

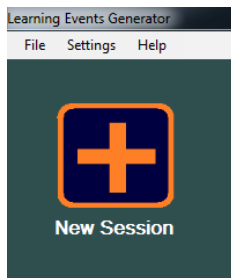


## Learning Events Generator Help

1. Open the **Learning Events Request Site**: (This will be where you find all course/session info and files)  
<https://ts.accenture.com/sites/ALSSClassTech/LearningEvents/Lists/Learning%20Events%20Request/AllItems.aspx>
2. Extract LEG.zip to your local PC from [\\10.14.86.6\Accenture\LearningEvents\LEG.zip](https://10.14.86.6/Accenture/LearningEvents/LEG.zip)
3. Open the extracted folder and run **LearningEvents.exe**

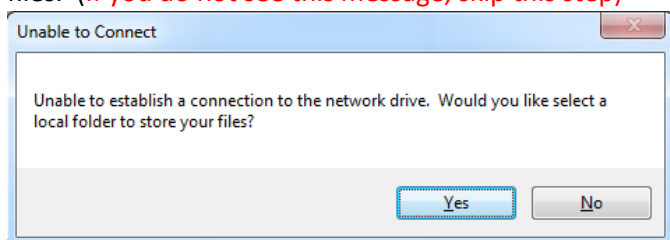
Name	Date modified	Type	Size
 LearningEvents.exe	6/13/2016 11:06 AM	Application	68 KB
 LEMap.bat	6/8/2016 9:44 AM	Windows Batch File	1 KB

4. Click the **New Session** button to open the new session form



5. This step has a few different options depending whether it is a new session or an update to an existing session  
(Check the learning events request site for course/session info)
  - a. If this is an update to an existing session, select the session from the dropdown list
    - i. If the update is at the session level be sure to check the session level checkbox and add the session code
  - b. If this is a new course, select the New Course radio button and then enter the session code along with the course name
    - i. If the update is at the session level be sure to check the session level checkbox and add the session code

6. If you are not connected to the Accenture Network, you will see the following message, and be asked if you want to store your files on your local browser. Select **Yes** and use the file explorer to store your files. (If you do not see this message, skip this step)



7. If you have files other than an agenda, such as Microsoft Office files, save them as PDF files somewhere of your computer. (If you have no materials or links click the **Next** button and skip to **step 9**)

- Click the **Add Files** button and navigate to where you saved the PDF files
- Confirm that all of the files you need appear in the box to the left of the Add Files button
- If you selected too many files, select which file to remove and click the **Delete** button

8. If you have links to add, paste each link into one of the **Link # URL** textboxes along with the text you want to appear for the link in the **Link # Text** textbox. Then click **Upload**.

The screenshot shows a window titled "newSessionForm" with the subtitle "Learning Events Generator". It features a large empty rectangular box on the left. To its right are two buttons: "Add Files" and "Delete File". Below these are three sets of input fields, each consisting of a "Link # URL" and a "Link # Text" field, for Link 1, Link 2, and Link 3. At the bottom of the window are three buttons: "Previous", "Upload", and "Next".

9. If you did not upload any materials or links, you will see a message that says **No Materials Were Added**

10. Click the **Finish** button on the next form to bring up the **XML Generator**

## XML Generator

The screenshot shows a window titled "xmlGenerator" with a menu bar containing "File", "Settings", and "Help". The main area is titled "Schedule Generator" with the subtitle "Day 1 Event 1". On the left side, there are four buttons: "Previous Event", "Previous Day", "Next Event", and "Next Day". Below these are input fields for "Name:", "Start Time:" (with H, M, and AM/PM dropdowns), "End Time:" (with H, M, and AM/PM dropdowns), and "Location:". To the right of these fields are three buttons: "Delete Event" and "Finish". A large empty rectangular box occupies the right half of the window.

1. Use the XML Schedule Generator to create a schedule for the Learning Events App. You should receive a schedule in the form of an Excel Document or some other format. Type each event Name, Start Time, and End Time into the generator (Location is optional)
2. Once you have entered an event's name, start time, and end time into the form you can click the **Next Event** button to create a new event
  - a. After clicking **Next Event** you will see the event you just created in the XML Display Window to the right of the form (See Below)

**Schedule Generator**  
Day 1 Event 2

Previous Event Name:  Next Event

Previous Day Start Time: H  M  AM

End Time: H  M  AM

Location:

```
<?xml version="1.0" encoding="utf-8"?>
<activity>
  <day count="1">
    <event id="1">
      <name>Event 1</name>
      <starttime>08:00</starttime>
      <endtime>09:00</endtime>
      <location>Event Location</location>
    </event>
  </day>
</activity>
```

3. The **Next Day** button will bring you to the first event on the next day
4. The **Previous Day** button will bring you to the last event on the previous day
5. The **Delete Event** button will delete the event that is currently in the form
6. When you have finished creating the schedule select the **Finish** button and it will be saved to the schedule folder in the location you created
7. **Hint:** You can quickly navigate previous and next events by hitting the back arrow and forward arrow