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<u>Release Note</u> IRU Academy Graduates





RELEASE NOTE

IRU Academy Online (AOL) v3.0 **Graduate Features**

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1 OVERVIEW

Document Purpose

This document provides the "what's new" information for the 3.0 version of the IRU Academy Online (AOL) Internet application. The AOL version 3.0 is released in October 2011. In case you are upgrading from an older version, please read these releases notes carefully.

Requirements for Graduate Machines

- Operating System recommended MS Windows XP Professional or Windows 7
- Internet Browser Internet Explorer 6.0 or higher
- An Internet connection
- Adobe Acrobat Reader 6.0 or higher
- WinZip 7.0 or higher



2 WHAT'S NEW IN AOL V3.0

The AOL version 3.0 Internet application is launched in October 2011 and in this Release Note document we will step through the new features in terms of the application use by IRU Academy graduates.

Chapter 3 covers the new functionality of AOL version 3.0 such as:

- Download of IRU Academy Graduate logos
- Usage of IRU Academy Graduate logos

Academy On Line (AOL)			WEB SITE
ATI Module	IRU ACADEMY ONLINE v3.0 - HOMEPAGE Graduate Module	IRU ACADEMY	
ATI Accreditation Module	Public Graduate Page Access	ATI Promotional P	age
Worldwide Excellence in Profession	nal Road Transport Training		RU ademy

Figure 1: AOL Homepage



3 New Features

3.1 Download of IRU Academy Graduate Logos

Graduate Homepage

The AOL Graduate homepage is changed:

- 1) a "Download Graduate Logos" button is added to allow IRU Academy Graduates to download IRU Academy Graduate logos;
- 2) an "IRU Academy Graduate" logo is added.

IRU			ACM.
Academy On	Line (AOL)		WEB SITE
	Personal Information Download Graduate Logos		
1 2	Change Password Contact IRU Academy Logout		1
	MISS VODITELKA SHOFERSKAYA		
18 1		Ĩ	
		Aca	demy
200			
THE	View My On-Line Résumé		
	Certificate of Professional Competence in Dangerous Goods by Road (ADR). ADR Driver: Classes 1 & 7	Packagings and Bulk, ex	cluding
	BTICOADR6915101	Butthead Traini	ng Institute Bahrain
	Certificate of Professional Competence in Dangerous Goods by Road (ADR). ADR Driver: Classes 1.8.7	Packagings and Bulk, ex	cluding
Provide Land		Testmost Traini	ng Institute Bahamas
	Certificate of Professional Competence in Dangerous Goods by Road (ADR). ADR Driver	Tanks, excluding Classe	<u>s 1 & 7</u>
			IRU
Worldwide E	xcellence in Professional Road Transport Training	g A	cademy

Figure 2: Graduate Homepage



To download IRU Academy Graduate logos and be able to use them in accordance with the terms and conditions for use of such logos, IRU Academy Graduates should click on the "Download Graduate Logos" button. AOL will popup a 'File Download' dialogue box:

File Dow	nload 🛛 🔀				
Do you want to open or save this file?					
Į	Name: IRU_Academy_Graduate_Logos.zip Type: WinZip File, 42.4KB From: 172.25.65.16				
	<u>O</u> pen <u>S</u> ave <u>Cancel</u>				
While files from the Internet can be useful, some files can potentially harm your computer. If you do not trust the source, do not open or save this file. <u>What's the risk?</u>					

Figure 3: File Download Dialogue

Clicking on the 'Open' button will open up a new window displaying the content of the compressed (zipped) file containing the IRU Academy Graduate logos:

👰 WinZip - IRU_Academy_Graduate_Logos[1].zi	ip	. D ×
<u>File Actions Options H</u> elp		
New Open Favorites Add Extract	View CheckOut Wizard	
Name	Modified Size Ratio Packed Path	
IRU_Academy_Graduate_Logo_2.gif	19/02/2002 10:58 19,453 3% 18,785	
IRU_Academy_Graduate_Logo_3.gif	19/02/2002 17:00 2,014 0% 2,014	
IRU_Academy_Graduate_Logo_Negative.gif	19/02/2002 11:04 18,450 0% 18,430	
IRU_Academy_Graduate_Logo_1.gif	19/02/2002 17:00 3,755 2% 3,691	
Selected 0 files, 0 bytes	Total 4 files, 43KB) 🔍 //.

Figure 4: WinZip IRU Academy Graduate logo content



Clicking on the 'Save' button will open a new "Save As" window, allowing you to select the location (PC drive and folder) in which you want to save the compressed (zipped) file containing the IRU Academy Graduate logos:

Save As		? ×
Save jn:	🗀 IRU Academy 💽 🕓 😥 🖽 🗸	
My Recent Documents Desktop My Documents My Computer	My Recent Documents Desktop My Documents My Computer Local Disk (C:) Flu2 on 'chihuahua' (T:) BJovanovski on 'Lupa\Users\$' (V:) Public on 'CHE01BC01_BL04 (Feronia)' (W:) Flu Academy Public on 'CHE02BC01_BL06 (Lupa)' (X:) C\$ on 'A003BR2 (A003br2)' (Y:) DVD-RAM Drive (Z:) My Network Places My Briefcase IRU Academy Website Marketing	
My Network	File name: IRU_Academy_Graduate_Logos.zip	<u>S</u> ave
Places	Save as type: WinZip File	Cancel

Figure 5: Save As Window

Select the folder in which you want to save the downloaded IRU Academy Graduate logos from the 'Save in' dropdown, then click on the 'Save' button.

AOL will save the "IRU_Academy_Graduate_Logos.zip" file in the indicated location, close down the 'Save As' window and return to the Graduate Homepage.



3.2 Use of the IRU Academy Graduate Logos

Once you have downloaded the IRU Academy Graduate logos and saved the "IRU_Academy_Graduate_Logos.zip" file on your PC / network, you need to start up Windows Explorer on your PC, navigate to the location where you have chosen to save the file and select (highlight) the file name:

🔄 IRU Academy				
File Edit View Favorites Tools Help		2		
🚱 Back 🔹 🌍 🖌 🏂 🔎 Search 📂 Folders 💷				
Address 🛅 W:\IRU Academy		🔽 🄁 Go		
Folders Imprimerie Information Centre IRU1 IRU Academy IRU Academy Checklists IRU Academy Vesite IRU Academy Vesite IRU Academy Website IRU Academy Website IRU Academy Vesite IRU Academy Vesite IRU Academy Services IRU Academy Vesite <	×	AAC ACA Archives Feb2010 ADC ADL ATIs Events Files on LMS 28.09.10 Finance Internet-Services IRU Academy - Generic IRU Academy - Generic IRU Academy Unstructors IRU Academy Instructors IRU Academy visuals library IRU Academy website Marketing New Website (2011) Presentations Projects Statistics Surveys Weekly Reports J.S_Store IRU Academy_Graduate_Logos.zip		
🖽 🖳 IRU_Academy_Graduate_Logos.zip	•			

Figure 6: Windows Explorer with selected IRU Academy Graduate logos file

You will then need to right-click on the selected "IRU_Academy_Graduate_Logos.zip" file, after which you will need to indicate in which folder you want to decompress (unzip) the IRU Academy Graduate logos:

COLUMN AND A STREET		
WIRU_Academy_U	Open	
	Explore	
	Browse with Paint Shop Pro 8	
	💙 Scan for threats	
	🗐 Extract to	
	Extract to folder W:\IRU\IRU_Academy_Graduate_Logos	
	🗐 Create Self-Extractor (.EXE)	
	Open With	۲
	Send To	۲
	Cut	
	Сору	
	Create Shortcut	
	Delete	
	Rename	
	Properties	

Figure 7: Right-click Dialogue



Windows Explorer will display an "Extract" dialogue box asking you to indicate the folder where you want to extract the IRU Academy Graduate logos:

Extract		×
Extract Extract to: W:\IRU Academy Files Selected files All files Files: Files:	Eolders/drives: Desktop My Computer Local Disk (C:) Iru2 on 'chihuahua' (T: BJovanovski on 'Lupa Public on 'CHE01BC0' Public on 'CHE02BC0' Ct on 'A0028B2 (A00)	Extract Cancel <u>H</u> elp
Overwrite existing files	E - 2 DVD-RAM Drive (Z:)	
Skip older files	🕀 🍤 My Network Places 📃	
☑ <u>U</u> se folder names		<u>N</u> ew Folder

Figure 8: WinZip Extract Dialogue

Indicate the location where you want the IRU Academy Graduate logos to be extracted to in the 'Extract to' field (or select it in the 'Folders/drives' section), then click on the 'Extract' button.

After this action, you will have the 4 files containing the IRU Academy Graduate logo in different formats available for your use in the folder you have indicated in the "Extract" dialogue box:

😒 IRU_Academy_Graduate_Logo_1.gif
😒 IRU_Academy_Graduate_Logo_2.gif
😒 IRU_Academy_Graduate_Logo_3.gif
🛐 IRU_Academy_Graduate_Logo_Negative.gil

The 4 files contain 4 different formats of the IRU Academy Graduate logo which can be used for printing your business cards based on your preference of which format you will need to use. The IRU Academy Graduate logo in each of the formats is given for your convenience in the figures below:



Figure 9: IRU_Academy_Graduate_Logo_1.gif



Figure 11: IRU_Academy_Graduate_Logo_3.gif (negative of the logo in Figure 9)



Figure 10: IRU_Academy_Graduate_Logo_2.gif



Figure 12: IRU_Academy_Graduate_Logo_Negative.gif (negative of the logo in Figure 10)



4 TECHNICAL SUPPORT

4.1 AOL Support

After many years, AOL has acquired a certain degree of complexity and perfection. You will most likely find the features you are looking for, and if you have found a hole, you are encouraged to participate in the dialog and post your comments, questions and suggestions to the IRU Academy team accessible via the mailing list <u>academy@iru.org</u>.

4.2 Bug Report

How to report bugs?

In order for our team to react faster to your calls every time you need assistance, please address your problem to <u>academy@iru.org</u>. In this case, your call will be addressed to the entire team and anyone available at the moment will be able to help you.

If you find a bug, please send an e-mail to the IRU Academy team at IRU with the information listed below. Please make sure to include a very brief summary of the problem in the e-mail Subject line.

Your Name:
Your E-mail:
Your Phone:
Bug Description
Summary:
Steps to Reproduce:
1.
2.
3.
Expected Results:
Actual Results:
Platform:



4.3 Contact Information

Here are all contact details of the IRU Academy team members, in case you need urgent help:

Name	E-mail	Telephone
Patrick Philipp	Patrick.Philipp@iru.org	+41 22 918 2082
Head of IRU Training		
Blagoja Jovanovski	Blagoja.Jovanovski@iru.org	+41 22 918 2061
In Charge of IRU Training Learning Technologies		
Tatiana lachina	Tatiana.lachina@iru.org	+41 22 918 2032
Ico Programme & Training Coordination		
Monika Lacna	Monika.Lacna@iru.org	+41 22 918 2739
Ico IRU Academy ATI Management		

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International Road Transport Union, IRU Academy

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