



Republic of the Philippines  
Department of Education

04 APR 2022

DepEd MEMORANDUM  
No. **026**, s. 2022

**DISABILITY-INCLUSIVE TEACHING IN EMERGENCIES ONLINE COURSE**

To: Regional Directors  
Schools Division Superintendents  
Public and Private Elementary and Secondary Schools  
All Others Concerned

1. The United Nations (UN) Convention on the Rights of Persons with Disabilities (PWDs) and its Optional Protocol ensures the right of learners with disabilities to education. These rights should be more strongly upheld during pandemic when the most negatively affected are the learners with disabilities and other vulnerable and marginalized learners. Collective efforts of international organizations took shape through the United Nations Educational, Scientific and Cultural Organization (UNESCO), United Nations Children's Fund (UNICEF), and World Bank (WB) joint project called **Accelerated Funding to Strengthen GPE's Global and Regional Response to the COVID-19 Pandemic**.

2. Under this project came the Responding to the Educational Needs of Learners with Disabilities during Emergencies Project which developed and piloted an online course as a regional response to the COVID-19 Pandemic through the Southeast Asian Ministry of Education Organization (SEAMEO), in collaboration with UNESCO Bangkok Asia and the Pacific Regional Bureau for Education, and funding from the Global Partnership for Education (GPE).

3. The online course, dubbed as **Disability-Inclusive Teaching in Emergencies or DTeEm**, offers teachers in regular and special education schools, teachers-to-be in universities/colleges of education, and other stakeholders the following modules with 26 supplemental animated videos:

- a. Module 1: Stress Management and Psychosocial Support,
- b. Module 2: Utilisation of Different Assistive Technologies,
- c. Module 3: Developing Emergency Response Plan, and
- d. Module 4: Continuity of Learning.

4. The learners of the free self-learning online course will receive the following:

- a. Four badges (one badge upon completion of each module), and
- b. e-Certificate of Completion.

5. DTeEm online course has been piloted in the following countries with their local languages: Bhutan, Cambodia, Lao PDR, and Timor-Leste. The initial assessment of the course reveals its positive impact on the course participants, particularly in expanding their knowledge and skills in teaching and supporting the development of learners with disabilities in emergencies.

6. SEAMEO is expanding the reach of the DTeEm's benefits to more countries and teachers and educators in Southeast Asia and beyond. The Department of

6. SEAMEO is expanding the reach of the DTeEm's benefits to more countries and teachers and educators in Southeast Asia and beyond. The Department of Education (DepEd) supports SEAMEO's efforts to bring the positive impact of DTeEm to Filipino teachers and educators.

7. In line with this, DepEd encourages teachers in both public and private schools in all levels nationwide to take the online course. Instruction on how to register and other technical details are contained in the enclosed **Learner's Guide to Learning Management System**.

8. An online orientation about the course is scheduled on March 17, 2022 at 10:30 a.m. (Manila time) with the following link:

Zoom Meeting: <https://link.seameo.org/DTeEM2Launch>  
Meeting ID: 812 3127 6473  
Passcode: 1703



Those who could not join via Zoom can watch the livestreaming through SEAMEO Secretariat YouTube Channel  
<https://link.seameo.org/DTeEM2Launch/Live>

For those who might miss the livestreaming may view the recording of the DTeEm Launch and Orientation via YouTube which can be found at  
<https://www.youtube.com/user/SEAMEOsecretariat>

9. All regional directors, superintendents, district supervisors, school heads are instructed to disseminate the information about DTeEm Webinar Launch and promote its rollout in their respective divisions, districts, or schools.

10. Course participants can use official time to attend the webinar launch, log in the course, and perform course requirements. Participating in the course should be properly scheduled with education supervisors or school heads to ensure that regular teaching hours and students' learning periods are not unnecessarily disrupted.

11. For more information, please contact the **International Cooperation Office**, Ground Floor, Teodora Alonzo Building, Department of Education Central Office, DepEd Complex, Meralco Avenue, Pasig City through email at [ico@deped.gov.ph](mailto:ico@deped.gov.ph) or at telephone number (02) 8637-6462.

12. Immediate dissemination of this Memorandum is desired.



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please scan the QR code



DEPED-OSEC456533

  
**LEONOR MAGTOLIS BRIONES**  
Secretary

Encl.: As stated

Reference: None

To be indicated in the Perpetual Index under the following subjects:

ORGANIZATIONS  
SEMINARS  
SPECIAL EDUCATION

TEACHERS  
TRAINING PROGRAMS

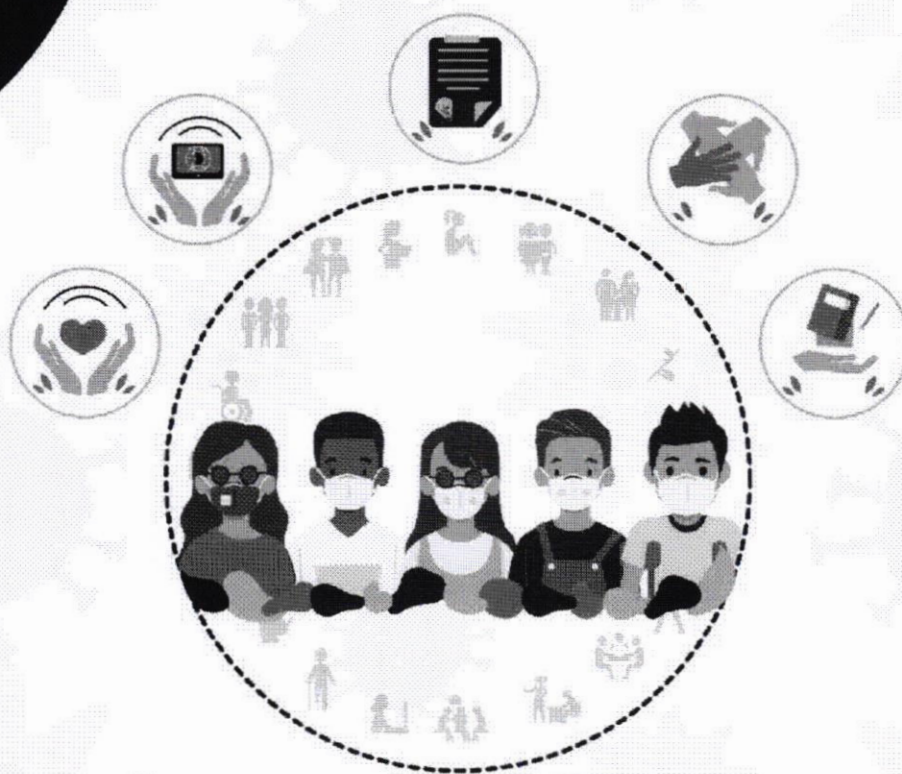




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DEPED-OSEC-456533



# **GUIDELINE COURSE For Learner**

## **Website**

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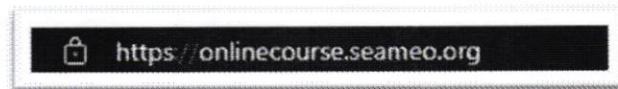
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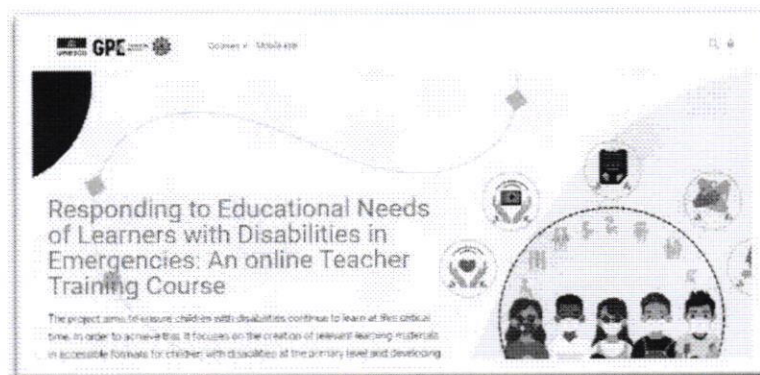
# I.

## How to Create an account

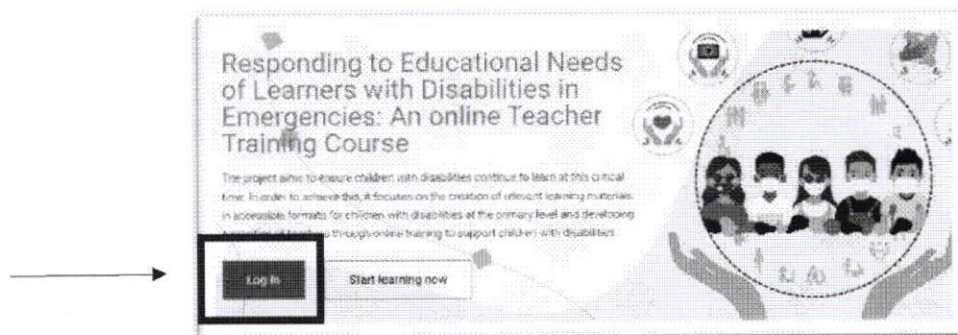
1. Access the website with address page: <https://onlinecourse.seameo.org>



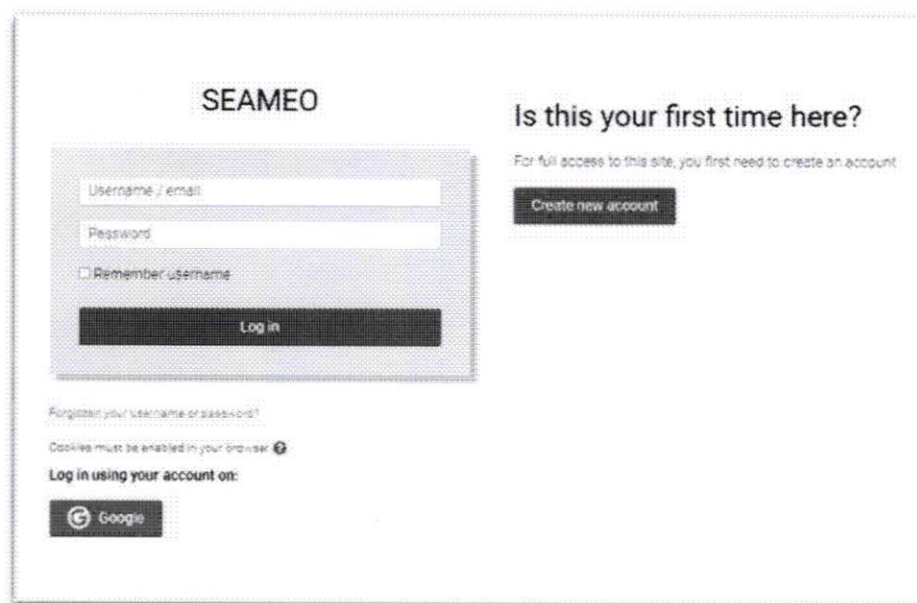
2. Once you have successfully accessed the web, you will see the homepage like picture below.



3. Scroll down the homepage until you find the **"Login"** on red button, Click the button, and you will go to login site page.

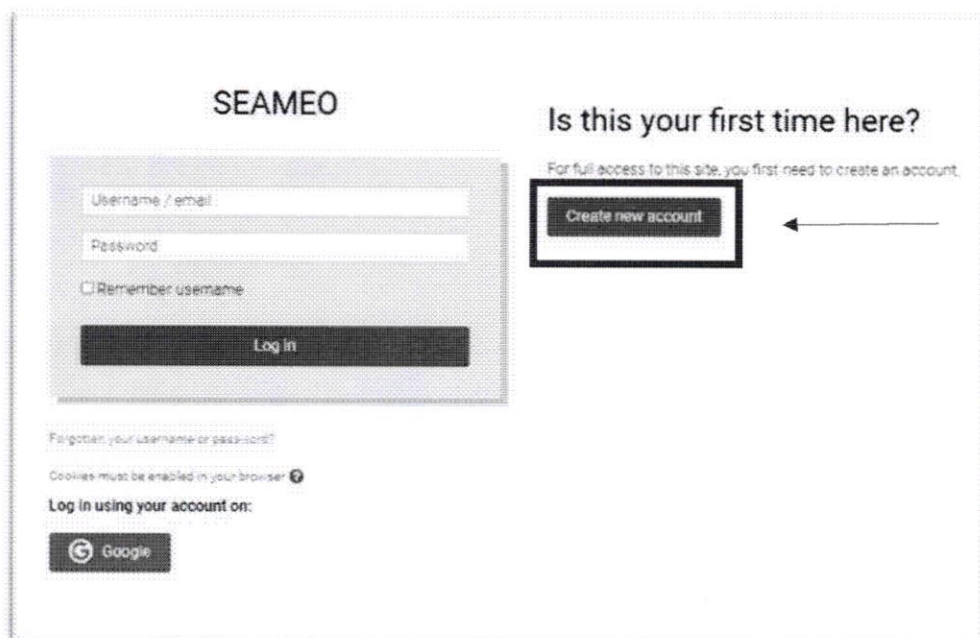


4. After that you will be directed to this login page.



The image shows the SEAMEO login page. On the left, there is a login form with fields for 'Username / email' and 'Password', a checkbox for 'Remember username', and a 'Log in' button. Below the form are links for 'Forgot your username or password?' and a note 'Cookies must be enabled in your browser'. At the bottom, it says 'Log in using your account on:' followed by a 'Google' button. On the right, the heading 'Is this your first time here?' is followed by the text 'For full access to this site, you first need to create an account' and a 'Create new account' button.

5. Click the **"Create New Account"** button, then you will be directed to Google account sign in page.



This image is identical to the one above, but with an additional annotation. A black rectangular box highlights the 'Create new account' button on the right side of the page. A black arrow points from the right towards this button, indicating the action to be taken.



6. You will be directed to fill in your personal data as below

## New account

▼ Collapse all

Choose your username and password

Username

The password must have at least 8 characters, at least 1 digit, at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as @, #, ... or %

Password

More details

Email address **\*** noviana@seamolec.org

Email (again) **\*** noviana@seamolec.org

First name **\*** Noviana

Surname **\*** Nugentara,

City/Town jakarta

Country Indonesia **\***

Create my new account Cancel

There are required fields in this form marked **\***

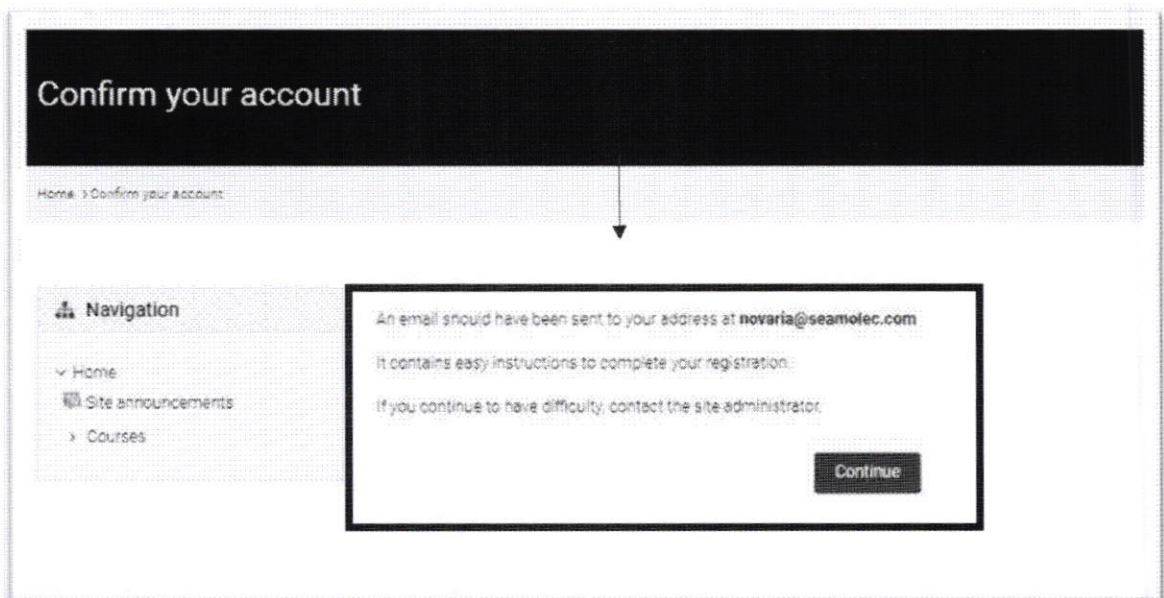
7. Fill your personal data, and then click the **create my new account** button.

The screenshot shows a registration form titled "More details" with a close button in the top right corner. The form contains the following fields:

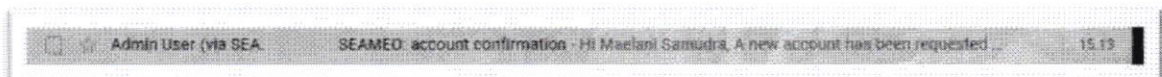
- Email address: noviana@seamoleet.org
- Email (again): noviana@seamoleet.org
- First name: Noviana
- Surname: Nusanegara
- City/Town: Jakarta
- Country: Indonesia

At the bottom of the form, there are two buttons: "Create my new account" and "cancel". A red rectangular box highlights the "Create my new account" button. An arrow points from the text "There are required fields" to the left of the form.

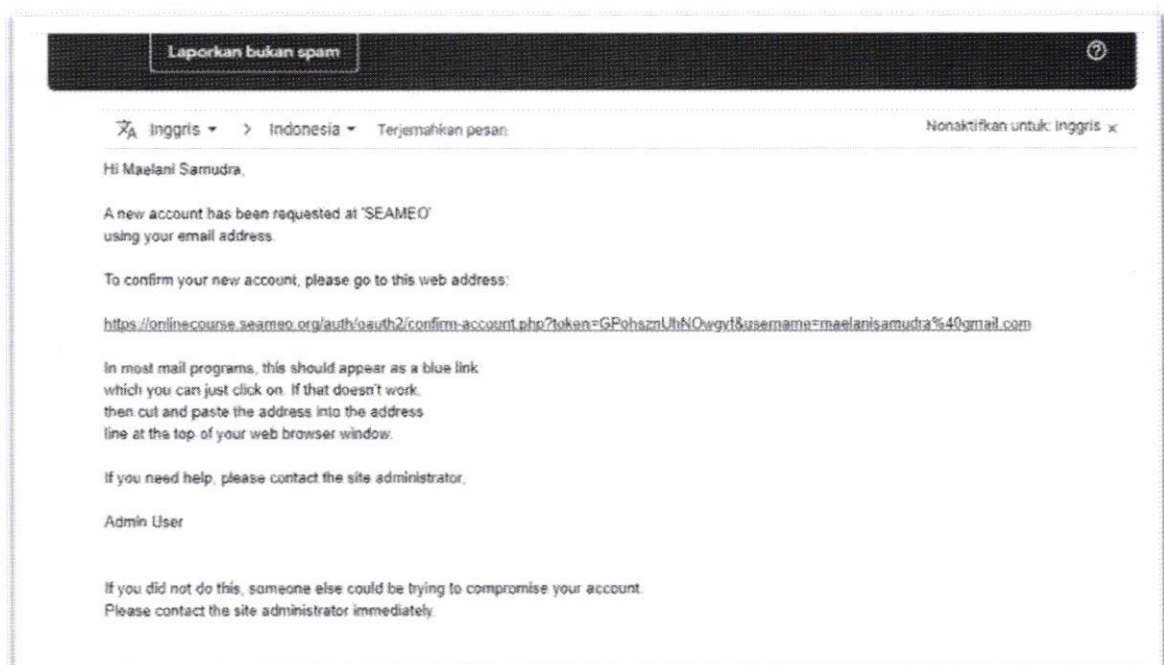
8. There will be a **notification** that the registration email has been sent to the gmail account that you have previously registered, an email also contains easy instruction to complete your registration.



9. After that, **check the email** on the registered account to confirm the account.

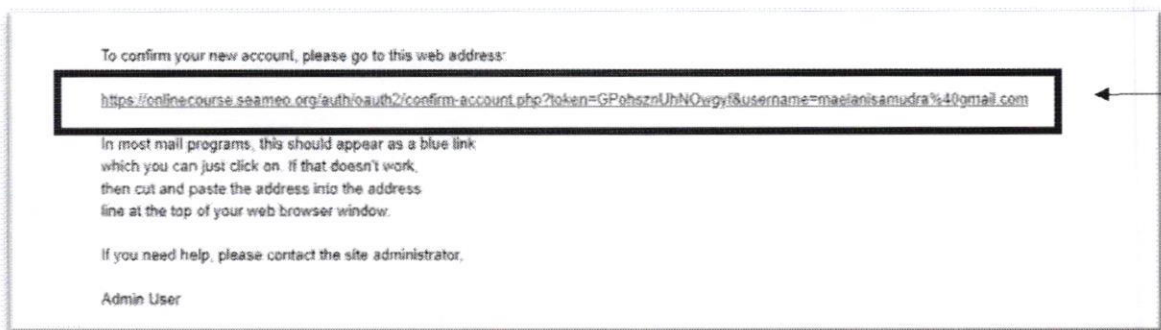


10. You will **receive an email** like a picture below in your inbox, if you can't find it, please check your spam.

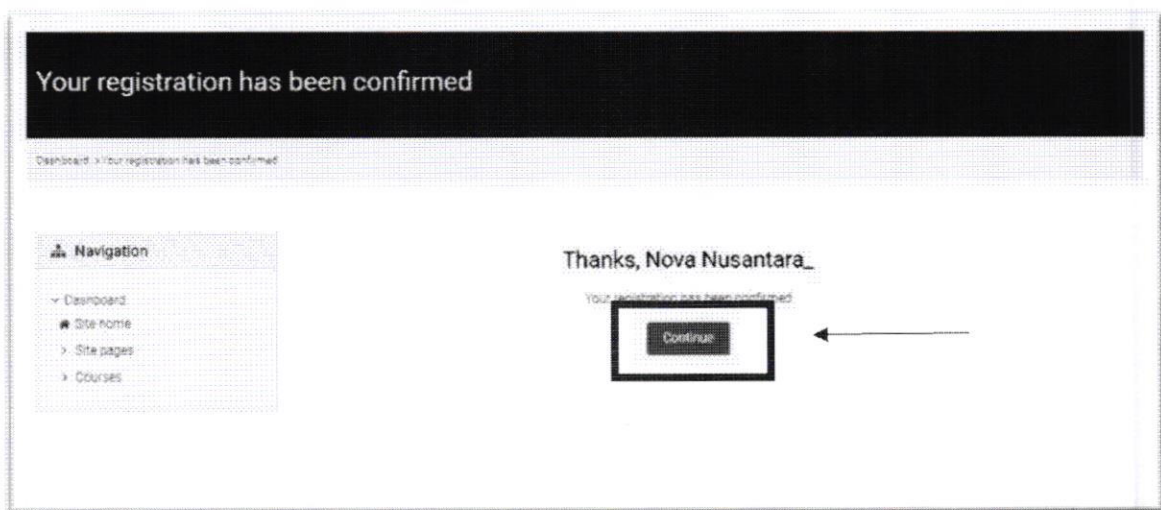




11. There will be a **registration link** in the email, then click the link.



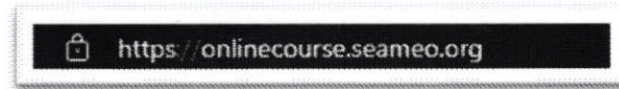
12. After that, you will be directed to *onlinecourse.seameo.org* page, and your account is **ready to use**. Click the continue button to start explore the website.



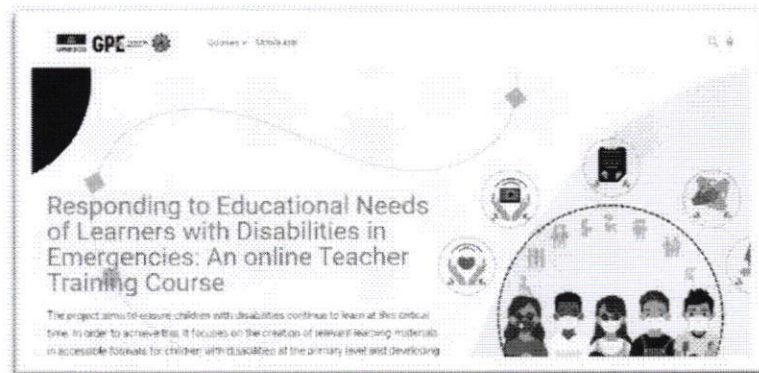
## II.

### How to Login

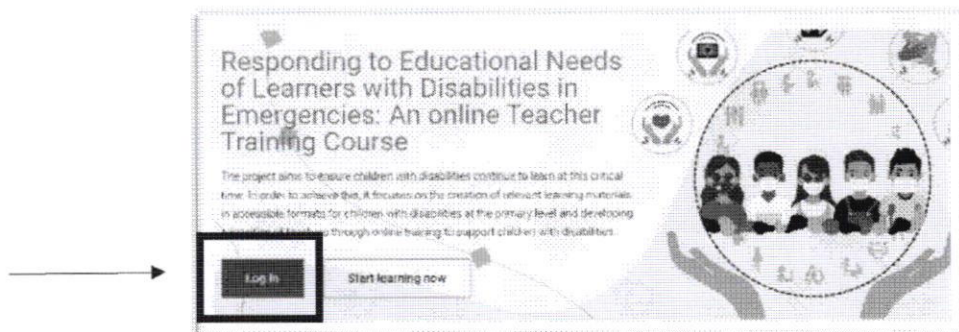
1. Access the website with address page: <https://onlinecourse.seameo.org>



2. Once you have successfully accessed the web, you will see the homepage like picture below.



3. Scroll down the homepage until you find the **"Login"** on red button, Click the button, and you will go to login site page.





4. Fill in the **username and password** in accordance with the username and password that you have previously registered, then click the "Login" button

SEAMEO

Is this your first time here?

For full access to this site, you first need to create an account.

Create new account

username / email

Password

Log in

[Forgot your username or password?](#)

Cookies must be enabled in your browser

Log in using your account on:

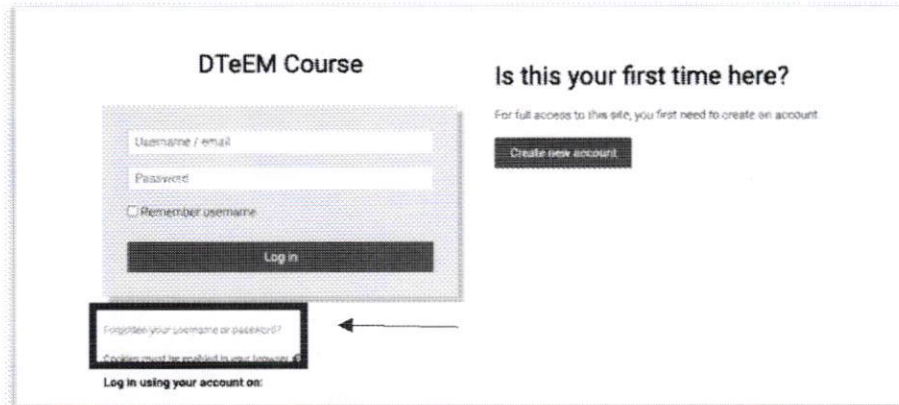
Google

5. Then you are **successfully login** to your account.

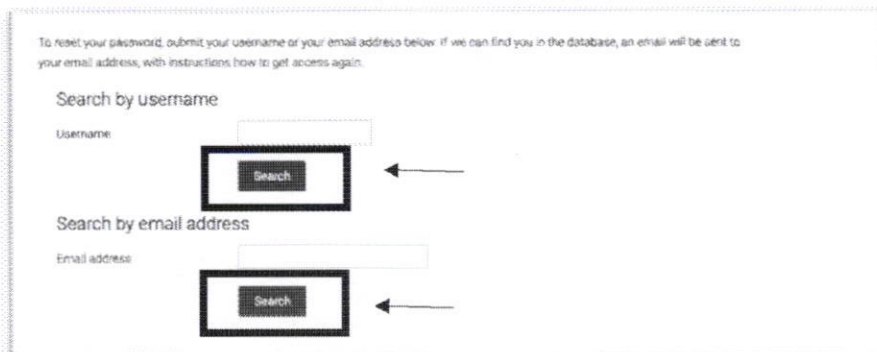
### III.

## How to Change Password Account

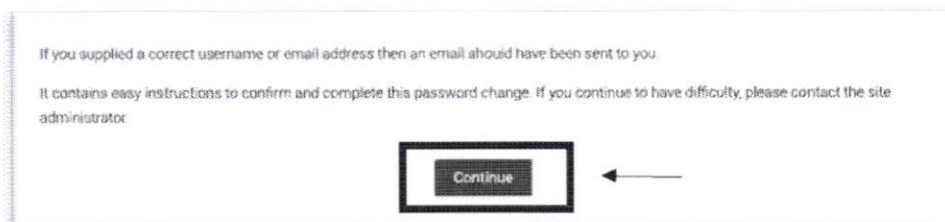
1. before you are login to your account, you need to click **"Forgotten your username or password"** button.



2. You need to **fill your username or your email** address that registered before (Choose 1 option only). after you're done with it, you can click the **"Search"** button.

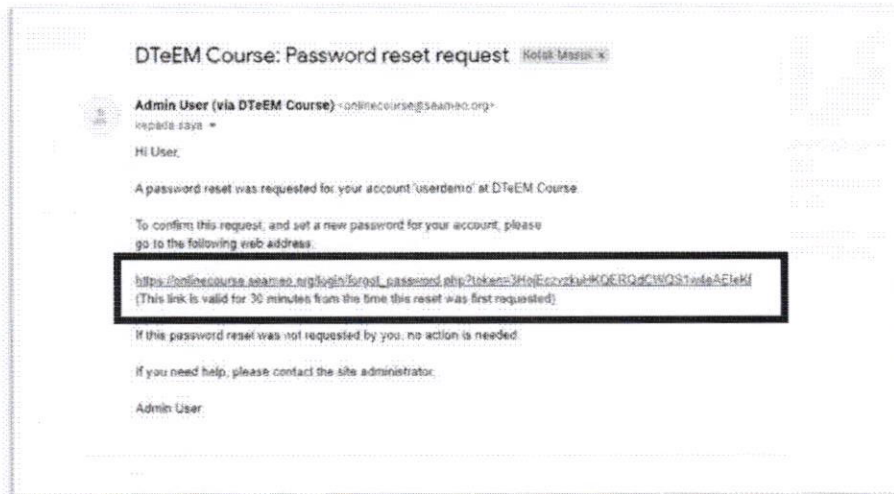


3. After that, you can click **"Continue"** button, and the password reset request **will be send to your email**





4. You can **check your inbox mail** and click on the link that has been given



5. After you click the link before, you will be directed to "Set Password" page, and you can **input your new password** then click the **"Save Changes"** button

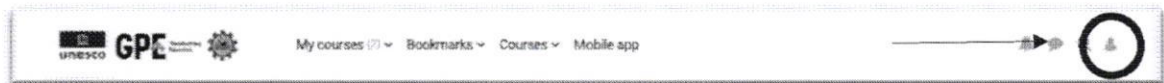
The page has a dark header with the text 'Forgotten password'. Below the header is a breadcrumb trail: 'Home > Log in > Forgotten password'. On the left is a 'Navigation' sidebar with links to 'Home', 'Site announcements', and 'Courses'. The main content area is titled 'Set password' and includes the instruction 'Please enter your new password below, then save changes.' It shows a 'Username' field with the value 'userdemo'. Below that is a note: 'The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as !, -, or #.' There are two 'New password' input fields. At the bottom, there are two buttons: 'Save changes' (highlighted with a black box) and 'Cancel'. A red arrow points to the 'Save changes' button. At the very bottom, it says 'There are required fields in this form marked \*'.

6. Then you are **successfully change your password account.**

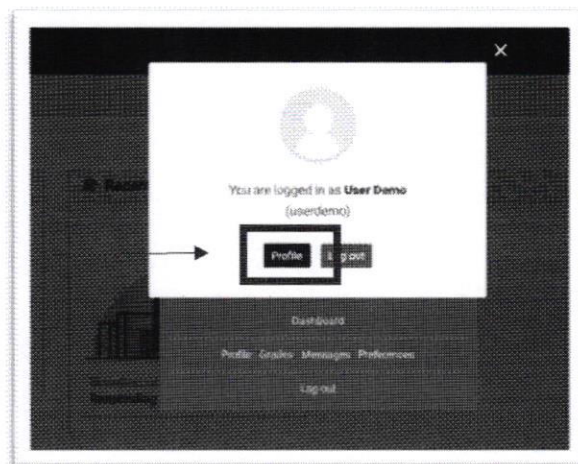
## IV.

### How to Change Profile Account

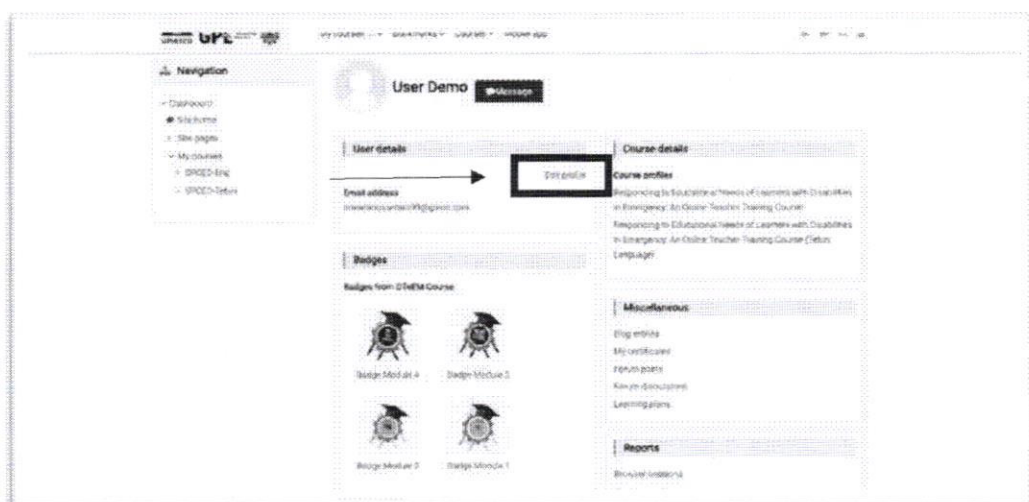
1. After successfully login to your account, on the top panel you can click the “user profile” icon.



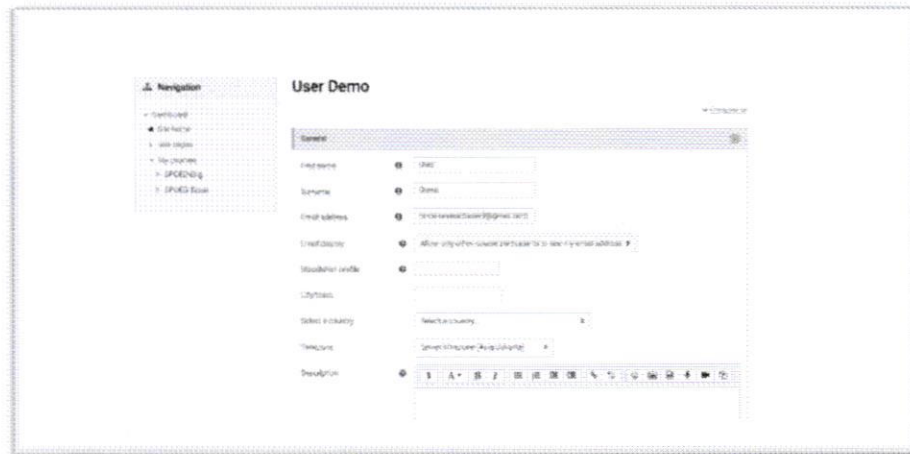
2. After that, the pop-up box will appear and you can click “Profile” button



3. Then you will enter the “User Profile” page, after that click on the “Edit Profile” clickable button

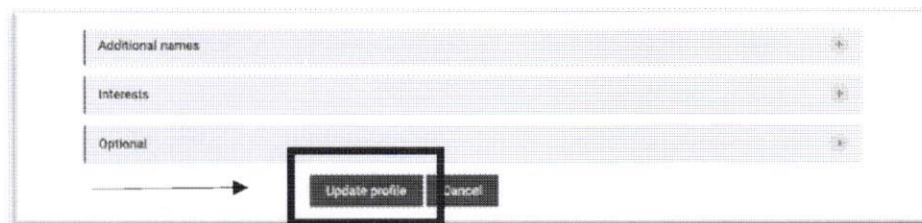


4. On **"User Profile"** setting, you can change your name, email, address, etc. But you can't change your password here.



The screenshot shows a web interface for editing a user profile. On the left is a 'Navigation' sidebar with links for 'Profile', 'My changes', 'SPENDING', and 'SPENDING'. The main area is titled 'User Demo' and contains a 'General' tab. The form fields include: 'First name' (text input), 'Surname' (text input), 'Email address' (text input), 'Email display' (checkbox), 'Work/other profile' (checkbox), 'City/Town' (text input), 'Select a country' (dropdown menu), 'Telephone' (text input), and 'Description' (rich text editor). A 'Save' button is located at the top right of the form.

5. After you're done change your profile info, you can click the **"Update Profile"** button to save it.



This screenshot shows the bottom section of the profile editing form. It includes three expandable sections: 'Additional names', 'Interests', and 'Optional'. Below these sections are two buttons: 'Update profile' and 'Cancel'. An arrow points from the 'Optional' section towards the 'Update profile' button.

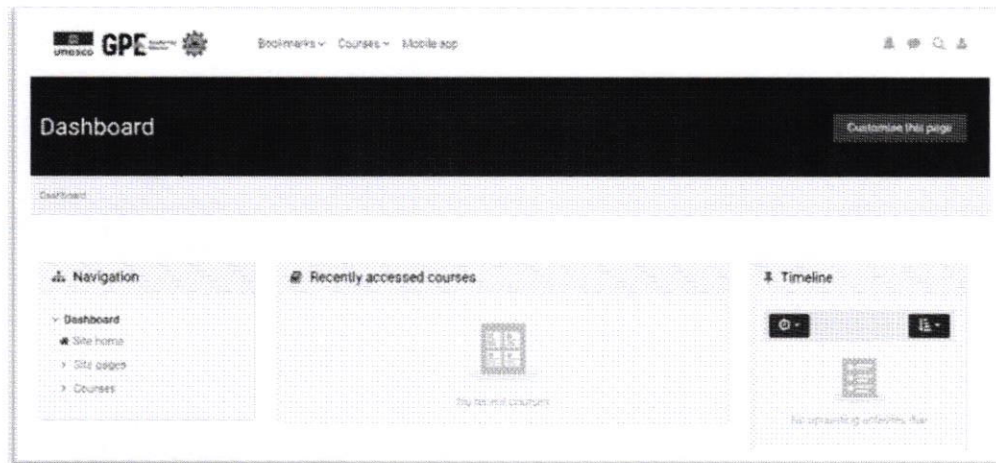
6. Then you are **successfully change your profile info.**



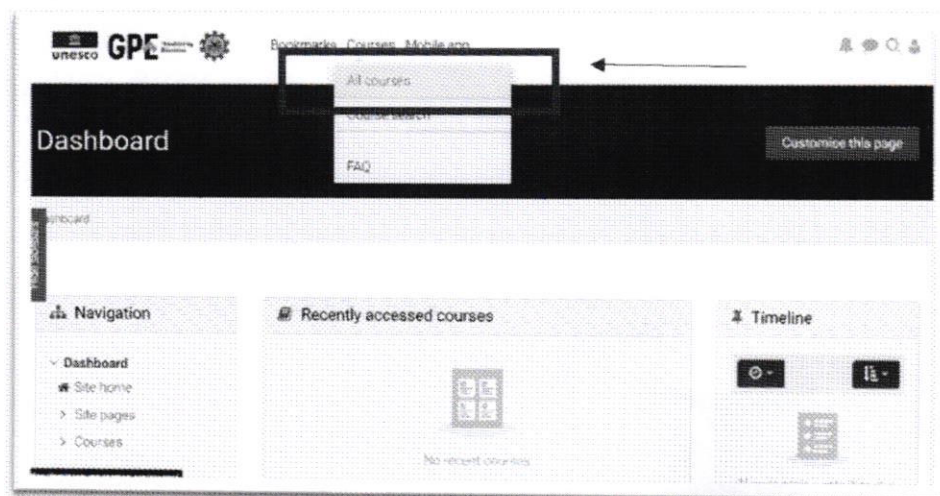
## V.

### How to Enrol Courses

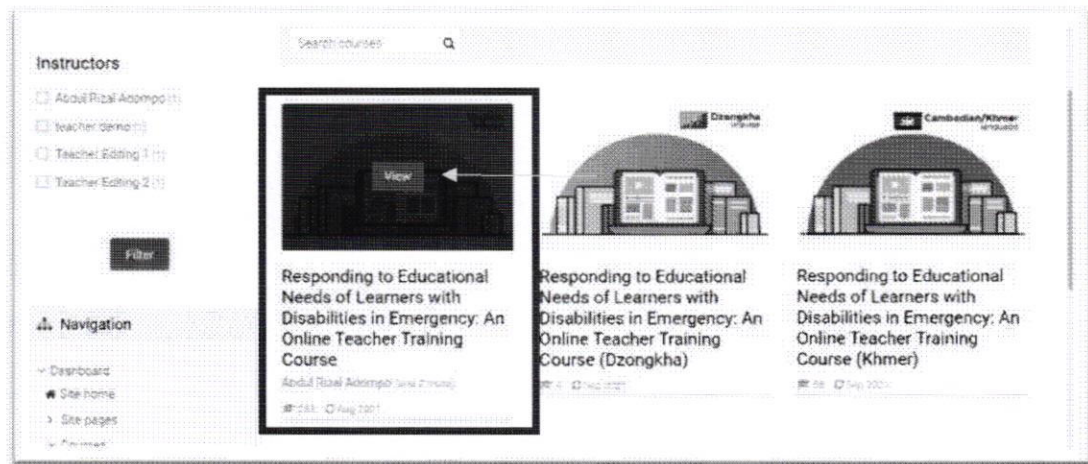
1. After you've finished logging into your account, you'll be **directed to the dashboard page**.



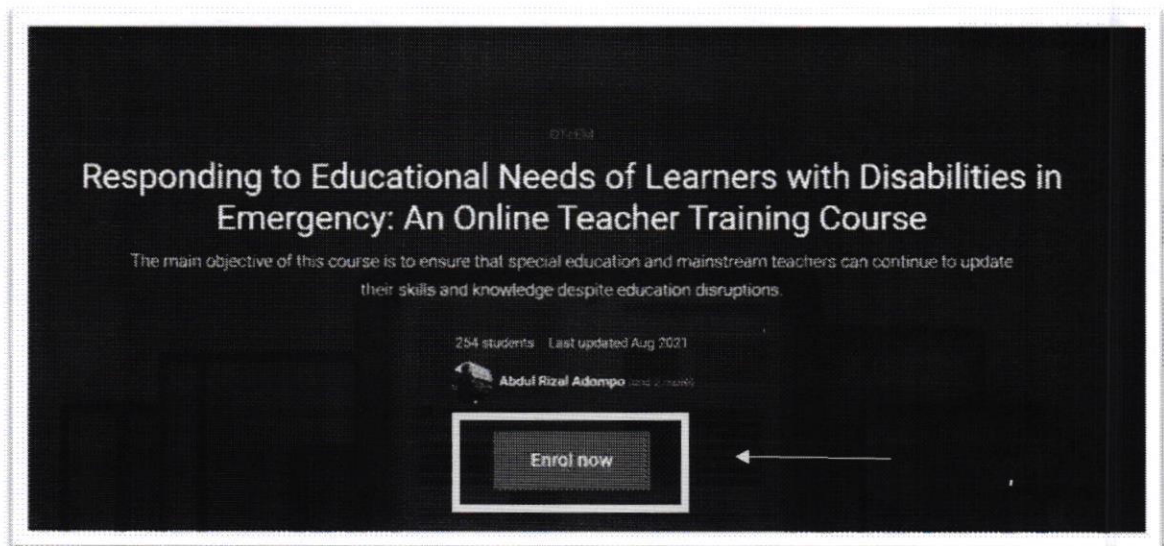
2. You can click the dropdown menu **"Courses"** in the top panel, a dropdown menu will automatically open and you can click **"All Course"** to access the course



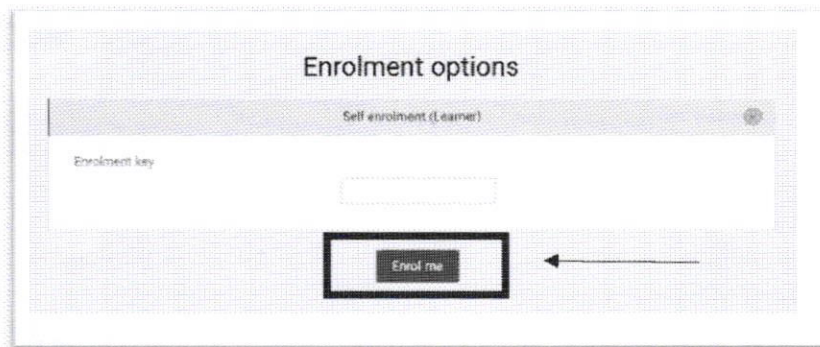
3. After that you will be directed to course page, There are 5 languages available in the course: English, Dzongkha, Khmer, and Tetum. You can choose the course by click on the module cover that you want. Button **“view”** will automatically appear, then you can click it.



4. Then will appear the new page contains course title, course description, number of students and instructors. You can **click the “Enrol Now”** button.

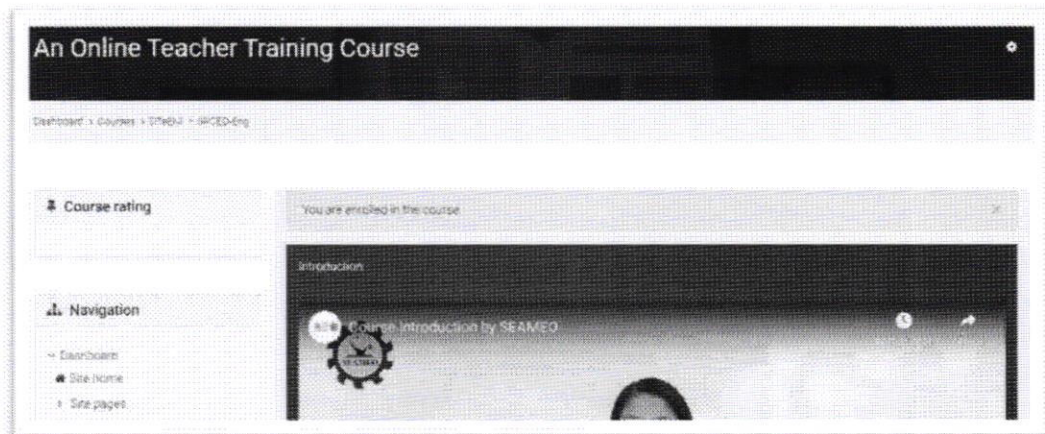


5. You will automatically directed into enrolment options, then **enter the courses code** provided by the coordinator, after that you can **click “Enrol Me”** button.



The screenshot shows a web interface titled "Enrolment options". Below the title is a sub-header "Self enrolment (Learner)". There is a text input field labeled "Enrolment key". Below the input field is a button labeled "Enrol me". A red rectangular box highlights the "Enrol me" button, and a red arrow points to it from the right.

6. Then you are **successfully Enrolment the course**





## VI.

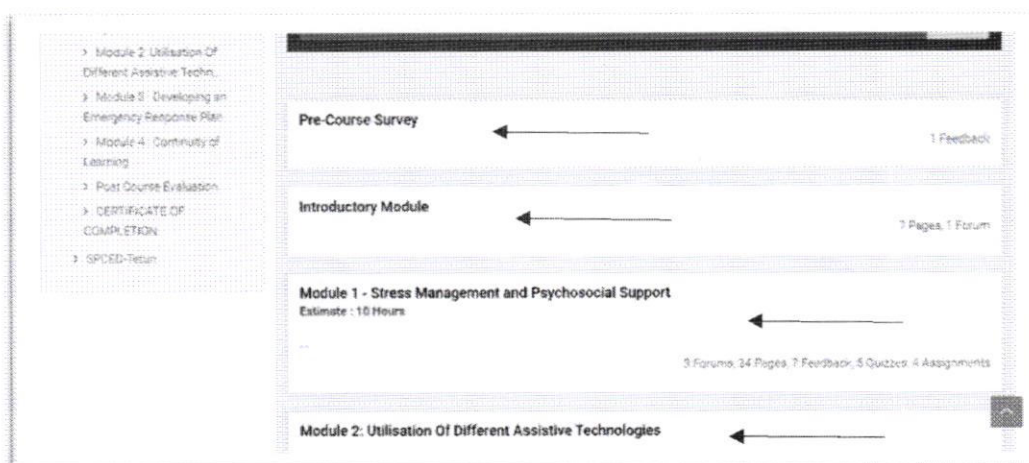
### How to Use Courses

#### A. Pre-Course Survey

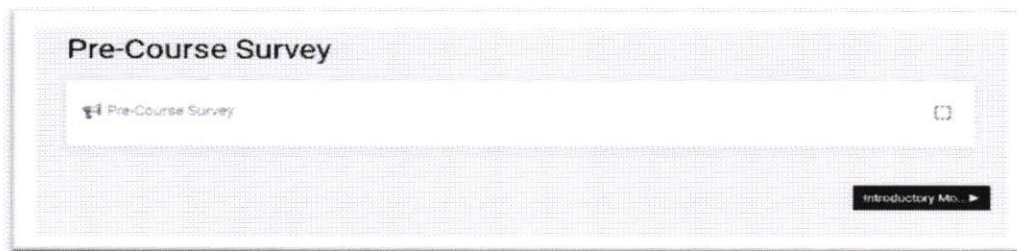
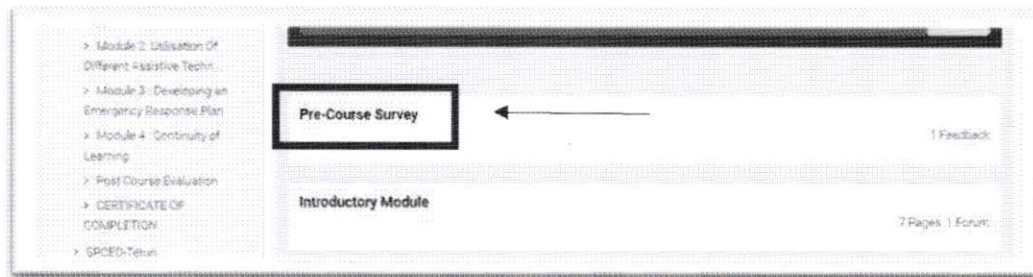
1. After successfully enrol the courses, you can access each module in courses



2. When you scroll down, you can see the title of each module and the amount of **how much module that you need to finish**. Before you can access all module of the course, you need to **read or finish every quiz in each of the module**. Start from the first section of module, till the last section.



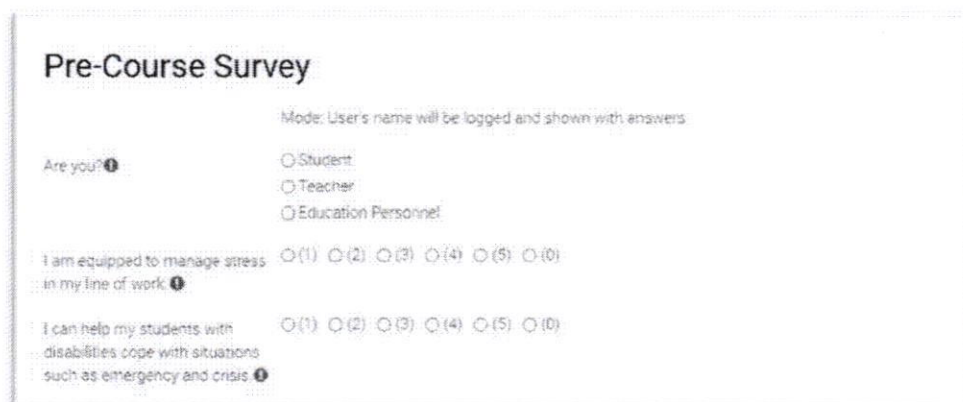
3. The first section is “**Pre-course survey**”. On this section, you need to **answer some question**. You can start the quiz by clicking on “Pre-Course Survey” clickable text



4. After that you will **see the instruction** about how to answer the question. If you’re ready to answer the question, then click the “Answer the questions” button.



5. In pre-course survey, there is **multiple choice quiz**. You can simply click on the answer that you want.



6. This is the example if you are **already choosing the answer**.

**Pre-Course Survey**

Mode: User's name will be logged and shown with answers.

Are you? <sup>1</sup>

☐ Student

☒ Teacher

☐ Education Personnel

I am equipped to manage stress in my line of work <sup>1</sup>

☒ (1) ☐ (2) ☐ (3) ☐ (4) ☐ (5) ☐ (6)

I can help my students with disabilities cope with situations such as emergency and crisis <sup>1</sup>

☐ (1) ☒ (2) ☐ (3) ☐ (4) ☐ (5) ☐ (6)

7. If you are **finish answer all the question**, you can click the **"Submit your answer"** button, then your answer will be submitted.

I am equipped to help learners with disabilities transition from school-based learning to remote learning and back to school again. <sup>1</sup>

☐ (1) ☐ (2) ☐ (3) ☒ (4) ☐ (5) ☐ (6)

There are required fields in this form marked <sup>1</sup>

→ **Submit your answers** **Cancel**

8. After that, you can **access the next module**. Simply by clicking the **"Continue"** button, or click the title on the left bottom.

Your answers have been saved. Thank you.

**Pre-Course Survey**

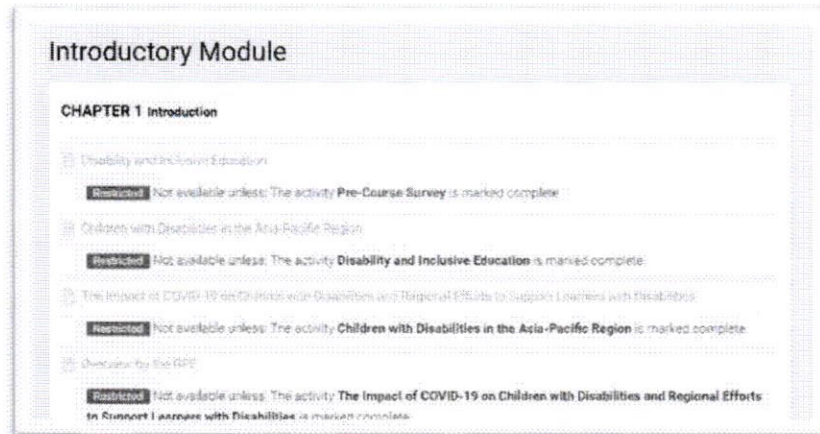
→ **Continue**

Jump to... → **Disability and Inclusive ...**

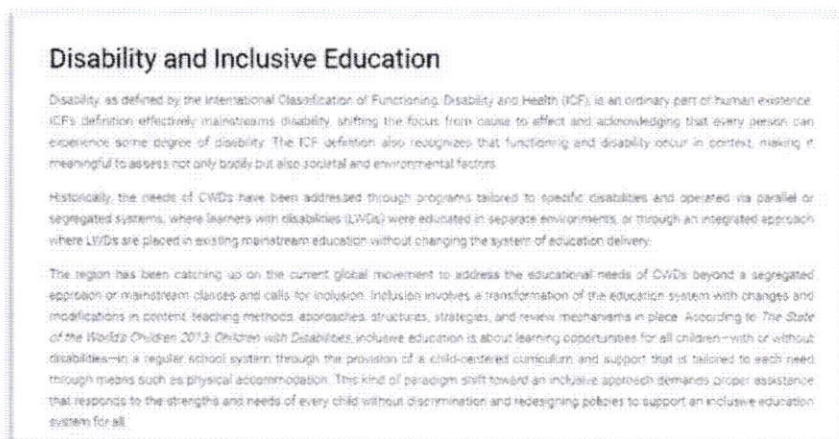


## B. Let's Read Section

1. If you have finished doing the pre-course survey, then you can access the intro module, the first module in each course.



2. This is the first material from introductory module, this the **reading section**. In this section, **you don't need to do other activities besides reading the material**

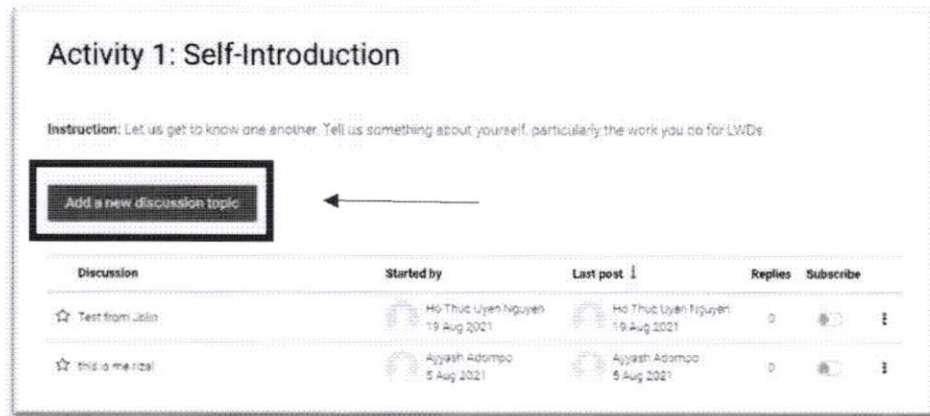


3. If you are finished reading all the material, you can continue to the next material simply by clicking the title on the right bottom.

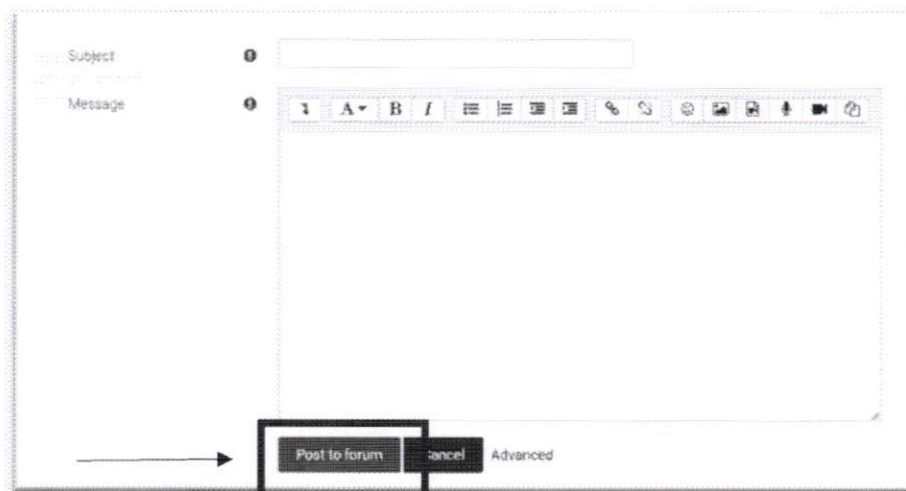


## C. Forum Discussion Section

1. On the final section of introductory module, there is a type of activity to **start a discussion**, named **"Forum Discussion Section"**. In this section, you can start or reply to a discussion that someone else made. You can click the **"Add a new discussion topic"** button if you want to start the discussion.



2. The box will automatically show up, this is a place where you can write your discussion. If you're done, you can simply click on **"Post to Forum"** button



3. You can see your discussion and the total amount of replies that you get from others.

Discussion	Started by	Last post	Replies	Subscribe
☆ test user demo	User Demo 22 Aug 2021	User Demo 22 Aug 2021	0	<input checked="" type="checkbox"/>

4. You can reply on someone's discussion by clicking the subject of their discussion

Discussion	Started by	Last post ↓	Replies	Subscribe
☆ test userdemo	User Demo 22 Aug 2021	User Demo 22 Aug 2021	0	<input checked="" type="checkbox"/>
☆ Test from Jolin ←	Ho Thuc Uyen Nguyen 19 Aug 2021	Ho Thuc Uyen Nguyen 19 Aug 2021	0	<input type="checkbox"/>
☆ this is me riza! ←	Ayyash Adompo 5 Aug 2021	Ayyash Adompo 5 Aug 2021	0	<input type="checkbox"/>

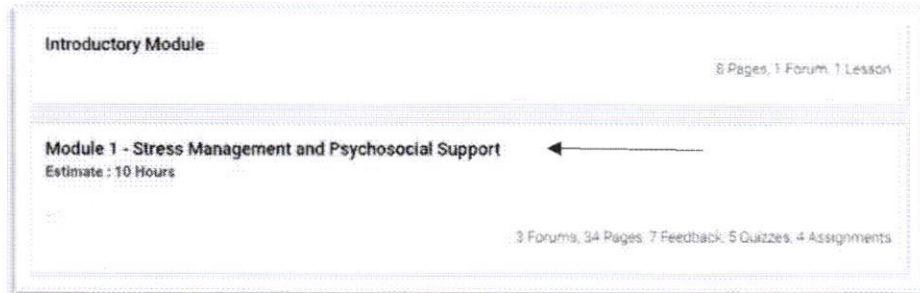
5. After clicking on someone else subject, you can click "Reply" button then you can start your discussion in the answer box. If you're done, you can click the **"Post to forum"** button to send your discussion to the forum.

The screenshot shows a forum interface for replying to a discussion. At the top, there's a breadcrumb trail: "this is me riza! > test userdemo". Below it, a dropdown menu is set to "Display replies in nested form". The main content area shows a discussion titled "Test from Jolin" by "Ho Thuc Uyen Nguyen" on "Thursday 19 August 2021, 4:54 PM". The discussion text is "Test discussion:". Below the discussion, there's a text input field with the placeholder "Write your reply...". At the bottom, there are two buttons: "Post to forum" and "Cancel". The "Post to forum" button is highlighted with a red box, and a red arrow points to it from the left. The word "Advanced" is visible on the right side of the form.

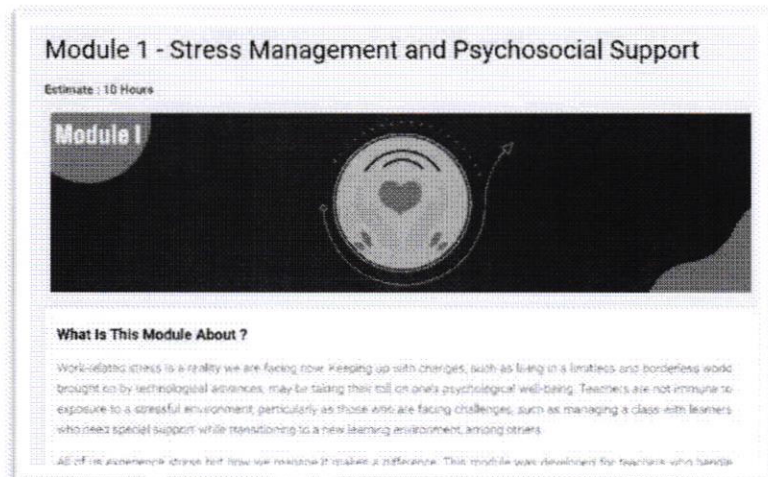


## D. Let's Watch Section

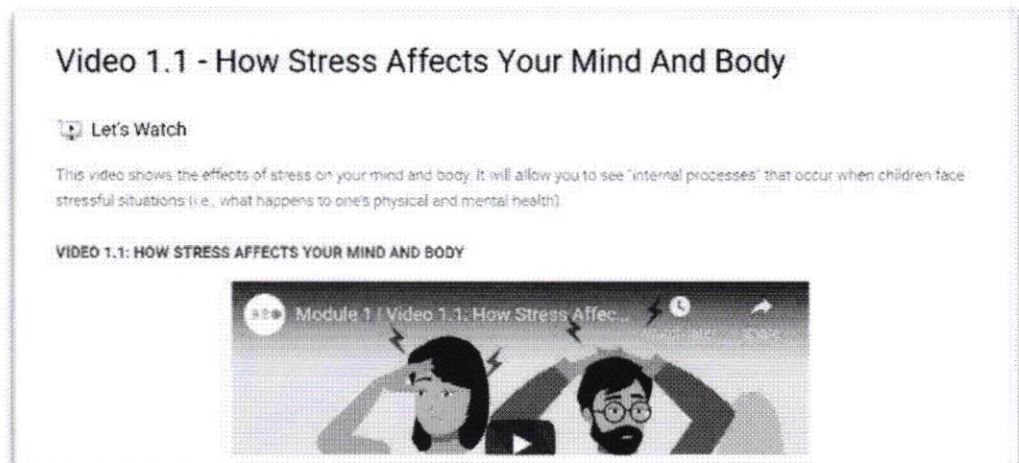
1. If you're finish the introductory module, then you can access module 1. You can click on the title of module 1



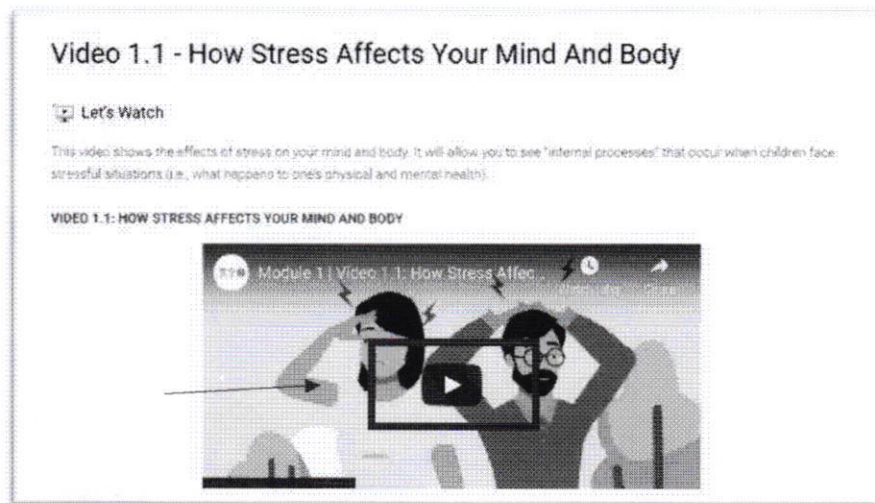
2. Before you access all of the material in the module, there will be a summary about the module.



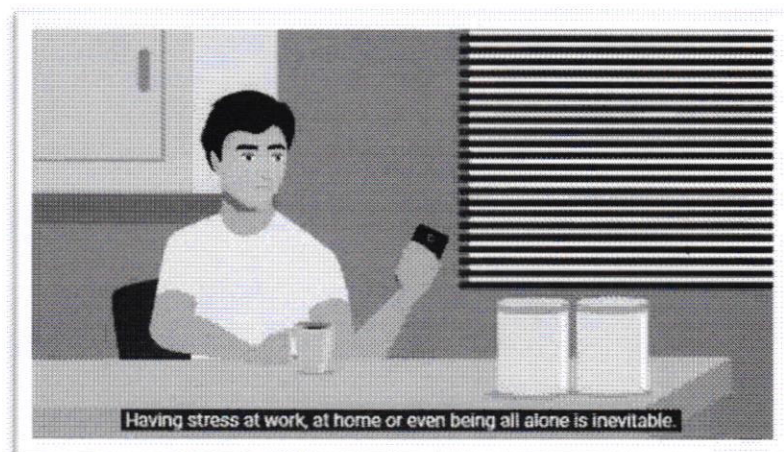
3. In every module, apart from "lets read section", there will always be "lets watch section". This section contains material that is packaged into a video, where you can directly watch the video in the section.




4. You can simply click the play button in the middle of the video, to start the video.



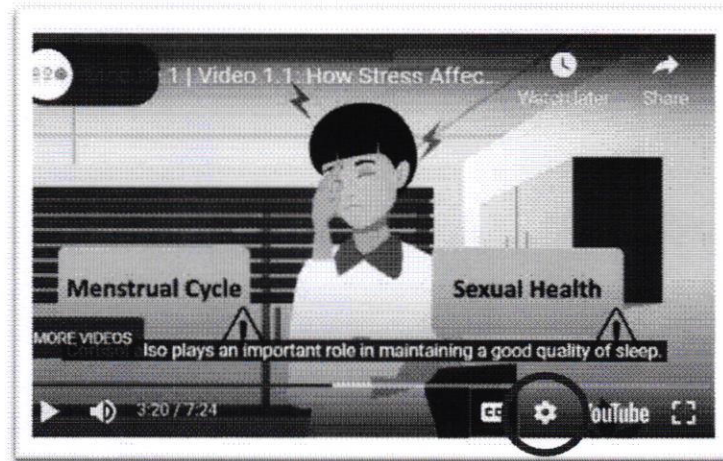
### 1. How to Change Subtitle in The Video



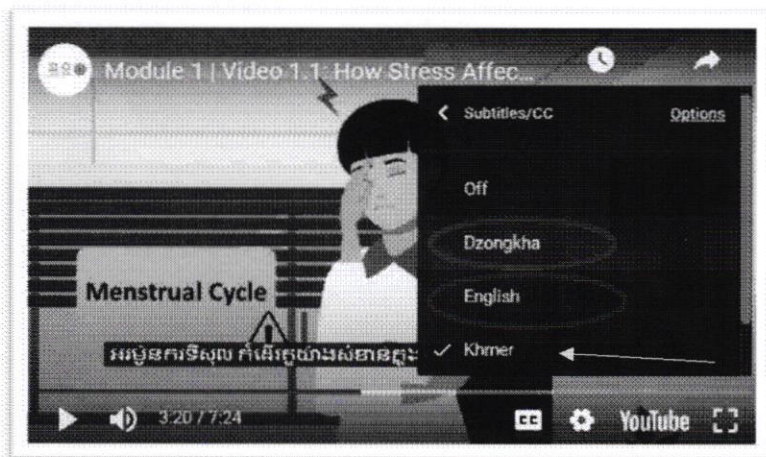
in Course, there is Videos tutorial that can be play by learner. As you can see at the picture above, the default subtitle set by English language. Participant can **change it to another languages**. There is 4 others languages (Dzongkha, Khmer, Laotian, and Tetum) subtitle available and can be change anytime by following these steps:

- a. Click on setting gear Icon  located on the right corner below as shown picture below





- b. Then choose the language in the list option by just click it. For examples in the picture below, Khmer lang is being used. You can simply click on the other language to change it.



**Hint:**

In some case, if the subtitle is not show up, click the "CC" icon.



5. If you're done watching the material, you can continue to the next section.



## E. Let's Try This

1. After the **"Let's watch"** section, you will meet the **"Let's try this"** section in module 1. This section contains activities that you must do, usually containing multiple choice questions, essays or practices. In module 1, you will meet this section with multiple choice questions.

How do I know if my stress level is too high?<sup>a</sup>

**Let's Try This**

Choose a rating that corresponds to your answer to each question. Base your response on how much each statement applied to you in the past week. Let the rating scale guide you.

- 0: Did not apply to me at all
- 1: Applied to me to some degree or some of the time
- 2: Applied to me to a considerable degree or a good part of the time
- 3: Applied to me very much or most of the time

<sup>a</sup> The questions were adapted from: Lovibond, P. F. and Lovibond, S. H. (1995). "The Structure of Negative Emotional States: Comparison of the Depression Anxiety Stress Scales (DASS) with the Beck Depression and Anxiety Inventories." *Behavior Research and Therapy*, 33:335-342.

**Answer the questions**

2. Before you answer the question, **instructions will be given first**. Then you can click the **"Answer the question"** button to start the quiz.

<sup>a</sup> The questions were adapted from: Lovibond, P. F. and Lovibond, S. H. (1995). "The Structure of Negative Emotional States: Comparison of the Depression Anxiety Stress Scales (DASS) with the Beck Depression and Anxiety Inventories." *Behavior Research and Therapy*, 33:335-342.

**Answer the questions**

3. Type of the question is same like what we already do in introductory module before, it is a multiple choices question. You can click on the answer that you want to choose. Then click the **"Submit your answer"** to finish it.

13. I was very irritable. <sup>1</sup> ☐ (0) ☒ (1) ☐ (2) ☐ (3)

14. I overreacted to situations. <sup>1</sup> ☐ (0) ☐ (1) ☐ (2) ☒ (3)

15. I found it hard to calm down after getting upset. <sup>1</sup> ☐ (0) ☐ (1) ☐ (2) ☒ (3)


16. I got nervous with what I was doing. <sup>1</sup> ☐ (0) ☐ (1) ☐ (2) ☒ (3)

There are required fields in this form marked <sup>1</sup>.

**Submit your answers** **Cancel**

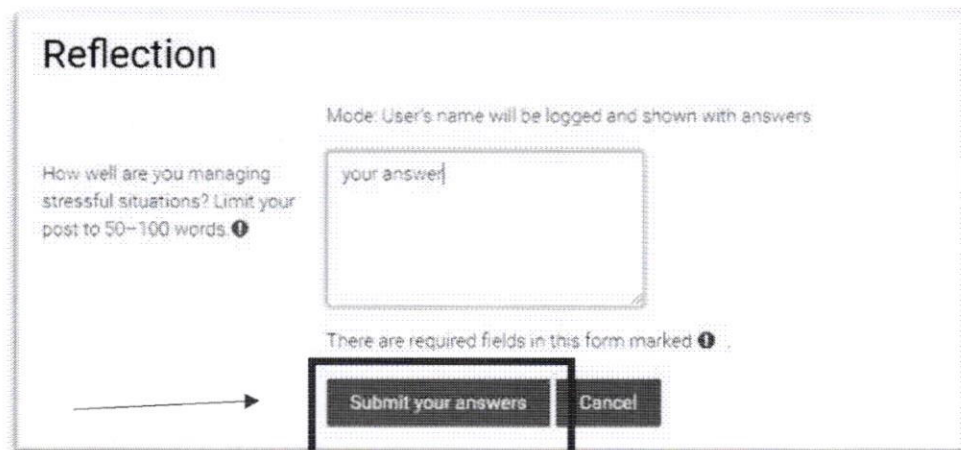
## F. Reflection Section

1. After doing an activity, you will enter into the **"Reflection Section"** where you will share your reflections based on the activities you have previously done. You can click the **"Answer the question"** button to start.



The screenshot shows a box titled "Reflection" with a question: "How well are you managing stressful situations? Limit your post to 50-100 words." Below the question is a button labeled "Answer the questions". An arrow points to this button from the right.

2. Then fill your reflection into the text box provided, then click **"Submit your answer"** to finish.



The screenshot shows the same "Reflection" box. The question is repeated. Below the question is a text input box containing the placeholder text "your answer". Below the input box is a message: "There are required fields in this form marked ⓘ". At the bottom of the box are two buttons: "Submit your answers" and "Cancel". An arrow points to the "Submit your answers" button from the left.

## G. Let's Check My Progress Section

1. In every last chapter of the module, there will be **"Let's Check My Progress Section"** that you need to finish if you want to continue to the next chapter or next module. You can simply click on the **"Attempt Quiz Now"** button before you start the quiz. There is also an instruction about how to answer the quiz.

### Quiz: Myths and Facts About Stress and Anxiety

**Instructions**

Read through each sentence on your own and decide if the statement is a Fact or a Myth. Review your answers by checking the 'Answer Key' and discuss your responses with your colleagues.

2. In the courses, you have to successfully **passed 80% of the quiz**. If not, you can't continue to the next chapter or module. But you can attempt the quiz more than one time so if you haven't scored 8 yet, then you can try quizzes again until it works.
3. After you understand the instructions, you can simply click on the **"Attempt Quiz Now"** to start the quiz. Before starting the quiz, you will also be notified **about the time limit** for doing the quiz.

Time limit: 25 mins

Attempt quiz now

4. Automatically a notification pop-up will appear that contains an **explanation of the time limit**, then you can click **"Start Attempt"** button to start the quiz.

### Start attempt

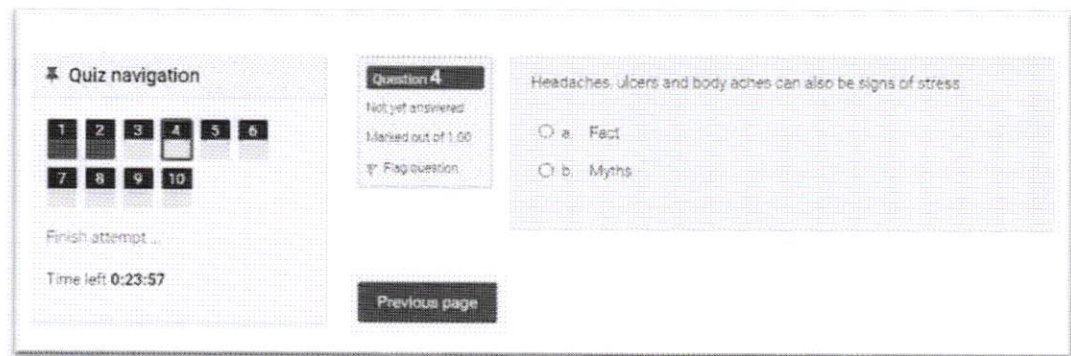
Time limit

Your attempt will have a time limit of 25 mins. When you start, the timer will begin to count down and cannot be paused. You must finish your attempt before it expires. Are you sure you wish to start now?

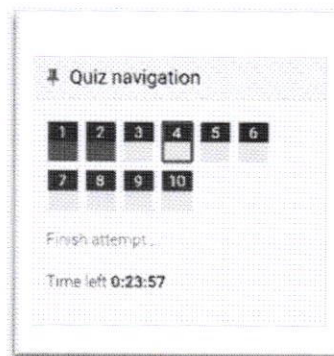
Start attempt Cancel



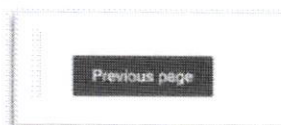
5. This is the interface when you're enter the quiz section. There will be **quiz navigation**, **previous page button** and the **question box**.



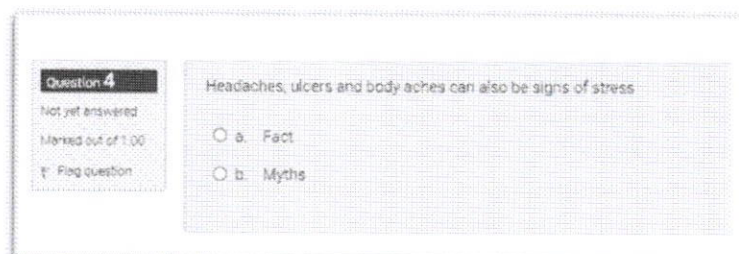
- a. **Quiz Navigation** is contain numbers of questions and signs when a particular quiz you have done. If the quiz has been done, then the colour will change to be older than the previous colour. In quiz navigation there is also time, which indicates the time limit.



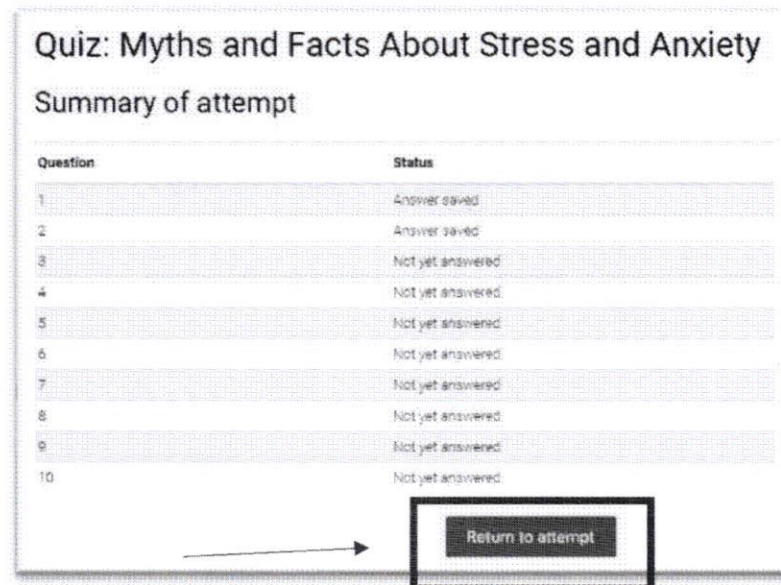
- b. **Previous Page Button** used if you want to change the question, next or maybe previous question, simply click on the button or you can click the number on the quiz navigation panel



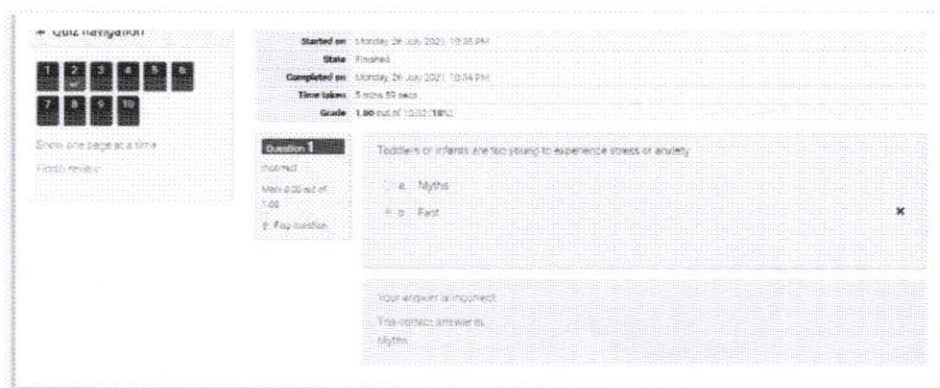
- c. **the question box** contain question and answer that you need to choose. There is also a notification of what number quiz you're working on, and how many quizzes you've been working on



- Before you finish the quiz, you will be informed about how many quizzes you have and have not answered. If there still a question that haven't answer yet, you must to return and attempt the quiz again, you can click the **"Return to Attempt"** button. If you're done answer all the question, you can click the submit button to submit all your answer.



- After you attempt the quiz, the corrective results will appear immediately and you will be notified which answers are right and wrong



- You will also can see grade from the quiz you have done before.

Summary of your previous attempts		
State	Grade / 10.00	Review
Finished Submitted Monday, 26 July 2021, 10:34 PM	1.00	Review

## H. Let's Think About It Section

1. You will meet the **"Let's Think About It"** section. This is section where user can apply online text or file submission to the activity. This is not a real-time question, so there will be no time limit to do the activity, But the date limit is still there. But the user still has to be on time to work on the activity before the activity ends.

**Think About Assistive Technology**

**Let's Think About This**

When you hear the term "assistive technology," what comes to your mind? Do you picture a magnifier, a pencil grip, a slanted board, a page turner, a hearing aid, a talking calculator, or a screen reader? If that is the case, then you have an idea of what assistive technologies are. However, do you have any idea how learners with disabilities can acquire assistive technologies? Think about the learners with disabilities in your class. What obstacles do you think they may face in using assistive technologies for learning?

**Answer the questions**

2. After you understand the instruction, you can click the **"Answer the question"** button.

However, do you have any idea how learners with disabilities can acquire assistive technologies? Think about the learners with disabilities in your class. What obstacles do you think they may face in using assistive technologies for learning?

**Answer the questions**

3. Then you can write your answer on the box provided. Its same as you do a **"Reflection"** section. If you are done, click on the **"Submit Your Answer"** button.

**Think About Assistive Technology**

Mode: User's name will be logged and shown with answers

Write your answer!


There are required fields in this form marked \*

**Submit your answers** **Cancel**



4. In “let’s think about it” section, there are types of activities that require you to upload files or write essays.

Please write/upload document your review results about the Lesson Plan for Circle of Friends here !

 Table - Review the Lesson Plan for Circle of Friends.doc 16 July 2021, 4:48 PM

### Submission status

Submission status	No attempt
Grading status	Not graded
Last modified	-

Submission comments

► Comments (0)

**Add submission**

You have not made a submission yet

5. You can click the “Add Submission” button to upload your submission.


Submission comments

► Comments (0)

**Add submission**

6. This is the example if the activity is online text. Then you can write your essay here.

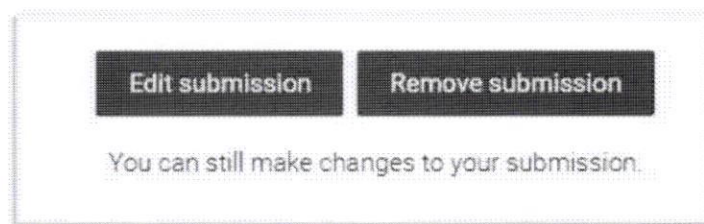
Online text



7. Besides answering it with essay, you can also upload your submission document by clicking on **"You can drag and drop files here to add them"** box, after that click **"Save Changes"** button to finish.

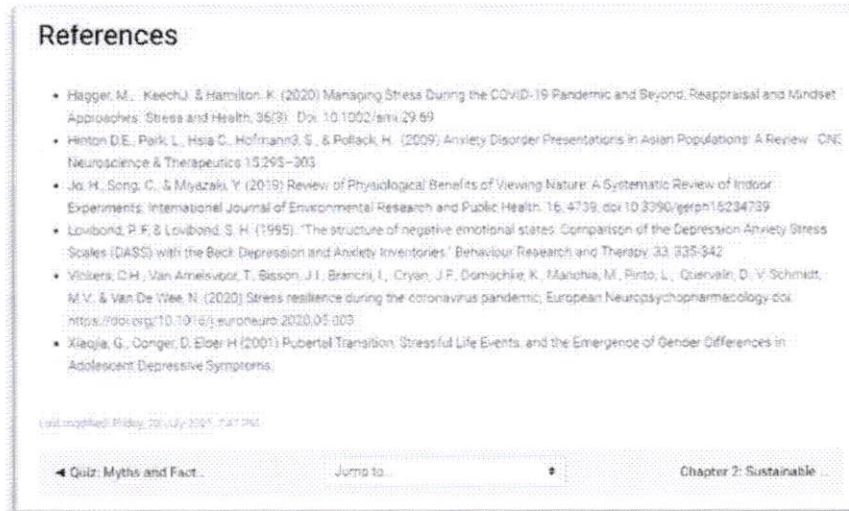


8. Before reaching the deadline of the task collection time, you can still edit the submission by clicking the **"Edit submission"** button or **"Remove submission"** to remove it.



## I. Reference Section

1. In the last module, you will meet the **“Reference”** section. Its same as **“Reading”** section, you don't need to do some activity.



2. If you are done reading it, you can continue to next module.




## VII.


### How to Get a Badge

1. Every module has its own badges, if the user is completing 4 modules then they will get 4 badges in the end of the course. Badges are achieved when you have completed all the sections in the module, including the "Let's read" "Let's Watch" and "Check my Progress" section or the final quiz in each module.
2. Type of Badges


### Type of Badges




1st badge will be unlocked if you fulfill following task on module 1. You need to pass 80% of final quiz to move on to the next module.



2nd badge will be unlocked if you fulfill following task on module 2. You need to pass 80% of final quiz to move on to the next module.



3rd badge will be unlocked if you fulfill following task on module 3. You need to pass 80% of final quiz to move on to the next module.

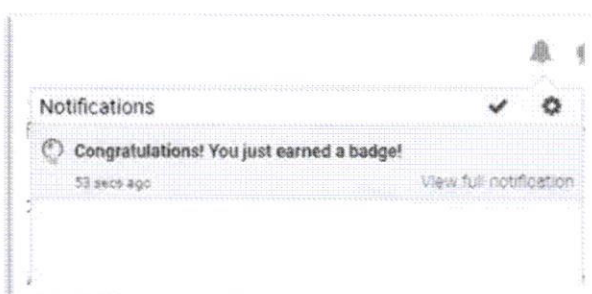


4th badge will be unlocked if you fulfill following task on module 4. You need to pass 80% of final quiz to move on to the next module.

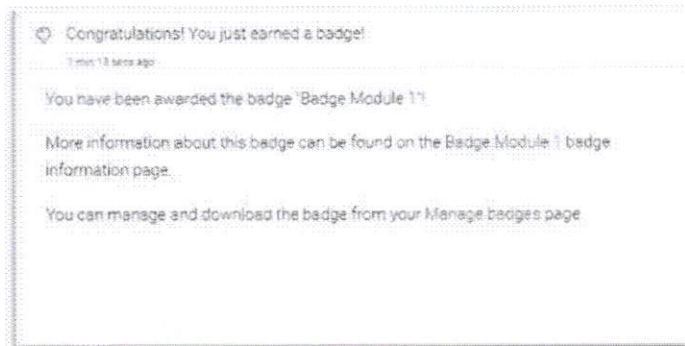
3. After you have successfully passed 80% of the final quiz on each module, you will get a notification in the notification bar at the top right bar



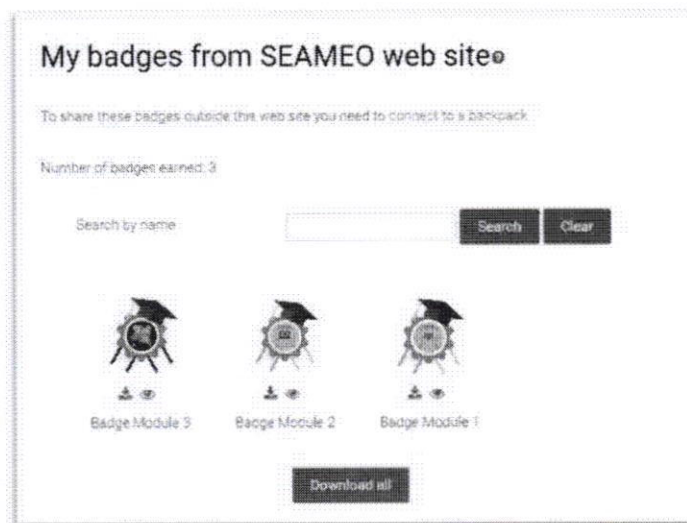
4. click on the bell icon / notification, then will appear a notification that you get a **badge** from a module that you finished.



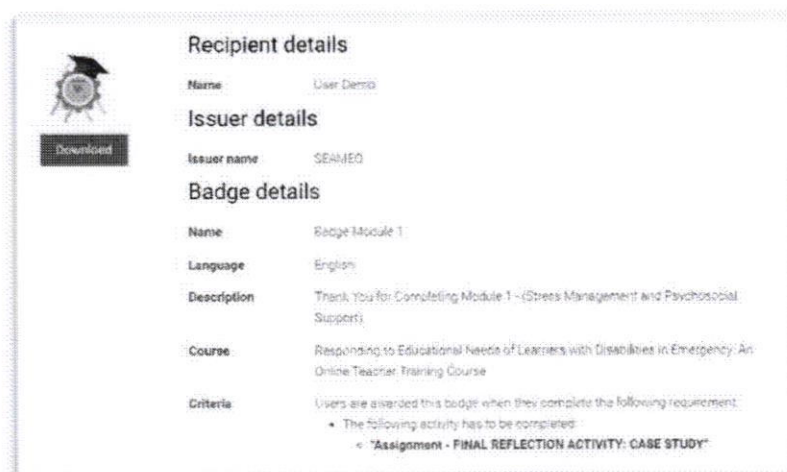
5. If you click on the notification, you'll get badges notifications from what module you've gotten. Besides there is a button to see how many badges you have earned, and a button to see badges details



6. Details page to find out how many badges you've earned.



7. Details page about your badge details.



## VIII.

### How to Get a Certificate

1. After you're finish with each module (Module 1, 2, 3, 4) and already has 4 badges. You can access the **"Post Course Evaluation"** section. Click on the title, then click "Answer the question" button

**Post Course Evaluation**

Post Course Evaluation

Dear Learners,

We are pleased that you have completed the modules. One final step is for you to participate in this evaluation. Your responses will be valuable for us to know how you find the online course and how we can improve the content and the online learning management system.

Please note that your inputs will be strictly used for evaluation purpose only and your responses will be treated with confidentiality.

Your SEAMES-UNESCO Project team

Module 4: Con. CERTIFICATE OF

2. There will be some question and you need to finish it **to access the certificate.**

**Section 1**  
**About Me**

Please fill in the information about yourself

Name  Required

Position

Organization/School

Email Address

Country

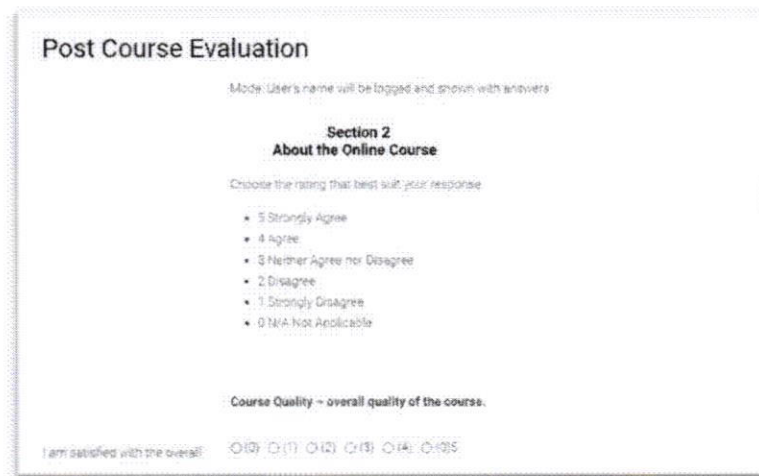
Sex

Age

Educational Attainment ☐ Pursuing College Degree  
☐ College Graduate  
☐ Masteral Degree Graduate

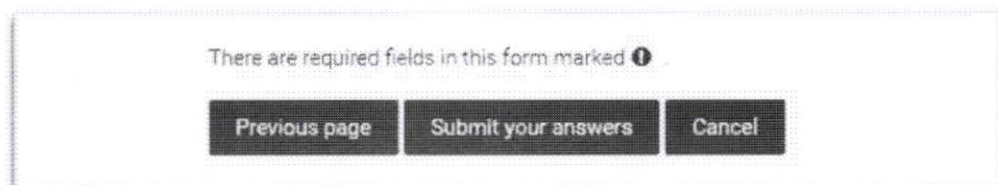


3. In the next section, there will be multiple choice question that you need to answer as well



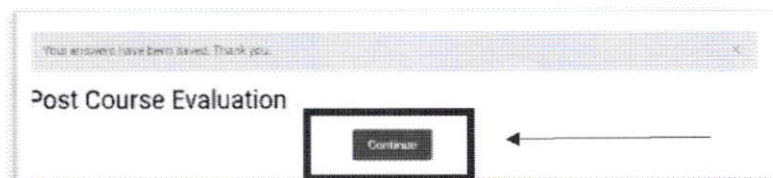
The image shows a 'Post Course Evaluation' form. At the top, it says 'Post Course Evaluation'. Below that, a note states 'Note: User's name will be logged and shown with answers'. The form is titled 'Section 2 About the Online Course'. It asks the user to 'Choose the rating that best suit your response'. There is a list of ratings: 5 Strongly Agree, 4 Agree, 3 Neither Agree nor Disagree, 2 Disagree, 1 Strongly Disagree, and 0 N/A Not Applicable. Below the list, it says 'Course Quality - overall quality of the course.' At the bottom, there is a row of radio buttons for ratings 0 through 5, with the text 'I am satisfied with the overall:' to the left.

4. If you're done with your answer, you can click the **"Submit your answer"** or If you feel there is an incorrect answer, you can click the **"Previous Page"** button to return to the previous section.



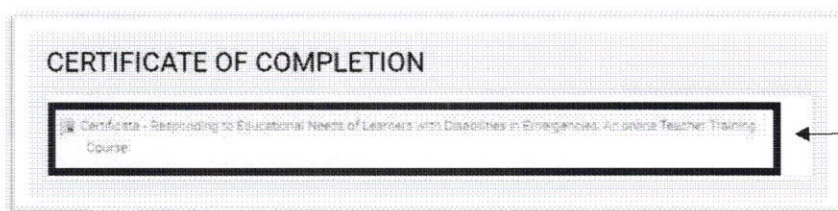
The image shows a form with a message at the top: 'There are required fields in this form marked !'. Below the message are three buttons: 'Previous page', 'Submit your answers', and 'Cancel'.

5. Then you can click the **"Continue"** button to get your certificate

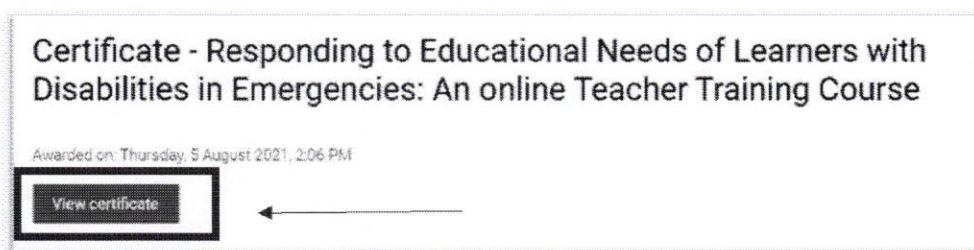


The image shows a 'Post Course Evaluation' form. At the top, there is a message box that says 'Your answers have been saved. Thank you.' Below the message, the form is titled 'Post Course Evaluation'. At the bottom, there is a button labeled 'Continue' with an arrow pointing to it from the right.

6. After you can access the certificate section, you can access your certificate by click on the clickable text.



7. Then you can click "View Certificate" button.



8. You will directly go to the certificate page and can directly download the certificate that is already shown up with your name on it.

