

# Tutorial Penggunaan SCeLE MTI Baru



<http://scele-ng.cs.ui.ac.id/mti/>

IT Fasilkom

# Tentang SCeLE

**SCeLE merupakan singkatan dari Student Centered e-Learning Environment adalah media pembelajaran online yang ada di Fasilkom UI. SCeLE diperuntukan kepada Mahasiswa dan Dosen Fasilkom UI. SCeLE memberikan banyak kemudahan bagi para mahasiswa dan dosen dalam proses pembelajaran.**

# Spesifikasi New SCell

1

**Moodle Version 2.9.1**

2

**PHP 5.6.9, Apache 2.4.10, postgresql 9.4**

3

**Operating Sistem: Linux Debian 8**

4

**Link : [scele-ng.cs.ui.ac.id/mti](http://scele-ng.cs.ui.ac.id/mti)**

# Outline

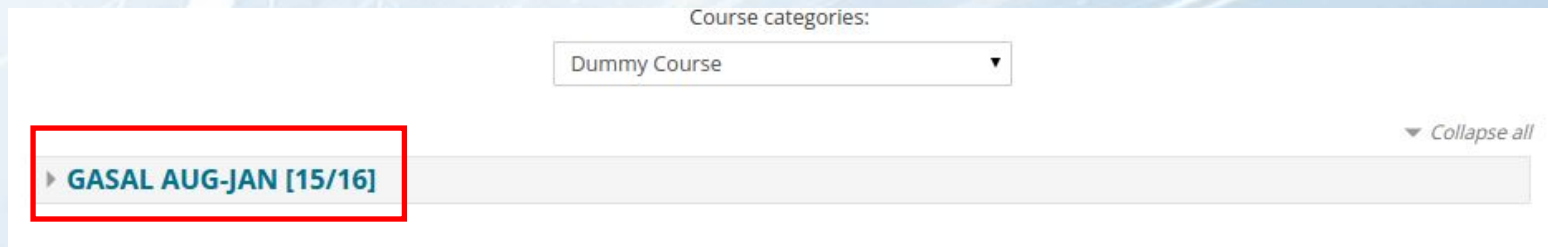
- 🚌 Mendaftar ke course
- 🚌 Membuat thread pada forum
- 🚌 Merespon forum dalam course
- 🚌 Mengumpulkan tugas / assignment
- 🚌 Mengunduh berkas materi kuliah
- 🚌 Mengirim pesan ke pengguna lain
- 🚌 Fungsi Kalender
- 🚌 Ubah Profile

# 1. Mendaftar ke course

## 1. Pilih category course



## 2. Pilih sub category course







# 1. Mendaftar ke course

## 3. Pilih nama course yang dituju


Course categories:  
Dummy Course / GASAL AUG-JAN [15/16] ▼

 **Aljabar Linear**  
Dosen: dosen fasilkom

 **Jaringan Komputer dan Komunikasi Data (A, B, C) - Gasal 2014/2015**  
Dosen: dosen fasilkom

4. Pada halaman course, jika anda belum terdaftar, klik tombol **enrol me**. Masukkan Enrollment key jika diminta

## Enrolment options

 **Aljabar Linear**  
Dosen: dosen fasilkom

▼ Self enrolment (Mahasiswa)

Enrolment key  ☐ Unmask

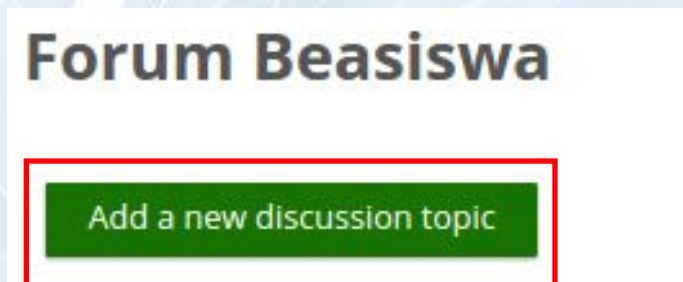
**Enrol me**

## 2. Membuat Thread pada Forum

1. Pilih forum yang dituju



2. Pilih **Add a new discussion topic**



## 2. Membuat Thread pada Forum








### 3. Isikan data pada form kemudian klik **Post to forum**

#### Forum Beasiswa

▼ Your new discussion topic

Subject\*


Message\* 

Paragraph ▼ B I       


Path: p

Discussion subscription ⓘ ☒

Attachment ⓘ Maximum size for new files: 500KB, maximum attachments: 9



Files



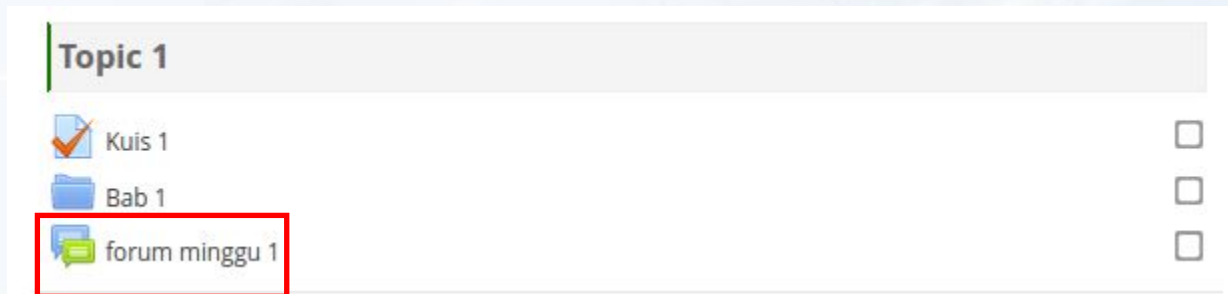
You can drag and drop files here to add them.

**Post to forum** Cancel



## 3. Merespon Forum didalam Course

1. Masuk ke course yang dituju
2. Pilih forum yang dituju



3. Masuk ke topic forum

### forum minggu 1

Add a new discussion topic

Discussion

Tugas Alin

Started by



dosen fasilkom

Replies

0

Last post

dosen fasilkom



Sun, 23 Aug 2015, 1:59 PM


### 3. Merespon Forum didalam Course

4. Klik Reply

**forum minggu 1**

Tugas Alin Subscribed

Display replies in nested form ▼

 **Tugas Alin**  
by dosen fasikom - Sunday, 23 August 2015, 1:59 PM









Tugas alin dikumpulkan pada tanggal 20 September

**Reply**


5. Isikan form kemudian pilih **Post to forum**


▼ Your reply



Subject\* Re: Tugas Alin


Message\*  Paragraph **B** *I*       

Path: p

Discussion subscription  ☒

Attachment  Maximum size for new files: 500KB, maximum attachments: 9

  Files



You can drag and drop files here to add them.

**Post to forum** Cancel

# 4. Mengumpulkan Tugas / Assignment

## 1. Masuk ke course yang dituju

Course categories:

Dummy Course / GASAL AUG-JAN [15/16] ▼

 **Aljabar Linear**  
Dosen: dosen fasilkom

 **Jaringan Komputer dan Komunikasi Data (A, B, C) - Gasal 2014/2015**  
Dosen: dosen fasilkom

## 2. Pilih assignment yang dituju

 **Clock**  
Server: Sun 15:58:43

 **Navigation**

 News forum

 **Tugas 1**

 Tugas 2

 Tugas 3

Your progress ?  
☐  
☐  
☐

## 3. Klik **Add submission** Tugas 3

### Submission status

Submission status	No attempt
Grading status	Not graded
Due date	Sunday, 30 August 2015, 12:00 AM
Time remaining	5 days 9 hours
Last modified	Sunday, 23 August 2015, 8:36 AM
Submission comments	► <a href="#">Comments (0)</a>

**Add submission**

## 4. Mengumpulkan Tugas / Assignment

4. Klik **Choose file** kemudian pilih file yang akan diunggah
5. Klik **Upload this file**

File picker

Recent files

Upload a file

URL downloader

Private files

Wikimedia

Attachment **4** Choose File No file chosen

Save as

Author mahasiswa fasilkom

Choose license All rights reserved

**5** Upload this file

6. Atau, untuk menambahkan file dapat dilakukan dengan cara drag & drop

File submissions

Maximum size for new files: 1MB, maximum attachments: 1

Files

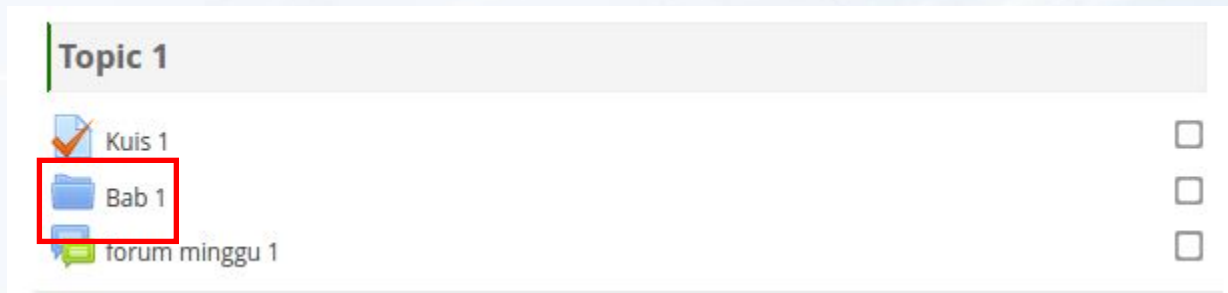
You can drag and drop files here to add them.

**Save changes** Cancel

7. Klik **Save Changes**

## 5. Mengunduh Berkas Materi Kuliah

1. Masuk ke course yang dituju
2. Pilih nama file / folder



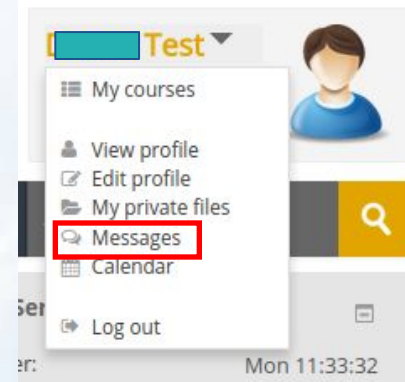
3. Klik File yang ingin diunduh, maka secara langsung file tersebut terunduh melalui browser





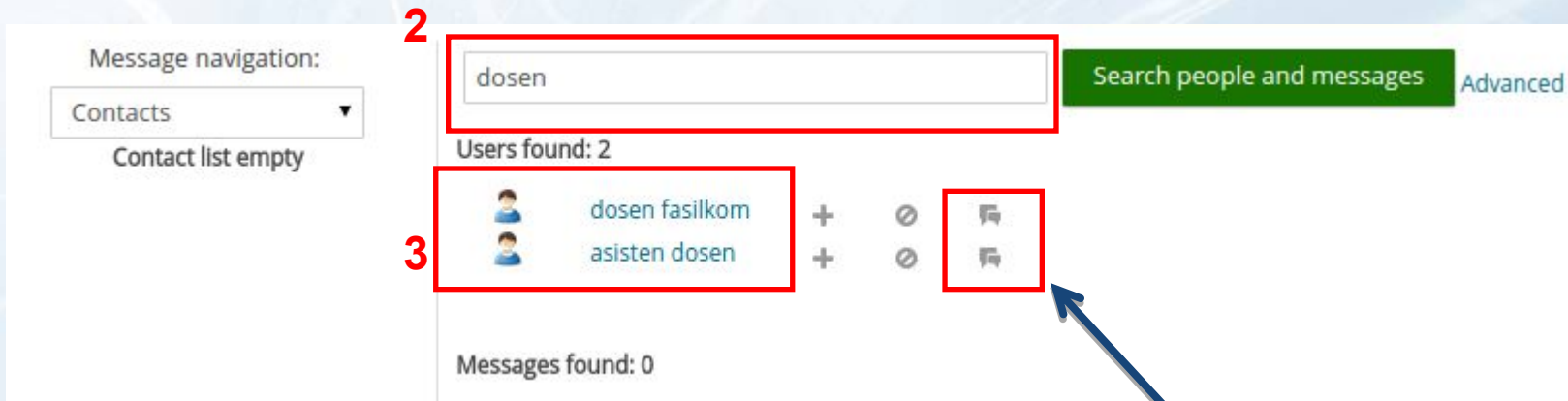
## 6. Mengirimkan Pesan ke Pengguna Lain

1. Klik username, kemudian klik **messages**



2. Ketikkan nama user pada field search, kemudian klik **Search people and messages**

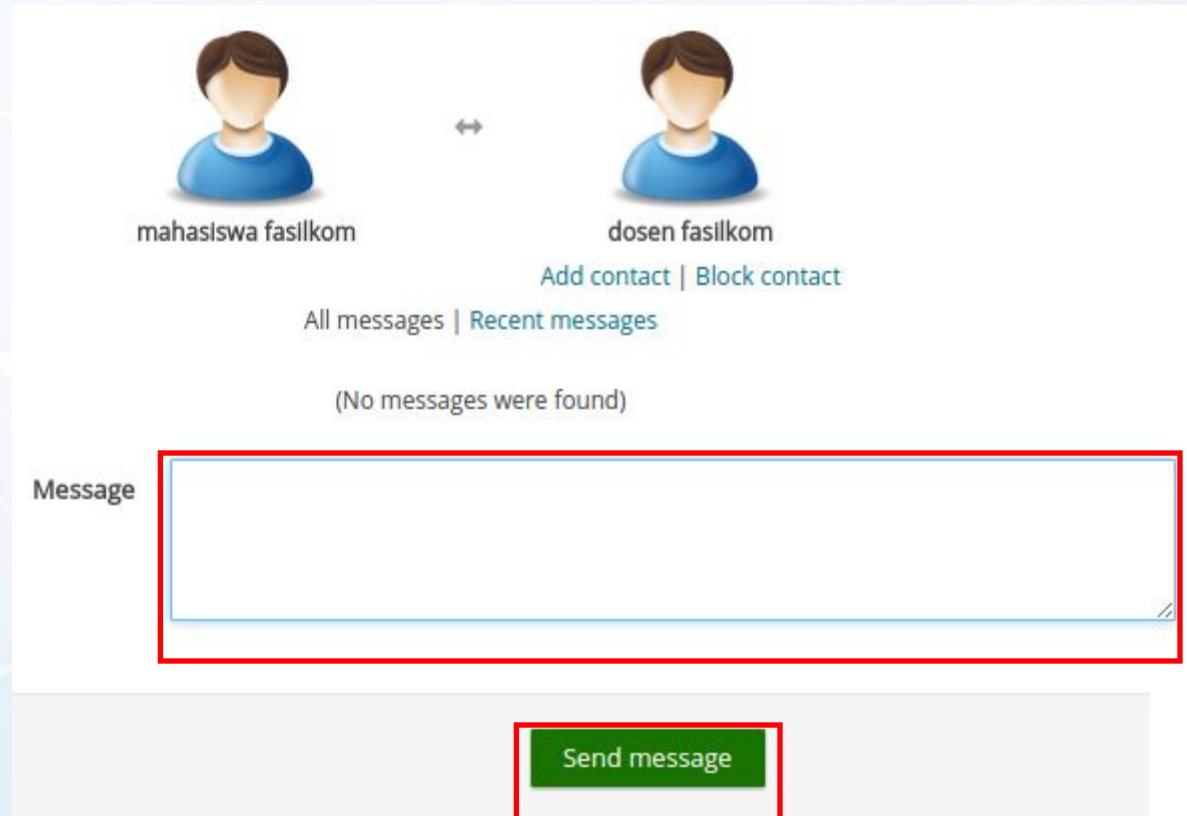
3. Muncul nama user, kemudian klik icon **messages**



Icon Messages

## 6. Mengirimkan Pesan ke Pengguna Lain

### 4. Isikan pesan, klik **Send message**



The screenshot displays a messaging application interface. At the top, two user avatars are shown: 'mahasiswa fasilkom' on the left and 'dosen fasilkom' on the right, connected by a double-headed arrow. Below the avatars, there are links for 'Add contact' and 'Block contact'. Further down, there are links for 'All messages' and 'Recent messages'. A status message '(No messages were found)' is displayed. Below this, a large text input field is labeled 'Message'. At the bottom, a green button labeled 'Send message' is visible. Red rectangular boxes highlight the 'Message' input field and the 'Send message' button.

mahasiswa fasilkom ↔ dosen fasilkom

[Add contact](#) | [Block contact](#)

[All messages](#) | [Recent messages](#)

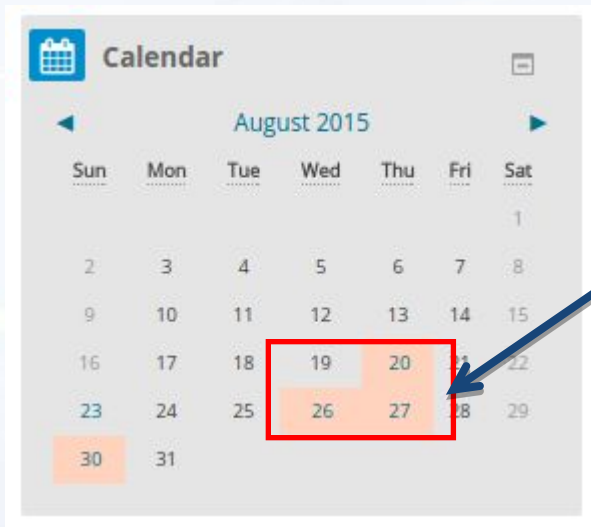
(No messages were found)

Message

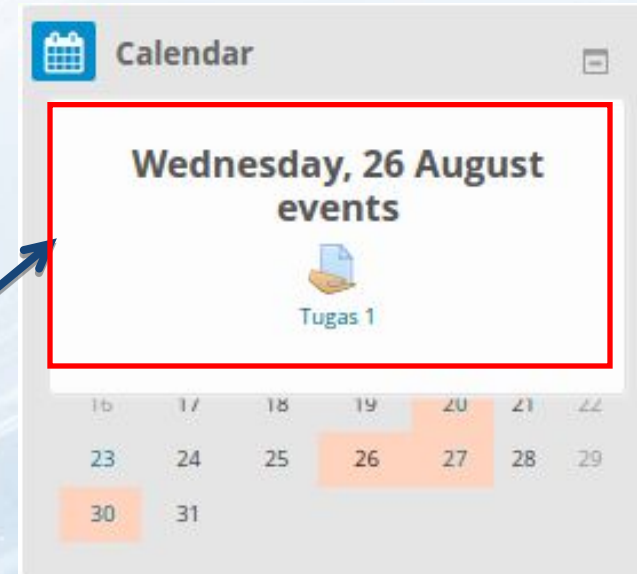
Send message

## 7. Fungsi Kalender

1. Kalender berfungsi memantau batas waktu pengumpulan tugas, kuis, dan aktivitas lainnya



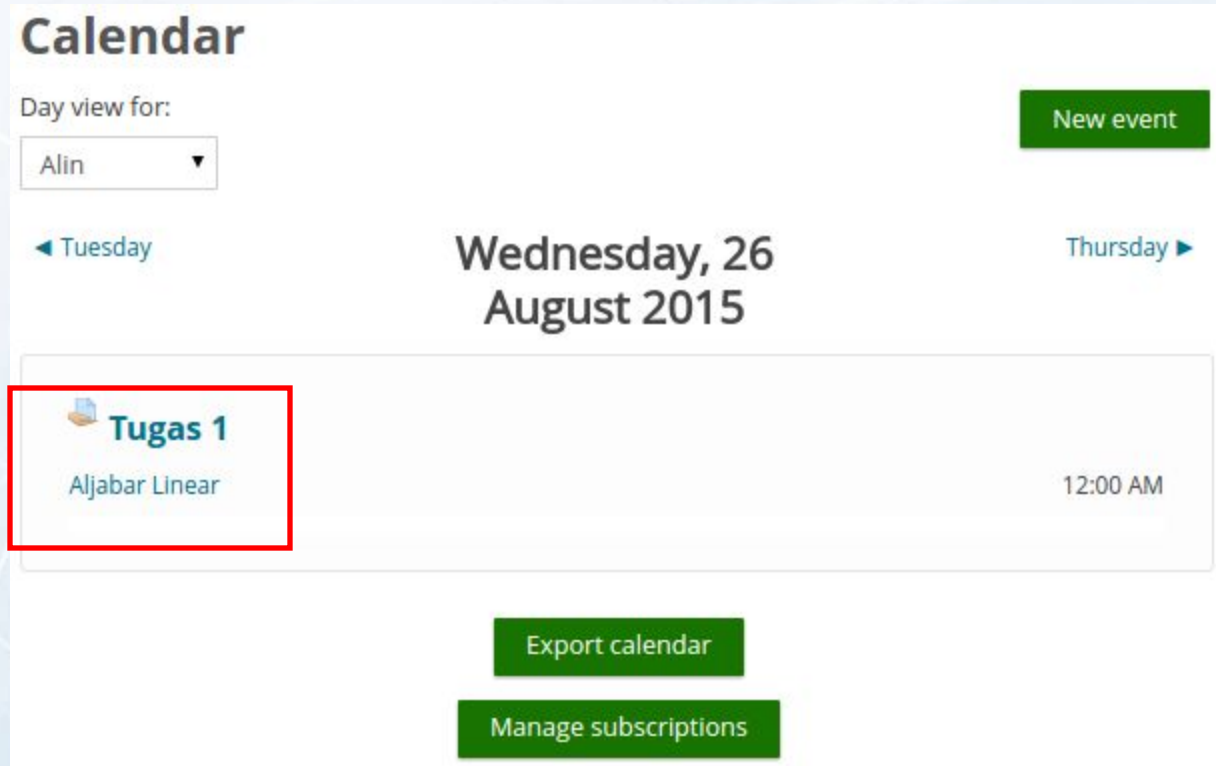
**Batas waktu / event**



2. Ketika pointer diletakan diatas highlight, maka muncul popup deskripsi kegiatan Tersebut
3. Klik untuk masuk ke aktivitas / event secara langsung

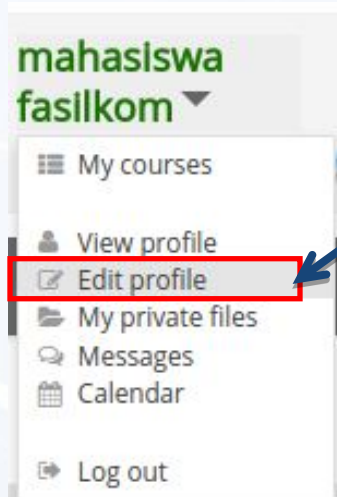
## 7. Fungsi Kalender

4. Untuk masuk kedalam aktivitas. Klik nama aktivitas yang dituju



## 8. Edit Profil

1. Klik nama user kemudian pilih **Edit profile**



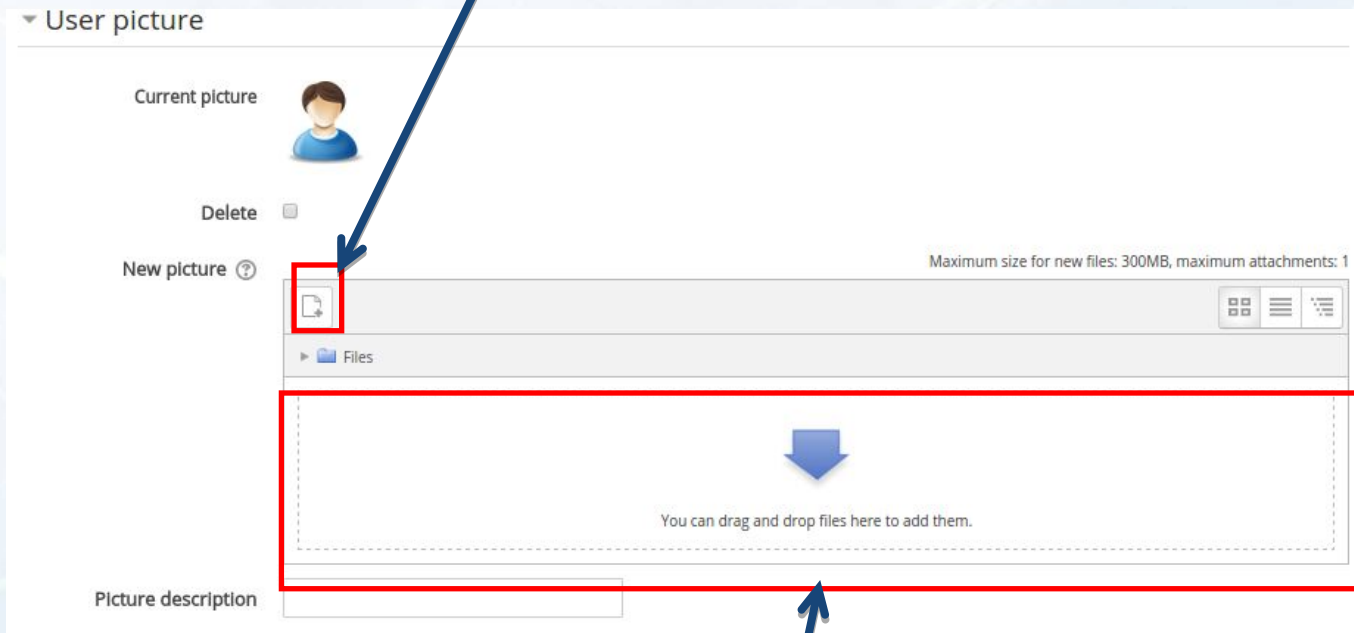
2. Lakukan pengisian pada form yang tersedia. Untuk First name, surname, Email address adalah field yang wajib diisi (yang ber-Tanda bintang \*)

A screenshot of the 'General' profile editing form. The form contains several input fields: 'First name\*' with the value 'mahasiswa', 'Surname\*' with the value 'fasilkom', and 'Email address\*' with the value 'mahasiswa@gmail.com'. These three fields are grouped together and enclosed in a red rectangular box. A blue arrow points from the text 'Email address' in the instruction above to this box. Below these fields are 'Email display' (a dropdown menu set to 'Allow only other course members to see my email address'), 'City/town' (a text box with 'Jakarta'), 'Select a country' (a dropdown menu set to 'Indonesia'), and 'Timezone' (a dropdown menu set to 'Server timezone (Asia/Jakarta)'). At the bottom is a 'Description' section with a rich text editor toolbar and a large text area. The path 'Path: p' is visible at the very bottom.



## 8. Edit Profil

3. Untuk melakukan perubahan profil picture, klik icon **add**, klik **Choose file**, pilih gambar yang diinginkan klik **Upload this file**




Atau dapat dilakukan dengan cara drag & drop pada field New picture


## 8. Edit Profil





4. Jika sudah klik button **Update profile** pada bagian bawah halaman

▼ User picture


Current picture 

Delete ☐

New picture  Maximum size for new files: 300MB, maximum attachments: 1



► Files



You can drag and drop files here to add them.

Picture description

► Additional names

► Interests

► Optional

**Update profile**

## FAQ New SCeLE

Informasi lebih lanjut tentang penggunaan Scele,  
lihat

**[http://scele-ng.cs.ui.ac.id/mti/faq\\_scele/](http://scele-ng.cs.ui.ac.id/mti/faq_scele/)**

**atau hubungi [itf@cs.ui.ac.id](mailto:itf@cs.ui.ac.id)**



# Terima Kasih