

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' with a red arrow pointing to the input field is labeled '1.'. Below the input field is a blue button labeled 'Næste', with a red arrow pointing to it labeled '2.'. Underneath, 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' with a red arrow pointing to the input field is shown. Below the input field are two buttons: a grey button labeled '← Tilbage' and a blue button labeled 'Log ind', with a red arrow pointing to the 'Log ind' button labeled '2.'. Underneath, 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)



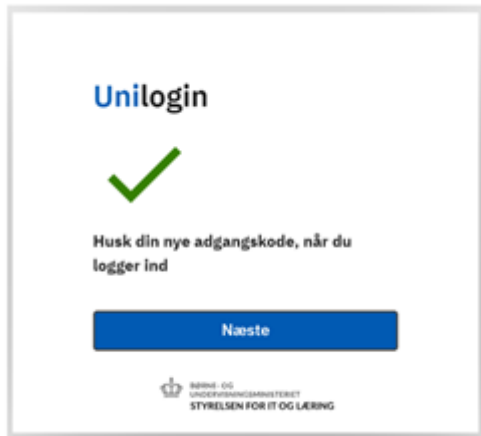
7. **Error:** Your password cannot be accepted. You have to write a new one. **Remember:** it **cannot** be your name or your old password.

The screenshot shows the 'Unilogin' interface. At the top, it says 'Skriv en ny adgangskode' (Write a new password). Below that, 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 '*****'. To the left of the arrow, the text 'Write new password here' is written in red. Below the input field, a yellow box lists requirements for the password: 'Din adgangskode skal indeholde' (Your password must contain) followed by a bulleted list: '• 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).

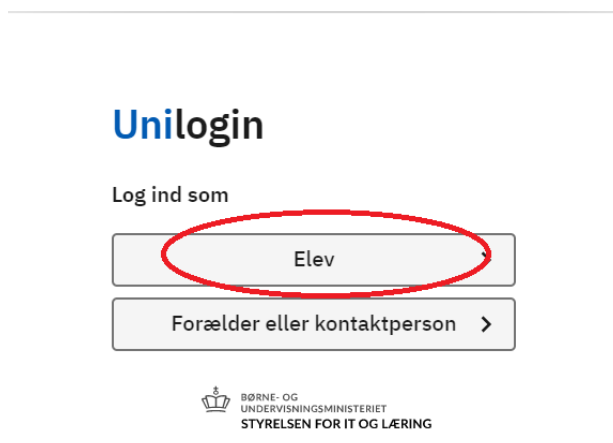
8. Write your new password again. Click "Næste" (= next)

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 '*****'. To the left of the arrow, 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, there is a logo for 'BØRNE- OG UNDERVISNINGS-MINISTERIET STYRELSEN FOR IT OG LÆRING'.

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" (folders), "Opslagstavle" (messages), "Mine hold" (classes), and "Lektiebog" (lectures). The "Opslagstavle" section shows messages from "Elise Kirkegaard Mau" and "Camilla Lautrup Søndergaard". The "Mine hold" section shows a list of classes, including "1-0-310 2021". The "Lektiebog" section shows a lecture for "Uge 6" with a "Felles Møst" at 9:00-9:30.

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

Yours sincerely,
Sprogcenter Vejle