CBI electric
low voltage

CBI eLearning

CBI eLearning
User Manual

What is Moodle?

Moodle™ is a user-friendly Learning Management System (LMS) that supports learning and training needs for a wide range of institutions and organisations.
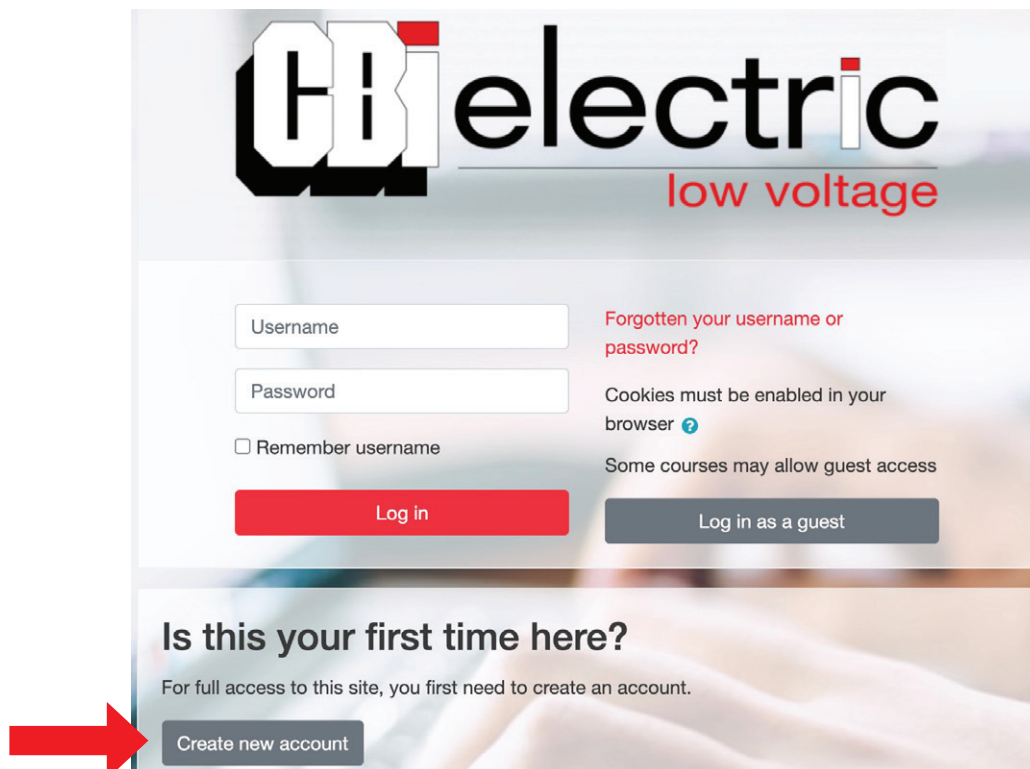
Requirements for using CBI eLearning

- A PC or Mac with an internet browser such as Microsoft Edge, Mozilla Firefox, Google Chrome (excluding Microsoft Internet Explorer) or a smartphone

- A stable Internet connection

How do I register to the system on a computer?

Step 1: In order to register, follow the link: https://lms.cbi.co.za/ and Click on "Log in".

Step 2: Click on "Create new account".

Step 3: Enter your credentials and click "Create my new account". Please ensure that the name and surname you enter is correct, as this is what will appear on your completion certificates.

You will receive a verification email to the email specified. Click on link in the email under "To confirm your new account, please go to this web address:"

From: Charlie Mothiba (via eLearning) <no-reply@cbi-electric.com>
To: User Email <user@useremail.com>
Sent: Monday
Subject: CBI e-Learning Channel Power Up Your Knowledge: account confirmation

Hi User,

A new account has been requested at 'CBI e-Learning Channel Power Up Your Knowledge' using your email address.

To confirm your new account, please go to this web address:

https://lms.cbi.co.za/login/confirm.php?

In most mail programs, this should appear as a blue link which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window.
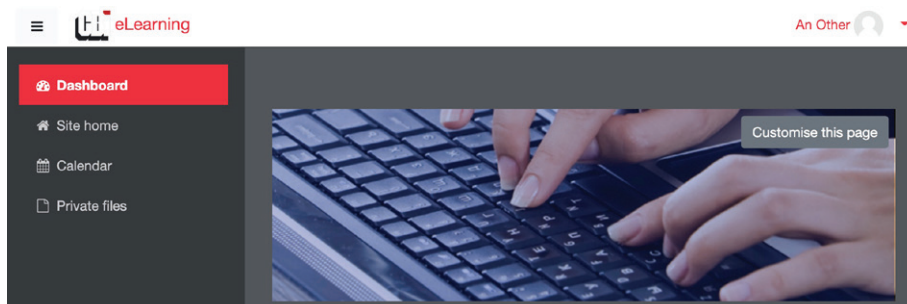
If you need help, please contact the site administrator,

Admin User

Click on "Continue".

Thanks, An Other

Your registration has been confirmed
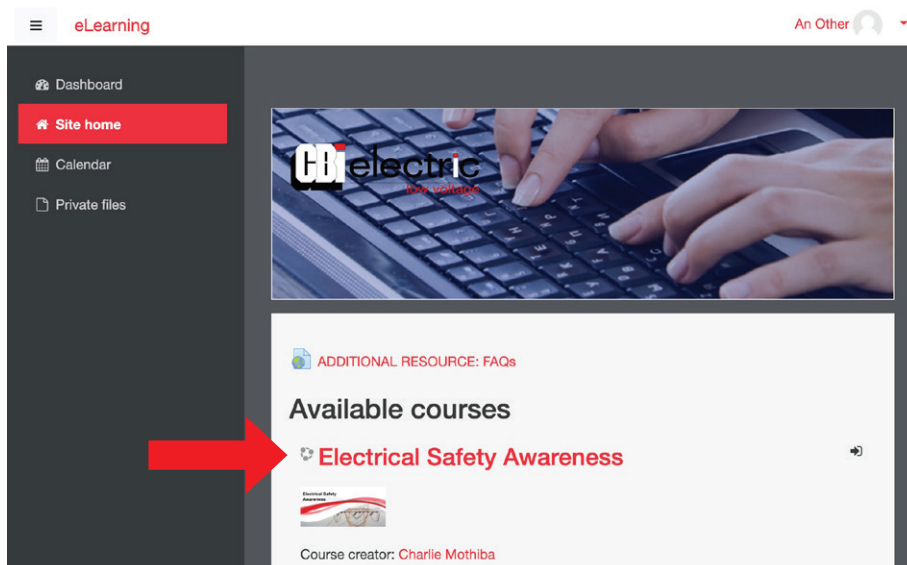
Continue
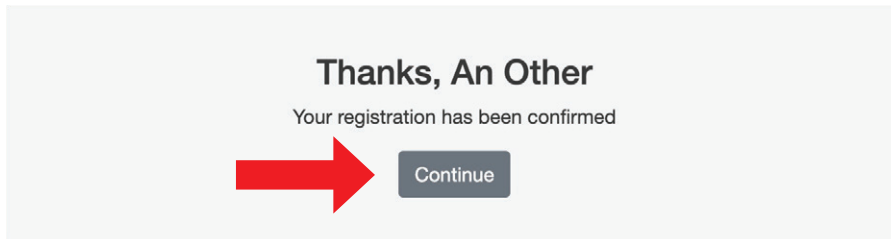
Your CBI eLearning Dashboard will appear.

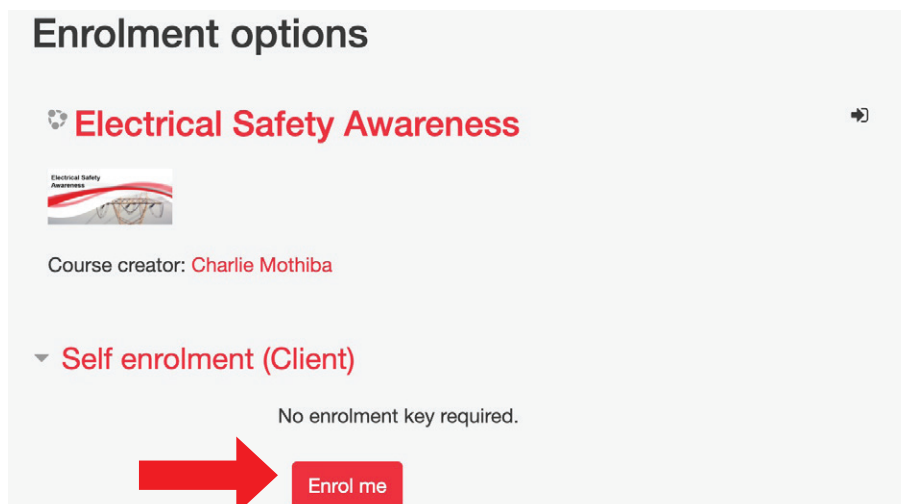# How to enroll for a course

Step 1: Click on "Site home".

Step 2: All the available courses will appear. Click on "Electrical Safety Awareness".

Step 3: The enrolment screen for "Electrical Safety Awareness" will appear. Click on "Enrol me".

You are now enrolled for the course "Electrical Safety Awareness". Click on "Electrical Safety Awareness Slide" to start the course.

How to complete the course

The "Electrical Safety Awareness" course material will now appear. Scroll through the course material by clicking on the bouncing arrows (either up or down). Ensure that you read the content carefully.
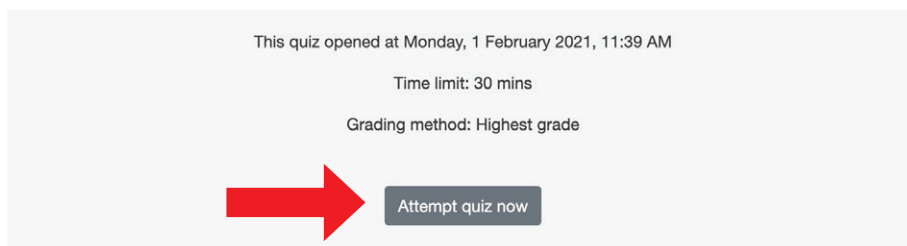
When reaching the last slide of the course, click on "Electrical Safety Awareness quiz".

The quiz screen will appear. Click on "Attempt quiz now" if you are confident that you know the course material. You need a 80% pass to receive your course certificate.

A pop up screen will appear, click "start attempt" to start the quiz. 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.

Once the last question has been answered, the summary attempt screen will appear. Should you wish to change or review any of your answers, click "Return to attempt". If you are happy with your answers, click "Submit all and finish". A confirmation pop up will appear, click "Submit all and finish".
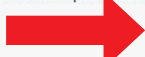

A summary of your results and the questions will now appear. Click "Finish review" at the bottom right of the screen.
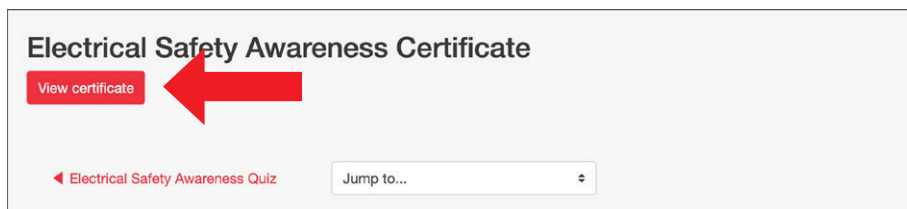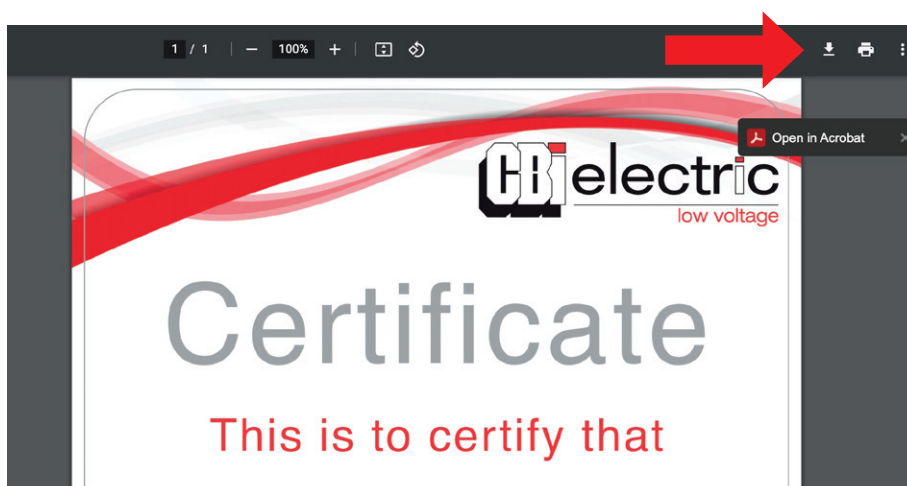
The summary of your attempts will now appear showing the number of attempts and the grade received. If you did not achieve the 80% pass right, click "Re-attempt quiz" and retake the quiz. If you achieved the 80% pass rate, your certificate of completion will now be available. Click on "Electrical Safety Awareness Certificate".

The certificate page will now appear, click on "View certificate". Your course certificate will now appear. Click on the download or print icon at the top right.
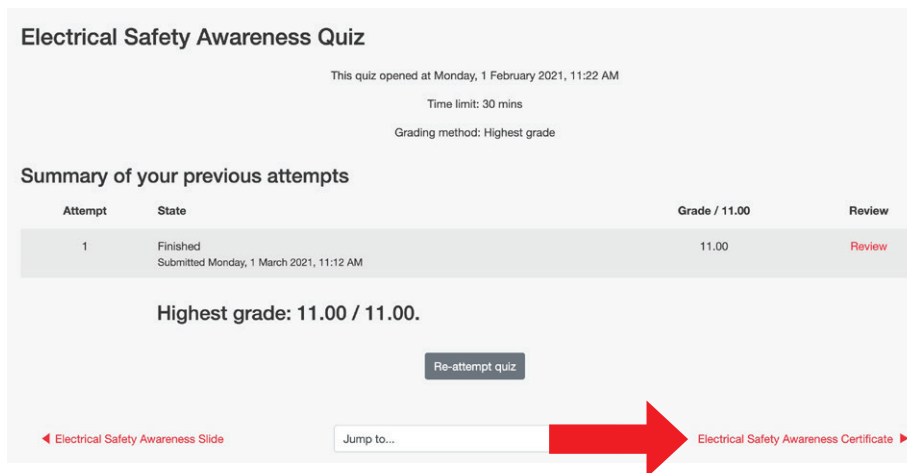

Click back on your browser to return to the CBI eLearning site.

Click on "Site home" and click on the next available course and repeat the instructions above to complete the next course.

How do I register to the system on a smartphone?

Step 1: Download the Moodle App on the App Store or on Google Play:

Step 2: In order to login or register, open the Moodle App, click on "Scan QR Code" and then "Next" if you have already registered via computer. Log into your profile on a computer, click on "Profile" and click on "View QR Code" and scan the QR code. Follow the link: https://lms.cbi.co.za/ that appears and click on "Connect to your site". Alternatively type in the link: https://lms.cbi.co.za/ and Click on "Connect to your site". Then log in or click on "Create new account" to register.
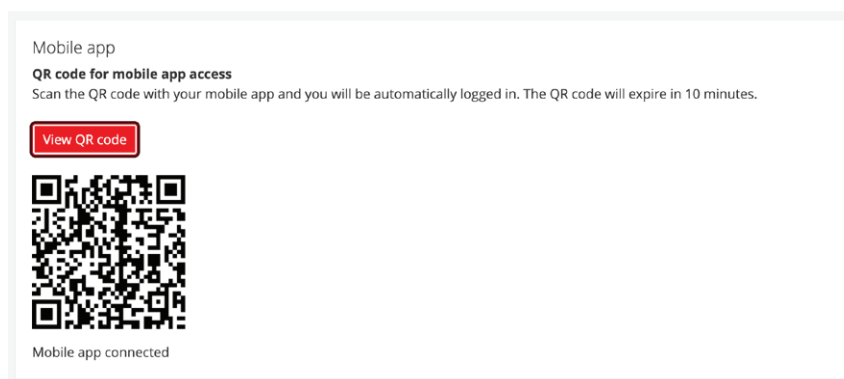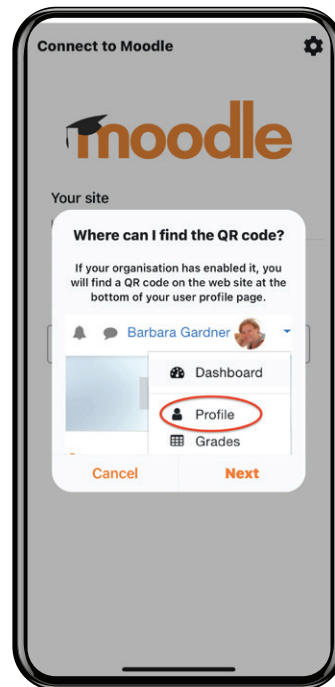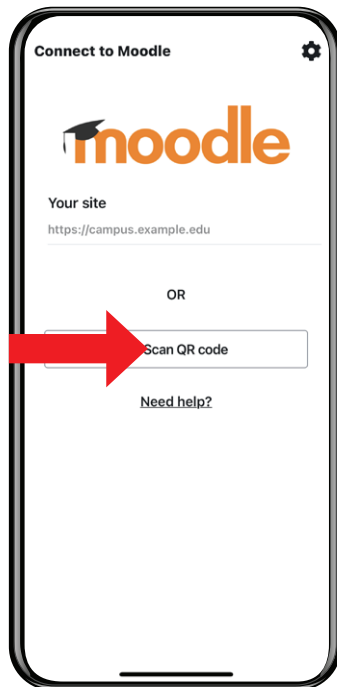
Step 3: Follow the link: https://lms.cbi.co.za/ that appears and click on "Connect to your site". Alternatively type in the link: https://lms.cbi.co.za/ and Click on "Connect to your site". Then log in or click on "Create new account" to register.
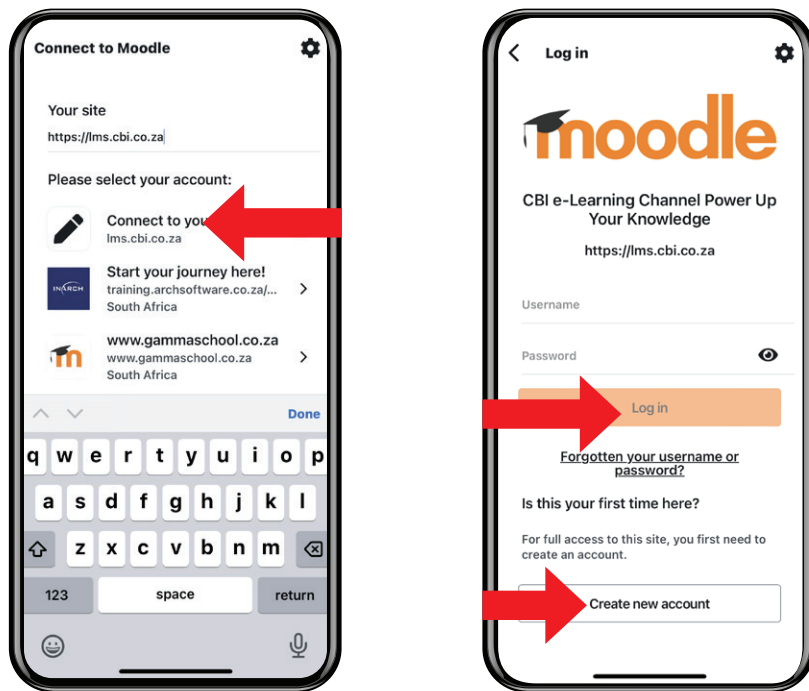
Step 4: Enter your credentials and click "Create my new account". Please ensure that the name and surname you enter is correct, as this is what will appear on your completion certificates. You will receive a verification email to the email specified. Click on the link in the email under "To confirm your new account, please go to this web address:" Close the web browser and open the Moodle App. Enter your username and password then click "Log in".
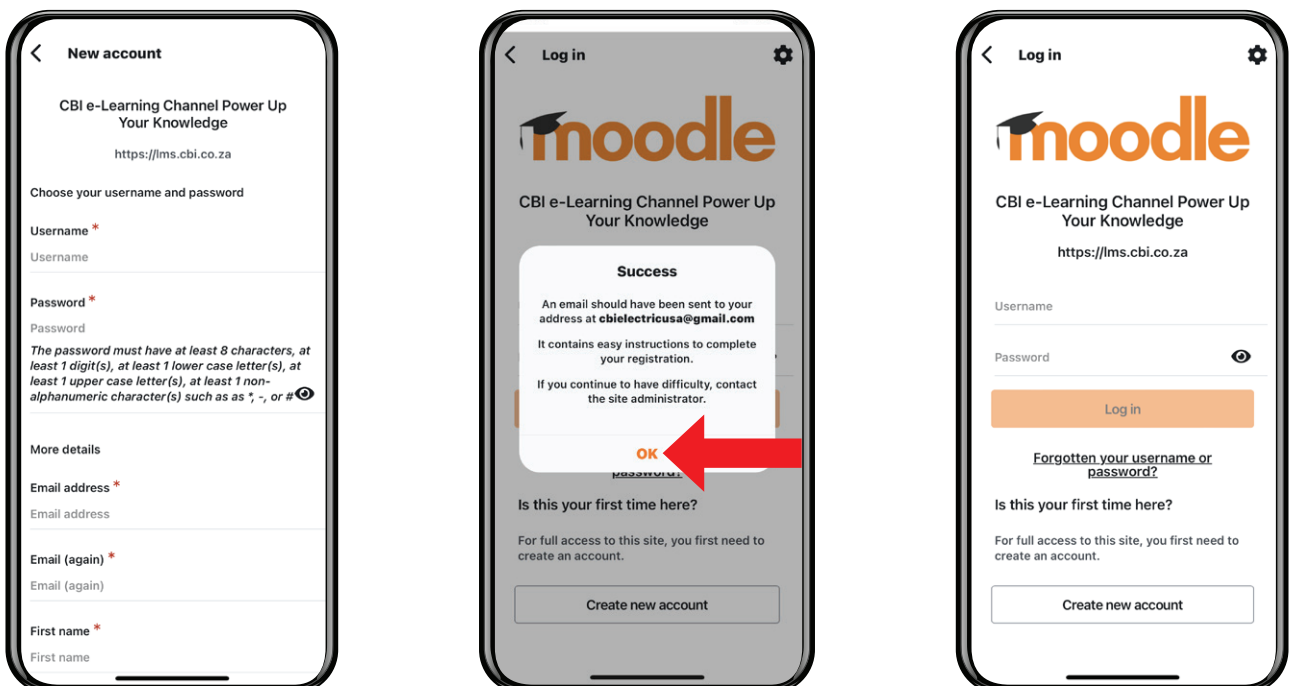
How to enroll for a course

Step 1: Click on "Site home, then click on "Available courses" and all the available courses will appear. Click on for example "Wiring Accessories".
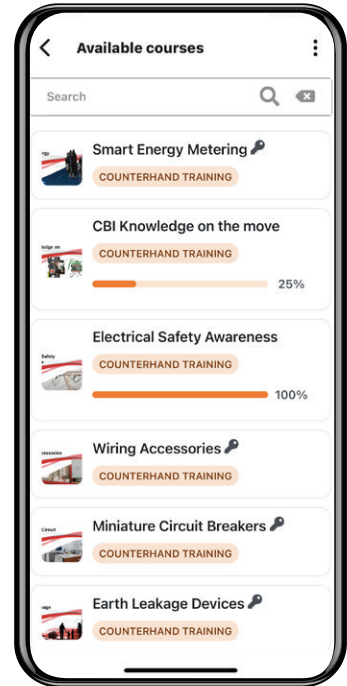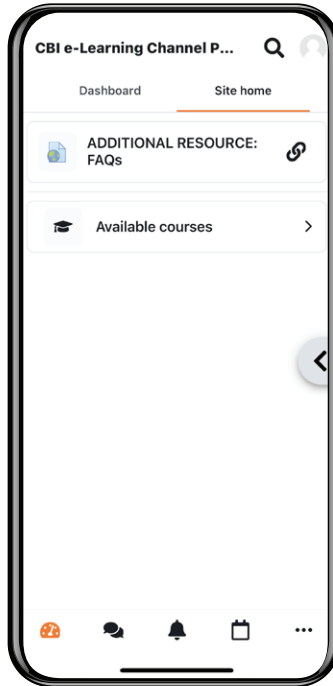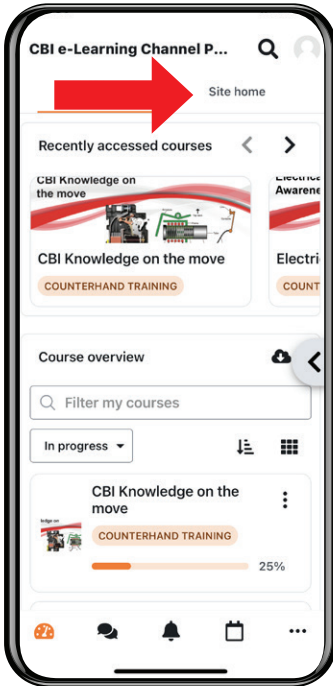
Step 2: The enrolment screen for "Wiring Accessories" will appear. Click on "Enrol me". Click "Ok". You are now enrolled for the course "Wiring Accessories". Click on "Wiring Accessories Slide" to start the course.

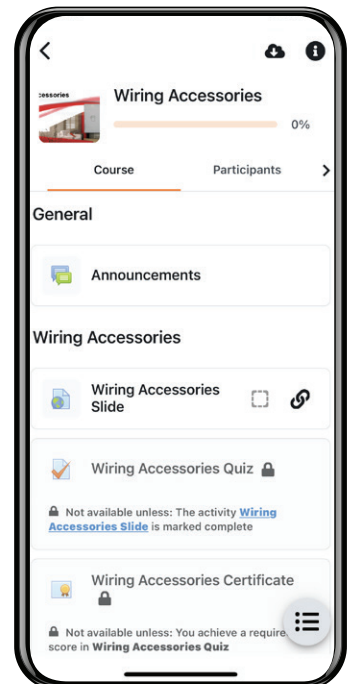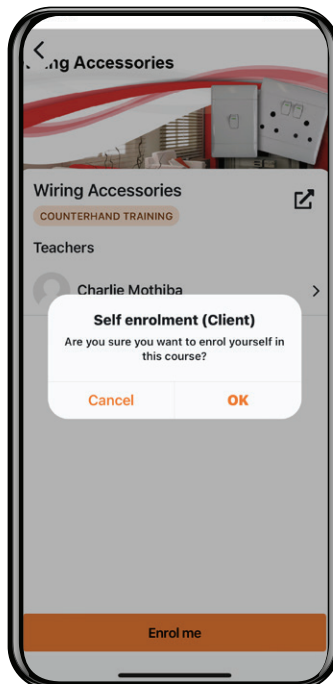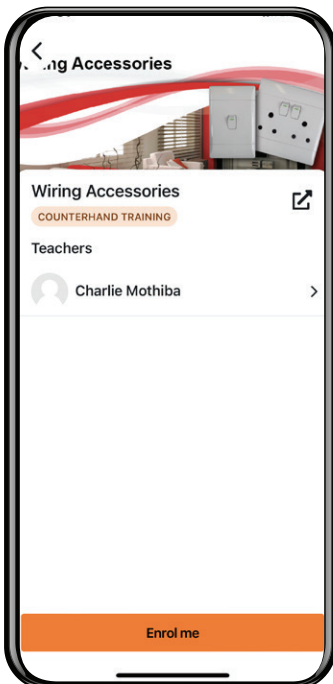# How to complete the course

The "Wiring Accessories" course material will now appear. Scroll through the course material by clicking on the bouncing arrows (either up or down). Ensure that you read the content carefully. When reaching the last slide of the course, click on "Next activity" on the bottom right and complete the quiz. Once you have completed and submitted the quiz, click "Next activity" at the bottom right of the screen. Click on the blue icon to download your certificate.
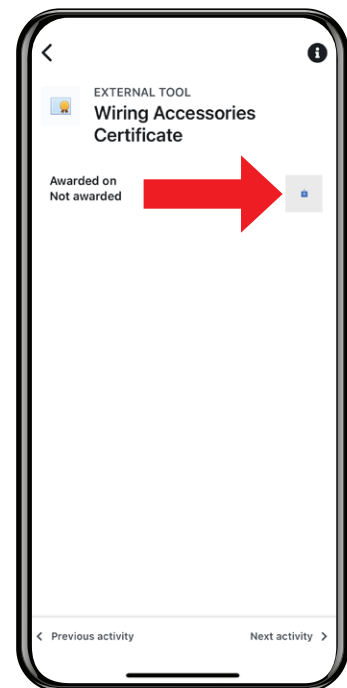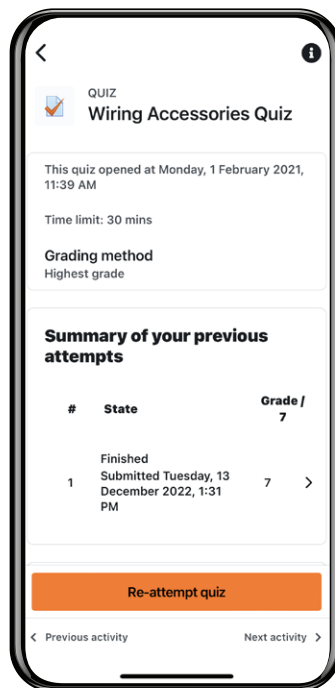
Should you have any further queries with regard to the CBI eLearning System, kindly contact us on cbi@cbi-electric.com, subject CBI eLearning Question.

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