



How to GUIDE

Teacher: Create Course Content



Private, Teacher Course Creation

Before you begin

Log in

You must be logged into to E-Learn for you to access our public courses, click on the below link to login
<https://e-learn.tsarona.co.za/login/index.php>

Note: If you not yet registered, please see below

Registration

If this is your first time on E-Learn site then you must register. If you need help in to understand how to register, go to below link
<https://tsarona.co.za/e-learning/>

Step 1

Once you are on the Dashboard, select the course that you have been assigned to you

Step 2

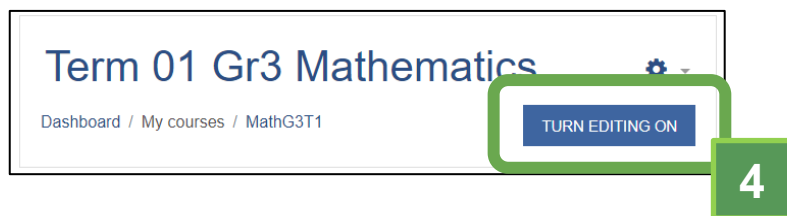
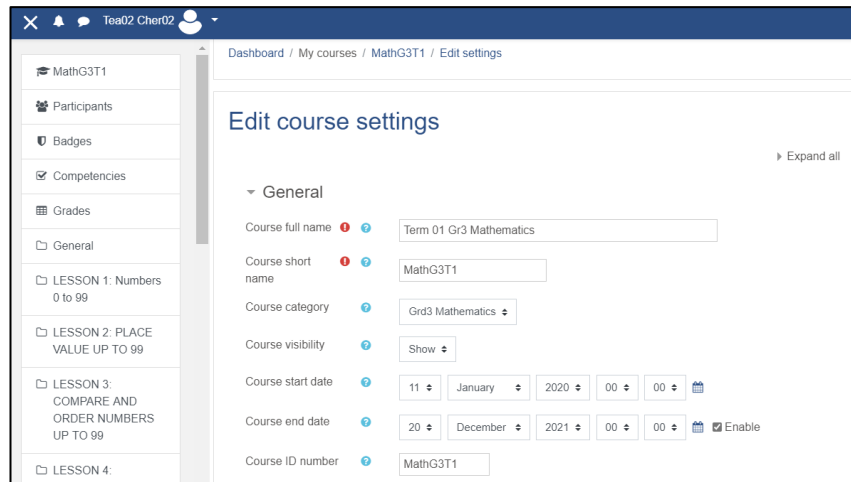
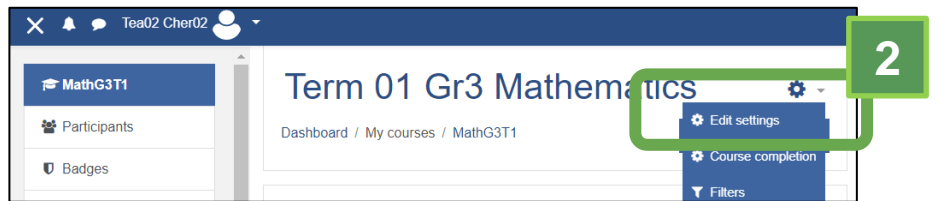
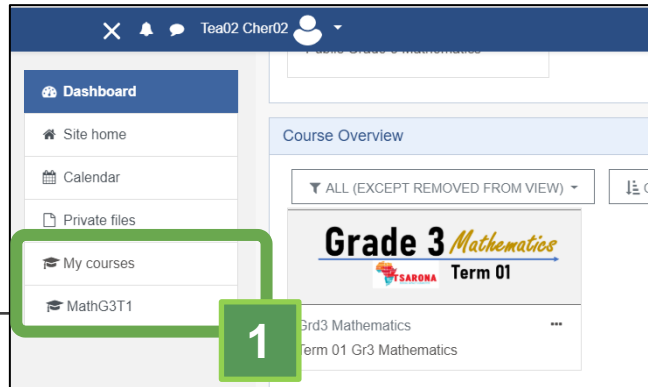
To edit the contents of the course, like permissions, names and how long the course should be available for, click the “Settings” gear and then click on “Edit Settings” Link

Step 3

After editing the course setting, you can save the Settings by clicking “Save and Display”, all the changes you made will be saved

Step 4

Click on “Turn Editing On”, This will allow you to add activities and resources such as assignments and Quizzes to test your students



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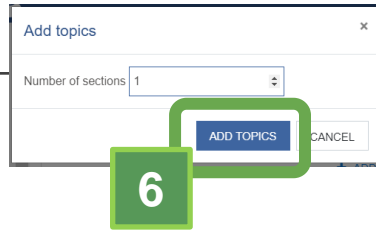
Step 5

Under your course, you can create a number of Topics for your students by clicking “[Add Topics](#)”



Step 6

Choose the number of topics you want to add and click “[Add Topics](#)”



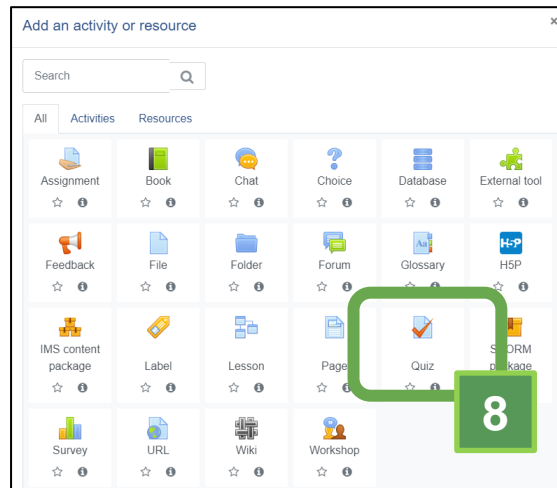
Step 7

Under your newly created topics, you can now add activities and resources, click on the “[Add An Activity or Resource](#)” link



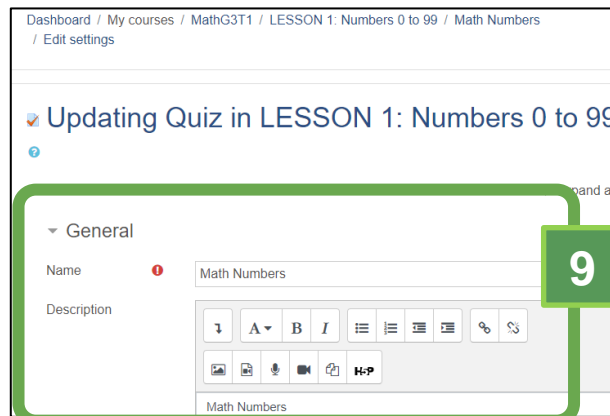
Step 8

Select an activity that you would like to add



Step 9

Add the name and description of the new activity/quiz that you are adding



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Step 10

Select a category if one has been created, if has not been created, you can leave it as it is

Step 11

Once you are done with editing, click on **“Save and Display”** button.

Step 12

No that the activity has been created, you must add content to it, click on **“Edit quiz”** to add questions that you might want to pose to your students

Step 13

Edit quiz page will now be open and you can add new questions

Note: Once a student has accessed the quiz, you will not be able to add more question on **“Add/a new questions”** link because it will affect the work that the student has already done

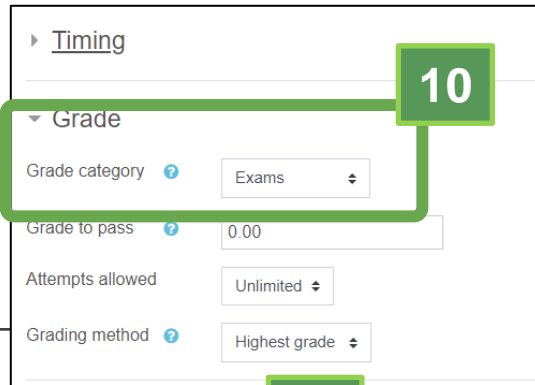
Step 14

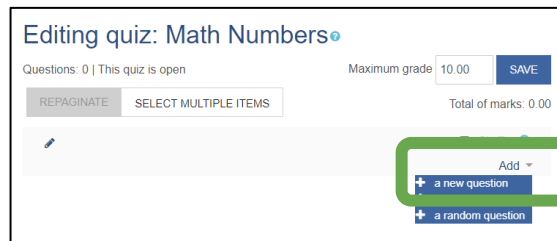
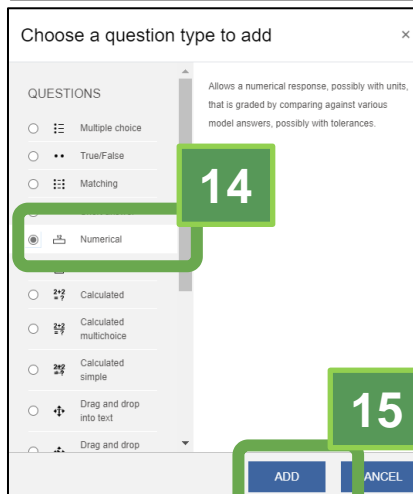
Look at the different types of questions available and choose one that will challenge your students according to your expectations

Step 15

Once you have selected the question you want to select, click on the **“Add”** Button.

Note : The kind of question selected in this exam is a **numerical question**




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Step 16

Give your quiz a name and describe the question to the students in a way that they will understand

Step 17

Choose the marks that you want to give to them for the questions

Step 18

Answer 1: Put in your answer as a numeric value, ensure that it is entered as below in the example

Grade: Select 100% for the grade that will be given to the students

If you have more than one possible answer, you can go to answer 2 and give a low percentage, but one of the answers or all of them must have 100% selected

Step 19

Once you have captured your question correctly, you will click on the "Save Changes" button to save all the changes you have made to your questions

Step 20

Once you have captured your question correctly, you must ensure that the **grade** you have given equates to the Maximum Grade field as demonstrated in the picture

$$2 + 8 = 10$$

**Congratulations,
Course Completed**



Adding a Numerical question

