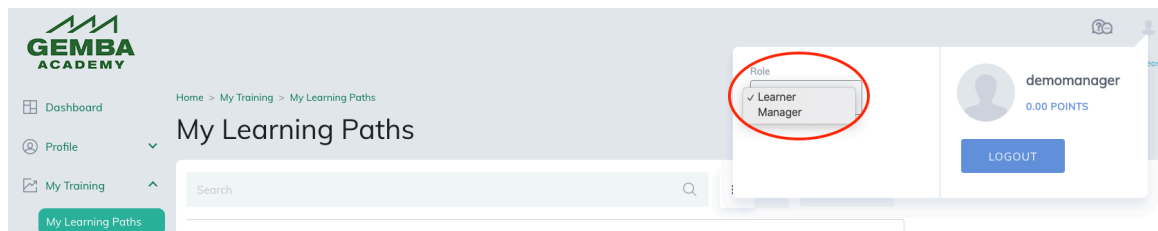


This Guide has the following sections:

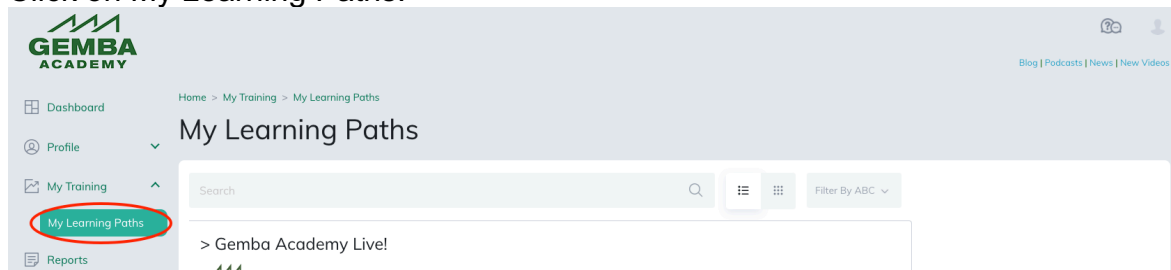
- **Learning Paths** – Access Learning
- **Profile** – Manage your profile
- **Reports** – Access your grades/completion certificate

Learning Paths – Access Learning

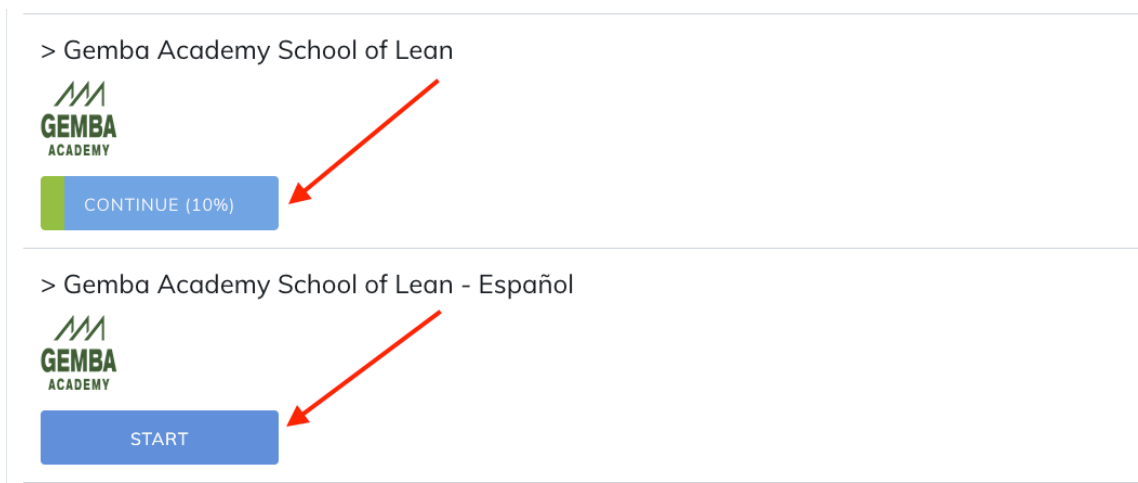
1. Go to <https://lms.gembaacademy.com> and log in. If you have multiple roles, such as Manager in addition to Learner, select the Learner role from the top right.



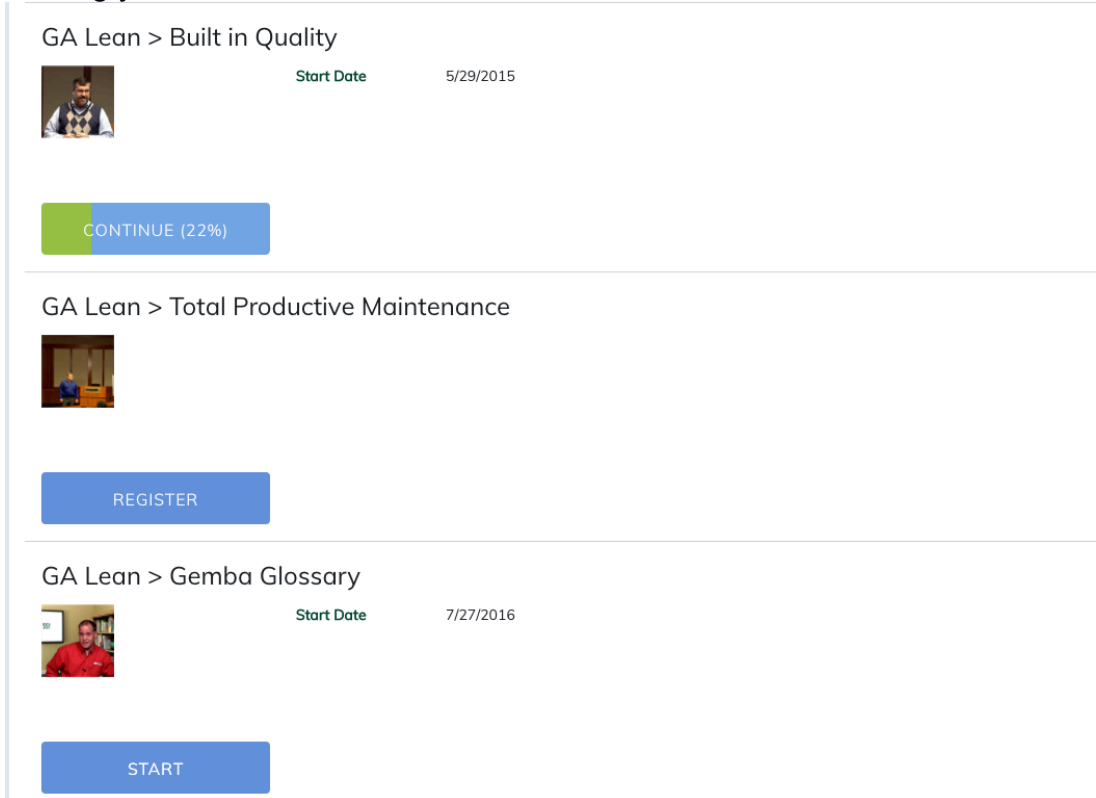
2. Click on My Training on the top horizontal menu (generally already the default).
3. Click on My Learning Paths.



4. Click Start or Continue next to one of your learning paths to view the training courses within.



- You will see a list of courses in that Learning Path.
- Click on the Register if you have not registered or a course yet, Start if you have registered, but not started, and Continue if you need to continue the training you started.



GA Lean > Built in Quality

Start Date 5/29/2015

CONTINUE (22%)

GA Lean > Total Productive Maintenance

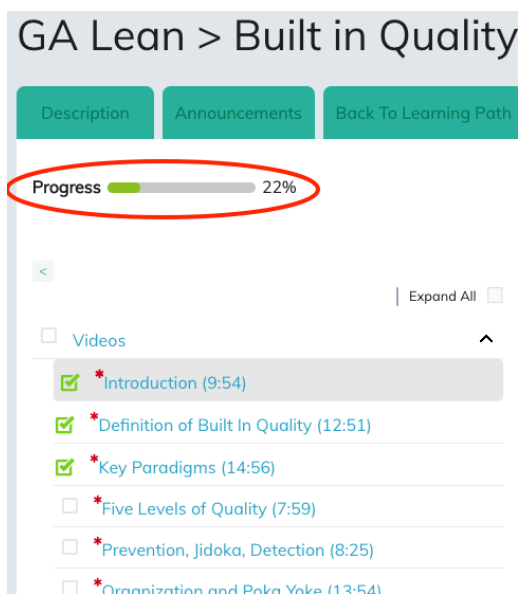
REGISTER

GA Lean > Gemba Glossary

Start Date 7/27/2016


START

- The course page also shows the progress bar. Content required to complete the course is marked with a red asterisk.



GA Lean > Built in Quality

Description Announcements Back To Learning Path

Progress  22%

< | Expand All

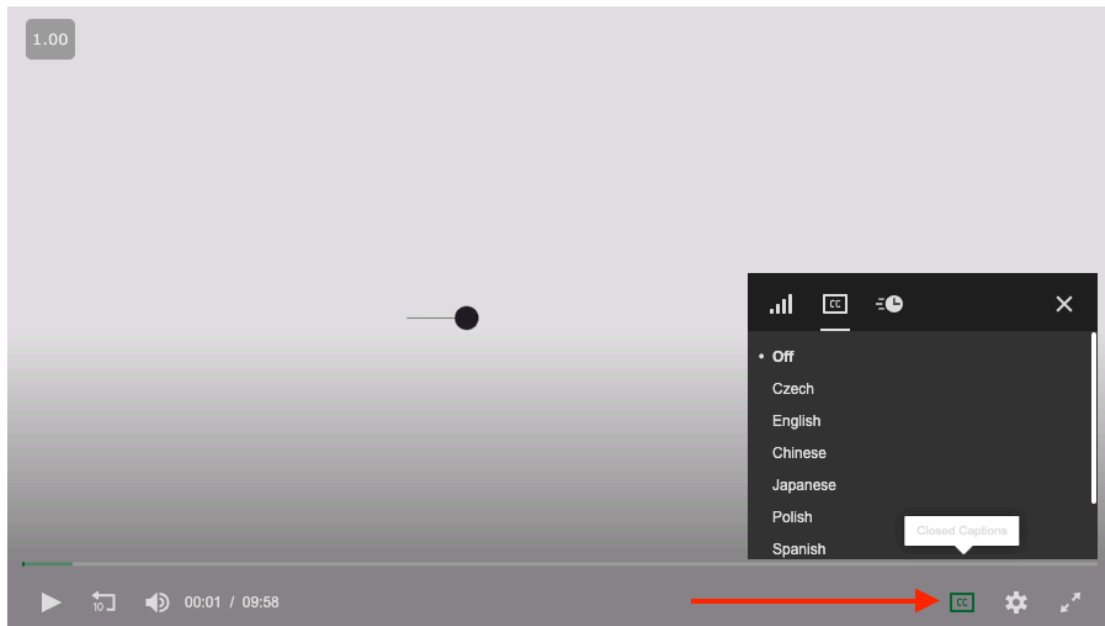
Videos ^

- * Introduction (9:54)
- * Definition of Built In Quality (12:51)
- * Key Paradigms (14:56)
- * Five Levels of Quality (7:59)
- * Prevention, Jidoka, Detection (8:25)
- * Organization and Poka Yoke (13:54)

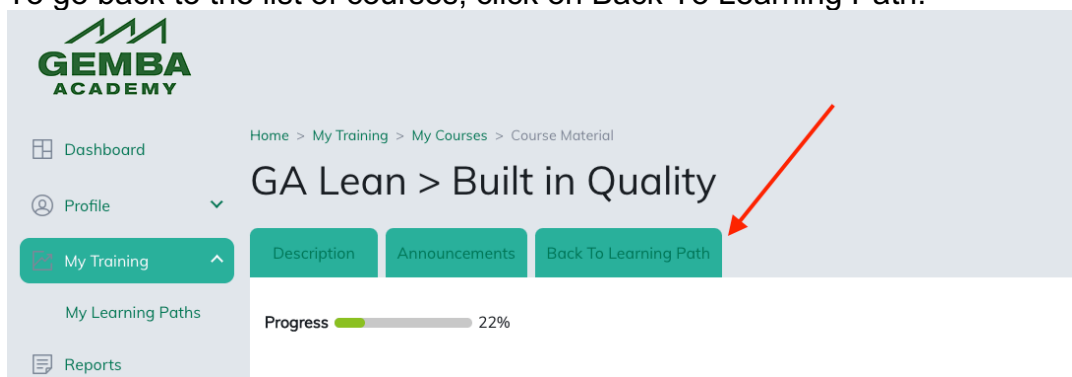
8. To watch a video, select it from the left menu. You can select from available language captions with the [CC] icon, select resolution with the [HD] icon, change the volume or go full screen via those icons on the toolbar.

Introduction (9:54)

Chris Schrandt introduces himself and explains his background as a Toyota and GM Quality Manager. Chris also introduces the 4 different sections of the workshop.

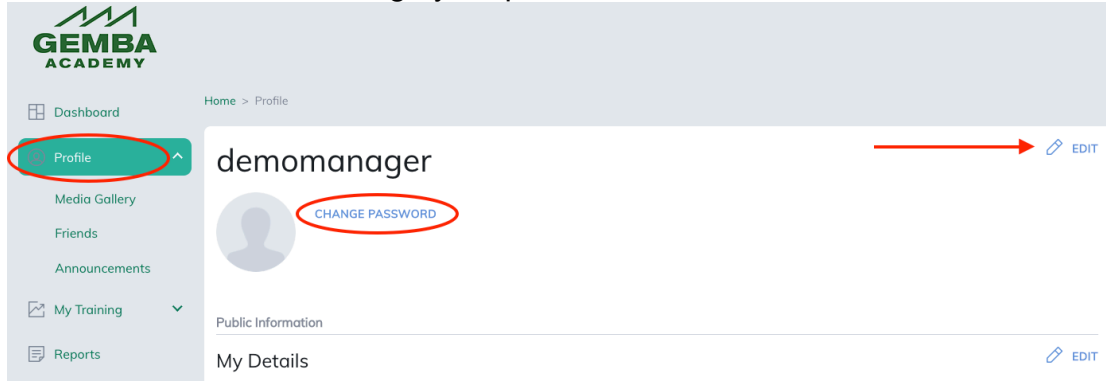


9. To go back to the list of courses, click on Back To Learning Path.



Profile

1. To manage your Profile click on the Profile button. Click Edit to edit each section. You can also change your password here.



Reports

1. Click on Reports button to view your progress through the training. Many courses have completion certificates to download.

