



eROBSON Hub
User's Manual for the Community
on the Open Schools for Open Societies portal

The eRobson Hub

A community of practice for eRobson educators offering them collaboration opportunities, educational materials & tools. Members of the eRobson Hub gain access to innovative best practices and courses across service and disciplinary boundaries, clarify their ideas and beliefs, examine different ways of thinking about teaching and reflect on their own practice.



A few words about OSOS

OSOS provides a powerful framework for school leaders and teachers to engage, discuss and explore how their schools need to evolve, transform and reinvent; how schools will facilitate open, more effective and efficient co-design, co-creation, and use of educational content (both from formal and informal providers), tools and services for personalized science learning and teaching; how schools can become innovation incubators and accelerators



How to use this manual



This manual has been created to support OSOS portal's Users. Here you will find step-by-step instructions for OSOS portal's most common actions.



On **slide #4** you can find a list with the most common actions of OSOS portal. On this list you can click on any use case, and you will be transferred to the detailed guide for this use case.



On the first slide of each use case's guide, you will find Users' categories with corresponding rights and a description of the process. On the next slides you can find step-by-step instructions for use case's completion through screenshots.



On the right bottom corner of each slide, you will find a home icon. By selecting it you will be transferred to the list of common actions (**slide #4**)



Table of Use Cases

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13. [Search for an Event](#)
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Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers

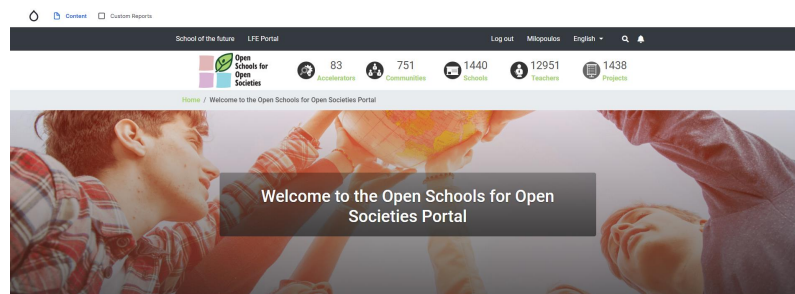
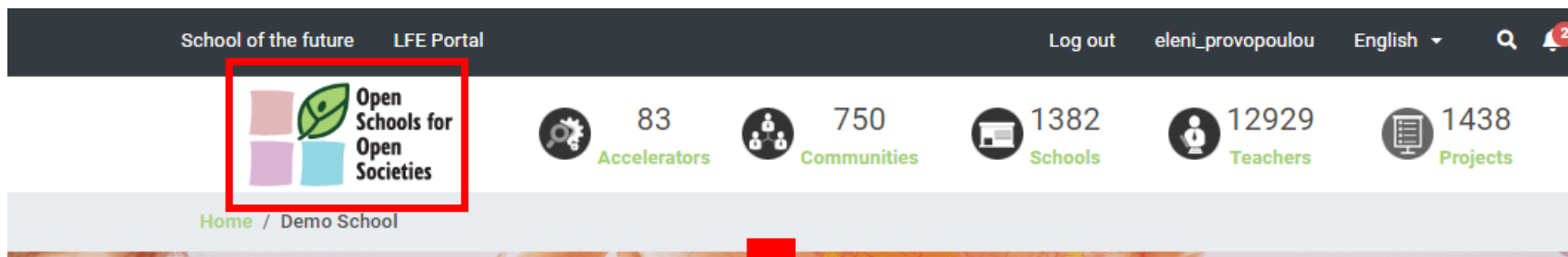
1. How to go to OSOS Portal Home Page



1. Go to OSOS Portal Home

Step by step

i. Independently of the page the User visits, after selecting the OSOS logo on the top of the page, the User will be transferred to OSOS Portal Home page.



1. Go to OSOS Portal Home

Step by step

ii. In case the User has been transferred to School of the Future Home page and wants to be transferred to OSOS Portal Home page, the User need to select “OSOS Portal” option





Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers
- ✓ Visitors

2. How to register to OSOS Portal



2. Register in OSOS portal

Step by step

1. Visit OSOS Platform ([Link](#))

The screenshot shows the homepage of the Open Schools for Open Societies Portal. At the top, there is a navigation bar with 'School of the future' and 'LFE Portal' on the left, and 'Log out', 'Milopoulos', 'English', a search icon, and a notification bell on the right. Below the navigation bar, there is a statistics section with five icons and their corresponding counts: Accelerators (83), Communities (751), Schools (1440), Teachers (12951), and Projects (1438). The main content area features a large banner image of children holding a globe, with a dark overlay containing the text 'Welcome to the Open Schools for Open Societies Portal'. The breadcrumb 'Home / Welcome to the Open Schools for Open Societies Portal' is visible above the banner.



2. Register in OSOS portal

Step by step

2. Choose “Log in” from the top MENU

School of the future LFE Portal **Log in** English

Open Schools for Open Societies

83	751	1440	12951	1438
Accelerators	Communities	Schools	Teachers	Projects

Home / Welcome to the Open Schools for Open Societies Portal

Welcome to the Open Schools for Open Societies Portal

eROBSON



2. Register in OSOS portal

Step by step

3. Choose “Create new account” on the bottom of the new page



Log in

Username or email address *

Enter your username or email address.

Password *

Enter the password that accompanies your username.

Log in

Create new account

[Forgot your password?](#)





2. Register in OSOS portal

Step by step

4. Complete all mandatory fields of the form

Create new account

Full name *

In this template you create your personal profile. Please fill in your full name. You will be able to create your school when your registration is approved.

Email address *

A valid email address. All emails from the system will be sent to this address. The email address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by email.

Username *

Several special characters are allowed, including space, period (.), hyphen (-), apostrophe ('), underscore (_), and the @ sign.

Password *

Provide a password for the new account in both fields.

^ User picture upload

Add a new file



An image representing your user account.
One file only.






2. Register in OSOS portal

[for teachers only]

5. In case you want to register as a Teacher, after selecting “Teacher” on role field, you need to choose your country and the School you belong to and Click on “Create new account”

Step by step

[Choose File] No file chosen



An image representing your user account.
One file only.
600 KB limit.
Allowed types: png gif jpg jpeg.
Images must be larger than 100x100 pixels. Images larger than 1024x1024 pixels will be resized.

Information

Role*

Teacher

Country*

Greece (28)

School*

Demo School (2548)

I agree to receive information about other projects developed by Learning from the Extremes partners.

Permission to receive notifications

Privacy policy acceptance*
[Read the privacy policy here.](#)

Create new account



drop-down menu that will appear.

I agree to receive information about other projects developed by Learning from the Extremes partners.

Permission to receive notifications

Privacy policy acceptance*

[Read the privacy policy here.](#)

Create new account





2. Register in OSOS portal

Step by step

6. You will receive an email* from no-reply@schoolofthefuture.eu informing you that the request is being processed
*Please check your spam emails

Account details for *[the Username you choose]* at School of the future (pending admin approval)



School of the future <no-reply@schoolofthefuture.eu>

προς εγώ

eleni_provopoulou,

Thank you for registering at School of the future. Your application for an account is currently pending approval. Once it has been approved, you will receive another email containing information about how to log in, set your password, and other details.

-- School of the future team




2. Register in OSOS portal

Step by step

7. When the Administrator approves your request, you will receive a new account confirmation email and access OSOS

*Please check your spam emails

Account details for *[the Username you choose]* at School of the future (approved)

 **School of the future** <no-reply@schoolofthefuture.eu>

eleni_provopoulou,

Your account at School of the future has been activated.

You may now log in by clicking this link or copying and pasting it into your browser:

https://www.schoolofthefuture.eu/en/user/reset/24371/1668683694/T_MS1c...

This link can only be used once to log in and will lead you to a page where you can set your password.

After setting your password, you will be able to log in at <https://www.schoolofthefuture.eu/en/user> in the future using:

username: eleni_provopoulou
password: Your password

-- School of the future team



Use case description:

Users:

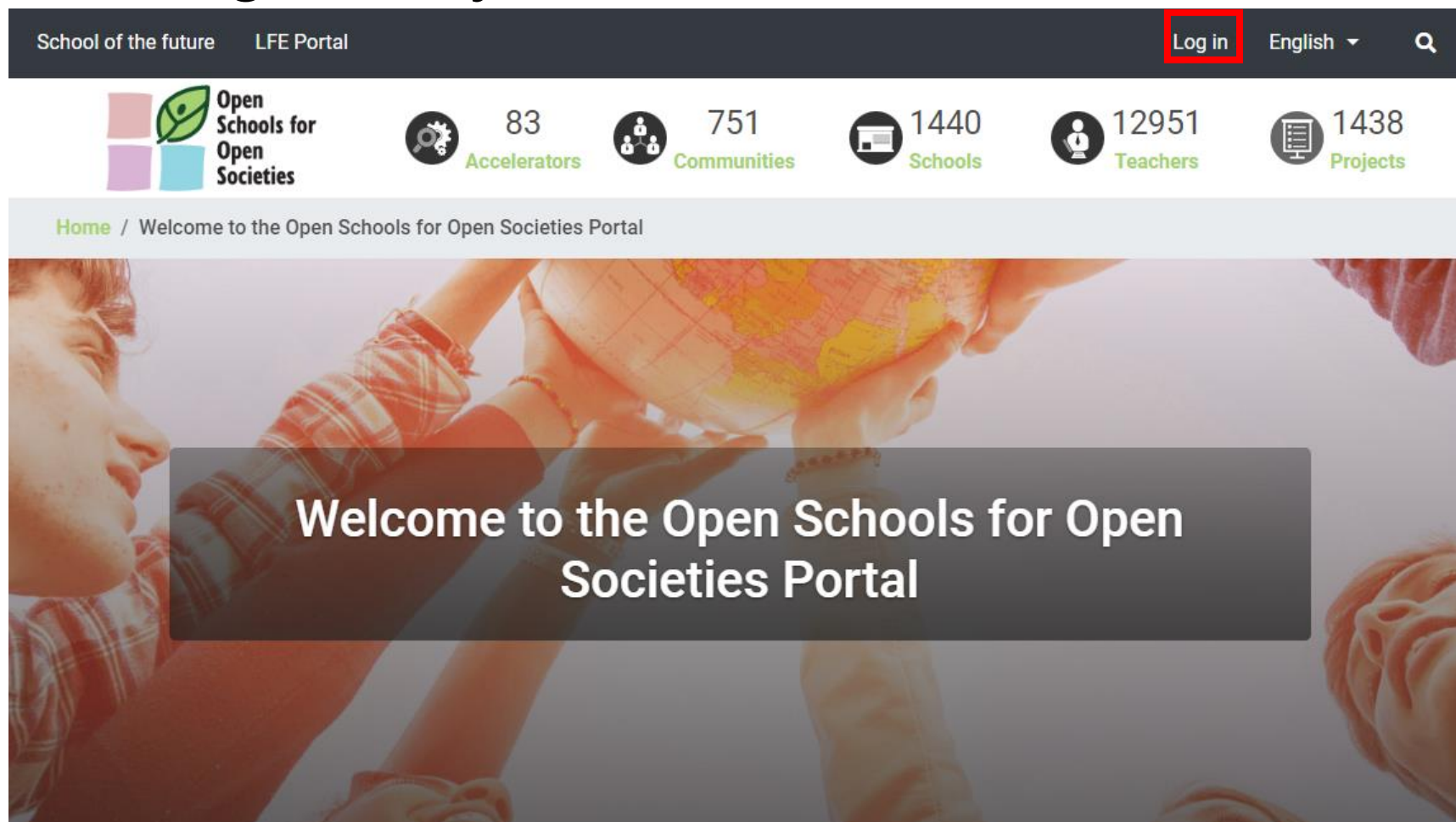
- ✓ National Coordinators
- ✓ School Managers

3. How to register a School

3. Register a School

Step by step

1. Visit OSOS Platform ([Link](#)) and
“Log in” to your account



School of the future LFE Portal **Log in** English

Open Schools for Open Societies

83 Accelerators 751 Communities 1440 Schools 12951 Teachers 1438 Projects

Home / Welcome to the Open Schools for Open Societies Portal

Welcome to the Open Schools for Open Societies Portal





3. Register a School

Step by step

2. Click on your Username, once you are logged in

School of the future

Log out eleni_provopoulou English

Open Schools for Open Societies

83 Accelerators

745 Communities

1374 Schools

12883 Teachers

1437 Projects

Home / eROBSON Hub / eROBSON Hub

eROBSON Hub

Community 1 member

Info Members Resources Projects Events

Teacher Square

Wall

Help Desk

Good Practices 26

Schools 59

Teachers 15





3. Register a School

Step by step

3. Your name will appear on the middle of the top page. Then you need to choose the “Register a School” button

School of the future eleni_provopoulou Log out English

Open Schools for Open Societies

83 Accelerators 745 Communities 1374 Schools 12884 Teachers 1437 Projects

Home / eleni_provopoulou

Eleni Provopoulou

View Events Schools Communities Projects Resources Edit

Member for 2 months

Role School Manager

Full name Eleni Provopoulou

Country Greece

Register a Community Register a School Register an event





3. Register a School

Step by step

5. In the middle of the form there is a field with title “EU Project”. After choosing OSOS, new fields will appear under EU project section. There the User has to check the field “Belongs to OSOS”

EU Project*

ISE

OSOS

SALL

EU Project*

ISE

OSOS

SALL

Openness level

- None -

Openness level of OSOS Schools

Belongs to LFE



3. Register a School

Step by step

6. Also, Users need to associate the new school with the **eROBSON Hub Community**, and any other Community the User prefers. Thus, on “Associated communities” choose “**eROBSON Hub**” from the drop-down box.

Associated communities

eRobson Hub

Add another item

Admin Section

approved

Unpublishing the community will make it unavailable to you and all other users.

Published





3. Register a School

Step by step

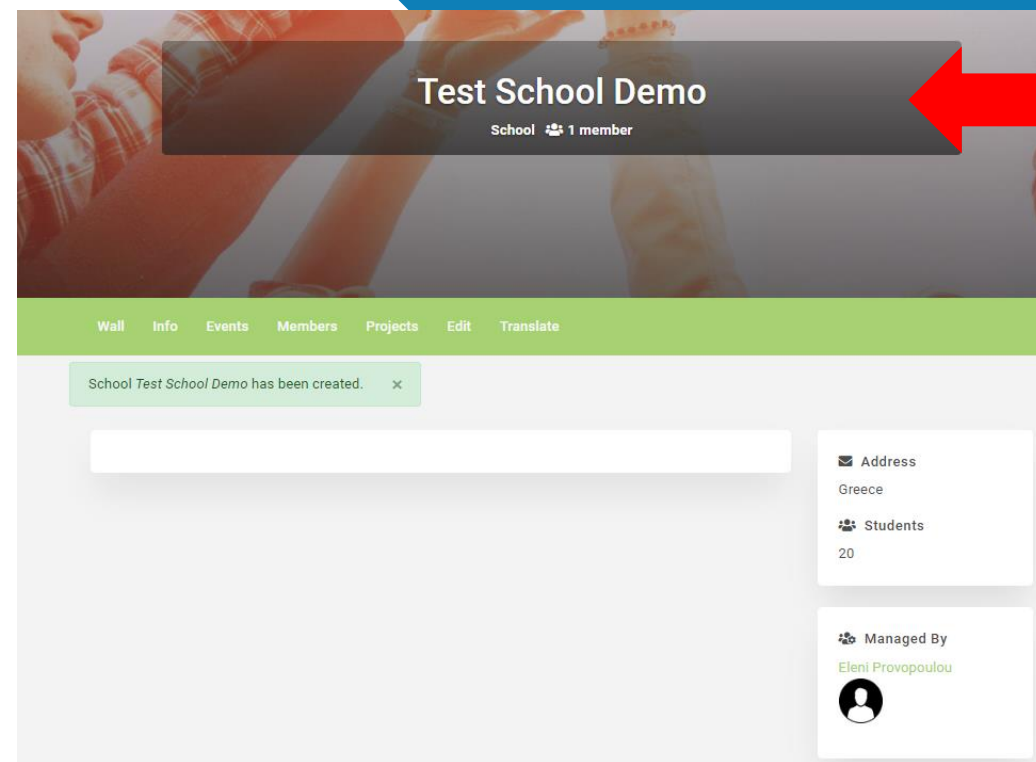
7. Review the fields that have been completed and then choose “Create School and become a member”.
Congratulations! You just created a new School

Revision information
No revision

Revision log message

Briefly describe the changes you have made.

Create School and become a member





Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers
- ✓ Visitors

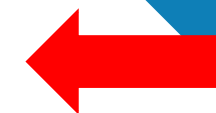
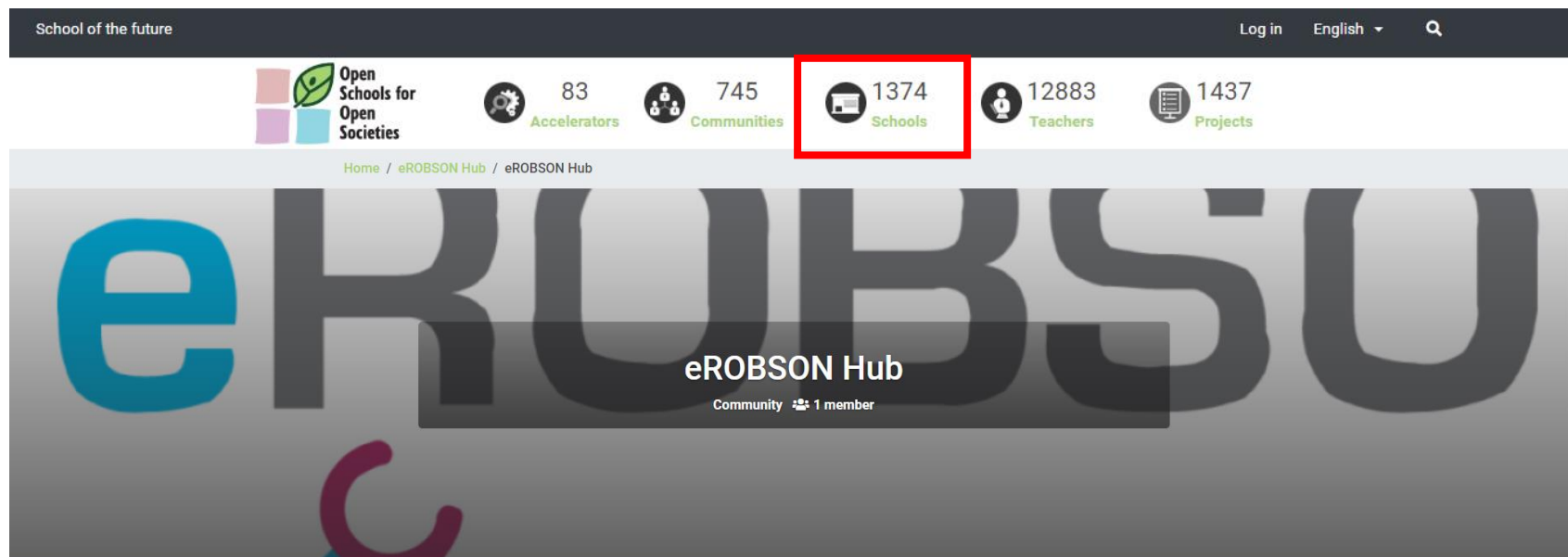
4. How to search for a School



4. Search for a School

Step by step

1. Visit OSOS Platform ([Link](#)) and choose Schools (on the top of the webpage)

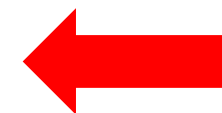




4. Search for a School

Step by step

2. On the new page with the title “Schools”, you will find all the registered schools and use the 3 filters to find a specific school





4. Search for a School

3. For example if I want to find a School with the word “Demo”, I am adding the word “Demo” as a keyword on Title’s field and then choose Apply. Then all Schools with the word “Demo” included on their title will appear

Step by step



The screenshot shows the 'Schools' search interface. At the top, there is a header with the word 'Schools'. Below it, a search bar contains the text 'demo'. To the right of the search bar are two dropdown menus: 'Country' set to '- Any -' and 'Sort by' set to 'Most Recent'. A green 'Search' button is located below the search bar. Below the search bar, there are two search results. The first result is 'Ellinogermaniki Agogi' with a photo of a school building and a 'Join' button. The second result is 'Demo School' with a logo and an 'Enabled' status.



The screenshot shows the 'Schools' search interface. At the top, there is a header with the word 'Schools'. Below it, a search bar contains the text 'demo'. To the right of the search bar are two dropdown menus: 'Country' set to '- Any -' and 'Sort by' set to 'Most Recent'. A green 'Search' button and a green 'Clear' button are located below the search bar. Below the search bar, there are two search results. The first result is 'Demo School' with a logo and an 'Enabled' status. The second result is 'Demo school_iep' with a logo, address '36 An. Tsocha str. Athnes 11521 Greece', and an 'Integrated' status with a 'Join' button.



Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers
- ✓ Visitors

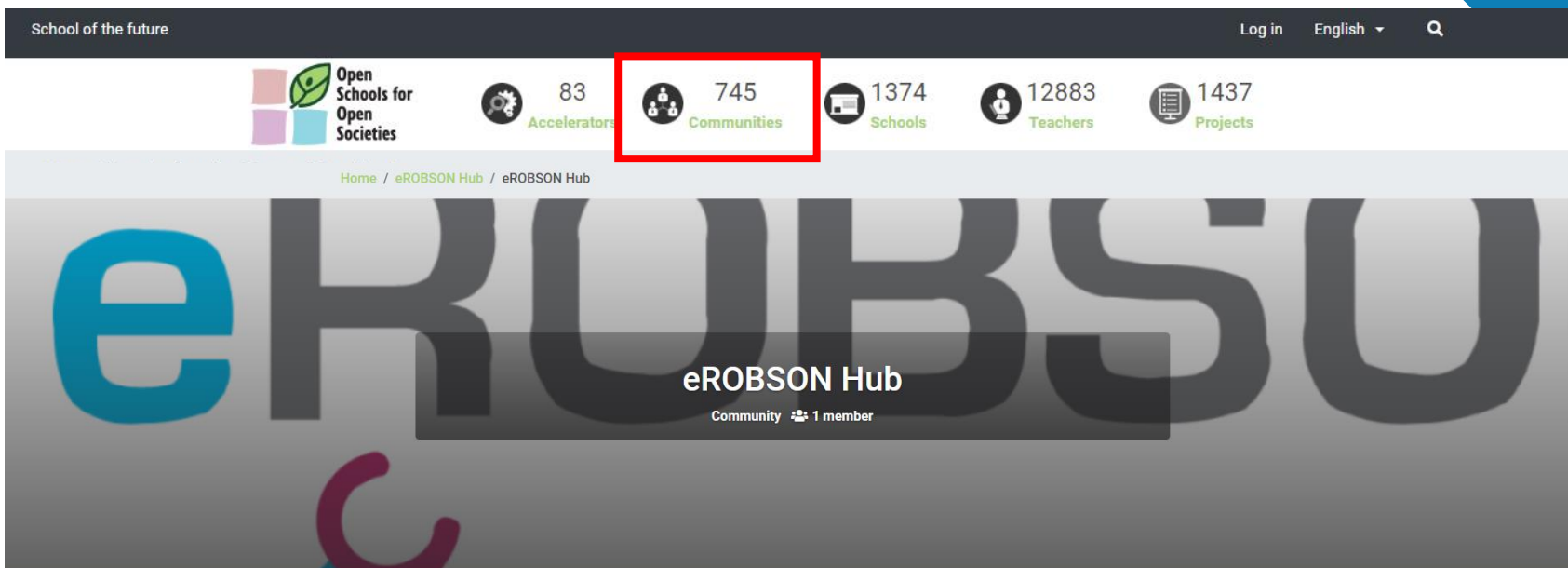
5. How to Search for a Community



5. Search for a Community

1. Visit OSOS Platform ([Link](#)) and choose Communities on the top of the portal

Step by step





5. Search for a Community

Step by step

2. On the new page with the title “Communities”, you will find all the Communities and use the 4 filters to find a specific Community



The screenshot shows the 'Communities' page with a search interface. A red box highlights the search filters: a text input for 'Title', a dropdown for 'Thematic Area' (set to '- Any -'), a dropdown for 'Country' (set to '- Any -'), and a 'Sort by' dropdown (set to 'Most Recent'). Below the filters is a green 'Search' button. The page displays two community cards: 'Learning from the Extremes International' with 19 members, and 'Comunidade LfE - Portugal' with 1 member and a domain of Technology. The second card includes a description in Portuguese.



5. Search for a Community

3. For example if I want to find a Community with the word “Demo”, I am adding the word “Demo” as a keyword on Title’s field and then choose Apply. Then all Communities with the word “Demo” included on their Title will appear

Step by step



Displaying 1 - 15 of 746

Title: Thematic Area: Country:

Sort by:



Learning from the Extremes International

Members: 19



Learning from the Extremes is a European Union’s Horizon Framework Program for Preparatory Action - Increasing access to educational tools in areas and communities with low connectivity or access to technologies. The project addresses inequalities of access to digital education by enhancing inclusion and by reducing the digital gap suffered by school communities from remote areas with low...

Demo Community

Members: 1 | Domain: Foreign Language Learning



Displaying 1 - 11 of 11

Title: Thematic Area: Country:

Sort by:

Demo Community

Members: 1 | Domain: Foreign Language Learning

Democracy through Drama

Members: 70 | Domain: Social Studies

This is the ODS community for the Democracy through Drama Erasmus+ project in education. The project seeks to address a range of issues essential for democratic classrooms and schools that are facilitated by competent teachers aiming to increase student civic engagement and democratic awareness and participation. It aims at enabling teachers (including teachers with little or no

CREATIONS demonstrator_ PEER FORCE: peer learning with audience interaction

Members: 5 | Domain: Science

CREATIONS Summer School demonstrator

Members: 4

This community is build around the CREATIONS Summer School in Mesini. The demonstrator hosted in this community serves as a global demonstrator for every summer school activity of the project. Link to official website of CREATIONS Summer school at [Messini:http://messini.ea.gr/](http://messini.ea.gr/) You can find the summer school demonstrator here.



Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers

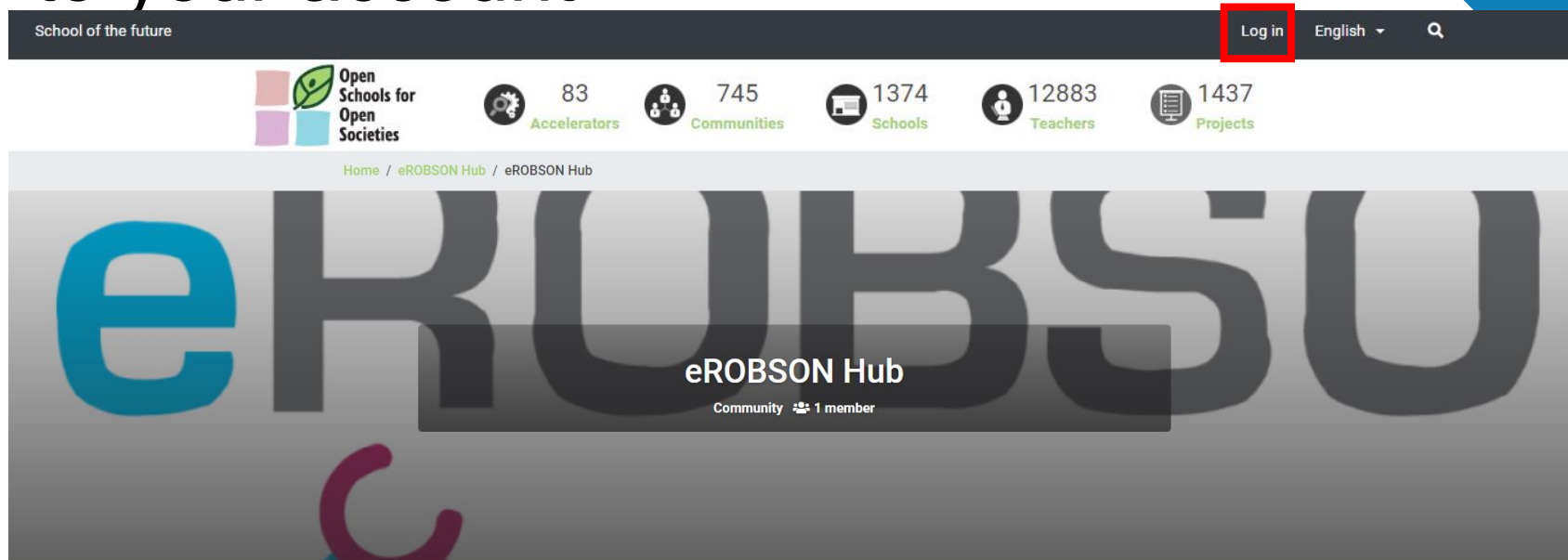
6. How to Add a Community



6. Add a Community

1. Visit OSOS Platform ([Link](#)) and “Log in” to your account

Step by step

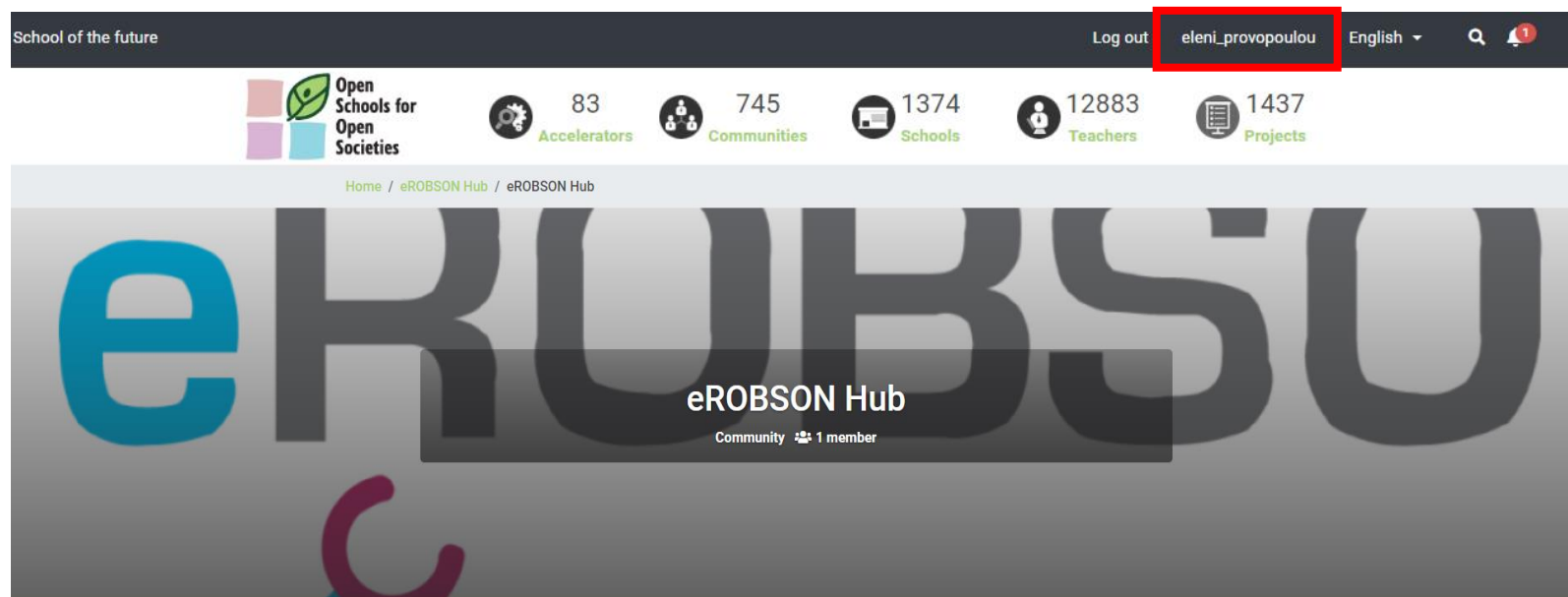




6. Add a Community

Step by step

2. Click on your Username, once you are logged in





Step by step

6. Add a Community

3. Your name will appear on the middle of the top page. Then you have to choose the “**Register a Community**” button

School of the future eleni_provopoulou Log out English

Open Schools for Open Societies

83 Accelerators 745 Communities 1374 Schools 12884 Teachers 1437 Projects

Home / eleni_provopoulou

Eleni Provopoulou

View Events Schools Communities Projects Resources Edit

Member for 2 months Full name Eleni Provopoulou

Role School Manager Country Greece

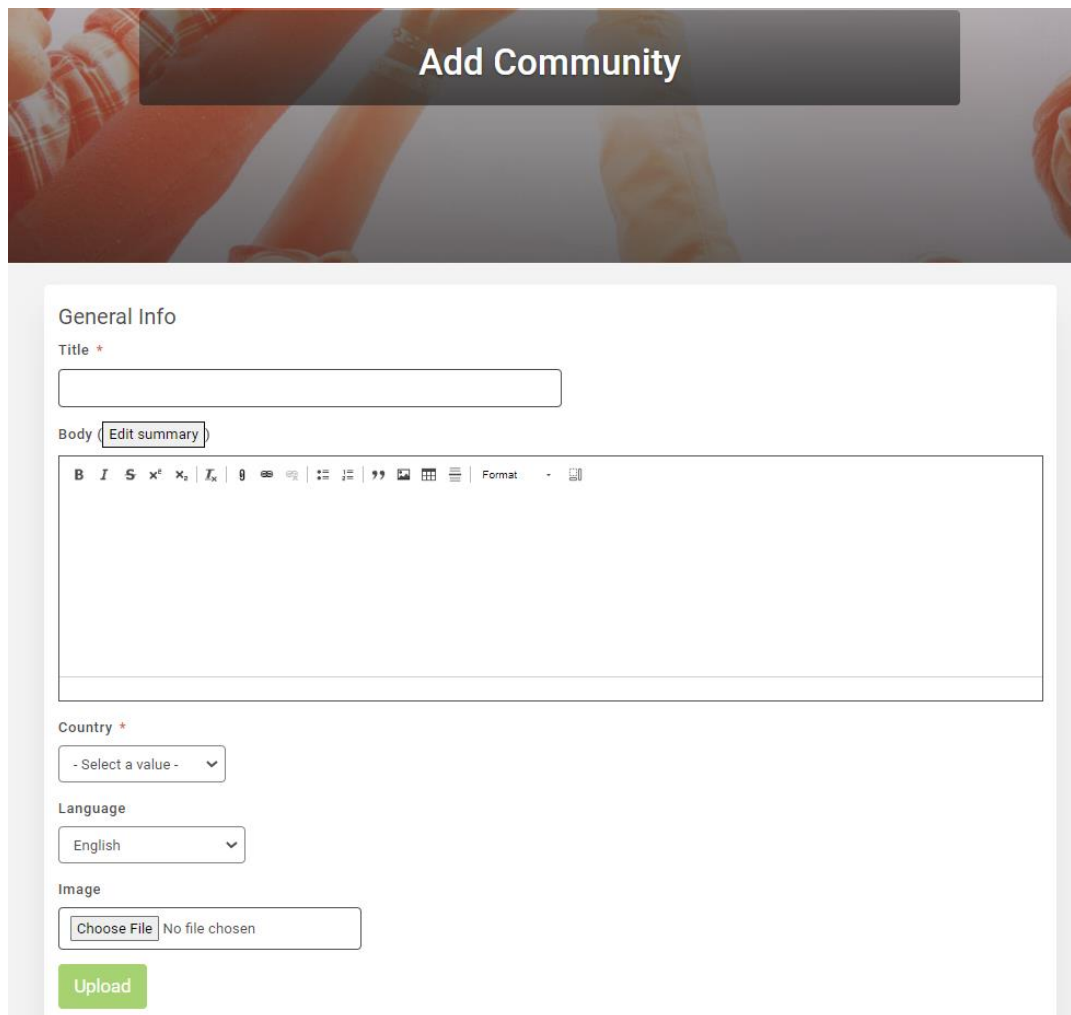
Register a Community Register a School Register an event



6. Add a Community

Step by step

4. Then, a new page about adding a new Community will appear and the User need to complete all the necessary information about the new Community on this form



Add Community

General Info

Title *

Body ([Edit summary](#))

B I S x² x₂ I_x 0 | | Format -

Country *

- Select a value - ▾

Language

English ▾

Image

No file chosen



6. Add a Community

Step by step

5. On this step, Users need to associate the new Community with “**eROBSON Hub**” and any other Community the User prefers

Relative Communities





Step by step

6. Add a Community

6. In the middle of the form there is a field with title “EU Project”. Where the User has to check the field “OSOS”. “Published” box should be checked too.



EU Project*

ISE

OSOS

SALL

Admin Section

Approved

Unpublishing the community will make it unavailable to you and all other users.

Published

6. Add a Community

Step by step

7. Review the fields that have been completed and then choose “Create Community and become a member”. Congratulations! You just created a new Community

Revision information
No revision

Revision log message

Briefly describe the changes you have made.

Create Community and become a member





Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers

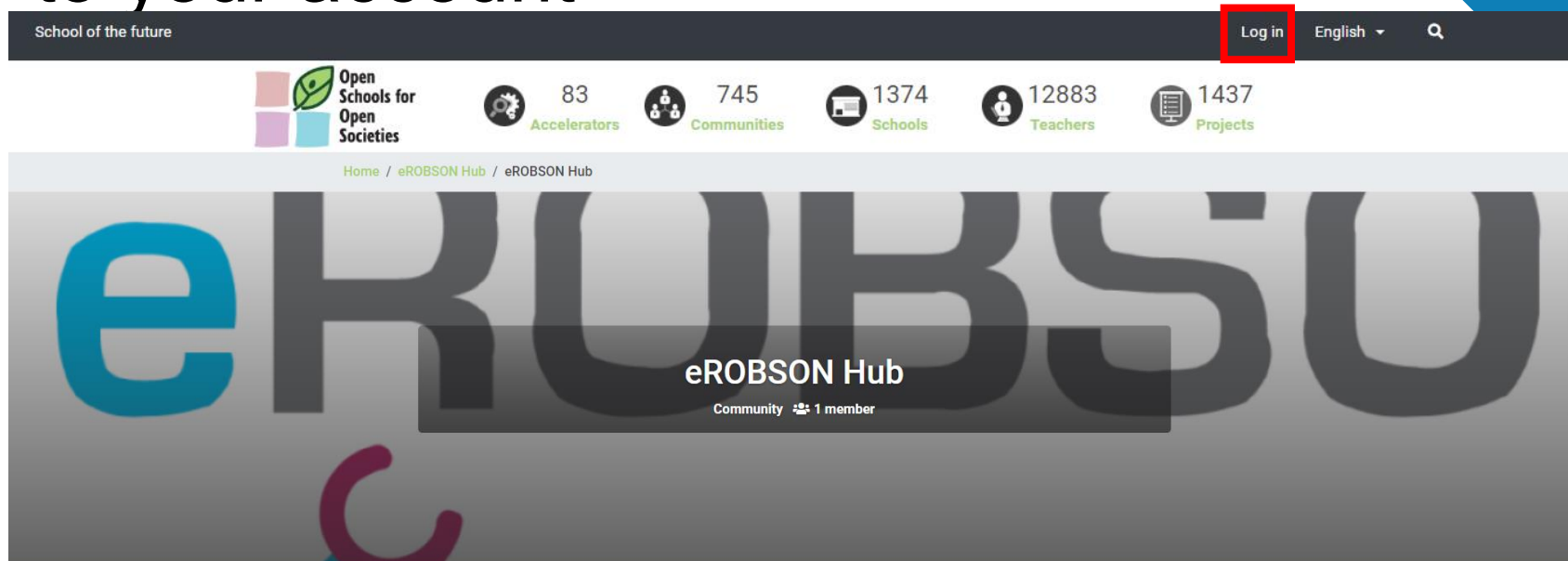
7. How to Join a Community



7. Join a Community

Step by step

1. Visit OSOS Platform ([Link](#)) and “Log in” to your account

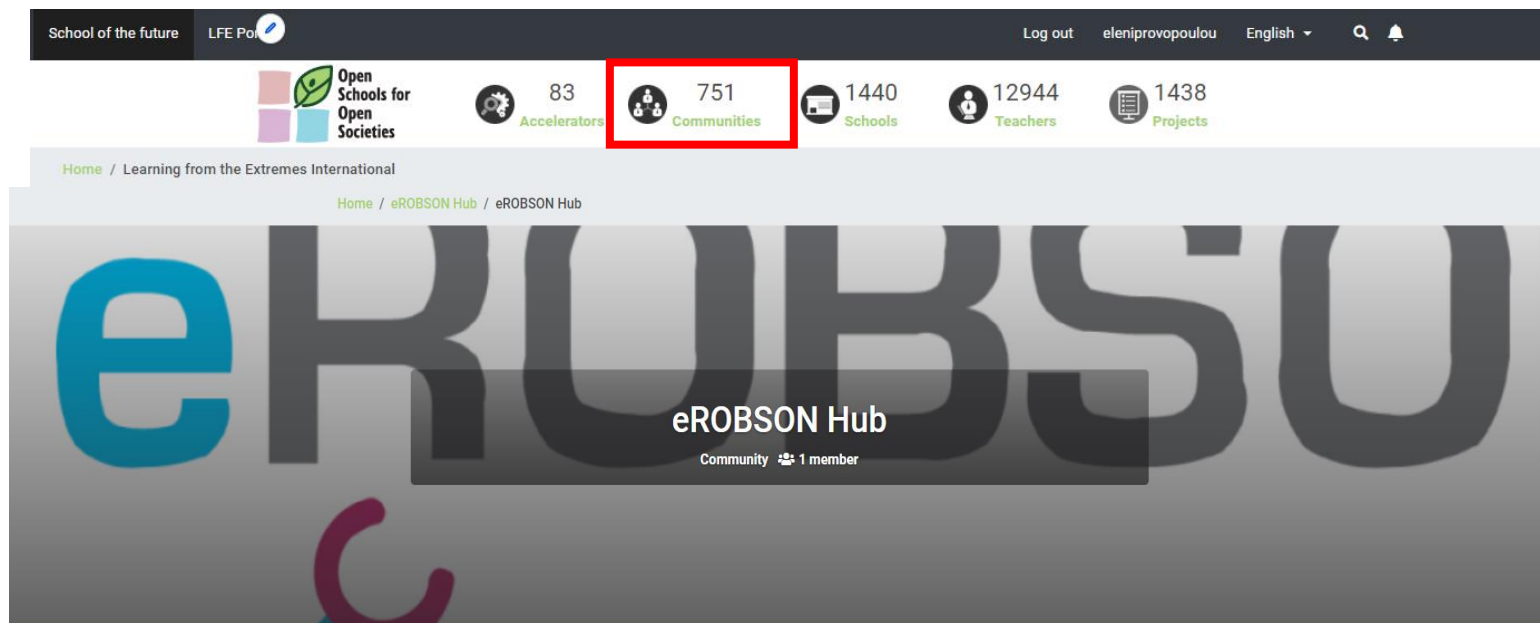




7. Join a Community

2. Choose Communities on the top of the portal

Step by step





7. Join a Community

Step by step

3. On the new page with the title “Communities”, you will find all the Communities and use the 4 filters to find a specific Community



The screenshot shows the 'Communities' page with a header image of hands holding a globe. Below the header, it says 'Displaying 1 - 15 of 745'. A red box highlights the filter section, which includes:

- Title:** An empty text input field.
- Thematic Area:** A dropdown menu with '- Any -' selected.
- Country:** A dropdown menu with '- Any -' selected.
- Sort by:** A dropdown menu with 'Most Recent' selected.

Below the filters is a green 'Search' button. The main content area shows two community cards:

- Learning from the Extremes International:** Features a small image and text: 'Learning from the Extremes is a European Union's Horizon Framework Program for Preparatory Action'. It has 19 members.
- Comunidade LfE - Portugal:** Features a small image and text: 'A Comunidade LfE Portugal reúne todos os participantes de escolas portuguesas no projeto Learning from the Extremes de forma a poderem caminhar juntos nesta aventura, apoiando-se uns aos outros, partilhando experiências e recursos'. It has 1 member and a domain of Technology.

7. Join a Community



Step by step

4. For example if I want to join the Community “SciCulture”, I am adding the word “SciCulture” as a keyword on Title’s field and then choose Search

Communities

Displaying 1 - 15 of 746

Title: SciCulture

Thematic Area: - Any -

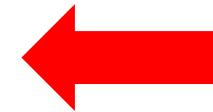
Country: - Any -

Sort by: Most Recent

Search

Learning from the Extremes International
Members: 19
Learning from the Extremes is a European Union's Horizon Framework Program for Preparatory Action - Increasing access to educational tools in areas and cooperation with...

Demo Community
Members: 1 | Domain: Foreign Language Learning
DEMO





7. Join a Community

Step by step

5. Then the Communities with the word “SciCulture” included on their Title will appear. (In our example, there is only one Community.) The User chooses the Community that he/she wants to join by clicking on the Title of the Community (text with the green font)


Displaying 1 - 1 of 1

Title: Thematic Area: Country:

Sort by:

SciCulture

Members: 2 | Domain: Science

 SciCulture

Bringing together social enterprise, scientific research, and the arts. What is SciCulture? The SciCulture project, funded by Erasmus+ embraces the unknown by bringing together science, art and entrepreneurship. We do this by incorporating transdisciplinary practice – or combining specific areas of knowledge into a new type of knowledge – with design thinking. Why is SciCulture important?



7. Join a Community



Step by step

6. The profile of the Community will appear. Then the User need to click on “Join” green button

SciCulture
Community 2 members

Wall Info Members Resources Projects Events

Bringing together social enterprise, scientific research, and the arts.

What is SciCulture?
The SciCulture project, funded by **Erasmus+** embraces the unknown by bringing together science, art and entrepreneurship. We do this by incorporating transdisciplinary practice – or combining specific areas of knowledge into a new type of knowledge – with design thinking.

Why is SciCulture important?
Too often the richness of expression found in the arts is restricted to galleries and theatre, just as the value and breadth of scientific knowledge is restrained to an academic bubble.

How do we burst all these individual bubbles? SciCulture recognises the spreading practice of combining disciplines. We want to build on that and believe stand-alone subjects are not the future, rather the investigation of perceptions within different types of knowledge is part of the process in envisioning healthy, equitable futures.

For more info visit the SciCulture website: <https://sciculture.eu>

Country
Malta

Created on
15/02/2022

Managed By
Menelaos Sotiriou

EU Project
OSOS

Domain
Science

Join



7. Join a Community

Step by step

7. And confirm the participation in the Community by selecting the green button “Join group”.

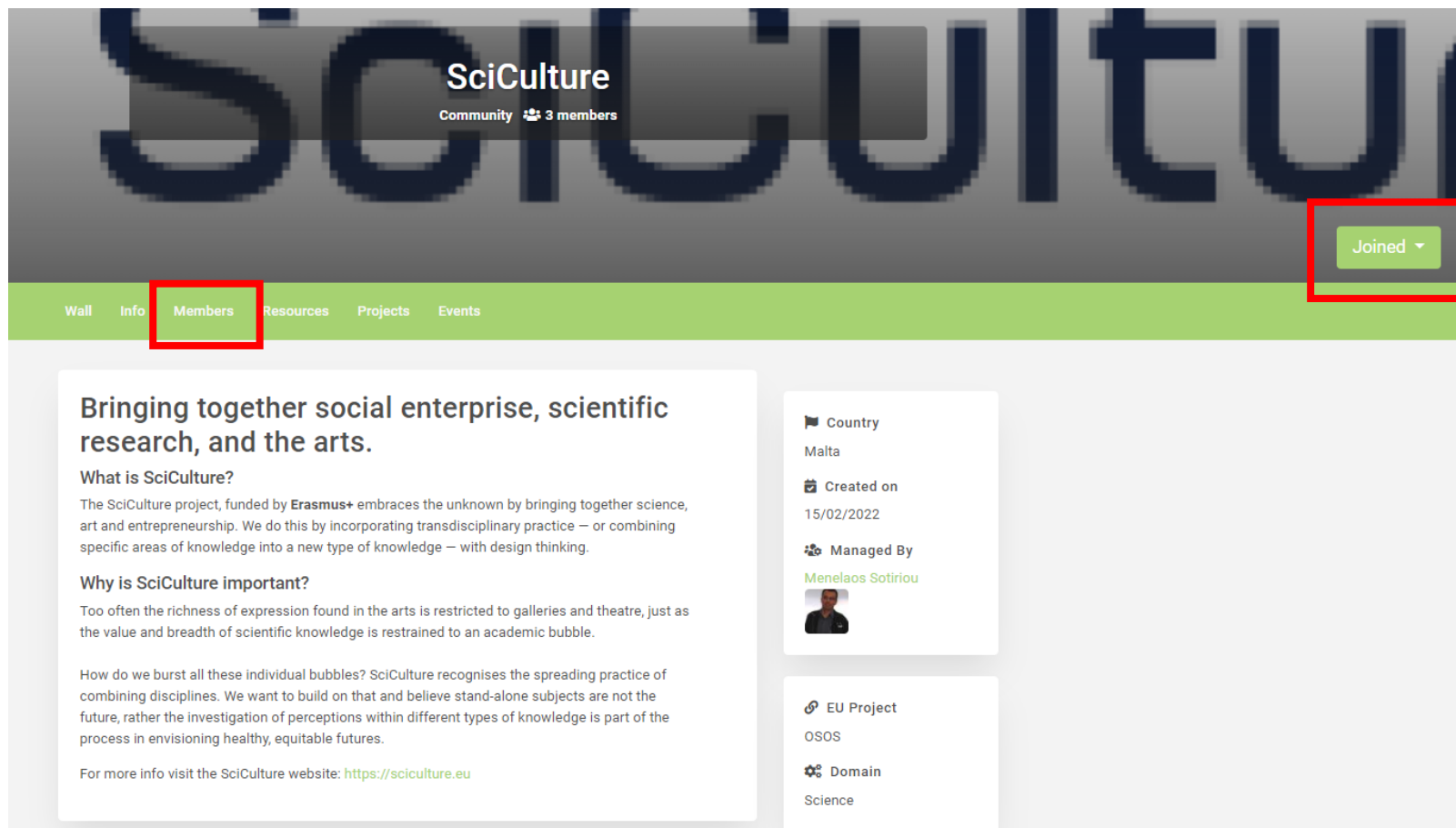




7. Join a Community

8. The profile page of the Community will appear again but this time the green button on the right side will turn to “**Joined**”. Also, the User can double-check that belongs to this Community, by selecting the “Members” option of the green Menu in the middle of the page

Step by step





7. Join a Community

Step by step

9. On this step User can see all members of this Community and check whether User's name has been included on the list. The green button on the right side of the page will have the title "Joined" as well

The screenshot shows the SciCulture community page. At the top, the header displays "SciCulture" and "Community 3 members". A green navigation bar contains links for "Wall", "Info", "Members", "Resources", "Projects", and "Events". On the right side of the header, a green button labeled "Joined" is highlighted with a red box and a red arrow. Below the navigation bar is a table listing community members. The table has columns for "Full name", "Roles", "Updated", "Joined", and "Operations". The row for "Eleni Provopoulou" is highlighted with a red box, and a red arrow points to it. The "Operations" column for this row contains a green "Edit member" button with a dropdown arrow.

Full name	Roles	Updated	Joined	Operations
Menelaos Sotiriou	• Manager	02/15/2022 - 12:37	02/15/2022 - 12:37	
Antónia Ribeiro	▪ <none>	02/21/2022 - 14:24	02/21/2022 - 14:24	
Eleni Provopoulou	• <none>	01/18/2023 - 12:46	01/18/2023 - 12:46	Edit member ▾



Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers

[Any enrolled User can
leave a community]

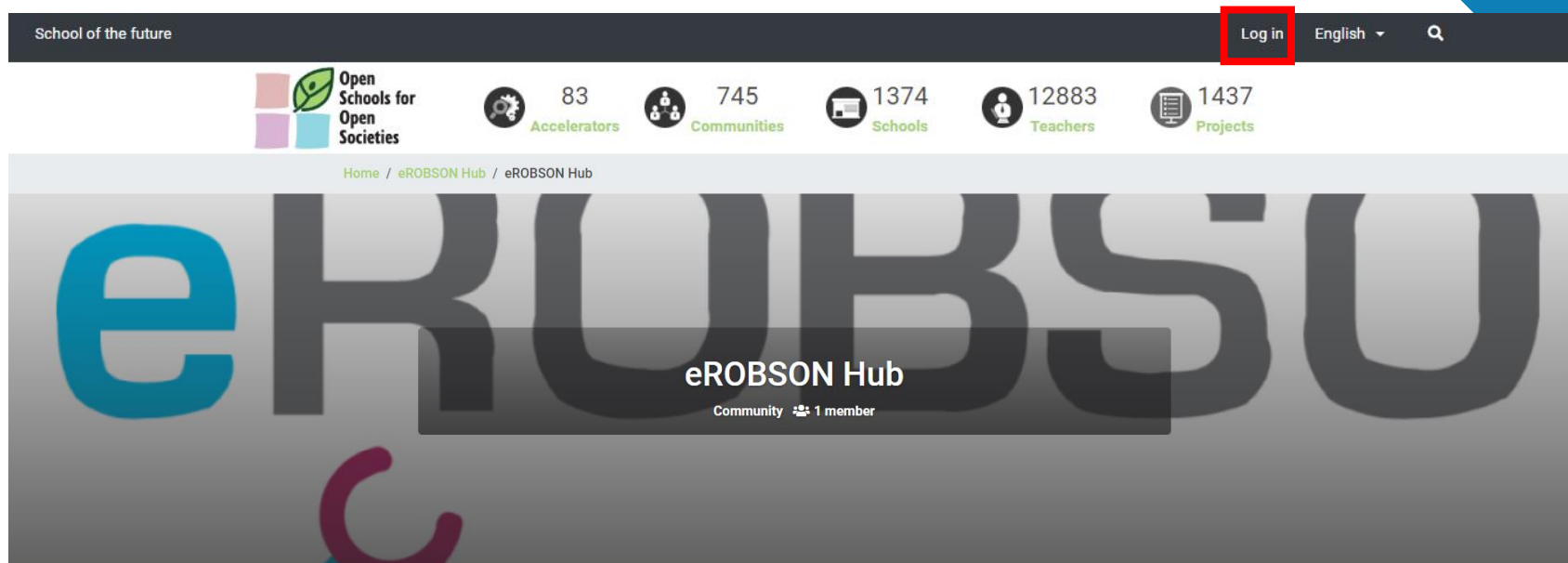
8. How to leave a Community



8. Leave a Community

1. Visit OSOS Platform ([Link](#)) and “Log in” to your account

Step by step

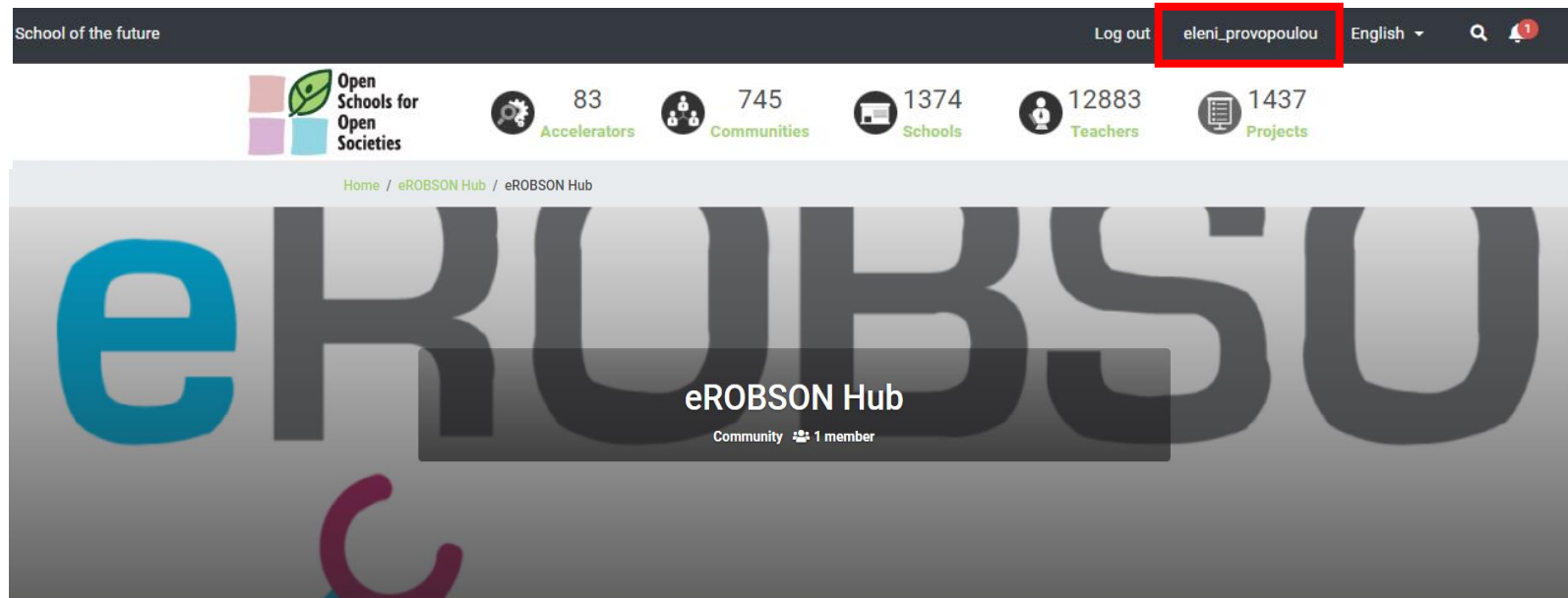


8. Leave a Community



Step by step

2. Click on your Username, once you are logged in



8. Leave a Community



Step by step

3. Your name will appear on the middle of the top page. Then you have to choose the “**Communities**” from the green Menu on the middle of the site

School of the future eleni_provopoulou Log out English

Open Schools for Open Societies

83 Accelerators 745 Communities 1374 Schools 12884 Teachers 1437 Projects

Home / eleni_provopoulou

Eleni Provopoulou

View Events Schools **Communities** Projects Resources Edit

Member for 2 months Full name Eleni Provopoulou

Role School Manager Country Greece

Register a Community Register a School Register an event

8. Leave a Community



Step by step

4. On the new page with the title “Communities”, you will find all the Communities you have joined so far. Then, you choose the Community you want to leave. In our scenario, we want to leave “Demo Community”. Thus, we select this Community by click on the green title of the Community

Communities

View Events Schools Communities Projects Resources Edit

Title EU Project Sort by
Order
Asc
Apply

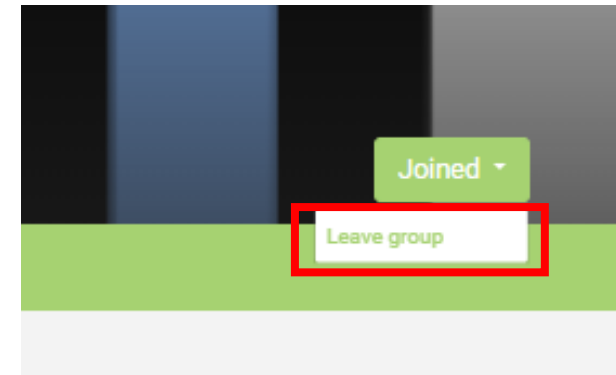
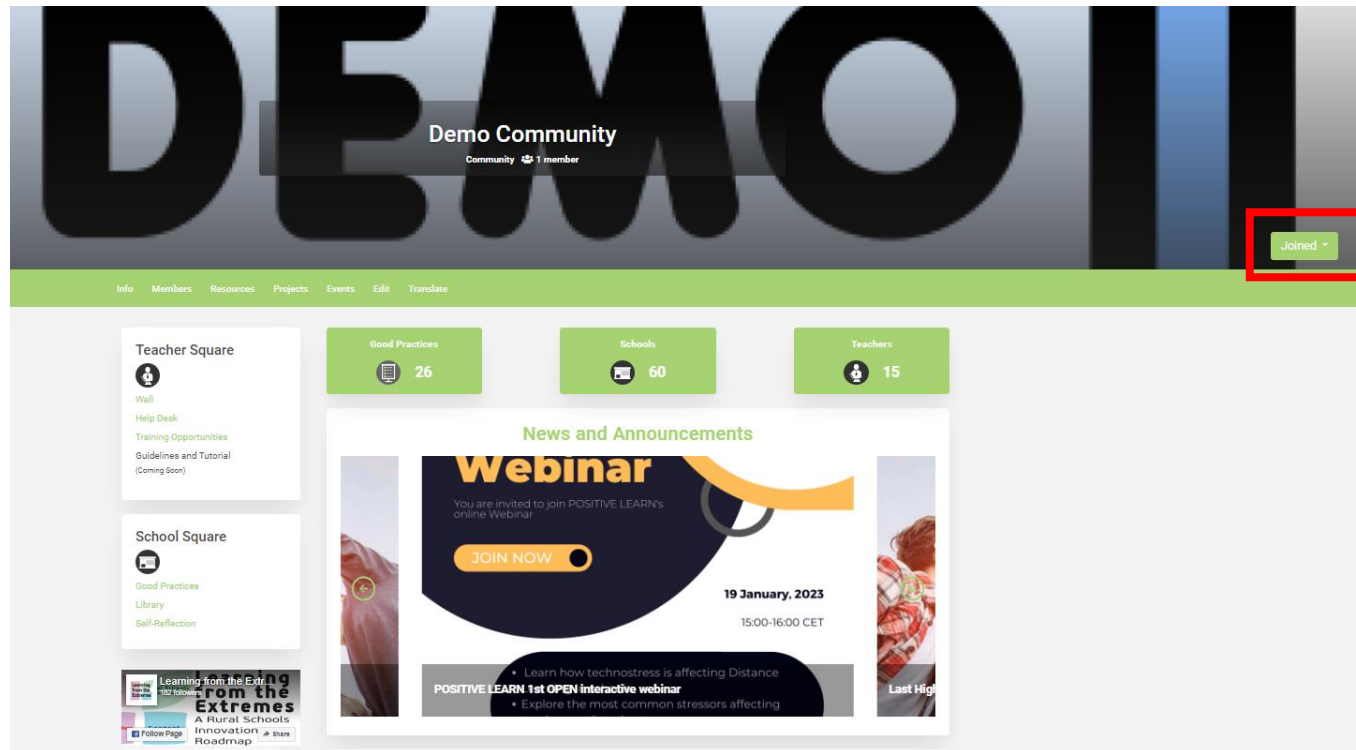
Demo Community ←
Members: 1 | Domain: Foreign Language Learning
DEMO

Learning from the Extremes International
Members: 19

8. Leave a Community

Step by step

5. Next, the profile of “Demo Community” will appear. On the green button on the right side of the webpage, we can see the status of my connection with this Community. Since it has the title “Joined”, the User is member of this Community. To leave the Community, the User need to click on the “Joined” button and then select “Leave group”

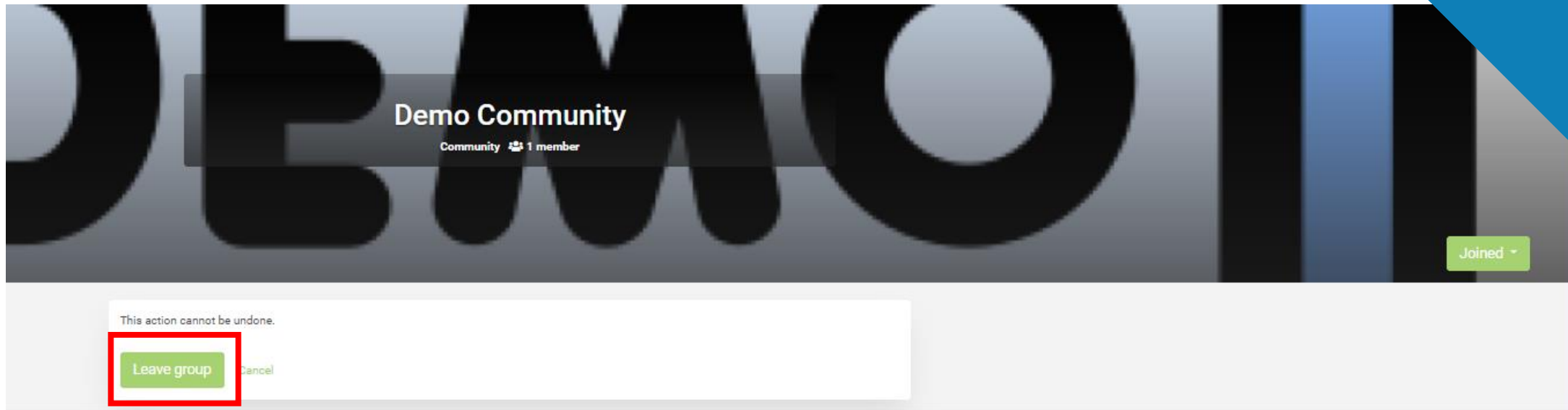


8. Leave a Community



Step by step

6. On the next page, the User need to confirm that wants to leave the group, by clicking on the green button “Leave group”

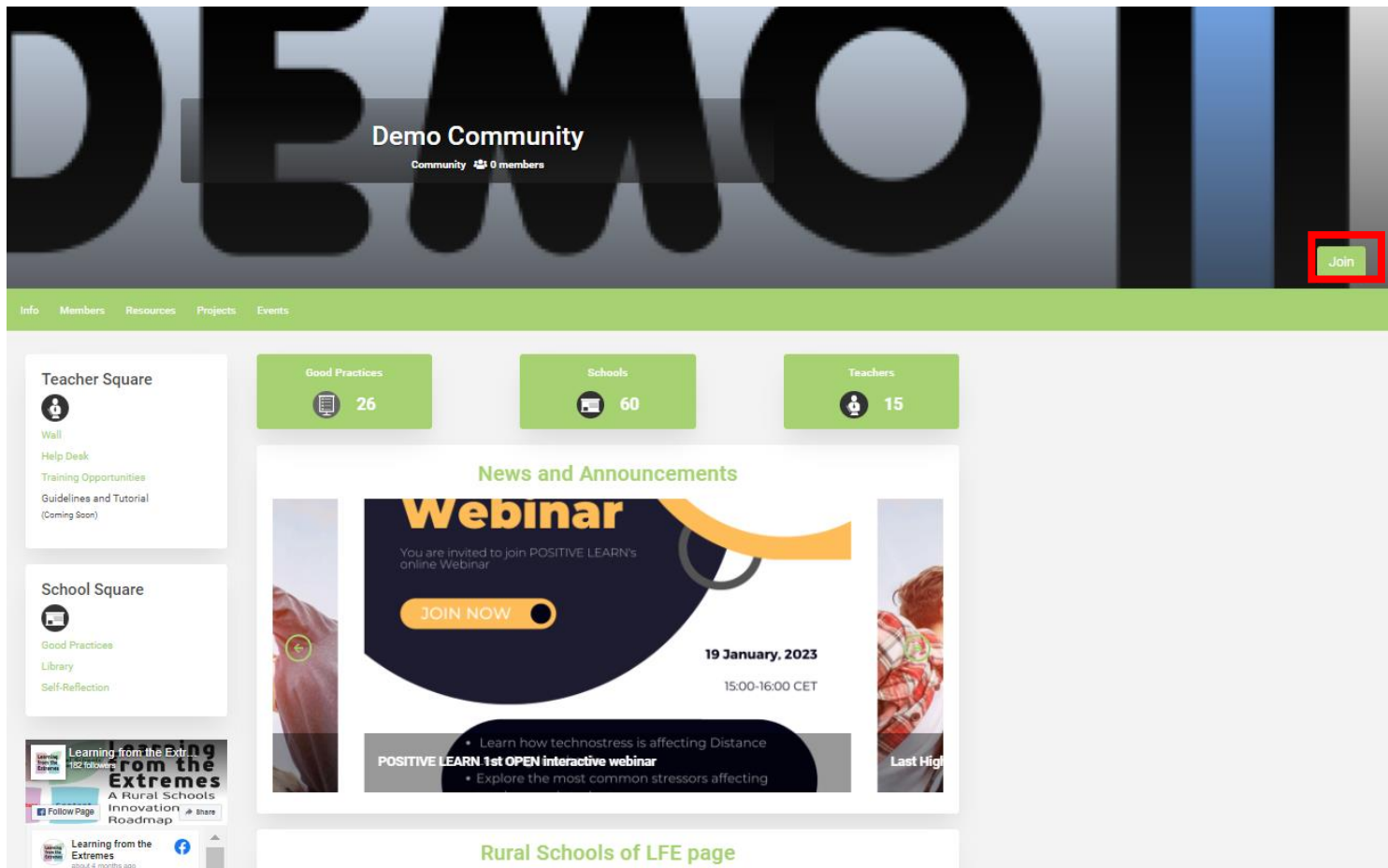


8. Leave a Community



Step by step

7. After completing step 6, the profile of the Community will appear again, but this time the green button on the right side of the webpage will have the title “Join”, which means that the User successfully left the Community





Use case description:

Users:

- ✓ School Managers
- ✓ Teachers

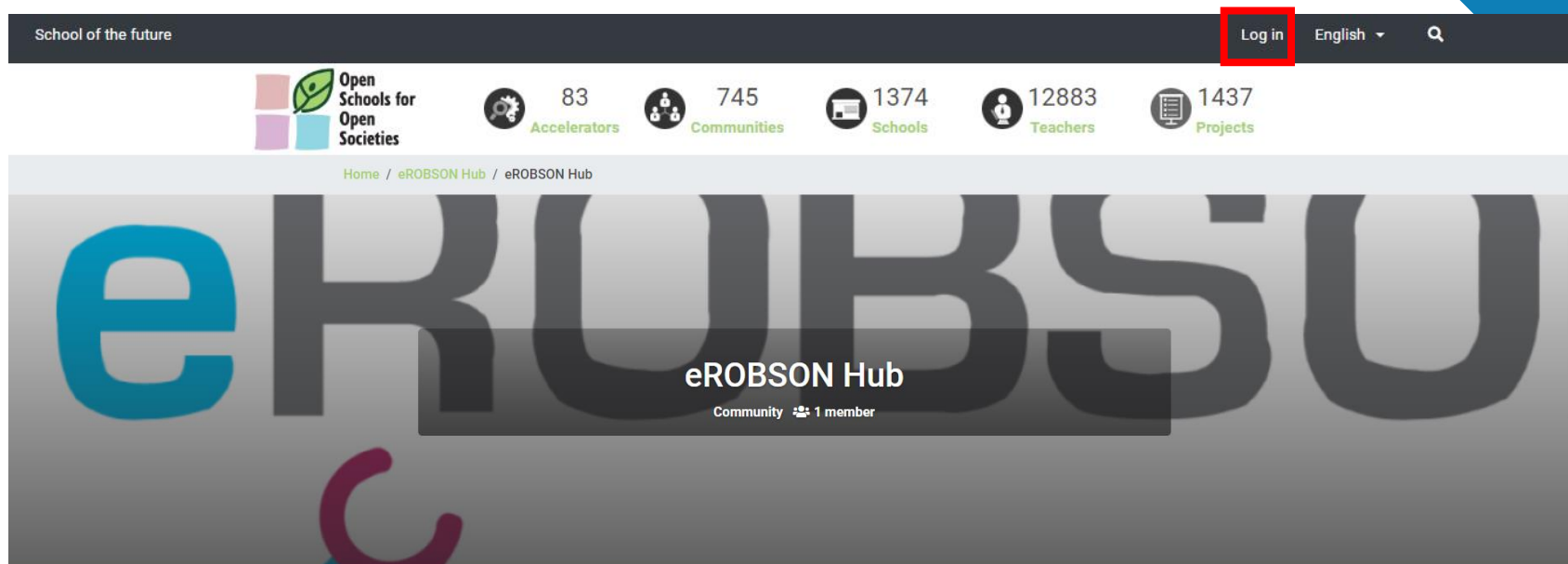
9. How to add a Project



9. Add a Project

1. Visit OSOS Platform ([Link](#)) and “Log in” to your account

Step by step

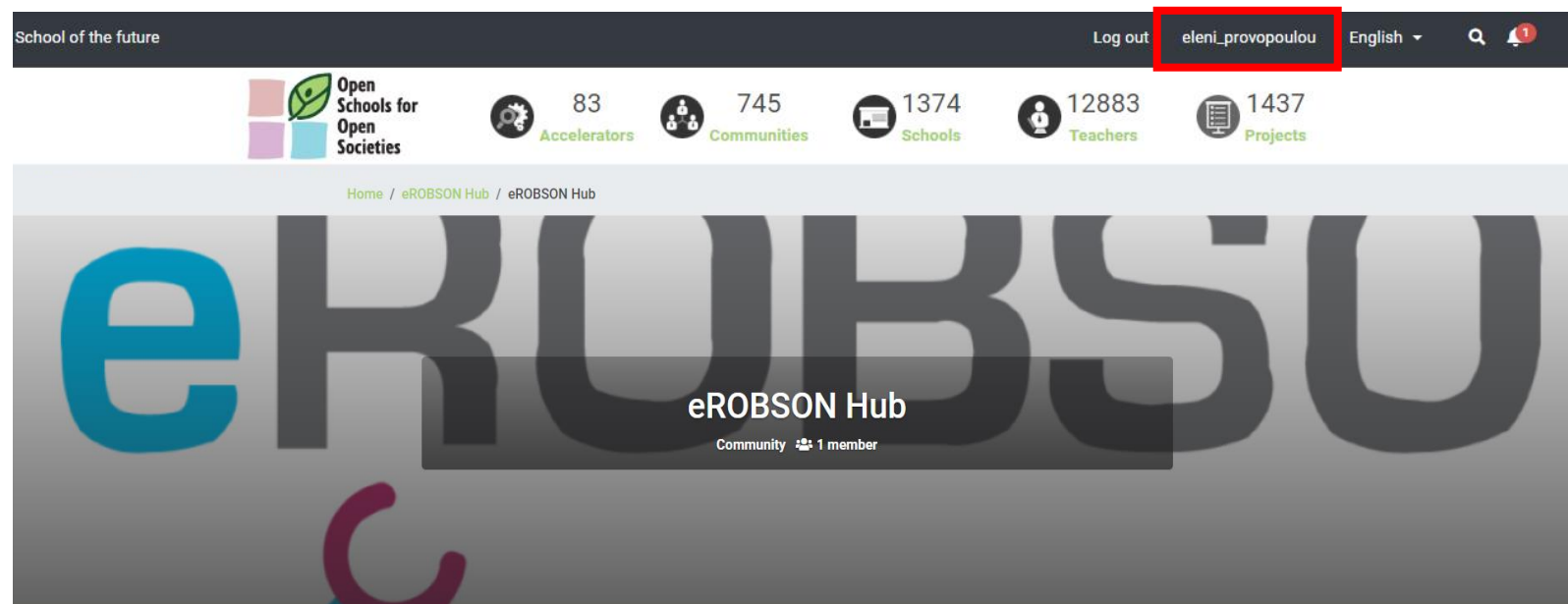




9. Add a Project

Step by step

2. Click on your Username, once you are logged in

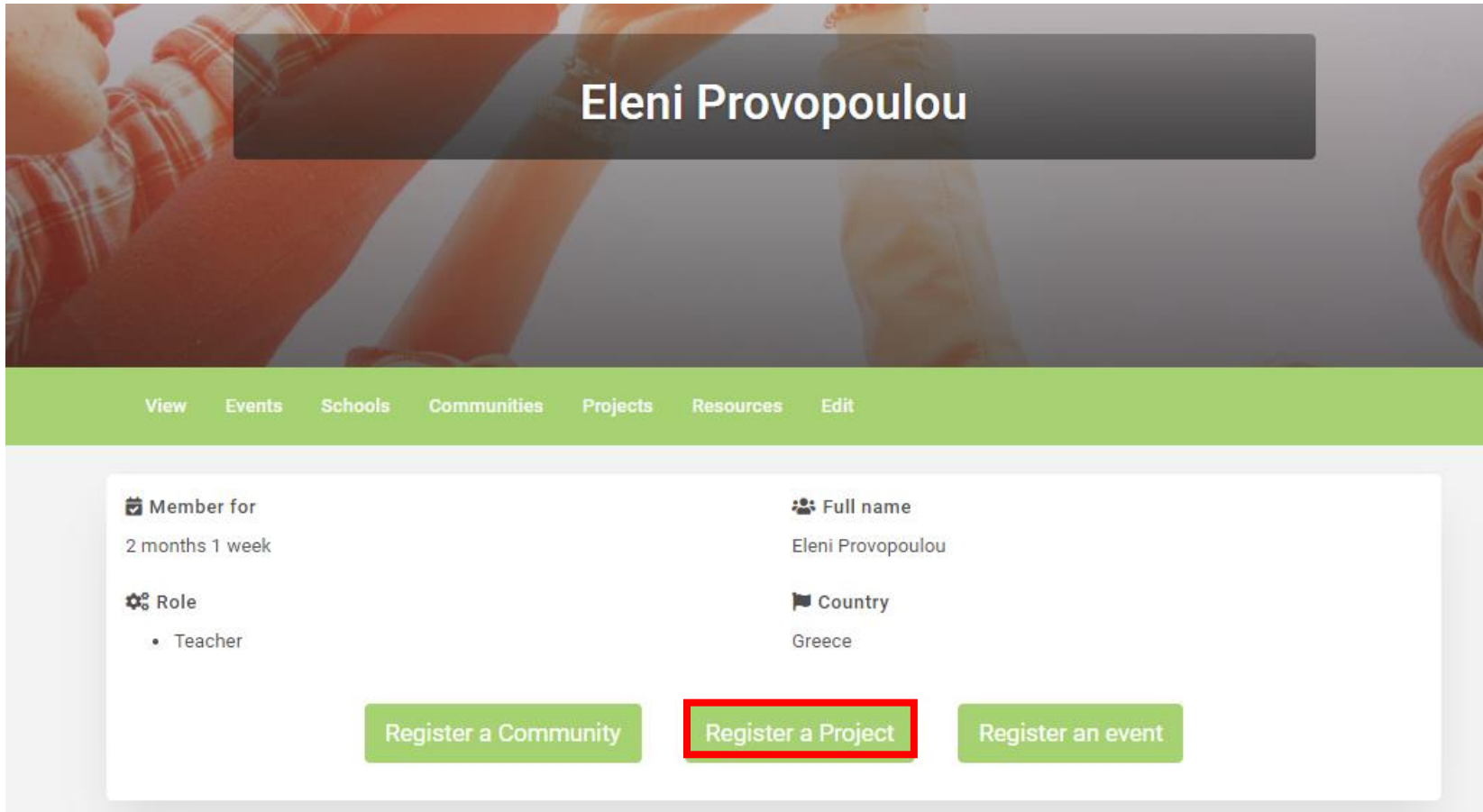


9. Add a Project



Step by step

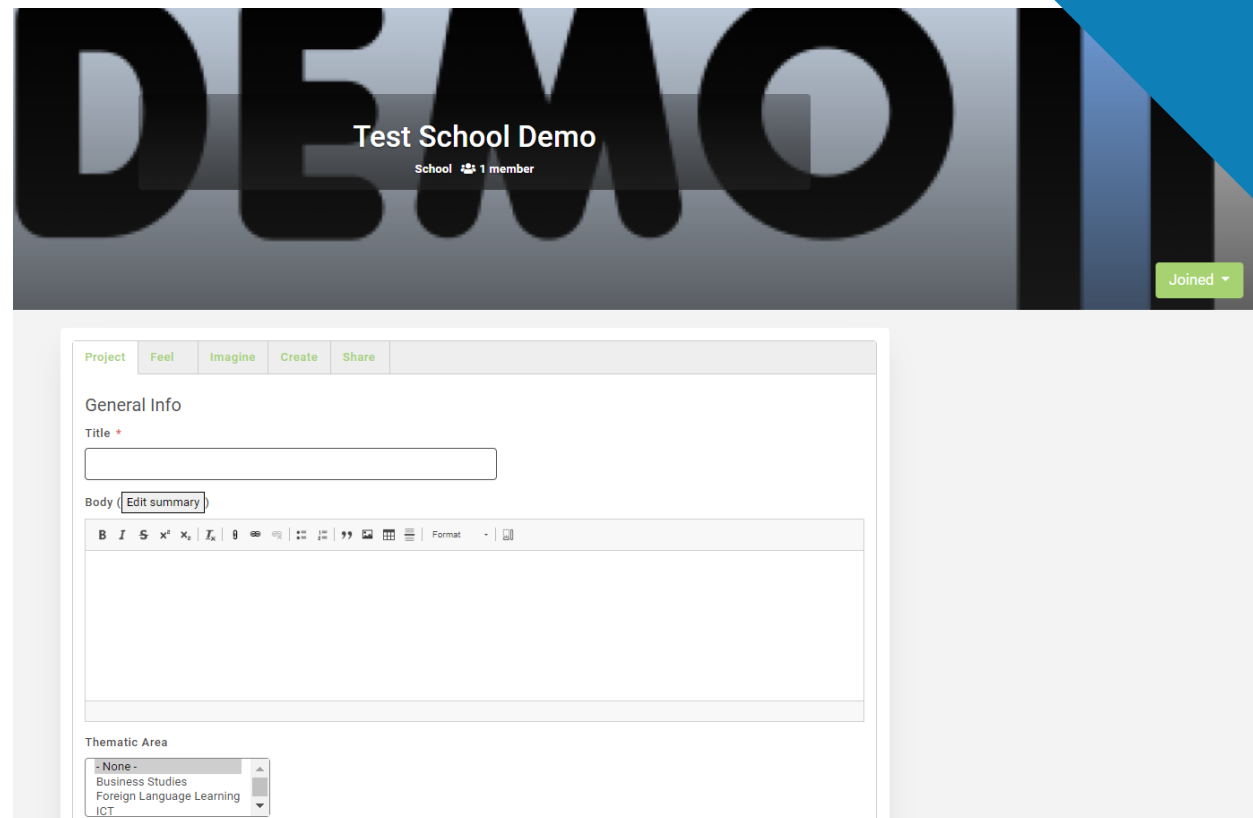
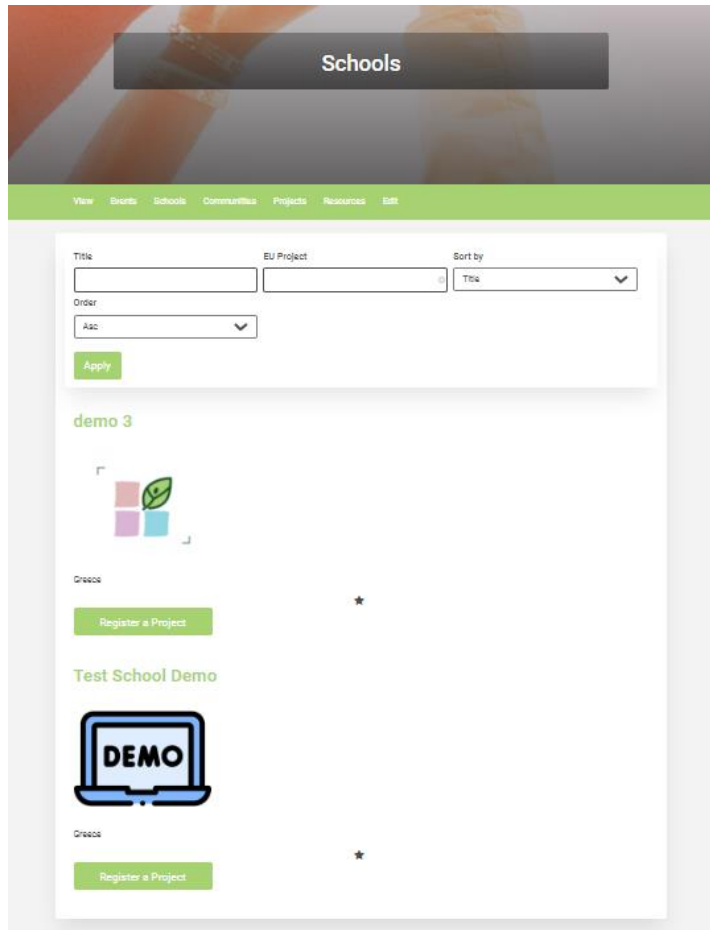
3. Your name will appear on the middle of the top page.
Then you need to choose the “**Register a Project**”
button



9. Add a Project

Step by step

4. Next, a new page about choosing the School that implements the Project will appear. After choosing the school, a new page with New Project's form will appear, where User need to complete all the necessary information about the new Project



9. Add a Project



Step by step

5. Please note that Users must associate the new Project with “**eRobson Hub**” and any other Community the User prefers.

Associated Communities





9. Add a Project

Step by step

6. In the middle of the form there is a field with title “License level” where “Public” option should be selected. Then on “EU Project” field on the bottom of the form User should select “OSOS” from the drop-down menu.

The screenshot shows a web form with several sections. The 'License level*' section is highlighted with a red box and contains two radio buttons: 'Private' (unselected) and 'Public' (selected). Below it is the 'Lifecycle Status' section with a 'Draft' dropdown menu. The 'Contact Info' section contains a rich text editor with a toolbar. At the bottom, the 'EU Project *' section is highlighted with a red box and shows a dropdown menu with 'OSOS (64)' selected.





9. Add a Project

Step by step

7. Review the fields that have been completed and then choose “Save”. Congratulations! You just created a new Project

Revision information
No revision

Revision log message

Briefly describe the changes you have made.

Save

TEST Project Demo

View Delete Share Clone Edit Translate

Osos Project *TEST Project Demo* has been created. x

DEMO

Hosted by OSOS , contributed by *eleni_provopoulou* on 27 January 2023

Learning Objectives

Updated on 27/01/2023

Link
Test School Demo

Language English

Thematic Area
Business Studies

Age group
less than 6

Download



Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers
- ✓ Visitors

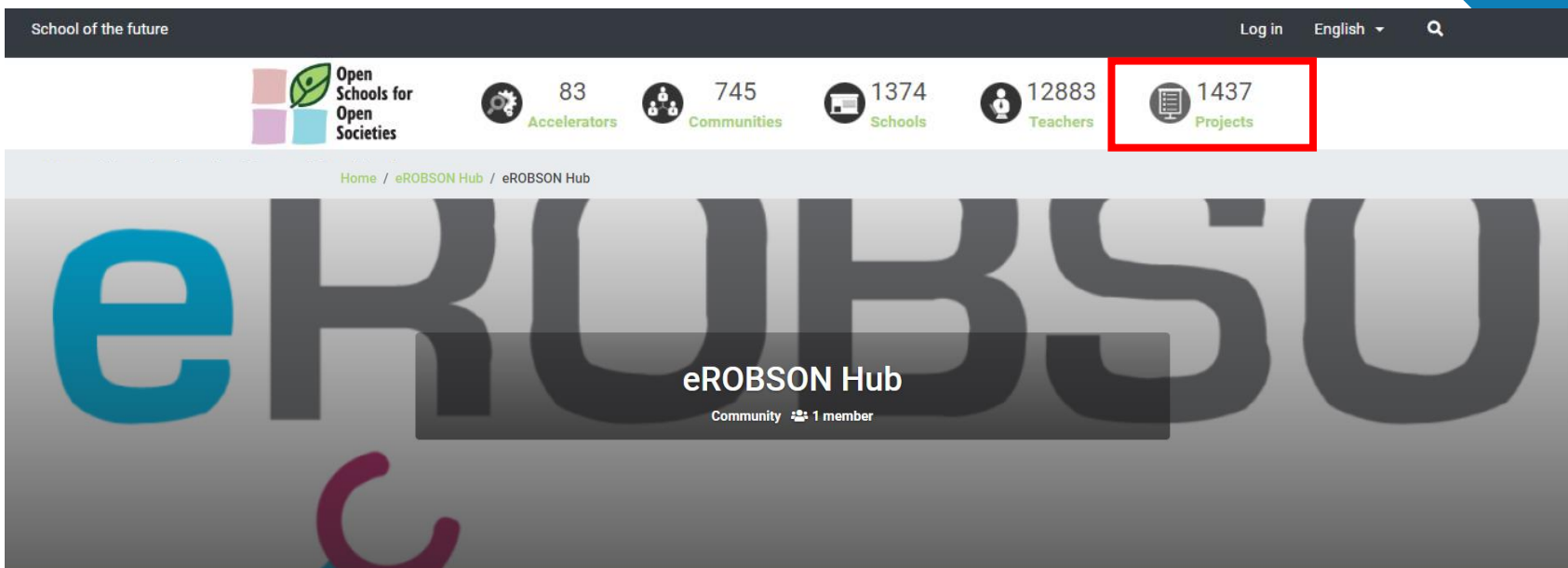
10. How to search for a Project



10. Search for a Project

1. Visit OSOS Platform ([Link](#)) and choose Projects

Step by step

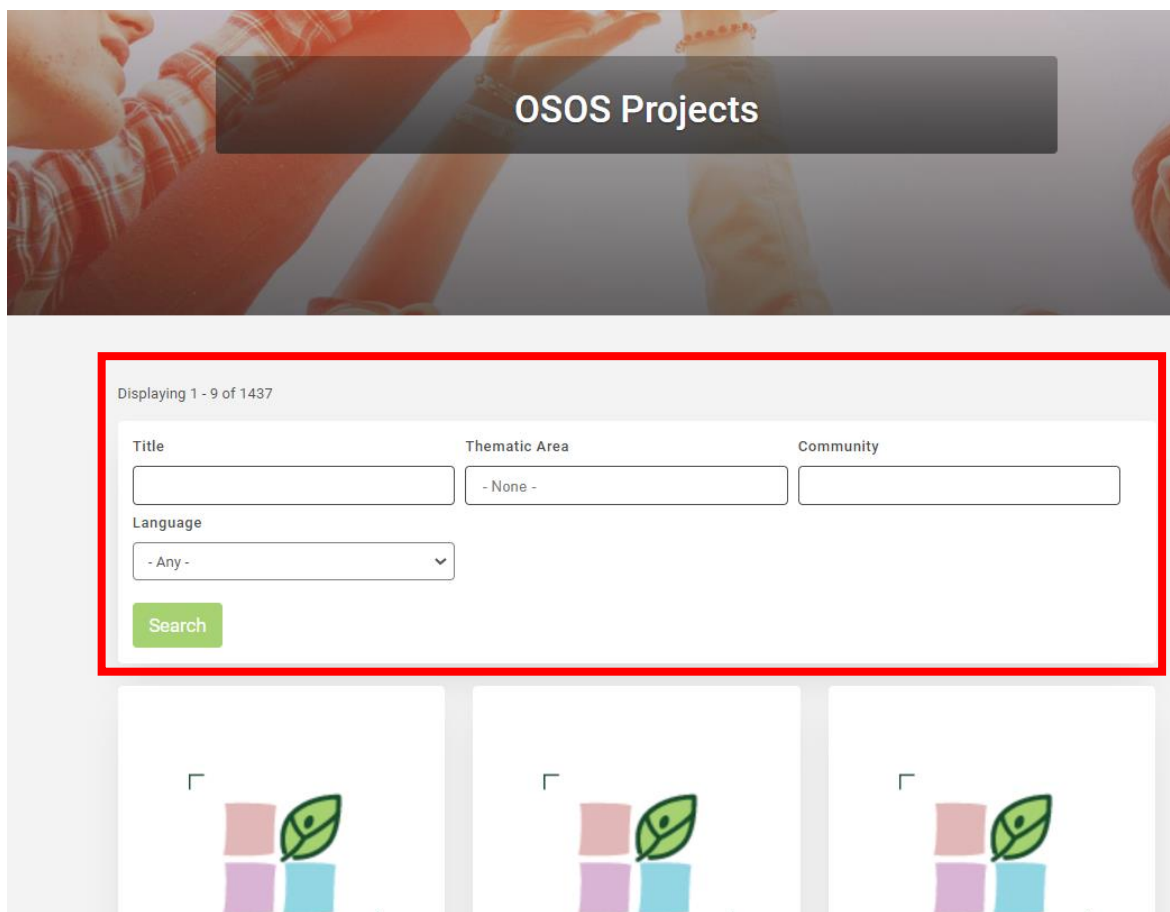




10. Search for a Project

2. On the new page with the title “OSOS Projects”, you will find all the registered projects and use the 4 filters to find a specific project

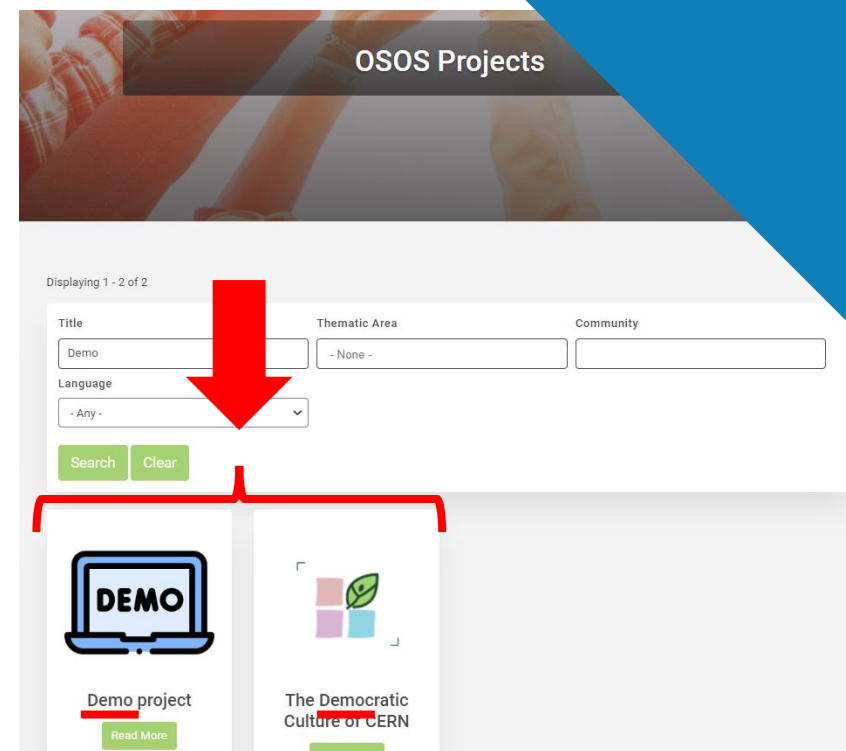
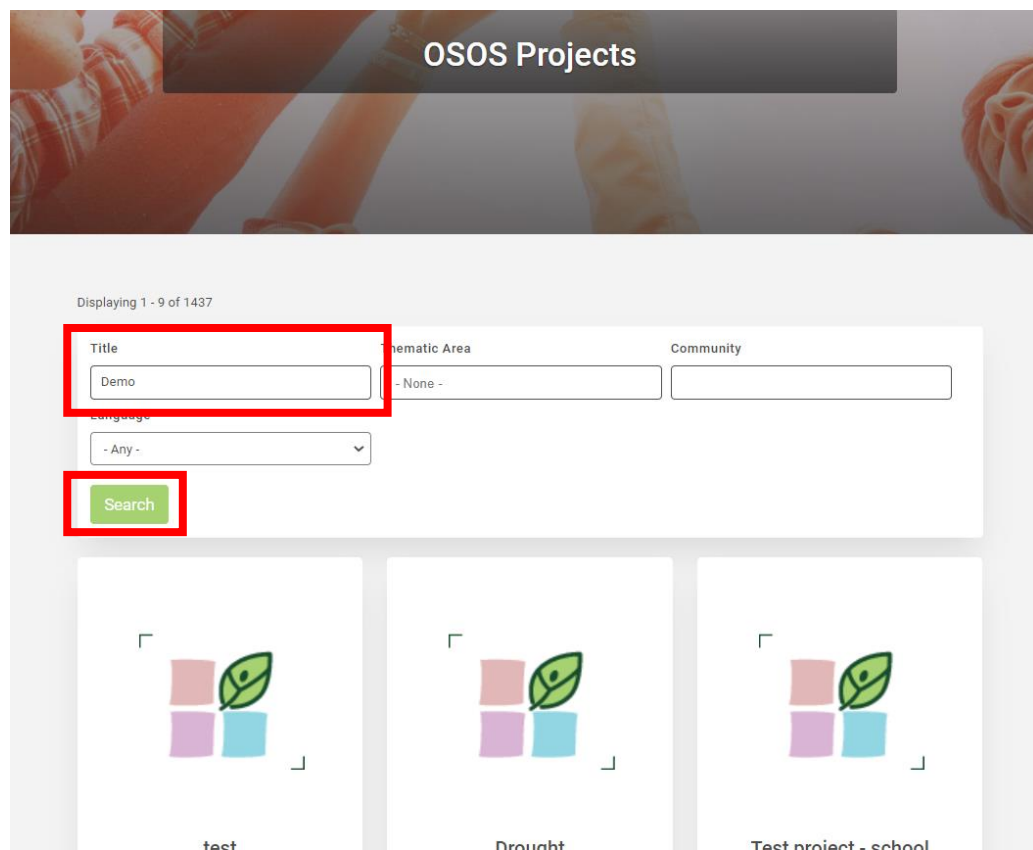
Step by step



10. Search for a Project

Step by step

3. For example if I want to find a Project with the word “Demo”, I am adding the word “Demo” as a keyword on Title’s field and then choose Search. Then all projects with the word “Demo” included on their Title will appear





Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers
- ✓ Visitors

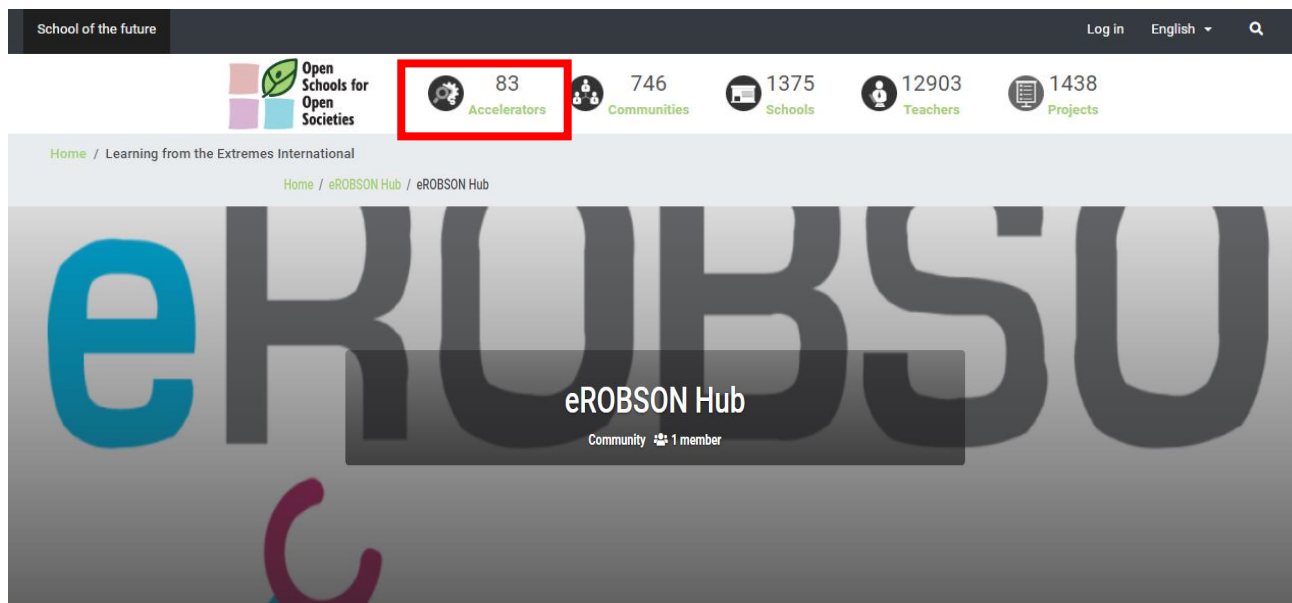
11. How to search for an Accelerator



11. Search for an Accelerator

Step by step

1. Visit OSOS Platform ([Link](#)) and choose Accelerators (on the top side of the site)





11. Search for an Accelerator

Step by step

2. On the new page with the title “OSOS Accelerators”, you will find all Accelerators and use the 3 filters to find a specific Accelerator

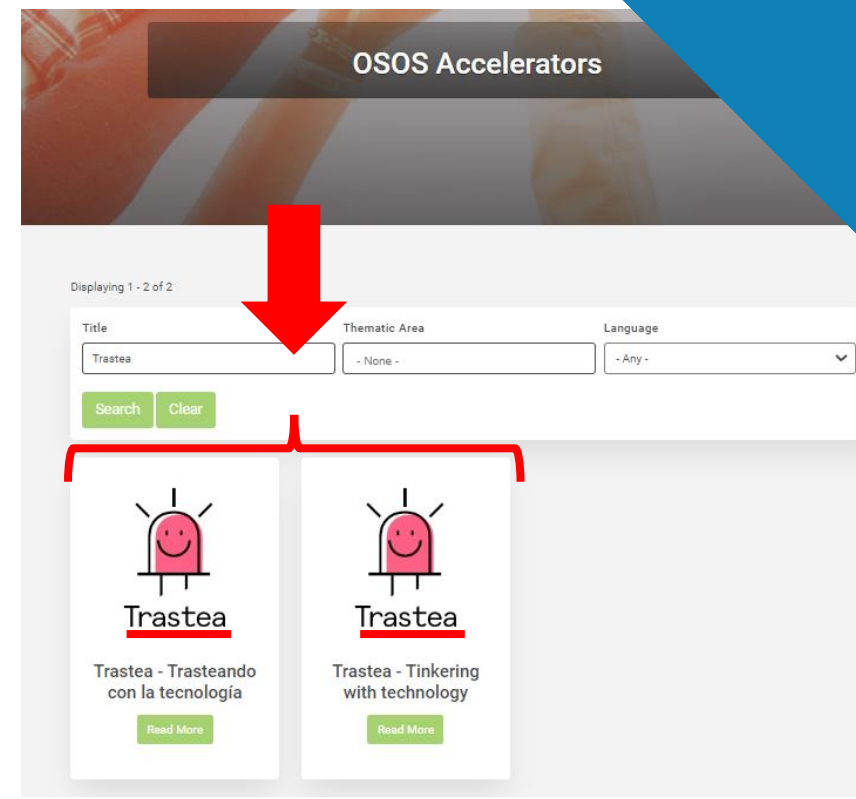
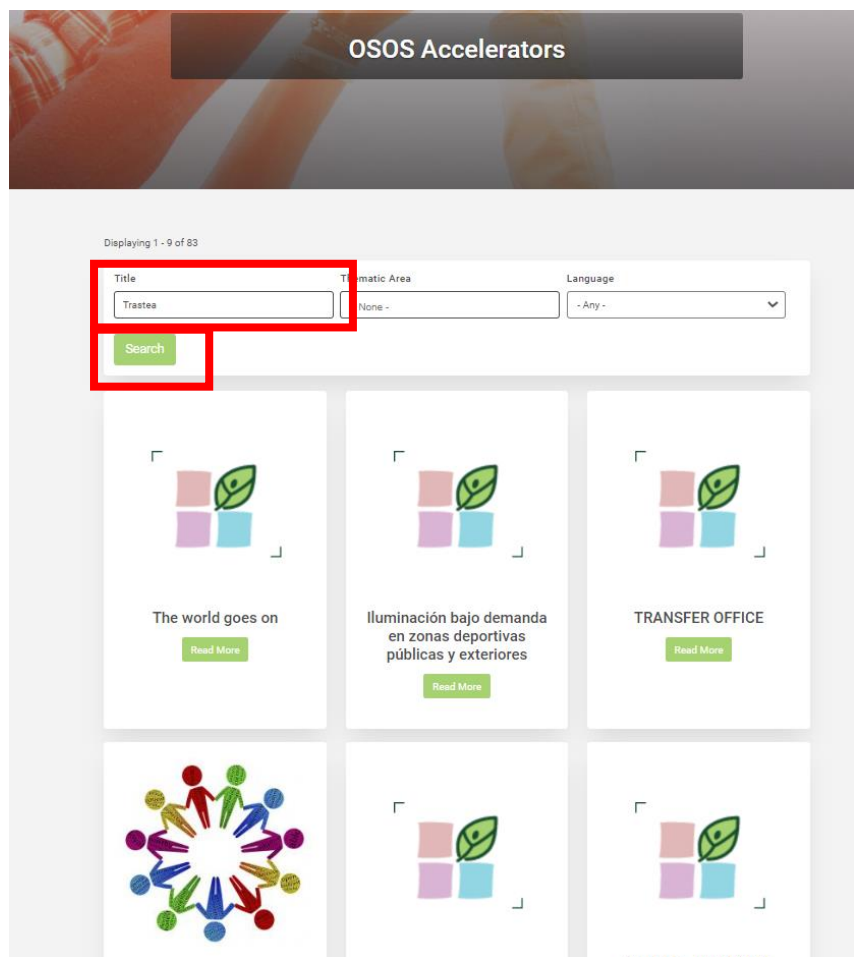
The screenshot shows the 'OSOS Accelerators' website. At the top, there is a header with the text 'OSOS Accelerators'. Below the header, there is a search filter interface highlighted with a red box. The filter interface includes a 'Title' input field, a 'Thematic Area' dropdown menu with '- None -' selected, and a 'Language' dropdown menu with '- Any -' selected. A green 'Search' button is located below the filter fields. Below the search filter, there is a list of three accelerators, each with a logo and a 'Read More' button. The first accelerator is titled 'The world goes on', the second is 'Iluminación bajo demanda en zonas deportivas públicas y exteriores', and the third is 'TRANSFER OFFICE'.



11. Search for an Accelerator

Step by step

3. For example if I want to find the Accelerator “Trastea”. I am entering the text “Trastea” under Title’s search box and then choose Search. Next, Accelerators with the word “Trastea” included on the Title will appear





Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers
- ✓ Visitors

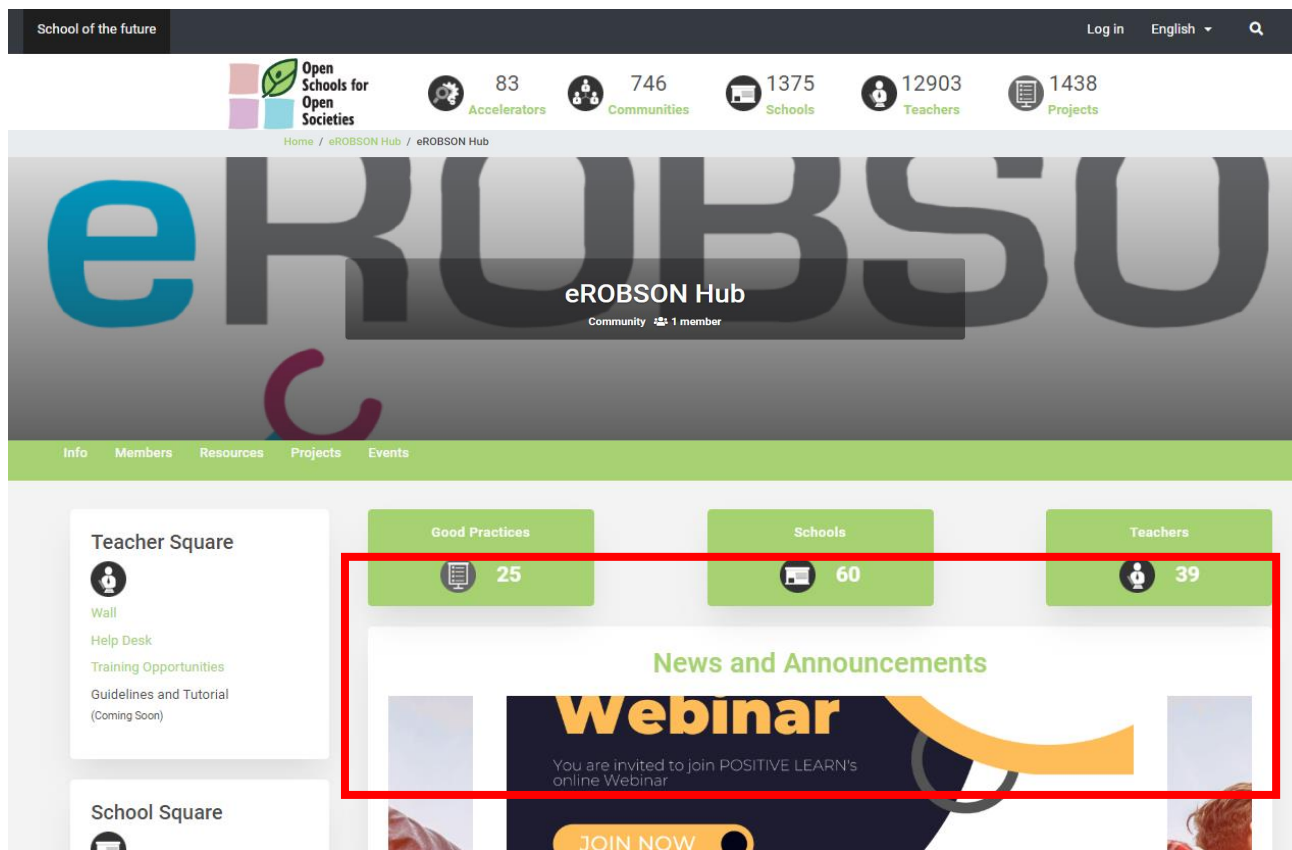
12. How to search for News and Announcements



12. Search for News

Step by step

1. Visit OSOS Platform ([Link](#)) and choose News (on middle of the site)





12. Search for News & Announcements

Step by step

2. On the new page with the title “OSOS- News and Announcements Page” you can find all News and Announcements. Here you can use the 3 filters to find a specific New or Announcement

LFE - News and Announcements Page

Add a(n) New/Announcement

Title Sort by Order

Search

EEPN
European Education Policy Network Policy Recommendations 2022
Read More

LfE Webinar: Meeting the needs of our schools through teacher professional developmen...
Read More

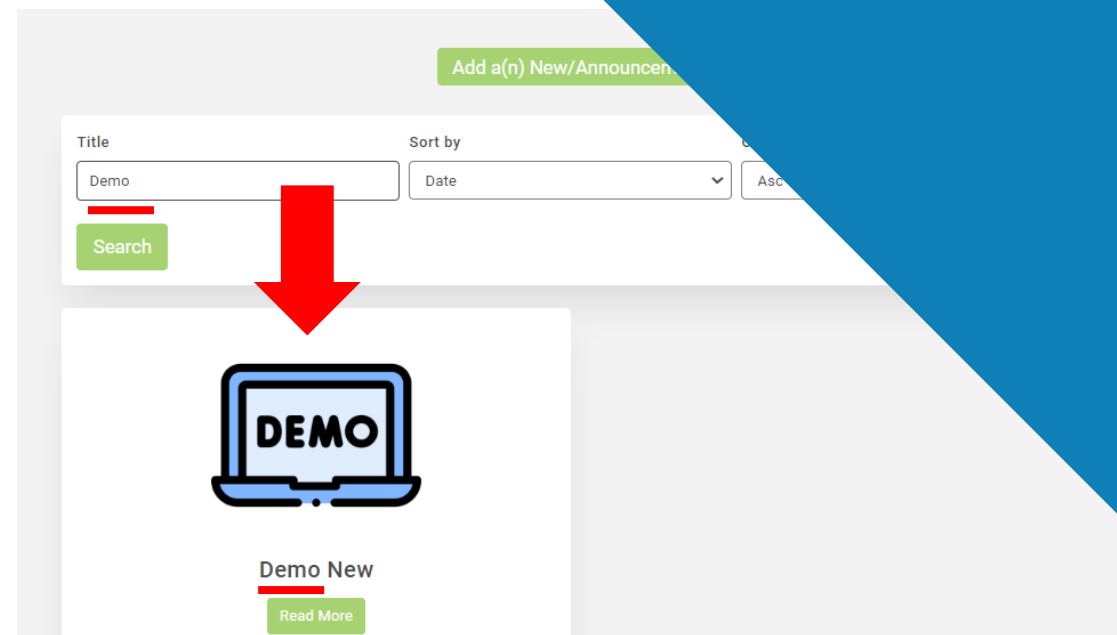
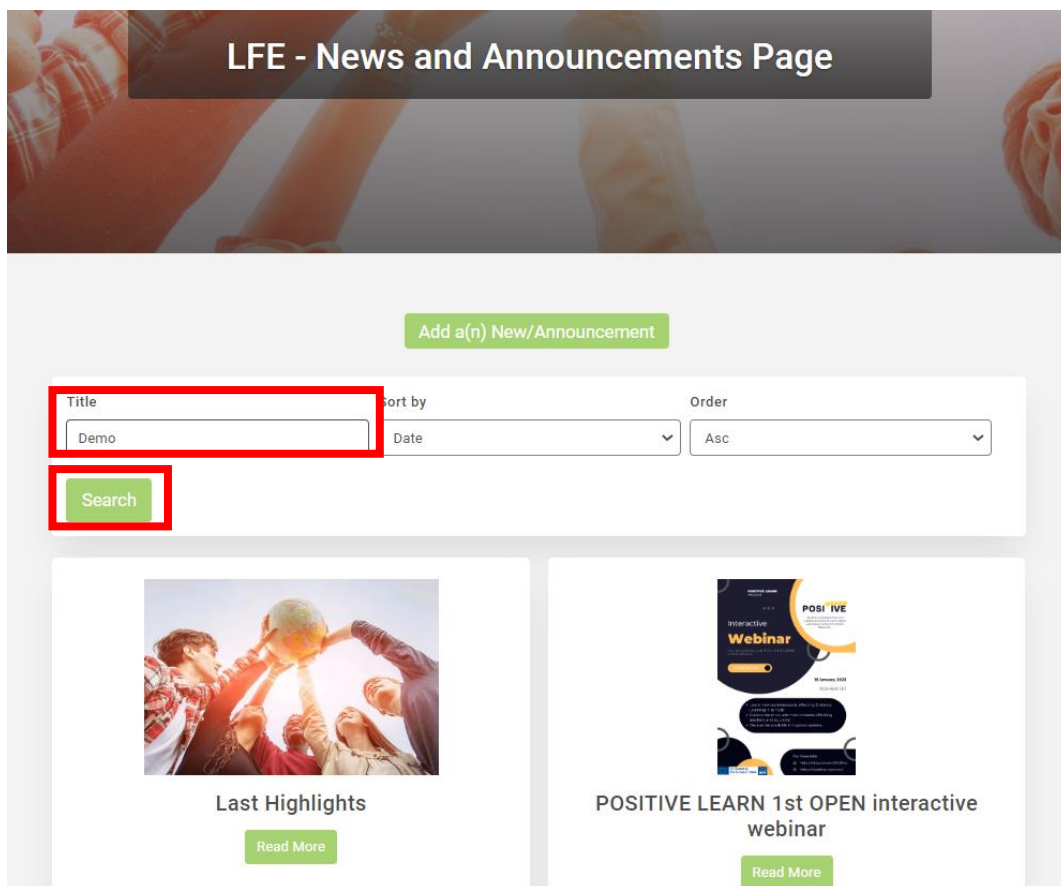




12. Search for News & Announcements

Step by step

3. For example if I want to find a New about “Demo”. I am entering the text “Demo” under Title’s search box and then choose Search. Then News with the word “Demo” included on the Title will appear





Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers
- ✓ Visitors

13. How to search for an event



15. Search for an Event

Step by step

1. Visit OSOS Platform ([Link](#)) and choose Events

School of the future

Log in English

Open Schools for Open Societies

83 Accelerators

745 Communities

1374 Schools

12883 Teachers

1437 Projects

Home / eROBSON Hub / eROBSON Hub

eROBSON Hub

Community 1 member

Info Members Resources Projects **Events**

Teacher Square

- Wall
- Help Desk
- Training Opportunities

Good Practices 26

Schools 59

Teachers 15

News and Announcements

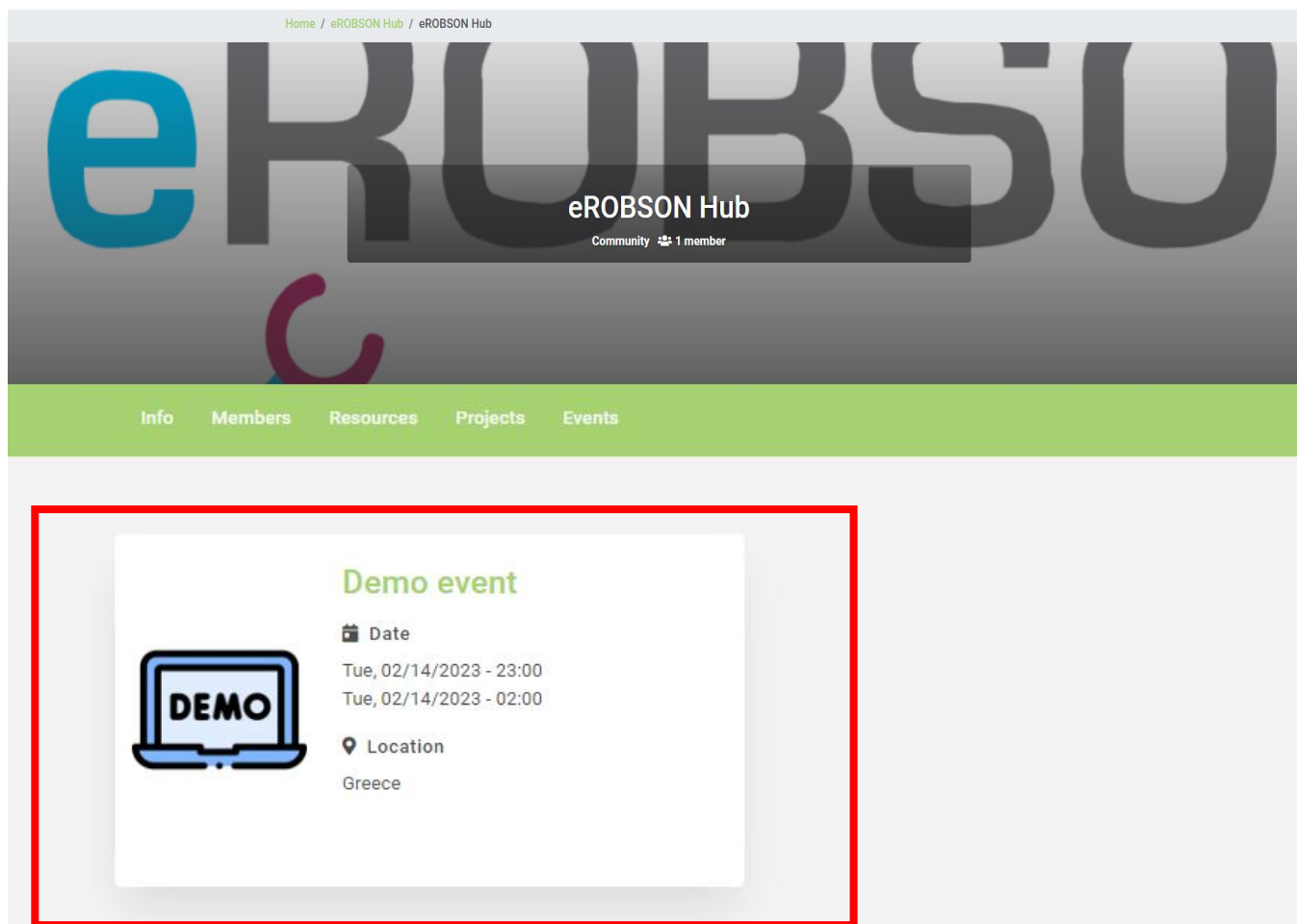




15. Search for an Event

2. On the new page with the title “Learning from the Extremes International”, you will find all the available events. After selecting the title of the event, you can find more details about this event

Step by step

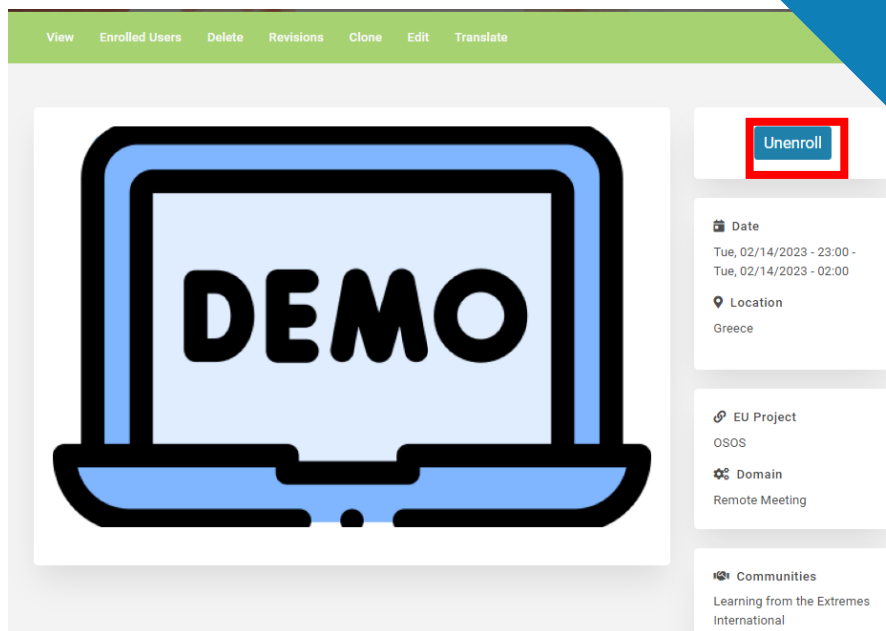
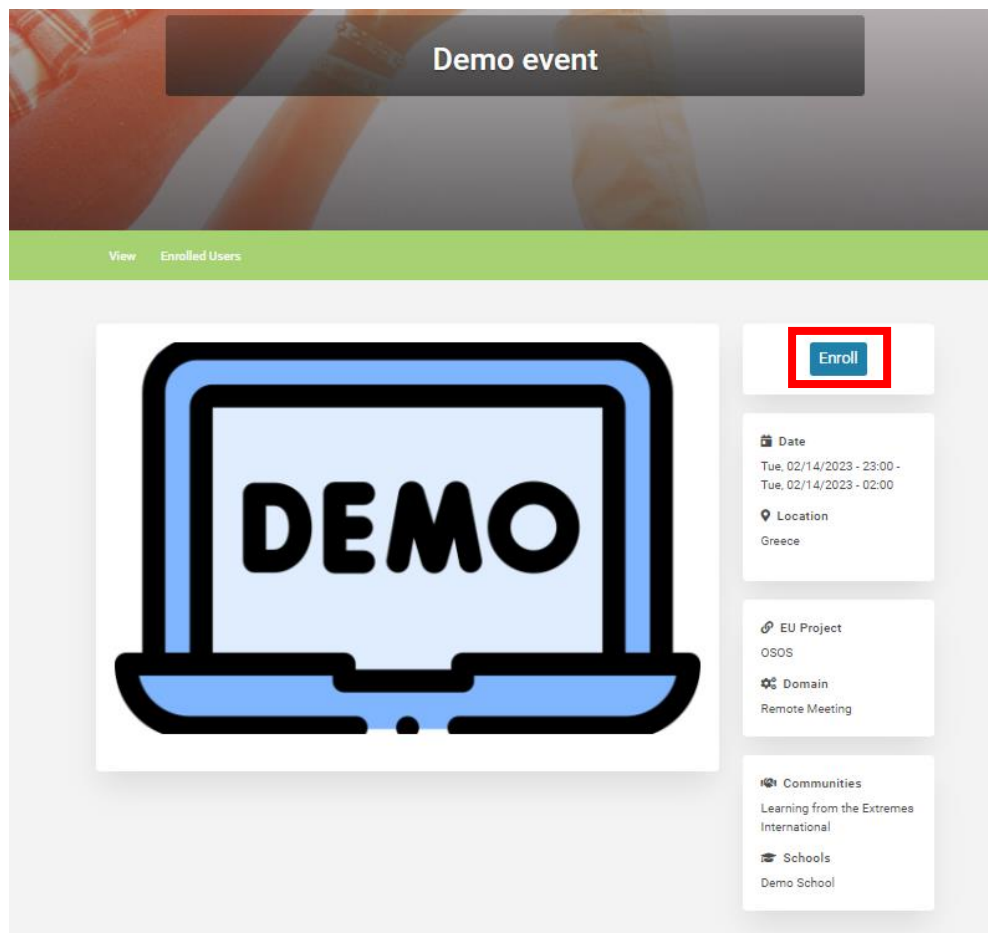




15. Search for an Event

3. Here you will find useful information about the event. Moreover, on the right side of the page you can find the button “Enroll” which will turn to “Unenroll” after selection

Step by step

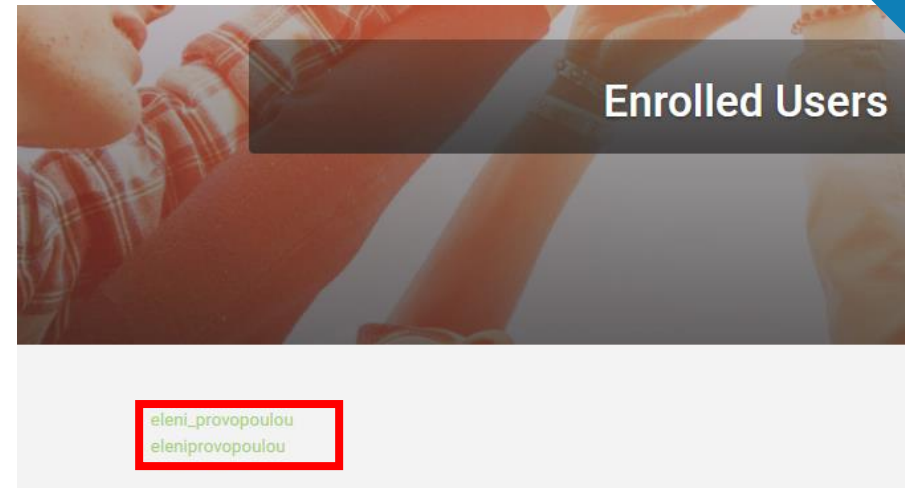
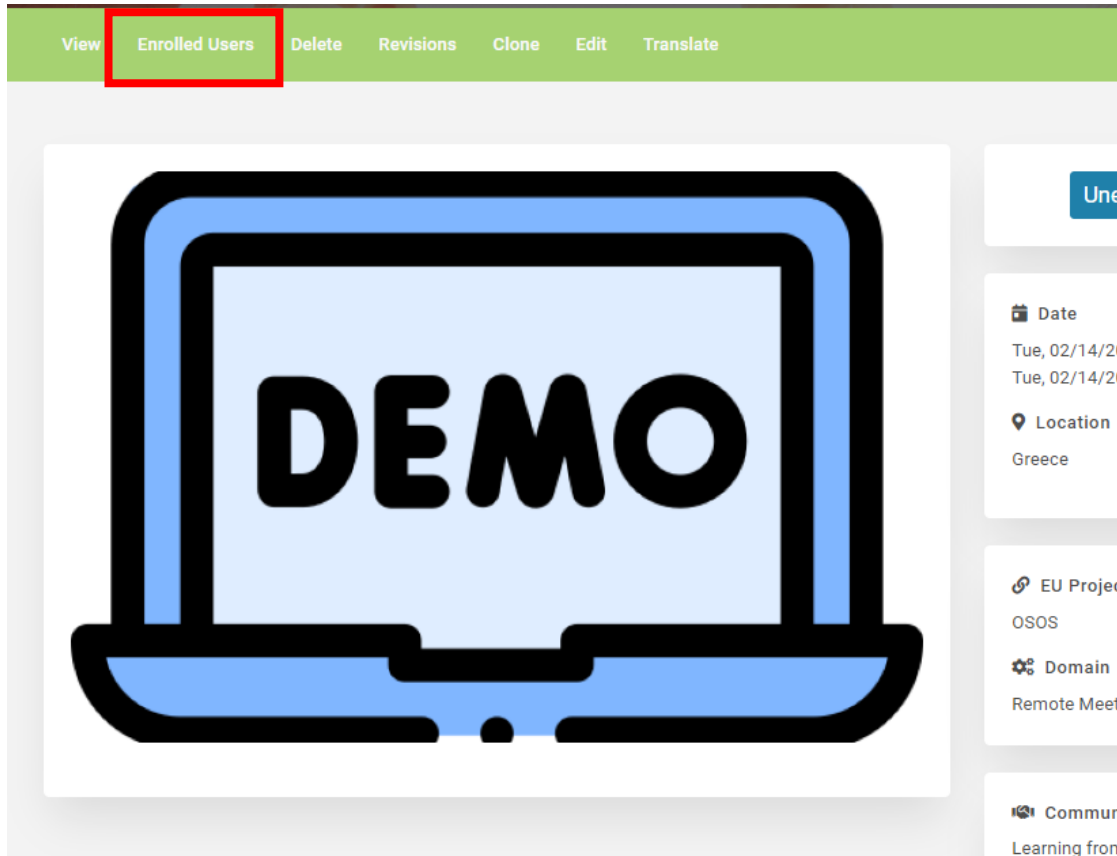


15. Search for an Event



Step by step

4. You will also find the list with the “Enrolled Users” by selecting this option on the green menu





15. Search for an Event

5. In case you want to see all the events that you are already enrolled, you can visit your profile and after selecting events. Here, you can find the list with past and future events that you are enrolled

Step by step

School of the future | Log out | eleni_provopoulou | English

Open Schools for Open Societies

83 Accelerators | 747 Communities | 1376 Schools | 12906 Teachers | 1438 Projects

Home / eleni_provopoulou

Eleni Provopoulou

View | **Events** | Schools | Communities | Projects | Resources | Edit

Member for: 2 months 1 week

Role: National Coordinator

Full name: Eleni Provopoulou


Country: Greece

Register a Community | Register a School | Register an Accelerator | Register an event

Events

View | Events | Schools | Communities | Projects | Resources | Edit

Demo event

 Tue, 02/14/2023 - 23:00 - Tue, 02/14/2023 - 02:00

Greece

Remote Meeting

This is a demo event

[Read More](#)





Use case description:

Users:

- ✓ National Coordinators
- ✓ School Managers
- ✓ Teachers

14. How to add an Event



16. Add an Event

Step by step

1. Visit OSOS Platform ([Link](#)) and “Log in” to your account

The screenshot shows the OSOS Platform website. At the top, there is a dark navigation bar with the text "School of the future" on the left and "Log in" in the center, which is highlighted with a red box. To the right of "Log in" are the words "English" and a search icon. Below the navigation bar is a white section with the OSOS logo and five statistics: Accelerators (83), Communities (745), Schools (1374), Teachers (12883), and Projects (1437). The main content area features a large banner image of children holding a globe, with a dark overlay containing the text "Welcome to the Open Schools for Open Societies Portal". Below the banner is a green navigation bar with links for "Info", "Members", "Resources", "Projects", and "Events". At the bottom, there are four green boxes: "Teacher Square" with a person icon, "Good Practices" with a document icon and the number 26, "Schools" with a school icon and the number 59, and "Teachers" with a person icon and the number 15. Below these boxes is a section for "News and Announcements".



16. Add an Event

Step by step

2. Click on your Username, once you are logged in

School of the future

Log out eleni_provopoulou English

Open Schools for Open Societies

83 Accelerators 745 Communities 1374 Schools 12883 Teachers 1437 Projects

Home / Learning from the Extremes International

Eleni Provopoulou

Info Members Resources Projects Events

Teacher Square

Wall Help Desk

Good Practices 26

Schools 59

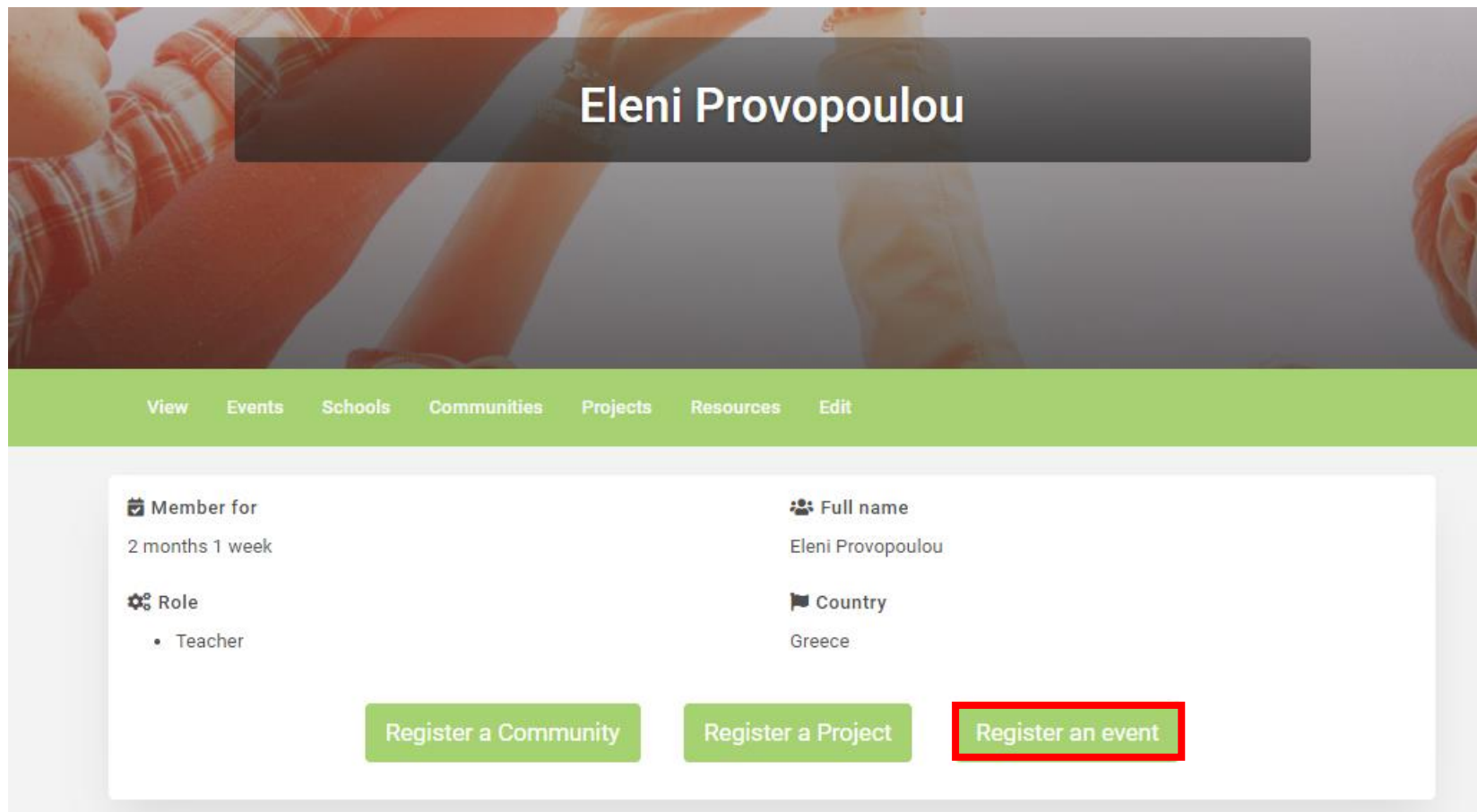
Teachers 15



16. Add an Event

Step by step

3. Your name will appear on the middle of the top page.
Then you need to choose the “**Register an Event**”
button

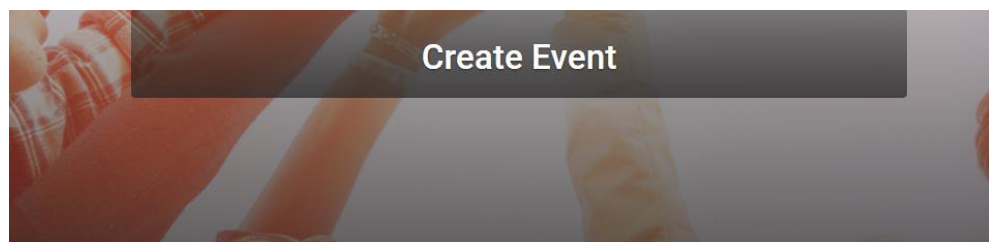




16. Add an Event

4. Next, a new page about proceeding with New Events' form completion will appear. The User need to associate the event with OSOS International Community and any other community needed. Moreover, the User can associate the Event with a School as well

Step by step



Title *

Language

English

Event Image

Choose File No file chosen

Upload

One file only.
64 MB limit.
Allowed types: png gif jpg jpeg.

Event Type *

- Select a value -

Event Start Date*

dd----yyyy

Associated Communities

Learning from the Extremes International (2332)

Add another item

Associated Schools

Test School Demo (2468)

Add another item





16. Add an Event

Step by step

5. On the field “EU Project” option “OSOS” should be selected and after choosing “Save”, your event will be created

EU Project *


OSOS ▾


Save


Events

View Events Schools Communities Projects Resources Edit

Demo event

 Tue, 02/14/2023 - 23:00 - Tue, 02/14/2023 - 02:00

 Greece

 Remote Meeting

This is a demo event

[Read More](#)



OSOS

Contact Person:

Nikos Zygouritsas
Ellinogermaniki Agogi

zygouritsas@ea.gr