

External examiners access to module packs

External examiners are usually give an access to Moodle as the 'non-editing Teacher' role. In order for module packs to be available to the examiners but hidden from students it's necessary to create a group and hide the resource based on the group membership. However it is recommended to use SharePoint for external examiner access to module packs to avoid the risk of student access.

1. Setting up the group	Edinburgh Napier	
From the left hand side panel click <i>Participants</i> .	MIC09607 2016-7 TR3 003	
You can check who is enrolled as a non-editing Teacher using	Participants	
the <i>Current role</i> drop menu.	Grades	
Click the coglicon on the right hand side and select Groups.		

Participants		<u>.</u>	•
My courses	Inactive for mc	Enrolment methods	r list
Moodle - Edinburgh Napier University	Select period	 Groups Permissions 	\$
Current role Non-editing teacher +		2. Check permissions	
Users with the role "Non-editing teacher": 1			

MIC09607 2016-7 TR3 003 Groups

Click <i>Create group</i> and give a suitable title. Then <i>Add/remove users</i>	Groups: External examiner (0)	Members of: External examiner (0)
	Edit group settings	Add/remove users

	Add/remove users: Extern	d/remove users: External examiner			
	Group members		Potential members		
Scroll and find role and then A Click <i>Back to G</i>	the <i>non-editing Teacher</i> Add to the group. <i>roup</i> when finished.	Remove ►	Ka Chun Leung (40296300) (0) Man Kiu Leung (40296301) (0) Ho Yin Li (40296302) (0) Ka Tat Li (40296303) (0) Po Yan Li (40296304) (0) Tik Ki Li (40296305) (0) Non-editing teacher (2) Natalia Mclaren (40011179) (0)	<	
	Search		Search		



2. Restrict access to resources

The following steps are for restricting a section but the same principles apply to hiding a folder or any other resource item.

With editing turned on, select *Edit section* from cog icon (ensure the section is not hidden).

🕶 Module Pack- External examiner only 🛛 🔊	⇔ Edit -
¢	🛱 Edit section
💠 🗴 Module Descriptor 🖉 Edit 🗸	© Highlight
💠 🔳 Assessment Brief 🖉 Edit 🗸	Ide section
💠 📄 Statistics Assessment 1 🧪 Edit 🗸	× Delete section

Expand the <i>Restrict access</i> section, click <i>Add restriction</i> and then click the	Restrict access			
<i>Group</i> option.	Access restrictions	None		
Group A b g	llow only students who elong to a specified roup, or all groups.	Add restriction		

Note the group setting does apply to non-editing teachers despite the description.

Select the *External examiner* group and ensure the eye icon is crossed so that the section is hidden entirely from non-group members.

St	tudent	must	\$	ma	tch th	e following
ø	Group	External	examin	er	\$	×

Click Save changes.

The section is only available to the group members and course Teachers.

