

# How to use LMO for the moderation process

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## Lina's Test Module-(S2-20/21)

### Assignment (demo for moderation)

Moderator will only be able to access to the group for moderation

Separate groups: Group for moderation

#### Grading summary

Hidden from students
Participants
Submitted
Needs grading

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## Overview:

This guide will show you how to use LMO to facilitate online external/internal moderation.

## What to know:

To give access to your LMO module content to the external moderators, please first follow this instruction to create and enroll the external moderators to your module area, here is the guide: [How to create external accounts and enroll this account to LMO online course](#) . Only Departmental/School professional staff have permission to enroll users.

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Step 1: Create the external moderator's LMO account and enrol the account into the LMO module

To give access to your LMO module content to the external moderators, please first follow this instruction to create

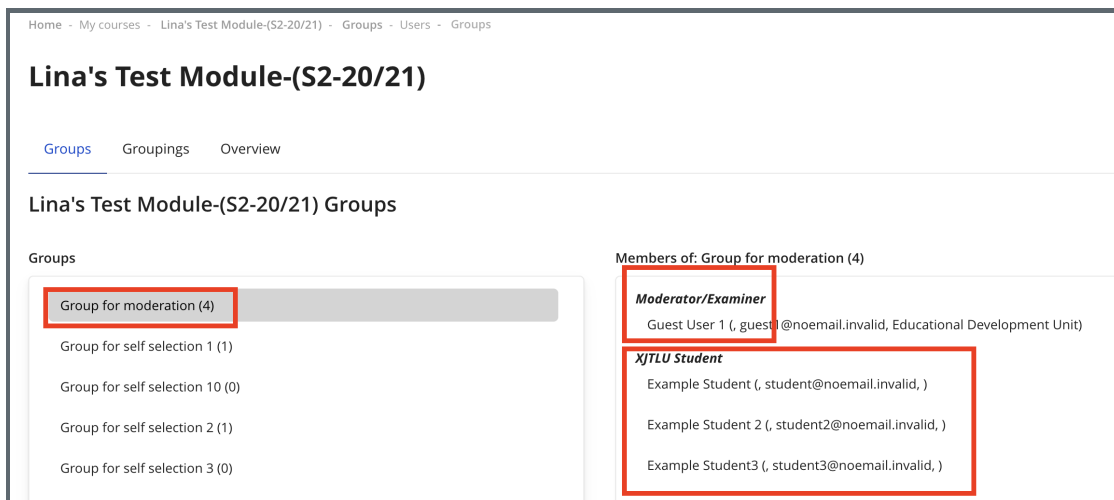
and enrol the external moderators to your module area, here is the guide: [How to create external accounts and enroll this account to LMO online course](#). Only Departmental/School professional staff have permission to enrol users.

Please make sure to enrol the account with the role "Moderator/Examiner". The permission is specialized for this role for the moderation process.

## Step 2: Create the group(s) for moderation

Please follow this user guide to create the group: [Create student groups and add/remove students in the groups](#)  
If you have many students to add to the group, please check this user guide about how to add group members in bulk: [How to bulk import group members \(please check step 2\)](#)

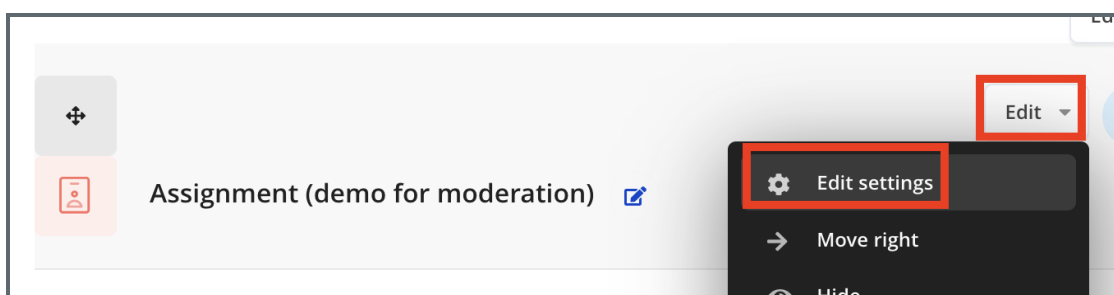
Add the external/internal moderator's LMO account into the group for moderation, and then you will be able to see the moderator is listed as the moderator role within the group. Here is the user guide about how to view the group and group member: [How to view groups and group members](#)



## Step 3: Set your assignment activity in separate groups mode

Turn editing on, click 'Edit settings' of your assignment activity, go to the 'Common module settings' section and change the 'Group mode' option to 'separate groups'. And click save to save this setting.

As the last screenshot shows, when the moderator access the assignment, he or she will only be able to see the group of students' work within the moderation group.



Common module settings

Availability ? Show on course page

ID number ?

**Group mode ? Separate groups**

Grouping ? None

Add group/grouping access restriction

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