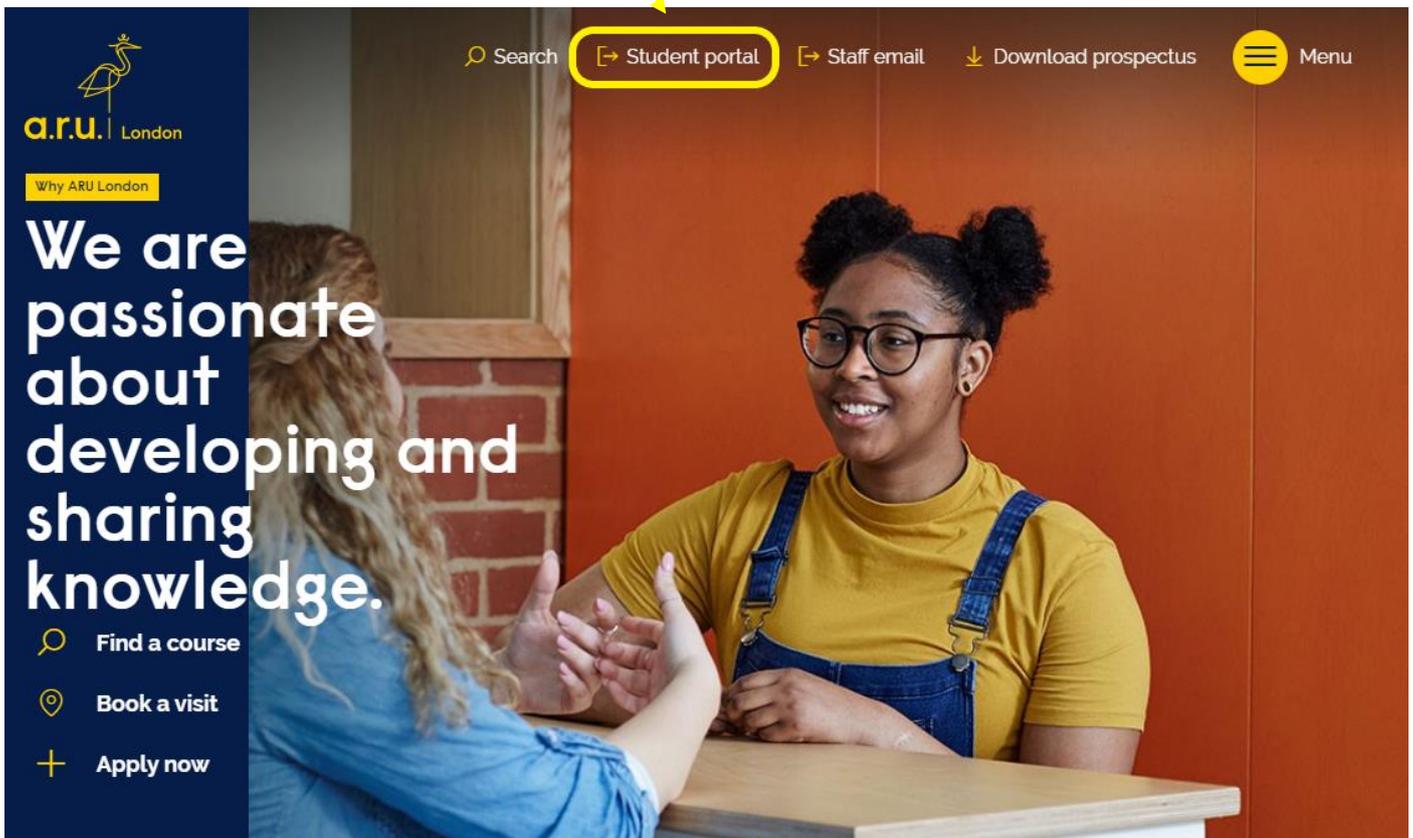
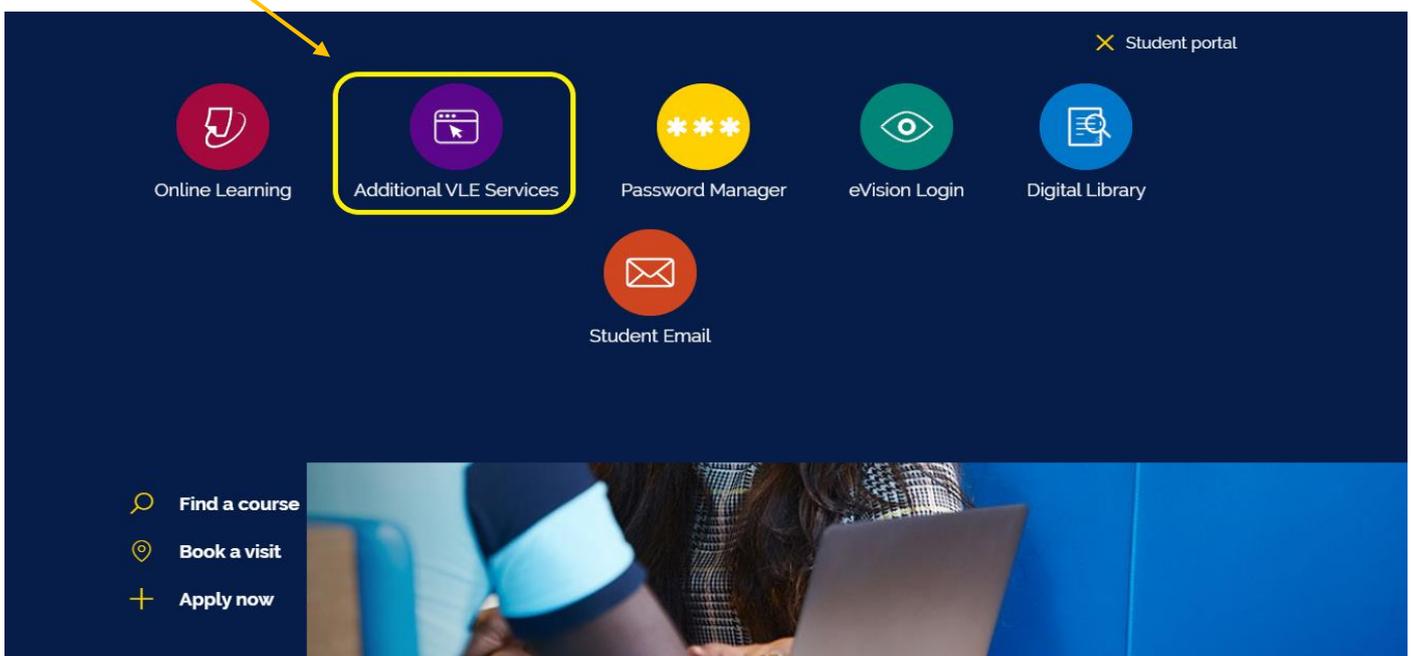


ARU London VLE Guide

1. To login to the Virtual Learning Environment (VLE) please visit the ARU London homepage at <https://london.aru.ac.uk/>. Once here, click 'Student portal' at the top of the page.



2. Once at Student Portal, you will be redirected to the page below, you will need to click on 'Additional VLE Services' where you will be asked to enter your login details to access the VLE.



3. You will then be directed to the **Additional VLE Services** login. To login, please enter your VLE username (e.g. 331234) and your password which is your D.O.B in 6 digits (DDMMYY).

ARU London

VLE Authentication

Username *

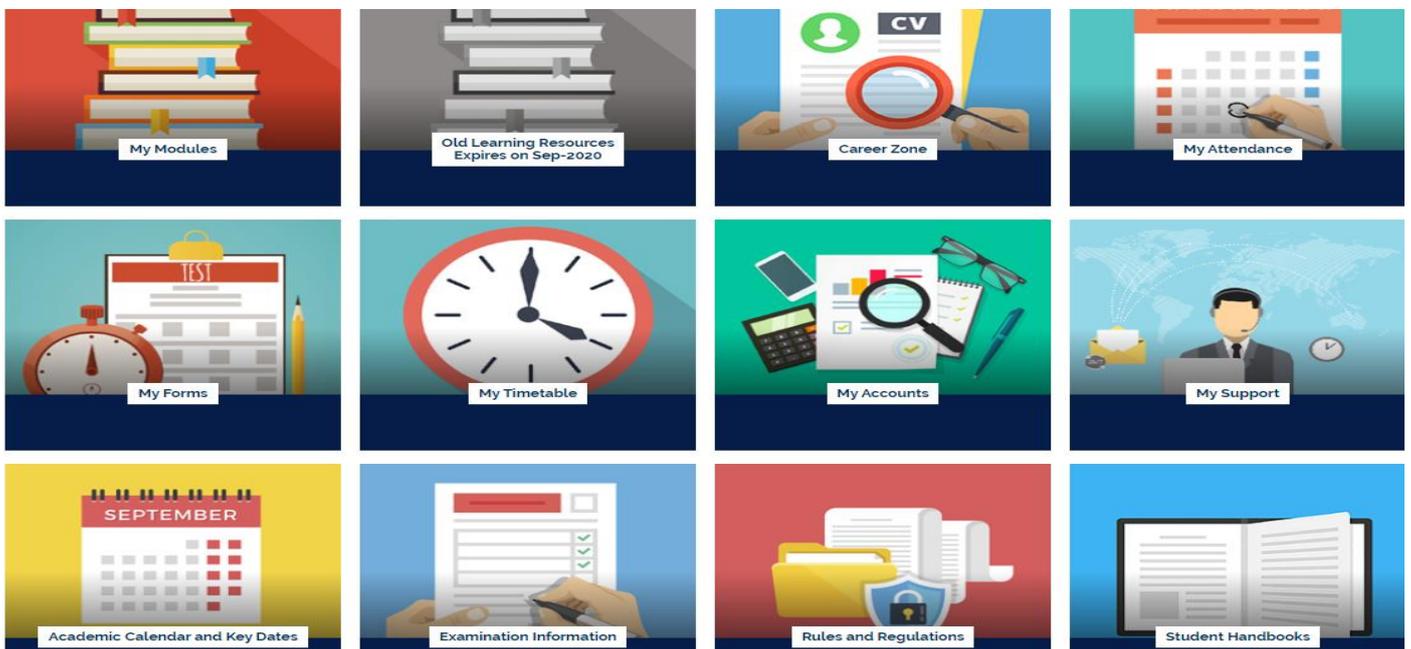
Password *

[Forgot password?](#)

Sign In

Login with your six digit AR London Student Code e.g. 3XXXXXX

4. Once you have logged into VLE you will see the following home screen. You will find each section useful throughout your time at ARU London. This guide will explain the use of each section in more detail.



5. In the 'My Modules' section you can view the modules you are studying, including the lecture slides and any notes your lecturer may have added, Zoom webinars, academic chat rooms and forums. Click on each module to view this. You can also access your assessment briefs within each module.

6. In 'My Career Zone' you can view all the tools provided to you by Employability Team. This includes videos and written guides on CVs as well as information on interview techniques. Our Employability Team will regularly add jobs in the 'Job-Hunting' section for students to apply. Even if you do not wish to work whilst you study, we highly recommend working on your CV and interview techniques.

7. 'My Forms' allows you to choose from the following: 'Letter request, Timetable Change Request Form, Change of Course Form, Assessments Extension Application Form, Notification Enquiry Form, Attendance Enquiry Form and Request for a replacement Attendance card.



My Forms

Please choose from following:

- **Letter Request**
- **Timetable Change Request Form**
- **Change of Course Form**
- **Assessments Extension Application Form**
- **Notification of Leave Form**
- **Attendance Enquiry Form**
- **Request for a replacement Attendance card**

8. In the 'My Timetable' section you can see details of your current modules as well as view your timetable for the current trimester.

Modules for your current term

Module	Short Code	Module Code	Enrolment Status
Academic and Professional Skills	APS	MOD003325	Enrolled
Business Environment	BEN	MOD003353	Enrolled
Economics for Business	BEC	MOD003327	Enrolled
Business Finance	BUF	MOD003319	Enrolled
Legal Aspects of Business	LAB	MOD003379	Enrolled
Managing Human Resources	MHR	MOD003486	Enrolled

Your classes will be at the following site: Farringdon Building - ARU London, 19 Charterhouse Street, London, EC1N 6RA

AM Classes Start at 10:00, PM Class starts at 14:00 and EV Classes start at 18:00.

Class Date	AM (10:00)	PM (14:00)	EV (18:00)
Tue 21/01/2020	MHR 07 / Room 209	LAB 03 / Room 407	
Fri 24/01/2020	LAB 03 / Room 405	MHR 07 / Room 209	
Tue 28/01/2020	MHR 07 / Room 209	LAB 03 / Room 407	
Fri 31/01/2020	LAB 03 / Room 405	MHR 07 / Room 209	
Tue 04/02/2020	MHR 07 / Room 209	LAB 03 / Room 302	
Fri 07/02/2020	LAB 03 / Room 405	MHR 07 / Room 209	
Tue 11/02/2020	MHR 07 / Room 209	LAB 03 / Room 302	
Fri 14/02/2020	LAB 03 / Room 405	MHR 07 / Room 209	
Tue 18/02/2020	MHR 07 / Room 209	LAB 03 / Room 302	
Fri 21/02/2020	LAB 03 / Room 405	MHR 07 / Room 209	
Tue 25/02/2020	MHR 07 / Room 209	LAB 03 / Room 302	
Fri 28/02/2020	LAB 03 / Room 405	MHR 07 / Room 209	
Tue 03/03/2020	MHR 07 / Room 209	LAB 03 / Room 302	
Fri 06/03/2020	LAB 03 / Room 405	MHR 07 / Room 209	
Tue 10/03/2020	MHR 07 / Room 209	LAB 03 / Room 302	
Fri 13/03/2020	LAB 03 / Room 405	MHR 07 / Room 209	
Tue 17/03/2020	MHR 07 / Room 209	LAB 03 / Room 302	
Fri 03/04/2020	LAB 03 / Room 405	MHR 07 / Room 209	

8. In 'My Accounts' you can view your course fees, including your balance due to date.

Course Details		
Code	Course Title	Start Date
MOD003325	Academic and Professional Skills	28/01/2019
MOD003353	Business Environment	28/01/2019
MOD003327	Economics for Business	16/09/2019
MOD003319	Business Finance	16/09/2019
MOD003379	Legal Aspects of Business	18/01/2020
MOD003486	Managing Human Resources	18/01/2020
MOD003332	Law of Business Organisations	10/09/2020
MOD003333	Law of Contract	10/09/2020
MOD003337	Business Strategy	13/01/2021
MOD003339	Commercial Law	13/01/2021
MOD003342	Law of International Trade	10/09/2021
MOD003463	UG Major Project - Integrated Case Study	10/09/2021

Payment Summary			
Date	Item	Invoiced	Paid
	Total:	<input type="text"/>	<input type="text"/>

Payment Plan	
Payment Due Date	Amount (GBP)
Balance Due Now	£0.00
01 January, 0001	£0
Total Student Balance	£0.00

9. Finally, in 'My Support' you can find useful documents you may need throughout your time at university. We would advise all students to have a look through these documents at the beginning of your studies with ARU London.

- Support Guides
1. [Guide To Results](#) 
 2. [A Guide to Using the ARU Online Library](#) 
 3. [Learning Resource Centre Policy](#) 
 4. [Change of Course Form](#) 
 5. [Travel Bursary Terms and Conditions 2018/19](#) 
 6. [Student Finance Terms and Conditions 2018/19](#) 
 7. [Self-funding Tuition Fees 2018/19: What You Need to Know](#) 
 8. [Course Leaders 2018/19](#) 
 9. [Day-time Attendance Procedure](#) 
 10. [Evening and Weekend Attendance Procedure](#) 
 11. [Mitigation Form](#) 
 12. [Timetable Change Request Form](#) 
 13. [ID Card Instructions](#) 
 14. [Harvard Referencing 2016](#) 
 15. [How To Create DropBox Account](#) 
 16. [How To Access Mircosoft OneDrive](#) 

Should you need further information regarding VLE, please contact call or email the iCentre

Email: iCentre@london.aru.ac.uk