



Guide: How to Create Lessons with Quizzes on ROAR Academy

Welcome to **ROAR**! We're excited to have you join our platform. This guide will walk you through the simple steps to upload your course content and start earning. Let's get started!

Step 1: Log In to the Platform

- Go to <https://resources.roar.academy>
 - Sign in using your **official email address**
 - Once logged in, you'll land on the **Course Dashboard**
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Step 2: Start a New Course

From the Course Dashboard:

- Click "**Create New Course**"
 - If you're not yet an instructor, click "**Become Instructor**" and follow the prompts. Please note that only instructors with full profiles will be accepted.
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Step 3: Fill Out the *Basics* Tab

This is where you set the course foundation:

- **Course Title** – Keep it clear and concise (e.g., *Getting Started with WordPress*)
- **Description** – Explain what the course is about and what learners will gain
- **Category** – Choose the most relevant subject area
- **Tags** – Use keywords learners might search for (e.g language / age group e.g teens etc)
- **Course Level** – Beginner, Intermediate, or Advanced
- **Language, age and Category** – Select 1 option from each of the three sections (Language, Age, and Categories). If your language or keyword is not listed, you can add it as a tag to help learners find it more easily.
- **Course Thumbnail** – Upload a high-quality image to represent your course . We recommend using [canva.com](https://www.canva.com)



- **Intro Video** – Helps promote the course

✔ Click **Save** before continuing.

Step 4: Build Out the *Curriculum* Tab

This is where you add all your **Topics, Lessons, and Quizzes**.

➤ **Add a Topic**

- Click “**Add Topic**”
Example: Module 1 – WordPress Essentials

➤ **Add a Lesson**

- Under the topic, click “**Add Lesson**”
 - Fill in:
 - **Lesson Name** (e.g., *About WordPress*)
 - **Lesson Content** – Add written text, visuals, or H5P content
 - **Media Section** – Upload or link your teaching video
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Video Hosting Guidelines (Either Youtube or Vimeo to host videos)

YouTube Settings:

- Set visibility to **Unlisted**
- Turn off **comments**
- Disable **ads** or monetization

Vimeo Settings:

- Set your video to **Private**
 - Disable downloads unless needed
 - Do **not** use password or domain-based embed restrictions — just upload and copy the link
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Add Supporting Files (Optional)

- Under **Exercise Files**, upload helpful materials such as:
 - PDF summaries
 - Templates
 - Practice files
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Add a Quiz

- Still in the **Curriculum** tab, click “**Add Quiz**”
 - Create questions (multiple choice, true/false, etc.)
 - Assign correct answers and scoring
 - Save the quiz and link it to the appropriate topic
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Step 5: Configure the *Additional* Tab

In this final tab:

- Set your **Course Price** (if it is not free)
- Define **Access Duration** (lifetime or limited)
- Add **Course Prerequisites** (if needed)
- **Enable Certification** – Turn ON if you want students to receive a certificate upon completion

Save all changes when done.

Step 6: Preview & Publish

- Use the **Preview** option to review the full course
 - Once satisfied, click **Publish** to go live
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Quick Tips:



- Keep lessons short (5–10 minutes max)
 - Include a quiz after each topic or module to reinforce learning
 - Use H5P tools to create interactive content (drag-and-drop, quizzes, etc.)
 - Keep your thumbnails and visuals clean and consistent
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6. Monetization and Payments

You'll earn **70%** of the revenue from each course sale.

- **Payment Conditions:** You will receive payments when your earnings reach **\$500**. If you don't meet this threshold in a month, your earnings will carry over to the next month.

Course Requirements.

- At least 30 minutes of video content (This can be broken into small bits that are distributed across your course modules)
 - At least 5 separate Topics
 - Valuable educational content
 - HD video quality (720p or 1080p)
 - Audio that comes out of both channels and is synced to video
 - [Audio quality](#) that is not distracting to students
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7. Subscription Earnings

You'll also earn from **subscriptions**. Students who pay a monthly fee to access courses on **ROAR** will help you earn a share based on how many students engage with your content.

8. Get Help

If you need assistance at any point, feel free to contact us:

- **Email:** roar.sunnyhouse@gmail.com
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We're excited to see your course on **ROAR!** Follow these simple steps, and you'll be all set to share your knowledge with students. Let's make learning about Africa by Africa accessible to everyone!