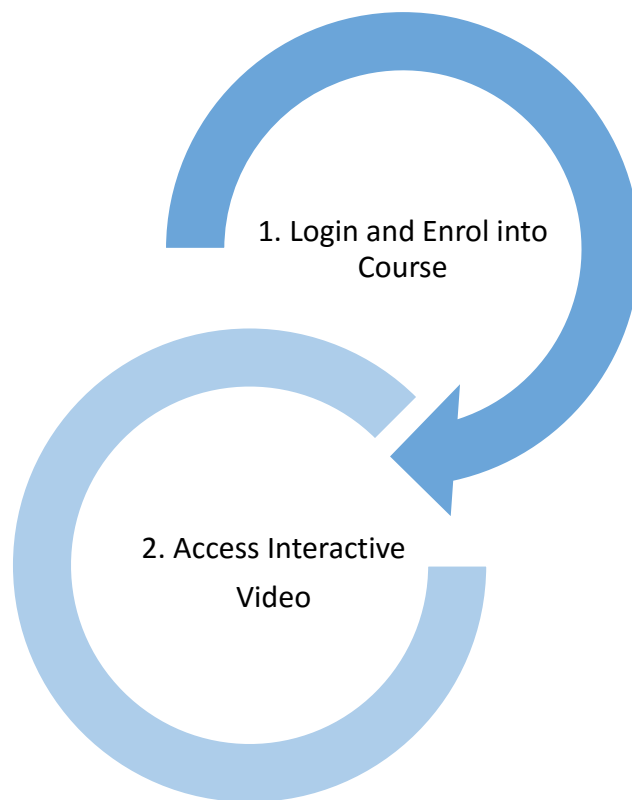


OSA1006
Guidelines on Freshman Orientation Programme
User Guide for Orientation Leaders

Completion of Module and Assessment on IVLE

Process Flow:



1. Login

Step 1.1: Login to LumiNUS at <https://luminus.nus.edu.sg> using your NUSNet ID.

Proceed to 'Module Search' and key in **OSA1006**.

Choose 'Non-Academic Module' for the Module Type



Find a Module

Keywords can include module code, title, lecturer or faculty.

Module Type

- ☐ Academic Modules
- ☒ Non-Academic Modules
- ☐ edX Modules

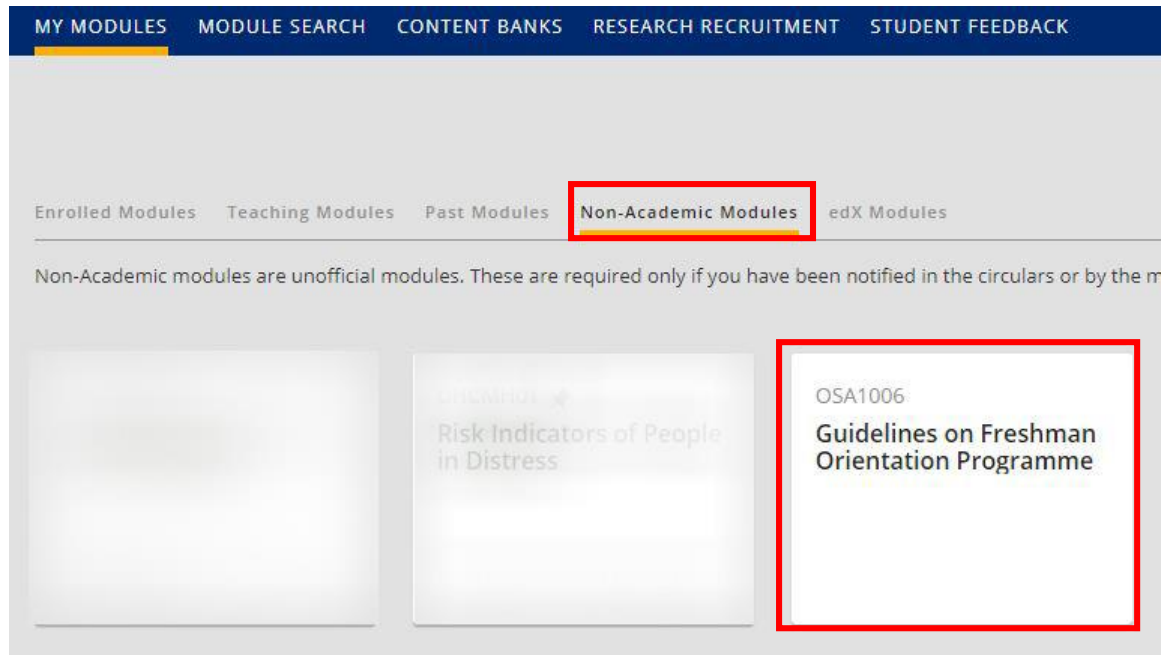
Step 1.2: Click "Yes" under *Sign Up* for OSA1006 to enroll into the module.

Module Title	Overview	Facilitators	Tools	Sign Up
OSA1006 Guidelines on Freshman Orientation Programme	Guidelines on Freshman Orientation Programme. All student leaders participating in the FOP will have to complete these 2 modules. Staff advisors are encouraged to participate in these modules. Module 1: Organising a Freshman Orientation Programme 101 Module 2: Guidelines for Freshman Orientation Activities Click on the SCORM to view the modules.	MR Nurazlan Bin Md Aris MR Seetow Cheng Fave MR Tan Choon Tat		<input checked="" type="checkbox"/>

Note: If you are unable to enroll into the module, please write to Mr Azlan Aris at azlanaris@nus.edu.sg for assistance.

2. Access MY MODULES

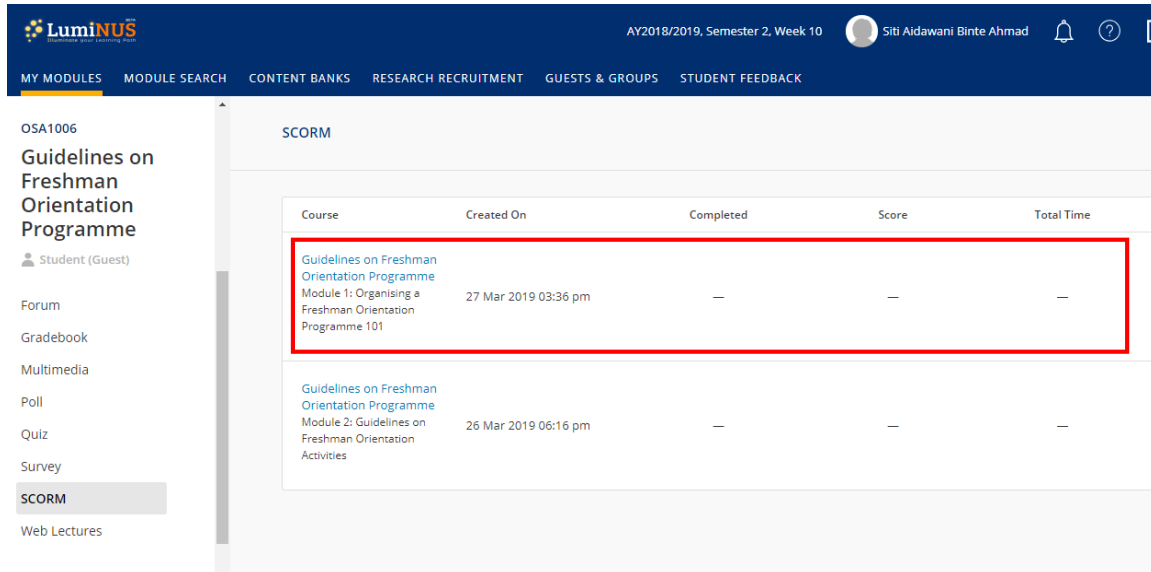
Step 2.1: Click on “My Modules” and select ”OSA1006” under the Non-Academic Modules page.



Step 2.2: Scroll through the left panel and select SCORM under the Tool options.

- Poll
- Quiz
- Survey
- SCORM**
- Web Lectures

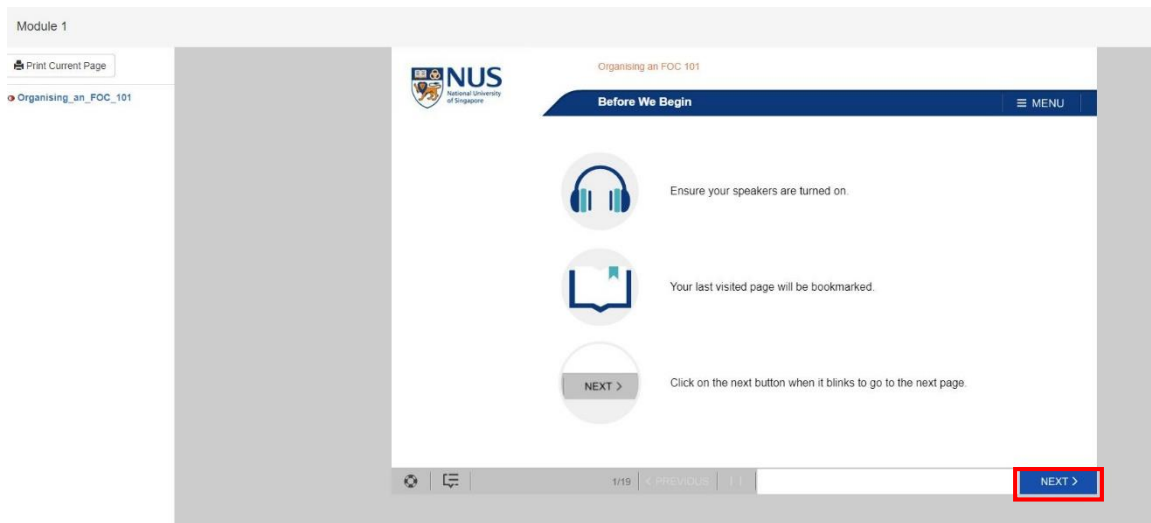
Step 2.3: Go through Module 1: Organising a Freshman Orientation Programme 101. The interactive video will be in another pop-up window.



The screenshot shows the LumiNUS interface. The top navigation bar includes the LumiNUS logo, the semester/week information (AY2018/2019, Semester 2, Week 10), the user's name (Siti Aidawani Binte Ahmad), and notification and help icons. Below the navigation bar is a menu with options: MY MODULES, MODULE SEARCH, CONTENT BANKS, RESEARCH RECRUITMENT, GUESTS & GROUPS, and STUDENT FEEDBACK. The left sidebar shows the course details for OSA1006, 'Guidelines on Freshman Orientation Programme', and a list of activities: Student (Guest), Forum, Gradebook, Multimedia, Poll, Quiz, Survey, SCORM (highlighted), and Web Lectures. The main content area is titled 'SCORM' and displays a table of SCORM modules.

Course	Created On	Completed	Score	Total Time
Guidelines on Freshman Orientation Programme Module 1: Organising a Freshman Orientation Programme 101	27 Mar 2019 03:36 pm	—	—	—
Guidelines on Freshman Orientation Programme Module 2: Guidelines on Freshman Orientation Activities	26 Mar 2019 06:16 pm	—	—	—

Step 2.3: Click on 'Next' and go through the interactive video. You will be required to complete an assessment during the video.



The screenshot shows the 'Before We Begin' screen of the 'Organising an FOC 101' module. The top navigation bar includes the NUS logo, the module title 'Organising an FOC 101', and a 'MENU' button. The main content area has three instructions: 'Ensure your speakers are turned on.' (with a headphones icon), 'Your last visited page will be bookmarked.' (with a bookmark icon), and 'Click on the next button when it blinks to go to the next page.' (with a 'NEXT >' button). The bottom of the screen shows a progress bar with '1/19' and a 'NEXT >' button highlighted with a red box.

Step 2.4: Once completed with Module 1, return to main module page and complete Module 2 – Guidelines on Freshman Orientation Activities.

3. Complete the SURVEY

Step 3.1: Scroll through the left panel and select SURVEY under the Tool options.

Poll

Quiz

Survey

SCORM

Web Lectures

Step 3.2: Select FOP2020 and complete the survey. It is mandatory to complete the survey in order to record your attendance for this online module.

Survey				
Name	Opening Date	Closing Date	Status	
FOP2020	18 Feb 2020 10:03 pm	29 May 2020 12:00 am	Open	...

END