

2017 KIRD E-Learning Course Guide

2017. 3



KIRD

E-Learning Course Guide

- This guide was designed to help foreign researchers who use the KIRD E-Learning web site.
- This guide explains how to create an account, apply for a course, study the material, and earn a certificate.



Index

01	Main page features	03 Page
02	Sign up	04 Page
03	Apply for a course	11 Page
04	Study	14 Page
05	Certificate	16 Page



2017 KIRD E-Learning Course Guide

01

KIRD E-Learning PORTAL MAIN PAGE FEATURES

* E-Learning PORTAL SITE: <http://e.kird.re.kr>



You can choose to use KIRD E-Learning in English.



Log in here to create an account, find your ID, and input your password.



This menu is where you search courses and enroll.



Help Service Center

- Tel: 1588-5834

- Email: e-kird@kird.re.kr

2017 KIRD E-Learning Course Guide

02

Sign Up

**STEP 1**

This is the first step to join us.

**STEP 2**

You can check the policy terms related to the agreement about how we collect and use personal information. Personal information will be used only to improve our services.

**STEP 3**

To sign up as a member, a verification procedure is required. This step is to ensure that a sign-up process is being made by you and not by a stranger.

You can choose one of two options to protect your identity (verification via mobile phone or I-Pin).

**STEP 4**

Fill out your information (e.g., ID, password, name, birthday, affiliation, and researcher registration number).

**STEP 5**

Your sign-up process is completed.

If you have any difficulty in signing up, please email us (e-kird@kird.re.kr) to help complete your registration.

2017 KIRD E-Learning Course Guide

02 Sign Up

- If you click **가입하기** button, you can continue sign-up process.



- You can check the policy terms related to the agreement about how we collect and use personal information. Personal information will be used only to improve our services.
 - After reviewing, please click the boxes and press **확인** button.
 - This step confirms that you agree with our policy terms.



02 Sign Up

- To sign up as a member, a verification procedure is required.
- This step is to ensure that a sign-up process is being made by you and not by a stranger.
- You can choose one of two options to protect your identity (verification via mobile phone or I-Pin).
 - First : via mobile phone, Second : via I-Pin

KIRD 국가과학기술인력개발원

통합교육 이리님 고객센터 정부3.0 KIRD소개 클린KIRD

회원가입 -회원구분

회원으로 가입하셔서 기관과 이리님이 더 많은 서비스를 이용해보세요.

STEP1 회원가입 STEP2 이용약관 및 개인정보인증 STEP3 본인확인 STEP4 정보입력 STEP5 회원가입완료

Mobile phone I-Pin

휴대폰 인증 (선택) / 아이핀(I-Pin) (선택)

* 휴대전화 인증으로 실명 확인을 진행하려면 [확인] 을 선택하세요.

> KIRD는 개인정보처리방침 제23조에 따라 회원 가입시에는 주민등록번호를 수집하지 않습니다.

> 휴대전화 인증은 가입하시는 분 명의의 휴대전화로만 인증이 가능합니다. (14세 미만 가입)

> 휴대전화 명의가 본인인 경우 휴대전화 인증이 아닌 휴대폰 아이디 인증을 이용하실 수 있습니다.

> 휴대전화 인증이 안될 경우 고객센터 FAQ를 확인 하시고 초회 휴대전화 인증이 되지 않을 시 (1577-1006)로 문의하시기 바랍니다.

확인 취소

- If you choose the first option, you have to select your telecommunication service company (e.g., SKT, KT, LG, etc.) from the popup window.

본인확인서비스(통신사 선택) | Siren24(SCI평가정보)

https://pcc.siren24.com 본인확인서비스(통신사 선택) | Siren24

SCI 평가정보

이용 중인 통신사를 선택하세요.

SK telecom kt

SKT KT

LGU+ 알뜰폰

LGU+ 알뜰폰

* 알뜰폰이란?
이동통신사(SKT,KT,LGU+)의 통신망을 임대하여 별도의 휴대전화 서비스(MVNO)를 제공하는 사업자를 말합니다.

02 Sign Up

- When the fill out process is completed, press the confirmation button.

The screenshot shows the '휴대폰본인확인(문자)' (Mobile Phone Self-Verification (Text)) step of the sign-up process. The form includes fields for name, birthday, gender, and cellphone number, followed by a security number verification step. At the bottom, there are four checkboxes for terms of service and two buttons: '취소' (Cancel) and '확인' (Confirm).

Annotations:

- 이름** (Name): Fill out your name.
- 생년월일** (Birthday): Fill out your birthday.
- 내국** (Domestic): If you are a foreigner, Choose "외국인" option.
- 남** (Male) / **여** (Female): Choose your gender.
- 휴대폰번호** (Cellphone Number): Fill out your cellphone number. Without "-".
- 보안숫자 입력** (Security Number Input): Enter the number at the left side.
- 약관동의** (Terms of Service): You have to click the last four boxes to proceed with the verification service. This process means that you agree to draw a comparison between your information joined to the telecommunication service and the information above.
- 취소** (Cancel): Cancel
- 확인** (Confirm): Confirm

02 Sign Up

- You will receive a message which includes a verification number.
- Fill out the verification number on the box on a popup window, and then press the confirm button.

← 1577-1006

2017/04/10(월)

[SCI평가정보]본인인증번호는
985340입니다.정확히 입력해주세요.
15:45

간편본인확인 (앱) 휴대폰 본인확인(문자)

인증번호 → **985340** 2분 48초 재전송
시간연장

• 3분 이내로 인증번호(6자리)를 입력해 주세요
• 입력시간 초과시 "재전송" 버튼을 눌러주세요

확인

Resend

Extend the time

Confirm

02 Sign Up

- Fill out the form below, and continue the sign-up process.
- If you have any questions, Please email us(e-kird@kird.re.kr)

ID 아이디 *

Password 비밀번호 *

Password Confirm 비밀번호 확인 *

Name 이름 *

Birthday 생년월일 *

Gender 성별 *

Affiliation 기관명 *

Position 직위 *

Duty Field 직무분야 *

E-mail 이메일 *

Male/Female

This button is to check whether your ID is already in use.

This button is to search for your affiliation.

Researcher Registration Number



This button is to check whether your ID is already in use.



This button is to search for your affiliation.



Position

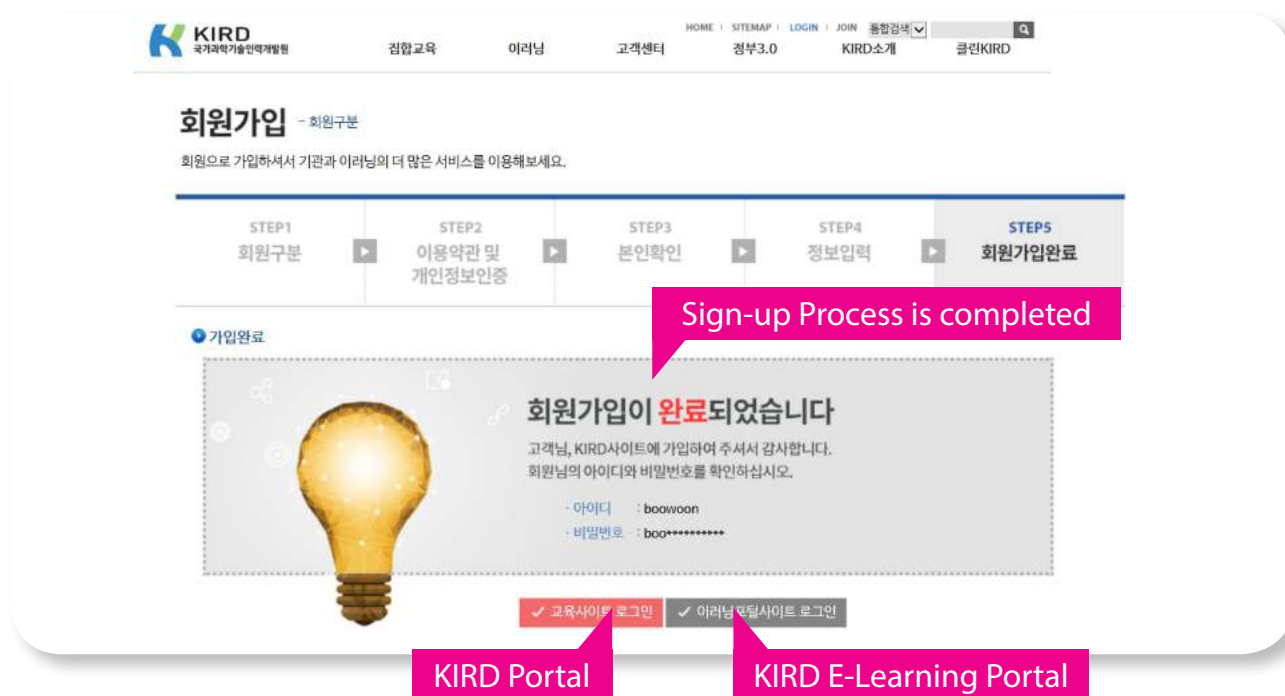
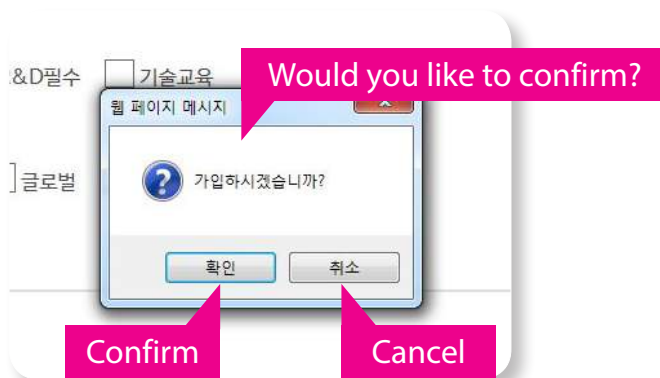
선택	Selection
연구원	Researcher
선임연구원	Senior researcher
책임연구원 이상	Principal researcher
사원/대리	Employee/Deputy
과장/차장	Section chief/Deputy head of department
부장이상	Head of department (or more)
대학생	Undergraduate student
대학원생	Graduate student
교수	Professor
없음	Not applicable



Duty Field

선택	Selection
연구개발	Research development
연구행정	Research administration
없음	Not applicable

02 Sign Up



Welcome to join us!

From now on, you can participate in E-Learning contents served by KIRD.

Let's go KIRD E-Learning(<http://e.kird.re.kr>)

2017 KIRD E-Learning Course Guide

03

Apply for a course

KIRD E-Learning

Education Introduction Educational Courses Knowledge Customer service center My Page

Educational Courses

Home > Educational Courses

> Course Recommendations View e-Learning courses at a glance

The Entire R&D Essential R&D Professional

Customized Course Recommendations

Certificate of Completion Issuance

Inquire by Phone 1588-5834 Weekdays 9 AM ~ 6 PM (Close on weekends and holidays)

Recent lectures

Name of Course	Application Period	Education Period	Education Hours	mobile	Preview	Register for courses
Research ethics course for researcher (Natural Science & Engineering)	2017-03-01 - 2017-12-31	Ordinary	2	Mobile support	Preview	Register
Research ethics course for researcher (Liberal Arts & Social Sciences)	2017-03-01 - 2017-12-31	Ordinary	2	Mobile support	Preview	Register

Total 15 Posts List

Register course

KIRD Certification

Dedicated Homepage for Ethical Education

Call Center (1588-5834)

TOP



If you click this menu, you will see the above screen.



You can search for the name of the course that you wish to study.

ex) For example, you can enter the phrase the “research ethics”

and press the **검색** (**Search**) button, searched results will be listed below.

2017 KIRD E-Learning Course Guide

03 Apply for a course

3

If you click the name of the course or **Register** button, You can get more information about the course and enroll.

The screenshot shows the KIRD E-Learning portal. The 'Educational Courses' section is active. A table lists available courses. The course 'Research ethics course for researcher (Natural Science & Engineering)' is highlighted with a pink box. To its right, the 'Register' button is also highlighted with a pink box. A pink arrow with the number 3 points to the 'Register' button.

Name of Course	Application Period	Education Period	Education Hours	mobile	Preview	Register for courses
Research ethics course for researcher (Natural Science & Engineering)	2017-03-01 ~ 2017-12-31	Ordinary	2	Mobile support	Preview	Register

4

If you click **Register for courses** button, you can apply for a course.

The screenshot shows the 'Apply for Educational Courses' window. The course 'Research ethics course for researcher (Natural Science & Engineering)' is selected. The 'Register for courses' button is highlighted with a pink box. A pink arrow with the number 4 points to the 'Register for courses' button.

Ethics for principal Researchers

Research ethics course for researcher (Natural Science & Engineering)

Preview Add to Favorites Print

- Education Period and Times: 2017-03-01 ~ 2017-12-31 (2 hours)
- Application Period: 2017-03-01 ~ 2017-12-31
- Tuition: 0 won
- Employment Insurance Refund Status: Reserved

Course Introduction

- Educational Goals**
 - You can enhance research ethics and foster a responsible research culture.
 - The research misconduct and inappropriate behavior can be prevented in advance.
- Education Target**
 - The research manager who has been joined in "Academic Research Capacity Enhancement" program
- Features and Anticipated Outcomes of Education**
 - Customized education contents considering academic fields are being offered
 - Education should be completed within 3month after research agreement
- Course Completion Criteria**

Evaluated Items	Rate of Progress(%)	Evaluation (Score)	Project (Score)
Course Completion Criteria	90	0	0

Learner Statistics

Research Industry

03 Apply for a course

5

This is the final step to apply for a course.

Fill out your information, and click **Register for courses** button.

교육수강 신청

> Education information

Course Code / Course Name	7958 / Research ethics course for researcher(Natural Science & Engineering)
Education Period	2017-03-01 ~ 2017-12-31 (2 hours)
Tuition	0 won
Education Enrollment Cap	0 person
Employment Insurance	국민연금

> Education applicant information

(※ Please revise your personal information if there are any changes from the information provided in your education application.)

Name / ID	
Contact Information	010-0000-0000 (ex. 010-0000-0000)
E-mail	<input type="text"/> @ <input type="text"/> Input your own response <input type="checkbox"/> hanmail.net
Name of Institution	소속기관 <input type="text"/> Search
Address	<input type="text"/> Find Postal Code <input type="text"/>
Job position	기타 <input type="text"/>
Job description	직무 <input type="text"/>
Consent to transfer personal information	<input type="checkbox"/> Consent to the usage and entrustment of personal information [Guide]

6

Press "Yes" to complete the enrollment process.

If you move to "My Page", you can study the course you selected.

e.kird.re.kr 내용:

Are you sure you want to register for courses?

☐ 다시보지 않기

Yes

교육수강 신청 완료

Enrollment is completed.

> 수강신청이 완료되었습니다.

Go to "My Page"

Close

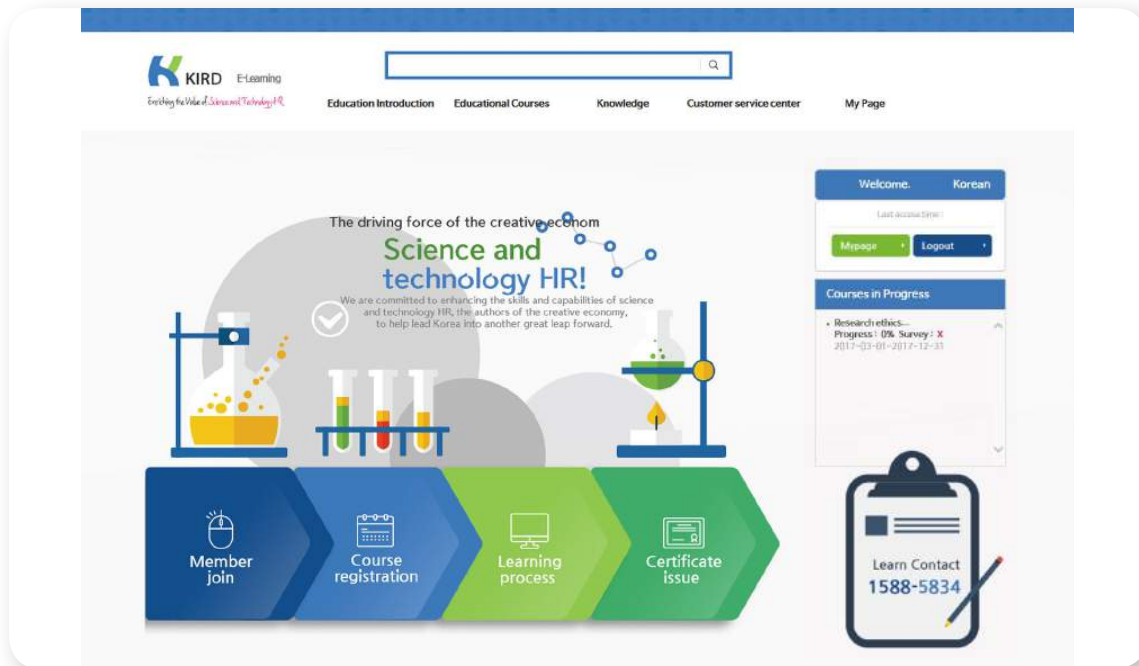
2017 KIRD E-Learning Course Guide

04

Study

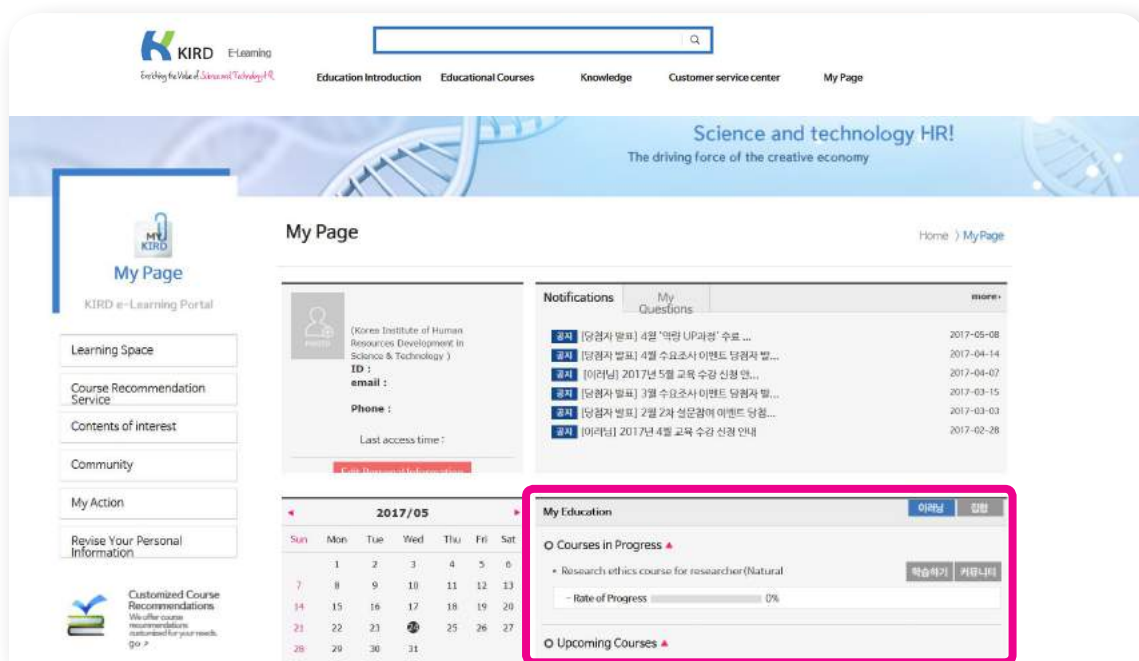


Press the my page button.



You can see a list of the courses you selected.

(When a course is complete you can print a certificate or modify personal information in "My Page")



2017 KIRD E-Learning Course Guide

04 Study

3 If you click the **학습하기** button, you will see a new popup window for learning.

The screenshot shows the KIRD E-Learning portal. The 'My Page' section is visible, containing a user profile, a calendar for May 2017, and a 'My Education' section. In the 'My Education' section, under 'Courses in Progress', there is a course titled 'Research ethics course for researcher(Natural)'. A red box highlights the '학습하기' (Learn) button next to this course. A red arrow with the number 3 points to this button.

4 Press the "Participate In" button, and start a learning process.

The screenshot shows the 'Participate in Learning' popup window. It displays a table of courses and sections. A red box highlights the 'Participate in Learning' button in the 'Number' column of the table. A red arrow with the number 4 points to this button.

Number	Title	Learning Hours (sec.)	Total Number of Pages	Date/Time of First Learning	Date/Time of Final Learning	Number of Learning Sessions
1	Researcher's Social Responsibility	00:21:39	12	-	-	Participate in Learning
1-1	subject intro	00:00:01	1	-	-	Participate in Learning
1-2	chapter intro	00:00:01	1	-	-	Participate in Learning
1-3	Researcher's dilemma	00:03:17	1	-	-	Participate in Learning
1-4	1. Importance of Social Responsibility	00:03:40	1	-	-	Participate in Learning
1-5	2. Types of Social responsibilities(1)	00:01:52	1	-	-	Participate in Learning
1-6	2. Types of Social responsibilities(2)	00:03:53	1	-	-	Participate in Learning
1-7	2. Types of Social responsibilities(3)	00:02:04	1	-	-	Participate in Learning
1-8	2. Types of Social responsibilities(4)	00:03:04	1	-	-	Participate in Learning
1-9	2. Types of Social responsibilities(5)	00:02:53	1	-	-	Participate in Learning
1-10	2. Types of Social responsibilities(6)	00:00:32	1	-	-	Participate in Learning
1-11	Quiz	00:00:05	1	-	-	Participate in Learning
1-12	Core transfer	00:00:17	1	-	-	Participate in Learning
2	Ethics of Research Procedure	00:22:09	11	-	-	Participate in Learning
2-1	chapter intro	00:00:01	1	-	-	Participate in Learning
2-2	Researcher's dilemma	00:03:49	1	-	-	Participate in Learning
2-3	1. Understanding research ethics(1)	00:01:25	1	-	-	Participate in Learning
2-4	1. Understanding research ethics(2)	00:03:19	1	-	-	Participate in Learning

2017 KIRD E-Learning Course Guide

05

Certificate



Press the "My Page" button. You can see the **수료증발급** button on the **Completed Courses** tab.

The screenshot shows the 'My Page' interface of the KIRD E-Learning portal. The top navigation bar includes 'My Page', which is highlighted by a hand cursor. The main content area is divided into sections: 'My Page' (left sidebar), 'My Education' (main content), and 'Notifications' (right sidebar). In the 'My Education' section, the 'Completed Courses' tab is selected, and a hand cursor points to the '수료증발급' (Certificate Issuance) button.



If you click **수료증발급** button, you can see a new popup window for printing a certificate.

The screenshot shows a 'Certificate of Completion' popup window. The certificate is issued by the Korea Institute of Human Resources Development in Science & Technology (KIRD) to a researcher named '김민준' (Kim Minjun) for completing the '2017 KIRD E-Learning Course'. The validity period is from 2016.05.04 to 2019.05.04 (3 years). The certificate is dated April 13, 2017.