

MOODLE

IT administrators Manual

Installing Moodle 2.7.x under Windows Server 2008 r2 SP1

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August 2014

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What is Moodle?

 Moodle Modular Object Oriented Dynamic Learning Environment.

Moodle is a free software and open source e-learning platform, also known as a Learning Management System (LMS), or Virtual Learning Environment (VLE).

As of August 2014, it had a user base of 64,385 registered and verified sites, serving 72,264,396 users in 7.6+ million courses with 1.1+ million teachers.¹

Moodle was originally developed by Martin Dougiamas to help educators create online courses with a focus on interaction and collaborative construction of content, and is in continual evolution. The first version of Moodle was released on 20 August 2002.

Some typical features of Moodle are:

- Assignment submission
- Discussion forum
- Files download
- Grading
- Moodle instant messages
- Online calendar
- Online quiz
- Wiki
- Survey

Moodle requirements

Hardware (Server Specification).

Disk space: 160MB free (min) plus as much as you need to store your materials. 5GB is probably a realistic minimum.

Processor: 1GHz (min), 2GHz dual core recommended. These settings may vary according to the resources used.

Memory: 256MB (min), 1GB or more is strongly recommended.

Backups: at least the same again as above to keep backups of your site.

* The general rule, Moodle can support 10 to 20 concurrent users for every 1GB of RAM, but it depend on your specific hardware and software combination and the type of use.

¹ <https://moodle.org/stats/>

Software (Apache, MySQL and PHP) under Windows 2008 SP1

Known problems

Windows is not suitable for large Moodle installations because PHP for Windows does not support 64-bit integer numbers, even if it is running on 64-bit Windows in 64-bit mode. One of the problems is that Moodle may fail to access data if there are more than 2 billion records in one database table because the id column is too big for integers. Another limitation is a maximum file size of 2GB, which can cause problems (for example) when making backups of large courses. Please consider a different operating system with full 64-bit support for very large installations.

Software requirements

To install Moodle 2.7.1 we need the required software listed below

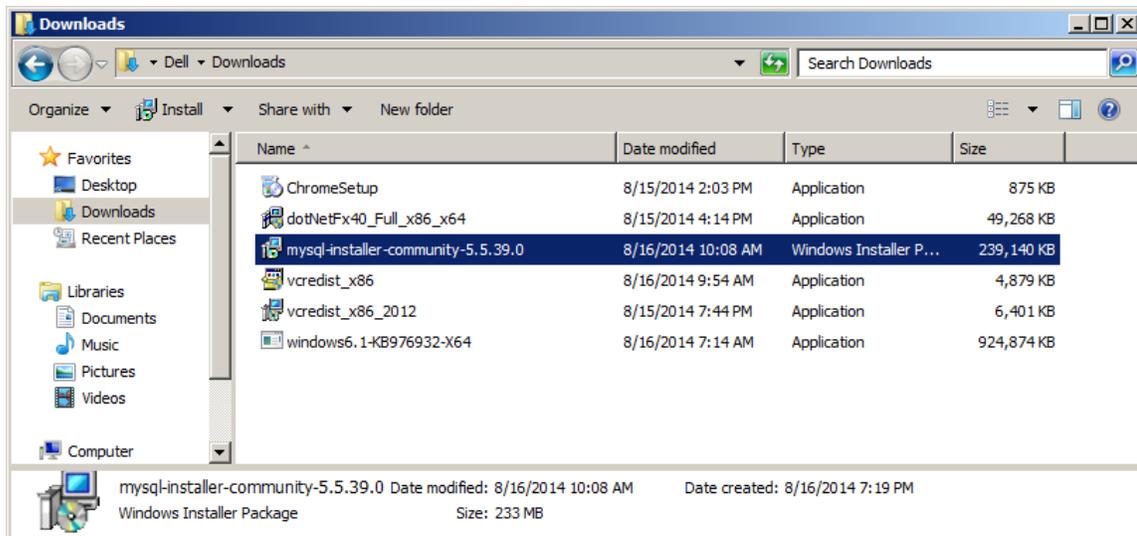
- MySQL version 5.5.31
- Apache version 2.4
- PHP version 5.4.4
- Needed software for Windows environment
 - o Install Dot Net framework 4 (dotNetFx40_Full_x86_x64)
 - o Install Visual C++ 2010(vcredist_x86)
 - o Install Visual C++ 2012 (vcredist_x86_2012)

Install MySQL

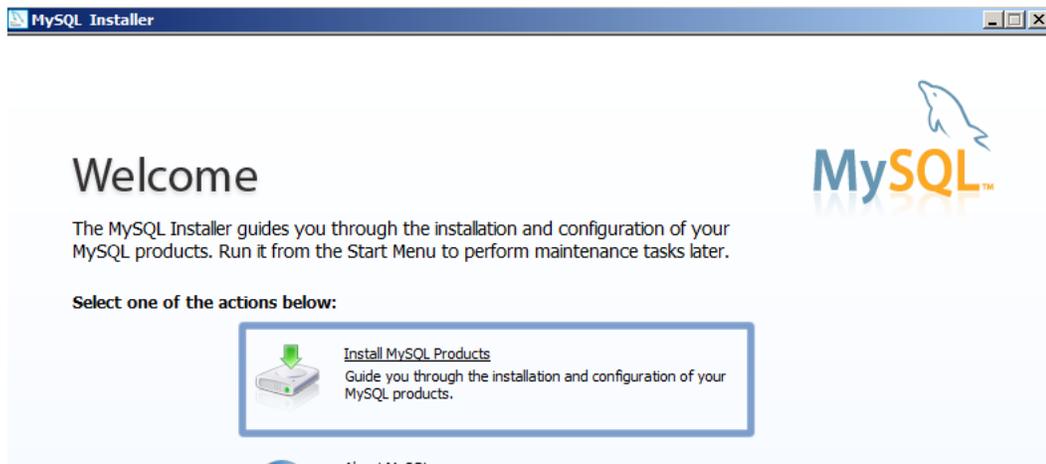
Install the MySQL database server on your machine using the 'MSI' one-click installer for Windows.

Go to <http://dev.mysql.com/downloads/windows/installer/5.5.html> and download MySQL.

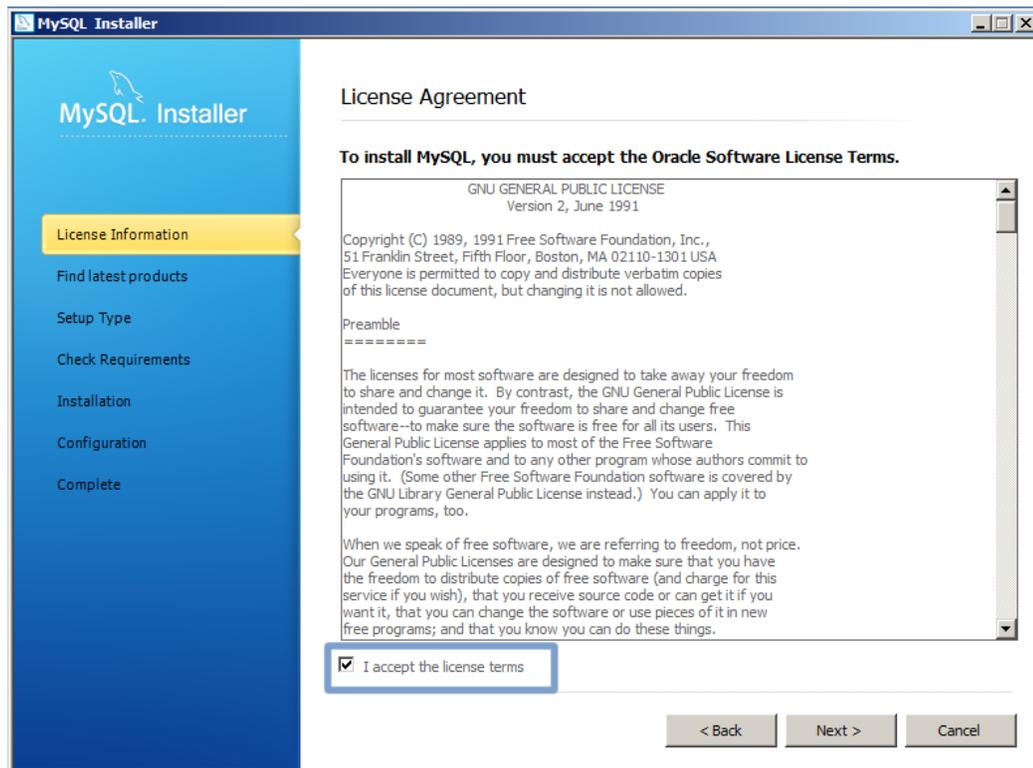
Run the installation.



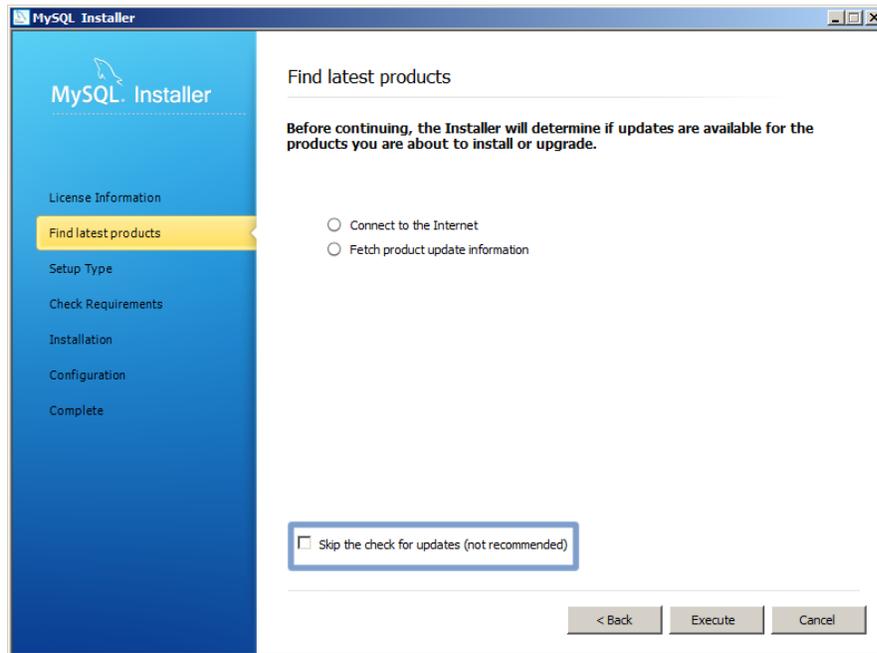
Install MySQL products



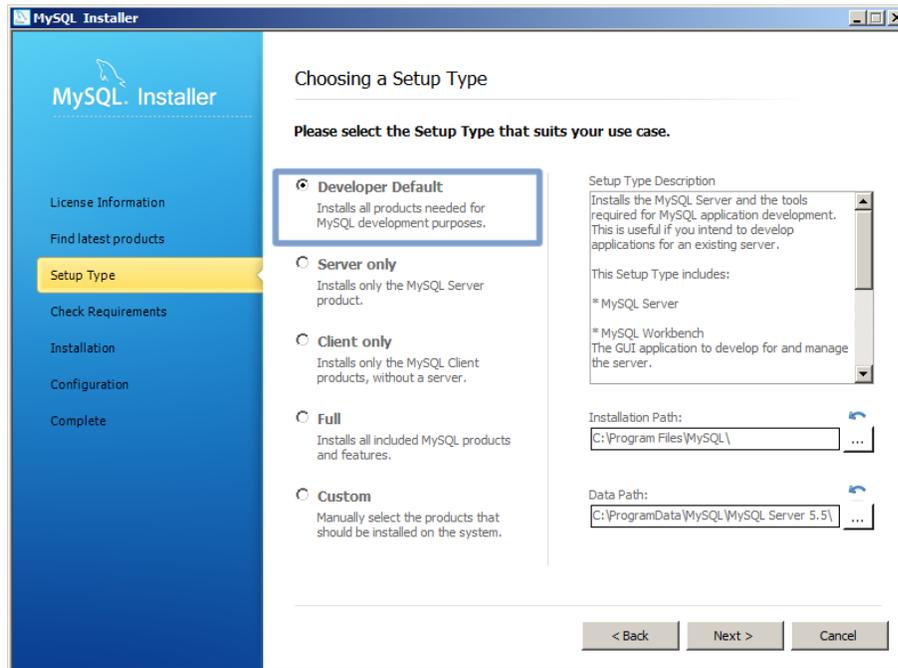
Accept the license



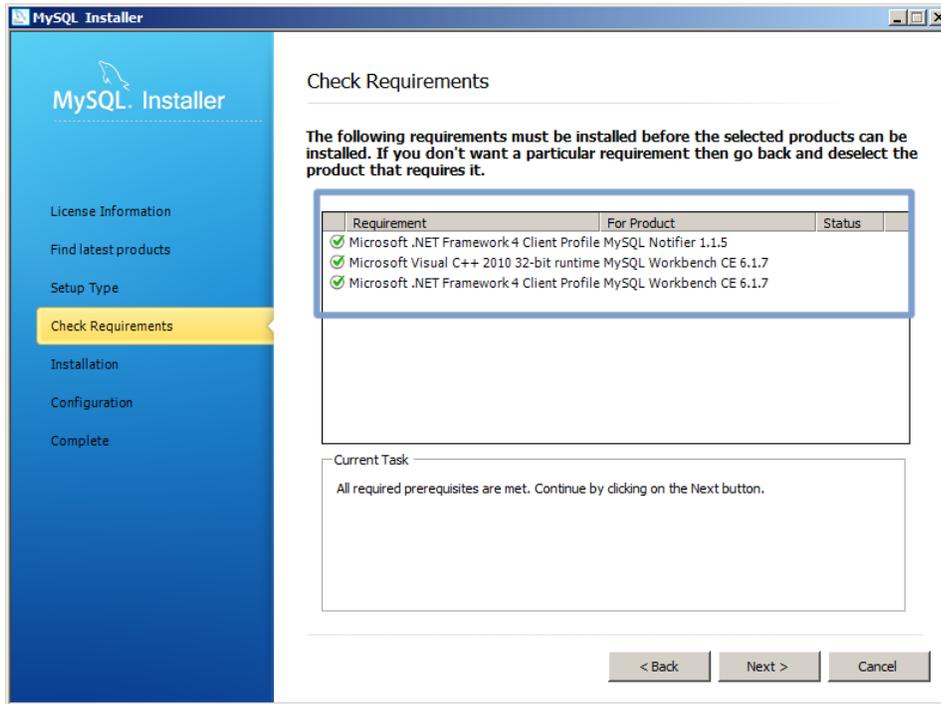
Allow the version check (optional)



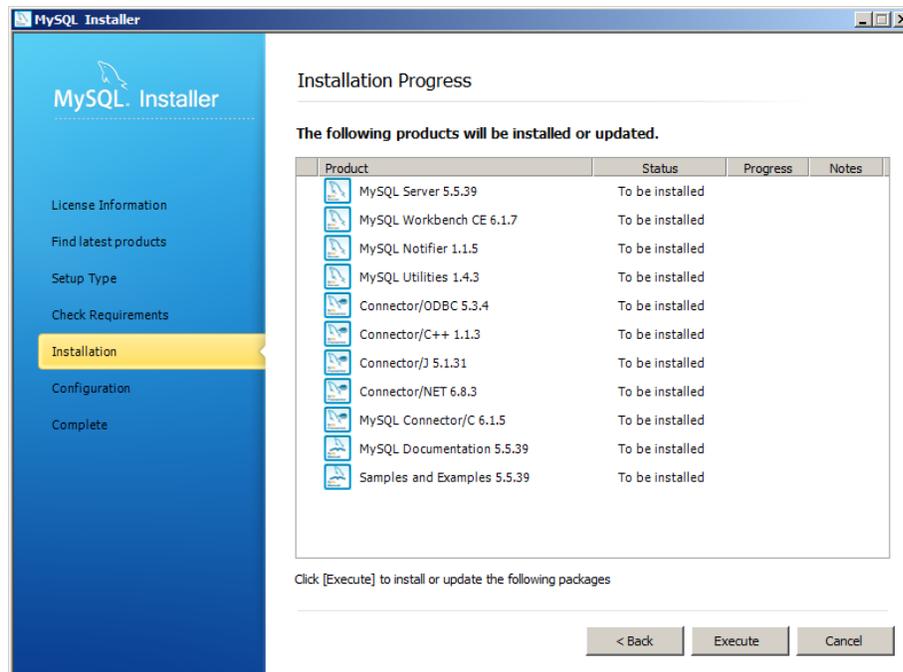
At 'Choose a Setup Type' accept the "Developer Default" and click Next



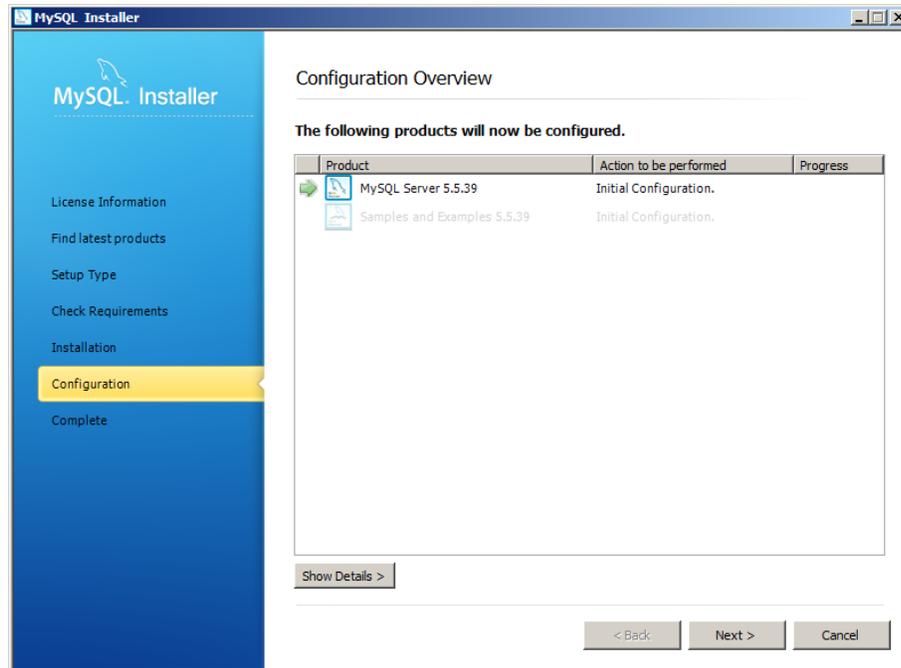
A number of downloads of required software may be identified. We did install these requirements before click Next



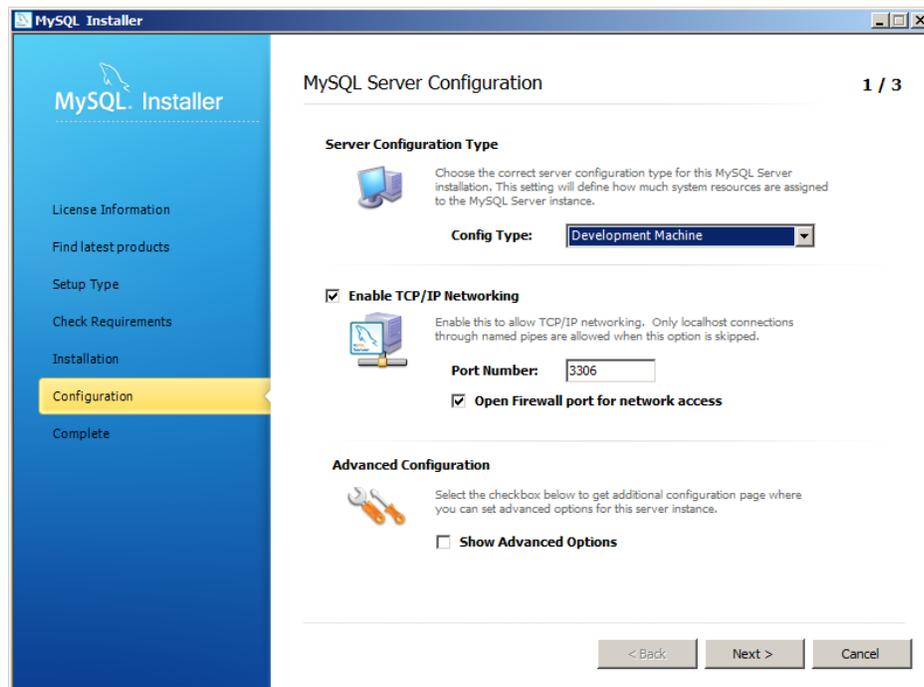
At 'Installation progress' screen, hit Execute - the MySQL software will be installed



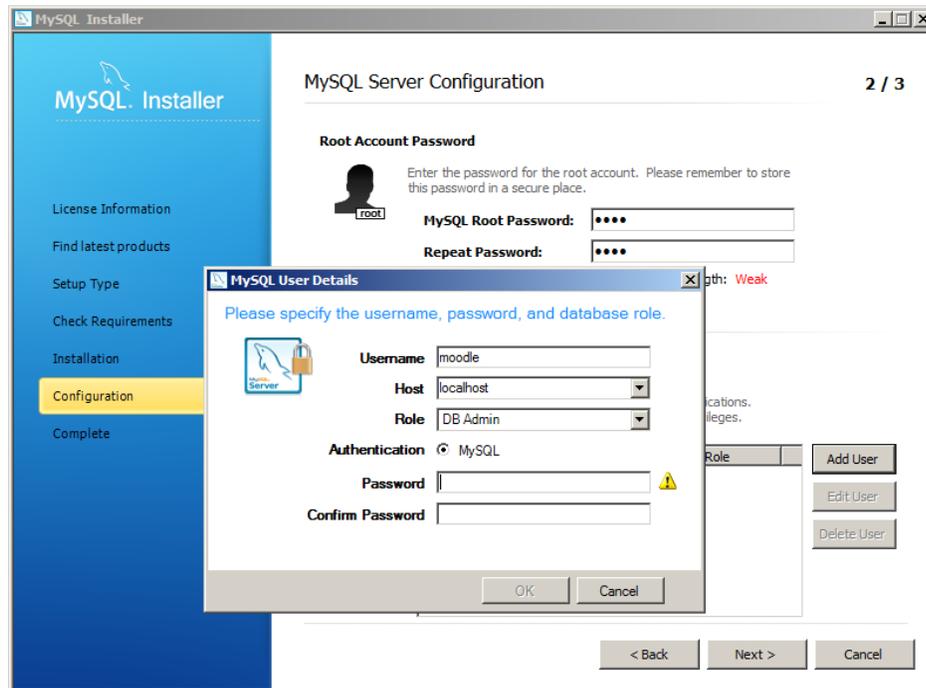
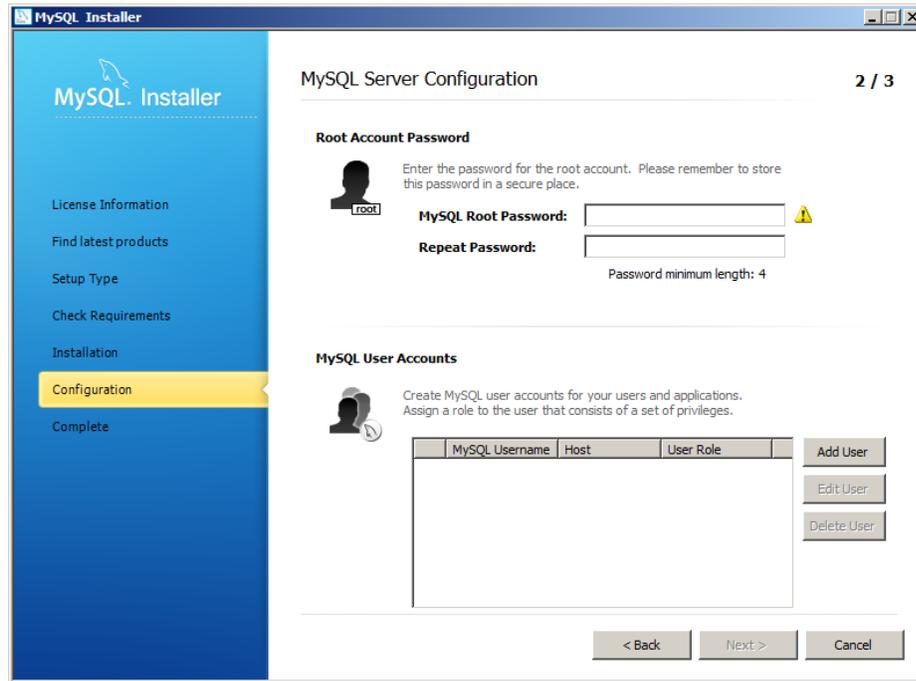
At 'Configuration overview' hit Next to go to the basic configuration screen.



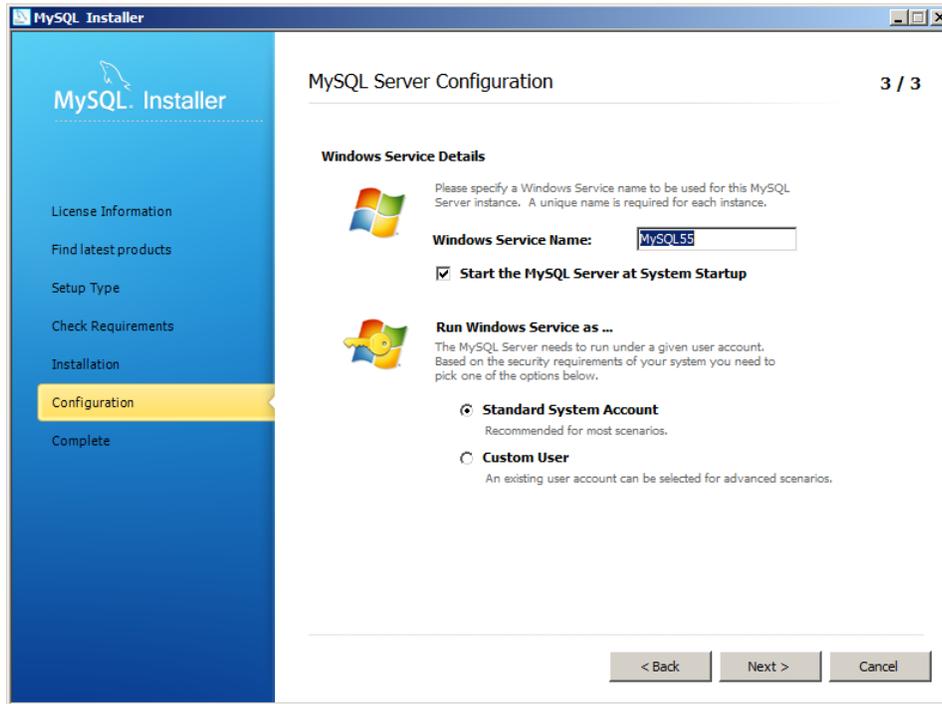
Accept all the defaults on the 'MySQL Server Configuration' and hit Next.



On the password screen, supply a password for the 'root' (main administrator) user. Make sure it's one you won't forget. You can also create a 'User' account just for Moodle with more restricted access if you like.



On the Service details page, accept the defaults and hit Next and then Next a couple more times for the configuration progress.

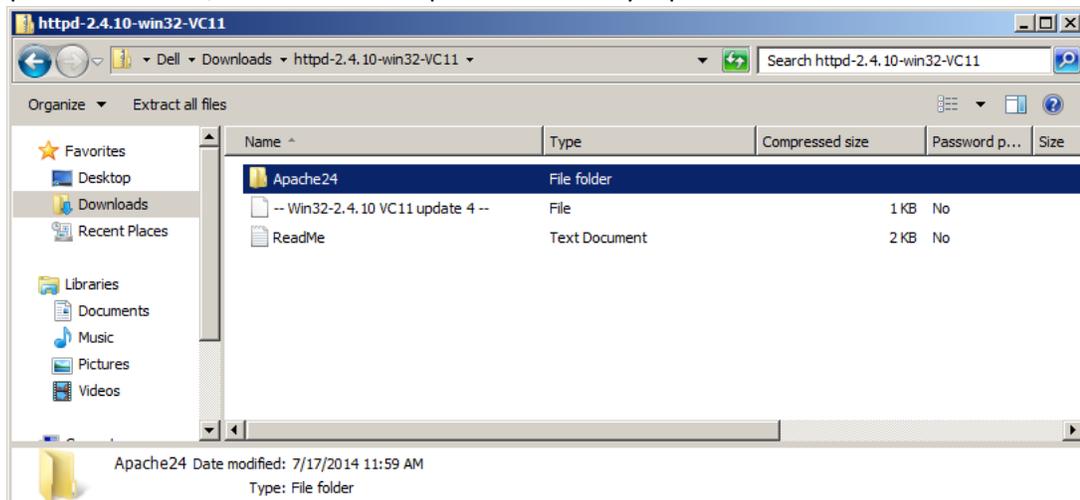


Click Finish.

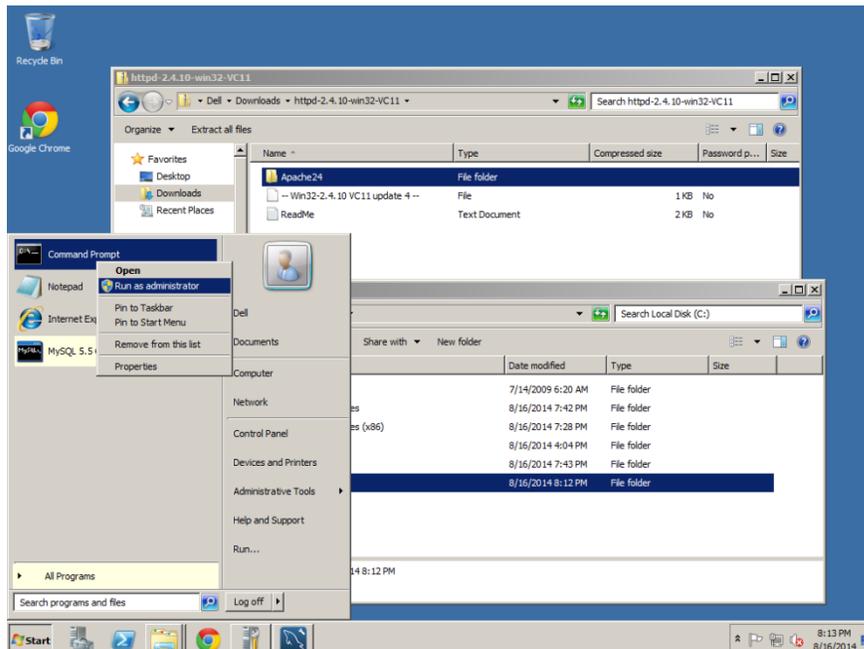
Install Apache

Install the Apache web server on your machine.

- Go to <https://www.apachelounge.com/download/>. Scroll down the page until you find the download for the 'Apache 2.4 win32 binaries' and download. Be careful that the module dll in PHP matches the version of Apache you install. Apache won't load otherwise.
- Unzip the file into C:\. You should end up with a directory 'Apache24'.



- Find Start > All programs > Accessories > Command Prompt....., right click, and select 'Run as administrator'.

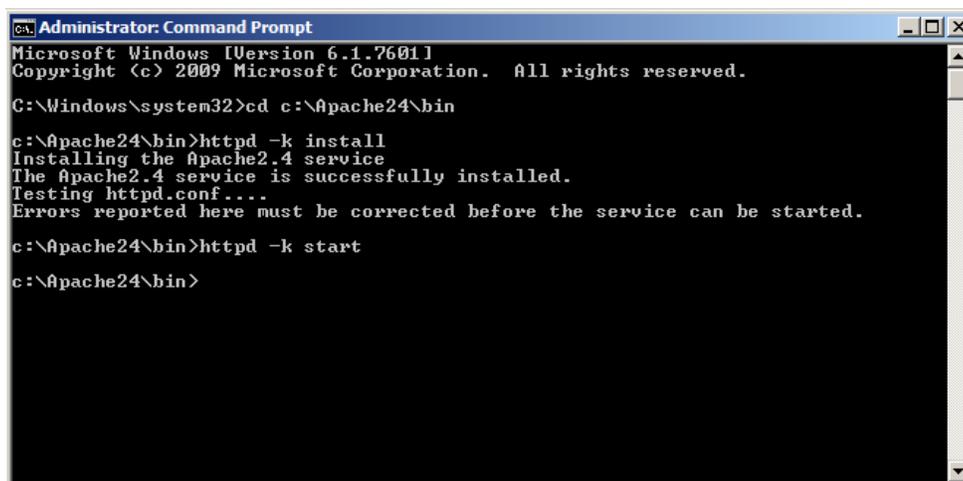


- Enter the following commands

```
cd \Apache24\bin
```

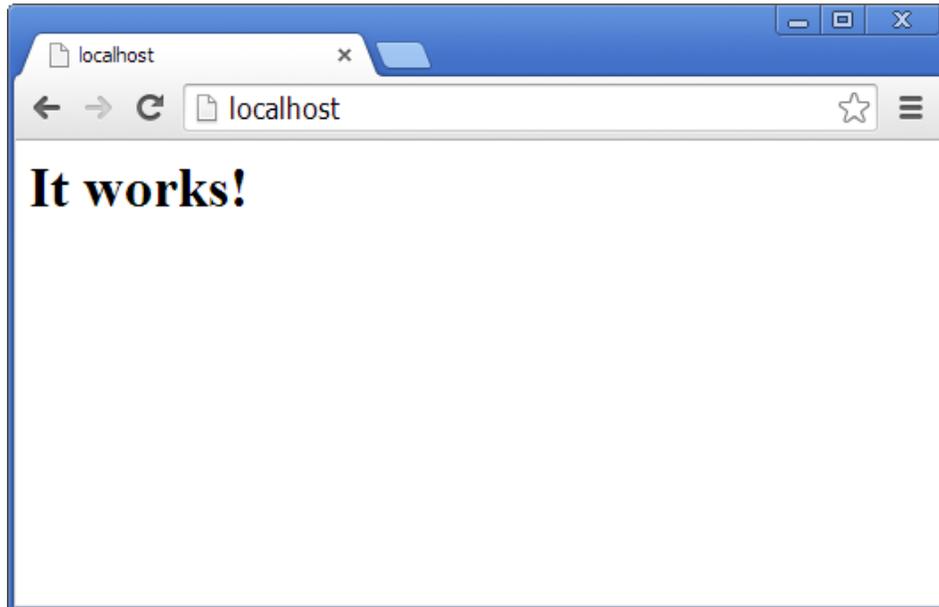
```
httpd -k install
```

```
httpd -k start
```



- ...you may well get a warning about the server name. Don't worry about it. Don't close this window, you will need it again in a minute.

- To test it worked type 'http://localhost' into your browser. You should get a screen up to the effect that Apache is installed and working.



Install PHP

Now install the PHP scripting language on your machine.

- Go to <http://windows.php.net/download/>. In the current stable release section click on link for Windows 5.x.x binaries and source. Scroll down to the newest 'Zip' for VC11 x86 Thread Safe (non thread safe doesn't have the Apache dll).
 - *Microsoft Installer version does not work.
- Open the zip file and extract to C:\PHP\

Configure Apache and PHP

You now need to edit Apache's httpd.conf file.

In the file explorer navigate to C:\Apache24\conf\httpd.conf. Open it in Notepad++. At the end of this file add the following lines:

```
LoadModule php5_module "C:/PHP/php5apache2_4.dll"
```

```
AddHandler application/x-httpd-php .php
```

```
PHPIniDir C:/PHP
```

The version of the module file matters (2_4 in this case). It MUST match the Apache version installed.

In the same file. Search for the line starting DirectoryIndex. Change it as follows

```
DirectoryIndex index.php index.html
```

Now, navigate to C:\PHP, and copy php.ini-development to php.ini. Edit this file, find the following lines and modify them as follows (all should exist already):

```
memory_limit = 256M
```

```
post_max_size = 128M
```

```
upload_max_filesize = 128M
```

You need to specify the extensions required for Moodle.

Change extension directory to *extension_dir = "C:/PHP/ext/"*

```
extension= php_curl.dll
```

```
extension= php_gd2.dll
```

```
extension= php_intl.dll
```

```
extension=php_mbstring.dll
```

```
extension= php_mysqli.dll
```

```
extension= php_openssl.dll
```

```
extension=php_soap.dll
```

```
extension=php_xmlrpc.dll
```

```
zend_extension=php_opcache.dll
```

```
[Date]
```

```
date.timezone =Asia/Jerusalem
```

```
[intl]
```

```
intl.default_locale = en_utf8
```

```
intl.error_level = E_WARNING
```

```
[opcache]
```

```
opcache.enable=1
```

```
opcache.memory_consumption=128
```

```
opcache.max_accelerated_files=4000
```

opcache.revalidate_freq=60

opcache.use_cwd=1

opcache.validate_timestamps=1

opcache.save_comments=1

opcache.enable_file_override = 0

* To run php_intl.dll extension correctly we need to have the icu****.dll files in C:\Apache24\bin.

Back in the 'cmd' window for Apache, you need to restart it to load your changes...

httpd -k restart

Get PHP Information

We need to create test.php file contain the following script and save it in apache DocumentRoot "c:/Apache24/htdocs"

<?php

Phpinfo();

?>

Server set up

Download and copy files into place.

- Go to <http://download.moodle.org/> download the latest official update of Moodle in this case (Moodle 2.7.1).
- Extract the zip file to C:\Apache24\htdocs.

Secure the Moodle files (Data Directory).

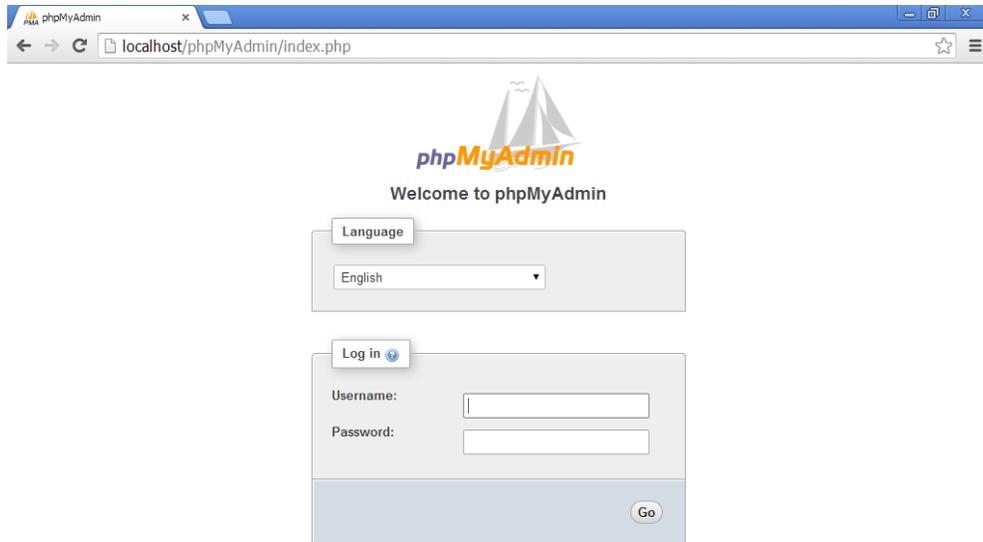
Data directory is C:\moodledata (or whatever you created) not accessible through web server.

Creating and manage Moodle Database

Using phpMyAdmin.

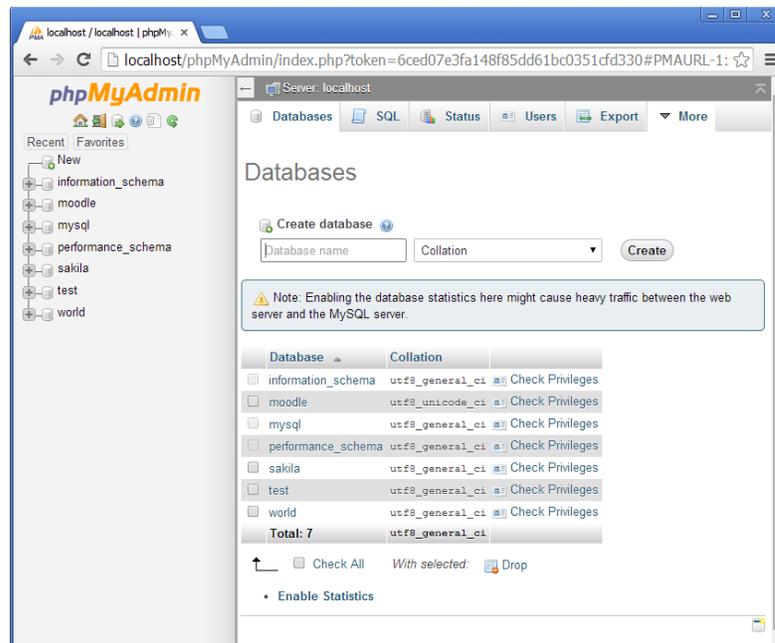
To manage MySQL databases using phpMyAdmin

- Go to http://www.phpmyadmin.net/home_page/downloads.php
- Open the zip file and extract to C:\Apache24\htdocs.
- Go to <http://localhost/phpMyAdmin>



Create an empty database.

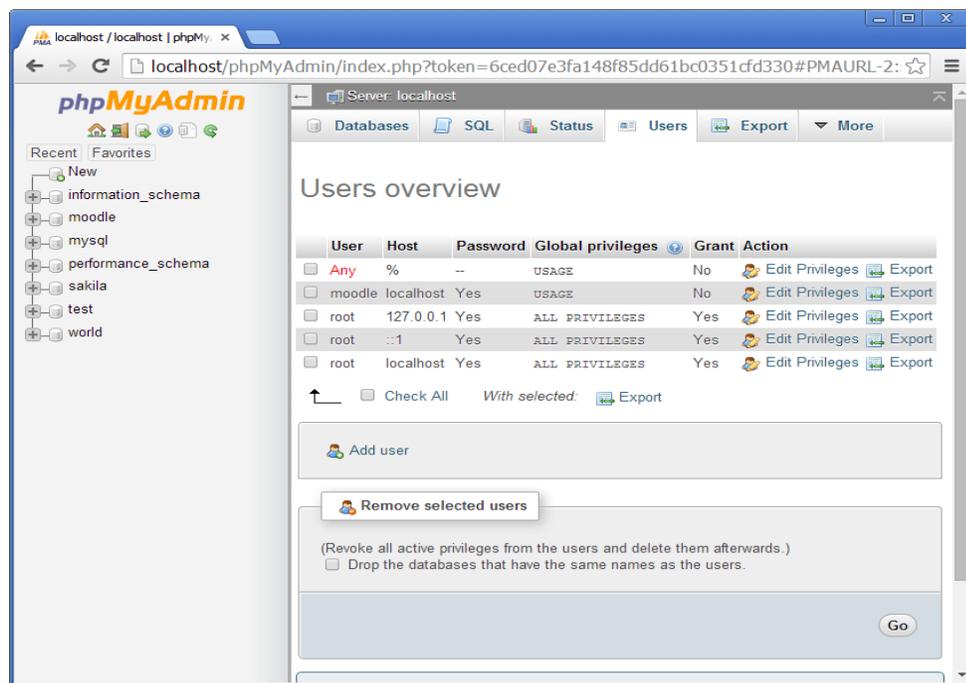
To create database you need to login to phpMyAdmin using root user and password, hit databases and create database with new name and select its Collation utf8_unicode_ci.



Create database user and set privileges.

To create a new user, click the Add a new user link near the bottom of the Users page (you must be a “superuser”, e.g., user “root”). Use the textboxes and drop-downs to configure the user to your particular needs. You can then select whether to create a database for that user and grant specific global privileges. Once you’ve created the user (by clicking Go), you can define that user’s permissions on a specific database (don’t grant global privileges in that case). In general, users do not need any global privileges (other than USAGE), only permissions for their specific database.

Moodle user need these privileges
SELECT,INSERT,UPDATE,DELETE,CREATE,CREATE TEMPORARY TABLES,DROP,INDEX,ALTER



Editing an existing user

To edit an existing user, simply click the pencil icon to the right of that user in the Users page. You can then edit their global- and database-specific privileges, change their password, or even copy those privileges to a new user.

Deleting a user

From the Users page, check the checkbox for the user you wish to remove, select whether or not to also remove any databases of the same name (if they exist), and click Go.

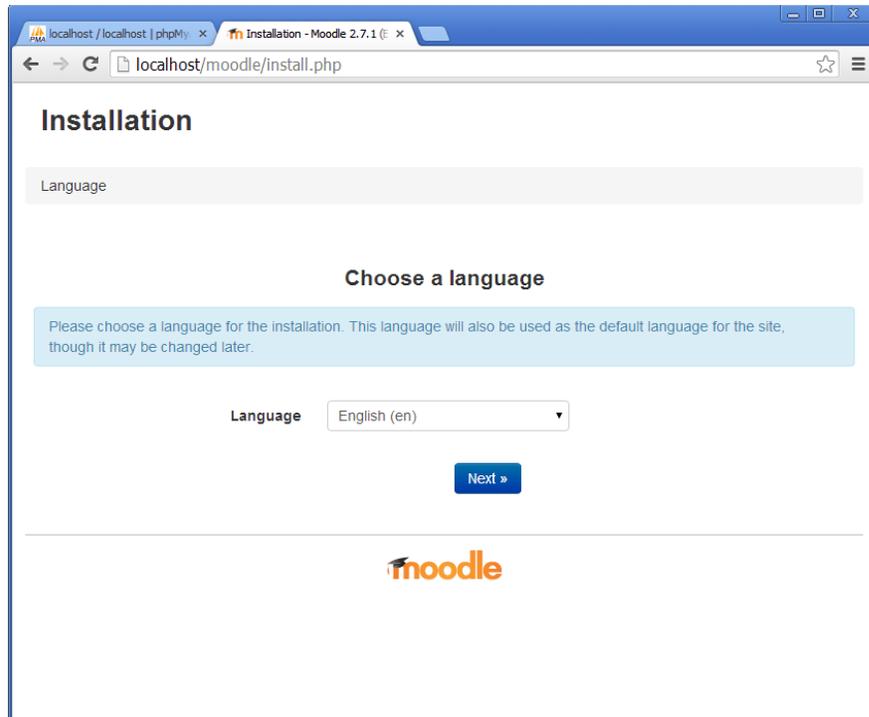
Assigning privileges to user for a specific database

Users are assigned to databases by editing the user record (from the Users link on the home page) not from within the Users link under the table. If you are creating a user specifically for a given table you will have to create the user first (with no global privileges) and then go back and edit that user to add the table and privileges for the individual table.

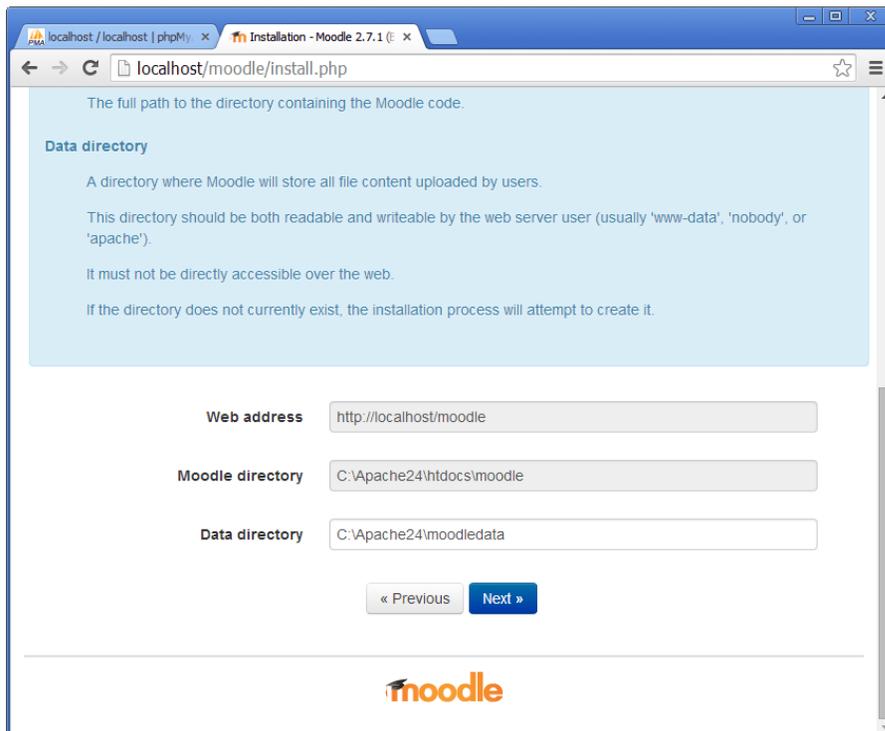
Configure Moodle

Start Moodle installation.

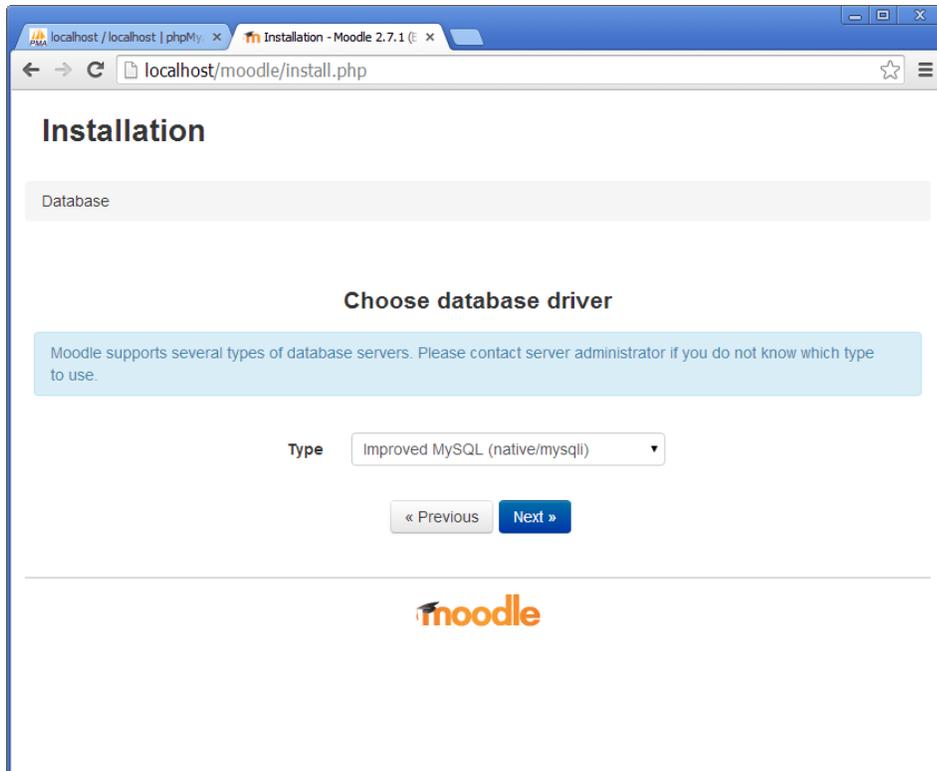
- Go to <http://localhost/moodle/install.php>
- Choose a language and click Next



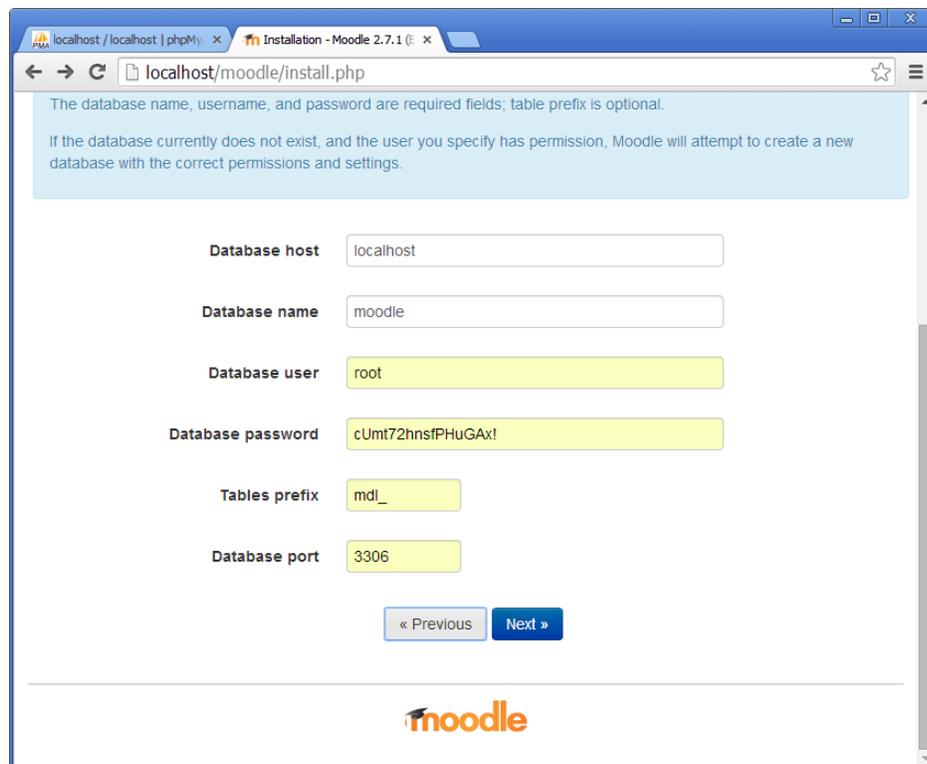
- Confirm paths



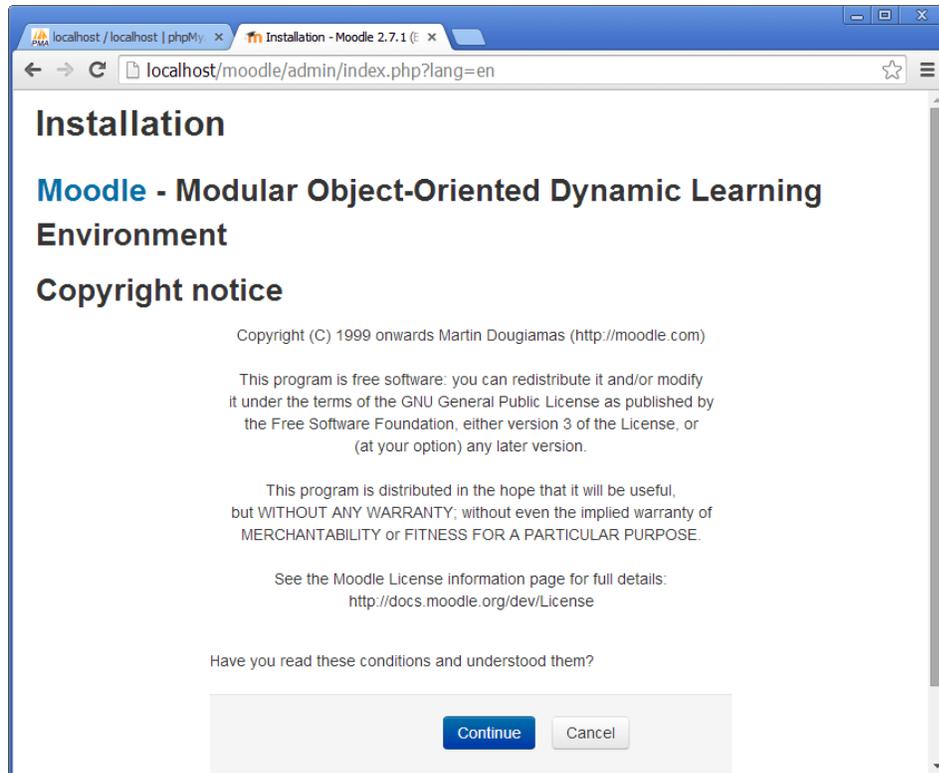
- Database choose database driver (Mysqli)



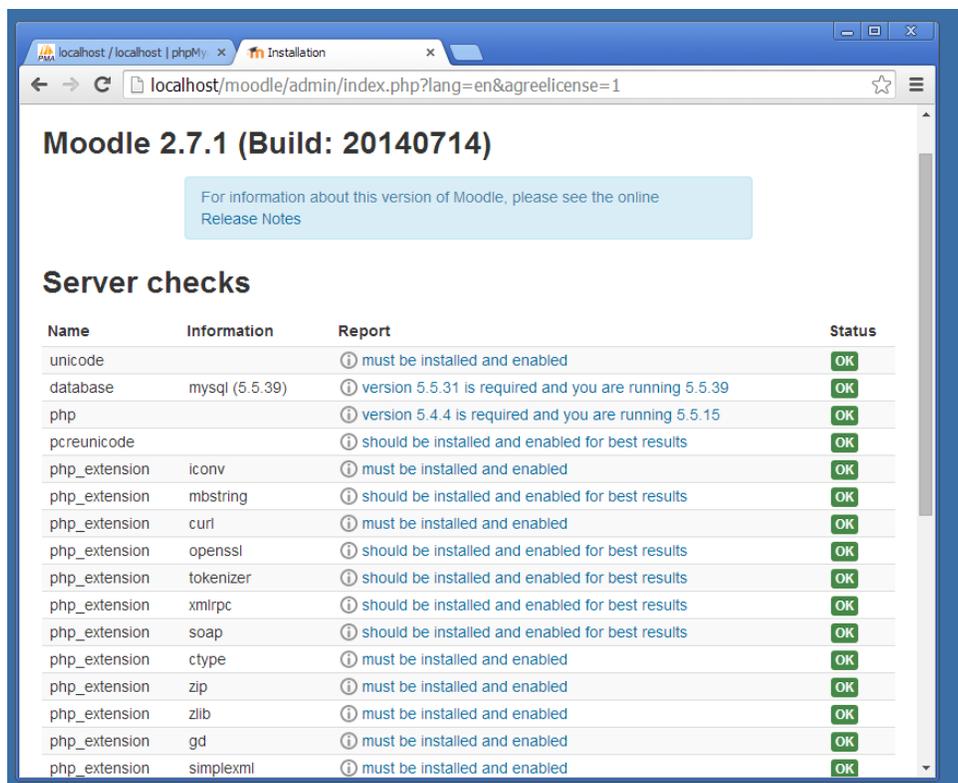
- Database Settings



- Start Installation

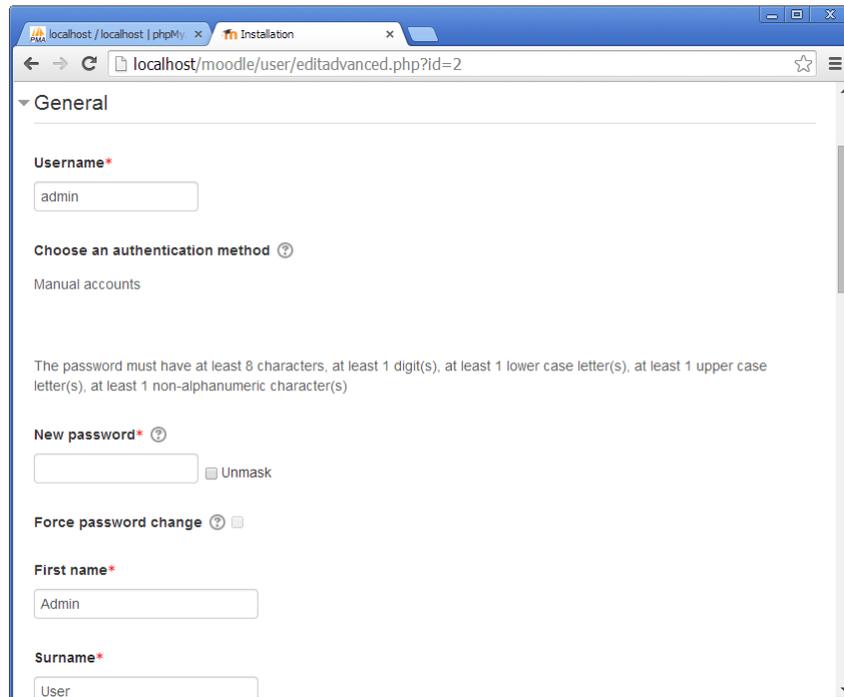


- Server checks (your server have to pass all requirements), click Continue and Continue



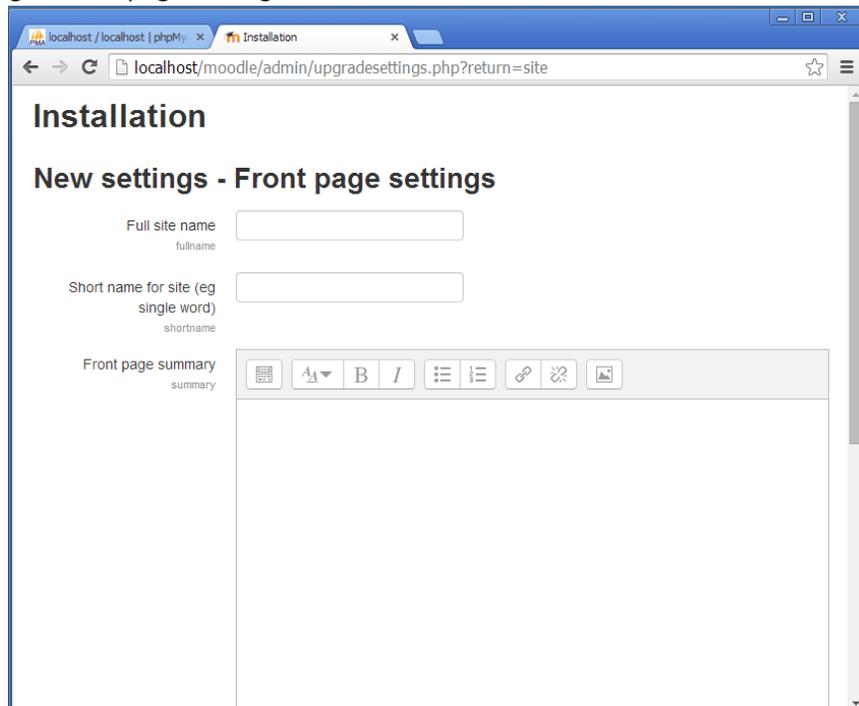
Final configuration.

- Create Moodle Admin Account



A screenshot of a web browser window showing the Moodle user edit page. The browser's address bar displays 'localhost/moodle/user/editadvanced.php?id=2'. The page is titled 'General' and contains several form fields: 'Username*' with the value 'admin', 'Choose an authentication method' with 'Manual accounts' selected, 'New password*' with an 'Unmask' checkbox, 'Force password change' with an unchecked checkbox, 'First name*' with the value 'Admin', and 'Surname*' with the value 'User'. A password requirement note is visible: 'The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s)'.

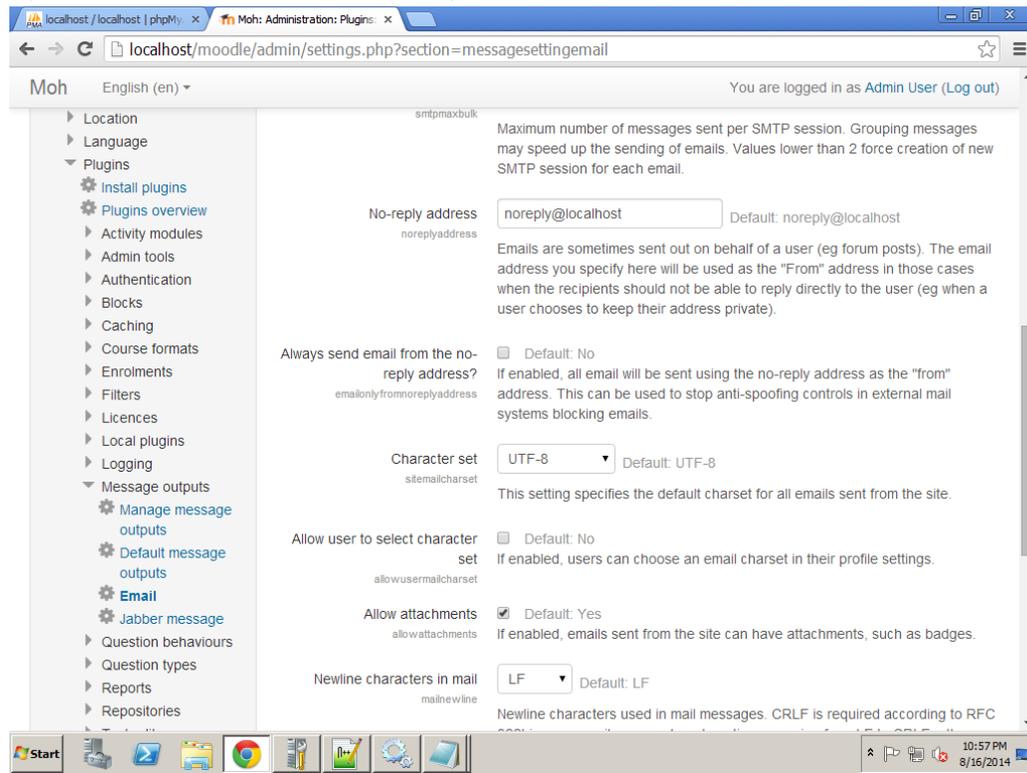
- New settings - Front page settings



A screenshot of a web browser window showing the Moodle installation settings page. The browser's address bar displays 'localhost/moodle/admin/upgradesettings.php?return=site'. The page is titled 'Installation' and 'New settings - Front page settings'. It contains three form fields: 'Full site name' (with a sub-label 'fullname'), 'Short name for site (eg single word)' (with a sub-label 'shortname'), and 'Front page summary' (with a sub-label 'summary'). The 'Front page summary' field includes a rich text editor toolbar with icons for text color, bold, italic, bulleted list, numbered list, link, unlink, and image.

Settings within Moodle

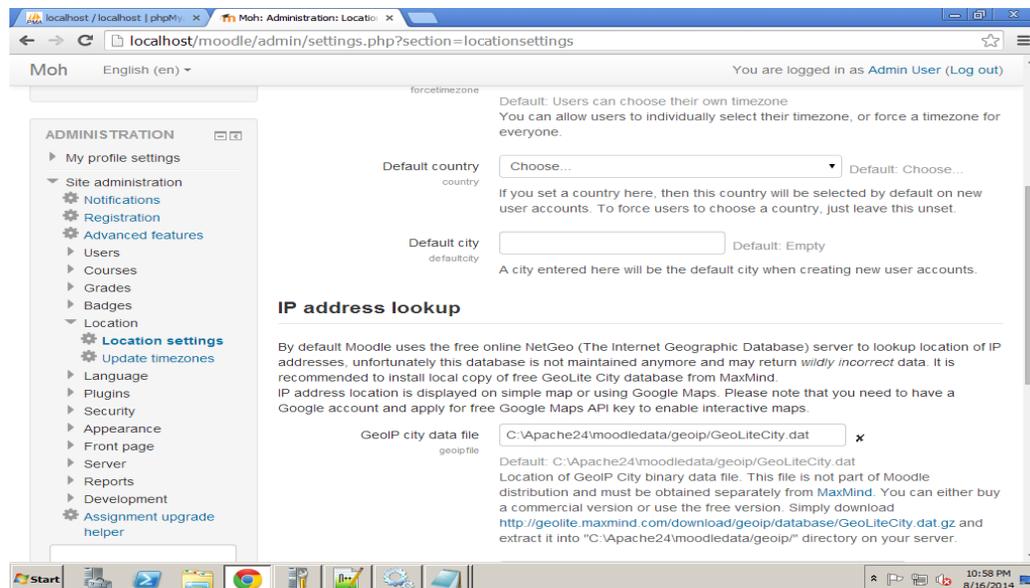
Set your smtp server and authentication if required.



Location and time zones.

To update your location and to set your default country, we need to access the location settings page

Site administration > Location > Location Settings



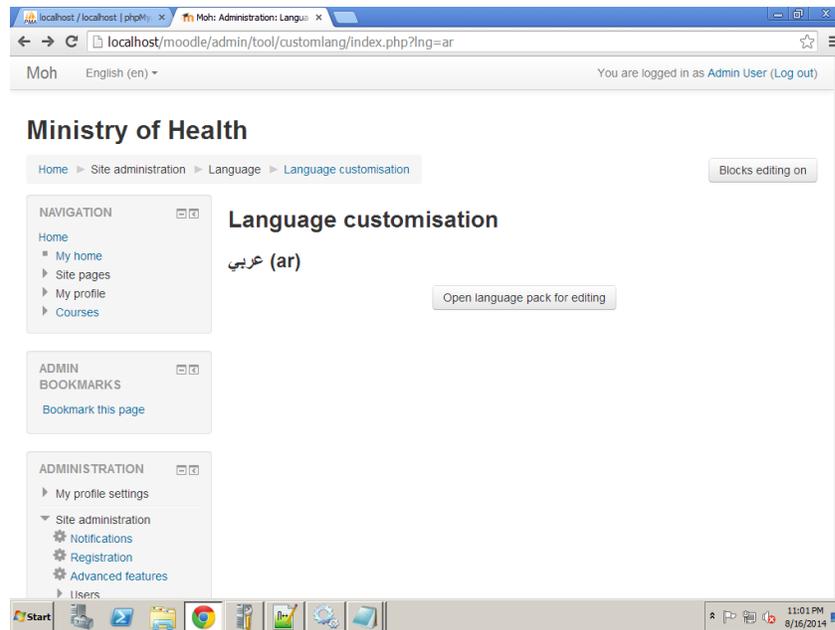
Add languages.

To add new language

- Go to <http://download.moodle.org/langpack/2.7/>
- Download your needed languages
- Open the zip file and extract to C:\Apache24\moodledata\lang.

Edit Moodle languages.

Using Language customization and notepad++.



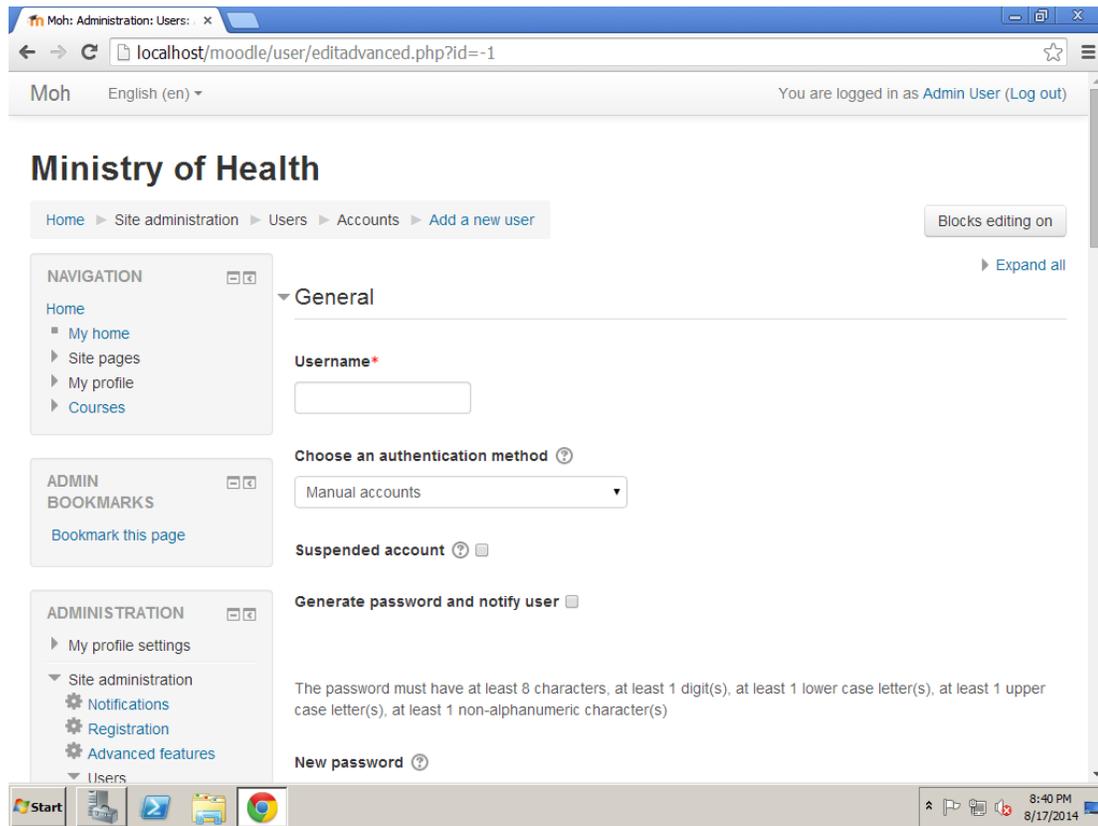
Translate module.

We need to make copy for the default language (English) and move it to the language folder C:\moodledata\lang\ar and edit it using any text editor (notepad++).

Create and manage user accounts

Manual.

An administrator or manager (or any other user with the capability moodle/user:create) can create new user accounts in Settings > Site administration > Users > Accounts > Add a new user.



Username

The user will use this username to log in to the Moodle instance. It needs to be unique. This may be changed. A user's name can only contain alphabetical letters in lowercase, numbers, hyphen '-', underscore '_', period '.', or an at character '@' - unless you enable 'Allow extended characters in usernames' (Site Administration > Security > Site Policies)

Authentication method

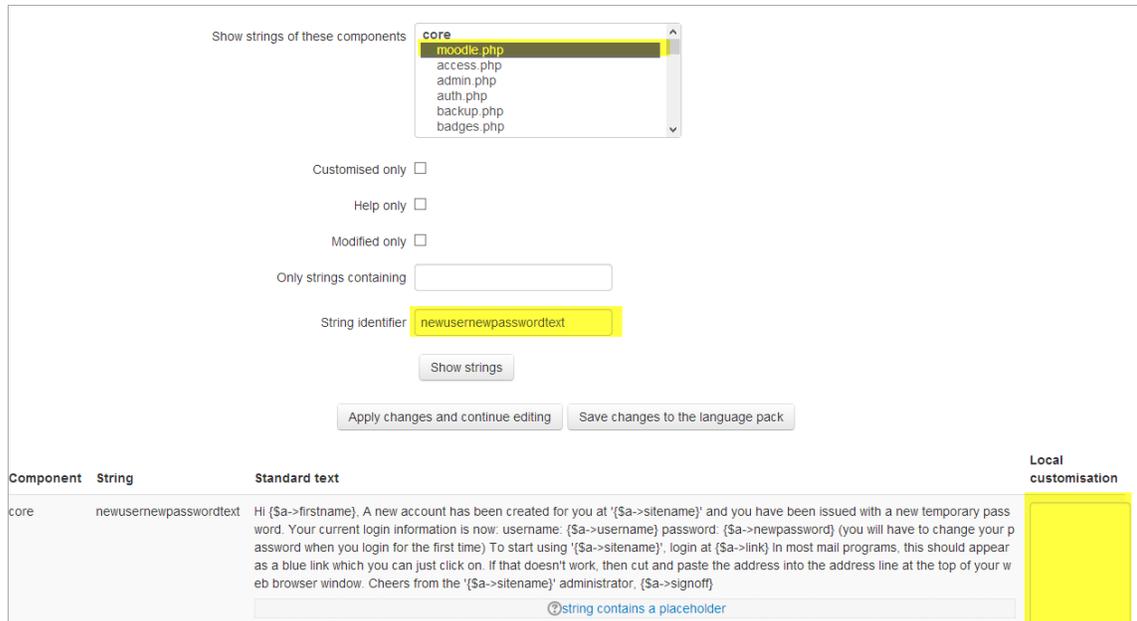
Accounts created by an administrator use the Manual Accounts method, and accounts created by the user themselves using the email sign-up method use the E-mail based self-registration method.

Suspended account

Suspended user accounts cannot login and any outgoing messages are discarded.

Generate password and notify user

Moodle will generate a temporary password and email the user with instructions on how to log in and change it. The email message may be changed in Site administration>Administration>Language>Language settings. Select 'moodle.php' and the string identifier newusernewpasswordtext.



The screenshot shows the Moodle Language Settings interface. At the top, there is a dropdown menu for 'Show strings of these components' with 'moodle.php' selected. Below this are several checkboxes: 'Customised only', 'Help only', and 'Modified only', all of which are unchecked. There is also a text input field for 'Only strings containing'. The 'String identifier' field is set to 'newusernewpasswordtext'. Below these fields are buttons for 'Show strings', 'Apply changes and continue editing', and 'Save changes to the language pack'. At the bottom, there is a table with the following content:

Component	String	Standard text	Local customisation
core	newusernewpasswordtext	Hi {$\\$a->firstname$}, A new account has been created for you at '{$\\$a->sitename$}' and you have been issued with a new temporary password. Your current login information is now: username: {$\\$a->username$} password: {$\\$a->newpassword$} (you will have to change your password when you login for the first time) To start using '{$\\$a->sitename$}', login at {$\\$a->link$} In most mail programs, this should appear as a blue link which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window. Cheers from the '{$\\$a->sitename$}' administrator, {$\\$a->signoff$}	

Below the table, there is a note: 'string contains a placeholder'.

Password

This is the user's password. It is subject to the password policy in Site policies. A user can change their password by the Settings block > My Profile settings > Change password link.

First Name

The user's first name. It is displayed along with the last name in messages, forum posts, participants list, reports and anywhere where something about the user is shown on the page.

Surname

The user's surname. It is displayed along with the first name in messages, forum posts, participants list, reports and anywhere where something about the user is shown on the page.

Email address

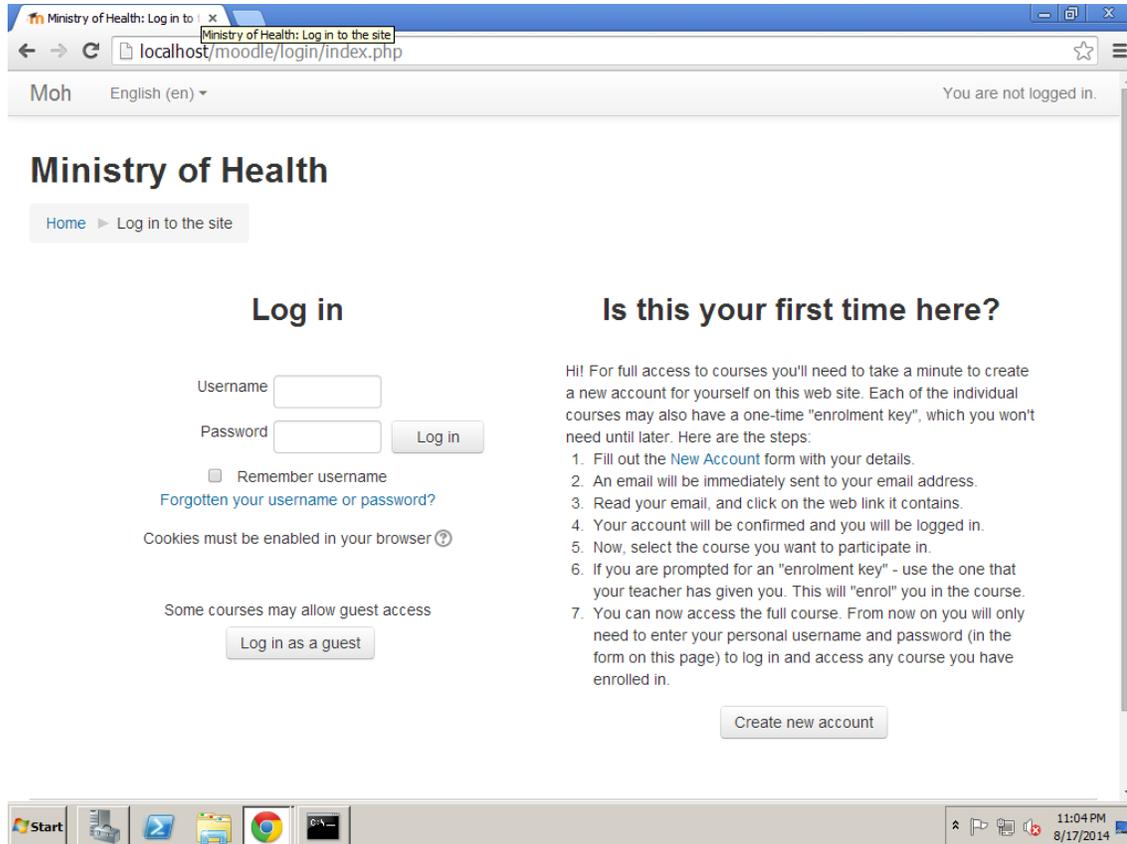
Password reset notices, forum digests and other messages are sent to this email address from the Moodle site.

Email display

This setting controls who can see the user's email address.

Email based self-registration.

The email-based self-registration authentication method enables users to create their own accounts via the 'Create new account' button on the login page. They then receive an email at the address they specified in their account profile to confirm their account.



Enabling email-based self-registration

An administrator can enable email-based self-registration in Settings > Site administration > Plugins > Authentication > Manage authentication.

In addition to enabling the plugin, email-based self-registration must be selected from the self-registration drop-down menu in the common settings.

Warning: Enabling self-registration results in the possibility of spammers creating accounts in order to use forum posts, blog entries etc. for spam. This risk can be minimized by limiting self-registration to particular email domains with the allowed email domains setting in Settings > Site administration > Plugins > Authentication > Manage authentication. Alternatively, self-registration may be enabled for a short period of time to allow users to create accounts, and then later disabled.

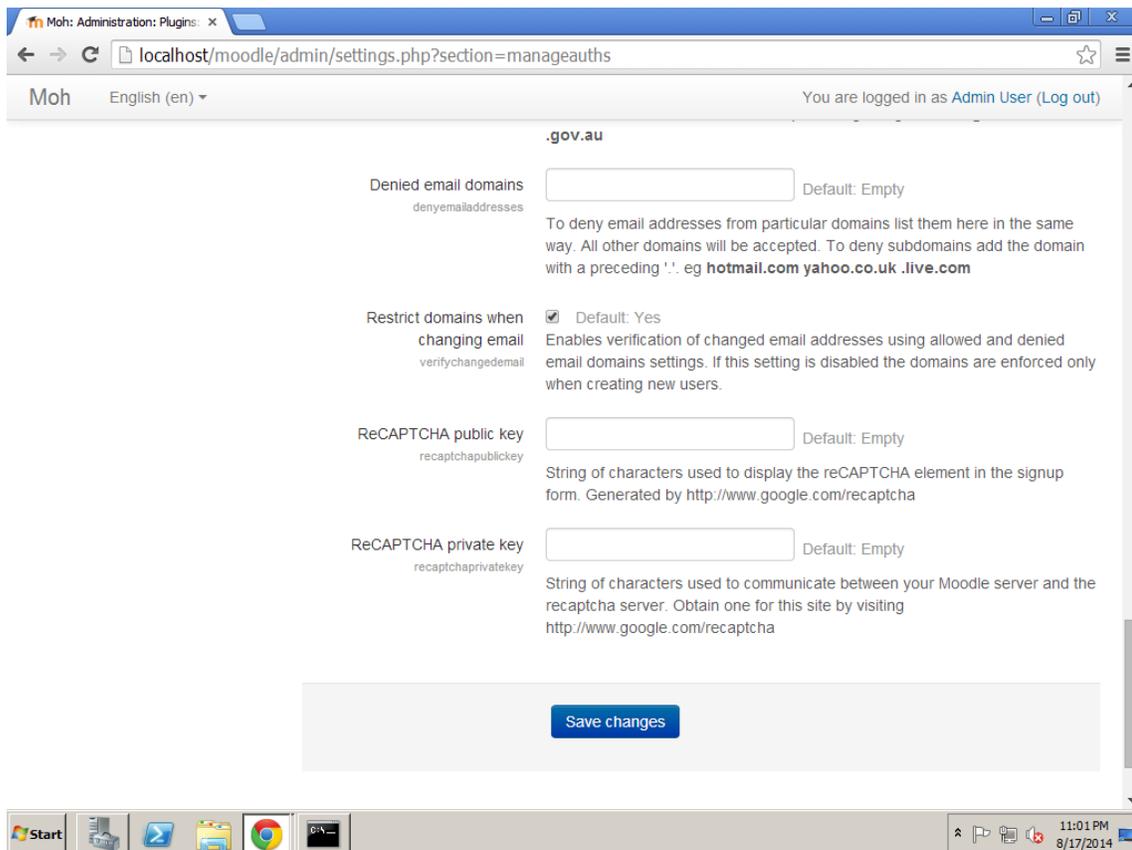
Note: The Email-based self-registration authentication plugin must be enabled to allow users who previously self-registered to login. Selecting Email-based self-registration as the self-registration method allows potential users to self-register.

Enable reCAPTCHA element

A CAPTCHA is a program that can tell whether its user is a human or a computer. CAPTCHAs are used by many websites to prevent abuse from bots, or automated programs usually written to generate spam. No computer program can read distorted text as well as humans can, so bots cannot navigate sites protected by CAPTCHAs.

Spam protection may be added to the email-based self-registration new account form with a CAPTCHA element - a challenge-response test used to determine whether the user is human.

In addition to enabling the reCAPTCHA element, email-based self-registration should be set as the self-registration authentication plugin and reCAPTCHA keys should be set in the manage authentication common settings.



Uploading a csv file with user data.

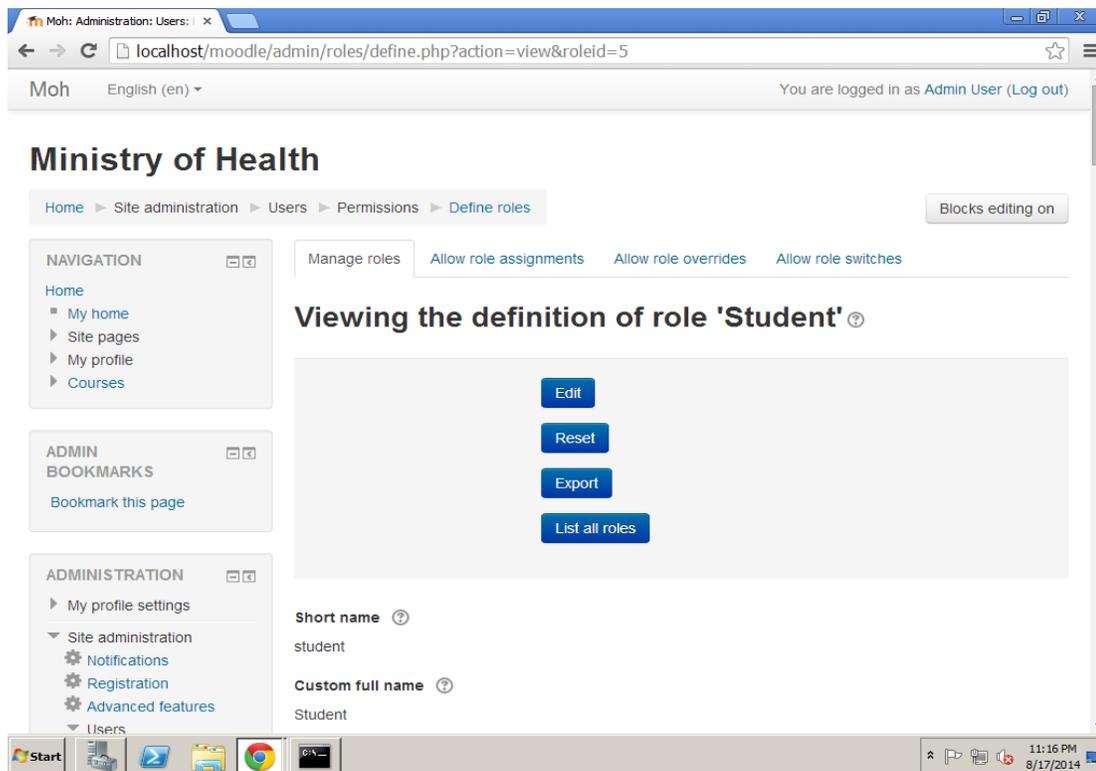
An administrator can upload multiple user accounts via text file in Settings > Site administration > Users > Accounts > Upload users.

username,password,firstname,lastname,email

- Password field: "password" field is optional if "Create password if needed" setting is chosen (default).
- If included, values should meet the requirements for the site's Password policy. To force password change for a particular user, set the password field to **changeme**.
- If omitted, a password will be generated for each user (during the next Cron job) and welcome e-mails sent out.

Assign and adapt permissions using the roles system.

Managing overall role capabilities can be done by an administrator using Administration > Site administration > Users > Permissions > Define roles. This is the place to add custom roles or modify existing roles. The "Manage roles" tab, allows the system administrator to edit any one of over 350 different capabilities associated with any role. The "Allow role assignments", "Allow role overrides" and "Allow role switches" contain a matrix, which give the ability for a specific role to work with other specific roles.



Standard roles

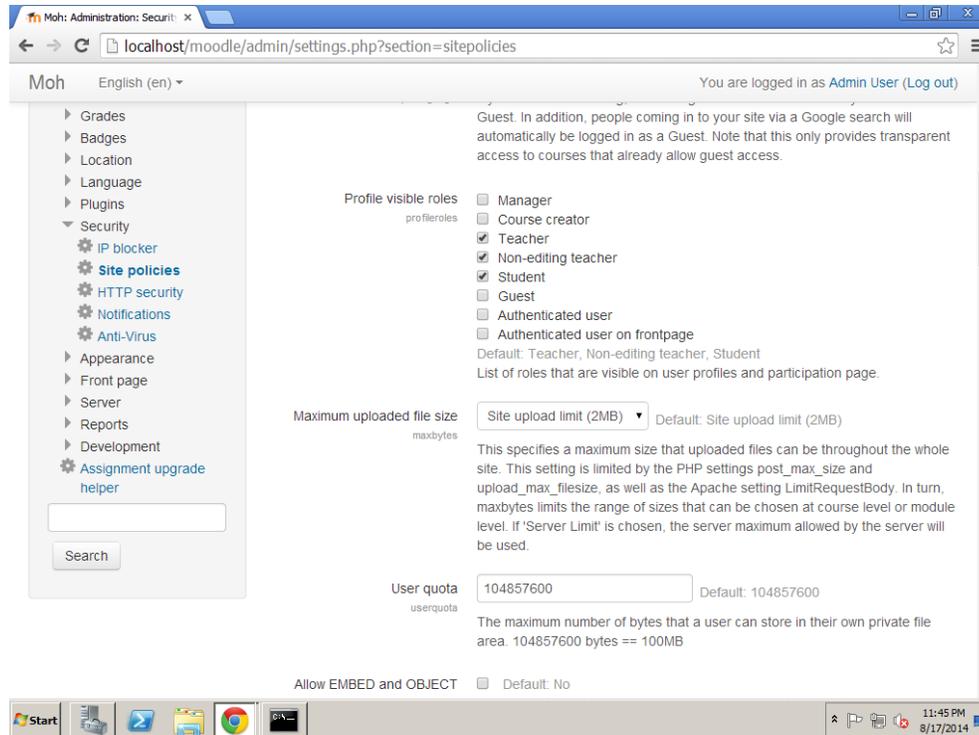
- Site administrator - can "do everything" on the site
- Manager - a lesser administrator role
- Course creator - can create courses
- Teacher - can manage and add content to courses
- Non-editing teacher can grade in courses but not edit them
- Student - can access and participate in courses
- Guest - can view courses but not participate
- Authenticated user - the role all logged in users have
- Authenticated user on the front page role - a logged in user role for the front page only

Moodle Security and Site policies

Upload size.

Upload file sizes are restricted in a number of ways and each one in this list restricts the following ones:

- Server level
- Moodle site level
- Course level
- Activity level



Password police.

The password policy includes option to set the minimum length of the password, the minimum number of digits, the minimum number of lower-case characters, the minimum number of upper-case characters and the minimum number of non alphanumeric characters.

The password policy is enabled by default. Default (recommended) settings are:

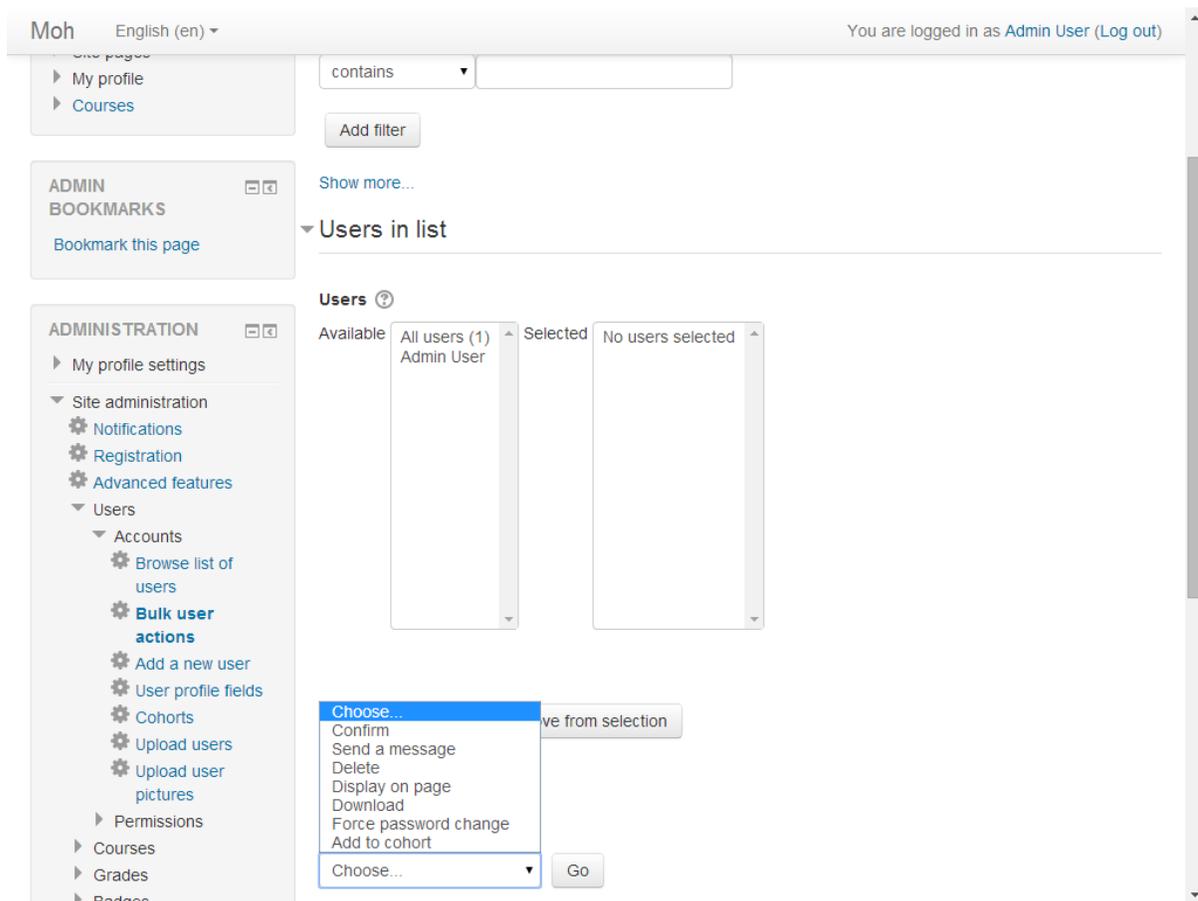
- Password length - 8
- Digits - 1
- Lowercase letters - 1
- Uppercase letters - 1
- Non-alphanumeric characters - 1

If a user enters a password that does not meet the requirements, they are given an error message indicating the nature of the problem with the entered password.

Enabling the password policy does not affect existing users until they decide to or are required to change their password. An admin can force all users to change their password using the force password change option in Bulk user actions.

The bulk user actions feature in Administration > Site administration > Users > Accounts > Bulk user actions enables administrators to select users by creating a filter and then perform any of the following actions:

- Confirm user accounts created through Email-based self-registration which are not yet confirmed by the user
- Send a message (requires Messaging to be enabled)
- Delete user accounts
- Display a list of users on a page
- Download user data in text, ODS or Excel file format
- Force users to change their passwords



Moodle interface

Select theme.

You may select different themes depending upon the device that will be viewing Moodle. For example, you might have one theme for computers with monitors and another for mobile phones and another for tablets.

- Log in as admin and go to Administration > Site administration > Appearance > Themes > Theme Selector
- Click on "Clear theme caches" button
- Click on the "Select theme" button on the right of the current theme being used for the device

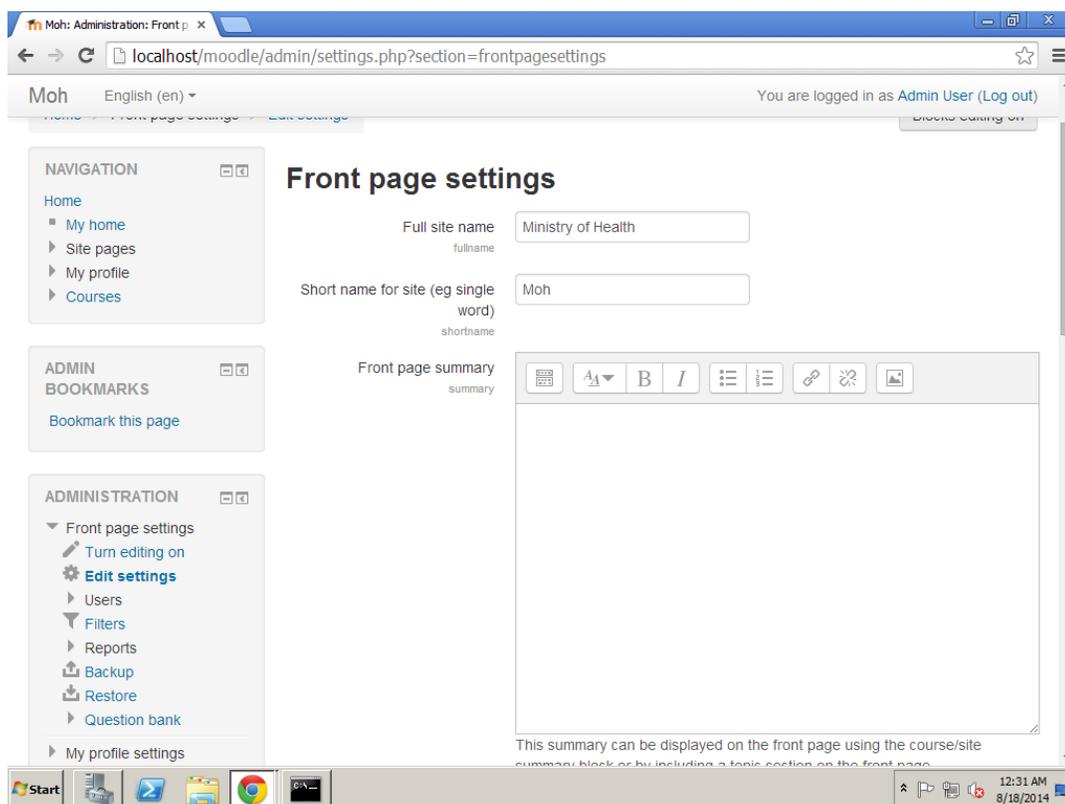
- Scroll down to find the theme you wish to use
- Click the "Use theme" button next to that theme
- Moodle will tell you it has been saved as the default theme
- Check your Moodle site by going to the Moodle site's home page
- You may have to refresh your browser to see the new theme

Add new theme.

A new theme can be installed in the same way as any other plugin.

Customize front page.

In this page you can add the full site name, the short name and summary for your Moodle site.



Add any additional plug-in

Installing a plugin

To install a plugin, its source code must be put (deployed) into the appropriate location inside the Moodle installation directory and the main administration page Administration > Site administration > Notifications must be visited. There are three ways how the plugin code can be deployed into Moodle.

Plugin code may be deployed from within Moodle, either directly from the Moodle plugins directory or by uploading a ZIP file. The web server process has to have write access to the plugin type folder where the new plugin is to be installed in order to use either of these methods.

Alternatively, a plugin may be deployed manually at the server.

Installing directly from the Moodle plugins directory

Login as an admin and go to Administration > Site administration > Plugins > Install plugins.

Click the button 'Install plugins from Moodle plugins directory'.

Search for a plugin with an Install button, click the Install button then click Continue.

Check that you obtain a 'Validation passed!' message, then click the button 'Install plugin'.

Installing via uploaded ZIP file

Go to the [Moodle plugins directory](#), select your current Moodle version, then choose a plugin with a Download button and download the ZIP file.

Login to your Moodle site as an admin and go to Administration > Site administration > Plugins > Install plugins.

Upload the ZIP file, select the appropriate plugin type, tick the acknowledgement checkbox, then click the button 'Install plugin from the ZIP file'.

Installing via FTP

Go to the [Moodle plugins directory](#), select your current Moodle version, then choose a plugin with a Download button and download the ZIP file.

Upload the ZIP file, using FTP extract it and click on Site administration > Notifications.

Check plug-in compatibility.

You have to check plug-in version and obtain a 'Validation passed!' message, then click the button 'Install plugin'.

Add needed module (e.g. questionnaire).

To add new Moodle module, you need to follow the following steps:

You need to login using admin user

- Go to Site administration> Plugins> Install plugins

Plugin installer

Install plugins from the Moodle plugins directory ?

▼ Install plugin from ZIP file ?

Plugin type* ? Choose...

Make sure the plugin type root location is writable by the web server process.

ZIP package* ? Choose a file...



You can drag and drop files here to add them.

Acknowledgement *

I understand that it is my responsibility to have full backups of this site prior to installing additional plugins. I accept and understand that plugins (especially but not only those originating in unofficial sources) may contain security holes, can make the site unavailable, or cause private data leaks or loss.

- Now you can install any plugin using Plugin installer or you can choose plugin type

Plugin type* ?

Activity module (mod) ▼

Choose...

Activity module (mod)

Assignment / Submission plugin (assignsubmission)

Assignment / Feedback plugin (assignfeedback)

- Upload the ZIP package

File picker

- Server files
- Recent files
- Upload a file
- Private files
- Wikimedia

Attachment

Save as

Author

Choose license

Upload this file

- Check the Acknowledgement

Acknowledgement

*

I understand that it is my responsibility to have full backups of this site prior to installing additional plugins. I accept and understand that plugins (especially but not only those originating in unofficial sources) may contain security holes, can make the site unavailable, or cause private data leaks or loss.

- Click on Install plugin from the ZIP file button

Install plugin from the ZIP file

Create first Moodle course

To create your first course:

- Login to Moodle using admin account or course creator
- Go to Site administration > Courses > Manage courses and categories > Add a new course

Add a new course

▼ General

Course full name*

Course short name*

Course category

Visible

Course start date

Course ID number

There are required fields in this form marked *.

- Fill all the required fields which marked *, and click Save changes button.

Enroll users (Facilitators and trainee).

After we save the changes, Moodle redirect us to new page which we can enroll the users and give them the right roles

Enrolled users

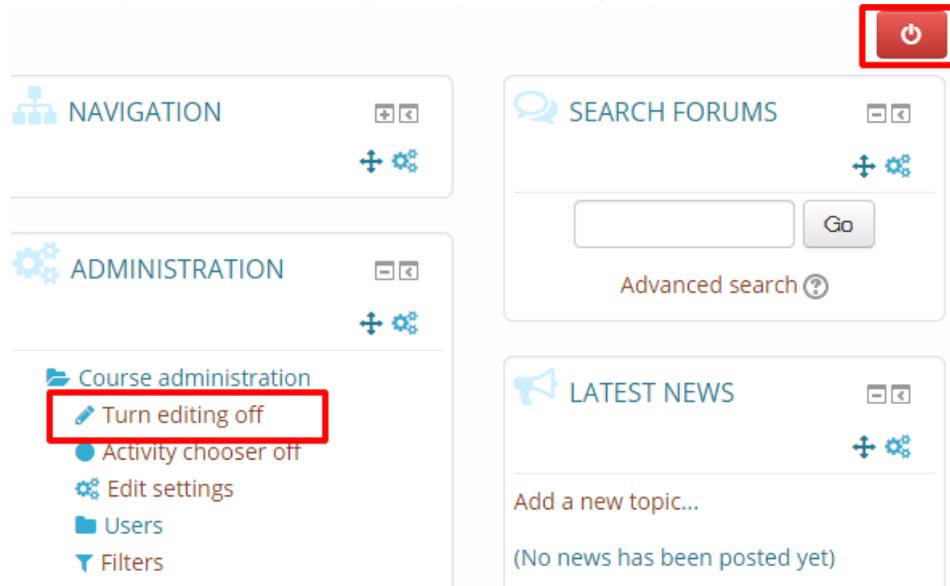
Search Enrolment methods Role Status

First name / Surname / Email address Last access Roles Groups Enrolment methods

Add Activities\Resource.

To add an activity to Moodle course

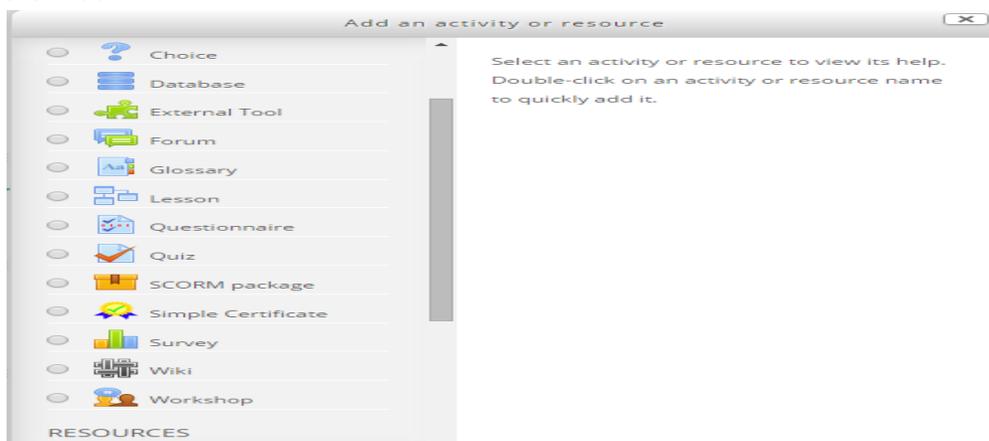
- Make sure that your course is in editing mode (Turn editing on).



- Within the required Week or Topic Block click Add and Activity or Resource link.



- In the Add an activity or resource dialogue box that appears, select the needed Activity\Resource and click Add.



Server settings

We can access all the list below from Administration > Site administration > Server

System paths

An administrator can set the system paths like aspell which use to spell-checking within the editor.

System paths

Path to du
pathtodu ✓ Default: Empty

Path to du. Probably something like /usr/bin/du. If you enter this, pages that display directory contents will run much faster for directories with a lot of files.

Path to aspell
aspellpath ✓ Default: Empty

To use spell-checking within the editor, you **MUST** have **aspell 0.50** or later installed on your server, and you must specify the correct path to access the aspell binary. On Unix/Linux systems, this path is usually **/usr/bin/aspell**, but it might be something else.

Path to dot
pathtodot ✓ Default: Empty

Path to dot. Probably something like /usr/bin/dot. To be able to generate graphics from DOT files, you must have installed the dot executable and point to it here. Note that, for now, this only used by the profiling features (Development->Profiling) built into Moodle.

Session handling

The admin user can set the timeout for the idle users and automatically logged them out.

Session handling

Use database for session information
dbsessions Default: No

If enabled, this setting will use the database to store information about current sessions. Note that changing this setting now will log out all current users (including you). If you are using MySQL please make sure that 'max_allowed_packet' in my.cnf (or my.ini) is at least 4M. Other session drivers can be configured directly in config.php, see config-dist.php for more information. This option disappears if you specify session driver in config.php file.

Timeout
sessiontimeout Default: 2 hours

If people logged in to this site are idle for a long time (without loading pages) then they are automatically logged out (their session is ended). This variable specifies how long this time should be.

HTTP

We can set the proxy server on this page to be connecting with Internet

Web proxy

Fill in following options if your Moodle server can not access internet directly. Internet access is required for download of environment data, language packs, RSS feeds, timezones, etc.
PHP cURL extension is highly recommended.

Proxy host Default: Empty
proxyhost
If this **server** needs to use a proxy computer (eg a firewall) to access the Internet, then provide the proxy hostname here. Otherwise leave it blank.

Proxy port Default: 0
proxyport
If this server needs to use a proxy computer, then provide the proxy port here.

Proxy type Default: HTTP
proxypoint
Type of web proxy (PHP5 and cURL extension required for SOCKS5 support).

Proxy username Default: Empty

(PHP cURL extension)

Maintenance mode

In this page we can leave a message to the users which describe that the server in maintenance mode, and only the user admin can access to the system to make any needed configuration

Maintenance mode

Maintenance mode Default: Disable
maintenance_enabled
For upgrades and other work

Optional maintenance message
maintenance_message

Path: p
Default: Empty

Cleanup

The admin user can set up the cleanup function like delete incomplete user after 7 days.

Cleanup

Delete not fully setup users after Default: 7 days
deleteunconfirmed
If you are using email authentication, this is the period within which a response will be accepted from users. After this period, old unconfirmed accounts are deleted.

Delete incomplete users after Default: Never
deleteincompleteusers
After this period, old not fully setup accounts are deleted.

Disable grade history Default: No
disablegradehistory
Disable history tracking of changes in grades related tables. This may speed up the server a little and conserve space in database.

Grade history lifetime Default: Never delete history
gradehistorylifetime
This specifies the length of time you want to keep history of changes in grade related tables. It is recommended to keep it as long as possible. If you experience performance problems or have limited database space, try to set lower value.

Environment

In this server link we recheck all needed packages which Moodle need

Environment

Check how your server suits current and future installation requirements

Moodle version

Server checks

Name	Information	Report	Status
moodle		Version 2.2 is required and you are running 2.7.1+ (Build: 20140821)	OK
unicode		must be installed and enabled	OK
database	mysql (5.5.38-0ubuntu0.12.04.1)	Version 5.5.31 is required and you are running 5.5.38.0.0.12.04.1	OK
php		Version 5.4.4 is required and you are running 5.5.15.4.1	OK
pcreunicode		should be installed and enabled for best results	OK
php_extension	iconv	must be installed and enabled	OK
php_extension	mbstring	should be installed and enabled for best results	OK

Scheduled tasks

In this server link you can manage a task to done automatically

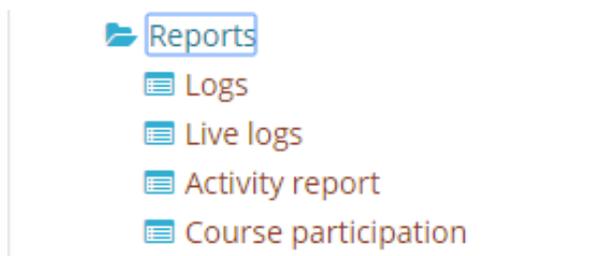
Name	Component	Edit	Last run	run	Minute	Hour	Day	week	Month	delay	Default
Legacy log table cleanup <small>\logstore_legacy\task\cleanup_task</small>	Legacy log		Saturday, 23 August 2014, 9:57 PM	ASAP	*	5	*	*	*	0	Yes
Log table cleanup <small>\logstore_standard\task\cleanup_task</small>	Standard log		Saturday, 23 August 2014, 9:57 PM	ASAP	*	4	*	*	*	0	Yes

Moodle reports

Default report.

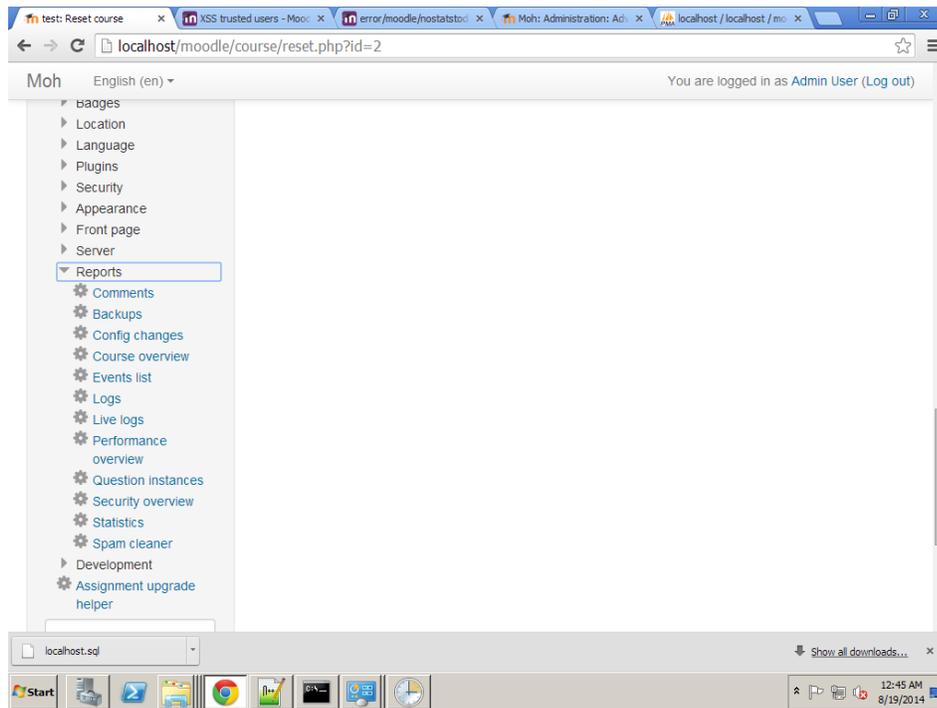
Course reports

You can access this report from Course Administration > Report



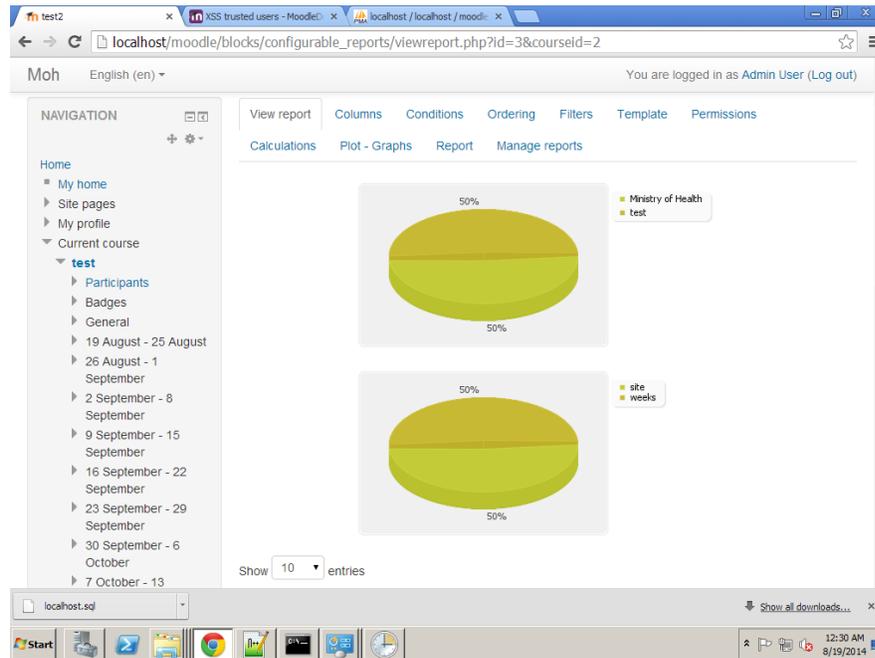
Site-wide reports

You can access this reports from Site Administration> Reports



Add Moodle custom reports builder.

In this block you can create custom reports without SQL knowledge.



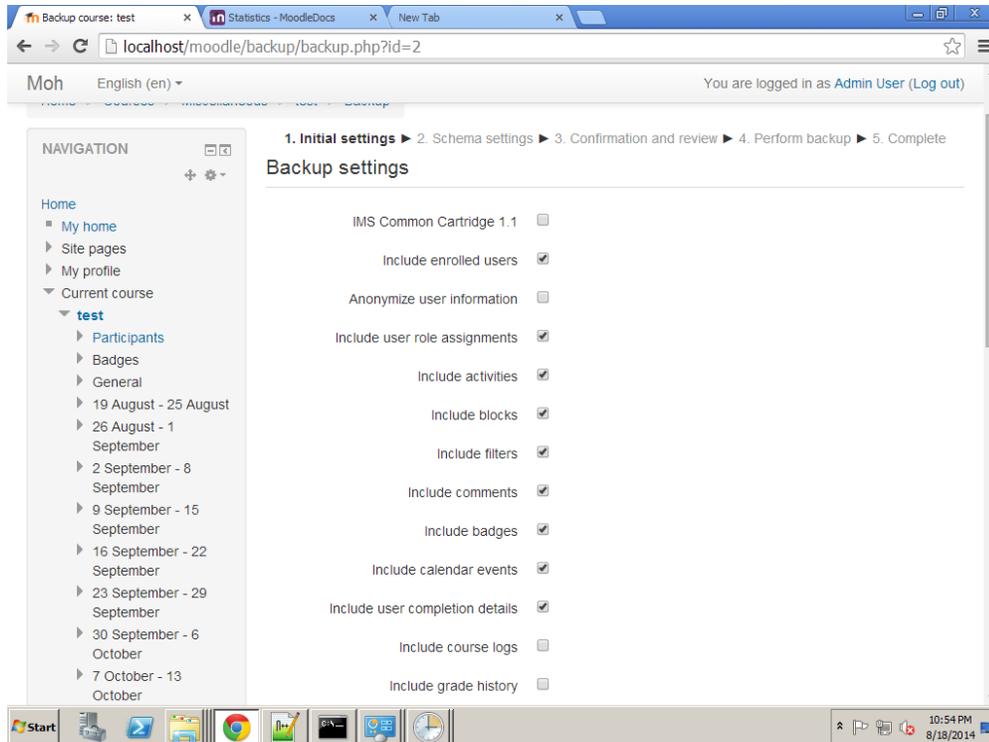
Moodle backup and restore

Course backup

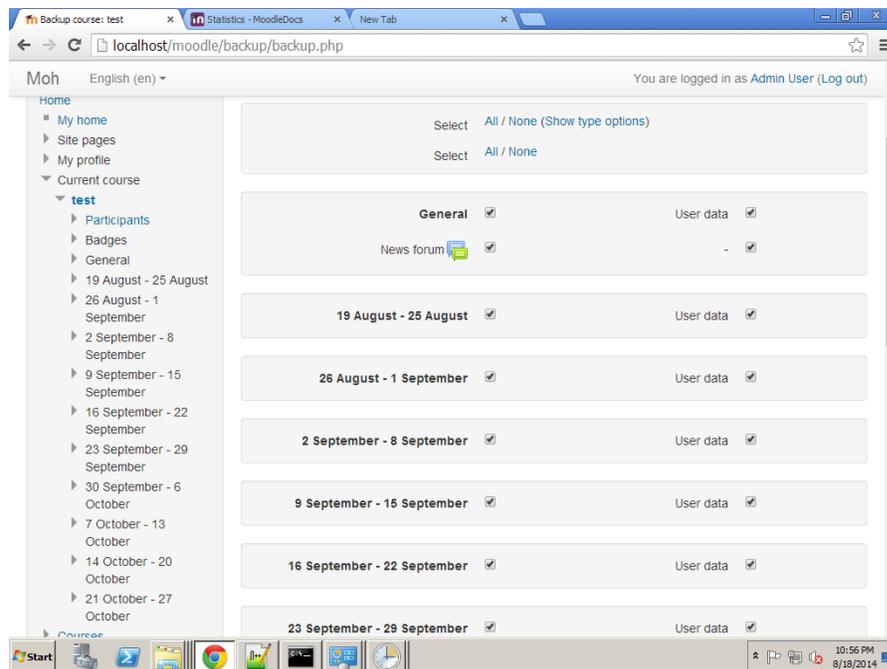
Course backup

To backup a course

- Go to Administration > Course administration > Backup
- Initial settings - Select activities, blocks, filters and other items as required then click the Next button. Users with appropriate permissions, such as administrators and managers, can choose whether to include users, anonymize user information, or include user role assignments, user files, comments, user completion details, course logs and grade history in the backup.



- Schema settings - Select/deselect specific items to include in backup, then click the Next button.



- If desired, select specific types of activity to be backed up by clicking the link 'Show type options'
- Confirmation and review - Check that everything is as required, using the Previous button if necessary, otherwise click the 'Perform backup' button
- Complete - Click the Continue button

Automated backup setup.

A site administrator can configure a schedule for automated course backups in Settings > Site administration > Courses > Backups > Automated backup setup.

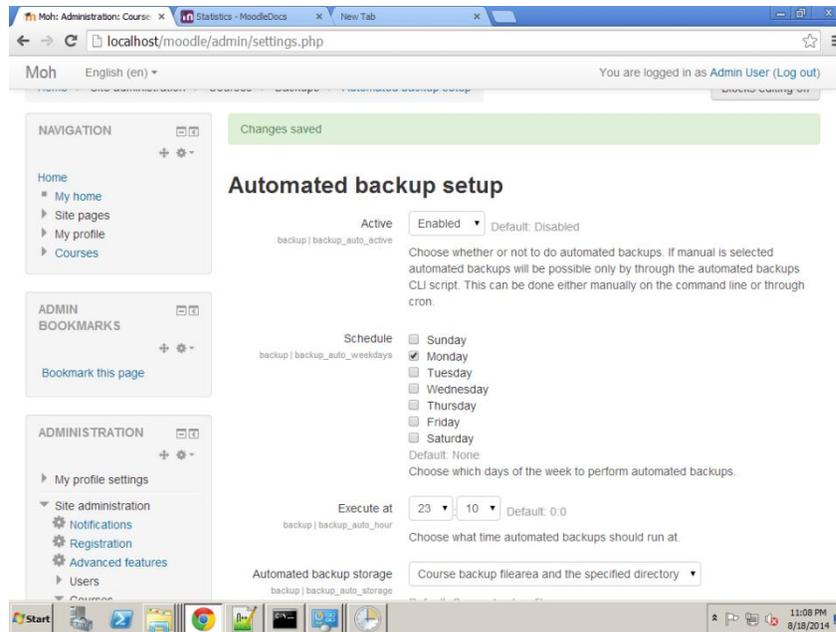
Automated course backups runs the same functions as individual course backups. It's a good idea to schedule backups for when your server isn't usually busy. Running the backup tool over all the courses can be processor-intensive, so you shouldn't run it when there are a lot of students trying to access the server. You should always alert users with an announcement on the first page that if they log on during the backup hours they may notice a decrease in performance.

Setting an automated course backup schedule

To set the backup schedule:

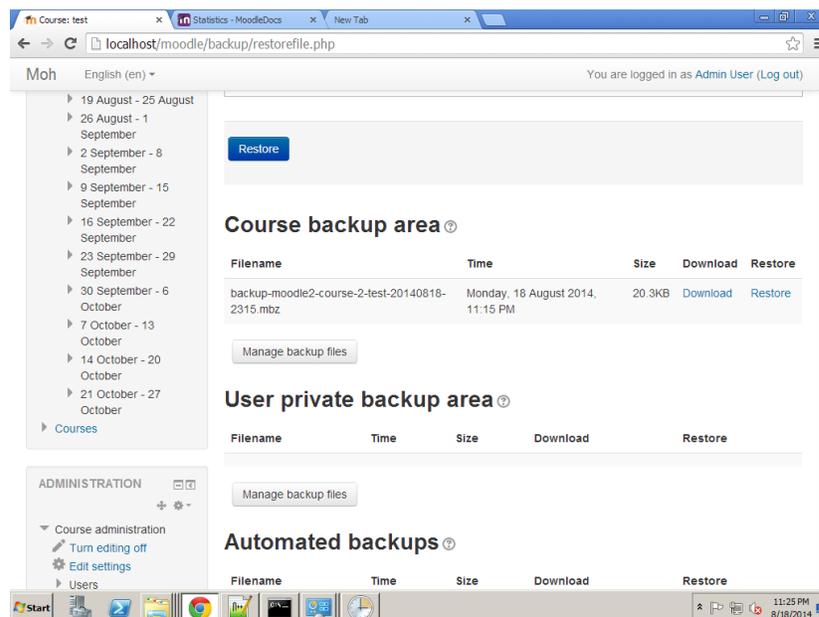
- Go to Settings > Site administration > > Courses > Backups > Automated backup setup.
- Set backup_auto_active to enabled.
- Select the days of the week to run the backup.
- Set the execution time for the backup process. For most servers, early morning will be the best time. Keep in mind the time zone your server is using.
- Set the "Save to..." path. If you can, choose a backup path on another machine or on a different drive than the one Moodle is on. You don't want to lose your backups at the same time you lose your Moodle site if the drive fails. If you leave the field blank, then backup zip files will be saved in the backup folder of each course files folder.
- Choose whether to skip the backup of hidden courses or courses which have not been modified within a specified number of days, or not modified since the last backup .
- Click the "Save changes" button.

Once you've set up your backup schedule, Moodle will automatically create archives of all the courses on the server at the time you specified. Once the backup is complete, Moodle will send you an email describing the status of the backup.



Restore course

A course backup file (.mbz) may be restored from within any existing course for which you have permission. During the restore process, you will be given the option to restore as a new course or into an existing course.



Site backup

Needs to be backed-up.

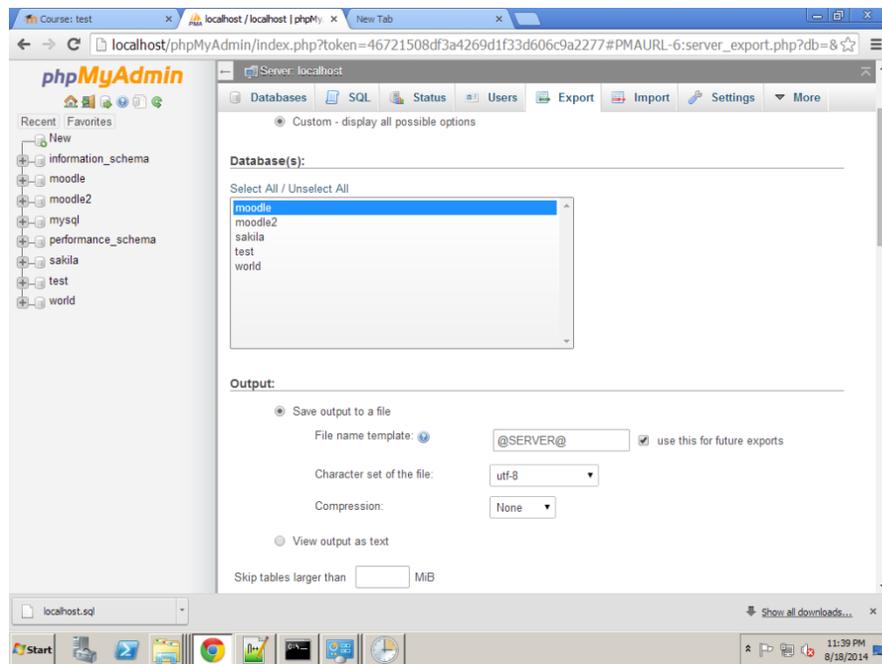
A Moodle system comprises three parts:

- The data stored in the database (For example, a MySQL database)
- The uploaded files (For example, site and course files uploaded via Moodle located in moodledata)
- The Moodle code (For example, everything in server/htdocs/moodle)

Creating a backup of your Moodle site.

Create database backup using command line

- Go to MySQL path (e.g. "c:\Program Files\MySQL\MySQL Server 5.5\bin").
 - Run mysqldump -u username -p moodle > c:\db\moodle.sql
 - Enter user password
- You need to create database backup with phpMyAdmin
 - Login to phpMyAdmin with root user
 - Go to Export tab
 - Select Custom - display all possible options form export method
 - Select Moodle database
 - Make sure that a database backup uses the correct character encoding UTF-8.
 - Scroll down and click Go



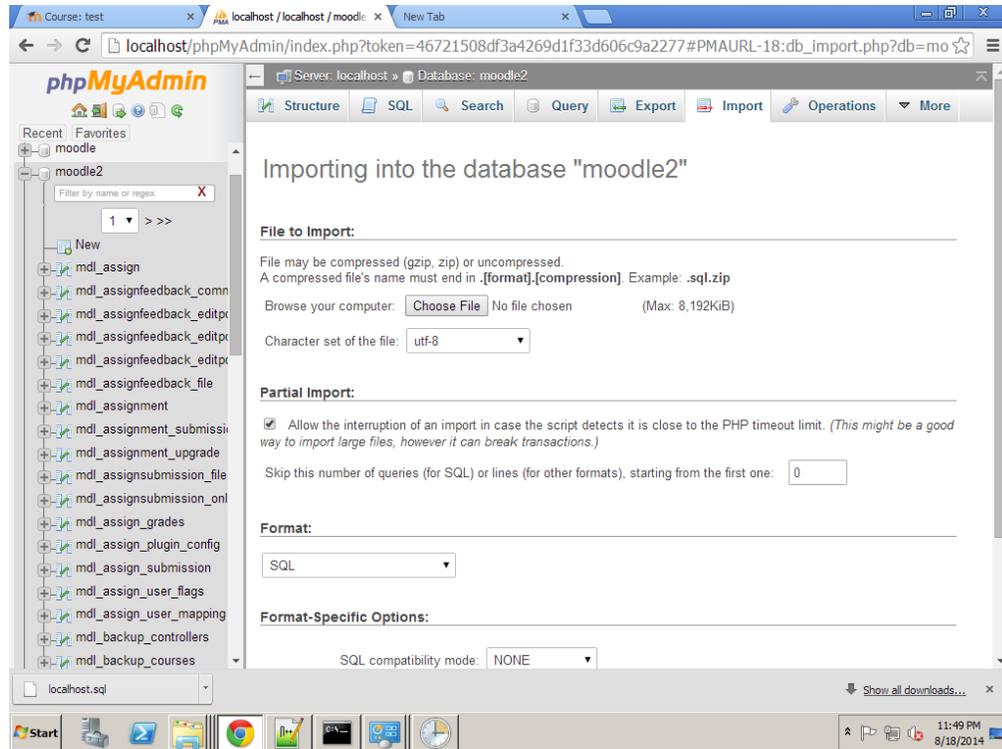
- Also you need to zip moodledata directory and Moodle code.
- Move all these files to another machine.

Site restore.

Restore database backup using command line

- Go to MySQL path (e.g. "c:\Program Files\MySQL\MySQL Server 5.5\bin").
 - Run mysql -u username -p moodle_new_database < c:\db\moodle.sql
 - Enter user password
- Restoring a backup of a MySQL database with phpMyAdmin
 - Create new database

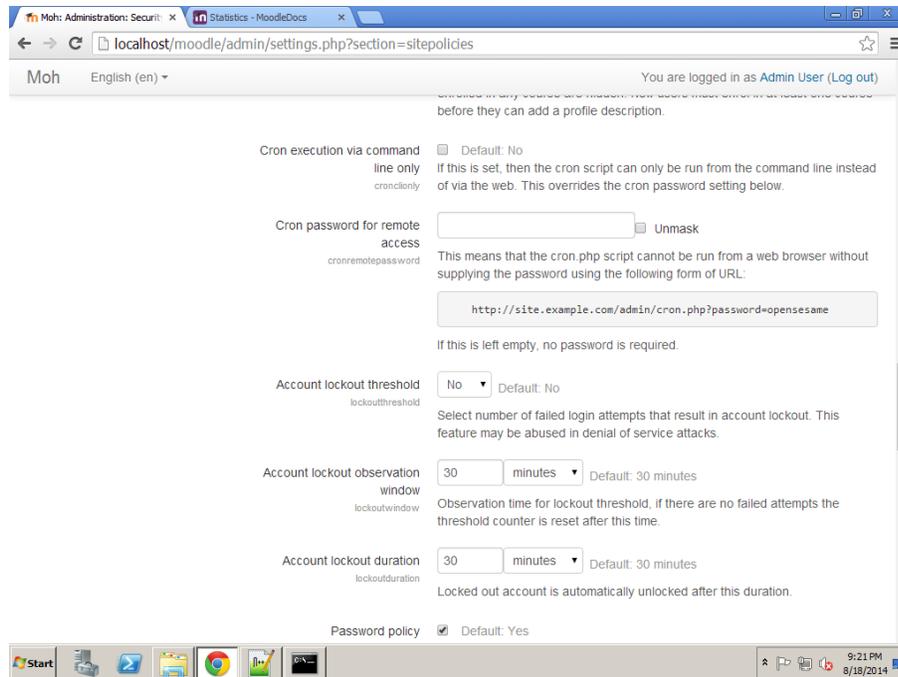
- Select the new database
- Click the import tab
- Browse to your backup of the database.
- Click Go



- Unzip moodledata directory, move it the right place and make sure that apache have a read/write permission.
- Unzip Moodle code, move it inside webserver directory (e.g. htdocs).

Using Moodle Cron

Moodle has two settings where the site administrator can have some control of how the Moodle cron process is triggered. This is done from the Site Policies link.



Cron from Command Line Interface only

The cron cli only setting will stop the browser URL Moodle cron process trigger. For example, the site administrator or others running `http://demo.moodle.net/admin/cron.php` from their web browser.

Cron password

The cron process can be protected by a password with the `cronremotepassword` setting.

Cron with Windows OS

There are two different ways for creating a Moodle Cron process trigger on Windows operating systems.

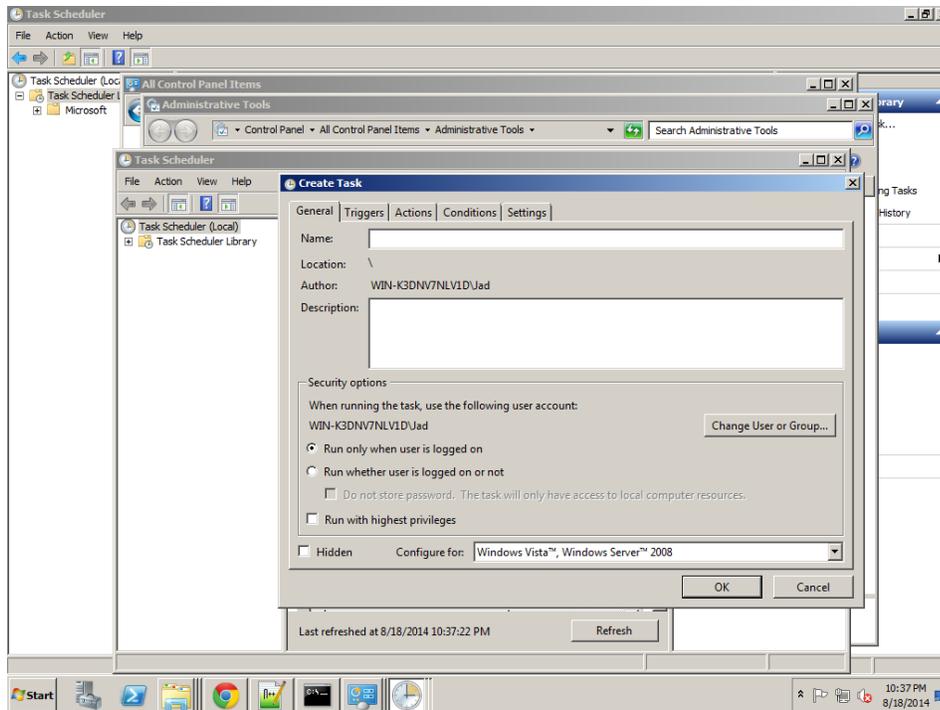
Moodle cron package

Use the Moodle Cron package. The simplest way is to use this little package `MoodleCron-Setup.exe`, which makes this whole thing very easy by installing a small Windows service.

php scheduled task

Choose either the `php.exe/php-win.exe` (command line binary)

The `php.exe` or `php-win.exe` binary (for PHP version 5 or later) is installed in your php folder (e.g. `c:\php`) will give you better performance when running the cron script.

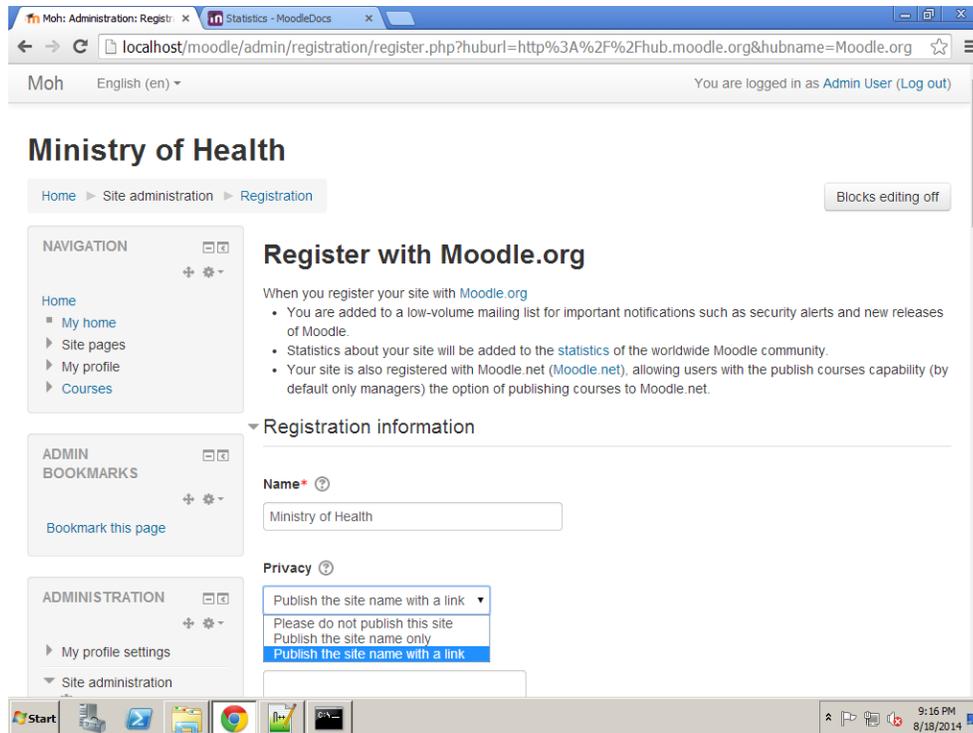


`c:\php\php-win.exe -f C:\Apache24\htdocs\moodle\admin\cli\cron.php`

Logging cron output

`c:\php\php.exe -f C:\Apache24\htdocs\moodle\admin\cli\cron.php > C:\Apache24\htdocs\moodle\admin\cron.log`

Register with Moodle.org



An administrator can register their site with moodle.org. To register your site:

- Go to Administration > Site Administration > Registration
- Click the 'Register with moodle.org now' button
- Review the registration information, amending as necessary
- Click the 'Update registration on moodle.org' button at the bottom of the page

When you register your site with Moodle.org

- You are added to a low-volume mailing list for important notifications such as security alerts and new releases of Moodle
- Statistics about your site will be added to the statistics of the worldwide Moodle community <http://moodle.org/stats/>
- Your site is also registered with [Moodle.net](http://moodle.net), allowing users with the publish courses capability (by default only managers) the option of publishing courses to Moodle.net

* If you wish, you can choose for your site to be listed in <http://moodle.org/sites/>