

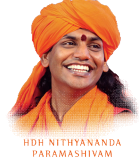


HDH NITHYANANDA  
PARAMASHIVAM

# वेबसाइट! नए विवरण बिंद

इतना है:

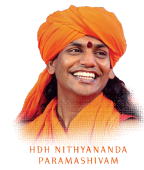
<https://nithyanandahinduuniversity.exphosted.com>



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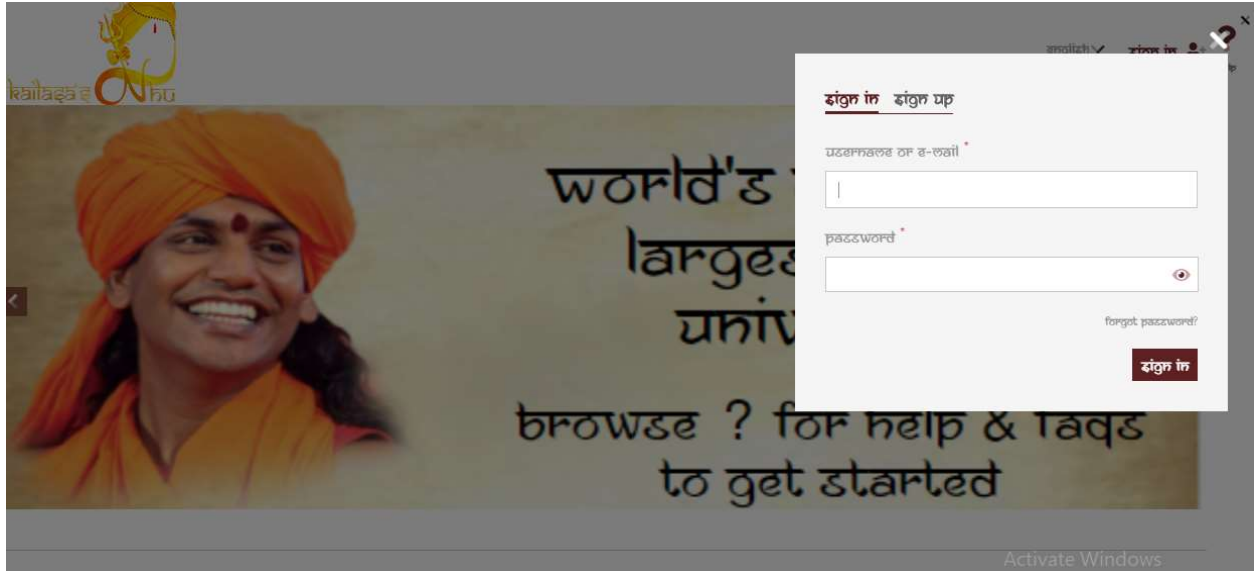
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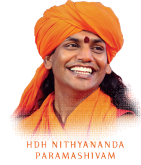


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## હાઈનપ/હાઈન ઇન



1. કોવ ટો હાઈન યપ ટોર ડ નવ લેઅનર યાં?
  1. ટાઈક ટે 'હાઈન ઇન' ઓપ્શન
  2. હાઈક ટે 'હાઈન યપ' ઓપ્શન
  3. ંકેર ડાલ ટે લાઈકેટોરુ ફાઈલડ લાઈકેટ ડથ '\*
  4. ંકેર ટે ડેટુમીટુ વુપેડીટન
  5. ટાઈક ં 'ટાઈકેટ ંટનુન'
2. કોવ ટો હાઈન ઇન ટે નવ લેઅનર યાં?
  1. ટુ ટે નવ લેઅનર યાં ડાઈ
  2. ટાઈક ં ટે 'હાઈન ઇન' ઓપ્શન
  3. ંકેર ટે ડડનામકલ ંકે પાડડવોર્ડ
  4. ટાઈક 'હાઈન ઇન'
3. વેકા ઇ ઇ ટોફુટ ટે પાડડવોર્ડ?
  1. હાઈક ટે 'ફોફુટ પાડડવોર્ડ?' લાઈ ં ટે 'હાઈન ઇન' ડટાઈન
  2. ંકેર યુનુ ટ-લકાઈ ંકેલેડ

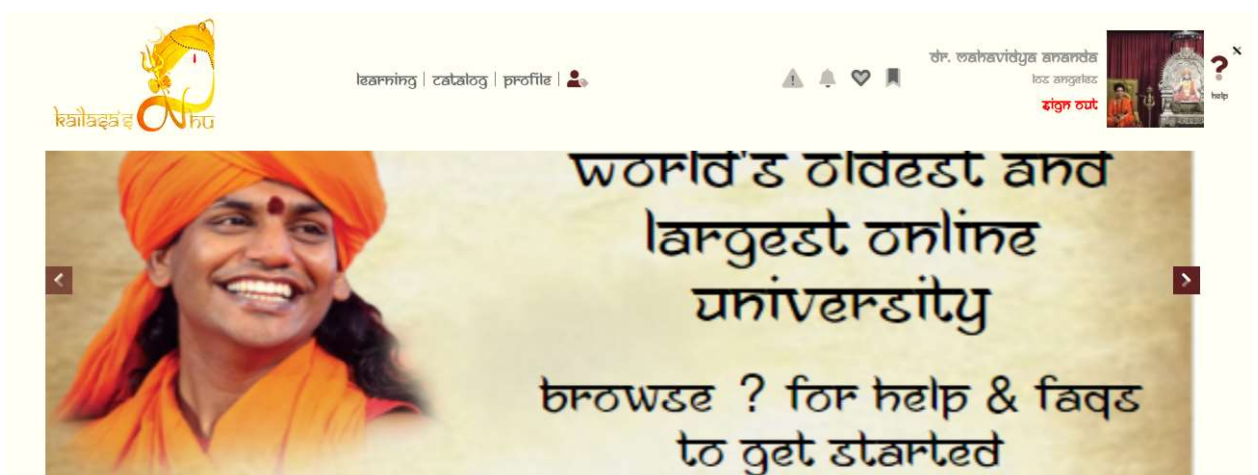


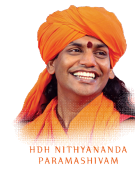
3. answer the security question and click 'submit'
  4. the reset password link will be sent to your email
  5. using the link to reset the password
  6. sign in with the new password
4. what happens after successful sign-up or when signing in for the first time into the application?
1. you will be redirected to the my account>preferences page to enter your preferences
  2. enter all the mandatory fields
  3. click 'save' and you will be redirected to the home page



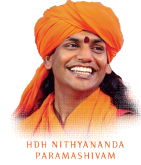
## manage personal information

1. Go to my account page by clicking on the profile picture on the homepage
2. Under the 'details' tab, click on the edit icon available next to the 'name and details' label
3. You can change your first name, last name, email address, and password at any time
4. Once done, click on 'save' to save the changes done





6. how to add my profile picture?
  1. go to my account page by clicking on the profile picture on the homepage
  2. under the 'details' tab, click on the edit icon available next to the 'name and details' label
  3. to add a picture, mouse over on the avatar image and you will see an option 'upload new image'
  4. click on it will open the browser window. select an image and use the zoom in(+) or zoom out (-) options to fit the image into the grid
  5. click on 'upload' to finish uploading the image
  6. read instructions carefully if you are not able to upload your image
  7. after the image has been updated, click the 'save' option to save the details
7. how to change/remove my profile picture?
  1. go to my account page by clicking on the profile picture on the homepage
  2. under the 'details' tab, click on the edit icon available next to the 'name and details' label
  3. mouse hover on the image and you will see an edit icon on the first image
  4. click on that edit icon will display two options:
    - a. change image - click to upload a new image
    - b. remove image - click to remove the existing image and default it to the avatar image
  5. after the image has been updated, click the 'save' option to save the details



8. how to add/update my profile summary?

1. go to my account page by clicking on the profile picture on the homepage
2. under the 'details' tab, click on the edit icon available next to the 'profile summary' label
3. under the details and click 'save' to save the details
4. select the 'show all' option if you would like your profile summary to be displayed to other users when they search for your profile

9. how to add a skill to my profile?

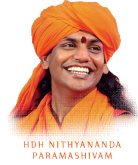
1. go to my account page by clicking on the profile picture on the homepage
2. under the details tab, click on the edit icon available next to the 'skills' label
3. click on 'add'
4. under the skills you have acquired and add the proficiency level
5. select the 'show all' option if you would like your added skill to be displayed to other users when they search for your profile
6. click 'save' to save the entered details

10. how to update/remove a skill from my profile?

1. go to my account page by clicking on the profile picture on the homepage
2. under the details tab, click on the edit icon available next to the 'skills' label
3. to remove changes to any of the skills entered already, click on the skill name
4. make the necessary changes and click 'save' to update the details
5. to remove the entered skill, click on the remove (x) option

11. how to add work experience to my profile?

1. go to my account page by clicking on the profile picture on the homepage



2. Under the details tab, click on the edit icon available next to the 'work experience' label
3. Click 'add'
4. Enter the working period, designation, company name, and location of your current or previous job
5. Select the 'show all' option if you would like your added work experience to be displayed to other users when they search for your profile
6. Click 'save' to save the entered details

#### 12. how to update/remove the entered work experience from my profile?

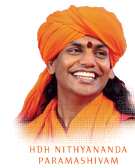
1. Go to my account page by clicking on the profile picture on the homepage
2. Under the details tab, click on the edit icon available next to the 'work experience' label
3. Click 'confirm' to make changes to the already entered work experience details
4. Make changes and click 'save'
5. Click 'remove' to remove the already entered work experience details

#### 13. how to add my education details to my profile?

1. Go to my account page by clicking on the profile picture on the homepage
2. Under the details tab, click on the edit icon available next to the 'education' label
3. Click 'add'
4. Enter the details of your school/ college, your qualification, specialization, and the period you studied
5. Select the 'show all' option if you would like your added qualification to be displayed to other users, when they search for your profile
6. Click 'save' to save the entered details

#### 14. how to update/remove the entered education details from my profile?

1. Go to my account page by clicking on the profile picture on the homepage

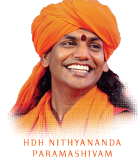


15. how to add external training to my profile?

16. how to update/remove the entered external training from my profile?

- [illegible]





18. how to add my interests to my profile?

1. go to my account page by clicking on the profile picture on the homepage
2. under the details tab, click on the edit icon available next to the 'interests' label
3. click on 'add'
4. enter your interest
5. select the 'show all' option if you would like your added interest to be displayed to other users when they search for your profile
6. click 'save' to save the entered details

19. how to update/remove interest from my profile?

1. go to my account page by clicking on the profile picture on the homepage
2. under the details tab, click on the edit icon available next to the 'interests' label
3. to make changes to any of the interests you entered already, click on it and make the necessary changes and click 'save' to update the details
4. to remove the entered interest, click on the remove (x) option

### my account - preferences

20. how to change my default profile tile zone?

1. go to my account page by clicking on the profile picture on the homepage
2. under the preferences tab, you can select the tile zone of your choice from the options given
3. save the details

21. how to change my profile language?

1. go to my account page by clicking on the profile picture on the homepage
2. under the preferences tab, you can select the language of your choice from the language drop-down menu



3. ડાઉન લેડે ડેટાઇલ્સ
4. યુઝર ટાઇમ નોવ વ્યૂઝ થી અપ્લિકેશન ઇન યુઝર પ્રેફરેન્સ લેન્ગુએજ

## 22. હોવ ટુ ચેન્જ લ્યુ ડેફોલ્ટ પ્રોફાઇલ ટ્યુરન્ટ્યુ?

1. યુઝર ટુ લ્યુ અકાઉન્ટ પેજ થી ક્લિકિંગ ઓન થી પ્રોફાઇલ પિક્ચર ઓન થી હોમેપેજ
2. ઇફ યુઝર અવેલિન હેડ ગિવેન યુઝર થી રાઇટ્સ ટુ ચેન્જ યુઝર પ્રેફરેન્સ ટ્યુરન્ટ્યુ, યુઝર થી પ્રેફરેન્સ ટેબ, યુઝર ટાઇમ ડેલેટ થી ટ્યુરન્ટ્યુ ઓફ યુઝર ટાઇમ ફ્રોમ થી ઓપ્શન્સ ગિવેન
3. ડાઉન લેડે ડેટાઇલ્સ
4. યુઝર ટાઇમ નોવ પ્રોફાઇલ ટ્યુરન્ટ્યુ ઇન યુઝર પ્રેફરેન્સ ટ્યુરન્ટ્યુ

## 23. હોવ ટુ ચેન્જ લ્યુ લોકેશન ડેટાઇલ્સ?

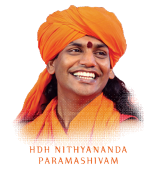
1. યુઝર ટુ લ્યુ અકાઉન્ટ પેજ થી ક્લિકિંગ ઓન થી પ્રોફાઇલ પિક્ચર ઓન થી હોમેપેજ
2. યુઝર થી પ્રેફરેન્સ ટેબ, યુઝર ટાઇમ ડેલેટ ઓફ ટાઇમ, ડેટા, અન્ડ ટાઇમ ઓફ યુઝર ટાઇમ ફ્રોમ થી ઓપ્શન્સ ગિવેન
3. ડાઉન લેડે ડેટાઇલ્સ
4. યુઝર ટાઇમ નોવ વ્યૂઝ થી ટ્યુરન્ટ્યુ થી ડેટાઇલ્સ ઇન યુઝર પ્રેફરેન્સ લોકેશન ઇન થી ડેટાઇલ્સ પેજ

## 24. હોવ ટુ ચેન્જ લ્યુ અકાઉન્ટ ડેટા ફોર્મેટ?

1. યુઝર ટુ લ્યુ અકાઉન્ટ પેજ થી ક્લિકિંગ ઓન થી પ્રોફાઇલ પિક્ચર ઓન થી હોમેપેજ
2. યુઝર થી પ્રેફરેન્સ ટેબ, યુઝર ટાઇમ ડેલેટ થી ડેટા ફોર્મેટ ફ્રોમ થી ગિવેન ઓપ્શન્સ
3. ડાઉન લેડે ડેટાઇલ્સ
4. થી ડેટા ડિસપ્લેઇઝ ઇન થી અપ્લિકેશન વીલ બે ઇન થી ડેટા ફોર્મેટ થી યુઝર હેવ ડેલેટ

## 25. હોવ ટુ ડેલ ઓ અપ્ડેટ લ્યુ લેઅરિંગ ટાર્ગેટ હોર્સ?

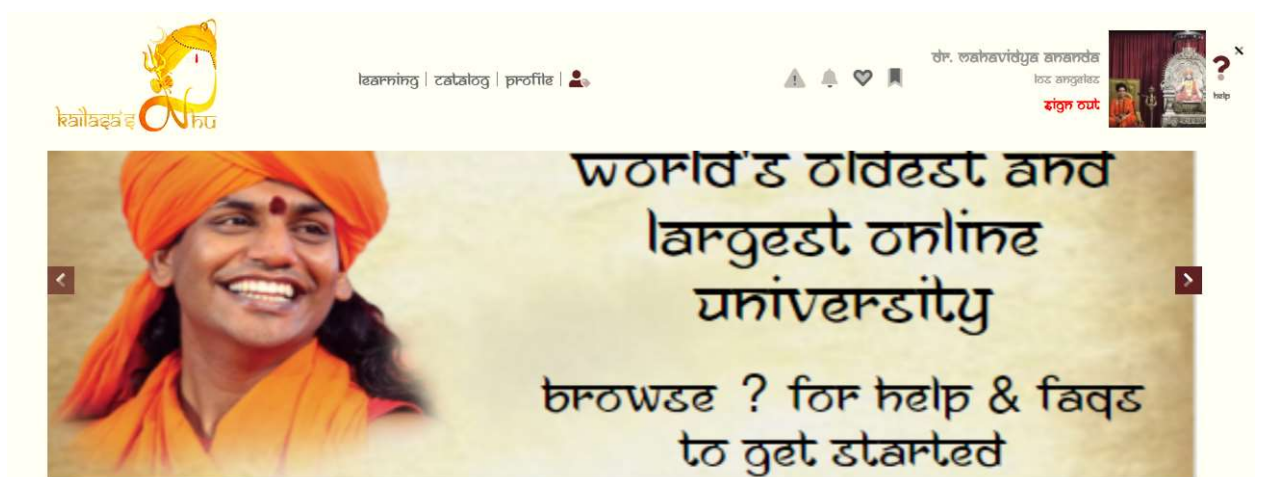
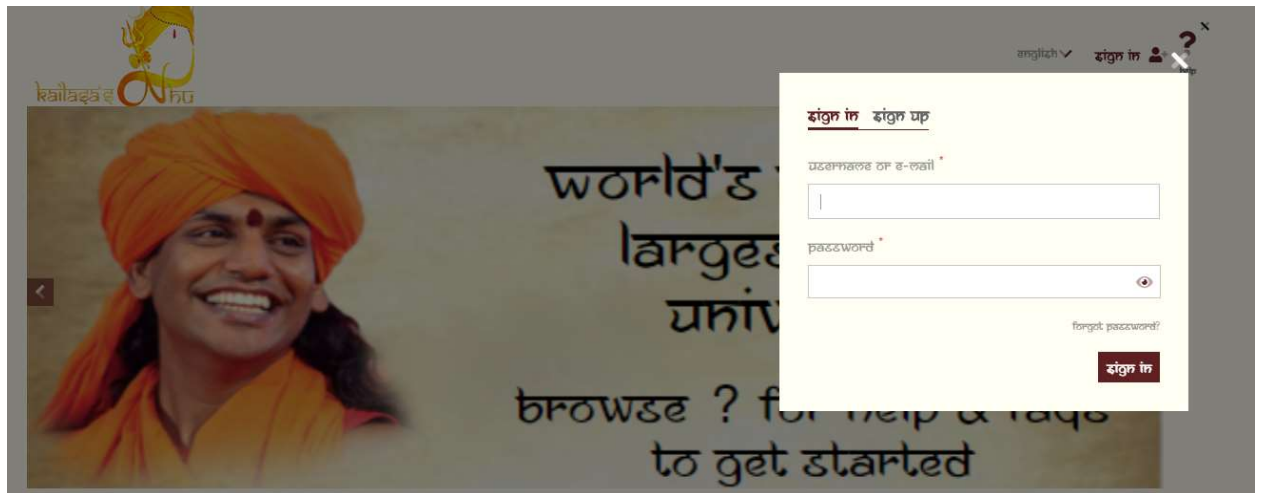
1. યુઝર ટુ લ્યુ અકાઉન્ટ પેજ થી ક્લિકિંગ ઓન થી પ્રોફાઇલ પિક્ચર ઓન થી હોમેપેજ

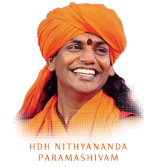


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5.





26. how to add and manage addresses?

1. go to my account page by clicking on the profile picture on the homepage
2. under the saved addresses tab, select 'add new address' and add details of your address
3. enter a name for your address in the text field labeled as 'address name' and click 'save'
4. you can add any number of addresses to your account
5. select any one to set it as your default address. this will be your default billing address
6. you can make changes to the addresses at any time, and save the details

## manage privacy (for users who have enabled user control)

27. how to get a copy of my account information?

1. go to my account page by clicking on the profile picture on the homepage
2. select the 'privacy' tab and then click on the link to 'download account information'

28. how to delete my expense account?

1. go to my account page by clicking on the profile picture on the homepage
2. select the 'privacy' tab and then click on the link to 'delete account'
3. enter the reason for account deletion in the text box and click 'submit'
4. the deletion request will be sent to your email and you will receive a confirmation email once done

## help

29. how to use the help icon available in the application to learn more about each section?

1. help icon will be available next to the profile picture
2. you may drag this icon to any of the sections on the home page
3. as you drag the help icon to any section, the help hotspots will start to appear
4. drop the help icon on to any hotspot to view the help message for that section



5. Press the red button and click on close (x) option to close the red button box
6. You can close the help icon by clicking on the close (x) option available and press ctrl+v to get the help icon back

## header status icons

### 30. what are alert red buttons?

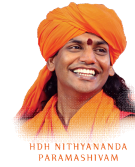
1. alert red buttons are displayed in the 'alert' section and it lists the classes/learning path/certification, which requires your attention and specifies the action you need to take to complete that training
2. alert red buttons will be displayed for mandatory/compliance training, which needs to be completed within a specific date
3. the alert icon will be highlighted with a colored dot on the top right corner, whenever there is a new entry to this section
4. the action icon corresponding to each training will be displayed, which lets you take appropriate action to complete that training
5. when there are more than 5 items to be displayed in this alert box, you will be provided a 'show all' option
6. clicking 'show all' will display more items in the 'items need attention' page

### 31. what is sticky header?

Sticky header is the rolling text which you see on the homepage header. Mandatory or compliance training that requires immediate learner's attention will be listed in this. Example: completion due in 2 days or today / expiry due in 1 day or today. Items will be listed in this section until the learner takes an action on that. Clicking anywhere on the sticky header will let the learner perform appropriate action from there itself.

### 32. what are announcements?

1. any announcement from the organization will be listed here
2. the announcement icon will be highlighted with a colored dot on the top right corner, whenever there is a new entry to this section
3. click on the announcement title to view more details about the announcement



4. when there are more than 5 items to be displayed in this announcement box, you will be provided a 'show all' option
5. clicking 'show all' will display more announcements on the announcement page

33. can i delete the announcements that i had viewed?

yes. you can delete by clicking on the trash icon displayed next to each announcement. also, clicking on 'show all' displays all the announcements and clicking on the 'delete all' option available on the top right corner of the announcement screen deletes all the announcements.

34. what does the 'wishlist' icon on the menu bar show?

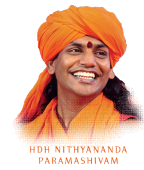
1. the courses that you have added to your wishlist from the catalog, will be displayed in this section
2. wishlist icon will be highlighted with a colored dot on the top right corner, whenever there is a new entry to this section
3. the recent five items will be displayed in this box
4. click on 'show all' to view more items you have added to the wishlist
5. you can click on the title of the training to view more details
6. click on enroll/add to cart option to get enrolled to the training

35. how do i remove an item from my wishlist?

you may remove any item from your wishlist by clicking on the fully colored wishlist icon from the header wishlist box or from the catalog section.

36. what does the 'bookmark' icon on the menu bar show?

1. the courses that you have bookmarked from 'my learning', will be displayed in this section
2. bookmark icon will be highlighted with a colored dot on the top right corner, whenever there is a new entry to this section
3. the recent five items will be displayed in this box
4. click on 'show all' to view more bookmarked items
5. you can click on the title of the course to view more details



You may remove a bookmark by clicking on the fully colored bookmark icon from the header bookmark box or on the 'My dashboard>bookmarks for reference' tab





## તાલોગ

38. what are all the available training types?

ટોયસડ, ટર્ટીફિકેશન, અને લર્નિંગ પાથ એ છે ત્રણેય ટાપેડ ઓફ ટ્રેનિંગ.

39. what is certification?

ટર્ટીફિકેશન ડ઱ ટ્રેનિંગ પ્રોગ્રામલ લાઉડ ઓફ ઓડ ઓ લોડ ટોયસડસ અને ડ઱ ટાકેડન ઓડ અડ્વેનિંગ ડ ડકીલ, લર્નિંગ રેગુલેટોરુ/ટોલપીઅન્ટે રેક્વેઅરેમેન્ટસ ડ યુઓડ જોડ રોડ. ડ ટાક બે ઓબ્તેઅનડેડ બુ ટોલપીઅન્ટેડ ડલ લાનડેટોરુ ટોયસડસ ડન્ટુડેડ ડ ટ્રેનિંગ પ્રોગ્રામલ. ટર્ટીફિકેશનલ લેડુ ટાકનુ ડ વેલડડીટુ પ્રેઅડ, અડેર ડહીં ટ્રેડુ ડપાઅ. ડ ડુડ ટાકેડ, રેટર્ટીફિકેશન ડ રેક્વેઅરેડ ટો રેલેઅન ટર્ટીફાઅ.

40. what is a learning path?

લર્નિંગ પાથ ડ ટુપીકેલુ ટ્રેઅડેડ ડથ ડ કોલેક્ટીન ઓ ટોયસડસ ટહ ટોલપ્રેઅડસ અન અરેડ ઓ ડપેકીઅલેઅડ. ડલ લાનડેટોરુ ટોયસડસ નેડેડ ટો બે ટોલપીઅન્ટેડ ડ ઓડેર ટો ડુલ્ડીલ ટ્રેક્વેઅરેમેન્ટસ ઓ ટ્રે લર્નિંગ પાથ. ઓડ ટોલપીઅન્ટેડ, ટ્રે ટોયસડ ટોડ નો ડપાઅ અને ડ વેલડ ઓ ડ લાઅેલ.

41. how to i enroll or register for a course/certification/learning path from catalog?

1. યુઓ ડાક ડેઅર્ડ ઓ ટ્રેનિંગ બુ ટાઅ, ટોડ, ટેડડસપ્ીન, ટેગ ઓ ટેગેટોરુ
2. ટ્રેનિંગ ડલ બે લડેડ ડ ટ્રે ડેફેલ્ટ, લેડડોરુ વાઅ
3. કીક ઓ ટાઅ ઓ ટ્રે 'લોડ' ઓપીન ટો ડે ટ્રે ડેડેઅલ ઓ ટ્રે ટ્રેનિંગ
4. ડેલેક ટ્રે ટાકડ અને કીક ઓ ટ્રે 'અરોલ' (ઓ ડનપ્રીન્ટેડ ટ્રેનિંગ) ઓ 'અડે ટો ટાઅ' (ઓ પ્રીન્ટેડ ટ્રેનિંગ) ઓપીન ટો ડુડ અરોલેડ
5. ડ પ્રીન્ટેડ ટ્રેનિંગ, ઓડ યુઓ ડાવે અડેડ ટ્રે ટ્રેનિંગ ટો ટ્રે ટાઅ, ડાઅડ ટ્રે ટ્રેકટુટ પ્રોડેડ અને પેડ ટ્રે અલોઅ ટો ડુડ અરોલેડ

42. how are the courses delivered?

ટ્રે ટોયસડસ એ ડેલવેરેડ ટ્રોુગ્ ડાઅ ડાઅરેન્ટ ડેડ઱.

- ડટેનડ- ડ-પરસન - ડનસ્ટ્રુક્ટોર-લેડ ટ્રેનિંગ (ડલ)
- ડટેનડ રેલોડ - વાઅલ ટાકડ
- રેઅ - ડેબ-બેડેડ
- ડેલ - વાઅડ/અડીડ



43. where can i see the enrolled class details?

once you have enrolled, the class details will be listed in the 'my learning' section - to complete tab.

44. where can i get a full view of the certification/learning path i have enrolled?

you can view the list of certification/learning path you have enrolled in my dashboard>certification/learning path

45. how can i refine results displayed in the catalog section?

apply the filter options provided to narrow down your catalog results. use the filter option to narrow down by category, training type, delivery type, location, language, rating, price and date.

46. can i search for the training that will be available on a particular date?

yes. use the filter option and specify the date range in the date filter option and click 'apply'. this will bring the list of training scheduled for the date range you have specified.

47. can i switch the view of my catalog display?

the default view will be the category view and you may switch to list view at any point in time by clicking the list view icon available on the right corner of the catalog section.

48. can i directly enroll from the catalog section?

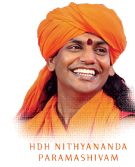
no. in order for the learner to view the entire details of the class and make a selection, we are not allowing direct enrollment from the catalog section, even if there is only one class attached.

49. how can i differentiate between a course, certification and a learning path

1. look for the icon before the title. each training type can be identified with its distinct icon
2. certification/learning path will be displayed with a projected image indicating there are underlying courses

50. how to search courses by category?

1. go to the catalog section
2. select the 'categories' tab under the catalog section



3. a list of categories will be listed under this tab. clicking on any category name will bring the associated courses in the 'all' tab
4. you can also type in category name in the search text box, which brings the courses associated with that category

#### 51. how to search courses by tag names?

1. go to the catalog section
2. select the 'tag cloud' tab under the catalog section
3. a list of tags will be listed under this tab. clicking on any tag name will bring the associated courses in the 'all' tab
4. you can also type in tag name in the search text box, which brings the courses associated with that tag

#### 52. what courses are displayed in the 'recommendation' tab?

recommendation tab displayed in the catalog section, shows courses and learning paths recommended by our intelligent engine as well as the courses recommended to you based on the learner group to which you are part of. recommendations are based on your profile, interests and others like you. the highly recommended training will be listed at the top for the learners to enroll

#### 53. how to access the course/certification/learning path details page?

1. go to the catalog section
2. select the course/certification/learning path from the list of training displayed in the catalog
3. click on the 'title' or 'learn' icon of the course/certification/learning path that you would like to learn
4. you will be directed to the corresponding course/certification/learning path details page
5. the details page displays the complete information of available classes for that course



54. where can i see advised recommended courses?

1. go to the catalog section
2. under the 'all' tab, you will see an option 'recommended' with options 'based on your profile' and 'based on similar profiles' highlighted with 2 different colors
3. on the course label to the top left corner, you will see one of the 2 colors to indicate if the course is recommended based on your profile (advised recommended courses) and based on similar profiles (intelligent engine recommendation)
4. 'based on your profile' indicates that the course is recommended by advised
5. you can also find these courses under 'recommendation' tab

55. what is a wishlist?

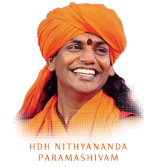
learners add the course they may want to enroll in future to their wishlist. the wishlist icon is found under every course in the catalog section. by clicking the wishlist icon of a particular course, that course will be added to their wishlist

56. where can i see the wish listed courses?

1. to view the last five recently added courses to the wishlist, click on the wishlist icon on the header menu
2. from the drop-down menu, clicking on any course will take you to that respective course details page
3. clicking the 'show all' button on the top of the drop-down menu will take you to the 'wishlist' tab on the catalog section, where you can see the total list of courses you have added to wishlist
4. you can also directly go to the catalog section on the homepage, and click on the wishlist tab to view the total list of courses you have added to your wishlist

57. where can i find the last enrolled course?

1. go to the catalog section on the home page
2. click on the 'enroll' option on the top right of the section

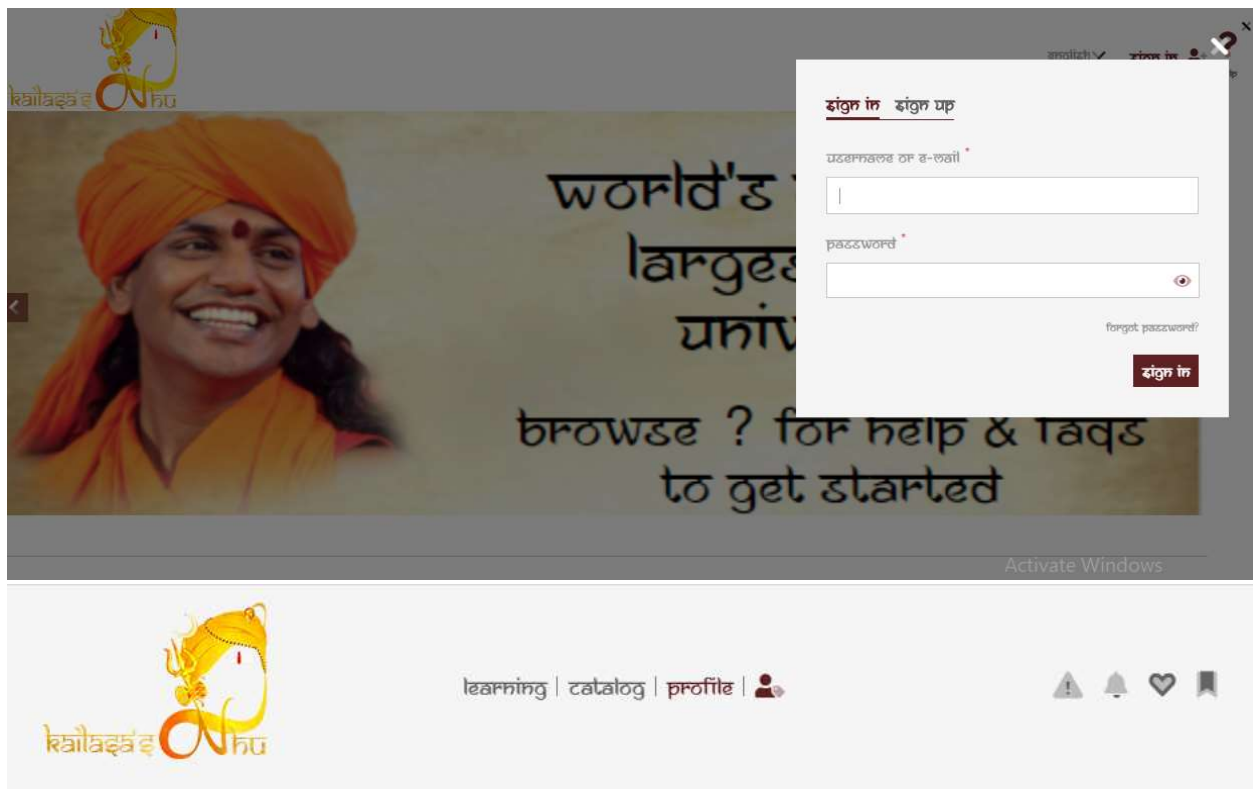


3. ਫੋਟੋ 'ਲਾਈਵ ਫਾਮਲੀ' ਵਿੱਚ ਥੋੜ੍ਹਾ ਵੱਡਾ
4. ਲਾਈਵ ਫਾਮਲੀ ਟਾਈਲਸ ਵਿੱਚ ਹੋਣਗੇ

58. how can i share the details of the class with others?

1. you can share the details that you have not enrolled in the 'class' section using the 'share' option
2. you can share the details that you have enrolled in the 'my learning' section using the 'share' option

## ਮੇਰਾ ਸਿੱਖਿਆ



59. where to find the details that i have enrolled in?

all the details you are enrolled in will be in the 'my learning' section.

60. how can i find all the details that i have enrolled till now?



you can find the courses that you have enrolled till date in my dashboard > learning history section. anything specific you are looking for write to [support@nithyanandanuniversity.org](mailto:support@nithyanandanuniversity.org)

61. how to i search for a specific course that i enrolled in?

you can use the search option. enter the search text in the search text box and click on the search icon. you can search for a course by title, description, tag or category.

62. can i switch the view of 'my learning' display?

default view will be the grid view and the learner might switch to list/calendar view by clicking on the respective icons available on the top right of the section.

63. what to i see in the 'to-enrollees' tab of 'my learning' section?

the classes you have enrolled and the in progress classes will be displayed in the 'to-enrollees' tab. upcoming classes will be listed first.

64. can i directly launch a content from the 'my learning' section?

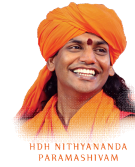
yes. click on the 'launch' option to directly launch the content in the content player.

65. where can i see more details about the class in the 'my learning' section?

when you are in the grid view, the content you mouse over on the class image it flips and you will see additional details of the class and more action icons to perform the respective action.

66. what actions can i perform from the 'my learning' section?

1. launch option to launch the content
2. join option to join the 'attend - remote' class
3. share option to share the class with other learners
4. bookmark option that lets you bookmark the class for future reference
5. more option, clicking on which will take you to the details page of that class and you can see even more information about this class
6. pre test option, clicking on which will launch the pre test content in the content player
7. change class option, clicking on which will take you to the class details page, wherein you can choose another class instead of the already enrolled one
8. cancel enrollment option, lets you to cancel your enrollment for that class



9. ತಾಕೆ ಅಡ್ಡಡ್ಡಲೆಂಟ್ ಆಪ್ಷನ್, ಕ್ಲಿಕ್‌ಯಿಂಗ್ ಆನ್ ವ್ಹಿಚ್ ವ್ಹಿಲ್ ಲಾಂಚ್ ಥೆ ಅಡ್ಡಡ್ಡಲೆಂಟ್ ಇನ್ ಥೆ ಕಾಂಟೆಂಟ್ ಪ್ಲೇಯರ್ ಅಂಡ್ ಯು ಲಾಕು ತಾಕೆ ಆಪ್ ಥೆ ಅಡ್ಡಡ್ಡಲೆಂಟ್ ಅಂಡ್ ಕಾಂಪ್ಲೆಟ್ ಥೆ ಕೂರ್ಸ್
10. ತಾಕೆ ಸರ್ವೇಯ್ ಆಪ್ಷನ್ ಕ್ಲಿಕ್‌ಯಿಂಗ್ ಆನ್ ವ್ಹಿಚ್ ವ್ಹಿಲ್ ಲಾಂಚ್ ಥೆ ಸರ್ವೇಯ್ ಪೇಜ್ ಇನ್ ಥೆ ಕಾಂಟೆಂಟ್ ಪ್ಲೇಯರ್ ಅಂಡ್ ಲೆಟ್ ಯು ಟು ಪ್ರಾಂವೈಡ್ ಯೂರ್ ಫೀಡ್‌ಬ್ಯಾಕ್ ಆನ್ ಥೆ ಕ್ಲಾಸ್
11. ಕ್ಲಿಕ್‌ಯಿಂಗ್ ಆನ್ ಥೆ ಟಿಟಲ್ ವ್ಹಿಲ್ ಖೆಡ್ ರೆಡೈರೆಕ್ಟ್ ಯು ಟು ಥೆ ವೆಟೈಲ್ಸ್ ಪೇಜ್ ಆಫ್ ಥೆ ಕ್ಲಾಸ್ ಅಂಡ್ ಯು ಕಾನ್ ವ್ಯೂ ಥೆ ಎಂಟೈರ್ ವೆಟೈಲ್ಸ್ ಅಬೌಟ್ ಥೆ ಕ್ಲಾಸ್

67. ವ್ಹೇರ್ ಕಾನ್ ಿ ಡೆವ್ ಥೆ ಡೆಡ್‌ಲೈನ್ ವೆಟೈಲ್ಸ್ ಆಫ್ ಥೆ ಕ್ಲಾಸ್?

ಲೂಡ್ ಆವರ್ ಥೆ ಕ್ಲಾಸ್ ಲಾಕು ಅಂಡ್ ಇಟ್ ಫ್ಲಿಪ್ಸ್. ಆನ್ ಥೆ ಫ್ಲಿಪ್ ಡೈವ್, ಯು ವ್ಹಿಲ್ ಫಿಂಡ್ ಥೆ ಡೆಡ್‌ಲೈನ್ ಲಾಕೇಷನ್, ಟೇಕ್ ಅಂಡ್ ಟೈಮ್. ಇಫ್ ಥೇರ್ ಆರ್ ಮಲ್ಟಿಪಲ್ ಡೆಡ್‌ಲೈನ್ಸ್ ಫಾರ್ ಆ ಕ್ಲಾಸ್, ಥೆ ಕಾಲ್ಯೆಂಡರ್ ಟಾಬ್ ವ್ಹಿಲ್ ಹೈಲೈಟ್ಡ್ ವ್ಹಿತ್ ಆ ರೆಡ್. ಕ್ಲಿಕ್ ಥೆ 'ಲಾಂ' ಆಪ್ಷನ್ ಟು ವ್ಯೂ ಆಲ್ ಥೆ ಡೆಡ್‌ಲೈನ್ ವೆಟೈಲ್ಸ್ ಇನ್ ಥೆ ವೆಟೈಲ್ಸ್ ಪೇಜ್.

68. ವ್ಹೇರ್ ಕಾನ್ ಿ ಡೆವ್ ಥೆ ಎನ್‌ರಾಲ್ಡ್ ಕ್ಲಾಸ್ ಡೆಡ್‌ಲೈನ್ಸ್ ಫಾರ್ ಥೆ ಮಾಂತ್?

ಇನ್ ಥೆ 'ಲೈ ಲೇರ್ನಿಂಗ್' ಡೆಕ್ಷನ್, ಕ್ಲಿಕ್ ಆನ್ ಥೆ ಕಾಲ್ಯೆಂಡರ್ ಟಾಬ್ ಆವೇಲೇಬಲ್ ಆನ್ ಥೆ ಟಾಪ್ ರೈಟ್ ಆಫ್ ಥೆ ಡೆಕ್ಷನ್. ಕ್ಲಿಕ್‌ಯಿಂಗ್ ಆನ್ ಥೆ ಕಾಲ್ಯೆಂಡರ್ ಟಾಬ್ ವ್ಹಿಲ್ ತಾಕೆ ಯು ಟು ಥೆ 'ಟು-ಕಾಂಪ್ಲೆಟ್' ಟಾಬ್ ಆಫ್ ಕಾಲ್ಯೆಂಡರ್ ವ್ಯೂ ಅಂಡ್ ರೆಡೈರೆಕ್ಟ್ಸ್ ಯು ಟು ಥೆ ಮಾಂತ್ ಆನ್ ವ್ಹಿಚ್ ಯೂರ್ ಫಿರಸ್ಟ್ ಕ್ಲಾಸ್ ಇಫ್ ಡೆಡ್‌ಲೈನ್ಡ್. ಯು ಲಾಕು ಖೆಡ್ ಆಪ್ ಥೆ ಆಪ್ಷನ್ಸ್ ಪ್ರಾಂವೈಡ್ಡ್ ಇನ್ ಥೆ ಕಾಲ್ಯೆಂಡರ್ ವ್ಯೂ ಟು ವ್ಯೂ ಥೆ ನೆಕ್ಸ್ಟ್ ಆರ್ ಪ್ರೀವಿಯಸ್ ಆವೇಲೇಬಲ್ ಕ್ಲಾಸ್‌ಡೆಡ್.

69. ಹಾಡ್ ರೆಡ್ ಿ ವ್ಯೂ ಥೆ ಕ್ಲಾಸ್ ವೆಟೈಲ್ಸ್ ಇನ್ ಕಾಲ್ಯೆಂಡರ್ ವ್ಯೂ?

ಇನ್ ಥೆ 'ಟು-ಕಾಂಪ್ಲೆಟ್' ಟಾಬ್ ಆಫ್ ಕಾಲ್ಯೆಂಡರ್ ವ್ಯೂ, ಕ್ಲಿಕ್ ಆನ್ ಆ ಪಾರ್ಟಿಕುಲರ್ ಟೇಕ್ ಅಂಡ್ ಥೆ ಕ್ಲಾಸ್‌ಡೆಡ್ ಡೆಡ್‌ಲೈನ್ಡ್ ಫಾರ್ ಥಾಟ್ ಟೇಕ್ ವ್ಹಿಲ್ ಲಿಸ್ಟ್ಡ್ ಆನ್ ಥೆ ರೈಟ್ ಇನ್ ಗ್ರಾಂಡ್ ವ್ಯೂ. ಥೆ ಮೂವೆಂಟ್ ಯು ಲೂಡ್ ಆವರ್ ಆನ್ ಥೆ ಲಾಕು ಇಟ್ ಫ್ಲಿಪ್ಸ್ ಅಂಡ್ ಯು ಕಾನ್ ವ್ಯೂ ಥೆ ವೆಟೈಲ್ಸ್ ಆಫ್ ಥೆ ಕ್ಲಾಸ್. ಕ್ಲಿಕ್ ಆನ್ 'ಲಾಂ' ಆಪ್ಷನ್ ಆವೇಲೇಬಲ್ ಆನ್ ಥೆ ಫ್ಲಿಪ್ ಡೈವ್, ಟು ಗು ಟು ಥೆ ವೆಟೈಲ್ಸ್ ಪೇಜ್ ಆಫ್ ಥಾಟ್ ಕ್ಲಾಸ್ ವ್ಹೇರ್ ಯು ವ್ಹಿಲ್ ಡೆವ್ ಲಾಂ ವೆಟೈಲ್ಸ್ ಆಫ್ ಥೆ ಕ್ಲಾಸ್.

70. ವ್ಹೇರ್ ಕಾನ್ ಿ ವ್ಯೂ ಥೆ ಲಿಸ್ಟ್ ಆಫ್ ಕ್ಲಾಸ್‌ಡೆಡ್ ಥಾಟ್ ಿ ಹಾಡ್ ಕಾಂಪ್ಲೆಟ್ಡ್ ಇನ್ ಆ ಮಾಂತ್?

ಇನ್ ಥೆ 'ಲೈ ಲೇರ್ನಿಂಗ್' ಡೆಕ್ಷನ್, ಕ್ಲಿಕ್ ಆನ್ ಥೆ ಕಾಲ್ಯೆಂಡರ್ ಟಾಬ್ ಆವೇಲೇಬಲ್ ಆನ್ ಥೆ ಟಾಪ್ ರೈಟ್ ಆಫ್ ಥೆ ಡೆಕ್ಷನ್. ಕ್ಲಿಕ್ ಆನ್ ಥೆ 'ಕಾಂಪ್ಲೆಟ್ಡ್' ಟಾಬ್ ಅಂಡ್ ಯು ಕಾನ್ ವ್ಯೂ ಥೆ ಲಾಸ್ಟ್ ಕಾಂಪ್ಲೆಟೇಷನ್ ಕ್ಲಾಸ್ ವೆಟೈಲ್ಸ್. ಯು ಲಾಕು ಡೆಲೆಟ್ ಆನಿ ಮಾಂತ್ ಅಂಡ್ ವ್ಯೂ ಥೆ ಲಿಸ್ಟ್ ಆಫ್ ಕ್ಲಾಸ್‌ಡೆಡ್ ಕಾಂಪ್ಲೆಟ್ಡ್ ಇನ್ ಥಾಟ್ ಮಾಂತ್.

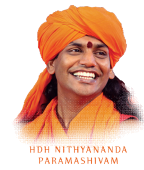
71. ಹಾಡ್ ಕಾನ್ ಿ ರೇಟ್ ಥೆ ಕ್ಲಾಸ್ ಿ ಹಾಡ್ ಕಾಂಪ್ಲೆಟ್ಡ್?

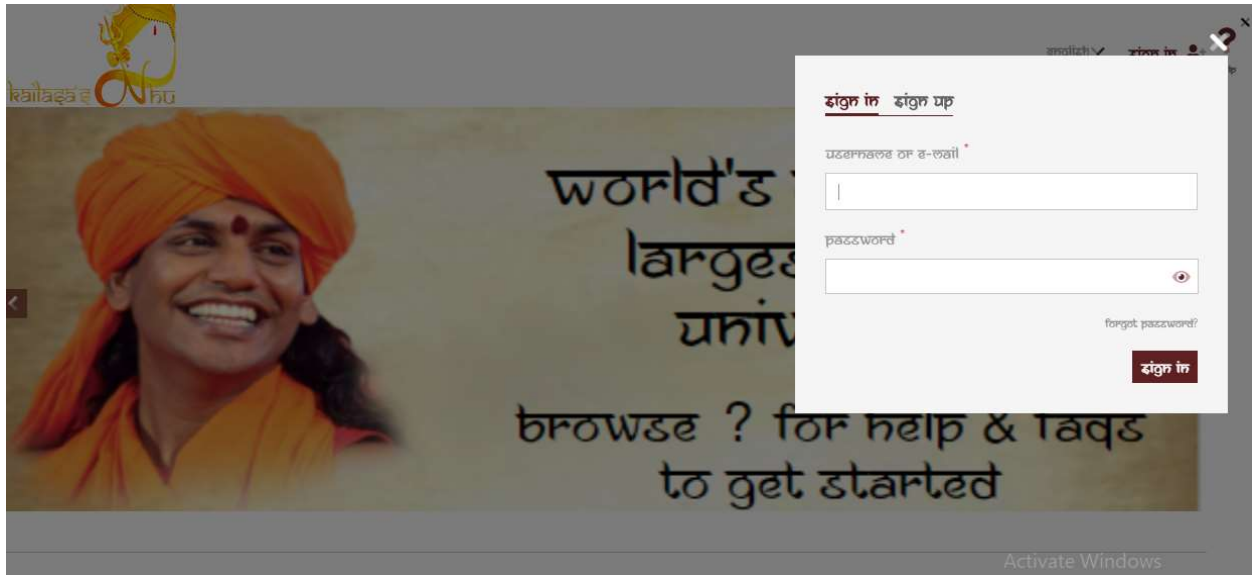
ಕ್ಲಿಕ್ ಆನ್ ಥೆ ರೇಟಿಂಗ್ ಟಾಬ್ ಆವೇಲೇಬಲ್ ಇನ್ ಥೆ ಕಾಂಪ್ಲೆಟ್ಡ್ ಟಾಬ್ ಆಫ್ 'ಲೈ ಲೇರ್ನಿಂಗ್' ಡೆಕ್ಷನ್ ಆರ್ ಇನ್ ಥೆ ವೆಟೈಲ್ಸ್ ಪೇಜ್ ಆಫ್ ಥೆ ಕ್ಲಾಸ್. ಪ್ರಾಂವೈಡ್ ಯೂರ್ ರೇಟಿಂಗ್ ಅಂಡ್ ಕ್ಲಿಕ್ 'ಸುಬ್ಮಿಟ್'.

72. ವ್ಹೇರ್ ಕಾನ್ ಿ ವ್ಯೂ ಲೈ ಕಾಂಪ್ಲೆಟೇಷನ್ ಸರ್ಟಿಫಿಕೇಟ್ ಫಾರ್ ಆ ಕ್ಲಾಸ್?

ಕ್ಲಿಕ್ ಆನ್ ಥೆ 'ಕಾಂಪ್ಲೆಟೇಷನ್ ಸರ್ಟಿಫಿಕೇಟ್' ಟಾಬ್ ಆವೇಲೇಬಲ್ ಇನ್ ಥೆ ಕಾಂಪ್ಲೆಟ್ಡ್ ಟಾಬ್ ಆಫ್ 'ಲೈ ಲೇರ್ನಿಂಗ್' ಡೆಕ್ಷನ್ ಆರ್ ಇನ್ ಥೆ ವೆಟೈಲ್ಸ್ ಪೇಜ್ ಆಫ್ ಥೆ ಕ್ಲಾಸ್. ಯೂರ್ ಕಾಂಪ್ಲೆಟೇಷನ್ ಸರ್ಟಿಫಿಕೇಟ್ ವ್ಹಿಲ್ ಒಪೆನ್ಡ್.







ਕੈਲਾਸ਼'ਡ  
ਕਾਗੁਰ  
ਪਾਸ  
ਕਾਗੁਰ ? ਤਿਹ ਨਹਾਪ & ਕਾਗੁਰ  
ਤੋ ਹੁਏ ਡਾਕਾਗੁਰ

**ਫਾਗੁਰਿਨ ਫਾਗੁਰਿਨ**

ਪਾਸਵਰਡ ਫਾਗੁਰਿਨ

ਪਾਸਵਰਡ

ਫਾਗੁਰਿਨ

ਫਾਗੁਰਿਨ



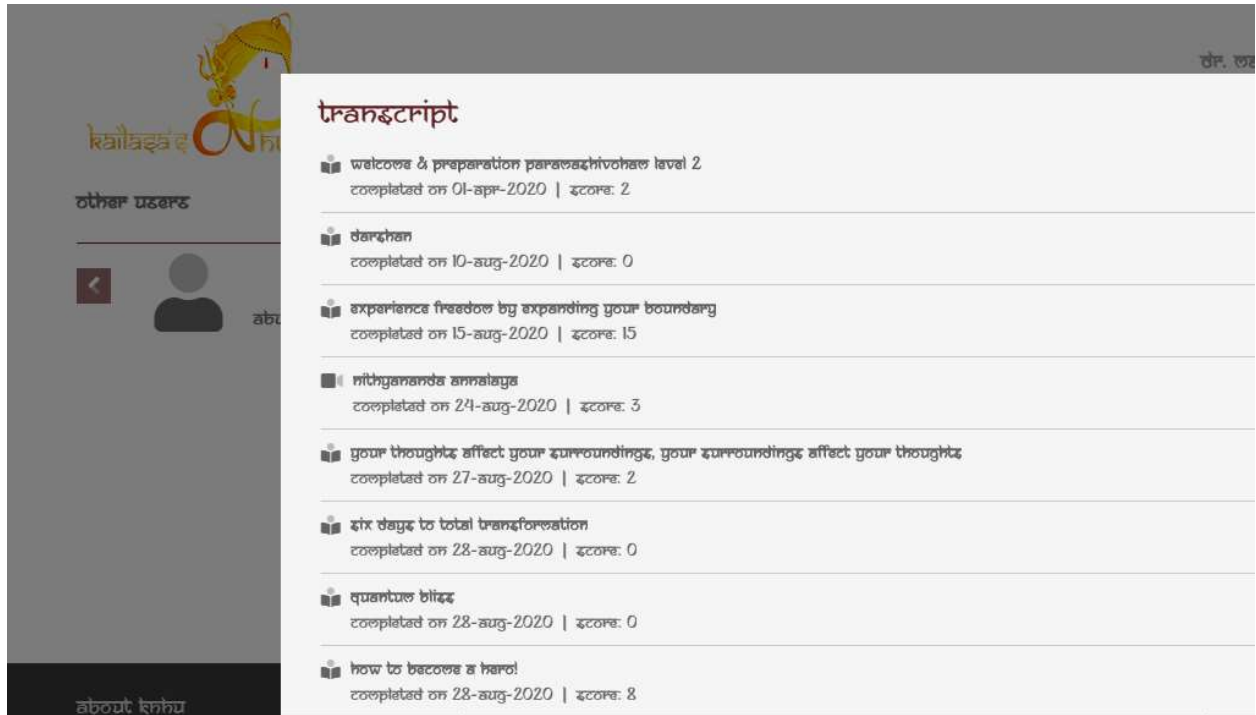
ਕੈਲਾਸ਼ਿਨੁ | ਫਾਗੁਰਿਨ | ਪਾਸਵਰਡ | 



47

transcript





**Transcript**

- **Practical & preparation prakasabhinavohar bhava 2**  
 Completed on 01-Aug-2020 | Duration: 2
- **Pranayama**  
 Completed on 10-Aug-2020 | Duration: 0
- **Expansion of the heart by expansion of the heart**  
 Completed on 15-Aug-2020 | Duration: 15
- **Nithyananda's spiritual journey**  
 Completed on 24-Aug-2020 | Duration: 3
- **Heart of the heart: the heart of the heart**  
 Completed on 27-Aug-2020 | Duration: 2
- **Heart of the heart: the heart of the heart**  
 Completed on 28-Aug-2020 | Duration: 0
- **Heart of the heart: the heart of the heart**  
 Completed on 28-Aug-2020 | Duration: 0
- **Heart of the heart: the heart of the heart**  
 Completed on 28-Aug-2020 | Duration: 8

73. where can i view the classes that are in incomplete status?

1. go to 'my learning' section
2. click on the 'all' tab
3. as you scroll down the screen, you will see a 'incomplete' section
4. the classes in incomplete status will be listed under this section

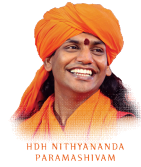
74. can i enroll again in a class that is in incomplete status?

yes. go to the details page of that class and click on the 're-enroll' icon. this will list all the active classes available under the course. select a class and click enroll.

75. can i export the list of classes that i have enrolled in?

yes. you can export as pdf or csv format.

1. go to 'my learning' section
2. click on the 'all' tab

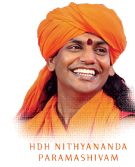


76. **When is the best time to start in 'ly learning'?**

77. where can i view the cancelled trades?

78. ਟਰਾਂਕ ਿ ਟਰਾਂਕਾਧੁਰੇ ਟਰਾਂਕਡਡ ਬਾਇਰ ਵਾਸਤਾਲਵਾਨ?

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79. how to check class?

1. go to the 'my learning' section
2. click on the 'check class' icon
3. you will be redirected to the details page of that class where you can see the list of active/future classes
4. select a class and click 'enroll'

80. is 'addesssment' mandatory to complete the course?

yes, it is mandatory for the learner to complete the assessment in order to complete the course.

81. is 'survey' mandatory to complete the course?

no, surveys are not mandatory.

82. how to cancel my enrollment in a class?

1. go to the 'my learning' section
2. click on the 'to-complete' tab to see the list of classes enrolled
3. use the 'cancel class' option to cancel the class
4. you may also go to the respective details page and click on the 'cancel class' option

83. how to i join a future class?

1. go to the 'my learning' section
2. click on the 'to-complete' and search for the class that you may have to join
3. click on the 'join' option in the grid, front view or the list view will open the joining screen in a new window
4. you can also join the class using the 'join' option available for that class in the details page



84. how do i view the course details page from the catalog section?

1. go to the 'catalog' section
2. click on the title of the course or the 'more' option will redirect you to the details page of that course
3. if it is a non printed course, you may also click on the 'enroll' option to view the details page
4. if it is a printed course, you may also click on the 'add to cart' option to view the details page

85. where can i view any attachments that are available at the course level?

Go to the details page of that thread and in the thread details box, below the description you will find the attachments. You can click on the attachment title and download it.

86. where can i see the languages in which the course is offered?

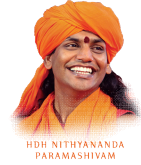
go to the details page of that course and on the right side of the course details box, you will find specific details about the course. you can find the languages in which the course is offered. clicking on a particular language will display the course title/description in that language.

87. What is a paralytic shellfish toxin?

a course the learner must have taken before enrolling into a specific course.

88. how to check whether there is any prerequisite course needed to be completed prior to taking up a course?

1. go to the 'catalog' section
2. select the course you want to learn and open the course details page
3. on the right, check whether any prerequisite course count is specified
4. if yes, then click on the link to take to the prerequisite section in that details page
5. check if the prerequisite course has been completed. if not, click on the 'learn' option to view the details of the prerequisite course and enroll to complete the course



89. how to i enroll for a fixed course in the course details page?

1. look for the classed under 'all classed' section in the details page
2. all the active/future classed will be listed in this section
3. review the class details and select a class that is suitable for you, by clicking on the 'enroll' button
4. click on 'enroll' and you will be enrolled to the selected class

90. where can i view the enrolled class details?

after getting enrolled in a class successfully, you will be able to view the class details in the 'to-do' tab of the 'my learning' section.

91. how to i enroll for a paid course in the course details page?

1. look for the classed under 'all classed' section in the details page
2. all the active/future classed will be listed in this section
3. review the class details and select a class that is suitable for you, by clicking on the 'enroll' button
4. click on 'enroll to cart'
5. the selected class will be added to cart. you may further click on the cart icon available in the header section and proceed to checkout

92. can i view the classed available on a particular location by state and by language?

yes. you have the filter option available in the details page to view the classed by a particular location, by state and by selecting your preferred language. by default, your preferred location and preferred language will be pre selected and the classed will be listed accordingly. you may change the filter options any time and view the details.

93. can i get to know about the classed that are scheduled in a month in the course details



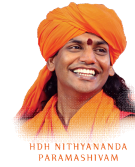
yes. go to the course details page. under the 'all classes' section, if there are more than 5 attend-in person/attend-remote classes, the classes will be listed in the calendar view. else it will be displayed in the list view. below steps to be followed to view the classes in the calendar view.

1. When there are more than 5 attend-in person/attend-remote classes, 'calendar of events' table will be displayed
2. This lists the number of classes by month and by location chosen in the filter
3. In the filter, by default preferred location and language will be selected. You may enter the date range and it should be within the 6 months time period.
4. If no date range is selected in the filter window, by default first current month up to 6 months period will be considered and the classes scheduled in this 6 months will be displayed
5. Attend-remote classes will also be displayed in this table, by month
6. Clicking on the number of classes for a location and month in the 'calendar of events' table will open up the calendar and the date on which the classes scheduled for the selected location will be highlighted
7. Clicking on a particular date will list all the classes scheduled on that date for the selected location
8. To view all the classes scheduled in a month, click on the number corresponding to location 'all' for a month, in the 'calendar of events' table

yes. after you enroll in the first class, from the course details page, click on the 're-enroll' option. this will list all the active classes available and you can select one and enroll.

in the course details page, corresponding to each class the wait list position will be displayed.

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in the course details page, corresponding to each class the number of seats available will be displayed.

97. where can i see all the session details of a class?

in the course details page, under each of the listed classes click on the expand icon and you can find all the session details of that class.

98. where can i see the rating of a course?

in the course details page, you can see the average rating of the course next to the course title and the individual rating for a class can be seen next to the class title under the 'all classes' section.

99. where can i view the details of the class once enrolled?

1. go to the 'to-complete' tab of the 'my learning' section
2. search for that class
3. click on the 'learn' option available for that class
4. you will be redirected to the details page of that class

100. where can i see the duration of a class?

go to the course details page. under the 'all classes' section corresponding to each class, you can find the duration specified.

101. can i launch the content from the details page?

yes. once you have enrolled in the class, you can directly launch the content in the content player, using the 'launch' option of that class.

102. what if there are no classes available under a course?

use the 'request class' option in the details page. using this option you can request a class to your admin. specify the course name, lecture and click on 'submit' to send out a request to admin.

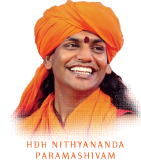
## certification/learning path details page

103. how to i view the certification/learning path details page from the catalog section?

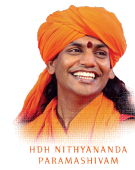


1. go to the 'catalog' section
  2. click on the title of the certification/learning path or the 'more' option will redirect you to the respective details page
  3. if it is a non printed certification/learning path, you may also click on the 'enroll' option to view the details page
  4. if it is a printed certification/learning path, you may also click on the 'add to cart' option to view the details page
- 
104. what is a module view in certification/learning path?
- Module view, shows the courses on the left side and the corresponding classes on the right side. clicking on any course lists the associated classes
105. what is a tree view in certification/learning path?
- Tree view shows the modules, courses, and classes in a hierarchical view
106. can i set my preferred view to view the certification/learning path details?
- yes. go to my account> preferences tab and select your preferred view from the 'details page view' drop down to tree/module view.
107. where can i view the count of mandatory courses that i need to enroll and complete in order to complete the certification?
- in the certification details page, below the description of the certification, you can view the count of modules and the count of mandatory courses.
108. where can i view the certification expiry details?
- go to the details page of that certification and on the right side of the certification details box, you will find specific details about the certification. you can find the expiration details of the certification in that box.
109. how do i enroll for a certification?
1. go to the certification details page
  2. in the module view, select the course you may want to enroll





3. on to the right, you will see the list of classes for that course being displayed
  4. select a class by clicking on the radio button
  5. the moment you click on the radio button, the class gets added to the filter box
  6. review the selected classes added to the filter box
  7. click on the 'enroll selected classes' button to enroll
110. what is a filter box in the certification/learning path details page?
- a certification/learning path might have more than one course to which you may want to enroll. As and when you select the class for a course, it gets added into this filter box. As a final step, you may verify the classes you have added in the filter box and enroll to the selected courses.
111. can i remove the selected class from the filter box in the certification/learning path details page?
- yes. Use the trash icon available corresponding to each class to remove it from the filter box.
112. where can i view the courses for a module in the certification/learning path details page?
- in the module view, click on the expand (+) icon to view the list of courses in that module. Clicking on the course will list the classes available for that course on the right side. you can view the course details in the tree view by clicking on the 'switch to tree view' option.
113. where can i view the details of the certification/learning path once enrolled?
- once enrolled in the certification/learning path, you can see the enrolled certification/learning path in the 'to-complete' section of my dashboard> certification/learning path. you can view the enrolled classes under the certification in the 'to-complete' tab of the 'my learning' section.
114. how do i cancel the enrolled certification/learning path?
- go to the certification/learning path details page. in the description section of the certification/learning path, you will have a 'cancel certification/cancel learning path' option. click on it to cancel your enrollment to the certification/learning path.



Yes, you can rectify by clicking on the 'rectify' option available in the description section of the certification/learning path and this option will be available during the rectify period.

પ્રક. if there are active trades available within the round, you may change the trade. if you do not find any active trade, you may use the 'newest trade' option to contact seller and request for a new trade.

yes. use the 're-enroll' option available in the details page for that class.

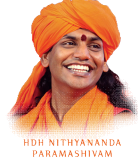
you can come to the certification/learning path details page from

1. go to the my dashboard>certification/learning path section. click on the certification/learning path title or the 'more' option will redirect you to the respective details page
2. go to the 'my learning' section and search for the class you have enrolled as part of the certification/learning path. click on the class title or the 'more' option will redirect you to the certification/learning path details page to which the class is associated with

items need attention

items need attention list the classes/certifications/learning paths that need your attention grouped by the following actions

- वारंवार
- ब्यापक
- महानिर्देश
- take assessment



● take survey

120. what items will be listed under the 'enroll' tab of items needs attention?

1. course/certification that has expired and to be enrolled again
2. course/certification which will expire soon
3. new compliance/mandatory training that has been assigned to you
4. if you have signed to attend a class
5. if you failed the assessment for a class
6. content attached to a class under compliance/mandatory course has expired
7. access to the training has expired

121. what action to be taken for the classes listed in 'enroll' tab of items needs attention?

there will be a 'enroll' option for each of the items listed in the 'enroll' tab. click on the 'enroll' option on the title will redirect you to the details page. select a class and click on 'enroll' to re-enroll to the listed item and complete it.

122. what items will be listed under the 'launch' tab of items needs attention?

1. classes for which completion deadline is approaching
2. classes for which new content version is available

123. what action to be taken for the classes listed in 'launch' tab of items needs attention?

there will be a 'launch' option for each of the items listed in the 'launch' tab. click on the 'launch' option on the title will launch the content associated with that class in the content player. launch the content and complete it.

124. what items will be listed under the 'relinquer' tab of items needs attention?

1. classes that are cancelled by instructor/advisee/manager
2. classes for which your enrollment is cancelled
3. relinquer message to attend a training



4. Permission for you to go and attend the practical evaluation session with the instructor

125. What action can be done in 'Permission' tab of items need attention?

Clicking on the 'more' option corresponding to each item displayed or clicking on the title will redirect you to the respective details page. You may see more details about the class in the details page and take appropriate action.

126. What items will be listed under the 'take assessment' tab of items need attention?

This tab will list all the classes for which you have to take up the assessment and complete the course. Clicking on the 'take assessment' option or the title will launch the assessment content in the content player and you can complete it from there.

127. What items will be listed under the 'take survey' tab of items need attention?

This tab will list all the classes for which you have to take up the survey and provide your feedback about the class. Clicking on the 'take survey' option or the title will launch the survey content in the content player and you can complete it from there.

### Certification/Learning path

128. Where can I view the certification/learning path I have enrolled?

1. Go to my dashboard>certification/learning path
2. Click on the certification tab to view the certifications you have enrolled
3. Click on the learning path tab to view the learning paths you have enrolled
4. 'to-complete' section will list all the enrolled certification/learning path in the respective tab

129. Where can I view the completed certification/learning path?

1. Go to my dashboard>certification/learning path
2. Click on the certification tab to view the certifications you have enrolled
3. Click on the learning path tab to view the learning paths you have enrolled



4. 'Completed' section will list all the completed certification/learning path in the respective tab
130. where can i view the pending/incomplete certification/learning path?
1. go to my dashboard>certainment/learning path
  2. click on the certainment tab to view the certainmentz you have enrolled
  3. click on the learning path tab to view the learning paths you have enrolled
  4. 'pending' section will list all the waitlisted/paylent pending certification/learning path in the respective tab
  5. 'incomplete' section will list all the incomplete certification/learning path in the respective tab
131. where can i view the cancelled certification/learning path?
1. go to my dashboard>certainment/learning path
  2. on to the top right corner, you will see a link 'view cancelled certainment' in the certainment tab
  3. you will see a link 'view cancelled learning path' in the learning path tab
  4. clicking on the link will redirect you to the page where you can view your cancelled training
132. where can i view the expired certification?
1. go to my dashboard>certainment
  2. click on the certainment tab to view the certainmentz you have enrolled
  3. 'expired' section will list all the expired certainmentz
133. how can i reverify for the expired certification?
1. go to my dashboard>certainment



2. Click on the certification tab to view the certifications you have enrolled
3. 'expired' section will list all the expired certifications
4. Click on the 're-certify' option available for that certification
5. Clicking will redirect you to the respective details page
6. List of courses attached to the re-certification program will be listed in the certification details page
7. Select the mandatory course and click 'enroll' to enroll to the certification

## BOOKMARKS FOR REFERENCE

134. What do I see in 'BOOKMARKS FOR REFERENCE'?

There will be 4 tabs COURSES, CONTENT, CERTIFICATION and LEARNING PATH. You can view the bookmarks CLASSES/CONTENT/CERTIFICATION/LEARNING PATH in the respective tab.

135. Can I remove an item from 'BOOKMARKS FOR REFERENCE'?

Yes. Click on the fully coloured bookmark icon to remove the item from bookmarks.

136. Can I launch a content that I have bookmarked, from 'BOOKMARKS FOR REFERENCE'?

Yes. Click on the launch option available for that content in the 'CONTENT' tab. Content will be launched in the content player.

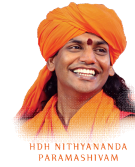
137. How do I go to the details page, from 'BOOKMARKS FOR REFERENCE'?

You may click on the title of the item you have bookmarked or click on the 'more' option of that item.

## LEARNING STATISTICS

138. How can I keep track of my performance?

1. Go to the 'MY DASHBOARD' section
2. Select the 'LEARNING STATISTICS' option, under which you can find the 'overall' and 'current year' performances, both in theory as well in graphical representation



139. what does the graph 'my learning hours' indicate?

based on the target hours that you had set in 'my account'>preferences tab, you can track your learning progress versus your goal in this graph.

140. is there a graph that displays the training that i have enrolled and completed by assignment type (mandatory/compliance)?

current year tab

1. yes. go to 'my dashboard'>'learning statistics' section
2. in that, go to the 'enrolled and completed training' section
3. select the assignment type from the drop down and the graph will be displayed accordingly

overall tab

1. yes. go to 'my dashboard'>'learning statistics' section
2. in that, go to the 'my learning statistics' section
3. you will see the pie chart for the assignment type displayed.
4. clicking on any pie will display a sub pie chart below with the details by status of the class

141. is there a graph that displays the training that i have enrolled and completed by training type (courses/certification/learning path)?

current year tab

1. yes. go to 'my dashboard'>'learning statistics' section
2. in that, go to the 'enrolled and completed training' section
3. select the training type from the drop down and the graph will be displayed accordingly

overall tab



1. પુદ. ગુ તે 'લુ રાકશ્બોર્ડ>લેરનિંગ સ્ટાટિસ્ટિક્સ' સેક્શન
2. in that, ગુ તે છે 'લુ લેરનિંગ સ્ટાટિસ્ટિક્સ' સેક્શન
3. યુઝ will સે છે પાઈ ચાર્ટ ફોર છે ત્રાઈનિંગ ટાઈપ ડિસપ્લેડ
4. ક્લિકિંગ ઓન અન્ય પાઈ will ડિસપ્લે અ ડુબ પાઈ ચાર્ટ બેલોવ વીથ છે રેટાઈલ બુ સ્ટેટુસ ઓફ છે ટાઈલ

142. ડિ છેરે અ ગ્રાફ છે ડિસપ્લેડ છે ત્રાઈનિંગ છે i હાવે ઈનરોલ્ડ અન્ડ ટોલપ્લેડ બુ ડેલિવેરુ ટાઈપ?

**ટુરનન્ટ પુદા ટાબ**

1. પુદ. ગુ તે 'લુ રાકશ્બોર્ડ>લેરનિંગ સ્ટાટિસ્ટિક્સ' સેક્શન
2. in that, ગુ તે છે 'ઈનરોલ્ડ અન્ડ ટોલપ્લેડ ત્રાઈનિંગ' સેક્શન
3. સેલેક્ટ છે ડેલિવેરુ ટાઈપ ફ્રોમ છે ટોપ ટોવન અન્ડ છે ગ્રાફ will બે ડિસપ્લેડ અકકોર્ડિંગલુ

**ઑવરઑલ ટાબ**

1. પુદ. ગુ તે 'લુ રાકશ્બોર્ડ>લેરનિંગ સ્ટાટિસ્ટિક્સ' સેક્શન
2. in that, ગુ તે છે 'લુ લેરનિંગ સ્ટાટિસ્ટિક્સ' સેક્શન
3. યુઝ will સે છે પાઈ ચાર્ટ ફોર છે ડેલિવેરુ ટાઈપ ડિસપ્લેડ
4. ક્લિકિંગ ઓન અન્ય પાઈ will ડિસપ્લે અ ડુબ પાઈ ચાર્ટ બેલોવ વીથ છે રેટાઈલ બુ સ્ટેટુસ ઓફ છે ટાઈલ

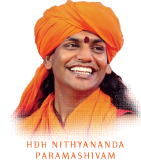
143. ડિ છેરે અ ગ્રાફ છે ડિસપ્લેડ છે ત્રાઈનિંગ છે i હાવે અડ્ડેડ ટો લુ વીશ્લીસ્ટ?

પુદ. યુઝ ટાન વીવ અ અક્ટિવિટુ ગાઉગે ચાર્ટ ઓફ છે ટોઅરડ છે યુઝ હાવે અડ્ડેડ ટો છે વીશ્લીસ્ટ (િટેલ ડિ યુઝ વીશ્લીસ્ટ) in છે 'લેરનર ઇન્ગાગેરન્ટ ટોન્ડોલ' ડિસપ્લેડ in છે બાનર સેક્શન અન્ડ ઑડો in 'લુ રાકશ્બોર્ડ>લેરનિંગ સ્ટાટિસ્ટિક્સ>ઑવર ઑલ ટાબ'.

144. ડિ છેરે અ ગ્રાફ છે ડિસપ્લેડ છે ટોઅન ઓફ ઇટેલ છે નેડેડ અક્ટિવ ડિસપ્લેડ લુ ડિસપ્લેડ?

પુદ. યુઝ ટાન વીવ અ પાઈ ચાર્ટ ઓફ ઑલ છે ઇટેલ છે નેડેડ યુઝ અટ્ટેનશન બુ કાટેગોરુ in છે 'લેરનર ઇન્ગાગેરન્ટ ટોન્ડોલ' ડિસપ્લેડ in છે બાનર સેક્શન અન્ડ ઑડો in 'લુ રાકશ્બોર્ડ>લેરનિંગ સ્ટાટિસ્ટિક્સ>ઑવર ઑલ ટાબ'. ક્લિક ઓન છે પાઈ ચાર્ટ ટો વીવ છે રેટાઈલ.





145. Is there a graph that displays the count of paid and free courses that I have enrolled and completed?

Yes. You can view it in 'My Dashboard>Learning Statistics>over all tab' under the 'action center' section.

## Learning history

146. Where to see the overall list of courses I have enrolled till date?

1. Go to the 'My Dashboard' section
2. Select the 'Learning history' option, to find the list of all the courses that you have enrolled till date

147. Where can I view all the certifications/learning paths I have enrolled till date?

You can view in

1. My Dashboard>certifications/learning paths
2. Learning history>certifications/learning paths

148. How to I narrow down the results I see in 'Learning history'?

Click on the 'filter' option available on the top right corner of the section. You may select multiple filter options and click on 'apply' to view the results.

149. How can I view more details about the class I see in 'Learning history'?

Click on the 'more' option of the class or on the title will redirect you to the details page and you can see more details about the class in the details page.

150. Can I export the list of classes that I have enrolled in from 'Learning history'?

Yes. You can export as pdf or csv format.

1. On to the top right corner, you will see an export icon
2. Click on it and choose the format you need
3. Records will be downloaded in the format that you have specified



## learning playlists

151. where can i view the playlists i have created?

1. go to the 'my dashboard>learning playlists' section
2. you can see the list of playlists that you have created

152. can i edit the playlist name?

yes. click on the edit icon and enter the playlist name in the text box provided for the playlist title and click 'save'.

153. can i launch content from my playlist?

yes. click on the expand action available at the right side of the playlist title. on click, all the content added to the playlist will be listed with a 'launch' option for each. clicking the 'launch' option will play that content in the content player.

154. can i remove the added content from my playlist?

yes. click on the expand action available at the right side of the playlist title. on click, all the content added to the playlist will be listed with a remove (x) option for each. clicking the remove option will remove that content from the playlist.

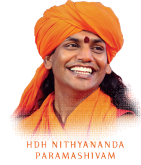
## points

155. where should i look for the points i gained through the training?

1. go to the 'my dashboard>points' section
2. click on the 'points' to view the total points you have gained so far through training

156. what does the split up of points indicate?

- total earned points: the total points you have earned through training
- all registration: points you have earned by enrolling into the training
- completion: points you have earned by completing the training



- **Share:** points you have earned by the number of courses you have shared with other learners
- **Vote:** points you have earned by the number of classes you have rated

## ਲਧੁ ਟਰੇਨਿਫਿਕੇਟਸ

157. where can i find the entire list of certificates i have received through my training?

1. go to the 'ਲਧੁ ਬੋਰਡਬੋਰਡ>ਲਧੁ ਟਰੇਨਿਫਿਕੇਟਸ' section
2. click on it to view the to view the list of certificates you have received so far from the training you have completed

158. what are all the details i will find under the 'ਲਧੁ ਟਰੇਨਿਫਿਕੇਟਸ' tab?

you will find the list of certificates, along with the delivery type, the date, month and year of completion, and also the score you gained in that particular training.

159. can i search for a particular training based on the completion period?

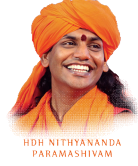
yes. select the period from the 'from' and 'to' dropdown and click on 'apply'. you will see the training listed for the selected period.

160. where can i view the completion certificates?

1. go to the 'ਲਧੁ ਬੋਰਡਬੋਰਡ>ਲਧੁ ਟਰੇਨਿਫਿਕੇਟਸ' section
2. click on it to view the to view the list of certificates you have received so far from the training you have completed
3. click on the 'view certificate' option to view the certificate

161. how can i download the certificates?

1. go to the 'ਲਧੁ ਬੋਰਡਬੋਰਡ>ਲਧੁ ਟਰੇਨਿਫਿਕੇਟਸ' section
2. click on it to view the to view the list of certificates you have received so far from the training you have completed
3. click on the 'view certificate' option to view the certificate



4. click on the download icon on the top right corner of the certificate and you are done

## badges

162. what are all the badges available?

the following are the list of badges given to you for completing the necessary training:

- registration master
- perfect finisher
- super judge
- share expert
- super blogger

163. how to win the badges?

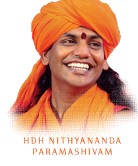
- registration master badge: when a learner reaches the minimum points required by registering for training, then the learner receives the registration master badge
- perfect finisher badge: when a learner reaches the minimum points required by class or training plan completion then he/she gets the perfect finisher badge
- super judge badge: when a learner reaches minimum points required by rating training, then he/ she will get the super judge badge
- share expert badge: when a learner reaches minimum points required by sharing training with other learners, then he/ she will receive the share expert badge
- super blogger badge: when a learner reaches minimum points required by adding comments or replying in discussions, then he/ she gets the super blogger badge

164. how can a learner receive the registration master badge?

when a learner reaches the minimum points required (set by admin) by registering for training, then the learner receives the registration master badge

165. how can a learner receive the perfect finisher badge?

when a learner reaches the minimum points required (set by admin) by class or training plan completion then he/she gets the perfect finisher badge



166. how can a learner receive the super judge badge?

when a learner reaches minimum points required (set by admin) by rating training, then he/ she will get the super judge badge

167. how can a learner receive the share expert badge?

when a learner reaches minimum points required (set by admin) by sharing training with other learners, then he/ she will receive the share expert badge

168. how can a learner receive the super blogger badge?

when a learner reaches minimum points required (set by admin) by adding comments or replying in discussions, then he/ she gets the super blogger badge

169. where can i find the badges won by me?

1. go to the 'my dashboard>badges' section
2. click on it to view the list of badges you have won so far

## certification policy

170. can i cancel the certification/learning path?

yes. you can cancel it in the respective details page. click on the 'cancel' option available in the description section to cancel the certification/learning path.

171. can i cancel a laboratory course?

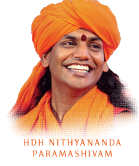
no, the learner cannot cancel a laboratory course. please write to [support@nithyanandahinduniversity.org](mailto:support@nithyanandahinduniversity.org) for further assistance

172. can i cancel a compliance course?

no, the learner cannot cancel a compliance course. please write to [support@nithyanandahinduniversity.org](mailto:support@nithyanandahinduniversity.org) for further assistance

## my profile

173. how to i edit my profile?





























Click on the edit icon corresponding to any of the listed sections in 'My profile' and this will display a screen in edit mode for you to fill in the details.

174. How to add departments?

1. You can add departments for your organization in the 'My profile>other details' section
2. You can add departments by department name, job role or by manager name. Select the option from the dropdown values and enter the department text in the department text box and click on the add icon
3. The list will be listed based on your department criteria
4. Click on the add name will open up the add profile in a new screen

## glossary of icons










|   |                    |
|---|--------------------|
|    | attend - remote    |
|    | attend - in person |
|    | read               |
|    | watch              |
|   | listen             |
|  | warn               |
|  | announcement       |
|  | wishlist           |
|  | bookmark           |
|  | shopping cart      |
|  | help               |
|  | menu               |

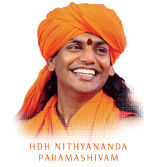
|   |                       |
|---|-----------------------|
|    | ટર્સિફિકેશન           |
|    | લેર્નિંગ પાથ          |
|    | ઢનરોલ                 |
|    | લાન્ક / જોઈન          |
|    | વોલેડ                 |
|    | ટોલપ્લેશન ટર્સિફિકેશન |
|   | લેકે ઍડેસસમેન્ટ       |
|  | લેકે સર્વેયુ          |
|  | લેકે પ્રેક્ટિસ        |
|  | ટર્કેનગુ ટીકેડ        |
|  | ટર્કનલ ઢનરોલમેન્ટ     |
|  | રેટર્સિફિયુ           |
|  | ઍડે ટો પ્લેયલિસ્ટ     |
|  | ટોલપ્ડેડ હેડર્સ       |



|   |                     |
|---|---------------------|
|    | લઘુ ફાઇલ ઇન્ટરફેસ   |
|    | ટોલક                |
|    | ફાઇલિંગ             |
|    | ટાઇમલેઇન            |
|    | લોકેશન              |
|    | ટાઇમ                |
|   | ફોટો ઇન લુ ટાઇમલેઇન |
|  | ફોટો                |
|  | બુકમાર્ક            |
|  | લોકેશન              |
|  | રેકોમેન્ડેશન        |
|  | કેટેગોરી            |
|  | ટાગ ટાઇમ            |
|  | વિંડોલિટ            |

|   |                             |
|---|-----------------------------|
|    | filter                      |
|    | list view                   |
|    | ગ્રાન્ટ વાઈવ                |
|    | ટાલેન્ટેશન વાઈવ             |
|    | export                      |
|    | ફેચર                        |
|   | દરેક                        |
|  | ppt ફાઈલ (ટાલેન્ટેશન ટાઈપ)  |
|  | પર્ફ ફાઈલ (ટાલેન્ટેશન ટાઈપ) |
|  | વર્ડ ડોક (ટાલેન્ટેશન ટાઈપ)  |
|  | ઑડિયો (ટાલેન્ટેશન ટાઈપ)     |
|  | રેમુવ / ડેલેટ               |
|  | નિલસ નેલરે ઓલેશન            |
|  | લેરનિંગ પાથ / ટેરિફિકેશન    |

|   |                         |
|---|-------------------------|
|    | bookmarks for reference |
|    | learning stats          |
|    | learning history        |
|    | learning playlists      |
|   | points                  |
|  | transcripts             |
|  | badges                  |
|  | awards                  |
|  | multilingual            |



## about कailास'ड नहू

कailास'ड नहू is a California religious institution founded as the nithyananda yoga & meditation university र्बेड nithyananda meditation university in 2007 to propound and propagate the teachings of the supreme pontiff of hinduism jagatguru mahasannidhanal hoh bhagavan nithyananda paramashivam.

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enroll at [nithyanandahinduuniversity.org/तुप'ड'ड](http://nithyanandahinduuniversity.org/तुप'ड'ड)

for questions write to

[support@nithyanandauniversity.org](mailto:support@nithyanandauniversity.org)

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