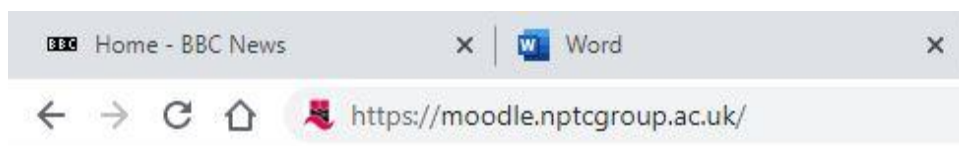


## Quick Guide: Logging into Moodle



There are different ways to find the NPTC Moodle website. The easiest way is to copy and paste the following link into your browser's address bar: <https://moodle.nptcgroup.ac.uk/>



Add Moodle to the list of your browser's favourites (in Edge) or bookmarks (in Google Chrome) or similar.

### 1. Logging in

To log into moodle click on the *Log In* icon



Enter your login details in the Login screen.

These are exactly the same as your college username and password.

**Login**  
You have chosen NPTC Group Login as your home institution to log onto moodle.nptcgroup.ac.uk.

Username:

Password:

**LOGIN**

In the **Username** box type your **student number** only.

In the **Password** box type your **college password**.

After entering your login details, click on **Login**.

If you cannot remember your password, you will need to contact the IT department and ask them to reset it. Their email address is [itservices@nptcgroup.ac.uk](mailto:itservices@nptcgroup.ac.uk)

[libraries@nptcgroup.ac.uk](mailto:libraries@nptcgroup.ac.uk)

## 2. Troubleshooting

If you are unable to log in, check the following:

- Are you using capital letters and small letters in the right places? The password is case sensitive.
- Are you typing from the start of each box? Check that you aren't leaving a space by accident.
- Are you using a browser such as Google Chrome or Edge to reach Moodle? These browsers are fully Moodle-compatible. A Moodle app is available, however, it does not work with NPTC Moodle.
- Are you using the correct username? Remember, when logging into Moodle **the username is your student number**. Office365 requires you to use your college email address.

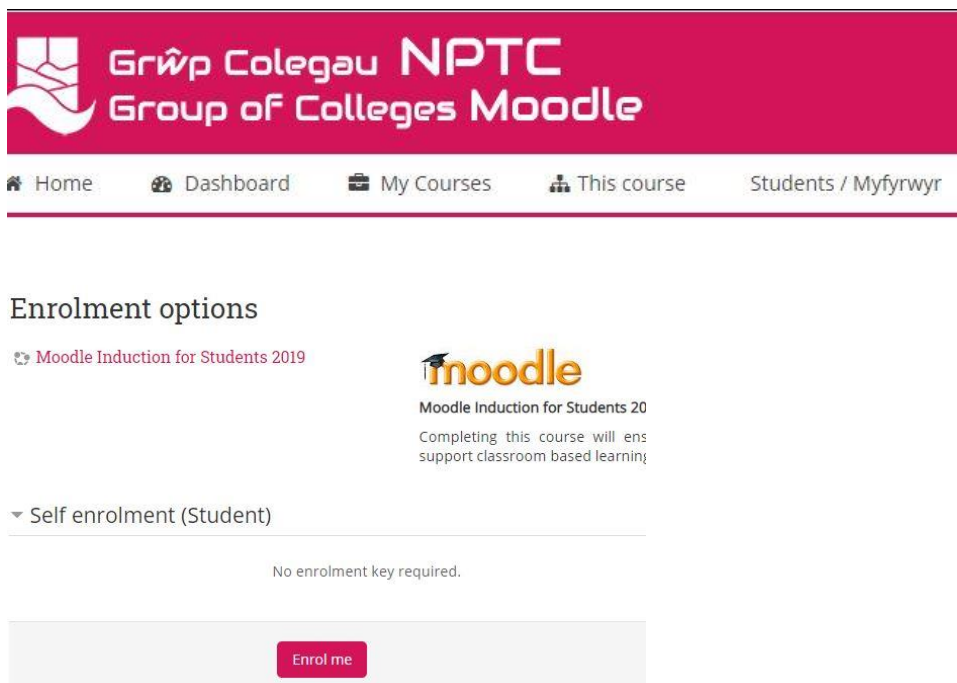
If you have checked all the above points, and still cannot log into Moodle, contact IT Services to have your password reset: [itservices@nptcgroup.ac.uk](mailto:itservices@nptcgroup.ac.uk)

## 3. Moodle Induction

An induction course is available if you need help with using moodle.

Go to Students on the menu at the top of the page, and select **Student Moodle Induction** from the drop-down menu. Then select **Enrol Me**.

Completing this online moodle induction will help you with your online learning.



The screenshot shows the Moodle interface for the 'Moodle Induction for Students 2019' course. At the top, there is a red banner with the NPTC logo and the text 'Grŵp Colegau NPTC Group of Colleges Moodle'. Below the banner is a navigation menu with links for Home, Dashboard, My Courses, This course, and Students / Myfyrwyr. The main content area is titled 'Enrolment options' and features a course card for 'Moodle Induction for Students 2019'. The card includes the Moodle logo and the text 'Moodle Induction for Students 20' and 'Completing this course will ens support classroom based learning'. Below the course card, there is a dropdown menu for 'Self enrolment (Student)' which is currently expanded to show 'No enrolment key required.' and a red 'Enrol me' button.

[libraries@nptcgroup.ac.uk](mailto:libraries@nptcgroup.ac.uk)

#### 4. Enrolling on a Moodle course

Some tutors will have enrolled you in their course already and will appear in the drop down menu from the **My Courses** button.



Other Moodle courses allow you to **enrol yourself**. To do this you first need to find the course you want to access.

1. On the NPTC Moodle homepage, click on the **All Courses** icon.




2. Browse through the different categories or use the search box to quickly locate your course.



3. Select your course and if the course is set to let you self-enrol, click on **enrol me**.

#### Enrolment options

 Moodle Induction for Students 2019



Moodle Induction for Students 20

Completing this course will ens  
support classroom based learning

▼ Self enrolment (Student)

No enrolment key required.

**Enrol me**

4. You should receive an email in your college email account to confirm that you have enrolled on the course.

[libraries@nptcgroup.ac.uk](mailto:libraries@nptcgroup.ac.uk)

Occasionally, your tutor may have blocked self-enrollment on their Moodle course. In this case, you will need to **contact your tutor** to ask for an **enrolment key** if you do not have one already. An enrolment key is a password that you need to enter before being allowed to enrol.

▼ Self enrolment (Student)

Enrolment key

Enrol me

Help for specific Moodle issues is available from [moodle@nptcgroup.ac.uk](mailto:moodle@nptcgroup.ac.uk)