

## **User Guideline for participant:**

<b>To Login</b>	<b>2</b>
<b>To Sign up / Register</b>	<b>3</b>
<b>To Enroll in Self Paced Course</b>	<b>6</b>
<b>To Access Course Content</b>	<b>7</b>
<b>To Enroll in Instructor Based Course</b>	<b>9</b>

## 1. To Login

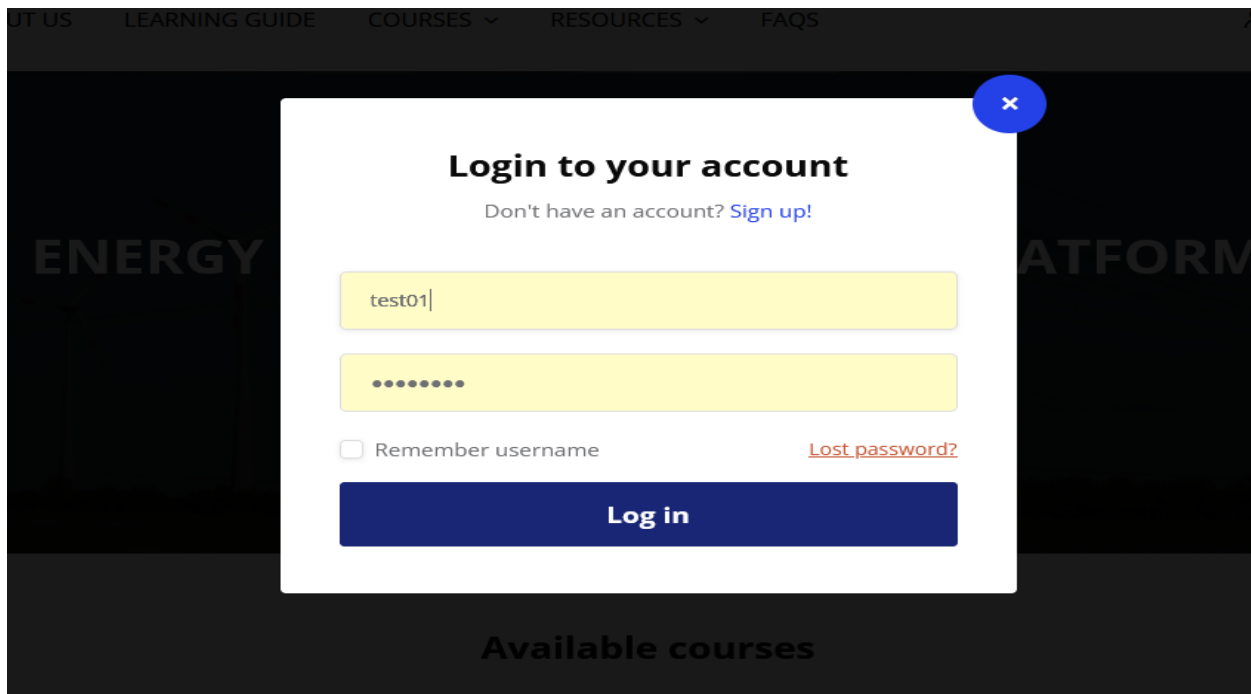
The steps to login are as follows:

1. Visit the site <https://ces-eelms.staging.yipl.com.np/>
2. Click Login/Register as shown in below figure;



### Available courses

3. Then give/input your username and password in the respective field and click Log in.



4. Now you are login to the site

## 2. To Sign up / Register

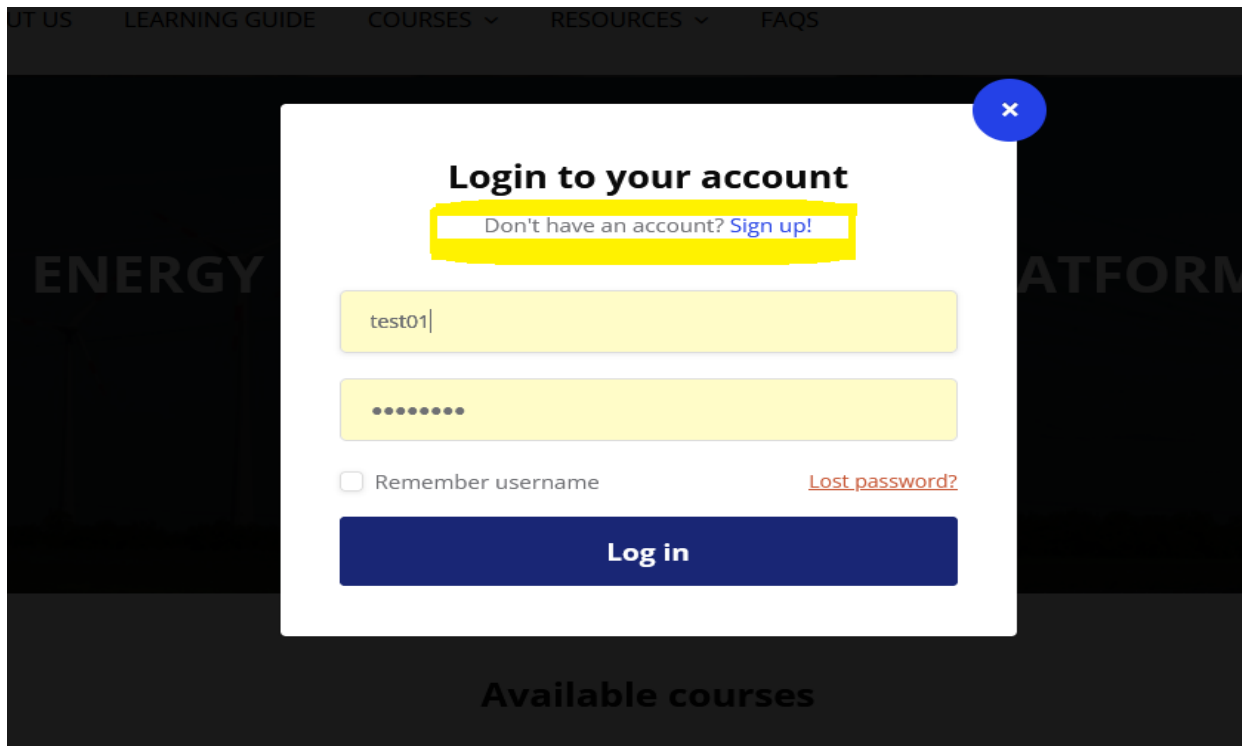
The steps to login are as follows:

1. Visit the site <https://ces-eelms.staging.yipl.com.np/>.
2. Click “Login/Register” as shown in below figure;



### Available courses

3. Then click “[sign up](#)” as shown below;



4. Then fill the sign up / register form and click “Create my new account”.

### New account

Have an account? [Login](#)

▼ Collapse all

▼ Choose your username and password

Username ⓘ

The password must have at least 8 characters

Password ⓘ

▼ More details

Email address ⓘ

Email (again) ⓘ

First name ⓘ

Surname ⓘ

▼ Other Information

Your Designation in Organization

Associated Organization ⓘ

Address

There are required fields in this form marked ⓘ .

5. Then click “Continue”.

An email should have been sent to your address at **santoshtm@yopmail.com**

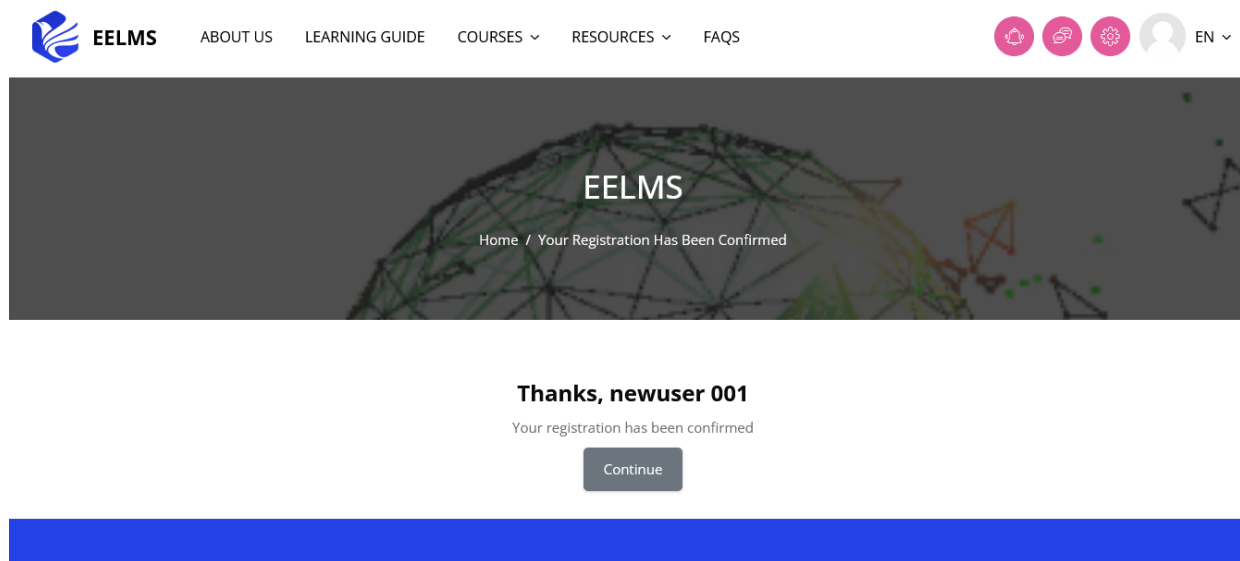
It contains easy instructions to complete your registration.

If you continue to have difficulty, contact the site administrator.

6. Then check email to confirm your account.



7. Open the link and click "continue":

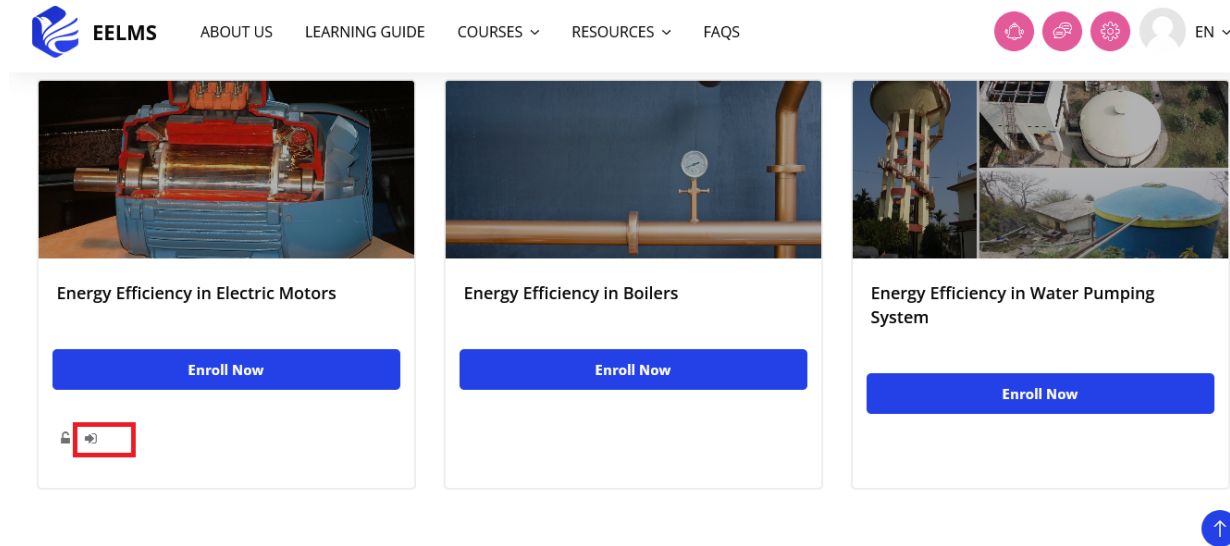


8. Finally the new account is created; Hence sign up/Register is successfully done.

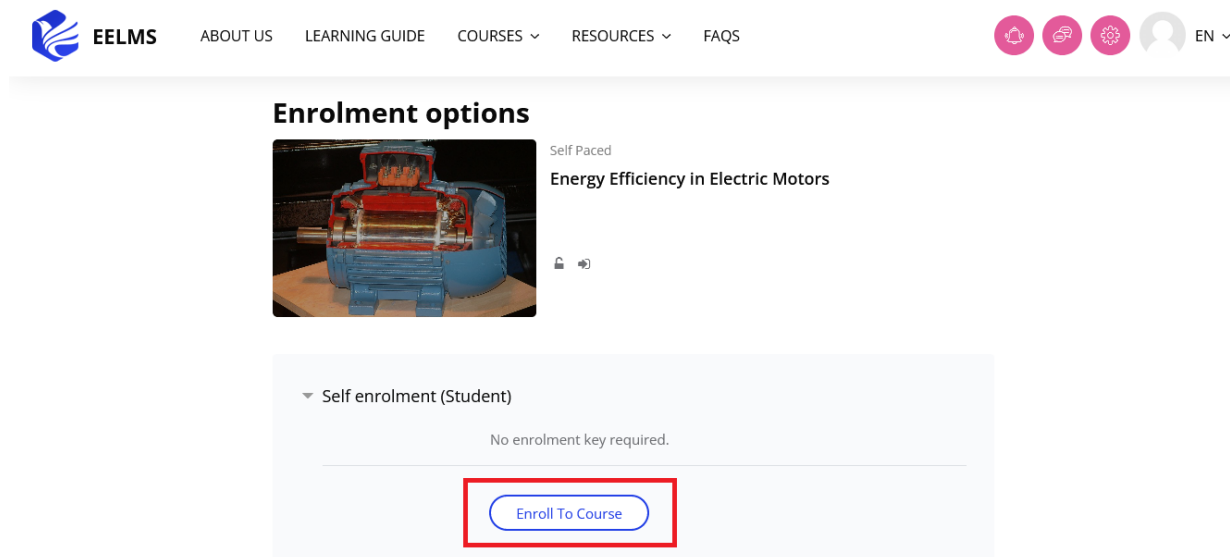
### 3. To Enroll in Self Paced Course

The steps to enroll are as follows:

1. First **login to site** (complete login) and select “Self Paced” course with self enrol icon as below;



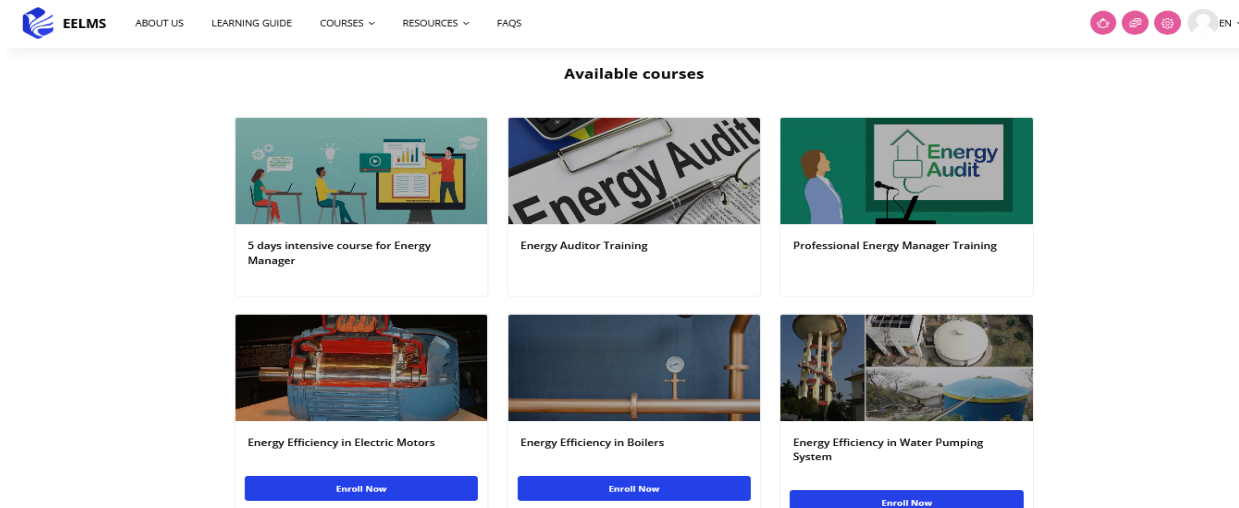
2. Click “Enrol Now”



3. Then click “Enroll To Course” to enroll in the course

## 4. To Access Course Content

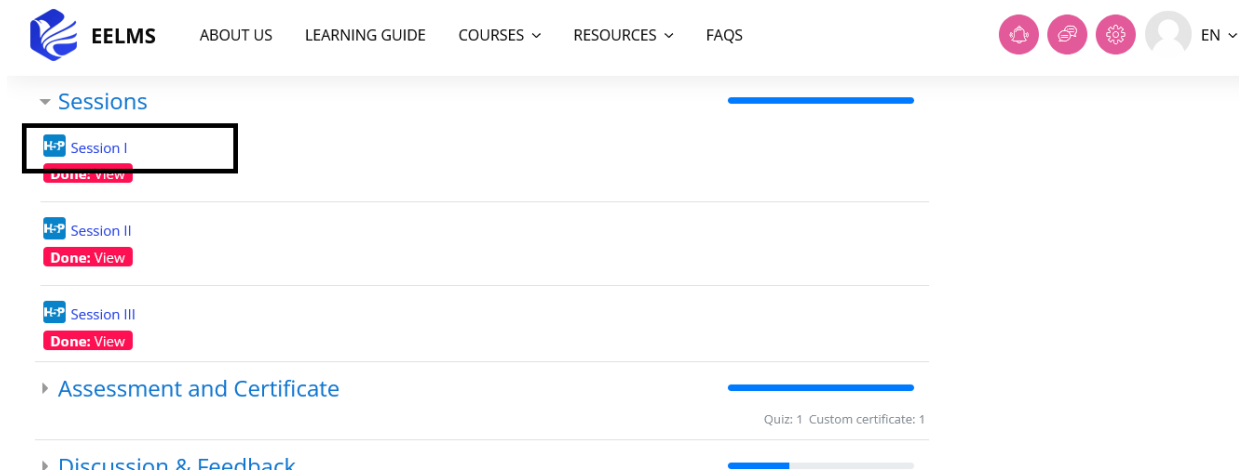
- a. To access course content, users must be **enrolled in the course first**.



**Available courses**

- 5 days intensive course for Energy Manager
- Energy Auditor Training
- Professional Energy Manager Training
- Energy Efficiency in Electric Motors
- Energy Efficiency in Boilers
- Energy Efficiency in Water Pumping System

- b. Then click the course to view.



**Sessions**

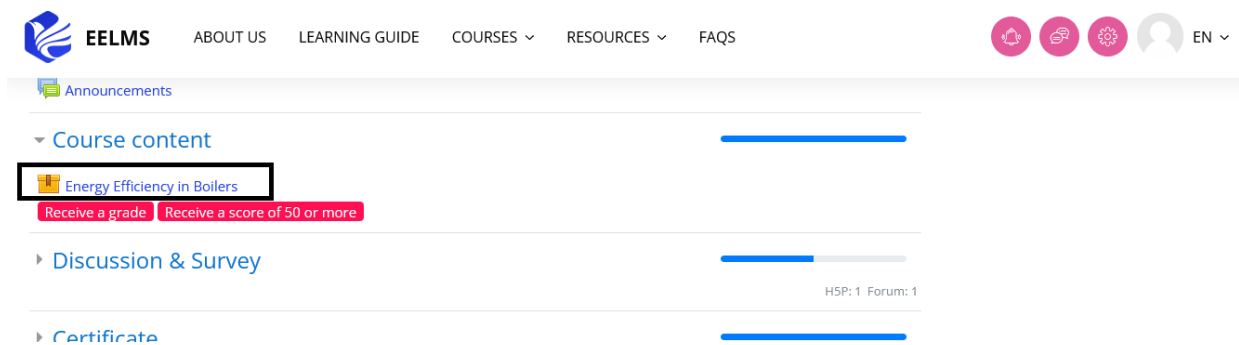
- Session I
- Session II
- Session III

**Assessment and Certificate**

Quiz: 1 Custom certificate: 1

**Discussion & Feedback**

OR



**Announcements**

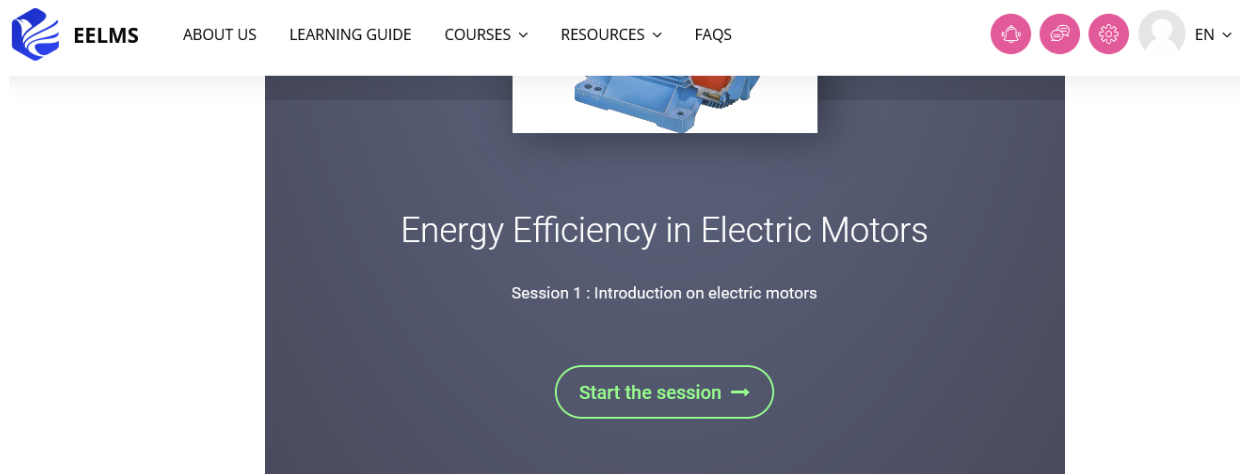
- Energy Efficiency in Boilers

**Course content**

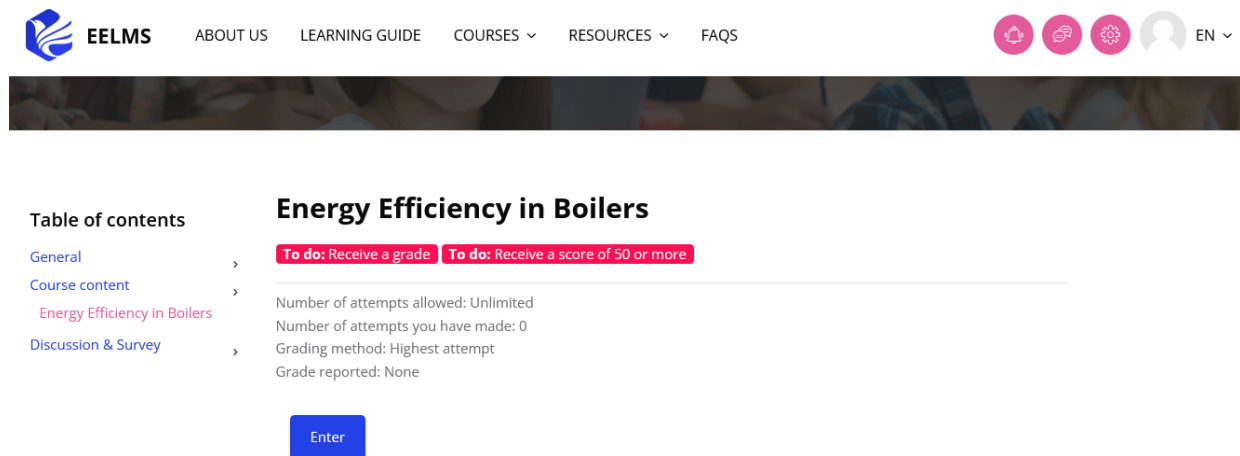
Discussion & Survey

**Certificate**

c. Click any one of the content to access:



OR



d. Hence, now users can access enrol courses and its content.



## 5. To Enroll in Instructor Based Course

The steps to enroll are as follows:

1. First **login to site** (complete login) and select “Instructor Based” course as below;

The screenshot shows the EELMS website header with the logo and navigation links: ABOUT US, LEARNING GUIDE, COURSES, RESOURCES, and FAQs. On the right, there are icons for home, chat, settings, and a user profile labeled 'EN'. Below the header, the section 'Available courses' displays three course cards. The first card, 'Intensive Crash Course for Energy Manager', features an illustration of people working at computers. The second card, 'Energy Audit Training for Engineer', is marked 'Instructor Based' and 'Preview Course' and shows a document titled 'Energy Audit'. The third card, 'Professional Training for Energy Manager', shows a person at a presentation screen with 'Energy Audit' text.

Course Title	Mode
Intensive Crash Course for Energy Manager	Standard
Energy Audit Training for Engineer	Instructor Based
Professional Training for Energy Manager	Standard

2. Select/Click the particular “Instructor Based” course then you can write a message to admin/instructor (which is optional) and Click “Enroll To Course”.

The screenshot shows the course details page for 'Energy Audit Training for Engineer'. The header is identical to the previous screenshot. The main content area is divided into two columns. The left column, titled 'About the course', contains a paragraph about energy efficiency, a description of the 21-day course structure, and a list of learning outcomes. The right column, titled 'Course Information', contains a table with course details.

**About the course**

To achieve energy efficiency in existing system is followed by the Energy Audit which required more practical in hand skill of using different audit equipment's and knowledge. On the other hand there is limited energy efficiency subjects were included in the academic courses. So to overcome it, hands on theoretical and practical exercise with live demonstration of energy efficiency activity will be very helpful to achieve the energy efficiency measures.

It will be 21 days course consist of 10 days intensive theoretical interaction, 6 days energy equipment's detail study, practice and physical use in field/lab, 3 days actual implement in the selected industries or infrastructure and 2 days data analysis and report generation followed by the final examination.

**What you can learn from this course:**

- ✓ The detail concept of energy efficiency, energy management and energy audit and its energy related issues
- ✓ Develop the ability for the performance evaluation, operation & maintenance of mechanical, electrical and thermal system
- ✓ Develop the skill to perform the energy audit

**Course Information**

Duration	21 days
Skill level	Beginner
Language	English
Assessments	Yes
Learning mode	Instructor Based



▼ Apply Enroll

Message

Enroll To Course



3. After Clicking “Enroll To Course”. You need to wait until the admin / instructor reviews and accepts your enrollment in order to access course content.



## Enrolment options



Instructor Based

Energy Audit Training for Engineer

Enrolment application successfully sent.



You will be informed by email when your enrolment has been confirmed.

