



جامعة الكويت  
KUWAIT UNIVERSITY

# Students Moodle Guide

Electronic Learning Center

Academic Systems Department



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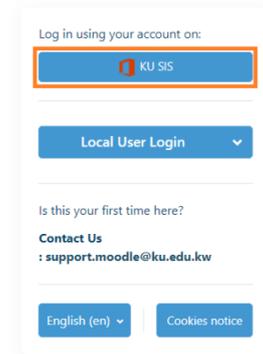
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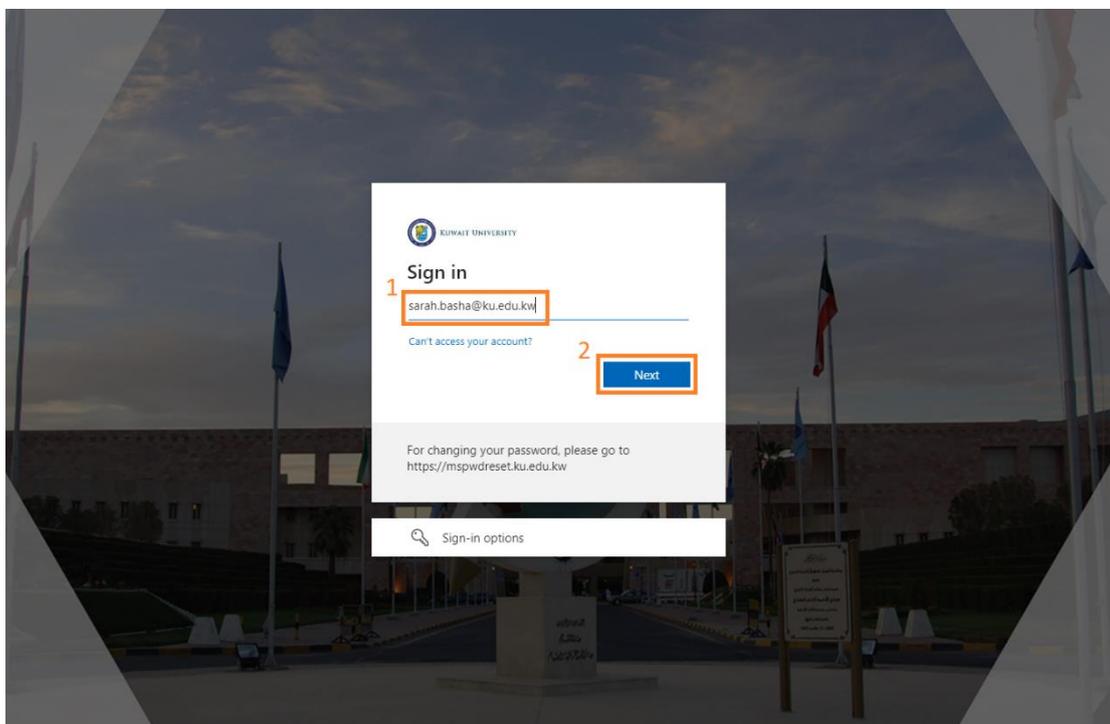
## Log in to Moodle

To log in to Moodle kindly follow these steps:

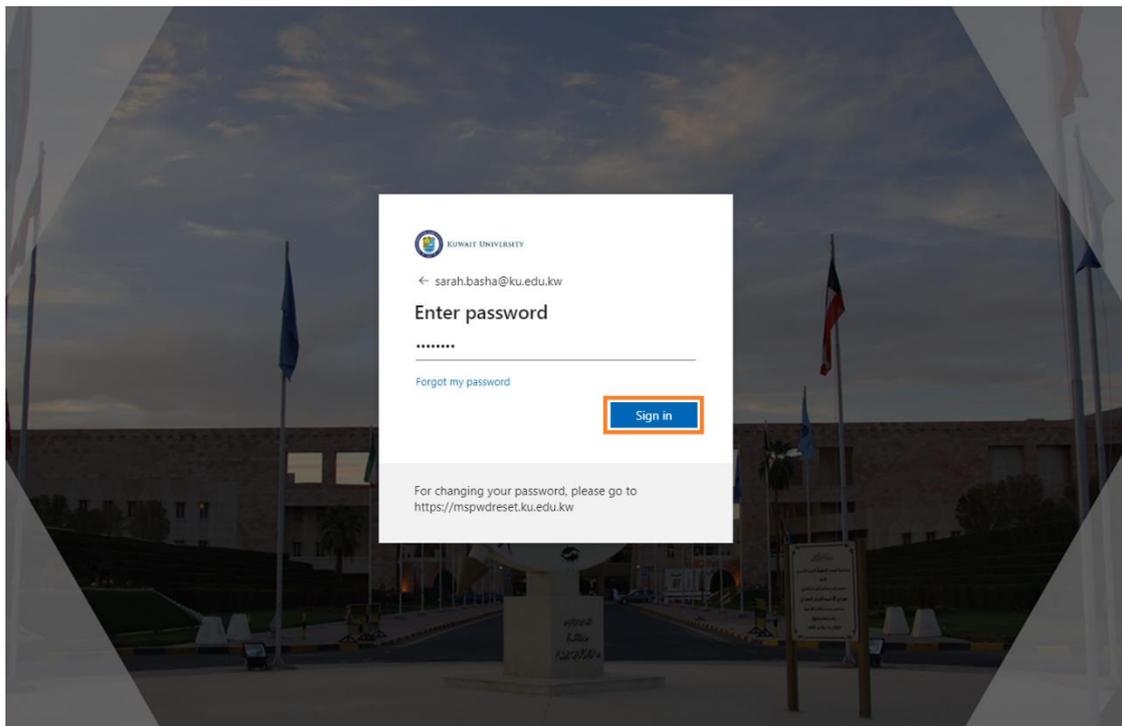
- 1- Open <https://moodle.ku.edu.kw> on your web browser and click on KU SIS.



- 2- You will be transferred to a page where you enter you KU credentials. First enter you KU Email and click on next.



3- Enter the password of your KU email and click on sign in.



## Cannot Access Moodle

If you cannot access Moodle, clear cookies, and cache of the web browser you are using.

You can use these links that can guide you on how to clear cookies and cache from web browsers:

Chrome: [Clear cache & cookies - Computer - Google Account Help](#)

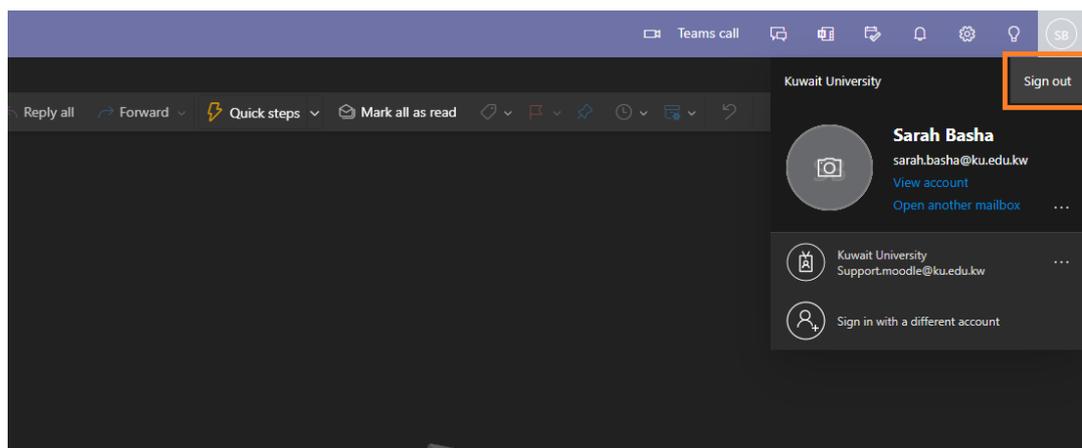
Edge: [Delete cookies in Microsoft Edge - Microsoft Support](#)

Firefox: [How to clear the Firefox cache | Firefox Help \(mozilla.org\)](#)

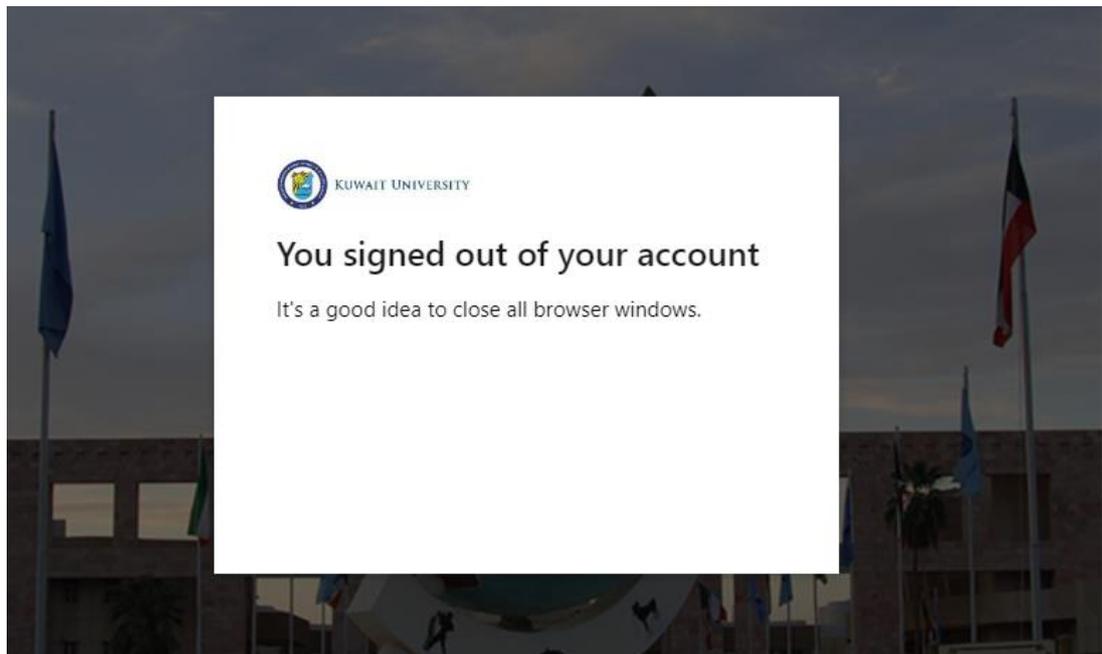
## Switch accounts

If you try to sign-in and it logs you to someone else's account, kindly follow these steps:

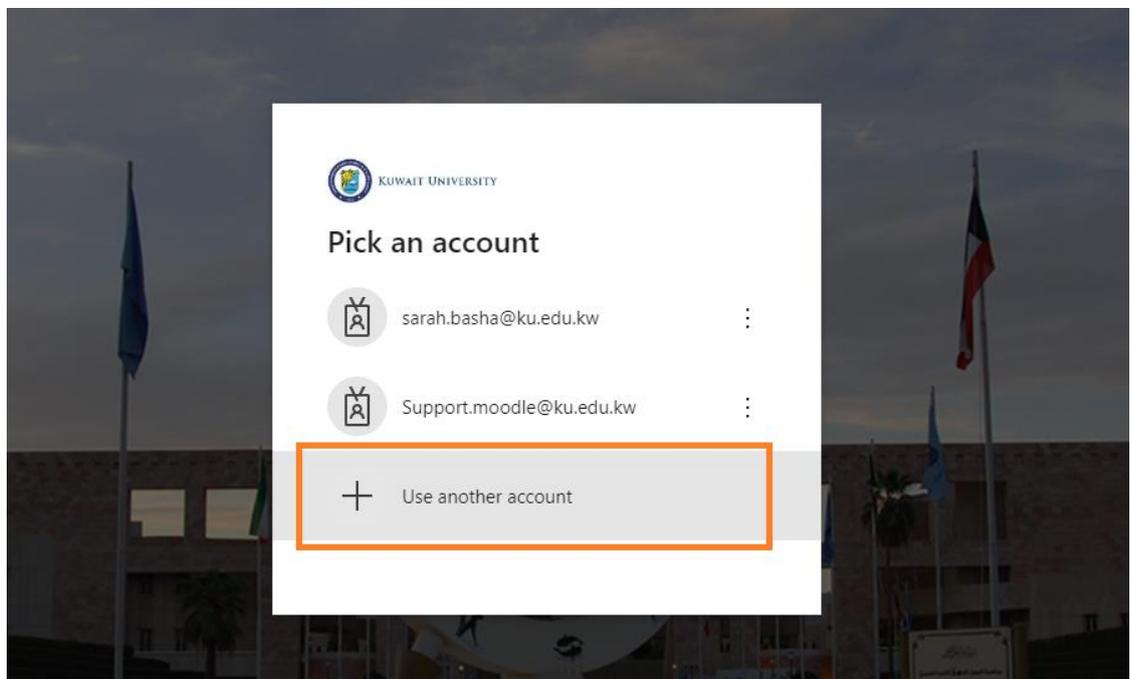
1. Open your KU outlook email, from the top right click on your account and choose sign-out.



2. Close both KU Moodle and KU email tabs.



3. Open KU Moodle again and click on KU SIS.
4. From the list choose "Use another account".



5. Enter your KU email credentials.

## Forgot Moodle Password

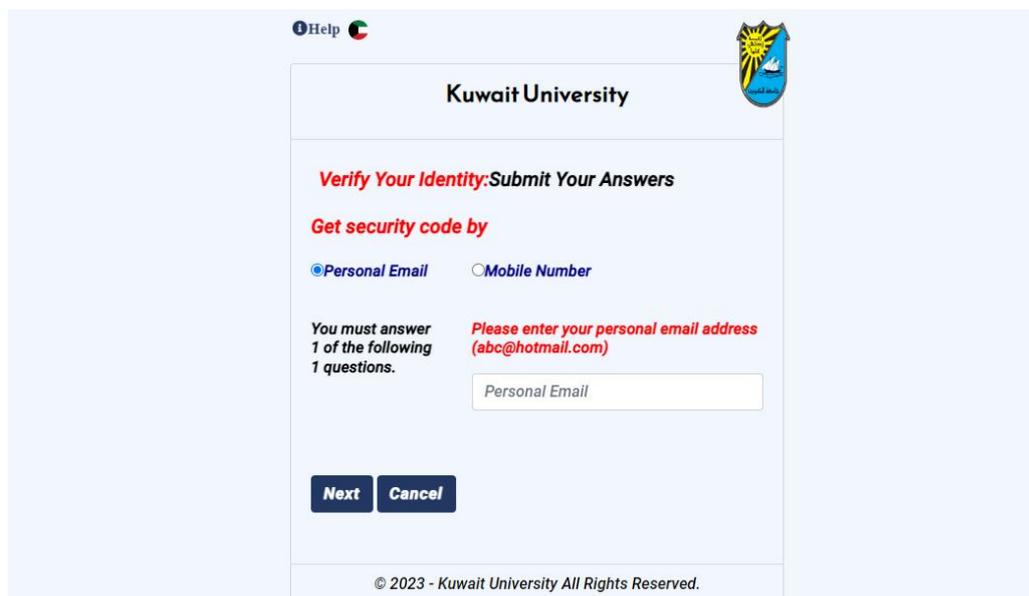
You can reset your password using this link: <https://mcpwdreset.ku.edu.kw/> and follow the instructions:

- 1- Enter you Kuwait University ID number and click on next.



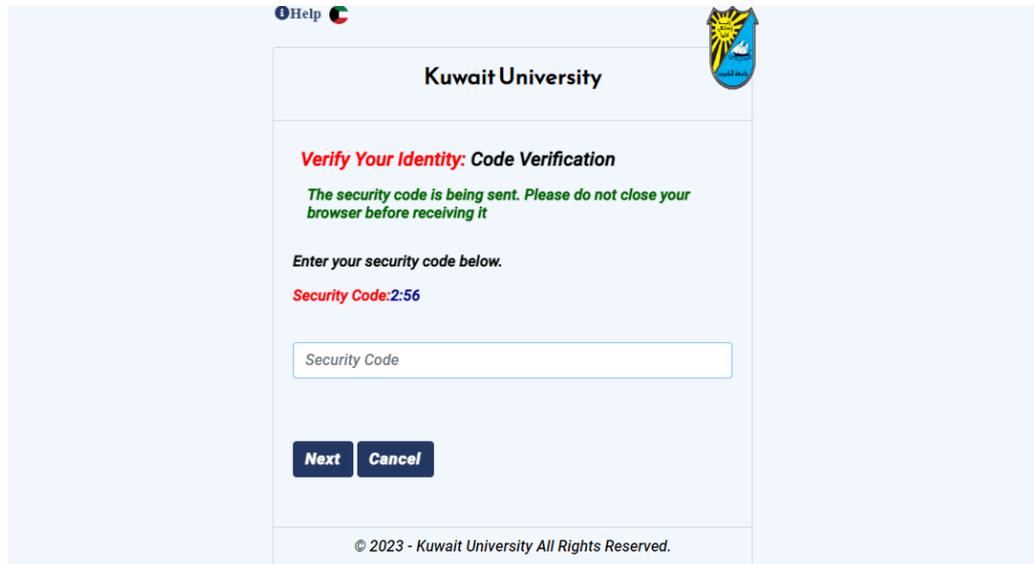
The screenshot shows the 'Login Assistant' page for Kuwait University. At the top, there is a 'Help' icon and the university's logo. The main heading is 'Kuwait University'. Below this, the text 'Login Assistant' is displayed in red. The instruction 'Please enter Kuwait University ID' is followed by a text input field labeled 'Kuwait University ID'. Below the input field, there are 'Examples:' listed as '214xxxxxxx' and '21209986'. A blue 'Next' button is positioned below the examples. At the bottom of the page, the copyright notice '© 2023 - Kuwait University All Rights Reserved.' is visible.

- 2- You can choose to receive a security code on your personal email or mobile number to verify your identity.



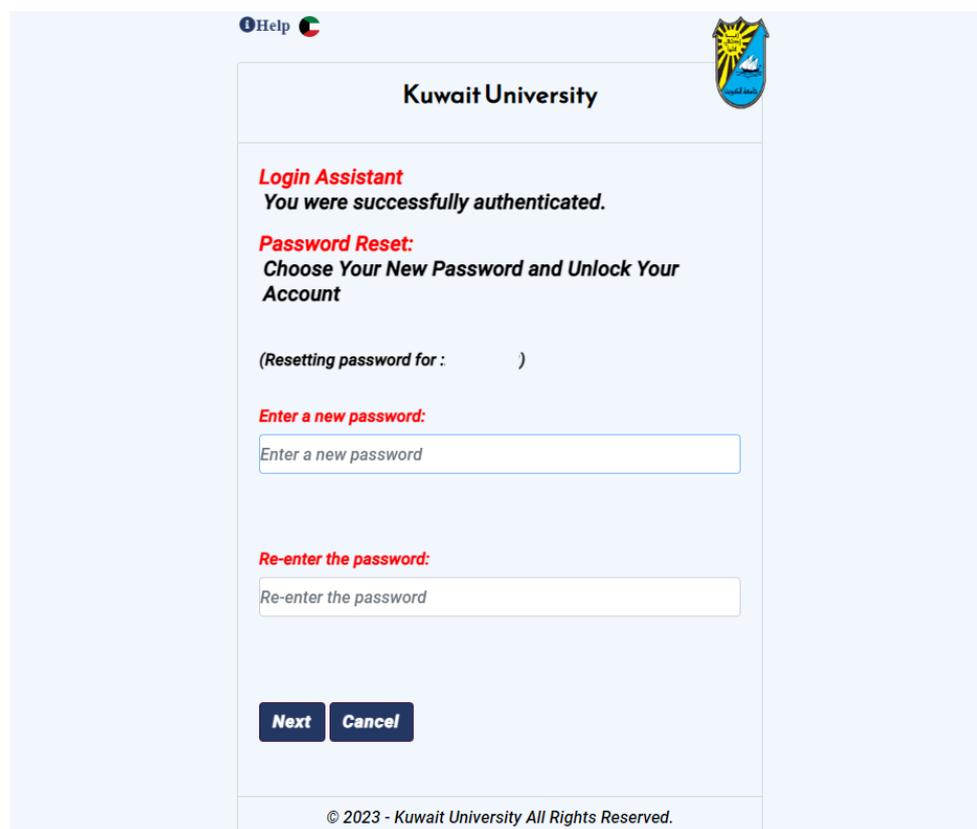
The screenshot shows the 'Verify Your Identity: Submit Your Answers' page for Kuwait University. At the top, there is a 'Help' icon and the university's logo. The main heading is 'Kuwait University'. Below this, the text 'Verify Your Identity: Submit Your Answers' is displayed in red. The instruction 'Get security code by' is followed by two radio button options: 'Personal Email' (which is selected) and 'Mobile Number'. Below these options, there is a text input field labeled 'Personal Email'. To the left of the input field, the text 'You must answer 1 of the following 1 questions.' is displayed. To the right of the input field, the text 'Please enter your personal email address (abc@hotmail.com)' is displayed. Below the input field, there are two buttons: 'Next' and 'Cancel'. At the bottom of the page, the copyright notice '© 2023 - Kuwait University All Rights Reserved.' is visible.

- 3- You must enter the security code you receive within three minutes of requesting to change your password.



The screenshot shows the 'Kuwait University' login interface. At the top, there is a 'Help' icon and the university's crest. The main heading is 'Kuwait University'. Below this, the section is titled 'Verify Your Identity: Code Verification'. A green message states: 'The security code is being sent. Please do not close your browser before receiving it'. Below this, it says 'Enter your security code below.' and 'Security Code: 2:56'. There is a text input field labeled 'Security Code'. At the bottom of the form are two buttons: 'Next' and 'Cancel'. A copyright notice at the very bottom reads '© 2023 - Kuwait University All Rights Reserved.'

- 4- After verifying your identity, you enter your new password twice and click on "next".



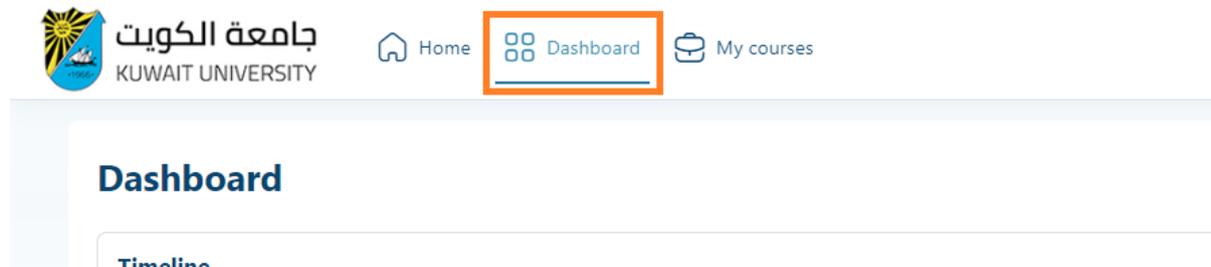
The screenshot shows the 'Kuwait University' password reset interface. At the top, there is a 'Help' icon and the university's crest. The main heading is 'Kuwait University'. Below this, the section is titled 'Login Assistant' with the message 'You were successfully authenticated.' followed by 'Password Reset: Choose Your New Password and Unlock Your Account'. Below this, it says '(Resetting password for : )'. There are two text input fields: the first is labeled 'Enter a new password:' and the second is labeled 'Re-enter the password:'. At the bottom of the form are two buttons: 'Next' and 'Cancel'. A copyright notice at the very bottom reads '© 2023 - Kuwait University All Rights Reserved.'

5- You will receive a message that the password was reset successfully.



## Dashboard

The dashboard is a tab always visible through the Moodle pages that can give you a quick access to your courses.



The dashboard has Timeline, Recently accessed courses, and the Moodle calendar.

### Dashboard

#### Timeline

Next 7 days ▾
Sort by dates ▾
Search by activity type or name

---

**Wednesday, 8 February 2023**

10:38 **open area**  
Chat requires action - fatmahajeri

---

**Friday, 10 February 2023**

00:00 **Android Mobile Assignment**  
Assignment is due - SarahBash

---

**Saturday, 11 February 2023**

18:00 **lulu test**  
Assignment is due - fatmahajeri

#### Recently accessed courses

SarahBash  
Test Drive

LuTest  
Miscellaneous

fatmahajeri  
Miscellaneous

Grades course  
Miscellaneous

test unified raghad  
Miscellaneous

TD - FAhr  
Test Drive

#### Calendar

All courses ▾

← January
**February 2023**

Mon	Tue	Wed	Thu	Fri
		1 <span style="color: red;">●</span> lulu test opens <span style="color: red;">●</span> Lu1 test is due	2	3

## Timeline

First you will be able to see the timeline when you click the dashboard tab, it has the upcoming activities with their due dates.

The screenshot shows the Moodle Timeline interface. At the top, there are filters for 'Next 7 days' and 'Sort by dates', along with a 'Search by activity' input field. The timeline is organized by date:

- Wednesday, 8 February 2023**: 10:38 **open area** (Chat icon) - Chat requires action · fatmahajeri
- Friday, 10 February 2023**: 00:00 **Android Mobile Assignment** (Assignment icon) - Assignment is due · SarahBash
- Saturday, 11 February 2023**: 18:00 **lulu test** (Assignment icon) - Assignment is due · fatmahajeri

Clicking on an activity from the timeline will take you to the page of that content. Clicking on an assignment will open the submission page where you can upload a file by clicking on add submission.

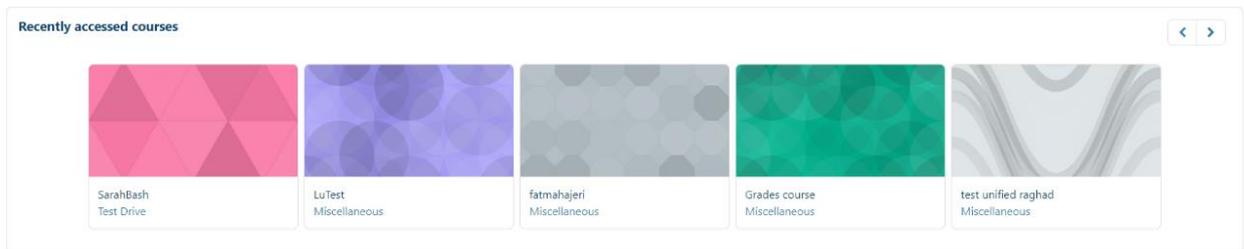
The screenshot shows the 'Android Mobile Assignment' submission page. On the left is a navigation menu for 'KUWAIT UNIVERSITY' with options like 'General', 'Attendance', and 'Android Mobile Assignm...'. The main content area includes:

- Assignment title: **Android Mobile Assignment**
- Buttons: 'Mark as done', 'View all submissions', 'Grade', and 'Add submission' (highlighted with an orange box).
- Assignment details:
  - Opened: Sunday, 5 February 2023, 12:00 AM
  - Due: Friday, 10 February 2023, 12:00 AM
- Grading summary** table:
 

Hidden from students	No
Participants	3
Submitted	0
Needs grading	0
Time remaining	2 days 10 hours

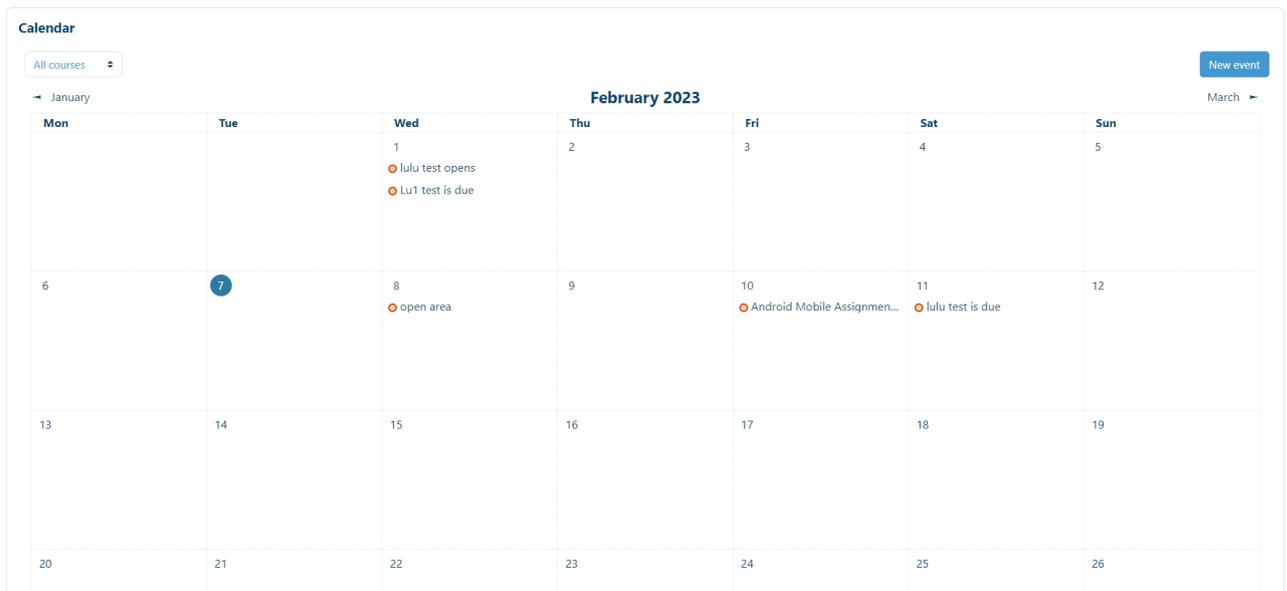
## Recently accessed courses

The second section of the Dashboard tab has all the courses you accessed recently. Clicking on one of the courses will take you to the course page.



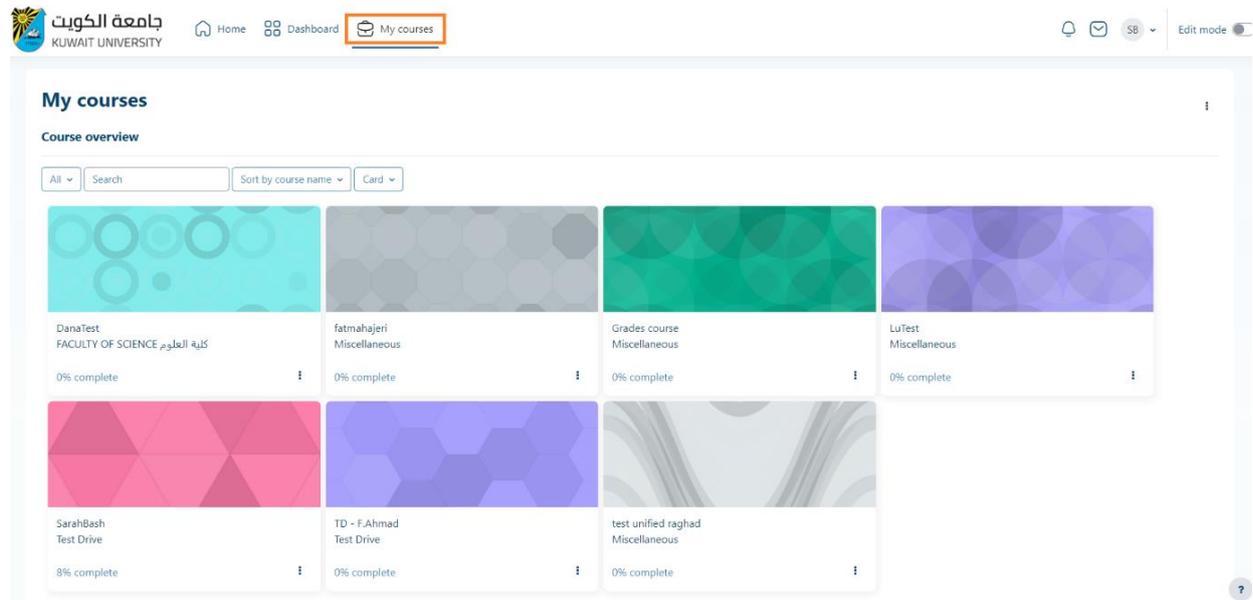
## Moodle Calendar

The faculty members and students can view assignments submission dates, quizzes, and exams for each course in the academic semester in the calendar.

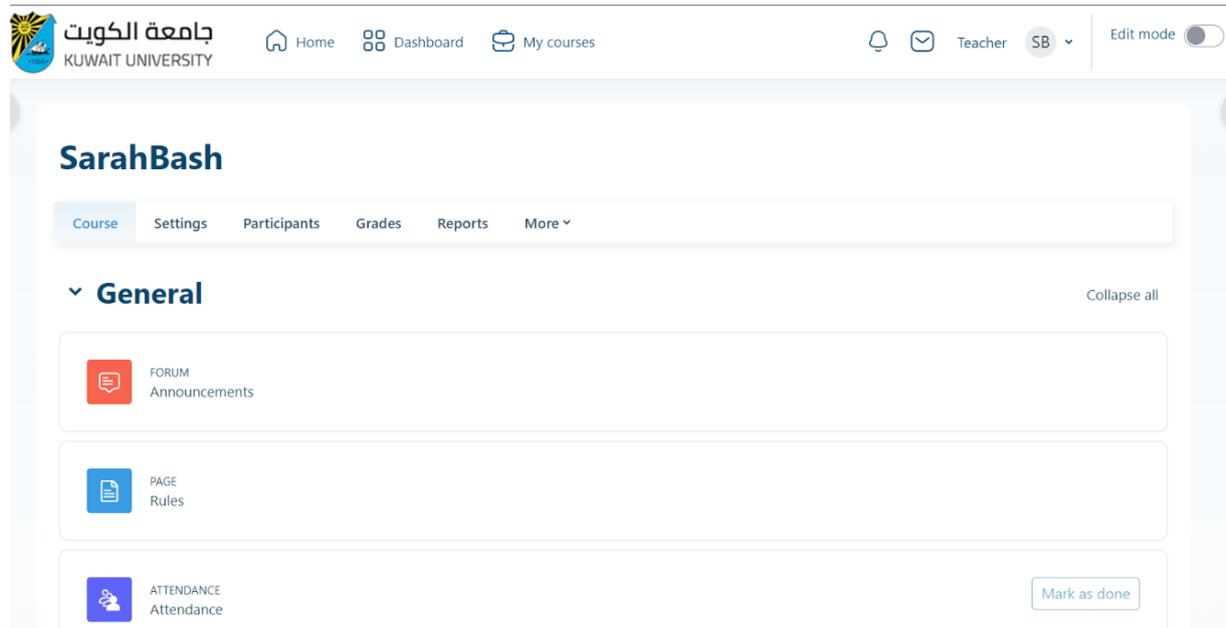


## My courses

My courses tab is also visible in Moodle website pages. It opens a page to all the courses you are enrolled in either a student or a faculty member.



Clicking on one of the courses will open the course page with all its content added by the faculty members.



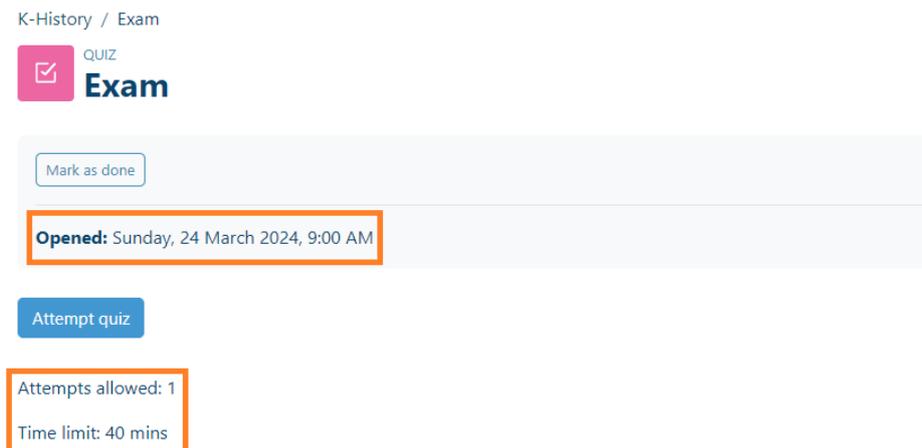
## Quiz

Open the course of the quiz you want to attempt and follow the steps:

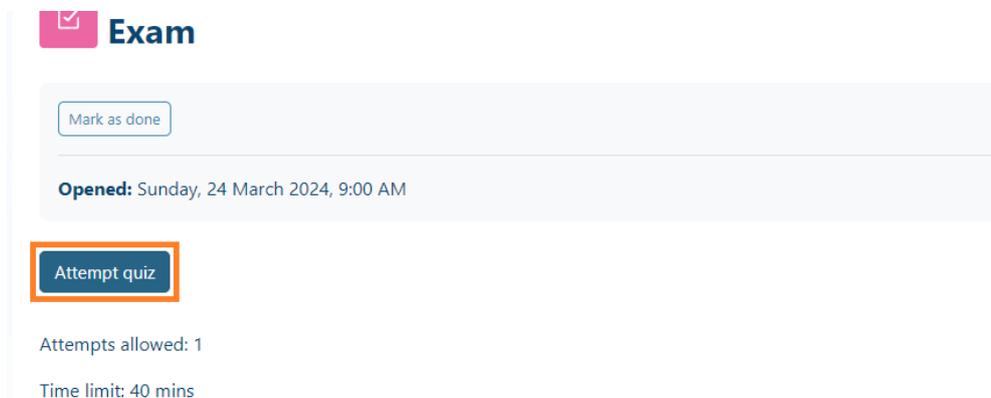
1. Open the quiz by clicking on the activity in the course.



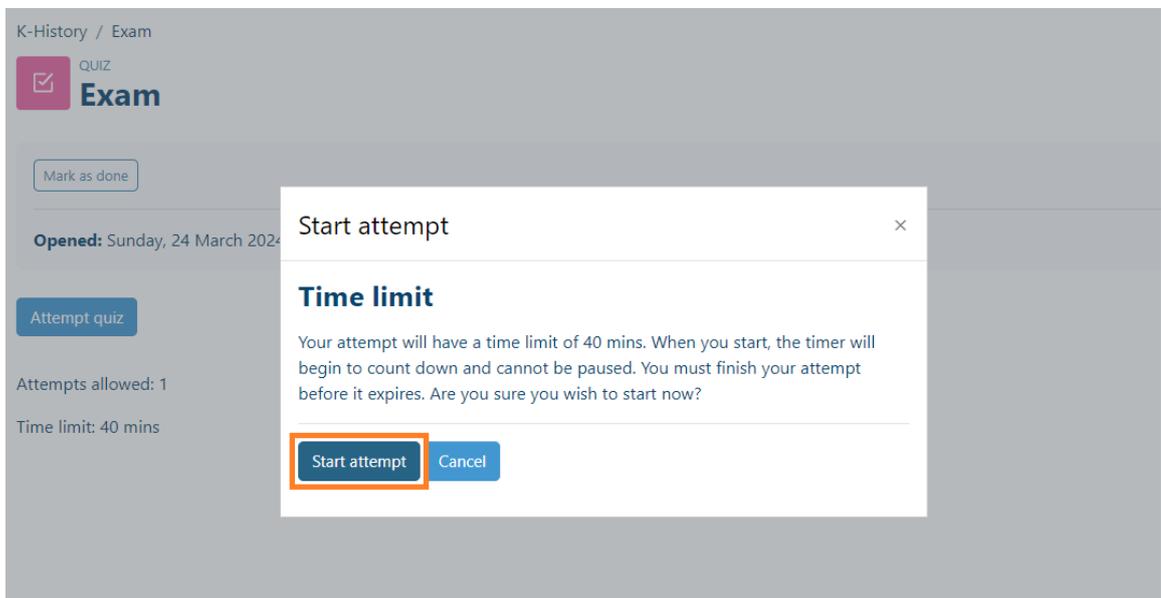
2. You will be able to view the exam\quiz information.



3. Click on “Attempt quiz” button to start your attempt.



- You will get a message about the quiz\exam time limit, click on “start Attempt” after reading the message.



Quiz Attempt page:

**Quiz navigation**

1 2 3 4 5

Finish attempt ...

**Exam timer**  
Time left 0:34:56

**Question grade**  
Marked out of 2.00

**Navigating exam questions:**

- You can skip a question by clicking on the next one.
- Unanswered questions will be blank.
- Answered questions will have a blue ribbon.
- Incomplete answers will have a red triangle.

5. Answer the questions of the exam and click on next page under each question.

Time left 0:36:31

**Question 1**  
Not yet answered  
Marked out of 2.00  
Flag question

What is the answer to the questions below.  
what is the area of a square of length 4 cm and height 24 cm?

Next page

6. After answering all the exam’s questions, click on “Finish attempt”.

**Question 5**  
Answer saved  
Marked out of 2.00  
Flag question

When did Kuwait gets its independence from Britain?

a. 1691  
 b. 1961  
 c. 1861

Clear my choice

Previous page

Finish attempt ...

7. Click on submit and finish twice.

5 Answer saved

Return to attempt

Time left 0:29:10

This attempt must be submitted by Sunday, 24 March 2024, 9:43 AM.

Submit all and finish

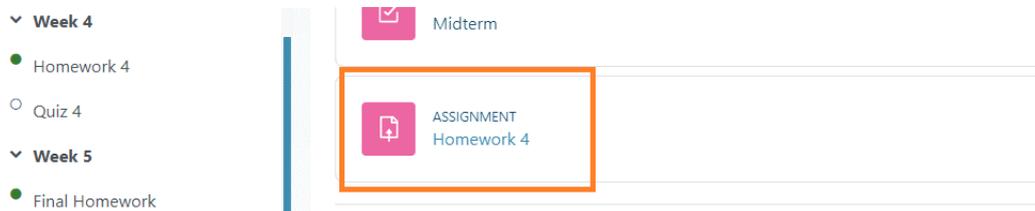
**Submit all your answers and finish?** ×

Once you submit your answers, you won't be able to change them.

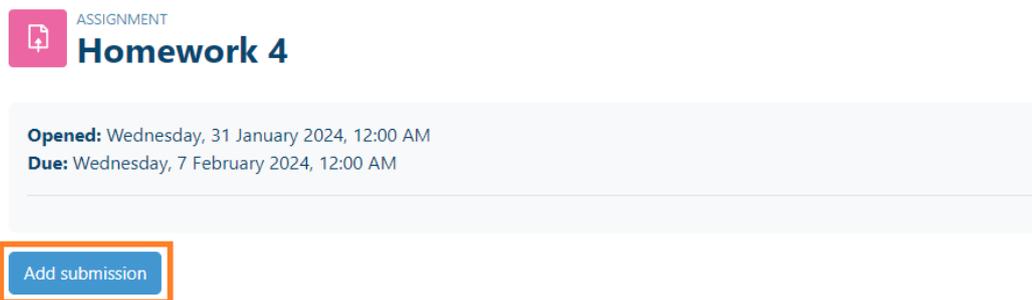
Cancel Submit all and finish

## Assignment

1. Open the homework by clicking on the activity in the course page.



2. Click on “Add Submission”.



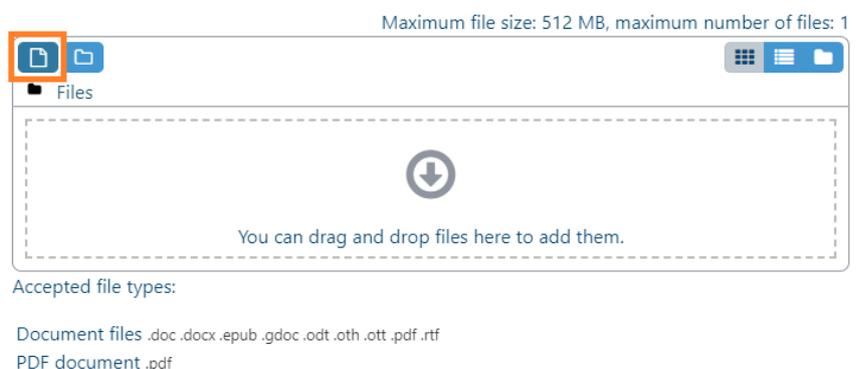
### Submission status

<b>Attempt number</b>	This is attempt 1.
<b>Submission status</b>	No submissions have been made yet
<b>Grading status</b>	Not graded
<b>Time remaining</b>	6 days 12 hours remaining

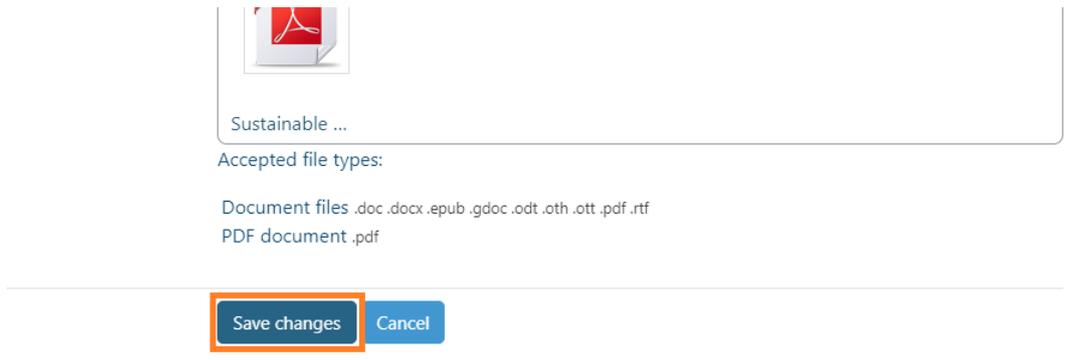
3. Click on the document symbol and choose the file from your computer to upload your homework.

### ▼ Add submission

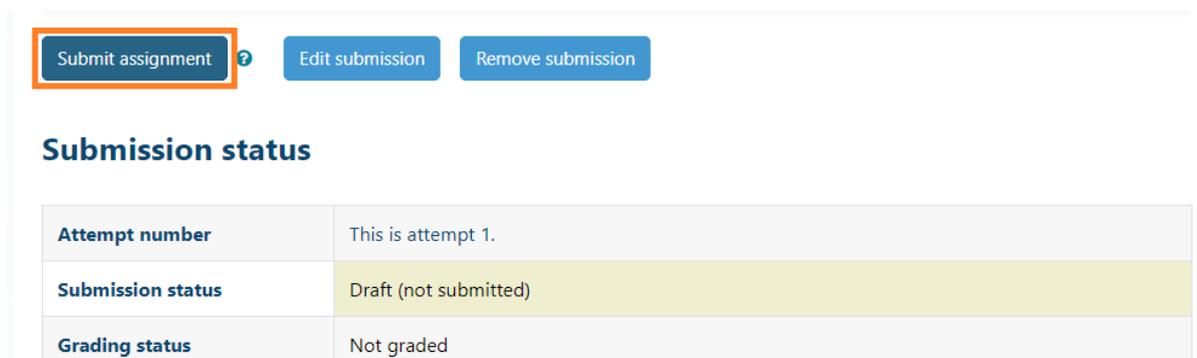
File submissions



4. Then click on “Save changes”.



5. You must click on “Submit assignment” to upload your file for the homework.



6. The submission status table will be green once the file is submitted.

**Submission status**

<b>Attempt number</b>	This is attempt 1.
<b>Submission status</b>	Submitted for grading
<b>Grading status</b>	Not graded
<b>Time remaining</b>	Assignment was submitted 6 days 11 hours early
<b>Last modified</b>	Wednesday, 31 January 2024, 12:04 PM
<b>File submissions</b>	<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;">  Sustainable Development Suggestions.pdf 31 January 2024, 12:03 PM   Turnitin status: Queued             </div>
<b>Submission comments</b>	<ul style="list-style-type: none"> <li>▶ Comments (0)</li> </ul>

## KU Moodle Application



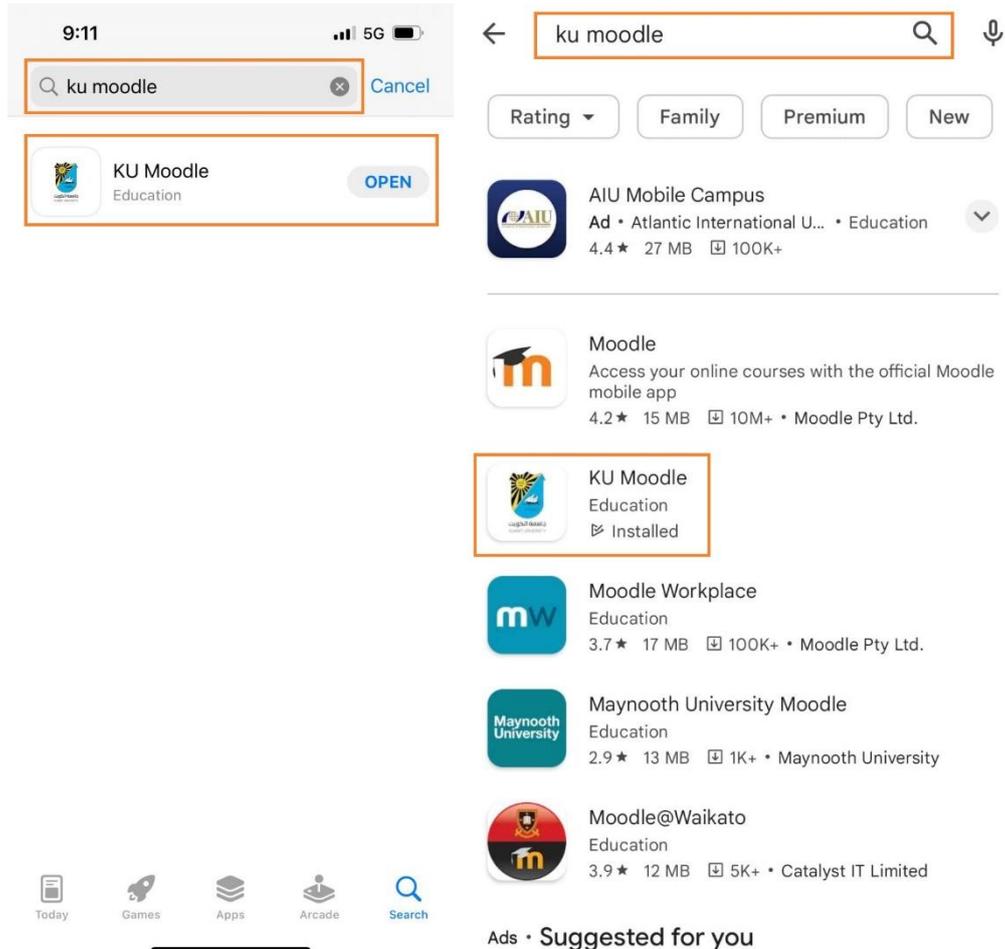
Kuwait University Moodle application can be used for an easier and quick access to the Moodle courses you are enrolled in.

- 1- You will be able to upload assignment files from your mobile phone.
- 2- Attempt quizzes on the application.
- 3- Open and view PDF files and Office files.
- 4- H5P content can be viewed and attempted.
- 5- View video, audio, image files using the application.
- 6- Open database and view add to the content.
- 7- You can add topics, replies, and add files to a Forums activity.
- 8- You will also be able to use the application offline.
  - If you want to upload a file or attempt a quiz offline, once your mobile phone gets connected to the internet, the application will synchronize your file upload and attempts automatically.
  - You are only allowed to attempt quizzes offline if the quiz has no time limit set.

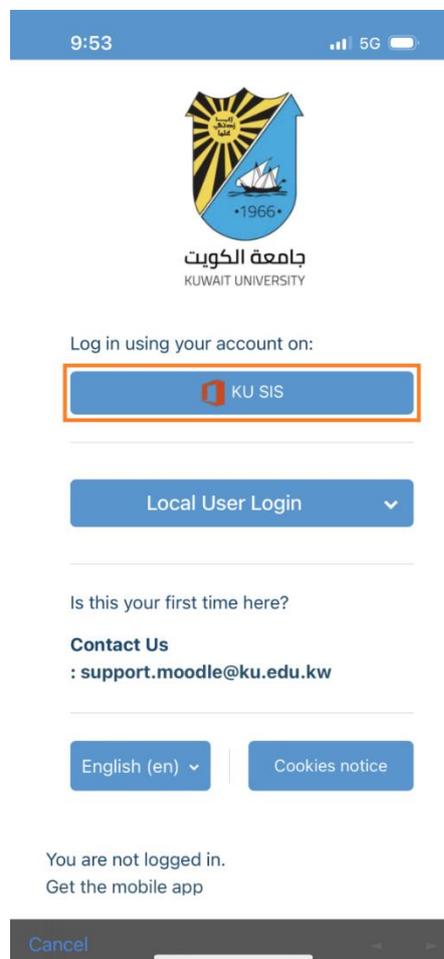
## Download KU Moodle Application

The KU Moodle Application is available for download on the IOS App store and Android.

- 1- Search for “KU Moodle” in the applications store on your mobile phone and download the application.



- 2- Once it is downloaded, open the application and sign-in to Moodle by clicking on “KU SIS” and entering you Kuwait University email and password.



3- You will be able to view the Timeline with the upcoming activities, Recently accessed item, Latest badges granted, and course overview.

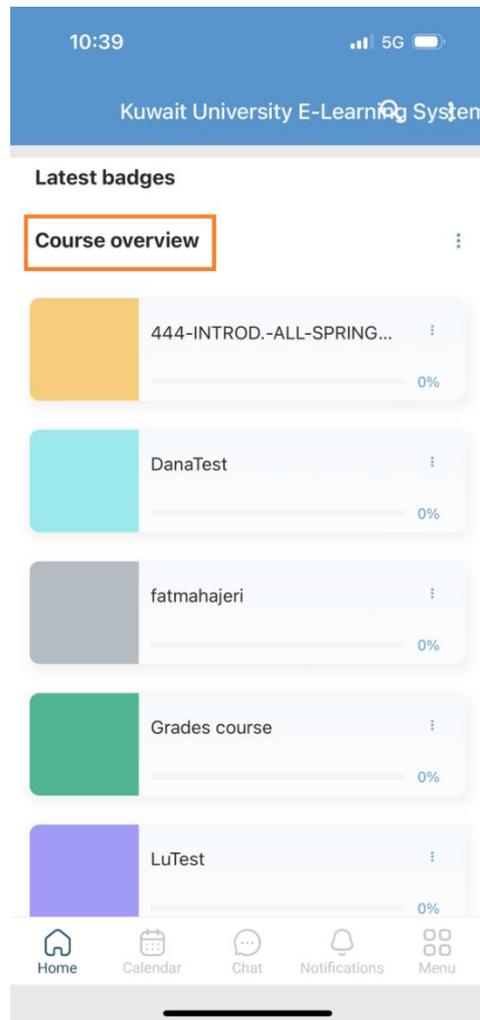
The screenshot displays a Moodle user dashboard with the following sections:

- Timeline**: Shows a notification for "Homework 2 is due" by "LuTest" with a "00:00" timer and an "Add submission" link.
- Recently accessed items**: Displays a list of items, including "Case Study 2 Theory" by "SarahBash" and a partially visible "Cla" item by "Sara".
- Latest badges**: A message stating "You have no badges to display".
- Course overview**: Shows a progress bar for "444-INTROD.-ALL-SPRING..." at 0% and a "DanaTest" item.

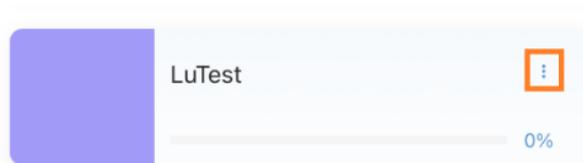
IOS users

**For IOS users, to use the application offline you will need to download the courses first.**

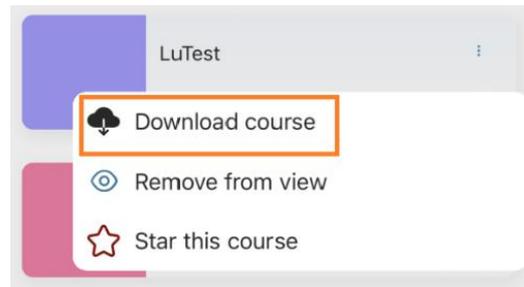
1- Scroll down to the course overview section.



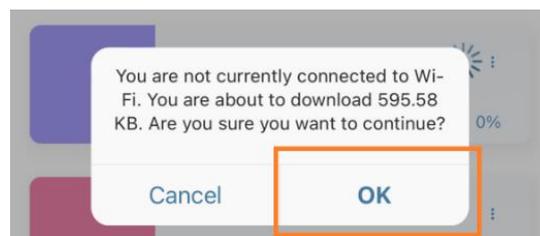
2- On the right side of each course, click on the three dots.



3- Click on download course.



4- If you are not connected to wi-fi, the application will require your approval to download the course on the mobile data.



## Upload files into KU Moodle Application

You can upload different types of files to KU Moodle application from your mobile phone library.

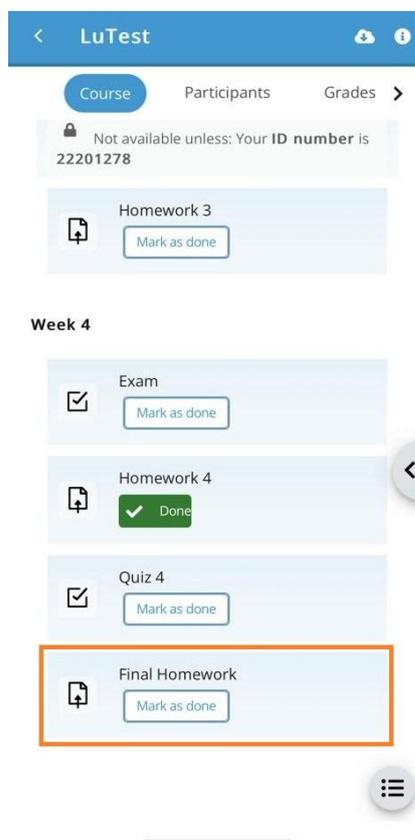
The types of files are:

- Document files such as PDF, Microsoft Word (docx), Excel (xlsx), PowerPoint (pptx).
- Audio, image, video files.

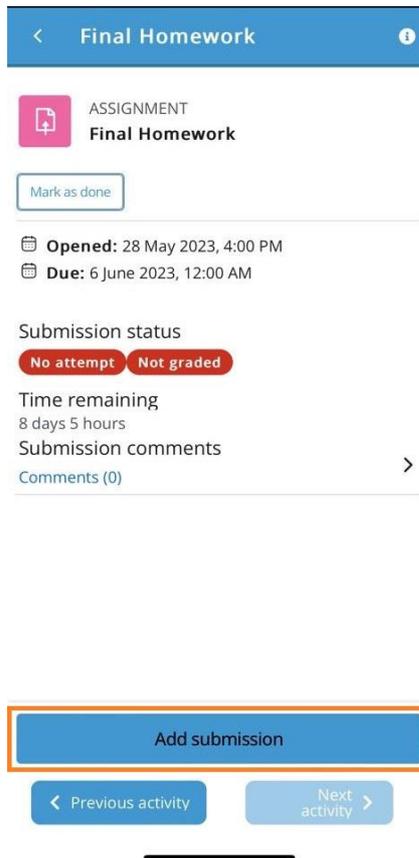
### Assignment

You can upload files and reports to submit a homework or an assignments through your mobile phone.

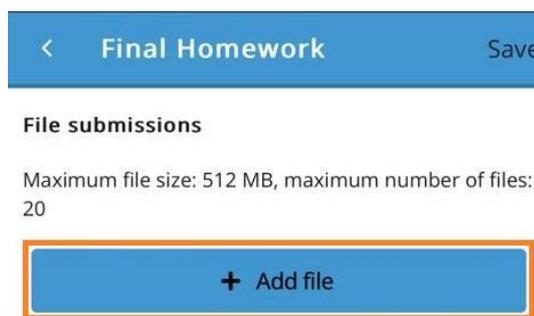
1- Open the assignment you need to submit a file to.



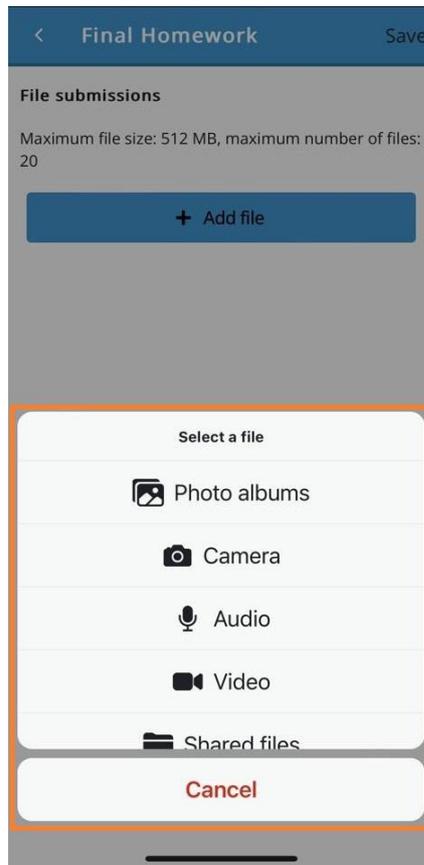
2- Click on add submission at the bottom of the screen.



3- In the file submissions page click on "+ Add file".

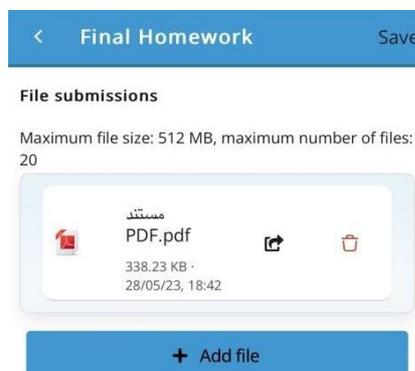


4- A list will pop-up and you can choose the type of file you want to upload.

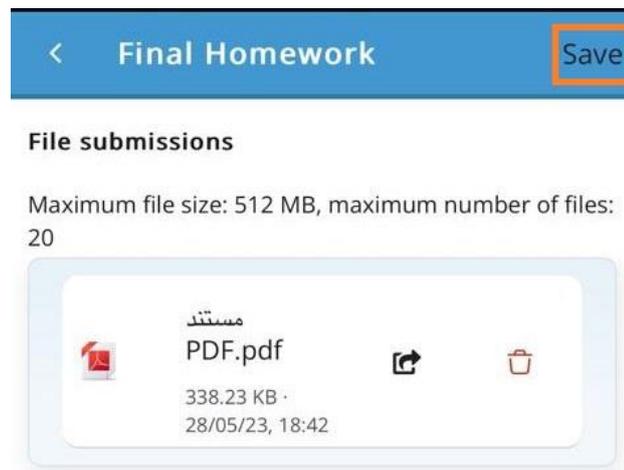


5- Choose the file you are supposed to submit from your phone library.

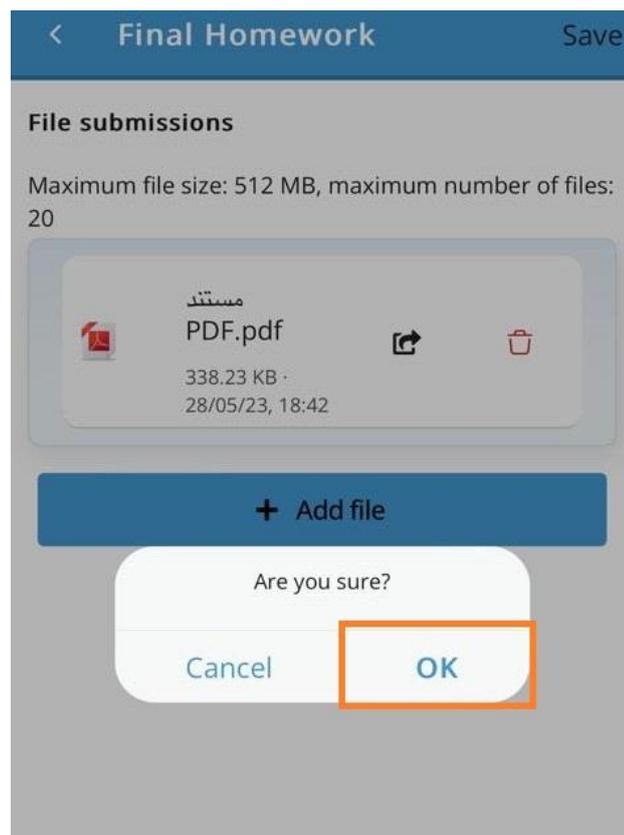
- If your teacher allows multiple files uploads, you click on “+ Add file” and repeat the same step.



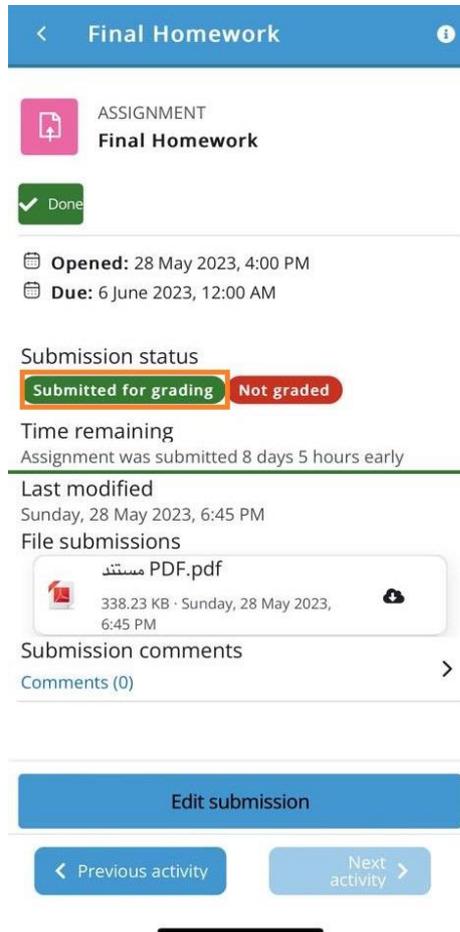
6- Click on "Save" at the top left of the screen.



7- Click on "Ok".



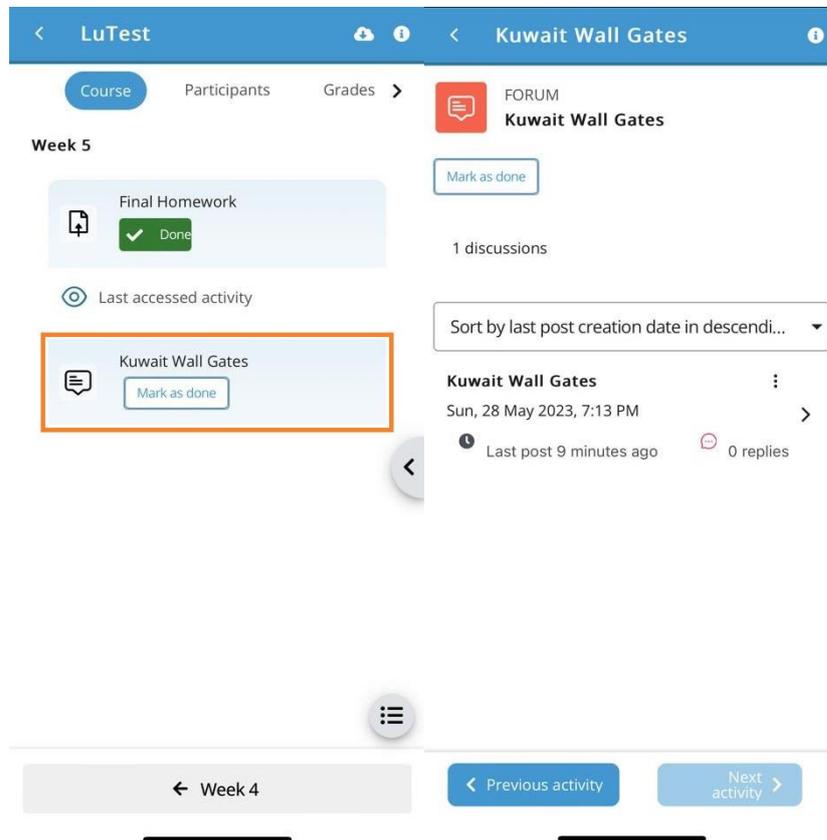
8- You will be transferred to the assignment page; under the submission status it will say “Submitted for grading”.



Forums

You can upload files to the forum activity.

1- Open the forum page.



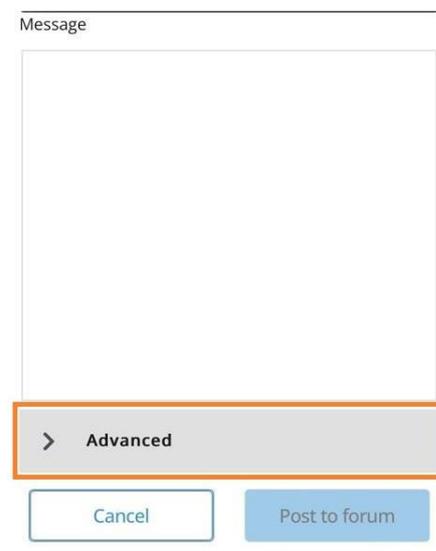
2- Click on the discussion to add a reply.



3- Click on “Reply” and write a message.



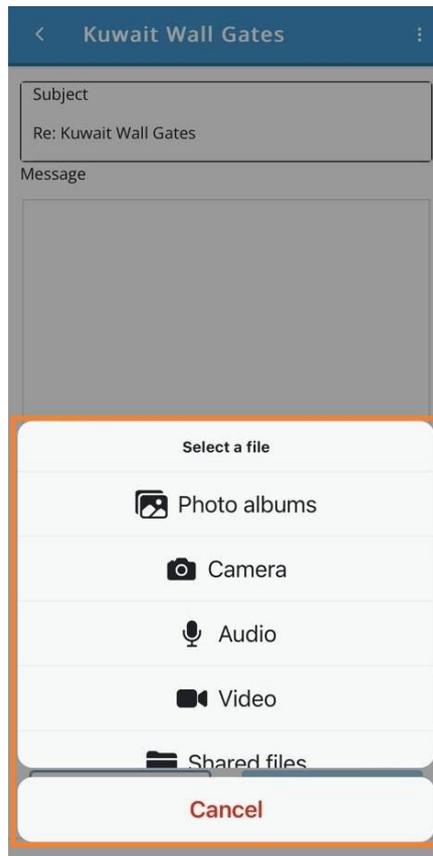
4- At the bottom of the screen, click on “Advanced”.



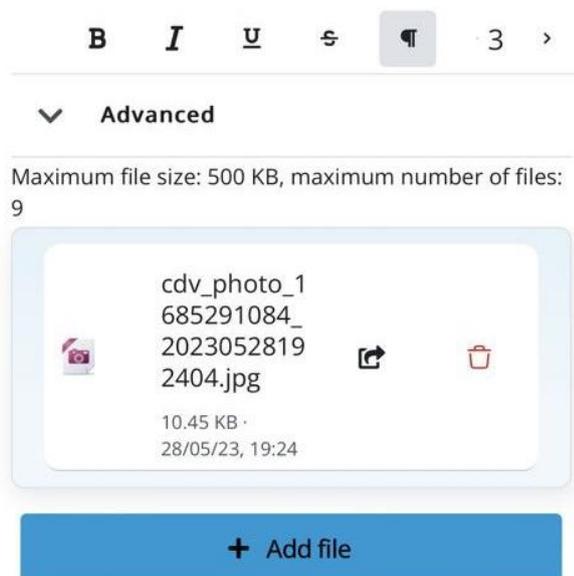
5- Click on “+ Add file”.



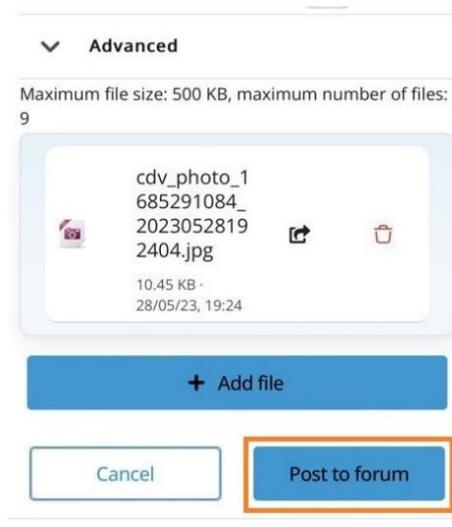
6- From the menu select the type of file you want to upload.



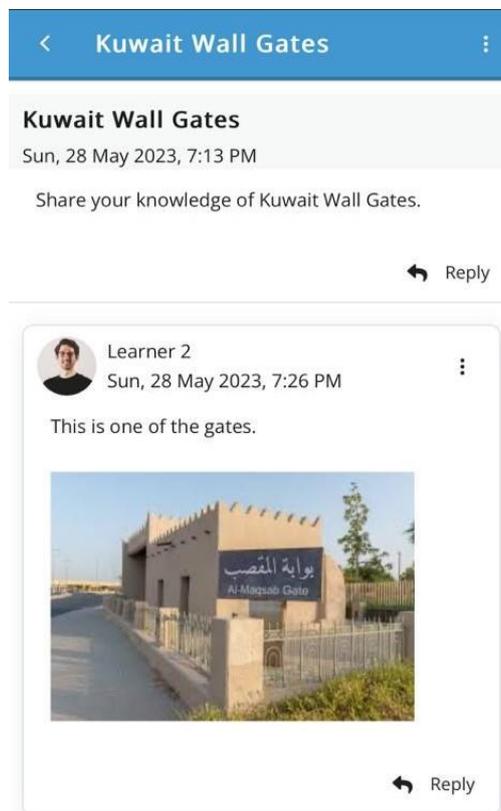
7- Choose the file from your phone's library.



8- Click on “Post to forum” at the bottom of screen.



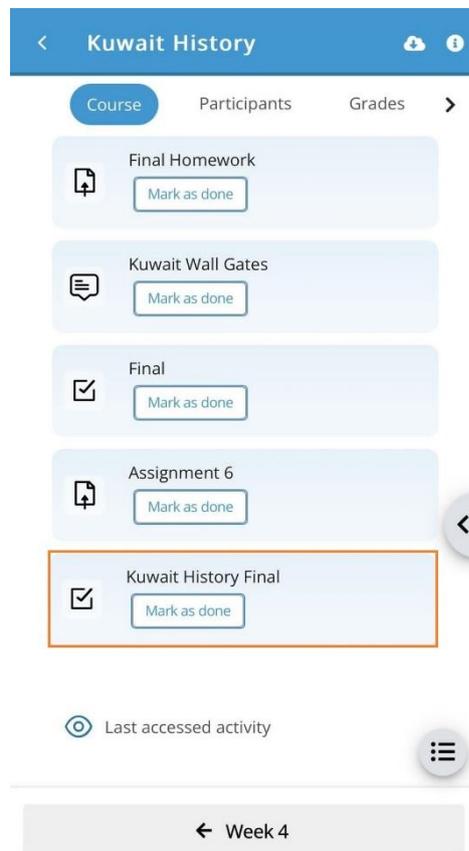
9- You will see your reply in the forum main page.



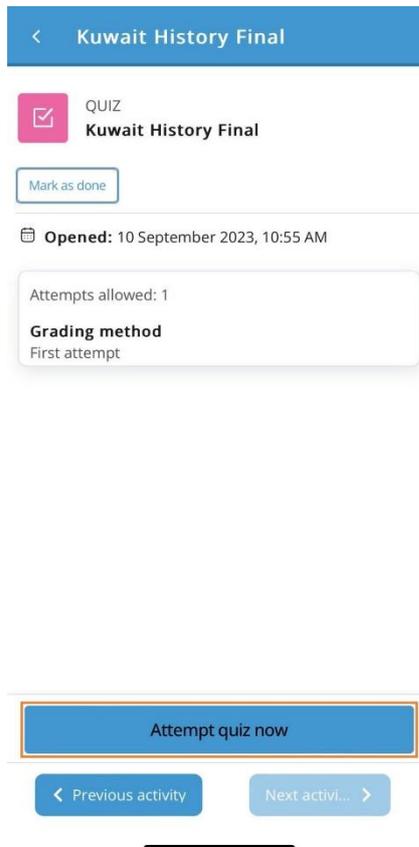
## Attempt Quiz/Exam in KU Moodle Application

You can attempt and submit quizzes/exams on the KU Moodle Application. If your teacher allows you to take a test on your mobile device, open the KU Moodle application and access the course of the test.

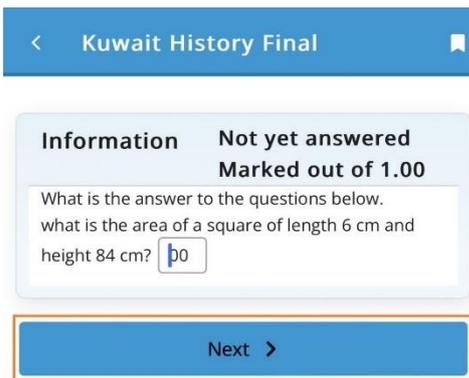
- 1- Open the test you must attempt.



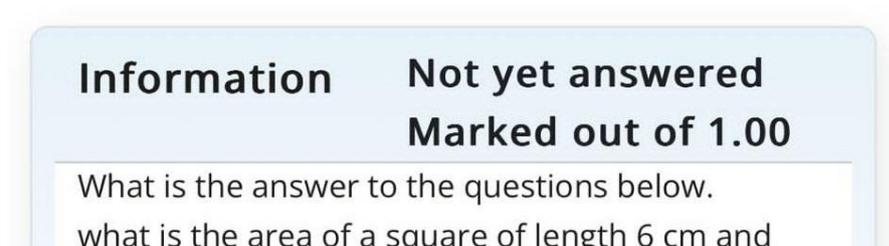
2- Click on “Attempt quiz now”.



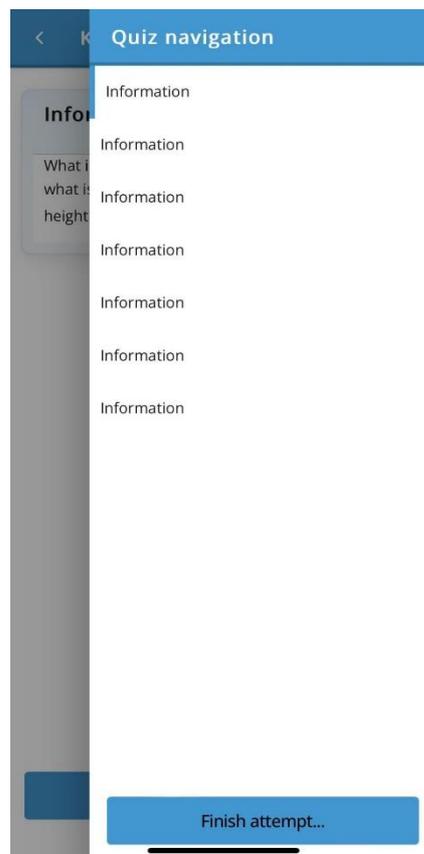
3- When you answer a question click on “Next” to go to another question.



- You can skip a question by clicking on the bookmark symbol at the top right corner.



- From the list you can choose another question to answer.



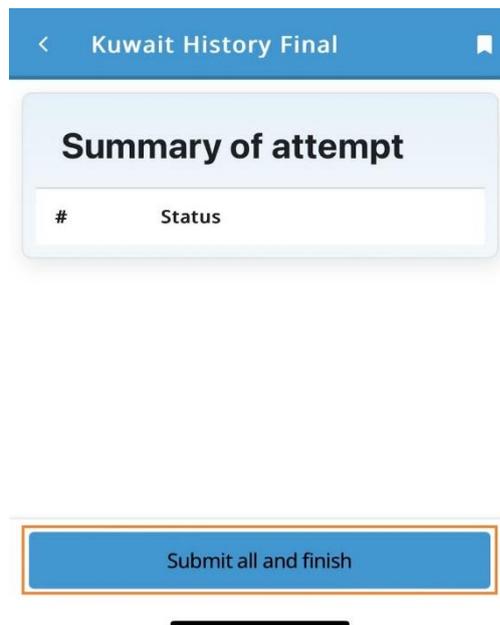
- You can click on “Previous” if you need to change the answer of the previous question.

The screenshot shows a Moodle quiz question interface. At the top, there is a blue header bar with a back arrow, the text "Kuwait History Final", and a bookmark icon. Below the header, the question is displayed in a light blue box. The question text is "What is the longest river in the world?". The status bar above the question indicates "Information" and "Not yet answered", with a score of "Marked out of 2.00". There are four radio button options: "a. Nile", "b. Yellow", "c. Amazon", and "d. Congo". Below the options is a "Clear my choice" button. At the bottom of the question box, there are two navigation buttons: "Previous" (with a left arrow) and "Next" (with a right arrow). The "Previous" button is highlighted with an orange border.

- 4- When you reach the last question click on “Submit”.

The screenshot shows a Moodle quiz question interface. At the top, there is a blue header bar with a back arrow, the text "Kuwait History Final", and a bookmark icon. Below the header, the question is displayed in a light blue box. The question text is "What is the capital of Kuwait?". The status bar above the question indicates "Information" and "Answer saved", with a score of "Marked out of 1.00". There are four radio button options: "a. Kuwait City", "b. Riyadh", "c. Doha", and "d. Abu Dhabi". The "a. Kuwait City" option is selected, indicated by a filled black circle. Below the options is a "Clear my choice" button. At the bottom of the question box, there are two navigation buttons: "Previous" (with a left arrow) and "Submit" (with a right arrow). The "Submit" button is highlighted with an orange border.

5- Click on "Submit all and finish".



6- Click on "Ok".

