

Staff Support Homepage



Zoom is fully integrated with Myplace. To use Zoom for teaching, a Zoom activity should be added to Myplace by following the [guidance here](#).

Improve Interaction and Engagement

[Posting a Notice](#)

[Add a Forum](#)

[Add a Poll](#)

[Group self-selection](#)

[Posting an Advert](#)

The Gradebook

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[Categories](#)

[Gradebook Structures](#)

[Weighting](#)

[Visibility](#)

[Mark Codes](#)

Marks Return

[Overview of the Marks Return System](#)

[Preparation for Return](#)

[Managing Returns](#)

[Marks Return system - the two main screens](#)

[Create a New Marks Return](#)

[Manually adding Marks to Marks Return](#)

[Return marks by file upload](#)

[Pulling marks from the gradebook](#)

[Resubmission and Resits](#)

[Empty a return](#)

[Batched Returns](#)

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[Fixing an already returned student mark](#)

[How can I return Pass/Fail marks?](#)

[Articulation Class Marks Return](#)

[EX- classcode \(external study\) Marks Return](#)

Administration of a Myplace Course

[Roles](#)

[Back Up and Restore your Myplace Course](#)

[Rollover Explained](#)

[View List of Enrolled Students](#)

[Find an Enrolled Student by Name](#)

[Access and Manage Enrolment Methods](#)

[Using the assignment activity to collect documents](#)

[Controlling Access to Content](#)

Recently Updated

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Create and Organise a Myplace Class

[Create a Site](#)

[Create a Programme Site](#)

[Opening and Closing the Class to Students](#)

[Topic Sections](#)

[Class Resources](#)

[View Class from a Student Perspective](#)

[Import Class Materials From an Existing Class](#)

[Quick Settings Block Explained](#)

[Using MyPlace - Video Tutorials](#)

Add and Manage Assessment Activities

[Add a Quiz](#)

[Add Coursework](#)

[Group Coursework](#)

[Recording Exam Marks in Myplace](#)

[Extension Request Management](#)

[Late Submissions](#)

[Set Up Student Blogs](#)

[Turnitin 'Checking' Submission Points](#)

[Additional Requirement Adjustments](#)

Marks and Feedback

[Assignment Feedback Types](#)

[Anonymous marking](#)

['View all Submissions' Page](#)

[Grader Report](#)

[Simple Direct Grading in a Myplace Assignment](#)

[Annotating an Assignment](#)

[Upload Feedback Files in Bulk](#)

[Uploading marks to Myplace with the grading worksheet](#)

[Advanced Marking](#)

[Marking workflow](#)

[Bulk Upload of Marks to Grade Items](#)

[Search / Browse Staff Help Topics](#)

A	B	C	D	E	F	
accept	back	calculate	dashboard	easy	fail	
acceptable	backup	calculation	date	edit	faq	
access	bank	calculations	deadline	editing	federation	
account	banner	caption	default	editor	feedback	
acg	basic	captions	delete	education	file	
action	become	catalogue	detailspane	effect	files	
activities	behaviour	cc	disability	ema	film	
activity	blended	changes	doc	email	find	
add	blind	chat	dock	embed	fit	
adding	block	choice	docking-blocks	encryption	five	
address	blocks	class	document	enrol	flowchart	
adjustment	blog	class_administrators	download	enrolled	folder	
admin	boards	classcode	downtime	enrolment	formal	
administration	breakout	classcodes	draft	enrolments	formula	
advert	breakout_rooms	classes	due	error	forum	
adverts	browser	common	duplicates	estream		
allow	bulk	contact		ex-		
anchors		content		exam		
archive		contents		examiner		
archived		copy		examstudent		
articles		copyright		explain		
articulation		course		explanation		
assessment		coursework		extension		
assignment		covid		extensions		
attempt		create		external		
attempts		creation		extra		
attendance		current		extratime		
atto		curriculum				
audio		customising-homepage				
G-H	I-K	L	M	N-O	P	Q
gdoc	icons	labels	mac	name	participant	question
google	idrive	late	make	naming	pass	question-bank
grade	ie9	late_submission	manual	new	peer	questions
gradebook	image	learning	mark	newversion	pegasus	quick
grademark	import	legal	marking	notice	penalty	quiz
grades	in	library	marks	notices	personal	
grading	incorrect	limits	marksreturn	notification	perspective	
group	index	list	max	numerical	pgde	
grouping	institute	livemeetings	media	online	picture	
groups	instruction	liveteaching	menu	originality	plagiarism	
gswm	invalid	loading	message	other	player	
guide	invite	log	metadata	overrides	playground	
guidelines	issue	login	method	overview	post	
h5p	item	logout	mh		printscreen	
help	key		microsoft		private	
helpdesk			minimize		problem	
hidden			missing		profile	
hide			mobile		programme	
homepage			module		prs	
how-to			moodle		prt	
html			mp4			
http			multiple			
https			my			
			my-coursework			
			myplace			
			myplace-1516			
			myplace-1718			
			myplace-1819			
			myplace1819			
			myplace1920			
			myplace2010			
			myplace2015			
			myplace2015-2016			
			myplace2016			
			myplace2017			
			myplace2019			

R	S	T	U-V	W-Z	0-9
reading	safari	teaching	uk	web	2017
recommend	scanned	templates	unrestored-unknown-attachment	weblink	2018
record	scenario	tempstaff	until	weighting	4
recording	screen	test	up	width	5
registration	screenshot	text	update	windows	
regulations	search	tier	upgrade	withdraw	
release	section	time	upload	workflow	
removing	sections	timetable	url	workshop	
reopened	security	tips	use	wrong	
report	see	todo	user	youtube	
requirements	self	tools	video	zip	
resit	session	topic	videos	zoom	
resource	set	training	view	zoomfeature	
resources	setting	transcription	visa	zoomstudent	
restore	settings	transcriptions	visibility		
restrict	setup	trouble	visible		
resubmission	shibboleth	troubleshooting			
results	shot	turnitin			
return	show	tutor			
review	site	tutorial			
reviewrequired	size	type			
role	snipper	types			
roles	software				
rollover	ssl				
rtf	stack				
rules	staff				
	standard				
	started				
	stream				
	stuff				
	submission				
	submissions				
	summarise				
	summer				
	support				
	suspend				
	switch				