



A COMPARATIVE ANALYSIS OF MICROSOFT TEAM AND MOODLE FOR A BETTER LEARNING MANAGEMENT SYSTEM

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ABSTRACT

E-learning has been in existence for a while. However, the Covid-19 pandemic brought it to light as an effective tool in promoting sharing of knowledge and curbing the spread of the virus. Different software exists to help learners and tutors to integrate online. The Moodle software program was developed to enable learners to acquire knowledge and skills and receive a degree after they have qualified. The functionality of Moodle has spread beyond education. Different organizations use the software to promote training and research. Microsoft Teams is a communication software that allows individuals to interact through chats, calls, audio, and video conferencing. It has integrated with Microsoft Office and the M365 Manager to promote information sharing. The individual need determines the choice of software. However, one can use Moodle and Microsoft Teams software consecutively to encourage communication and learning.

KEYWORDS: Moodle, software, Microsoft Office, M365 Manager, E-learning, Microsoft Teams.

INTRODUCTION

Learning is an ongoing process in human existence. Human beings acquire knowledge consciously through reading and research and unconsciously through experiences. For a long time, learning was restricted to a classroom. The advance in technology and the development of communication networks have brought learning to the digital platform. The global pandemic emphasized e-learning solidifying its existence and confirming its reliability. E-learning allows people to access information, conduct research, interact with other learners and attend classes. Online tests and exams have allowed people to graduate with certificates and apply their skills in personal growth (Subramanian et al., 2014). E-learning is an essential step toward centralized learning because it integrates individuals from all over the world. Online learning systems are the future of learning because they offer knowledge at any time or place. Online management systems such as Moodle and Microsoft Team continue to evolve to enable learners and tutors to share knowledge and allow organizations to identify their needs and maximize their potential.

MOODLE ONLINE LEARNING SOFTWARE

Modular Object-Oriented Dynamic Learning Environment (Moodle) is online learning software that allows students to identify courses and curriculums of their interests

and connects them with a suitable tutor promoting learning. Moodle is free software developed in 2002 by Martin Dougiamas to offer online education and enable students to acquire degrees (Pavlovych & Bilous, 2019). Moodle offers approximately 1.4 million courses, and statistics show that about 14 million students have benefited from these courses. The software design focuses on compatibility with a plethora and plug-ins, making it easier for students to log in, filter, and authenticate their pages. Operating systems that support PHP, for instance, Mac OS X, Windows, and Linux, allow the use of the Moodle system in learning.

MOODLE FEATURES

The front page of the Moodle site consists of information about the establishment. The student then creates an account to join Moodle and is given logins to enable them to sign in automatically. Once they have access, the students can select a course and get resources and activities related to the system (Simanullang & Rajagukguk, 2020). At this point, the student can also interact with the teachers. The teacher may organize the study based on topics or the entire course. There are no unique treatments or privileges in Moodle. The software automatically places the students based on their needs and course requirements.



APPLICATIONS OF THE MOODLE LEARNING SYSTEM

Moodle began as a software that allows students and teachers to share knowledge and promote learning. However, organizations, non-profits, businesses, and hospitals have evolved to enable the employees to interact in their daily operations (Hanafie Das et al., 2020). It also offers a platform to train employees. It allows for new employee assessments to determine their strengths. It also provides training that equips employees with skills that ensure competence. Numerous hospitals use Moodle for research and training purposes. It also allows cooperation to research and gains competitive advantages. Moodle has been used in organizations to acquire information, train the staff, and conduct research to respond to the changes in the social and economic environments.

BENEFITS OF USING THE MOODLE LEARNING SYSTEM

Moodle is used to gauge a new employee's knowledge and skill levels. The software tests the new employees and can easily prove who succeeds in the training (Kim et al., 2019). It allows organizations to test the staff on various topics, for instance, work safety training, to determine their level of awareness. The software offers managers platforms that test employees' understanding and competency levels that rely on an evaluation scale. The scale determines the grade by analyzing responses given by those tested. Cooperations can research to determine production needs. It also informs procedures used in executing responsibilities around the workplace. Hospitals have also benefited from Moodle system and improved healthcare delivery. The software offers training on a holistic approach to healthcare that has enabled health professionals to employ these methods in treatment (Rimsha et al., 2021). It provides physician training that increases their knowledge and skills, allowing them to maintain a competitive advantage.

STRENGTHS AND WEAKNESSES OF MOODLE

Downloading the software is free and easy to use. Moodle uses an open-source code that allows users to change or review when needed. Its flexibility allows users to customize features to their desire while adapting to the changes in the environment. Understanding the need for growth has allowed Moodle to integrate other people's views in developing secure and efficient software (Sadikin et al., 2019). Moodle comprises a diverse group from all over the world who bring varied ideas that promote growth. However, the software can only produce basic reports of specific data. The challenge affects large cooperations and hospitals that need detailed descriptions of operations and tasks.

MICROSOFT TEAMS

Microsoft Teams is an online-based platform that allows people to communicate, share information and hold

online meetings. It is communication software developed by Microsoft in response to the demands for online learning systems. Despite not offering to learn, Microsoft Teams is instrumental in organizations because it fosters employee interactions that influence the course of action in the organization (Martin & Tapp, 2019). It offers tools that individuals or organizations can use to interact without the pressure of physical availability. It is a team-influenced online platform that promotes individual interactions and informs decisions that impact an organization. It promotes information sharing by bringing together directors, stakeholders, managers, and members of respective teams. Microsoft Teams cannot effectively perform and share bulky documents. The M365 Manager, software integrated into Microsoft Teams, allows sharing of bulky documents. It also manages the teams by creating and deleting teams and channels in Microsoft Teams.

MICROSOFT TEAMS FEATURES

The Microsoft Teams software consists of features that help users navigate the online platform. The software brings together individuals in teams and channels. A team and channel option allow members within the team to examine, discuss, and contribute to specific topics of discussion. It also allows them to contribute to problems that need fixing. A chat function will enable individuals to start conversations and receive (Martin & Tapp, 2019). A user can send a message to an individual or the entire team. A telephony function allows users to make and receive calls directly from the software. The online meeting function brings together team members, managers, and stakeholders. It can hold about ten thousand users, is helpful in organizations, and influences decision-making (Martin & Tapp, 2019). The software has audio and video conferencing features that allow team members to come together and discuss company matters. User preference determines when one can use the audio and video functions interchangeably. It has storage features that keep documents and files shared across the conversations. The storage option has a security feature that keeps sensitive files secure.

APPLICATIONS OF MICROSOFT TEAM

Teams in communication can use the software without the pressure of distance or time. It allows employees to create time in their busy schedules to interact and work on projects. It has also promoted employees working from the comfort of their homes. The M365 Manager Plus can create and delete channels and teams in the software, reducing Microsoft Team bulkiness and promoting efficiency (Wijayanto et al., 2021). The Task App in Microsoft Teams enables the user to bring together ideas into a personalized task management tool that keeps the team in check and ensures that they complete their tasks (Henderson et al., 2020). The Task App tool is advantageous, especially in busy organizations with numerous studies and information. It also promotes organization through systematically working



down the list. The Task App analyzes the individual assignments concerning that of the team.

Microsoft Teams promotes communication among team members and between individuals in an organization. It is a chart-based platform comprising different Microsoft tools that enable organizations to operate and handle tasks effectively. Microsoft Teams is an enterprise communication tool that promotes online interaction in the organization, a positive shift away from the traditional office idea (Allison & Hudson, 2020). It also makes it possible for students to interact in class and share ideas. Physical participation in meetings is influenced by availability and time. Microsoft Team ensures team members can interact virtually by utilizing the time that favours all participants. As a result, tasks can be undertaken efficiently, promoting team cooperation and company growth. Targeted information can also be sent through Microsoft Team as real-time messages to the intended team members while leaving the other members of the team out of the discussion. System flexibility ensures that Microsoft Team can use the software on devices with Windows, Mac, or IOS operating systems.

STRENGTHS AND WEAKNESS

The software has its chat, video, and audio functions integrated into MS Office, allowing an effortless interaction and sharing of files among team members and individuals (Buchal & Songsore, 2019). The software integrates with other Microsoft tools like Microsoft 365 Manager, which promotes sharing of bulky files among team members. The cloud-based storage option in Microsoft Teams ensures the security of files and information while also making it easily accessible by the owner (Amershi et al., 2019). However, Microsoft Team is a communication platform that is ineffective in sharing bulk information. Microsoft Team should undergo improvements to enable the software to share bulky documents. Microsoft has made efforts to develop software that ensures user satisfaction. However, instead of integrating different software, for example, MS Office, M365 Manager, and Microsoft Team, the company can develop single software with all the components from the various software.

COMPARING MOODLE AND MICROSOFT TEAM

Moodle is a learning-based online system that promotes knowledge sharing and leads to students acquiring skills and receiving degrees. An individual seeking to pursue a course has to create an account and gain access to Moodle. The student then selects the desired path and is automatically taken to the classes and teacher (Gladilina et al., 2020). Different organizations use the Moodle software to promote employee training, facilitate communication, and promote information sharing. It still uses the same procedure as when registering for learning. The software uses an open-source code that allows users to change it when needed. It is also compatible with Windows, IOS, and Mac, and users can customize the web page to suit their desire.

The Moodle software is constantly changing in response to the shift in the environment.

Microsoft Team is a communication tool that brings people together and creates discussions on matters influencing a project. Microsoft Teams cannot be used in project management independently. Fusion with other models of learning and management influences performance. The online platform comprises features such as audio conferencing, chats, and telephony that allow many people to interact and influence decision-making (Rojabi, 2020). The storage function in Microsoft Team promotes securing of files and documents. It has a privacy feature that allows users to protect their information from unauthorized access. However, Microsoft Teams cannot perform certain functions by itself and integrates other software, for instance, the M365 Manager, that enables sharing of bulky documents between team members. Microsoft did not develop Microsoft Team software to function independently but collaborated with other software.

The global pandemic brought the need for software that enabled people to interact virtually (Henderson et al., 2020). Both Moodle and Microsoft Team have successfully delivered their intended function to the user. An organization's choice of software is determined by its need. As technology advances, new problems come to light. Development of improved software focuses on solving the issues while also updating the current software. A company that majorly needs employee training can decide on the Moodle software, while an organization driven by the need for effective communication can choose the Microsoft Team software (Subramanian et al., 2014). Organizations can use Moodle and Microsoft Team software to address the varied needs in the organization. Numerous organizations have employed both software, and they are working effectively in managing the organization's problems and needs. Politeknik Malaysia has been using Moodle since 2009. From the COVID-19 pandemic in 2020 to the present, Politeknik Malaysia is starting to use MS Teams as an e-learning tool. Until now, Politeknik Malaysia continues to use Moodle and Microsoft Team. Therefore, identifying an organization's needs determines the type of software needed by the company.

CONCLUSION

Learning is a continuous process that involves acquiring knowledge. E-learning has made it possible to acquire anytime and from any place. Technological innovations in the modern world have led to software development that one can use to access learning. Moodle began as an education platform but has evolved to help organizations, businesses, and hospitals attain employee training, communication, and research. Moodle functions by testing employees and analyzing their responses using an evaluation scale that determines their potential for competence. Its flexibility, user-friendliness, and efficiency have given Moodle a competitive advantage in meeting user needs.

The Microsoft team is an online communication tool that allows users to interact with others through messages, audio



calls, and video conferencing. It can hold up to ten thousand participants and has been used in organizations to promote information sharing between stakeholders, managers, and different teams. The storage function in Microsoft Team backs up information in the clouds, which can be accessed and retrieved at any time. Integrating different Microsoft software has made Microsoft Team the envy of most applications. One can access excel or word documents while on a conference call and even retrieve information from the cloud. Organization needs and individual preferences influence the choice of software.

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