As members of the Carleton community settle in to using Moodle as a course management system, we will increasingly develop a sense of which features are best suited to specific purposes. In the meantime, this document is intended to highlight Moodle features analogous to curricular tools already in use at Carleton.

**Features Akin to Course Folders: Assignments**

Moodle **Assignments** allow a faculty member to specify a task that requires students to prepare digital content (in any format) and submit it by uploading it to the server. Typical assignments include essays, journals, projects, and reports. If assignments have due dates associated with them, they will automatically be included in the course’s grade book.

The Assignment tool allows you to create Online Text assignments. This particular type of assignment is particularly well suited to journals, learning logs, or reflection papers. Online Text Assignments are private and can only be seen by the student author and his/her faculty member. Faculty members can offer feedback and a grade on each assignment entry.

**Features Akin to Caucus Conferences: Choice and Forum**

Moodle’s **Choice** activity is very simple - the teacher asks a question and specifies a choice of multiple responses. It can be useful as a quick poll to stimulate thinking about a topic; to allow the class to vote on a direction for the course; or to gather research consent.

A Moodle **Forum** most similar to the Caucus conferences. Forums can be structured in different ways, and can include peer rating of each posting. The postings can be viewed in a variety for formats, and can include attachments. By subscribing to a forum, participants will receive copies of each new posting in their e-mail. A teacher can impose subscription on everyone if they want to.

**Features Akin to Course Mailing Lists: Forum Subscription**

While there is no direct analog in Moodle to the course mailing list system at lists.carleton.edu, all subscribers to a Moodle Forum do receive copies of each new posting via e-mail. Each course automatically has a **News Forum** associated with it. Students are automatically subscribed to this forum which means that anything posted will automatically be mailed to all students. You can also subscribe students to other **Forums** associated with a class, but this is optional.

**Features Akin to Course Web Pages: Adding Web Page Resources**

Faculty can compose web pages within a Moodle course using HTML or just plain text. It is also possible to create links to other web pages either within Moodle or on other web sites. For more information about composing web pages in Moodle, contact your computing coordinator.

**Features Akin to Library Search Pages and eReserves: Adding Course Links and Files**

Instructors can create links within a Moodle Course so that documents which are in the library’s eReserve system can be easily accessed from within a Moodle Course. For more information about integrating library resources, contact your reference librarian.