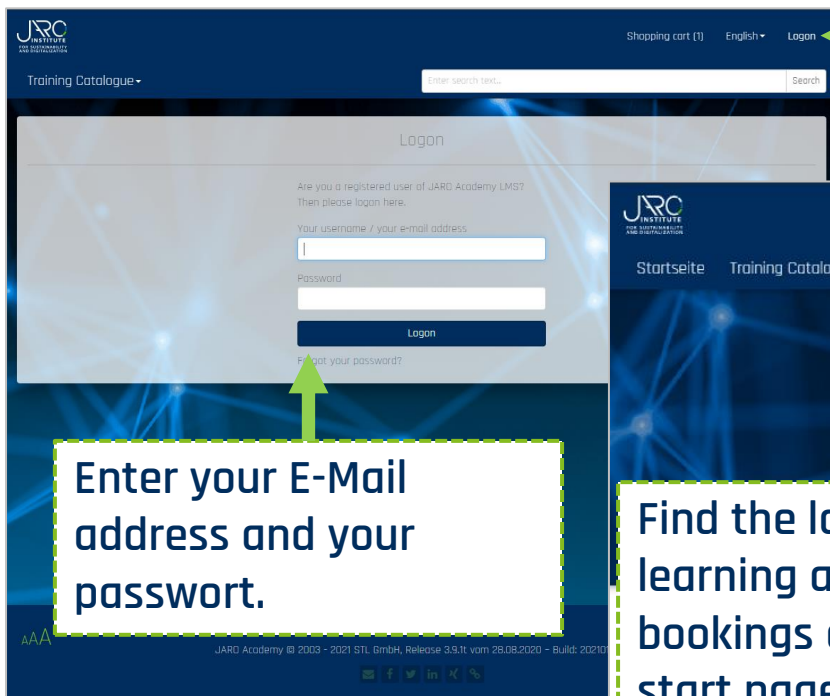


How To...

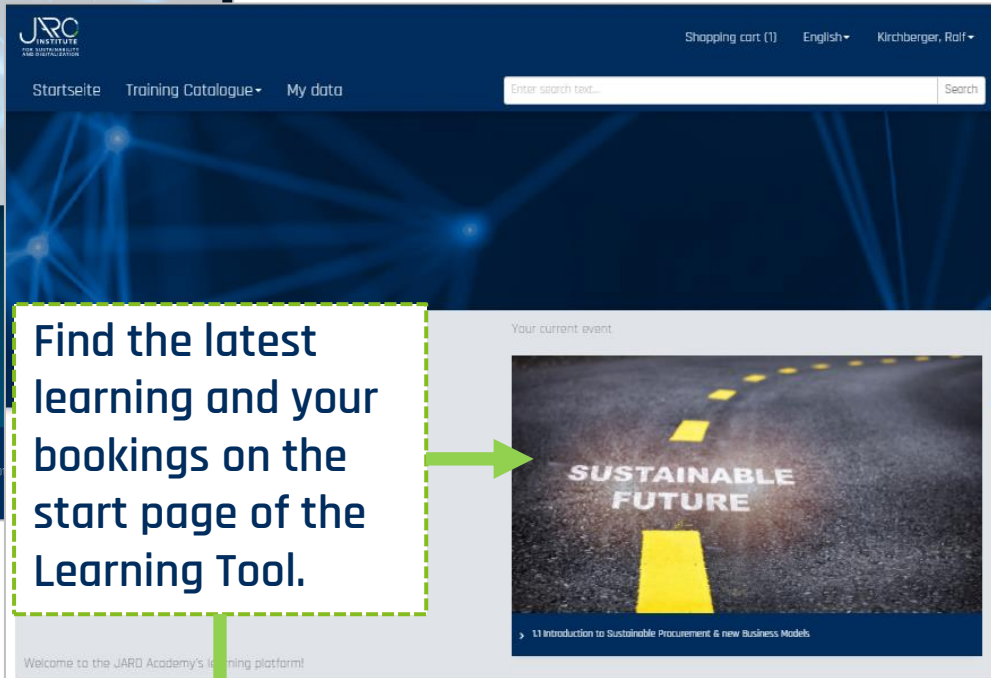
start your training?

Log in to the Learning Tool

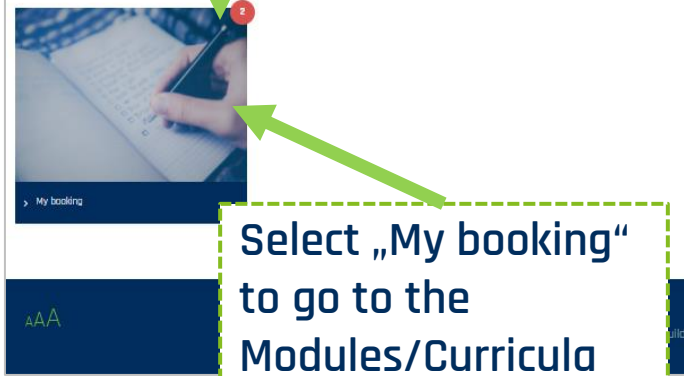


Select „Logon“ to log in.

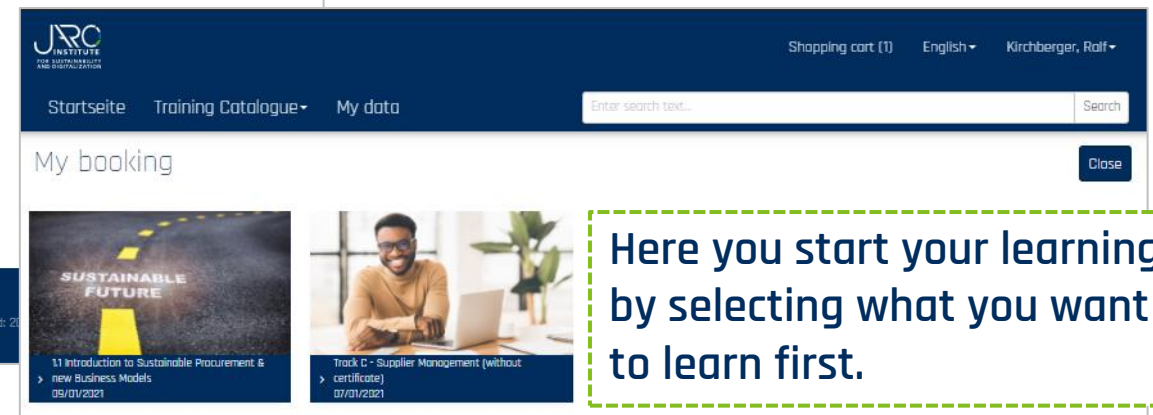
Enter your E-Mail address and your password.



Find the latest learning and your bookings on the start page of the Learning Tool.



Select „My booking“ to go to the Modules/Curricula booked.



Here you start your learning by selecting what you want to learn first.

Learning Plan of a Module

Startseite Training Catalogue My data

Enter search text... Search

Show (09/01/2021) Open training product Close

1.1 Introduction to Sustainable Procurement & new Business Models
Booking

Learning plan My booking

Video - 0 of 3 learning units - 0 of 3 available learning units selected

Vimeo Video
Module 1.1 - Part 1

Mandatory Open Play content

Vimeo Video
Module 1.1 - Part 2

Mandatory Locked

Vimeo Video
Module 1.1 - Part 3

Mandatory Locked

Final Test - 0 of 1 learning units - 0 of 1 available learning units selected

Documentation - 0 of 1 learning units - 0 of 1 available learning units selected

With the + you can expand a Learning Phase and with the - you can collapse it.

Select the tab „My booking“ to see the booking details and the status of your training.

After choosing a Module the complete Learning Plan opens up. A Learning Plan of a Module consist of 3 Learning Phases:

- I. The videos
- II. A test
- III. The module documentation

The plan shows you the sequence in which you will have to complete the training. Therefore only the first part of the training is open and the next part will only open up, when you have finished the first one.

Learning Plan of a Curriculum

Track C - Supplier Management (without certificate) Show (07/01/2021) Open training product Close
 Booking

Learning plan **My booking**

✓ Introduction - 3 Inspiring Keynotes

Learning plan (10 Minutes) Keynotes

Optional Open Show More

The Keynotes are an optional element of the Curriculum, therefore the Learning Phase is already green when you open the Curriculum.

🔒 Basics - 7 important Topics +

🔒 Specialization +

🔒 Selective Module - select 3 - 0 of 3 learning units - 0 of 0 optional learning units selected

🔒 Feedback

With the + you can expand a Learning Phase and with the - you can collapse it.

Select the tab „My booking“ to see the booking details and the status of your training.

After choosing a Curriculum the complete Learning Plan opens up. A Learning Plan of a Curriculum consist of different Learning Phases. The plan shows you the sequence in which you will have to complete the training. Therefore only the first part of the training is open and the next part will only open up, when you have finished the first one.



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