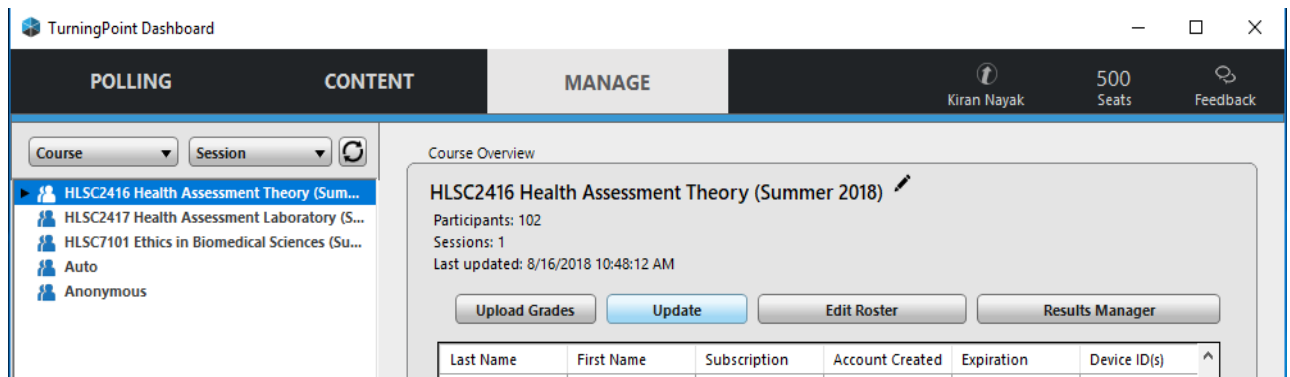


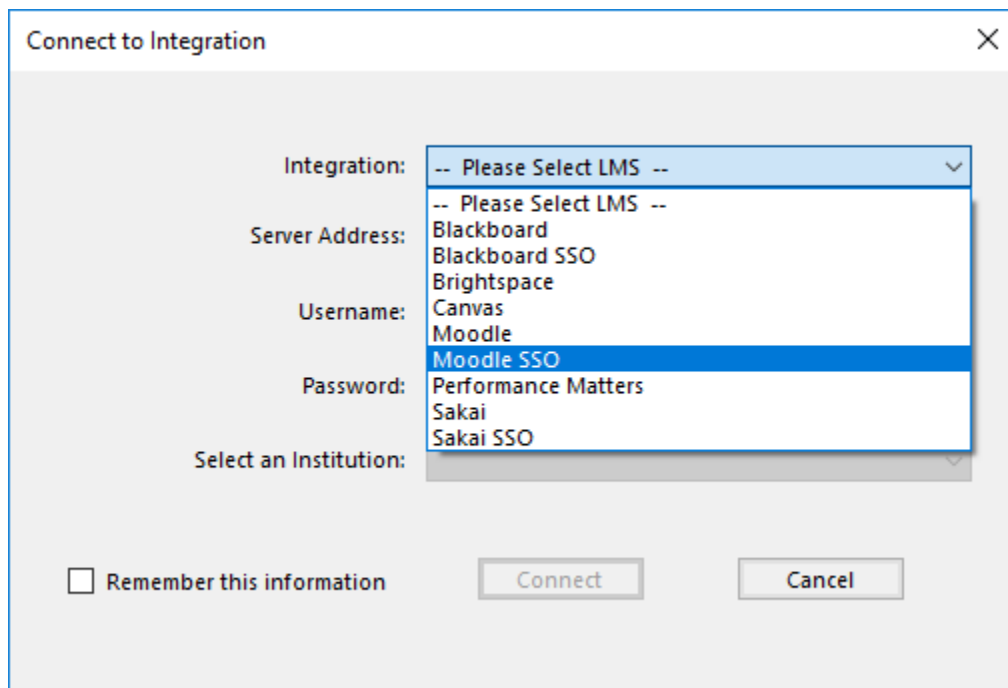
How to Update a Course from Moodle?

Instructors can update a Course with the latest Participant information from Moodle.

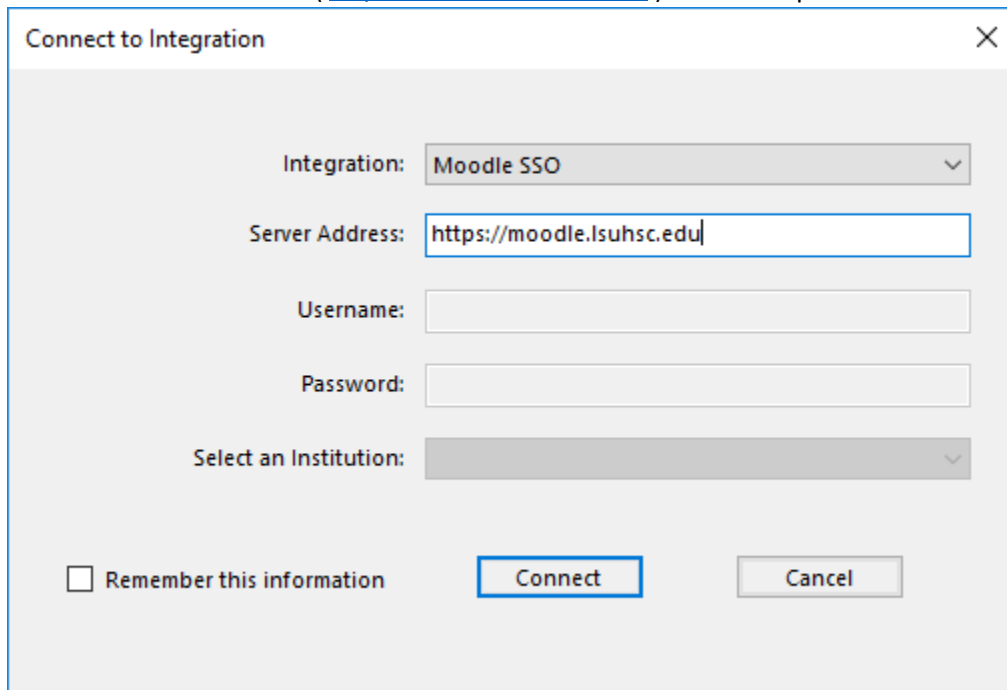
1. Open TurningPoint Desktop and sign into your Turning Technologies Account.
2. Select the **Manage** tab in the TurningPoint Dashboard.
3. Select the course from the left panel and click **Update**. The *Connect to Integration* window is then displayed.



4. Select **Moodle SSO** from the Integration drop-down menu.



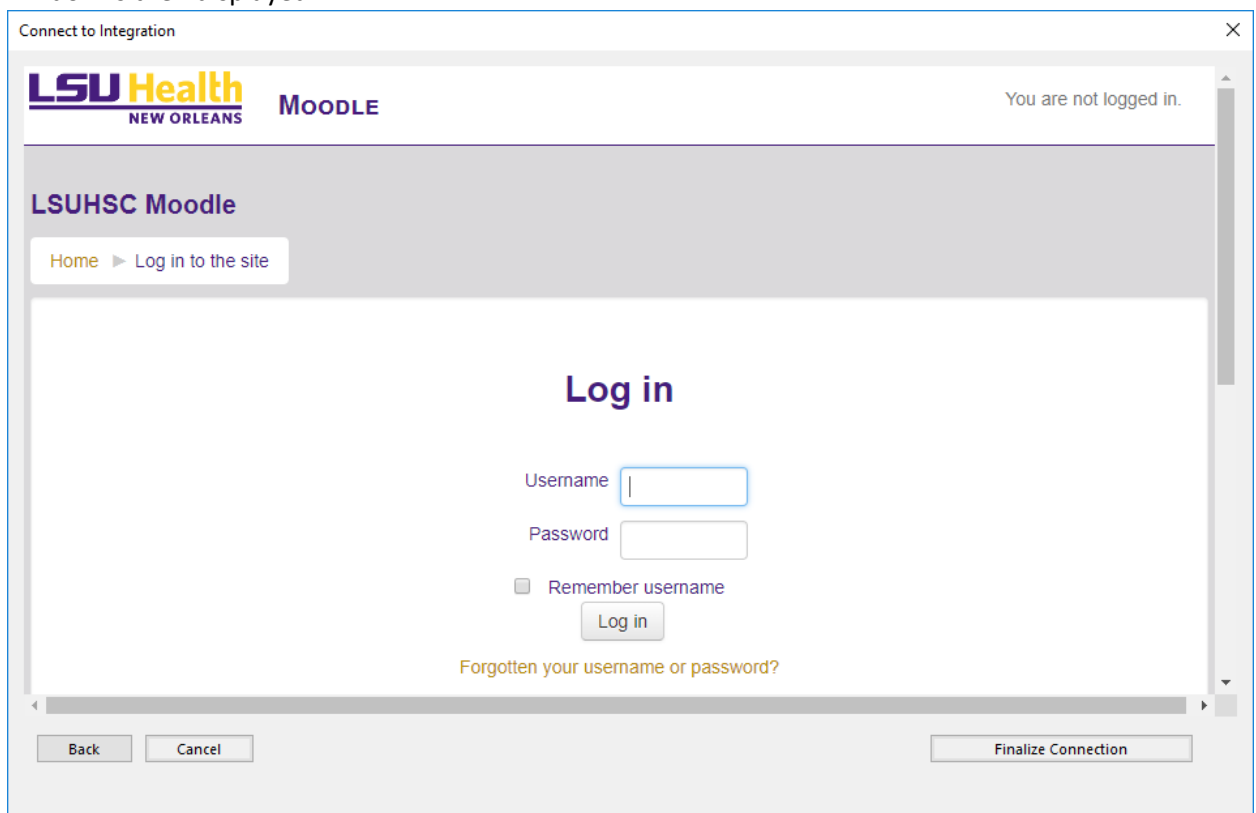
5. Enter the **Server Address** (<https://moodle.lsuhschool.edu>) in the box provided and click **Connect**.



The 'Connect to Integration' dialog box contains the following fields and controls:

- Integration:** A dropdown menu with 'Moodle SSO' selected.
- Server Address:** A text input field containing 'https://moodle.lsuhschool.edu'.
- Username:** An empty text input field.
- Password:** An empty text input field.
- Select an Institution:** A dropdown menu.
- Remember this information:** An unchecked checkbox.
- Connect:** A button with a blue border.
- Cancel:** A button.

6. Enter your Moodle **Username** and **Password** and click Log In. The *Update with Integration* window is then displayed.

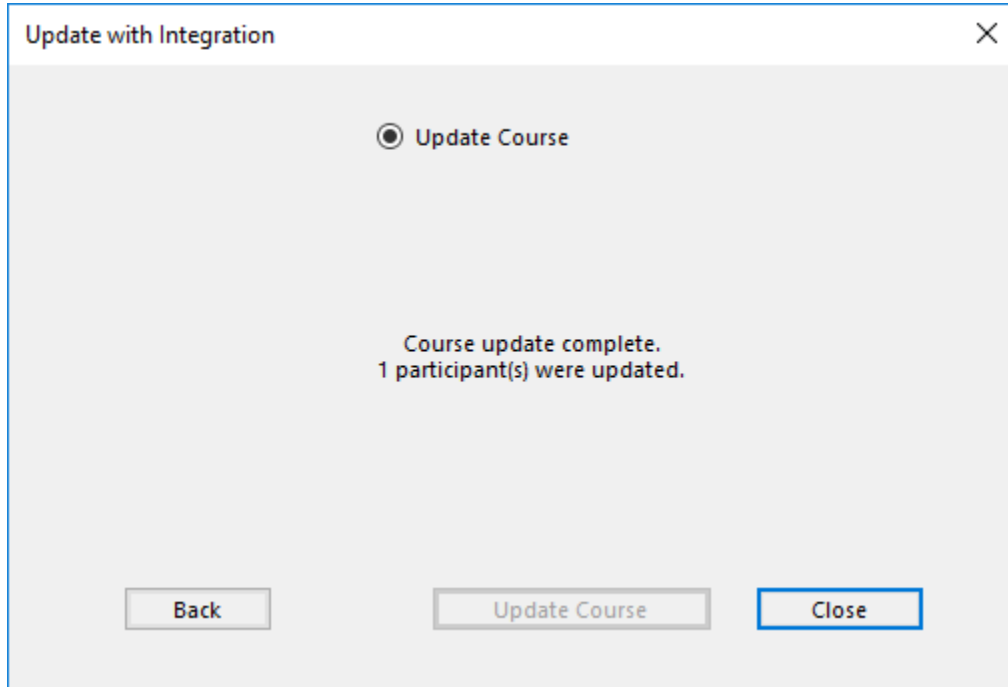


The Moodle login page displays the following elements:

- Header:** 'LSU Health NEW ORLEANS' logo and 'MOODLE' text. A status message 'You are not logged in.' is in the top right.
- Breadcrumbs:** 'Home ► Log in to the site'.
- Section Header:** 'Log in'.
- Form Fields:** 'Username' and 'Password' text input fields.
- Checkbox:** 'Remember username' (unchecked).
- Button:** 'Log in'.
- Link:** 'Forgotten your username or password?'.
- Footer:** 'Back', 'Cancel', and 'Finalize Connection' buttons.

7. Select **Update Course** and click **Update Course**. The course is updated.

NOTE: If you have students that are unregistered and/or unlicensed, a box will appear letting you know who those students are that are having issues. Click OK to continue.



8. Click Close.