



eco
hosting.net

INSTRUCTIONS FOR USERS

Project: 2020-1-FR01-KA204-080534

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of the European Union



Tavola dei Contenuti

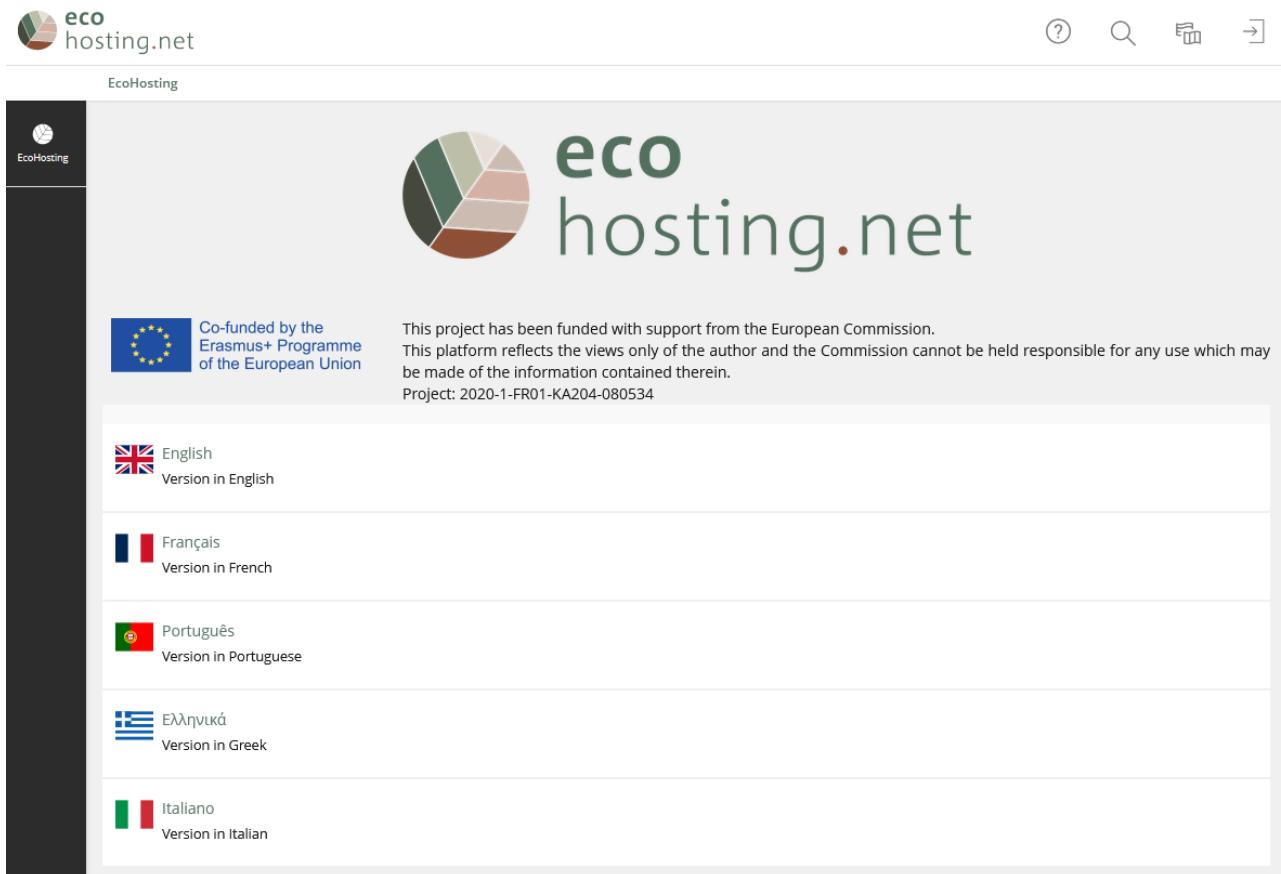
1	Benvenuti al Corso di EcoHosting.net!	4
1.1	<i>Home Page</i>	4
1.1.1	Scegli la lingua	4
1.1.2	Accedi alla piattaforma	4
1.2	<i>Creare un nuovo account</i>	5
1.2.1	Hai dimenticato la tua password?.....	6
1.2.2	Hai scordato il tuo nome utente?	6
1.2.3	Termini di servizio	6
1.3	<i>Primo accesso alla piattaforma</i>	7
1.3.1	Link di conferma	7
1.3.2	Login	7
1.3.3	Dashboard	7
2	Piattaforma	8
2.1	<i>Profilo e impostazioni</i>	8
2.1.1	Profilo e Privacy.....	8
2.1.2	Impostazioni	9
2.1.2.1	Impostazioni Generali.....	9
2.1.2.2	Password	9
2.2	<i>"Strumenti"</i>	10
2.2.1	Dashboard	10
2.2.2	EcoHosting	10
2.2.2.1	EcoHosting - Home	10
2.2.2.2	Visualizzazione ad albero.....	10
2.2.2.3	Ultima visita.....	10
2.2.2.4	Chiudi.....	11
2.2.3	Aggiungi ai favoriti.....	11
3	EcoHosting.net corsi	12
3.1	<i>Turisti</i>	13
3.1.1	"Argomenti"	13
3.1.1.1	Navigare nelle Pagine	13
3.1.1.2	Non letti.....	13
3.1.1.4	Chiudi il "Menu"	14
3.1.1.5	Apri il "Menu"	14
3.1.1.6	Indietro alla pagina principale "Turisti"	14
3.2	<i>Professionisti</i>	15
3.2.1	Business, strumento di Audit	15
3.2.1.1	Scegli l'argomento	15
3.2.1.2	Inizia	15
3.2.1.3	Domande	16
3.2.1.4	Risultati.....	16
3.2.1.5	Ripeti il test.....	16
3.2.1.7	Risultati dell'Audit	16
3.2.1.8	Indietro alla pagina "Professionisti"	16
3.2.2	Forum	17
3.2.2.1	Nuovo Thread/Argomento	17

3.2.2.2 Rispondi/Modifica Thread	17
3.2.2.3 Indietro alla pagina "Professionisti"	17
3.2.3 Corso Professionisti.....	18
3.2.3.1 "Argomenti"	18
3.2.3.2 Non iniziato/finito	18
3.2.3.3 Navigare tra le pagine.....	18
3.2.3.4 Non letto.....	18
3.2.3.5 Già letto	18
3.2.3.6 Chiudi il "Menu"	19
3.2.3.7 Apri il "Menu".....	19
3.2.3.8 Indietro alla pagine "Corso"	19
3.2.3.9 Completato (tutti le pagine sono state lette)	19
3.2.3.10 Auto-Valutazione finale.....	19
3.2.3.11 Inizia	20
3.2.3.12 Domande.....	20
3.2.3.13 Risultati	20
3.2.3.14 Risultati dettagliati	20
3.2.3.15 Ripeti	20
3.2.3.16 Indietro alla pagina "Corso"	21
3.2.3.17 Certificato di completamento	21
3.2.3.18 Indietro alla pagina "Professionisti".....	21
3.2.4 Libreria video.....	22
3.2.4.1 Indietro alla pagina "Professionisti"	22

1 Benvenuti al Corso di EcoHosting.net!

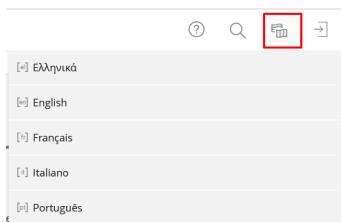
URL: eform.ecohostingnet.eu

1.1 Home Page



The screenshot shows the homepage of the EcoHosting.net platform. At the top right, there is a navigation bar with icons for help, search, and user profile. The main header features a circular graphic divided into four colored segments (green, blue, yellow, red) followed by the text "eco hosting.net". On the left, a vertical sidebar displays the "EcoHosting" logo and a list of language options: English, Français, Português, Ελληνικά, and Italiano, each with its respective flag and a link to the version in that language. The central content area includes a banner for the Erasmus+ Programme of the European Union, a statement about funding from the European Commission, and a project ID (Project: 2020-1-FR01-KA204-080534).

1.1.1 Scegli la lingua



A dropdown menu listing language options: Ελληνικά, English, Français, Italiano, and Português. The "Ελληνικά" option is selected and highlighted with a red box.

1.1.2 Accedi alla piattaforma



The top navigation bar includes icons for help, search, and user profile. The "user profile" icon, which is a square with a right-pointing arrow, is highlighted with a red box.

1.2 Creare un nuovo account

Login

Username *

Password *

* Required Login

New Account Registration Public Area Forgot your password? Forgot your username?

Terms of Service

Login data

Username *

Password *

Retype Password

Allowed chars: A-Z a-z 0-9 _-~@!#\$%^&-.
The password must have at least a size of 8 characters.
The password must contain characters and numbers.
The password must contain at least 1 capital letters.
The password must contain at least 1 lower case letters.

Personal Data

First Name *

Last Name *

Salutation * No salutation desired
 Ms./Mrs.
 Mr.

Contact Information

Country *

E-Mail *
Retype E-Mail

Other

I am a: *

Settings

Language

Terms of Service

User agreement and privacy policy
All data is collected inline with the requirements of the GDPR.
On Registration/Sign-Up you provide the following information: First Name, Last Name, Gender, Country and E-Mail.
We process different forms of personal data like: time when logged in and logged out, training evaluation data, contributions to discussion forums and chat, submitted papers, messages exchanged with the trainer, responses to training evaluation questionnaires and other submitted content in the platform.
We process data only for the purpose of pilot actions or extract statistical data (anonymized) in terms of the scope of the project, and legal purposes.
At any time while we are in possession of, or processing, your personal data, you have the following rights: right of access to the information; right to correct data; right to erasure; right to restriction on processing of data.
By registering on the platform you agree with this policy.
If you have any questions you can contact us.

Accept Terms of Service? *

User Verification * 
Please type in the letters and characters of the image. 

* Required Register

Welcome,
You successfully submitted an account request. You will receive a confirmation e-mail in the next minutes.
Please confirm your registration by clicking the confirmation link in this mail. You will be redirected to the login screen after 20 seconds.

La piattaforma invia un'e-mail di conferma automatica È necessario confermare la registrazione facendo clic sul link di conferma.
Suggerimento: controllate lo spam se non vedete la conferma automatica nella vostra casella e-mail.

1.2.1 Hai dimenticato la tua password?

Enter a username and the associated e-mail address in the fields shown below. Will send a message to that e-mail address. The message contains an address for a web page, where you can enter a new password for the user account. In case you are unable to assign a password to your user account using this form, contact your course administration or send an e-mail to eform@ecohostingnet.eu.

Password Assistance

Username *

E-Mail *

* Required

1.2.2 Hai scordato il tuo nome utente?

Please enter an e-mail address and submit the form. Will send an e-mail to that address. The e-mail contains all user names which have registered this e-mail address. Choose a suitable username and use the password service to retrieve a new password. If you do not retrieve any e-mail by this service please contact your course admin or eform@ecohostingnet.eu.

E-Mail *

* Required

1.2.3 Termini di servizio

User agreement and privacy policy

All data is collected inline with the requirements of the GDPR.

On Registration/Sign-Up you provide the following information: First Name, Last Name, Gender, Country and E-Mail.

We process different forms of personal data like: time when logged in and logged out, training evaluation data, contributions to discussion forums and chat, submitted papers, messages exchanged with the trainer, responses to training evaluation questionnaires and other submitted content in the platform.

We process data only for the purpose of pilot actions or extract statistical data (anonymized) in terms of the scope of the project, and legal purposes.

At any time while we are in possession of, or processing, your personal data, you have the following rights: right of access to the information; right to correct data; right to erasure; right to restriction on processing of data.

By registering on the platform you agree with this policy.

If you have any questions you can [contact us](#).

1.3 Primo accesso alla piattaforma

1.3.1 Link di conferma

Hello.

to activate your account and confirm ownership of this e-mail address, click the link below:
https://eform.ecohostingnet.eu/confirmreg.php?client_id=ecohn&rh=039cd7823c

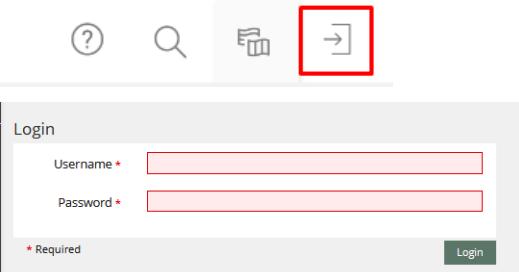
The link will only be good for 30 Minutes, after that you will have to try again from the beginning.

If this e-mail means nothing to you, then it is possible that somebody else has entered your e-mail address either deliberately or accidentally, so please ignore this e-mail.



Your user account has been activated.

1.3.2 Login



Login

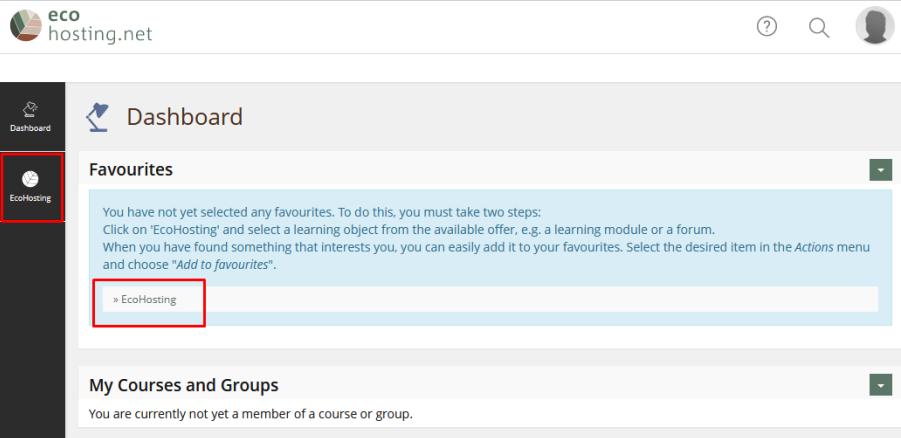
Username *

Password *

* Required Login

Enter your username and password.

1.3.3 Dashboard



Dashboard

Favourites

You have not yet selected any favourites. To do this, you must take two steps:
Click on 'EcoHosting' and select a learning object from the available offer, e.g. a learning module or a forum.
When you have found something that interests you, you can easily add it to your favourites. Select the desired item in the Actions menu and choose "Add to favourites".

» EcoHosting

My Courses and Groups

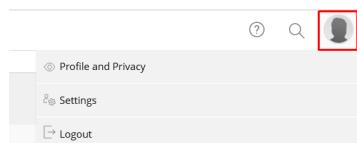
You are currently not yet a member of a course or group.

La prima volta che si effettua il login, non ci saranno "link". Quando si clicca su "EcoHosting", si accede alla homepage.

È come un'area di lavoro di un PC in cui è possibile aggiungere e gestire i collegamenti alle risorse disponibili sulla piattaforma.

2 Piattaforma

2.1 Profilo e impostazioni



È possibile creare il proprio profilo e decidere se farlo vedere o meno agli altri utenti.

2.1.1 Profilo e Privacy

Profile and Privacy

Profile Data Publish Profile Visibility Export/Import

Personal Data

Username *

First Name *

Last Name *

Salutation * Ms./Mrs. Mr. No salutation desired

Avatar Select File Maximum upload size: 256.0 MB Allowed file types: jpg, jpeg, png, gif 

Delete Existing File

Contact Information

Country *

Other

I am a: *

* Required **Save and Continue**

Privacy Checklist

- Profile Data Check profile data
- Publish Profile Set publishing options
- Visibility Set visibility options

Consente di inserire/modificare le informazioni personali.

Publish Profile

Please select which personal data is visible in your profile and which users should be able to visit your profile.

Activation

Profile Disabled Your information is only visible to administrative staff.
 Visible for logged in Users

Salutation Ms.

Avatar

Country Portugal

I am a: Another/No Answer

Permanent Link https://eform.ecohostingnet.eu/goto.php?target=usr_1350&client_id=ecohn

First and last name will always be visible in your profile, if it is activated.

Save and Continue

Impostare se il proprio profilo è visibile agli altri utenti e selezionare quali informazioni sono visibili.

Contacts

Allow to contact me If enabled, other users are able to send me request for getting into contact.

Save

Ms./Mrs. Jose N

I am a: Another/No Answer

Send mail **Download Visiting Card**

Save

Vedere come gli altri utenti vedono il vostro profilo e stabilire se possono contattarvi.

2.1.2 Impostazioni

2.1.2.1 Impostazioni Generali

Settings

General Settings Password Mail Settings

General Settings

Language: English (highlighted with a red box)

Screen Reader Optimization: Improve ILIAS for usage with screen readers.

Hits/Page: 10

Last Visited: Remember last visited

Session-Reminder: If enabled, you receive a reminder before the online-session of your browser expires.

ILIAS-Timezone: GMT+1:00: Amsterdam, Berlin, Bern, Rome, Stockholm, Vienna

Date Input Format: 31.10.2023

Time Format: 13:00

Save

Qui è possibile scegliere la lingua, il fuso orario, ecc.

2.1.2.2 Password

Settings

General Settings **Password** (highlighted with a red arrow) Mail Settings

Change Password

Current Password *

Desired Password *

Retype Password

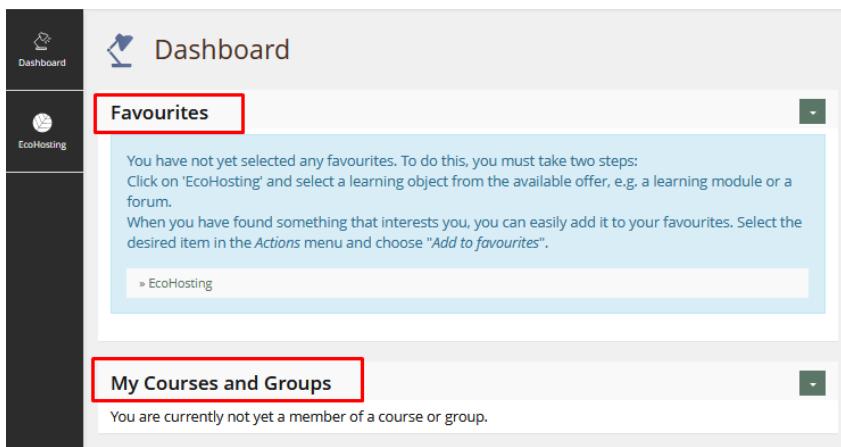
* Required

Save

Qui è possibile modificare la password.

2.2 “Strumenti”

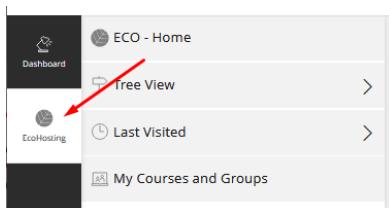
2.2.1 Dashboard



The screenshot shows the 'Dashboard' page. On the left is a sidebar with icons for 'Dashboard' and 'EcoHosting'. The main area has two sections: 'Favourites' (highlighted with a red box) and 'My Courses and Groups' (also highlighted with a red box). The 'Favourites' section contains instructions on how to select favourites and a link to '» EcoHosting'. The 'My Courses and Groups' section states that the user is not yet a member of any course or group.

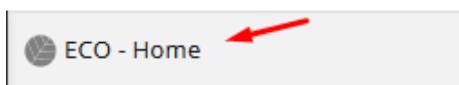
È come un'area di lavoro di un PC, dove è possibile aggiungere e gestire i collegamenti alle risorse disponibili sulla piattaforma.

2.2.2 EcoHosting



The screenshot shows the 'EcoHosting' sidebar menu. It includes options like 'ECO - Home', 'Tree View', 'Last Visited', and 'My Courses and Groups'. The 'EcoHosting' icon is highlighted with a red arrow.

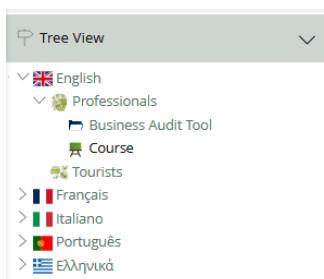
2.2.2.1 EcoHosting - Home



The screenshot shows the 'ECO - Home' button on the homepage, which is highlighted with a red arrow.

Torna all'homepage.

2.2.2.2 Visualizzazione ad albero



The screenshot shows the 'Tree View' menu. It lists categories such as English (Professionals, Business Audit Tool, Course, Tourists), Français, Italiano, Português, and Ελληνικά. Each category has a small icon next to it.

Sfogliare i contenuti in modo gerarchico.

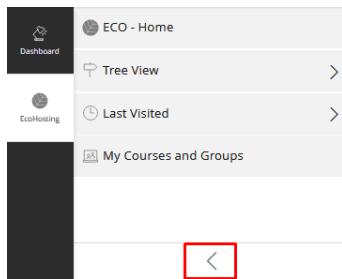
2.2.2.3 Ultima visita



The screenshot shows the 'Last Visited' menu. It lists recent visits: English, Français, Italiano, Português, and Ελληνικά. A red arrow points to the 'Last Visited' button.

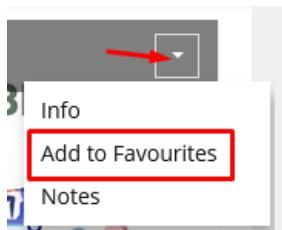
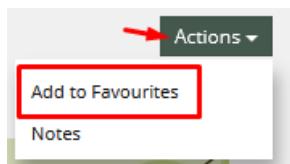
Elenco degli ultimi contenuti visualizzati.

2.2.2.4 Chiudi



Chiudi il "menu".

2.2.3 Aggiungi ai favoriti



3 EcoHosting.net corsi

 English
Version in English

 Français
Version in French

 Português
Version in Portuguese

 Ελληνικά
Version in Greek

 Italiano
Version in Italian

I contenuti dei corsi sono disponibili in inglese, francese, portoghese, greco e italiano.



This platform aims to promote environmentally friendly behaviour when you manage or use tourist accommodation in natural or rural areas.

It deals with various themes (water management, waste management, energy management, etc.) and offers concrete examples, proposals for action and, in some cases, videos to enable you to engage in an environmental management process.

In order to start your training course, please choose one of the two following proposals

You need to create an account first

 INSTRUCTIONS	 TOURISTS	 PROFESSIONALS
		

Sono previsti due corsi, con due voci: una per visitatori e turisti, l'altra per responsabili di strutture alberghiere e turistiche.

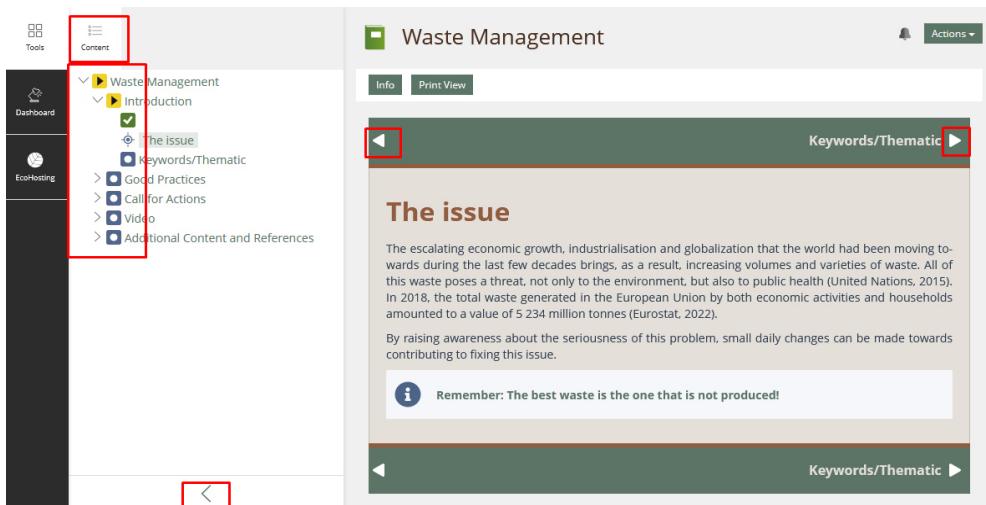
Scegliete il contenuto a cui volete accedere: "Turisti" o "Professionisti"

3.1 Turisti



Choose the topic you wish to learn about.

3.1.1 “Argomenti”



The issue

The escalating economic growth, industrialisation and globalization that the world had been moving towards during the last few decades brings, as a result, increasing volumes and varieties of waste. All of this waste poses a threat, not only to the environment, but also to public health (United Nations, 2015). In 2018, the total waste generated in the European Union by both economic activities and households amounted to a value of 5 234 million tonnes (Eurostat, 2022).

By raising awareness about the seriousness of this problem, small daily changes can be made towards contributing to fixing this issue.

Remember: The best waste is the one that is not produced!

3.1.1.1 Navigare nella Pagine



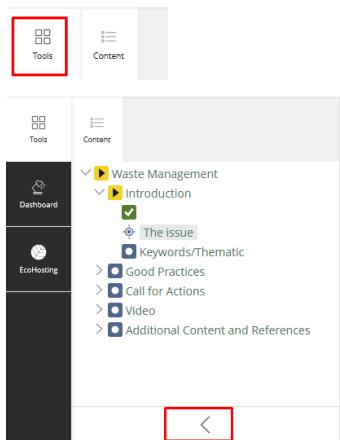
3.1.1.2 Non letti



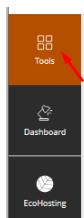
3.1.1.3 Già letti



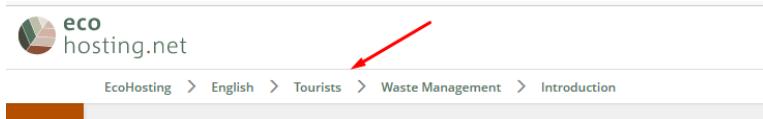
3.1.1.4 Chiudi il “Menu”



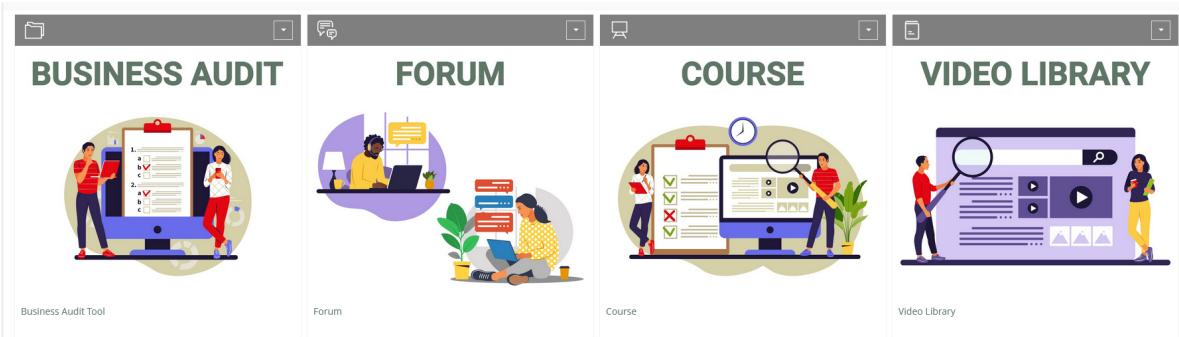
3.1.1.5 Apri il “Menu”



3.1.1.6 Indietro alla pagina principale “Turisti”

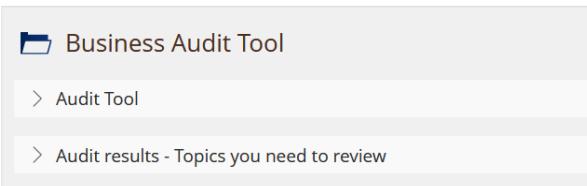


3.2 Professionisti



1. Fate un'autoanalisi per verificare dove dovete ancora migliorare le vostre prestazioni (solo se siete proprietari o dirigenti).
2. Esaminate il modulo
3. Condividete con gli altri nel Forum
4. Verificate le vostre nuove conoscenze e i vostri progressi

3.2.1 Business, strumento di Audit

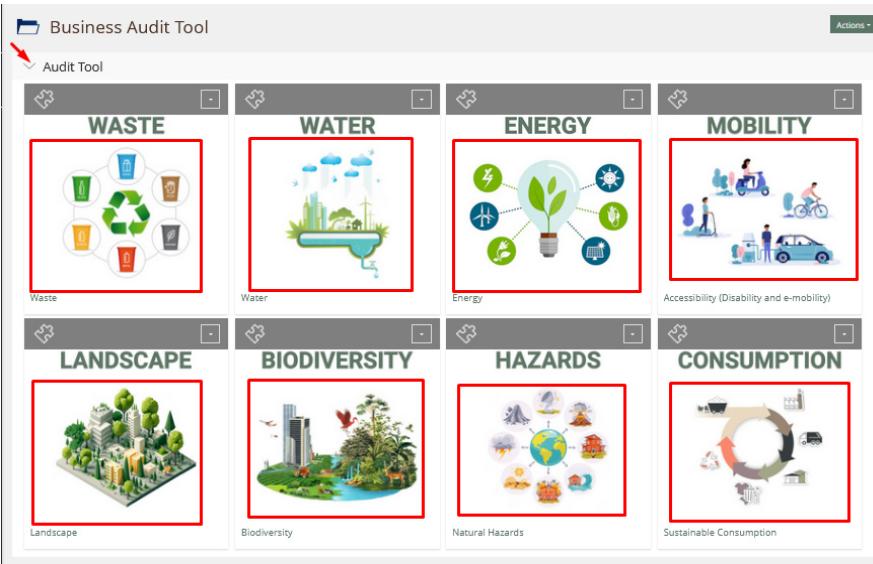


Business Audit Tool

- > Audit Tool
- > Audit results - Topics you need to review

Strumento di valutazione iniziale di conoscenza e competenza per determinare i percorsi di apprendimento individuali.

3.2.1.1 Scegli l'argomento



The screenshot shows the "Audit Tool" section of the Business Audit Tool. It displays various categories with corresponding icons:

- WASTE**: Shows recycling symbols.
- WATER**: Shows water droplets and a river.
- ENERGY**: Shows a lightbulb and energy sources.
- MOBILITY**: Shows people using different modes of transport.
- LANDSCAPE**: Shows a cityscape and greenery.
- BIODIVERSITY**: Shows a variety of plants and animals.
- HAZARDS**: Shows natural disaster icons.
- CONSUMPTION**: Shows a circular economy icon.

3.2.1.2 Inizia



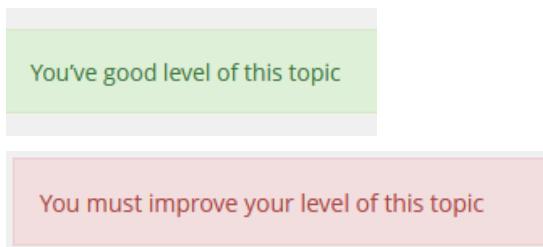
The screenshot shows the "Start the Test" page. At the top, there are tabs: Info (which is selected), Results, and Learning Progress. Below the tabs is a "Start the Test" button, which is highlighted with a red box. Underneath the button is an "Introductory Message" field.

3.2.1.3 Domande

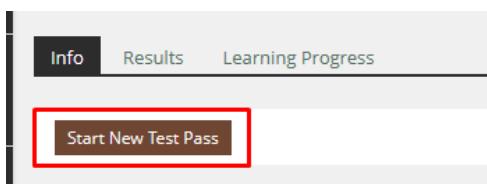


È possibile: passare alla domanda successiva; passare alla domanda precedente; sospendere il test per finirlo più tardi; oppure terminare il test.

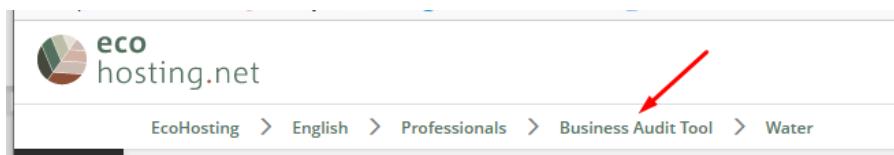
3.2.1.4 Risultati



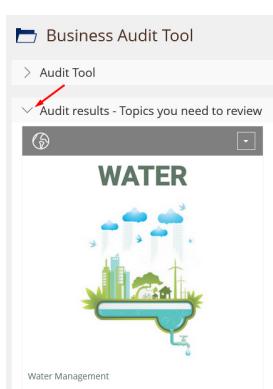
3.2.1.5 Ripeti il test



3.2.1.6 Indietro verso la pagina “Business Audit Tool”

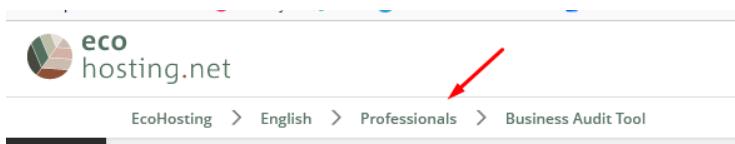


3.2.1.7 Risultati dell’Audit



I "Risultati dell'audit" riprendono gli argomenti da svolgere.

3.2.1.8 Indietro alla pagina “Professionisti”



3.2.2 Forum

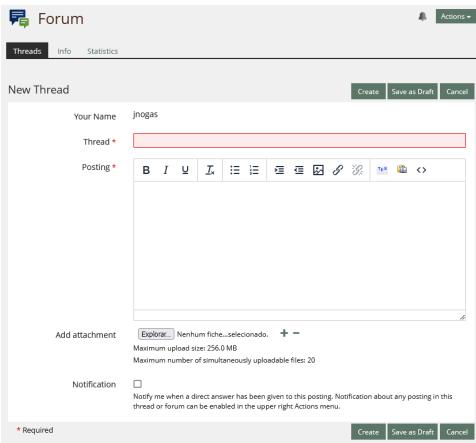


The screenshot shows the 'Threads' section of the forum. There is one thread listed:

Thread	Created by	Articles	Visits	Drafts	Latest Article
Teste Thread	jnogas	1	0	0	-

Below the table, it says: Unread: 1 New: 1

3.2.2.1 Nuovo Thread/Argomento



The screenshot shows the 'New Thread' creation form. The fields filled in are:

- Your Name: jnogas
- Thread: (empty)
- Posting: (empty)
- Add attachment: (empty)
- Notification: (unchecked)

At the bottom, there are three buttons: Create, Save as Draft, and Cancel.

3.2.2.2 Rispondi/Modifica Thread

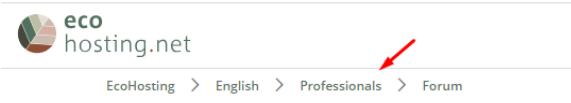


The screenshot shows the 'Teste Thread' reply form. A message has been posted:

Teste Thread
Teste message

At the bottom right of the message area, there is a 'Reply' button with a dropdown arrow, which is highlighted with a red box.

3.2.2.3 Indietro alla pagina “Professionisti”

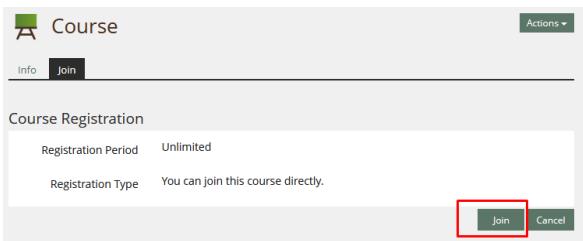


The screenshot shows the navigation bar with the following path:

- EcoHosting > English > Professionals > Forum

A red arrow points to the 'Forum' link in the navigation bar.

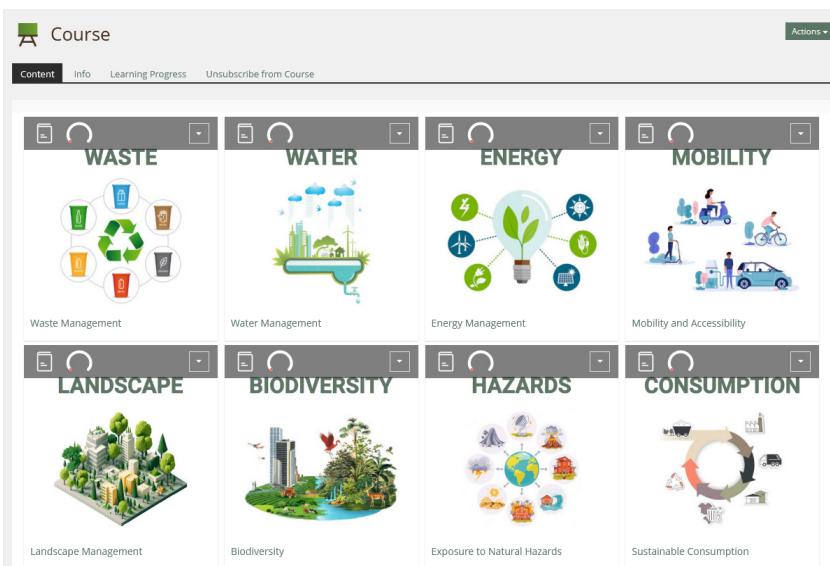
3.2.3 Corso Professionisti



È necessario "iscriversi" al corso.



3.2.3.1 "Argomenti"



WASTE	WATER	ENERGY	MOBILITY
Recycling icons	Water cycle icons	Renewable energy icons	People on vehicles icons
Waste Management	Water Management	Energy Management	Mobility and Accessibility

LANDSCAPE	BIODIVERSITY	HAZARDS	CONSUMPTION
Landscape management icon	Biodiversity icon	Natural hazards icon	Sustainable consumption icon
Landscape Management	Biodiversity	Exposure to Natural Hazards	Sustainable Consumption

Scegliere l'"argomento" e leggere i contenuti

3.2.3.2 Non iniziato/finito



3.2.3.3 Navigare tra le pagine



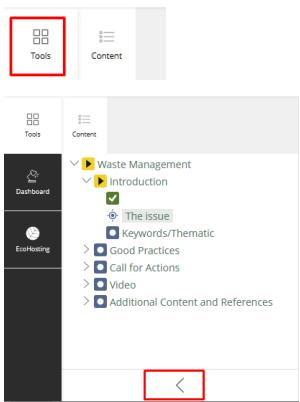
3.2.3.4 Non letto



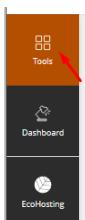
3.2.3.5 Già letto



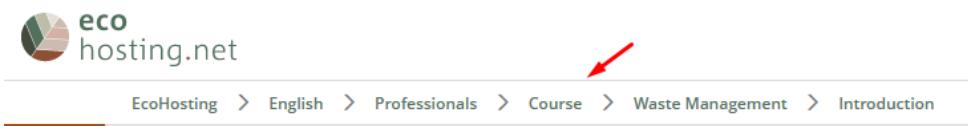
3.2.3.6 Chiudi il “Menu”



3.2.3.7 Apri il “Menu”



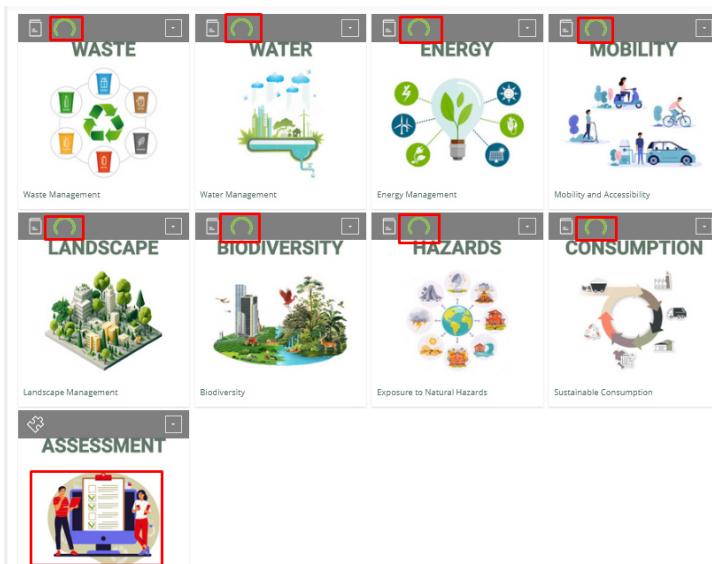
3.2.3.8 Indietro alla pagine “Corso”



3.2.3.9 Completato (tutti le pagine sono state lette)

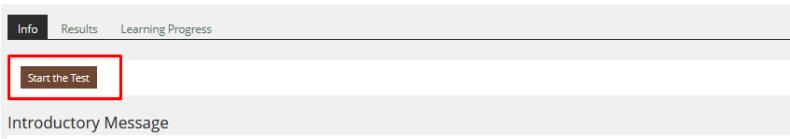


3.2.3.10 Auto-Valutazione finale



Quando tutti gli argomenti sono stati letti, è disponibile l'"Autovalutazione finale".

3.2.3.11 Inizia



Info Results Learning Progress

Start the Test

Introductory Message

3.2.3.12 Domande



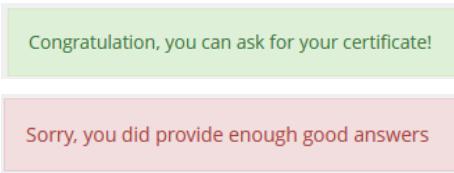
Suspend the Test Finish the Test

← Previous

Next →

È possibile: passare alla domanda successiva; passare alla domanda precedente; sospendere il test per terminarlo più tardi; terminare il test.

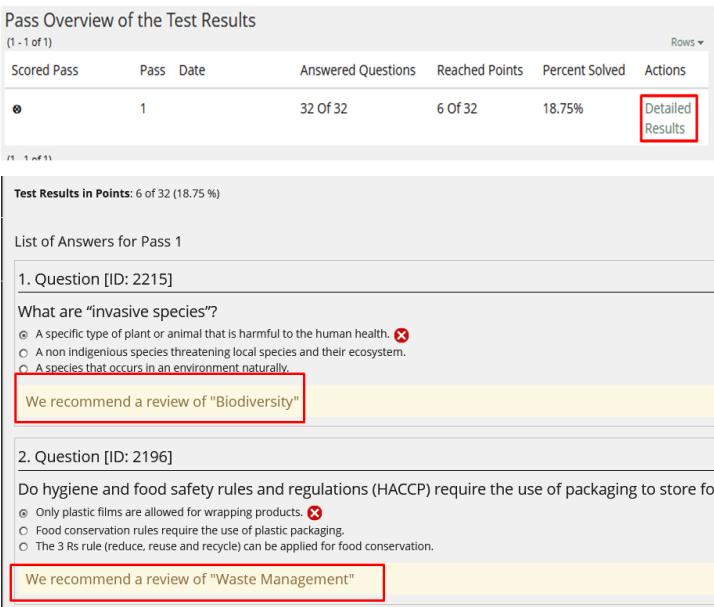
3.2.3.13 Risultati



Congratulation, you can ask for your certificate!

Sorry, you did provide enough good answers

3.2.3.14 Risultati dettagliati



Pass Overview of the Test Results
(1 - 1 of 1)

Scored Pass	Pass	Date	Answered Questions	Reached Points	Percent Solved	Actions
0	1		32 Of 32	6 Of 32	18.75%	Detailed Results

Test Results in Points: 6 of 32 (18.75 %)

List of Answers for Pass 1

1. Question [ID: 2215]

What are "invasive species"?

- A specific type of plant or animal that is harmful to the human health. **X**
- A non indigenous species threatening local species and their ecosystem.
- A species that occurs in an environment naturally.

We recommend a review of "Biodiversity"

2. Question [ID: 2196]

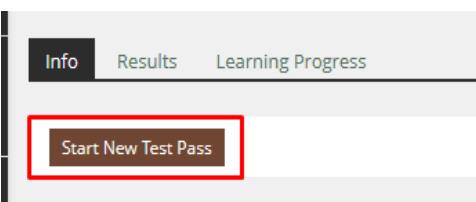
Do hygiene and food safety rules and regulations (HACCP) require the use of packaging to store foo

- Only plastic films are allowed for wrapping products. **X**
- Food conservation rules require the use of plastic packaging.
- The 3 Rs rule (reduce, reuse and recycle) can be applied for food conservation.

We recommend a review of "Waste Management"

È possibile visualizzare le informazioni dettagliate delle risposte su "Risultati dettagliati".

3.2.3.15 Ripeti



Info Results Learning Progress

Start New Test Pass

L'utente ha a disposizione 2 tentativi

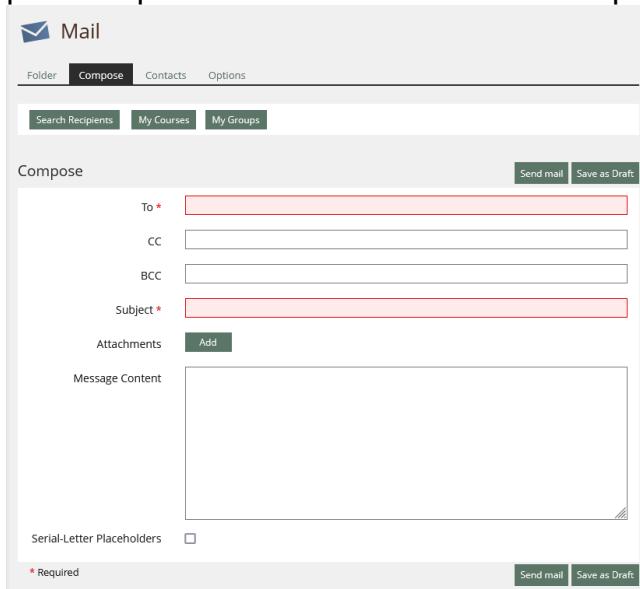
3.2.3.16 Indietro alla pagina “Corso”



3.2.3.17 Certificato di completamento



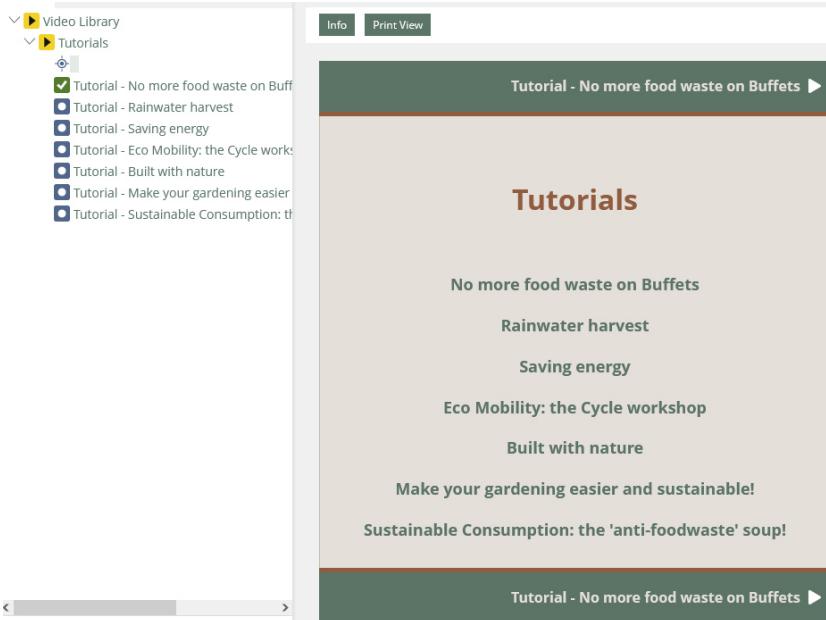
Se si ottiene un numero sufficiente di risposte corrette, sarà disponibile un pulsante per richiedere il certificato di completamento.



3.2.3.18 Indietro alla pagina “Professionisti”



3.2.4 Libreria video



The screenshot shows a sidebar on the left with a tree icon and the following menu items:

- Video Library
- Tutorials

Under 'Tutorials', there is a list of checked items:

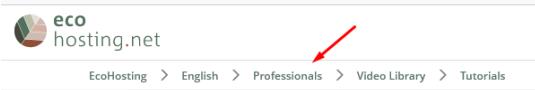
- Tutorial - No more food waste on Buffets
- Tutorial - Rainwater harvest
- Tutorial - Saving energy
- Tutorial - Eco Mobility: the Cycle workshop
- Tutorial - Built with nature
- Tutorial - Make your gardening easier and sustainable!
- Tutorial - Sustainable Consumption: the 'anti-foodwaste' soup!

The main content area has a dark green header bar with the text "Tutorial - No more food waste on Buffets" and a right-pointing arrow. Below the header, the word "Tutorials" is displayed in a brown font. The main content area contains several small, bolded text links:

- No more food waste on Buffets
- Rainwater harvest
- Saving energy
- Eco Mobility: the Cycle workshop
- Built with nature
- Make your gardening easier and sustainable!
- Sustainable Consumption: the 'anti-foodwaste' soup!

La videoteca raccoglie tutte le esercitazioni fornite dal corso.

3.2.4.1 Indietro alla pagina “Professionisti”



The screenshot shows the top navigation bar of the website. The links are:

- EcoHosting
- > English
- > Professionals
- > Video Library
- > Tutorials

A red arrow points to the "Professionals" link.