

## NV Institute Course Guide

Thank you for participating in New Vision Institute! We believe that by you participating in this course(s) that you will grow spiritually and begin to chart a course in sharpening your faith individually and collectively. The purpose of this guide is to provide you with the steps that you need to take to access and navigate the course content for this semester.

### **How do I access NV Institute?**

1. To access the learning site (platform), you will need to go to either:  
[www.newvisionlife.moodle.school](http://www.newvisionlife.moodle.school) or [www.newvisionlife.com/groupresources](http://www.newvisionlife.com/groupresources)
2. To login to your account you will need to follow these steps:
  - Enter your username. Your username to login follows the pattern of **firstname.lastname** (all lowercase with a period in the middle). For example joseph.brasher
  - Then enter the password **NVLearn20** (case sensitive). Once you enter the password, you will be required to change your password.
  - If you have any trouble in logging in, please email [joseph.brasher@newvisionlife.com](mailto:joseph.brasher@newvisionlife.com). We encourage you to bookmark this site in your favorites.
3. You can include whatever information that you desire in your profile.

### **How do I navigate NV Institute?**

1. ON YOUR DASHBOARD: When you login to Moodle, there is a dashboard (or home) page. On this page should be your course that you are registered to take. Find your course and click on it.
2. GETTING TO MY COURSE: Once you are into the course, the only information that you will see is the Course Introduction and then the week's laid out below. It is important to know that we do not release all the information at one time. Instead, the content is released each week so that everyone has equal access to the content.
3. FIRST WEEK: For your first week there may be a course introduction as well as Week One of content available. You will need to complete both, not just the course introduction week. The dates are there to help you keep track of when that week is available.
4. VIDEOS: There are videos that you can watch, that will pop-up in the system, so you do not have to leave the webpage where you are working.
5. DISCUSSION FORUMS: There are discussion forums that you may be asked to participate in, where you will need to hit a reply button to the question posed. You can also see what other people post and you can reply to their comments. Remember that all comments are available for all to see.

6. GROUP DISCUSSION: You have the opportunity to connect with the teacher of the course through a group discussion on Zoom. Contact your teacher if you have any issues connecting to your group discussion.

Always know that we are here for you and to help you have a quality experience at NV Institute!