



Guidelines for Studying in This MOOC

1. Get to know the course structure

The course consists of **5 modules (lessons)**.

Each module contains **3 to 5 topics** with different types of learning materials:

- short videos or audio podcasts
- reading materials
- links to suggested online sources
- small interactive exercises
- assignments (in selected topics)
- quizzes

You are **free to move between modules and topics** in any order. Learn at your own pace, explore what interests you most, and return to materials whenever you like.

2. Start with the learning goals

For each module:

- First, check the **aims** and **specific learning objectives**.
- Then watch the **overview video** or listen to the **audio podcast**, while browsing through the **overview slides** of each topic,
- This will give you a clear picture of what the module is about and what you are expected to learn.

3. Study the core content

Next, work through the **reading materials** to learn the basics of the topic. These materials cover the essential concepts needed to understand the subject. Each topic in every module includes several core reading materials to support your learning.

If you want to go deeper, explore the **additional study materials for curious minds**. These are optional, but great if you want to broaden your knowledge or see real-world examples.



4. Practice without pressure

Try the **short interactive exercises** included in the modules' topics:

- They are meant **for practice and fun**, not for grading.
- Use them to check your understanding and experiment with the content in a relaxed way.

Mistakes are part of learning—use them to improve.

5. Work on assignments (in selected topics)

In some topics, you will be asked to **complete and submit an assignment**.

- Assignments are **mandatory only where explicitly stated**.
- Detailed instructions on **what to do, how to submit the assignment, and where to upload it** are provided **within the topic itself**.
- Make sure to carefully read the assignment description and follow the given guidelines.

Assignments help you apply what you have learned and may be assessed by the teacher.

6. Take the module quiz

When you feel confident with the topic, move on to the **module quiz**:

- You have **3 attempts**.
- Each quiz contains **10 questions**.
- To pass, you must answer **at least 6 questions correctly**.

All quiz questions are multiple-choice with one correct answer. Passing the quiz confirms that you have achieved the learning objectives of the module.

Don't forget to mark all topics as completed. If you don't, you won't be able to complete the course. Mark a topic as completed once you are confident that you have learned everything outlined in its specific learning objectives.

7. Repeat the process for all modules

Follow the same learning steps in **all modules**:

1. Check objectives
2. Watch or listen to overview materials
3. Study the readings
4. Try interactive exercises
5. Complete assignments (if required)
6. Complete the quiz



This consistent approach will help you learn effectively and stay organized.

8. Complete the final quiz

After finishing all module quizzes, you will access the **final quiz**, which includes:

- multiple-choice questions (similar to the module quizzes)
- additional **open questions**, which will be assessed manually by the teacher

The final quiz helps demonstrate both your knowledge and your ability to reflect on what you have learned.

9. Earn your certificate

Students who successfully **complete all module quizzes and the final quiz** will receive a **certificate of attendance**.