



## User Manual for E-Learning

A careful reading of this manual, will make e-learning easy for you.

# N S Toor School of Banking

[www.bankingIndiaupdate.com](http://www.bankingIndiaupdate.com) | [www.youtube.com/nstoor](http://www.youtube.com/nstoor) | 0172-2665623 | [ns.toor@gmail.com](mailto:ns.toor@gmail.com)

*Dear Student,*

We welcome and thank you for choosing our E-Learning platform, for improving your performance in the exam.

We are glad to inform you that we have activated your course today.

**Important :** *Before log in*, read the directions in this document carefully, so that you do not experience any difficulty, to start and complete the enrolled course.

*The course is available at our website* : [www.nstoorschoolofbanking.com/moodle](http://www.nstoorschoolofbanking.com/moodle)

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**Device:** You can use your Lap Top or Tab or Smart Phone (Android) to join this course (*some iPhones or iPad may be incompatible*).

Only *one device of your choice, out of the above*, can be used, for entire duration of the course. In genuine cases, if a device has some issue, our permission may be obtained, to change the device. **If you switch over to alternative device, without our permission, your course may get deactivated after some time automatically.** In that case, you have to get fresh enrollment to the course, by paying prevailing full fee once again.

**Validity period:** It start from the date we send you email containing ID and PW. It is 20 days for Promn Exam, CAIIB-ABM & BFM, JAIIB-PPB and Accounts exam, 15 days for CCP, JAIIB-Legal, CAIIB-Retail exam, 5 days for B-Sheet, Forex, MCQs and 10 days for Accounts & Economics exam. **Enhanced validity period up to 30 days is also available for some courses, when enhanced fee is paid in advance.** This period was informed to you before you enrolled for the course. Please ensure to complete the course on time, in your own interest. **If you do not complete it during validity period for any reasons, you will need to enroll afresh, by paying full fee again.**

**Changes in the profile at our website:** Please do not make any change in the profile / account created by us, for you at our website, so that you could run the course. If you make any change in the profile, it will deactivate the course automatically. Re-activation shall be possible only after paying full fee again.

**Software and broad band requirements:**

- (a) MS Windows version - Windows 7 or above.
- (b) Adobe Flash Player (freely downloadable from Adobe website).
- (c) Internet Broadband connection with good speed on continuous basis

**Important:** We would like to state that all these conditions were explained to you before you had enrolled for the course. If these conditions are not acceptable to you for any reason and you want to opt for refund, *please do not log in the course* & send us request for refund within 24 hours.

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*Refund facility will not be available in case of broad band internet speed issue, which is the basic requirement to run this course.*

## Procedure to start the course:

1. Open [www.nstoorschoolofbanking.com/moodle](http://www.nstoorschoolofbanking.com/moodle)
2. Log in [from top-right side](#), by using your log ID and PW, provided by us.
3. After log-in, [click](#) SITE HOME (in left column).
4. [Click](#) your course, which is visible on your screen.
5. After reading the important notice, [click](#) the related link to watch videos.
6. Insert the watch-video pass word provided to you, to watch individual videos.

## Suggestions for Effective Learning

- 1) You must prepare class-room notes by handwriting, while watching video lectures. To complete these notes, you can pause a video or replay it in case of need. It is in your interest not to proceed to next slide, till you complete your notes.
- 2) Revision should be from class-room notes and not from the video lectures.

**All rights relating to these video lessons are reserved. No portion of these video lessons to be copied in any form or stored in a retrieval system or transmitted, in any form or by any means; electronic, mechanical, photocopying, recording or otherwise, without our prior written permission. Breach of this condition is liable for legal action. All disputes are subject to Chandigarh jurisdiction.**

Please do not send any DOWNLOAD request, as downloads are not available.

Thank U and Happy Learning