

Login to IBS Moodle using a browser

- Login to see the various resources such as courses, grades, announcements and more.

Roles

- All authorized users.

Pre-condition

1. You must have secured a valid username and password from ICT Department.
2. You must login first to IBS computer at IBS premises. For new IBS staff consult ICT. For students, consult a DL officer to perform this.
3. A browser installed in the user's computer.

General Notes

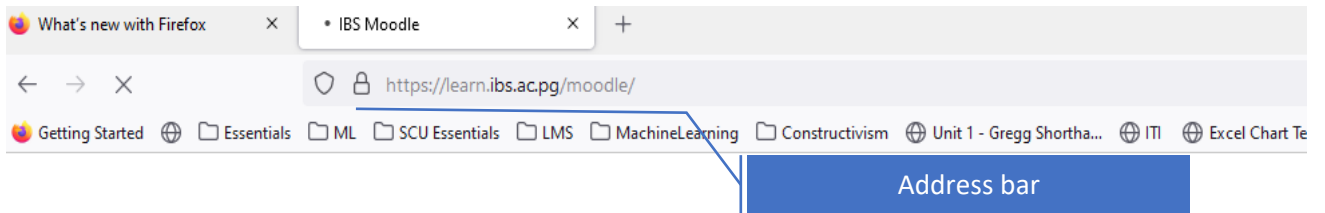
1. The username convention is firstname.lastname eg. For example John Doe, his username is john.doe@students.ibs.ac.pg if he is a student. John.doe@ibs.ac.pg if he is a staff.
2. Default password must be changed. For online students, consult a DL officer regarding this.

Procedure

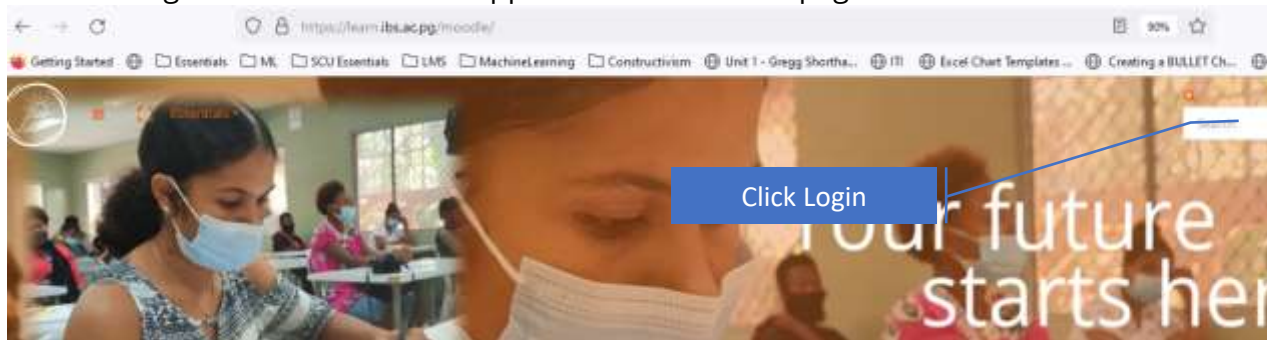
1. Open internet browser
 - a. Find the browser icon in your computer.
 - b. Double click the browser icon or right click then select Open.



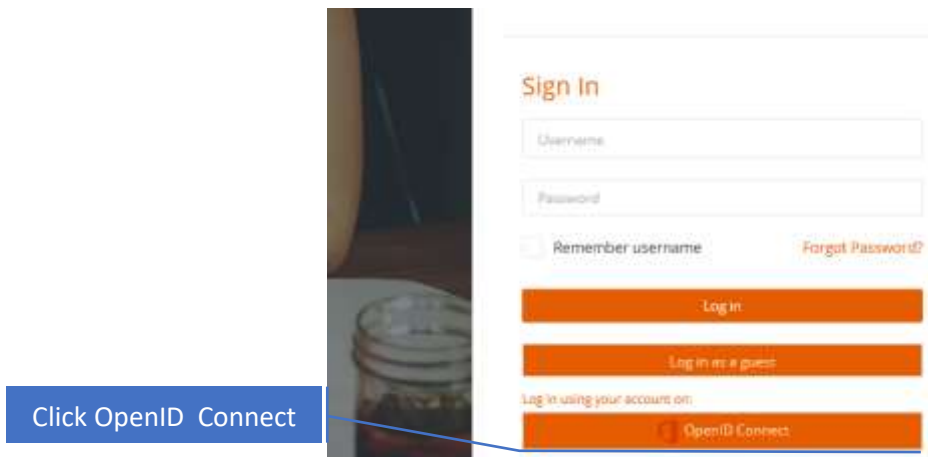
2. Enter IBS Moodle address.
 - a. In the address bar type <https://learn.ibs.ac.pg>, then press enter.



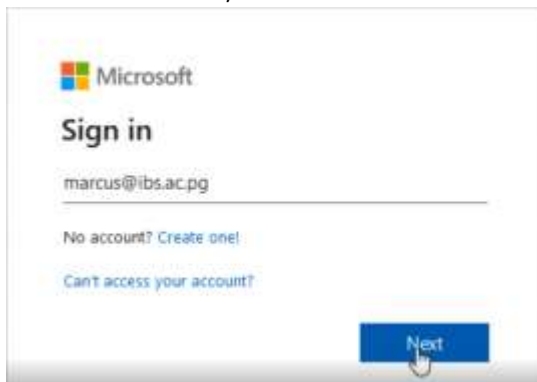
3. Login to IBS Moodle
 - a. Click the Login link located on the upper left corner of the page.



- b. Click the OpenID Connect button, then the Microsoft Login page appears.



c. Enter username, then click Next



The image shows a Microsoft sign-in page. At the top left is the Microsoft logo. Below it, the text "Sign in" is displayed. A text input field contains the email address "marcus@ibs.ac.pg". Below the input field, there are two links: "No account? Create one!" and "Can't access your account?". At the bottom right, there is a blue button labeled "Next" with a mouse cursor hovering over it.

d. Enter password, then click Sign in.

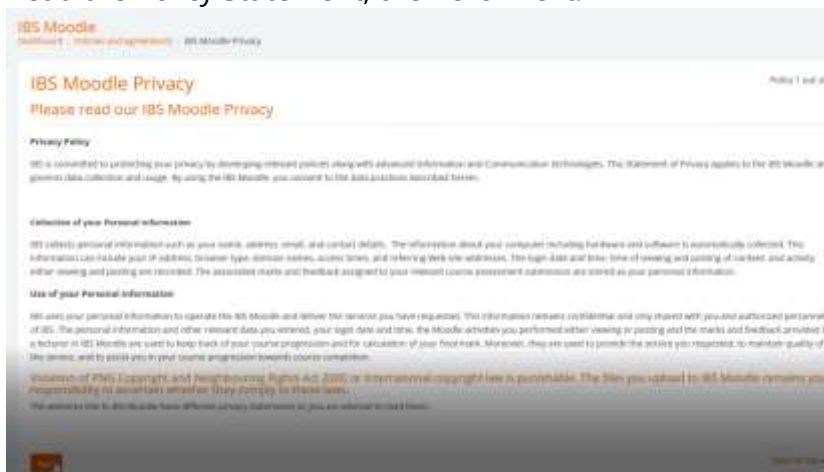


The image shows a Microsoft "Enter password" screen. At the top left is the Microsoft logo. Below it, the text "Enter password" is displayed. A text input field contains a series of dots representing a password. Below the input field, there is a link "Forgot my password?". At the bottom right, there is a blue button labeled "Sign in" with a mouse cursor hovering over it.

e. Respond on other choices based on your preference.

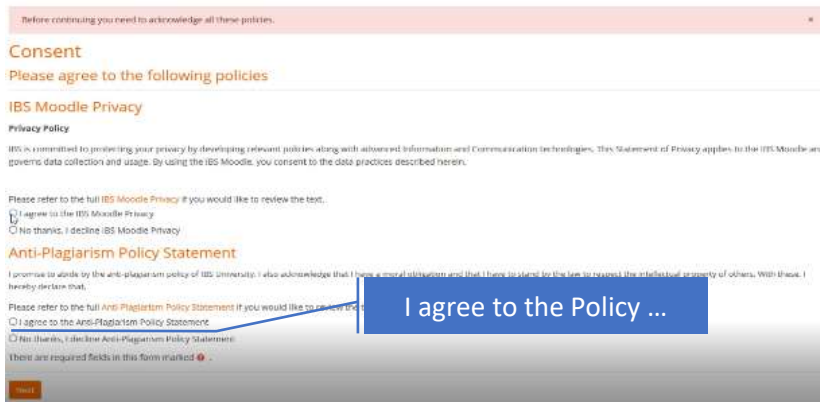
4. Accepting Moodle Terms of Use (This appears only when there is a new policy.)

a. Read the Policy Statement, then click next.



The image shows a Moodle privacy policy page. At the top left, it says "IBS Moodle" and "Moodle 1.11.0 - Introduction and agreements - IBS Moodle Privacy". Below this, the heading "IBS Moodle Privacy" is followed by the sub-heading "Please read our IBS Moodle Privacy". The page contains several sections of text, including "Privacy Policy", "Collection of your Personal Information", and "Use of your Personal Information". At the bottom, there is a section titled "Violation of PMS Copyright and Neighboring Rights Act 2000 or Intellectual Property Law is punishable. The User you submit to IBS Moodle assumes your responsibility to ascertain whether they comply to these laws." and a footer with the text "The website is run by IBS Moodle from 09:00am to 05:00pm on days when we are not closed for business."

b. Tick I agree to the Policy Statement, then click next.



Before continuing you need to acknowledge all these policies.

Consent

Please agree to the following policies

IBS Moodle Privacy

Privacy Policy

IBS is committed to protecting your privacy by developing relevant policies along with advanced Information and Communication technologies. This Statement of Privacy applies to the IBS Moodle and governs data collection and usage. By using the IBS Moodle, you consent to the data practices described herein.

Please refer to the full [IBS Moodle Privacy](#) if you would like to review the text.

I agree to the IBS Moodle Privacy
 No thanks, I decline IBS Moodle Privacy

Anti-Plagiarism Policy Statement

I promise to abide by the anti-plagiarism policy of IBS University. I also acknowledge that I have a moral obligation and that I have a right to the law to protect the intellectual property of others. With these, I hereby declare that:

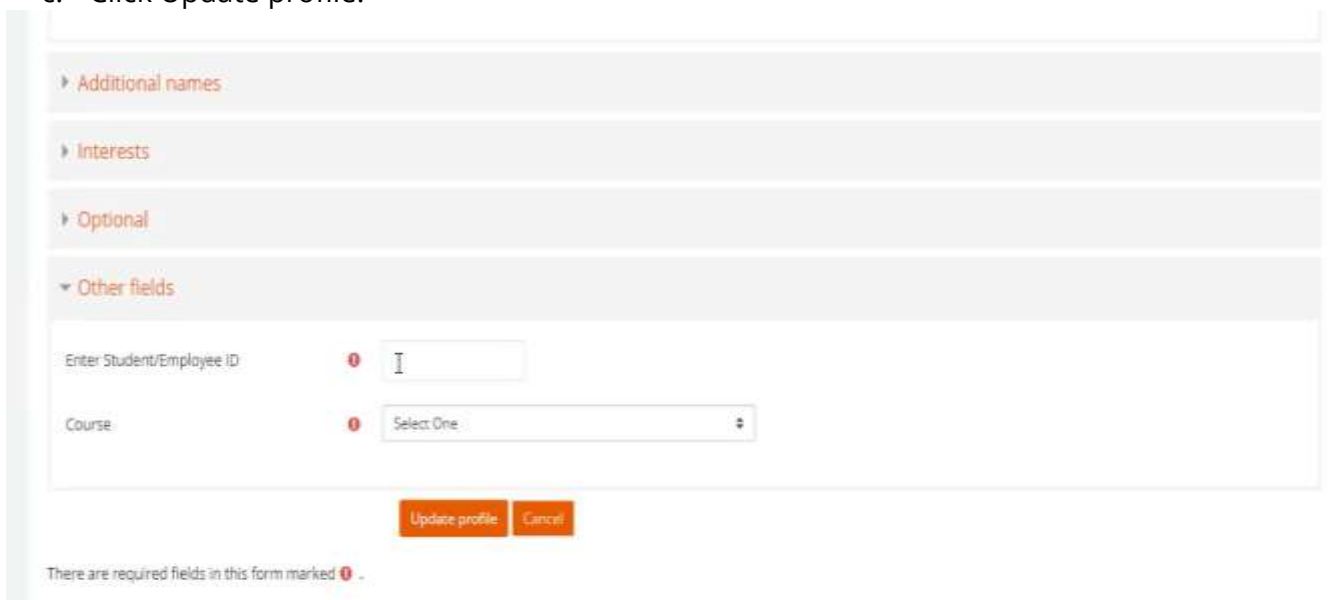
Please refer to the full [Anti-Plagiarism Policy Statement](#) if you would like to review the text.

I agree to the Anti-Plagiarism Policy Statement
 No thanks, I decline Anti-Plagiarism Policy Statement

There are required fields in this form marked *

I agree to the Policy ...

5. Updating Profile (This appears only when there is a new required information you need to provide.)
 - a. In the Profile page, **scroll** to the bottom of the page.
 - b. Enter the required information.
 - c. Click Update profile.



Additional names

Interests

Optional

Other fields

Enter Student/Employee ID

Course

There are required fields in this form marked *

Outcome

You're in your IBS Moodle Dashboard

