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# **GUIDE**

**-pour la plateforme en ligne-**

## **Instructions sur la manière de s'inscrire et de se connecter**

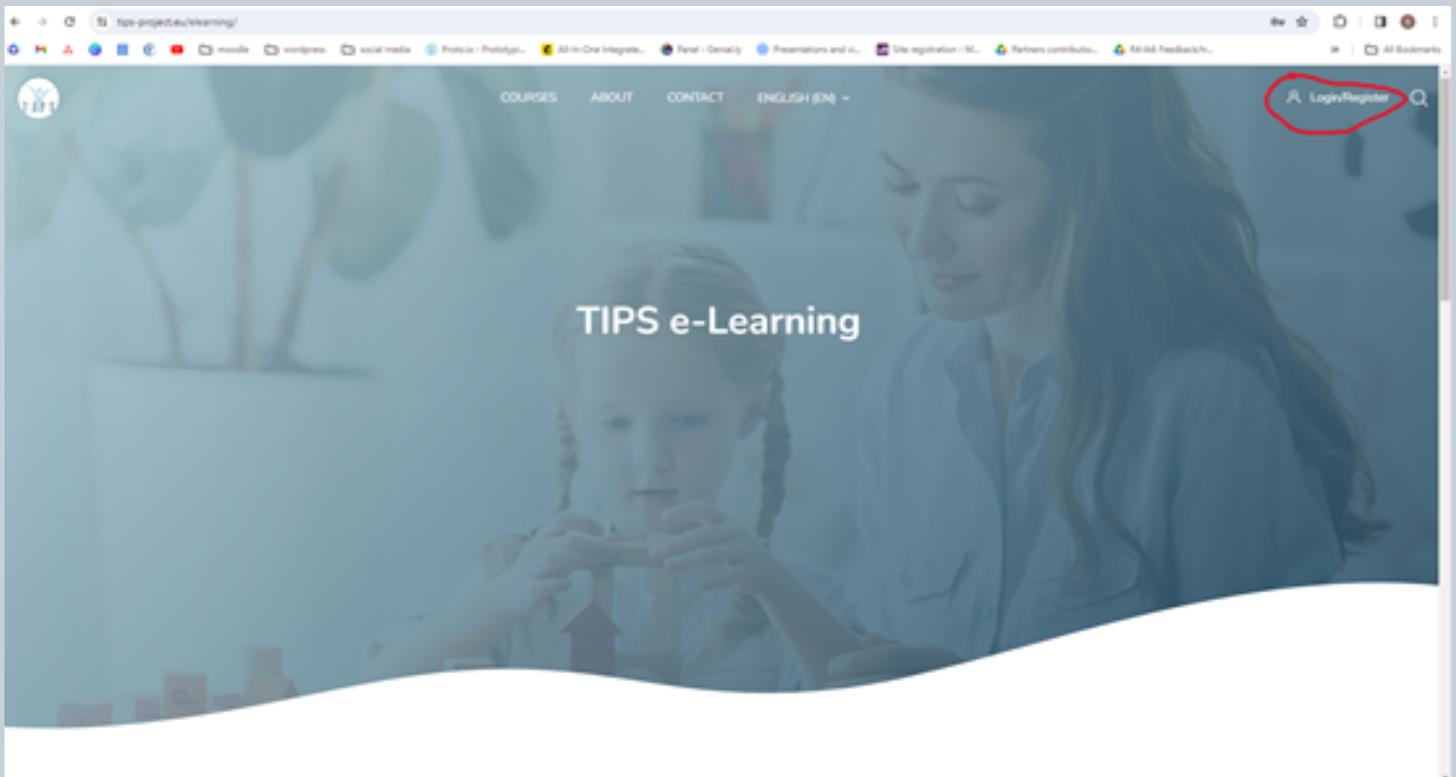
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Étape 1 - Cliquez sur l'option "Connexion/enregistrement" en haut à droite de l'écran.





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Étape 2 - Dans la boîte de connexion à votre compte,  
cliquez sur l'option "S'inscrire".

The screenshot shows a web browser window with a login form titled "Login to your account". The form includes a "Sign up" link with a blue arrow pointing to it, a "Username" input field, a "Password" input field, a "Remember username" checkbox, and a "Log in" button. The background is dark with a wavy pattern at the bottom.



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## Étape 3 - Remplir le tableau avec toutes les informations obligatoires

The screenshot shows a web browser window with the URL `tips-project.eu/learning/login/signup.php`. The page features the TIPS logo at the top center. Below the logo is a white registration form titled "New account" with the subtitle "Have an account? Login". The form contains several input fields: "Username" (with a red error icon), "Password" (with a red error icon and a note: "The password must have at least 8 characters, at least 1 digit, at least 1 lower case letter, at least 1 upper case letter, at least 1 special character and not equal to e-mail"), "Email address", "Email again", "First name", "Last name", and "Country".

**Conseil : Le nom d'utilisateur ne doit comporter que des lettres minuscules**



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## Etape 4- Confirmer l'email - Vous recevrez un email à votre adresse personnelle.

The screenshot shows a web browser window displaying the TIPS Elearning website. The page title is "TIPS EARNING" and the breadcrumb trail is "Home / Confirm Yo...". The main content area contains the following text:

An email should have been sent to your address at [dimbrts.kioupis@gmail.com](mailto:dimbrts.kioupis@gmail.com).  
It contains easy instructions to complete your registration.  
If you continue to have difficulty, contact the site administrator.

Below the text is a dark blue button labeled "Continue".

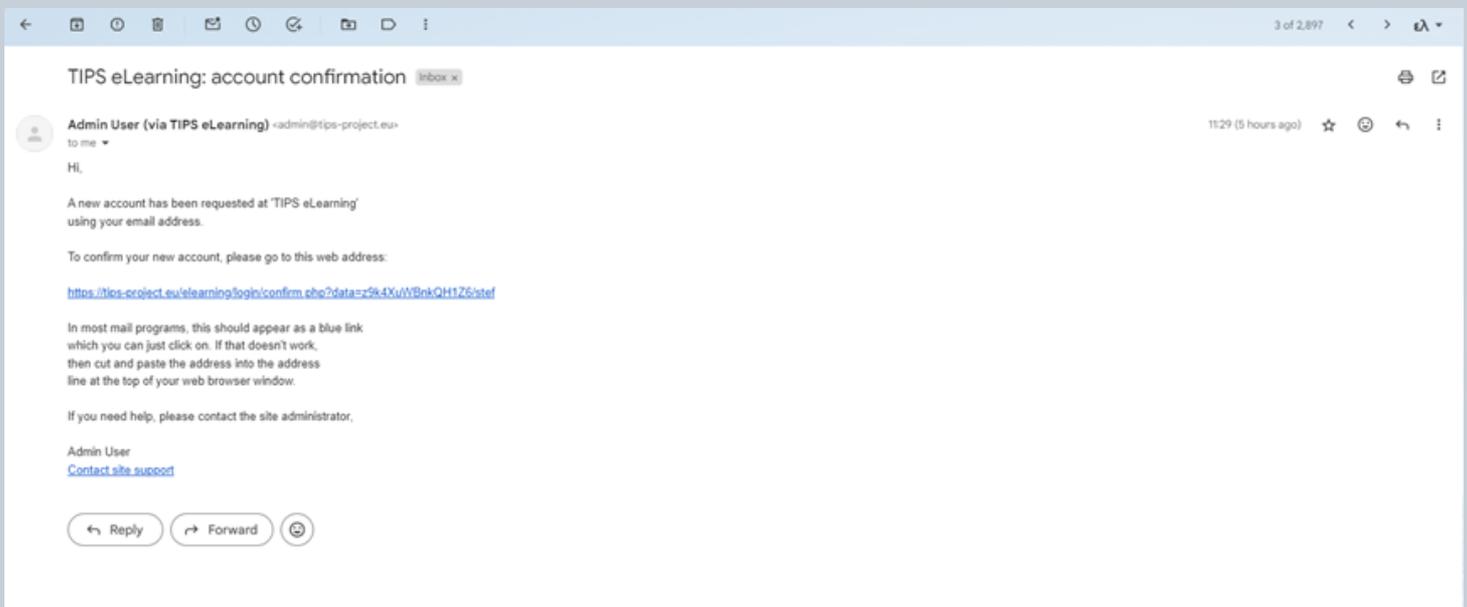
At the bottom of the page, there is a footer with the European Union logo and the text: "Co-funded by the Erasmus Programme of the European Union". To the right of the logo, it states: "Funded by the European Union. Views and opinions expressed are however those of the author(s) only and do not necessarily reflect those of the European Union or the European Education and Culture Executive Agency (EACEA). Neither the European Union nor EACEA can be held responsible for them."



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## Étape 5- Cliquez sur le lien de confirmation



**Conseils : Il peut arriver que vous ayez besoin de vérifier votre boîte à spam**



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## Étape 6-

Après avoir suivi le lien, vous devriez déjà être connecté.

## Étape 7-

Pour vous connecter à nouveau, vous devez suivre les étapes 1 et 2, et choisir "login" en utilisant votre nom d'utilisateur et votre mot de passe.