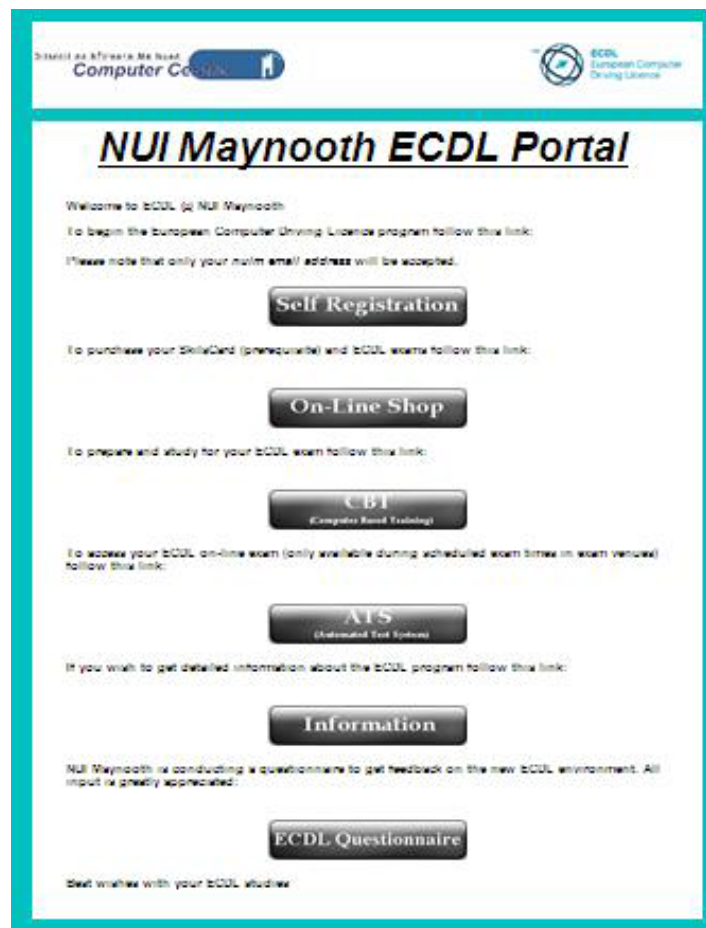


NUIM ECDL Portal Information

The NUIM ECDL Portal has been setup to enable students to access all necessary information and links needed to begin and progress through the ECDL Program, all from one central access point. Using the NUIM ECDL Portal it is possible to:

1. Complete [self-registration](#)
2. Purchase your skills card and or exams using the [online shop](#)
3. Study for your ECDL exams using the [Computer Based Training \(CBT\)](#)
4. Access the [Automated Testing System \(ATS\)](#), which is the program required to access Certificate exams during an exam session only.
5. Get additional [ECDL information](#)
6. Give feedback and offer opinions by completing our [ECDL questionnaire](#)



The screenshot shows the NUI Maynooth ECDL Portal interface. At the top, there is a navigation bar with the text "Direct as a Driver. We have Computer Coaches" and the ECDL logo. The main heading is "NUI Maynooth ECDL Portal". Below this, there is a welcome message: "Welcome to eCDL (e) NUI Maynooth". The page is organized into sections, each with a brief description and a corresponding button:

- Self Registration:** "To begin the European Computer Driving Licence program follow this link: (Please note that only your main email address will be accepted)." Button: "Self Registration".
- On-Line Shop:** "To purchase your SkillsCard (prerequisite) and eCDL exams follow this link." Button: "On-Line Shop".
- CBT:** "To prepare and study for your eCDL exam follow this link." Button: "CBT (Computer Based Training)".
- ATS:** "To access your eCDL on-line exam (only available during scheduled exam times in exam venues) follow this link." Button: "ATS (Automated Test System)".
- Information:** "If you wish to get detailed information about the eCDL program follow this link." Button: "Information".
- ECDL Questionnaire:** "NUI Maynooth is conducting a questionnaire to get feedback on the new eCDL environment. All input is greatly appreciated." Button: "ECDL Questionnaire".

At the bottom, it says "Best wishes with your eCDL studies".

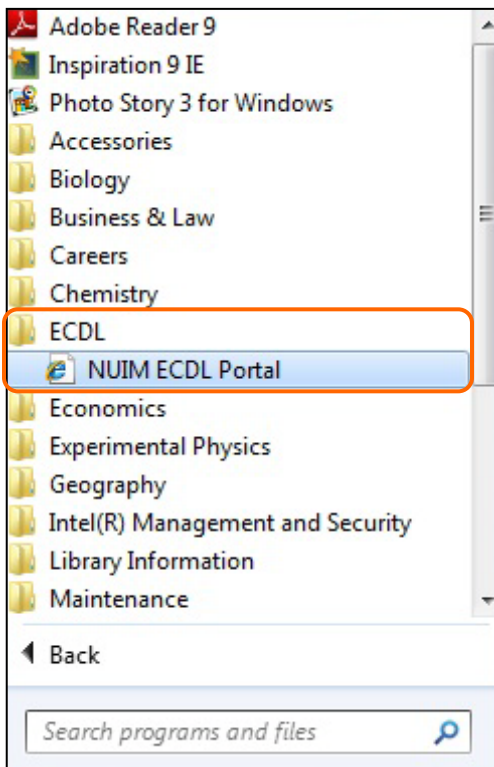
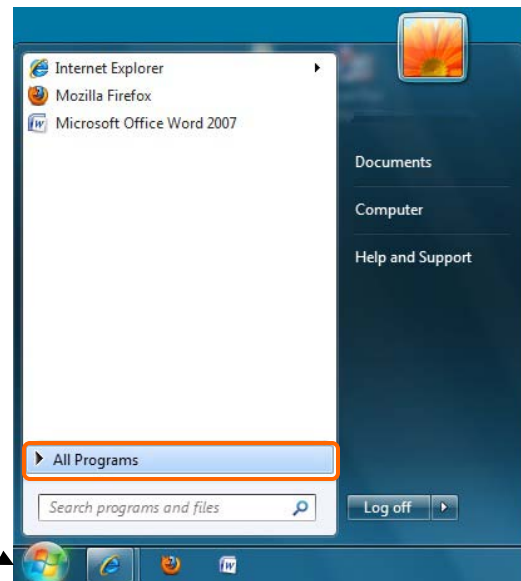
Accessing the ECDL portal: On and Off-campus

The NUIM ECDL Portal can be accessed on and off campus.

1. The ECDL portal is available on-campus through the Start menu of all **Public Access Computer Room (PACRs) PCs**.

- Log into any PC in any PAC room on-campus
- Select the **Start menu button** on the bottom left-hand side of your screen
- Select **All Programs**

Start menu icon



- Click on **ECDL**
- Select **NUIM ECDL Portal**

2. The portal can also be accessed on and off-campus through **Moodle** or the **Computer Centre web-pages**. To access the Computer Centre web-pages:

- Navigate to the **NUIM homepage** (www.nuim.ie).
- Click on **Services and Supports**



- Select **Computer Centre** from the menu on the right-hand side of the screen



- This will open the Computer Centre homepage (see below). From this homepage you can access the ECDL portal directly or also access additional ECDL information.

The screenshot shows the 'Faculties & Departments' page for the 'Computer Centre'. On the left is a vertical navigation menu with items such as 'Computer Centre Welcome', 'New Email & Calendar Service', 'Student Information', 'Staff Information', 'Webmail', 'Voice Systems', 'NUIM Wireless Network', 'News & Updates', 'Guidelines & Policies', 'Forms', 'Recommended Hardware', 'Available Software', 'Mailing Lists Information', 'ECDL Information', 'About Us', 'Virus Information', and 'Contact Us'. The 'ECDL Information' menu item is highlighted with an orange box. An arrow points from this box to a callout box on the left that says 'To access additional ECDL Information'. To the right of the menu, the main content area displays 'Computer Centre' and contact information: 'For General Queries please contact 3830' and 'For Technical Queries please contact 3388 or email: helpdesk@nuim.ie'. Below this is a section titled 'ECDL Information' containing a bulleted list: '• ECDL Portal', '• Important ECDL Exam Information - ECDL Office 2007 syllabus', '• Additional ECDL Information', and '• ECDL Information drop-in sessions'. The 'ECDL Portal' link in the list is also highlighted with an orange box.

3. Alternatively, copy and paste the following web address into your web-browser: <http://computercentre.nuim.ie/ecdl/portal.shtml>.

If you experience any problems while using or accessing the NUIM ECDL Portal, please e-mail ecdl@nuim.ie.