

Rev. 5

Training portal



Users



My profile



Satisfaction



Communication



Document archive



Export



Training modules



Company



Calendar



Teachers



Courses



Test



SCUOLA NEXION
TECHNICAL TRAINING CENTRE

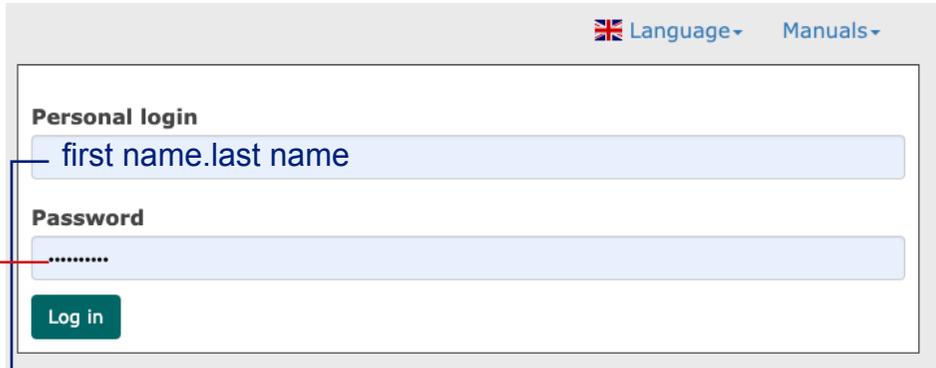
OPERATING INSTRUCTIONS FOR THE USER



LOG-IN

Log in to the Training Portal using the link and credentials e-mailed to you.

Enter **exactly** the same data e-mailed to you:

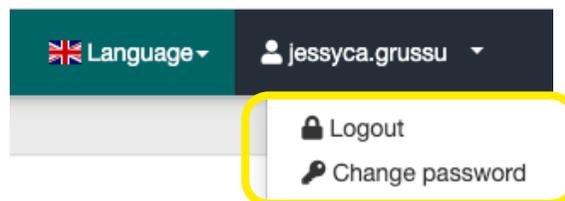


Enter here your **Personal login** received by e-mail (first name.last name)

Enter here your **Password** received by e-mail (automatically generated by the system).

You will find all the information you need to complete these fields in the email you or your manager received upon confirming your registration on this website.

You can change your password at any time after logging in.

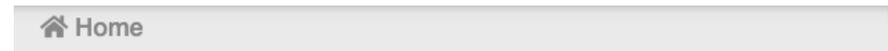


HOME



You will get to the **Home page of the Training portal**.

Use the navigation menu to access the different functions of the application.

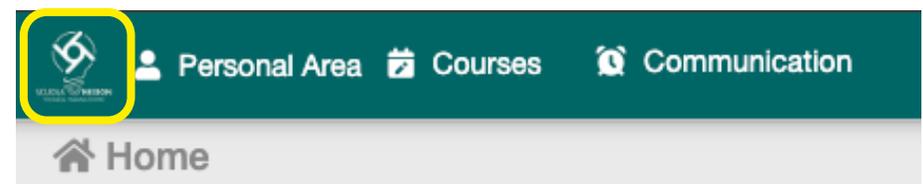


Welcome to Training Portal,
use the navigation menu to access the different functionalities of the application.

Menu

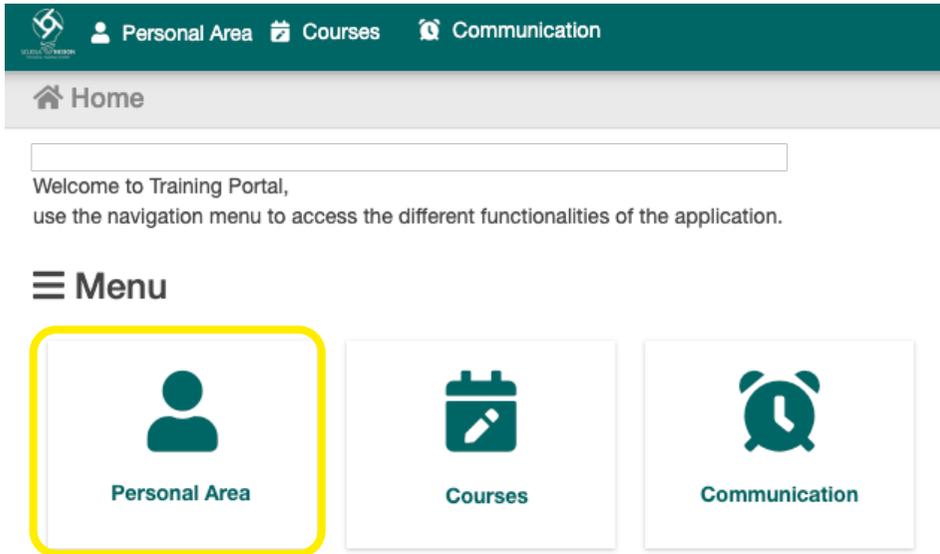


Click here at any time to go back to the Training portal Home page.

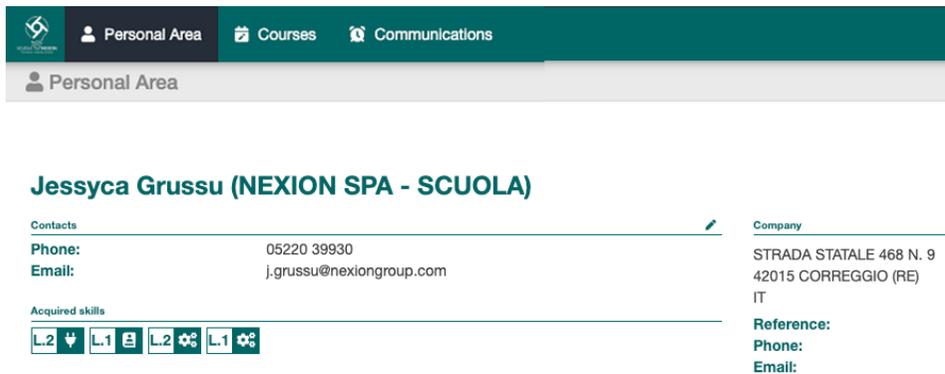




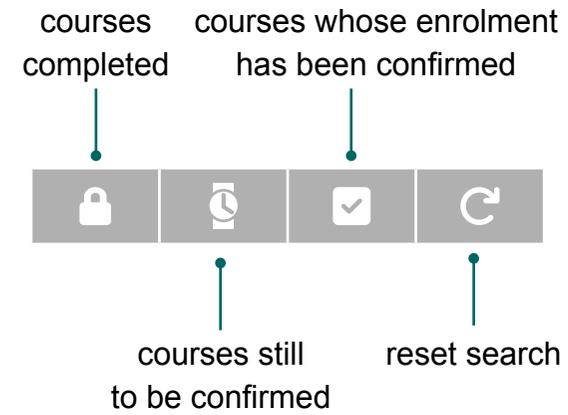
Click on “**Personal area**” menu ...



... to access your **personal data**.



By clicking on the icons, you can **search your courses**.

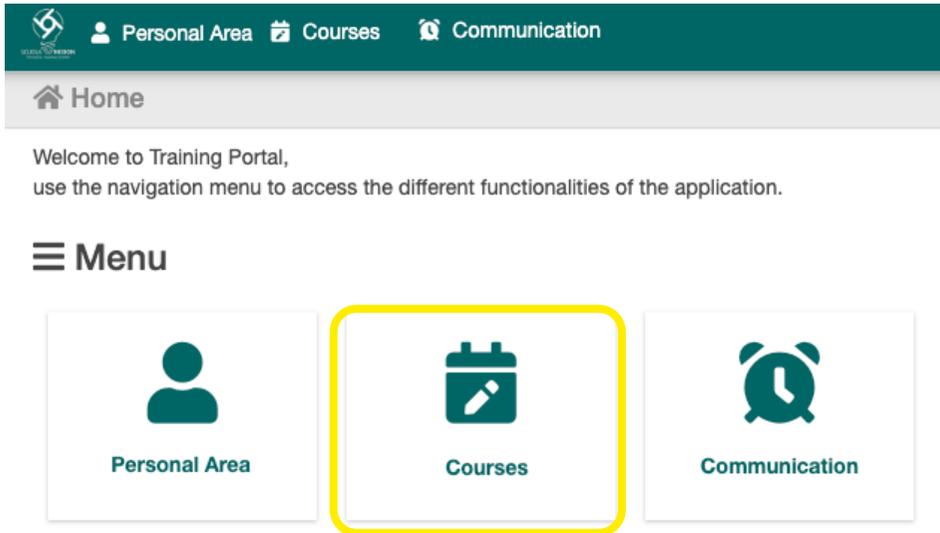


My course

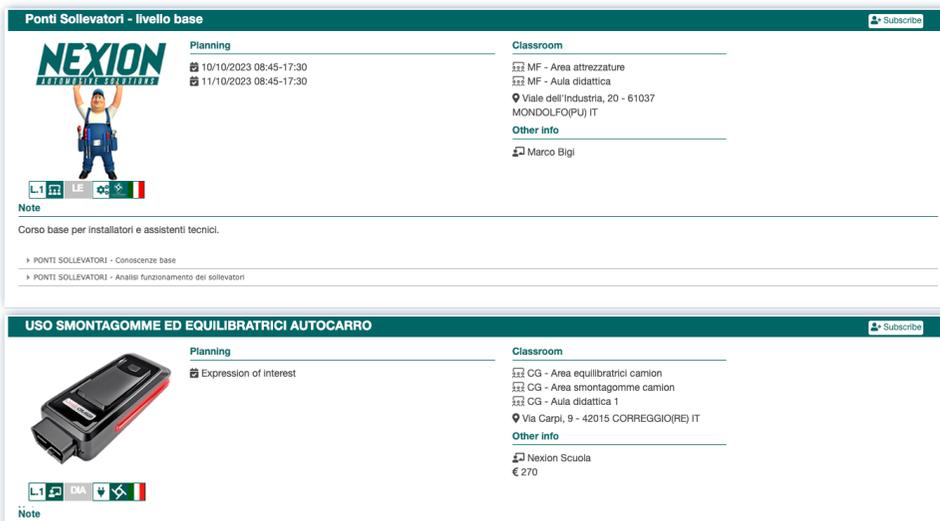




Click on “Courses” menu ...



... to display all the **courses planned and available for you.**



Use this box to filter course display by:



Type

IN-ATTENDACE
course held at School
headquarters

VIDEO-COURSE
24-hour availability
online



WEBINAR
videoconference through
Microsoft Teams platform



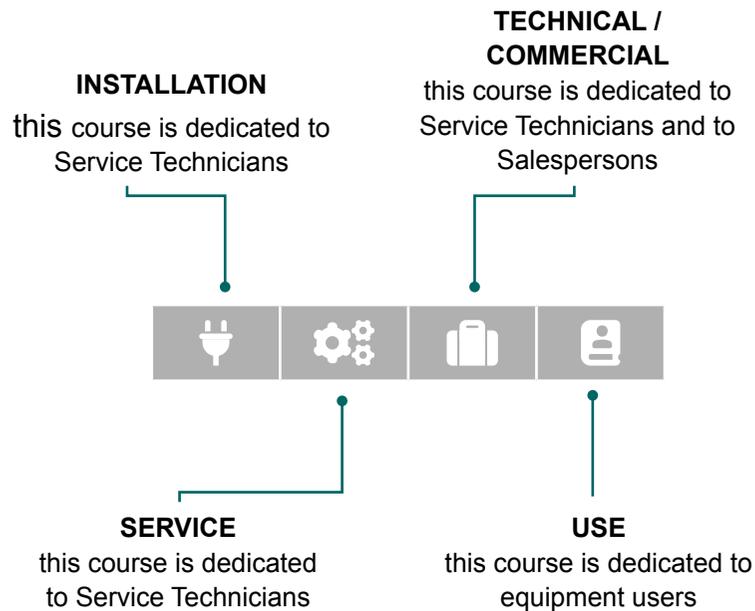
Use this box to filter course display by:

Type: [Icons: People, Globe, Video]

Category: [Icons: Plug, Gears, Briefcase, Person] (highlighted with a yellow box)

Product line: ADAS CTC TTC WB WA LE TE ME DIA AC SE

Category



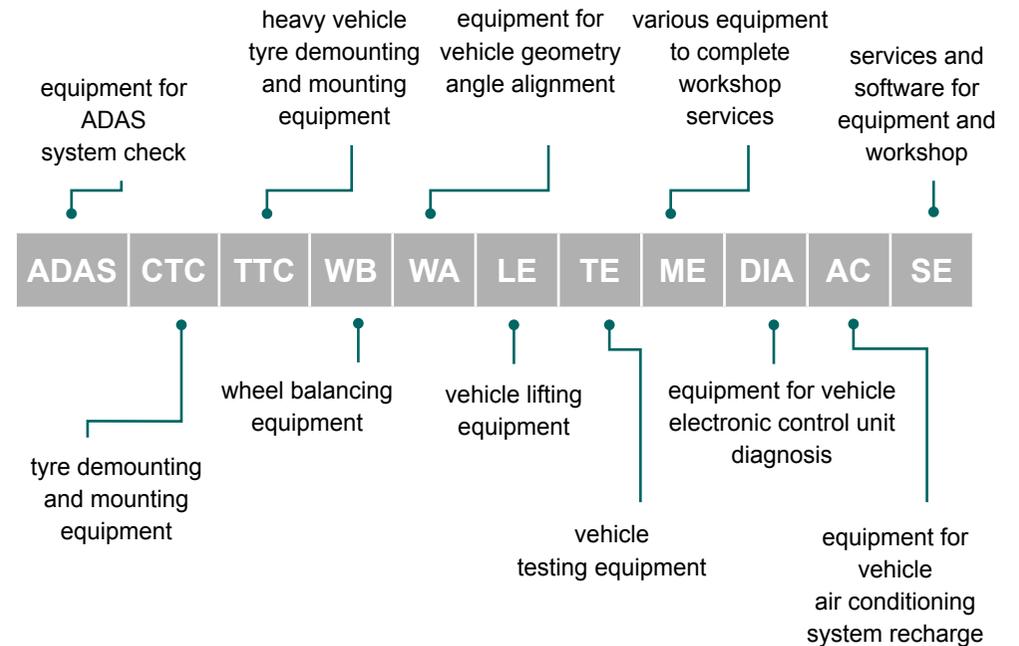
Use this box to filter course display by:

Type: [Icons: People, Globe, Video]

Category: [Icons: Plug, Gears, Briefcase, Person]

Product line: ADAS CTC TTC WB WA LE TE ME DIA AC SE (highlighted with a yellow box)

Product line





Use this box to filter course display by:

Product line

ADAS CTC TTC WB WA LE TE ME DIA AC SE

Course language

Select

Reset

Course language

Course language

✓ Select

IT Italian

EN English

FR French

ES Spanish

DE German

Product line

ADAS CTC TTC WB WA LE TE ME DIA AC SE

Course language

Select

Reset

Each box in this page includes **details relevant to the course**:

- ▶ data and time planned;
- ▶ the classroom where it will be held;
- ▶ the teacher;
- ▶ the language;
- ▶ any note;
- ▶ training modules with topics.

Ponti Solleventori - livello base

NEXION ATTREZZATURE SOLLEVATRICI

Planning

10/10/2023 08:45-17:30

11/10/2023 08:45-17:30

Classroom

MF - Area attrezzature

MF - Aula didattica

Viale dell'Industria, 20 - 61037 MONDOLFO(PU) IT

Other info

Marco Bigli

Note

Corso base per installatori e assistenti tecnici.

• PONTI SOLLEVATORI - Conoscenze base

• PONTI SOLLEVATORI - Analisi funzionamento dei sollevatori

By clicking on “enrol”, you can send your **enrolment request**; you will be sent a confirmation e-mail as soon as your enrolment is confirmed.

Subscribe

Classroom

MF - Area attrezzature

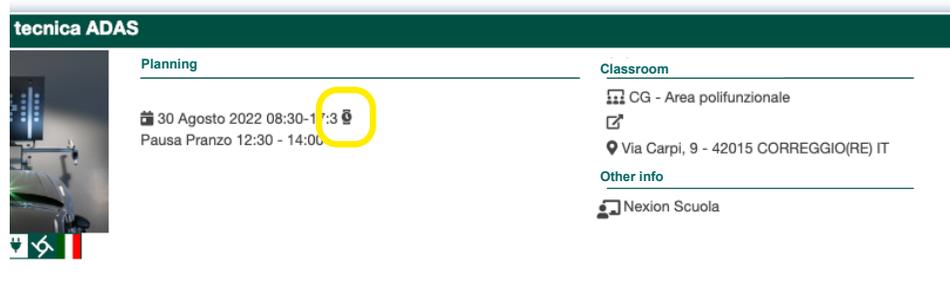
MF - Aula didattica

Viale dell'Industria, 20 - 61037 MONDOLFO(PU) IT

Other info



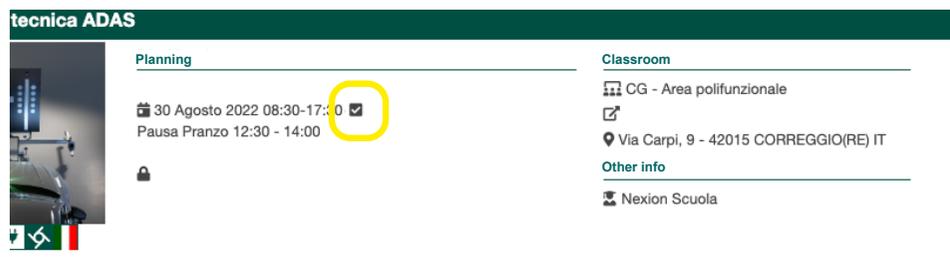
In your “Personal Area” you will find the course you have just enrolled in among the courses **awaiting enrolment approval** (icon ).



The screenshot shows the course page for 'tecnic ADAS'. Under the 'Planning' section, the date and time '30 Agosto 2022 08:30-17:30' is circled in yellow, with a clock icon next to it. The 'Classroom' section lists 'CG - Area polifunzionale' and 'Via Carpi, 9 - 42015 CORREGGIO(RE) IT'. The 'Other info' section lists 'Nexion Scuola'.

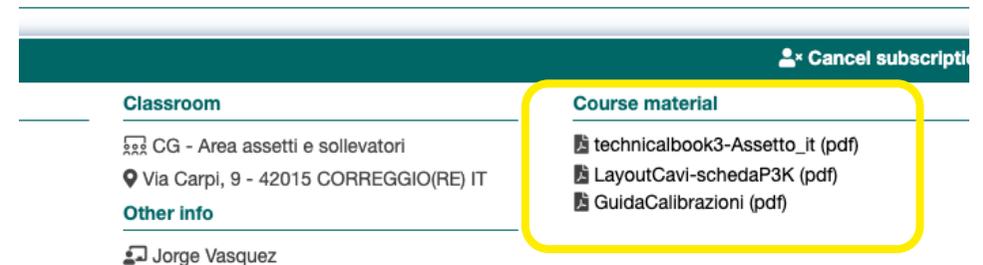
Once you have received the confirmation by e-mail, you can go back to your “Personal Area”.

The course you have enrolled in will now display a ticked  icon.



The screenshot shows the course page for 'tecnic ADAS'. Under the 'Planning' section, the date and time '30 Agosto 2022 08:30-17:30' is circled in yellow, with a checked checkbox icon next to it. The 'Classroom' section lists 'CG - Area polifunzionale' and 'Via Carpi, 9 - 42015 CORREGGIO(RE) IT'. The 'Other info' section lists 'Nexion Scuola'.

In the box relating to your course, the **class material** (if any) will now also be available, as well as all other details.



The screenshot shows the course details page for 'tecnic ADAS'. The 'Classroom' section lists 'CG - Area assetti e sollevatori' and 'Via Carpi, 9 - 42015 CORREGGIO(RE) IT'. The 'Other info' section lists 'Jorge Vasquez'. The 'Course material' section, highlighted with a yellow box, lists 'technicalbook3-Assetto_it (pdf)', 'LayoutCavi-schedaP3K (pdf)', and 'GuidaCalibrazioni (pdf)'. A 'Cancel subscription' button is visible in the top right corner.

The **course material** will be available for you to access whenever you wish in the future.

FINAL TEST

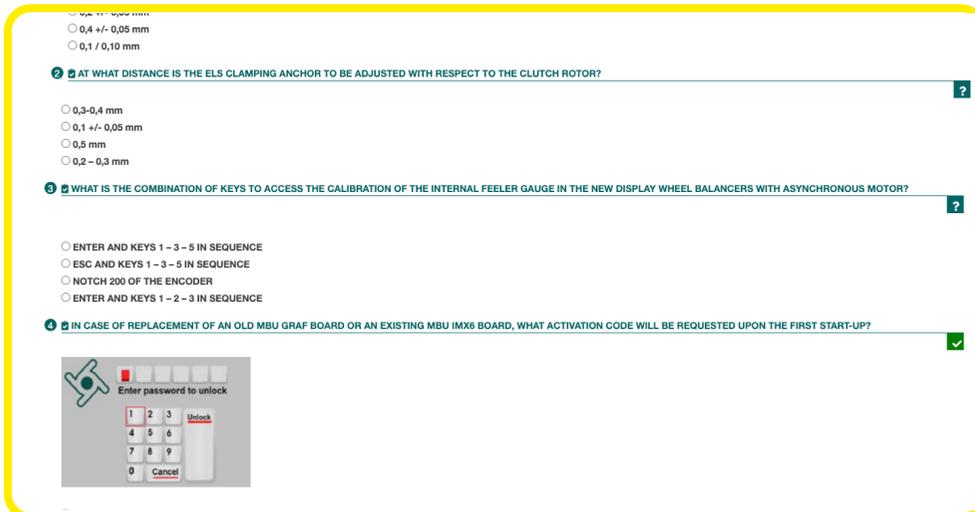
The course may include a final test to check your knowledge.



Questions may feature:

-  single answer: only one answer is correct
-  multiple-choice: several answers can be correct
-  numerical answer: a numerical value must be entered

Feedback is automatic so you can verify the right and wrong answers immediately. You can also repeat the test at a later date to review and consolidate your acquired knowledge.

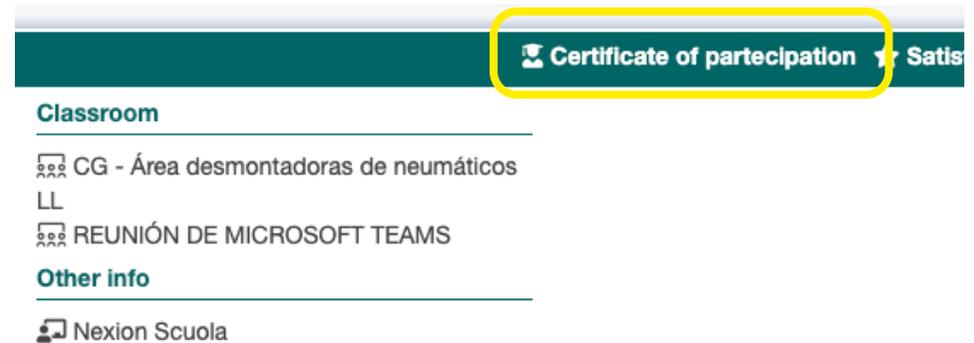


CERTIFICATE OF ATTENDANCE



After the course has been completed the **Certification of attendance** can be downloaded.

You can always access the certificates of attendance in your personal area.



SATISFACTION SURVEY

Click on “**satisfaction survey**” to let us know your comments on the course.



adoras de neumáticos

For each topic you can assign a score from 0 to 10.

CONTENTS

The proposed content met my expectations.



CONTENTS

I believe that the content presented will be really useful for my daily work.



CONTENTS

The exercises proposed during the course were effective.



Leave a **comment** and save.

TEACHER

He/she engaged and aroused my interest by empathising with the group.



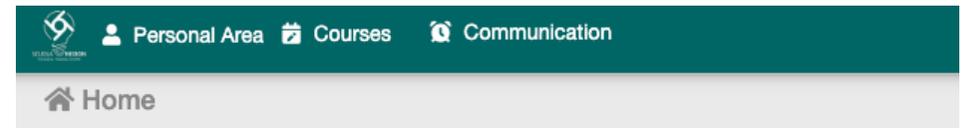
Comment

Save Cancel

COMMUNICATIONS

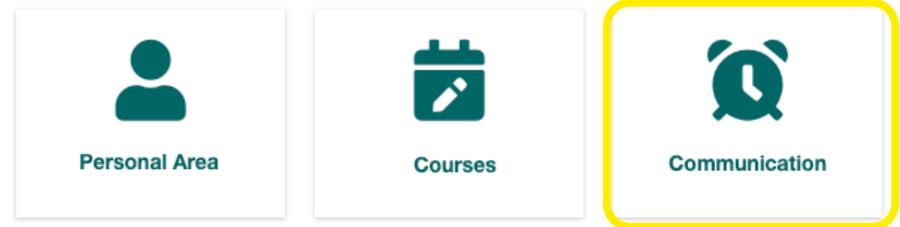


Click on “**Communications**” menu ...

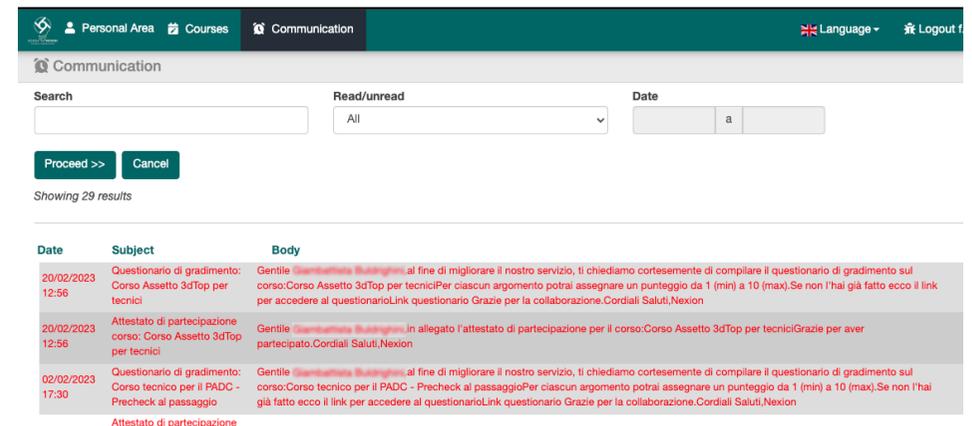


Welcome to Training Portal,
use the navigation menu to access the different functionalities of the application.

Menu



... you will find a summary of all e-mails you have received from the Training Portal.





Users



Classroom



Satisfaction



Participation evaluation



Document archive



Export

For any questions or information please write to:

Nexionscuola@nexiongroup.com



Training modules



Company



Calendar



Teachers



Course



Test

NEXION
AUTOMOTIVE SOLUTIONS

📍 Strada Statale 468 n. 9 42015 Correggio (RE) – Italy

✉ Nexionscuola@nexiongroup.com