

A new semester term

At the start of the new semester, instructors have two options: They can continue to use their Moodle course room or prepare a new course room.

Elements from the previous course room can be [imported](#) into the new course room.

Option 1: Continue using your course room

You want to continue using your course room as it is. You save students' work results in a decentralized location beforehand, if required. The students are logged out of the course room. Then the function „Reset“ is correct.

1. Save students' work results, if needed
2. Reset course room

Removes users with their data (test and voting results, submissions, forum/wiki/glossary contributions, save before if needed!) from the course room.

- [Update course name](#)
- Update course names (long and short version): „Veranstaltung WiSe21/Dozent“ and enter new start date.
- Set new [Enrollment key](#) if needed

Variant 2: Re-order course room

The current course room should continue to be available to students. Therefore you order a new course room. You can import the previous content into the new course and revise it.

- [Course order](#) in Moodle (Login)
- Optional: Import content from previous course
- Optional: Hide old course room: course settings > option „Visible“ to „Hide“.
- Optional: Mark for deletion: Prefix XXX in course room name: „XXX-Veranstaltung SoSe21/Dozent_in“.

Reset course



Once done, „Reset“ cannot be undone

Prerequisite: You are registered with role „Teacher“ in the course room. You must not (additionally) have the role „Student“.

1. click the gear in the upper right corner (the **Settings** menu will open) and select **Reset**: Reset

Course overview will be displayed.

2. select the „Select Default“ button (at the bottom of the page).

3. click the **Reset Course** button. You will see a summary of your selection, such as how many users will be logged out of the course.

4. **The next step cannot be undone!**. Click **Next** to finally reset the course.

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