Data Sheet

Train

Assima Train is a virtual workspace for creating and deploying training, learning and support content in Assima's cloud-based collaborative platform.

With Train, authors can deliver highly realistic and interactive clone-based lessons for training on business applications; step by step help guides for precise application guidance; and produce online courses with sequenced learning materials to teach on a topic.

What is Train content?

Application Clones

Application clones are captures of system tasks or processes and contain a sequence of screens and actions connecting those screens. Clones are captured using one of two capture modes: clone (object cloning) or lite clone (screenshot capture).

Clones form the base on top of which an instructional or guidance layer is added, to create lessons and help guides.
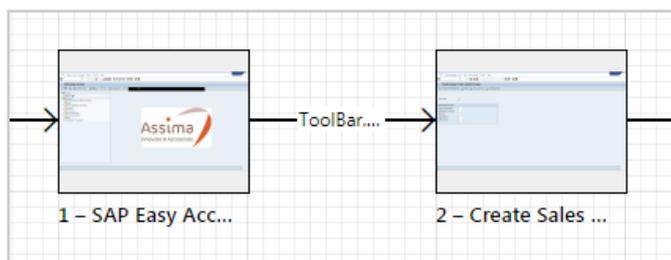

Fig.1 – Clone

Lessons

What's a lesson?

Lessons are interactive learning items that are made of a clone base and an instructional layer consisting of a variety of messages.

They can be consumed as self-paced learning or used in a classroom delivery setting. They can be packaged into online courses or published as standalone and accessed in multiple ways.

Lesson Modes

Lessons can be produced in different learning modes, each to suit a different training purpose, and requesting different types of interaction from the learner. Lesson modes include Demonstration, Practice, Evaluation and Sandbox.

Lesson Players

Lessons play in a customizable lesson player, with two navigation modes: Lesson Wheel for running on desktops; and Docked Panel optimized for mobile devices.

Fig.2 – Lesson played with Lesson Wheel

Help Guides

What's a help guide?

Help guides are step by step guides for a system task or process and are ideal as quick reference documents post training. They are published and accessible in MS Word, PDF or HTML format in the Collaborate platform library or on a mobile device.

Help guide modes

Help guides can be produced in different modes and formats, with differing levels of detail to suit individual deployment needs. Help guides are created with a clone base, and a default or a custom help guide mode template is applied to it.

Courses

Courses bring together lessons, help guides, and other content types, such as documents, web pages and videos, providing a variety of learning content. Sequencing, score weighting and progression criteria can be customized, and learner's interaction and scores can be tracked.
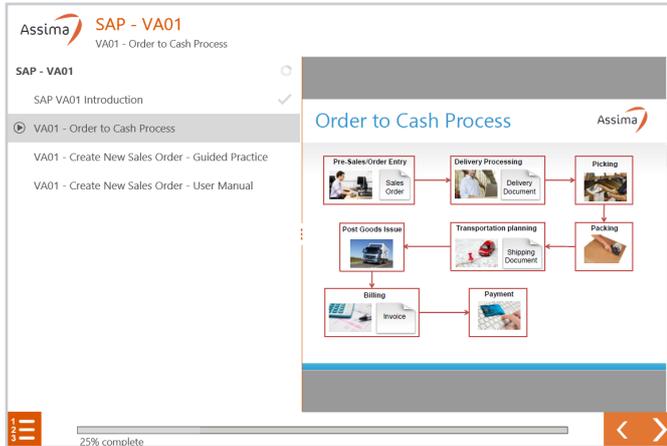

Fig.3 – Example of a course

Creation/Import

Clone capture

The first step in producing Train content is to **capture** the live system tasks or processes that will form the base of lessons or help guides. This base can either be a clone or a lite clone, depending on the author's license.

An **offline** capture mode is also available, which allows authors to launch the engine and capture clones outside of the Collaborate base platform and import the captured clone once back online.

Create lessons/help guides from clones

One source, multiple outputs! Once a clone is captured, authors can create various lesson modes from it in seconds. Lesson mode templates define the behavior and default messages for each mode. For example, the **Demo** mode auto-plays and contains prescriptive messages; while the **Practice** mode lets learners play, with minimal guidance.

The same principle applies to help guides: various modes can be generated in one go from a single clone.

Create lessons/help guides from lessons

Authors can also create lessons or help guides from existing lessons. This way, all the screens and messages in the source lesson are automatically passed to the dependent lessons or help guides.

Import clones/lessons and help guides

Clones, lessons and help guides created in other software simulation packages, such as ATS, ASTT, Info Pak and UPK, can be imported into Assima Train and various modes generated upon import. Once imported, they can either be published directly or further edited if required.

Fig.4 – Import options

Note: lessons imported from ASTT or third-party software are all imported as screenshot based lite clones.

Enhancing Lessons and Help Guides

Authors can create/import basic 'out of the box' content by keeping the default automatic messages and behavior that come with each mode or make full use of Train's lesson and Help Guide building functionality to enrich the learning content.

Edit Screen Sequence

The Lesson Navigator provides an overview of all lesson screens, the actions connecting them, and the instruction messages related to the task the user must perform in lesson screens. It is a central access point to Screen and Action Editors and is also where to edit the sequence of screens.
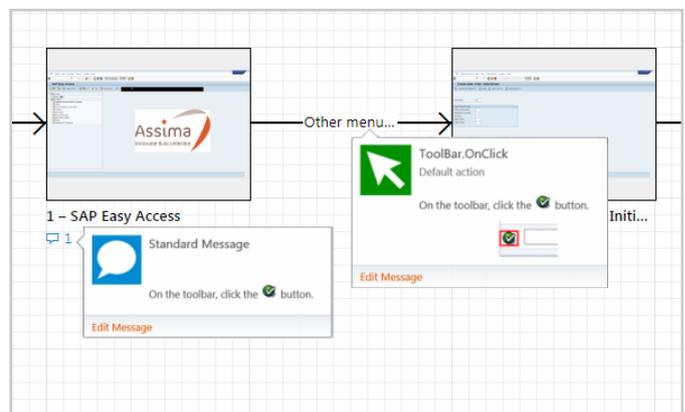

Fig.5 – Lesson clone in Navigator

Insert/Delete/Copy/Paste/Disable screens

Here, authors can add new screens, connect them with new actions, copy, cut, paste, delete and disable screens.

Insert a clone within a lesson

Authors can insert a clone inside their lesson. Messages from the lesson mode are automatically applied to the inserted screens. These screens are only editable at the source and any changes made to the source will propagate to the lesson.

Insert a lesson within a lesson

Similarly, authors can insert a fully edited lesson inside their lesson. The messages of the embedded lesson are reused by default but can be edited and screens can be enabled or disabled without affecting the original lesson.

Insert a resource in a lesson

Authors can insert resources inside lessons, such as PDFs, Word documents, PowerPoint Presentations, images, videos and flash files.
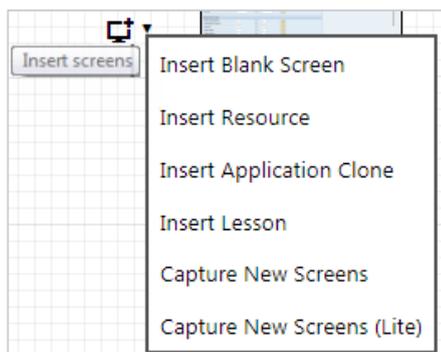

Fig.6 – Resource options

Screen Editor

Edit screen objects

Cloned screens are made out of objects such as buttons, fields, check boxes, drop downs etc. that can be customized. In the Screen Editor, authors can modify the display properties of these objects (size, position, text, colour, etc.). Objects can also be deleted and new ones added. This allows for modification of screens without recapture!

Dynamic text

Authors can use **functions** and **variables** to make object and message texts dynamic; for example displaying the current time and date, or reusing text entered by the learner in the lesson.

Propagation of changes

For SAP R/3 clones, changes made to a screen can be applied to similar screens in the same lesson or to any other SAP lesson within the same project.

A **dependency** view helps authors identify similar screens and decide whether to propagate a change to other screens or not.
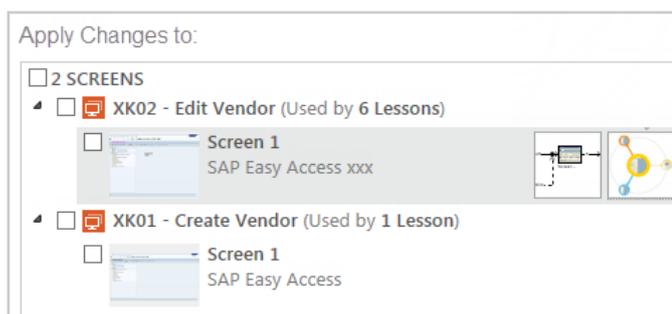

Fig.7 – Apply changes to screens

Lesson Messages

In addition to the look and feel of the screen, authors can also edit the default lesson messages for each mode. They can add instructional layers and interactivity to enrich the learner's experience and make the behavior of the lesson even more realistic.

Overview messages

The Overview message introduces the lesson's learning objectives and scenario. Learners can access it at any point during the lesson.
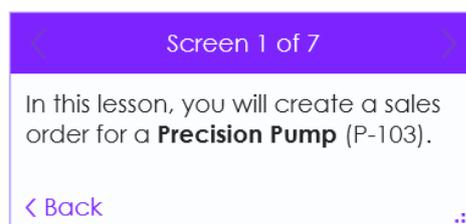

Fig.8 – Overview message

Validation and Timer messages

Validation and Timer messages provide additional information to learners on a process or screen. Validation messages are displayed until the learners click OK while timer messages display for a set amount of time.
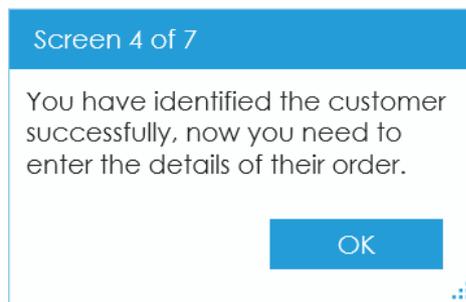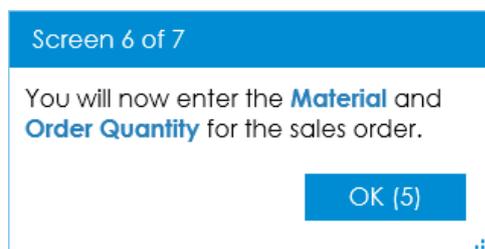

Fig.9 – Validation message

Fig.10 – Timer message

Standard messages and tips

From the Action Editor, authors can modify the default messages belonging to a screen. These include:

• **Standard** message, describing the main action on a screen

• **Tips**, designed to help learners if they get stuck when playing a lesson

• **Playback**, showing the Tip message text, while automatically performing the action for the learner
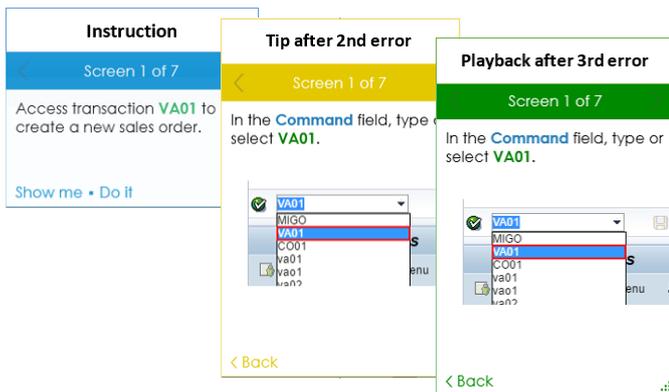
Fig.11 – Different messages in lesson player

Triggers

Additional messages can be displayed to the learner via triggers.

Mouseover and **Info triggers** are used to provide additional information when a learner respectively hovers over or clicks on a particular object in the screen.

Triggers on **Error** can be added on an object to customize the error message displayed when learners click on that object.
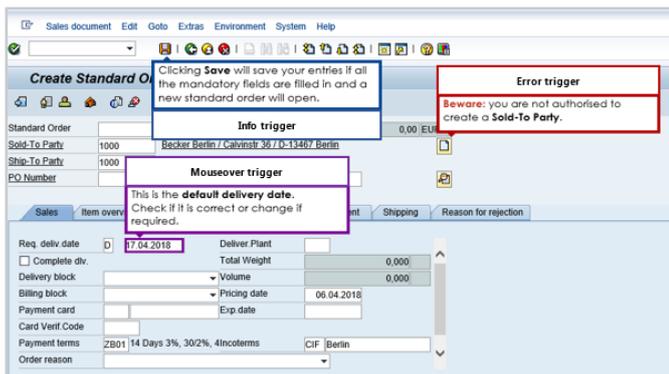

Fig.12 – Trigger options

Capture New Actions

Replace existing action

A new action can be captured to replace the current action on a screen: the standard instructional and tip messages are automatically updated.

Alternative actions

More than one way to do the same thing in the system? No problem. Alternative actions can be captured to allow learners to choose one way or the other without being penalized.

Multiple paths

Alternative actions can also be added to create multiple paths in a lesson. These are used to reflect system behavior even better by allowing, for example, learners to cancel a transaction mid-way or to by-pass a certain screen, as they would in the real application.
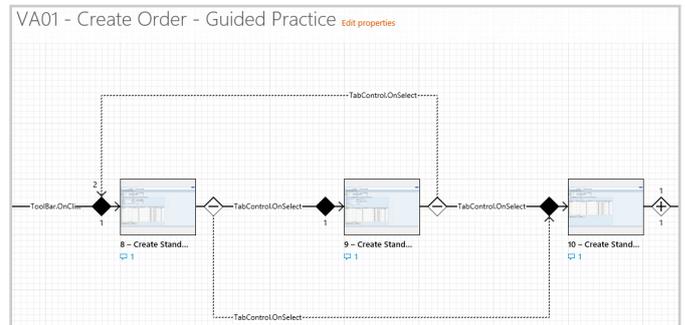

Fig.13 – Alternative actions and multiple paths

Edit Data

Expected data

The data entered during the initial capture can be modified which also automatically updates the corresponding standard and tip messages.

Accepted data

Accepted data can be added to fields where more than one value is correct. No error is triggered when entering the expected or accepted value in the field.

Rejected data

Rejected data rules are used to customize the error message displayed if learners enter specific data they should absolutely not enter.

Adding/Removing data

If a field was missed during the capture, it can easily be added post-capture by creating what is called a new 'data test'. Equally, data tests for fields that no longer require value input can be removed. The standard and tip messages get automatically updated.

Preview Mode

The preview mode allows authors to play a lesson like learners would, without having to publish it first.

As they edit screens, messages, actions and data, authors can quickly check the end result in the preview.

This mode also acts as an editor for the size and position of messages on screen to make sure they do not hide key areas learners need to see.

Collaboration

As they work in the different editors to enhance the lesson, authors can add comments for themselves or for others to pick up.
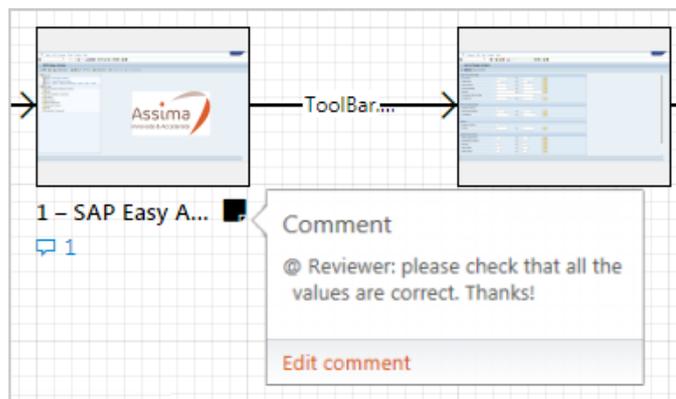

Fig.14 – Comment option

Deployment

For Train content to be deployed to the learner, it should be quality tested, then published. Different templates and themes are available to select for publish formats. Published Train content is accessed in the Library via the Collaborate platform or from mobile devices.

QA Test lessons

Once lessons are built, it is recommended to run an automatic quality assurance (QA) test on them to check they play back with no errors. A QA test runs through lessons at speed and generates a report indicating any errors that may need fixing.

Publish lessons or help guides as standalone

Once lessons or help guides are ready to deploy, they can be published. During the publish process, different **themes** can be applied to provide custom visuals, and **publish templates** are applied to control the appearance and behavior of the published item.

Package content into courses

An alternative to publishing lessons and help guides as standalone items is to package these, and other content types, into structured courses that deliver the learning objects in a logical sequence to the learner. Courses are then published to be consumed by the learner.

Train content access/consumption

Train content can be accessed in the Collaborate platform library, in-application through Assima Assist technology or via the platform mobile app.

Lessons, courses and documents published in the Library can also be accessed in an external LMS by setting up what's known as e-learning links. This feature offers a seamless experience to the learners: when they take a course/lesson from their LMS, their progression and scores are saved in the Collaborate platform and automatically passed to the LMS for certification.

All published Train content can also be exported in a SCORM 2004 package, which can be hosted on the external LMS without using e-learning links and tracking from the Collaborate platform.

The Assima lesson and course players are compatible with IE8+, MS Edge, Chrome, Firefox, and Safari on desktops, Macs and iPads.

Reporting

As learners interact with lessons and help guides, their actions are tracked as SCORM information and reflected in the Collaborate Reports module.

All learner interactions with lessons are captured and can be analyzed. Assima Train captures analytics such as lesson score, duration of content viewing, dates of access, status of completion, and user feedback ratings.

This includes the option for authors to set action settings, which if performed on a screen will trigger a penalty in the lesson.

Translation

All the text contained in the clone screens, as well as messages and data fields can be extracted into dictionaries, translated, and re-injected into lessons and help guides. There are 3 kinds of translation:

Multilingual

Translation from the source language to any other language.

Localization

Adaptation of scenarios and data to local audiences, thus making the lessons more relevant to learners, e.g. learners from the Paris office will be able to run content with French local scenarios and those from the Berlin office could run content containing German local scenarios.

Anonymization

This refers to the process of masking sensitive or confidential data that may have been captured in the clone screen, into generic or fictitious data, for security and compliance purposes.

Customization of Look & Feel and Behavior

Lesson and help guide mode templates

Lesson mode templates define the behavior of a lesson mode when playing in the lesson player; help guide mode templates define the structure of the help guide document.

These templates arrive pre-setup in the platform, but Administrators can also create custom versions for their specific organizational needs.

Lesson and help guide publish templates

Publish templates for lessons and help guides define the layout and appearance of the final version of the lesson or help guide, when published.

These templates arrive pre-setup in the platform, but Administrators can also create custom versions for their specific organizational needs.

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Assima PLC	Assima UK	Assima France	Assima Scandinavia	Assima Nederland
Portsoken House	+44 (0)20 3328 3280	+33 (0)1 47 30 71 30	+45 (0)5128 0000	+31 20 301 21 36
155-157 Minories				
London EC3N 1LJ	Assima US	Assima Deutschland AG	Olas Ltd - Assima Ireland	Assima South Africa
	+1 877 927 7462	+49 (0)6227 3099-110	+353 01 2790029	+27 21 526 4650
www.assima.net				
contact@assima.net	Assima Canada	Assima Switzerland	Assima Spain	
	+1 678 971-2008	+41 (0)21 612 03 79	+34 91 572 6589	

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