

# Using the User Productivity Kit (UPK) Player

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## PHRST 9.1 Upgrade



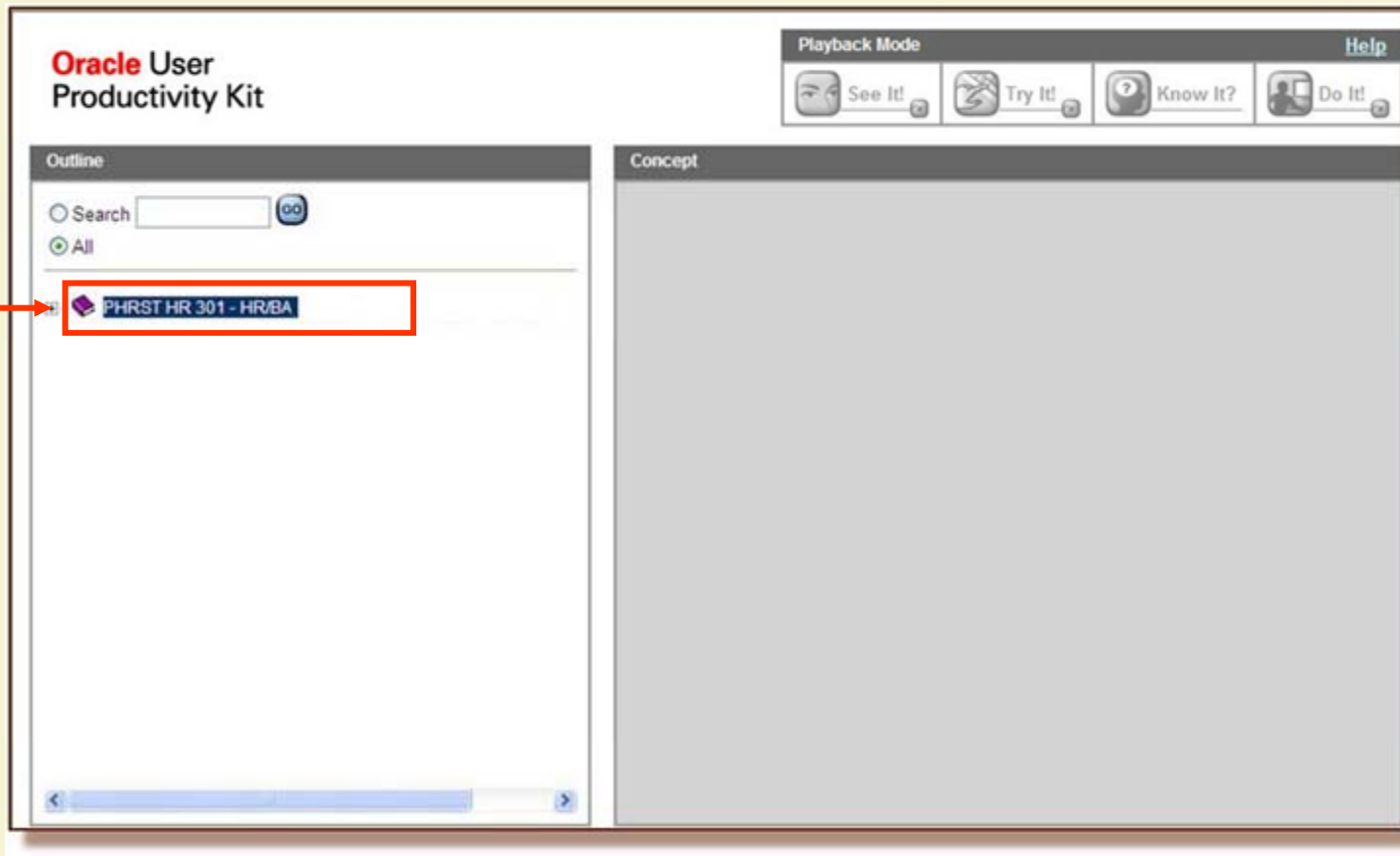
[Restart](#) | [Previous](#) | [Next](#)

Press  to exit

# Using the UPK Player

## 1 Using the Expand icon to view available menu items

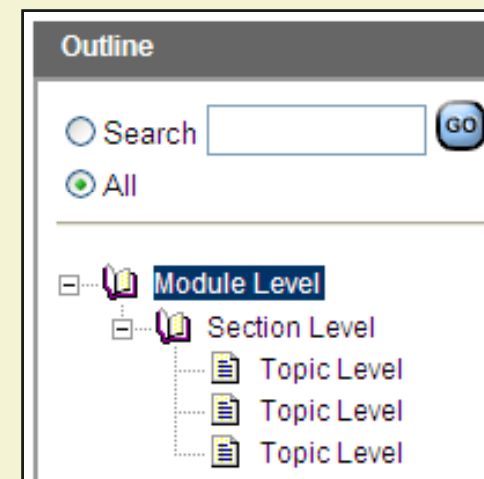
Make Training selection from Menu List.




# Using the UPK Player

The UPK Player is organized in an outline format. There are three (3) levels in the UPK Player outline.

- **Modules:** The highest level of the outline, represents a PHRST course of study. (e.g., PHRST Fundamentals.)
- **Sections:** The second level of the outline represents functions that take place in the subject module. (e.g., Navigation.)
- **Topics:** The third level of the outline represents activities associated to the sections. (e.g., Working with Portal.)



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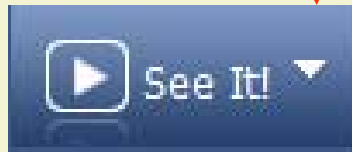
# 2

## Select a Playback Mode

Topics may be displayed in two Playback Modes:

“See It” or “Try It”.

OPTION 1



OPTION 2



**See It** – enables the end-user to learn by watching an animated demonstration of the steps for a task being performed in a simulated environment. All the required activities, such as moving the mouse and entering data, are completed automatically.

**Try It** – this mode enables the end-user to learn interactively in a simulated environment. The end-user is prompted for mouse clicks and/or keystrokes to complete the task.

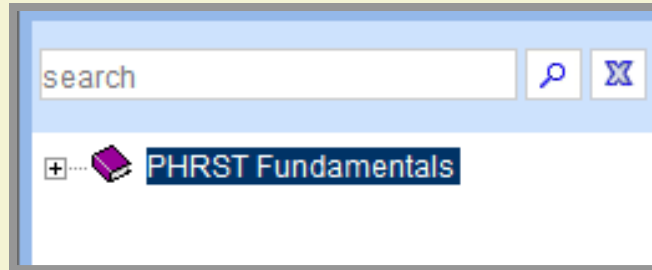
**Note:** Select either “See It” or “Try It” Playback Mode. “Try It” is the recommended choice because of the interactive end-user experience.



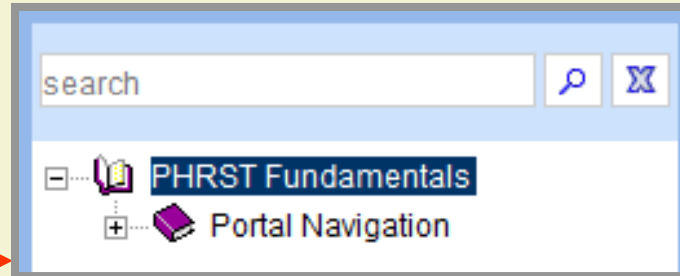
PHRST

# 3 Select and Play a Topic Using the UPK Player

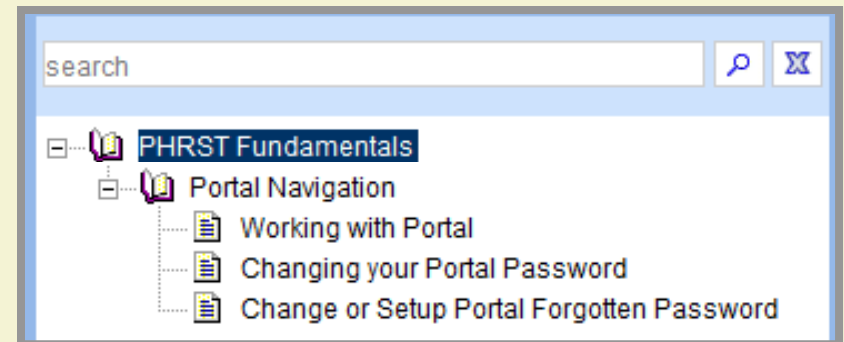
Click the **+** to expand menu levels.



Expand the Module menu.



Expand the Section menu.



Click the Topic.



Click the "Try It" Icon to begin.



**OPTION 2**

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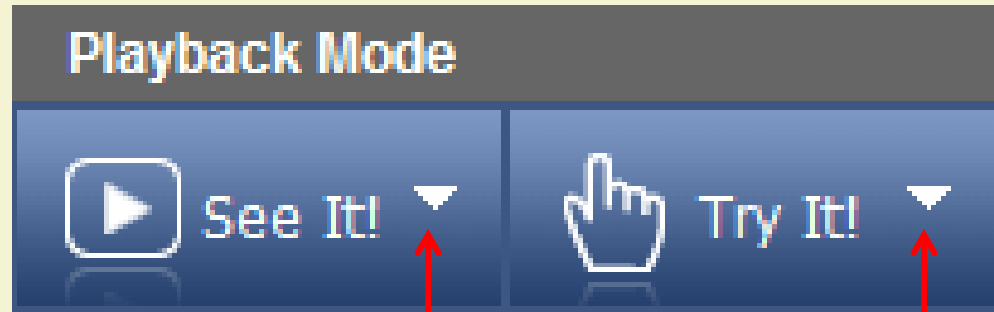
Press  to exit

3a

## Select and Play a Topic

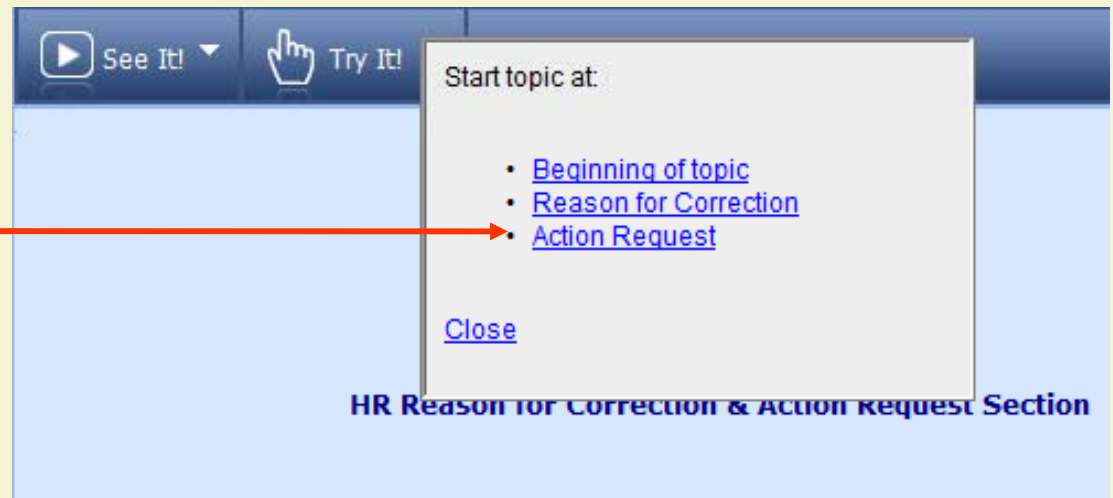
# Using the UPK Player

Jump In Points allow the end-user to access a UPK Topic at a point other than the beginning. This is useful if viewing was interrupted.



To view "Jump In Points" click on the arrows.


Select a hyperlink to navigate directly to a specific point within the UPK topic.



To start at the beginning click the "Try It" Icon.



[Restart](#) | [Previous](#) | [Next](#)

Press  to exit

# Using the UPK Player

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## The “Try It” Playback Mode

The Player provides step-by-step instruction in the bubble text and will not move to the next frame until the end-user has completed the requested action. Follow the instructions to proceed to the next page.



In this example, read the text in the bubble and click on the start link when ready to proceed to the next page.

Try It! Actions X

### Working with Portal

By the end of this topic, you will be able to:

- Log into the PHRST Portal
- Describe the various components of the PHRST Portal
- Assign the PHRST Portal as a Favorite in the Web-browser
- Add tasks to the PHRST Portal
- Close an application accessed through the PHRST Portal without closing the Portal itself
- Log out of the PHRST Portal

Approximate time to complete topic: **30 minutes.**

Press [Enter] to **start.**

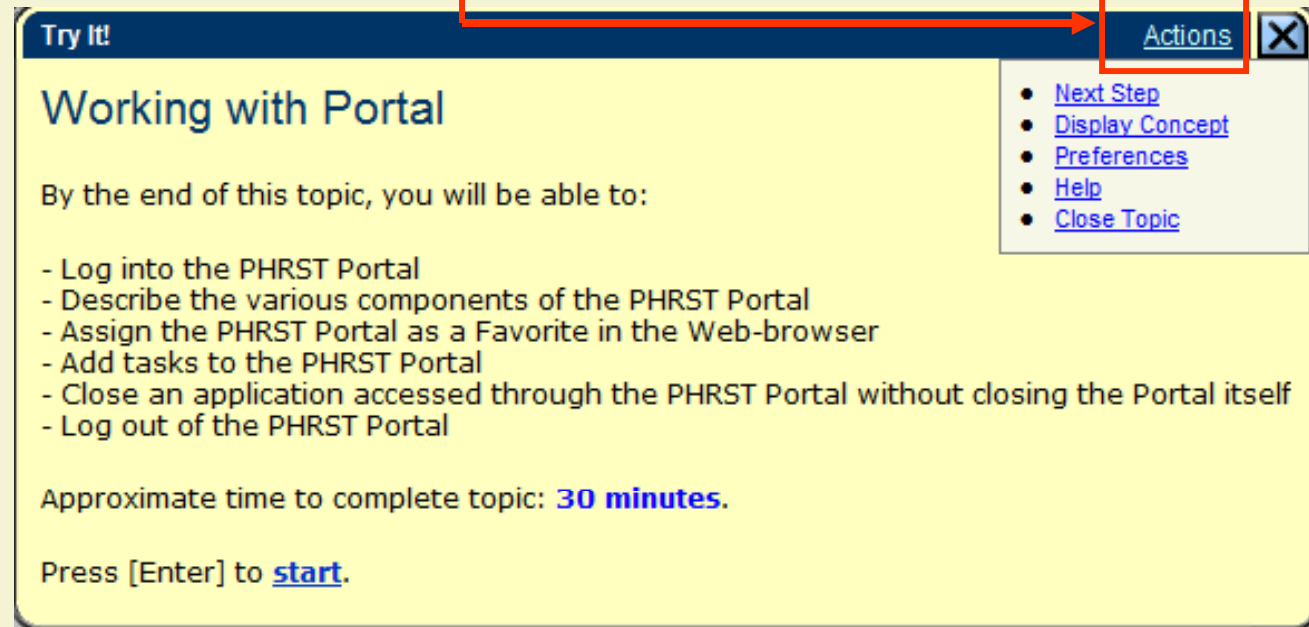


# Using the UPK Player

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## The “Try It” Playback Mode (Cont.)

Navigate between pages by selecting the Actions link.



The screenshot shows a window titled "Try It!". The main content area is titled "Working with Portal" and lists learning objectives. A red box highlights the "Actions" link in the top right corner, which has opened a dropdown menu with the following options:

- [Next Step](#)
- [Display Concept](#)
- [Preferences](#)
- [Help](#)
- [Close Topic](#)





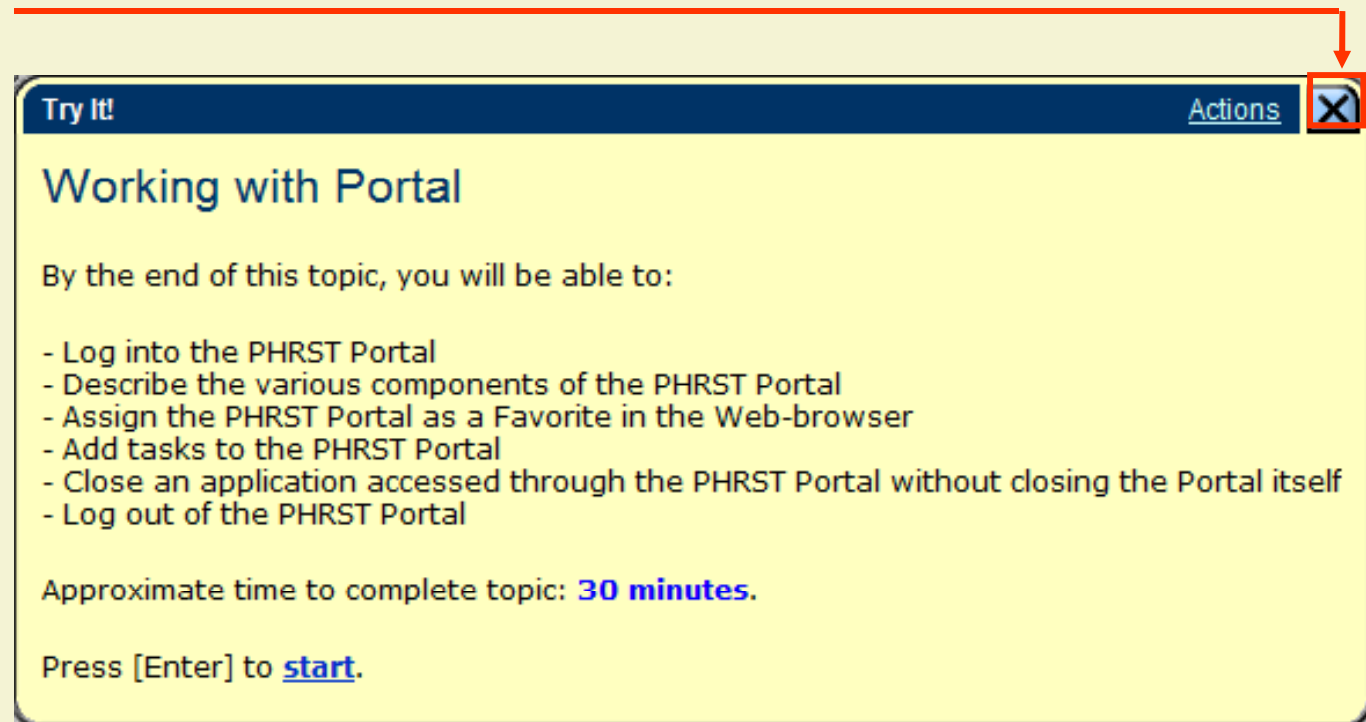
# Using the UPK Player


## 6 The “Try It” Playback Mode (Cont.)



Click the “X” to close the Topic.

End-user will return to the Player Outline.



Try It! Actions 

### Working with Portal

By the end of this topic, you will be able to:

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- Assign the PHRST Portal as a Favorite in the Web-browser
- Add tasks to the PHRST Portal
- Close an application accessed through the PHRST Portal without closing the Portal itself
- Log out of the PHRST Portal

Approximate time to complete topic: **30 minutes.**

Press [Enter] to [start](#).

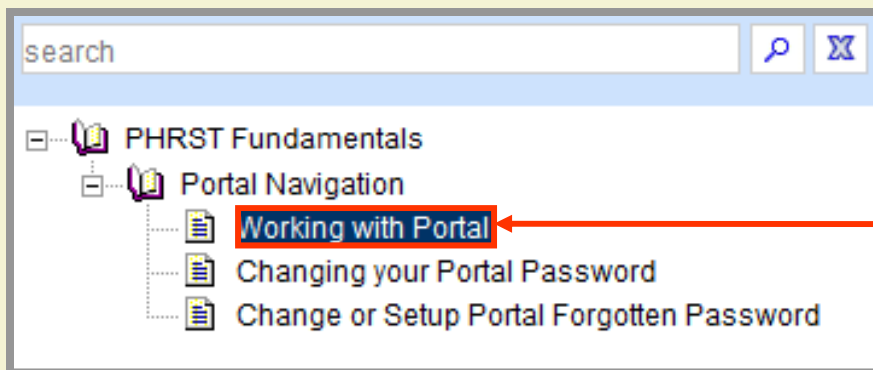


# Using the UPK Player

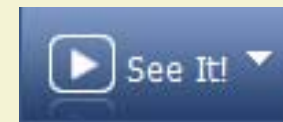
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## The “See It” Playback Mode

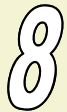
Click the Topic to view.



Click on the “See It” Icon.



# Using the UPK Player



## The “See It” Playback Mode

The Player will start automatically.



The player may be stopped at anytime by clicking the Pause link.

See It! Actions X

### Working with Portal

By the end of this topic, you will be able to:

- Log into the PHRST Portal
- Describe the various components of the PHRST Portal
- Assign the PHRST Portal as a Favorite in the Web-browser
- Add tasks to the PHRST Portal
- Close an application accessed through the PHRST Portal without closing the Portal itself
- Log out of the PHRST Portal

Approximate time to complete topic: **30 minutes.**

[Pause](#)



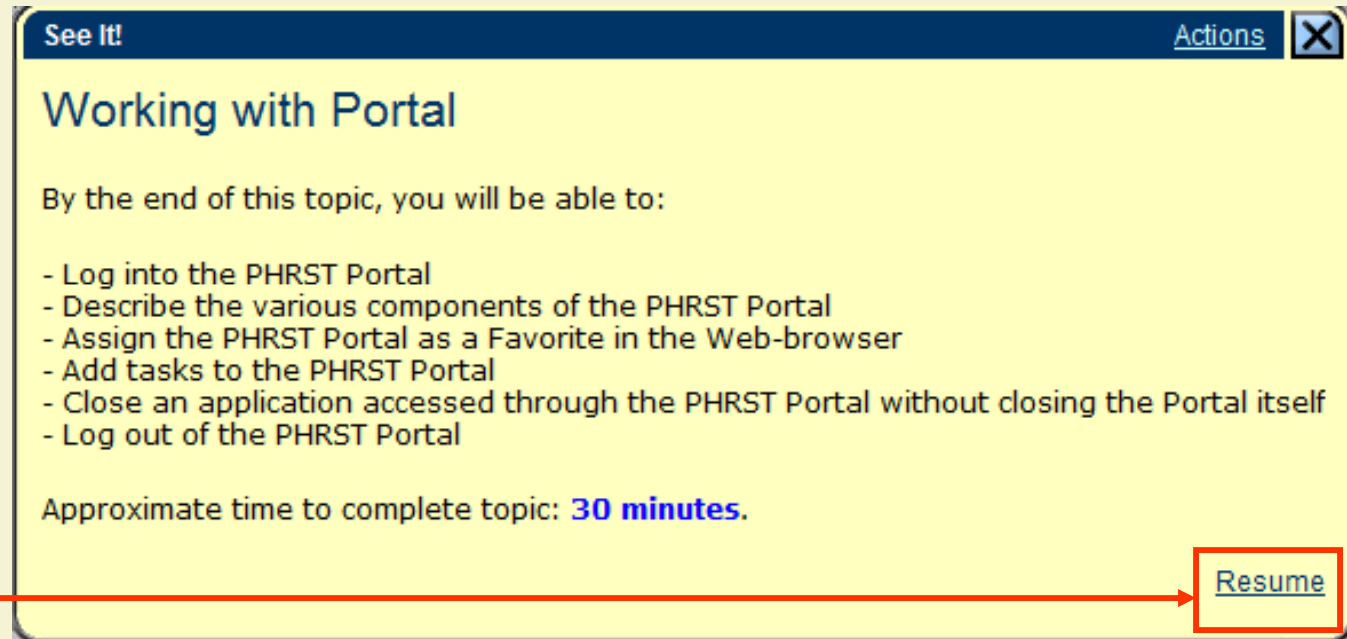
# Using the UPK Player

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## The “See It” Playback Mode (Cont.)



Click the Resume link to restart the player.



See It! Actions X

### Working with Portal

By the end of this topic, you will be able to:

- Log into the PHRST Portal
- Describe the various components of the PHRST Portal
- Assign the PHRST Portal as a Favorite in the Web-browser
- Add tasks to the PHRST Portal
- Close an application accessed through the PHRST Portal without closing the Portal itself
- Log out of the PHRST Portal

Approximate time to complete topic: **30 minutes**.

[Resume](#)



# Using the UPK Player

## 10 The “See It” Playback Mode (Cont.)



Click the “X” to close the Topic.

See It! Actions **X**

### Working with Portal

By the end of this topic, you will be able to:

- Log into the PHRST Portal
- Describe the various components of the PHRST Portal
- Assign the PHRST Portal as a Favorite in the Web-browser
- Add tasks to the PHRST Portal
- Close an application accessed through the PHRST Portal without closing the Portal itself
- Log out of the PHRST Portal


Approximate time to complete topic: **30 minutes**.

[Resume](#)



# Using the UPK Player

## 11 Identifiers

Bubble	Description
	<p>Frame <b>Bubbles</b> describe objects on the page and direct the end-user both with visual and narrative cues.</p> <p>These bubbles support a variety of uses in the Delta documentation such as New, Changed, and Deleted:</p> <ul style="list-style-type: none"><li>Fields</li><li>Pages</li><li>Functionality</li><li>Navigational steps</li></ul> <p>They also direct the end-user with data entry and action instructions.</p>



# Using the UPK Player

**Congratulations you are  
now ready to begin using  
the  
UPK Player!**

