Language Course
User Guide
for Erasmus+ OLS Mobility
# Participants

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1. Introduction

Welcome to the Online Linguistic Support website for the Erasmus+ OLS programme, which includes online language courses for Higher Education students, trainees, European Voluntary Service (EVS) volunteers and Vocational Education and Training (VET) students who benefit from a long-term mobility activity!

This user guide is designed to help you get started on your training quickly and efficiently.

2. Access and Connection to the Erasmus+ OLS Website

After completing your first language assessment, you will receive an invitation by email to sign up for an online language course, if a language course licence has been assigned to you by your sending institution/coordinating organisation. From this point onwards, you will be able to access the course by logging on to the Erasmus+ OLS website with the same login credentials you used for the language assessment.
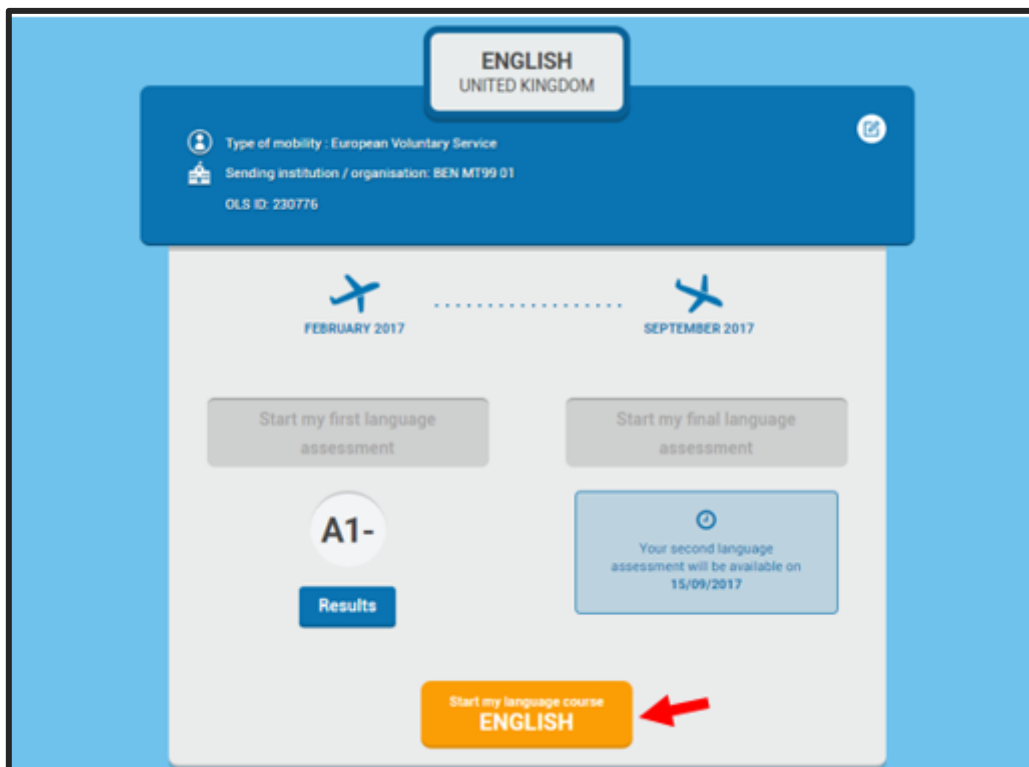

Please note: In the context of multiple mobilities, you may have already obtained a language course licence. If you receive additional access to a language course in connection with your new mobility and the same learning language, your progress is recorded and your access period will be extended to your new mobility dates.

3. My OLS Language Course

3.1. Creating My Learning Path

When you first access the **Erasmus+ OLS** website, you will be asked a series of questions designed to help create a personalised learning path for you. This step, in addition to the results from your first language assessment, determines the information that appears on your home page and the way you navigate the activities on the site.

However, this is not compulsory, and if you decide to start your language course without completing the needs analysis, you can go back to do it later.
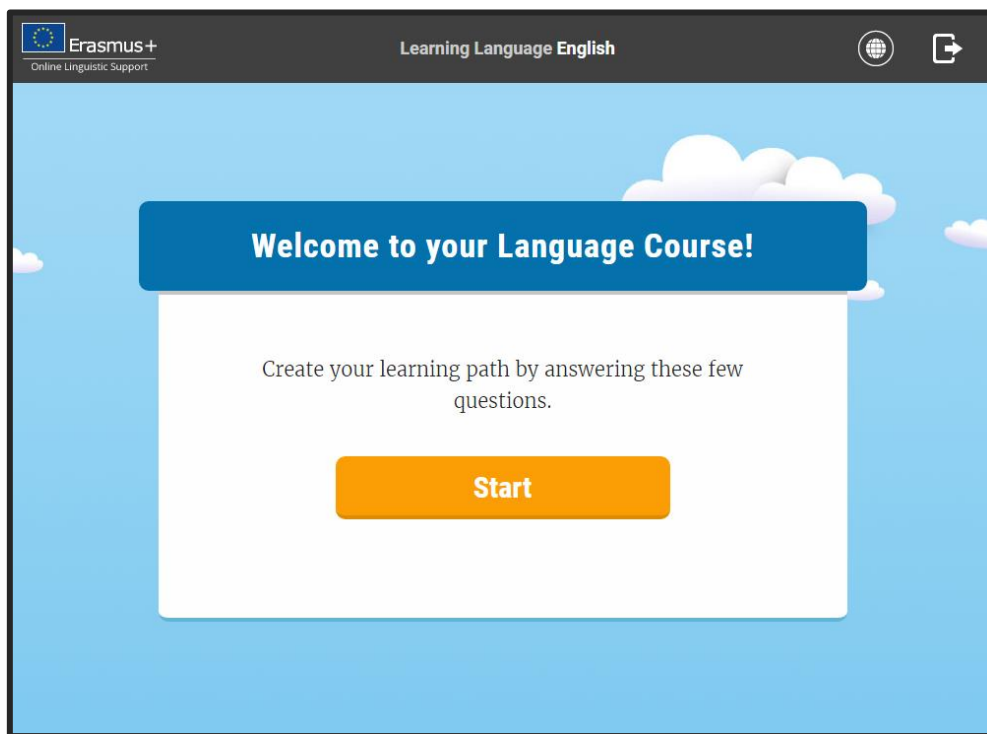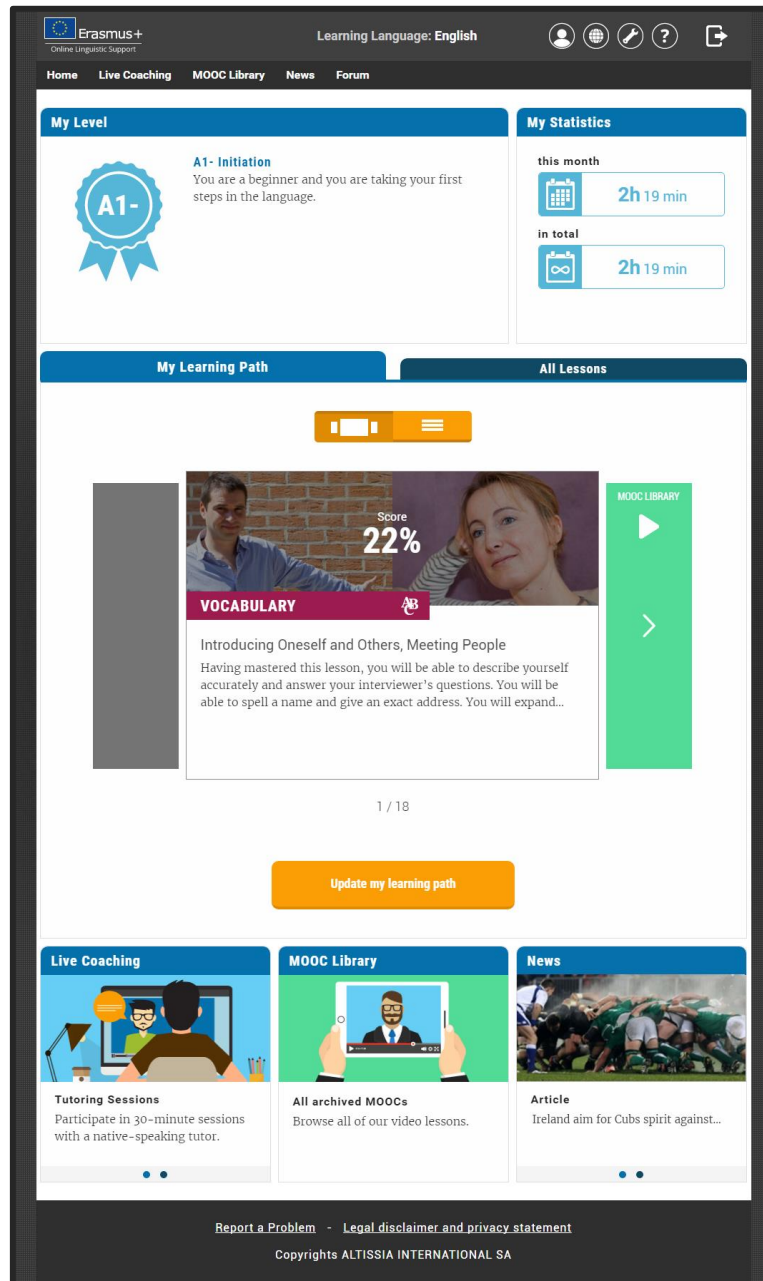

Please note: **If you participate in an OLS language course in the local language, you will be asked to provide a self-assessment of your acquired level in this language, as you will have taken the first language assessment in another language**

3.2. Navigating Through My Lessons

On the Erasmus+ OLS Language Course home page, you can access study activities and other tools, such as your profile, history, scores and help options.

You will also be able to view your learning path here.

Please note: Some features on the platform are only available in certain learning languages, so the home page may vary from one language course to another. To familiarise yourself with the study activities that your particular language course gives you access to, please refer to the following document.

3.2.1. My Personalised Learning Path

Your home page shows the results of your first language assessment or that of your own self-assessment, and it will suggest the first activity to start your personalised learning path. This learning path is personalised to your needs and interests, and will guide you through your language course. Updating your learning path at any time will refresh your content, offering you new content to discover.

The home page is, by default, activated to show you the **'My Learning Path'** tab. Within this tab, there are two possible display options: the first is a horizontal display in which you can click right or left to navigate, and the second is a list display which shows all your activities in a list format.
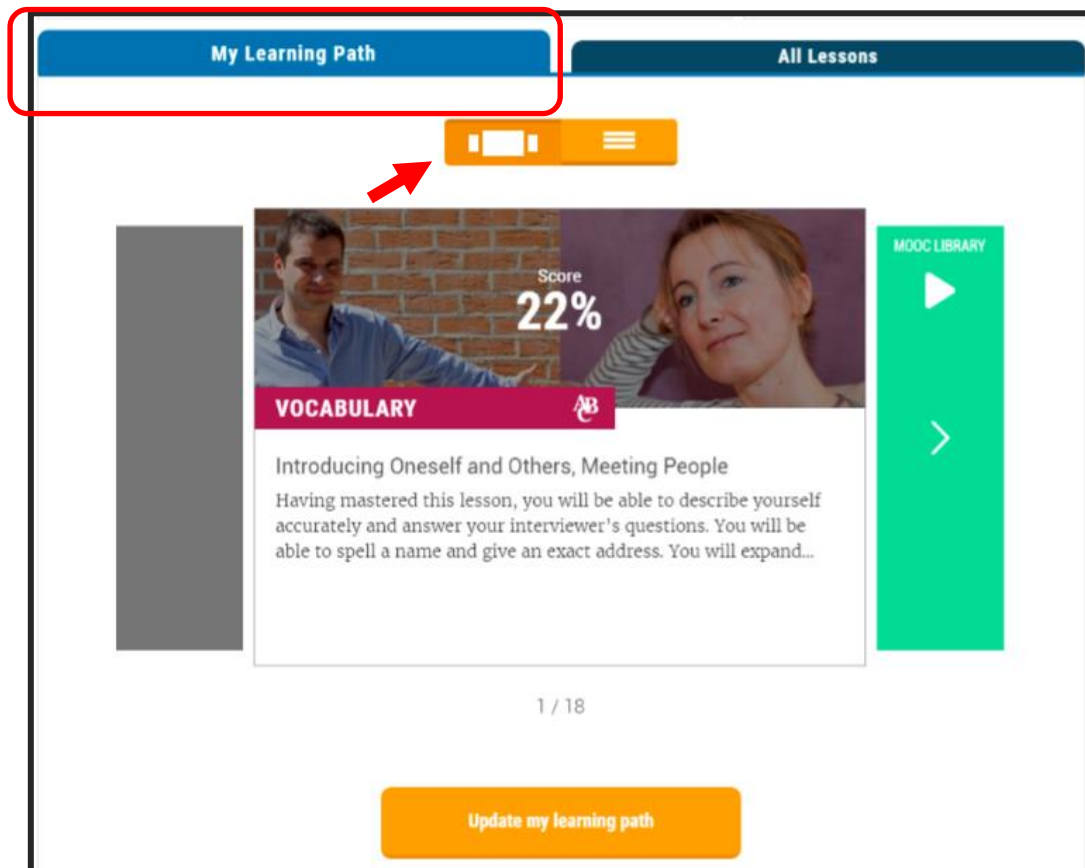
3.2.2.   All Lessons (free navigation)

The '**All Lessons'** tab gives you direct access to all of the learning resources available on the Erasmus+ OLS website.

If you chose not to respond to the needs analysis on your first connection, your home page will always display, by default, the 'All Lessons' tab. You are, therefore, completely free to choose the self-study modules you prefer, and you can choose to navigate freely on the platform.
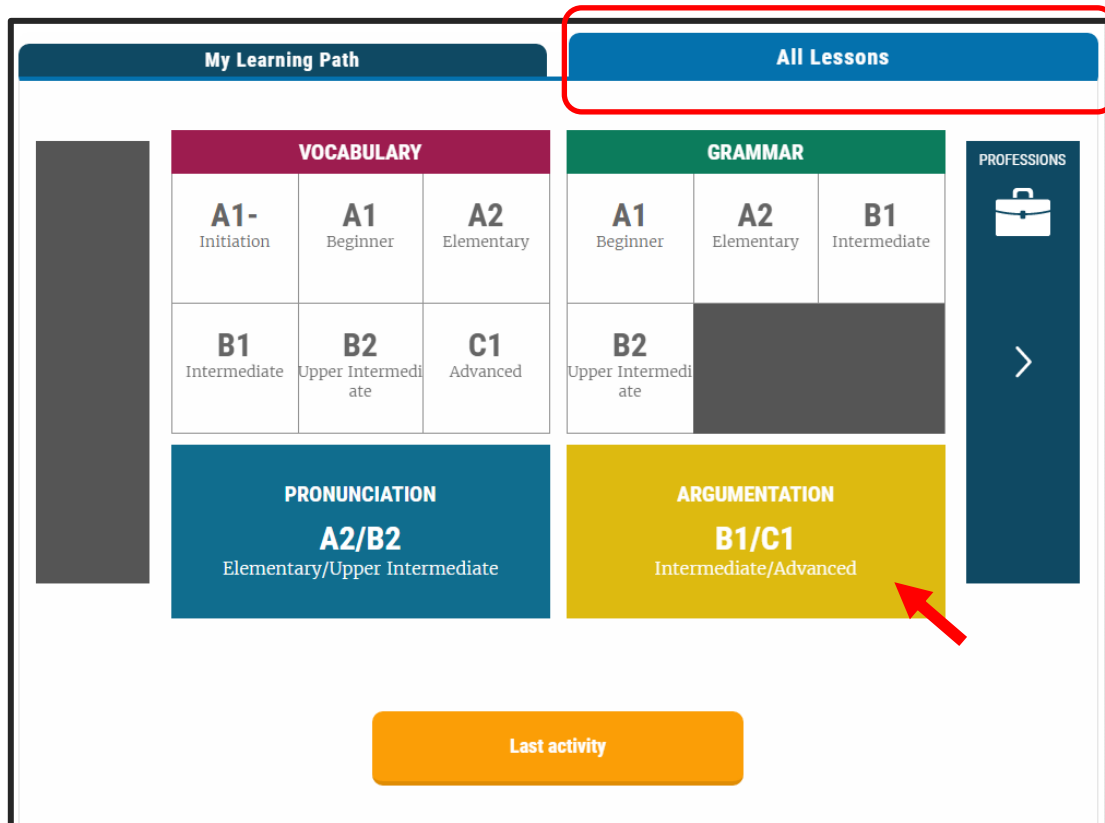
3.3. Available Activities

Depending on your learning language, up to five types of activity are available to you. You can freely browse from one to another depending on your objectives and your level.
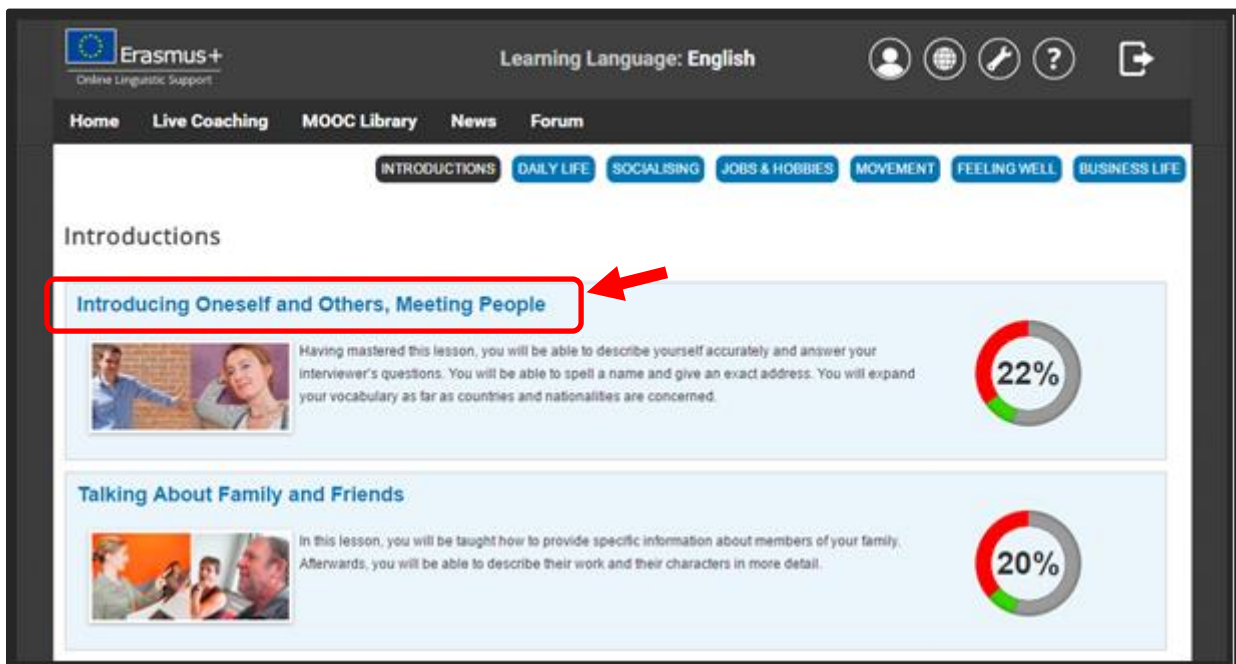
- The "My Learning Path" and "All Lessons" tabs provide access to the **self-study modules**.
- The "**Live Coaching**" feature enables access to two types of activity: tutoring sessions and MOOCs.
- The **MOOC library** enables a free access to all MOOC sessions which have already been broadcasted live.
- The "**Forum**" is a place for communicative exchanges with other participants.
- The "**News**" section features videos and articles.

3.3.1. Language Course modules

3.3.1.1. "Vocabulary" Module

A. Studying a Lesson

To choose a lesson, click on its title or image. A pie chart will either turn green and/or red, depending on the number of activities you complete and the results of your summary test.
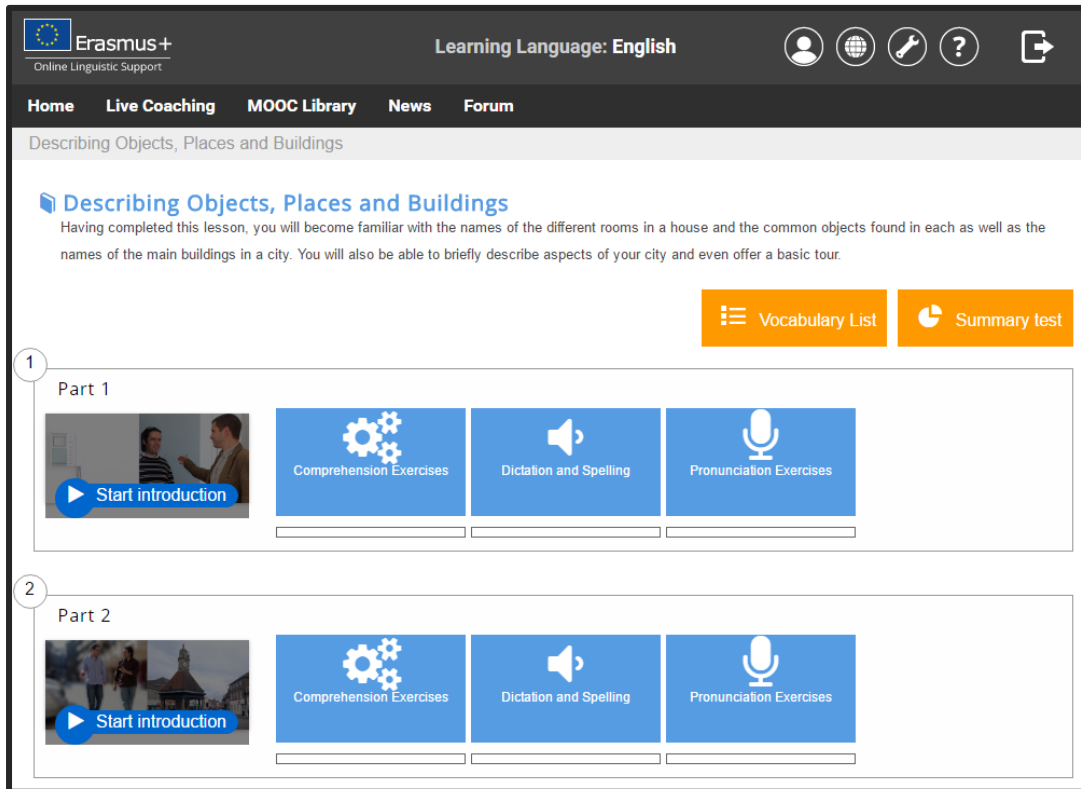
B. How it Works

When you click on a theme, you will see an animation in which key words and expressions have been highlighted. Each animation is made up of a group of exercises that allow for quick revision and practice of the target vocabulary.
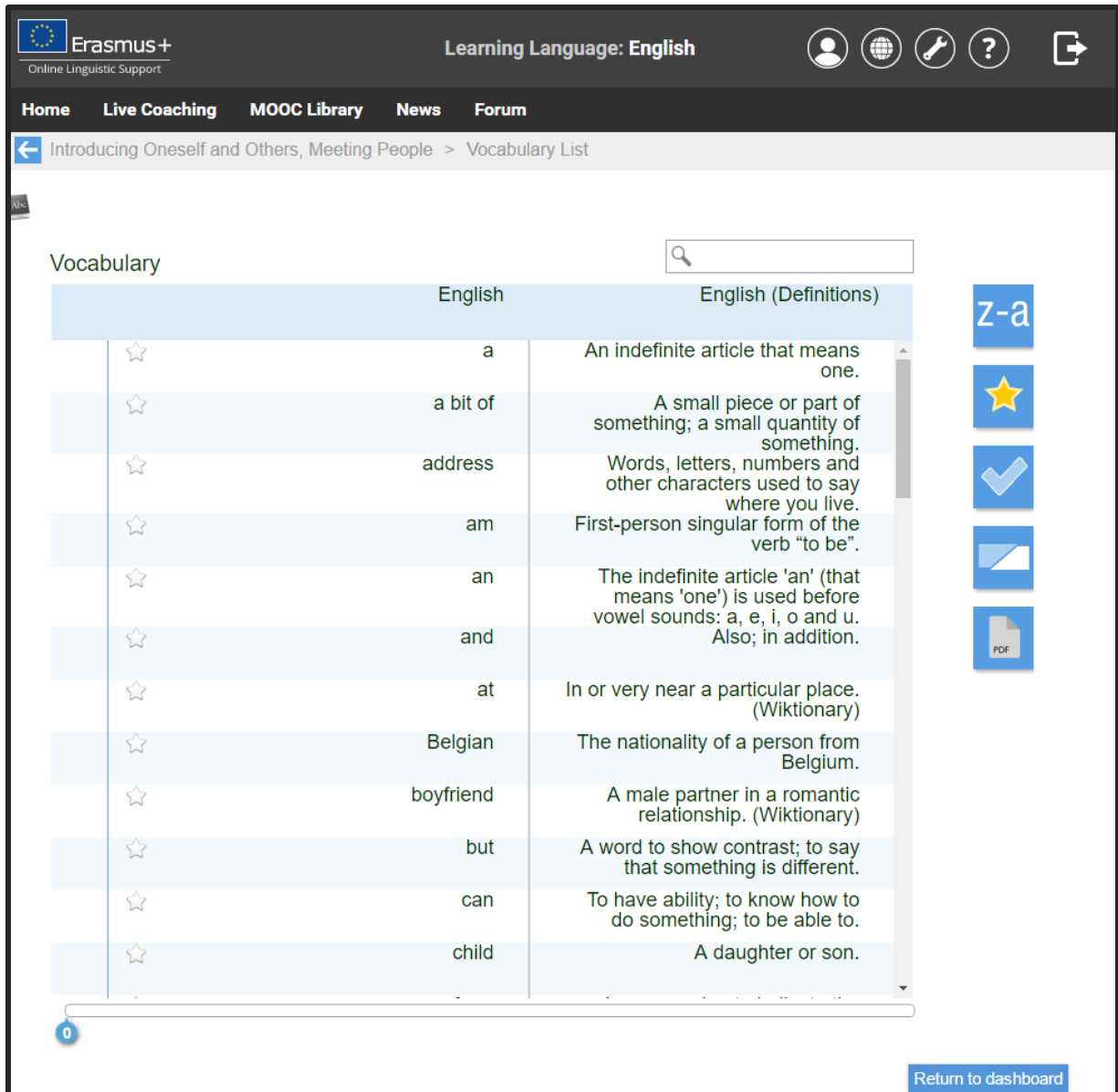

For each animation, three exercises are recommended:

- The "**comprehension exercises**", centred on the understanding and use of vocabulary presented in the animations,
- The "**Dictation and spelling**" exercises, centred on the spelling of key words in the animations, and
- The "**Pronunciation exercises**", which help you correctly pronounce the words and sentences you have learnt. These exercises require the use of earphones equipped with a microphone. It is advised that microphone settings be adjusted for best results.

C. How to Use the Vocabulary List

The "**Vocabulary List**" tab gives you access to the vocabulary seen in the lesson. It includes words and phrases that you will have become familiar with during the comprehension, dictation and pronunciation exercises.
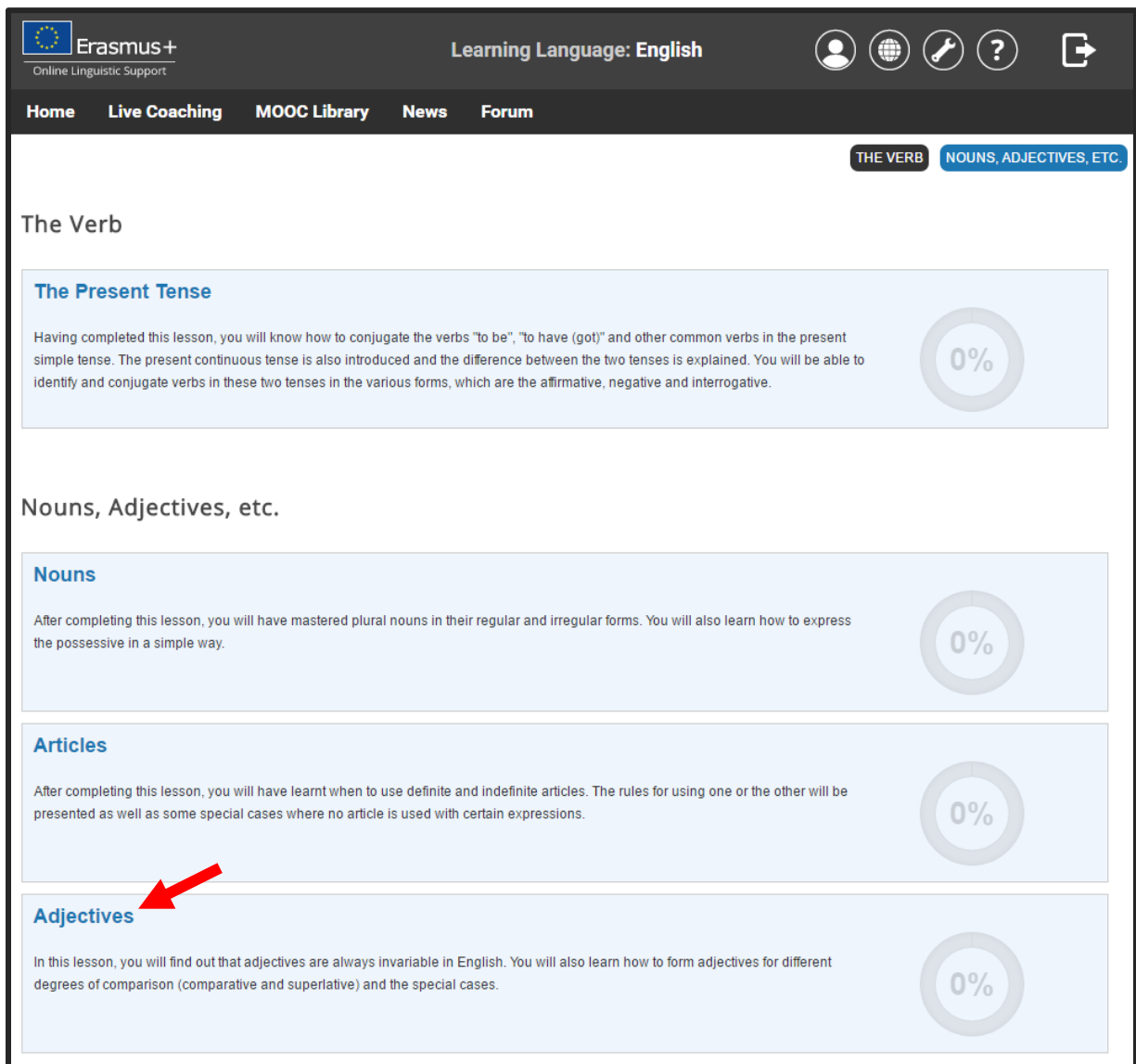
D. Summary Test

The summary test is centred on vocabulary you will have come across during the lesson. The objective is to ensure that you have acquired this key vocabulary during the lesson. At the end of the test, you will get your score as well as the corrections. You will be able to revise the summary test or learn unfamiliar words through repetition in order to memorise them. After completing the summary test, you can go back over the vocabulary list of the lesson you have been tested on. You will notice that a "v" is inserted next to words you transcribed correctly during the test and an "X" next to words you had difficulty with.

3.3.1.2. "Grammar" Module

A. Studying a Lesson

To choose a specific lesson, click on its title or image. Depending on your learning language, several categories are available, such as verbs, determiners, word order, etc. Each category consists of several themes. Select a theme and then start the lesson by clicking on its title.
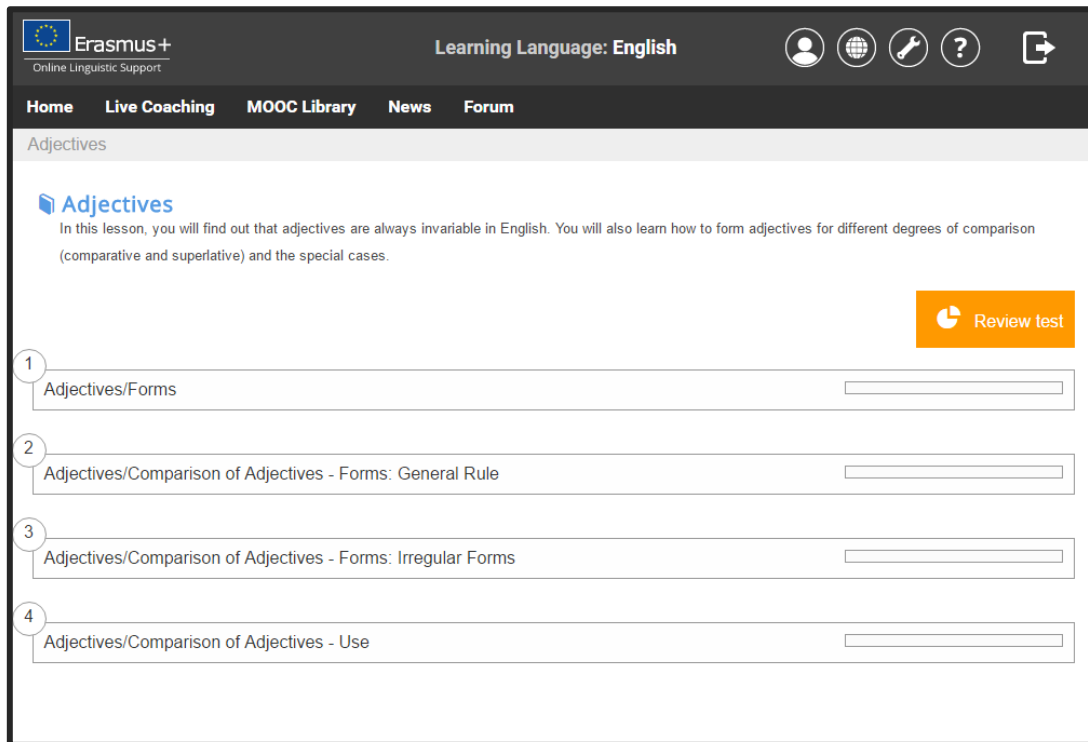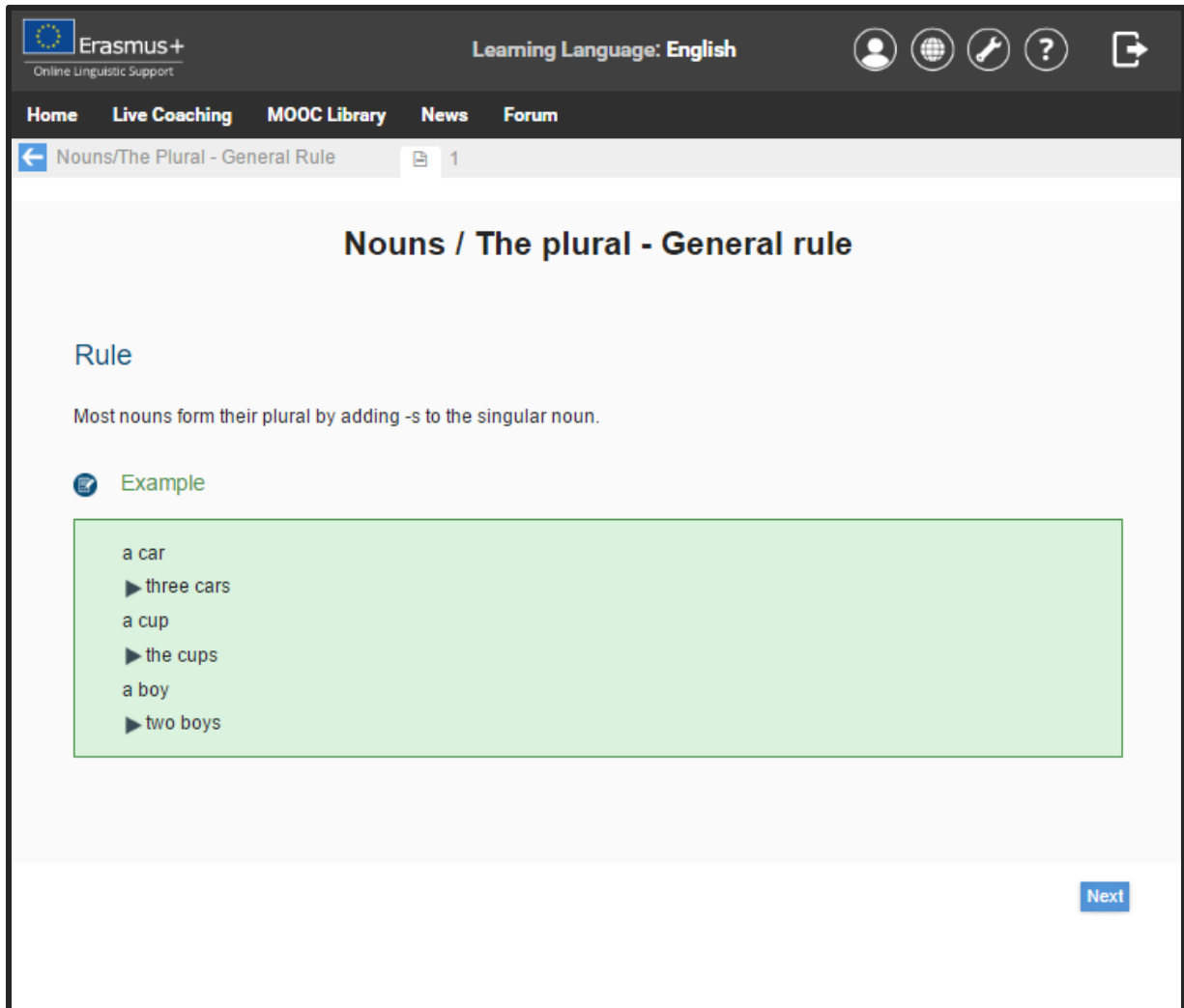
B. Grammar Rules and Exercises

Click on the title of a section to access to it. The grammar rule for this lesson will then be displayed. Each grammar rule is accompanied by exercises that you can attempt by clicking on the numbers that appear in the menu bar.

3.3.1.3. "Pronunciation" Module (exclusively for the English course)

The "Pronunciation" module enables you to improve your speaking skills, including the pronunciation of English vowels, consonants and diphthongs. Each sound comes with an example as well as its phonetic transcription. It is advised that you watch the video and try to emulate these sounds and words.

3.3.1.4. "Argumentation" Module
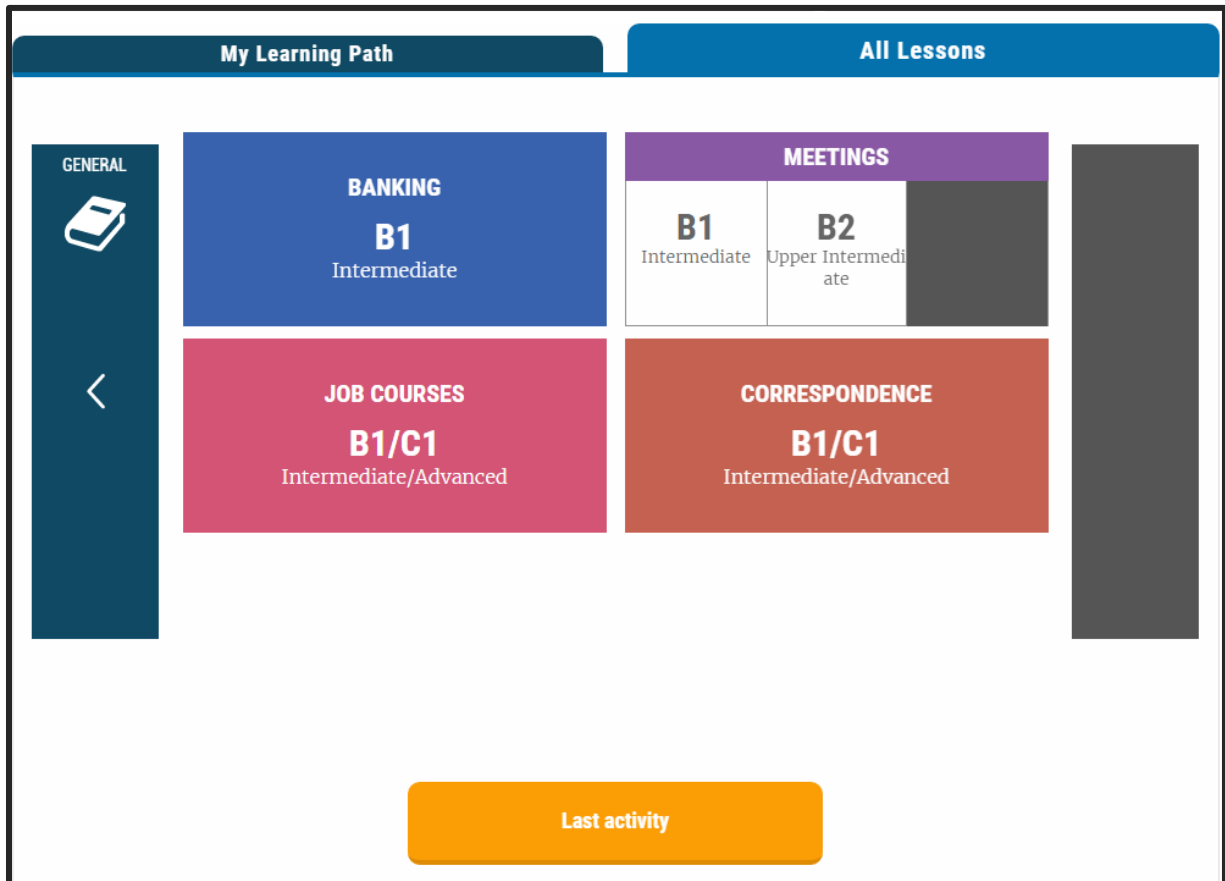
The "**Argumentation**" module is a course designed to train you in articulating your ideas and supporting arguments. It is based on real life examples, enabling you to study commonly used expressions on topics such as work, marriage, politics, entertainment, etc. This module is exclusively available from the B1 (intermediate) level up to the C1 (advanced) level.

Recommendations:

- **Watch the video**: Immerse yourself in the language and choose to work on it, with or without subtitles. Click on words to display the meanings of new expressions in the animation.

- **Expand your vocabulary**: The "Vocabulary List" provides a list of key words as well as their definitions, allowing you to expand your knowledge of the language.

- **Check your understanding**: Test your new knowledge by trying out the comprehension and vocabulary exercises.

- **Give an opinion on the theme in question**: The "Follow-Up" section is designed for teachers and groups of learners in order to stimulate debates and the exchange of ideas.

3.3.1.5.   "Professions" Module

The "**Professions**" module is intended for participants who obtained a minimum B1 level in the initial language assessment. It provides more specialised themes, directly concerned with professional industries or with their context. Be it "**Banking**", "**Job courses**", "**Correspondence**" or "**Meetings**"; vocabulary and activities within these modules have been purposefully adapted for the professional world.

Each lesson is accompanied by comprehension exercises, dictation and spelling exercises. This section is conceptualised using the same structure as the aforementioned "vocabulary" module which is explained above.

3.3.2. Live Coaching

"**Live Coaching**" is an activity composed of 2 modules and is accessible from your home page:

- The **MOOCs** are educational, interactive videos designed by native-speaking tutors of the language. During the lesson you have the option to chat with your tutor as well as with the other participants.
- The *tutoring sessions* are private online lessons. An experienced tutor (and native-speaker) is in charge of each session. You can interact with the tutor and with the other participants (maximum six participants).
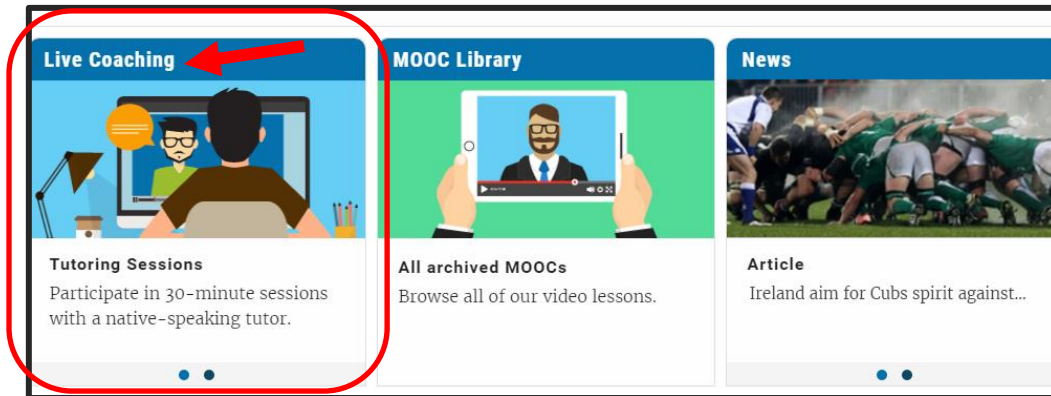
On your live coaching dashboard, you will be able to see all scheduled tutoring sessions and MOOCs.

Once you have found a session that you are interested in, click on "Register".

The classroom will open 10 minutes prior to the start of the session. To enter the class, click on "**Access to classroom**."

3.3.2.1.   Live MOOCs

Each session is centred on a specific topic. The topics and levels of the sessions will be displayed every week on the dashboard. Sessions are offered on an alternating basis for levels A, B and C.

You can participate in as many MOOCs as you like, if you are registered. No tokens are required to register for the MOOCs.


During the MOOC, you will have the opportunity to chat with your tutor and with other participants; for instance, to ask for an explanation of a particular theme or phrase.

3.3.2.2. Tutoring sessions

The tutoring sessions enable interaction with a tutor and with other participants. Share your experiences and benefit from individual feedback during a lesson, with up to a maximum of six participants! During these sessions, you can participate in games, debates, role plays, challenging exercises and more. These activities will help to improve your pronunciation, vocabulary and develop your confidence in speaking.

You have a choice between the following sessions:

- **Theme-based sessions**: the tutor chooses the theme of the session; and
- **Open–topic sessions**: the participants choose the theme of the session at the start of the class.
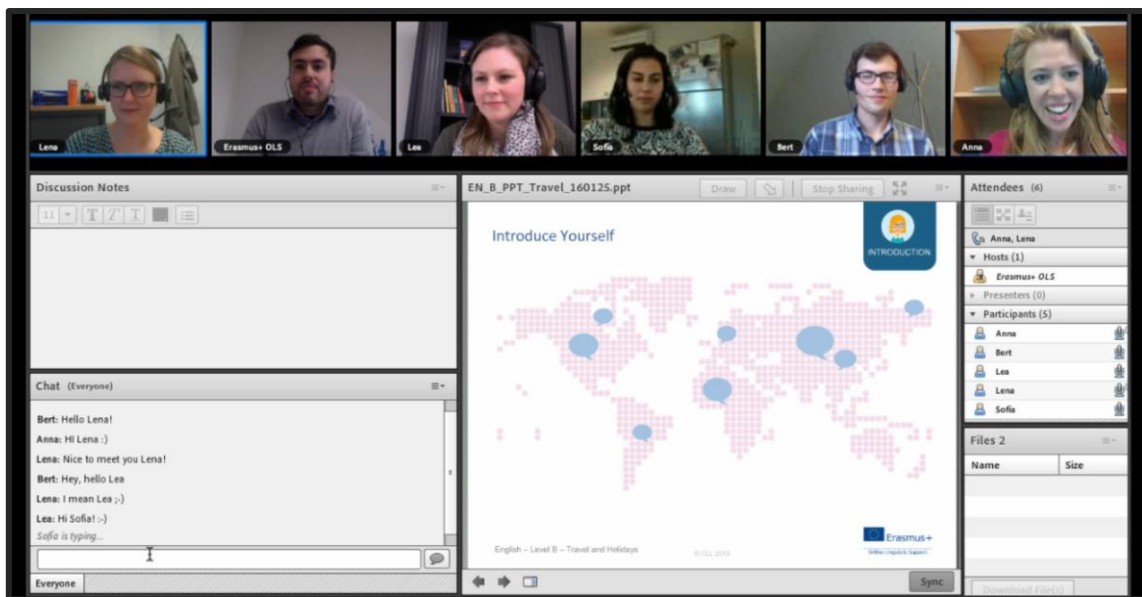
3.3.2.3. Organisation and Registration

A. Tokens

The tutoring sessions last 30 minutes each and can host up to a maximum of six participants. You will need one token for one 30-minute tutoring session. The number of tokens you will be assigned is proportional to the number of weeks of your mobility period. Two weeks of mobility will grant you the right to one token, to be used in any way you like.

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token(s)

Please note that in order to fully benefit from the tutoring sessions, **you must have a headset, microphone and webcam**.

When you join the session, your webcam and microphone are disabled by default. Activate them by clicking the corresponding buttons on the top left side of the screen. After you enable the webcam, do not forget to click "*Enable Sharing*". Your tutor will check that you can be seen and heard in the tutoring session. If this is not the case, it is possible to attend the class but you will not be able to actively participate.

B. Registration

The sessions are categorised by language and level (A, B and C) and offered between 09:00 and 16:00 (UTC + 1; UTC + 2 Central European summer time). You must register at least 24 hours prior to a session.

The number of participants in a tutoring session is limited to six. You can always check your dashboard to see if there are still places available for the themed session you are interested in attending.

C. Equipment

Please note that to benefit fully from the tutoring sessions, headphones with a microphone and a webcam are essential.

3.3.3.   MOOC Library

You will be able to view previously recorded MOOCs by going to the "MOOC Library" option. They are categorised by level, from level A to level C. You can watch them as often as you like.
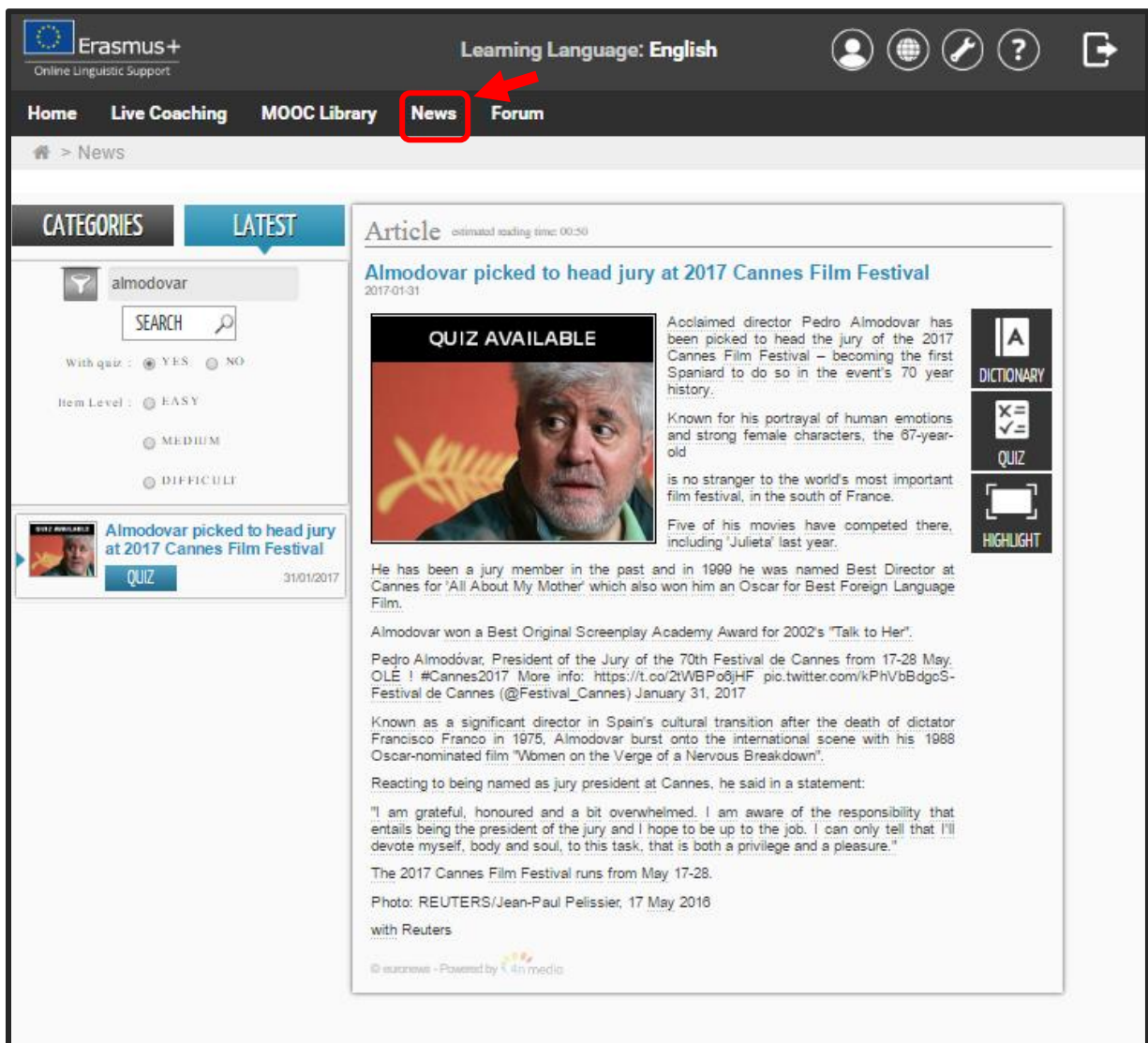
3.3.4.   Forum

The "**Forum**", which is accessible from your home page, is a space for the exchange of ideas with other participants and a tutor, in your mobility language. You can share your knowledge, help each other and propose new topics for debate. To ensure that the entire Erasmus+ OLS community can benefit from your questions and responses, we ask you to submit your questions in your learning language (or in English for a level A speaker).

3.3.5.   News

The "**News**" module enables you to develop your comprehension skills by following the international news. New articles and videos are posted on a regular basis to enhance the database.

Browse these articles and click on underlined words for a definition and translation. The "**Quiz**" option enables you to test yourself on the article; to check you have understood it.

Videos are available with subtitles in your learning language. Click on the words of the subtitles for their meaning. Some videos also come with a quiz.

3.4.   Interface Language

If you want to view the OLS website in another language, you can change the interface language by clicking on the drop-down menu at the top of the page.

3.5.   Help

From your home page, you can access help features that will give you detailed information about the platform. We recommend that you take advantage of the guided tour which presents all the various features of the OLS language courses.

You are also able to control your history and closely follow your progress in the different lessons, view your statistics and, of course, edit your profile.

4. Record of Participation for the Language Courses

The moment your access period to an OLS language course expires, you will receive an email containing a PDF file with your record of participation as proof that you have completed an OLS language course. Alternatively, you may download it from the Welcome page of the OLS platform by clicking on "Record of Participation" at the top of the page. This record will display the number of hours you have spent on your Erasmus+ OLS language course. Please note that only fully completed hours are recorded on the OLS platform.

We hope you have a successful learning experience with your Erasmus+ OLS language course!