



Functionality of the New Digital MOC (DMOC) & Skillpipe Reader

Portability

Through the Skillpipe Online E-Reader, students can easily access course materials and notes in the classroom, at home, in the office, or anywhere with internet access. An offline reader is available for download to access the courseware in absence of internet, as well. All future digital courseware is stored in the student's Skillpipe E-Reader account "library", so it's easy to access any piece of DMOC courseware in the same place.

Accessibility and Flexibility

The Skillpipe Online E-Reader does not require a download. Access to the reader is granted upon a simple registration process (First Name, Last Name, Email, Password). Upon accepting the terms for the courseware on the Skillpipe website, the courseware can then be consumed on a variety of devices (see bottom of page).

Enhanced Note Taking and Markup Tools

Professionals can quickly and easily utilize their digital materials before, during, and after class using features such as notes, highlights, and font and size changes. All notations will save/synchronize when using the Online Reader. Offline notes will synchronize when the device connects to the internet.

Shared Notes

Students using the courseware on a laptop or desktop computer can choose whether to make each note public (viewable by classmates and the trainer in that specific course) or private (viewable only by self). The benefit is the trainer and students can share notes for enhanced learning.

Searchability and Navigation

Professionals can quickly find answers and topics of interest through a full text search. All notes are also fully searchable. Students can also click on chapters on the Table of Contents or their own bookmarks to navigate to particular lessons quickly.

Copy and Paste

Students can easily copy and paste code snippets or other excerpts from their DMOC.

Printing

If physical content is desired, courseware in the Skillpipe E-Reader can be printed on a chapter-by-chapter basis. Each page will have a watermark with the student's Skillpipe email address.

Supported Devices, Browsers, and Operating Systems*

Online Reader – Current and immediately prior versions of IE, Firefox, Safari, and Chrome (on Win7, Vista and Mac OS X)

Offline Reader App – Windows 7 + Windows Vista

Windows 8 – Full support for IE10, including touch (online), plus Metro style app planned for Q1 2013

iOS + Android – via browser (online)

**If using a tablet to access DMOC, please note your tablet may have its own highlight/copy/paste e-reader functionality that may override the functionality of Skillpipe. You'll still be able to access the course content, but may not be able to manipulate the content the same way as you can on a desktop or laptop PC.*



How You'll Access Your New Digital Courseware for Class

1. If you're taking a Centriq Microsoft Official course at **Centriq's Leawood facility**:

- a. You'll receive a 16 digit redemption code at Centriq's lobby check-in area your first day of class.
- b. You'll go to the Skillpipe Reader website in the classroom and will go through a simple registration process to create your Skillpipe Account (unless you already have an account). Save your credentials, as you'll use these for all DMOC training in the future.
- c. Once logged into Skillpipe, you'll enter your 16 digit code to populate your courseware in the Skillpipe Reader.
- d. Once you accept the terms for the content, you'll be able to utilize the courseware and Skillpipe functionality on your classroom computer. If you bring a personal tablet or laptop along to class, you could also use Skillpipe on those devices.
- e. If you prefer print courseware, Skillpipe allows students to print content on a chapter-by-chapter basis and the pages are watermarked with your student email.
- f. Your trainer is available for questions and support.

2. If you're taking a Centriq Microsoft Official course **remotely from your home or office**:

- a. You'll receive a 16 digit redemption code and instructions via email 1-2 business days prior to your class start date.
- b. From the computer you're using for training, you'll go to the Skillpipe Reader website as specified and will go through a simple registration process to create your Skillpipe Account (unless you already have an account). Save your credentials, as you'll use these for all DMOC training in the future.
- c. Once logged into Skillpipe, you'll enter your 16 digit code to populate your courseware in the Skillpipe Reader.
- d. Once you accept the terms for the content, you'll be able to utilize the courseware and Skillpipe functionality on your computer. If you prefer to use your courseware on a tablet device, you can login to Skillpipe from that device (after you accepted the terms for the courseware on an actual desktop or laptop).
- e. If you prefer print courseware, Skillpipe allows students to print content on a chapter-by-chapter basis and the pages are watermarked with your student email.
- f. Your trainer is available for questions and support.