

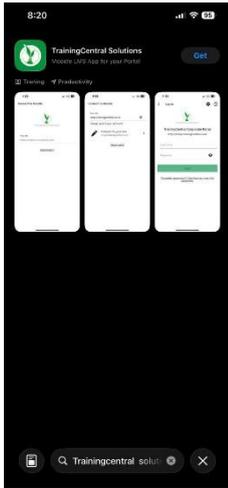
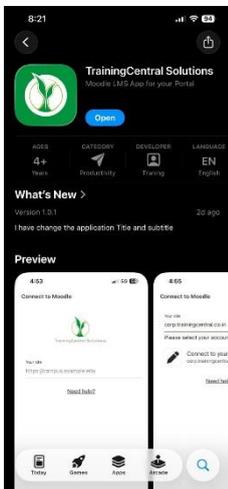


TrainingCentral

# TrainingCentral Learning Management System (LMS) Help Manual For the Mobile App (For iOS Devices)

*Disclaimer: The TrainingCentral mobile app is programmed to deliver the same superlative experience on mobile phones and tablets. However, mobile phone manufacture, while largely along standard specifications, can vary from make to make. You therefore will find some variance in your user experience as compared to accessing the courseware on a workstation or someone else's mobile. This is unavoidable.*

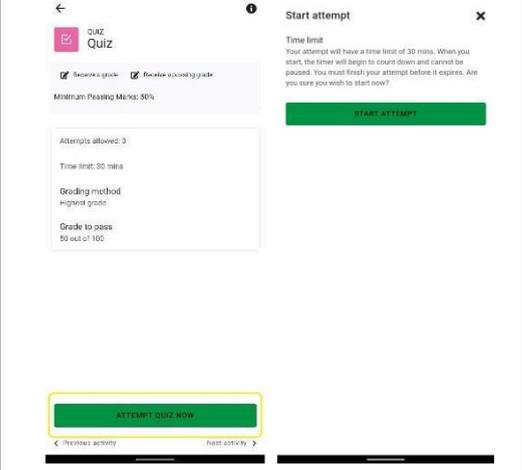
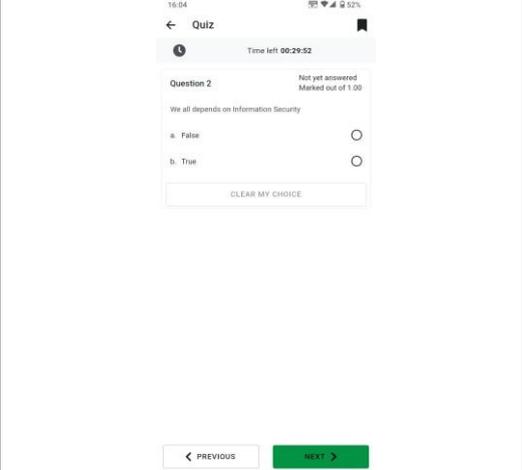
**For IOS Device**

<p>1</p>	<p>Please follow the Steps 1 to 3 from the Help manual for the web browser to login to your LMS account for the first time and then change the password.</p>	
<p>2</p>	<p>After changing the password successfully, Open the Apple app store and search 'TrainingCentral Solutions' app.</p>	
<p>3</p>	<p>Now, download and install the "TrainingCentral Solutions" app.</p>	
<p>4</p>	<p>After successfully installing the app, the icon for 'TrainingCentral Solutions' app will be displayed on your mobile home screen/App Drawer. Click on it to open the app.</p>	



<p>5</p>	<p>Enter the URL: Then enter following details as shared by your employer or HR/L&amp;D Team Username: Password: As changed after first time login and click on 'Log in'.</p>	
<p>6</p>	<p>You are now in the app. Click on 'My Courses'. This will display the list of courses assigned to you. Click on a course to proceed.</p>	
<p>7</p>	<p>Now, you will see the activities included in the course. Typically, any course contains a single or multiple eLearning modules/chapters followed by the Test. Completion of an activity will open access to the next activity. Once the final activity (usually a test) is completed with a passing grade, the certificate of completion will be issued. Click on Activity Name -&gt; Click on 'Enter'. It will take some time to download the package and after that activity will open automatically.</p>	

## LMS Portal Help Manual For the Mobile App (iOS Devices)

<p>8</p>	<p>You can use “&gt;” for next slide, “&lt;” for previous slide and “  ” for pause. The black bar shows the progress of each slide. You can't go to the next slide until this progress bar at the bottom reaches the end. For better learning experience, view the course in landscape mode.</p>	
<p>9</p>	<p>To attempt the Test, enter into the test activity and click on ‘Attempt Quiz Now’. Then click on the ‘Start Attempt’ to start the Test.</p>	
<p>10</p>	<p>Here you will get the list of questions, select correct option / options, and click on ‘Next’ to access the next question and ‘Previous’ to access the previous question.</p>	



<p>11</p>	<p>Once you answer a question, the question number on the panel will be highlighted. As you complete the test, all the question numbers will be highlighted. Click on 'Submit' button. <b>After that click on 'Submit all and finish' button.</b> Please note that after this, you will be not be able to make any modifications to the options selected by you. The message of successful completion will be displayed if you achieve a passing grade in the test.</p>	<p>The screenshot shows a quiz interface with a question titled 'What is information Security?' and four multiple-choice options. A 'Summary of attempt' table is visible on the right, listing 10 questions, all marked as 'Answer saved'. At the bottom, there are buttons for 'PREVIOUS', 'SUBMIT', and 'SUBMIT ALL AND FINISH'.</p>
<p>12</p>	<p>If you fail to achieve a passing grade, you can re attempt the test by clicking on the 'Re attempt quiz' button. You will get a total of 3 attempts to pass the quiz.</p>	<p>The screenshot displays the quiz details page, including the quiz title, a progress indicator (green checkmark for 'Receive a grade', red X for 'Receive a passing grade'), minimum passing marks (50%), and a table of previous attempts. A prominent green 'RE-ATTEMPT QUIZ' button is located at the bottom.</p>
<p>13</p>	<p>After completing all activities successfully, the respective activities will be marked as 'Done' and highlighted.</p>	<p>The screenshot shows a course completion page for 'Information Security A...'. It lists 'Module 1', 'Module 2', and 'Quiz', each with a green checkmark and a 'Done' button. There is also a 'Certificate' section with a 'To do' button.</p>



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<p>14</p>	<p>Now you can access your certificate of completion!</p>	
<p>15</p>	<p>If a user encounters any issue and wants to raise it, they should click on the “?” icon. Then, select the issue type, enter a brief description of the issue, and attach a screenshot if required. Finally, click on “Send.”</p>	