



Trainees training platform Guide

<https://training.evolvev.eu/>

This document will guide you on how to join the EvolvEV training platform and enrol to courses. Access to the training platform is free and anyone can create an account and access material that has not been restricted by the trainers.



**Co-funded by
the European Union**

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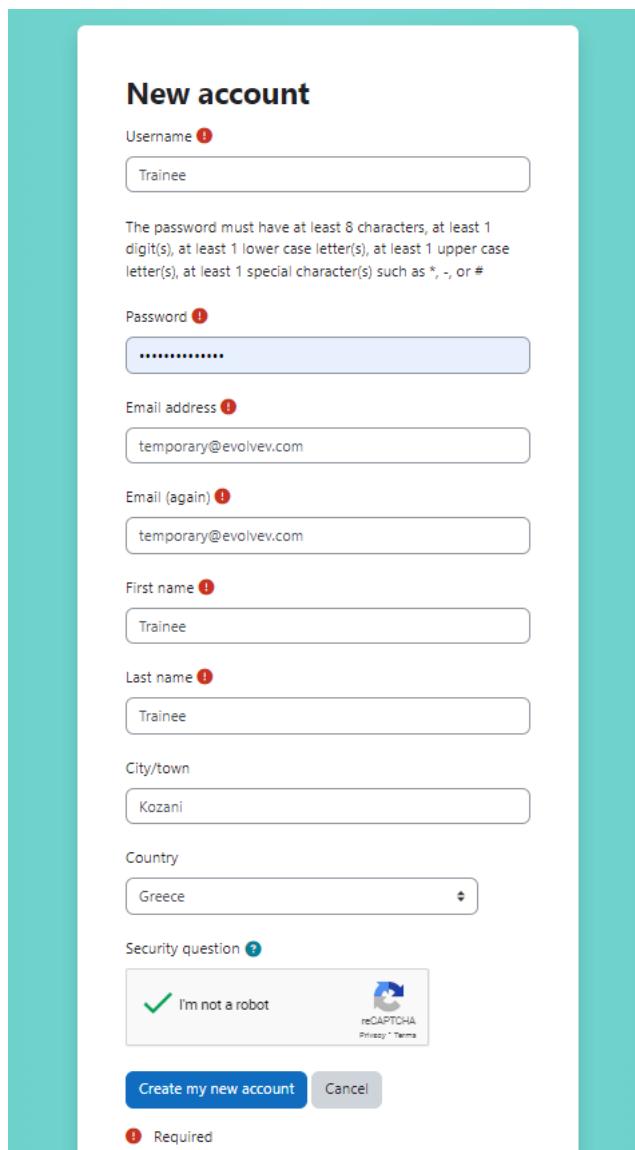


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1.1. Account creation

To create a trainee account:

- Navigate to the “Log in” menu and click “Create new account”. Follow the instructions and agree to the Privacy Policy. Fill in your details according to the form and click “Create my new account”.

A screenshot of a web-based account creation form titled "New account". The form is set against a teal background. It contains the following fields:

- Username: Trainee
- >Password: (redacted)
- Email address: temporary@evolvev.com
- Email (again): temporary@evolvev.com
- First name: Trainee
- Last name: Trainee
- City/town: Kozani
- Country: Greece
- Security question: I'm not a robot (with a checked checkbox and a reCAPTCHA logo)

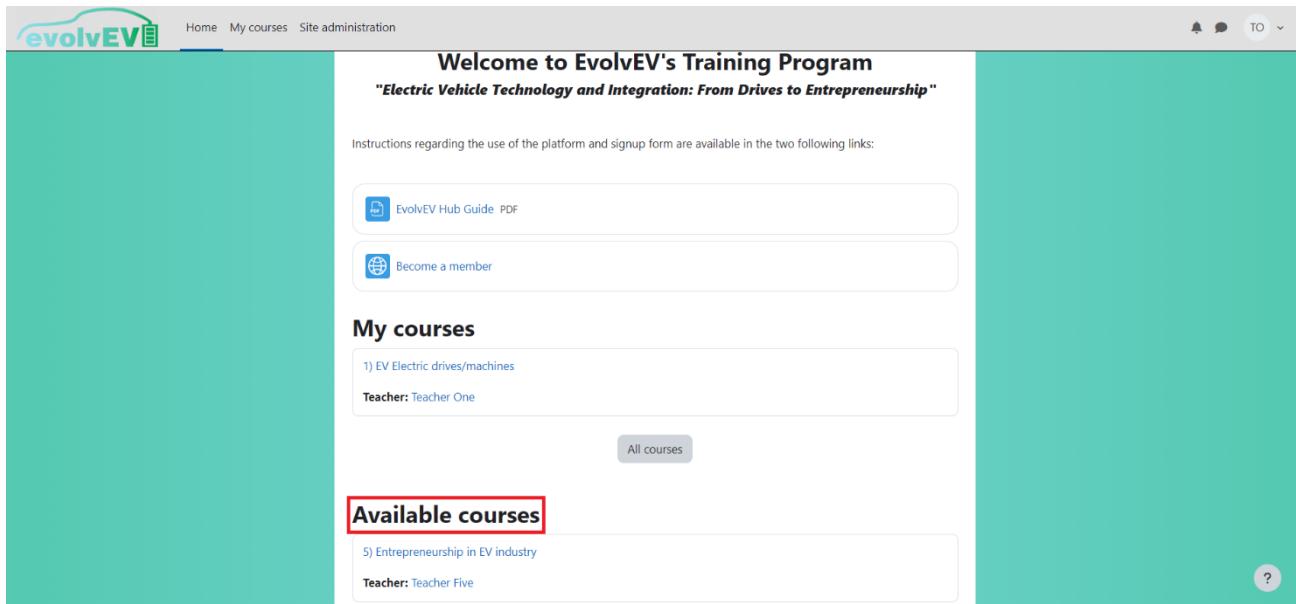
At the bottom, there are two buttons: "Create my new account" (blue) and "Cancel". A small note at the bottom left indicates that the "Required" fields are marked with a red circle and an exclamation point.

- An automatic email will be sent to your email to confirm the registration. Follow the instructions and confirm the registration.



1.2. Course enrolment

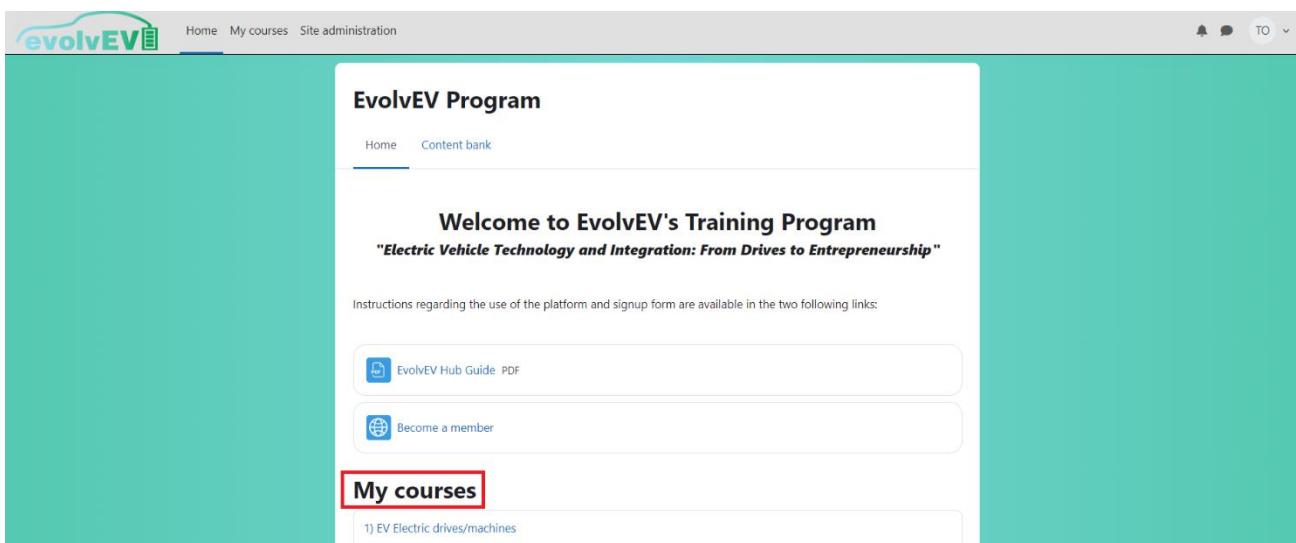
- Select a course to enrol from the “Available courses” at the homepage. Additional instructions may be given by the trainer who may have invited you to join the platform.



The screenshot shows the EvolvEV platform homepage. At the top, there is a navigation bar with links for 'Home', 'My courses', and 'Site administration'. The main content area features a 'Welcome to EvolvEV's Training Program' banner with the subtitle 'Electric Vehicle Technology and Integration: From Drives to Entrepreneurship'. Below the banner, there is a section for 'Available courses' which contains a course titled '5) Entrepreneurship in EV industry' taught by 'Teacher Five'. There is also a 'My courses' section which lists a course titled '1) EV Electric drives/machines' taught by 'Teacher One'. A 'All courses' button is located at the bottom of the 'My courses' section. The 'Available courses' section is highlighted with a red border.

Courses may require an enrolment key. In this case, please contact the trainer who provides the course.

- After enrolling, the course will become available at “My courses” at the homepage.

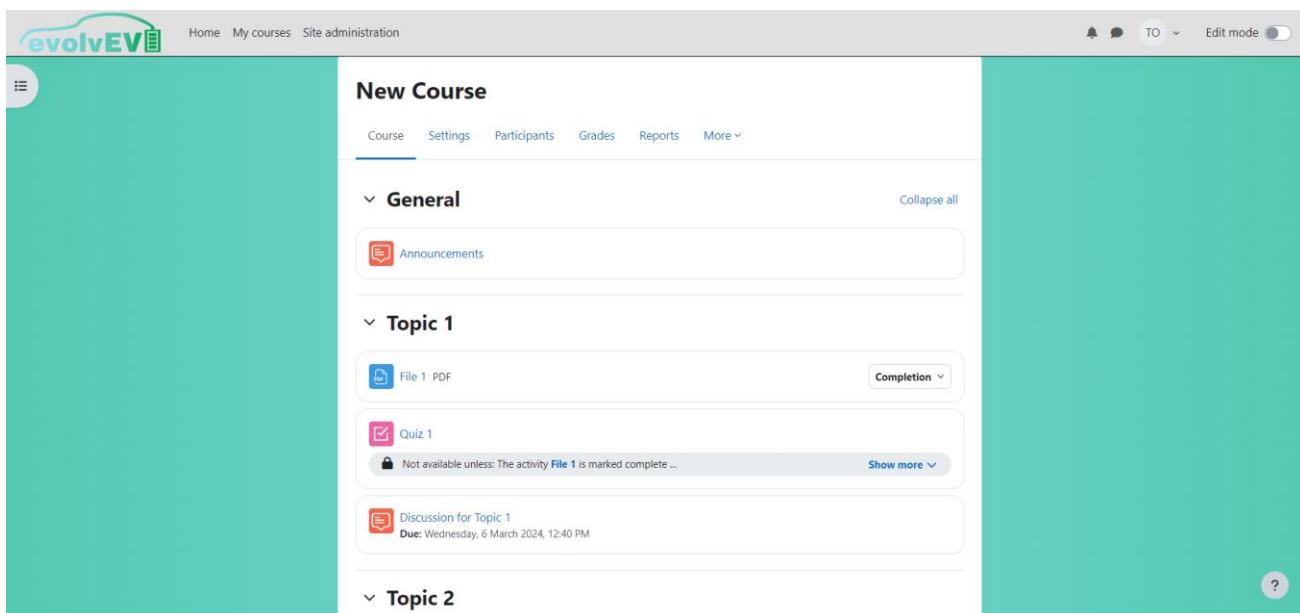


The screenshot shows the EvolvEV platform homepage, similar to the previous one but with a different layout. At the top, there is a navigation bar with links for 'Home', 'Content bank', and 'Site administration'. The main content area features a 'Welcome to EvolvEV's Training Program' banner with the subtitle 'Electric Vehicle Technology and Integration: From Drives to Entrepreneurship'. Below the banner, there is a section for 'My courses' which lists a course titled '1) EV Electric drives/machines'. The 'My courses' section is highlighted with a red border.



1.3. Course content

- After enrolling, the topics and activities set by the trainer become available, and the navigation block reveals additional information regarding the course, such as Badges, Competencies and Grades. Training material and activities are posted by the trainer, and the final course content may vary. Typically, courses will contain an introduction section, training material and examination/evaluation activities as depicted below:



The screenshot shows a 'New Course' page with the following structure:

- General:** Contains an 'Announcements' section.
- Topic 1:** Contains a 'File 1 PDF' section with a 'Completion' button, a 'Quiz 1' section with a note about availability, and a 'Discussion for Topic 1' section with a due date of Wednesday, 6 March 2024, 12:40 PM.
- Topic 2:** (Partially visible)

By clicking any of the available material in the course, a new page will appear which may include files, information, a forum, or self-evaluation material.

- If you have any questions please contact us through <https://evolvev.eu/contact-us/>!

