



E-Learning Portal Dashboard User Guide for Independent Learner

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Dashboard Permission

- **Independent Learner** The user with "Independent Learner" accessible right can search and learn the "courses" which is available for them.
- The user who has account can access to the **Dashboard**. On the **Dashboard**, you can view **Notifications**, **Course Taken**, change **Profile Data** and **Password**.
- To access the **Dashboard**, you can type the following website URL in your web browser: https://mmteacherplatform.net.

Home Page of E-learning Platform

Home page is the main first page of E-learning platform. You will see several menus to access each page. The graphical user interface is also optimized for ease of use. There is also "offline feature" to access when you are in unstable internet connection. It was connecting to E-library platform so that you can get the public resources which is useful for you.



Figure 1: E-learning website

Language Feature

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



Figure 2: Language Feature

Offline Feature

You can turn on the offline feature if you want to view the pages and videos you visited before when you were online. The storage will be depending on your browser. After clicking on the offline feature, it will save your processing and you can view the pages and videos you visited before.



Figure 3: Offline Feature

Registration

You need to have the account to access the E-learning Platform before you take course. So, please click "Register" which is on the right corner of the top. After clicking the "Register", you will reach to the Register page as shown in Figure 4.

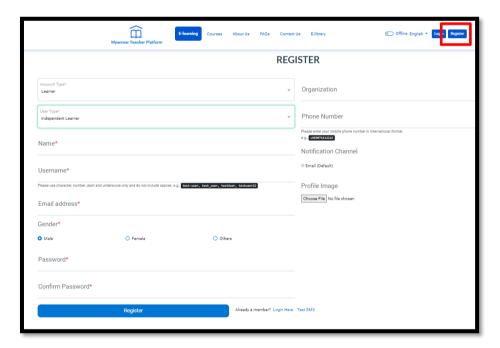


Figure 4: Registration page

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 OTP code to verify your account in the system. The label which is shown in "red star" are Mandatory to give your information.

Login Page

On the E-learning Platform, click on **Login** as shown in Figure 3 and you will reach to the Login page. Please type **username** and **password** of your independent learner user account. If you forgot the password, you can click "Forgot Password" to reset your password again.

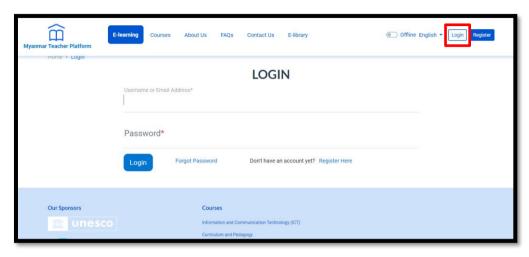


Figure 5: Login Page

Note: The username and password should be 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.

About Us

You can click on "About us" to explore more about this platform which is shown in Figure 24.

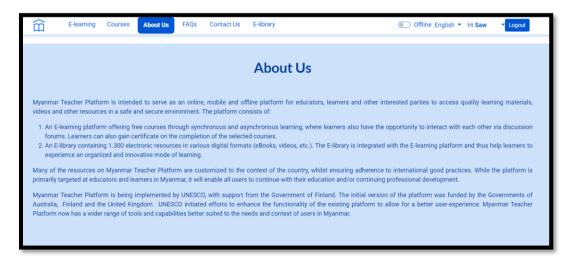


Figure 24: About Us feature

FAQs

You can click on "Frequently Asked Questions" to ask for some questions which is shown in Figure 25.

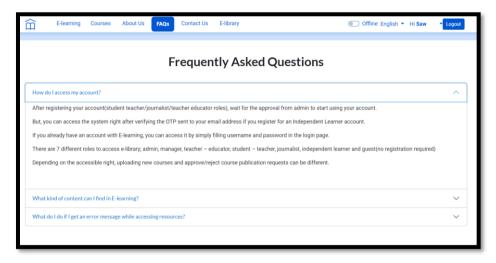


Figure 25: Frequently asked questions

Count Us

If you have any questions or suggestions, you can click on "contact us" feature and it will show the contact form which is shown in Figure 26. After you fill the form, click on "send" so that your feedback (or) questions will reach to the site owner.

Contact Us ×			
For further information, please contact to: UNESCO Myanmar Office Phone: 01 557896, 01 546719 Fax: 01 546720 E-mail: yangon@unesco.org No. 8/C, Bogyoke Museum Street, Natmauk Road, Bahan Township, Yangon, Myanmar	Name* Enter your name Email Address* name@example.com Subject* Enter subject Message* Enter your message here (123) 456-7890 Organization/Company Enter organization Regions/States Outside Myanmar		
	Send Close		

Figure 26: Contact Us

E-library

This platform is linked with UNESCO library, so you can click on the "Library" to access useful resources.



Figure 22: Contact Us

After clicking on the E-library, it will reach to "E-library" page and you can search the resources which is available for public users.

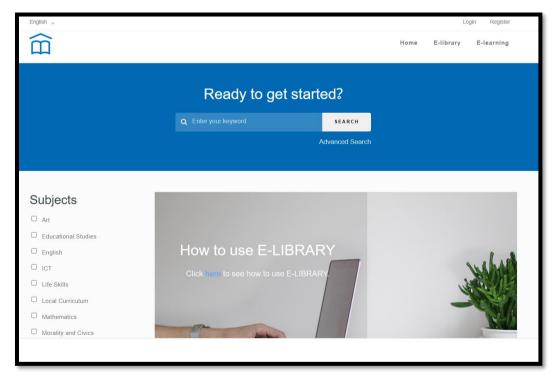


Figure 27: Contact Us

Searching the courses

You can find the learning courses in "Courses" and also you can search on "explore our courses" which is shown in Figure 4. Currently, the available course categories are Information and Communication Technology (ICT), Curriculum and Pedagogy, Media and Information Literacy (MIL), Education for Sustainable Development (EPSD).



Figure 6: Searching Course

Taking the courses

Now, we will learn about online teaching and learning course which is about "Viber Application". Click on "Learn more" to take course which is shown in Figure 5.

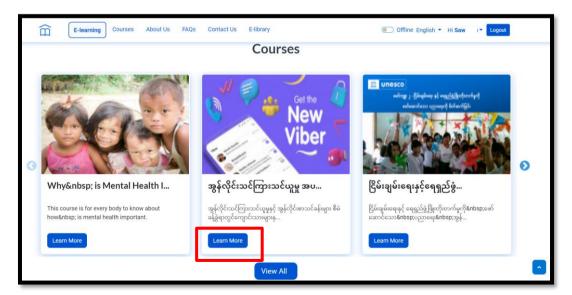


Figure 7: Choosing Course

After clicking "Learn More", you will see the course page which is shown in Figure 8. There are available for "Overview" & "Discussion" board to discuss about the course with other users.



Figure 8: Taking course

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

Certified – you can know the course is giving certificate (or) not.

Hour – you can know how long the course will take.

Enrollment – you can know how many enroll the course.

Lecture & Quiz – you can know how many lectures and quiz in the course.

View – you can know how many user viewed this course.

Rating – you can know the rating of this course.

After clicking on the "take course", you will see the structure of the course. You have to complete start from "introduction" part to the "course evaluation" to earn the certificate.

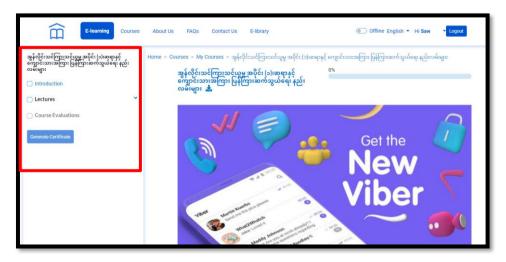


Figure 9: Course Structure

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 course" to search the courses you took in the previous.



Figure 10: My Courses

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

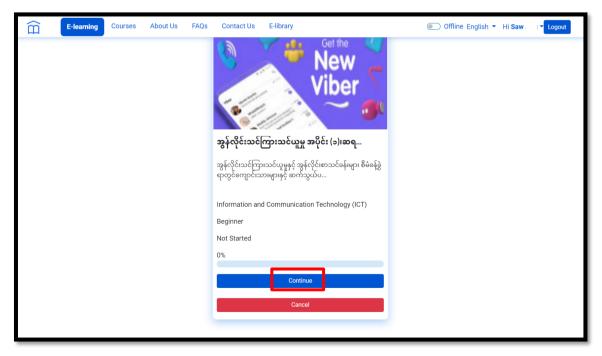


Figure 11: Course Structure

Canceling the course

You can cancel the course if you didn't complete all the lecture.

Click on "My Courses" and you will see all the courses that you took in the previous.

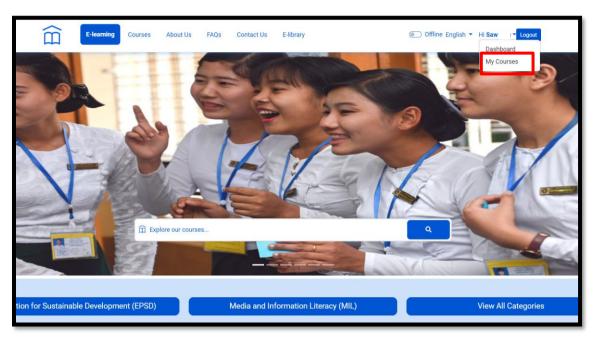


Figure 12: My Courses

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

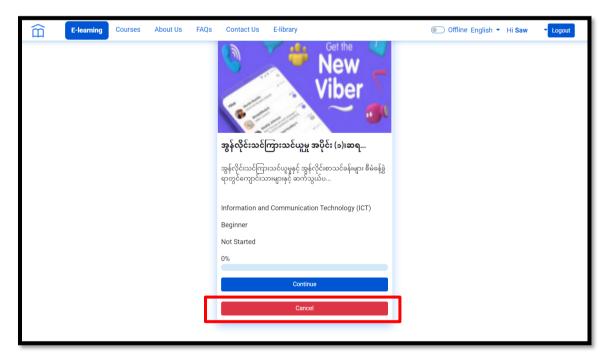


Figure 13: Cancel the course

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

Completing the course

You need to complete "Course Evaluation" to receive the course certificate. You will see in the Figure 14 that the "Generate Certificate" is dim color and you cannot click on it.

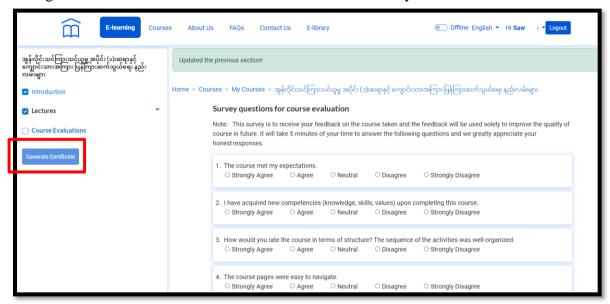


Figure 14: Course Evaluation

After you fill all the form, click on "submit" to send your feedback to the course owner. (or) if you click "Save & Return Later, the feedback is in pending and it will not send to course owner yet.

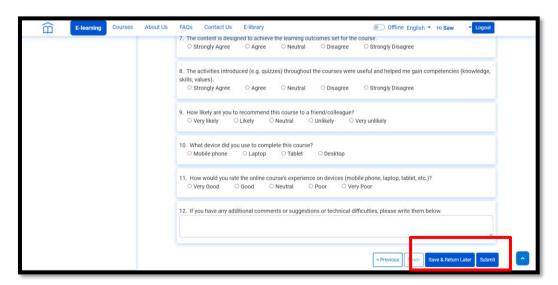


Figure 15: Completing the course evaluation

After submitting the feedback form, you can access "Generate Certificate" to receive your certificate.

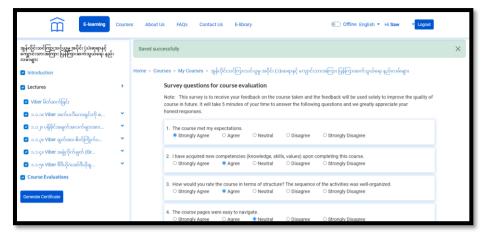


Figure 16: Generate Certificate

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



Figure 17: Download the certificate

Dashboard

You can access "Notification Features & My Courses" in Dashboard page. In "My Courses" function, you will see how many courses you are taken. In "Notification" function, you will receive notification if your courses is expired (or) any other updates from course owner.

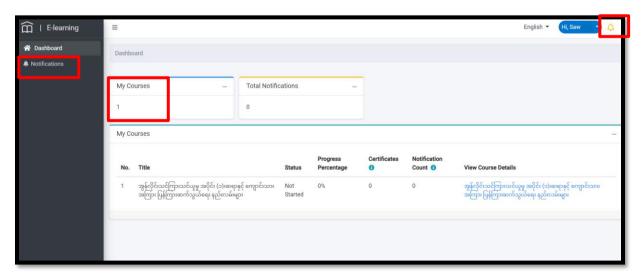


Figure 18: Dashboard feature

Update Profile

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

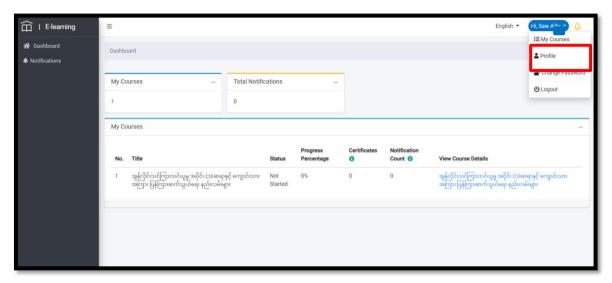


Figure 19: Choose Profile

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

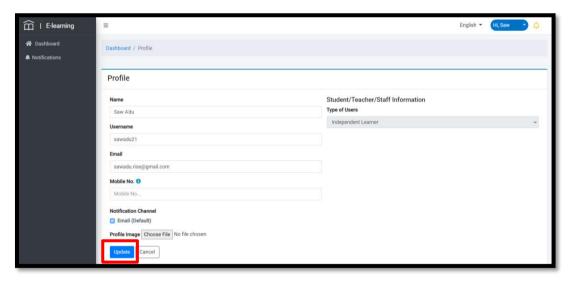


Figure 20: update Profile

Update Password

You can also update your password by clicking "change password" feature.

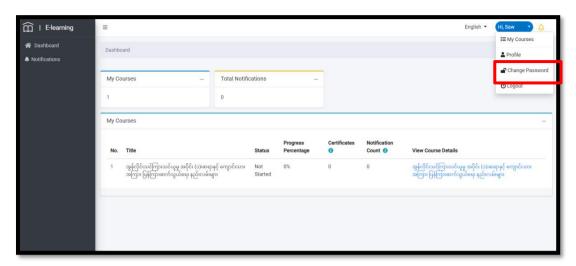


Figure 21: Choose Change Password

After clicking "Change Password", you will see the change password page to reset your password.

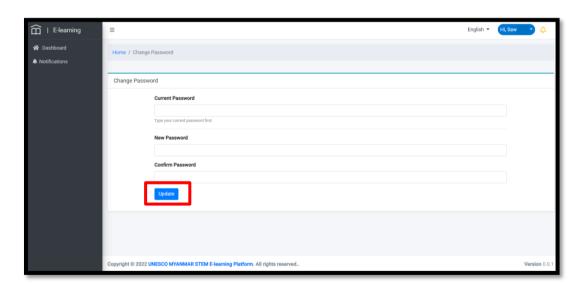


Figure 22: Update Password

Logout

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



Figure 23: Logout