

经济合作与发展组织 负责任商业行为 在线课程

操作指南

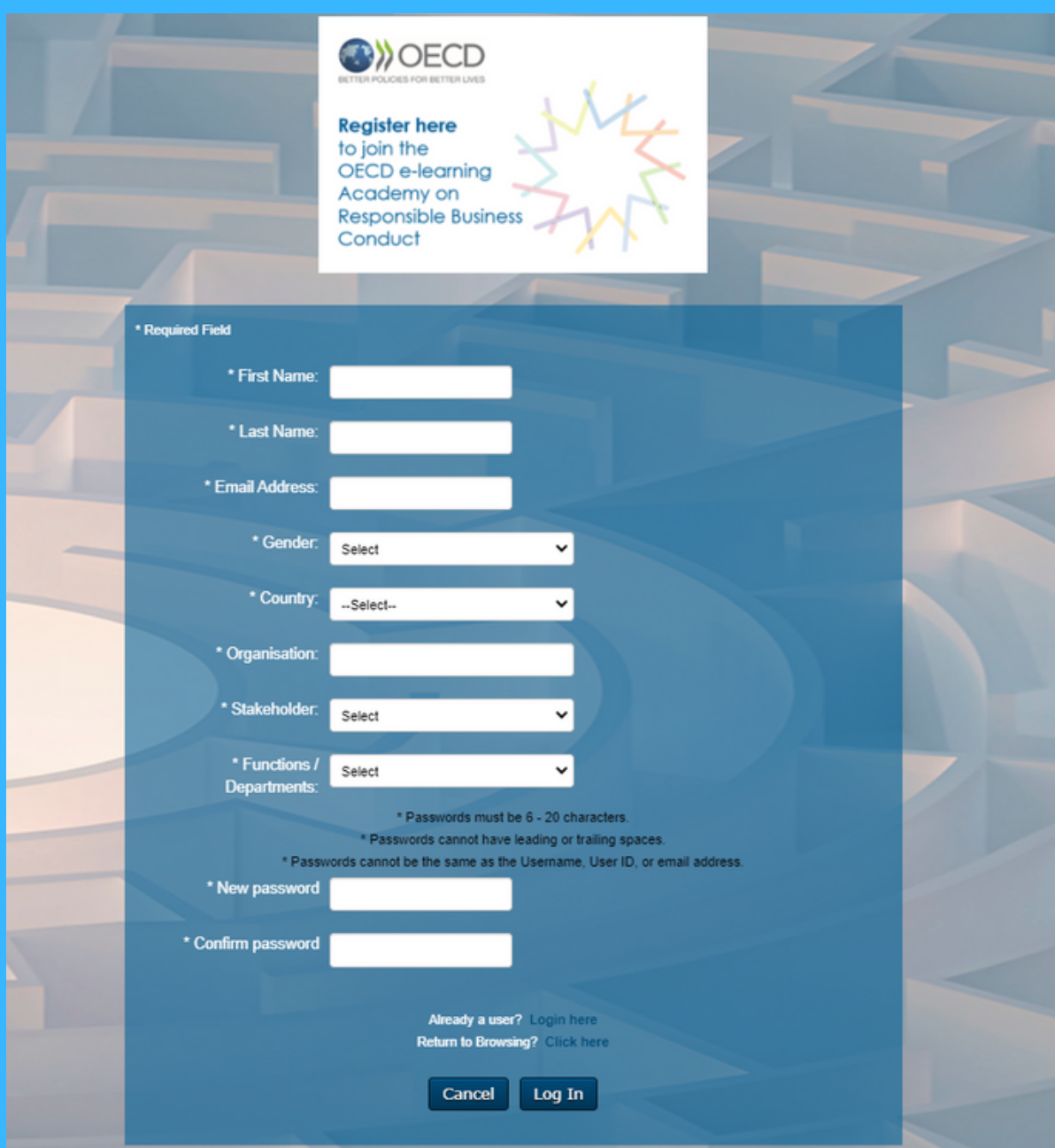


1 注册

点击下方链接，进入经济合作与发展组织（OECD）在线课堂，来到负责任商业行为（RBC）课程。点击“登录”按钮并完成注册流程。



<https://oecd.csod.com/selfreg/register.aspx?c=elearning-rbc-responsible-business-conduct>

The image shows a registration form for the OECD e-learning Academy on Responsible Business Conduct. At the top, there is an OECD logo with the tagline "BETTER POLICIES FOR BETTER LIVES" and a colorful circular graphic. Below the logo, the text reads "Register here to join the OECD e-learning Academy on Responsible Business Conduct". The form itself is a dark blue overlay with white text and input fields. It includes fields for First Name, Last Name, Email Address, Gender (a dropdown menu), Country (a dropdown menu), Organisation, Stakeholder (a dropdown menu), and Functions / Departments (a dropdown menu). There are also password fields for New password and Confirm password. At the bottom, there are links for "Already a user? Login here" and "Return to Browsing? Click here", and two buttons: "Cancel" and "Log In".

*** Required Field**

* First Name:

* Last Name:

* Email Address:

* Gender:

* Country:

* Organisation:

* Stakeholder:

* Functions / Departments:

* Passwords must be 6 - 20 characters.

* Passwords cannot have leading or trailing spaces.

* Passwords cannot be the same as the Username, User ID, or email address.

* New password

* Confirm password

Already a user? [Login here](#)

Return to Browsing? [Click here](#)

Already a user? **[Log in here.](#)**

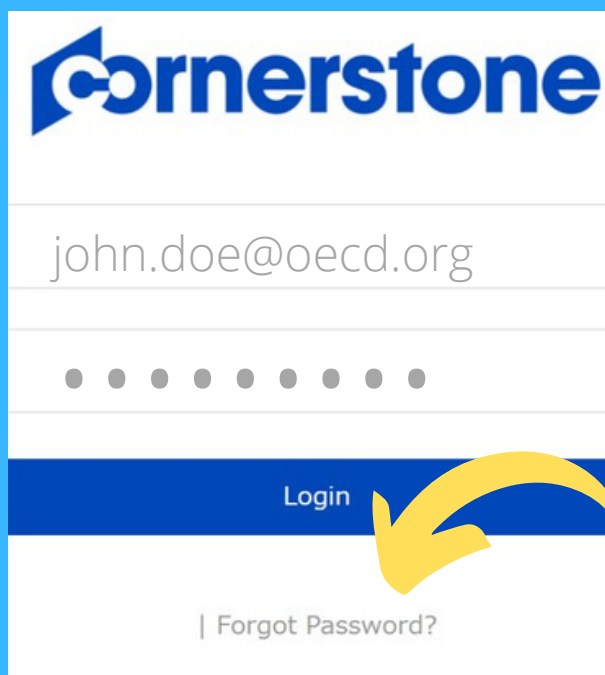
2

登录



完成注册后，您将会收到由noreply_OECDde-learning@csod.com发送的确认邮件。该邮件可能被系统误判为垃圾邮件，所以您可能需要查看垃圾邮箱。

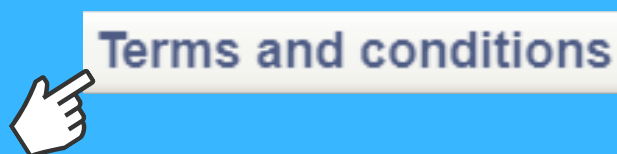
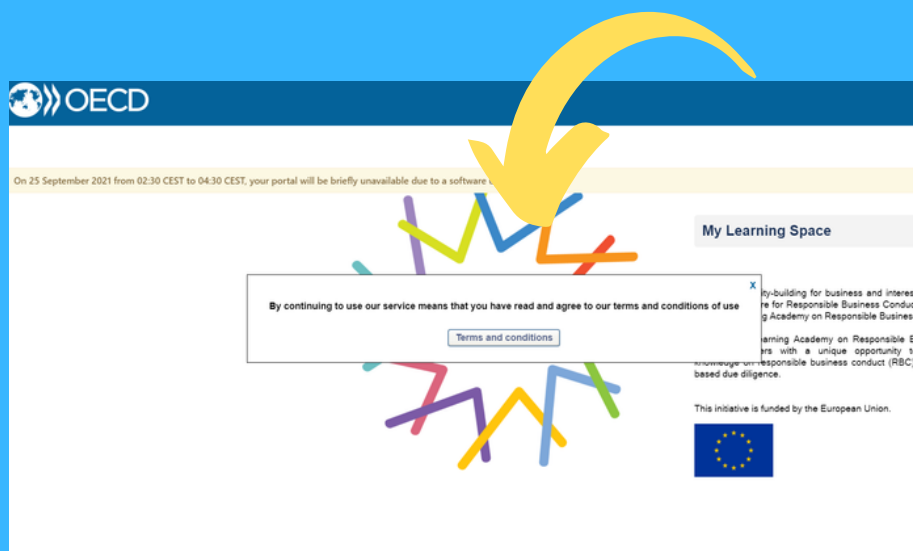
点击确认邮件中的链接，使用在注册页设置的邮件地址和密码登录系统。

A screenshot of the Cornerstone login page. The page has a white background with a blue header containing the 'Cornerstone' logo. Below the logo is a text input field containing 'john.doe@oecd.org'. Underneath is a password input field represented by ten dots. A blue 'Login' button is positioned below the password field. A yellow curved arrow points from the 'Login' button to the 'Forgot Password?' link. The 'Forgot Password?' link is located at the bottom of the form area.

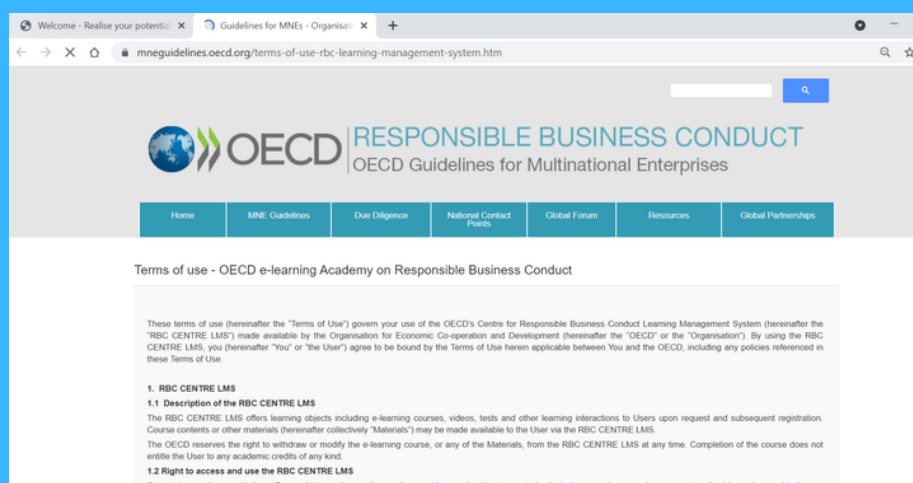
如果忘记密码，请点击“忘记密码”。输入注册时使用的邮件地址并点击“提交”后，系统会向您的邮箱发送重置密码的链接。注意：该链接有效期仅为48小时。此外，由于常有系统误判的现象，如果您未在收件箱找到该邮件，还请查看垃圾邮箱。

3 使用条款

登录系统后，您将来到在线学习的主界面，系统弹窗将显示使用条款。



您可以点击链接并在新窗口中阅读有关使用条款的更多信息，或是点击X按钮并继续浏览主界面内容。



关闭使用条款窗口，系统将跳转回在线学习主界面。

4 进入学习空间



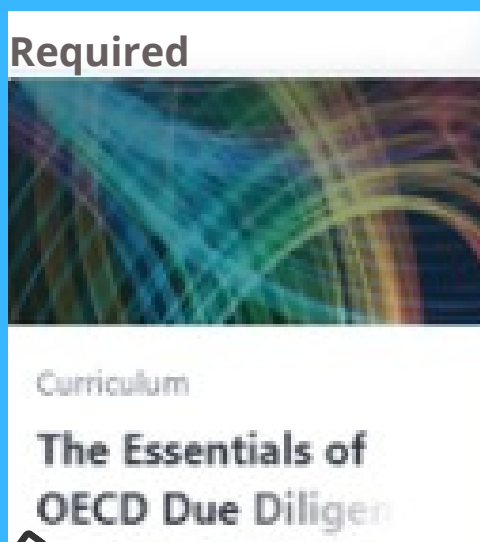
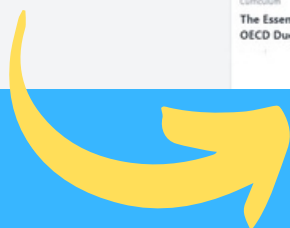
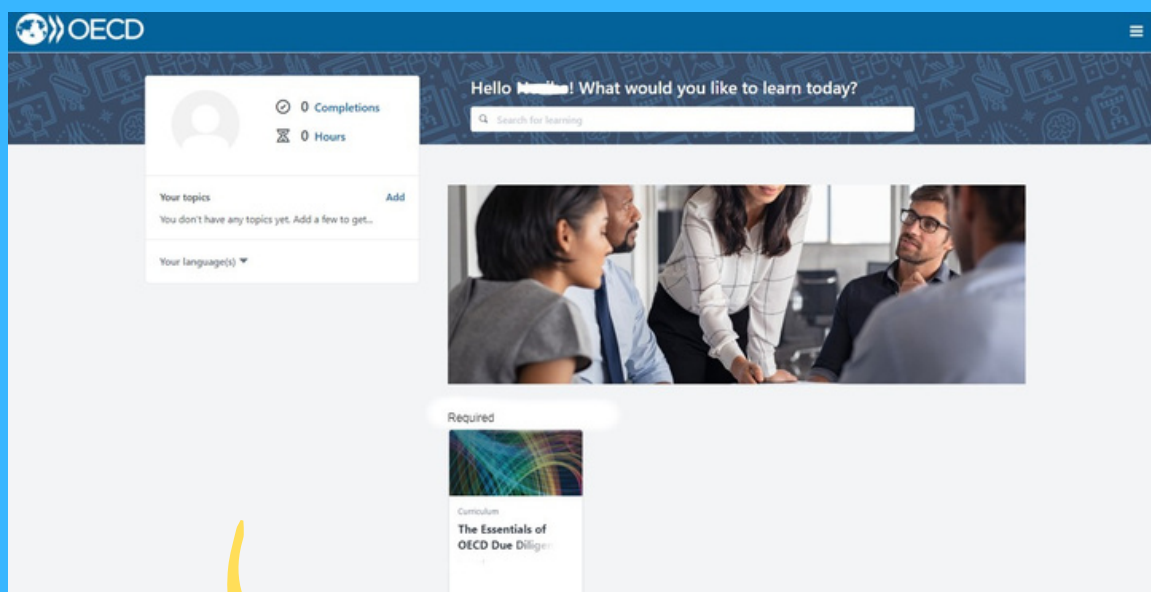
点击“我的学习空间”开始学习。



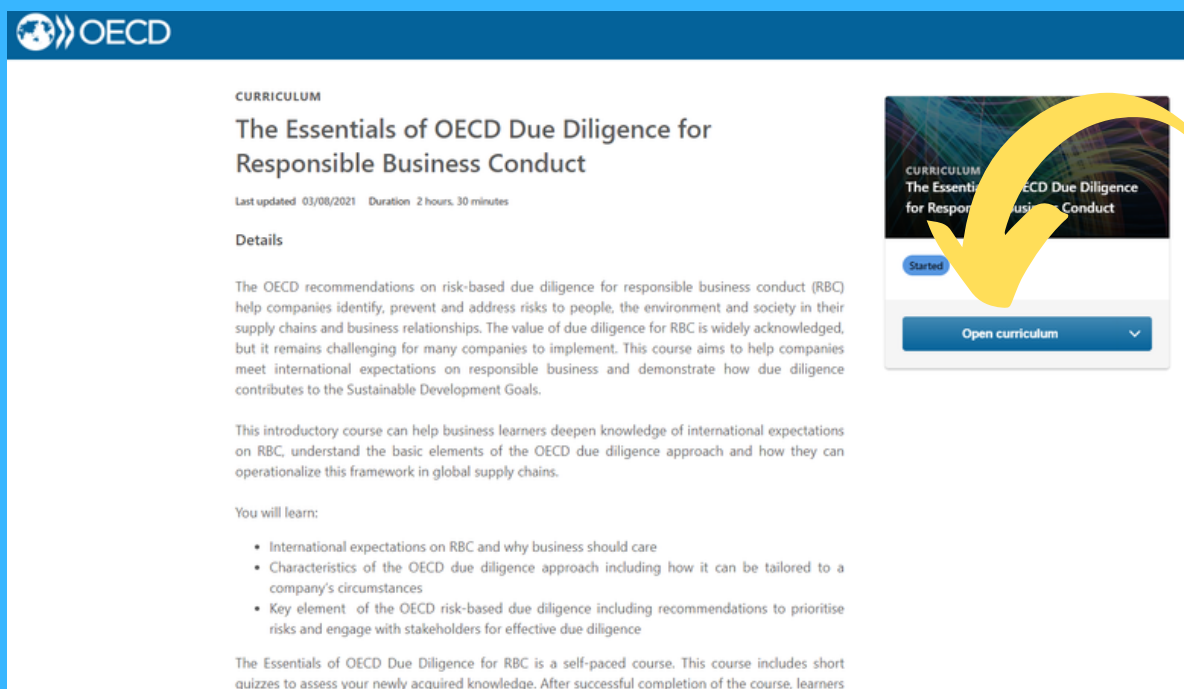
5

选择课程

从学习空间提供的选项中选择一门课程。



6 开始学习



单击“打开课程”开始课程

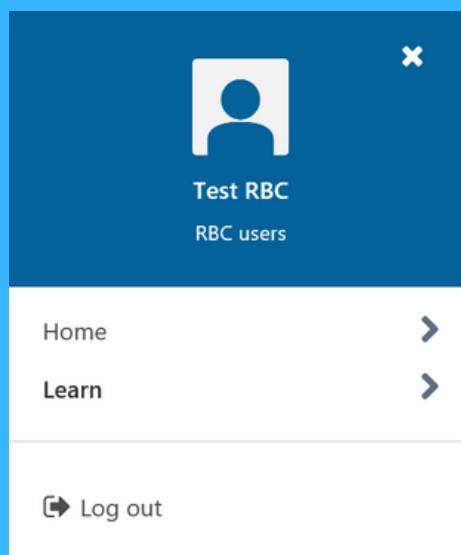


7 导航面板

通过“导航面板”，您能访问网站的各个板块。想要访问“导航面板”，请单击屏幕右上角的三条横线。



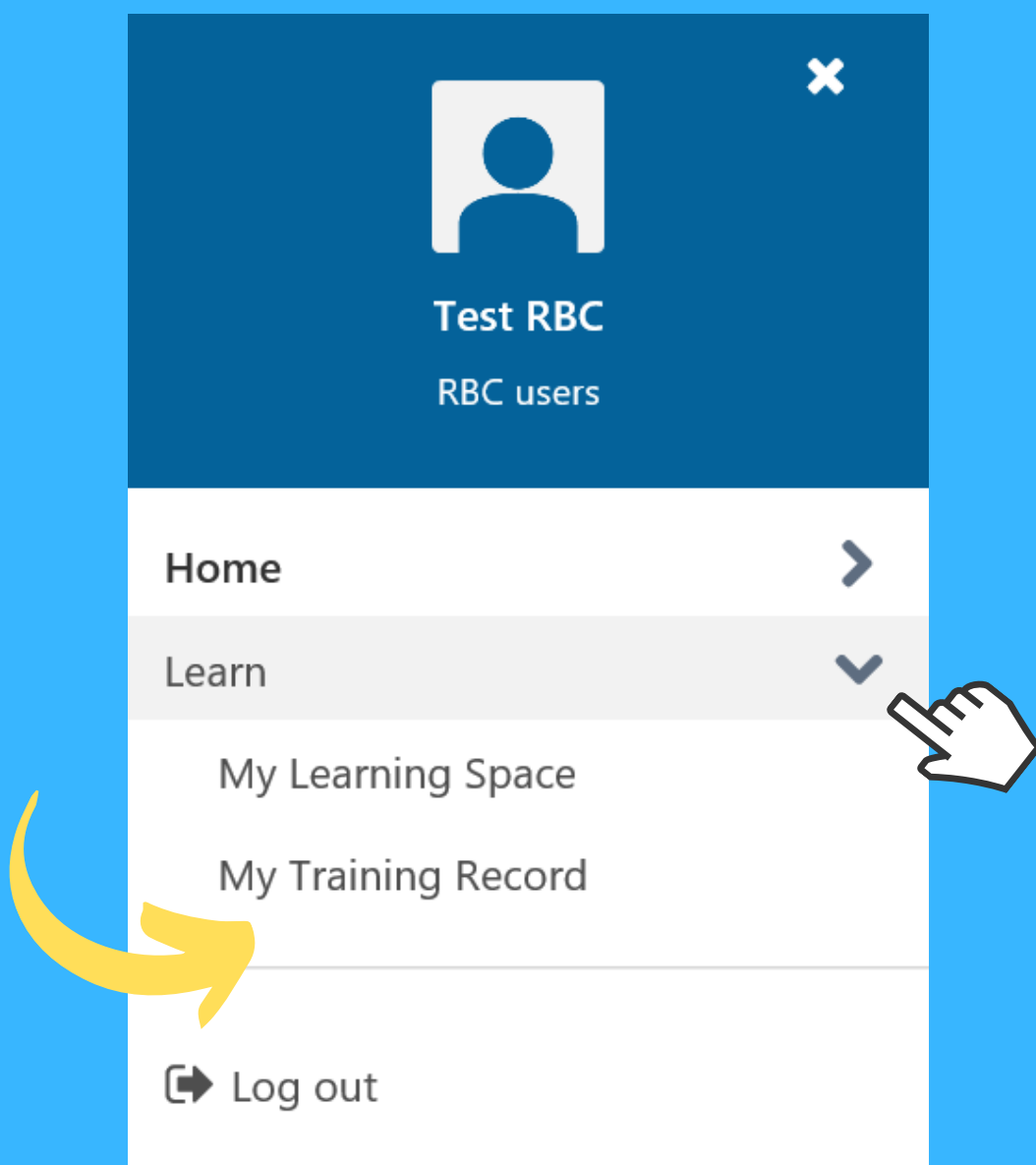
导航面板下有两个类别：“主页”和“学习”。“主页”里有各类技术支持，“学习”界面记录学习进度。



8

了解学习进度

点击“学习”界面中“我的学习进度”，您在这里就能看到自己正在学习或已经完成的课程。

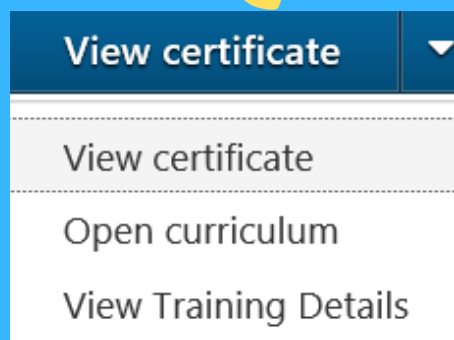


9 查看结业证书，温习已学课程

若是想要查看自己的结业证书或是温习已经学过的课程，仅需打开“我的学习进度”界面，在下拉菜单中选择“已激活”类别下的“已完成”即可。



点击“查看证书”就能查看您的结业证书，您也可以在下拉菜单中点击“打开课程”，从而重新访问已经完成的课程。



10 退出系统

完成学习后，打开“导航面板”并选择“注销”即可。

