



# SharedResources module: User Guide

## Concepts on the module

This module is initially built to address the issue of pooling resources common to multiple courses and authors and to associate complete metadata with resources in Moodle, without using a dedicated GED tool.

## Example of rendering of the library (engine view)



## Example of bookstore rendering (taxonomy view)



## General bookmark

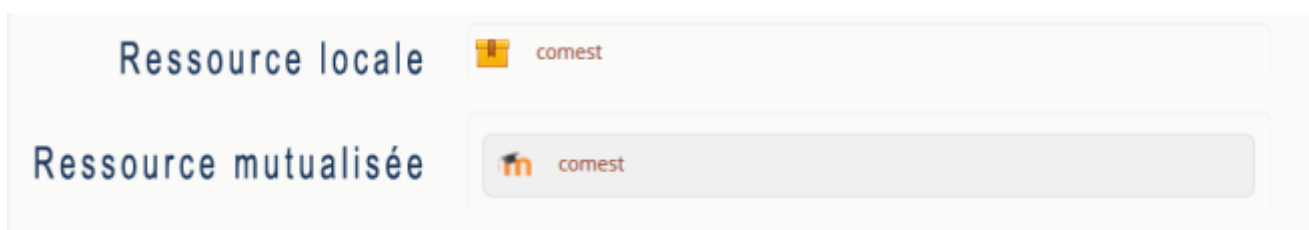
These menus are located at the top of the bookstore view.



## Convert resources

This menu makes it possible to convert a shared resource, present in the library, into a local course resource, so that it is recorded as a “course” resource in case of saving the course concerned, so that the resource is well integrated into the backup.

Here is the difference in presentation between a local resource and a shared resource on a course:



Shared resources appear with a slightly colored background (formerly with the Moodle icon.)

## Add resource

This menu allows the addition of a resource to the library and enters all the linked metadata. An note when adding:

- A library resource can be shared at the level of the entire course, or the entire device (global sharing).
- Enter the different elements and save.
- The URL field is only to be entered if it is a resource of the web link type and not a document that you slip into the area provided for this purpose.
- The thumbnail is an image symbolizing the resource, it is optional.



## Import massively

This menu allows a massive import from a defined server path. The csv file will be placed in each level which is the only one to contain the files to be imported. The xlsx file that eventually generated the csv will not be mobilized.

- **Use a local path** : If checked allows you to set the path to import
- **Path to import** : Archive path in absolute path.



OR

- **Upload archive**: Drop the zip with documents and the metadata.csv file (UTF8 encoding)
- **\*Exclusion pattern** : Example : metadata.xlsx , to exclude this file. Example : \*.xlsx to exclude all files with this extension
- **Deduct the taxonomy of the path**: If checked, the relative path of the imported resour will serve as a basis for feeding the taxonomy. The hierarchical organization of the taxonomy produced will reflect the physical organization of the import repertoire. (If the data is organized into directories set to taxonomic names) This allows you to link the taxonomic tree already created to the name of the folders, otherwise it will create it automatically.
- **Taxonomy**: Select in the drop-down list one of the taxonomies defined in the central admin of the component
- **Create guidance labels**: If existence of an Entry column in the csv , will create the category label next to the index (requires a strict name identity)
- **Sharing level**: Site, or specified course category
- **Relocate**: allows resources to be relocated as a course resource, if resources are deployed in courses via csv at the time of import
- **Deploy zip archives**: If the resources are zips they will be deployed at the time of import.-----

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