

ULearn – User Manual for Students



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### 1 Introduction of ULearn

**ULearn** is a learning management system for supporting UTP in online teaching and learning delivery.

### 2 Login

 To access ULearn, please open the URL <u>https://ulearn.utp.edu.my/.</u> ULearn also is a responsive platform where you also can access it through your mobile browser. To sign in to the ULearn, you can click on Log in button and login by using your UTP ID. Username: UTP ID Username (test@utp.edu.my) Password: UTP ID Password (password)



Figure 1: ULearn Landing Page

- 2. If you have problem login to ULearn, please proceed with the below actions
  - a. Log case in UCS Portal at <u>https://utp.microsoftcrmportals.com/</u>
  - b. Reset login password at <a href="https://mypass.utp.edu.my/">https://mypass.utp.edu.my/</a>
  - c. Contact ICT Care Line at +6053688888



### 3 Dashboard

The **Dashboard** is a page for providing you with details of your course list that has been enrolled, course progress at the courses tab. While for Timeline tab, you able to view all your course activities upcoming datelines. In the centre is the Course overview block which allows you to **easily track required activities and filter courses.** 

Course overview	٥I
Timeline Courses	
In progress Future Past	
Online Video Course - ULearn Tutorial Activity for Lecturers	
This course is to help lecturers to know on how to manage activities in ULearn and help lecturers to full utilise ULearn for their	
Pukunui Training June 17	
Face to face training course provided by Pukunui - June 17	
Psychology in Cinema	ľ



Course overview		
Timeline Courses		
	Sort by dates Sort by courses	
	No upcoming activities due	

Figure 4: Course Overview by Timeline



#### 3.1 Navigation

The navigation block is used to provide navigation for you to navigate to other page within ULearn such as Dashboard, Site Home and Calendar.

Navigation	BI			
Dashboard				
Site home				
Site pages				
<ul> <li>My courses</li> </ul>				
Online Video Course				
Pukunui Training June 17				
▶ CETAL				
FAT0015:Fundamental of				
Programming I (CE1) - July				
Psychology in Cinema				

Figure 5: Navigation block

#### 3.2 Private file

The private files block enables access to your private files area. You can store your private files for your reference here.



Figure 6 : Private files block



#### 3.3 Calendar

You can refer your course activity such as assignment and quiz datelines, chat times and other course events in your own private calendar.

Calendar						
•		Ма	rch 202	0		
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Figure 7: Calendar block

#### 3.4 Upcoming Events

All of your Upcoming events activity such as assignment submission, upcoming test and schedule online class will be displayed in this block in a summarized list.



Figure 8: Upcoming events block



#### 3.5 Online users

You may able to view all Online users in this block which who have been logged into the current course.

Online users				
(last 5 minutes: 50) Nurhannan Bt M Yusof Halimatun Badariah Muhaman Rituwan 20000256				
C MUHAMMAD ZAIM BIN AZHARI 23970				
Hijas 18000860 AP Dr Noor Asmawati Bt Mohd Zabidi				
Figure 9: Online users block				

If you are idle in ULearn for 2 hours, your session will be time out and a message of "Your session has timed out. Please log in again." will be appeared. You are require to login again in order to access ULearn.



### 4 Access Your Courses

You can participate in course activities such as **forum, online quiz, chatting and view resources** in your courses. There are more **11 type of activities** that you can participate in your courses which those activities will be setup by your lecturer. You can view your enrolled courses in the **My Courses** section of the navigation block or via your dashboard.

Navigation		Your progress ⑦
Navigation Dashboard  Site home Site pages My courses Online Video Course Pukunui Training June 17 CETAL FAT0015:Fundamental of Programming I (CE1) - July Psychology in Cinema	<image/>	
<ul> <li>Participants</li> <li>Badges</li> <li>Competencies</li> <li>Grades</li> <li>General</li> <li>Background Information</li> </ul>	Message from your lecturer: Announcements from your lecturer Figure 10: Course Overview	^



## 5 Log Out

To log out of ULearn, click at the drop down on upper right of the page and click Logout.



Figure 14: Logout