

# THE TANZANIA INSTITUTE OF BANKERS



## TIOB E-Learning Platform (Moodle) STUDENT GUIDE TO TIOB E-LEARNING PLATFORM

### ➤ Introduction

The Tanzanian Institute of Bankers (TIOB) has introduced E-Learning environment in order to enhance the teaching and learning experience for the learners. TIOB uses Moodle E- Learning platform; this is an Open Source Course Management System (CMS), also known as a Learning Management System (LMS) or a Virtual Learning Environment (VLE). The main aspect of TIOB E-Learning is to improve and facilitate the interaction between Students and Lecturers. The LMS will provide an interface in which students can access course material, as well as interact with other members of their respective class.

### ➤ Registration Process in TIOB E-Learning

Students will be added to TIOB E-Learning Platform (Moodle) immediately after registration for examinations in May or November and will be automatically unenrolled at the end of the Examination Period.

### ➤ How to Access TIOB E-Learning (Moodle)

TIOB E-Learning can be accessed via the **Learning Resources** tab on the TIOB website <http://www.tiob.or.tz> or the following link, <http://elms.tiob.or.tz>

### ➤ How to Login in TIOB E-Learning (Moodle)

Your log in credentials would take the following format:

Username: **First name. Last name** e.g Username: Abel.Jacob

Password: **123456**

**NB:** Upon successful login, please ensure password is altered; in **“My Profile” (See Student Manual)**

**NB:** Moodle currently accepts ONE email address as the main form of communication. It is therefore imperative that you review your profile at the start of the session review and alter your email address if required. See below on how to alter profile information.

### ➤ Access to TIOB E-Learning Courses

Once logged in, on the homepage of the TIOB E-Learning site there is a section labeled **Navigation** where you will see “**My Courses**”. If you are enrolled to a course it will be listed within this area. Further assistance can be gained by contacting your coordinator in respective TIOB centre/System Administrator at TIOB offices, Dar es Salaam.

➤ **Updating Your Profile (Email Address, Change Password, and Profile Picture**

Once logged in, on the homepage of the TIOB E-Learning site there is a section labeled **Administration** where you will see “**My Profile Settings**”. Once selected you have the ability to update all aspects of your profile.

➤ **How to Access Detailed TIOB E-Learning Student Guide**

Student Manual can be accessed on the homepage (tiob.or.tz) of the TIOB E-Learning site within the section labeled “student Guide”.

➤ **How to Download the Moodle Mobile Application**

The Moodle Mobile Application is available in Google Play and Apple Store. You can install the app directly from your Mobile device; search for "Moodle Mobile" the author/owner must be "Moodle Pty Ltd"

Android: <https://play.google.com/store/apps/details?id=com.moodle.moodlemobile>

iOS: <https://itunes.apple.com/en/app/moodle-mobile/id633359593?mt=8>

Once downloaded, you will need to enter the following information:

**Site URL:** <http://elms.tiob.or.tz>

- **Note:** Only students who have registered for Examination will have access to E-Learning System. Your personal Username and Password to be used to access TIOB E-Learning will be your First name. Last name (small letters) and the password is 123456.

We make every effort to keep our E- Learning System current and informative. Please let us know of any comments and suggestions you have for improving our site. We are especially interested in hearing about any accessibility issues you might have experienced with our site or with any resources referenced on our site.

If you require further assistance kindly contact System Administrators at Training Department TIOB offices Dar es Salaam or send an email to [training@tiob.or.tz](mailto:training@tiob.or.tz)