

LearningHub Online Course Completion Setting Guide

Overview



Before your course goes live, make sure all course settings are set up properly. There are **two completion settings** that must be reviewed.

1. **Activity Completion Setting:** Check the Module’s Activity Completion setting in Moodle to make sure it is tracking completion for each module.
2. **Course Completion Settings:** Check the Course’s Completion setting in Moodle to make sure the course is tracking all required activities.

Please make sure you test the course with test accounts to ensure course completion is generated.

Activity Completion Settings

Please make sure **Completion tracking** is set to “**Show activity as completed when conditions are met**” for each module.

Completion tracking  

For Modules/SCORMs:

1. Turn Editing On:



2. Click into the Module:

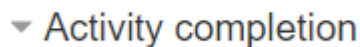


3. Click **Edit settings** on the left Administration panel:





- ▼ SCORM package administration
 - Edit settings


4. Go down to **Activity completion**:





5. Please make sure the following options are selected and save:

Completion tracking  

Require view Student must view this activity to complete it



Require grade  Student must receive a grade to complete this activity

Require minimum score  Disable

Require status  Passed

Completed

Require all scos to return completion status

Expect completed on   Enable

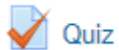
If a module does not complete with these completion settings, check the module’s completion tracking in the eLearning software that it was created in.

For Quizzes:

1. Turn Editing On:



2. Click into the Quiz:



3. Click **Edit settings** on the left Administration panel:

ADMINISTRATION

- Quiz administration
 - Edit settings

4. Go down to **Grade** and set a **Grade to pass**:

Grade

Grade category ? Not categorized

Grade to pass ?

For a passing grade of 80%, please input:

Grade to pass ?

80

5. Go down to **Activity completion**:

Activity completion

6. Please make sure the following options are selected and save:

Completion tracking ?

Show activity as complete when conditions are met

Require view

Student must view this activity to complete it

Require grade ?

Student must receive a grade to complete this activity

Require passing grade ?

Require passing grade Or all available attempts completed

Expect completed on ?

12

March

2021

14

42



Enable

Course Completion Settings

1. Turn Editing On:

TURN EDITING ON

2. Click **Course completion** on the left Administration panel:

ADMINISTRATION

▼ Course administration

⚙ Edit settings

✍ Turn editing on

⚙ Course completion

3. Go down to **General** and set Completion requirements to “**Course is complete when ALL conditions are met**”:

▼ General

Completion requirements Course is complete when ALL conditions are met ▼

4. Go down to **Condition: Activity completion** and select the **activities that are required for course completion**:

▼ Condition: Activity completion

SCORM package - Module

Quiz - Quiz

5. Scroll down and Save changes:

SAVE CHANGES