e-Learning Bulletin-003-2020
April 14, 2020

To further assist in the guidelines and usage of the e-Learning on Career Enhancement Program, please be advised of the following:

Registration/Nomination

To further improve the process on eLearning utilization, the submission of Registration/Nomination Form by RCs is **no longer required** starting today.

The registration, however, will be included in the course modules in the form of a survey to be done by individual participants. Please ensure that participants answer this part as a requirement for course completion.

New Courses

Please be advised of the new courses that were launched on April 13, 2020. All RCs (Head Offices and PMOs) may share the courses to target participants by forwarding the links provided.

Code	Course Title	URL
M5	Road Safety and Defensive Driving 101-Part 1	https://ppa-training-institute-6.thinkific.com/courses/m5-driving-101
M29	Personality Development-Part 2	https://ppa-training-institute-6.thinkific.com/courses/m29-personality-dev-p2
M30	Emotional Intelligence	https://ppa-training-institute-6.thinkific.com/courses/m30-emotional-intelligence

New enrollee accounts are required for platforms 2, 3, 4, 5 and 6.

e.g.   *"https://ppa-training-institute-**2**.thinkific.com/courses/"*
*"https://ppa-training-institute-**6**.thinkific.com/courses/"*

Course participants may follow this instructional guide to create an enrollee account: https://forms.gle/83D7AYSasafebAus8

Please be advised that all courses will remain accessible for the duration of the Enhanced Community Quarantine (ECQ).

ALL COURSES
List of all courses released as of April 13, 2020

Code	Course Title	URL
M2	Work Attitude & Values Enhancement Program-Part 1	https://ppa-training-institute.thinkific.com/courses/m2-wave
M4	Quality Customer Relations 101	https://ppa-training-institute.thinkific.com/courses/m4-quality-customer-relations
M12	Gender and Sensitivity Training	https://ppa-training-institute-2.thinkific.com/courses/m12-gst
M3	5S of Good House Keeping	https://ppa-training-institute-2.thinkific.com/courses/m3-5s
M14	Effective Communication	https://ppa-training-institute-2.thinkific.com/courses/m14-effective-comm
M15	Personality Development	https://ppa-training-institute-3.thinkific.com/courses/m15-personality-dev
M16	Work Attitude & Values Enhancement Program-Part 2	https://ppa-training-institute-3.thinkific.com/courses/m16-wave-p2
M6	Ports 101	https://ppa-training-institute-3.thinkific.com/courses/m6-ports-101
M7	Government Procurement 101	https://ppa-training-institute-4.thinkific.com/courses/m7-government-procurement
M13	Computer Operations 101	https://ppa-training-institute-4.thinkific.com/courses/m13-computer-operations
M11	Port Security 101	https://ppa-training-institute-4.thinkific.com/courses/m11-port-security
M17	Dangerous Goods 101	https://ppa-training-institute-5.thinkific.com/courses/m17-dangerous-goods
M19	Health and Safety in the Workplace	https://ppa-training-institute-5.thinkific.com/courses/m19-health-safety
M20	Stress Management for Trades and Crafts	https://ppa-training-institute-5.thinkific.com/courses/m20-stress-management
M5	Road Safety and Defensive Driving 101-Part 1	https://ppa-training-institute-6.thinkific.com/courses/m5-driving-101
M29	Personality Development-Part 2	https://ppa-training-institute-6.thinkific.com/courses/m29-personality-dev-p2
M30	Emotional Intelligence	https://ppa-training-institute-6.thinkific.com/courses/m30-emotional-intelligence

Certificate of Training

Participants who completed the e-Learning course modules will be issued corresponding certificate of training (COTs) after the ECQ. Procedures for COT issuance will be as follows:

For regular employees – to be issued by PPATI
For outsourced personnel – to be issued by the respective RC Heads

Requirements to complete a course module:

1. Completed Pre-Test
2. Read through the entire course contents
3. Completed Post-Test (with 80% passing mark)
   participants are allowed multiple re-takes until they reach the required passing mark

Support

For any questions, concerns, and/or comments please email
ppatielearning@gmail.com.