Moodle - Resource - Embedding Google Docs in Your Moodle Course

Embedding Google Docs in Your Moodle Course

Summary

Audience: Faculty  [Students can use the insert Link tool in Forums etc. to add links to Google docs, just type a document name, highlight, click the link tool, and paste the URL.]

A brief tutorial on how to add either an editable or a viewable Google Document to your Moodle course. This can be a live document that all students can edit or view (depending on doc permissions) directly in your Moodle course. NOTE: Adding a Google Doc to your course other than by a URL simply places a COPY of the current version of the document into your course. ONLY a URL will provide ongoing access to the most current document in Google Docs.

Video Tutorial

not yet available

Step by Step Tutorial

1. Go to your course
2. Turn editing on
3. Add an activity or resource

   Add an activity or resource

4. Select URL under Resources (very bottom of list) and click Add

   Add an activity or resource

   URL

5. Fill in the Name.

   Name* My Google Doc

6. Under Content, paste the Google Doc Address into External URL

   External URL* https://docs.google.com/document/d/1aEoA6sgvWabUv_97wpguF0CqQM Choose a link...

(To get the External URL go to the Google doc, Click Share in the upper right corner, and copy the Link to share. Be sure to set the sharing permission appropriately (Anyone with the link for example is a good setting for Moodle. Be sure to set Access settings for editing or no editing)
depending on whether you wish for learners to just “Can view” or “Can edit” the document.

Copy the URL and paste in the External URL blank in Moodle.

Who has access

Anyone who has the link can view

Change...

Click Change to set who can access.

People at Bethel University with the link

Shared privately

Only people explicitly granted permission

Access: Anyone (no sign-in required)

Click Can view to change the permissions to view, comment, or edit.

7. Under OPTIONS Change Display to “Embed” (or “open in new window”, or “open”, or “Automatic”)

8. Save and Display at bottom of the page.

This then embeds the live document in a moodle page and all changes you or anyone makes to the document in docs or in Moodle (editors can edit in Moodle page if embedded) show up in the document to all users that have permissions to the doc.
Add a URL

Paste sharing link (set to all bethel and to edit)

Set Moodle display to Embed