



Document Code: **SMIU/IT- Manual/006**

Version 1.0


Title: **STUDENT MANUAL FOR EFFECTIVE USAGE OF LEARNING MANAGEMENT SYSTEM**



**Sindh Madressatul Islam University,
Karachi**


Learning Management System

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What is LMS?

LMS is a web-based learning environment that allows you to access your course materials online and make use of a number of useful built-in facilities to enhance your learning experience.

How do I access LMS?

You can access LMS through a web browser (such as Internet Explorer or Mozilla Firefox) on any internet-connected computer. This means that you can access LMS from home as easily as you can from the University campus.

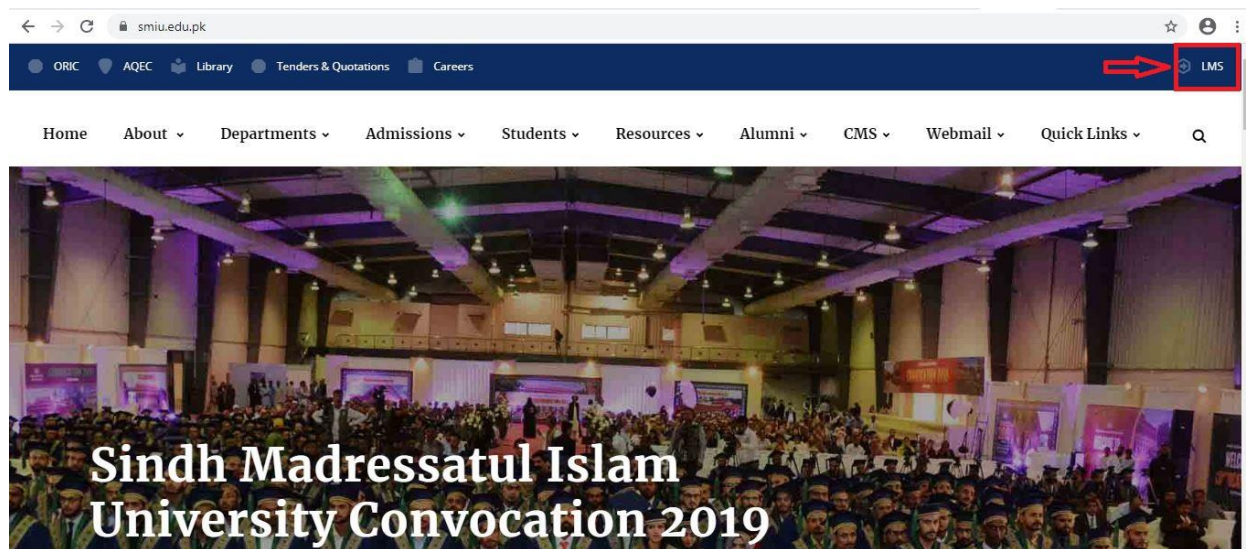
1. To access LMS, open your web browser. LMS supports all major internet browsers such as IE, Firefox, Safari, Opera, etc. (Firefox / Google Chrom are recommended.)
2. Type <http://lms.smiu.edu.pk:8012> in the URL address, then pressing Enter on your keyboard.




OR

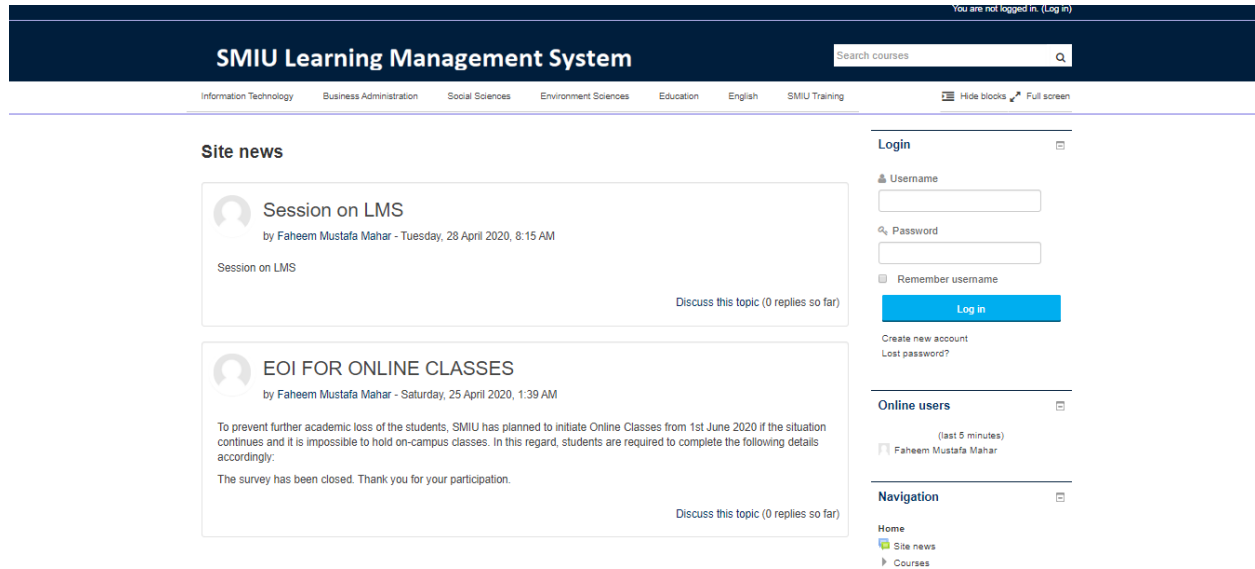
Visit SMIU website (<http://smiu.edu.pk>)

Go E-Services Menu and Click Learning Management System



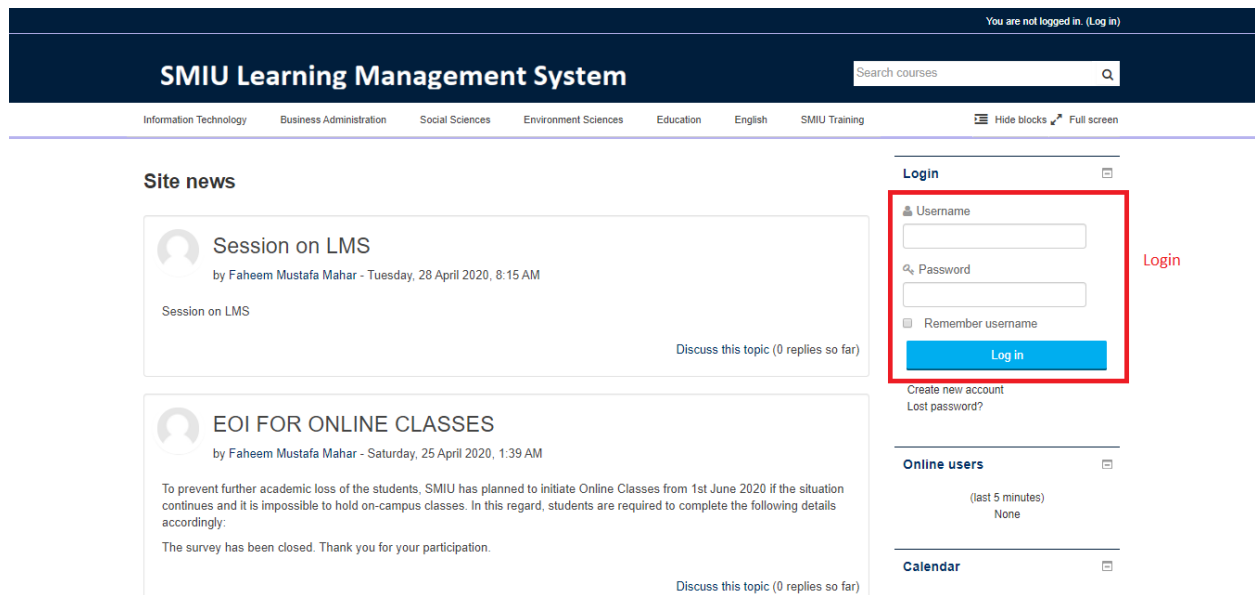
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3. You should now see the LMS home page (as shown below).




The screenshot shows the SMIU Learning Management System home page. At the top, there is a dark blue header with the SMIU logo on the left and a search bar on the right. Below the header, there is a navigation menu with various categories. The main content area is divided into several sections: 'Site news' with two articles, a 'Login' form, 'Online users', and 'Navigation'.

4. Before you can work on your course pages you first need to Log in. Click the Login link in the Upper Corner.



This screenshot is similar to the previous one, but with a red box highlighting the login form. A red arrow points to the 'Login' button, indicating the next step in the process.

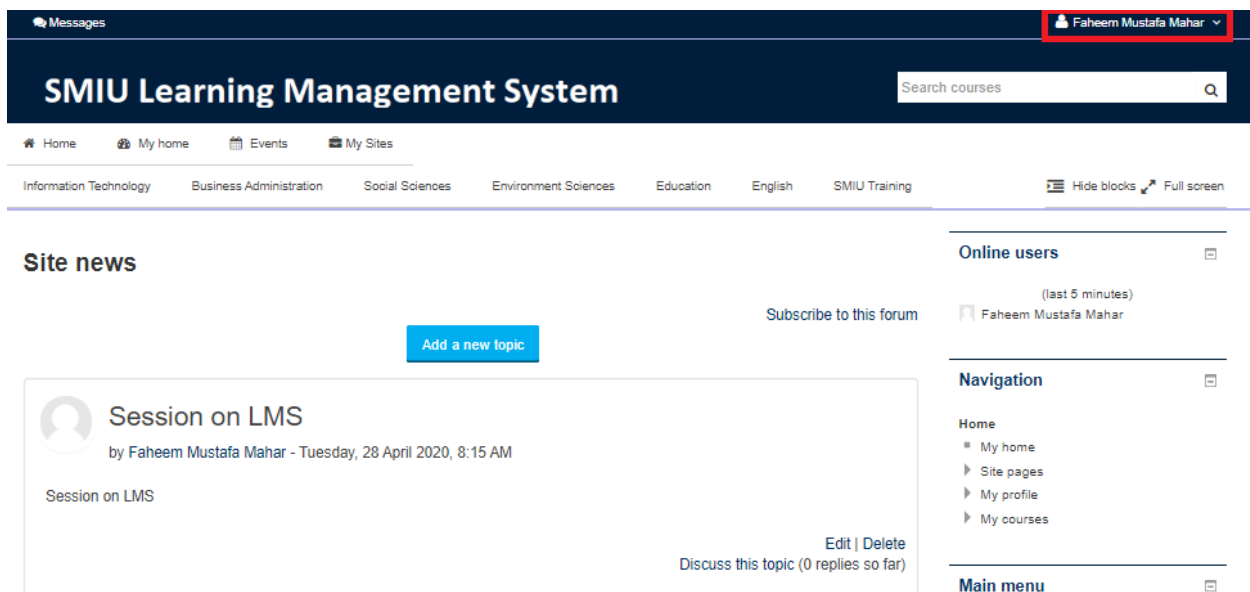
5. Type your user name and password in the login block and click the Login button

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Note: If you do not have an account you will need to create one. And email to IT department for confirmation of account. (Email: it@smiu.edu.pk)

What will I find in LMS?

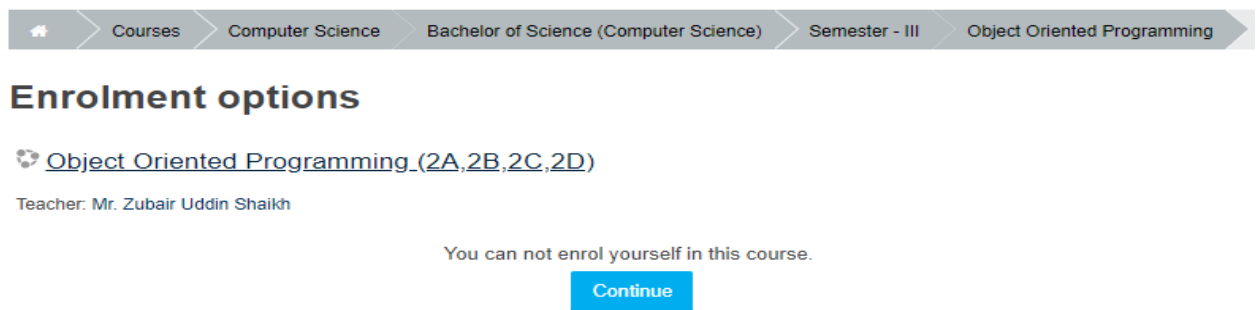
After logging in, you should see your name at the top of the screen and have access to all the courses that you are belongs to.




Note: if you do not see any courses listed under the “My courses” heading, it is likely that your HoDs / Administrator has not yet created/ enrolled in a course on LMS

Enrolling Users (Students)

1. Select The Course that student want to enrollment.



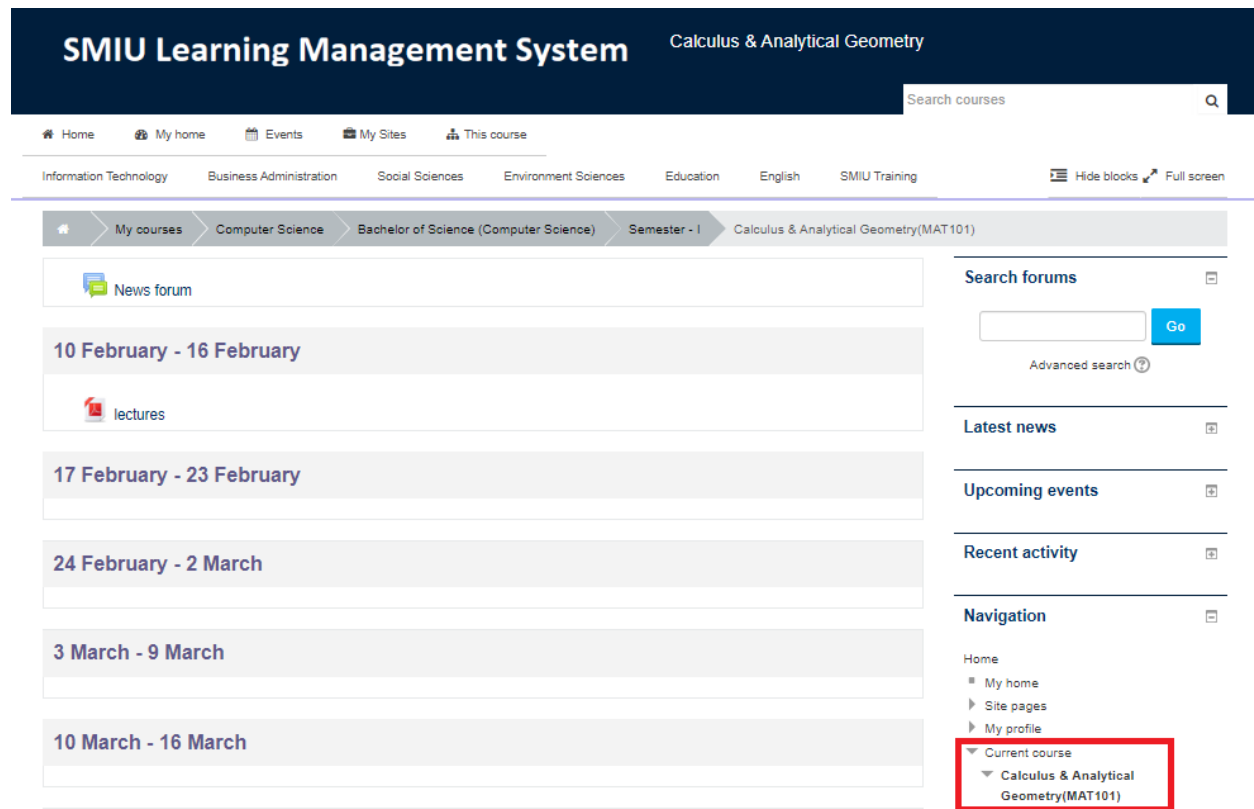
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Note: if auto enrolment method is on then student enroll her / himself just on one click. Or if enroll method is set on manual enrolment then email to that course teacher for enrolment that course.

Accessing a course:

After you login and enrollment in course, you should click on the course you want to enter in the My Courses area.

You are now viewing the course homepage



The screenshot displays the SMIU Learning Management System interface. At the top, the header reads "SMIU Learning Management System" and "Calculus & Analytical Geometry". Below the header is a navigation bar with links for Home, My home, Events, My Sites, and This course. A search bar is located on the right side of the header. The main content area shows a breadcrumb trail: My courses > Computer Science > Bachelor of Science (Computer Science) > Semester - I > Calculus & Analytical Geometry(MAT101). The course area is divided into two columns. The left column contains a "News forum" section and a list of course dates: 10 February - 16 February, 17 February - 23 February, 24 February - 2 March, 3 March - 9 March, and 10 March - 16 March. The right column contains a "Search forums" section with a search box and a "Go" button, followed by sections for "Latest news", "Upcoming events", "Recent activity", and "Navigation". The "Navigation" section includes links for Home, My home, Site pages, My profile, and Current course. The "Current course" dropdown menu is highlighted with a red box, showing the selected course: "Calculus & Analytical Geometry(MAT101)".

View the lecture / URL access.

Students can access teacher lecture or URL resources from course area on course main screen.

Note: URL resources in webpage reference / video link for recorded video.



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SMIU Learning Management System Training

Home My home Events My Sites This course

Information Technology Business Administration Social Sciences Environment Sciences Education English SMIU Training

My courses SMIU Survey Training Training

Take online courses in C++ (C plus plus) programming to improve your skills. Find beginner to advanced C++ programming courses from Microsoft and other top institutions. Learning C++ programming skills can open up many new job opportunities in the exciting field of tech!

Related Topics - Android Development | Code | Computer Architecture | Computer Vision | C | C# | C++ | CSS | Chatbots | Java | JavaScript | JQuery | Kids Coding Language | Kubernetes | Natural Language Processing | .NET | Swift | SQL | Technology | TypeScript

- News forum
- Chapter - 1** **1- Teacher Lecture**
Basic Content of C ++
- Introduction to C Plus Plus** **2- URL Resources**
Introduction to C Plus Plus
- Attendance-Intro CPP
- Assignment - 1
- Mid Term
- Mid Term

26 April - 2 May

Search forums

Latest news

Upcoming events

Recent activity

Navigation

- Home
 - My home
 - Site pages
 - My profile
 - Current course
 - Training
 - Participants

View Assignment.

1. Student Click on "Assignment" link.

SMIU Learning Management System Training

Home My home Events My Sites This course

Information Technology Business Administration Social Sciences Environment Sciences Education English SMIU Training

My courses SMIU Survey Training Training

Take online courses in C++ (C plus plus) programming to improve your skills. Find beginner to advanced C++ programming courses from Microsoft and other top institutions. Learning C++ programming skills can open up many new job opportunities in the exciting field of tech!

Related Topics - Android Development | Code | Computer Architecture | Computer Vision | C | C# | C++ | CSS | Chatbots | Java | JavaScript | JQuery | Kids Coding Language | Kubernetes | Natural Language Processing | .NET | Swift | SQL | Technology | TypeScript

- News forum
- Chapter - 1
- Basic Content of C ++
- Introduction to C Plus Plus
- Introduction to C Plus Plus
- Attendance-Intro CPP
- Assignment - 1** **Assignment**
- Mid Term
- Mid Term

26 April - 2 May

Search forums


Latest news

Upcoming events

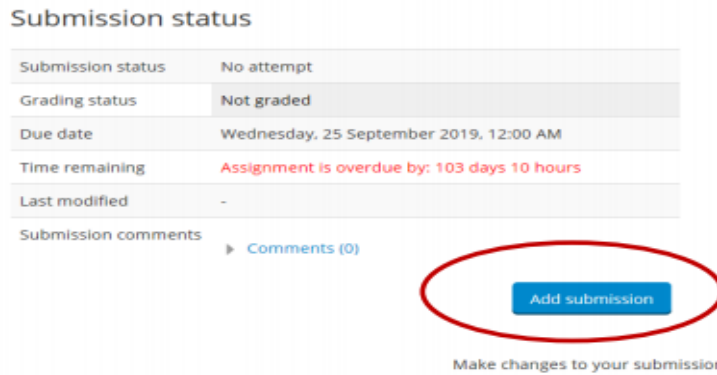
Recent activity

Navigation

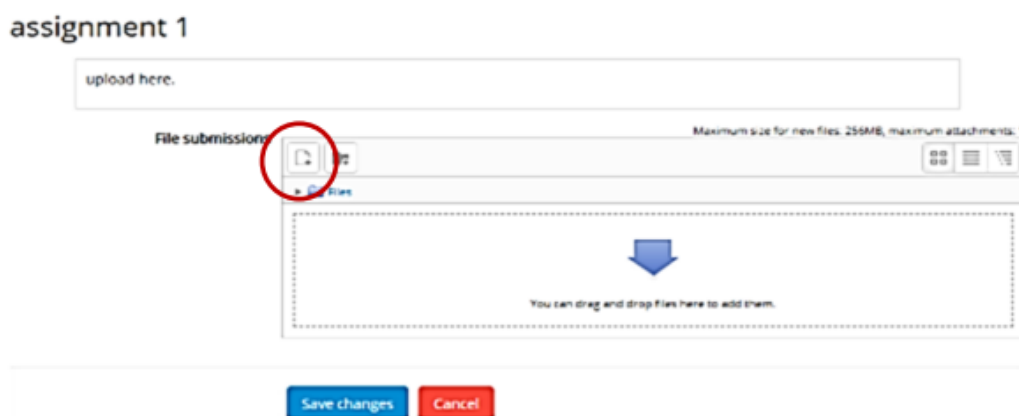
- Home
 - My home
 - Site pages
 - My profile
 - Current course
 - Training
 - Participants

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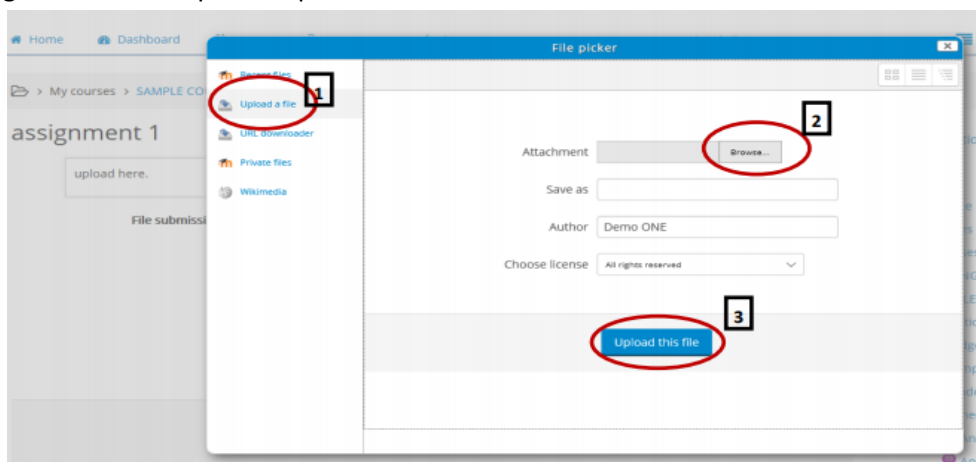
2. Following page will be displayed. Click on “Add Submissions” button.




3. Following page will be displayed. Click on File icon as indicated in image below.



4. A window will pop up as shown in image below. Click on “Upload a File” button then “Browse” your assignment file and press “Upload this file” button.



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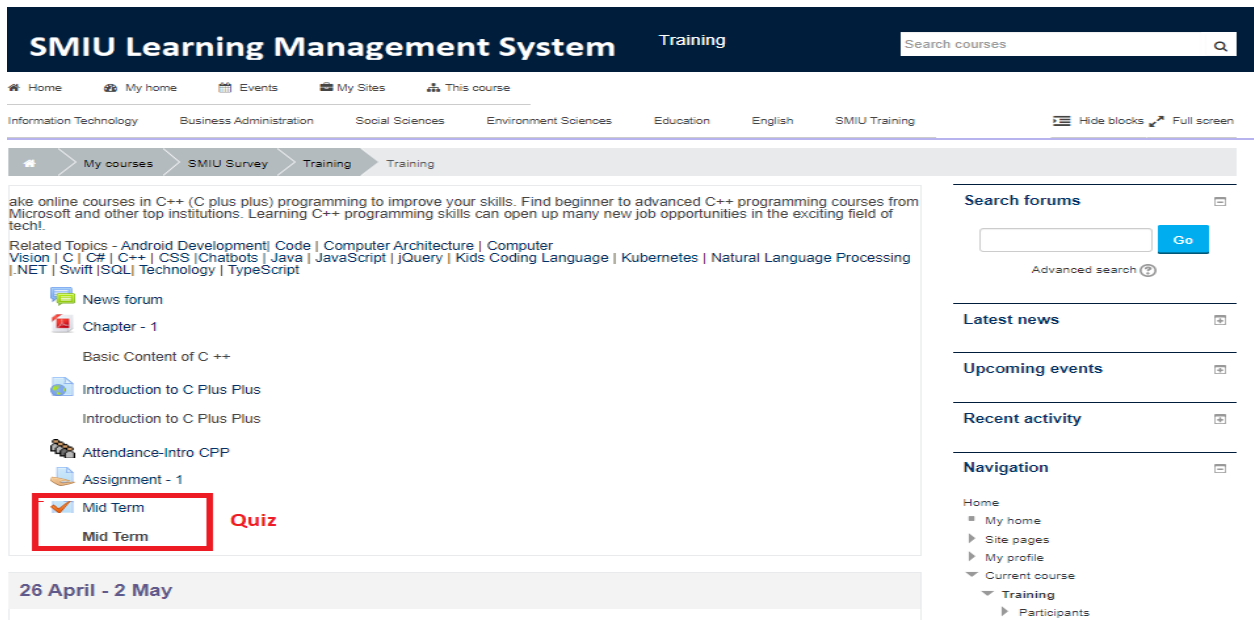
5. Press “Save Changes” button

Note: A submission status page will be displayed. You can edit your submission till the deadline.

Quiz


Quiz is most important activity on LMS. Where student can take part in this activity and get marks.

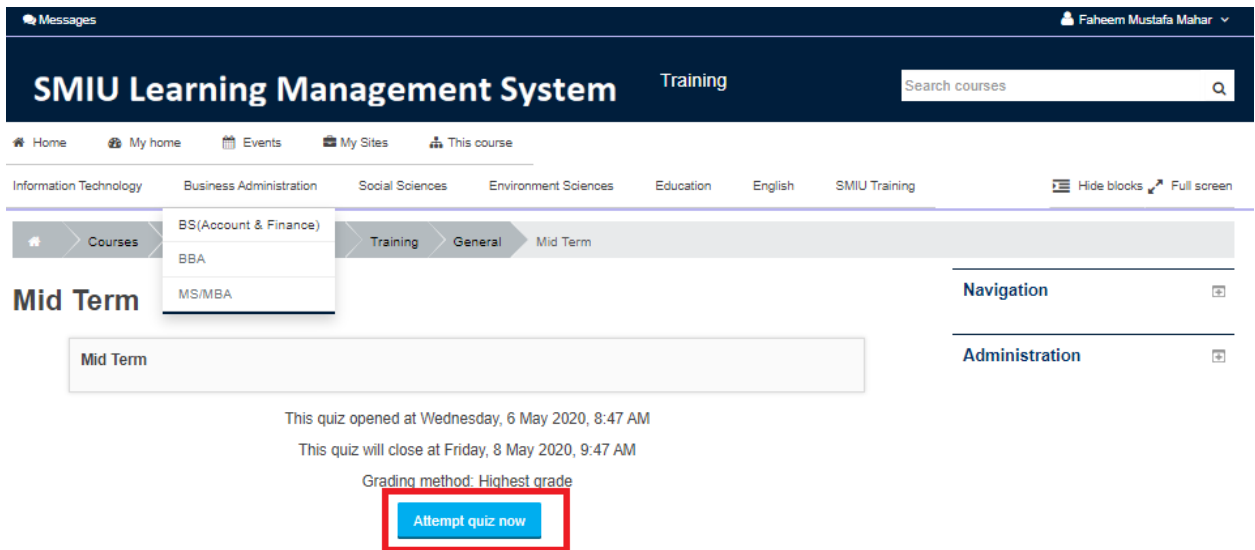
1. Click on quiz link.



The screenshot shows the SMIU Learning Management System interface. The header includes the SMIU logo and the text "SMIU Learning Management System Training". Below the header is a navigation menu with options like Home, My home, Events, My Sites, and This course. The main content area displays a list of courses and activities. A red box highlights the "Mid Term" link, which is labeled as a "Quiz". The date "26 April - 2 May" is also visible.

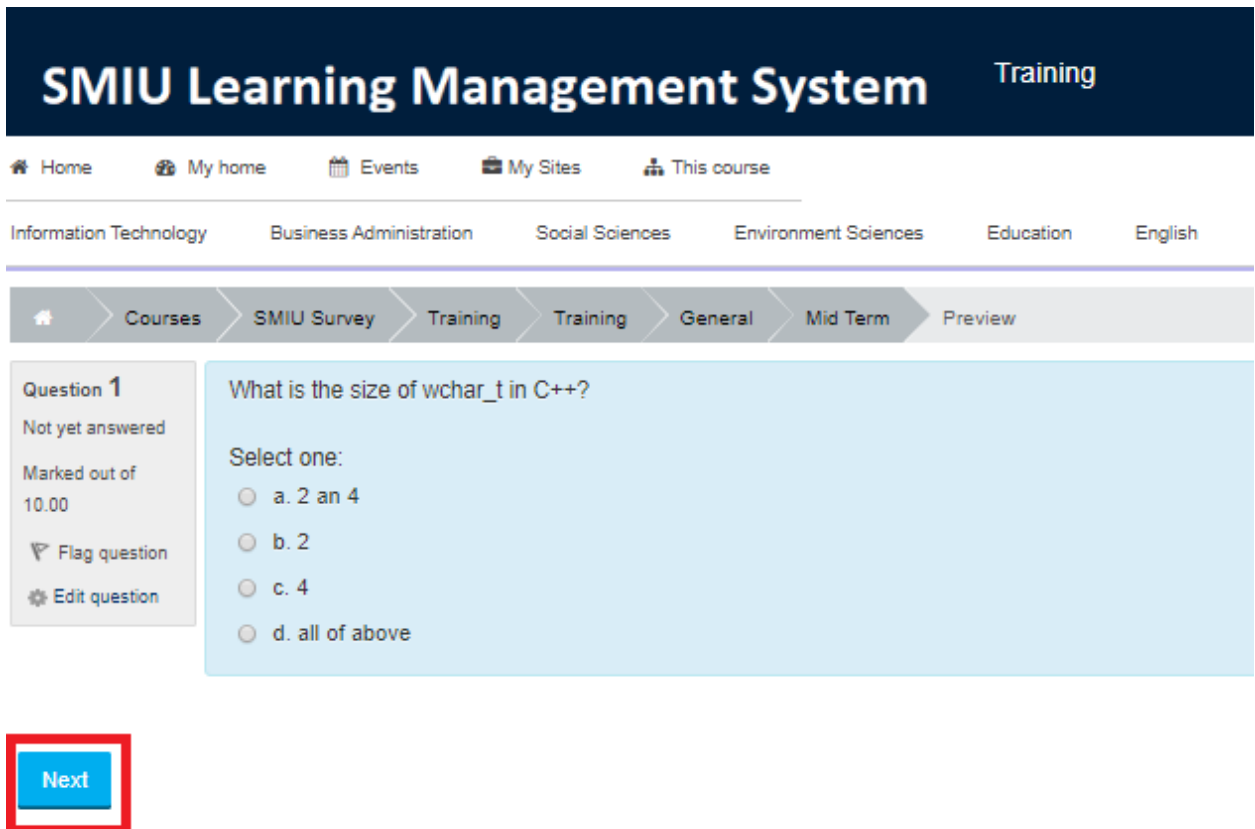
2. Following page will be displayed & click on button.

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The screenshot shows the SMU Learning Management System interface. At the top, there is a navigation bar with 'SMIU Learning Management System' and 'Training' tabs. Below this, there are several tabs for different subjects: Information Technology, Business Administration, Social Sciences, Environment Sciences, Education, English, and SMIU Training. A dropdown menu is open under 'Courses', showing options for BS(Account & Finance), BBA, and MS/MBA. The 'Mid Term' quiz is selected, and its details are displayed: 'This quiz opened at Wednesday, 6 May 2020, 8:47 AM', 'This quiz will close at Friday, 8 May 2020, 9:47 AM', and 'Grading method: Highest grade'. A blue button labeled 'Attempt quiz now' is highlighted with a red rectangular box.

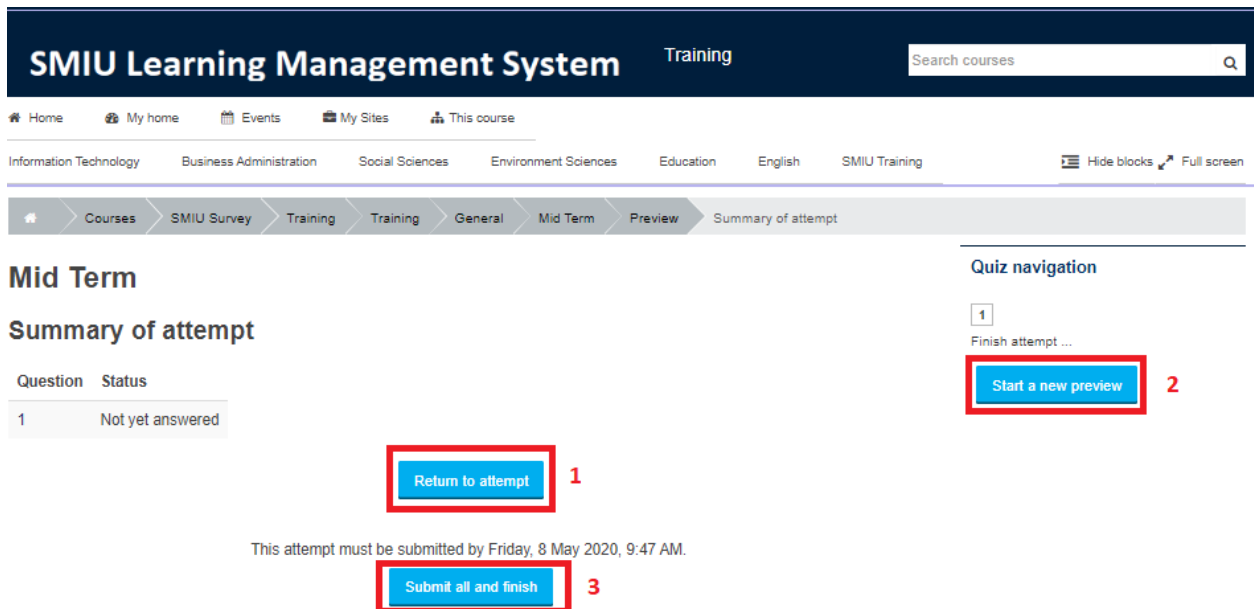
3. Following page will be displayed & attempted the question & click on Next button.



The screenshot shows the SMU Learning Management System interface during a quiz. The top navigation bar is the same as in the previous screenshot. Below it, there are several tabs for different subjects: Information Technology, Business Administration, Social Sciences, Environment Sciences, Education, and English. A dropdown menu is open under 'Courses', showing options for SMIU Survey, Training, Training, General, Mid Term, and Preview. The 'Mid Term' quiz is selected, and its details are displayed: 'Question 1', 'Not yet answered', 'Marked out of 10.00', 'Flag question', and 'Edit question'. The question text is 'What is the size of wchar_t in C++?'. Below the question, there are four radio button options: 'a. 2 an 4', 'b. 2', 'c. 4', and 'd. all of above'. A blue button labeled 'Next' is highlighted with a red rectangular box.

4. Student can make correction in before final submission.

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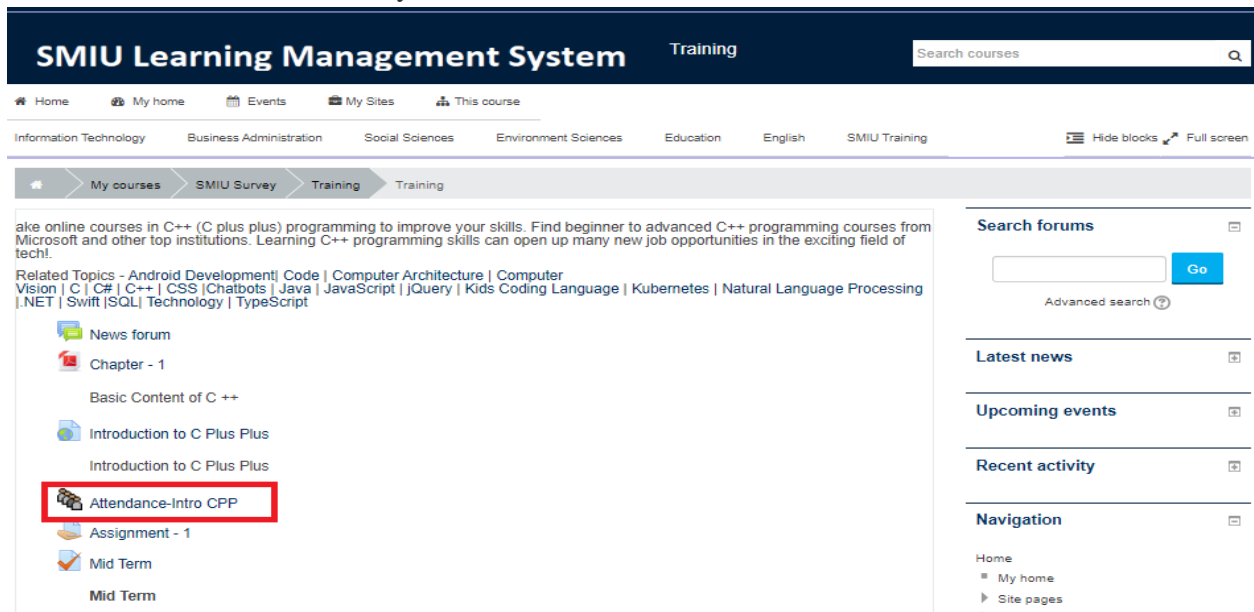


The screenshot shows the SMIU Learning Management System interface. At the top, there is a navigation bar with the system name and a search box. Below it, a breadcrumb trail shows the current path: Courses > SMIU Survey > Training > Training > General > Mid Term > Preview > Summary of attempt. The main content area is titled "Mid Term Summary of attempt" and contains a table with one row: Question 1, Status Not yet answered. To the right, there is a "Quiz navigation" section with a "Start a new preview" button. Below the table, there are three buttons: "Return to attempt" (labeled 1), "Submit all and finish" (labeled 3), and a deadline notice: "This attempt must be submitted by Friday, 8 May 2020, 9:47 AM."

Attendance


Teachers can use attendance function to take attendance during class. Students can view their own attendance record in the SMIU LMS platform.

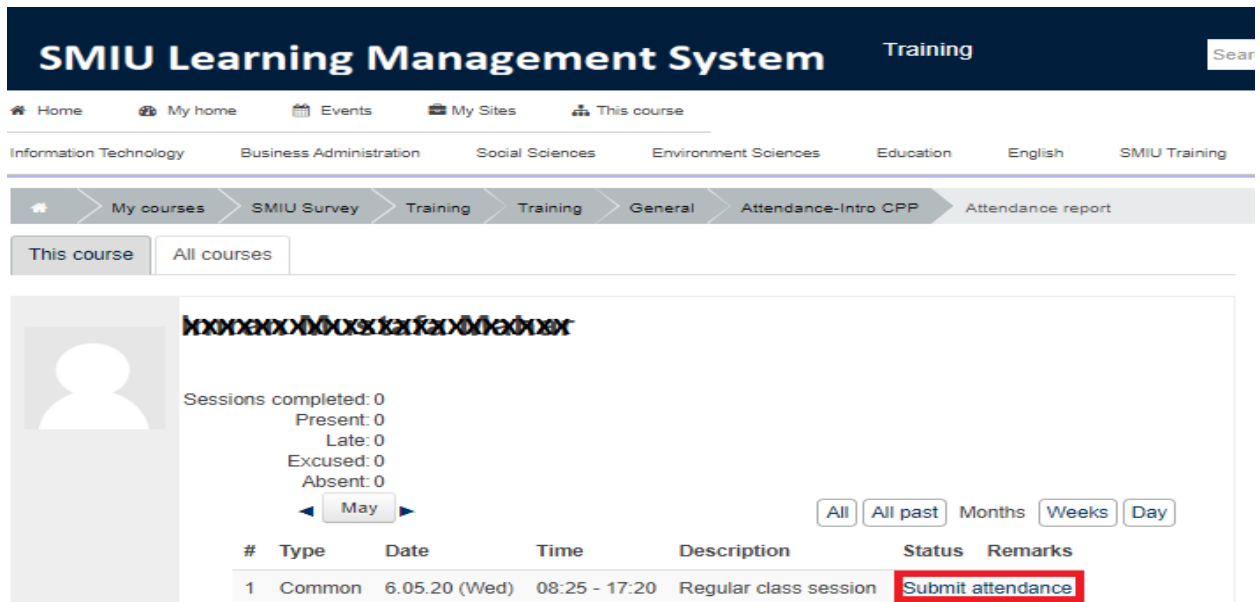
1. Click on the attendance activity.



The screenshot shows the SMIU Learning Management System interface with a list of activities. The breadcrumb trail is: My courses > SMIU Survey > Training > Training. The main content area lists several activities, with "Attendance-Intro CPP" highlighted by a red box. Other activities include "News forum", "Chapter - 1", "Introduction to C Plus Plus", "Assignment - 1", and "Mid Term". To the right, there is a "Search forums" section and a "Navigation" section.

2. Following page will be displayed for attendance and click on Submit attendance.

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SMIU Learning Management System Training Search

Home My home Events My Sites This course

Information Technology Business Administration Social Sciences Environment Sciences Education English SMIU Training

My courses SMIU Survey Training Training General Attendance-Intro CPP Attendance report

This course All courses

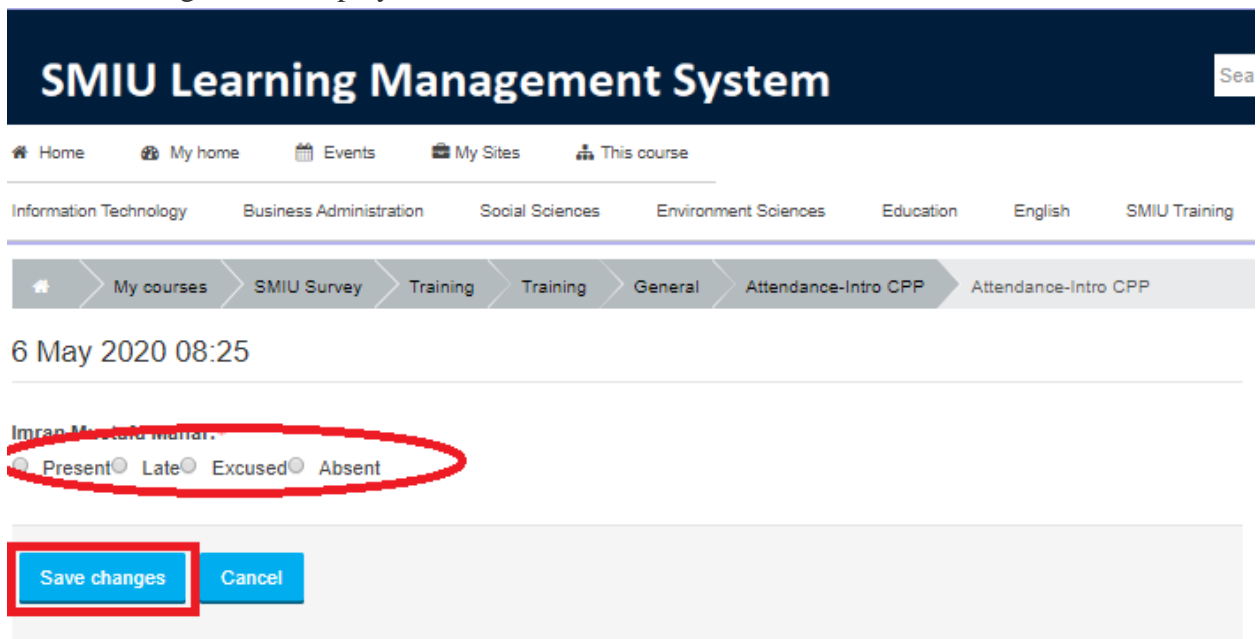
Imran Mustafa

Sessions completed: 0
Present: 0
Late: 0
Excused: 0
Absent: 0

May All All past Months Weeks Day

#	Type	Date	Time	Description	Status	Remarks
1	Common	6.05.20 (Wed)	08:25 - 17:20	Regular class session	Submit attendance	

3. This following will be displayed for further action. And save the action.



SMIU Learning Management System Sea

Home My home Events My Sites This course

Information Technology Business Administration Social Sciences Environment Sciences Education English SMIU Training

My courses SMIU Survey Training Training General Attendance-Intro CPP Attendance-Intro CPP

6 May 2020 08:25

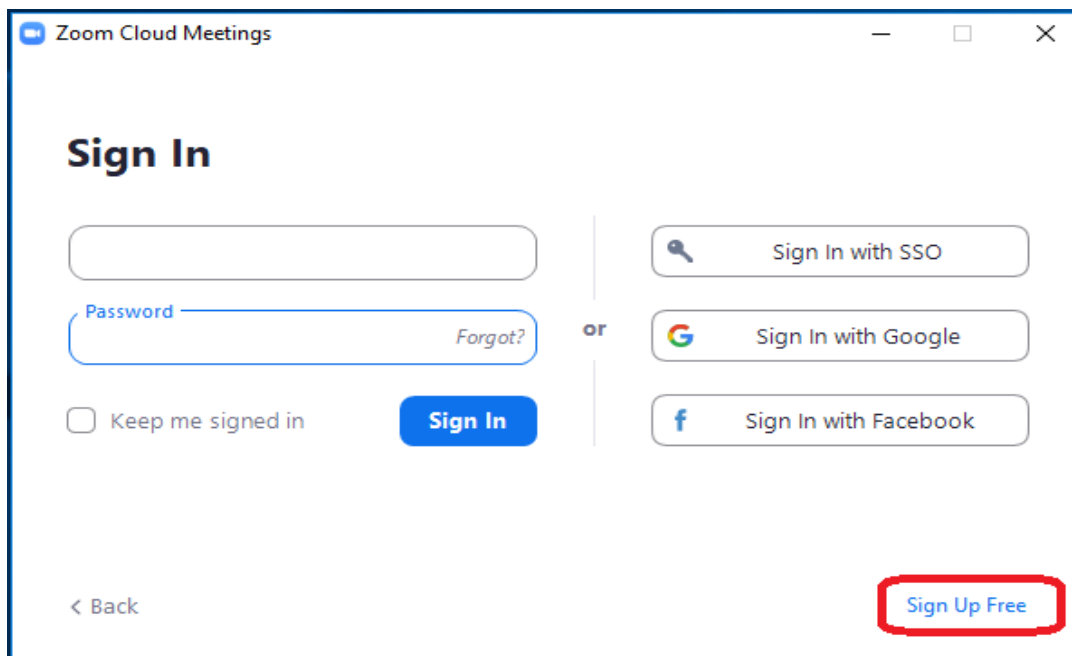
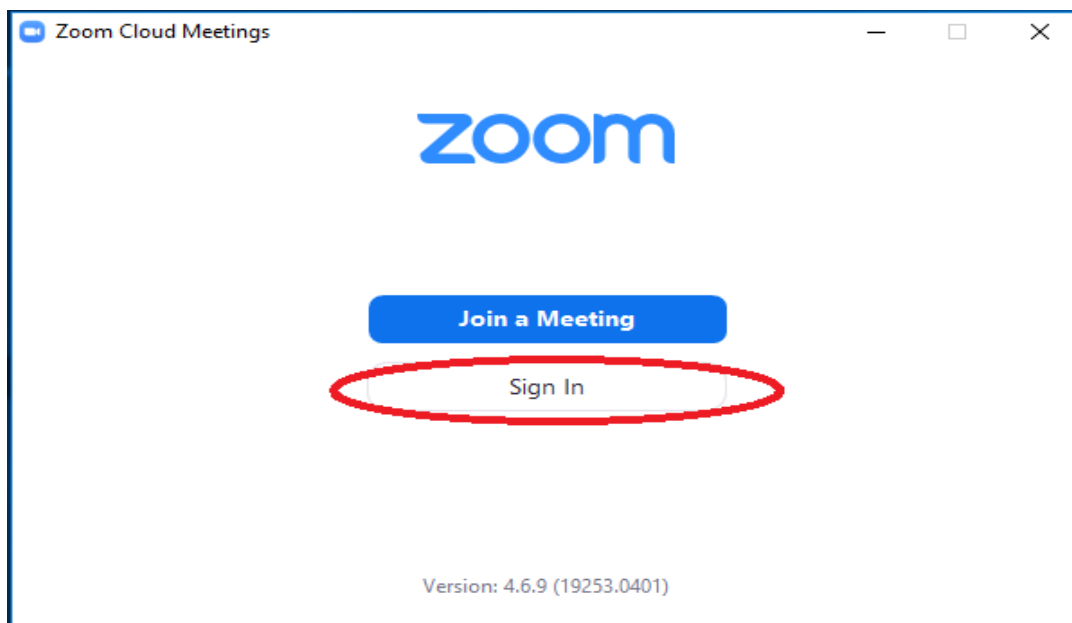
Imran Mustafa

Present Late Excused Absent

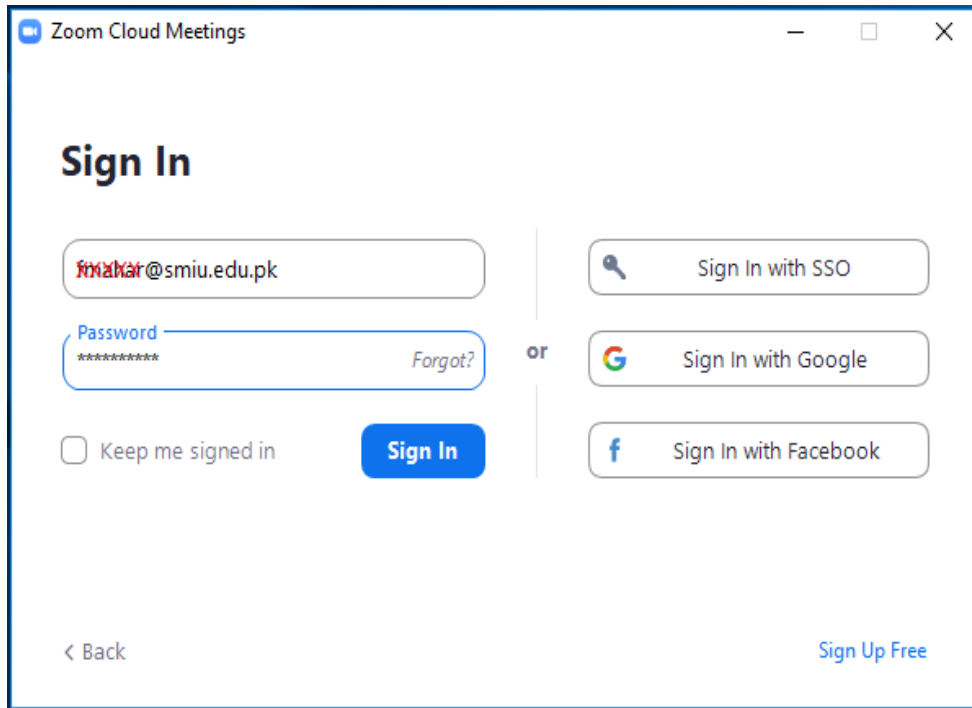
Save changes Cancel

Online Class (Zoom App.)

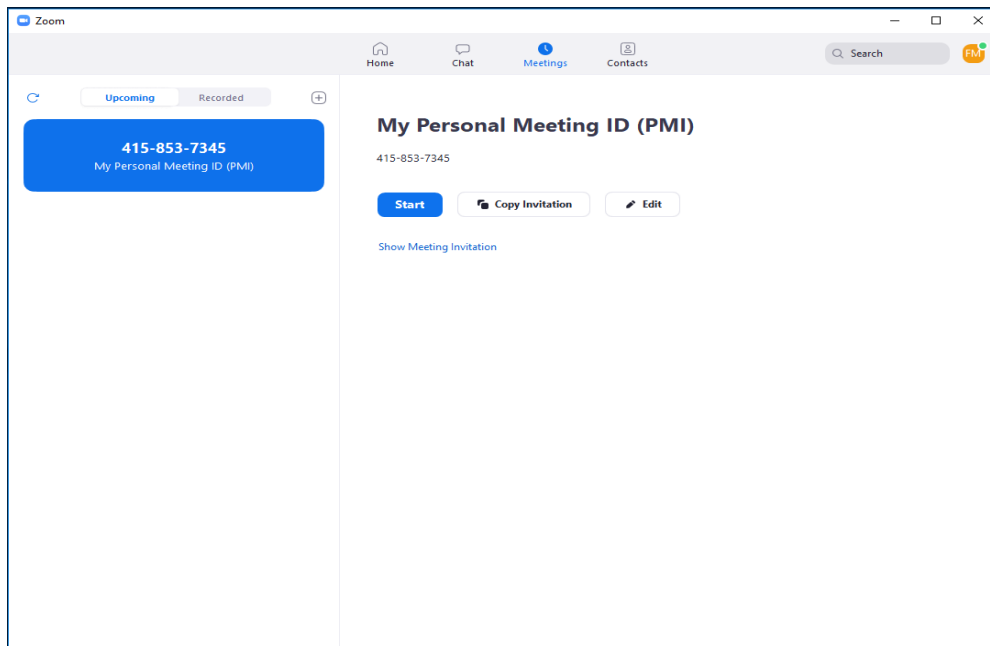
1. : Download Zoom App. From (<https://zoom.us/download>)
2. : Create profile using Free Sign Up option in sign in window with official email id.



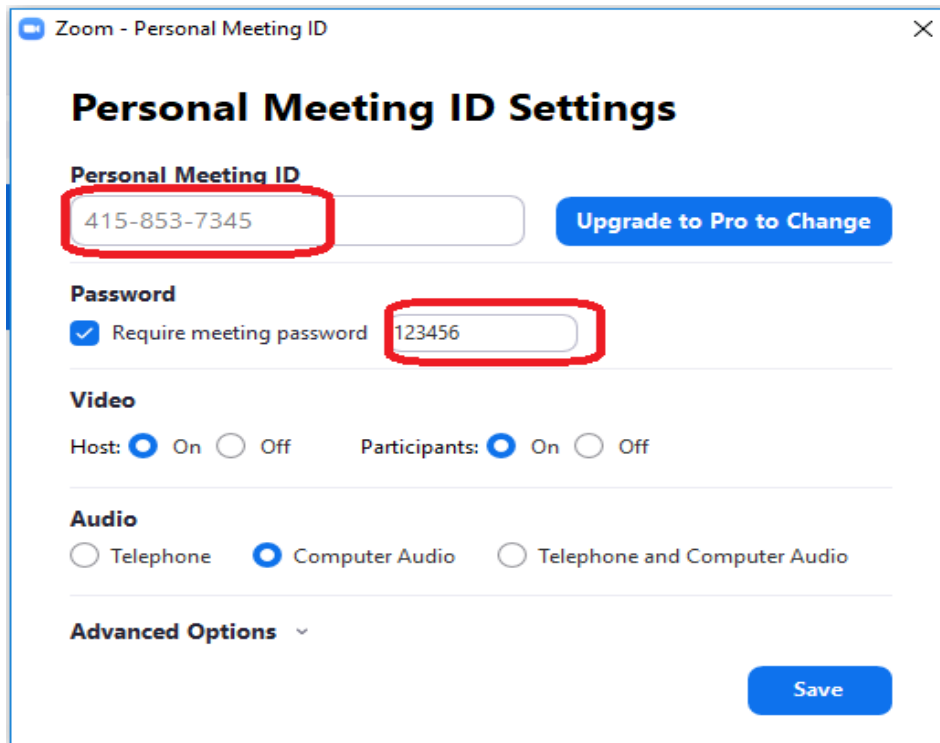
3. : Login by user credentials.



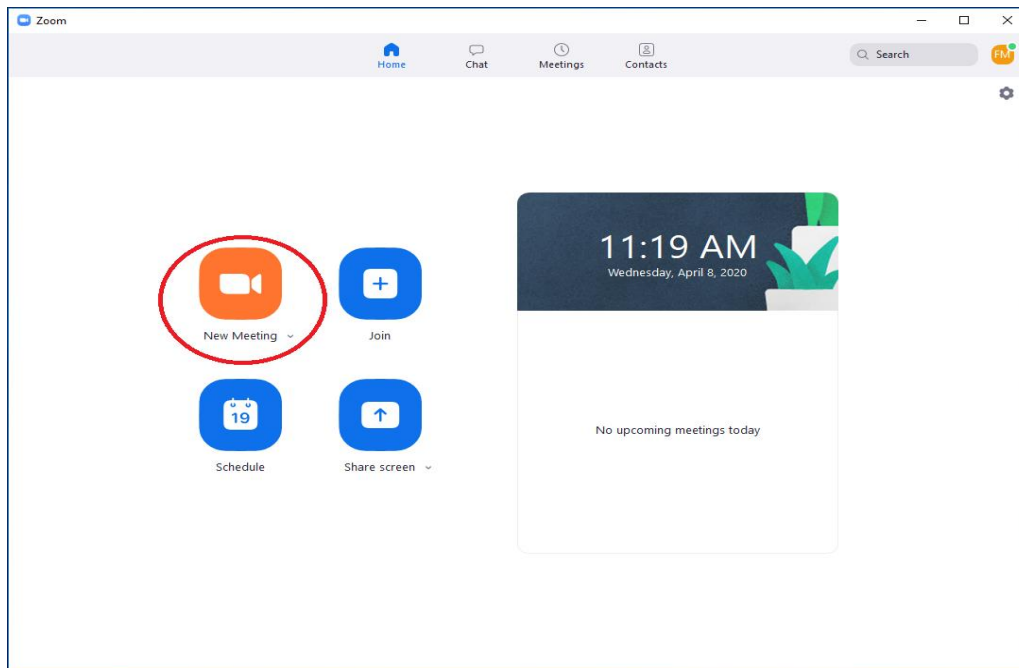
4. : Now click on meeting option.




5. : Note Personal Meeting Id & Password for meeting.



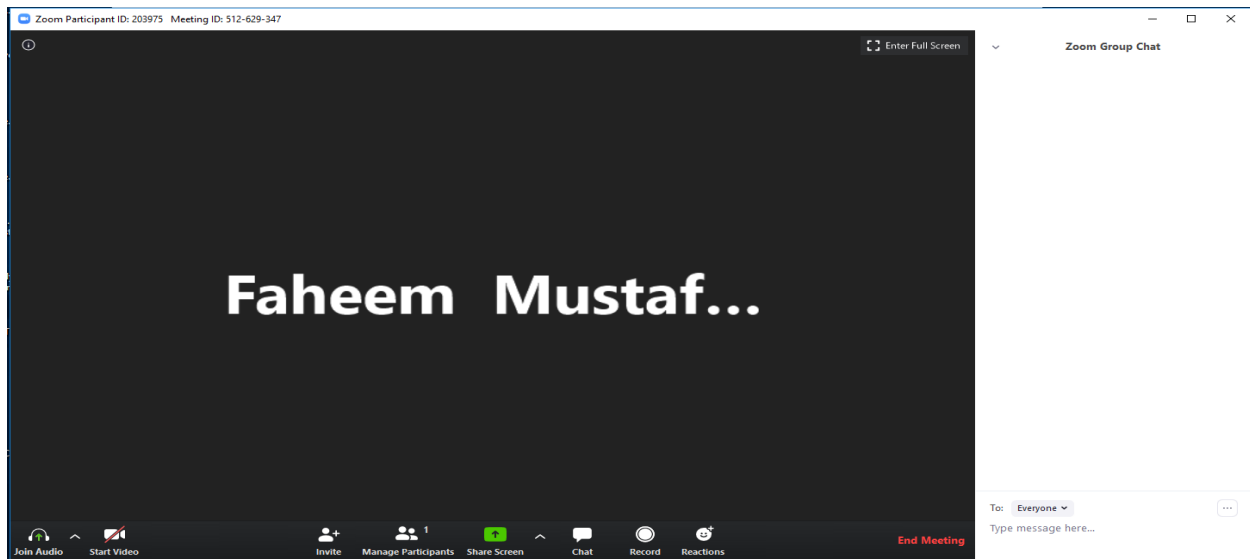
6. : Click on new meeting screen.



7. : Now we are ready for online class.


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Note: before class check web cam & mic for class meeting with students.

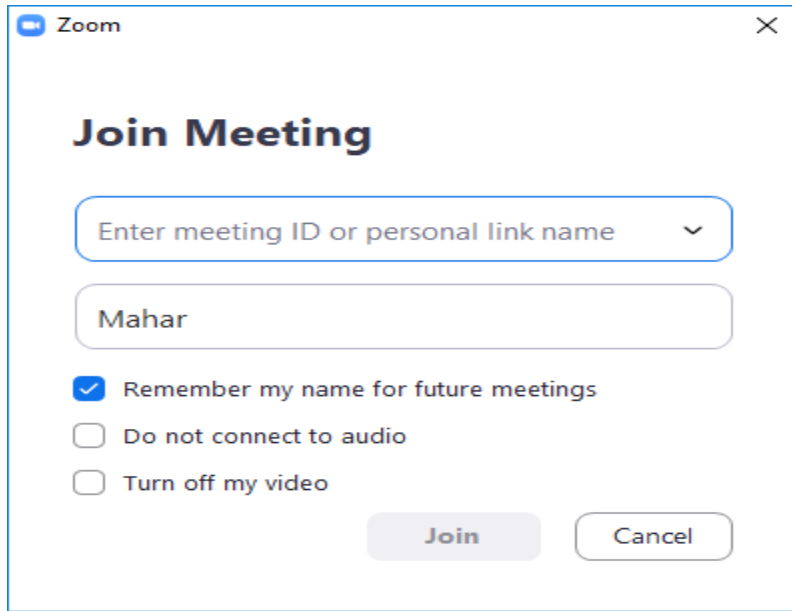


8. : Now student just click on “Join Meeting Button”



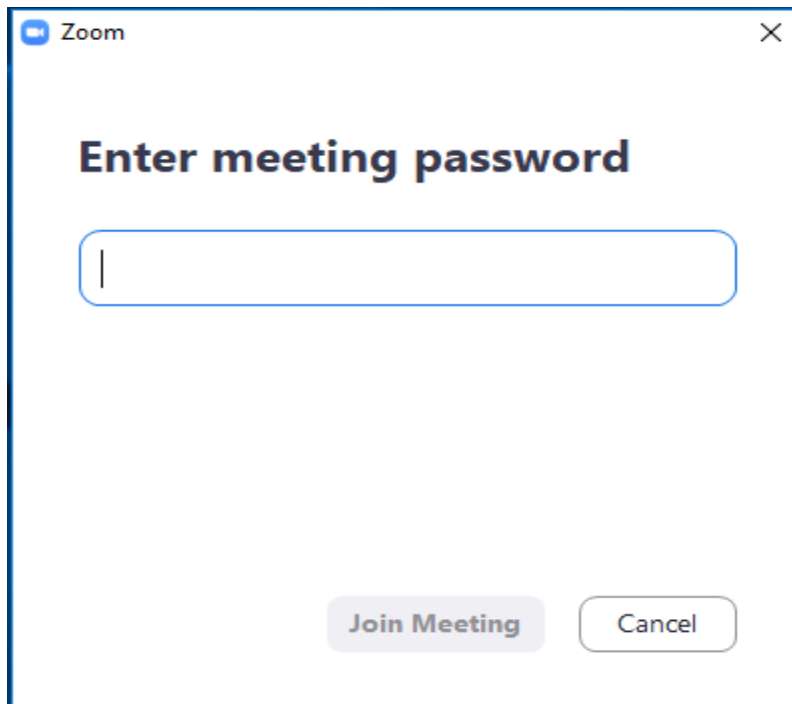
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9. : Student just enter Faculty personal Id.




The image shows a Zoom 'Join Meeting' dialog box. At the top, it says 'Zoom' with a close button. The main heading is 'Join Meeting'. Below this is a dropdown menu with the text 'Enter meeting ID or personal link name'. Underneath is a text input field containing the name 'Mahar'. There are three checkboxes: 'Remember my name for future meetings' (checked), 'Do not connect to audio' (unchecked), and 'Turn off my video' (unchecked). At the bottom, there are two buttons: 'Join' and 'Cancel'.

10. : Enter meeting password.



The image shows a Zoom 'Enter meeting password' dialog box. At the top, it says 'Zoom' with a close button. The main heading is 'Enter meeting password'. Below this is a large text input field for the password. At the bottom, there are two buttons: 'Join Meeting' and 'Cancel'.

Enjoy the meeting with Zoom.

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When you login to LMS for the first time, you will be required to change your password

To change your password:

1. Click on Change password link listed under My Profile settings in the left area of the screen.



2. Enter your current password once
3. Enter your new password twice
4. click the “Save Changes” button

Change password

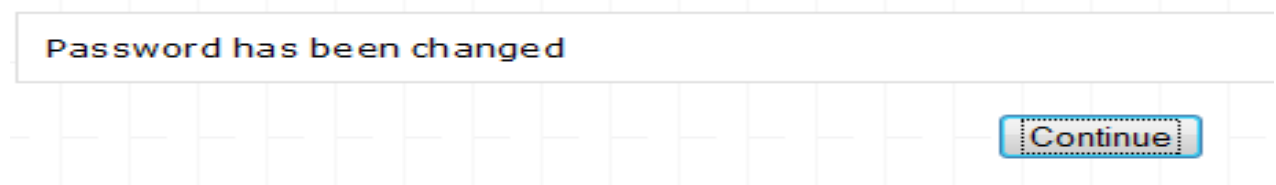
Username

Current password*


New password*

New password (again)*

5. Click the Continue button to return to your Profile page.



6. You have now updated your password.

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Editing your Profile:

The Profile contains information about yourself or another user. You are able to view and edit all of the information in your profile.

Now that you are logged into LMS we would advise that you edit your profile. Editing your profile will allow you to become familiar with the options available to you in order to personalize your environment.

1. To edit your profile look in the **Settings** block on the left hand side of the screen. Click the **My Profile settings** option to expand it, and then the **Edit profile** option, shown below:




2. The Edit Profile screen appears, as illustrated in Figure 2. This contains your user profile summary, which all users can view. You can make changes to your profile from here. Fields displaying an asterisk * are compulsory and fields which are displayed as grey text are non-editable, e.g. your name and email address.

You will now see a page containing a series of options. Shown in below figure


General

First name* Faheem
Surname* Mahar
Email address* faheem.mahar@gmail.com
Email display Allow only other course members to see my email address ▾
Email format Pretty HTML format ▾
Email digest type No digest (single email per forum post) ▾
Forum auto-subscribe Yes: when I post, subscribe me to that forum ▾
Forum tracking No: don't keep track of posts I have seen ▾
When editing text Use HTML editor (some browsers only) ▾
AJAX and Javascript Yes: use advanced web features ▾
Screen reader No ▾
City/town Sukkur
Select a country* Pakistan
Timezone UTC+5
Preferred language English (en)


Description 

Moodle auto-format ▾

User picture

Current picture None
Delete
New picture  Choose a file... Maximum size for new files: 64MB
No files attached
Picture description

Interests

List of interests  Enter tags separated by commas

Optional

Web page
ICQ number
Skype ID
AIM ID
Yahoo ID
MSN ID
ID number
Institution
Department
Phone
Mobile phone
Address

[Update profile](#)

There are required fields in this form marked *

The Edit Profile screen

- Once you have updated your profile, scroll to the bottom of the page and click the **Update Profile** button to save the changes.



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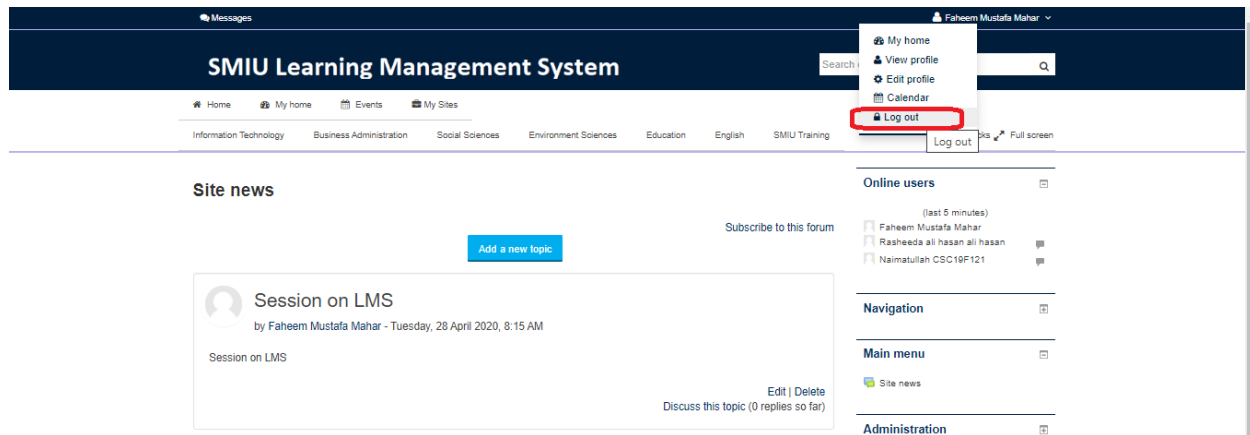
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How to Logout

Go to Top Right corner and click Logout OR Go to bottom of Page and click Logout

As Shown in below Figures



=====*Thank You*=====