



# EQ-WOOD

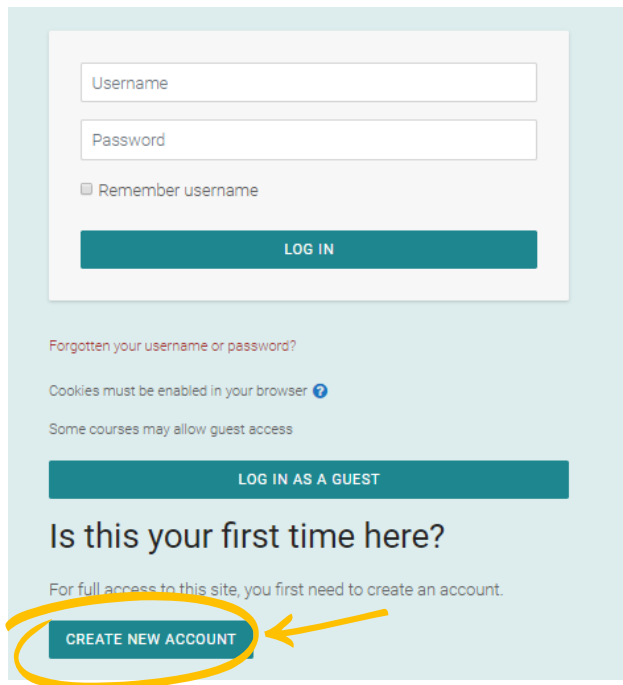
# E-learning Platform Technical Manual

## “Erudire” E-learning Platform

To access the audio-visual products created for the EQWOOD project, you need to access CONFORM S.c.a.r.l'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  
you live? Select a country ⌵

**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 as \*, ., or #

Password ❗  ❗

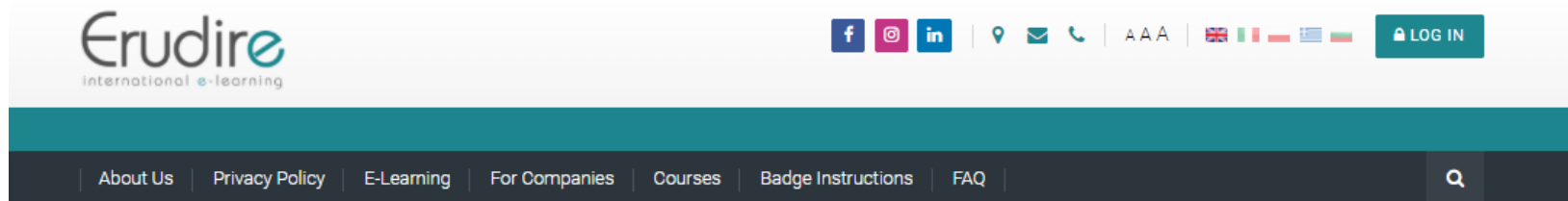
- Missing password

+

#### More details

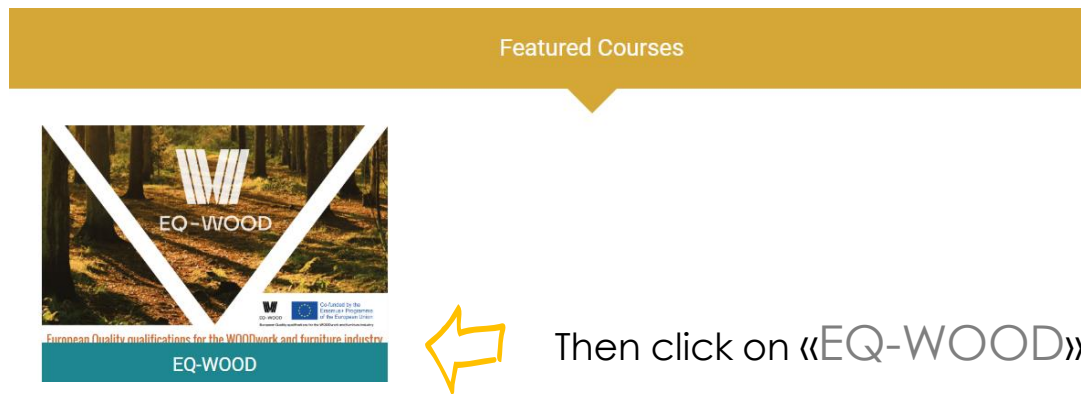
## Choice of language

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



## Access to audio-visual products

### EQ-WOOD

Home > Courses > International projects > eqwood > Enrol me in this course > Enrolment options

[Dashboard](#)[Site home](#)[Calendar](#)[Badges](#)[All courses](#)

### Enrolment options



#### EQ-WOOD

The EQ-WOOD project aims to contribute to the development of innovation capacity and competitiveness of the European wood and furniture industry, by designing and providing the curriculum of a new vocational profile, the Innovation Advisor. The Innovation Advisor will develop skills to manage innovation by combining green, digital and marketing skills. The project is based on a comprehensive analysis of the skills requirements already conducted by other European sectoral projects (FUNES, WOODUAL, IM-FUTURE).

The Innovation Advisor curriculum will be offered both as a Full Qualification, aimed primarily at young people, and as a set of independent learning modules aimed at the continuing professional development of workers. EQ-WOOD exploits the innovative practices of Technical and Vocational Training through a combination of classroom learning and e-learning in an international context.

-

Self enrolment (Student)

No enrolment key required.

[ENROL ME](#)

Then click on «ENROL ME»





## Access to audio-visual products


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


### EQ-WOOD


Home > My courses > eqwood


 Dashboard

 Site home


 Calendar


 Badges


 All courses

 Course dashboard

You are enrolled in the course. ×

 Choose the group

Your progress 



Please choose your group in order to access the course resources

After choosing, **click here** to return to the list of contents.

## Chose a group

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

### 1. DESIGN THINKING, CONCEPTING, PROTOTYPING

**Restricted** Not available unless: The activity **Choose the group** is marked complete

### 2. INNOVATION MANAGEMENT

**Restricted** Not available unless: The activity **Choose the group** is marked complete

### 3. DESIGN, TREND & INNOVATION RESEARCH

**Restricted** Not available unless: The activity **Choose the group** is marked complete

**EQ-WOOD**

Home > My courses > eqwood > General > Choose the group

[Dashboard](#) [Site home](#) [Calendar](#) [Badges](#) [All courses](#) [Course dashboard](#)

### Choose the group

Separate groups: All participants

Please choose your group in order to access the course resources

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

Choice	Group	<a href="#">SHOW DESCRIPTIONS</a>
<input type="radio"/>	BE - BELGIUM	
<input type="radio"/>	BG - BULGARIA	
<input type="radio"/>	ES - SPAIN	
<input type="radio"/>	HU - HUNGARY	
<input type="radio"/>	IT - ITALY	

[SAVE MY CHOICE](#)

## Access to audio-visual products

Now clicking on “click here” you can return to the list of training materials contained in the EQ-WOOD 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 (with English subtitles).

### 4. PROJECT MANAGEMENT

-  4.1 - Basics of Project Management  ☐
-  4.2 - Organizing a Project ☐
-  The skills of a project manager ☐
-  4.3 - Gamified Scenario ☐
-  4.4 - Planning in a Project ☐
-  Estimation techniques ☐
-  Project communication management ☐
-  Project procurement planning ☐
-  Project risk management planning ☐
-  4.5 - Control and Monitoring ☐
-  4.6 - Gamified Scenario ☐
-  4.7 - Final Recommendations ☐

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

After you have chosen the unit, to access the product you need to click on “Start new Registration” as shown in the image:

#### 4.1 - Basics of Project Management

Start New Registration



◀ 4.1 - BASICS OF  
PROJECT MANAGEMENT

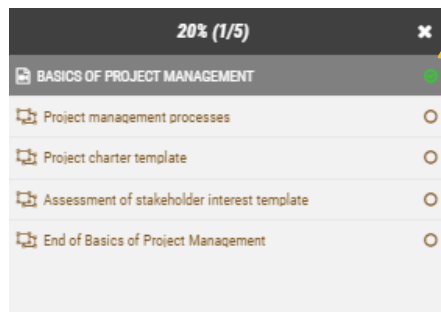
Jump to...



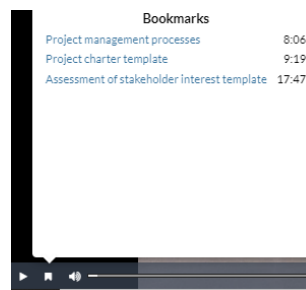
THE SKILLS OF A  
PROJECT MANAGER ▶

The unit selected will open in a new window.

Here you can access the different sub-sections of the module



Here you can access the point where you can find additional materials linked to the keywords



EQ-WOOD - 4.1 - BASICS OF PROJECT MANAGEMENT



EQ-WOOD

European Quality qualifications for the WOODwork and furniture industry

4

PROJECT MANAGEMENT  
BASICS OF PROJECT MANAGEMENT

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of the European Union

# BASICS OF PROJECT MANAGEMENT



In correspondence to the green dots you can go directly to the interactions included in the module (e.g. access additional materials linked to the keywords, download materials and see the different branching intersections of the story where students need to choose how to proceed)



By clicking on the cc box in the bottom right hand corner, you can activate subtitles in English. If you do not want to see them, all you need to do is click on the tab again



## 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

To access the Open Badges pages click on “Badges” on the navigation panel on the right

The screenshot displays the Open Badges interface. On the left, there is a list of modules:

- 1. DESIGN THINKING, CONCEPTING, PROTOTYPING (with a "Your progress?" link)
- 2. INNOVATION - INNOVATION MANAGEMENT
- 3. DESIGN, TREND & INNOVATION RESEARCH
- 4. PROJECT MANAGEMENT

Below these modules, there is a section for "4.1 - Basics of Project Management".



On the right, there is a "Navigation" panel with the following items:

- Home
- Dashboard
- Site pages
- My courses
  - eqwood
    - Participants
    - Badges** (highlighted with a yellow circle and an arrow)
    - Competencies
    - Grades
    - 1. DESIGN THINKING, CONCEPTING

## Open Badges

### EQ-WOOD: Badges

Number of badges available: 6

Image	Name ^	Description	Criteria
	EQ-WOOD: PROJECT MANAGEMENT	This badge is awarded to people who successfully complete the fourth module of the Innovation Advisor Course developed by the EQ-WOOD sector skills alliance project partnership acquiring the 'Project Management' competence. Further information on the Innovation Advisor Professional Profile is available at <a href="https://www.eqwood.org/downloads">https://www.eqwood.org/downloads</a>	<p>Users are awarded this badge when they complete <b>ANY</b> of the listed requirements.</p> <p>The following activity has to be completed:</p> <p><b>"SCORM package - 4.8 - FINAL TEST - PROJECT MANAGEMENT"</b></p> <p>Participants have successfully completed the final test of the module called 'Project Management'.</p> <p>This badge has to be awarded by the users with <b>ANY</b> of the following roles:</p> <ul style="list-style-type: none"> <li>Manager</li> <li>Non-editing teacher</li> </ul>
	EQ-WOOD: PROFESSIONAL DEVELOPMENT, NETWORKING & INTERCULTURAL SKILLS	This badge is awarded to people who successfully complete the fifth module of the Innovation Advisor Course developed by the EQ-WOOD sector skills alliance project partnership acquiring the 'Professional Development, Networking & Intercultural Skills' competence. Further information on the Innovation Advisor Professional Profile is available at <a href="https://www.eqwood.org/downloads">https://www.eqwood.org/downloads</a>	<p>Users are awarded this badge when they complete <b>ANY</b> of the listed requirements.</p> <p>The following activity has to be completed:</p> <p><b>"SCORM package - 5.6 - FINAL TEST -"</b></p>

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

If you pass the tests at the end of each module you will receive the EQ-WOOD badge specific for the that module.

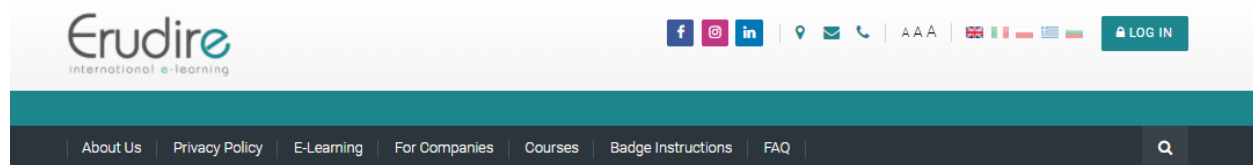
There is also a final badge of the EQWOOD project that you will receive if you pass all tests.

## Badges Registration Instructions

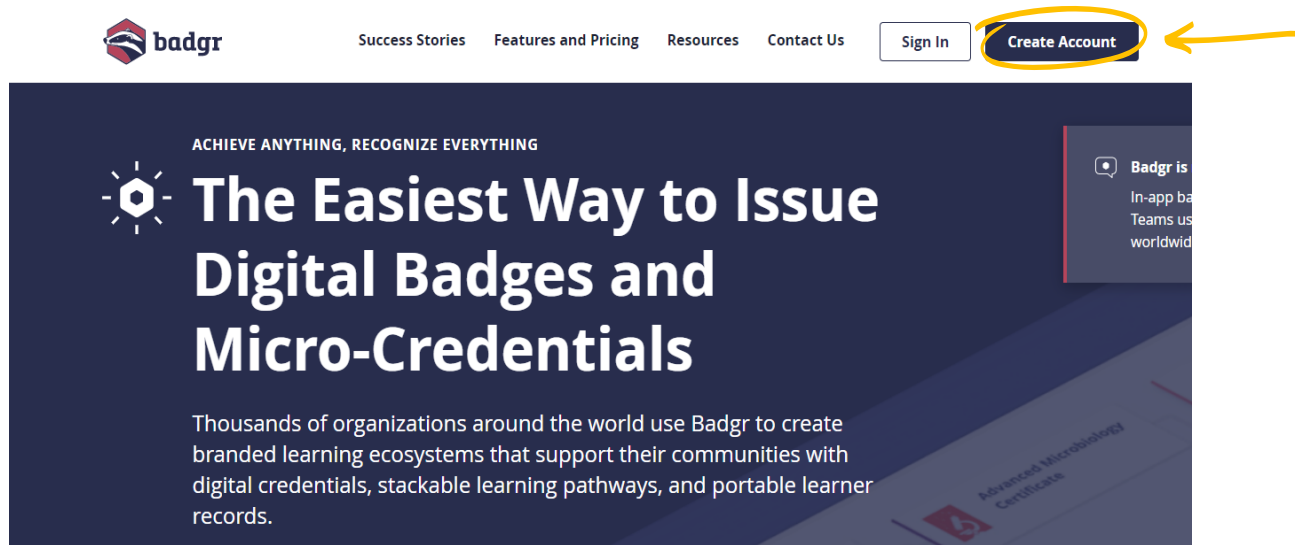
In this manual you can also find the instructions to include the badge earned on the Erudire platform in an online backpack that collects and organises digital badges and credentials.

CONFORM have linked Erudire platform to the badgr platform (<https://badgr.com/>) 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.

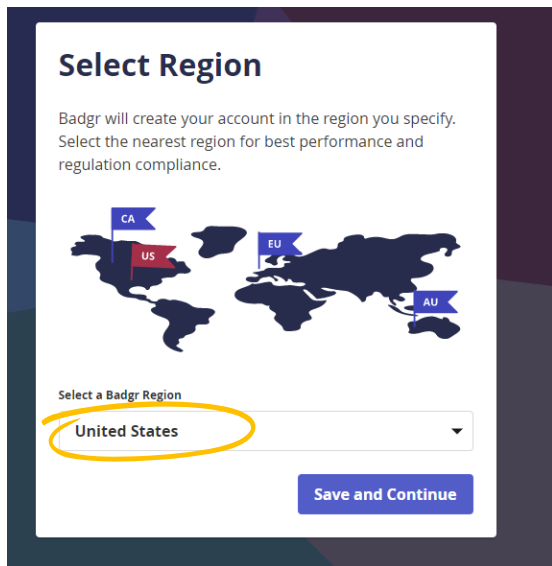
To see more click here



First of all, you need to register to bagr 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.

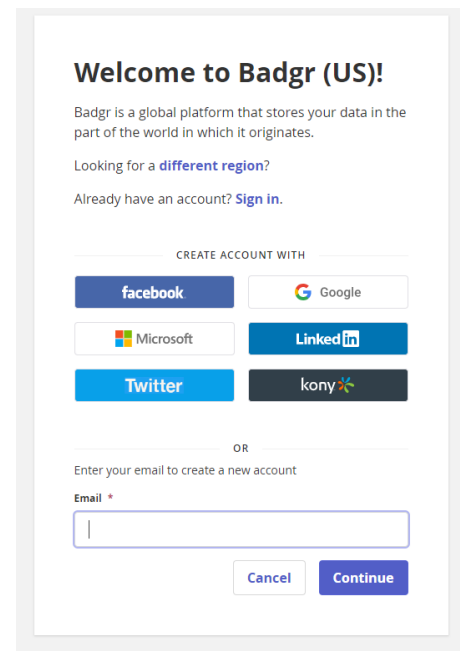
CA US EU AU

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

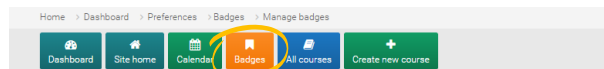
OR

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



SMILE

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	<div><div>i</div>progettazione@conform.it</div>
<div>DISCONNECT</div>	

-

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

## Backpack 3 BADGES

Badges Collections

Search Badges 🔍 ☐ Group by Issuer

NEW




**EQ-WOOD: INNOVATION ADVISOR**  
Conform

This badge is awarded to people who successfully complete the course for Innovation Advisor developed by the EQ-WOOD sector skills alliance project partnership. The innovation advisor has the skills t...

Sep 2, 2020 [Share](#)

NEW



**EQ-WOOD: DESIGN, TREND AND INNOVATION RESEARCH**  
Conform

This badge is awarded to people who successfully complete the third module of the Innovation Advisor Course developed by the EQ-WOOD sector skills alliance project partnership acquiring the "Design, T...

Sep 2, 2020 [Share](#)

and share it wherever you want

Share Badge ✕

Link Social HTML

Badge Options:


☒ Include Recipient Identifier:

[facebook](#) [LinkedIn](#) [Twitter](#) [Pinterest](#)

## EQ-WOOD: Badge

Numero di badge disponibili: 6

The badge now contains information regarding the course and its contents included also in the Erudire platform in the section “badge” of the “navigation menu”

Immagine	Nome ^	Descrizione
	EQ-WOOD: PROJECT MANAGEMENT	This badge is awarded to people who successfully complete the fourth module of the Innovation Advisor Course developed by the EQ-WOOD sector skills alliance project partnership acquiring the "Project Management" competence. Further information on the Innovation Advisor Professional Profile is available at <a href="https://www.eqwood.org/downloads">https://www.eqwood.org/downloads</a>

## Competences

To access the competences acquired in the training course pages click on “Competences” on the navigation panel on the right

The screenshot displays the user interface of a training course. At the top, a horizontal navigation bar contains several buttons: 'Dashboard', 'Site home', 'Calendar', 'Badges', 'All courses', 'Create new course', 'Edit course settings', and 'Course management'. Below this bar, the main content area is divided into two sections. The left section, titled 'EVALUATION QUESTIONNAIRE', contains text asking for feedback at the end of the EQ-WOOD training course and a rating scale from 1 to 5. The right section, titled 'Navigation', lists various menu items: 'Home', 'Dashboard', 'Site pages', 'My courses', 'eqwood', 'Participants', 'Badges', 'Competencies', and 'Grades'. The 'Competencies' item is circled in yellow, and a yellow arrow points to it from the right side of the image.

Dashboard Site home Calendar Badges All courses Create new course Edit course settings Course management

Your progress ?

EVALUATION QUESTIONNAIRE ☐

At the end of the EQ-WOOD training course we kindly ask you to provide us with your overall assessment of your experience. Your opinion will be an important contribution both to verify the quality of the training action that took place, and to obtain useful indications to improve service.

Please, rate your level of satisfaction assigning a value:  
(1) not at all, (2) a little, (3) quite a lot, (4) a lot, (5) completely, (NA) no answer-not applicable

**THANK YOU FOR COOPERATION!**

**Navigation**

- Home
- Dashboard
- > Site pages
- My courses
- eqwood
  - > Participants
  - Badges
  - Competencies**
  - Grades

Here you can see all the 5 competences contained in the Innovation Advisor Profile and your level of proficiency

#### Design, Trend And Innovation Research DTIR

##### SKILLS

- Skill to interpret the results of a market research and to apply them to practical cases
- Skill to visit sectorial fairs and obtain strategic results related to the product and market for the enterprise
- Can establish strategies to innovate;
- Can propose innovative solutions in opposition to the competence
- Can establish actions according to the customers' demand
- Is able to analyse the sector evolution and to apply it to a particular enterprise

##### KNOWLEDGE

- Technology Surveillance
- Strategy
- Brand development
- Techniques of market analysis
- Materials
- Concepts of design and their evolution
- Circular Economy and Eco-design
- Principles of the circular economy
- Trends
- Business models
- Information management

##### COMPETENCES

- Autonomous in (own) work and responsibility for it. Drive for excellence
- Good at vision and mission sharing
- Large interests on innovation, ecology, in all subparts etc..., intellectual curiosity, creativity
- Customer focus: client problems are put centrally
- Leadership
- Flexible and reactive, problem solving and compassion, adaptation, responsive, initiative, future-oriented
- Creativity
- Teamwork

Path: Innovation Advisor Wood- and Furniture Industry /

Competent

Upon course completion: Complete the competency ↕

##### Activities

3.6 - FINAL TEST - DESIGN, TREND AND INNOVATION RESEARCH

