1. To access your class through Moodle, go to www.dawson.edu.

2. Scroll to the black section at bottom of the page and click on Moodle.
3. Clicking on Moodle will take you to the page below.

![Moodle Home Page](image)

4. To log in to Moodle, click “Log In” in the upper right hand corner of the page.
5. You will then be taken to the page below where you can enter your username and password.

6. Your username is your last name, first initial, and the last 3 digits of your D16#. Example: smithj123. Your password is the same password as your @bucs.dawson.edu student email account. If you are unable to login with your username and password, you can also login with Google Login.
7. Once logged in, you will see the Moodle home screen. On this screen, you can see your courses, past and current, as well as eThink Student Orientation.

8. Be sure to click on eThink Student Orientation to familiarize yourself with the various features Moodle has to offer.
9. If you do not have the course menu (red column on the left hand side of the screen) open, click on the gray box with three stacked lines next to the Dawson logo to expand the course menu.

10. You can access your Moodle profile by clicking the dropdown arrow by your name in the top right hand corner of the page and choosing profile. In your profile, you can edit your information, find a list of your classes, and other miscellaneous things related to your Moodle account.
11. You may receive messages from your instructor via Moodle. In the top right hand corner by your name, there is a small gray text bubble. This is where any messages from your instructor will appear. Clicking on the text bubble will open up a messages menu.

12. You can also access your message by clicking the drop down arrow by your name in the upper right hand corner of the screen.
13. You will also receive course notifications via Moodle. You can find your notifications by clicking on the small gray bell icon to the left of your name in the top right corner of the page.

14. Your Moodle Dashboard can be a useful tool for viewing your courses and upcoming assignments. To access your Dashboard, click on the Dashboard option on the left hand side of the page.
15. If you have never accessed Dashboard before, you will have an option to take a tour of Dashboard. You can see the tour steps below.