Table of contents

How do I access HARMREDUCTION.EU courses? ................................................................. 2
Course layout ....................................................................................................................... 5
Navigation bar .................................................................................................................. 5
Side blocks ........................................................................................................................ 5
Course content area .......................................................................................................... 5
The Quiz .................................................................................................................................. 6
Open questions .................................................................................................................. 9
Contacting us & further help ............................................................................................ 9
How do I access HARMREDUCTION.EU courses?

You can access HR.EU courses through a web browser (such as Chrome, Internet Explorer or Mozilla Firefox) on any internet-connected computer.

1. To access the courses, open a web browser window and type in the following web address: http://e.harmreduction.eu, or directly to the login page: http://e.harmreduction.eu/login

2. You should now see the HARMREDUCTION platform login page (as shown below):

3. On the left-hand side of the screen, you will see a login box. Log in using your username and password into the appropriate textboxes and then click on the “login” button. This is the same username and password you use to access your email.

4. If you are accessing the course for the first time, you should create a new account. Click “Create new account” button and fill out the form with your details (as shown below).

   Type your preferred username you will use to log in HARMREDUCTION.EU platform

   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).

   This email address will receive confirmation of registration on the platform, and later, during the course, all the information from the forums in the course. Put one you check often!
5. An email will be immediately sent to you. Read the message, and click on the link it contains. Your account will be confirmed and you will be logged in.

6. When you log in to the platform, select the course you want to participate. The page after logging into the platform will be as show below. Note that the list of courses at the center of the screen will disappeared in some views, when you are logged in: it will only show only courses that you are enrolled in. In such case, you can still access the full list of the available courses in the left-hand menu. So, as a next step – enrol into selected course(s).

7. Once you have selected to participate in at least one course, you can see a list of all courses which you are enrolled in. Click the name of the course you want to enter. Then the click you see page as shown below. On the menu left side you must click “Enroll me on this course”.

When you first log into the course you will need a press button “Enrol me on this course”.

This document as well as the harmreduction.eu website, was created within the joint action ‘677085 / HA-REACT,’ which has received funding from the European Union’s Health Programme (2014-2020).

See harmreduction.eu for more information and for free access to e-learning courses and additional info sheets.
Note! Harmreduction.eu courses are open access, but you need to be logged in to access online tests/quizes and answer open questions!

8. On the next page, you confirm that you want to enroll in this course.

You will need a press button “Enrol me”.
Course layout

To access a course in HR.EU e-learning platform, just click on the name of the course. This should take you to the home page of the course.

Each course in HR.EU e-learning platform contains similar items, but may look completely different depending on how your tutor has set up the course and what resources the course contains. The example below shows what a typical course looks like:

Condom Distribution Program in Prison

Navigation bar
Each HR.EU platform page has a horizontal navigation bar at the top. The navigation bar tells you where you are in the course and it allows you to return to the course page (if you click the short name for the course) at any time.

Side blocks
The e-learning platform has an additional column with blocks of information, on one side of the course contents area. You can find there some additional information related to your course, or assisting you with an easier navigation to different parts of the course.

Course content area
Consists of course sections. The first section usually has general information about the course. The remaining sections contain course resources (such as text documents, HTML pages, images, etc) and activities (such as open question, quizzes, etc).
The icon by the side of the resource title indicates what type of file it is. Click on the title (or the icon) of a resource and, depending on the file type, it will either open directly in the web browser, in a separate browser window, or you may be given the option to download the file directly to your computer.

The resources in a course can include:

<table>
<thead>
<tr>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>📘 A PDF Title</td>
<td>A PDF document will open in your Internet Browser (you may require the latest Adobe Acrobat reader plug-in)</td>
</tr>
<tr>
<td>🎫 A URL</td>
<td>Course materials may contain an external website.</td>
</tr>
</tbody>
</table>

Your tutor may include a number of activities in your course. The most common HARMREDUCTION e-learning platform activities include:

<table>
<thead>
<tr>
<th>Icon</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>📚 Open question</td>
<td>Once you answer the question, you move on to the next page, where you will be presented with reference answers, prepared by the lecturer. Your answer will also be saved, and will usually be graded by your tutor. Click on the open question name to view the instructions and begin the answer.</td>
</tr>
<tr>
<td>📚 Lesson</td>
<td>Learning material on the web page.</td>
</tr>
<tr>
<td>🎨 Quiz</td>
<td>On-line tests, which can consist of True/False questions, which are graded automatically.</td>
</tr>
</tbody>
</table>

**The Quiz**

Click on the quiz name to view the introduction and instructions. The example below provides an introduction to the quiz and tells you there are 3 attempts allowed, and grading method “grade average” means that the average score from all attempts is the final result.
During the quiz your answers are saved automatically every time you go to a new page. You can change your answers at any time until you submit your quiz, on the final page of the quiz.
How to finish a quiz?

When you finish, you will have a chance to review your quiz answers. Click „Finish attempt” to view the review page."

The Quiz navigation block is updated as you work through the quiz. Any questions that you flag will be marked with a red mark, any answered questions are shaded in grey and unanswered questions in white.

After the test has been finished, a feedback page appears (see below):

Click Submit all and finish to confirm you want to submit your quiz.

If you want to go back to quiz click the “Return to attempt” button
Open questions
At the end of each chapter you will usually see open questions. Your task is to provide answers, according to the instructions displayed. You will see a text area, where you can type your answer. If you do not enter anything at all, the system will not allow you to finish the chapter.
A suggested answer from your tutors will become available after you have completed your answer.

After clicking the “Submit” button, you will see an alternative version of an answer to the same question – a version prepared in advance by the course tutors. At the same time, your own answer is stored by the e-learning platform and accessible for tutors’ review.

Logout
If you want to finish your work with the HR.EU e-learning platform, click the Logout button in the top right corner.

Contacting us & further help
There are many ways you can contact us, both inside and outside of the Moodle platform. We look forward to hearing from you, and we’ll do our best to respond quickly. If you have any questions, please write to: info@harmreduction.eu