Duke of Edinburgh's Award Online Learning Hub – Level 1 Training Guidance

L1 Award Leader Training includes **two** courses – **'L1: Award Induction'** and **'L1: Award Delivery'**.

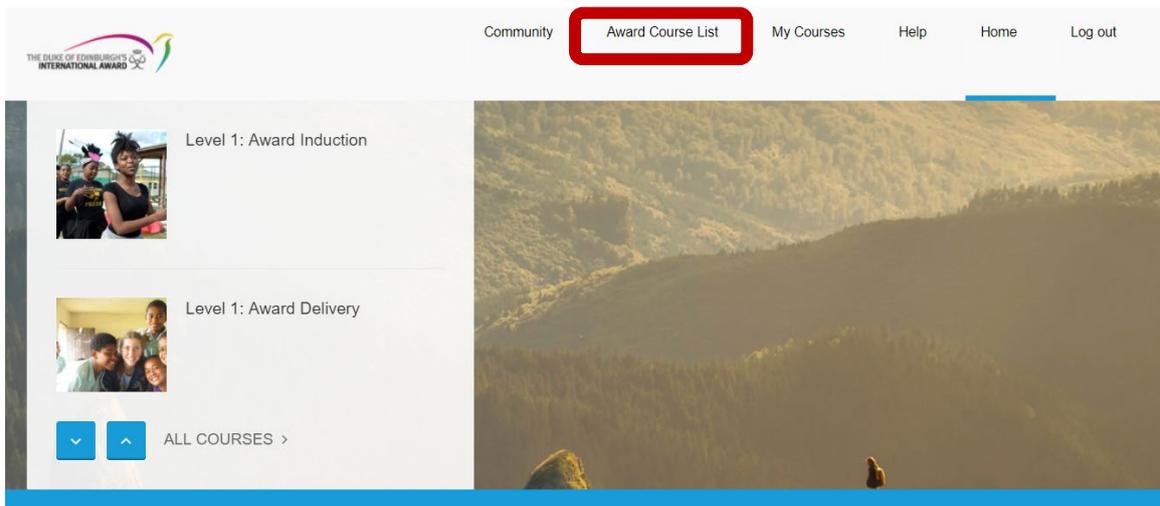The following steps will guide you through the completion of Level 1 Award Leader training.

1. Access the Duke of Edinburgh's Award Online Learning Hub (OLH) website
2. Provide all relevant details, carefully noting the selections shown below relating to *'Type of organisation'* and *'Select your Operating Authority'* and click 'Register'
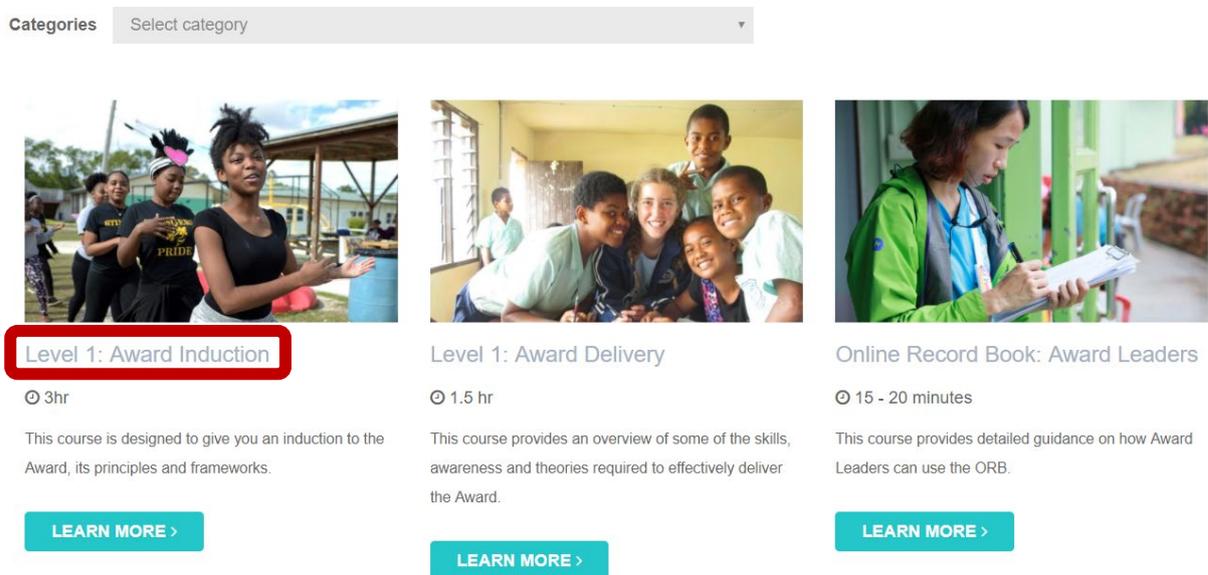

3. The OLH will process your details and you will be approved (this may take 1-2 business days) by email response
4. Once approved use your login credentials (email address and password) to login to the Duke of Edinburgh's Award Online Learning Hub (OLH) website (shown below)
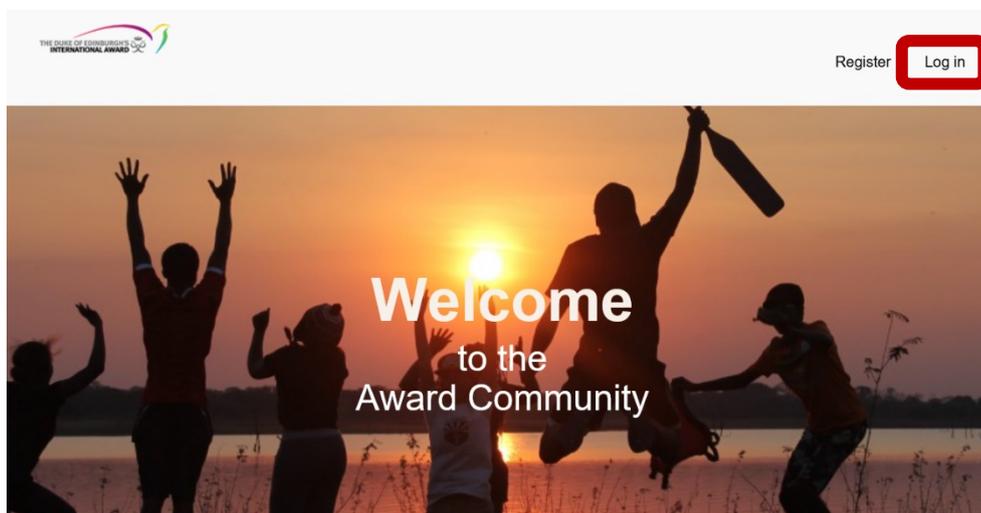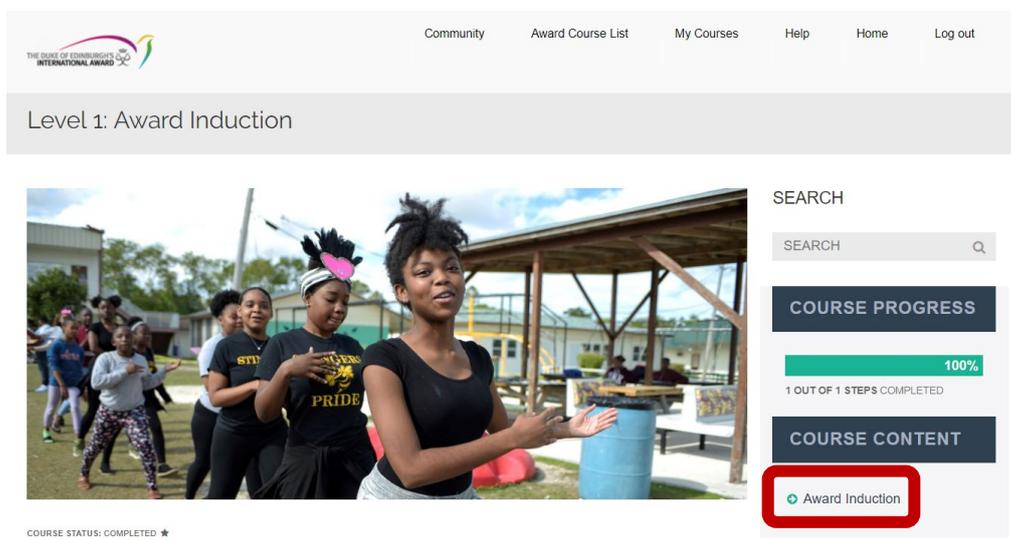
5. Once logged in, click on the 'Award Course List' option (shown below)

6. Scroll down and select the 'Level 1: Award Induction' option (shown below)

Categories Select category ▼

Level 1: Award Induction
⏱ 3hr

This course is designed to give you an induction to the Award, its principles and frameworks.

LEARN MORE ›

Level 1: Award Delivery
⏱ 1.5 hr

This course provides an overview of some of the skills, awareness and theories required to effectively deliver the Award.

LEARN MORE ›

Online Record Book: Award Leaders
⏱ 15 - 20 minutes

This course provides detailed guidance on how Award Leaders can use the ORB.

LEARN MORE ›

7. Commence the training module by clicking the 'Award Induction' tab in the 'Course Content' column on the right (circled in red below)

Level 1: Award Induction

SEARCH

SEARCH 🔍

COURSE PROGRESS

100%
1 OUT OF 1 STEPS COMPLETED

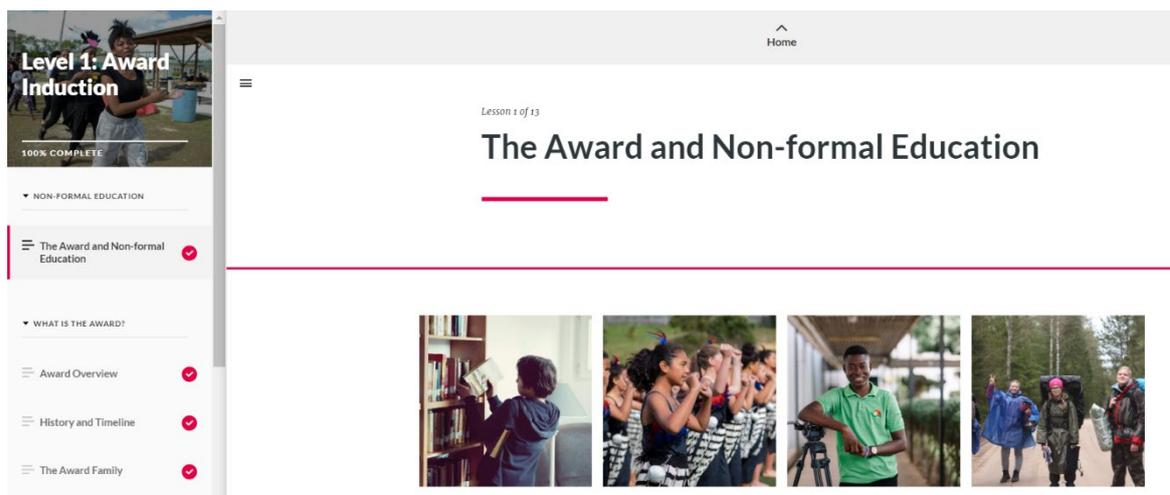**COURSE CONTENT**

⊕ Award Induction

COURSE STATUS: COMPLETED ★

8. Click on the 'Launch' button (shown below) to commence the course – please note you should enable 'pop-ups' for your respective browser
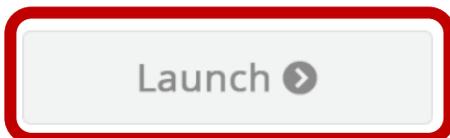
9. Navigate through the training module, noting each sub-section is shown on the left of the page

10. Once the module has been completed, select both options shown below and click 'Exit Course' to progress

☑ To complete your Level 1 training, please also complete the **'Award Delivery'** course which can be found on the Online Learning Hub

☑ When you exit this course, please ensure to **mark as complete** on the Online Learning Hub

You've completed this course.
Please press the button to exit.

EXIT COURSE

11. Click 'Mark Complete' (green button shown below) to complete the module

Once you have completed all modules, please click the 'mark as complete' button below.

Mark Complete

12. Refer to Step 6 and select 'Level 1: Award Delivery', simply following the steps above for this second module

PLEASE NOTE:

- The Australian definition for an 'adult' is any person over the age of 18, however the course defines an 'adult' as any person over the age of 16 – this is an International clarification ONLY that is not applicable in an Australian context

13. Once this has been completed, you will be able to access and print your 'Certificate of Achievement' by clicking the button shown below

Level 1: Award Delivery

COURSE STATUS: COMPLETED ★

PRINT YOUR CERTIFICATE

PLEASE NOTE:

- Although the certificate is for both 'courses' completed for Level 1, the text on your certificate will simply read 'Course title: Level 1: Award Delivery'.

It is strongly recommended that Award Leaders also complete the 'Online Record Book: Award Leaders' course (15-20 minutes) in addition to the courses referenced in this guide (shown Step 6).