



How to use the mindtheDATA training platform

1. The structure of the e-platform

The URL of the e-platform supporting the training is <https://training.mindthedata-project.eu/> (Figure 1).

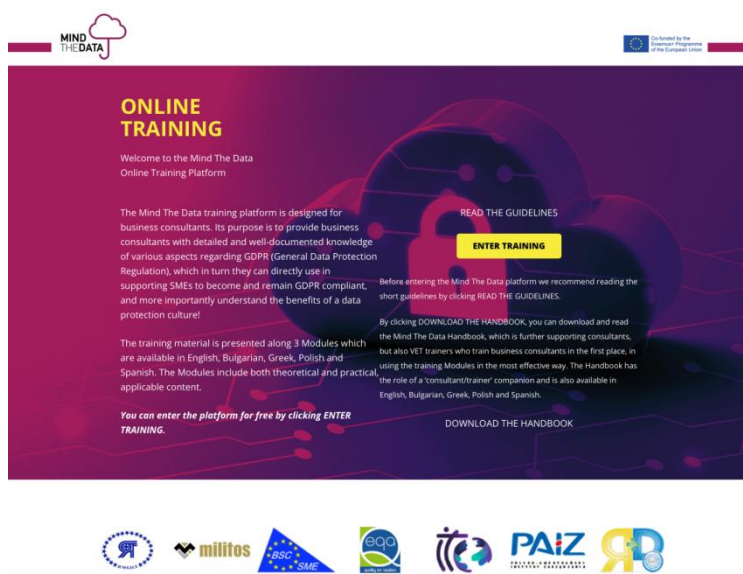


Figure 1: the landing page of the training platform



1.1. Access and registration

To register and access the platform content, the user has to follow these steps:

1. Click on "ENTER TRAINING" (yellow button on the middle right side of the landing page - see Figure 1).
2. This opens a page with the structure of the modules (on the left menu). See Figure 2.

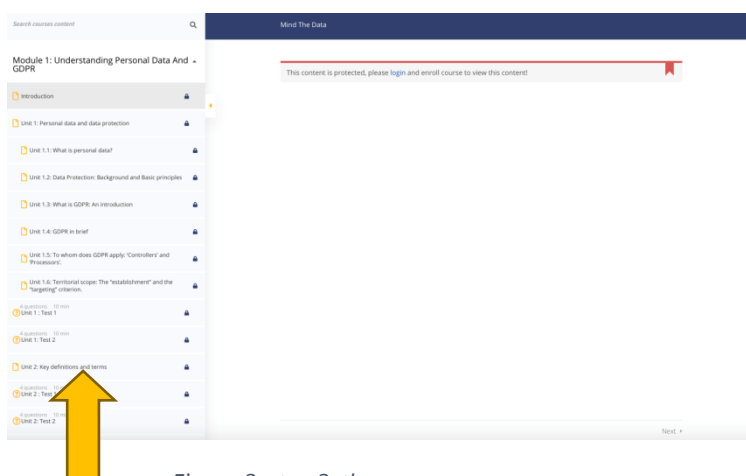


Figure 2: step 2: the menu page

3. Click on "log in" (Figure 3)

This content is protected, please [login](#) and enroll course to view this content!

Figure 3: click on log in



4. Click on "Register" at the bottom of the log in page (Figure 4).

Figure 4: Click on register

5. Enter a preferred username, a password and repeat the password. The password should be at least twelve characters long. To make it stronger, use upper and lower case letters, numbers, and symbols like ! " ? \$ % ^ &). Then click on "Register" (Figure 5).

Figure 5: The registration page



- You will receive an automatic confirmation email (Figure 6). Click on the second link contained in the email body text (Figure 6).

Username: platformuser

To set your password, visit the following address:

<https://training.mindthedata-project.eu/wordpress/resetpass/?key=...SVrVx7p6SQxn1F&login=platformuser>

<https://training.mindthedata-project.eu/wordpress/login/>



If you have already set your own password, you may disregard this email and use the password you have already set.

Figure 6: Confirmation email

- Enter your username and password (Figure 7).

Login

Username or email *

Password *

Remember me

Login

Lost your password?
[Register](#)

Figure 7: Enter username and password



1.2. Navigating the course

Once logged in, a page with the courses the user is enrolled in appears (Figure 8). Click on "Courses" on the left side menu.

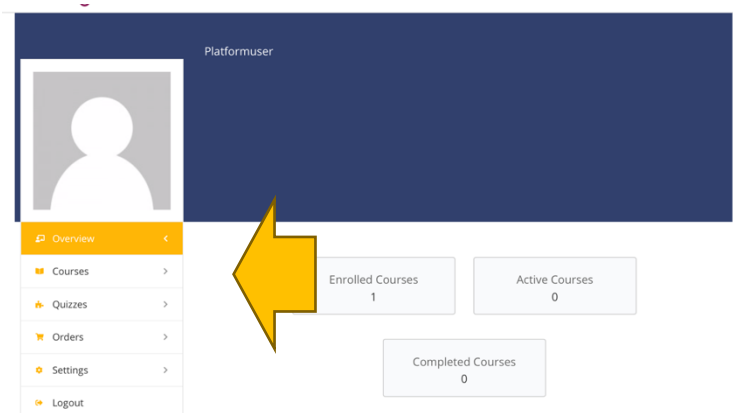


Figure 8: The courses page

An icon of the mindtheDATA course appears. Click on it (Figure 9).

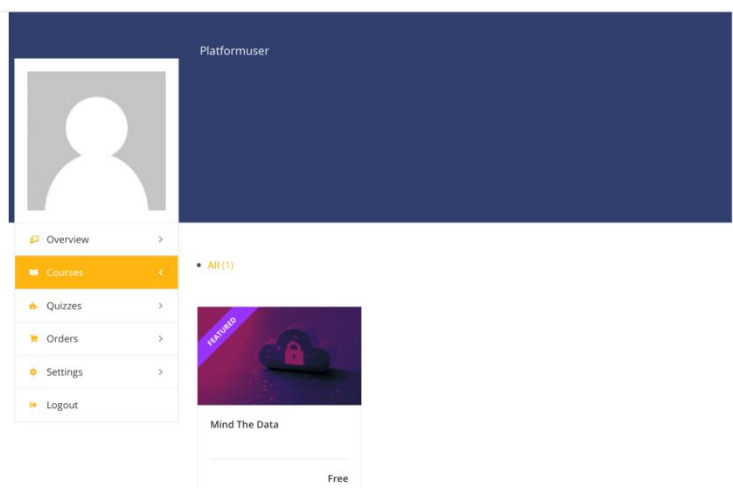


Figure 9: The course icon



The course page opens (Figure 10). Here, at the top, the basic information of the course appears (Figure 10): number of lessons, number of quizzes and number of users. Click "Continue".

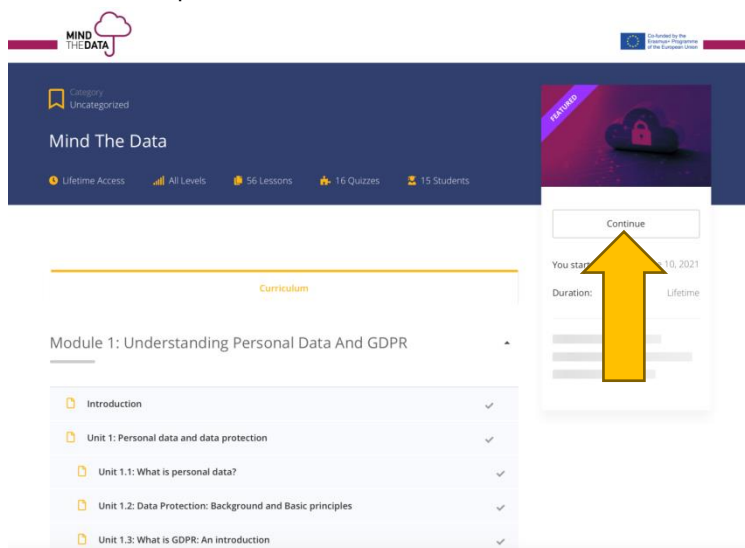


Figure 10: The course menu page

You will be directed to the introductory page of the course (Figure 11).

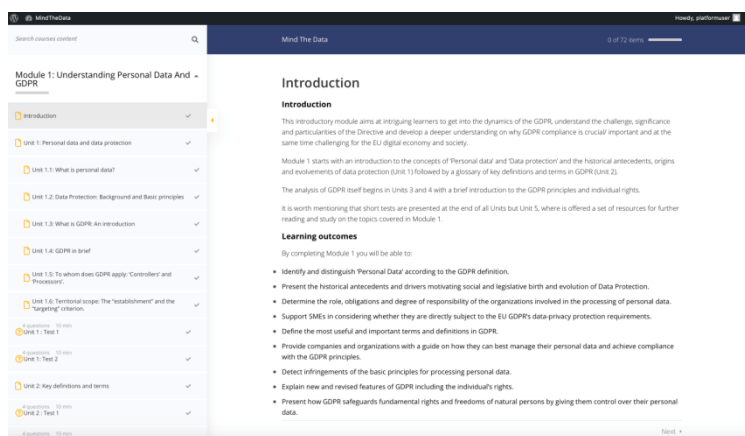


Figure 11: Introductory page



At the bottom of each course page is the complete button. Once clicked, a confirmation box appears, asking the users to confirm (Figure 12). Then the progress of study appears on the progress bar, on the top right of the page.

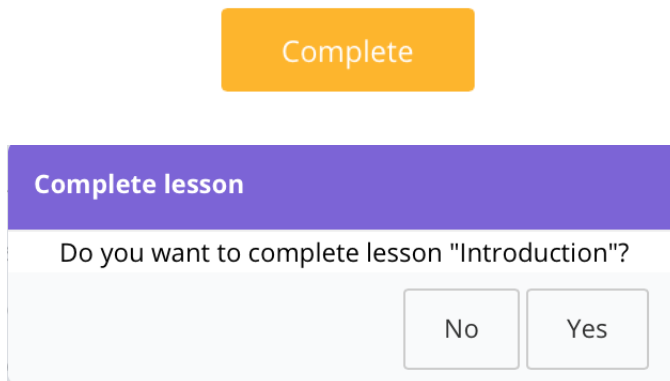


Figure 12: The 'Complete' button

During study, the content menu on the left can be hidden, by clicking on the yellow arrow (Figure 13).

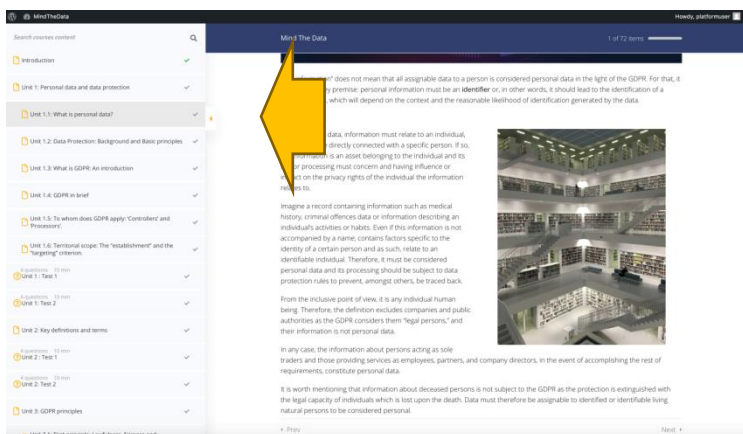


Figure 13: Hiding the menu

There are two alternative ways of navigation: either from the menu, or by clicking the "Next" and "Previous" buttons at the bottom of each course page.







1.3. Taking the tests

At the end of each Unit, users can evaluate themselves by taking two tests. Click on "Start" to begin with each test (Figure 14).

Unit 1 : Test 1

 Questions: 4  Duration: 00:10:00  Passing grade: 80%

Start

Figure 14: Taking a test

Each test contains a number of questions shown below (Figure 15). Once the correct options are clicked, the user can proceed to the next question.

After completing all questions, the "Finish Quiz" button appears, along with a confirmation message (Figure 15).

Finish Quiz

Are you sure to submit quiz?

Cancel

OK

Figure 15: finishing the quiz



Unit 1 : Test 1

Question 1 of 4

09:42

FINISH QUIZ

1. Question 1

Special categories of personal data are considered more sensitive and require a higher level of protection. Which of the following is NOT considered a special category of personal data?

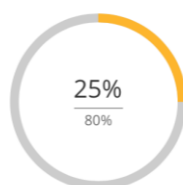
- racial or ethnic origin,
- political opinions,
- genetic data, biometric data & health data,
- Demographic data



1 2 ... 4

Figure 16: Navigating a test

After finishing, the results are presented as in Figure 17. The user can choose either to review correct and incorrect answers, or to take the test once again.



Failed ✕

Time spend	00:06:19
Point	1 / 4
Questions	4
Correct	1
Wrong	3
Skipped	0

Retake (99)

Review

Figure 17: retake or review