



远程课程操作指南

一、注册报名

登录中国保险网络大学网站，网址：<http://daxue.iachina.cn/>

(1) 进入首页，点击【专题培训】。

The screenshot shows the homepage of the China Insurance Network University. On the left, there is a 'Hot Topics Ranking' section with five items. To its right is a 'News Dynamic' section with three items. Below these are six colored boxes representing different training categories: 'Specialized Training' (blue), 'Standardized Training' (orange), 'Insurance Lecture Hall' (teal), 'Employee Recruitment Education' (green), 'Continuing Education' (purple), and 'Marketing Academy' (red). The 'Specialized Training' box is highlighted with a red border.

(2) 点击“专题培训” — “专业技能” — “法律合规类” — “保险行业合规建设课程”下相应模块进行报名。

The screenshot shows the 'Specialized Training (Remote)' page. At the top, there are filters for '方向' (All, CFA Institute China Research Hall, General Knowledge, Public Education and Services, Professional Skills) and '类别' (All, Party Building Learning, Policy Interpretation, Insurance Case Studies, Insurance Lecture Hall, Insurance Foundation Knowledge, Insurance Technology, Insurance Marketing, Tax Audit, Auto Insurance, Legal Compliance, Public Relations, Corporate Governance, National Knowledge, Financial Knowledge, Customer Service Operations, Human Resources, Life Insurance Business, Employment Education, Insurer Education, Marketing Academy, Job Psychology, Financial Resource Allocation). The 'Professional Skills' and 'Legal Compliance' buttons are highlighted with red boxes. Below these are filters for '系列' (All, Insurance Company Compliance, Insurance Company Internal Control, Insurance Capital and Value Management, Insurance Institution Anti-Money Laundering, Insurance Dispute Resolution, Insurance Industry Compliance Construction Course, Public Relations, Corporate Governance, National Knowledge, Financial Knowledge, Customer Service Operations, Human Resources, Life Insurance Business, Employment Education, Insurer Education, Marketing Academy, Job Psychology, Financial Resource Allocation). The 'Insurance Industry Compliance Construction Course' button is also highlighted with a red box. At the bottom, there is a box for the 'Insurance Industry Compliance Construction Course (Basic Edition)' with a red border, showing the course title, start date (2019.09.25), and end date (2020.12.31).

首次报名参加必须先注册网络大学，如已有会员账号可直接登录报名。

(3) 点击右上角“登录”按钮，进入登录界面。



输入用户名及密码登录网络大学



或者，点击“手机验证码登录按钮”，通过手机验证码登录，输入注册时的手机号码，填写验证码，点击【发送短信】按钮，将收到系统发来的验证码，输入“手机收到的验证码”，点击“登

录”。



或者，通过微信二维码登录，选择“微信二维码登录”，依照提示用微信扫描二维码，点击手机上收到的登录提示“确认登录”。



注：

- ①已有网络大学账号，首次使用微信登录方式登录网站，需要先绑定微信，依照网站提示输入网站登录名和密码，点击“立即绑定”，绑定以后均可直接使用微信扫码登录网站。
- ②没有网络大学账号，首次使用微信登录方式登录网站，需要选择“没有账号”，自定义用户名、密码，输入手机号及手机收到的验证码，完成网站注册及绑定，绑定以后均可直接使用微信扫码登录网站。



- (4) 登录成功后，按照之前（1）（2）步骤，点击“专题培训” — “专业技能” — “法律合规类” — “保险行业合规建设课程” 下相应模块进行报名。

专题培训（远程）

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方向： 全部 CFA Institute中国研学堂 通用知识 公众教育与服务 **专业技能**

类别： 全部 党建学习类 政策解读类 保险案例类 保险大讲堂 保险基础知识 保险科技类 保险营销类 财税审计类 车险类
法律合规类 公共关系类 公司治理类 国学知识类 金融知识类 客服运营类 人力资源类 人身险业务类 入职教育 投保人教育
营销学院 职场心理 资金运用类

系列： 全部 保险公司合规实务 保险公司内部控制基础课程 保险公司资本与价值管理 保险机构反洗钱实务解读及案例分析 保险诉调对接
保险行业合规建设课程 保险资产负债管理监管规则解读 保险资金运用法律风险与争议解决对策 债二代风险监管与保险公司风险管理 债二代专题
反洗钱反垄断 反洗钱反欺诈反垄断 防范非法集资专题

保险行业合规建设课程（基础篇）
报名开始时间：2019.09.25
报名截止时间：2020.12.31

进入“报名须知”页面中，向下滑动到底端，选择“阅读并同意报名须知即可报名”，并点击：个人报名按钮：

报名须知

阅读并同意报名须知即可报名

个人报名 ➤

(5) 在此页面中，键入报名人员（已为注册会员）的证件号码后，相关信息会自动关联，如果信息没有变更则无需逐项填写。

填写报名信息

登录名：[REDACTED]

培训名称：保险行业税收新政系列课程（第三期）

培训类别： *

考试地点： *

如果所报名的考点由于人数少，无法达到考试规模，则有可能将考试地点合并到临近考点。合并考点后中保协会进行通知。

姓名： *

性别： *

省份： *

城市： *

证件类型： *

证件号码：

从业类型： *

公司级别： *

从业类型： *

公司级别： *

公司名称： *

联系电话(手机)： *

电子邮箱： *

学历：

从业年限： 年



[C:\Users\edufe\] 浏览...]

图片支持jpg、gif、png格式，文件小于500KB

上传头像：

验证码： 验证码

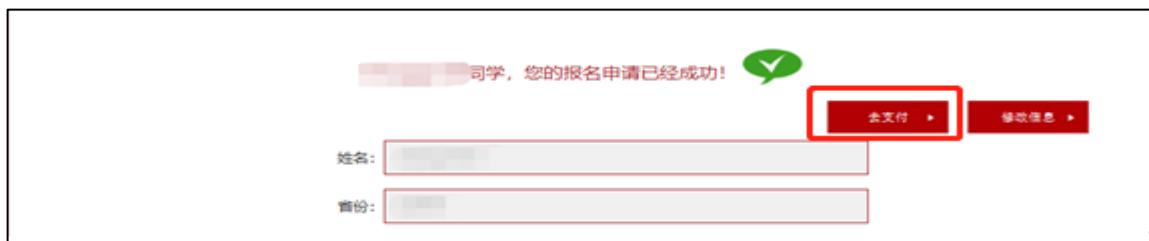
报名 ➤

说明：个人信息必须真实有效，由于上传的照片用于结业证书的打印，所以请上传免冠正面证件照。请参照上图中样例。

点击报名按钮，显示成功。



(6) 提交报名信息后，点击“去支付”



或者在“用户中心” - “教育项目”栏目，点击“网上支付”进行费用缴纳。

A screenshot of the "User Center" - "Education Projects" section of the website. The left sidebar shows navigation options like "个人信息" (Personal Information), "修改资料" (Update Information), "密码修改" (Password Change), "制式培训" (Militarized Training), "教育项目" (Education Projects), "学习账户" (Learning Account), and "模拟测试" (Mock Test). The main area displays a table of training programs. One row for "反洗钱政策及实务远程培训课程" (Anti-Money Laundering Policy and Practical Remote Training Course) is selected, showing details like training fee (80元), deadline (2020.12.31), and payment method (Network Training, 待缴费 - Pending Payment). A red box highlights the "网上支付" (Online Payment) button in the "操作" (Operation) column.

(7) 费用缴纳时，核对相关信息及费用后，可以选择选择“微信支付”。

A screenshot of the "Order Confirmation" page. It displays payment information: "支付金额：¥ 80.00" (Payment amount: ¥ 80.00), "姓名：" (Name: [redacted]), "考试名称：反洗钱政策及实务远程培训课程" (Exam name: Anti-Money Laundering Policy and Practical Remote Training Course), "考试地点：以培代考" (Exam location: Substitute Training), and "考试费用：80.00" (Exam fee: 80.00). Below this, it says "请选择支付平台在线支付：" (Please select the payment platform for online payment). Two payment methods are shown: "UnionPay" and "微信支付" (WeChat Pay), with "微信支付" highlighted by a red box. At the bottom is a "立即付款" (Pay Now) button.



支付完成后点击完成支付



二、

二、在线培训

- (1) 进入首页，使用会员账号登录后，点击【专题培训】，在相应培训科目中点击【学习】。
或者在“用户中心” - “教育项目”栏目，在相应的培训点击【学习】。

The screenshot shows the homepage of the China Insurance Network University. At the top, there is a navigation bar with links like 'Home', 'Specialized Training', 'Customized Training', 'Insurance Lecture Hall', 'Employee Education', 'Marketing Academy', 'Continuing Education', 'Industry Professionals', 'Award Classes', 'New Course Express', and 'Certificate Inquiry'. On the right side of the header, there is a user login area with a welcome message and a 'User Center' link. Below the header, there is a sidebar with options: 'Personal Information', 'Edit Information', 'Change Password', 'Customized Training', 'Education Projects', and 'Learning Account'. The main content area displays a table for a training program named 'Insurance Industry Taxation New Policy Series Course (Phase III)'. The table includes columns for 'Training Name', 'Fee', 'Deadline', 'Passing Method', 'Exam Location', 'Print准考证', 'Training Method', 'Audit Status', and 'Operations'. A red box highlights the 'Operations' column. A red border surrounds the entire table.

(2) 进入学习列表，在对应的课程中选择【听课】，进行课程播放。

The screenshot shows a 'Learning List' interface. At the top, there is a search bar with 'Course Name:' and a 'Search' button. Below the search bar is a table with columns: 'Name', 'Total Class Time', 'Status', and 'Completed (%)'. The first row shows a course in progress. Below this is another table with columns: 'Sequence Number', 'Course Name', 'Category', 'Class Time', 'Learning Progress', and 'Course Operation'. The first row shows a course with 'Learning Progress' as 'In Progress' and 'Operation' as 'Listening'.

三、学习进度确认

(1) 进首页，使用账号登录后，点击个人中心中【学习账户】查看课程的学习状况，包括培训名称，学习状态、详细内容。

The screenshot shows a 'Learning Account' interface. On the left, there is a sidebar with 'Certification Education', 'Education Projects', and 'Learning Account'. The main area is a table with columns: 'Training Name', 'Learning Progress', 'Learning Status', 'Exam Time', 'Grade', and 'Operations'. There are two rows of data. The first row has a red redacted 'Training Name' and 'Learning Progress' of 0%, 'Learning Status' as 'In Progress', 'Exam Time' as 'Not Set', 'Grade' as 'Pending Exam', and 'Operations' as 'Details'. The second row has a red redacted 'Training Name' and 'Learning Progress' of 42%, 'Learning Status' as 'Completed', 'Exam Time' as 'Not Set', 'Grade' as 'Pending Exam', and 'Operations' as 'Details'.

(2) 点击【详细】，查看每个课程的学习状况，包括课程名称、课时、学习状况。另外，可以通过课程学习画面查看培训的学习进度。可以通过【听课】界面查看各个章节学习状况。