

Global Grow Portal

User Guide

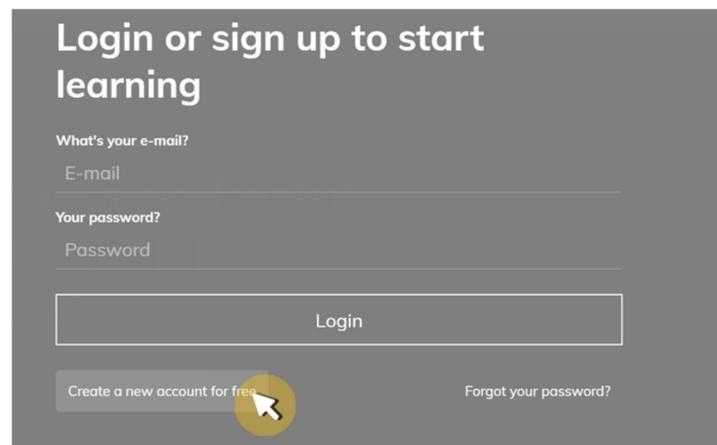
Updated: 23 Jun 2020

01 CREATE AN ACCOUNT



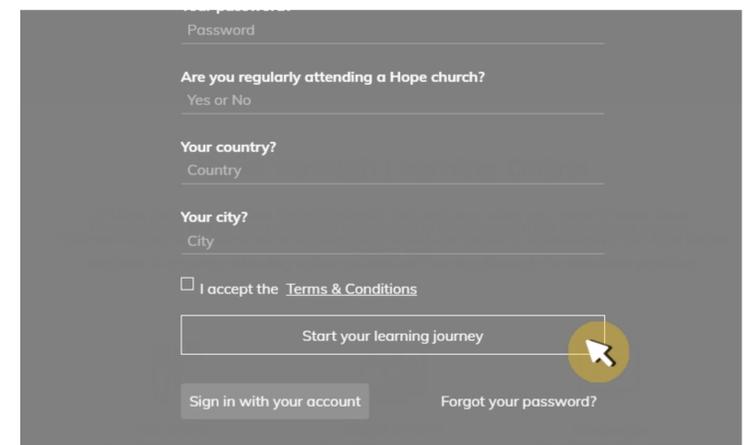
Log into Global Grow Portal via <https://grow.hope.global/>

Click on "Learners Login".



A pop-up screen will appear.

Click on "Create a new account for free".

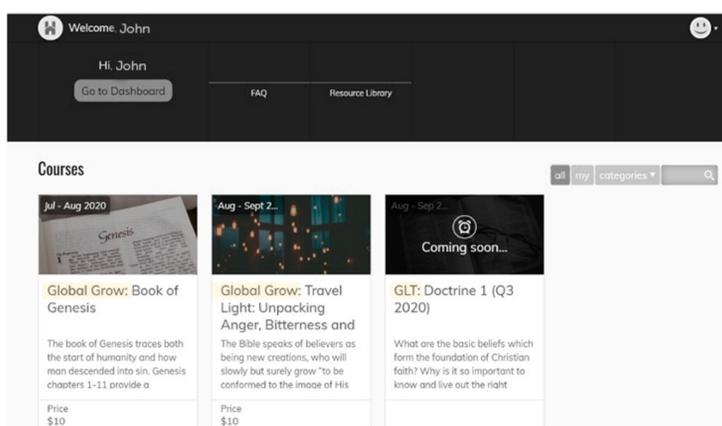


Fill in the form with your respective details.

Click on "Start on your Learning Journey" to complete the creation of your account.

02 FUNCTIONS OF PORTAL

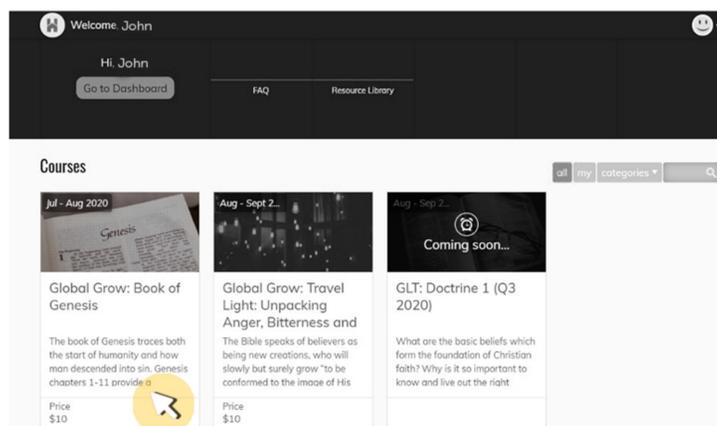
MAIN PAGE



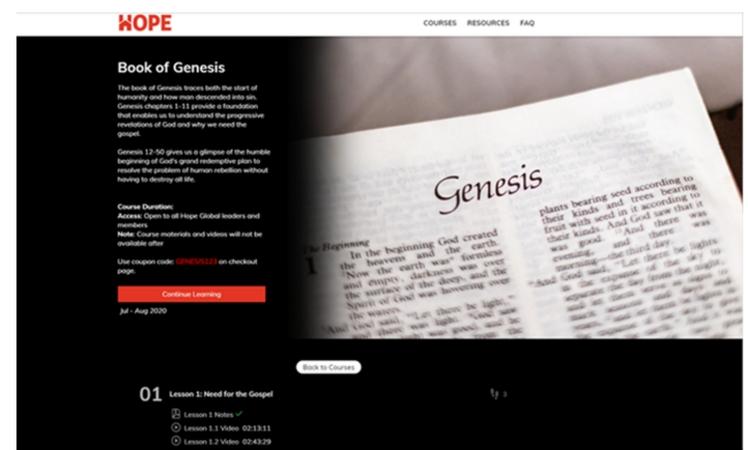
Once account is created, you will be directed to the "Main Page"

Courses available for the season can be found here.

There are two kind of courses: Global Grow courses and Global Leaders Training (GLT) courses.

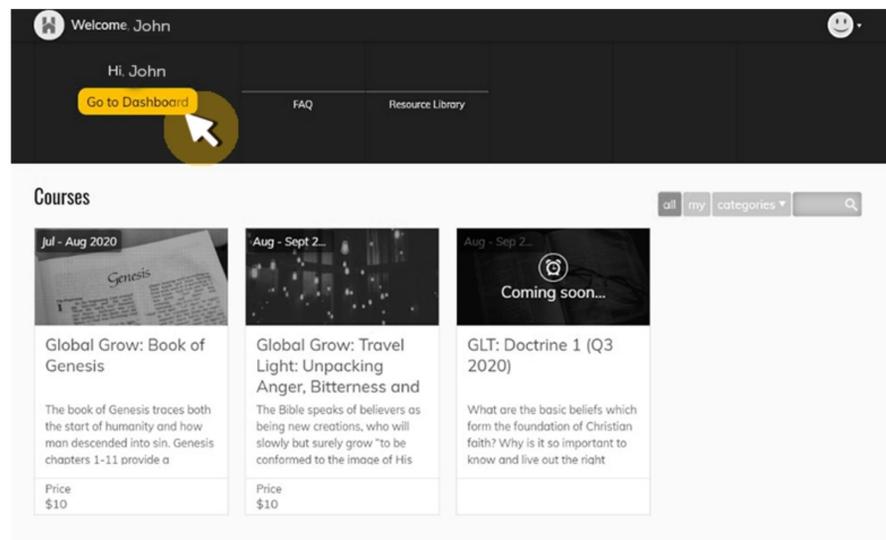


Click on a course to find out more details about it.

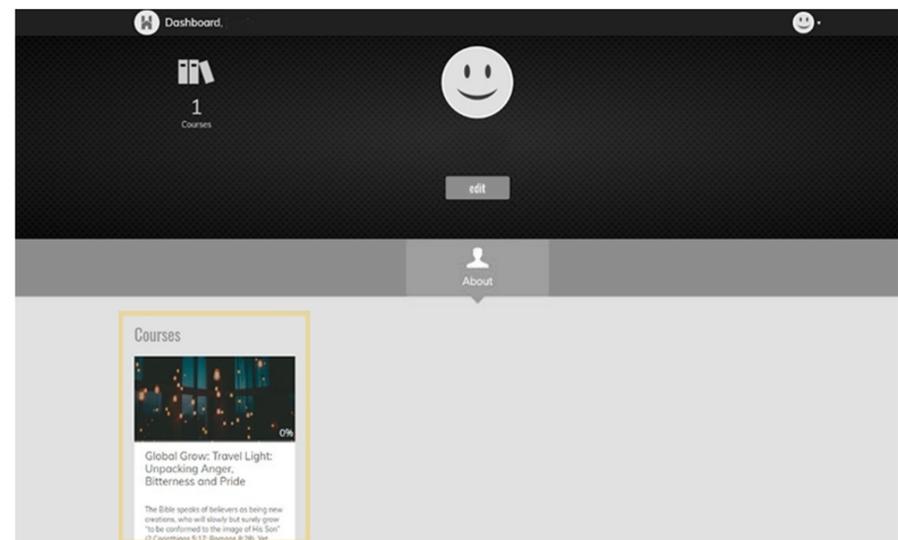


You will be directed to the Course Page which includes the class details, synopsis and the sign-up page.

DASHBOARD

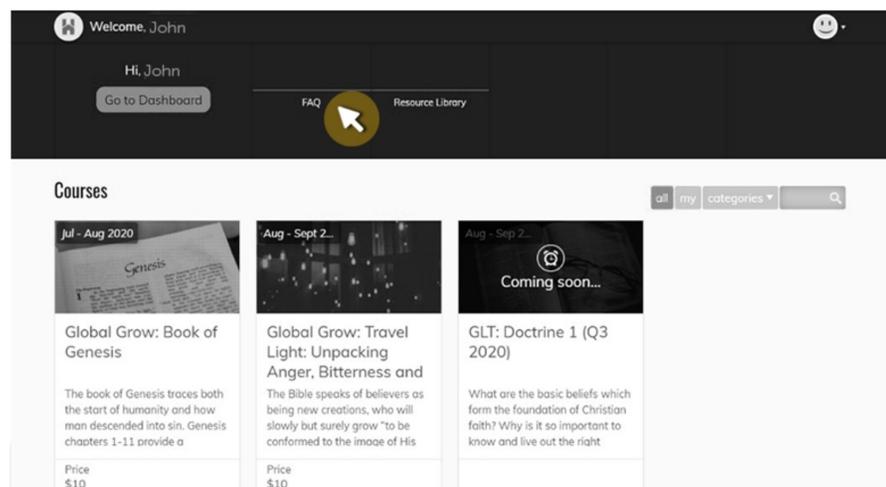


To view the classes that you have registered for, click on "Go to Dashboard".



You will be directed to the Dashboard Page where you can see your past and present courses.

FAQ PAGE



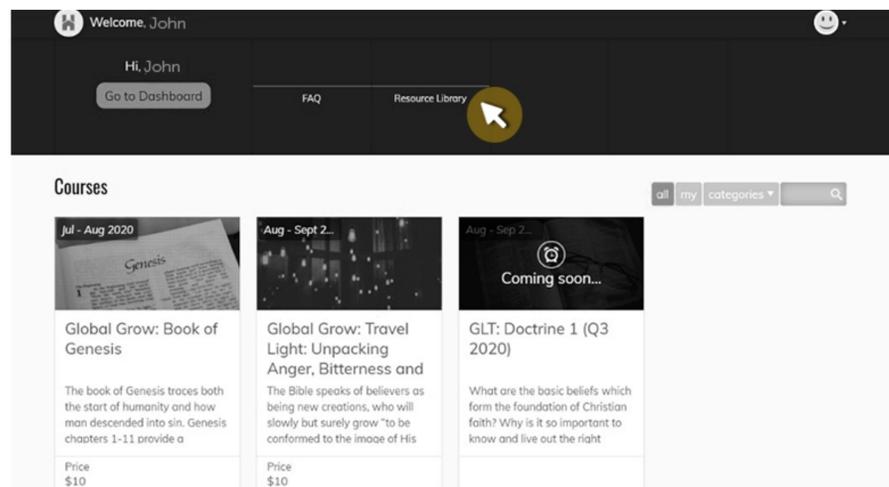
Click on the Frequently Asked Questions (FAQ) button if you have questions regarding the Grow Portal.

Frequently Asked Questions

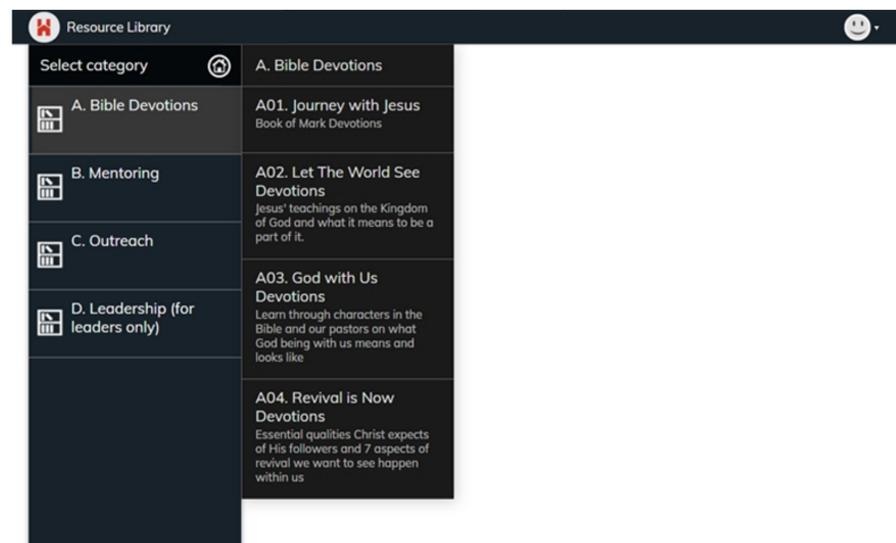
1. Why do we have a new Global Grow Portal?
2. What's the difference between the Global Grow and GLT Online courses?
3. How often will new courses be launched?
4. Why do I need to key in a coupon code to register for courses on the Global Grow Portal?
5. How can I get the coupon code to register for a GLT Online course?

If your question is not found on the FAQ page, e-mail us at equipglobal@hopesingapore.org.sg and we will reply as soon as we see your email.

RESOURCE LIBRARY



The Resource Library contains in-house resources helpful for believers' learning and growth.

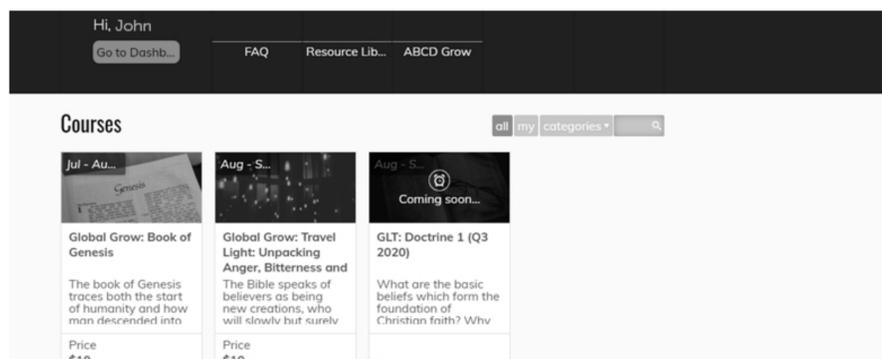


To access any of the resources, click on the respective category and the dropdown list. Do note that some of the resources are restricted to leaders' access only.

If you're a leader in a Hope Global church, you can access the resources using the e2hope* login credentials given by your Regional Pastors or Country ICs.

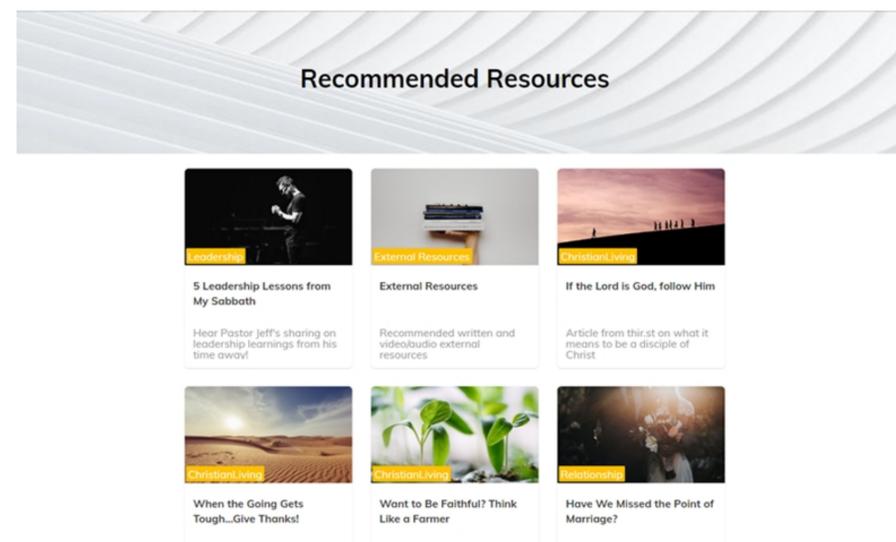
*e2hope is a third-party server where we store resources that are only accessible by leaders

RECOMMENDED RESOURCES



At the bottom of the "Main Page" there is a "Recommended Resources" section.

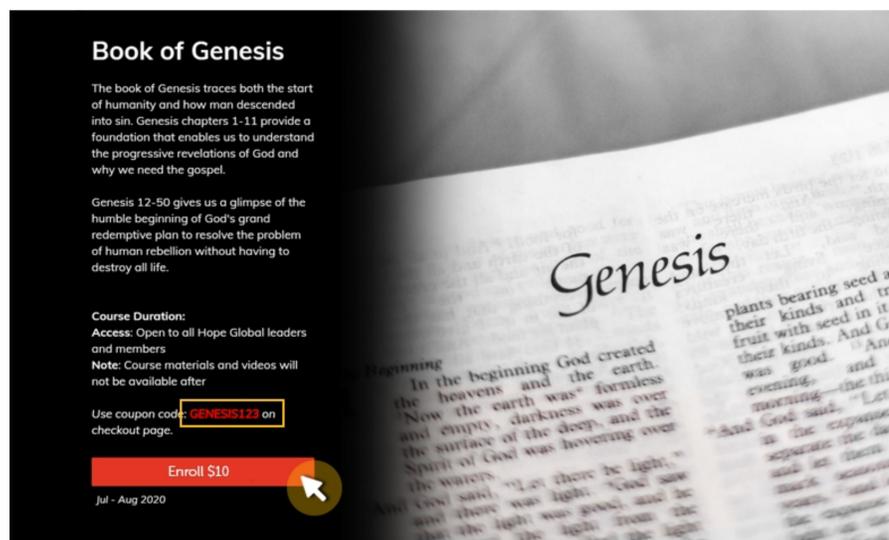
Click on "See all" to be directed to the Recommended Resources page.



This page highlights selected resources from the Resource Library and contains useful external resource recommendations.

Click on the resource that you are interested in and to be directed to the respective page.

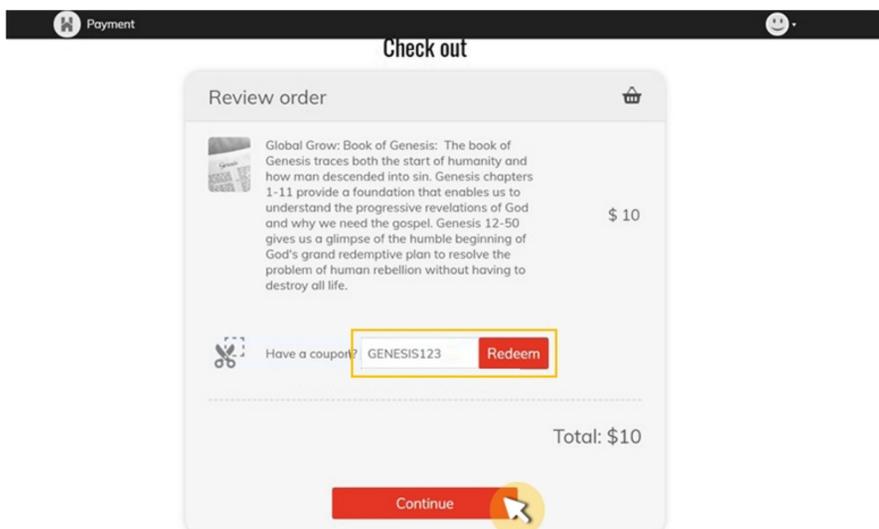
03 SIGNING UP FOR COURSES



Click on a course to go to its main course page.

Take note of the coupon code listed on this page as you will need it for the next step.

Click on the "Enroll \$10".
You will be redirected to the checkout page

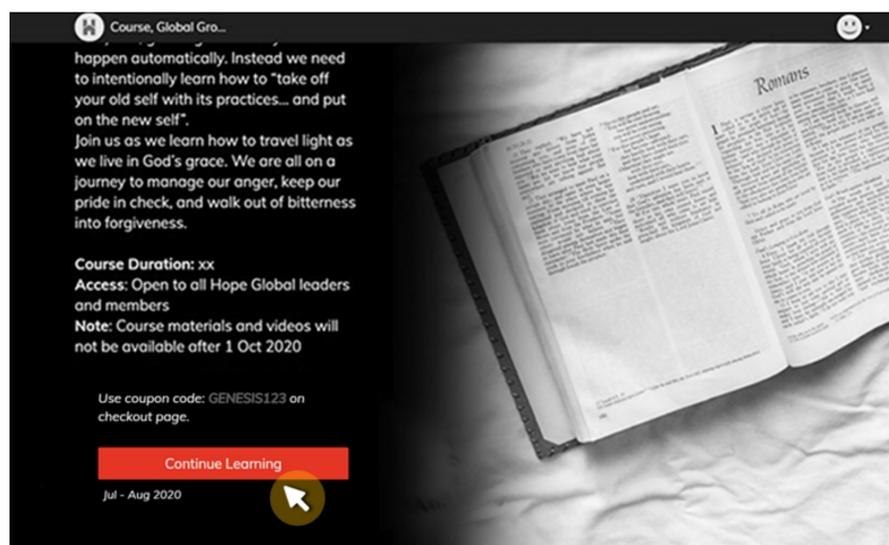


Key in the coupon code to register for the course on a complimentary basis.

Click continue to complete registration for the course.

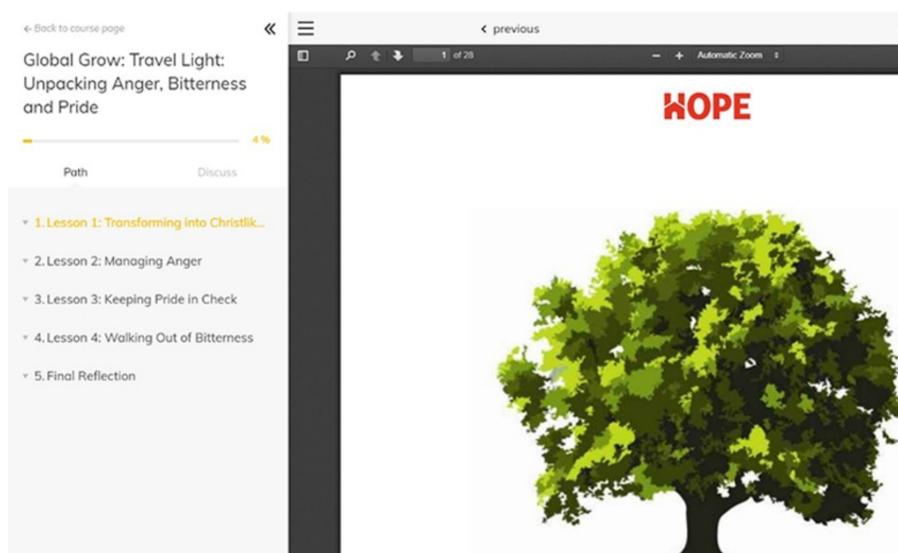
Upon successful registration, you would be able to access the course materials and videos. You would also receive a confirmation email from the Global Grow Portal.

CHECKING OUT COURSE MATERIAL



After you've successfully registered for a course, you will see "Continue Learning" button instead of "Enroll \$10" button.

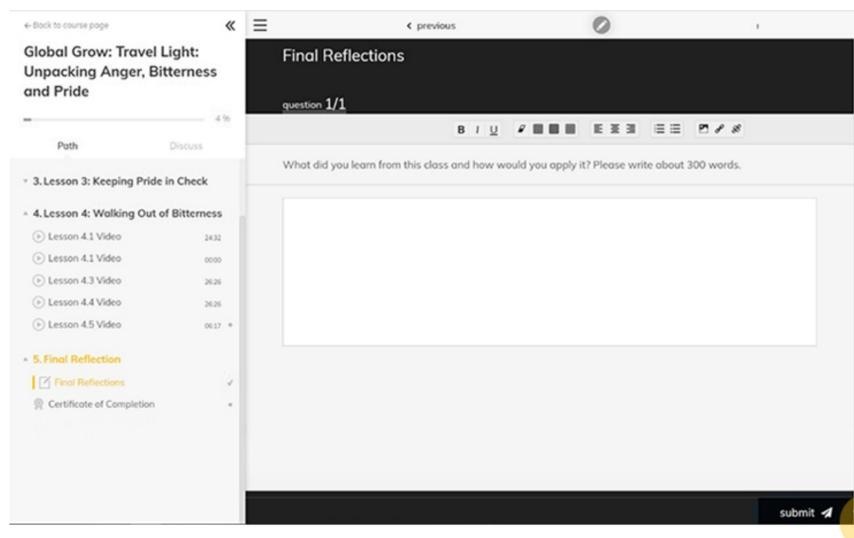
Click on "Continue Learning" to be redirected to course materials and videos.



Do note that you will only be able to access the course materials when the class starts.

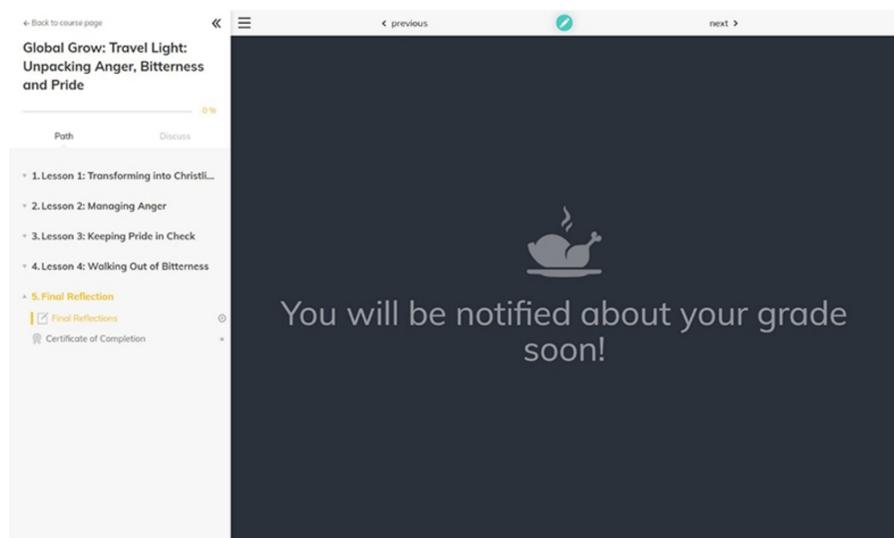
You are ready to learn!

CHECKING OUT COURSE MATERIAL



At the end of the course, you will be required to do a final reflection.

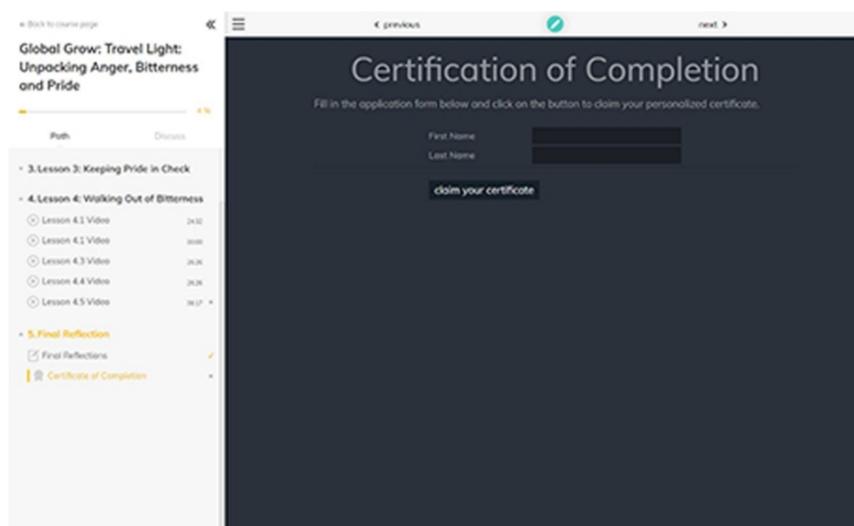
Press "Submit" once you've completed your reflection.



Upon submission, you will be brought to this screen.

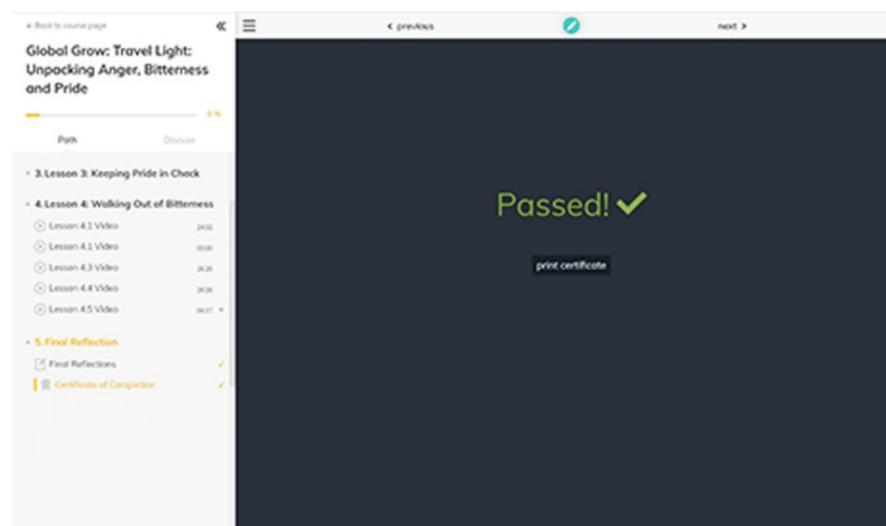
You will need to wait for the instructor to check your reflections before you can download your certificate.

DOWNLOADING CERTIFICATE OF COMPLETION



Once your reflections have been checked, you will be able to download the certificate of completion for the course.

On this page, input your first and last name that you would like to appear on your certificate



Click on "Print Certificate" to download your certificate.

HOPE

For enquiries, please write in to equipglobal@hopesingapore.org.sg