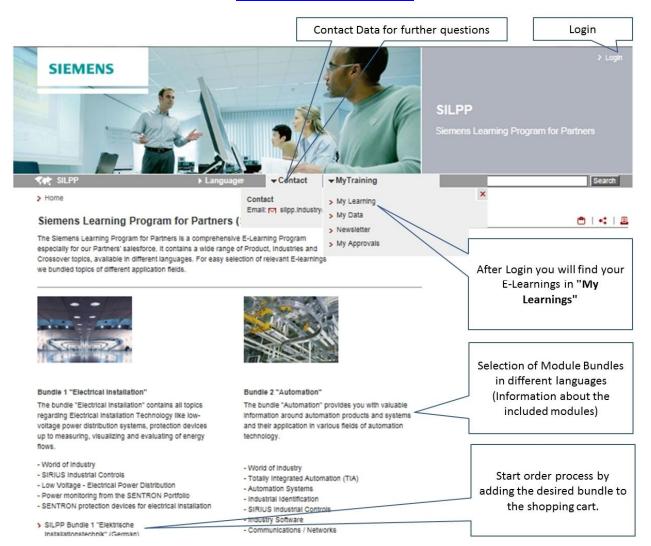


# **Siemens Learning Program for Partners**

# **User Guide**

This guideline provides you with some information to book und use the E-Learnings on the Siemens Learning Program for Partners (SILPP) Platform.

#### www.siemens.com/SILPP



#### This Guide contains information about

- 1) Registration
- 2) Booking
- 3) Working on your E-Learning Modules and
- 4) Help & Support.

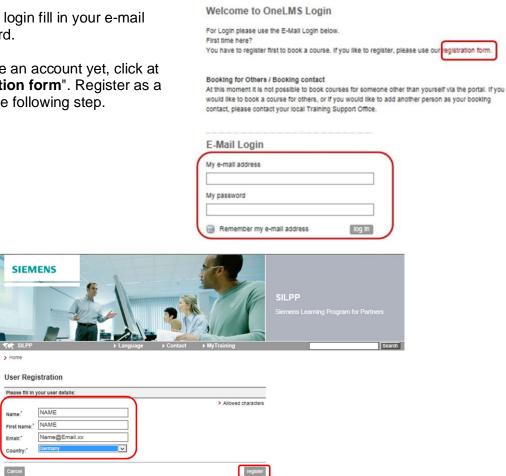
### 1. Registration

It is necessary to register once at the learning platform.



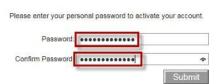
If you already have a login fill in your e-mail address and password.

If you don't have have an account yet, click at "... use our registration form". Register as a new SILPP user in the following step.



After having clicked at "register" you receive an e-mail containing a link to activate your account. Click at this link and enter your personal password.

Click at "Submit" to activate your account. You are now logged in and can continue booking your SILPP bundle / Module. Click "Next" to enter and validate your participant data.



#### 2. Booking

For easy selection of relevant E-Learnings we bundled topics of different application fields. One the SILPP homepage you see an overview of the SILPP Bundles. Click at the desired **bundle**.

If you like to book only some selected E-Learnings, please go to "**Single Modules**" at the bottom of the page.

To book the desired SILPP bundle / Single Module go to "Dates and Registration".

Description

Content

The bundle "Electrical Installation" contains all topics regarding Electrical Installation
Technology like low-voltage power distribution systems, protection devices up to measuring, visualizing and evaluating of energy flows.

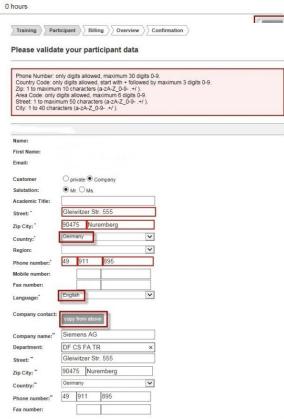
Click at "Shopping Cart" to proceed with the order process. If you like to book more than one bundle finish the order process of the first learning program. Select then the next one and finish ordering again.

You will be guided through the following booking-process:

1) At **Training** you confirm the chosen Bundle / Single Module:



2) At **Participant** please complete your user data. Fields marked with an asterisk\* are obligatory. "Company" should be selected. You may copy your company address if applicable.



3) At **Billing** fill in the SILPP Login you received from your Siemens contact (e.g. US\_123456) in "Order Reference". This step is very important, because this SILPP login authorizes you to get access to your E-Learnings for free!



Overview

Confirmation

4+5) **Overview** and **Confirmation**: In Confirmation you accept the General Terms and Conditions to complete your booking.

You will receive a **Boking Confirmation** within the next days.



Participant

## 3. Working on your E-Learning Modules

Click at the access link in the booking confirmation. Login with your E-mail adress and password:

Click at **My Learning** to go to your learning environment.

At **MyTraining** all booked modules are listed. Start the desired E-Learning.



Training

#### My Training **Current Trainings** History **Booked Trainings** You have booked these training courses Training Title (ID) Start Date Duration Country City Language Fee Details WBT Qualitätsmanagement - Eine... 旦。 0.5 days de > Start the web-based training □° SII PP Bundle 1 "Electrical OFUR 0 hours en > Cancel booking The World of Industry (en) (SILPP-MOD1) 旦。 0 EUR > Start the web-based training en SIRIUS Industrial Controls (en)... 0 EUR 旦。 70 minutes en > Cancel booking > Start the web-based training Low Voltage - Electrical Power... □° 100 0 EUR > Cancel booking > Start the web-based training

The E-Learning starts automatically. Each SILPP module consists of one or more learning chapters and one final test. Start the next chapter by clicking it on the left side:



After having finished one chapter, click on "X" to save your training status.

After having successfully passed the final test, click again at the "X" to save your test result.

#### **Important:**

To obtain the certificate, you have to go through **every step (main pages)** in the learning module, using the "next step" button ">"!



In **History** your passed E-Learnings are listed and the **certificate** can be downloaded if necessary.



# 4. Help & Support

If you need assistance, go to "Contact"

Send a short message, preferably with a screenshot of the problem to the following e-mail address:



silpp.industry@siemens.com