

- You can sign up for Online King Sejong Institute.

1. Click 'Login' and go to 'Register' at Online King Sejong Institute (www.iksi.or.kr)





- You can sign up for Online King Sejong Institute.

2. Choose to register either as a learner or as a teacher.





- You can sign up for Online King Sejong Institute.

3. To view the page in languages other than Korean and English, right click to go to

'Translate to OOO' and choose another language on the top right. (This applies the same on

×

every page)





- You can sign up for Online King Sejong Institute.

4. Check on the boxes for the terms and conditions and click 'Agree'.

| lease agree to the Terms and Conditions for Use and Collection of Personal Inform  | Re<br>nation |
|--|--------------|
|  |              |
| I agree to all of the Terms and Conditions below.  |              |
| Terms of Use (required items)  | ^            |
| [Chapter 1 General Terms]  | -            |
| Article 1 (Purpose)  |              |
| The purpose of these terms of use is to specify the conditions and procedures of use, rights, obligations and responsibilities of users and this website, and other applicable conditions regarding all services (bereinafter referred to as the "services") offered by the website of the | •            |
| Personal Information Collection and Usage Agreement (required items)   | $\sim$       |
| Entrustment of personal information handling (required items)  | $\sim$       |



- Let's log in to access Online King Sejong Institute.

5. Click on 'Confirmed' to get the authentication code. Enter the code and click on

'Authentication' and proceed to fill in your information.

| Account Information  | Certified  |                                     |
|--|--|-------------------------------------|
| ^ ID   |  |                                     |
| zhengmei159@daum.net Centified   | A verification number will be sent to the e-mail                     |                                     |
| * Password   | A venteador hamber wit be sent to the e that                         |                                     |
|  |  |                                     |
| Password must be between 8 to 20 characters and a combination of alphabets, numbers and spectal<br>characters. | % If you do not receive the authentication e-mail, please check      | the spam tolder.                    |
| * Confirm Password   | It might take about 3 to 5 minutes to receive the e-mail depend      | ing on the network conn             |
| Please enter Password.   |  | and the second second second second |
|  | In addition, if you register at Online King Sejong Institute (https: | //www.iksi.or.kr),                  |
| Personal Information   | you can use the same id for Nuri Sejonghakdang as well.              |                                     |
| * Nickname   |  |                                     |
| Please enter Nidename. Check   | If you have any questions, contact us via e-mail.                    |                                     |
| *Name  | (nuri@iksi.or.kr)  |                                     |
| Family Name First Name   |  |                                     |
| * Center   |  |                                     |
| Female Male  | online10@ksif.or.gr Getting  | the authentication nu               |
| * Nationality  |  |                                     |
| KOREA, REPUBLIC OF   |  |                                     |
| * Date of Birth  | Please enter the Authentication Code.                                | Authentication                      |
| Year V Month Day V   |  |                                     |
| Restor Freedback   |  |                                     |
| Receive E-mail?  |  |                                     |

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| Go to the screen | Initial Screen - Login - Register       |
|------------------|---|
|                  |   |
| - Let's log in t | to access Online King Sejong Institute. |

6. Click on 'Sign Up' to complete the registration.

| Please proceed                                 | l with Identificat    | ion and Info    | ormation Entry.      |             |
|--|-----------------------|-----------------|----------------------|-------------|
| Account Information                            |                       |                 |                      |             |
| * ID   |                       |                 |                      |             |
| zhengmei159@daum.net                           |                       |                 |                      | Certified   |
| * Password                                     |                       |                 |                      |             |
|  |                       |                 |                      |             |
| Password must be between 8 to 2<br>characters. | 0 characters and a co | mbination of al | phabets, numbers and | special     |
| * Confirm Password                             |                       |                 |                      |             |
| Please enter Password.                         |                       |                 |                      |             |
| Personal Information                           |                       |                 |                      |             |
| * Nickname                                     |                       |                 |                      |             |
| Please enter Nickname.                         |                       |                 |                      | Check       |
| * Name   |                       |                 |                      |             |
| Family Name                                    | First Name            |                 |                      |             |
| * Gender                                       |                       |                 |                      |             |
| • Female                                       | Male                  |                 |                      |             |
| * Nationality                                  |                       |                 |                      |             |
| KOREA, REPUBLIC OF                             |                       |                 |                      | -           |
| * Date of Birth                                |                       |                 |                      |             |
| Year 🔹   | Month                 | •               | Day                  | •           |
| Receive E-mail?                                |                       |                 |                      |             |
| • Yes 📃 No                                     |                       |                 |                      |             |
|  |                       |                 |                      |             |
| Confirmation under 1                           | 4 years of age        |                 | For Domestic M       | embers Only |



## Go to the screen Initial Screen - Login

- Let's log in to access Online King Sejong Institute.

1. Click 'Login'.





Go to the screen Initial Screen - Login

- Let's log in to access Online King Sejong Institute.

2. Log in with your user ID and password.







2.3. Search Password

Go to the screen Initial Screen - Search Password

- You can find your password if you forget it.

Go to 'Search Password,' enter your personal information, and click 'Send Temporary Password'

- Check the temporary password received in your email and log in

| Enjoying an integrated learning center for Korean and Korean<br>culture through Online |
|--|
| Welcome to   |
| King Sejong Institute  |
| 2  |
| D Please enter your password   |
| Stay signed in Remember User ID  |
| Login  |
| Register Forgot your ID or password?   |
|  |
|  |
|  |

King Sejong Institute

King Sejong Institute Forgot ID/Password

| Name            |            |                     |              |                 |          |
|-----------------|------------|---------------------|--------------|-----------------|----------|
| Please enter ye | our Name.  |                     |              |                 |          |
| Nationality     |            |                     |              |                 |          |
| KOREA, REP      | UBLIC OF   |                     |              |                 | •        |
| Date of Birth   |            |                     |              |                 |          |
| Year            | •          | Month               | •            | Day             | •        |
| % Inquiries or  | n Membersh | ip Registration a   | nd finding M | lembership Info | ormation |
|                 |            | 376 0705 00 3076 07 |              |                 |          |