

Title: How to import the Learning Block from "My Block"

Description:

Step 1: Go to the side bar and click on My Programme.

The screenshot shows the CISTReC 2.0 website interface. At the top right, there is a user profile section with the text "Creating (Demo) KENSHIN GAN Logout". Below this is a navigation bar with links: HOME, PROGRAMME, DASHBOARD, EVENT, E-TUTORIALS, CONTACT US, ABOUT US. The main header is a dark bar with the text "My Programme". On the left, there is a "Menu" sidebar with the following items: Dashboard, Announcement, Profile, Programme Market, My Programme, Administration, Library, and ERP Management. The main content area is titled "My Programme" and "Programme Log". It features an "ADD" button and three program cards. The first card is "CISTReC Comprehensive Training" with the description "The CISTReC Comprehensive Training is de...". The second card is "CISTReC Operation Manual" with the description "This CISTReC manual is for the learner t...". The third card is "RSPO Upskilling Training" with the description "RSPO certification is an assurance to bu...". Each card lists the owner as "Demo KENSHIN GAN".

Step 2: Choose one of the programme.

The screenshot shows the "Programme Details" page for "CISTReC Operation Manual". The page has a dark header with the title "Programme Details". On the left, there is a "Menu" sidebar with the following items: Dashboard, Announcement, Profile, Programme Market, My Programme, Administration, Library, ERP Management, Associate List, and Evaluation Setup. The main content area is titled "Program Profile" and has tabs for "Profile", "Learning Block", "Tracing Block", "Group", and "Evaluation Summary". Below the tabs, there is a note: "Enterprise Program only allows specified company user to enroll without restriction". The profile details are as follows:

|                             |                                                                            |
|-----------------------------|----------------------------------------------------------------------------|
| <b>Programme Title</b>      | CISTReC Operation Manual                                                   |
| <b>Synopsis/Description</b> | This CISTReC manual is for the learner to learn how the CISTReC operation. |
| <b>Field</b>                | CISTReC Manual                                                             |
| <b>Public Visibility</b>    | Off                                                                        |
| <b>Access Code</b>          | No                                                                         |
| <b>Program Nature</b>       | Skills Training                                                            |
| <b>Program Ranking</b>      | None                                                                       |

Step 3: Go to the Learning Block tab and click on Edit button.

## Programme Details

### Menu

- > Dashboard
- > Announcement
- > Profile
- > Programme Market
- > My Programme
- > Administration
- > Library
- > ERP Management
- > Associate List
- > Evaluation Setup

Profile Learning Block Tracing Block Group Evaluation Summary

### Learning Block List

#### CISTReC Operation Manual

This Operation Manual Including The Creating, Mentoring And Learning Feature.



Created by KENSHIN GAN

EDIT

## Edit Programme

### Menu

- > Dashboard
- > Announcement
- > Profile
- > Programme Market
- > My Programme
- > Administration
- > Library
- > ERP Management
- > Associate List

Profile Learning Block Tracing Block Group Evaluation Summary

### Learning Block List

ADD

#### CISTReC Operation Manual

This operation manual including the creating, mentoring and learning feature.



Created by KENSHIN GAN

Step 4: Set the column based on the requirement.

## New Block

### Menu

- > Dashboard
- > Announcement
- > Profile
- > Programme Market
- > My Programme
- > Administration
- > Library
- > ERP Management
- > Associate List
- > Evaluation Setup

### Block Profile

**Block**

**Import Block From**

**Import Block**

www.cistrec20.com/user/corporate/new\_module\_form.php?prog\_id=108&type=learn

### Select Block

- 1.0 - HAMM Mercedes Training Program
- Automotive After Sale Services - Sijil Kemahiran Malaysia (SKM) - Level 2
- CM01 PERFORM VEHICLE MAINTENANCE AND ROAD TEST - No Belong To Programme
- E-Practical - Energy Efficient Vehicle (EEV) Hybrid Training
- Energy Efficient Vehicle Level 1 - No Belong To Programme
- HAMM Learning Block - No Belong To Programme
- Introduction To Palm Oil Industry - RSPO Upskilling Training
- Level 1: Hybrid Electric Vehicle Classification And Systems - Energy Efficient Vehicle (EEV) Hybrid Training
- Level 2: Hybrid Electric Vehicle Operations And Maintenance Skills Training - Energy Efficient Vehicle (EEV) Hybrid Training
- Level 3: Hybrid Electric Vehicle Mechanical Components Repair And Replacement Skills Training - Energy Efficient Vehicle (EEV) Hybrid Training
- Level 4: Hybrid Electric Vehicle Wiring System Repair And Replacement Skill Training - Energy Efficient Vehicle (EEV) Hybrid Training
- Module 10: Manual Transmission Unit Overhauling - Sijil Kemahiran Malaysia (SKM) - Level 2
- Module 11: Manual Transaxle Unit Overhauling - Sijil Kemahiran Malaysia (SKM) - Level 2
- Module 12: Automatic Transmission Overhauling Unit - Sijil Kemahiran Malaysia (SKM) - Level 2
- Module 13: Automatic Transaxle Unit Overhauling - Sijil Kemahiran Malaysia (SKM) - Level 2
- Module 14: Rear & Front Axle Rectification Work - Sijil Kemahiran Malaysia (SKM) - Level 2
- Module 15: Suspension System Rectification Work - Sijil Kemahiran Malaysia (SKM) - Level 2
- Module 16: Manual Steering System Rectification Work - Sijil Kemahiran Malaysia (SKM) - Level 2
- Module 17: Power Steering System Rectification Work - Sijil Kemahiran Malaysia (SKM) - Level 2

**Import Block**



- > Programme Market
- > My Programme
- > Administration
- > Library
- > ERP Management
- > Associate List
- > Evaluation Setup

