

**Content and presentation of learning materials in  
MOOCs**

**Veljo Kabin**  
**Educational technologist**

**February 11, 2025**

# Introduction

- Learning materials are a central part of every MOOC because they provide learners with essential knowledge and guide the learning process.
- Some learning materials might already be available as files, others can be found online and additional resources can be created directly within Moodle.

## About learning materials

- Source: Guide to Creating a Quality E-Course
- Developing learning materials, it is important to ensure that they are suitable for independent study by learners.
- When creating learning materials, existing resources found in various repositories can be used or create them yourself.

## Tips for creating learning materials

- Use various media, digital tools and solutions to present learning materials: text-based materials, illustrations, audio materials, video materials, integrated solutions (e.g., slides combined with audio or video), animations, web references, etc.
- The necessary special equipment and software for participating in the course are provided to all learners.

## Tips for creating learning materials

- The learning content is reliable, accurate and up-to-date. The authors and educational institution details are clearly presented.
- Works of other authors are cited.
- The learning materials include a note on the last update.
- All web links and videos referenced in the course are functional.

## Tips for creating learning materials

- The learning material is usable with various web browsers (Mozilla Firefox, Safari, Google Chrome, Edge) and operating systems (Microsoft Windows, Linux, Mac OS, iOS, Android).
- If there are any technical requirements for using the learning materials, they must be specified in the course.

## Tips for creating learning materials

- The learning material is linguistically correct.
- The learning material is appropriately divided into smaller sections.

# Text

- Text is the most common and widely used method of presenting information. It is easier for the reader to understand if the recommendations for writing, structuring and formatting the text are followed.
- Digital learning material is mostly interactive text that includes web links and is presented in HTML format (as web pages).



# Text

- In MOOCs, text-based learning materials are usually presented using the Page or Book tool, which includes an editor for formatting the learning material.
- Text is often also delivered as files: materials created in presentation programs and text editors, which are distributed in formats such as PDF, DOC or PPT.

# Graphics

- It is recommended to combine text-based learning materials with graphics.
- Graphics (drawings, pictures, graphs) can present the content being learned, illustrate it, capture learners attention and help them better understand complex relationships.
- Common web browsers support image formats such as JPG, PNG and GIF.


# Graphics

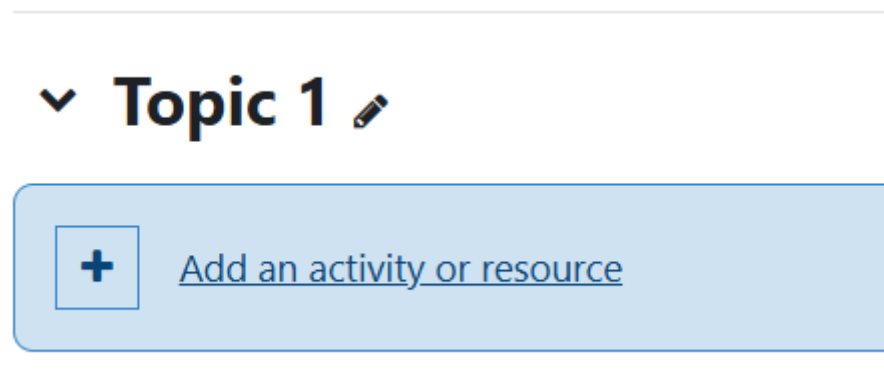
- To better distinguish graphics from text, it is recommended to leave some free space between the text and the image (for example, 5–10 pixels or 1–2 character spaces).
- This speeds up reading while giving the material a more space.

# Audio

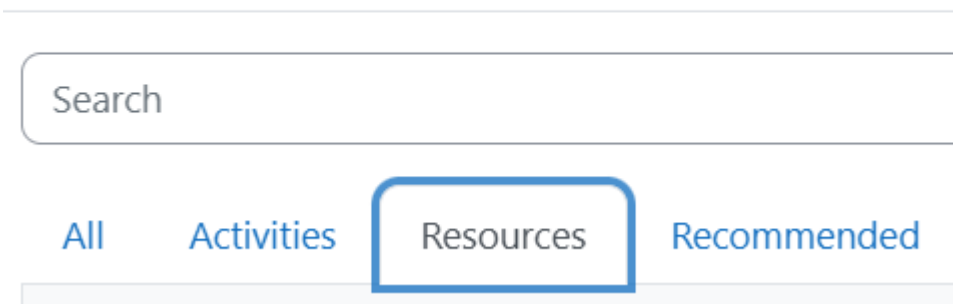
- Audio recordings can add explanations and audio examples to learning materials or present all necessary learning content (podcast, audio lecture).
- Creating audio material is not difficult, but it is harder to edit than text.
- In language learning, using audio helps with pronunciation and getting accustomed to the sound of the language.

# How to add learning materials to Moodle?

- Switch on the *Edit mode* Edit mode 
- At the bottom of each topic there is a *+ Add an activity or resource*, click on the Resources tab












## Add an activity or resource



# Types of materials

All Activities Resources Recommended

 Book ☆ ⓘ	 File ☆ ⓘ	 Folder ☆ ⓘ	 IMS content package ☆ ⓘ	 Lightbox Gallery ☆ ⓘ	 Page ☆ ⓘ
 Tab display ☆ ⓘ	 Text and media area ☆ ⓘ	 URL ☆ ⓘ			



Book

# Book

- **Book:** Enables to create a multi-page resource in a book-like format, with chapters and subchapters.
- Using the book, makes it easy to create and later modify learning materials.
- Books can be printed in their entirety or chapter-by-chapter.
- Using glossary in the course with automatic linking enabled, the keywords in the book's text will be directly linked to the glossary explanations.

# Book

## Table of contents



### Table of contents

1. Mis on Moodle?
2. Moodle'i töölaud
- 3. Kursuste kategooria: Eesti Maaülikool - avaleht**
4. Harno Moodle'i kursusepesa tellimine
5. Kursuse avaleht ja kursuse seaded
6. Kursuse struktureerimine

Eesti Maaülikool / Koolitused / Moodle-Kool / Raamat: Moodle ABC - 1. osa



BOOK

## Raamat: Moodle ABC - 1. osa

Book Settings Import chapter More ▾

View

Previous

Next

### 3. Kursuste kategooria: Eesti Maaülikool - avaleht

Alates 1. jaanuarist 2022. a jõustub Eesti Maaülikoolis struktuurimuudatus ja Eesti Maaülikoolis saab olema kolm instituuti. Sellega seoses on Moodle'is maaülikooli all kolm uut kategooriat, mis on struktuurireformi järgselt moodustunud instituutide nimed aastanumbriga 2022.

Kõik 2021/2022. õa kevadsemestrist toimuvad õppeained liiguvad uute kategooriate alla. Enne seda toimunud kursused on kategooria "Instituudid kuni 31.12.2021" alamkategooriates instituutide kaupa.

Uute kategooriate loomise eesmärk on aktiivsete ja toimuvate kursuste eristamine nendest kursustest, mida enam ei kasutata. Kategooriaid saab muuta ainult kooli administraator.





File

## File

- **File:** Enables to provide a file as a course resource. Where possible, the file will be displayed within the course interface, otherwise participants will be prompted to download it.
- Participants need to have the appropriate software on their computers in order to open the file.



File

## Tips for using File

- Use clear and consistent naming
- You can simply drag and drop files directly onto your course page
- Add files created with Office software or in specific formats only if participants need to edit them.
- Otherwise save them first in your computer as PDF files and choose under Appearance -> Display -> In pop-up

### ▼ Appearance

Display

In pop-up ⇅



File

## Tips for using File

- If you present files as PDFs, make sure they open in a new window.
- If you have scanned something into a PDF yourself, make sure they open in the correct orientation.
- Use scanned materials, such as a manual, in a motivated amount, which means 2 to 3 chapters, not the entire book.



# Folder

- **Folder:** The folder module enables a teacher to display a number of related files inside a single folder, reducing scrolling on the course page. A zipped folder may be uploaded and unzipped for display, or an empty folder created and files uploaded into it.

# Folder



Folder



Folder

Settings

More ▾

Download folder



Assigment.pdf



Study-material.pdf



IMS content  
package

# IMS content package

- **IMS content package:** An IMS content package is a collection of files which are packaged according to an agreed standard so they can be reused in different systems. The IMS content package module enables such content packages to be uploaded as a zip file and added to a course as a resource.
- Content packages are created with specialized software outside the Moodle.
- Content is usually displayed over several pages, with navigation between the pages. There are various options for displaying content in a pop-up window, with a navigation menu or buttons etc.



Lightbox Gallery

# Lightbox gallery

- **Lightbox gallery:** Enables participants to view a gallery of images.
- As the creator of the course, you are able to create, edit and delete galleries.
- Small thumbnails will then be generated, which are used for the thumbnail view of the gallery.
- Clicking on any of the thumbnails brings that image into focus and allows you to scroll through the gallery at your leisure.
- If enabled, participants are able to leave comments on your gallery.



Lightbox Gallery

# Lightbox gallery



LIGHTBOX GALLERY

## Lightbox Gallery

Lightbox Gallery

Settings

More ▾



Add images





Text and media  
area

## Text and media area

- **The Text and media area:** Enables you to display text and multimedia on the course page.
- You can use a Text and media area to:
  - Split up a long list of course activities with a subheading or an image
  - Display an embedded video directly on the course page
  - Add a short description to a course section



Folder

# Text and media area

## ▼ General



FORUM  
News Forum

## Text and media area



FOLDER  
Folder



# Page

- **Page:** Enables to create a web page resource using the text editor. A page can display text, images, sound, video, web links and embedded code, such as YouTube or iframe content.
- The page is ideal for presenting course descriptions and brief instructions which may require occasional updates.
- Advantages of using the page module rather than the file include the resource being more accessible and easier to update.



# Page

- For large amounts of content, it's recommended that a book is used rather than a page.
- A page may be used to embed several videos or sound files together with some explanatory text.
- If you use a glossary in which autolink feature is enabled, the keywords in the page are automatically linked to glossary definitions.



Page

# Page



PAGE

## Video: Kuidas luua Moodle'i kursusele sisukord?

Page

Settings

More ▾

View

Moodle'is on võimalik lisada kursuse paremasse äärde plokke ja HTML-plokis on võimalik luua tekstilised viited kursuse teemadele.



Page

# Page

## ▼ Content

Page content

A rich text editor interface. The toolbar is located at the top of a large, empty rectangular content area. The toolbar contains several rows of icons: the first row includes a downward arrow, text color (A), bold (B), italic (I), background color, foreground color, bulleted list, numbered list, link, and unlink; the second row includes image, document, copy, microphone, video, and link; the third row includes underline (U), strikethrough (ABC), subscript (x<sub>2</sub>), superscript (x<sup>2</sup>), bulleted list, numbered list, bulleted list, numbered list, table, link, table, link, undo, and redo; the fourth row includes a help icon, a grid icon, and a code icon (</>). The content area is currently empty, with a vertical cursor at the top left. A small grey circle with a question mark is located at the bottom right corner of the content area.



Page

# Page

The screenshot displays a user interface for managing content. On the left, a sidebar shows a 'Content' section with a dropdown arrow and 'Page content' below it. A red warning icon is visible next to 'Page content'. The main area shows a toolbar with icons for undo, text formatting, image, video, audio, link, and other media options. A modal dialog box titled 'Insert media' is open, featuring tabs for 'Link', 'Video', and 'Audio'. The 'Video' tab is selected. It contains a 'Video source URL' field with a 'Browse repositories...' button. Below the field are three expandable sections: 'Display options', 'Advanced settings', and 'Subtitles and captions'. An 'Insert media' button is at the bottom of the dialog.



URL

# URL

- **URL:** Enables to provide a web link as a course resource. Anything that is freely available online, such as documents, audio and video files or images, can be linked to.
- To add a URL, you need to know the full web address of the file, which must start with `http://` or `https://`





URL

# URL

## ▼ General

Name



External URL



Choose a link...

Description

Rich text editor toolbar with icons for: Undo, Bold, Italic, Text color, Background color, Bulleted list, Numbered list, Link, Unlink, Image, Document, Copy, Paste, Video, and Embed. Below the toolbar is a large text area for the description.

Display description on course page

## ▼ Appearance

Display



- New window ▾
- Automatic
- Embed
- New window
- Open
- In pop-up

## > URL variables

## > Common module settings

## > Restrict access



URL

## When to use the URL?

- **Linking to online articles:** If you want participants to read a specific article, you can provide the direct URL to the content.
- **Embedding videos:** Use URLs to link to videos hosted on platforms like YouTube, Vimeo or other video repositories. This is useful for integrating multimedia content into your MOOC.
- **Accessing online documents:** Link to documents available on the web, such as PDFs, Google Docs or other online resources that students need to access.



URL

## Tips for using URL

- **Clear descriptions:** Always provide a clear description of what the URL links to. This helps to understand the purpose of the link.
- **Check accessibility:** Ensure that the linked content is accessible to all participants. Avoid linking to resources that require subscriptions or logins unless all participants have access.
- **Update regularly:** Periodically check that the URLs are still active and the content is still relevant.
- **Use with other tools:** Combine URLs with other Moodle tools like the Book or Page to provide context and additional information about the linked resources.



# Glossary

- The Glossary activity allows participants to create and maintain a list of definitions, like a dictionary.

**Sõnastik**

Glossary Settings Pending approval More

Add entry Import entries ...

Browse by alphabet Search Search full text

Browse the glossary using this index

A|B|C|D|E|F|G|H|I|J|K|L|M|N|O|P|Q|R|S|T|U|V|W|X|Y|Z|ALL

**I**

**Ilm (weather)**

Atmosfääri lühiajaline seisund mingis kindlas paigas. Ilma saab muuhulgas iseloomustada õhutemperatuuri, niiskuse, õhurõhu, tuulte režiimi ja tugevuse, sademete ja muude meteoroloogiliste näitajate abil.



# Glossary

## KA4.3 Kliima soojenemise inimtekkelisus

Sinu hea tuttav Mari kuulis, et käsitled kooli  
Mari ei tea, miks teadlased ütlevad, et "kliim  
kohta?

### A4 Põhisõnumid

- Kliima soojenemise inimtekkelisust tõen

### A4 Täiendavad materjalid

[IPCC AR6 WGI kokkuvõte poliitika kujunda](#)  
[IPCC AR6 WGI Ch3](#)  
[Animatsioon](#) erinevate tegurite panusest so

## Kliima (climate)

Laiemas mõttes globaalse kliimasüsteemi olekute kogum pikema aja jooksul, kusjuures kliimasüsteem koosneb atmosfäärist (õhk), hüdrofäärist (vesi), krüosfäärist (jää), litosfäärist (maakoor ja maapind) ja biosfäärist (elusloodus) (vt Joonis A1.1). Kitsamas mõttes mingi paiga pikaajaline ilmade laad ja rütm. Ilma kirjeldatakse õhutemperatuuri, -niiskuse, ja -rõhu, tuulte režiimi, sademete ja teiste atmosfääri olekut isloomustavate näitajatega.

OK



H5P

# H5P

- **H5P**, short for Html-5-Package, is a plugin tool that helps produce and run interactive content and interactive video within your LMS

# H5P Interactive Video

We have two homes:



...our home in the university  
**main building (floor 0)**

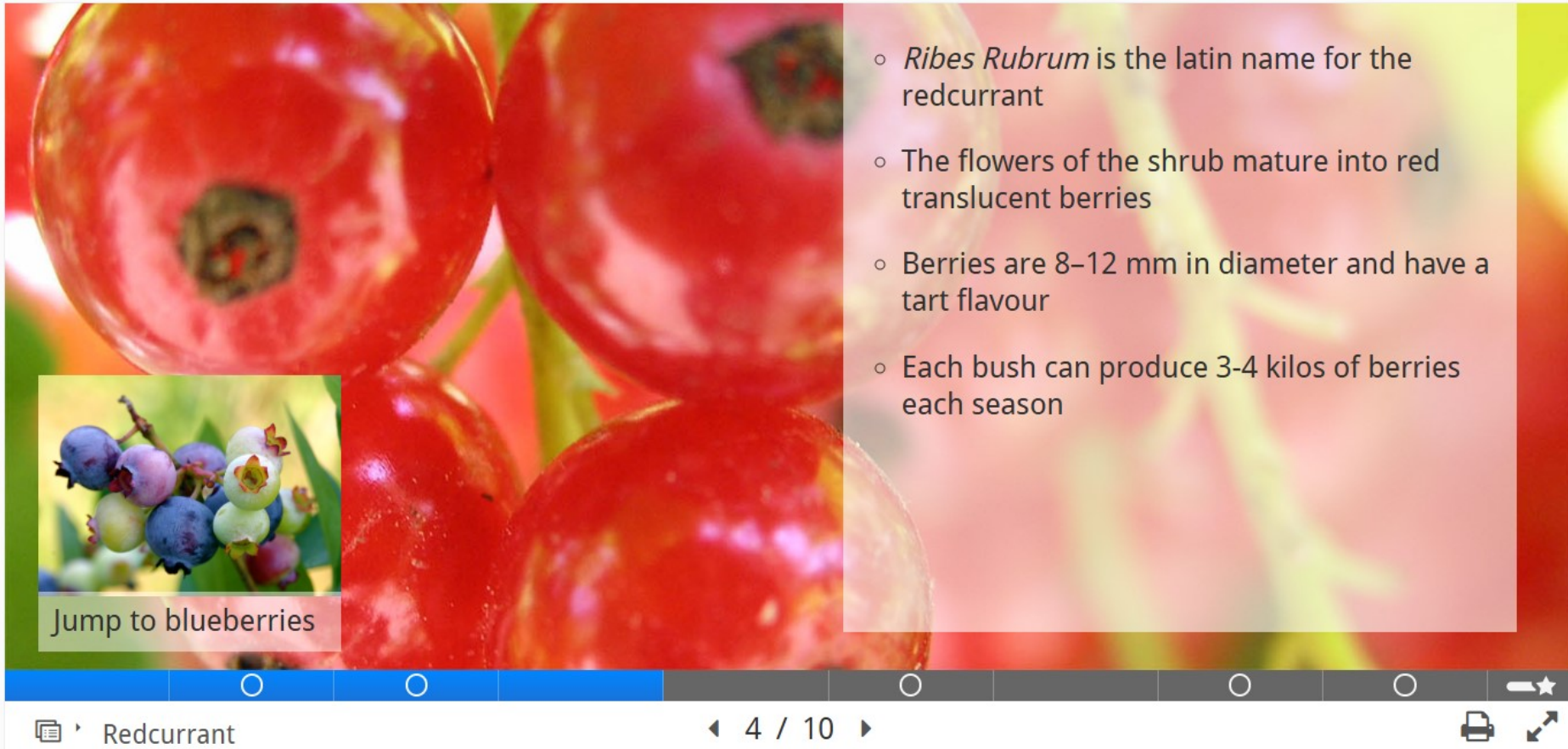
Opening hours  
Mon-Fri 9-19 Sat 10-14



Eesti Maaülikool  
Estonian University of Life Sciences

Video player controls including play button, progress bar, volume, and settings icons.

# H5P Course Presentation



◦ *Ribes Rubrum* is the latin name for the redcurrant

◦ The flowers of the shrub mature into red translucent berries

◦ Berries are 8–12 mm in diameter and have a tart flavour

◦ Each bush can produce 3-4 kilos of berries each season

Jump to blueberries

Redcurrant

◂ 4 / 10 ▸

🖨️ ↗️



**Thank you**