

Kings Park Volunteer Guides – Training Course 2026

How to use Moodle

How to access Moodle from home:

1. Enter <https://kpguides.gnomio.com> into your browser; the Moodle Home Page will appear.
2. Click on 'Log in' in the top RH corner
3. Enter your username as given to you by Del (note: all lower-case letters)
4. Enter the Password: Moodle#123 (note: capital M)
5. Your own Moodle Home page will now appear

Resource Centre (all documentation will be stored in here)

1. On the right-hand side of your home page, you will see an arrow, pointing inwards, click on this and the Resource Centre block will appear. (Note: the Resource Centre may appear automatically)
2. Click on 2026 Training
3. Unit folders will appear, click on the relevant unit
4. Inside this folder you will find all the documents relating to the presentations for that unit as well as any other relevant administrative documents.
5. If you prefer to have a hard copy of a document (and you have a printer), simply double click on the required file (document) and select your printer.

Below the photo of Kings Park, you will see a heading: 'Available courses'

The quizzes under this heading are the Training Course quizzes.

Scroll down to find the Unit quiz allocated for your Homework.

Important notes when doing a quiz

1. If you start a quiz and do not have time to finish it, click on 'Finish Attempt', this saves your work for you to return to later. **If you do not do this, you will lose your work after a certain amount of time.**
Once you are completely satisfied that you have finished your quiz, click on 'Finish Attempt' and then on 'Submit and Finish' This will bring up the results page. After checking through your scores, click on 'Finish Review'.
2. To Log Out, click on your profile icon in the top right-hand corner of your home page and scroll down to click on 'Log out'.
3. All quizzes are available until the end of 2031 and **may be attempted as often as you like.**
4. If a number is required, use the numeral not the word eg: 3 not 'three'; 25 not 25th.
5. Do not use any hyphens between words eg: eye contact, not eye-contact.
6. In Multiple choice questions be sure to read the question carefully to find out how many answers are required. eg: select 4 correct statements. **Tip:** you may also get a clue from the scoring
7. Some questions will have a blank to be filled in ie: with no drag & drop or drop-down menu – this is where you put in your own answer.
8. Labelling an image question will only be scored as correct, partially correct or incorrect – you will need to work out which answers are incorrect yourself by research or trial and error.
9. The correct answers are displayed in a cream or pink coloured box under the question, however for **one question type this box is not displayed. In this case, if you have made a mistake on this question, you will need to hover the cursor over the red cross to see the correct answer.**

If you have any questions, please contact Del Nistelberger
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