STEFAN Guideline

The aim of the STEFAN Project Guideline is to provide a comprehensive and clear document which will help learners how to use the B-learning Platform. Guideline will contain information of the Blended learning material structure and a user manual how to register and use the platform.

STEFAN learning course structure

Educational materials can be more effective if the learners see the structure, the learning path and the method, aim and objectives are clear. Blended learning means that individual and face-to-face sessions are mixed.

Learning structure is the following:

- 1st face-to-face session between tutor-participant: 1 hour online/face-to-face meeting
  Aim: tutor's introduction, present STEFAN project with its aims, structure, introduction of the participants
  Pilot testing phase: tutors will ask participants that if they find any confusing, not clearly understandable or incorrect information in the training material or if they find any difficulty during piloting they will take notes and give feedback to the tutors.
  Individually with each participant
- 1st individual learning session: participants go through on modules 1-3.
  Given time frame: 5 days
  Every module of STEFAN contains 3 steps:
  First step: a test called Competence Validation Tool. Participant have to answer the questions, and after they finish they receive feedback with their result. The aim is to measure the participant's knowledge in connection with the modules of the project.
  Second step: the module itself. Participants have to read them through individually. The time frame for the modules 1-3 is 5 days.
  Third step: test for self-assessment. Participants can check what did they learn from the module. Instant feedback will be provided with the correct answers.
- 2nd face-to-face session between tutor-participant: 1 hour second online/face-to-face meeting
  Aim: discussion about the first 3 modules, problems that occurred, evaluation of the modules, platform
- 2nd individual learning session: participants going through the modules 4-6
  Given time frame: 5 days
- 3rd face-to-face session between tutor-participant: 1 hour online/face-to-face meeting
  Aim: discussion about the modules 4-6, problems that occurred, evaluation of the modules, platform
  Online evaluation: very short online evaluation questionnaire will be prepared by LP
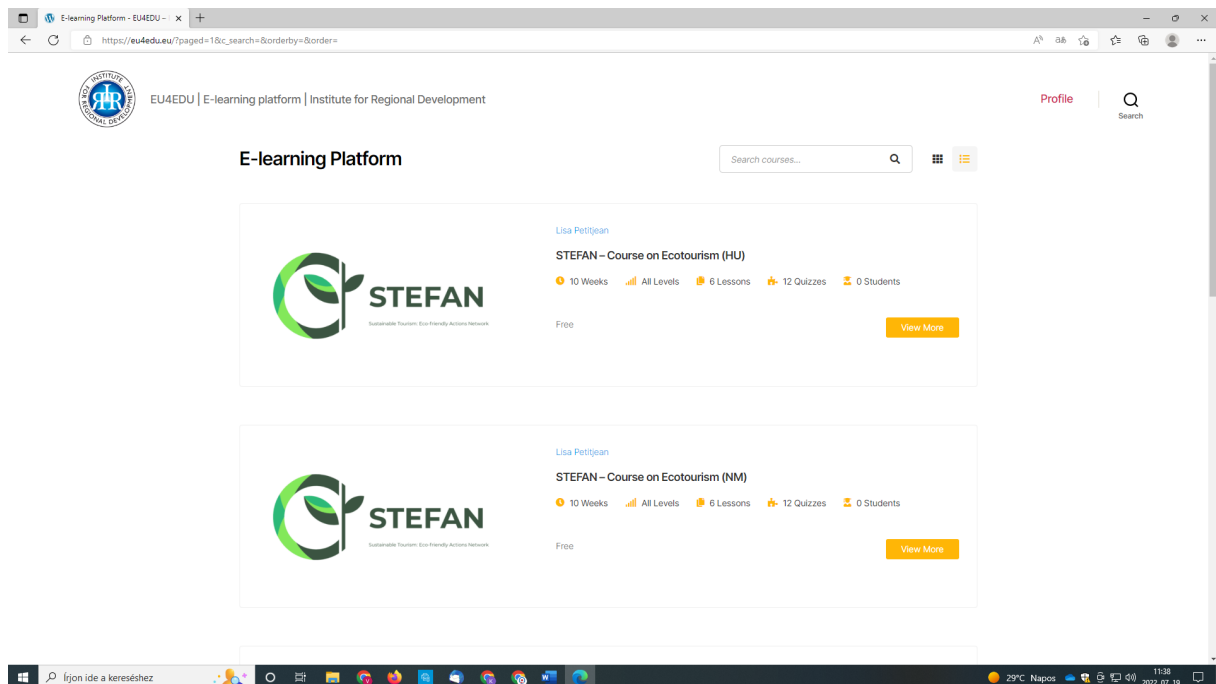
User manual for STEFAN platform

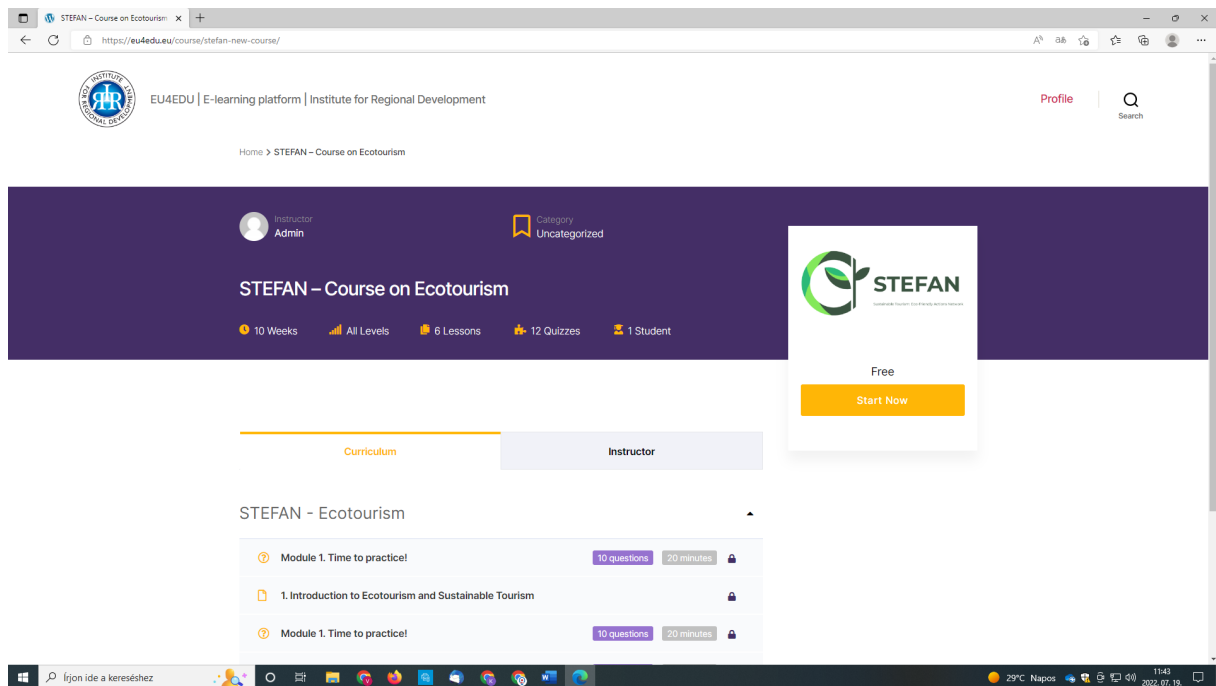STEFAN learning platform is available in the following website:
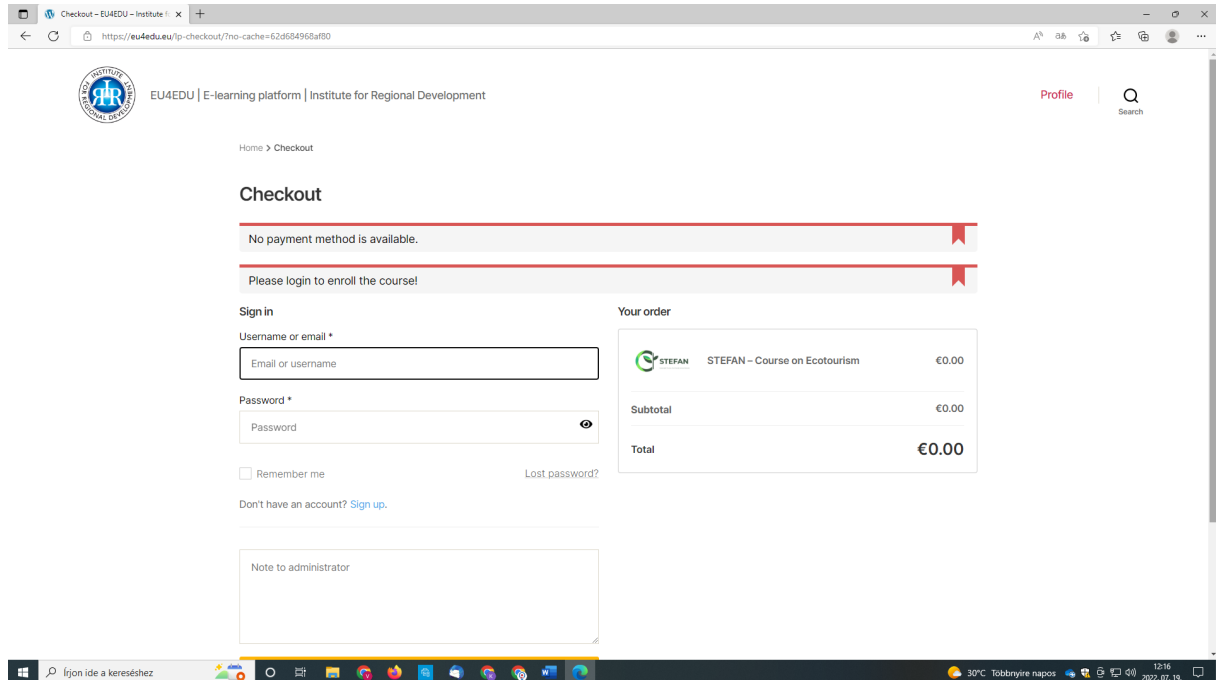https://eu4edu.eu/?paged=1&c_search=&orderby=&order=
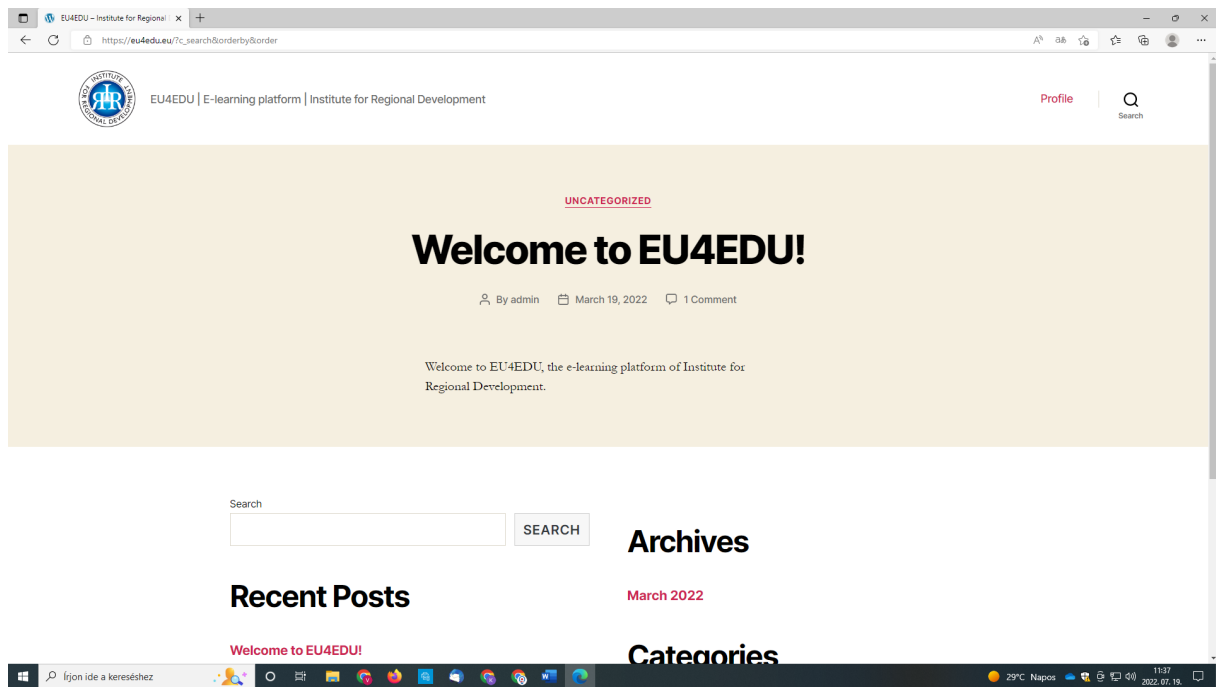
You have to click on the logo in the left corner on the top of the webpage. After that you will see the available courses in different languages.
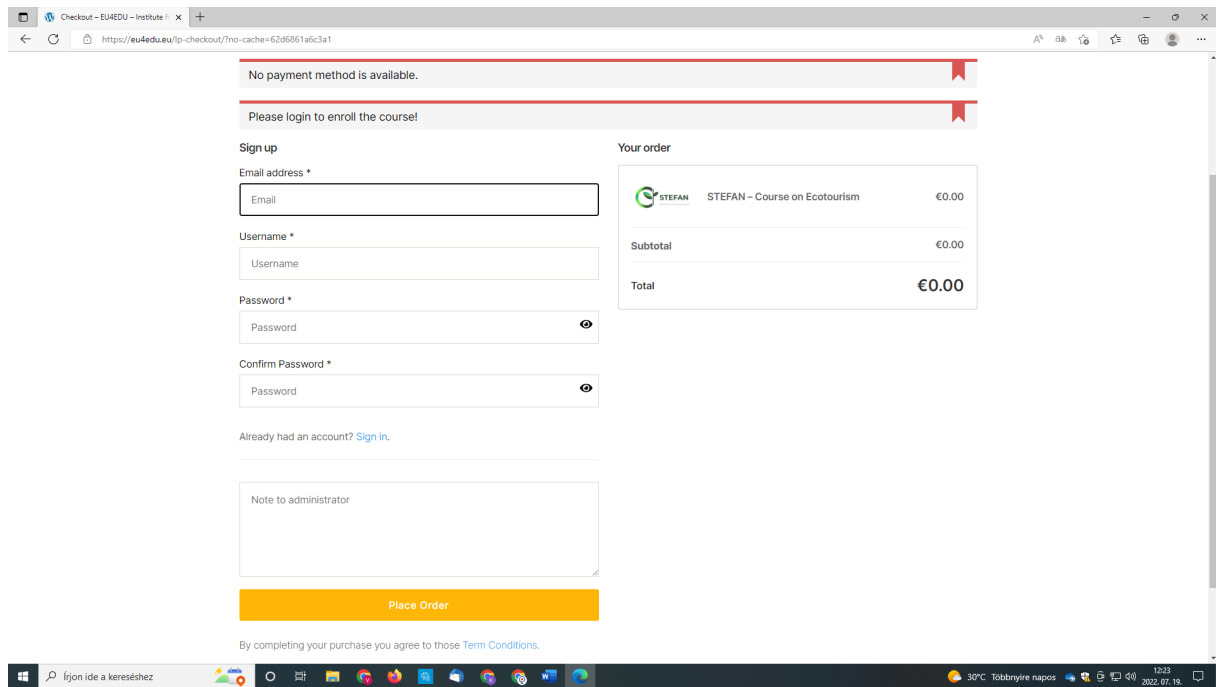
Choose your language and click on the title of the course or the yellow "view more" button


To start the course you have to register on the platform. So first click on the yellow "Start now" button.

If you have registration, you can sign in with your e-mail address and password. If not, click on the blue "sign up" text and create an account by fulfilling the requested data.

After you add your e-mail username and setting up your password click on the yellow "Place Order" button.
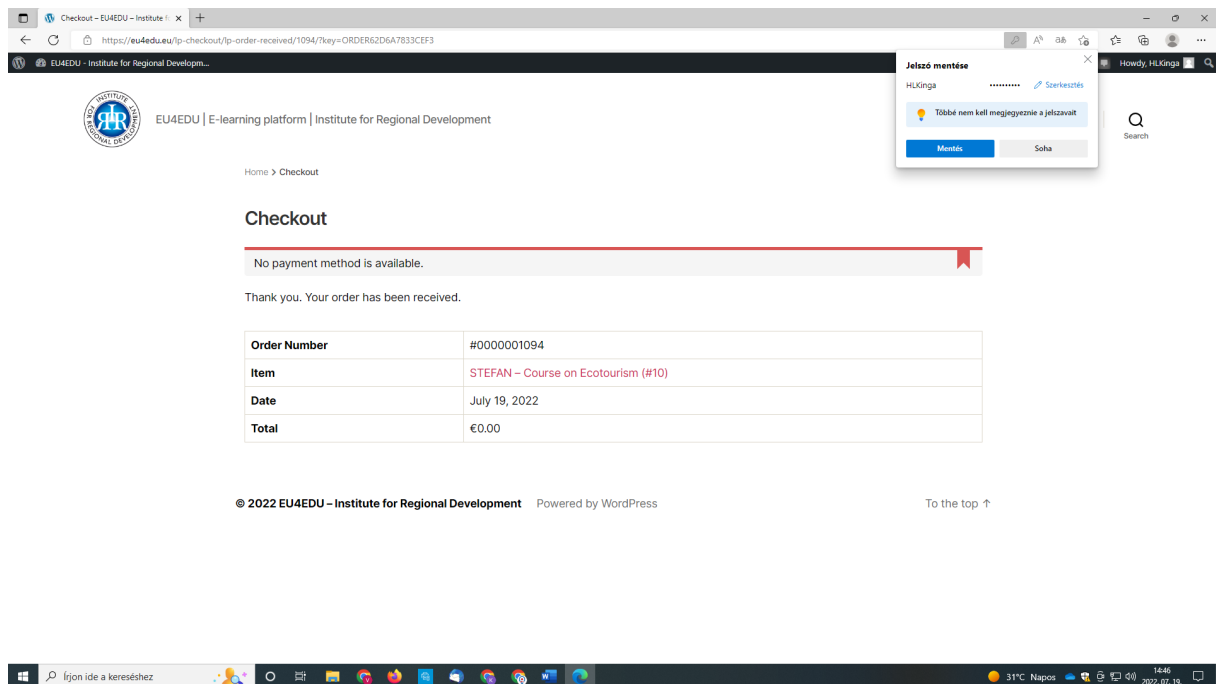
Your registration is done. Click the logo in the left corner on the top of the webpage, after that you will see the available courses in different languages. Choose your language and click on the title of the course or the yellow "view more" button.

If you want to start, click on "Module 1. Time to practice" text or the purple "10 questions" button.

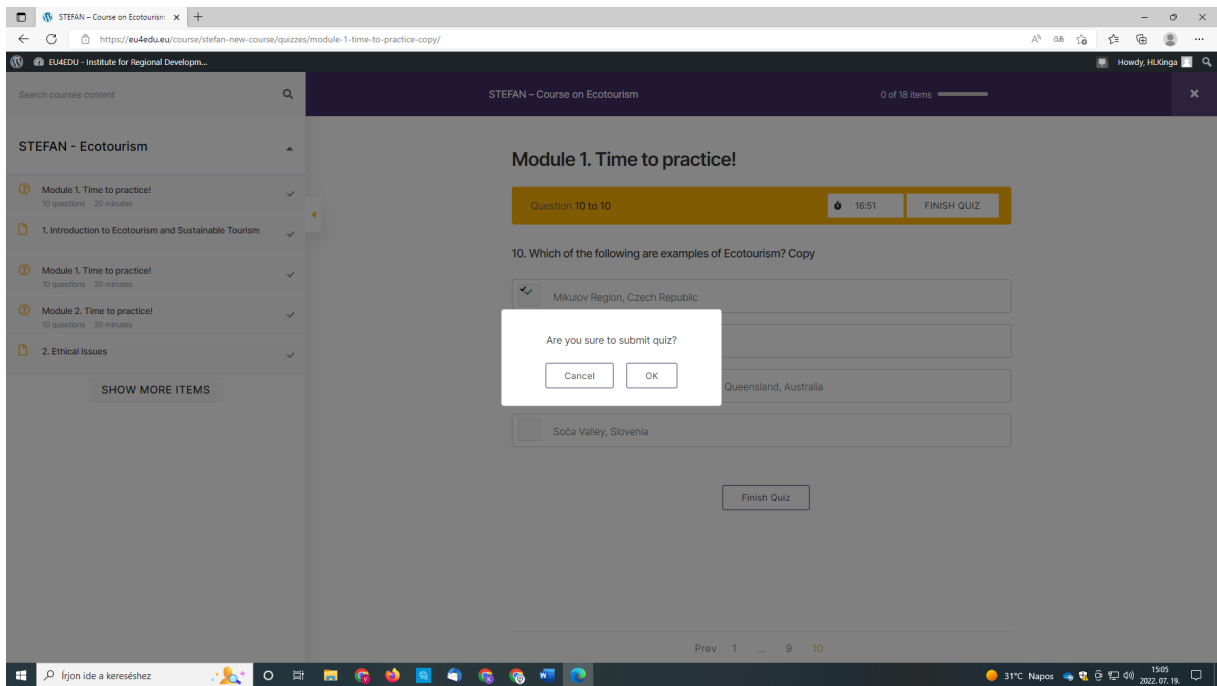On the new page click on the "Start" button.
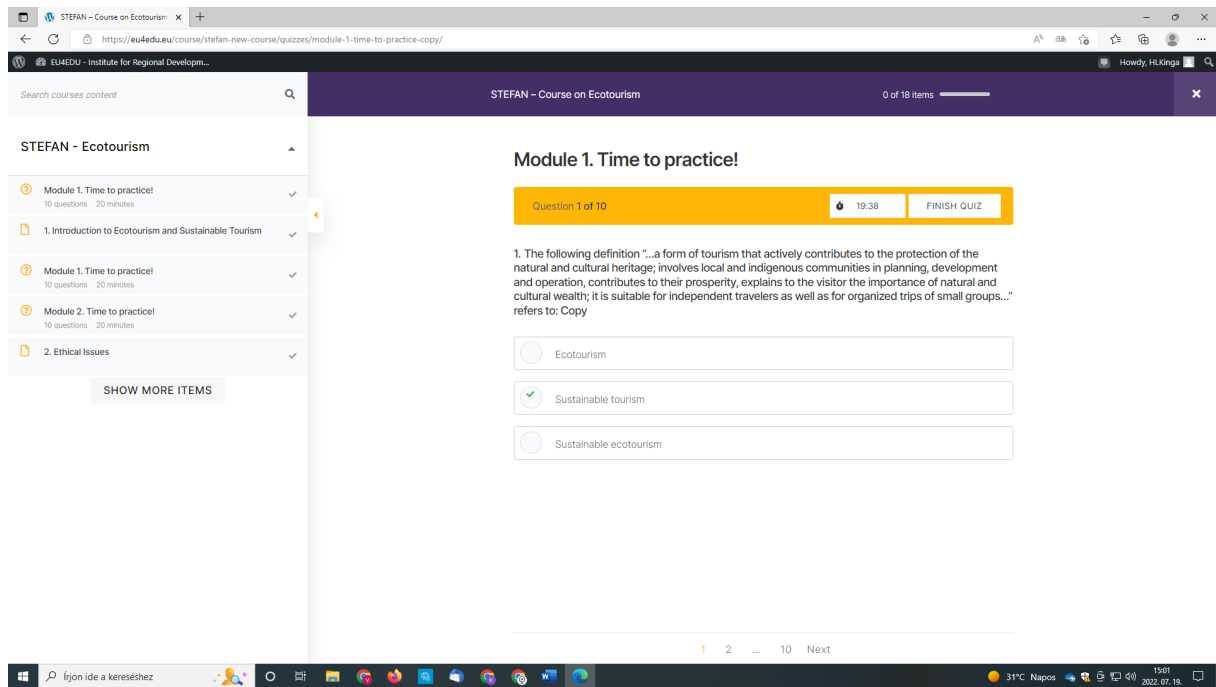
The first question will be visible. During the test the circles next to the possible answers means that there is only one correct answer, squares means that there are more than one correct answer. With a click to the circle/square you can choose between the answers.
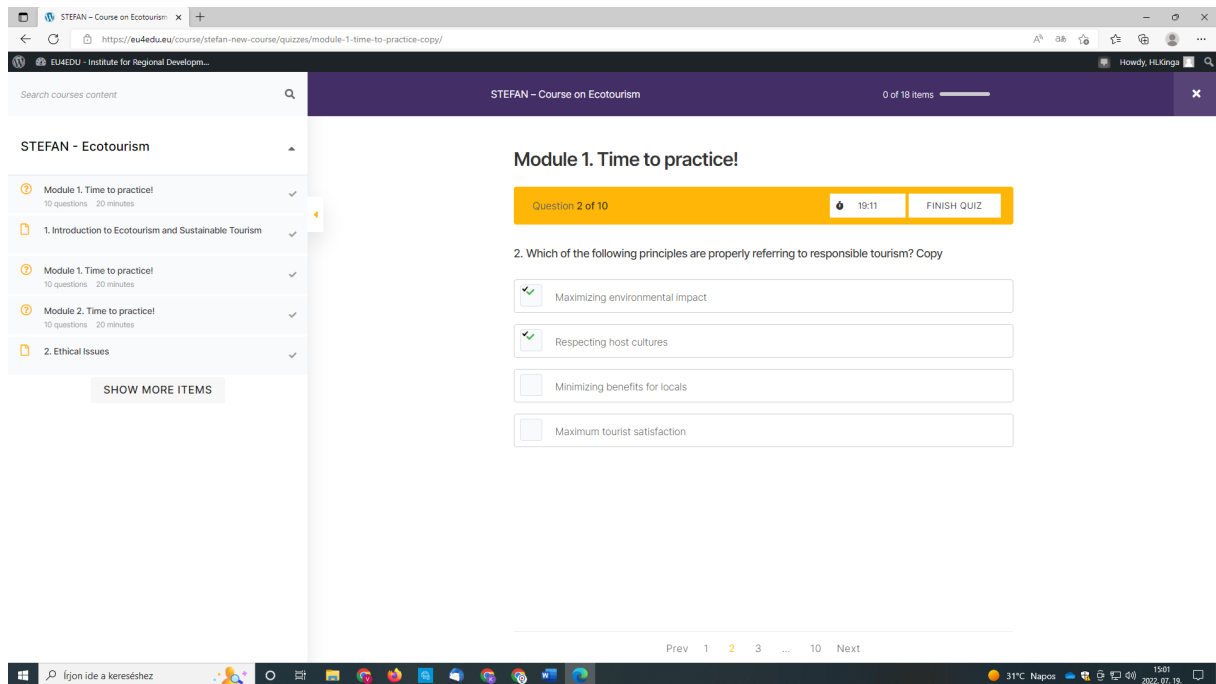
At the bottom of the page you can see "Prev" and "Next" buttons. By clicking next you can move onto the next question, with "Prev" you can go back to the previous one.
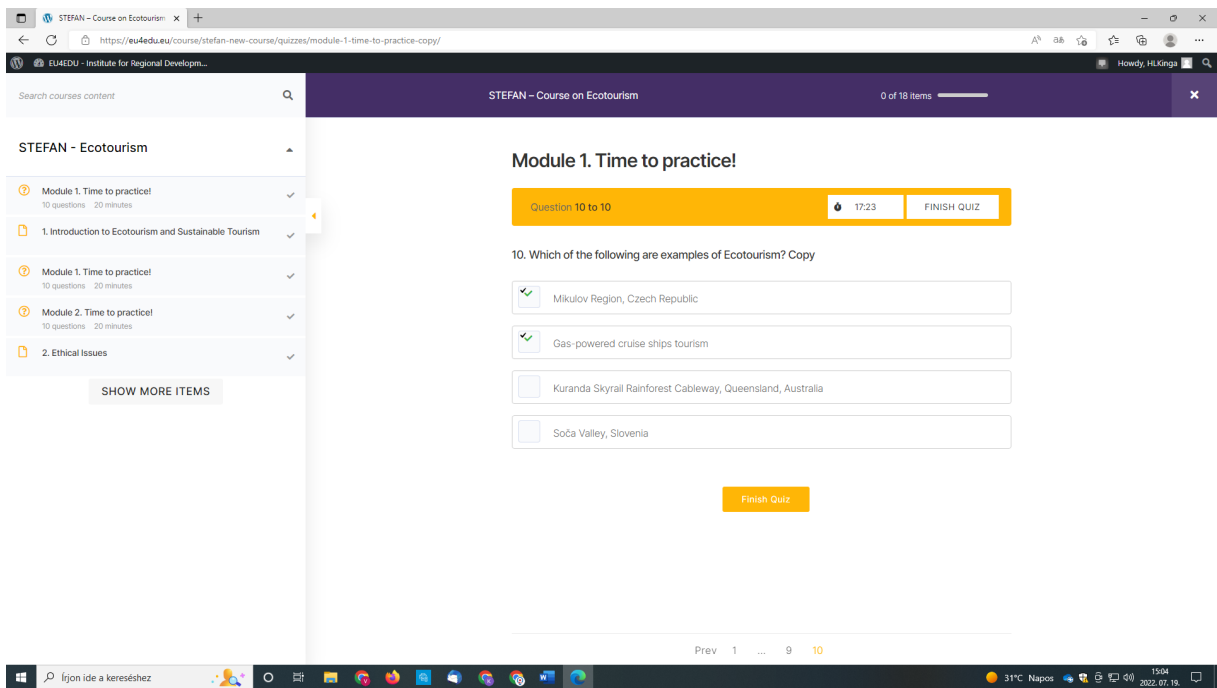
After answering the 10th question click on the "Finish quiz" button at the bottom of the page.

There will be a confirmation question click on "yes"

You can see your test results now.

At the bottom of the page you will see again "Next" button, you can click on it to continue your learning material. After the test you will see the first module.


If you want to see the next slide you have to push ">" button on the bottom of the slides. When you finish a course you can click on "complete" button.
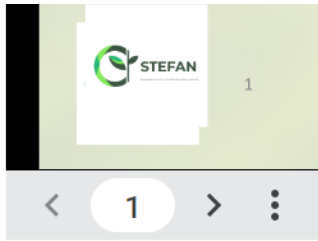
After finishing the module there is a self-assessment test to see what you learn from the module.

On the left side of the page you will see the tests and modules of the courses. If you want to see the full list click on "show more items" button
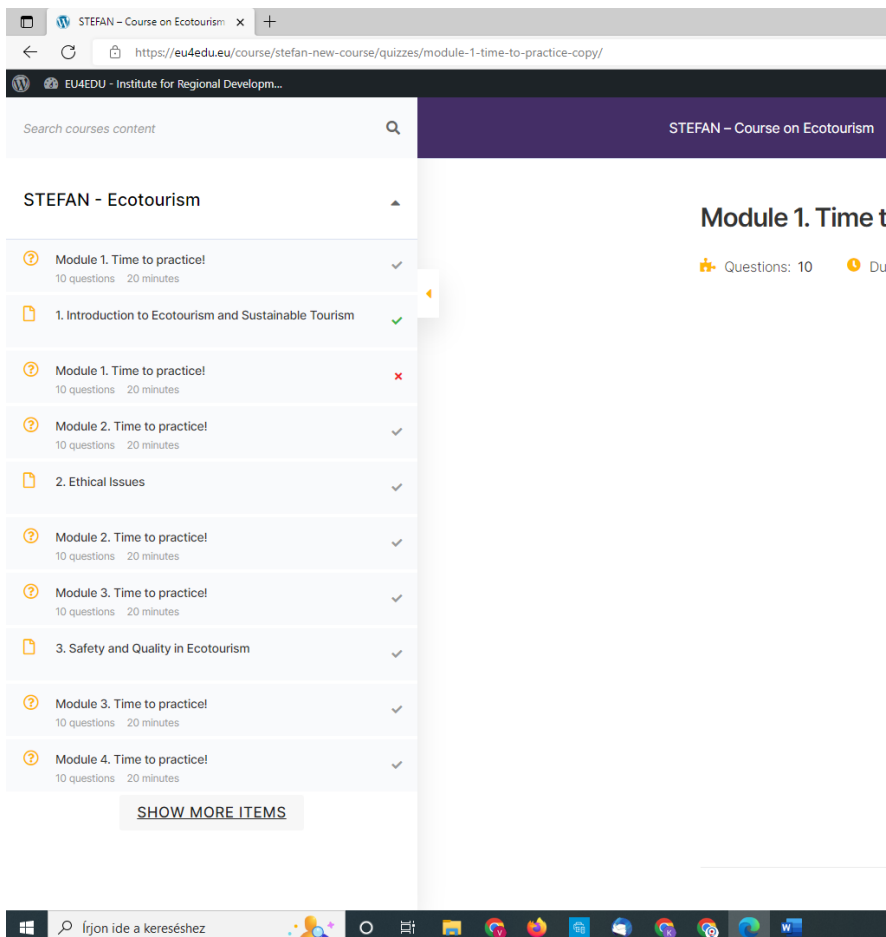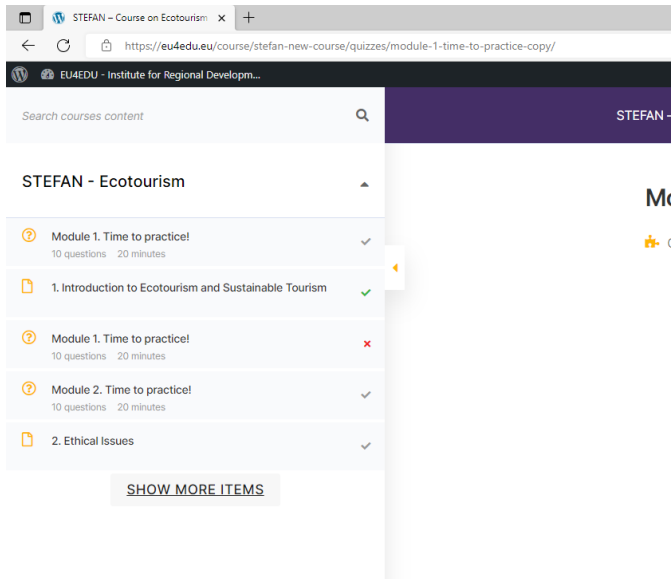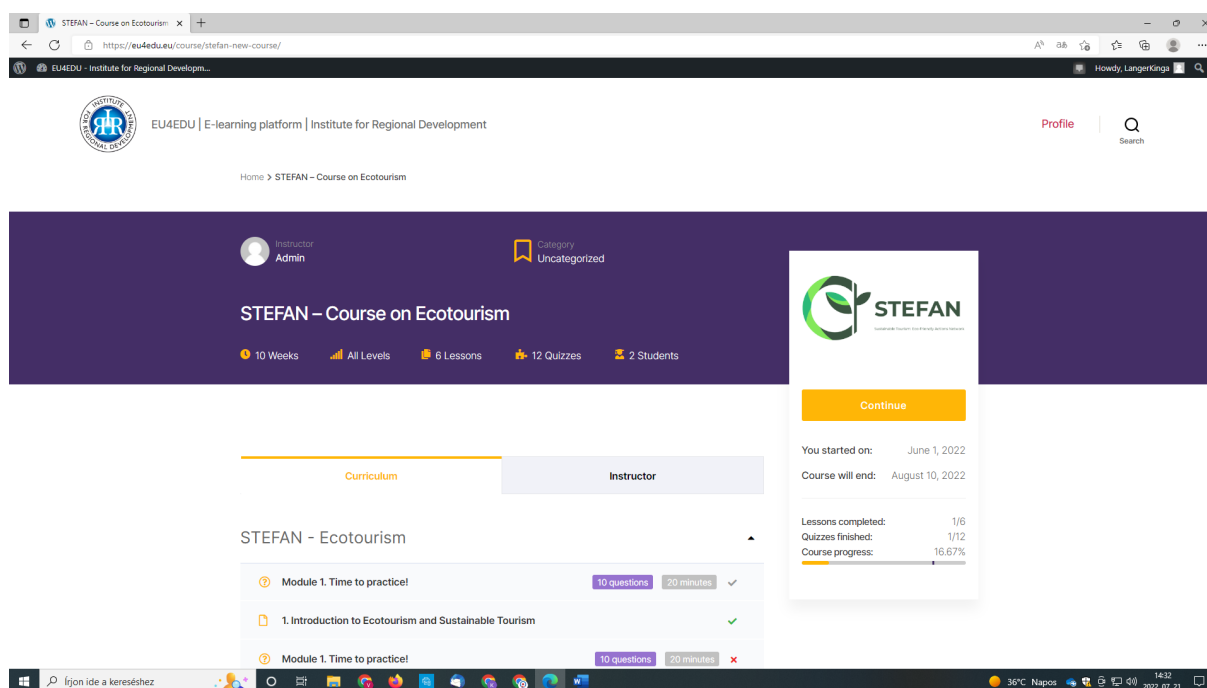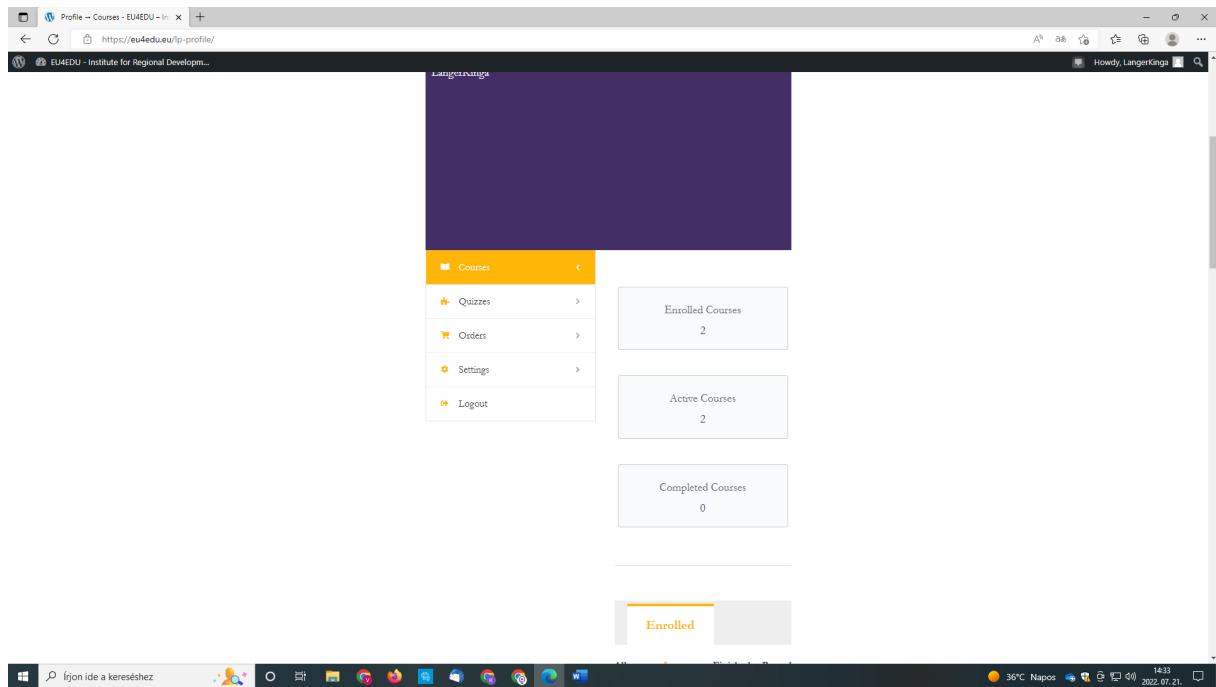
If you want to escape from the learning material you can click on " STEFAN-Course on Ecotourism" and you will find yourself on the main page.
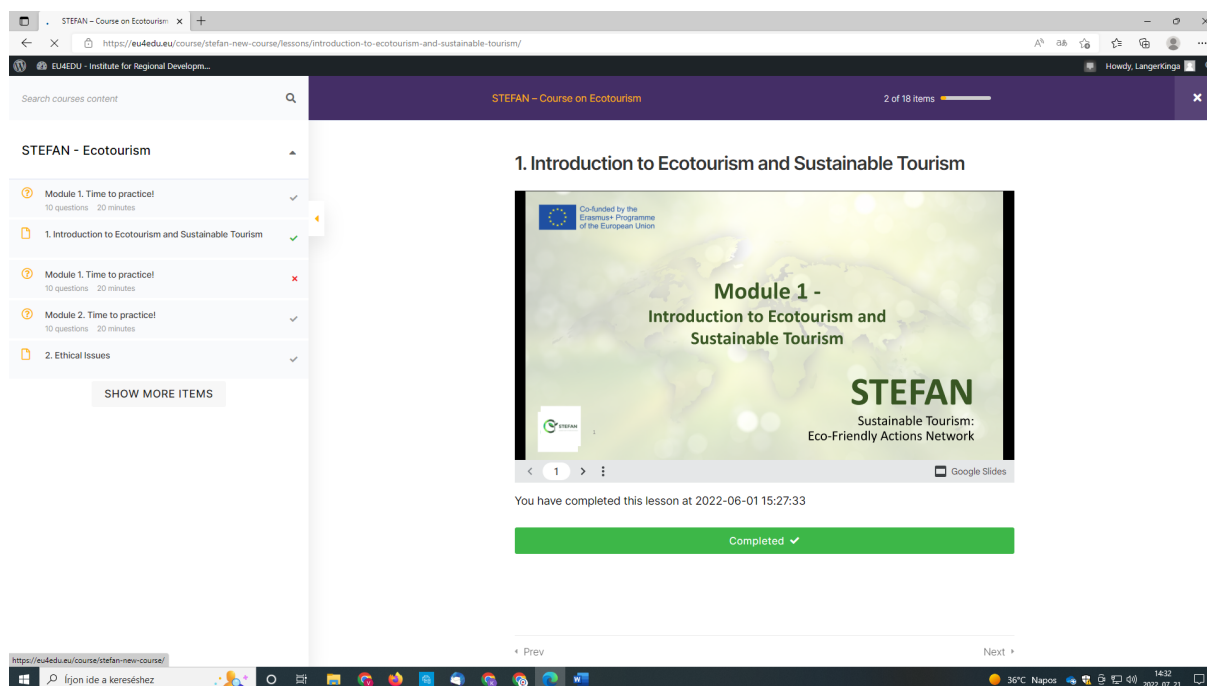
On the main page there is a button on the right side "continue" by click it you can continue your course.

In the right up corner there is a "profile" button. By clicking it you can see your enrolled, active and completed modules/course.

If you face any problem using the platform do not hesitate to contact your tutor. They can send you instructions in e-mail by print screens or you can have an online meeting to solve the problems.

We hope that you will enjoy our course and you will find the learning material interesting and useful.

Good luck!