

Date:

Sprogcenter-e-mail:

Unilogin username:

Unilogin password:

Class number:

Welcome to Sprogcenter Vejle!

You will need your Danish version of this welcome-letter, which you have received in your digital e-boks. In the Danish version you will find your sprogcenter-e-mail, your unilogin username and password, class number and the date of your first class.

Important! When attending school, you will need to show a negative corona-test which is less than 72 hours old.

Visit this website for information about test centers in Vejle Kommune:

<https://www.vejle.dk/borger/mit-liv/corona/test-for-corona/>

We will be using the e-platform Edulife for homework and e-mails with your teacher.

In order to log on to Edulife, please use **Google Chrome** as your browser on your PC.

1. Find our website www.sprogcentervejle.dk
2. Choose "EDULIFE"



3. Log on with your USERNAME (=brugernavn - find it in your Danish letter) - click NÆSTE

(= next)

The screenshot shows the 'Unilogin' login interface. The word 'Unilogin' is at the top left. Below it, the label 'Brugernavn' is circled in red. A red box labeled 'write username' has a red arrow pointing to the empty text input field below it, with a '1.' next to the arrow. Below the input field is a blue button labeled 'Næste'. A red arrow points to this button with a '2.' next to it. Below the button, there is a section titled 'Andre muligheder' with two links: 'Log ind med f.eks. NemID' and 'Få mit eller mit barns brugernavn'. At the bottom, there is a logo for 'BØRNE- OG UNDERVISNINGSMINISTERIET STYRELSEN FOR IT OG LÆRING'.

4. Write your PASSWORD (= adgangskode, find it in your Danish letter) and click LOG IND

(= log on)

The screenshot shows the 'Unilogin' login interface. The word 'Unilogin' is at the top left. Below it, the label 'Adgangskode' is circled in red. A red box labeled '1. password' has a red arrow pointing to the empty text input field below it. Below the input field are two buttons: a grey button labeled '← Tilbage' and a blue button labeled 'Log ind'. A red arrow points to the 'Log ind' button with a '2.' next to it. Below the buttons, there is a section titled 'Andre muligheder' with one link: 'Få en ny adgangskode'. At the bottom, there is a logo for 'BØRNE- OG UNDERVISNINGSMINISTERIET STYRELSEN FOR IT OG LÆRING'.

5. **Important:** click: "Vælg selv en kode" (= choose your own password)



6. Write your own new password. The password cannot be your name.

Your password must include (guidelines in the yellow box):

- At least 8 characters
- At least 1 number (i.e. 21)
- Capital and lowercase (small) letters (i.e. Ss)

Three green ✓: Click Næste (=next)



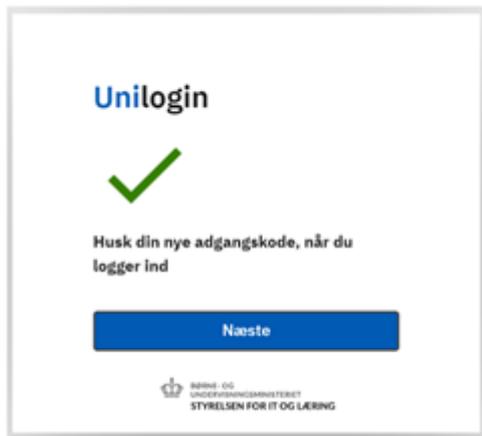
7. **Error:** Your password cannot be accepted. You have to write a new one. **Remember:** it **cannot** be your name or your old password.

The screenshot shows the 'Unilogin' interface. At the top, it says 'Skriv en ny adgangskode' (Write a new password). Below this, a red error message states: 'Den valgte adgangskode er ikke tilladt. Prøv igen' (The chosen password is not allowed. Try again). A red arrow points to a password input field containing several asterisks. To the left of the input field, the text 'Write new password here' is written in red. Below the input field, a yellow box lists the password requirements: 'Din adgangskode skal indeholde' (Your password must contain) followed by three bullet points: '• Mindst 8 tegn' (At least 8 characters), '• Mindst 1 tal (f.eks. 21)' (At least 1 number, e.g., 21), and '• Store og små bogstaver (f.eks. Ss)' (Upper and lower case letters, e.g., Ss). At the bottom, there are two buttons: '← Tilbage' (Back) and 'Næste' (Next).

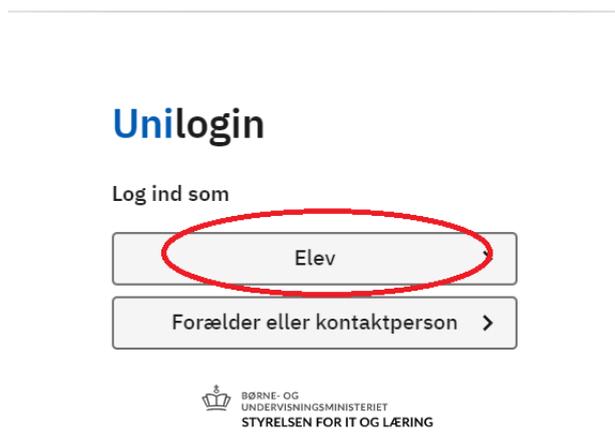
8. Write your new password again. Click "Næste" (= next)

The screenshot shows the 'Unilogin' interface for confirming the new password. It says 'Gentag din nye adgangskode' (Repeat your new password). A red arrow points to a password input field containing several asterisks. To the left of the input field, the text 'Repeat new password' is written in red. Below the input field, there are two buttons: '← Tilbage' (Back) and 'Næste' (Next). At the bottom, the logo for 'BØRNE- OG UNDERVISNINGSMINISTERIET STYRELSEN FOR IT OG LÆRING' is visible.

9. Your password has been changed! Remember your new password :) Click "Næste".



10. Choose ELEV (= pupil/student)



11. DO NOT FORGET!! Use your @scvejle e-mail?



9. Now you have logged on to EDULIFE

The screenshot shows the EDULIFE interface with several red annotations:

- A red arrow points to a folder in the Google Drive sidebar labeled "your folder".
- A red circle highlights the "Kalender" icon in the bottom left corner, labeled "your calendar".
- A red circle highlights a message from "Elise Kirkegaard Mau" in the "Opslagstavle" section, with an arrow pointing to the "Mere" button and the text "click here to see message from your teacher".
- A red circle highlights a class entry "1-0-310 2021" in the "Mine hold" section, labeled "your class".

The interface includes a top navigation bar with "Start > 1-0-310 2021" and a user profile "Elise Kirkegaard Mau". The main content area is divided into several sections: "Google Drive", "Opslagstavle" (with filters for "Alle", "Ulaest", "Af mig", "Af undervisere", "Af kursister"), "Mine hold", and "Lektiebog". The "Opslagstavle" section shows messages from teachers, including one from Elise Kirkegaard Mau dated 8 feb 2021 and one from Camilla Lautrup Søndergaard dated 4 feb 2021. The "Mine hold" section shows a list of classes, with "1-0-310 2021" highlighted. The "Lektiebog" section shows a schedule for "Uge 6" with a meeting at 9:00-9:30 and a grammar focus on "kort svar + 'nogle/noget'".

If you have problems when logging on to Edulife, please visit our FAQ online for help: www.sprogcentervejle.dk/faq

Yours sincerely,
Sprogcenter Vejle