

## Using the REMC Moodle Hub Preview

If you have not already done so, you will need to talk to your technology director to create a new blank course and make sure you have access to or can create a *Community Finder Block*.

### At the REMC Moodle Hub Preview

#### Previewing a course

#### Browsing a list

1. Go to <http://moodlehubpreview.remc.org/>
2. Under *Course Previews* click on a course and review.
3. Return to the REMC Preview Moodle Hub main page by clicking on **Home**.

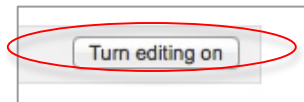
#### Searching Courses

1. Type in the name of the course or a partial name or a keyword.
2. Click on the course name and preview

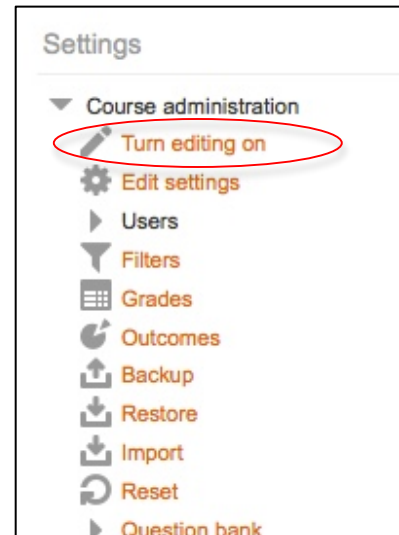
### In your school district (at your district's Moodle Site)

#### Downloading (Restoring) a Course

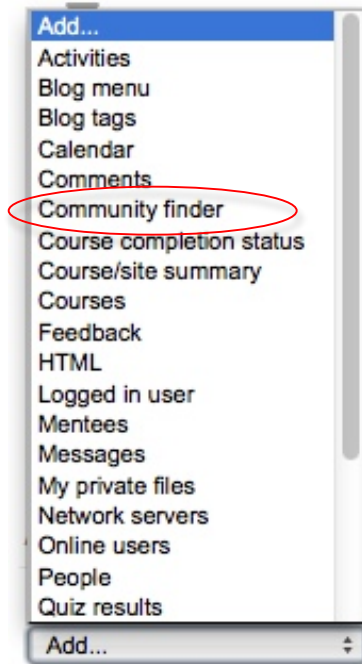
1. Create a new blank course (you may have to see your technology director)
  - a. Name the course either the same as the course being restored or something close to the name of the course being restored.
2. *Turn editing on*



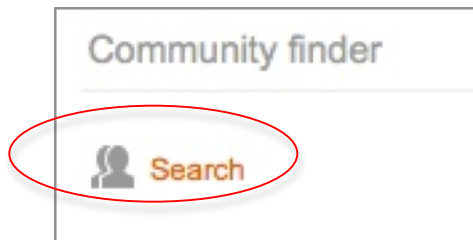
OR



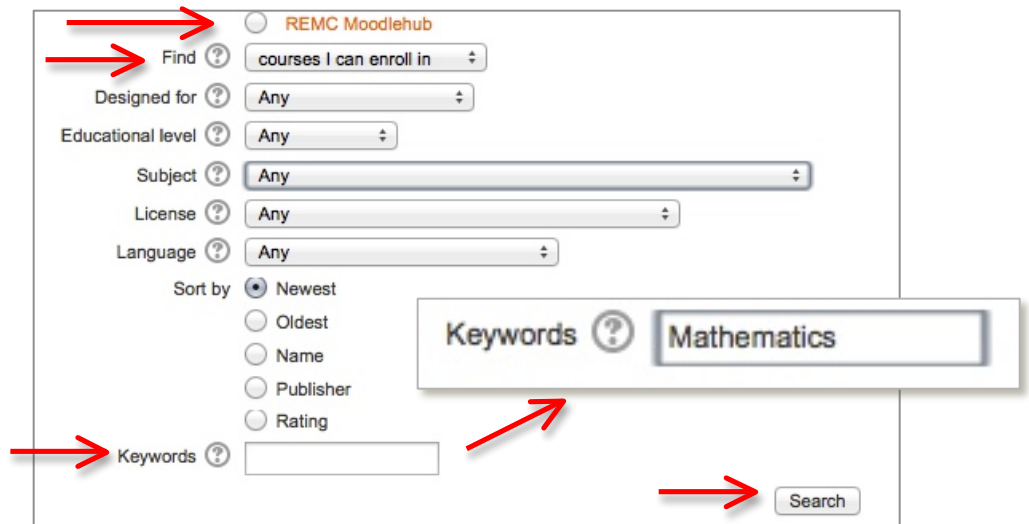
3. Add a block – *Community finder*



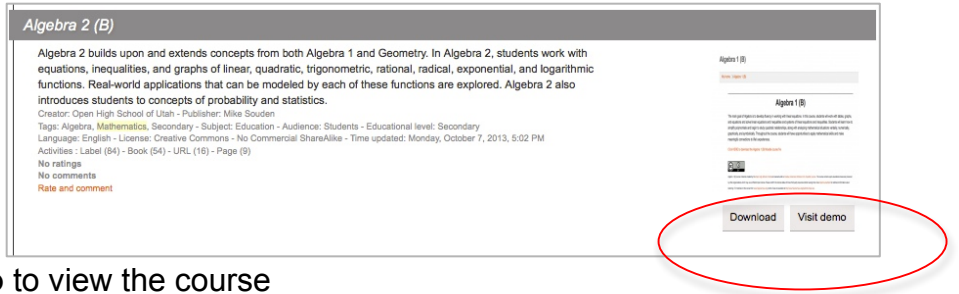
4. In the *Community finder Block* click on **Search**



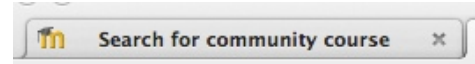
5. Click on the radio button beside the REMC Moodle Hub
- a. Beside **Find**, select *courses I download*
  - b. Can use **Keywords** to search
  - c. Click on **Search**



- d. Scroll down to the course you would like
6. The user may read the description and review the course
- a. Click on **Visit demo** to view the course

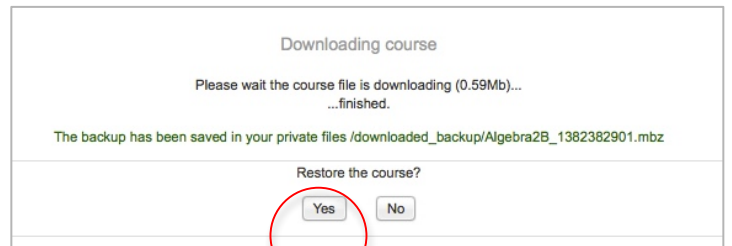


- b. Return to the *Search for community course* page by clicking on the tab at the top of the page

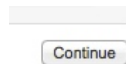


7. Download the course
- a. Click on **Download**

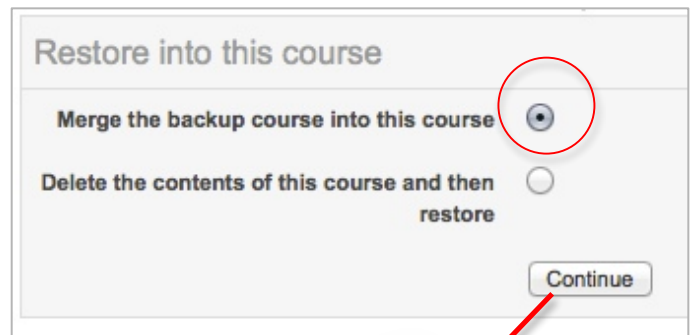
- b. A description appears. Under *Restore the course?*, click on **Yes**



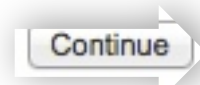
- c. Scroll down and click on **Continue**



- d. Select *Merge the backup course into this course*



- e. Click **Continue**

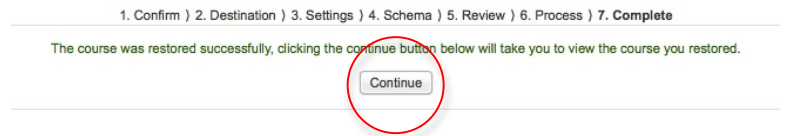


- f. Click **Next**

- g. Scroll down and click **Next**



- h. Scroll down and click **Perform restore**
- i. A message appears, click **Continue**



The course is restored by placing its contents into the blank course you created. Notice that the course continues to have the name of the course you created.