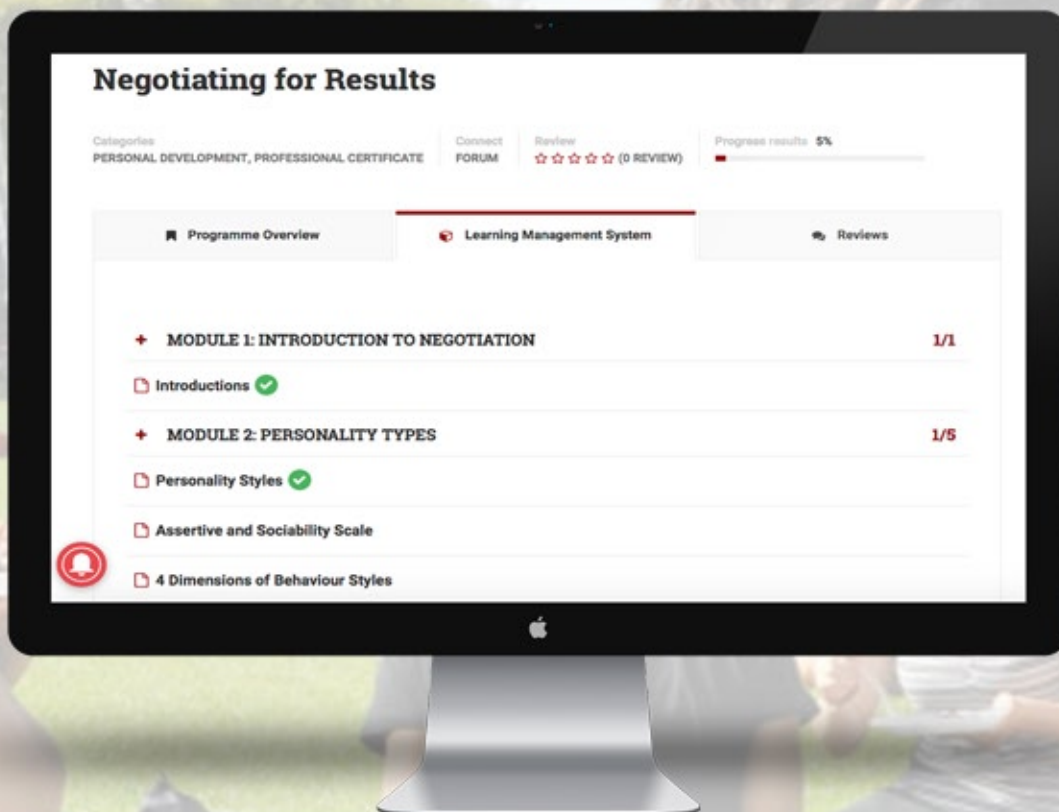# EUROPEAN INTERNATIONAL UNIVERSITY
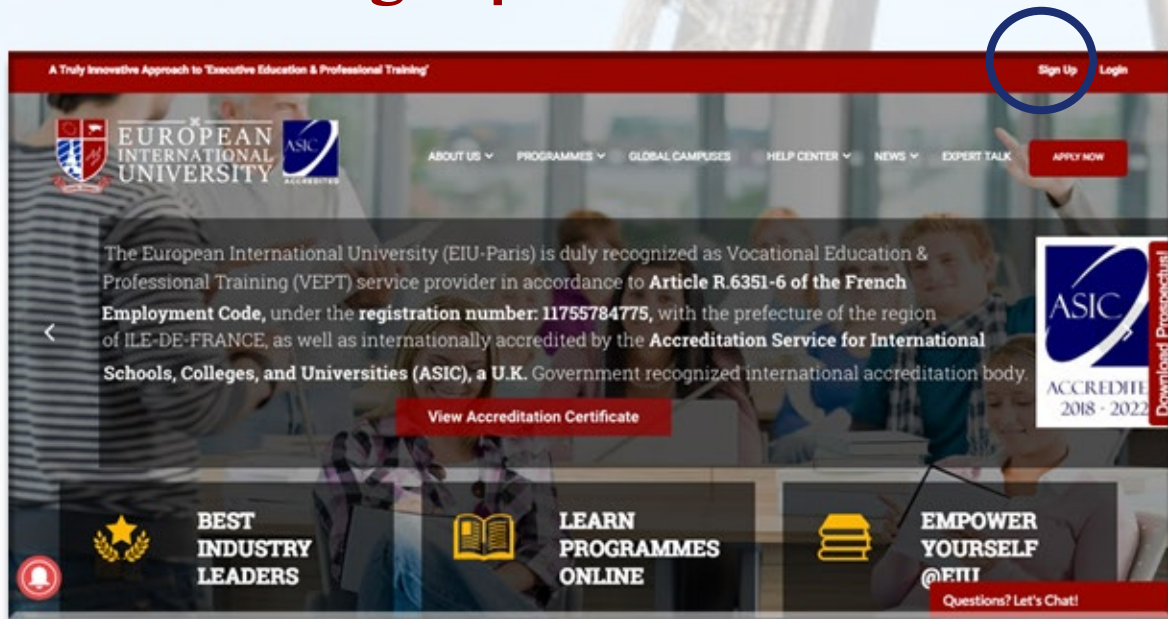
*A Truly Innovative Approach to Executive Education & Professional Training*

## Paris, France

## How to use Learning Management System



**Negotiating for Results**

| Categories | Connect | Review | Progress results 5% |
|---|---|---|---|
| PERSONAL DEVELOPMENT, PROFESSIONAL CERTIFICATE | FORUM | ☆ ☆ ☆ ☆ ☆ (0 REVIEW) | |

| 🔖 Programme Overview | 📖 Learning Management System | 💬 Reviews |
|---|---|---|

| + MODULE 1: INTRODUCTION TO NEGOTIATION | 1/1 |
|---|---|
| 📄 Introductions ✅ | |

| + MODULE 2: PERSONALITY TYPES | 1/5 |
|---|---|
| 📄 Personality Styles ✅ | |
| 📄 Assertive and Sociability Scale | |
| 📄 4 Dimensions of Behaviour Styles | |

# ❶ Sign up

**If you don't have an account yet, go to https://eiu.ac/ and click the Sign Up button**



## -There are two ways to register:

**(i) You can connect via your social media accounts**
**(ii) You can register by filling out your information.**

**2** **After signing up, an automated message will be sent to your email to confirm your registration.**

## Log In
You can use either your email address/username or social media accounts to log in depending on how you have set up your account.

### Email/Username Login

-Go to https://eiu.ac/
-Enter your Email Address/Username and Password./
-Click the Log in button.

### Social Media Login

-Go to go to https://eiu.ac/
-Select the social media you have registered your account with.

Connect with:

- f Login with Facebook
- G+ Login with Google
- Login with Twitter
- in Login with LinkedIn
- Login with Instagram

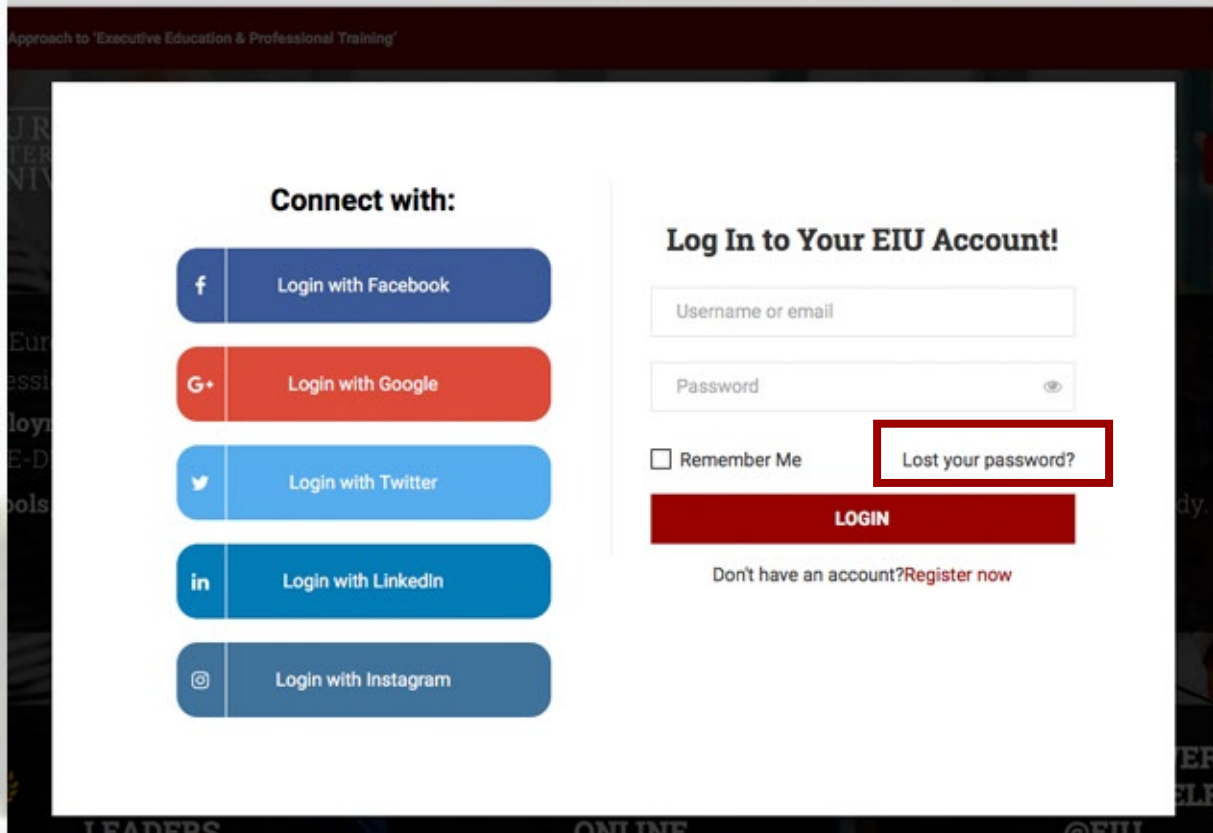**Log In to Your EIU Account!**

Username or email

Password 👁

☐ Remember Me          Lost your password?

**LOGIN**

Don't have an account?Register now

# Failure to Login

-Should you fail to login, click on the **Lost your password** link to reset your password via email.
-If you did not use an email address upon registration, you will not able to reset your password through this link.
-Contact **support@eiu.ac** if you continue having trouble logging in to your account.



**③ Dashboard/Profile**

-After successfully logging in, you will be directed to your dashboard.

 Your dashboard will then show you the following:

**-Programmes:**

 This tab will show you all the programmes:

 (i) You have purchased/registered for.
 (ii) You have finished.
 (iii) You have passed.
 (iv) You have failed.
 (v) You have not enrolled in.

EUROPEAN
INTERNATIONAL
UNIVERSITY
ASIC ACCREDITED

ABOUT US ⌄    PROGRAMMES ⌄    GLOBAL CAMPUSES    HELP CENTER ⌄    NEWS ⌄    EXPERT TALK

Make sure to click "Complete" after every lesson to record your progress. Failure to do so will result in "0" progress.

E.g. Programme has 10 lessons and if the user has completed 5 lessons, then the result = 5/10 = 50%

📕 Programmes    🔖 Certificates    🛒 Orders    ⚙ Settings    ☑ Assessments    ♡ Wishl

Purchased

All   Finished   Passed   Failed   Not enrolled

No Programmes

# Certificates

-Upon successfully finishing and passing a programme, this tab will show you all the certificates that are available for download and are printable.

# EUROPEAN INTERNATIONAL UNIVERSITY

ABOUT US ⌄   PROGRAMMES ⌄   GLOBAL CAMPUSES   HELP CENTER ⌄   NEWS ⌄   EXPERT TALK

Make sure to click "Complete" after every lesson to record your progress. Failure to do so will result in "0" progress.

E.g. Programme has 10 lessons and if the user has completed 5 lessons, then the result = 5/10 = 50%

📕 Programmes | 🔖 Certificates | 🛒 Orders | ⚙ Settings | ☑ Assessments | ♡ Wishl

Purchased

All   Finished   Passed   Failed   Not enrolled

No Programmes

# Certificates

**-Upon successfully finishing and passing a programme, this tab will show you all the certificates that are available for download and are printable.**

# EUROPEAN INTERNATIONAL UNIVERSITY

ABOUT US ⌄   PROGRAMMES ⌄   GLOBAL CAMPUSES   HELP CENTER ⌄   NEWS ⌄   EXPERT TALK

Make sure to click "Complete" after every lesson to record your progress. Failure to do so will result in "0" progress.

E.g. Programme has 10 lessons and if the user has completed 5 lessons, then the result = 5/10 = 50%

📕 Programmes | 🔖 Certificates | 🛒 Orders | ⚙ Settings | ☑ Assessments | ♡ Wishl

Purchased

All   Finished   Passed   Failed   Not enrolled

No Programmes

# Orders

-This tab will show everything you need to know regarding your orders:

(i) Status
(ii) Order Date
(iii) Total Amount to pay



# Settings

-This tab is where you can edit the following:

(i) Biographical Information
(ii) Profile Photo
(iii) Password
(iv) Publicity

-Each programme will have different types of assessment. For a particular programme, this tab will show all information related to its assessments such as:

(i) The type of assessment.
(ii) The assessment you have finished.
(iii) The assessment you have passed.
(iv) The assessment you have failed.



**4** **How to Purchase?**
-Click on the Programmes Menu and choose which programme you are interested in

As an example, we have chosen "Executive Diploma ". **In Executive Diploma in Business Creativity**, you will have a variety of programmes you can choose from depending on what you need. After selection, you can click on the the programme to **read more**.
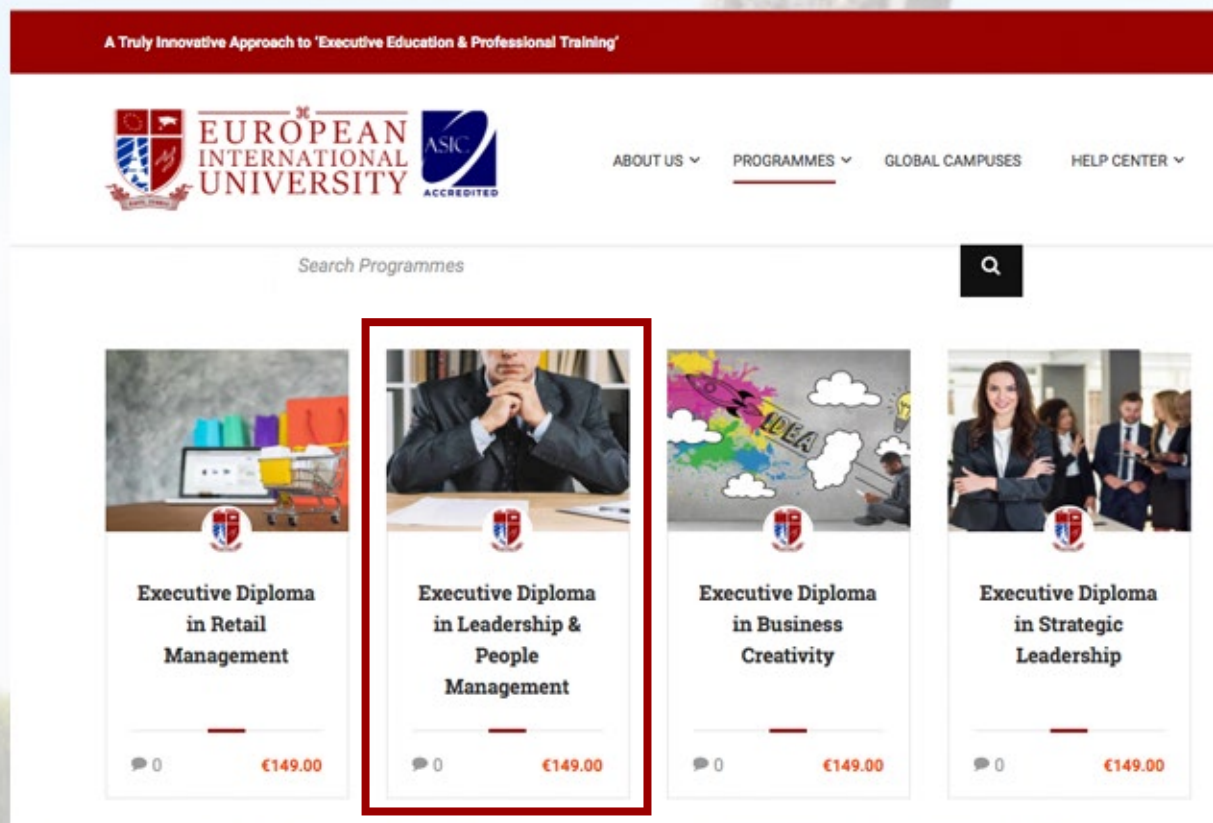


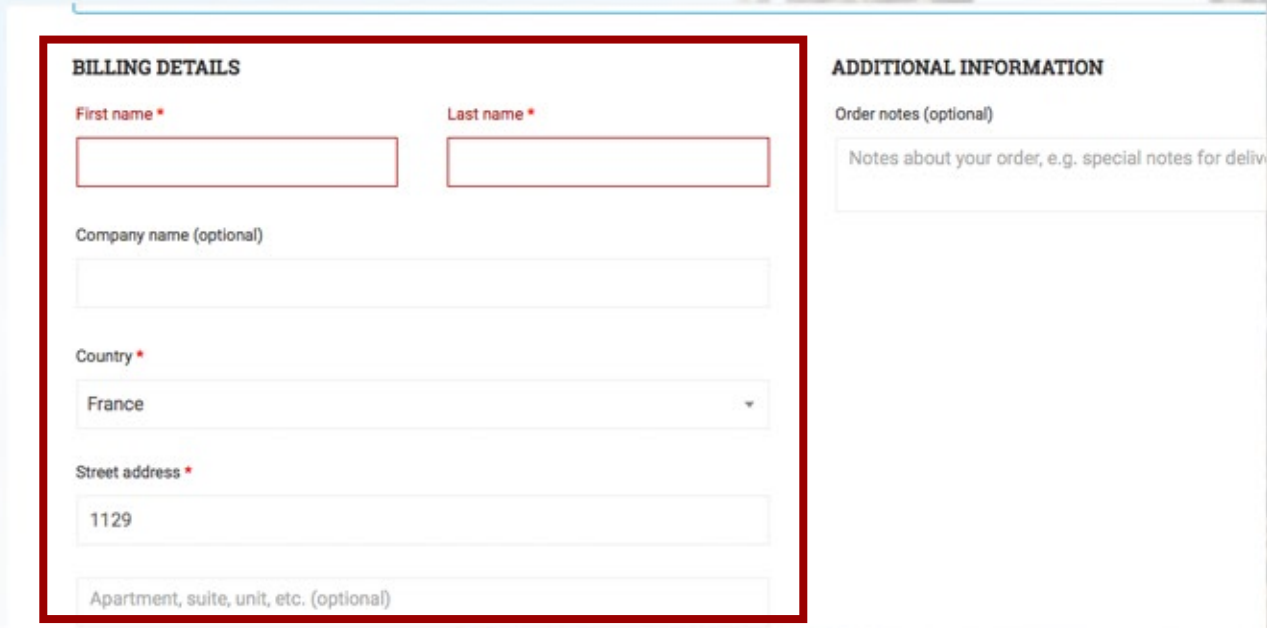**\*\* You will only have access to the LMS, once payment has been made.\*\***

## How to Pay?

-As part of the example, we have clicked on the **Executive Diploma in Business Creativity** to guide you through the payment process.



Once you are sure about the programme you have selected, you can click on the **Pay Now** button and it will direct you to the checkout page.

**In the Checkout page,** you will need to fill out all the required information and you can choose your preferred mode of payment.

**BILLING DETAILS**

First name *

Last name *

Company name (optional)

Country *

France

Street address *

1129

Apartment, suite, unit, etc. (optional)

**ADDITIONAL INFORMATION**

Order notes (optional)

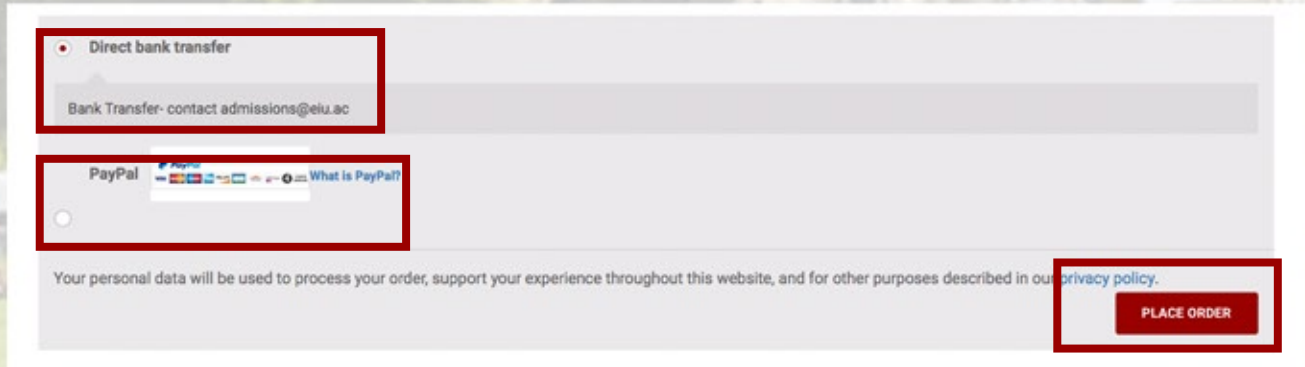Notes about your order, e.g. special notes for deliv

**There are two options:**
  **(i) Bank Transfer**
  **-You need to contact admissions@eiu.**
  **(ii) Paypal**
  **-Click on the Proceed to Paypal button and you will be directed to a secure**
   **paypal payment page.**

Direct bank transfer

Bank Transfer- contact admissions@eiu.ac

PayPal          What is PayPal?

Your personal data will be used to process your order, support your experience throughout this website, and for other purposes described in our privacy policy.

PLACE ORDER

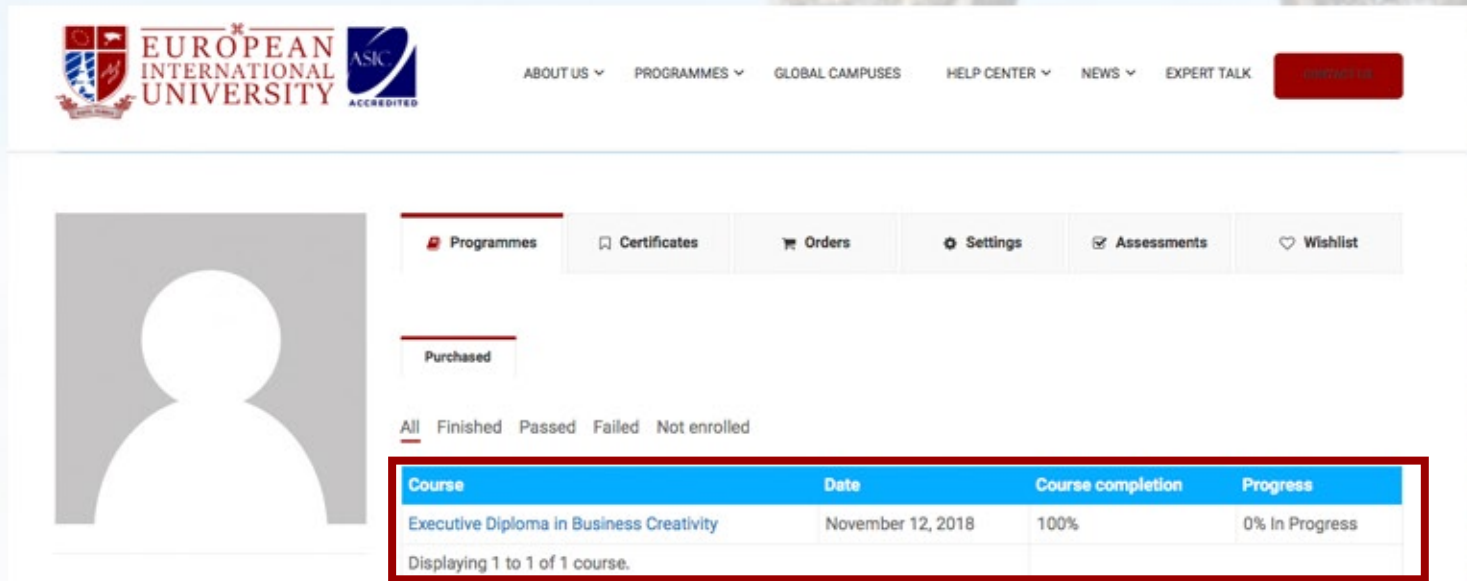**If you don't have an existing Paypal account, you can choose the Check out as a Guest option and pay with either your debit or credit card.**

**Payment Completion**
**-Once payment has been done, you will be automatically enrolled to the course/(s) you have purchased and a notification email to confirm will be sent to your email address.**

**⑤ How to start learning?**
-Go to your Dashboard/Profile, as previously mentioned, the Programmes tab shows the programmes you have registered or paid for.



-Click on one and you will be directed to our **Learning Management System (LMS)** and then you can start your learning.

# Inside the Learning Management System



When you have finished reading the lessons and/or submitted the required assessment tasks such as assignment, exercises, quizzes, etc., **do not forget to mark it as COMPLETE to record your progress.**

** Note: Your Dashboard/Profile records and indicates your progress on a particular programme so it is important to click on COMPLETE after every lesson. Failure to do so will result in the recording of "0" progress. To illustrate, the programme has 10 lessons in total and the user has completed 5 lessons, then the result would be 5/10=50%.

How to submit an assessment task such as assignment, exercises, quizzes, etc.?
-Each module has its own set of assessments that must be completed. In order to submit your assessment task, you would need to upload your answers in the Drop files here section and then click on Submit.

Name *

First        Last

Email *

Submission Date *

Programme Name *

Assignment Title *

Course category *

---Select---

Write your answer in Microsoft word and save as PDF and attach here.

For sample format Click here!

File sized maximum of 15MB

Upload your Assignment *

Drop files here or

Select files

SUBMIT

-After marking the assessment as Complete, you will automatically be directed to the next lesson. The same process applies until you finish the programme.

(I) What does the ✅ on my lessons in LMS mean?

- ✅ A green check indicates that you have completed the lesson, thus you can track your progress.

COURSES > EXECUTIVE DIPLOMA >

Executive Diploma in Business Creativity

**CREATIVE PROBLEM SOLVING AND DECISION MAKING**     2/30

Introduction: What's Your Problem Solving Style? Copy ✅
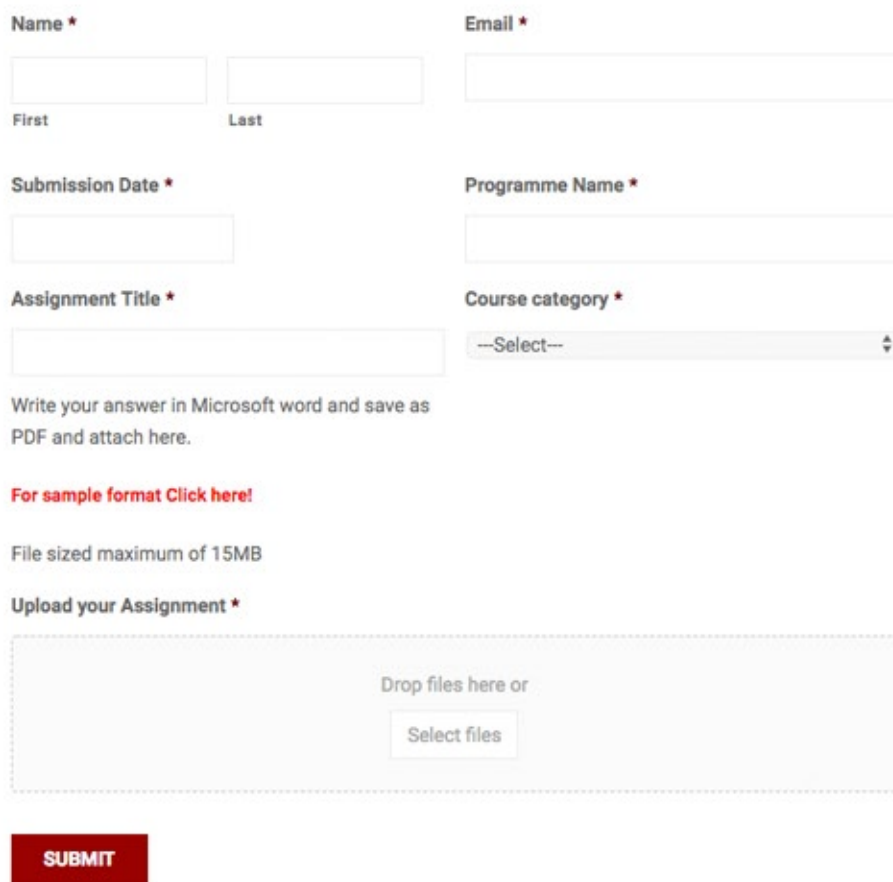
Assessment: Problem Solving Self-Assessment Copy ✅

Module 1: Define the Problem – Systematic Problem Definition Copy

Assessment: Problem Definition Skill Practice Copy

## Module 1: Define the Problem – Systematic Problem Definition Copy

### The 4 Step Creative Problem Solving Model

Step 1: Define the problem.
Step 2: Find creative solutions using creativity tools.
Step 3: Evaluate and select a solution.
Step 4: Implement solutions and create an action plan.

**Step 1: Define the problem.**
The first step to solve any problem is the most important step, and it should take the longest time as w if compared with the other steps of the process.

Making sure the problem is properly defined is essential to understand the problem precisely and choo the best possible solution for it. Time spent analysing the problem is not wasted time. The more you invest in problem analysis and finding out the underlying reasons for the problem, the more likely you w base your solution on correct and realistic analysis and consequently come up with the best possible solution/s.

**After completing all the requirements (100%) on the progress tracker, what would be the next step?**
-Upon successfully passing the programme, a **CERTIFICATE** button will appear. Click on it and you will see a downloadable and printable version of your certificate. Other option is to go the Certificates tab on your **LMS Dashboard/ Profile** where you can get the certificates from.

EUROPEAN INTERNATIONAL UNIVERSITY | ASIC ACCREDITED

ABOUT US ⌄   PROGRAMMES ⌄   GLOBAL CAMPUSES   HELP CENTER ⌄   NEWS ⌄   EXPERT TALK   CONTACT US

📕 Programmes    🔖 Certificates    🛒 Orders    ⚙ Settings    ☑ Assessments    ♡ Wishlist

Purchased

All   Finished   Passed   Failed   Not enrolled

| Course | Date | Course completion | Progress |
|---|---|---|---|
| Executive Diploma in Business Creativity | November 12, 2018 | 100% | 0% In Progress |
| Displaying 1 to 1 of 1 course. | | | |

# EUROPEAN INTERNATIONAL UNIVERSITY

EIU-Paris is a recognized vocational & professional training service provider in accordance to Article R.6351-6 of the French Employment Code, under the registration number: 11755784775, with the prefecture of the region of ÎLE-DE-FRANCE

Upon the recommendation of the Members of the Board of Industry Experts, the Vocational Education & Professional Training division of the European International University - Paris

confers upon

## Christian Manaoat

the award of

## Professional Certificate

In

## Strategic Leadership

With all the honors, rights and privileges appertaining thereto.
In the witness whereof, the seal of the European International University and the authorized signature is hereon affixed.

Given in Paris, France, on October 23, 2018

President

PRÉFET DE LA RÉGION ÎLE-DE-FRANCE

MINISTÈRE DU TRAVAIL

ASIC ACCREDITATION SERVICE for INTERNATIONAL SCHOOLS, COLLEGES & UNIVERSITIES

Certificate No.:
This award could be verified at
https://eiu.ac/verifyaward

**How to get a hardcopy of the certificate?**
-Please contact admission@eiu.ac

**In need of technical assistance?**
-Please don't hesitate to contact support@eiu.ac