

# **British Red Cross Training guide to online learning**

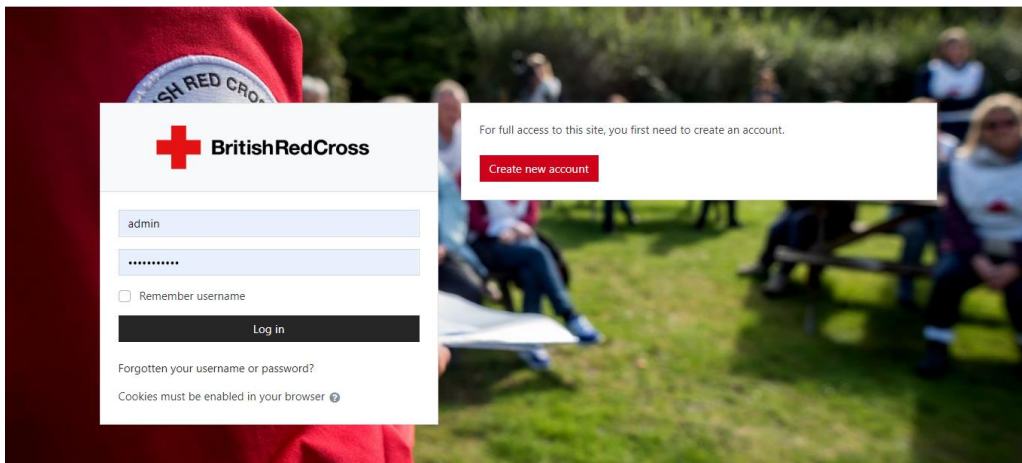
## How you can enrol new users

Each new user can enrol on to the course through the self-enrolment option through the online learning website. Please note, the user will of need to be made aware of the enrolment key as this will be required to link the user to the course.

To see video of the enrolment process, go to: <https://vimeo.com/386466544>

Password for Vimeo: RCTEnrol

1) Use the following link: <http://firstaidonlinelearning.redcross.org.uk/login/index.php>



2) Click '**Create account**' and enter details into the account setup options, as shown below.

3) The user will receive an email in which they will confirm their email address is valid.

4) Once in the Dashboard, on the right-hand side the user needs to then click Courses > First aid annual update course.

In the 'Enrolment key' box enter the enrolment key before clicking the 'Enrol me' button. A message will be displayed in a green banner on the screen confirming enrolment. The user can now proceed to complete the course.

The enrolment key is: Update2020!

The screenshot shows the user interface for enrolling in a course. At the top left is the British Red Cross logo and 'My Courses' dropdown. The main heading is 'First aid annual update course' with a breadcrumb trail: Home / Courses / First aid / First aid annual update course / Enrol me in this course / Enrolment options. The main content area is titled 'Enrolment options' and features a search bar for the course. Below the search bar is a thumbnail image of a first aid training session. Underneath the image, there is a section for 'Self enrolment (Student)' with an 'Enrolment key' input field and an 'Enrol me' button. On the right side, there are two navigation panels: 'Navigation' with links to Home, Dashboard, Site pages, Courses, and First aid (with the current course selected); and 'Administration' with a link to Course administration and an 'Enrol me in this course' button.

## Certificate

The course does not need a minimum pass mark required for a user to meet in order to receive their certificate. The course certificate is based on the user completing their learning by watching videos and interacting with the learning options.

Each user can collect their certificate from Dashboard > Course Overview > First aid annual update course > Collect your certificate > Your certificate > View certificate

The user will then have a PDF copy of their certificate downloaded to their computer.