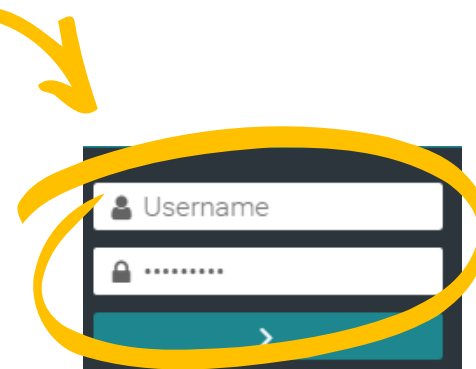


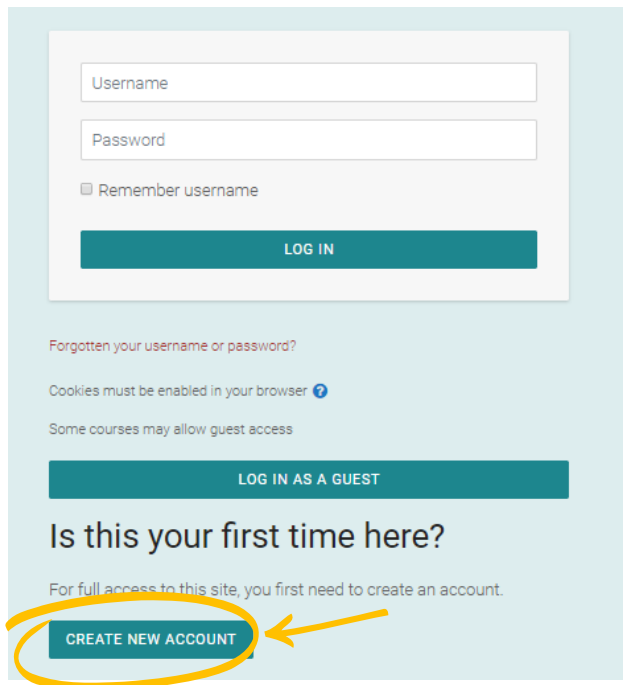
# E-learning Platform Technical Manual

## E-learning Platform

To view the products created for the **BlG project**, you need to register on CONFORM's "Erudire" e-learning platform at <http://www.erudire.it/> by logging in at the box in the top right hand corner as shown as follows:



## Create an account



Username

Password

☐ Remember username

LOG IN

[Forgotten your username or password?](#)

Cookies must be enabled in your browser ⓘ

Some courses may allow guest access

LOG IN AS A GUEST

Is this your first time here?

For full access to this site, you first need to create an account.

CREATE NEW ACCOUNT

**If you do not have access credentials**, you need to register, by clicking on «[create an account](#)» on the homepage of the platform

After you have clicked on «create an account» you need to follow the registration procedure available

## Create an account

Then complete the boxes with the information required

### Erudire

#### Age and location verification

What is ❗

your age?

In which ❗

country do Select a country

you live? ⬇

**PROCEED** **CANCEL**

There are required fields in this form marked ❗

#### Why is this required?

This information is required to determine if your age is over the digital age of consent. This is the age when an individual can consent to terms and conditions and their data being legally stored and processed.

### Erudire

*l'e-learning per aziende e privati*

#### New account

[Collapse all](#)

##### Choose your username and password

Username ❗  ❗

- Missing username

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 \*, -, or #

Password ❗  ❗

- Missing password

##### More details

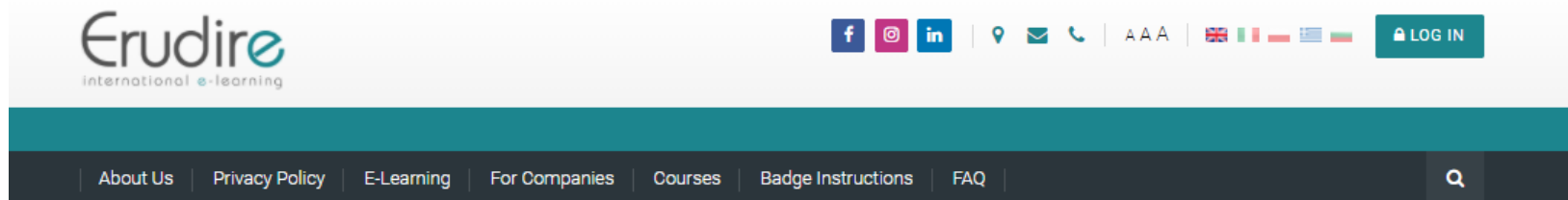
## Create an account

Please bear in mind to:

- ✓ Complete the "New account" form with the data requested.
- ✓ An email will be sent to the address you provided
- ✓ If you do not receive the email, [please check your spam folder before contacting us](#)
- ✓ Read the email and click on the link contained in the message
- ✓ After confirming your account, you will be authenticated by the system
- ✓ Once authenticated, you will be able to choose which course to register for
- ✓ When you reset the password, please remember that the link received by email is valide only for 30 minutes

## Choice of language

To choose the navigation language, all you need to do is select it from the menu bar.



## Access to audio-visual products

After having logged in with the credentials you have or those you have created, you need to click on the «enter» tab of the «International Projects» course category in the homepage of the platform and choose «BIG»



### BIG

The **BIG project** aims to increase the **digital, international, business and financial management skills** of 80 workers of small companies in Italy, Spain, Slovenia, Greece and Poland functional to define a correct and sustainable planning of digital, international company projection.

For this purpose, partners will co-elaborate a European, blended training supply which is innovative and in line with the needs of workers and companies to improve their development opportunities in the globalized economy.

The **OER** (Open Education Resources) on the basis of the training programme are referring to 5 macro areas: **Digital Business Promotion** and **User Experience, eCommerce** and International Marketplace; **SEO** (Search Engine Optimisation) and **SEM** (Search Engine Marketing); **Digital PR** in the global market, **Conversational Marketing**.

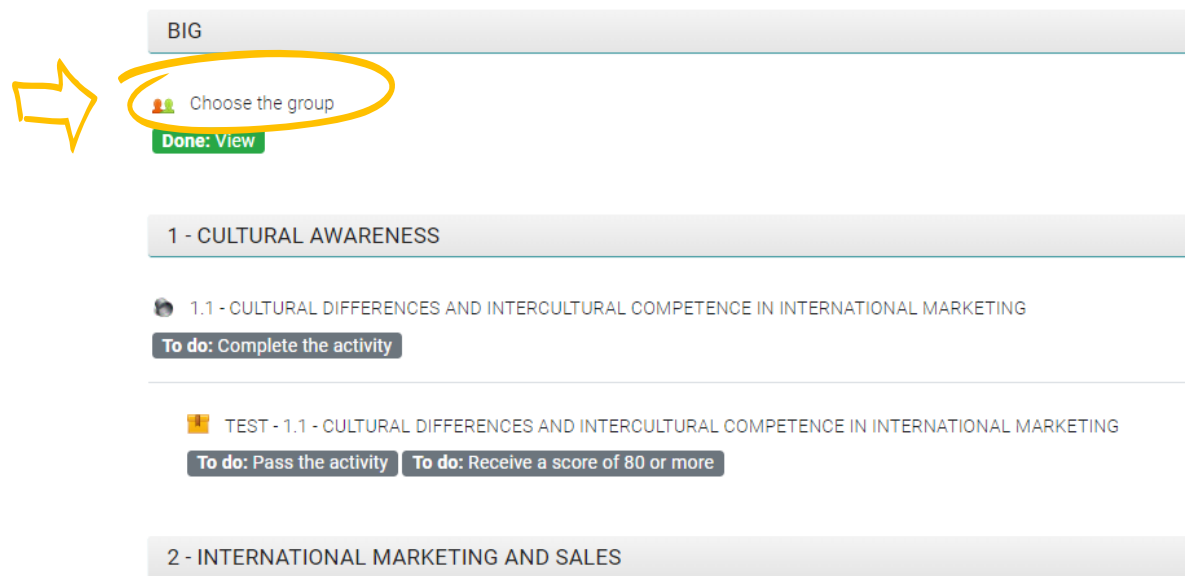
ENTER THIS COURSE



Then click on «Enter this course»

## Access to audio-visual products

To access the products, you **have to choose the group first**



The screenshot displays the ERUDIRE platform interface. At the top, a grey bar contains the text 'BIG'. Below this, a yellow arrow points to a button labeled 'Choose the group' with a group of people icon. A green button labeled 'Done: View' is positioned below the 'Choose the group' button. The main content area shows a list of products. The first product is '1 - CULTURAL AWARENESS', which includes a sub-item '1.1 - CULTURAL DIFFERENCES AND INTERCULTURAL COMPETENCE IN INTERNATIONAL MARKETING'. Below this sub-item, there are two buttons: 'To do: Complete the activity' and 'To do: Pass the activity'. The second product is '2 - INTERNATIONAL MARKETING AND SALES'.

BIG

Choose the group

Done: View

1 - CULTURAL AWARENESS

1.1 - CULTURAL DIFFERENCES AND INTERCULTURAL COMPETENCE IN INTERNATIONAL MARKETING

To do: Complete the activity

TEST - 1.1 - CULTURAL DIFFERENCES AND INTERCULTURAL COMPETENCE IN INTERNATIONAL MARKETING

To do: Pass the activity To do: Receive a score of 80 or more

2 - INTERNATIONAL MARKETING AND SALES



## Access to audio-visual products

To do this, please click on the sentence “Choose the group” highlighted in red and flag the right box



### Choose the group

Visualizzare

Gruppi separati Tutti i partecipanti ▾

Please choose your group in order to access the course resources

After choosing, [click here](#) to return to the list of contents.

Scelta	gruppo	Membr
<input type="radio"/>	EN - English	0
<input type="radio"/>	ES - Español	0
<input type="radio"/>	PT - Português	0
<input type="radio"/>	IT - Italiano	2
<input type="radio"/>	CZ - Český	0

## Access to audio-visual products

Now clicking on “[click here](#)” you can return to the list of training materials contained in the BIG course.

### Choose the group

Your choice has been saved



Separate groups: IT - ITALY

Please choose your group in order to access the course resources

After choosing, [click here](#) to return to the list of contents.

Your selection: IT - ITALY



## Access to audio-visual products

Now clicking on “[click here](#)” you can return to the list of training materials contained in the BIG course.

### Choose the group

Your choice has been saved



Separate groups: IT - ITALY

Please choose your group in order to access the course resources

After choosing, [click here](#) to return to the list of contents.

Your selection: IT - ITALY



## Access to audio-visual products

At this point, you can choose the products created in English and subtitled in Italian, Spanish, Polish, Slovenian and Greek



Choose the group

Done: View

### MODULE 1: PRINCIPLE OF ECO-DESIGN - EN

**Restricted** Not available unless: You belong to any group

Introduction

Done: View

Methodological Guide

Done: View

Didactic Unit 1: Change mode

Done: View

TEST - 1.1 - Change Mode

To do: Pass the activity To do: Receive a score of 80 or more

**Restricted** Not available unless:

- You belong to any group
- The activity **Didactic Unit 1: Change mode** is marked complete

Entering the course, all you do is **click on the icons** of the unit you would like to see.

# Badge Platform Manual

## Open Badges

Open Badges are **visual tokens** of achievement, affiliation, authorization, or other trust relationship sharable across the web.

Open Badges **represent a more detailed picture than a CV** or résumé as they can be presented in ever-changing combinations, creating a constantly evolving picture of a person's lifelong learning.

Open Badges are **digital credential systems** that adopt the OBI - Open Badges Infrastructure standard and apply the blockchain in line with the IMS Global Standard, as a tool to represent, understand (both human and machine), **verifiability, traceability, sharing, portability and recognition of the results or skills achieved** by a learner even in **non-formal contexts** (e-learning and WBL)



# Open Badges

The screenshot displays the 'Open Badges' interface. At the top, there is a 'Course dashboard' button with a gear icon. Below this, the main content area is divided into sections. The first section is 'BIG', followed by a 'Choose the group' prompt with a 'Done: View' button. The next section is '1 - CULTURAL AWARENESS', which contains a sub-section '1.1 - CULTURAL DIFFERENCES AND INTERCULTURAL COMPETENCE IN INTERNATIONAL MARKETING'. This sub-section has a 'To do: Complete the activity' button. Below this, there is a 'TEST - 1.1 - CULTURAL DIFFERENCES AND INTERCULTURAL COMPETENCE IN INTERNATIONAL MARKETING' section with two 'To do' buttons: 'To do: Pass the activity' and 'To do: Receive a score of 80 or more'. The final section is '2 - INTERNATIONAL MARKETING AND SALES'. On the right side, there is a 'Navigation' panel with a list of items: 'Home', 'Dashboard', 'Site pages', 'My courses', 'smart', 'modisto', 'big', 'Participants', 'Badges', 'Competencies', 'Grades', 'BIG', '1 - CULTURAL AWARENESS', '2 - INTERNATIONAL MARKETING AND SALES', and '3 - INTERNATIONAL'. The 'Badges' item is highlighted with a yellow circle and a yellow arrow pointing to it.

Course dashboard

BIG

Choose the group

Done: View

1 - CULTURAL AWARENESS

1.1 - CULTURAL DIFFERENCES AND INTERCULTURAL COMPETENCE IN INTERNATIONAL MARKETING

To do: Complete the activity

TEST - 1.1 - CULTURAL DIFFERENCES AND INTERCULTURAL COMPETENCE IN INTERNATIONAL MARKETING

To do: Pass the activity To do: Receive a score of 80 or more

2 - INTERNATIONAL MARKETING AND SALES

Navigation


- Home
- Dashboard
- Site pages
- My courses
  - smart
  - modisto
- big
  - Participants
  - Badges
  - Competencies
- Grades
- BIG
- 1 - CULTURAL AWARENESS
- 2 - INTERNATIONAL MARKETING AND SALES
- 3 - INTERNATIONAL

To access the Open Badges pages click on "Badges" on the navigation panel on the right

## Open Badges

### BIG: Badges

Number of badges available: 1

Image	Name ▲	Description	Criteria	Issued to me ▲ ▼
	BIG	This badge is awarded to people who successfully complete the Course for Digital and International Business Management Expert developed by the 'BIG - Businesses' International Growth' Erasmus+ project partnership. The expert has the digital and international business management skills for a correct and sustainable planning of the international digital projection of companies. Further information is available at <a href="https://www.businessesinternationalgrowth.eu/">https://www.businessesinternationalgrowth.eu/</a>	<p>Participants have successfully completed the final tests for the modules.</p> <p>Users are awarded this badge when they complete the following requirement:</p> <ul style="list-style-type: none"> <li>• <b>ALL</b> of the following activities are completed:             <ul style="list-style-type: none"> <li>◦ <b>"SCORM package - TEST - 1.1 - CULTURAL DIFFERENCES AND INTERCULTURAL COMPETENCE IN</b></li> </ul> </li> </ul>	

Once you access the Open Badges page you can see all the “Badges” available for the course.

If you **pass all the tests** at the end of each unit you will **receive the BIG badge**

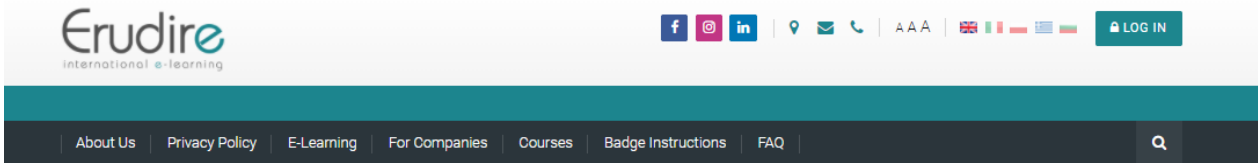


## Badges Registration Instructions

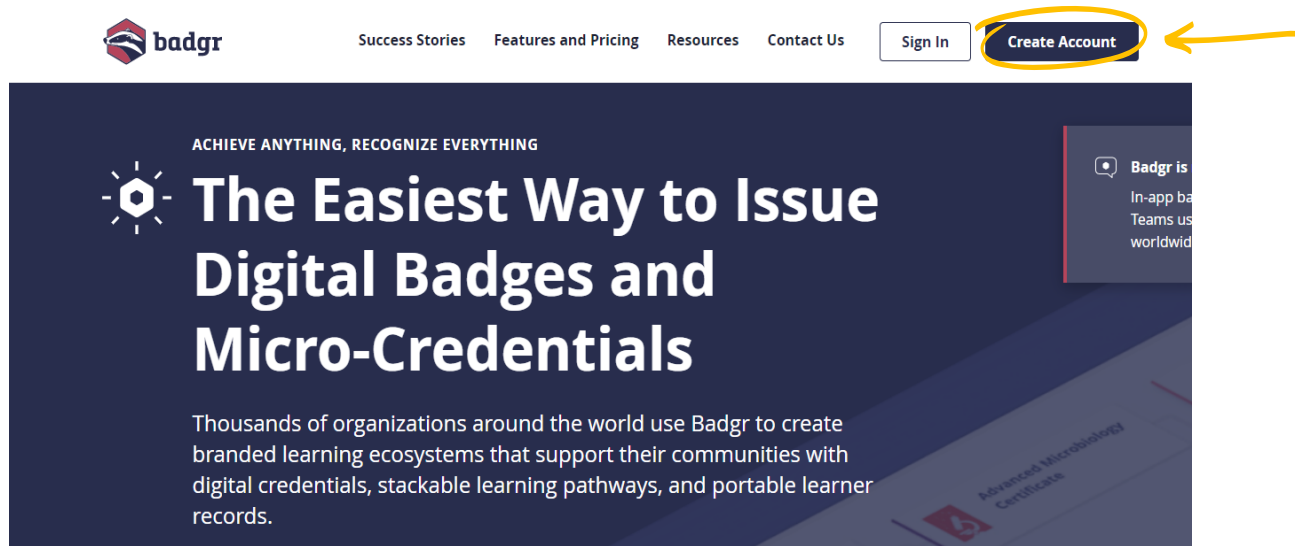
In this manual you can also find [the instructions to include the badge earned on the Erudire platform in an online backpack](#) that collects and organises digital badges and credentials.

CONFORM have linked Erudire platform to the [badgr platform \(https://badgr.com/\)](https://badgr.com/) used by thousands of organizations around the world to create branded learning ecosystems that support their communities with digital credentials, stackable learning pathways, and portable learner records.

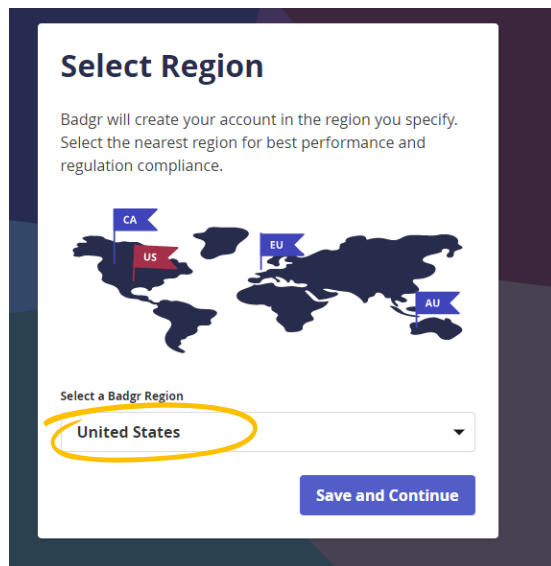
To see more click here



First of all, you need to [register to badgr platform](#) clicking on “create an account”



and then **select the region** “United States”  
(this is a bug of the platform. It works only if  
you choose this region)



**Select Region**

Badgr will create your account in the region you specify. Select the nearest region for best performance and regulation compliance.

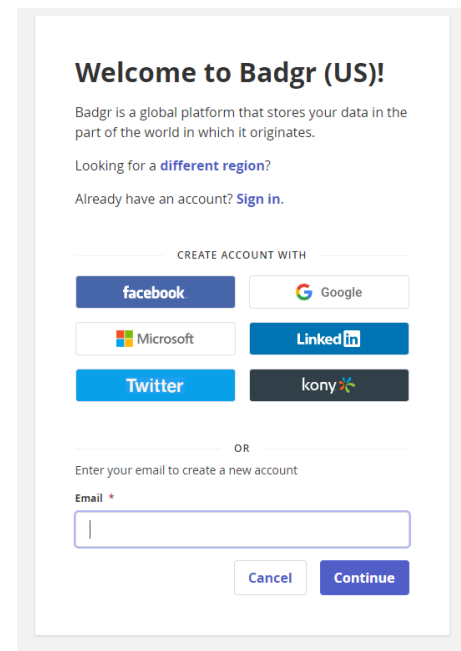
Map showing regions: CA, US, EU, AU.

Select a Badgr Region

**United States**

Save and Continue

and continue the registration



**Welcome to Badgr (US)!**

Badgr is a global platform that stores your data in the part of the world in which it originates.

Looking for a **different region**?

Already have an account? [Sign in](#).

CREATE ACCOUNT WITH

facebook Google

Microsoft LinkedIn

Twitter kony

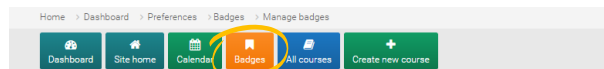
OR

Enter your email to create a new account

Email \*

Cancel Continue

Once the registration has been completed, you can set your backpack on Erudire platform clicking on the bottom “badges” of the top menu bar



### My badges from Erudire web site

To share these badges outside this web site you need to connect to a backpack.

Number of badges earned: 1

Search by name

SEARCH

CLEAR



DOWNLOAD ALL

### My badges from other web sites

To display external badges you need to connect to a backpack.

CHANGE BACKPACK SETTINGS

and then on “Change backpack settings”



Now you have to include your email address and password  
(click on the pen to edit the box) and click on “connect to backpack”

## Backpack settings



-

Backpack connection


Backpack URL	https://badgr.io
Status	Not connected
Email address	<div><div>!</div><div>?</div><input type="text"/></div>
Password	<div>Click to enter text  </div>

CONNECT TO BACKPACK

There are required fields in this form marked !.



An email will be sent to **activate the backpack connection**  
*(please remember to check your spam box and follow the instructions)*

A verification email has been sent to [redacted] Click on the verification link in the email to activate your Backpack connection. 

## Backpack settings

-	Backpack connection
Status	Verification pending
Email address	[redacted]

[RESEND VERIFICATION EMAIL](#) [CONNECT USING A DIFFERENT EMAIL ADDRESS](#)

After verifying the email, the backpack will be connected to the Erudire platform.

Thanks for verifying your email address. You are now connected to your backpack.



## Backpack settings

▼ Collapse all

-

Backpack connection

URL

https://badgr.io

Status

Connected

Email address

?

DISCONNECT

-

Badge import settings

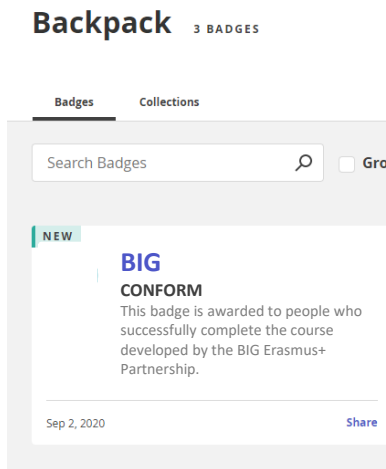
There are no public collections of badges available in your backpack.

Only public collections are shown. Visit your backpack to create some public collections.

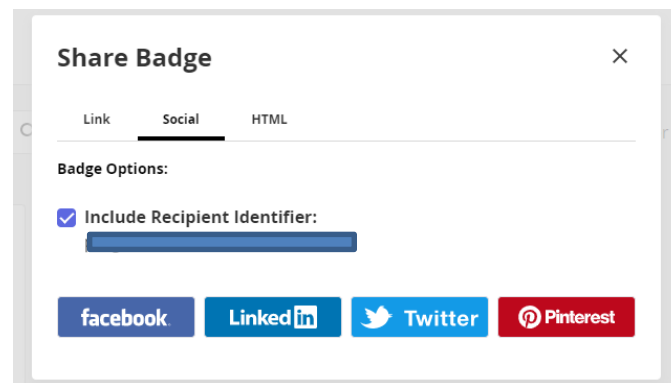
SAVE CHANGES

CANCEL

Now you can find the badge earned in  
your online backpack



and share it wherever you want





# Student Progress Monitoring

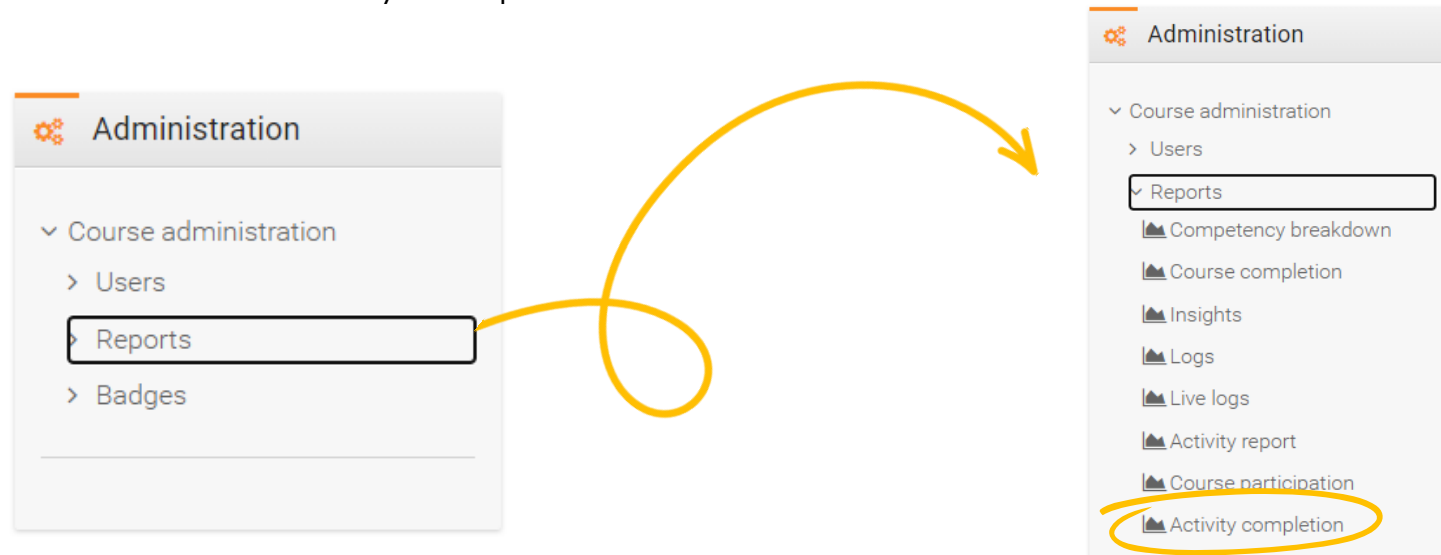
## Monitoring participants' progress

Partners responsible for monitoring participant progress that are **already registered in the e-learning platform ERUDIRE and enrolled in one of the groups available**, prior communication to CONFORM of their name, surname and email address, **will be made “teachers” of the group** where they are enrolled.

In this way, they will be able to monitor the progress of training of the participants enrolled in the same group at any time: i.e. if students have completed or not completed the training pills, if students have passed or not passed the tests, etc.

## Monitoring participants' progress

Please click on the “reports” tab in the “Administration” panel, as shown in the screenshot, and then on “Activity Completion”



## Monitoring participants' progress

Now clicking on the “activity completion” tab, you can see the evaluation of the group of users called “ITALY”.

In particular, you can see if students have completed any activities included in the BIG Course.

Separate groups: IT - ITALY

First name All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

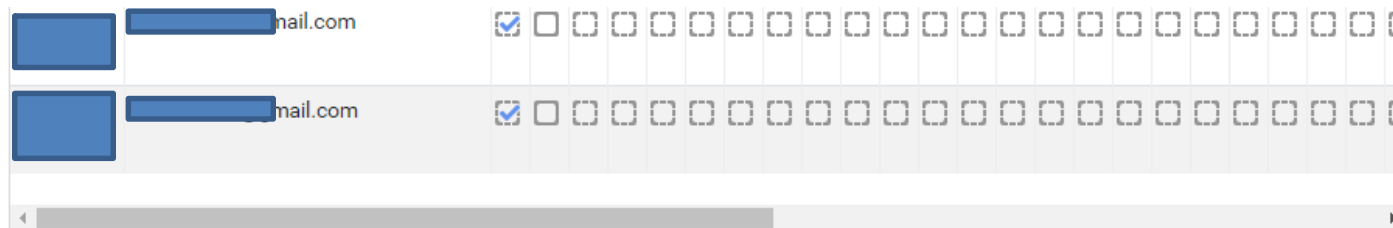
Surname All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z



Page: 1 2 (Next)

First name /	Surname	Email address	Choose the group	EVALUATION QUESTIONNAIRE	1.1 - Introduction to ...	A1.1 - 1 - Design thinking ...	A1.1 - 2 - Design thinking ...	1.2 - How to stimulate ...	1.3 - Methodologies for ...	1.4 - Idea selection and ...	1.5 - Understanding Rapid ...	A1.5 - 1 - Rapid ...	1.6 - How to lead and ...	1.7 - FINAL TEST - DESIGN ...	2.1 - Introduction To ...	2.2 - Innovation As A ...	A2.2 - 1 - Company cases	2.3 - FINAL TEST - ...	3.1 - Technology And ...	3.2 - Market Observatory	3.3 - Brand And Brand ...	3.4 - Life Cycle Of A Product	3.5 - Strategic Perspective	A3.5 - 1 - Strategic ...	3.6 - FINAL TEST - DESIGN, ...
[Redacted]	[Redacted]	[Redacted]@gmail.com			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
[Redacted]	[Redacted]	[Redacted]@gmail.com			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
[Redacted]	[Redacted]	[Redacted]@gmail.com			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Monitoring participants' progress

At the end of the page, you can also download an excel file with all the results.



	mail.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	mail.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Download in spreadsheet format (UTF-8 .csv)

Download in Excel-compatible format (.csv)

## Monitoring participants' progress

Moreover, if you click on the “grades” tab in the navigation panel, you can see test details, that are the scores obtained by the students.

### Grader report

View Setup Export

Grader report Grade history Outcomes report Overview report User report

Separate groups: IT - ITALY

IT - ITALY: 29/29

First name All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Surname All A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

**Navigation**

- Home
- Dashboard
- Site pages
- My courses
  - eqwood
    - Participants
    - Badges
    - ☒ Competencies
    - Grades**
    - General
  - 1. DESIGN THINKING

			EQ-WOOD		
First name / Surname		Email address	4.1.1 - TEST - 1 - BASICS O	2.3 - FINAL TEST - INNOVA	4.1.2 - TEST - 2 - BASICS O
		@gmail.com	-Q	-Q	-Q
		@gmail.com	40.00Q	-Q	26.00Q
		@gmail.com	60.00Q	-Q	0.00Q
		@gmail.com	100.00Q	-Q	48.00Q
		@gmail.com	-Q	-Q	-Q

## Monitoring participants' progress

To obtain details of an individual participant all you need to do is click on the icon in the column between "Name" and "e-mail address". The following screen then appears.

You can also send a private message.  
The addressee will receive an e-mail in the same way as social media work.

The screenshot shows a user profile interface. At the top, there is a profile picture placeholder and a blue bar with a 'MESSAGE' button (circled in yellow) and an 'ADD TO CONTACTS' button. Below this is a navigation bar with 'View' (circled in yellow), 'Setup', and 'Export' tabs. Underneath is another row of tabs: 'Grader report', 'Grade history', 'Outcomes report', 'Overview report', and 'User report' (circled in yellow). Below the tabs, there are filters: 'Separate groups: IT - ITALY' and a dropdown for 'Select all or one user'. A 'View report as' dropdown is set to 'User'. The main content area displays a table of grade items.

Grade item	Calculated weight	Grade	Range	Percentage	Feedback	Contribution to course total
<b>EQ-WOOD</b>						
4.1.1 - TEST - 1 - BASICS OF PROJECT MANAGEMENT ( Empty )	0.00 %	-	0-100	-		0.00 %
2.3 - FINAL TEST - INNOVATION MANAGEMENT ( Empty )	0.00 %	-	0-100	-		0.00 %
4.1.2 - TEST - 2 - BASICS OF PROJECT MANAGEMENT ( Empty )	0.00 %	-	0-100	-		0.00 %