



## Chat with Students in Moodle

# Overview

The Chat tool is a text-based discussion tool. This page tells you how to set up a Chat activity and how to participate in a chat session.

## When to use

Use the Chat tool when you want to have real-time, synchronous text-based discussion with your students in an online chat room.

For audio chat, see the [Voice Thread](#) page.

## Benefits

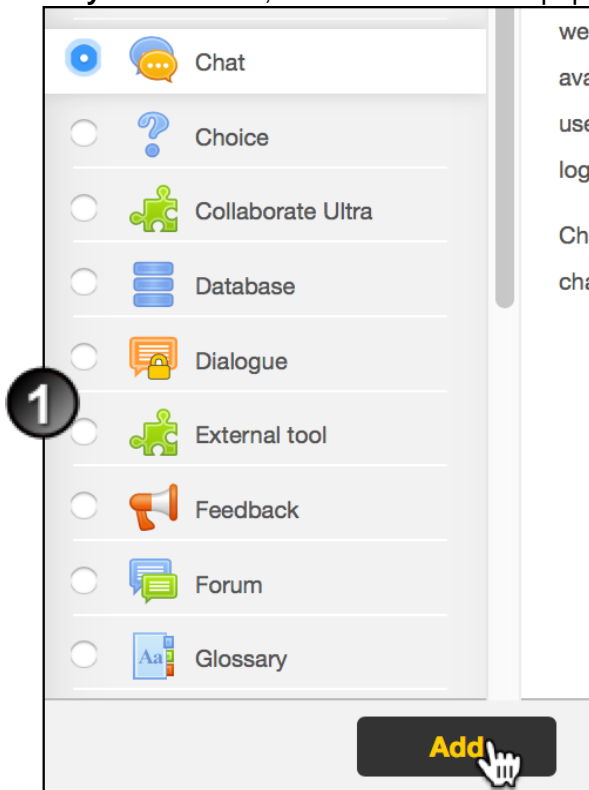
The Chat tool allows you to text-chat with your students in an online chat room. Discussion, brainstorming, group work and questioning are all teaching strategies that can be enhanced using Chat.

# Guide

## Step by step instructions

# Create a Chat activity

1. On the course home page, click Turn editing on **Turn editing on**, and in the relevant section, click **Add an activity or resource**, select **Chat** from the pop-up list and click **Add**.



2. On the *Adding a new Chat* page, click **Expand all**, then in the **General** section enter the **Name of this chat room** and some **Description**

text.

[▼ Collapse all](#)

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### ▼ General

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**Name of this chat room \***

### Description

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2


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**Display description on course page** ?

3. Under Chat sessions:
  - At **Next chat time**, enter the day, month, year, hour and minute of the first chat session.
  - At **Repeat/publish session times**, select how you want the chat time(s) to display.
  - Select the period for which you want to **Save past sessions**.
  - Select whether **Everyone can view past sessions**.

▼ Chat sessions

**Next chat time**


11 ▾ October ▾ 2017 ▾ 09 ▾ 50 ▾ 

**Repeat/publish session times**

3 Don't publish any chat times ▾

**Save past sessions**

Never delete messages ▾

**Everyone can view past sessions** 

No ▾

4. Complete the remaining page sessions as necessary and click **Save and return to course**.

4 **Save and return to course**


## Participate in a Chat session

1. On the course home page, click the chat session link.

1  [Test chatroom](#)

2. On the chat home page, click one of the two links that will admit you to the chat room.

**Test chatroom**

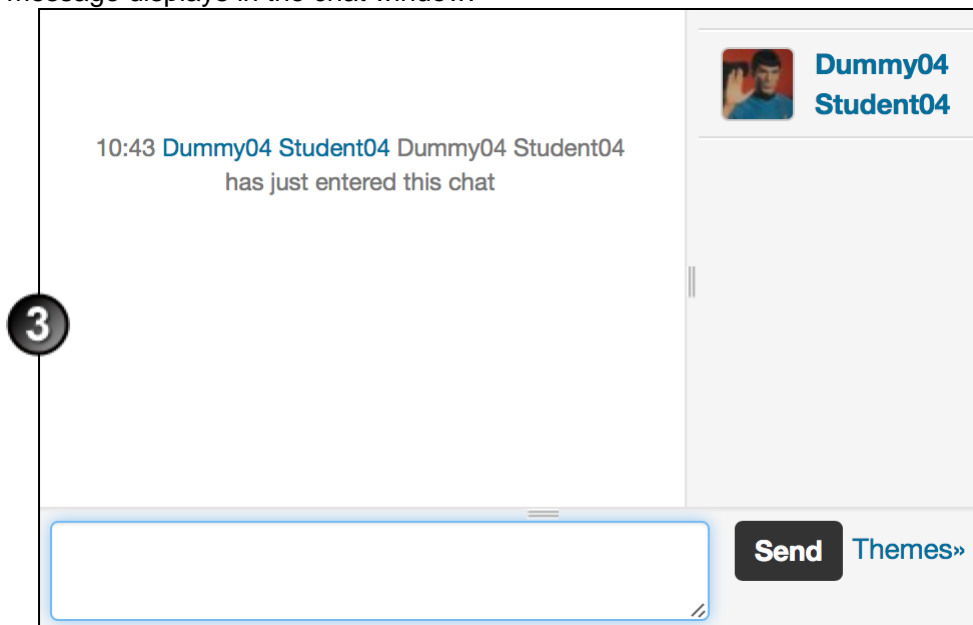
2 [Click here to enter the chat now](#) 

[Use more accessible interface](#)

[View past chat sessions](#)

3. To post a message to the chat session, type it in the field at the bottom of the screen and click **Send**. The

message displays in the chat window.



## Additional information

### Further assistance

If you experience technical or other issues, consult the [Where to get help](#) page.

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<https://teaching.unsw.edu.au/moodle-chat>