

# **New Member Dashboard**

**User Manual** 

#### How to open and Login in the New Member Dashboard?

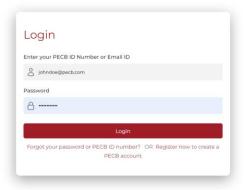
### Option 1:

To access the new dashboard, please follow this link <u>beta.pecb.com</u>.

You can access the New Member Dashboard by using your existing PECB credentials.



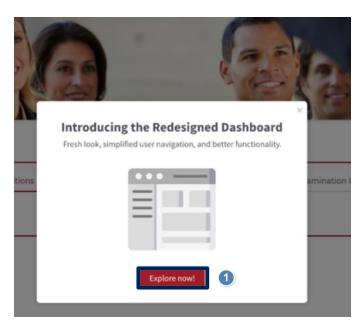
myPECB dashboards



We recommend that you take a few minutes to explore the new design and functionalities, and let us know if you have any questions or concerns.

## Option 2:

You can also access the New Dashboard through pop-ups available in the Current Dashboard.



- (1) "The Explore now!" option is a one-time pop-up notification that appears only on your first login, once the new dashboards are available.
- (2) The "information icon", placed at the bottom right corner of the current dashboard, will be available only while both dashboard versions co-exist, when clicked you will be automatically redirected to beta.pecb.com.



## How to return to the Current Member Dashboard after being redirected to the New Member Dashboard?

After you have been redirected to the <u>beta.pecb.com</u> and in case you want to return to the Classic (Current) dashboard please click on the **"information icon"**, placed at the bottom right corner of the New Member dashboard, where the following is indicated: **"Return to the classic Dashboard"**.

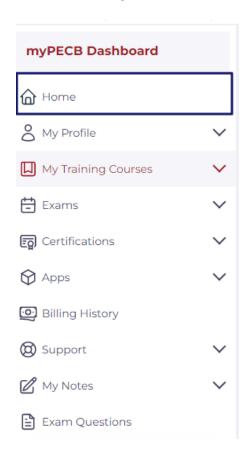


#### What can you access inside the Home page section?

Inside the **Home** section you can access the following information:

- Insights Section
- News Releases
- Upcoming Webinar

#### • PECB Insights Conference 2022 Moments



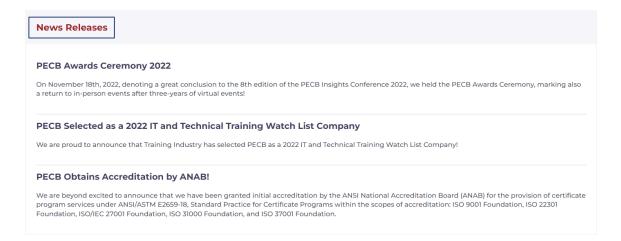
#### Home Page: What do the figures in the Insight Section represent?

The new dashboard homepage is comprised of a new section where you can access insights related to your training courses, exams, and certifications.



- 1. Within the **TRAINING COURSES** section is presented the total number of training courses in which you are enrolled and your attendance is confirmed.
- 2. Within the **EXAMS PASSED** section is presented the total number of exams you have passed.
- 3. Within the **CERTIFICATIONS** section is presented the total number of your valid certificates, earned over time.

#### Home Page: What information is communicated within the News Releases section?



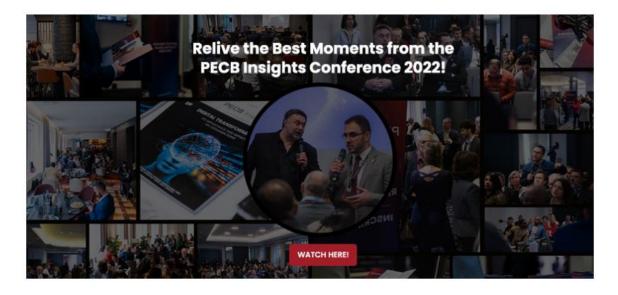
Within the **News Releases** section you can access communications such as the latest news and developments regarding PECB new releases, products, events, etc. A short summary will be provided in the dashboard, and if interested, you will be able to redirect to the page with the full content.

#### Home Page: What information is provided in the Upcoming Webinar section?

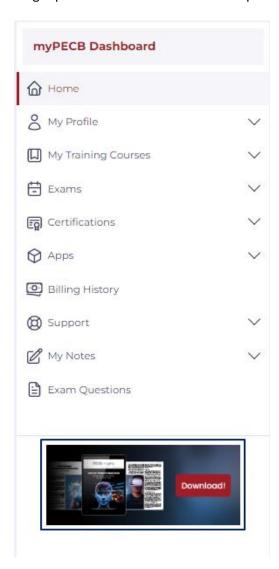


In the **Upcoming Webinar** section, you can be informed regarding the upcoming webinar which will be organized by PECB. If you are interested to attend the webinar you can be easily redirected to the webinar registration form, by clicking on the title. Moreover, if you want to access past webinars organized by PECB click the **View All** button.

Home Page: Relive the Best Moments from the PECB Insights Conference 2022 by clicking the 'WATCH HERE' button inside your dashboard!



To access and download the latest **PECB Insights Magazine** issue click on the **Download** button, on the widget placed at the bottom of the left panel, inside the Member Dashboard.

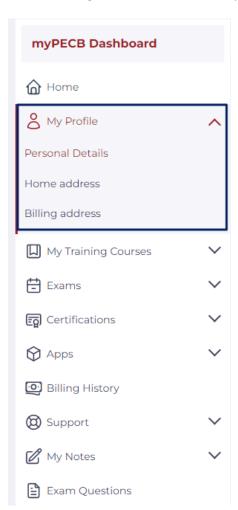


#### What can you access across the left panel of the main menu(s) and sub-menu(s)?

#### What can you access through My Profile menu?

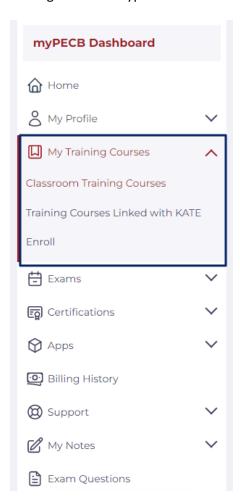
Within **My Profile** menu, you can access and edit your personal details and contact information via the following sub-menus:

- Personal Details: You can edit your data by clicking the Update button. You can upload/update
  your profile picture, change contact information, and other details. When you are done, please
  click on the Save button at the end of the page to update your account info.
- **Home Address:** You can edit your home address information by clicking the Update button. When you are done, please click on the Save button.
- Billing Address: You can edit your billing address information, by clicking on the Billing address.



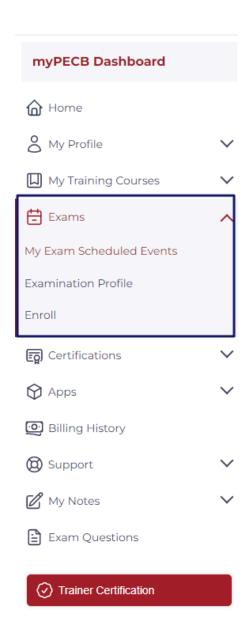
#### What can you access through My Training Courses menu?

Within the available sub-menus listed under **My Training Courses** menu you can find the details of the training courses you are enrolled in, share your training evaluation, access and download Attendance Records, and submit your feedback regarding the training session(s). Link/unlink and monitor devices where your course content is linked under the **Training Courses Linked with KATE** sub-menu. Moreover, if you want to enroll in a new training course, you can access the list of all published training courses by clicking the **Enroll** hyperlink.



#### What can you access through Exams menu?

Within the sub-menus listed under the **Exams** menu you can find the details of the scheduled Exam Events, reschedule and cancel scheduled exam events, access the PECB Exam policies, and other related documents. Create and access your examination profile details, and access the list of all published exam events by clicking the **Enroll** hyperlink.



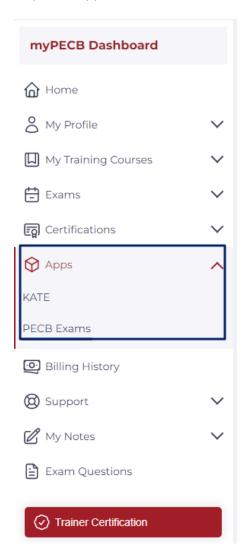
## What can you access through the Certifications menu?

Within the sub-menus listed under the **Certifications** menu you can access details of all the applied certifications, download issued certificates, maintain current certificates and submit new and incomplete applications.



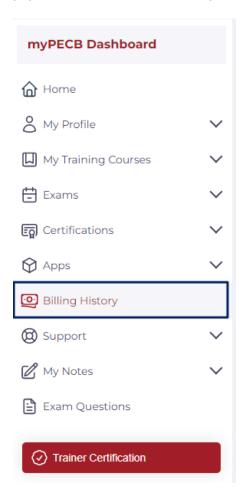
## What can you access through the Apps menu?

Within the sub-menus listed under the **Apps** menu, you have the option to be instantly redirected to the landing page of KATE application(s) and PECB Exams, from where you can access or download the respective applications.



## What can you access through the Billing History menu?

Inside the **Billing History** menu, you can access details of all the already initiated or completed payments, and download the respective invoice.



## What can you access through the Support menu?

Within the sub-menus listed inside the **Support** menu, you have the option to instantly be redirected to PECB Help Center or open a ticket through the Raise a New Ticket sub-menu.

