

---

# JTI Moodle Induction for Students

---

PRESENTED BY: IT SUPPORT

---

# Welcome to JTI!

# What is moodle for?

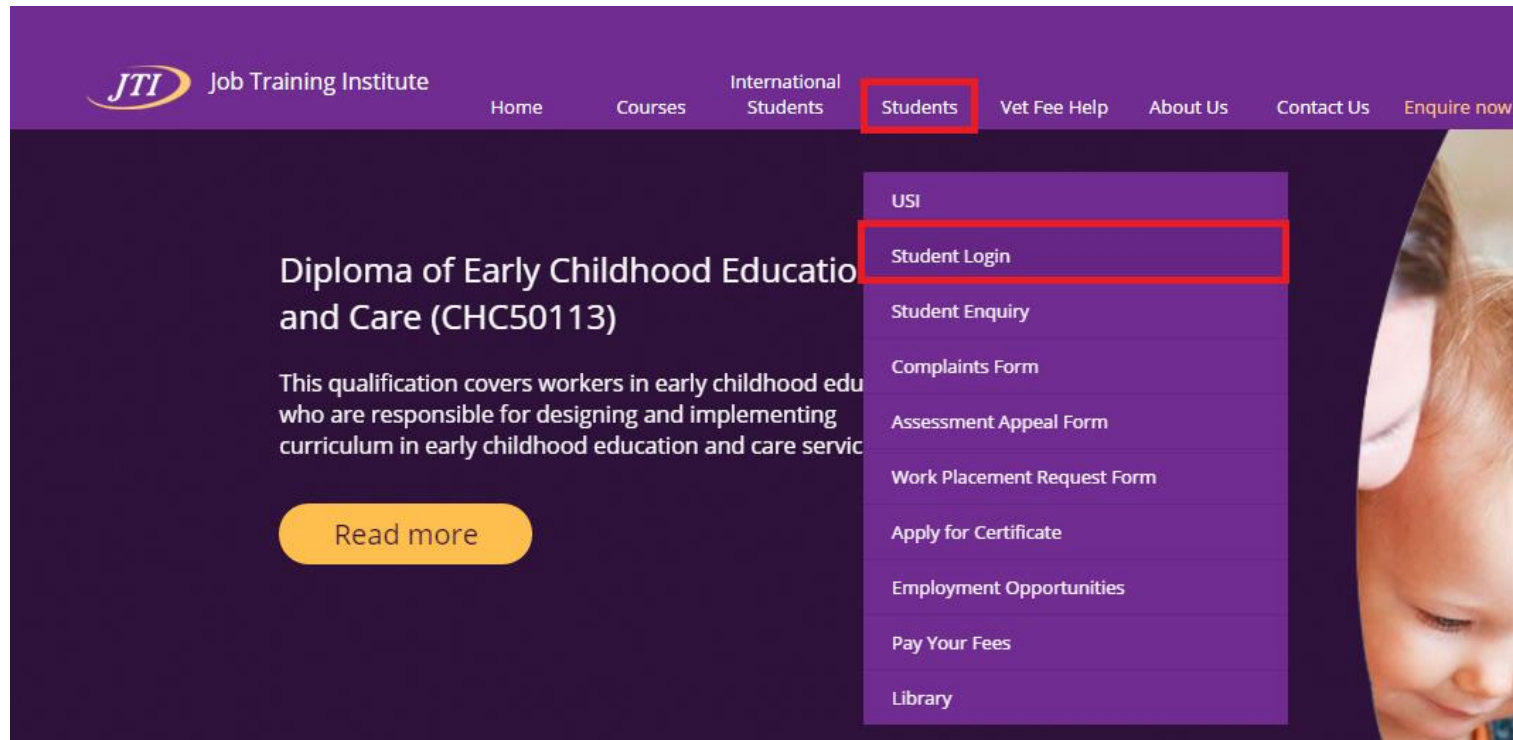
---

- ❖ Accessing resources (assessments, reading materials, PPT, JTI Library, Online Library)
- ❖ Submitting Assessments

# How to Use Moodle?

**Step1: Login to your student portal**

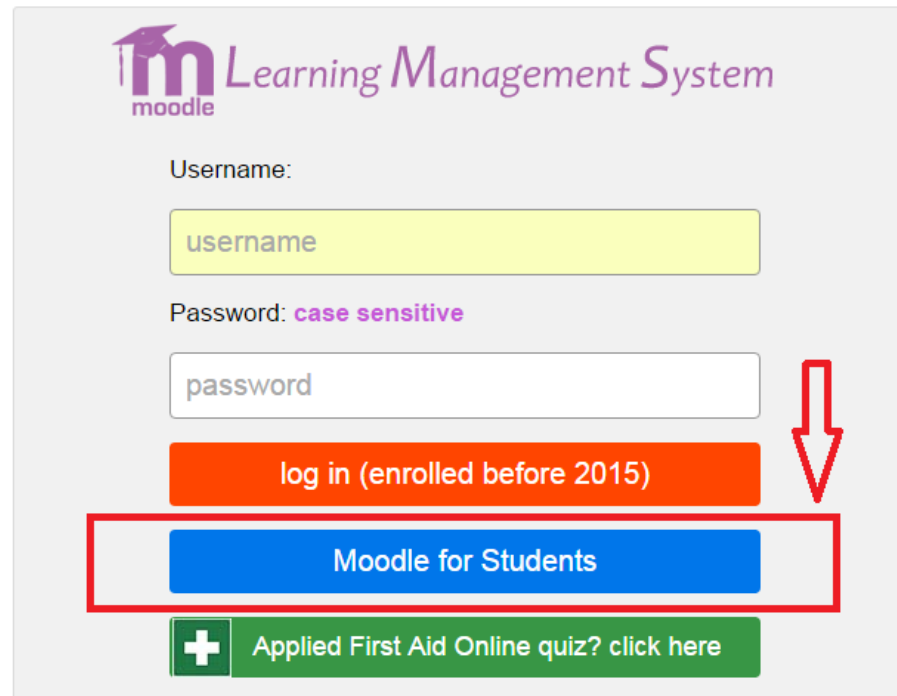
Go to JTI website: <http://jti.edu.au>. Under “**Student**” Menu, click on “**Student Login**”



The screenshot shows the JTI website interface. The top navigation bar is purple with the JTI logo and the text 'Job Training Institute'. The navigation menu includes 'Home', 'Courses', 'International Students', 'Students', 'Vet Fee Help', 'About Us', 'Contact Us', and 'Enquire now'. The 'Students' menu item is highlighted with a red box. A dropdown menu is visible under 'Students', with 'Student Login' highlighted by a red box. Other items in the dropdown include 'USI', 'Student Enquiry', 'Complaints Form', 'Assessment Appeal Form', 'Work Placement Request Form', 'Apply for Certificate', 'Employment Opportunities', 'Pay Your Fees', and 'Library'. The main content area features a purple background with a white text box for 'Diploma of Early Childhood Education and Care (CHC50113)' and a yellow 'Read more' button. A partial image of a child's face is visible on the right side of the page.

Step2: Do not type anything. Click on option 2 (**Moodle for Students**)

## Student login



**moodle** Learning Management System

Username:  
username

Password: **case sensitive**  
password

log in (enrolled before 2015)

**Moodle for Students**


+ Applied First Aid Online quiz? click here

Or you can also login the Moodle system directly on [moodle.lms.jti.edu.au](https://moodle.lms.jti.edu.au)

# How to Use Moodle?

---

**Step3: Type your username and password that were sent to your email**



The screenshot shows the Moodle login interface for JTI. It features a title bar 'JTI Moodle Login Page' in orange. Below it, a grey box contains the text 'Login here using your username and password (Cookies must be enabled in your browser)'. There are two input fields: 'Username' and 'Password'. A 'Login' button is positioned below the password field. A checkbox labeled 'Remember username' is located below the login button. At the bottom of the grey box is a red button with the text 'Forgotten your username or password?'.

**Note: Your username will always be your student ID number**

# How to Use Moodle?

---

Step 4: After you have login, click on the course which you were enrolled in

## My courses

---

 [CHC40108 Certificate IV in Aged Care](#)

 [CHC50113 Diploma of Early Childhood Education and Care](#)

 [HLT51612 Diploma In Nursing](#)

[All courses](#)

# How to Use Moodle?

---

**Step 5: It will show all the units on the course you enroll.**

**CHC50113 Diploma of Early Childhood Education And Care**

-  News forum
-  CHC50113 Orientation PowerPoint
-  First Aid Introduction Video
-  Intro of First Aid Quiz
-  CHC50113 Orientation Quiz
-  Frameworks for Learning and Development
-  Business of Childcare

Some textbooks are available at [JTI Library](#) for borrowing.



# How to Use Moodle?

---

Step 6: You can start your course by clicking on the Reading Resources and Power point slides

## Power Points



[HLTIN301C Power Point](#)



[HLTIN301C Extra Power Point](#)

## Pre-readings



[How To HandRub Poster](#)



[HLTIN301C Additional Readings](#)

# How to Download Assessments?

---

**Step1: Click the Assignment link to download your assignment**

## Assignment



HLTEN508B Student Workbook



HLTEN508B Assessment Submission Place

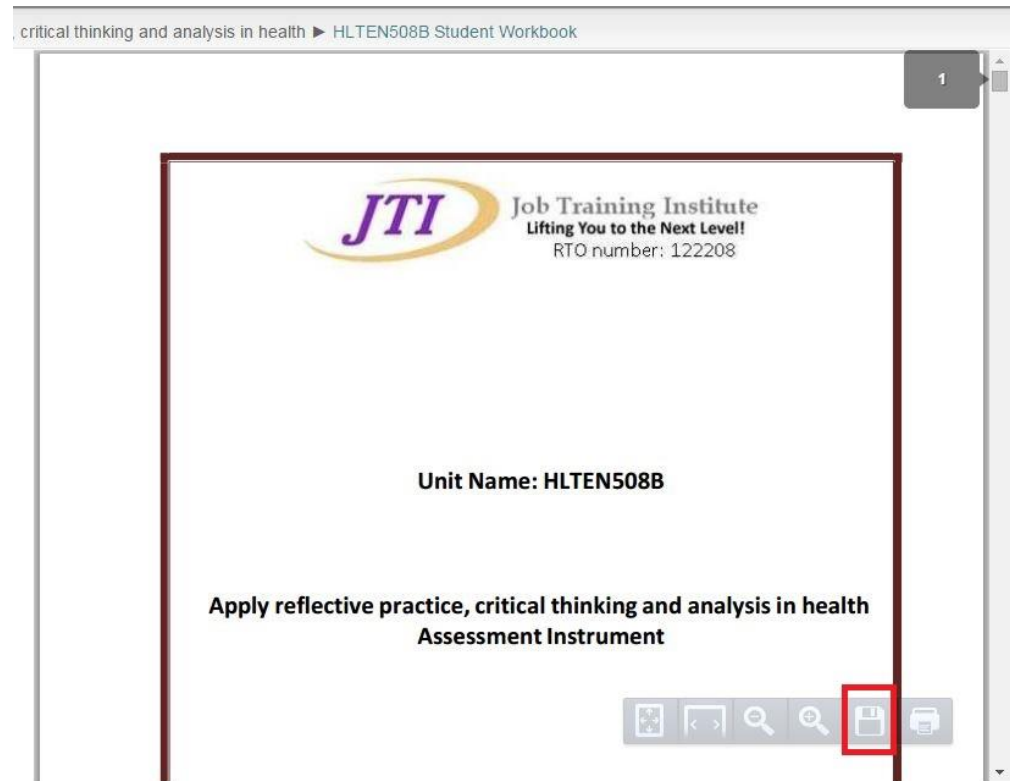


### Instruction:

1. Download the assignment questions from the file above.
2. Answer this on separate sheet. Use Microsoft Word, put your name and student ID and your trainer name as well on the sheet.
3. Make sure the numbering is right. JTI trainer will return any answer without proper numbering or heading.
4. Upload your finished Microsoft Word file here. Please only upload finished assessment.

# How to Download Assessments?

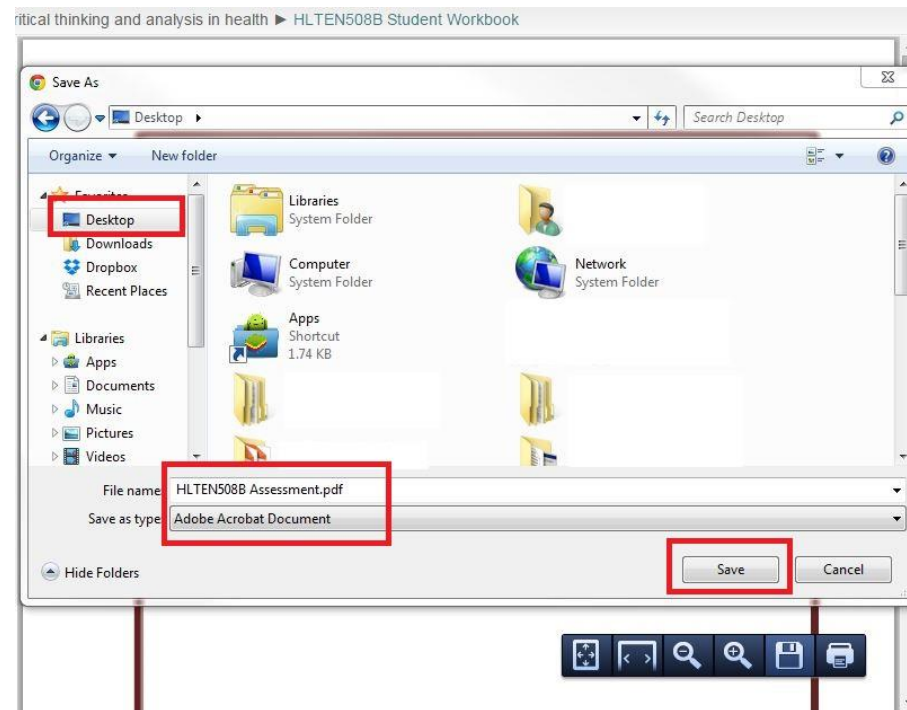
Step 2: Click this button  to download your assignment.



The screenshot shows a PDF viewer interface. At the top, the breadcrumb path reads "critical thinking and analysis in health > HLTEN508B Student Workbook". The main content area contains the JTI logo and text: "Job Training Institute", "Lifting You to the Next Level!", and "RTO number: 122208". Below this, it states "Unit Name: HLTEN508B" and "Apply reflective practice, critical thinking and analysis in health Assessment Instrument". At the bottom of the viewer, a toolbar contains several icons, with the download icon (a floppy disk) highlighted by a red square.

# How to Download Assessments?

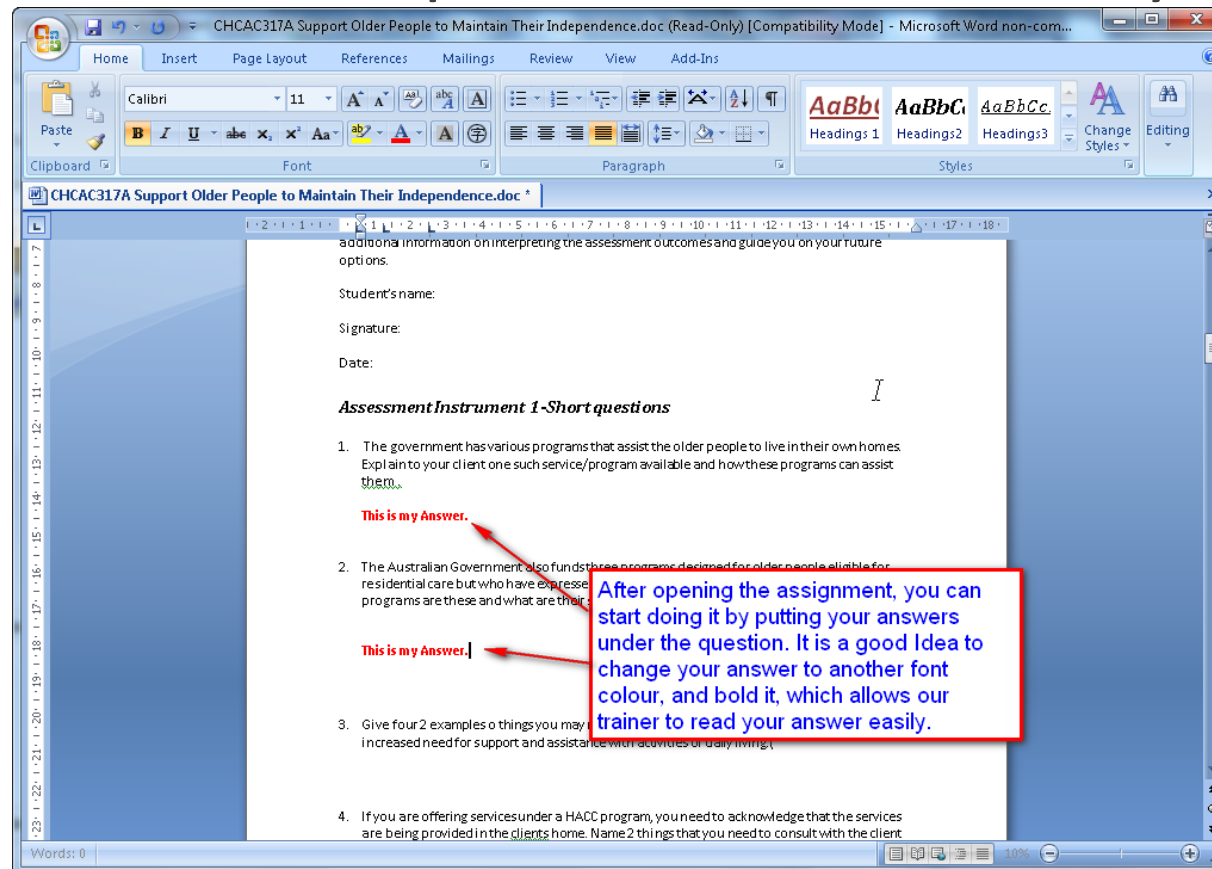
**Step 3: Save the file on your desktop/USB stick or in any folder that you can remember.**



**Note: For Nursing students, please make sure you have the most updated Adobe Reader installed on your computer**

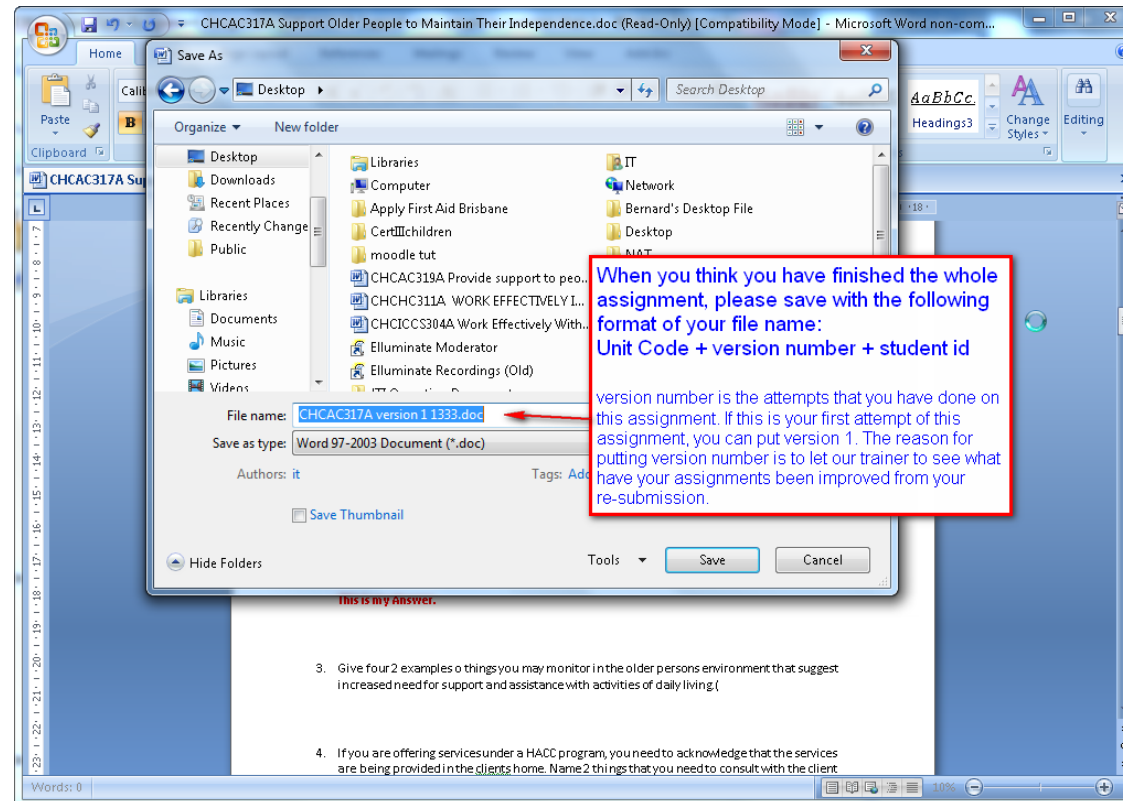
# How to Download Assessments?

Step 4: Put your answers under the questions. You will need to write your answer inside the box provided).



# How to Download Assessments?

**Step 5: Save your assignment with the format: Unit Code + Version Number + student ID. Version Number is the number of attempt that you have done in this assignment.**



# How to Submit Multiple Assessments?

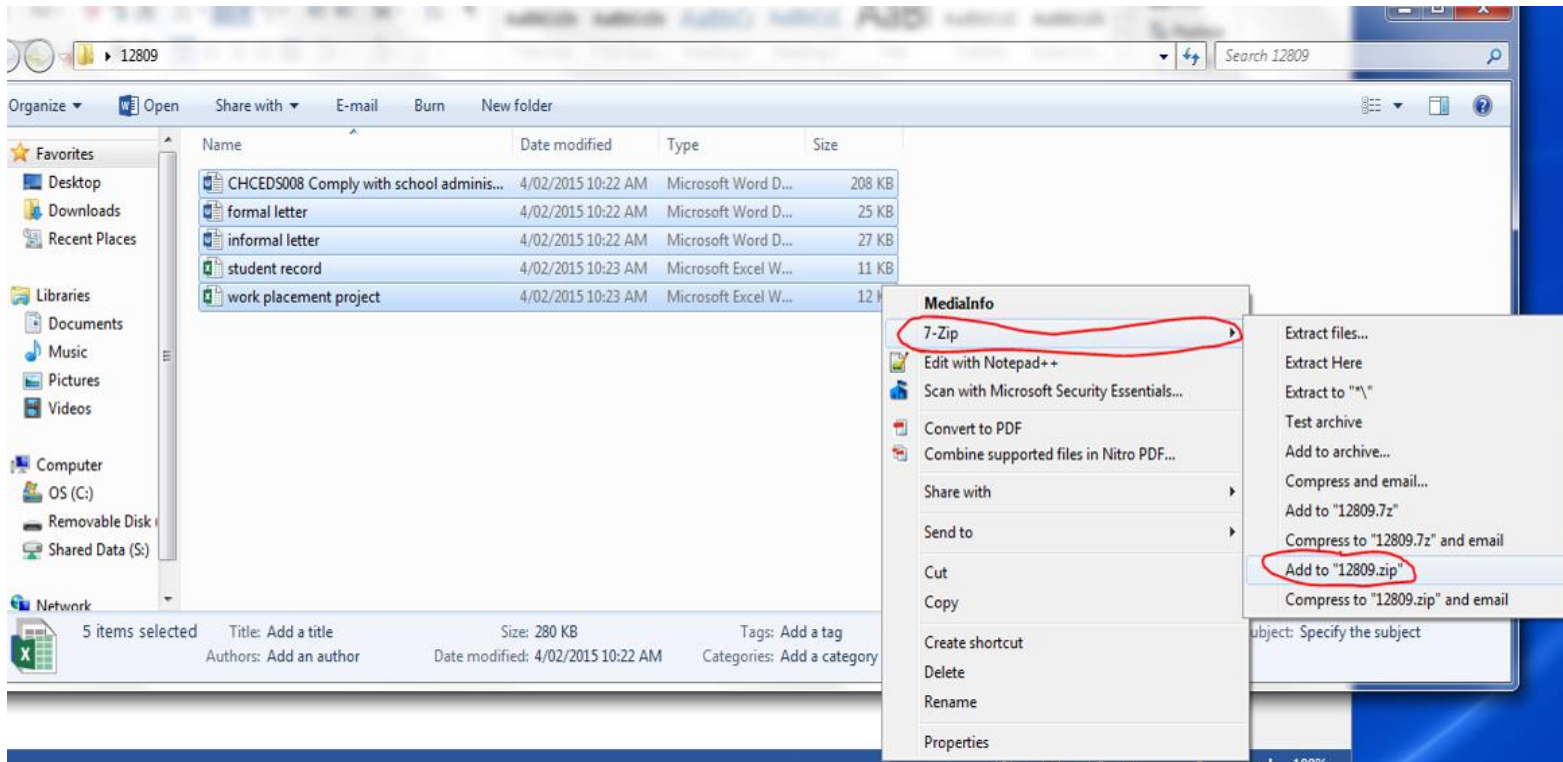
---

By default, our Moodle allows **only one file** to be submitted for one assessment. So, this is an instruction on how to upload multiple files to Moodle.

1. Go to <http://www.7-zip.org> to download 7-Zip.
2. Install 7-Zip on your PC.
3. Place all the documents that you want to upload to Moodle in **one folder**.

# How to Submit Multiple Assessments?

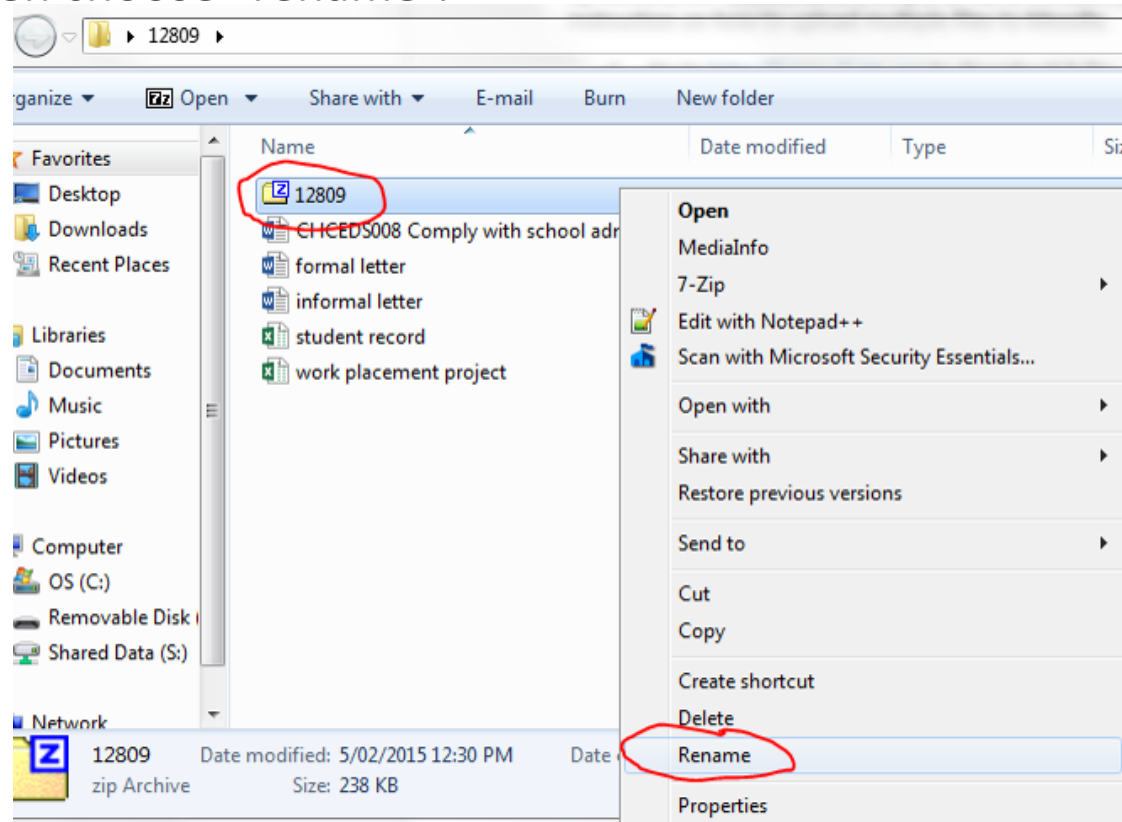
4. Select all of them and then right-click.
5. Select “7-Zip”, then select to “add to “?????.zip”” (The actual file name could be different)





# How to Submit Multiple Assessments?

6. Then, a new file would be appear in the folder. You can rename the file as your wish by right-clicking on it and then choose “rename”.



# How to Submit Multiple Assessments?

---

7. Finally, upload the zip file to moodle.

# How to Submit Assessments?

Step 1: Click on the Assessment Submission Place of the unit you want to submit.

18 ▼ HLTEN508B Apply reflective practice, critical thinking and analysis in health Topic 18

**Unit outline**

- HLTEN508B Unit outline

**Power Points**

- HLTEN508B session 1
- HLTEN508B session 2
- HLTEN508B session 3
- HLTEN508B session 4
- HLTEN508B session 5

**Pre-readings**

**Assignment**

- HLTEN508B Student Workbook
- HLTEN508B Assessment Submission Place**

Instruction:

1. Download the assignment questions from the file above.
2. Answer this on separate sheet. Use Microsoft Word, put your name and student ID and your trainer name as well on the sheet.
3. Make sure the numbering is right. JTI trainer will return any answer without proper numbering or heading.
4. Upload your finished Microsoft Word file here. Please only upload finished assessment.

# How to Submit Assessments?

---

**Step 2: Click on “Add Submission” button.**

## HLTEN508B Assessment Submission Place

Instruction:

1. Download the assignment questions from the file above.
2. Answer this on separate sheet. Use Microsoft Word, put your name and student ID and your trainer name as well on the sheet.
3. Make sure the numbering is right. JTI trainer will return any answer without proper numbering or heading.
4. Upload your finished Microsoft Word file here. Please only upload finished assessment.

### Submission status

Attempt number	This is attempt 1 ( 3 attempts allowed ).
Submission status	No attempt
Grading status	Not graded

Add submission

Make changes to your submission

**Please take note: Students are only allowed to submit 3 times. If this attempt exceeds, students will have to talk to their trainer.**

# How to Submit Assessments?

**Step 3:** After you have check everything, click “Add” or simply drag the files on the empty box as shown in the figure below then click on “save changes” to submit your assignment.

## HLTEN508B Assessment Submission Place

### Instruction:

1. Download the assignment questions from the file above.
2. Answer this on separate sheet. Use Microsoft Word, put your name and student ID and your trainer name as well on the sheet.
3. Make sure the numbering is right. JTI trainer will return any answer without proper numbering or heading.
4. Upload your finished Microsoft Word file here. Please only upload finished assessment.

▼ File submissions

 Add...  Create folder

▶ Files



  
You can drag and drop files here to add them.

# How to Submit Assessments?


**Step 4: Your assessment has been uploaded. Click on “Submit assignment” if that’s your final submission. If not, you can click on “Edit submission” to update your submission.**

## HLTEN508B Assessment Submission Place

Instruction:

1. Download the assignment questions from the file above.
2. Answer this on separate sheet. Use Microsoft Word, put your name and student ID and your trainer name as well on the sheet.
3. Make sure the numbering is right. JTI trainer will return any answer without proper numbering or heading.
4. Upload your finished Microsoft Word file here. Please only upload finished assessment.

## Submission status

Attempt number	This is attempt 1 ( 3 attempts allowed ).
Submission status	Draft (not submitted)
Grading status	Not graded
Last modified	Monday, 15 June 2015, 5:06 PM
File submissions	 HLTEN508B Assessment.docx

Edit submission

Make changes to your submission

Submit assignment

Once this assignment is submitted you will not be able to make any more changes.

# How to Submit Assessments?

---

Tick the declaration box that you have not cheated, plagiarised or colluded on doing the assessments.

Submit assignment

\*  I declare that these tasks are my own work. None of this work has been completed by any other person and I have not cheated, plagiarised or colluded with any other student. I have correctly referenced all resources and reference texts throughout this assessment task. I have read and understood Job Training Institute (JTI) policy on plagiarism, cheating and collusion and understand that if I am found to be in breach of this policy, disciplinary action may be taken against me by Job Training Institute (JTI).

Are you sure you want to submit your work for grading? You will not be able to make any more changes.

There are required fields in this form marked \*.

Please take note that after you click “Continue” you are **no longer allowed to make any changes** on your submission.

# How to Submit Assessments?

---


You will then see this page that your assessment has been submitted for marking.

## HLTEN508B Assessment Submission Place

Instruction:

1. Download the assignment questions from the file above.
2. Answer this on separate sheet. Use Microsoft Word, put your name and student ID and your trainer name as well on the sheet.
3. Make sure the numbering is right. JTI trainer will return any answer without proper numbering or heading.
4. Upload your finished Microsoft Word file here. Please only upload finished assessment.

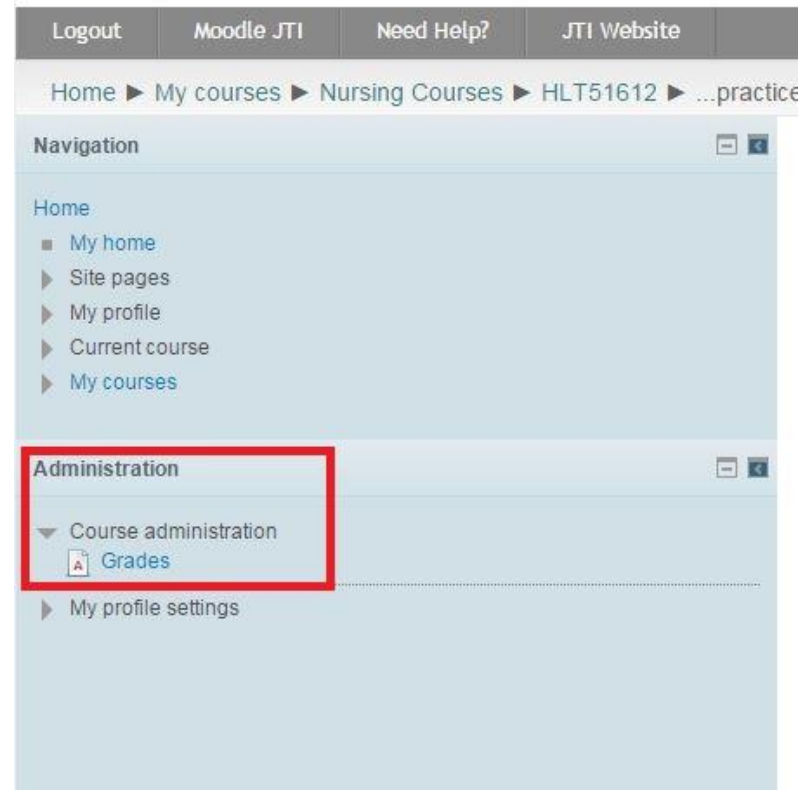
## Submission status

Attempt number	This is attempt 1 ( 3 attempts allowed ).
Submission status	Submitted for grading
Grading status	Not graded
Last modified	Monday, 15 June 2015, 5:08 PM
File submissions	 HLTEN508B Assessment.docx



# How to Check Assessment Grades?

To Check All assignments grades, you can click the “Grades” link located in the course main page.



# WiFi

---

**WiFi Name: JTI-GUE-DAN**

**Password: jobtraining**

# Now let's try!

---

<http://moodle.lms.jti.edu.au/>

# Any Technical Support

---

Please email IT at:

**its@jti.edu.au**

# Thank you 😊

---

JTI © 2015