



Learner Portal

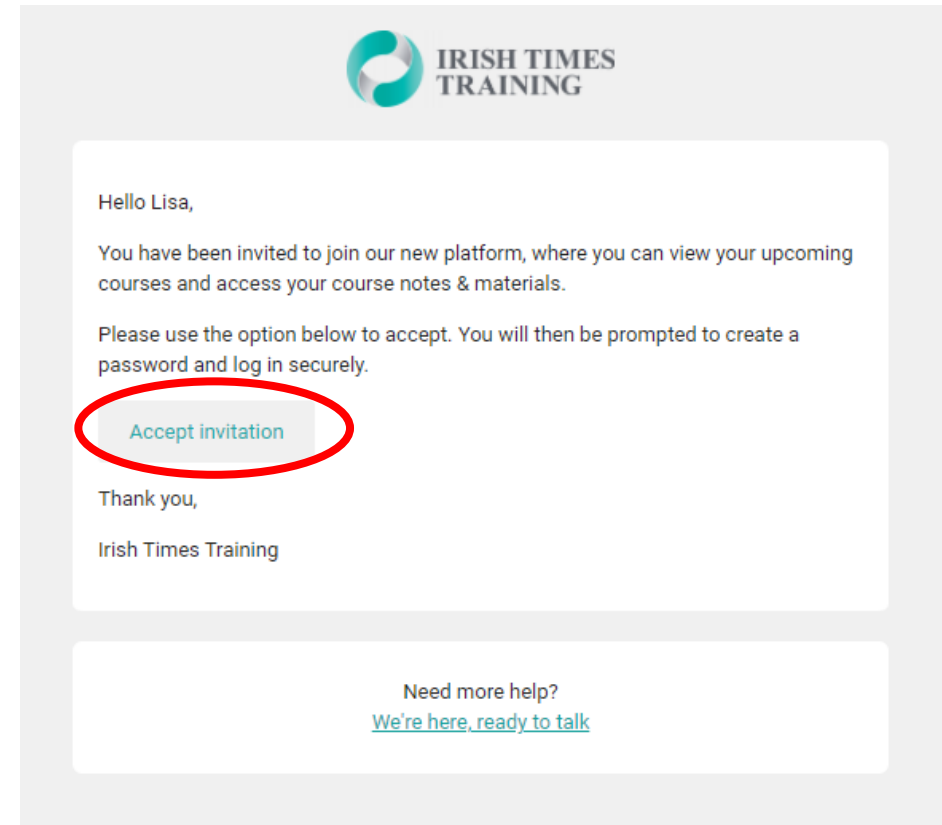
ACCESSING COURSE NOTES & MATERIALS

Logging In

First of all, you will receive a log-in invitation email for our online Learner Portal.

To log in, click the link in the invitation email (circled here) to set up your password and log-in.

(Your password is one you will need to create and use for the duration of your course)



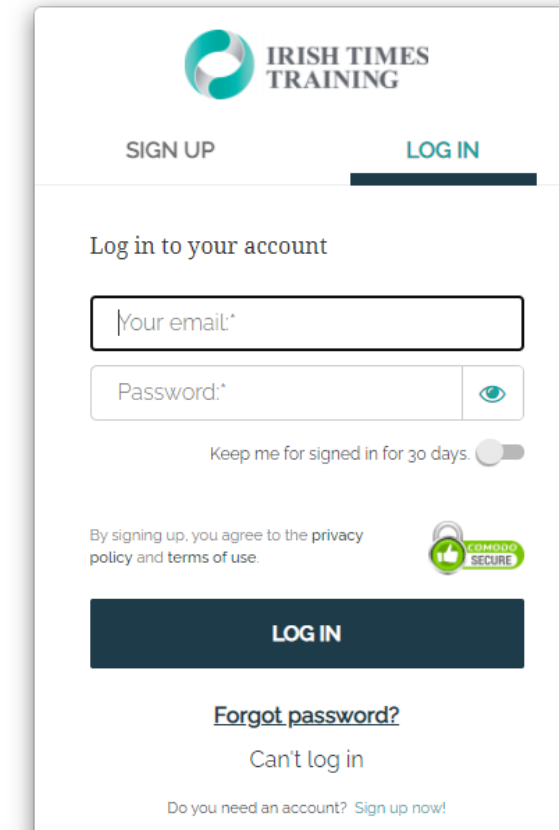
Logging In

You will then be brought to the log-in screen where you can enter your email and password.

This will be the log-in screen you use each time you want to log in to the Learner Portal.

This can be accessed here:

<https://www.irishtimestraining.com/admin/login>



The screenshot shows the login interface for Irish Times Training. At the top, the logo and name 'IRISH TIMES TRAINING' are displayed. Below this, there are two tabs: 'SIGN UP' and 'LOG IN', with 'LOG IN' being the active tab. The main heading is 'Log in to your account'. There are two input fields: 'Your email*' and 'Password*', with a toggle icon for password visibility. A checkbox labeled 'Keep me for signed in for 30 days.' is present. A security badge with a thumbs up icon and the text 'COMFORTABLE SECURE' is shown. A large dark blue 'LOG IN' button is centered. Below the button, there are links for 'Forgot password?' and 'Can't log in'. At the bottom, a link says 'Do you need an account? Sign up now!'.

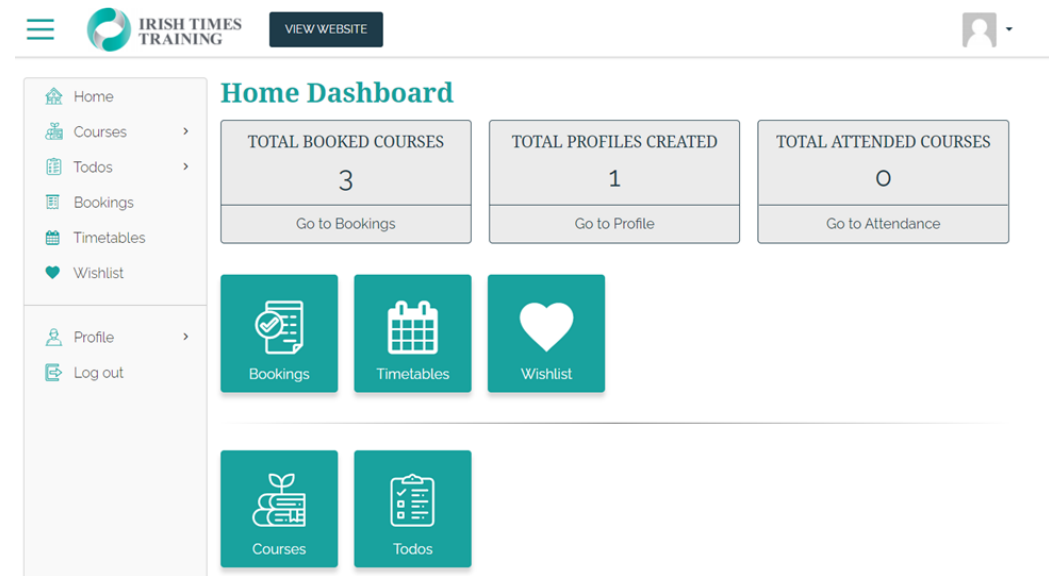
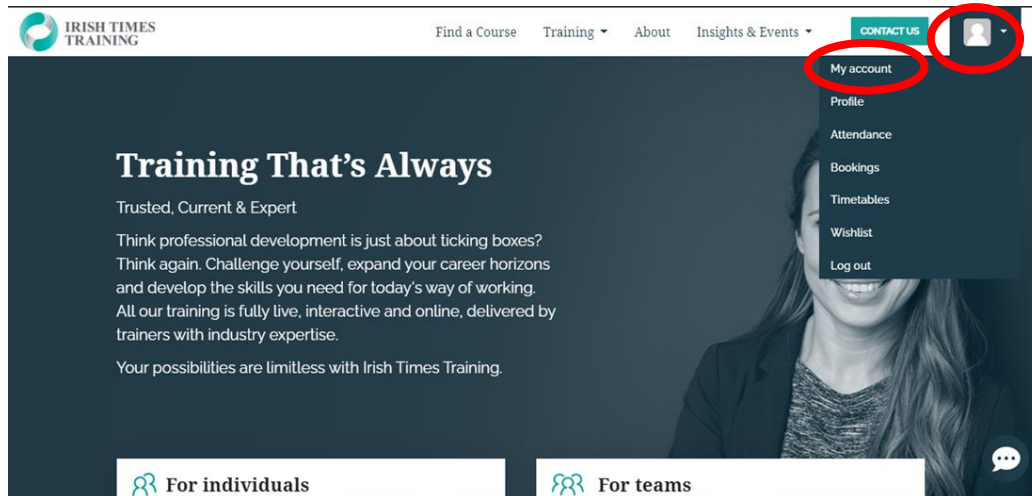
After logging in, you will arrive either on the:

HOMEPAGE

OR

LEARNER PORTAL DASHBOARD

Note: If brought to the page below, click the 'icon' button (circled) and a drop-down menu will appear. Select 'my account'.



Accessing Notes

Once you are logged into the Learner Portal, you will find your course notes and materials by clicking 'Courses' (circled below).

The screenshot shows the 'Home Dashboard' of the Irish Times Training Learner Portal. At the top, there is a navigation bar with the 'IRISH TIMES TRAINING' logo, a 'VIEW WEBSITE' button, and a user profile icon. On the left, a sidebar menu lists: Home, Courses, Todos, Bookings, Timetables, Wishlist, Profile, and Log out. The main dashboard area is titled 'Home Dashboard' and contains three summary cards: 'TOTAL BOOKED COURSES' (3), 'TOTAL PROFILES CREATED' (1), and 'TOTAL ATTENDED COURSES' (0). Below these are three buttons: 'Bookings', 'Timetables', and 'Wishlist'. At the bottom, there are two more buttons: 'Courses' and 'Todos'. The 'Courses' button is circled in red.

| Metric | Value | Action |
|------------------------|-------|------------------|
| TOTAL BOOKED COURSES | 3 | Go to Bookings |
| TOTAL PROFILES CREATED | 1 | Go to Profile |
| TOTAL ATTENDED COURSES | 0 | Go to Attendance |

Dashboard Buttons:

- Bookings
- Timetables
- Wishlist
- Courses** (circled in red)
- Todos


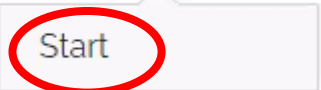
Accessing Notes

You will then see your course displayed and can click 'Start' in the dropdown menu beside your course (circled below) to view the content and notes.

Home > Courses > My Courses

My Courses

Search:

| Course | Module | Booked | Access open | Access closed | Progress | Actions |
|--|------------|-------------------------|-------------|---------------|----------|---|
| Dementia Care & Support - Homecare Education Programme | Healthcare | 18:05 22 September 2021 | August 2021 | February 2022 | 0 / 1 |   |

Accessing Notes and Content

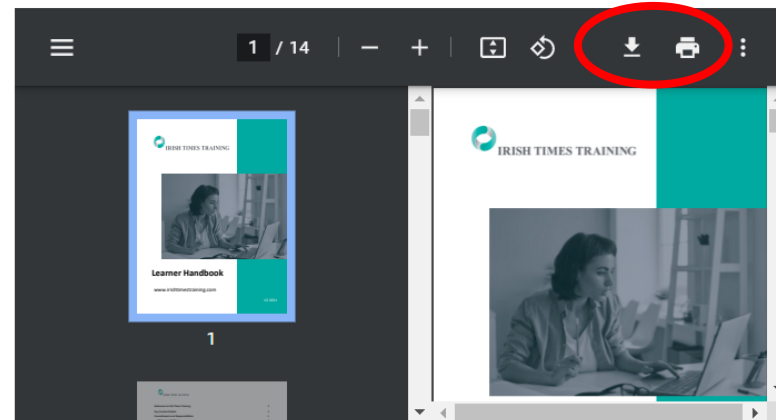
The available content will then be displayed; you can click 'Prev' or 'Next' to move between the files, or click through the sections on the right-hand side. Each file can also be printed or downloaded to your PC or laptop.

Home > Courses > My Courses > Kilkenny (11/11/2021) Dementia Care & Support HSE

Kilkenny (11/11/2021) Dementia Care & Support HSE

ADD COURSE

Learner Handbook



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1. Learner Handbook

OS

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5: Reflective Journal Template

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Contact Us

Please contact us if you have any questions or if you have any difficulty accessing your course notes:

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