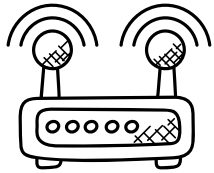


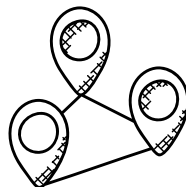
Quickstart guide

Before you start



You will need a reliable internet connection. This is a virtual, self-guided and asynchronous resource with many activities that require your engagement and effort. You will work on the activities at times that are convenient for you.

Modules can be taken in any order, however many of the activities build upon each other, so it is suggested to work through one unit at a time before moving on. Look for the 'connections' icon that shows how an activity links to other units.



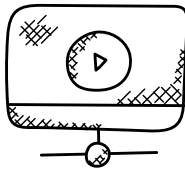
For many activities you will want to take notes. Make sure to download the worksheets to fill in, or keep a learning journal, either as a digital document or on paper. Whatever you choose, it is **very important** for you to keep track as you proceed.

Tech tip:

The Moodle site is optimized for mobile, but you will find that most activities work best on a computer. Plan ahead as needed.



Where to begin



Read the guided tour page and watch the video. It provides an overview of the site, and helps you get off to a good start!

Each module starts with questions to help you assess whether the activities will be helpful for you. If you can answer yes to the questions, then you can skip that one, and move on to the next!

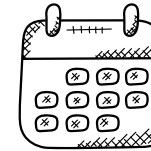


Each worksheet has a number of steps. It is intended that you complete them in order, as each step builds upon the previous one. Collect your thoughts and answers as you go along.

Each module also has a summary page. Try not to skip these, as they contain important information to reinforce what you've learned, as well as tips on where to go next.

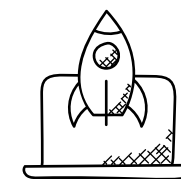


Tips for learning



Learning in an online self-paced course is different from taking a class. It is important for you to commit yourself to completing the modules. You will have the best success by *doing* the activities, not just reading through them. Set goals for yourself and celebrate your accomplishments!

Give yourself time to stop and reflect on what you are learning. Think critically about your goals and how these new skills will help you.



The activities are intended to be useful long after you move on from the course site. Use the downloadable worksheets and resources to jump-start your career growth, and keep building upon the activities to reinforce career-ready skills and habits!

Tech tip:

As you start taking notes for the activities, plan to keep them in a safe place. The personal discoveries you make will be important to keep in the long run!

Questions?

Contact :[RRU Career Advisor via LibCal](#).

