SSPC The Society For Protective Coatings **Trainthepainter**

Traintheinspector

Trainthecoatingspecialist

Trainthecoatingsupervisor

This guide is split into sections. Selecting the links below will take you directly to the section you require. The content shown is for Train the Painter - but the process is the same for any course you are taking.

Index:

Section	Overview
Overview	An Overview of How you can Access Training Course Content
View Course Content via Online Slideshow	View Training Course Material via an Online Slideshow, with optional Voiceovers, Tools, and Downloads
Download PDF Handouts for Individual Units	Download Training Course Material as a Printable PDF file for Offline use.
Download PDF Handouts for Entire Units	Download Training Course Material as a Printable PDF file, for an entire unit.

VIEWING TRAINING COURSE CONTENT

Overview

You can access training course content from any page by clicking the training button on the navigation bar
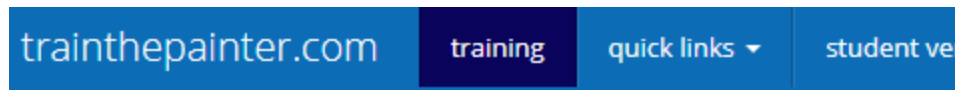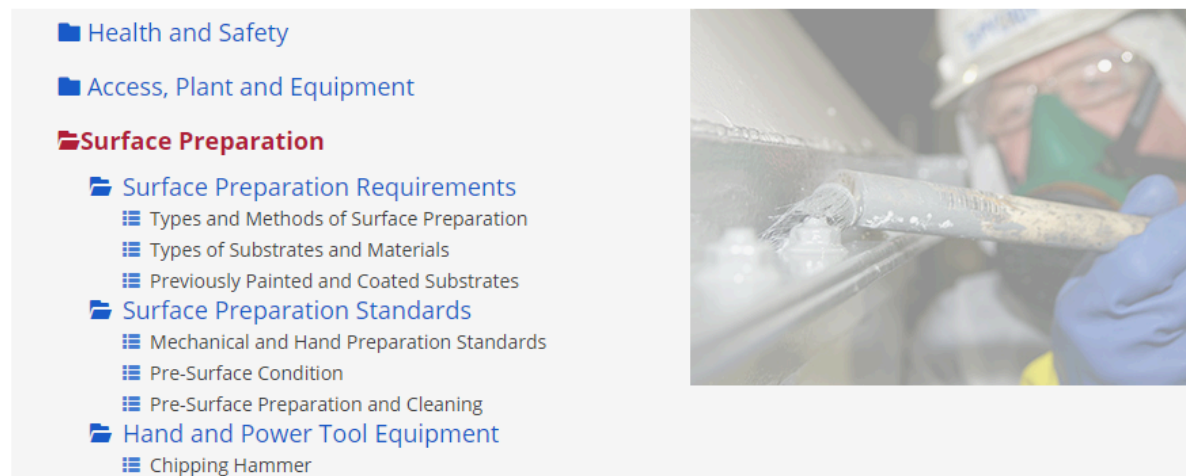

Training Course Content

Please note, Training Course Content should be the default page when you first log in, so you will only need to use the dropdown link above when navigating from another page.
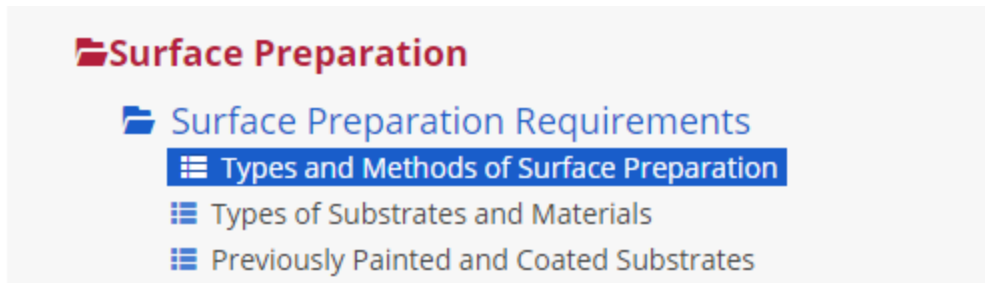

Training Course Content

You can drill into each topic eg. "Surface Preparation" by clicking on the folder icon. This will display all units related to that topic.

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VIEWING TRAINING COURSE CONTENT

View Course Material via Online Slideshow

From the Training Course Content list, you can view a unit slideshow by clicking on a unit.

Each unit slideshow starts with an objective slide, which gives an overview of the unit.

Objective slide for unit slideshow

Select *Start Presentation* to begin the slideshow
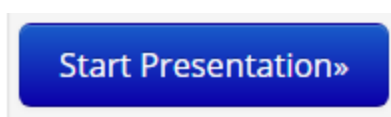
Start Presentation button

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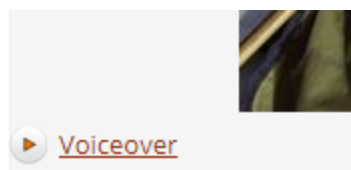# VIEWING TRAINING COURSE CONTENT

Slide 1 of PCA Unit 1.1 (Company Induction)

The presentation is comprised of a number of slides. Each slide is made up of:

- an image, video, or animation
- slide notes
- an optional voiceover

Voiceover (optional)

At any point during the slideshow you can toggle the voiceover on and off using the voiceover button

VIEWING TRAINING COURSE CONTENT

Toggle the voiceover on or off

**Navigating to Previous / Next Slides**

You can use the left and right arrows to navigate between slides.

View previous and next slides

Tools and Extra Resources

There are various tools and media that can be accessed from any slideshow using the *Tools* option in the sidebar. From the Tools tab, you can access video and animation media as well as conversion tools and reference material.
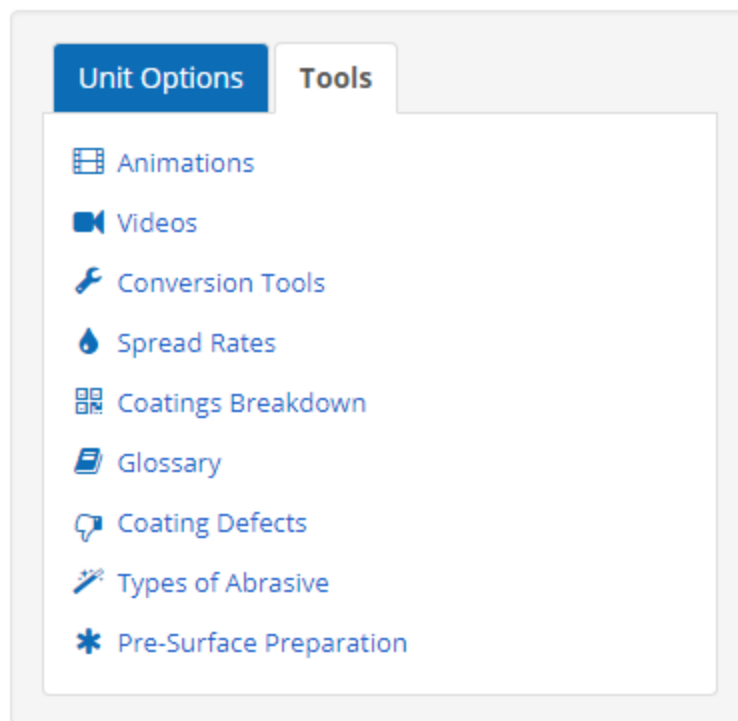
Tools can be accessed from the sidebar

VIEWING TRAINING COURSE CONTENT

Download PDF Handouts for Individual Units

From the unit slideshow you can also download PDF handouts relating to the unit you are currently viewing, via Tools > Download Handout.

This is an alternative to viewing course content using the online slideshow, and may be useful if students need to study offline, for example.
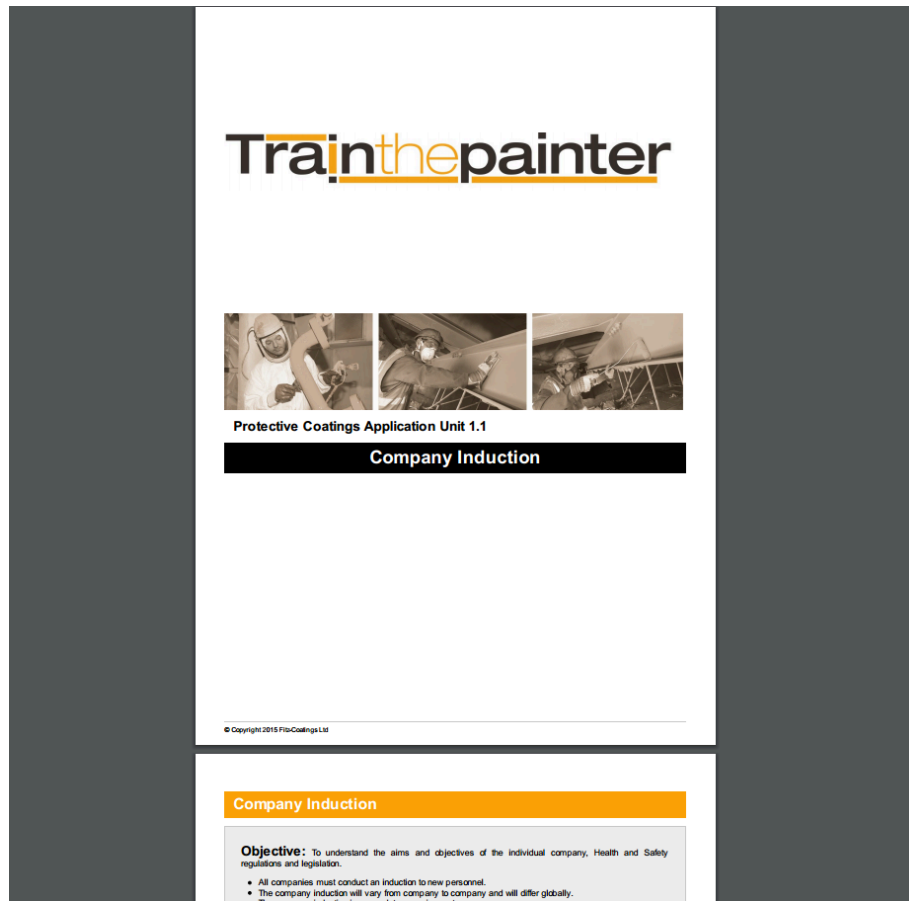
To download a PDF, click the *Download Handout* button in the sidebar from any given unit slideshow.
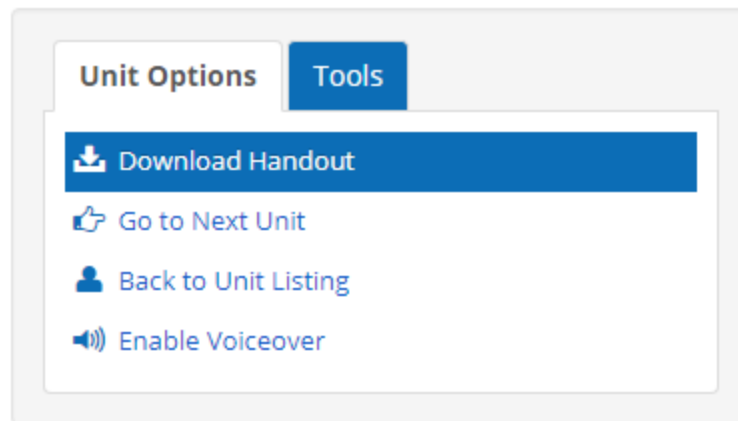
Download Handout button

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VIEWING TRAINING COURSE CONTENT

Downloadable PDF Handout for PCA Unit 1.1 Company Induction

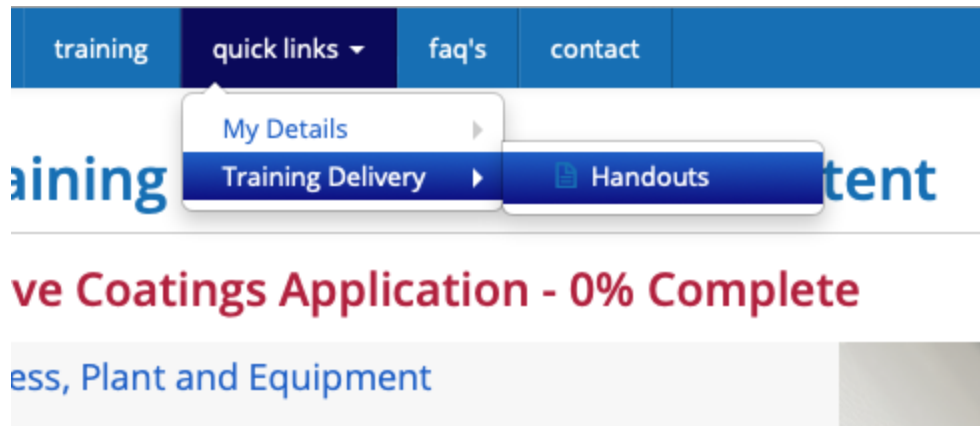# Download PDF Handouts for Entire Units

The last section explained that PDF handouts can be downloaded for a specific sub-unit from the unit slideshow.

If you want to download handout material a full unit and all sub-units - this handout content can be downloaded from the Handouts section, accessed via the Training dropdown on the navigation bar.

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VIEWING TRAINING COURSE CONTENT

Select the **quick links** option from any page, then browse to **Training Delivery** and **Handouts**

Handouts link

Unit Handouts page