



INSTITUT
CATHOLIQUE
DE KABGAYI
Science-Conscience-Development



Teacher user Guide on ICK eLearning Platform



ICK eLearning Platform: Manual user for teacher

Welcome

Dear users of the ICK eLearning platform, it is great pleasure to welcome you all and use Virtual Learning tools available on this platform where teachers and students can interact and teach/learn everywhere at any time.

The teacher can log in, access the assigned courses, and start managing their course content and activities.

This guide assumes that you have teacher privileges within a course but not site administration rights.

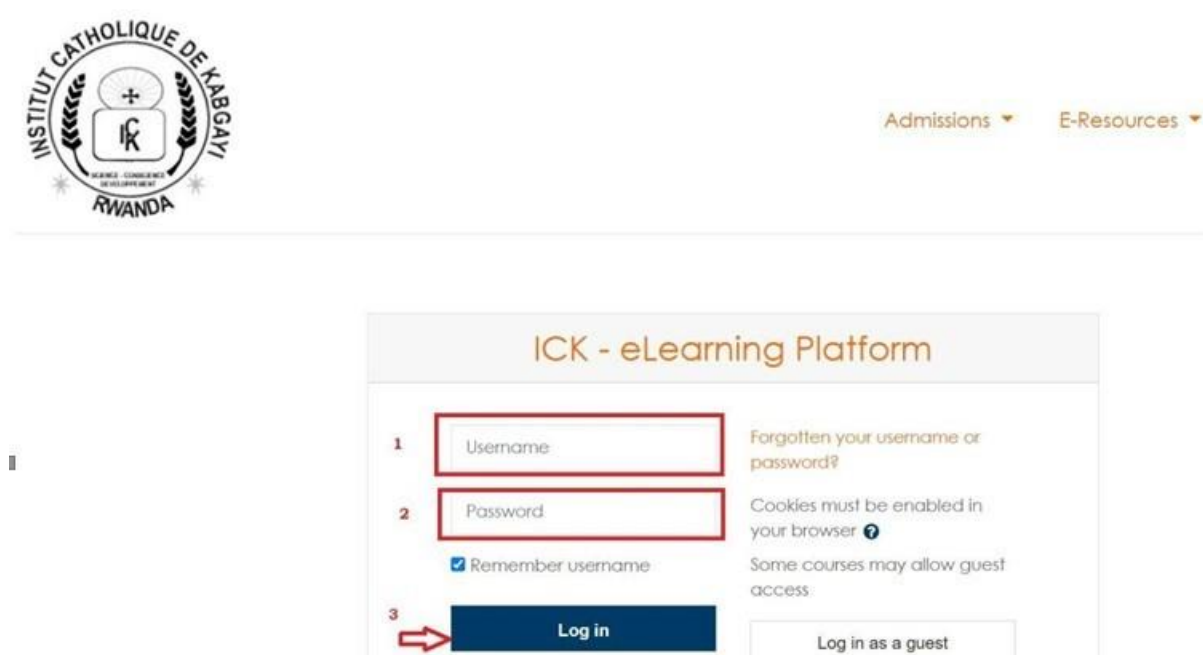
1. Log in to ICK eLearning Platform:

Make sure that you have internet, open any browser such as but not limited to (Google Chrome, Opera, Mozilla, Microsoft Edge) and type in the address bar this link [<https://elearning.uck.ac.rw>].

Open your web browser and navigate to your LMS account with your teacher credentials.

The screenshot shows the ICK eLearning Platform interface. At the top, a dark blue header bar contains a hamburger menu icon, contact information (Call us: +250 789 800 070, E-mail: info@uck.ac.rw), and a 'Log in' button highlighted with a red box and arrow. Below the header, the main content area features the ICK logo (Institut Catholique de Kigali) and navigation links: Admissions, Online Guides, E-Resources, and Online Courses. A welcome message is displayed, followed by links to the Student User Manual and Teacher - User Manual. On the right, a sidebar titled 'Main menu' includes 'Site news' and 'SUPPORT CONTACTS' for the Center for Instructional Technology - CIT, with contact details for phone and email.

Once you're logged in, you should see your LMS dashboard. Click on the course where you want to create a teacher user account and you will get space where you should enter your username (1), password (2), and click login (3).



INSTITUT CATHOLIQUE DE KIGALI
RWANDA

Admissions ▼ E-Resources ▼

ICK - eLearning Platform

1 Username

2 Password

☒ Remember username

3 Log in

Forgotten your username or password?

Cookies must be enabled in your browser ⓘ

Some courses may allow guest access

Log in as a guest

3. Access to your courses and different activities:

After successful login, you will find yourself on the homepage. You click on the course name and you are inside your course to follow all resources (Notes and files for reading purposes) and activities (Forum, chat, assignment, and quiz as assessment tools to be done).

Call us : +250 789 800 070 E-mail : info@uck.ac.rw

Dashboard

- Site home
- Calendar
- Private files
- My courses
- ITS1113**
- EDT 233
- WDB 2233
- Site administration

Assigned courses:
Click on the course short name!

Course overview

In progress

Course name Card

edtech digital classroom online

Let's select [ITS 1113] course

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ITS1113

- Participants [1]**
- Badges
- Competencies
- Grades [2]**
- General
- Welcome
- e-Learning concepts
- Introduction to Information technology
- Advanced MS Office/OpenOffice (Word, Excel, Access, PPT)

Restricted Not available unless: You belong to **Holiday_2223 cohort**

Holiday Program Forum (July-2022/2023)

Restricted Not available unless: You belong to **Holiday_2223 cohort**

[3]

Dear students

Now it is a good time to exchange on how to perform well on **using ICT Tools only!**

Please ask any question on this forum as well.

Welcome [4]

This module of study identifies the essential knowledge, skills and attitude that all students need to be successful in a technology intensive environment.

The curriculum is designed to form the foundation for continuous learning with introduction to emerging technologies.

- collaborative tools,
- ICT fundamentals,
- advanced MS Office/OpenOffice and security of the data.

The students will be able to adapt to ever changing innovations and use ICT skills in long-life learning. This study involves the development of skills over time.

These skills become building blocks with which to meet the challenges of personal and professional life.

Intended learning outcomes:

At the end of this **module**, you will be able to:

[1] The teacher is able to check enrolled users in the course [ITS1113]

[2] The teacher can check grades for all enrolled students attending different activities

[3] The teacher has the authority to create activities or add resources to the students

[4] The teacher is able to add a storyboard for his/her assigned course

4. Participants:

Inside the course, look for the "Participants" link. It's usually in the left or right menu. Click on it.

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ITS1113

Participants

Badges

Competencies

Grades

General

Welcome

e-Learning concepts

Introduction to Information technology

Advanced MS

Search keyword or select filter ▼

Number of participants: 789

First name **All** 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

Surname **All** 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

1 2 3 4 5 6 7 8 9 10 ... 40 »

First name / Surname	Email address	Roles	Groups
<input type="checkbox"/> KUBWIMANA ABAS	24cd9823@uck.ac.rw	Student	No groups
<input type="checkbox"/> LAMBERT ABAYISENGA	mpirwa1.adolphe@gmail.com	No roles	REG_WEEKEND_2122 cohort, Reg_Weekend_ITS_21-22

5. Enrolled Users:

In the Participants section, you'll see a list of enrolled users in the course. Look for an "Enrolled users" button or link and click on it.

Reset table p

First name **All** 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

Surname **All** 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

1 2 3 4 5 6 7 8 9 10 ... 40 »

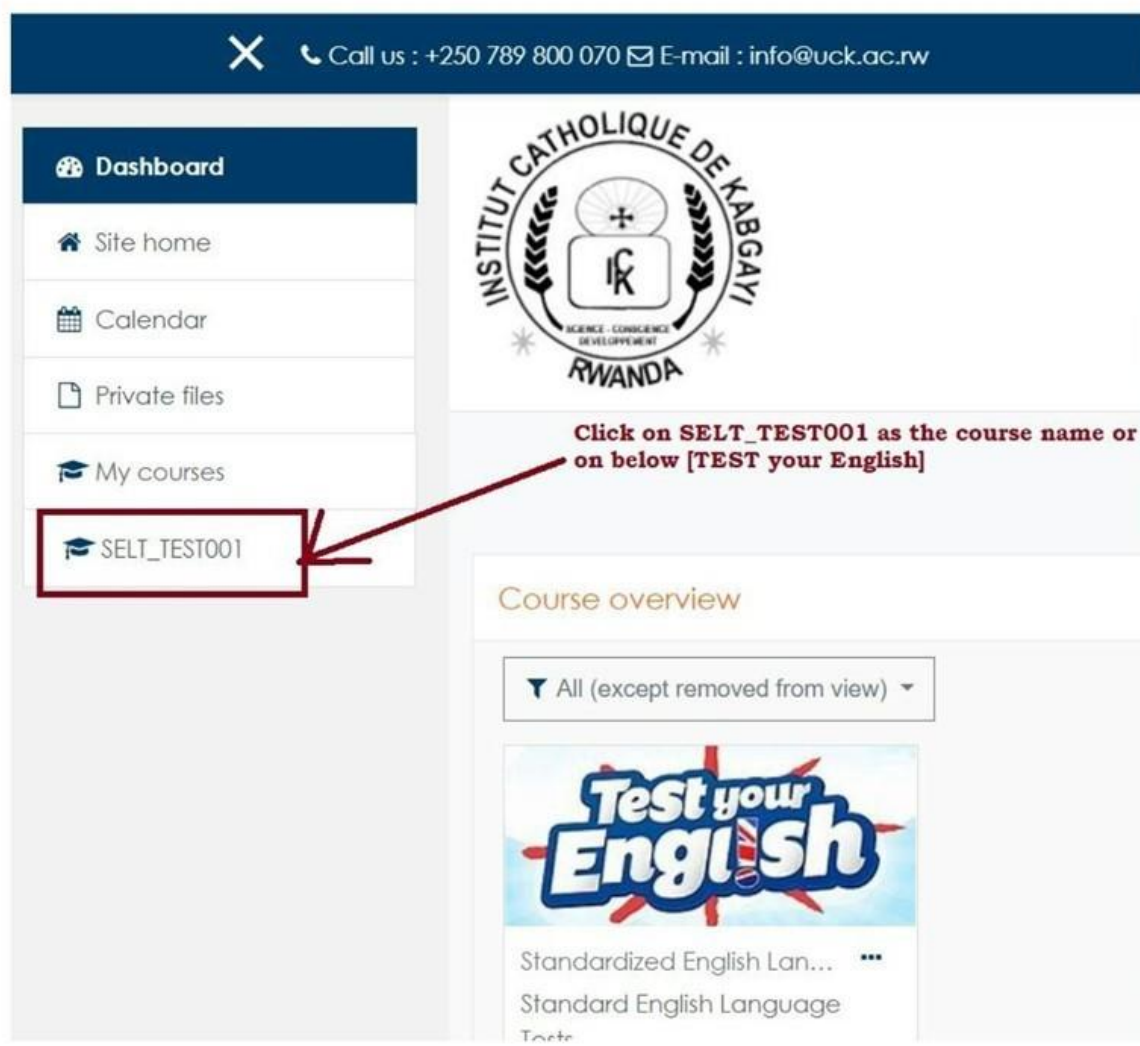
First name / Surname	Email address	Roles	Groups
<input type="checkbox"/> KUBWIMANA ABAS	24cd9823@uck.ac.rw	Student	No groups
<input type="checkbox"/> LAMBERT ABAYISENGA	mpirwa1.adolphe@gmail.com	No roles	REG_WEEKEND_2122 cohort, Reg_Weekend_ITS_21-22
<input type="checkbox"/> Japhet ABAYISENGA	abayisenga_7629@gmail.com	No roles	Holiday_2223 cohort
<input type="checkbox"/> Nolla ABIJURU	abijuru.noella@gmail.com	Student	REG_WEEKEND_2122 cohort, Reg_Weekend_ITS_21-22

Activate Window

The following is a sample for attending class quiz

This easy guide assumes that you have course-level permissions to enroll teachers in your specific course.

The way of attending course [SELT_TEST001]



You will be asked to read each and every piece of information appearing to you, use the forum in your course.

Standard English Language

[Dashboard](#) / [My courses](#) / [SELT_TEST001](#)

There 4 sections of the exam and each section is assigned time, kindly read the instructions before starting an exam.

SELT Test_Test#1

Section#1: Listening comprehension

INSTRUCTIONS:

- Read the questions first and then **listen to the recording twice** before answer
- This section: 25 marks

Section#2: Reading comprehension

INSTRUCTIONS: Read the passage below and answer the questions:

Language diversity in the USA 

Section#3: Grammar and Vocabulary

Choose the best answer to complete the sentence

/ 25 Marks

Section#4: Writing Skills

Write a **300-word essay** on one of the following topics

VIDEO CONFERENCING TOOLS



ICT6112

- Participants
- Badges
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- Grades
- Module Description
- Units/Topics
- Activities
- Dashboard
- Site home
- Calendar

Admissions Online Guides E-Resources Online Courses

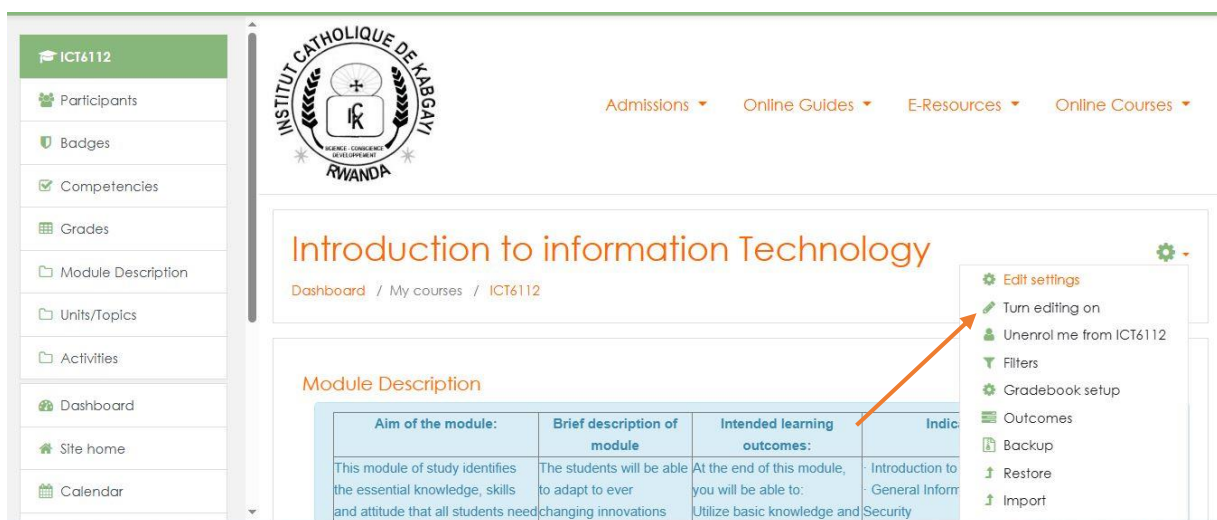
Introduction to information Technology

Dashboard / My courses / ICT6112

Module Description

Aim of the module:	Brief description of module	Intended learning outcomes:	Indicative content:	Form of assessment:
This module of study identifies the essential knowledge, skills and attitude that all students need	The students will be able to adapt to ever changing innovations	At the end of this module, you will be able to: Utilize basic knowledge and	Introduction to Information technology General Information Safety and Security	Assessment: Online quizz

Click on setting symbol to activate edit



ICT6112

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Admissions Online Guides E-Resources Online Courses

Introduction to information Technology

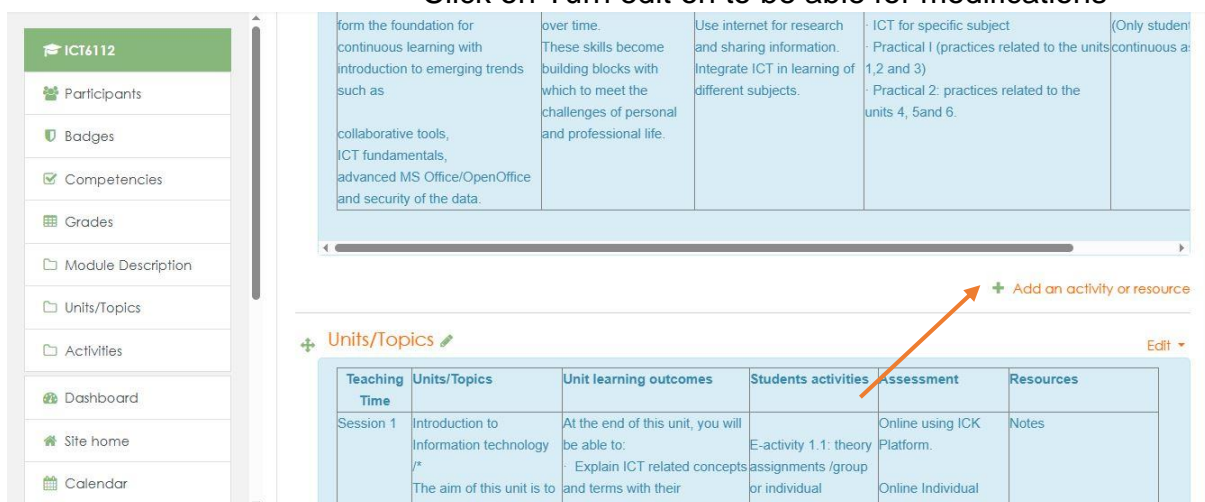
Dashboard / My courses / ICT6112

Module Description

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This module of study identifies the essential knowledge, skills and attitude that all students need	The students will be able to adapt to ever changing innovations	At the end of this module, you will be able to: Utilize basic knowledge and	Introduction to Information technology General Information Safety and Security

- Edit settings
- Turn editing on
- Unenrol me from ICT6112
- Filters
- Gradebook setup
- Outcomes
- Backup
- Restore
- Import

Click on Turn edit on to be able for modifications



ICT6112

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Admissions Online Guides E-Resources Online Courses

Introduction to information Technology

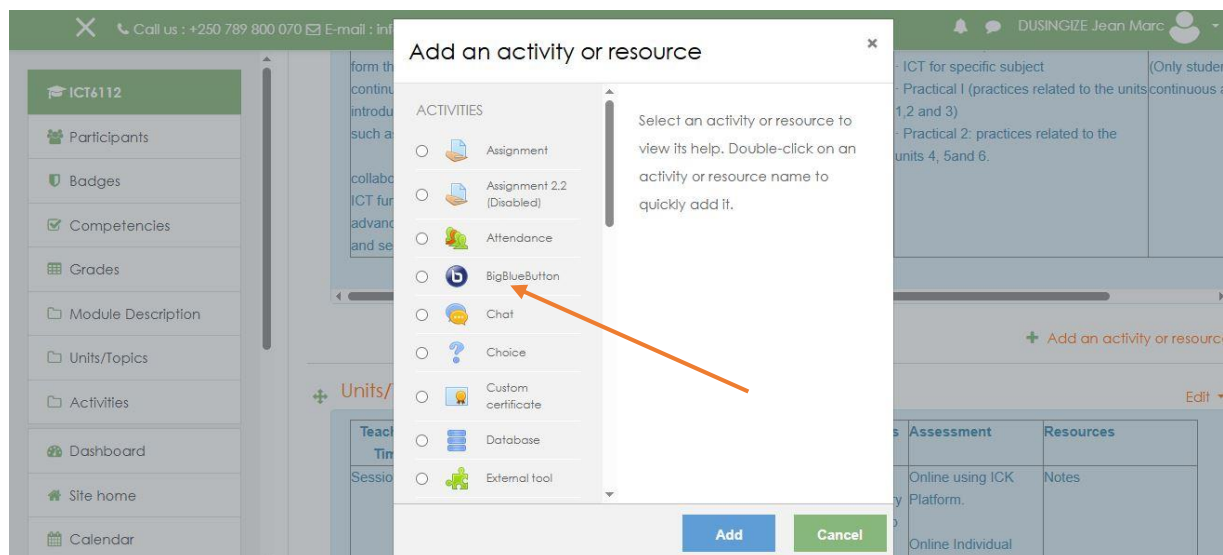
Dashboard / My courses / ICT6112

Units/Topics

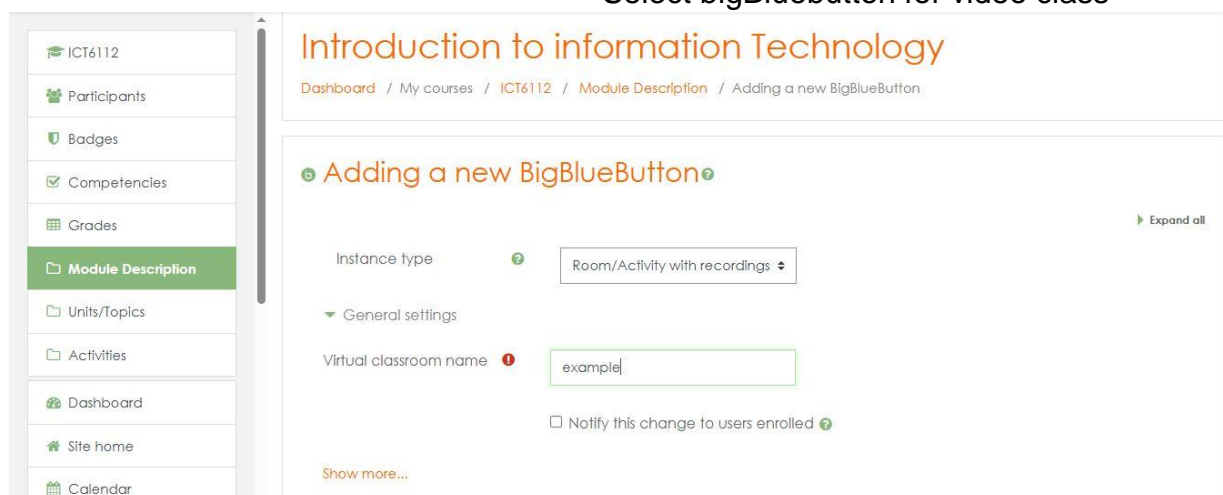
Teaching Time	Units/Topics	Unit learning outcomes	Students activities	Assessment	Resources
Session 1	Introduction to Information technology / The aim of this unit is to provide essential	At the end of this unit, you will be able to: Explain ICT related concepts and terms with their appropriate use in daily life	E-activity 1.1: theory assignments /group or individual	Online using ICK Platform. Online Individual	Notes

+ Add an activity or resource

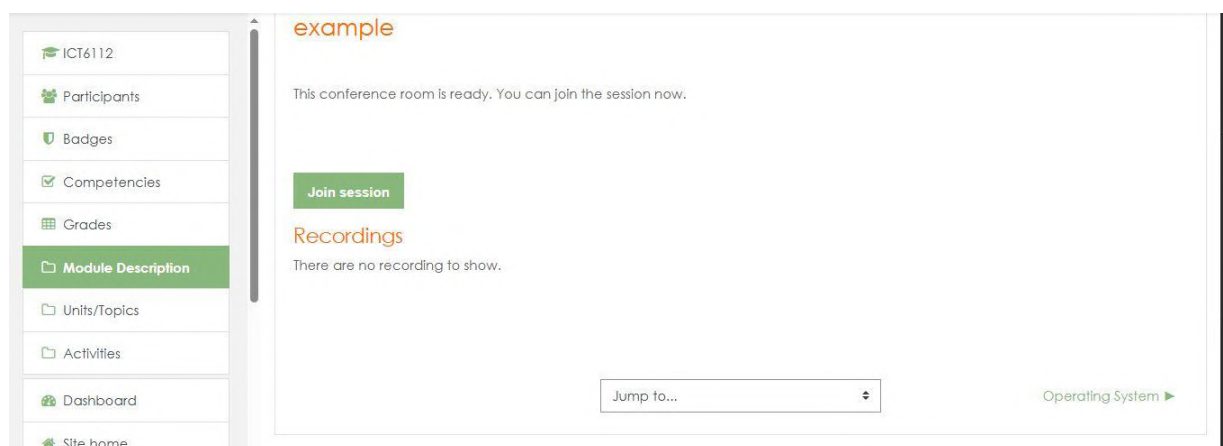
Click on add activities or resource to add on from it



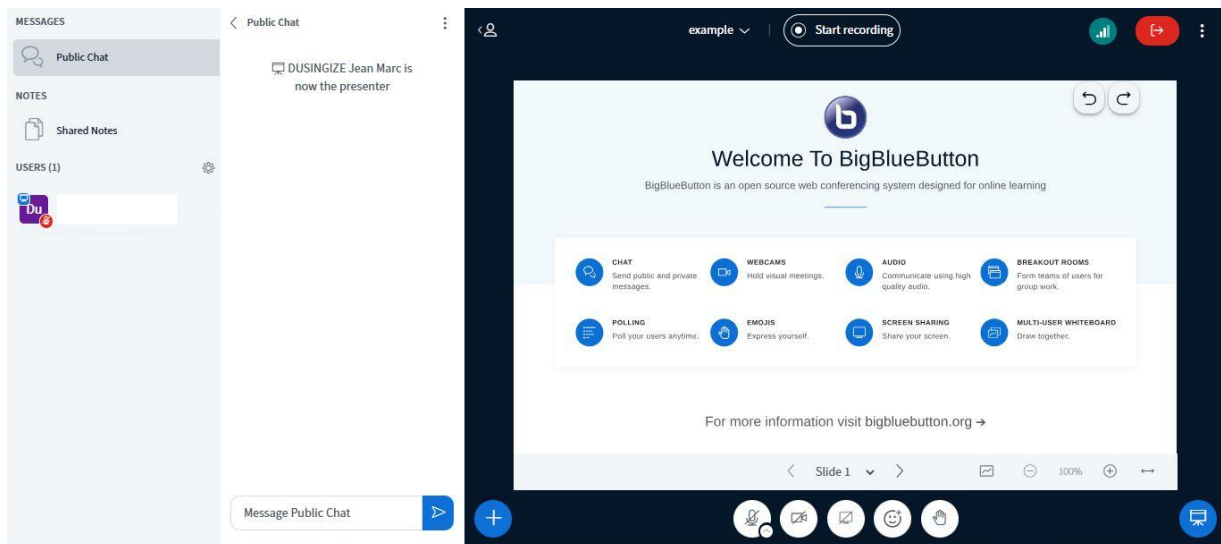
Select bigBluebutton for video class



Set the appropriate setting that march your needs out comes

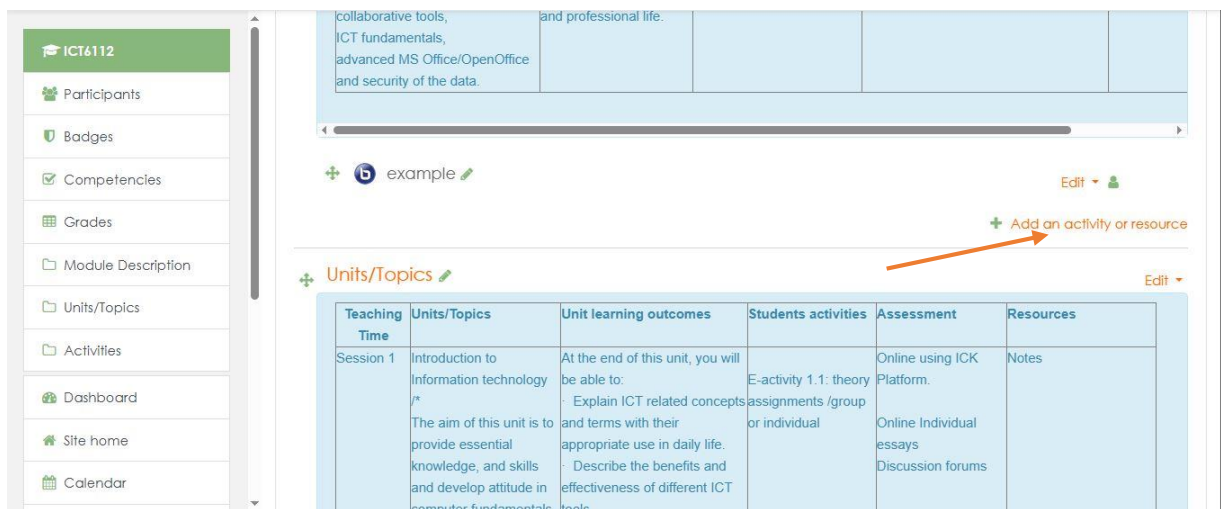


Click on join session to get in video platform and interact with students

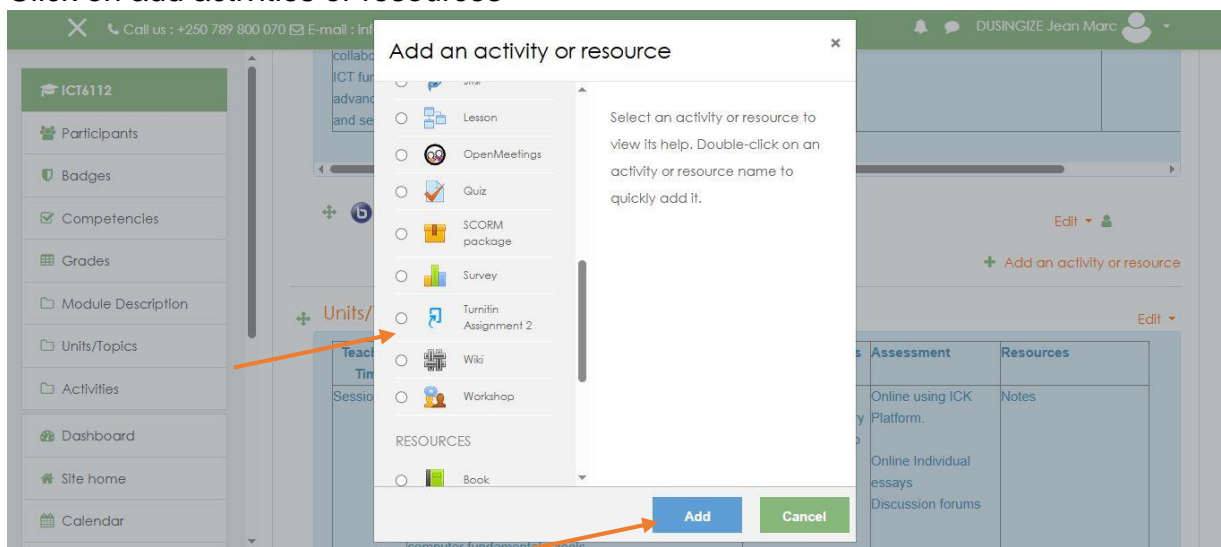


Here you can interact with the students

THE PLAGIARISM CHECKER SOFTWARE



Click on add activities or resources



click on turnitin assignment 2 to add the plagiarism checker and click add

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save and display there the submission will use to be display

ICT6112

Participants

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Introduction to information Technology

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