

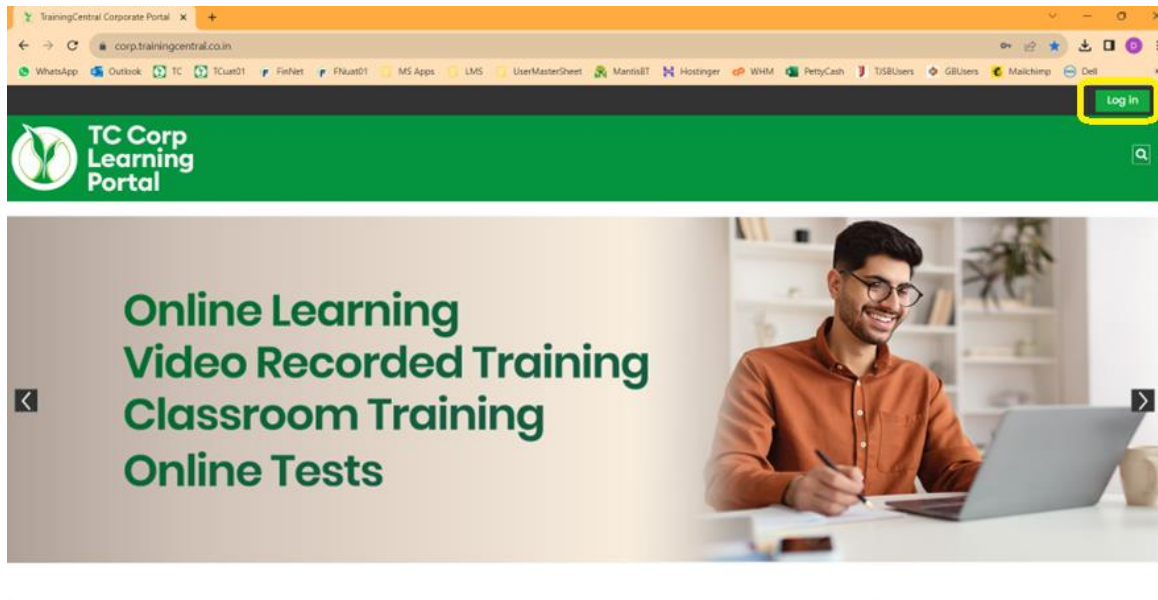


TrainingCentral

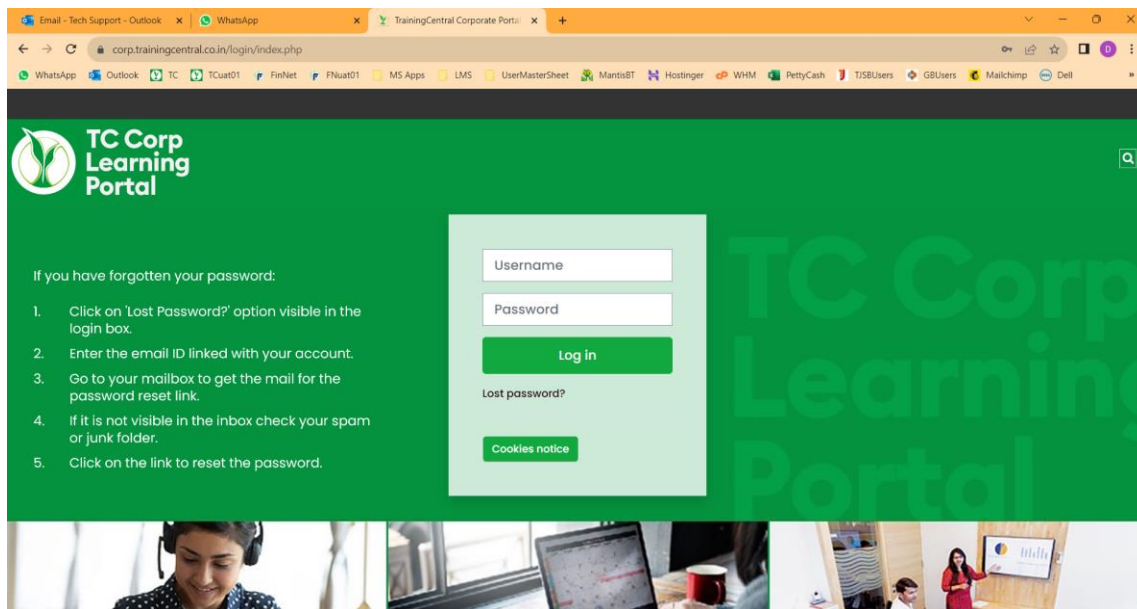
TrainingCentral Learning Management System (LMS) Help Manual For the Web Browser

LMS Portal Help Manual For the Web Browser

1. Open <https://corp.trainingcentral.co.in/> and click on login button.

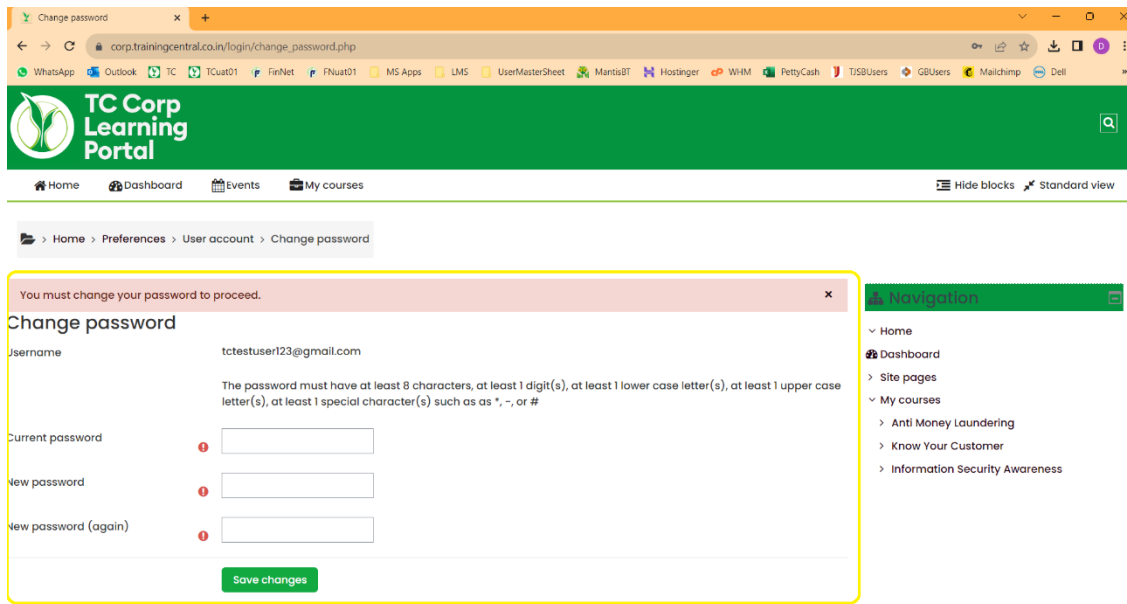


2. Login with your Username and password (as shared by your employer or HR/L&D Team).



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- After logging in for the first time, you will get a window to reset your password. (Please remember your new password.)



You must change your password to proceed.

Change password

Username: tctestuser123@gmail.com

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1 special character(s) such as *, -, or #

Current password:

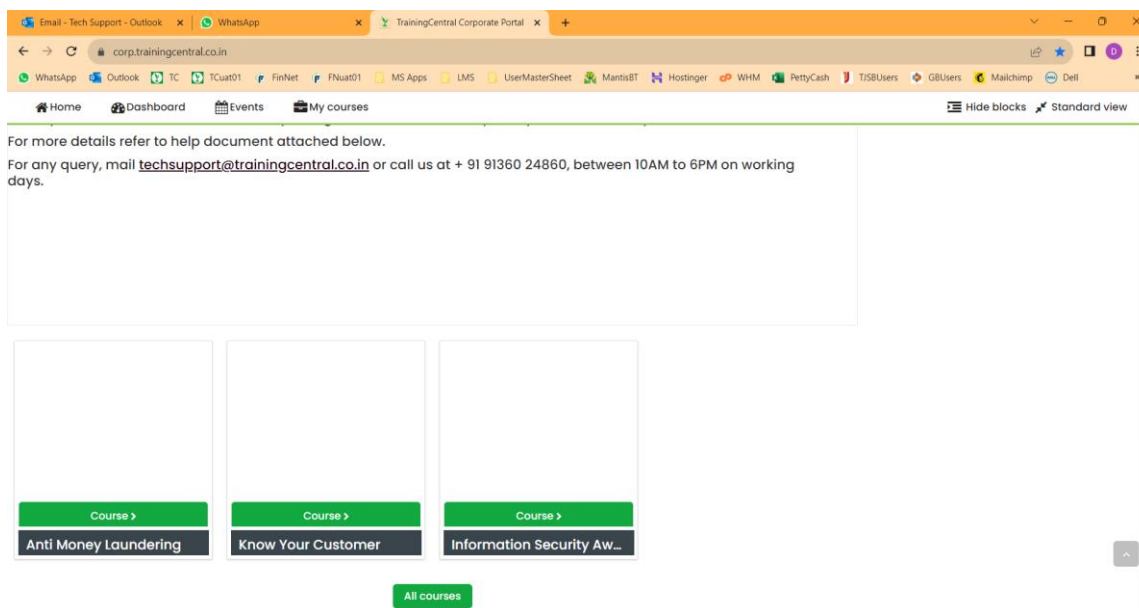
New password:

New password (again):

[Save changes](#)

- Home
- Dashboard
- Site pages
- My courses
 - Anti Money Laundering
 - Know Your Customer
 - Information Security Awareness

- Once you reset the password, you will be directed to the home screen where the list of courses assigned to you will be displayed. Click on a course name to proceed.



For more details refer to help document attached below.
For any query, mail techsupport@trainingcentral.co.in or call us at + 91 91360 24860, between 10AM to 6PM on working days.

[Course >](#)
Anti Money Laundering

[Course >](#)
Know Your Customer

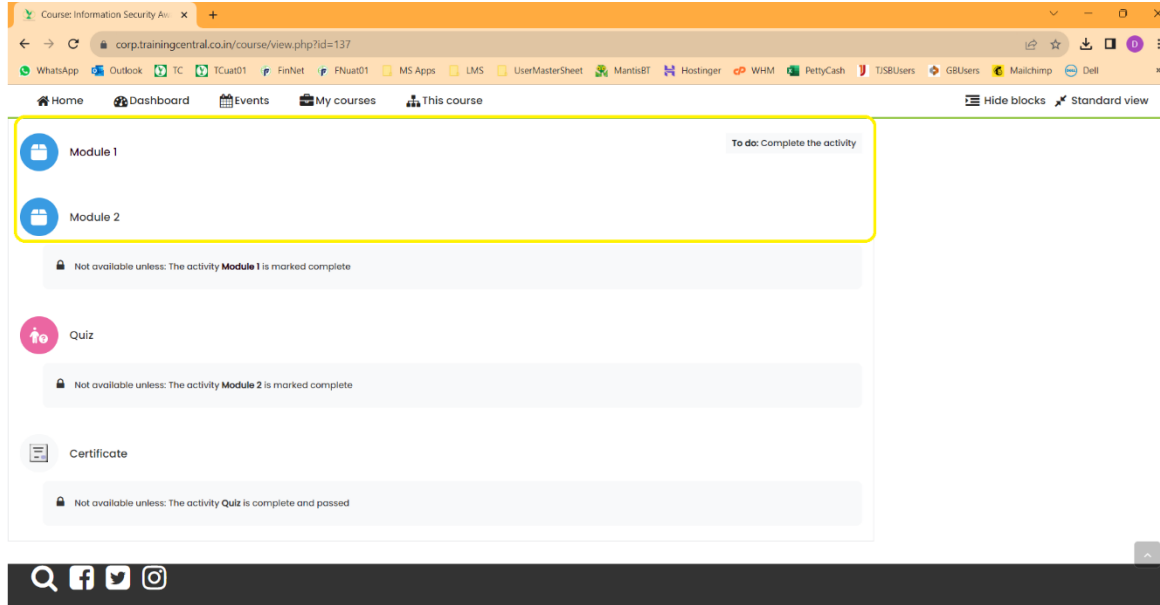
[Course >](#)
Information Security Aw...

[All courses](#)

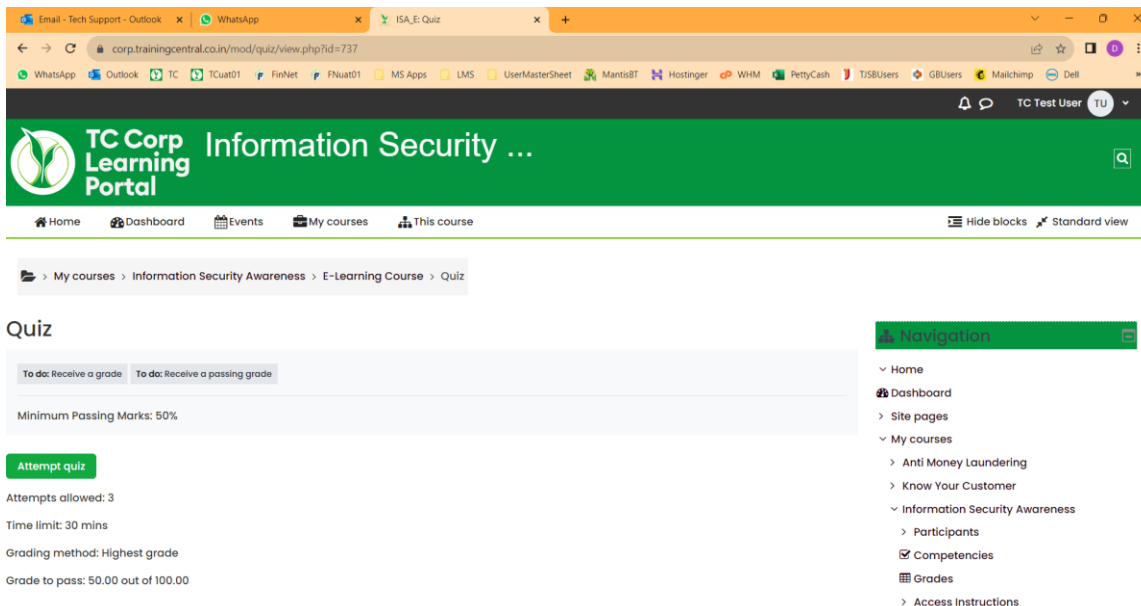
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5. Now, you will see the activities included in the course. Typically, any course contains a single or multiple eLearning modules/chapters followed by the Test.

Completion of an activity will open access to next activity. Once the final activity (usually a test) is completed with a passing grade, the certificate of completion will be issued.

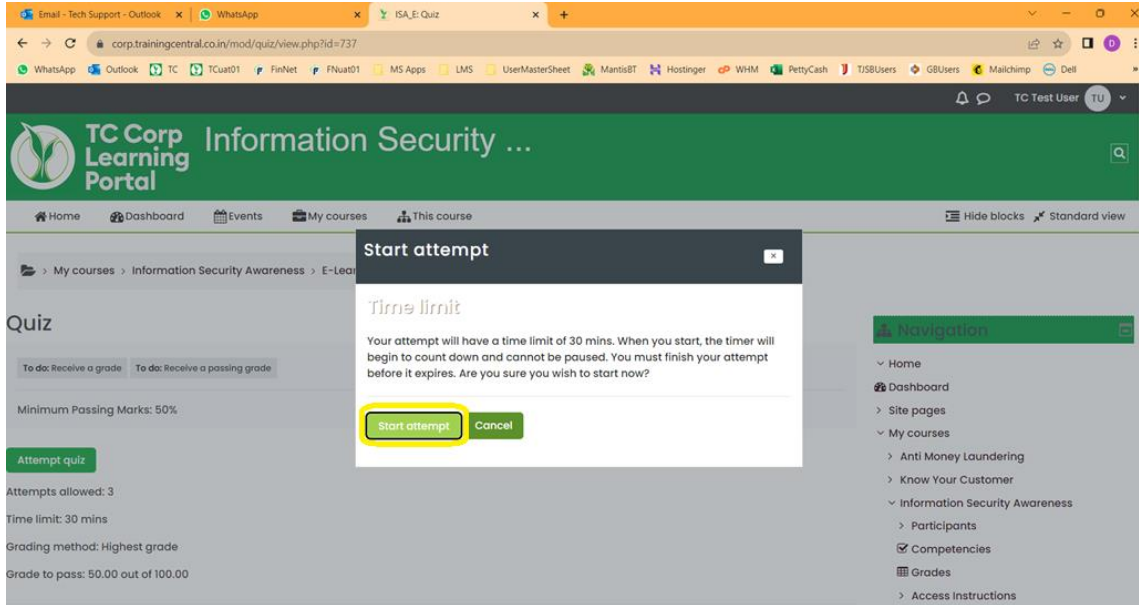


6. To attempt the Test, click on the button 'Attempt Quiz'.



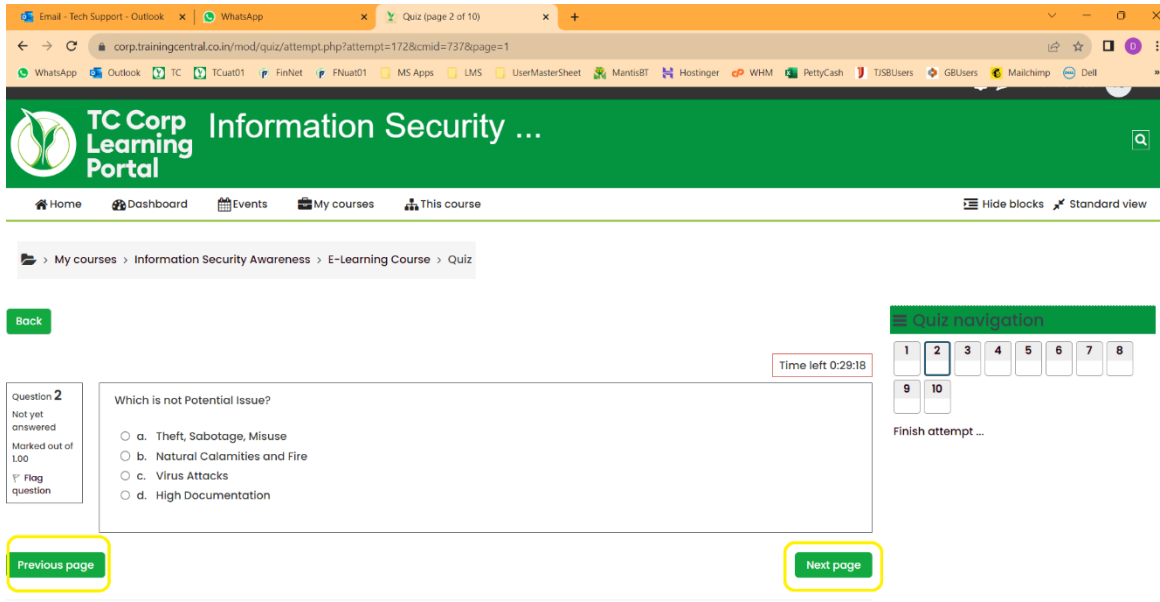
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7. Click on the **'Start Attempt'** button to start the Test.



The screenshot shows the LMS portal interface. A modal dialog box titled "Start attempt" is centered on the screen. The dialog contains the text: "Time limit: Your attempt will have a time limit of 30 mins. When you start, the timer will begin to count down and cannot be paused. You must finish your attempt before it expires. Are you sure you wish to start now?". Below the text are two buttons: "Start attempt" (highlighted with a yellow box) and "Cancel". The background shows the course page for "Information Security Awareness" with a "Quiz" section and a "Start attempt" button highlighted in green.

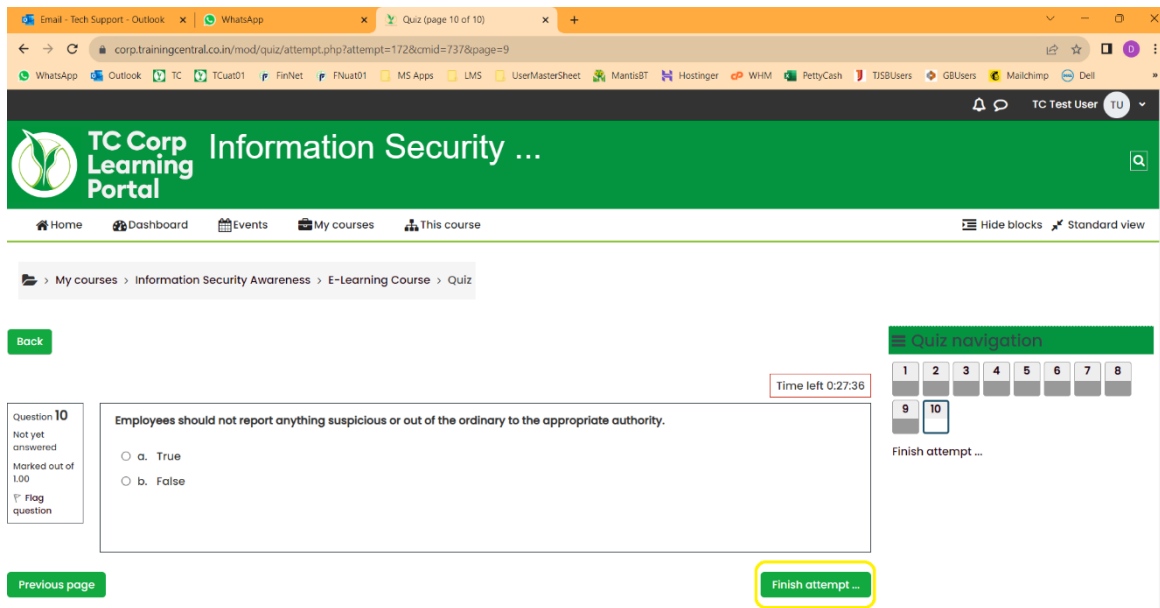
8. Here you will get the list of questions, select correct option / options and click on **'Next page'** to access the next question and **'Previous page'** to access the previous question.



The screenshot shows the LMS portal interface during a quiz attempt. The question is: "Which is not Potential Issue?". The options are: a. Theft, Sabotage, Misuse; b. Natural Calamities and Fire; c. Virus Attacks; d. High Documentation. The "Previous page" and "Next page" buttons are highlighted with yellow boxes. The "Quiz navigation" section shows a grid of question numbers (1-10) with question 2 selected. A "Time left 0:29:18" timer is visible. The "Finish attempt ..." button is also present.

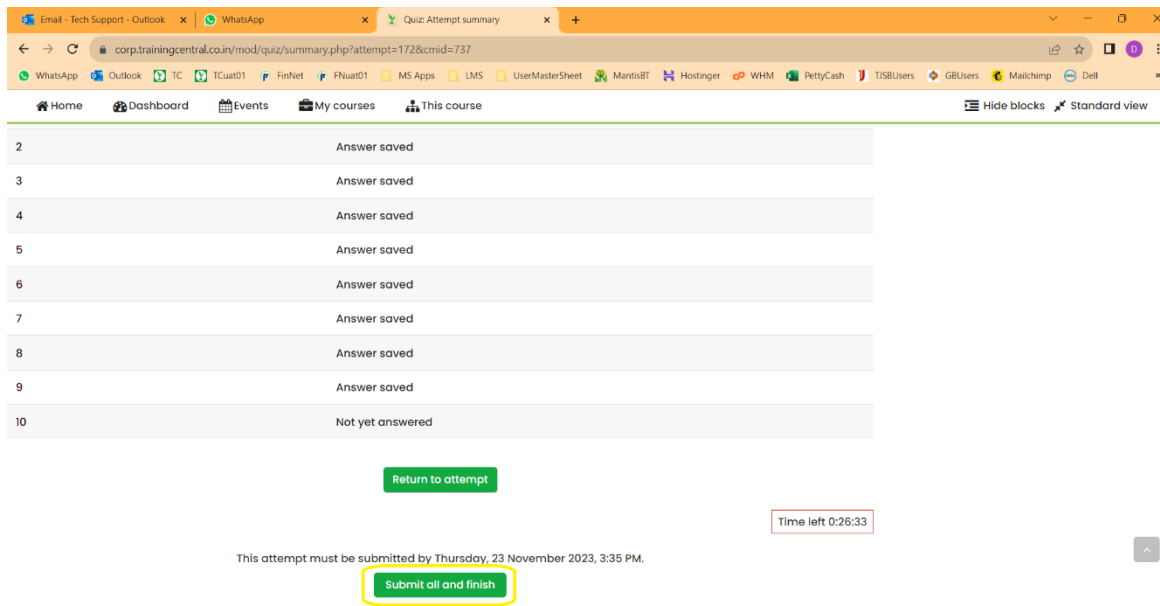
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9. Once you answer a question, the question number on the panel will be highlighted. As you complete the test, all the question numbers will be highlighted. Click on **'Finish attempt'** button.



The screenshot shows a web browser window displaying a quiz attempt page. The URL is corp.trainingcentral.co.in/mod/quiz/attempt.php?attempt=172&cmid=737&page=9. The page header includes the TC Corp Learning Portal logo and navigation links. The main content area shows a question titled "Question 10" with the text: "Employees should not report anything suspicious or out of the ordinary to the appropriate authority." The question has two options: "a. True" and "b. False". A "Time left 0:27:36" indicator is visible. On the right, a "Quiz navigation" panel shows question numbers 1 through 10, with 10 highlighted. A "Finish attempt ..." button is highlighted with a yellow box.

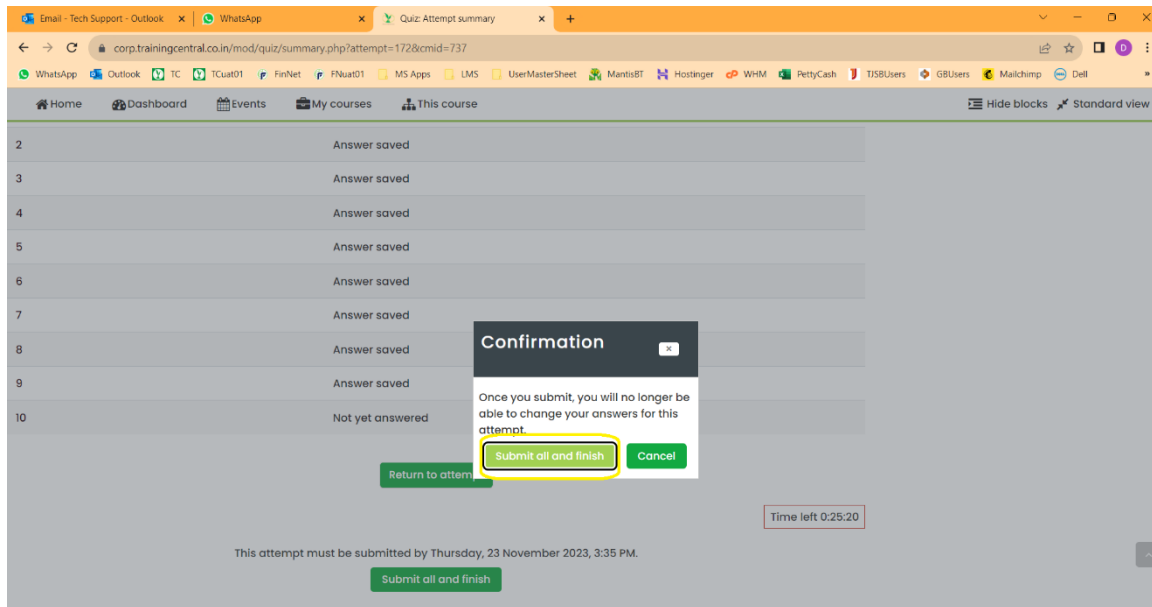
10. Now click on **'Submit all and finish'** button.



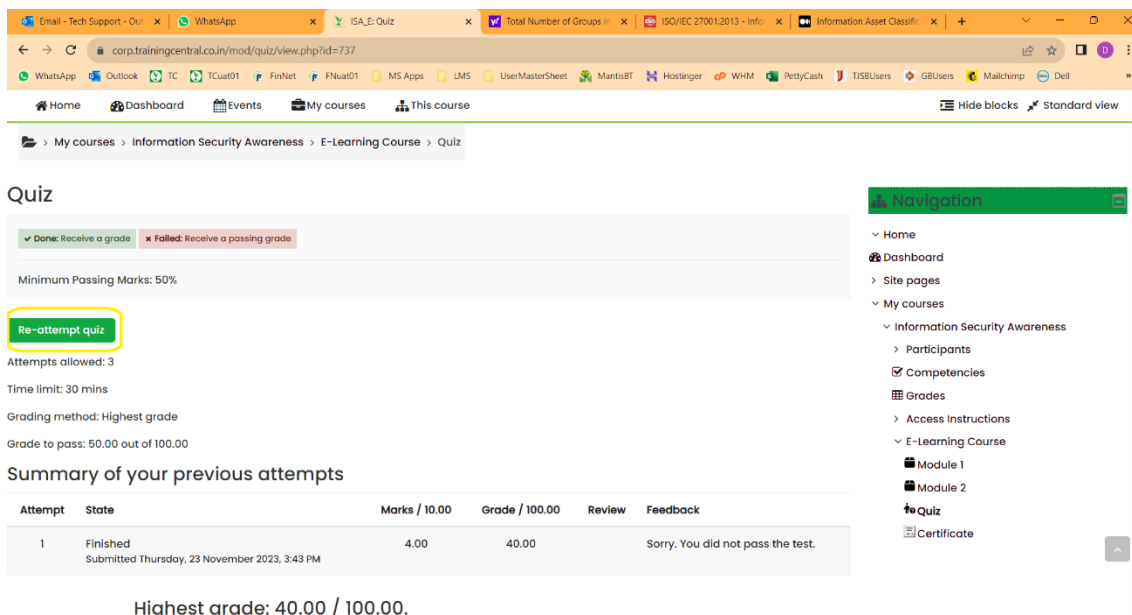
The screenshot shows a web browser window displaying a quiz attempt summary page. The URL is corp.trainingcentral.co.in/mod/quiz/summary.php?attempt=172&cmid=737. The page header includes the TC Corp Learning Portal logo and navigation links. The main content area shows a list of questions with their status: "2 Answer saved", "3 Answer saved", "4 Answer saved", "5 Answer saved", "6 Answer saved", "7 Answer saved", "8 Answer saved", "9 Answer saved", and "10 Not yet answered". A "Return to attempt" button is visible. A "Time left 0:26:33" indicator is visible. At the bottom, a "Submit all and finish" button is highlighted with a yellow box. A message states: "This attempt must be submitted by Thursday, 23 November 2023, 3:35 PM."

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- Again, the popup for the confirmation will appear. Click on **'Submit all and finish'** button.
Please note that after this, you will be not be able to make any modifications in the options selected by you. The message of successful completion will be displayed if you achieve a passing grade in the test.

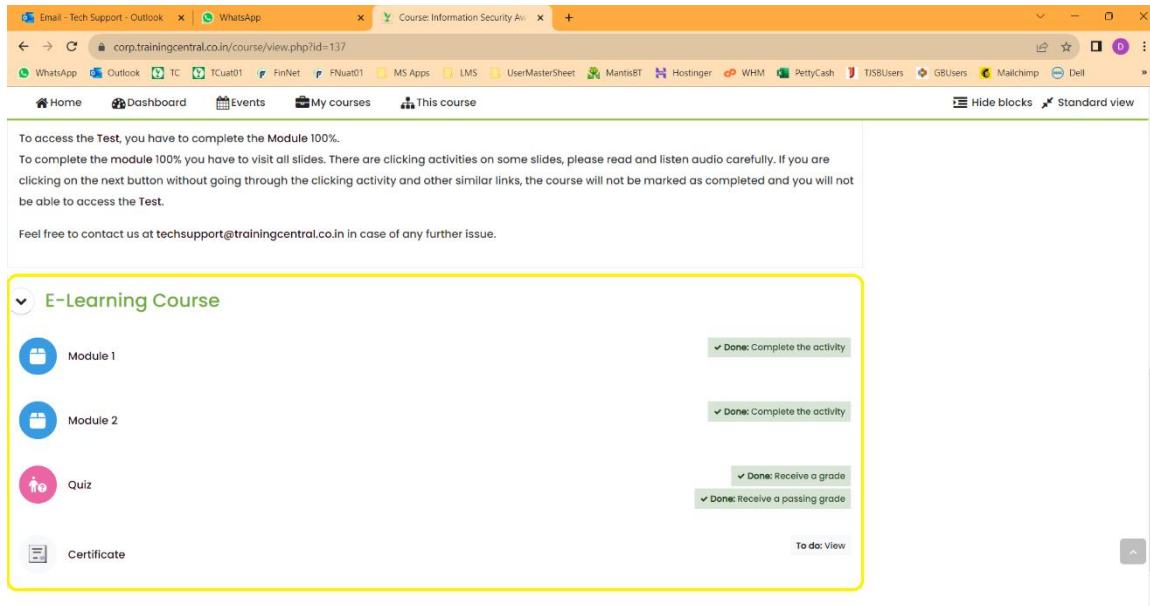


- If you fail to achieve the passing grade, you can re attempt the test by clicking on the **'Re-attempt quiz'** button.
You will get total 3 attempts to pass the quiz.



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13. After completing all activities successfully, the respective activities will be marked as 'Done' and highlighted.



14. Now you can access your certificate of completion!

