

Future English



Online Teacher Community user guide

<https://teachercommunity.english.britishcouncil.org/>

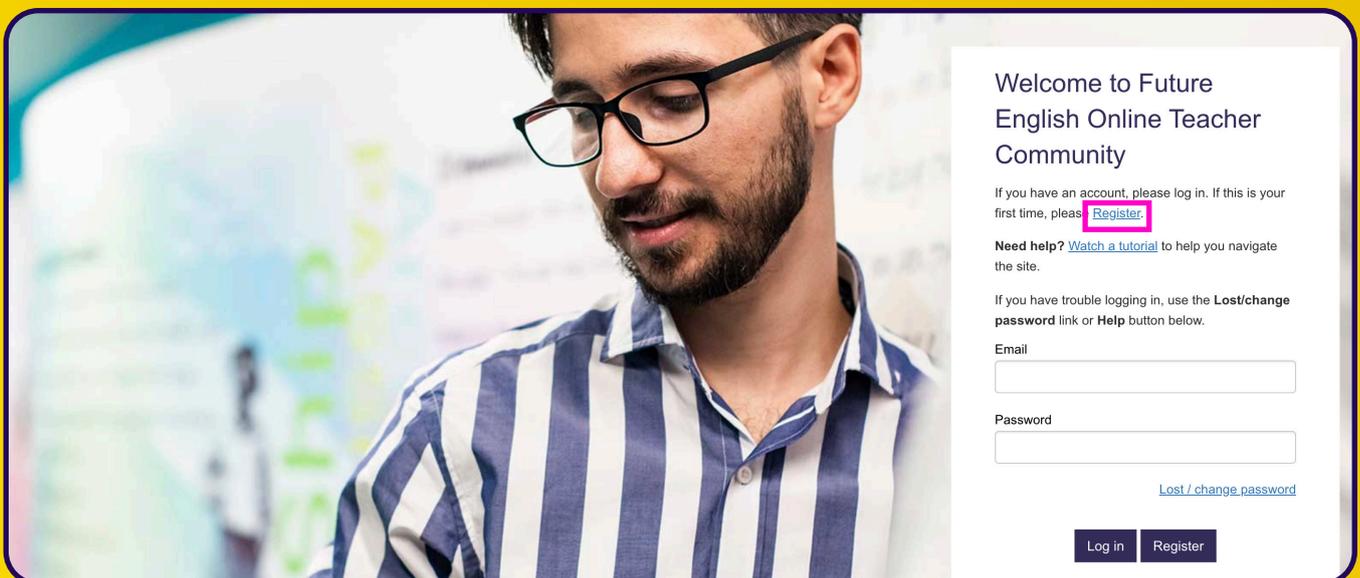


1

Registering for the site

The URL is <https://teachercommunity.english.britishcouncil.org/>

Click on “**Register**”



Under **Account Details**, fill in all the compulsory fields (*with **)

Create an account

Registration

Please, note that the Online Teacher Community will be available for teachers based in **Armenia** from May 2021.

If you have any problems registering your account, please use the **Help button** below (bottom right) and we will quickly resolve your issue.

Already have an account?

Account Details:

* First Name

Required

* Last Name

Required

Scroll down to see more fields, please fill in the **Place of work** and **District** correctly to ensure you go into the correct group.

* **Place of work**

* **Districts Kazakhstan**

Make sure you remember the password that you set as you'll need it to log in later.

You'll also need to tick the **Privacy Notice** and **"I am not a robot"** boxes towards the bottom of the page.

Privacy Notice

The British Council is the Data Controller of the information that you provide for your registration on the Future English Online Teacher Community website. This means that the British Council is responsible for determining how your information is collected and used. The legal basis for processing your data required for registration is agreement outlined in the British Council [Terms and Conditions](#) for use of any British Council Digital services.

I'm not a robot



Remember to click on **Submit**

I'm not a robot



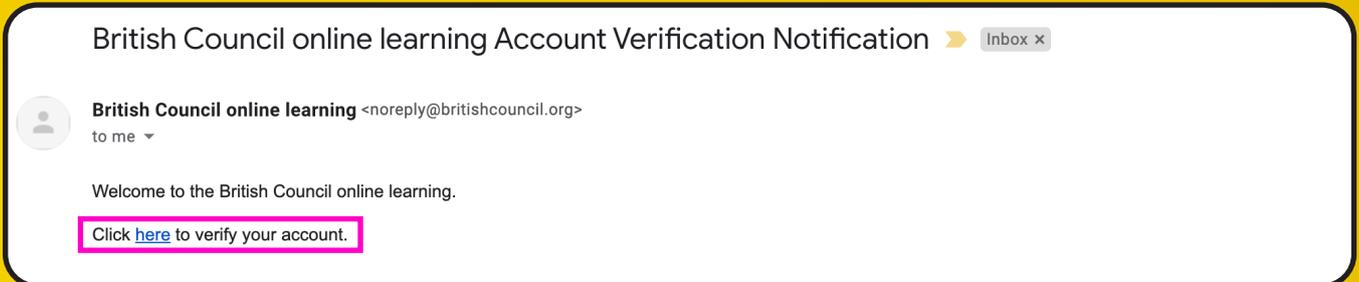
Submit

You should receive a message confirming your registration. An email will be sent to your email address asking you to verify your account.

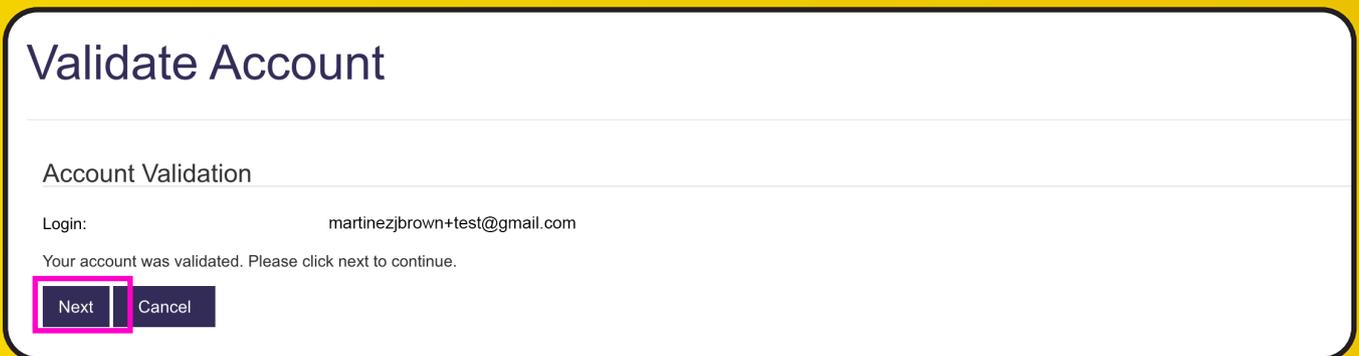
Create an account

Thank you for registering a LMS account. Please verify your email by clicking on the link provided in the registration notification you received.

Go to your emails (*you may need to check your **Spam** folder*) and open the email.
Click on the link to verify your account.

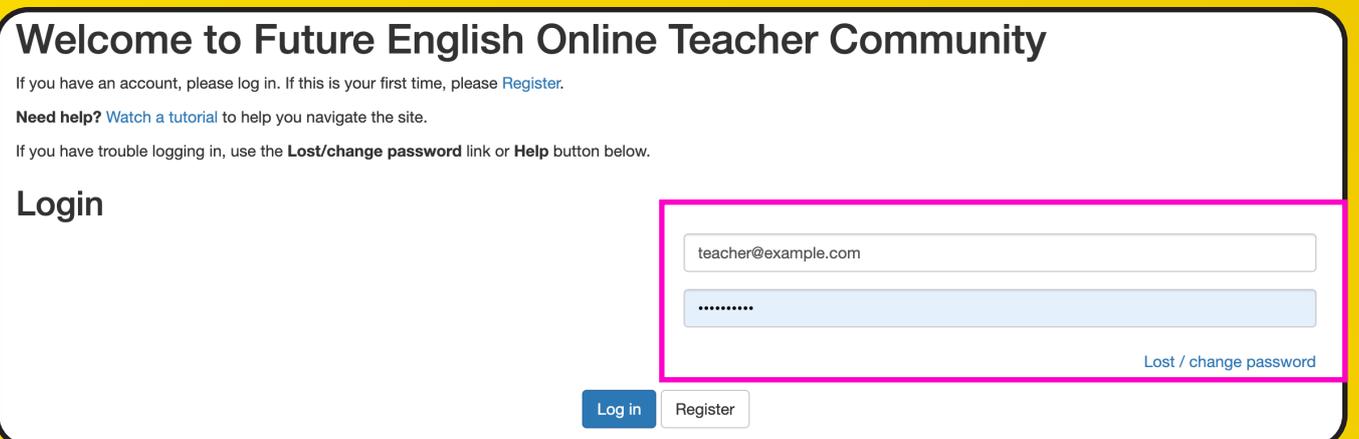


Follow the link and click on the **Next** button.



You'll now be taken to the home page where you can log in with the username and password that you set during registration.

Log into the site (*if you forget your password, please use the **lost/change password** link*).



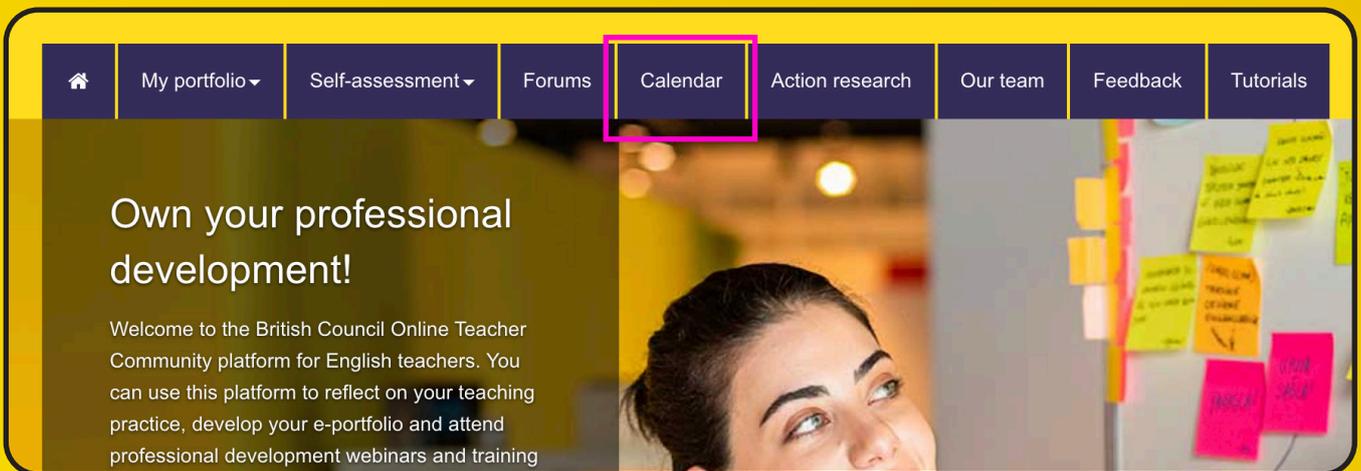
2

Signing up to a webinar

There are two ways to sign up to a webinar, via the **Calendar** or via the **My portfolio** tab.

Method 1

On the home page, click on the **Calendar** tab.



The **Calendar** shows you webinars that are available in the Online Teacher Community as well as free events on external sites.

If you see an event you're interested in, click on **Details** and it will show you how to enrol.

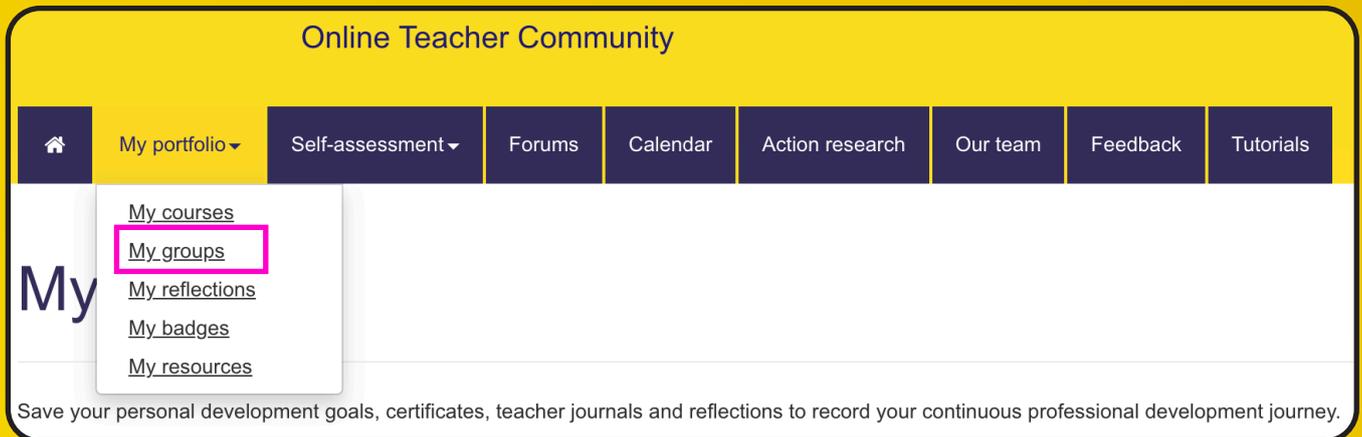
Today — 06/05/2021

Date/Time	Event	Location	
May 06 2021	Webinar: Effective Communities of Practice Starting: Webinar: Effective Communities of Practice This webinar will describe how Communities of Practice were set up in the British Council teaching centres in Spain. We will also look at the move from face-to-face to online CoPs, and explore the challenges and advantages. Finally, advice will be offered on how to measure potential impact on classroom practice.	Online	Details

Some events are on external sites so another window may open.

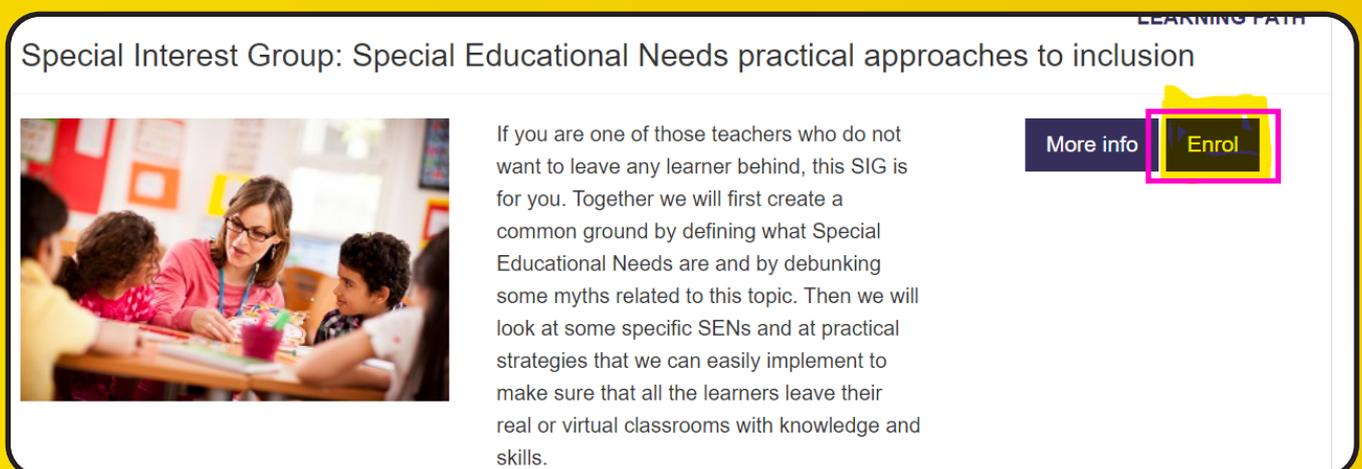
Method 2

Go to the **My portfolio** tab and then select **My groups** from the drop-down menu.



The screenshot shows the 'Online Teacher Community' navigation bar. The 'My portfolio' tab is selected, and its dropdown menu is open, showing options: 'My courses', 'My groups', 'My reflections', 'My badges', and 'My resources'. The 'My groups' option is highlighted with a pink box. Below the navigation bar, there is a text prompt: 'Save your personal development goals, certificates, teacher journals and reflections to record your continuous professional development journey.'

This page shows you all the webinars and groups that you can enrol in. When you see the webinar (or group) you want to enrol in, click on the **Enrol** button.

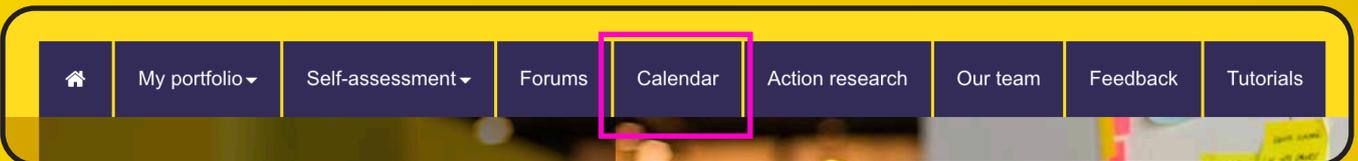


The screenshot shows a page for a 'Special Interest Group: Special Educational Needs practical approaches to inclusion'. On the left is an image of a teacher interacting with students at a table. To the right of the image is a text description: 'If you are one of those teachers who do not want to leave any learner behind, this SIG is for you. Together we will first create a common ground by defining what Special Educational Needs are and by debunking some myths related to this topic. Then we will look at some specific SENs and at practical strategies that we can easily implement to make sure that all the learners leave their real or virtual classrooms with knowledge and skills.' On the right side of the page, there are two buttons: 'More info' and 'Enrol'. The 'Enrol' button is highlighted with a pink box.

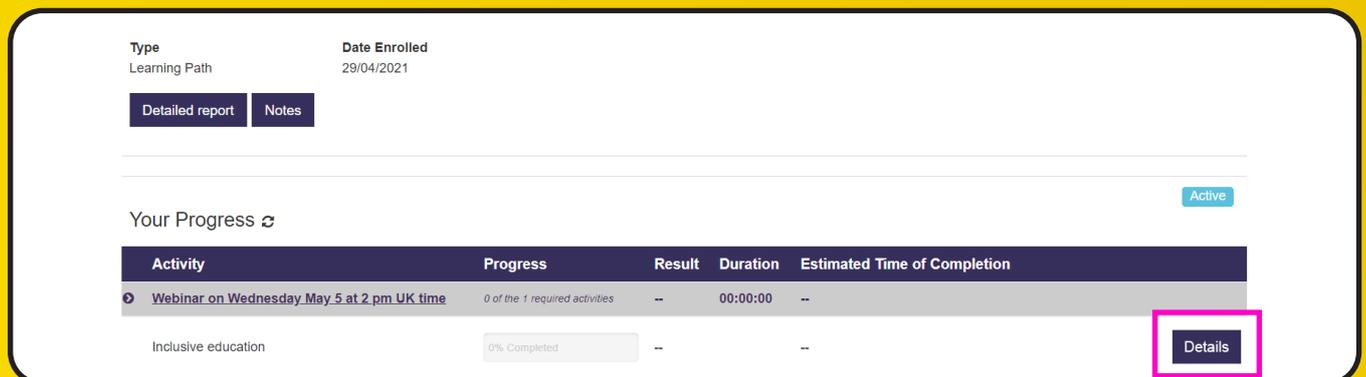
3

Entering a webinar

To find a webinar that you previously signed up to, select the **Calendar** tab



To enter the webinar, you need to click on the **Details** button for the webinar.



The webinar opens just before the start time, and a **Join** button will appear. You'll also need to make a note of the passcode for the webinar as you'll be asked for it before you can join the webinar.

