

The MOODLE

To be able to access the NFWI on-line learning tool you need to be set up on the MCS as an online learner and your email address must be on the MCS

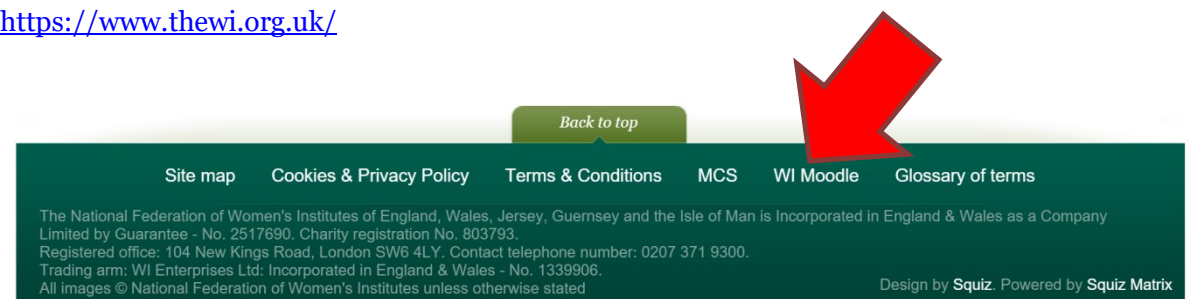
Your WI MCS rep can set this up for you and give you your unique membership number or you can get help from WI House in Chester.

Once you have been set up you will automatically receive an email with your login details – check that this email doesn't sit in your junk mail box.

If you have forgotten your password click the box to be sent another one

To find the MOODLE website for the first time click on the link at the bottom of the NFWI website, then save the web address to your favourites

<https://www.thewi.org.uk/>



Use your WI membership number as your Moodle user name to login.

The user name is 3 letters followed by numbers, this is CHE for Cheshire members followed by your individual membership number.

Use the password you have been sent to log in for the first time, then you can change to a password of your own choosing.

Once you have access to the MOODLE have a look at all the information on each of the tabs. There is an enormous amount of information for members to make use of



Welcome to the WI Moodle, the training and resource site for the National Federation of Women's Institutes

Roll your mouse over the top navigation bar and you'll see the areas listed. Click to access the area. You will be prompted to confirm on initial entry. Areas with an asterisk are not open and need a key to enter. If you need help please go to Help me Login.

There is a search facility to help you to find your way around the information

Go to the bottom of the front page and click on 'Navigate around the WI MOODLE'

<http://www.witraining.org.uk/mod/glossary/view.php?id=1073>

This glossary contains links to any areas of the MOODLE you may have difficulty finding.

There is a 'Help Me' tab on the MOODLE which you can access before you log into the website and which may be able to answer any queries you have



Home > Site pages > Help Me

Help Me

How to become a Moodle user

1. To receive a Moodle user account you need to contact your Membership Communication System(MCS) Rep. This is the person in your WI who updates your membership records.
2. If you're not familiar with who she is please ask in your WI or contact your Federation Secretary
3. The MCS Rep will register you. You should receive an auto-generated email. You might even receive 2 emails.
4. The email should contain a link to the WI Moodle.
5. The email should also show your user name and password.

If you do not receive email/s within 12 hours please email witrainingadmin@witraining.org.uk.

Why am I having problems?

Receiving the user name and password

A password is automatically generated when the WI Moodle account is created and an email should arrive in your Inbox. Some email systems block messages they think might be a problem.

If you have any problems you can ask for help from the NFWI unit at Denman.
email: witrainingadmin@witraining.org.uk