

NEW HORIZONS



New Horizons Online Social Platform – A Short User guide

Introduction

As part of “New Horizons”, the project team created a career counselling programme, which focuses on the needs of long-term unemployed people with acquired disabilities. The main aim of the counselling programme is to foster self-awareness, self-confidence and self-motivation, to support the target group in identifying and grasping new opportunities for personal and professional development and to increase their employability skills.

The online social platform provides e-learning material that can enhance your professional career counselling skills when advising and supporting people with an acquired disability after an accident or illness and when they are trying to get back into the labour market.

The following guide will make you familiar with the most important step in becoming a member of the New Horizons community! To register and explore the platform follow the following steps and the **orange arrow**.

How to become part of the platform? The self-registration process

We want to make access to our platform as easy as possible, so we have created a process by which you can register yourself, allowing you to log in to the platform any time you wish.

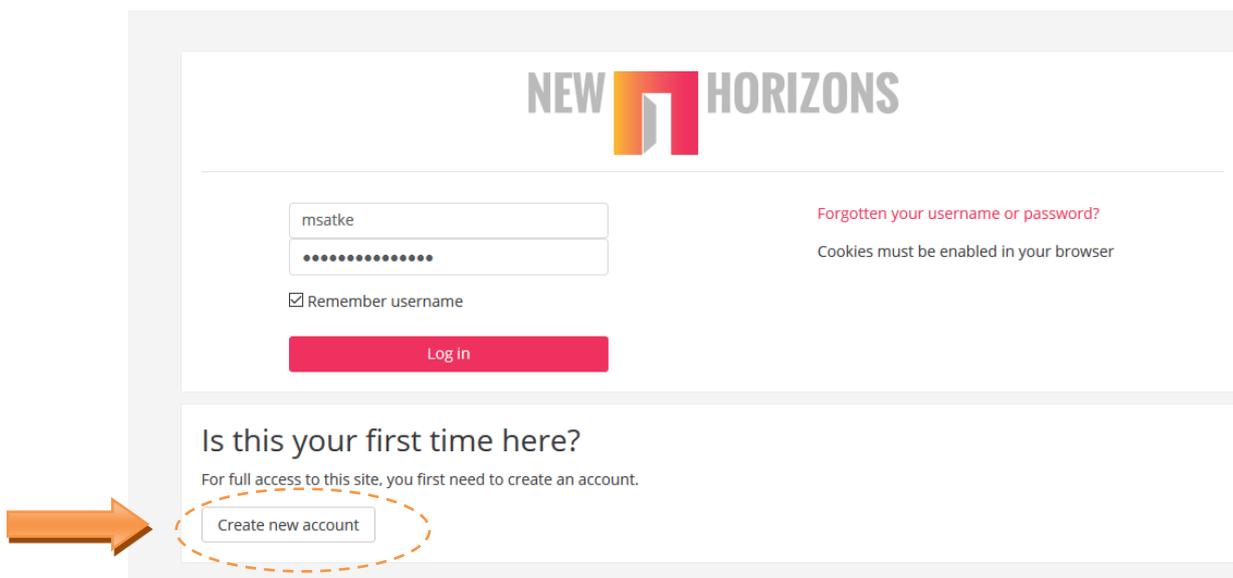
STEP #1

On the project website <https://newhorizons-eu.org/> click on Online Social Platform tab.



STEP #2

Click on "Create a new account"



STEP #3

Fill in your username/password/email address/additional information and click “create my account”

Fill in the fields bearing in mind that all cells marked with  are required. Once you have completed every field, there are two further important steps: 1. Remember your password or save it in a safe place; and 2. Click on the "Create my new account" button to finish the registration.

STEP #4

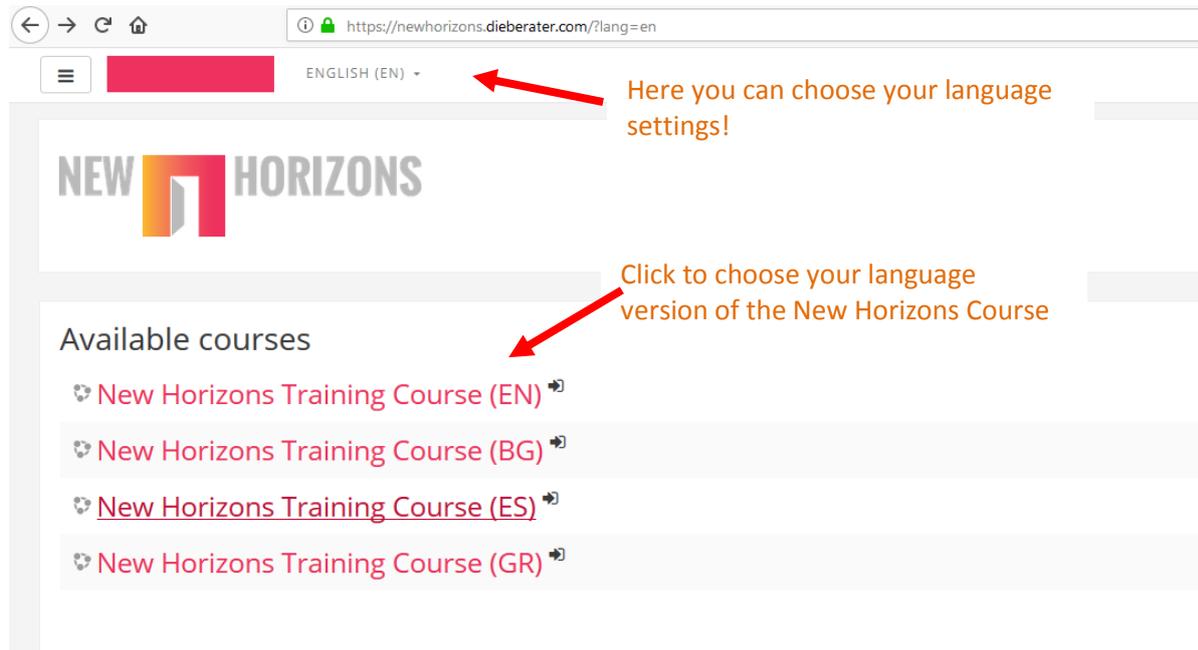
After creating a new account, you will receive a confirmation mail that is sent to the e-mail address you provided in the registration.

STEP #5

Click on the link in your confirmation email.

STEP #6

On the platform home's page, choose one of the courses

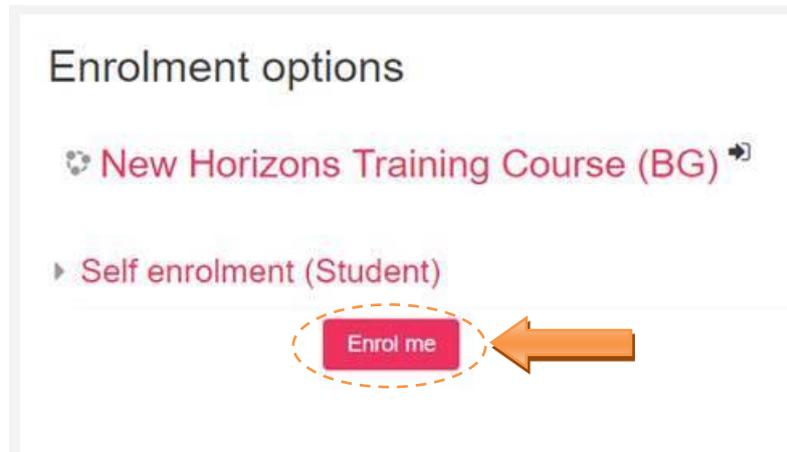


The screenshot shows the top navigation bar of the New Horizons platform. The browser address bar displays the URL <https://newhorizons.dieberater.com/?lang=en>. The navigation bar includes a menu icon, a red profile picture placeholder, and a language dropdown menu currently set to "ENGLISH (EN)". A red arrow points to this dropdown with the text "Here you can choose your language settings!". Below the navigation bar is the "NEW HORIZONS" logo. Underneath the logo is the heading "Available courses" with a red arrow pointing to it and the text "Click to choose your language version of the New Horizons Course". Below this heading is a list of four course options, each with a heart icon and a right-pointing arrow:

- [New Horizons Training Course \(EN\)](#)
- [New Horizons Training Course \(BG\)](#)
- [New Horizons Training Course \(ES\)](#)
- [New Horizons Training Course \(GR\)](#)

STEP #7

Click on "Enrol me"



The screenshot shows the "Enrolment options" section. It features a list of course options:

- [New Horizons Training Course \(BG\)](#)
- [Self enrolment \(Student\)](#)

Below the "Self enrolment (Student)" option is a red "Enrol me" button. The button is circled with a dashed orange line, and a large orange arrow points to it from the right.

The structure of the course

When you first enter the course, you will find a welcome page showing all eight modules of the course and the **Project Introduction**.

Welcome



Welcome to the New Horizons online social platform!

In this platform you will find e-learning material that focus on the development of your professional career counselling skills when advising and supporting people who have acquired disability after an accident or illness in their labour market reintegration. Seven modules provide a mixture of theoretical input, learning activities and practical tips. The additional Module 8 contains some information on a specific approach for the validation of competence development - Levels.

Browse through the Modules and experience New Horizons! Test your new knowledge by completing the quiz at the end of each Module! Join the discussion forum to share your experiences or to exchange ideas with other learners!

In case of questions or problems with the online platform, please contact the project team (m.satke@dieberater.com)

Module Overview

 Module 1 Counselling Specifics	 Module 2 Target Group Specifics	 Module 3 Personal Diagnostics	 Module 4 Labour Market and Application Strategies
 Module 5 Key Competences for Employability	 Module 6 Social Entrepreneurship	 Module 7 Digital competences for the labour market	 Module 8 for Trainers Validation of competence development "LEVELS"

Project Introduction and Forum

Click on “Welcome” in the left corner above and you will start.

Project Introduction and Forum

Project Introduction and Forum

 Project Introduction

 Discussion Forum

 Career Counseling Manual

The **project introduction** gives you an overview of the aim and activities of New Horizons

Join the **discussion Forum** to get in contact with other career counselling and training professionals

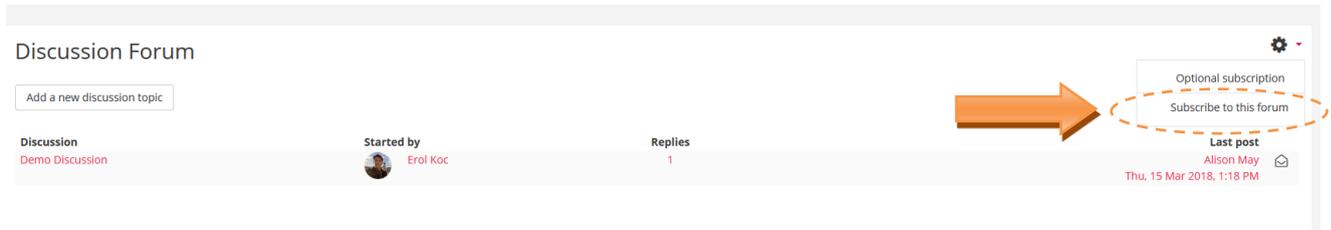
Learn about the New Horizons counselling concept in the **Career Counselling Manual**

The Discussion Forum

If you want to exchange ideas and share your experiences with other career counsellors working with people with disabilities around Europe, you can subscribe to the New Horizons Discussion forum.

New Horizons Training Course (EN)

[Dashboard](#) / [My courses](#) / [New Horizons Training Course \(EN\)](#) / [Welcome](#) / [Discussion Forum](#)



Discussion Forum

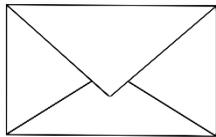
Add a new discussion topic

Discussion	Started by	Replies	Last post
Demo Discussion	 Erol Koc	1	 Alison May Thu, 15 Mar 2018, 1:18 PM

Optional subscription
Subscribe to this forum

To do so click on “Subscribe to this Forum” to receive all posts and comments.

If you add a comment, the system will give you 30 minutes until publication, so there is time to change or to modify your post.



In case you have any problems with the procedures described above – please don't hesitate to get in touch with us via [e-mail](#).