

114 年度 臺北市政府退休人員關懷專題課程 「個人報名」系統操作說明

一、 於【臺北 e 大】首頁右上方【登入/註冊】項下點選【e 大帳號】。



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二、 於【臺北 e 大登入】畫面輸入身分證字號、密碼及驗證碼，再點選【登入】。

有關臺北 e 大帳號及註冊事項可洽詢本處客服中心：（02）29320212 分機 341。

The screenshot shows the Taipei e-University login interface. At the top, there is a navigation bar with links for '選課中心' (Course Selection Center), '合作推廣' (Cooperation Promotion), '新手上路/客服' (New User Guide/Customer Service), and a '登入/註冊' (Login/Register) button. The main heading is '臺北e大登入' (Taipei e-University Login), with a breadcrumb trail '首頁 / 臺北e大登入' (Home / Taipei e-University Login).

On the left side, there are two sections: '修改密碼/信箱路徑:' (Change Password/Email Path) and '客服資訊:' (Customer Service Information). The '修改密碼/信箱路徑:' section provides instructions on how to change personal information. The '客服資訊:' section provides contact information for the customer service center, including a phone number and service hours.

The login form is highlighted with a red box and contains the following fields:

- 身分證字號 (必填) (ID Number (Required))
- 密碼 (必填) (Password (Required))
- 驗證碼 (必填) (Captcha (Required))

Below the form is a yellow '登入' (Login) button, which is pointed to by a red arrow. At the bottom of the form, there are links for '註冊帳號' (Register Account) and '忘記密碼' (Forgot Password).

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三、 登入後於【臺北 e 大】首頁【選課中心】項下點選【研討/活動報名】

The screenshot shows the Taipei e-Learning system interface. The top navigation bar includes links for '系統列表' (System List), '我的課程' (My Courses), '選課中心' (Course Center), '合作推廣' (Cooperation Promotion), '新手上路/客服' (New User Guide/Customer Service), and a user profile 'fisher'. The '選課中心' (Course Center) dropdown menu is open, showing options: '分類列表' (Classification List), '課程清單下載' (Course List Download), '研討/活動報名' (Seminar/Activity Registration), and '語言自費班期報名' (Language Self-Financed Class Registration). The '研討/活動報名' option is highlighted in green, and a red arrow points to it. Below the dropdown, there is a search bar with fields for '114' (Year), '班期名稱' (Class Name), '上課時間' (Class Time) (2025, 9月, 12), and a '搜尋' (Search) button. Below the search bar, there is a red notice: '如果您非實體班期學員時，第一次使用「個人報名」時，需填寫學員註冊資料。' (If you are not a physical class student, when using 'Personal Registration' for the first time, you need to fill in the student registration information.) and a link: '臺北市政府員工請洽人事室（機構）透過內部系統報名！' (Taipei City Government employees please contact the HR room (organization) to register through the internal system!). Below the notice, there is a text: '如果您有任何問題，可聯繫客服人員：02-29320212轉341' (If you have any questions, you can contact the customer service staff: 02-29320212 transfer 341). Below the text, there is a table with columns: '年度' (Year), '班期代碼' (Class Code), '班期名稱' (Class Name), '期別' (Term), '上課時間' (Class Time), '報名時間' (Registration Time), and '承辦人' (Organizer). The table has two rows of data. The first row shows '114' (Year), 'AA2916' (Class Code), '「健康樂活·精彩人生」座談會' (Class Name), '1' (Term), '2025-10-08 | 2025-10-23' (Class Time), '2025-09-11 | 2025-10-08' (Registration Time), and '李榮昌' (Organizer). The second row shows '114' (Year), 'AA2916' (Class Code), '「健康樂活·精彩人生」座談會' (Class Name), '1' (Term), '2025-10-08 | 2025-10-23' (Class Time), '2025-09-11 | 2025-10-08' (Registration Time), and '李榮昌' (Organizer). The table also includes a '重設表格偏好' (Reset Table Preference) link. Below the table, there is a link: '退休人員關懷專題課程：報名' (Retirement Personnel Care Special Course: Registration).

年度	班期代碼	班期名稱	期別	上課時間	報名時間	承辦人
114	AA2916	「健康樂活·精彩人生」座談會	1	2025-10-08 2025-10-23	2025-09-11 2025-10-08	李榮昌
114	AA2916	「健康樂活·精彩人生」座談會	1	2025-10-08 2025-10-23	2025-09-11 2025-10-08	李榮昌

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四、 於【**研討/活動報名**】項下，就欲報名之課程名稱右側點選【**個人報名**】。

數位課程學習記錄 實體班期上課記錄 **研討/活動報名**

114 班期名稱 上課時間 2025 9月 12 搜尋

如果您非實體班期學員時，第一次使用「個人報名」時，需填寫學員註冊資料。
臺北市政府員工請給人事室（機構）透過內部系統報名！
如果您有任何問題，可聯繫客服人員：02-29320212轉341

重設表格偏好

年度	班期代碼	班期名稱	期別	上課時間	報名時間	承辦人	
114	AA2916	「健康樂活·精彩人生」座談會	1	2025-10-08 2025-10-23	2025-09-11 2025-10-08	李榮昌	限公務員報名 個人報名 批次匯入
114	B00691	退休人員關懷專題：銀髮族理財與法律問題	1	2025-10-23 2025-10-23	2025-09-11 2025-10-08	李榮昌	限公務員報名 個人報名 批次匯入

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五、 系統確認畫面：確認所要報名的課程無誤後，點選【是】。

The screenshot displays the Taipei City Government's online course registration interface. A confirmation dialog box is centered on the screen, asking the user to confirm their registration for the course "健康樂活·精彩人生 座談會" (Healthy and Active · Wonderful Life Seminar). The dialog box has a title bar "確認" (Confirm) and a close button "X". It contains the text "您確認要報名「健康樂活·精彩人生」座談會?" (Do you confirm you want to register for the "Healthy and Active · Wonderful Life" seminar?). At the bottom of the dialog, there are two buttons: "取消" (Cancel) and "是" (Yes). A red arrow points to the "是" button. The background shows a list of courses with columns for course ID, name, dates, and registration status. The first course listed is "114 AA2916 「健康樂活·精彩人生」座談會" (Healthy and Active · Wonderful Life Seminar) with dates 2025-10-08 to 2025-10-23. The second course is "114 B00691 退休人員關懷專題：銀髮族理財與法律問題" (Retirement Care Special Topic: Financial and Legal Issues for the Elderly) with dates 2025-10-23 to 2025-10-23. The third course is "114 B00692 退休人員關懷專題：三為一的健康 (樂齡·淨零·心)" (Retirement Care Special Topic: Three-in-One Health (Elderly · Net Zero · Mind)) with dates 2025-10-23 to 2025-10-23. The interface also includes a sidebar with navigation links and a top navigation bar with the Taipei City Government logo and user information.

課程編號	課程名稱	上課時間	講師	報名狀態
114 AA2916	「健康樂活·精彩人生」座談會	2025-10-08 2025-10-23	李榮昌	限公務員報名 個人報名 批次匯入
114 B00691	退休人員關懷專題：銀髮族理財與法律問題	2025-10-23 2025-10-23	李榮昌	限公務員報名 個人報名 批次匯入
114 B00692	退休人員關懷專題：三為一的健康 (樂齡·淨零·心)	2025-10-23 2025-10-23	李榮昌	限公務員報名 個人報名 批次匯入

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六、 系統回復【報名成功】，即完成報名程序，可繼續點選【繼續】報名其他課程。

