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**Inter** 



# **STUDENT USER GUIDE**

# **How To Register and Login**



**Reality B** 

Mixed

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Management Based

Welcome to the Labtech Academy Student User Guide. It is designed to show you how to register and log on to the TVET LMS System and how to access the courses that you are enrolled in. The guide is in two (2) parts, the first part is about how to register and log in to the TVET LMS System and the second part is about using the TVET LMS System once you are logged in.

LABTECH ACADEMY IS SUPPORTED ON ANY MODERN WEB BROWSER. FOR BEST PERFORMANCE WITH LANGUAGE TRANSLATION FUNCTIONALITY, WE RECOMMEND THE MICROSOFT EDGE WEB BROWSER ON DESKTOPS AND LAPTOPS, AND FOR TABLETS AND SMARTPHONES, WE RECOMMEND GOOGLE CHROME.

IF USING A TABLET OR SMARTPHONE WE RECOMMEND USING IN LANDSCAPE MODE. ENJOY YOUR LEARNING EXPERIENCE!

#### Part 1: How to Register and Login to the TVET LMS System

(a) Firstly you need to go to the site at: <u>https://labtech-academy.com/</u> and you will see a screen that looks like the one below:



This is your site home screen, it provides access to the TVET LMS System, and you're online course. At the top right corner of the screen you will see a "**Register**" button.

(b) Click on the "Register" button and the next screen will look like the one below:

l	L'AB TECH	cademy
	Register	
	Complete/Update your prof	information (if required) then click on the relevant boxes at bottom before clicking on the "PROCEED WITH SIGN-UP" button.
	Username *	
	Password *	
	Retype Password 🤒	
2	Salutation *	⊙ Mr ⊙ Mrs
		⊙ Ma ⊙ Dr
		© Prof
	First name 🕴	
2	Last name 🔹	
1	Email *	
	Retype email *	
	City *	

Enter your details and note that everything with a red \* means it is mandatory that you complete please .... and then click the "**Privacy Policy**" tick box and the "**I'm not a Robot"** tick box so you can then click "**PROCEED WITH SIGNUP**" button. Now you will be directed to a screen that looks like the one below:

note. Tou will also receive all ellian conjunting your registration actuils.
--

	my	VS SHOP	COURSES INFO	HELP	Log in Register	
Message Data successfully saved					×	
Registration/Subscri Thanks Labtech Student for signing up at La Your details are as follows:	ption complete					
Plan Username Subscription Start Date Subscription End Date	Register labtechstudent 09-17-2020 03-17-2021					
Salutation First name Last name Email	Mr Labtech Student labtechstudent@gmail.com					
Retype email City Country State	labtechstudent@gmail.com Manila Philippines N/A					

(c) Now you are ready to "Login" by clicking on "Login" top right of screen as shown below:

	L'A3 TECH Acader	ny			Log in Register		
	Message Data successfully saved	ation complete			×		
	hanks Labtech Student for signing up at Lal	atech Academy.	ount 🛞				
	Yan Isername Kubscription Start Date Kubscription End Date Isalutation	Register labtechatudent 09-18-2020 CG-18-2021 Kemember Me Forgot your passwo Mr	g in rd?				
	irat name .ast name :mall Retype email Xity						
C S T	Country State Type of user	Philippines N/A Educational Institution					

(d) After Logging in for the 1<sup>st</sup> time you will be see a screen like below requesting you to change your password again. This is for security reasons. You only need to enter a new Password and Confirm the Password. No Need to complete any other information. Then click on the "SUBMIT" button at the bottom.

Note: Please remember your new password.



(e) After you hit the "SUBMIT" button you will then see a screen like below. Even though you can see the "MY COURSES" button at the top there is nothing in there yet as you are not enrolled on any courses. You will need to go to the click on the "SHOP" button next which is also up top and enrol on a course.

Message						
wiessaye						
Data successfully say						
Profile saved.						
Profile						
Nam	<ul> <li>Labtech Student</li> </ul>				2 LOIT PROFILE	
Usernam	e labtechstudent					
Registered Dat	e Thursday, 17 September 2020					
Last Visited Dat	e Thursday, 17 September 2020					
User Profile						
Address	1 No Information Entered					
Address	2 No Information Entered					
Cit	y No Information Entered					
Countr	y No Information Entered					
Postal/ZIP Cod	<ul> <li>No Information Entered</li> </ul>					
Phon	<ul> <li>No Information Entered</li> </ul>					
Websit	<ul> <li>No Information Entered</li> </ul>					

(f) After you select what course you want to enrol on in the "SHOP" you will see a screen like below. <u>It will remember your details from registration so you only need to go to</u> <u>the bottom and click the "Privacy Policy</u>" tick box and the "PROCEED WITH SIGN-UP" <u>button.</u>

Note: You will also receive an email confirming your subscription details

L'AB TECH	∆cad∈my	٦	NEWS SH	OP COL	RSES INF	O HELP	MY COURSES	Labtech Student ⊘
COVID Supp	ort: Electrical BASICS	S e relevant	boxes at botto	m before d	icking on the	PROCEED V	VITH SIGN-UP* button.	
Salutation •	<ul> <li>Mr</li> <li>Mrs</li> <li>Ms</li> <li>Dr</li> <li>Prof</li> </ul>							
First name *	Labtech							
Last name 🍍	Student							
Email 🍍	labtechstudent@gmail.com							
Retype email 🔺	labtechstudent@gmail.com							
City 🏓	Manila							
Country *	Philippines						ŧ	
State	Not available						+	
Type of user *	<ul> <li>Educational Institution</li> </ul>							

(g) Subscription Complete Screen will then appear like below.

L'AS TECH AC	COURSES INFO HELP (1) MY COURSES Labled Student (1)	
Message	×	
Data successfully saved!		
Registration/Sul	ubscription complete	
Thanks Labtech Student for signin	ning up at Labtech Academy.	
Your details are as follows:		
Plan	COVID Support: Electrical BASICS	24
Username	labtechstudent	
Subscription Start Date		
Subscription End Date		
Salutation		
First name	Labtech	
Last name	Student	
Email	labtechstudent@gmail.com	21
Retype email	labtechstudent@gmail.com	
City	Manila	
Country	Philippines	
State		
Type of user	Educational Institution	

(h) Now if you look at the top right hand part of the screen you will see your user ID and to the left of it you will see a "MY COURSES" button. Clicking on this button you can view the courses you are enrolled in.

**IMPORTANT NOTE:** If for any reason this does not work or you do not understand the process you can click on the word **"HELP"** which is on the left next to the "**MY COURSES"** button. This will then allow another screen to open like the one below which is for support:

L'13 TECH Academy	IN NEWS SHOP COURSES INFO	HELP ( MY COURSES Labtech Student (
	type in your search keywords he	
Submit a Support Ticket Netwished our staff members will take care of your issue.	View Support Tickets Access and manage your current support tickets. In order to view them, you will have to be logged in.	Search Support Tickets Search through your own support tickets. In order to perform the search, you will have to be logged in.
FAQ (Frequently asked questions)		
Registration	TVET Learning Management System (LMS)	Navigating Study Materials
Using Translation		

This screen then lets you choose the support that you need and you can simply follow the prompts and fill in the required details in the online forms. Once this has been submitted you will get a confirmation from Labtech and someone will assist you with your enquiry.

#### Part 2: Using the TVET LMS System

Once you have logged into the TVET LMS System and after completing section Part 1 of this User Guide you will see a screen that looks like the one below:

Automative & Teaconstation		
Covid Support: Automotive This course contains example topics from across the range of Topic offerings in each course. It	Labtech Academy Feedback Survey #1 <sup>3</sup> months ago	
each of the Labtech TVET Automotive Programs.	START BURVEY	
Air-Conditioning & Refrigeration		
Covid Support: HVAC This course contains example topic from across the range of Topic offerings in each course it provides the users with typical examples of the range of because metalla contained in		

This screen displays the courses that you are enrolled in and you can enter each of the courses by clicking on the course icons on the left of the short course descriptions. You will also note we have a Feedback Survey on the right of the image above. We would very much appreciate if you can complete after you have used this site a few times. It only takes 2 minutes to complete.

Next by clicking on the top course, which is COVID SUPPORT: AUTOMOTIVE, it will take you to a screen like the one below:



On this screen, you can see the different topics that make up the course being studied. The topics that "**are active**" have an image shown in them. By clicking on an active icon, you will be taken to the learning materials area of the system for that particular topic as indicated in the images below:



Clicking on each of the icons as show in the instructions on the screen will take you to different elements of the topic. As per images below

#### Learning Objectives

E Labtech Academ		🌲 🗩 Student User Guide 📃 🔹
Covid Support : Automotive		
0 Badges		
Competencies	COVID SUPPORT : AUTOMOTIVE	
I Grades	Dashboard My courses Covid Support : Automotive Charging System - Alternator Learning Objectives	
🗅 General		
D Hybrid Vehicle Fundamentals	LEARNING OBJECTIVES	
D Hybrid Transaxle	THE OBJECTIVES FOR THIS TOPIC ARE:	
Charging System - Alternator	1. INTRODUCTION	
C ABS Anti-Lock Brake System	- THEORY OF OPERATION 2 ALTERNATING CURRENT	
Hydraulic Power Steering System	3. ALTERNATOR COMPONENTS	
Engine Cooling System	- ROTOR	
Distributor Ignition System	- STATOR - ALTERNATOR END FRAMES	
Contraction Functional States	- SLIP RING & BRUSH ASSEMBLY	
Da a Chala Datat Facia Cuala	- RECTIFIER ASSEMBLY	
2-Stroke Petrol Engine Cycle	- ALTERNATOR COOLING FAN	
4-Stroke Petrol Engine Cycle	4. KOTOK CIKCOT	
2-Stroke Diesel Engine Cycle		
	Last modified: Fridav. 29 May 2020, 6:05 AM	

#### Pre-Test (1 Attempt)

Labtech Acader	ny <mark>os</mark>	🌲 🌘 Student User	Guide 📿 🔹
Covid Support : Automotive			
O Badges			
Competencies	COVID SUPPORT : AUTOMOTIVE		
Grades	Dashboard X My courses X Covid Support : Automotive X Charging Syst	atem - Alternator 💙 Charging System - Alternator Pre-Test	
🗅 General			_
D Hybrid Vehicle Fundamentals	CHARGING SYSTEM - ALTERNATOR	PRE-TEST	
C Hybrid Transaxle	Attemp	pts allowed: 1	
Charging System - Atternator			
D ABS Anti-Lock Brake System	Attemp	pt quiz now	
D Hydraulic Power Steering System			_
D Engine Cooling System			
Distributor Ignition System			
C Engine Fundamentals			
C 2-Stroke Petrol Engine Cycle			
C 4-Stroke Petrol Engine Cycle			
2-Stroke Diesel Engine Cycle	Learning Objectives     Jump to	Charging System - Alternator Study	Materials 🕨

#### Pre Test (1 Attempt)

Labtech Academy	46		🌲 🍺 Student User Guide	- 10
Covid Support : Automotive	COVID SUPPORT : AUTOMOTIVE			
Badges	Dashboard My courses Covid Support : Automotive Charging System - Alter	nator Charging System - Altern	ator Pre-Test	
Competencies				
Grades		QUESTION 1	QUIZ NAVIGATION	
General	The charging system consists of each of these, except :	Marked out of 100	123456	
Hybrid Vehicle Fundamentals	Select one	7 Flag question		
lybrid Transaxle	a. Battery     b. Regulator		13 14 15 16 17 18	
Charging System - Alternator	C c Alternator			
ABS Anti-Lock Brake System	C a starting Motor			
Hydraulic Power Steering System			Finish attempt	
Engine Cooling System		QUESTION 2		
Distributor Ignition System	The rotor winding assembly rotates inside the stator winding. The rotor generates	Not yet answered Marked out of 1.00		
ingine Fundamentals	Select and	₹ <sup>r</sup> Flag question		
-Stroke Petrol Engine Cycle	a. A magnetic field			
I-Stroke Petrol Engine Cycle	b. Current field     c. Both of the above			
	O d None of the above			

#### **Study Materials**

E Real Labtech Academy	<u>- 00</u>		🌲 🗭 Studen
Covid Support : Automotive			rstern - Atternator 🕥 Charcaina Systern - Atternator Study Materials
Grades	CHARGING SYSTEM - ALTE	RNATOR	STUDY MATERIALS
General			
🗅 Hybrid Transaxle	Glossary		Background Theory
C Charging System - Alternator			
D ABS Anti-Lock Brake System	Interactive Learning		Formative Assessment
C Hydraulic Power Steering System			
C Engine Cooling System	Learning Objective	Char	aing System - Alternator
Distributor ignition System	Learning Objective	Chai	ging system - Alternator
🗅 Engine Fundamentals	1. Introduction		
2-Stroke Petrol Engine Cycle	- Theory of operation		
4-Stroke Petrol Engine Cycle	3. Alternator components		
2-Stroke Diesel Engine Cycle	- Rotor - Stator		

#### Post Test (3 Attempts)

Note: If you score 80% or higher you will receive a Certificate of Completion)



### **CERTIFICATE of COMPLETION**

The Labtech Academy hereby Certifies

## Labtech Student

has completed the Online Training Topic

#### Charging System - Alternator

This topic requires a nominal <mark>Study Time of 5 hours and a Grade</mark> Pass of at least 80%

The Labtech Academy is operated by Labtech International Ltd, the International Technical Education Company. Labtech designs, manufactures and supplies Technical and Vocational Education (TVET) Systems worldwide.

Labtech Training systems and courses are used in over 80 countries. Its content, benchmarked to curricula across the globe, is developed to the highest standards.

We wish to thank for your participation and support and feel certain that the knowledge and experience obtained from this online program will be useful and beneficial to both you and your institution.

Bradley Ker

Mr. Bradley Ker Digital Programs Executive

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This program has been provided by the Labtech Academy as part of its COVID 19 Support Initiative

You will also see a menu on the left of the screen that allows you to access other information like your course grades for each topic. For instance if you look at your grades by clicking on the word "**Grades**" you will see a screen like the one below:

E Labtech Academ	y <mark>o</mark> c						🌲 🌻 Student User Guide
Covid Support : Automotive	COVID SUPPORT : AUT	OMOTIVE:	VIEW	1: US	ER REF	PORT	
Competencies	Dashboard Y My courses Y Covid Support :	Automotive > Grades	Grade	administrati	on 🔰 Userre	port	
III Grades	Notice for admins: The Recycle bin keeps deleted Activ	ities or Resources for 7 days.					×
🗅 General							
Hybrid Vehicle Fundamentals	USER REPORT - STUDI	ENT USER G	SUIDE				
Hybrid Transaxle	Overview report User report						
Charging System - Alternator				7.55			
D ABS Anti-Lock Brake System	Grade item	Calculated weight	Grade	Range	Percentage	Feedback	Contribution to course total
Hydraulic Power Steering System	Covid Support : Automotive						
Engine Cooling System	Hybrid Vehicle Fundamentals Pre-Test			0-10			*
Distributor Ignition System	Hybrid Vehicle Fundamentals			0-10			
2 Engine Eurodementale	Hybrid Transaxle Pre-Test			0-10	*		.*
- Engine Fundamentals	😰 Hybrid Transade Post-Test			0-10			
2-Stroke Petrol Engine Cycle	😭 Charging System - Alternator Pre-Test			0-10			
4-Stroke Petrol Engine Cycle	Charging System - Alternator			0-10			
/ 2-Stroke Diesel Engine Cycle	ABS Anti-Lock Brake System Pre-Test			0-10			

This screen shows you a detailed report on your progress in the topic. This menu screen can be hidden by clicking on the **BLUE** lcon in the top left hand corner to make the course screen bigger so that you can see the course information easier if needed (like in the screen below):

COVID SUPPORT : AUTOMOTIVE           Vocuses         Codd Support         Automotive         Charging System - Alternator           GENERAL         Lab TECH AccADEMY IS SUPPORTED ON ANY MODERN WEB BROWSER. FOR BEST PERFORMANCE WITH LANGUAGE TRANSMARTPHONES WE RECOMMEND THE MICROSOFT EDGE WEB BROWSER ON DESKTOPS AND LAPTOPS, AND FOR TABLE SMARTPHONES WE RECOMMEND GOOGLE CHROME.	ICOURSE Blocks
GENERAL LABTECH ACADEMY IS SUPPORTED ON ANY MODERN WEB BROWSER. FOR BEST PERFORMANCE WITH LANGUAGE TRA FUNCTIONALITY WE RECOMMEND THE MICROSOFT EDGE WEB BROWSER ON DESKTOPS AND LAPTOPS, AND FOR TABLE SMARTPHONES WE RECOMMEND GOOGLE CHROME.  Hybrid Transate CHARGING SYSTEM - ALTERNATOR INSTRUCTIONS FOR USE:	ISLATION ITS AND
LABTECH ACADEMY IS SUPPORTED ON ANY MODERN WEB BROWSER. FOR BEST PERFORMANCE WITH LANGUAGE TRA FUNCTIONALITY WE RECOMMEND THE MICROSOFT EDGE WEB BROWSER ON DESKTOPS AND LAPTOPS, AND FOR TABL SMARTPHONES WE RECOMMEND GOOGLE CHROME. Hybrid Transade CHARGING SYSTEM - ALTERNATOR	ISLATION ITS AND
CHARGING SYSTEM - ALTERNATOR	BS Anti-Lock Brake System ►
INSTRUCTIONS FOR USE:	
Step 1: 📄 Read the Learning Objectives	
Step 2: 😑 Take the Pre-Test (1 Attempt)	
Step 3: C Study the Materials and the 3D Interactive Exercises Step 4: C Take the Post-Test when you have Completed Step 3 (3 Attempts)	_
Step 5: 🎆 Download your Certificate (Achieved 80% or Higher in your Post-Test)	

Keep this information handy as you progress through the course as you can use it as a reference if you forget how to do something. Have fun with the learning process, we hope that you will truly enjoy your learning experience with us!

For Further Instructions refer to the "How to use the Virtual TVET Digital Content User Guide"