

## *Instruction – solutions used for distance learning course management system based on Moodle CRM*

The Latvian Rural Advisory and Training Centre Ltd. has been implementing distance learning, developing e-learning study courses and it is actively involved in the distance teaching process since 2008.

The e-learning course management system helps organize learning processes on a daily basis, while allowing us to update and create learning materials remotely. Thus the collaboration between the users and course developers is managed in a unified system.

The existence of such a course management system allows one to achieve the goals set for different types of study courses and to promote independent and structured acquisition of knowledge.

Support for the opportunity to implement international cooperation projects is also provided by creating remotely accessible learning aids.



LATVIJAS LAUKU  
KONSULTĀCIJU UN  
IZGLĪTĪBAS CENTRS

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PIESLĒGTIES

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Kursu kategorijas: Mežsaimniecība / Enerģētiskās koksnes ieguve meža apsaimniekošanas procesā

**Enerģētiskās koksnes ieguve meža apsaimniekošanas procesā**  
 Apmācību programma ir izstrādāta projekta Baltic ForBio ietvaros.  
 1. Apmācību programma meža īpašniekiem  
 2. Apmācību programma uzņēmējiem, kuri ir iesaistīti mežsaimniecības nozarē  
 Baltic ForBio ir ES finansēts projekts, lai palielinātu atjaunojamās enerģijas ražošanu, uzlabotu valsts iestāžu un attiecīgo organizāciju institucionālās spējas, kā arī lai veicinātu mežizstrādi un ciršanas atlieku izmantošanu.  
 Projektā iesaistītās valstis: Igaunija, Somija, Vācija, Latvija, Lietuva, Zviedrija.

Iestatījumi  
 Kategorija: Enerģētiskās koksnes ieguve meža apsaimniekošanas procesā  
 Globālās grupas

Interreg  
Baltic Sea Region  
 EUROPEAN  
REGIONAL  
DEVELOPMENT  
FUND  
 Baltic ForBio

Figure 1. Distance learning platforms view with training programs “Energy wood harvest in the forest management process.”

## Technical solutions

To ensure such a flexible learning approach, a distance learning course management system based on Moodle CRM has been developed. (Version 3.8).

The word MOODLE is an English acronym for "Modular Object-Oriented Dynamic Learning Environment".

Most often and recently MOODLE has been described as an e-learning environment, but such descriptions as: an e-learning platform, learning management system and course management system are also used.

The use of this platform provides the necessary technical solutions for performing the e-learning environment functions.

The system is installed and configured according to its technical requirements and intended load. A technical specialist has been involved in the evaluation and development of the system.

More detailed information about the management system of these courses is available on the official website: <https://moodle.org/>

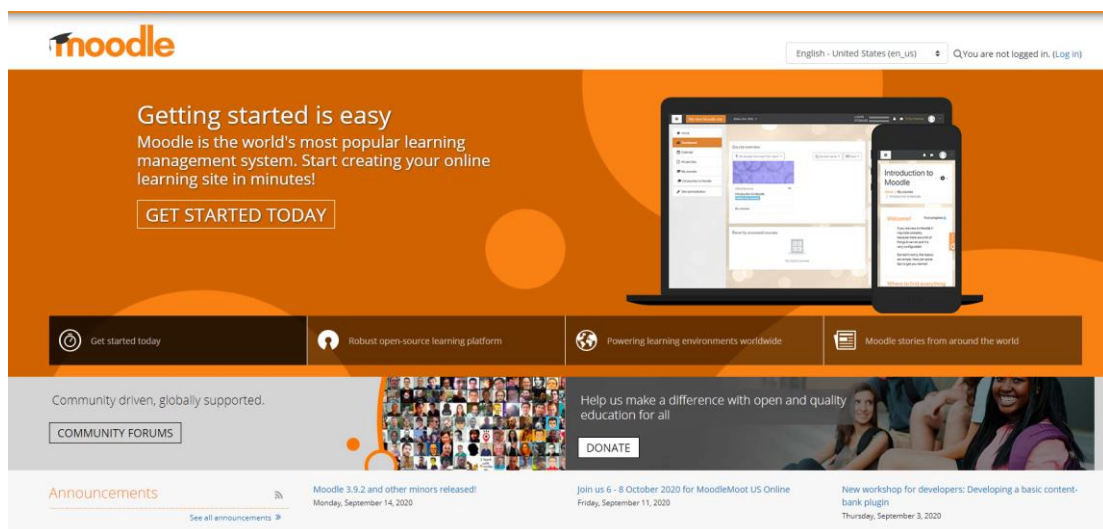


Figure 2. Moodle.org web page

## Design

The design development is based on the visual identity manual of the Latvian Rural Advisory and Training Centre Ltd. The design elements are based on the instructions from the guidelines for the use of colours, logo and text fonts.

The functional side of the design is intended to be modular with the possibility to enable the display and layout of the structural elements of the system. The design should function without disrupting the smooth operation of the Moodle CRM course management system.

More information about the logo and visual identity is available in the appendix:

LLKC-ZIMOLS\_kopsavilkums.pdf → LRATC-LOGO\_summary.pdf/

**Table 1.** Graphic identity elements of the Latvian Rural Advisory and Training Centre

LLKC ZĪMOLS KRĀSĀS	LOGO IN COLOUR
VISAS VERSIJAS LIETOŠANAI	ALL VERSIONS FOR USE
Visas LLKC zīmola versijas krāsās ir lietojamas četrās versijās	All LRATC logo versions in colours are used in four version
<p>PILNKRĀSU (2 toņi)</p> <p>Pamattonis sūnu tumši zaļš – Krītpapīram PANTONE 5753 C, C 42; M 16; Y 80; K 58; / R 94; G 103; B 56</p> <p>Nekrītotam papīram - PANTONE 581 U C 25; M 15; Y 92; K 42; / R 120; G 117; B 74;</p> <p>Otrais tonis A zelts 873 vai B variants Krītpapīram PANTONE 465 C C 9; M 29; Y 66; K 24; / R185; G 151; B 91</p> <p>Nekrītotam papīram PANTONE 7551 U G 134; B 67; C 7; M 26; Y 98; K 18; / R 174; G 134; B</p>	<p>FULL COLOUR (2 shades)</p> <p>Base tone moss dark green - for chalk paper PANTONE 5753 C C42 C 42; M 16; Y 80; K 58; / R 94; G; 103; B 56;</p> <p>For non chalk paper - PANTONE 581 U; C25; M15; Y 92; K 42/ R 120; G 117; B74;</p> <p>Second tone A golden 873 or B variant For chalk paper PANTONE 465 C C 9; M 29; Y 66; K 24; R 185; G 151; B91</p> <p>For non chalk paper - PANTONE 7551 U G 134; B 67; C 7; M 26; Y 98; K 18; / R 174; G 134; B</p>

## Structure

### Title page

The schematic representation or display shows a modular approach of the page elements and the layout can be changed as needed.

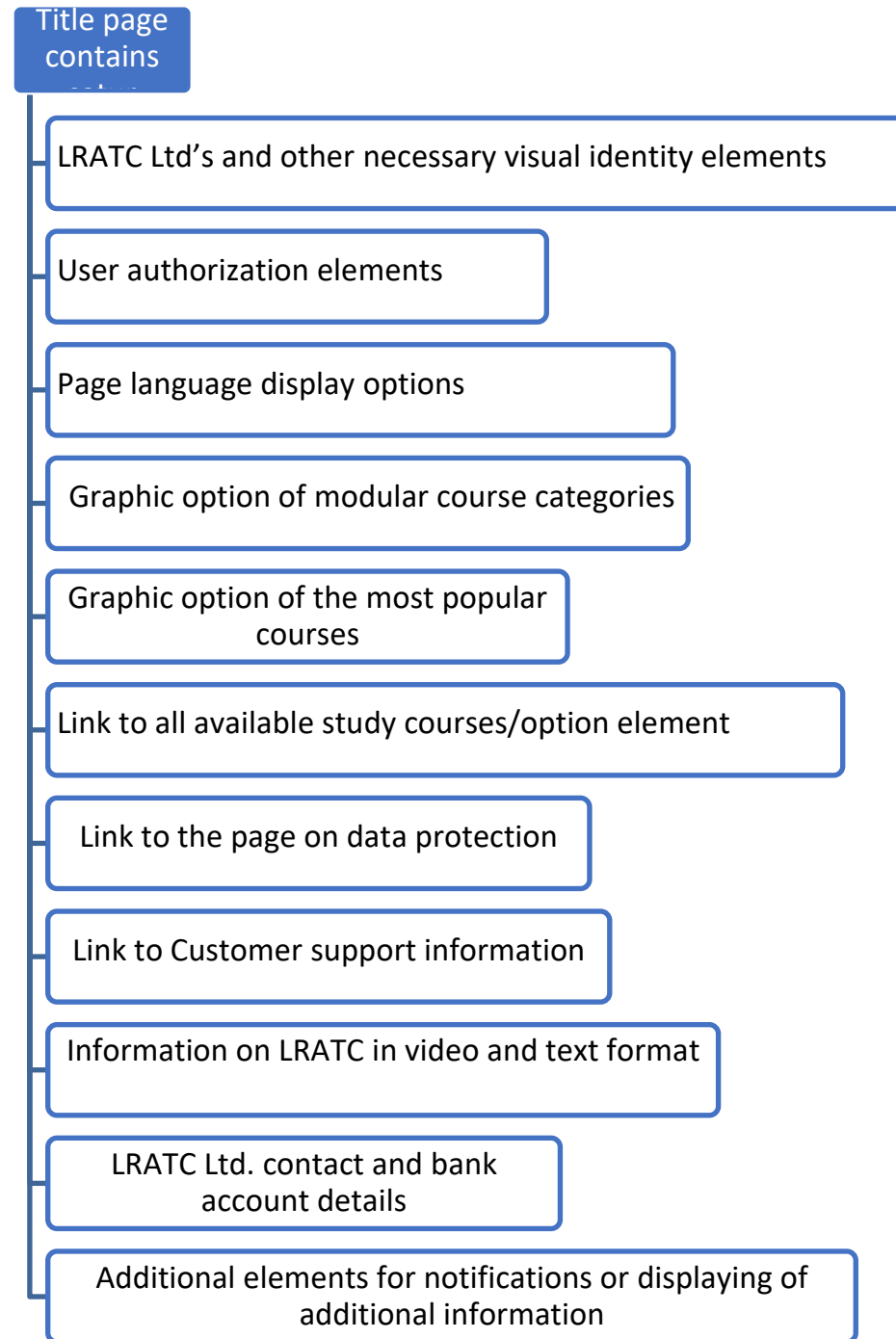


Figure 3. Title page contain

## Course categories / fields

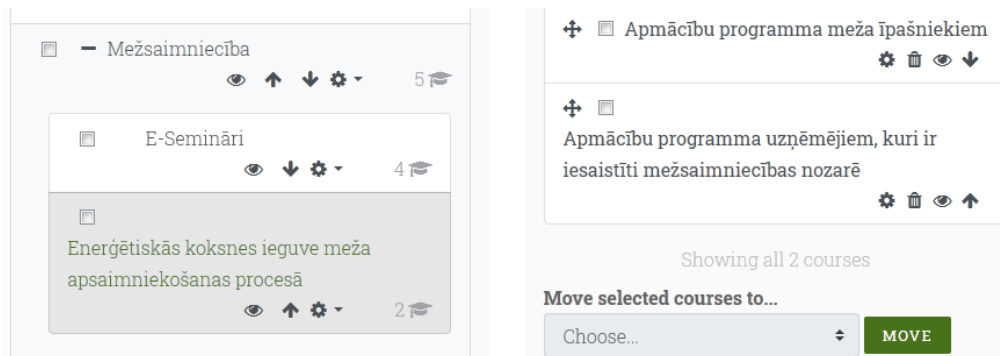






Figure 4. Course category development opportunities

Category description is submitted by the specialist in charge of the respective field or by the course developer.

Category name 

Category ID number 

Description

**Enerģētiskās koksnes ieguve meža apsaimniekošanas procesā**

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2. Apmācību programma uzņēmējiem, kuri ir iesaistīti mežsaimniecības nozarē

Baltic ForBio ir ES finansēts projekts, lai palielinātu atjaunojamās enerģijas

Force theme

**SAVE CHANGES** **CANCEL**

Figure 5. Opportunities to add text description and graphic elements.

## Courses

### Pievienot jaunu kursu



► Izvērst visu

Vispārēji	
Pilnais nosaukums	<input type="text"/>
Kursa īsais nosaukums	<input type="text"/>
Kursa kategorija	Mežsaimniecība / Enerģētiskās koksnes ieguve meža apsaimniekošanas proces
Kursa redzamība	Rādīt

Figure 6. Opportunity of adding description and graphic elements

Course management: Apmācību programma meža īpašniekiem

Aktivitātes	Jautājumu banka	Kurss	Studenti
Custom certificates	Jautājumu banka	Ieslēgt rediģēšanu	Vērtējumi
Resursi	Jautājumu kategorija	Rediģēt kursa iestatījumus	Dalībnieki
	Importēt	Kursa izpilde	Grupas
	Eksportēt	Kompetences	Reģistrācijas metodes
		Kursa administrēšana	<b>Atskaides</b>
	<b>Žetoni</b>	Attīrīt	Aktivitātes izpilde
	Pārvaldīt žetonus	Dublējums	Kursa izpilde
	Pievienot jaunu žetonu	Atjaunot	Žurnāli
		Importēt	Live logs
		Recycle bin	Course participation
		Filtri	Aktivitātes
		Event monitoring	
		Vairāk...	

Figure 7. Course management and user policy organization

- Adding course materials and files
- Adding interactive study objects and standard tests

The course description is submitted to the course management system administration by the developer of the respective course or the specialist in charge.

The course description contains information that, in the opinion of the course developer or the specialist in charge, seems to be necessary for the acquisition of the course.

The course management system administration provides technical support to course developers and participants.

## Course materials

Technical solutions:

- Providing testing opportunities for course participants
- Providing access after determining the performance criteria
- Providing opportunities for course developers and specialists in charge to use the tools for developing training materials provided by Moodle CRM.

The administration of the course management system provides technical support to course developers and users of training course materials.

### Jauna objekta Tests pievienošana

► Izvērst visu

Vispārēji

Nosaukums

Apraksts

1

A

B

I

☐ Parādīt aprakstu kursa lapā

Sinhronizēšana

Atvērt testu

30

September

2020

15

02

Iespējot

Slēgt testu

30

September

2020

15

02

Iespējot

Laika ierobežojums

0

minūtes

Iespējot

Kad beidzas laiks

Atvērtie mēģinājumi tiks iesniegti automātiski

Figure 8. Technical solution – new object adding options

## User authorization opportunities

Making use of the opportunity of applying authorization options provided by Moodle CRM and supplementing them with

- Provision of Google account authorization option
- Provision of Latvija.lv authorization option
- Ensuring independent restoration of user authorization data (password recovery)

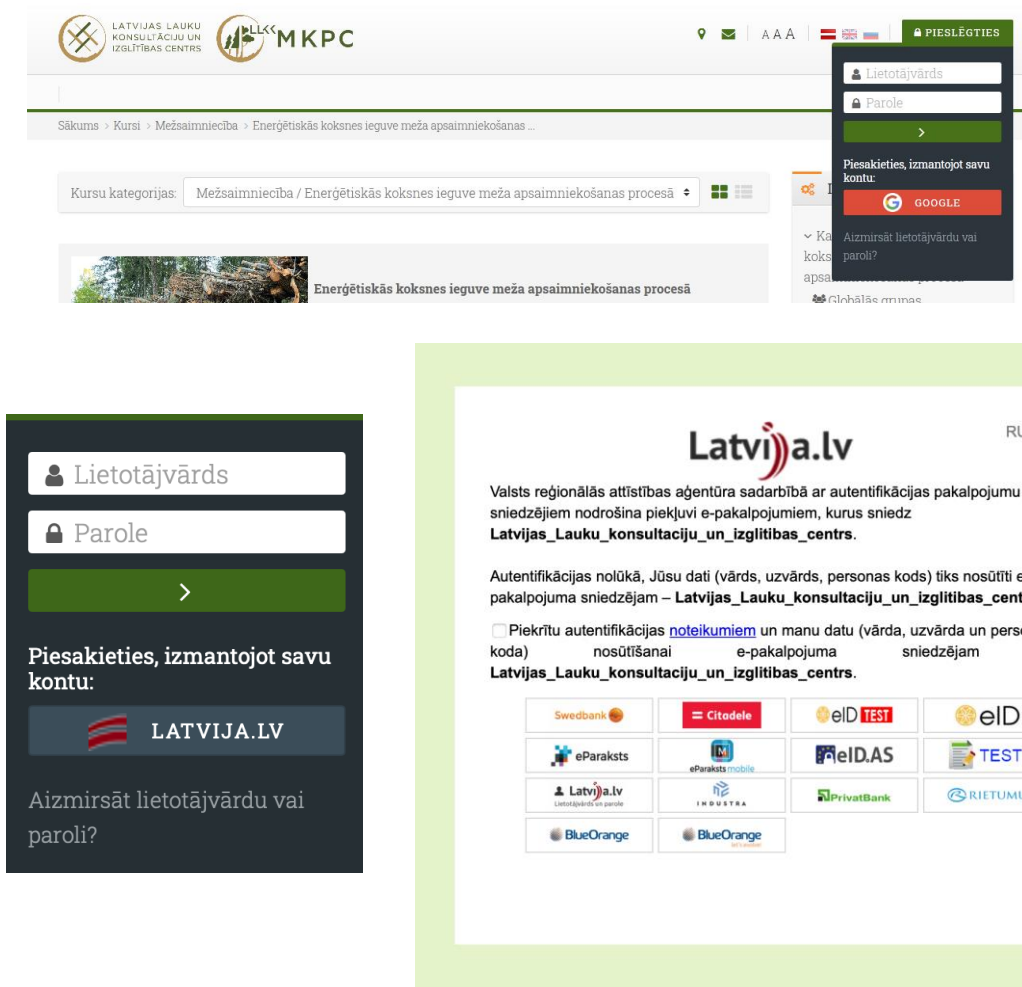


Figure 9. User authorization opportunities



## Users and courses - statistics

- Provision of user learning activity statistics
- Statistics on the access to and acquisition of course materials

Apmācību programma meža īj	Artis Misiņš	Visas dienas
Visas aktivitātes	Skatīt	Visi avoti
Visi notikumi	IEGŪT ŠOS ŽURNĀLUS	


Laiks	Skartais		Notikuma konteksts	Komponents	Notikuma		Izcelsme	IP adrese
	Lietotājs	lietotājs			nosaukums	Apraksts		
2020. gada 28. September, 10:26	Artis Misiņš	-	Kurss: Apmācību programma meža īpašniekiem	Pamatsistēma	Kurss apskatīts	The user with id '4358' viewed the course with id '52'.	web	80.232.160.230
2020. gada 28. September, 10:26	Artis Misiņš	-	Kurss: Apmācību programma meža īpašniekiem	Pamatsistēma	Kurss apskatīts	The user with id '4358' viewed the course with id '52'.	web	80.232.160.230
2020. gada 28. September, 10:25	Artis Misiņš	-	Kurss: Apmācību programma meža īpašniekiem	Pamatsistēma	Kurss apskatīts	The user with id '4358' viewed the course with id '52'.	web	80.232.160.230
2020. gada 28. September, 10:23	Artis Misiņš	-	Kurss: Apmācību programma meža īpašniekiem	Pamatsistēma	Kurss apskatīts	The user with id '4358' viewed the course with id '52'.	web	80.232.160.230
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Figure 10. Information about users – aim, description and IP address

## Training course and materials performance management options

Tools are available to facilitate the acquisition of learning materials through their control, performance monitoring and management of task completion conditions. Task completion control opportunities include time limits, learning progress evaluations, course time, etc.

Completion conditions are also used to implement the possibility of issuing automatic supporting documents upon the completion of the course.

[Course management](#) 

### Rediģēt kursa izpildes iestatījumus

Kursa izpilde
Noklusējuma aktivitāšu izpilde
Masveida aktivitāšu izpildes rediģēšana

▶ Izvērst visu

-
Vispārēji

Izpildes nosacījumi

Kurs ir izpildīts, kad VISI nosacījumi ir izpildīti

+

Nosacījums: Aktivitātes izpilde

+

Nosacījums: Citu kursu izpilde

+

Nosacījums: Datums

+

Nosacījums: Reģistrācijas ilgums

+

Nosacījums: Reģistrācijas pārtraukšana

+

Nosacījums: Kursa vērtējums

+

Nosacījums: Manuālā pašizpilde

+

Nosacījums: Citu manuāla izpildes marķēšana

SAGLABĀT IZMAIŅAS

ATCELT

Figure 11. Task completion control opportunities

### *Documents certifying the acquisition of the course*

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To use the opportunity of creating the document certifying the acquisition of the course according to the course material completion criteria.

The administration of the course management system technically supports, helps develop and implement the documents certifying the acquisition of the training course.

### *Compatibility*

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Ensuring interoperability/compatibility with external course and service systems. It is carried out using a modular approach of the system - different types of application plugins.

Attachments

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## **CERTIFICATE OF COMPLETION**

### **Distance Learning Administration**

**This is to certify that**

\_\_\_\_\_

has successfully completed the distance learning course  
programme developed by the Forest Advisory Service Centre of the Latvian Rural Advisory  
and Training Centre Ltd.

### **Energy Wood Harvest in the Forest Management Process for forest owners**

The training course programme within the framework of project number # R058  
“Accelerating the Production of Forest Bioenergy in the Baltic Sea Region (16 h programme)

30/09/20