CPCF LMS Instructions

Logging in:

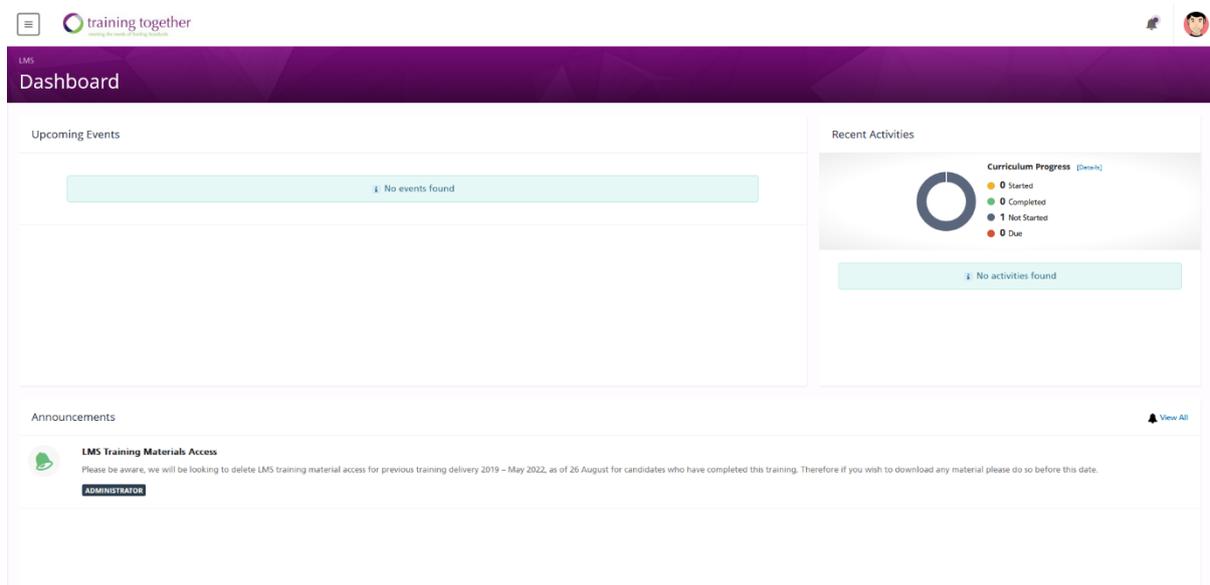To login to the LMS go to tsi-collaborative-training.co.uk and login using the credentials you have received via email.

After logging in, it is recommended you change your password to something secure and memorable. Instructions on how to do this can be found later in this document.
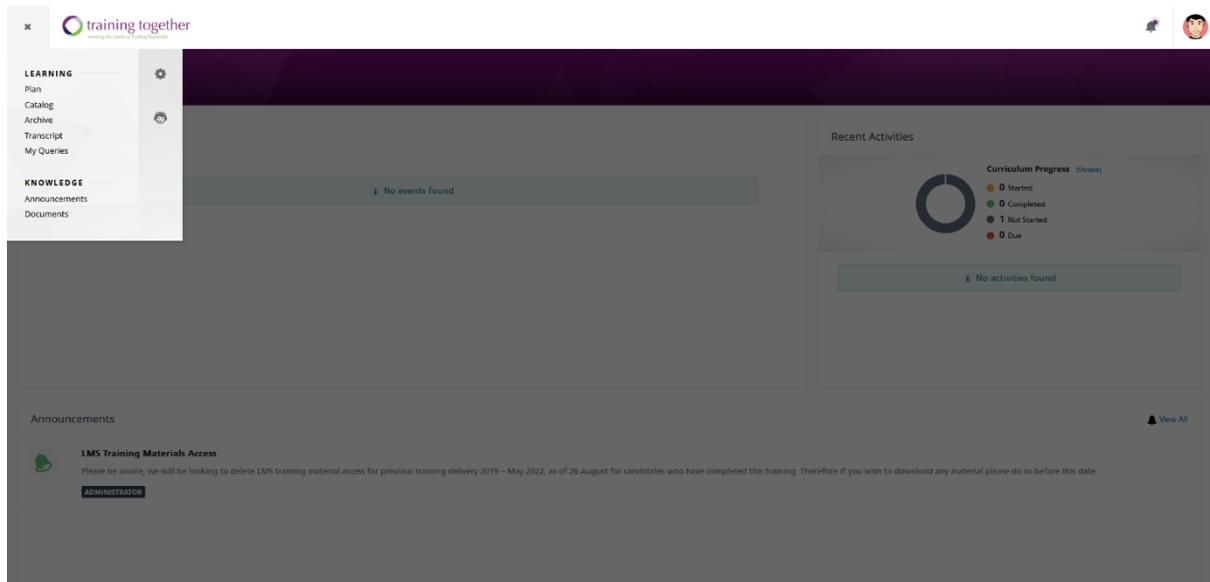
Finding your learning content:
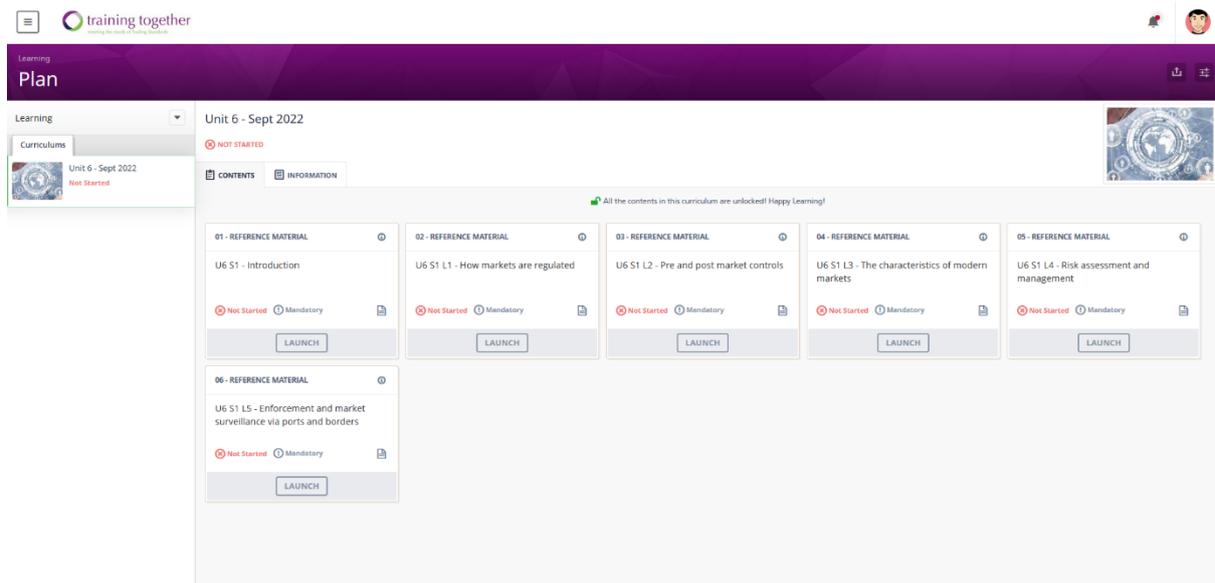
When you login you will see the following page:

In the top right corner, click the three lines and from the dropdown menu, select 'Plan':

You will then see the below page, with your 'curriculums' (Units) on the left and each individual piece of content in boxes on the right when you select a curriculum:

To download a lesson ('reference material') click 'Launch'. You will then be promoted to save the PDF to your computer. When you have downloaded a document, it will be marked as 'complete'. You can download these in any order you wish:
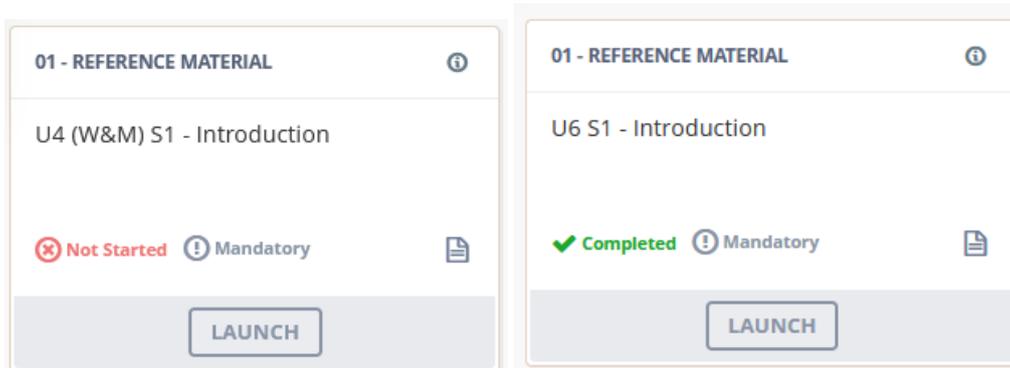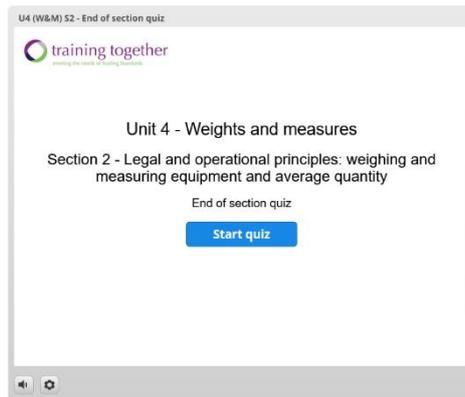

Some of the boxes are labelled as a 'course'. These are quizzes that will help you test your knowledge from the lessons; they cannot be downloaded. Before you start the box will look like this:
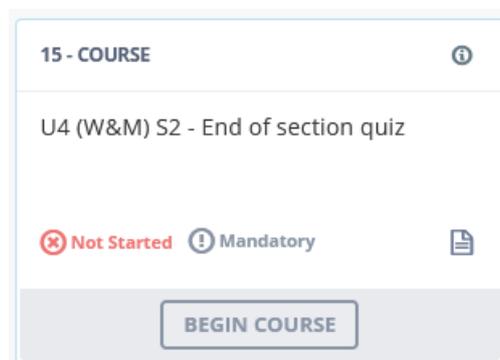
These will launch a new window where you can work through the quiz; they cannot be downloaded:

You will then need to click the box at the top of the window to launch the quiz:

If you quit the quiz mid-way through the box will appear as below:

If you complete the quiz the box will appear as below:

Changing your password:

To change your password, click the three lines menu in top right corner (see first image) and click the cog icon on the right of the small drop-down menu. You will be immediately greeted with the change password page: