

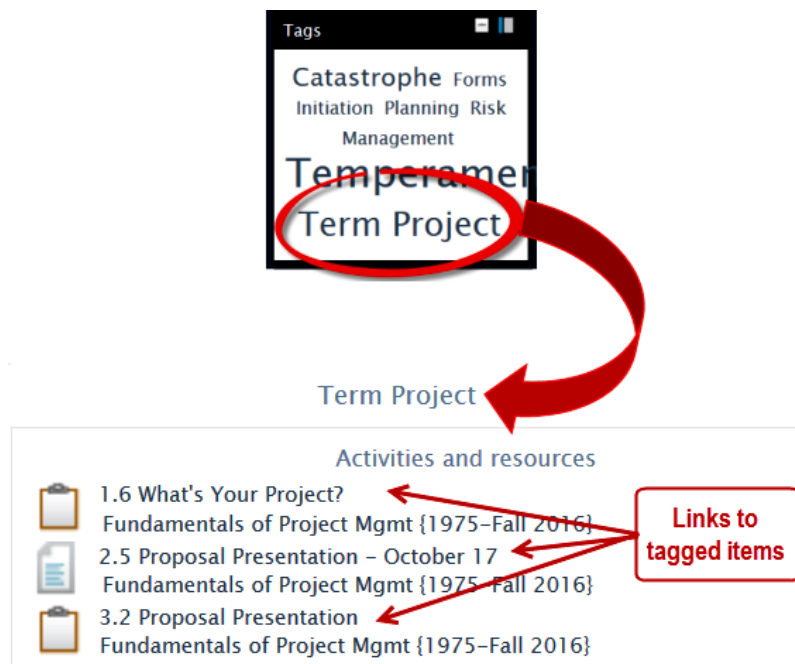
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Faculty: Set Up Tags

Hart Wilson - 2025-12-02 - [Comments \(0\)](#) - [Faculty](#)

Moodle allows you to provide links to resources and activities by using tags. Here's how it works:

As you create resources and activities, you tag them with an appropriate key word (or words). The tags will appear in the **Tags** block. Clicking on a key word will display links to all of the items you have tagged with that key word.



To tag an item, open it in edit view, then expand the **Tags** option area. Enter the first key word in the field provided and click on **Enter** to save the tag. Add more tags if appropriate. Save the item to record your changes.

▼ **Tags**

Tags No selection

Enter tags... ▼

Save and display Cancel



Catastrophe Cloud
Computing Data Eliphaz
Levi Event Management
Experience Film Forms
Gardening George Lucas
Initiation Interests
Outcome Assessment
Planning Program
Evaluation Project
Management Reading

With editing turned on in your course, click on **Add a block....** and select **Tags** from the list of available blocks.

Locate the new **Tags** block (ignore all of the random tags in it) and hover over the top of the block to display the editing icons. Click on the **Configure Tags block** icon.

In the **Configuring a Tags block** page, set the number of tags to display. In the **Tagged items context** field, use the pull-down menu to select your course name. Click on **Save changes** to display the tags that you have attached to items in your course.

Configuring a Tags block

▼ Block settings

Block title

Tags

Number of tags to display

15 ▼

Display tags

All ▼

Tagged items context ⓘ

System
Course: Fundamentals of Project Mgmt (1975-Fall 2016) ▼

Include child contexts ⓘ

☒

► Where this block appears

► On this page

Save changes

Cancel