



## **E-Learning Portal Online**

### **User Manual**

[For Dealer Admin]

## Contents

1. Introduction.....	3
2. Computer/Browser Specification.....	4
3. Using the Application: .....	5
4. Logging On: .....	6
5. Forgot Password .....	7
6. Dashboard/Profile: .....	8
7. Course Page .....	10
8. Course Intro .....	12
9. Chapter/Study Material:.....	14
10. Staff Information: .....	15
11. Staff Assessment: .....	17

## 1. Introduction

Welcome to **YAMAHA E-LEARNING PORTAL**! We are excited to introduce the long-term solution for course management and online learning. This guide is designed for all Dealers and it describes how to use the E-Learning Portal online to view, track dealer staffs progress and training. Also the dealer can read courses, view staff assessments but are not allowed to attempt exams or view exam questions.

In order to access the system, you need to visit the E-Learning Web Link. Go to "<https://pymidol.com/elearning>" from web browsers including – Chrome, Firefox, Safari and Edge(v11 or above). The login screen will appear where the user has to enter his/her credentials to log on to their specific profiles.

E-Learning for dealer staff role is divided in following functionality:

- 1.1 Registration – nil
- 1.2 Preview/Read Courses – Reading a course, comprises of accessing the course-material the user is educated from. User can only read courses; of whom he/she has been granted permissions for.
- 1.5 Staff Assessment History – All-in-one result place, user will find his/her staff's result history for Online (held on E-LEARNING portal) as well results of On-Job trainings (classroom trainings).

## 2. Computer/Browser Specification

Access to the E-Learning System is obtained via Firefox. E-Learning can be used on any computer (Windows '95 PC, MacOS, UNIX workstation, etc.) provided your Web browser is capable of handling:

1. Cookies
2. JavaScript

Browser Supported: Chrome, Firefox, Safari and Microsoft Internet Explorer(Edge) Version 11 or above.

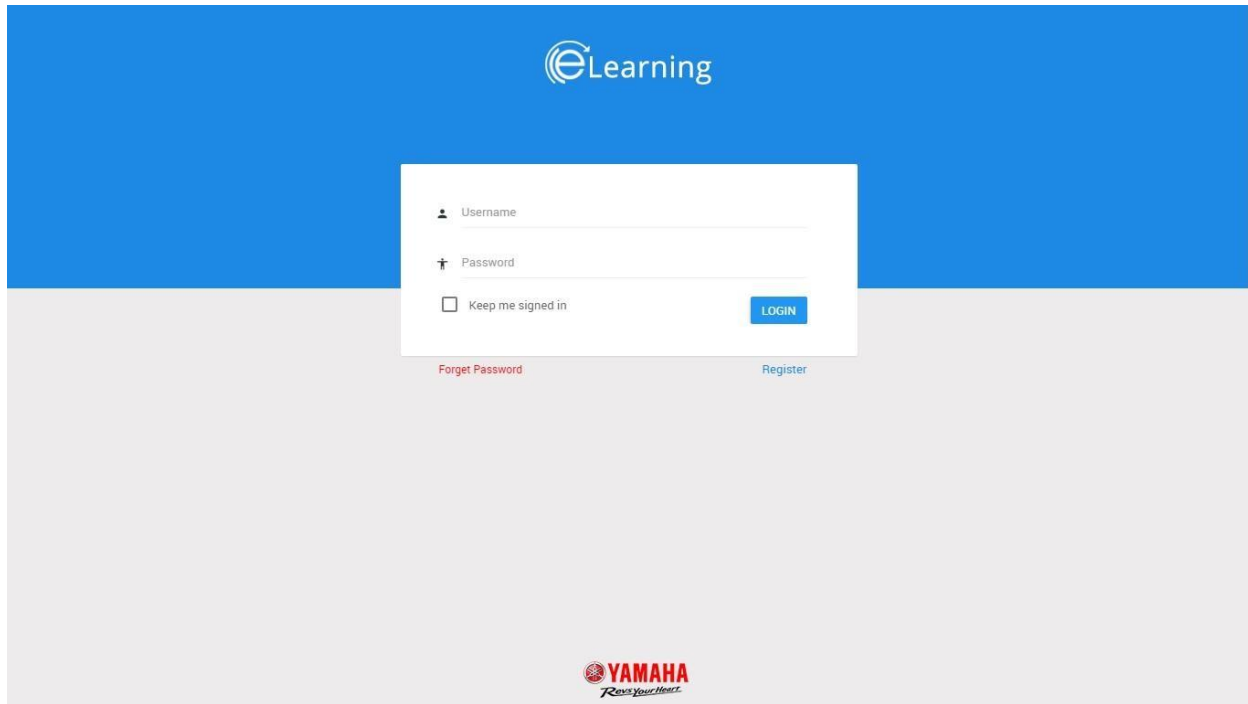
### 3. Using the Application:

This guide is designed for you and it describes how to use the E-Learning software to access the course material.

To access E-Learning system go to "<https://pymidol.com/elearning>" from web browsers including – Chrome, Firefox, Safari and IE (Edge v.11 or better). The login screen will appear where the user should enter his/her credentials to log on to their specific profiles, use your dealer code as username

## 4. Logging On:

When You Selected the URL (Link) given by the E-Learning Team –Login Page will be display by double click on the Link or you can write in the browser’s address bar



E-Learning is integrated with MMS – PYMIDOL system, so the username for the portal would be the dealer code and default password is 1234.

Button/Link	Action
Login	This will authorize the user and takes him/her to the landing page (i.e. Dashboard).
Register	Not to be used by Dealers
Forgot Password	In case the user forgets his/her password, this link would send an OTP to the registered mobile number.

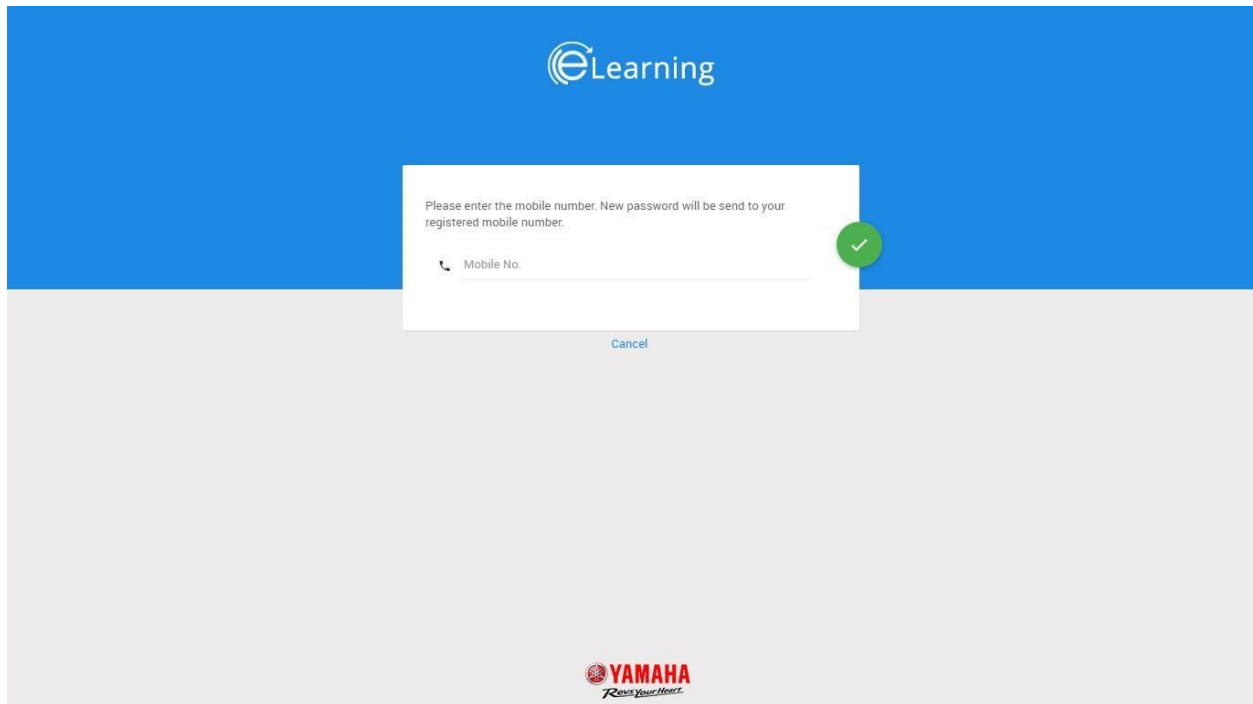
To successfully log-on to the application, you must enter the following details:

- **User Name:** You have to enter the unique dealer code as registered in the MMS system without decimals.
- **Password:** You have to enter the password in the Password field generated at the time of registration on E-Learning portal.

After a successful login, you can view the portal, starting with dashboard showing list of staff members with their overall online training status.

## 5. Forgot Password

Click on Forgot Password link on the login screen to land up here, in case when the user forgets his/her password.



Requirement:

**Mobile Number:** Enter the registered mobile number, on which the new password will be received.

Button/Link	Action
Proceed	This will send the password on the mobile number if the number is correct
Sign-In	This will take the user back to the Login screen

If the mobile number is authorized success, then the password is sent to that number. Else, an error message would appear saying – “User not available”.

After OTP is received on mobile number, verify that and then use the same OTP as the password.

## 6. Dashboard/Profile:

On successful login, you'll be directed to this page, it displays your information along with the dealer information (under whom the staff member is working), profile photo, experience, the current active course, total course completion and the list of courses that the member should undertake.

SR.NO.	STAFF NAME	DEPARTMENT	DESIGNATION	LEVEL	COURSE COMPLETION	DETAILS
1	SOURABH JAIN	Sales	Sales Consultant	Basic	FZ25	→
2	BALJINDER SINGH	Sales	Sales Consultant	Basic	FZ25	→

### Page Information:

- Language option is available at the top header to the right; the site will be translated to the options available in the list.
- The toggle button on the top bar toggles and keeps the left-side navigation bar, also the user can use the left navigation bar using the button on the left-most of top head bar. This left side bar shows the links to other pages of the portal like Courses and Assessment History.
- The upper right-most menu button gives option:
  - toggle the full screen mode and
  - to logout from the system

Circle No 1 – in above image depicts the department tiles and the digit displays the count of staff members under that department, the above screenshot as 2 staff members. Clicking on it would display the staff members of that department in the table shown in screenshot.

Circle No 2 – table shows the list of all registered staff members under sales department by default, on clicking tiles of different departments will refresh table with staff members of that department and their online trainings status

Circle No 3 – left navigation bar, displays dealer's information like name, address, profile image, etc. Below it is the index to modules – Course and Staff Information



Following information of staff are displayed in the table:

- Staff Name – name of the staff member
- Department – to which staff belongs to
- Designation – designation in department
- Level – level of the member
- Course Completion – this displays the number of the courses the staff has attempted.
  - Green Box – displays passed course
  - Red Box – displays failed course
  - Blue Box – displays new course or unread course
- Details – click on the action button to deep dive in particular staff's detailed assessments.

## 7. Course Page

This page is displayed when the user clicks on the “Courses” link using the left side navigation bar, as shown below.

The screenshot shows the LMS interface with the following elements:

- Header: Learning, ENGLISH
- User Profile: M/S BABLOO MOTORS
- Navigation: Home, Courses (highlighted), Staff Information
- Filters: Department (ALL), Designation (ALL), Level (ALL)
- Search: Search bar
- Table of Courses:

COURSE TITLE	DEPARTMENT	DESIGNATION	LEVEL	PUBLISHED ON	ACTION
Sales Training Course	Sales	CRM	Basic	12-02-2017	→
Sales Training Course	Sales	Dealer Network Manager	Basic	12-02-2017	→
Sales Training Course	Sales	Branch Manager	Basic	12-02-2017	→
Sales Training Course	Sales	Sales Consultant	Basic	12-02-2017	→
Sales Training Course	Sales	Area Sales Manager	Basic	12-02-2017	→
Sales Training Course	Sales	IT Executive (Pymidol)	Basic	12-02-2017	→
Sales Training Course	Sales	RTO/Insurance	Basic	12-02-2017	→
Sales Training Course	Sales	Receptionist/Tele Caller	Basic	12-02-2017	→
Sales Training Course	Sales	Accountant	Basic	12-02-2017	→

The course page, displays dropdowns to filter the course on basis of Department, Designation and Level; by default it displays all courses.

The screenshot highlights the following elements with callouts:

- 1: Department dropdown menu
- 2: Designation dropdown menu
- 3: Level dropdown menu
- 4: Show 10 entries text

SR NO.	COURSE TITLE	DEPARTMENT	DESIGNATION	LEVEL	PUBLISHED ON	ACTION
1	FZ25 Sales Training Course	Sales	CRM	Basic	12-02-2017	→
2	FZ25 Sales Training Course	Sales	Dealer Network Manager	Basic	12-02-2017	→
3	FZ25 Sales Training Course	Sales	Branch Manager	Basic	12-02-2017	→
4	FZ25 Sales Training Course	Sales	Sales Consultant	Basic	12-02-2017	→
5	FZ25 Sales Training Course	Sales	Area Sales Manager	Basic	12-02-2017	→
6	FZ25 Sales Training Course	Sales	IT Executive (Pymidol)	Basic	12-02-2017	→
7	FZ25 Sales Training Course	Sales	RTO/Insurance	Basic	12-02-2017	→
8	FZ25 Sales Training Course	Sales	Receptionist/Tele Caller	Basic	12-02-2017	→
9	FZ25 Sales Training Course	Sales	Accountant	Basic	12-02-2017	→

Circle No 1,2,3 – are dropdowns used to filter the courses in the table below  
Circle No 4 – table displaying courses.

Page Information:

This page displays dropdowns on the top namely Department, Designation and Level; which can be used to select any specific set of course(s). Below it is the table displaying the information about the courses displaying the title of the course, department, designation and level they belong to, publish date and an action button.

Click on this action button in the table associated to a course to preview it.

## 8. Course Intro

This page is displayed when the user clicks on the action button of the corresponding row of a course from the Courses Screen.

SR NO.	COURSE TITLE	DEPARTMENT	DESIGNATION	LEVEL	PUBLISHED ON	ACTION
1	FZ25 Sales Training Course	Sales	CRM	Basic	12-02-2017	
2	FZ25 Sales Training Course	Sales	Dealer Network Manager	Basic	12-02-2017	
3	FZ25 Sales Training Course	Sales	Branch Manager	Basic	12-02-2017	
4	FZ25 Sales Training Course	Sales	Sales Consultant	Basic	12-02-2017	
5	FZ25 Sales Training Course	Sales	Area Sales Manager	Basic	12-02-2017	
6	FZ25 Sales Training Course	Sales	IT Executive (Pyramidol)	Basic	12-02-2017	
7	FZ25 Sales Training Course	Sales	RTO/Insurance	Basic	12-02-2017	
8	FZ25 Sales Training Course	Sales	Receptionist/Tele Caller	Basic	12-02-2017	
9	FZ25 Sales Training Course	Sales	Accountant	Basic	12-02-2017	

Course Intro page (as shown below) displays all the information about the course like a brief description about the course, the chapters included, its duration, course image and a Read Link.

Home / Courses / FZ25 Sales Training Course

### FZ25 SALES TRAINING COURSE

This training is designed with the purpose to educate the dealership sales manpower with product knowledge about FZ25 and skills required to follow the unique sales process of FZ25. This unique sales process demonstration should create a satisfying experience for the premium segment customers who walk in to our dealerships and thus become FZ25 propagandists. This will be the basic level training to all dealership sales consultants. Post successful completion of this course, select dealership sales consultants will be called to the manufacturing facilities at Chennai and Surajpur for a 1 day specialist training with Torque rides and live demonstration and evaluation of the sales process of FZ25.

**FZ25 Sales Training Course**  
Published on 12-02-2017

Details	
Level	Basic
Designation	CRM
Course Duration	120

Chapter	
FZ History in India	<a href="#">Read</a>

## Page Description:

- **Course Title:** The title of the course the user opened is displayed
- **Course Briefing:** Just below the course, the user can read the little briefing for what the course is going to be about.
- **Course Details:** Like level, designation and course details are displayed
- **Chapter Details:** This shows the listing of the chapters inside the course and the chapter status corresponding to the chapter name (Complete or Incomplete).
- **Chapter Functionality:**

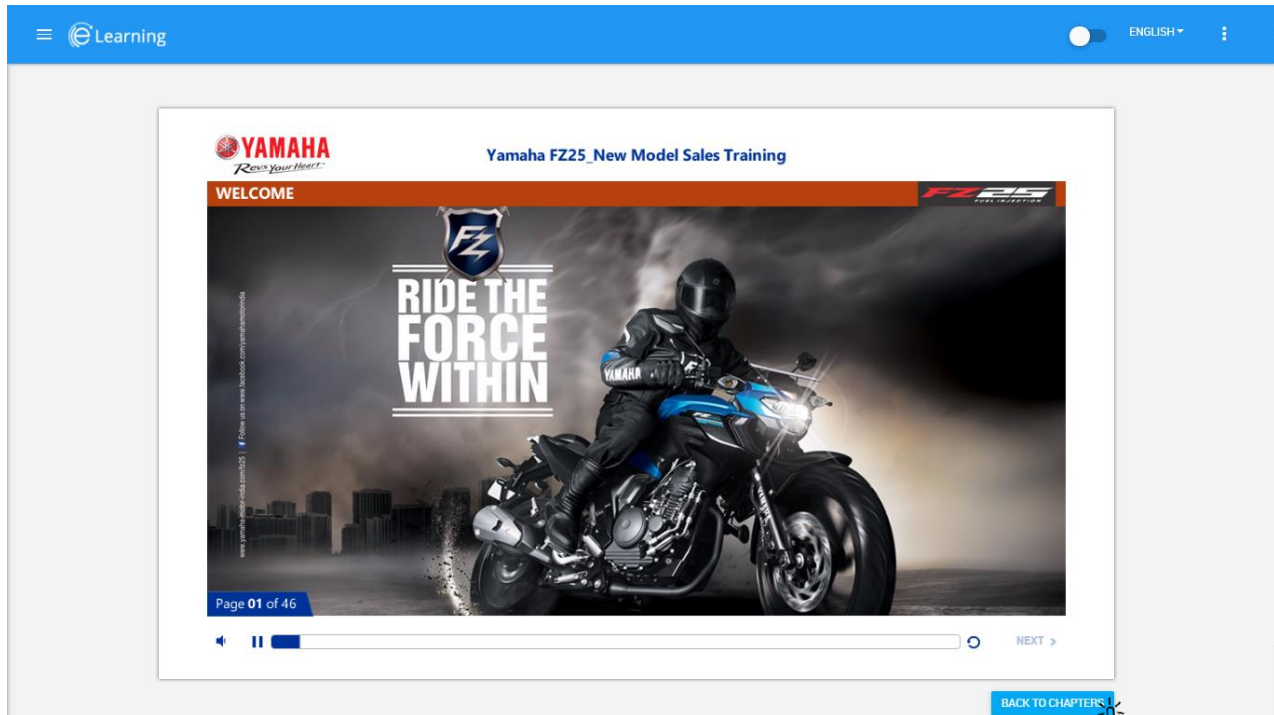
All the chapters are listed serial-wise

When user clicks on “Read” link, there shows a pop-up giving the many language options the chapter is available in. Choose the language and click “OK” to start the chapter material on the next screen (Topic 9. Chapter/Study Material); once the user is done reading that chapter (i.e. the chapter material is over), then press the back icon to go back to the Course Intro Screen.

The screenshot shows the 'eLearning' interface for the 'FZ25 Sales Training Course'. The page includes a breadcrumb trail: Home / Courses / FZ25 Sales Training Course. The course title is 'FZ25 SALES TRAINING COURSE', published on 12-02-2017. A brief description states: 'This training is designed with the purpose to educate the dealership sales manpower with product knowledge about FZ25 and skills required to follow the unique sales process of FZ25. This unique sales process demonstration should create a satisfying experience for the premium segment customers who walk in to our dealerships and thus become FZ25 propagandists. This will be the basic level training to all dealership sales consultants. Post successful completion of this course, select dealership sales consultants will be called to the manufacturing facilities at Chennai and Surajpur for a 1 day specialist training with Torque rides and live demonstration and evaluation of the sales process of FZ25.' A 'Details' table is visible, showing 'Basic' for level, 'CRM' for designation, and '120' for course duration. A 'Chapter' section lists 'History in India' with a 'Read' button. A 'Choose Language' pop-up is centered, featuring an information icon, the text 'Choose Language', and a prompt 'Choose the language you want to read the course in...'. A dropdown menu shows 'English' selected, and an 'OK' button is at the bottom. A hand cursor is pointing at the dropdown arrow.

## 9. Chapter/Study Material:

When clicked on “Read” link on the Course Intro page, would open the study material screen. The user can preview the course material on this page.



Page Description:

- This page displays the study material in a window
- Use the navigation keys to navigate through the study material
- User can control (ex. pause, mute, replay, etc.) the media items like audio and video using the options available inside the window itself (depends if there is any audio/video content to control)

Functionality:

- After the chapter is over (user previews the chapter material whole or partial), use the back button to go to the course intro screen and select another chapter to read.

## 10. Staff Information:

This page is opened when user clicks on the Staff Information link from the left navigation bar.

The screenshot shows the E-Learning portal interface. The top navigation bar includes a back arrow, the 'E-Learning' logo, a language dropdown set to 'ENGLISH', and a user profile icon. Below the navigation bar, there are four colored boxes representing different categories: 'Members' (yellow), 'Service' (orange, 0 Members), 'Spares' (teal, 0 Members), and 'CS' (green, 0 Members). The main content area displays a table of staff members. The table has columns for Staff Name, Department, Designation, Level, Course Completion, and Details. Two staff members are listed: SOURABH JAIN and BALJINDER SINGH, both in the Sales department as Sales Consultants at the Basic level. The Course Completion column shows 'FZ25' for both. A hand cursor is pointing to the 'Staff Information' link in the left navigation bar.

STAFF NAME	DEPARTMENT	DESIGNATION	LEVEL	COURSE COMPLETION	DETAILS
SOURABH JAIN	Sales	Sales Consultant	Basic	FZ25	→
BALJINDER SINGH	Sales	Sales Consultant	Basic	FZ25	→

2 of 2 entries

YAMAHA  
<https://pymidol.com/elearning/dealer/department/>

The page displays list of all registered (in E-Learning Portal) staff members under the dealer.

The screenshot shows the E-Learning portal interface. The top navigation bar includes a menu icon, the 'E-Learning' logo, a language dropdown set to 'ENGLISH', and a user profile icon. Below the navigation bar, there is a breadcrumb trail: 'Home / Staff Information'. The main content area displays filters for DEPARTMENT, DESIGNATION, and LEVEL, all set to 'ALL'. Below the filters, there is a 'Show 10 entries' dropdown and a search bar. The table has columns for SR NO., PERSON CODE, PERSON NAME, DEPARTMENT, DESIGNATION, LEVEL, MODULE COMPLETION, and ACTION. Two staff members are listed: SOURABH JAIN (SR NO. 1, PERSON CODE SP-26028) and BALJINDER SINGH (SR NO. 2, PERSON CODE SP-24963), both in the Sales department as Sales Consultants at the Basic level. The MODULE COMPLETION column shows '100' for both. A hand cursor is pointing to the 'Staff Information' link in the navigation bar.

SR NO.	PERSON CODE	PERSON NAME	DEPARTMENT	DESIGNATION	LEVEL	MODULE COMPLETION	ACTION
1	SP-26028	SOURABH JAIN	Sales	Sales Consultant	Basic	100	→
2	SP-24963	BALJINDER SINGH	Sales	Sales Consultant	Basic	100	→

Showing 1 to 2 of 2 entries

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#### Page Description:

- This page mainly displays the list of staff members under the dealer and information about the staff like – person code, name, department, designation, level, module completion and an action button.
- On the top, there exists 3 dropdowns namely – Department, Designation, Level to filter the list of staff members in the table.

#### Functionality:

- Clicking on the action button of any corresponding staff would open their assessments – both online and on-job trainings.



## 11. Staff Assessment:

When the action button is pressed of the corresponding staff information table or from the dashboard, as shown below

The screenshot shows the E-Learning dashboard with a blue header containing the logo and 'ENGLISH' dropdown. Below the header are four colored boxes representing department member counts: Sales (2 Members), Service (0 Members), Spares (0 Members), and CS (0 Members). The main content area features a table with columns: SR.NO., STAFF NAME, DEPARTMENT, DESIGNATION, LEVEL, COURSE COMPLETION, and DETAILS. Two entries are visible for the Sales department, both for staff member SOURABH JAIN. The first entry shows 'FZ25' completion with a progress bar and a hand icon pointing to a details button. The second entry shows 'FZ25' completion with a progress bar and a right arrow button. A footer note reads 'Copyright © 2017 Yamaha Motor Solutions Pvt. Ltd.'

This page appears, displays both types of training results in one place namely – Online (E-Learning) training and On-Job Training results.

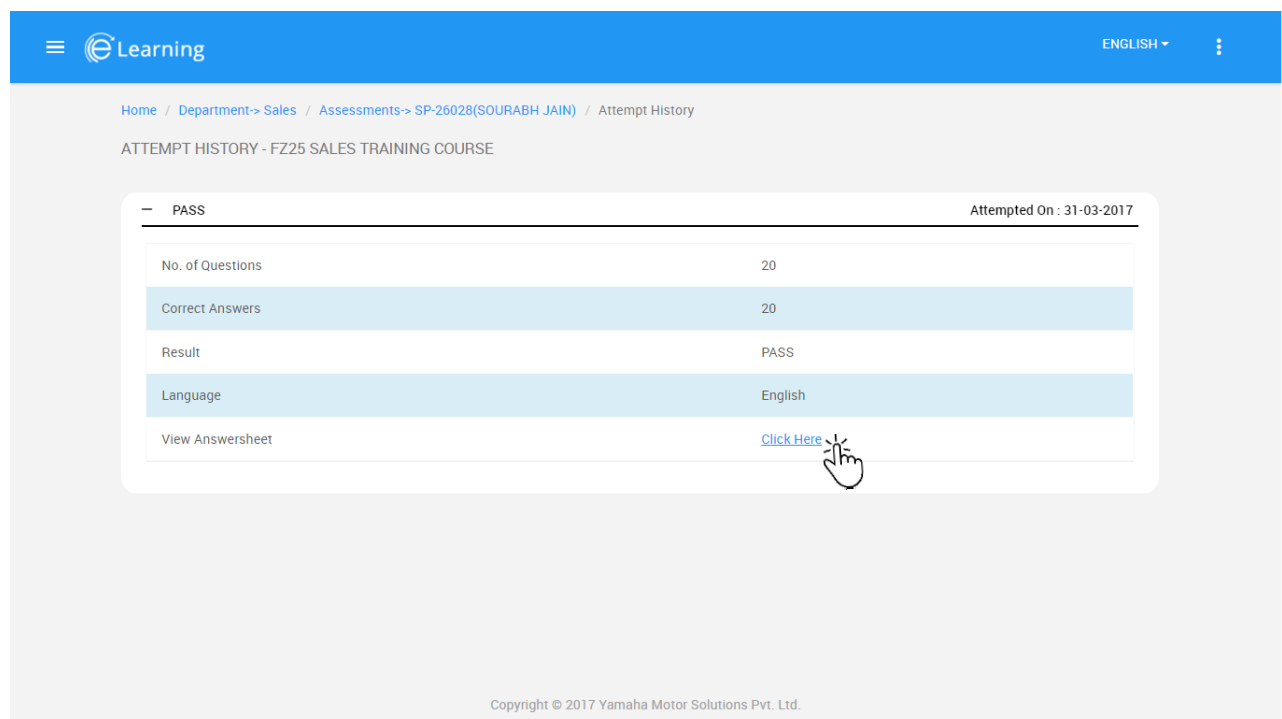
The screenshot shows the detailed view of online training results. The breadcrumb path is 'Home / Department-> Sales / Assessments-> SP-26028(SOURABH JAIN)'. There are two tabs: 'ONLINE TRAINING' (selected) and 'ON-JOB TRAINING'. The 'Online Training' section contains a table with columns: SR.NO., COURSE TITLE, DEPARTMENT, DESIGNATION, LEVEL, ATTEMPTS, RESULT, and ACTION. One entry is shown for 'FZ25 Sales Training Course' with a 'PASS' result and a hand icon pointing to an action button. A footer note reads 'Copyright © 2017 Yamaha Motor Solutions Pvt. Ltd.'

## Page Description:

- Contains two tables
  - Online Training Results (E-Learning Portal)
  - On-Job Training Results (Classroom Trainings)
- Online Training Table displays:
  - Course Title
  - Department
  - Designation
  - Level
  - No of attempts on the exam
  - Result
  - Action Field: Click on this field will open the Result Sheet of the exam (Topic 13. Result)
- On-Job/Classroom Training Table displays:
  - Training Name
  - Trainer Name
  - Department
  - Training Start Date
  - Training End Date
  - Result

## Functionality:

- Table is fully functional, user can search for a course on basis of title, trainer name, etc., any keyword present in the table.
- “ACTION” button on the Online Training Result table corresponding to every row, would open the result sheet of that result entry.



The screenshot displays the LMS interface. At the top, there is a blue header with the 'Learning' logo and 'ENGLISH' language selection. Below the header, a breadcrumb trail reads: 'Home / Department-> Sales / Assessments-> SP-26028(SOURABH JAIN) / Attempt History'. The main content area is titled 'ATTEMPT HISTORY - FZ25 SALES TRAINING COURSE'. A white box contains the attempt details: 'PASS' (Attempted On: 31-03-2017). A table shows: No. of Questions: 20, Correct Answers: 20, Result: PASS, Language: English. At the bottom of the table, there is a 'View Answersheet' link with a 'Click Here' label and a hand cursor icon pointing to it. The footer contains the text: 'Copyright © 2017 Yamaha Motor Solutions Pvt. Ltd.'

Learning

Home / Department-> Sales / Assessments-> SP-26028(SOURABH JAIN) / Attempt History-> FZ25 Sales Training Course / Answer Sheet

ANSWER SHEET - FZ25 SALES TRAINING COURSE

Q1: What are the size specifications of FZ25 front and rear disk brakes?	
Your Answer	Front – 282mm – Rear – 220mm
Correct Answer	Front – 282mm – Rear – 220mm

Q2: FZ25 has how many free services	
Your Answer	3
Correct Answer	3

Q3: What is the cost of the Tank pad Accessory?	
Your Answer	INR.200
Correct Answer	INR.200

Q4: What is the kerb weight of FZ25?	
--------------------------------------	--

This page is opened when “VIEW ANSWER SHEET” link is clicked on the Result Screen.

#### Page Description:

- Displays all the answers marked by the user and their correct answers

#### Functionality:

- “BACK” button will take the user to the Result Screen