



CHURCH ARMY AFRICA

CARLILE COLLEGE

Educating for Transformation

VISION: To become the leading institution of learning in Africa and transform the society towards the Kingdom of God.

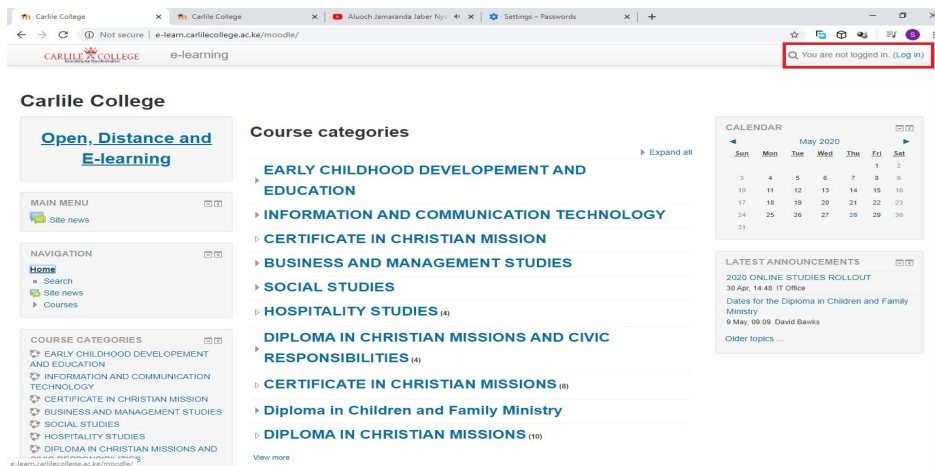


STUDENTS' SIMPLE GUIDE TO THE E-LEARNING PLATFORM TUTORIAL

itoffice@carlilecollege.ac.ke

1. Go to Home page via <http://e-learn.carlilecollege.ac.ke/moodle/>

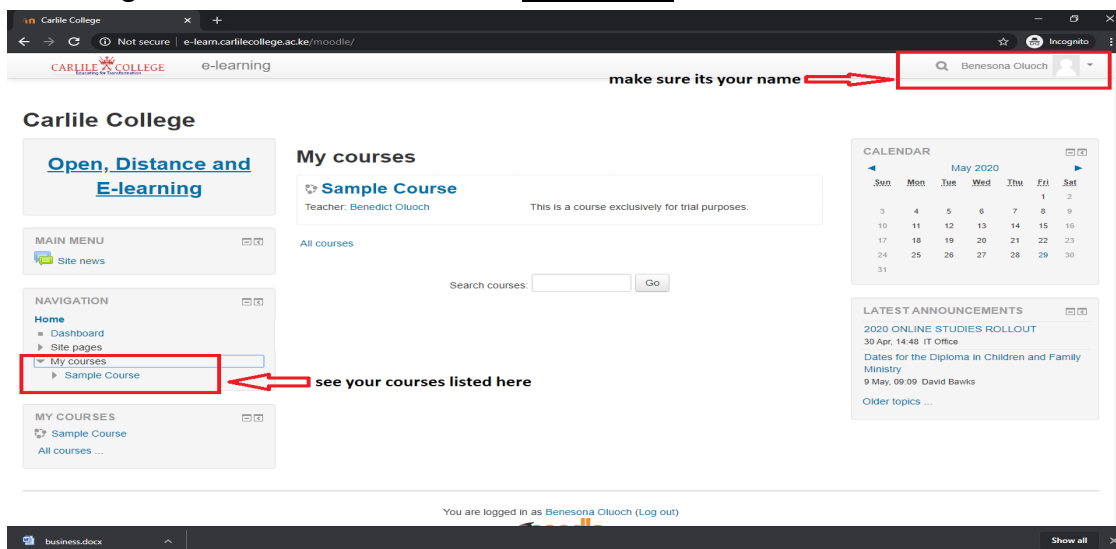
Picture 1



See the login button on top right as shown above, click it to continue to login. You will enter your username and password, which you'll be asked to change to your desired password.

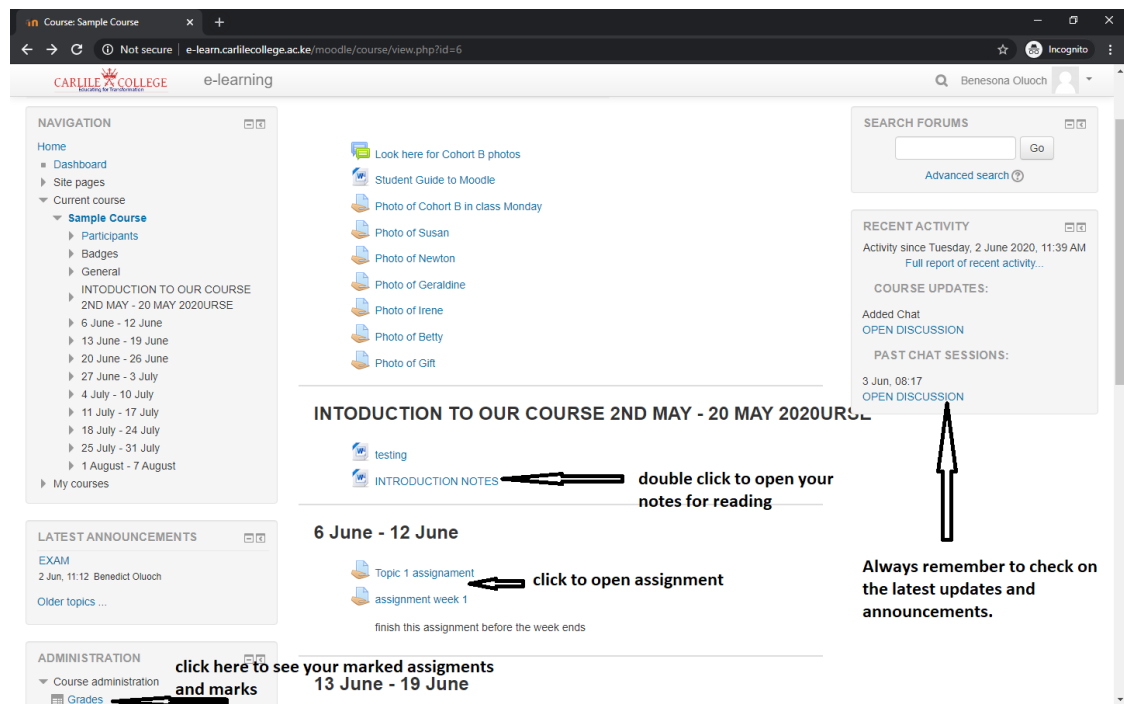
Picture 2.

After login make sure it's your name on the top right, also ensure that all the units that you are taking for the term are listed under **My courses** as shown below



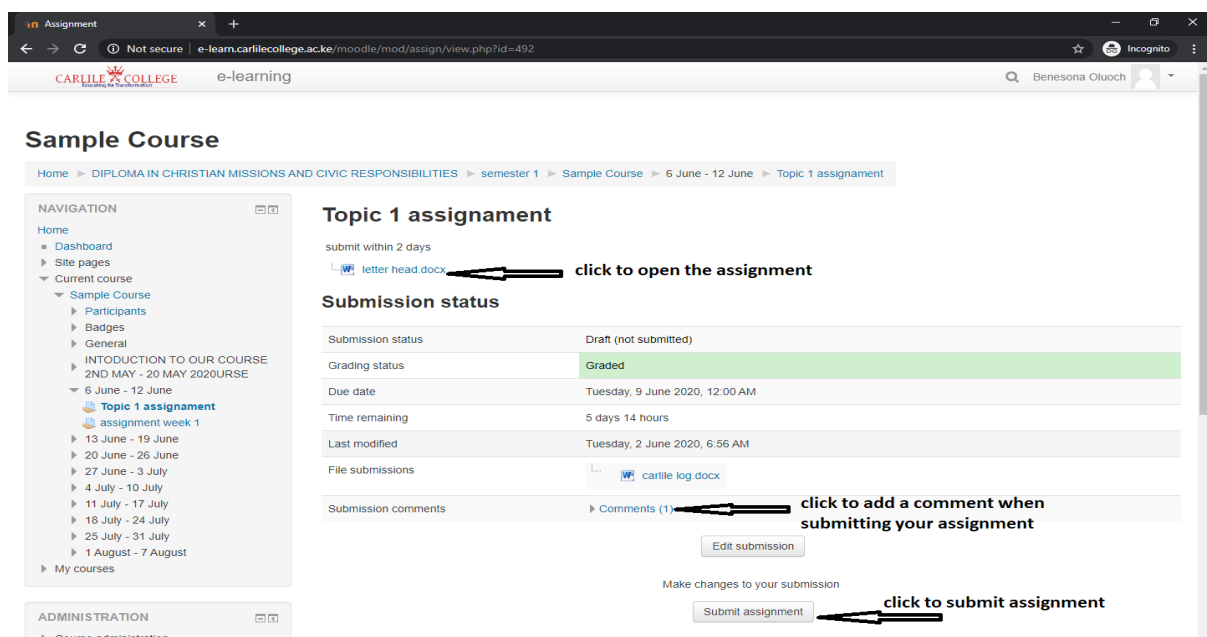
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2. You can now proceed to the course that you want to read and click on it to open the contents.

Picture 3



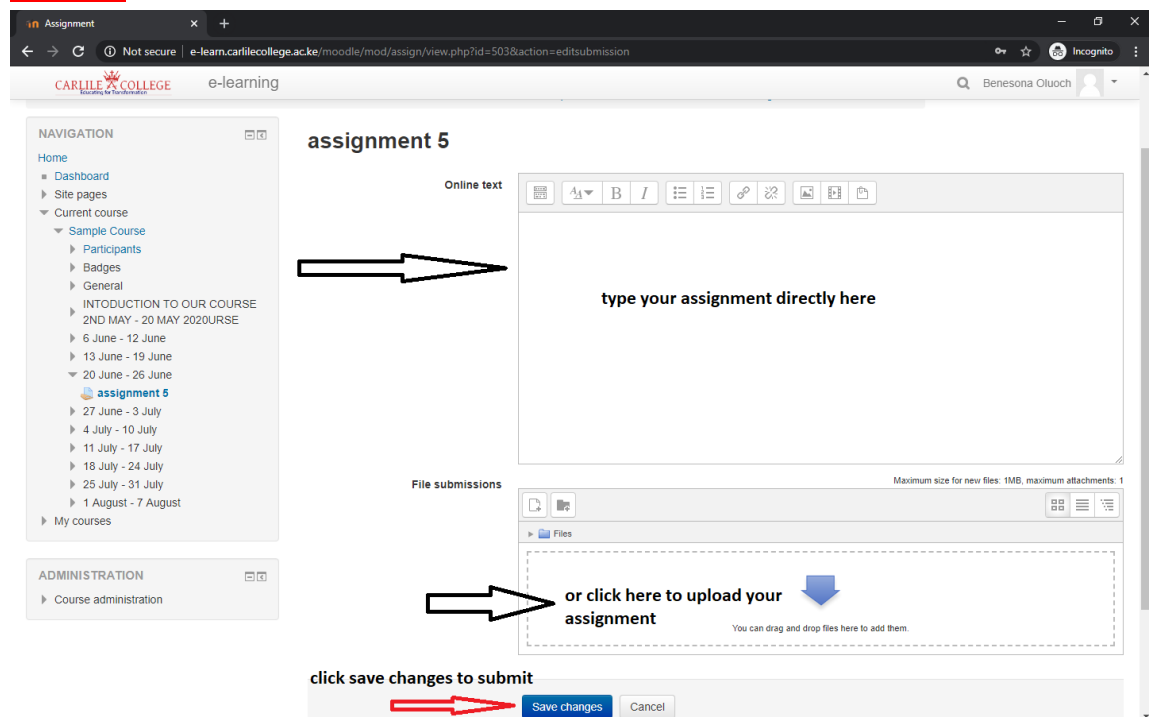
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3. As shown above, double click on the notes to download, you can also click on the assignment to proceed into doing the assignment.
4. **Working on assignment:** as shown below, after clicking on the assignment, you can download then upload or write your assignment online, if you have a comment to make to your teacher you can add it at the bottom.

Picture 4



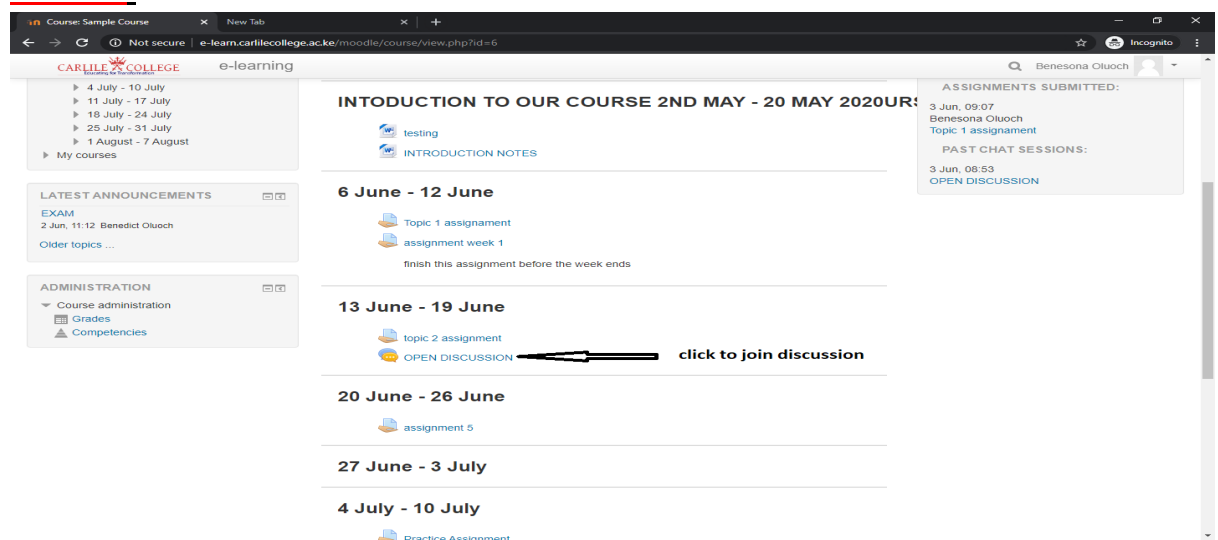
5. After clicking on add submission or submit assignment, please check the photo below, you'll be required to either type your assignment directly or upload a file as shown below. Please choose one option unless otherwise.

Picture 5.



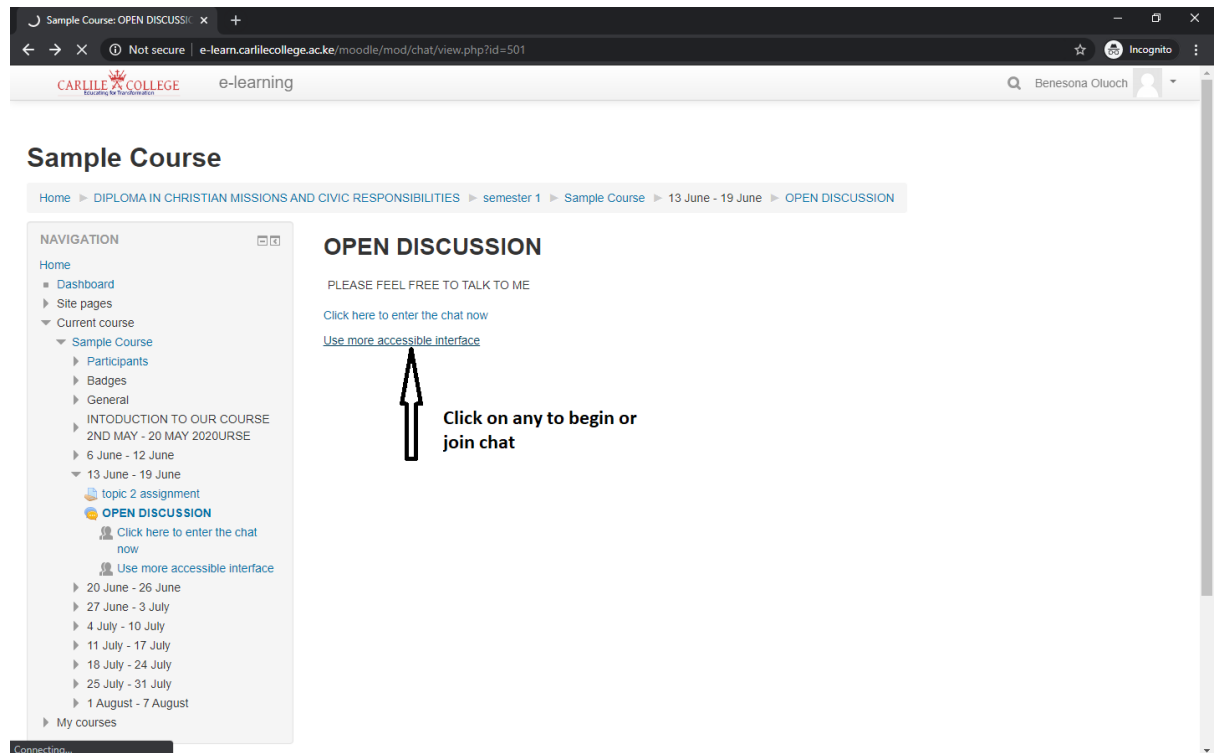
6. From picture **Picture 3**, click on the grades button to see your marks and feedback from the lecturer.
7. Remember to join chats and discuss with your fellow students as shown below.

Picture 6.

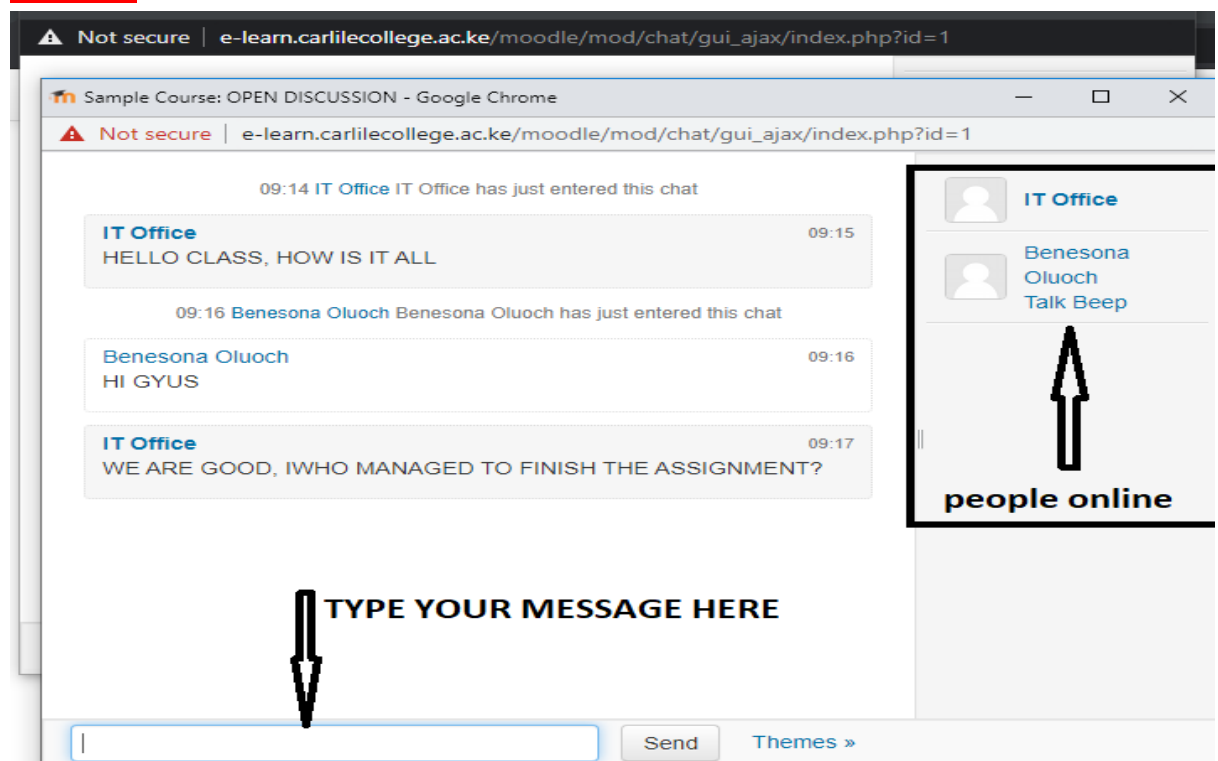


8. Click on any of the following to begin chat.

Picture 7



Picture 8.



In case of any issues please email itoffice@carlilecollege.ac.ke