



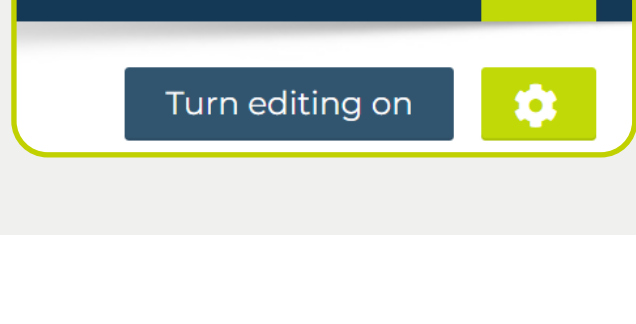
## MOODLE TIP FOR THE WEEK

### THE HTML BLOCK

The HTML Block is a standard block used to **add text, multimedia and widgets** to a course page.

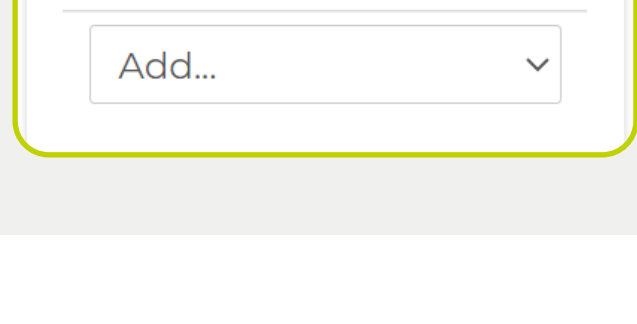
1

To access the HTML Block turn on editing on the course page.



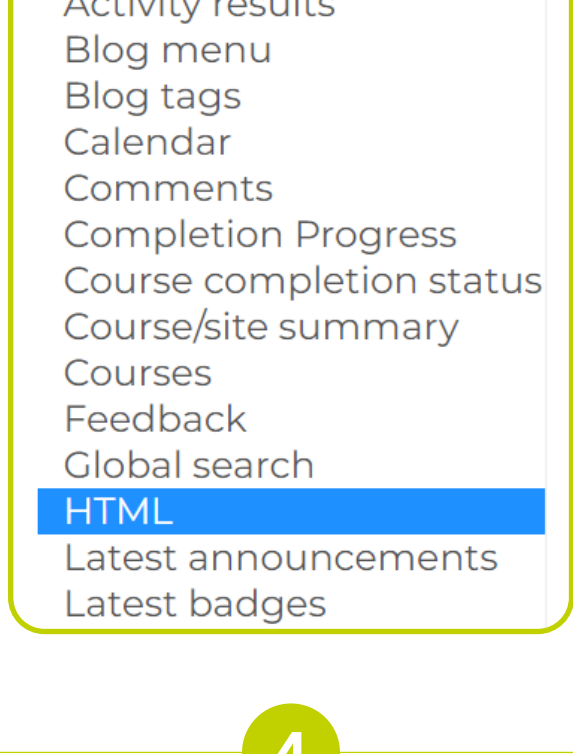
2

The **"Add a block"** option will now be available.



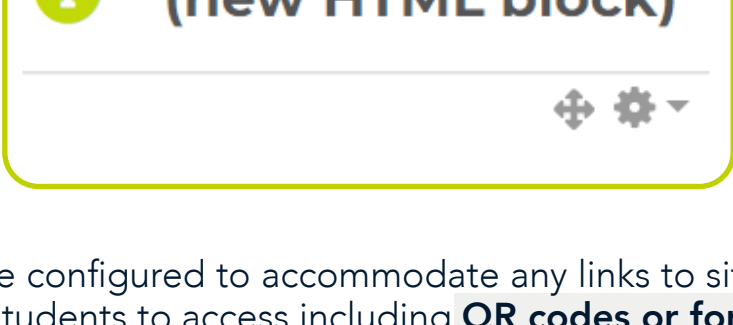
3

There are a number of options to choose from that can be accessed by clicking on the **"Add.."** drop down list. Select **"HTML"** from the list.



4

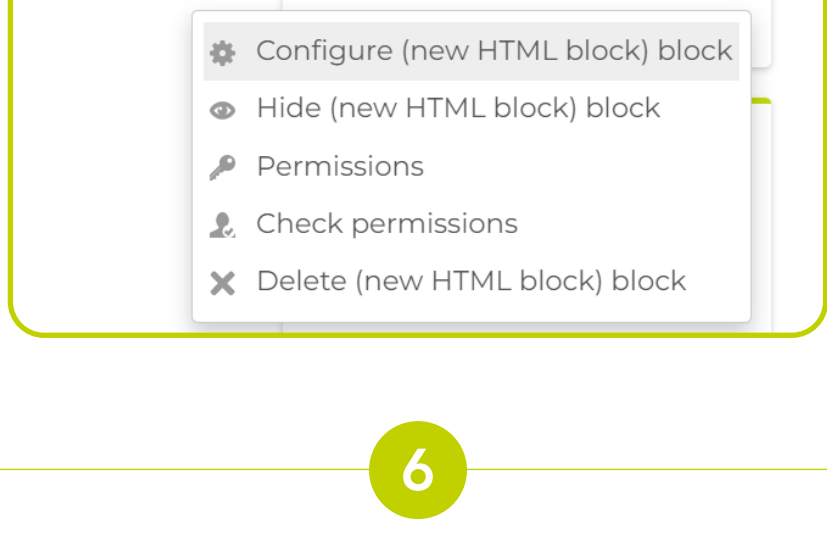
Once the HTML option has been selected a new block will appear at the bottom of the page.



This block can be configured to accommodate any links to sites or emails you would like your students to access including **QR codes or forms**.

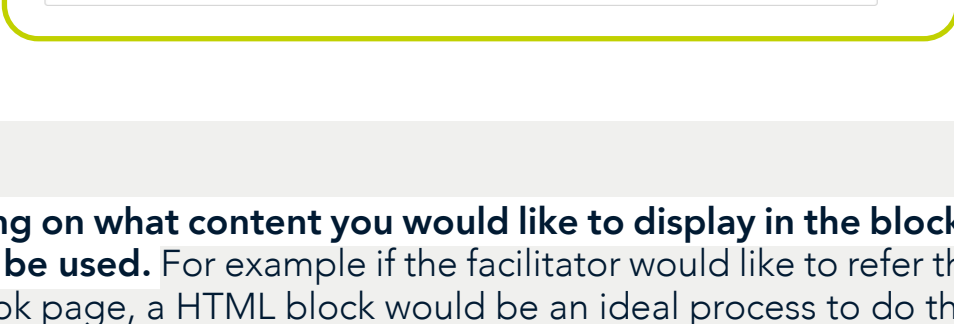
5

To configure the HTML block click on the cog wheel or the drop down list. Select **"Configure (new HTML block) block"**.



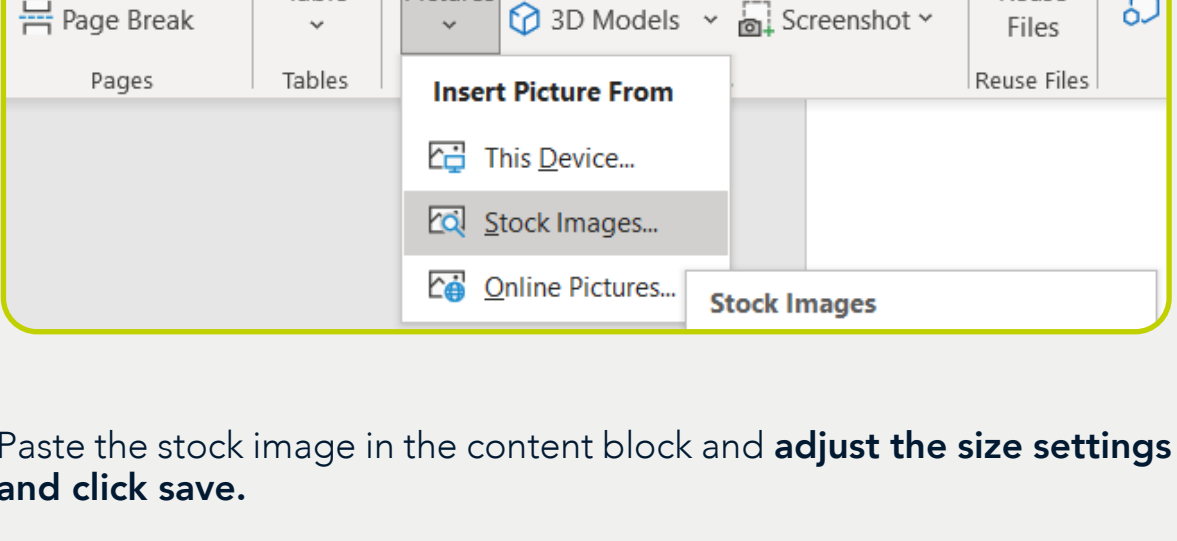
6

The block can be **renamed** under the HTML block title.

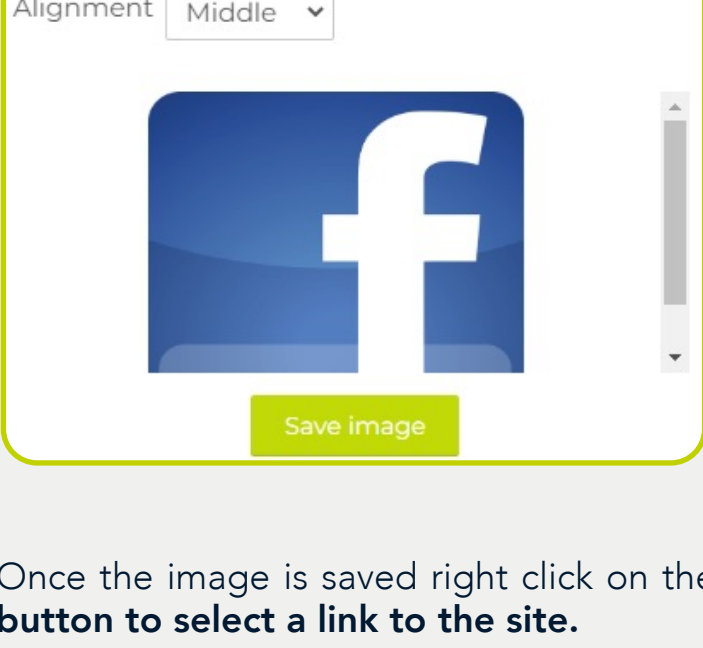


**Depending on what content you would like to display in the block different tools can be used.** For example if the facilitator would like to refer the users to a Facebook page, a HTML block would be an ideal process to do this.

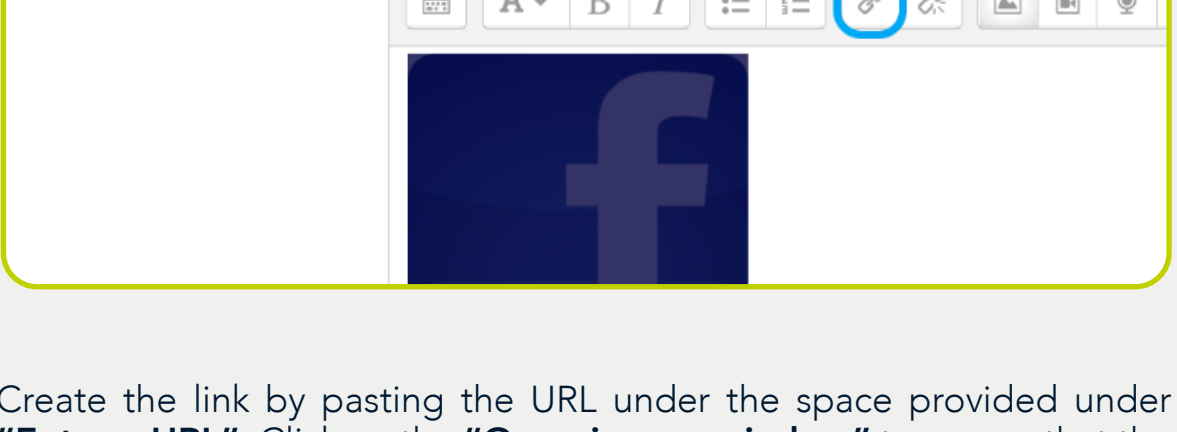
**1 Search for a Facebook logo from the image.** A good idea would be to use a Stock image.



**2 Paste the stock image in the content block and adjust the size settings and click save.**

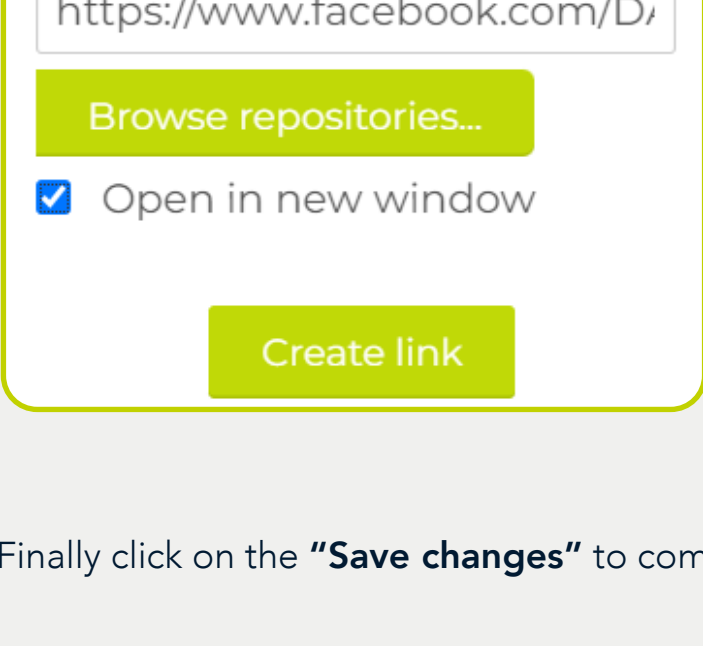


**3 Once the image is saved right click on the image and select the link button to select a link to the site.**

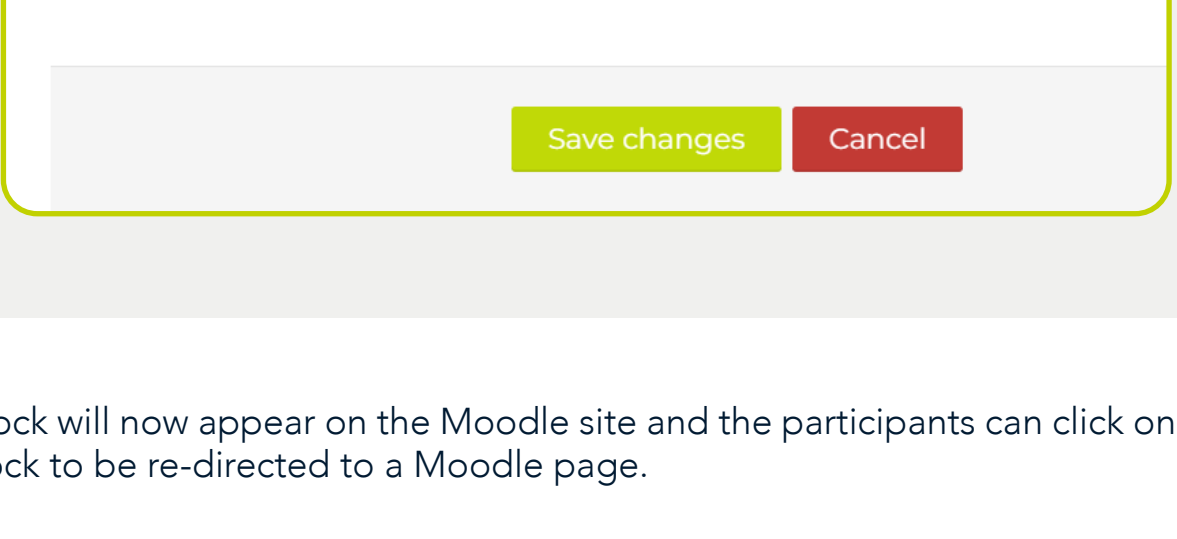


**4 Create the link by pasting the URL under the space provided under "Enter a URL". Click on the "Open in new window" to ensure that the links opens on a new page and do not re-direct the participants away from the Moodle page.**

Finally click on the **"Create link"** to complete this process



**5 Finally click on the "Save changes" to complete this process.**



The block will now appear on the Moodle site and the participants can click on the block to be re-directed to a Moodle page.

