ERN TransplantChild e-learning platform manual

1. Accessing the platform

The easiest way to get into the e-learning platform is by accessing the TransplantChild website, and clicking on the top-right blue button "ELEARNING" (Marked in Figure 1 with a red rectangle), that will redirect take you to the platform log-in. You can also click on the following link to go to the platform: TransplantChild e-learning platform.
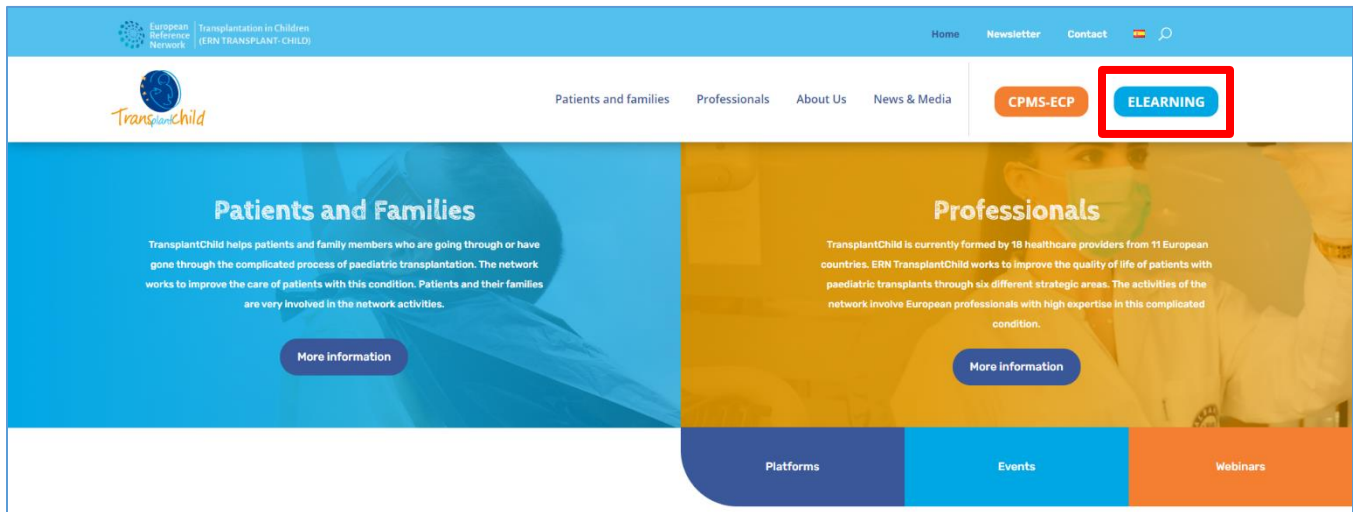

Figure 1. TransplantChild Home page.

2. Logging-in

Once in the screen shown in Figure 2, there are three different options to log-in:

1. **Log-in**. If you already have a user account, just introduce your username and password in the corresponding fields and click on the blue log-in button (Marked as 1 in Figure 2). You will be logged in your account and you will see the list of available courses you have, as in Figure 3.
2. **Registration**. If you do not have a user account yet, you should follow the instructions in Figure 2, red block 2 to get one. Just write us an email to e-learning@transplantchild.eu including your name, surname institution/hospital you represent and your job/role in it.
3. **Log in as a guest**. If you do not have a user account yet, you can still access some of our courses, which allow guests as student. If you click on the blue button marked with number 3 in Figure 2, you will be logged in as guest. In the next screen, shown in Figure 3, you will see the list of available courses in the platform. However, guests can only access to those ones with the open lock symbol: 🔓

Figure 2. E-learning platform log-in screen.

Figure 3. Available courses.

3. Your profile

To access your profile, click on your username on the top right corner and, in the dropdown menu, click again on your username, as shown in Figure 4. In your profile page, you will be able to edit your user details, see your login activity, etc. You can also customize the page to select what information to be displayed in your profile page, by adding extra blocks like your activities or comments.
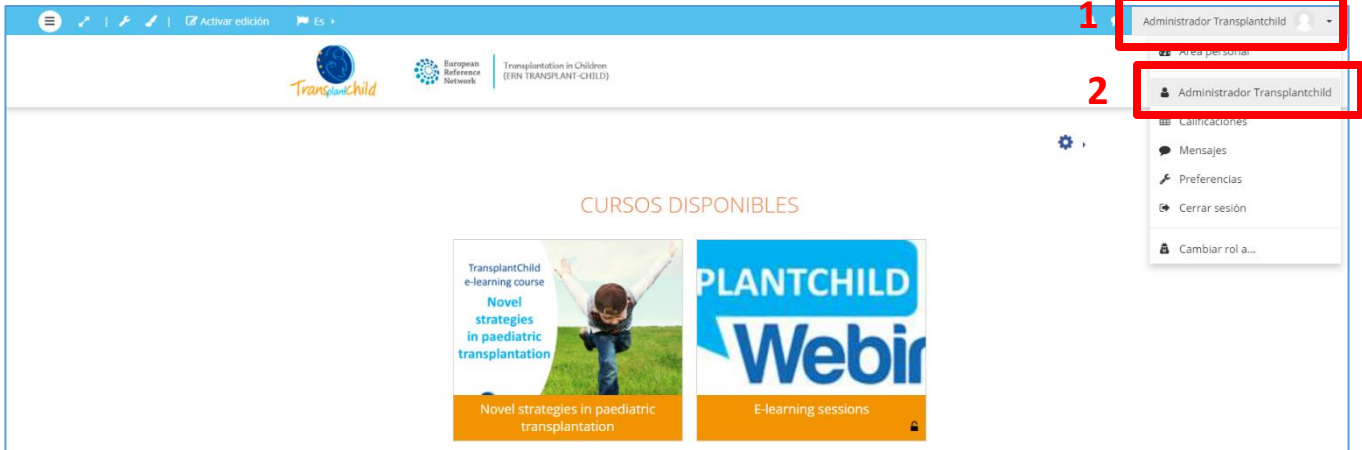
Figure 4. How to access your profile.

4. Your courses

From the left menu, you can navigate the different courses in which you are registered (this option is only available when you are registered in at least one course). They are all listed under 🎓 My courses, as can be seen in Figure 5.
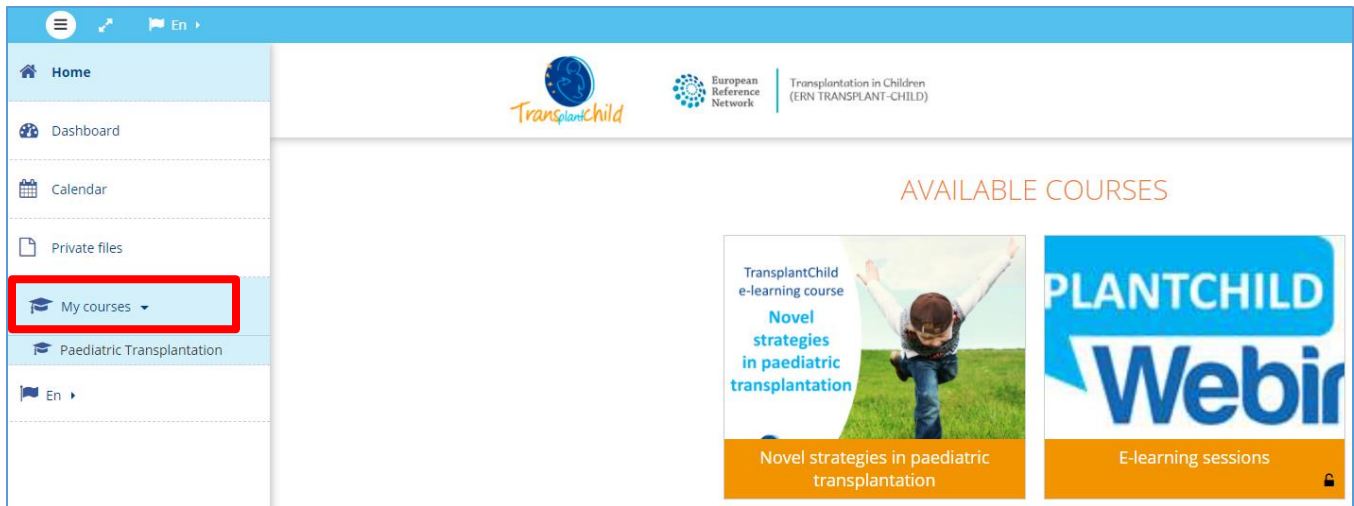

Figure 5. How to access your courses from the left menu.

5. Your notifications and messages

You can get notifications from the platform whenever you have new messages from your teachers and other participants. Alerts may contain news about forum posts, graded assignments, etc. To check your alerts and messages, click on messages in the user menu, as shown in rectangle 1 of Figure 6.

You can receive these alerts via email or pop up, and you can control how you receive them from *Preferences > Message preferences* in the user menu, as indicated in red block 2 of Figure 6.
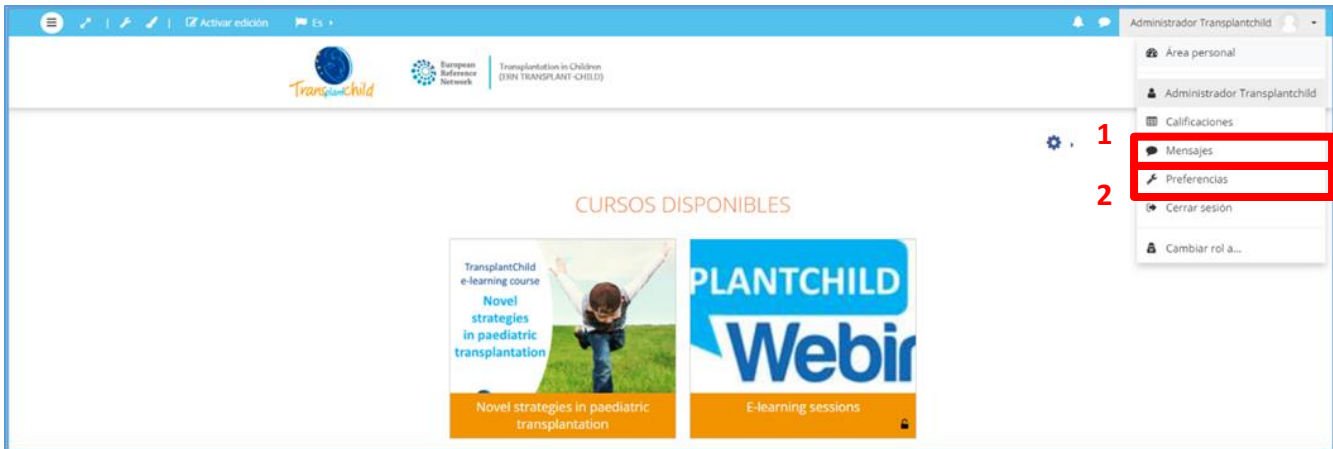

Figure 6. How to access your messages and set up your preferences.

6. Your dashboard

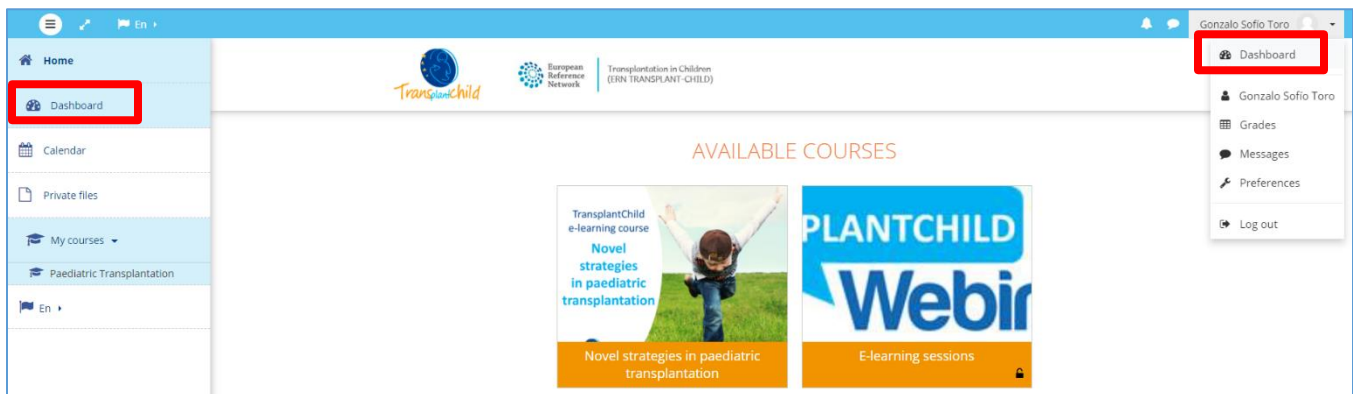You can access your dashboard from both left and user menus. See Figure 7.

Figure 7. How to access your dashboard.

Once in the dashboard, you will see a main block with your Recently Accessed Courses, and below a second block called Course Overview, that includes the courses in which you are registered. You can filter in this block, so that only specific courses are shown. For example, you could select to show only your courses In Progress.

Then, on the right column, you have some useful blocks as the calendar, the online users in the platform, your badges and your files. Note that you can customize this right column to include only the modules that may be helpful for your learning and organization. An example of a dashboard page is shown in Figure 8.
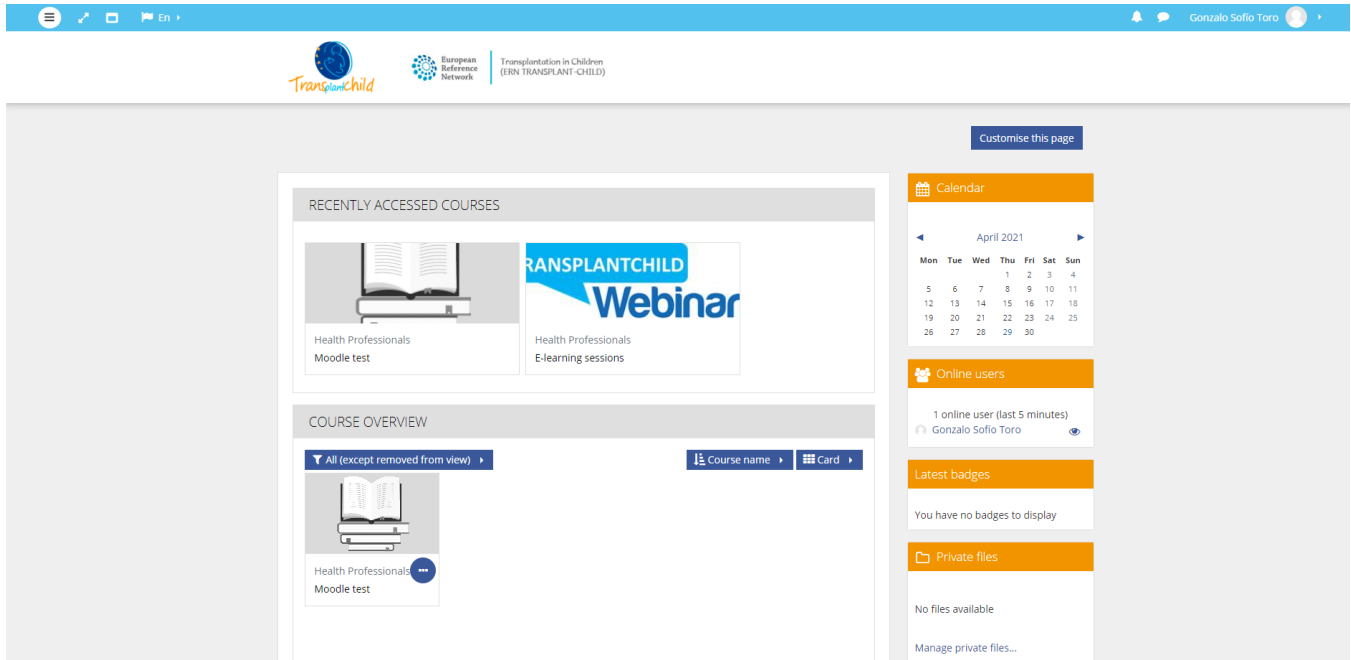
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Figure 8. Dashboard example.

7. Support & Troubleshooting

For any issues that may arise using the platform, please do not hesitate to contact e-learning@transplantchild.eu.