Welcome to the Moodle Best Practices list serve!!!

I hope you found the last article useful! I think you will learn as you work with Moodle that it is a very user friendly content delivery site. If you have any specific questions or suggestions that you would like to know about, please, feel free to send me an email at moodlehelp@extension.org, I would truly love to hear from you!

Today’s topic: Course Descriptions

So how do I describe my course?

Welcome back! Today we will discuss one of the most important aspects of your course—the description. The description is the first thing that interested individuals see when browsing the course lists on pdc.extension.org and campus.extension.org. Therefore, it is important for that description to be concise and tell them exactly what they will learn from your course. We have found that the following course description format fits most courses and keeps the description short, sweet, and to the point:

[COURSE NAME] is a/n [instructor-led/self-directed/blended] course designed for [audience]. Participants will gain [one or two things] from taking this course. For more information contact [teacher's name], [institution], at [teacher's email address]

If you follow the above format, your course description will always give your audience the most information in the least amount of words.

Why is it important?

Making sure your course is described properly will insure that your audience will get the broadest picture of your course. It is important to include the teachers name, institution, and contact information in the description, because some courses are not open to individuals not enrolled in the course, this information in the description assures that interested parties can contact the proper individuals.

What if I can’t remember the format for my course description?

If you happen to forget the format provided, no worries! Just send us an email at moodlehelp@extension.org and we’ll be happy to assist you.

Next week:

Certificates in Moodle

Other Recommendations –
Check out the Moodle 101 course at pdc.extension.org. It is a course that has been adapted from the Moodle Features Demo Course facilitated by Martin Dougiamas and Helen Foster with all kinds of great Moodle information!

Thanks and Happy Moodling!

eXtension Moodle Support

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