Top Ten Tips on Upgrading to Moodle 2

Sponsored by Webanywhere Ltd.

webanywhere
stretch beyond

Government Procurement Service *supplier*

GOOGLE APPS
AUTHORISED
RESELLER
Google

Moodle, an open source learning platform, allows developers to continually improve the platform and its features. The evolution of Moodle is evidential, with the recent release of Moodle 2.5 which took place in May 2013.

With all the progress Moodle has made over the past couple of years, those who still use Moodle 1 could be missing out on new features only available to those using Moodle 2. Upgrading to Moodle 2 may be easier than you think and with our guide to help you, there shouldn't be any difficulties in doing so.

1. Explore Moodle 2

In order to fully appreciate Moodle 2 and its functions, it would be advisable to take a trial. By experiencing the platform for yourself, you are able to see and experience the differences, including features such as drag and drop uploading, and new course layouts.

2. Plan ahead

Make sure that you plan ahead, create a full action plan to include a trial, decision making and communication time. To do this, it would be ideal to work backwards from a proposed live date of Moodle 2. It is key to remember that some staff may also need to be trained on how to use the platform before it is rolled out.

3. Look at your current Moodle setup

As everything works differently in Moodle 2, it is critical that you look at your current setup. If you have any 3rd party plug-ins, check which features have been updated. Furthermore, if you have made any customisations to your own Moodle, these would need to be transferred across to your new Moodle when you upgrade. In addition, if you have your own theme for your existing Moodle and you want to continue using it, this will also need to be reinstalled.

4. Get management on board

Management can be tough, but you need them on your side. Make sure that you talk in their language, provide details of how Moodle 2 will save time and increase employee engagement.

5. Communication

Communication is key, especially if you want the implementation of Moodle 2 to run smoothly. Make sure that everyone is kept informed by having regular updates, for example weekly staff meetings. Provide employees with key dates and deadlines, reiterating that support will be available if needed.

webanywhere
stretch beyond

6. Back-up before you start

This is a pretty critical stage, which will ensure that nothing gets lost in transition. It is highly recommended that before you start anything, you take a complete backup of the user data. This means that, even if you do not need it for the new implementation, it will be available for accessing and restoring courses.

7. Do a practice upgrade

Practice always makes perfect. By creating a trial run of your upgrade, any problems that may occur can be ironed out before the actual installation itself. This can save valuable time in the long run.

8. Decide how you will be upgrading

The eighth stage would be to decide which method of upgrading is most appropriate for your educational establishment, whether that be starting from scratch (all new), upgrading all (keeping the platform the same) or partially upgrading (modifying some features).

9. Have plenty of training and support

To ensure that employees don't feel uneasy about using Moodle 2, you should provide them with a summary of new features. This should illustrate the benefits, such as time saving and remote access. Furthermore, you should provide training on core elements that employees will use on a daily basis. This will ensure that your workforce will be ready to use the platform once it is implemented. Additional training for new features would also ideal.

10. Talk about it all the time

Remember, communication about the new platform is essential. Make sure your staff are aware of what's going on and know when it will be implemented, to ensure they are prepared. 'Sell' Moodle to your staff, if you are confident about using the platform and can show how the platform will benefit your workforce, then they will be more likely to utilise Moodle.

These 10 points should help you in your decision with Moodle 2 and with its implementation. For further information on Moodle visit www.schoolanywhere.co.uk or alternatively email info@webanywhere.co.uk.

About Webanywhere

Since 2003, we've provided website services and e-learning solutions to help schools communicate, collaborate and promote themselves online.

As a provider of websites, learning platforms, design services and e-learning content, we're also recognised by leading organisa ions. We're an approved supplier to the UK Government Procurement Service, a Mahara partner and a Google Apps Authorised Reseller.

For more information on Webanywhere or to get the latest education news, advice and tips via email, please get in touch.

Contact details

Telephone: 01535 604026
Email: free-guides@webanywhere.co.uk
Web: www.webanywhere.co.uk