

Guide for teachers

****Plugin:**** ZSK custom site home elements (`local\_zsk\_frontpage\_elements`)

****Purpose:**** Understand what you see on the Moodle site home — and who maintains that content.

****More documentation:**** [Installation guide]([INSTALLATION_ADMIN.md](#)) · [Student guide]([STUDENT_GUIDE.md](#))

Quick overview

The ****Moodle site home**** can include ****extra information blocks**** added by your institution — e.g. organisational notices, PDF links, or longer texts.

These blocks are ****not**** maintained inside a course. They are managed centrally in ****site administration****. As a teacher, you view them like any other user; you usually ****do not**** edit them yourself.

What you may see on the site home

Depending on your institution's setup, you may see one or more of the following patterns:

Inline text block

- A ****heading**** with ****text, images, or media**** below
- Examples: welcome message, semester information, contact details

Link to an info page

- A **clickable title** with a small icon (page, calendar, file, etc.)
- After clicking: a dedicated page with the full content
- At the top: **“Back to site home”**

Link to a file

- Clickable title opens a **file directly** (often a PDF)
- External links may open in a new browser tab

Elements appear in the **centre column** of the site home, often next to the course list, course tiles, or “Upcoming events” — depending on what your admins enabled.

What teachers normally do not do

Task	Who is responsible?
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Change site home text	Site administrator
Replace a PDF link on the site home	Site administrator
Reorder site home blocks	Site administrator
Maintain course content	Teacher (in each course)

If site home information is wrong or outdated, contact **Moodle support** or your central administration — not the course editor.

Exception: extended permission

In rare cases, administrators may grant **Manage site home elements** (``local/zsk_frontpage_elements:manage``) to specific roles. Only then will you see

maintenance screens under **Site administration → ZSK custom site home elements**. By default, the *Teacher* role does **not** have this.

Site home vs. dashboard vs. course

| Location | Content |

|-----|-----|

| **Site home** (`/`) | Institution-wide info, course overview, maybe events |

| **Dashboard** (`/my/`) | Personal overview after login |

| **Course** | Teaching materials, activities, forums, etc. |

Site home elements do **not** apply to individual courses. Course events on the course page may come from the separate **ZSK course events** activity — that is a different module.

FAQ

I cannot find a menu item to edit site home text.

That is normal. Maintenance is handled by administrators.

A link on the site home does not work.

Report it to support; possible causes: missing file, invalid URL, inactive element.

Can I show the same text in my course?

No — copy the content into a course activity (Page, Book, File) if needed, or ask administration for a suitable site home entry.