

# **Foreign Family Nurse Supplementary Training Digital Learning Zone Operation Manual**

Labor Development Administration  
Ministry of Labor

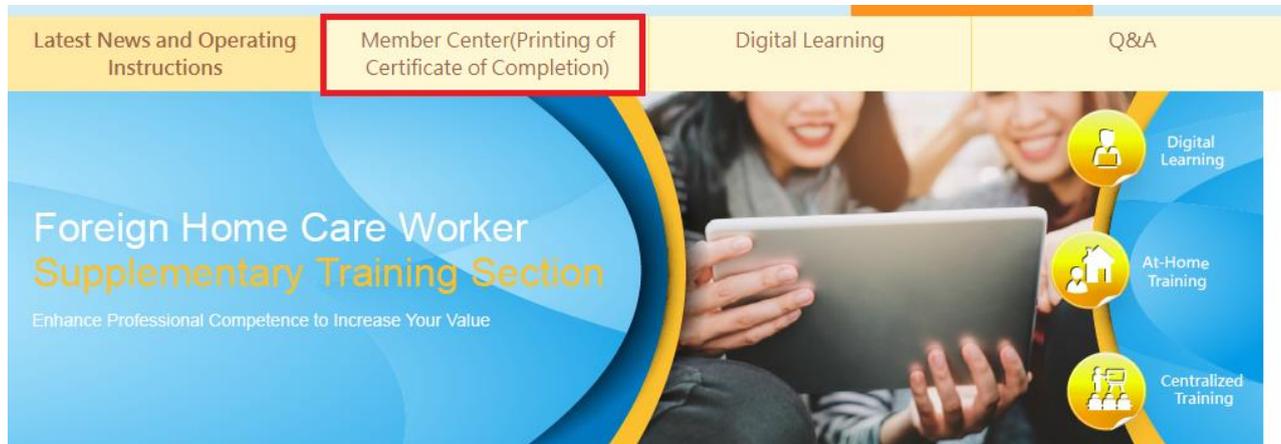
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Note: Use Google Chrome as the browser

# One. Membership Registration

I. Click to select [Member Center (printing of the certificate of completion)]



Home > Current page : Latest News and Operating Instructions

II. Click to select [NHI Card Online Services Registration].



### III. Click to select [Component Download]

Latest News and Operating Instructions	Member Center(Printing of Certificate of Completion)	Digital Learning	Q&A
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Home > Latest News and Operating Instructions > Current page : Member Center(Printing of Certificate of Completion)

## National Health Insurance Registration and Login

- To log in with your National Health Insurance for the first time, please go to **【NHI Card Online Services Registration】**.  
NHI Card Online Services Registration
- For the first time, please download the National Health Insurance components. **Component Download**

**National Health Insurance Registration and Login**

For the first use, please go to [NHI Card Online Services Registration] to complete the registration and install the [National Health Insurance Components]

### IV. Select [Download National Health Insurance Card Component]

訊息公告	講習介紹	雇主聘前專區首頁	常見問題	影音專區
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Home > 雇主聘前講習專區 > 目前頁面：自然人憑證/健保卡 下載/檢測

## 雇主聘前講習專區-自然人憑證/健保卡 下載/檢測

➤ 下載自然人憑證元件，請依照您的作業系統擇一下載：

- 下載點一

➤ 下載健保卡元件(版本2.0.0)：

若此版本不能使用，請將健保卡驗證元件解除安裝後，再次安裝下方1.0.8版本

- Windows版 • Mac版 • Ubuntu版 • Fedora版

➤ 若2.0.0版本健保卡元件無法順利登入 請下載此1.0.8版本：

- Windows版

➤ 檢視目前已安裝版本及IC卡自我檢測：

- 自我檢測 • 健保卡檢測

V. After completing the National Health Insurance Card online service registration and download the component of the card, return to Member Zone, and insert the card, and click to select [National Health Insurance registration and login]

Latest News and Operating Instructions | Member Center(Printing of Certificate of Completion) | Digital Learning | Q&A

Home > Latest News and Operating Instructions > Current page : Member Center(Printing of Certificate of Completion)

### National Health Insurance Registration and Login

- To log in with your National Health Insurance for the first time, please go to **[NHI Card Online Services Registration]** .
- For the first time, please download the National Health Insurance components.

National Health Insurance Registration and Login

For the first use, please go to [NHI Card Online Services Registration] to complete the registration and install the [National Health Insurance Components]

VI. Enter basic information for membership, and click [confirm] to complete the registration.

Latest News and Operating Instructions | Member Center(Printing of Certificate of Completion) | Digital Learning | Q&A

Home > Latest News and Operating Instructions > Current page : Member Center(Printing of Certificate of Completion)

### Register

Name :

New UI No. :

Passport No. :

Residence Permit NumberAge :

Gender :  Male  Female

Country :

Birthday :

Mobile phone :

Address :

E-mail :

## Two. Viewing digital learning video

### I. Click to select [digital learning]



Latest News and Operating Instructions    Member Center(Printing of Certificate of Completion)    **Digital Learning**    Q&A

Home > Latest News and Operating Instructions > Current page : Member Center(Printing of Certificate of Completion)

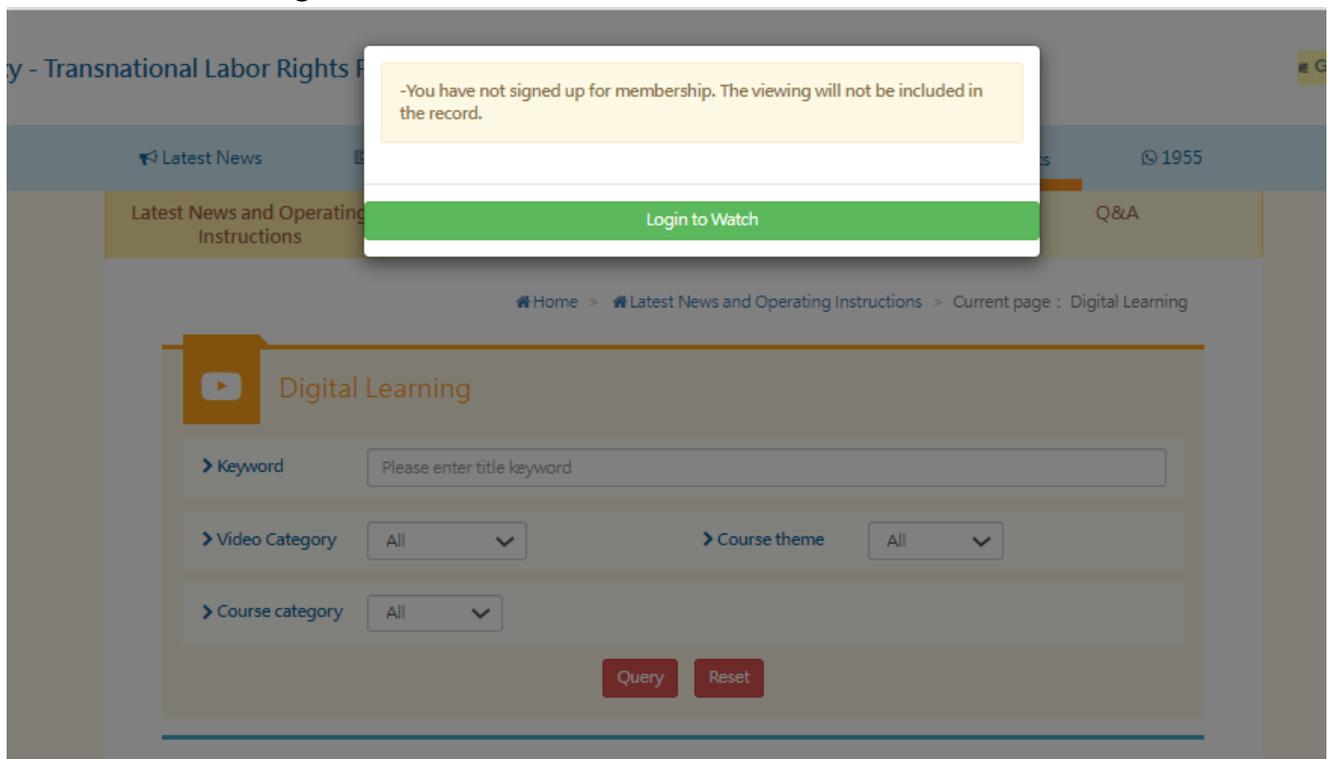
### National Health Insurance Registration and Login

- To log in with your National Health Insurance for the first time, please go to [【NHI Card Online Services Registration】](#).  
[NHI Card Online Services Registration](#)
- For the first time, please download the National Health Insurance components. [Component Download](#)

#### National Health Insurance Registration and Login

For the first use, please go to [\[NHI Card Online Services Registration\]](#) to complete the registration and install the [\[National Health Insurance Components\]](#)

### II. Click to select [Login to watch]



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Latest News    1955

Latest News and Operating Instructions    Q&A

Home > Latest News and Operating Instructions > Current page : Digital Learning

### Digital Learning

> Keyword

> Video Category     > Course theme

> Course category

[Query](#)    [Reset](#)

-You have not signed up for membership. The viewing will not be included in the record.

[Login to Watch](#)

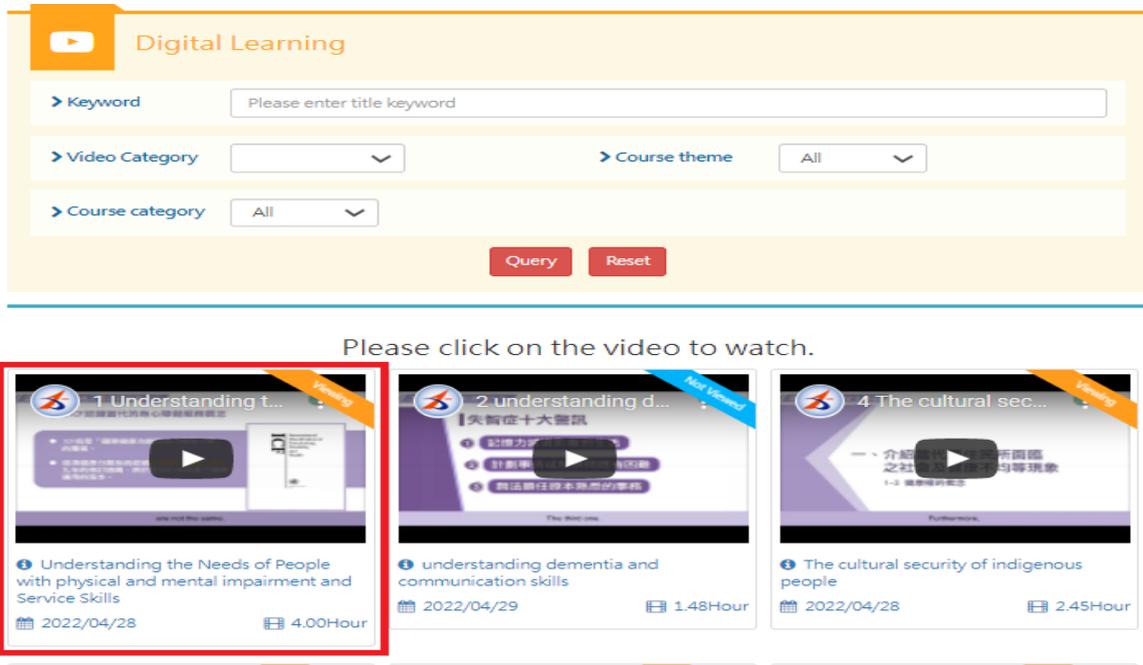
## II. Insert the National Health Insurance Card, and click to select [National Health Insurance registration and login]

The screenshot shows a website navigation bar with four items: 'Latest News and Operating Instructions', 'Member Center(Printing of Certificate of Completion)', 'Digital Learning', and 'Q&A'. The 'Digital Learning' item is highlighted with a red box. Below the navigation bar is a breadcrumb trail: 'Home > Latest News and Operating Instructions > Current page : Member Center(Printing of Certificate of Completion)'. The main content area has a header with a person icon and the text 'National Health Insurance Registration and Login'. Below this header are two bullet points: 'To log in with your National Health Insurance for the first time, please go to [NHI Card Online Services Registration] . NHI Card Online Services Registration' and 'For the first time, please download the National Health Insurance components. Component Download'. At the bottom of the main content area, there is a red-bordered box containing the text 'National Health Insurance Registration and Login'. Below this box is a paragraph: 'For the first use, please go to [NHI Card Online Services Registration] to complete the registration and install the [National Health Insurance Components]'.

## III. Click to select [digital learning]

The screenshot shows the same website navigation bar as in the previous image, but now the 'Digital Learning' item is highlighted with a red box. The breadcrumb trail remains the same: 'Home > Latest News and Operating Instructions > Current page : Member Center(Printing of Certificate of Completion)'. The main content area header and bullet points are identical to the previous image. However, the red-bordered box at the bottom of the main content area now contains the text 'National Health Insurance Registration and Login' in a light orange color. The paragraph below it remains: 'For the first use, please go to [NHI Card Online Services Registration] to complete the registration and install the [National Health Insurance Components]'.

IV. Click to select the video (enter the wording of the course to select and enter the course page, then click to select the video for entering the course. Clicking to select the video is just for viewing and will not be counted for training hours).

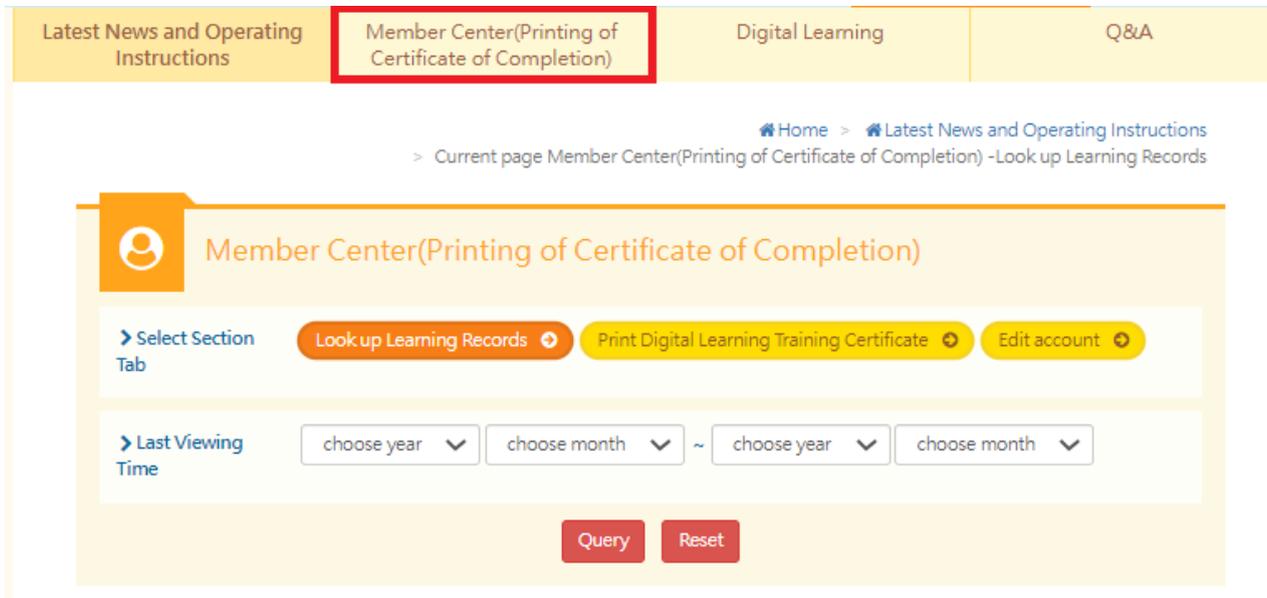


V. Enter the viewing page to view the video (do not switch to Youtube page for viewing. Click once every 15 minutes on the video to continue, (certificate of completion could be printed out only after full viewing of the video.)



# Three. Print out the certificate of completion

I. Click to select [Member Center /(printing of the certificate of completion)]



II. Click to select [print digital learning Training certificate ]



III. Click to select [print digital learning Training certificate](select to [print] to print out certificate of completion of particular course, select to [print all certificates] print out the certificate of completion of all courses)

The screenshot shows the 'Member Center(Printing of Certificate of Completion)' page. It features a navigation bar with 'Latest News and Operating Instructions', 'Member Center(Printing of Certificate of Completion)', 'Digital Learning', and 'Q&A'. Below the navigation bar, there are several interactive elements: a 'Select Section Tab' with buttons for 'Look up Learning Records', 'Print Digital Learning Training Certificate', and 'Edit account'; a 'Last Viewing Time' section with dropdown menus for 'choose year' and 'choose month'; and a row of buttons including 'Query', 'Reset', and 'Print all certificates' (which is highlighted with a red box). At the bottom, there is a table with columns for 'Training Date', 'Course Name', 'Course Hour', and 'Print'. The table contains one row with the date range '2022/04/27 ~ 2030/12/31', a course name, and a course hour of '0.00', with a 'Print' button next to it.

IV. Obtaining the certificate of completion in training

## 外國人從事家庭看護工作補充訓練

### 結業證明

吳■■■ 女 國籍 居留證號碼

西元 2021 年 12 月 04 日 生

參加勞動部勞動力發展署辦理之外國人從事家庭看護工作補充訓練，

訓練課程與時數如下，訓練結業並已完成登錄：

### 補充訓練課程

序號	課程名稱	學習起訖日期	課程時數
1	5. 心理健康與壓力調適	2021/12/03 - 2021/12/03	0.52

共計完成 0.52 小時，訓練結業並已完成登錄。

特此證明

西元 2022 年 04 月 29 日