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The LMS365 SCORM & AICC Player

In this section you will acquire general information about two major technical standards for the e-learning content.

Sharable Content Object Reference Model (SCORM) and Aviation Industry Computer-Based Training Committee (AICC) are the standards that define how e-learning courses collaborate with learning management systems.

SCORM is used for creating units of online training material that can be shared across systems. It is followed by major e-learning actors like NETg, Macromedia, Microsoft, Skillsoft, etc. There are three main levels:

- Economic level. SCORM allows whole courses or small content units to be reused on different Learning Management Systems (LMS) through the separation of content and context.
- Pedagogic level. SCORM integrates the notion of pre-requisite or sequencing (e.g. "You cannot go to chapter 2 until you pass Quiz 1").
- Technological level. SCORM generates a table of contents as an abstraction layer situated outside the content and the LMS. It helps the content and LMS communicate with each other. Communication is performed by means of bookmarks ("Where is John in the course?"), scoring ("How did John pass the test?") and time ("How much time did John spent in chapter 1?").

The LMS365 is compliant with AICC educational standard as well.

The LMS365 SCORM & AICC Player provides users with a list of SCORMs and AICCs along with their status which allows monitoring progress in passing SCORMs and AICCs. It allows uploading Content Packages, gives learners access to SCORMs and AICCs as well as allows them to view, review, continue, and delete their attempts.

Adding and uploading Content Packages

In this section you will find out how to add or upload Content Packages to your course.

- ① The LMS365 SCORM & AICC Player allows you to upload SCORM and AICC packages. Currently 1.2 and 1.3 (2004) SCORM versions and AICC version 4.0 (2004) are supported.
- ① If you create SCORM packages via Articulate Storyline, choose Passed/Incomplete option for "Report status to LMS". Thus, both success and completion statuses will be recorded in the LMS365.

1. Go to LMS365 Admin Center.
2. Click the Course List in the Course Management section.
3. Select the needed Course.
4. Select Manage SCORM & AICC Packages on the Course Management actions panel.
5. Click Add a Content Package button.
 - a. **Adding** the Content Package:

- ① Please be aware that all new Content Packages, that are added to the Course will automatically be marked as required to complete the Course.
- ① To change the completion option, navigate to Course Management actions panel > Course Completion Settings > define the learning items to complete the Course.

- Select the Content Package to be added to the current course site.
- Click Save button.

b. **Uploading** the Content Package:

- Click Upload a Content Package button and select the Content Package to be uploaded on your local computer.
- Complete the required fields in the opened form. Click [settings](#) to be acquainted with the description of all the settings.
- Click Save button to save set settings or cancel button to go back to the Add a Content Package form.

Uploaded Package appears in the Content Package Storage. You can sort Content Packages there by title, by the user who modified them as well as by the version.

i You can also upload a Content Package when in Course Edit mode, from the Learning Module Builder creation form or from Content Package Storage (for Course Catalog admins only).

To upload a new Content Package directly to the Content Package Storage, go to the Admin Center > Manage Content > Content Package Storage and then click Upload a Content Package button. After you have selected a Package to be uploaded from your local computer, to complete the uploading process please follow [these steps from the point b.](#)

Settings for uploading Content Packages

In this section you will acquaint with general and advanced settings for SCORM and AICC Packages.

Title. Defines a name as it will appear in the headings and links throughout the site. Enter a name for the uploaded Content Package.

Description. Defines a descriptive text that will help site visitors use the resource. Enter description text for the uploaded Content Package.

Sharing by Course. Determines the definite place from where the Content Package was uploaded.

Sharing to. Defines the sharing area of the Content package. You can choose from the following options in the drop-down menu:

- Not shared – the Content Package can be used only in the Course or Course Catalog it was uploaded to.
- Shared to Courses – the Content Package can be used (viewed/edited) in the Courses it has been shared with.
- Shared to Course Catalogs – the Content Package can be used (viewed/edited) in selected Course Catalogs.
- Shared to all – the Content Package can be used (viewed/edited) in all Course Catalogs.

There are two types of access to the uploaded Content Package: **read only** means that the changes are not allowed, **read and edit** means that there is a possibility to make changes in the Content Package.

Allowed number of attempts per user. Specify the number of attempts the user can take the Content package (default value is set to 1).

i For Lynda AICC Packages the number of attempts is always set to 1. The user who has once passed the Package cannot pass it repeatedly.

Timeout between attempts. Specify the period between attempts (can be specified in seconds, minutes, hours, days or weeks).

Open player in separate window. Select this option to open SCORM & AICC Player in a new window. If the option is unselected, Player will be opened on the same page. Please note that when this option is checked, the following options will be hidden: "Show node completion status", "Use control mode flow for all nodes", "Show navigation controls", and "Show Table of Content".

i If you select "Open Player in separate window" option for external packages (e.g. Lynda Packages), Advanced Settings will be hidden on Content Package Settings form.

The system automatically determines which content type (SCORM or AICC) is uploaded. Look through advanced settings for SCORM Packages or [advanced settings for AICC content type](#) to be acquainted with the description of all the settings.

Advanced Settings for SCORM Packages

Show statistics for learner. Select this option to show the result page after completing the SCORM attempt.

Treat complete as passed. Select this option to consider the complete status as passed.

Finish by lessons status. Select this option to specify if an attempt is finished when lesson status for all elements is set. After this option is selected, 2 options will automatically be selected:

- **Redirect to statistics page when complete.** Automatically redirects user to statistics page when SCORM is completed.
- **Go to next SCO automatically.** Automatically moves user to the next SCO element. Works only for Intermediate SCO element.
 - If "Go to next SCO element automatically" option is checked, the system automatically moves to the next SCO element if the element is intermediate.
 - If the system receives from LMS Finish Positive status (completed/passed), it automatically moves to the next SCO element. If the system receives another status, nothing happens.

Show node completion status. Select this option to display the current completion status of SCORM items.

Use control mode flow for all nodes. This option is selected by default for sequencing control flow. It is used for a better end-user experience with different kinds of SCORM packages. If this option is selected, after attempting to take the SCORM, you will be redirected right to the SCORM (questions or description if there is any). If the option is not selected, the sequencing flow may be violated for the SCORMS where the control flow is set to False by default. The corresponding message will appear. The SCORM content is to be selected manually on the Tools menu. Select/do not select this option depending on how you want to implement the sequencing.

❗ In SCORM 1.2 if SCO element has completed status "Passed" or "Completed", the system automatically moves to the next SCO element. If SCO element has completed status "Failed" or "Incomplete", the system does not move to the next SCO element. In SCORM 2004 if among SCO element with completed or success status, there is at least one element with status "Passed" or "Completed", the system automatically moves to the next SCO element.

If "Go to next SCO automatically" option is unchecked, to move to the next SCO element, user should click Next button.

Allow user to resume incomplete attempt if Completion Status = 'No'. This option allows users continue an incomplete attempt when SCORM completion status = 'No'. Some SCORM Packages set this status immediately when starting a SCORM resulting in New Attempt button being displayed to the Learner instead of Continue button.

In the table below possibility to continue attempt depending on status is described:

Completion Status	Success Status	Possibility to Continue Attempt
Yes	Yes	Continue is impossible - it is successful attempt
Yes	No/Empty	Continue is impossible - this can only happen in SCORM 2004 if "Treat Completed as Passed" is disabled
Empty	Any Status	Continue is possible - such attempt is incomplete, it is not finished attempt. i.e. you can Suspend the attempt
No	Any Status	Continue is possible

❗ Continue button opens the last from "Incomplete" and "Incomplete with completion status=No" attempts (it depends on their order). After clicking Continue button, user is redirected to the SCO element on which he/she stopped last time.

Submit result to LMS asynchronously. Select this option to allow Content Package to send results to the server asynchronously in order not to interrupt proceeding the attempt.

❗ If your Content Package has been built by the ISpring Suite provider, enable this option for the correct work of the Package. If you are unsure whether the Package supports such option, please contact your SCORM Authoring Tool vendor.

Show LMS365 navigation controls. Select this option to display the buttons for switching between the SCORM items. After this option is selected, the next 3 options will automatically be selected. You can also select the options separately.

Show LMS365 Table of Content. Select this option to display the table of content in the SCORM Player. The width of the table of content can be set in pixels.

Advanced Settings for AICC content type

ⓘ "Show Submit button" and "Automatically close the Player" are mutually exclusive options (i.e. you can choose only one of them).

Show Submit button. Select this option to display Submit button in the Player.

Automatically close the Player. Select this option to automatically close the Player after passing the AICC Package.

Managing Content Packages

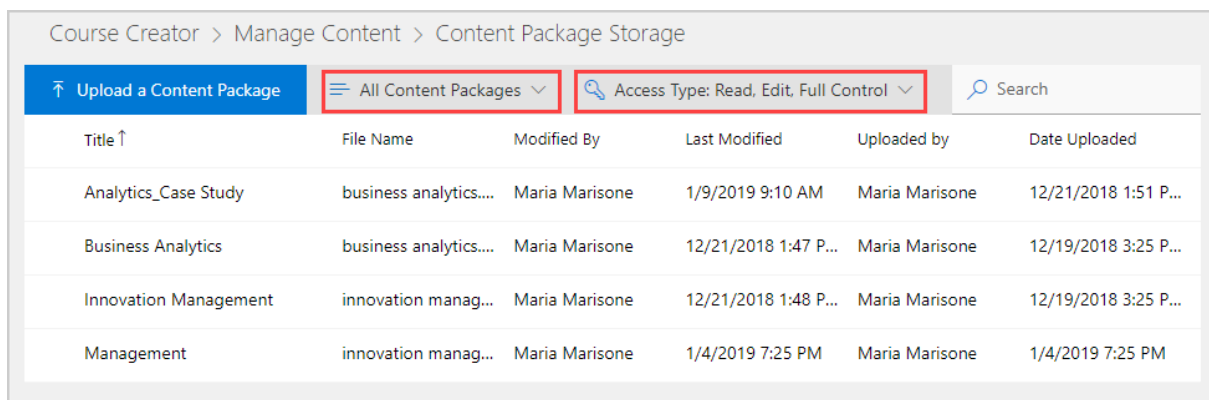
Managing Content Packages in the Content Package Storage

In this section you will learn how to modify Content Packages from the Content Package Storage.

To see the list of available Content Packages, please do the following:

1. Go to LMS365 Admin Center.
2. Click the Manage Content section.
3. Select the Content Package Storage.

To make it faster to find the appropriate Content Package, filter it by the type of a Content Package (click Package Type filter) or by the access (click Access Type filter) or use the search functionality:

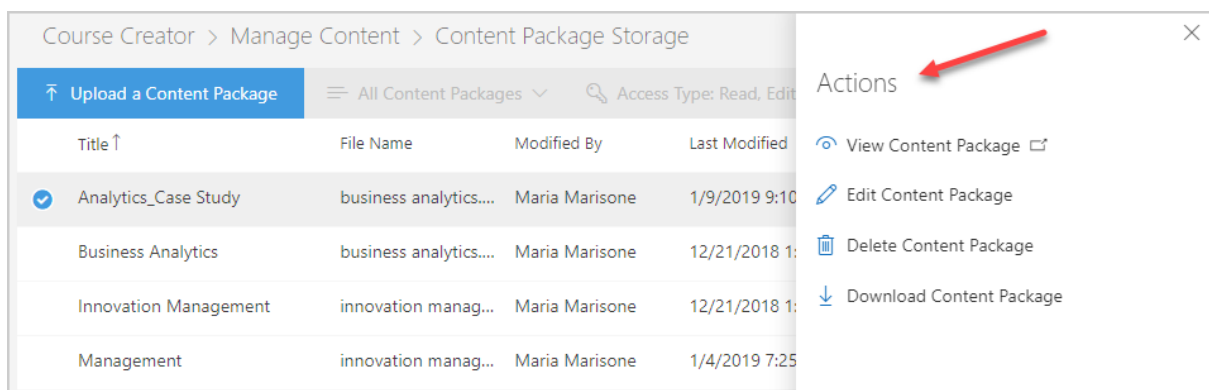


Course Creator > Manage Content > Content Package Storage

Upload a Content Package | All Content Packages | Access Type: Read, Edit, Full Control | Search

Title ↑	File Name	Modified By	Last Modified	Uploaded by	Date Uploaded
Analytics_Case Study	business analytics....	Maria Marisone	1/9/2019 9:10 AM	Maria Marisone	12/21/2018 1:51 P...
Business Analytics	business analytics....	Maria Marisone	12/21/2018 1:47 P...	Maria Marisone	12/19/2018 3:25 P...
Innovation Management	innovation manag...	Maria Marisone	12/21/2018 1:48 P...	Maria Marisone	12/19/2018 3:25 P...
Management	innovation manag...	Maria Marisone	1/4/2019 7:25 PM	Maria Marisone	1/4/2019 7:25 PM

To see all available actions for the required SCORM/AICC, click the required Package:



Course Creator > Manage Content > Content Package Storage

Upload a Content Package | All Content Packages | Access Type: Read, Edit, Full Control | Search


Title ↑	File Name	Modified By	Last Modified
Analytics_Case Study	business analytics....	Maria Marisone	1/9/2019 9:10 AM
Business Analytics	business analytics....	Maria Marisone	12/21/2018 1:47 P...
Innovation Management	innovation manag...	Maria Marisone	12/21/2018 1:48 P...
Management	innovation manag...	Maria Marisone	1/4/2019 7:25 PM


Actions


- View Content Package
- Edit Content Package
- Delete Content Package
- Download Content Package

According to the permission level of current Package and the type of the Package you will have the different options on the actions panel:

- Users with full control access permission to the required SCORM/AICC have a possibility to [View](#), [Edit](#), [Delete](#) and [Download](#) Content Packages.
- Users with read and edit access permission to the required SCORM/AICC have a possibility to [View](#) and [Edit](#) Content Packages.
- Users with read only access permission to the required SCORM/AICC have a possibility to [View](#) and find out the information about the Content Package.

To **view** a Content Package click View Content Package button  on the actions panel. The Package will be opened in a new tab so you can browse it.

 This option is not supported for AICC Packages.
When the Package is opened in the View mode, it may allow a user both to navigate between the nodes and to hide the assessments. The later depends on the Content Package.

To **edit** a Content Package, click Edit Content Package Button  on the actions panel and make necessary changes to Content Package. There you can change title, description and number of attempts per user:

Uploaded by. Defines the user who uploaded the Content Package.

Modified by. Defines the user who makes changes.


Upload a new version. Click this option to upload a new version of the Package with new content.

Sharing to. Defines the sharing area of the SCORM Package. In the drop-down menu choose from the following options:

- Not shared – the Content Package can be used only in the Course or Course Catalog it was uploaded to.
- Shared to Courses – the Content Package can be used (viewed/edited) in the Courses it has been shared with.
- Shared to Course Catalogs – the Content Package can be used (viewed/edited) in selected Course Catalogs.
- Shared to all – the Content Package can be used (viewed/edited) in all Course Catalogs.


Timeout between attempts. Specify the period between attempts (can be specified in seconds, minutes, hours, days or weeks).

Open Player in separate window. Select this option to open SCORM & AICC Player in a separate window. If the option is unselected, Player will be opened on the same page. Please note that when this option is checked, the following options will be hidden – Show node completion status, Use control mode flow for all nodes, Show navigation controls, and Show Table of Content.

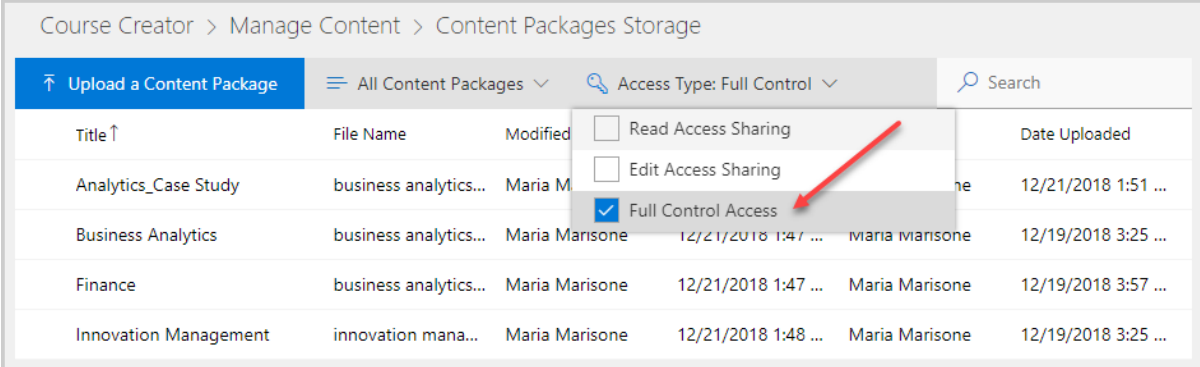
 If you click the Cancel button all the new changes are not be saved even if new version had already been uploaded.

The Package name should be the same as the name of the old Package.

After updating a new version of the Package, old attempts will not be lost, information will be kept by the system (the changes will be applied for the not completed and new attempts). Learners who have started but not completed their attempts will be allowed to finish their attempt using the older version of content.


To **delete** a Content Package click Delete Content Package button  on the actions panel. To confirm that you want to delete this Content Package click Delete, otherwise click Cancel.

You can delete more than one Package only in the Content Package Storage and only when filter "Full Control Access" is selected:



The screenshot shows the 'Content Packages Storage' interface. At the top, there is a breadcrumb trail: 'Course Creator > Manage Content > Content Packages Storage'. Below this is a navigation bar with 'Upload a Content Package' (with an up arrow icon), a filter for 'All Content Packages', an 'Access Type: Full Control' dropdown menu, and a search field. The main area contains a table with columns: 'Title ↑', 'File Name', 'Modified', 'Access Type', and 'Date Uploaded'. The table lists several packages, including 'Analytics_Case Study', 'Business Analytics', 'Finance', and 'Innovation Management'. A dropdown menu is open over the 'Access Type' column, showing options: 'Read Access Sharing' (unchecked), 'Edit Access Sharing' (unchecked), and 'Full Control Access' (checked). A red arrow points to the 'Full Control Access' option.

Title ↑	File Name	Modified	Access Type	Date Uploaded
Analytics_Case Study	business analytics...	Maria M	Full Control Access	12/21/2018 1:51 ...
Business Analytics	business analytics...	Maria Marisone	Full Control Access	12/19/2018 3:25 ...
Finance	business analytics...	Maria Marisone	Full Control Access	12/19/2018 3:57 ...
Innovation Management	innovation mana...	Maria Marisone	Full Control Access	12/19/2018 3:25 ...


To **download** a Content Package click Download Content Package button  on the action panel. If you want to download more than one Package, first filter the Packages by the Full Control Access, and then choose Download Content Package action.

Managing Content Packages from the Course

In this section you will figure out how to modify Content Packages from the Course.

To **view** Content Packages added to the course, please do the following:

1. Go to LMS365 Admin Center.
2. Click the Course List in the Course Management section.
3. Select the needed Course.
4. Select Manage SCORM & AICC Packages on the Course Management actions panel.

If you want to change the order of the Content Packages on the Course page, use the drag-and-drop button  and drag item to the right place:

Course Creator > Course List > Business Management > Manage SCORM & AICC ... [Course Management](#)

+ Add a Content Package

Title	Type	Course Completion	Progress
Introduction to LMS	SCORM	• Yes	<div style="display: flex; justify-content: space-between;"> 33% 67% </div>
Business analytics	SCORM	• No	<div style="display: flex; justify-content: space-between;"> 67% 33% </div>


● Not Started
 ● In Progress
 ● Failed
 ● Completed

i Course Completion column shows whether the Content Package is required to complete the Course or not. To define Content Packages for Course completion, navigate to Course Management> Course List> required Course>Course Completion Settings.


5. Click the required Package.

According to the permission level of current Package and the type of the Package you will have the different options on the actions panel:

- Users with full control access permission to the required SCORM/AICC have a possibility to [View](#), [Remove](#), [Edit](#), [Delete](#) and [Download](#) Content Packages as well as [View Learner's Details](#).
- Users with read and edit access permission to the required SCORM/AICC have a possibility to [View](#), [Remove](#) and [Edit](#) Content Package as well as [View Learner's Details](#).
- Users with read only access permission to the required SCORM/AICC have a possibility to [View](#), [Remove](#), find out the information about the Content Package as well as [View Learner's Details](#).

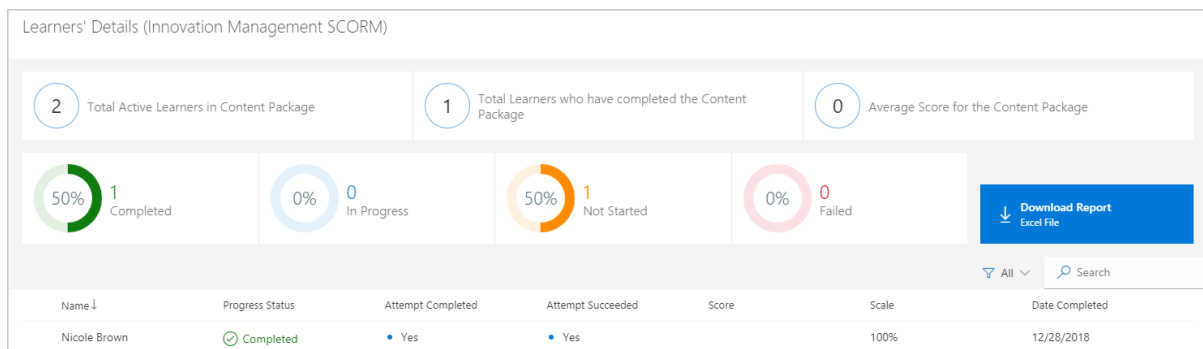
To **view** the Content Package click View Content Package button  on the actions menu. The package will be opened in a new tab so you can browse the SCORM.

i This option is not supported for AICC Packages. When the Package is opened in the View mode, it may allow a user both to navigate between the nodes and to hide the assessments. The later depends on the Content Package.

To **remove** the Content Package from the Course click Remove Content Package button  on the actions menu. The selected Content Package will be removed from the course level.

To **view Learner's Details** click View Learner's Details button  on the actions menu.

There are statistics with diagrams according to Completed, In Progress, Not Started and Failed Attempts:



❗ For AICC package Success Status and Scale columns are not displayed. If Learner had more than one attempt, the results of the last one will be displayed.

You can find the following information there:

Name column. Shows name of learner.

Progress Status column. Shows learner's attempt status:

- Not Started status – an attempt has not been started yet;
- In Progress status – an attempt has been started, but has not been finished;
- Completed status – an attempt has been completed;
- Failed status – an attempt has been finished unsuccessfully;
- Out of attempts – an attempt has been finished unsuccessfully and there are no attempts left;

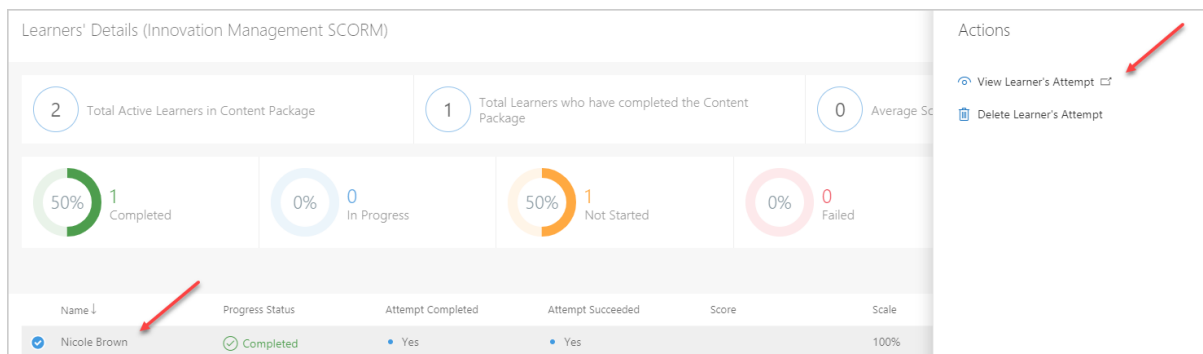
Attempt Completed column. Shows learner's completion status of attempt.

Attempt Succeeded column. Shows learner's success status of attempt.

Score column. Shows learner's score got per attempt if it's provided by SCORM package.

Scale column. Shows learner's scale got per attempt if it's provided by SCORM package.

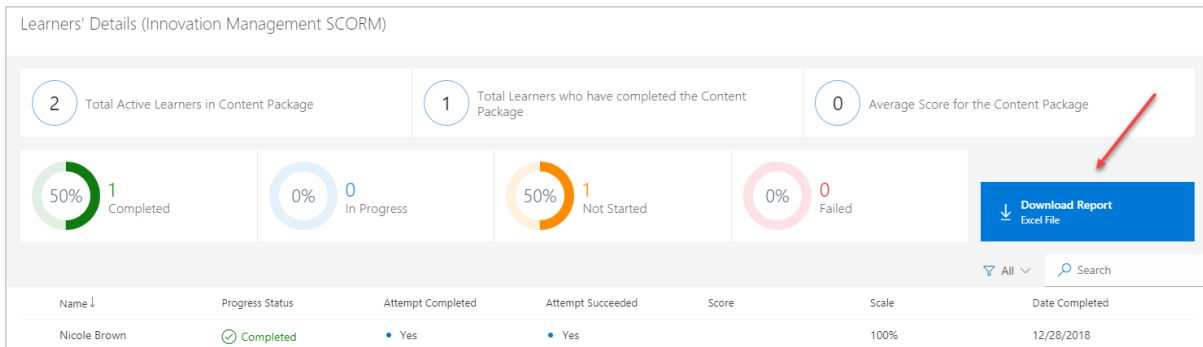
To view or delete learner's attempt click the user and choose one of these options on the actions panel:



i When the SCORM package is opened in the Review mode (if available), it may allow you to navigate between the nodes. Also, it allows to show both the user's answers and the correct answers for the assessments. The later depends on the SCORM package.


When you open an unfinished attempt in the Review mode, you will be redirected to the first slide, as opposed to a slide where users stopped the attempt.

Information displayed on the Content Package Details page can be downloaded to your local computer in an Excel document (.xlsx). To do this, click the Download Report button:



A document will be downloaded to your computer. The information will be presented in the following form:

Name	Completion Status	Success Status	Score	Scale	Status	Date Completed
Tenant Admin	No	No	33	33	In Progress	31.01.2019
Tanja Wolf	Yes	Yes	100	100	Completed	30.01.2019
Anne-Katarine Weise					Not Started	

To **edit** a Content Package, click Edit Content Package button  on the actions panel and make necessary changes to Content Package. There you can change title, description and number of attempts per user:

Uploaded by. Defines the user who uploaded the Content Package.

Modified by. Defines the user who makes changes.

Upload a new version. Click this option to upload a new version of the Package with new content.

Sharing to. Defines the sharing area of the SCORM Package. In the drop-down menu choose from the following options:


- Not shared – the Content Package can be used only in the Course or Course Catalog it was uploaded to.
- Shared to Courses – the Content Package can be used (viewed/edited) in the Courses it has been shared with.
- Shared to Course Catalogs – the Content Package can be used (viewed/edited) in selected Course Catalogs.
- Shared to all – the Content Package can be used (viewed/edited) in all Course Catalogs.


Timeout between attempts. Specify the period between attempts (can be specified in seconds, minutes, hours, days or weeks).

Open Player in separate window. Select this option to open SCORM & AICC Player in a separate window. If the option is unselected, Player will be opened on the same page. Please note that when this option is checked, the following options will be hidden – Show node completion status, Use control mode flow for all nodes, Show navigation controls, and Show Table of Content.

i If you click the Cancel button all the new changes will not be saved even if new version had already been uploaded.
The Package name should be the same as the name of the old Package.

After updating a new version of the Package, old attempts will not be lost, information will be kept by the system (the changes will be applied for the not completed and new attempts). Learners who have started but not completed their attempts will be allowed to finish their attempt using the older version of content.

To **delete** a Content Package click Delete Content Package button  on the actions panel. To confirm that you want to delete this Content Package click Delete, otherwise click Cancel.

To **download** a Content Package click Download Content Package button  on the action panel. If you want to download more than one Package, first filter the Packages by the Full Control Access, and then choose Download Content Package action.

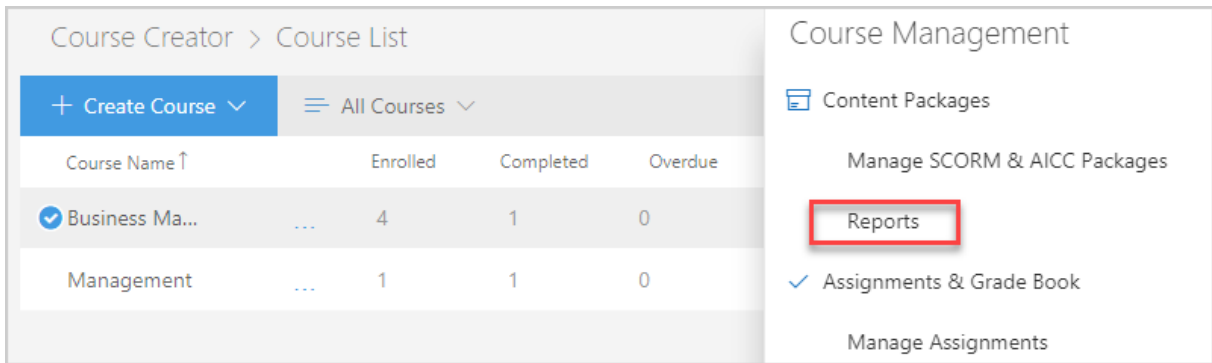
Reports

In this section you will learn how to create custom reports.

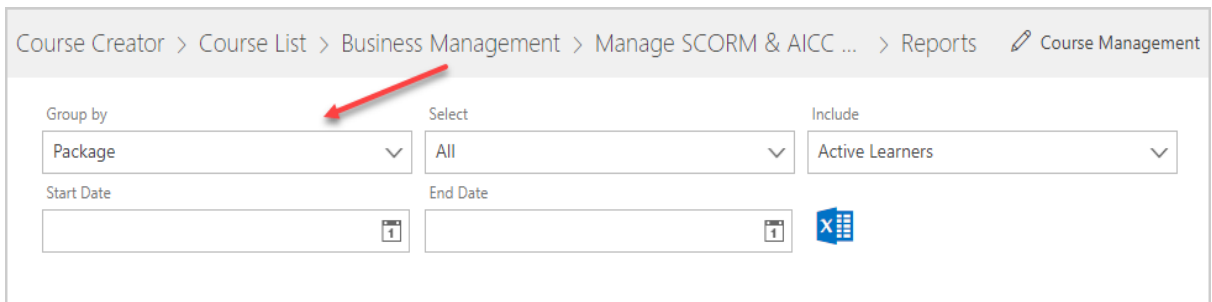
Reporting functionality is available for the LMS365 SCORM & AICC Player for Administrators and contains information related to SCORM/AICC attempts. Reports are scoped to site level.

To create a report, please do the following:

1. Go to LMS365 Admin Center.
2. Click the Course List in the Course Management section.
3. Select the needed Course.
4. Click Reports on the Course Management actions panel:



On the opened Reports page select the group (by Package or by Learner) from the drop-down list. Use filters to create a report:



Select. Select from the drop-down list a training package for which the report will be created.

Include. Select type of learners to include in the report: Active, Inactive (disabled users are also shown in Inactive Learners type) or All.

Start Date. Select start date for the Report.

End Date. Select end date for the Report.

❗ Start and End Date filtration is based on the status of attempts made in the selected period of time.

To **download** the report click Create Report button  .

An .xlsx report will be created and downloaded to your computer. It contains the following information:

Package Name	Upload Date	Tags	Number of Learners	Number of Attempts	Average Time	Score	Date Completed	Course Site
innovation management.zip	17-12-18		5	2		66.50		
	Learner's Name	Status	Passed (SCORM only)	Number of Attempts	Average Time	Score	Date Completed	Course Site
	Markus Fisher	In Progress	No	1	35s	33.00	19-12-18	Business Management
	Tanja Wolf	Completed	Yes	1	36s	100.00	20-12-18	Business Management
	Anne Weise	Not Started		0	0s			Business Management
business analytics.zip	19-12-18		5	1		67.00		

The report contains the following information:

Package name. Contains Content Package name.

Upload Date. Shows when the content package was uploaded.

Tags. Shows tags assigned to the content package.

Number of Learners. Shows number of users of the content package.

Number of Attempts. Shows total number of attempts started by all users.

Learner's Name. Shows learner's name.

Email. Shows learner's email address.

Account. Shows user's account.

Department. Shows user's department (information is taken from User List).

Status. Shows success status of learner's attempt:

- Not Started status. SCORM/AICC attempt has not been started yet;
- In Progress status. SCORM/AICC attempt has been started, but has not been finished;
- Completed status. SCORM/AICC attempt has been completed;
- Failed status. SCORM/AICC attempt has been finished unsuccessfully;
- Out of attempts. SCORM/AICC attempt has been finished unsuccessfully and there are no attempts left;

Passed. Shows passed status of learner's attempt.

Number of Attempts. Shows total number of attempts the learner made on this content package.

Average time. Shows average attempt time of this learner.

❗ Attempt time is calculated from the moment an attempt was first started till it was finished. So, if user started an attempt and after some period of time clicked "Continue", attempt time includes all the period till the attempt is finished.

Score. Shows learner's score (if it is provided by content package).

Date Completed. Shows date and time of package completion.

Course Site. Shows the title of site on which the attempt was made. The name is a clickable link which opens the site.

Language

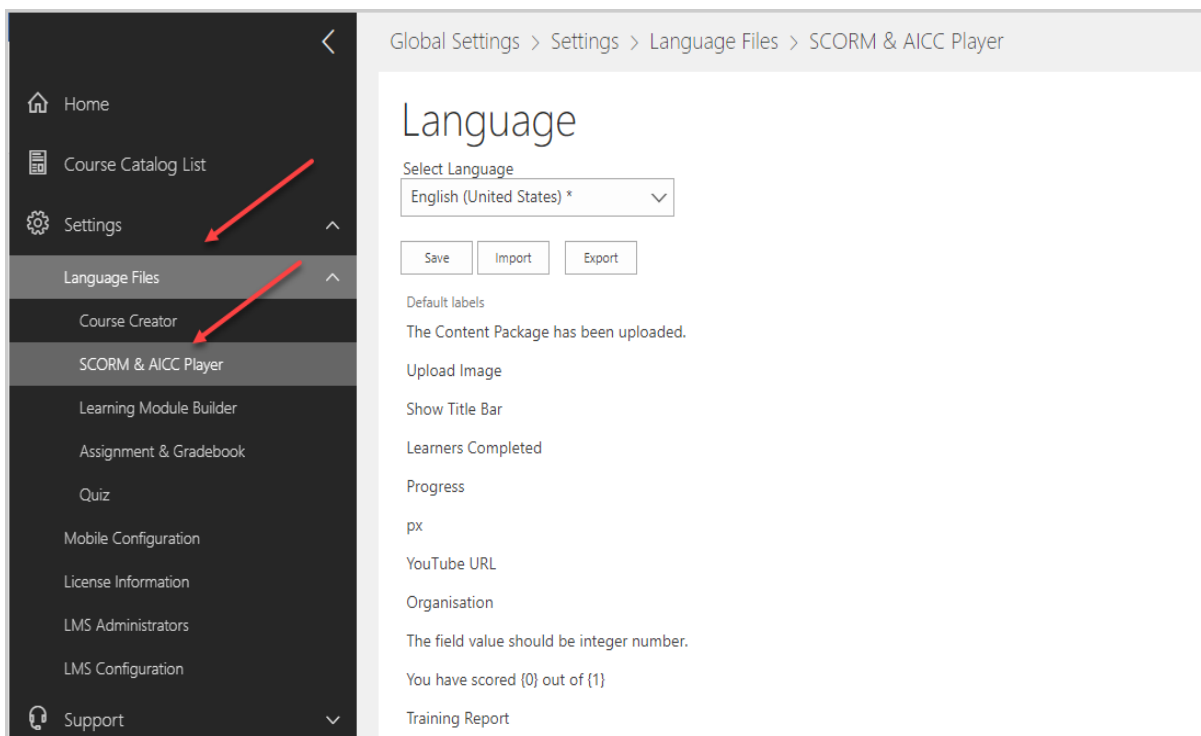
In this section you will discover how to add the translation to alternate languages.

Out of the box LMS365 SCORM & AICC Player is translated to English language.

- i** Out of the box LMS365 SCORM & AICC Player English translation can be modified the same way as it is translated to other languages.
The LMS365 SCORM & AICC Player translation is applied for the whole tenant.

To add translation, please do the following:

1. Go to LMS365 Admin Center and click the Global Setting.
2. Click Settings then Language Files.
3. Choose SCORM & AICC Player:



4. Select an alternate language in the Select Language drop-down menu.
5. On the Language Settings page there is a possibility to
 - type your translation for each phrase in "Your Choice" column and click "Save":

Language

Select Language

English (United States) *

Save Import Export

Default labels

Allow Resizing

Show Table of Content

Time when the interaction was presented to the learner

Your choice

Größenanpassung zulassen

Zeigen Inhaltsverzeichnis

Zeit , wenn die Interaktion mit dem Lerner präsentiert wurde

- click "Export" to save the language file to your local computer and edit the downloaded .xlsx file locally filling in the "Custom Values" column:

	A	B	C	D
1	Key	Default English (United States) Values	Custom Values	
2	only_for_current_web	Current Course Site Only	Aktueller Kurs Website Nur	
3	upload_package	Upload package	Paket hochladen	
4	cmi_core_exit	How and why the learner left SCO	Wie und warum	
5	errorpage_showdetails	Show error details		
6	cmi_location	Location in SCO		
7	delete_selected	Delete selected		
8	cmi_score_max	SCO maximum score		
9	cmi_objectives_n_description	Objective brief description		

After that click "Import" and select the edited language file from your local computer. Translation from "Custom Values" column will be displayed in "Your choice". Click Save to save the translation.

6. The new translation is applied after page reload.

i Prerequisite for presenting LMS365 sites (and also the LMS365 SCORM & AICC Player) in more than one language: alternate language(s) should be chosen in site collection's Site Settings -> Language settings.

Rules of presenting LMS365 sites (and also the LMS365 SCORM & AICC Player) in different languages (specified by priority from high to lower):

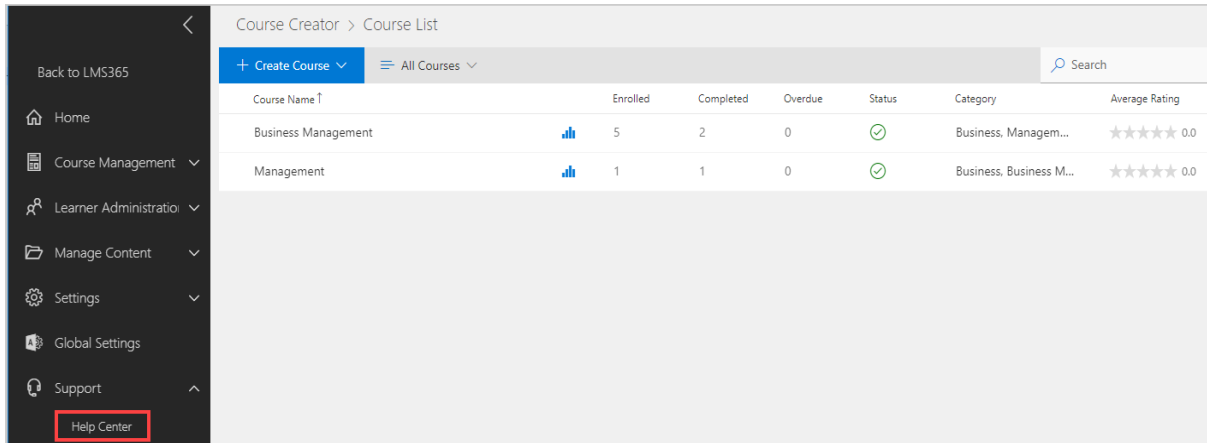
1. The language preferences stored in the user profile. (It takes some time before user language preferences are applied after you change them). See [link](#) where to find these preferences.
2. If no language preference is defined in the user profile, the language preferences stored in the user's web browser are used. (You should reopen browser session if you change browser language preference). See [link](#) where to find these preferences.

If no language preferences are defined in the user's profile and web browser, the default site language is used.

User Guides and Video Tutorials

In this section you will get to know where to find corresponding Guides and Video Tutorials.

1. Go to LMS365 Admin Center.
2. Click the Help Center in the Support section:



3. After redirection you can check all the documentation or contact the support team.