



Learning Management System (LMS)

Student Manual

Prepared by :

*Information Technology Department
Arab Open University
Kingdom of Saudi Arabia*



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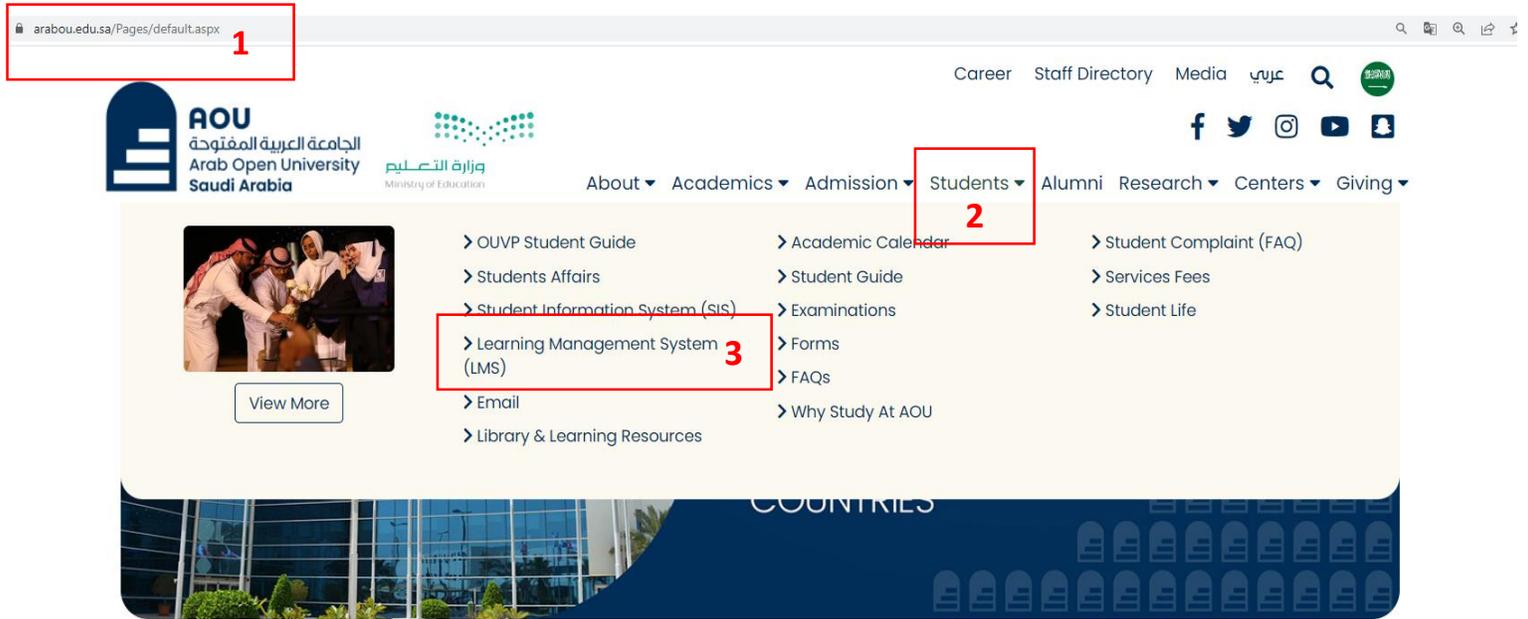
Access to LMS

First method:

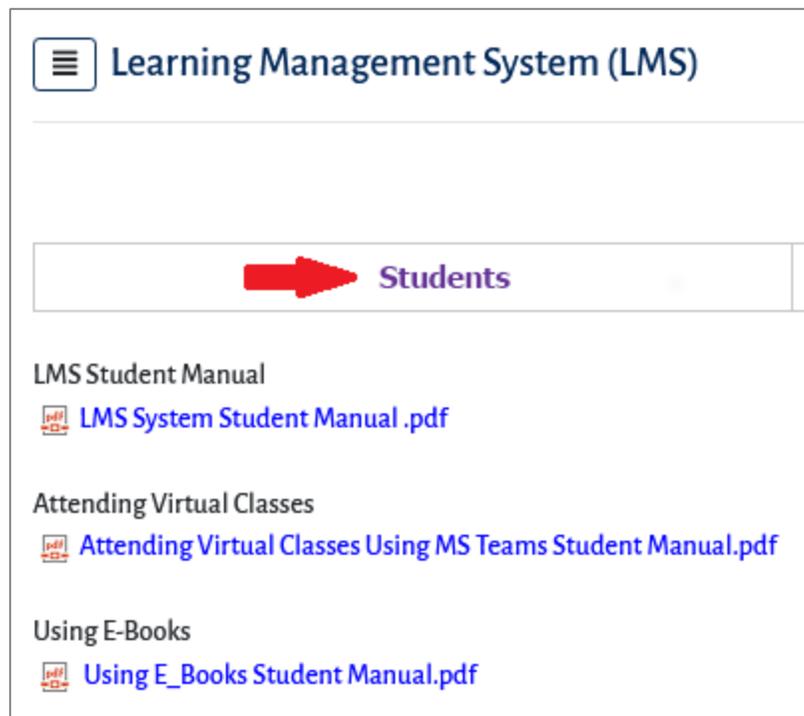
Go to AOU website: <https://www.arabou.edu.sa>, from homepage, click on the icon “e-Learning (LMS)”.

The screenshot shows the homepage of the Arab Open University (AOU). The browser address bar shows [arabou.edu.sa/Pages/default.aspx](https://www.arabou.edu.sa/Pages/default.aspx) with a red box and the number 1. The website header includes the AOU logo, the name "الجامعة العربية المفتوحة Arab Open University Saudi Arabia", and the Ministry of Education logo. The navigation menu includes: Career, Staff Directory, Media, عربي, and a search icon. Below the navigation menu is a banner for "THE RIGHT PLACE" with the text: "For you to Grow", "At your Flexibility", "Anytime, Anywhere", and "For all People". Below the banner is a row of icons for various services: Apply Online, e-Learning (LMS) (highlighted with a red box and the number 2), SIS, e-Library, Academic Calendar, International Centre of Excellence, Employees Portal, and Email. At the bottom of the page, there are two sections: "ANNOUNCEMENTS" and "UPCOMING EVENTS". The "ANNOUNCEMENTS" section shows a date "24 Jan" and the text "Re-Appeals on First Semester 2022-2023 Results has been launched". The "UPCOMING EVENTS" section has a button that says "VIEW MORE EVENTS".

Alternatively, from “Students” drop-down menu, click on the “Learning Management System” option.



Then click on the “Students” option from the next page to be moved to the Learning Management System (LMS) website.



Second method:

Go directly to the LMS website through this link: <https://mdl.arabou.edu.kw/ksa>



AOU
الجامعة العربية المفتوحة
Arab Open University
السعودية

Username Password Log in

ANNOUCEMENTS وقم بتعطيل أي مانع إعلانات (انظر كيف) أو مكون إضافي خاص بالترجمة الآلية Chrome للحصول على تجربة أفضل عند الدخول إلى الاختبار ، استخدم متصفح

Students Workshops by the Academic Advising Unit (Spring Semester 2022-2023)

[Click here - Updated on 28/01/2023](#)

Navigation

- Home
- Search
- Site announcements
- الدخول إلى نظام التعلم الإلكتروني وتغيير كلمة المرور
- Student's Guide to studying on a program validated...
- Courses

Login

Username

Password

Remember username

Log in

Lost password?
Log in using your account on:

Microsoft

Student Transcript



Calendar

February 2023

Mon	Tue	Wed	Thu	Fri	Sat	Sun
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19

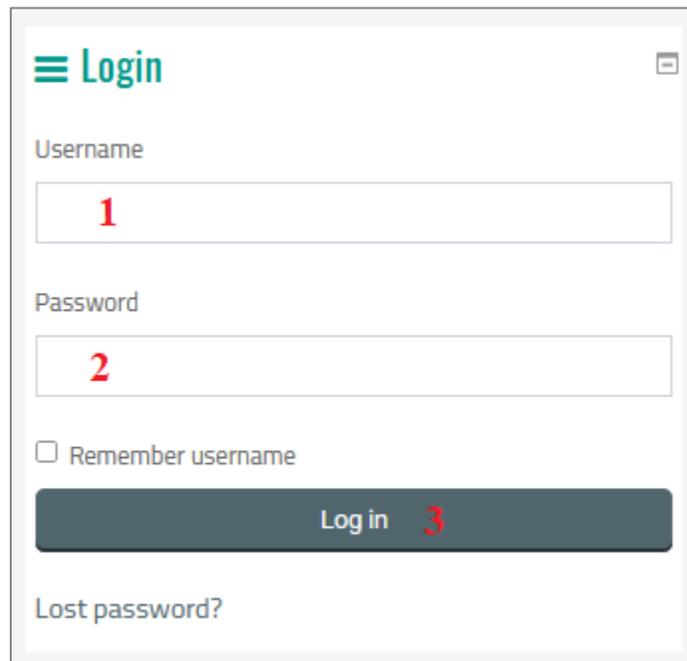
Log in to LMS

To log in, type the "username" and "password" of your account on the system in the space provided for that then click on the "Log in" button, either at the top right corner of the webpage, or in the middle.

At the top right corner of the webpage:



In the middle of the webpage:

A screenshot of the LMS login form. The form is titled 'Login' and has a hamburger menu icon on the left and a close icon on the right. It contains a 'Username' field (labeled with a red '1'), a 'Password' field (labeled with a red '2'), a checkbox for 'Remember username', a dark grey 'Log in' button (labeled with a red '3'), and a 'Lost password?' link at the bottom.

The username is your university ID, and the password in case of entry for the first time for new students is the national ID (or residence ID).

After first log in for new students, the system will ask to change the current (temporary) password as in the image below.

Information Technology department, Arab Open University, Kingdom of Saudi Arabia.	Title: LMS Student Manual - V1.1 EN	
Last updated on 02 Feb 2023	Version: 1.1 EN	Page: 6

You must change your password to proceed.

Change password

Username 20553455

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as as *, -, or #

Current password  1

New password  2

 3
New password (again)

Save changes 4

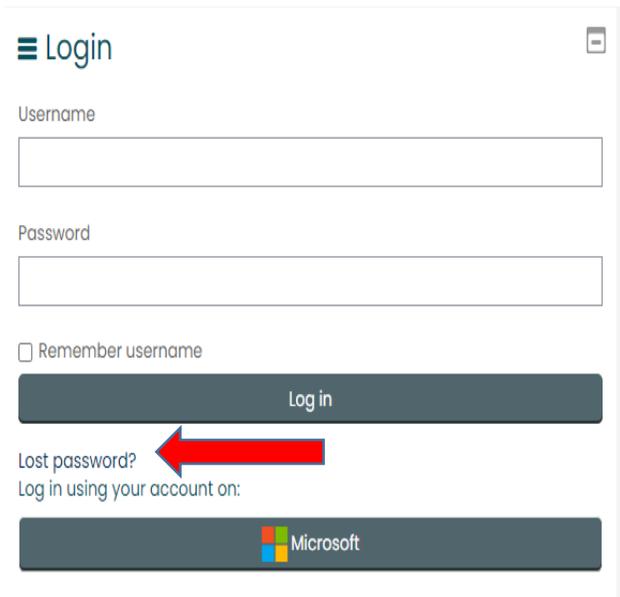
Type the current password in the first field, then type a new password in the second field, then retype the new password in the third field to confirm, then click on the “[Save changes](#)” button.

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as as *, & , # , @ , \$ or %.

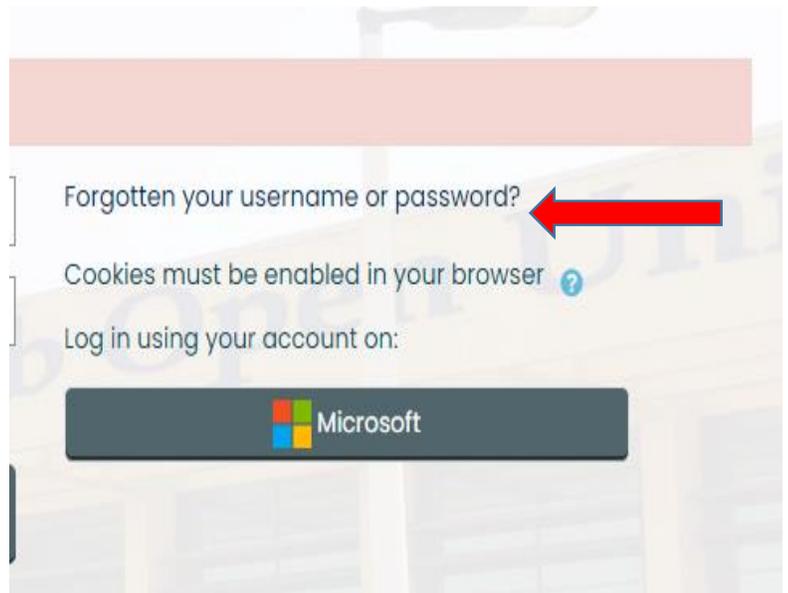
Reset LMS Password

The student can reset the LMS password in case of loss and obtain a new one, by following the following steps:

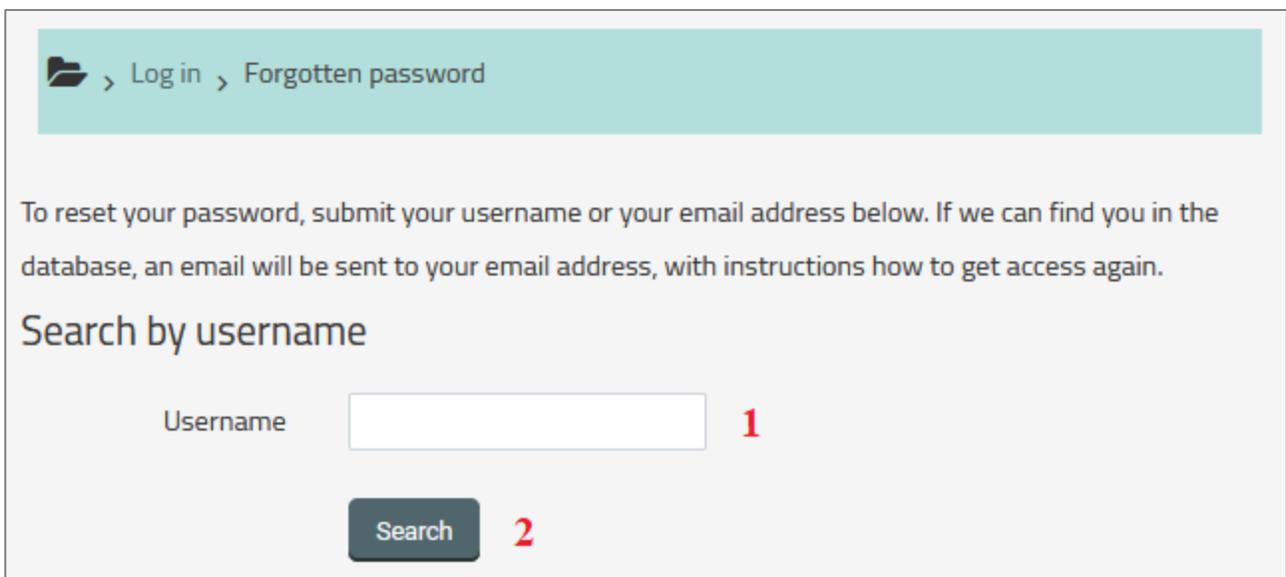
- 1- Click on the link "Lost password?" or "Forgotten your username or password? ".



The screenshot shows the LMS login interface. At the top left, there is a 'Login' button with a hamburger menu icon. Below it are two input fields for 'Username' and 'Password'. A checkbox labeled 'Remember username' is present. A dark grey 'Log in' button is below the password field. At the bottom, there is a link 'Lost password?' with a red arrow pointing to it, and a 'Log in using your account on:' section with a Microsoft logo button.



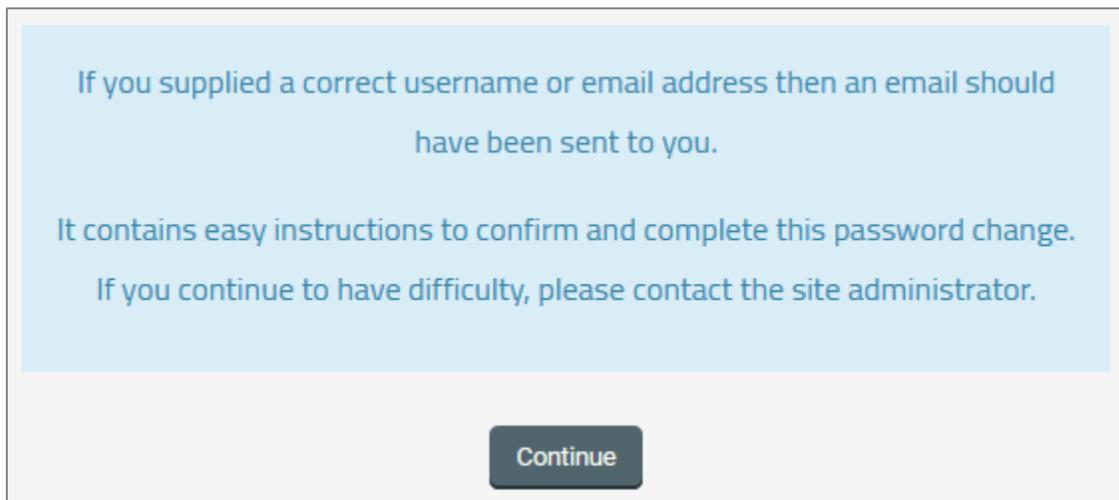
- 2- You will be moved to the next page:



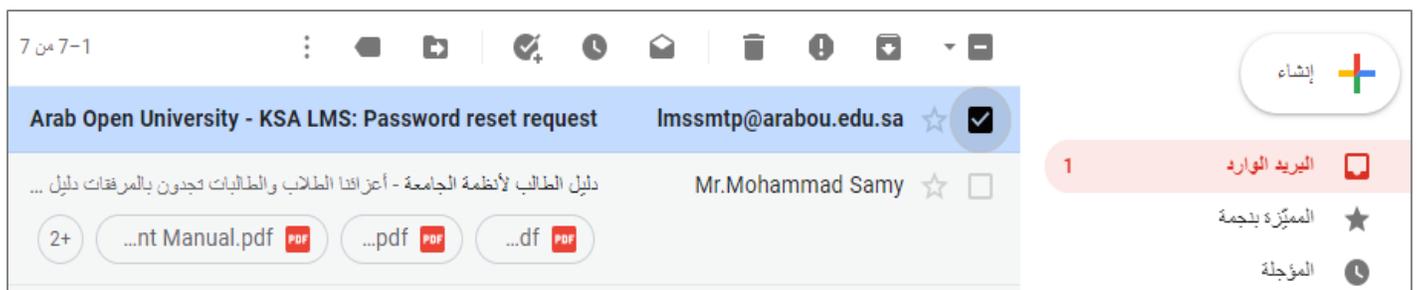
The screenshot shows the 'Forgotten password' page. At the top, there is a breadcrumb trail: 'Log in > Forgotten password'. Below it, there is a message: 'To reset your password, submit your username or your email address below. If we can find you in the database, an email will be sent to your email address, with instructions how to get access again.' Underneath, there is a section titled 'Search by username' with a 'Username' input field (marked with a red '1') and a 'Search' button (marked with a red '2').

- 3- Type in the username "your university ID" and then click on the "Search" button.

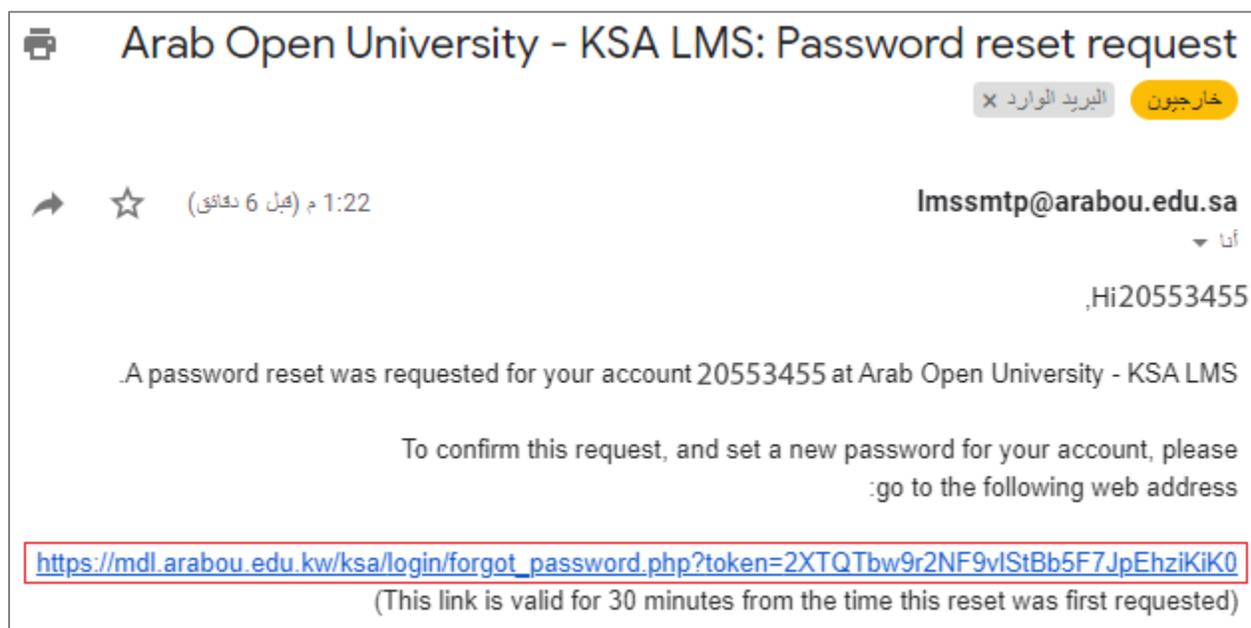
- 4- The system will send a message to your university email, containing a link to reset your password.



5- Open your university email to access the message.



6- Open the message and then click on the link to go to the password reset webpage.



On the password reset webpage, type a new password in the first field, then retype the new password in the second field to confirm, and then click on the “Save changes” button.

Information Technology department, Arab Open University, Kingdom of Saudi Arabia.	Title: LMS Student Manual - V1.1 EN	
Last updated on 02 Feb 2023	Version: 1.1 EN	Page: 9

Set password

Username 20553455

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as as *, -, or #

New password  **1**

 **2**

New password (again)

3

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as as *, & , # , @ , \$ or %.

LMS Homepage

Upon successful login, the student is moved to the LMS homepage.

The screenshot shows the LMS homepage interface. At the top left is the AOU logo (Arab Open University) with the text 'الجامعة العربية المفتوحة' and 'Arab Open University السعودية'. To the right of the logo is a search bar and a user profile dropdown labeled 'Demo Student' with a circular profile picture. Below the search bar are five notification icons with red numbers: 5, 4, 3, 2, and 1. A navigation bar below the header contains icons and labels for Home (8), Dashboard (9), My courses (10), Quick Links (11), Courses (12), and Mobile app (13). On the right side of the navigation bar are 'Hide blocks' and 'Standard view' options with a red number 7. Below the navigation bar is an 'ANNOUNCEMENTS' section with a message in Arabic: 'وقد يتعطل أي مائع إعلانات (انظر كيف) أو مكون إضافي خاص بالترجمة الآلية Chrome للحصول على تجربة أفضل عند الدخول إلى الاختبار ، استخدم متصفح'. Below the announcement is a white box with the text 'Students Workshops by the Academic Advising Unit (Spring Semester 2022-2023)' and a link 'Click here - Updated on 28/01/2023' with a red number 6.

At the top of the webpage, there is a set of useful icons and links for students, as shown below:

- 1- **Student ID and name:** When you click on this link, a drop-down list is displayed with several options such as Dashboard, view profile, preferences, and logout.
- 2- **Language:** Through this menu, you can switch between Arabic and English as the display language of the system.
- 3- **Toggle messaging drawer:** Access to messages sent to you from teachers and your classmates.
- 4- **Notification Menu:** View the menu of notifications.
- 5- **Search:** Display the search box within the system.
- 6- **View mode:** to switch between standard view and full screen view.
- 7- **Hide and show blocks:** To control hiding and showing blocks on the webpage, which contain useful resources and functions for students.
- 8- **Home:** to go to the homepage of the LMS.
- 9- **Dashboard:** To go to the dashboard page.
- 10- **My Courses:** to display a list of your courses that have been registered for the current semester, from which you can go to the LMS page of each course.
- 11- **Quick links:** to display a list of your quick links to Important links on the SIS for the Student.

12- **Courses:** to display a list of the Courses that provided for the student and to get the each course BCC email.

13- **Mobile App:** To get the link to download the App which sport the LMS.

Access to the courses

Each course has a page reserved exclusively for its members, namely the instructor and the students enrolled in this course.

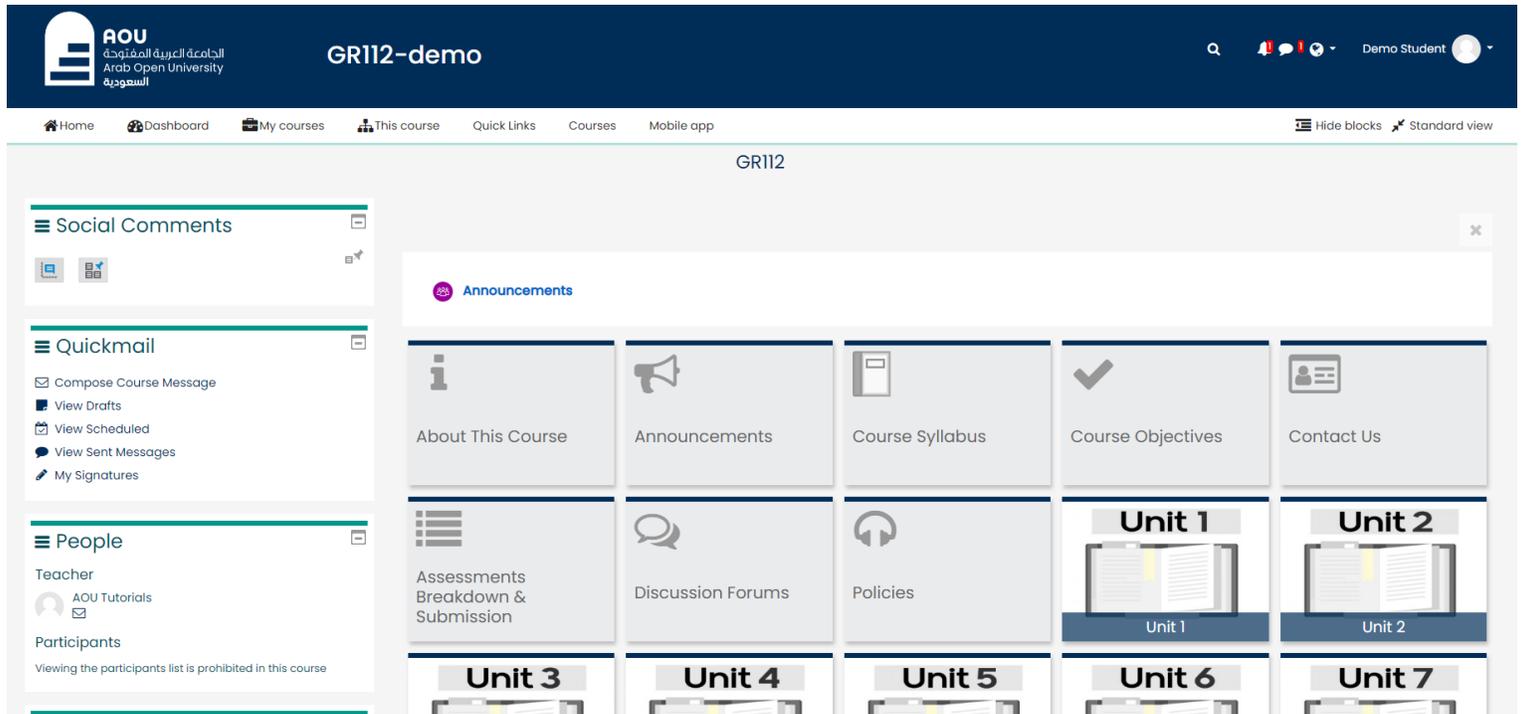
All courses you registered will appear under “My Courses” list.



Also, the same list can be accessed through the "My Courses" block displayed within the contents of the system homepage:



To go to any course page, click on the course name from the list, to be moved to the page of this course:



A course page will usually have two columns: two narrow ones on the sides and a wider one in the middle.

The main column in the middle is where all your course material including files, assignments, quizzes, VC links, coordinator contacts, study plan, course calendar and announcements will be located, laid out usually in topics or unit format.

The left column will display various “blocks” designed for quick and easy reference and navigation, while the right one will have other, useful functions and resources, depending on your course coordinator.

Layout may vary from one course to another.

Course Coordinator

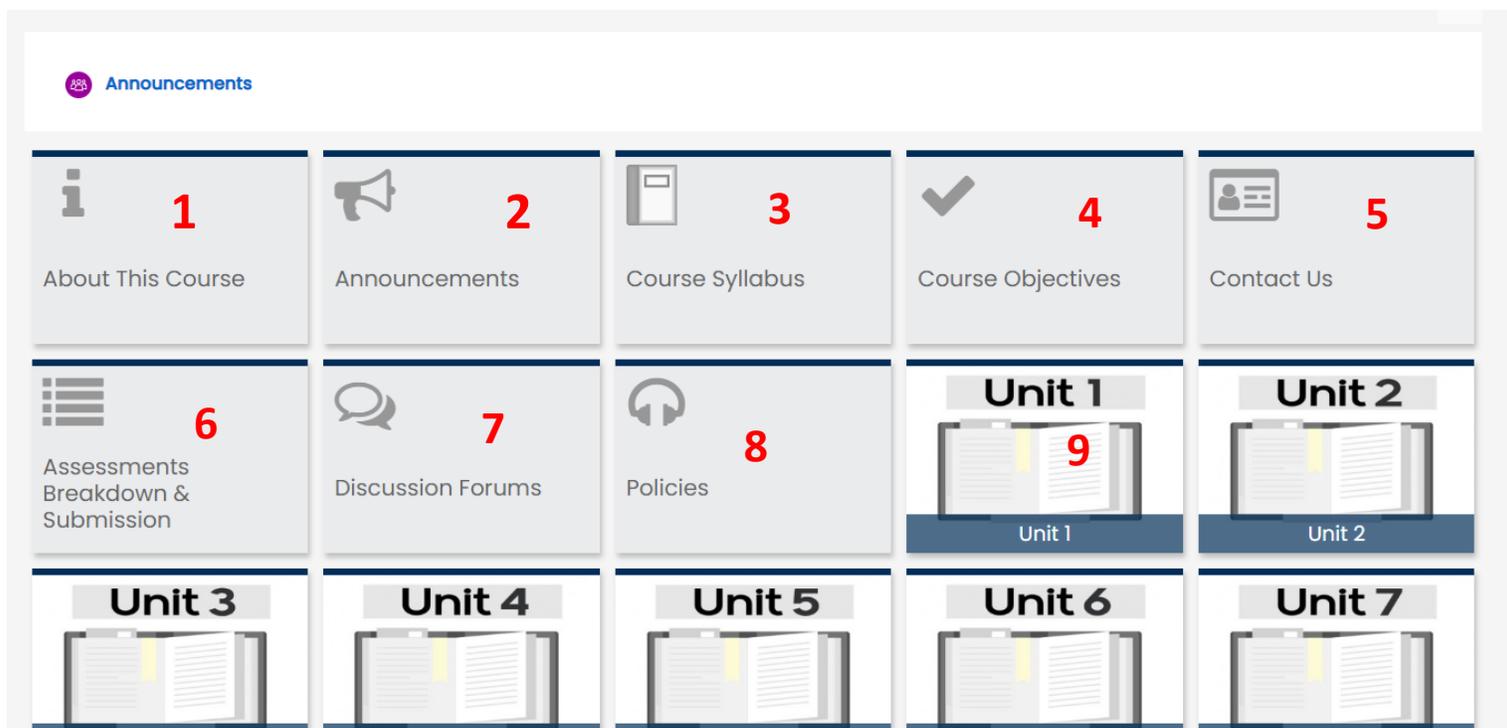
The course coordinator is the general supervisor of the course, and students can refer to him in case of need. Students find the course coordinator’s information (his name and email) often at the top middle of the course page on the system.

Course BCC :

Dr.Khaled Matarneh

k.matarneh@arabou.edu.sa

Announcements



1-About This Course

About This Course

Course Code: MT129

Course Title: Calculus and Probability

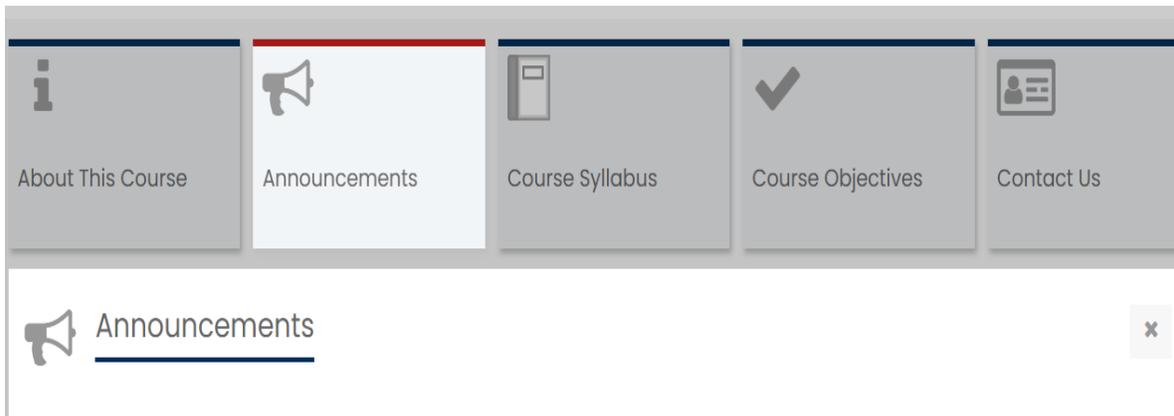
Course Pre-req.: EL099

Course Delivery

Synchronous	Non-synchronous
	Slides - summary of lessons
	Mock Quiz
Lectures	Examples and Practices
Tutorials	Previous years questions
	Course forum and discussions
	Recorded VC

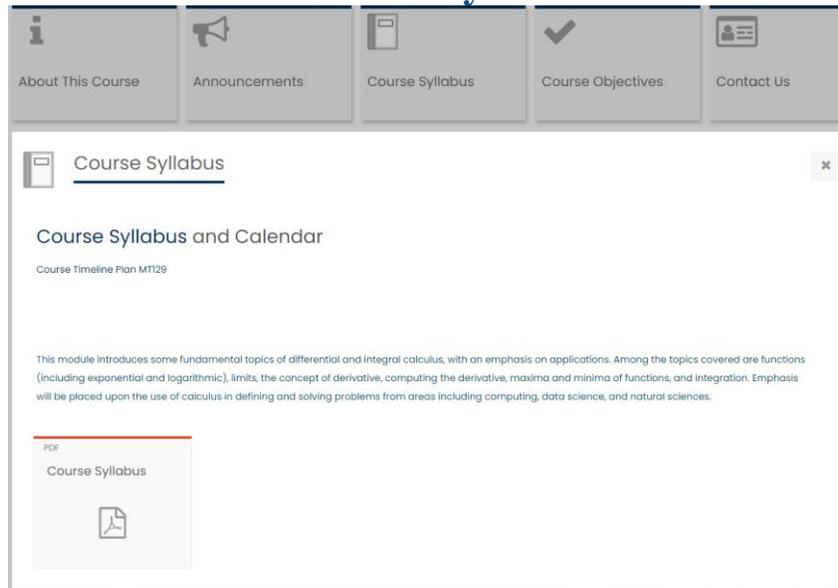
It displays a summary of the course in terms of its name, the previous requirement, if any, and the tools needed to complete the course.

2-Assignments



Assignments (TMAs) allow teacher to submit an assignment to students, asking them to prepare an electronic document (such as a Word file) and submit it on the system within a certain period. Receiving and submitting the assignment (TMA) is only from the course page on the system.

3-Course Syllabus



It tells us about the course what it contains, along with the course index.

4- Course Objectives

Course Aims / Objectives:

- Provide knowledge of elementary functions to calculus concepts for students in all of the ITC programs.
- Use mathematical techniques to find solutions to simple optimization problems.
- Increase academic proficiency in the expression of mathematical solutions.
- Introduce the definition of the derivative and make students acquainted with computing the derivative of polynomials, rational, radical, trigonometric, exponential, and logarithmic functions.
- Make students acquainted with evaluating the integrals of polynomials, rational, radical, trigonometric, exponential, and logarithmic functions.
- Introduces applications of integrals such as area, and the average value of a function.
- Enable students to compute the partial derivatives of several variable functions.

Intended learning outcomes (ILO):

- Acquire the fundamental concepts and basics knowledge of calculus, and get the intuitive knowledge of critical points of a function and optimization problems.
- Find and interpret the derivatives of power, exponential, logarithmic and trigonometric functions.
- Use applications integration in obtaining area between curves and average value of functions.
- Manipulate the integration techniques theoretically and numerically.
- Analyze mathematical models such as equations, formulas, graphs, tables, functions, and/or figures, and draw inferences from them related to applied calculus.
- Apply the mathematical skills required in performing operations and/or problem solving related to applied calculus.

Provide us Course Aims / Objectives and Intended learning outcomes

5- Contact US

Contact Us

BCC Contact Information

Dr. Ahmad Abubaker (a.abubaker@arabou.edu.sa)

Tutors Contact Information

Tutor	Email
Dr. Azhar Abdullah Kadem Al Salam	a.alsalam@arabou.edu.sa
Dr. Khaled Ahmad Matarneh	k.matarneh@arabou.edu.sa
Dr. Mohammad Wasef Marashdeh	mwmmaou@gmail.com

For information, contact the course coordinator and the Tutors who teach the course with there emails.

6-Assessments Breakdown & Submission

Assessments Breakdown & Submission

Assessments Breakdown will be as follows:

TMA: 15 Marks

Attendance: 5 Marks

MTA: 30 Marks

Final Exam: 50 Marks

WORD DOCUMENT
Download TMA File Here **1**

ASSIGNMENT
TMA Submission Here **2**

To obtain the method of distributing grades for the course, with links to download and upload assignments.

1-To Download the assignment file:

- 1- Click on the Download TMA File Here.
- 2- The File will download to your PC.

Open the assignment (TMA) file, read the instructions well, and start solving the assignment in the same question file, then save the file. It is preferable to change the file name to contain the course code, section number, student number and name.

TMA file is submitted only through the LMS in the allowed period and it is not allowed to be submitted by any other means.

2- To submit TMA file:

- 1- Click on the TMA Submission Here.
- 2- You will be moved to TMA submission page.

اضغط هنا لتحميل الواجب-AFL111-Summer 2020/2021-Upload TMA here

Submission status

Submission status	No attempt
Grading status	Not graded
Due date	Sunday, 20 June 2021, 11:59 PM
Time remaining	10 hours 59 mins
Last modified	-
Submission comments	▶ Comments (0)

[Add submission](#)

This page contains information about the TMA, such as submission status, grading status, due date and time remaining.

To submit the TMA file, click on the "Add submission" button to be moved to the next page:

اضغط هنا لتحميل الواجب-AFL111-Summer 2020/2021-Upload TMA here

File submissions Maximum file size: 20MB, maximum number of files: 1

انقر هنا لإضافة ملف **Click here to upload file** 

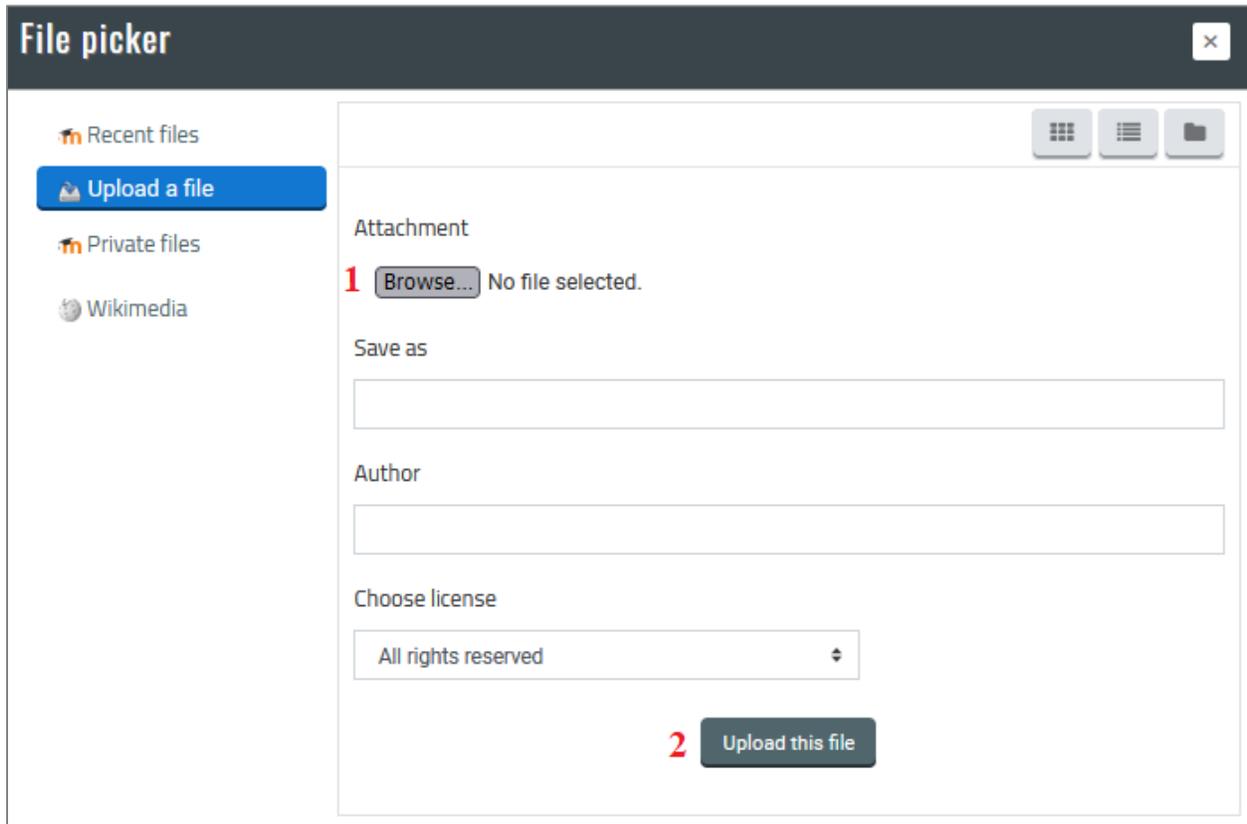
Files



You can drag and drop files here to add them.

[Save changes](#) [Cancel](#)

Click on the icon  to go to the file upload page.



Click on "Browse" button and choose the file, then click on the "Upload this file" button to upload it.



Click the "Save changes" button to submit the file then you will be moved to the submission page to view the submission information.

Important Note: If you do not click on "Save changes" button, then the submission process has not completed and the file has not been submitted.

The screenshot displays a submission interface with a green header bar containing the text "Upload TMA here-AFL111-Summer 2020/2021-اضغط هنا لتحميل الواجب". Below the header, the "Submission status" section shows a table with the following rows:

Submission status	Submitted for grading
Grading status	Not graded
Due date	Sunday, 20 June 2021, 11:59 PM
Time remaining	10 hours 19 mins
Last modified	Sunday, 20 June 2021, 10:00 AM

The "File submissions" section shows a table with one entry:

AFL111 TMA .docx	20 June 2021, 10:00 AM
------------------	------------------------

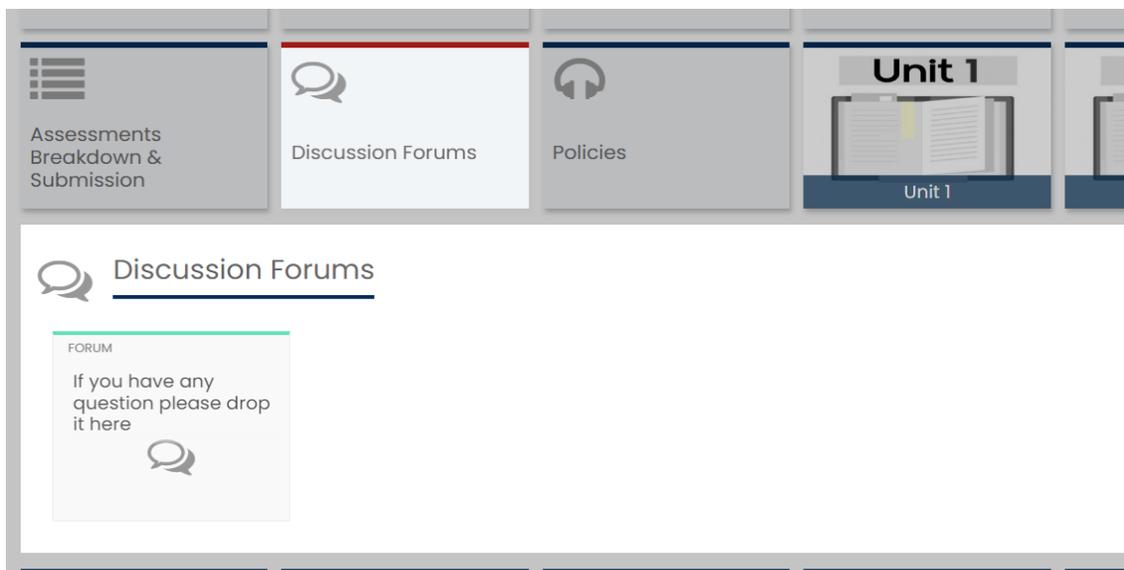
Below the file submissions, there is a "Submission comments" section with a "Comments (0)" link. At the bottom of the page, there are two buttons: "Edit submission" and "Remove submission".

The submission status now changes to "Submitted for grading", and in the "File submissions" field, the submitted file and date of submission are shown, and you can click on the file to preview it and make sure that the correct file has been uploaded.

Thus, from this page, the student can ensure that the TMA file is submitted correctly.

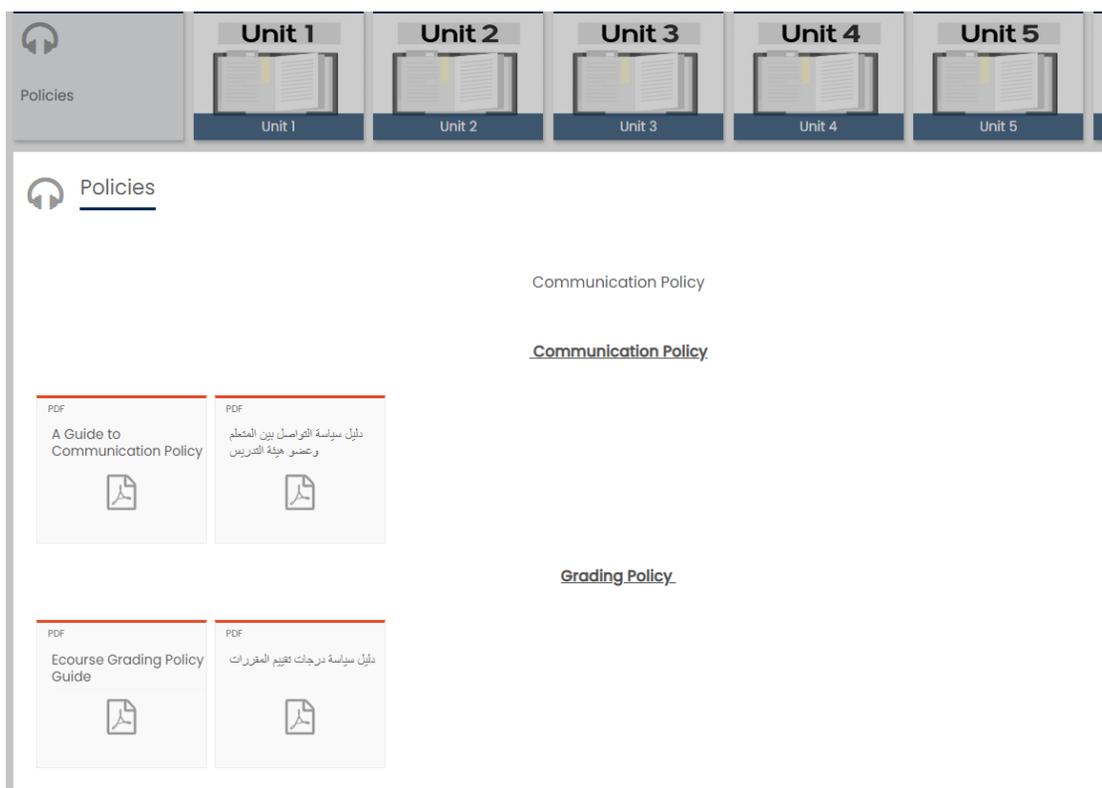
- "Edit submission" button to resubmit the file.
- "Remove submission" button to cancel the submission process and delete the file from the system.

Discussion Forums



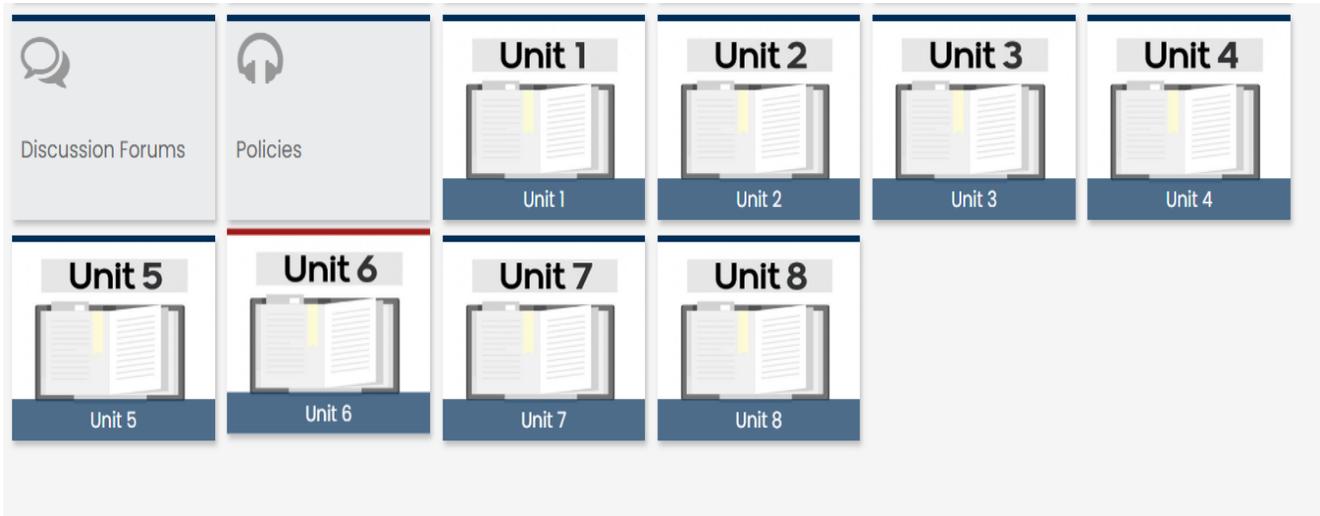
The Forums for the Student and Tutors to put any question or discussion her.

Policies

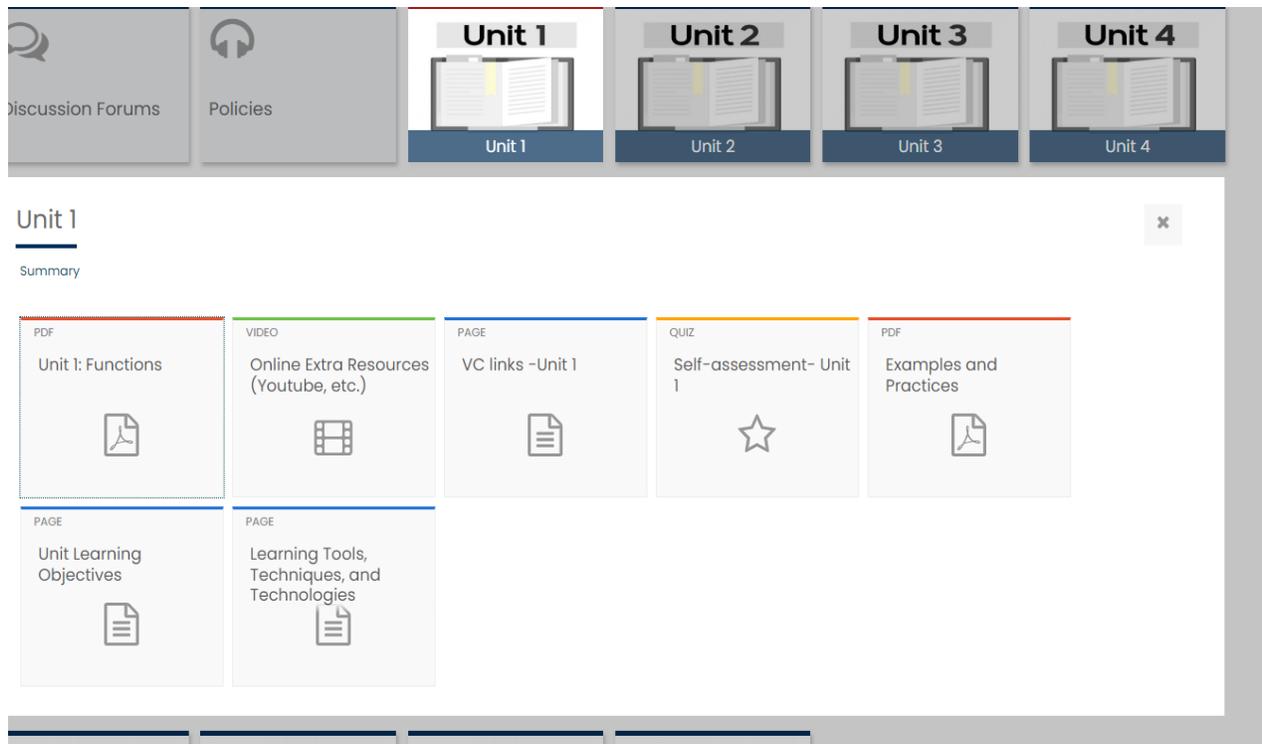


Clarify the policies followed at the university for teaching curricula.

Course Material



All the course material and divided by units and each unit have material in the form of PowerPoint, Word, PDF files and other tools like online Resources, Self-assessment, Examples, Unit Objectives.



Virtual Classes Links

The course VC links are located in each Unit of the course page.

The screenshot shows a course page with a navigation bar at the top containing 'Discussion Forums', 'Policies', and four unit buttons: 'Unit 1', 'Unit 2', 'Unit 3', and 'Unit 4'. 'Unit 1' is currently selected. Below the navigation bar, the 'Unit 1' page is displayed with a 'Summary' section. This section contains five items: 'Unit 1: Functions' (PDF), 'Online Extra Resources (Youtube, etc.)' (VIDEO), 'VC links - Unit 1' (PAGE), 'Self-assessment- Unit 1' (QUIZ), and 'Examples and Practices' (PDF). Below these are two more 'PAGE' items: 'Unit Learning Objectives' and 'Learning Tools, Techniques, and Technologies'. A large red arrow points directly to the 'VC links - Unit 1' link.

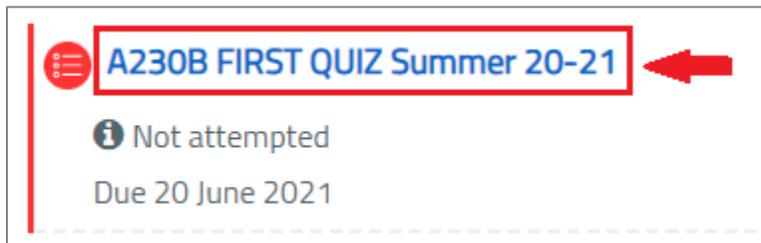
VC Links directly on the course page:

VC links -Unit 1				
Romm or Virtual Classes links				
Course	Section	Tutor	Time	Room / VC Link
MT129	101	Azhar Abdullah Kadem Al Salam	Tue; 10:00 to 12:00	FC-7
MT129	1201	Mohammad Wasef Marashdeh	Tue; 16:00 to 18:00	VC - Link
MT129	1202	Ahmad Asad Awad Abubaker	Sun; 14:00 to 16:00	MC-4
MT129	1203	Ahmad Asad Awad Abubaker	Tue; 14:00 to 16:00	MC-2
MT129	1301	Khaled Ahmad Matarneh	Sun; 18:00 to 20:00	VC
MT129	1302	Ahmad Asad Awad Abubaker	Mon; 18:00 to 20:00	VC - Link
MT129	1303	Ahmad Asad Awad Abubaker	Wed; 18:00 to 20:00	VC - Link
MT129	1304	Khaled Ahmad Matarneh	Sun; 10:00 to 12:00	VC
MT129	1305	Azhar Abdullah Kadem Al Salam	Sun; 16:00 to 18:00	VC - Link
MT129	1306	Azhar Abdullah Kadem Al Salam	Mon; 16:00 to 18:00	VC - Link
MT129	1307	Azhar Abdullah Kadem Al Salam	Tue; 16:00 to 18:00	VC - Link
MT129	1308	Azhar Abdullah Kadem Al Salam	Wed; 10:00 to 12:00	VC - Link
MT129	1309	Azhar Abdullah Kadem Al Salam	Mon; 10:00 to 12:00	VC - Link
MT129	1310	Noof Abdulaziz Meskin Alansari	Tue; 12:00 to 14:00	VC - Link
MT129	1311	Noof Abdulaziz Meskin Alansari	Tue; 10:00 to 12:00	VC - Link
MT129	1312	Mohammad Wasef Marashdeh	Mon; 16:00 to 18:00	VC - Link
MT129	1313	Mohammad Wasef Marashdeh	Wed; 18:00 to 20:00	VC - Link
MT129	2101	Noof Abdulaziz Meskin Alansari	Sun; 10:00 to 12:00	F302 - 3rd Floor
MT129	2102	Noof Abdulaziz Meskin Alansari	Mon; 10:00 to 12:00	F102 - 1st Floor
MT129	2201	Mohammad Alshanti	Tue; 14:00 to 16:00	M210 - 2nd Floor
MT129	2202	Mohammad Alshanti	Tue; 12:00 to 14:00	M207 - 2nd Floor
MT129	101	Suha Al Shaikh	Tue; 10:00 to 12:00	DF-202
MT129	102	Suha Al Shaikh	Wed; 12:00 to 14:00	DF-202
MT129	1201	Ahmed Abdelwahab Rakha	Wed; 14:00 to 16:00	DM-202
MT129	1301	Ahmed Abdelwahab Rakha	Mon; 16:00 to 18:00	VC - Link

Quizzes

If the course coordinator offers a quiz on the course page, the quiz can be accessed and performed as follows:

- 1- Log in to the LMS.
- 2- Go to the course page by choosing the course from the list of registered courses “My Courses”.
- 3- On the course page, click on the quiz link to be moved to the quiz page.



On the quiz page, information related to this quiz appears, such as the number of "Attempts allowed", as well as the time of opening and closing the quiz and the time allowed to perform the quiz.

A230B FIRST QUIZ Summer 20-21

Attempts allowed: 1

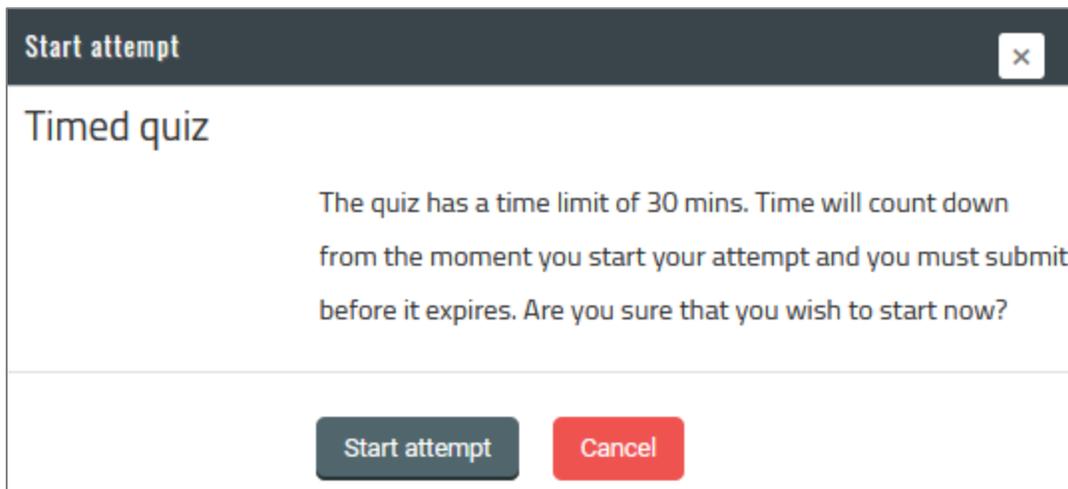
This quiz opened at Thursday, 10 June 2021, 8:00 PM

This quiz will close on Sunday, 20 June 2021, 9:00 PM.

Time limit: 9 mins

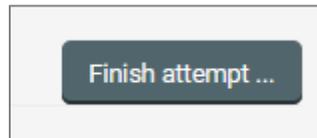
[Attempt quiz now](#)

To start the quiz, click on "Attempt quiz now" button.

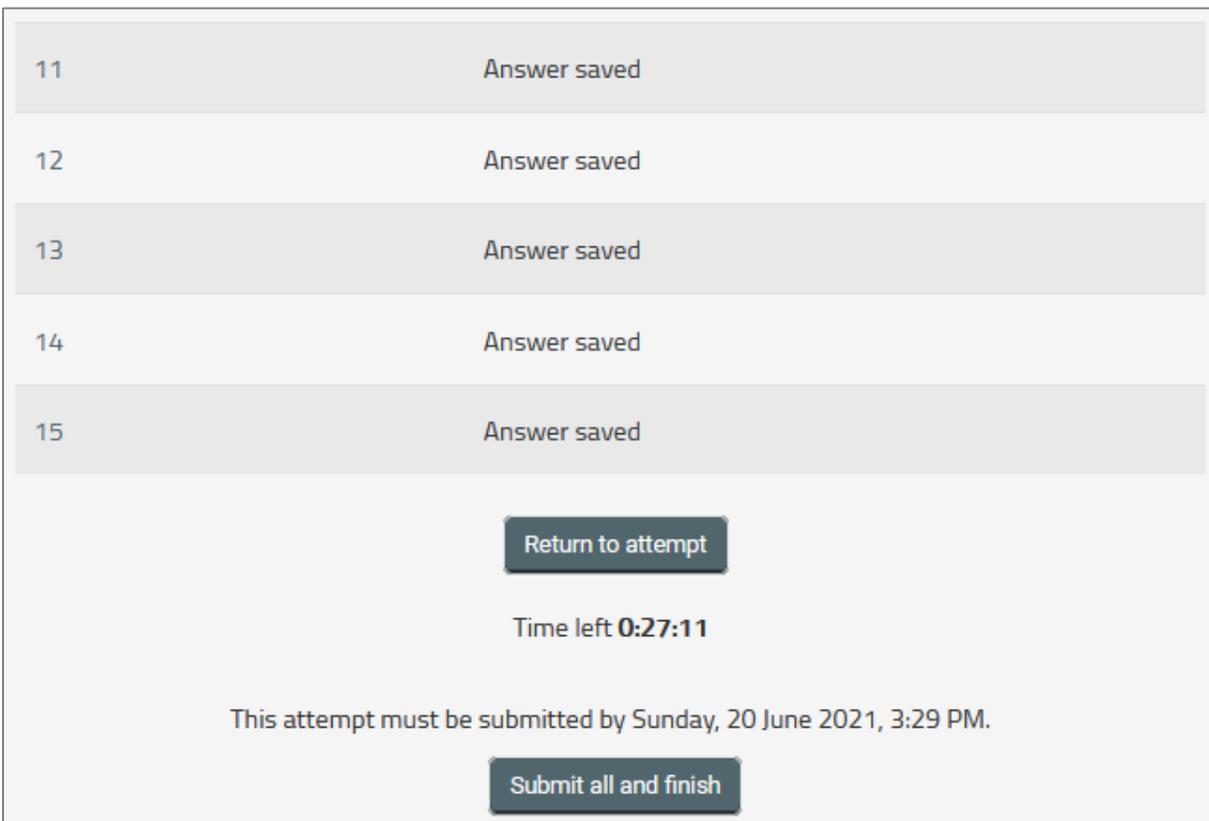


Then click on "Start attempt" button to start the quiz.

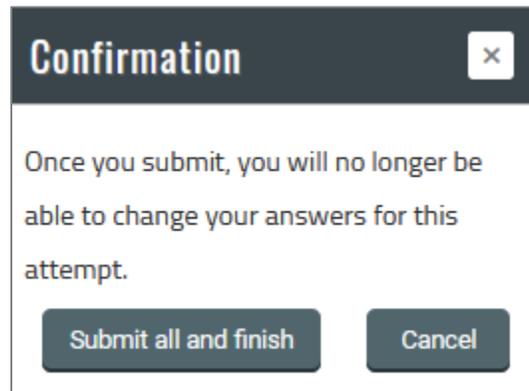
After solving the quiz questions, click on the "Finish attempt" button at the bottom of the quiz page.



You will be moved to the next page to preview the summary of the attempt and the status of the answer to each question.



- To go back to try again, click on "Return to attempt" button, and to return to a specific question, click on the question number.
- To submit the quiz, click on "Submit all and finish" button at the bottom of the page, and the following confirmation message will appear:



Click "Submit all and finish" button to complete the quiz submission and be moved to the next page.

Summary of your previous attempts

State	Grade / 15.0	Review
Finished Submitted Thursday, 17 June 2021, 12:25 PM	12.0	Not permitted

Your final grade for this quiz is 12.0/15.0.

No more attempts are allowed

On this page is a summary of the quiz attempt, the quiz status and the date of its submission, from which it can be ensured that the quiz was performed and submitted correctly.

LMS Blocks

LMS block is a square that loads in the right-hand or left-hand side of the page.

The blocks provide a system service or show information, such as the "AOU Courses" block through which the e-book can be accessed, and the "People" block that displays the course participants (coordinator, the teacher and the students).

The screenshot displays three LMS blocks on the left side of a page:

- Quickmail:** A light blue block containing options like "Compose Course Message", "View Drafts", "View Scheduled", "View Sent Messages", and "My Signatures".
- AOU Courses:** A light blue block with a header "AOU Courses" and a sub-header "Centralize Course Content". It features an image of a laptop with "CLMS" on the screen.
- People:** A light blue block with a header "People" and sub-sections for "Teacher" (listing "39351 Mohammad Alsafi") and "Participants" (with a note: "Viewing the participants list is prohibited in this course").

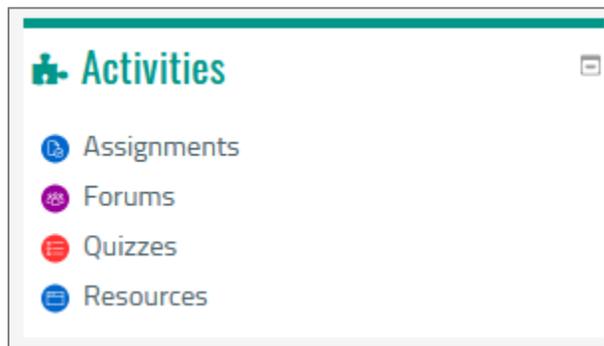
The main content area on the right shows a "General" section with Arabic text and a list of course sections. A yellow callout box with red text says: "كل مربع يسمى كتلة (Block) Each squar called block". A red arrow points from this callout to the AOU Courses block.

In the following, we will review the most important blocks in the LMS.

Activities

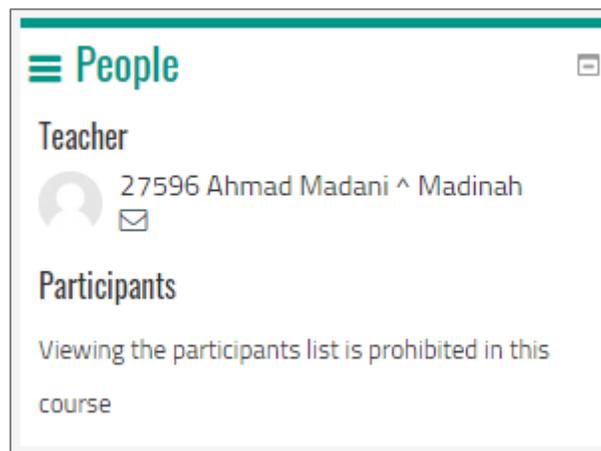
"**Activities**" block displayed on the left-hand side of the course page provides quick access to the following course activities:

- **Assignments:** Display all the assignments for this course on a separate page.
- **Forums:** Display all forums for this course on a separate page.
- **Quizzes:** Display all quizzes for this course on a separate page.
- **Resources:** Display all course materials on a separate page.



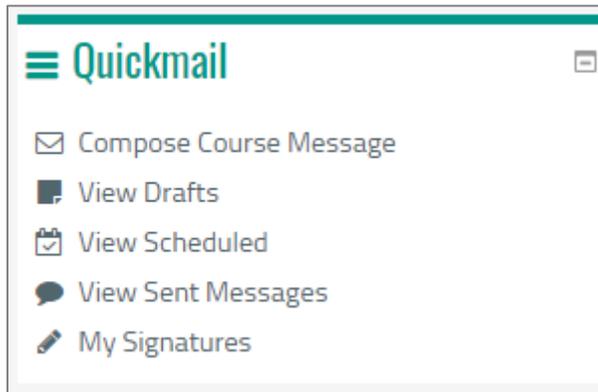
People

The "**People**" block displayed on the left-hand side of the course page allows you to see the course coordinator and your fellow students from the same section (if allowed), with the ability to send messages to them through the system.



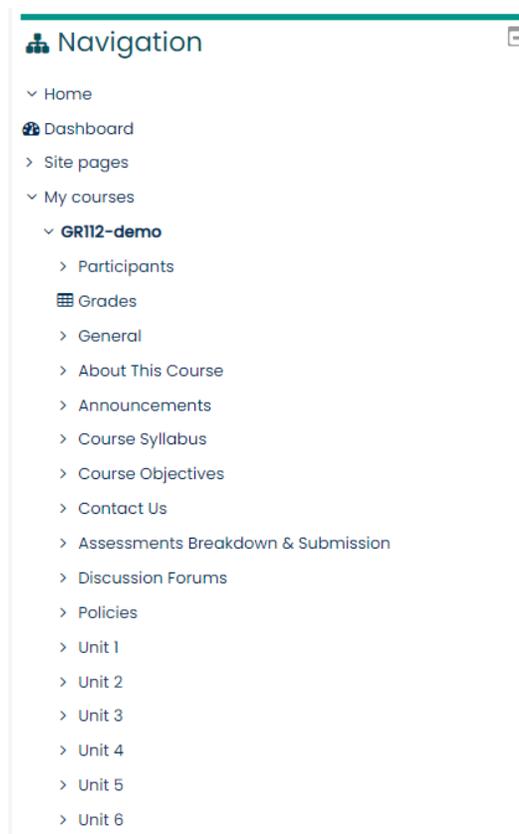
Quickmail

The "**Quickmail**" block displayed on the left-hand side of the course page allows you to communicate with the course coordinator and tutor as well as your fellow students in the same course by sending messages to them through the system.



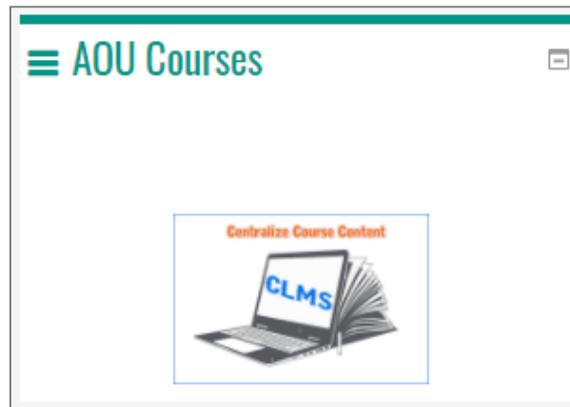
Navigation

Through this block, you can move to any part of the course, or move to another course of your registered courses.



Access to E-Book

- 1- Log in to the LMS.
- 2- Go to the course page by choosing the course from the list of registered courses “My Courses”.
- 3- Go to the "AOU Courses" block from the left-hand side of the course page, through which you can access the e-book.



4. Click on “CLMS” icon to be moved to the course page on the central learning management system.

[GT101] Learning and Information Technology / [TU170] Computing Essentials

[Home](#) / [My courses](#) / [Information Technology](#) / [\[GT101\] Learning and Information Technology / \[TU170\] Computing Essentials](#)

General

Your progress ?

McGraw-Hill AAIRS

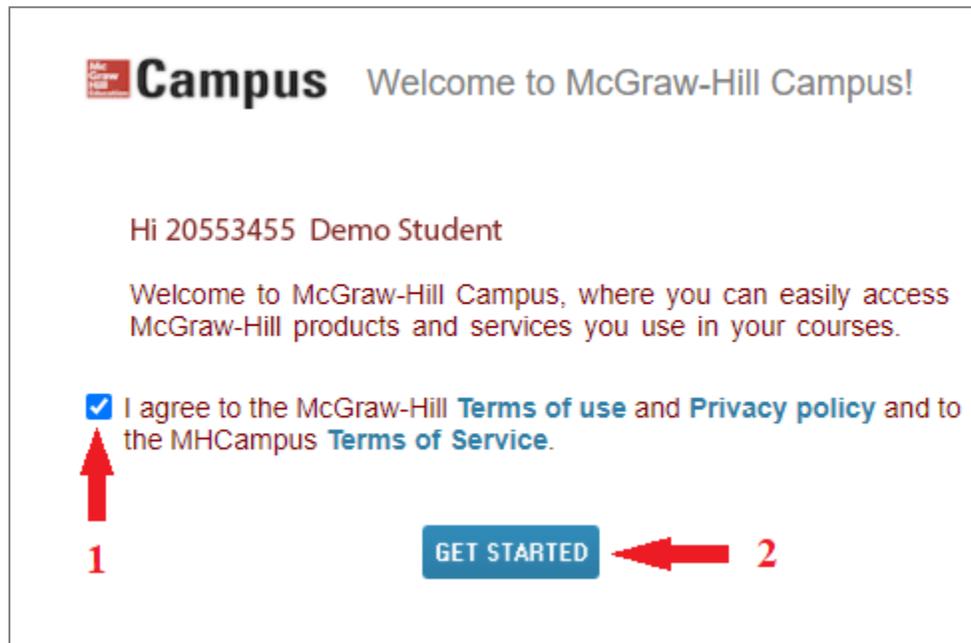
 McGraw-Hill Campus 

Calendar

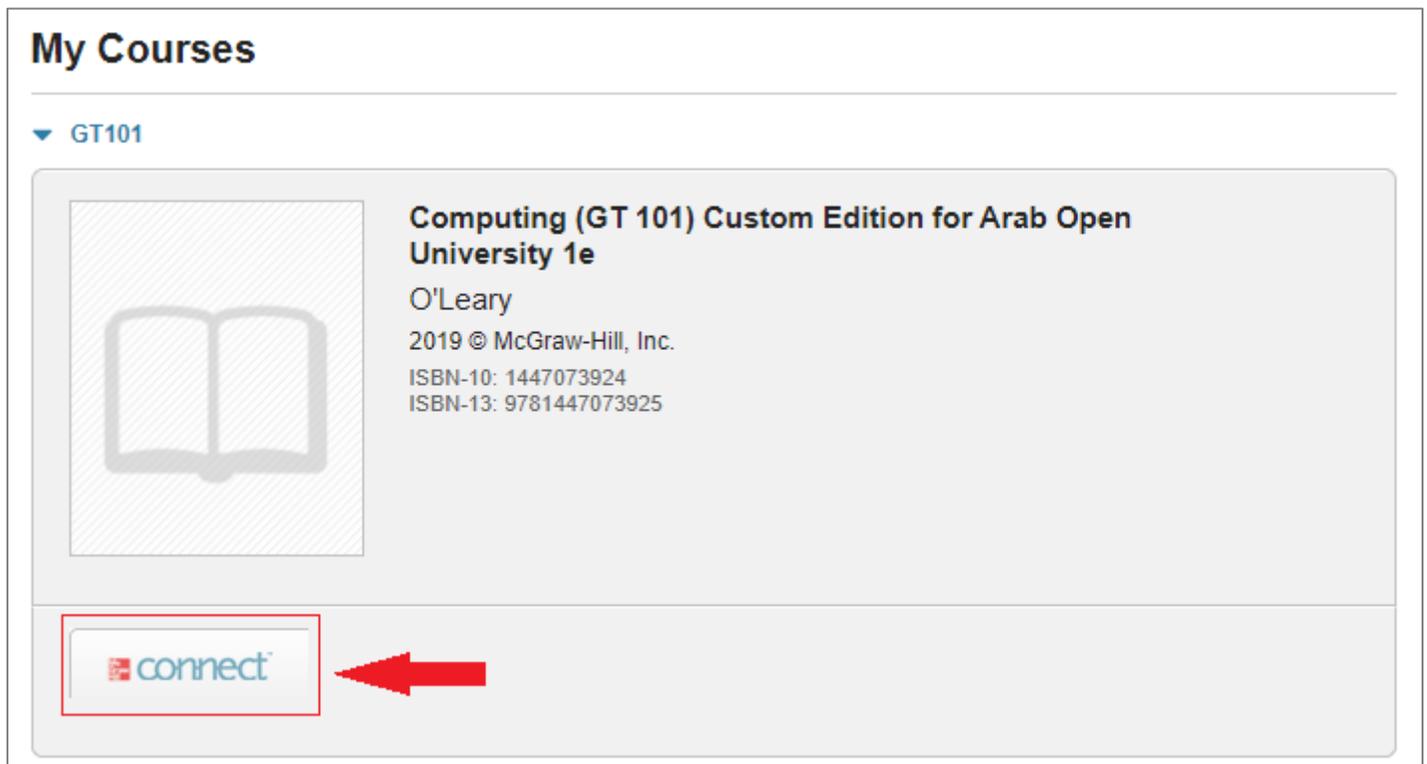
June 2021

Sat	Sun	Mon	Tue	Wed	Thu	Fri
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

- 5- Click on the "McGraw-Hill Campus" link to be moved to the e-book website.
(If you log in for the first time, the following screen will be displayed):



6. Agree to the terms, then click the "GET STARTED" button to be moved to the next page.



7. Click on the "connect" button to be moved to the next page.

Digital Access to: Connect



O'Leary: Computing (GT 101), Custom Edition for Arab Open University
1ST EDITION, © 2019
By Timothy O'Leary
ISBN:1447073924

Component Products: LearnSmart

Access:Your access to this product will expire in 11 months 3 weeks and 4 days from today on Jun 15th

CONFIRM **CANCEL**

8. Click on the "CONFIRM" button to be moved to the next page.

Assignment list 

Groups [Expand all](#) | [Collapse all](#) **Due Date** **Status** **Attempts Remaining**

▶ [Activities for KSA Branch](#)

Section info

 **Instructor**
GCC GT101

 **eBook**
Computing (GT 101),
Custom Edition for
Arab Open University
Timothy O Leary, 1e



9. Click on the e-book link to be moved to the e-book page.

☰

Table of Contents

Reports

Settings

Help

← Leave SmartBook

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[Terms](#) [Privacy](#)

Assignments **Self Study**

Computer Science - Computing (GT 101), Custom Edition for Arab Open University

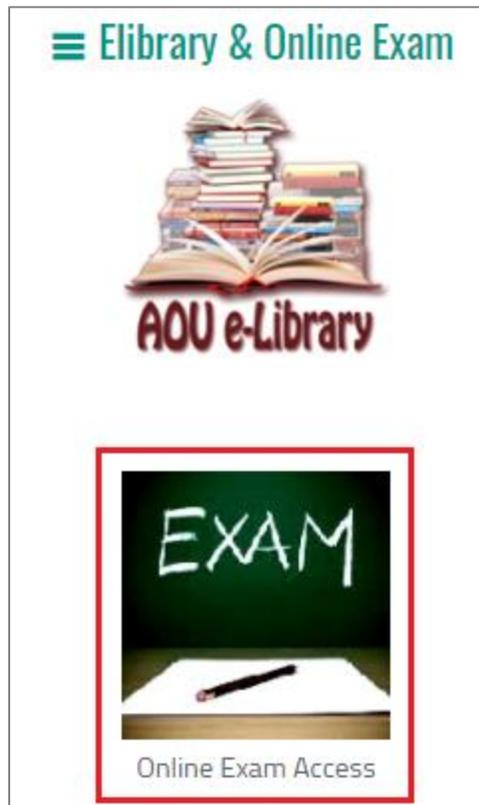
1	Information Technology,...	Self Study	➤
2	The Internet, the Web, and...	Self Study	➤
3	Technology and...	Self Study	➤
4	Communicating in...	Self Study	➤
5	Become a Critical Think...	Self Study	➤
6	Excel at Taking Tests	Self Study	➤
7	Application Software	Self Study	➤
8	System Software	Self Study	➤

Access to Online Exams

Some university courses, such as general courses and intensive courses, have computerized (online) exams, and the method of accessing these exams differs from the regular exams that are offered on the course page on the LMS.

To access the computerized exams, whether they are midterm or final, follow these steps:

- 1- Log in to the LMS.
- 2- From the homepage of the system, go to the "Elibrary & Online Exam" block, and then click on the icon for the computerized exams "Online Exam Access".



You will be moved to the online exams system to find a page with your registered courses that have online exams.

Course overview



English Language ⋮
[\[EL099\] English Orientation Program](#)



Education ⋮
[\[GR101\] Self Learning Skills](#)



Education ⋮
[\[GR111\] Arab and Islamic Civilization](#)

Click on the course link you want to test, to be moved to the course page, and from there click on the required exam, whether it is a mid-term or final exam.

[GR101] Self Learning Skills

Dashboard / My courses / Education / [GR101] Self Learning Skills

Announcements

GR101 Final Exam الامتحان النهائي

Topic 1

You will be moved to the exam page, from which you read the exam instructions and start taking the exam.

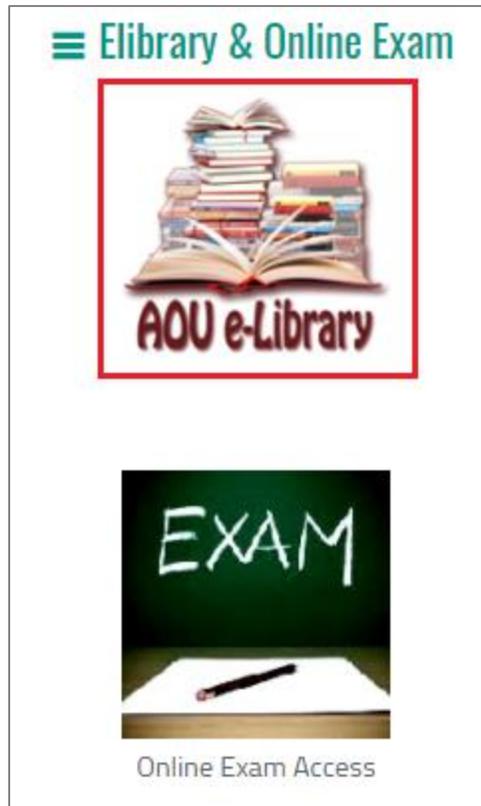
If the exam is held in university campus, then you can only take the exam from the computer lab because the exam has a password and the proctor enters it.

The method of performing the online exam is the same as the method of performing the regular quiz offered on the course page, which was explained before ([click here to move to that part](#)).

Access to E-library

To access the e-library, follow these steps:

- 1- Log in to the LMS.
- 2- From the LMS homepage, go to the "ELibrary & Online Exam" block, and then click on the e-library icon "AOU e-Library".

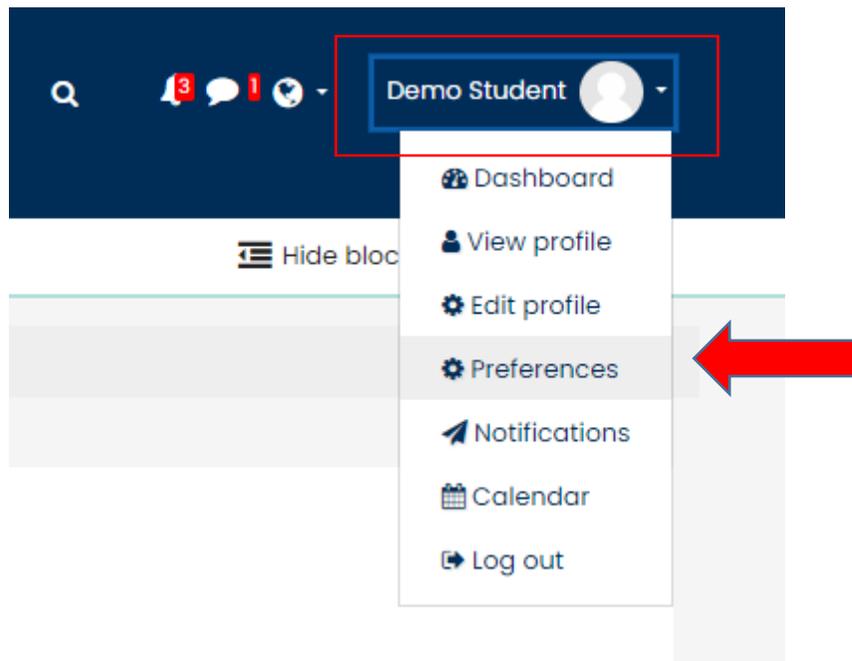


You will be moved to the e-library website and automatically logged in to it, and you can now benefit from the multiple resources available in the e-library.

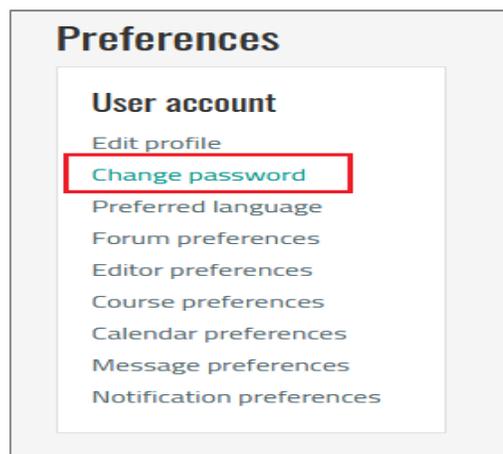
Change LMS Password

In the event that you need to change the current password of your account on the LMS, follow these steps:

- 1- Log in to the LMS.
- 2- From the LMS homepage, and at the top right corner of the page, click on your university ID or your name, a drop-down list will be displayed, from which click on the "Preferences" option.



You will be moved to the Preferences page, and from the user account menu, click on "Change password" option.



You will be moved to the change password webpage.

Change password

Username 20553455

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as as *, -, or #

Current password  1

New password  2

 3

New password (again)

4

Enter the current password in the first field, then type a new password in the second field, then retype the new password in the third field to confirm, then click on the "Save changes" button.

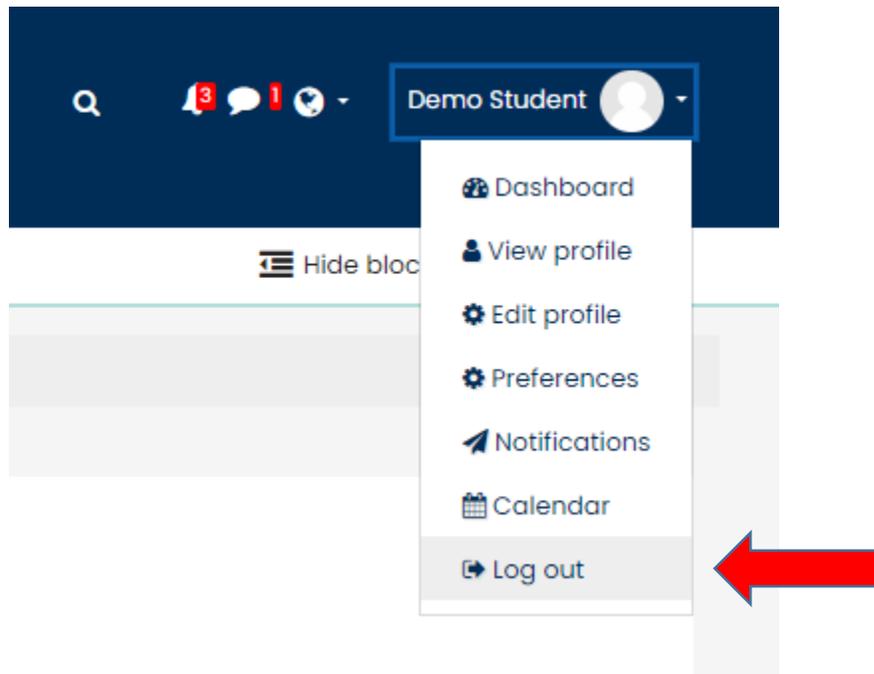
The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as as *, & , # , @ , \$ or %.

Log out of the LMS

When you finish your work on the LMS, you must log out in case the login is from a computer other than your personal device, such as laboratory device at the university campus, in order to keep the confidentiality of your account secret.

To log out, follow these steps:

- 1- From the LMS homepage, and at the top right corner of the page, click on your university ID or your name, a drop-down list will be displayed.
- 2- From the drop-down list, click on "Log out" option.



Thank you

Prepared by :

*Information Technology Department
Arab Open University
Kingdom of Saudi Arabia*

