

Dear Students!

Our University delivers selected e-Learning courses using appropriate ICT tools to deliver rich interactive learning environment away from the traditional classroom. It is accessible from anywhere via the Internet at <https://elearning.szie.hu/>.

In this document we would like to provide a few basic information to help you navigate in the system.

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1. Logging in

The portal (<https://elearning.szie.hu/>) can be accessed by University students by typing their Neptun code and the corresponding password (previously set on the website JoKeR).

switch to English

MATE E-learning Portál

Kezdőoldal | Kurzusok | Fontos linkek | English (en) | You are not logged in. (Log in)

Magyar Agrár- és Élettudományi Egyetem (MATE) E-learning Portál

MATE E-learning Szolgáltatás - Elérhetőségek

Rendszer leállás vagy üzemelési hiba, kurzusműveletek, oktatói hozzáférés, e-learning használat általában, módszer: EGYETEMI KÖNYVTÁR ÉS LEVÉLTÁR

E-mail: elearning@uni-mate.hu
Fónai Nikolett (Kaposvári Campus)
+36-82-505-800/1306

Gyulai Judit (Szent István Campus)
+36-28-522-000/1177

Sikertelen belépés jelszó miatt, névváltoztatás: INFORMATIKAI IGAZGATÓSÁG
E-mail: helpdesk@uni-mate.hu

Útmutatók, hírek
E-learning szolgáltatás - általános leírás és útmutatók
E-learning hírek
GYIK
Oktatói útmutatók

E-learning szolgáltatás - általános információk | E-learning hírek | News | Oktatói útmutatók

Hallgatói tájékoztató az első belépéshez, kurzusra való bejelentkezéshez | GYIK | FAQ | Tutorial for Students: Login and enroll in a course

Hallgatói tájékoztató az első belépéshez és a profil beállításához, kurzusra való bejelentkezéshez 896.9K PDF document Uploaded 11/09/20, 08:40

Tutorial for Students: Login to elearning, search for a course and enroll in it 1M PDF document Uploaded 11/09/20, 09:15

Magyar Agrár- és Élettudományi Egyetem (MATE) E-learning Portál

log in

E-learning szolgáltatás - általános információk	E-learning hírek News GYIK FAQ	Oktatói útmutatók Tutorial for Students: Login and enroll in a course
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News **FAQ** **Tutorial**

1.1 First time users' login

Prior to anything else, activating your user account is required on the site joker.uni-mate.hu
 First, switch the language to English and log in.

switch to English

Student's Neptun Code

the letters "Ne" and 8 digits of your date of birth in this order: NeYYYYMMDD).

MATE identifier

Password

For employees the MATE identifier consists of 3 letters and 4 numbers,
 For students the identifier matches the NEPTUN code.

If you have previously accessed MATE wifi, elearning or webmail
 then you can try to login using the password used in these systems,
 not the default password!

Login

In case of login failures send a mail to helpdesk@uni-mate.hu!

After logging in, you have to change the pre-set password, and by changing it, you'll activate your account. (Note: If you have previously accessed SZIE Wi-Fi, e-learning or webmail, you already activated your account and created a password - other than the pre-set one! You don't need to do it again.)

From then on, the Neptun code and the new password can be used to access university systems including the E-learning system, webmail and Wi-Fi, databases. (The password replacement does not affect the Neptun system.)

If you have problems logging in, you should contact the MATE IT Directorate at the address **helpdesk@uni-mate.hu**

The password needs to be renewed every 6 months on joker.uni-mate.hu

If you forgot your password, ask for help at **helpdesk@uni-mate.hu**

2. Profile data

After the first login, you can view your own profile by selecting the "Profile" drop-down menu under the user name. Your personal data from the university registration system are automatically uploaded to the E-learning portal. If your name is incorrect and needs to be changed, contact **helpdesk@uni-mate.hu**.

2.1. The University e-mail address

The university e-mail address is set up automatically to your E-learning account. This e-mail address appears in your profile information. All E-learning system messages arrive to this e-mail address, so it is important to activate and periodically check your mailbox or set up message forwarding to your private email address.

Information on university email account, Office365 account, visit the home page of the IT Directorate:

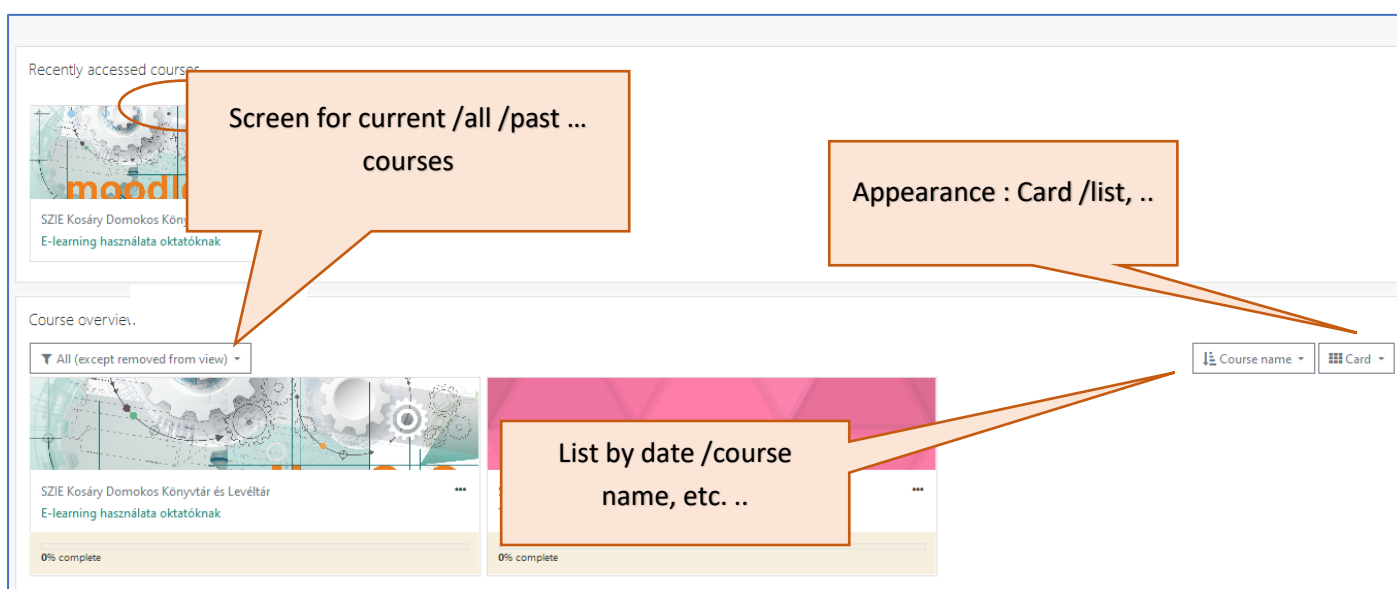
<https://it.uni-mate.hu/en/home>

https://it.uni-mate.hu/en/english_office_365_register_student

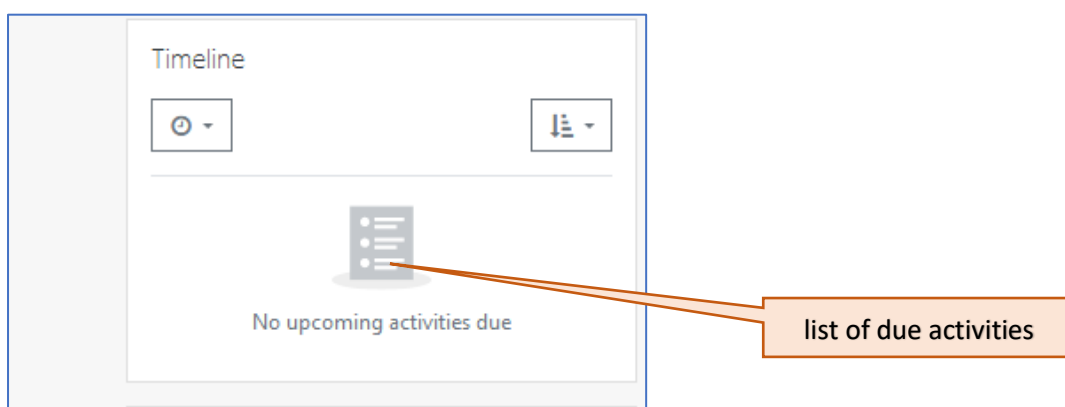
If you have any questions regarding O365 registration, or other logging related questions, please contact IT Directorate at **helpdesk@uni-mate.hu**

3. Dashboard, courses

After you login, the E-learning system launches the Home page (Kezdőoldal) from where you can navigate to the Dashboard to see the courses you are already enrolled to.



The **Course overview** displays courses, the **Timeline** displays the current tasks or activities which that can be sorted by date or course. The **Timeline** block in the lower right area.



Teachers inform you of their courses launched in the E-learning system.

Enrolled students use the uploaded electronic learning tools as instructed by teachers.

Not all MATE courses available in Neptun are launched in the E-learning system. If your teacher did not contact you and send information about course details, so you should contact the teacher through Neptun.


4. Searching for a course

- If your teacher has given you a link, just click on it, and it will take you directly to the course.
- If you don't have a link to the course, click on the button „**Courses**” which can be found on the header (next to your user name.) A menu will appear including the actual semester (e.g. 2020/2021 II. félév). Clicking on the actual semester, a new menu will appear listing the Institutes. Click on the right faculty then browse among courses. This way you can be sure that you found the correct course (right faculty, right semester.)

if you did not receive the link that takes you directly to the course, click here to access the list and search area for courses

The screenshot shows the MATE E-learning portal interface. At the top, there is a navigation bar with the MATE logo and the text 'MATE MAGYAR AGRÁR- ÉS ÉLETTUDOMÁNYI EGYETEM'. Below the logo, there are links for 'Kezdőoldal', 'Kurzusok', 'Fontos linkek', and 'English (en)'. The 'Kurzusok' link is circled in orange. On the left side, there is a sidebar menu with options: Home, Dashboard, Calendar, Private files, Content bank, My courses, and a user profile icon. The main content area displays the title 'Magyar Agrár- és Élettudományi Egyetem (MATE) E-learning' and the breadcrumb 'Home / Courses'. Below this, there is a search box labeled 'Search courses' with a 'Go' button and a help icon. To the right of the search box is an 'Expand all' link. Below the search box, there are two expandable menu items: '2020/2021 II. félév' and '2020/2021 I. félév'. An orange callout box points to the '2020/2021 II. félév' item with the text '2020/2021 2nd Semester'. Another orange callout box points to the search box with the text 'search among courses by typing the name'.

- You can also select the right Course categories proceeding as above, then type in the course name or Neptun Code in the field **Search courses** and click **GO**.
- If you conduct a search by course name or course Neptun code, you may get a list of courses.

You will need to select the right one carefully. By clicking on the  by the name of the course, you can read information like the name of the teacher(s) or a short summary.

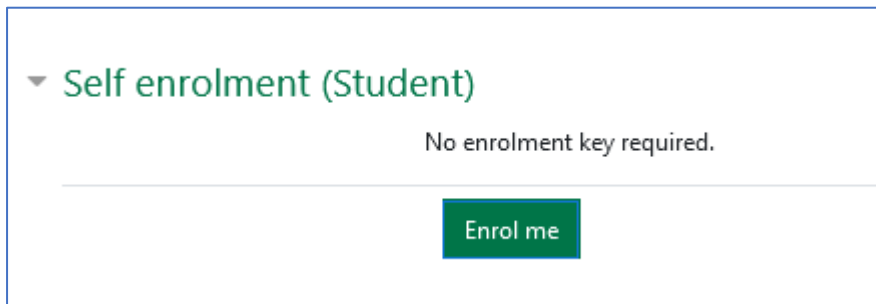
- The name of most courses consists of the followings:

NEPTUN Code – Name of the course - 2020/2021 – spring (actual year - and/or semester)

These elements can guide you to choose the right course.

5. Enrol in a course

After you found the course you need, you can enrol by clicking on its name and then clicking on „Enrol me”.

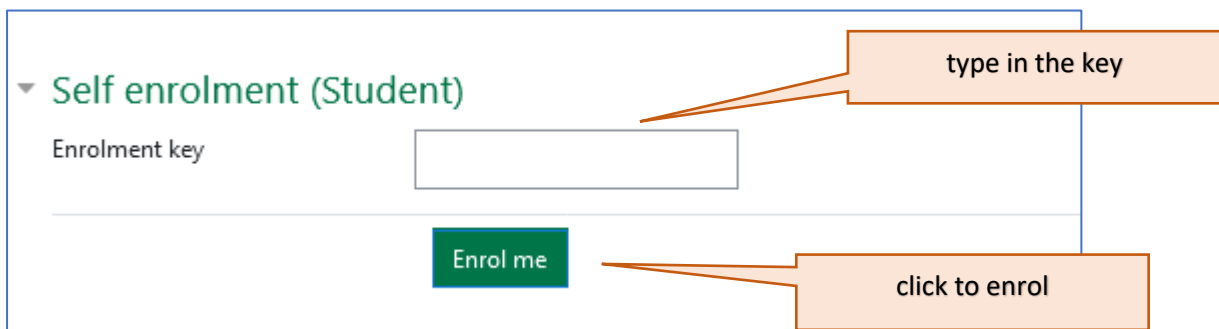


▼ Self enrolment (Student)

No enrolment key required.

Enrol me

If there is an enrolment key set by your teacher, you'll see the followings:



▼ Self enrolment (Student)

Enrolment key

Enrol me

type in the key

click to enrol

The Enrolment key is provided by your teacher exclusively.

The key needs to be typed properly, being upper and lower case sensitive. Beware: if you copy and paste the key instead of typing it, sometimes it adds a „space” before or after the text, which leads to an incorrect key.

6. Assistance

If you need assistance regarding the system, send an email to elarning@uni-mate.hu.

If you need assistance to login, password, send an email to helpdesk@uni-mate.hu

If you need information about a certain course, contact your teacher.

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