

USER MENU

List of all courses: pending start, ongoing, and ended → **My Courses**

Before creating the invoice you must indicate the **fiscal details** → **Billing addresses**

Explanatory video (viewing recommended) → **Tutorial**

To change password, indicate diploma delivery details, and configure email notifications. → **My account**

List of payments (receipts). You can create an **invoice** of payment made (during the year). You must first indicate the **Billing address** → **Receipts and invoices**

Student contact form for academic issues (invoices, teaching...) or technical problems → **Contact**

Quit

WITHIN A COURSE

To follow the course on your mobile phone

User Menu

Direct access to chats selected as interesting and messages saved as favorites

quadam Courses Mobile app NAME

Course Title Course end date

♥ I AM INTERESTED ★ FAVORITES search messages... only with attachments

Access buttons (from left to right) to:

- Notices
- Chat
- Coffee
- Lessons
- Exams
- Queries
- Cronos

311 FELLOW STUDENTS

TEACHERS John

MAP OF STUDENTS

THANK YOU

Side to side anastomosis 21 Nov 2015 16:41

GDV

Veneral tumors

Perianal tumor 20 Nov 2015 14:07

Both anal sac removal a same time 20 Nov 2015 13:22

Extension of deadline

Thank you

Feline perineal hernia question.

Message from teacher in Surprise tests 18 Nov 2015 22:28

MY SCORE

Total	122
Performance	69
Evaluation	69
Cronos points	0
Extra points	0
Effort	53
Assistance	13
Activity	2
Dedication	38
Relevance	0

DASHBOARD

RANKING

1	Nancy	430
2	Randall	413
3	Brian	382
4	Sue	364
5	Roberto	326
6	Bhupinder	312
7	Telio	284
8	Kathy	283
9	Teresa	266

FULL RANKING



Notices

Section by default when you enter the course. It shows notifications related to course activity, as well as messages from the teacher, the center, and the system. The notices regarding coffee chats, new queries, and cronos turn a white color once they have been accessed.



Chat

For chatting in private with fellow students or with the teacher. The number under the icon indicates the number of unread messages. If you are chatting with a student, a white background indicates that the last message comes from the student; if the last message is ours, the background is displayed in gray.



Coffee

Place for relaxed chatting with fellow students and for getting acquainted. DOUBTS ABOUT THE LESSONS OF THE COURSE SHOULD BE POSTED IN THE QUERIES SECTION, AND NEVER IN THE COFFEE SECTION. The teacher does not usually take part in these chats, though the teacher may do so if the teacher deems it of interest. The number under the icon indicates the number of chats you have not yet entered.



Lessons

These consist of several sessions or sections. They are usually video sessions, though they may also consist of pdf documents, flash archives, or html5, etc. The number under the icon indicates the sessions you have not yet viewed. The dark blue vertical rectangle indicates the compulsory sessions yet to be viewed.



Exams

To access an exam about a lesson, it is necessary to have previously viewed all the sessions. When a circle is to be marked in the possible exam answers, there is only one right answer; if a square is to be marked, it means that more than one answer is valid. Several attempts can be made to pass. It is recommended to pass the exam before the set date, though those who have fallen behind can do so later. The number under the icon indicates new exams.



Queries

This is for posting queries about lesson content or a case study. The query should be discussed among fellow students before the teacher posts an opinion. Once the query has been closed (a padlock is displayed), further messages cannot be posted. The number under the icon indicates the number of queries you have not entered.



Cronos

The teacher sets the cronos, which have an end date for participation.

-  In DISCUSSIONS, the chat is open and visible to all; several messages can be posted and participation is only limited by the set end date.
-  In the SURPRISE TESTS, there is only one right answer, which must be accompanied by a reasoned reply; it is not enough to just mark an answer.
-  In SURVEYS, an option must be marked and a comment published. Sometimes the answers of fellow students remain hidden until the end date.
-  In TASKS, your answer will only be seen by the teacher, who will correct it.

The cronos also show:

-  The time remaining before the crono ends.
-  That there has been no participation in the crono yet.

Head

When a lesson has been viewed and the exam passed, the icon goes from light gray to dark gray.

When you pass the course, the icon goes from gray to green, and the Accrediting Certificate is available online.

Direct access to the chats being followed.

Messages saved as favorites. By default, only untagged messages are viewed. The keywords can be edited.

Search messages in Coffee, Queries, and Discussions of Cronos. The search results are limited to 50 messages, ordered by relevance. If you select "only with attachments", only messages with photos, a pdf, videos, or links are shown. If you search for "pdf" and indicate "only with attachments", the results are all messages with a pdf.

In the messages

To reply or post a message. If it is not displayed, this may be because further messages are not admitted to the forum, either because the forum is closed or the end date has passed.

To reply citing a posted message. If it is not displayed, this may be because further messages are not admitted to the forum, either because the forum is closed or the end date has passed.

The hand is to mark a message "Like"; the figure to the right indicates the number of "likes" per message. It is recommended to use this tool instead of posting what might just be considered filler texts, such as "thanks" and "I agree". When the badge is yellow it means that the teacher has liked it.

To closely follow a chat you can enable "It interests me"; this is a heart-shaped icon on the left of the coffee chats, queries, and cronos. The highlighted chats display a red heart and can all be quickly accessed from the Heart on the top gray bar.

To save a message as favorite. Keywords can be used to tag these.

To include a file (photo, video, pdf) or a link to Youtube or Vimeo in the message.

To reduce the size of the messages posted in the forums.

RANKING

Its main use is to allow you to compare your progress with that of your fellow students. It's a way of seeing whether you are benefiting from the course as much as your fellow students.

Frequently Asked Questions

I cannot view the video lessons

Update your browser or use another, updated one. Useful links:

<https://www.mozilla.org/firefox>
<http://www.google.com/chrome>
<http://www.opera.com>

In some courses you will need an updated Java, or QuickTime (these are free programs). They can be downloaded at::

<https://www.java.com/download>
<http://www.apple.com/quicktime/download>

If the problem continues, please contact our technical assistance via the CONTACT form at the foot of the course page.

We do everything we can to make sure the videos can be viewed quickly from every available combination of hardware, software, and browser.

I cannot listen to the video

Make sure that the video (not the computer) reproducer has an appropriate volume. If this is the case, you need to update your browser as indicated in the previous answer.

I cannot incorporate a video in the message

Please take into account that it takes a little while to upload a video, a little patience. The time required depends on video size and your Internet speed. It is better to attach short videos, lasting about one minute. If you use the Chrome browser, you can see the upload progress percentage. Some video formats, such as wmv and avi, can give rise to problems. For quality, size, and standardization, it is best to use MP4 formats. Numerous web pages and programs are available for converting different formats to **MP4**. In addition, remember you can always upload the video to Youtube o Vimeo and put the link in your message.

My ranking does not update

Enter COMPLETE RANKING or quit the course and enter again, logging in anew.

How ranking points are calculated

PERFORMANCE:

- **Evaluation:** exam points, subtract a point for each new attempt.
- **Answers:** points obtained in the surprise tests and tasks.
- **Extra points:** assigned directly by the teacher to reward deserving messages.

EFFORT

- **Attendance:** for the number of days you enter the course.
- **Activity:** points for posting messages in forums. A maximum number of points are set for this in each course.
- **Dedication:** points for viewing the lessons.
- **Relevance:** points for 'likes' received and messages saved by others as favorites.

The course has ended; I have passed everything, but I have not received my certificate

The diploma is sent by postal mail to those who have indicated their full address. Please check your address is correct and that your name and surname are on your letterbox. Sending the certificate again costs an additional 20 USD. It will take between 3 and 4 weeks to reach you.

Can I enter the course once it has ended?

Yes, you can even pass it and get a course diploma after the closing date (up to 3 months after the closing date).