When you logged into Moodle (online.melbournepolytechnic.edu.au), your dashboard will look similar to below.

On the banner page (1), there are links to the student portal, staff portal, library, E-portfolio, my media, help desk and Log out.

Underneath your name (2), there are links to profile, home, preferences, grades and log out.
  - Profile – change your first name, display email address and insert a profile photo
  - Home – goes to your recently accessed courses
  - Preferences – set your preferences to your calendar, forum, message and notification
  - Grades – an overview of your grades in Moodle
  - Log out – signing out

In this example, Polly is enrolled in ‘Welcome to Melbourne Polytechnic’.

Note - If you are in a unit, you can see all your units by clicking ‘My Sites’.

On the right hand-side, there are quick links to your assessment deadlines, messages and forum posts.
Navigating in a Unit

When you click a link on a unit, the home page of the unit will be displayed.

The site title will be at the top of the page.

The table of contents will be on the left hand side.

The unit may be organised in weekly or topic format.

You can navigate to any section, by clicking on the items in the table of contents.

The content of the section will be displayed at the Page Content.

In this example, we have selected ‘Your Feedback’ from the table of contents. The contents of this are shown on the right hand side.

1. Breadcrumb - a trail of links to the top of the home page

2. - ReadSpeaker converts the text in the page content into speech. You click on this icon and the Listen button will appear.

   In this player, you can:
   a) Listen to this page    b) Play    c) Stop    d) Seek bar
   e) Volume    f) Download as mp3    g) Close player

   (Note – To listen to part of the text, select the part of the text that you want to listen to and then press the ‘Listen’ button. )

3. - If you are in a topic and want to go a ‘Previous Topic’ click on this icon

4. - To go to the next topic in this unit, we click on this icon