

Step-by-Step Guidelines of
Completing the **ADEL Course**
for
Harbin 2025
Asian Winter Games

7 – 14 February 2025



中國香港運動禁藥管制機構
ANTI-DOPING ORGANIZATION OF HONG KONG, CHINA



Requirement

Course required:



**International -Level Athlete's
Education Program (English)**

or

ADEL國際級運動員教育計劃

Submission Deadline:

18 Nov 2024

*Certificate for this course would be accepted if it was completed on or after 14 Feb 2023

Completed by :

Athletes

Nature:

Mandatory

Step-by-step Guidelines

1: Create Your ADEL Account

2: Remember Your Own Account Information

3: Log into Your Account

4: Select the Right Course

5: Complete the Course

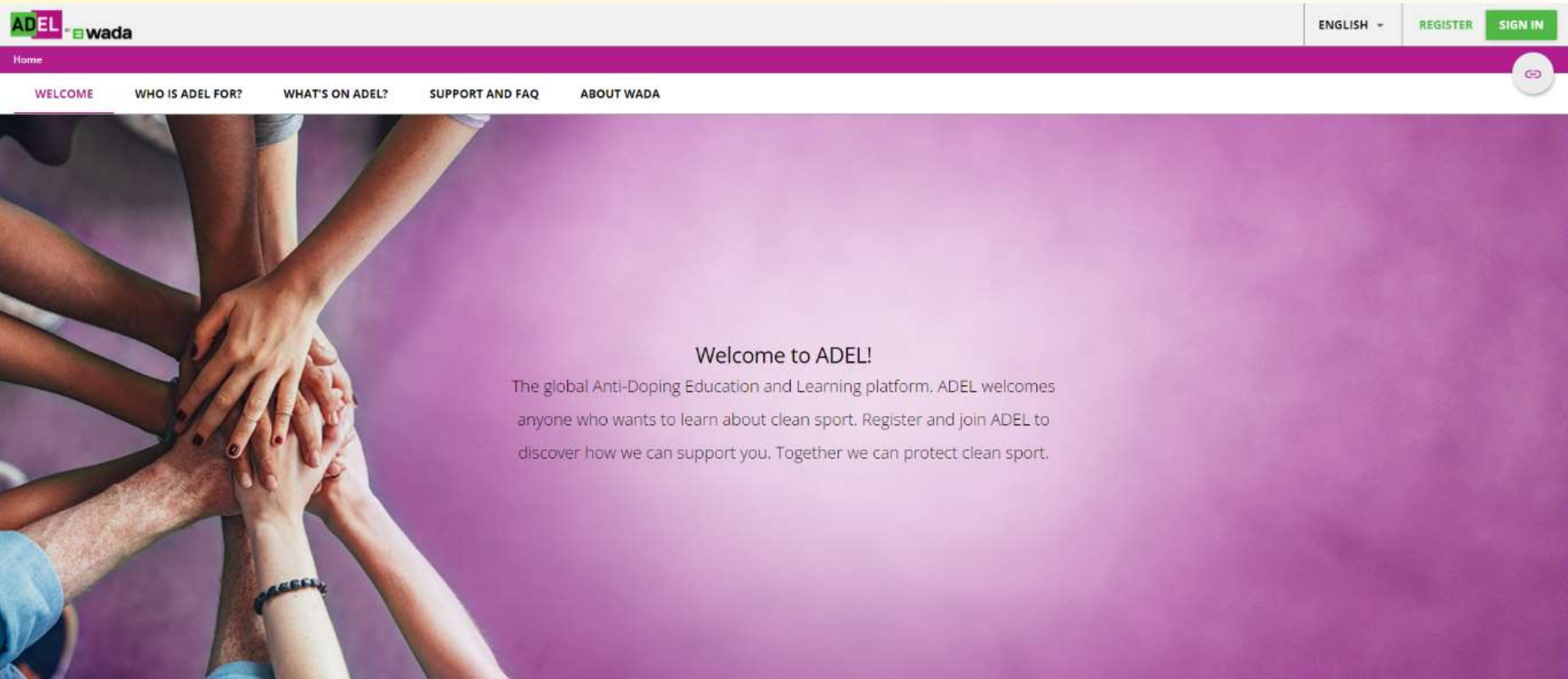
6: Download Your Certificate

7: Contact Support if Needed

Step 1: Create Your ADEL Account

1. Visit the ADEL Website

Go to the ADEL platform at adel.wada-ama.org.



The screenshot shows the homepage of the ADEL website. The header features the ADEL logo and the WADA logo on the left. On the right, there are links for 'ENGLISH', 'REGISTER', and 'SIGN IN'. Below the header, a navigation bar contains links for 'WELCOME', 'WHO IS ADEL FOR?', 'WHAT'S ON ADEL?', 'SUPPORT AND FAQ', and 'ABOUT WADA'. The main content area has a purple background with a photograph of several hands stacked together. The text on the page reads: 'Welcome to ADEL! The global Anti-Doping Education and Learning platform. ADEL welcomes anyone who wants to learn about clean sport. Register and join ADEL to discover how we can support you. Together we can protect clean sport.'

ADEL **wada**

Home

ENGLISH REGISTER SIGN IN

WELCOME WHO IS ADEL FOR? WHAT'S ON ADEL? SUPPORT AND FAQ ABOUT WADA

Home

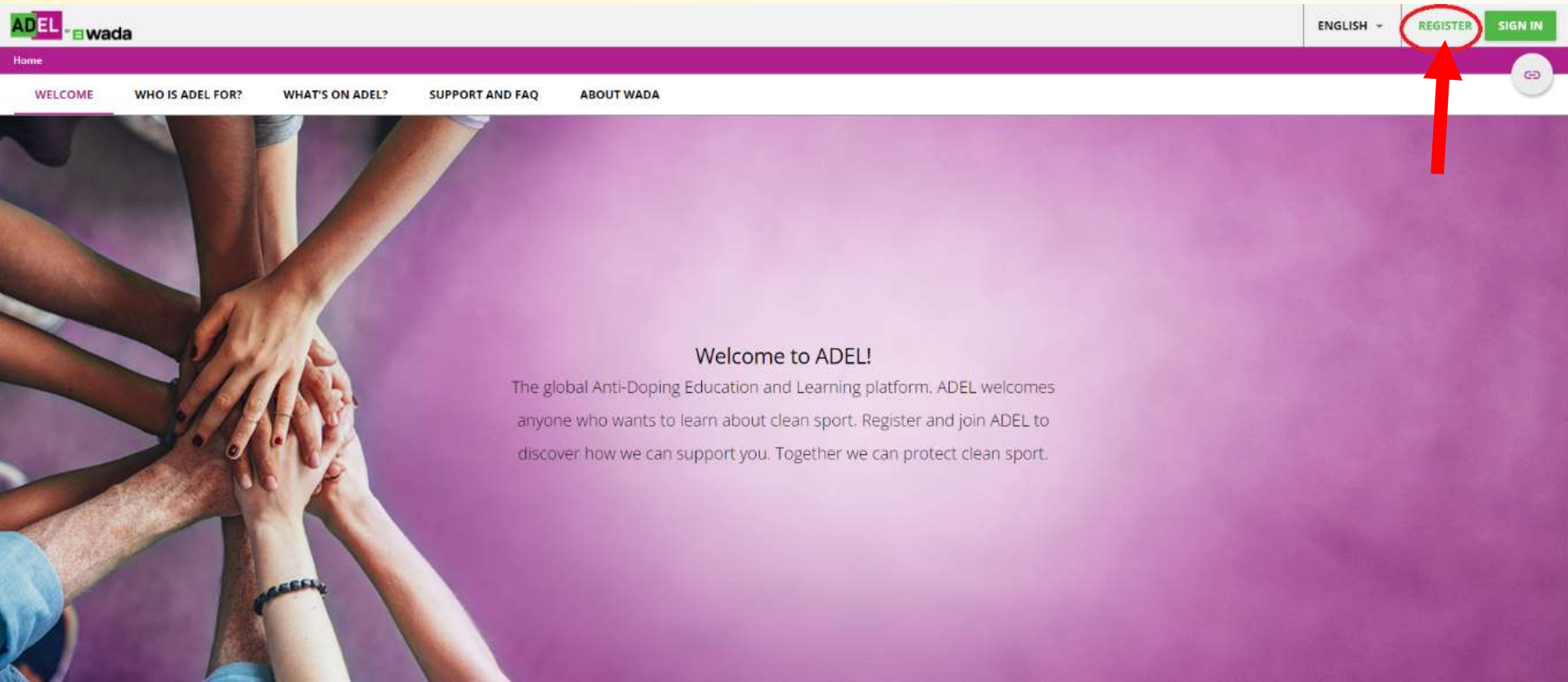
Welcome to ADEL!

The global Anti-Doping Education and Learning platform. ADEL welcomes anyone who wants to learn about clean sport. Register and join ADEL to discover how we can support you. Together we can protect clean sport.

2. No time restriction for module completion. Make sure you complete each topic in order to “**Save**” the module

3. Register for an Account

Click on the "Register" button.



4. Fill in Your Details

Complete the registration form using your real name as it appears on your HKID card or passport. Fill in all required fields marked with an asterisk (*) and (required).

The screenshot shows a registration form titled "Register here" with a close button (X) in the top right. Below the title is an important notice: "IMPORTANT: *The account of athletes under 16 must use a valid parent or guardian's email address. **For access to the CISP resources, please select the role: 05 - Anti-Doping Practitioners". The form is divided into two sections: "1 User profile" and "2 Additional fields".

1 User profile

- Username (required)**: chantalman
- First name (required)**: Tai Man
- Password (required)**: [Redacted]
- Language (required)**: English
- Role (required)**: 01 - Athletes

2 Additional fields

- Email (required)**: [Redacted]
- Last name (required)**: Chan
- Retype password (required)**: [Redacted]
- Time Zone**: (GMT +08:00) Asia/Hong_Kong

At the bottom, there are two checked checkboxes:

- I read and understood the ADEL Privacy Policy and accept its terms. [View privacy policy](#) (required)
- I read and understood the ADEL Terms of Use and accept them. [View terms & conditions](#) (required)

Below the checkboxes is the text: "Already registered? [Sign in](#)". At the bottom right, there are two buttons: "CANCEL" and "NEXT".

Name appears on
"ID Card" / "Passport"

For athletes **age under 16**

- Use parent/ guardian's email
- Username: Athlete's name appears on "ID Card" / "Passport"

5. Agree to Terms and Conditions

Click the boxes to agree to the terms and conditions, then click “Next”.

Register here ✕

IMPORTANT: *The account of athletes under 16 must use a valid parent or guardian's email address. **For access to the CISP resources, please select the role: 05 - Anti-Doping Practitioners

1 User profile — **2** Additional fields

Username (required)
chantalman

Email (required)

First name (required)
Tai Man

Last name (required)
Chan

Password (required) 👁

Retype password (required) 👁

Language (required)
English

Time Zone
(GMT +08:00) Asia/Hong_Kong

Role (required)
01 - Athletes

I read and understood the ADEL Privacy Policy and accept its terms. [View privacy policy](#) (required)

I read and understood the ADEL Terms of Use and accept them. [View terms & conditions](#) (required)

Already registered? [Sign in](#)

CANCEL **NEXT**

1. Tick the boxes

2. Click “Next”

Step 2: Remember Your Account Info

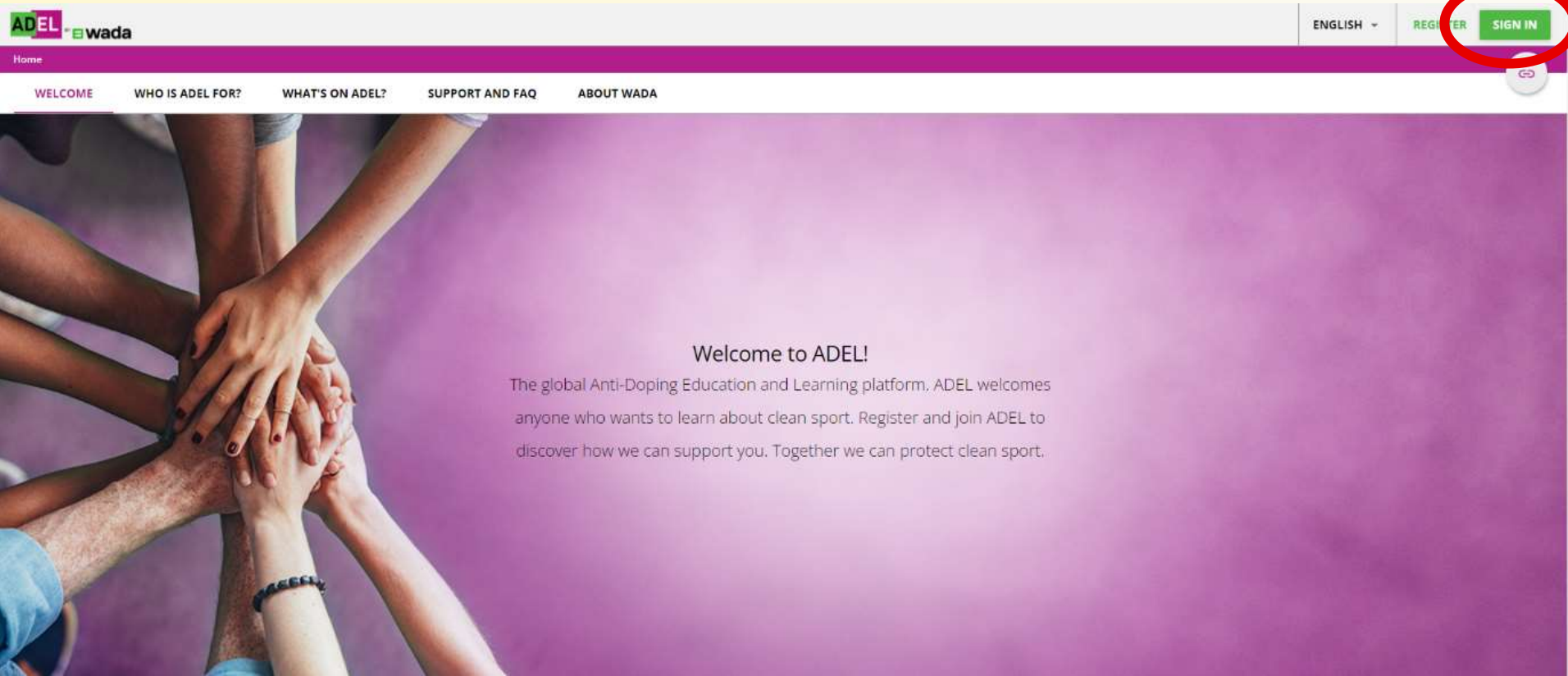
- **Username Name**
- **Registered Email Address**
Ensure you have access to this email
- **Password**
Keep your password secure

Note: Organizer may request your account name or email address to verify your certificate

Step 3: Log into Your Account

1. Access the ADEL Website

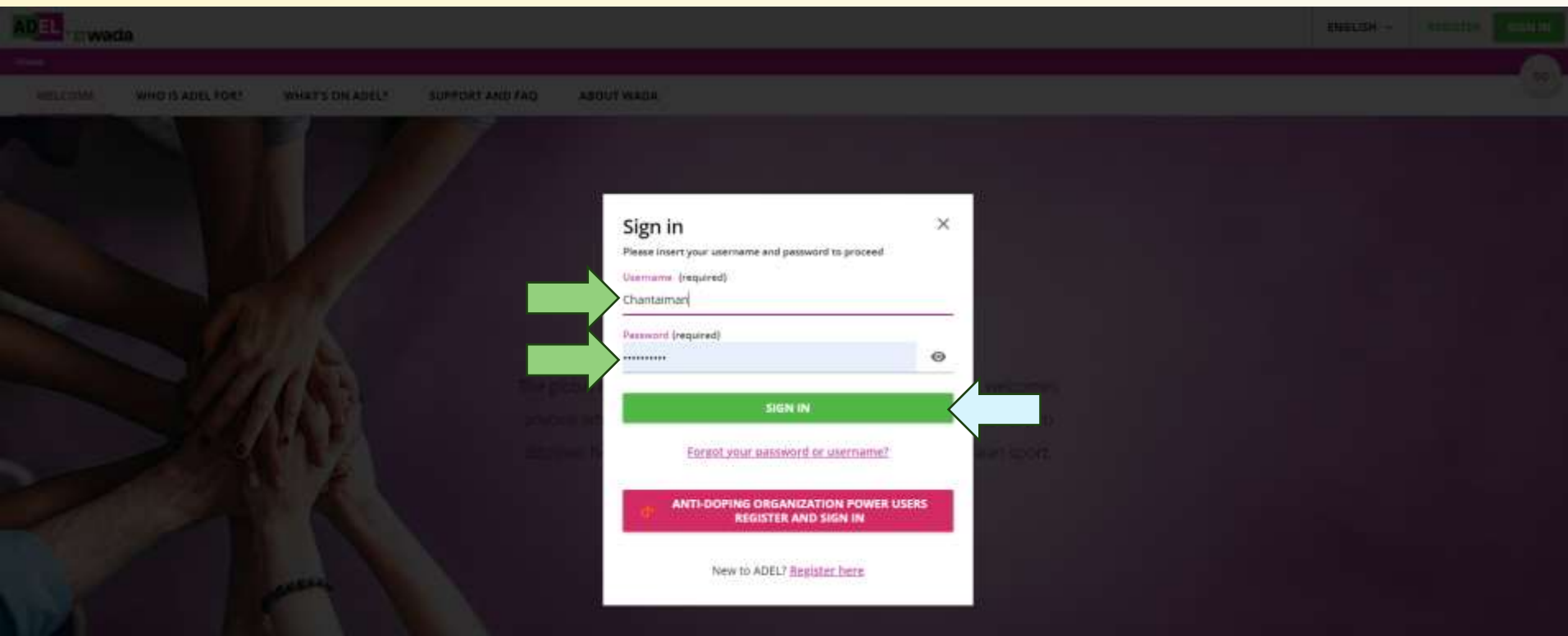
Go back to adel.wada-ama.org



The screenshot shows the top navigation bar of the ADEL website. On the left is the ADEL logo with the WADA logo next to it. Below the logo is the word "Home". In the center of the navigation bar are several menu items: "WELCOME", "WHO IS ADEL FOR?", "WHAT'S ON ADEL?", "SUPPORT AND FAQ", and "ABOUT WADA". On the right side of the navigation bar, there is a language selector set to "ENGLISH", a "REGISTER" button, and a "SIGN IN" button. The "SIGN IN" button is highlighted with a red circle. Below the navigation bar is a large purple banner with a background image of several hands stacked together. The text on the banner reads: "Welcome to ADEL! The global Anti-Doping Education and Learning platform. ADEL welcomes anyone who wants to learn about clean sport. Register and join ADEL to discover how we can support you. Together we can protect clean sport."

2. Enter Your Credentials

Fill in your username and password, then click "Sign In".

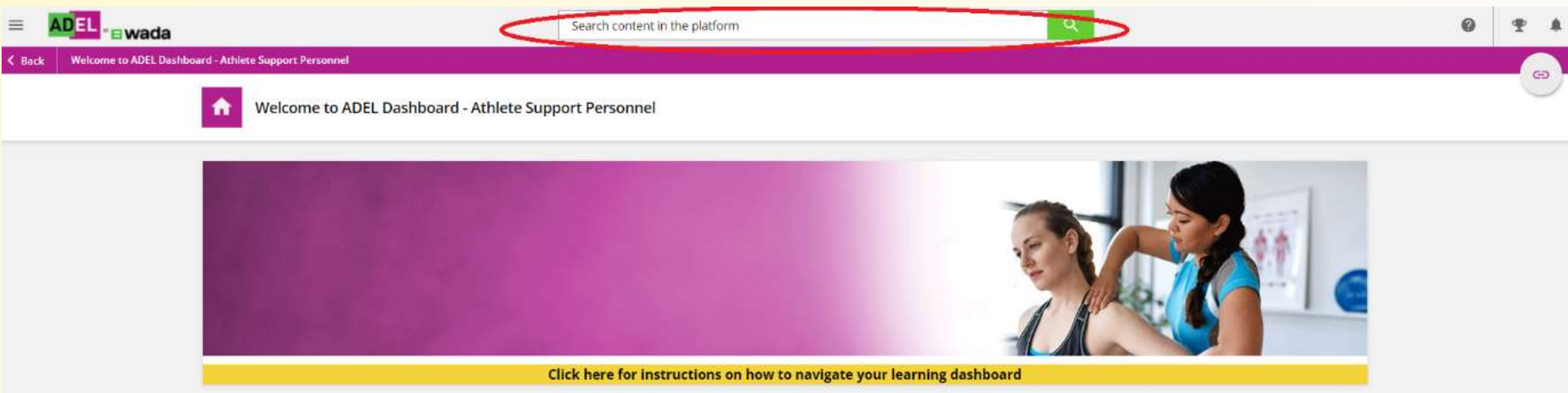


The screenshot displays the ADEL WADA website interface. At the top, the ADEL WADA logo is visible on the left, and navigation links for "ENGLISH", "REGISTER", and "SIGN IN" are on the right. Below the header, a dark navigation bar contains links for "WELCOME", "WHO IS ADEL FOR?", "WHAT'S ON ADEL?", "SUPPORT AND FAQ", and "ABOUT WADA". The main content area features a "Sign in" modal form. The form includes a title "Sign in" with a close button (X), a subtitle "Please insert your username and password to proceed", and two input fields: "Username (required)" containing "Chantamar" and "Password (required)" with masked characters. A green "SIGN IN" button is positioned below the fields. A light blue arrow points to the "SIGN IN" button, and two green arrows point to the "Username" and "Password" input fields. Below the sign-in button, there is a link for "Forgot your password or username?". At the bottom of the modal, a red button reads "ANTI-DOPING ORGANIZATION POWER USERS REGISTER AND SIGN IN", and a footer link says "New to ADEL? Register here".

Step 4: Select the Right Course

1. Navigate to Course Search Engine

Once logged in, search for the course name "**International -Level Athlete's Education Program (English)**" or "**ADEL國際級運動員教育計劃**"



The screenshot displays the ADEL WADA dashboard interface. At the top left, the ADEL WADA logo is visible. A search bar with the placeholder text "Search content in the platform" is highlighted with a red circle. Below the search bar, the dashboard header includes a home icon and the text "Welcome to ADEL Dashboard - Athlete Support Personnel". The main content area features a large banner image of two women, one in a blue athletic top, with a yellow bar at the bottom containing the text "Click here for instructions on how to navigate your learning dashboard".

2. Choose the Course

Find the course in your preferred language (English or Traditional Chinese). Remember the course is with “**Speed skating**” icon.

International Level Athletes' Education / Éducation po
Contains all the education programs for international level athletes / Co



International-Level
Athletes Education
Program (English)

2 courses

Education Program



ADEL 國際級運動員教育計劃
(ILA_Traditional Chinese)

2 courses

Education Program

Step 5: Complete the Course

1. Follow the Course Modules

Complete all lessons as instructed (including survey and other supplementary slides).

2. Take the Final Test

At the end of the course, you must pass the final test with a score of at least 80%.

*If you score under 80%, you must retake the test in order to obtain the certificate.

Step 6: Download Your Certificate

1. Go to the "My Activities" Section

After passing the course, clicking the icon on left hand corner and navigate to the "My Activities" section.

The image shows two screenshots of the ADEL dashboard. The top screenshot shows the main dashboard with a red arrow pointing to the menu icon in the top left corner. The bottom screenshot shows the dashboard with a green arrow pointing to the 'My Activities' link in the left-hand navigation menu, which is circled in red. The user's name 'Ngai Mina' and email 'minangal@antidoping.hk' are visible in the top left of the bottom screenshot.

WELCOME TO ADEL DASHBOARD - ATHLETE SUPPORT PERSONNEL

Search content in the platform

Welcome to ADEL Dashboard - Athlete Support Personnel

Sign out

NM
Ngai Mina
minangal@antidoping.hk

Welcome to ADEL Dashboard - Athlete Support Personnel

My ADEL Education Tasks

My Activities

ADEL Academy - Athlete Support Personnel's Education

Click here for instructions on how to navigate your learning dashboard

2. Go to the “Education Programs” Section

- Click on “Education Programs”
- Find the course name you attend
- Click the badge icon
- The certificate will be downloaded automatically.

My Activities

Statistics

Additional info

Courses

ILT (Instructor-Led Training)

Education Programs (Total: 2)

Education Record

Badges

Social

Recertification (Renew your certificate)

Questions and answers

Sharing activity

Asset ranks

Education Programs

CODE	NAME	NUMBER OF COURSES	PROGRESS
03_ILA_01_EN	International-Level Athletes Education Program (English)	2	100%
03_ILA_CHI_TRA	ADEL 國際級運動員教育計劃 (ILA Traditional Chinese)	2	50%

1. Click “Education Programs”

2. Click the badge icon

3. Download Your Certificate



Step 7: Contact Support if Needed

If you encounter any issues during the course, please reach out to the Anti-Doping Organization of Hong Kong, China (ADOHK) during office hour (09:30 – 17:30) for assistance.

Contact Information (Office hour: 09:30 – 17:30)



antidoping@antidoping.hk



2890 3644



6257 7099