

Title: How to view the Group List in My Programme

Description:

Step 1: Go to the side bar and click on My Programme.

The screenshot shows the CiSTReC 2.0 website interface. The header includes the CiSTReC 2.0 logo (Community Industry Skill Training Reference Consortium) and navigation links: HOME, PROGRAMME, DASHBOARD, EVENT, E-TUTORIALS, CONTACT US, ABOUT US. A user status bar at the top right shows 'Creating (Demo) KENSHIN GAN Logout'. The main content area is titled 'My Programme' and features a 'Menu' sidebar on the left with options: Dashboard, Announcement, Profile, Programme Market, My Programme (selected), Administration, Library, and ERP Management. The main content area has two tabs: 'My Programme' (active) and 'Programme Log'. Under 'My Programme', there is an 'ADD' button and three program cards: 'CiSTReC Comprehensive Training', 'CiSTReC Operation Manual', and 'RSPO Upskilling Training'. Each card displays a brief description and the owner 'Demo KENSHIN GAN'.

Step 2: Select one of the Programme and click on Group List.

The screenshot shows the details for the 'Sijil Kemahiran Malaysia (SKM) - Level 3' program. The left sidebar menu is expanded to show 'Group List' under the 'My Programme' section. The main content area displays the program details for 'Sijil Kemahiran Malaysia (SKM) - Level 3'. A note states: 'Classified Program allows all users to enroll with passcode'. The details are as follows:

Programme Title	Sijil Kemahiran Malaysia (SKM) - Level 3
Synopsis/Description	SKM 3 is a program for the candidate to learn the hands on skill and it is focus on the repairing and dismantling of the engine or in other words, it is next level after level 2. While, CiSTReC is provide a platform and works in term of synchronization of documentation, e-monitoring, e-profiling, verification self-assessment and so on. Documentation especially involving different training institute and company workplace can be harsh so CiSTReC can significantly create a shorten paths to connect the information from different parties while providing an effective communication tool such as forum.
Field	Automotive
Public Visibility	On
Access Code	Yes
Passcode	PZT93H9A
Program Nature	Skills Training
Program Ranking	None

Group List

Menu

- > Dashboard
- > Announcement
- > Profile
- > Programme Market
- > My Programme
- > Administration
- > Library
- > ERP Management

Sijil Kemahiran Malaysia (SKM) - Level 3 Group List

#	Group Name	Period	Action
1	Tan Chong	2015-03-09 To 2016-03-09	 

Step 3: You can click on the Action to view the Group Profile. At the same times, you can set the Evaluation as well.

Group Profile

Menu

- > Dashboard
- > Announcement
- > Profile
- > Programme Market
- > My Programme
- > Administration
- > Library
- > ERP Management
- > Associate List
- > Evaluation Setup

Group Details **Candidate List** Evaluation Progress Management Attendance

Group Name Tan Chong

Duration 2015-03-09 12:26:15 To 2016-03-09 12:26:15

Main Instructor KENSHIN GAN

Co-Instructor TEOH ING HOOI

Capacity 3/5

BACK

EDIT

DUPLICATE GROUP