







go places on
PATHWAYS
AWARUA



pathwaysawarua.com

Educator User Manual

 Version 1.1 (April 2022)
 Edited by Michael Grawe
 michael@pathwaysawarua.com
 www.pathwaysawarua.com



Numeracy



Reading



Listening



Writing



Road Code



Health & Safety



Heavy Vehicle



My Money

Table of Contents

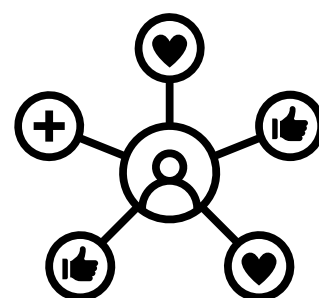
Remember: Your Educator Account Details	3
Social Media Channels	4
Introduction	5
Educator Pathways.....	5
Cultural Capability Pathways.....	5
Learner Pathways	6
Applied Learner Pathways.....	6
Introducing Pathways Awarua to Your Learners	6
Educator Registration & Login	7
Registration	7
Join Code	7
Changing your Join Code	8
Account Settings & Password Change.....	9
Learner Management	10
Learner Self-Registration.....	10
Create Users (interactive table)	11
Create Users (upload .csv file).....	12
Invite Users (send invitations via table or .csv file).....	12
Multiple Learner Groups	14
Moving Learners with existing accounts to your Class Group	14
Removing Learners.....	16
Modifying Learner Details	17
Adding Educators to your Group.....	17
Navigating the Learner Dashboard	19
Pathway View	21
Module List View	22
Module Numbers Explained	22
Recommending Modules to Learners.....	23
Learner Rewards	25
Apple iPads and other Giveaways	25
Certificates.....	25
Printing Certificates for your Learners	27

Tracking Learner Progress.....	28
Class Overview Report.....	28
Report by Module	30
Report by Learner.....	31
Access.....	32
PCs & Laptops.....	32
Apps for Tablets.....	32
Smartphones	32
Help When You Need It.....	33
Helpdesk & Live Chat.....	33
Webinars & Professional Development	33
Promotional Materials	33

Remember: Your Educator Account Details

Website:	www.pathwaysawarua.com
E-Mail:	
Username:	
Password:	
Join code:	





Social Media Channels

Like & subscribe to keep up to date with **new developments, competitions** and more:



facebook.com/PathwaysAwarua/



instagram.com/PathwaysAwarua/



twitter.com/PathwaysAwarua/



youtube.com



Introduction

Our name – **Awarua** – describes a pattern which is used in rāranga (Māori weaving). In the learning context Awarua reflects the connections that occur between literacy and numeracy as they ‘weave’ through programmes to increase the quality of learning engagement and skill level.



Developed by the **Tertiary Education Commission (TEC)** and supported by the **Ministry of Education (MoE)**, *Pathways Awarua* is for **adult and young adult learners** wanting to improve their reading, writing and maths skills for work and for life.

It is a **free online, interactive learning platform** designed to strengthen literacy and numeracy skills in contexts that are relevant to New Zealanders.

Over **400 modules** of increasing difficulty are organised in **pathways**:

Module list: <https://pathwaysawarua.com/images/Module-list.xlsx>



Educator Pathways

for educators to familiarize themselves to use *Pathways Awarua* with their learners and to improve their own professional knowledge:



How to Use
Pathways Awarua



How to Embed
Literacy & Numeracy



Cultural Capability Pathways

developed by **Ako Aotearoa** to help deliver high quality teaching and learning that is more culturally appropriate for Māori and Pacific students:



Māori Cultural
Capability



Pacific Cultural
Awareness



Tertiary Education
Commission
Te Amorangi Mātauranga Matua



Learner Pathways

These pathways focus on students' literacy and numeracy:

- ▶ Numeracy
- ▶ Writing
- ▶ Number Facts
- ▶ Reading
- ▶ Listening
- ▶ Wordfit (Vocabulary)

Applied Learner Pathways

These deliver specific content, strengthening literacy & numeracy competencies at the same time:

- ▶ Road Code
- ▶ Heavy Vehicle & Forklift
- ▶ Health & Safety
- ▶ My Money

Learners can progress along the pathways **in any sequence, at their own pace**. They are given **multiple attempts** to answer questions correctly and are presented with **hints** if answers are incorrect. Learners receive **immediate feedback** on their responses and can track their progress.

Pathways Awarua helps learners become self-directed in their learning, as it's easy to use, fun and engaging. It gives learners' skills that they can use every day, in contexts that are both familiar and useful.

Introducing Pathways Awarua to Your Learners

Adults are motivated when they can see the **relevance of their learning**. It is important your learners understand why *Pathways Awarua* – and more generally literacy and numeracy – are relevant to their learning and their lives.

Discussing how strengthening their literacy and numeracy skills will not only help them immediately with the demands of their course or workplace but will also improve employment opportunities and help with family and home life.

The four **applied pathways** deliver content for driver licences, health and safety in the workplace, and personal money management, while at the same time strengthening literacy and numeracy competencies.

You can support your learners in seeing the relevance of *Pathways Awarua* to their learning by helping them to make connections between the content of modules and your vocational context. For example, if learners are working on a module about reading and understanding forms, you could show them a range of forms used in their vocational context.

Learners who have had negative experiences at school may find that a new way of learning does not automatically trigger some of the negative responses they have had traditionally in their learning. Many learners appreciate the opportunity to **answer questions “in private”** and they can receive **immediate feedback about** whether they have answered a question correct or not.

Educator Registration & Login

Registration

For registration and login, navigate to

www.pathwaysawarua.com

The screenshot shows the Pathways Awarua website interface. At the top, there is a navigation bar with the logo, 'About', 'For learners', 'For educators', and 'Try it out'. Social media icons for Facebook, Twitter, Instagram, and YouTube are also present. Below the navigation bar is a banner for 'Free webinars for Educators & Learners' with a call to action to click the banner to learn about upcoming webinars. The main content area features a 'Login' section with a red dashed box around the 'Username' and 'Password' input fields, and a red arrow pointing to the 'GO' button. Below the login section is a 'Registration' section with a red dashed box around the 'Learners' and 'Educators' buttons, and a red arrow pointing to the 'Registration' button. The 'Educators' button has a sub-link: 'Secondary | Tertiary | Employers | Cultural Capabilities'.

Join Code

Upon completion you will receive an e-mail confirming your **username** and individual **join code**.

Please note: Provide your join code to your learners when registering for *Pathways Awarua*. This will allow you to track your learners' progress from your account. Do not enter the join code in your own account.

For future reference you may wish to **record your account details on [page 3](#)**.

You may also access (and change) your join code via the **Educator Dashboard**:

The screenshot shows the 'Educator Dashboard' with eight main menu items arranged in a 2x4 grid:

- Educator pathways**: Learn how to use Pathways Awarua, embed literacy and numeracy and improve your Cultural Capability
- Learner pathways**: View the content for learner pathways
- Recommend modules**: Tailor the learning experience
- Track progress**: View progress by learner or by module
- Create users**: Create accounts for your learners
- Invite users**: Invite learners to join your class
- Manage users**: Modify or remove learner accounts (highlighted with a red box)
- Run reports**: Download summaries of learner points scored

A red arrow points from the 'Manage users' box to the 'Join Code' section below. This section includes:

- Zone Owner**: Michael Grawe (Me) grawem1
- Memberships**: 39 Used (4961 Remaining)
- Join code**: B125B0 (Change) (The 'Change' link is highlighted with a red box)
- Join Code**: A red button labeled 'Join Code'.

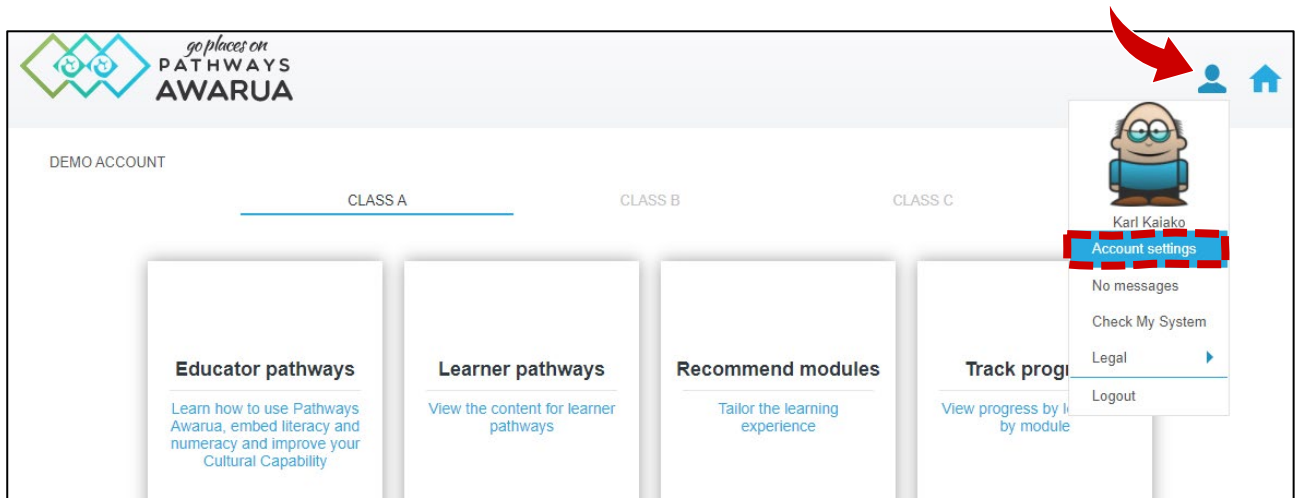
Changing your Join Code

If you are having problems with unauthorised learners finding out your code and using it to join your group, you can click on **(Change)** next to your code.

This generates a new random code for your group. **Your existing learners will not be affected**, but any new learner joining the group will need to use the new code.


Account Settings & Password Change

Profile picture, name, e-mail address and password can be changed under **account settings**:



Manage your user account settings

Profile Details



[Choose...](#)

Username: pld

First Name:

Last Name:

E-mail Address:

Get Notifications: ☐ Daily ☒ Weekly ☐ Never

Password Settings

Current Password:

New Password:

Re-enter Password:

[Save](#) [Continue](#)

Learner Management

Learner Self-Registration

Learners can self-register (and login) via two student-focused entry points:

www.GoPlacesNow.co.nz

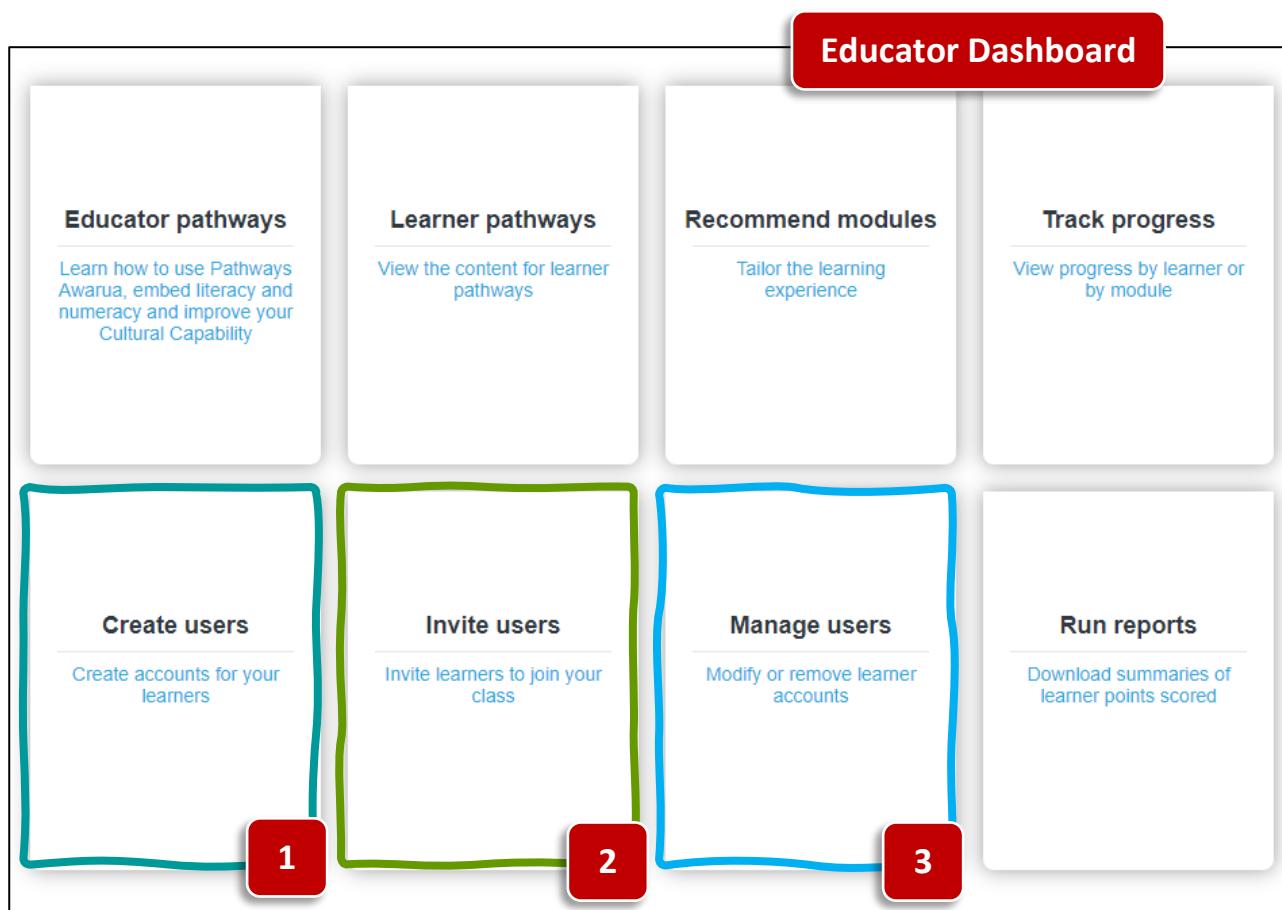
www.gpn.nz

The screenshot shows the Pathways Awarua website homepage. At the top, there is a navigation bar with the logo and links for 'About', 'For learners', 'For educators', and 'Try it out'. Social media icons for Facebook, Twitter, Instagram, and YouTube are also present. The main banner features a woman working on a laptop and text about free webinars for educators and learners. Below the banner is a blue 'Login' section with input fields for 'Username' and 'Password', a 'GO' button, and a link for 'Forgot your password?'. Below the login section is a grey 'Registration' section with the text 'Don't have an account? Register for free here.' and two buttons: 'Learners' (green) and 'Educators' (blue). A red arrow points from the 'Registration' button in the previous image to the 'Learners' button in this image.

The screenshot shows the 'Learners registration' form. On the left, there is a dark blue sidebar with the text 'Free and fun online learning' and a note about agreeing to terms and conditions. The main form area has input fields for 'First name', 'Last name', 'Email address', 'Username', 'Password', and 'Confirm password'. Below these is a red box around the 'Join code' field. A red arrow points from a red callout box that says 'Provide learners with your class join code' to the 'Join code' field. There is also a button for 'No join code? Click here' and a 'Register' button at the bottom. A link for 'Already registered? Login' is also present.



Pathways Awarua is **free for everyone** – even for learners based overseas!



Create Users (interactive table)

- To sign up multiple new learners under your class, select **Create users** from the **Educator Dashboard**.
- Select **NEW TABLE** and enter the learner details:

	Firstname	Lastname	Email Address	Username	Password	Messages
<input checked="" type="checkbox"/>	Fritz	Colins	fritz@gmail.com	TWOA334987256	pathways	
<input checked="" type="checkbox"/>	Preeti	Kumar	preeti@yahoo.com	TWOA223676654	pathways	
<input checked="" type="checkbox"/>	Vincent	van Hemert	vinc@goholland.nl	TWOA127659342	pathways	

- You may wish to follow an **easy to remember format** when assigning usernames and passwords (e.g., username = **student ID**, password = **pathways**), allowing you to easily assist learners who have misplaced their login details.



Create Users (upload .csv file)



- Create a spreadsheet (in Excel) with the following **column headers**:

	A	B	C	D	E
1	FirstName	LastName	Email	UserName	Password
2	Fritz	Colins	fritz@gmail.com	TWOA334987256	pathways
3	Preeti	Kumar	preeti@yahoo.com	TWOA223676654	pathways
4	Vincent	van Hemert	vinc@goholland.nl	TWOA127659342	pathways

- Save the spreadsheet as a **.csv** (comma separated values) file.
- From the Educator Dashboard, select **Create users**.
- Select **CHOOSE FILE**, upload the file, then tick the **First row Header** option:

2

or
File name: learners.csv
☒ First row Header?

	Firstname	Lastname	Email Address	Username	Password	Messages
<input checked="" type="checkbox"/>	Fritz	Colins	fritz@gmail.com	TWOA334987256	pathways	
<input checked="" type="checkbox"/>	Preeti	Kumar	preeti@yahoo.com	TWOA223676654	pathways	
<input checked="" type="checkbox"/>	Vincent	van Hemert	vinc@goholland.nl	TWOA127659342	pathways	

- Select **VERIFY**, then **CREATE**.

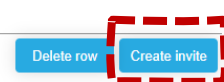
Invite Users (send invitations via table or .csv file)



- To invite multiple new learners **via e-mail** select **Invite users** from the **Educator Dashboard**.
- Enter learner details in the **interactive table** and/or upload a **.csv** file:

3

<input checked="" type="checkbox"/>	First name	Last name	E-mail address	Invitation
<input checked="" type="checkbox"/>	<input type="text" value="Fritz"/>	<input type="text" value="Colins"/>	<input type="text" value="fritz@gmail.com"/>	
<input checked="" type="checkbox"/>	<input type="text" value="Preeti"/>	<input type="text" value="Kumar"/>	<input type="text" value="preeti@yahoo.com"/>	
<input checked="" type="checkbox"/>	<input type="text" value="Vincent"/>	<input type="text" value="van Hemert"/>	<input type="text" value="vinc@goholland.nl"/>	
<input checked="" type="checkbox"/>	<input type="text" value="Johanna"/>	<input type="text" value="Nolte"/>	<input type="text" value="erwitzen@gmail.com"/>	



- Click on **Create invite**.

- Enter a custom message, and **Send invite**:

Send an invite to:

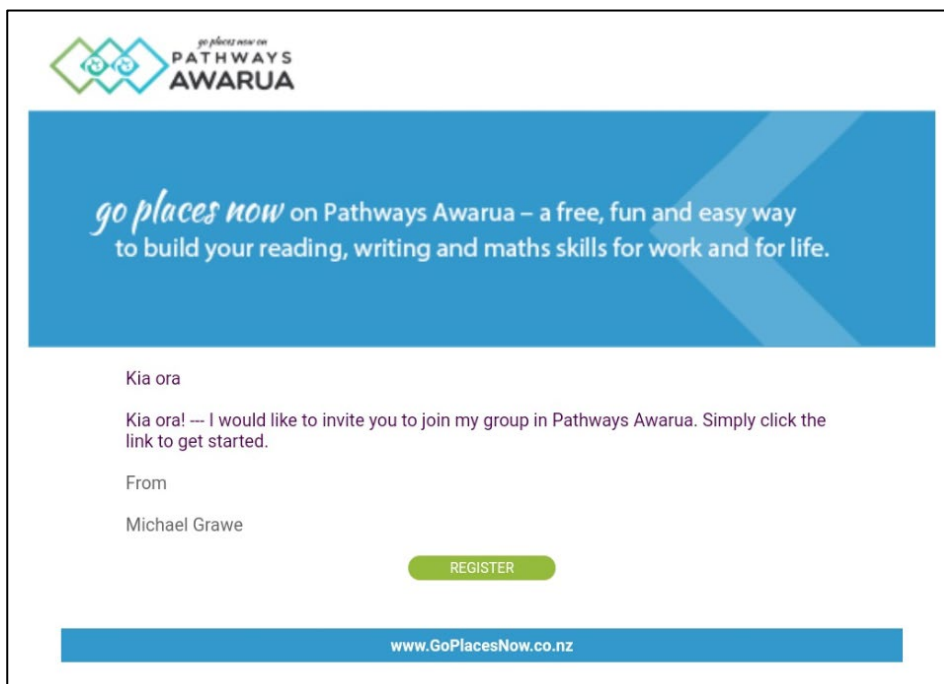
vinc@goholland.nl

Kia ora! --- I would like to invite you to join my group in Pathways Awarua. Simply click the link to get started.

Cancel

Send invite

- Your learner(s) will receive the following **e-mail**:



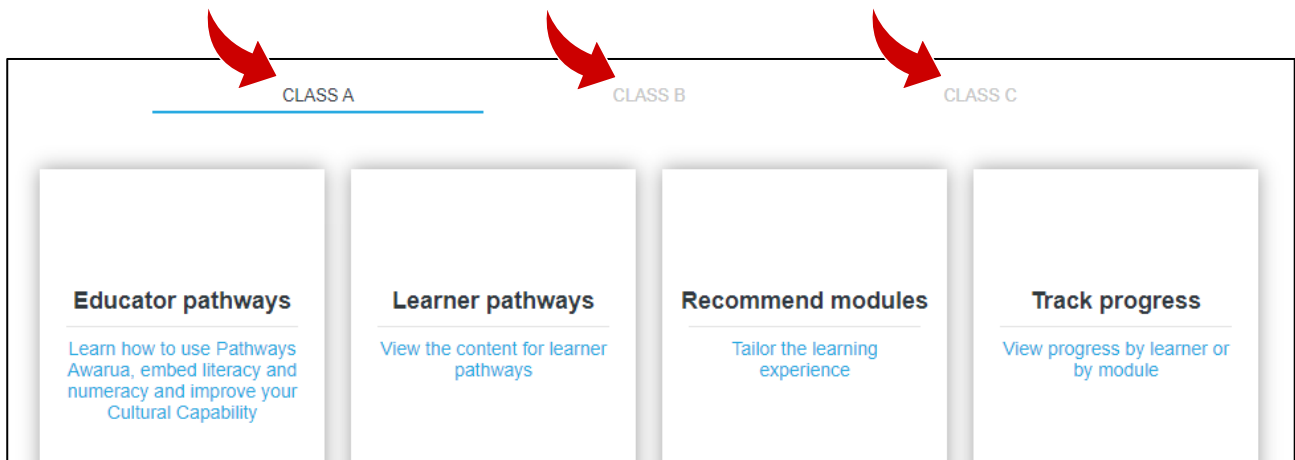
- You can keep track of **sent invites** and completed **registrations** learners:

	First name	Last name	E-mail address	Invitation	Status
<input type="checkbox"/>	Johanna	Nolte	erwitzen@gmail.com	Link • Copy	Registered
<input type="checkbox"/>	Vincent	van Hemert	vinc@goholland.nl	Link • Copy	Invite sent: 20-Jul-2021

Multiple Learner Groups



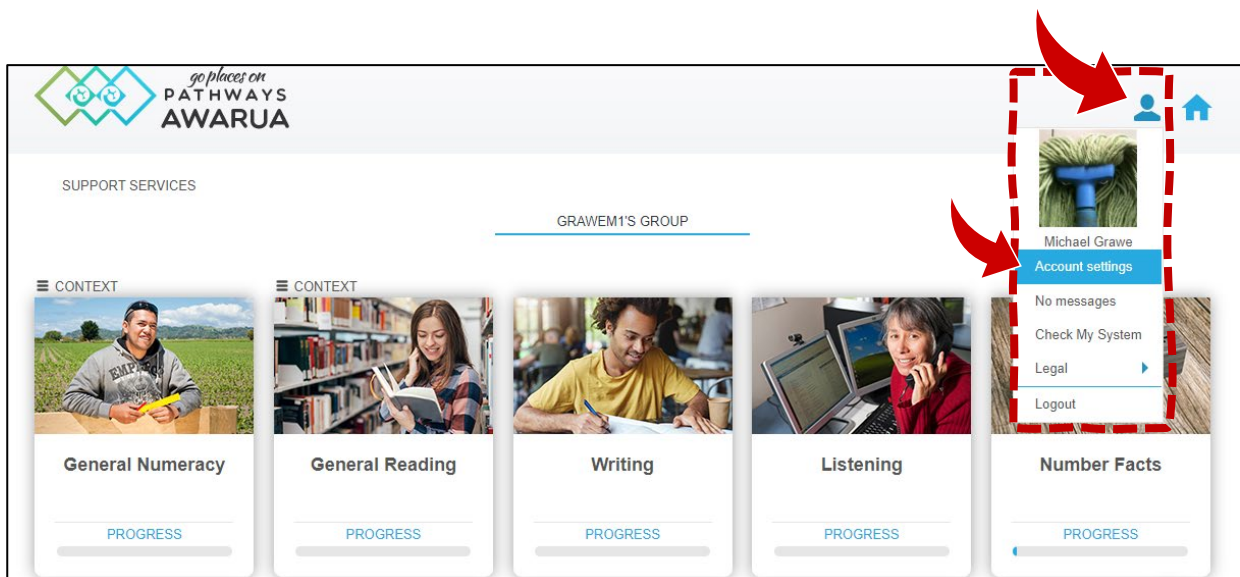
It is possible to establish more than one learner group in your Educator account.



Please contact the *Pathways Awarua* [Helpdesk](#) via Live Chat or e-mail us at support@pathwaysawarua.com to have these added to your Educator account.

Moving Learners with existing accounts to your Class Group


- Ask students **with existing *Pathways Awarua* accounts** to log into their learner account and navigate to **Account settings**:



- Ask your Learner to enter your class **join code** (see [page 7](#)), **tick the box** and click **Save**.

Manage your user account settings

Profile Details



Choose...

Username: TWOA200111910

First Name:

Last Name:

E-mail Address:

Get Notifications: ☐ Daily ☒ Weekly ☐ Never

Move Membership

To move to a new class, enter the Join Code for that class.

Join Code:

☒ I want to move to the new class.

Save **Continue**

Removing Learners

You may wish to remove Learners who are no longer in your class group (e.g., students from a previous semester):

- On the Educator Dashboard, navigate to “**Manage users**”.
- In the **Active Members** list, select the learner(s) to be removed. You may select several learners at the same time.
- Drag the selected learner(s) over into the **NZ Learners** column.
- **Confirm** this action by clicking on the **OK** button in the dialogue box:

Manage user memberships in: Grawem1's Group

Zone Owner: Michael Grawe (Me) grawem1

Memberships: 40 Used (4960 Remaining)
Join code: B125B0 (Change)

NZ Learners | **Active Members** | **Educators**

Search... All None

Search... All None

Search... All None

Alana Robyn Millington TWOA200421515

Astral Hinemoa Tawhiti Heremaia TWOA200080333

Beverley Herewini Bevah0901

Cristine Daniels TWOA200417991

Cynthia Diana Perham TWOA20000414

Search... All None

Search... All None

Search... All None

Alana Robyn Millington TWOA200421515

Beverley Herewini TWOA200080333

Eliza Melva B TWOA200040

Elliott Herema TWOA200390

Florence Te O FTeohaere

Heeni Te Poon HeeniTePoon

live.pathwaysawarua.com says
You are transferring 3 users to a new zone.
You will no longer be able to interact with them.
Do you wish to continue?

OK Cancel

- The learner(s) will now no longer appear in your class group/reports. However, **their login will remain active**, and they can continue using *Pathways Awarua*.

Modifying Learner Details

You may wish to update Learners' details (e.g., reset passwords, change e-mail addresses):

- On the Educator Dashboard, navigate to **Manage users** and select **Modify users**.

Manage user memberships in: Grawem1's Group

Zone Owner: Michael Grawe (Me) grawem1

Memberships: 40 Used (4960 Remaining)
Join code: B125B0 (Change)

NZ Learners: Search... All None

Active Members: Search... All None

Educators: yyyy-mm-dd All None

Alana Robyn Millington TWOA200421515

Astral Hinemoa Tawhiti Heremaia TWOA200080333

Beverley Herewini Bevah0901

Invite users
Create users
Modify users
Export users

- Username** cannot be modified.
- You will be able to change names and (bulk) **update email addresses and passwords**.

	Username	First name	Last name	Email Set all	Password Set all
<input checked="" type="checkbox"/>	HeeniTePoonoTarei	Heeni	Te Poono	Heeni@hotmail.com	WelcomeBack
<input checked="" type="checkbox"/>	JanneKlein	Janne	Klein	janneklein020@gmail.com	
<input checked="" type="checkbox"/>	Mohrie	Rita	Grawe	rita@gmail.com	
<input checked="" type="checkbox"/>	TWOA103000425	Mary Elizabeth	Ellis	ellis.miYAl19@gmail.com	
<input checked="" type="checkbox"/>	TWOA199000441	Cynthia Diana	Perham	cynniperham@gmail.com	

Adding Educators to your Group

If you have a tutor aide or another colleague you would like to give access to your class, you can add them as an Educator:

- To add one or more additional educators, get them to complete the registration process as a learner **using your join code**. Then drag their name from the **Active Members** box into the **Educators** box.

Manage user memberships in: Grawem1's Group

Zone Owner



Michael Grawe (Me)
grawem1

Memberships: 40 Used (4960 Remaining)

Join code: (Change)

NZ Learners

All None

Active Members

All None



Alana Robyn Millington
TWOA200421515



Astral Hinemoa Tawhiti Heremaia
TWOA200080333



Beverley Herewini
Bevah0901



Christine Daniels
TWOA200417991



Cynthia Diana Perham
TWOA199000441



Dane Russell Karapu
TWOA200418227



Eliza Melva Bruce
TWOA200040182



Elliott Heremaia
TWOA200390271

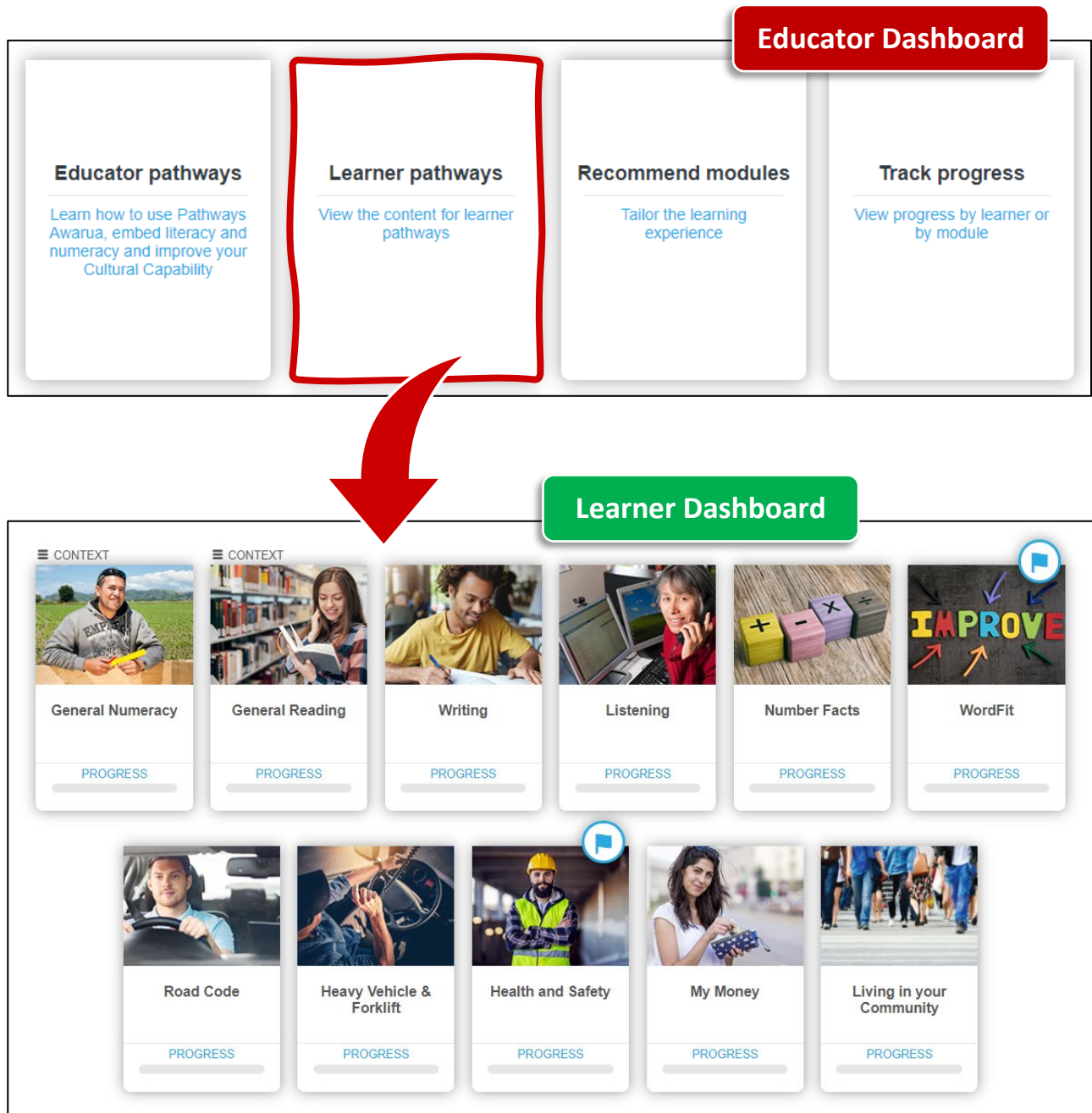
Educators

All None



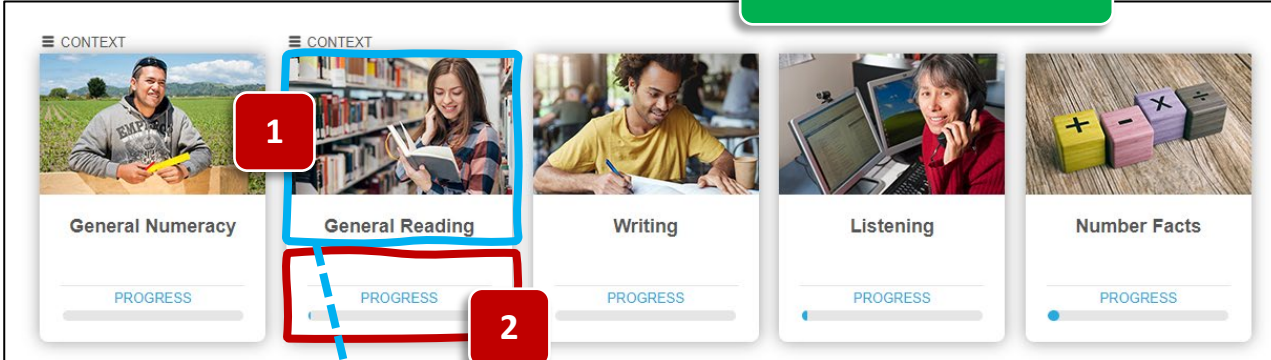
Navigating the Learner Dashboard

- To access the **Learner Dashboard** from your Educator Dashboard, select **Learner pathways**:




- From the **Learner Dashboard**, you can navigate to either [Pathway View](#) or [Module List View](#):

Learner Dashboard



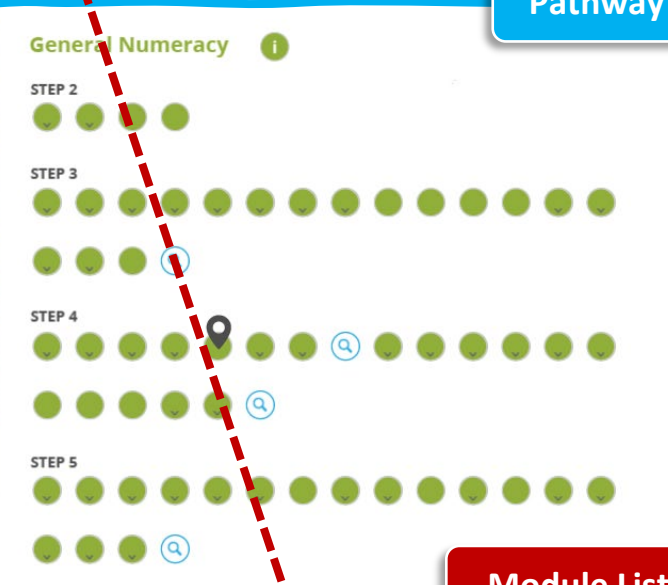
The Learner Dashboard shows five modules: General Numeracy, General Reading, Writing, Listening, and Number Facts. Each module has a 'PROGRESS' bar. A red box labeled '1' highlights the 'General Reading' module, and a red box labeled '2' highlights the 'PROGRESS' bar for 'General Reading'.

Pathway View



Module SN4050: Giving change
Points: 59
In this module you will learn to:
• give correct change to customers by counting

Reset Start



General Numeracy

STEP 2: 5/5 completed

STEP 3: 10/10 completed

STEP 4: 10/10 completed

STEP 5: 10/10 completed

Module List View

Title	Status	Date	Pass	Correct	Max.
Introduction to Pathways Awarua (NEW)	Not started	Start...	6		6
Module N2010: Adding up to 20 (NEW)	Not started	Start...	65		65
Module SN2010: Adding up to 20 (NEW)	Not started	Start...	65		65
Module TN2010: Adding up to 20 (NEW)	Not started	Start...	65		65
Module N2020: Subtracting up to 20 (NEW)	Not started	Start...	46		46
Module SN2020: Subtracting up to 20 (NEW)	Not started	Start...	46		46
Module TN2020: Subtracting up to 20 (NEW)	Not started	Start...	47		47
Module N2030: Equal shares: halves and quarters (NEW)	Not started	Start...	36		36
Module N2040: Equal shares: more fractions (NEW)	Not started	Start...	31		31
Module N3011: Hundreds, tens and ones (NEW)	Not started	Start...	72		90
Module SN3011: Hundreds, tens and ones (NEW)	Not started	Start...	84		102
Module TN3011: Hundreds, tens and ones (NEW)	Not started	Start...	72		90
Module N3021: More hundreds, tens and ones (NEW)	Not started	Start...	59		59
Module SN3021: More hundreds, tens and ones (NEW)	Not started	Start...	59		59

Pathway View

The screenshot displays the 'Pathway View' interface. On the left, a photo of a smiling man in a grey hoodie is shown. Below it, a pop-up window for 'Module SN4050: Giving change' is visible, showing 'Points: 59' and a list of learning objectives: 'give correct change to customers by counting'. The 'Start' button is highlighted with a red arrow. The main area shows a grid of modules organized by steps (STEP 2 to STEP 6). Red callout boxes identify the 'Introduction' module (top right), 'Module Title' (middle right), and 'Assessment Module' (bottom right). A red dashed circle highlights 'STEP 3'. The 'go places' logo is at the bottom left.

- For Learners new to *Pathways Awarua*, it is recommended to complete the **Introduction to Pathways Awarua** module.
- Modules are grouped by level of difficulty and relate to the **Adult Learning Progressions** (Starting Points, Step 1 - Step 6).
- **Hover** your mouse pointer over the module dots. The **module title** will be displayed as a screen tip.
- To choose a specific module, left click on the module dot, then click on **Start**.
- **Magnifying glass icons** are **assessment modules**, checking your understanding of the modules in the step.

Module List View

- This view is recommended for searching for topics or easily navigating to specific modules.
- To find a specific module or topic easily, use the keyboard shortcut **CTRL + F** to access the **search function** within your browser.
- Type a **keyword** (e.g., “fractions”), **module number** (e.g., “N4100”) or (part of) a **module title** into the search box.

Search Function: CTRL + F

The screenshot shows the Pathways Awarua Progress page. A red box highlights the search bar in the browser, with the text 'fractions' entered. A red arrow points to the search bar. Below the search bar, a table lists modules. The search results are highlighted in yellow in the original image.

Module	Status	Start...	29	43
Module TN4090: Strategies for solving harder division problems	Not started	Start...	29	43
Module N4090S1: Solving division problems by sharing and repeated subtraction	Not started	Start...	10	65
Module N4099A: Assessment check	Not started	Start...	12	12
Module N4100: Introduction to fractions	Not started	Start...	81	92
Module SN4100: Catering for fractions	Not started	Start...	92	92
Module TN4100: Introduction to fractions	Not started	Start...	83	94
Module N4100S1: Equivalent fractions	Not started	Start...	25	25
Module N4110: Making bigger fractions	Not started	Start...	73	73
Module N4110S1: Probability as fractions	Not started	Start...	31	31
Module N4120: Finding fractions of numbers	Not started	Start...	48	54
Module SN4120: Finding fractions of numbers	Not started	Start...	51	57
Module TN4120: Finding fractions of numbers	Not started	Start...	44	50
Module N4120S2: Finding fractions of numbers	Not started	Start...	36	42
Module N4130: Finding fractions of harder numbers	Not started	Start...	51	70
Module SN4130: Finding fractions of harder numbers	Not started	Start...	49	49
Module N4135: Place value	Not started	Start...	53	53

Module Numbers Explained

Module Descriptors:

N	Numeracy	TR	Trade Reading	MM	My Money
SN	Service Numeracy	YR	Youth Reading	HT	Heavy Vehicle
TN	Trades Numeracy	W	Writing	FKLT	Forklift
R	Reading	L	Listening		
SR	Service Reading	HS	Health & Safety		

- The **number** following the module descriptor relates to the Step in the Learning Progressions.
- Module list: <https://pathwaysawarua.com/images/Module-list.xlsx>

Recommending Modules to Learners

You can tailor learning to individuals or groups of learners by recommending specific modules. You may want to recommend modules to learners as preparation for upcoming work or as additional revision.

- From the Educator Dashboard, select **Recommend module**.
- Select the pathway you wish to recommend modules from (e.g., Writing).
- Select the learner's name(s) and module(s), then click **Apply**.



Choose recommended modules: Writing

Recommend modules to your learners [Read more...](#)

Name	Module
<input type="checkbox"/> Heketia Luke Ahomi	<input checked="" type="checkbox"/> Introduction to Pathways Awarua (NEW)
<input type="checkbox"/> Jane Atareta Beamsley	<input type="checkbox"/> Module W1010: Having something to say
<input checked="" type="checkbox"/> Meihawai Bell	<input type="checkbox"/> Module W1020: Writing a note or brief letter
<input type="checkbox"/> Nightingail Tahireh Benzi	<input type="checkbox"/> Module W1030: Writing an e-mail
<input checked="" type="checkbox"/> Eliza Melva Bruce	<input type="checkbox"/> Module W1040: Choosing the words to use
<input checked="" type="checkbox"/> Tracy Burke	<input type="checkbox"/> Module W1050: Writing sentences
<input type="checkbox"/> Christine Daniels	<input type="checkbox"/> Module W1060: Past or present?
<input type="checkbox"/> Mary Elizabeth Ellis	<input checked="" type="checkbox"/> Module W2010: Writing a report
<input type="checkbox"/> Michael Grawe	<input checked="" type="checkbox"/> Module W2020: Writing reports 2
<input type="checkbox"/> Rita Grawe	<input type="checkbox"/> Module W2040: Writing instructions
<input type="checkbox"/> Jury James Greenland	<input type="checkbox"/> Module W2045: Writing instructions at home
<input type="checkbox"/> Astral Hinemoa Tawhiti Heremaia	<input type="checkbox"/> Module W2050: Writing instructions to put on the wall at work
<input type="checkbox"/> Elliott Heremaia	<input type="checkbox"/> Module W2055: Writing instructions to put in manuals in the workplace
<input type="checkbox"/> Beverley Herewini	<input type="checkbox"/> Module W2060: Writing a description
<input type="checkbox"/> Mia Faith James	<input type="checkbox"/> Module W3010: Writing a summary - choosing the main ideas
<input type="checkbox"/> Yuni Joeniwarti	<input type="checkbox"/> Module W3020: Writing reports for different purposes

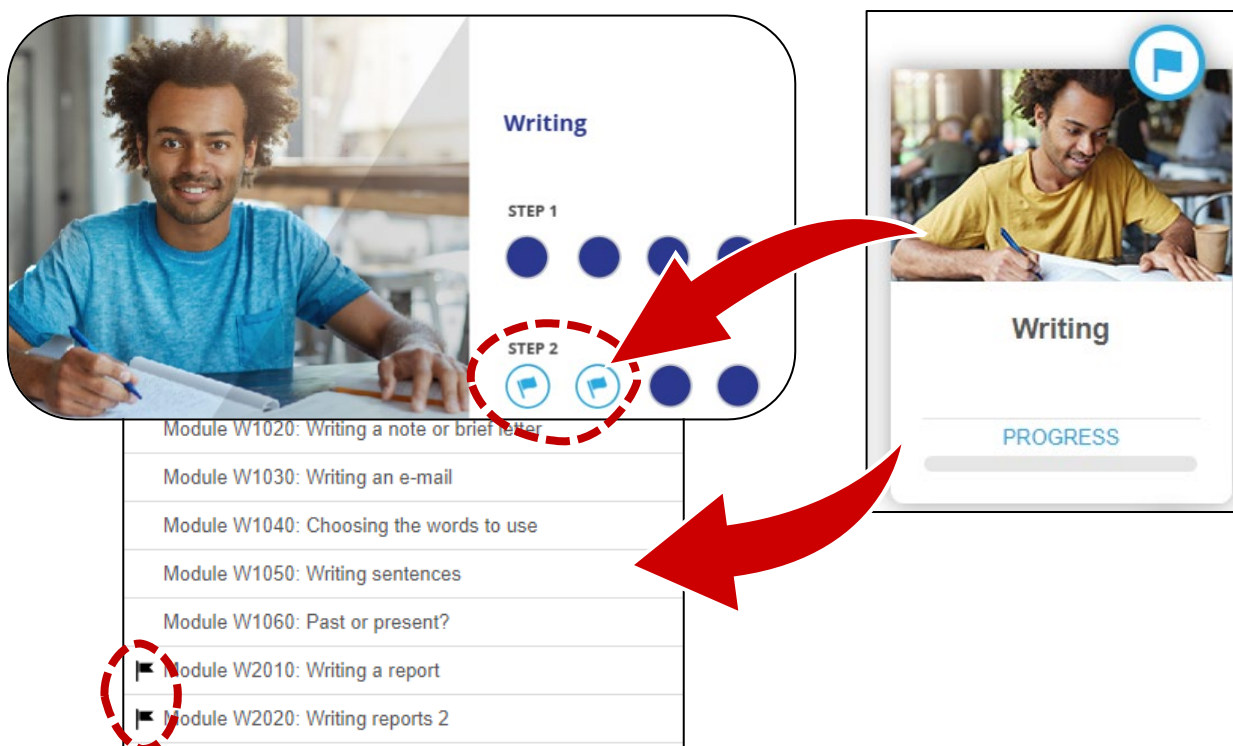
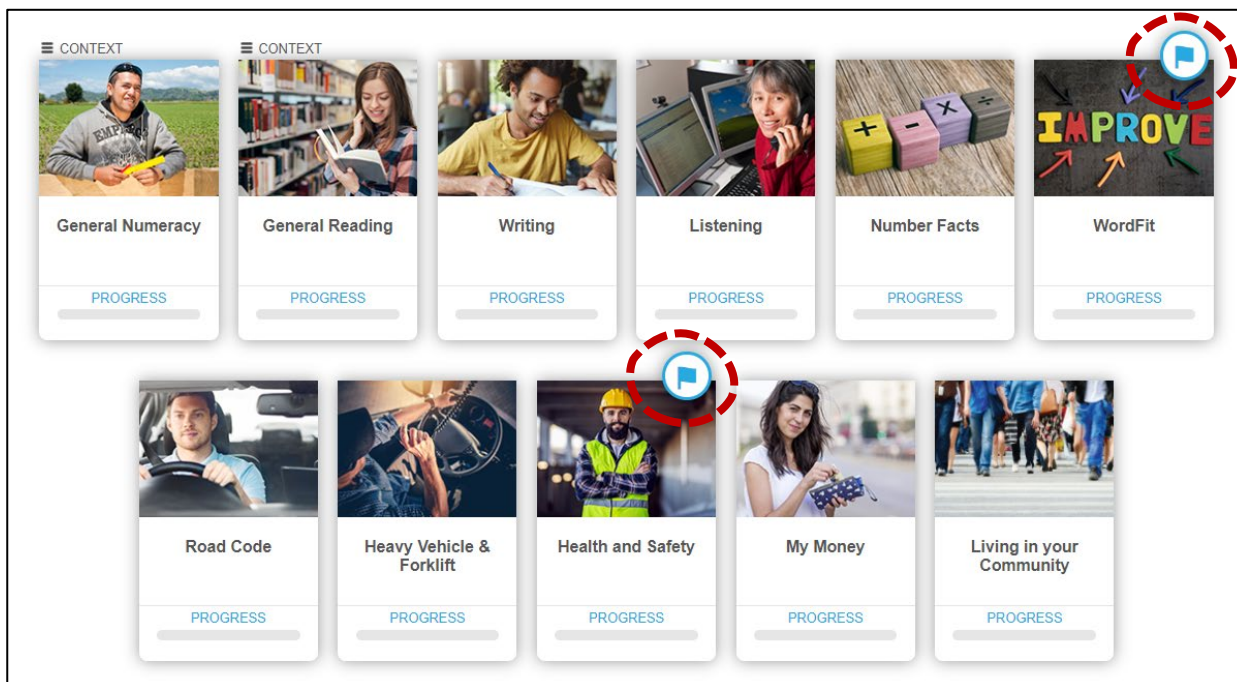
[Clear all](#) [Apply](#) [Finish](#)

- Selected learners and modules will be flagged.

Name	Module
<input type="checkbox"/> Heketia Luke Ahomi	<input checked="" type="checkbox"/> Introduction to Pathways Awarua (NEW)
<input type="checkbox"/> Jane Atareta Beamsley	<input type="checkbox"/> Module W1010: Having something to say
<input checked="" type="checkbox"/> Meihawai Bell	<input type="checkbox"/> Module W1020: Writing a note or brief letter
<input type="checkbox"/> Nightingail Tahireh Benzi	<input type="checkbox"/> Module W1030: Writing an e-mail
<input checked="" type="checkbox"/> Eliza Melva Bruce	<input type="checkbox"/> Module W1040: Choosing the words to use
<input checked="" type="checkbox"/> Tracy Burke	<input type="checkbox"/> Module W1050: Writing sentences
<input type="checkbox"/> Christine Daniels	<input type="checkbox"/> Module W1060: Past or present?
<input type="checkbox"/> Mary Elizabeth Ellis	<input checked="" type="checkbox"/> Module W2010: Writing a report
<input type="checkbox"/> Michael Grawe	<input checked="" type="checkbox"/> Module W2020: Writing reports 2

- Select **Finish**.

- Learners can easily recognize recommended modules by the **added flags** icons that show on the **Learner Dashboard**, in **Pathway View** and **Module List View**.



- Recommendations will automatically clear as learners complete the recommended modules.

Learner Rewards


Apple iPads and other Giveaways

For every 1,000 points completed across any of the pathways, you will automatically get **one entry into the biannual draw of an Apple iPad**.

We also have monthly competitions to win shopping vouchers and more.


To be notified about additional promotions and competitions follow *Pathways Awarua* on [social media](#).






Win \$100 petrol voucher. Earn 500 points on the Road Code pathway to enter.

Drawn 30 June 2021.



Win \$100 supermarket voucher. Earn 300 points on the My Money pathway to enter.

Drawn 30 April 2021.



Win \$100 Mitre 10 voucher. Earn 500 points on the Health & Safety pathway to enter.

Drawn 30 April 2021.

Certificates

Learners can access and print certificates at specific point thresholds.

- From the **Learner Dashboard**, select the **Module List View** (see p. 20) for a specific pathway.
- A **progress bar** is displayed at the top of the page.
- When learners reach certain points thresholds, **certificate icons** become active, and certificates can be downloaded as PDFs and printed.

Progress Bar

134



2577

Certificate



go places on
**PATHWAYS
AWARUA**

This certificate is awarded to

Michael Grawe

For achieving 100 points on the Reading Pathway.

Michael Grawe

Educator



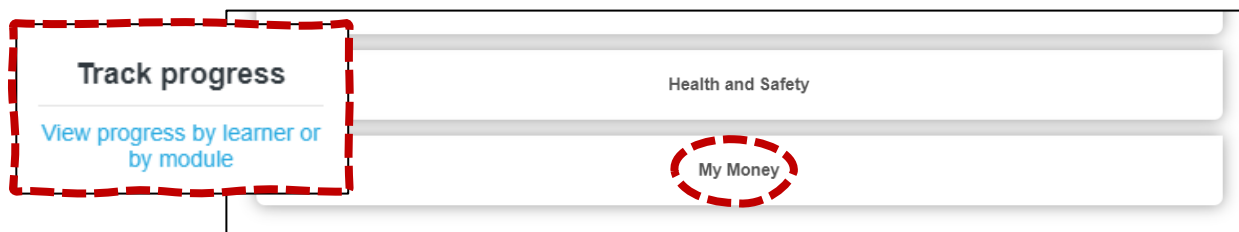
20-Jun-2018

Date

Printing Certificates for your Learners

You can access and print your learners' certificates from your Educator account:

- From the **Educator Dashboard**, select **Track progress**.
- In the pop-up window, select the appropriate pathway, e.g. "My Money".



- Select **List by: Learner**.
- Select an **individual learner**.

View modules on pathway: My Money

LIST BY: ☐ MODULE ☒ **LEARNER** SHOW: ☒ ALL ☐ RECOMMENDED [RECOMMEND MODULES](#)

Learner	Last login	Last accessed	Started	Pathway Points	
				Earned	Attempted
Karl Kaiako	20-Aug-2021	-	0	0	0
3 Tim Tauria	20-Aug-2021	28-Apr-2021	3	5	77
Yock King (Louise) Wong	18-Aug-2021	04-Oct-2018	19	937	959

YOCK KING (LOUISE) WONG

Module	Last accessed	Module Points		
		Pass	Correct	Max
Introduction to Pathways Awarua (NEW)		Not started		
MM-101: Shopping at the supermarket	16-Sep-2018	50	49	50
MM-102: Shopping for more expensive items	16-Sep-2018	49	46	49
MM-103: Advertising tricks	22-Sep-2018	47	47★	47
MM-104: Recognising Scams	22-Sep-2018	26	26★	26
MM-105: Working out percentage benchmarks	22-Sep-2018	59	59★	59

- Scroll to the **bottom of the page**. All certificates achieved by this learner in this specific pathway and can be opened, downloaded as PDFs and printed from here:

MM-307: Interest on loans		Not started		
MM-308: Understanding compound interest		Not started		
MM-309: You decide! Getting out of debt	04-Oct-2018	44	44★	44

100 Points 500 Points 1000 Points

Tracking Learner Progress

Educators can view and download summaries of points scored. Before running reports, remove any learners who are no longer attending class from the **Active member** list.

Class Overview Report

Which learners have achieved how many points in a specific pathway?

This report will allow you to get an overview of learner engagement in *Pathways Awarua* in your class, and let you identify learners who have not yet started any modules or show minimal engagement.

Run reports

[Download summaries of learner points scored](#)

- On the Educator Dashboard, navigate to **Run reports**.
- Choose the report type: **Detailed Report**.
- Enter dates: **Semester start date** to **today's date**.
- Choose the pathway: **Reading, Numeracy, etc.**
- Click on the **Run Report** button.

Create a report in: Grawem1's Group

Report data is current as of midnight last night.

Choose report type: **Detailed Report** ▼

See the total points scored and the number of modules completed per area and Step, by each learner.
(Note: date format is yyyy-mm-dd and only learners who have started a module will appear in the report).

Class Name: **Grawem1's Group** ▼

2 From: **2020-03-01**

To: **2020-06-28**

3 Pathway: **Reading** ▼

Run Report

- The report will show as follows:

Detailed Report						
Date	11:06am, 01-Sep-2020					
Results	3					
Class Name:	Grawem1's Group (grawem1)					
From:	2020-03-01					
To:	2020-06-28					
Pathway:	Reading					
<input checked="" type="checkbox"/> Include parameters <button>Download</button> <input type="button" value="Open"/>						

Group	First Name	Last Name	User Name	Last Login	Educator	Reading Points
↑↓	↑↓	↑↓	↑↓	↑↓	↑↓	↑↓
Search...						
Grawem1's Group	Cindy	Hou	houc1	2020-05-07 14:19:24	No	68
Grawem1's Group	Michael	Grawe	TWOA200111910	2020-09-01 10:23:24	No	3
Grawem1's Group	Joanne	Wikaira	wikairaj0	2020-05-11 12:13:40	No	5

- Note:** To calculate the **total amount of points** achieved for each learner (across all pathways), you will need to run a **separate report for each pathway** (applicable to your specific class/level) and then add up the points.

Class Name:	Grawem1's Group	Search (Enter next)
From:	2020-03-01	
To:	2020-06-28	
Pathway:	Writing	Search (Enter next)
<input checked="" type="checkbox"/> Include parameters <button>Download</button> <input type="button" value="Open"/>		

Detailed Report	
Date	11:06am, 01-Sep-2020
Results	3
Class Name:	Grawem1's Group (grawem1)
From:	2020-03-01
To:	2020-06-28
Pathway:	Reading

Report by Module

Which learners have started/completed a specific module?

- On the **Educator Dashboard**, navigate to **Track progress**, then **select the pathway** you wish to check.
- In the **top table**, select **LIST BY: MODULE** and click the **module** you would like to check, e.g., **MM-101**.

Track progress

View progress by learner or
by module

View modules on pathway: My Money

LIST BY **MODULE** LEARNER

RECOMMEND MODULES

Name	Last accessed	Started	Module Points	
			Average score	Module max
Introduction to Pathways Awarua (NEW)	-	0	0	6
MM-101: Shopping at the supermarket	21-May-2020	2	6.0	50
MM-102: Shopping for more expensive items	-	0	0	49
MM-103: Advertising tricks	-	0	0	47
MM-104: Recognising Scams	10-Aug-2020	1	9.0	26
MM-105: Working out percentage benchmarks	-	0	0	50

MM-101: SHOPPING AT THE SUPERMARKET

Learner	Last accessed	Pass	Correct	Max
Tracy Burke	21-May-2020	50	4	50
Michael Grawe (grawem1)		Not started		
Michael Grawe (TWOA200111910)		Not started		
Rita Grawe		Not started		
Beverley Herewini		Not started		
Cindy Hou		Not started		
Ijin Jeong	19-May-2020	50	8	50

- The **bottom table** will update and show which learners have started/completed this module.

Report by Learner

Which learners have started/completed which module(s) within a specific pathway?

- On the Educator Dashboard, navigate to **Track progress**, then select the pathway you wish to check.
- In the **top table**, select the **LIST BY: LEARNER**, then click on a **learner's name**:

View modules on pathway: My Money

LIST BY: ☐ MODULE ☒ **LEARNER** RECOMMEND MODULES

Learner	Last login	Last accessed	Started	Pathway Points	
				Earned	Attempted
Tracy Burke	21-May-2020	21-May-2020	1	4	4
Michael Grawe (Grawe1)	08-Sep-2020	11-Aug-2020	3	12	82
Michael Grawe (TWOA200111910)	03-Sep-2020	03-Sep-2020	4	18	30
Rita Grawe	26-Apr-2016	-	0	0	0
Beverley Herewini	01-May-2020	-	0	0	0
Cindy Hou	07-May-2020	07-May-2020	2	58	61

MICHAEL GRAWE (TWOA200111910)

Module	Last accessed	Module Points		
		Pass	Correct	Max
Introduction to Pathways Awarua (NEW)		Not started		
MM-101: Shopping at the supermarket		Not started		
MM-102: Shopping for more expensive items		Not started		
MM-103: Advertising tricks		Not started		
MM-104: Recognising Scams	10-Aug-2020	26	9	26
MM-105: Working out percentage benchmarks		Not started		
MM-106: Working out percentages of money		Not started		
MM-107: Working out percentages with and without a calculator		Not started		
MM-108: Buying a new mobile		Not started		
MM-109: You decide: Organising a birthday party		Not started		
MM-201: Your financial goals		Not started		
MM-202: Understanding what money means to you		Not started		
MM-203: Saving for your future with KiwiSaver	03-Sep-2020	37	0	37
MM-204: What's the deal with banks?	12-Aug-2020	48	3	48
MM-205: Keeping your money safe online	10-Aug-2020	34	6	34
MM-206: Budgeting		Not started		

- The **bottom table** will update and show which modules within the selected pathway a specific learner has started/completed.

Access

Pathways Awarua is **available anywhere, anytime, on any device.**

PCs & Laptops

Pathways Awarua can be accessed through any web browser on your PC or laptop.

Apps for Tablets

The *Pathways Awarua* apps have been designed specifically for **tablets** for **offline use**. The apps let learners to complete the modules without being connected to the internet, giving them more options for learning anywhere, anytime.



Each of the main pathways has a separate app that can be download from the **Google Play Store** or the **Apple App Store**.

(<http://www.pathwaysawarua.com/apps>).

Modules completed off-line will automatically be synced once the device is reconnected to the internet.

Due to limitations in screen size/orientation and storage, the **apps are not available for smartphones.**

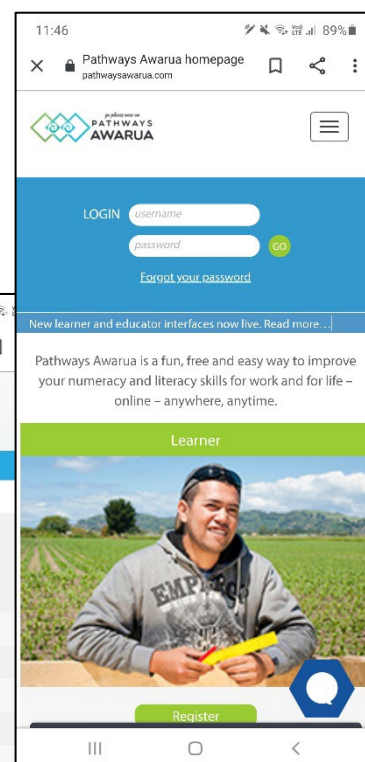
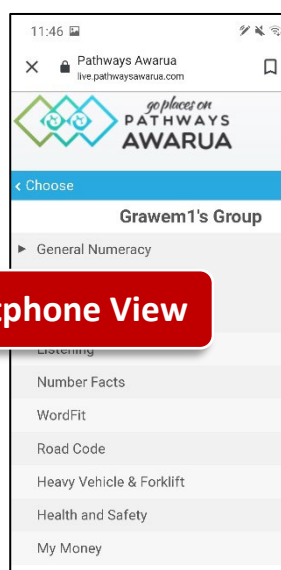
Smartphones

Even though the apps are not available on smartphones, **most of the *Pathways Awarua* content is optimised for smartphones.** Regardless of what mobile device learners use, they can continue learning as long as they have **an active internet connection.**

Pathways Awarua is accessible via any mobile browser. The website is fully responsive, and modules will adapt to the device's screen size.



Smartphone View



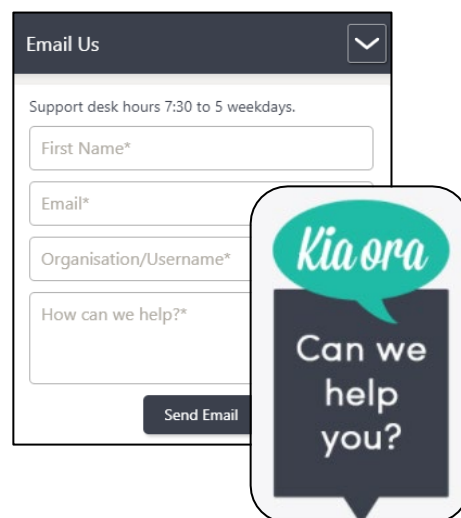
Help When You Need It

Helpdesk & Live Chat

The *Pathways Awarua* Helpdesk is available via **Live Chat** feature on the homepage **weekdays, 08:00 h – 17:00 h**. Outside office hours please leave a message or email us at support@pathwaysawarua.com.

We can assist with forgotten usernames/passwords and any other queries around *Pathways Awarua* you might have.

Please feel free to share any success stories or feedback you/your learners may have.



The image shows a screenshot of the 'Email Us' form on the Pathways Awarua website. The form has a dark header with the text 'Email Us' and a dropdown arrow. Below the header, it states 'Support desk hours 7:30 to 5 weekdays.' and includes input fields for 'First Name*', 'Email*', and 'Organisation/Username*'. There is also a text area for 'How can we help?*' and a 'Send Email' button. To the right of the form is a speech bubble graphic that says 'Kia ora' in a green bubble and 'Can we help you?' in a dark blue bubble.

Webinars & Professional Development



We run regular **free public webinars** for educators to help you make the most of *Pathways Awarua*. For information on dates, times, topics, and how to register, please see our [social media feeds](#).

If you are interested in free **customized webinars** for you and your colleagues (for groups of 5+ attendees), please e-mail pld@pathwaysawarua.com to discuss.



Promotional Materials



We have an assortment of printed materials available – posters, flyers, bookmarks and more. Get in touch and help us spread the word!

E-Mail: support@pathwaysawarua.com.