

THE OPEN COMMUNITY INTERACTIVE LEARNING CENTRE HOW-TO GUIDE FOR LEARNERS

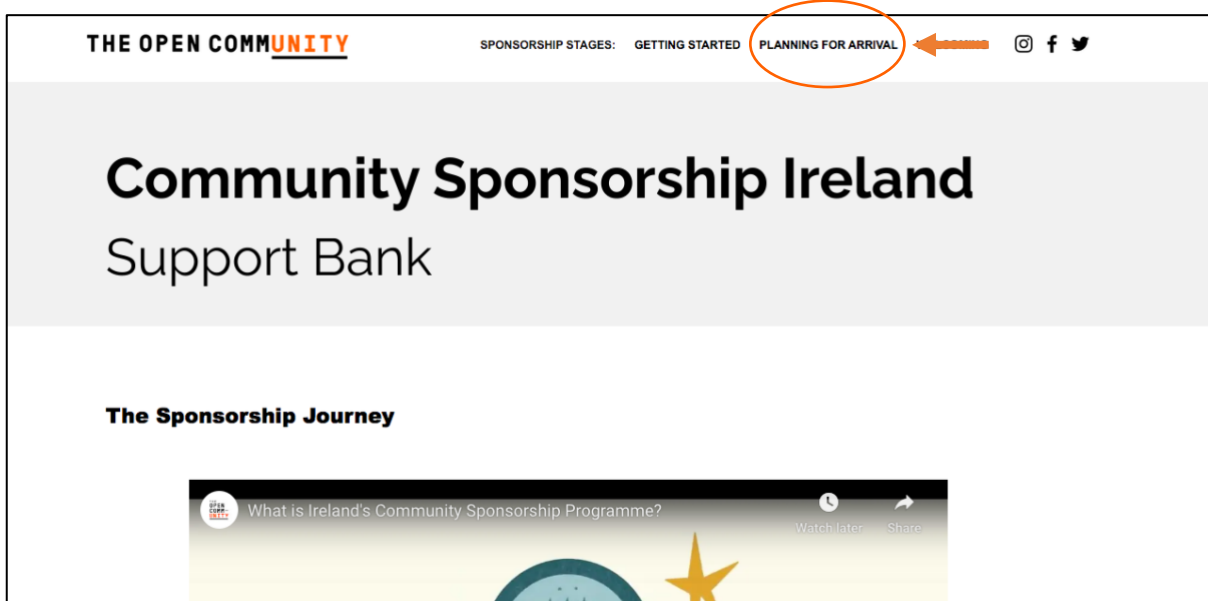
This guide will show you:

1. How to access the Interactive Learning Centre
2. How to add and access Courses
3. How to connect with you Group
4. How to join Discussions
5. How to access additional features

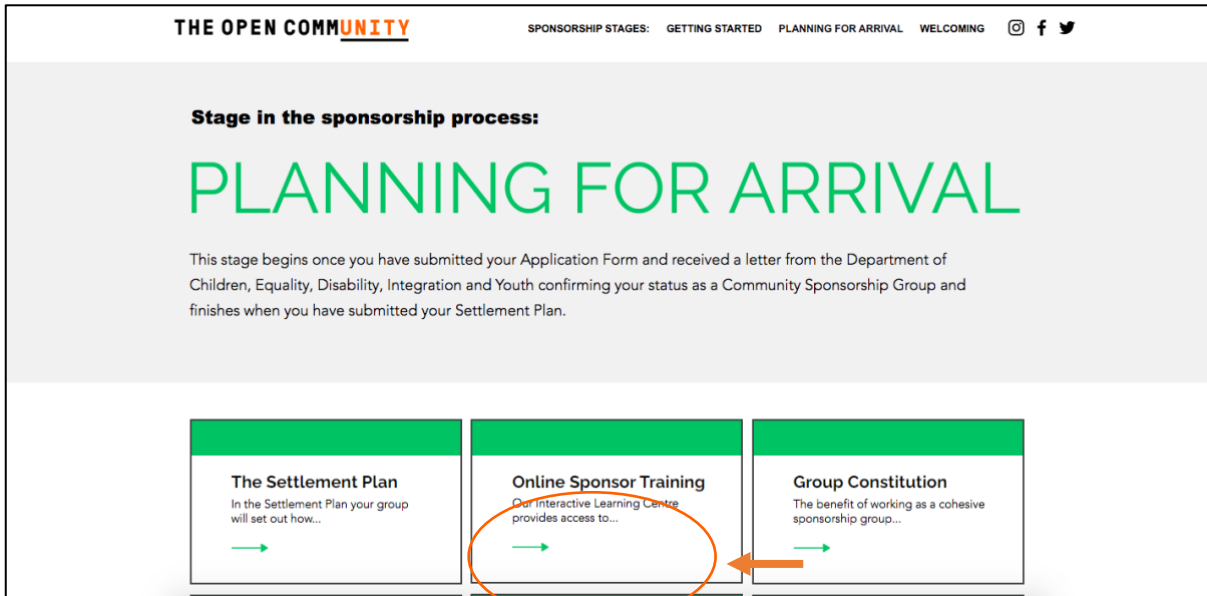
1. How to access the Interactive Learning Centre



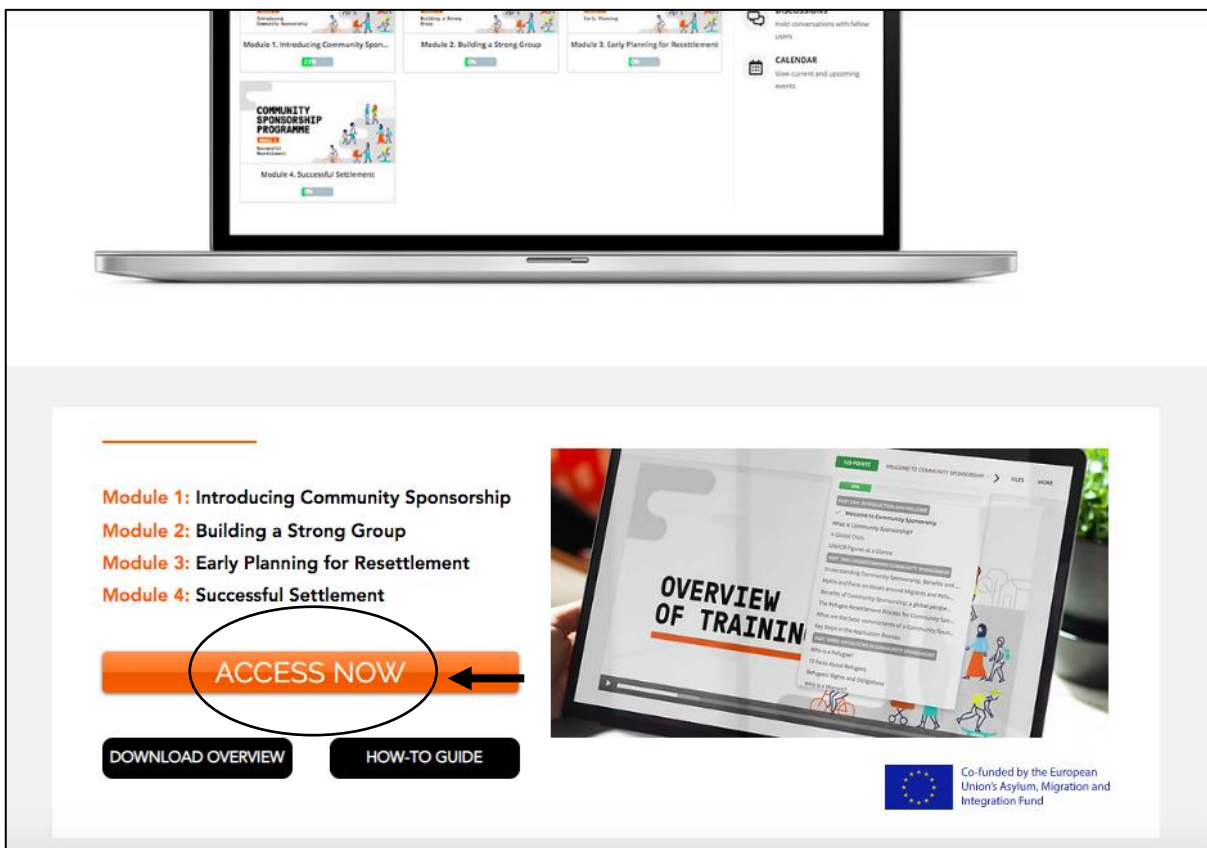
- Go to The Open Community website: www.theopencommunity.ie
- Click the 'Sponsor Support Bank' page from the Homepage drop-down menu



- Click on 'PLANNING FOR ARRIVAL' in the menu.



- Click on 'Online Sponsor Training' tile.



- Scroll to the bottom of the 'Online Sponsor Training' page and click on the 'ACCESS NOW' Button.

THE OPEN COMMUNITY

USERNAME OR EMAIL

PASSWORD

Login

[Forgot your password?](#)

Don't have an account? [Sign up for free!](#)

- If you have logged in previously, enter your Username or Email and Password and click 'Login'
- If you have not logged in before, click 'Sign Up'

THE OPEN COMMUNITY

FIRST NAME
e.g. John

LAST NAME
e.g. Doe

EMAIL ADDRESS
e.g. jdoe@example.com

USERNAME
e.g. jdoe

PASSWORD

Create account

[Log in](#)

- You will be asked to provide:
 - First Name
 - Last Name
 - Email Address
 - Username
 - Password
- After you have entered the information in the fields provided, click 'Create account' to access the Interactive Learning Centre homepage.

2. How to add and access Courses

The screenshot shows the homepage of 'THE OPEN COMMUNITY'. At the top, there is a navigation bar with 'LEARNER', 'MESSAGES', and a search box. Below this is an orange header with the word 'Home'. The main content area features a large blue and green graphic with icons for a headset, a person, a book, and a coffee cup. Below the graphic, the text reads: 'Looks like you don't have any courses yet Find and add courses from the Course Catalog'. A dark grey button labeled 'Get your first course' is highlighted with an orange circle and an arrow pointing to it from the right. On the right side of the page, there is a sidebar with several menu items: 'COURSE CATALOG' (Find new courses), 'PROGRESS' (Find out how you are doing with your training), 'JOIN GROUP' (To get access to group courses and discussions), 'DISCUSSIONS' (Hold conversations with fellow users), and 'CALENDAR' (View current and upcoming events).


- On the Interactive Learning Centre homepage click the 'Get your first course' button

The screenshot shows the 'Course catalog' page. At the top, there is a search bar and a 'Name' dropdown menu. Below the search bar, there are three course cards. The first card is for 'Module 1. Introducing Community Sponsorship'. It features a graphic with the text 'COMMUNITY SPONSORSHIP PROGRAMME' and 'Early Planning'. Below the graphic is a dark grey button labeled 'Get this course', which is highlighted with an orange circle and an arrow pointing to it from the right. The second card is for 'Module 2. Building a Strong Group' and the third is for 'Module 3. Early Planning for Resettlement'. On the right side of the page, there is a 'CATEGORIES' section with four checkboxes: 'Module 1. Introducing... (1)', 'Module 2. Building a ... (1)', 'Module 3. Doing the G... (1)', and 'Module 4. Successful ... (1)'. The top navigation bar includes 'LEARNER', 'MESSAGES', and a search box. The orange header shows 'Home / Course catalog'.

- Click on the 'Get this course' button for each module
- Click on the course title to view the course content

THE OPEN COMMUNITY | LEARNER - MESSAGES - Search

Home / Course catalog / Module 1. Introducing Community Sponsorship



COMMUNITY SPONSORSHIP PROGRAMME
MODULE 1
Introducing Community Sponsorship

Start or resume course

Module 1. Introducing Community Sponsorship

Module 1. Introducing Community Sponsorship

CONTENT

PART ONE: INTRODUCTION AND WELCOME

- Welcome to Community Sponsorship
- What is Community Sponsorship?
- A Global Crisis
- UNHCR Figures at a Glance

PART TWO: UNDERSTANDING COMMUNITY SPONSORSHIP

- Understanding Community Sponsorship, Benefits and Responsibilities of CSGs
- Myths and Facts on Issues around Migrants and Refugees
- Benefits of Community Sponsorship: a global perspective
- The Refugee Resettlement Process for Community Sponsorship
- What are the basic commitments of a Community Sponsorship Group?
- Key Steps in the Application Process

DEFINITIONS

- Who is a Refugee?

- Click on the 'Start or resume course' button to access the training materials

3. How to connect with you Group

THE OPEN COMMUNITY | LEARNER - MESSAGES - HELP - Search

Home

Search my courses

4 courses in progress | 0 completed courses | 1d 12h training time | 0 badges | 75 points

COMMUNITY SPONSORSHIP PROGRAMME
MODULE 1
Introducing Community Sponsorship

Module 1. Introducing Community Spon...

73%

COMMUNITY SPONSORSHIP PROGRAMME
MODULE 2
Building a Strong Group

Module 2. Building a Strong Group

71%

COMMUNITY SPONSORSHIP PROGRAMME
MODULE 3
Early Planning

Module 3. Early Planning for Resettlement

80%

COMMUNITY SPONSORSHIP PROGRAMME
MODULE 4
Successful Resettlement

Module 4. Successful Settlement

58%

COURSE CATALOG
Find new courses

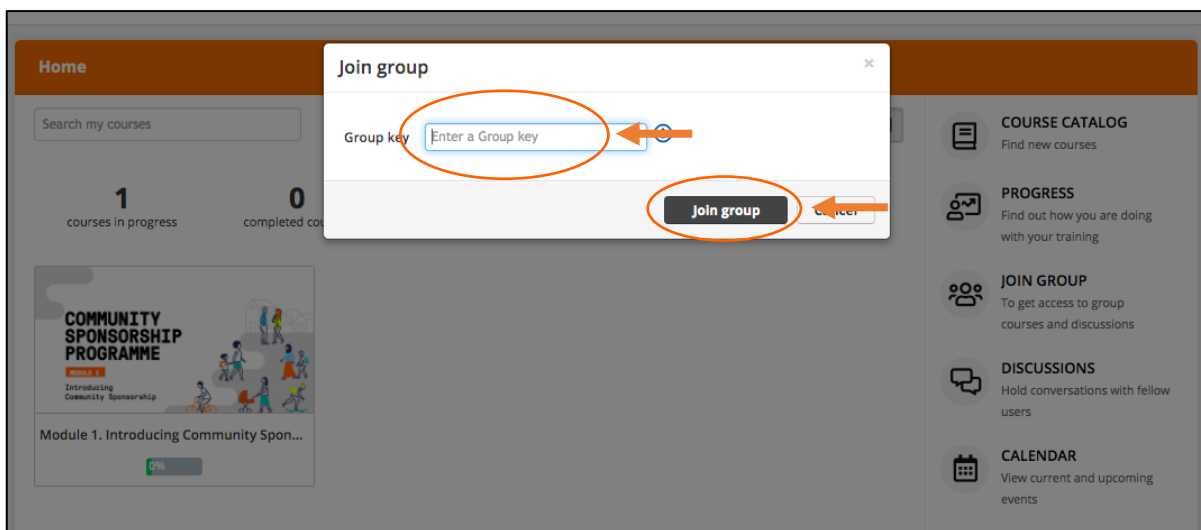
PROGRESS
Find out how you are doing with your training

JOIN GROUP
To get access to group courses and discussions

DISCUSSIONS
Hold conversations with fellow users

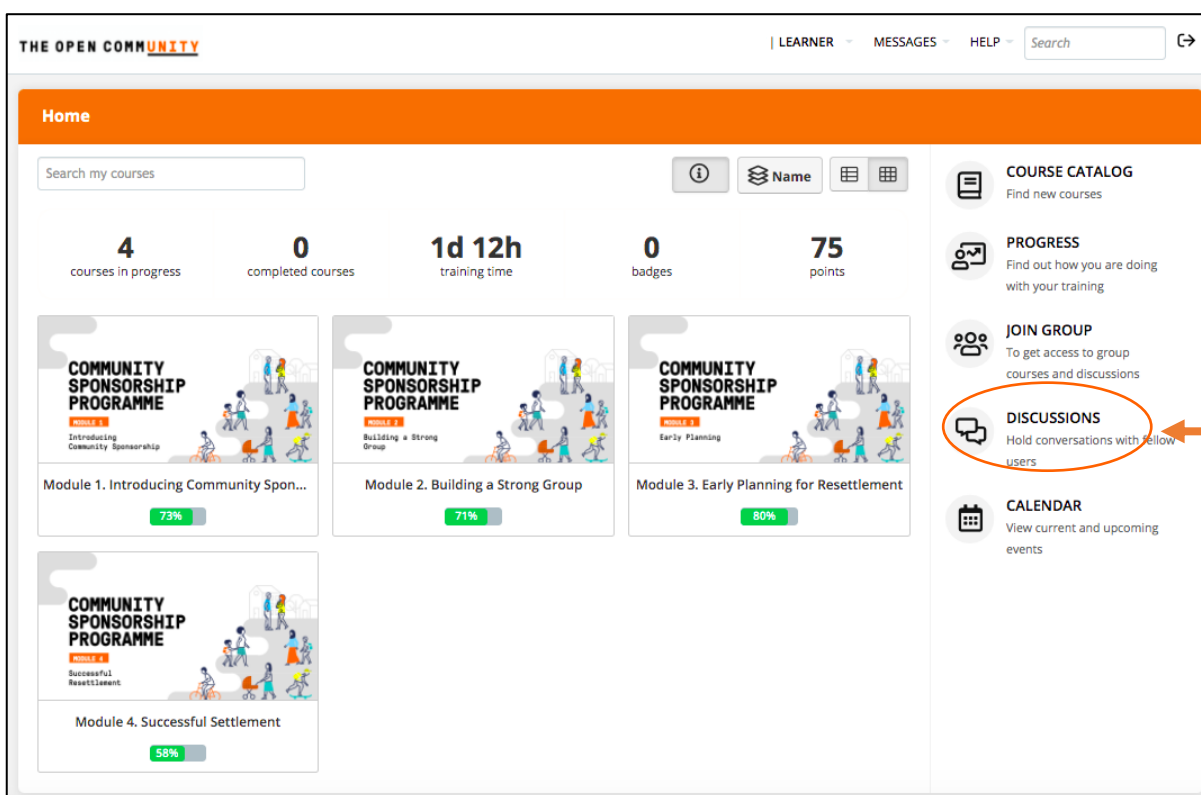
CALENDAR
View current and upcoming events

- Click on the 'Join Group' button on the Interactive Learning Centre homepage

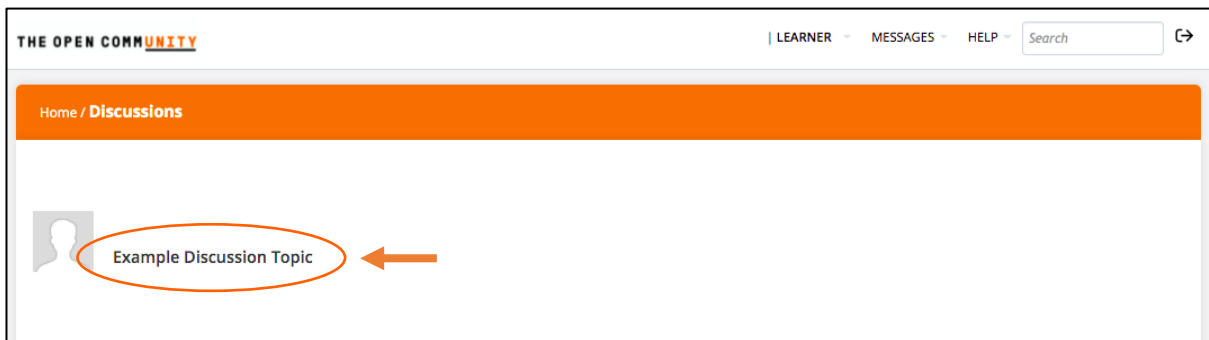


- Enter the 'Group Key' which will have been provided to you by your Regional Support Organisation (RSO)
- Click the 'Join Group' button to be added as a user to your specific group and start accessing group discussions and messages

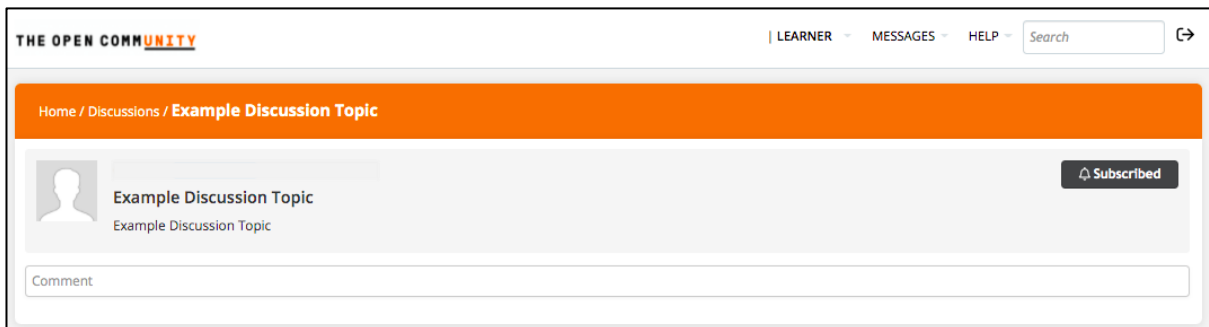
4. How to access Discussions



- Click on the 'Discussions' button on the Interactive Learning Centre homepage

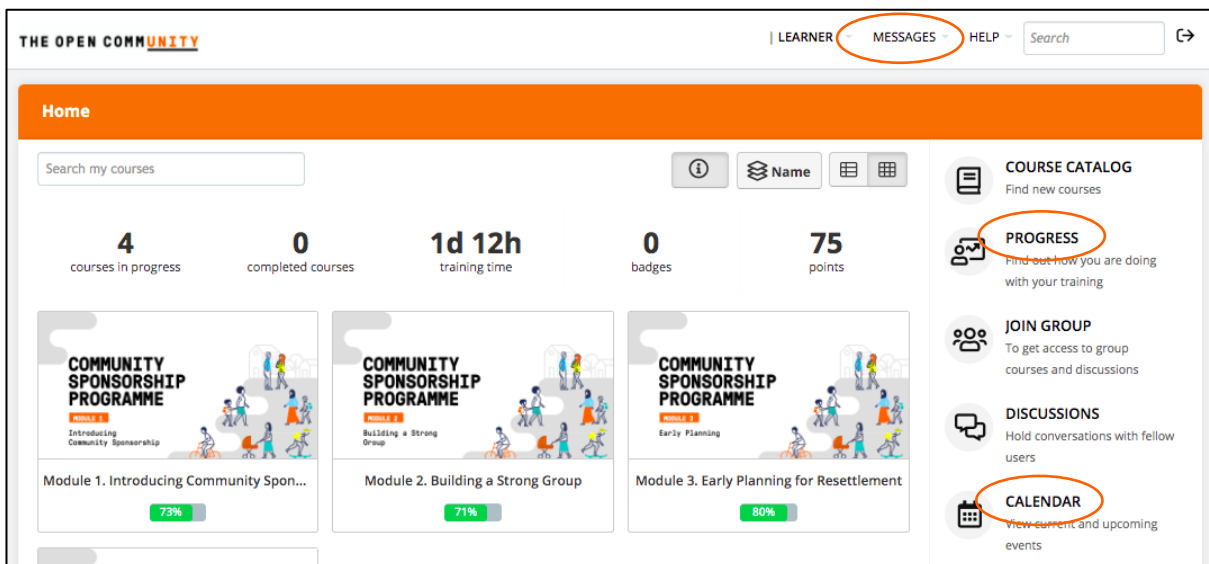


- Click on the Discussion Topic Heading



- Type your comment in the field provided and press Enter to add your comments to the Discussion

5. How to access additional features



- Click on the 'Messages' button in the top menu to view messages
- Click on the 'Progress' button to track your learning progress
- Click on the 'Calendar' button to view any upcoming sponsorship events



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