

# ECQA Certified Terminology Manager Online Campus

## Log on to the ECQA platform and do the self assessment

The first step to do the self assessment and access the Moodle learning platform is to **create an ECQA account and to log on to the ECQA Platform for Terminology Managers.**

1. Please **go to: <http://www.ecqa.org/index.php?id=23>** and register:

- if you **don't have an account or**
- if you want to log on with your existing account to a **new job role**,  
e.g. if you logged on to ECQA Certified Terminology Manager\_basic and now you want to check out the ECQA Certified Terminology Manager\_advanced or \_engineering.



The screenshot shows the ECQA website interface. At the top left is the ECQA logo. Below it is a navigation menu with links such as 'About ECQA', 'Certified Job Roles', 'Cooperation with ECQA', 'Certified Training Providers', 'Upcoming Trainings', 'Certification & Submission', 'Learning Portal', 'Conferences', 'ECQA Community', 'EU Projects', 'ETACS', and 'Download Center'. The main content area is titled 'Log in to the Learning/Self Assessment Portal'. It contains three login sections: 'Participant', 'Assessor', and 'Training Organization'. Each section has a 'Username' and 'Password' field, a 'Forgot your [username/password]?' link, and a 'Login' button. A 'Register' button is located to the right of the 'Participant' login section. A yellow arrow points to the 'Register' button with the text 'Register here'. At the bottom of the page, there is a footer with links for 'Impressum' and 'Contact', and a copyright notice for 2009-2012.



2. Please select the profession “Terminology Manager - Advanced” and click Next>>

Terminology Manager - Advanced

Terminology Manager - Basic

Terminology Manager - Engineering

Terminology Manager - International Organisations

Trans-European Voluntary Certification for Translators

Transnational RTI-Manager for Centropre Region

Valorisation Expert

3. Please select TermNet as your training organization and click Next>>

**Please, select your training organisation:**

TermNet Business GmbH Country: Austria  
Web page: <http://www.termnet.org/>

4. Please register

- If you already have an ECQA account, just add the new Job Role to your profile by clicking the first option.
- If you have never attended an ECQA course, you have to register as a **new user** and fill in your personal details and create an account. And then you will be redirected to CTM—Advanced.

### Register an account for Terminology Manager - Advanced at TermNet Business GmbH

Please choose one of the following options:

I have registered to the system before and have a username and password.

I am a new user and would like to create an account.

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**Account Information**

Username	<input type="text"/>
Password	<input type="password"/>
Retype Password	<input type="password"/>

**Company Information**

**Important:**  
NO BLANC SPACE (gsauberer, NOT: g sauberer)

NO CAPITAL LETTERS (gabrielesauberer, NOT: Gabriele Sauberer)

Numerics are okay: gabriele2018

**Important:**  
Please fill in ALL the fields, even the FAX. You can fill in ANY number, in case if you do not use Fax any longer.

**SELF ASSESSMENT:** In this platform, you can click on the **Skill Units** and test your knowledge in the different **Professional Competences**

First step, click on one Skill Unit

**Skill Unit 1**

- CTM-A.U1 PROFESSIONAL TERMINOLOGY MANAGEMENT: THEORY AND PRACTICE (PTM)
- CTM-A.U2 TOOLS AND TECHNOLOGY (TAT)
- CTM-A.U3 TERMINOLOGY STRATEGIES FOR BUSINESS PROCESSES (TSB)
- CTM-A.U4 TERMINOLOGY PROJECT MANAGEMENT AND TEAM WORK (TPW)
- CTM-A.U5 TERMINOLOGY STANDARDS AND LEGAL ISSUES (TSL)
- CTM-A.U6 APPLICATION SCENARIOS (APS)

Second step, select one of the competences

- CTM-A.U1 PROFESSIONAL TERMINOLOGY MANAGEMENT: THEORY AND PRACTICE (PTM)
  - Terminology theory (advanced level)
  - How to implement terminology management
  - How to define a termbase structure
  - How to structure a terminological entry
  - Why and how to assure quality of terminological entries

... for example, this one....

Third step, click **Self Test** and start answering the questions. If you want to reset your answers, click Reset Questions.

[Reset Questions](#) **Reset Questions**

Terminology theory (advanced level):

CTM-A.U1.E1.PC1 S/he has gained a thorough understanding of terminology theory and terminology concepts.

Poor:  Fair:  Good:  Excellent:  Not App.:  [Self Test](#) [Note](#) [Assessors](#)

Terminology science...

is the study of the structure, formation, development, usage and management of terminologies in various subject fields.

is the work concerned with the systematic collection, description, processing and presentation of concepts and their designations.

The first turning point for the terminology science was during the 18th century, when representatives from the natural sciences, as for example Linnaeus, Lavoisier and Berthelot, started to feel the necessity for basic principles and a coherent system for naming things.  Correct  Wrong

Today we can find different theories, schools and approaches in Terminology that suit the different purposes of terminology work.  Correct  Wrong

**Self Test**

You can check your results just by clicking "Assessment" and "Results".

Home Evidences Learning Exam **Assessment** Settings Help Logout

Log

Results

And that's it! If you have any question you can always contact us ([events@termnet.org](mailto:events@termnet.org)) and we will be very happy to help!

**TermNet Business GmbH, Gabriele Sauberer, [events@termnet.org](mailto:events@termnet.org)**