

A Guide to Using P4CA Toolkit for Apprenticeship Coaches on Discord

The material of the toolkit is available on Discord. Discord is a free platform where the user is member of a community. It can be used for texting, voice calls, and sharing files within a closed server.

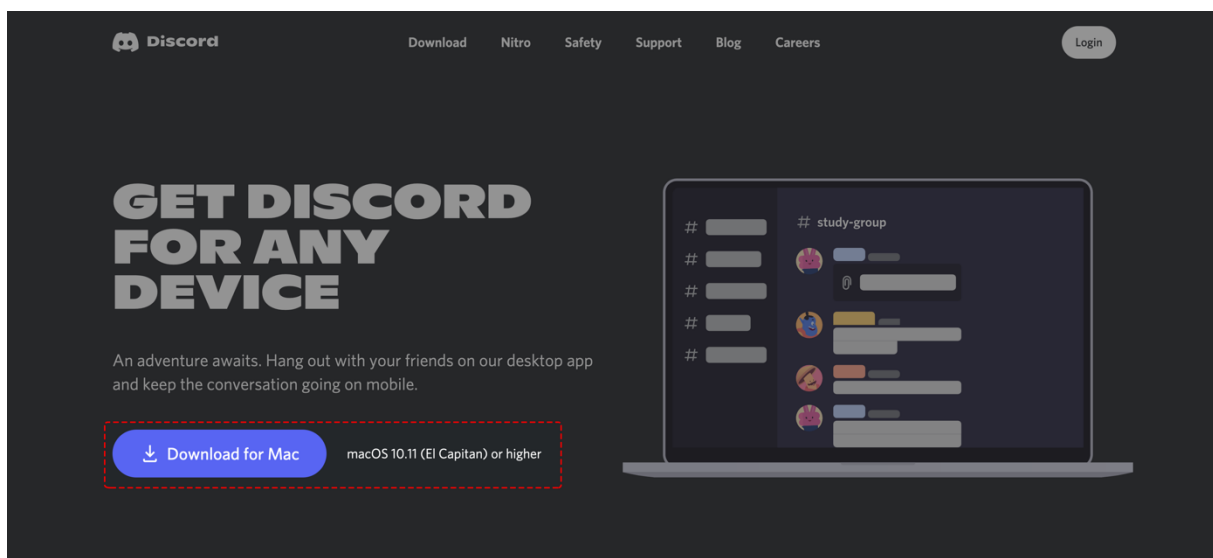
First steps – How to install Discord

<https://support.discord.com/hc/en-us/articles/360034561191-Desktop-Installation-Guide>

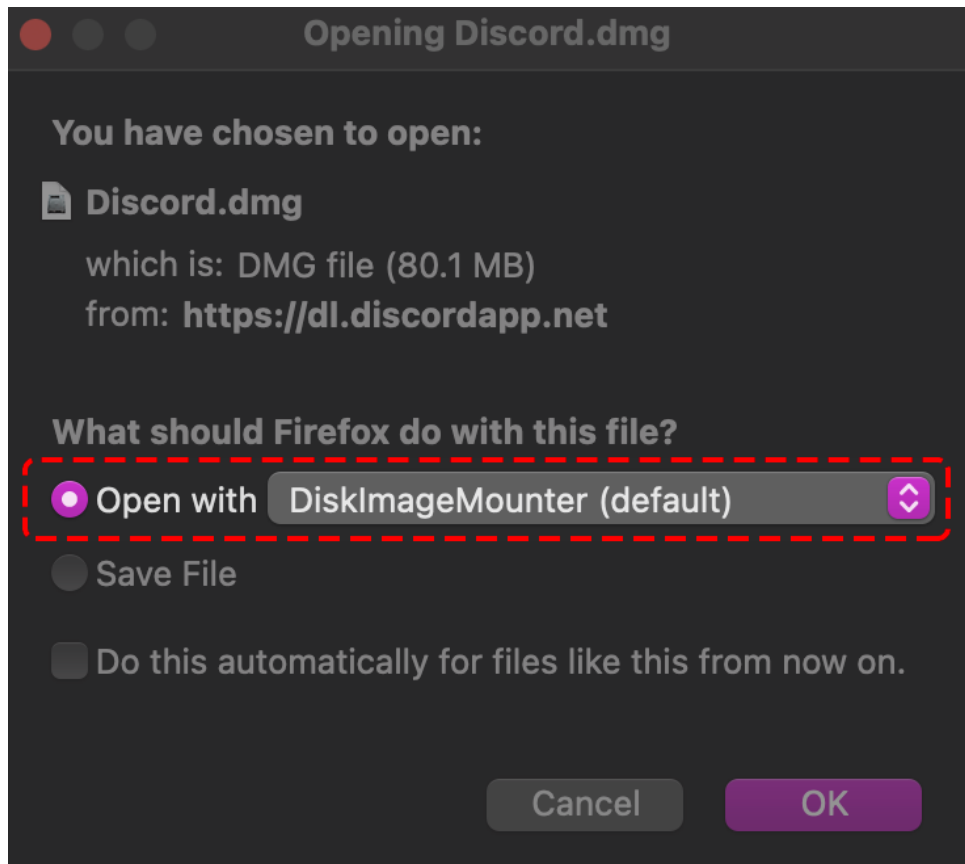
MAC-OS

To download the Desktop app for MacOS, first head over to **the Download Page** in your preferred browser.

1. Press on the **Download for Mac** button.



2. Choose to open the **Discord.dmg** file and press OK.



3. Drag the **Discord logo** and drop it over the **Applications folder** in the pop-up window.



Discord

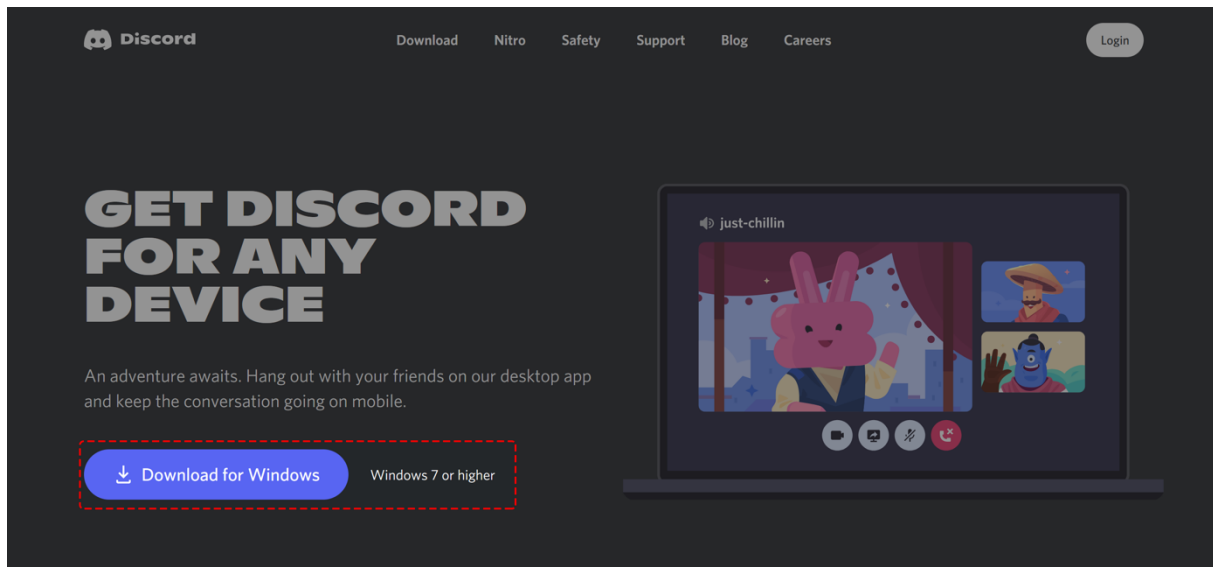


Applications

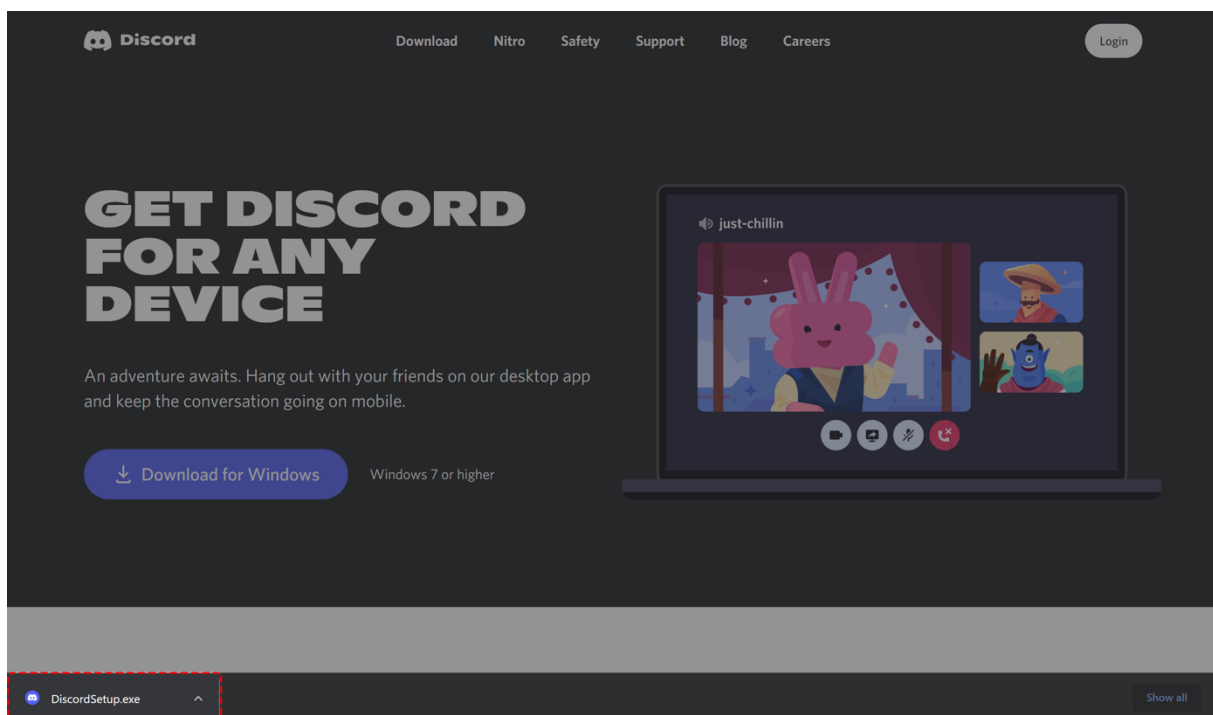
WINDOWS

To download the Desktop app for Windows, first head over to **the Download Page** in your preferred browser.

1. Press the **Download for Windows** button.



2. Follow your browser's prompts to save and open the **DiscordSetup.exe** to start the installation process.



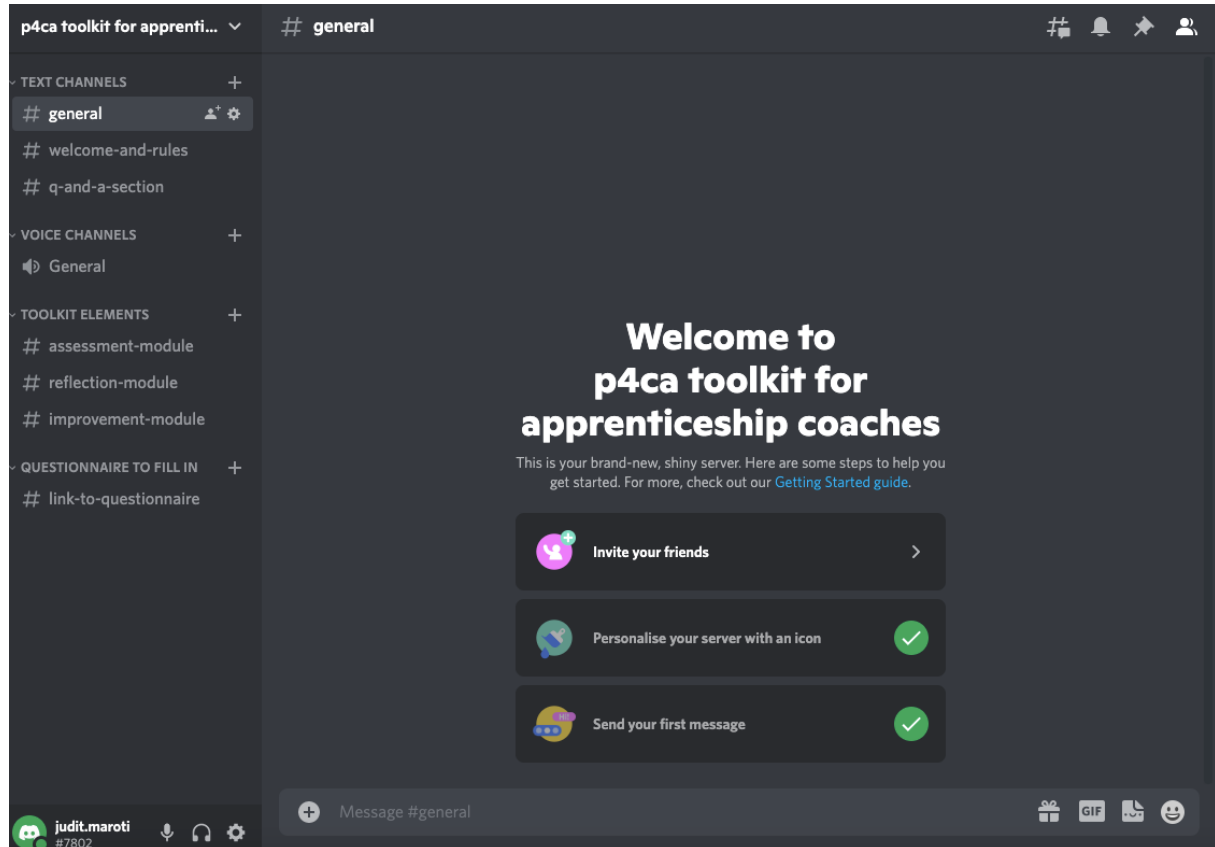
Now that you have the app installed, it's time to **create your Discord account!**

Once your Discord account is finished, please join our P4CA community here:

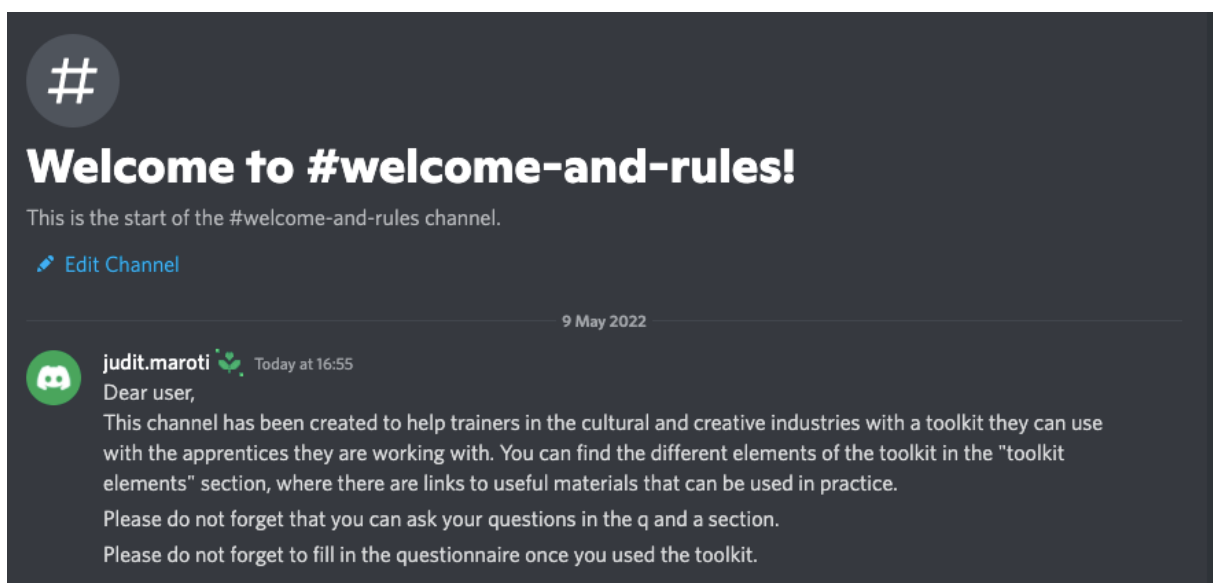
<https://discord.gg/d8qDbz8rhg>

Now you are ready to explore our server.

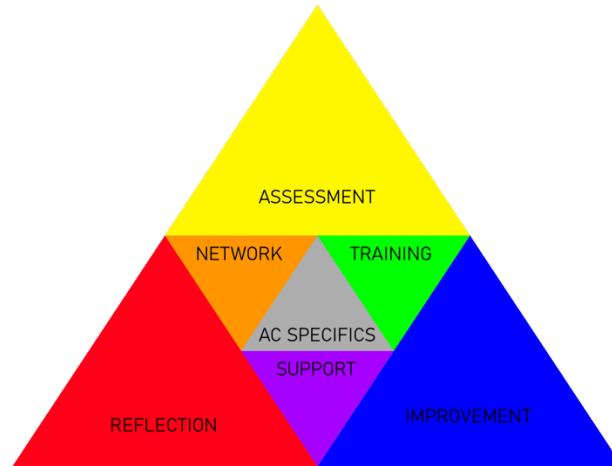
On the left side of the screen you can see different channels.



First, go to *welcome and rules*. You can find some essential information about the server.




Now you are ready to use the tools of P4CA in the section of *TOOLKIT ELEMENTS*.



The Toolkit Elements are divided into three main sections: *assessment module*, *reflection module* and *improvement module*.

Feel free to use all links to the tools and do not be shy to ask questions in the *q and a section*.




Welcome to #q-and-a-section!

This is the start of the #q-and-a-section channel.

[Edit Channel](#)

9 May 2022



judit.maroti Today at 16:51

Dear User, please enter your questions on the toolkit here. We are more than happy to help you.