

GUIDANCE FOR THE USAGE OF THE ERASMUS+ ONLINE LINGUISTIC SUPPORT (OLS)

1. Access and Log in

- ⇒ Firstly you need to send us your email address and tell us which language you would like to learn
- ⇒ You will then receive an email with your registration details
- ⇒ In this email, click on the blue button *start the language assessment* or go to <http://erasmusplusols.eu/login-box>. Log in with your registration details
- ⇒ You can choose language in which the website is displayed in the upper right corner

2. Complete your profile

- ⇒ After you have logged in, replace your automatically generated password by a new one
- ⇒ Complete your personal profile and save the changings
- ⇒ Afterwards complete your mobility profile: **in the fields of *mobility period* fill in the current month (e.g. August 2016) as start date and the same month in one year as end date (e.g. August 2017) –** you will then have access to the language courses for a whole year
- ⇒ In the field *type of mobility* choose student
- ⇒ In the field of *time zone* choose GMT+2 Berlin

3. Language assessment

- ⇒ Now the *Welcome page* appears and you can start the obligatory language assessment – click on the blue button *start the language assessment* to begin with the proficiency test
- ⇒ You have to **complete the language assessment within one month**, otherwise your access to OLS will be cancelled
- ⇒ The test takes about 40 minutes. After completing the test you will directly receive the results
- ⇒ If your results are lower than the language level B2 (GeR) you will automatically get access to all language courses and you can start right away
- ⇒ If your results are B2 or C1 (GeR) we will give you access to the language courses separately. You will receive an email as soon as your access is activated, then you can begin with the language course

4. Language courses

- ⇒ You can find the language courses by clicking on *Welcome page* in the upper right corner and then on the yellow button *start my language course*
- ⇒ From there you have access to all the language offers – vocabular training, grammar and much more. You can find all these offers in the light blue band at the top of the page
- ⇒ To participate in the online-tutorials click on the dark blue square *Live Coaching*. In *Upcoming Tutoring Session(s)* you can register for an appointment that fits your schedule
- ⇒ During the session you will have a skype conference with a language teacher und you can exercise with other students in the online group. To participate you need a web cam, a microphone and a headset
- ⇒ The *MOOC(s)* are interactive videos on different topics. For these can register at *Live Coaching* and then *Upcoming MOOC(s)*. Furthermore you can find a lot of videos in the *MOOC library*. You can watch these videos at any time.

You can find several instruction videos on the website: <http://erasmusplusols.eu/document-media> and FAQs on <http://erasmusplusols.eu/ols4refugees>.

If you have further questions or technical problems contact us via luther@swfr.de

Good luck!