

Student's Manual

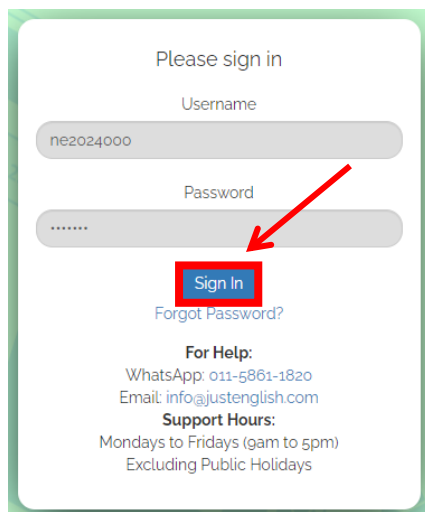
Introduction

All NEUC students must undergo MOA-approved English courses during their studies, which will be conducted either online or in classes on campus, or a combination of both. Please follow the instructions in this simple manual to ensure that you are able to attend online classes to complete the required course.

- A **working PC** or **Laptop** with a **webcam**, **working headset**, and **microphone**
- **Browser:** the latest version of Chrome (recommended)
- **Internet Connection:** A download and upload speed of **at least 5Mbps** is strongly recommended. To check if you meet the minimum Internet speed requirement, please do a quick speed test at: <https://www.speedtest.net/>

1. First, go to <https://newera.justenglish.com/>.

2. Enter your username and password.



Please sign in

Username
ne2024000

Password
.....

Sign In

[Forgot Password?](#)

For Help:
WhatsApp: 011-5861-1820
Email: info@justenglish.com

Support Hours:
Mondays to Fridays (9am to 5pm)
Excluding Public Holidays

Then click the **"Sign In"** button. When you try to log in for the first time, your username is "ne+[your STUDENT ID]" e.g. **"ne2024000"** and the password is just your ID: password = **"2024000"**.

3. Once you log in, you will have to change your password for security purposes.

Password Reminder

Dear students,

A kind reminder to CHANGE your password after you have logged in to the portal.

Please do not share your password with your friends/classmates for whatever reasons.

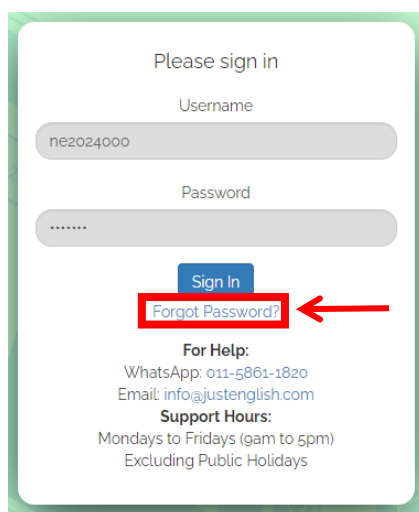
Password must also consist of min of 8 characters (Alphanumeric).

Thanks!

[Change Password](#)

Once you have changed your password, you need log in again using your new password.

4. If you forgot your password, click on **Forgot Password?** at the main login page.



Please sign in

Username
ne2024000

Password
.....


[Sign In](#)

[Forgot Password?](#)

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5. Then, key in your username or New Era email address.

 Password Recovery

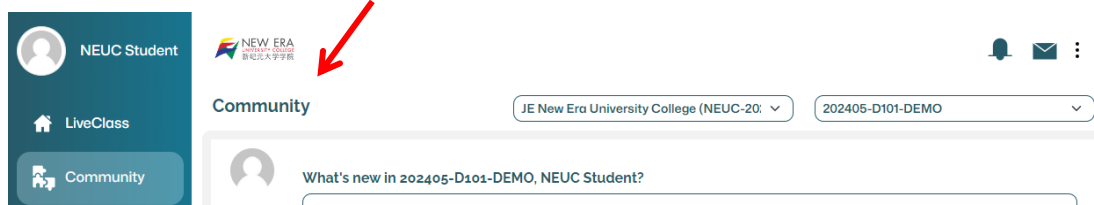
Please enter your username or email address.
You will receive a link to create a new password via email.

6. Check your email to reset your password. After reset, login using your new password.

 Password Recovery

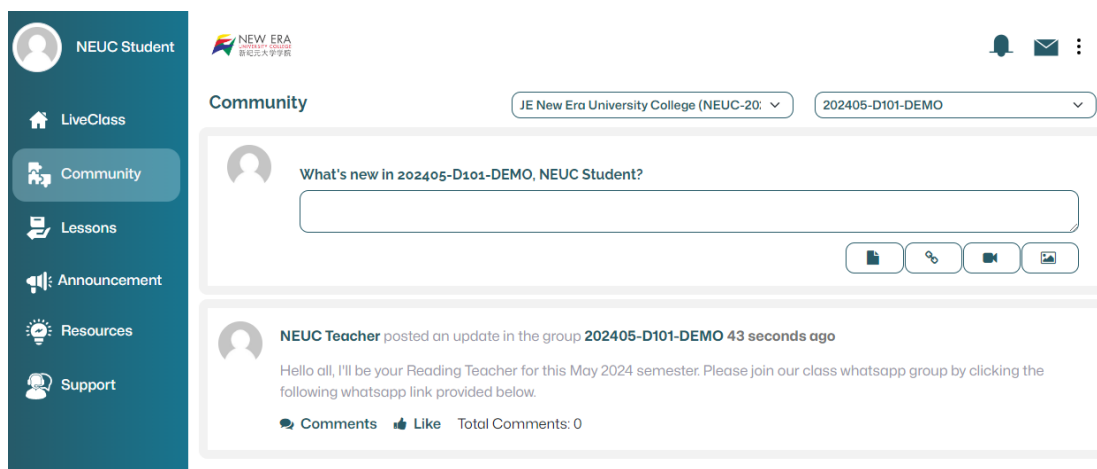
Check your e-mail for the confirmation link.

7. You will then be directed to the SunagoLearn platform. Click on the **Community** tab to view your class name.



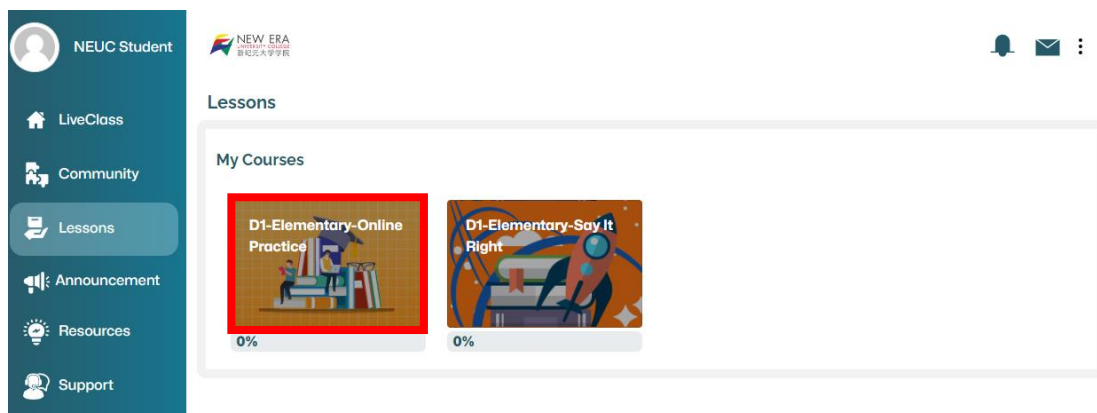
The screenshot shows the SunagoLearn platform interface. On the left is a dark blue sidebar with three tabs: 'NEUC Student' (selected), 'LiveClass', and 'Community'. The main content area has a header with the 'NEW ERA UNIVERSITY COLLEGE' logo and a red arrow pointing to it. Below the logo is the word 'Community'. To the right of 'Community' are two dropdown menus: 'JE New Era University College (NEUC-20)' and '202405-D101-DEMO'. Below the header is a notification card with a profile icon and the text 'What's new in 202405-D101-DEMO, NEUC Student?'. In the top right corner, there are icons for a bell, an envelope, and a vertical ellipsis.

8. In the Community page, your teacher or online coach will write a post, or attach a link, document, video or picture and post them for discussion. Your teacher and fellow classmates will be able to read your post and respond to them by liking or replying to the post, just like in Facebook. The sample below shows a teacher posting a short note:



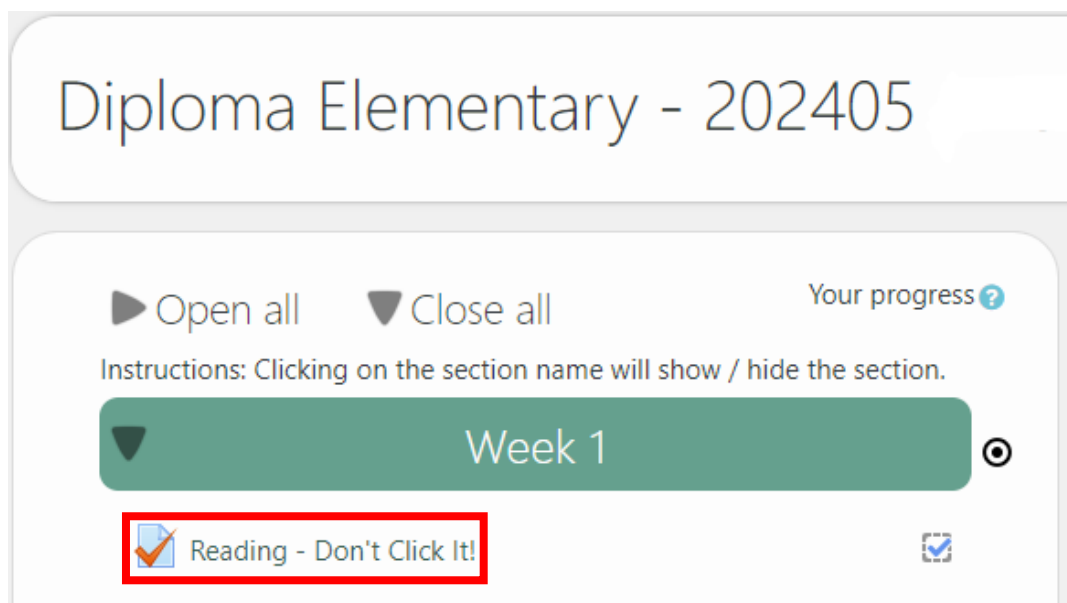
The screenshot shows the 'Community' page of the NEUC Student app. On the left is a navigation menu with options: LiveClass, Community (selected), Lessons, Announcement, Resources, and Support. The main content area shows a post from 'NEUC Teacher' in the group '202405-D101-DEMO'. The post text reads: 'Hello all, I'll be your Reading Teacher for this May 2024 semester. Please join our class whatsapp group by clicking the following whatsapp link provided below.' Below the text are icons for 'Comments', 'Like', and 'Total Comments: 0'. At the top of the post area, there is a text input field with the placeholder 'What's new in 202405-D101-DEMO, NEUC Student?' and icons for attaching files, links, videos, and images.

9. Next, you may click on the **Lessons** tab to view the class that you are enrolled in as shown below, for example. Then, click on the **course** under **My Courses**.



The screenshot shows the 'Lessons' page of the NEUC Student app. The navigation menu on the left is the same as in the previous screenshot, but the 'Lessons' tab is selected. The main content area is titled 'My Courses' and displays two course cards. The first card is 'D1-Elementary-Online Practice' with a progress indicator of '0%'. The second card is 'D1-Elementary-Say It Right' also with a progress indicator of '0%'. Each card features a colorful illustration related to the course theme.

10. You will be directed to a page where you can see and access the contents of your online course from Week 1 to Week 14 of the semester. The following homework and lessons will be opened and be available once you have attended the online class. You must do the work according to the order (or sequence) as shown below:



Diploma Elementary - 202405

▶ Open all ▼ Close all Your progress ?

Instructions: Clicking on the section name will show / hide the section.

▼ Week 1 🎯

Reading - Don't Click It!

11. Go through the lesson/activity/content. Then click on the **Attempt quiz now** button.

Reading - Don't Click It!

Attempts allowed: 2

Grading method: Highest grade

12. Once you have answered all the questions, click on the **Submit** button.

Information
Flag question

Answer the following True/False questions based on the reading text from today's lesson (DON'T CLICK IT!) on page 2.

Question 1
Not yet answered
Marked out of 1.00
Flag question

Spam emails are some of the most common scams.

Select one:

True

False

Submit

13. Click on **Finish review**.

Question 10
Not answered
Marked out of 1.00
Flag question

According to the passage, the smart thing to do when you receive a message from an unknown source is to report it.

Select one:

True

False

Finish review

14. You can view your results here. You may also redo the quiz.

Reading - Don't Click It!

Attempts allowed: 2

Grading method: Highest grade

Summary of your previous attempts

Attempt	State	Grade / 10.00	Review
1	Finished Submitted Wednesday, 1 May 2024, 4:07 PM	5.00	Review

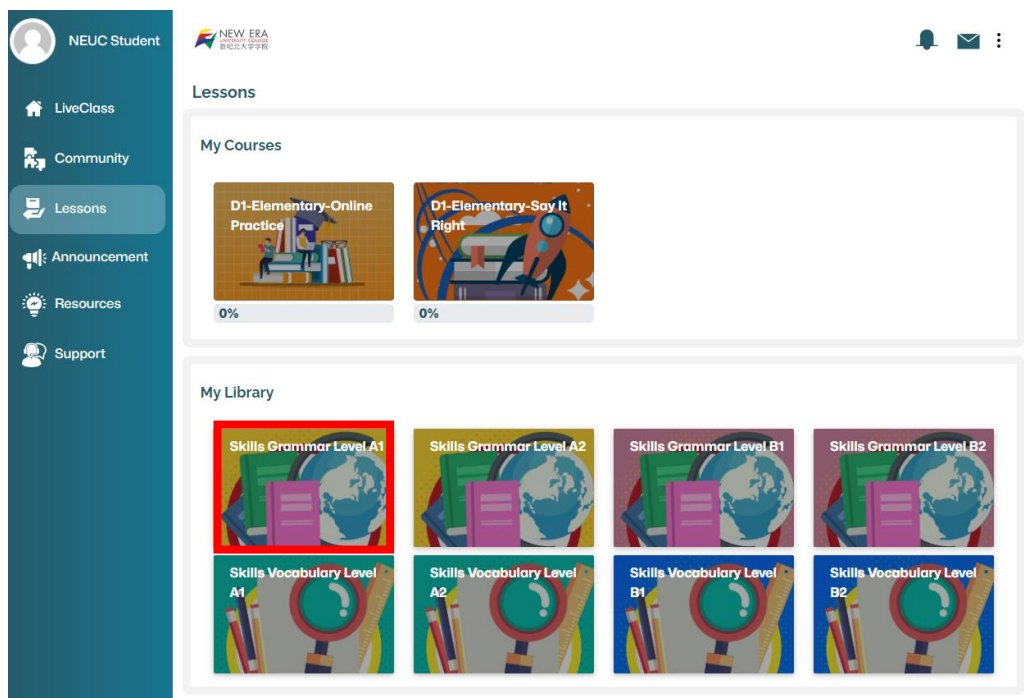
Highest grade: 5.00 / 10.00.

Re-attempt quiz

If there are open-ended questions, you need to wait for your teacher to mark your work.

How to access Skills Grammar and Vocabulary Online Practice:

1. Click on **Skills Grammar** course as shown below.



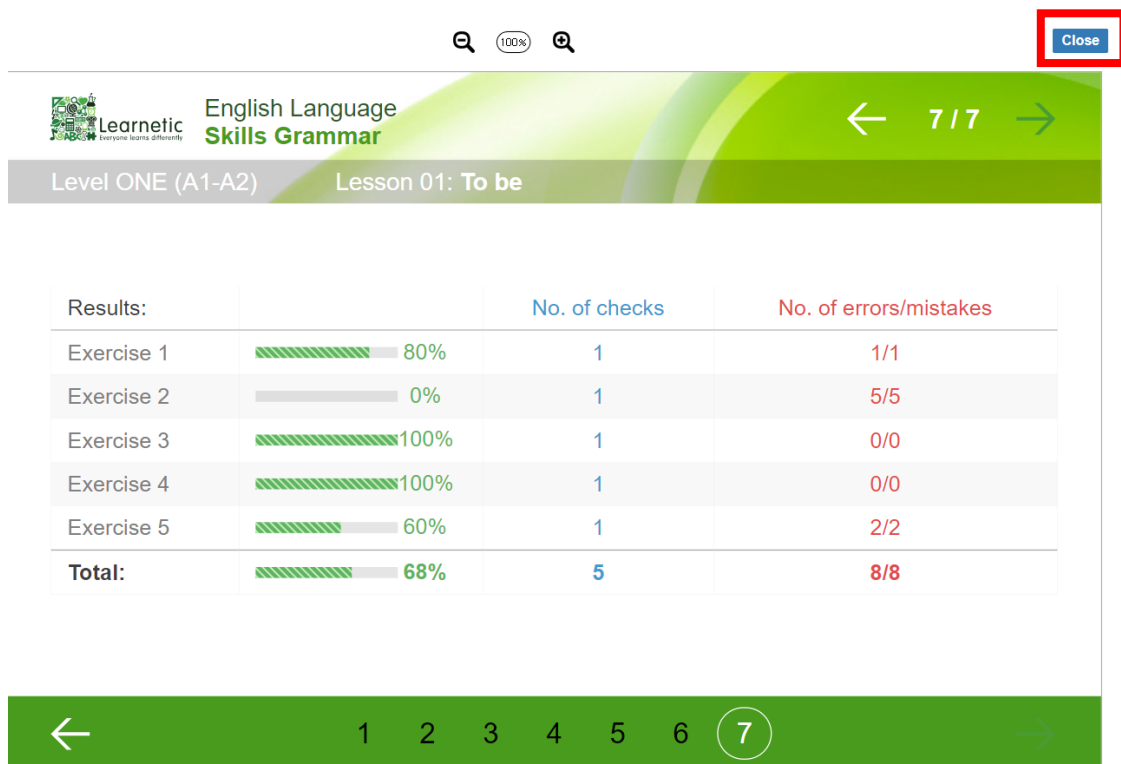
The screenshot shows the NEUC Student dashboard. On the left is a navigation menu with options: LiveClass, Community, Lessons (highlighted), Announcement, Resources, and Support. The main content area is titled 'Lessons' and contains two sections: 'My Courses' and 'My Library'. 'My Courses' shows two courses: 'D1-Elementary-Online Practice' and 'D1-Elementary-Say It Right', both at 0% completion. 'My Library' shows a grid of course tiles. The first tile, 'Skills Grammar Level A1', is highlighted with a red border. Other tiles include 'Skills Grammar Level A2', 'Skills Grammar Level B1', 'Skills Grammar Level B2', and four 'Skills Vocabulary Level' tiles (A1, A2, B1, B2).

2. Then, choose a lesson.


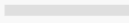




Skills English Grammar Level A1

Lesson 01 To be
Lesson 02 Have and have got
Lesson 03 There is/there are. Place prepositions
Lesson 04 Present simple: statements
Lesson 05 Present simple: questions and negatives
Lesson 06 Past simple: was and were
Lesson 07 Past simple: regular verbs
Lesson 08 Past simple: irregular verbs
Lesson 09 Present continuous: tense formation
Lesson 10 Be going to

3. When you have completed the exercise, please don't forget to click on the **Close** button.

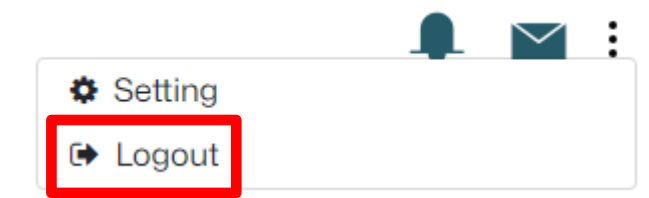


English Language Skills Grammar
Level ONE (A1-A2) Lesson 01: To be

Results:		No. of checks	No. of errors/mistakes
Exercise 1	 80%	1	1/1
Exercise 2	 0%	1	5/5
Exercise 3	 100%	1	0/0
Exercise 4	 100%	1	0/0
Exercise 5	 60%	1	2/2
Total:	 68%	5	8/8

Navigation: 1 2 3 4 5 6 7

3. After completing the lesson(s) instructed by your teacher, you may log out from the system by clicking on the **Log out** tab, as shown below.



Setting
Logout