

# Online Placement Test (DAF)

## 1 To-Do's in advance

The online placement test will be conducted with the learning management system **Moodle**. Therefore, please check:

**Do you have access to Moodle?**

- ✓ Log-in at <https://moodle.aau.at>  
→ Universität Klagenfurt-Nutzer/innen  
Username and password are the same as for the AAU Online Campus / AAU email account

**Bring your ID card to the placement test** **!!**

If you experience any problems, please contact **Sofie Bitter** ([sofie.bitter@aau.at](mailto:sofie.bitter@aau.at)) (Department of eLearning)

We wish you a lot of success for your placement test.



## 2 In the lecture hall

The laptops are already set up. You only have to

- get registered** - by showing your ID card **!!**
- take a seat**
- log in** ("University of Klagenfurt users")  
*Do not change the language settings!*
- enter the Moodle-course**
- observe all instructions** from both, lecturers & the department of eLearning
  - ✓ Place your ID card on the table
  - ✓ Remove any prohibited materials (such as cellular phones, smartphones, tablets, bags etc.)
- click on the test to start the exam**
  - Switching to the next page = everything is saved
  - Click on "Abgabe" and confirm to submit your exam

### After the exam

- ✓ Sign off Moodle ("Logout")
- ✓ Shut down the device → Press briefly the on/off button  
Wait for the shutdown to be complete before unplugging the LAN cable! **!!**
- ✓ Return the loaned equipment