

Before you Begin - System Requirements

The SuccessFactors Learning Management System (LMS) is a fully web-based solution. Users will need an internet connection and a system that meets certain requirements.

Client Software Requirements	
Compatible Desktop Operating Systems:	<ul style="list-style-type: none">• Microsoft Windows Vista• Microsoft Windows 7• Microsoft Windows 8+• Microsoft Windows 10• Apple Mac OSX Mavericks or higher
Compatible Web Browsers:	
Desktop:	<ul style="list-style-type: none">• Google Chrome (Preferred)• Microsoft Edge• Mozilla Firefox• Microsoft Internet Explorer 11• Safari 9, 10
Adobe Flash Player:	Version 10 or higher
Adobe Acrobat Reader:	Version 11 or higher
Client Configuration Requirements	
Network Bandwidth	Recommended connection speed 300-400 kbs/s. Video content may require buffering.
Minimum Recommended Cache Size	250 MB
Screen Resolution	XGA 1024x768 (high color) or higher
HTTP 1.1	Enable
JavaScript	Enable
Cookies	Enable web browser session cookies for authentication purposes and third party cookies.
Pop-up Windows	Allow pop-up windows from SAP SuccessFactors domains.

LMS – Steps for First Time Users

These instructions are only applicable to certain customers who have access to SuccessFactors LMS.

Instructions:

The Home Page is the first page you will see as you enter the system.

1. Using Internet Explorer or Chrome, go to the following URL:
1 https://olympuscorp.plateau.com/learning/user/portal.do?siteID=OSSA_PUBLIC&landingPage=login

🔄 https://olympuscorp.plateau.com/learning/user/portal.do?siteID=OSSA_PUBLIC&landingPage=login 1

2. Click **Click here to register**.

Welcome to Olympus's training portal. Olympus is committed to making people's lives healthier, safer and more fulfilling.

Please login or register to gain access to Olympus product training materials.

Login

User ID

[Forgot User ID?](#)

Password

[Forgot your password?](#)

Submit

New User

Are you a new user? [Click here to register](#).

2



Create New Account

NOTE: There is no charge for training provided through the Olympus training portal.

Please complete the "Create New Account" form and click "Submit". After you create an account, you can view your Learning Plan, add items to your cart, and check out.

The User's password has to be compliant with the following rules:

- The length of the password must be between 1 and 40 characters.

* Required Fields.

Account Information 3

* User ID :

* Password :

* Re-Enter Password :

* Security Question :

* Security Answer :

* Re-Enter Security Answer :

* Registration Code :

Contact Information 4

* First Name :

* Last Name :

Middle Initial :

* Email Address :

* Confirm Email Address :

Additional Information 5

* Business/Industry Category :

* Product :

Instructions:

- 3 Fill in all of the **Account Information** section.
 - Use the registration code provided by your technical sales rep. If needed, contact technical support (877)225-8380.
 - Create your own Security Question (such as Mothers Maiden name)
- 4 Fill in at least the required (*) **Contact Information** fields.
- 5 Under **Additional Information**
 - Select your **Business/Category** from the dropdown list.
 - Select your **Product** from the dropdown list.
- 6 Click the **Submit** button.

Note: If you submit without filling out all of the mandatory (*) fields they account will not be created correctly.

6

Instructions:

You will be asked to set your **PIN**.

- 7 Enter and then re-enter a **PIN** of at least four numbers.
- 8 Click the **Submit** button.

PIN

Please create an electronic signature PIN of no more than 40 characters.

7 New PIN:

7 Verify PIN:

8 Submit Reset

You will see the confirmation screen.

- 9 Click the **Continue** button.

Home Department

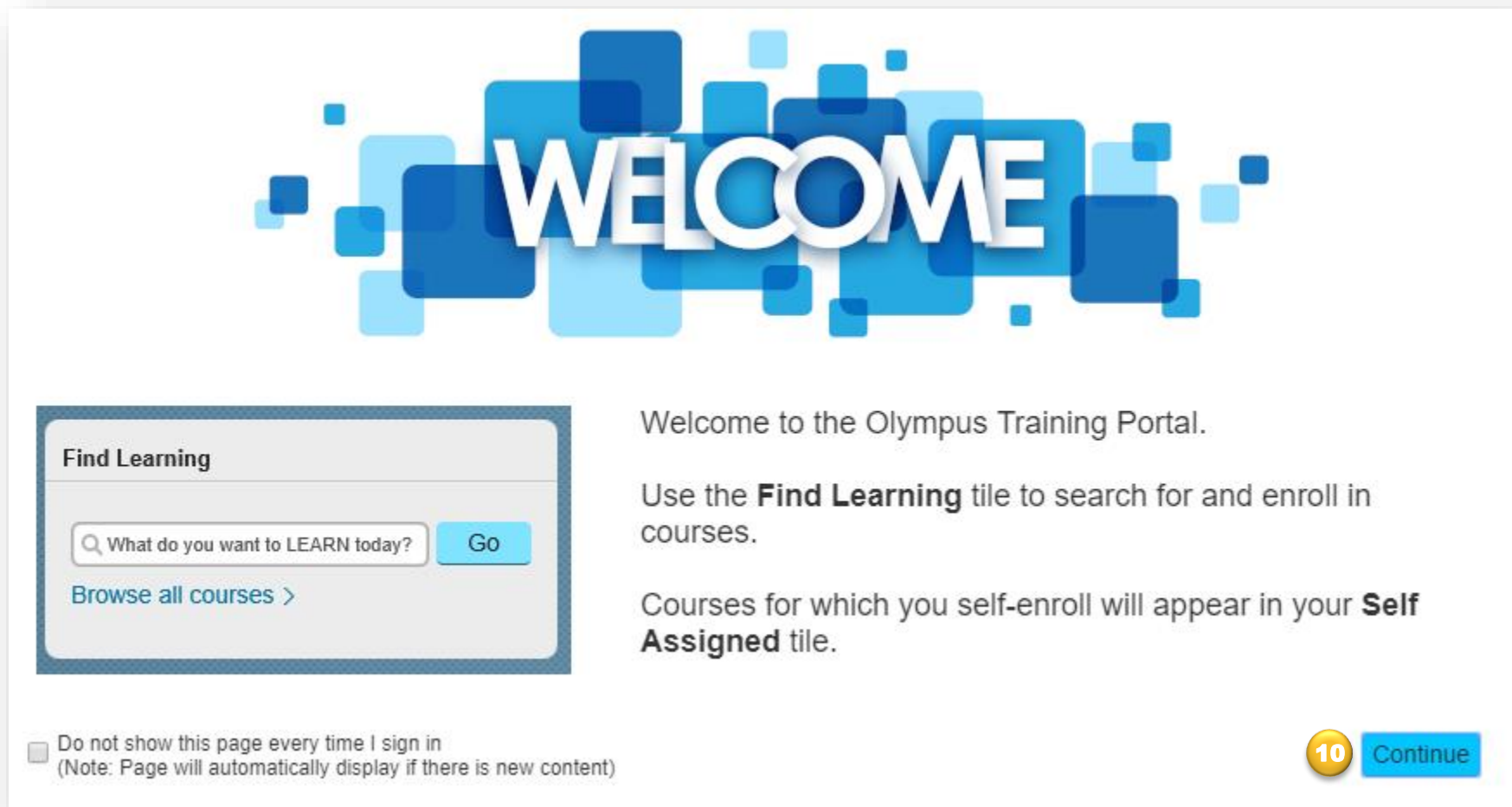
Thank you for registering. Your user ID is now active in the system and your Learning Plan will be updated within 24 hours based on any auto assignments your administrator has set up.

9 Continue

Instructions:

- 10 Click the **Continue** button on the Welcome screen.

Note: Text on this screen is purely informational there is no interaction other than Continue.



WELCOME

Find Learning

What do you want to LEARN today?

Go

[Browse all courses >](#)

Welcome to the Olympus Training Portal.

Use the **Find Learning** tile to search for and enroll in courses.

Courses for which you self-enroll will appear in your **Self Assigned** tile.

Do not show this page every time I sign in
(Note: Page will automatically display if there is new content)

10 **Continue**

Please NOTE: After registering, it can take up to one hour for your account to become active. During this time you may be able to login but no course content will be available. Once your account has been verified, the course will be visible to you by searching.

Instructions:

Your **My Learning** page will display.

11 Type Vanta in the **Find Learning** search field.

12 Click the **Go** button.

My Learning Assignments Sort By Date | Priority Filter

Keyword Select All All Assignment Types

⚠ Your Talent Profile is Incomplete

You don't have any assignments.

My Curricula

✔ You currently have no required curricula.
[Go to Curriculum Status](#)

Histor... 0

recently added
[View All](#)

Links

- [My QuickGuides](#)
- [Collections](#)
- [Approvals](#)

Find Learning

11 **12** [Go](#)

[Browse all courses >](#)

Featured 0

Instructions:

The **Vanta Handheld XRF Safety Training** lesson will show up in the search results.

- 13 Hover your mouse over the lesson and select **Start Course**.

The screenshot displays the 'Catalog Search' interface. At the top, there is a search bar with a magnifying glass icon and a 'Go' button. Below the search bar, there are language selection options: 'Languages:' with 'Primary: English (English)' and 'Secondary:' dropdown menus. To the right of the search bar is a 'Course Calendar' link. Below the search bar, the results are shown under the heading 'Courses (1)'. On the right side of the results area, there is a 'Sort By: Relevance' dropdown menu. On the left side, there is a 'Refine search:' section with a 'Category' dropdown menu. The main result is for 'Vanta Handheld XRF Safety Training (WBT OSSA-ANI-M-VNT-XR-EW-01)'. It is labeled as an 'Online Course' and includes a description: 'The ANI product team is proud to announce a new E-Learning course available on your LMS called XRF R more'. To the right of the description are three action buttons: 'Assign to Me' (with a checkmark icon), 'Start Course' (with a lightning bolt icon), and 'Recommend' (with a share icon). A yellow circular callout with the number '13' is positioned over the 'Start Course' button.

Please NOTE: After registering, it can take up to one hour for your account to become active. During this time you may be able to login but no course content will be available. Once your account has been verified, the course will be visible to you by searching.

Instructions:

- 14 Click the blue [Vanta Handheld XRF Safety Training](#) title to launch the course.

Online Content Structure ?

Vanta Handheld XRF Safety Training

WBT OSSA-ANI-M-VNT-XR-EW-01

Revision: 1 - 2/6/2019 10:35 PM America/New York

Downloaded Date:

Synchronized Date:

14 Vanta Handheld XRF Safety Training

Radiation Safety Training Comprehension Exam for Customers

Instructions:

The Home Page is the first page you will see as you enter the system.

- 15 Click the **Launch** button.

The screenshot shows a web interface titled "Online Content Structure" with a help icon in the top right. The main content area displays the course title "Vanta Handheld XRF Safety Training", the ID "WBT OSSA-ANI-M-VNT-XR-EW-01", and the revision date "Revision: 2/6/2019 10:35 PM America/New York". A "Return to Content Structure" button is located on the right. A large yellow warning box in the center contains the following text: "A course window will pop-up in front of this page, pop-up blockers MUST be disabled. Do not close, refresh, or navigate from this page while you are working with online content. Some content may rely on this window to save your progress. When you have completed the content, you can relaunch the content or use the menus or the links below to navigate elsewhere. Please complete any launched courses in a timely manner, failure to do so may result in the system timing out and your progress not being recorded." At the bottom left, there is a "15 Launch Again" button. At the bottom right, there are links for "Home" and "Completed Work".


Instructions:

- 16 Click the **Continue** button to move through the lesson.

Table Of Contents

Slide Title	Duration
Intro Video	00:08
Vanta Handheld XRF	00:03
Disclaimer	00:02
Objectives	00:08
Vanta XRF Analyzer	00:18
Setup	00:47
XRF Testing Process	01:00
Electromagnetic Rad...	00:38
Types of Radiation	01:26
Uses of X-ray Radiation	00:40
X-ray Emission (P...	00:00
Sources of Radiation	00:40
Radiation: How it is...	00:00
Active Monitoring and...	00:44
Occupational Limits (...)	01:00
Biological Effects of ...	01:28
Radiation Profile	00:07
Typical Occupations	00:08
So far we covered	00:40

OLYMPUS
CONFIDENTIAL



Vanta Handheld XRF Safety Training

Best Practices for Safe Operation

You must view every slide in its entirety in order to receive credit for this course. This course contains narration. Please make sure that your speakers are turned on.

16 [Continue](#)

00:08 / 00:10 New

Instructions:

- 17 Click either 'X' to close out the lesson when you reach the last screen.

The screenshot shows a web browser window titled "Captivate E-Learning Course - Internet Explorer". The address bar contains the URL: https://olympuscorp.plateau.com/icontent_e/CUSTOM/olympuscorp/self-managed/OCA/ANI-M-VNT-XR-EW-01/multiscreen.html?Course=CUSTOM&url=/self-managed/OCA/ANI-M-VN. The main content area displays the large blue "OLYMPUS" logo with a yellow underline. In the top right corner, there is a red "OLYMPUS CONFIDENTIAL" stamp. At the bottom of the slide, there is a text prompt: "**Want to provide feedback? We'd love to hear from you. Please email feedback to jennifer.abel@olympus-ossa.com".

On the left side, there is a "Table Of Contents" sidebar with the following items:

Slide Title	Duration
u Radiation Profile	00:57
n Technical Occupational ...	00:29
n So far we covered	00:40
n Safety Features	01:25
o Safety Settings: Trio...	00:28
o Safety Settings: Dea...	00:23
o Safety Settings: Loai...	00:22
o Approach to Radiation...	00:47
o Distance: Stay Behin...	00:23
o Distance: Stay Behin...	00:15
u Distance	00:42
u Practical Testing Tics	00:21
u Radiation Detection - ...	00:54
n User's Manual	00:15
n Regulations & Restr...	00:37
n Local Regulations & C...	00:29
o Review: Proper Practi...	00:26
o Summary	00:25
o Conclusion	00:18

At the bottom of the window, there is a navigation bar with a play button, a "17" indicator, and a close button.

Instructions:

- 18 Click the **Return to Content Structure** button in order to access the quiz and earn your certificate.

Online Content Structure

Vanta Handheld XRF Safety Training

WBT OSSA-ANI-M-VNT-XR-EW-01

Revision: 1 - 2/6/2019 10:35 PM America/New York

[Return to Content Structure](#) 18

A course window will pop-up in front of this page, pop-up blockers MUST be disabled.

Do not close, refresh, or navigate from this page while you are working with online content. Some content may rely on this window to save your progress.



When you have completed the content, you can relaunch the content or use the menus or the links below to navigate elsewhere.

Please complete any launched courses in a timely manner, failure to do so may result in the system timing out and your progress not being recorded.

Instructions:

- 19 Click the **Radiation Safety Training Comprehensive Exam for Customers** link.

Online Content Structure


 **Vanta Handheld XRF Safety Training** 


WBT OSSA-ANI-M-VNT-XR-EW-01

Revision: 1 - 2/6/2019 10:35 PM America/New York


Downloaded Date:

Synchronized Date:

✓ 2/8/2019  [Vanta Handheld XRF Safety Training](#)

19  [Radiation Safety Training Comprehension Exam for Customers](#)

Instructions:

 Click the **Start** button to begin the quiz.

Radiation Safety Training Comprehension Exam for Customers

Exit

This is a sequential quiz, which means that you must answer the questions in the order presented. You must answer each question. Consider your answers carefully; once you move to the next question, you cannot go back. When you complete the quiz click Submit Quiz. Your answers will be evaluated and your quiz grade recorded.

The following quiz is to be taken after completing the radiation safety training module. This quiz is designed to demonstrate comprehension of the material from the radiation safety training and safe operation of the XRF analyzer. Please review the Vanta Radiation Safety Training before completing this quiz. Click the Start button below to begin the quiz. You must score 80% or higher to pass the quiz.



Start


Instructions:

21 Once you have completed and passed the quiz click the **Exit** button.

If you would like to review the quiz click **Review Questions** button.

Radiation Safety Training Comprehension Exam for Customers 21 Exit

Well done! You have demonstrated your competence for knowledge of safe operation of the instrument and can communicate this information to customers.

 100%

10 of 10 questions correct

[Review Questions](#)

The screen below confirms that you have completed the course.

The screenshot displays the 'Online Content Structure' interface. At the top, the title 'Online Content Structure' is shown with a help icon. Below this, a document icon is next to the title 'Vanta Handheld XRF Safety Training' and a globe icon. The ID 'WBT OSSA-ANI-M-VNT-XR-EW-01' is listed. The revision information is 'Revision: 1 - 2/6/2019 10:35 PM America/New York'. Below this, the fields 'Downloaded Date:' and 'Synchronized Date:' are present but empty. A green bar with a checkmark icon contains the text 'The item has been completed.' Below a horizontal separator, two rows of completion data are shown. The first row shows a green checkmark, the date '2/8/2019', a folder icon, and the title 'Vanta Handheld XRF Safety Training'. The second row shows a green checkmark, the date '2/8/2019', a document icon, and the title 'Radiation Safety Training Comprehension Exam for Customers'.

Online Content Structure ?

Vanta Handheld XRF Safety Training
WBT OSSA-ANI-M-VNT-XR-EW-01
Revision: 1 - 2/6/2019 10:35 PM America/New York
Downloaded Date:
Synchronized Date:

The item has been completed.

2/8/2019 Vanta Handheld XRF Safety Training

2/8/2019 Radiation Safety Training Comprehension Exam for Customers

Instructions:

- 22 On your LMS home screen click the **View All** link in the Learning History tile.

The screenshot displays the LMS home screen interface. On the left, the 'My Learning Assignments' section features a search bar with the placeholder 'Course name or ID', a 'Select All' dropdown, and a filter set to 'All Assignment Types'. Below this, a red warning message states 'Your Talent Profile is Incomplete'. The main content area of this section is empty, displaying the text 'You don't have any assignments.' On the right, the 'My Curricula' section shows a green checkmark and the message 'You currently have no required curricula. Go to Curriculum Status'. Below this, there are two smaller tiles: 'Histor...' with a circular arrow icon, a '0' badge, and the text 'recently added' with a '22 View All' button; and 'Links' with options for 'My QuickGuides', 'Collections', and 'Approvals'.

Instructions:

Your Completed Work screen will open displaying a list of work you have completed in the LMS.

23

To display your completion certificate, click the **Print Certificate icon** to the right of the course name.

← Back

Completed Work

Show Completions: All

Completion Date *	Title	Status	Action
2/8/2019 03:08 PM	Vanta Handheld XRF Safety Training	Complete	23

Instructions:

The certificate will open in a new browser tab or window.

User the browser menu or options displayed to save or print your certificate.

