Foundation Course in Medical Homeopathy

An On-Line Course in Homeopathic Medicine for Healthcare Professionals

Getting Started

WELCOME

1. Welcome to the online course in Medical Homeopathy. We hope you enjoy your studies. Your access key will arrive via your registered email. A backup copy is also available for the first 7 days and can be found by logging into your profile page.

   Your access key email should arrive within two days of the course start date. When the email comes through, please save the key document that is attached.

2. You should **save** it to your computer's desktop, or any other location that allows you easy and frequent access. You should only need to do this once for each module that you have registered for. The key for each successive module will be available in the same way for each scheduled start date.

3. Every time you want access to your course materials, double-click the shortcut icon on your desktop (or chosen location) and follow the simple access instructions

Centre for Integrative Medical Training

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Month 1

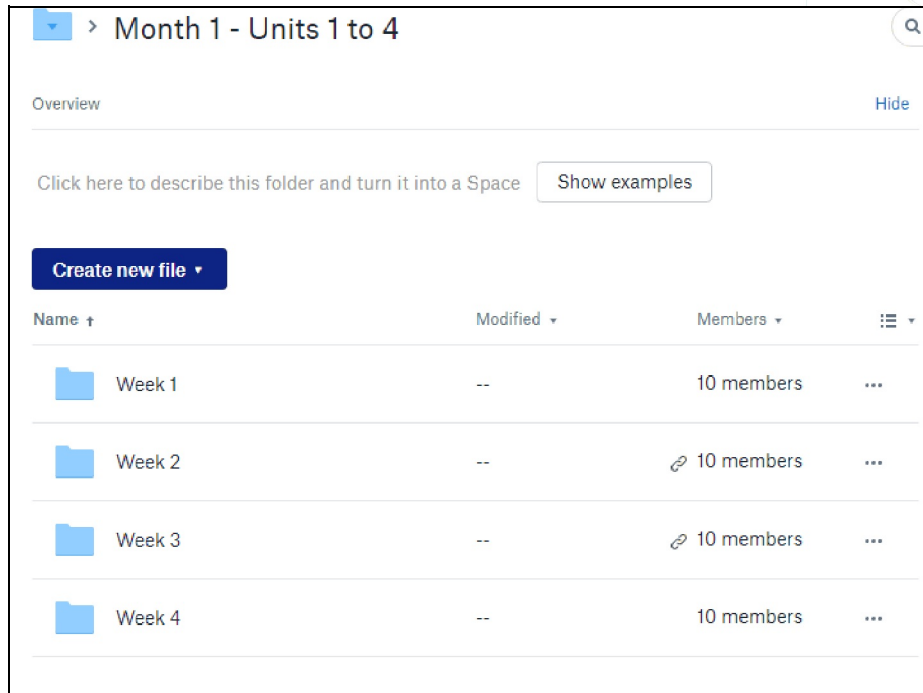Click on the key to access Units 1-4 of your course.

This will log you on to an online dropbox containing your study materials using a personal access code.

Do not share this key with anyone else, otherwise it will stop working and may lock you out.

If you experience any difficulties accessing your course, contact us at rlhh.education@gmail.com quoting the following reference in the subject line and describing your problem.
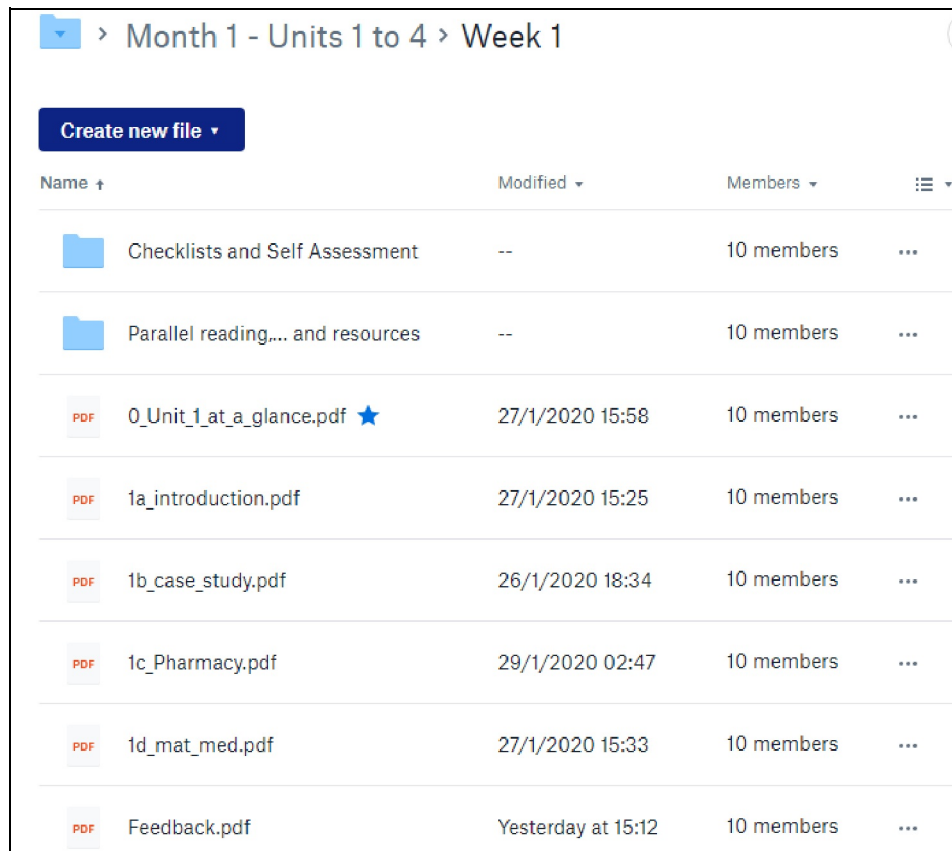
0H####-1####H-1##N##X-codefail-2020-B

4. When you click the access link key, your internet browser should take you to a folder that looks something like this:

4. Click on the folder for the relevant study week and you should see the downloadable files which contain your study guides and texts:
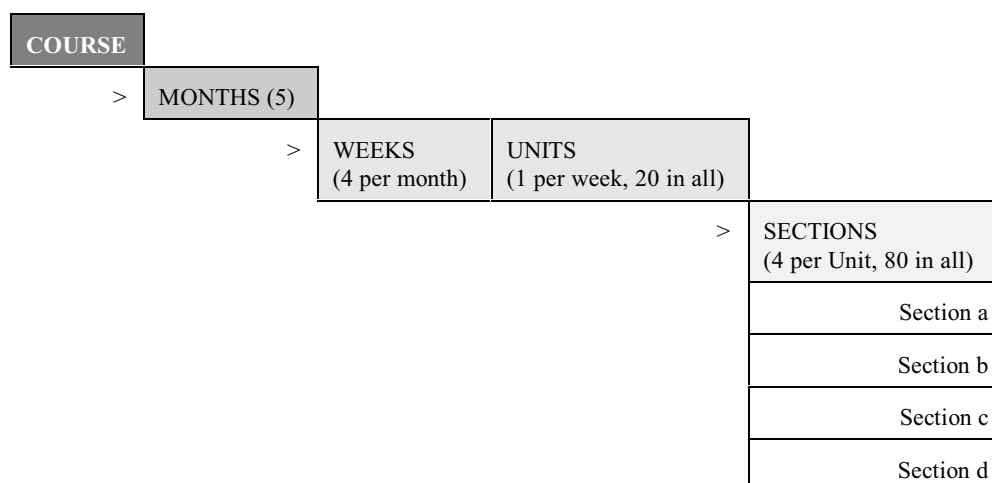
Description of the Learning Materials

CORE TEXTS

There are four core study texts for each week of your studies.
These are labelled a, b, c, d and correspond to Sections 1, 2, 3 and 4 of that week's content.

Each section usually relates to one main topic or concept. These vary in length and detail.
Week 1 is quite extensive, for example, because it introduces you to several key concepts.
In contrast to Week 1, many sections later in the course are only three or four pages long and these link to parallel reading or online video instead.

The materials are structured as follows:

COURSE		
> MONTHS (5)		
>	WEEKS (4 per month)	UNITS (1 per week, 20 in all)
		> SECTIONS (4 per Unit, 80 in all)
		Section a
		Section b
		Section c
		Section d

SUPPLEMENTAL MATERIAL

You will see also a folder with supplemental material (Parallel reading etc). These folders usually contains a variety of 'loose leaf' papers, books or extracts. Although these are mostly optional study resources, some units have supplemental folders that contain practical guides and illustrations that will deepen your understanding of the concepts provided in the Core Texts. Some units contain a lot of parallel reading, references and supplemental materials. Others contain little or no additional material and rely almost exclusively on the Core Texts.

FEEDBACK

Inside the folder for each unit there is a feedback form. We strongly encourage you to complete these and send them back to us. Each form is an electronic proforma which you can download and fill out on screen. If you prefer to send these back anonymously, you can upload them to the Course Postbox:

https://www.dropbox.com/sh/wdy1vetltfj08zc/AABLB1Z6RI5FddF7hW-Z2IuFa?dl=0

Otherwise, attach them to an email and send to rlhh.education@gmail.com
You can send as many feedback forms as you wish and we will use them to inform and guide improvements in our course design and content.

ASSESSMENT

As you go along, you will encounter various activities, learning checklists, student assessed questions (SAQs) and, occasionally, tutor-marked assessments (TMAs). Please note that this Foundation Course is NOT continually assessed, but prepares you for the **Primary Health Care Certificate Examination** of the Faculty of Homeopathy.
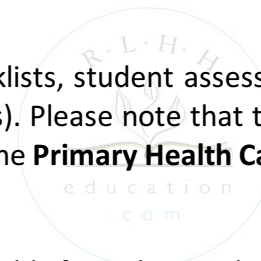
Guidelines for candidates and all other examination information is available from the Faculty of Homeopathy.
Contact Lisa Peacock, Membership & Education Officer at education@facultyofhomeopathy.org

If you wish to progress to Membership level training later on, you should collate and keep all your checklists, SAQs and TMAs from your Foundation Course. You should save these both on your own computer and in the personal portfolio provided in the course links (this virtual box is visible only to you and your course tutor). All these activities are reviewed toward the end of your higher training, when your learning portfolio will be assessed in the run-up to the Faculty Membership Examination

BEGINNING YOUR STUDIES

As soon as you have followed the link in the opening section of this guide and arrived at the folder for Month 1, then select **'Week 1'**

You will find a file there entitled ***Unit 1 at a Glance***. This will introduce you to the study topics for the week. Below that in the same document you will see a brief explanation on how to use the links that are embedded in the texts, together with an explanation of the symbols and icons that you will encounter at key points in your learning materials.

A similar 'at a glance' document is provided for each Unit throughout the course. If any of the course units appear to be missing, it is likely that they have been temporarily removed for revision. If there are any components that you cannot locate for any reason, contact us at: rlhh.education@gmail.com

Although you can view the Core Texts on-line via the web pdf viewer in your browser, it is much better to download the file into a designated folder on your own computer. You will then be able to open the document off-line with your pdf viewer. You will then have full access to all its links and features.

If, for any reason a course document fails to open, or appears to be corrupted or distorted, your computer may be having difficulty accessing our embedded fonts. In this event please use a feedback form to let us know which section is problematic. Send the feedback form back to us, via email (as described earlier) and mark it 'priority'.

The core texts are print-ready and have been designed with 'white space' and wide margins. This is to allow you to make annotations and notes. Many participants still find it easier to study from paper materials and enjoy marking up their own copies as they go along. You will, of course, still require the electronic versions to enable the links to on-line video and media files.

SCHEDULING

We have organised the course in blocks which, from experience, appear to suit the majority of learners (in terms of the time they have available for part-time study). Those who have plenty of spare time will find that the can engage fully in parallel reading and still have time in hand. Those who are pressed for time may wish to study at a slower rate than suggested by our weekly schedule and may wish to concentrate mainly on the Core Texts.

Participants should feel free to complete the course over a time-frame that is comfortable for them. However, **if you can keep to schedule, you will find that your on-line tutorials are set at the right level for you and you will get more out of the discussions.**

If you fall behind the given schedule, don't worry, but remember that if you fall a long way behind, you may have to wait for a much later sitting of the PHCE exam and it may also delay your entry to intermediate-level training.

COMMUNICATION TOOLS ON THE PORTAL

You can find a short video introduction to these here: https://youtu.be/u_x_hS__uyo 🔗
NB Your learning portfolio is more important at Intermediate level when course -based assessment become active, but all features are available from the course start date.

Troubleshooting:

If the internet link does not open the dropbox folder when you click on the golden key.

1. Check that your default browser is known to support Dropbox.

The following browsers have been tested in January 2021

Microsoft Edge   87.0.664.75 (64 bit)

Chrome   87.0.4280.141 (64 bit)

Opera (68)   release date 22-04-20, Chromium 81 JavaScript V8

2. Please note that older versions of Internet Explorer no longer support Dropbox

If you are still having trouble accessing your material please contact us: rlhh.education@gmail.com

We hope you enjoy the course. Do let us know if you have any queries or comments.