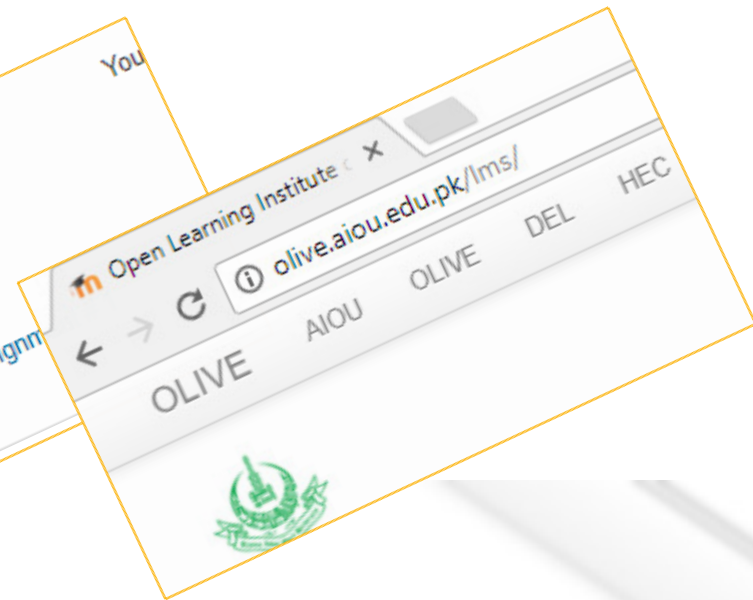
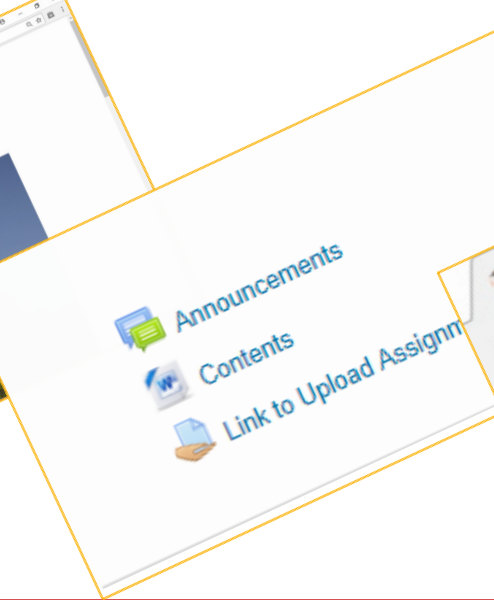


Allama Iqbal Open University

Directorate of Overseas Educational Programmes & e-Learning



Learning Management System (LMS)

Manual for students



Learning Management System (LMS) manual for students

Dear Students,

Welcome to Student's manual for Learning Management System (LMS). This manual will help you to use LMS in an efficient manner. If you have participated in any of our orientation sessions this manual will prove handy to make your way around our system. We will start with brief introduction to LMS followed by step by step process to use various features of this system.

What is a LMS?

LMS stands for Learning Management System and is a web-based system to manage various learning oriented activities. The LMS contain course management, student management, teacher management, activity management and resource management modules. The basic theme of a LMS is to facilitate learning by streamlining collaboration between teachers and students. Our LMS is based on Open source MOODLE (www.moodle.org).

Some conventions used in this manual



Red circle with 2 indicated the step you have to perform

(1) Perform some action

This rectangle explains what to perform in a certain step.

Table of Contents

Section 1	5
Introduction to Learning Management System and log-in process.....	5
1.1 Website address of OLIVE.....	6
1.2 Log-in into LMS.....	7
1.3 Home page and LMS blocks	8
Section 2	9
Updating your account preferences and profile.....	9
2.1 How to change your account preferences.....	10
2.2 LMS account preferences.....	11
2.3 How to change your password.....	12
2.4 How to edit your profile.....	13
2.5 How to upload your picture.....	14
Section 3	15
Log-out and password recovery process.....	15
3.1 How to log-out from LMS.....	16
3.2 How to reset your password	17
Section 4	18
LMS blocks, Home page and course structure.....	18
4.1 Home page	19
4.2 How to enter into your course.....	20
4.3 Course structure.....	21

Section 5	22
Downloading resources	22
5.1 How to download file resources.....	23
5.2 How to check announcements	24
Section 6	25
Uploading solved assignments through assignment activity of LMS.....	25
6.1 How to upload assignment (Step 1)	26
6.2 How to upload assignment (Step 2)	27
6.3 How to upload assignment (Step 3)	28
Section 7	29
Participating in discussions using Discussion Forums	29
7.1 How to participate in discussion forum (Step 1)	30
7.2 How to participate in discussion forum (Step 2)	31
7.3 How to participate in discussion forum (Step 3)	32
7.4 How to participate in discussion forum (Step 4)	33

Section

1

Introduction to Learning Management System and log-in process

The LMS of AIOU is named OLIVE (Open Learning Institute of Virtual Education). The system can be accessed via a website address (<http://olive.aiou.edu.pk>). The website requires you to provide log-in credential i.e. username and password. Please note that if you don't know your log-in credentials please contact us on support.elearning@aiou.edu.pk. The following sub-sections explain how to access OLIVE and log-in process.

1.1 Website address of OLIVE

Type <http://olive.aiou.edu.pk> address in your web browser. After the page is loaded click on “Learning Management System (LMS)” link as shown in Figure 1.



The screenshot shows a web browser window with the URL olive.aiou.edu.pk in the address bar. The page header features the logo of the Directorate of OEP & E-Learning, Allama Iqbal Open University. Below the header, there is a navigation menu with the following links: HOME, LMS MANUAL FOR TUTORS, AIOU MULTIMEDIA COURSE REPOSITORY (AMCR), and LEARNING MANAGEMENT SYSTEM (LMS). The LMS link is highlighted with a red circle and a green line. A large image of the Gateway Block building is displayed below the navigation menu. A blue callout box with a yellow border contains the following instructions: (1) Type the URL in address bar of your browser. (2) Click on the Learning Management System (LMS). A green e-Learning Helpdesk button is visible in the bottom right corner.

Figure 1

1.2 Log-in into LMS

The log-in process requires username and password. Type your username and password and click “Log in” button to enter into the LMS as shown in Figure 2.

The screenshot shows a web browser window with the URL `olive.aiou.edu.pk/lms/login/`. The page features a navigation menu at the top with links for OLIVE, AIOU, DEL, HEC, Settings, and English (en). Below the menu is a logo and a "Home" link. The main content area is titled "Log in" and contains a form with the following elements:

- Username:** A text input field containing "17pnr12345". A red circle with the number "1" is positioned above the field, with a green line pointing to the input.
- Password:** A password input field with masked characters. A red circle with the number "2" is positioned to the right of the field, with a green line pointing to the input.
- Remember username:** A checkbox that is currently unchecked.
- Log in:** A button located below the form. A red circle with the number "3" is positioned to the left of the button, with a green line pointing to it.

Below the form, there are links for "Forgotten your username or password?", a note "Cookies must be enabled in your browser", and a section for guest access with a "Log in as a guest" button.

Figure 2

- (1) Type your username, student should provide their registration number without dashes and spaces in lower case
- (2) Type your password, your password would be communicated to you via email.
- (3) Click on “Log in” button.

1.3 Home page and LMS blocks

After successful log-in you will see your home page as shown in Figure 3.

The screenshot shows the OLI home page with the following elements:

- 1**: User profile link in the top right corner.
- 2**: 'My courses' section showing 'Student Orientation Course' by 'teacher one'.
- 3**: 'Site news' section.
- 4**: 'NAVIGATION' menu with links for Home, Dashboard, Site pages, and My courses.
- 5**: 'MESSAGES' section showing 'No messages waiting'.

Site news

Subscribe to this forum

Workshop Schedule, Associate Degree in Commerce (Spring-17)

by
by
Ver
As
by

ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD
ASSOCIATE DEGREE IN COMMERCE **ONLINE CLASSES SCHEDULE SPRING 2017**
July 24, 2017 to October 8, 2017

DAY	SUBJECT	Code	TUTOR	Semester	Time	E-mail
Monday	Basics of ICT	5403	Mr. Muhammad Usman Qureshi	I	04:00 to 05:30	education.rwp@darulmadinah.net
	Applied Mathematics for Business & Social Sciences	5405	Mr. Muhammad Aatif	II	04:00 to 05:30	aatifarooqi@yahoo.com
	Principles of Management	5414	Ms. Mubashira Alvi	III	02:30 to 04:00	alvimobashira@gmail.com
	Islamic Banking	5421	Mr. Moazzam Ali	IV(B&F)	02:00 to 03:30	moazzam.ali@aiou.edu.pk
	Organizational Behaviour	5432	Mr. Tanvir Ahmad	IV(HRM)	02:00 to 03:30	tanvir_ahmed@aiou.edu.pk
	Cultural Heritage of Pakistan	5434	Mr. Muhammad Munir Ahmad	IV (TQM)	02:00 to 03:30	munir_ahmad@aiou.edu.pk

LATEST ANNOUNCEMENTS

Workshop Schedule, Associate Degree in Commerce (Spring-17)
18 Sep, 15:07 Admin User
Associate Degree in Commerce Online Classes
Schedule Spring 2017

Figure 3

Section

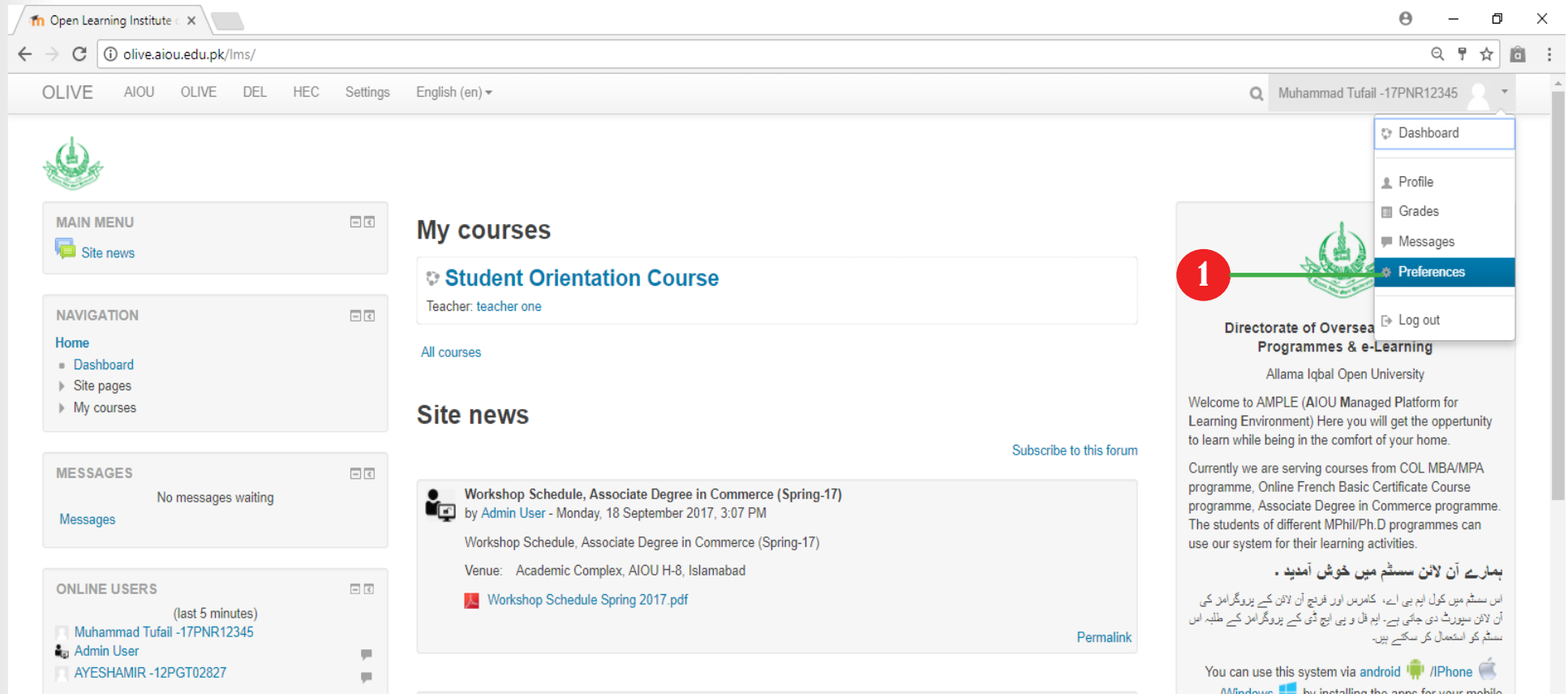
2

Updating your account preferences and profile

Account preference option provides a centralized page to update different setting of your LMS account. The most important options are “Change password” and “Edit profile”.

2.1 How to change your account preferences

In order to change your account preferences, click on your name at top right corner of your page and select “Preferences” option as shown in the Figure 4



The screenshot displays the OLIVE LMS interface. At the top right, the user's name 'Muhammad Tufail -17PNR12345' is visible. A dropdown menu is open, showing options: Dashboard, Profile, Grades, Messages, Preferences (highlighted with a red circle and the number 1), and Log out. The main content area includes 'My courses' (Student Orientation Course), 'Site news' (Workshop Schedule, Associate Degree in Commerce), and 'ONLINE USERS' (Muhammad Tufail, Admin User, AYESHAMIR).

Figure 4

(1) Click on “Preference” link to update account settings.

2.2 LMS account preferences

Figure 5 shows different settings that you can change on “Preferences” page. The most important options are “Change password” and “Edit profile”.

The screenshot shows the LMS Preferences page for user Muhammad Tufail -17PNR12345. The page is titled "Preferences" and includes a navigation menu with links for Home, Dashboard, and Preferences. The main content area is divided into three sections: "User account", "Badges", and "Navigation". The "User account" section contains a list of links: "Edit profile", "Change password", "Preferred language", "Forum preferences", "Editor preferences", and "Messaging". The "Badges" section contains links for "Manage badges", "Badge preferences", and "Backpack settings". The "Navigation" section contains links for "Home", "Dashboard", "Site pages", and "My courses". A red circle with the number "1" is placed over the "Change password" link, and a red circle with the number "2" is placed over the "Edit profile" link. At the bottom of the page, there is a login status message: "You are logged in as Muhammad Tufail -17PNR12345 (Log out) Home".

Figure 5

- (1) Click on “Change password” link to change your account’s password.
- (2) Click on “Edit profile” link to change profile settings.

2.3 How to change your password

On “Change password” page under “Preferences” you will be prompted to enter your current password and new password as shown in the Figure 6

Change password

Username 17pnr12345

The password must have at least 4 characters

Current password*

New password*

New password (again)*

Save changes Cancel

There are required fields in this form marked *.

You are logged in as [Muhammad Tufail -17PNR12345](#) (Log out)
[Home](#)

Figure 6

- (1) Type your current password.
- (2) Type your new password twice.
- (3) Click “Save changes” button to update your password.

2.4 How to edit your profile

Your account profile contains personal information like your first name, email and picture. You can update your account information by clicking “Edit profile” link under “Preferences” as shown in Figure 7. It is recommended that student update their email address with valid one.

The screenshot shows the 'Edit profile' page for user Muhammad Tufail -17PNR12345. The page is titled 'Muhammad Tufail -17PNR12345' and has a navigation menu on the left. The main content area is titled 'Muhammad Tufail -17PNR12345' and has a 'General' section. The 'General' section contains the following form fields:

- First name: Muhammad Tufail
- Surname: -17PNR12345
- Email address: 17pnr12345@gmail.com
- Email display: Hide my email address from everyone
- City/town: Islamabad
- Select a country: Pakistan
- Timezone: Asia/Karachi
- Description: (Rich text editor)

Red circles with numbers 1 through 5 are placed over the form fields, with green lines pointing to a legend box at the bottom of the page.

Figure 7

- (1) Type to change your email address.
- (2) Select option to allow other to see your email address.
- (3) You can change your city.
- (4) You can update your country.
- (5) You can provide brief description about yourself.

2.5 How to upload your picture

On “Edit profile” page you can upload your picture by drag & drop method as shown in Figure 8. In order to drag & drop a picture, open the folder containing your picture file and drag it by pressing and moving the mouse button towards the windows of LMS area and drop it

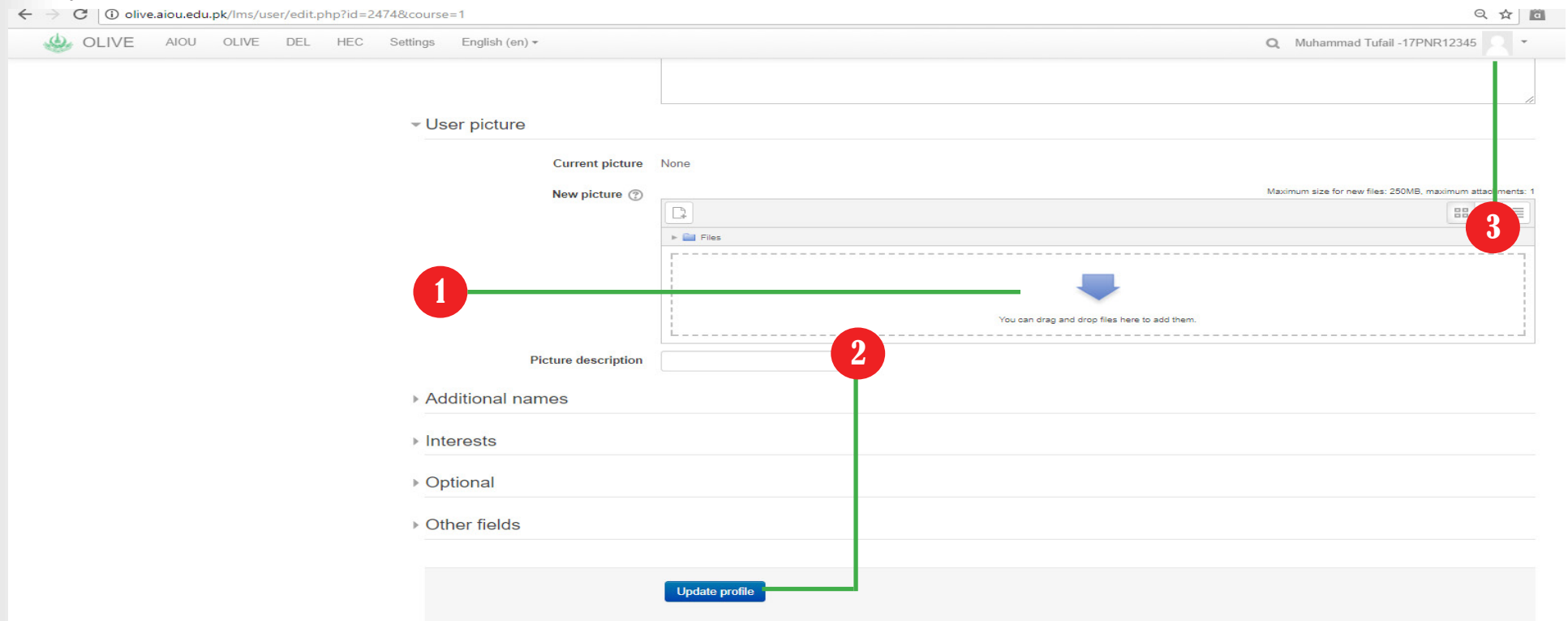


Figure 8

- (1) Drag & Drop your picture here.
- (2) Click “Update profile” button to reflect change in your profile.
- (3) Your picture will appear here along with your name.

Section

3

Log-out and password recovery process

After completing your work on LMS it is recommended that you should log-out from your current session. Furthermore, If you have forgotten your password, LMS provide a mechanism to reset password using your email address. This section describes the process to log-out and password recovery using email.

3.1 How to log-out from LMS

To log-out, click on your name in top right corner and select “Log out” as shown in Figure 9.

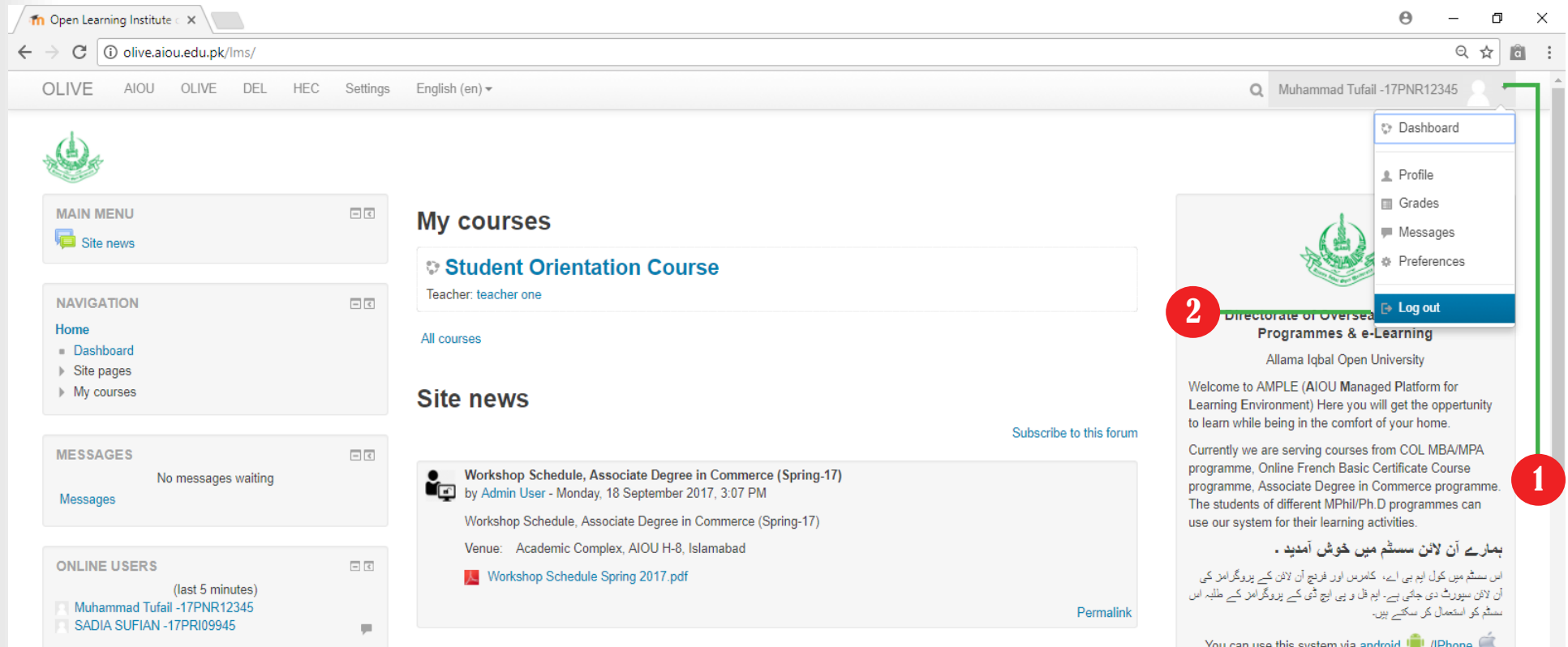


Figure 9

- (1) Click on your name to show drop-down menu.
- (2) Select “Log out” from drop-down menu.

3.2 How to reset your password

During the usage of LMS account, it might happen that you forgot your password, LMS provides a mechanism to reset the password via email address. Therefore, it is very important that during your registration process you should provide a valid email address. Follow the steps described in Figure 10 to 12 to reset your password.

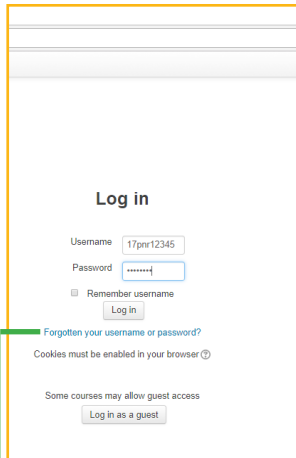


Figure 10

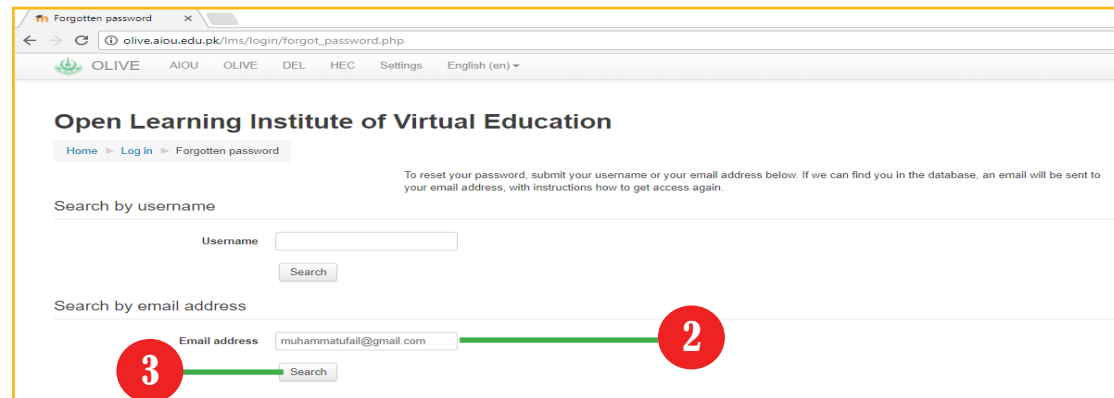


Figure 11

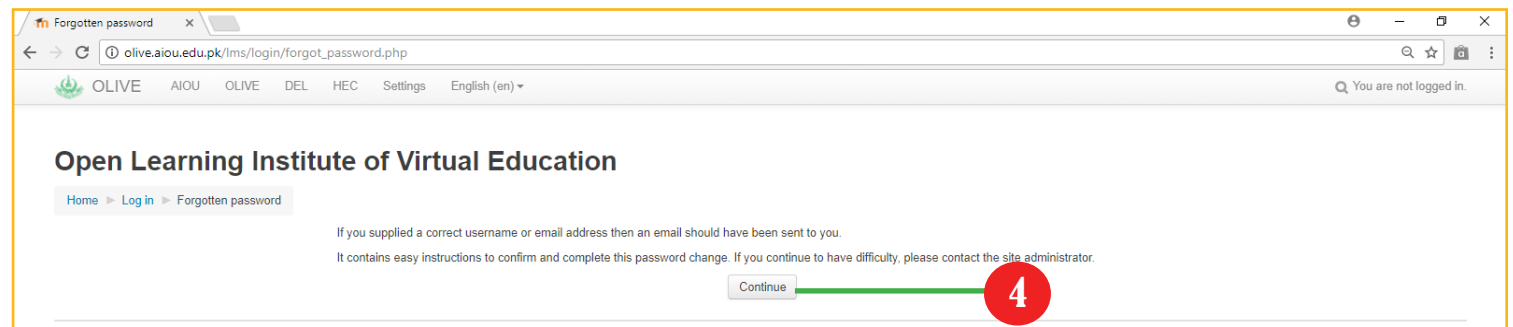


Figure 12

- (1) Click on "Forgotten your username or password" link on log-in page.
- (2) Provide your valid email address.
- (3) Click "Search" button.
- (4) Click "Continue" button.

NOTE: After that your reset link will be sent to your email, which you can follow to set new password.

Section

4

LMS blocks, Home page and course structure

When you log-in to LMS, the first page contains different items grouped in form of blocks. These blocks contain links depending upon the location/context of user. In simple terms these blocks provide suitable links to different options in LMS. The blocks provide you with different items for updating the home page or course settings.

4.1 Home page

“Home page” is the first page displayed when you log-in. The Figure 13 contains description of different blocks which are contained on “Home page”. The “My courses” section contains a list of courses you are enrolled in.

The screenshot shows the OLI home page with the following elements and callouts:

- 1**: Profile block in the top right corner.
- 2**: "My courses" section in the main content area.
- 3**: "MAIN MENU" block on the left sidebar.
- 4**: "NAVIGATION" block on the left sidebar.
- 5**: "MESSAGES" block on the left sidebar.

Callout Box Content:

- (1) Profile block let you to edit profile etc.
- (2) “My courses” block contains links to your enrolled courses.
- (3) “Main menu” block contains important announcements.
- (4) “Navigation” block contains links to “Dashboard” and “My courses”.
- (5) “Messages” block contain message in your inbox.

**Table: ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD
ASSOCIATE DEGREE IN COMMERCE ONLINE CLASSES SCHEDULE SPRING 2017
July 24, 2017 to October 8, 2017**

DAY	SUBJECT	Code	TUTOR	Semester	Time	E-mail
Monday	Basics of ICT	5403	Mr. Muhammad Usman Qureshi	I	04:00 to 05:30	education.rwpj@darulmadinah.net
	Applied Mathematics for Business & Social Sciences	5405	Mr. Muhammad Aatif	II	04:00 to 05:30	aatifarooqi@yahoo.com
	Principles of Management	5414	Ms. Mubahira Alvi	III	02:30 to 04:00	alvimobashira@gmail.com
	Islamic Banking	5421	Mr. Moazzam Ali	IV(B&F)	02:00 to 03:30	moazzam.ali@aiou.edu.pk
	Organizational Behaviour	5432	Mr. Tanvir Ahmad	IV(HRM)	02:00 to 03:30	tanvir_ahmed@aiou.edu.pk
	Cultural Heritage of Pakistan	5435	Mr. Muhammad Munir Ahmad	IV (IT&I)	02:00 to 03:30	munir_ahmad@aiou.edu.pk

Figure 13

4.2 How to enter into your course

Click on the course you want to enter as shown in Figure 14

The screenshot shows the OLIVE LMS interface. The top navigation bar includes 'OLIVE', 'AIUO', 'OLIVE', 'DEL', 'HEC', and 'English (en)'. The user is logged in as 'Muhammad Tufail -17PNR12345'. The main content area is titled 'My courses' and features a 'Student Orientation Course' link, which is highlighted with a red circle '2'. Below this, there are 'All courses' and 'Site news' sections. The 'Site news' section contains two news items: 'Workshop Schedule, Associate Degree in Commerce (Spring-17)' and 'Associate Degree in Commerce Online Classes Schedule Spring 2017'. The right sidebar contains information about the Directorate of Overseas Educational Programmes & e-Learning, including a welcome message and a list of latest announcements.

Workshop Schedule, Associate Degree in Commerce (Spring-17)
by Admin User - Monday, 18 September 2017, 3:07 PM
Workshop Schedule, Associate Degree in Commerce (Spring-17)
Venue: Academic Complex, AIOU H-8, Islamabad
[Workshop Schedule Spring 2017.pdf](#)
Permalink

Associate Degree in Commerce Online Classes Schedule Spring 2017
by Admin User - Monday, 18 September 2017, 3:06 PM

ALLAMA IQBAL OPEN UNIVERSITY, ISLAMABAD						
ASSOCIATE DEGREE IN COMMERCE ONLINE CLASSES SCHEDULE SPRING 2017						
July 24, 2017 to October 8, 2017						
DAY	SUBJECT	Code	TUTOR	Semester	Time	E-mail
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	Principles of Management	5414	Ms. Mubahira Ali	III	02:30 to 04:00	almubahira@gmail.com
	Islamic Banking	5421	Mr. Moazzam Ali	IV(B&F)	02:00 to 03:30	moazzam.ali@aiou.edu.pk
	Organizational Behaviour	5432	Mr. Tanvir Ahmad	IV(HRM)	02:00 to 03:30	tanvir_ahmed@aiou.edu.pk
	Cultural Heritage of Pakistan	5435	Mr. Muhammad Munir Ahmad	IV (IT&I)	10:00 to 11:30	munir_ahmed@aiou.edu.pk

Figure 14

- (1) In “My courses” block choose your desired course.
- (2) Click on your desired course.

4.3 Course structure

Once you are inside your desired course, you will see different blocks as shown in Figure 15. Here you will find two type of modules i.e. activities and resources. Activities are performed to achieve a complete online tasks and resources are the study materials for a course.

The screenshot shows the OLIVE LMS interface for a 'Student Orientation Course'. The page is titled 'Student Orientation Course' and includes a navigation menu on the left, a main content area, and a right sidebar. Red circles with numbers 1 through 9 are placed over various elements, with green lines connecting them to a list of descriptions in a blue box at the bottom right.

- 1: Announcements
- 2: Contents
- 3: Link to Upload Assignment # 1
- 4: Discussion Forum
- 5: Online Chat Session
- 6: Your progress
- 7: Participants
- 8: Grades
- 9: Latest Announcements

Figure 15

- (1) "Announcement" activity has important information posted by your teacher.
- (2) "File" resources are your course content (in format like MS Word, Power Point, PDF etc).
- (3) "Assignment" activity is used to upload solved assignments.
- (4) "Discussion Forum" activity is used to participate on topics.
- (5) "Online Chat session" activity is used to have on-line chat with teacher.
- (6) "Your progress" monitor is used to indicate completion of various resources and activities.
- (7) "Participant" link contains list of participants in a course.
- (8) "Grades" contains your grades for various enrolled activities.
- (9) "Latest announcements" block contains announcements about your course.

Section

5

Downloading resources

Inside your course you will find two different type of modules. First type of module is called resources, it is simply the learning content which you can download to study. Resources can be of different types of format like MS Word, Power Point, PDF, Audio, Video or images. Second type of modules is called activities. You as a student have to perform these activities to complete a task. The main activity type are Announcement, Assignment, Discussion Forum and Chat sessions.

5.1 How to download file resources

Inside course simply click on the file resource you want to download as shown in Figure 16. This method can be used to download any type of file resources.

The screenshot displays the LMS interface for the 'Student Orientation Course'. The browser address bar shows 'olive.aiou.edu.pk/lms/course/view.php?id=2526'. The course title 'Student Orientation Course' is prominently displayed at the top left, with a red circle containing the number '1' and a green arrow pointing to the 'Announcements' link in the main content area. The interface includes a navigation menu on the left with options like 'Home', 'Dashboard', 'Site pages', and 'Current course'. The main content area lists file resources for 'Unit 1', 'Unit 2', and 'Unit 3', each with a download icon. The right sidebar contains sections for 'SEARCH FORUMS', 'LATEST ANNOUNCEMENTS', 'UPCOMING EVENTS', and 'RECENT ACTIVITY'.

Figure 16

(1) Click on any of the file resource to download it to your PC.

5.2 How to check announcements

In order to check announcements you can click on the “Announcements” module and see all the announcements made by your teacher. Alternatively, you can see the announcements in “Latest announcements” block as shown in Figure 17.

The screenshot displays the LMS interface for the 'Student Orientation Course'. The browser address bar shows 'olive.aiou.edu.pk/lms/course/view.php?id=2526'. The course title 'Student Orientation Course' is at the top. A navigation menu on the left includes 'Home', 'Dashboard', 'Site pages', 'Current course', and 'Student Orientation Course' with sub-items like 'Participants', 'Badges', 'General', and 'Unit 1' through 'Unit 10'. Below the navigation menu are 'ADMINISTRATION' options: 'Course administration', 'Grades', and 'Competencies'. The main content area shows a list of modules: 'Announcements', 'Contents', and 'Link to Upload Assignment # 1'. A red circle with the number '1' points to the 'Announcements' module. Below this is a section for 'Unit 1' containing 'Unit 1', 'Discussion Forum', and 'Online Chat Session'. Below that is 'Unit 2' with 'Unit 2' and 'Unit 3' with 'Unit 3'. To the right, there are several widgets: 'Your progress' with checkboxes, 'SEARCH FORUMS' with a search box and 'Go' button, 'LATEST ANNOUNCEMENTS' with a list of recent posts (e.g., 'synopsis orientationworkshop', 'Synopsis orientation workshop', 'Last date of Assignment submission'), 'UPCOMING EVENTS' with 'There are no upcoming events', and 'RECENT ACTIVITY' with 'Activity since Tuesday, 7 November 2017, 10:05 AM' and 'Full report of recent activity...'. A red circle with the number '2' points to the 'LATEST ANNOUNCEMENTS' widget.

Figure 17

- (1) Click on “Announcements” module to see all announcements.
- (2) Find latest announcements in “Latest announcements” block.

Section

6

Uploading solved assignments through assignment activity of LMS

Assignments are one of a core component in AIOU ODL system. Assignment contains question about the different learning objective covered in a course. You can download assignment questions for your course through the following address:

<http://www.aiou.edu.pk/assg.asp>

After downloading questions for assignments, you are supposed to prepare a solution in a file format as instructed by your teacher like MS Word, PDF etc. Once you have prepared solution for your assignment question you will upload it in your account through assignment activity link.

6.1 How to upload assignment (Step 1)

In order to upload assignment, you can click on the “link module of assignment” as shown in Figure 18.

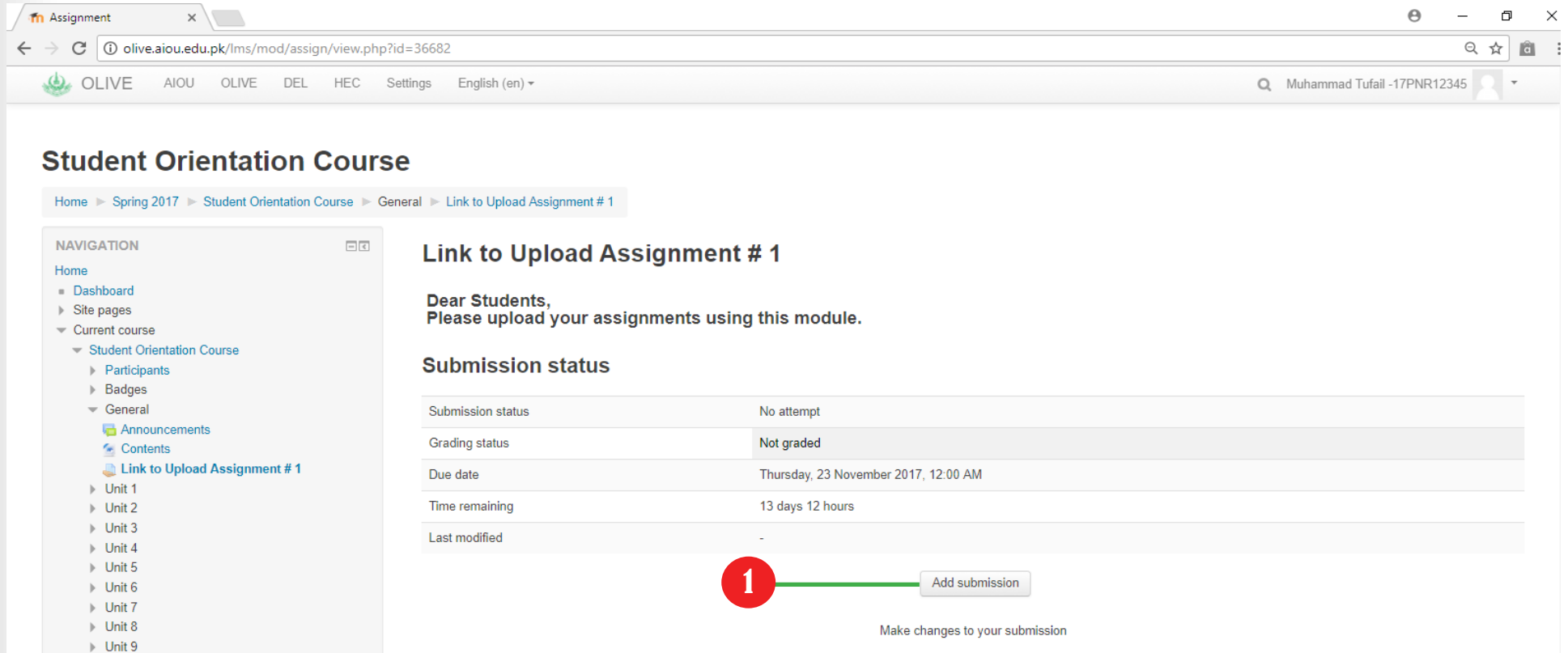
The screenshot shows the LMS interface for the 'Student Orientation Course'. The main content area displays a list of modules: 'Announcements', 'Contents', and 'Link to Upload Assignment # 1'. A red circle with the number '1' is placed over the 'Link to Upload Assignment # 1' link, with a green line pointing to it. Below this, there are sections for 'Unit 1', 'Unit 2', and 'Unit 3', each containing a 'Unit' link. On the right side, there are several widgets: 'Your progress', 'SEARCH FORUMS', 'LATEST ANNOUNCEMENTS', 'UPCOMING EVENTS', and 'RECENT ACTIVITY'.

Figure 18

(1) Click on “Assignment” link.

6.2 How to upload assignment (Step 2)

On the next page, click on “Add submission” button as shown in Figure 19.



The screenshot shows a web browser window with the URL olive.aiou.edu.pk/lms/mod/assign/view.php?id=36682. The page title is "Student Orientation Course" and the breadcrumb trail is "Home > Spring 2017 > Student Orientation Course > General > Link to Upload Assignment # 1". The left navigation menu includes "Home", "Dashboard", "Site pages", "Current course", "Student Orientation Course", "Participants", "Badges", "General", "Announcements", "Contents", "Link to Upload Assignment # 1", and "Unit 1" through "Unit 9". The main content area is titled "Link to Upload Assignment # 1" and contains the text "Dear Students, Please upload your assignments using this module." Below this is a "Submission status" table:

Submission status	No attempt
Grading status	Not graded
Due date	Thursday, 23 November 2017, 12:00 AM
Time remaining	13 days 12 hours
Last modified	-

Below the table is a red circle with the number "1" and a green line pointing to an "Add submission" button. Below the button is the text "Make changes to your submission".

Figure 19

(1) Click on “Add submission” button to find and upload your assignment.

6.3 How to upload assignment (Step 3)

On this page find and select the file using drag & drop method and click “Save changes” button as shown in Figure 20.

The screenshot displays the OLIVE LMS interface for the 'Student Orientation Course'. The main heading is 'Link to Upload Assignment # 1'. Below the heading, there is a message: 'Dear Students, Please upload your assignments using this module.' The 'File submissions' section shows a 'Drop files here to upload' area with a dashed blue border and a 'Move' button. A red circle labeled '1' highlights a document icon labeled 'Assignment No.1' in the background. A red arrow labeled '2' points from this icon to the 'Drop files here to upload' area. Below the submission area, a red circle labeled '3' highlights the 'Save changes' button. On the right side, the 'Your progress' column shows a list of items: 'Announcements', 'Contents', and 'Link to Upload Assignment # 1'. The 'Link to Upload Assignment # 1' item has a checked checkbox, highlighted by a red circle labeled '4'.

Figure 20

- (1) Locate assignment file in your PC.
- (2) Drag & Drop the file in “File submission” area.
- (3) Click “Save changes” button to upload the assignment.
- (4) After successful submission your assignment will have a ticked check-box in front of assignment link under “Your progress” column.

Section

7

Participating in discussions using Discussion Forums

Discussion Forum activity is a good way to discuss topics related to a topic. Your teacher can use discussion forums to have your views on various topics.

7.1 How to participate in discussion forum (Step 1)

Click on the “Discussion Forum” link as shown in Figure 21.

The screenshot shows a web browser window with the URL olive.aiou.edu.pk/lms/course/view.php?id=2526. The page title is "Student Orientation Course". The navigation menu on the left includes "Home", "Dashboard", "Site pages", "Current course", and "Student Orientation Course". Under "Student Orientation Course", there are links for "Participants", "Badges", "General", "Unit 1", "Unit 2", "Unit 3", "Unit 4", "Unit 5", "Unit 6", "Unit 7", and "Unit 8". The main content area shows "Unit 1" with a list of activities: "Unit 1", "Discussion Forum", and "Online Chat Session". The "Discussion Forum" link is highlighted with a red circle and the number 1. The "Online Chat Session" link has a note: "(Online chat session will be available 10:00 AM to 12:00 PM)". The right sidebar contains "Your progress", "SEARCH FORUMS", "LATEST ANNOUNCEMENTS", and "UPCOMING EVENTS".

Figure 21

(1) To Participate in a discussion click on “Discussion Forum” activity.

7.2 How to participate in discussion forum (Step 2)

On this screen click on the discussion topic you want to participate in as shown in Figure 22.

The screenshot shows a web browser window with the URL olive.aiou.edu.pk/lms/mod/forum/view.php?id=36271. The page title is "Student Orientation Course". The breadcrumb trail is "Home > Spring 2017 > Student Orientation Course > Unit 1 > Discussion Forum". A search bar is visible on the right. On the left, there is a navigation menu with "Discussion Forum" selected. The main content area is titled "Discussion Forum" and contains a button "Add a new discussion topic". Below this is a table of discussions:

Discussion	Started by	Replies	Last post
Concept of Learning Management System	teacher one	0	teacher one Fri, 10 Nov 2017, 9:00 AM

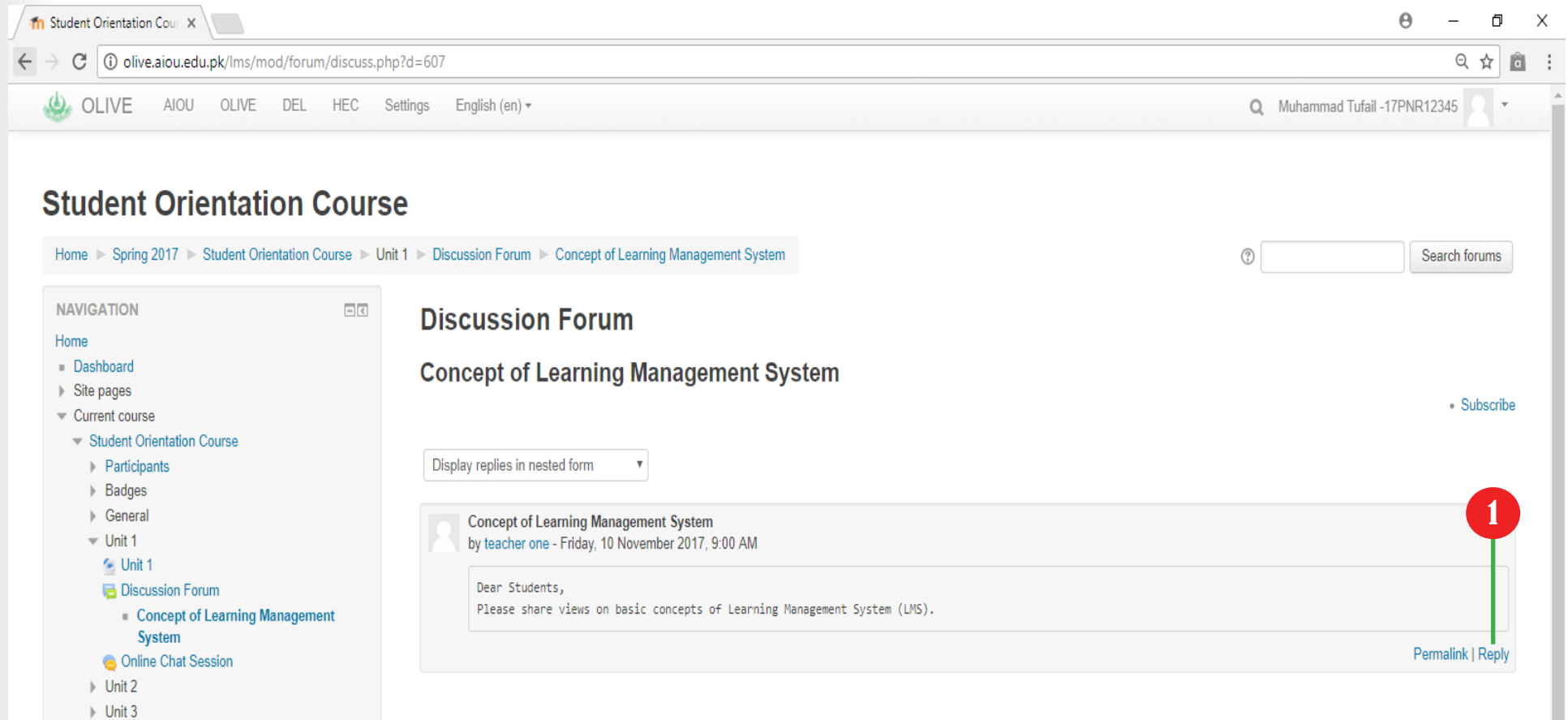
A red circle with the number "1" and a green arrow points to the link "Concept of Learning Management System" in the discussion list.

Figure 22

(1) Click on your desired discussion to participate into discussion.

7.3 How to participate in discussion forum (Step 3)

After reading the content of a discussion you can also reply back by clicking reply link as shown in Figure 23.



The screenshot shows a web browser window displaying a discussion forum page. The browser's address bar shows the URL `olive.aiou.edu.pk/lms/mod/forum/discuss.php?d=607`. The page header includes the OLIVE logo and navigation links for AIOU, OLIVE, DEL, HEC, Settings, and English (en). The user's name, Muhammad Tufail -17PNR12345, is visible in the top right corner. The main content area is titled "Student Orientation Course" and "Discussion Forum". A breadcrumb trail indicates the current location: Home > Spring 2017 > Student Orientation Course > Unit 1 > Discussion Forum > Concept of Learning Management System. A search bar is present on the right. On the left, a navigation menu lists various site pages and course units. The main discussion post is titled "Concept of Learning Management System" and was posted by "teacher one" on Friday, 10 November 2017, at 9:00 AM. The post content reads: "Dear Students, Please share views on basic concepts of Learning Management System (LMS)." At the bottom right of the post, there are links for "Permalink" and "Reply". A red circle with the number "1" is placed over the "Reply" link to highlight it.

Figure 23

(1) If you want to reply to a topic click on “Reply” link.

7.4 How to participate in discussion forum (Step 4)

Write your response/answer about the topic and click “Post to forum” button as shown in Figure 24.

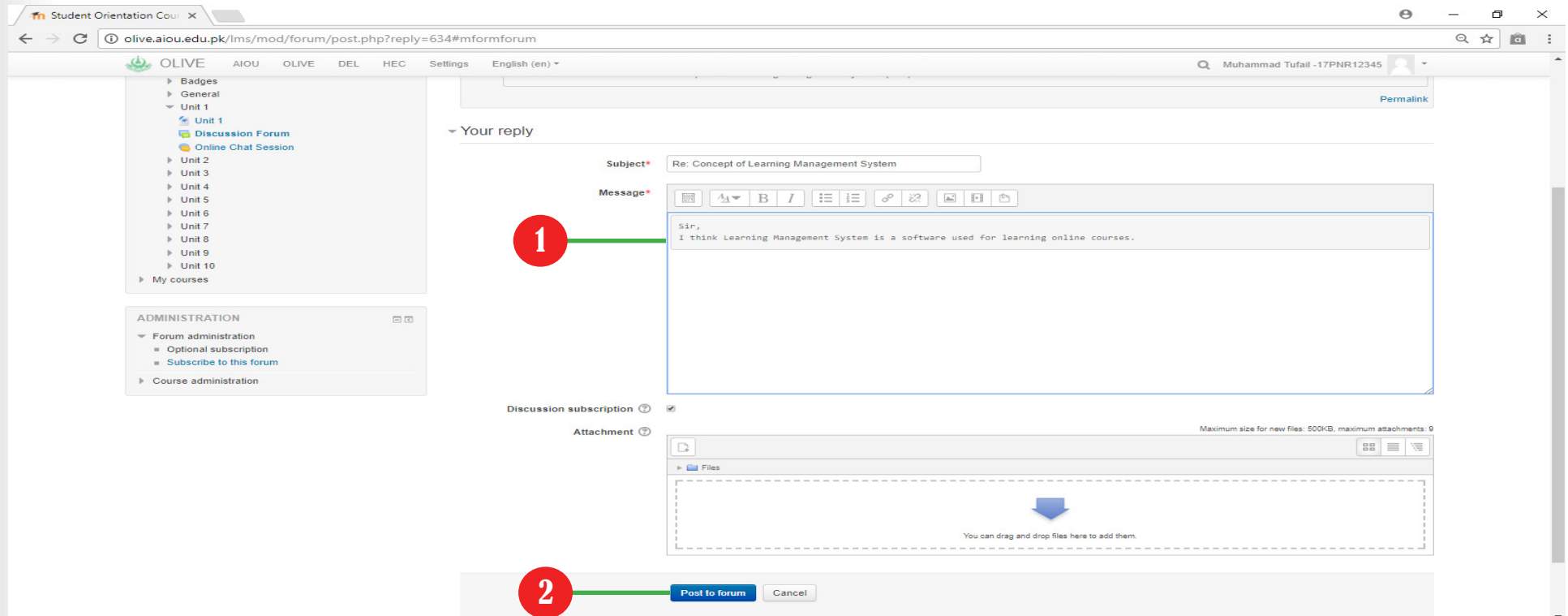


Figure 24

- (1) Write your response/question for the topic.
- (2) Click “Post to forum” to post your response/question.

Dear Students,

This manual is designed to be self-explanatory, however if you still have some queries about usage of LMS, please email us at the following address:

support.elearning@aiou.edu.pk

Please specify your name, registration number and programme so that we can help you in a better way.



Directorate of Overseas Educational Programmes & e-Learning
Allama Iqbal Open University, Islamabad

Reference:

- www.moodle.org

Contributions

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