Getting started with It's Learning

About

It's Learning is the learning management system (LMS) used by NHH. In it, you'll find homepages for all your courses. Additionally, news bulletins regarding your studies will appear here. It's Learning might also prove to be a useful tool for you as a student, as it provides the possibility to create your own projects to share work with co-students.

Username & Password

To access It's Learning you need a username and password. Your username is the same as for your NHH e-mail (s+6 digits), e.g. s087654. However, It's Learning does not use the same password.

To receive your password (or a new one if you forget yours later on), do the following:

1) In your browser, go to www.itslearning.com and click on the link called "Glemt password?" (Forgotten password):



2) In the next window, make sure to select "Norges Handelshøyskole" from the membership drop-down menu, enter your NHH e-mail address in the box below, then click "Send request".

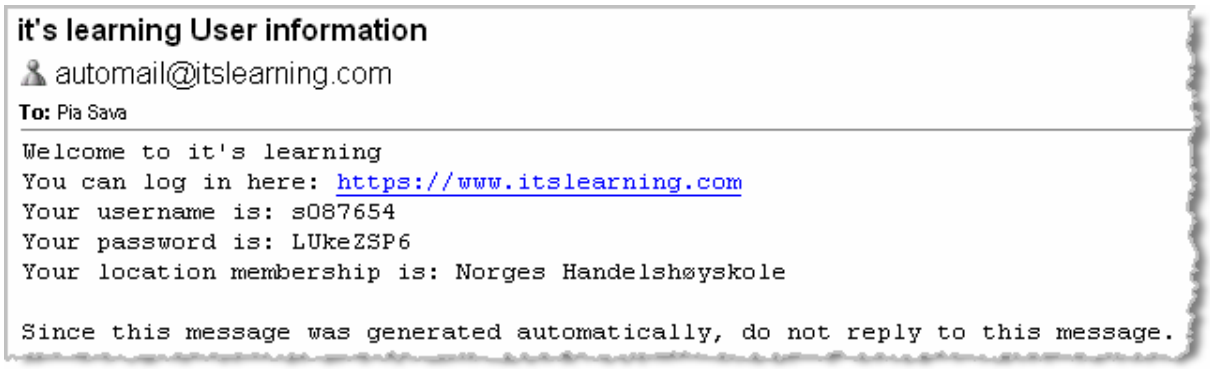
   Your e-mail address should normally have the following syntax:

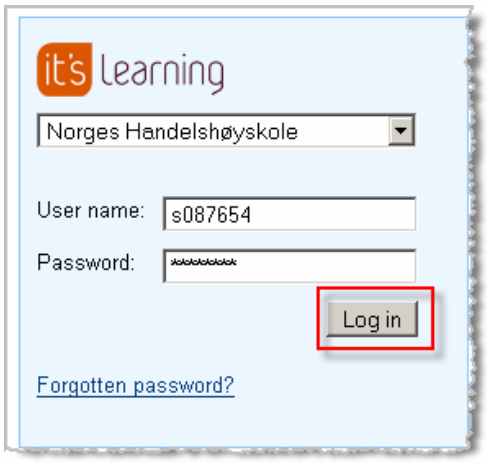
   username@stud.nhh.no

   Example. If your username is s087654, the e-mail address is s087654@stud.nhh.no



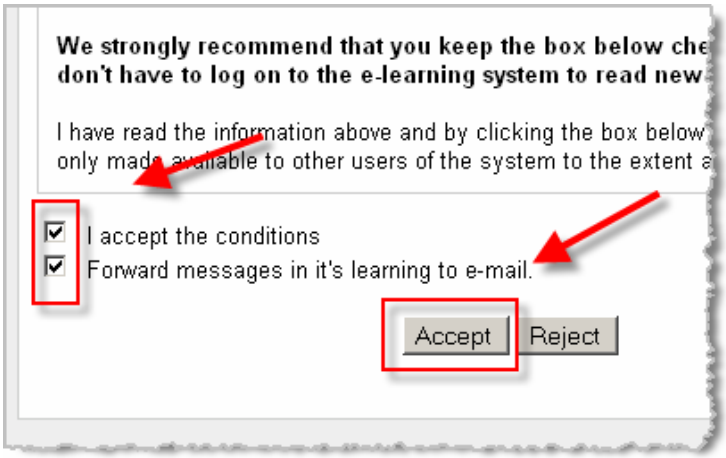
3) You'll receive an e-mail (in your NHH mailbox) with a new password for It's Learning within a few minutes. Follow the instructions in the e-mail to log in.





First time log in

The first time you log in you're presented with a "Consent Clause". All users of It's Learning have to accept this clause, and sign it by checking that they accept the conditions:

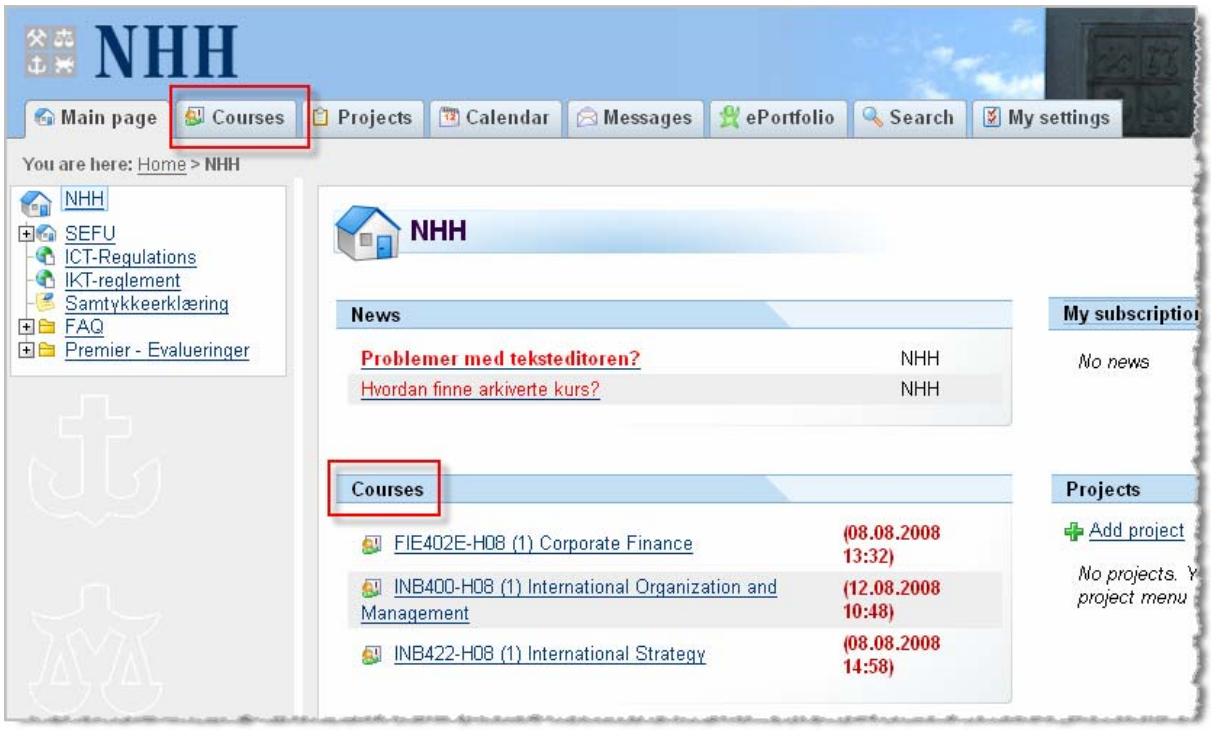


When accepted, you'll move on to a new screen where you'll be prompted to change your password. Enter your new password twice, then click "Save":



When completed, you'll move on to the Main page of It's Learning. This is your start page when you log in to It's Learning later on.

The Main Page



On the Main page you should be able to find the courses that you've signed up for. If you do not find any courses here, or when clicking the "Courses" tab on top of the screen, you probably did not sign up for courses in the StudentWeb:

http://www.nhh.no/Default.aspx?ID=1930

..or did not register them properly. If unsure, contact the Information Centre (up the stairs from the main entrance) for help.

Please note that it can take up to 24 hrs before your registered courses appear in It's Learning. The reason for the delay is that our databases only synchronize once pr day.

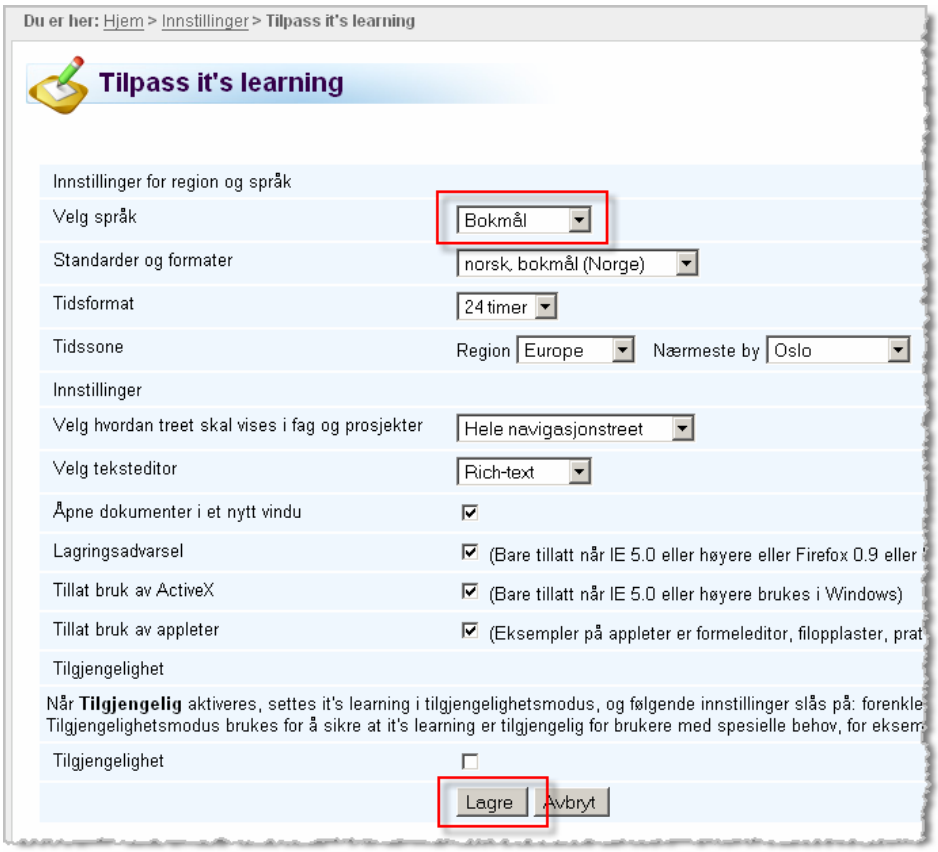
Changing your language

The default language of It's Learning is Norwegian. If you want to change the language do the following after log in:

1. Click on the tab labeled "Mine innstillinger", then choose "Tilpass it's learning":

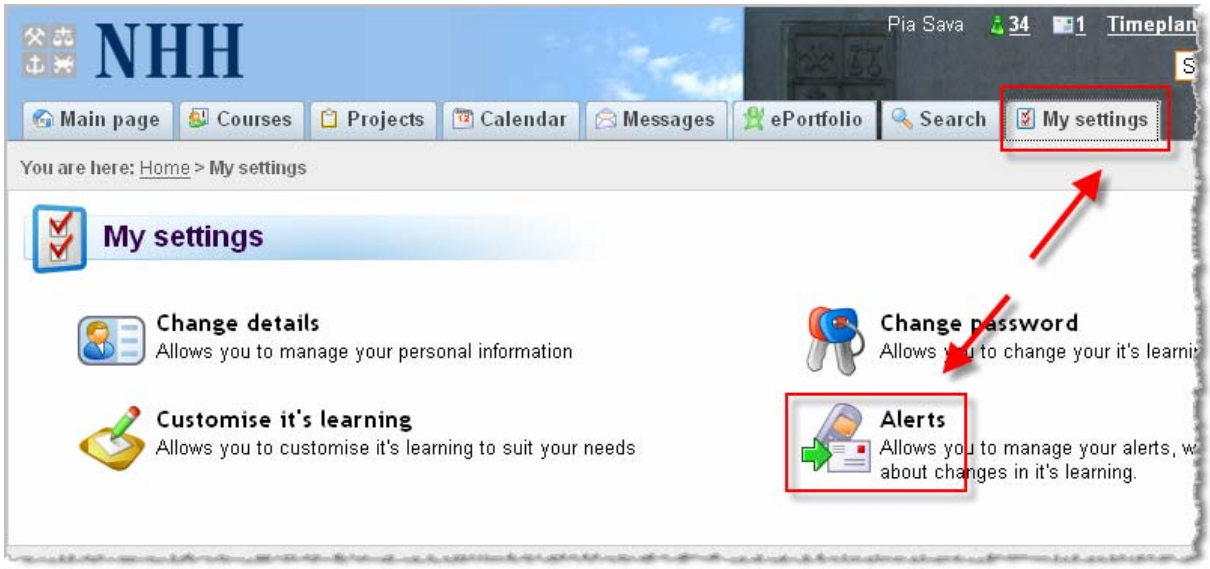


2. Select your preferred language from the first drop-down menu (Velg språk). Notice that it's also possible to change language for the formats used (how to display times, dates, etc). To update your settings, click "Lagre":



Using alerts

It's possible to set up It's Learning to alert you by e-mail and/or SMS when assignments and news items are added to your courses. To activate these features, click "My settings" then choose "Alerts":

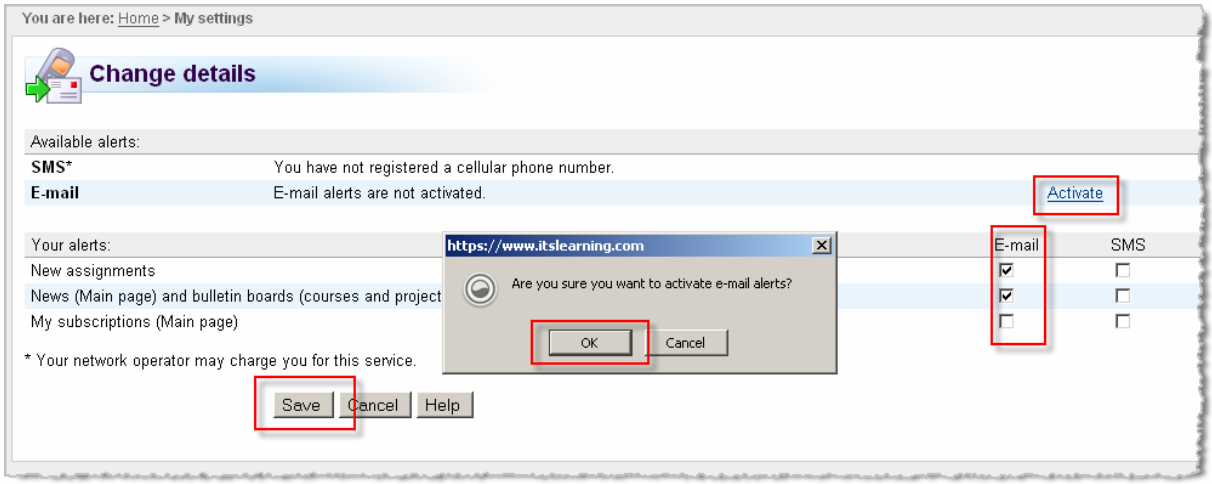


To enable alerts you click "Activate" and confirm that you want to turn the feature on. Secondly you choose which alerts you want.

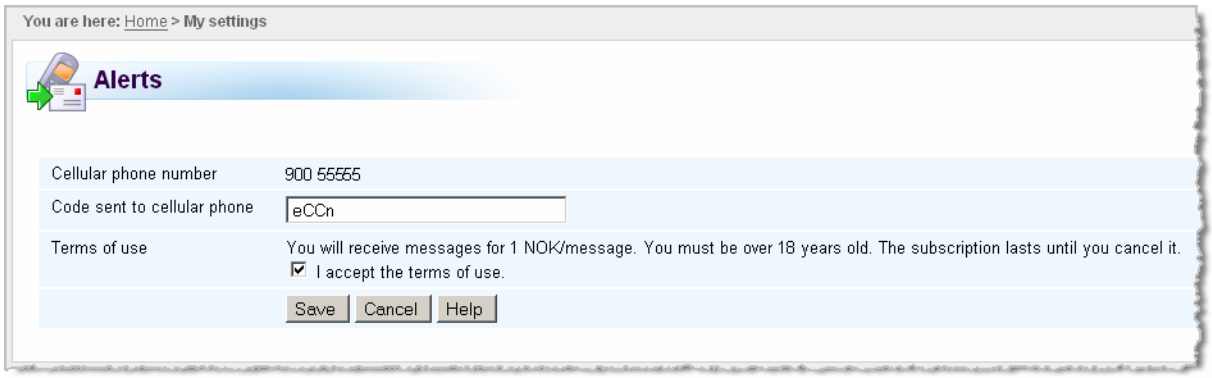
Enabling **new assignments** will warn you when a new assignment is added to any of your course pages.

Enabling **news and bulletin boards** will send you a copy of news messages and bulletins added to your courses and on the main page.

Enabling **my subscriptions** will send you a copy of news messages added to news groups you subscribe to. This feature is rarely used at NHH.



Note! To be able to activate alerts by SMS, your cell phone number needs to be registered. Also note that alerts by SMS cost 1 NOK pr message. When you activate this feature you'll receive a SMS from It's Learning with a confirmation code. Enter the code to verify your phone number, then check the terms of use and save to activate alerts by SMS:



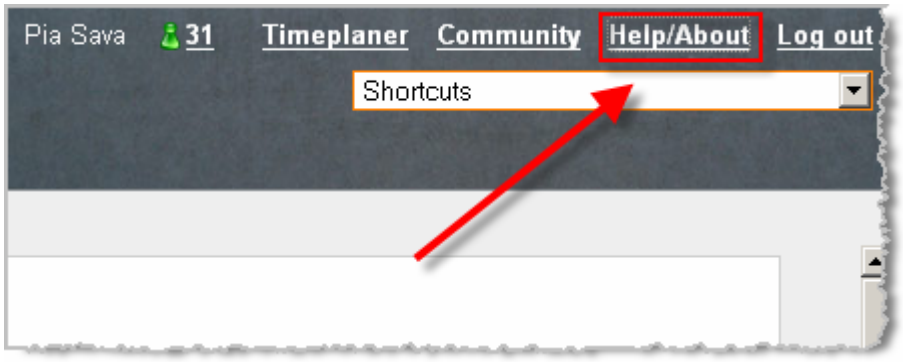
Once activated you can adjust the maximum amount of messages pr day from the alerts menu:



The default setting is 5. Click "Save" to update your settings.

Other features

This document does not provide information on the features of It's Learning. We recommend that you make yourself familiar with It's Learning by clicking on the different tabs on the main page. Hopefully you'll find it intuitive and easy to use. We recommend using the online help system if you have questions. It's available in the top right corner:



Contact

If you have questions about It's Learning, send us an e-mail at hjelp@nhh.no. For questions about course content, please contact the lecturer of the course. You'll be able to see who that is by clicking "Participants" on the course homepage:

