

Upload SCORM Activity

SCORM packages allow interactive, trackable learning modules to be delivered inside courses.



PREREQUISITES

- You have editing rights in the course (Teacher or Manager role).
- The SCORM package is prepared as a .zip file (exported from an authoring tool like Articulate, Captivate, etc.).
- The course is already created and accessible.



BEST PRACTICES

- Test the SCORM package before publishing.
- Use clear titles and descriptions.
- Enable completion tracking for accurate reporting.
- Keep SCORM files optimized for smooth performance.

STEP-BY-STEP PROCESS

1

Turn Editing On

- Enter the course.
- Click **Turn editing on**.

2

Add SCORM Activity

- In the section where you want the SCORM, click **Add an activity or resource**.
- Select **SCORM package** from the activity list.

3

Upload the SCORM File

- In the SCORM settings, go to the **Package file** area.
- Upload your **.zip** SCORM package.
- Save changes.

4

Configure SCORM Settings

- **Display package:** Choose how it opens (new window, window size, etc.).
- **Attempts:** Allow single or multiple attempts.
- **Completion tracking:** Enable if you want progress monitoring.

5

Save & Test

- Click **Save and return to course**.
- Test the SCORM activity to ensure it loads correctly and tracks completion.

COMMON MISTAKES

Uploading an uncompressed folder instead of a .zip package.

Forgetting to configure grading and completion tracking (students' progress won't be recorded).

Not testing the SCORM after upload (some packages may have compatibility issues).

Placing the SCORM in the wrong course section, confusing learners.

NEED A TIP?

Always preview your SCORM package in a test course before assigning it to learners.

Upload Video in Moodle

Videos can be added as resources or embedded into activities for richer learning experiences.



PREREQUISITES

- You have editing rights in the course (Teacher or Manager role).
- The video file is ready (MP4 recommended) or hosted externally (YouTube/Vimeo).
- The course is already created and accessible.




BEST PRACTICES

- Use compressed videos for faster loading.
- Provide a clear title and instructions.
- Test the video for smooth playback.
- Add captions or transcripts for accessibility.


STEP-BY-STEP PROCESS


1




Turn Editing On

- Enter the course.
- Click **Turn editing on** (top right).





2

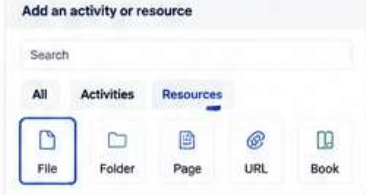



Add a Resource or Activity

- In the section where you want the video, click **Add an activity or resource**.


Options:

- File** → Upload a video file directly.







3




Upload or Embed the Video


- File option:** Drag and drop the video file or use the file picker.
- Embed option:** Paste the embed code (from YouTube/Vimeo) into the HTML editor.
- URL option:** Copy the video link and paste it into the URL field.







4




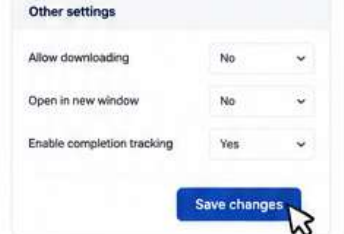
Configure Display Settings

Choose how the video opens:


- Automatic** (default).
- Embed** (shows inside Moodle page).
- New window** (opens separately).

Adjust visibility (show/hide from students).







5



Save & Test

- Click **Save and return to course**.
- Test the video to ensure it plays correctly.







COMMON MISTAKES



Uploading very large video files without compressing (causes slow load times).



Forgetting to check file size limits set by the site admin.



Using unsupported formats (stick to MP4 for best compatibility).



Not testing embedded videos (sometimes embed codes break).



NEED A TIP?

Host videos externally (YouTube/Vimeo) for better streaming performance and smaller course sizes.



Video uploaded successfully!



WE'RE HERE TO HELP
Our support team is available 24/7 to assist you.



Email
support@etechtexas.com



Support Time
24/7

Upload Video in Moodle (SuperVideo vs Interactive Video)

Choose the correct method based on scroll bar needs and completion requirements.



PREREQUISITES

- ✓ You have editing rights in the course.
- ✓ The video file is ready (MP4 recommended).
- ✓ You know whether the activity requires:
 - Mandatory watch percentage (e.g., 100%), or
 - Allowing learners to use the scroll bar.



BEST PRACTICES

- Use SuperVideo for strict tracking and completion.
- Use Interactive Video when learners can navigate freely.
- Test the video after upload to ensure it works and tracks properly.

STEP-BY-STEP PROCESS

1



Turn Editing On

- Enter the course.
- Click **Turn editing on**.



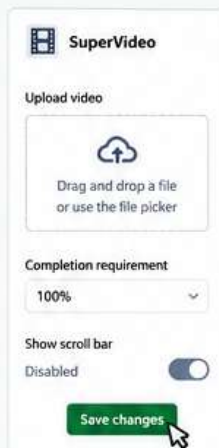
OPTION 1: SUPERVIDEO MODULE

Use this when:

- ✓ You do NOT want to show the scroll bar.
- ✓ You require learners to watch 100% or a specific percentage to complete the activity.
- ✓ You need strict tracking and completion control.

How to Upload Using SuperVideo

- 1 Click Add an activity or resource.
- 2 Select SuperVideo.
- 3 Upload your video file.
- 4 Configure:
 - Disable scroll bar (default behavior).
 - Set completion requirement (100% or any percentage).
- 5 Save and test.



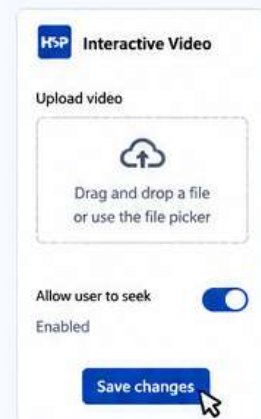
OPTION 2: INTERACTIVE CONTENT → INTERACTIVE VIDEO

Use this when:

- ✓ You allow learners to use the scroll bar.
- ✓ You do NOT require 100% or percentage based completion.

How to Upload Using Interactive Video

- 1 Click Add an activity or resource.
- 2 Select Interactive Content (HSP).
- 3 Choose Interactive Video.
- 4 Upload your video.
- 5 Save and test.



COMMON MISTAKES



Choosing Interactive Video when you need mandatory 100% watch (it allows scrolling).



Using SuperVideo when you want learners to freely navigate the video.



Forgetting to test the video after upload.



Uploading very large files without compression.



QUICK DECISION GUIDE

Requirement	Choose
No scroll bar	SuperVideo
Must watch 100% or set percentage	SuperVideo
Scroll bar allowed	Interactive Video
Strict completion tracking	SuperVideo



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Upload PDFs / PPTs

Add learning resources directly into your course for students to access.



PREREQUISITES

- You have editing rights in the course (Teacher or Manager role).
- The PDF or PPT file is ready and saved locally.
- The course is already created and accessible.



BEST PRACTICES

- Use clear and meaningful file names.
- Organize files in the right section for easy access.
- Preview files after upload to ensure they open correctly.

STEP-BY-STEP PROCESS

1



Turn Editing On

- Enter the course.
- Click **Turn editing on**.

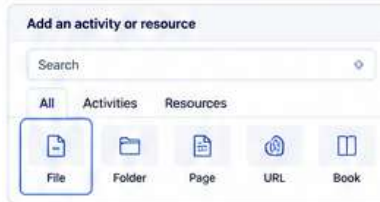


2



Add a Resource

- In the section where you want the file, click **Add an activity or resource**.
- Select **File** (for a single PDF/PPT).
- Click **Add**.

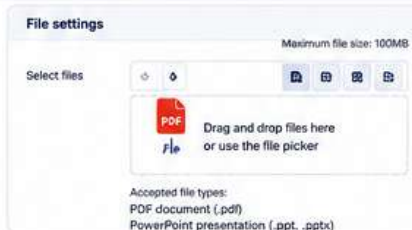


3



Upload the File

- In the **Select files** area, drag and drop your PDF/PPT or use the file picker.
- **Appearance** -> **display** -> **secure pdf/Flipbook viewer**
- **Save changes**.



4



Configure Display Settings

- Choose how the file will open:
 - Automatic (default).
 - Embed (shows inside page).
 - Force download (students must download).
- **Adjust visibility** (show/hide from students).



5



Save & Test

- Click **Save and return to course**.
- Test the resource to ensure it opens correctly.



COMMON MISTAKES



Uploading files without clear names (students get confused).



Uploading very large PPTs without compressing (may cause slow load times).



NEED A TIP?

Organize your resources in topics/sections so learners can find them easily.



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