

Import the Template

1. First you must access the course you want to build. [Access MCMoodle here.](#)
2. If you have any content from a previous semester, view the steps to [“copy your course over.”](#)

You should use those same steps to import the template. Note: *You must be in your empty course shell to import content and your template.* If you do not find your template in the drop-down menu, please email Jessica Manzo at manzo@mc.edu.

The screenshot shows the Moodle interface for the course 'EDU 411.A Children's Literature'. The page is titled 'Weekly outline' and features a large background image of the Mississippi College dome. The course description states: 'This course is designed to help future teachers know the importance of books and reading in the life of the young child and to develop a knowledge and appreciation of the wide variety and scope of recreational and informational materials available for pre-school through grade 8.'

The left sidebar contains navigation menus for 'People', 'Activities', 'Search Forums', 'Administration', and 'Course categories'. The 'Administration' menu includes options like 'Turn editing on', 'Settings', 'Assign roles', 'Grades', 'Groups', 'Backup', 'Restore', 'Import', 'Reset', 'Reports', 'Questions', 'Files', and 'Profile'. The 'Course categories' menu lists various semesters and sessions.

The main content area is organized into sections:

- Course Communication:** News forum, Ask The Instructor, Contact Your Instructor, Student Information Survey.
- Course Information:** EDU 411.A Spring Syllabus, Textbook, Additional Texts, Course Grading Scale, EDU411A Tentative Spring Schedule, Class Meetings, Required Reading List, Due Dates for Summaries, Additional General Information.
- Course Resources:** Student Reading Log (optional), Booksharing Instructions, Speed Library Children's Literature Subject Guide.

Below these sections, there is a date range 'January 9 - January 15' and a section titled 'Introduction to Course Requirements' with the text: 'Definitions of types or genres of Literature. Book Awards and evaluation of Caldecott Picture Books. Library Tour of Children's Books section in Speed Library. Group Assignments. Background and Development of Children's Literature.'

The 'Session Resources' section includes: Genres of Children's Literature, Dewey Decimal System, Evaluation of Picture Books, and Planning A Children's Literature Program.

On the right side, there are three utility boxes: 'Quickmail' (Compose, History), 'Latest news' (Add a new topic..., No news has been posted yet), and 'Upcoming Events' (There are no upcoming events, Go to calendar..., New Event...). Below these is a 'Recent activity' box showing activity since Tuesday, December 6, 2011, 11:15 AM, with a full report of recent activity link. At the bottom of this box, it says 'Nothing new since your last login'.