorisation: Manager Only Type: E-learning Manager: Angela Baguley Course Reference: N/A [Preview Course] **Course Modules (Click the magnifying glass for Module Quiz Details)** 🔍 Angelas practice module To see details of the modules – click on the view icon Contact Us Accessibility Copyright © 1995-2014 Virtual College Group PLC | All Rights Reserved
5) To preview the quiz, select **Preview Quiz** 6) You can also see the quiz answers by selecting **preview Quiz Answers**	The following screen shows an example of viewing the Module details **E▶nable** VC Practice LMS the complete LMS solution Create ▶ Manage ▶ Deliver Powered by VIRTUAL COLLEGE Home Manage Users Help & Support Logout >> Organisation Admin Dashboard >> Course Detail 15 July 2014 **Course Detail** For further course details, please select a course from the menu below: Angelas practice course 15112013 ▾ **Course Summary** Description: This course is for everyone Creation Date: 12-Jun-2014 Provider: N/A Authorisation: Manager Only Type: E-learning Manager: Angela Baguley Course Reference: N/A [Preview Course] **Course Modules (Click the magnifying glass for Module Quiz Details)** 🔍 Angelas practice module Grading System: 80% Pass Grading System Global: False Bands: 80-100 Well done - you have passed. 0-79 You have not yet reached the required pass mark of 80%. Please return to the training material to undertake further learning before taking the quiz again. Passmark: 80 Quiz Questions: 0 Questions In Test: 15 [Preview Quiz] [Preview Quiz Answers] Contact Us Accessibility Copyright © 1995-2014 Virtual College Group PLC | All Rights Reserved

The following are example screen shots of Quiz Preview - when previewing the quiz, you will see the same screens as the learner would see when undertaking the quiz.

03 March 20

Start

You have 5 attempts remaining. The pass mark is 80%.

Introduction to the Online Quiz

You have elected to take an online quiz.
You will now be presented with a series of multiple choice questions which you should answer in turn. During the quiz, you should not use the 'back' button on your browser, and nor should you quit from the quiz before answering all of the questions.

When a question is multiple choice, please carefully read the instructions on the screen to ensure that you have selected the correct number of answers.

Recommended browsers - Internet Explorer 5 upwards and Firefox.

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Angelas practice module

Progress:1 / 3

Place the images in the correct order

Reset

DOWN
LEFT
RIGHT
UP

Submit Answer

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VIRTUAL
C O L L E G E

Home   Manage Users   Help & Support   Logout

15 July 2014

Angelas practice module

Progress:3 / 3

Score so far: 20 20

What is the capital of France

○ Berlin (0) feedback: no feedback defined for this answer
○ Paris (10) feedback: no feedback defined for this answer
○ London (0) feedback: no feedback defined for this answer
○ Rome (0) feedback: no feedback defined for this answer

Submit Answer

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15 July 2014

7) If you select the **Preview Course** button	
8) It will give you a preview of what the learner would see and allows you to undertake the course without recording any progress.	