

Title: How to add the ERP Instructor (Progress Setting)

Description:

Step 1: Go the My ERP. Choose the Programme.

**ADD**

This function is a premium feature for enterprise user to manage multiple corporates or program owners under a sustainable training utilization.

**Available ERP** **My ERP** **Program** **ERP Instructor (3)**

#	ERP Name	Status
1	Audit Management & Monitoring	Approved
2	COP Certification	Pending
3	RSPO Department Monitoring And Management	Pending
4	SLDN TEST	Approved

Step 2: Go to the side bar and choose Progress Setting.

**ADD**

**Progress Setting**

**ERP Instructor** **Join** **Apply** **Section 1** **Section 2** **Section 3** **Section 4**

#	Location	Agreement	Action
1	Tawau, Sabah	Agreement to work here	
2	Sandakan, Sabah	Agreement to work here	
3	MPOB HQ	Agreement to work here	
4	Port Klang, Selangor	Agreement to work here	

Step 3: Click on the Add button to proceed the setting.

**CISTREC 2.0**  
Community Industry Skills Training Reference Consortium

Creating (Demo) KENSHIN GAN Logout

HOME PROGRAMME DASHBOARD EVENT E-TUTORIALS CONTACT US ABOUT US

## Audit Management & Monitoring

Menu

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

### Progress Setting

ERP Instructor **Join** **Apply** Section 1 Section 2 Section 3 Section 4

**ADD**

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Step 4: Fill in the related information such as preferred location and assignment agreement. Then, click Submit.

### ERP Instructor

Preferred Location

Assignment Agreement

Sample agreement

Use Default

**CLOSE** **SUBMIT**