



Happy Learning, Education For Everyone

Learning For Fun

Learning For Love

Learning For Joy



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Online Arts Education Student Handbook 2016-2017 Edition



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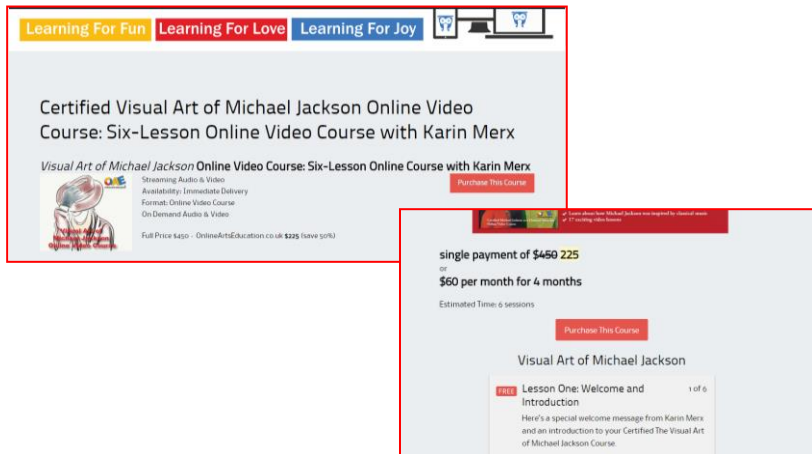
1. How to Buy a Course?

Tap onto the www.onlineartseducation.co.uk page using your computer, tablet or smartphone and follow these eight simple steps.

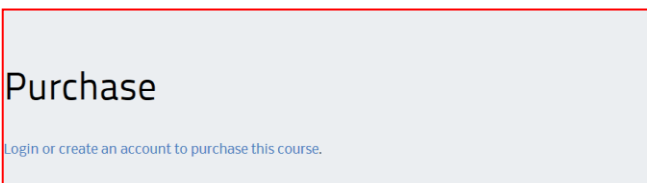
1. Select your course of choice on the [Main Page](#) or [Course List](#).



2. Click the course and select 'Purchase This Course'. If you are taken to another page then **scroll down** and **click** the 'Purchase This Course' button again.



3. Click '[Login or create an account to purchase this course](#)'



WHAT HAPPENS ONCE I'VE PAID?

Visit onlineartseducation.co.uk and log on to the '[My Courses](#)' section. This is a one-stop-shop for all your learning requirements. You'll need to make sure you fill in your details correctly if you are taking a Certification course. All Certification courses have the word 'Certified' in the title. Your details must be correct in this section so that your name appears correctly on your certificate.

If the **Single Payment** cost is a little too much at the moment then you can easily spread the cost by using one of our **Payment Plans**, simply opt-in after pressing the 'Purchase' button on any course page.

NEED MORE INFORMATION?

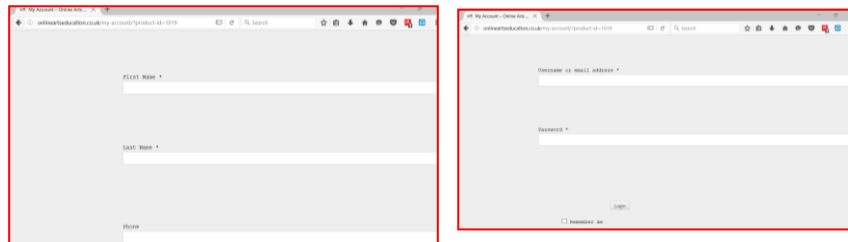
Still have some learning questions? Visit our FAQs at: onlineartseducation.co.uk/faqs-frequently-asked-questions/



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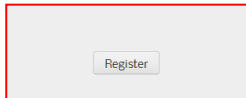
4. **Scroll** down to the words **'Register'** and enter your 'First Name', Last Name, and Email Address (the phone is optional).



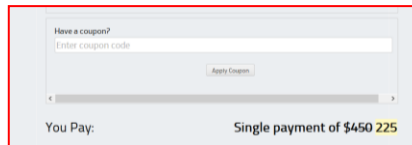
If you already have an account then you do not need to re-register here. You only need to enter your **username or email address** and a **password**.

5. Read and then **Click** to agree to the [Terms and Conditions](#).

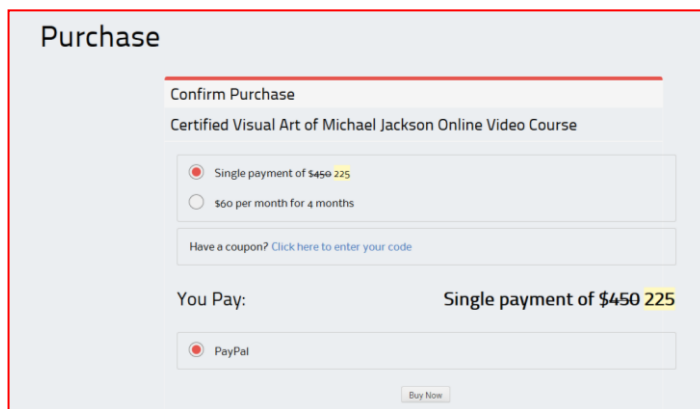
6. Click Register.




7. If you have a coupon, make sure to apply it here.



8. Confirm your purchase method. Single Payment plans are cheaper but Monthly Payments allow you to spread the cost of your learning.





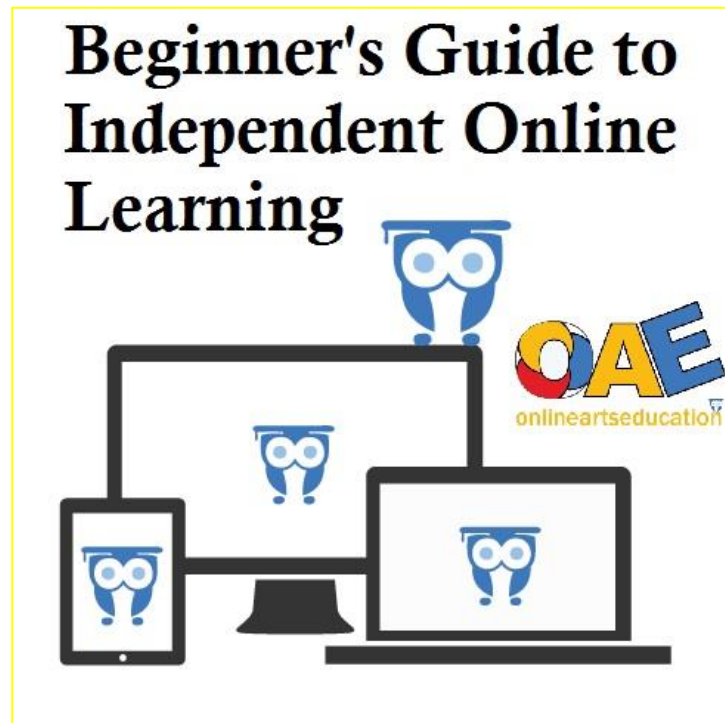
1. 'Beginners Guide to Online Learning'

When you purchase a course from onlineartseducation.co.uk, you will receive a course called 'Beginners Guide to Online Learning' worth \$99 completely free. Simply use the coupon code emailed to you. If you do not receive this email please contact us at info@onlineartseducation.co.uk.

This course is for people who want to learn online and need guidance on how to do so effectively, all Online Arts Education students, to help build confidence for a wide range of learners.

Presented and designed by Elizabeth Amisu, this quick course is less than sixty minutes long, with simple videos that cover the basics of Online Learning including:

1. How to Make Learning Journeys
2. What to Expect?
3. Basic Tools
4. Final Projects
5. Certificates and Achievements
6. Reaching New Heights

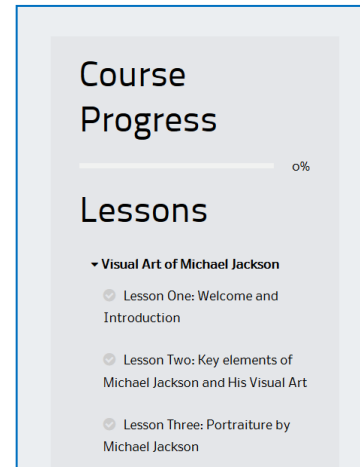
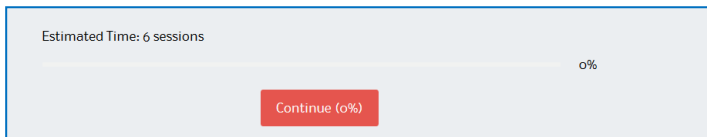




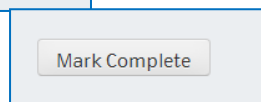
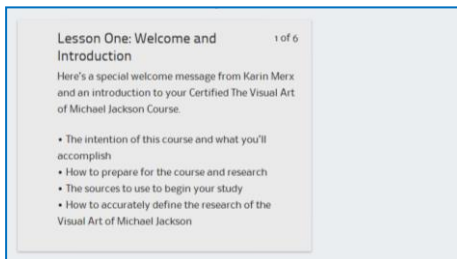
1. How to Access Achievements & Certificates

1. Once you have paid for your course you will be taken straight to your main course page to begin your first lesson. To your right you will see the **Course Progress** side-bar with a list of lessons

2. When you scroll down you will see your **Progress Thermometer**

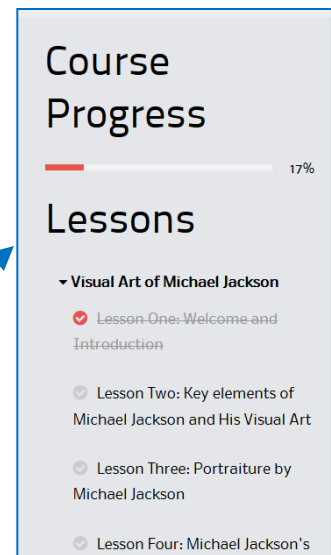


3. Click on the lesson bubble to take each session.



4. Check the 'Mark Complete' button.

5. Your progress thermometer will now change to reflect the work you've done. The lessons you have completed will also be crossed out in the **Course Progress** side-bar.



6. If you are taking a Certification Course you will receive an **Achievement** for every lesson you complete leading up to your final project. Both **Achievements** and **Certificates** can be found in the ['My Courses'](#) section.





4. Learning Contracts

Many students have found that their learning focus and consistency gains loads of momentum when they complete a personal learning contract. Here is one for you, to be written at the beginning of your learning journey.

LEARNING CONTRACT

I, _____, understand that I am undertaking an intensive learning journey independently, for my own personal and professional expansion. I commit myself to the _____ week duration of the course. I, _____ commit to daily/weekly lessons, reading, watching of video lectures, and the fulfilment of each lessons tasks.

I, _____ also am aware that this course may point me to further learning gaps that I will want to pursue. I, _____, commit myself to excellent self-care: adequate sleep, diet and exercise, as well as fun – for the duration of the course.

(signature)

(date)



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We Wish You Happy Learning

Online Arts Education is a unique international online learning platform with some of the most amazing courses in the world. These courses are magnificent intellectual products, and they come with a mass of resources as bonuses. They are available to everyone, regardless of training or prior education, and there is no entry fee, exam, or application process. We reward our learners' dedication and enthusiasm every time with a dynamic learning experience and a super-affordable online course.

<http://onlineartseducation.co.uk/>