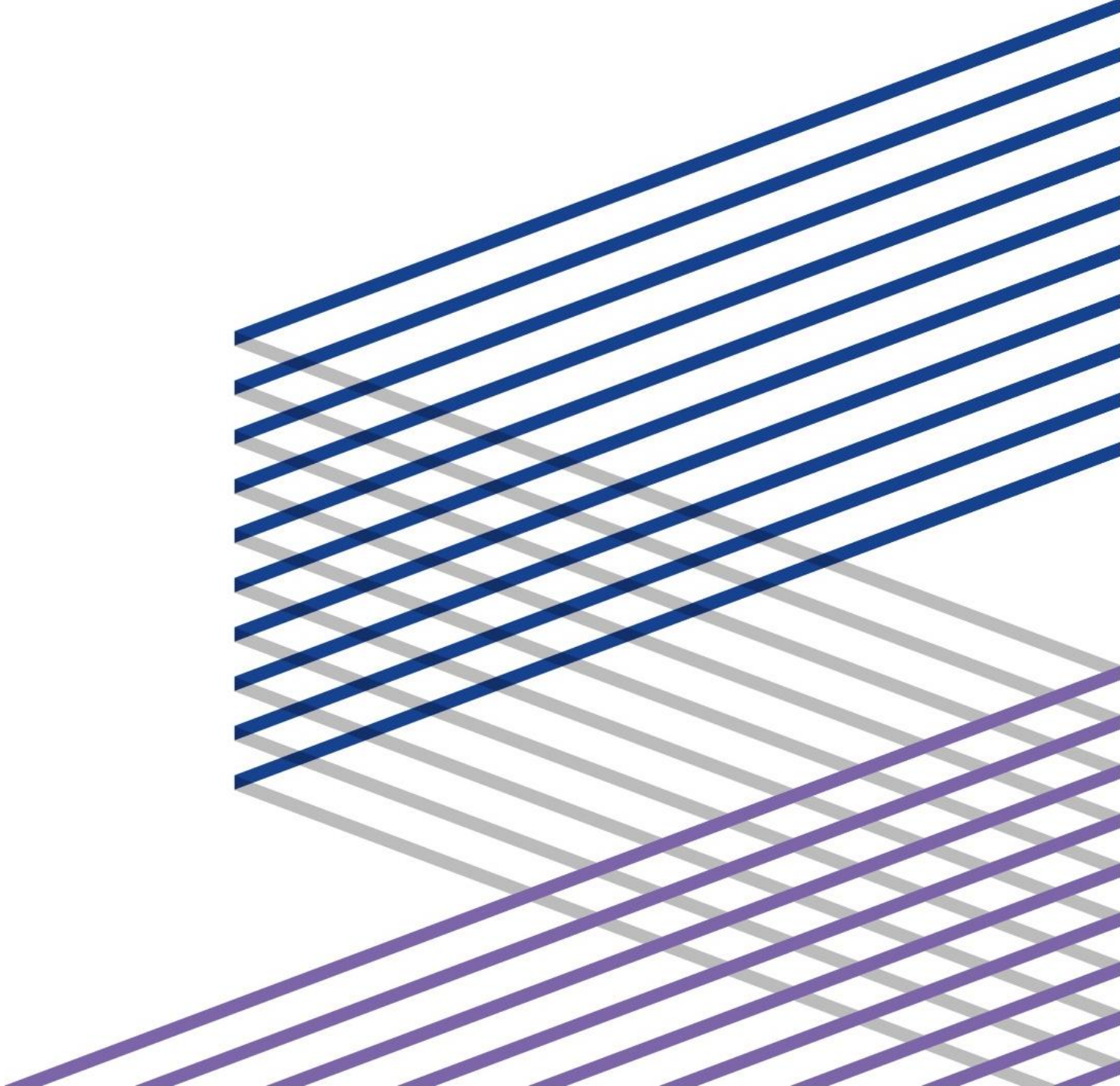


USER GUIDE

edu.fondazione scuola patrimonio.it

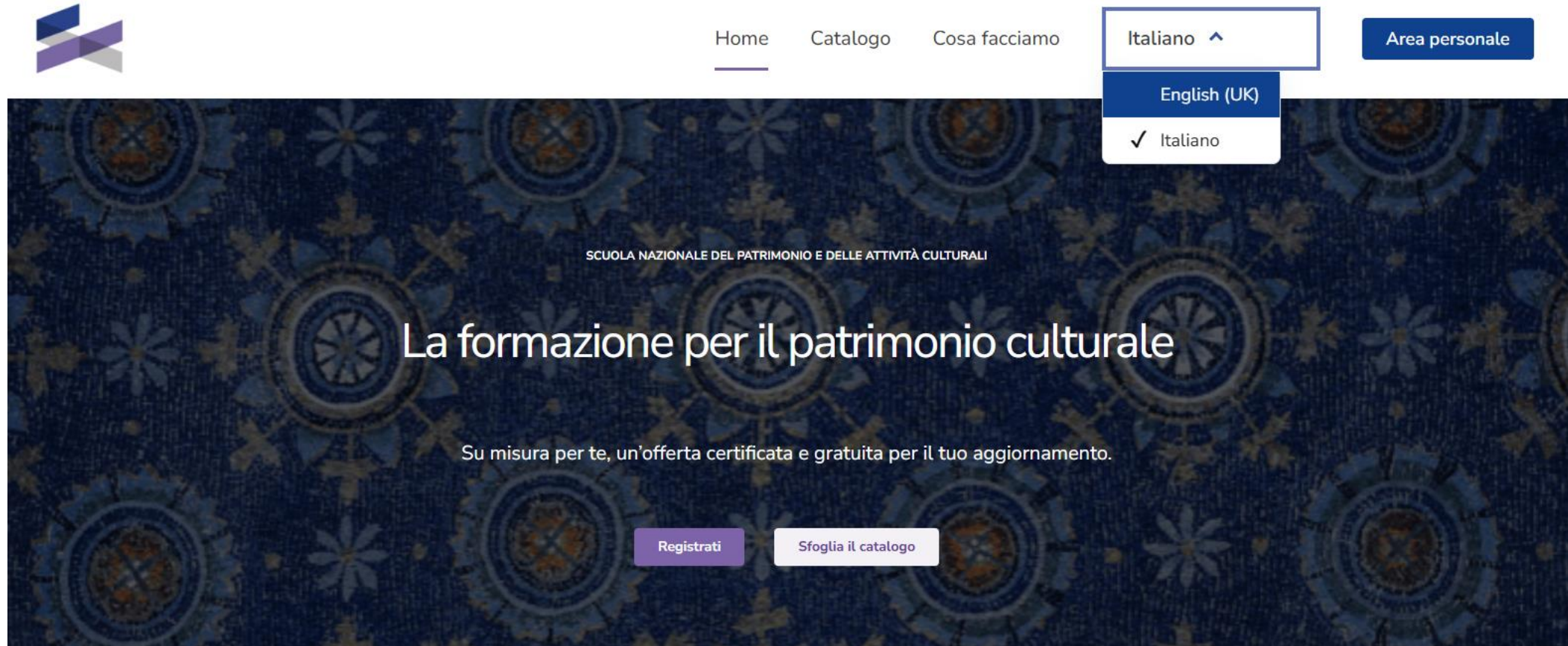
04 -2026



Index

1. Platform access, how to create an account and how to recover user's password
2. How to access the course *Sustainability in culture*
3. How to complete the course and receive the certificate
4. How to receive assistance

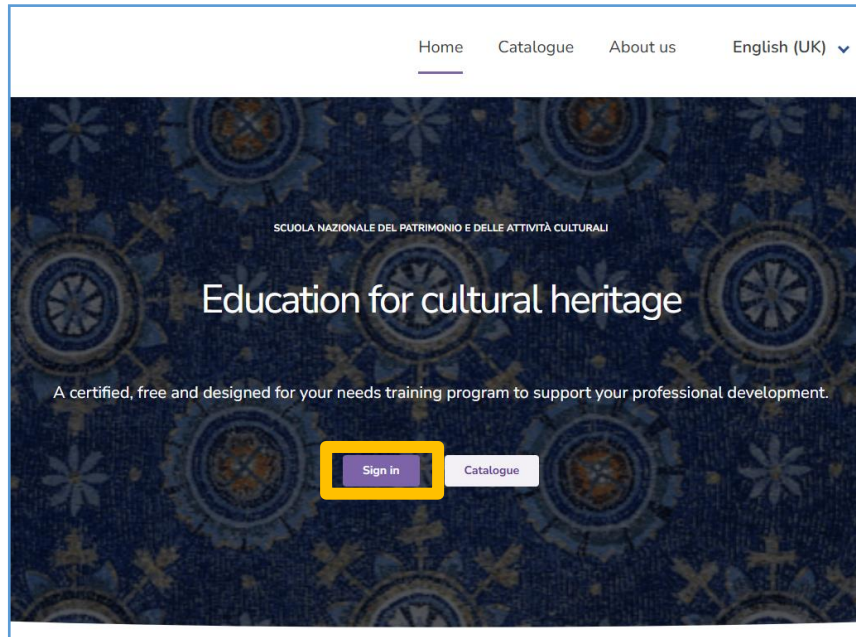
If you have logged into <https://edu.fondazione scuola patrimonio.it/> switch the language as shown in the following image



Otherwise, access <https://edu.fondazione scuola patrimonio.it/en/>

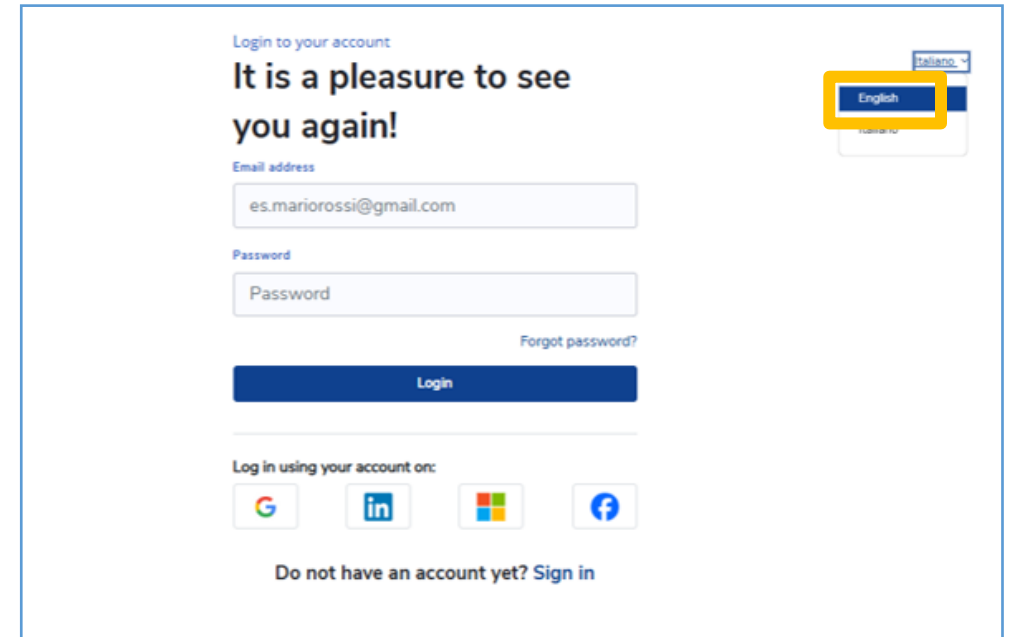
1.

Use the button «Sign in»



2.

Change the language again as shown in the image and go to «Sign in»



3.

Give consent for the creation of your account

Fondazione Scuola nazionale del patrimonio e delle attività Culturali

Before continuing you need to acknowledge all these policies. ×

Consent

Please agree to the following policies:

Processing of personal data for ACCOUNT CREATION and PLATFORM MANAGEMENT by the FOUNDATION

The Scuola nazionale del patrimonio e delle attività culturali Foundation (also referred to as the FOUNDATION) needs to process your personal data to manage your account on the e-learning platform from a strictly technical point of view, according to the methods described in the privacy policy. This processing is necessary for the creation of your account.

Please refer to the full Processing of personal data for ACCOUNT CREATION and PLATFORM MANAGEMENT by the FOUNDATION if you would like to review the text.

☒ I agree to the Processing of personal data for ACCOUNT CREATION and PLATFORM MANAGEMENT by the FOUNDATION. ❗

NextCancel

4.

Flag I haven't got an Italian fiscal code and sign in

Create your account

Sign in

Codice Fiscale

☒ I haven't got an Italian fiscal code

Why the tax code?

We ask this to ensure there are unique accounts and to provide you with a unique experience.

Sign in

Do you already have an account? [Login](#)

5.

Create a password and complete the registration with your details. Confirm your registration using the link you received by email

Complete registration

Insert your data

Password

Email address

Email (again)

First name

Last name

Complete registration

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del Collegio Romano, 27 - 00186 Rome | Tax code 97900380581

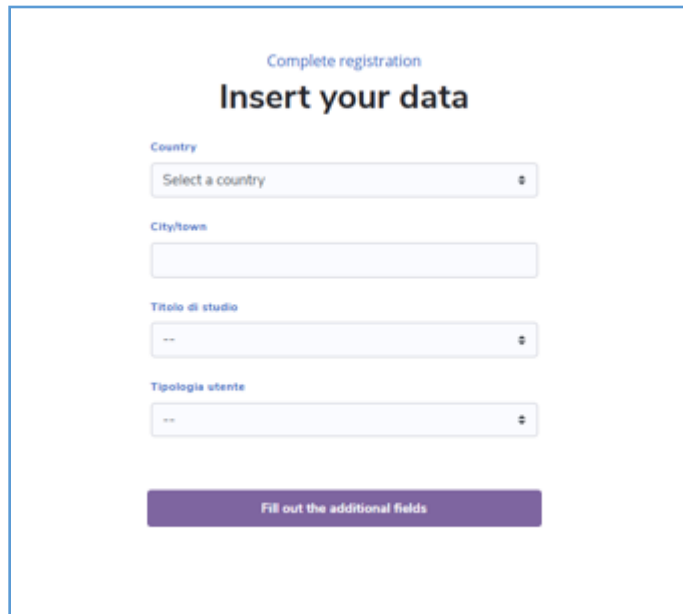
6.

Give personal data processing

[illegible]

7.

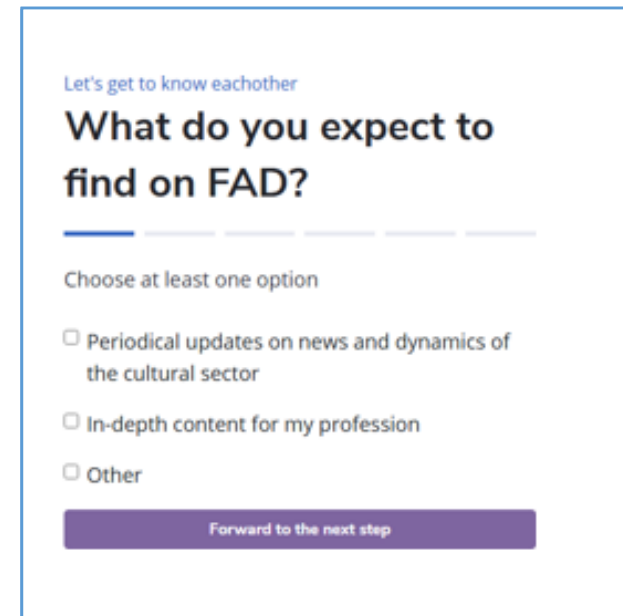
Complete the registration by entering your data



The screenshot shows a registration form titled "Complete registration" with the sub-header "Insert your data". It contains four input fields: "Country" (a dropdown menu with "Select a country" text), "City/town" (a text input field), "Titolo di studio" (a dropdown menu with "--" text), and "Tipologia utente" (a dropdown menu with "--" text). At the bottom is a purple button labeled "Fill out the additional fields".

8.

And your choices*



The screenshot shows a form titled "Let's get to know each other" with the sub-header "What do you expect to find on FAD?". Below the title is a progress bar with four segments, the first of which is filled. The form asks the user to "Choose at least one option" and provides three checkboxes: "Periodical updates on news and dynamics of the cultural sector", "In-depth content for my profession", and "Other". At the bottom is a purple button labeled "Forward to the next step".

*they'll only be requested if you've given your consent to profiling

And finally.. Log in!

Click on «Forgot password» and follow the instruction

Login to your account

It is a pleasure to see you again!

Email address

Password

[Forgot password?](#)

Login

Log in using your account on:



Do not have an account yet? [Sign in](#)

How to complete the course and receive the certificate 1/2

A quick overview of the homepage

Personal area

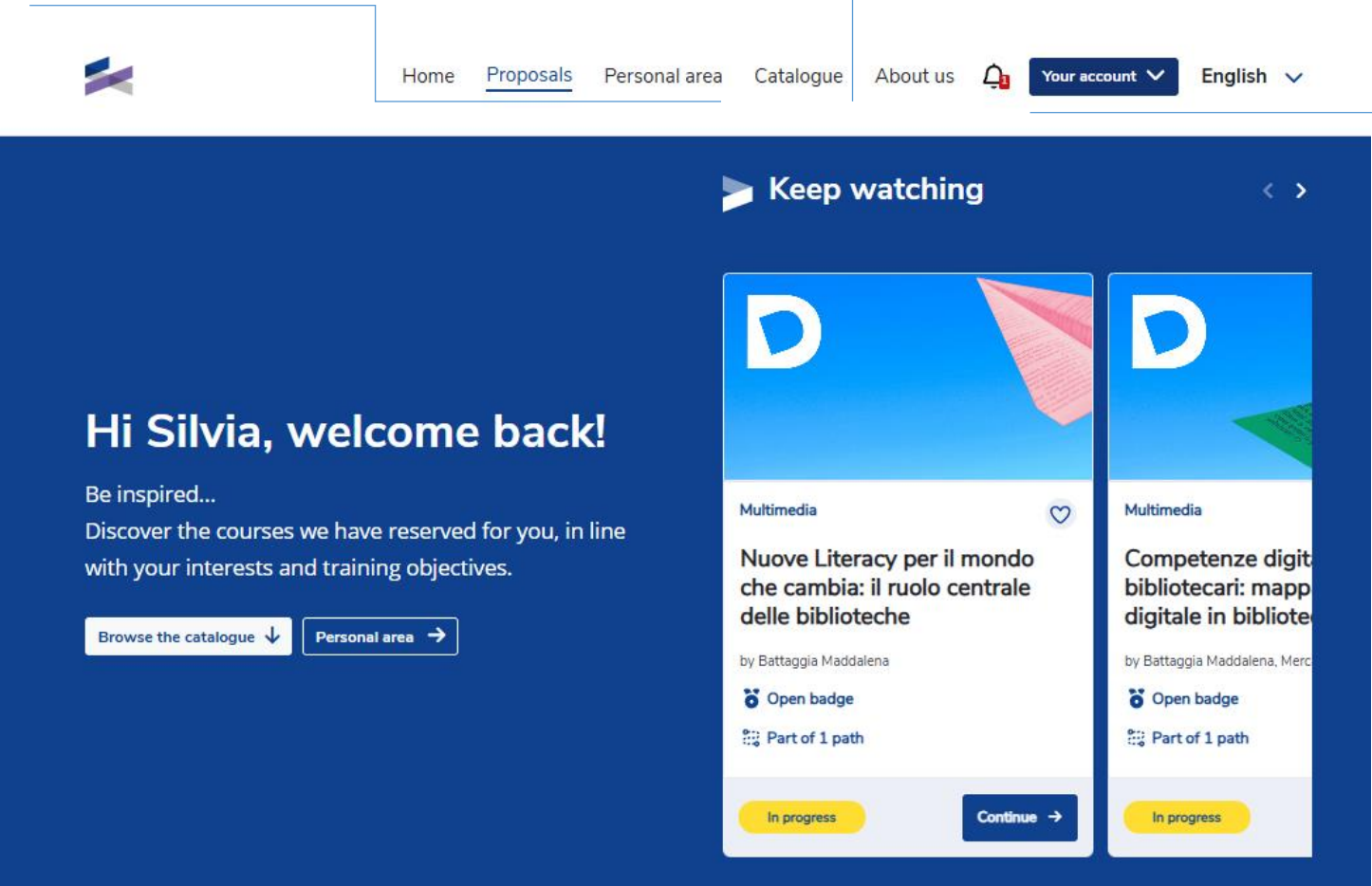
hosts the courses in which you are enrolled, your favourites badges and certificates obtained

Catalogue

Hosts the entire public service offering the platform

Your account

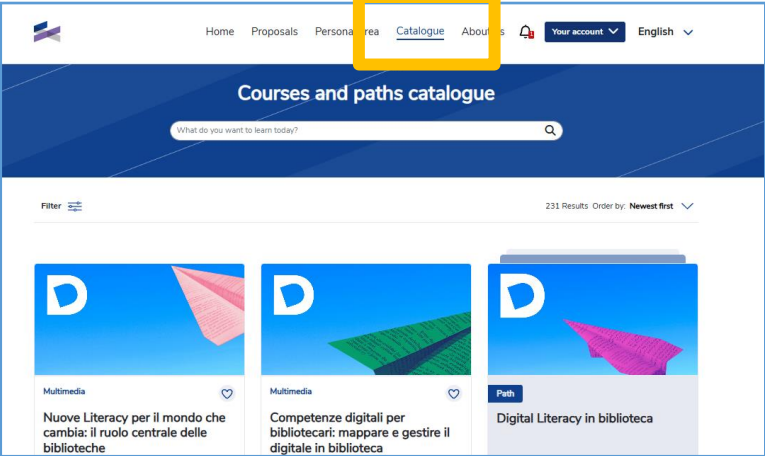
Here you can find all the technical information related to your account



How to access the course *Sustainability in culture 2/2*

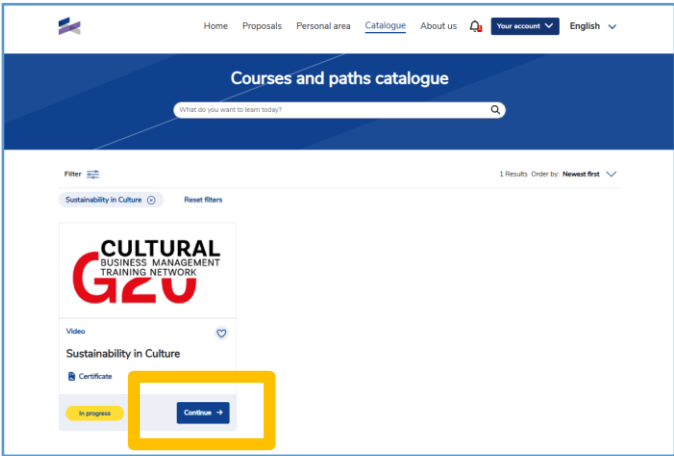
1.

Go to the Catalogue



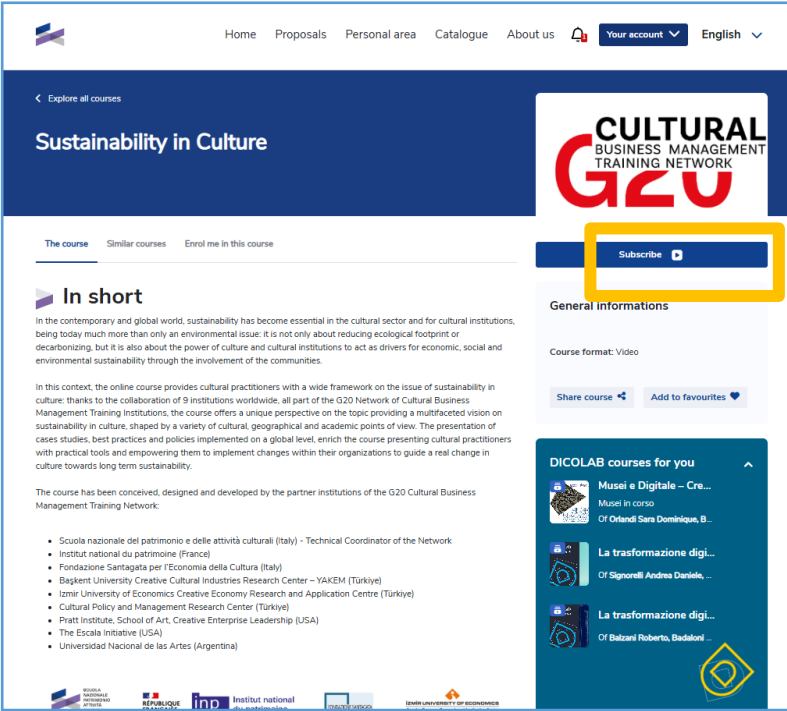
2.

Search for «Sustainability in Culture»



3.

Enroll in the course



How to complete the course and receive the certificate

The screenshot shows the course page for 'Sustainability in Culture' on the G2U (Cultural Business Management Training Network) platform. The page is divided into several sections:

- Header:** Includes navigation links (Home, Proposals, Personal area, Catalogue, About us), a 'Your account' button, and a language selector set to 'English'.
- Course Title:** 'Sustainability in Culture' is prominently displayed in a blue banner.
- Course Status:** A green notification bar states 'You are enrolled in the course.' with a close button.
- Course Structure:** A section titled 'Course structure' with a dropdown arrow, showing 'Module 1 | Introduction to culture and cultural policy'.
- Module Description:** A paragraph explaining that the introductory module provides a fundamental framework for sustainability in culture by examining the evolution of cultural policies at a global level.
- Lecture 1:** Titled 'LECTURE 1 | CULTURAL POLICIES: PAST AND FUTURES' by Istanbul Bilgi University - TÜRKİYE. It lists a video '1. How to interpret half-a-century of cultural policies?' with a 'To do' status.
- Lecture 2:** Titled 'LECTURE 2 | FROM CULTURAL RIGHTS TO RIGHT TO CULTURE' by Istanbul Bilgi University - TÜRKİYE. It lists a video '1. Cultural rights: for a new approach to access to and participation in cultural policies' with a 'To do' status.
- Course Materials:** A section at the bottom for additional resources.
- General Information:** A sidebar on the right shows 'Course format: Video', 'Share course', and 'Add to favourites' buttons.
- DICOLAB courses for you:** A sidebar on the right recommends related courses, including 'Musei e Digitale - Cre...' and 'La trasformazione digi...'.

This course consists of 7 modules. Each module includes one or more lectures, and each lecture contains up to 3 videos.

To successfully complete the course and obtain the certificate, you must:

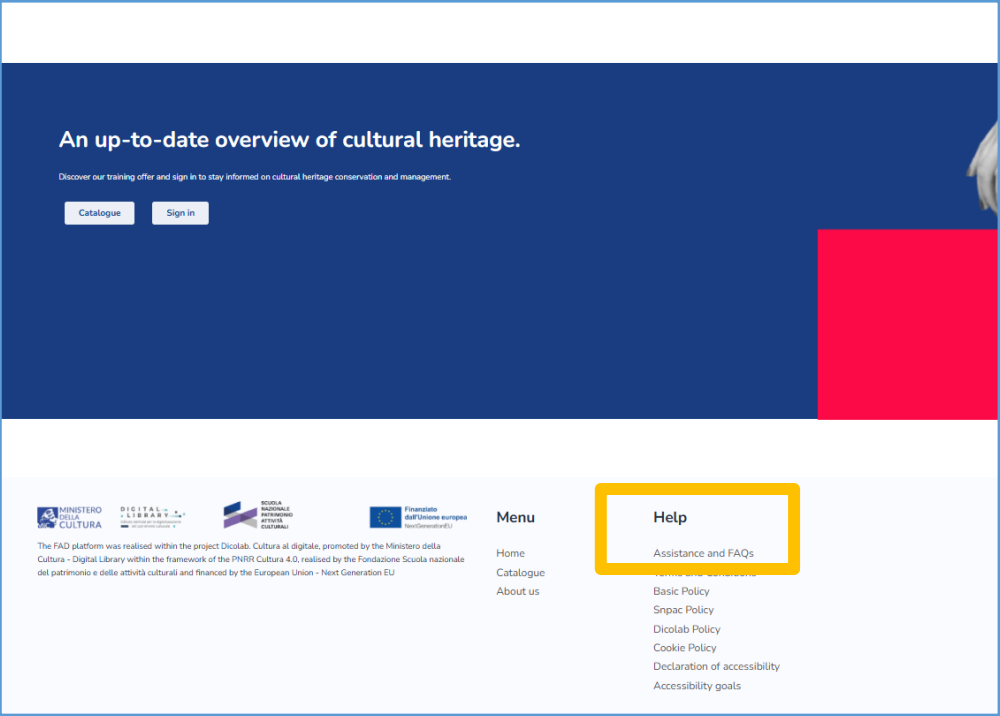
- Watch at least 75% of each video
- Complete the final questionnaire, “Learner Profile Questionnaire”

Make sure to complete all required activities to be eligible for certification.

How to receive assistance

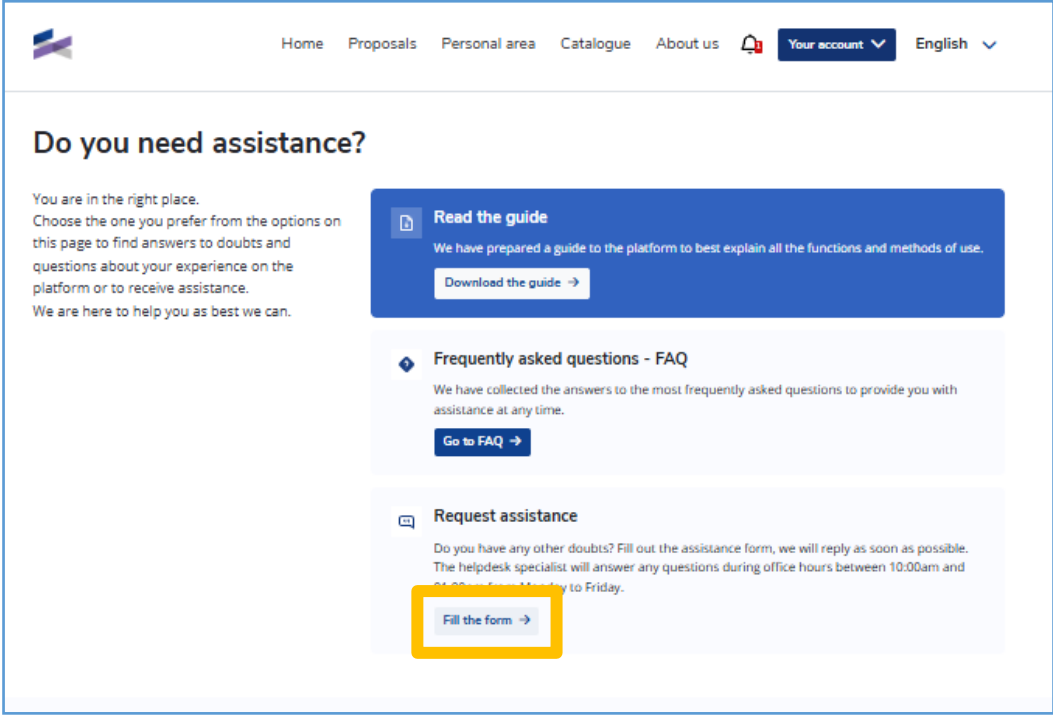
1.

Go to the bottom of the page, find “Help”, and click on “Assistance and FAQs”



2.

Fill in the form to receive assistance.



Scuola nazionale del patrimonio e delle attività culturali

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