Tutorial for LEMASS

The Learning Management System(LMS) of AIT is based on the free and open source e-learning software Moodle. Due to Moodle's highly interactive, flexible and modular design, AIT has configured it's LMS in a user-friendly manner to aid both students and lecturers to step through the system with less difficulty. One needs to be either a registered student or an assigned lecturer before you will be allowed to use the system.

Aside this user-friendly configuration, the system consists of lots of modules and activities from which students can use to enhance their learning. Some of these are varieties of assignment modules, grading system, forums, chats et cetera. With these tools, students will be able to easily and effectively imbibe all the principles and concepts that will be taught in class.
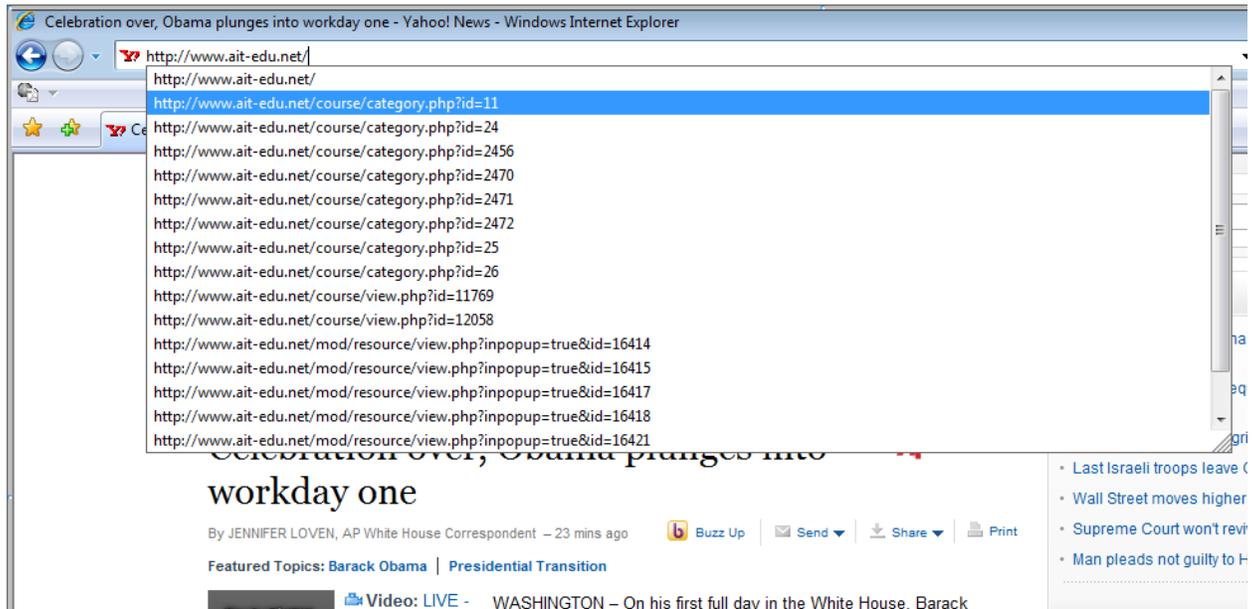
FAQs

1. Show me what I need to do in order to open the system

2. What buttons do I click to login

3. How to do I navigate to a course

4. Tell me the process involve in accessing a Lecture Note

5. Viewing an Assignment

6. Viewing a Chat

7. Taking a quiz

How to Open the System

To open the learning Management System of AIT

1. Click on the Internet Explorer(or any browser) icon on your computers desktop

2. Type www.ait-edu.net in the address bar of the browser

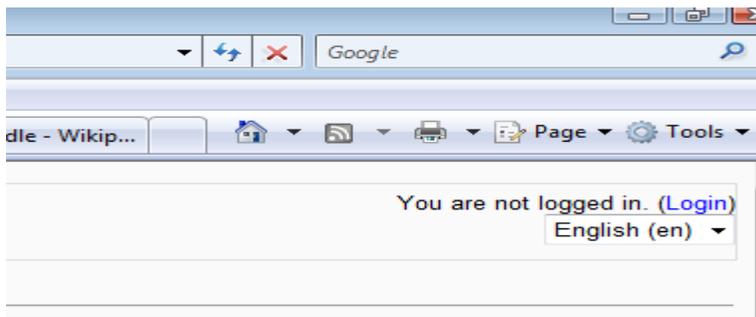3. Then press the enter key, AIT LMS will shortly be opened for you.
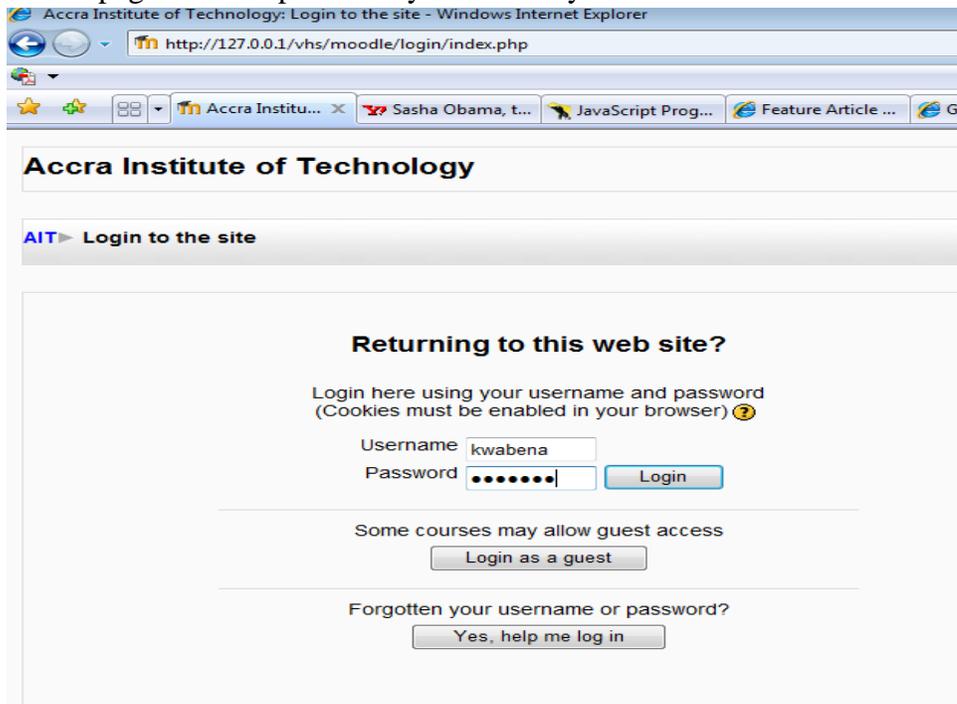
How to login

To log in to the LMS

Use one of the following procedures to log in process.

Log in 1

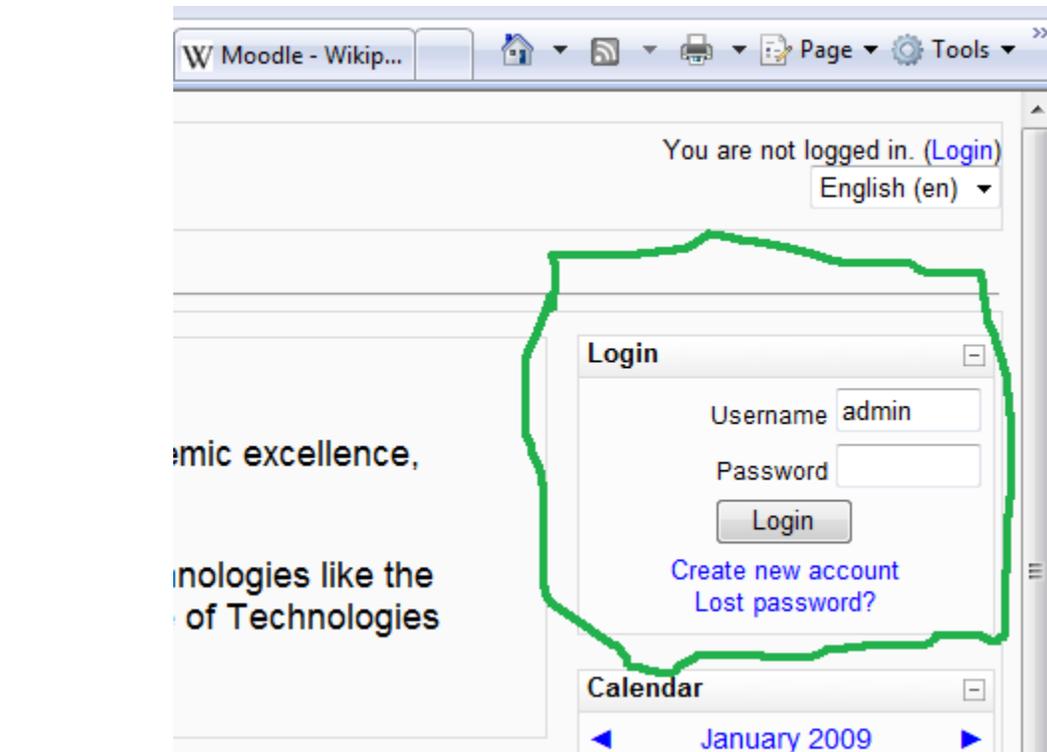1) Click on the login link at the top right corner on the home page of the system

2) A new page will be opened for you to enter your credentials that is

   a) Your username
   b) Your password
3) Finally, Click on the login button or Press the enter Key of your PC.
4) This displays AIT LMS home page.

Log in 2

1) Enter your credentials in the login block at the top right corner right below the top banner or log in 1 link.

        a) Your Username
        b) Your Password
2) Click on the login button or Press the enter Key of your PC
3) This then displays AIT LMS home page.

How to Navigate to a Course

Navigation to a course

1) At the home page of the AIT LMS system, Click on the link bearing the name of your program.
2) A page will then appear with description and list of the certificates being offered under a particular program.
3) Follow the process through depending on which certificate you are offering:
    A. CTECH
        i.   On clicking on the CTech link you will be taken to a page with the list of all the courses you are offering for the CTech program.

    B. DTECH
        i.   On clicking on the DTech link you will be taken to a page with the Semester 1 and Semester 2 links.

ii. Click on any of the Semester links depending on the semester you are in.
iii. A page with the list of courses being offered under the particular semester will then be open for you.
iv. Then finally click on any of the courses you have registered for and desired to read/study.

C. BEng/BSc

i. On clicking on the BEng/BSc link you will be taken to a page with the list of all the levels (level 100 to level 400) links.
ii. Click on any of the Links depending on the Level in you are.
iii. A page with a Semester 1 and Semester 2 links will then be displayed.
iv. Depending on the particular semester you are in at the level you just opened you click its corresponding link.
v. This displays the list of courses under the particular semester you just clicked.
vi. Then finally click on any of the courses you have registered for and desired to read/study.

How to Access a Lecture Note

The course interface for moodle is made up a lot of components on the page. These components represent the various activities and modules one might need to go through to complete a course. Some of these are Lecture Notes, Unit Based Learning Resource, Assignments, Quiz, Grades, etc...

Lecture Notes

1) On the course interface, Click on the link with the lecture notes you wish to read.

2) A new page will be opened for you especially if using internet explorer (**Note**:some browsers will open the lecture notes in another tab in the same browser you are using).

3) The lecture Note will then be opened inside a frame in a new browser.

4) There will be upward and downward scroll bar opened on the right side of the frame opened.

5) To scroll up and down through the Lecture Notes you use the inner scroll bar on the right side of the frame opened inside the browser.

Lecture Notes 2

1) On the course interface, Click on the link with the lecture notes you wish to read.

2) A new page will be opened for you especially if using internet explorer (**Note**:some browsers will open the lecture notes in another tab in the same browser you are using).

3) The lecture Note will then be opened inside a frame in a new browser.

4) There will be two upward and downward scroll bar opened on the right side of the browser.

5) The inner scroll bar is for the frame in which the Lecture Note is being opened, whiles the other one is meant for the entire page within which can be found the frame.

6) Scroll down using the outer scroll bar.

7) A link with the inscription *Direct Link to File* will be seen right below the frame containing the Lecture Notes.

8) Click on the link *Direct Link to File.*

9) The entire Lecture notes will now be opened in a new browser for you depending on the browser type you are using

Viewing an Assignment

Viewing/submitting an assignment you will see the assignment name and its description with the opening/closing dates and hours ('Available from' and 'Due date') of a given assignment. What's (and if there is anything) below depends on the type of assignment.

1.   In the Offline activity assignment there are no additional options.
2.   In the Online text assignment you will also see your assignment submission (if you have done so) with the Edit my submission option as well as the Feedback from the Teacher field.
3.   In the Upload a single file assignment, you can go for the Upload a file option, the execution of which demands using the Browse link allowing you to choose the file on your computer you wish to be uploaded.

Viewing a Chat

You will see the chat name and description as well as the 'Click here to enter the chat now' link. If the chat has next sessions scheduled, there will also be the information concerning the time of the next chat session.

If you have set past chat sessions to be archived, you will be able to view them clicking 'View past chat sessions' on the top right-hand side of the page. You can also add any number of HTML blocks to the chat using the Add Block field on the left-hand side of the chat page.

Taking a Quiz

After clicking on a quiz name the student will be taken to page that displays the quiz name and the quiz introduction. Usually the introduction will tell the student more about the purpose of the quiz and how it will be assessed. If applicable the page will also show the quiz opening and closing dates and times. The student will not be able to access the quiz questions until the opening time. The student must make sure that they submit all answers before the closing time. Late answers will not usually be marked.