



## Training Manual: Resource Sharing on LMS (Label Resource)

### Document Detail

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Authors	Ms. TashiaNasir.
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# LMS Resources

A resource is an item that a teacher can use to support learning, such as a file or link. LMS supports a range of resource types which teachers can add to their courses. In edit mode, a teacher can add resources via a drop down menu. Resources appear as a single link with an icon in front of it that represents the type of resource.

There are several types of resources that can be uploaded on LMS:

1. **File** - A picture, a pdf document, a spreadsheet, a sound file, a video file.
2. **Folder** - For helping organize files and one folder may contain other folders.
3. **Label** - Can be a few displayed words or an image used to separate resources and activities in a topic section, or can be a lengthy description or instructions
4. **Page** - The student sees a single, scrollable screen that a teacher creates with the robust HTML editor
5. **URL** - You can send the student to any place they can reach on their web browser, for example Wikipedia
6. **Book** - Multi-page resources with a book-like format. *Teachers can export their Books as IMS CP* (admin must allow teacher role to export IMS)

## Label Resource:

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A label serves as a spacer on a Moodle course page. It can be used to add text, images, multimedia or code in between other resources in the different sections. It is a very versatile resource and can help to improve the appearance of a course if used thoughtfully. Banners or descriptions may be added to labels to distinguish between and highlight different areas.

### Adding a label

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1. Click the 'Turn editing on' button at the top right of the course page.

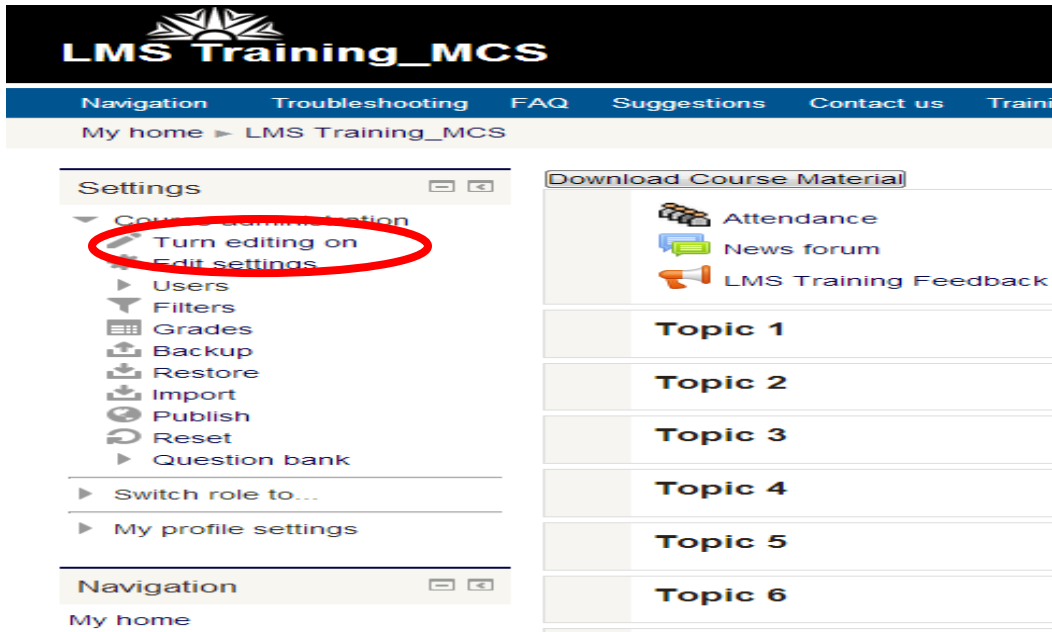


Figure 1: Course homepage> Settings block> Turn editing on.

2. Click 'Add an activity or resource' link.

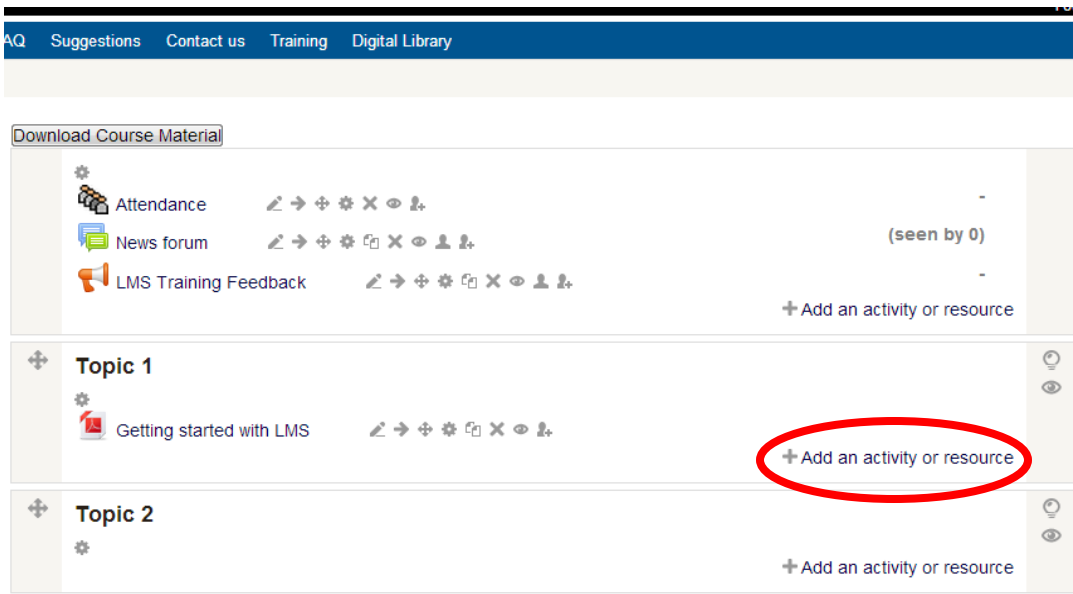


Figure 2: Course homepage> Add an activity or resource.

3. Then in the activity chooser; select label then click the "Add" button.

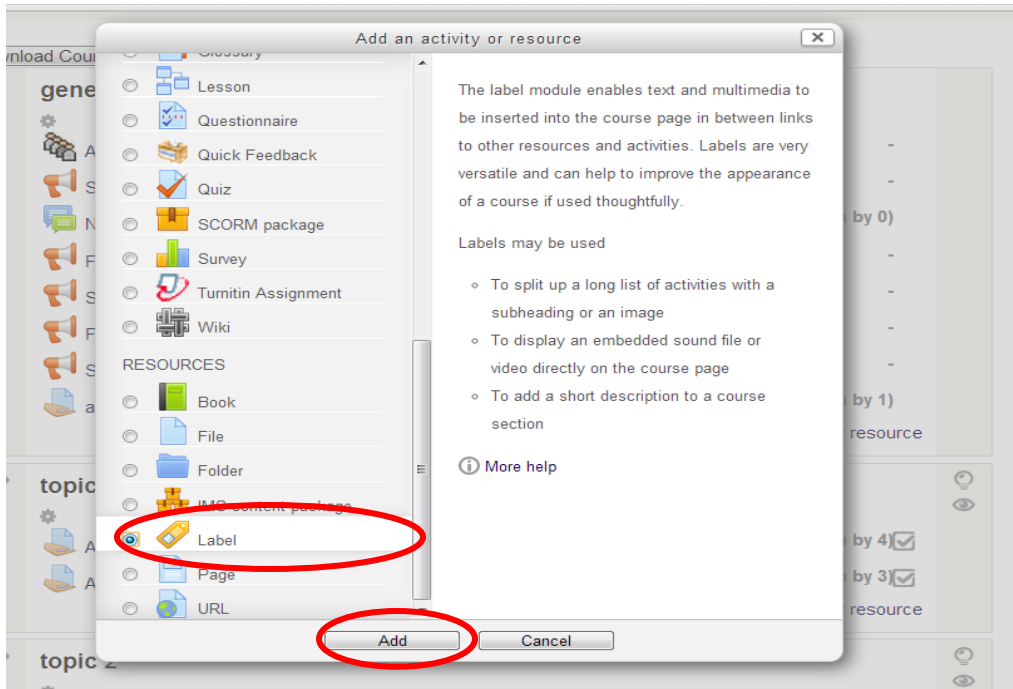


Figure 3: Course homepage> Add an activity or resource>Label>Add.

4. After clicking the add button the screen given in figure 6 will appear.

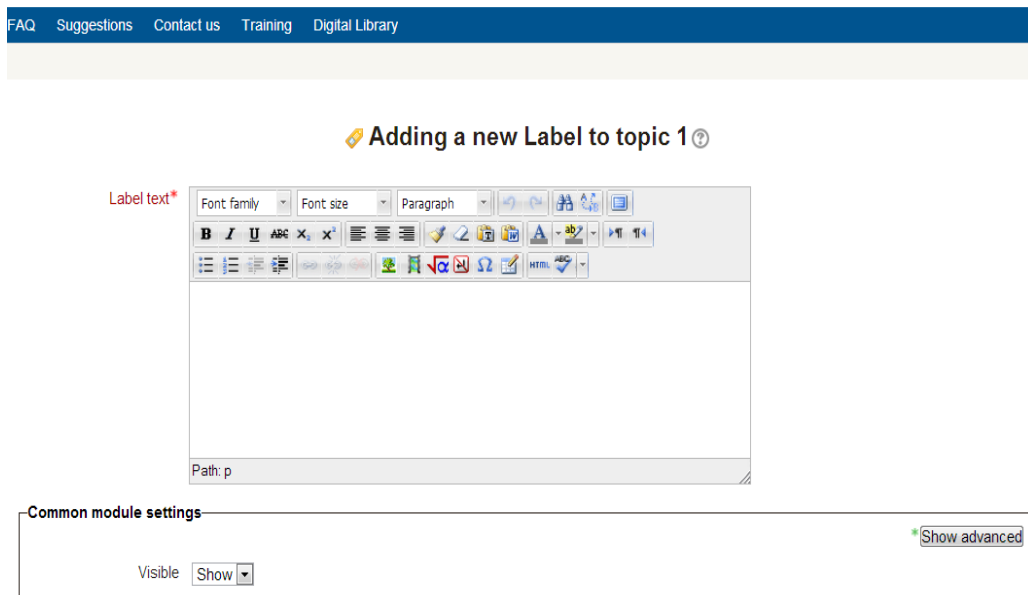
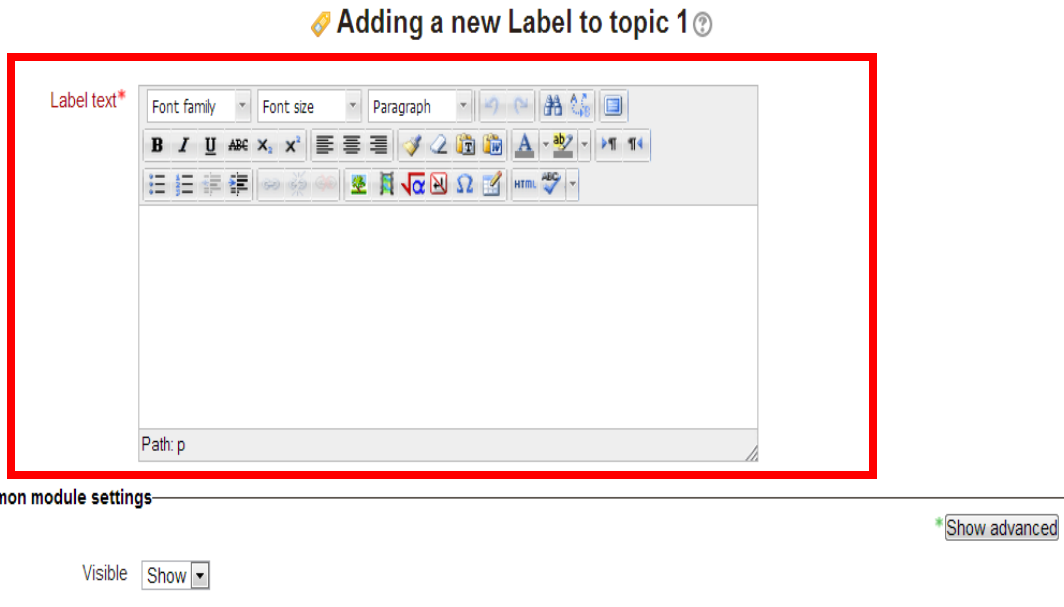


Figure 4: Course homepage> Add an activity or resource>Label>Add.

5. Fill in all the details as given below.

**Label text:**

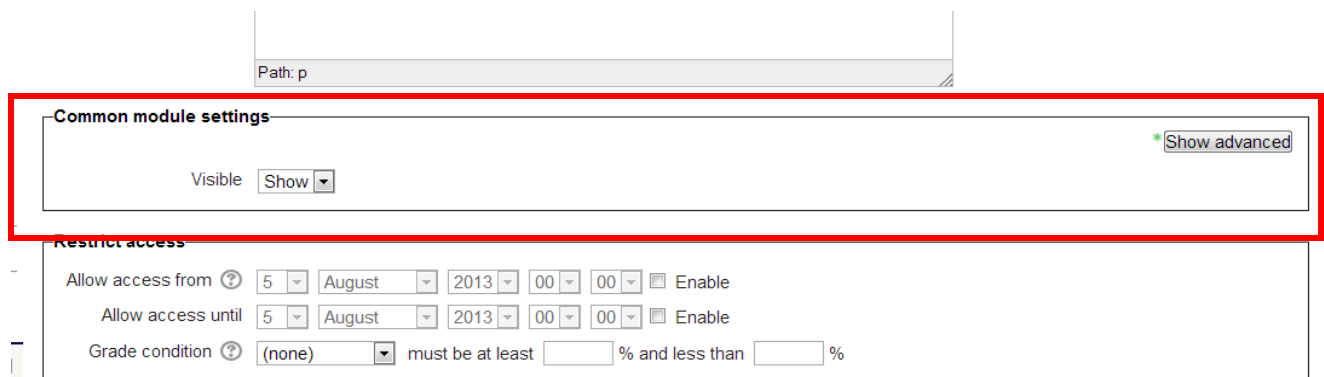


**Figure 5: Course homepage> Add an activity or resource>Label>Add>Label text**

Here type your chosen words or add your resources. In the label text box words, images, links, media or code can be added.

**Common module settings**

These settings are collapsed by default. Leave Common Module settings as "show" for the label to be visible.



**Figure 6: Course homepage> Add an activity or resource>Label>Common module settings.**

## Restrict access settings:

These settings are collapsed by default. These settings are visible if Conditional activities and Activity completion have been enabled in the site and the course.

**Restrict access**

Allow access from       Enable

Allow access until       Enable

Grade condition  must be at least  % and less than  %

User field  contains

Activity completion condition  must be marked complete

Before activity can be accessed

**Activity completion**

Completion tracking  Students can manually mark the activity as completed

**Figure 7: Course homepage> Add an activity or resource>Label>Restrict access**

Once the settings are done hit “Save and return to the course” button to save and return to course or “Save and display” button to save and remain on the same page.

After the label is created it appears on the course homepage as shown in figure 7.

The screenshot displays a course homepage with a list of topics and resources. The interface includes a top navigation bar with a gear icon, a 'Test URL' resource, and a 'Free Details' link. Below this, there are four topic sections: 'Topic 5', 'Topic 6', and 'Topic 7'. 'Topic 5' contains 'Test Page', 'assignment 3', 'assignment 4', and 'Jplag Test'. 'Topic 6' features a prominent red label 'EID HOLIDAYS' with a checkmark icon. 'Topic 7' is currently empty. Each resource or topic section includes a set of icons for editing, deleting, and sharing, along with a 'seen by' count and a '+ Add an activity or resource' button. A red arrow labeled 'Label' points to the 'EID HOLIDAYS' label in Topic 6.

Figure 8: Course homepage>Label added.