Seren Space User Guidance: Learner

Contents: Seren Space User Guidance

1.1 Summary: What it does

Seren Space:

- makes sure everything relating to Seren is easily found in one place
- offers you information that is relevant to your interests, based on year group, region and academic interests
- hosts an events and opportunities list and calendar where all Seren's activities will be clearly displayed
- features useful resources
- includes dedicated groups for hubs and school years

1.2 Summary: Five main areas

Seren Space is divided into five main areas which are listed on the menu on the left-hand side of the screen. They are summarised below:

1. Feed: Find posts from your groups, including updates on opportunities and events
2. Groups: Discover what's happening in your region and explore resources
3. Events and Opportunities: Explore all the opportunities Seren has to offer in one place
4. Summer Schools Directory: Browse different Seren summer schools
5. Resources: Access a wealth of resources ranging from Seren events to wellbeing resources
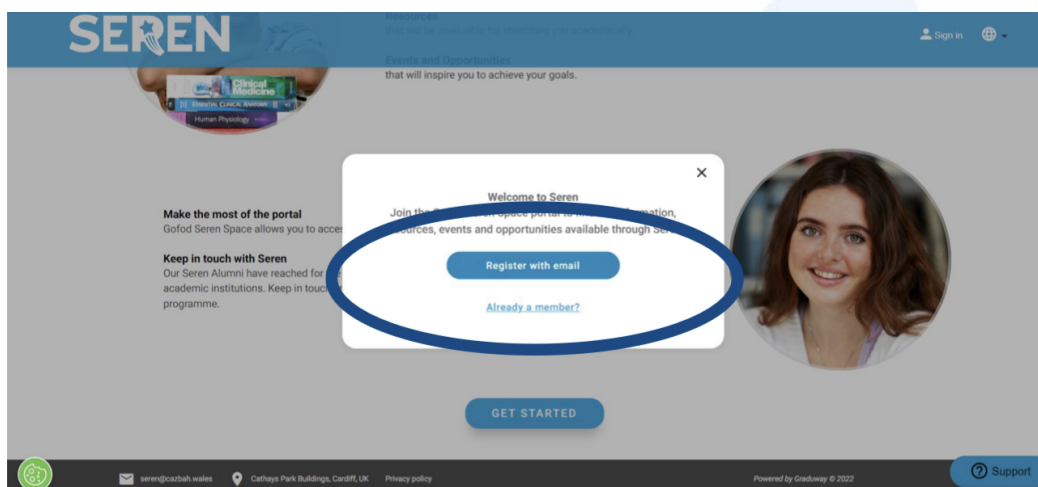
2.1 Registration: Signing up for the first time

You can access Seren Space using the following (Welsh & English) URLs: gofodseren.cymru & serenspace.wales.
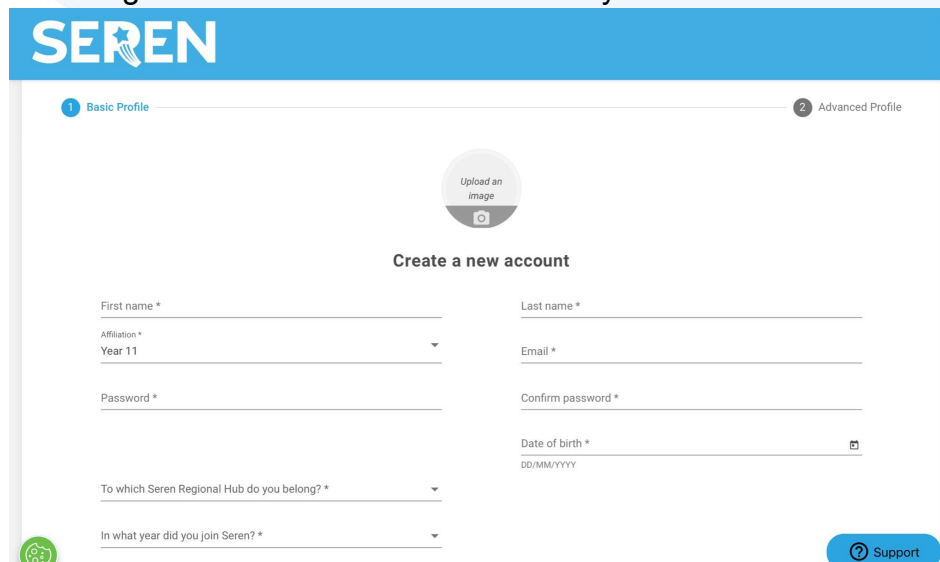
The landing page looks like this:

1. To register, click on the 'Register' button on the landing page
2. You will then be asked to register with your email address. We recommend that you register with your Hwb email address and provide a supplementary email address.

2.2 Registration: Creating a new account

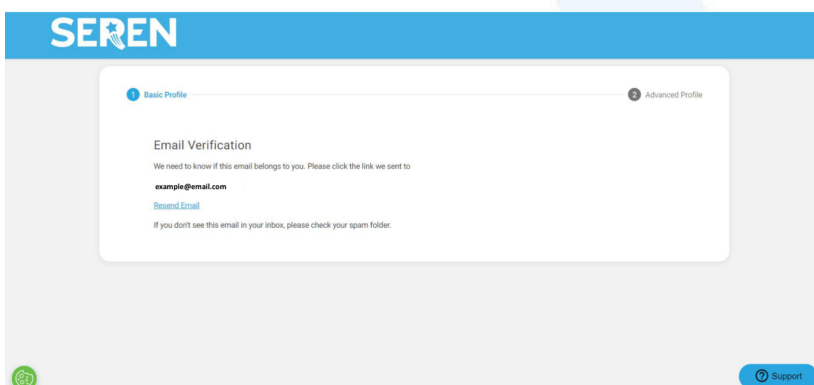On the 'Create a New Account' page:
   A. Fill in your personal details (First Name, Last Name)
   B. Under 'Affiliation', select your current school year - this will trigger additional questions
   C. Provide your email address
   D. Choose a suitable password
   E. Answer the questions
   F. Agree to the Terms of Use & Privacy Notices
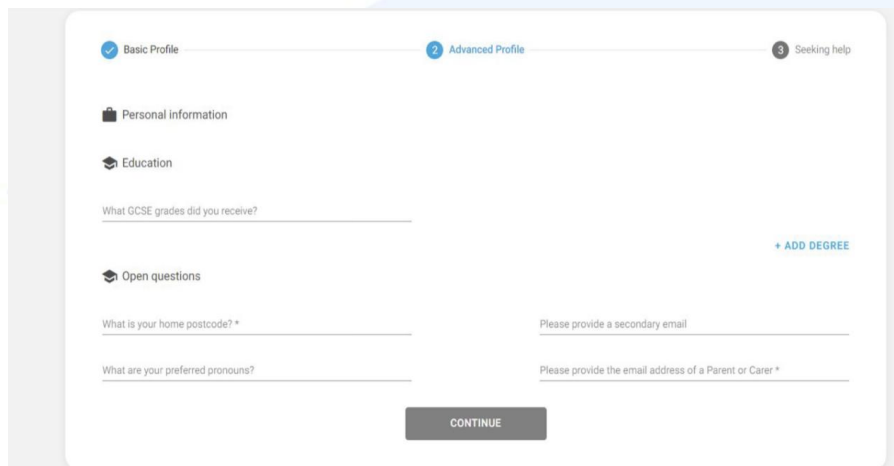

2.3 Registration: Verification

You will be asked to verify the email address provided

Click the link in your email inbox to verify the address. If you have not received the email, please check your junk mail.
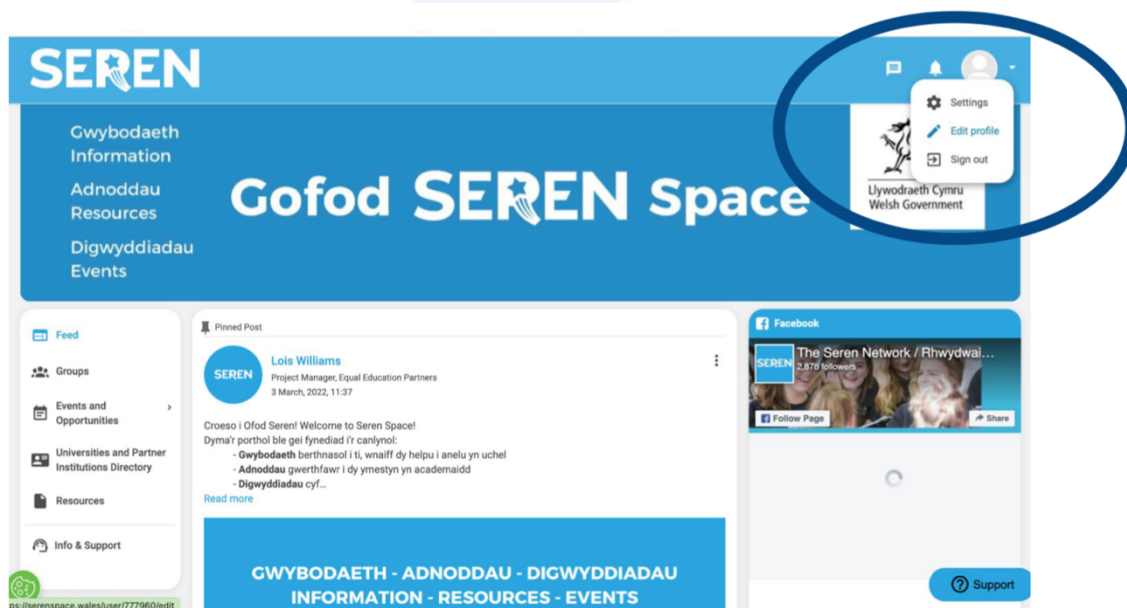
2.4 Registration: Final questions

You will be asked a few additional questions before gaining access to the portal.

3.1 Profile: Editing your profile

Once you are signed in, you may want to edit your profile. Here's how.
To view and edit your profile, click on the small icon at the top right-hand side of the page.

After making the desired changes, don't forget to click save at the bottom of the screen.
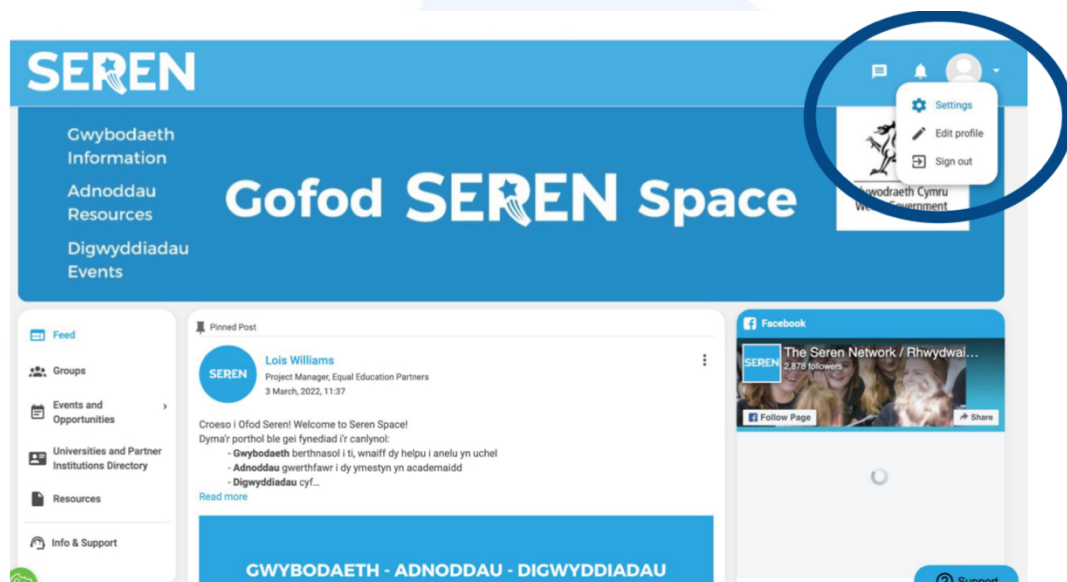
3.2 Profile: Profile settings

You might also want to change your Profile Settings.
To access your profile settings, click the icon on the top right-hand side of your screen, and press the settings icon.
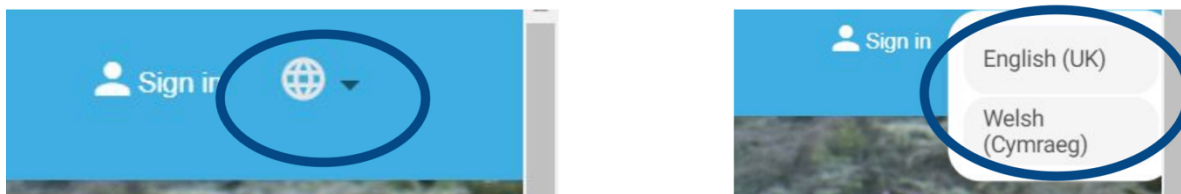
Here you can change your password, notification settings and change your preferred language from Welsh to English or vice versa.

4.1 Language settings: Overview

Seren Space is a fully bilingual site.

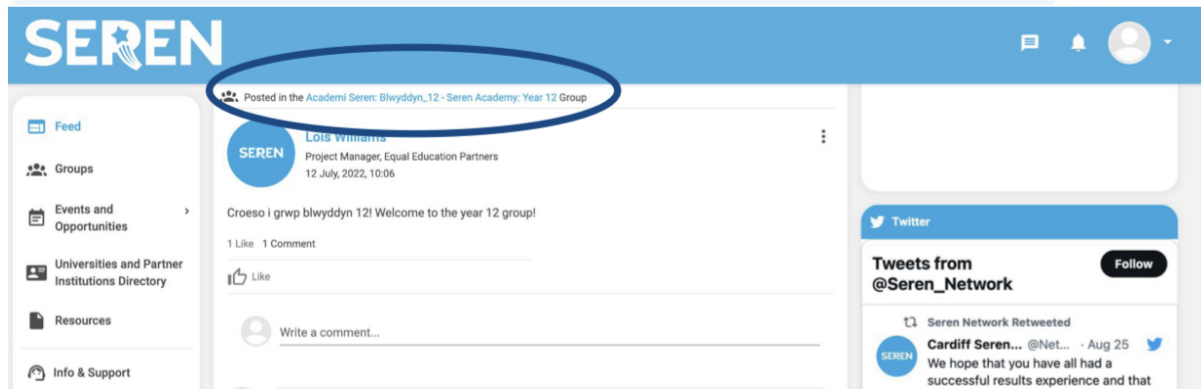As shown in 3.1, you can change your preferred language for the site.

It is also possible to change preferred language settings prior to registration by clicking the globe icon on the top right of the screen before registering as illustrated below.

5.1 Feed: Overview

The Feed page will be automatically updated with content from the groups to which you belong so your feed will display posts from those groups and updates from events you are attending.

The Feed of a year 10 learner will look completely different to the content listed on the Feed of a year 12 learner, so you will have visibility over what is relevant to you.
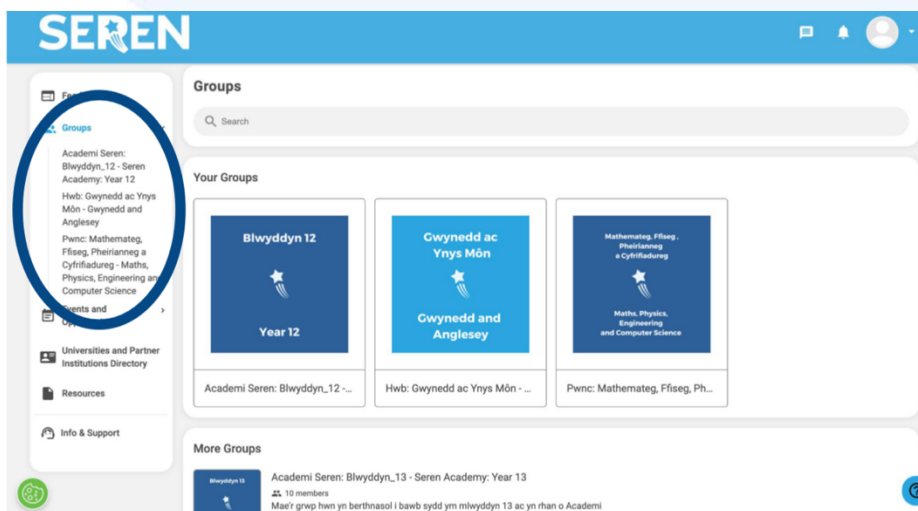
6.1 Groups: Overview

A useful feature for you is the Groups feature.
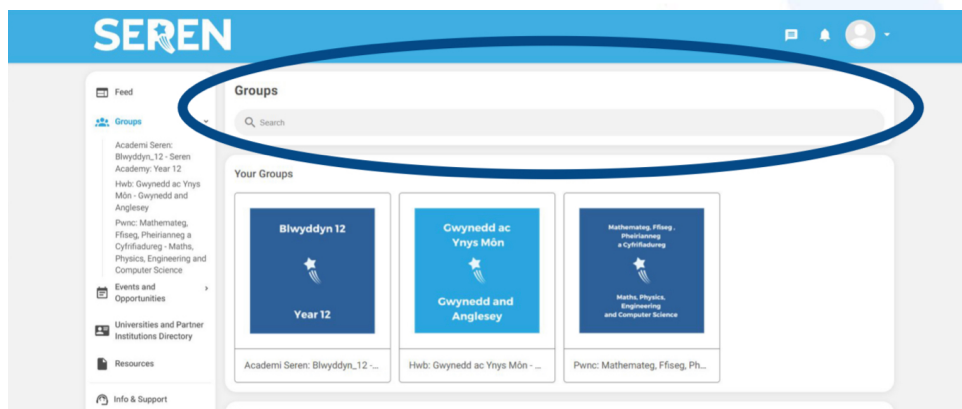Groups will be formed for:
- each hub
- each school year

These groups will give you access to relevant information, resources and events.

Click on the 'Groups' icon on the left-hand side of the screen to view all groups. The groups to which you belong will be displayed.

You can use the search bar to find a specific group or scroll to discover more of the groups listed.

6.2 Groups: Hub groups

All activity shared within the hub group will be private and will only be accessible to those who are also part of your hub.

You will automatically join your Hub's group at registration so there's no need for you to join manually.

There will be notices posted in your group regarding relevant activities and you will receive communications regarding events & opportunities that are relevant to you.

6.3 Groups: Year groups

At registration, you select your year group which automatically adds you to the group for your year.

Within this 'Year Group', the Seren Team will share any group-specific information or events.

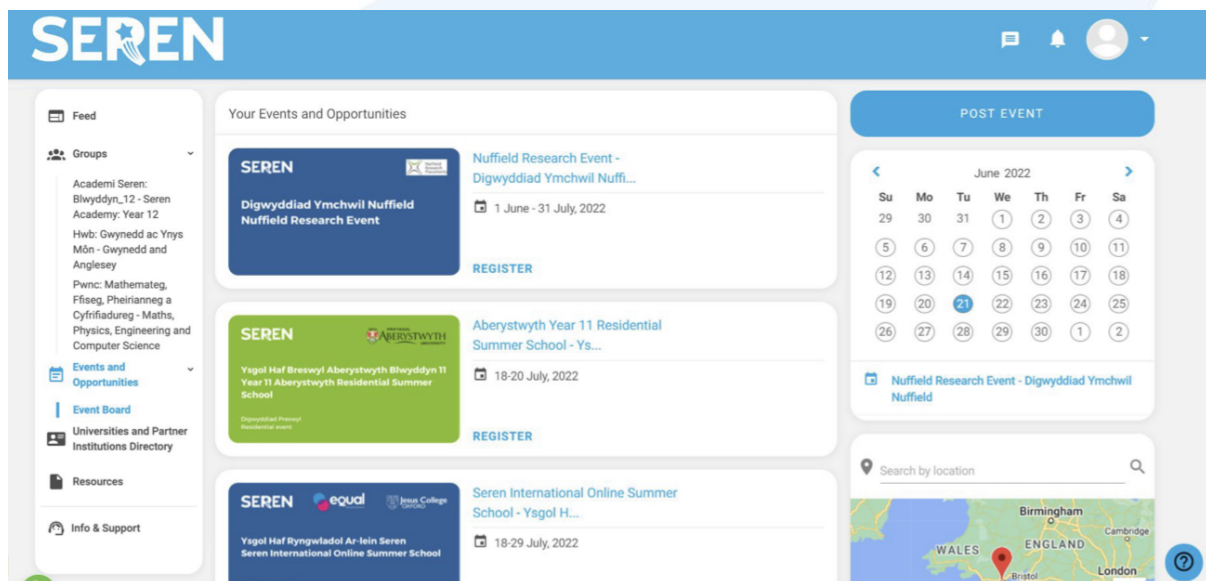For your reference there is an example of a year group below.

Blwyddyn 13
★
Year 13

Academi Seren: Blwyddyn_13 - Seren Academy: Year 13

👥 10 members

Mae'r grwp hwn yn berthnasol i bawb sydd ym mlwyddyn 13 ac yn rhan o Academi Seren.This group is relevant to all who are in year 13 and a part of Seren Academy.
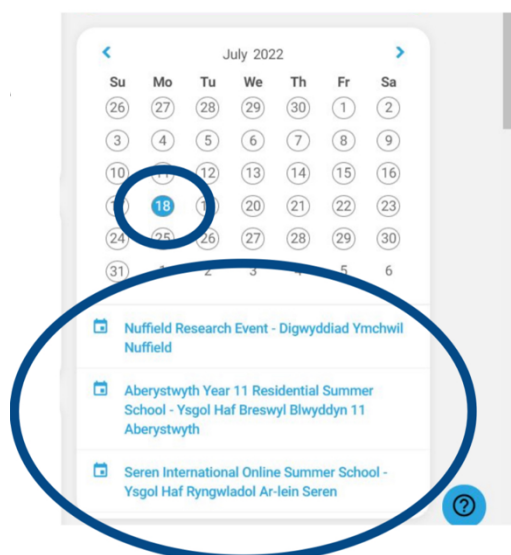
7.1 Events & Opportunities: Overview

All Seren events and opportunities will be clearly listed to learners on the 'Events & Opportunities' page.

7.2 Events & Opportunities: Calendar

The Events & Opportunities page also features a Calendar which you can find on the right-hand side of the page, where you are able to click on a date and it will list each event happening that day, e.g. 18th July 2022, as pictured.

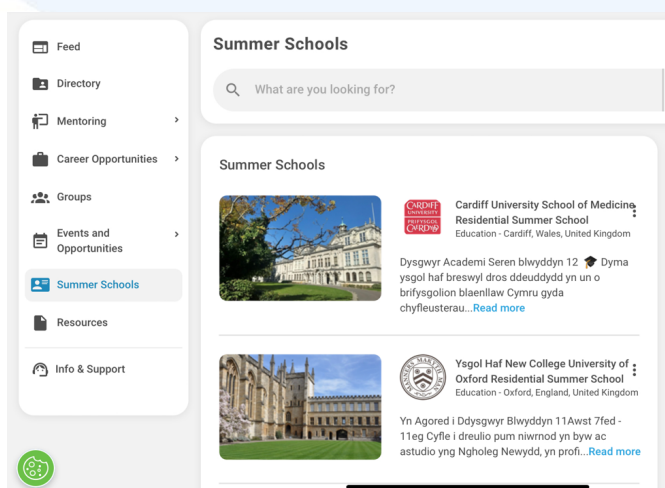**7.3 Events & Opportunities: Registration & attendance**

When events are created, you will receive an invitation to the event via email. You will then be able to register for the event on Seren Space.

There will be registration links embedded to the event on Seren Space, therefore you can register to attend an event easily. For events created within your hub group, only members of your hub will have visibility over those events.

8.1 Summer Schools Directory: Overview

In the 'Summer Schools Directory' Seren promotes its summer schools. A page will be dedicated to each summer school, with a description of the summer school and who it's relevant to.
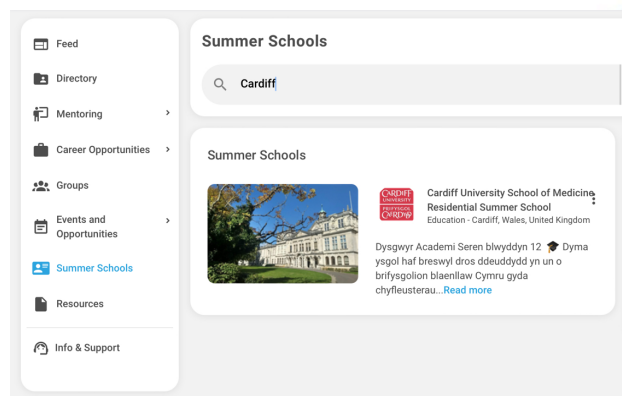
To access the Summer Schools Directory, click the icon on the left-hand side of your screen. You will find a list of Seren's summer schools.

To search for a specific Summer School, type the name into the search bar or browse by scrolling down the screen.

8.2 Summer Schools Directory: Example

Click on a summer school's profile to explore.
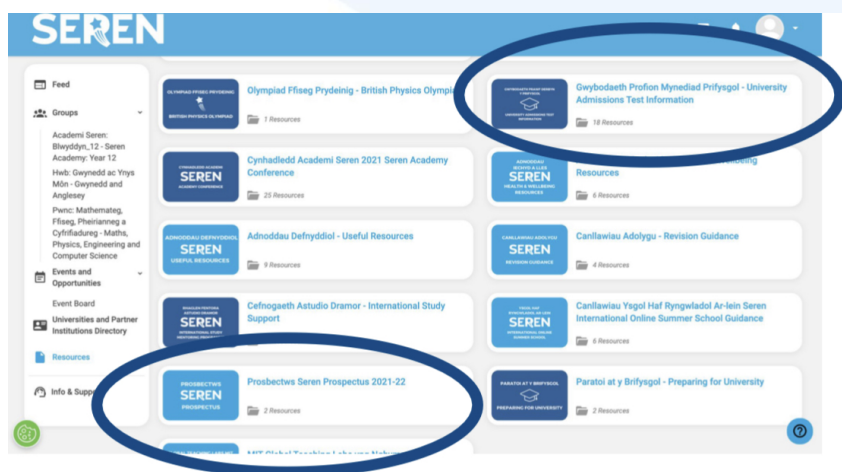
9.1 Resources: Overview

The resource section will provide you with:
- useful video content
- links to information on specific subjects, preparing for university and wellbeing resources
- on-demand content from Seren events e.g. summer schools or conferences

This will grow and evolve over time so keep an eye out for new resources!

9.2 Resources: Examples

Below are examples of the resources currently created. Folders are tailored specifically for year groups, so year 10 learners' content will not be visible to year 12 learners and vice versa, so it will all be kept relevant to you.

To open the Folders, click on them and you will access the various links and resources related to that topic.