Please login into the University Portal at <https://portal.gre.ac.uk> using your University username and password



Open the “Research” tab



And click on the link “PGR attendance and Engagement Monitoring” for your Faculty



This will open in a new window the Moodle page for your faculty “PGR Attendance and Engagement Monitoring” course



Select the relevant link to submit your learning logs and then click on “Add submission”



Thick the “This assignment is my own work” box and upload your file by dragging and dropping it



or by searching on your files



Then click on “Save Changes” and your document will be uploaded into Moodle.