

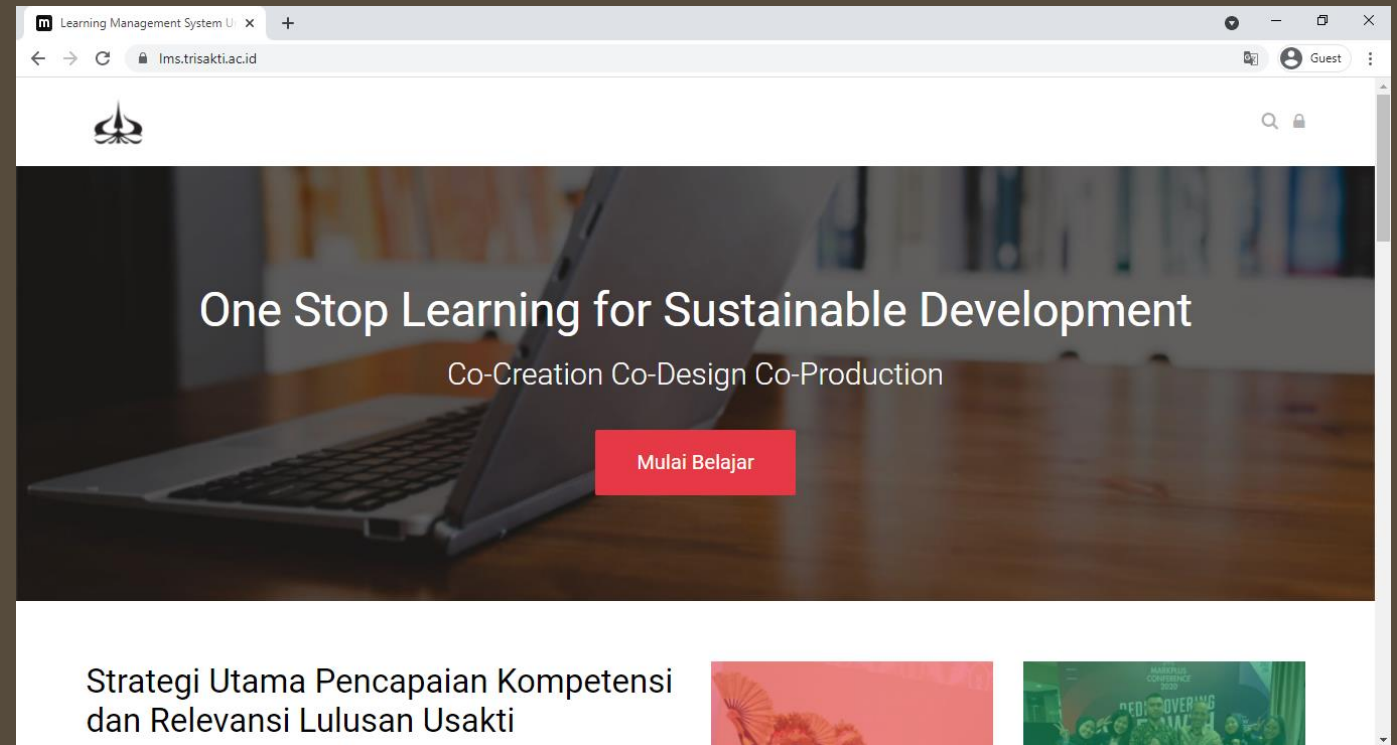


CARA MEMBUAT MS. TEAMS MEET PADA LMS UNIVERSITAS TRISAKTI

BUKA WEBSITE LMS UNIVERSITAS TRISAKTI

Buka website LMS
Universitas Trisakti dengan
link berikut:

<https://lms.trisakti.ac.id/>



Learning Management System U... x +

lms.trisakti.ac.id

Guest

One Stop Learning for Sustainable Development

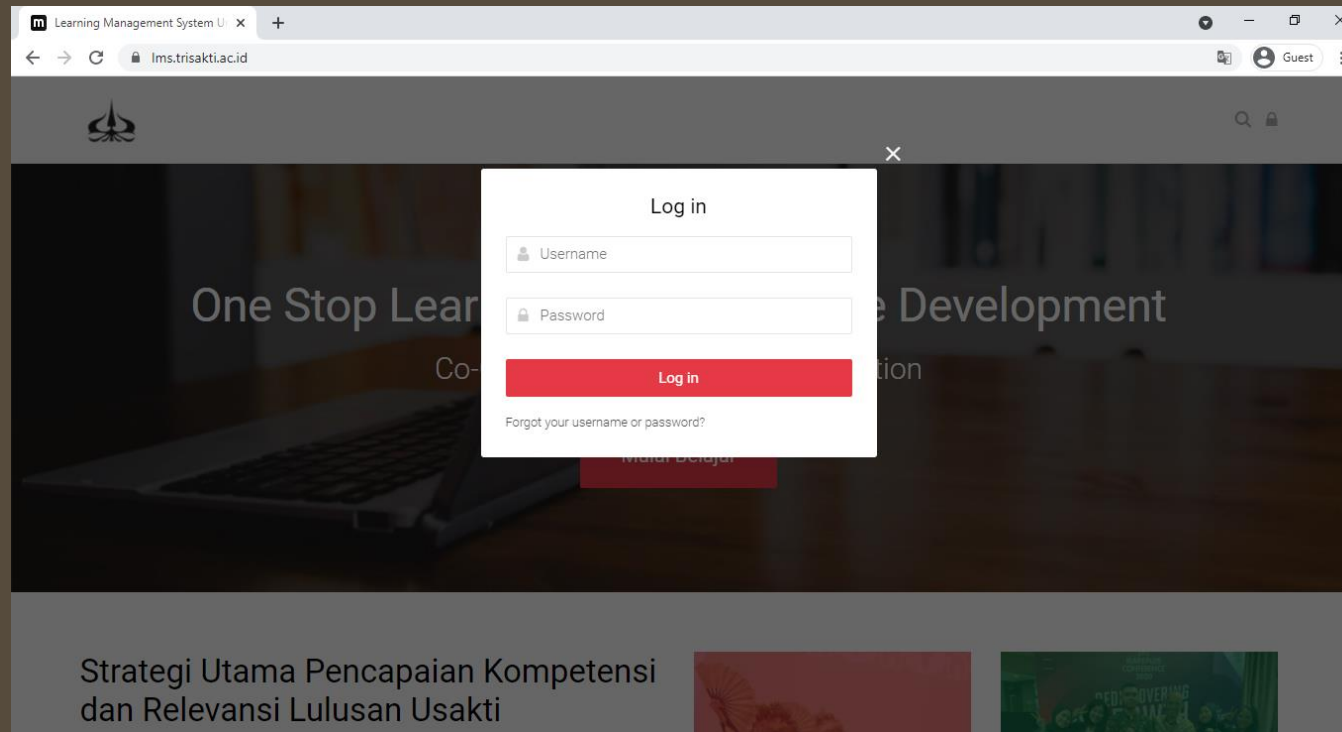
Co-Creation Co-Design Co-Production

Mulai Belajar

Strategi Utama Pencapaian Kompetensi dan Relevansi Lulusan Usakti

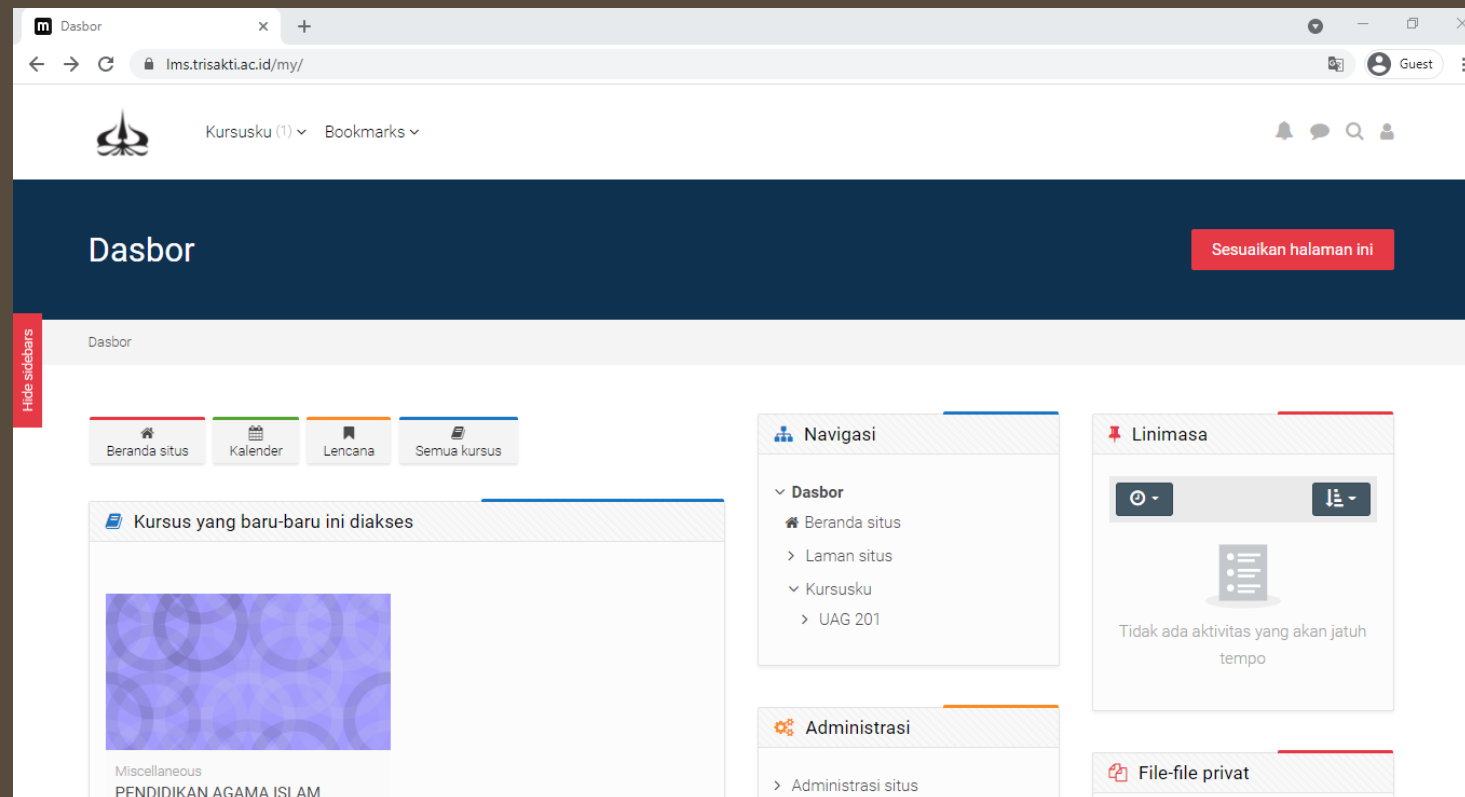
LOGIN KE WEBSITE

Setelah klik tombol lambang gembok, akan muncul pop up dengan tampilan seperti berikut. Isilah dengan **Username** dan **Password** dari akun anda masing-masing.



BERHASIL LOGIN

Jika sudah berhasil login, maka akan muncul tampilan depan seperti berikut.



MELIHAT DAFTAR SEMUA COURSE

Klik Tombol **Semua Kursus** seperti pada gambar dibawah ini untuk menampilkan daftar dari semua course



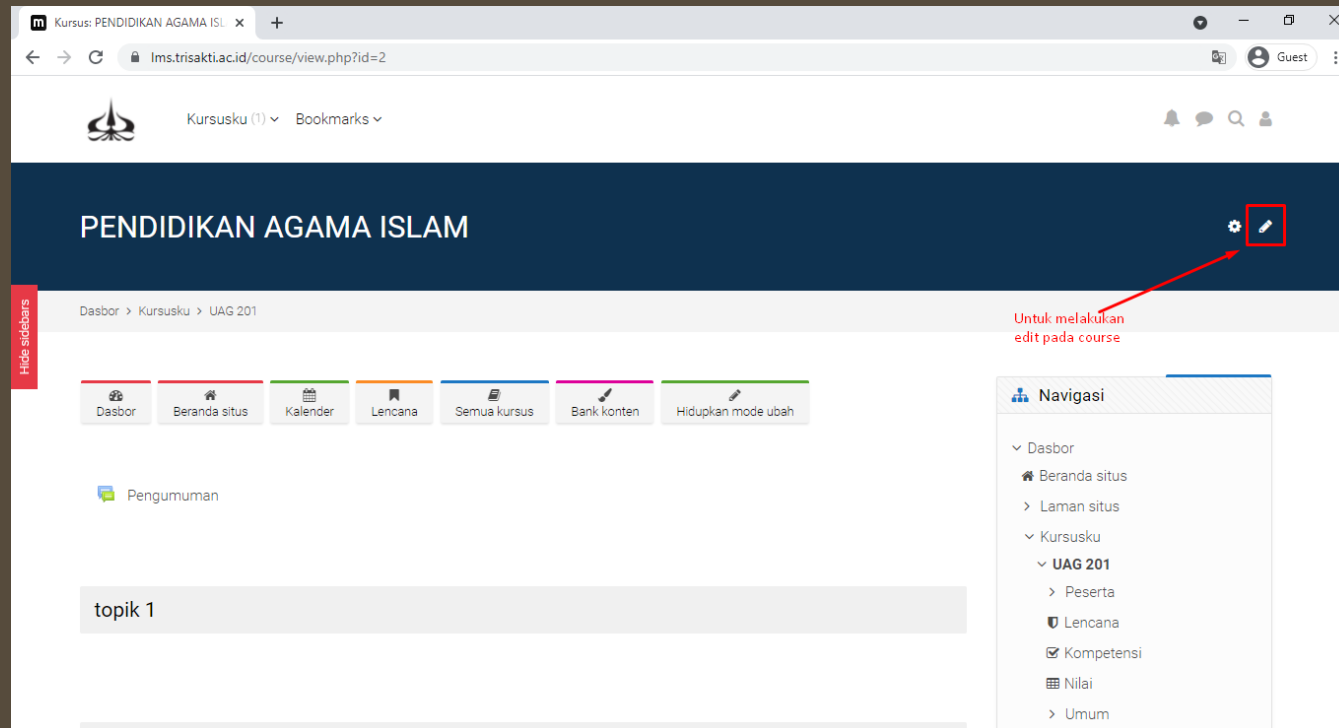
TAMPILAN DAFTAR COURSE

Berikut adalah tampilan dari daftar semua course, kemudian pilih course yang ingin dimodifikasi isinya.

The screenshot shows a web browser window with the URL `lms.trisakti.ac.id/course/`. The page title is "Semua kursus" and there is a "Mengelola kursus" button in the top right. Below the title, there is a breadcrumb "Dasbor > Kursus" and a navigation menu with items: "Dasbor", "Beranda situs", "Kalender", "Lencana", and "Semua kursus". A search bar labeled "Cari kursus" is present. The main content area displays a course card for "PENDIDIKAN AGAMA ISLAM" which is highlighted with a red box. A red arrow points to the course card with the text "Klik Course yang dikehendaki". The course card also shows "Admin Course" and "0 Agu 2021". On the right side, there are sections for "Kategori kursus" (with a checkbox for "Miscellaneous (1)") and "Instructors" (with a checkbox for "Admin Course (1)"). A "Filter" button is located below these sections. At the bottom right, there is a "Navigasi" sidebar with items: "Dasbor", "Beranda situs", and "Laman situs".

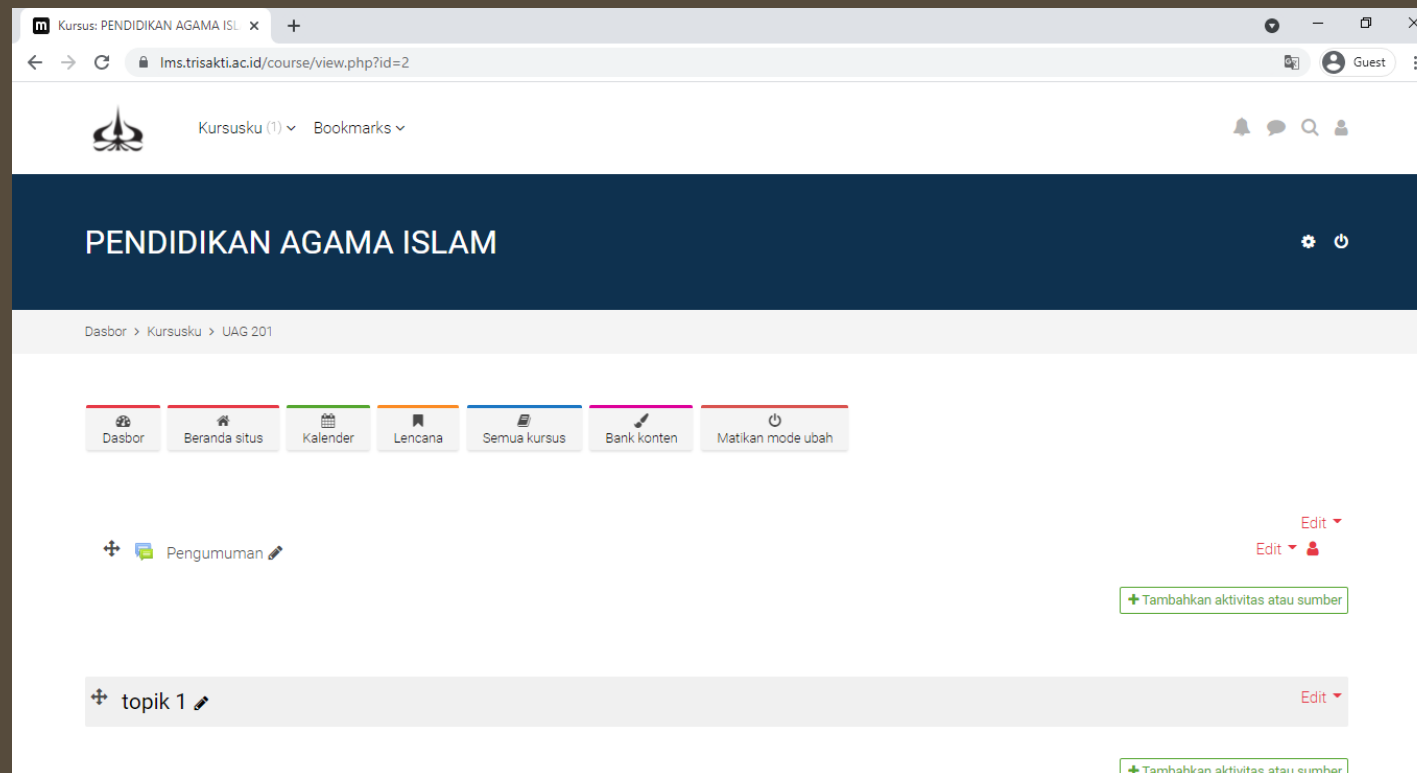
MEMODIFIKASI ISI COURSE

Setelah klik course yang dikehendaki, berikut adalah tampilannya. Untuk memodifikasi (edit) course dapat dilakukan dengan klik tombol yang ditandai



TAMPILAN SAAT MODE MODIFIKASI AKTIF

Jika sudah menekan tombol modifikasi (edit) course. Maka tampilan yang akan muncul seperti berikut.

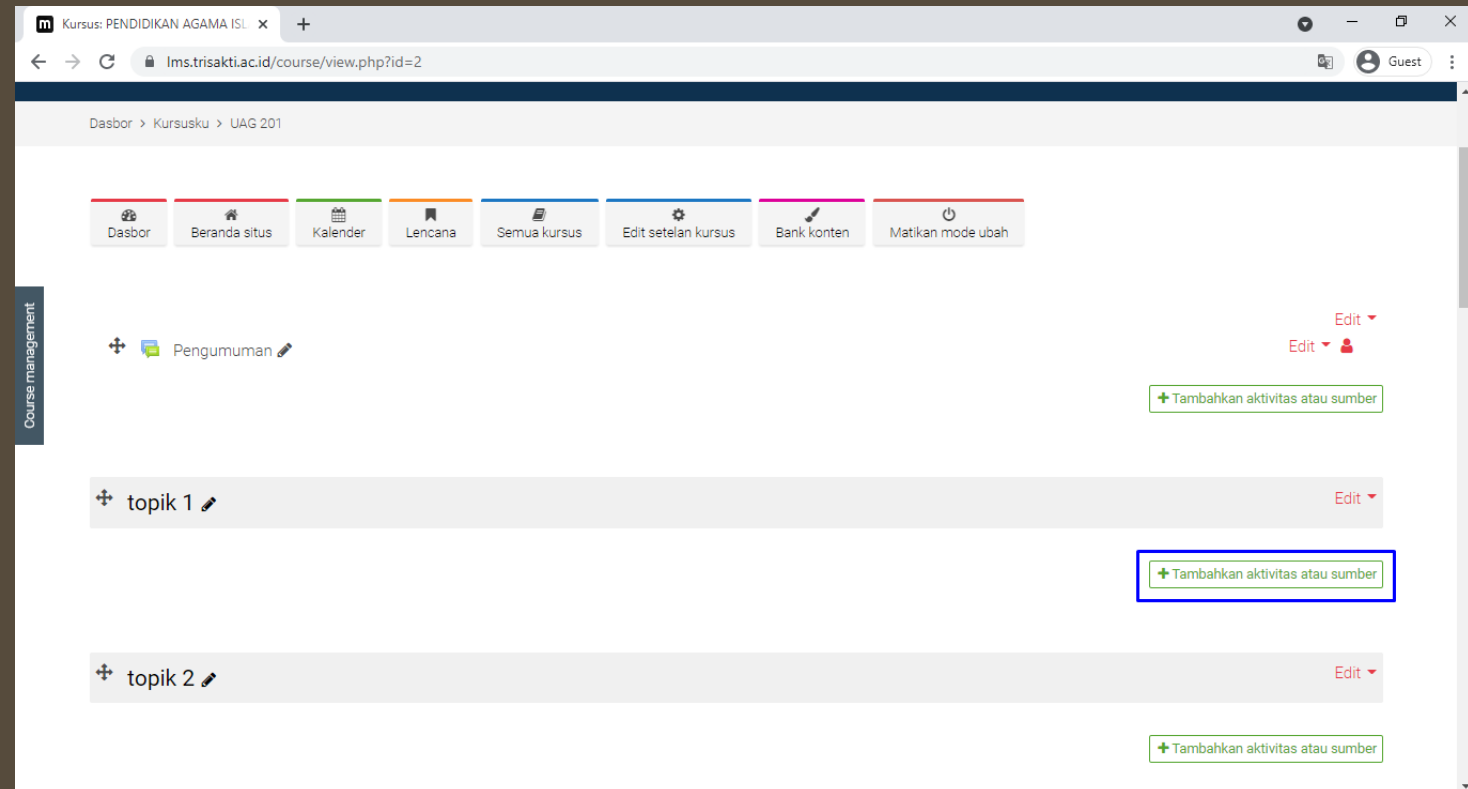




CARA MENAMBAHKAN MS. TEAMS PADA SECTION (PERTERMUAN)

MEMASUKKAN MS. TEAMS (1)

Pada halaman course yang sudah diaktifkan mode modifikasi (edit) course. Pilih section yang ingin dimasukkan meeting. Lalu klik tombol seperti yang ditandai pada gambar berikut.



The screenshot shows a web browser window displaying a course management interface. The browser's address bar shows the URL `Ims.trisakti.ac.id/course/view.php?id=2`. The page title is "Kursus: PENDIDIKAN AGAMA ISL". The breadcrumb navigation is "Dasbor > Kursusku > UAG 201".

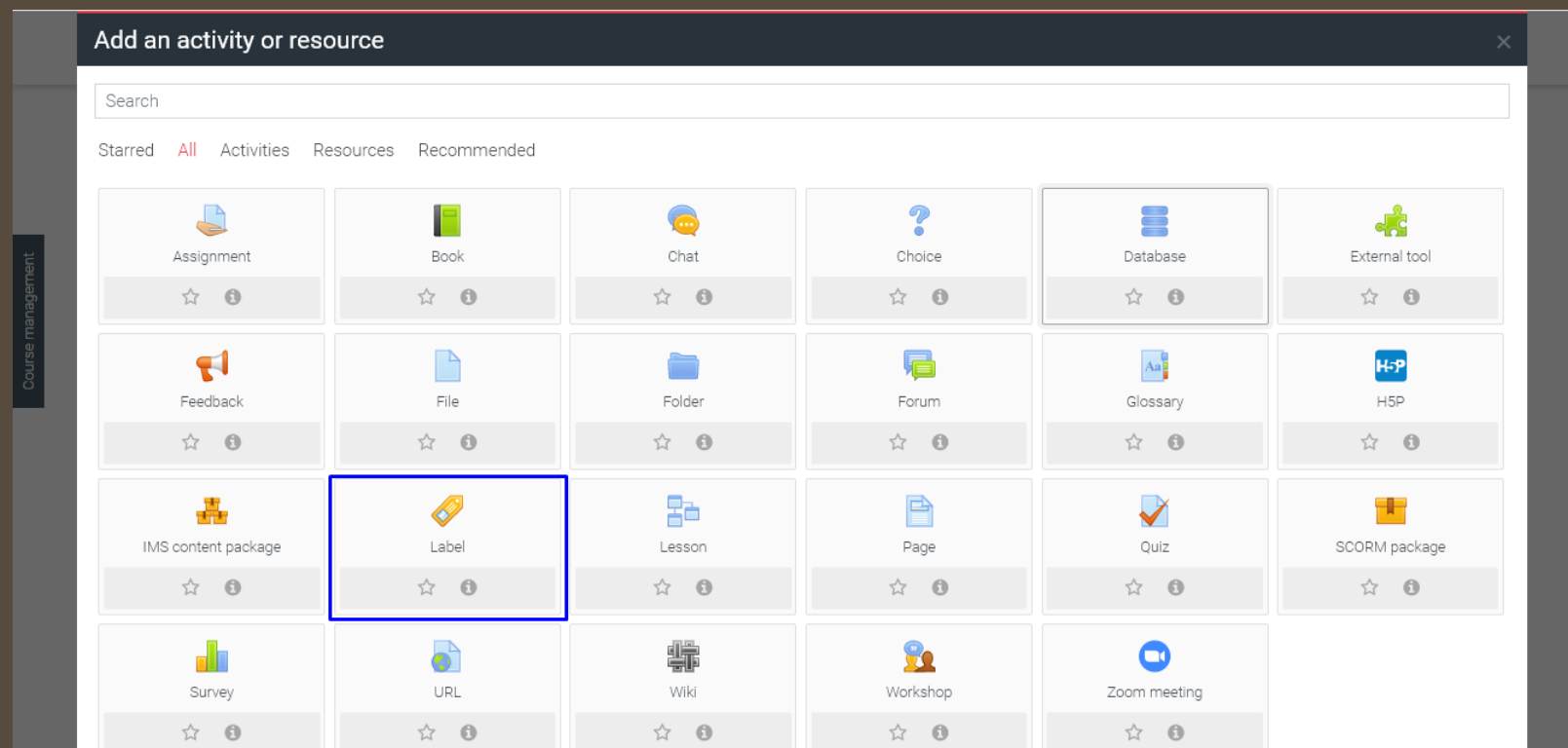
The interface features a top navigation bar with several menu items: "Dasbor", "Beranda situs", "Kalender", "Lencana", "Semua kursus", "Edit setelan kursus", "Bank konten", and "Matikan mode ubah".

On the left side, there is a vertical sidebar labeled "Course management".

The main content area displays a list of sections. The first section is "Pengumuman" with an "Edit" dropdown menu. Below it, there are two sections labeled "topik 1" and "topik 2", each with an "Edit" dropdown menu. To the right of each section, there is a green button labeled "+ Tambahkan aktivitas atau sumber". The button for "topik 1" is highlighted with a blue rectangular box.

MEMASUKKAN MS. TEAMS (2)

Memilih tombol **Label**, seperti pada gambar berikut.

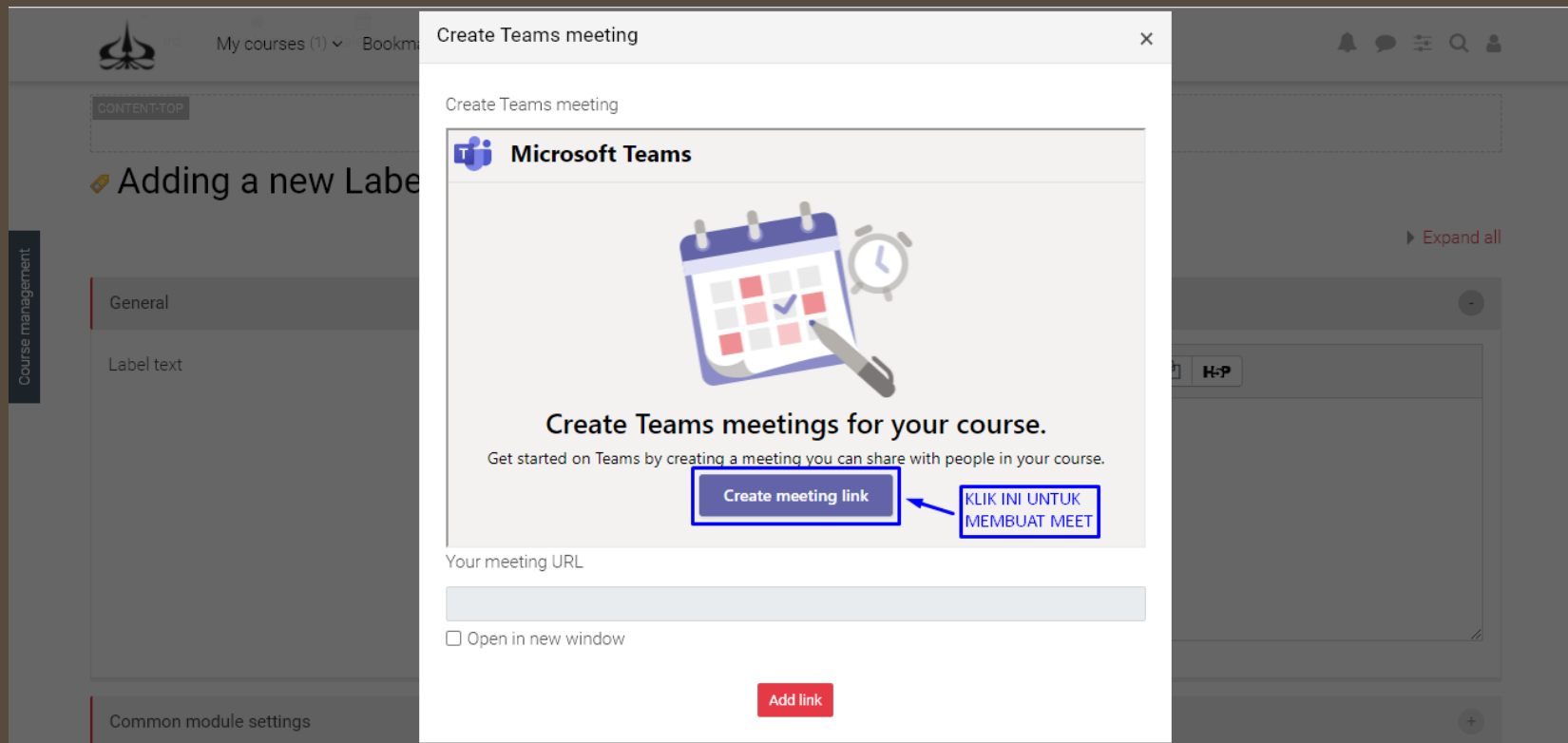


PENGATURAN KONFIGURASI MS. TEAMS (1)

The screenshot displays a course management interface. At the top, there is a navigation bar with a logo, 'My courses (1)', 'Bookmarks', 'En', and several utility buttons. Below this, a 'CONTENT-TOP' section is visible. The main content area is titled 'Adding a new Label to Topic 2' and includes an 'Expand all' link. A 'General' tab is active, showing a 'Label text' input field. Above the input field is a rich text editor toolbar containing various icons for text formatting and media insertion. The MS Teams icon, which is a blue square with a white 'T', is highlighted with a blue rectangular box. A blue arrow points from the text 'KLIK INI' to this icon. Below the input field, there is a 'Common module settings' section.

PENGATURAN KONFIGURASI MS. TEAMS (3)

Jika belum login, maka klik tombol sign in terlebih dahulu



The image shows a 'Create Teams meeting' dialog box overlaid on a course management interface. The dialog box has a title bar with 'Create Teams meeting' and a close button. Inside, it features the Microsoft Teams logo and a calendar icon with a checkmark and a clock. The text reads: 'Create Teams meetings for your course. Get started on Teams by creating a meeting you can share with people in your course.' Below this is a button labeled 'Create meeting link', which is highlighted with a blue box and an arrow pointing to it from another blue box containing the text 'KLIK INI UNTUK MEMBUAT MEET'. Underneath the button is a text input field for 'Your meeting URL' and a checkbox for 'Open in new window'. At the bottom of the dialog is a red 'Add link' button. The background shows a course management page with a sidebar for 'Course management' and a main area for 'Adding a new Label'.

PENGATURAN KONFIGURASI MS. TEAMS (4)

Create Teams meeting

Create Teams meeting

New meeting Create Cancel

<input type="text" value="Sep 5, 2021"/>	<input type="text" value="11:00 PM"/>	<input type="text" value="→"/>
<input type="text" value="Sep 6, 2021"/>	<input type="text" value="12:00 AM"/>	<input type="text" value="1h"/>

Masukkan Topik

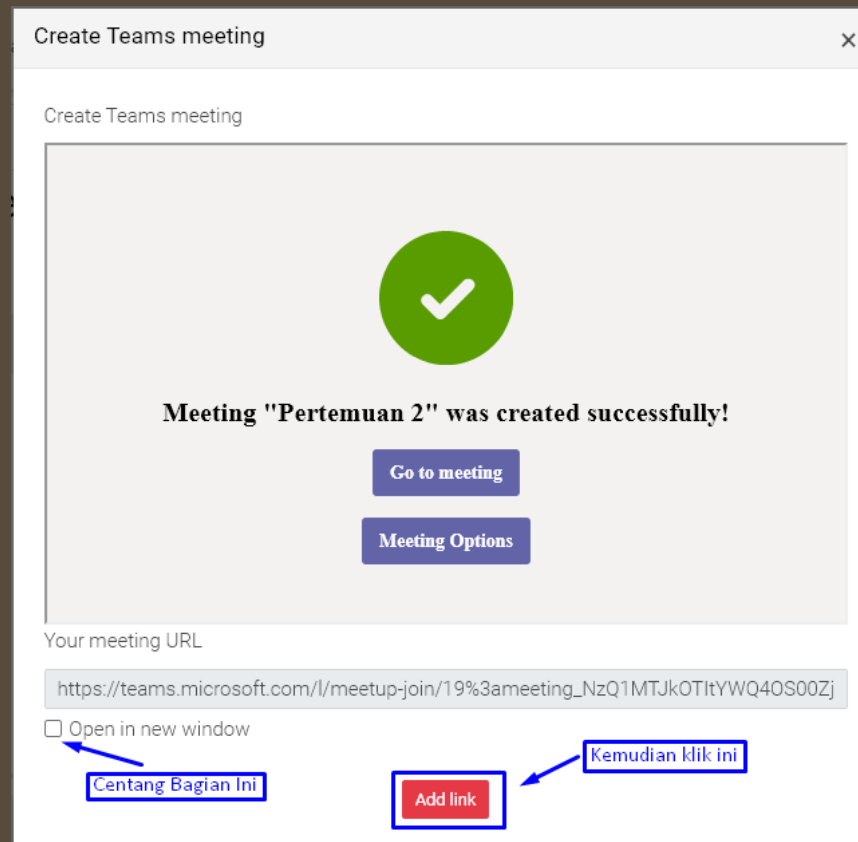
Waktu Pertemuan

Your meeting URL

Open in new window

Add link

PENGATURAN KONFIGURASI MS. TEAMS (5)



PENGATURAN RESTRICTION ASSIGNMENT (LANJUTAN)

Hal ini dilakukan jika Ms. Teams hanya tujukan khusus kepada grup kelas tertentu.
Hal ini **TIDAK PERLU DILAKUKAN JIKA MEET DIBERIKAN KEPADA SELURUH MAHASISWA.**

PENGATURAN RESTRICTION ASSIGNMENT (LANJUTAN)

The screenshot displays the Moodle course management interface. At the top, there is a navigation bar with the Moodle logo, 'My courses (1)', 'Bookmarks', and 'En'. Below this, a search bar is visible. The main content area is divided into several sections: 'Common module settings', 'Restrict access', 'Activity completion', 'Tags', and 'Competencies'. The 'Restrict access' section is expanded, showing 'Access restrictions'. A blue box highlights the 'None' option and the 'Add restriction...' button. At the bottom, there are two buttons: 'Save and return to course' and 'Cancel'.

PENGATURAN RESTRICTION ASSIGNMENT (LANJUTAN)

Add restriction...

Activity completion	Require students to complete (or not complete) another activity.
Date	Prevent access until (or from) a specified date and time.
Grade	Require students to achieve a specified grade.
Group	Allow only students who belong to a specified group, or all groups.
Grouping	Allow only students who belong to a group within a specified grouping.
User profile	Control access based on fields within the student's profile.
Restriction set	Add a set of nested restrictions to apply complex logic.

PENGATURAN RESTRICTION ASSIGNMENT (LANJUTAN)

The screenshot shows a configuration interface for setting a restriction. At the top, it says "Student" followed by a dropdown menu set to "must" and the text "match the following". Below this, there is a section for "Grouping" with an eye icon, a dropdown menu set to "Choose...", and a yellow "Please set" button. A dark blue "Add restriction..." button is located below the "Grouping" section. The dropdown menu for "Grouping" is open, showing options: "Choose..." (highlighted in blue), "Kelas1", and "Kelas2".

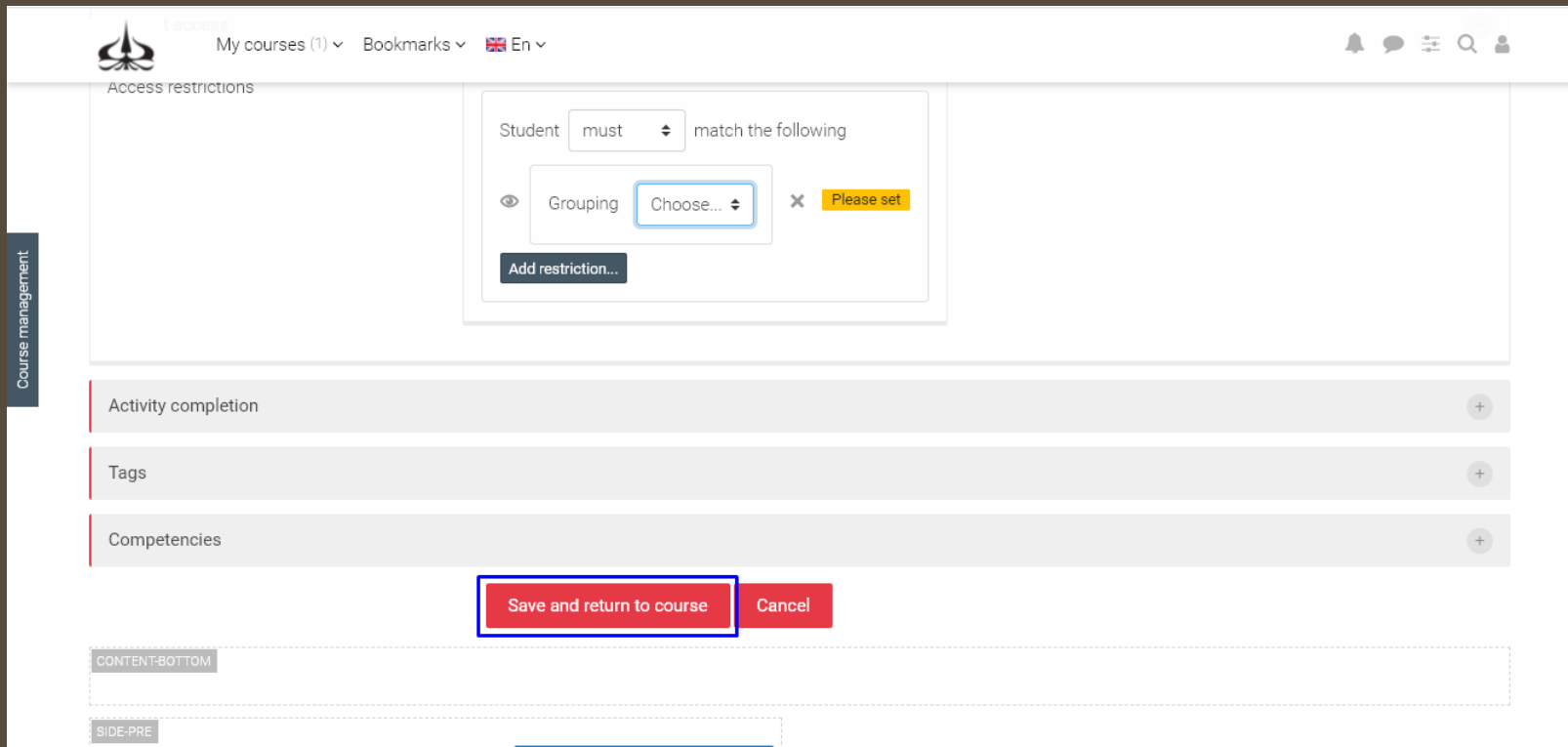
Student match the following

Grouping

- Choose...
- Kelas1
- Kelas2

SIMPAN PERUBAHAN PERATURAN

Jika sudah selesai, kemudian klik tombol simpan perubahan.



The screenshot displays a course management interface. At the top, there is a navigation bar with a logo, "My courses (1)", "Bookmarks", and "En". Below this, the "Access restrictions" section is visible. A modal window is open, showing a configuration for a restriction: "Student" must "match the following". Underneath, there is a "Grouping" dropdown menu with "Choose..." selected, and a "Please set" button. An "Add restriction..." button is also present. Below the modal, there are three expandable sections: "Activity completion", "Tags", and "Competencies". At the bottom of the modal, there are two buttons: "Save and return to course" (highlighted with a red box) and "Cancel".



CARA MENGGUNAKAN MS. TEAMS PADA SECTION (PERTERMUAN)

MENGGUNAKAN MS. TEAMS(1)

Klik link yang sudah tersedia

Topic 1

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzQ1MTJkOTItYWQ4OS00ZjRiLWI1ZTQtYjg2MjlmNTRmYzg1%40thread.v2/0?context=%7b%22Tid%22%3a%222602ef7c-bf0e-431d-bfd7-33f4c45243b3%22%2c%22Oid%22%3a%2229c521fd-024c-4ecc-94e9-2c5976a01c25%22%7d

Mark as done