

Notifications

You can notify course participants in different ways.

In the [Forum](#) „**Announcements**“ or in a general forum everyone in the course room can read along. Personal messages ✉ can be sent to single or multiple people. To be distinguished from this are notifications 🔔 that are triggered by events, e.g. by new posts in the forum.

Send notification

This is how you can send a ✉ message to course participants:

1. In your course, go to „**Participants**“ in the navigation.
2. Select the relevant participants.
3. At the bottom of the window: „**With selected users...**“ select „**Send a message**“ in the drop-down menu.
4. Enter your message and confirm with „**Send message to (number) people**“.

The screenshot shows the 'Enrolled users' page in Moodle. At the top, there are tabs for 'Enrolled users' and 'Enrol users'. Below the tabs, there's a search bar with 'Match Any' and 'Select'. A '+ Add condition' button is on the left, and 'Clear filters' and 'Apply filters' buttons are on the right. Below the search bar, it says '2 participants found'. On the left, there are filters for 'First name' and 'Last name', both set to 'All'. A dropdown menu is open, showing options: 'Choose...', 'Send a message', 'Download table data as' (with sub-options: Comma separated values (.csv), Microsoft Excel (.xlsx), HTML table, Javascript Object Notation (.json), OpenDocument (.ods), Portable Document Format (.pdf)), 'Manual enrolments' (with sub-options: Edit selected user enrolments, Delete selected user enrolments), and 'Self enrolment' (with sub-options: Edit selected user enrolments, Delete selected user enrolments). Below the dropdown, there's a 'With selected users...' section with a 'Choose...' dropdown and a 'Send mail' button. The main table lists two participants: 'Maziyar A.' (ID 030757, Teacher role, No groups) and 'Maziyar A.' (ID 2868, Student role, Group A). Both are marked as 'Active'. At the bottom right, there are 'Enrol users', 'Send mail', and 'Help' buttons.

More about messaging on moodle.org.

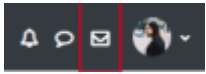
Notifications

Notifications 🔔 are triggered automatically and inform teachers, students and other users about events in Moodle, such as new forum posts or assignment submissions that need to be assessed. New notifications are displayed at the top right of the user menu with a number on the bell, new messages with a number on the message icon. Note that the number indicates the number of people who have sent you new personal messages and not the current number of new messages. You can set how you want to be informed about new notifications.

More about notifications on moodle.org.

Moodle "Mail"

"**Mail**" is an extension of Moodle. With "**Mail**", course-related messages can be sent to participants in Moodle. You can access it in the top menu bar next to the profile settings via the envelope icon.



From:

<https://lms-wiki.jade-hs.de/> - LMS-Wiki

Permanent link:

<https://lms-wiki.jade-hs.de/en/moodle/course/messages/start>

Last update: **2024/05/28 15:58**

