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

From the left hand side panel click *Participants.*

You can check who is enrolled as a non-editing Teacher using the *Current role* drop menu.

Click the cog icon on the right hand side and select *Groups*.

Click *Create group* and give a suitable title.

Then *Add/remove users*

Scroll and find the *non-editing Teacher* role and then *Add* to the group.

Click *Back to Group* when finished.
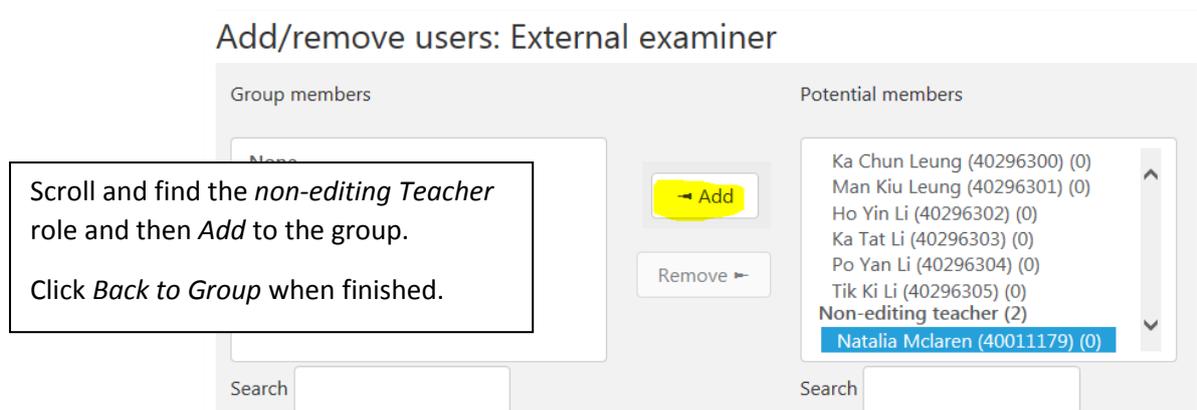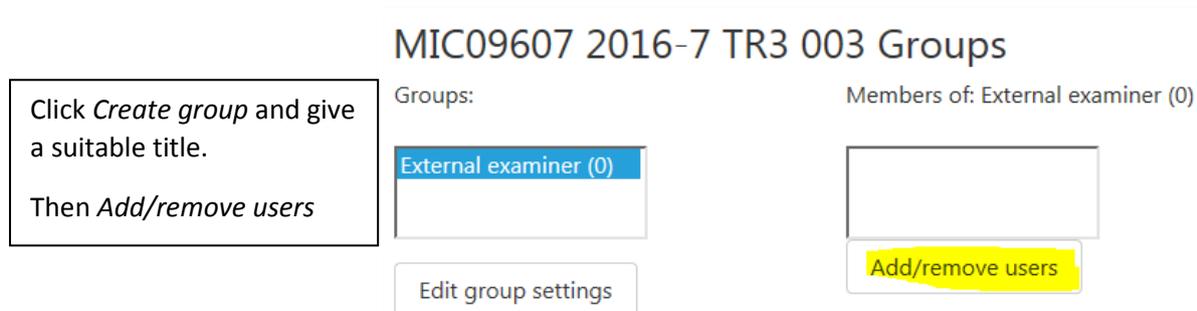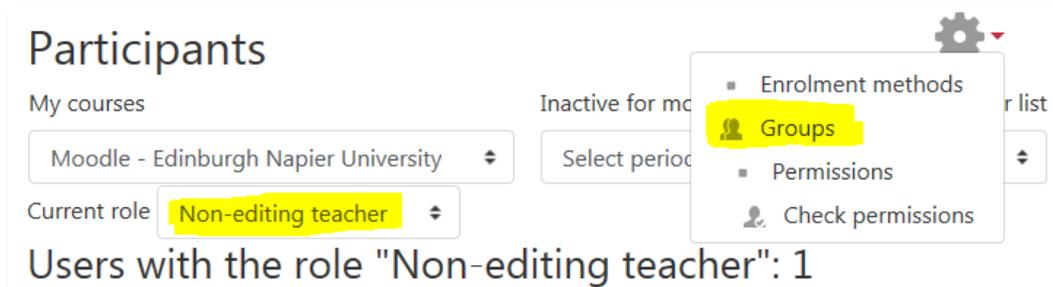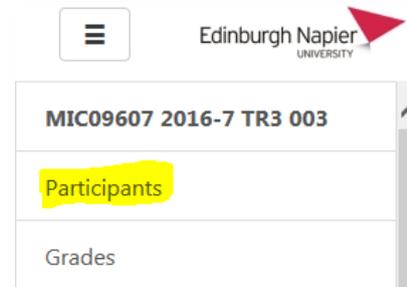
2. Restrict access to resources

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).
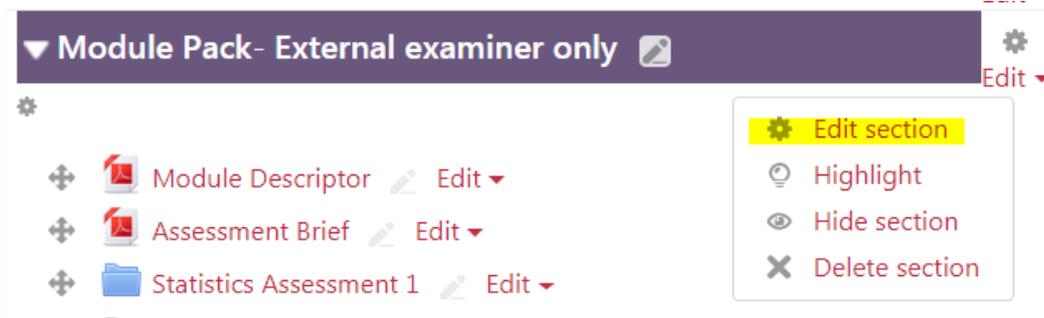
Expand the *Restrict access* section, click *Add restriction* and then click the *Group* option.
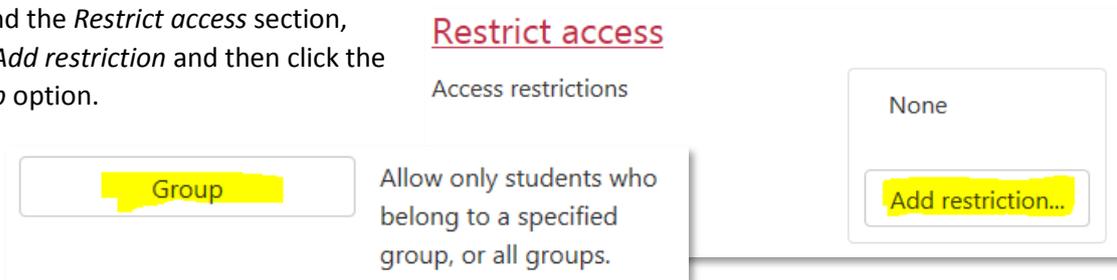
Note the group setting does apply to non-editing teachers despite the description.

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

Click *Save changes*.
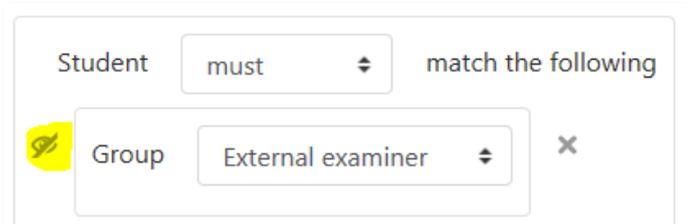
The section is only available to the group members and course Teachers.