



**Edu4U.today**

- learn anywhere - anytime - any device -

# EDU4U.TODAY USER MANUAL

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Multi Award  
Winning



Listed As A Proven  
Capacity Building Platform



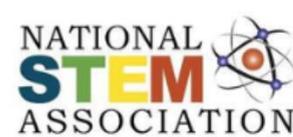
Powering United Nations  
Sustainable Dev. Goals



Partner2Connect  
Empowering  
Communities



Industry Expert



Listed in their  
Digital Directory



Global Pioneer in Mobile Learning

# Introduction

Welcome to **Edu4u.today**, your one-stop platform for upskilling and reskilling through online courses, videos, e-books, and more.

This manual will guide you through every feature, ensuring a smooth and enriching learning experience.

# Getting Started

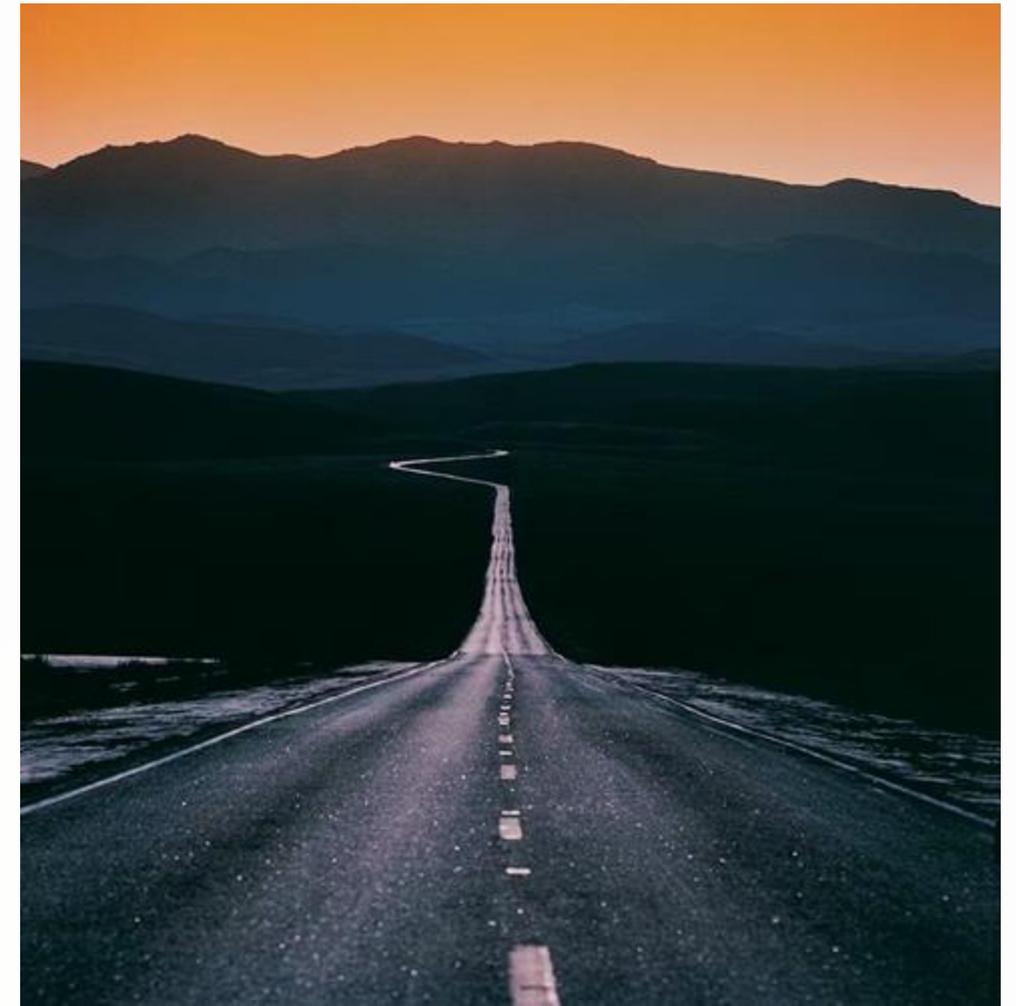
## A. System Requirements

Ensure your device meets the following:

- Internet: A stable connection.
- Browser: Updated versions of Chrome, Firefox, Safari, etc.
- Device: PC, laptop, tablet, or smartphone.

## B. Creating an Account (Individual)

1. Sign Up: Click on the **Sign Up** button.
2. Enter Your Details: Fill in your name, email, password, and any other required fields.
3. Payment: Complete the payment process.
4. Confirmation: A welcome message and confirmation email will be sent. Tip: If you don't receive the email, check your spam folder or contact support.



# Logging In

## C. Logging In (Individual / Corporate Users)

1. Visit: Go to [www.Edu4u.today](http://www.Edu4u.today).
2. Enter Credentials:
  - User ID: Your email address.
  - Password: The password you set during registration (or as provided by your organization).
3. Login: Click the **Login** button.

**WELCOME**

We are happy you took some time to do some learning today, welcome back!

Like Warren Buffet said,

*“The best investment you can make, is an investment in yourself, the more you learn, the more you'll earn”.*

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**Login to your account**

Email Address

Password

Remember me

[Forgot Password?](#)

# Navigating the Dashboard

After logging in, you'll be directed to the Welcome Page:

## Start Learning

Click the **START LEARNING** button located at the top right.

## Explore Channels

You'll see various Learning Channels with online courses, e-books, videos, and journals.

## Select a Channel

Click the channel that interests you to start exploring its content.

*Visual Tip:* Look out for on-screen cues and icons that indicate different learning methods.

# Choosing Your Learning Path

Select a channel and method that fits your preferred learning style:



## Learning Options

Edu4u.today offers multiple ways to learn based on your preferences and needs. **You can choose from structured courses, video lessons, e-books, or interactive exercises.** Each method provides a unique approach to help you master new skills and knowledge.

# Courses

## A. Courses

### 1. Start the Course:

- Select the course you wish to take.
- Review the modules to understand the course structure.
- Register for the course to access materials.
- **LIVE Courses:** Follow the provided schedule.
- **SELF-PACED Courses:** Learn at your own speed.

### 2. Complete Modules and Assessments:

- Complete all modules and assessments.
- Score **80% or above** to qualify for a certificate.
- If you score below 80%, you can retake the course until you meet the threshold.

### 3. Certificates & Achievements:

- A fee may be required by the issuing body to receive a certificate.
- Alternatively, an official congratulatory email serves as evidence of course completion.



# Other Learning Methods



## Watching Videos

1. Select the Channel: Choose the channel dedicated to videos.
2. Choose a Video: Browse and select a video.
3. Play: Click the **Play** button to start watching.



## E-Books

1. Select the Channel: Navigate to the e-books section.
2. Choose a Book:
  - Some e-books are available to read online.
  - Others can be downloaded as a PDF.



## Interactive Exercises

1. Access Quizzes and Activities: Find these within courses or as separate resources.
2. Instant Feedback: Receive immediate responses to your answers to reinforce learning.

*Note:* Choose the method that best suits your learning style. You may also mix and match to get the most out of your experience.

# Communication & Support

Our support team is here to help:

## WhatsApp

Click the **CONTACT** tab to send us a quick message.

## Email

Reach out via [founders@platform.com](mailto:founders@platform.com) for more detailed queries.

## Response Times

- **During Office Hours:** Replies within 20 minutes.
- **Sundays/Public Holidays:** Replies within 24 hours.

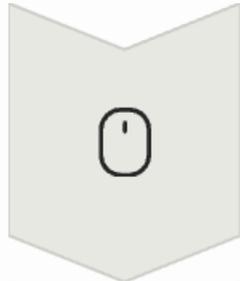
## Live Chat

(if available): Use this feature for instant assistance.



# Password Change

To update your password:



## Access Learning

Click on the **Start Learning** tab.



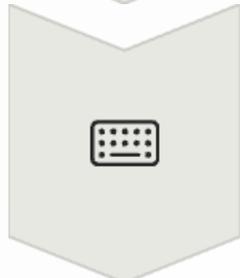
## Scroll Down

Go to the bottom left-hand side of the page.



## Select Change Password

Click the **CHANGE PASSWORD** link.

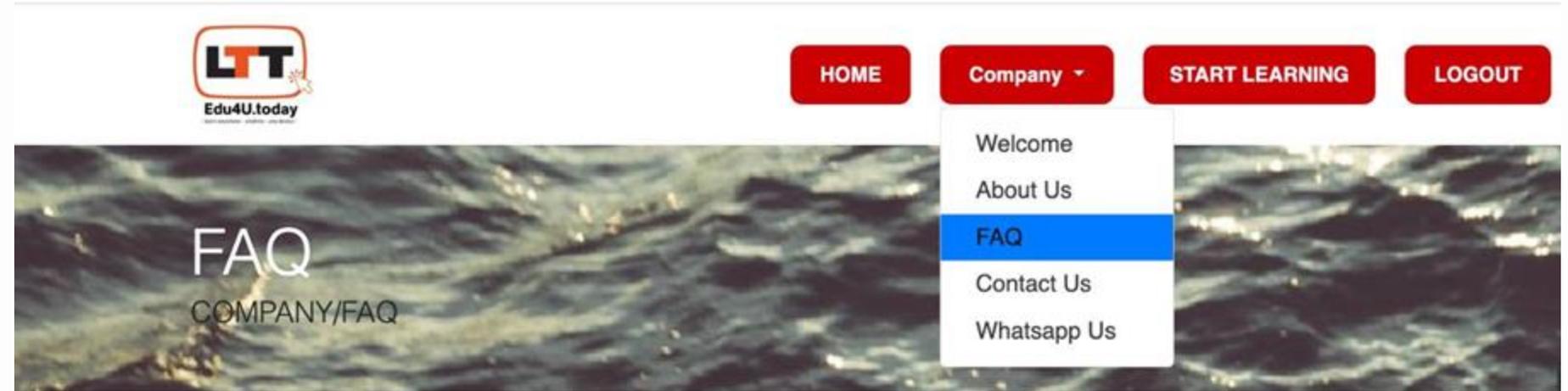


## Follow Prompts

Enter your current password and then your new password as directed.



# FAQs



Find answers to common questions about courses, enrollment, payments, and more:

## Navigate to FAQs

Click on the **COMPANY** tab in the main menu.

## Select FAQ

Browse the questions or use the search function to find answers quickly.

# Terms & Policies

Review our policies to understand your rights and the platform guidelines:



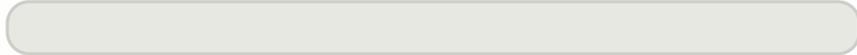
## Access Terms

Click on the **Home** tab in the main menu.



## Scroll Down

Locate the **Terms and Policies** section.



## Review

Read the Privacy Policy and Terms of Use for details on compliance, data protection, and safety.

# Quick Start Guide

For a fast overview, refer to this concise guide:



## Sign Up / Login

Steps to create an account and log in.



## Dashboard Overview

Key elements to get you started quickly.



## Starting a Course

Basic instructions to begin your first course.



## Contact Support

How to reach out if you need help.

This guide can also be offered as a downloadable PDF for offline reference.

# Troubleshooting

If you encounter issues, try the following steps:

## Account Confirmation

Verify your email; if you haven't received a confirmation, check your spam folder or contact support.

## Payment Issues

Double-check your payment details. For persistent problems, reach out to billing support.

## Navigation Problems

Refresh your browser, clear the cache, or try a different browser.



# General Support

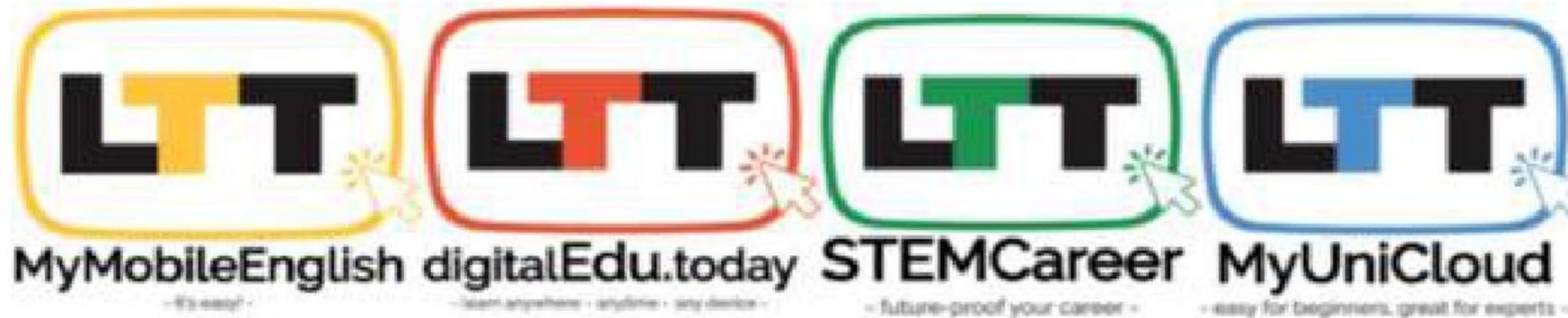
Refer to the Communication & Support section or consult the FAQs.



## We're Here To Help

Our dedicated support team is committed to ensuring your learning experience is smooth and productive. Whether you have questions about course content, technical issues, or account management, we're ready to assist you through multiple channels.

Remember that most common issues can be resolved by checking our comprehensive FAQs section, but don't hesitate to reach out directly if you need personalized assistance.



Interested to Know More:

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