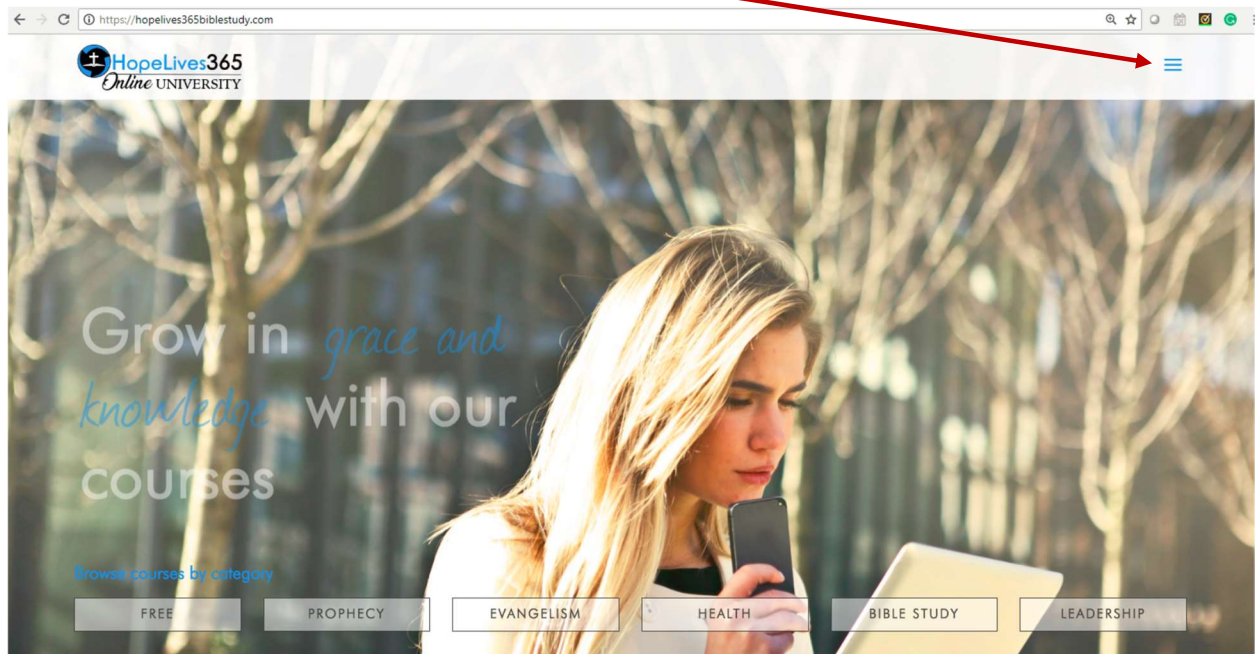


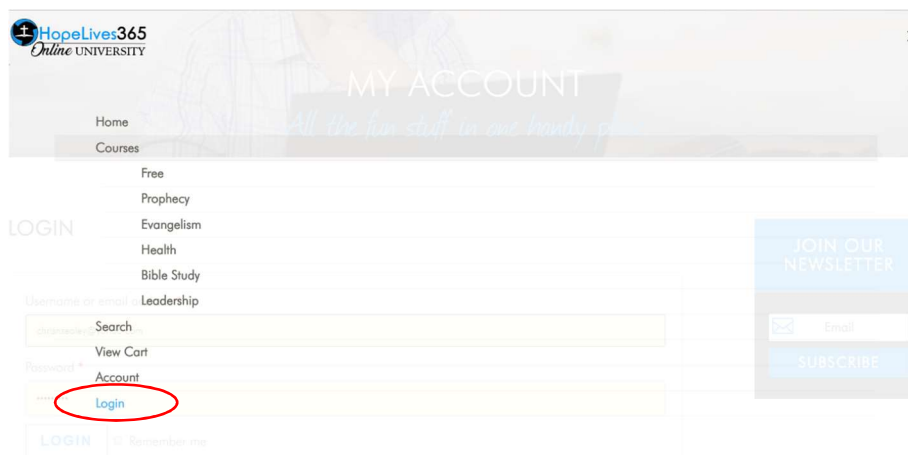
## Quick Start Guide to Access Your Courses

### Login

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

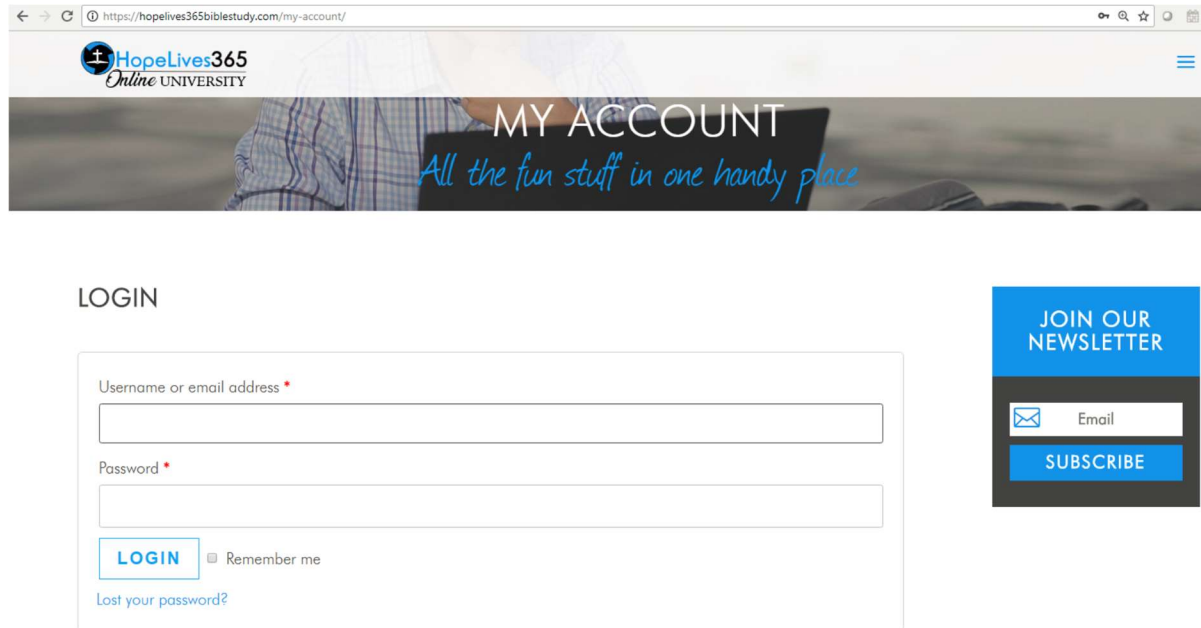


From the dropdown menu, select login.



Updated December 18, 2018

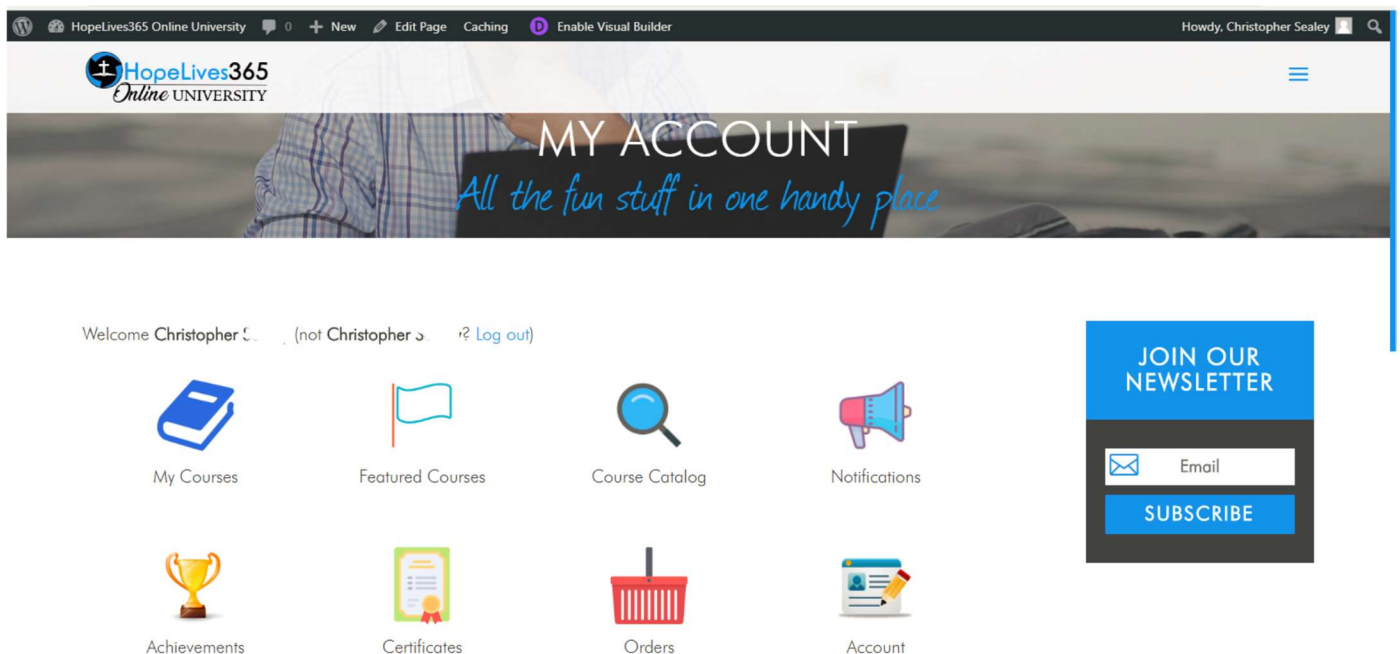
This brings you to the login page. During your course enrollment/purchase you would have entered your email address and created a password to complete the transaction. Enter your email and the password you created and click on the LOGIN button. If you forgot your password, click on Lost your password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



The screenshot shows the login page of HopeLives365 Online University. The browser address bar displays <https://hopelives365biblestudy.com/my-account/>. The page header includes the university logo and a hamburger menu icon. Below the header is a banner with the text "MY ACCOUNT" and "All the fun stuff in one handy place". The main content area features a "LOGIN" section with two input fields: "Username or email address" and "Password". A "LOGIN" button is positioned below the password field, along with a "Remember me" checkbox and a "Lost your password?" link. To the right of the login form is a "JOIN OUR NEWSLETTER" sidebar with an email input field and a "SUBSCRIBE" button.

## 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.






The screenshot shows the student dashboard of HopeLives365 Online University. The browser address bar displays <https://hopelives365biblestudy.com/my-account/>. The page header includes the university logo and a hamburger menu icon. Below the header is a banner with the text "MY ACCOUNT" and "All the fun stuff in one handy place". The main content area features a "Welcome Christopher C." message with a "(not Christopher C.)" link and a "Log out" link. Below the welcome message is a grid of eight icons representing different dashboard features: My Courses, Featured Courses, Course Catalog, Notifications, Achievements, Certificates, Orders, and Account. To the right of the dashboard grid is a "JOIN OUR NEWSLETTER" sidebar with an email input field and a "SUBSCRIBE" button.

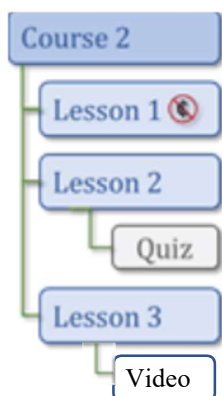
## Menu Items – Student Dashboard

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.

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.

## Our course structure

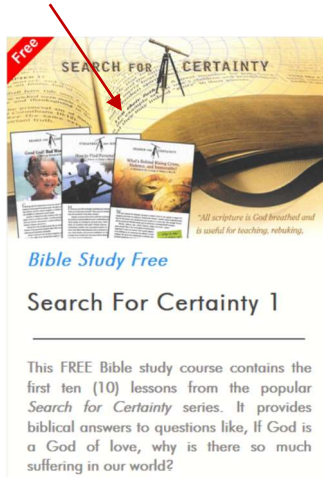


Courses contain one or more lessons. The lessons contain the content, for example a video, downloadable resources and the lesson quiz if available. You would spend most of your time in the lessons since it's where you interact with the content for our courses.

## How to access your enrolled course(s) material

Click on the My Courses icon to take you to the list of your enrolled courses.

Click on the top of the course card description of the course you wish to access.




This takes you to the course description. Scroll down to the bottom of the course description to see the **Course Curriculum** tab.

Click on the **Course Curriculum** tab to expand (or collapse) it to see the lessons in the course.



Click on lesson you wish to review, which takes you to the lesson page. The lesson page contains the lesson content, for example a video, downloadable resources and the lesson quiz if available.

## 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".

