

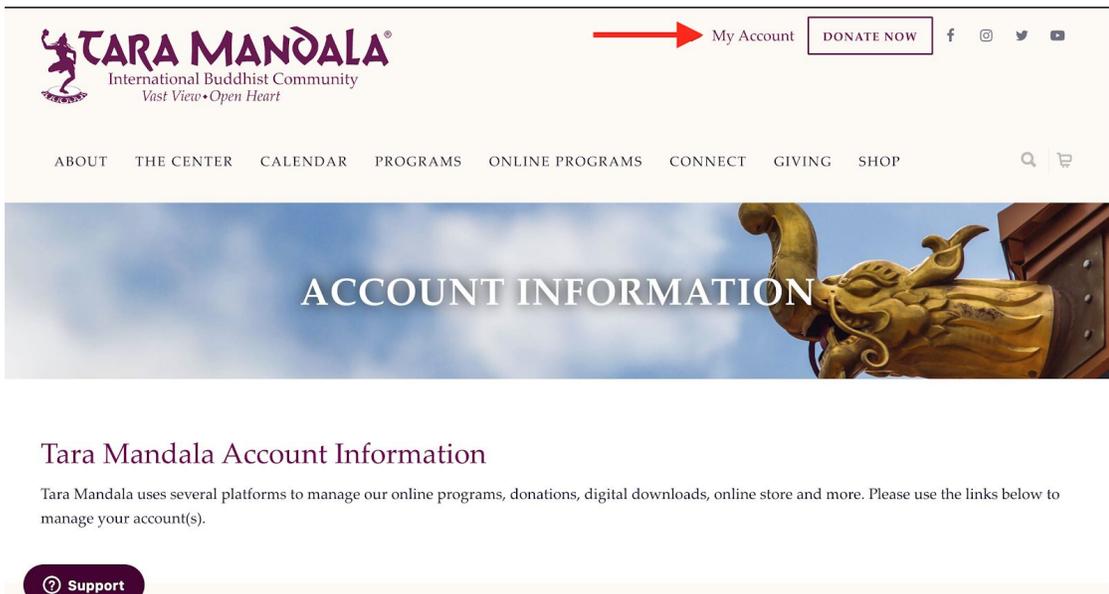


Manual for the Tara Mandala Online Programs Account

How to access your Online Programs Account

Several days before the start of an online course we send out a welcome email. This email generally includes a link to your Online Programs Account.

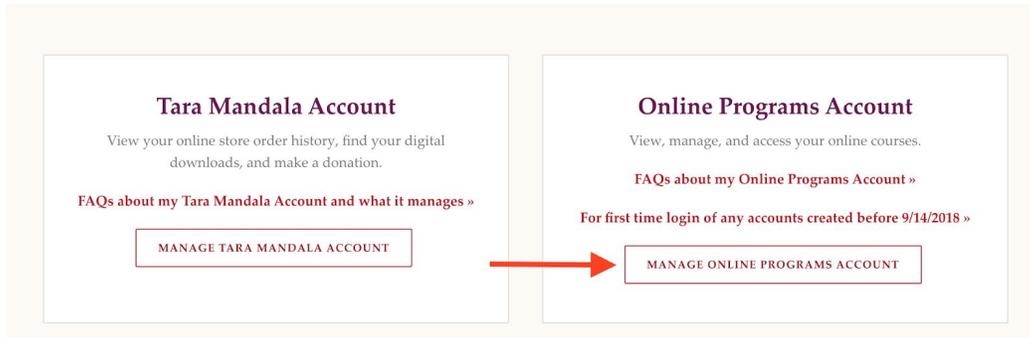
At any point, you can also go to taramandala.org and click on “My Account” on the top of the page.



On the next page click on the button on the right called “Manage Online Programs Account”

Tara Mandala Account Information

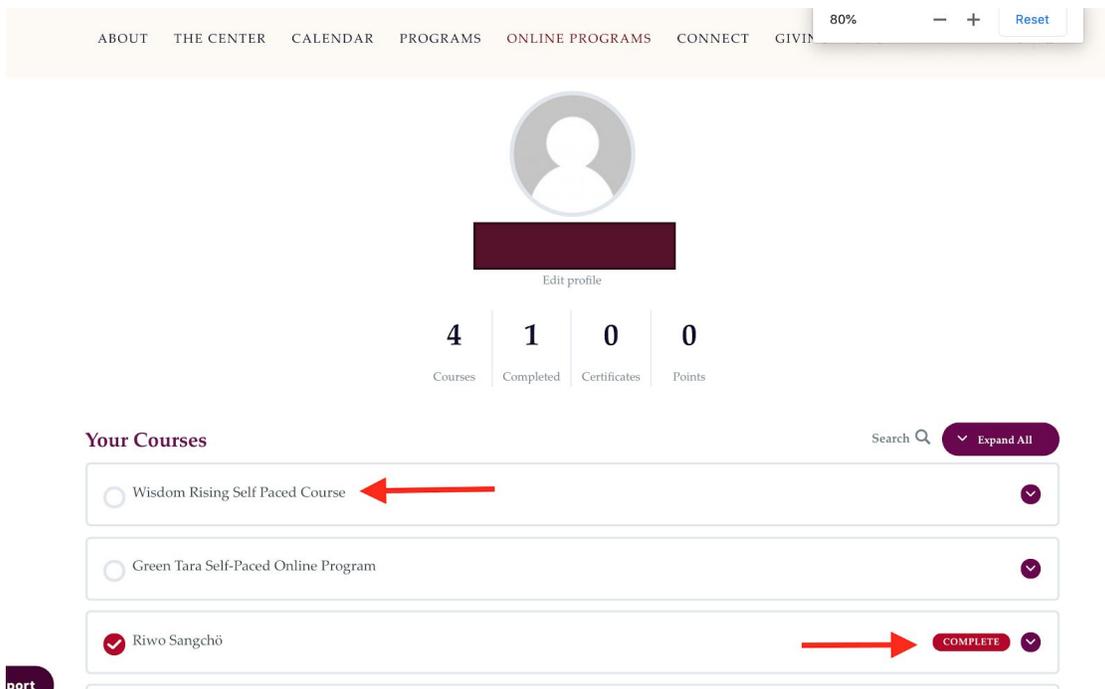
Tara Mandala uses several platforms to manage our online programs, donations, digital downloads, online store and more. Please use the links below to manage your account(s).



My Account page (taramandala.org/my-account)

Your Online Programs Account lists all online courses that you have purchased with Tara Mandala.

On this page you can also see if you are all caught up on all your current online courses (see second arrow where it is marked 'complete').

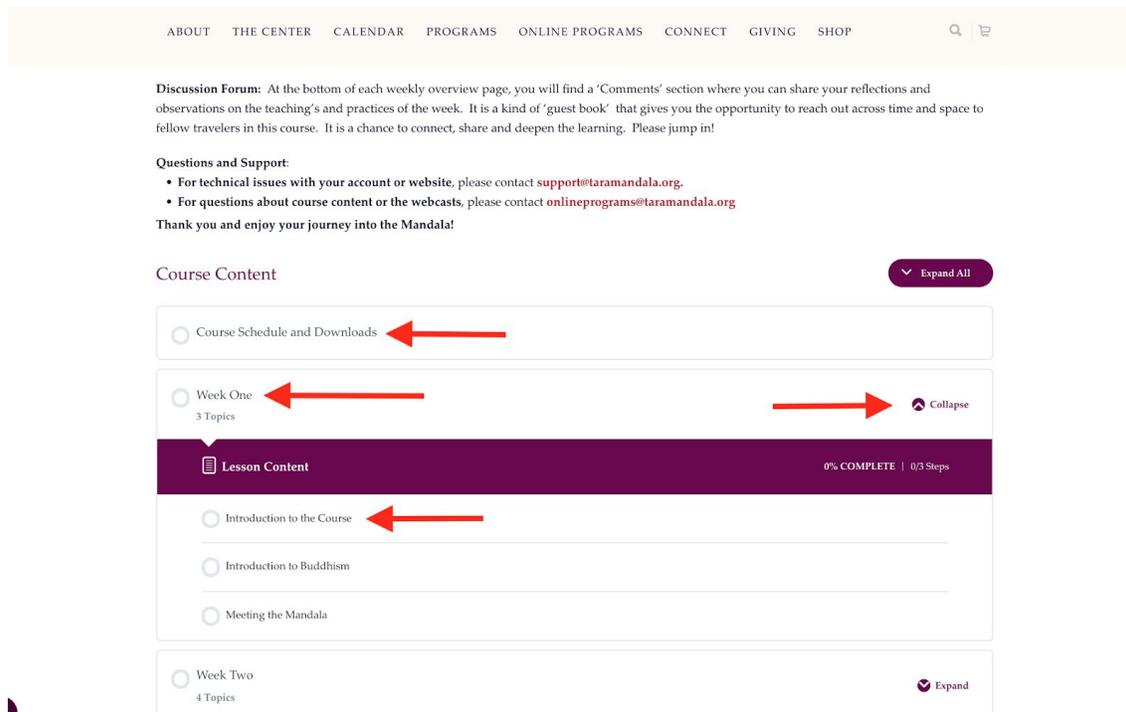


To access a course click on the title of the online course, which will light up in purple once you hover over it.

Main course page

Clicking on the title of the course on your account page will bring you to the main course page. On this page we generally include an overview of the course contents, a detailed schedule, information on the webcasts, their dates and how to join them. Please read all of it carefully, as most - if not all - of the information you need is here.

At the bottom of the page you find a navigation panel, labelled 'Course Content,' which lists the weeks and individual modules for your course. If you click 'Expand/Collapse' on any week, it will show you the different modules. Clicking any week or module here allows you to jump to any section of the course with one click.



Courses are structured in Weeks (referred to as "Lessons" by the platform) and modules (called "Topics")

Weekly overview page

Each week has its own overview page with a brief description of the week's contents, relevant course materials, webcast information (or recordings) and weekly discussion

questions. At the bottom of the page you will find a list of that week's modules under 'Lesson Content.'

NOTE: You must go through them in order, marking each one 'complete' as you go, or you will not be able to proceed (see point 7).

Week One

Wisdom Rising Self Paced Course > Week One IN PROGRESS

Welcome to Week 1 of the Wisdom Rising online course!

WEEK 1 - INTRODUCTION

OVERVIEW

This week, Lama Tsultrim gives us a personal context for the work of the 5 Dakini Mandala Practice. She takes us along as her own journey of discovery with the mandala and then moves to the life of the Buddha to explore the presence of the sacred feminine within Buddhism. Next, she examines the rise of tantra and the mandala in the years after the Buddha's passing. Finally, she expands into Eastern and Western perspectives on, and uses of, the mandala.

LESSON

- Module 1. Introduction to the Course (~40 min)
- Module 2. Introduction to Buddhism (~55 min)
- Module 3. Meeting the Mandala (~50 min)

DOWNLOADS

- 5 Dakini Diagram - Basic

ASSIGNMENTS

- Watch Video Modules 1-3
- Look at the 5 Wisdom Dakini Diagram



Dakini Mandala Card by Michele Tanaka

DISCUSSION FORUM

Please share your intention for being a participant in the course and also any initial insights that you have in watching the first videos.

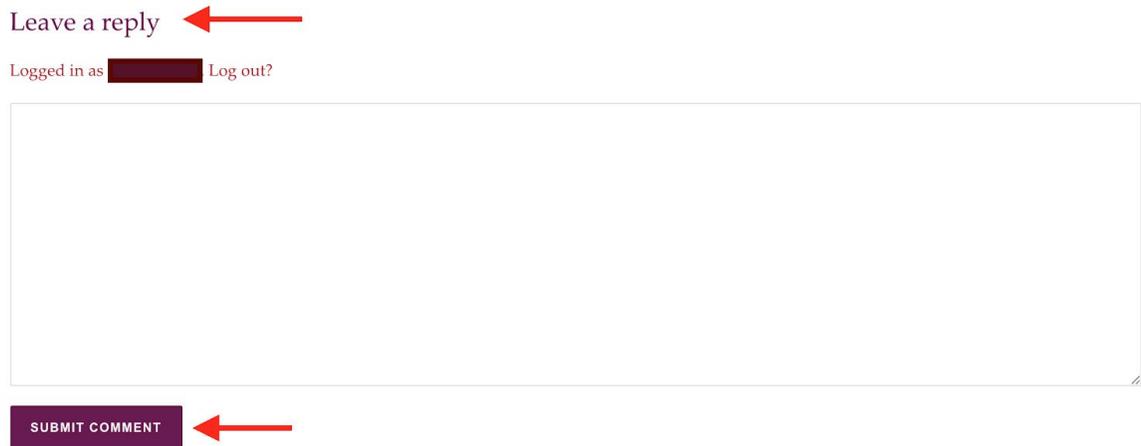
Lesson Content 0% COMPLETE | 0/3 Steps

- Introduction to the Course
- Introduction to Buddhism
- Meeting the Mandala

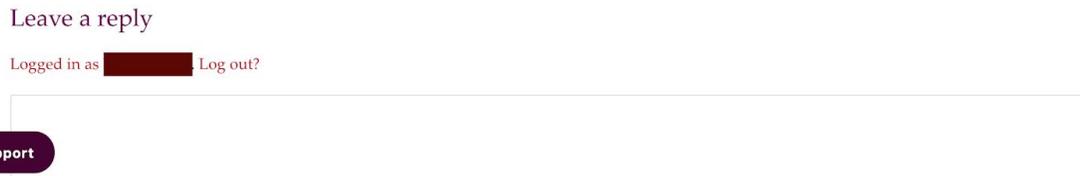
Discussion Forum

Some of our programs offer the option to share your reflections, respond to specific questions and connect with fellow participants in a discussion forum at the bottom of the weekly overview pages.

To post a comment write your thoughts under "Leave a reply" at the very bottom of the page and hit "Submit Comment". Please note that we read and control all comments and your comment might thus not appear immediately.



You can also reply to individual comments by clicking on the “Reply” button next to the name of the person who posted that comment.



How to navigate through the content

On the weekly overview page click on the first module (or Topic) of that week.

Once you have finished watching a video/module, you must click the ‘Mark Complete’ button at the bottom of the page, in order to proceed to the next module.

At the bottom of the video you can also navigate to the previous content. This will either be the “Previous Lesson”, i.e. the last weekly overview page, or ‘Previous Topic’, i.e. the

previous module. The button in the center 'Back to Lesson' will take you back to the weekly overview page.

The screenshot shows a video player interface. At the top, the breadcrumb path is 'Wisdom Rising Self Paced Course > Week One > Introduction to the Course'. To the right, there is a purple 'IN PROGRESS' button and a progress bar labeled 'LESSON PROGRESS' showing '0% COMPLETE'. Below this, a paragraph of text describes the session with Lama Tsultrim. A video player is embedded, showing a statue in a field with a 39:09 timer. At the bottom, three buttons are visible: 'Previous Lesson' (with a left arrow), 'Back to Lesson' (with a right arrow), and 'Mark Complete' (with a checkmark). Red arrows point to each of these buttons.

If you are on a weekly overview page these three buttons at the bottom will look like this. 'Previous Lesson' takes you back to the last week, 'Next Lesson' to the next week's overview page and 'Back to Course' takes you back to the Main Course Page.

The screenshot shows a weekly overview page. It features a list of three lessons, each with a red checkmark icon: 'Introduction to the Course', 'Introduction to Buddhism', and 'Meeting the Mandala'. At the bottom, there is a navigation bar with three buttons: 'Previous Lesson' (with a left arrow), 'Back to Course', and 'Next Lesson' (with a right arrow). A red rectangular box highlights the bottom navigation bar.

Course Survey

The last section in your course is a 3 question survey. Please support our growth by taking the time to answer this very brief survey. It provides us valuable feedback about what is working and what could be better. We read each and every one!

FAQs

Why are my comments not showing up?

We approve all comments in the discussion forum. This might cause a delay of up to 24 hours before your post appears on the page.

Can I add a photo to my profile?

Go to your profile (image upper right corner) select "edit my profile", scroll to bottom of the options to add a profile picture. This will take you to a third party site, please read all information carefully as the image you choose will possibly now appear on other sites to which you are connected.

Why do some people have photos on their profiles?

Our website is based on Wordpress. If you have a wordpress account with the same email as your Tara Mandala Online Programs Account your profile photo from wordpress will be shown at the Tara Mandala page.

I can't progress in my course. What do I need to do?

After watching each lesson's videos you need to mark this lesson as 'Complete' in order to progress to the next course.

Where do I find the downloads of 'premium' package materials?

Some of our classes have a 'Premium' option which allows you to download all class materials, including videos. To download your premium purchase, you must first login to your Online Programs Account. Once you are logged-in to your account, scroll down to the bottom of the page and click on the *Downloads* tab. Then, when you see your available downloads, click on the **grey tile** of the desired file in the "Download" column. This is important, as clicking the red, hyperlinked, text will take you to the store product. [Visit this page](#) for instructions on how to extract your zip file.

How do I download pdfs from the website?

Click the link and then right click on the pdf image and you should see a 'menu' of options pop up which includes 'download.'

I am not able to login, even though I have entered the correct name and password. For this or other tech related issues with our website, please contact support@taramandala.org.