

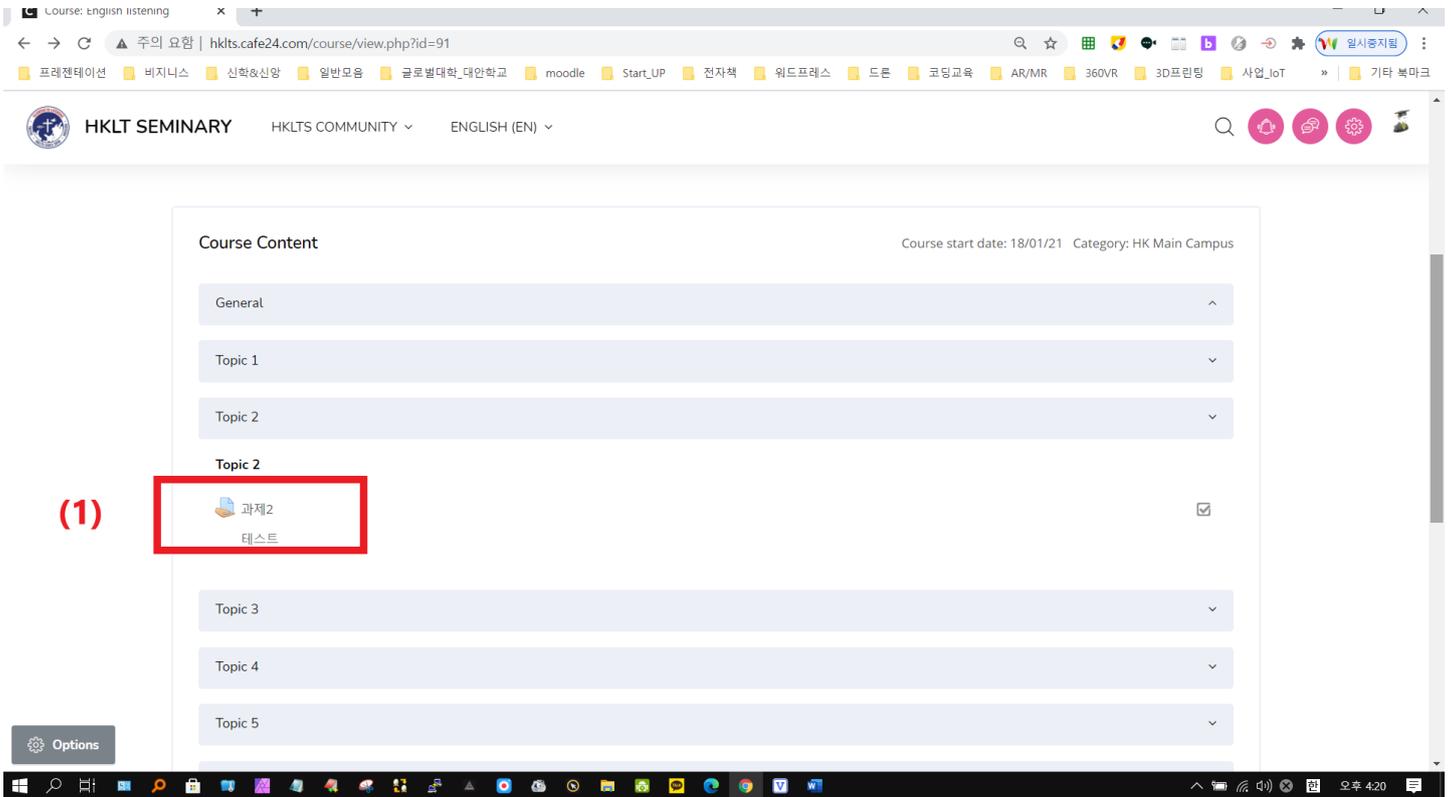


# MOODLE USER MANUAL

## 4. Assessing assignments and teaching PDF assignments

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### (1) Select the assignments submitted by students.



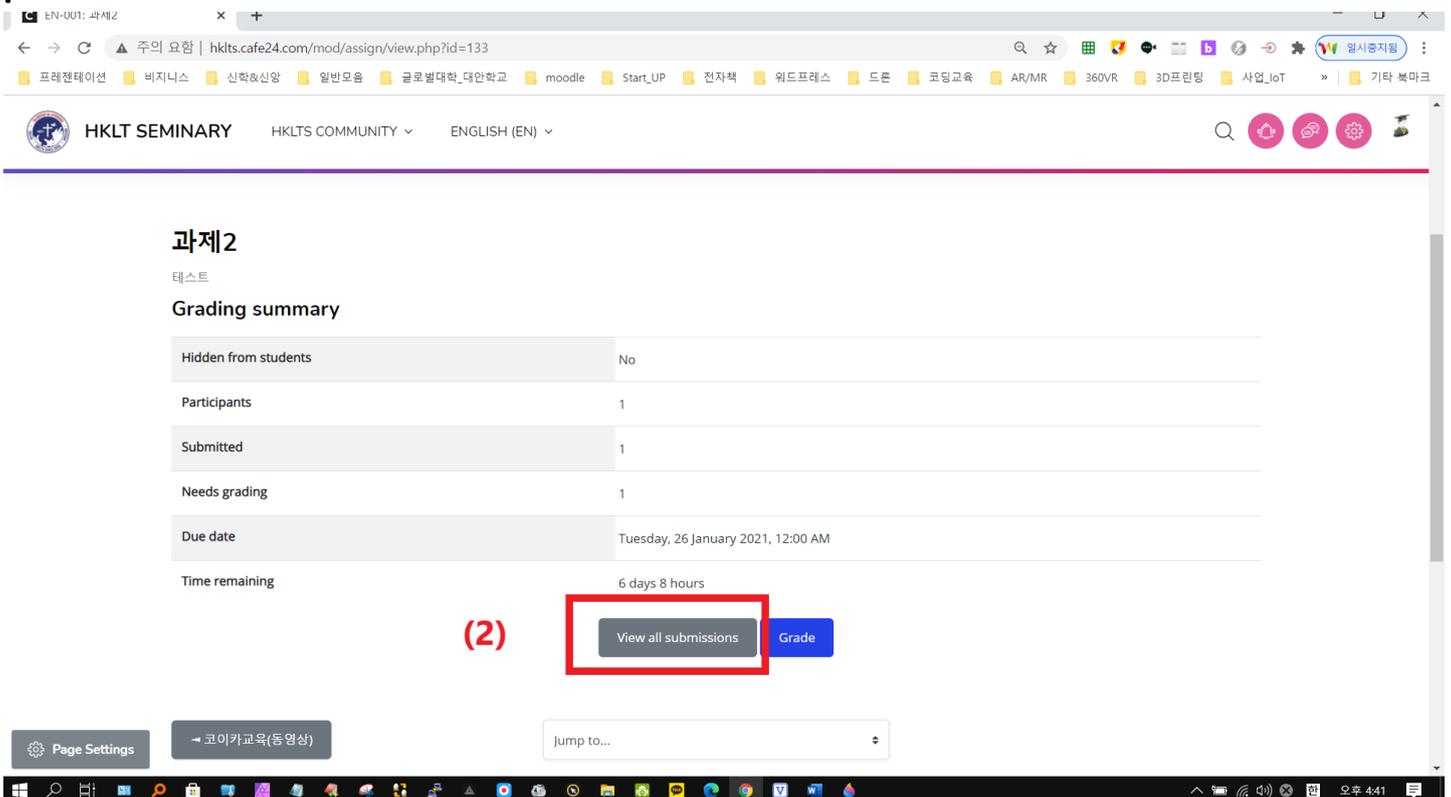
The screenshot shows the Moodle Course Content page for 'Course: english listening'. The page lists various topics and assignments. A red box highlights the '과제2 테스트' (Assignment 2 Test) item, which is marked with a checkmark. The course start date is 18/01/21 and the category is HK Main Campus.

Course Content Course start date: 18/01/21 Category: HK Main Campus

- General
- Topic 1
- Topic 2
- Topic 2
  - 과제2 테스트
- Topic 3
- Topic 4
- Topic 5

Options

### (2) Click the "View all submissions" button to view the students and assignments in the subject



The screenshot shows the Moodle Assignment View page for '과제2 테스트'. The page displays a 'Grading summary' table with the following data:

Hidden from students	No
Participants	1
Submitted	1
Needs grading	1
Due date	Tuesday, 26 January 2021, 12:00 AM
Time remaining	6 days 8 hours

At the bottom of the page, a red box highlights the 'View all submissions' button, which is next to a 'Grade' button. The page also includes a 'Page Settings' button and a 'Jump to...' search box.

과제2  
테스트

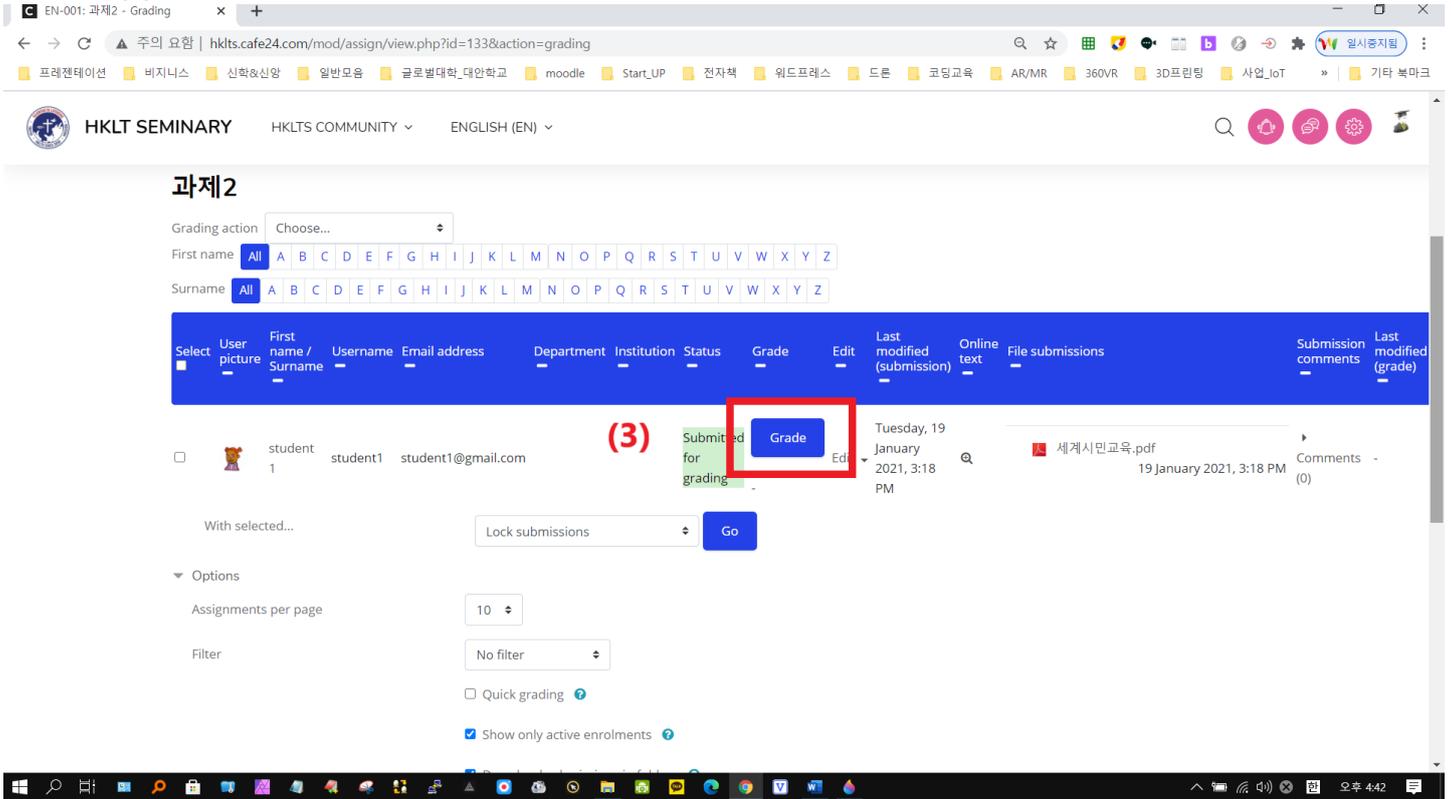
Grading summary

Hidden from students	No
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Time remaining	6 days 8 hours

(2)

Page Settings

**(3) Select the student to be evaluated and click the "Grade" button.**



- (4) Evaluate using lines, squares, circles, highlighters, stamps, etc.**
- (5) Enter the evaluation score.**
- (6) Lastly write a Feedback comment.**
- (7) Press the "save change" button and finish**

