



## Training Management Brochure

**Your LMS Homepage:** Example of your own custom LMS homepage..... It will have a welcome screen and list of catalogs on the left side. The look and feel of the Page Header, can be customized with your company logo.

A screenshot of a Windows Internet Explorer browser window displaying the TIG University LMS homepage. The browser's address bar shows the URL "http://theinstructorgroup.inquisiq.com/". The page header features the TIG logo and navigation links: HOME, COURSE CATALOG, MY COURSES &amp; INFORMATION, REPORTS, ADMINISTRATOR MENU, and LOGOUT. A user is logged in as "LMS Administrator" with an account expiration of 9 days. The main content area is titled "Home" and includes a search bar, a "Welcome to your Home University" message, and a list of links: "Lazy Days" and "Resume Writing". The footer contains the text "Powered by INQUISIQ EX ver. 1.8.1", navigation links, and copyright information for The Instructor Group, LLC, 2007.

**Course Catalog page:** This is where a user can view all the courses available to them depending on how they are grouped by their administrator.

The screenshot shows a web browser window titled "TIG University - Windows Internet Explorer" with the address bar displaying "http://theinstructorgroup.inquisiq.com/catalog/". The browser's toolbar includes a search box with "Google" and various utility buttons like "Go", "Bookmarks", "Popups okay", "Check", "AutoLink", "AutoFill", "Send to", and "Settings". A Norton security bar is visible with the message "Fraud monitoring is on".

The website header features the logo for "THE INSTRUCTOR GROUP" with the tagline "Leaders in corporate and continuing education training!". A navigation menu includes links for "HOME", "COURSE CATALOG", "MY COURSES & INFORMATION", "REPORTS", "ADMINISTRATOR MENU", and "LOGOUT". A user status bar on the right indicates "Logged in as: LMS Administrator" and "Account Expires in 9 days".

The main content area is titled "Course Catalog" and contains a search box labeled "Search Catalog:" with "Search" and "Clear" buttons. Below the search box are two course listings:

- Lazy Days**: "Where Doug and Richard work like crazy". Includes a "Launch" button and a "View Course Details" button.
- Resume Writing**: "This course is a self paced online training module designed to allow learners to effectively draft a resume, prepare for an interview, and get the job!". Includes a "View Course Details" button.

At the bottom of the page, it states "Powered by INQUISIQ EX ver. 1.8.1" and provides a footer with navigation links: "HOME | COURSE CATALOG | MY COURSES & INFORMATION | REPORTS | ADMINISTRATOR MENU | ABOUT THE INSTRUCTOR GROUP, LLC". The copyright notice is "© The Instructor Group, LLC, 2007" with the email "rhull@theinstructorgroup.com".

The Windows taskbar at the bottom shows the system tray with "Internet | Protected Mode: On", "100%", "Yahoo! Search", and the time "8:52 PM".

**My Courses page:** This will show of courses that the user is registered or enrolled in. Here you can also check the course schedules, your previous history of training, any certificates and other account information.

The screenshot shows the 'My Courses' page of the TIG University LMS. The browser is Windows Internet Explorer, displaying the URL <http://theinstructorgroup.inquisiq.com/myinfo/>. The page header includes the TIG University logo and navigation links: HOME, COURSE CATALOG, MY COURSES & INFORMATION, REPORTS, ADMINISTRATOR MENU, and LOGOUT. The user is logged in as 'LMS Administrator' with an account expiration of 9 days.

The main content area is titled 'My Courses' and features a summary table with the following data:

ENROLLED (1)	OVERDUE (0)	COMPLETED (2)	EXPIRED (0)										
<table border="1"> <thead> <tr> <th>Course ▲</th> <th>Due</th> <th>Expires</th> <th>Details</th> <th>Launch</th> </tr> </thead> <tbody> <tr> <td>Lazy Days</td> <td>-</td> <td>May 26, 2008</td> <td></td> <td></td> </tr> </tbody> </table>	Course ▲	Due	Expires	Details	Launch	Lazy Days	-	May 26, 2008					
Course ▲	Due	Expires	Details	Launch									
Lazy Days	-	May 26, 2008											

A sidebar on the left, titled 'My Information', contains links to Account Information, My Courses, My Sessions, My Certificates, My History, and My Calendar. A 'NOTE' box states: 'You are enrolled in courses with live/classroom components. Click "My Sessions" above to view the schedule and enroll in individual sessions.'

The footer of the page includes the text: 'Powered by INQUISIQ EX ver. 1.8.1', navigation links (HOME | COURSE CATALOG | MY COURSES & INFORMATION | REPORTS | ADMINISTRATOR MENU), and contact information: 'ABOUT THE INSTRUCTOR GROUP, LLC', '© The Instructor Group, LLC, 2007', and 'rhull@theinstructorgroup.com'.

**Reports page:** Here is where an individual can view their own activity or an administrator can run reports on all students in any grouping.

The screenshot shows a Windows Internet Explorer browser window displaying the TIG University Reports page. The address bar shows the URL <http://theinstructorgroup.inquisiq.com/reports/reportBuilder.asp>. The browser's toolbar includes Google, Go, Bookmarks, Popups okay, Check, AutoLink, AutoFill, Send to, and Settings. The Norton toolbar indicates "Fraud monitoring is on". The page header features the TIG University logo and navigation links: HOME, COURSE CATALOG, MY COURSES & INFORMATION, REPORTS, ADMINISTRATOR MENU, and LOGOUT. The user is logged in as "LMS Administrator" with an account expiration of 9 days. The main content area is titled "Reports" and includes a "New Report" button and a list of "Default Reports" such as "Activity Last Month", "Activity Last Quarter", "Activity Last Week", "Activity This Month", "Activity This Quarter", "Activity This Week", "Activity Today", "Activity Yesterday", "All Course Data", "All Lesson Data", and "All Overdue". The "Report: Activity This Quarter" section provides options for date range selection (All Dates, Absolute Date Range, Relative Timeframe), user selection (All Users, Select User(s), All Groups, Select Group(s)), user status (Active, Disabled, Both), and report data selection (Course Data, Lesson Data, Objective Data, Interaction Data). The page footer shows the Windows taskbar with the system clock at 8:53 PM.

Here is basic quarterly report sample.


Activity This Quarter: Generated 6/8/2007

**View your report**  
Click any bold column head to sort results. To sort by descending value, click the column head again.

Shows the totals for each sorted segment of data. Totals are not displayed when exporting to Excel format.

Emails all users shown in this report.

Closes this window.

 Export to Excel

Last Name	First Name	Lesson	Course	Lesson Status	Score	Elapsed Time	Date	Interactions	Objectives
Administrator	LMS	Richard's Day at the Park	Lazy Days	not attempted	-	-	-	-	-
Administrator	LMS	Resume Writing-Demo	Resume Writing	completed	-	00:01:52	May 19, 2007	<a href="#">Details</a>	<a href="#">Details</a>
Administrator	LMS	Resume Writing-Demo	Resume Writing	completed	-	00:03:10	May 30, 2007	<a href="#">Details</a>	<a href="#">Details</a>
Lentine	Doug	Resume Writing-Demo	Resume Writing	in progress	-	-	-	-	-

**Administrator Menu page:** This is where a training, business unit, or HR leader will have access to upload courses/lessons, work with setting up users (by batch upload or individually), develop evaluations, certificates and manage the training management system for your organization.

The screenshot shows a Windows Internet Explorer browser window displaying the Administrator Menu page of the TIG University system. The browser's address bar shows the URL <http://theinstructorgroup.inquisiq.com/admin/>. The page header includes the TIG University logo and navigation links: HOME, COURSE CATALOG, MY COURSES & INFORMATION, REPORTS, ADMINISTRATOR MENU, and LOGOUT. The user is logged in as 'LMS Administrator' with an account expiration of 9 days. The main content area is titled 'Administrator Menu' and features a sidebar with a tree view of navigation options: Course Catalog, Courses, Lessons, Sessions, Users, Groups, Evaluations, Certificates, and Version Info. The main content area is titled 'Administrator's Area' and provides instructions on how to deploy courseware, including a 'Quick Start to deploying courseware' section with four steps: 1. Upload content package, 2. Create a new course, 3. Create a new catalog, and 4. Final confirmation. The page footer includes the text 'Powered by INQUISIQ EX ver. 1.8.1' and a navigation bar with links to HOME, COURSE CATALOG, MY COURSES & INFORMATION, REPORTS, ADMINISTRATOR MENU, and ABOUT THE INSTRUCTOR GROUP, LLC. The Windows taskbar at the bottom shows the system tray with the time 8:54 PM and the date 8/5/2010.