



Your new
Student Portal



Student Learning Portal Guide

This user guide is for those that have received an email welcoming you to our Student Learning Portal. If you are a new student, please view the 'New Student User Guide',

Pages	Title
3	Registering Interest for Courses
4 - 7	Registering via our Student Learning Portal
8 - 12	JRC Student Portal <ul style="list-style-type: none">- My Courses- My Details



All of our course details will still be available on our website:

www.recovery.je/courses

You can view

- Course title
- Course summary
- Course dates
- Course times

There are two ways in which you can register for a course:

1. Via the website (see New Student Registration Guide or Existing Student Registration Guide)
2. Login using the Student Learning Portal

This user guide will show you the Student Learning Portal

If you need any assistance, please contact us.

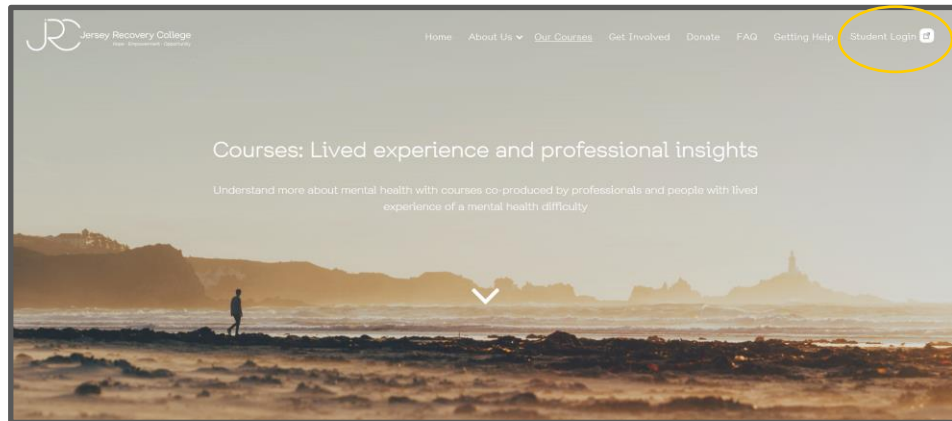


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Registering via our Student Learning Portal

Registering via our Student Learning Portal



Student Login 

Step 1

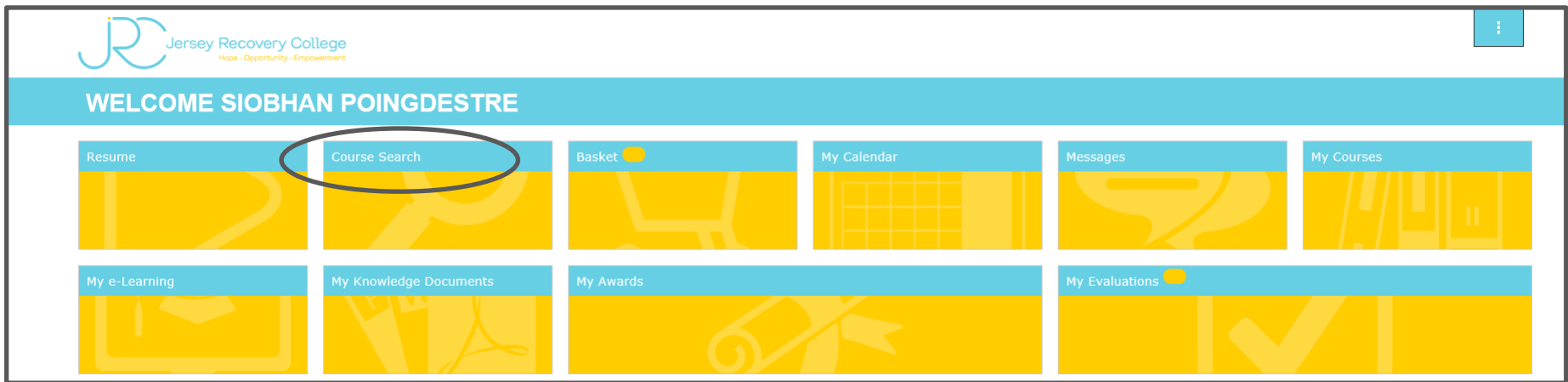
Go to : www.recovery.je and click on 'Student Login'

Step 2

Using your email address and the password sent to you in an email and click 'login'

A screenshot of the login page. The page has a teal header with the word 'Login'. Below the header, there is a section titled 'Login details' with the instruction 'Please enter your login details below'. There are two input fields: 'Username/Email Address' and 'Password'. Below the input fields, there is a link that says 'Forgotten your username or password?'. At the bottom of the form, there are two buttons: 'Login' and 'Register'.

Step 3 Click on 'Course Search'




Step 4 Click 'Show All'. This will show you all of our available courses.

The screenshot shows the 'Course search' form. It has a blue header and a light blue background. The form includes search criteria: 'Course Title/Keyword' (text input), 'Type of course' (dropdown menu with 'Any' selected), 'Town' (dropdown menu with 'Any' selected), 'Category' (dropdown menu with 'Any' selected), and 'Max Distance (miles)' (text input). There are two checkboxes: 'Only show courses where I have completed the preferred awards' and 'Show courses with no dates'. Below this is a 'Date Range' section with 'From' (text input with '2018-12-07') and 'To' (text input). At the bottom are two blue buttons: 'Search' and 'Show All', with the 'Show All' button circled in black.

Step 5 You can click on the green arrow to show date, time and venue of the course. Click on 'Book' to register your interest.

Click on the course title to show the summary.

Search results	Course	Type	Action
	Exploring Self Compassion	Class	

Date	Venue	Distance	Status	Cost	Action
19/03/2019 14:00 - 17:00	Kensington Chambers		Available	£0.00 (PC)	

Summary

Self-compassion involves treating ourselves kindly, like we would a person we care about. During this introductory workshop we will explain the meaning of self-compassion and its benefits and challenges. We will invite students to participate in some brief exercises and meditations, which are designed to bring awareness to our experiences and to ourselves. We will provide some resource information for those wishing to continue to explore the subject.

[Return to search results](#)



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JRC Student Learning Portal

Once you're logged in, the learning portal will look like this.

Here is a list of the main areas you will use on the Student Learning Portal

Will take you back to the Student Portal Homepage

My Courses
(due to be fully updated Spring 2019)

The image shows a screenshot of the JRC Student Learning Portal dashboard. At the top left is the Jersey Recovery College logo with the tagline 'Hope - Opportunity - Empowerment'. Below the logo is a blue banner that says 'WELCOME SIOBHAN POINGDESTRE'. The dashboard is divided into two rows of yellow tiles with blue headers. The first row contains tiles for 'Resume', 'Course Search', 'Basket' (with a yellow dot), 'My Calendar', 'Messages', and 'My Courses'. The second row contains tiles for 'My e-Learning', 'My Knowledge Documents', 'My Awards', and 'My Evaluations' (with a yellow dot). Three callout lines point to the 'Course Search', 'Basket', and 'My Courses' tiles. The 'Basket' callout points to a yellow dot on the 'Basket' tile. The 'My Courses' callout points to a blue square with three white dots in the top right corner of the dashboard.

You will be able to view previous courses and active/future courses:

Details include:

- Course Title
- Course Status
- Date and Time
- Venue

You can also cancel your 'registered interest' or booking on a course by clicking on 'Cancel'.

You will be able to see your full learning history of courses you have enrolled on and/or attended by Spring 2019.

Active/Future courses

Class

Title	Status	Date	CPD Points	Venue	Action
Introduction to Recovery	Booked	19/03/2019 14:00 - 17:00		Kensington Chambers	Cancel

Previous courses

Class

Title	Status	Date	CPD Points	Venue
Exploring Self Compassion	Booked	11/12/2018 18:00 - 21:00		St James's Centre
Understanding Low Self Esteem	Booked	02/12/2017 10:00 - 14:00		St James's Centre
Recovery in Action	Booked	07/08/2017 14:00 - 17:00		Kensington Chambers
Wellbeing in the Wild	Cancelled	26/03/2017 14:00 - 17:00		Frances Le Sueur Centre

You will be able to update your details, such as:

- Address
- Email
- Home and Mobile Number
- If you would like to receive our email newsletters which provide updates and course information. This is what we mean when we refer to marketing.

Updating emergency details will be coming soon

Under 'Preferences' you can change your password.

This is where you also 'Logout' of the Learning Portal.

