

IQ Learn Platform – Instructions & Guidelines

Platform Usage Instructions

Welcome to **IQ Learn** — Iraq's national smart e-learning platform. Follow the steps below to get started and make the most of your experience.

1. How to Access the Platform

- Visit the official IQ Learn website through the link provided by your university
 - Use your **unified university email** (e.g., student@university.edu.iq) to log in
 - First-time users must activate their account via email verification
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2. Account Registration

- **Students:** Your account will be automatically created upon enrollment. Check your university email for login credentials.
 - **Faculty:** Request account creation through your **college's Digital Systems Unit**
 - Once logged in, complete your profile information
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3. Dashboard Overview

After logging in, you will see your personalized dashboard:

For Students:

- **My Courses** – View enrolled courses and materials
- **Assignments** – Submit homework and track deadlines
- **Grades** – Access exam results and feedback
- **Discussions** – Participate in class forums

For Faculty:

- **My Classes** – Manage courses and student lists

- **Lectures** – Upload video lessons and materials
 - **Assessments** – Create quizzes, exams, and assignments
 - **Analytics** – Track student performance and engagement
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4. Creating and Managing Courses (For Faculty)

1. Click "**Create New Course**" from your dashboard
 2. Fill in course details: name, code, description, and academic term
 3. Upload syllabus and learning materials
 4. Add students manually or sync with the **Student Information System (SIS)**
 5. Publish the course to make it visible to students
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5. Attending Courses (For Students)

1. Log in to your dashboard
 2. Click on any enrolled course
 3. Access:
 - Lecture videos
 - Course materials
 - Assignment deadlines
 - Online quizzes and exams
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6. Taking Online Exams

- Exams will appear on your dashboard during scheduled times
- Ensure stable internet connection before starting
- Read all instructions carefully before beginning
- Submit answers before the timer expires
- Results and feedback will be available after grading

7. Submitting Assignments

1. Go to the course page and click "**Assignments**"
2. Select the relevant assignment
3. Upload your work (PDF, Word, images, etc.)
4. Click "**Submit**" before the deadline
5. You will receive a confirmation email upon successful submission

8. Communication Tools

- **Messages** – Send direct messages to instructors or classmates
- **Notifications** – Stay updated on deadlines, announcements, and grades
- **Discussion Forums** – Engage in academic discussions for each course

9. Tracking Your Progress

Students can view:

- Completed assignments and exams
- Current grades per course
- Overall performance reports

Faculty can view:

- Student participation rates
- Assignment submission status
- Class performance analytics

10. Technical Support and Training

- **Video Tutorials** – Short 3–4 minute guides for every feature

- **Unit Coordinators** – Contact the Digital Systems Unit in your college
- **Training Workshops** – In-person and online sessions for faculty and staff

Important Notes

- The platform is **fully integrated** with the Student Information System (SIS) and HR systems
- Faculty **performance evaluations** will be linked to platform usage
- All data is securely stored and monitored by the Ministry of Higher Education
- The platform is continuously updated with new features and improvements

Quick Links

Action	Link
Access IQ Learn Platform	Login IQ Learn
View Video Tutorials	IQ Learn Tutorial
Passcode	+q*@8AF0