TAMBAHAN MANUAL BOOK VILEP POLTEKKES SURAKARATA UNTUK DOSEN

TAMBAHAN MANUAL BOOK VILEP POLTEKKES SURAKARATA UNTUK DOSEN

1. MEMBUAT COHORT

Langkah-langkah membuat cohort adalah sebagai berikut.

a. Pada menu Administration sebelah kiri, pilih Users \rightarrow Account, dan kemudian klik Cohorts akan menampilkan gambar sebagai berikut



b. Klik Add new cohort untuk membuat cohort baru

| | Home: Administration: Users: Acc 🗙 | | | | | | × |
|-------------|------------------------------------|------------------------------------|------------------------|----------------|---------------------|------------|---|
| ~ | → C ① Tidak aman vilep-p | ousdik.kemkes.go.id/poltekkessural | karta/cohort/index.php | | | ☆ 📀 | : |
| | Learning Management | System 🏾 🍽 English (en) 🕨 | 🖶 My courses 🕨 | | o 🗹 🕨 | admin 🕨 | |
| | System: available coh | orts (50) | | | | | |
| inistration | System cohorts All cohort | s Add new cohort Upload o | ohorts | | | | |
| Adm | Search cohort | Add new cohort | | | | | |
| | Page: 1 2 (Next) | Coulon | | | | | |
| | Name | Cohort ID | Description | Cohort size | Source | Edit | |
| | alll | medan | | 0 | Created manually | • × • £ | |
| | Angkatan 2016 | | | o | Created manually | ● X ☆ £ | |
| Ð | belajar lagi | | | o | Created manually | • × • 8 | |

c. Selanjutnya akan muncul halaman editing cohort. Isikan nama cohort misalnya D3 Keperawatan Keluarga 2019/2020, kemudian pilih context sesuai dengan jurusan dan program studi sesuai dengan cohort yang dibuat misalnya Keperawatan/Prodi D-III. Lalu klik Save Changes

| | Add new cohort × + | |
|----------|---|-------------------|
| ← | → C A Tidak aman vilep-pusdik.kemkes.go.id/poltekkessurakarta/cohort/edit.php?contextid=1 | • 🕁 😒 : |
| | Learning Management System 🌾 English (en) 🕨 🚔 My courses 🕨 | 🕑 o 🖂 🕨 🤷 admin 🕨 |
| | Add new cohort | ADD A BLOCK |
| stration | System cohorts All cohorts Add new cohort Upload cohorts | Add |
| Admini | Name* | · |
| | D3 Keperawatan Keluarga 2019/2020 | |
| | Context | |
| | Keperawatan / Prodi D-III | |
| | Cohort ID | |
| | | |
| ٥ | Visible ⑦ 🖉 | |

d. Berikut tampilan dari cohort yang telah berhasil dibuat. Untuk menambahkan peserta ke dalam cohort caranya yaitu klik icon (Assigns)

| 🥘 🥹 | Cohorts × + | | - | | - | _ | | | x |
|------------|--------------------------------------|-----------------|------------------|----------------|---------------------|---------------|----------|---------|---|
| ← · | → C () Tidak aman vilep-p | usdik.kemkes.go | o.id/poltekkessu | rakarta/coho | rt/index.php?cc | ontextid=2981 | | \$ | : |
| | Learning Management S | System 🕨 | English (en) 🕨 | 🚔 My | courses 🕨 | | ◎ | admin 🕨 | |
| | | | | | | | Courses | | |
| listration | Category: Prodi D-III: | available c | ohorts (2) | | | | ADD A BI | LOCK | |
| Admin | Cohorts Add new cohort | Upload cohor | rts | | | | Add | • | |
| | Search cohort | Search | | | | | L | | j |
| | Name | Cohort ID | Description | Cohort size | Source | Edit | | | |
| | D3 Keperawatan Keluarga 2019/2020 | | | 0 | Created manually | @ X # | | | |
| Ð | perawat | | | 0 | Created manually | Assign | | | |
| | | | | | | | | | |

e. Pada halaman editing assigns ini, Anda dapat menambah peserta dengan cara ketikan nama peserta pada kolom Potential users yang akan dimasukkan ke dalam cohort pada bagian Search misal siswa, setelah itu klik tombol Add akan menampilkan gambar sebagai berikut.

| | Assign cohort members × + | | | | |
|-----------------|---|--|--|---------------|--|
| ← | → C A Tidak aman vilep-pusdik | | rakarta/cohort/assign.php?id=79 | | ☆ 😒 : |
| | Learning Management Syst | em 🏾 🏴 English (en) 🕨 | 🖶 My courses 🕨 | © o ⊠ • | admin > |
| | Current users | | Potential users | | |
| Administration | None | ▲ Add Remove ▶ | Potential matching users (3) siswa1 bejo (siswa1@lokal.com) siswa2 bejo (siswa2@lokal.com) Arif Siswanto, SST. TW., MPH (arif | | |
| D | Search | | Search siswa Clear | | ~ |
| | | | | | |
| | Assign cohort members × + | | | | |
| € ⊛ € | Assign cohort members × + | kemkes.go.id /poltekkessu | rakarta/cohort/assign.php?id=79 | | □_× |
| € € | Assign cohort members × + → C A Tidak aman vilep-pusdik Learning Management Syst | «.kemkes.go.id/poltekkessu .em ⊨ English (en) ► | rakarta/cohort/assign.php?id=79 | © ₀⊵≯ | □ _×_ ☆ ⊗ : 2 admin • |
| ∫ ⊛ ← | Assign cohort members × + → C ▲ Tidak aman vilep-pusdik Learning Management Syst Current users | c.kemkes.go.id/poltekkessui em ⊨ English (en)) | rakarta/cohort/assign.php?id=79 🚔 My courses 🕨 Potential users | 0 o⊠) | r ⊂ ⊂ × – × – × – × – × – × – × • × • × • × • |
| Administration | Assign cohort members × + C A Tidak aman vilep-pusdik Learning Management Syst Current users None | c.kemkes.go.id/poltekkessur em P English (en) > Add Add Remove > | rakarta/cohort/assign.php?id=79 My courses > Potential users Potential matching users (3) siswar bejo (siswar@lokal.com) siswa2 bejo (siswar@lokal.com) Arif Siswanto, SST. TW., MPH (arif | 0 ∘⊠ • | A Construction of the second s |
| Administration | Assign cohort members x C A Tidak aman vilep-pusdik Learning Management Syst Current users None Search | c.kemkes.go.id/poltekkessu em ⊨ English (en) > Add Add Remove > | rakarta/cohort/assign.php?id=79 C My courses Potential users Potential matching users (3) siswa1 bejo (siswa1@lokal.com) siswa2 bejo (siswa2@lokal.com) Arif Siswanto, SST. TW., MPH (arif Search | ◎ • ⊠ • | Image: Constraint of the second |

f. Setelah selesai menambahkan peserta mana saja yang masuk ke dalam cohort klik tombol Back to cohort.

| @ | Assign cohort members × + | a series and the | 1000 | <u> </u> | | | | x |
|-----------|---|------------------|--------------------------|----------|---|-------|---------|---|
| ← | $ ightarrow$ C (1) Tidak aman \mid vilep-pusdik.kemkes.go | .id/poltekkessu | rakarta/cohort/assign.pl | np?id=79 | | | \$ | : |
| | Learning Management System 🔎 | English (en) ▶ | 🚔 My courses 🕨 | | Θ | • 🗹 🕨 | admin 🕨 | |
| | | | | | | | | |
| ion | | | | | | | | |
| ministrat | | | | | | | | |
| ΡΥ | | | | | | | | |
| | Search | | Search | | | | | |
| | Clear | | siswa | Clear | | | | |
| | Search options 💌 | | | | | | | |
| | Keep selected users, even if they no longer match the search | | | | | | | |
| | If only one user matches the search, select them automatically | | | | | | | |
| | Match the search text anywhere in the displayed fields | | | | | | _ | _ |
| Ð | Back to cohorts | | | | | | ~ | |

2. UPLOAD COHORT

a. Klik Upload cohorts sehingga menampilkan gambar sebagai berikut.

| | vilep-pusdik.kemkes.go.id/poltek × + | - | |
|---------|--|----------------|---------|
| ← | → C () Tidak aman vilep-pusdik.kemkes.go.id/poltekkessurakarta/cohort/upload.php?contextid=1 | | • 🕁 😒 : |
| | Learning Management System 🌾 English (en) 🕨 🚔 My courses 🕨 | ③ o ☑ ▶ | admin 🕨 |
| | Upload cohorts 🕐 | ADD A BL | оск |
| tration | System cohorts All cohorts Add new cohort Upload cohorts | Add | • |
| Adminis | ▼ Upload a file | i | |
| | File | | |
| | Choose a file | | |
| | | | |
| | You can drag a Preview Cancel | | _ |
| D | CSV delimiter ③ | | ~ |

b. Sebelumnya buatlah file dengan format .csv pada excel seperti gambar berikut.

| ۷ | vilep-pusdik.kemke | sgo.id/poltek × + | | x |
|------------|--------------------|--|---------|---|
| ← | → C () 1 | ïdak aman vilep-pusdik.kemkes.go.id/poltekkessurakarta/cohort/upload.php?contextid=1 | • 🕁 😒 | : |
| | Learning | Management System ⊨ English (en) 🕨 🚔 My courses 🕨 💿 o 🖂 🕨 | admin 🕨 | |
| | Upload | Image: Constant Constant Constant Image: Constant Cons | | |
| listration | System co | All * File * Edit * View * Insert * Format * Tools * Data * Window * Help * D 😂 🚽 🖳 Δ * 😥 🛱 Δ ⊕ * ♥ 🛄 δ 🖕 ♥ ♥ Δ * Φ • ♥ 2 * ♥ * ♥ * ⊗ Σ * β * Δ + Δ * Ξ * τ 👔 | | |
| Admir | ▼ Uploa | Calibri v 11 v B I U v 手 吾 吾 亭 · 於 v 函 v 部 General v 卿 · % , 28 梁 A A 译 譚 日 Toolbars | | |
| | File | A1 v Ix name, description | × | |
| | Choose a f | A B C D E F G H I J K | | |
| | | cohort pertama,cohort pertama coba gitu cohort kedua, cohort kedua masih mencoba | | |
| | | 4 cohort ketiga coba terooos 5 | | |
| | | Image: Condition of the second sec | Ð | |
| Þ | CSV delim | ner (7 | | |

c. Klik Choose a file dan pilihlah file dengan format .csv yang telah dibuat sebelumnya. Lalu klik Preview

| | vilep-pusdik.kemkes.go.id/poltek × + | |
|---------|---|-------------------|
| ← | → C ③ Tidak aman vilep-pusdik.kemkes.go.id/poltekkessurakarta/cohort/upload.php?contextid=1 | or 🕁 😒 : |
| | Learning Management System 🌾 English (en) 🕨 🚔 My courses 🕨 | 🛛 o 🖂 🕨 🎴 admin 🕨 |
| | Upload cohorts 🕐 | ADD A BLOCK |
| tration | System cohorts All cohorts Add new cohort Upload cohorts | Add |
| Adminis | • Upload a file | |
| | File | |
| | Choose a file Maximum size for new files: 10MB | |
| | cohort.csv Preview Cancel | |
| Þ | CSV delimiter ⑦ | ~ |

d. Pada halaman preview akan menampilkan tampilan preview dari isi file cohort yang telah diupload, lalu klik Upload cohorts.

| | vilep-pusdik.kemkes.go.id/poltek 🗙 | + | | |
|--------------|--|--|---------------------|---------------------------------------|
| ← | ightarrow C (i) Tidak aman vile | ep-pusdik.kemkes.go.id/poltekkessurakart | a/cohort/upload.php | œ ☆ 😒 : |
| | Learning Manageme | nt System 🏾 🍽 English (en) 🕨 🛛 | 🖹 My courses 🕨 | 🛛 o 🖂 🕨 🤷 admin 🕨 |
| ministration | Upload cohorts ⑦ System cohorts All col | norts Add new cohort Upload coho | orts | ADD A BLOCK |
| Ac | name | description | Context Status | · · · · · · · · · · · · · · · · · · · |
| | 1 cohort pertama | cohort pertama coba gitu | System | |
| | 2 cohort kedua | cohort kedua masih mencoba | System | |
| | 3 cohort ketiga | cohort ketiga coba terooos | System | |
| D | ▼ Upload a file File | Upload cohorts | Preview Cancel | |

e. Setelah itu akan muncul notifikasi jika cohort telah berhasil diupload, kemudian klik Continue.

| @ | vile | ep-pusdik.kemkes.go.id/poltek × + | | |
|----------------|---------------|---|---|-------|
| ← | \rightarrow | C 🛈 Tidak aman vilep-pusdik.kemkes.go.id/poltekkessurakarta/cohort/upload.php | \$ | S : |
| | | Learning Management System 🌾 English (en) 🕨 🚔 My courses 🕨 | 🕑 o 🖂 🕨 🤷 admin | • • |
| Administration | | | NAVIGATION NAVIGATION Total Site home Site pages Courses | < |
| | | Upload cohorts ⑦ System cohorts All cohorts Add new cohort Upload cohorts | ADD A BLOCK | |
| | | Uploaded 3 cohorts | | |
| Ð | | Continue | | |

f. Berikut tampilan dari cohort yang telah berhasil diupload.

| 🧶 H | Home: Administration: Use | rs: Acc × + | | | | |
|------------|-----------------------------|--------------------|------------------------------|-------------------------------|-----------------------|-------------|
| ← | \rightarrow C (i) Tidak a | man vilep-pusdik | .kemkes.go.id/poltekkessurak | arta/cohort/index.php?search= | coba&contextid=1&show | all=0 🖈 😒 : |
| | Learning Man | agement Syste | em 🌾 English (en) 🕨 | 🚔 My courses 🕨 | • | > 🚨 admin > |
| 6 | System: avai | lable cohorts | (3/53) | | | |
| listration | System cohorts | All cohorts | Add new cohort Upload co | ohorts | | |
| Admir | Search cohort | | Search | | | |
| | Name | Cohort ID | Description | Cohort size | Source | Fdit |
| | cohort kedua | conorrib | cohort kedua masih men | coha o | Created manually | e X & P |
| | cohort ketiga | | cohort ketiga coba terooo | is o | Created manually | 0 X & B |
| | cohort pertama | | cohort pertama coba gitu | o | Created manually | @×¢ 2 |

3. ENROLL USER DENGAN SELF ENROLLMENT

Langkah-langkah untuk membuat kursus dengan self enrollment adalah

a. Pada bagian administration sebelah kiri, pilih Users, klik Enrolment methods seperti gambar berikut



b. Pada bagian self enrolment (Students), klik icon ⁽²⁾ (enable) untuk mengaktifkan self enrolment

| | Enrolment methods | × 🕂 | | | |
|---------|-------------------------------------|------------------------------|-------------|---------------|----------|
| ← | ightarrow $ m C$ $ m (i)$ Tidak ama | an vilep-pusdik.kemkes.go. | id/poltekk | essurakarta/e | nrol/ins |
| | Learning Manag | gement System | | | |
| | 🏴 English (en) 🕨 | 🖶 My courses 🕨 📕 |) This cour | rse 🕨 | |
| ation | Keperaw | atan Keluarg | ga | | |
| Navig | | | | | |
| _ | Enrolment me | thods | | | |
| tration | | Name | Users | Up/Down | Edit |
| Adminis | | Manual enrolments | 5 | ¥ | 2. |
| | | Self enrolment (Student) | o | ↑ ↓ | 0 |
| | | | | | ¢ Ena |
| | | Guest access | 0 | 1 | 8 |
| | | Add method | | | |
| D | | Choose T | | | |

c. Setelah itu pada icon 🍄 untuk mengedit pengaturan self enrolment (students)

| @ | Enn | olment m | ethods | × + | | - | | | | | x |
|------------|---------------|----------|---------------------|-----------------------------|-------------|----------------|-------------|-------------------|---|---------------|---|
| ← | \rightarrow | G | Tidak amar | n vilep-pusdik.kemkes.go | o.id/poltek | kessurakarta/e | nrol/inst | tances.php?id=325 | | ☆ 0 | • |
| | | Learn | ing Manag | ement System | | | | | ٩ | 🞴 Athanasia 🕨 | |
| | | 🏴 En | ıglish (en) ▶ | 🚔 My courses 🕨 🛔 | 🕽 This cou | rse 🕨 | | | | | |
| Navigation | | Enro | olment met | hods | | | | | | | |
| | | | | Name | Users | Up/Down | Edit | | | | |
| tration | | | | Manual enrolments | 5 | * | 2. | | | | |
| Adminis | | | | Self enrolment (Student) | 0 | ↑ ↓ | 0 © ¢ | | | | |
| | | | | Guest access | o | ^ | C Edi | it | | | |
| | | | | Add method | | | | | | | |
| D | | | | Choose • | | | | | | | ^ |

g. Pada halaman editing self enrolment (students) bagian Enrolment key buatlah kunci atau password untuk mahasiswa saat ingin mendaftar kursus dan centang kolom Unmask untuk melihat kunci/password, misal kepkel. Lalu klik Save Changes.

| @ | Self enrolment × + | Contraction of the local division of the loc | - | | x |
|--------------|---|--|------|-------------|------------|
| ← | → C ▲ Tidak aman vilep-pusdik.kem | kes.go.id/poltekkessurakarta/enrol/self/edit.php?courseid=325&id= | =973 | 0- ☆ | S : |
| | Learning Management System | | ٩ | Athanasia I | |
| | 🏴 English (en) 🕨 🚔 My courses 🕨 | This course • | | | |
| Navigation | Allow existing enrolments ⑦ Yes v | | | | |
| ministration | Allow new enrolments ⑦ Yes v | | | | |
| Ad | Enrolment key ⑦ | 🕑 Unmask | | | |
| Ð | Use group enrolment keys ⑦ No • Default assigned role | Save changes Cancel | | | ^ |

h. Berikut tampilan kursus dari akun mahasiswa jika mahasiswa ingin mendaftar pada kursus tersebut.

| • Course: Keperawatan Keluarga 🗙 🕂 | | | | | | x |
|---|------------------------|------------------------|---------------------|---|----------------|---|
| \leftrightarrow \rightarrow X a i | p-pusdik.kemkes.go.id/ | poltekkessurakarta/cou | rse/view.php?id=325 | … ⊠ ☆ | III\ 🗊 | ≡ |
| Learning Management System | 🏴 English (en) 🕨 | ➡ My courses ▶ | 🗐 This course 🕨 | ● ⊠ | acoba 🕨 | * |
| Keperawatan Kelu | arga | | | ANAVIGATION | - 3 | |
| Enrolment options | | | | Site home Site pages Current course | | н |
| 🕅 Keperawatan Keluarga 🞓 Teacher: Athanasia Budi Astuti | | | ». [° | Keperawatar Courses | ı Keluarga | |
| • Self enrolment (Student) | | | | | - < | |
| Fundmenther | | | | ADMINISTRA | TION | |
| kepkel 🛛 🖉 Un | nask | | | Course administ Enrol me in course | ration this | |
| | Enrol me | | | | | |

4. MEMBUAT TOPIK BARU

Langkah-langkah untuk membuat topik baru adalah

a. Pilih salah satu topic pada satu mata kuliah. Pada bagian akhir topik, terdapat icon
 Tanda + digunakan untuk menambah topik pada kursus dan tanda – digunakan untuk mengurangi topik pada kursus.

| ← | → C ③ Tidak aman vilep-pusdik.ker | mkes.go.id/poltekkessurakarta/course/view.php?i | id=325¬ifyeditingon=1 | ☆ 😒 : |
|----------------|-------------------------------------|---|--------------------------|-------------|
| | Learning Management System | 1 | 9 🗹 | Athanasia 🕨 |
| | 🍽 English (en) 🕨 🚔 My courses 🕨 | 🗐 This course 🕨 | | |
| Navigation | t Topic 5 | ୁ ଭ X | | |
| - | +4 | Add an activity or resource | | |
| Administration | t Topic 6 | ୁ ବ X | | |
| | | + Add an activity or resource | | |
| | |) Increase the number of | of sections | |
| D | | | | |

b. Sehingga tampilan jika topik baru berhasil dibuat adalah seperti berikut.



5. MENGUPLOAD VIDEO DENGAN KODE EMBED

Langkah-langkah untuk mengupload video dengan kode embed adalah sebagai berikut

a. Klik Add a activity or Resource, Pilih Page dan akan menampilkan sebagai berikut

| 😡 Course: Keperawatan Orthopedi 🗙 | + | |
|---|--|---|
| \leftrightarrow \rightarrow C (i) Tidak aman vi | ep-pusdik.kemkes.go.id/poltekkessurakarta/course/view.php?id | d=45#section-1 ☆ 😒 : |
| Learning Manageme | nt System | 🛛 🖂 🎴 Athanasia 🕨 |
| 💻 🔎 English (en) 🕨 🚔 | My courses 🕨 🗐 This course 🕨 | |
| PENGANTAR | | 🔽 LATEST NEWS 🗆 🤄 |
| Selamat datang di p | erkuliahan Keperawatan Orthopedi. | Add a new topic |
| 🚦 🕴 🖷 News forum | n 🖋 Edit 🕶 👗 | Pendahuluan 4 Jan, 11:25 Athanasia Budi Astuti |
| t Materi | 1 de Edit - | Older topics |
| ₹ Konsej | • Dasar Proses Keperawatan | UP COMING 🗆 C |
| • | © | events 🕂 🛱 |
| ↓ Topic 1 | ¥ @ | There are no upcoming events |
| ¢ | + Add an activity or resource | Go to calendar New event |

b. Pilih File, lalu klik Add dan akan menampilkan gambar sebagai berikut

| ۲ | Course: Keperawatan Orthopedi 🗙 | + | | |
|----------------|--|---|---|---|
| \leftarrow | \rightarrow C (i) Tidak aman vi | lep-pusdik.kemkes.go.id/poltekkessu | rakarta/course/view.php?id=45#section-1 | ☆ 😒 : |
| | Learning Manageme | Add an | activity or resource | 🕄 🞯 🖂 🎴 Athanasia 🕨 |
| Navigation | Keperawata PENGANTAR Selamat datang di p | Wiki Wiki Workshop RESOURCES Resolution | The page module enables a teacher to create a web page resource using the text editor. A page can display text, images, sound, video, web links and embedded code, such as Google maps. | LATEST NEWS I |
| Administration | t Parks foru t Mater Konse | BUCK File Folder His content package | Advantages of using the page module rather than the file module include the resource being more accessible (for example to users of mobile devices) and easier to update. | 4 Jan, 11:25 Athanasia Budi Astuti Older topics |
| _ | t Topic 1 | label Page URL | A vising e another of content, it's recommended that a book is used rather than a page. A page may be used To present the terms and conditions of a | EVENTS + C There are no upcoming events Fo to calendar |
| D | | Add | Cancel | New event |

c. Setelah masuk ke halaman editing file pada bagian General, isilah nama dan deskripsi file dengan jelas seperti gambar berikut.

| ← | \rightarrow | C | 🛕 Tidak aman | vilep-pusdik.kemkes.go.id/poltekkessurakarta/course/modedit.php?add=page&type=&course=45&se | 0- | ☆ | 8 | : |
|---|---------------|---|--------------|---|----|---|---|---|
|---|---------------|---|--------------|---|----|---|---|---|

| | Learning Management System | ٩ | Athanasia 🕨 |
|--------------|---|---|-------------|
| | 🍽 English (en) 🕨 🚔 My courses 🕨 🗿 This course 🕨 | | |
| tion | ▼ General | | |
| Naviga | Name* | | |
| | Tugas Video 1 | | |
| ministration | Description | | |
| Adr | | | |
| | Pemeriksaan <u>Muskuloskeletal OSCE FK</u> Undip | | |
| | Save and return to course Save and display Cancel | | _ |
| Ð | Path: p.title style-scope ytd-video-primary-info-renderer » yt-formatted-string | | ~ |

d. Pada bagian content klik icon Toolbar toogle

🗧 🔶 C 🔺 Tidak aman | vilep-pusdik.kemkes.go.id/poltekkessurakarta/course/modedit.php?add=page&type=&course=45&se... 🗣 👷 😵 🗄

| | Learning Management System | ٩ | 🚨 Athanasia 🕨 |
|----------------|--|---|---------------|
| | 🏴 English (en) 🕨 🚔 My courses 🕨 📓 This course 🕨 | | |
| avigation | * Content | | |
| z | Page content* | | |
| Administration | Paragraph V B I E D Coolbar Toggle | | |
| B | Save and return to course Save and display Cancel | | |

e. Setelah itu klik edit HTML source

| ← | \rightarrow | С | A | Tidak aman | vilep-pusdik.kemkes.go.id/poltekkessurakarta/course/modedit.php?add=page&type=&course=45&se | 04 | \$ | 8 | ÷ |
|---|---------------|---|---|------------|---|----|----|---|---|
|---|---------------|---|---|------------|---|----|----|---|---|

| | Learning Management System | ٩ | Athanasia 🕨 |
|-----------|--|---|-------------|
| | 🍽 English (en) 🕨 🚔 My courses 🕨 🗿 This course 🕨 | | |
| wigation | * Content | | |
| Ž | Page content* | | |
| _ | | | _ |
| nistratio | 1 2 2 3 3 3 3 3 3 3 3 | | |
| Admi | Font family Font size Font Size Image: Constraint of the size Im | | |
| | Edit HTML source | | |
| | Save and return to course | | |
| | Save and display Cancel | | |
| D | | | ~ |

f. Sebelumnya bukalah video di youtube yang akan diembed, klik Bagikan



g. Selanjutnya pilih sematkan



h. Kemudian copy URL video



i. Selanjutnya copy kan URL video pada bagian kolom HTML source editor, caranya klik kanan pilih paste atau salin lalu klik Update

| ia ► |
|----------------|
| ia > |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |
| |

j. Maka tampilan page content menjadi seperti berikut, setelah itu klik Save and display



k. Tampilan file video telah berhasil dibuat.



6. MEMBUAT FORUM

Langkah-langkah untuk membuat forum adalah sebagai berikut.

a. Klik Add a activity or Resource dan akan menampilkan sebagai berikut



b. Pilih Forum, lalu klik Add dan akan menampilkan gambar sebagai berikut



c. Setelah masuk ke halaman editing forum pada bagian General, isilah nama dan deskripsi forum dengan jelas seperti gambar berikut. Lalu klik Save and display

| 🚇 Ed | ting Forum x + | | _ 0 <mark>_</mark> × | |
|------------|--|-----|----------------------|---|
| € | → C û vilep-pusdik.kemkes.go.id/poltekkessurakarta/course/moded | ⊠ ☆ | | Ξ |
| | Learning Management System 🏴 English (en) › 🚔 My courses › 🥃 This course › | ۲ | Athanasia 🕨 | ^ |
| vigation | Fxpand all General | | | |
| Na | Forum name* | | | |
| 5 | Informasi Perkuliahan | | | Ш |
| inistratio | Description | | | |
| Adm | Paragraph ▼ B I I I I I I I I I I I I I I I I I I | | | |
| | Sehubungan dengan adanya PEMILU pada tanggal 17 April 2019 , maka perkuliahan keperawatan pada hari tersebut diliburkan . Untuk tugas pengganti, akan saya informasikan kembali. Terimkasih | | | |
| Ð | Save and display Cancel | | ^ | |

d. Tampilan forum telah berhasil dibuat



e. Selanjutnya, untuk melihat diskusi pada forum caranya yaitu klik pada kolom Discussion

| 🍓 Inf | ormasi Perkuliahan | × | + | | | | | | | | | | × |
|------------|--|-----------|--------------------------------|------------------------------|--------------------|---|---------------|---|-----|---|---------|------|----|
| € | → C' û | | vilep-pusc | lik. kemkes.go.id /po | tekkessurakarta/mo | od/forum/vi | 90% | 🗵 |) ☆ | | lii\ | | ≡ |
| | Learning Mana | gemer | ıt System | 🍽 English (en) 🕨 | My courses • | This course • | • | | ⊚ | ⊠ | Athanas | ia 🕨 | |
| | | | | | | | | | | | | | |
| tion | Keperaw | vata | n Kelua | irga | | | | | | | | | |
| Naviga | Informasi Per | rkuliał | ian | | | Return to | : Topic 6 🖈 | | | | | | |
| nistration | Sehubungan dengan adanya PEMILU pada tanggal 17 April 2019 , maka perkuliahan keperawatan pada hari tersebut diliburkan . Untuk tugas pengganti, akan saya informasikan kembali. Terimkasih | | | | | | | | | | | | |
| Admi | Add a new disc | ussion to | pic | | | | | | | | | | = |
| | Discussion | Star | ted by | Replies | | Last | post | | | | | | |
| | athanasia | Ŷ | Linda Safir | a 1 | Mo | Athanasia Budi A 1, 18 Feb 2019, 10:50 | stuti ⊡ AM | | | | | | |
| 6 | | | | Return to: Topic | 6 🕶 | | | | | | | ^ | ı. |

f. Berikut merupakan tampilan salah satu reply dari forum yang telah dibuat sebelumnya. Lalu klik Reply untuk menjawab diskusi

| <u>ن</u> ال | eperawa | tan Keluarga: atl | hanasi 🗙 | H O | | | | _ | | | x |
|-------------|-----------------|-------------------|-----------------------------|------------------|-------------------------------|---------------------|-----------------|-------------------------------|-----|---------------|---|
| ¢ | \rightarrow (| C 🛈 | | (i) vilep-pu | sdik. kemkes.go.id /po | oltekkessurakarta/m | od/forum/discus | 90% | ⊠ ☆ | \ □ | ≡ |
| | Lea | rning Man | agemei | nt System | 🍽 English (en) 🕨 | My courses • | This course • | | ٥ | 🚨 Athanasia 🕨 | ^ |
| ion | In | formasi Pe | erkulial | han | | | Return to: 7 | Fopic 6 🄊 | | | |
| Navigat | ath | nanasia | | | | | | Subscribe | | | |
| istration | | | | | Display replies in ne | sted form 💌 | | | | | |
| Admin | | | | | Move th | nis discussion to | | Move | | | = |
| | | so atha | masia inda Safira | 1 - Monday, 18 I | February 2019, 10:45 f | AM | | | | | |
| | | Baik l | ou, terimal | casih informasi | nya | | Edit De | lete Reply | 1 | | |
| Ð | | | | | Return to: Topi | c 6 → 0 | | | | ^ | 1 |

g. Pada kolom Message isikan jawaban yang ingin dibalas pada diskusi forum

| Your reply | Topic 4 |
|--|--|
| * * | ■ 10pic 5 ► Topic 6 ■ Informasi Perkuliahar |
| Re: athanasia | Topic 7 |
| Message* | C ADMINISTRATION |
| | Forum administration |
| Ya, sama-sama. Mohon <u>diinfokan</u> ke teman-teman yang belum online | Optional subscription Subscribe to this forum |
| | Course administration |

h. Kemudian klik Post to forum

| | Discussion subscription ⑦ | |
|----------------|--|---|
| ation | Attachment ⑦ | |
| š | Maximum size for new files: 500KB, maximum attachments: 9 | |
| ź | | |
| | ▶ 🚞 Files | |
| Administration | You can drag and drop files here to add them. | |
| | Mail now 📺 | E |
| D | Post to forum Cancel There are required fields in this form marked *. | |

i. Tampilan dari forum diskusi yang telah dibalas

| <u>ن</u> ا (ا | eperawata | n Keluarga: athanasi 🕽 | × + 0 | | | | | | | | | x |
|---------------|---|--------------------------|--------------------------------|------------------------|----------------------|-------------------------|--------------------------|---|---|--|-------------|----|
| ¢ | → C | ۵ | 🛈 vilep-pu | isdik.kemkes.go.id/po | oltekkessurakarta/mo | d/forum/discus | 90% | ⊌ | ☆ | | III\ 🖽 | ≡ |
| | Lear | ning Managen | ient System | 🍽 English (en) 🕨 | My courses • | 🗐 This course 🕨 | | | ۲ | | Athanasia 🕨 | ~ |
| | | | | Display replies in ne | sted form 💌 | | | _ | | | | |
| ation | | | | Move th | nis discussion to | | Move | I | | | | |
| Navig | 6 | athanasia by Linda Sa | ifira - Monday, 18 | February 2019, 10:45 A | AM | | | | | | | |
| | | | | | | | | | | | | |
| tration | | Baik bu, teri | makasih informasi | nya | | | | | | | | |
| Adminis | | | | | | Edit De | elete Reply | | | | | |
| | | Re: ath | ianasia nasia Budi Astuti . | Monday, 18 February | 2010, 10'50 AM | | | | | | | E |
| | 6 | | | Monday, 10 Teordary | 2019, 10.501111 | | | | | | | |
| | | | | | | | | | | | | |
| | Ya, sama-sama. Mohon diinfokan ke teman-teman yang belum online | | | | | | | | | | | |
| | | | | | Show par | ent Edit Split De | elete Reply | | | | ~ | 11 |
| D | | | | Return to: Topi | c 6 +D | | | | | | | |