



臺灣學術倫理教育資源中心操作手冊

必修學生(Mandatory Students English Guide)

製作日期：2016年3月24日

本手冊適用將本課程列為必修、口試或畢業門檻之學校學生。

(若您使用電腦瀏覽，可直接點選下方目錄閱讀)

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【教育部校園學術倫理教育與機制發展計畫辦公室製作】

中文版操作手冊 Chinese Guide

1. 登入網站

1-1. 輸入網址：<https://ethics.nctu.edu.tw>，即可進入「臺灣學術倫理教育資源中心」網站。進入首頁後，若您為 103 學年度前(含)學生，請點選「103 年前(含)舊生上課專區」使用，104 學年度後(含)學生請直接於首頁右方登入。**注意：請於接到學校通知後，再以學號作為帳號、密碼預設學號後 5 碼登入網站，請勿自行註冊，以免影響您的權益。**



1-2. 身份請選「必修學生」，並選您的學校，帳號為學號，密碼預設學號後 5 碼，輸入驗證碼後登入。



1-3.登入後，若需修改密碼或電子信箱，請於網站上方點選您的姓名方可更改。

The screenshot shows the '課程專區' (Course Area) of the Research Ethics Education website. At the top, there is a navigation bar with links for '最新消息', '計畫簡介', '課程專區', '學習歷程', '學習資源', and '新手上路'. The '課程專區' link is highlighted with a red box. Below the navigation bar, the page title is '課程專區' and there are tabs for '課程分類' and '我的課表'. A paragraph of text explains the course selection process: '請從「學術研究倫理教育課程」列表中，加選您想閱讀的單元，您所選擇的單元會顯示在「我的課表」中，若加選的單元有包含全部核心單元，可於修畢課程後進入課程總測驗，並在通過測驗後線上申請修課證明。' On the left side, there is a sidebar menu with '核心單元', '法律', '人文/管理科學/社會及行為科學/教育', '生物醫學', and '全部課程'. The main content area is titled '核心單元' and displays six course units in a grid. Each unit includes an icon, a title, a brief description, and a '加選' (Add) button. The units are: 01. 研究倫理的定義與內涵; 02. 研究倫理的專業規範與個人責任; 03. 研究倫理的政府規定與單位政策; 04. 不當研究行為的定義與類型; 05. 不當的資料處理：捏造與篡改資料; 06. 不當的研究寫作：抄襲與剽竊.

2. 修課與測驗方式

2-1. 登入後，修課請選擇[課程專區]，[課程分類]展示所有線上課程。注意：系統已預選 15 個核心單元 (無法退選)，您必須至[我的課表]閱讀全部核心單元後才能進行總測驗，通過測驗後[課程分類]將可加選其他專業領域單元。



2-2. [我的課表]顯示已加選單元，並依已修習 / 尚未修習排序，修讀全部核心單元後，頁面將出現「總測驗」按鈕，點入即可測驗。



2-3.點下「總測驗」後，將出現說明頁面，若您測驗過程中離開頁面，本次所有填答將不計分，需全部重新作答。**為確保您的權益，測驗前請確認使用者名稱為真實姓名，此名稱將印製於修課證明。**



2-4.總測驗共 45 題，為 4 選 1 單選題，通過為 80 分，尚未通過測驗前，您可重新測驗直到通過為止（實際完成課程期限由各校規範）。



2-5.總測驗結束後，將顯示您答對題數、答對率。



2-6.通過測驗後隔日中午 12 時，於[學習歷程]開放修課證明申請，您可直接於網站下載 PDF 檔保存。



3.其他問題

3-1. 若有操作問題，也可至網站導覽列點選「新手上路」，內有使用步驟說明；或網站下方點選「常見問題」，查看其他問題解答。



3-2.若網站操作上有任何問題或建議，可至網站上方點選「意見回饋」，填寫問題與建議後，計畫總辦公室將有專人會與您聯繫。

The screenshot shows the 'Feedback' (意見回饋) page of the Research Ethics Education website. The page header includes the site logo and navigation links such as '最新消息', '計畫簡介', '課程專區', '學習歷程', '學習資源', and '新手上路'. The main content area contains a form with the following fields:

- 學校: 國立交通大學
- 系所: 校級管理單位
- 帳號: 20130318@gmail.com
- 姓名: 葛先生
- 信箱: 20130318@gmail.com
- 問題類型: 未指定分類
- 意見內容: (Large text area)
- 驗證碼: 1330

At the bottom of the form are two buttons: '變更驗證碼' and '送出'. The footer of the page contains the address: '30010新竹市大學路1001號國立交通大學人文社會科學研究中心'.

4. 聯絡資訊

- 教育部校園學術倫理教育與機制發展計畫總辦公室
- 計畫問題請洽專案經理：高小姐
 - 電話：03-571-2121 #58053
 - 信箱：echolin@mail.nctu.edu.tw
- 網站問題請洽專案助理：姜先生
 - 電話：03-571-2121 #52491
 - 信箱：ctw14161@nctu.edu.tw

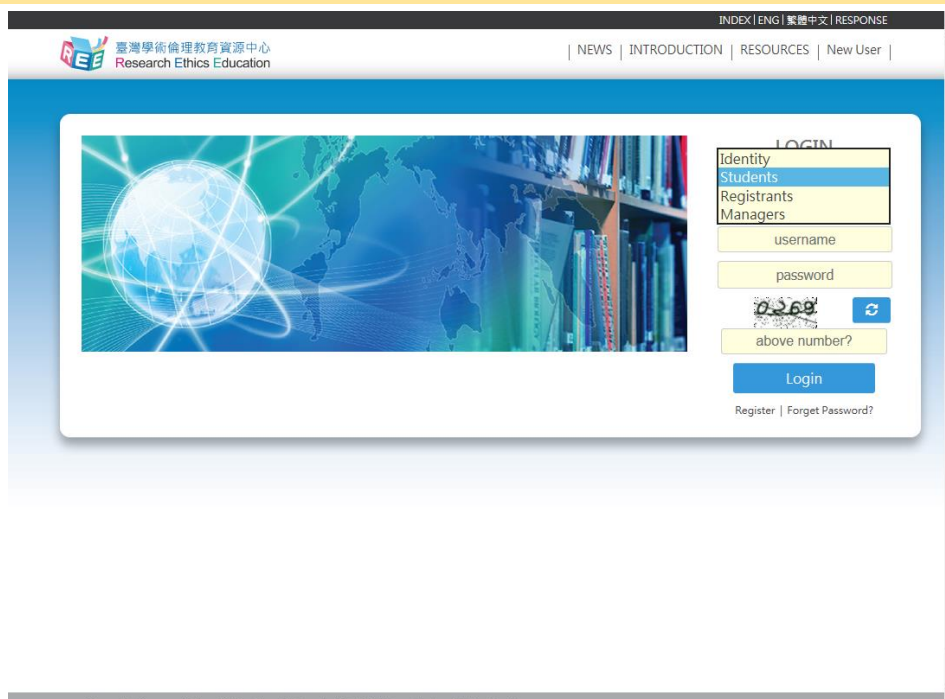
英文版操作手冊 English Guide

Step 1. Please select “ENG” to proceed to the English version website.

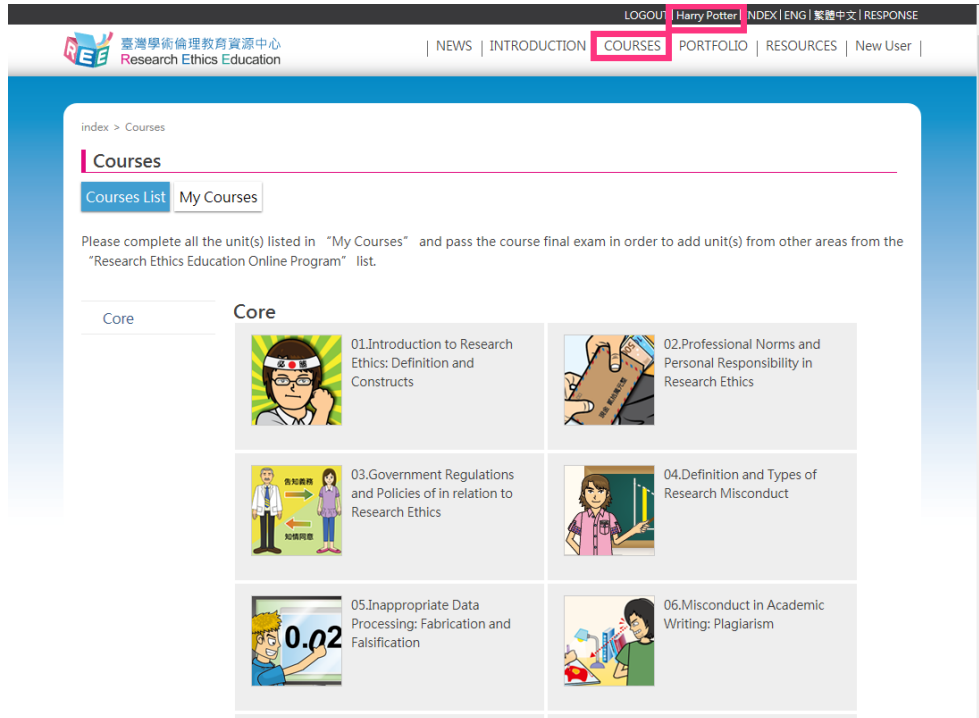
Please note: if your school lists the present curriculum as a mandatory course or requirement for oral exam or graduation, please log on to the website only after being notified by your school; do not register by yourself, so as to avoid compromising your rights.



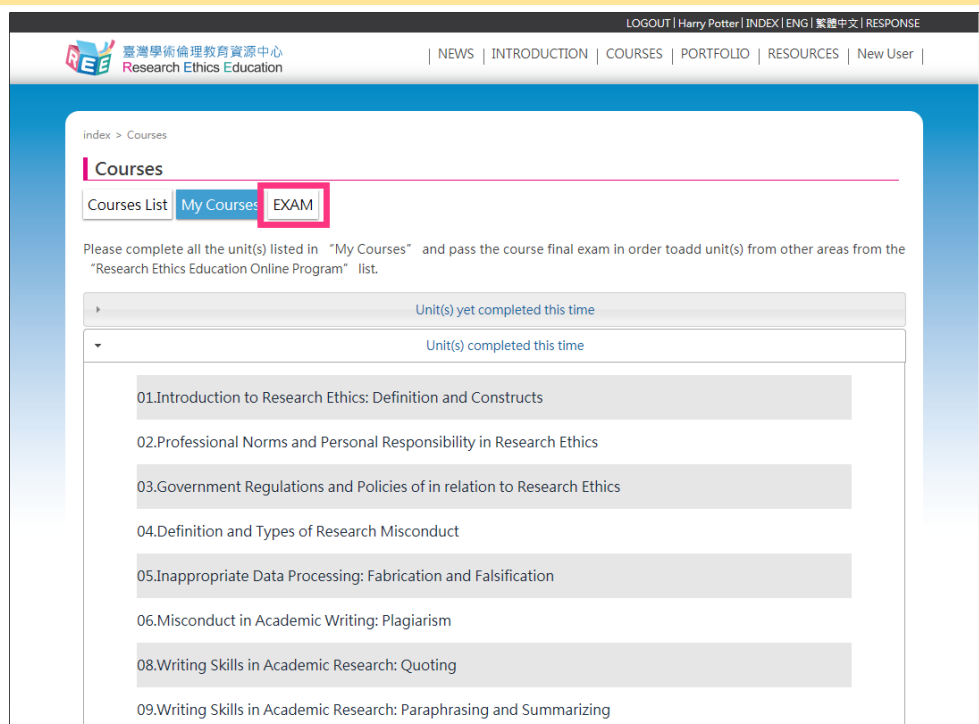
Step 2. After entering the Research Ethics Education website, sign in from the right side. Mandatory Students: Please select “Students”, your school and enter your student ID as account name. The default password is the last 5 digits of your student ID.



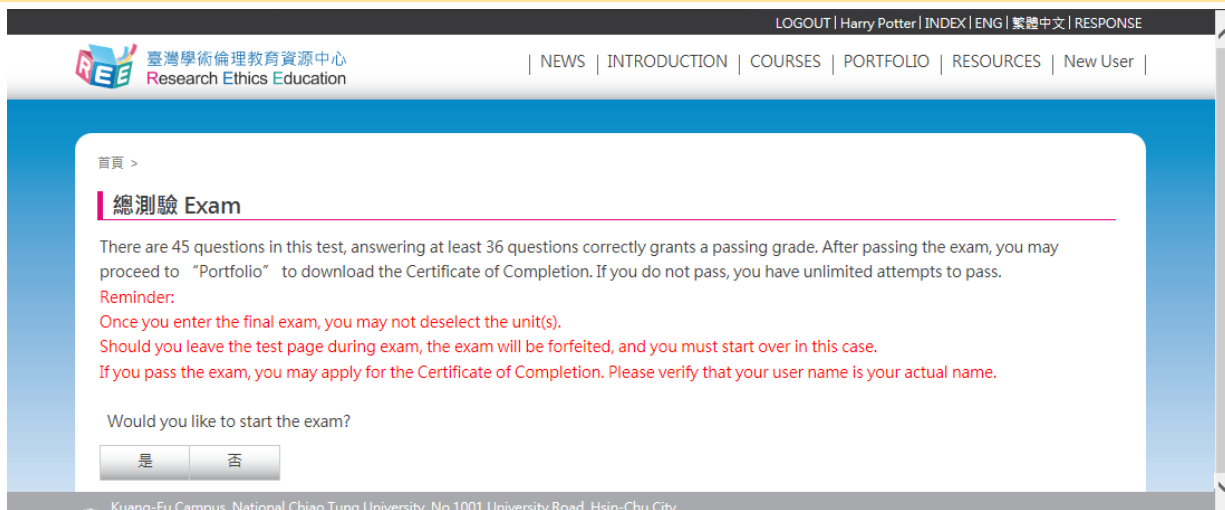
Step 3. After logging in, if you need to change your password or e-mail address, you may do so by selecting your name from the top of the page. If you wish to start classes, please select "Course" → " My Courses" , and you may browse through the Research Ethics Education Online Program.



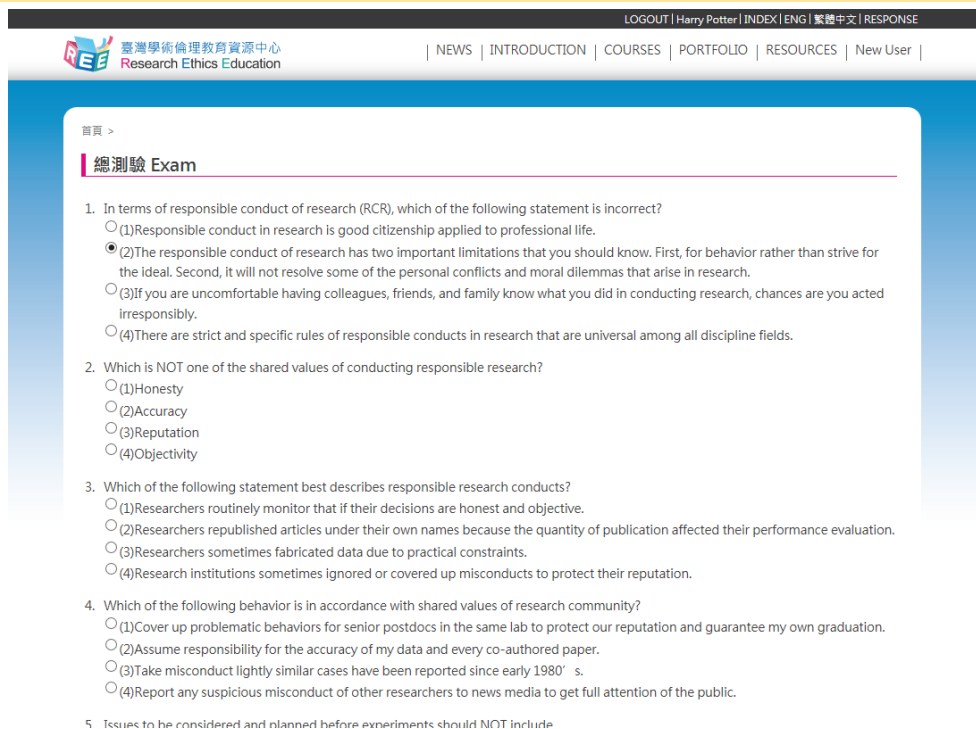
Step 4. After you have completed all core unit(s), you may proceed to the course final exam in "Course" . Please select "Exam" to proceed.



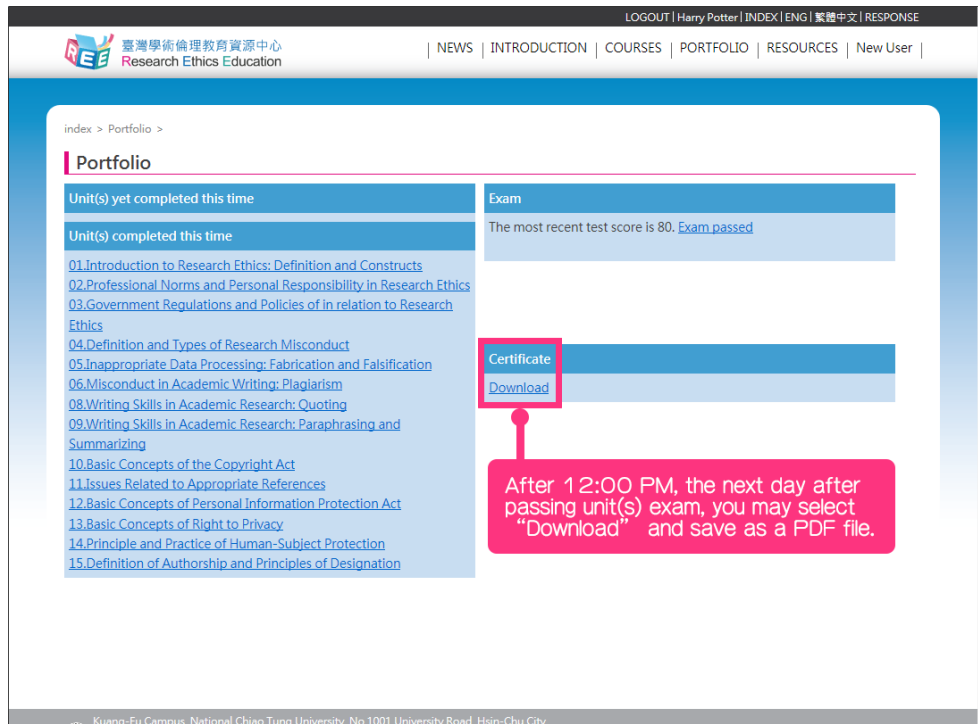
Step 5. Note: Should you leave the page while taking the exam, your answers will not be scored, and you must start over. **If you pass the exam, you may apply for the Certificate of Completion. Please verify that your user name is your actual name.**



Step 6. Course final exam is consisted of single choice test items with four choices. You have unlimited attempts before passing the exam. Upon completion of the final exam, information such as number of correct answers, percent correct, and etc. will be displayed.



Step 7. If you pass the course final exam, after 12:00 PM, the next day after passing unit(s) exam, "Download" for Certificate of Completion will appear in "Portfolio" . You may select it and save as a PDF file.



The screenshot shows the 'Portfolio' page of the Research Ethics Education (REE) system. The page is titled 'Portfolio' and includes a navigation menu at the top with links for NEWS, INTRODUCTION, COURSES, PORTFOLIO, RESOURCES, and New User. The main content area is divided into two columns. The left column, titled 'Unit(s) completed this time', lists 15 units completed, including '01. Introduction to Research Ethics: Definition and Constructs' through '15. Definition of Authorship and Principles of Designation'. The right column, titled 'Exam', displays 'The most recent test score is 80. Exam passed'. Below the exam information, there is a 'Certificate' section with a 'Download' button. A red callout box points to the 'Download' button with the text: 'After 12:00 PM, the next day after passing unit(s) exam, you may select "Download" and save as a PDF file.'