Adding a course
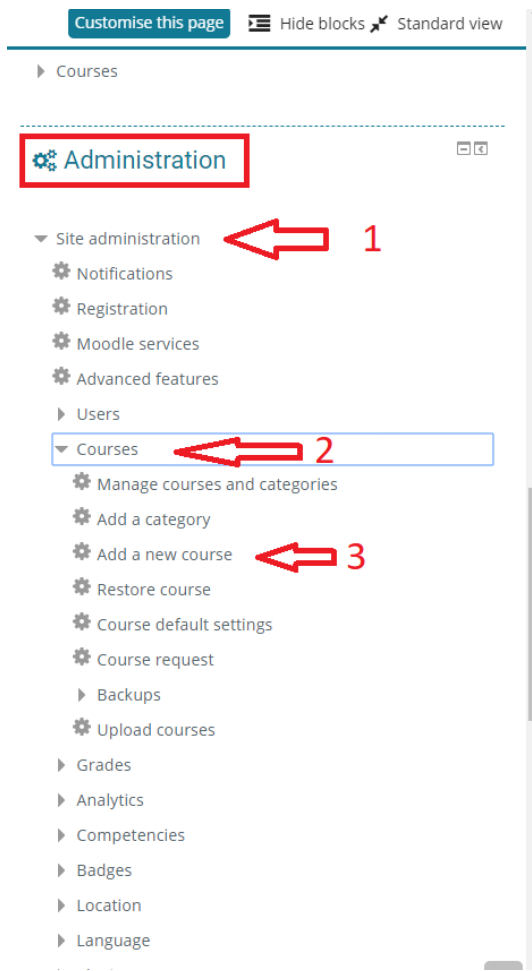
By default, a regular teacher can't add a new course. To add a new course to Moodle, you need to have either Administrator, Course Creator or Manager rights.

 To add a course:

- From the side panel go to Administration / Courses / Add a new course.

In the following screen you can choose a name for your course , a short name (initials for the course) , select the category in witch the course will be under (e.g. English courses , Vietnamese courses etc.) and the start and ending dates for the course (if it is time limited). You can also write a course summary and upload an image for the course.

Add a new course

▶ Expand all

▾ General

Course full name *

Course short name *

Course category   Miscellaneous

Course visibility   Show

Course start date

29 ▾ March ▾ 2019 ▾ 00 ▾ 00 ▾

Course end date

28 ▾ March ▾ 2020 ▾ 00 ▾ 00 ▾ ☑ Enable

Course ID number

▾ Description

Course summary

Maximum size for new files: Unlimited, maximum attachments: 1

Course image

▸ 📁 Files

You can drag and drop files here to add them.

Accepted file types:

Image (GIF) .gif

Image (JPEG) .jpg

Image (PNG) .png

After you fill the necessary information you can save the course and access it from the courses page.

There you will be able to turn editing on and add contents to your course as described in the teacher manual.