

ISSA e-læringsmanual



Contents

1	Introduksjon	3
2	Installasjon og oppsett	4
2.1	Krav	4
2.2	Kontooppretting.....	Error! Bookmark not defined.
2.3	Innlogging på ISSA e-læringsplattform	7
3	Oversikt over ISSA e-læring	9
3.1	Dashbord	9
3.2	Hjem	10
3.3	Mine kurs.....	11
3.3.1	Kursoversikt	12
3.3.1.1	Kursinformasjon og kommunikasjon.....	12
3.3.1.2	Generell informasjon for Oppdage muligheter	12
3.3.1.3	Læringsutbytte	13
3.3.1.4	Les det.....	13
3.3.1.5	Tilleggsressurser	14
3.3.1.6	Anvend det.....	14
3.3.1.7	Selvevaluering	15
3.3.1.7.1	Selvevalueringsquiz.....	15

1 Introduksjon

Dette er den første versjonen av ISSA e-læringsmanual.

2 Installasjon og oppsett

2.1 Krav

Det eneste du trenger for å bruke ISSA e-læringsplattformen er internettforbindelse.

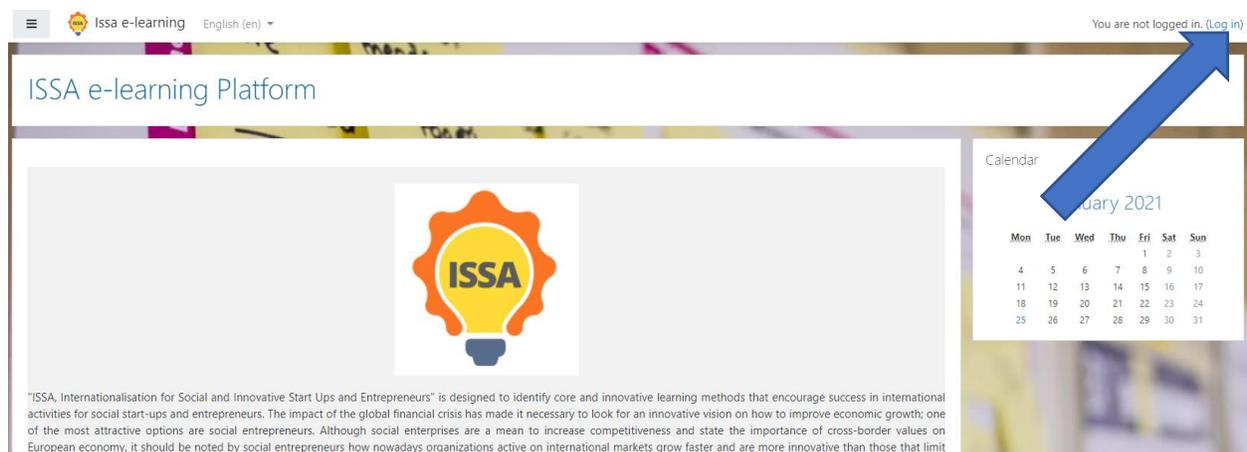
2.2 Oppretting av bruker

Du må ha en konto for å bruke ISSAs e-læringsplattform.

Steg 1: Gå til nettstedet til ISSAs e-læringsplattform. Lenken er:

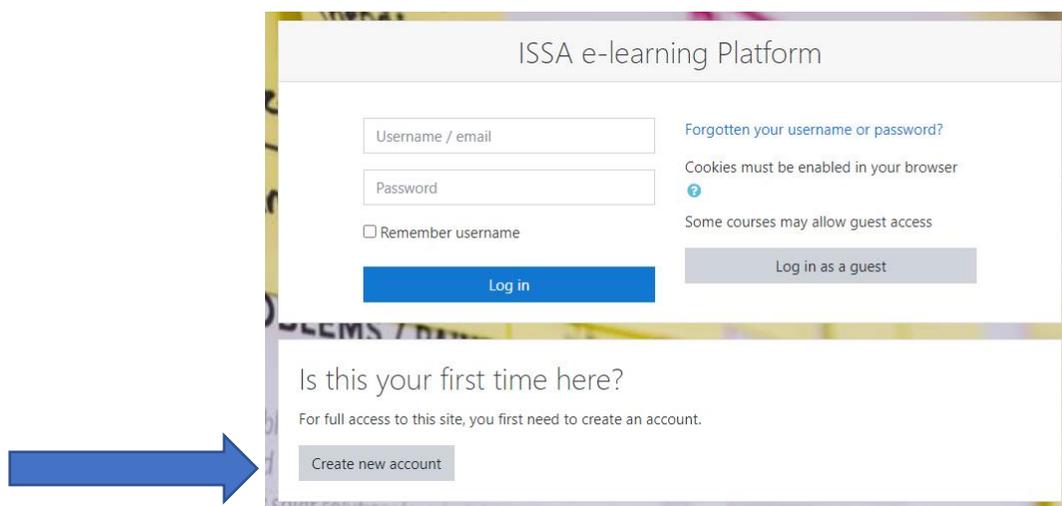
<http://www.cs.ucy.ac.cy/projects/issaplattform/moodle/>

Steg 2: Klikk på "Logg inn" øverst til høyre på siden ([Bilde 1](#)).



Bilde 1: Innlogging på ISSA e-læringsplattform.

Steg 3: Klikk på "Opprett ny bruker"-knappen ([Bilde 2](#)).



Bilde 2: "Opprett ny bruker"-knappen.

Steg 4: Du må fylle ut noen felter for å opprette kontoen din, som vist på bildet nedenfor ([Bilde 3](#)). Merk at det er obligatoriske felter i dette skjemaet med rødt utropstegn. Passordet må inneholde minst 8 tegn, minst 1 siffer, minst 1 liten bokstav, minst 1 stor bokstav, minst 1 ikke-alfanumeriske tegn som f.eks. *, -, eller #.

Når du har fylt ut feltene, klikker du på knappen " Opprett min nye bruker ".

New account

▼ Collapse all

▼ Choose your username and password

Username



The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as as *, -, or #

Password



▼ More details

Email address



Email (again)



First name



Surname



City/town

Country



Create my new account

Cancel

There are required fields in this form marked  .

Bilde 3: Felter for kontooppretting og "Opprett min nye bruker" knappen.

Steg 5: En e-post burde ha blitt sendt til adressen din. Klikk deretter på “Continue” knappen ([Bilde 4](#)).

ISSA e-learning Platform

Home / Confirm your account

An email should have been sent to your address at
It contains easy instructions to complete your registration.
If you continue to have difficulty, contact the site administrator.



Bilde 4: “Fortsett” knappen for e-postbekreftelse

Steg 6: Gå til e-postinnboksen din, og du vil se en e-post med tittelen “ISSA e-learning Platform: account confirmation” som bildet vist nedenfor ([Bilde 5](#)). Gå til adressen i e-posten for å bekrefte kontoen din.

ISSA e-learning Platform: account confirmation

Μετάφραση μηνύματος στα: Ελληνικά | Να μην γίνεται ποτέ μετάφραση από τα: Αγγλικά



Μαρία Κυριάκου (m.kiriakou) <maria.kiriakou@ucy.ac.cy>

Πέμ 28/1/2021 11:56 π.μ.

Προς: Μαρία Κυριάκου

Hi Maria Κυριάκου,

A new account has been requested at 'ISSA e-learning Platform' using your email address.

To confirm your new account, please go to this web address:

<http://www.cs.ucy.ac.cy/projects/issaplatform/moodle/login/confirm.php?data=v88eZ8OYTEY7Xni/test>

In most mail programs, this should appear as a blue link which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window.

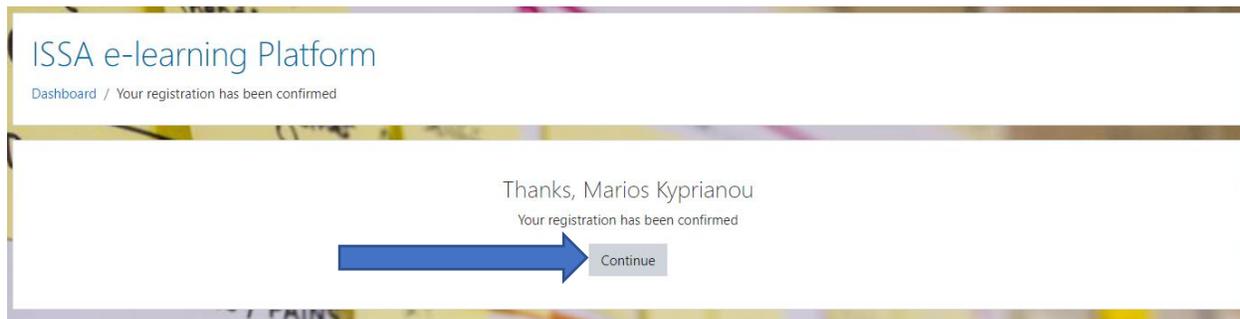
If you need help, please contact the site administrator,

Admin User

Bilde 5: E-post “ISSA e-learning Platform: account creation”. Gå til adressen for å bekrefte kontoen din.

ISSA project - Internationalization for Social and Innovative Start Up's and Entrepreneurs

Steg 7: Nå vil du se noe sånt som på bildet nedenfor ([Bilde 6](#)). Klikk på “Fortsett”-knappen og du kan nå bruke ISSA e-læringsplattformen!



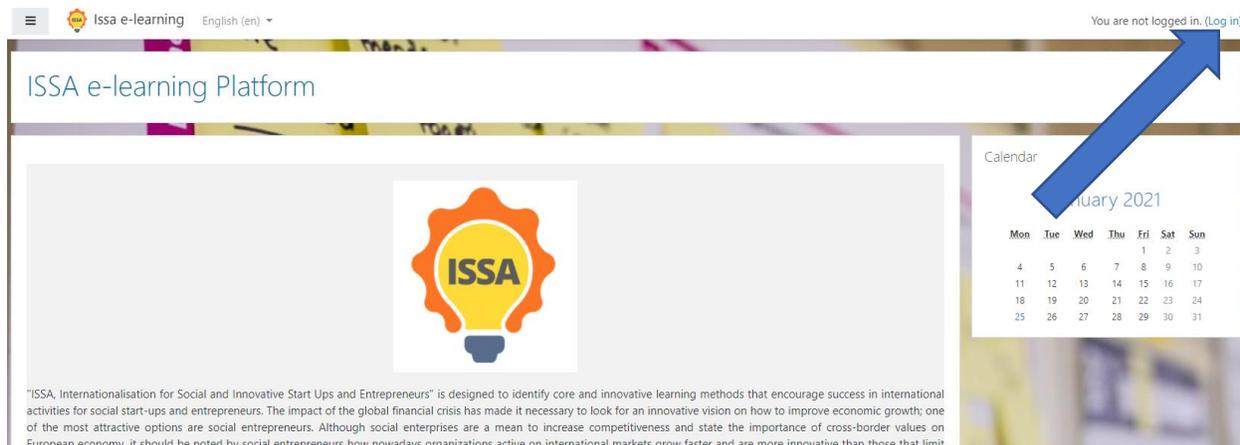
Bilde 6: “Fortsett”-knappen gir tilgang til ISSA e-læringsplattformen.

2.3 Innlogging på ISSA e-læringsplattform

Steg 1: Gå til hjemmesiden til ISSA e-læringsplattformen. Lenken er:

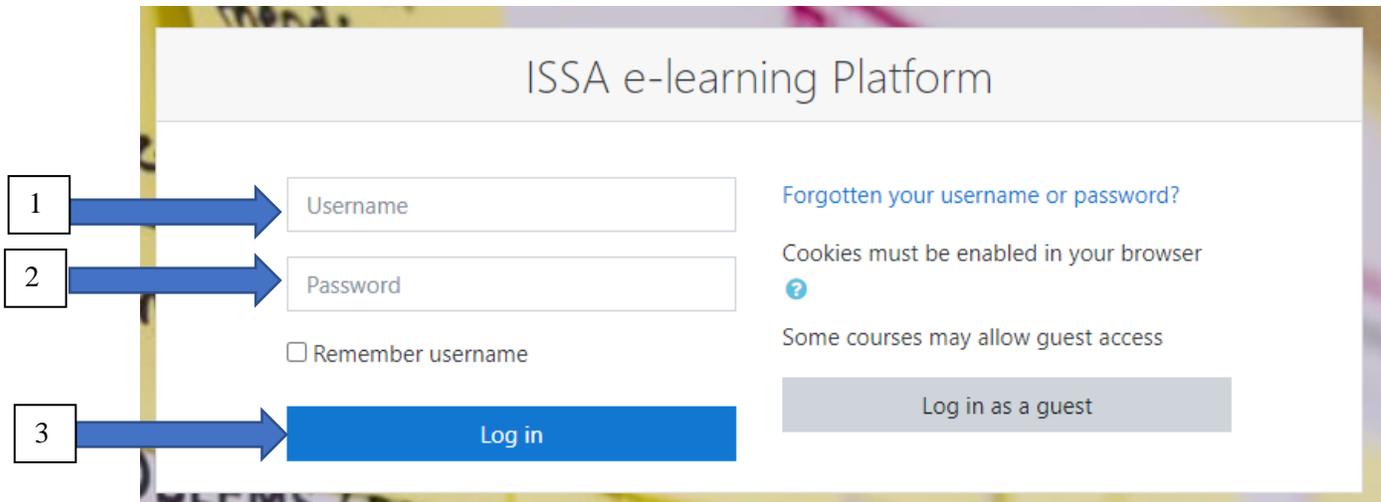
<http://www.cs.ucy.ac.cy/projects/issaplatform/moodle/>

Steg 2: Klikk på “Logg inn” øverst til høyre på siden ([Bilde 7](#)).



Bilde 7: Innlogging på ISSA e-læringsplattform.

Steg 3: Skriv inn påloggingsinformasjonen din (brukernavn eller e-post, passord) og klikk deretter på blå “Logg inn” -knappen ([Bilde 8](#)).

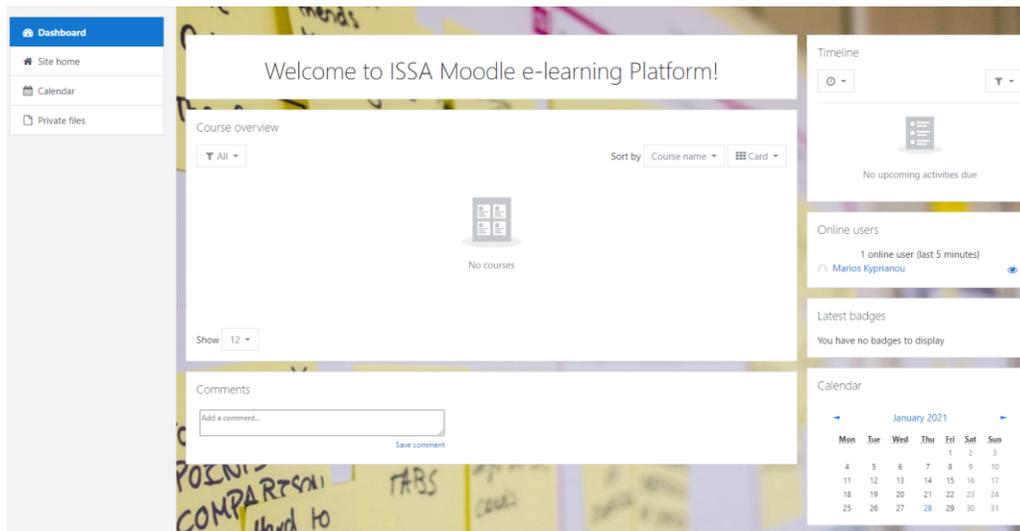


Bilde 8: 1) Brukernavn eller e-post 2) Passord 3) "Logg inn"-knappen.

3 Oversikt over ISSA e-læring

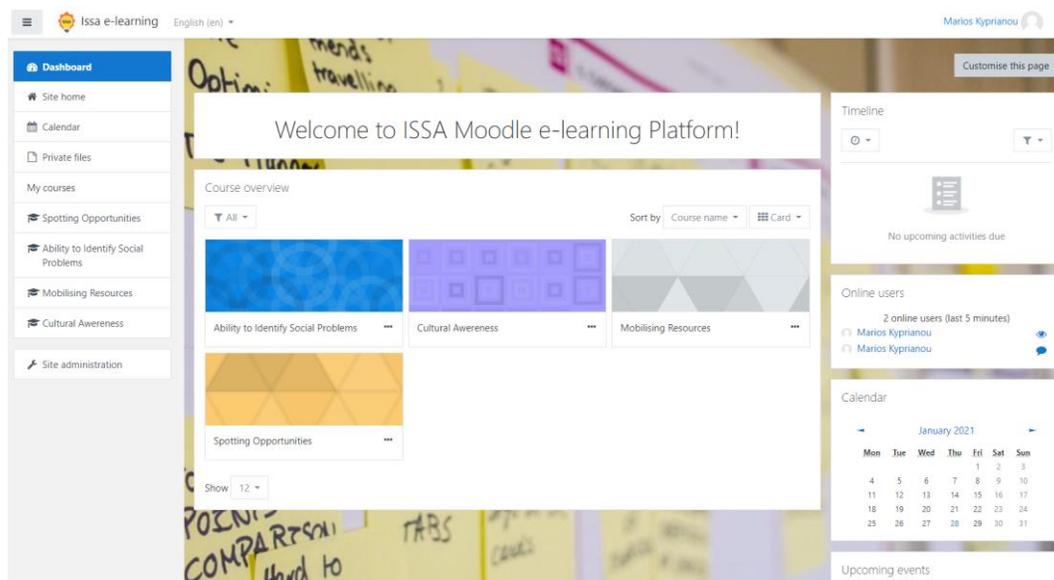
3.1 Dashbord

Den første siden du møter er Moodle Dashboard. Hvis du er et nytt medlem, er dashbordet ditt tomt og ser ut som på bildet nedenfor ([Bilde 9](#)).



Bilde 9: Tomt Moodle Dashboard.

Hvis du er registrert bruker i kursene til ISSA e-læringsplattform, ser dashbordet ditt ut som på bildet nedenfor ([Bilde 10](#)). På kursoversikten («Course overview») kan du se kursene og ved å klikke på den kan du gå til kurssiden («Course page»).

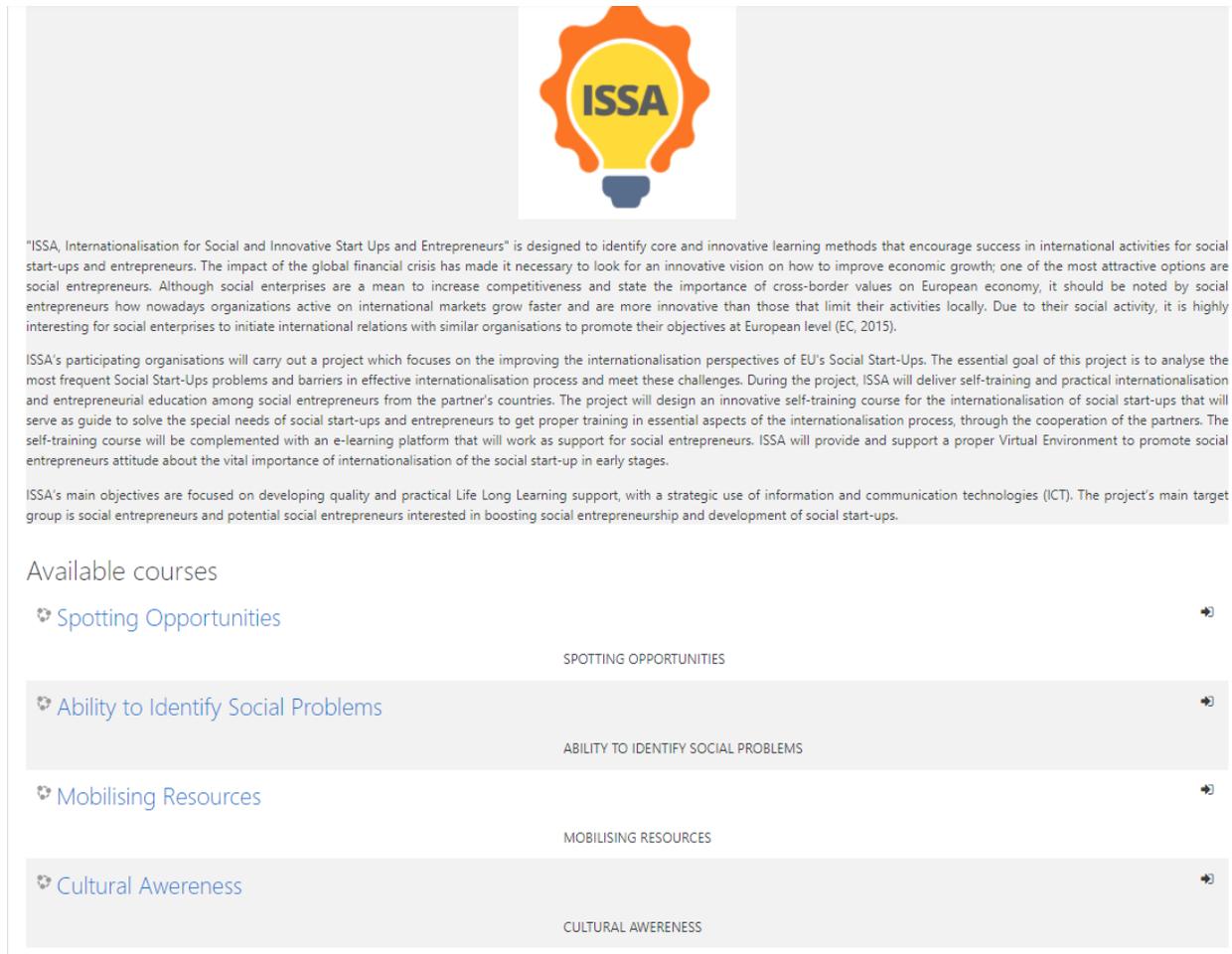


Bilde 10: Dashbordet til en registrert bruker.

ISSA project - Internationalization for Social and Innovative Start Up's and Entrepreneurs

3.2 Hjem

Ved å klikke på hjem-fanen i menyen til venstre ([Bilde 10](#)) kan du gå til hjem-siden (“Site Home”). På denne siden kan du se en oversikt over ISSA-prosjektet og tilgjengelige kurs ([Bilde 11](#)).



"ISSA, Internationalisation for Social and Innovative Start Ups and Entrepreneurs" is designed to identify core and innovative learning methods that encourage success in international activities for social start-ups and entrepreneurs. The impact of the global financial crisis has made it necessary to look for an innovative vision on how to improve economic growth; one of the most attractive options are social entrepreneurs. Although social enterprises are a mean to increase competitiveness and state the importance of cross-border values on European economy, it should be noted by social entrepreneurs how nowadays organizations active on international markets grow faster and are more innovative than those that limit their activities locally. Due to their social activity, it is highly interesting for social enterprises to initiate international relations with similar organisations to promote their objectives at European level (EC, 2015).

ISSA's participating organisations will carry out a project which focuses on the improving the internationalisation perspectives of EU's Social Start-Ups. The essential goal of this project is to analyse the most frequent Social Start-Ups problems and barriers in effective internationalisation process and meet these challenges. During the project, ISSA will deliver self-training and practical internationalisation and entrepreneurial education among social entrepreneurs from the partner's countries. The project will design an innovative self-training course for the internationalisation of social start-ups that will serve as guide to solve the special needs of social start-ups and entrepreneurs to get proper training in essential aspects of the internationalisation process, through the cooperation of the partners. The self-training course will be complemented with an e-learning platform that will work as support for social entrepreneurs. ISSA will provide and support a proper Virtual Environment to promote social entrepreneurs attitude about the vital importance of internationalisation of the social start-up in early stages.

ISSA's main objectives are focused on developing quality and practical Life Long Learning support, with a strategic use of information and communication technologies (ICT). The project's main target group is social entrepreneurs and potential social entrepreneurs interested in boosting social entrepreneurship and development of social start-ups.

Available courses

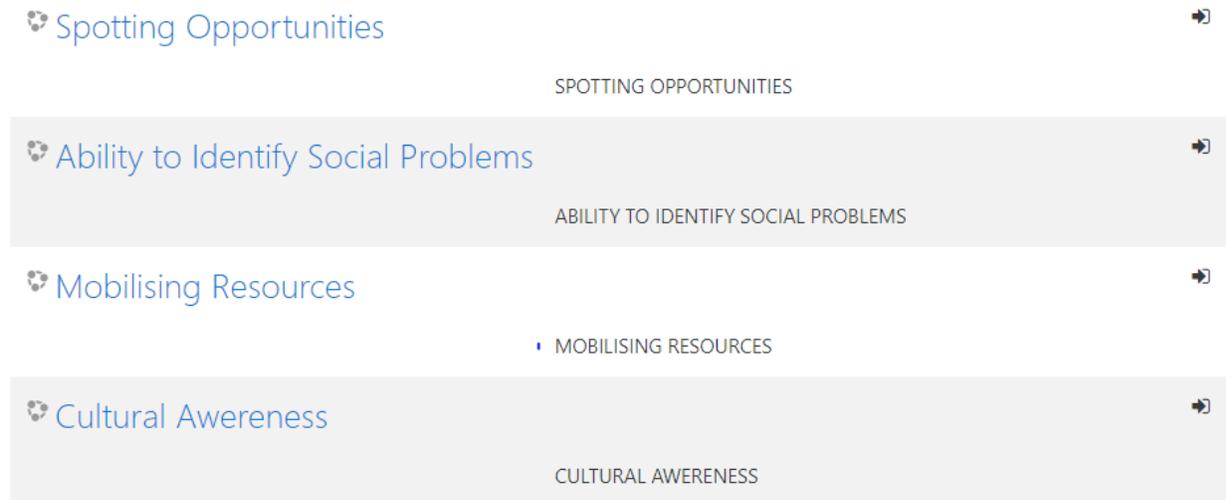
- Spotting Opportunities
- Ability to Identify Social Problems
- Mobilising Resources
- Cultural Awereness

Bilde 11: Hjem-siden.

3.3 Mine kurs

På hjem-siden kan du se de tilgjengelige kursene («available courses») til ISSAs e-læringsplattform ([Bilde 12](#)). Klikk på kurset du ønsker.

Available courses

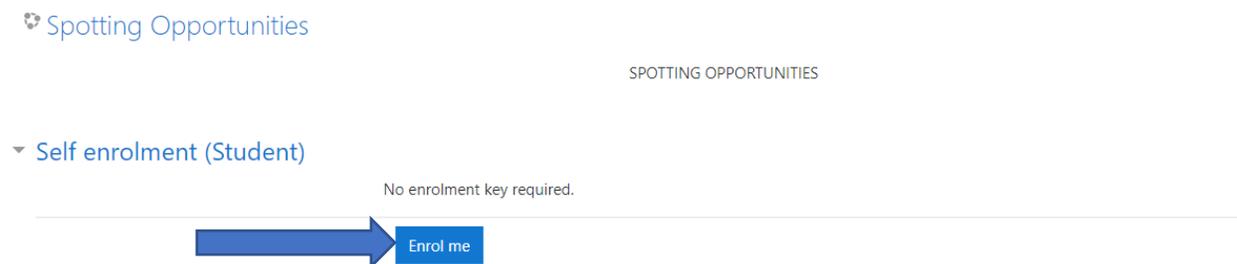


Bilde 12: Tilgjengelige kurs på ISSA e-læringsplattformen..

Steg 1: Klikk på et av kursene (F.eks. Oppdage muligheter)

Steg 2: Nå må du melde deg på kurset for å se innholdet. Klikk på «Enrol me»-knappen ([Bilde 13](#)).

Enrolment options

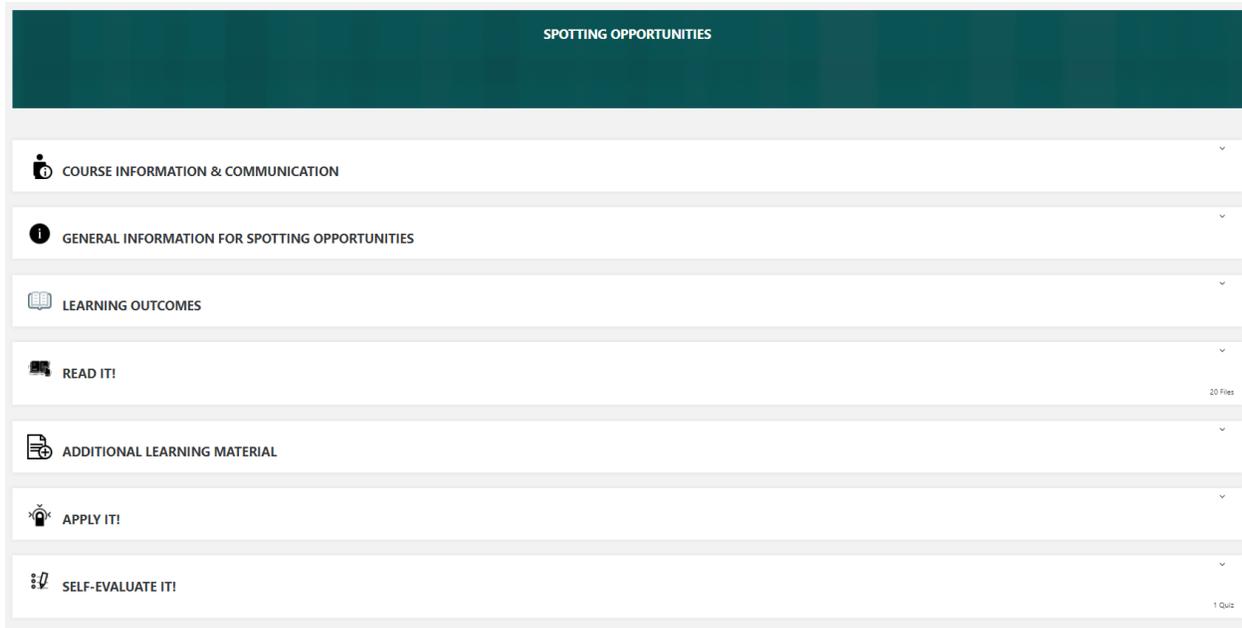


Bilde 13: "Enrol me"-knappen.

Nå har du tilgang til kurset.

3.3.1 Kursoversikt

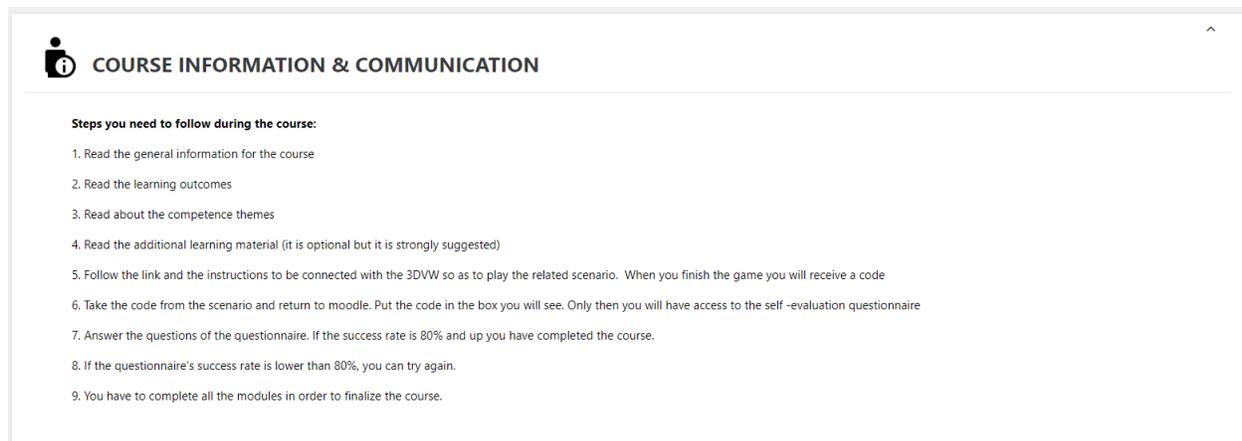
Kurset ser ut som på bildet nedenfor ([Bilde 14](#)). Det har 7 deler.



Bilde 14: Kursformat.

3.3.1.1 Kursinformasjon og kommunikasjon

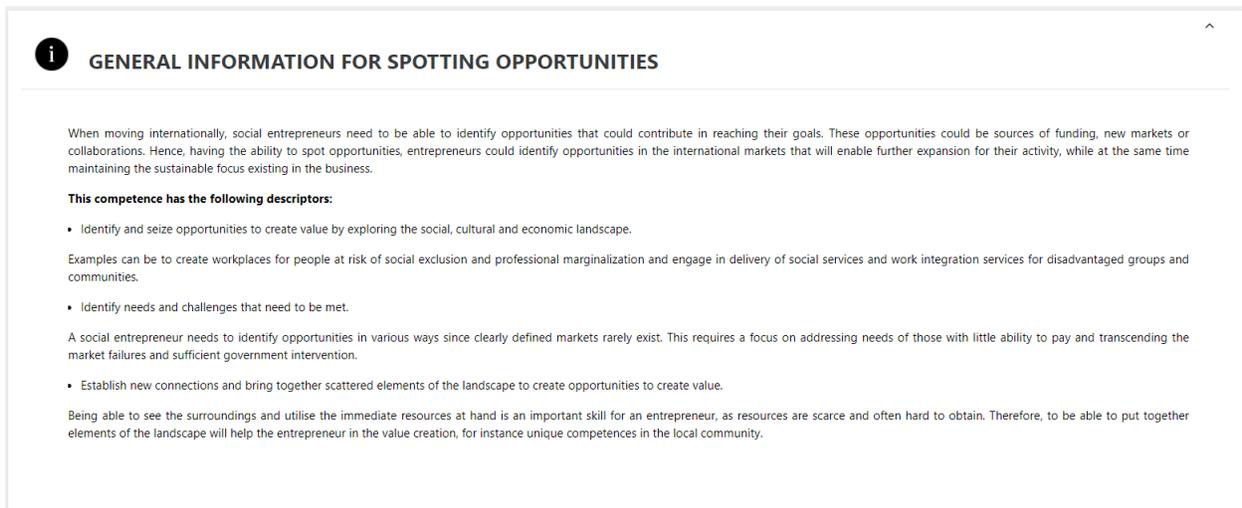
I denne delen av kurset har vi noen trinn du må følge i løpet av kurset ([Bilde 15](#)).



Bilde 15: Kursinformasjon og kommunikasjon.

3.3.1.2 Generell informasjon for Oppdage muligheter

Som tittelen tilsier, gir vi her generell informasjon om kompetansen ([Bilde 16](#)).



i GENERAL INFORMATION FOR SPOTTING OPPORTUNITIES

When moving internationally, social entrepreneurs need to be able to identify opportunities that could contribute in reaching their goals. These opportunities could be sources of funding, new markets or collaborations. Hence, having the ability to spot opportunities, entrepreneurs could identify opportunities in the international markets that will enable further expansion for their activity, while at the same time maintaining the sustainable focus existing in the business.

This competence has the following descriptors:

- Identify and seize opportunities to create value by exploring the social, cultural and economic landscape.

Examples can be to create workplaces for people at risk of social exclusion and professional marginalization and engage in delivery of social services and work integration services for disadvantaged groups and communities.

- Identify needs and challenges that need to be met.

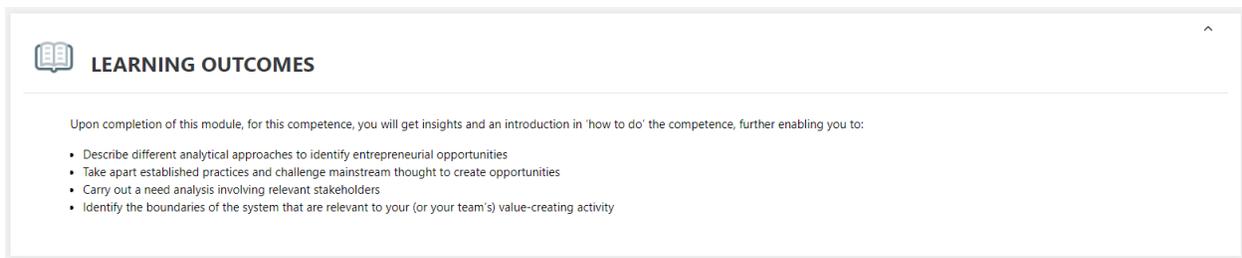
A social entrepreneur needs to identify opportunities in various ways since clearly defined markets rarely exist. This requires a focus on addressing needs of those with little ability to pay and transcending the market failures and sufficient government intervention.

- Establish new connections and bring together scattered elements of the landscape to create opportunities to create value.

Being able to see the surroundings and utilise the immediate resources at hand is an important skill for an entrepreneur, as resources are scarce and often hard to obtain. Therefore, to be able to put together elements of the landscape will help the entrepreneur in the value creation, for instance unique competences in the local community.

Bilde 16: *Generell informasjon om kompetansen.*

3.3.1.3 Læringsutbytte



📖 LEARNING OUTCOMES

Upon completion of this module, for this competence, you will get insights and an introduction in 'how to do' the competence, further enabling you to:

- Describe different analytical approaches to identify entrepreneurial opportunities
- Take apart established practices and challenge mainstream thought to create opportunities
- Carry out a need analysis involving relevant stakeholders
- Identify the boundaries of the system that are relevant to your (or your team's) value-creating activity

Bilde 17: *Læringsutbytte.*

3.3.1.4 Les det

Denne delen har alt materialet som er nødvendig å lese ([Bilde 18](#)). Merk at hvert kompetansetema er tilgjengelig på alle prosjektpartnerens språk (engelsk, gresk, spansk, bulgarsk og norsk).

ISSA project - Internationalization for Social and Innovative Start Up's and Entrepreneurs

READ IT!

20 Files

One of the most important competences for a social entrepreneur while moving internationally will be to spot opportunities. Different contexts have different needs, various groups of users and customers, and often challenges that may not be found in other contexts. As such, as an entrepreneur, you need to have the ability to handle the contexts when spotting opportunities.

In this document, you will be introduced to four 'themes' that this competence consist of:

- Identify, create and seize opportunities
- Focus on challenges
- Uncover needs
- Analyse the context

These themes will be explained and definitions will be introduced in the following pages. However, we will start by giving an introduction to the competence in general.

About the Competence:

As an entrepreneur, understanding how you can use your knowledge, network, time, money and other resources to create value for yourself and other is central. For instance, you need to understand if it is only few that could need your value-creating activity, or if there are many that could benefit from your product or services. If there are only few, it might be difficult to establish a business that could get the necessary funding and survive over time. Hence, you need to create a sustainable business whose activity is needed and wanted. Therefore, you need to understand which opportunities that are worth working on and those that you should not pursue.

One way to identify different opportunities is to look for challenges that you could solve for others, for instance challenges with getting a job, that could be writing application or obtain necessary permits. Another way is to identify needs that you could solve. This could be a need for improving a service or production method, for instance better packaging of products such that the transport becomes more efficient, saves time, and is safe for the people transporting the product. However, as you identify new ways of solving a need or a challenge, you might experience that your service is sometimes not needed. This might be the case even though you know of situations where your value-creation is needed or solve a challenge. The reason for this is often that different contexts have their own characteristics, and one solution might not be beneficial in other contexts.

Therefore, there is a variety of different factors you need to consider when spotting opportunities, and in the next pages, we will introduce you to them through the different themes this competence consist of.

[Identify, create and seize opportunities \[theme1\]](#)

Bilde 18: Les det.

3.3.1.5 Tilleggsressurser

I denne delen har vi ytterligere læringsmateriell for de som ønsker mer informasjon om kompetansen. ([Bilde 19](#)).

ADDITIONAL LEARNING MATERIAL

EU Science Hub - Joint Research Centre :

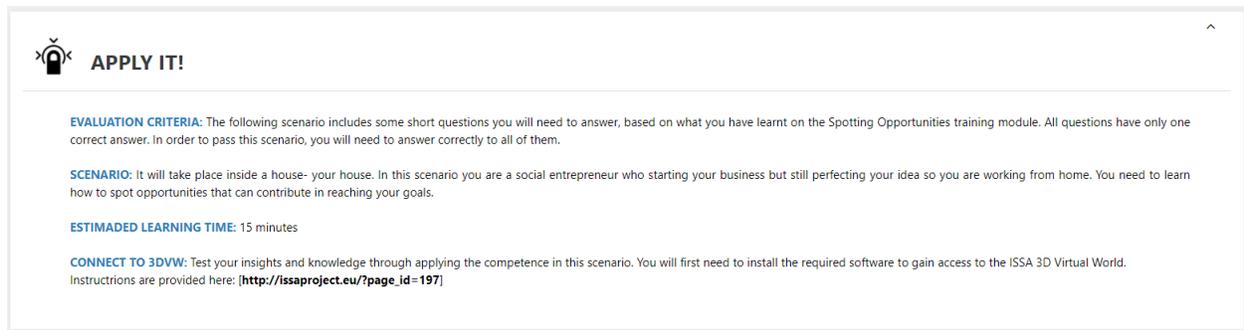


- The Value Proposition Canvas : <https://www.strategyzer.com/canvas/value-proposition-canvas>
- Entrepreneurs Solve Problems Differently Than Other Professionals. Really! Here Are the 6 Ways, from *Entrepreneur Europe*: <https://www.entrepreneur.com/article/303407>
- Youth entrepreneurship – A contexts framework : <https://www.odi.org/publications/7816-youth-entrepreneurship-contexts-framework>
- 10 Methods for Identifying Customer Needs, by Jeff Sauro : <https://www.dummies.com/business/customers/10-methods-for-identifying-customer-needs/>
- From World Economic Forum: The way we deal with poverty : <https://www.weforum.org/agenda/2015/12/social-entrepreneurs-seeing-problems-as-opportunities/>

Bilde 19: Tilleggsressurser.

3.3.1.6 Anvend det

I denne delen skal du koble til den virtuelle 3D verdenen («3DVW») for å gjennomføre scenariene og få en kode til selvevalueringen ([Bilde 20](#)).



APPLY IT!

EVALUATION CRITERIA: The following scenario includes some short questions you will need to answer, based on what you have learnt on the Spotting Opportunities training module. All questions have only one correct answer. In order to pass this scenario, you will need to answer correctly to all of them.

SCENARIO: It will take place inside a house- your house. In this scenario you are a social entrepreneur who starting your business but still perfecting your idea so you are working from home. You need to learn how to spot opportunities that can contribute in reaching your goals.

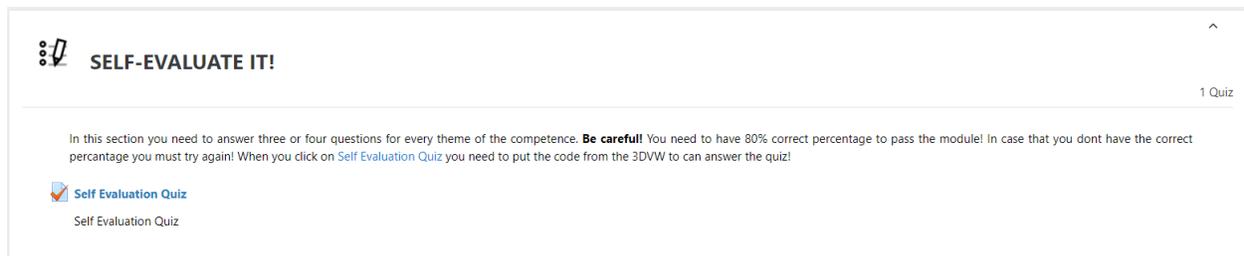
ESTIMATED LEARNING TIME: 15 minutes

CONNECT TO 3DVW: Test your insights and knowledge through applying the competence in this scenario. You will first need to install the required software to gain access to the ISSA 3D Virtual World. Instructions are provided here: [http://issaproject.eu/?page_id=197]

Bilde 20: Anvend det.

3.3.1.7 Selvevaluering

Denne delen inneholder en selvevalueringsquiz ([Bilde 21](#)).



SELF-EVALUATE IT!

1 Quiz

In this section you need to answer three or four questions for every theme of the competence. **Be careful!** You need to have 80% correct percentage to pass the module! In case that you dont have the correct percentage you must try again! When you click on [Self Evaluation Quiz](#) you need to put the code from the 3DVW to can answer the quiz!

[Self Evaluation Quiz](#)
Self Evaluation Quiz

Image 21: Self-evaluate it section.

3.3.1.7.1 Selvevalueringsquiz

Steg 1: Klikk på “Ta quiz nå” («Attempt quiz now») ([Bilde 22](#)).

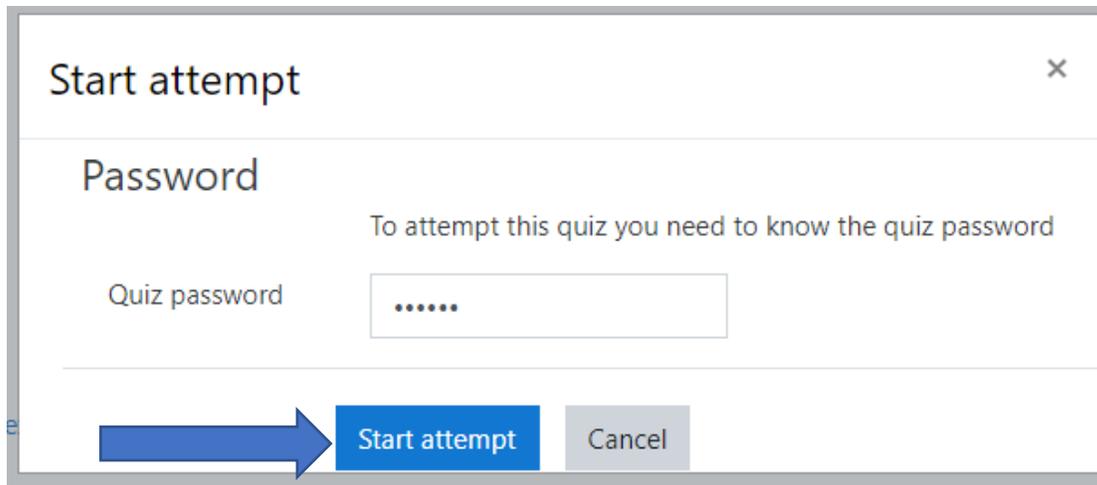
To attempt this quiz you need to know the quiz password

Grading method: Highest grade



Bilde 22: “Attempt quiz now”-knappen.

Steg 2: Skriv inn quiz-koden (passordet) du fikk når du fullførte scenariet. ([Bilde 23](#)). Uten koden kommer du ikke videre til quizen. Klikk deretter på «Start forsøk» (“Start attempt”).



Bilde 23: Quiz-passord felt og "Start forsøk"-knappen.

Steg 3: Svar på spørsmålene. Når du er ferdig, klikker du på "Fullfør forsøk»-knappen ([Bilde 24](#)).

Yes, solutions will always fit in various contexts as long as you work hard enough



Bilde 24: "Fullfør forsøk"-knappen.

Steg 4: Nå kan du se et sammendrag av forsøket ([Bilde 25](#)). Du har muligheten til å fortsette på forsøket ved å klikke på «Gå tilbake til forsøk»-knappen. Dersom du er ferdig, klikk på "Send inn og fullfør"-knappen.

Summary of attempt

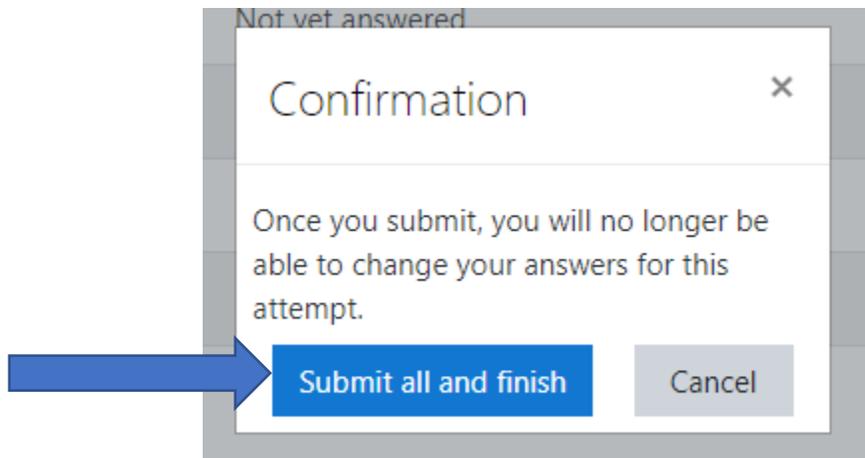
Question	Status
1	Not yet answered
2	Not yet answered
3	Not yet answered
4	Not yet answered
5	Not yet answered
6	Not yet answered
7	Not yet answered
8	Not yet answered
9	Not yet answered
10	Not yet answered
11	Not yet answered
12	Not yet answered

Return to attempt

Submit all and finish

Bilde 25: Sammendrag av forsøket. "Gå tilbake til forsøk"-knappen og "Send inn og fullfør"-knappen.

Steg 5: Når du klikker på "Send inn og fullfør" ([Bilde 25](#)), får du en bekreftelsesmelding ([Bilde 26](#)). Klikk på "Send inn alt og fullfør"-knappen eller "Avbryt"-knappen for å gå tilbake.



Bilde 26: Bekreftelsesmelding. "Send inn alt og fullfør"-knappen og "Avbryt"-knappen. .

Steg 6: Nå kan du se en gjennomgang av» de riktige og gale svarene på spørsmålene. Klikk på «Fullfør gjennomgang» nederst til høyre på siden ([Bilde 27](#)).

Yes, solutions will always fit in various contexts as long as you work hard enough



Bilde 27: "Fullfør gjennomgang" lenke.

Du er nå ferdig og kan se karakteren din ([Bilde 28](#)). Hvis du får riktig prosentandel (80%), består du quizen. Hvis prosentandelen er under 80%, mislykkes du, og du må prøve igjen. Du har ubegrensede forsøk, og e-læringsplattformen beholder den høyeste karakteren din. Klikk på "Forsøk igjen"-knappen hvis du vil prøve igjen.

ISSA project - Internationalization for Social and Innovative Start Up's and Entrepreneurs

Self Evaluation Quiz

Self Evaluation Quiz

To attempt this quiz you need to know the quiz password

Grading method: Highest grade

Attempts: 61

Summary of your previous attempts

Attempt	State	Grade / 10.00	Review	Feedback
1	Finished Submitted Monday, 18 January 2021, 10:56 AM	4.00	Review	FAIL!
2	Finished Submitted Monday, 18 January 2021, 10:58 AM	9.00	Review	PASS!

Highest grade: 9.00 / 10.00.

Overall feedback

PASS!



Bilde 28: Karakter på quizen og "Forsøk igjen"-knappen.