The Socially Engaged Design Academy (SEDA) is created by the Center for Socially Engaged Design at the University of Michigan. To access the SEDA learning blocks, visit the design academy at csed.engin.umich.edu/academy/.

Table of Contents

Getting Started
Part 1: Registering an Account 1
Part 2: Logging In 5
Part 3: Changing your Password 7

Taking a SEDA Block
Part 4: Navigating to SEDA 11
Part 5: Enrolling in a Block 14
Part 6: What to Expect 18
Getting Started

The Socially Engaged Design Academy (SEDA) is a learning center for students, faculty, and professionals to receive basic training in the core elements of socially engaged design. Our asynchronous learning blocks include online independent study as well as hands-on, in-person skills training.

To register for SEDA and complete your first learning block, please follow the instructions below. For any technical issues, please email SEDA-help@umich.edu.

Part 1: Registering an Account

1. For first-time SEDA users, type in csed.engin.umich.edu/register/ or go to the SEDA home page (csed.engin.umich.edu/academy/). The ‘Register’ button on the SEDA home page can be found just below the page heading.

   a. You might also access the registration page by clicking ‘Log In’ in the top right corner along the teal bar. You will be re-directed to the login page where you can then click ‘Register Here’ at the bottom.

   ![SEDA Home Page Screenshot]

   csed.engin.umich.edu

   SEDA-help@umich.edu
b. The registration page looks like this:

![Registration Page Screenshot]
c. **Fill in your Full Name, Email Address, and desired Username.** Your username cannot be changed once it has been selected by you, or automatically generated (should you choose not to write in a username). Only users with a valid umich.edu email address can take the SEDA learning blocks, so the 'Submit' button will only appear after that is entered.
2. The page will reload to confirm your registration.

![Registro de SEDA](image)

3. An email will be sent to you within 15 minutes containing your temporary password, username and the login link.
   
a. If you do not receive an email, go to the login page (see 'Part 2') to reset your password.

![Correo electrónico de SEDA](image)

Congratulations! You have successfully created a SEDA account!
**Part 2: Logging In**

1. Log in by clicking on ‘Log In’ in the top right corner along the teal bar of any page. You may also log in on the SEDA home page (csed.engin.umich.edu/academy/) or typing in csed.engin.umich.edu/login. To navigate to the SEDA homepage, see ‘Part 4’.

2. The login page looks like this:

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**Username or Email Address**

**Password**

**Remember Me**

**Log In**

Forgot your password? **Click Here**  Don't have an account? **Register Here**.

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**csed.engin.umich.edu**

**SEDA-help@umich.edu**
3. After you login, you will be re-directed to the C-SED Wordpress Dashboard.

To change your password or navigate back to the SEDA, see the following sections.
Part 3: Changing your Password

1. If you have forgotten your password and want to reset it but are not logged in yet, go to the login page as directed in ‘Part 2’ and select ‘Click Here’.

   a. You will be taken to a Wordpress page where you will insert your registered umich.edu email address.
b. You will receive a confirmation email (within 10 minutes) that includes your username and a link to reset your password. If you do not click on the link and change your password, your password will remain the same.

[Center for Socially Engaged Design] Password Reset

Someone has requested a password reset for the following account:

http://csed.engin.umich.edu/

Username: SEDAusers

If this was a mistake, just ignore this email and nothing will happen.

To reset your password, visit the following address:

<https://csed.engin.umich.edu/wp-login.php?action=rp&key=WzSxpKWq1gqs/Dw037KB&ogin=SEDAusers>

c. When you click on the provided link, you will have the option to use the new password automatically generated for you, or to insert your own. If you do not wish to change your password, you can close out of the window without doing anything else. Your password will remain the same as it was.
2. If you have forgotten your password and want to reset it **and are** logged in, click on your name or ‘Edit My Profile’ in the top right corner on any page to navigate to the C-SED Wordpress Dashboard.

   ![Dashboard Image]

   a. If you did not click on ‘Edit My Profile’, go to your profile by clicking on ‘Profile’ on the lefthand sidebar.

   ![Profile Image]

   b. On your profile page, scroll down to “Account Management”, where you can click on “Generate Password” to generate a new password or type one in yourself.

   ![Account Management Image]
c. Once satisfied with your password, scroll down to the very bottom of the page and select 'Update Profile'. If you do not click 'Update Profile', the password will remain the same as it was before.

Congratulations! You have successfully changed your password!
Taking a SEDA Block

Part 4: Navigating to SEDA

Now that you have successfully registered an account, you may now complete a block in the Socially Engaged Design Academy!

1. The SEDA homepage URL is csed.engin.umich.edu/academy/. Here, you will find many blocks ready for you to tackle! You can copy-paste or type the link into the address bar, or access it from your profile or the C-SED home page. Navigation instructions are included below:

   a. From the C-SED Wordpress Dashboard, select ‘Center for Socially Engaged Design’ in the top left corner (or hover over it and click on ‘Visit Site’).
b. You will be redirected to the C-SED homepage. From here, select any one of three ways to access the SEDA homepage.
c. On the SEDA homepage, you will be able to see all the available and upcoming blocks by scrolling down. **Watch the video at the top to learn how the blocks are structured and what to expect.**
Part 5: Enrolling in a Block

1. On the SEDA homepage (csed.engin.umich.edu/academy), select the block you want to take by either clicking on the picture itself or the ‘See More...’ button. Note that when you hover over a picture, it will fade out slightly.

2. When you select a block, you will be re-directed to that particular block’s main page. It will look something like this:
3. If you are not logged in, there will be a yellow ‘Login’ button under the heading that will redirect you to the login page at [csed.engin.umich.edu/login/](csed.engin.umich.edu/login/). Note: after logging in, follow the instructions in ‘Part 4’ to navigate back to the SEDA block.
4. When you are in the desired block’s main page, scroll to the bottom of and select the green ‘Take this Block’ button.

   ![Take this Block button]

   **BLOCK CONTENT**

<table>
<thead>
<tr>
<th>Block Navigations</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. PRIOR KNOWLEDGE REVIEW</td>
<td>✓</td>
</tr>
<tr>
<td>2. CORE CONTENT</td>
<td>✓</td>
</tr>
<tr>
<td>3. KNOWLEDGE CHECK</td>
<td>✓</td>
</tr>
<tr>
<td>4. APPLICATION</td>
<td>✓</td>
</tr>
<tr>
<td>5. REFLECTION</td>
<td>✓</td>
</tr>
</tbody>
</table>

   a. If you are not logged in, you will be redirected to the login page after clicking on the ‘Take this Block’ button. Follow the instructions in ‘Part 4’ to navigate back to the SEDA block. You may have to click on the ‘Take this Block’ button in again once you are actually logged in.

   b. If you are logged in already and successfully enrolled in a block, you will no longer see the ‘Take this Block’ button. You may now click on ‘Prior Knowledge Review’ to start taking the block. *Note that the blocks are structured highly sequentially, so you cannot skip any step(s).* For a brief overview of each section in the blocks, go to ‘Part 6’.

   **BLOCK CONTENT**

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</table>
2. You will be able to see your progress in the block on the righthand side by looking at the green progress bar/arrows or clicking on ‘My Profile’, The section of the block you are currently on will also be bolded.

**BLOCK PROGRESS**

<table>
<thead>
<tr>
<th>Green Bar</th>
</tr>
</thead>
</table>

**BLOCK NAVIGATION**

- Prior Knowledge Review
- Core Content
- Knowledge Check
- Application
- Reflection

Return to Prototyping

a. You may also see your progress by going to the ‘Edit My Profile’ page and scrolling down to the bottom under ‘Block Info’.

![Edit My Profile Page]

**Block Info**

- Earned Block Points: 0
- Block progress details:
  - **Prototyping:** Status: In Progress Completed 1 out of 5 steps Since: October 19, 2017 12:42 pm

Update Profile

csed.engin.umich.edu
SEDA-help@umich.edu
Part 6: What to Expect

On the SEDA homepage (csed.engin.umich.edu/academy), watch the video at the top, titled “What is the Socially Engaged Design Academy?”, to learn why SEDA exists and what taking a block looks like. You can watch the video directly on the site, on Youtube by clicking on the title at the top of the video itself, or by going to C-SED’s Youtube page at

https://www.youtube.com/channel/UCLSkgWFTijO4pFgi2R_r9sQ

There are 5 sections to each SEDA learning block:

1. **Prior Knowledge Review [~5-10 minutes]**: Gauge your familiarity with the block topic or skill.

2. **Core Content [~2-5 hours, dependent on the block and individual]**: Multidisciplinary content on a topic presented through readings and video.

3. **Knowledge Check [~½-1 hour]**: Assess what you learned in the core content with a quiz. The close-ended questions will be automatically graded, and the open-ended questions will be graded manually by a grader, who will return your score and provide you with feedback within less than one week. **You will only be able to proceed to the Application once your entire quiz is graded (both automatically and manually) and if you receive a 70% or higher.**

4. **Application [~1-3 hours, depending on the block and individual]**: Apply what you’ve learned in mock design scenarios by first preparing on your own, then meeting in-person with a coach for **30 minutes** to actively practice your skills, assess where you’re at, and learn how to continuously improve. **You will only be able to proceed to the Reflection once you meet in-person with a coach, who then either approves your assignment or suggests revisions before you can progress.**

5. **Reflection [~5-10 minutes]**: Reflect on your Prior Knowledge Review questions to process what you’ve learned and how to apply it to your future work. **The Reflection will be reviewed by a SEDA staff member, who will approve your completion of the block.**

If you have any questions, comments, or concerns, please email us at SEDA-help@umich.edu.