



# User Manual ILO Myanmar E-campus

This guide provides simple steps to navigate the ILO Myanmar e-campus, a digital learning platform that aims to promote accessible industrial relations training for Myanmar constituents and wider stakeholders. All courses are available in Burmese language for free.

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### First let's explore the e-campus! Click the link below

# https://ecampus.iloyangon.org/



Please use a <u>computer</u> or <u>laptop</u> for the best user experience.

### 1. E-campus tour



#### Let's explore the functions of the tabs in the e-campus!

- Home
- $\rightarrow$  This features the courses available.
- About → This features resources that are useful, including this user manual, course catalogue, FAQs, and information on the Myanmar e-campus.
  - Contact us  $\rightarrow$  This includes information on how to contact the ILO user administration for the site.
  - Log in → This is for registering a new user's account, as well as logging into the e-campus.
- English (en) → This allows you to choose your preferred language. පහත (my) The e-campus is available in English and Burmese languages.

## 2. Signing up and new user registration

#### Important:

• To sign up, you must have a valid email address and access to it.

**Step 1.** Click on the "log in" or click on any course and you will see the following. As a new user, please click "create new account".



**Step 2.** Type the information requested to sign up as a new user.



#### Notes:

- Your "username" is your unique digital identity. Do choose your username wisely!
- Your "password" accompanies your username each time you log in. Please choose your password with at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as as \*, -, or #

Choose your u	username	and password
Username	0	
		The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 non-alphanumeric character(s) such as as *, -, or #
Password	0	

• Remember your Username and Password! Please write them down so you remember them for next time.

#### Also:

• Don't forget to click the "I am not a robot" button.



If you have successfully completed Step 1 and 2, you will see the following. Congratulations! You are half way there.

					<b>O</b> Guest
E International Liaison Office Organization Myanmar	Home	About 👻	Contact us	Login	English (en) 🔫
Home / Confirm your account					
ILO Myanmar					
An email should have been sent to your address at <b>equal equal and equal to a set to</b>					
It contains easy instructions to complete your registration. If you continue to have difficulty, contact the site administrator.					
Continue					

**Step 3.** Go to your email inbox and click on the blue link provided in the email.

	ILO Myanmar: account confirmation Inbox ×
•	ILO Myanmar eCampus (via ILO Myanmar) <noreply@itcilo.org> ≩ to me ▼ Hi</noreply@itcilo.org>
	A new account has been requested at 'ILO Myanmar' using your email address.
	To confirm your new account, please go to this web address:
	https://ecampus.iloyangon.org/login/confirm.php?data=ck3w6adtTfHZjCs/
	In most mail programs, this should appear as a blue link which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window.
	If you need help, please contact the site administrator,
	Admin User

Once you see the following, you have completed the registration!

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E International Liai Labour Organization Myz	son Office nmar	Home About <del>-</del>	Contact us English (en) 👻	
🕆 Home				
🔁 Dashboard	Home / Your registration has been o	confirmed		
🛗 Calendar	ILO Myanmar			
Private files		Than Your registration f Con	ks, has been confirmed tinue	

If you see your "username" in left hand corner as shown by red circle, you have successfully signed in to the e-campus with your account.



### 3. Logging in as a returning user

**Step 1.** Click on the "log in" or click on any course and you will see the following. As a returning user, please fill your username and password. Please refer to section 2 of this manual if you have not signed up or created an account.

ILO Myanmar: Log in to the site 🗙 🕂		~ - Ø X
$\leftrightarrow$ $\rightarrow$ $\mathcal{C}$ $\triangleq$ ecampus.iloyangon.org/login/ind	lex.php	Q :
	International Liaison Office Labour Organization Myanmar	
	Username	
	Password	
	Forgotten your username or password?	A
STA STA	Log in	and the second second
	Remember username Cookies must be enabled in your browser	
- ADDER IN PLACE	Is this your first time here? Create new account	
A REAL PROPERTY	For full access to this site, you first need to create an account.	

If you see your "username" in left hand corner as shown by red circle, you have successfully signed in to the e-campus with your account. Welcome back!



### 4. Enrolling in courses

**Step 1.** Log in to your account first. Please refer to section 2 of this manual to sign up and register for an account. Please refer to Section 3 to log in.

**Step 2.** Click on the course you want to enrol in. For example, if you click on the "Introduction to Social Dialogue" course, you will see the following.



**Step 3.** Click on "Enrol me." You have successfully enrolled yourself in this course if you see the following. Have a great learning journey!



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#### ILO Liaison Office in Myanmar

No 1(A), Kanbae (Thitsar) Road Yankin Township, Yangon, Myanmar Phone +95 1 7336538, 7336539