ARU London VLE Guide

To login to the Virtual Learning Environment (VLE) please visit the ARU London homepage at www.lca.anglia.ac.uk.Once here, click the box at the top of the page labelled 'VLE Login'. You will be redirected to the login page where you can enter your details to access the VLE.

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 and throughout this guide we can explain the use of each section in more detail.

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. Click on each module to view this. You can also access your assessment briefs within each module.

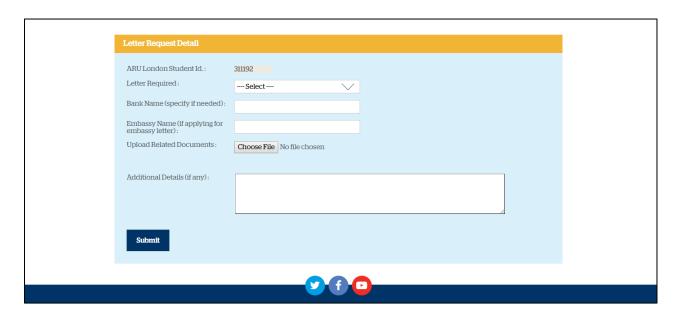In the My Career Management section you can view all the tools provided to you by our Work Placement Team. This includes video and written guides on CVs as well as information on interview techniques. Our Work Placement Team will regularly add jobs in the Job Hunting section for students to apply. Even if you don't wish to work whilst you study, we highly recommend working on CV and interview techniques.
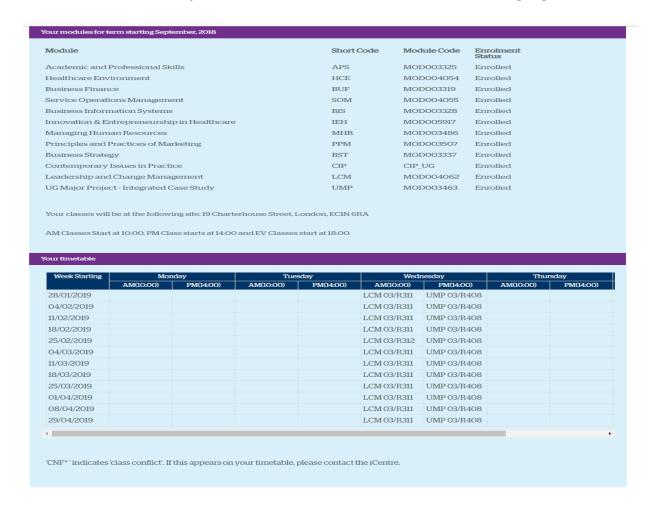
The My Letter Request section allows you to contact our iCentre Team for letters like Council Tax or Holiday letters to name a few.

Letter Request Detail

ARU London Student Id.: 311192

Letter Required: ---- Select ----

Bank Name (specify if needed):

Embassy Name (if applying for embassy letter):

Upload Related Documents: Choose File   No file chosen

Additional Details (if any):

Submit

In the Timetable section you can see details of your current modules as well as view your timetable for the current semester. The date refers to Monday's date of that week and you can view which room you are in with the last 3 numbers of the code as highlighted below.

Your modules for term starting September, 2018

Module	Short Code	Module Code	Enrolment Status
Academic and Professional Skills	APS	MOD003325	Enrolled
Healthcare Environment	HCE	MOD004054	Enrolled
Business Finance	BUF	MOD003319	Enrolled
Service Operations Management	SOM	MOD004055	Enrolled
Business Information Systems	BIS	MOD003328	Enrolled
Innovation & Entrepreneurship in Healthcare	IEH	MOD005917	Enrolled
Managing Human Resources	MHR	MOD003486	Enrolled
Principles and Practices of Marketing	PPM	MOD003507	Enrolled
Business Strategy	BST	MOD003337	Enrolled
Contemporary Issues in Practice	CIP	CIP_UG	Enrolled
Leadership and Change Management	LCM	MOD004062	Enrolled
UG Major Project - Integrated Case Study	UMP	MOD003463	Enrolled

Your classes will be at the following site: 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.

Your timetable

Week Starting	Monday AM(10:00)	Monday PM(14:00)	Tuesday AM(10:00)	Tuesday PM(14:00)	Wednesday AM(10:00)	Wednesday PM(14:00)	Thursday AM(10:00)	Thursday PM(14:00)
28/01/2019					LCM 03/R311	UMP 03/R408		
04/02/2019					LCM 03/R311	UMP 03/R408		
11/02/2019					LCM 03/R311	UMP 03/R408		
18/02/2019					LCM 03/R311	UMP 03/R408		
25/02/2019					LCM 03/R312	UMP 03/R408		
04/03/2019					LCM 03/R311	UMP 03/R408		
11/03/2019					LCM 03/R311	UMP 03/R408		
18/03/2019					LCM 03/R311	UMP 03/R408		
25/03/2019					LCM 03/R311	UMP 03/R408		
01/04/2019					LCM 03/R311	UMP 03/R408		
08/04/2019					LCM 03/R311	UMP 03/R408		
29/04/2019					LCM 03/R311	UMP 03/R408		

'CNF*' indicates 'class conflict'. If this appears on your timetable, please contact the iCentre.

In the My Accounts section you can view your course fees, including balance due

Code	Course Title	Start Date
MOD003325	Academic and Professional Skills	19/09/2016
MOD004054	Healthcare Environment	19/09/2016
MOD003319	Business Finance	15/01/2017
MOD004055	Service Operations Management	15/01/2017
MOD003328	Business Information Systems	10/09/2017
MOD005917	Innovation & Entrepreneurship in Healthcare	10/09/2017
MOD003486	Managing Human Resources	28/01/2018
MOD003507	Principles and Practices of Marketing	28/01/2018
MOD003337	Business Strategy	15/09/2018
CIP_UG	Contemporary Issues in Practice	15/09/2018
MOD004062	Leadership and Change Management	28/01/2019
MOD003463	UG Major Project - Integrated Case Study	28/01/2019

Payment Summary

Date	Item	Invoiced	Paid
	Total :	24000.00	20000.00

Payment Plan

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

Finally, The My Support section provides you with 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.

Help Documents

1. Guide To Results
2. A Guide to Use the ARU Online Library
3. Learning Resource Centre Policy
4. Change of Course Form
5. Extension Form
6. Travel Bursary Terms and Conditions 2018/19
7. Student Finance Terms and Conditions 2018/19
8. Self-funding Tuition Fees 2018/19: What You Need to Know
9. Course Leaders 2018/19
10. Assignment Extension Form
11. Day-time Attendance Procedure
12. Evening and Weekend Attendance Procedure
13. Mitigation Form
14. Timetable Change Request Form
15. Travel Bursary TCS 18_19
16. ID Card Instructions
17. Intermitting Form
18. Notification of Leaving Form
19. Harvard Referencing 2016
20. How To Create DropBox Account
21. How To Access Mircosoft OneDrive

We hope you found this guide useful but if you do require any further assistance please speak with our iCentre Team.