

NEUC Student's Manual

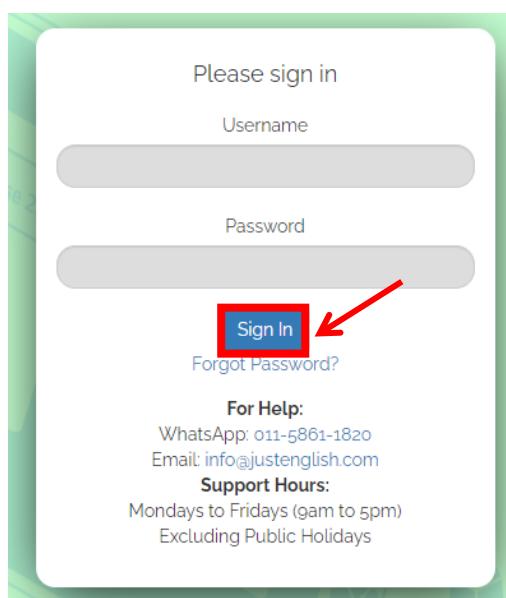
Introduction

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/>

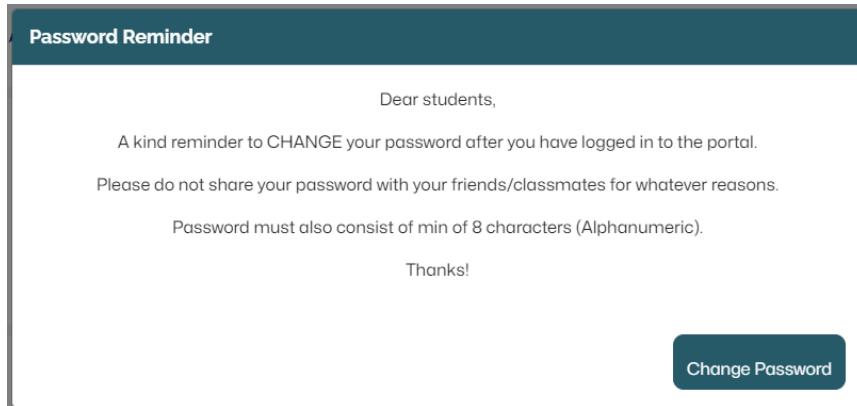
1. First, go to <https://newera.justenglish.com/> .

2. Enter your username and password.



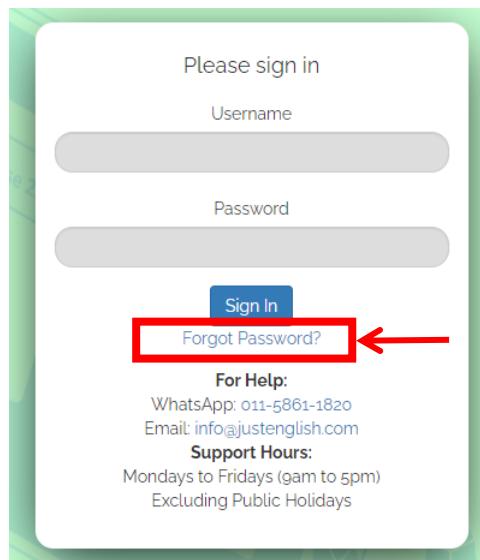
Then click the "**Sign In**" button. When you try to log in for the first time, your username is "ne+[your STUDENT ID]" e.g. "**ne2025001**" and the password is just your ID: password = "**2025001**".

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

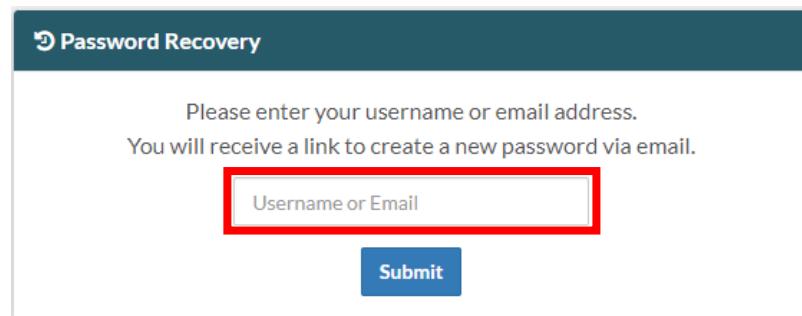


Once you have changed your password, you need log in again using your new password.

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



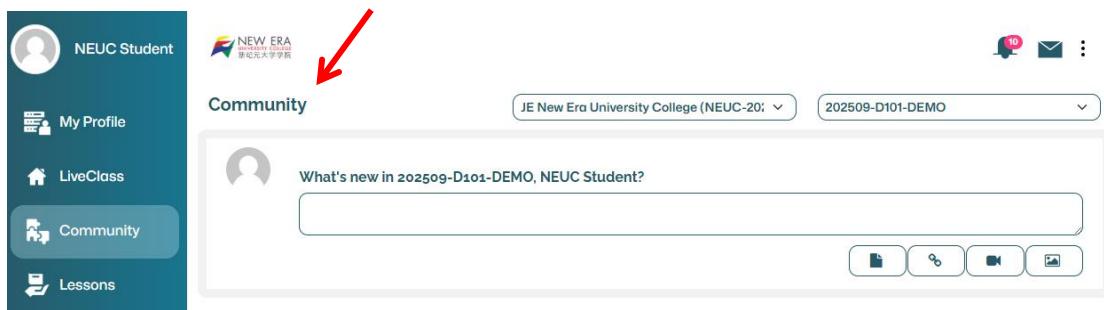
5. Then, key in your username or New Era email address.

A screenshot of a 'Password Recovery' form. The title bar says 'Password Recovery'. The instructions say 'Please enter your username or email address. You will receive a link to create a new password via email.' Below is a red-bordered input field labeled 'Username or Email' and a blue 'Submit' button.

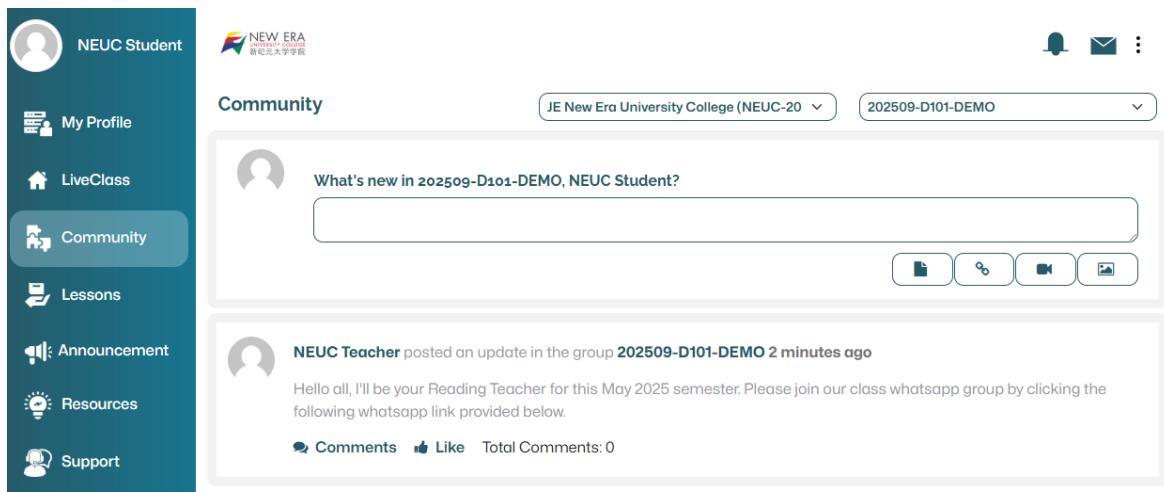
6. Check your email to reset your password. After reset, login using your new password.

A screenshot of a 'Password Recovery' form. The title bar says 'Password Recovery'. The instructions say '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.

A screenshot of the SunagoLearn platform. On the left is a sidebar with icons for 'NEUC Student', 'My Profile', 'LiveClass', 'Community' (which is highlighted with a red arrow), and 'Lessons'. The main area shows a 'Community' tab with a sub-section for 'What's new in 202509-D101-DEMO, NEUC Student?'. At the top right are notifications (10), messages, and other account settings.

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. The left sidebar has a teal background with white icons and text: 'NEUC Student', 'My Profile', 'LiveClass', 'Community' (which is highlighted in blue), 'Lessons', 'Announcement', 'Resources', and 'Support'. The main area has a white background. At the top, it says 'Community' and shows 'JE New Era University College (NEUC-20)' and '202509-D101-DEMO'. There are three small icons: a bell, an envelope, and a three-dot menu. Below this, a post from 'NEUC Teacher' is shown, asking 'What's new in 202509-D101-DEMO, NEUC Student?'. Below the post, a message from 'NEUC Teacher' says: 'Hello all, I'll be your Reading Teacher for this May 2025 semester. Please join our class whatsapp group by clicking the following whatsapp link provided below.' At the bottom of the post, there are 'Comments', 'Like', and 'Total Comments: 0' buttons.