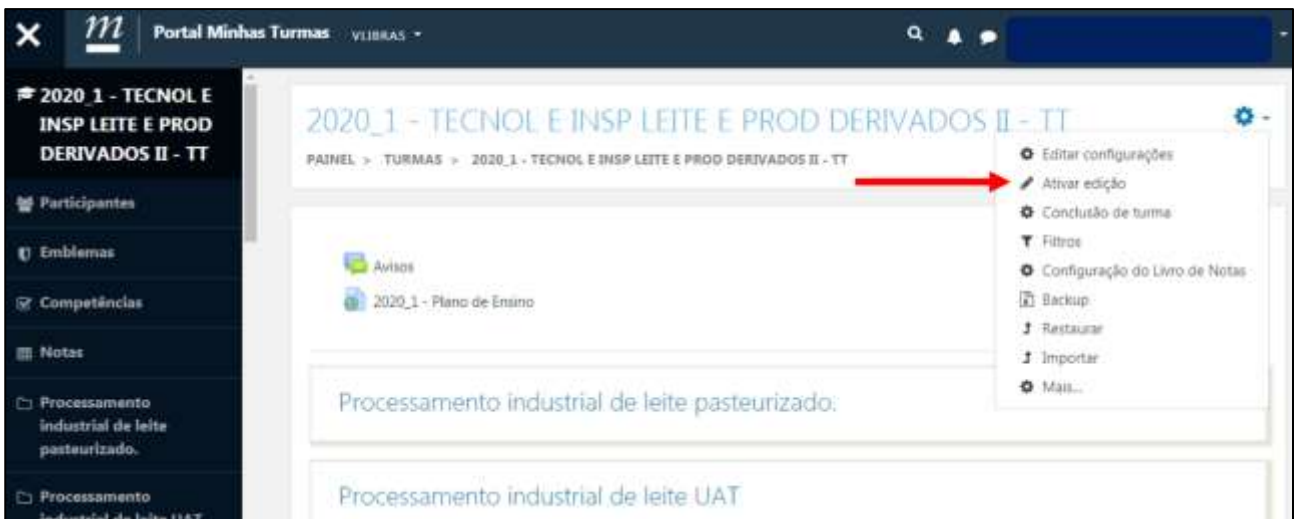
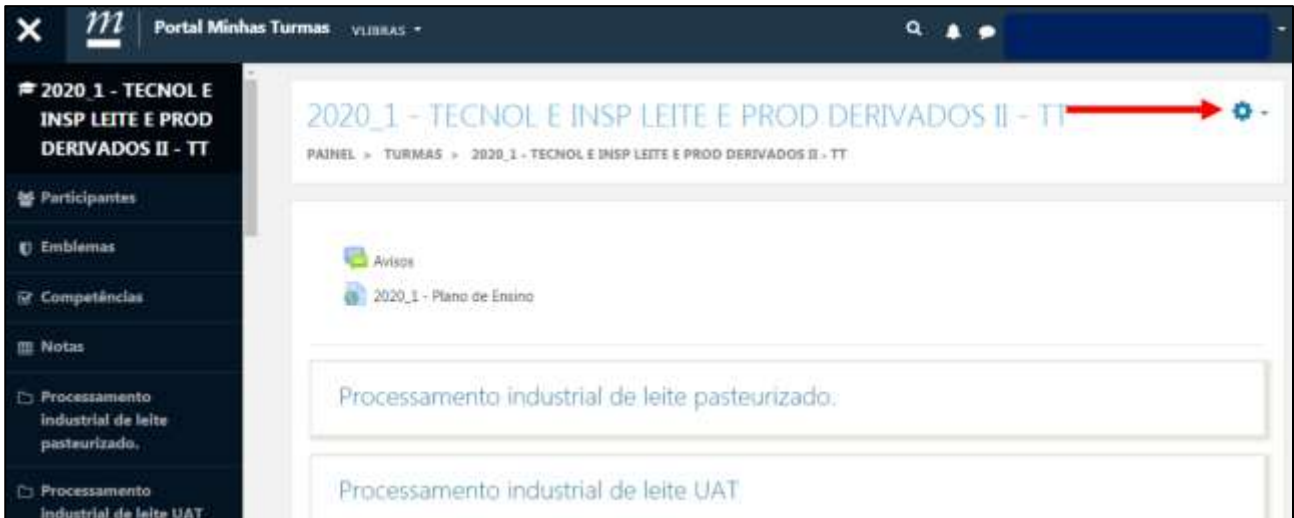


Tutorial: Inserir tarefas.

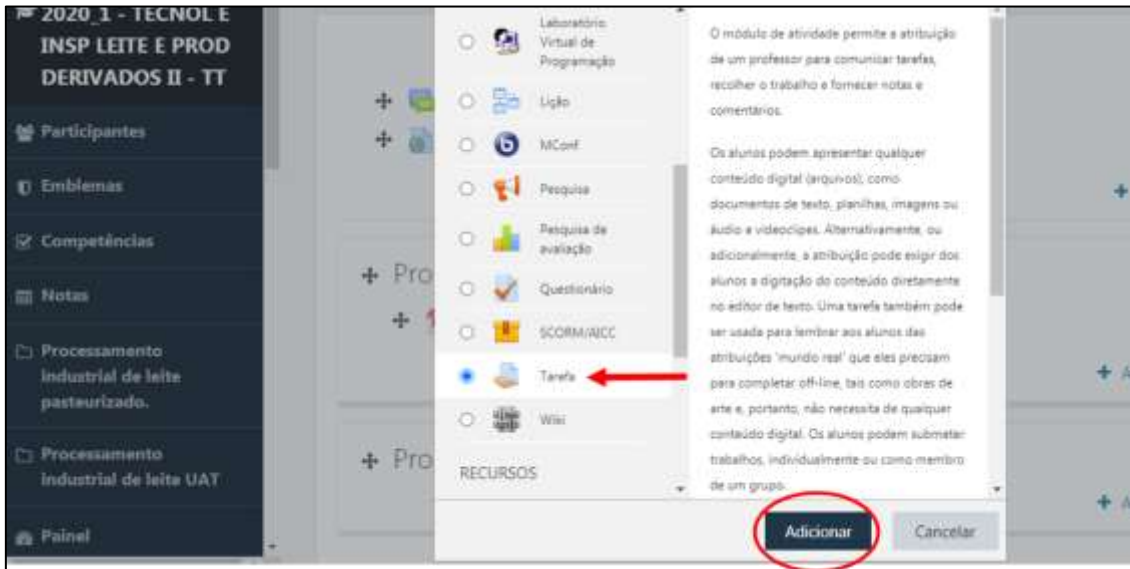
1) Para iniciar a edição, clicar na engrenagem.



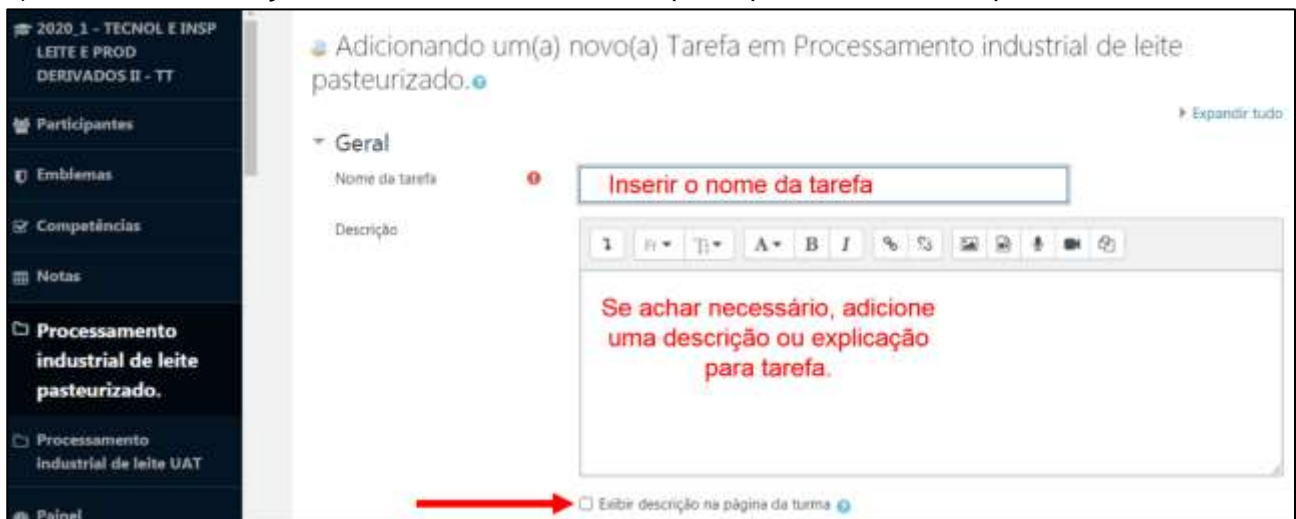
2) Clicar em “Adicionar uma atividade ou recurso”.



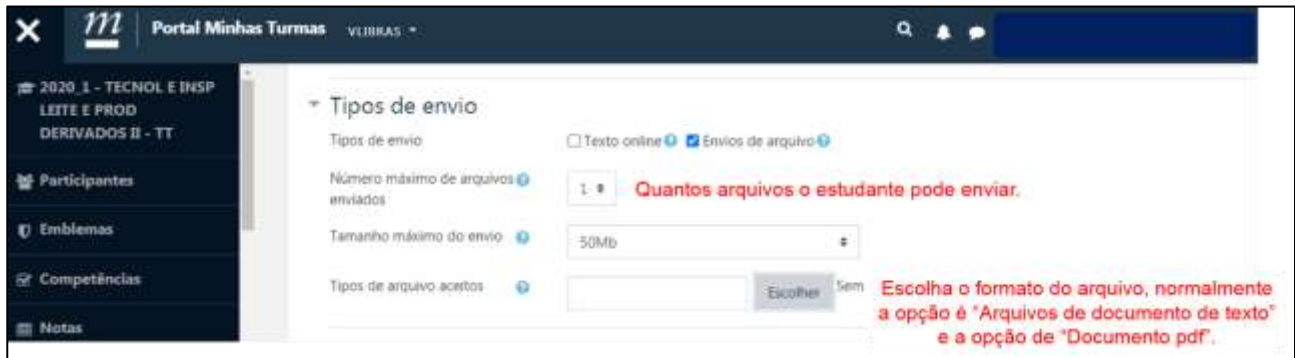
3) Clicar em “Tarefa” e “Adicionar”.



4) Inserir as informações da tarefa e adicionar o arquivo que será “baixado” pelos estudantes.



5) Selecionar a forma de envio da atividade pelo estudante.




The screenshot shows the Moodle interface for configuring an activity. On the left, a sidebar lists course details: "2020_1 - TECNOL E INSP LEITE E PROD DERIVADOS II - TT", "Participantes", "Emblemas", "Competências", and "Notas". The main content area is titled "Tipos de envio" (Submission types). It features a radio button for "Texto online" (unselected) and a checked radio button for "Envios de arquivo" (File submissions). Below this, there are input fields for "Número máximo de arquivos enviados" (Maximum number of files to be sent) set to "1" and "Tamanho máximo do envio" (Maximum file size) set to "50Mb". A red text annotation reads: "Quantos arquivos o estudante pode enviar." (How many files the student can send). At the bottom, there is a "Tipos de arquivo aceitos" (Accepted file types) field with an "Escolher" (Choose) button. A red text annotation next to it says: "Escolha o formato do arquivo, normalmente a opção é 'Arquivos de documento de texto' e a opção de 'Documento pdf'." (Choose the file format, normally the option is 'Text document files' and the option of 'PDF document').

6) Inserida as informações básicas de elaboração da tarefa clicar em “Salvar e voltar à turma”.



The screenshot shows the Moodle interface for reviewing activity configuration. The left sidebar is the same as in the previous image. The main content area lists various configuration sections: "Configurações de envio em grupo" (Group submission settings), "Notificações" (Notifications), "Nota" (Grade), "Configurações comuns de módulos" (Common module settings), "Restringir acesso" (Restrict access), "Conclusão de atividades na turma" (Activity completion in the course), "Marcadores" (Markers), and "Competências" (Competencies). At the bottom of the configuration area, there are three buttons: "Salvar e voltar à turma" (Save and return to course), "Salvar e mostrar" (Save and show), and "Cancelar" (Cancel). The "Salvar e voltar à turma" button is circled in red.

7) Pronto!!! Tarefa inserida.



The screenshot shows the Moodle course activity list. The left sidebar is the same as in the previous images. The main content area displays a list of activities. At the top, there are "Avisos" (Announcements) and "2020_1 - Plano de Ensino" (2020_1 - Course Plan). Below these, there is a section for "Processamento industrial de leite pasteurizado" (Industrial processing of pasteurized milk), which contains two sub-activities: "Aula: Processamento industrial de leite pasteurizado" (Lesson: Industrial processing of pasteurized milk) and "Sabalina - Processamento tecnológico de leites fluidos" (Sabalina - Technological processing of fluid milks). Each activity has an "Editar" (Edit) button. A red plus sign is visible next to the "Processamento industrial de leite pasteurizado" activity, indicating it has been added.