

## Translation Tasks for Tutorial

1. Translate all this tasks to your language
2. Replace "Ireland" to your home country
3. You may login to the English tutorial "Tutorial Ireland" to get a clear view:  
Weblink: <http://moodle.bfi-stmk-online.at/mod/quiz/view.php?id=774>  
Loginname: qplm  
Passwort: Tutorial@15  
Click "Preview" in the "Administration" menu on the left side
4. Send back this document to Karin and Robert

English	Translation
Tutorial Ireland	
Tutorial Q-PLM	
Click the button "Next" to proceed to the next task.	
Welcome to the Online Tutorial of Q-PLM-Database	
<p>The Q-PLM(Quality Assurance for VET Providers Using Product Lifecycle Management) is a database for lifecycle management of seminars or similar activities. This tutorial will give you a short introduction to the main functions of this software:</p> <ol style="list-style-type: none"><li>1) Create a record for a seminar you want to evaluate</li><li>2) Create an evaluation for this seminar</li><li>3) Do a report for this evaluation and compare it to other evaluations</li></ol> <p>Good luck!</p> <p>Click Button "Next" to proceed.</p>	
Open the Q-PLM website and choose your	

English	Translation
preferred language	
<p>Start your browser and open the address <a href="http://qplm.rokoe.at/">http://qplm.rokoe.at/</a>.</p> <p>In the right upper corner you see flags representing the different languages the Q-PLM provides. Click the flag of your preferred language.</p> <p>After that the page will show in the language you chose.</p> <p>At least click on the blue button "Login Software".</p>	
On the login page	
<ol style="list-style-type: none"> <li>1. Type in the Loginname passed to you by your tutor.</li> <li>2. Type in the Password passed to you by your tutor.</li> <li>3. Click the button "Login".</li> </ol> <p>If your login failed, you will get a notice and you have to return to the login page by clicking on button "Back to Login"</p> <p>In the case of a successful login you will see the website Q-PLM-database with four registers</p>	
Open page to create a new product	
On the main page of the Q-PLM database, on register "Product & Rating" click on button "New Product".	
Type in product (seminar) data	
<p>Type in following data:</p> <ol style="list-style-type: none"> <li>1. ID of Product: type in your Loginname</li> <li>2. Title of Product: type in "your Loginname Test Seminar"</li> <li>3. Primary Orientation: type in "Tutorial Q-</li> </ol>	

English	Translation
PLM" 4. Faculty: type in "Tutorial <b>Ireland</b> "	
Filter product list and start product rating	
<ol style="list-style-type: none"> <li>1. Select "Tutorial <b>Ireland</b>" from the list left of button "Send Selection"</li> <li>2. Click button "Send Selection"</li> <li>3. In the filtered list look for your previously created product</li> <li>4. Click button "Go to Product Rating" next to your product</li> </ol>	
Create a new rating	
<ol style="list-style-type: none"> <li>1. From the list left of "Create a new rating using weighting template:" in the first row choose "Template Tutorial"</li> <li>2. Click button "Go"</li> </ol>	
Evaluate your product	
<ol style="list-style-type: none"> <li>1. Choose "Design / Decision" form the Phase list and click button "Send Selection"</li> <li>2. Now choose a value between 0 and 10 for each indicator in the list to evaluate it and use button "Save" to save it.</li> <li>3. After evaluating each indicator click button "Back to Productlist".</li> </ol>	
Evaluate your product a second time	
<ol style="list-style-type: none"> <li>1. Leave the date as it is.</li> <li>2. Choose "Development" from the Phase list and click button "Send Selection" before setting the indicators.</li> </ol>	
Create a Report	
<ol style="list-style-type: none"> <li>1. Click register "Reporting"</li> <li>2. Choose your product from the list "First choose Product"</li> <li>3. Click button "Show Report"</li> </ol> <p>For a second report:</p> <ol style="list-style-type: none"> <li>1. Choose "Compare different Ratings of one Product"</li> </ol>	

<b>English</b>	<b>Translation</b>
2. Choose your product from the list "First choose Product" 3. Next choose the date of your two ratings 4. Click button "Show Report"	
More exercises	
1. Try and test the other kinds of reports 2. Do another evaluation of your report using the phases "Delivery" and "Evaluation" 3. Try and test again your product with reports	