



GREEN CHEETAH
★ ACADEMY ★

GREEN CHEETAH ACADEMY SYSTEM DOCUMENTATION

For MCs

1.SIGNING INTO THE GREEN CHEETAH ACADEMY SYSTEM



SIGN IN TO GREEN CHEETAH ACADEMY

RECENT CONTENT

- Welcome
1 day 18 hours ago

Username*

Password*

[Request new password](#)

[Log in](#)



- [Download Mobile App](#)

This guide will show you how to sign in to the Green Cheetah Academy system. You will need a username and password to sign in.

Prerequisites

- A computer or mobile device with internet access
- A Green Cheetah Academy account

Steps

1. **Navigate to the Green Cheetah Academy sign in page.**
 - Open a web browser and go to <https://learn.mysol.ug/> redirecting the user to the Green Cheetah Academy sign in page.
2. **Enter your username and password.**
 - In the username field, enter the username associated with your Green Cheetah Academy account.
 - In the password field, enter the password associated with your Green Cheetah Academy account.
3. **Select the Remember Me checkbox.**
 - Selecting the Remember Me checkbox will keep you signed in to the system for a certain period of time. This will eliminate the need to enter your username and password again the next time you access the system from the same computer.

4. Click the Log in button.

- After entering your username and password, click the Log in button to sign in to the Green Cheetah Academy system.

Forgot your password?

If you forgot your password, you can click the "Request new password" link below the password field. This will take you to a page where you can enter your email address to reset your password.

Downloading the Mobile App

If you prefer to use the mobile app, you can download it by clicking the link Download Mobile App and the APK file will download automatically. Upon downloading the file, you will be prompted to install the app.

2.USER PROFILE

The screenshot displays the user profile for Emmanuel Rukundo. At the top, there is a navigation bar with the Green Cheetah Academy logo and menu items: Home, Training, Team Performance, and Resources. The user's name, Emmanuel Rukundo, is shown in the top right corner along with notification icons. Below the navigation bar is a 'Back' button.

USER PROFILE

EMMANUEL RUKUNDO
MySol Champion
ug13235
Mobile No. 256787617581
MC Contract ID ug13235
MC Alternative Contact
MC Reference Contact

Date joined 2024-05-13
Last access 2024-05-13
Member for 4 hours 16 minutes
MC Region Albertine Nile
MC POS Regions
Regional Manager
Field Training Coordinator

0 CONNECTIONS
Manage connections

0 TRAININGS COMPLETED

0 CERTIFICATES RECEIVED

0 BADGES EARNED

0 SKILLS ACQUIRED

TRENDS

Last 7 days

Training(s) completed Current training(s) Certificate(s) received Time spent on Training

Training(s) completed

Current training(s)

Week	Training(s) completed	Current training(s)
Week1	0	0
Week2	0	0
Week3	0	0
Week4	0	0
Week5	0	0

TRAININGS

Name	Progress	Status	Details
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UGANDA GREEN CHEETAH ACADEMY

Contact Us Download Mobile App

The User Profile interface is a dashboard displaying information about the user and their activity on the platform. Here's a quick breakdown:

- **User Information:** Displays basic details like name, contact information, and potentially their role within the system.
- **Activity Summary:** Might show stats like date joined, last access, and time spent learning.

- **Learning Progress:** Shows sections dedicated to completed trainings, current training enrolments, and potentially earned badges, acquired skills and certifications.
- **Trends:** Provides insights into activity over a period, such as completed trainings or time spent learning.

3.TRAINING CATALOGUE

The screenshot displays the 'TRAINING CATALOGUE' interface. At the top, there is a dark navigation bar with the 'GREEN CHEETAH ACADEMY' logo and navigation links: Home, Training, Team Performance, and Resources. A user profile dropdown for 'Emmanuel Rukundo' (MySql Champion) is open, showing a 'Logout' option. Below the navigation bar, a 'Back' arrow is visible. The main heading is 'TRAINING CATALOGUE'. A search bar and a 'Newest' dropdown menu are present. On the left, there are filter sections: 'VISIBILITY' (My trainings), 'CATEGORIES', 'DURATION' (1 Month, 2 months, 2 Weeks), and 'STATUS' (Finished, In progress, To start, Passed, Failed). At the bottom of the filters are 'Reset filter' and 'Apply' buttons. The main content area features four training cards: 'LEVEL 3 : ADVANCED LEVEL TRAINING TROPICS', 'LEVEL 2 INTERMEDIATE TRAINING', 'LEVEL 1 FOUNDATION TRAINING', and '10 MANDATORY COURSES'. Each card includes a 'Learn more' button. The bottom of the page has a light grey footer with the academy logo and links for 'Contact Us' and 'Download Mobile App'.

This guide will provide a brief overview of the navigation elements within the Green Cheetah Academy system.

Home

- This button directs users to the User's Profile page, which enables the User to follow up on their Training Progress.

Training

- This button directs to a section where users can browse training catalogues, search for specific courses, and enrol in programs offered by the Green Cheetah Academy.

Team Performance

- The purpose of this section is to provide users with dashboards or reports on their team's learning progress.

Logout

- This button allows users to sign out of the Green Cheetah Academy system.

Training Catalogue

- This section likely provides a browsable catalogue of all the training courses available on the Green Cheetah Academy platform.

Newest

- This toggle button can be used to sort or filter the course catalogue to show the newest training programs offered by the Academy.

Search Bar

- Users can likely search for specific training courses by keyword or title using a search bar.

Categories

- This section might allow users to filter the course catalogue by various categories (e.g., Business Skills, Software Development).

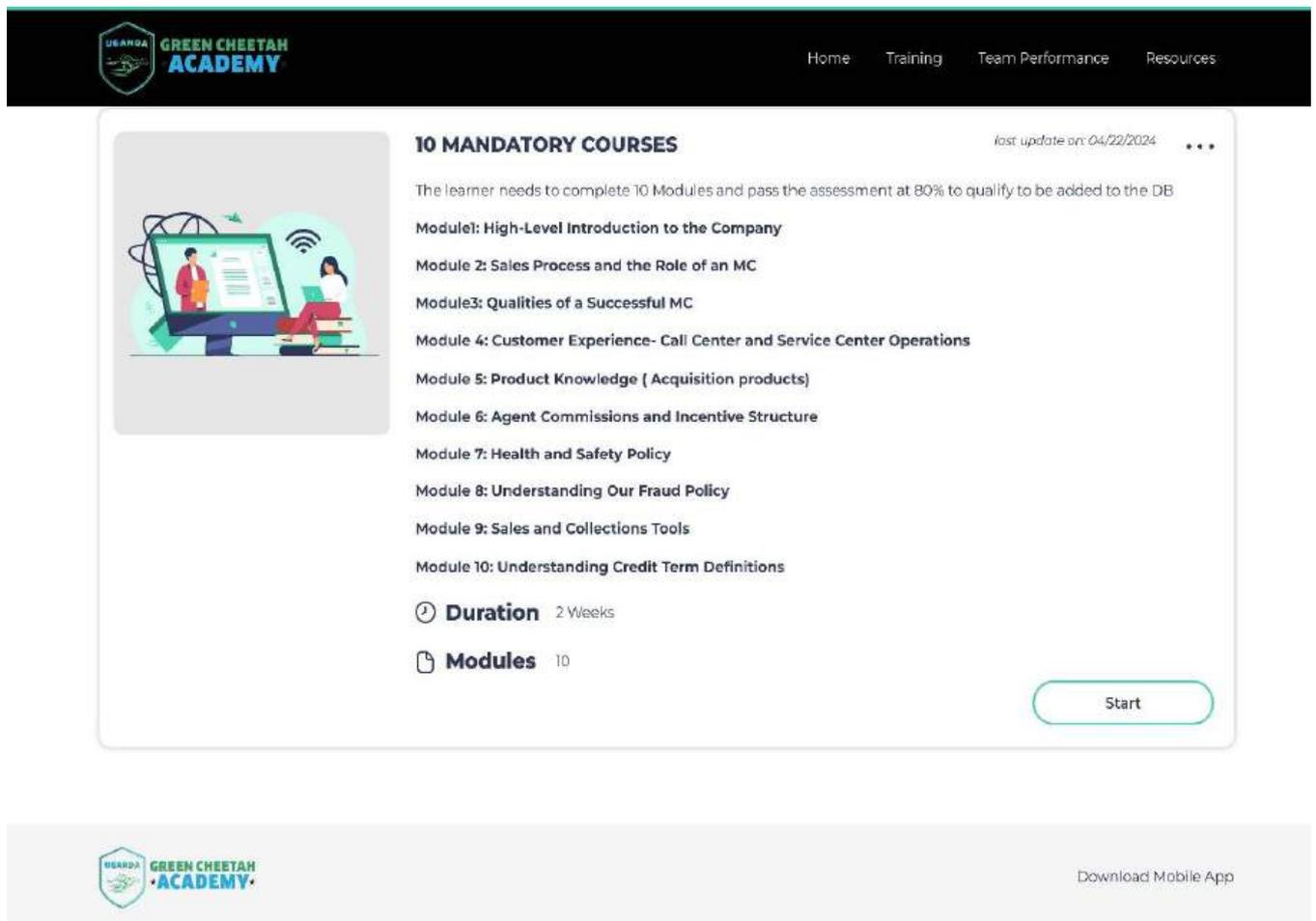
Duration

- This section displays the estimated time commitment required to complete each training course.

Status

- This section indicates the user's progress within each enrolled course. Potential statuses could include:
 - Finished
 - In Progress
 - To Start
 - Passed
 - Failed

3.COURSES



The screenshot displays the Green Cheetah Academy training catalogue. At the top, there is a navigation bar with the logo and the text 'GREEN CHEETAH ACADEMY' on the left, and 'Home', 'Training', 'Team Performance', and 'Resources' on the right. The main content area features a course card for '10 MANDATORY COURSES'. The card includes an illustration of two people working on a laptop, a Wi-Fi symbol, and a globe. The course description states: 'The learner needs to complete 10 Modules and pass the assessment at 80% to qualify to be added to the DB'. The modules listed are: Module 1: High-Level Introduction to the Company; Module 2: Sales Process and the Role of an MC; Module 3: Qualities of a Successful MC; Module 4: Customer Experience- Call Center and Service Center Operations; Module 5: Product Knowledge (Acquisition products); Module 6: Agent Commissions and Incentive Structure; Module 7: Health and Safety Policy; Module 8: Understanding Our Fraud Policy; Module 9: Sales and Collections Tools; and Module 10: Understanding Credit Term Definitions. The course duration is 2 Weeks and it consists of 10 Modules. A 'Start' button is located at the bottom right of the course card. At the bottom of the page, there is a footer with the Green Cheetah Academy logo and a 'Download Mobile App' link.

Course Details

Once a user clicks on a course from the Green Cheetah Academy training catalogue, a new page will display details about that specific course. Here's a breakdown of the information users can expect to find on this page:

Course Title

- The title of the course is displayed prominently at the top of the page. In the image, the course title is *"10 MANDATORY COURSES."*

Course Description

- This provides users with a general overview of the course content and its learning objectives.

Number of Modules

- The number of modules included in the course is displayed. In the image, it's stated that the course consists of *"10 Modules."*

Module List

- A bulleted list displays the titles of all the modules included in the course. In the image, the following modules are listed:
 - Module 1: High-Level Introduction to the Company
 - Module 2: Sales Process and the Role of an MC
 - Module 3: Qualities of a Successful MC
 - Module 4: Customer Experience- Call Center and Service Center Operations
 - Module 5: Product Knowledge (Acquisition products)
 - Module 6: Agent Commissions and Incentive Structure
 - Module 7: Health and Safety Policy
 - Module 8: Understanding Our Fraud Policy
 - Module 9: Sales and Collections Tools
 - Module 10: Understanding Credit Term Definitions

Course Duration

- The total duration of the course is displayed. In the above image, the course duration is stated as *"Duration 2 Weeks."*

Start Button

- A button labelled *"Start"* allows users to begin the course after enrolling.

4.MODULES WITHIN THE COURSE

← Back

MODULE 2: SALES PROCESS AND THE ROLE OF AN MC

10 MANDATORY COURSES
MODULE 1: HIGH-LEVEL INTRODUCTION TO THE COMPANY 2/2 activities done
MODULE 2: SALES PROCESS AND THE ROLE OF AN MC ▶ Module 2 Sales Process Quiz 12 Steps of Customer Onboarding process
MODULE 3: QUALITIES OF A SUCCESSFUL MC 0/3 activities done
MODULE 4: CUSTOMER EXPERIENCE 0/1 activities done
MODULE 5: PRODUCT KNOWLEDGE 0/1 activities done
MODULE 6: AGENT COMMISSIONS AND INCENTIVE STRUCTURE 0/1 activities done
MODULE 7: SALES AND CUSTOMER FOLLOW UP TOOLS 0/1 activities done
MODULE 8: UNDERSTANDING CREDIT AND PORTFOLIO MGT 0/1 activities done
MODULE 9: HEALTH AND SAFETY 0/1 activities done
MODULE 10: EEA UGANDA ANTI-FRAUD EDUCATION CAMPAIGN 0/1 activities done

MODULE 2: SALES PROCESS AND THE ROLE OF AN MC

MODULE 2 : SELLING PROCESS OVERVIEW AND KYC

- 2.1 Defining Selling
- 2.2 What are the key aspects of selling MySol Products
- 2.3 Understanding the Company Sales Process
- 2.4 Twelve steps of customer onboarding process
- 2.5 How to conduct an engaging Sell & Sales Pitch
- 2.6 How to pitch to different customers
- 2.7 Importance of KYC (Know Your Customer) Process
- 2.8 Verification and Authentication Methods
- 2.9 Ensuring Compliance and Data Security



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Back

Next

Module Structure

Each module within a course on the Green Cheetah Academy LMS follows a similar structure:

Module Title

- The title of the module is displayed prominently at the top of the page. In the above image, the module title is *"Module 2: Sales Process and the Role of an MC."*

Training Materials

- The system provides various training materials to help users grasp the concepts covered in the module. Training materials include;
 - Slides: These would likely deliver the core content of the module.
 - Videos: Instructors or experts might present information through videos.
 - Documents or PDFs: Additional downloadable materials might supplement the core lessons.

Assessment

- Each module appears to include a knowledge check, likely in the form of a quiz, questions like multiple choice, true/false, or fill-in-the-blank questions to assess the user's understanding of the covered material.
- Pass Mark: A pass mark is likely established to determine if a user has successfully grasped the module content and can proceed to the next module.

Progressing to the Next Module

- Once a user completes the assessment and achieves a passing score, they likely have the ability to progress to the next module in the course.

ACCESSING THE GREEN CHEETAH ACADEMY PLATFORM ON A MOBILE DEVICE

1.DOWNLOAD THE OPIGNO LMS APP



SIGN IN TO GREEN CHEETAH ACADEMY

RECENT CONTENT

- [Welcome](#)
4 days 15 hours ago

Username*

Password*

[Request new password](#)

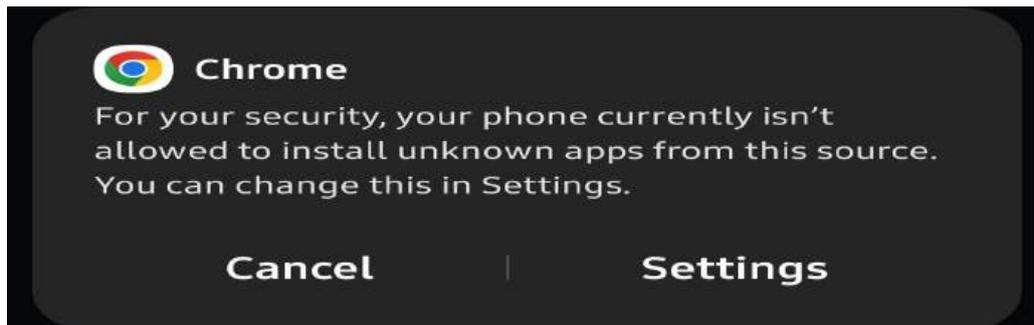
[Log in](#)

- [Download Mobile App](#)

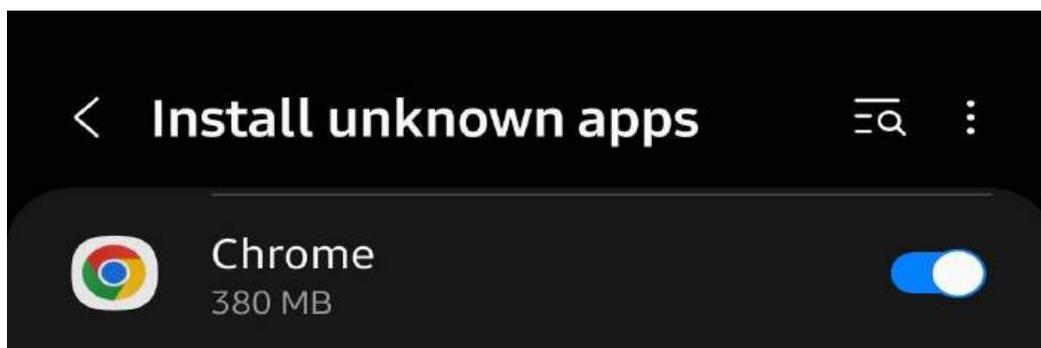
To download the Green Cheetah Academy App, open a browser on your Mobile device and insert the following link <https://learn.mysol.ug/> to access the Green Cheetah Academy Sign in Page. On the Sign in page, click on Download Mobile App to automatically download the APK file.

2.INSTALL THE OPIGNO LMS APP

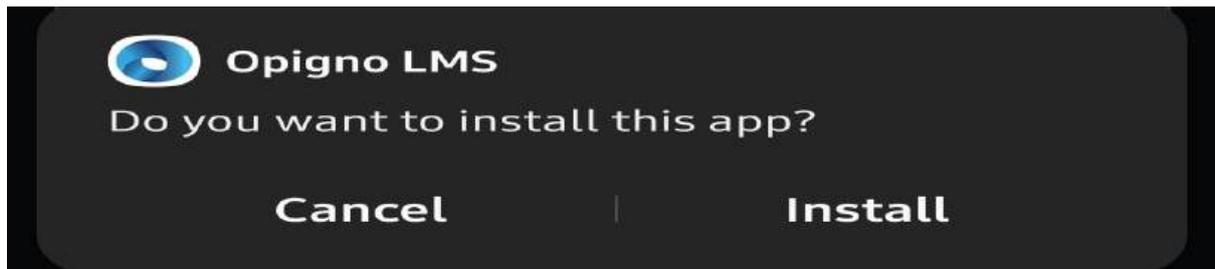
After downloading the Green Cheetah Academy app from <https://learn.mysol.ug/> , find the downloaded file in your browser's downloads section and tap it. This will usually prompt you to install the app directly.



During installation, you might see a message about allowing app installation from unknown sources. If that happens, don't worry! It's just a security measure because you're downloading the app from outside the official app store. To proceed, click on settings and allow app installs from unknown sources.



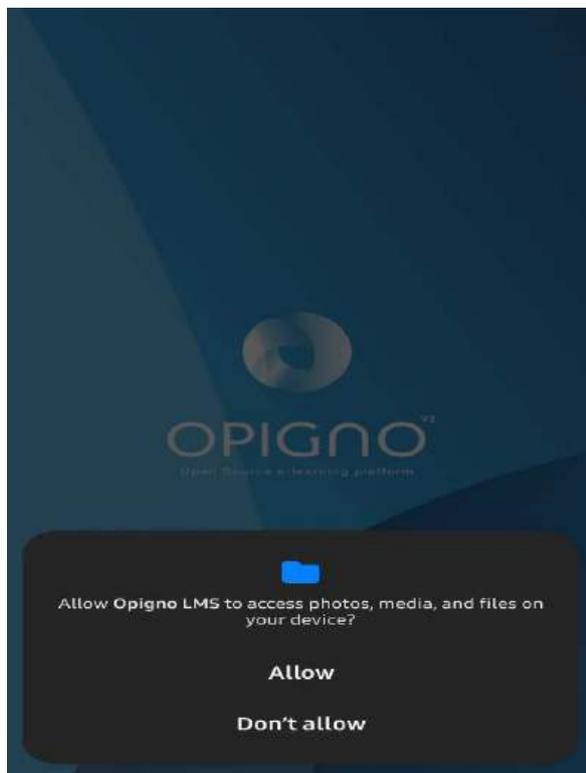
On clicking the settings option, you will be redirected to the install unknown apps setting where you will select the browser you used to install the LMSAPP file.



Upon selecting the browser, a popup will appear prompting you to install the Opigno LMS App.

3.USING THE OPIGNO LMS APP

Upon Successfully installation, once you open the app, your prompted to allow Permissions to the app for it to run smoothly





Welcome to your Opigno LMS application!

You will be able to find on this application all your trainings, follow-up your achievements, be reminded of your next events and milestones, and chat with the other users thanks to the internal messaging.

To get started, you just need to enter the URL of your Opigno LMS platform, and a valid username and password.

Start



Enter your URL Opigno platform

1/2

Next Step

Once you reach this page, you insert the Green Cheetah Academy Website link <https://learn.mysol.ug/> and press Next step



Enter your URL Opigno platform
<https://learn.mysol Ug/>

1/2

Next Step



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Username

Password

Remember me

If you choose to have your credentials stored by the application, then your session will be re-opened automatically by the application when it expires.

2/2

Next Step

The User inserts in their Green Cheetah Academy Username and Password and press Next Step to Login. Below is the Interface of the Green Cheetah Academy App upon successful login.

