



MURANG'A UNIVERSITY OF TECHNOLOGY

ICT DIRECTORATE

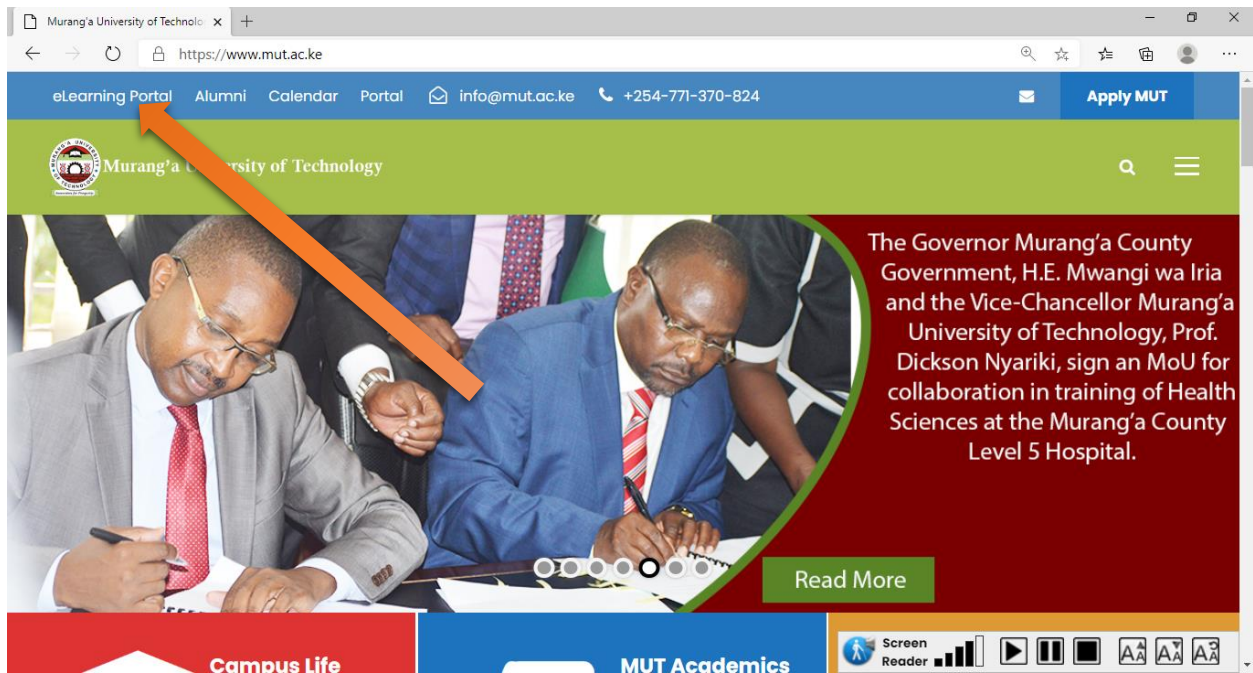
STUDENTS' MANUAL FOR ACCESSING THE ELEARNING PORTAL



MUT IS ISO 9001:2015 CERTIFIED

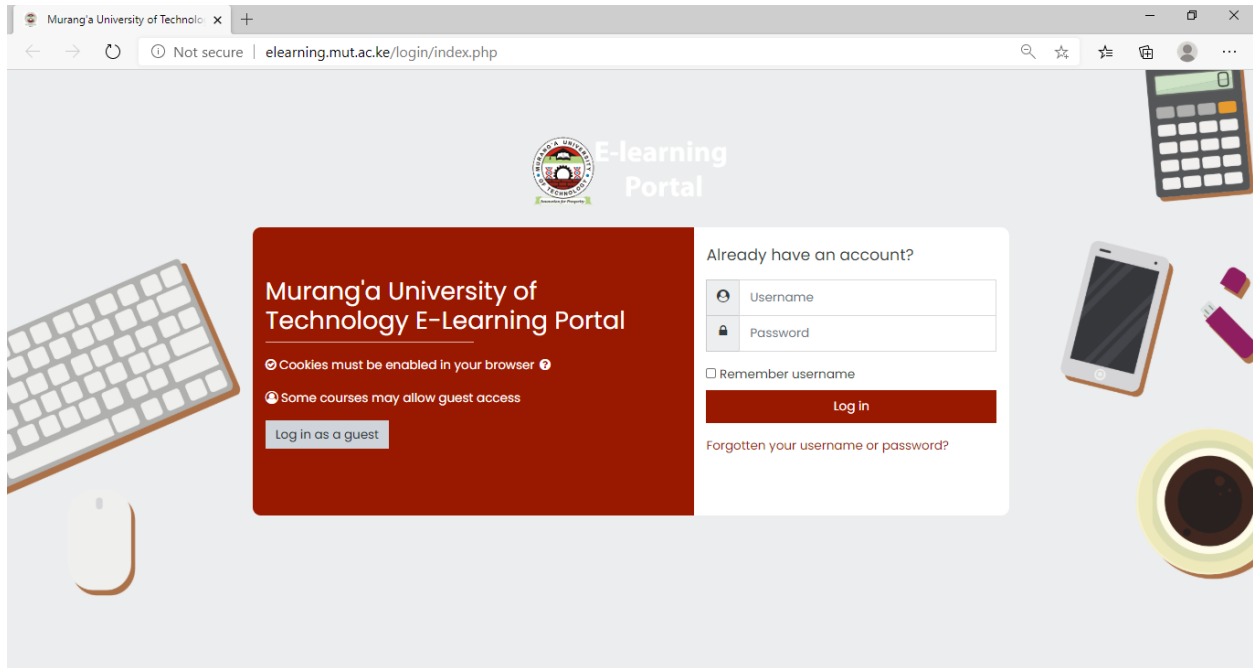
INTRODUCTION

Moodle is the virtual learning environment used in Murang'a University of Technology. Moodle is used with a web browser. The recommended browser is Mozilla Firefox, used in all operating systems (Windows, Linux, Mac). There are known problems caused by other browser applications, i.e. the inability to upload files. The e-learning portal can be accessed by clicking on the e-learning Portal link found on the homepage of the university website (<https://www.mut.ac.ke/>) as captured in the figure below:



After clicking the E-learning portal link, the eLearning page appears as below:

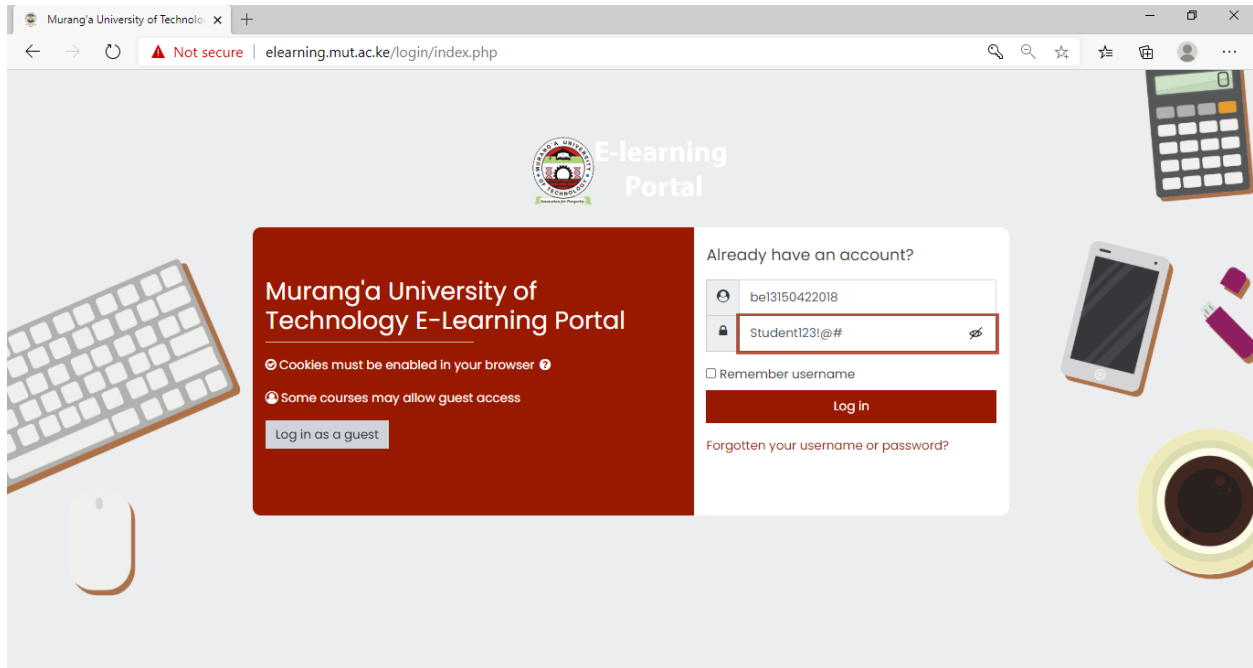




Logging in to eLearning Portal

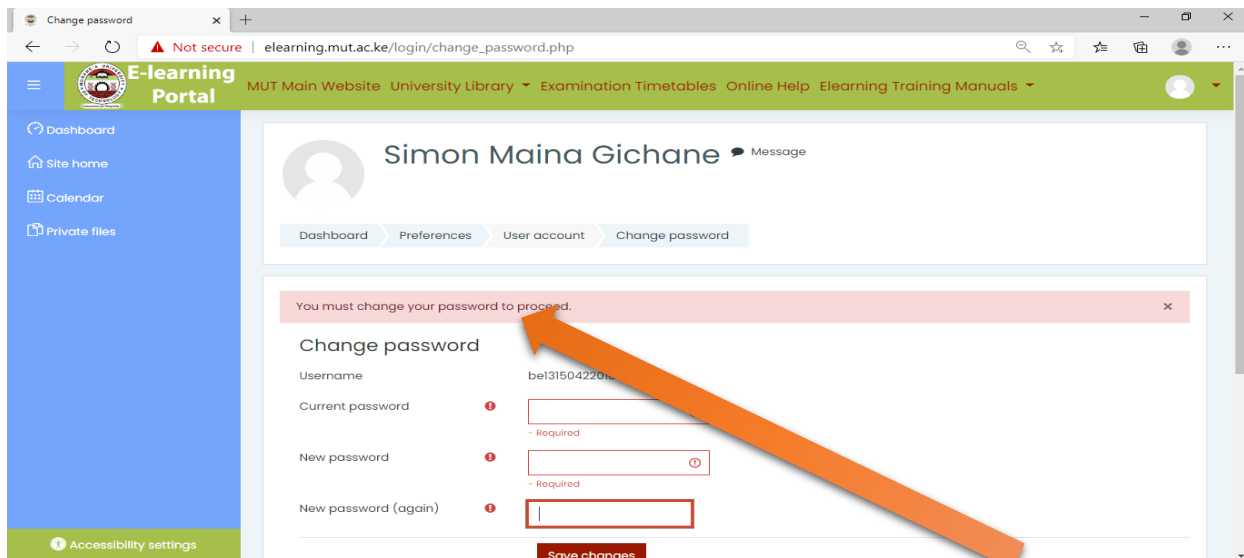
Use your MUT registration number in the format **(be13150422016)** and password **(Student123!@#)** which is a temporary password for first login and needs to be changed on first login. Any challenges in this process are handled by the IT Helpdesk through our online support platform <http://helpdesk.mut.ac.ke>

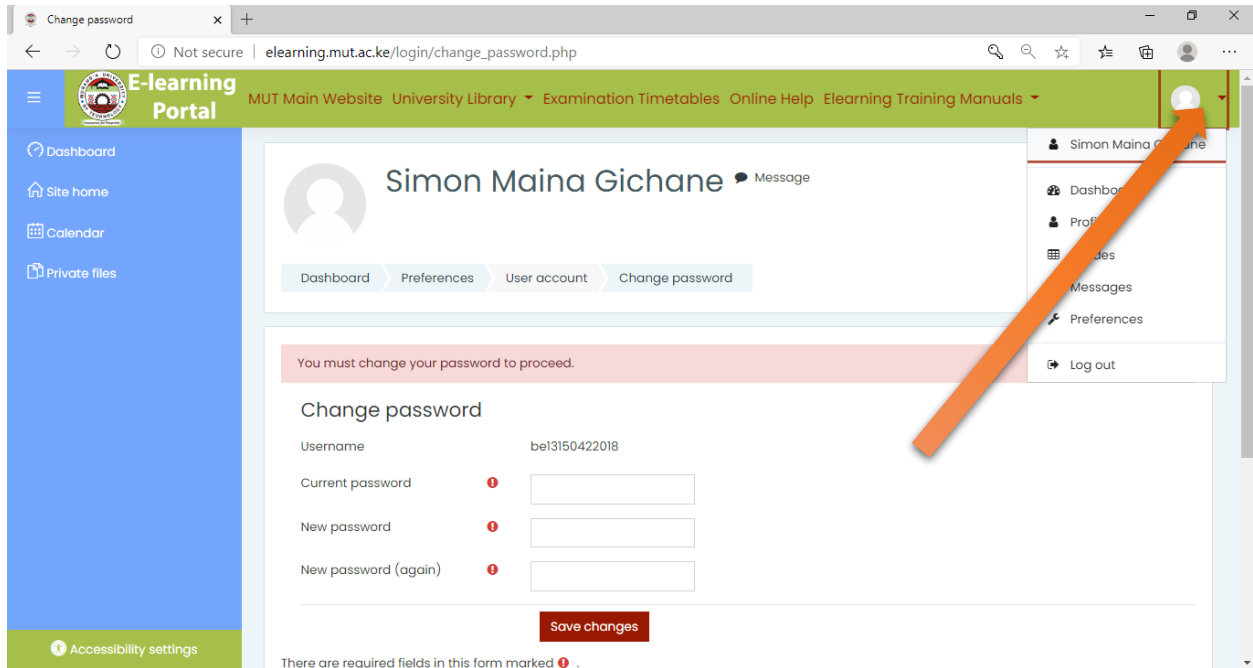




Profile Settings

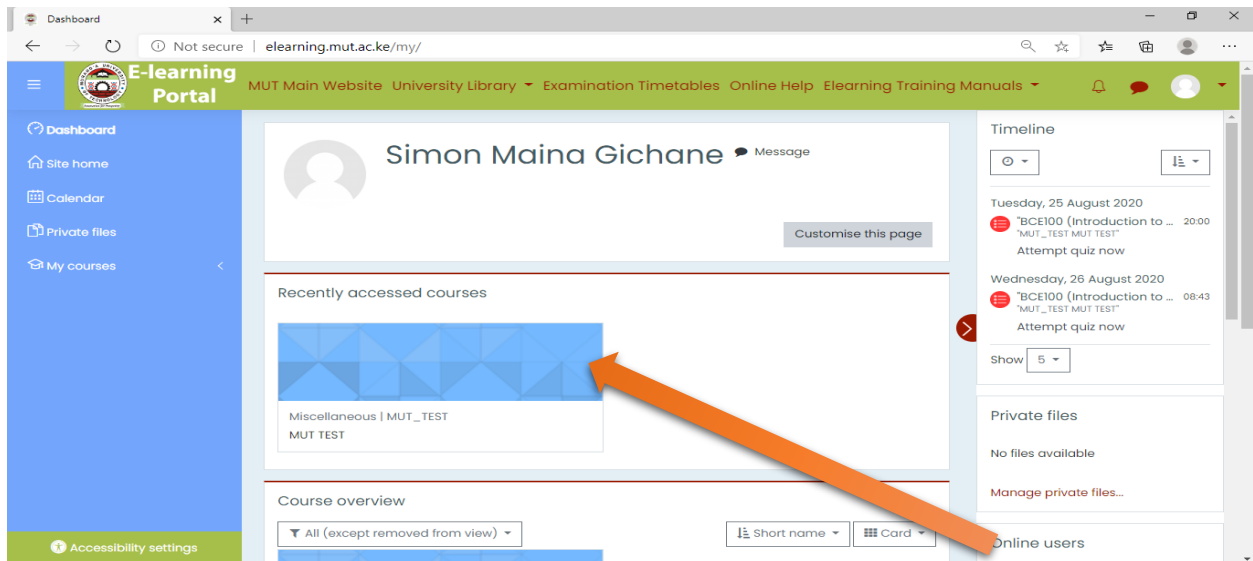
You can check your user profile after you have logged in to eLearning portal by clicking your name on the top right-hand corner or by choosing Edit profile in the Settings block anywhere in eLearning portal. Note that your profile is personal and is shown on all your eLearning portal courses.





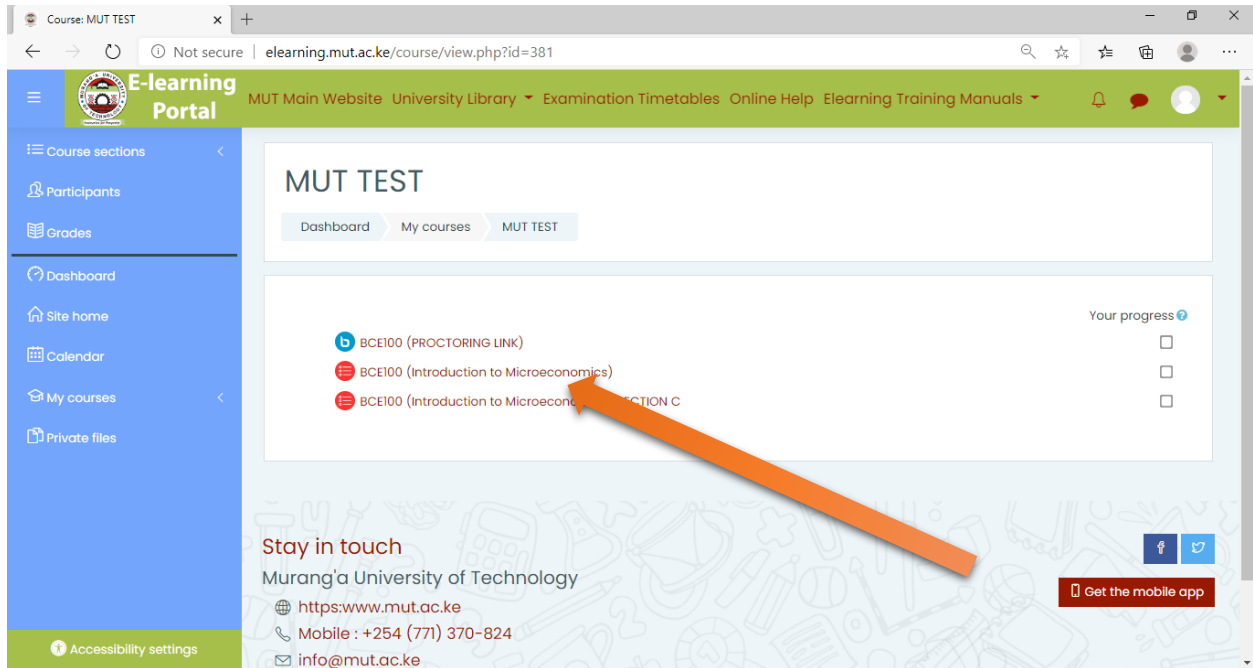
MY COURSES

Once you login, the names of the course(s) in which you are enrolled shows up on the home page and under the Navigation pane (on the left) under My Courses tab, as in the example shown below. To get into a particular course, click on its name.



ACCESS MUT EXAM

Click on the Unit link and a window with the main exam land a proctoring link will show.
To access an exam you need to first click on the proctoring link for verification of your details (**webcam should remain on during the whole exam period**).



The screenshot shows the E-learning Portal interface for the 'MUT TEST' course. The left sidebar contains navigation options: Course sections, Participants, Grades, Dashboard, Site home, Calendar, My courses, and Private files. The main content area displays the course title 'MUT TEST' and a list of units. The first unit, 'BCE100 (PROCTORING LINK)', is highlighted with an orange arrow. The other two units are 'BCE100 (Introduction to Microeconomics)' and 'BCE100 (Introduction to Microeconomics SECTION C)'. A 'Your progress' section on the right shows checkboxes for each unit. At the bottom, there is contact information for Murang'a University of Technology, including the website URL, mobile number, and email address, along with a 'Get the mobile app' button.

REQUIREMENTS TO ACCESS MUT ONLINE EXAM

1. Students require to download Safe Exam Browser and install it. No modifications should be done on the safe exam browser as they will overridden by the exam configuration.

https://netix.dl.sourceforge.net/project/seb/seb/SEB_3.0.1/SEB_3.0.1.163_SetupBundle.exe



2. Students need to have a laptop with webcam for the **COMPULSORY ONLINE EXAM PROCTORING**. If the student will be using a Desktop computer, he/she should have a smartphone to use it for proctoring.
3. The student needs to have a smartphone with **CamScanner APP** for taking the images of their written down exam answers for upload on the eLearning portal. The student should also have a **USB CABLE** for connecting phone to Desktop or the Laptop for access of the scans.
4. The students are expected to login and click on the proctor link **30 minutes** before start of exams.

