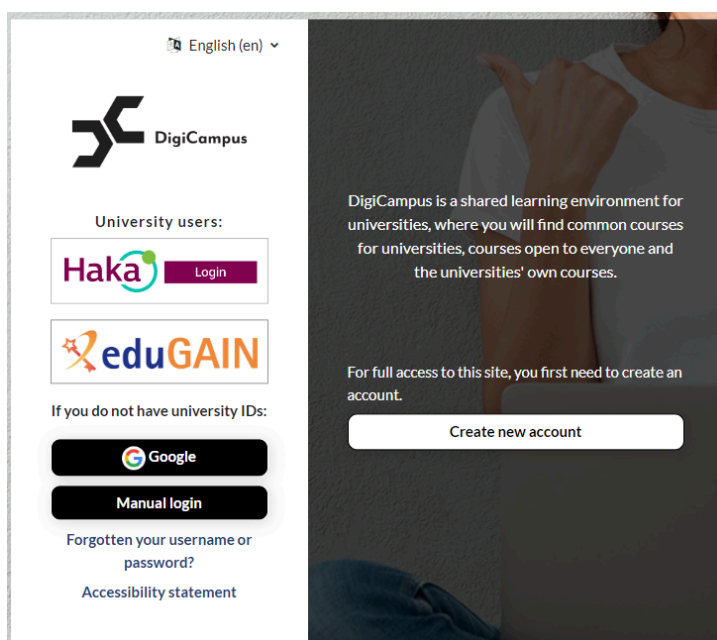




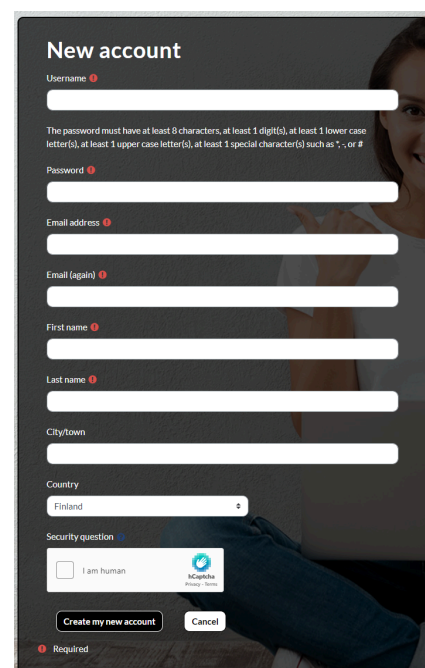
## Instructions for moderators: creating a DigiCampus account

Here is a step-by-step guide for enrolling in the CLUVEX Virtual Exchange Week as a moderator. All the Virtual Exchange Week activities take place in an online learning environment called *Digicampus*.

1. Leave your contact information at the website to join moderators' e-mailing list:  
[https://www.atm.helsinki.fi/cluvex/?page\\_id=668](https://www.atm.helsinki.fi/cluvex/?page_id=668)
2. Go to <https://digicampus.fi/login/index.php>
3. Register to DigiCampus using your University email (Create new account) (or your Google address).

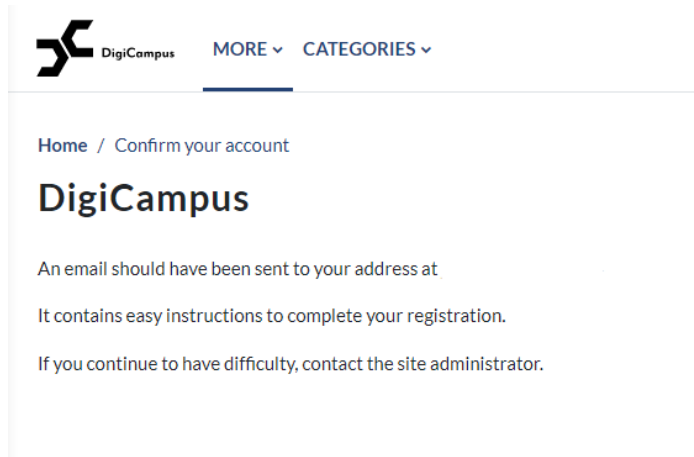


4. Registering with your University email address: fill in your personal information and press 'Create my new account'.

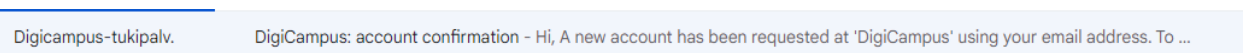




5. Then you should see this view. Next, check your email inbox.



6. Open the message sent to your email



and click the link:

## DigiCampus: account confirmation

Digicampus-tukipalvelu (via DigiCampus) <noreply@digicampus.fi>

Hi,

A new account has been requested at 'DigiCampus' using your email address.

To confirm your new account, please go to this web address:

<https://digicampus.fi/login/confirm.php?data=BqYrTUDIAkHgc7x/kokeilu>

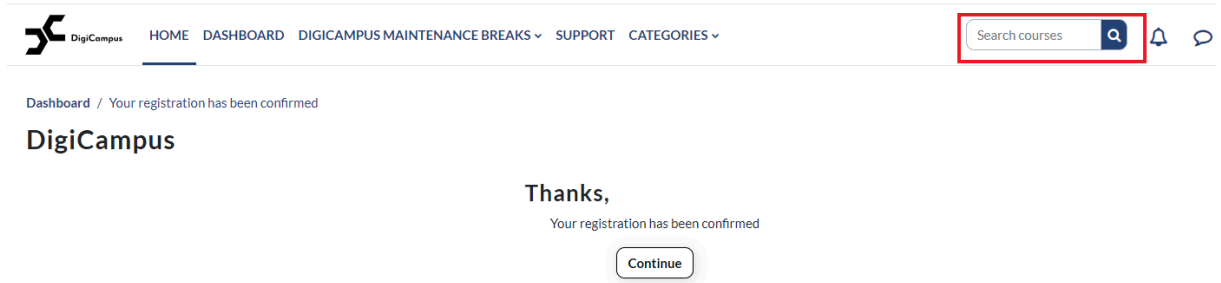
In most mail programs, this should appear as a blue link which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window.

If you need help, please contact the site administrator,

Digicampus-tukipalvelu



7. Now you have created your DigiCampus account. To enroll in the Virtual Exchange as a moderator, type 'UH: CLUVEX moderators' into the search bar:



or use this link: <https://digi-campus.fi/course/view.php?id=5195>

8. Enrolment key: **cluvexmod24**  
**Enrolment options**

UH: CLUVEX moderators 🔍  
 Climate University for Virtual Exchanges (CLUVEX)  
 Erasmus+ Virtual Exchange, moderators' training  
<https://www.atm.helsinki.fi/cluvex/>  
 Sähköposti: laura.riuttanen@helsinki.fi  
 Kurssin tiedekunta: Matemaattis-luonnontieteellinen, INAR  
 Kurssin koulutusohjelma: Ilmakehätieteiden maisteriohjelma ATM-MP

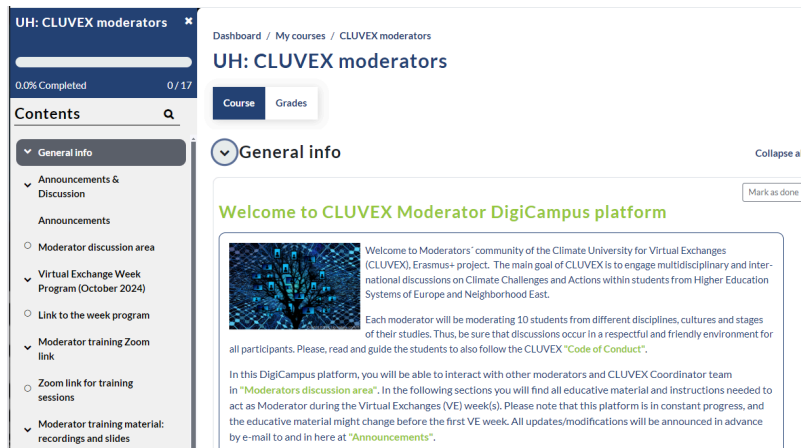


Teacher: Laura Riuttanen  
 Kotiorganisaatio/hanke: Helsingin yliopisto

Self enrolment (Student)

Enrolment key

9. This is your CLUVEX Moderator course page view. You are all set!





## After the Virtual Exchange Week: Instructions on getting credits for being a moderator


1. After moderating the Virtual Exchange Week(s) and writing your study report, go to the bottom of the Moderator course page

### ✓ VOLUNTARY: study report submission for credits at University of Helsinki

To receive credits for being a moderator during Virtual Exchange Week(s), you must

1. Write and submit a study report
2. register via Open University


using the links below.

 [Submit your report here for credits](#)
Mark as done

Opened: Wednesday, 8 May 2024, 12:00 AM

 [Registration of credits for moderators at University of Helsinki](#)
Mark as done

2. After you have submitted your study report, click 'Registration for credits at University of Helsinki' and follow the link in the instructions:

 PAGE

### Registration of credits for moderators at University of Helsinki

Page Settings More ▾

← Back to course

Mark as done

Moderators may choose to register for credits at University of Helsinki.

Enroll through this link to receive credits.  
(This applies also to degree students at University of Helsinki.)

Be sure to use the same email address that you used to register for the Digicampus -learning platform.

Credits will be awarded for Project course in atmospheric sciences (course code ATM303, Masters' Programme in Atmospheric Sciences), 3-5 ECTS.

- 3 ECTS: moderation during 2 virtual weeks + study report.
- 4 ECTS: moderation during 3 virtual weeks + study report.
- 5 ECTS: moderation during 4 virtual weeks + study report.

Moderators will also be awarded an internship certificate (non-ECTS) regardless of registration for credits.

PLEASE NOTE: Participation in the virtual week awards a separate credit.



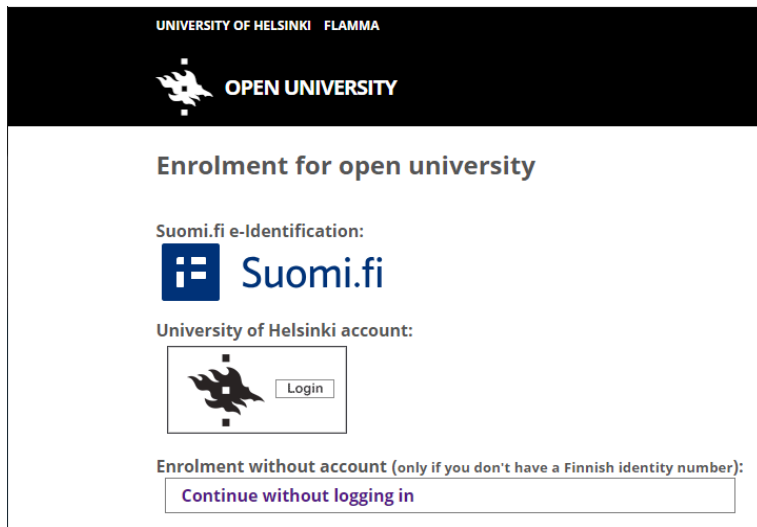
3. Click 'Register for course'



**Project course in atmospheric sciences (CLUVEX-virtual exchange moderators) (3 op)**

Project course in atmospheric sciences, Project course in atmospheric sciences (CLUVEX-virtual exchange moderators) Lecture Course  
 Registration begins 4/29/2024 11:00 AM and ends 7/31/2025.  
 Places are available.  
[» Register for course](#)

4. Click 'Continue without logging in'



5. Fill in your personal information and press 'Continue'.

