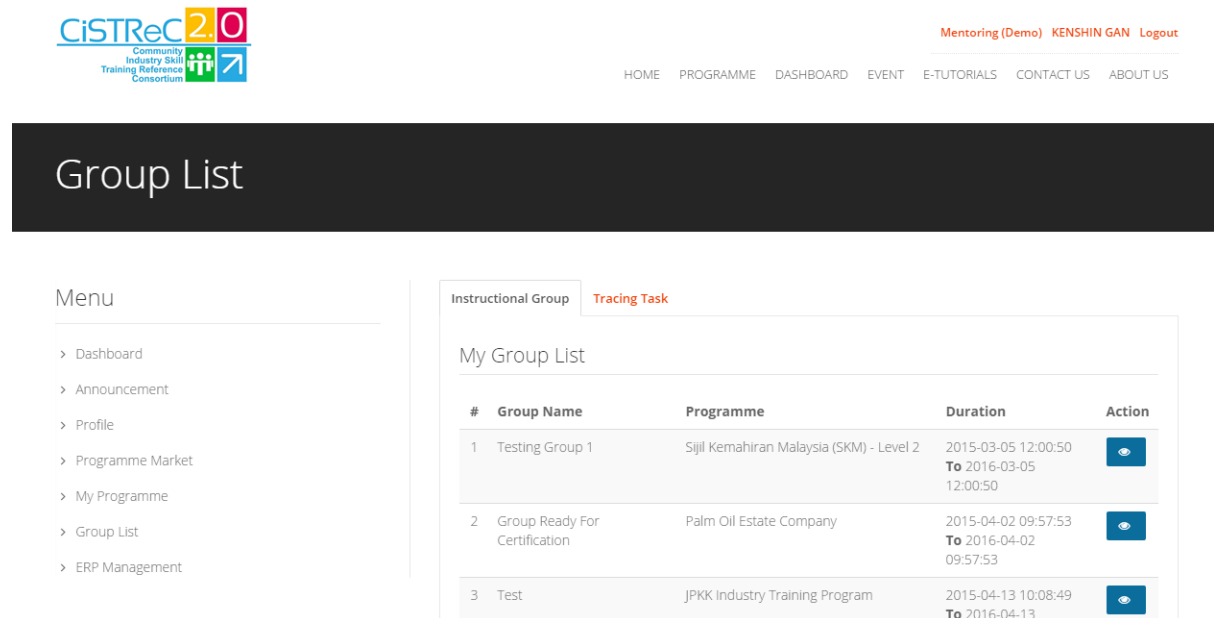


Title: How to view or edit the Tracing Task (Mentoring)

Description:

Step 1: Go to the Dashboard and click on Group List.



CiSTReC 2.0
Community Industry Skill Training Reference Consortium

Mentoring (Demo) KENSHIN GAN Logout

HOME PROGRAMME DASHBOARD EVENT E-TUTORIALS CONTACT US ABOUT US

Group List

Menu

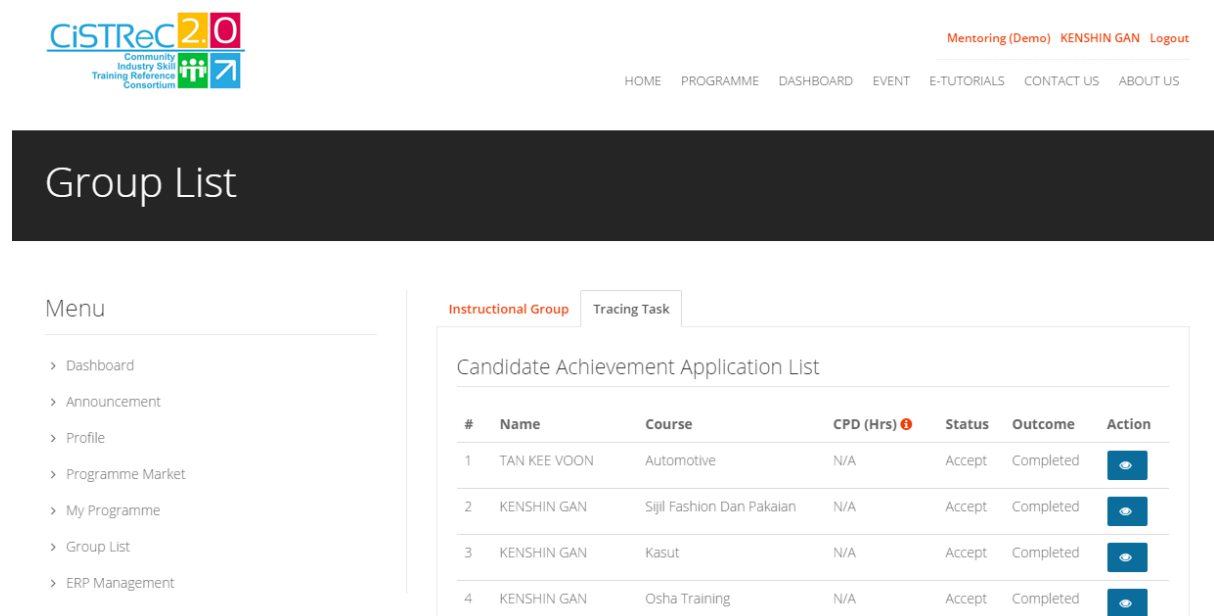
- > Dashboard
- > Announcement
- > Profile
- > Programme Market
- > My Programme
- > Group List
- > ERP Management

Instructional Group **Tracing Task**

My Group List

#	Group Name	Programme	Duration	Action
1	Testing Group 1	Sijil Kemahiran Malaysia (SKM) - Level 2	2015-03-05 12:00:50 To 2016-03-05 12:00:50	
2	Group Ready For Certification	Palm Oil Estate Company	2015-04-02 09:57:53 To 2016-04-02 09:57:53	
3	Test	JPKK Industry Training Program	2015-04-13 10:08:49 To 2016-04-13	

Step 2: Choose the Tracing Task tab.



CiSTReC 2.0
Community Industry Skill Training Reference Consortium

Mentoring (Demo) KENSHIN GAN Logout

HOME PROGRAMME DASHBOARD EVENT E-TUTORIALS CONTACT US ABOUT US

Group List

Menu

- > Dashboard
- > Announcement
- > Profile
- > Programme Market
- > My Programme
- > Group List
- > ERP Management

Instructional Group **Tracing Task**

Candidate Achievement Application List

#	Name	Course	CPD (Hrs) ⓘ	Status	Outcome	Action
1	TAN KEE VOON	Automotive	N/A	Accept	Completed	
2	KENSHIN GAN	Sijil Fashion Dan Pakaian	N/A	Accept	Completed	
3	KENSHIN GAN	Kasut	N/A	Accept	Completed	
4	KENSHIN GAN	Osha Training	N/A	Accept	Completed	

Step 3: Click on the Action button. You can now either view or edit the status (Accept/Reject).

Achievement

Menu

- > Dashboard
- > Announcement
- > Profile
- > Programme Market
- > My Programme
- > Group List
- > ERP Management

Edit Achievement

 Candidate Profile completion is 67%.

Name TAN KEE VOON

Subsidiary Company

Subsidiary Company State

Course

Training Place

Training Address

Tel No.

Fax No.

Session

Duration  To 

Attachment No Attachment

Employment

Position

Salary

Status

Outcome

[BACK](#)