NELSON MANDELA
UNIVERSITY

HOW TO
Moodle
RESOURCES

How to **change course name** to match prospectus and add the module code

To rename a module, follow these steps:

1 Open the course

Under the **Faculty** list or the **'My Courses'** dropdown menu

Modules > Faculty of Business and Economic Sciences >
:ment of Marketing Management

Module categories:

y of Business and Economic Sciences / Department of Marketing Mana|

| Search Courses | Go |

H500: Research Project And Dissertation
H600: Research Project And Thesis
H600: Turnitin for Patrick Turkson-s220199604
H1011: Fundamentals Of Marketing
H1021: Introduction to Marketing
H1022 : Introduction to Marketing
H1101: Introduction to Marketing
H2000/2230: Marketing 2
H2230: Marketing 2
H3012/BBH3322/BBH3332/BBH3302: Small Business/Entrepreneurship
H3201: Marketing III-Module B International Market
H3201/BBH3001: Marketing III-Module B International Market

2 Under the Administration menu, select Edit Settings

Administration

▼ Module administration
  ⚙ **Edit settings**
  ✏ Turn editing on
  ⚙ Course completion
  ▸ Users
  ▼ Filters
  ▸ Reports
  ⚙ Gradebook setup
  ▸ Badges
  ⬆ Backup
  ⬇ Restore

3 **In the Module Name field type the new name** (ideally match the prospectus name and include module code. This will allow new students to search and find the course

Edit module settings

▼ General

| Module full name * ⓘ | BPB1122/BPB1002/BPB1032: Individual and Group Dynar |

| Module Code ⓘ | BPB1002 |

| Module Category ⓘ | Faculty of Business and Economic Sciences / Department |

| Course visibility ⓘ | Show ⌄ |

| Module start date ⓘ | 14 ⌄ December ⌄ 2018 ⌄ 📅 |

Select **Save and Display**