



UNODC

United Nations Office on Drugs and Crime

TRAINING MANAGEMENT & INFORMATION SYSTEM

USER MANUAL

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List of Acronyms

Table 1

Acronym	Descriptions
UNODC	The United Nations Office on Drugs and Crime (UNODC) Country Office Pakistan
CNIC	Computerized National Identity Card
TMIS	Training Management Information System
DB	Database

Specific Terms

Specific Terms	Definitions
Architectural design	<p>The process of defining a collection of hardware and software components and their interfaces to establish the framework for the development of a computer system.</p> <p>The result of defining a collection of hardware and software components and their interfaces to establish the framework for the development of a computer system.</p>
Architectural mechanism	<p>Common solutions to common problems that can be used during development to minimize complexity. They represent key technical concepts that will be standardized across the solution.</p>
Baseline	<p>A specification or product that has been formally reviewed and agreed upon, that thereafter serves as the basis for further development, and that can be changed only through formal change control procedures.</p>
Component	<p>The principal computational elements and data stores that execute in system.</p>
Design concern	<p>An area of interest with respect to a software design.</p>
Detailed design	<p>The process of refining and expanding the preliminary design of a system or component to the extent that the design is sufficiently complete to be implemented</p> <p>The result of the process in above bullet.</p>
Functional requirement	<p>A requirement that specifies a function that a system or system component must be able to perform.</p>

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Module	An implementation unit of software that provides a coherent unit of functionality.
Nonfunctional requirement	A software requirement that describes not what the software will do but how the software will do it. EXAMPLE: software performance requirements, software external interfaces requirements, software design constraints, and software quality attributes. Nonfunctional requirements are sometimes difficult to test, so they are usually evaluated subjectively.
Software architecture	The structure or structures of a system, which consist of elements, their externally visible properties, and the relationships among them.
Software design	The combination of Architectural design and Detailed design by transforming the requirements into software architecture and detailed design.
Software product	The set of computers programs, procedures, and possibly associated documentation and data.
Stakeholder	Individual or organization having a right, share, claim, or interest in a system or in its possession of characteristics that meet their needs and expectations.
Traceable	Having components whose origin can be determined.
Traceability matrix	A matrix that records the relationship between two or more products of the development process.
Validation	Confirmation by examination and provision of objective evidence that the particular requirements for a specific intended use are fulfilled.

TMIS Overview

Training management Information systems (TMIS) are developed and administrated by IT and M&E departments to streamline training operations. These solutions help users design, organize, scale, and maintain training programs. Training management Information systems are providing solutions for Advisor, M&E, Program Officer, Trainer, Trainee and Communication officer that create, Plan, schedule, track, and assess training efforts while overseeing trainee training progress and certifications. TMIS also deliver reports that help training department and funding agencies.

1.2 TMIS Cycle

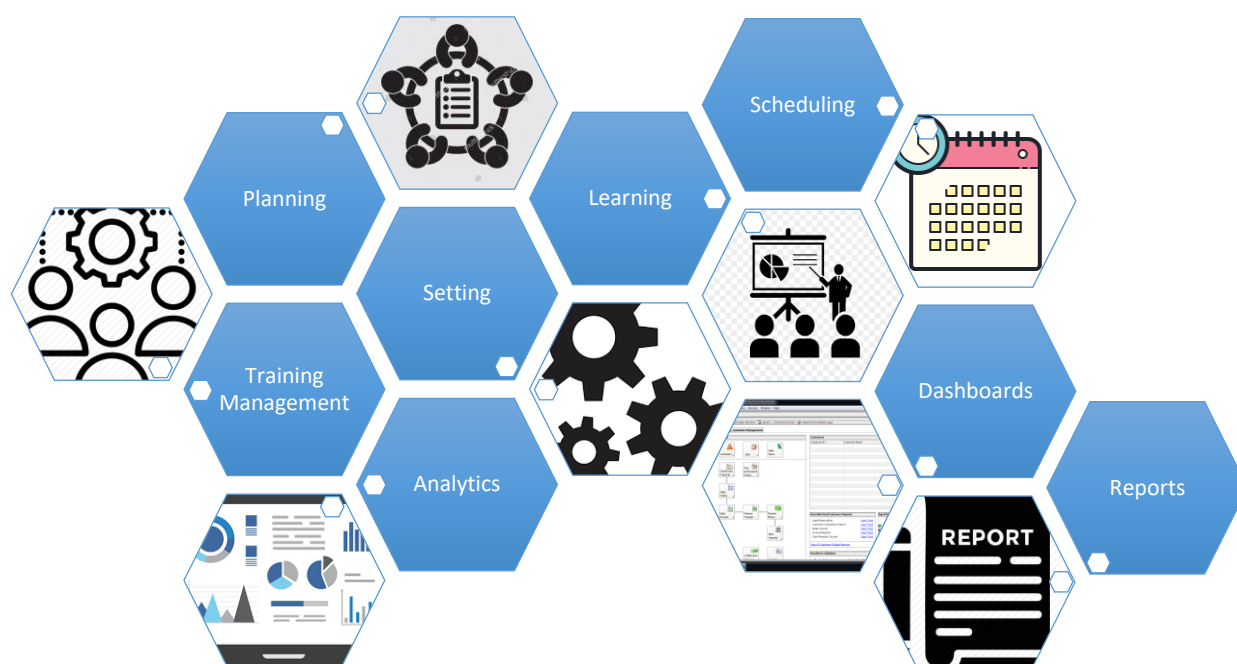


Figure 1 TIMS Cycle

1.3 Technical Information

Node.js version	10.20.1 ▾
Application mode	Development ▾
Adds value for NODE_ENV variable	
Application root	<input type="text" value="api.odctmis.org"/>
It is a physical address to your application on a server that corresponds with its URI. Upload your application files here.	
Application URL	<input type="text" value="api.odctmis.org"/> <input type="button" value="OPEN"/>
It is an HTTP/HTTPS link to your application	
Application startup file	<input type="text" value="app.js"/>
Passenger log file	<input type="text" value="/home/nextyhwo/logs.log"/>
You can define the path along with the filename (e.g. <i>/home/nextyhwo/logs/passenger.log</i>)	

Figure 2 Technical Information

CREATE AN ACCOUNT

Admin (M&E) user is authorized to create user account for;

- a. Country Representative
- b. Advisor
- c. Program Officer
- d. M&E
- e. Communication officer and
- f. Trainer

Note: Users are authorized to login to change their password.

2.1 User Information

These are the information, which are important for creating an account. Started fields are mandatory.

Add New Employee

Employee Name	* District Name Select District Name	Employee Code
Designation COMPUTER OPERATOR	Department FITNESS CERTIFICATE	Status Select Stauts
Mobile No	Email	Date Of Appointment

Cancel Create

Figure 3 Add New User

2.2 User Login

Once the account created, User can login at the following simple steps;

- Enter IP Address in browser <https://odctmis.org/#/>
- Enter User name as given by admin. User ID cannot be changed.
- Enter password as given by M&E (Admin)

Noted please. User name and password must be locked and hidden from persons. It is advice to reset or change password gradually and noted in safe place or lock dairy.



Figure 6 Login

2.3 Password Forgot

Password can be restored through your provided email. System will send you password or reset your password by giving correct email ID.

1. In login Screen see forgot password;
2. Enter your valid email and Press Submit button;
3. See your email inbox and reset/ get your password.

The image shows a form titled 'Forgot your password ?'. It features a text input field containing the email address 'someone@example.com'. To the right of the input field is a small blue icon of a person. Below the input field is a large blue button with the text 'Submit' in white.

Figure 7 Forgot password

2.4 Logout

- Logout is important once you finish your works or want to switch off the MIS-Application.
- 1. Click on User Name
- 2. See logout and click



Figure 9 Logout

2.5 Update Profile

User profile can be updated via admin.

1. In User Management, Select Employees
2. Search and Select Employee name and Edit and Update the profile
3. See in the list updated status at the following screen.

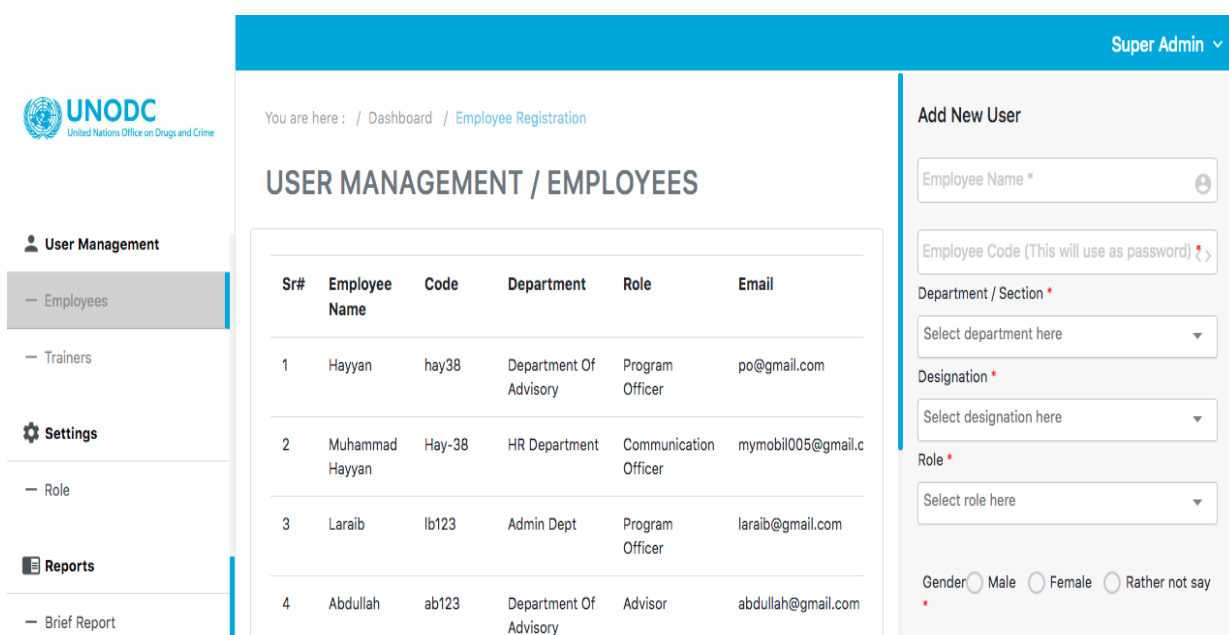


Figure 10 User Management

2.6 Active and Non Active User

Admin have the rights to activate and non-activate user accounts. In case non-login and non-active, contact to admin to change the status.

2.7 User Roles and Rights

Admin have the sole right to assign roles to user. The MIS screen will be updated according to assign roles and rights by admin.

1. On Admin Dash board
2. See Setting and Select Roles
3. Add New Role or Select in the existing Roles.

Note Roles are selected designations as

- a. Advisor
- b. Program Officer
- c. M&E
- d. Communication officer and
- e. Trainer
- f. Country Representative

More designation can be added as desired. On the role list, it can be edit, Update and delete.

ROLES

Add Role(s)

Name of Role:

Permission:

Sr#	Name of Role	Permission	Added at	Action
1	PO	program_officer	03/25/2020	

Figure 11 User Roles

2.8 Types of Users & Permission

- Advisor
- Program Officer
- M&E
- Communication officer and
- Trainer
- Advisor
- Country Representative

Permission

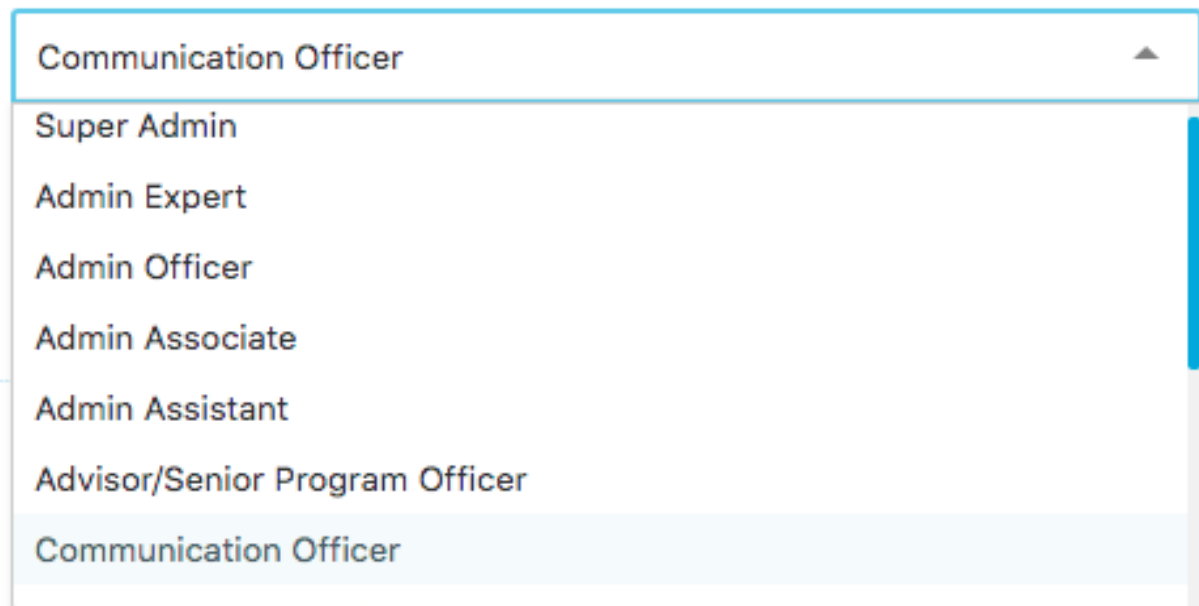


Figure 12 User Permission

Note: permission is the role of each designation of user. On the basis of User role dashboard has been designed and developed

2.9 User Dashboard

- Dashboard can be seen according to user roles and rights.

3.0 Dashboard

- Dashboard is one of important part of this MIS. This dashboard is flexible and dynamic. Dashboard displays the data scientifically and statistically for user.
- Advisor
- Program Officer
- M&E
- Communication officer and
- Trainer
- Advisor
- Country Representative

3.1 Admin (M&E) Dashboard

Admin dashboard can administrate and monitor the TMIS. The Main menu have the following Sub-menu as;

3.1.1 Admin Dashboard

Click on Dashboard, A user can see the sub-program training detail. User can also search each sub-Program, Projects and Training. The sequences are associated with sub-program, and then project and under project associate all training can be viewed in detail.

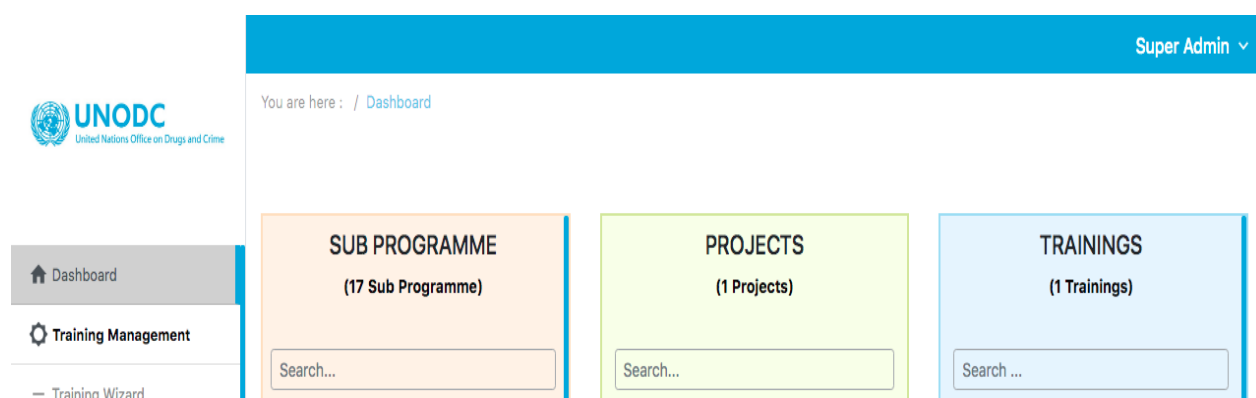


Figure 13 Admin Dashboard

3.1.2 Training Wizard

A. Once you click on the training, A user can see the specific training on going, completed. Other users update the status and progress. Admin (M&E) can monitor the training. The next screen change at the following;

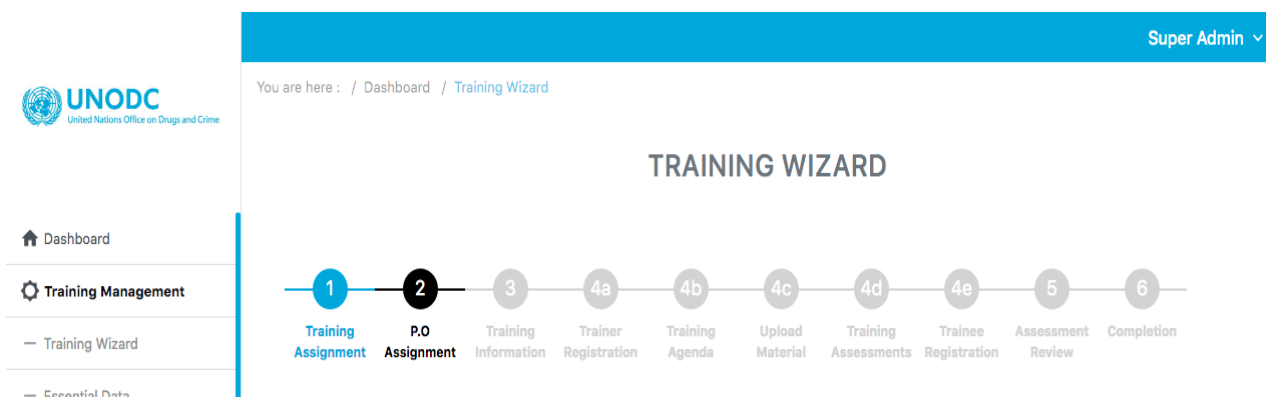


Figure 14 Wizard

B. These process can also be viewed and monitor by Click Training management and Training Wizard.

C. **1 to 6 Steps** of the training can be viewed and monitored by M&E by simple click on tab or Next button. All Steps report/View list are associated with each tab and can be edit and delete by admin.

3.1.3 Essential Data

A. Under the Training management, the essential data Sub-menu is the recurring data field, which will be entered once by Admin and displayed item for other users.

B. These data may be the following;

1. INTERNAL DEPARTMENTS
2. TRAINEE DEPARTMENTS
3. THEMATIC AREAS
4. FUNDING AGENCY
5. INTERNAL DESIGNATIONS
6. TRAINEE DESIGNATIONS
7. TRAINING TYPES
8. ACADEMIC QUALIFICATION
9. COUNTRY

10. PROVINCES
11. DISTRICTS AND
12. RELATIONS

The Screen of essential data is at the following:

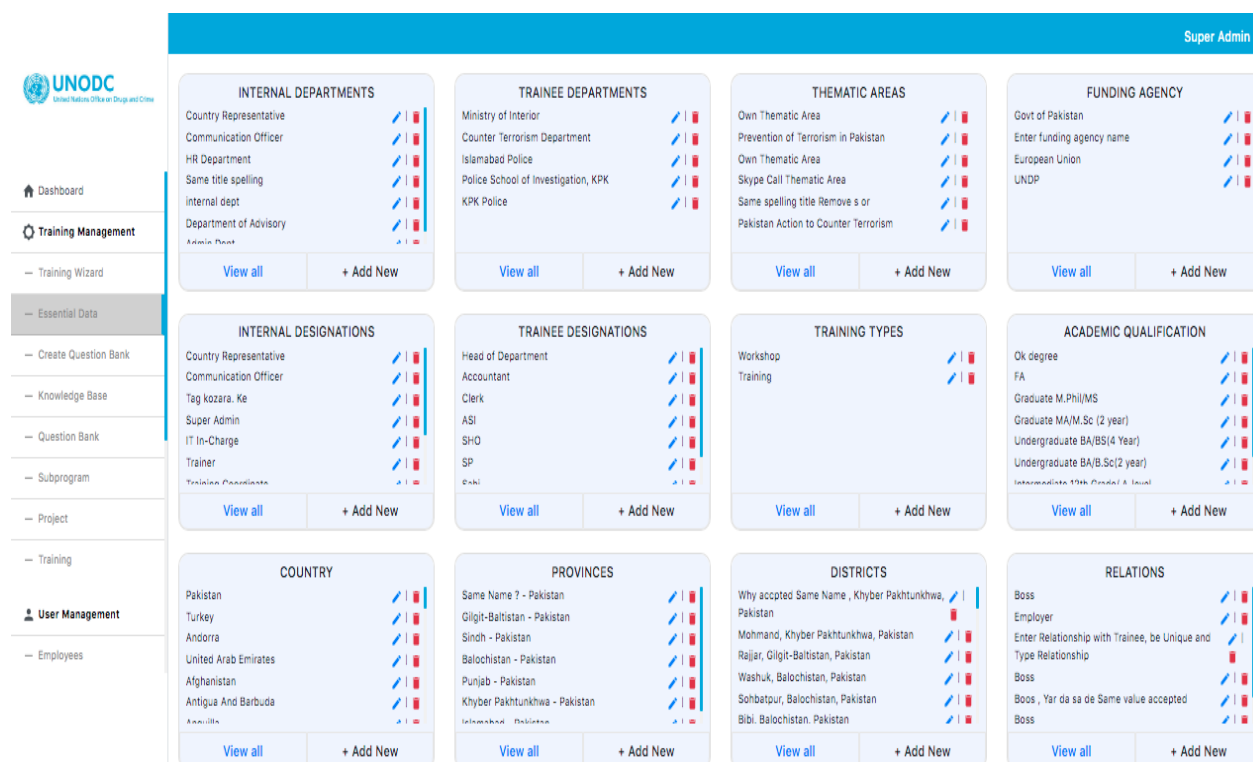


Figure 15 Training Setting

Each tab box has common things as list, edit, update and delete. Once you add new essential data, the list can also be viewed in detail.

3.1.4 Add New List

1. To Select Essential Data from right side Menu
2. Select and Add New button from each essential Data box
3. To Add or Cancel
4. See the Added list

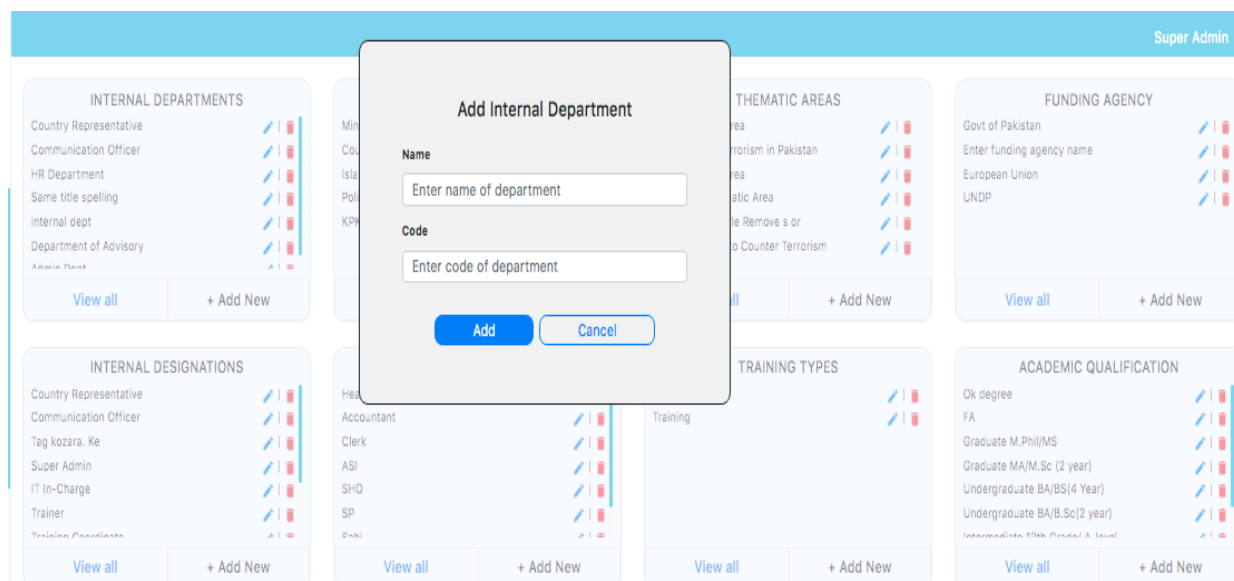


Figure 16 Setting Adding

3.1.5 View all list

To view the essential data with following features

1. You can search any field
2. You can select on the list the Edit, Delete and Update the field.
3. Uniqueness have been maintained and No chance of duplication of data field.

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You are here : / Dashboard / Add Department

DEPARTMENT

Add Department(s)

Department Name *

Department Code *

Add

Sr#	Department Name	Code	Added at	Action
1	Ministry Of Interior	MOI	03/19/2020	Edit Delete
2	Counter Terrorism Department	CTD	03/19/2020	Edit Delete
3	Islamabad Police	ICT-POLICE	12/30/2019	Edit Delete
4	Police School Of Investigation, KPK	PSI-KP	12/30/2019	Edit Delete
5	KPK Police	DA	12/26/2019	Edit Delete

Figure 17 Adding Setting New

3.1.6 Create Question Bank

A user can create bulk questions. These questions can be selected for Pre –Assessment, Post Assessment, and Standard Questions. In the question list, a user can search a specific question. This question can be altered if desired. These questions stored in bulk against the following categories;

1. Pre-Assessment
2. Post-Assessment
3. Standard Question
4. Thematic Area
5. Level of Question

3.1.7 How to Create a Question

6. On the right Menu, Select Create Question Bank
7. On the left side, Create A question
8. Select Assessment level
9. Select Thematic Area/Subject
10. Select Question Level (Hard, Moderate and Easy)
11. Selection option question type as standard or MSQ

12. Select Question options (A-B), (A-D) etc. Once you selected the option, you have to answers accordingly (A-B) or (A-D) etc.
13. Type your Question in Text Box
14. Type Answer(s) and Select Correct or Non Correct
15. Save the Question into question Bank.

Now Question created and you can see on your right side. You can also search and edit the question as desired.

Screen

3.1.8 Knowledge Base

Actually knowledge base is the learning material. All learning material will be uploaded by Program officer, Trainer and admin (M&E). The upload options are multiple as Document, Presentation, PDF, website Reference, Audio and Video. A user can see training material categorically. Like Question Bank, it is also stored and can be seen against training program, thematic area and other filter set.

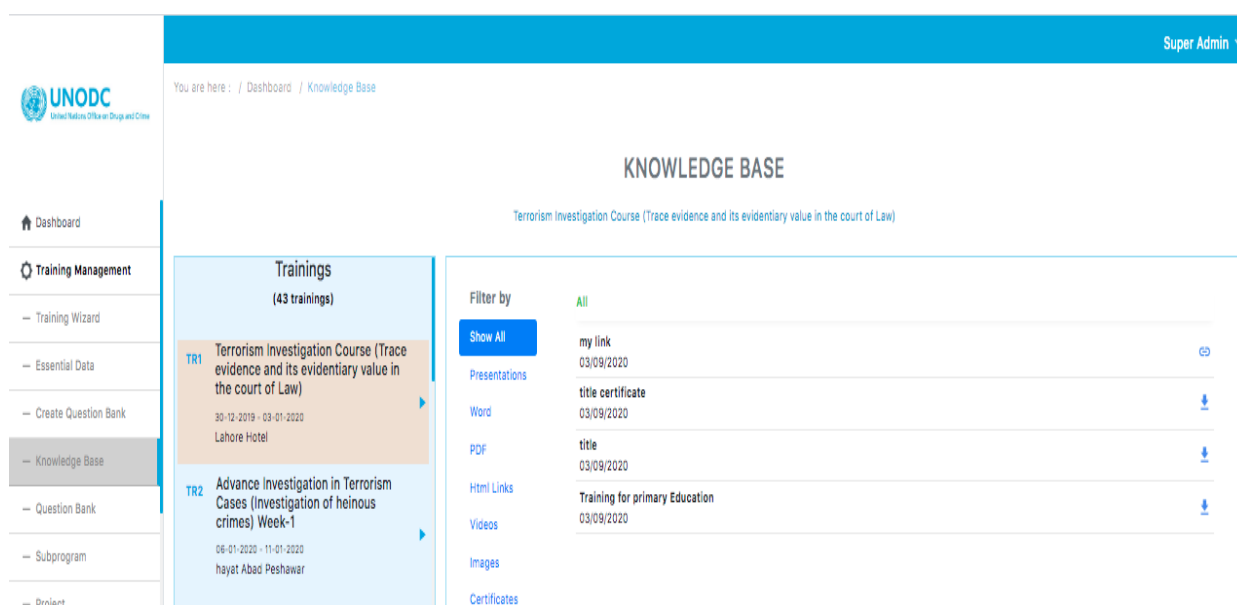


Figure 18 Learning Material

3.1.9 QUESTION BANK

A user can see the question bank. All Questions are archive and a user can search and filter by thematic area. On the right side, further filtration also made.

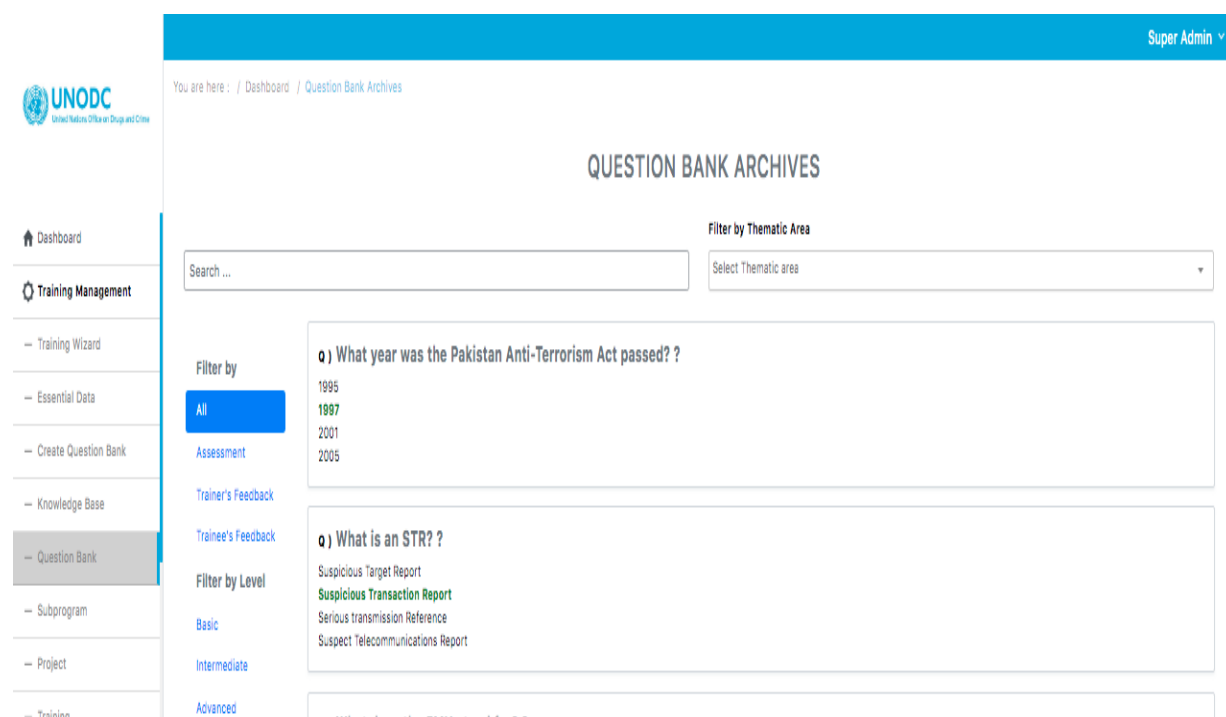


Figure 19 Question Bank

3.1.10 Sub program

A user can also add the sub-program. The sub-Program list will be updated and deleted. The edit and delete option are given to each list.

Sr#	Sub Program Name	Code	Added at	Action
1	Ngc	NGC1	05/14/2020	/ x
2	Mock Exercise	1234	04/30/2020	/ x
3	Dha Test	DHA	04/30/2020	/ x

Figure 20 Adding Sub Program

3.1.11 Add Project

A project can be added with project name and code. The project then connected with training program. A project can be search if more project list created.

Sr#	Sub Program Name	Code	Project Title	Start Date	End Date	Created On	Action
-----	------------------	------	---------------	------------	----------	------------	--------

Figure 21 Adding Project

1. Training

Admin user can add a new training title. This training can further assign to Advisor. The training Title further linked with program officer, Training and Trainee dashboard. The following fields are given on screen.

The screenshot displays the 'TRAINING' form in the TMIS system. On the left, a sidebar lists navigation options: Subprogram, Project, Training (highlighted), User Management, Employees, Trainers, and Settings. The main area shows the 'TRAINING' form with the following fields:

- Add Subprogram(s)**: A section header for the form.
- Select Sub Program ***: A dropdown menu with the placeholder text 'Select sub program here'.
- Select Project ***: A dropdown menu with the placeholder text 'Select project here'.
- Assign To Advisor ***: A dropdown menu with the placeholder text 'Select advisor here'.
- Training Title ***: A text input field.
- Add**: A blue button to submit the form.

Figure 22 Adding Training

3.1.12 User Management

Admin (M&E) can create user. Once User created then role can be assigned to

- Advisor
- Program Officer
- M&E
- Communication officer and
- Trainer
- Advisor
- Country Representative

Under the user management admin can create employee and trainer.

3.1.13 Add user /Employee

Admin can add new employee. Each employee have its own dashboard and roles.

1. Click Employee
2. Enter the Employee information as given the below screen
3. Click Register
4. See in the Employee List where admin Edit and Delete the User/Employee

USER MANAGEMENT / EMPLOYEES

Sr#	Employee Name	Code	Department	Role	Email
1	Hayyan	hay38	Department Of Advisory	Program Officer	po@gmail.com
2	Muhammad Hayyan	Hay-38	HR Department	Communication Officer	mymobil005@gmail.c
3	Laraib	lb123	Admin Dept	Program Officer	laraib@gmail.com
4	Abdullah	ab123	Department Of Advisory	Advisor	abdullah@gmail.com
5	Usman	usman123	Communication	Communication	usman@gmail.com

Add New User

Employee Name *

Employee Code (This will use as password) *

Department / Section *

Select designation here

Designation *

Select role here

Role *

Select role here

Gender ☐ Male ☐ Female ☐ Rather not say

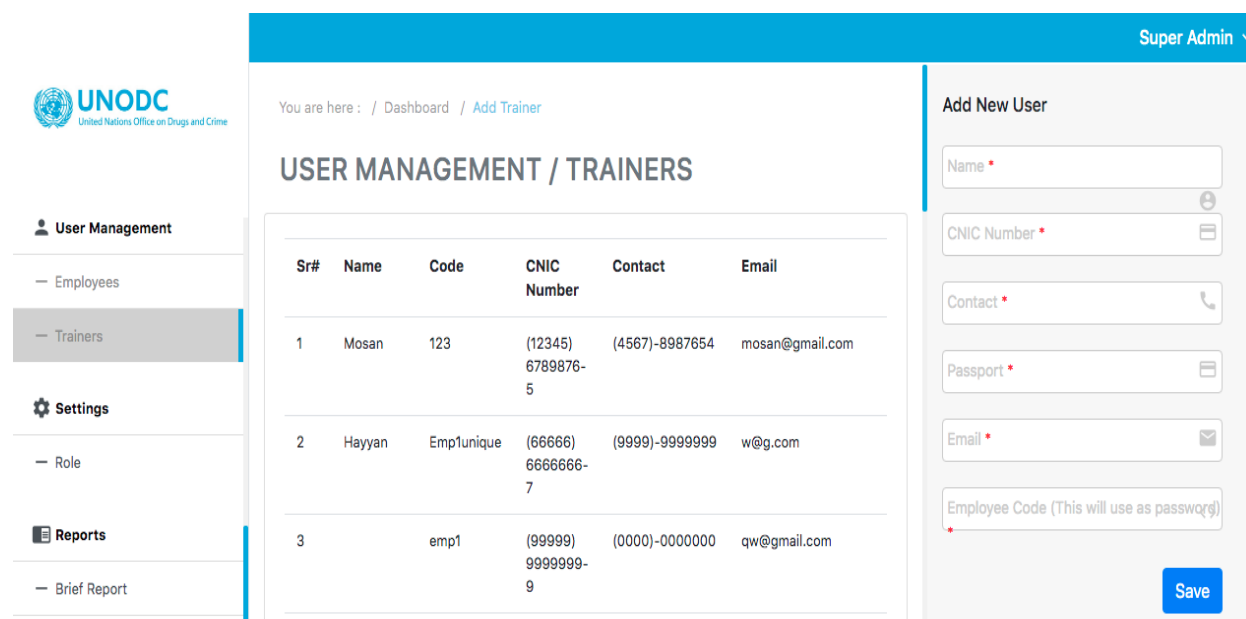
Figure 23 User Management

3.1.14 Add User /Trainer

Admin can add new trainer. Multiple trainer can be added and see in the list. Once the trainer added, the role is assigned as trainer and later Program officer can assign one or multiple training. Trainer has its own dashboard.

Steps:

5. Click trainer
6. Enter the trainer information as given the below screen
7. Click Register
8. See in the trainer List where admin Edit and Delete the User/Employee



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You are here : / Dashboard / Add Trainer

USER MANAGEMENT / TRAINERS

Sr#	Name	Code	CNIC Number	Contact	Email
1	Mosan	123	(12345) 6789876-5	(4567)-8987654	mosan@gmail.com
2	Hayyan	Emp1unique	(66666) 6666666-7	(9999)-9999999	w@g.com
3		emp1	(99999) 9999999-9	(0000)-0000000	qw@gmail.com

Add New User

Name *

CNIC Number *

Contact *

Passport *

Email *

Employee Code (This will use as password)

Save

Figure 24 Adding Trainer

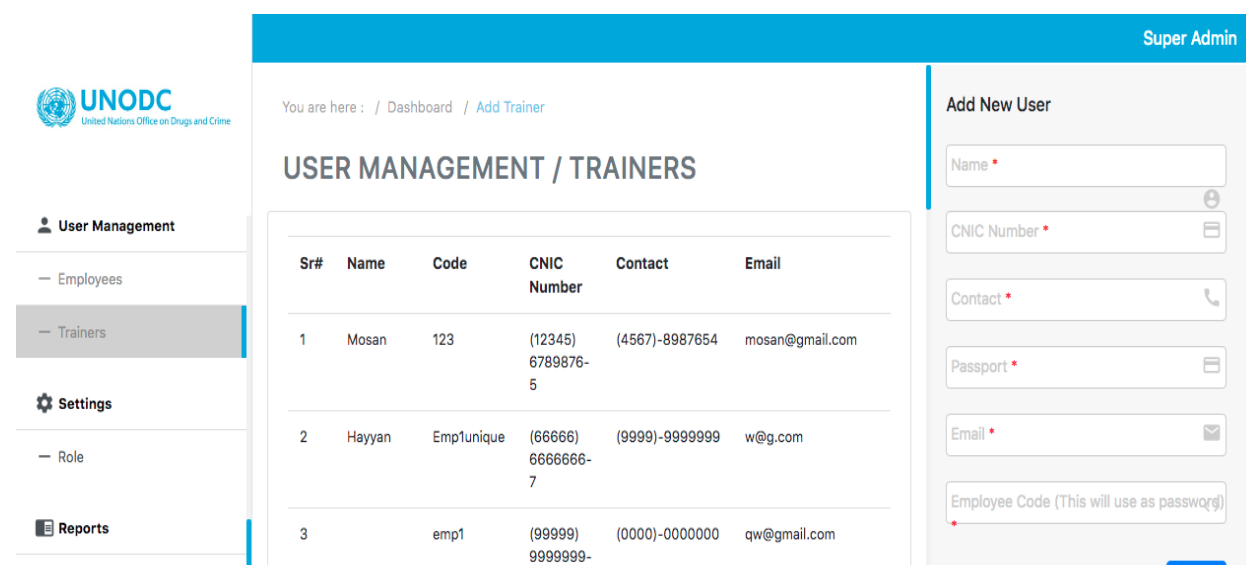
3.1.15 Settings Role

In Sub-menu Setting, Admin can assign role to user(s). Just to add the following field

- Add Role Name
- Select permission/Role

Steps

1. Click Setting and Select Role
2. Add Role Name
3. Select permission/Role
4. See the list for edit and deletion



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You are here : / Dashboard / Add Trainer

USER MANAGEMENT / TRAINERS

Sr#	Name	Code	CNIC Number	Contact	Email
1	Mosan	123	(12345) 6789876-5	(4567)-8987654	mosan@gmail.com
2	Hayyan	Emp1unique	(66666) 6666666-7	(9999)-9999999	w@g.com
3		emp1	(99999) 9999999-9	(0000)-0000000	qw@gmail.com

Add New User

Name *

CNIC Number *

Contact *

Passport *

Email *

Employee Code (This will use as password)

Save

Figure 25 Trainer Users

3.1.16 Reports

Reports are divided into sub, one is brief reports and strategic reports.

Brief reports

These reports can be viewed against each training title. These reports further categories in three;

1. Brief Training Report
2. Overall Training Analysis
3. Individual Training Reports

The screenshot displays the 'REPORTS' section of the TMIS application. The left sidebar includes the UNODC logo and navigation links for 'User Management' (Employees, Trainers), 'Settings' (Role), and 'Reports' (Brief Report, Strategic Report). The main content area shows a table of training titles with buttons for 'Brief Training Report', 'Overall Training Analysis', and 'Individual Training Analysis'.

Sr#	Title	View		
1	Terrorism Investigation Course (Trace Evidence And Its Evidentiary Value In The Court Of Law)	Brief Training Report	Overall Training Analysis	Individual Training Analysis
2	Advance Investigation In Terrorism Cases (Investigation Of Heinous Crimes) Week-1	Brief Training Report	Overall Training Analysis	Individual Training Analysis
3	Advance Investigation In Terrorism Cases (Investigation Of Heinous Crimes) Week-2	Brief Training Report	Overall Training Analysis	Individual Training Analysis
4	Investigation And Trail Of Terrorist Financing (Week - 03)	Brief Training Report	Overall Training Analysis	Individual Training Analysis
5	Training On Terrorism Investigation Course (Background To Terrorism And Legal Framework)	Brief Training Report	Overall Training Analysis	Individual Training Analysis

Figure 26 Reports

Brief Reports

Once you click on training and brief reports. A user can see a detail report against training title selected. While a user further can see the following reports;

1. Overall training Analysis
2. Print Detail Report

Note: In Brief report, Admin can add more trainee by Adding button

Training Brief Information

[OVERALL TRAINING ANALYSIS](#)
[PRINT DETAILS](#)

Country Pakistan	Province Punjab	City Lahore
Advisor Syed Arslan	Program Officer Ammanullah Khan	Sub Program / Project Pakistan Action to Counter Terrorism
Donor European Union ,	Trainers Tariq Iqbal ,Niaz Khan ,Allama Iqbal ,Farooq zaman ,Nawab khan ,Akhtar Naseer ,Bakht Munir ,Rizwan Hameed ,Rafiq khan ,Mir Qasim khan ,Sikandar Sahibzad ,Dr M.Tahir Khan ,munir Ahmed ,	
Start Date 30-12-2019	End Date 03-01-2020	No. of Days 5

Attendees Information

[ADD](#)

No.	Name	CNIC	Designation	Department	Email	Number	Attendance
-----	------	------	-------------	------------	-------	--------	------------

Trainees

Figure 27 Brief Reports

Training Brief Information

[PRINT TRAINING DETAILS](#)
[INDIVIDUAL ANALYSIS](#)

Country Pakistan	Province Khyber Pakhtunkhwa	City Peshawar
Advisor Syed Arslan	Program Officer Ammanullah Khan	Sub Program / Project ngc
Donor European Union ,UNDP ,	Trainers Rizwan Mubashir ,Maham ,	
Start Date 14-05-2020	End Date 15-05-2020	No. of Days 2

Figure 28 Report Brief

Overall training Analysis

The Overall Consist of two portion. One is Training Detail Information as shown below screen.

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The Second is Analytical and Graphical View of the overall training at the below screen

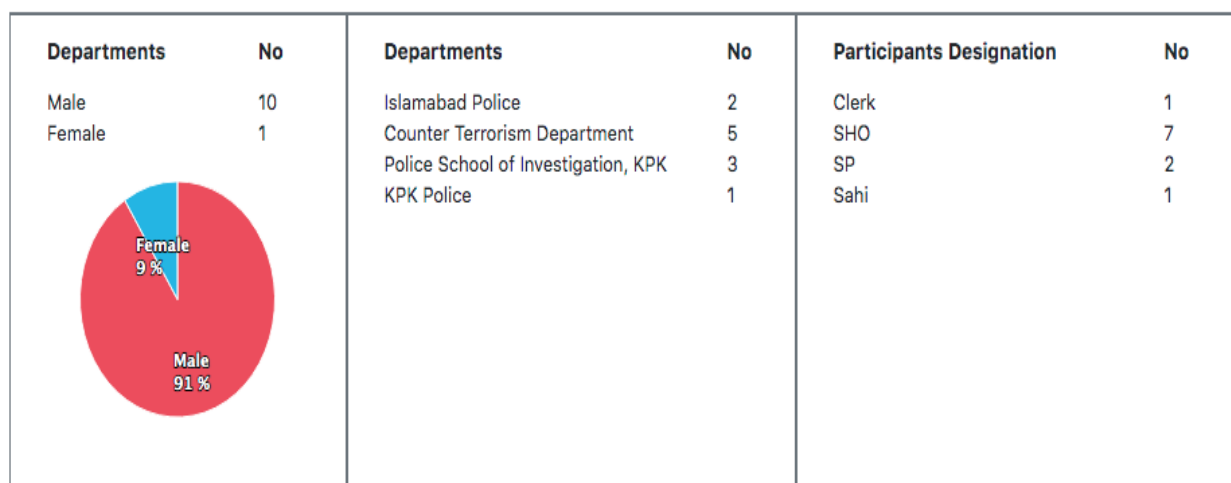


Figure 29 Analytical Reports

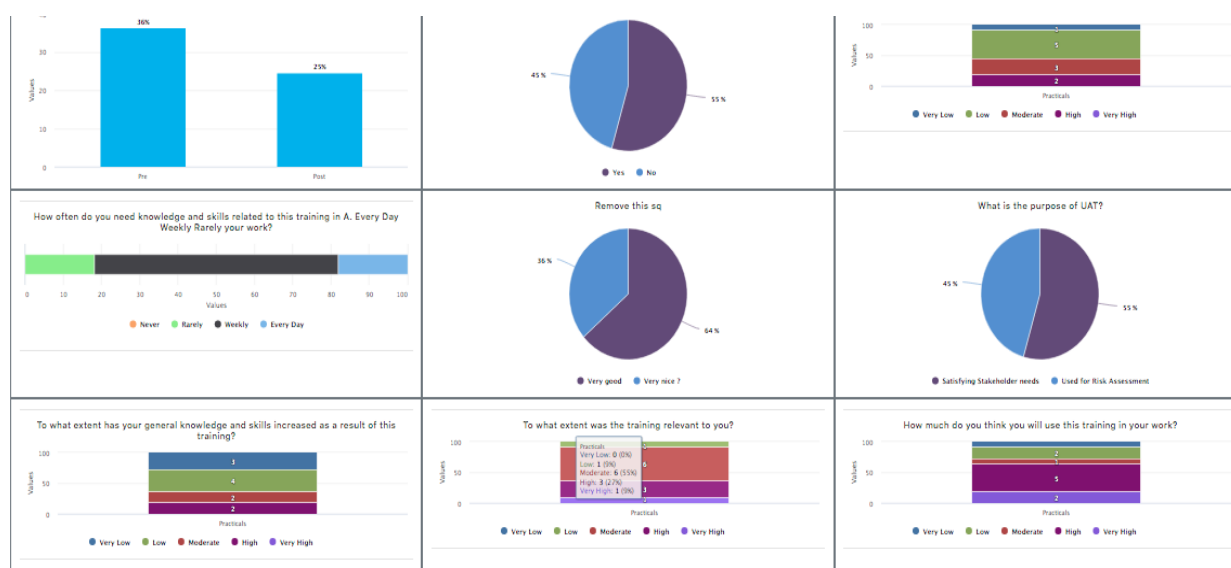
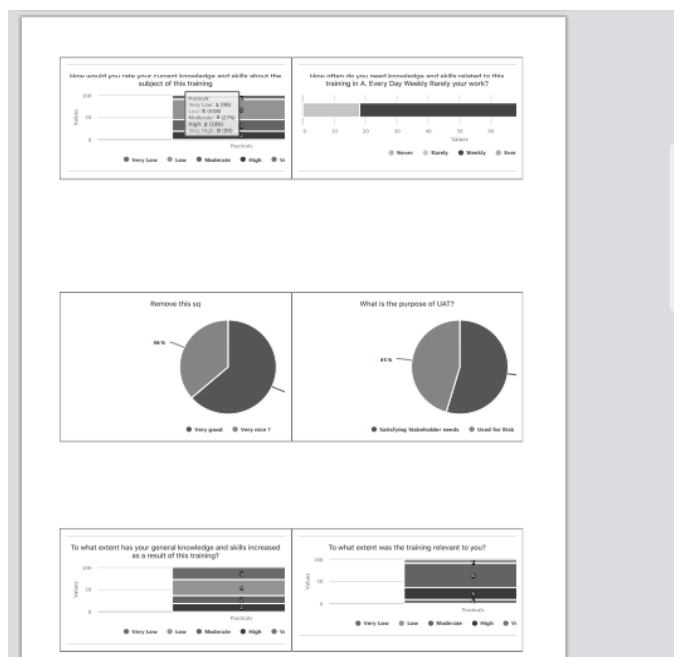


Figure 30 Analytical report-2

Print Detail Report

The Overall report can be print. The resolution should be kept 100% or betterment adjustment with your printer installed.



Print

4 sheets of paper

Destination

HP LaserJet P2015 Se

Pages

All

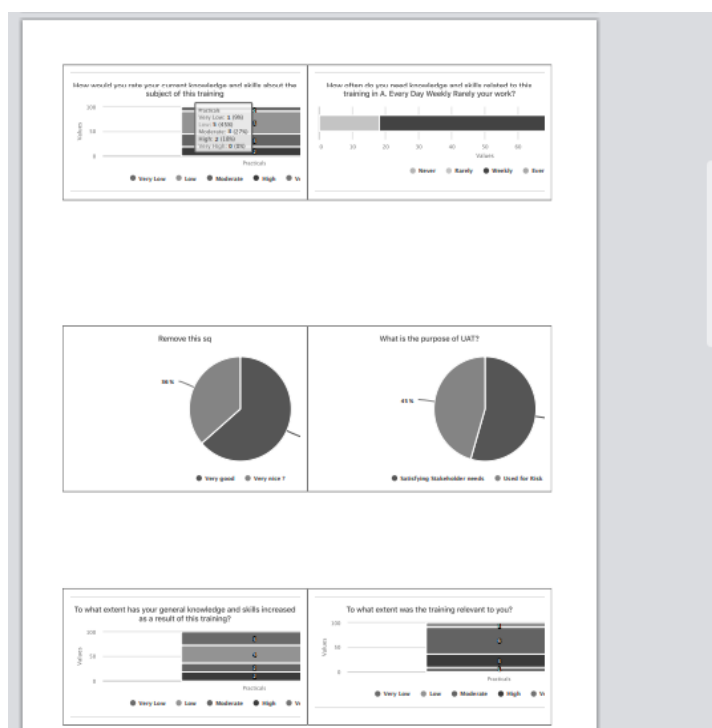
Copies

1

More settings

Cancel

Print



Print

4 sheets of paper

Destination

HP LaserJet P2015 Se

Pages

All

Copies

1

More settings

Cancel

Print

Individual Analysis Report

On the same brief reports screen, A user can see Individual Analysis report of each trainee. The Overall assessment and brief reports are given at below like screen;

You are here : / [Dashboard](#)

Individual Analysis Report

NGC Training

Select an individual to view

(11)

Hints

Green: Correct , Red: Incorrect

Figure 31 Report Print

Akbar shah

Akhtar Abbas

Ali akbar khan

Altaf Hussain

Ameer Ali

Aurang Zeb

Chohanfar rafiq

Q1. What is Capital of PAK?

Pre Assessment

Islamabad

Post Assessment

Islamabad

Q2. The key legislation instruments/policies that have been introduced to counter terrorism are

Pre Assessment

11 W of Anti-Terrorism Act, 1997

Post Assessment

Prevention of Electronic Crime Act, 2016

Q3. National Action Plan was established by the Government of Pakistan in

Figure 32 Individual Report

Strategic Reports

The Strategic reports show the overall statistic of TMIS. The Overall training analysis and statistic are shown below screen;

Strategic Analysis Reporting

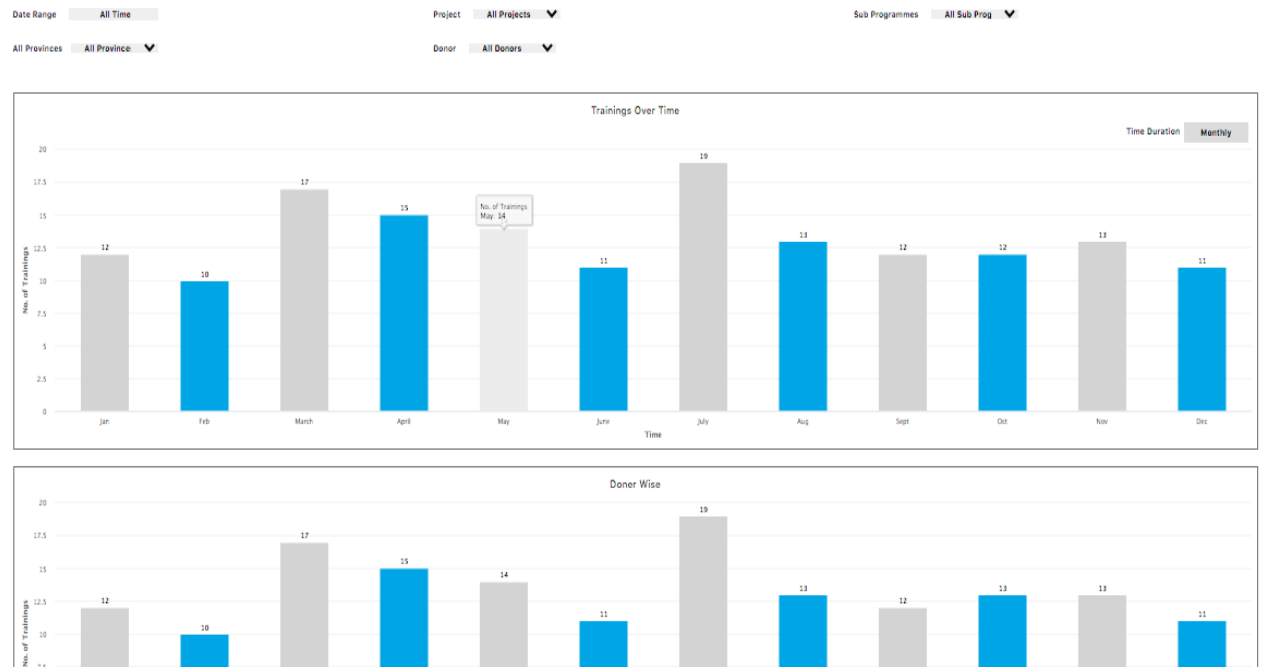


Figure 33 Strategic report

4.0 Advisor Dashboard

Advisor can login to its dashboard via user name and password. Advisor is a role to assign training to program officer. Advisor receive proposed training detail from M&E (Admin). Advisor dashboard looks like below;

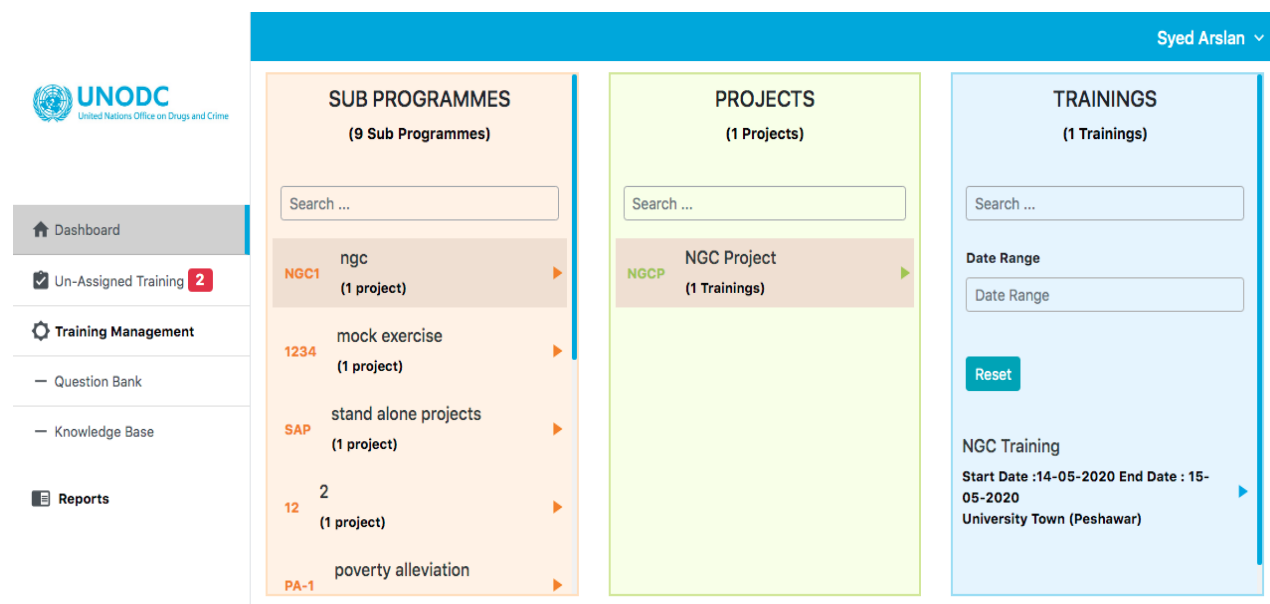


Figure 34 Advisor Dashboard

On the same screen, Advisor can see the training list against project and subprogram. Just simple move the mouse on subprogram, project and trainings. Once you select a training the latest update of assign staff can be seen.

On the left menu, Advisor can see the un-assigned training detail, Training Management, Question Bank, Training Material and Reports.

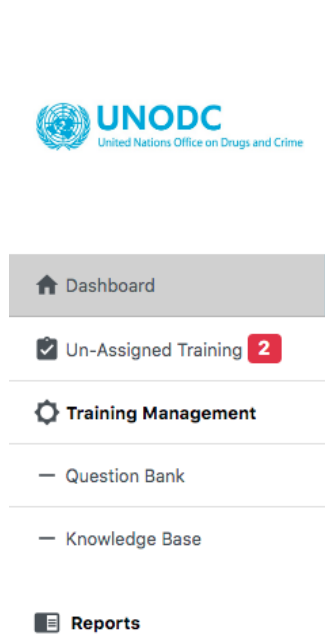


Figure 35 Advisor Menu

Training agenda also can be seen on the dashboard as;

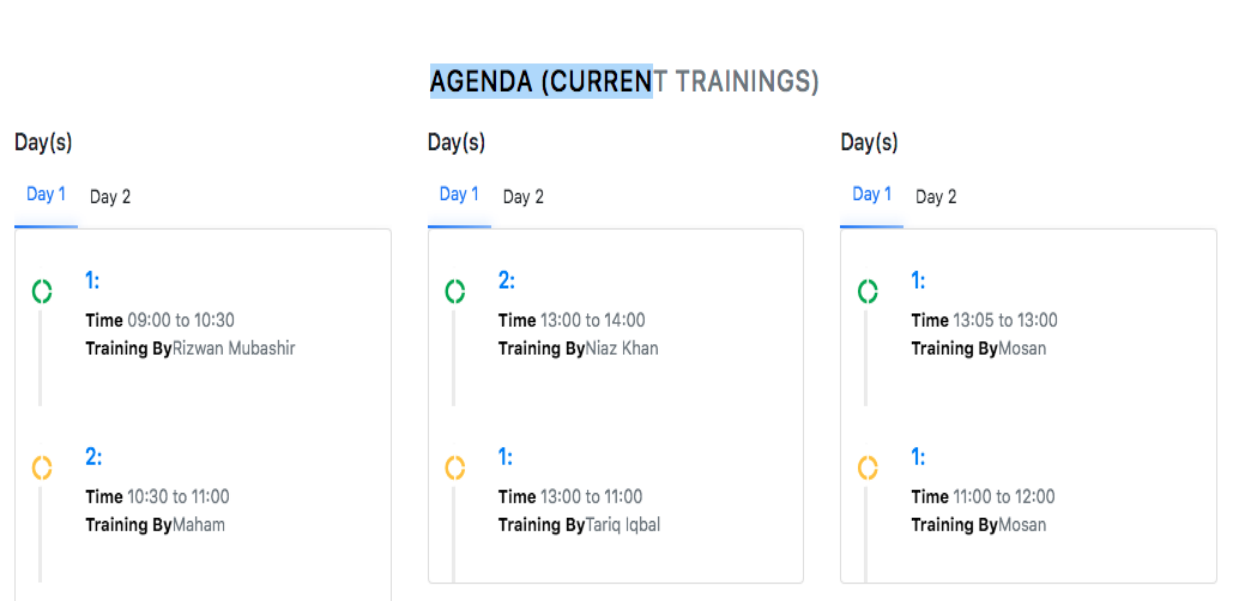
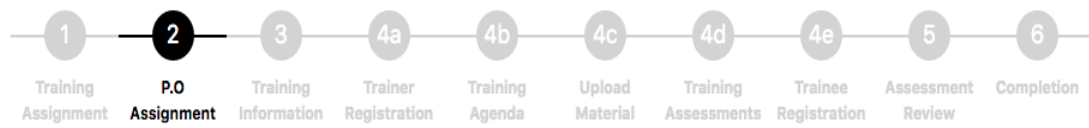


Figure 36 Training Agenda

Click on training on main page, Advisor can see the detail of all steps of the training either in progress and completed at the following screen. These information are not editable to advisor. Just Advisor click the Numbers of process and see the information

TRAINING WIZARD



Training Assignment

Training Title <input type="text" value="NGC Training"/>	Project <input type="text" value="NGC Project"/>
Sub Programme <input type="text" value="ngc"/>	Assign Advisor <input type="text" value="Syed Arslan"/>
Select Program Officer	Doner Name

Figure 37 Wizards

Advisor can see the detail reports as well by clicking completion 6 steps. These reports have been mentioned in detail M&E Reports.

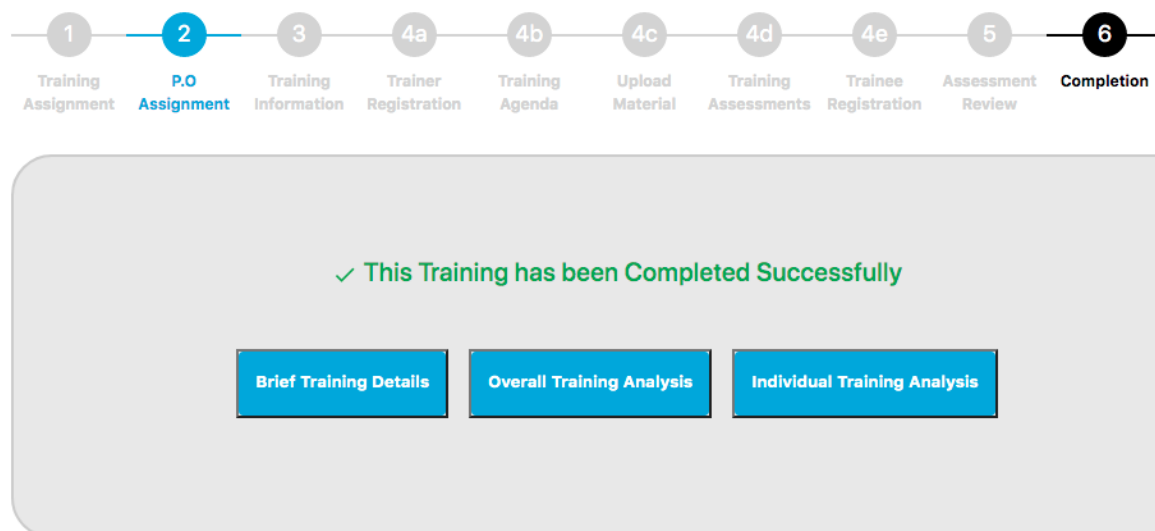


Figure 38 Training Completion

4.2 Un-Assigned Training

M&E assign the training to advisor, on advisor dashboard the work in progress can see the training list. Advisor can assign such training to program officer. Further progress of the training can be seen.

Steps:

- Login to Advisor Dashboard
- Click the Un-Assigned Training

UNODC
United Nations Office on Drugs and Crime

Dashboard

Un-Assigned Training 2

Training Management

Question Bank

Knowledge Base

Reports

You are here : / Conducted Training

CONDUCTED TRAININGS

Conducted Trainings Assigned by M & E

Sr#	Title	Created at	Status	Action
1	New One Crimeq	03/13/2020	Pending	Assign
2	New Training From Dashboard	03/09/2020	Pending	Assign

Figure 39 Conducted Training

- You can see the list of assigned training which were pending against you. You can click the assign

The screenshot displays the 'Training Assignment' form within the TMIS system. The progress bar at the top indicates the current step is 'P.O Assignment' (Step 2). The form includes the following fields:

- Training Title:** New One Crimeq
- Sub Programme:** poverty alleviation
- Select Program Officer:** (Empty dropdown)
- Thematic Area:** (Empty text field)
- No of days:** (Empty text field)
- Project:** Poverty 2
- Assign Advisor:** Syed Arslan
- Doner Name:** (Empty text field)
- Select Date Range:** (Empty text field with a note: "Note: To choose one day, double click on specific date")

At the bottom right of the form, there are three buttons: 'Back', 'Update', and 'Click to View Wizard >>'.

Figure 40 Training Wizard

- See the form and assign the training to program officer. Advisor can select program officer, Dates and day(s), funding agency and thematic area for training.
- Save or update the form, this assign training goes to program officer dashboard. The advisor can also see the progress by clicking wizard.

You are here : / Dashboard / Training Wizard

TRAINING WIZARD



Figure 41 Wizard Steps

Now, Advisor can see the Un-Assigned training list updated and notify less one number. The status change into assigned training list.

4.3 QUESTION BANK

A user can see the question bank. All Questions are archive and a user can search and filter by thematic area. On the right side, further filtration also made.

Steps:

Login to Advisor

See the Question Bank

Search and filter the question list by thematic area, Documents type and question type or even type a question hints to see more visible.

Super Admin

You are here : / Dashboard / Question Bank Archives

QUESTION BANK ARCHIVES

Search ...

Filter by Thematic Area

Select Thematic area

Filter by

All

Assessment

Trainer's Feedback

Trainee's Feedback

Filter by Level

Basic

Intermediate

Advanced

q) What year was the Pakistan Anti-Terrorism Act passed? ?

1995

1997

2001

2005

q) What is an STR? ?

Suspicious Target Report

Suspicious Transaction Report

Serious transmission Reference

Suspect Telecommunications Report

q) What does the FDIU stand for? ?

Figure 42 Question Bank

4.4 Knowledge Base

Advisor can see Question Bank, it is also stored and can be seen against training program, thematic area and other filter set.

The screenshot displays the UNODC Knowledge Base interface. On the left is a sidebar with navigation links: Dashboard, Training Management, Training Wizard, Essential Data, Create Question Bank, Knowledge Base (selected), Question Bank, Subprogram, and Project. The main content area is titled 'KNOWLEDGE BASE' and shows a breadcrumb trail 'You are here : / Dashboard / Knowledge Base'. Below the title, it specifies 'Terrorism Investigation Course (Trace evidence and its evidentiary value in the court of Law)'. A 'Trainings (43 trainings)' section lists two items: TR1 'Terrorism Investigation Course (Trace evidence and its evidentiary value in the court of Law)' and TR2 'Advance Investigation in Terrorism Cases (Investigation of heinous crimes) Week-1'. To the right, a 'Filter by' section includes a 'Show All' button and a list of filters: Presentations, Word, PDF, Html Links, Videos, Images, and Certificates. A table displays the results of the 'All' filter, showing items like 'my link', 'title certificate', 'title', and 'Training for primary Education' with their respective dates and download icons.

Filter by	All
Presentations	my link 03/09/2020
Word	title certificate 03/09/2020
PDF	title 03/09/2020
Html Links	Training for primary Education 03/09/2020
Videos	
Images	
Certificates	

Figure 43 Learning Material

4.5 Reports

Advisor can see different reports as mentioned in Admin's report section. Please see the admin report section.

5.0 Program Officer Dashboard

Program officer can login to its dashboard via user name and password. Once its login the following screen will be seen;

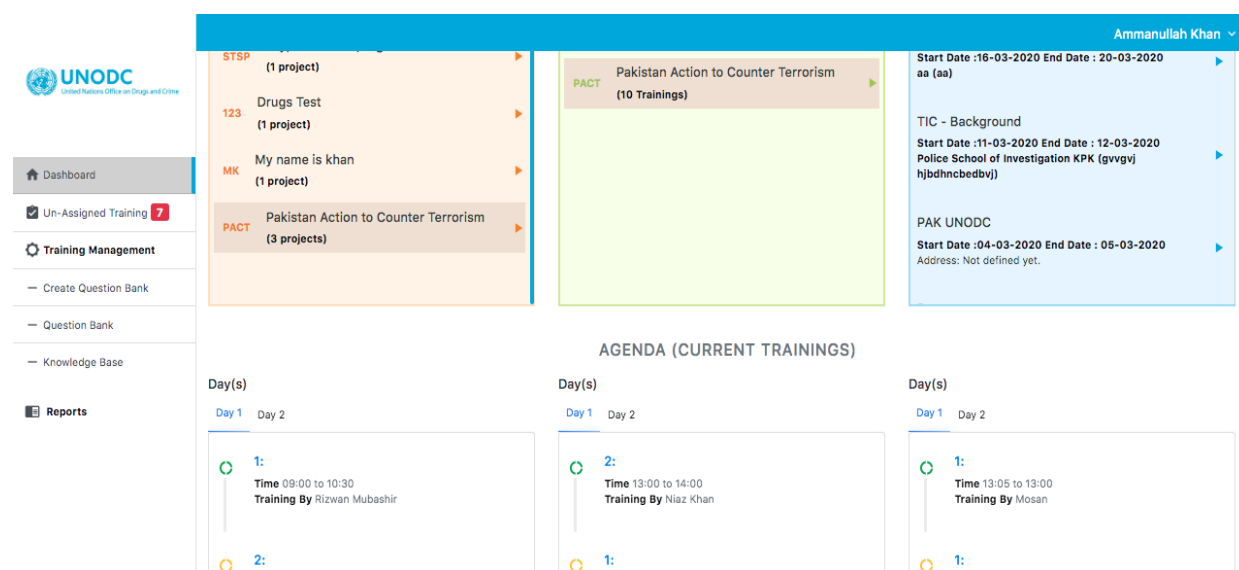


Figure 44 program Officer Dashboard

Steps

- User Login user and password
- Right side by clicking logout
- Program Officer can see the above screen and select the list of sub-program, Project and training list.
- Program Officer can select one or multiple training to see the progress and update the training inputs. These training are in progress and completed.
- Program officer can also see the training agenda of the current training in progress.

As seen in screen.

5.1 Un-assigned Training

- Advisor assigned training program are seen here. Further program officer can update and enter the input at the following steps;

Steps

- Click Un assigned training (see the following scree)

You are here : / [Conducted Training](#)

CONDUCTED TRAININGS

[Conducted Trainings Assigned by Advisor](#)

Sr#	Title	Assigned by	Created at	Start Date - End Date	Status	Action
1	New Training	Syed Arslan	04/11/2020	11-04-2020 - 14-04-2020	Pending	Proceed
2	Test For Issues	Syed Arslan	03/19/2020	20-03-2020 - 21-03-2020	Pending	Proceed
3	Train The Trainers -CFT	Syed Arslan	03/11/2020	16-03-2020 - 20-03-2020	Pending	Proceed
4	Training Test Of Drugs	Syed Arslan	03/04/2020	05-03-2020 - 12-03-2020	Pending	Proceed
5	PAK UNODC	Syed Arslan	02/28/2020	04-03-2020 - 05-03-2020	Pending	Proceed
6	Demo Trg	Syed Arslan	01/29/2020	15-01-2020 - 17-01-2020	Pending	Proceed

Figure 45 Conducted Trainings

TMIS User Manual

- Program officer can proceed one or multiple training, Program officer can see the next screen as;

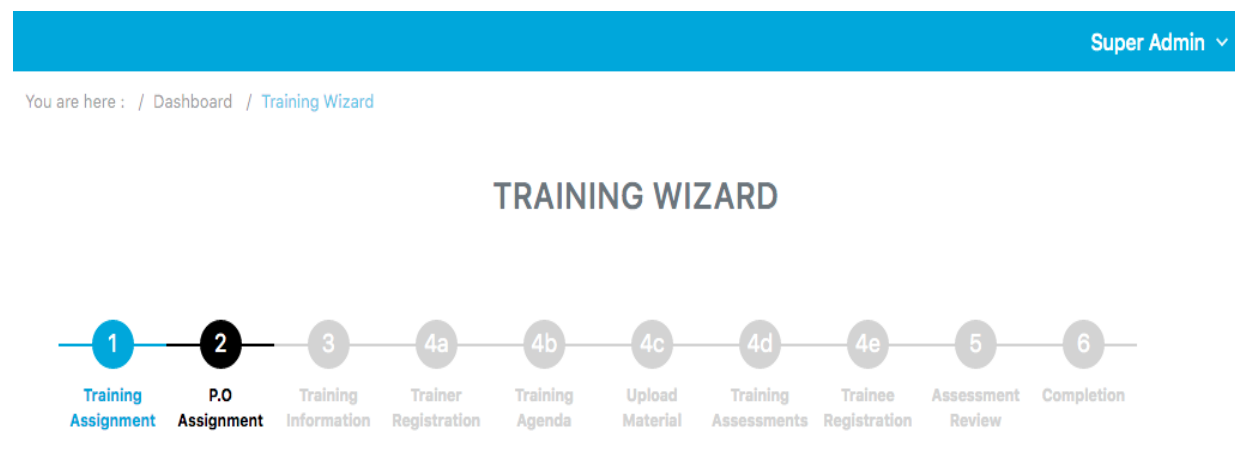


Figure 46 Steps

- Program officer can put the data from 3-to 6Steps. 1-step for M&E which were filled and visible to program officer. The same 2-step were for advisor which were filled and visible for program officer. If 1 and 2steps updated, a program officer can see the updated screen by just click 1 and 2.
- Now **Step-3** Put the following data as seen below “Save and Next” This step is mandatory for next step 4a;

The screenshot shows the 'Training Information' form. At the top, there is a progress bar with steps 1 through 6. Step 3, 'Training Information', is currently selected and highlighted. Below the progress bar, the form is divided into two columns. The left column contains fields for 'Training Title' (New Training), 'Project' (Project Validation needed Unique), 'Department' (Ministry of Interior), 'Date Range' (11-04-2020 to 14-04-2020), 'Location' (Why accepted Same Name , Khyber Pakhtunkhwa, Pakistan), 'Contact Number' (1234) 5678901, 'Address' (Address here), and 'Venue' (Address here). The right column contains fields for 'Sub Program' (stand alone projects), 'Doner Name' (Govt of Pakistan), 'Type' (Training), 'Days' (4), 'Contact Person' (Contact Umair), and 'Email' (my@gmail.com). At the bottom right, there are 'Cancel' and 'Save & Next' buttons.

Figure 47 Training Information

- **4a-Step.** In this step, it is divided into two. Quick trainer registration and Trainer detail registration. In this step a program office can register a new trainer as quick registration and also register in detail. All trainers can be seen and search by program officer. If the trainer already exists, it is selected by program officer for this specific training.

Quick Registration Screen: all start data are mandatory. Quick enter and see the list below. The Trainer can be edit and delete by program officer.



Sr#	Trainer Name	CNIC	Passport	Contact Number	Email	Password	Action
1	TestFriday	(46554) 5565454-6		(4654)-6545664	testfriday@gmail.com	123	 

Figure 48 Quick Registration

Trainer Registration Screen: select one or more trainer(s) from list. You can search a trainer. These are the trainer list which was already registered. Click Select or unselect for training then **go to Next Step**

1 2 3 4a 4b 4c 4d 4e 5 6

Training Assignment
P.O Assignment
Training Information
Trainer Registration
Training Agenda
Upload Material
Training Assessments
Trainee Registration
Assessment Review
Completion

Quick Trainer Registration
Registered Trainer

Sr#	Trainer Name	CNIC	Passport	Email	Address	Action
1	Tariq Iqbal	(17301) 1512970-3	Nil	tariqiqbal1974@gmail.com	--	Select for Training
2	Niaz Khan	(03009) 1779210-0	Nil	niaz103@yahoo.com	--	Select for Training
3	Allama Iqbal	(17101) 0317376-3		allamaiqbal570@gmail.com	--	Select for Training
4	Farooq Zaman	(16202) 0707292-5		faruqzaman02@gmail.com	--	Select for Training
5	Nawab Khan	(00000) 0000000-9		nawabk4u@gmail.com	--	Select for Training
6	Akhter Naseer	(17201) 2253742-3		akhternaseer4217@gmail.com	--	Select for Training
7	Bakht Munir	(17301) 4163363-9		bakht580@gmail.com	--	Select for Training
8	Rizwan Hameed	(17301) 1223703-2		rizwana.tufail333@gmail.com	--	Select for Training

Figure 49 Trainer List

4b. Step Add training agenda for the training. Program officer add agenda as day specified for the training and within a day multiple Session can be added and assign to only selected trainer. All input are mandatory. Agenda is important step. It will be shown in trainer, advisor, program officer and trainee. The agenda can be later editable. Once you create agenda Save and next step.

4c. **Upload Training material**. Program officer can upload the training material as;

1. Documents File
2. PDF
3. Video

Program office must select the file format and brows for upload. One or multiple training materials can be uploaded and seen at the list to edit and delete as shown in screen below;

TRAINING WIZARD

1 2 3 4a 4b 4c 4d 4e 5 6

Training Assignment P.O Assignment Training Information Trainer Registration Training Agenda Upload Material Training Assessments Trainee Registration Assessment Review Completion

Title *

File Type *

▼

Upload *

Browse

Save

Previous Step

Next Step

Title	Upload Type	File Type	Download	Uploaded By	Created At	Action
Title Here	Pre Training Form	PDF		Ammanullah Khan	05/31/2020	

Figure 50 Step 4d

4d. **Add Assessment:** Program office can add training assessment and feedback. The assessment question can be selected. Number of question is important. The following steps are for Pre-Post assessment;

1. Type Number of Question
2. Select Type of Question as Basic, Inter ...
3. Select Thematic Area
4. Select Previous Training if any
5. Then click filter/Search button

Now See the list of Question and Select and move the question to right side. Once the questions are completed, go to next Feedback

The Feedback same Steps and Go to Next 4e Trainee Registration

TRAINING WIZARD

1 2 3 4a 4b 4c 4d 4e 5 6

Training Assignment P.O Assignment Training Information Trainer Registration Training Agenda Upload Material Training Assessments Trainee Registration Assessment Review Completion

Previous Step
Next Step

Pre & Post
Trainer's Feedback
Trainee's Feedback

Add Assessment Questions

No. of question(s) *

Use Filter

Question Level Percentage

B : 0%
I : 0%
A : 0%

Thematic Area

Same spelling title Remove or
Skype Call Thematic Area

Repository
Selected

Figure 51 Wizard Step Next

- 4e Trainee Registration:** 4e-Step. In this step, it is divided into two. Quick trainee registration and Trainee detail registration. In this step a program office can register a new trainee as quick registration and also register in detail. All trainers can be seen and search by program officer. If the trainee already exist, it is selected by program officer for this specific training. The same procedure have been kept for trainee and trainer as shown below screen;

1 2 3 4e 4b 4c 4d 4d 5 6

Training Assignment P.O Assignment Training Information Trainer Registration Training Agenda Upload Material Training Assessments Trainee Registration Assessment Review Completion

Quick Trainee Registration
Registered Trainee

Trainee Registration

Trainee Name *

CNIC *

Contact *

Passport *

Email *

Password *

Gender *

☐ Male
☐ Female
☐ Other

Register
Previous Step
Next Step
↺

Sr#	Trainee Name	CNIC	Passport	Contact Number	Email	Password	Action

Figure 52 Wizard Next Step

During the training, a trainer also can add trainee but approval will be given by program officer. **Quick Registration Screen:** all start data are mandatory. Quick enter and see the list above. The Trainee can be edit and delete by program officer.

Sr#	Trainee Name	CNIC	Email	Password	Action
1	ABC	(22222) 2222233-3	abc@gmail.com	123	Select for Training
2	Abc	(37405) 9339393-5	abc@test.com	123	Select for Training
3	Abdul Hameed	(21312) 3233212-2	abdulhameedthaheem786@gmail.com	123	Select for Training
4	Abdul Sattar	(11111) 1111111-2	sattar@gmail.com	123	Select for Training
5	Ahsan	(45898) 7890980-8	trainee2@test.com	123	Select for Training
6	Akbar Shah	(15201) 0570869-1	15201-0570869-1@un.org	123	Select for Training
7	Akhtar Abbas	(46464) 6464646-4	0345-5238850@un.org	123	Select for Training

Figure 53 Registered List

Trainee Registration. select one or more trainee(s) from list. You can search a trainee. These are the trainee list which were already registered. Click Select or unselect for training then **go to Next Step -5**

5.Step Assessment Review. Program officer have the option to enable the 3 to 4 steps to trainer and trainee. Program officer as enable and disable at the following screen will select the visibility option. At last program officer can close the training as completed.

TRAINING WIZARD

1 2 3 4e 4b 4c 4d 4d 5 6

Training Assignment P.O Assignment Training Information Trainer Registration Training Agenda Upload Material Training Assessments Trainee Registration Assessment Review Completion

Training Assessment Execution

☐ PreAssesment
Enable

☐ PostAssesment
Enable

☐ Feedback
Enable

☐ Training
Close

[Previous Step](#)
[Save & Complete](#)
[C](#)

Sr#	Name	CNIC Number	Contact Number	Email	Pre	Post
1	ABC	123wq112232	(0333)-9999889	abc@gmail.com	X	X

Figure 54 Assessment Enable options

At the above 3-5 steps, your training program has been completed and on next-6 step the training successfully completed and see further reports of this training. This training progress is also visible to M&E, Advisor. Save and Complete the Training

TRAINING WIZARD

1 2 3 4e 4b 4c 4d 4d 5 6

Training Assignment P.O Assignment Training Information Trainer Registration Training Agenda Upload Material Training Assessments Trainee Registration Assessment Review Completion

Training Assessment Execution

☐ PreAssesment
Enable

☐ PostAssesment
Enable

☐ Feedback
Enable

☐ Training
Close

[Previous Step](#)
[Save & Complete](#)
[C](#)

Sr#	Name	CNIC Number	Contact Number	Email	Pre	Post
1	ABC	123wq112232	(0333)-9999889	abc@gmail.com	X	X

Figure 55 Enable Options

Save and complete the training;

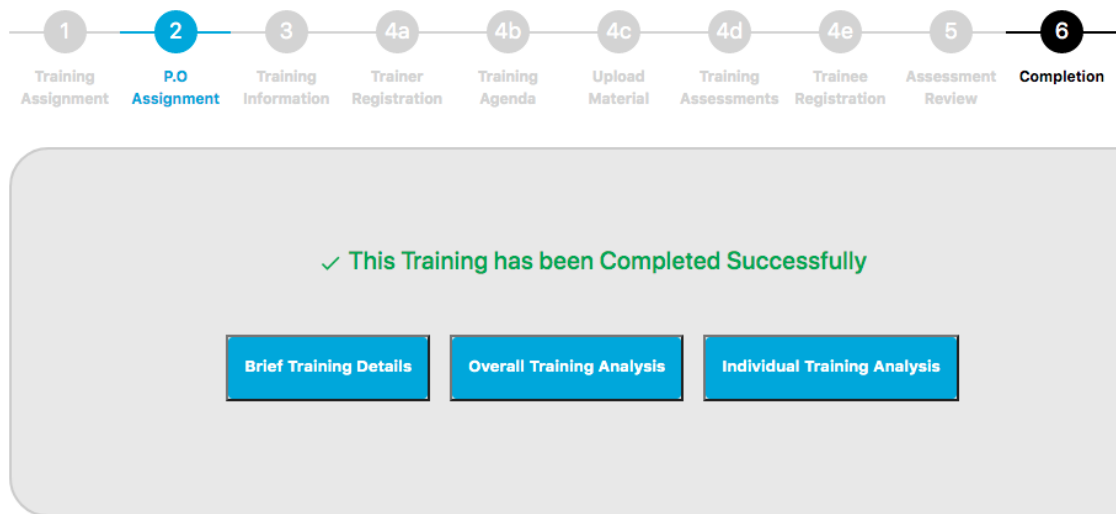


Figure 56 Completion Step

Other menu

Create Question, Question Bank Knowledge Base and Reports are the same procedure as mentioned in M&E Dashboard. Now move to next user Trainer Dashboard.

6.0 Trainer Dashboard

Trainer can login to its dashboard via user name and password. Once its login the following

The screenshot displays the UNODC Trainer Dashboard. The top right corner shows the user's name 'Tariq Iqbal'. The sidebar on the left contains navigation links: Home, Pending Actions (10), Create Question Bank, Knowledge Base, Profile Settings, and Reports. The main content area is divided into two sections. The left section, titled 'TRAINING (9 Trainings)', contains a search bar and two training entries: 'New Training' (11-04-2020 - 14-04-2020, Address here) and 'Mock Training' (30-04-2020 - 01-05-2020, Islamabad). The right section, titled 'SUB-PROGRAMME PROJECT', displays details for 'stand alone projects', including training and project start/end dates, program officer (Ammanullah Khan), and advisor (Syed Arslan). It also shows assessment and feedback status (PreAssesment: Enable, PostAssesment: Disable, Feedback: Disable). At the bottom, an 'Agenda Title' section shows a table for 'Day 1' to 'Day 4' with columns for Training Title, Assign Trainer, Session, Start Time, and End Time. The table shows 'New Training' assigned to 'Tariq Iqbal' for session 1, starting at 12:00 and ending at 12:00.

screen will be seen;

- Trainer can logout on right side
- Assigned Training list shown and search. By clicking training title can be seen training detail information. Trainer can see sub-program, project, and Program officer and advisor detail.
- The program enable assessment, Feedback can be seen and proceed for trainee as enable and disable by Program officer.
- The selected training title agenda also be seen day wise at detail. These are current training assigned to such trainer.

6.1 Pending Trainings

On Pending training Menu, A trainer can see and update its training information as;

- Trainer can see the pending training as schedule. The training can be search.

Figure 57 Dashboard for Trainer

- The training title and basic information start Date, end date and address are shown.
- On the right window, about the training information and action pending are shown. From such window, a trainer can upload further session wise training material, Enable the assessment for trainee.
- Also can be seen the training agenda as set by program officer. The following screen is given for detail

The screenshot displays the 'Pending Actions' section of the TMIS application. On the left, a sidebar contains navigation links: Home, Pending Actions (with a red badge showing '10'), Create Question Bank, Knowledge Base, Profile Settings, and Reports. The main area is titled 'PENDING ACTIONS' and indicates '10 Training's Needs Action From Your Side'. Below this, there's a search bar and a prompt to click on trainings for more information. Two training entries are listed: 'New Training' (Start Date: 11-04-2020, End Date: 14-04-2020, Address: Address here) and 'Mock Training' (Start Date: 30-04-2020, End Date: 01-05-2020, Address: Islamabad (Islamabad)). The right-hand panel provides details for a selected training, showing the Program Officer as Ammanullah Khan, the address, and the Person In-Charge as Contact Umair with a phone number. It also features status toggles for PreAssesment (checked/Enable), PostAssesment (unchecked/Enable), Feedback (unchecked/Disable), and Training (unchecked/Close). An 'Upload Material' button is located at the bottom right of this panel.

Figure 58 Pending Training for trainer

6.3 Uploading Training Material

Steps :

1. On Pending Action, See the training information window.
2. Click the Upload material
3. See the training wizard of program officer in detail
4. On left side, see and click the upload material
5. Upload the training material at provided list file format

Title *

File Type *

▼

Upload *

Browse

Save

Previous Step

Next Step




Title	Upload Type	File Type	Download	Uploaded By	Created At	Action
Title Here	Pre Training Form	PDF		Ammanullah Khan	05/31/2020	 

Figure 59 Uploading Material by trainer

Feedback

At the end of training, a trainer can give its feedback set by program officer. The pre define question ask from trainer and reported to M&E.

Quick Trainee registration

A trainer can add new trainee at the absence of program officer. A trainer can register a trainee, the basic information has been taken and forward to program officer for approval. The approval is mandatory. Once approved, then a trainee can login to its dashboard.

Steps

1. On Left side Menu, Click Quick Trainee Registration
2. The following information will be taken;
3. Save the information for Program officer approval.
4. A trainer can see the trainee detail list below

The screenshot displays the 'QUICK TRAINEE REGISTRATION' interface within the UNODC system. The interface features a blue header with the user's name 'Tariq Iqbal'. On the left, a sidebar contains navigation links: 'Training Detail', 'Upload Training Material', 'Feedback', and 'Quick Trainee Registration' (highlighted). The main content area is titled 'QUICK TRAINEE REGISTRATION' and includes a 'Training Information' section. Below this, there is a 'Title:' label and a form titled 'Information'. The form contains six input fields: 'Name *', 'CNIC Number *', 'Contact *', 'Passport *', 'Email *', and 'Employee Code (This will use as password) *'. Each field has a corresponding icon (person, ID card, phone, passport, envelope, and code icon). A 'Save' button is positioned at the bottom right of the form.

Figure 60 Trainee Registrations by Trainer

6.4 Create Question Bank

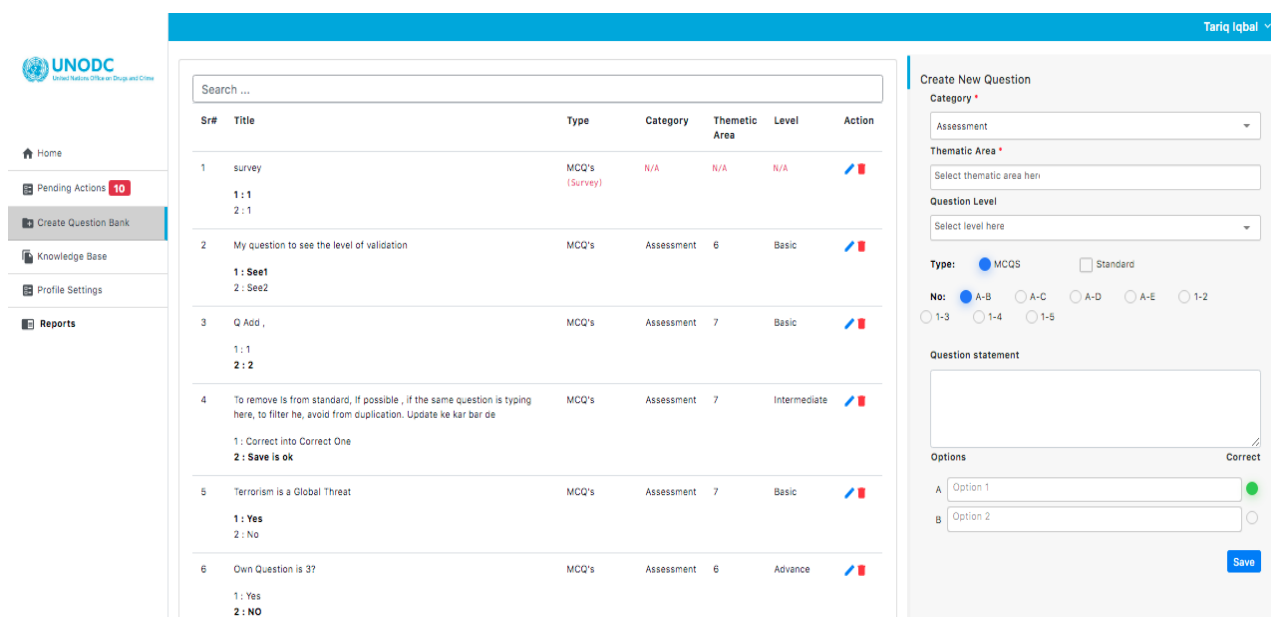
A Trainer can create bulk questions. These questions can be selected for Pre – Assessment, Post Assessment, and Standard Questions. In the question list, a user can search a specific question. This question can be altered if desired. These questions stored in bulk against the following categories;

16. Pre-Assessment
17. Post-Assessment
18. Standard Question
19. Thematic Area
20. Level of Question

How to Create a Question

21. On the right Menu, Select Create Question Bank
22. On the left side, Create A question
23. Select Assessment level
24. Select Thematic Area/Subject
25. Select Question Level (Hard, Moderate and Easy)
26. Selection option question type as standard or MSQ

27. Select Question options (A-B), (A-D) etc. Once you selected the option, you have to answers accordingly (A-B) or (A-D) etc.
28. Type your Question in Text Box
29. Type Answer(s) and Select Correct or Non Correct
30. Save the Question into question Bank.



The screenshot displays the 'Create New Question' interface in the TMIS system. On the left, a sidebar contains navigation links: Home, Pending Actions (10), Create Question Bank, Knowledge Base, Profile Settings, and Reports. The main content area features a table of existing questions and a form for creating a new question.

Sr#	Title	Type	Category	Thematic Area	Level	Action
1	survey 1: 1 2: 1	MCQ's (Survey)	N/A	N/A	N/A	
2	My question to see the level of validation 1: See1 2: See2	MCQ's	Assessment	6	Basic	
3	Q Add , 1: 1 2: 2	MCQ's	Assessment	7	Basic	
4	To remove is from standard, If possible , if the same question is typing here, to filter he, avoid from duplication. Update ke kar bar de 1: Correct into Correct One 2: Save is ok	MCQ's	Assessment	7	Intermediate	
5	Terrorism is a Global Threat 1: Yes 2: No	MCQ's	Assessment	7	Basic	
6	Own Question is 3? 1: Yes 2: NO	MCQ's	Assessment	6	Advance	

The 'Create New Question' form on the right includes the following fields:

- Category:** Assessment (dropdown)
- Thematic Area:** Select thematic area here (text input)
- Question Level:** Select level here (dropdown)
- Type:** MCQS (selected), Standard (checkbox)
- No:** A-B (selected), A-C, A-D, A-E, 1-2, 1-3, 1-4, 1-5 (radio buttons)
- Question statement:** Text input area
- Options:** A Option 1, B Option 2 (text inputs)
- Correct:** Radio button (selected)
- Save:** Button

Figure 61 Creat Questions

Knowledge Base

Actually knowledge base is the learning material. All learning material will be uploaded by Program officer, Trainer and admin (M&E). The upload options are multiple as Document, Presentation, PDF, website Reference, Audio and Video. A user can see training material categorically. Like Question Bank, it is also stored and can be seen against training program, thematic area and other filter set.

The screenshot displays the 'KNOWLEDGE BASE' section of the TMIS application. On the left, a sidebar contains navigation links: Dashboard, Training Management (with sub-links: Training Wizard, Essential Data, Create Question Bank, Knowledge Base, Question Bank, Subprogram, Project), and Knowledge Base. The main content area shows a list of trainings under the heading 'Trainings (43 trainings)'. Two trainings are highlighted: TR1 'Terrorism Investigation Course (Trace evidence and its evidentiary value in the court of Law)' and TR2 'Advance Investigation in Terrorism Cases (Investigation of heinous crimes) Week-1'. To the right, a 'Filter by' panel lists document types: Presentations, Word, PDF, Html Links, Videos, Images, and Certificates. Below this, a table lists documents with columns for document type, title, date, and a download icon.

Document Type	Title	Date	Action
my link	03/09/2020		
title certificate	03/09/2020		Download
title	03/09/2020		Download
Training for primary Education	03/09/2020		Download

Figure 62 See Learning material

QUESTION BANK

A Trainer can see the question bank. All Questions are archive and a user can search and filter by thematic area. On the right side, further filtration also made.

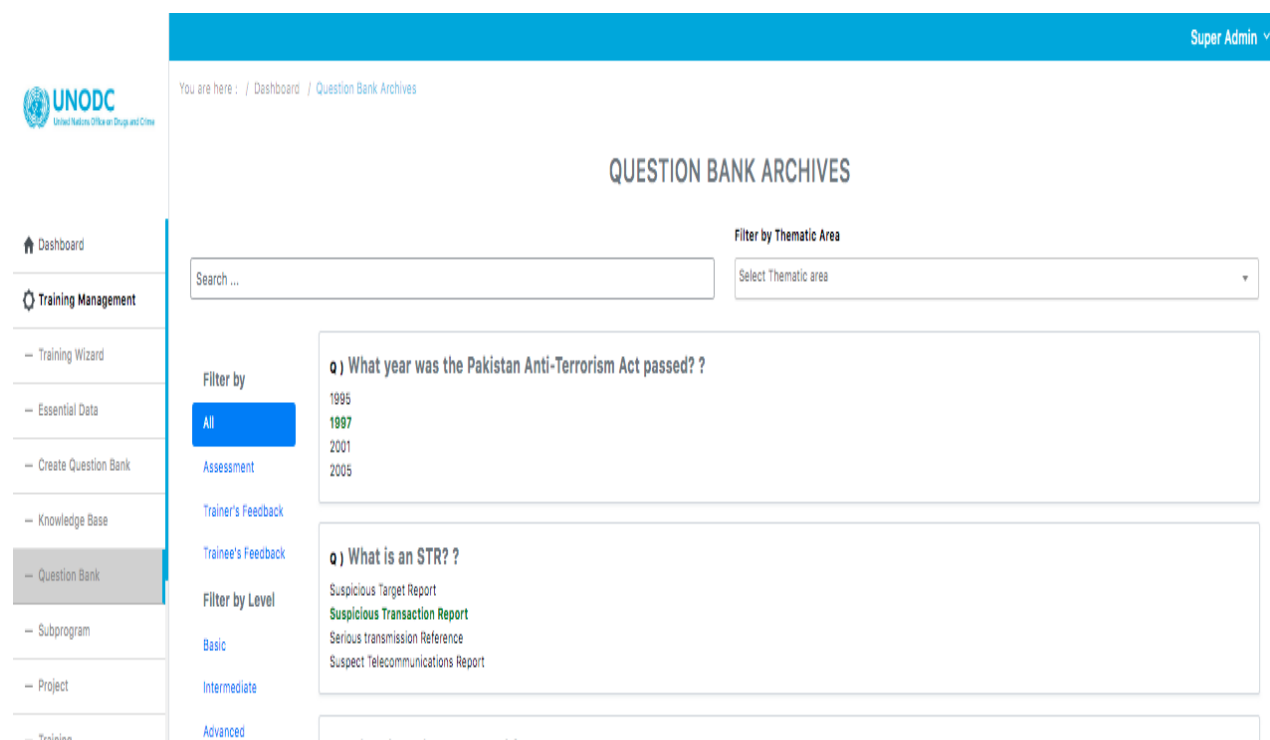


Figure 63 Question Bank

6.5 Profile setting

A trainer can set its profile. The detail form is given to put its information. The Five(4) Sub tabs namely Basic Information, Education Information, Employment Record, Training Information and upload attachment .

Basic Information

UNODC
United Nations Office on Drugs and Crime

You are here : / Dashboard / Profile Settings

Tariq Iqbal

TRAINER REGISTRATION FORM

Basic Information Education Information Employment Record Training Information Uploads

Basic Information

Full Name *
Tariq Iqbal

Passport *
Nil

CNIC Number *
(17301) 1512970-3

Gender *
☐ Male ☐ Female ☐ Rather not say

Select language * **Select read level *** **Select write level *** **Select Speak Level ***

Thematic Area / Outcome * **Add Skills ***

Mobile Number *
(0333) 9394123

Email *
amanullah.khan@un.org

District *
Rawalpindi, Islamabad, Pakistan

Address *

Figure 64 Trainer profile setting

You are here : / Dashboard / Profile Settings

TRAINER REGISTRATION FORM

Basic Information **Educational Information** Employment Record Training Information Uploads

Educational Information

Academic Qualification

Degree Name * **Degree Subject *** **University / Institute / School ***

Additional Certificates

Certificate Name * **Completion Year *** **University / Institute / School ***

Previous Next

Figure 65 Trainer profile-Next Step

2. Education Information

Employment record



odctmis

NextGCircle Education

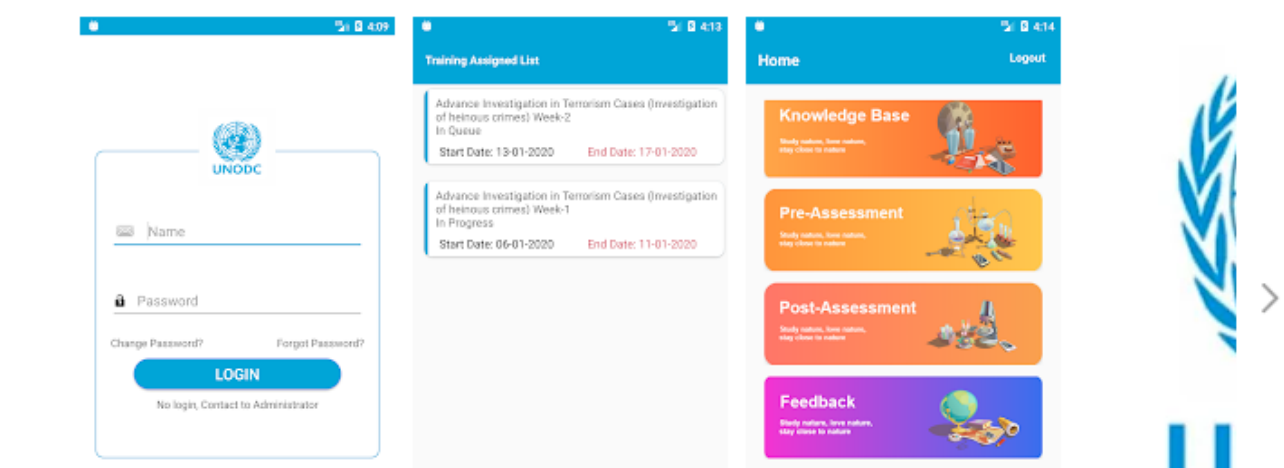
3+

This app is compatible with all of your devices.

Add to Wishlist

Install

Figure 66 Trainer Profile Setting Next



Training Information

TRAINER REGISTRATION FORM

Basic Information
Education Information
Employment Record
Training Information
Uploads

Conducted Trainings for UNODC

Training Name *	Date *	For Department *
<input type="text"/>	<input type="text"/>	<input type="text"/>

Conducted Trainings for Others

Training Name *	Date *	For Department *
<input type="text"/>	<input type="text"/>	<input type="text"/>

Previous
Next

Figure 67 Trainer profile

5. Upload and Submit

TRAINER REGISTRATION FORM

Basic Information
Education Information
Employment Record
Training Information
Uploads

Upload P-11 or CV
Browse

Previous
Submit

Figure 68 Trainer profile-Next

Once trainer upload the files as desired. The information goes to M&E, to record and update the profile. This information is keep for internal record.

7.0 Trainee Dashboard

Trainee can login to its dashboard via user name and password. Once its login the following screen will be seen

Abdul Hameed ▾

UNODC
United Nations Office on Drugs and Crime

- Home
- Add Reference
- Knowledge Base
- Profile Settings

You are here : / Dashboard

TRAININGS

You Have 8 Ongoing Training's

Search ...

Mock Training

▶

FEEDBACK PENDING

Dha Test

▶

PRE ASSESSMENT PENDING

Dha Test

▶

PRE ASSESSMENT PENDING

25

▶

PRE ASSESSMENT PENDING

Cirime Provention

▶

-Tk2hCRYv Mock Training

Start Date : 30-04-2020 End Date : 01-05-2020
Islamabad (Islamabad)

TODO	STATUS
01 Training Initiation	Completed
02 Pre Assessment	Completed
03 Post Assessment	Completed
04 Feedback	Pending

[View Training Material](#)

Figure 69 Trainee Dashboard

A trainee can see one or more training where he/she registered. A trainee only see its own training title and information. On the main page. Training list are given with basic information as Start Date, End Date, Venue, Trainer information, Training Status, and Training Agenda. These are shown for each training title. If a training have more than one training. A trainee can see the same information for each training title.

On the training Title, Assessment and feedback also connected. Trainer enables the Pre-Assessment Once it is completed then Post Assessment and Feedback. Once all completed the status changes as completed.

Pre-Assessment

Steps:

- Click Dashboard and see the training title
- On the training title see the Pre Assessment or Post-Assessment, if you cannot see say to your trainer to enable the assessment.
- Click The Pre-Assessment and see all assigned question

You are here : / [Dashboard](#)

TRAININGS

You Have 8 Ongoing Training's

Search ...

Mock Training ▶

FEEDBACK PENDING

Dha Test ▶

PRE ASSESSMENT PENDING

Dha Test ▶

PRE ASSESSMENT PENDING

25 ▶

PRE ASSESSMENT PENDING

Cirime Provention ▶

j-MrzVUIk Dha Test

Start Date : 04-05-2020 End Date : 05-05-2020

Dha Test (Dha Test)

TODO	STATUS
01 Training Initiation	Completed
02 Pre Assessment	Start Assessment
03 Post Assessment	Start Post Assessment
04 Feedback	Pending

[View Training Material](#)

Figure 70 Assessment

T001 Cirime Provention

18-03-2020 - 21-03-2020

Peshawar

Pre Assessment

Question 1 OF 8

1)Have you had training on Trace evidence and its evidentiary value in the court of Law?

Click on the right option below

☐ Yes

☐ No

Figure 71 Assessment Questions

- Answer the question by selecting correct or one answer and Go next and Submit the Assessment
- You will receive a message as successfully completed

- Your status will be changed for next assessment as Post assessment or Feedback.

The screenshot displays the 'TRAININGS' section of the TMIS application. On the left, a sidebar lists trainings: 'Mock Training' (with a blue arrow and 'FEEDBACK PENDING' status), 'Dha Test' (with a blue arrow and 'PRE ASSESSMENT PENDING' status), and 'Dha Test' (with a blue arrow and 'PRE ASSESSMENT PENDING' status). A search bar is at the top of the sidebar. On the right, a detailed view for 'Mock Training' is shown, including the start and end dates (30-04-2020 to 01-05-2020) and the location (Islamabad). Below this, a table shows the training progress:

TODO	STATUS
01 Training Initiation	Completed
02 Pre Assessment	Completed
03 Post Assessment	Completed
04 Feedback	Pending

Figure 72 Training Status

- You have to complete assessment portion then go to next.

8.0 Mobile Application

Android mobile application can be download from play store or will install by admin. The Mobile application can be operated friendly. Just login and see the home. This app is only useful for Trainee.

A trainee can download Anrorad application

How to Login?


Download the app or click the link and Install

<https://play.google.com/store/apps/details?id=com.ngc.unodc.release&hl=en>

Once Installed, Login to the following screen “User name and Password” will be provided by admin or program officer.

Figure 73 Application Download

UNODC

 Name

 Password

[Change Password?](#) [Forgot Password?](#)

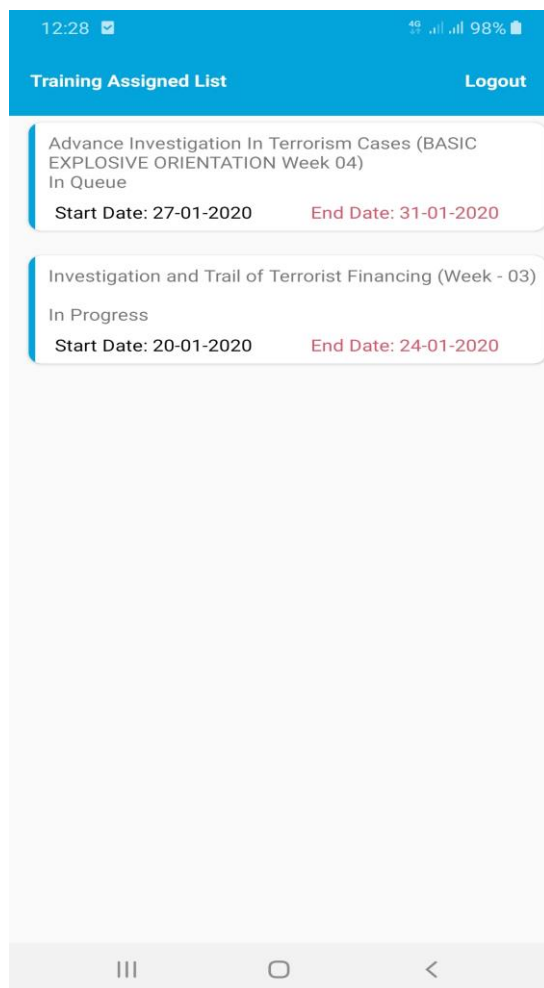
LOGIN

No login, Contact to Administrator

Figure 74 Application Log in

TMIS User Manual

Once you login to the app via user and password then next screen will be appeared like following.



On the screen, a trainee can see the training list as assigned to such user. Once a trainee select the training title. A trainee can see the status of the training, start and end date. Once expire go to completion list. A trainee can see the following screen;

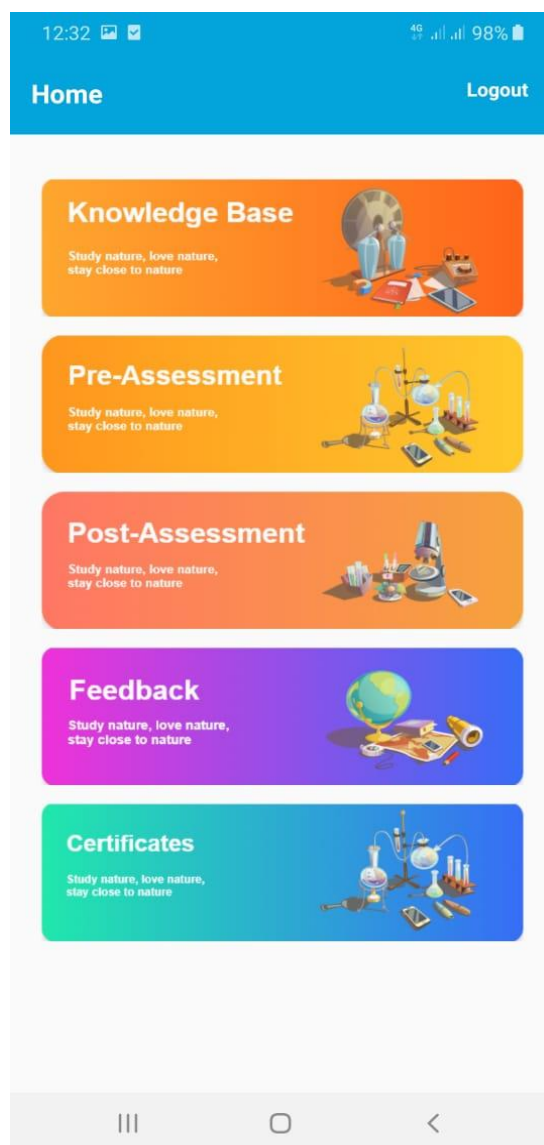


Figure 75
Application Home Page

2. Knowledge Base

Actually knowledge base is the learning material. All learning material will be uploaded by Program officer, Trainer and admin (M&E). The upload options are multiple as Document, Presentation, PDF, website Reference, Audio and Video. A user can see training material categorically. The training material can be seen and download the material as mentioned.



Figure 76 Learning Material

Pre-Assessment

- Click The Pre-Assessment and see all assigned question and submit the answer to the end and submit. A trainee can see the successful message.

Post-Assessment

- Click the Pro-Assessment and see all assigned question and submit the answer to the end and submit. A trainee can see the successful message.

Feedback

- Click the feedback and see all assigned question and submit the answer to the end and submit. A trainee can see the successful message.

Certificates & Images

A trainee can see the title training certificate and related gallery. When ever trainee login he/she can see the training information and gallery.



UNODC

United Nations Office on Drugs and Crime

TRAINING MANAGEMENT & INFORMATION SYSTEM

SUBMITTED BY
DR. NAVEED AHMAD