



**CAT® MINESTAR™ SOLUTIONS**

# **MINING TECHNOLOGY ACADEMY (MTA) USER GUIDE**

# OVERVIEW

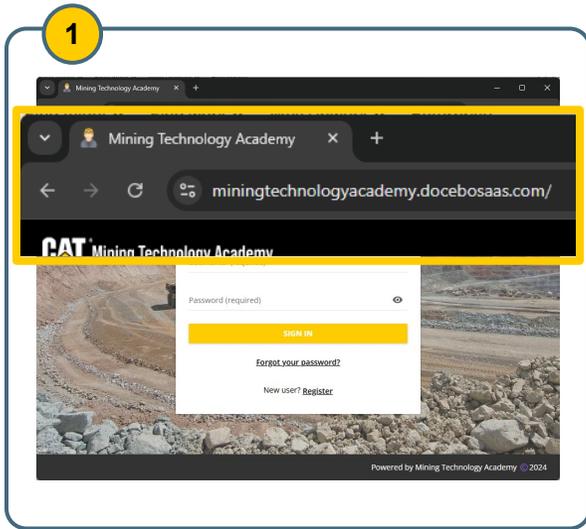
To attend any technical training courses, you need to be registered in the MTA, or the Mining Technology Academy. It is a “university” hosted by **Caterpillar**, which is a portal for all training received, training activated, learning materials, and certificates.

**The types of learning courses presented through MTA are the following:**

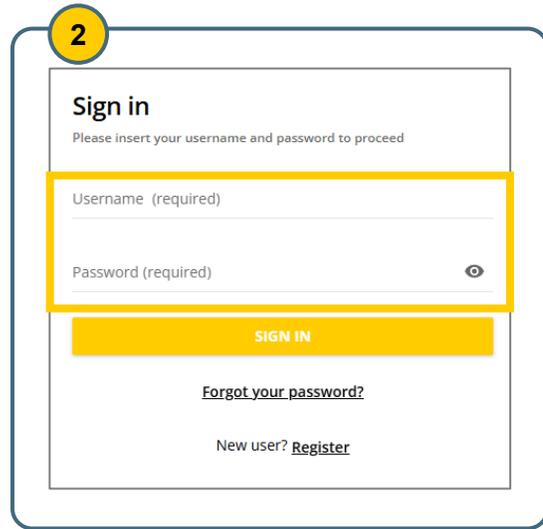
- **eLearning** - A self-paced online course completed by you via the MTA website.
- **Instructor-Led Training or ILT** - Sometimes referred to as offline courses that are delivered by an instructor in a classroom environment. If you are scheduled to take an ILT course, an MTA instructor will enroll you into the correct courses.
- **Learner Materials** - A guide that is accessible to you that can either be a Participant Guide (PG) or a Workbook. This will help you in completing the ILT. Once you have completed these in the MTA, you will have access to learner materials at any time. Please note, not all ILT courses have these materials

# SIGN IN

To sign in:

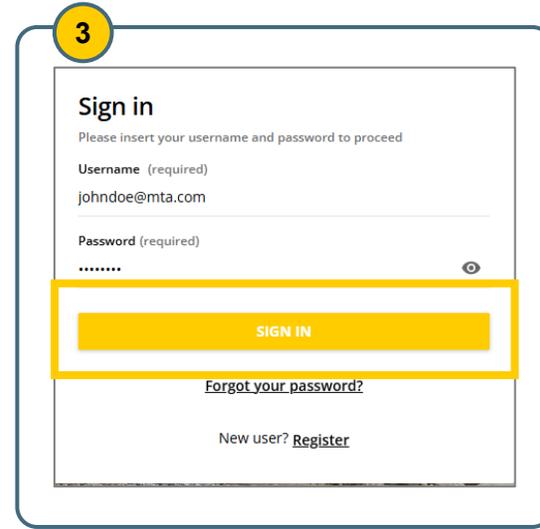


Launch  **Google Chrome** and go to [miningtechnologyacademy.docebosaaS.com/](https://miningtechnologyacademy.docebosaaS.com/).

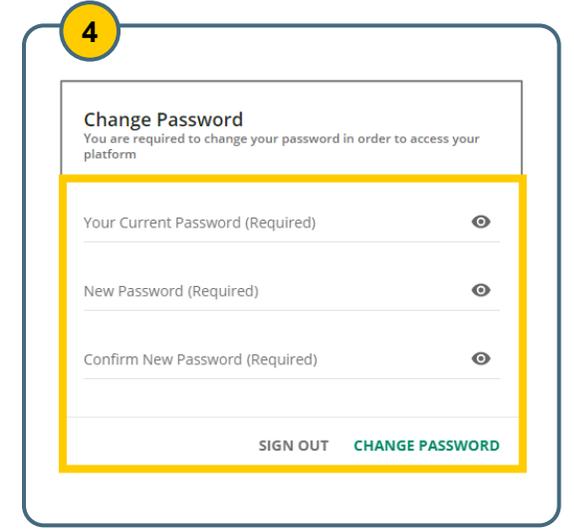


Enter your **username** and **password** into the sign in form. Use the credentials that you received via email.

**Note:** If you are signing in for the first time, you need to register or click the link in the email you received from an admin at [minestar\\_training@cat.com](mailto:minestar_training@cat.com).



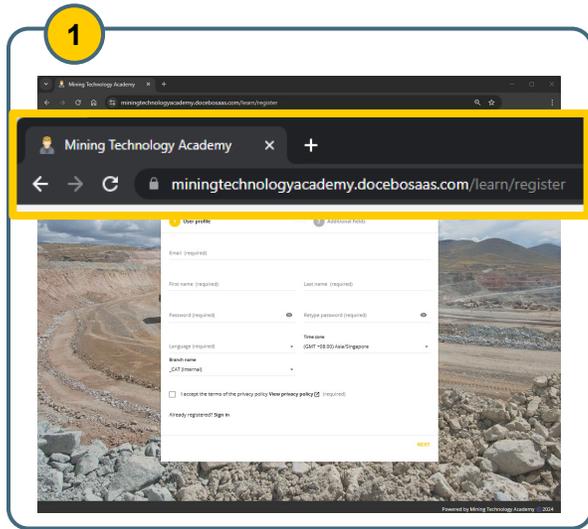
Click **SIGN IN**.



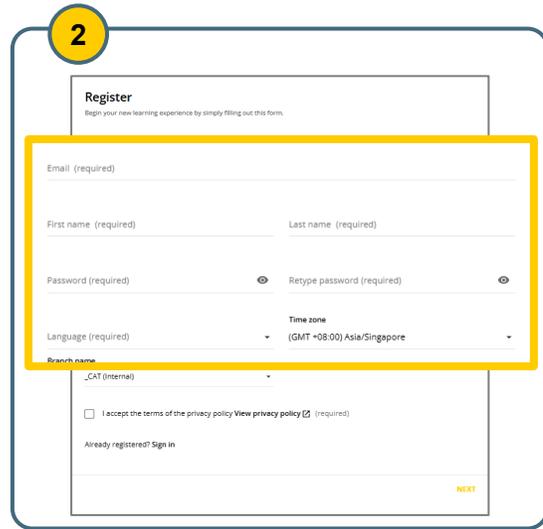
Upon first login, the system will ask you to change the password. This allows you to customize your own password, which will only be known by you. Enter your **current password** and your **new password**. Click **CHANGE PASSWORD** to confirm.

# REGISTER

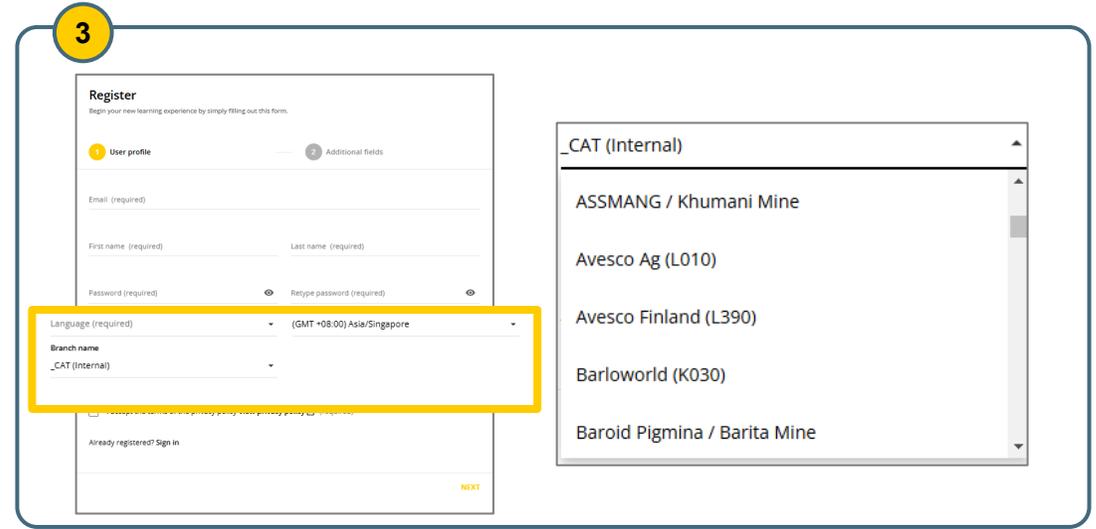
To create a new account:



Launch  **Google Chrome** and go to <https://miningtechnologyacademy.docebosaas.com/learn/register>.



Complete the **User Profile** fields.



Use the **Branch name** drop-down menu to select the branch applicable.

- **Cat employees** – Select *\_CAT (Internal)*
- **Dealer** – Look for the *Dealer Name (Dealer Code)* (e.g., Avesco Ag (L010))
- **Customer** – Look for the *Customer/Company Name / Mine Site* (e.g., ASSMANG / Khumani Mine)

**Note:** Select your correct branch name. Choosing your correct branch name expedites the approval process of your registration.

If Branch Name is not visible, please reach out to [minestar\\_training@cat.com](mailto:minestar_training@cat.com).

# REGISTER

**4**

Register  
Begin your new learning experience by simply filling out this form.

1 User profile — 2 Additional fields

Email (required)

First name (required) Last name (required)

Password (required) Retype password (required)

Language (required) Time zone (GMT +08:00) Asia/Singapore

Branch name

I accept the terms of the privacy policy [View privacy policy](#) (required)

Already registered? Sign in

NEXT

Click the checkbox to accept the **Privacy Policy**, then click **Next**.

**5**

Cat Internal

Register  
Begin your new learning experience by simply filling out this form.

✓ User profile — 2 Additional fields

Internal Group (required) Job Role (required)

PREVIOUS REGISTER

Dealer

Register  
Begin your new learning experience by simply filling out this form.

✓ User profile — 2 Additional fields

Dealer Name (required) Job Role (required)

PREVIOUS REGISTER

Customer

Register  
Begin your new learning experience by simply filling out this form.

✓ User profile — 2 Additional fields

Customer Name - Americas North (required) Mine Site - Americas North (required)

Job Role (required)

PREVIOUS REGISTER

Complete the **Additional Fields**.

**Cat Internal** – use the drop-down menu to select the appropriate Group and then fill in the Job Role.

**Dealer** – use the drop-down menu to select the appropriate Dealer Name or Dealer Code (e.g., Avesco Ag (L010)) and then fill in the Job Role.

**Customer** – use the drop-down menus to select the appropriate Customer Name and Mine Site (e.g., ASSMANG / Khumani Mine). And then, fill in the Job Role.

**Note:** Select your correct branch name. Choosing your correct branch name expedites the approval process of your registration.

# REGISTER

6

### Register

Begin your new learning experience by simply filling out this form.

✓ User profile — 2 Additional fields

Internal Group (required) — Job Role (required)

Already registered? Sign in

PREVIOUS REGISTER

Click **REGISTER**.

7



### Registration request sent

Your registration has been confirmed, you will receive an email as soon as the Cat administrator approves it within 2-3 business days.

Dear [redacted],

Please find your requested login information for Mining Technology Academy below.

Your username is: [redacted]

If you already know your password, click [here](#).

If you are logging in for the first time or need to reset your password, click [here](#).

Please contact us with any questions.

Thank you.

MineStar Training Team

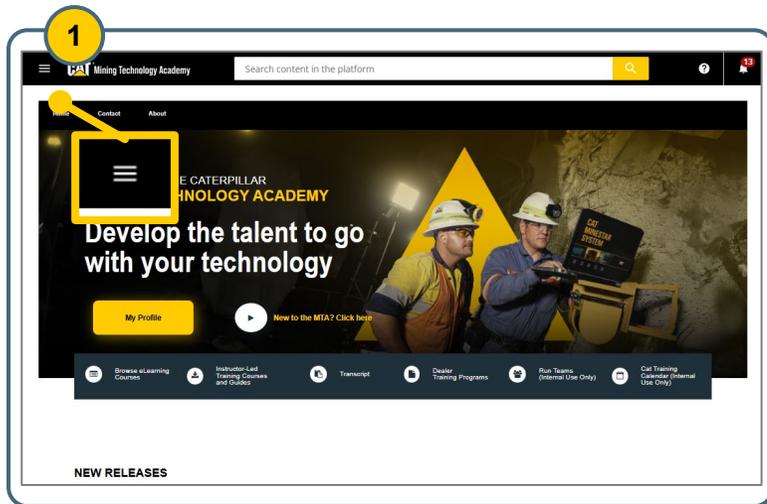
[minestar\\_training@cat.com](mailto:minestar_training@cat.com)

You will receive a confirmation message on the screen. The platform will send you an email from [minestar\\_mining@cat.com](mailto:minestar_mining@cat.com) once the Cat administrator approves your registration.

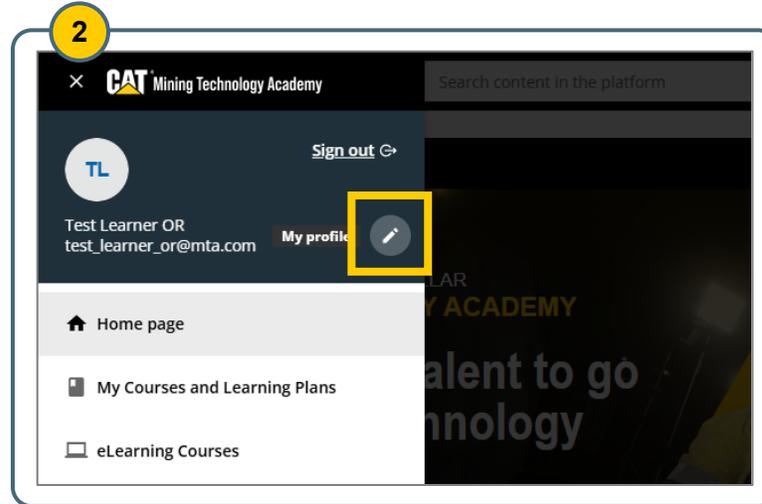
**Note:** Registration requests will be reviewed and approved by the Cat administrator within 2-3 business days.

# MANAGING YOUR PASSWORD

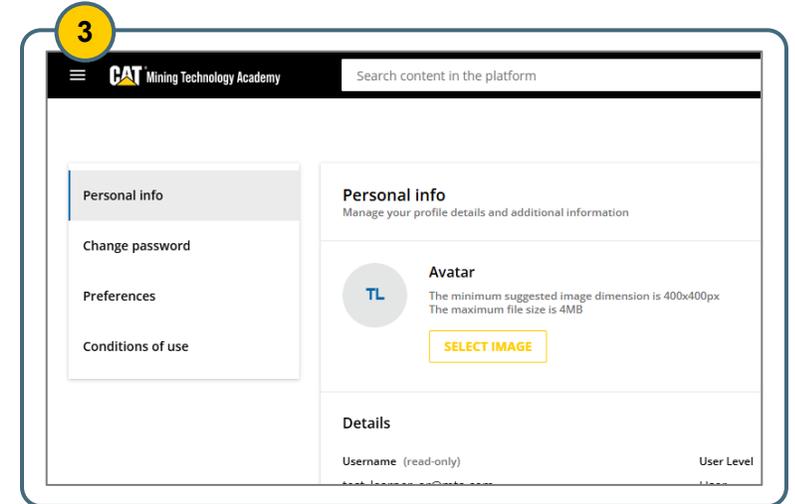
## Changing your password



Navigate to the My Profile area by clicking on the  menu icon in the top-left corner.



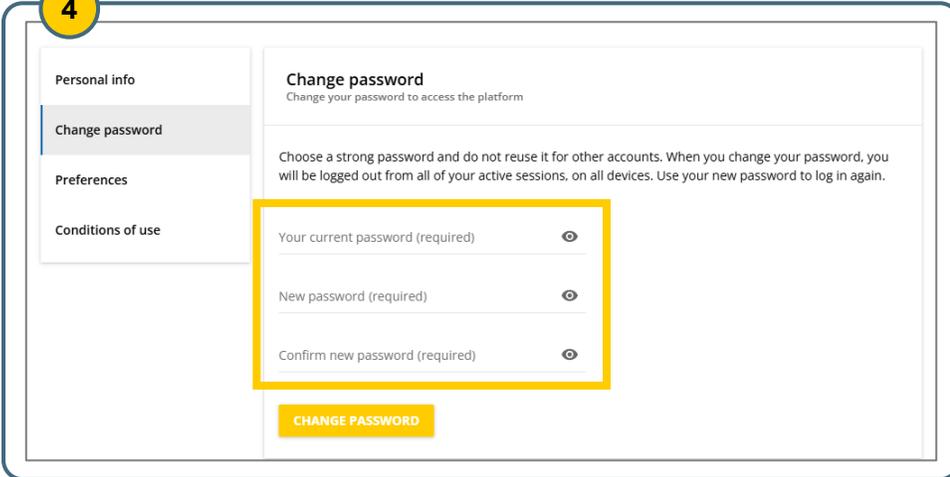
Click the **pen** icon.



Click the **Change Password** tab.

# MANAGING YOUR PASSWORD

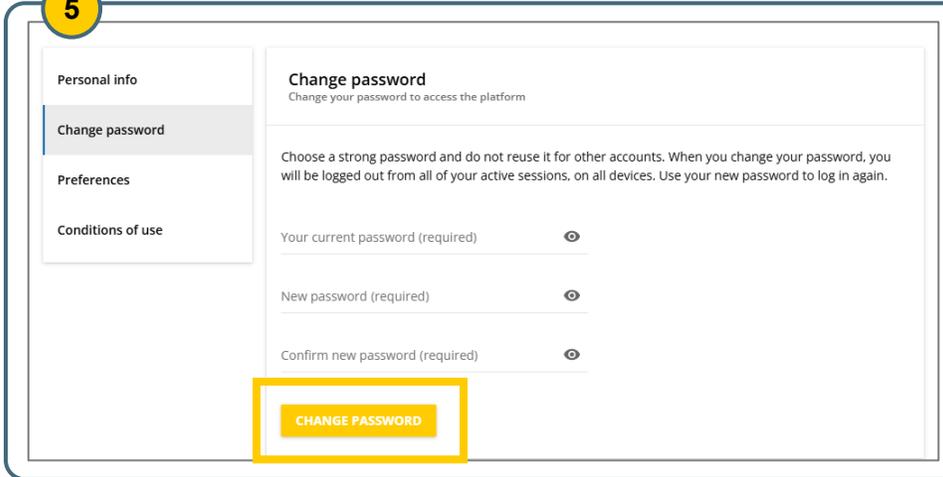
4



The screenshot shows a user interface for changing a password. On the left is a navigation menu with 'Change password' selected. The main content area has a sub-header 'Change password' and a sub-instruction 'Change your password to access the platform'. Below this is a paragraph of instructions. Three password input fields are listed: 'Your current password (required)', 'New password (required)', and 'Confirm new password (required)'. Each field has a toggle icon. A yellow box highlights these three fields. At the bottom is a yellow 'CHANGE PASSWORD' button.

Insert your **current password** and your **new password**, then confirm the **new password**.

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This screenshot is identical to the previous one, but the yellow box now highlights the 'CHANGE PASSWORD' button at the bottom of the form.

Click **CHANGE PASSWORD** to confirm the update.

# MANAGING YOUR PASSWORD

## Retrieving a Lost Password

If you have lost your password or can't access the MTA with your password, you can reset your password.

1

**Sign in**  
Please insert your username and password to proceed

Username (required)

Password (required)

**SIGN IN**

[Forgot your password?](#)

Click **Forgot your password?**

2

**Recover password**  
Insert your username or your email address in the field below. You will receive an email with instructions.

Username or email (required)

**SEND RESET LINK**

Already registered? [Sign in](#)

New user? [Register](#)

Enter your **email address**.

3

**Recover password**  
Insert your username or your email address in the field below. You will receive an email with instructions.

Username or email (required)

**SEND RESET LINK**

Already registered? [Sign in](#)

New user? [Register](#)

Click **SEND RESET LINK**.

**Note:** You will receive an email to the email address that you entered. The email will include a link and instructions regarding how you can reset your password. **You have 24 hours to reset your password from the time you press the corresponding button on the login form. After 24 hours, the reset link provided in the recovery password email will expire.**

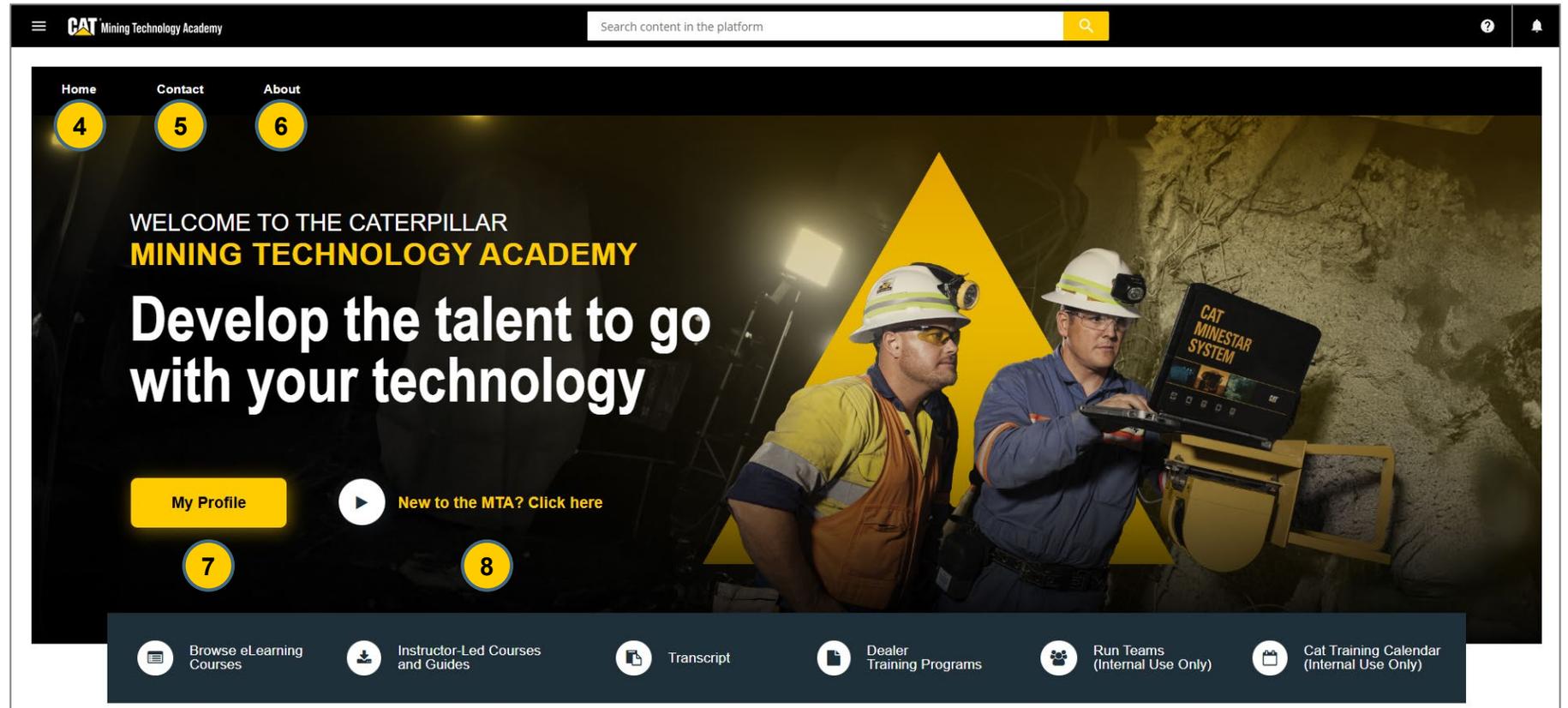
# NAVIGATION

- 1. Menu button** - The menu button enables you to reach important areas of the platform, such as your profile or all your courses and learning plans.
- 2. Search bar** - The search bar lets you search for courses, learning plans, content, assets, questions and answers, and catalogs in MTA.
- 3. Bell icon** - The bell icon shows the recent notifications, which are the same as emails that are sent from [minestar\\_training@cat.com](mailto:minestar_training@cat.com). If you have any unread notifications, a small number appears over the icon to indicate the number of notifications that you have yet to read.

The screenshot displays the Caterpillar Mining Technology Academy (MTA) website. At the top left, a menu icon (three horizontal lines) is highlighted with a yellow circle containing the number '1'. The logo 'CAT Mining Technology Academy' is positioned to its right. A search bar with the placeholder text 'Search content in the platform' is highlighted with a yellow circle containing the number '2'. On the far right of the top navigation bar, a bell icon for notifications is highlighted with a yellow circle containing the number '3'. Below the navigation bar, there are links for 'Home', 'Contact', and 'About'. The main content area features a large banner with the text 'WELCOME TO THE CATERPILLAR MINING TECHNOLOGY ACADEMY' and 'Develop the talent to go with your technology'. Below this text are two buttons: 'My Profile' and 'New to the MTA? Click here'. At the bottom of the page, a dark blue navigation bar contains six icons with corresponding text: 'Browse eLearning Courses', 'Instructor-Led Courses and Guides', 'Transcript', 'Dealer Training Programs', 'Run Teams (Internal Use Only)', and 'Cat Training Calendar (Internal Use Only)'.

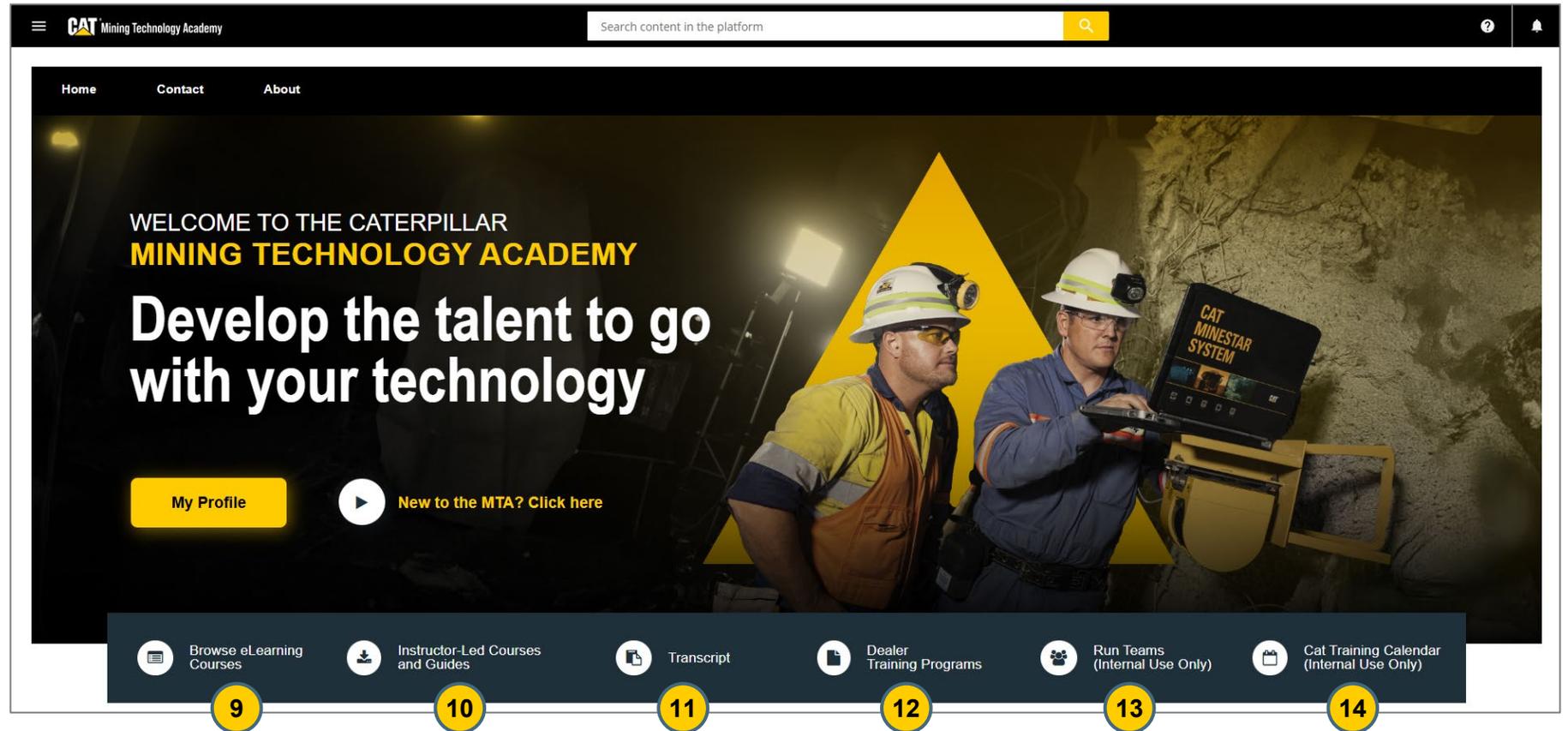
# NAVIGATION

- 4. Home** - This is the first page that you will see when logged in. It shows the featured courses, quick links, and your enrolled trainings. If you need to return to the homepage at any time, click on the logo button in the upper-left corner.
- 5. Contact** - This page shows the contact details of the MineStar Training Team.
- 6. About** - This page provides information about our company, including our history, brands, and mission.
- 7. My Profile** – From this page, you can change your profile information, email, password, and preferences.
- 8. New to the MTA? Click here** – This page shows the user guide for the platform.



# NAVIGATION

9. **Browse eLearning Courses** – This page shows all the available eLearning courses sorted by product..
10. **Instructor-Led Courses and Guides** – This page shows the ILT program overview, eLearning brochure, guides, and glossary.
11. **Transcript** - This page shows the complete record of your learning and training activities on the platform..
12. **Dealer Training Programs** – This page shows the available eLearning and ILT courses for Dealers.
13. **Run Teams (Internal Use Only)** – This page shows the available courses for internal employees.
14. **Cat Training Calendar (Internal Use Only)** – This page shows the available training sessions for internal employees.



# NAVIGATION

**15. New Releases** – This section shows a list of newly released courses.

**16. My Enrolled Trainings** – This section shows a summary of courses in which you are enrolled in.

**17. Not Started** – This section shows a list of courses in which you are enrolled but have not yet started.

**18. In Progress** – This section shows a list of courses in which you are enrolled and are in progress.

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**NEW RELEASES**

1/4 < >

 <p><b>MSA118: MineStar Support Training (F) - eLearning</b></p> <p>EN   05m 00s</p> <p><input type="checkbox"/> eLearning</p>	 <p><b>EDGOF140: Edge Tablet Technician Application (F) - eLearning</b></p> <p>EN   1h 00m</p> <p><input type="checkbox"/> eLearning</p>	 <p><b>CFH 1.12 Upgrade Training for Service Technicians (F) - eLearning</b></p> <p>EN   30m 00s</p> <p><input type="checkbox"/> eLearning</p>	 <p><b>Fleet Onboard D6 Display 1.1 Upgrade Training - eLearning</b></p> <p>ENROLLED</p> <p>EN   1h 00m</p> <p><input type="checkbox"/> eLearning</p>	 <p><b>Fleet Service D6 Display 1.1 Upgrade Training - eLearning</b></p> <p>EN   1h 00m</p> <p><input type="checkbox"/> eLearning</p>	 <p><b>MSUOP100: Vehicle Personal Computer (VPC) (F) - eLearning</b></p> <p>ENROLLED</p> <p>EN   1h 00m</p> <p><input type="checkbox"/> eLearning</p>	 <p><b>CDZOP150: D10 Operator Overview (F) - eLearning</b></p> <p>EN   30m 00s</p> <p><input type="checkbox"/> eLearning</p>
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**MY ENROLLED TRAININGS**



Courses

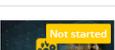
- 15 Not started
- 8 In progress
- 1 Completed

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17

**NOT STARTED**

15 Items

 <p><b>Free Demo Courses</b></p> <p>EN   eLearning</p>	 <p><b>Terrain Office: Grading and Loading</b></p> <p>EN   ILT (Instructor-Led Training)</p>	 <p><b>MC100: Introduction to MineStar Controller (F) - eLearning</b></p> <p>EN   eLearning   2h 30m</p>	 <p><b>FLTOF120: Introduction to Material Tracking (F) - eLearning</b></p> <p>EN   eLearning   1h 00m</p>	 <p><b>FLTOF130: Introduction to Assignment (F) - eLearning</b></p> <p>EN   eLearning   1h 30m</p>	 <p><b>FLTOF140: Introduction to Fueling and TKPH (F) - eLearning</b></p> <p>EN   eLearning   30m 00s</p>
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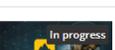
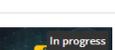
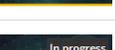
[VIEW ALL](#)

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**IN PROGRESS**

8 Items

 <p><b>GENSRV101: Recursos e Documentação (F) - eLearning</b></p> <p>PT   eLearning   1h 00m</p>	 <p><b>TEROF120: Machines (F) - eLearning</b></p> <p>EN   eLearning   1h 00m</p>	 <p><b>TEROF185: General Troubleshooting (F) - eLearning</b></p> <p>EN   eLearning   30m 00s</p>	 <p><b>TEROF190: Support Process (F) - eLearning</b></p> <p>EN   eLearning   30m 00s</p>	 <p><b>Fleet Onboard D6 Display 1.1 Upgrade Training - eLearning</b></p> <p>EN   eLearning   1h 00m</p>	 <p><b>EDGOF110: Operator ID and Stop Reasons Mongolian (F) - eLearning</b></p> <p>EN   eLearning   1h 00m</p>
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[VIEW ALL](#)

Mining Technology Academy

Page 13

# NAVIGATION

## Search

Once you enter the search term into the text area, the recommended content matching your criteria will appear below the bar. You can click the title of the content to view it. To see all search results, click **All Results** or the **magnifying glass**.

On the search results page, click the title of the content to access that area of the platform.

**Note:** If you don't have permission to access that specific content, you will receive a message like the one on the right. This means that your enrollment will be pending for approval when you click ENROLL..

The screenshot shows a search interface with the search term "free demo" entered. The search results list several courses, including "Free Demo Courses", "Mining Technology Academy eLearning 2024", "TERON117: Grade Control In-Cab Operation", and "TERON117: Operação de Controle de Grau". A magnifying glass icon is highlighted in the search bar. An "Enrollment options" dialog box is open, displaying a warning: "Enrollment Requires Approval. Please click 'Enroll' to request the course. Your enrollment will be processed by an Administrator." Below the dialog, an "ENROLL" button is visible. At the bottom of the search results, an "ALL RESULTS" button is highlighted.

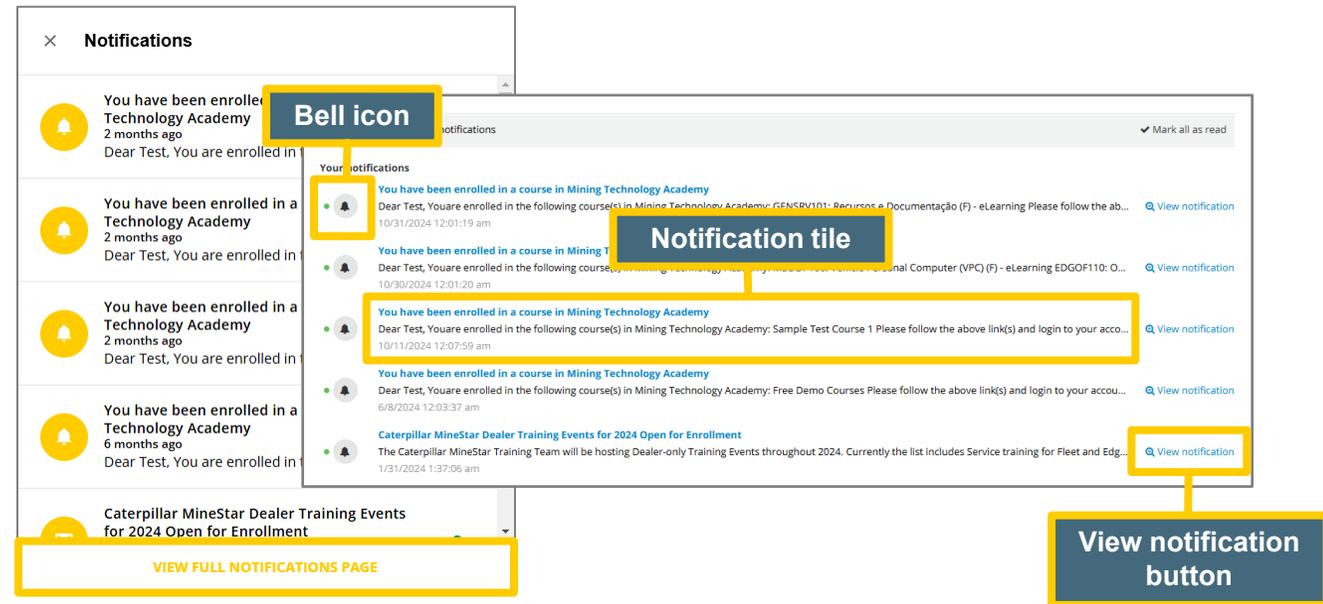
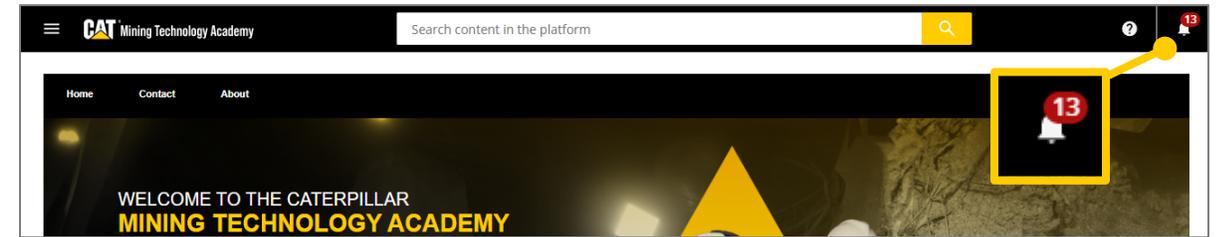
# NAVIGATION

## Notifications

Click the **bell** icon to view your recent notifications. If you have any unread notifications, a small number appears over the icon to indicate the number of notifications that you have yet to read.

Click the **View Full Notifications Page** item at the bottom of the slide-out panel to see all notifications.

On the top of the main Notifications page, you can use the option to see only unread notifications, or you can mark all notifications as read. Click the **bell** icon, the **notification tile**, or the **View notification** button to read the notification.



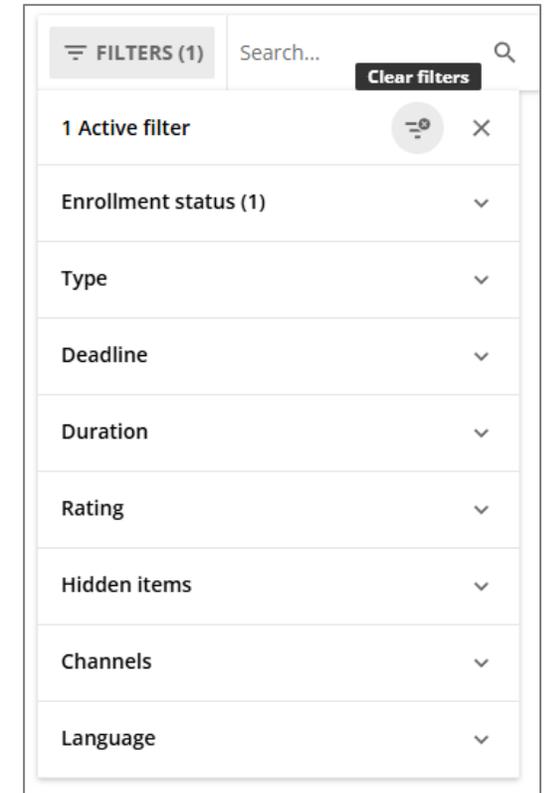
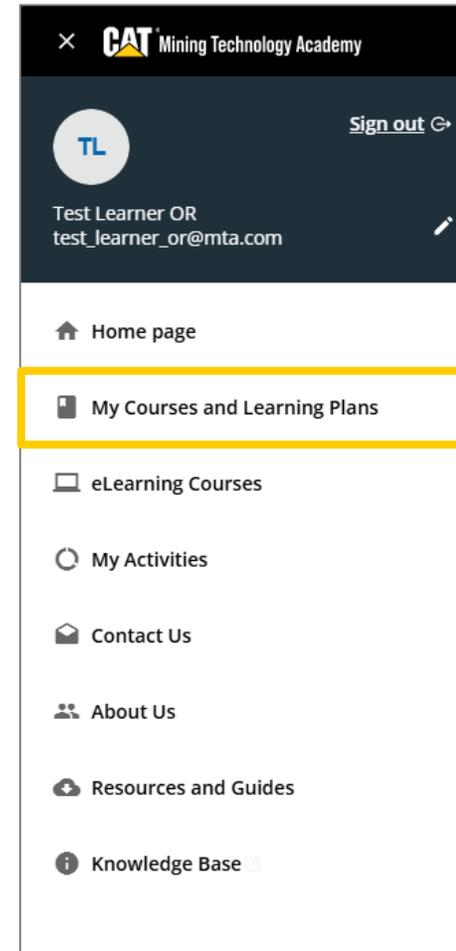
# ACCESSING COURSES AND LEARNING PLANS

Click **My Courses and Learning Plans** from the main menu to view all the courses and learning plans in which you are enrolled in.

The **My Courses and Learning Plans** page lists all the courses and the learning plans you are enrolled in. You can filter which courses you want to view by pressing the Filters item at the top of the page.

- **Enrollment Status** – Not Started, In Progress, or Completed.
- **Type** – eLearning, ILT (Instructor-Led Training), or Learning Plan.
- **Deadline** – All Deadlines, No Deadline, This Week, This Month, or This Year.
- **Duration** – All durations or Custom duration.
- **Rating** – From 1 to 4+ stars.
- **Hidden Items** – Do not show hidden items, Show also hidden items, Show hidden items only.
- **Channels** – Check the channels that you want to apply as filters.
- **Language** – Select the course/learning plan language.

**Note:** To reset the filters, click the **Clear filters** item at the top of the filters menu. You can also use the search bar at the top of the filters menu to search for a specific course or learning plan.



# ACCESSING COURSES AND LEARNING PLANS

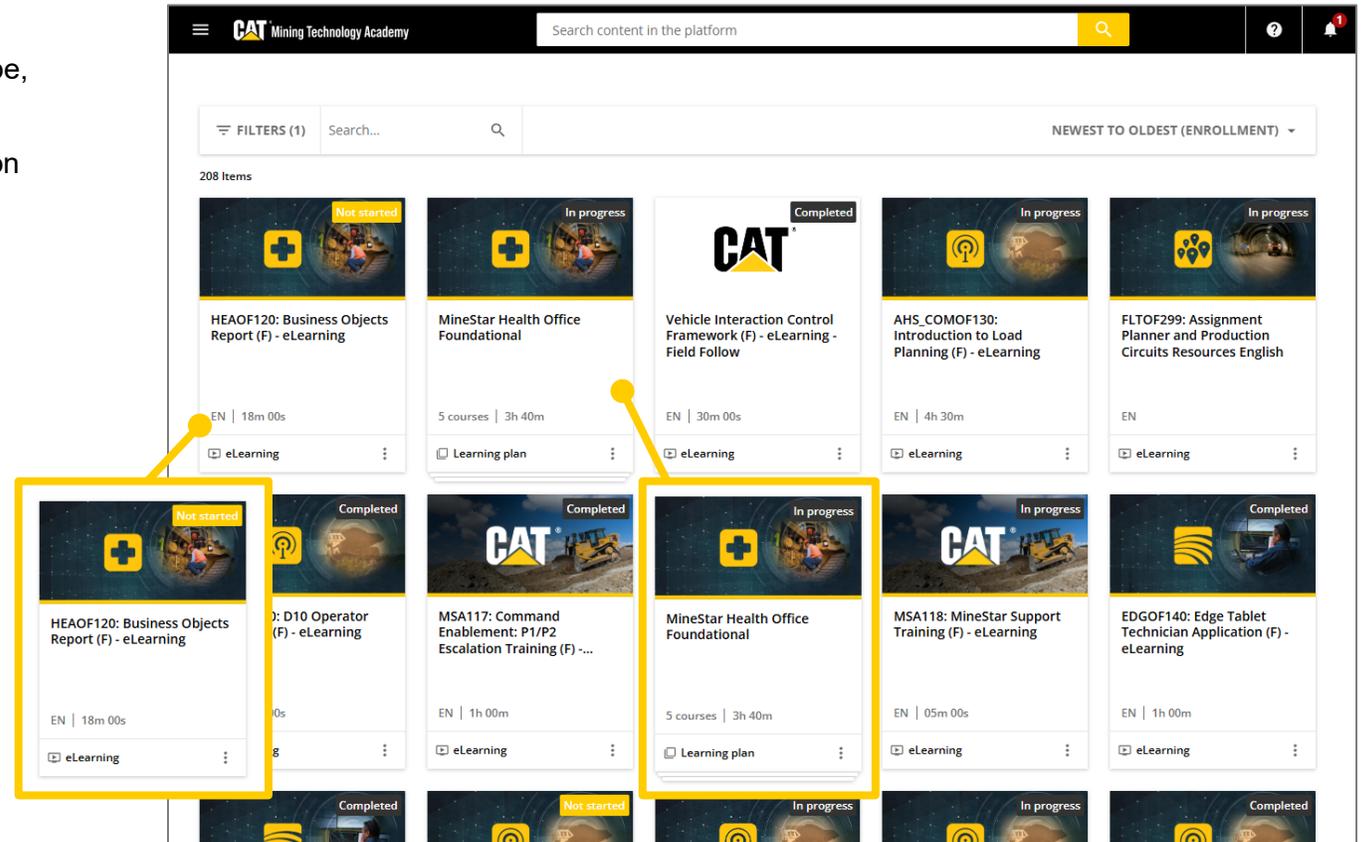
The **courses** and **learning plans** are identified by a tile on the page.

1. **Course tiles** display these details along with the course name: course type, course duration, your progress in the course.

Depending on the course configuration, you may see additional information such as course rating, and whether the course is locked or not.

2. **Learning plan** tiles display these details along with the learning plan title: number of courses composing it, the duration, and your progress in it.

To open a course or a learning plan, click on its **tile** and start navigating it.



# ACCESSING ELEARNING COURSES

eLearning courses are collections of lessons (training materials) that you need to complete to mark the course as completed in its turn. An eLearning course can be made up of one or more lessons that you can play in sequential order or in free order, depending on the course structure.

Depending on your status, when you click on the course card in the My courses and learning plans page, you may directly land on the course player, or on the overview page.

The screenshot shows the course player for HEAOF120: Business Objects Report (F) - eLearning. The header includes the course title and a progress indicator: "eLearning • English • 0 of 2 lessons completed". Below the header is a "Syllabus" section with "2 Lessons • 18min" and a list of items: "Notice of Confidentiality SCORM" and "HEAOF120: Business Objects Report (F) - eLearning SCORM" (marked as "Locked" and "Lesson with prerequisites"). A "Start learning from Notice of Confidentiality" section is visible with a "Start learning now" button. Navigation buttons for "Previous lesson" and "Next lesson" are also present.

The screenshot shows the course overview page for FLTOF120: Introduction to Material Tracking (F) - eLearning. The header includes the course title, "eLearning ENGLISH", and an "ADD TO PLAYLIST" button. The "Course description" states: "This course covers the concept of grades, material types and mining blocks. It focuses on the typical controller responsibilities in utilizing the mining block information." The "Course syllabus" section lists "3 Lessons | 1h 00m" and includes items: "Notice of Confidentiality SCORM", "FLTOF120: Introduction to Material Tracking (F) - eLearning SCORM", and "FLTOF120: Post Assessment Test". On the right, the "Enrollment options" section features a yellow "ENROLL" button. The "Course details" section lists: "Average completion time 1 hours", "Time to complete Unlimited access", and "Course ID E-D19J4V".

# ACCESSING ELEARNING COURSES

## Status: Not yet enrolled to the course

If you are not yet enrolled to the course, click **ENROLL** to start the course.

**Note:** If you don't have permission to access that specific eLearning course, you will receive a "Enrollment Requires Approval" message. This means that your enrollment will be pending for approval when you click ENROLL.

The screenshot displays the course page for "FLTOF120: Introduction to Material Tracking (F) - eLearning". The page includes a header with "eLearning" and "ENGLISH", and a button labeled "ADD TO PLAYLIST". The main content area is divided into sections: "Course description", "Course syllabus", and "Course details". The "Course description" section contains text about grades, material types, and mining blocks. The "Course syllabus" section lists three items: "Notice of Confidentiality" (SCORM), "FLTOF120: Introduction to Material Tracking" (SCORM), and "FLTOF120: Post Assessment" (Test). The "Course details" section shows "Average completion time: 1 hours", "Time to complete: Unlimited access", and "Course ID: E-D194V".

Two "Enrollment options" pop-ups are overlaid on the page. The top pop-up shows a yellow "ENROLL" button. The bottom pop-up shows a yellow warning message: "Enrollment Requires Approval. Please click 'Enroll' to request the course. Your enrollment will be processed by an Administrator." Below the warning message is another yellow "ENROLL" button. A yellow box highlights the "Enrollment options" pop-up on the right side of the page.

# ACCESSING ELEARNING COURSES

## Status: Enrolled to the course

If you are already enrolled to the course, click **Start learning now** (or **Resume training** if you already started the course) to access the course player and start viewing the first lesson of the course.

**HEAOF120: Business Objects Report (F) - eLearning**  
eLearning • English • 0 of 2 lessons completed

**Syllabus**  
2 Lessons • 18min

- Notice of Confidentiality  
SCORM
- Locked  
HEAOF120: Business Objects Report (F) - eLearning  
SCORM  
Lesson with prerequisites

Start learning from  
**Notice of Confidentiality**  
Start learning now

**TEROF120: Machines (F) - eLearning**  
eLearning • English • 1 of 3 lessons completed

**Syllabus**  
3 Lessons • 1hr

- Completed  
Notice of Confidentiality  
SCORM
- In progress  
Machines  
SCORM
- Locked  
Machines Assessment  
SCORM  
Lesson with prerequisites

Keep learning from  
**Machines**  
Resume training

# ACCESSING ELEARNING COURSES

## Course Player Page

1. The **Syllabus** area on the left of the page shows the list of the lessons composing the course.
  - If the thumbnail displays the label **Completed**, it means that the lesson has been completed.
  - If the thumbnail displays the label **In progress**, it means you are currently working on the lesson and haven't completed it..
  - If the thumbnail displays the label **Locked**, it means that the lesson has prerequisites, meaning that to start that lesson, you must complete other lessons first.
2. To maximize the area of the course player, close the syllabus by clicking on the **Close course syllabus** button at the top of the Syllabus area. You can reopen it at any time by clicking **Show course syllabus**.
3. When you complete a lesson, click on **Next lesson** to continue the course. Navigate back to a lesson by clicking on **Previous lesson**.
4. To maximize the view even more, click on **Expand view** in the top right corner of the course player area. Click on **Collapse view** to go back to the default view mode.

**TEROF120: Machines (F) - eLearning**  
eLearning • English • 1 of 3 lessons completed

**Syllabus**  
3 Lessons • 1hr

- Completed**  
Notice of Confidentiality  
SCORM
- In progress**  
Machines  
SCORM
- Locked**  
Machines Assessment  
SCORM  
▲ Lesson with prerequisites

**Machines**

< Previous lesson   Next lesson >

Resume where you left off

# ACCESSING ELEARNING COURSES

5. As you complete each lesson, the status of your progress in the course is tracked, so you can keep track of where you are in the course and what you still need to complete. This also allows you to stop and resume the course at any time. **A course is considered completed when all the lessons are completed.** Check your progress in the area under the course description.

**Note:** For proper tracking, configure your browser not to block pop-ups, and avoid incognito windows.

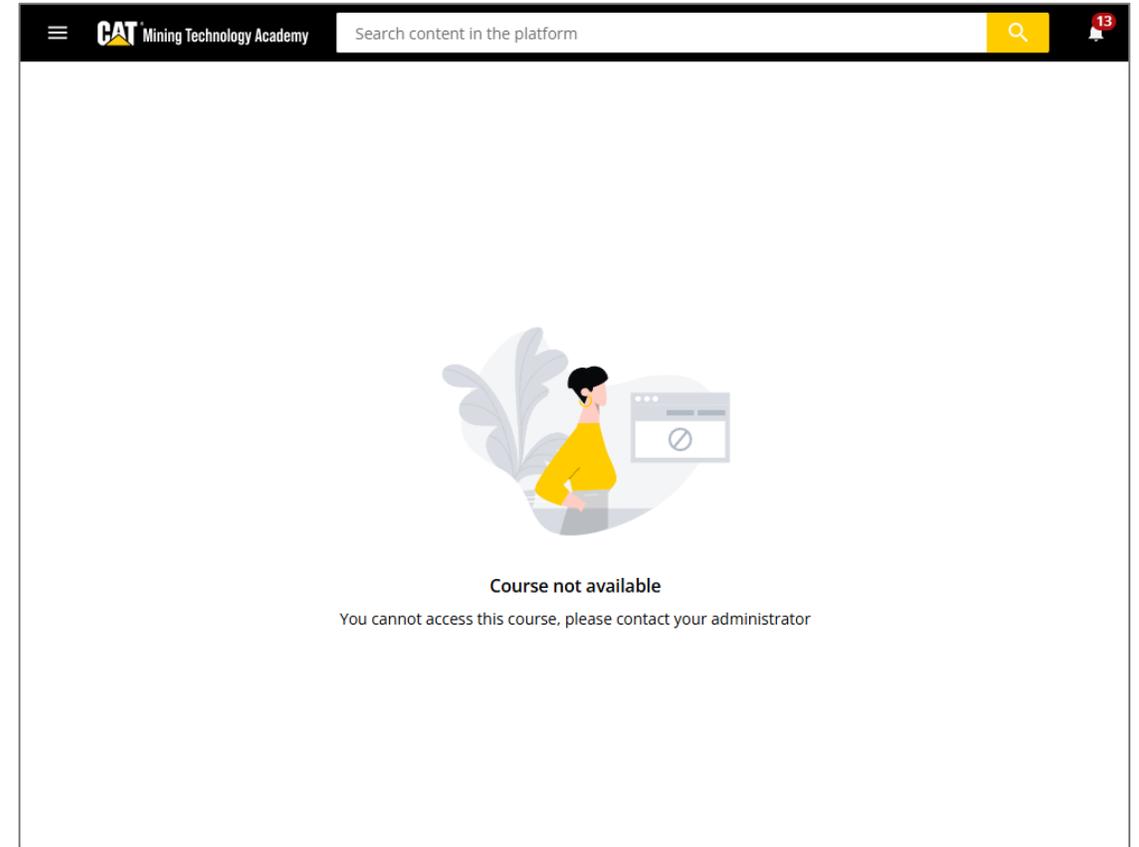
The screenshot shows the user interface for the course 'TEROF120: Machines (F) - eLearning'. At the top, the course title is displayed, along with a progress indicator showing '1 of 3 lessons completed' and a yellow circle with the number '5'. Below the title, there is a 'Syllabus' section with three items: 'Notice of Confidentiality' (Completed), 'Machines' (In progress), and 'Machines Assessment' (Locked). The 'Machines' lesson is currently selected, and the main content area displays an illustration of a person riding a yellow scooter. Below the illustration, the word 'Machines' is written, and a yellow button labeled 'Resume where you left off' is visible. Navigation buttons for 'Previous lesson' and 'Next lesson' are located at the top right of the main content area.

# ACCESSING ELEARNING COURSES

## Course not available

If you have a course link but can't view the course materials, you will see the screen on the right.

**Note:** If you see the message **Course not available**, it means you do not have permission to access the course. Please contact your administrator to ensure you're enrolled or have the correct link.



# ACCESSING ILT COURSES

## ILT Course Page

If you are enrolled in an ILT course, but not enrolled in any of its sessions, you will land on the course page.

The page of an ILT course shows several details about the course, such as its ID and its description, its instructors, and the list of sessions composing it.

1. The **Enrollment options** area shows your enrollment status and may display alerts to prompt you to perform some actions (such as selecting a session in case you aren't enrolled in any of the available ones).
2. The **Course sessions** area lists all the sessions in which you can enroll, together with the details about the date and time, the number of events composing every session, their attendance type, and the session total duration.
  - Use the **arrow** at the end of the session row to see additional information such as the session instructor and the session events in calendar mode

**Terrain Office: Grading and Loading**  
Contact Darren at [mcnamara\\_darren@cat.com](mailto:mcnamara_darren@cat.com) for enrolment enquiries

ILT (Instructor-Led Training) ENGLISH

[ADD TO PLAYLIST](#) [MARK AS OUTDATED](#)

**Course description**  
Contact Darren at [mcnamara\\_darren@cat.com](mailto:mcnamara_darren@cat.com) for enrolment enquiries  
The Caterpillar Terrain Office program introduce users to Terrain Office for Grading & Loading Operations. It discusses the advantages and benefits of using Terrain, explores the many functions and features, investigates the different applications that are used in conjunction with it, and highlights the important system components that make it work.  
Terrain Office Grading and Loading is an Instructor Led Course conducted over four (4) days.  
[Show more](#) ▾

**Enrollment options** 1  
Enrolled  
Missing session enrollment  
Select a session and enroll  
[CHOOSE SESSION](#)

**Course sessions** 2  
8 full onsite sessions

**FILTERS**

17th to 20th Mar 2025	03/17/2025, 10:30 pm - 03/18/2025, 06:30 am (GMT +08:00) Asia/Shanghai 1 event   Full onsite   <a href="#">In-Person South Africa</a>   <a href="#">1 instructor</a>   8h	<a href="#">ENROLL</a> ▾
22nd to 25th Apr 2025	04/22/2025, 06:30 pm - 04/23/2025, 02:30 am (GMT +08:00) Asia/Shanghai 1 event   Full onsite   <a href="#">Remote Delivery</a>   8h	<a href="#">ENROLL</a> ▾

**Course details**  
Time to complete  
Unlimited access  
Course ID  
I-0WE620

# ACCESSING ILT COURSES

## ILT Session Page

If you are enrolled in at least one session, when you access the course from the My courses and learning plans page, you will land on the page of the first upcoming session.

1. The **Session information** area shows several details, such as number of events composing it, the attendance type, information about the location, and the session total duration.
2. The **Session events** area lists the events composing the session. Select the event date to see additional information on its schedule. Switch Days to Agenda for a different view mode.
3. If the course includes one or more training materials, they are listed in the **Course syllabus** section of the page and can be accessed in the same way as eLearning courses.

The screenshot displays the course page for "Terrain Office: Grading and Loading". The page is divided into several sections:

- Course Header:** "Terrain Office: Grading and Loading" with a sub-header "ILT (Instructor-Led Training) • English • 0 of 1 sessions completed".
- Session Dates:** "17th to 20th Mar 2025" with a sub-header "03/17/2025 - 03/18/2025 (GMT +08:00) Asia/Shanghai".
- Navigation Tabs:** "SESSION INFORMATION", "EVENTS", "SYLLABUS", and "INSTRUCTORS".
- Session Information (Annotation 1):** A yellow box highlights this section, showing:
  - Event: 1
  - Attendance: Full onsite
  - Location: In-Person South Africa
  - Duration: 8h
- Session Events (Annotation 2):** A yellow box highlights this section, showing:
  - 0 ended events | 1 scheduled events
  - OLDEST TO NEWEST | AGENDA
  - 2025
  - Show ended events (checked)
  - Mon 17 Mar
  - 17th to 20th Mar 2025
  - 03/17/2025, 07:30 am - 03:30 pm (GMT -07:00) America/Phoenix
  - 03/17/2025, 10:30 pm - 06:30 am (GMT +08:00) Asia/Shanghai
  - Onsite | In-Person South Africa | 8h
- Course Syllabus (Annotation 3):** A yellow box highlights this section, showing:
  - 1 Lesson
  - Mining Technology Academy Instructor Led Course Evaluation
  - HTML
- Completion Status:** "The instructor must mark the session as completed" with a "Pending instructor's approval" button.
- Course upcoming events:** "17th to 20th Mar 2025" with a sub-header "The event is scheduled for 03/17/2025 at 10:30:00 pm" and a link "Map and venue details".

# ACCESSING LEARNING PLANS

A learning plan is an educational program composed of different courses that you can complete in a free or sequential order.

**Note:** When you enroll in a learning plan, you are automatically enrolled in all the courses composing it and they will be listed on the My Courses and Learning Plans page.

The screenshot displays the 'MineStar Health Office Foundational' learning plan page. The page is divided into several sections:

- Learning plan description:** MineStar Health Foundational (F)
- Courses in the learning plan:** 5 eLearning | 3h 40m average time. This section lists five courses with their status and completion progress:
  - HEAOF100: Introduction to MineStar Health Office (F) - eLearning:** In progress, Mandatory | EN | eLearning | 2h 00m | 1 of 2 lessons completed. Action: RESUME.
  - HEAOF105: Thick Client Features (F) - eLearning:** Completed, Mandatory | EN | eLearning | 18m 00s | Course completed. Action: RETAKE.
  - HEAOF110: Server and Administration (F) - eLearning:** Completed, Mandatory | EN | eLearning | 34m 00s | Course completed. Action: RETAKE.
  - HEAOF115: Health Data Visualization (HDV) Overview (F) - eLearning:** In progress, Mandatory | EN | eLearning | 30m 00s | 3 of 4 lessons completed. Action: RESUME.
  - HEAOF120: Business Objects Report (F) - eLearning:** Not started, Mandatory | EN | eLearning | 18m 00s | 0 of 2 lessons completed. Action: PLAY.
- Progress:** 2 of 5 courses completed. 0h 52m of 3h 40m.
- Keep learning from:** HEAOF100: Introduction to MineStar Health Office (F) - eLearning. Action: RESUME TRAINING.
- Learning plan details:**
  - Average completion time: 3 hours 40 minutes
  - Time to complete: Unlimited access
  - Learning plan ID: LP-XVDM2V

# ACCESSING LEARNING PLANS

## Learning Plan Page

1. Your progress in the learning plan is shown in the **Progress** area.
  - If you have not yet started the learning plan, click **Start learning** now to begin your journey.
  - If you have started a course in the learning plan without completing it, click on the **Resume training** button in this area to continue the course.
2. Click **Play** or **Resume** in the course area to start a specific course. Click **Retake** to take the course again.

**MineStar Health Office Foundational**  
Learning plan

**Learning plan description**  
MineStar Health Foundational (F)

**Courses in the learning plan**  
5 eLearning | 3h 40m average time

Status	Course Name	Details	Action
In progress	HEAOF100: Introduction to MineStar Health Office (F) - eLearning	Mandatory   EN   eLearning   2h 00m   1 of 2 lessons completed	RESUME
Completed	HEAOF105: Thick Client Features (F) - eLearning	Mandatory   EN   eLearning   18m 00s   Course completed	RETAK
Completed	HEAOF110: Server and Administration (F) - eLearning	Mandatory   EN   eLearning   34m 00s   Course completed	RETAK
In progress	HEAOF115: Health Data Visualization (HDV) Overview (F) - eLearning	Mandatory   EN   eLearning   30m 00s   3 of 4 lessons completed	RESUME
Not started	HEAOF120: Business Objects Report (F) - eLearning	Mandatory   EN   eLearning   18m 00s   0 of 2 lessons completed	PLAY

**Progress** (1)

2 of 5 courses completed  
0h 52m of 3h 40m

**Keep learning from**

In progress HEAOF100: Introduction to MineStar Health Office (F) - eLearning  
EN | eLearning | 2h 00m  
RESUME TRAINING

**Learning plan details**

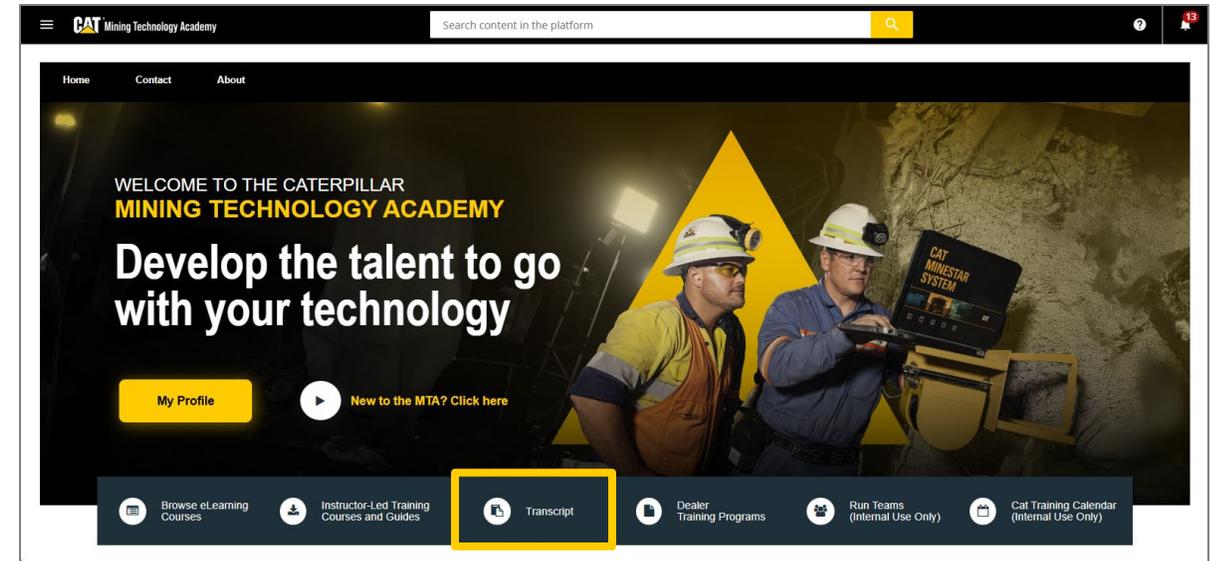
- Average completion time: 3 hours 40 minutes
- Time to complete: Unlimited access
- Learning plan ID: LP-XVDM2V

# ACCESSING TRANSCRIPTS

Click **Transcript** from the home page to view your transcript.

This contains all courses that you are enrolled in, have in progress, and completed.

Completed course will have a certificate icon. Click on the **icon** to download the certificate for that course.



	Courses									
	COURSE CODE	COURSE TITLE	USER STATUS	ENROLLED	EXPIRATION DATE	COURSE COMPLETION	CREDITS (CEUS)	TOTAL TIME	SCORE	
	TERSrv140_OR_ENG	TERSrv140: Integrated Terrain for Drilling Setup and Configuration Guide (F) - eLearning	COMPLETED	5/8/2023		5/8/2023		0h 1m	0.0	
	FreeDemo_ENG	Free Demo Courses	ENROLLED	6/7/2024				0s	0.00	
	U-TERONGL Upgrade7.03_OR_SP_2024	Terrain for Grading and Loading Onboard 7.3 Entrenamiento Delta - eLearning	ENROLLED	6/1/2023				0s	0.00	
	MC100_OR_ENG	MC100: Introduction to MineStar Controller (F) - eLearning	ENROLLED	6/21/2023				0s	0.00	
	TEROF_GL	Terrain Office: Grading and Loading	ENROLLED	5/8/2024				0s		
	TEROF120_OR_ENG	TEROF120: Machines (F) - eLearning	IN PROGRESS	10/29/2024				0h 1m	0.00	

# ACCESSING TRANSCRIPTS

- **Statistics** – summarizes your general information, such as your user level, email, any groups you belong to, your subscription date, last access date, total time you spent in the platform, and the number of active courses in which you are enrolled.
- **Additional info** – summarizes your job details.
- **Courses** – list of courses in which you are enrolled (active enrollments), as well as your archived enrollments, if any. Use the Enrollment Status dropdown to switch between the active and the archived enrollments.
- **ILT** – the list of the ILT (Instructor-Led Training) sessions in which you are enrolled. Click on the course and session information, to be directed to the course page.
- **Learning Plans** – the list of learning plans in which you are enrolled. Each row displays the learning plan name and code, the number of courses in the learning plan, and your progress in the learning plan (displayed as a percentage).
- **External Training** – sometimes, your company may want you to report training activities performed on third-party systems.
- **Social** – summary of your social activities related to forums.
- **Questions & Answers** – overview of the quality, quantity, and timing of both questions and answers.
- **Sharing Activity** – overview of the assets you shared.
- **Asset Ranks** – shows a list of all the assets you shared.

**Courses**

Enrollment status: Active enrollments

COURSE CODE	COURSE TITLE	USER STATUS	ENROLLED	EXPIRATION DATE	COURSE COMPLETION	CREDITS (CEUS)	TOTAL TIME	SCORE
TERSP		COMPLETED	5/8/2023		5/8/2023		0h 1m	0.00
FreeD		ENROLLED	6/7/2024				0s	0.00
U-TEROF		ENROLLED	6/1/2023				0s	0.00
MC10		ENROLLED	6/21/2023				0s	0.00
11200		ENROLLED	5/8/2024				0s	
TEROF		IN PROGRESS	10/29/2024				0h 1m	0.00

# CHECKING AND DOWNLOADING CERTIFICATES

You can download a certificate by clicking **Download certificate** upon completing the training associated with it or at any time after completion by clicking on that same button in the content header.

To check the certificates you obtained, open the main menu and click **My Activities**. Alternatively, click **Transcript** in the home page. Select the tab corresponding to the type of content you completed to obtain your certificates and click on the **certificate** icon at the end of the content row. The icon is visible only after you are awarded the certificate.

**TEROF190: Support Process (F) - eLearning**  
eLearning • English • Course completed

**Syllabus**  
3 Lessons • 30min

- Completed Notice of Confidentiality SCORM
- Completed Support Process SCORM
- Completed Support Process Assessment SCORM

**Well done, you have completed the course!**

Congratulations, you have successfully completed the course: TEROF190: Support Process (F) - eLearning

**Your achievements**

- Course score**  
Your final grade: 100
- Certificate**  
You earned the course certificate

**Download certificate**

**Courses**

Enrollment status: Active enrollments

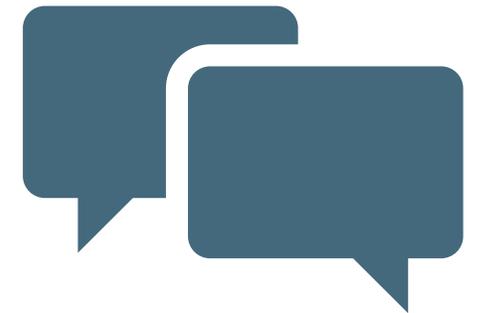
COURSE CODE	COURSE TITLE	USER STATUS	ENROLLED	EXPIRATION DATE	COURSE COMPLETION	CREDITS (CEUS)	TOTAL TIME	SCORE
FLTOF100_OR_ENG	FLTOF100: Overview and Basics (F) - eLearning	ENROLLED	6/13/2023			0s	0.00	
FLTOF110_OR_ENG	FLTOF110: Introduction to Spatial Mine Model (F) - eLearning	ENROLLED	6/13/2023			0s	0.00	
TEROF185_OR_ENG	TEROF185: General Truck Maintenance/ELearning	IN PROGRESS	10/29/2024			0h 1m	0.00	
TEROF190_OR_ENG	TEROF190: Support Process (F) - eLearning	COMPLETED	10/29/2024	12/18/2024		0h 6m	100.00	
EDGOF110_OR_MON	EDGOF110: Operation and Stop Reasons Mongolian (F) - eLearning	IN PROGRESS	10/29/2024			0h 11m	0.00	
MSUOP100_OR_ENG	MSUOP100: Vehicle Personal Computer A/PC (F) - eLearning	IN PROGRESS	10/29/2024			0h 1m	0.00	

# FAQ's

- ? What is available to Dealer and Customer with an eLearning subscription for MTA? (Caterpillar can verify if a subscription is in place)**

The subscription allows the number of users identified in the agreement letter to access all eLearning courses (eLearning courses are identified with the “eLearning” name in the title). All other courses not titled as eLearning are Instructor-Led and not part of the eLearning subscription.
- ? What if a user to an Instructor-Led class and they login to the MTA, but have no eLearning subscription?**

The user can review and retain materials such as participant guides and workbooks which were received in-class. Access to additional eLearning requires a subscription. Additional Instructor-Led courses must be booked as outlined below.
- How can a Dealer or Customer enroll in Instructor Led training courses?**
  - Option 1:** Send an email to [minestar\\_training@cat.com](mailto:minestar_training@cat.com) to inquire about the available ILT courses,
  - Option 2:** The Dealer and/or Customer go through Train-the-Trainer (TTT) Qualification program and purchase the material with an MTA subscription to enable them to train internally and externally.



# FURTHER INFORMATION



For any login issues, or further information, please reach out to [minestar\\_training@cat.com](mailto:minestar_training@cat.com).



CAT.COM/MINING

Wherever there's mining, there are challenges. Lowering costs. Keeping people safe. Working more efficiently. Managing your assets. Reducing fuel consumption.

And wherever there are challenges, there's Caterpillar. We don't just sell mining equipment; we solve problems. We're a true business partner who shares your goal of mining excellence — however you define it. And we have the knowledge, products, technologies, and solutions to help you get there.

WHEREVER THERE'S MINING, **WE'RE THERE.**

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