



Getting started Guide

1. Logging in	pg. 1
2. Navigation	pg. 2
3. Email notifications	pg. 8
4. Support	pg. 9

1. Logging in

To access the Proteus Online Learning system simply visit www.proteusenterprises.com.au/online-learning and enter your username and password in the login section.

This takes you into your online learning homepage. Your course displays in the middle of the page and shows you who your Course Coach will be.



2. Navigation

Your Course will look a bit like the screenshot below. There are 9 Modules to complete, but to get started attempt the Welcome Section. Put aside half an hour to complete this all in one sitting.

The screenshot shows the course homepage for "Impact Leadership / Diploma of Management 2012". The breadcrumb trail is "Home > Courses > Miscellaneous > ILDOM2012". The page title is "Course Homepage" and it shows "Your progress" with a progress bar. The main content area features a "Welcome And Getting Started" section with a "WELCOME" mat. Below this are six module cards: "Communicating With Confidence" (Module One), "Improving Interpersonal Skills" (Module Two), "Leading A Positive Workplace Culture And Managing Change" (Module Three), "Managing Poor Staff Performance And Behaviour", "Managing Recruitment, Selection And Induction", and "Positive Performance Development".



3. Email notifications

Once an assessment has been marked by your Course Coach you will receive an email which will tell you your assessment has been marked and give you a link so you can log in and read the feedback.

4. Support

Proteus Enterprises provides technical support to all students
Call technical support direct on:
03 8605 7400 or online@proteuscentre.com

Your course coach will provide you with assistance on the course. If you have any questions or difficulties contact them on:
1300 219 903 or via email.

