

Contents

1.	Portal Navigation	. 3
2.	Registration Procedure	. 4
3.	Portal Login	. 6
4.	Accessing your Courses	10

1. Portal Navigation

The portal homepage is shown below:



The homepage displays the following:

- Main Menu
- Access to the portal's social media (Facebook, YouTube)
- Learning Objects
- Course Categories
- Announcements News
- Contact form

2. Registration Procedure

Before you enroll in a Learning Object, you have to **create your user profile** by filling your personal information. You are required to complete this procedure because you might be eligible for a discount depending on whether you are a student in the University of Piraeus, whether you are currently unemployed, and other factors.

Please find more information on our discount policy here

To create your profile, select the **Register** button on the top right section of the page.



Register	
Username *	
	Usernomes cannot be changed.
Password *	
	Type your password. Minimum length of 8 characters.
Password verification *	
	Type your password again.
First name *	
Last name *	
Father's name *	
Gender *	Άνδρας/Male
Previous	1 2 3 4 Next

Please note that all fields marked with a red star icon * are mandatory.

In steps 3 and 4 of your application, you are required to provide proof of your student or graduate status by uploading your degree in document form (.PDF, .doc, docx, etc.) or image form (e.g. .jpeg, .tiff, etc.).

Register		
Level of Education *	Απόφοιτος AEI/ Graduate University	~
Are you Graduates of the Department of Maritime Studies of the University of Piraeus?	NαL/Yes	~
Upload your degree		
Upload your degree	UPLOAD	
Institution	University of Piraeus	
Department	Department	
Previous	1 2 3 4 Next	l

Check the following box if you would like to receive your credentials via email:



After filling all the required fields of the application, please select the Register button

Register			
Are you People with many children?	Όχι/Νο		~
Are you People with special needs?	ΰχι/Νο		~
Are you Unemployed?	ΰχι/Νο		~
Previous	1 2 3 4	Next	
Send these credentials via email.			
	REGISTER		

Your account will be reviewed by an administrator (in order for your discount eligibility to be verified).

You will then receive an email to inform you that your registration is approved. If you are eligible for a discount you will be able to view it after you login.

3. Portal Login

To access your account, please select the Login button on the top right section of the portal



You will then have to enter your personal credentials:

Login	
Username or Email	
Password	
Remember Me	

Upon successful login, your username will be displayed on the top right section of the portal.

You can browse or search for learning objects of your interest. Once you locate a course or seminar, you can read more about it and watch a short video on the course contents and objectives.



At the right side of each course page, you can view its price and the discounted price (if you are eligible for a discount).

If you wish to purchase a learning object, click the button "Enroll in this Course"



The portal displays the following message:

✓ SUCCESS. "MARITIME STRATEGY AND POLICY" HAS BEEN ADDED TO YOUR CART.
--

You can view all the courses you have selected for purchasing by clicking on the "View Cart" button.

Maritime Strategy and Policy		400.00 €	1	400.00 ¢ UPDATE CAR
				UPDATE CAR

After reviewing this information, you can click on the "**Proceed to Checkout**" button.

The following screen displays all the information and details of the order to be placed:

Billing details		Additional information
First name *		Order notes (optional)
		Notes about your order, e.g. special notes for delivery.
Last name *		
Lust nume		
Phone *		
Email address *		
gvoulkas@gmail.com		
0		
TIMOAOFIO (optional)		
Όχι	✓	
/our order		Payment
PRODUCT	TOTAL	ΠΛΗΡΩΜΉ ΜΈΣΩ ΤΟΥ ΚΈΝΤΡΟΥ ΕΡΕΥΝΏΝ ΤΟΥ ΠΑΝΕΠΙΣΤΗΜΊΟΥ ΠΕΙΡΑΙ
Maritime Strategy and Policy × 1	400.00 €	Ακολουθήστε τη διεύθυνση: https://eserv.kep.unipi.gr/ePos/Advance?cat=9 για να ποργωράστε στην ολοκλόρωση της αγοράς σης!!
Subtotal	400.00 €	προχωρησετε στην οποκτηρωση της αγορας σας::
VAT	0.00 €	PLACE ORDER
Total	400.00 €	

To finalize and place your order, click on the "**Place Order**" button. You will be redirected to the **secure payment environment** of the University of Piraeus Research Center.

Please note that you can switch languages and opt to display this page in English.



	ALEUS ITER	
eServices	ePOS Informations Contact	English 🔻 📄
U.P.R.C.	- Payment services	
➡ Payment infor	mation (Step: 1/3)	
Choose the category and type amount of the payment. If you Country dropdown list and fill	e of payment you are interested in. Fill your VAT registration number, your full name and the i don't have a VAT registration number or your country is not listed, please select "Other" from 9 zeros in VAT field.	
Then select the bank through	which you want the payment to be made.	
Category	U.P.R.C - Research Committee	
Payment	900 - Various Services	
VAT	Country AT-Austria •	
Full name		
Amount		
Select a bank v	PIRAEUS BANK	
ePOS © 2019 - UNIVERCITY	OF PIREUS RESEARCH CENTRE	ver: 18.09.13

At the "Payment" field of this form, please select the value: 902 - C402-eLearning in Maritime Studies

Category	U.P.R.C - Research Comm	nittee			•
Payment	902 - C402-eLearning in N	Maritime	Studies		•
VAT	Con	untry	EL-Greece	T	

Note: You will then receive an email message that will inform you regarding your order.

Thank you for your order				
Hi George,				
Just to let you know — we've received your order #2618, and it is now being processed:				
[Order #2618] (18 February 2019)				
Product	Quantity	Price		
Maritime Strategy and Policy	1	400.00 €		
Subtotal:		400.00 €		
VAT: Payment method:		0.00€		
		Πληρωμή μέσω του Κέντρου Ερευνών του Πανεπιστημίου Πειραιά		
Total:		400.00 €		
Billing address				
George Voulkas 6937212905 gvoulkas@gmail.com				
Thanksl				
i namoj				

4. Accessing your Courses

After your payment is cleared, you will receive another email message to inform you of your successful registration in the learning objects that you have purchased.

Please note that in order to access your courses you will have to login first. You can do so by clicking on the Login button on the top right section of the portal.



You will then have to enter your personal credentials:

Login	
Username or Email	
Password	
Remember Me	

Upon successful login, your username will be displayed on the top right section of the portal.

On the main menu, you will notice a new item: "**MY COURSES**". This page displays the course that you have purchased.



To enter a course, select its title on this page. You will be transferred to the e-learning system where you will be able to access all the course material and view all related activities.

