



MarineNet Learning Management System (LMS)

DLRC LMS Overview Guide

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Distance Learning Center (DLC)
Training & Education Command (TECOM)
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Revision History

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1 INTRODUCTION TO THE DLRC LMS

The DLRC Learning Management System (LMS) is essentially a compact version of the Master LMS that operates in the garrison environment. There are some minor customizations that have been made to accommodate the unique environment of deployments; however the basic structure and functionality remains the same. This section outlines the unique features of the DLRC LMS in relation to the Master LMS.

1.1 Synchronizing DLRC Records

The DLRC is expected to operate in remote areas where adequate reach-back connectivity to the garrison system is not always available. The DLRC LMS is customized to accommodate this environment through the use of store-and-forward capabilities. User progress is recorded locally on the DLRC and when the reach-back connectivity is available, the information is communicated to the Master LMS for processing.

The store-and-forward capability of the DLRC is accomplished through a series of synchronization steps. These steps are operated through the DLRC System Administrators Synch Admin page on the LMS. Each step of the synchronization process performs the critical task of collecting the information on the DLRC, forwarding it up to the Master LMS, and finally pulling down new or updated information from the Master LMS.

The step-by-step process of how to conduct the synchronization is detailed in the DLRC SA LMS Users Guide along with detailed explanations of the purposes of each step.

1.2 Provisional Users

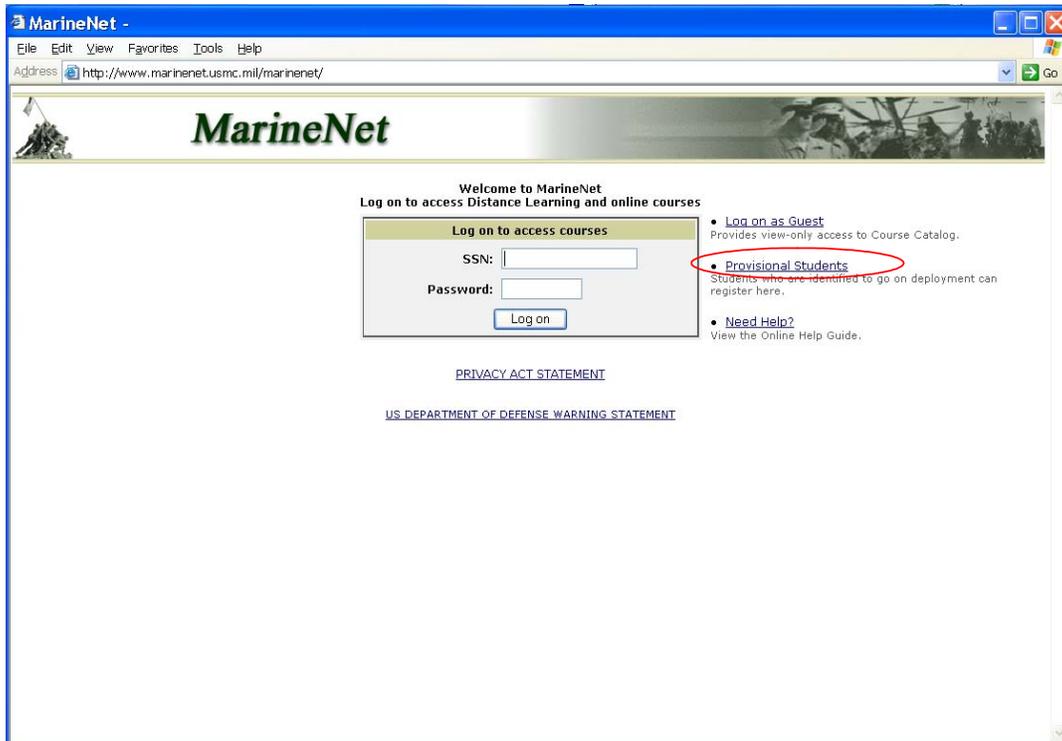
The concept of Provisional Users is unique to the DLRC environment. The system must provide students access to learning content when operating in a disconnected environment and unable to provide authentication against the Master LMS. Provisional user accounts are temporary accounts that are created by the user without administrator intervention. Provisional users may access content available on the DLRC with certain limitations. For example, Users enrolling in a MCI course are restricted to the extent that they are prohibited from taking the End-of-Course (EOC) test for course credit until authenticated against the Master LMS. Provisional user accounts only exist until the DLRC synchronization process is successfully performed and they are properly authenticated. Once a provisional user is authenticated, the user then has access to all DLRC content for which they are qualified to include taking an EOC test.

Provisional user accounts are identified uniquely in the DLRC LMS so as to include them in the synchronization process with the Master LMS. The purpose of the authentication is to allow the user who has been operating as a provisional user to be upgraded to a validated student status. The authentication process consists of deleting the user's provisional account and pulling down their official user account information from the

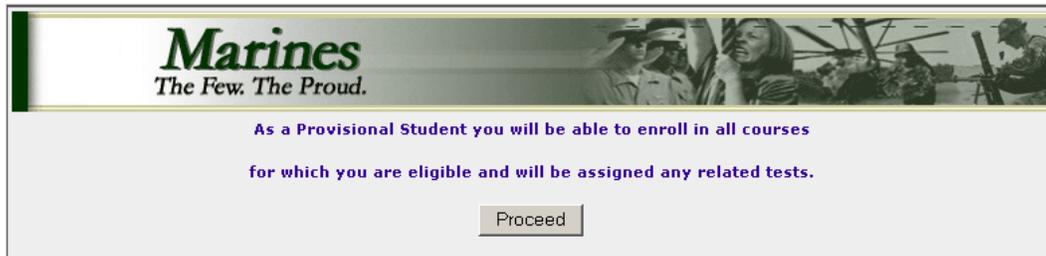
Master LMS. The updated DLRC account will include their entire official training profile stored in the Master LMS.

The steps for creating a provisional user account are illustrated below. The steps for synchronizing a provisional user are contained in the DLRC System Administrator's Guide.

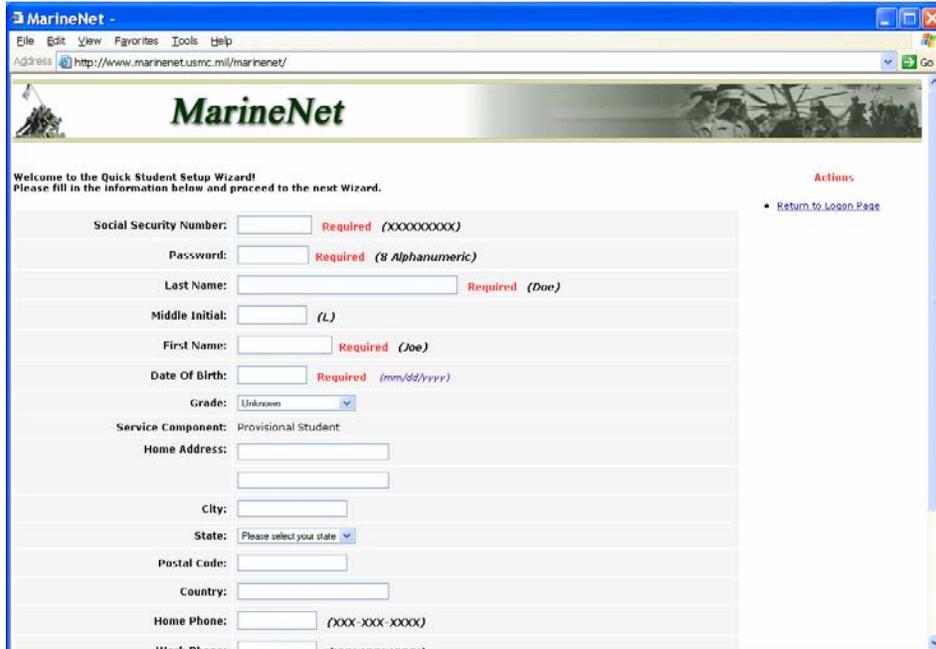
Step 1: Initiate a Provisional User Account



Step 2: Read the Instructions and Click Proceed



Step 3: Fill in the Required Information and Click Proceed

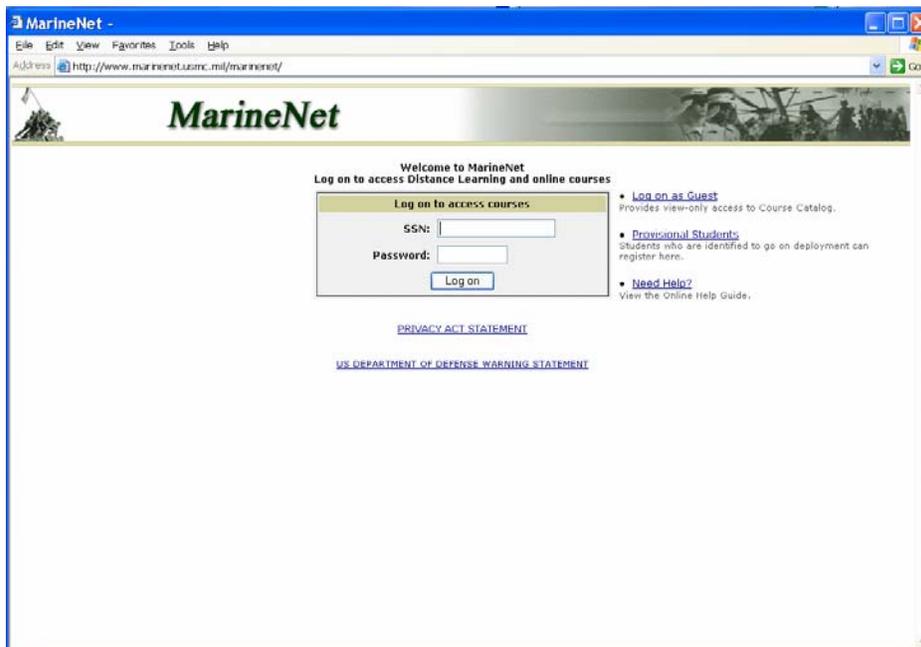


The screenshot shows a web browser window titled "MarineNet" with the address bar displaying "http://www.marinet.usmc.mil/marinet/". The page features the "MarineNet" logo and a heading "Welcome to the Quick Student Setup Wizard! Please fill in the information below and proceed to the next Wizard." Below this is a registration form with the following fields:

- Social Security Number: Required (XXXXXXXX)
- Password: Required (8 Alphanumeric)
- Last Name: Required (Doe)
- Middle Initial: (L)
- First Name: Required (Joe)
- Date Of Birth: Required (mm/dd/yyyy)
- Grade: Unknown
- Service Component: Provisional Student
- Home Address:
- City:
- State: Please select your state
- Postal Code:
- Country:
- Home Phone: (XXX-XXX-XXXX)

On the right side, there is an "Actions" section with a link: "Return to Login Page".

Step 4: Return to the Log on Page and Log on



The screenshot shows the same "MarineNet" web browser window. The page displays the "MarineNet" logo and a heading "Welcome to MarineNet Log on to access Distance Learning and online courses". In the center, there is a "Log on to access courses" box with the following fields:

- SSN:
- Password:
- Log on button

Below the login box are two links: "PRIVACY ACT STATEMENT" and "US DEPARTMENT OF DEFENSE WARNING STATEMENT". On the right side, there is a list of links:

- [Log on as Guest](#): Provides view-only access to Course Catalog.
- [Provisional Students](#): Students who are identified to go on deployment can register here.
- [Need Help?](#): View the Online Help Guide.

A provisional user will have access to all web-based courseware on the DLRC.

1.3 User Roles and Access Levels

Users in MarineNet can be assigned several different roles which have associated privileges. Each user can only be assigned one role. Each user account is also assigned an Access Level which determines the type of courseware the user can enroll in.

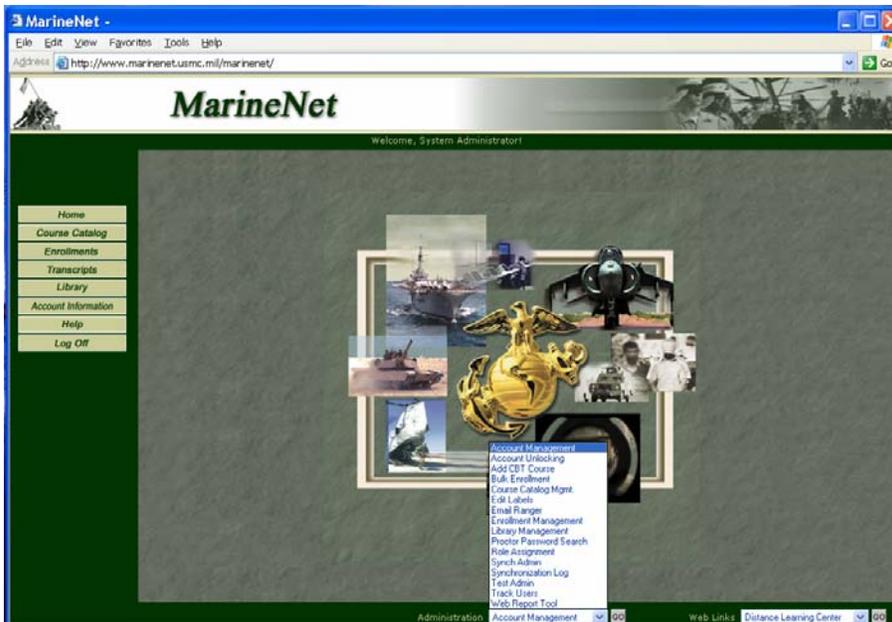
1.3.1 User Roles

MarineNet users can be assigned one of the following roles:

- System Administrator
- Training Manager
- Courseware Manager
- CLS Administrator
- Student

The roles most often used on the DLRC include the System Administrator, Training Manager, and the Student roles. Privileges are assigned in a hierarchical manner so that higher roles inherit privileges of a lower role. For example, the System Administrator will have all the privileges of both a Training Manager and a Student.

The SA has the highest level of privileges on the DLRC. SA functions can be accessed by selecting the Administration drop down in the bottom center of the LMS homepage.



Below is a brief description of the commonly used DLRC **System Administrator** functionality:

- **Role Assignment** - An SA can change the role of a user on the DLRC.
- **Synch Admin** - An SA can run synchronizations between the DLRC and the Master LMS.
- **Enrollment Management** - An SA can review the enrollments and transcripts for all users on the DLRC. An SA can also enroll users in courses.
- **Account Unlock** - An SA can unlock a student's locked account.
- **Proctor Password Search** - An SA can look up the password to an End-of-Course (EOC) test. The SA can then proctor the taking of the EOC test and input the proctor password when prompted.
- **Web Reporting Tool** - An SA can select from a number of stored web reports. Data can also be filtered and sorted, as required.

Below is a brief description of the commonly used DLRC **Training Manager** functionality:

- **Enrollment Management** - A TM can review the enrollments and transcripts for all users in his/her RUC. A TM can also enroll users in courses.
- **Account Unlock** - A TM can unlock a student's locked account in his/her RUC.
- **Proctor Password Search** - A TM can look up the password to an End-of-Course (EOC) test. A TM can then proctor the taking of the EOC test and input the proctor password when prompted.
- **Web Reporting Tool** - TM can select from a number of stored web reports. Data can also be filtered and sorted, as required. TMs can only run reports on users who are in their RUC.

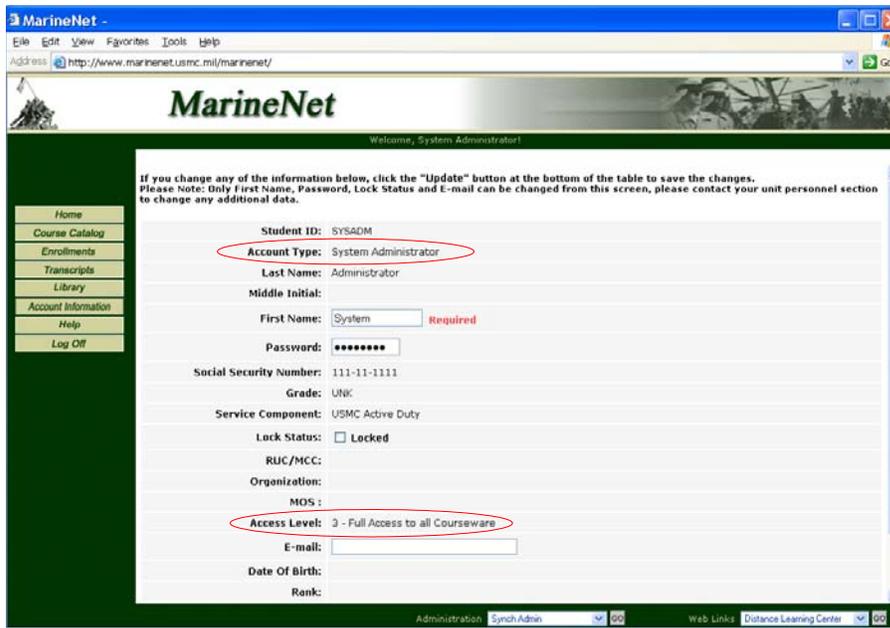
Below is a brief description of the commonly used DLRC **CLS Administrator** functionality:

- **Account Unlock** - A CLS Administrator can unlock a student's locked account.
- **Proctor Password Search** - A CLS Administrator can look up the password to an End-of-Course (EOC) test. A CLS Administrator can then proctor the taking of the EOC test and input the proctor password when prompted.
- A CLS Administrator is given an Access Level of 2.

A Student account on the DLRC will not see the Administration drop down box (see previous page) and therefore will not have access to any administration functions.

1.3.2 Access Levels

Each MarnineNet user role is also assigned an access level. The access level controls the type of courseware that the student can enroll in. The next diagram displays both the user's role (Account Type) and Access Level.



The table below describes the different access levels, and what kind of courseware can be accessed.

Access Level	Description	Has Access to:
3	All Marines	All ACTIVE courseware (web, CD and paper)
2	All other military and provisional students	MCI web-based courses, all other web-based courses
1	All others	Non-MCI web-based courses
0	Selected contractors	No ability to self-enroll

On a DRLC, paper and CD based courses will not be listed in the course catalog, so a DRLC user will never enroll into one of these courses. Regardless of the assigned access level, users will see ALL active courses listed in the course catalog. However the assigned access level will determine which enrollments are permitted.