
Procedure and Guidelines for the eL-Users of EAC e-Learning System:

What is 'Pre Registration Process':

- In the Pre Registration Process all concerned eL-users of EAC, like Deans, Coordinators, Faculty members and Students are officially registered in the EAC E-Learning System, with their auto-generated and pre-assigned eL-Login Names, before issuing them official eL-Login Names.
 - All pre-registered eL-users are being issued with their **pre-assigned eL-Login Name/s, initial password/s** and **Email address/s under EAC domain name**.
 - All pre-registered eL-users can access the EAC e-Learning System by using their **pre-assigned eL-Login Name** and **initial password**, anytime and from anywhere by using computer and internet.
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What is Pre Assigned and Pre Registered 'eL-Login Name':

- The pre-assigned **eL-Login Name** is the official Username designed in a special structured format, which is being issued to all eL users after registering them in EAC e-Learning System.
 - The guided 'Instructions for EAC users' are included under 'Pre-Registration' option, on how to use **Pre Registered 'eL-Login Name and initial password'** and can be viewed and downloaded from the home page of EAC e-Learning System, which is linked under 'e-Learning' option of the EAC website.
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What is Pre Assigned and Pre Registered 'Email address under EAC domain name':

- The pre-assigned **Email address under EAC domain name** is the official email address designed in a special format (initial of first name + initial of middle name + last name + Employee/ID Number + @eac.edu.ph) which is being issued to all official eL users of the EAC e-Learning System.
 - All pre-registered eL-users can communicate with each other by sending and receiving official email messages by using their **Email address under EAC domain name**, anytime and from anywhere, by using computer and internet.
 - The guided 'Instructions for EAC users' are included under 'Pre-Registration' option, on how to use **Pre Assigned Email address under EAC domain name** and can be viewed and downloaded from the home page of EAC e-Learning System, which is linked under 'e-Learning' option of the EAC website.
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