Operations Manual iON Digital Learning Hub (iDLH) (Learners' Perspective)

1. Opening iON Digital Learning Hub (iDLH):

iON Digital Learning Hub (iDLH) website address is <u>https://www.tcsionhub.</u>in This site can be opened in any of the current date web browsers like IE, Chrome, FireFox etc. But best viewed in Chrome and Firefox.

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Home Page - iON Digital Learning Hub

2. Account Registration and Logging in:

You must login to Digital Learning Hub in order to subscribe to various products like Courses, Communities and Assessments.

To login first you need to create an account by providing details like First Name, Middle Name, Last Name, Date of Birth, Email Address and Phone Number etc. Please note, while creating an account, the same email address cannot be provided for more than one account and the Login ID should also be unique. The password must meet the basic criterion mentioned in the registration screen under the info (i) link. All the mandatory fields must be filled up to create an account.

Login Screen

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You may login using credentials of iON, Google, Facebook or Twitter instead of creating an account. If you login using any third party credentials, you need not provide any details like name and date of birth explicitly. All the functionalities and features offered by Digital Learning Hub are seamless for either type of logins.

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User Registration Screen

3. <u>Retrieving Password:</u>

If you forget the password of your account, you can retrieve the password using the Forgot Password option present in Login screen. To retrieve your password, you must provide your Login ID, where an email would be sent to your registered email ID with password.

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Retrieving Password

4. <u>Searching Products:</u>

Products can be searched using the search utility present in home page. You can also search a product from the Catalogue which lists all the products based on Category and Subject. While searching a product, you can filter the search result using filters like Type, Category, Publisher etc.

Product Catalogue

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Searching Products

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5. <u>Product Page (Product Microsite):</u>

Once you have found the product you were searching, you can subscribe to the products by clicking on the option provided in the product image (stamp).

To view the details of the product, click on the stamp to open the Product page. The product page contains details like the topics covered, related product links, sample certificate view and FAQs. It also contains the option to subscribe.

Product Page (Microsite)

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6. Subscribing to Products:

A Product can be a Paid or Free product. To subscribe to a product you need to click on options like "Subscribe", "Take This", "Buy This", "Join This Community", "Add to Cart" or "Activate".

For a paid product "Buy This", "Buy Now", "Add to Cart" or "Activate Now" options are applicable. Few products require activation of subscription using an activation code. The code is typically provided by the Publisher/Distributor of the product on payment through offline mode.

Product page - Free course



Product page - Paid Course



Product page - Community



Payment option - Paid Product



License code Activation



7. Launching a Product:

Once the product has been successfully subscribed, you will get email notification of the same.

You can launch the subscribed course/community/assessment from "My Subscriptions".

My Subscriptions – Communities, Assessments, Courses & Question Papers

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Course Player - After launching a Course



Community Home page - After launching a Community

