

# DISSOLUTION TRAINING

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## Information for the learner

You should be an individual in your department or company who is required to understand dissolution for your role and who is authorized to enter the training program by an approved manager.

## Registering as a learner

- Once you have decided that you should complete the training program you need to inform your manager as they will need to register you onto the system
- The manager will then either approve or deny your application
- Your manager will then provide you with your username and password which you will need to log on to the system

As the learner you are responsible for your own independent completion of the e-learning program.

## Assessment

- The assessment consists of 20 multiple choice questions selected at random
- Pass rate = 80%

Once you have completed the assessment, the manager will receive confirmation of your result; they can then review the questions that you either answered incorrectly or with 'I don't know'.

## Unsuccessful learners:

- If you fail the assessment, you will have the opportunity to retry after 24 hours
- You are allowed up to a maximum of 3 attempts
- The manager will review the result and support you through the best course of action. You can either:
  - a) Work through the whole Dissolution 1-on-1 learning programme again. The program is located at <http://dissolution.chem.agilent.com/learn/dissolution-1-on-1/>
  - b) Work through the modules specific to the areas identified by the incorrect answers as those that you need to concentrate on

Certification:

- If you pass the assessment, the manager will review any incorrect or unknown answers with you to ensure that you are aware of the correct answers before you are certificated
- Once the manager is satisfied that you have successfully completed the scheme, they will then generate and sign the certificate
- You will then be entered onto the database