

Using the Moodle Book Module



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WHY USE THE BOOK MODULE?

The Book module in Moodle is a multi-page resource that allows for the sequencing of information in a book format using main chapters and sub chapters. Books can incorporate images, videos, websites, audio and text, and are a useful tool for content creation and management. The use of books is especially suited to presenting a wealth of information that can be broken down into sections and categorised into themes or modules. When used effectively, Books can support accessibility and sequential learning for students.

There are many benefits of using Moodle Books. For example, the use of the Book resource allows information to be presented in a successive manner that makes content more accessible to students, and limits confusion associated with accessing a wealth of information non-sequentially.

The use of the book resource also helps to keep the course home page neat and promotes ease of access. By presenting content within a book, teachers avoid having to post multiple links on the course home page, thus condensing the page scroll and promoting favourable visibility of content.

There are many ways to use Books to support student learning. One strategy is to use the Book resource to create a central hub for online links to resources. Another use is to create books to guide students through specific assignment tasks or activities that have many components and require instructions and content to be presented sequentially.

Moodle Books can also be used to organise lecture material and other course content into thematic modules. For example, modules may be grouped by topic; with each topic presented in the book chapter format (e.g. one module/book may incorporate 3 weeks' worth of lecture material, resources and activities about a specific topic).

HOW TO SET UP A BOOK MODULE

The Book module in Moodle consists of pages of information divided up into chapters and sub-chapters. You can print either the whole book, or only selected chapters. To set up a Book module to a Moodle site:

1. Click *Turn editing on*.
2. Locate the section to add the book to and click on *Add an activity or resource*.
3. Under Resources, click on *Book*.
4. Click *Add*.
5. In the new window, complete the required details including name of the book.
6. Click on *Save and display* to start adding content to the book.
7. A new window entitled *Editing chapter* will appear. Enter the *Chapter title* of the first chapter.
8. In the Content box you can type in text, link to a file, insert images, and embed media.
9. Click on *Save changes*.
10. To add another chapter to the book, click on the + *icon* next to the current chapter.

To add a chapter or a subchapter to a Book module:

1. Click *Turn editing on*.
2. Click on the *title of the book*.
3. Under Table of contents, click on the + *sign*.
4. A new window entitled *Editing chapter* appears. Enter the *Chapter title*.
5. Check *Subchapter* if the new chapter is a subchapter.
6. In the Content box you can type in text, link to a file, insert images, and embed media.
7. Click on *Save changes*.

Note: you may alter the order of the chapters by using the up and down arrows next to each chapter title.

REFERENCES:

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University of NSW. 2014, *Add a Book in Moodle*, viewed 11 November, 2014, <https://teaching.unsw.edu.au/moodle-book>