User guide for Virtual Mobility Students

Student User Manual

July, 2014

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1. Virtual Campus UAM

The **Moodle** platform is a virtual campus UAM for teachers, students and researchers. Moodle can be displayed and run on Windows, Mac OS and other different types of Linux distributions via a web browser.

1.1 Access Moodle

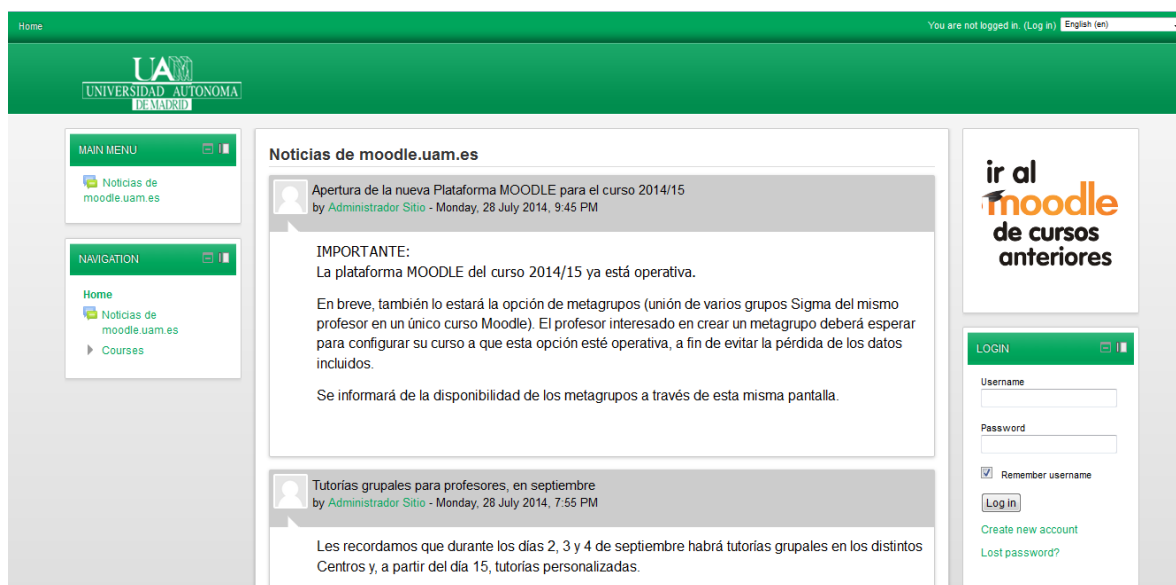The website to access this virtual platform is the following: https://moodle.uam.es/

Figure 1: Website to access UAM Virtual platform.

To access the courses you are enrolled, click on the link above and filling out the *username* and *password* fields for authentication. The username is the email account of the UAM (firstname.lastname@estudiante.uam.es). The password is chosen by the user. If you have forgotten the password you can follow the instructions below:

1. Enter to the website of the Moodle platform
2. Click on the link on the right side "Lost password?"
3. Follow the instructions on that page.

1.2 Access Your Courses and Preferences

Once you have access to the platform, all the enrolled courses should be appear automatically by default. Navigation between the courses and the main sections of Moodle is via block **"Navigation"**, normally located on the first or second position in the left column. Using this block can easily move from one course to another.
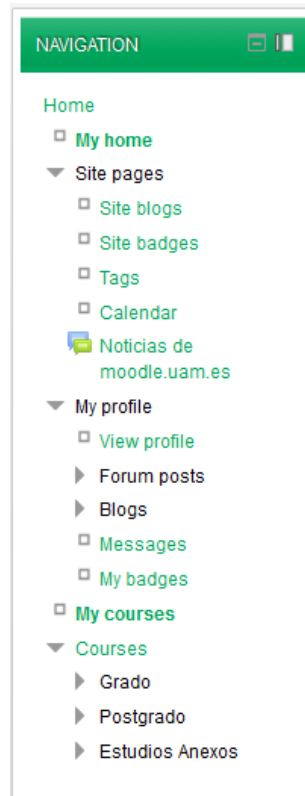
Figure 2: Navigation block in UAM Moodle.

The navigation block comprises:

- ***My home***: the list of enrolled courses.
- ***Site pages***: moodle site pages such as Calendar and News.
- ***My profile***: view and edit the user profile check the forum posts, messages and access the private files.
- ***My Courses***: navigation to the courses.

To edit the user profile, in the **"Administration"** block is located the "Profile Settings" option:
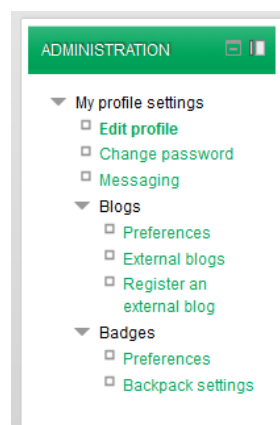

Figure 3: Administration block in UAM Moodle.

This block allows doing the main following actions:

- ***Edit Profile***: modification of the user profile data.
- ***Change password:*** to change the password.
- ***Messaging***: shows the notification methods configured for incoming messages.

Full manuals on MOODLE 2.6 can be found at: Manuals on Moodle 2.6

2. Sociocultural Website

Cultural information of Madrid and Spain can be found in the website: http://ubicamp.ii.uam.es/sociocultural
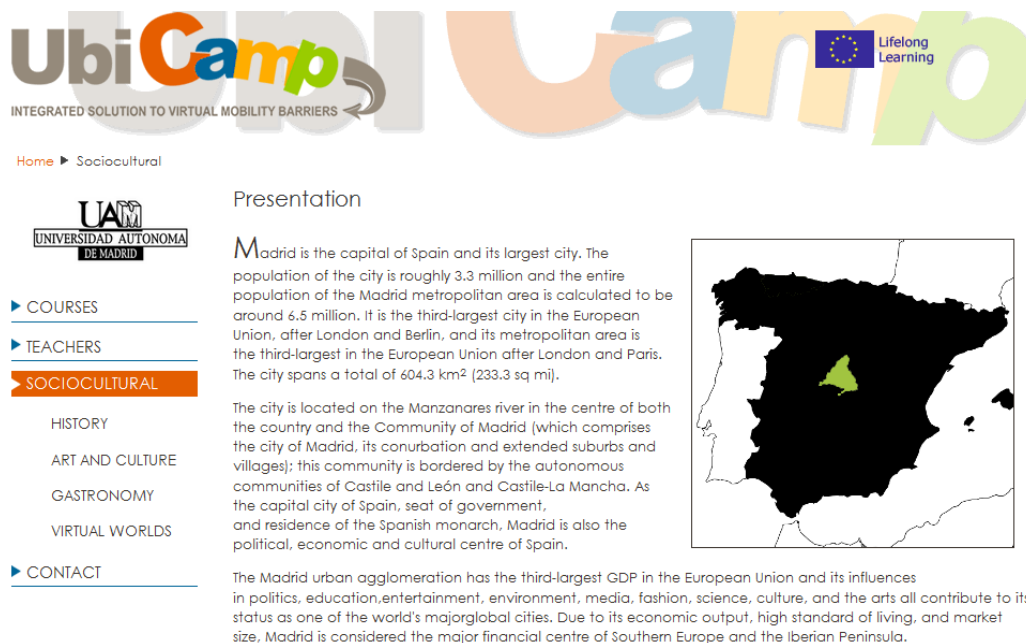

Figure 4: Sociocultural Website of the UAM.

Using the cultural information, related links, and tools from the Sociocultural website the students should be acquired general knowledge about Madrid, its history, art and the gastronomy of the region, among other. Moreover, Madrid can be visited through Virtual Worlds, a representation of Madrid in a 3D virtual environment. Instructions to enter in this virtual representation of Madrid can be seen in the section "Virtual Worlds" of the website.

3. Videoconference system

To carry out virtual sessions between students and teachers/tutors video conferencing system should be necessary such as Skype (www.**skype**.com/) or Adobe Connect (http://www.adobe.com/es/products/adobeconnect.html). These tools can be downloaded from their web pages, where it can be able accessing their manuals too.