

Understanding the Moodle Hierarchy

What would I use a Moodle Hierarchy for?

Understanding the course hierarchy will give you opportunities as a course team to:

- Be flexible in how you structure your course in Moodle in the most appropriate way for your students.
- For example – you may have discrete content which should sit at Programme level or in separate unit areas; and other content specifically for a Year Course or all cohorts on a particular Course. Alternatively, for a one year course, you may decide to place everything in one Year Course.
- Organise content across the hierarchy to minimise duplication.
- For example, a course handbook posted at the course level is visible to all students on that course
- Decide whether to use all four levels of the hierarchy (Programme, Course, Year Courses, Units) or only use some levels
- For example, you wish to use all levels except Units as these are integrated into Year Course – so you ‘hide’ all the Units (so Units are ‘off’ to students as well as staff)
- Decide how best to make use of Moodle’s communication functionality and the fact that student groups are automatically generated at each level of the hierarchy.
- For example, an email sent from Programme level can be sent to all students or a combination of courses or year courses; an announcement or email at Course level can be delivered to all or some cohorts; an email from a Unit will go to specific students on a particular Unit.

Course Hierarchy	Visibility / Groupings	Examples of use
Programme	All students in the programme; automatic grouping by course and year course	<p>Post information or content relevant to all members of a programme.</p> <p>Communicate with all students in the programme</p> <p>Facilitate collaborative activities for participants across all courses in a programme</p> <p>Deliver pathway content and activities</p>
All Year Course	All students on a given course within an academic year; automatic grouping by cohort (year 1, 2 etc)	<p>Post course handbook</p> <p>Facilitate collaboration with students across all course years and modes</p> <p>Communicate with students across all years and modes</p>

Course	All students on a given course in a given year and mode; automatic grouping by Unit	<p>Post workshop information, sign up lists surveys</p> <p>Post resources, URL links, course glossaries, discussion boards etc</p> <p>Access to Online Assessment tool (OAT) (if not deployed at Unit level)</p>
Unit	All students on a specific unit (no automatic grouping)	<p>Post unit handbook, contact hours info, assessment briefs, assignment submission</p> <p>Post learning and teaching resources and activities for the unit (e.g. tests, quizzes, surveys, discussion boards etc)</p>

Points to Note:

- Students are automatically enrolled on all four levels of the course hierarchy and will see the whole course hierarchy unless parts are specifically hidden by the course team
- Course administrators can hide / show courses using the Moodle Admin Tool
- Staff enrolments are NOT automatic – so the course hierarchy is not be evident to staff unless they are enrolled on all four levels
- Staff can only be enrolled by staff already on a programme, course, year course, or unit using the Moodle Admin Tool
- Individual members of staff can subsequently unenrol themselves from any part of the course hierarchy using the Moodle Admin Tool but cannot self-enrol
- You can only rename parts of the course hierarchy via Registry
- If staff are 'missing' a programme, course, year course or unit, this either because these are hidden or the staff have yet to be enrolled on them.

Course Hierarchy in Moodle

Moodle: Courses

- P** Business and Management ← Programme
- C** 15/16 Graduate Diploma Fashion Management
- C** 15/16 MA Strategic Fashion Marketing ← All Year Course
- C** 15/16 MA Strategic Fashion Marketing Flexible Learning LCF Part-time ← Course
- U** 15/16 Masters Project ← Unit
- C** 15/16 MA Strategic Fashion Marketing LCF Full-time Year 1
- U** 15/16 Collaborative Unit
- U** 15/16 Masters Project

Further Support

Additional support is on hand should you require help. Contact the Technology Enhanced Learning team at elearning-support@arts.ac.uk



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