Result Submission Manual for Learning Management System (LMS)

Directed by: Abdul Rehman (LMS Manager) Ext:3315

Information Technology Resource Center and Data Bank (ITRC&DB)

University of Agriculture, Faisalabad

1. Open Dashboard and click on course.

2. Go to **Administration** block and clink on **Users** then click on **Groups**

3. Click on create group button.

Test-123 Test 3(3-0), Morning

Home › Courses › ITRCDB › Testing Department and Courses › Spring 2020 › Test-123 Test 3(3-0), Morning › Users › Groups

NAVIGATION

Home
Dashboard
▶ Site pages
▼ My courses
  ▶ Edu-620 Seminar 1(1-0), WEEKEND
  ▶ Elective courses (2-3) 5, Morning
  ▶ Engineering Elective-III 3(3-0), Morning
  ▶ CS-601 Internship 10(0-10), Morning, A1
  ▶ Elective courses (2-3) 5, None
  ▶ CS-101 Computer Science and Information Technology...
  ▶ CS-702 Advanced Algorithm Analysis 3(2-1), Morning, A
  ▶ CS-701 Software Applications 3(2-1), Morning, A1
  ▶ CS-701 Advanced Theory of Computation 3(2-1), Morn...
  ▶ Test-2003 test Course 12654 3(2-1), Morning
  ▪ More...
▶ Courses

ADMINISTRATION

▼ Course administration
  ⚙ Edit settings
  ✎ Turn editing on
  ▼ Users
    👤 Enrolled users
    ▶ Enrolment methods
    👥 **Groups**
    ▶ Permissions
    👤 Other users
  👤 Unenrol me from Test-123 Test 3(3-0), Morning
  ▼ Filters
  ▶ Reports
  ⚙ Gradebook setup
  ▶ Badges
  ⬆ Backup
  ⬇ Restore
  ⬇ Import
  ⊕ Share
  ↺ Reset
  ▶ Question bank
  🗑 Recycle bin
▶ Site administration

[   ] [Search]

Groups   Groupings   Overview

Test-123 Test 3(3-0), Morning Groups

Groups

[Edit group settings]

[Delete selected group]

[Create group]

[Auto-create groups]

[Import groups]

Click here

Members of:

[Add/remove users]

You are logged in as Mirza Abdul Rehman (Log out)
Test-123 Test 3(3-0), Morning
Data retention summary

4. Select group according to enrolled student and press save changes.

Test-123 Test 3(3-0), Morning: Groups

Home — Courses — ITRCDB — Testing Department and Courses — Spring 2020 — Test-123 Test 3(3-0), Morning — Users — Groups — Participants — Groups — Create group

NAVIGATION

Home
Dashboard
Site pages
My courses
▸ Edu-620 Seminar 1(1-0), WEEKEND
▸ Elective courses (2-3) 5, Morning
▸ Engineering Elective-III 3(3-0), Morning
▸ CS-601 Internship 10(0-10), Morning, A1
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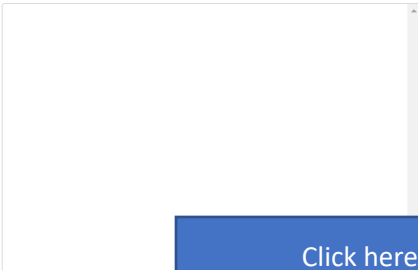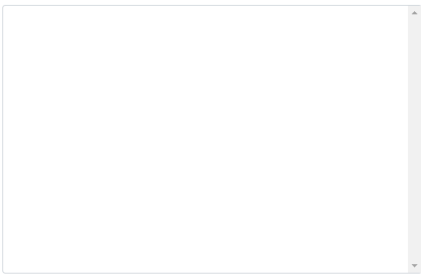 Morning
▪ More...
▸ Courses

ADMINISTRATION

▾ Course administration
  ⚙ Edit settings
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▸ Site administration

[   ] Search

▾ General

Group name   [Major/Minor (FSc-BSc-MSc)   ⌄]

Select Passing Rule

[Save changes] [Cancel]

Click here

ⓘ Moodle Docs for this page

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Test-123 Test 3(3-0), Morning
Data retention summary

5. Now student add to group. You can make more than 1 group according to your students' degree. (Create group carefully because grade calculation base on group)

6. Add students to their respective group.

7. After group creation, go to course and click on result.

8. On result page you will see a button with group name you create in step 4. When you press this button, you can see student list than you can upload their marks.

9. Upload student marks. You can print result / award list from button named "View Award List".

10. After uploading and verifying all result you need to submit it to controller office within submission date and time. After submission you can't make any changes in result and student can check their result on LMS.
11. If you press "Allow Result View for Students" than student can view result, but this result not submitted to controller office until you submit it.