



# OnlineExpert

## Getting Started Guide

Web address/URL:  
[lms.onlineexpert.com](https://lms.onlineexpert.com)

## Student Dashboard

Once logged in, you will see the student dashboard. Enter your access code and then select Courses to begin a new course.

**Personalize your web experience:**

Select the **Accessibility Menu** through the green icon in the upper-right corner. Select each of the buttons to customize the look and function of your page.

**Additional Options:** Once you begin a course and start the video portion:

- Closed captioning
- Fullscreen viewing mode

1. Review the Course Description
2. Review the Glossary (key terms and definitions)
3. Take the Pre-Assessment
4. Watch the video training
5. Complete the Student Workbook Activities (Projects and Course Support Files reinforce video training)
6. Post-Assessment (passing score = 80% or higher)
7. Review activity and scores

IC3 GS6 - Level 1

SKILL LEVEL All	LESSONS 21	Duration 09:58:22
ORGANIZATION LearnKey	CATEGORY IC3 GS6	LANGUAGE English

Not Started ▶ Start ▶ Watch Preview

1 Description 5 Content 5 Resources Bookmarks 2 Glossary 7 My Activity

Search

Domain 1: Technology Basics 0% 0/6 ^

IC3 GS6 - Level 1 Domain 1 Pre-Assessment 3	0%
Workbook and Support Files	0%
Lesson 1 - Access and Navigate Between Digital Environments 4	0% 0/8
Lesson 2 - Digital Devices, Connections, and Fundamental Software Concepts	0% 0/7
Lesson 3 - Fundamental Hardware, Operating System, and Networking Concepts	0% 0/13
IC3 GS6 - Level 1 Domain 1 Post-Assessment 6	0%

### Personalize your web experience:

Select the **Accessibility test or lab question Text Zoom option** through the blue icon in the upper-left corner.

Increase the text size up to 5 times.

Exit Zoom

Reset Skip Back Next

Question 1 of 48 (ID 21484)

Which are common operating systems for computers? Choose two answers.

- Pearson VUE
- Windows
- Firefox
- Macintosh



### Pre-Assessment

The pre-assessment is used to determine prior knowledge of the subject matter. It will also help you identify strengths and weaknesses, allowing you to focus on improving your understanding of specific subject matter.

### Video training session

Each training course is divided into domains and lessons with topics and subtopics. LearnKey recommends incorporating all the available external resources into your training, including student workbooks, glossaries, course support files, and additional customized instructional material. These resources can be accessed via the folder icon at the top of the page.

### Exercise Labs

Labs are interactive activities that simulate situations presented in training. Step-by-step instructions are provided.

### Post-Assessment

The post-assessment is used to determine knowledge gained from interacting with the training. A passing score is 80% or higher.

### Awards - Certificates of Completion and Completion Badges

If all post-assessments in the course are passed with an 80% or higher, a Certificate of Completion will become available. If all post-assessments in the course are passed with a 90% or higher, a Completion Badge will be awarded.

Sample Certificate of Completion




Sample of Completion Badge



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## Technical Requirements and Best Practices





Each workstation used for training purposes must meet or exceed the following requirements:

## Required Minimum Hardware

LearnKey's Online Expert LMS is compatible with all modern desktop and mobile web browsers and operating systems. A high-speed internet connection is required; we recommend a download speed of at least 10 Mbps. There are no additional system requirements for most available courses.

- Satellite internet is not recommended. The high latency can cause errors and loading issues in the training and assessments.

## Required Minimum Software

- PDF reader software (for example, Adobe Reader, the most recent version)
- For Mac, the recommended browser is Safari
- For PC, the recommended browser is Google Chrome

## Remote Learning Best Practices

- When accessing LearnKey courseware from home, try minimizing additional Wi-Fi connections like gaming or streaming videos which could cause course pages or videos to load slowly.
- If you use an internet filter or firewall, add [gmetrix.net](http://gmetrix.net) and [media-aws.onlineexpert.com](http://media-aws.onlineexpert.com) to the list of trusted sites.

If you have questions or concerns, please contact your administrator. We hope you have a wonderful training experience!