

Getting Started

To access the Paulson InSite360 training, go to <http://paulsontraining.mzinga.com> to begin your training. You will be asked for your username and password. The Home Page is displayed immediately upon logging into the interface. If you are designated as a Manager or as an Administrator, you can select these Roles from a dropdown list on the Home Page.

Logging in

Type your Username and Password.

PLEASE SIGN IN

Username

Password

7.0.6.315.2.7.100.44

InSite360
Paulson Training Programs, Inc.

Navigation Bar

The Navigation Bar provides convenient access to different functional work areas (called Tabs or Menus) throughout the interface.

InSite360
Paulson Training Programs, Inc.

All Delivery Methods More Search Options >>

Test Test Role: Learner

Date	Name	Delivery Method	Status	Action
	Hot Runner - Lesson 1: Components and Operation of a Hot Runner Manifold	Self Paced	In Progress	Launch
Mar 25, 2009	Hot Runner Molding Solutions	Program	In Progress	
Mar 25, 2009	Practical Injection Molding - Expert	Program	In Progress	
	Problems and Solutions - Pre-Assessment Test	Self Paced	Registered	Launch

Learner / Manager Reports

- Team Program Monitor
- Learner's History
- Team Learning Delivery
- Team Learning Summary
- Learner's Upcoming Activity
- Learner's History (Manager)
- Learner's Upcoming Activity (Manager)
- Team Program Summary

Learning Activities - displays Current and Completed learning information.

My Home Page - returns to your Home Page

My Quick Links - displays a Quick Links Menu

Reports - displays Learning History and Upcoming Learning Activity reports.

Role: **Admin**

- Learner
- Mentor

Roles - allows you to change your Role (Learner or Manager) eliminating the need to open a separate browser window to perform different functions.

Email Administrator - allows you to send an email to Paulson

Logout - allows you to log out of the system.

Home Page

The Home Page is a multi-purpose portal, designed to serve the Learner's most important needs. It can contain a My Quick Links section, Announcements, a Learner/Mentor Reporting area, and the Learner's To Do List.

The screenshot shows the InSite360 Home Page. At the top, there is a navigation bar with the InSite360 logo, a search bar, and a role selector set to 'Learner'. Below the navigation bar is a sidebar with 'Learning Activities' (Events Calendar, Programs, My Current Learning, My Completed Learning), 'My Home Page', 'My Quick Links', and 'Reports'. The main content area is divided into three sections: 'To Do List', 'Announcements', and 'Learner / Manager Reports'. The 'To Do List' section contains a table with columns for Date, Name, Delivery Method, Status, and Action. The 'Announcements' section features a title 'Paulson Introduces New Online Platform' and a 'School of Molding' section listing upcoming classes. The 'Learner / Manager Reports' section lists various reports like 'Team Program Monitor' and 'Learner's History'. A 'My Quick Links' section at the bottom right provides shortcuts to 'Program Transcript', 'Direct Report Listing', 'Events Calendar', and 'Completed Courses/Events'.

Date	Name	Delivery Method	Status	Action
Mar 25, 2009	Hot Runner - Lesson 1:Components and Operation of a Hot Runner Manifold	Self Paced	In Progress	Launch
Mar 25, 2009	Hot Runner Molding Solutions	Program	In Progress	
Mar 25, 2009	Practical Injection Molding - Expert	Program	In Progress	
	Problems and Solutions - Pre-Assessment Test	Self Paced	Registered	Launch

Announcements

Paulson Introduces New Online Platform
Paulson is rolling out it's new online platform for its Insite360 courses. It's still the same great courseware, just a new look!

School of Molding
Upcoming School of Molding classes

- Promolder 1 - April 28-30 - Chicago, IL
- Promolder 2 - May 11-15 - Big Rapids, MI
- Promolder 1 - June 16-18 - Minneapolis, MN
- Promolder 1 - July 21-23 - Charlotte, NC
- Promolder 1 - August 11-13 - Dallas TX
- Promolder 2 - August 24-28 - Big Rapids, MI
- Promolder 1 - September 9-11 - Cleveland, OH
- Promolder 3 - September 14-25 - Pittsfield, MA
- Promolder 2 - October 5-9 - Southern US

Learner / Manager Reports

- [Team Program Monitor](#)
- [Learner's History](#)
- [Team Learning Delivery](#)
- [Team Learning Summary](#)
- [Learner's Upcoming Activity](#)
- [Learner's History \(Manager\)](#)
- [Learner's Upcoming Activity \(Manager\)](#)
- [Team Program Summary](#)

My Quick Links

- [Program Transcript](#)
- [Direct Report Listing](#)
- [Events Calendar](#)
- [Completed Courses/Events](#)

To Do List

The To Do List displays all lessons that are assigned to a student. It can also be sorted by clicking on any one of the field names that are presented in the List. Any **individual lessons** that a student is signed up for can be launched directly from this screen by clicking on [Launch](#). In order to take a lesson within a **course**, a student must first click on the course name which will take them to a secondary screen (see below).

Date	Name	Delivery Method	Status	Action
Mar 30, 2009	Basic Injection Molding Machine Operations-Mandarin - Part 1	Self Paced	In Progress	Launch
	Basic Machine Operations - Mandarin	Program	In Progress	
	PIM Basic - Lesson 1:Inside the Molding Machine	Self Paced	In Progress	Launch
	PIM Basic - Lesson 2:Inside the Mold	Self Paced	In Progress	Launch
	PIM Basic - Lesson 4:Machine Operating Controls - Part 1	Self Paced	In Progress	Launch
	PIM Basic - Lesson 5:Machine Operating Controls - Part 2	Self Paced	In Progress	Launch
Apr 1, 2009	Practical Injection Molding - Basic	Program	In Progress	
Apr 6, 2009	Practical Injection Molding - Expert	Program	In Progress	
Apr 6, 2009	Practice Injection Molding - Optimizing	Program	In Progress	

Course - click on course name to see lessons within this course. (see below)

Individual Lesson - can be launched directly from this screen.

Courses - Taking Lessons Within a Course

Click on the lesson at the bottom you would like to take.

Note: Lessons are set up so that they have to be taken in order. For example, in order to take lesson 2, lesson 1 must first be complete.

The screenshot shows the InSite360 interface for a course titled "Practical Injection Molding - Expert". The page includes a navigation sidebar on the left with options like "Events Calendar", "Programs", "My Current Learning", and "My Completed Learning". The main content area is titled "Program Information" and contains a "Return" button, a description of the course, and a list of lessons. The lessons are listed in a tree view under "Complete All within this program 'Practical Injection Molding - Expert'". The lessons are: "PIM Expert Series - Pre-Assessment Test" (Completed), "PIM Expert Series - Lesson 1: Inside the Injection Molded Part" (Completed), "PIM Expert Series - Lesson 2: Plastic Flow: Understanding How Flow Affects the Molding Process", "PIM Expert Series - Lesson 3: The Effects of Temp., Pressure, Flow and Cooling on the Molded Part", "PIM Expert Series - Lesson 4: The Requirements to Control Molded Part Quality", and "PIM Expert Series - Lesson 5: The Expert Use of Molding Machine Controls". A blue arrow points to the "PIM Expert Series - Lesson 2" entry.

Click on a lesson

Launching a Lesson

The screenshot shows the InSite360 interface for a course titled "Hot Runner - Lesson 1: Components and Operation of a Hot Runner Manifold". The page includes a navigation sidebar on the left with options like "Events Calendar", "Programs", "My Current Learning", and "My Completed Learning". The main content area is titled "Course Information" and contains a "View course map", "Launch", and "Return" button. Below the buttons is a description of the lesson, its delivery method (Self Paced), language (eLearning), length (60 Minute), and audience. A "Prerequisites" section indicates that all prerequisites are met. A "Show All Prerequisites" button is visible. Below the prerequisites, a tree view shows "Complete All under this group 'Hot Runner - Lesson 1: Components and Operation of a Hot Runner Manifold'" with a sub-item "Hot Runner - Pre-Assessment Test" (Completed). At the bottom, there are "View course map", "Launch", and "Return" buttons. A blue arrow points to the "Launch" button.

Click Launch