Myanmar Teacher Platform

Dashboard

User Guide for Independent Learner

Contents

1. Introduction

Myanmar Teacher Platform is intended as a practical learning platform for educators, learners and other interested parties to access quality learning materials, videos and other resources in a safe and secure environment. As it is cloud based, it provides a secure and accessible platform for users with any device through its responsive web design.

It offers a variety of standard learning features such as lectures, quizzes, certificates, live sessions, interactive support, M&E dashboard, notifications and offline mode features. Moreover, it also includes different roles and accessible rights to make it easy to analyses the course participants and completion data.

In this user guide, you will learn more about the use of the Myanmar Teacher Platform. The step-by-step instruction with screenshot allows you to access all the facilities and resources available from Myanmar Teacher Platform.

If you still have any questions, you can contact to us through the "Contact Us" section.

2. Dashboard Permission

- **Independent Learner –** The user with "Independent Learner" accessible right can browse and take the "courses" which are available for them.
- The user with an account can access the **Dashboard.** On the **Dashboard**, you can view **Notifications**, **My Courses,** change **Profile Data** and **Password**.
- To access the **Dashboard**, you can use following website URL in your web browser: https://mmteacherplatform.net.

3. Myanmar Teacher Platform

3.1. Home Page of Myanmar Teacher Platform

Home page is the main first page of the E-learning platform and there areseveral menus to access different pages. The graphical user interface is also optimized for ease of use and by enabling offline mode on, recently visited web pages, courses and videos while internet is connected, can be viewed when there is no internet. This platform also connects to the E-library in which you can find over 150 digital resources related teacher education.
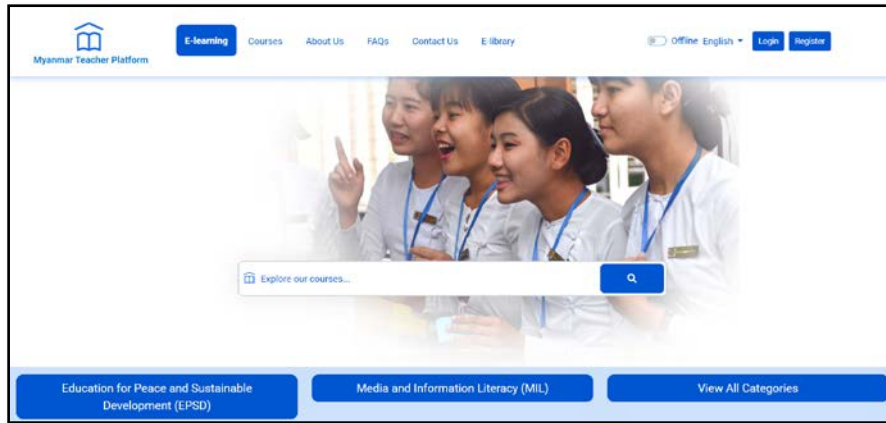
Figure 1: Myanmar Teacher Platform

3.2. Language Feature

This platform can be accessed both in Myanmar and English languages. If you want to access in Myanmar language, click on [မြန်မာ(ယူနီကုဒ်)] and if you want to access in English language, click on English.
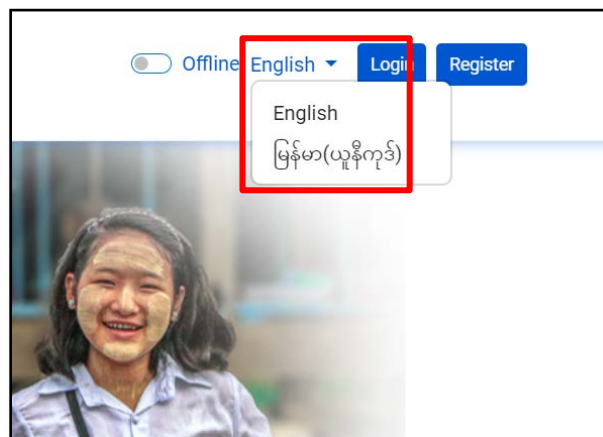

Figure 2: Language Feature

3.3. Offline Feature

You can activate the offline feature to download the platform data in your browser cache. This allows you to view the pages and videos/lectures you visited while being offline depending on the storage space on your browser. To enable the offline mode to cache the data of visited pages or videos, take the following steps.

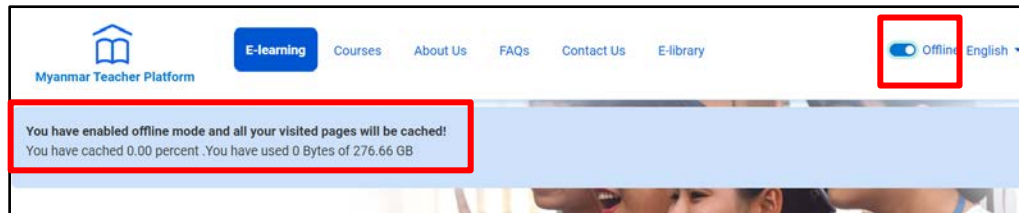Step 1: Click on offline button.

Figure 3: Offline Mode On

Note: It will save your browsing history, pages and videos viewed while you were online. Once the offline mode is on, notification/alert message will display right below the menu bar and the storage percentage on the notification bar every time you visit a new page, will increase.
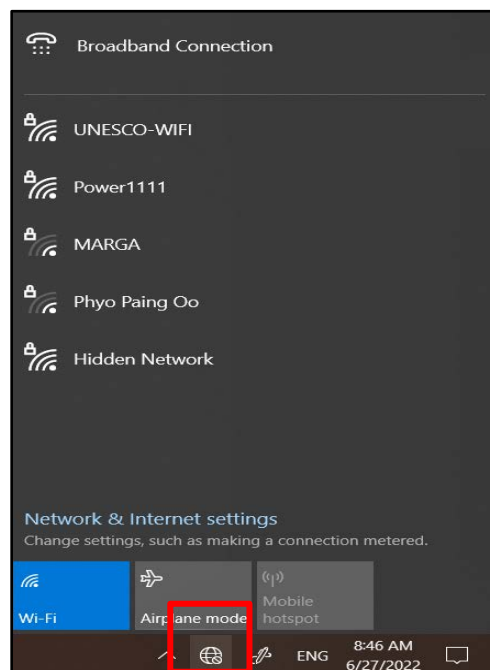
Step 2: Switch off your internet

Figure 4: Switch off Internet

Note: Offline button still needs to be switched on and view the pages or videos visited before.

Step 3: You can access the previous pages and videos/ lectures though you are no longer connected to the internet.
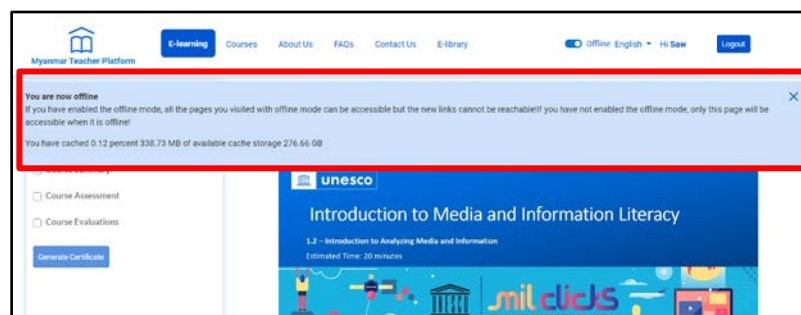

Figure 5: Play back videos without internet

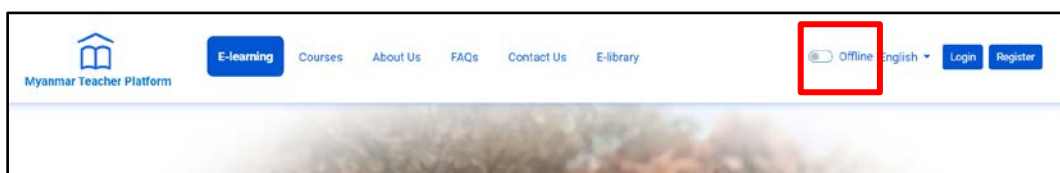Step 4: Switch off the offline button.

Figure 6: Switch off Offline mode

Note: all the browser cache will be deleted. When you are on offline mode (switch offline button on), you will no longer receive the server updates (e.g., new courses uploaded after enabling offline mode. Therefore, it is not recommended to use offline mode if you want to do some interactions (e.g., completing a lecture section) as it applies "cache first strategy" when the offline mode is on. In other words, offline feature is suggested to use when there will be "read" actions to be performed than "write"/" update" actions.

3.4. Registration

You need to have an account to access the E-learning Platform before you take a course.

Step 1: Click on "Register" which is on the top right corner of the Screen.

Figure 7: Register feature on Home screen

Step 2: It will reach to the "Registration Page" as shown in Figure 8. After you fill the form, click "Register" to be registered in system.

Figure 8: Registration page

Note: As you are independent learner, you have to choose "Learner" in Account Type and "Independent Learner" in User Type. You need to add the correct "Email Address" and "Phone Number" because the system will send you an one-time password code to verify your account in the system. The labels which are marked with an asterisk are mandatory to give your information. Provide the name correctly (not nickname), if not, it will affect in the certificate.

3.5. Login Page

On the Myanmar Teacher Platform,

Step 1: Click on **Login** as shown in Figure 5. It will reach to the Login page.

Step 2: Type **username** and **password** for your independent learner user account.
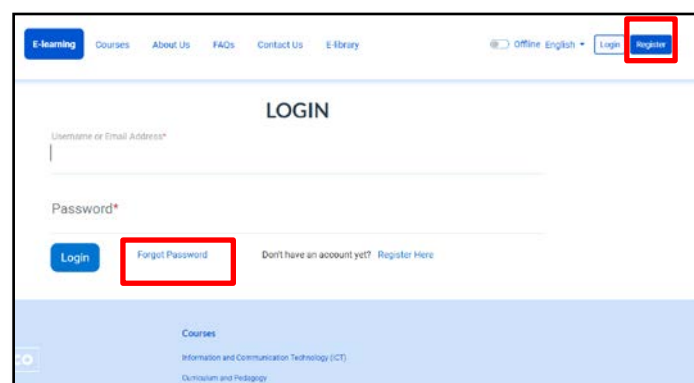

Figure 9: Login Page

Note: The username and password should match. If not, you cannot login to the system. If you have any difficulty to login access, you can click "Contact Us" to contact admin for your issue.

3.6 Reset Password

If you forget the password, you can click "Forgot Password" to reset your password again.
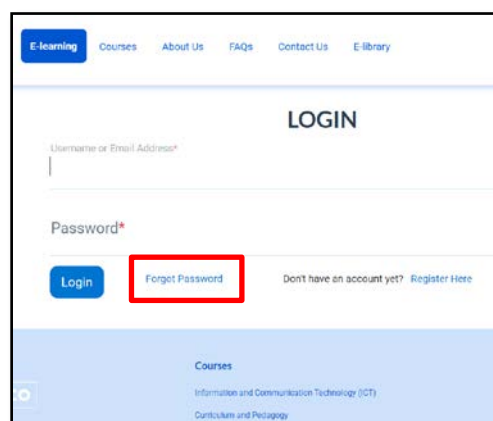
Step 1: Click "Forgot Password".

Figure 10: Forgot Password

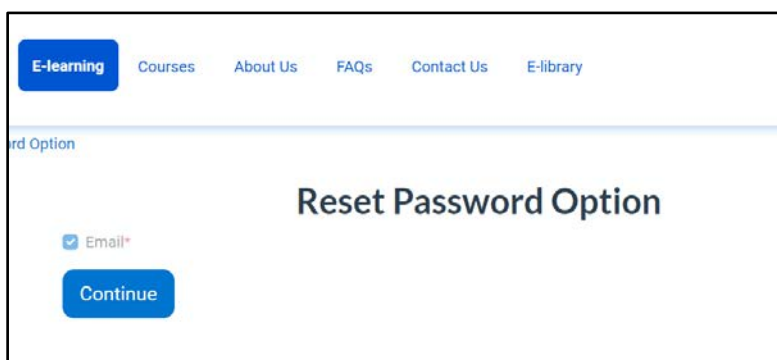Step 2: Click "Continue" to reset password option.

Figure 11: Reset Password Option

Step 3: Fill Gmail address and click "Send Password Reset Link" to receive the reset link in your Gmail.
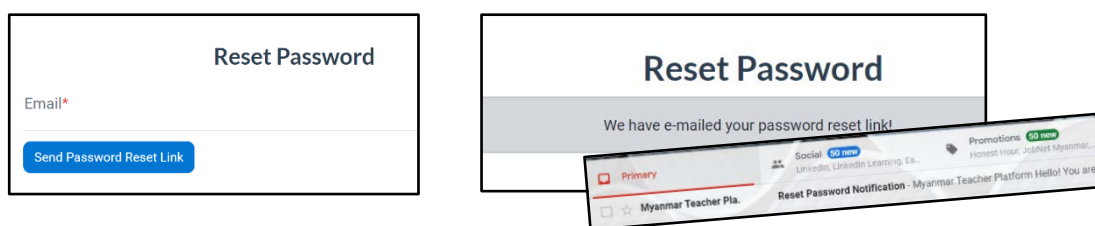

Figure 12: adding Gmail to receive the reset password

4. About Us

You can click on "About Us" to explore more about this platform which is shown in Figure 13.
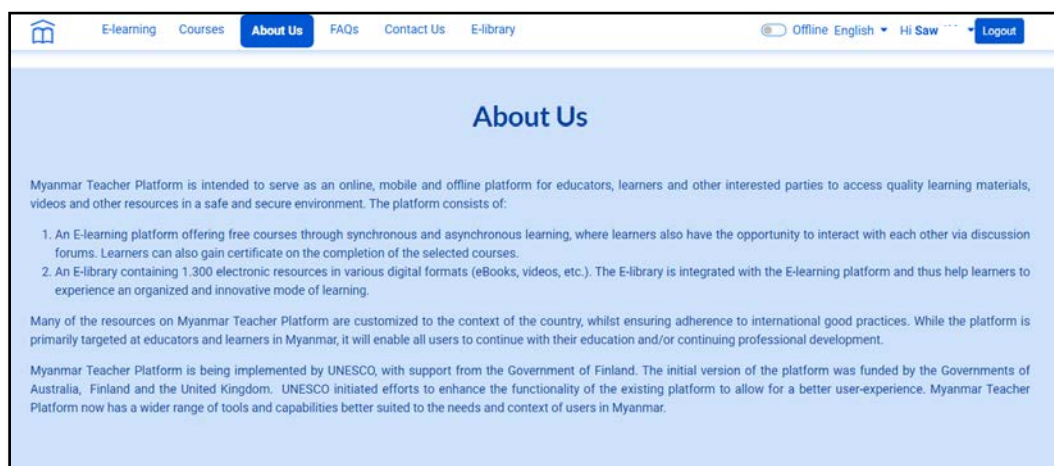

Figure 13: About Us feature

5. FAQs

You can click on "Frequently Asked Questions" to check the responses for those questions often raised by the users, as shown in Figure 14.
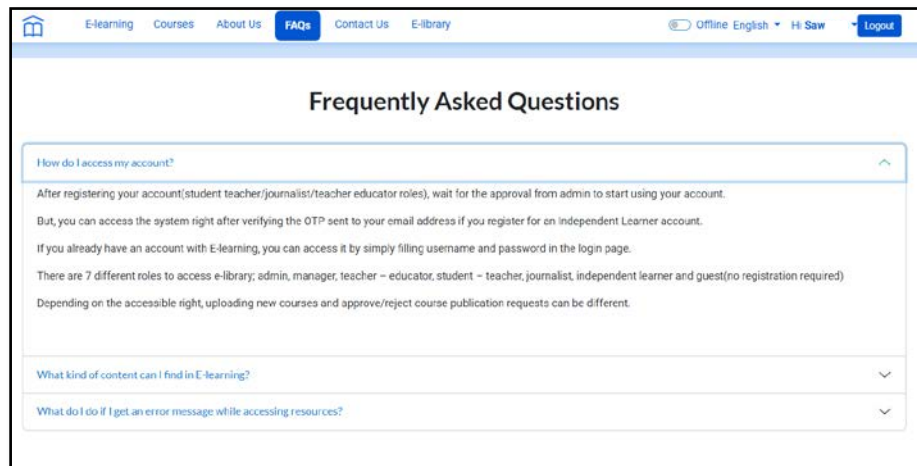

Figure 14: Frequently Asked Questions (FAQs)

6. Contact Us

If you have any questions or suggestions, click on "Contact Us" feature and it will show the contact form as shown in Figure 15. After filling the form, click on "send" so that your feedback (or) questions will reach the site owner.

Figure 15: Contact Us

7. E-library

As stated before, this E-learning platform is linked with UNESCO E-library, click on the "Library" to access and download useful resources.
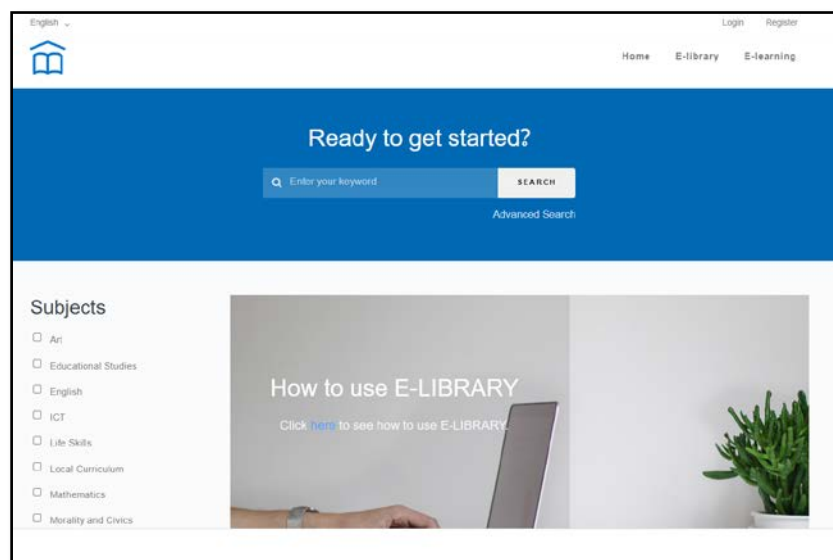
Figure 16: E-library Page

After clicking on the E-library tab, you will reach the "E-library" page and can search the resources which are available for the public. The available resources and materials on E-library are Information and Communications Technology (ICT), Curriculum and Pedagogy, Media and Information Literacy (MIL), Education for Peace and Sustainable Development (EPSD), Comprehensive Sexuality Education (CSE) and Disaster Risk Reduction (DRR).

8. Course Categories

This will enable to you browse and enroll the courses related to Information and Communications Technology (ICT), Curriculum and Pedagogy, Media and Information Literacy (MIL), Education for Peace and Sustainable Development (EPSD) and Comprehensive Sexuality Education (CSE).

8.1. Searching the courses

You can find the courses to learn in "Courses" and also search on "explore our courses" which is shown in Figure 17.
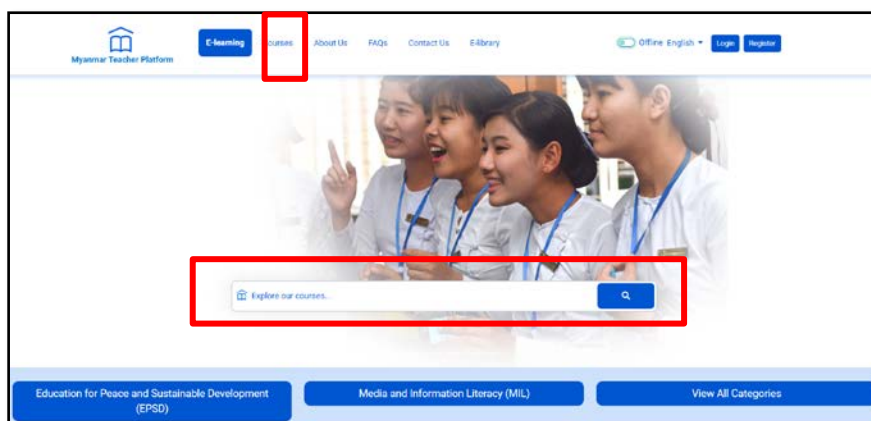
Figure 17: Searching Course

8.2. Taking the course

When you identify a course that you are interested in taking,

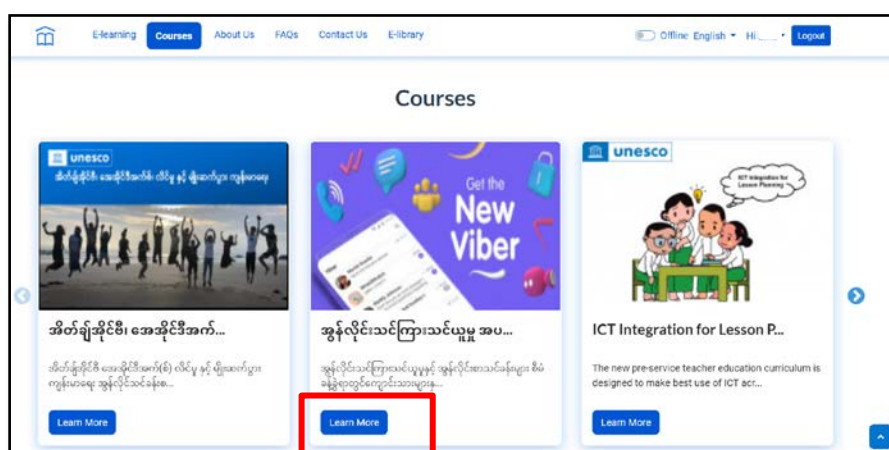Step 1: Click on "Learn More" to take a course, as shown in Figure 18.

Figure 18: Selecting Course

Then, it will take you to a page with a detailed description of the specific course and allow you to enroll the course. For example, let's say you are considering taking or want to know more about the "Viber Application course" which is shown in Figure 19.

8.2.1. Course Overview

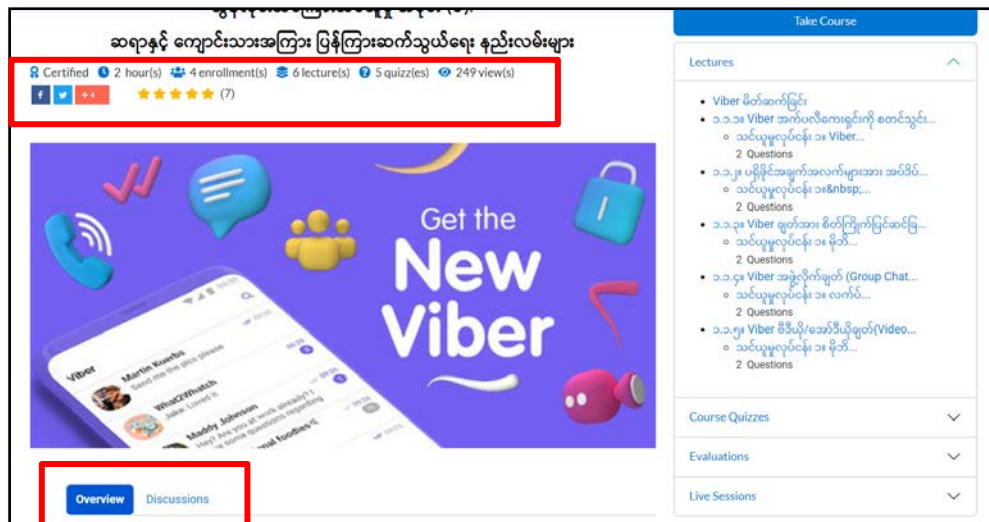"Overview" of the course and "Discussion" board to discuss the course with other users can be accessed here.

Figure 19: Taking course, Overview and Discussions

Note: You can also see the following items to learn more about the course.

Certified *–* <mark>*whether*</mark> *the course is giving certificate (or) not.*

 Hour *– how long the course will take.*

Enrollment *– how many enroll the course.*

Lecture & Quiz *– how many lectures and quiz in the course.*

View *– how many users viewed the course.*

Rating *– rating of the course by course takers.*

Social media *– it is available to share on social media such as facebook, twitter, Instagram, etc.*

8.2.2. Course Structure

Step 3: Click on the "take course" then, it will reach to the detail structure of the course.
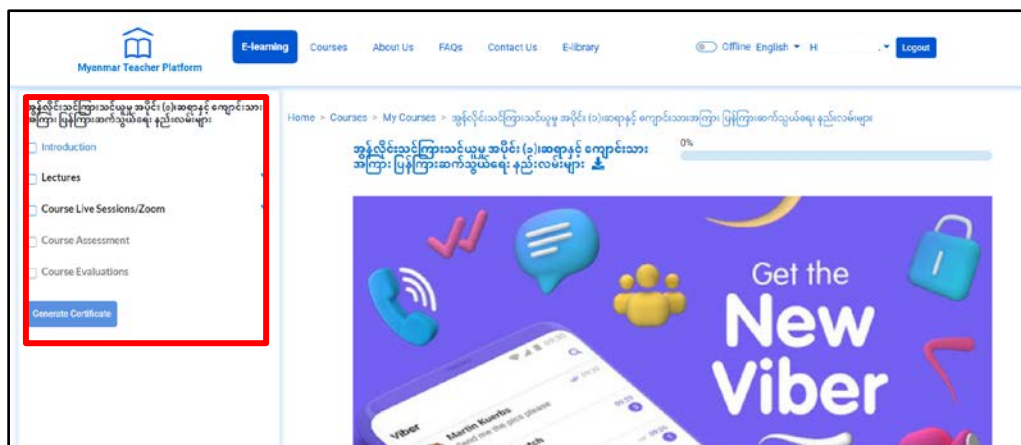

Figure 20: Course Structure

8.2.3. Live session

Live session is also available on this course. After clicking on "Course Live Sessions/Zoom", it will reach to Register of live session page as shown in Figure 21.

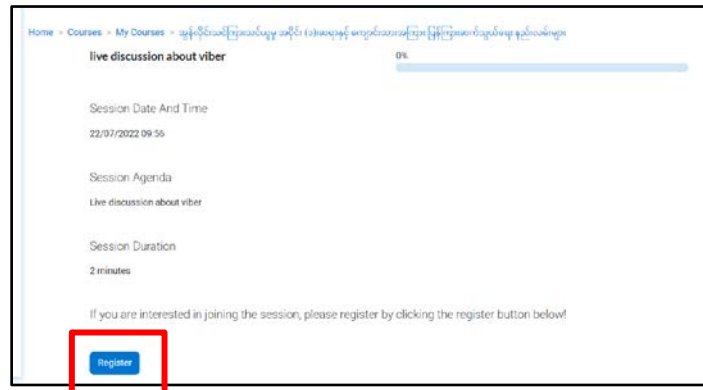Step 4: Click "Register" to receive the zoom link to join the live session.

Figure 21: Register for Zoom link

Step 5: Click the URL link which is shown on Figure 22 to join the live session.
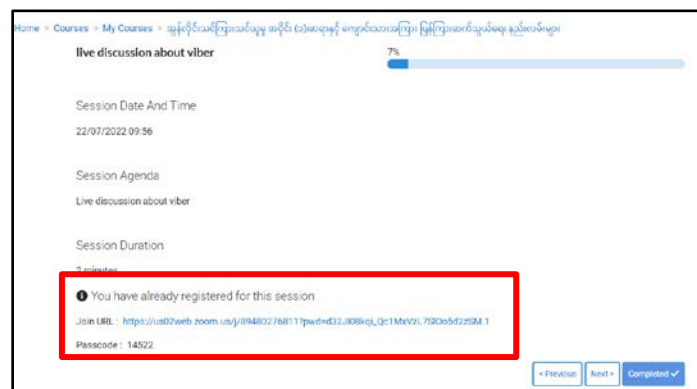

Figure 22: Zoom link for Live session

8.2.4. Course Assessment

You need to take the course assessment before earning the certificate. After clicking on "Course Assessment", it will display the quiz assessment.
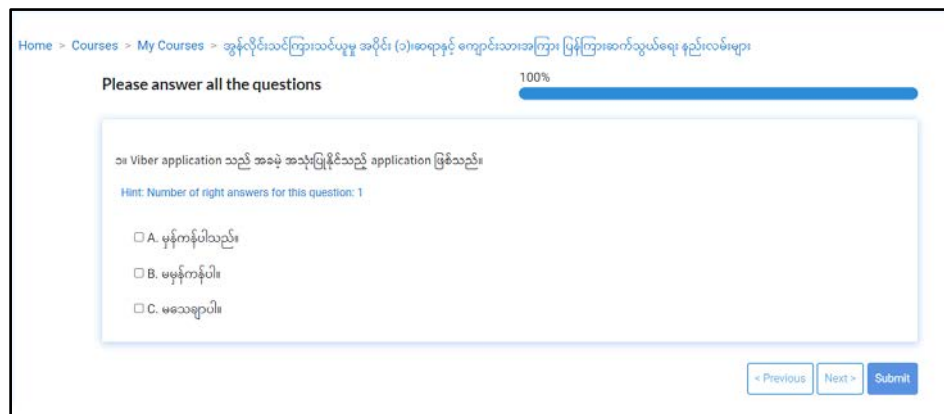
Figure 23: Course Assessment

You will have to complete the whole course from "introduction" to the "course evaluation" to earn the certificate, if the course is designed to provide you with a certificate.
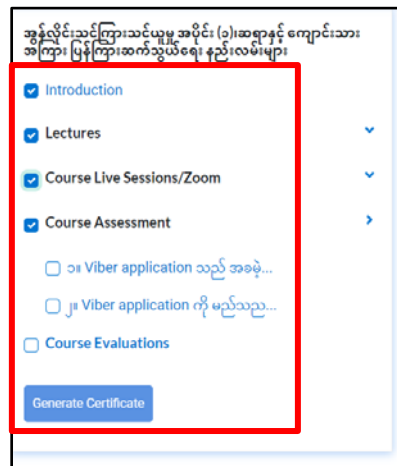

Figure 24: Course Structure

8.3. Completing the course

You need to complete "Course Evaluation" to receive the course certificate for those courses that provide the course certificate. As in Figure 25, if the course evaluation has not been submitted, the "Generate Certificate" box will be in dim color and you will not be able to click on it.
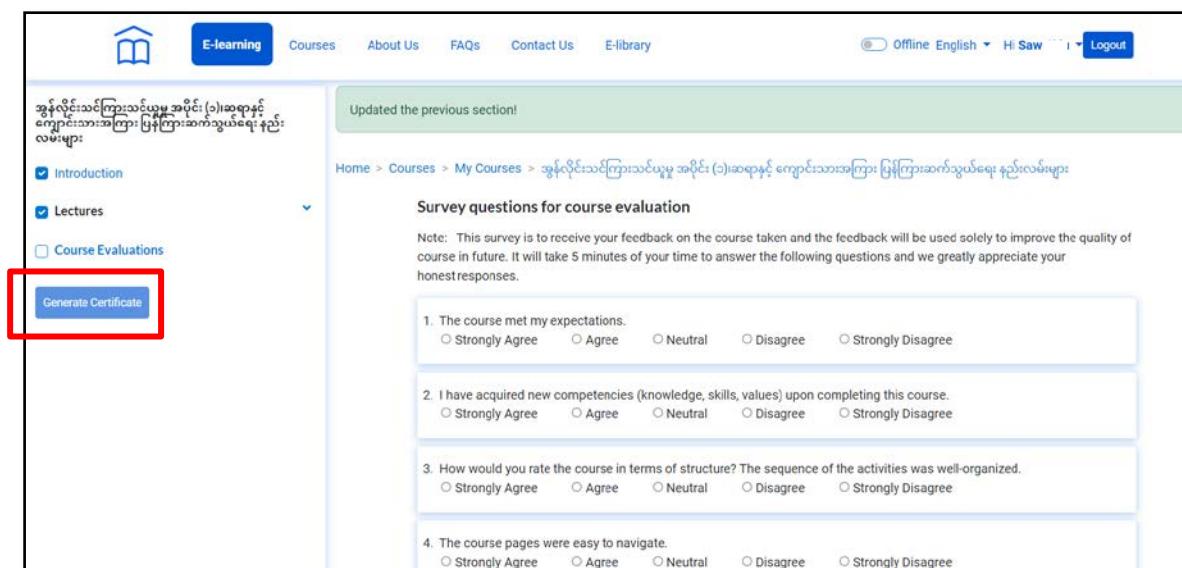
Figure 25: Course Evaluation

After responding to all questions in the course evaluation,

Step 1: click on "submit" to send your feedback to the course owner.

Figure 26: Completing the course evaluation

If you click "Save & Return Later, the feedback stays pending, and it will not be sent to course owner yet.

After submitting the feedback form, you will now have access to "Generate Certificate" and receive your certificate.

Step 2: Click "Generate Certificate" to receive the certificate.

Figure 27: Generate Certificate

After clicking on the "Generate Certificate", the certificate will be downloaded in "pdf" version.
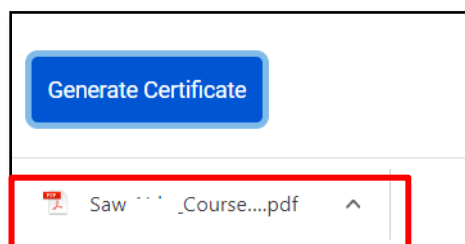

Figure 28: Download the certificate

8.4. Resuming the courses

If you didn't complete all the lectures of the course in one time, you can resume the course by clicking "My Courses" to search the courses you took in the previous.
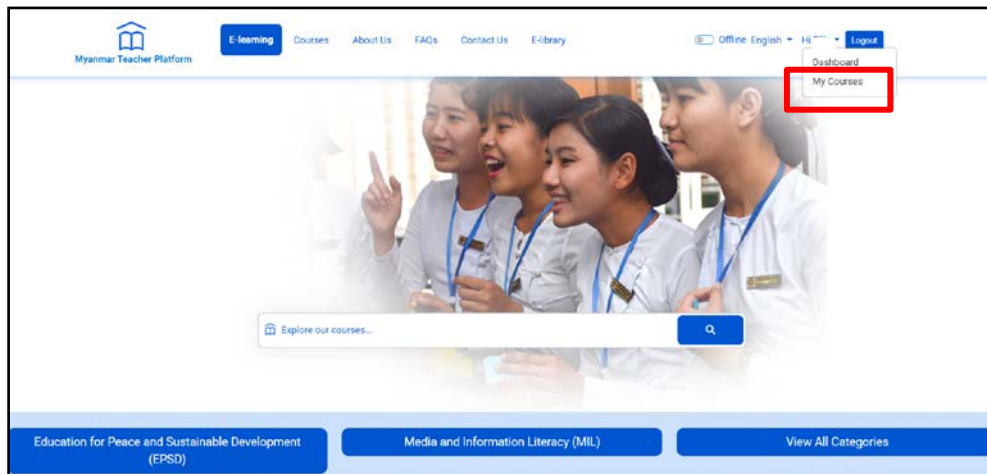

Figure 29: My Courses

After clicking on the "My Courses", you will see all the courses that you took previously.
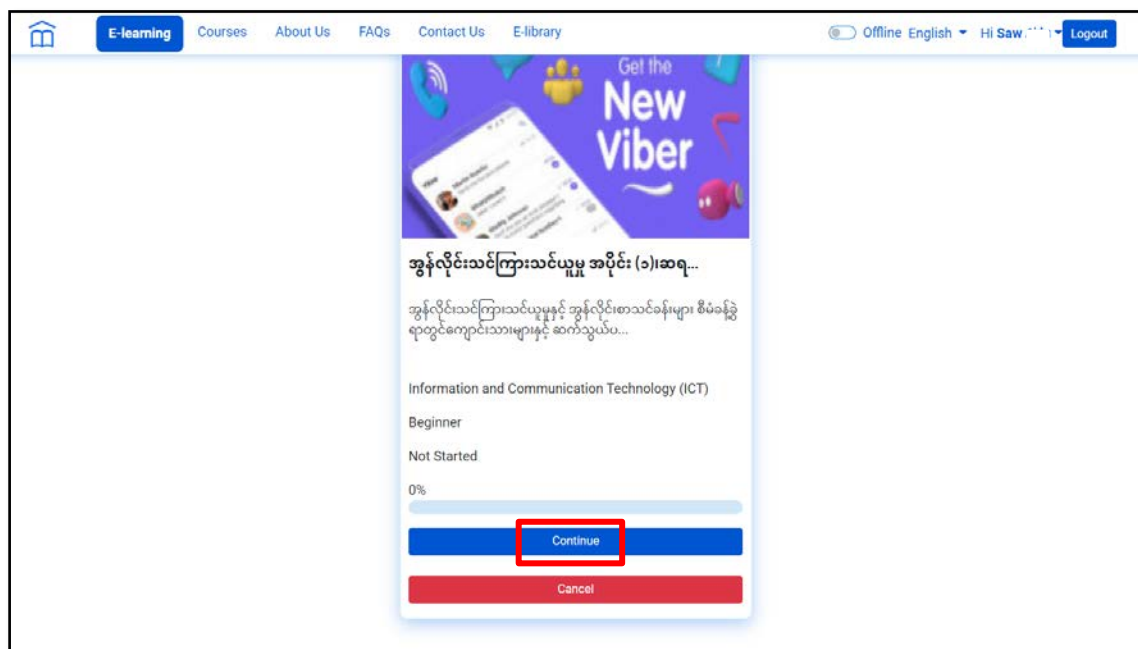

Figure 30: Resume Course

8.5. Canceling the course

You have an option to cancel the course if you didn't complete all the lectures and are no longer planning to complete the course.

Once you click on "My Courses", you will see all the courses that you are currently enrolled in as well as the ones you have already taken previously.
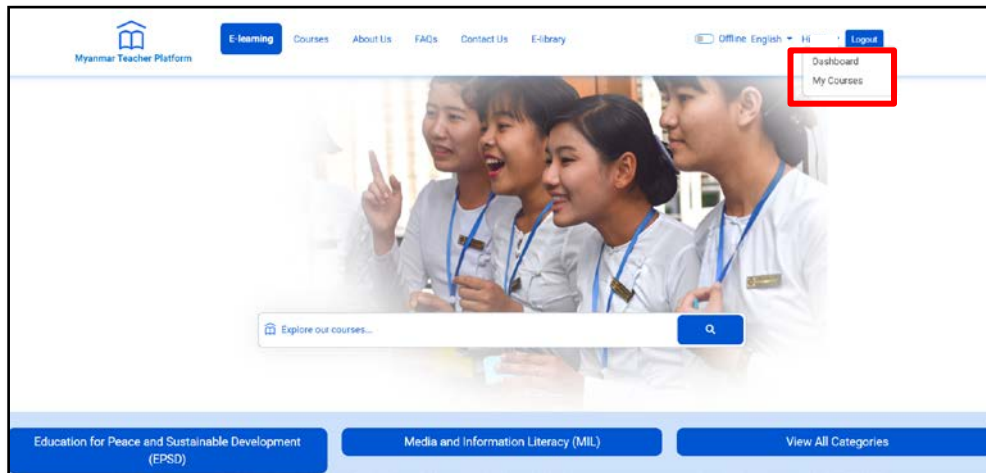

Figure 31: My Courses

Click on "Cancel" to remove the course from your course page.
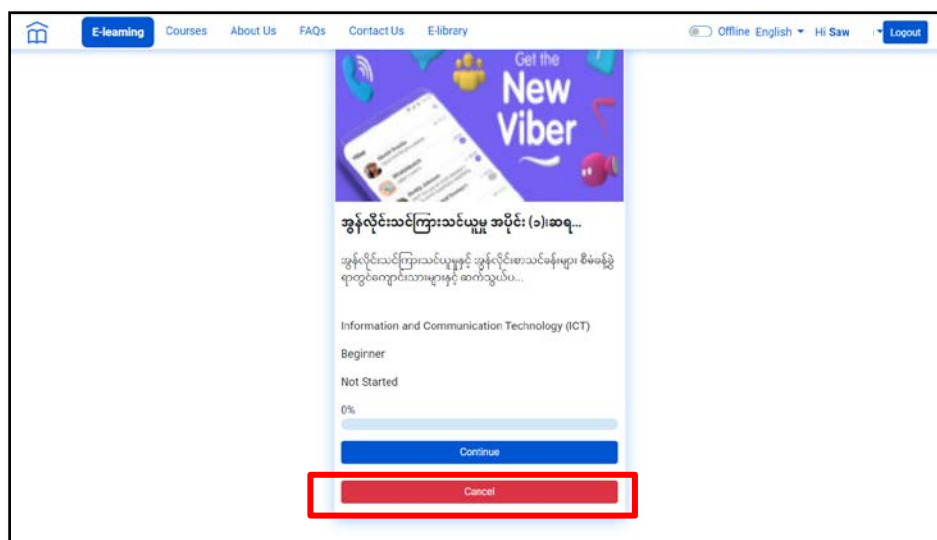

Figure 32: Cancel the course

Note: you cannot click "cancel" if the course is 100% completed.

9. Dashboard

You can access "Notification Features & My Courses" in Dashboard page. In "My Courses" function, you will see the number of courses you have taken. In "Notification" function, you will receive notifications if your courses are expired (or) any other updates from course owner.
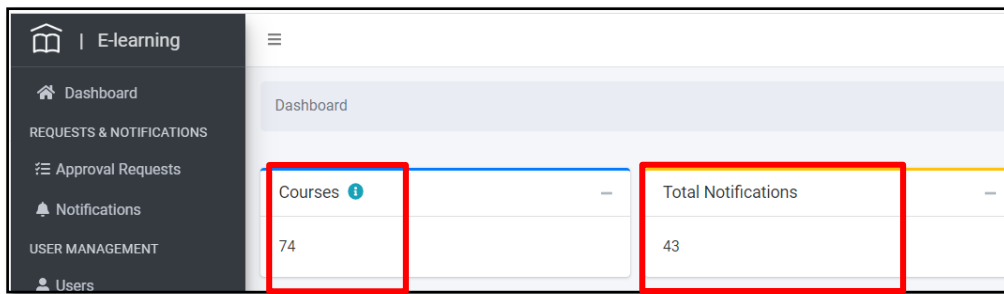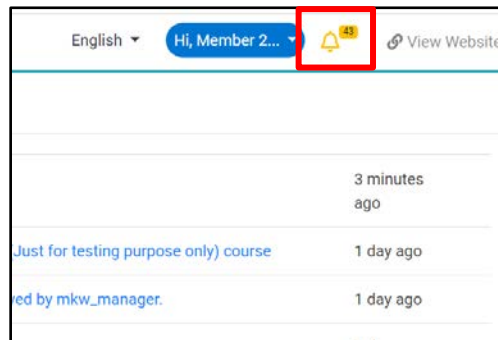
Figure 33: Dashboard feature

Figure 34: Notification Alert

10. Update Profile

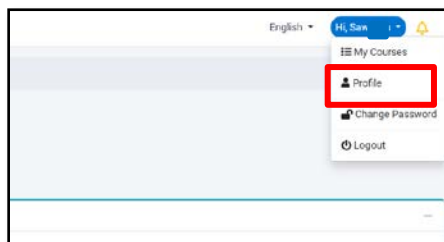You can also update your profile by clicking "Profile" feature.

Figure 35: Choose Profile

After clicking on "Profile" feature, you will see the Profile form to update your information.

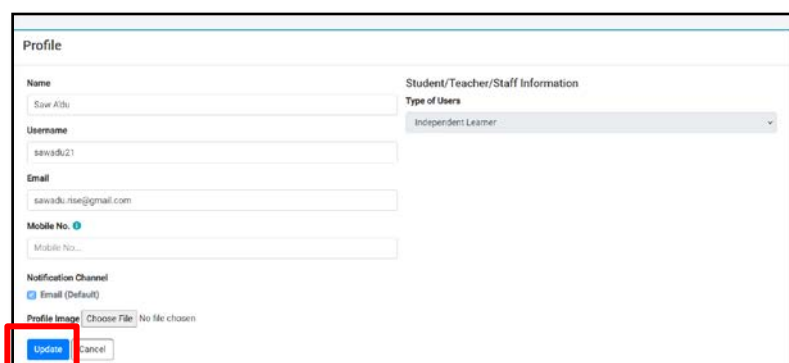Figure 36: update Profile

11. Update Password

You can also update your password by clicking "Change Password" feature.
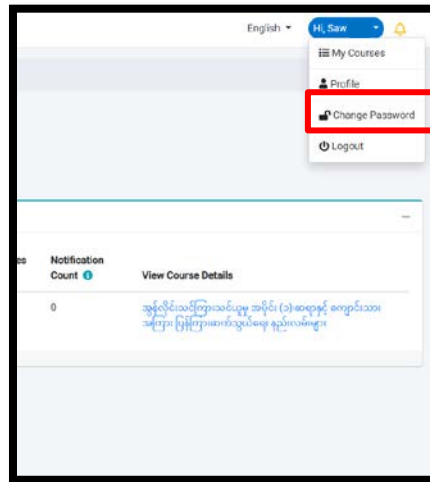

Figure 37: Choose Change Password

When you click on "Change Password", it will take you to the Change Password page to reset your password.
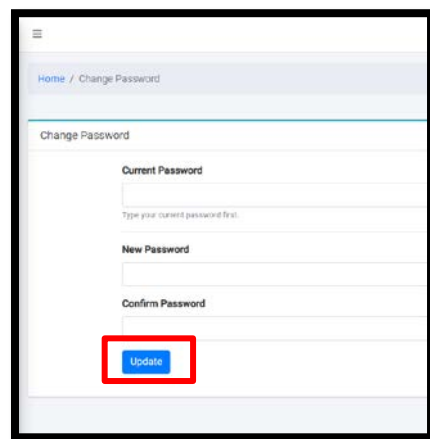

Figure 38: Update Password

12. Logout

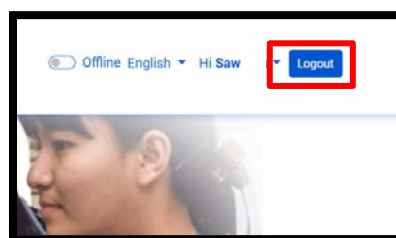You can logout your account for security by clicking "Logout" icon.

Figure 39: Logout

Terms And Conditions

The terms and conditions listed below apply to all registered users in Myanmar Teacher Platform which includes E-learning and E-library systems. It is strongly recommended that you have read and understood the terms and conditions in order to use the platform properly. If you have questions or concerns with the terms, please reach out to us via stemmyanmar@unesco.org. The term "Course" or "Online Course" includes all the courses and lectures, web pages and other related materials. And the term "User" refers to all of the registered users with different roles in the platform.

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