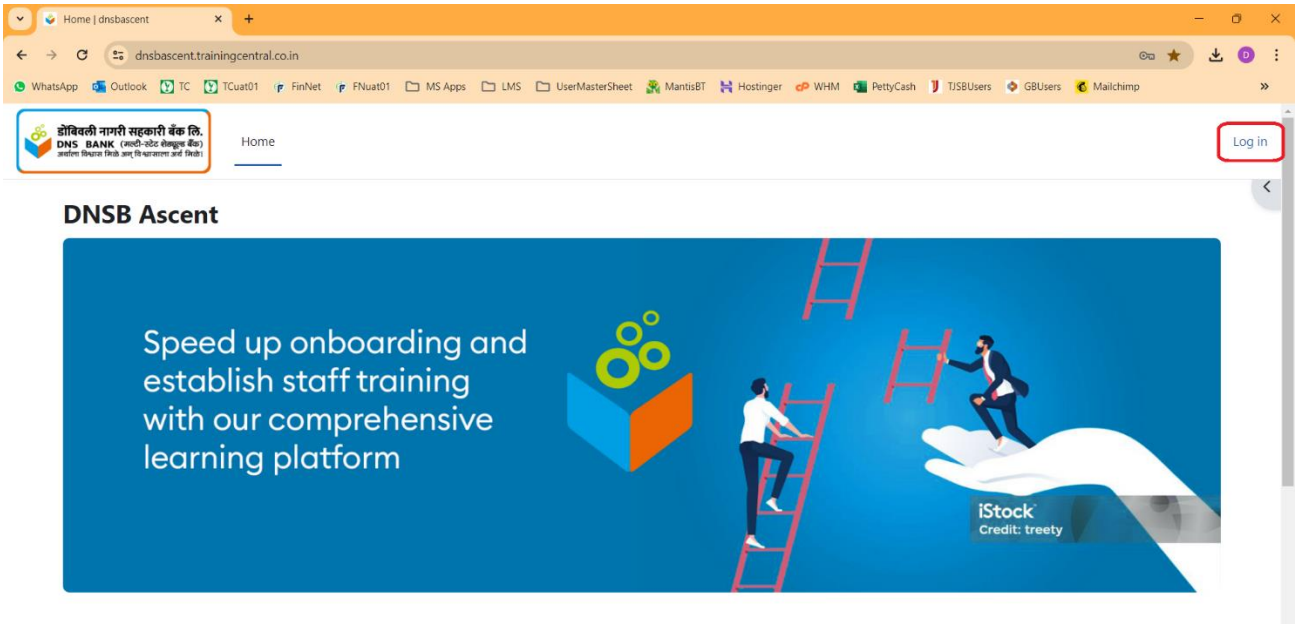
TrainingCentral

Dombivli Nagari Sahakari Bank Ltd. (LMS)
Help Manual for the Web Browser

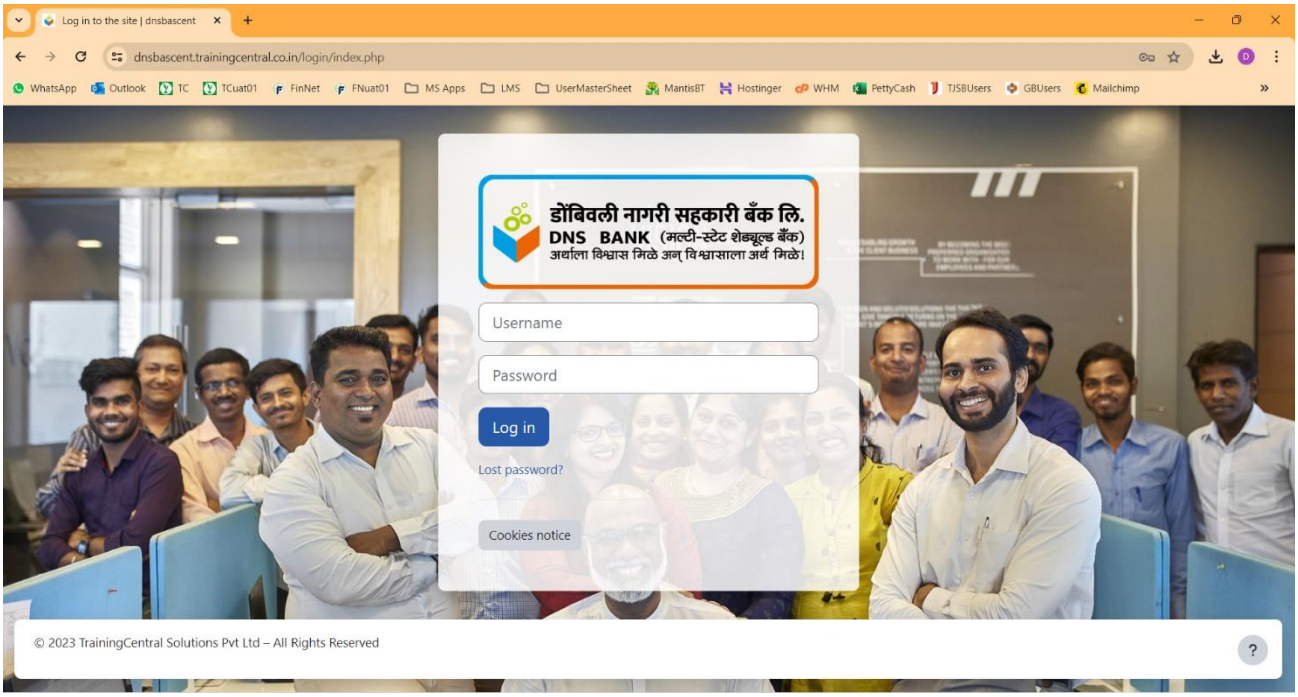
डोंबिवली नागरी सहकारी बँक लि.
DNS BANK (मल्टी-स्टेट शेड्यूल्ड बँक)
अर्थाला विश्वास मिळे अन् विश्वासाला अर्थ मिळे!

Version 1.0.0

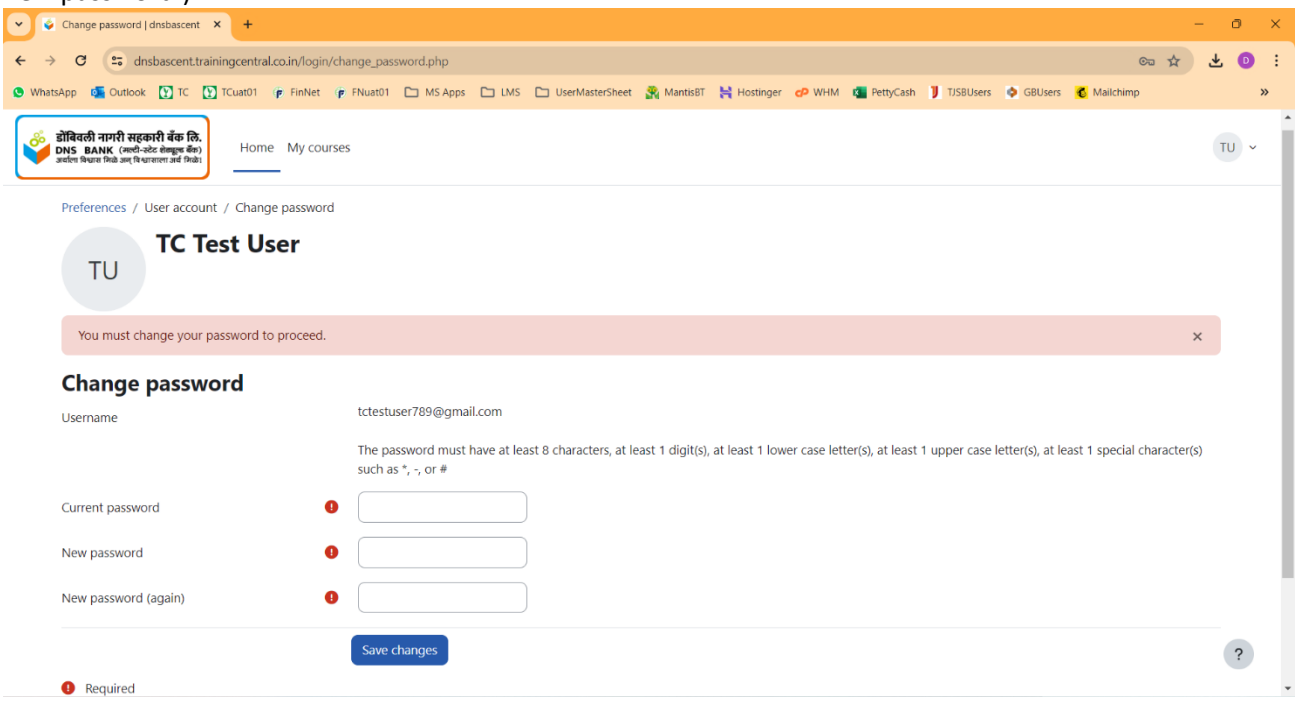
1. Open https://dnsbascent.trainingcentral.co.in/ and click on login button.



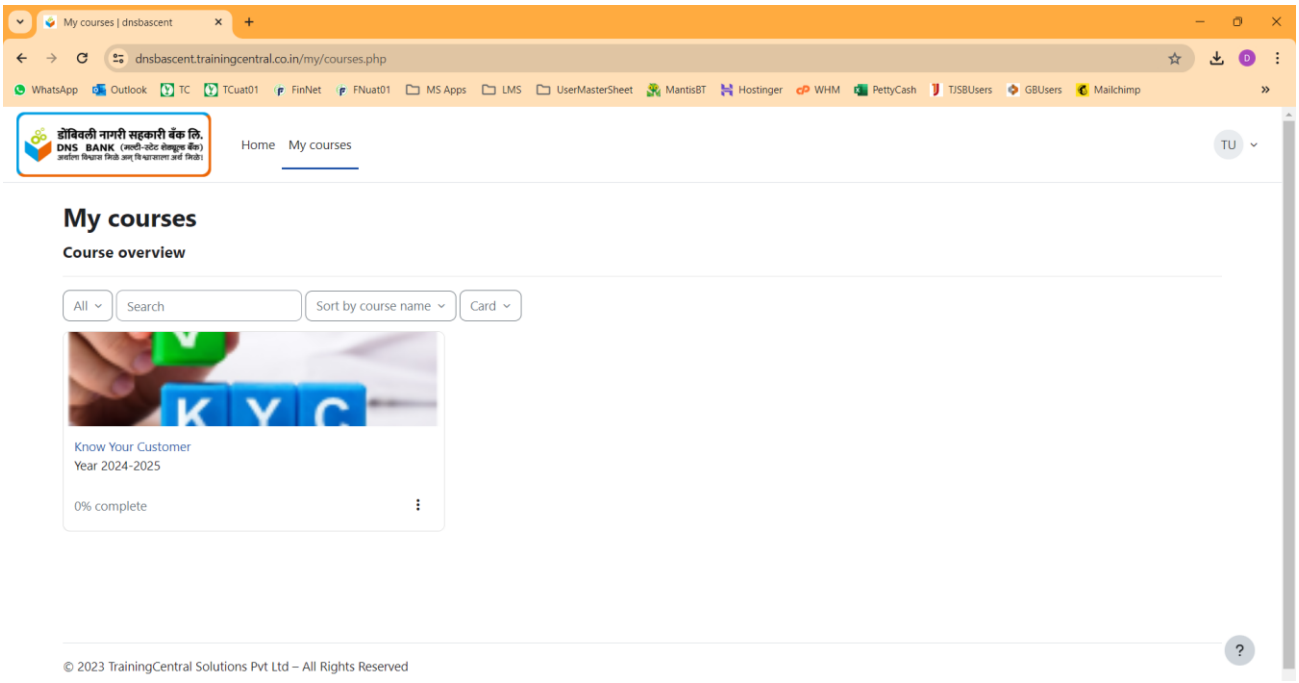
2. Login with your Username and password (as shared by your employer or HR/L&D Team).



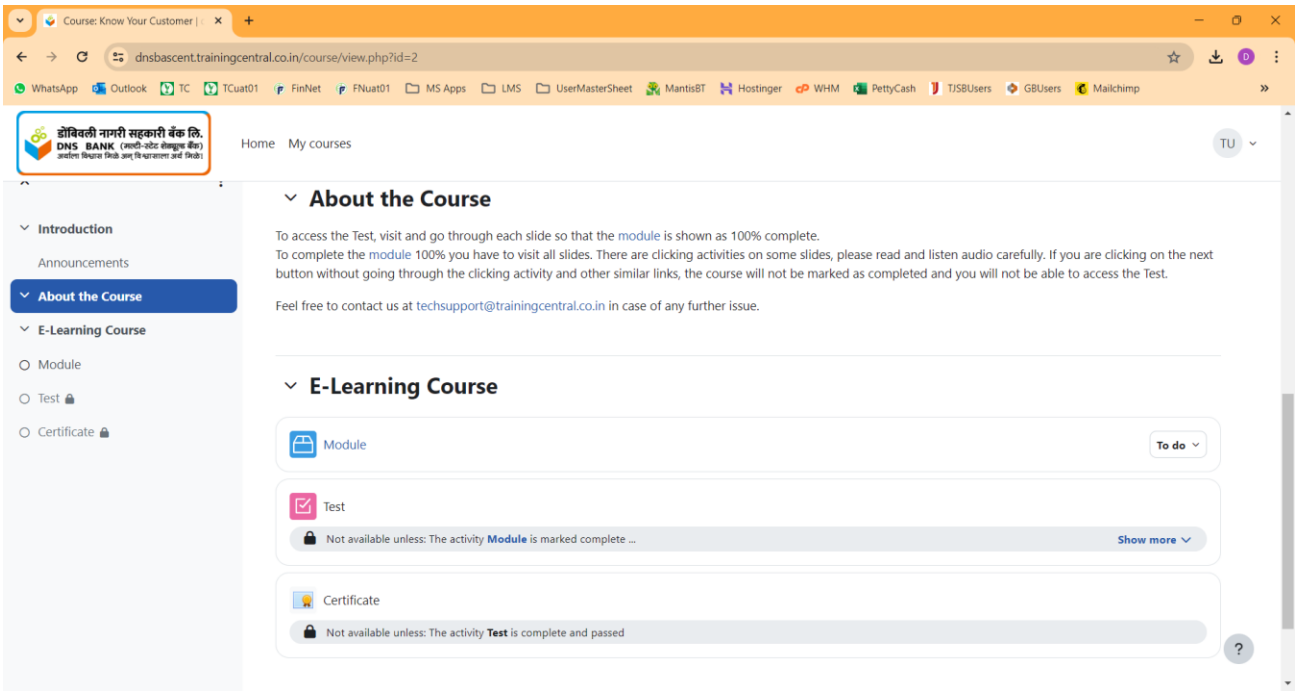
3. After logging in for the first time, you will get a window to reset your password. (Please remember your new password.)



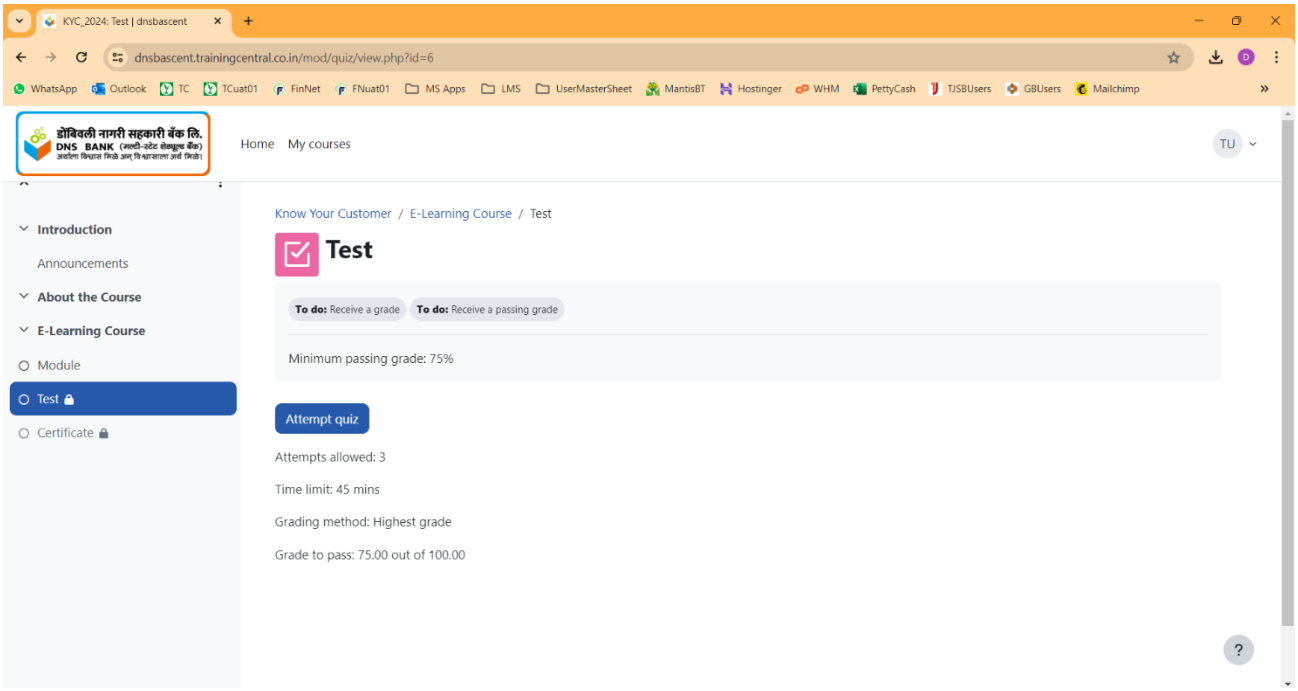
4. Once you reset the password, you will be directed to the home screen where the list of courses assigned to you will be displayed. Click on the course name to proceed.



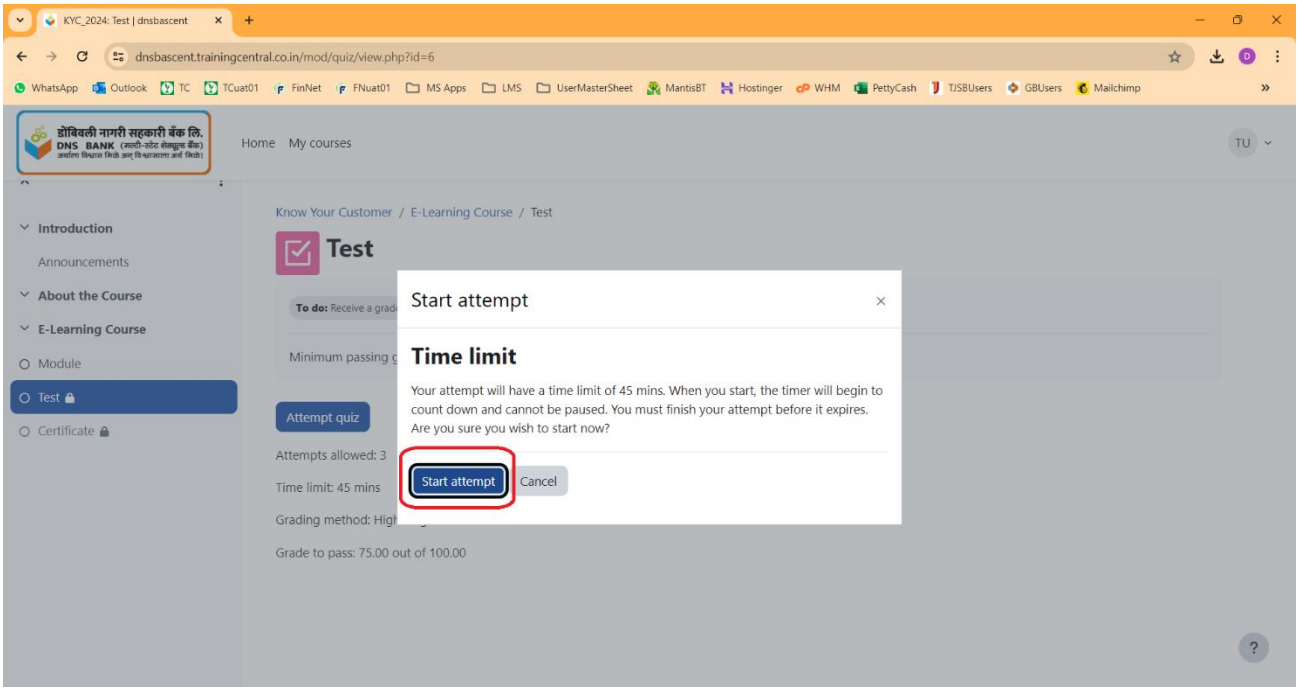
5. Now, you will see the activities included in the course. Typically, any course contains a single or multiple eLearning modules/chapters followed by the Test.
   Completion of an activity will open access to the next activity. Once the final activity (usually a test) iscompleted with a passing grade, the certificate of completion will be issued.



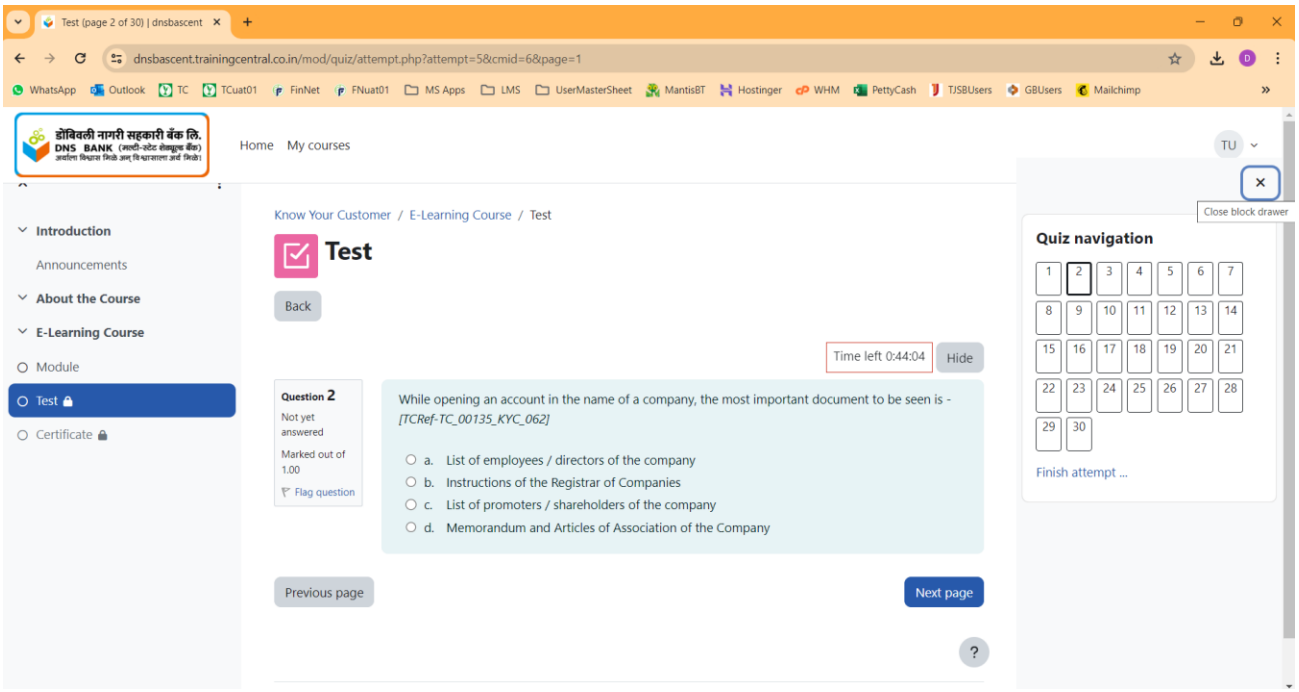
6. To attempt the Test, click on the button '**Attempt Quiz**'.



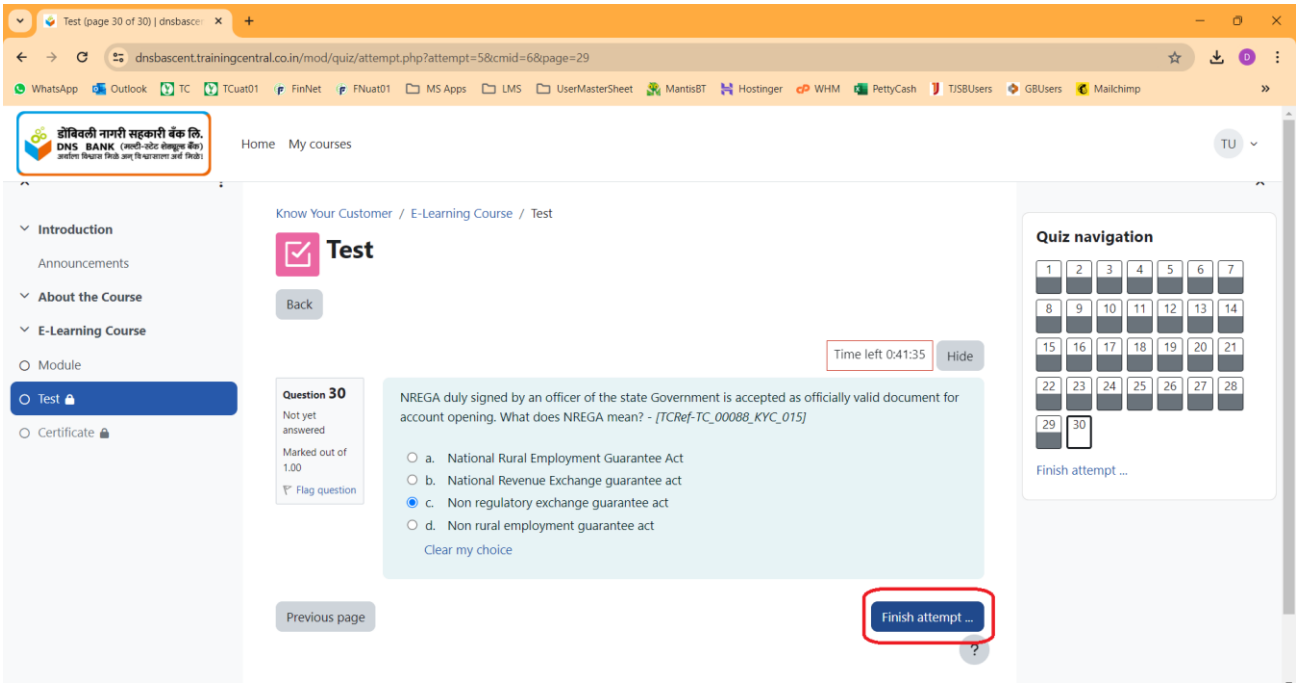
7. Click on the **'Start Attempt'** button to start the Test.



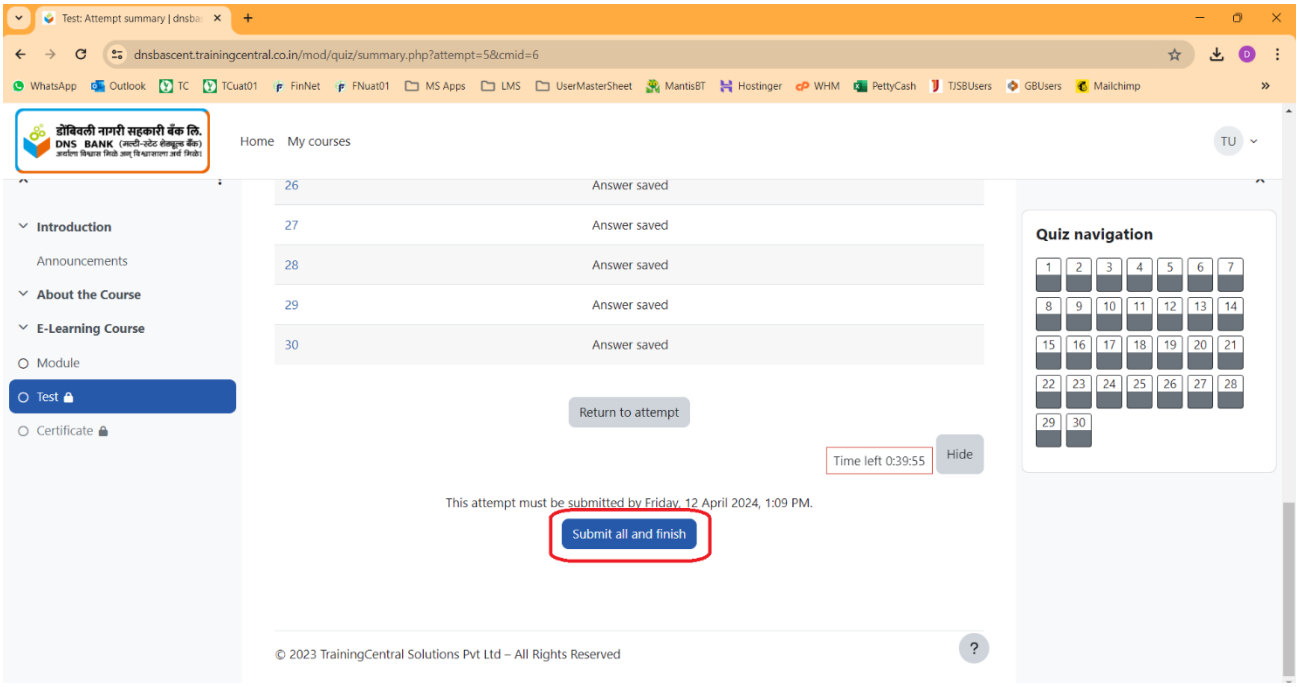
8. Here you will get the list of questions, select correct option / options and click on **'Next page'** to access the next question and **'Previous page'** to access the previous question.



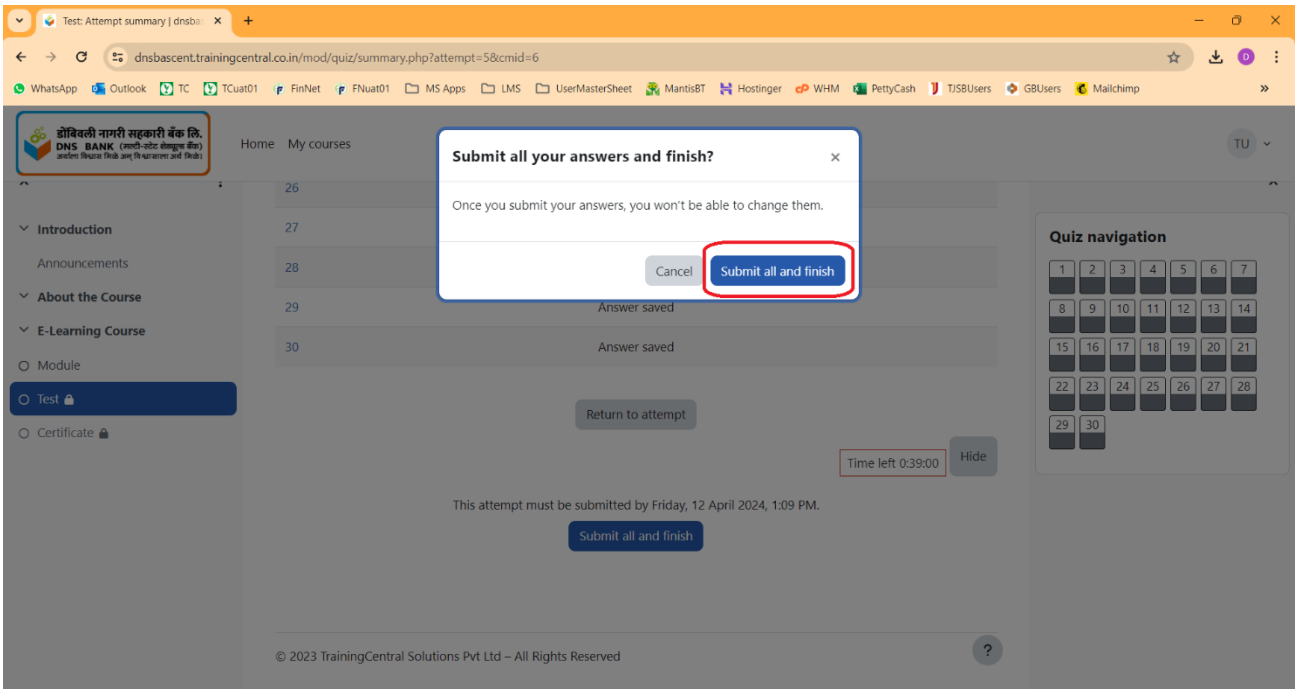
9. Once you answer a question, the question number on the panel will be highlighted. As you complete the test, all the question numbers will be highlighted. Click on **'Finish attempt'** button.



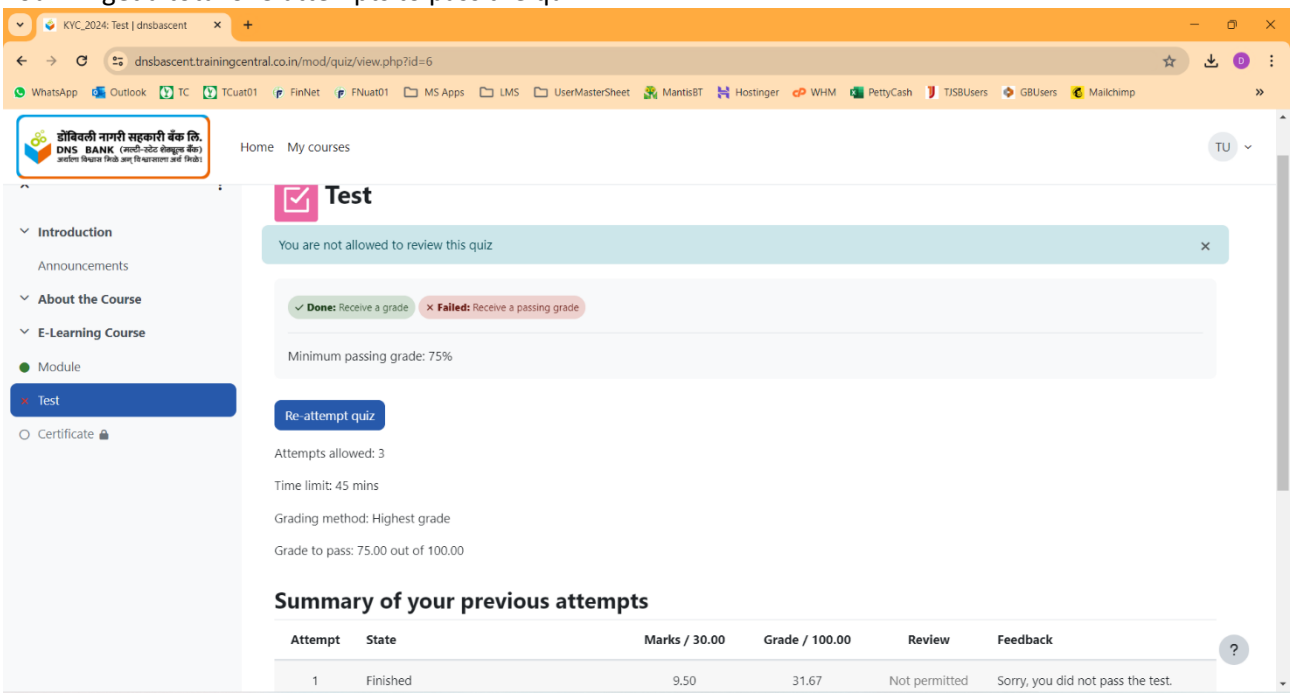
10. Now click on '**Submit all and finish**' button.



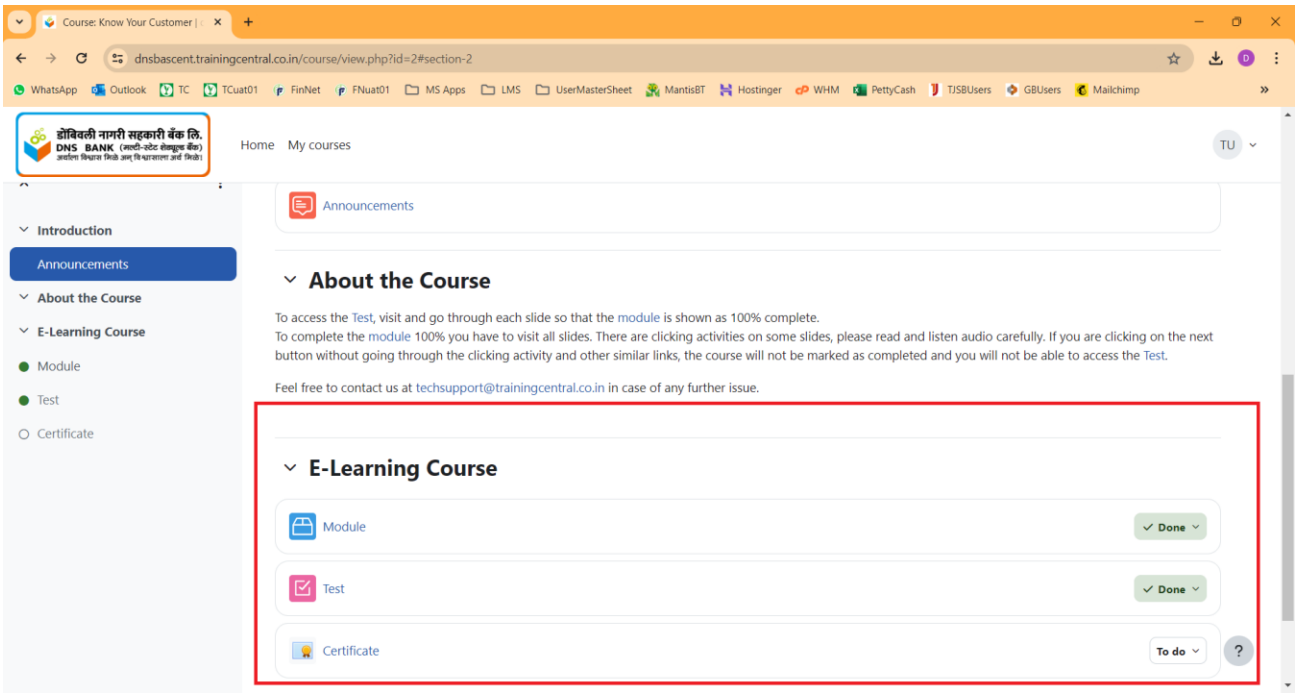
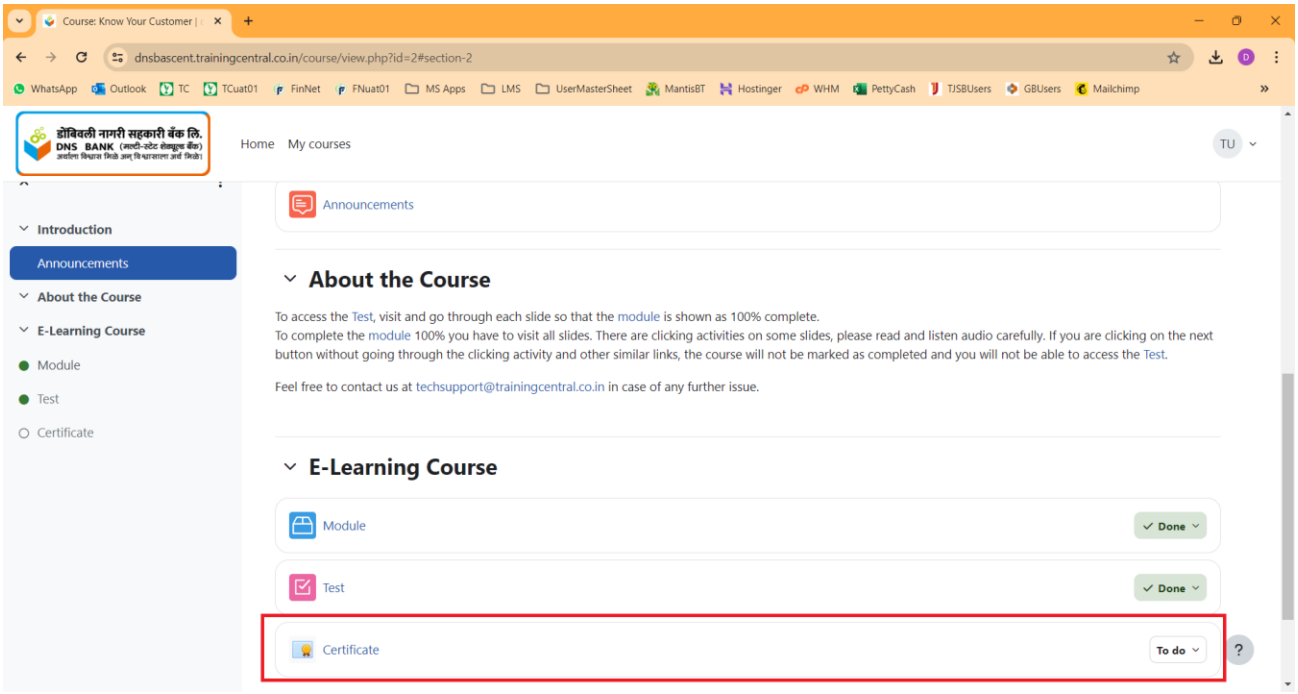
11. Again, the popup for the confirmation will appear. Click on '**Submit all and finish**' button.
    Please note that after this, you will be not be able to make any modifications in the options selected by you. The message of successful completion will be displayed if you achieve a passing grade in the test.



12. If you fail to achieve a passing grade, you can re attempt the test by clicking on the **'Re-attempt quiz'** button.
    You will get a total of 3 attempts to pass the quiz.



13. After completing all activities successfully, the respective activities will be marked as ‘Done’ and highlighted.



14. Now you can access your certificate of completion!