What is Moodle?

TAFE NSW New England uses a Learning Management System known as Moodle to deliver a range of courses.

Moodle is one of the learning technology platforms TAFE NSW New England uses for students. If you are a new student, and are studying online, or your teacher has asked you to access class resources online, you will find your resources on the TAFE NSW New England Moodle.

Your Moodle course:

The Moodle platform can be found on the internet at:

https://my.tne.edu.au/

Your course facilitator will provide you with a specific internet address (URL). You should add this site to your Favourites or Bookmarks in your browser.
To Log on:
Enter your TAFE Username and Password click Login as shown below

You are not logged in.

Username

Password

☐ Remember username

Log in

Forgotten your username or password?

Moodle

Updating your profile in Moodle
Click on Edit Profile

User details
Country
Australia
City/town
Tamworth

Miscellaneous
Blog entries
Forum posts
Forum discussions
Learning plans

Reports
You will be taken to this page:

John Smith

**General**

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>First name</td>
<td>John</td>
</tr>
<tr>
<td>Surname</td>
<td>Smith</td>
</tr>
<tr>
<td>Email address</td>
<td><a href="mailto:John.smith@tafensw.net.au">John.smith@tafensw.net.au</a></td>
</tr>
<tr>
<td>Email display</td>
<td>Allow only other course members to see my email address</td>
</tr>
<tr>
<td>City/town</td>
<td>Town</td>
</tr>
<tr>
<td>Select a country</td>
<td>Australia</td>
</tr>
<tr>
<td>Timezone</td>
<td>Server timezone (Australia/Sydney)</td>
</tr>
<tr>
<td>Description</td>
<td></td>
</tr>
</tbody>
</table>

**User picture**

Current picture: None

From here you can edit your profile by:

- Adding a profile picture of yourself, or an avatar, or any other image, which will display next to your contributions—for example, to your posts on discussion forums.
- Adding information about yourself and your interests (academic, leisure or both). Separate each interest from the next with a comma. Make sure this is suitable content for others to view.
- Specifying whether Moodle should display your email address to others and, if so, to whom.
- Selecting the method Moodle should use to notify you of what’s happening in your courses.
- Please note that changing your password in the Moodle site does not change your password for any other TAFE Systems you may access.

After you have made any changes you will need to click the “Update profile” or “Save Changes” button to complete the process.
Navigating to your Course

Click on Home in the top left corner of the Moodle screen and search for your course.

You will be asked for an enrolment key. Your enrolment key is only required the first time you log into the course. Only your teacher knows your enrolment key.

Forgotten User name or password

If you don’t know your DEC User ID and password you can either:

- ask your teacher
- ask a librarian
- ask TAFE NSW Customer Support staff
- ask the Student Helpdesk 1800 146 822

Logout of your Course

To logout of your course click the Logout button in brackets next to your name in the top right hand corner.

Student HelpDesk

If you are experiencing problems with logging on please contact the Student Helpdesk.

Phone: 1800 146 822

The Student HelpDesk Website: http://newengland.tafensw.libguides.com/help