

STUDENT USER GUIDE

HOW TO REGISTER AND LOGIN



Welcome to the Labtech Academy Student User Guide. It is designed to show you how to register and log on to the TVET LMS System and how to access the courses that you are enrolled in. The guide is in two (2) parts, the first part is about how to register and log in to the TVET LMS System and the second part is about using the TVET LMS System once you are logged in.

LABTECH ACADEMY IS SUPPORTED ON ANY MODERN WEB BROWSER. FOR BEST PERFORMANCE WITH LANGUAGE TRANSLATION FUNCTIONALITY, WE RECOMMEND THE MICROSOFT EDGE WEB BROWSER ON DESKTOPS AND LAPTOPS, AND FOR TABLETS AND SMARTPHONES, WE RECOMMEND GOOGLE CHROME. IF USING A TABLET OR SMARTPHONE WE RECOMMEND USING IN LANDSCAPE MODE. ENJOY YOUR LEARNING EXPERIENCE!

PART 1: HOW TO REGISTER AND LOGIN TO THE TVET LMS SYSTEM

(a) Firstly you need to go to the site at: <https://labtech-academy.com/> and you will see a screen that looks like the one below:



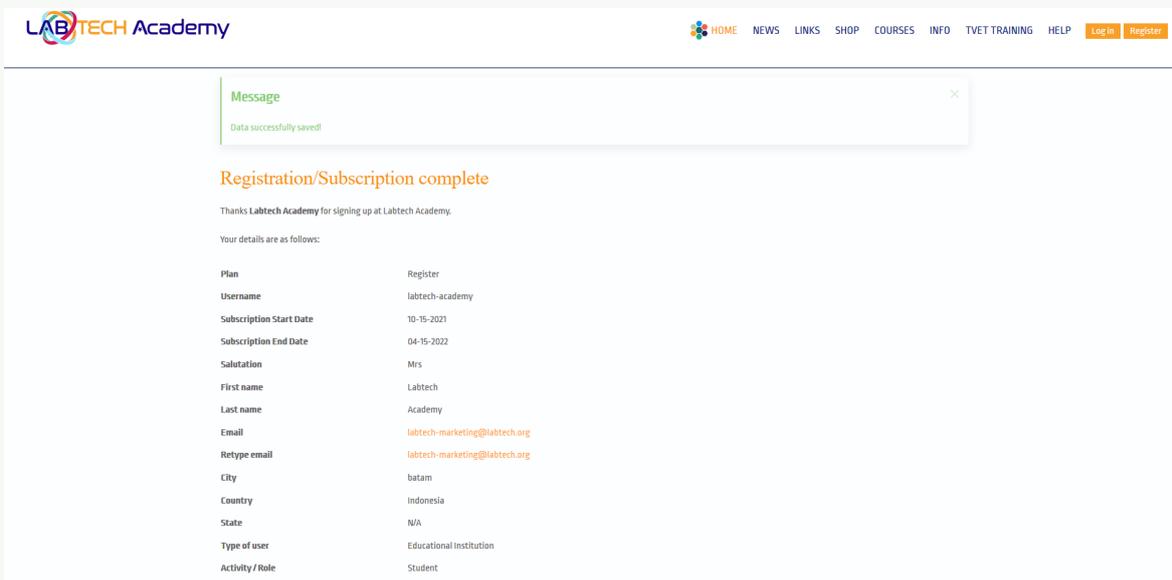
This is your site home screen, it provides access to the TVET LMS System, and you're online course. At the top right corner of the screen you will see a **“Register”** button.

(b) Click on the **“Register”** button and the next screen will look like the one below:



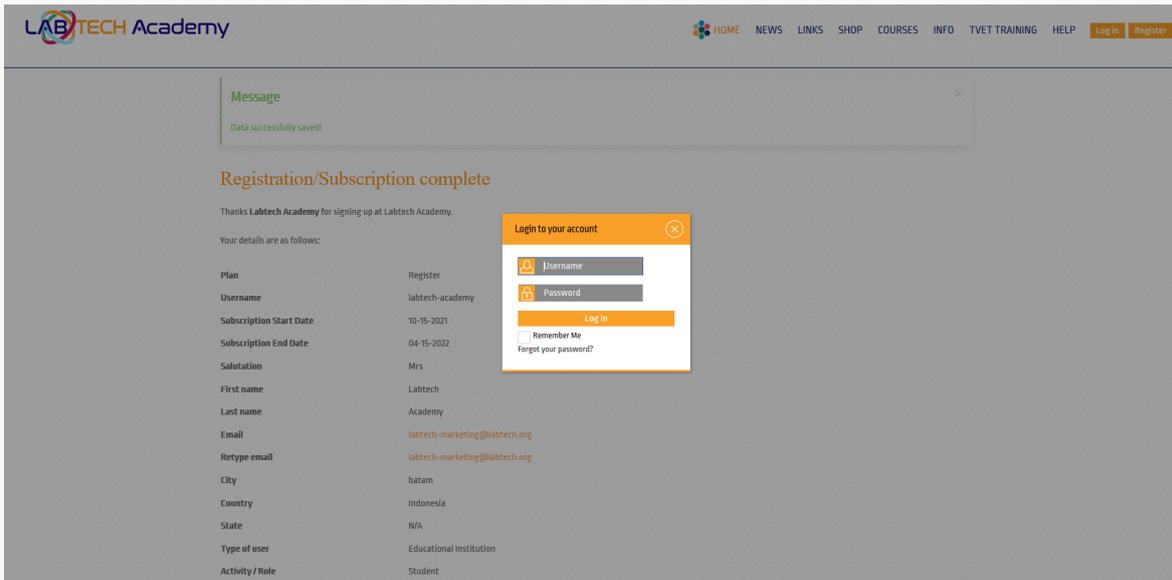
Enter your details and note that everything with a red * means it is mandatory that you complete please and then click the **“Privacy Policy”** tick box and the **“I’m not a Robot”** tick box so you can then click the **“PROCEED WITH SIGNUP”** button. Now you will be directed to a screen that looks like the one below:

Note: You will also receive an email confirming your registration details.



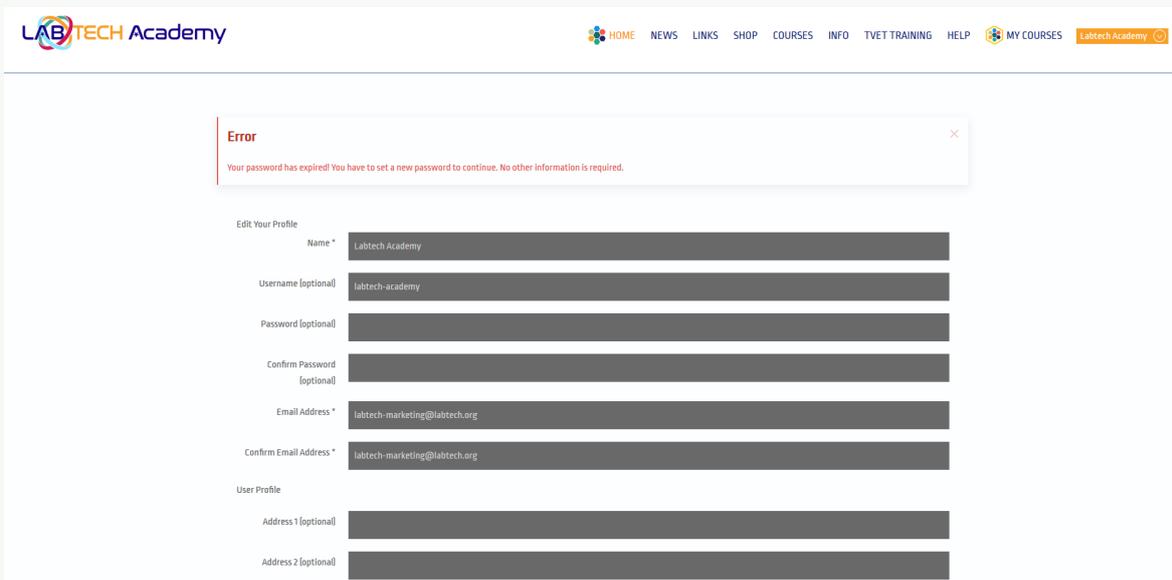
Plan	Register
Username	labtech-academy
Subscription Start Date	10-15-2021
Subscription End Date	04-15-2022
Salutation	Mrs
First name	Labtech
Last name	Academy
Email	labtech-marketing@labtech.org
Retype email	labtech-marketing@labtech.org
City	batam
Country	Indonesia
State	N/A
Type of user	Educational Institution
Activity / Role	Student

(c) Now you are ready to **“Login”** by clicking on **“Login”** top right of screen as shown below:

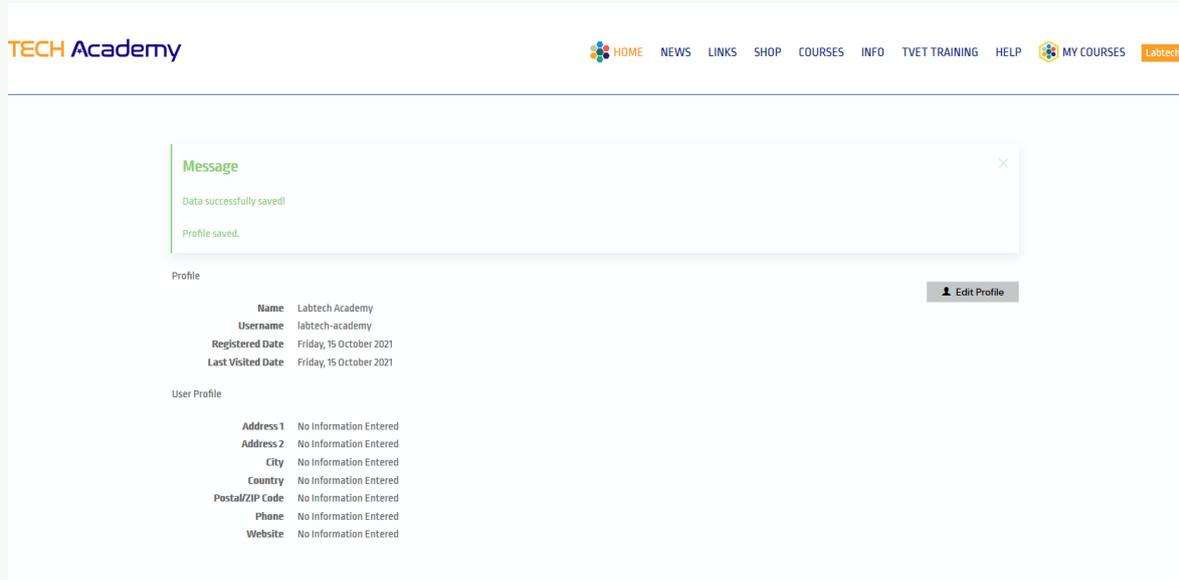


(d) After Logging in for the 1st time you will see a screen like below requesting you to change your password again. This is for security reasons. You only need to enter a new Password and Confirm the Password. No Need to complete any other information. Then click on the “**SUBMIT**” button at the bottom.

Note: Please remember your new password.

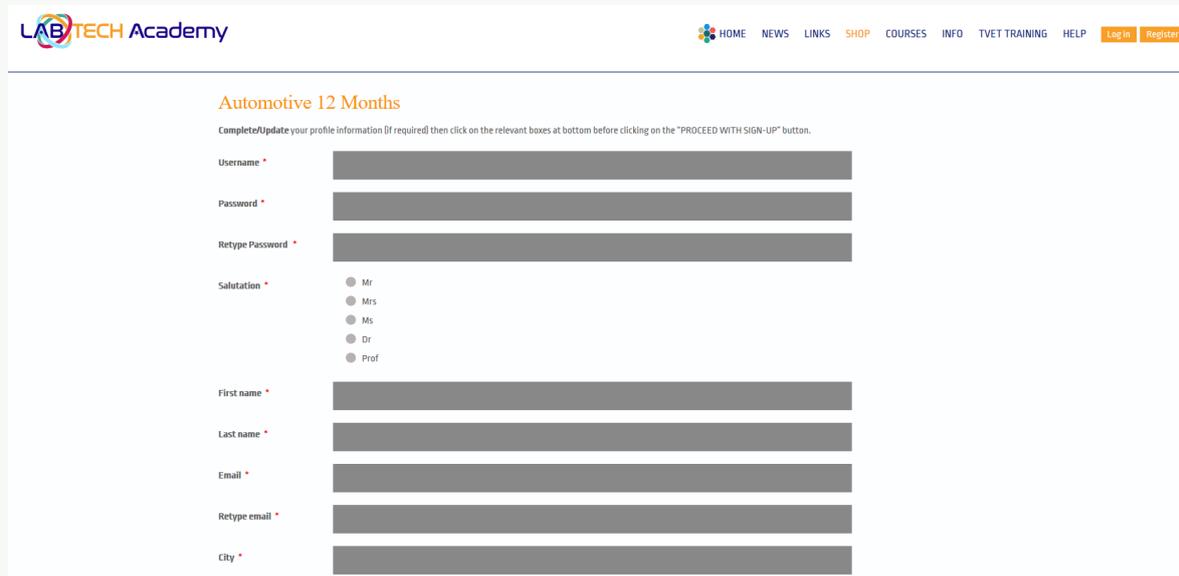


(e) After you hit the “**SUBMIT**” button you will then see a screen like below. Even though you can see the “**MY COURSES**” button at the top there is nothing in there yet as you are not enrolled on any courses. You will need to go to the click on the “**SHOP**” button next which is also up top and enroll on a course.



(f) After you select what course you want to enroll on in the **“SHOP”** you will see a screen like below. It will remember your details from registration so you only need to go to the bottom and click the **“Privacy Policy”** tick box and the **“PROCEED WITH SIGN-UP”** button.

Note: You will also receive an email confirming your subscription details



(g) Subscription Complete Screen will then appear like below.

Plan	14 Day Free Automotive Trial
Username	labtech-academy
Subscription Start Date	10-15-2021
Subscription End Date	10-29-2021
Salutation	Mrs
First name	Labtech
Last name	Academy
Email	labtech-marketing@labtech.org
Retype email	labtech-marketing@labtech.org
City	batam
Country	Indonesia
State	N/A
Type of user	Educational Institution
Activity / Role	Student

(h) Now if you look at the top right hand part of the screen you will see your user ID and to the left of it you will see a **“MY COURSES”** button. Clicking on this button you can view the courses you are enrolled in.

IMPORTANT NOTE: If for any reason this does not work or you do not understand the process you can click on the word **“HELP”** which is on the left next to the **“MY COURSES”** button. This will then allow another screen to open like the one below which is for support:

This screen then lets you choose the support that you need and you can simply follow the prompts and fill in the required details in the online forms. Once this has been submitted you will get a confirmation from Labtech and someone will assist you with your enquiry.

Submit a Support Request

LABTECH Academy

LABTECH TVETLMS Helpdesk

GO TO Labtech TVETLMS > LABTECH TVETLMS Helpdesk > Submit a ticket > General

Submit a Support Request

Required fields are marked with *

Name*

Email*

Priority* Low

Subject*

Message*

Attachments: No file selected. No file selected.
Maximum 2 attachments

View existing ticket

LABTECH Academy

LABTECH TVETLMS Helpdesk

GO TO Labtech TVETLMS > LABTECH TVETLMS Helpdesk > View ticket

View existing ticket

Ticket tracking ID*

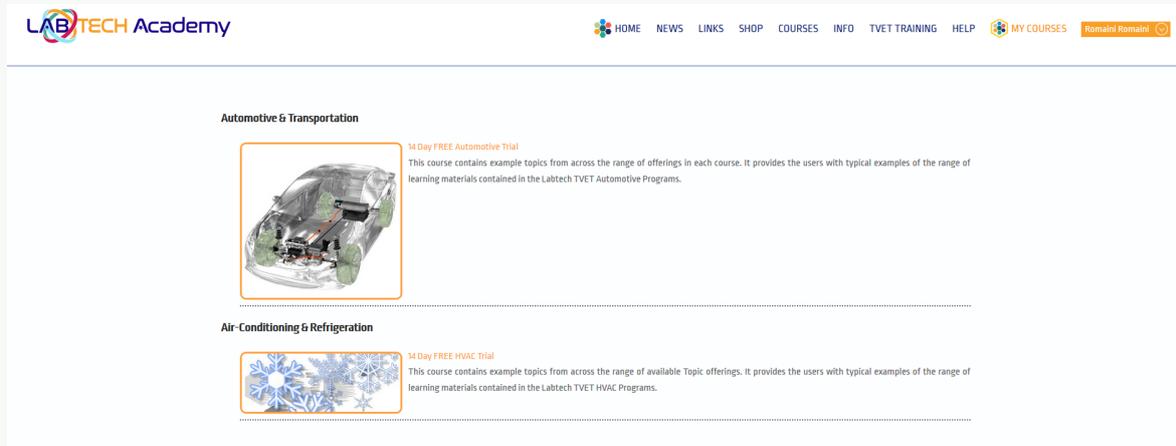
Email*

Remember my email address

[Forgot tracking ID?](#)

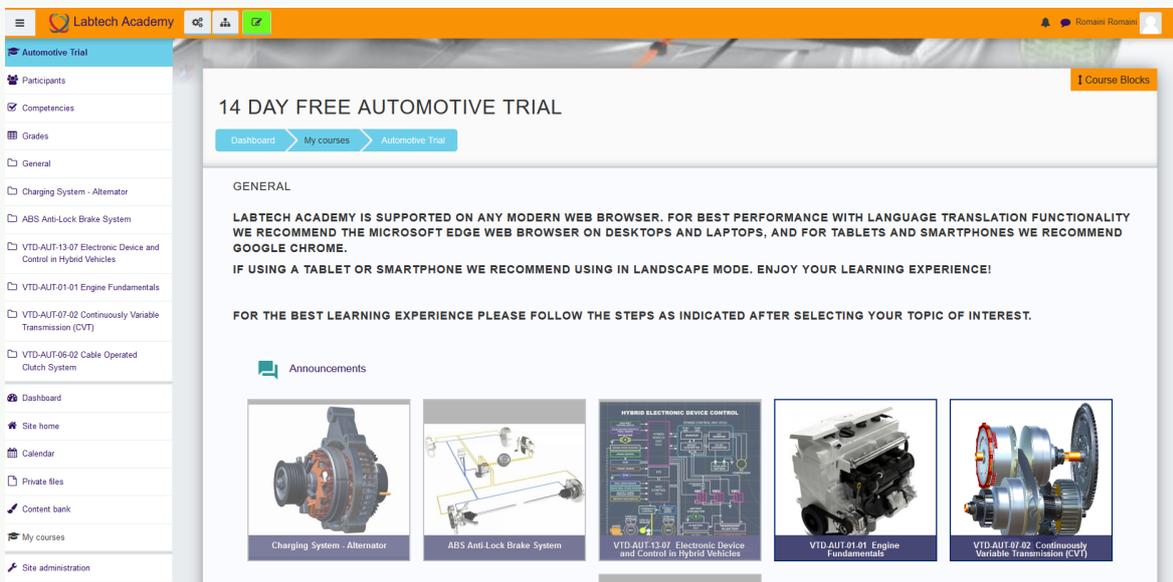
PART 2: USING THE TVET LMS SYSTEM

Once you have logged into the TVET LMS System and after completing section Part 1 of this User Guide you will see a screen that looks like the one below:

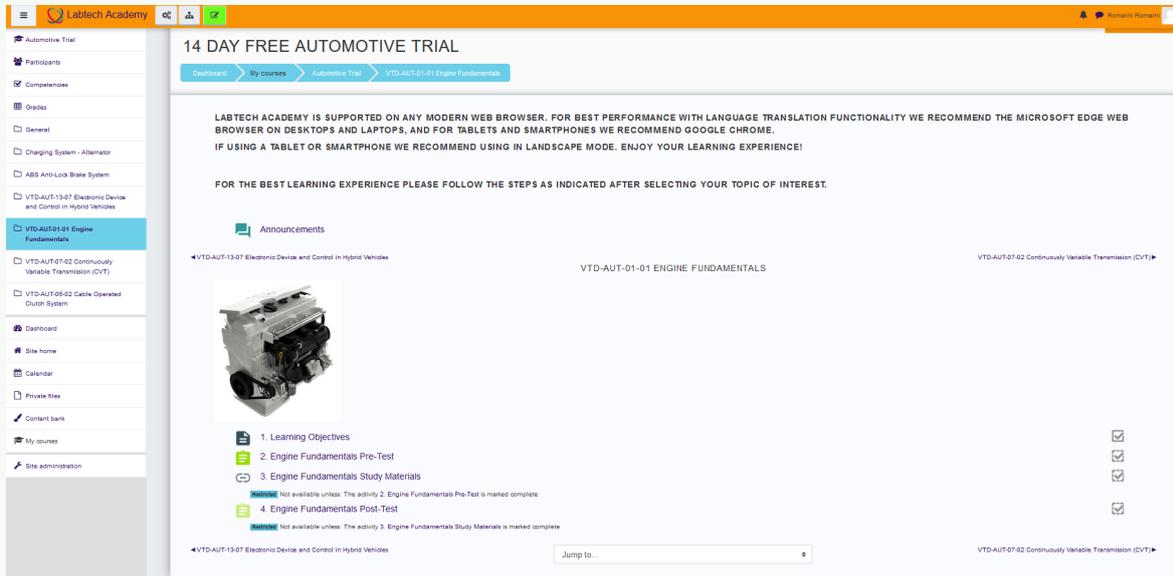


This screen displays the courses that you are enrolled in and you can enter each of the courses by clicking on the course icons on the left of the short course descriptions. You will also note we have a Feedback Survey on the right of the image above. We would very much appreciate it if you can complete it after you have used this site a few times. It only takes 2 minutes to complete.

Next by clicking on the top course, which is **Automotive & Transportation**, it will take you to a screen like the one below:

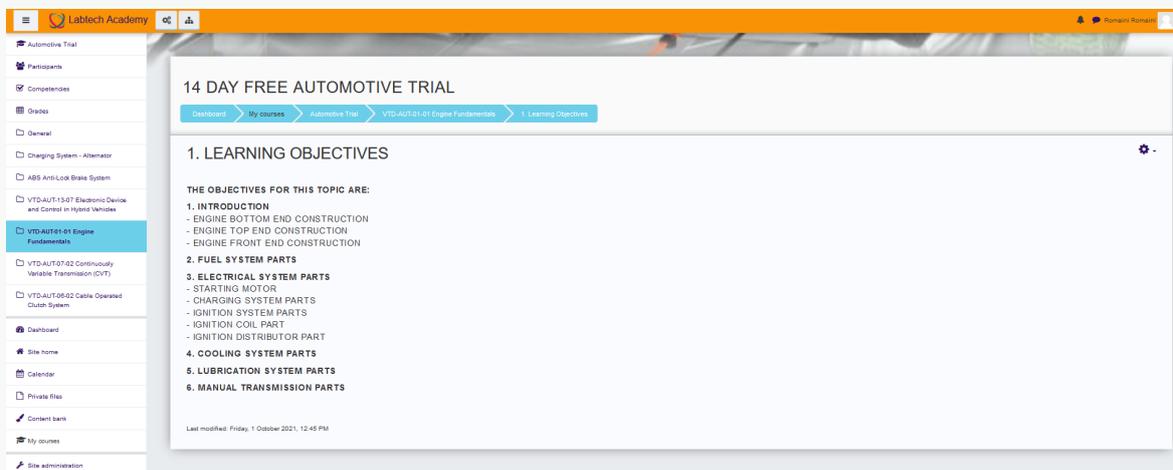


On this screen, you can see the different topics that make up the course being studied. The topics that “**are active**” have an image shown in them. By clicking on an active icon, you will be taken to the learning materials area of the system for that particular topic as indicated in the images below:



Clicking on each of the icons on the screen, it will take you to different elements of the topic. As per images below

Learning Objectives



Pre-Test (1 Attempt)

14 DAY FREE AUTOMOTIVE TRIAL

Dashboard > My courses > Automotive Trial > VTD-AUT-01-01 Engine Fundamentals > 2. Engine Fundamentals Pre-Test

2. ENGINE FUNDAMENTALS PRE-TEST

Grading method: Highest grade

[Preview quiz now](#)

1. Learning Objectives | Jump to: | 3. Engine Fundamentals Study Materials

Pre-Test (1 Attempt)

14 DAY FREE AUTOMOTIVE TRIAL

Dashboard > My courses > Automotive Trial > VTD-AUT-01-01 Engine Fundamentals > 2. Engine Fundamentals Pre-Test > Preview

Technician A says that the ignition coil consists of two sets of windings. Technician B says they are Primary windings and secondary windings. Who is correct?

Select one:

- a. A only
- b. B only
- c. Both A and B
- d. Neither A nor B

QUESTION 1
Not yet answered
Marked out of 1.00
Flag question
Edit question

The Spark plug and Distributor are components of the:

Select one:

- a. Lubrication System
- b. Ignition System
- c. Engine Transmission System
- d. Cooling System

QUESTION 2
Not yet answered
Marked out of 1.00
Flag question
Edit question

The following components are parts of engine that are enclosed in the cylinder block:

QUESTION 3
Not yet answered
Marked out of 1.00
Flag question

QUIZ NAVIGATION

1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20

Finish attempt ...

[Start a new preview](#)

Study Materials

14 DAY FREE AUTOMOTIVE TRIAL

Dashboard > My courses > Automotive Trial > YTD-AUT-01 Engine Fundamentals > 3. Engine Fundamentals Study Materials

3. ENGINE FUNDAMENTALS STUDY MATERIALS

[Glossary](#)

[Background Theory](#)

[Interactive Learning](#)

[Formative Assessment](#)

Learning Objectives

1. Introduction
 - Engine Bottom End Construction
 - Engine Top End Construction
 - Engine Front End Construction
2. Fuel System Parts
3. Electrical System Parts
 - Starting Motor
 - Charging System Parts
 - Ignition System Parts
 - Ignition Coil Part
 - Ignition Distributor Part
4. Cooling System parts
5. Lubrication System Parts
6. Manual Transmission Parts

Engine Fundamentals



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Post Test (3 Attempts)

14 DAY FREE AUTOMOTIVE TRIAL

Dashboard > My courses > Automotive Trial > YTD-AUT-01 Engine Fundamentals > 4. Engine Fundamentals Post-Test

4. ENGINE FUNDAMENTALS POST-TEST

Attempts allowed: 3
Grading method: Highest grade

[Preview quiz now](#)

Post Test (3 Attempts)

14 DAY FREE AUTOMOTIVE TRIAL

Dashboard > My courses > Automotive Trial > YTD-AUT-01 Engine Fundamentals > 4. Engine Fundamentals Post-Test > Review

The main parts of Lubrication system are:

Select one:

a. Piston and piston rings

b. Oil pump and oil filter

c. Water pump and oil pump

d. Spark Plug

QUESTION 1

Not yet answered

Marked out of 1.00

Flag question

See question

The main parts of the Cooling system are:

Select one:

a. Water pump and Thermostat

b. Oil pump and oil filter

c. Water pump and oil pump

d. Piston and piston rings

QUESTION 2

Not yet answered

Marked out of 1.00

Flag question

See question

The engine component that produce high voltage for Spark plug is the:

Select one:

a. Radiator

b. Alternator

c. Distributor

d. Ignition Coil

QUESTION 3

Not yet answered

Marked out of 1.00

Flag question

See question

Technician A says that the piston diameter is bigger than the cylinder. Technician B says that the piston diameter is smaller than the cylinder bore size. Who is correct?

QUESTION 4

Not yet answered

Marked out of 1.00

Flag question

Quiz Navigation

1	2	3	4
5	6	7	8
9	10	11	12

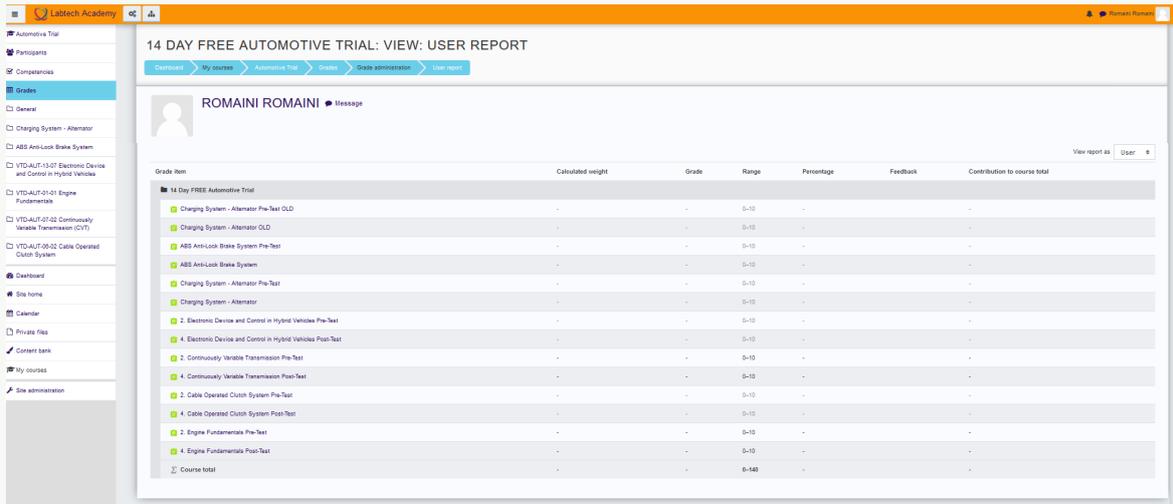
Final attempt

[Start a new preview](#)

Note: After completing all the topics within a course you can take the Course Exam and if you score 80% or higher you will receive a Certificate of Completion

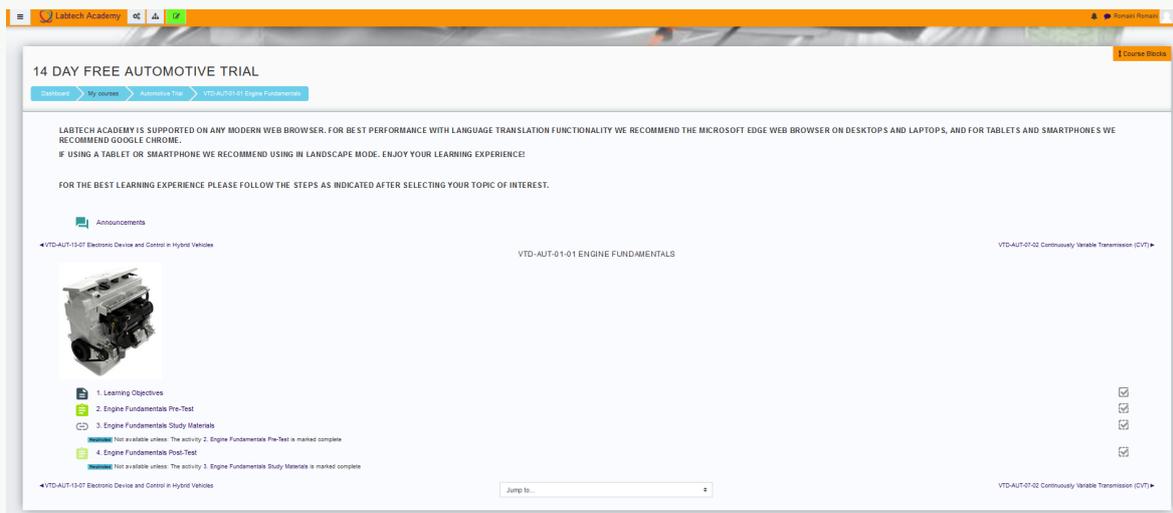


You will also see a menu on the left of the screen that allows you to access other information like your course grades for each topic. For instance if you look at your grades by clicking on the word "Grades" you will see a screen like the one below:



Grade Item	Calculated weight	Grade	Range	Percentage	Feedback	Contribution to course total
14 Day FREE Automotive Trial						
Charging System - Alternator Pre-Test OLD	-	-	0-10	-	-	-
Charging System - Alternator OLD	-	-	0-10	-	-	-
ABS Anti-Lock Brake System Pre-Test	-	-	0-10	-	-	-
ABS Anti-Lock Brake System	-	-	0-10	-	-	-
Charging System - Alternator Pre-Test	-	-	0-10	-	-	-
Charging System - Alternator	-	-	0-10	-	-	-
2. Electronic Device and Control in Hybrid Vehicles Pre-Test	-	-	0-10	-	-	-
4. Electronic Device and Control in Hybrid Vehicles Post-Test	-	-	0-10	-	-	-
2. Continuously Variable Transmission Pre-Test	-	-	0-10	-	-	-
4. Continuously Variable Transmission Post-Test	-	-	0-10	-	-	-
2. Cable Operated Clutch System Pre-Test	-	-	0-10	-	-	-
4. Cable Operated Clutch System Post-Test	-	-	0-10	-	-	-
2. Engine Fundamentals Pre-Test	-	-	0-10	-	-	-
4. Engine Fundamentals Post-Test	-	-	0-10	-	-	-
Course total	-	-	0-140	-	-	-

This screen shows you a detailed report on your progress in the topic. This menu screen can be hidden by clicking on the **WHITE** icon in the top left hand corner to make the course screen bigger so that you can see the course information easier if needed (like in the screen below):



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 IF USING A TABLET OR SMARTPHONE WE RECOMMEND USING IN LANDSCAPE MODE. ENJOY YOUR LEARNING EXPERIENCE!
 FOR THE BEST LEARNING EXPERIENCE PLEASE FOLLOW THE STEPS AS INDICATED AFTER SELECTING YOUR TOPIC OF INTEREST.

Announcements

VTD-AUT-01-01 Electronic Device and Control in Hybrid Vehicles

VTD-AUT-01-01 ENGINE FUNDAMENTALS

VTD-AUT-07-02 Continuously Variable Transmission (CVT)

1. Learning Objectives

2. Engine Fundamentals Pre-Test
3. Engine Fundamentals Study Materials
4. Engine Fundamentals Post-Test

Not available unless: The activity 2. Engine Fundamentals Pre-Test is marked complete

Not available unless: The activity 3. Engine Fundamentals Study Materials is marked complete

Jump to: [dropdown]

Keep this information handy as you progress through the course as you can use it as a reference if you forget how to do something. Have fun with the learning process, we hope that you will truly enjoy your learning experience with us!

**For Further Instructions refer to the
 "How to use the Virtual TVET Digital Content User Guide"**