

LMS USER GUIDE

LMS LEARNER NAVIGATION GUIDE

1) Navigate to the Login page

2) Enter Username and Password



Create ▶ Manage ▶

Home

Virtual College

Help & Support

Login

Welcome to the LMS

15 November 2010

Welcome to the Virtual College LMS

Using new technology to stimulate effective training.

The Virtual College provides a one stop shop for all your training needs. Please contact us for more information or to gain a better understanding of how the Virtual College could help you please contact us on 01943 6059.

[Tutorials](#) [Compatibility Check](#)

Should you have any problems running any of the material and are not sure what browser you are using or whether you have Flash already installed – simply click the compatibility check link and the system will check for you.

Click here to logon to the system with your pre-assigned username and password

Login [Help ?](#)

Username

Password

[Forgotten your login details? -Click Here](#)

Login

Click the login button

Copyright © 1995-2010 Virtual College Group PLC. All Rights Reserved

If you need to contact the system help and support at any time, simply click the Help and Support link at the top of the page and type in your details, including email and phone number and let us know what the problem is and we will contact you – or you can call us on 01943 6059

Active Learning Completed Learning Requested Learning Personal Development [Help ?](#)

Active Learning [Export](#)

Title	Type	% Complete	Action
Short Answer QuestionsV3	E-learning	50%	
Test Course - Allocate on Pass	E-learning	50%	
eQuals 408 Networking - portfolio Course	Portfolio Course		
Literacy and Numeracy Test	E-learning		
Getting the Most from E>nable	In House Training	Evaluation	

Paul Butler [Help ?](#)



[Edit Profile](#)

Organisation:
PAB Enable Demonstration
Department:
PAB Demos - Dept 1
Manager:
Paul Assessor36
Last Login:
10 Nov, 2010


Messages [Help](#)

You have (5) new messages in [your inbox](#)

- [Announcements](#)
- [Links](#)
- [Resources](#)
- [Subscriptions](#)
- [Virtual Rooms](#)

When you first log into the system
you must check you details are
correct. Click here to edit your details

This is the Edit My Details screen.



the complete LMS solution Create ▶ Manage ▶ Deliver

Powered by
VIRTUAL
COLLEGE

Home Virtual College Help & Support Logout

>> [Dashboard](#) >> [Edit My Details](#) 15 November 2010

Paul Butler [Help ?](#)


no profile image
[Remove Image](#)

Organisation:
PAB Enable
Demonstration

Department:
PAB Demos - Dept 1

Manager:
Paul Assessor36

Last Login:
10 Nov, 2010

Upload Profile Image -Maximum size 1MB

You can upload a photograph here

Mandatory fields marked with a *

Title *
Mr

First Name *
Paul

Initial

Surname *
Butler

Email *
sue.butler@virtual-college.co.uk

Confirm Email *
sue.butler@virtual-college.co.uk

New Password (if required)

Confirm Password

Amend your details here

Save


Cancel

[Contact Us](#) [Accessibility](#) Copyright © 1995-2010 Virtual College Group PLC | All Rights Reserved

Remember to press save if you have changed or added anything

3

Learner Dashboard



the complete LMS solution





Powered by
VIRTUAL COLLEGE

Help & Support | Logout

>> Dashboard 15 November 2010

Active Learning | Completed Learning | Requested Learning | Personal Development | Help ?

Active Learning [Export](#)


Title	Type	% Complete	Action
Short Answer Questions V3	E-learning	50%	
Test Course - Allocate on Pass	E-learning	50%	
Literacy and Numeracy Test	E-learning		
Getting the Most from E-nable	In House Training	Evaluation	

These tabs are optional features and will not be covered in this guide

Your Active Learning tab

Your Completed Learning tab

To access a course simply click the Title of the course you wish to access




no profile image






[Edit Profile](#)

Paul Butler [Help ?](#)

Organisation: PAB Enable Demonstration
Department: PAB Demos - Dept 1
Manager: Paul Assessor36
Last Login: 15 Nov, 2010

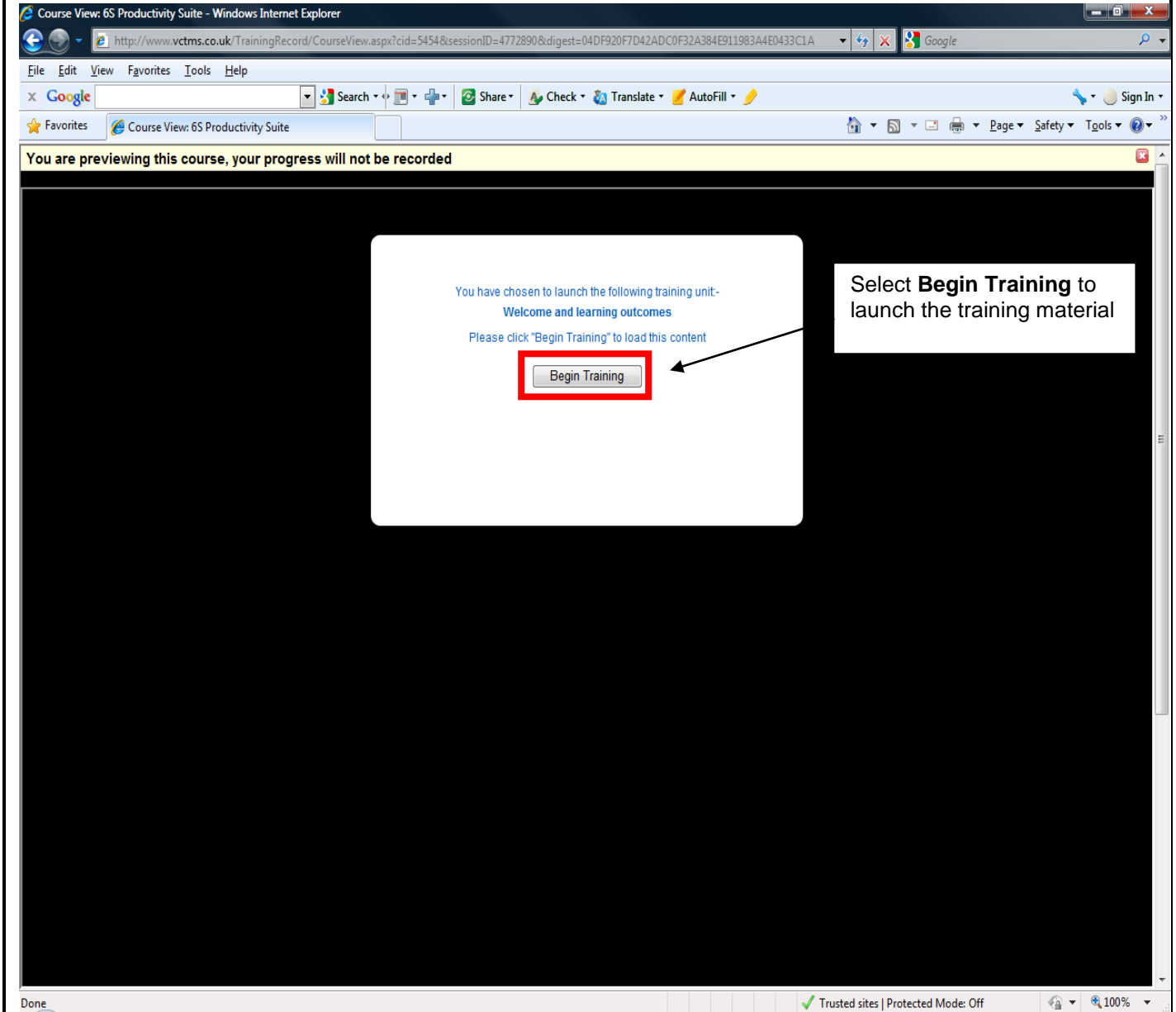
Messages [Help](#)

 You have (5) new messages in [your inbox](#)

-  [Announcements](#)
-  [Links](#)
-  [Resources](#)
-  [Subscriptions](#)
-  [Virtual Rooms](#)

[Contact Us](#) [Accessibility](#)

Copyright © 1995-2010 Virtual College Group PLC | All Rights Reserved



Course View: 6S Productivity Suite - Windows Internet Explorer

http://www.vctms.co.uk/TrainingRecord/CourseView.aspx?cid=5454&sessionID=4772890&digest=04DF920F7D42ADC0F32A384E911983A4E0433C1A

File Edit View Favorites Tools Help

Google Search Share Check Translate AutoFill Sign In

Course View: 6S Productivity Suite

You are previewing this course, your progress will not be recorded

Welcome
6S - Implementation

You can move to the next page when the forward button flashes green

Jump to page Your Notes 1 / 5 00:00:30

VIRTUAL COLLEGE

Print Glossary 50 %

Save Help Minimise Quit

To learn more about the navigation bar click **Help**

Course View: 6S Productivity Suite - Windows Internet Explorer

http://www.vctms.co.uk/TrainingRecord/CourseView.aspx?cid=5454&sessionID=4773026&digest=C61AC880258F745DBA1C08117C22B1368E29E13B

File Edit View Favorites Tools Help

Google

Sign In

Page Safety Tools

You are previewing this course, your progress will

This screen explains the features of the navigation bar

Copyright

All materials including content, graphics, code, text and design ("Materials") are owned by and controlled by Virtual College Limited ("Virtual College") © Copyright Virtual College Limited 2006 all rights reserved, except where otherwise indicated. The Materials in whole or in part may not be modified, reproduced, republished, uploaded, posted, transmitted, displayed, distributed or exploited in any way. Such use is strictly prohibited and will constitute an infringement of the copyright and other intellectual property rights of Virtual College. This copyright notice may not be deleted, changed or modified in any way.

Disclaimer

In compiling this product, every effort has been made to ensure the accuracy of information contained therein, at the time of publication.

However, no warranties of any kind are made in respect of the contents of this product, nor its fitness for any particular purpose. You should take proper advice before making any decisions.

Neither the developers nor the publishers or authors can accept any responsibility and/or liability for any errors or omissions in the content, or for any direct or consequential damages or losses arising from the use of the product.

The product may contain details of external sources of further information or assistance, but inclusion does not necessarily imply recommendation or endorsement. The developers, publishers and authors cannot be held responsible for the contents of any pages or screens sourced by external links via the products

Help

The Navigation bar at the bottom of the unit provides all the functions you need to navigate through the material. The forward and back buttons (labelled 3 and 5) will turn from grey to blue when you can navigate to the next or previous pages. You must view all the areas of the page in order for the button to become enabled. If the navigation won't let you continue make sure you have clicked on all the clickable areas of the page.

The diagram shows a navigation bar with the following components and callouts:

- 1: Jump to page
- 2: Your Notes
- 3: Back button
- 4: VIRTUAL COLLEGE logo
- 5: Forward button
- 6: Print
- 7: Glossary
- 8: Save
- 9: Help
- 10: Minimise
- 11: Quit
- 12: Progress bar
- 13: Progress indicator
- 14: Progress indicator
- 15: Progress indicator
- 16: Progress indicator

Course View: 6S Productivity Suite - Windows Internet Explorer


http://www.vctms.co.uk/TrainingRecord/CourseView.aspx?cid=5454&sessionID=4772890&digest=04DF920F7D42ADC0F32A384E911983A4E0433C1A

File Edit View Favorites Tools Help

Google Search Share Check Translate AutoFill Sign In

Favorites Course View: 6S Productivity Suite Page Safety Tools

You are previewing this course, your progress will not be recorded



Welcome
6S - Implementation

Select the **Jump to page** button

Jump to page Your Notes 1 / 5 00:00:30

VIRTUAL COLLEGE

Print Glossary

Minimise Quit

Save Help

Done Trusted sites | Protected Mode: Off 100%

Course View: 6S Productivity Suite - Windows Internet Explorer

http://www.vctms.co.uk/TrainingRecord/CourseView.aspx?cid=5454&sessionID=4772890&digest=04DF920F7D42AD0F32A384E911983A4E0433C1A

File Edit View Favorites Tools Help

Google Search Share Check Translate AutoFill Sign In

Favorites Course View: 6S Productivity Suite Page Safety Tools

You are previewing this course, your progress will not be recorded

Plan

Jump to Page (close)

This shows the pages within this training unit that you can jump to.

Please click on the title of the page which you wish to be taken to from the list below:

Page

- 1: Welcome
- 2: Learning Outcomes - page 1
- 3: Learning Outcomes - page 2
- 4: Learning Outcomes - page 3
- 5: Learning Outcomes - page 4

Jump to page is useful **when you have completed** a training unit and wish to review a particular page. This button allows you to easily navigate to any other page in the training unit. It also displays the current status of each page. Hover over the page title to see a quick synopsis of the page's text.

Passed -

Passed but may need reviewing -

Not passed -

Not yet visited -

1 / 5 00:00:56

VIRTUAL COLLEGE

Save Help Minimise Quit

Done Trusted sites | Protected Mode: Off 100%

Course Summary: Pab - ICCM

[Help](#)

Overall Progress: 0%

Course Description:

Pab - ICCM

Course Status

Status:
Active

Last Location:
[Not Started](#)

Total Time Spent:
00 mins

Total Time Allowed:
N/A

Deadline:
N/A

Preferences

Audio

On ☒ Off ☐

Text

On ☒ Off ☐

Course Breakdown

PAB - ICCM

Title	Status	Last Accessed	Time Taken	Action
Excel at Care	Not Attempted	N/A	N/A	Start >>
Online Test	Has Prerequisites	N/A	N/A	View [+]

2 Activities

Click start to
begin the
training

After you have completed
the training click here to
access the test or quiz

This is an example of a multi choice question

5S Module 1 - Overview

Question: 1 / 15

Score so far: 0 / 0

Time Remaining: 119 Minutes of 120

Implementing 5S can benefit the company in terms of efficiency.

☐ True

☐ False

Submit Answer

[Contact Us](#)

Copyright © 1995-2008 Virtual College Group PLC | All Rights Reserved

Quizzes are usually made up of multi choice questions

This is an example of a Hot Spot question


5S Essentials

Question: 6 / 10

Score so far: 30 / 50

Time Remaining: 116 Minutes of 120

Shine is not just about cleaning, it also has another aim. Click on the area in the picture below which would be identified by Shine's other aim.



Click on the image where you think the correct answer is

Submit Answer

[Contact Us](#)

Copyright © 1995-2008 Virtual College Group PLC | All Rights Reserved

This is an example of a Drag & Drop question

5S Essentials

Question: 8 / 10

Score so far: 40 / 70

Time Remaining: 114 Minutes of 120

For 5S to achieve sustainable improvements to the workplace the Ss must be followed in a systematic order, can you place the Ss in order on the graph below?

Reset

SUSTAIN

SORT

SET IN ORDER

SHINE


STANDARDISE

Click the words and drag them into the correct boxes

Submit Answer

[Contact Us](#)

Copyright © 1995-2008 Virtual College Group PLC | All Rights Reserved



the complete LMS solution

Create ► Manage ► Deliver

Powered by
VIRTUAL
COLLEGE

Home

Virtual College

Help & Support

Logout

>> [Dashboard](#) >> [Course View](#)

15 November 2010

Course Summary: Pab - ICCM [Help](#)

Overall Progress: 100%

100%

Course Description:

Pab - ICCM

Course Status

Status: Active

Last Location: [PAB - ICCM](#)

Total Time Spent: 00 mins


Total Time Allowed: N/A

Deadline:

Course Breakdown

[PAB - ICCM](#)

100%

2 Activities 

Title	Status	Last Accessed	Time Taken	Action
Excel at Care	Completed	15 November 2010	00:00:00	Review >> [+]
Online Test	Completed	15 November 2010	00:00:15	Review >> [+]
Comments / Grade: Distinction				

When you have successfully complete the Quiz - It will be indicated on your record

Click **here** to complete the evaluation. This course will remain on your active learning until the evaluation has been completed.

Click on the word **here** to launch the evaluation

In order to complete this course, please complete the course evaluation by clicking on the link below.

Last Location:
An Introduction to
Telecare and Telehealth

Total Time Spent:
26 mins

Total Time Allowed:
N/A

Deadline:
N/A

Preferences

Audio
On ☒ Off ☐

Text
On ☒ Off ☐

Title	Status	Last Accessed	Time Taken	Action
Welcome and learning objectives	Completed	15 November 2010	00:00:08	Review >> [+]
Introduction - Drivers for change	Completed	15 November 2010	00:00:05	Review >> [+]
Social change	Completed	15 November 2010	00:00:19	Review >> [+]
Improving the delivery of health and social care	Completed	15 November 2010	00:00:04	Review >> [+]
Impact of technology in the NHS and care sector	Completed	15 November 2010	00:00:05	Review >> [+]
Tele-what?	Completed	15 November 2010	00:00:04	Review >> [+]
Telecare	Completed	15 November 2010	00:00:04	Review >> [+]
Telehealth and its sub-divisions	Completed	15 November 2010	00:00:04	Review >> [+]
What does telecare / telehealth mean for me?	Completed	15 November 2010	00:00:04	Review >> [+]
Preparing for adoption	Completed	15 November 2010	00:00:04	Review >> [+]
Further help and support	Completed	15 November 2010	00:00:04	Review >> [+]
Online Test	Passed	16 November 2010	00:24:55	Review >> [+]
Comments / Grade: Well done - you have passed				

Blank Evaluation Tele

Click **here** to complete the evaluation. This course will remain on your active learning until the evaluation has been completed.

If you are required to complete an Evaluation before the course is marked complete, this instruction box will appear

Active Learning

Completed Learning


Requested Learning

Personal Development

[Help](#) ?

Paul Acres18

[Help](#) ?**Completed Learning** [Export](#)

Course Title	Type	Date Completed	Action
Pab - ICCM	E-learning	15-Nov-2010	

Historical Learning

You have no prior training logged.

The course has moved from the active to completed learning page. The course is available for you to review at any time

[Edit Profile](#) 

Organisation:

PAB Enable Demonstration

Department:



Dept3

Manager:

Paul Butler

Last Login:

15 Nov, 2010

Messages[Help](#) You have (1) new messages in [your inbox](#) [Announcements](#) [Links](#) (2) [Resources](#) (1) [Virtual Rooms](#)