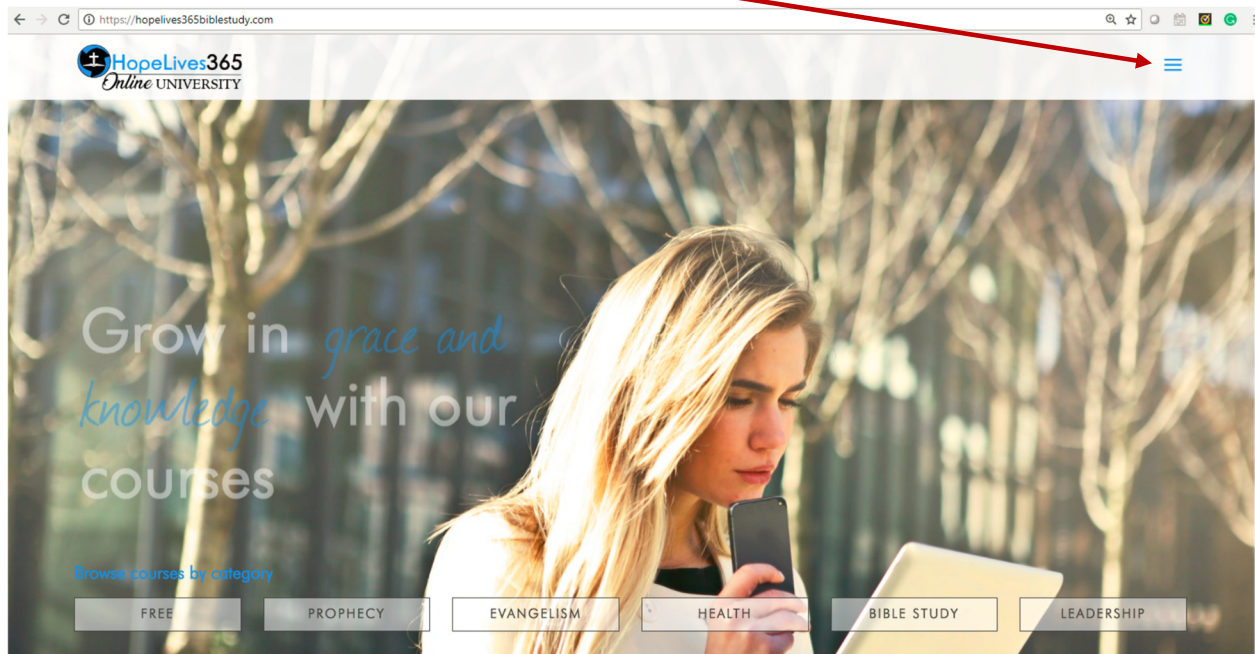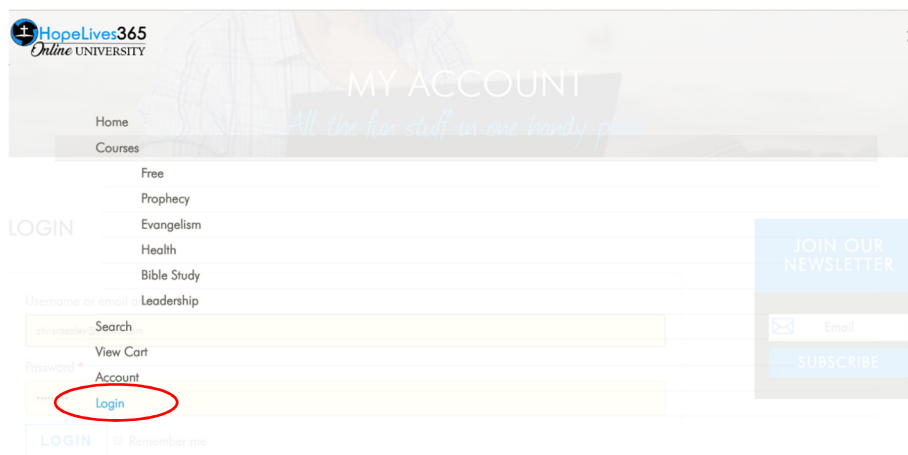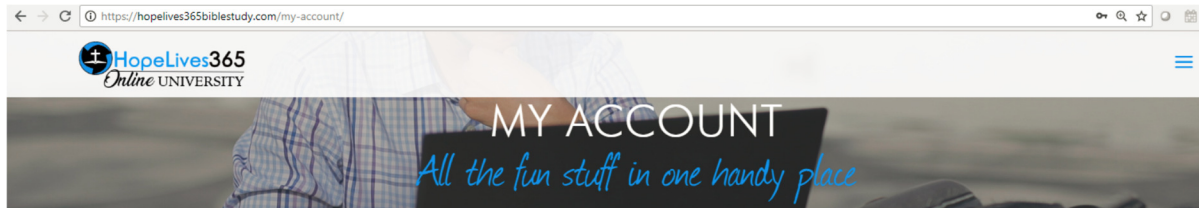# Quick Start Guide to Access Your Courses

Login

From any page on the HopeLives365 Online University (www.hopelives365biblestudy.com)
portal click on the accordion menu icon to the top right.

From the dropdown menu, select login.

This brings you to the login page. During your course enrollment/purchase you would have entered your email address and created a password to complete the transaction. Enter your email and the password you created and click on the LOGIN button. If you forgot your password, click on Lost your password to receive an email prompting you to create a new one.

My Account – Student Dashboard

Upon successful login, the very next page you see is the student dashboard. The next section of this document gives you a brief description of the menu icons on the student dashboard.
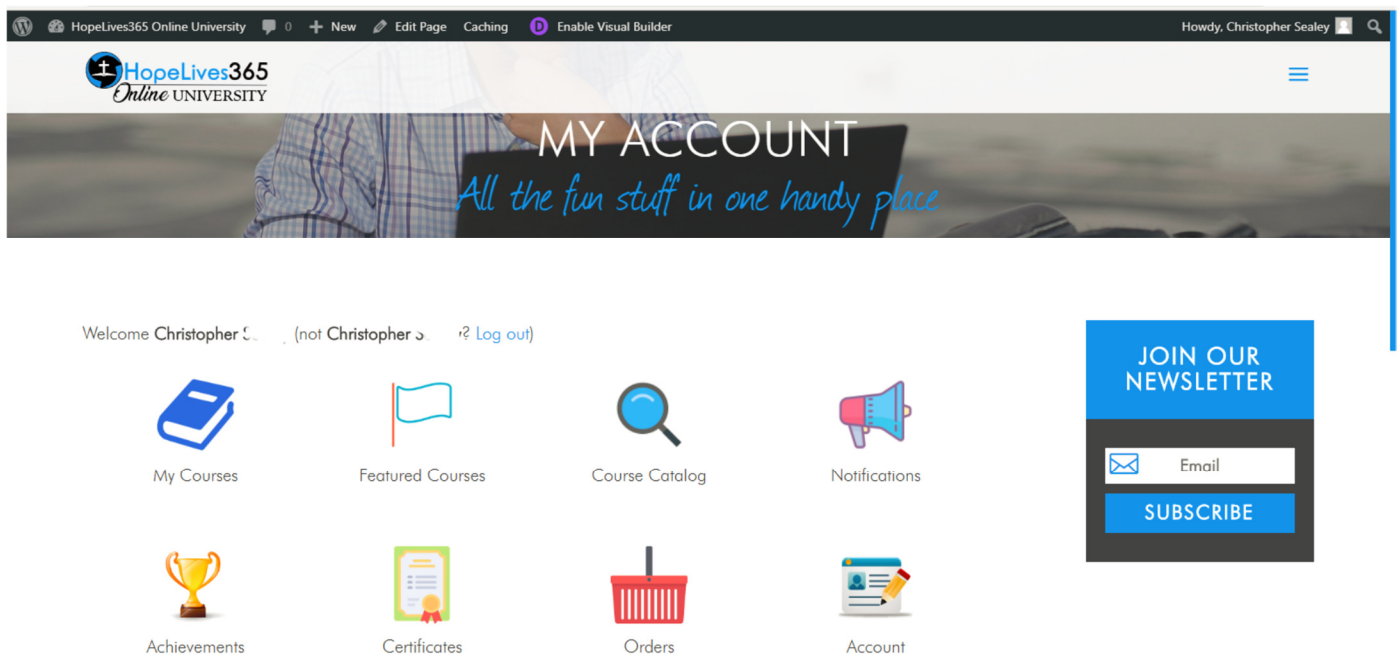
Menu Items – Student Dashboard

Below is a brief description of the menu items on your student dashboard.

Icon	Description
My Courses	Click on the My Courses icon to go to the page that shows all of the courses you have enrolled in/purchased. That page shows the course cards of all of your enrolled courses. Click on any of the course cards to launch your course.
Featured Courses	Click on Featured Courses icon to go to the page that shows all of our featured courses. These courses may or may not include courses for which you have enrolled.
Course Catalog	Takes you to a page where you can search all the courses in our course catalog.
Notifications	As you perform various tasks in our HopeLives365 Online University, you receive notifications when those tasks have been successfully completed or not. For example, you receive a notification when you enroll in a new course.
Achievements	Takes you to a page where you can view all of the academic achievements you have successfully completed in our online university. Academic achievements are defined by our university board.
Certificates	At the completion of most our courses, you receive a digital Certificate of Completion. Clicking on this icon takes you to a page where you can view all of your certificates earned in our online university. You can view, print or download a copy of each certificate you earn.

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Icon	Description
Orders	Takes you to a page where you can review the transactions for all the courses you have enrolled in/purchased. FREE courses also generate a transaction record.
Account	Takes you to a page where you can review your account details. This includes the ability to update your password, etc.
Memberships	Takes you to a page where you can review any memberships or subscriptions you have enrolled in.

How Do I Get Back to the Student Dashboard?

Once you are logged into your HopeLives365 Online University account, to get back to the student dashboard, go to the accordion menu icon, ☰ , on the top right of any page and from the drop down menu, click on the Account menu item. To close the menu icon, click on the "**X**".