



Welcome to Tutlo!

We are glad that you joined the group of our students and want to learn English with us. Here is a brief manual on how to use the platform.



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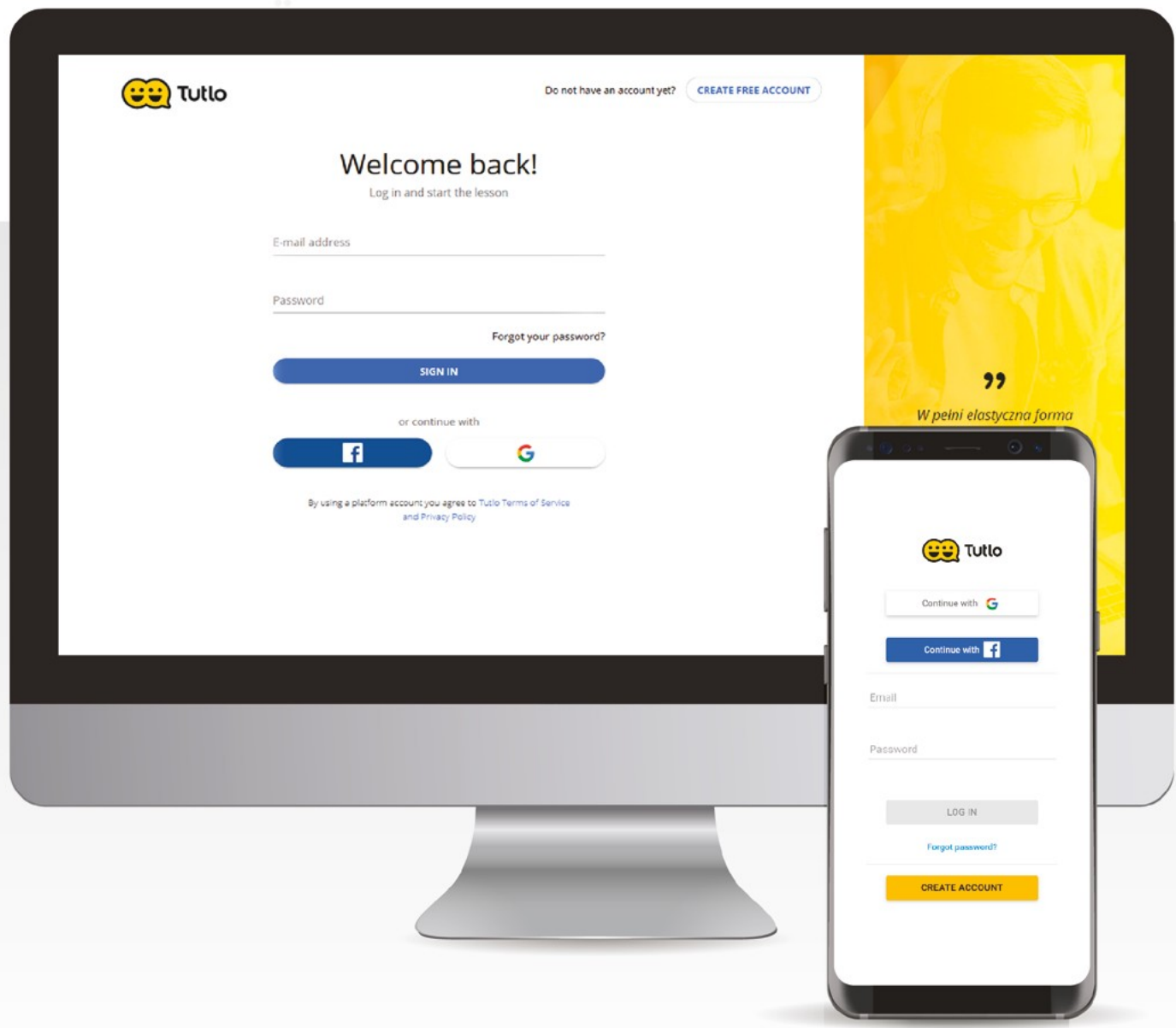
If you are interested in a specific module, click on the desired point in the table of contents. This will take you straight to this part.



Before you start

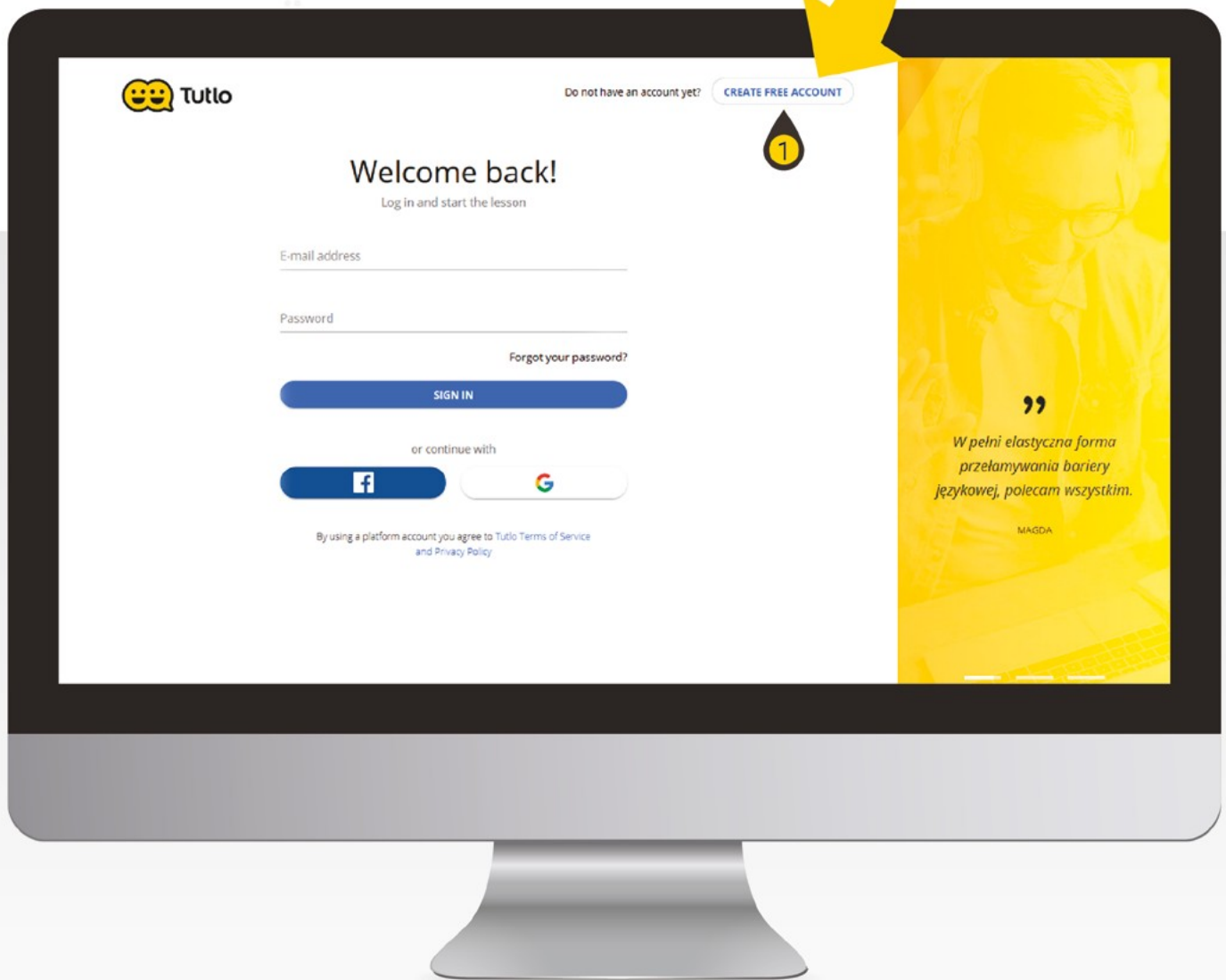


To talk with the teacher, you will need a **laptop, phone** or **tablet** with a **front camera**, or a **separate webcam**. For your comfort and high-quality lessons, get a **headset** as well. If you are going to use a computer, make sure you have **Google Chrome** or **Mozilla Firefox browsers**, in which our service works best. If you prefer to use your mobile device, download the **Tutlo application**.



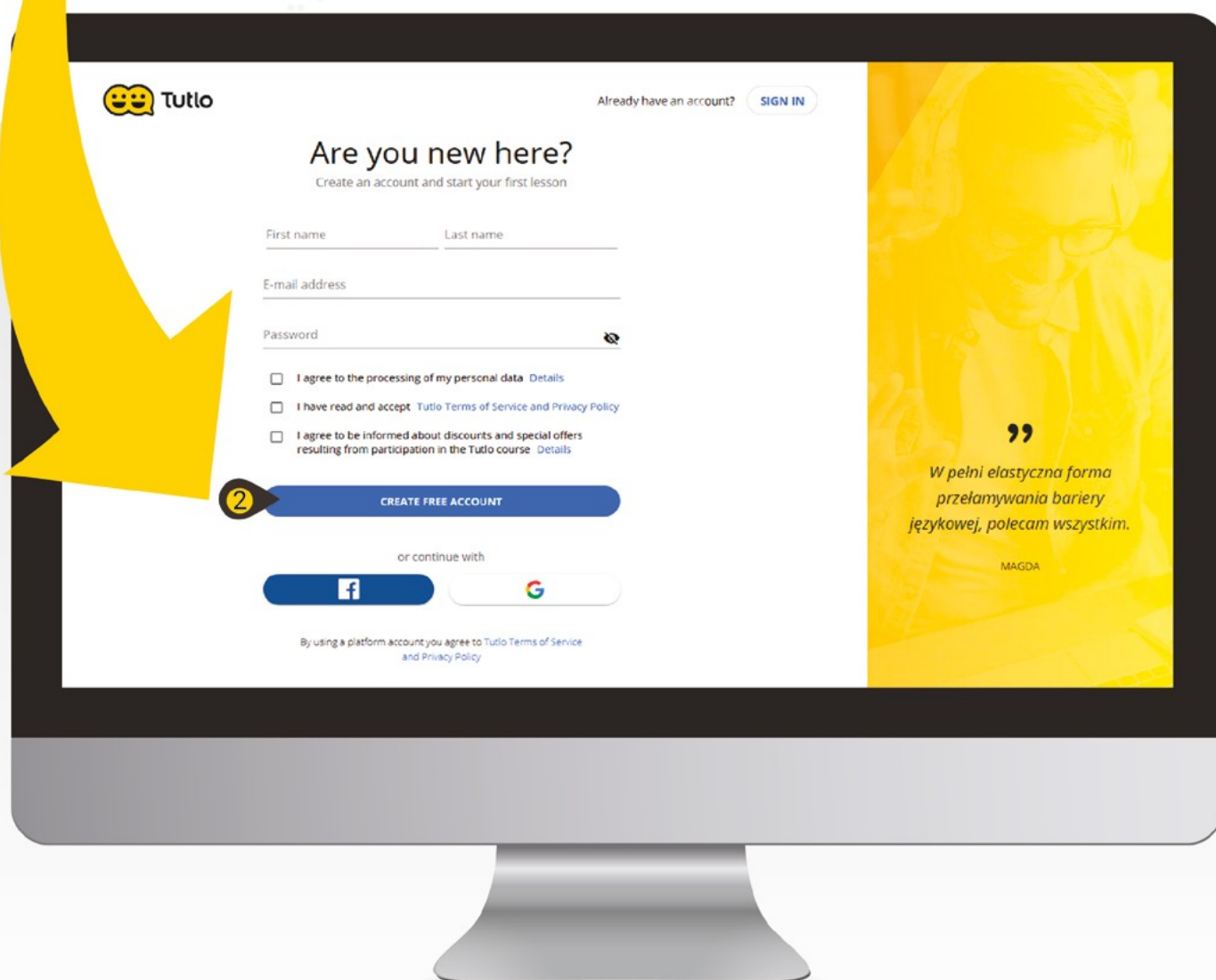
Step 1.


If you haven't created an account yet, it's time to do so now. Go to <https://web.tutlo.com/auth/login>, then select **1 OPEN A FREE ACCOUNT** in the upper right corner. If you already have an account - log in and start exploring the instructions from the module: **MOVING ON THE PLATFORM.**



Step 2.

Fill in the form with your data and the password of your choice. Mark the consent to the use of personal data to create an account and accept the regulations and click **2 OPEN A FREE ACCOUNT**. Then go to your email inbox and verify the e-mail address used during registration.



 Tutlo Already have an account? [SIGN IN](#)

Are you new here?

Create an account and start your first lesson

First name Last name

E-mail address

Password

I agree to the processing of my personal data [Details](#)

I have read and accept [Tutlo Terms of Service and Privacy Policy](#)

I agree to be informed about discounts and special offers resulting from participation in the Tutlo course [Details](#)

2 [CREATE FREE ACCOUNT](#)

or continue with

[f](#) [G](#)

By using a platform account you agree to [Tutlo Terms of Service and Privacy Policy](#)

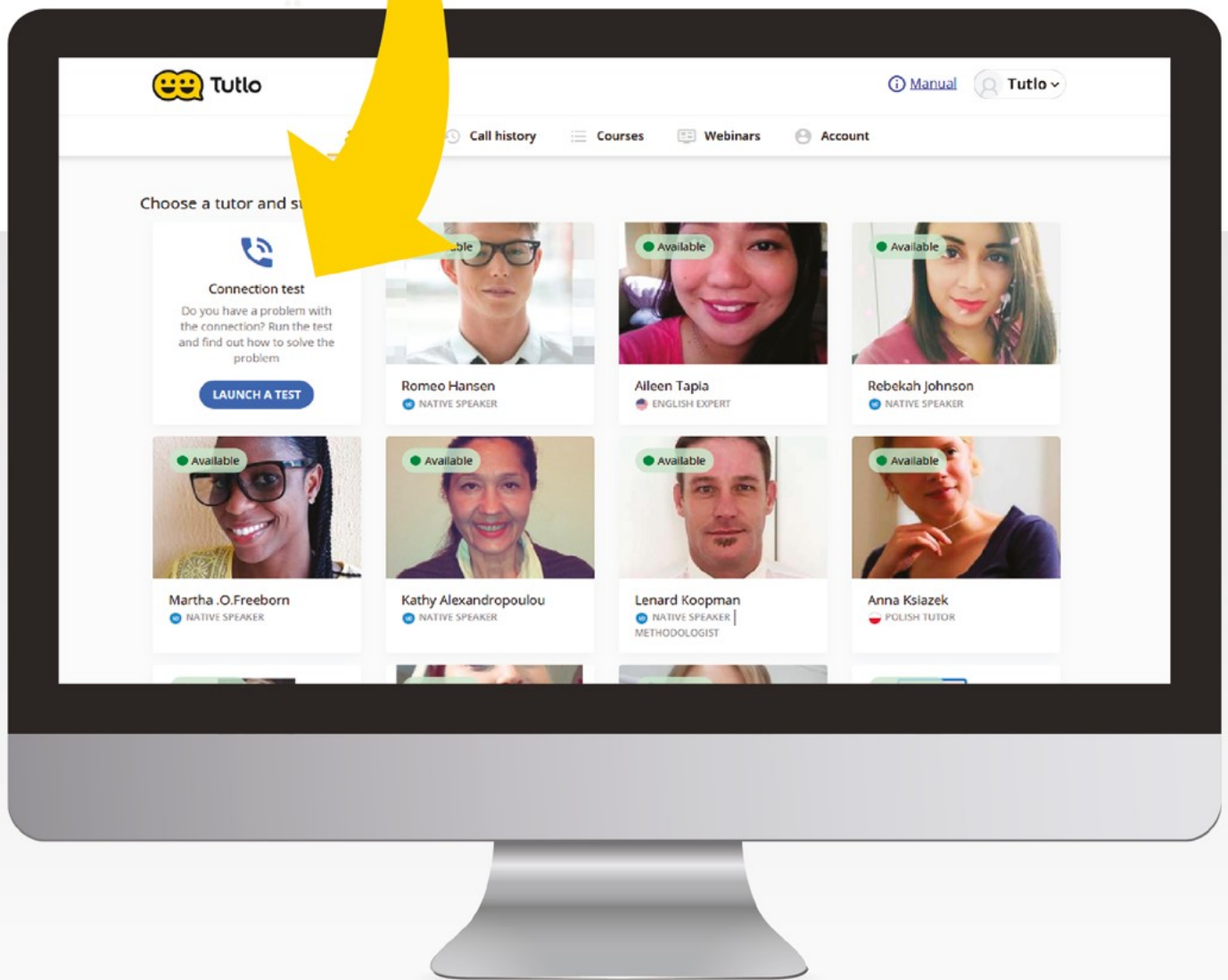
”

W pełni elastyczna forma przełamywania bariery językowej, polecam wszystkim.

MAGDA

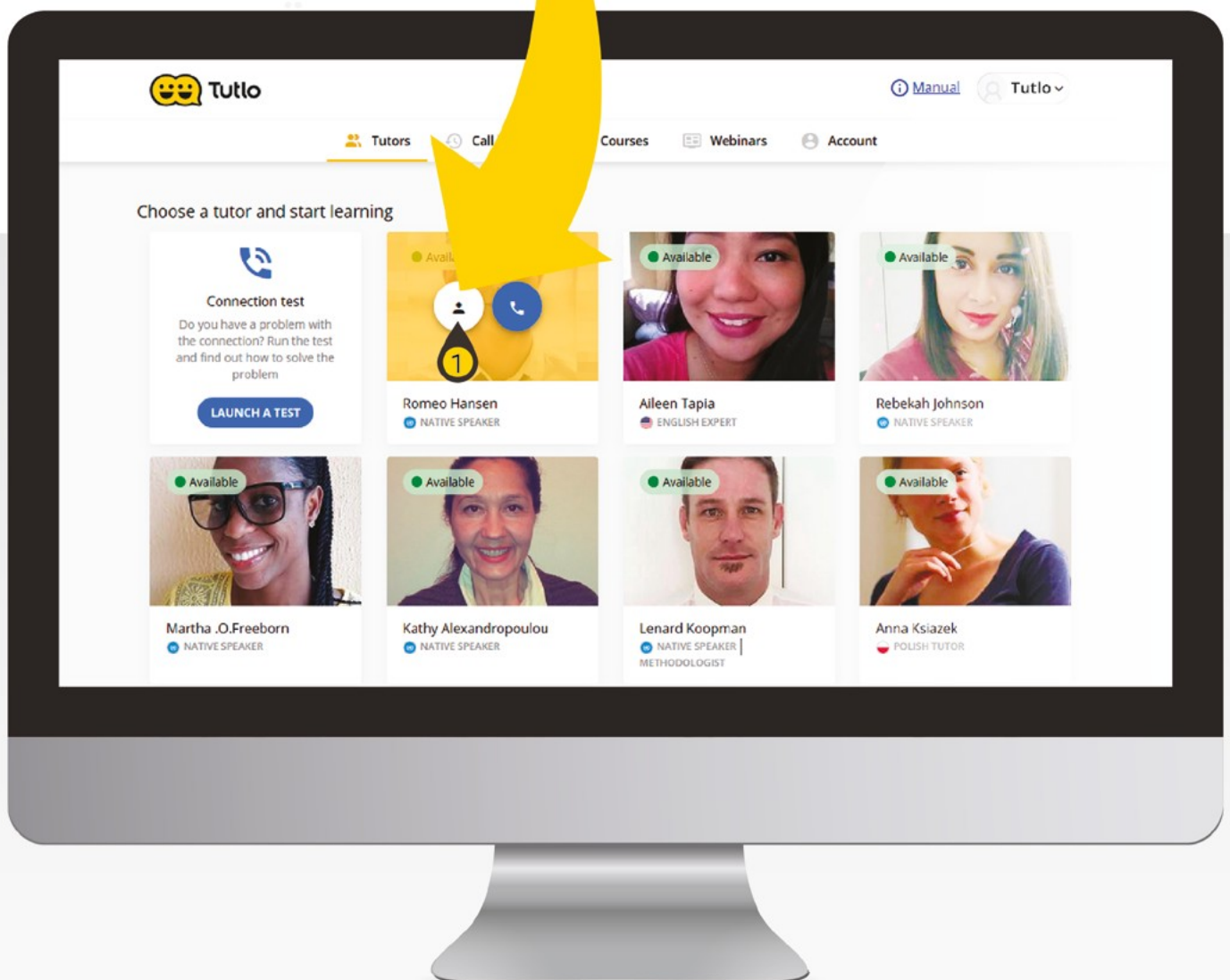
CONNECTION TEST

We recommend that you perform a connection test before calling a teacher for the first time. The test will assess the quality of the Internet connection as well as audio and video quality. This way you can avoid technical problems when calling a teacher.



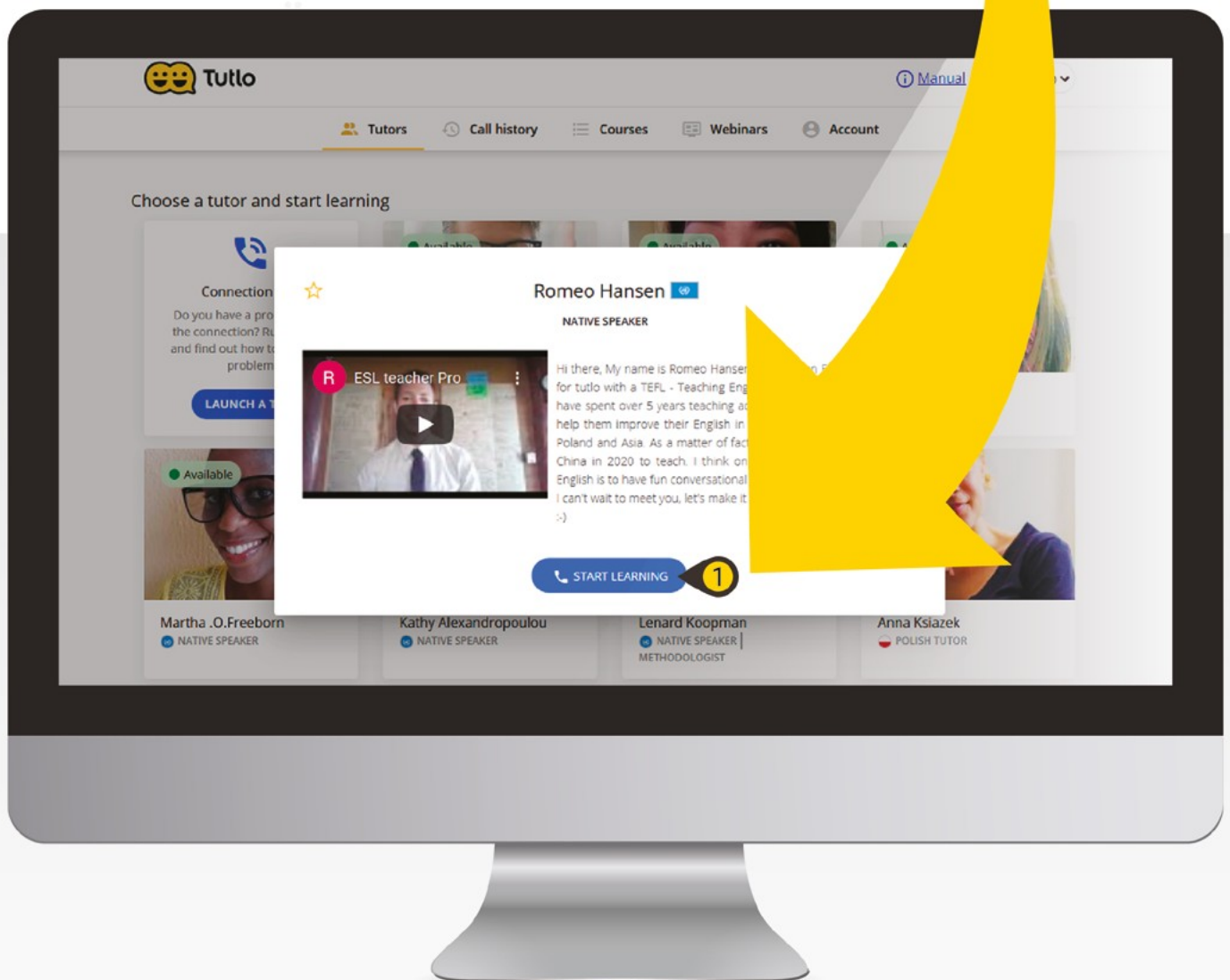
TEACHERS tab

After logging into the platform, you will see a list of available teachers. Before choosing a specific tutor, you can check their profile. Just that you hover over the teacher's photo and click the **1 AVATAR BUTTON**.



TEACHERS tab

If you are ready to talk, just press the ① **BLUE BUTTON** with the handset and call a teacher.



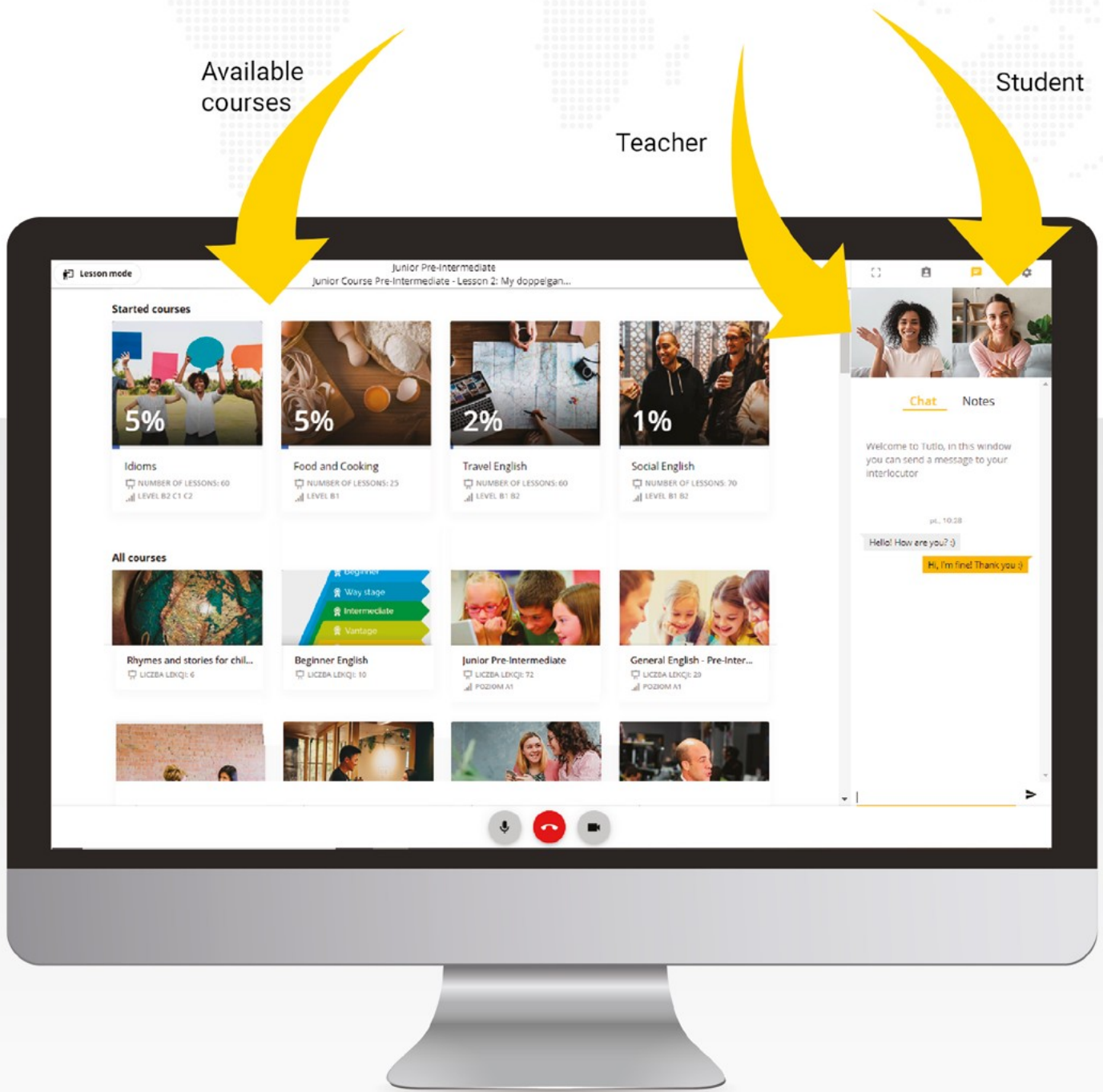
CONVERSATION WINDOW

After connecting with a teacher, you will see them exactly as shown below. The view will change when "Lesson Mode" is turned on.



CONVERSATION WINDOW

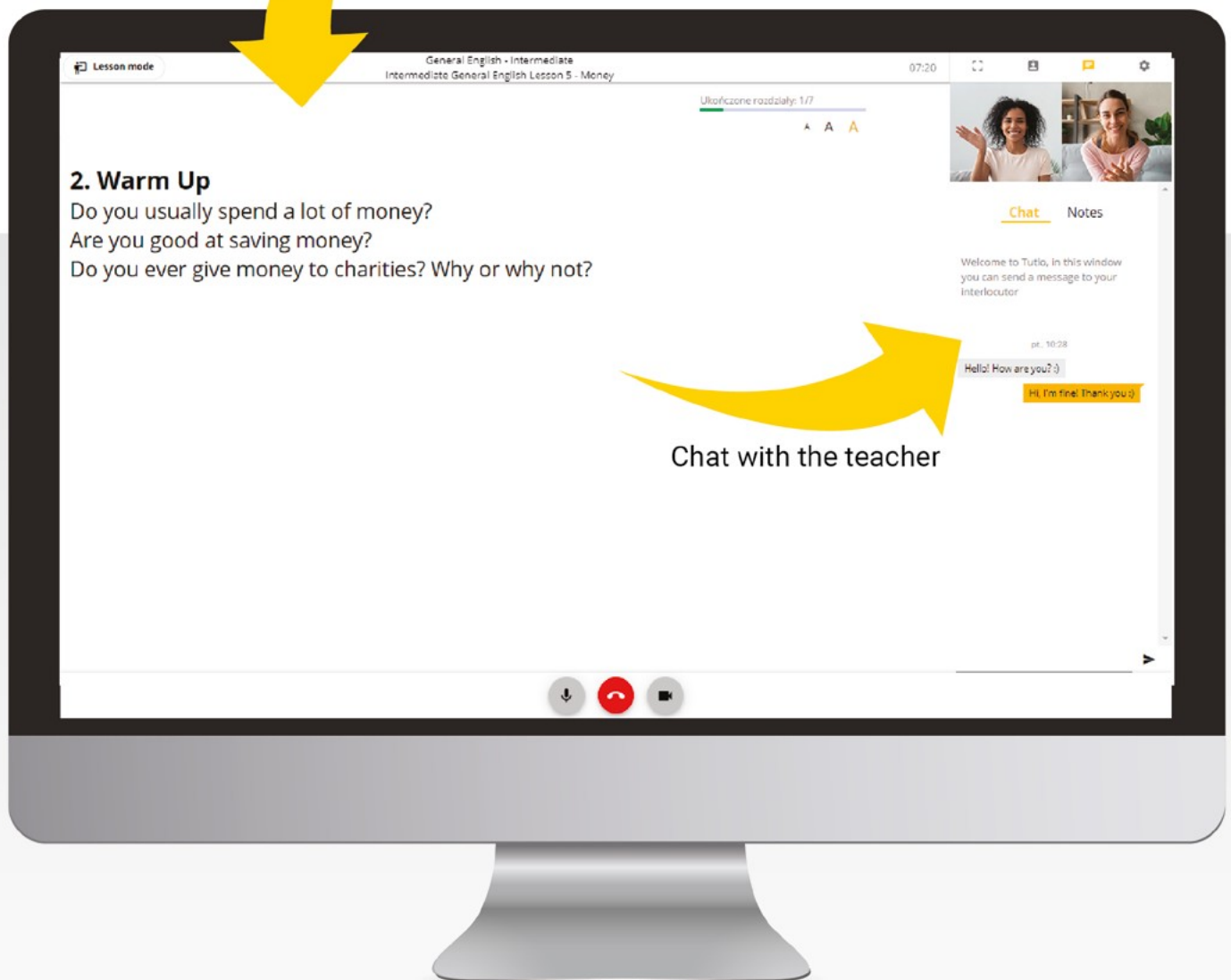
View of the teacher conversation window in the lesson mode.



CONVERSATION WINDOW

View of the teacher conversation window in the lesson mode.

Lesson materials

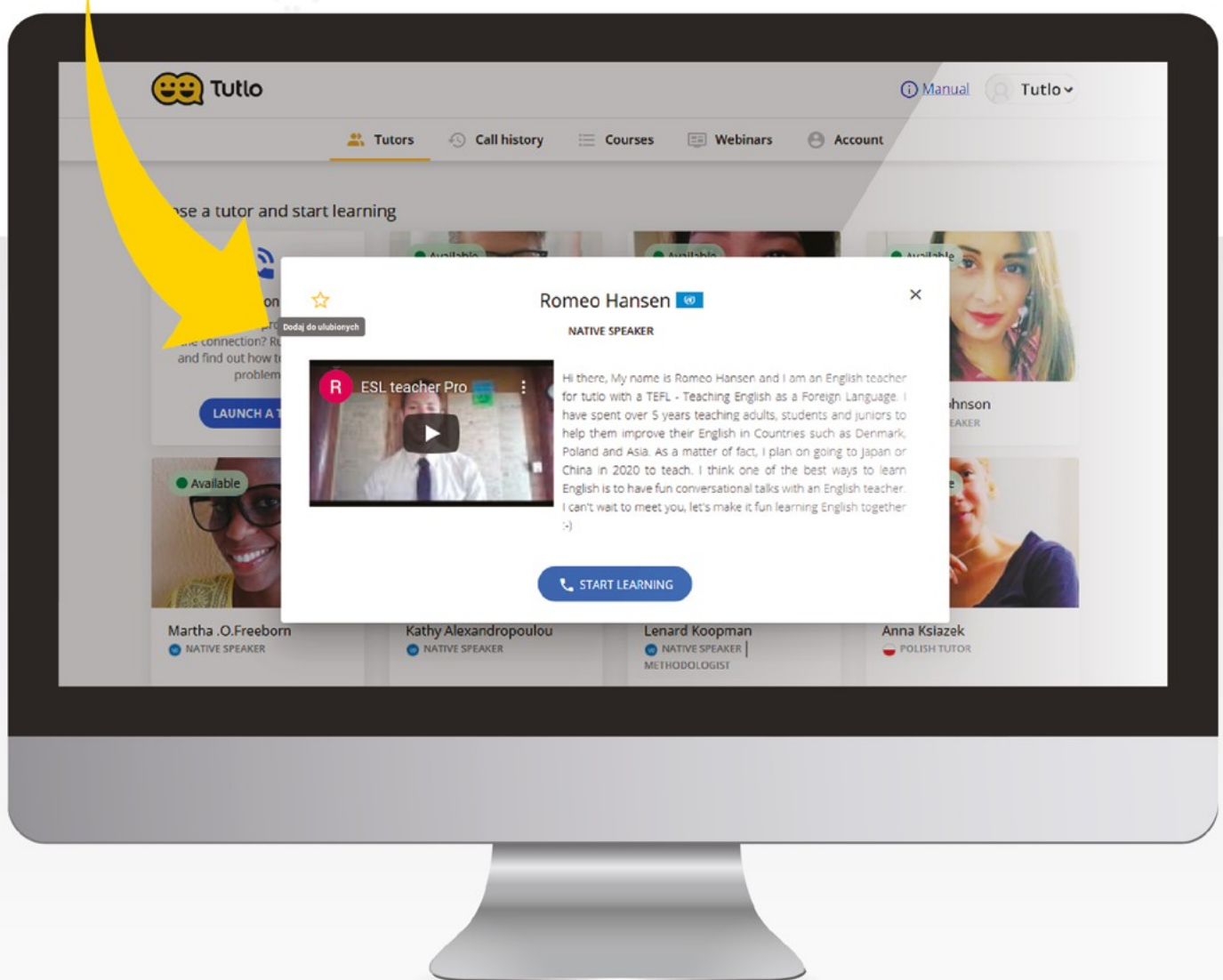


Chat with the teacher

ADDING TUTORS TO FAVOURITES

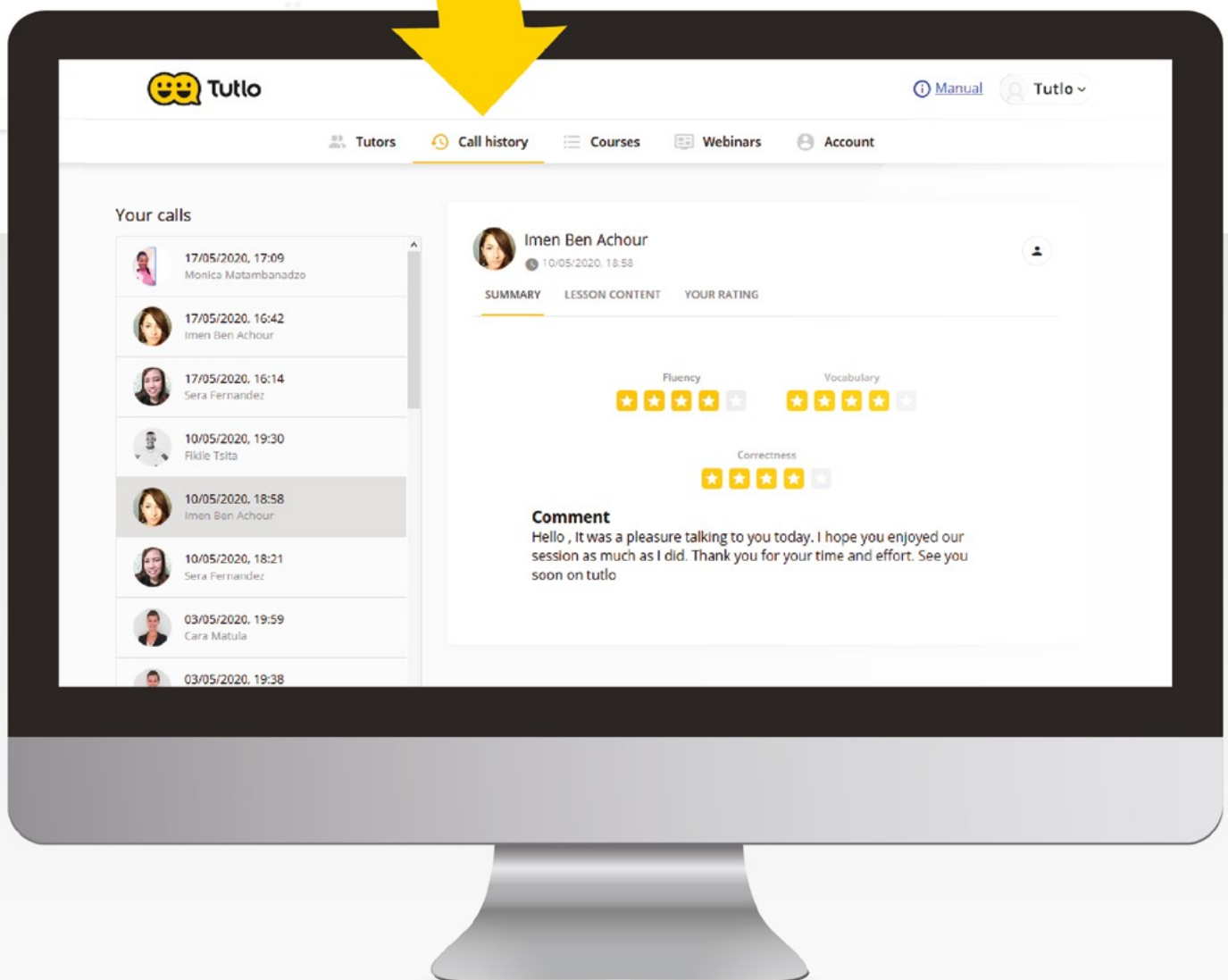
After talking to a teacher, you can decide whether to add them to your favorite tutors. There is an asterisk in the upper left corner of the tutor profile. When you hover the cursor over it, the "Add to favorites" prompt will be displayed. The teacher marked in this way will be displayed at the beginning of the list of available teachers or at the beginning of the list of unavailable teachers, depending on their current availability status. Clicking the mark again removes the tutor from favorites.

Marking your favorite tutors is possible both in the "Teachers" tab, as well as in the "Call History" tab.



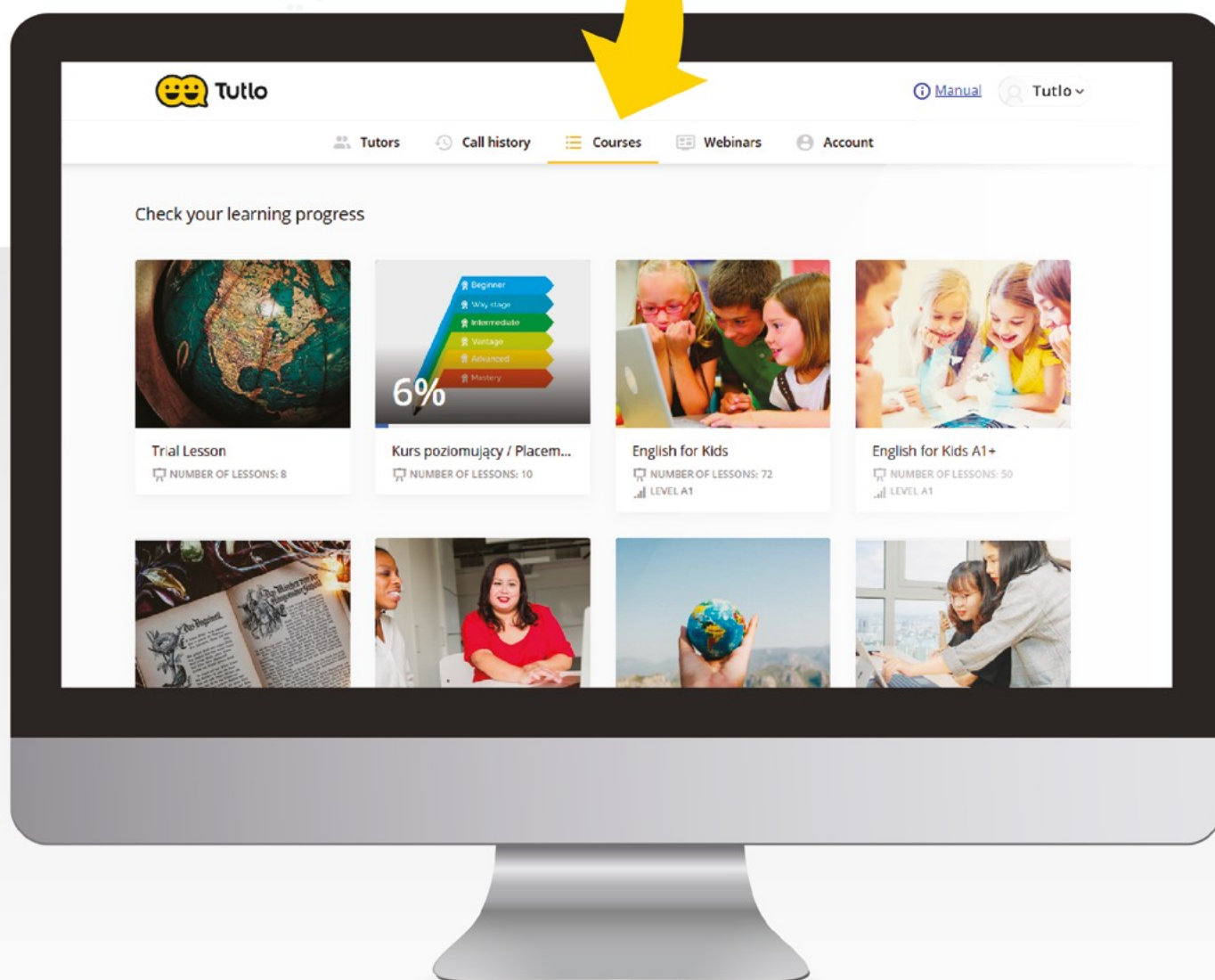
CALL HISTORY tab

In this tab you will find a list of your connections, as well as feedback from the teacher, information about the content of the lesson and your assessment of the teachers with whom you spoke.



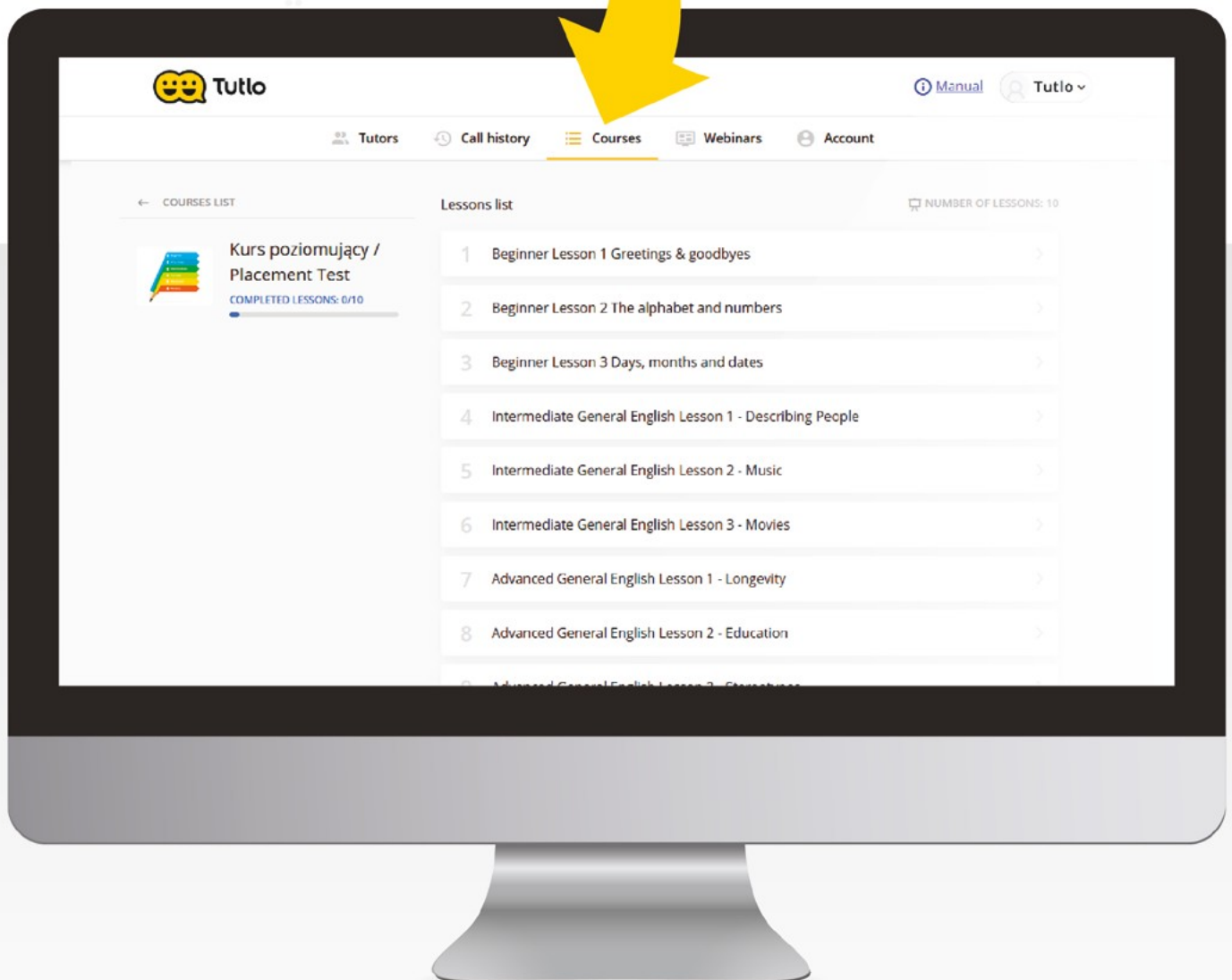
COURSES tab

Here you can find a complete list of Tutlo original courses. For each course, you will find information on how many lessons it consists of and to what level of language proficiency it is dedicated. If you are already studying in Tutlo, in this tab you can also see what stage of the course you are at.



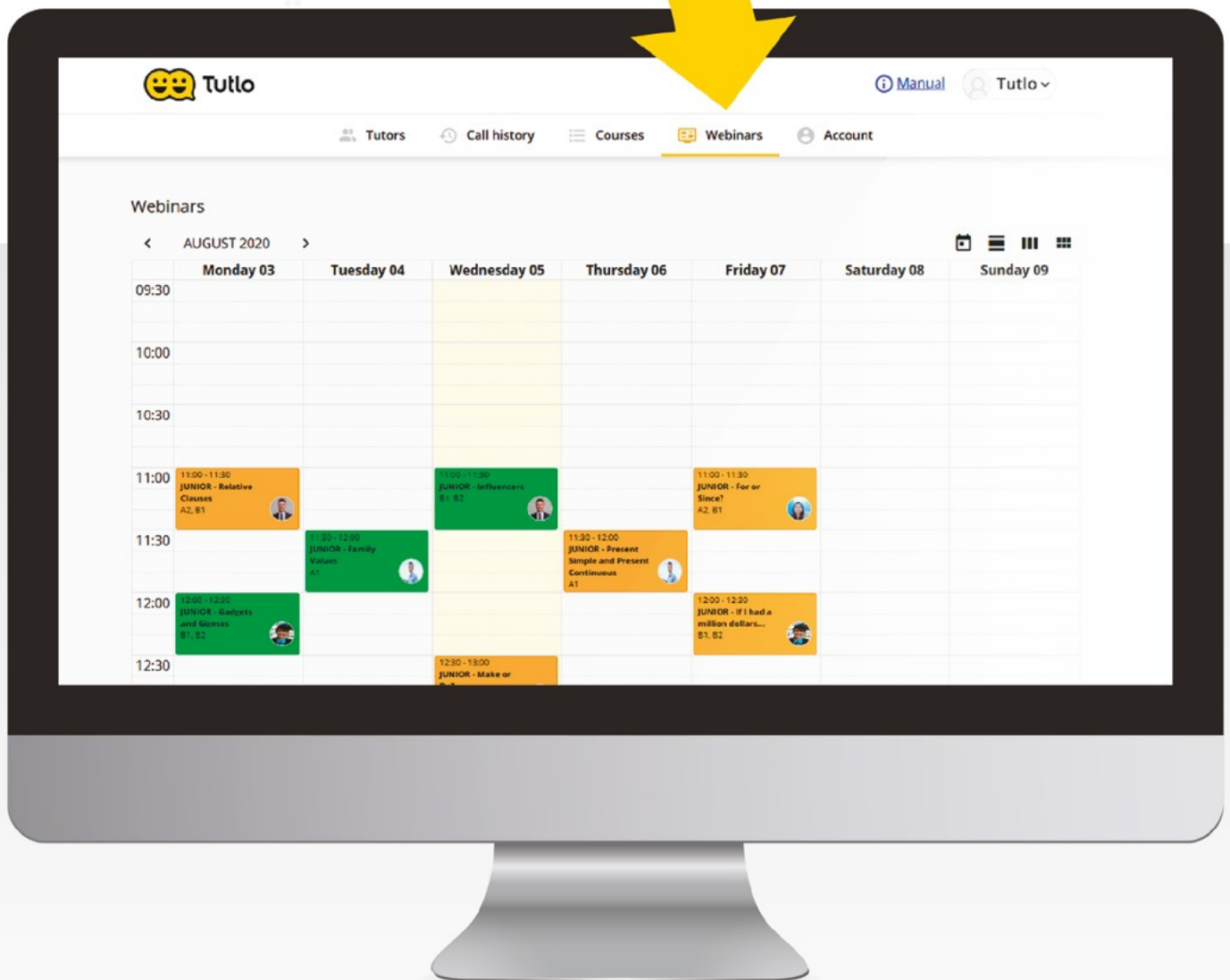
COURSES tab

After selecting a specific course, you can see how many lessons the course consists of and how many lessons in that course you have already taken.



WEBINARS tab

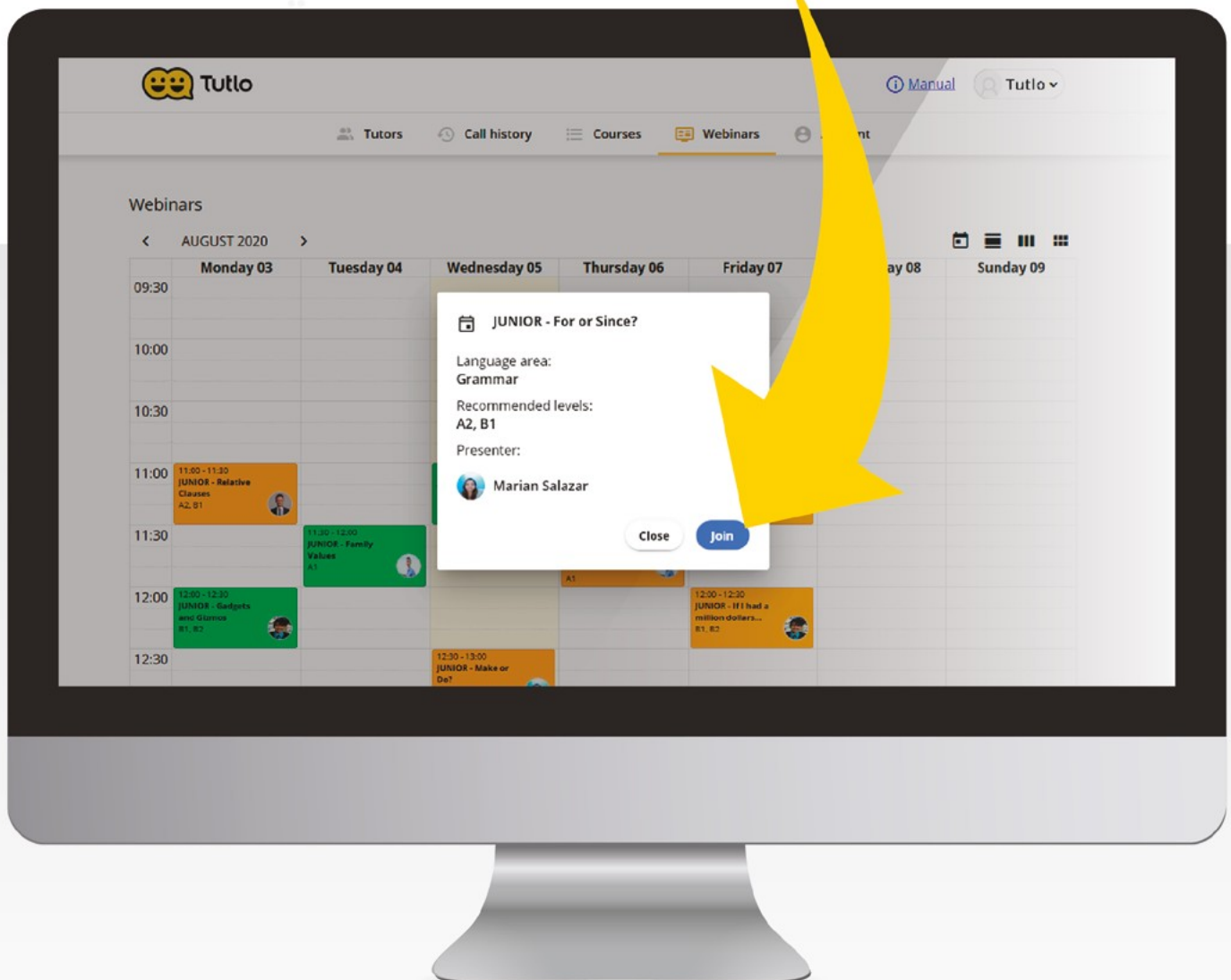
In the webinars tab you will find a calendar with webinars that you have access to as part of the course in Tutlo. Thanks to the calendar, you can easily check which webinars are taking place on a given day. For each of them, we included the topic of the classes, language level and the presenter.



HOW TO SIGN UP FOR THE WEBINAR?

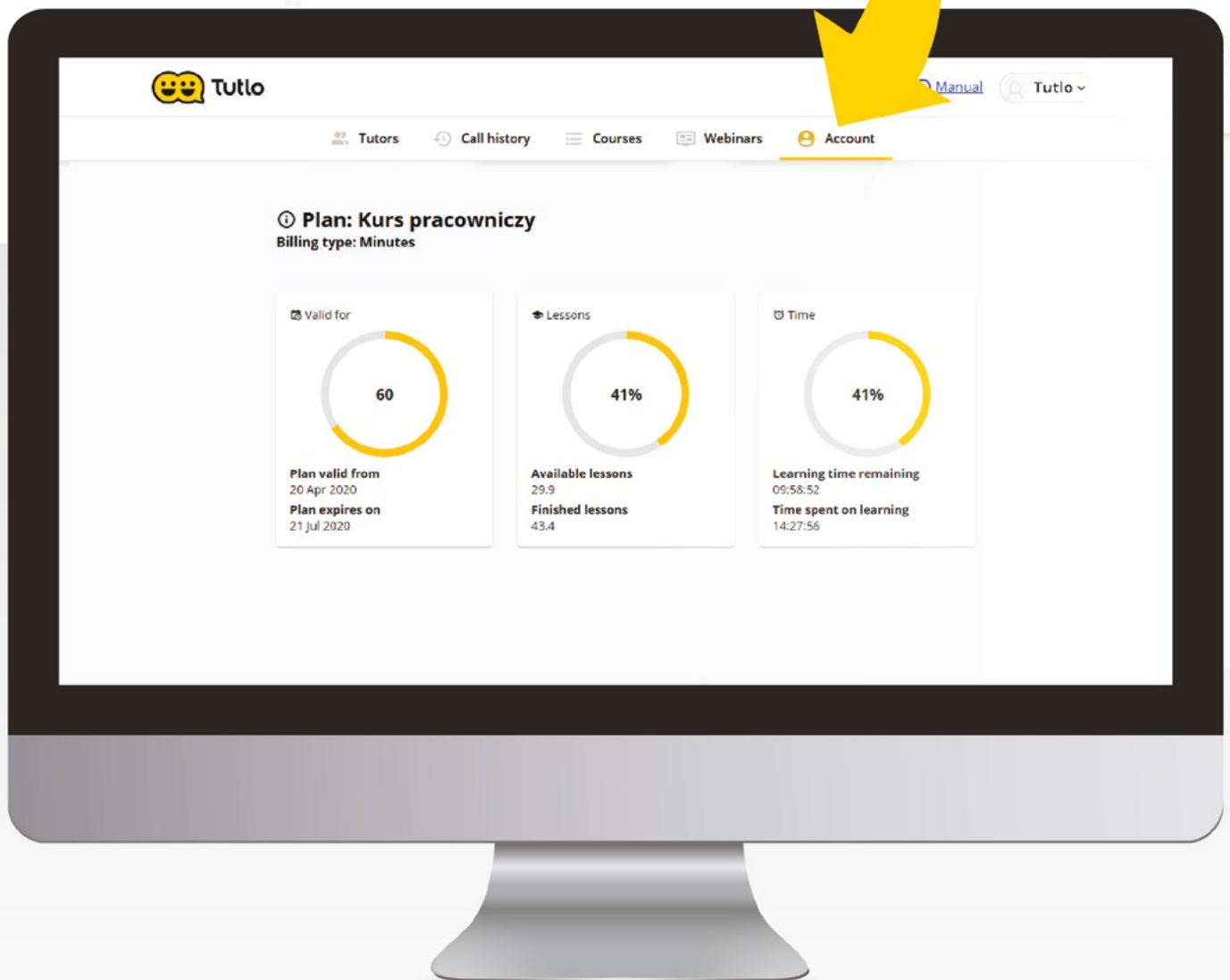
To participate in the webinar, select the one you would like to take part in and click the appropriate rectangle. After clicking "join" you will be asked to enter your details in the registration form. Thanks to this, you will have access to the webinar room where the classes are held. We will send a link to the transmission to your e-mail address. If for some reason you are not able to participate in the webinar, we will send you a link by e-mail with the video replay.

*Webinars are completely free and do not reduce the purchased package of minutes.



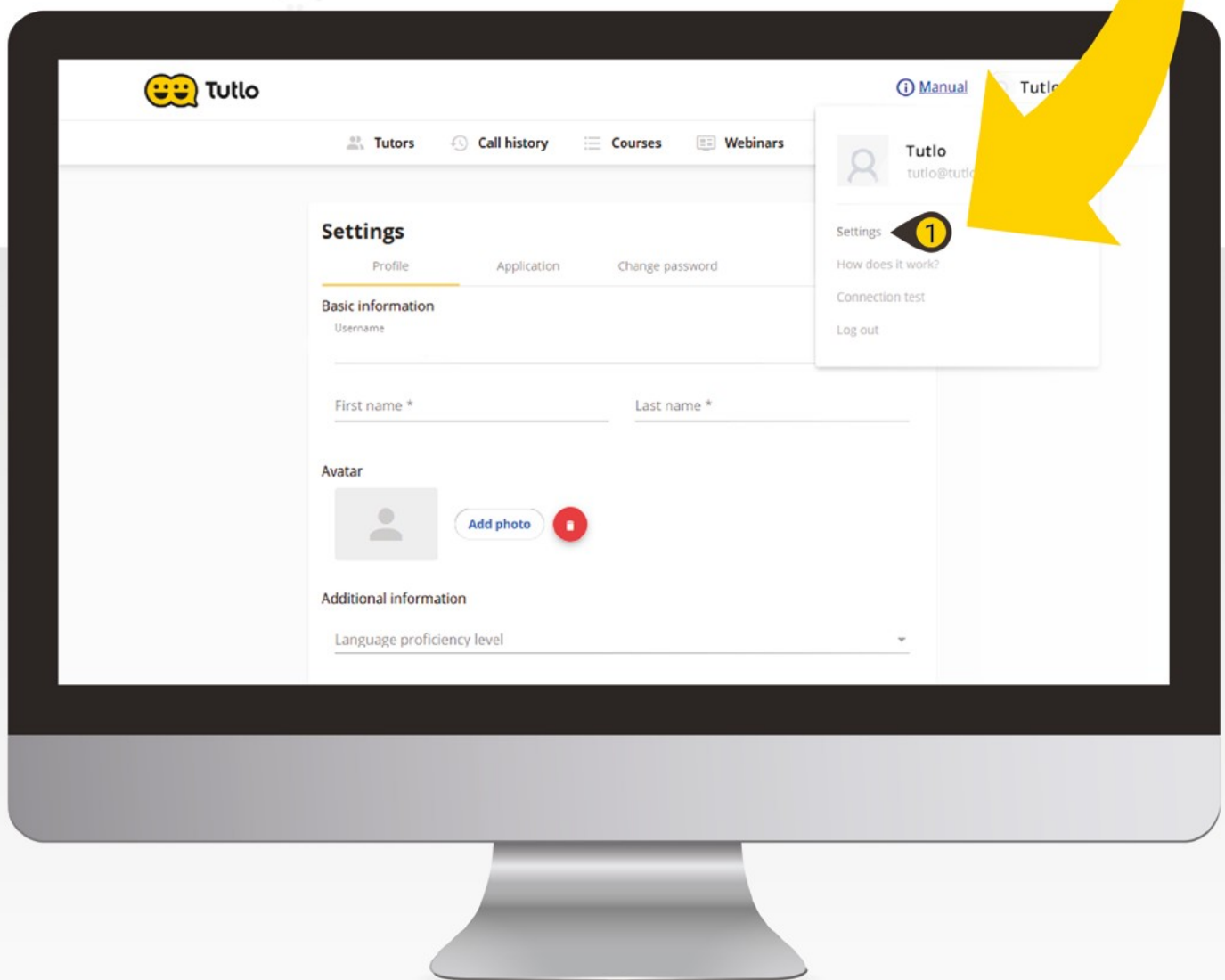
ACCOUNT tab

In this tab, you can check information about your study plan: the number of available and used lessons, the total time spent on learning and the validity period of the account.



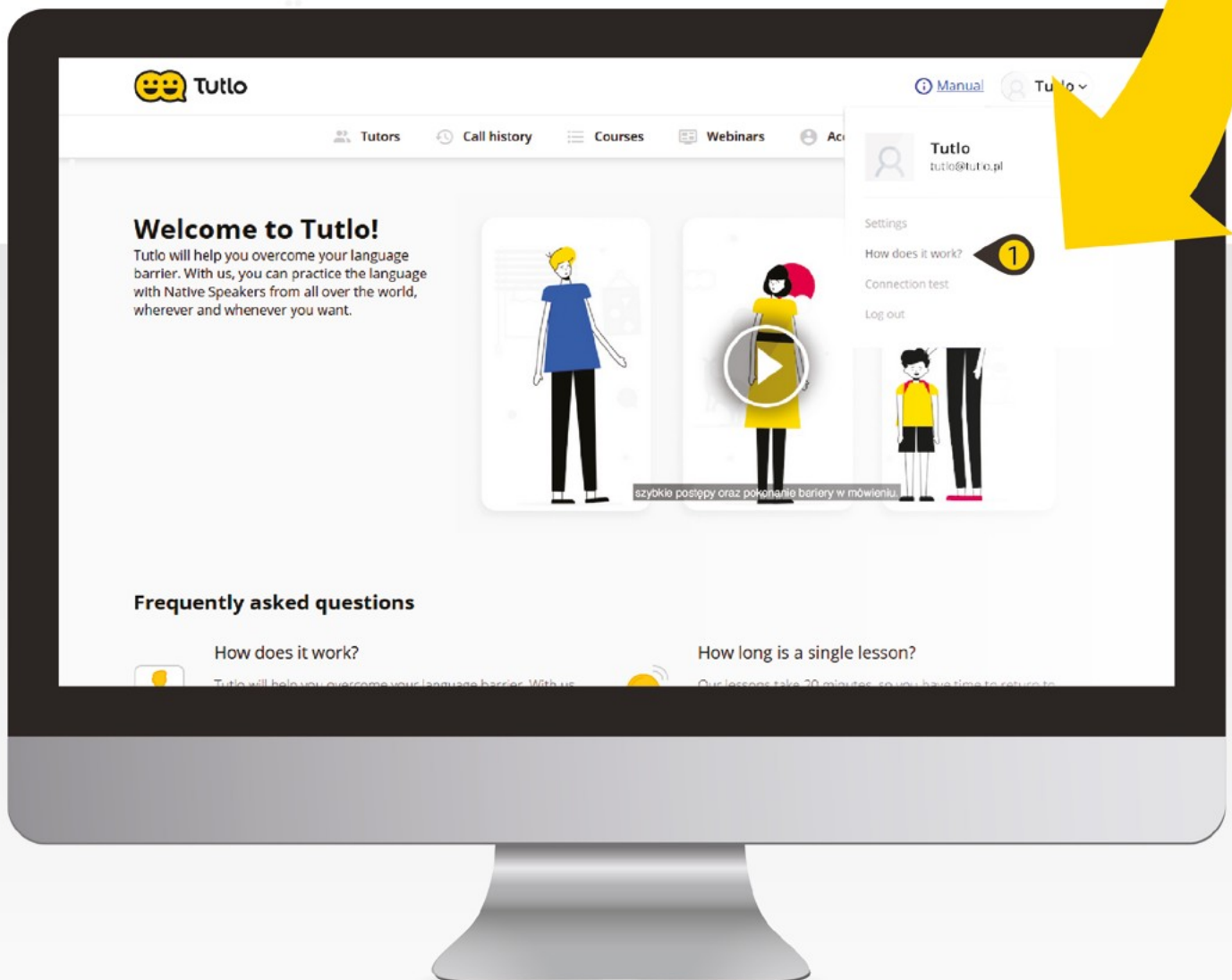
COMPLETING THE STUDENT'S PROFILE

Here you can fill in detailed information about your student profile, and also personalize your course even more - define the language level, learning objective or error correction method.



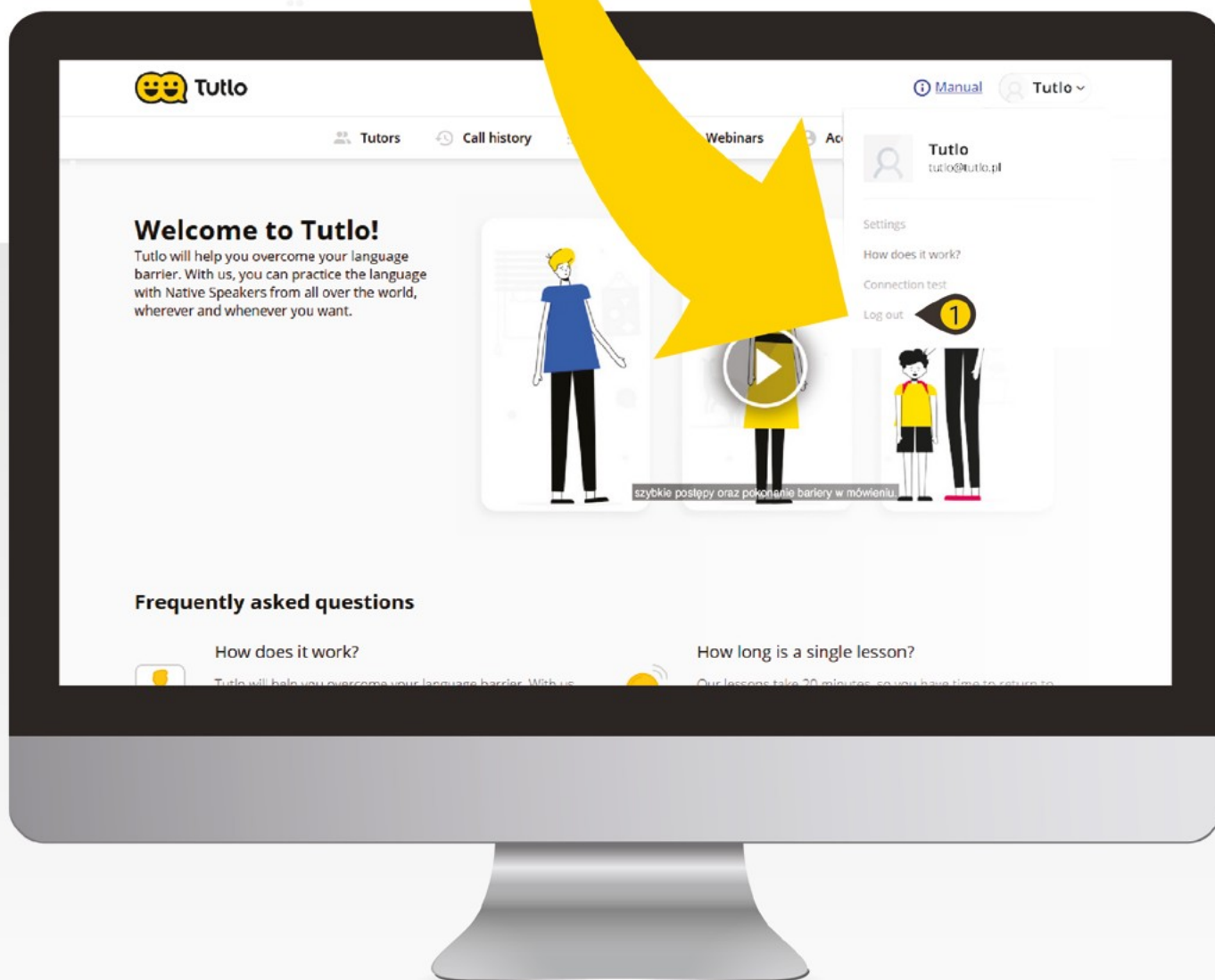
HOW DOES IT WORK tab

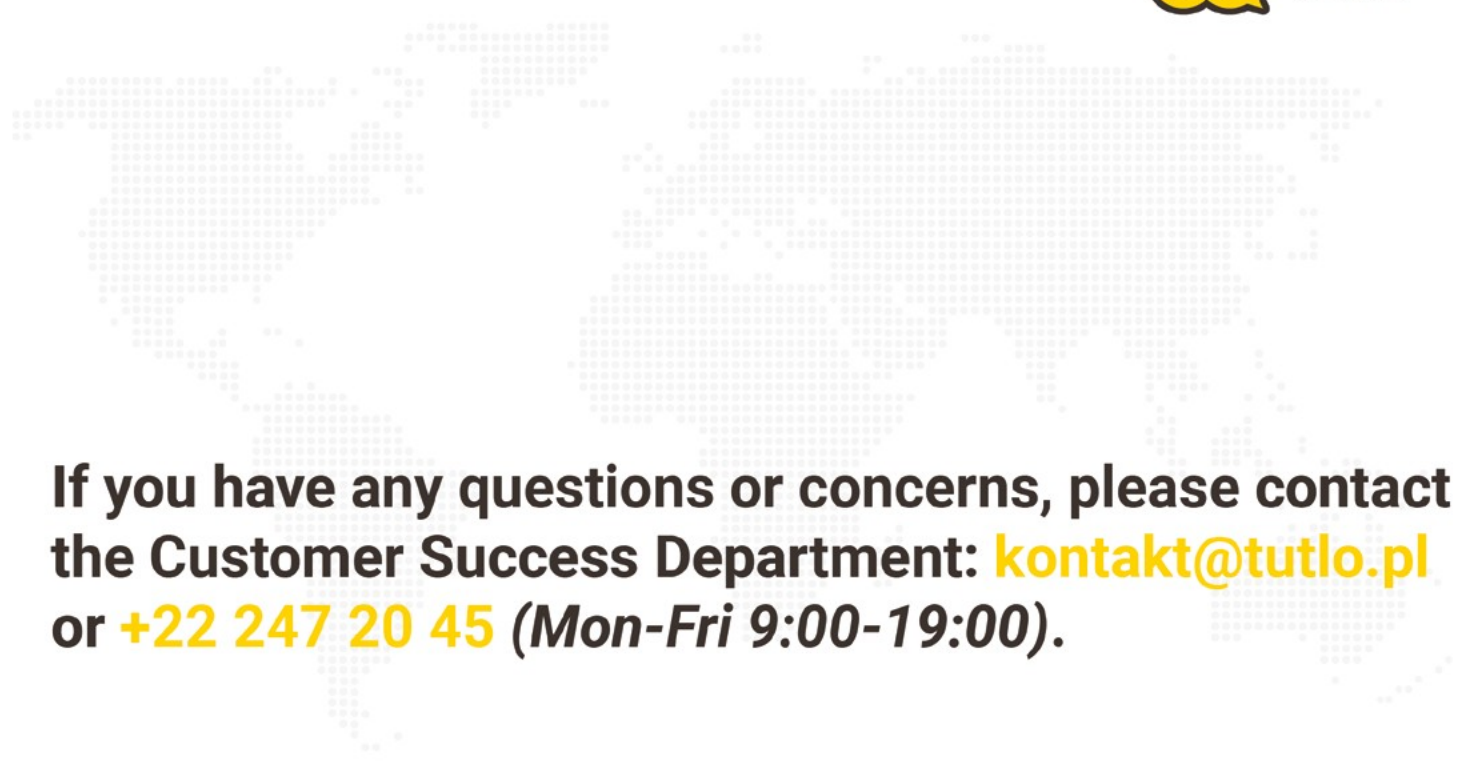
This tab lists the most frequently asked questions, as well as the answers to them.



LOGOUT

To log out of your account, press the **1 LOG OUT** button.





If you have any questions or concerns, please contact the Customer Success Department: kontakt@tutlo.pl or **+22 247 20 45** (Mon-Fri 9:00-19:00).

