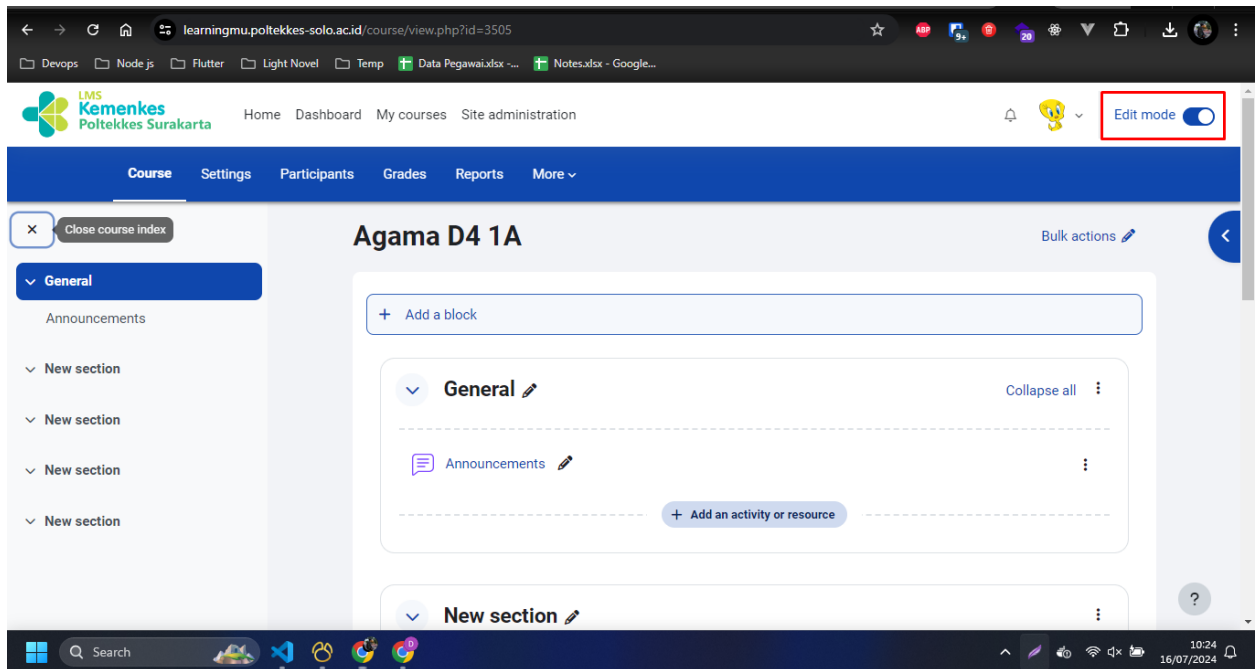
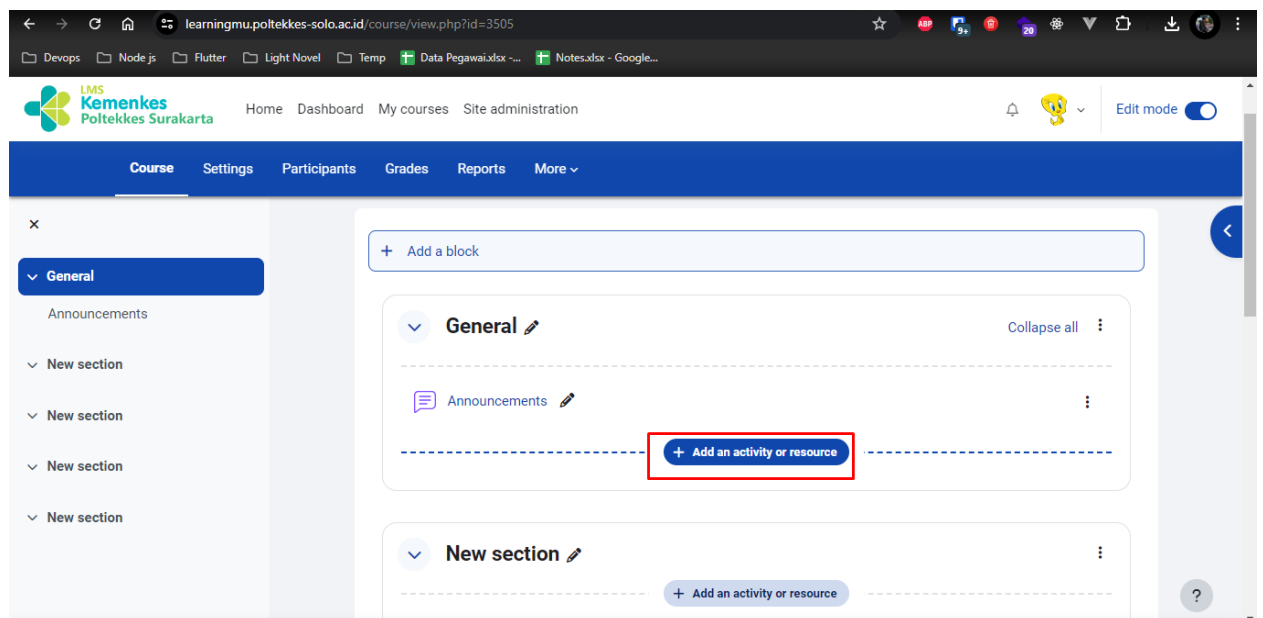


Panduan Penggunaan Solleta

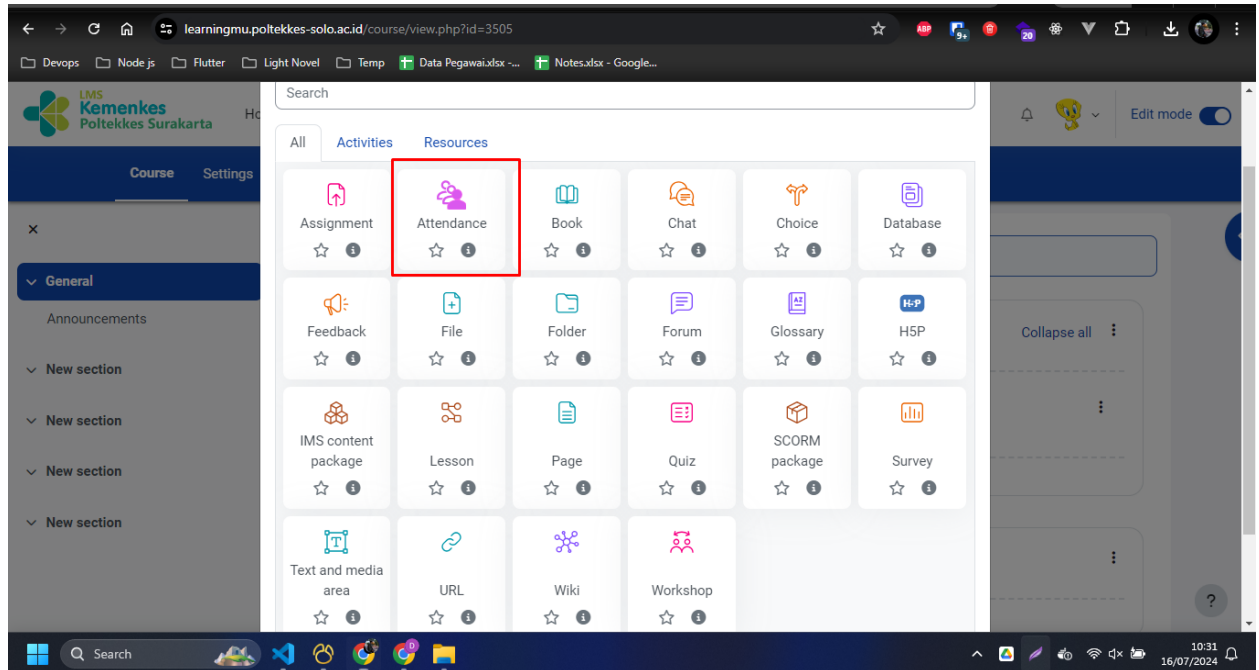
❖ Pembuatan Absensi



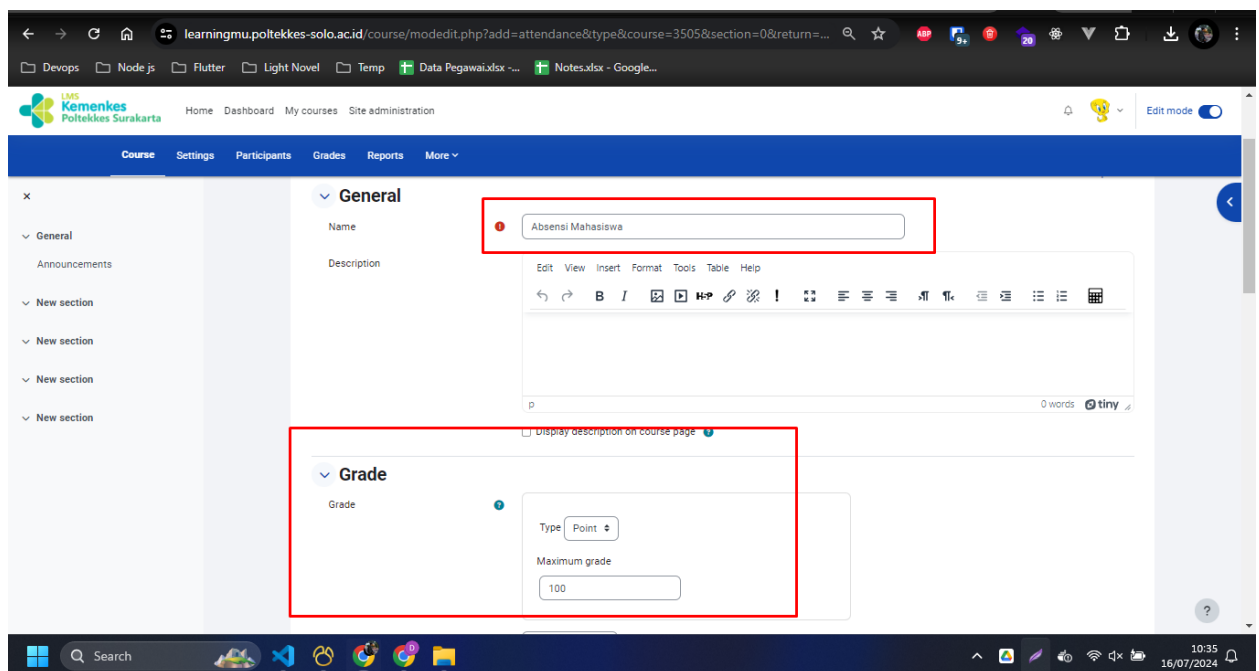
- Pastikan edit mode dalam keadaan enable



- Klik add an activity or resource

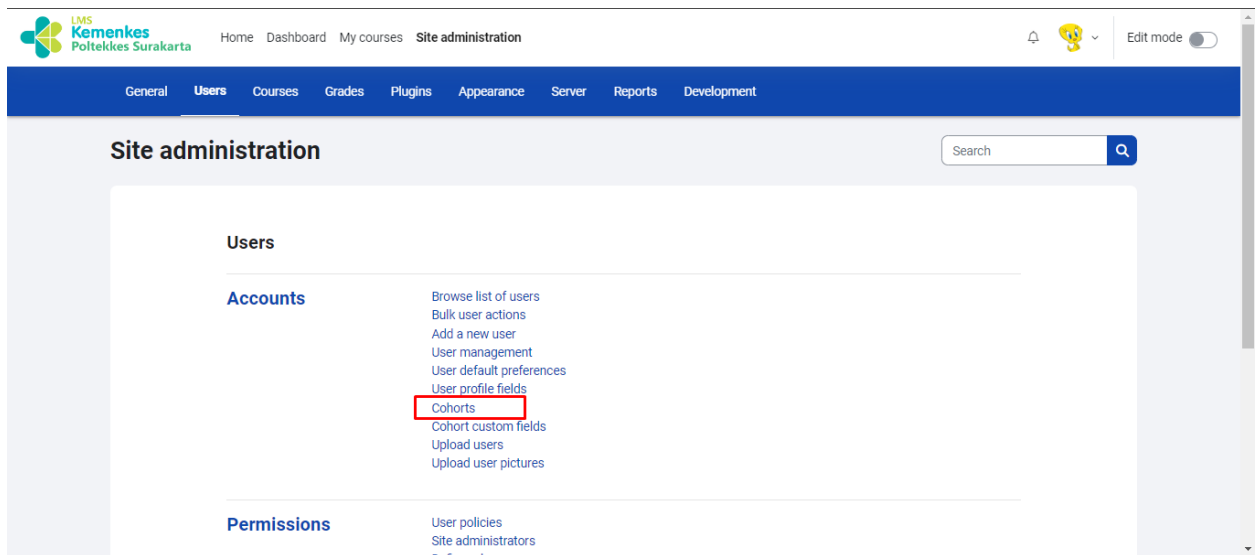


- Klik Attendance

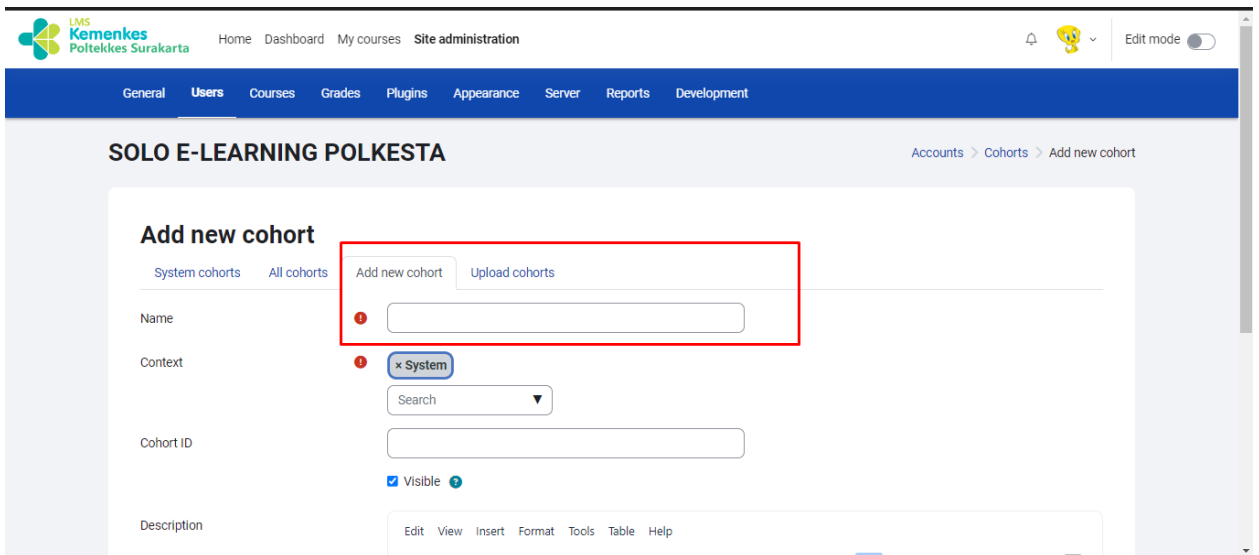


- Silahkan sesuaikan isian name dan grade sesuai kebutuhan lalu klik tombol simpan di bagian paling bawah

❖ Pembuatan Cohort Untuk Enrol Mahasiswa Kedalam Kelas



- Pada menu site administration klik cohorts



- Klik menu add new cohort lalu isikan nama cohort misal “Kelas A Fisioterapi D4 2024”

LMS Kemenkes Poltekkes Surakarta Home Dashboard My courses Site administration

General Users Courses Grades Plugins Appearance Server Reports Development

All cohorts

System cohorts All cohorts Add new cohort Upload cohorts

Filters

Category	Name	Cohort ID	Description	Cohort size	Source
System	ALIH JENJANG FT 2022			28	Created manually
System	ALIH JENJANG FT 2023			20	Created manually
System	ALIH JENJANG KELAS A FISIO 2021			36	Created manually
System	ALIH JENJANG KELAS B FISIO 2021			36	Created manually

Admin bookmarks
Bookmark this page

Context menu for the third cohort (ALIH JENJANG KELAS A FISIO 2021):

- Hide
- Edit
- Delete
- Assign

- Klik assign atau icon tersebut

LMS Kemenkes Poltekkes Surakarta Home Dashboard My courses Site administration

General Users Courses Grades Plugins Appearance Server Reports Development

Current users

Current users (28)

Search

Potential users

Potential matching users (5)

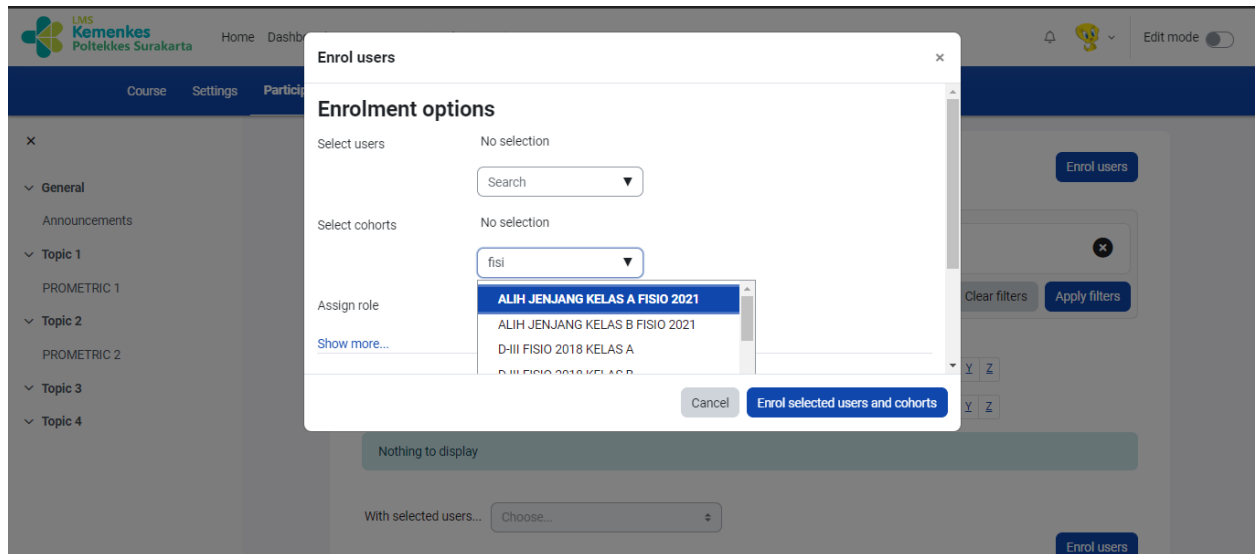
Search

amir

AMIR

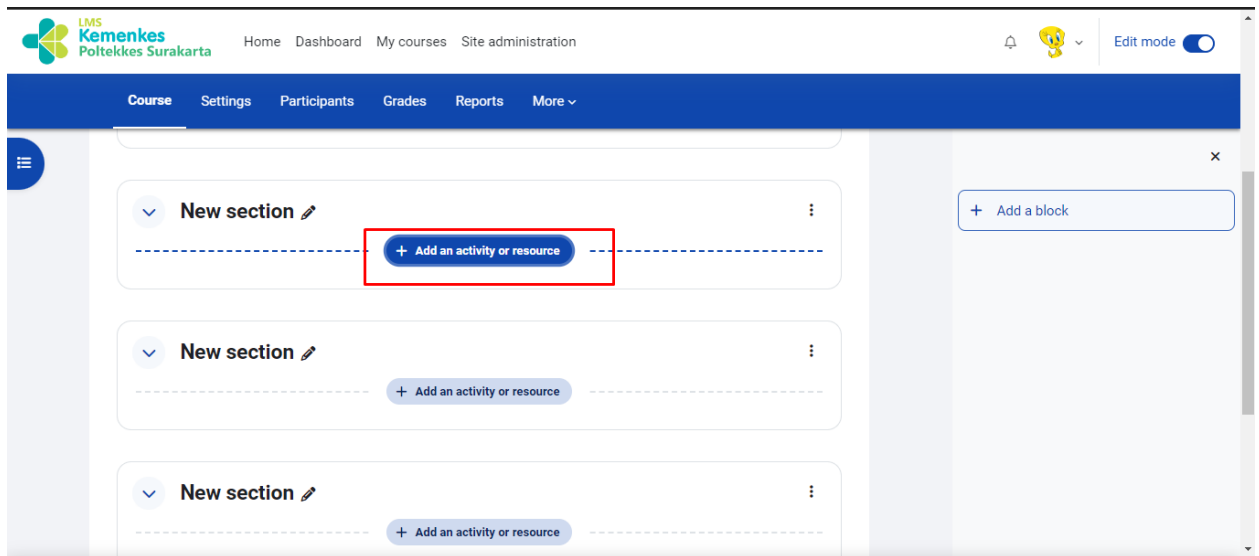
Buttons: Add, Remove

- Lakukan pencarian mahasiswa yang akan ditambahkan pada cohort lalu klik add

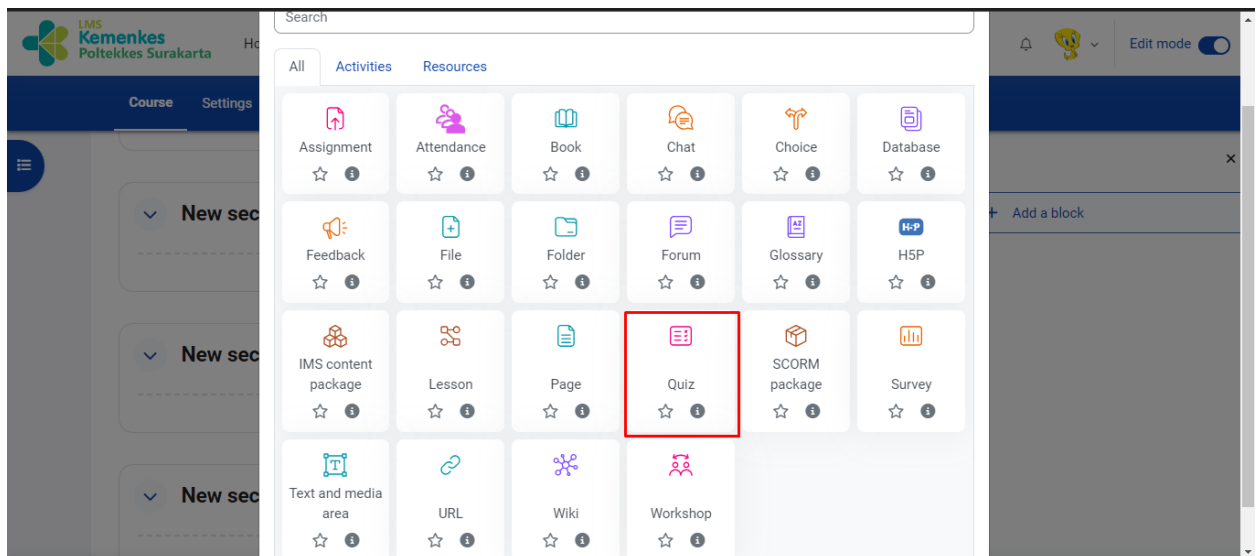


- Enrol cohort kedalam kelas melalui menu participant dengan cara mencari nama cohort lalu klik simpan

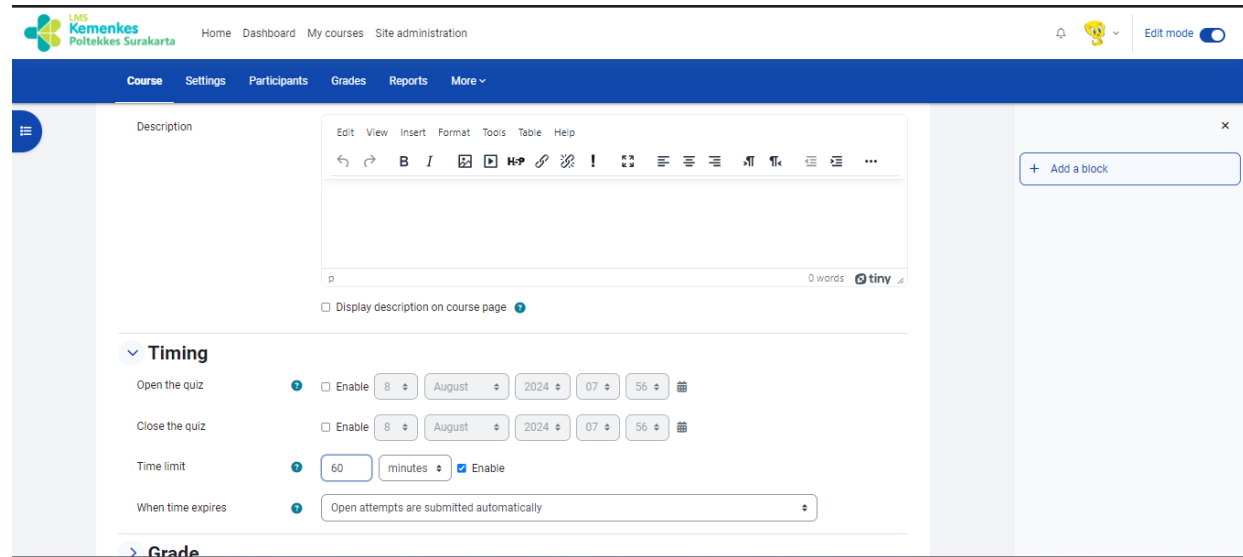
❖ Pembuatan Quiz



- Klik tombol add an activity or resource

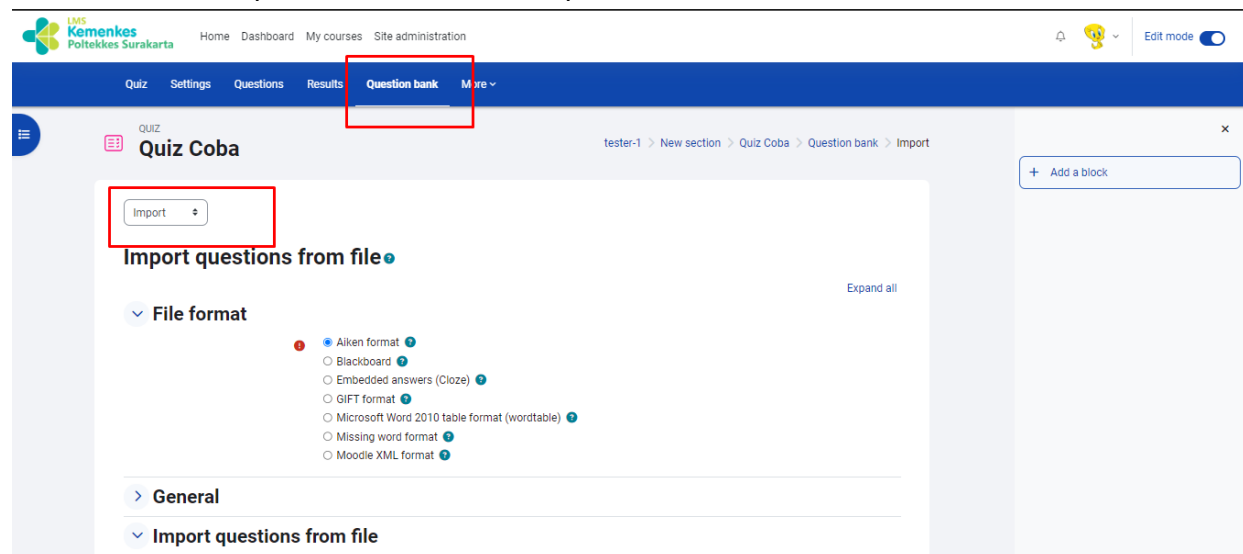


- Klik Tombol quiz



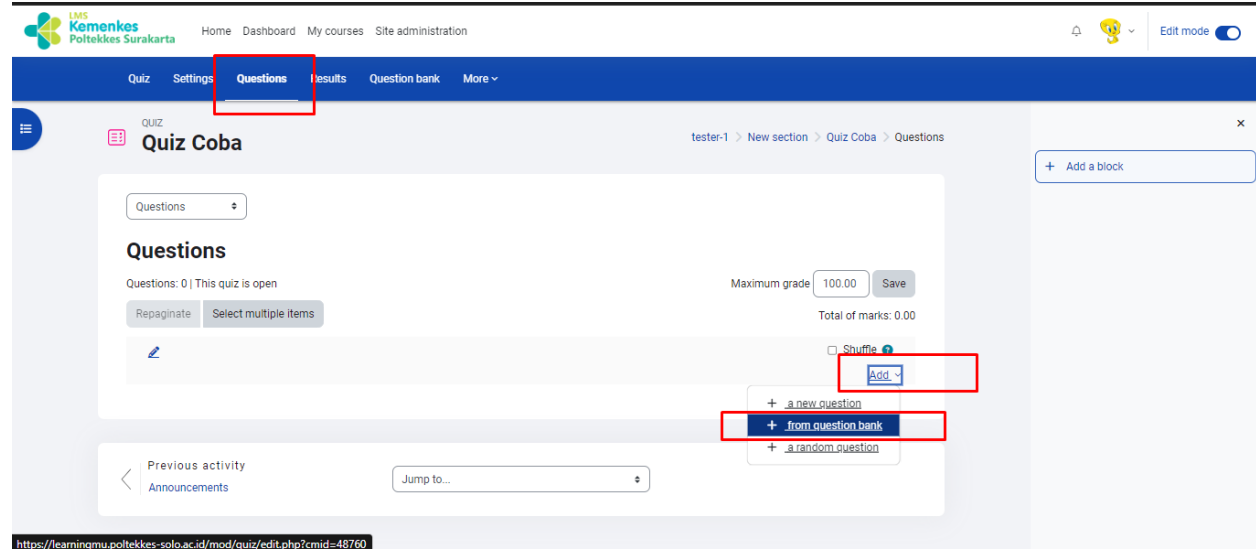
The screenshot shows the 'Timing' section of a quiz configuration page. The 'Open the quiz' and 'Close the quiz' options are both set to 'Enable' with a time limit of 8 minutes, starting on August 2024 at 07:56. The 'Time limit' is set to 60 minutes, and the 'When time expires' option is set to 'Open attempts are submitted automatically'.

- Isikan field isian seperti berikut lalu klik simpan



The screenshot shows the 'Import questions from file' section of a quiz configuration page. The 'File format' section is expanded, showing a list of supported formats: Aiken format, Blackboard, Embedded answers (Cloze), GIFT format, Microsoft Word 2010 table format (wordtable), Missing word format, and Moodle XML format. The 'General' section is also visible below.

- Klik Question bank lalu pilih import, lalu lakukan import quiz sesuai dengan template yang disediakan



- Klik question lalu klik add dan klik from question bank lalu pilih soal yang akan dimasukkan lalu klik simpan

❖ Download Hasil Quiz

Home Dashboard My courses Site administration

Quiz Settings Questions **Results** Question bank More

Show only attempts ☐ that have been regraded / are marked as needing regrading

Display options

Page size: 50

Marks for each question: No

Show report

Regrade all Dry run a full regrade

Only one attempt per user allowed on this quiz.

Reset table preferences

First name: All

Last name: All

Download table data as: Microsoft Excel (xlsx) Download

	First name / Last name	Email address	Status	Started	Completed	Duration	Grade/100.00
☐	jp jauzazainifinan p27220023138 Review attempt	zainjauza@gmail.com	Finished	22 March 2024 1:30 PM	22 March 2024 1:44 PM	14 mins 13 secs	100.00
☐	ap arianidiansholikhah p27220023123 Review attempt	arianidian180@gmail.com	Finished	22 March 2024 1:30 PM	22 March 2024 1:44 PM	14 mins 35 secs	100.00
☐	np nabilaalyaalexandra p27220023144 Review attempt	nabila.alya128@gmail.com	Finished	22 March 2024 1:30 PM	22 March 2024 1:41 PM	11 mins 12 secs	100.00
☐	muhammad iqbal kurniawan p27220023143 Review attempt	iqbalk1534@gmail.com	Finished	22 March 2024 1:30 PM	22 March 2024 1:42 PM	12 mins 7 secs	100.00

- Pada bagian course klik menu result, lalu pilih download table data as pilih excel lalu klik download

❖ Copy Course

Home Dashboard My courses Site administration

Category Settings Upload courses More

Course categories and courses Search courses

Manage course categories and courses

Course categories

Create new category

- + Keperawatan KEP 0
- + Akupunktur AKP 1
- + Fisioterapi FT 0
- + Ortotik Prostetik OP 0
- + Tester For Admin 3

Sorting

Selected categories

Sort by Category name ascending

Sort by Course full name ascending

Sort

Move selected categories to

Choose...

Move

Tester For Admin

Create new course Sort courses Per page: 20

- + tester-copy-copy
- + tester-copy
- + Tester 1

Showing all 3 courses

Move selected courses to...

Choose...

Move

- Pada bagian course klik icon copy

- Isikan kolom yang tersedia perlu diperhatikan pilih category course akan dicopy lalu klik copy and return atau copy and view untuk melihat progress copy

The screenshot shows a web application interface for managing course categories. A modal dialog titled "Copy course: tester-1" is open, allowing a user to create a copy of a course in a different category. The background shows the "Manage course categories" page with a list of categories including Keperawatan, Akupunktur, Fisioterapi, Ortotik Prostetik, and Tester For Admin. The dialog box contains the following fields and options:

- Course full name:** A text input field.
- Course short name:** A text input field.
- Course category:** A dropdown menu with "Tester For Admin" selected.
- Course visibility:** A dropdown menu with "Show" selected.
- Course start date:** A date and time picker set to 25 June 2025, 00:00.
- Course end date:** A date and time picker set to 25 June 2025, 08:09, with an "Enable" checkbox.
- Course ID number:** A text input field.
- Include user data:** A dropdown menu with "No" selected.
- Include role enrolments:** Radio buttons for "Teacher" and "Student".
- Buttons:** "Copy and return", "Copy and view", and "Cancel".
- Legend:** A red dot indicates "Required" fields.

At the bottom right of the screen, there is a small instruction: "Press the 'Ctrl + Print Scrn' on your keyboard to take a screenshot".