Welcome to Coursera!

Congratulations on joining the University of Warwick’s Coursera learning program! This guide is written to help you navigate the Coursera platform and start learning.

What is Coursera?

Coursera is the world’s leading online learning platform with over 80 million learners. You can learn anything from Presentation Skills through to advanced Data Science courses.

Why learn on Coursera?

✓ Learn new skills to help you alongside your studies at Warwick
✓ Learn to prepare for your dream job.
✓ Become better informed on a variety of topics.
✓ Access content from 150+ universities & 50+ industry partners.
✓ Be part of a community of over 80+ million global learners.
Joining the University of Warwick’s Learning program on Coursera
Joining Warwick’s Learning Program

There is one way to join Warwick’s Learning Program on Coursera and this is done by:

- Clicking through the unique **Program URL (you will have received this)** and signing into Coursera using your official Warwick email address ending .warwick.ac.uk or .wbs.ac.uk

If you didn’t receive it, please email coursera@warwick.ac.uk

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Note: Please note that this is different from visiting coursera.org and signing up as a new user. Doing so will mean that you are using Coursera’s consumer site and not Warwick’s learning program, and hence you will not be able to enjoy the enterprise benefits.
Joining Warwick’s Learning Program

Once you click on the unique program URL that you will have received, you will be directed to your faculty’s learning program.

In order to join, you need to first log in to the Coursera platform.

To do so, click on “Join for Free” or the “Log In” button in the top right corner.

Note: Please note that if you are already logged into Coursera with the same email address on which you have been invited for this program, you will directly see “Join Program” button.
Create your account

Once you click on “Join for Free”, you’ll be directed to Welcome to Coursera page where you will have 2 options for account setup:

A) If you **don’t have** an existing Coursera account, select “I’m a new Coursera user”

B) If you **do have** an existing Coursera account (either using your Warwick email previously or a different personal email), select “I’m an existing Coursera user”. This is critical to keeping all of your past/future accomplishments and progress in one place.

Note - Please note that if you have accessed the program link before you will not see the “Welcome to Coursera” page - you will directly see the pop up to login with your account or sign up for a new account to access the learning program.
Create your account

A. If you select - “I am an existing Coursera user”, you will land on the first screen where you will be asked to enter your existing set of username and password. Once done, your existing account will be linked to your new email.

B. If you select - “I am a new Coursera user”, you will land on the second screen where you will be asked to create a password for your new account.
Begin learning by enrolling in your first course

Once you have created your account, you will land on the learning program page where you will see two tabs -

1. My Courses - Once you have enrolled in your first course, they will start appearing here
2. Browse Catalog - Here you will be able to see recommended courses selected by academics in your Faculty

Note: Refer to the next section to understand how you can enroll in your first course and begin learning in detail
Enrolling in a Course
Choose your course

After you create a new Coursera account or log in with an existing Coursera account, you'll be taken to the program home page.

Click on the Catalog tab to browse the courses selected for your program. Once you have chosen a course that interests you, click on the course tile to access the course details.

You can only choose 1 course but you also enrol on an unlimited number of Guided Projects - you can change your mind within 14 days of enrolling!
Enroll in course

The course description page has detailed information to help your enrollment decision.

The description includes:
✓ Skills that you will gain
✓ Level
✓ Workload
✓ Rating
✓ Detailed syllabus

If you decide to enroll, click on the “Enroll for free” button – it will then change to “Go To Course”. Once you enter the course, you can start watching videos and taking quizzes immediately.

Note: While most courses are on-demand and learner can start learning immediately, there are a few courses that have a specific start date. While you can enroll in these courses at any time, you will have to wait for the session to begin learning.
Starting a Course
Go to your course

After you enroll in a course, it will show under the My Courses tab on your program home page. Click on Resume or Preview on the right to enter the course.

You can also get to your course under the Catalog tab on your program page. Navigate to the class tile, click into it, and then click on Go to Course.
Access course materials

When you enroll in a course, you will be taken to the Course Page. The course will be broken down by weeks in the left navigation bar, and links to assignments, videos, and readings will appear in the right fields.

Click on Start to access the first module in the course.

Click on Resume to return to a course to start where you last left off.
View your course progress

Every course page has a timeline to help you easily see how you are progressing through a course. You can see what you have completed, and what you need to do next.

The Resume button takes you back to where you last left off—even if it was in the middle of a watching a video.
Resetting Deadlines

Reset Deadlines: Start/due dates are suggested to keep you on track—you can reset if things get busy (you will be prompted to do so).

You can do so by clicking on the Reset Deadlines option either from:
1) In-course page
2) Program home page

3) Unenroll from a course: This option is available only within 14 days of enrollment. Please unenroll within this window if you don’t plan to continue with the course, especially if you have enrollment limits.
Keep track of your grades and completed assignments

On the Grades tab, you can:

✓ View all the quizzes and assignments in the course.
✓ See which assignments are due or overdue
✓ See all your graded quizzes, and completed assignments.
✓ Retake quizzes and assignments from this page if you need to improve a score or if you did not pass the first time.
Discussion forums for your course

You’ll have the opportunity to exchange feedback on assignments and discuss ideas in your course discussion forums as you work together to master new concepts and best practices.

Discussion forums are accessed through the left-hand menu on your course page. These are available for most courses.
Connect beyond your course in the Coursera Community

Visit www.coursera.community while logged in to your Coursera account. Click on Login at top right to get started.

In the Community, you can:

✓ Dive deeper into topics of interest
✓ Ask and answer questions
✓ Meet other people using Coursera to improve personally and professionally
✓ Get and share study tips
✓ Attend online events
Finding video segments with Coursera’s interactive & searchable transcript

The full transcript of each video can be clicked and jump to the corresponding point in the video. Search the transcript if you’re looking for a particular lesson concept.
Graded quizzes to help reinforce concepts

Quizzes include multiple question types from the instructor to test learners through the course.

You can retake quizzes and assignments if you need to improve a score or if you did not pass the first time.
Mobile App

Download the Coursera mobile app to learn on the go!

Ease of use

95% of the 4000+ courses on Coursera can be taken from beginning to end on your mobile phone, laptop, or tablet.

Unparalleled accessibility

Coursera is available anywhere at any time. Courses are available offline, over 35 languages subtitled, with availability across Android and iOS.

Intuitive classroom experience

Coursera keeps lectures and lessons short, so learners can make meaningful progress in just a few minutes a day.
Accessing a Guided Project
Choose your Guided Project

Guided Projects allow Learners to use a pre-configured cloud desktop that is accessible from their web browser to learn a new tool by completing instructor-led tasks.

You can find all the projects by typing in “Rhyme” in the search bar. Once you have chosen a project that interests you, click on the project tile to access the details and click on the “Enroll” button for access.

Note: Guided Projects need to be accessed via a desktop or a laptop.
Access Guided Projects

When you enroll in a guided project, you will be taken to the Course Page. The course will consist of modules in the left navigation bar – look for External Tool assignment to access the project exercise.

Click on “Open Tool” to access the guided project interface.

Other lessons in the module such as reading material help you gain a better understanding of the Project.

To obtain a certificate for the completed guided project, come back to the course page after finishing the project and pass the quiz.
Guided Projects*

New course type that offers learners short-form, hands-on learning

**Hands-on learning**
Learners instantly go hands-on with virtual cloud desktop

**Instructor-led**
Easily follow along with visuals from instructor in a convenient split screen interface
Sharing your accomplishments
Access and share certificates of completion

You can access your certificates of completion under the **Accomplishments** option from the dropdown in top-right corner, displaying your name.

Once here, you will be able to view and download the certificate, as well as share it directly on LinkedIn.
Coursera credentials are the second most popular credential on LinkedIn. When you complete a course, you have the option to upload your certificate to LinkedIn where it will appear in your profile.

You can tag your accomplishment #Warwicklearning
Getting help
Learner Support

You are supported 24 hours, 7 days a week by our support team through chat and email.

We provide support through our Learner Help Center. This is a great place to learn about how Coursera works and get answers to your specific questions & issues.

You can access the Help Center from:

1) Top menu of your Coursera account
2) Bottom of the Program Home page and in-course pages
Learner Support

Once you enter the Help Center, take these steps to access support:

1. Click “Log In”
2. Find answers by browsing Help Topics or using the search bar
3. Check out the Enterprise Help Section
4. If you need further assistance, use the chat window on the bottom right of the page

Note: For questions about specific course content or help with assignments, please visit the 5) Discussion Forum (accessible from the Course) and review existing posts by your peers / make a new post.
Have fun learning!