



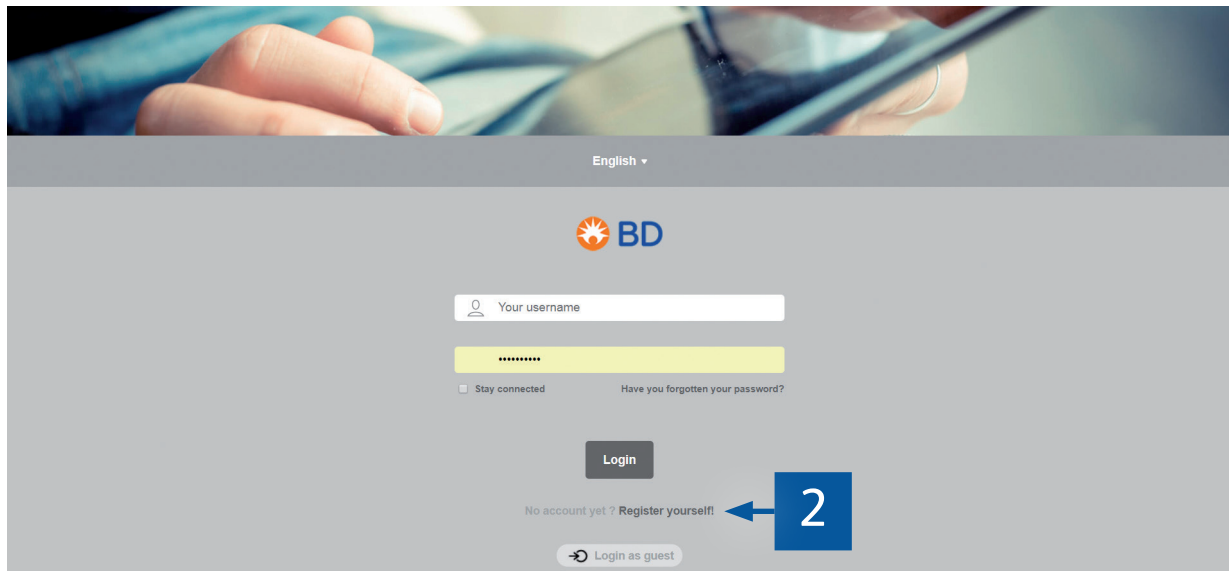
BD eLearning platform Learner's Guide

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Creating an account on the BD eLearning platform

- 1 - Click on the link you received by e-mail
- 2 - Click on « Register yourself »



The screenshot shows the login interface of the BD eLearning platform. At the top, there is a language selector set to "English". Below this is the BD logo, which consists of an orange sun-like icon and the letters "BD". The login form includes a "Your username" input field, a password field (represented by a yellow bar with dots), a "Stay connected" checkbox, and a "Have you forgotten your password?" link. A "Login" button is positioned below the password field. At the bottom of the form, there is a link that says "No account yet ? Register yourself!". A blue square with the number "2" and a white arrow points to this link, indicating the second step in the process. Below the registration link is a "Login as guest" button with a circular arrow icon.

Registration form opens

Creating an account on the BD eLearning platform

- 1 - Complete the form (Fields with * are mandatory)
- 2 - Choose an username (It is recommended to use your e-mail address as username)
- 3 - Choose a password

Register yourself!
Fill in the following fields to create your account

name *

first name *

username *

Password *

Confirm your password *

email *

2

3

- 4 - Please select “Yes” if you would you like to be informed on new products and services, or to be asked about your experience and opinion

email *

Function *

Institution *

Country *

Institution Zip code *

Institution Town *

Type of establishment *

Would you like to be informed through BD on product developments and services or where appropriate, to be questioned on your experience and opinion? *

Yes

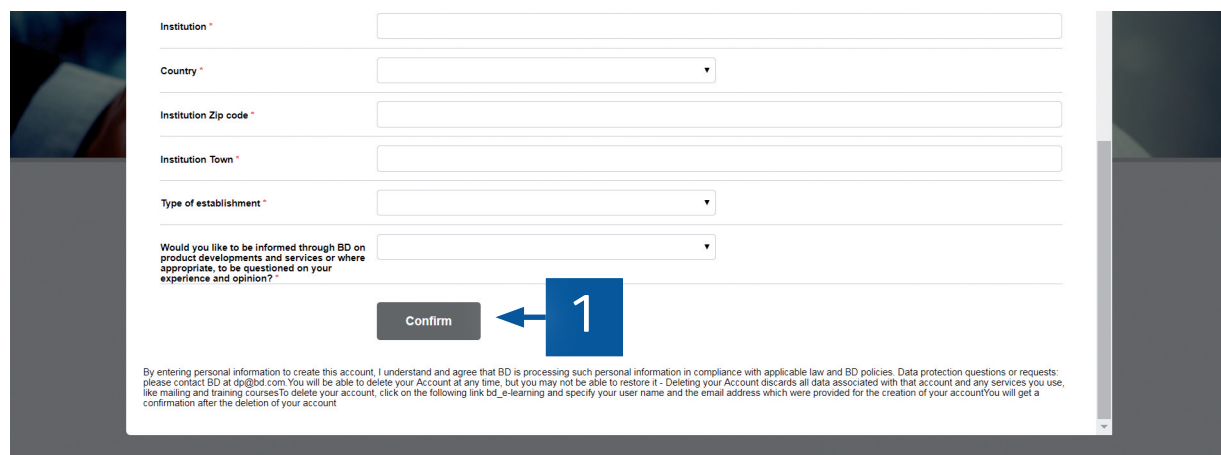
No

4

By entering personal information to create this account, I understand and agree that BD is processing such personal information in compliance with applicable law and BD policies. Data protection questions or requests: please contact BD at privacy@bd.com. You will be able to delete your Account at any time, but you may not be able to restore it - Deleting your Account discards all data associated with that account and any services you use, like mailing and training courses. To delete your account, click on the following link [bd_e-learning](#) and specify your user name and the email address which were provided for the creation of your account. You will get a confirmation after the deletion of your account.

Creating an account on the BD eLearning platform

1 - Click on « Confirm »



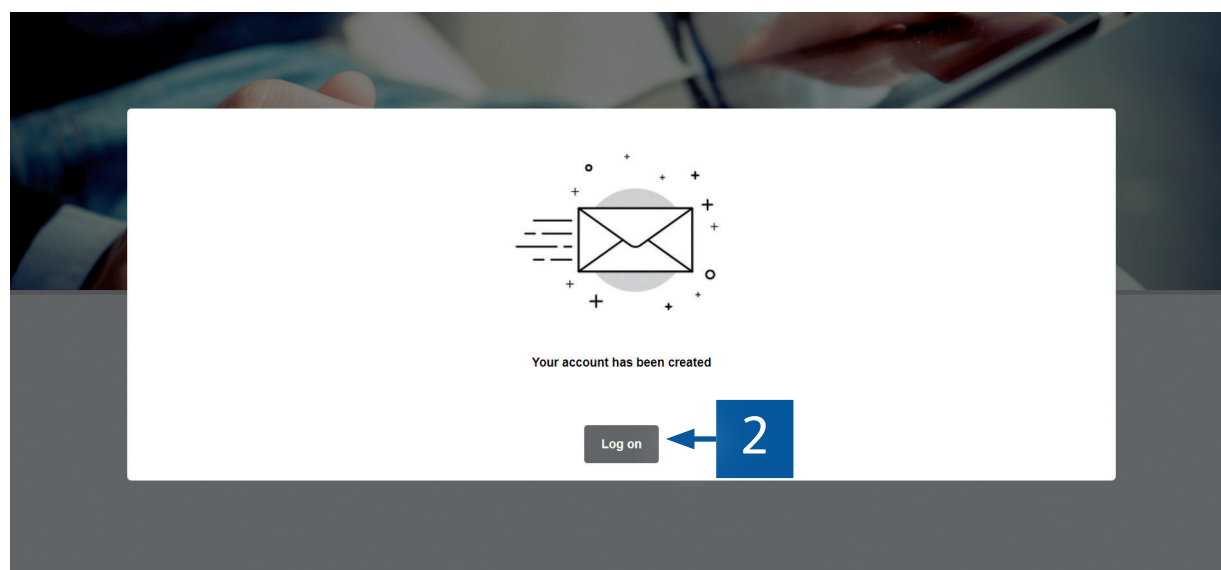
The registration form contains the following fields:

- Institution *
- Country *
- Institution Zip code *
- Institution Town *
- Type of establishment *
- Would you like to be informed through BD on product developments and services or where appropriate, to be questioned on your experience and opinion? *

A blue square with the number 1 and an arrow points to the **Confirm** button.

By entering personal information to create this account, I understand and agree that BD is processing such personal information in compliance with applicable law and BD policies. Data protection questions or requests, please contact BD at dp@bd.com. You will be able to delete your Account at any time, but you may not be able to restore it. - Deleting your Account discards all data associated with that account and any services you use, like mailing and training courses to delete your account, click on the following link [bd_e-learning](#) and specify your user name and the email address which were provided for the creation of your account. You will get a confirmation after the deletion of your account.

2 - Click on « Log on »



Accessing the BD eLearning platform

If you already have an account on the BD eLearning platform:

Connect to: <https://bd.elmg.net>

- 1** - Enter your username
- 2** - Enter your password
- 3** - Validate
- 4** - Check the box “Stay connected” if you want to login automatically for subsequent connections

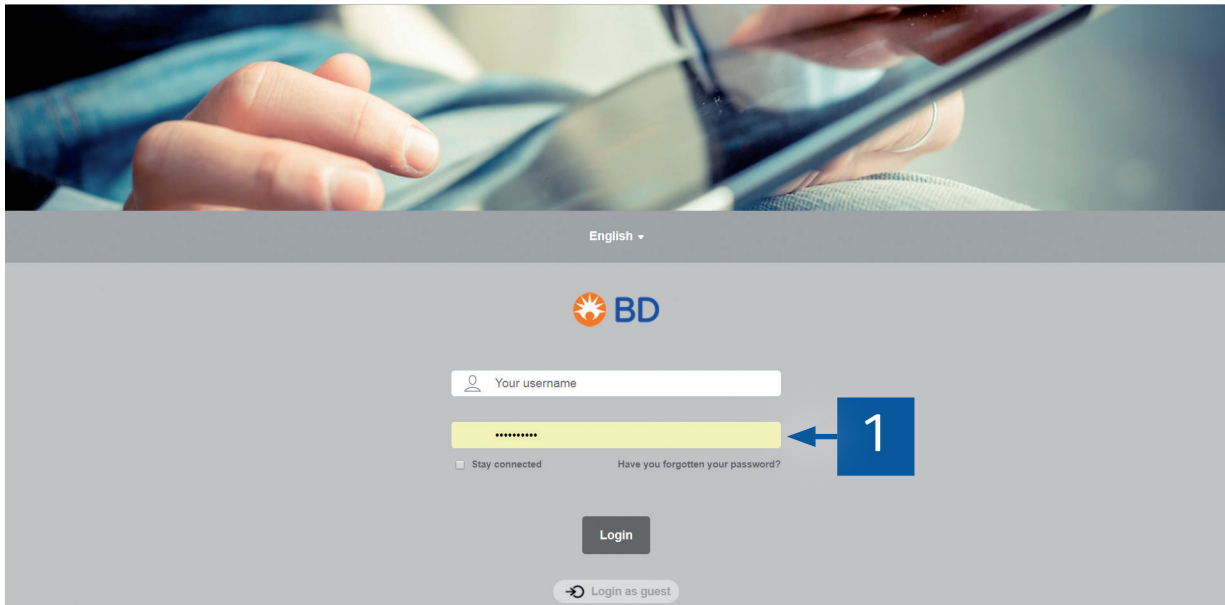


Feel free to click «Login as guest» to see demos of our eLearning without having to register.

Accessing the BD eLearning platform

If you already have an account but you do not remember your password, please follow the steps below:

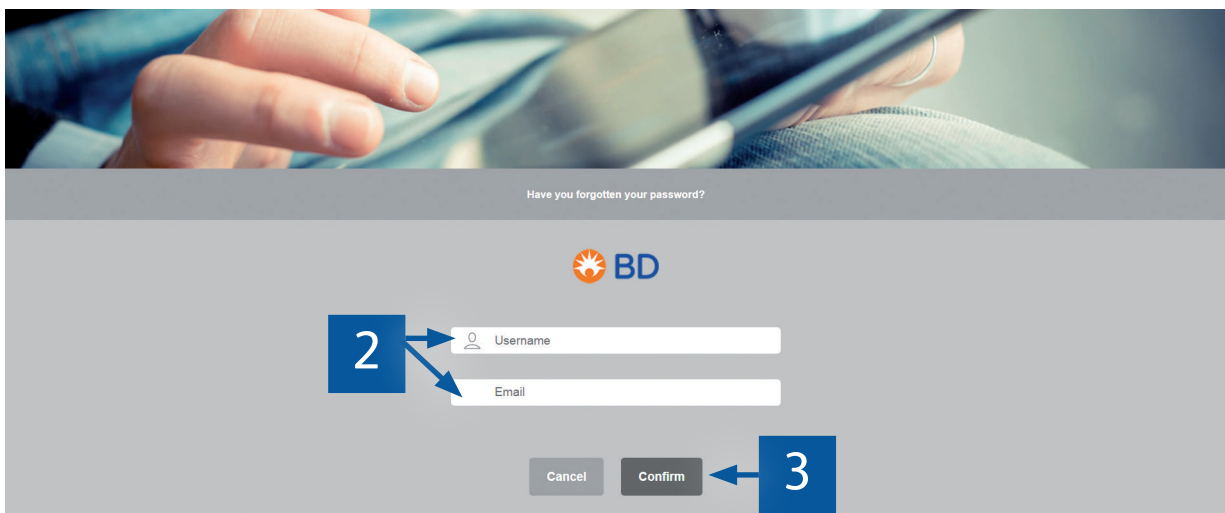
1 - Click on the link “Have you forgotten your password?”



2 - Enter your username and email

3 - Click « Confirm »

An email will be sent to you with your username and password.



Home page overview

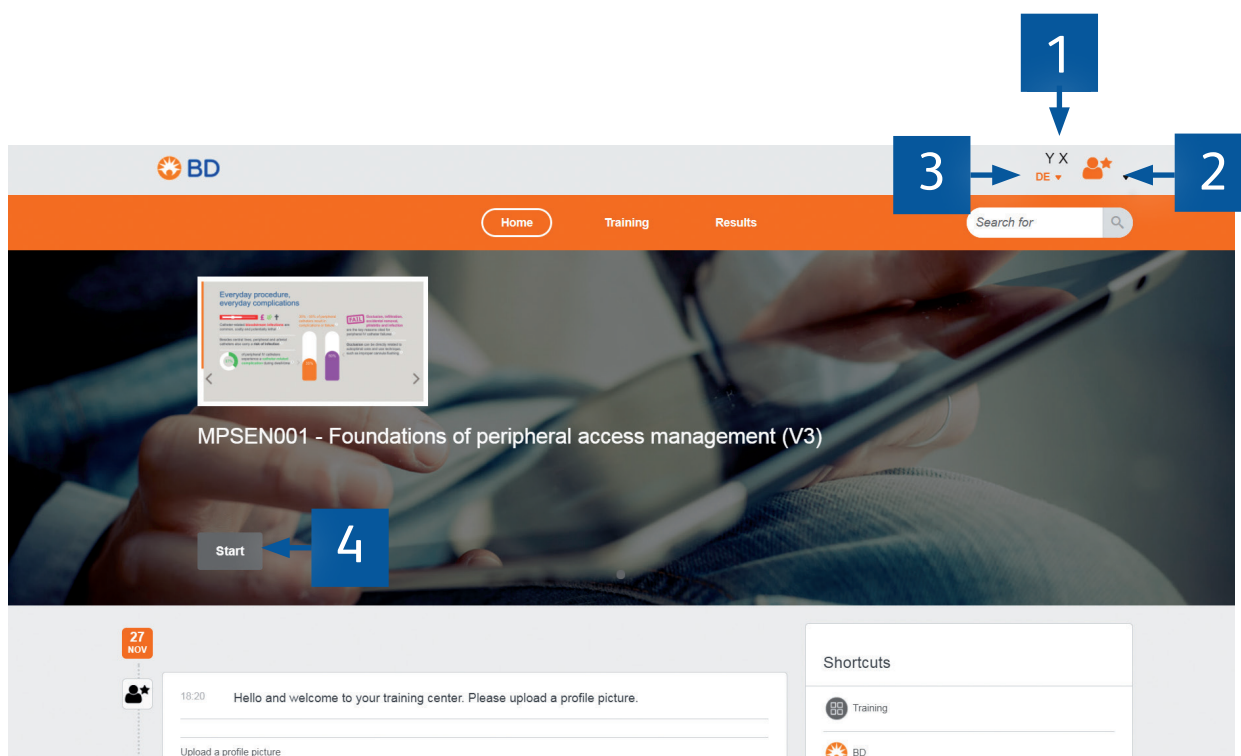
1 - Your name

2 - Your profile type: “Learner”

3 - Language

Change the language of interface on the eLearning website – **It does not change the language of training courses assigned.** The website is available in 8 languages – Dutch (DU) / English (EN) / French (FR) / German (DE) / Italian (IT) / Spanish (ES) / Finnish (FI) / Swedish (SV) – Please select the appropriate language

4 - Click «Start» to launch the featured course



Home page overview

1 - Home

This is the training account home page. It provides a quick overview of all your assigned learning modules and their status.

2 - Training

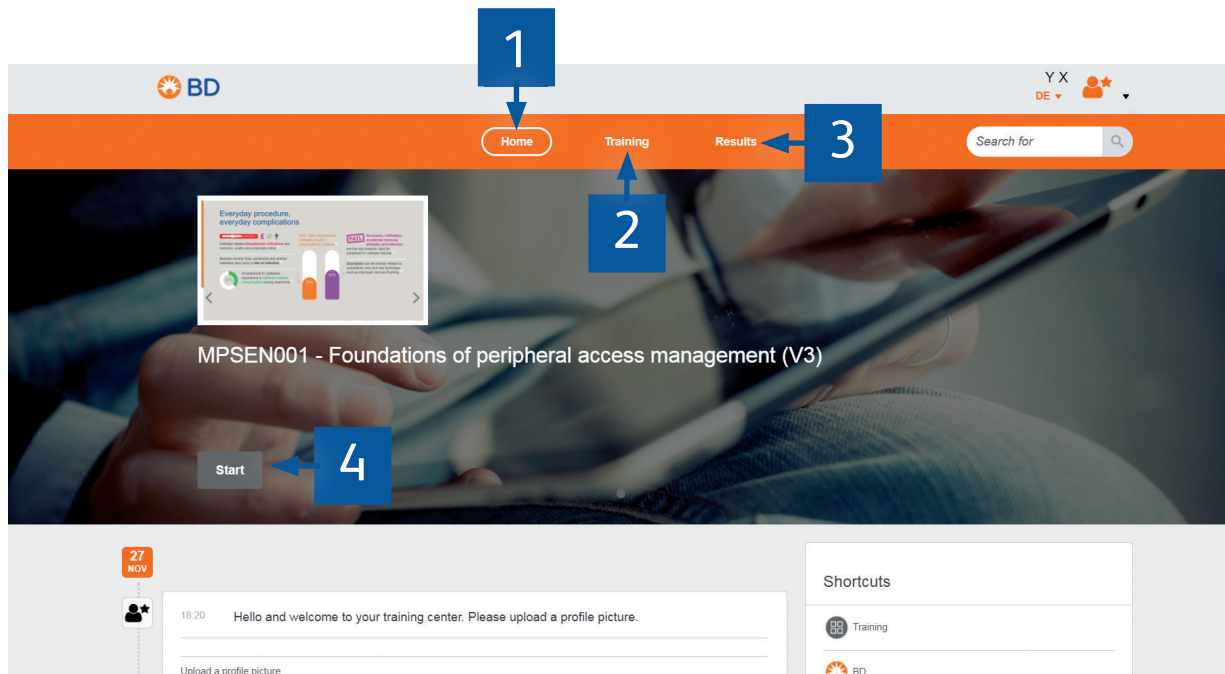
You may access your assigned training directly through this page link.

3 - Results

This link will allow live access to the results of your training courses

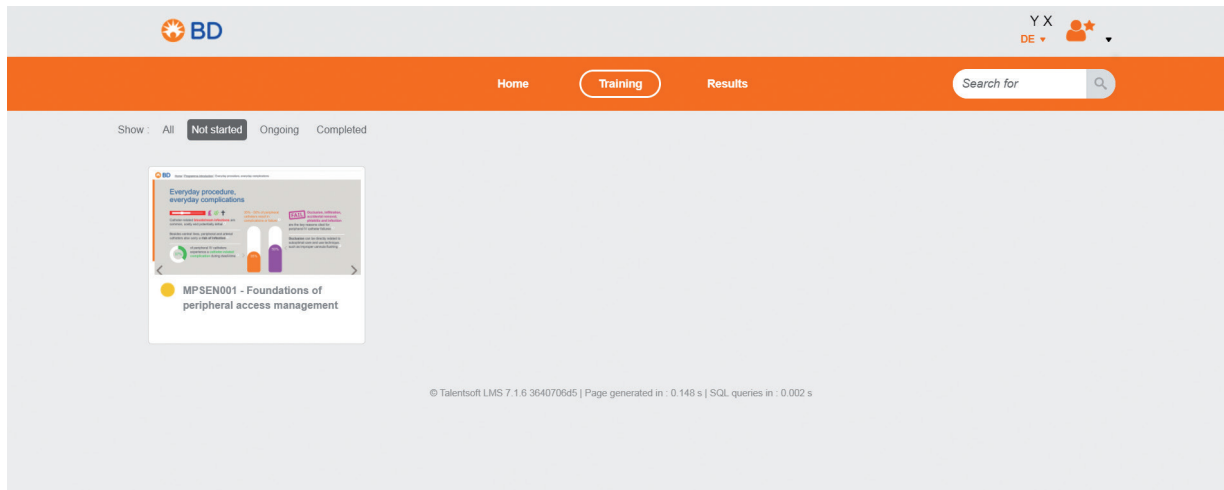
4 - Start

To launch the appropriate course, click on «Start» button.

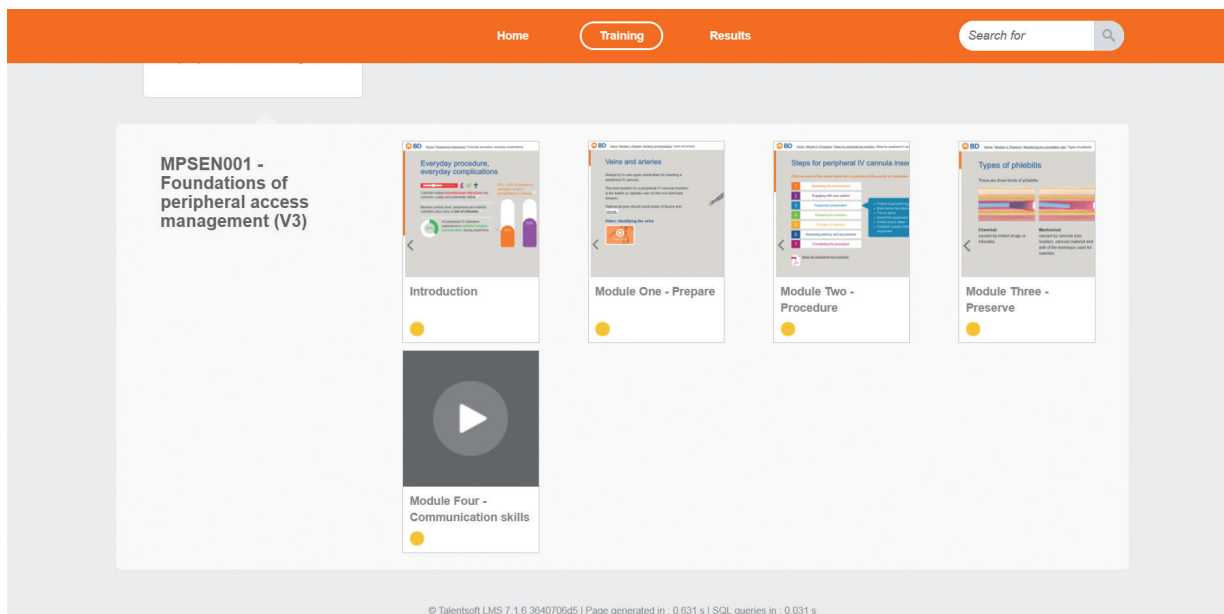


Training page overview

The **Training** screen provides an overview of all the available learning courses assigned to you. A learner can stop and restart the training course at any time. When the learner returns to the course, the latest screen viewed during the previous connection will be displayed without having to restart from the beginning.

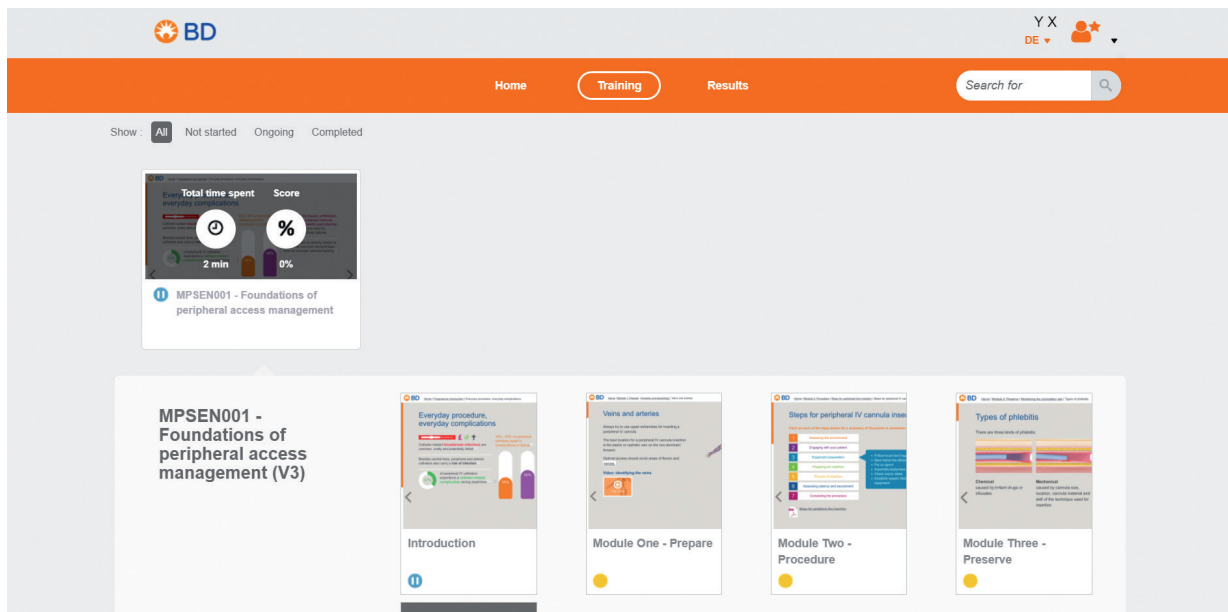


Training screen provides an overview of all available modules within a training course.

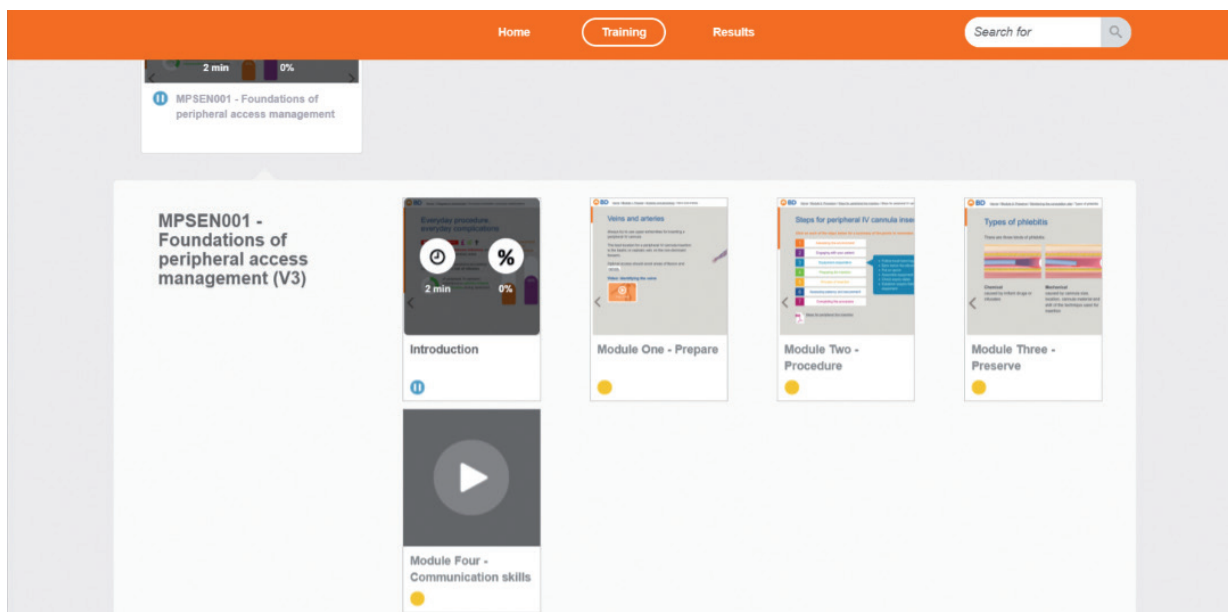


Training page overview

You can track your progress by moving the cursor over the **course icon**.



Within a course, you can track your progress on a given training **module** by moving the cursor over its icon.



Results page overview

This page displays the results of your assigned training courses.

The screenshot shows the 'Results' page in the BD LMS. The top navigation bar includes 'Home', 'Training', and 'Results' (highlighted). A search bar is on the right. The main content area is divided into several sections:

- Learner's results**: A table showing scores and times.

Metric	Value
Average score	0%
Max score	0%
Min score	0%
Total time	0 h 01 min 38 s
Average time	0 h 01 min 38 s
- Courses average (Score)**: A 3D line chart showing 'Learner's average' (green) and 'Overall average' (red) for course MPSEN001. The learner's average is at 0%.
- Courses average (Status)**: A 3D pie chart showing 100% 'Validated' (blue) status.
- List of courses**: A table with one course listed: 'MPSEN001 - Foundations of peripheral access management (V3) (0/5)'. A blue box with the number '1' and an arrow points to this course name.

At the bottom, there is a footer: '© Talentsoft LMS 7.1.6 3640706d5 | Page generated in : 0.274 s | SQL queries in : 0.008 s'.

- 1** - Click on a course name to view details of each learning module including course status, score.

The screenshot shows the detailed view of the course 'MPSEN001 - Foundations of peripheral access management (V3) (0/5)'. The top navigation bar is the same as the previous screenshot. The main content area includes:

- Learner's results**: A table showing scores and times (same as the overview page).
- List of courses**: A table with one course listed (same as the overview page).
- Click on a course title to view the description**: A section showing the course details and a list of modules.

Module	Status	Score	Time	Launching
Introduction	Not started	0%	0 h 01 min 38 s	1 launching
Module One - Prepare	Not started	NS		
Module Two - Procedure	Not started	NS		
Module Three - Preserve	Not started	NS		
Module Four - Communication skills and human factors	Not started	NS		

At the bottom, there is a footer: '© Talentsoft LMS 7.1.6 3640706d5 | Page generated in : 0.104 s | SQL queries in : 0.002 s'.

Results page overview: Course certificate

From any screen choose “Results” to get access to results and reports

Learner's results [-]

Average score	0%	Total time	0 h 01 min 38 s
Max score	0%	Average time	0 h 01 min 38 s
Min score	0%		

Courses average (Score)

Courses average (Status)

100%

Legend: Not started, Ongoing, Not validated, Validated

List of courses [-]

Click on a course title to view the description

MPSEN001 - Foundations of peripheral access management (V3) (0/5)	0	0 h 01 min 38 s	1 launching	
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1

1 - Click on certificate icon to see your course certificate (in new window)

2 - Click on «Download file» to download it in PDF format

CERTIFICATE OF COMPLETION

TRAINING PROGRAMME

COURSE	STATUS
MPSEN001 - Foundations of peripheral access management (V3)	Ongoing

- Introduction - Score : 0%
- Module One - Prepare - Score : -
- Module Two - Procedure - Score : -
- Module Three - Preserve - Score : -
- Module Four - Communication skills and human factors - Score : -

This certificate is awarded to: YX

Date: 06/12/2017

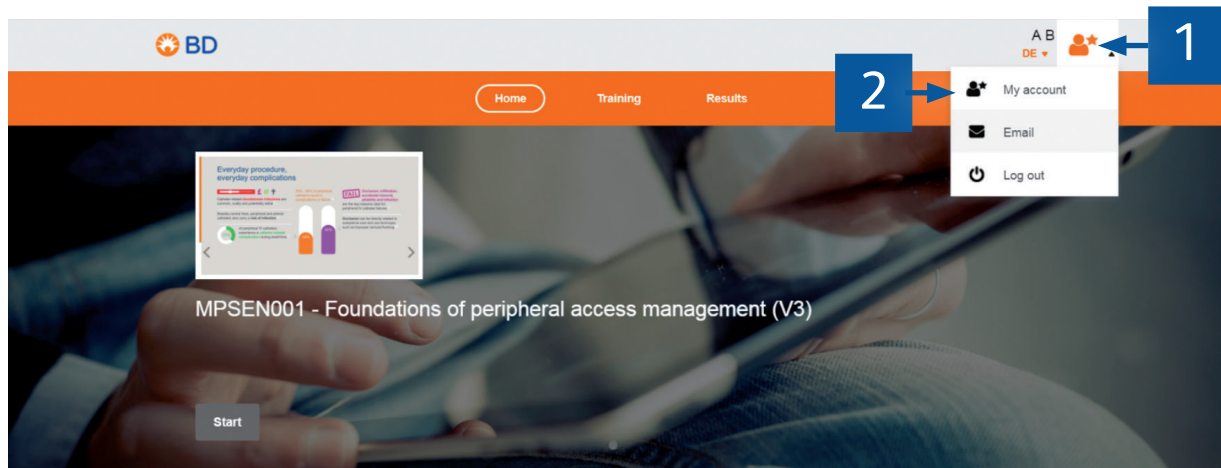
2

Download the file

Editing account information

Follow these steps to change your current password:

- 1 - From any screen choose your account icon
- 2 - Then click on «My account»



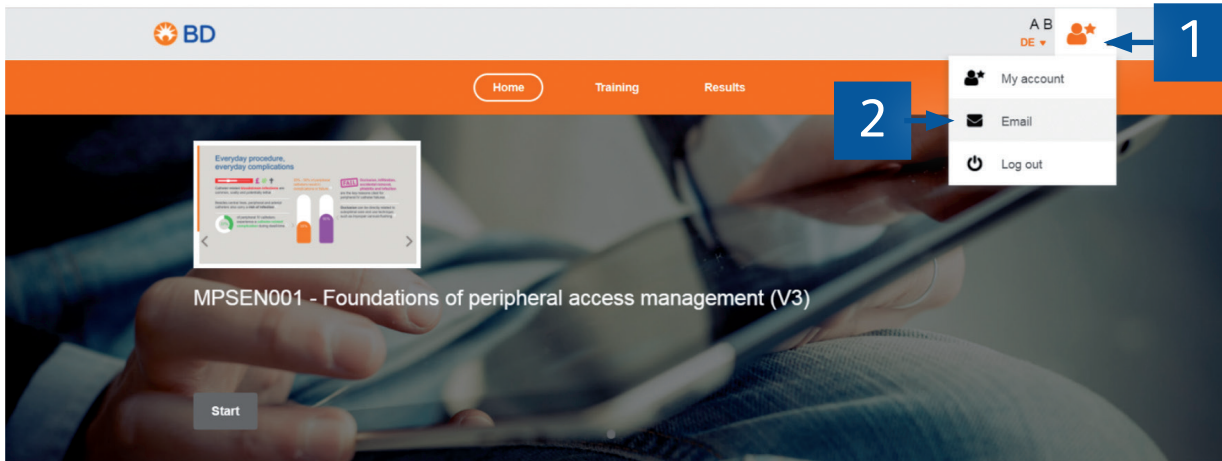
Registration form opens

- 3 - To change your password please type your current and new password in the appropriate fields. Click “Confirm” password change. Leave all these fields empty if you want to keep your current password.

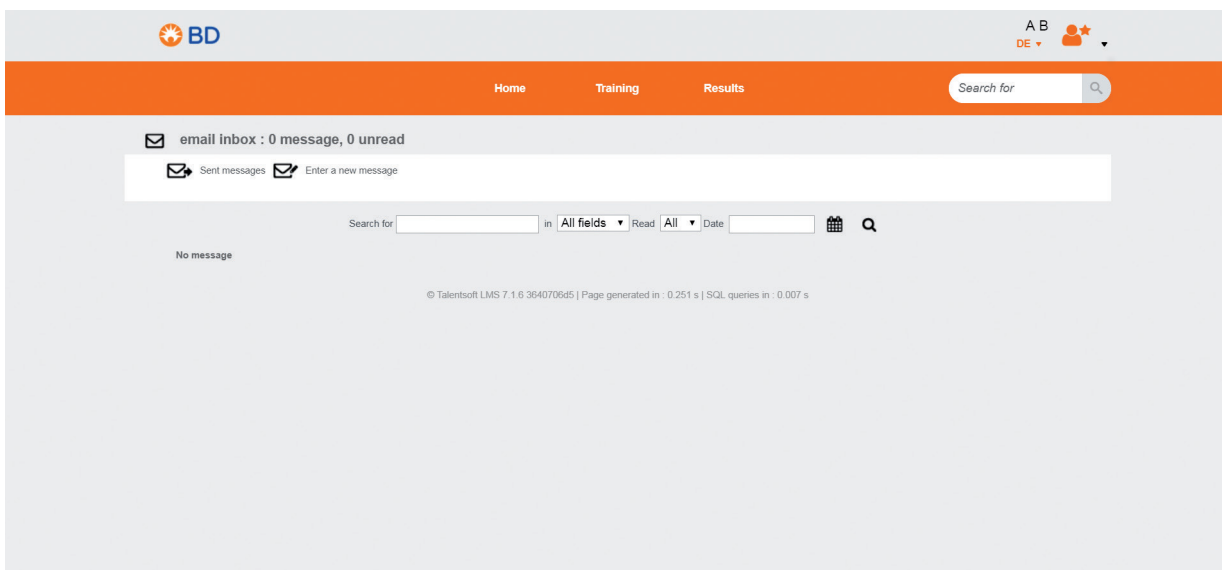
A screenshot of the 'Edit your account' form on the BD website. The form is titled 'Edit your account' and contains several sections. The 'Account properties' section includes fields for 'Last name*', 'First name*', 'Email*', 'Picture' (with a 'Choose File' button and 'No file chosen' text), 'Function' (a dropdown menu), 'Institution*', 'Country*', 'Institution Zip code*', 'Institution Town*', 'Type of establishment' (a dropdown menu), and a checkbox for 'Would you like to be informed through BD on product developments and services or where appropriate, to be questioned on your experience and opinion?'. Below this is a 'Default language' dropdown menu. The 'Password' section has three input fields: 'Type your current password', 'Type your new password', and 'Confirm your password'. To the right of these fields are labels 'Empty without changes' for the new password and confirm fields. At the bottom of the form are 'Confirm' and 'Cancel' buttons. A blue arrow labeled '3' points to the 'Confirm' button.

eLearning mail box

- 1 - From any screen choose “My account” icon
- 2 - Then click on «Email»



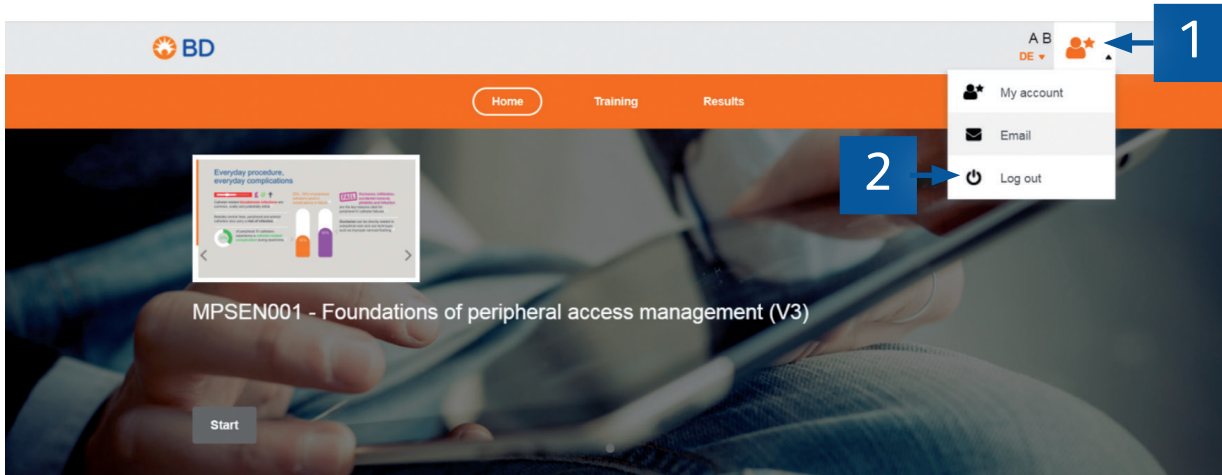
Integrated mail inbox:



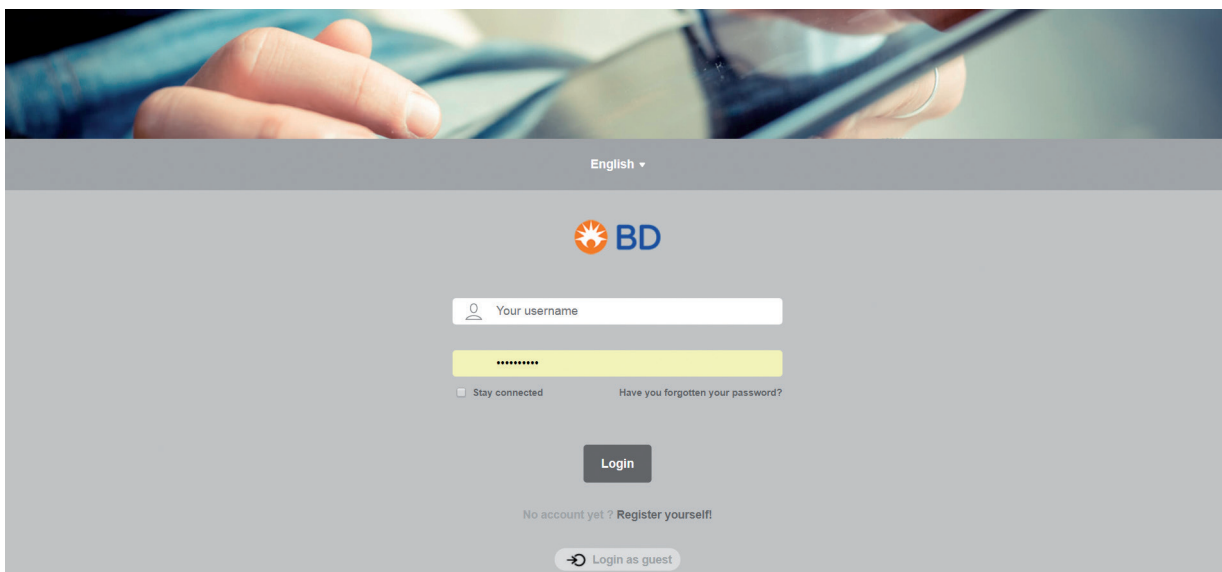
Use this integrated mail box application to communicate with your instructor, as well as to share comments and information with other learners.

Logging-out

- 1 - From any screen choose “My account” icon
- 2 - Then click on «Log out»

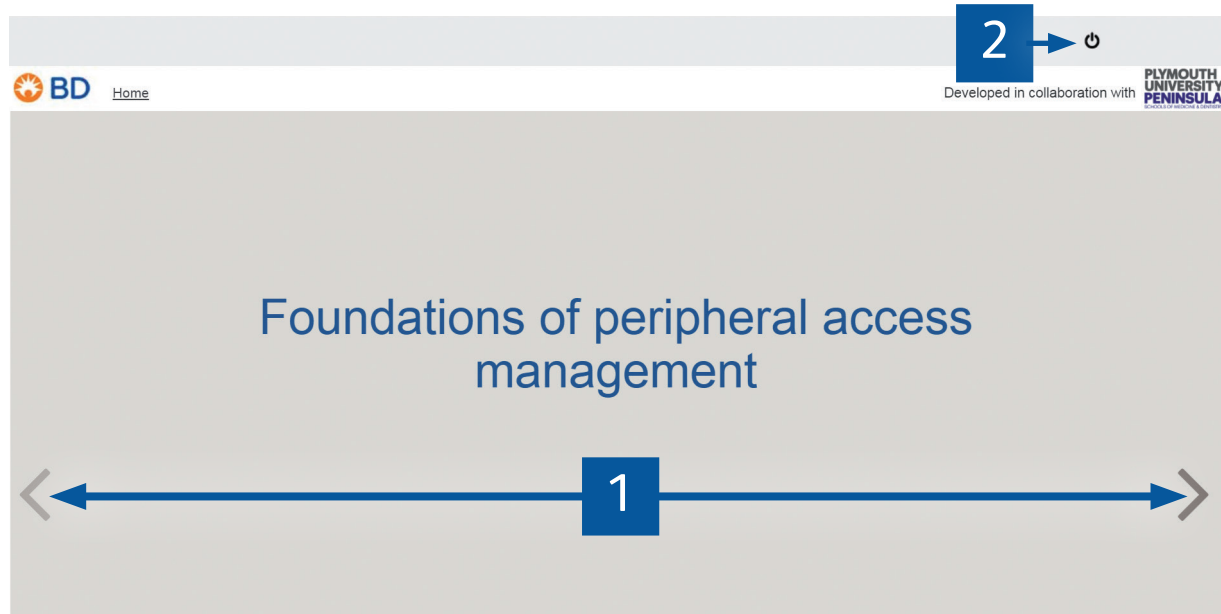


You will be redirected to log-in page

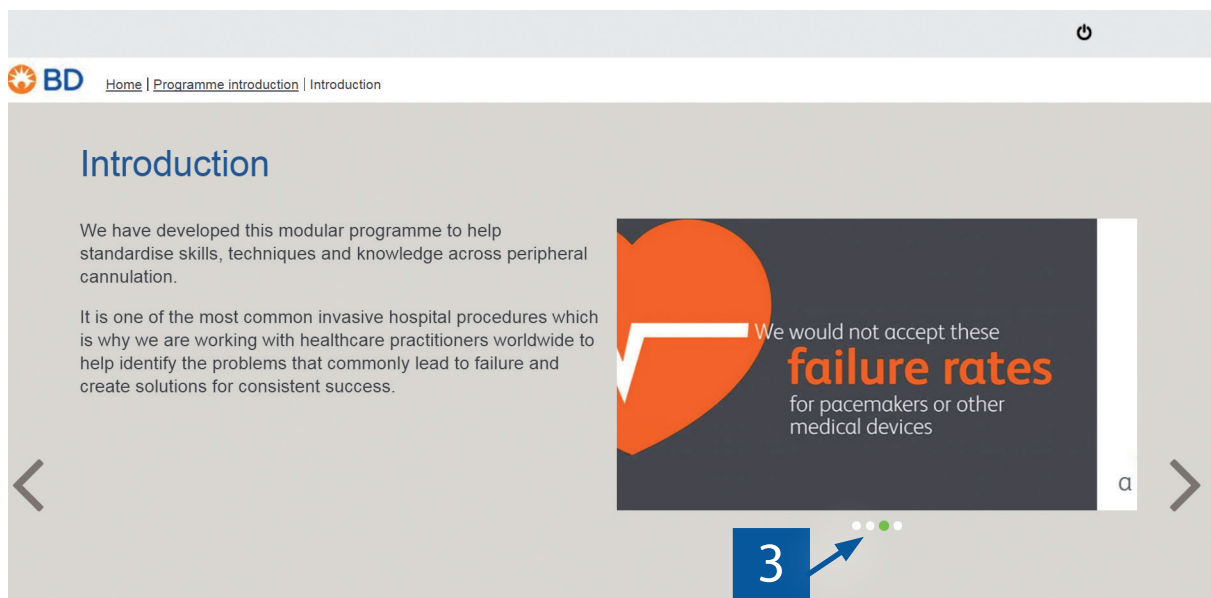


Course navigation

- 1 - Use arrows to navigate back and forth in the module
- 2 - « Exit » button, to exit the course. Your progress in the current session will be saved



- 3 - Number of pages in a section



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bd.com

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