

Student Instructions for Logging into CAE LearningSpace: Simulation Instructions

Prior to the Simulation – CAE Consent Form

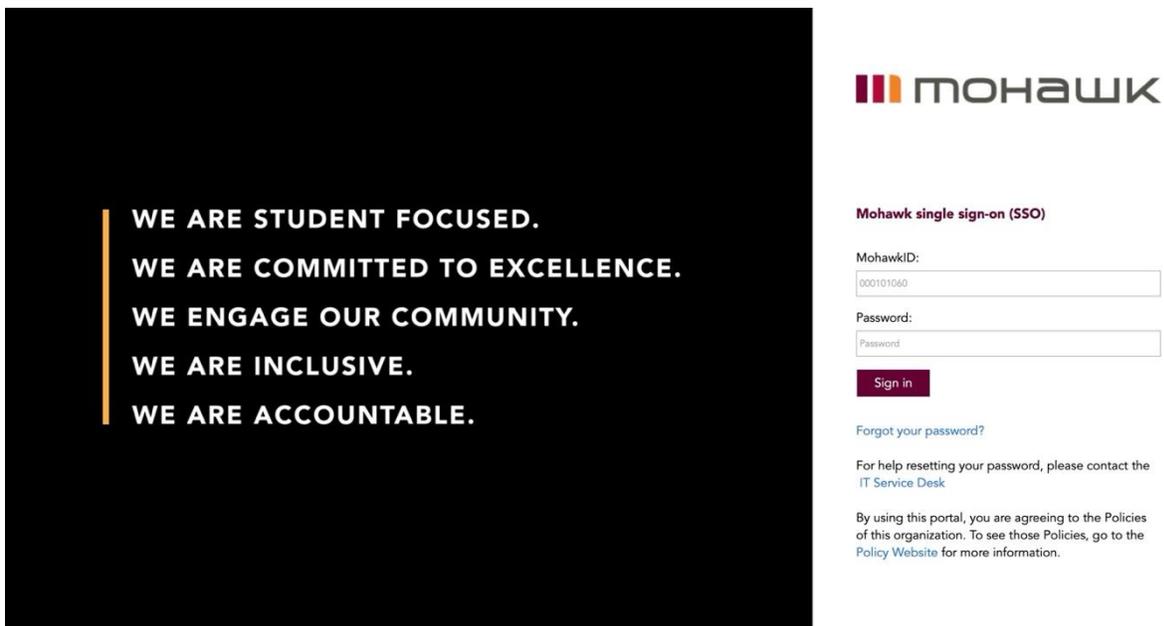
Prior to participating in any simulation or skills assessments, the CAE recording consent form must be signed and completed. This is done through CAE LearningSpace. Please see MyCanvas for further instructions.

Prior to the Simulation - Preparatory Materials

Prior to participating in your simulation, it is imperative to log into the CAE LearningSpace system. This platform houses all relevant preparatory materials to review. There is also a sign-off at the end of the preparatory materials, acknowledging that you have done the requisite preparation prior to participating in simulation.

Step 1: Log into CAE LearningSpace

- Use the following URL to log into CAE LearningSpace:
<https://caelearningspace.mohawkcollege.ca/w/sp.cgi/login>
- Log in with your Single Sign-On (SSO) Mohawk ID and Password.



WE ARE STUDENT FOCUSED.
WE ARE COMMITTED TO EXCELLENCE.
WE ENGAGE OUR COMMUNITY.
WE ARE INCLUSIVE.
WE ARE ACCOUNTABLE.

 MOHAWK

Mohawk single sign-on (SSO)

MohawkID:
000101060

Password:
Password

Sign in

Forgot your password?

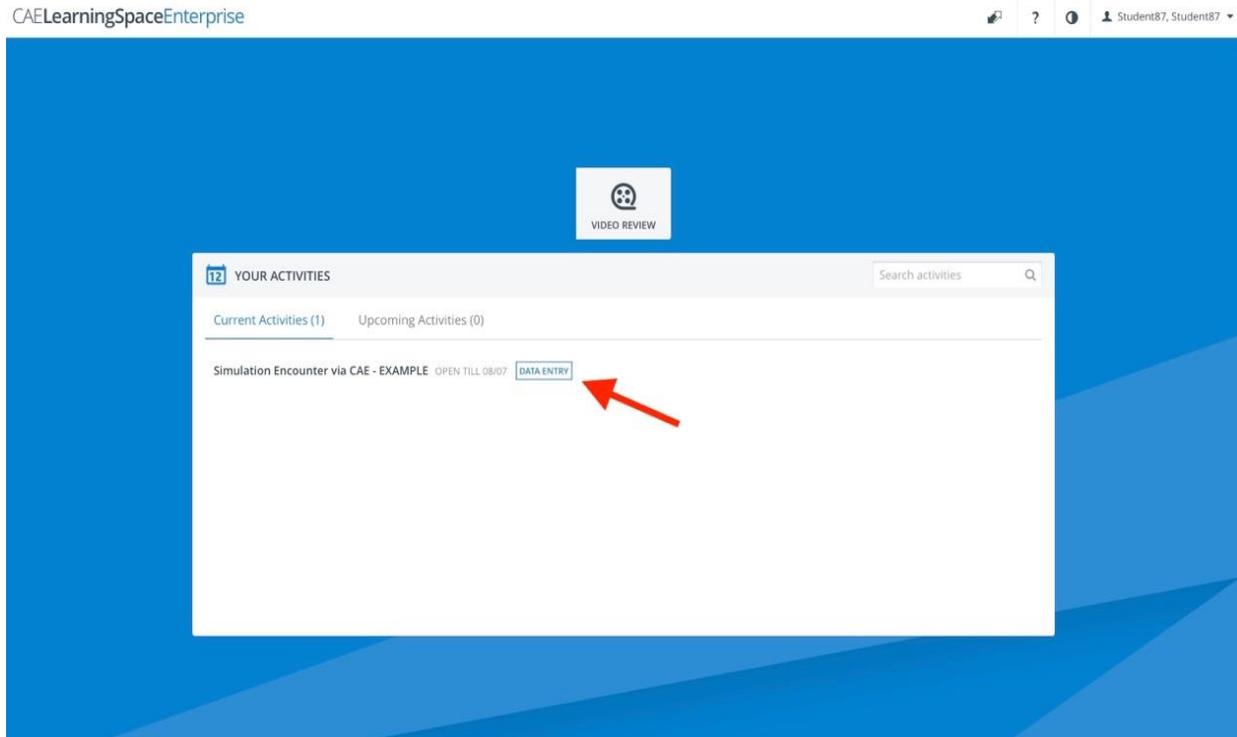
For help resetting your password, please contact the IT Service Desk

By using this portal, you are agreeing to the Policies of this organization. To see those Policies, go to the Policy Website for more information.

- Preparatory materials will be made available to you typically at minimum 2 weeks prior to the date of your simulation.

Step 2: Review of Preparatory Materials

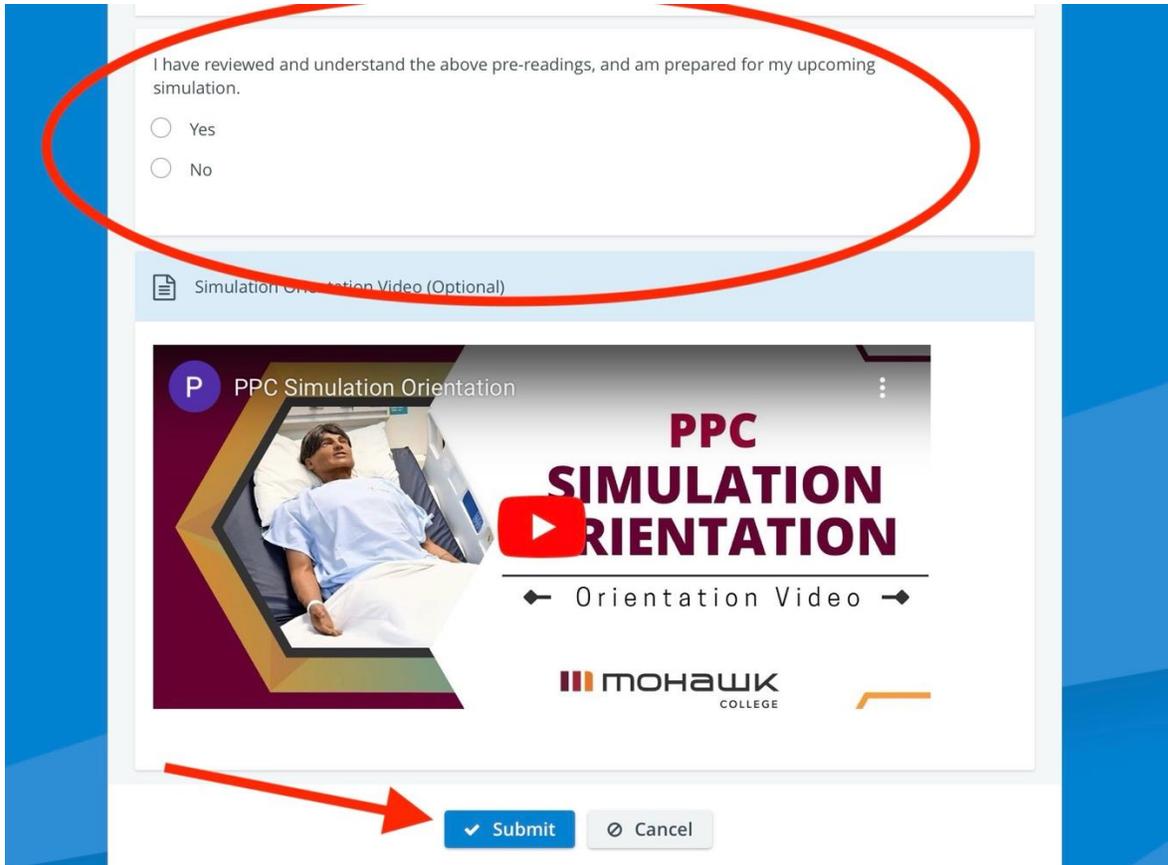
- Once logged into the CAE LearningSpace platform, you should see the name of your upcoming simulation from the Home page.
- To access the simulation's preparatory materials, please click on 'Data Entry'.



- This will now take you to the relevant preparatory materials for your simulation, typically including scenario summary, learning goals, relevant readings, screenshots of the patient's chart, and optional orientation videos.

Step 3: Completion

- At the bottom of this page, there may be acknowledgement to sign-off on stating that you have logged into the CAE LearningSpace system and have completed the prerequisite module. This is outlined below. Once you have selected 'Yes' to the question (if applicable), please click on the 'Submit' button at the bottom of the page.



I have reviewed and understand the above pre-readings, and am prepared for my upcoming simulation.

Yes
 No

Simulation Orientation Video (Optional)



 PPC Simulation Orientation
PPC SIMULATION ORIENTATION
 Orientation Video

- CAE LearningSpace will now close, and you are ready to participate in your simulation!
- You may log back in at any time prior to your simulation to review the preparatory again at your convenience.

Following the Simulation – Self-Evaluation and Video Review

Following your simulation, you will likely have the opportunity to watch a recording of your simulation, to self-reflect on your experience. Additionally, your instructor may also have posted some guiding self-reflection questions to be completed to achieve full grades for participating in simulation. Further instructions will be provided by your instructor on this component.

Both of these items, the self-reflection questions and the video recording, are also found within the CAE LearningSpace platform.

Step 1: Log into CAE LearningSpace Following Completion of your Simulation

- As before, use the same URL to log into CAE LearningSpace:
<https://caelearningspace.mohawkcollege.ca/w/sp.cgi/login>
- Again use your SSO Mohawk ID and Password to log in.



Mohawk single sign-on (SSO)

MohawkID:

Password:

Sign in

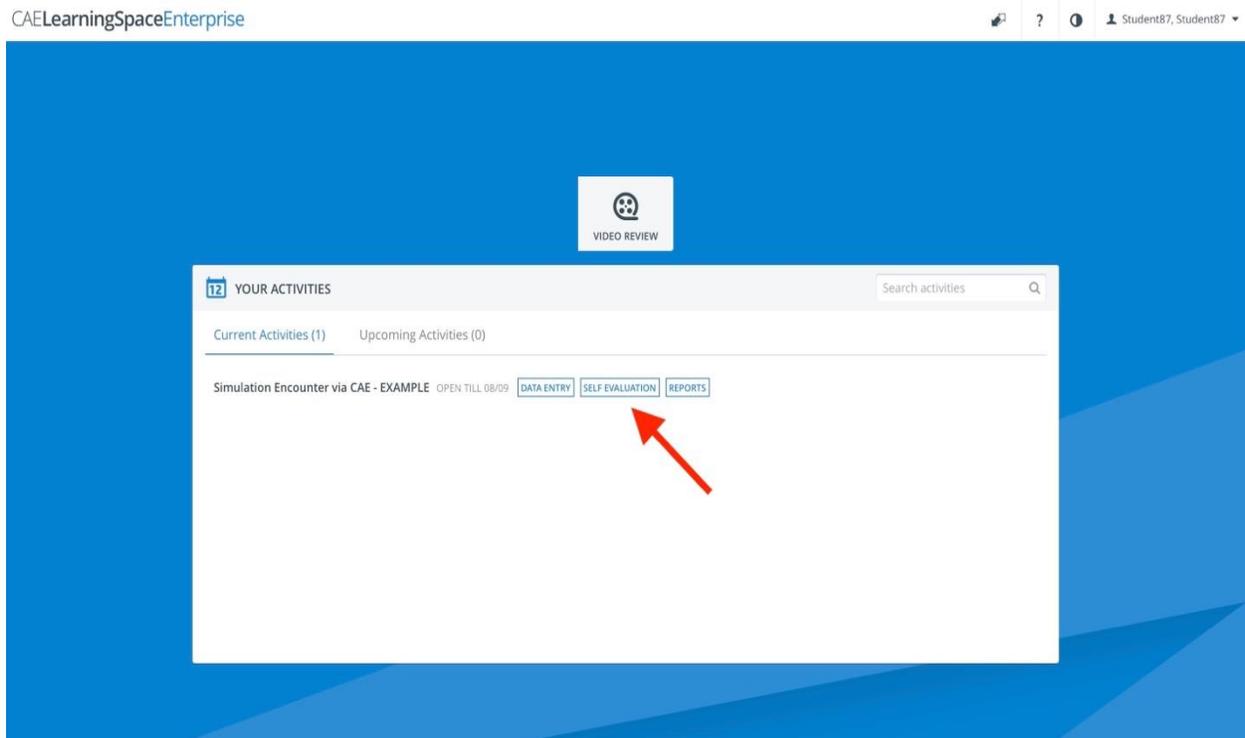
[Forgot your password?](#)

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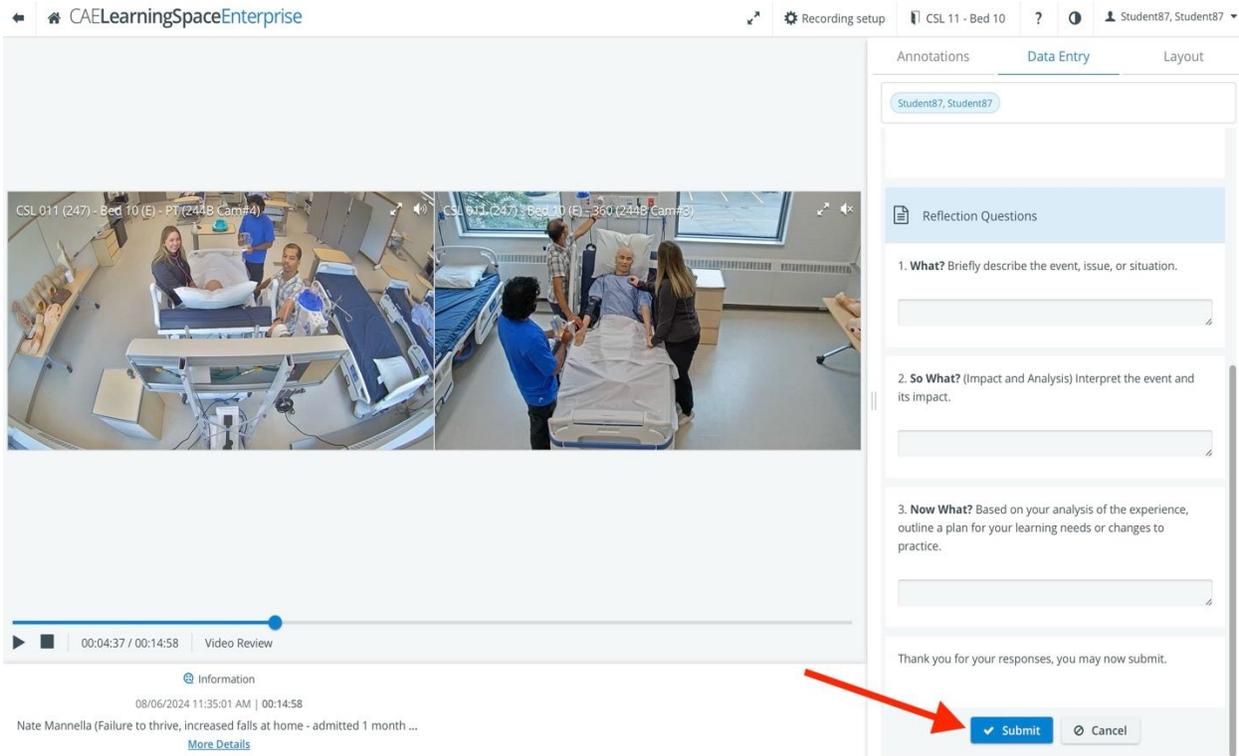
Step 2: Video Review and Self-Evaluation Questions

- Once you have completed your simulation, you should now see an additional option beside the simulation name, labelled as 'Self Evaluation'. Click on this option.



- You should now see both your video recording and required self-evaluation questions on the same screen.

Step 3: Complete and Submit



The screenshot displays the CAELearningSpaceEnterprise interface. At the top, there is a navigation bar with 'CAELearningSpaceEnterprise', 'Recording setup', 'CSL 11 - Bed 10', and user information 'Student87, Student87'. Below this is a video player showing two camera views of a simulation room. The video player includes a progress bar at 00:04:37 / 00:14:58 and a 'Video Review' button. Below the video player, there is an 'Information' section with the text: '08/06/2024 11:35:01 AM | 00:14:58 Nate Mannella (Failure to thrive, increased falls at home - admitted 1 month ... More Details)'. On the right side, there is a 'Data Entry' panel with 'Annotations', 'Data Entry', and 'Layout' tabs. The 'Data Entry' tab is active, showing 'Reflection Questions' for 'Student87, Student87'. The questions are:

- 1. What?** Briefly describe the event, issue, or situation.
- 2. So What?** (Impact and Analysis) Interpret the event and its impact.
- 3. Now What?** Based on your analysis of the experience, outline a plan for your learning needs or changes to practice.

 At the bottom of the panel, there is a 'Thank you for your responses, you may now submit.' message and two buttons: 'Submit' (highlighted with a red arrow) and 'Cancel'.

- Once you have completed the questions, please click submit. You will receive a confirmation message that your answers have been successfully submitted. Your instructor will then be able to review and grade your responses as required.
- Note: you may change your answers as many times as you would like before the activity due date. You may also log in again to confirm that you have submitted your answers using the same steps noted above.
- Video review and self-reflection questions are only available for a limited time; this information will be noted at the top of the video review page. Self-reflection is typically due in the first 48 hours following completion of your simulation.
- You may now close your browser and log out of CAE LearningSpace.

Questions and Troubleshooting of Issues

Thank you for your time! We hope you have a pleasant simulation experience. For any questions or troubleshooting of any issues, please reach out to the Simulation Team at: simulation@mohawkcollege.ca and we would be happy to assist you further.