


## Moodle Novice Online Trouble Shooting Manual

Problem	Solution
Forgot my password feature not working	<ul style="list-style-type: none"> <li>• Verify that you are providing the correct email account that is registered to the student. Check your original email when you registered.</li> <li>• Check your junk mail to see if create new password instructions went into that inbox</li> <li>• Try again in 5 minutes if you get a “run-time” error</li> </ul>
Module won’t progress forward; video not working.	<ul style="list-style-type: none"> <li>• Make sure you are on Google Chrome on a Desk top or Lap Top.</li> <li>• Close lesson window.</li> <li>• Clear your browser history by: Hold “control key” and “H” at the same time.               <ul style="list-style-type: none"> <li>○ Click clear browsing data.</li> <li>○ From the drop down menu choose all time, click clear data.</li> </ul> </li> <li>• Reboot your computer.</li> <li>• If all else fails redo the previous items and reboot your modem.</li> </ul>
Exam failed too many times	<ul style="list-style-type: none"> <li>• Contact <a href="mailto:fsisupport@fleetsafetyinternational.com">fsisupport@fleetsafetyinternational.com</a></li> <li>• 403-984-1236</li> </ul>
Course won’t load on their device	<ul style="list-style-type: none"> <li>• Use Google Chrome as browser ,</li> <li>• Make sure you have a good internet connection.</li> <li>• Wired is better than wifi.</li> <li>• Restart your computer.</li> <li>• Clear your history by - Hold control and H at the same time. Click clear browsing data. From the drop down menu choose all time, click clear data.</li> <li>• Login to the program and try it again.</li> </ul>
Log in won’t work	<ul style="list-style-type: none"> <li>• Look up username and password that was emailed to you.</li> </ul>
Need to change email address or name	<ul style="list-style-type: none"> <li>• Contact <a href="mailto:fsisupport@fleetsafetyinternational.com">fsisupport@fleetsafetyinternational.com</a></li> <li>• Call 403-984-1236</li> </ul>
Web site can’t be found error	<ul style="list-style-type: none"> <li>• Clear browser history; (see above)</li> <li>• Reboot internet modem/router</li> <li>• Reboot computer</li> </ul>
Web site won’t display after clearing browser/history/rebooting	<ul style="list-style-type: none"> <li>• At the “start icon” </li> </ul>

router/modem and computer	<ul style="list-style-type: none"> <li>• In the rectangular box that says “search program and files”; type “cmd”</li> <li>• Type ipconfig/flushdns (see below)</li> </ul> <pre data-bbox="659 172 1482 326"> C:\Users\OS R9&gt;ipconfig/flushdns Windows IP Configuration . Successfully flushed the DNS Resolver Cache. </pre>
Did not receive confirmation email after registration to access Course	<ul style="list-style-type: none"> <li>• Check junk mail</li> <li>• Contact <a href="mailto:fsisupport@fleetsafetyinternational.com">fsisupport@fleetsafetyinternational.com</a></li> <li>• Call 403-984-1236</li> </ul>
Cannot highlight the coupon code in the pdf document to copy and paste for registration	<ul style="list-style-type: none"> <li>• Right click in the PDF document to make sure the “select tool” has a check mark beside it. If not; click on “select tool”</li> </ul>