Manual: use of the platform ‘VICE’

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In case of questions AFTER READING THIS MANUAL: marie.coussens@ugent.be
1. To sign up for the platform VICE

Go to ‘https://vice.uantwerpen.be/’

Fill in your email address of your original institution (as user name) and password (received via email). If that doesn’t work: add ‘.vice’ to your user name (for example: Marie.Coussens@ugent.be.vice)

Click on ‘aanmelden’
Change your password (as soon as possible): click in the right corner on the arrow next to your name.

Click on ‘settings’
Click on ‘personal information’

Click on ‘change password’

Change your password and click on ‘submit’
Your password is now changed.

To go to the general menu: click on ‘welcome’ in the right corner

The red arrow in the screenshot below shows the different courses.

There are 7 different courses:
- VICE_2021_CARDIO
- VICE_2021_CRITICAL
- VICE_2021_METABO
- VICE_2021_ONCO
- VICE_2021_RESPI
- VICE_2021_PCVCHILD
- VICE_2021_CAPITASELECTA

Three different specializations can be selected (you only have to use the specialization that you have chosen):
- VICE_2021_INTERNALDISORDERS: specialization of internal disorders (KUL, UH, UA, UGhent, VUB)
- VICE_2021_PAEDIATRICS: specialization of paediatrics (KUL, UH)
- VICE_2021_ELDERLY: specialization of elderly (UGhent)
2. Course Calendar

Click on your chosen specialization course (example here is for the specialization course of internal disorders)

You can find the course calendar in the folder ‘course calendar’ in ‘course materials’. Please check this file regularly!

❖ Online lessons: the lessons are recorded by the lecturers beforehand and are uploaded in VICE. Afterwards, a Q&A moment (livestream via collaborate) is planned so you can ask your questions.

❖ Livestream (collaborate) lessons: You can follow the lesson (livestream via blackboard collaborate) by clicking on the relevant course -> ‘collaborate’ -> ‘join session (name teacher + date)’

❖ On campus:
  - With live streaming: you can follow the lessons via live streaming. We recommend you to take lessons on campus if the lessons are organized by your ‘home’ institution (for example students of KUL attend the lessons on campus when they take place in Leuven).
  
  NOTE: if you prefer to join lessons on campus, organized elsewhere than your own home institution, you are of course also welcome to join!
  
  - Without live streaming: your presence on campus is required to take lessons.
3. Files/powerpoints/online lessons and announcements

Example in VICE_METABO:

Click on the course ‘VICE_METABO’

You can see the announcements now

To see the files/powerpoints/online lessons:

Click on ‘course materials’

! Do not forget to subscribe to the different universities (VICE_2021_INTERNALDISORDERS OR VICE_2021_ELDERS OR VICE_2021_PAEDIATRICS -> course materials -> ‘how to subscribe to the different universities’)

4. Livestream sessions

You can follow the lesson by clicking on the relevant course -> ‘collaborate’ -> ‘join session (name teacher + date)’

These sessions will be recorded in most cases (ask the teacher).