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## How Does Camelot University Work?

The first step in the implementation process is to complete the Core Learning Path for your role at Camelot University. Each course consists of interactive video lessons with job aids where applicable. The online course material is designed for self-paced study and does not require access to a database, although you may practice what you have learned in your database once deployment has been completed.

## What is My Adobe ID?

Your Adobe ID is used to create your account on Camelot University. It must match what Camelot has on file. Therefore, we recommend using your primary work email address that you use to contact Camelot. This is the email address provided to Camelot on the New User Template.



## What is my Password?

When you set up your Adobe ID, you will create your password. If you need to recover this password, use the link on the login page to reset it (see Figure 1).

**Figure 1: Reset Your Password**

A screenshot of a login page titled "Enter your password". At the top, there is a circular profile picture placeholder and the email address "jakayla.clyburn@3plsoftware.com" with "Email address" written below it. Below this is a "Password" input field with a toggle icon on the right. Underneath the password field is a "Stay signed in" checkbox, which is currently checked. To the right of the checkbox is a blue "Continue" button. At the bottom of the page, there is a link that says "Reset your password" highlighted in yellow, and another link below it that says "Sign in to a different account".

## Why did I not receive an email from Adobe?

If you did not receive an email from Adobe, it is likely because your Adobe ID does not match your email address on file with Camelot. Contact Camelot Support for assistance.

## What is the Learner Dashboard?

The Learner Dashboard is the homepage for Camelot University. It displays a summary of your learning progress. From the Learner Dashboard, you can easily



navigate to your coursework in progress and job aids included with your learning path (Figure 2).

**Figure 2: Learner Dashboard**

The screenshot shows the Learner Dashboard for user Jakayla Clyburn. At the top, a message says "Hi Jakayla Clyburn, let's learn something new today." Below this is the "My Learning" section, which features two donut charts: "By Deadline" (green) and "Pending Learning" (blue). A legend below the charts shows: 0 Overdue (red), 0 Upcoming Deadlines (yellow), 2 On Track (green), and 0 Certifications (dark blue). A blue callout box points to the "By Deadline" chart with the text "Coursework in progress appears here". Below the charts are two course cards: "New Consultant L1 Checks\_190" (Assigned by Admin, Due: Sep 30, 2024) and "Excalibur WMS Billing 190" (Self-enrolled, Due: No Deadline). A "See all My Learning" link is at the bottom of this section. On the right side, there is a "My Job Aids" widget with a list of documents: "Excalibur RapidStart Manual", "Comm Manager C1 Manual", "Comm Mgr Wildcards", and "Comm Mgr Excalibur Report IDs". A teal callout box points to this list with the text "Access job aids from the My Job Aids widget". Below the job aids is a "Learning Calendar" widget with tabs for Q1, Q2, Q3, and Q4. The Q3 tab is selected, and it shows "No sessions planned for this quarter yet".

To access coursework that has been completed, select **See all My Learning** from the learner dashboard (Figure 3).



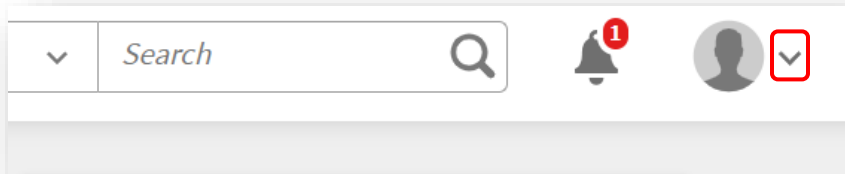
**Figure 3: Access completed coursework**



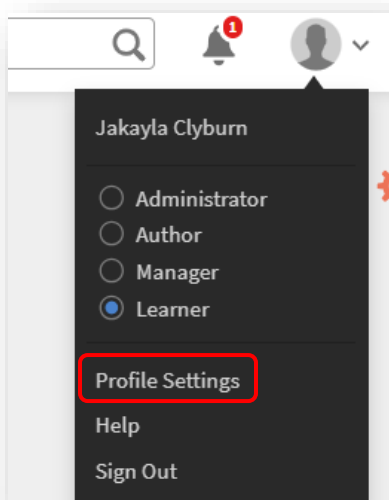
## How do I download my Learning Transcript?

To download your Learning Transcript:

- At the top right of the screen, select the arrow to open the Profile Menu

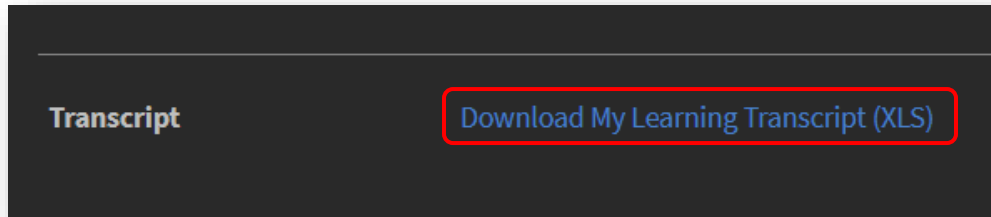


- Select **Profile Settings**



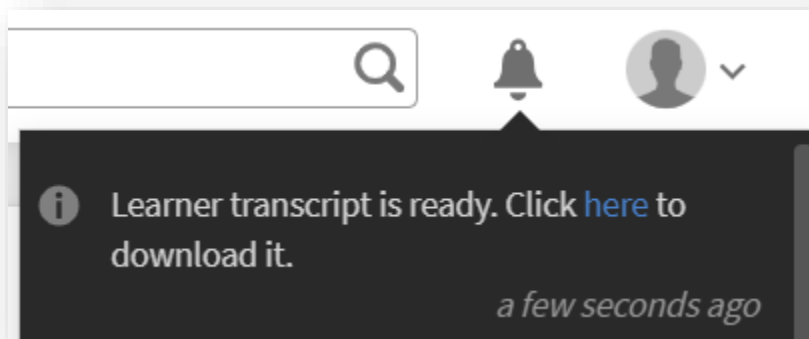


- Select **Download My Learning Transcript**



Once the file has been generated, you will receive a notification providing you with a link to download the file (Figure 4)

**Figure 4: Download your Learning Transcript**



## How do I use the Adobe Player?

The Adobe Player is where you complete each lesson. This section provides information on the features within the Adobe Player.

### How do I use the Table of Contents?

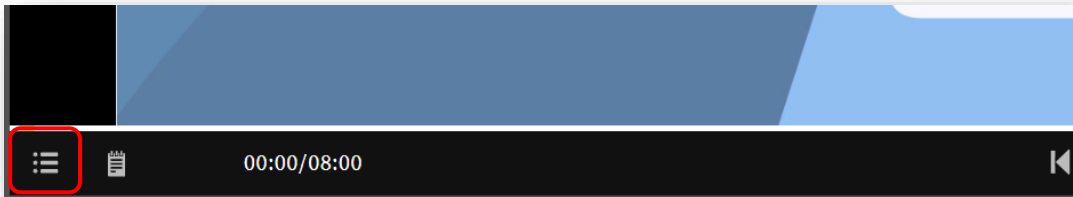
You can use the Table of Contents to navigate to sections within each lesson. This feature is especially useful when referring to a completed lesson for information.

*We highly recommend you refrain from skipping sections unless you have completed the lesson/course. Skipping sections can prevent you from proceeding through your learning path.*



To open the Table of Contents:

- Select the Table of Contents icon in the lower-left corner of the Adobe Player



From the Table of Contents, you can navigate to lessons or sections within lessons (Figure X).

**Figure 5: Table of Contents**



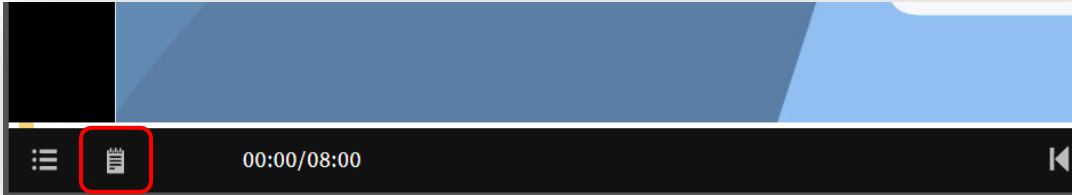
## How do I use Notes?

You can enter and save notes within the Adobe Player as you progress through each lesson.

To access the **Notes**:

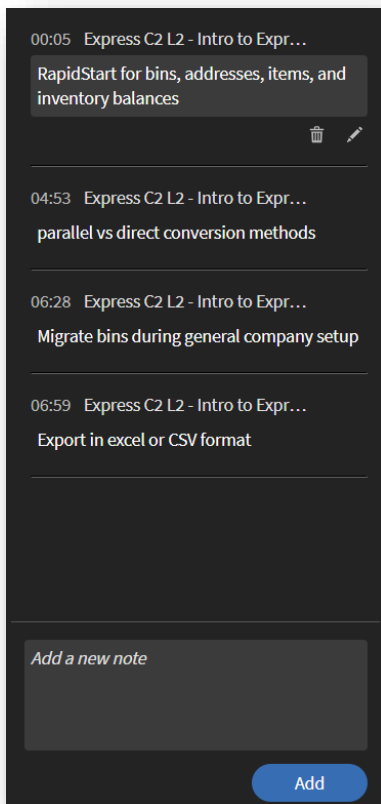


- Select the notepad icon on the lower-left side of the Adobe Player



From here, you can enter a new note or refer to existing notes (Figure 6).

**Figure 6: Notes in the Adobe Player**



### **How do I view a lesson in full-screen mode?**

To view a lesson in full-screen mode:



- Select the icon in the bottom left corner of the screen.

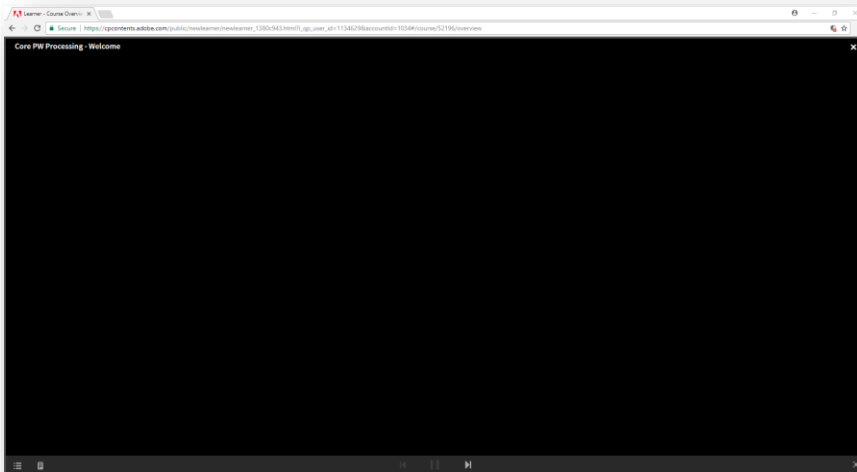


This hides the play bar and Table of Contents. Press **[Esc]** to exit full-screen mode.

### My video will not play.

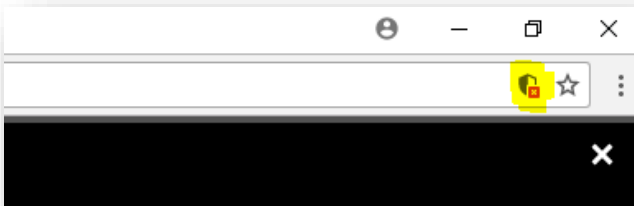
If you only see the screen below (Figure 7), video playback has been prevented.

**Figure 7: Video Playback Screen**



This could be for multiple reasons outlined below. Select the icon highlighted, even if your icon looks different (Figure 8).

**Figure 8: Video Playback Icon**

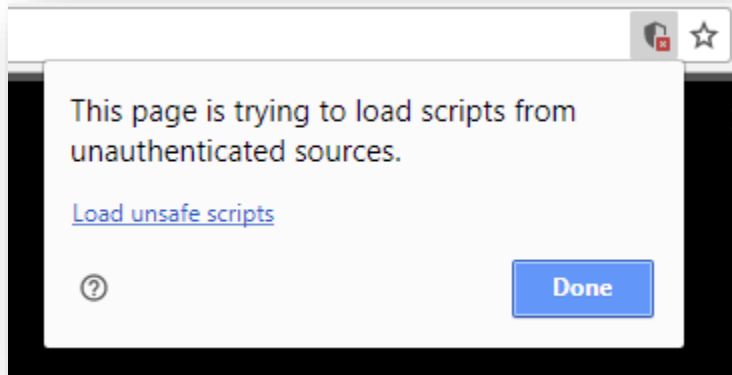






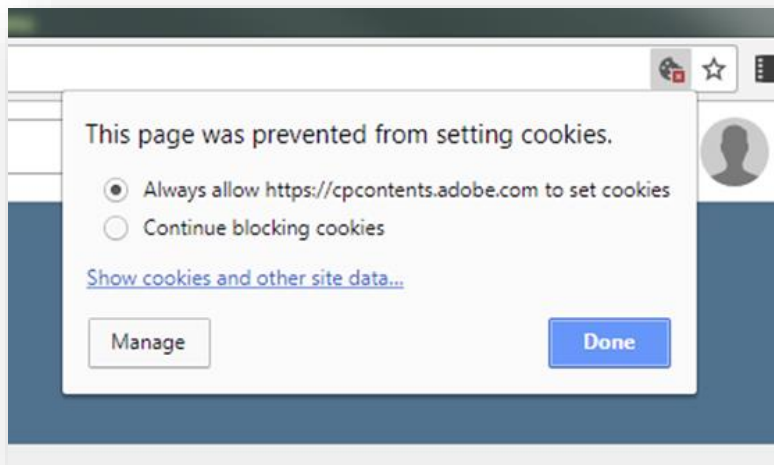
If your icon looks like the one shown below (Figure 9), select “Load Unsafe Scripts”

**Figure 9.1: Load Unsafe Scripts**



If your icon looks like the one shown below (Figure 9.2), select “Always Allow” to allow cookies

**Figure 9.2: Allow Cookies**



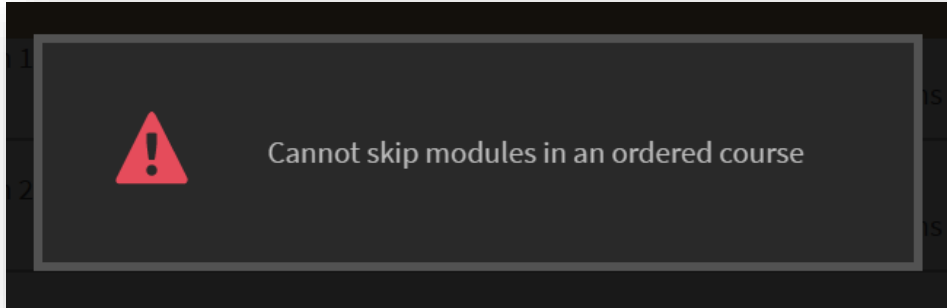
**I completed a lesson, but I can't go on to the next one.**

*We highly recommend not skipping over content, whether you are using the progress bar or Table of Contents (TOC) to skip.* Doing so can cause the lesson to not be marked complete, preventing you from moving forward.

Figure 10 displays the prompt you may receive when accessing a module without completing the prerequisite coursework.



**Figure 10: Cannot Skip Modules in an Ordered Course**



If you receive this prompt, check the learning path page for incomplete lessons (Figure 11).

**Figure 11: Complete vs incomplete lessons within a learning path**

Express Core C2 - Setup & Configuration - SuperUser	
An interactive guide that walks you through setting up your production company in Express WMS.	
Under Construction - Express WMS SELF PACED	Last Visited 1 min
Express C2 L1 - Setting Up Your Production Company SELF PACED	7 mins
Express C2 L2 - Intro to Express RapidStart SELF PACED	8 mins
Express C2 L3 - RapidStart Data Migration Process SELF PACED	mins
Express C2 L4 - General Company Setup SELF PACED	mins
Express Core C2 L5 - Preparing for Client Setup SELF PACED	6 mins



## I failed a lesson. What should I do?

For some lessons, learners get two attempts to pass before the score is finalized. After the second attempt, learners can proceed to the next lesson. **They can also redo the lesson as many times as they like for extra practice, but the grade recorded in the system will not change.** If you can't access the next lesson, review the troubleshooting tips above, and then contact Camelot Support for assistance.

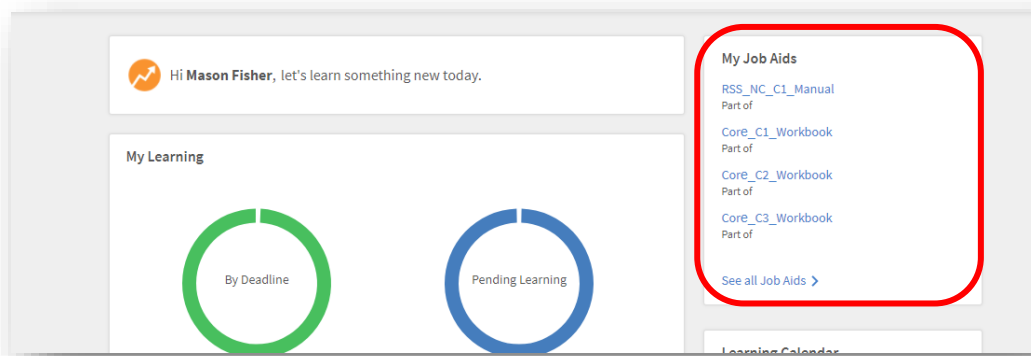
## My keyboard shortcuts do not work in the interactive simulations.

Depending on your browser, keyboard shortcuts may not always work. Certain standard Microsoft keyboard shortcuts utilized in Excalibur and Express WMS, such as **[Ctrl + N]** are also used by your internet browser. This is ok because the simulations will also accept user input from the mouse. If a keyboard shortcut prevents you from moving forward in an interactive simulation, contact Camelot Support for assistance.

## Where do I find the manuals and job aids mentioned in the eLearning videos?

Manuals and job aids can be accessed from the Learner Dashboard and within the individual courses they correspond with. From the Learner Dashboard, job aids are in the upper right corner of the page (Figure 12)

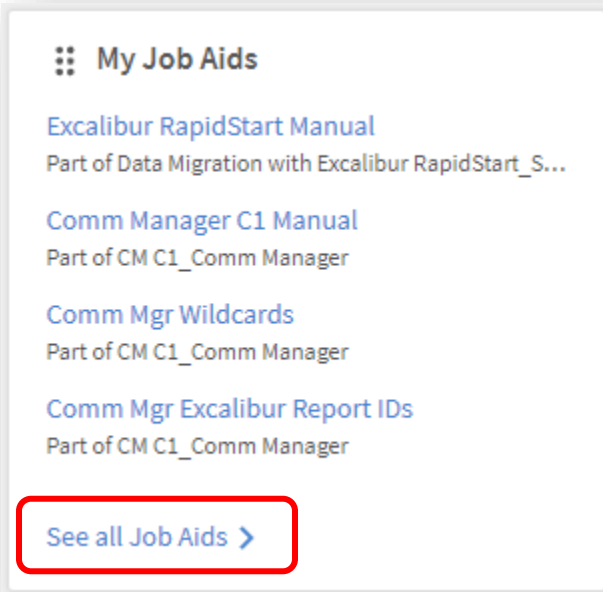
**Figure 12: Job Aids on the Learner Dashboard**





Select **See all Job Aids** to see a complete list of job aids available (Figure 13).

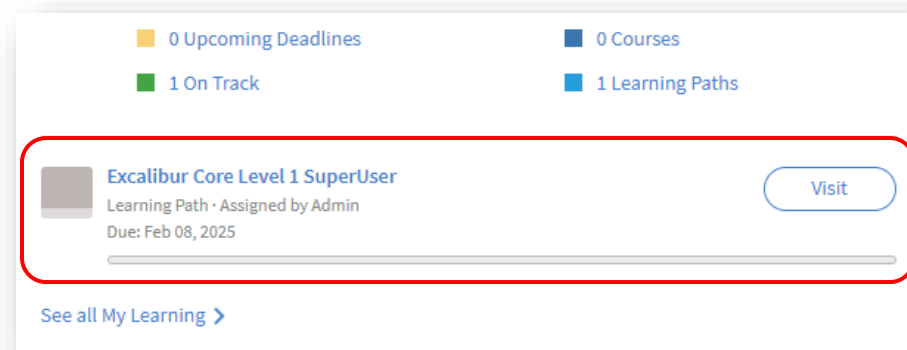
**Figure 13: Access the full list of job aids**



Manuals and job aids for a specific course can be accessed from the respective course page. For example, the Excalibur Course 2 Syllabus is on the Course 2 course page.

To access the job aids within a course:

- Navigate to the learning path from your Learner Dashboard





- Select the course name hyperlinked in blue

Course • Elizabeth Bateman & ... • 3 hrs • **REQUIRED** ✓ Completed

**Excalibur Core Level 1 - C2 Setup and Config\_SuperUser**

A guide to Excalibur setup and configuration. Learn how to configure your production company to align with your standard operating procedures and business pract...

12 Modules

- The job aids and manuals are listed on the right

New Consultants >

## Excalibur Core Level 1 - C2 Setup and Config\_SuperUser

SELF PACED

Progress:  67%

A guide to Excalibur setup and configuration. Learn how to configure your production company to align with your standard operating procedures and business practices. Learn to set up general company data such as warehouses, bins and carriers, and then learn how to set up your clients.

Revisit

Save

8/12 Core Content Completed

Skills covered

Excalibur Core Setup L1\_Super - Level 1 (600 Credits)

Job Aid

- Data Migration
- Fact Sheet
- Excalibur Core Level 1 - Course 2 Syllabus - SuperUser
- Excalibur Setup Process Flow
- Excalibur RapidStart Data Migration Considerations
- Excalibur Preparing for General Company Setup
- Excalibur

Prerequisite Courses

Self Paced • Elizabeth Bateman & ...

**Excalibur Core Level 1 - C1 Welcome to Excalibur - SuperUser**

An introduction to Excalibur and to the features and functionality of the Excalibur Role Center.

Modules Notes

Core Content 3 hrs

Module	Duration
Excalibur Core C2 Overview - SuperUser SELF PACED	3 mins
Excalibur Core C2 L1 - Setting Up Your Production Company SELF PACED	6 mins
Excalibur Core C2 L2 - Intro to RapidStart SELF PACED	9 mins
Excalibur Core C2 L3 - RapidStart Data Migration Process SELF PACED	20 mins