

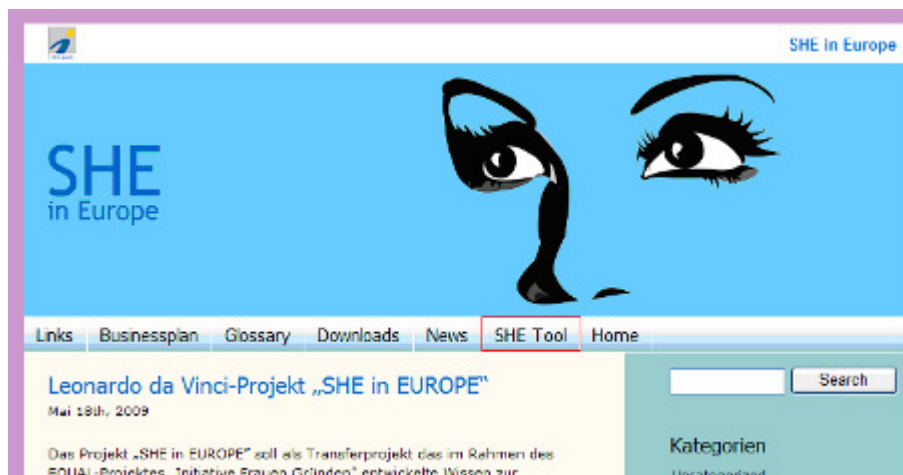
## Tips for Trainers

The project „SHE-in Europe“ has been set up on the internet at <http://austria.she-in-europe.eu/>

The information platform offers plenty of information. It primarily comprises three main parts:

- The first main item is the learning software „Selbst-ständig ist die Frau – vom Wunsch zur Wirklichkeit“ SHE-Tool:.
- 2nd main item: further information (glossary, downloads, Links etc.) on the internet page.
- 3rd main item: interactivity

**The first main item is the learning software „Selbst-ständig ist die Frau – vom Wunsch zur Wirklichkeit“ „SHE-Tool“:**



The contents within the SHE-tool remained fixed and are only altered if content related mistakes exist. (Changes cannot be carried out on your own but have to be done by software specialists.)

It serves the communication of basic information concerning the following points:



With the She-tool, great care has been taken to contribute basic information that is long-lasting. Because - „legal regulations are subject to changes“ – which holds especially true for the chapters

- „....the legal“ and
- „... and what about the money?“ respectively.

We therefore paid attention not to give too detailed information in these areas (note in the learning program that the information refers to state of 2009.)

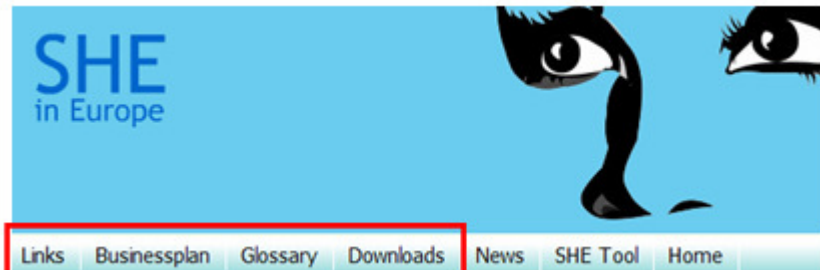
Updates and detailed information, respectively, are available for the following points on the SHE-main page:



These pieces of information can be updated and changed. If you want to make a contribution as a trainer, you can become active in these areas.

## 2nd main item: further information on the internet page

The information about the following points refers to the contents of the learning program and provide further, deepening material.



- **Links** referring to the SHE-tool; (structured according to chapters)
- Information for designing a business-plan
- A **glossary** of economic terms
- **Downloads** with worksheets, forms, further information, etc. (structured according to chapters)

These contents can be modified, changed and extended. If you want to make a contribution as a trainer, you can become active in these areas.

### Hint:

You can use the „notepad“ for working on the „SHE-tool“. (You find this Excel-document among downloads in the section "sonstige Downloads" ["other downloads"]) . Divided into chapters and modules, you can document which contents have already been worked on and for which points comments are available, respectively.

### 3rd main issue: interactivity

This section lives by trainers and participants delivering postings.

**News** that is interesting for learners can be created in the rubric of the same name.

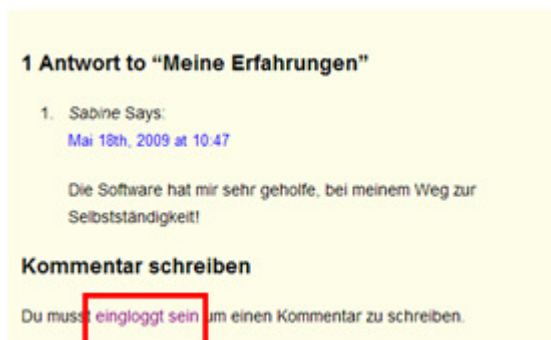
The rubric „**Erfahrung**“ [„experience“] provides a forum for learners.



Use this forum for exchanging opinions – and make contacts!

- What have I got to say to the founders?
- In which branch– with what idea do I want to make myself self-employed?
- Could I benefit from the information on the internet pages?
- How does my foundation progress?
- Which recommendations can I give others?

In order to create a posting yourself you need to be „logged in“ (that is, registered). For this it is necessary to register first.



Click on „...eingeloggt sein...“



The image shows the WordPress DE-Edition login page. It features the WordPress logo and the text 'WORDPRESS DE-Edition'. Below this, there are two input fields: 'Benutzername' (username) and 'Passwort' (password). A checkbox labeled 'Erinnere dich an mich' (Remember me) is located below the password field. To the right of the checkbox is a blue button labeled 'Anmelden' (Log in). At the bottom left, the link 'Registrieren' (Register) is highlighted with a red rectangle. To its right is the link 'Passwort vergessen?' (Forgot password?).

If you do not have any access data (username and password) you can register here. A new window pops up.



The image shows the WordPress DE-Edition registration page. It features the WordPress logo and the text 'WORDPRESS DE-Edition'. Below this, there is a yellow box with the text 'In diesem Blog registrieren.' (Register in this blog). Below the yellow box, there are two input fields: 'Benutzername' (username) and 'E-Mail-Adresse' (E-mail address). Below the email field, there is a note: 'Ein Passwort wird dir zugesendet.' (A password will be sent to you). To the right of this note is a blue button labeled 'Registrieren' (Register). At the bottom left, there are links for 'Anmelden' (Log in) and 'Passwort vergessen?' (Forgot password?).

Fill in the fields „Benutzername“ [user name] and „E-Mail-Adresse“ [e-mail address]. Click on „Registrieren“ [register] afterwards. You immediately receive an e-mail with your personal user data.

Enter your user name and your password and you can post messages instantly.

If you like to get actively involved in the development of learning contents, feel free to contact us: Ingrid Lestina and Sabine Kaplan are looking forward to your participation!

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