



TCCT

e-Learning

System Manual For User



สำนักงานคณะกรรมการการแข่งขันทางการค้า
TRADE COMPETITION COMMISSION OF THAILAND

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1) Access to TCCT e-Learning system

Step 1 Open a web browser. (Recommend Google Chrome)



Picture 1 Access to TCCT e-Learning System | Step 1

Step 2 Enter elearning.tcct.or.th in the URL field.



Picture 2 Access to TCCT e-Learning System | Step 2

Then go to the home page of the TCCT e-Learning system.



Picture 3 Homepage TCCT e-Learning System

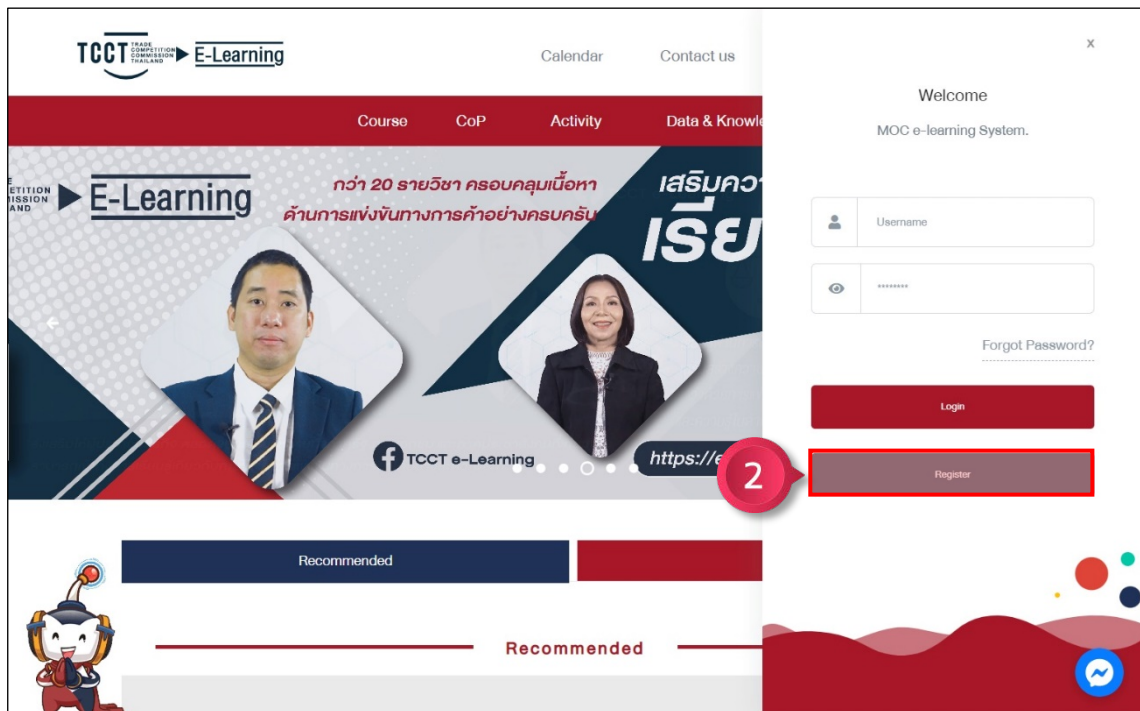
2) User Registration

Step 1 Click the Login button. 





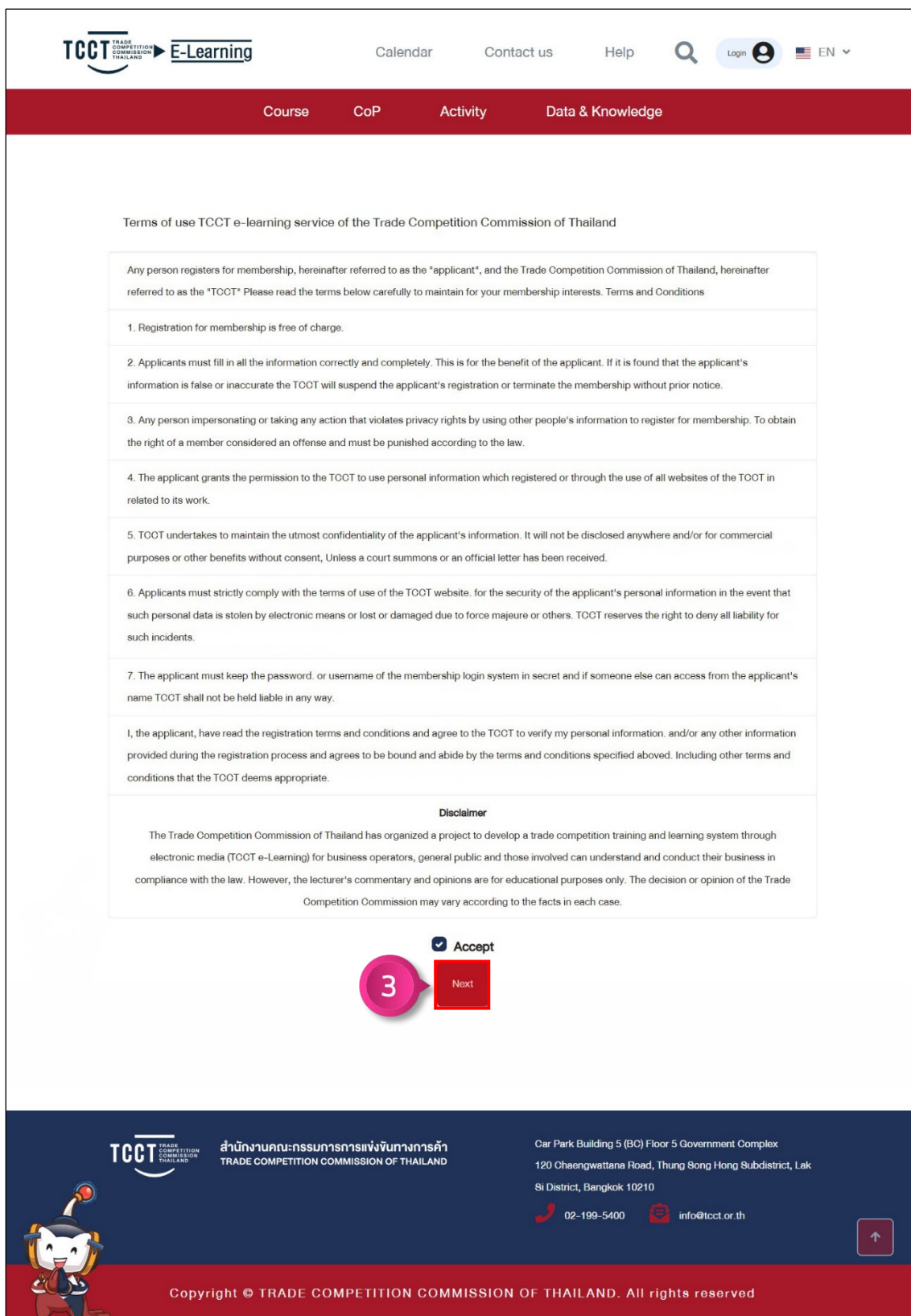
Picture 4 User Registration | Step 1

Step 2 Click the Register button. 



Picture 5 User Registration | Step 2

Step 3 mark Accept the terms  and then click the Next button. 



TCCT TRADE COMPETITION COMMISSION OF THAILAND **E-Learning** Calendar Contact us Help Login EN

Course CoP Activity Data & Knowledge

Terms of use TCCT e-learning service of the Trade Competition Commission of Thailand

Any person registers for membership, hereinafter referred to as the "applicant", and the Trade Competition Commission of Thailand, hereinafter referred to as the "TCCT" Please read the terms below carefully to maintain for your membership interests. Terms and Conditions


1. Registration for membership is free of charge.
2. Applicants must fill in all the information correctly and completely. This is for the benefit of the applicant. If it is found that the applicant's information is false or inaccurate the TCCT will suspend the applicant's registration or terminate the membership without prior notice.
3. Any person impersonating or taking any action that violates privacy rights by using other people's information to register for membership. To obtain the right of a member considered an offense and must be punished according to the law.
4. The applicant grants the permission to the TCCT to use personal information which registered or through the use of all websites of the TCCT in related to its work.
5. TCCT undertakes to maintain the utmost confidentiality of the applicant's information. It will not be disclosed anywhere and/or for commercial purposes or other benefits without consent. Unless a court summons or an official letter has been received.
6. Applicants must strictly comply with the terms of use of the TCCT website. for the security of the applicant's personal information in the event that such personal data is stolen by electronic means or lost or damaged due to force majeure or others. TCCT reserves the right to deny all liability for such incidents.
7. The applicant must keep the password, or username of the membership login system in secret and if someone else can access from the applicant's name TCCT shall not be held liable in any way.

I, the applicant, have read the registration terms and conditions and agree to the TCCT to verify my personal information, and/or any other information provided during the registration process and agrees to be bound and abide by the terms and conditions specified above. Including other terms and conditions that the TCCT deems appropriate.

Disclaimer

The Trade Competition Commission of Thailand has organized a project to develop a trade competition training and learning system through electronic media (TCCT e-Learning) for business operators, general public and those involved can understand and conduct their business in compliance with the law. However, the lecturer's commentary and opinions are for educational purposes only. The decision or opinion of the Trade Competition Commission may vary according to the facts in each case.

Accept

3 

TCCT TRADE COMPETITION COMMISSION OF THAILAND สำนักงานคณะกรรมการแข่งขันทางการค้า TRADE COMPETITION COMMISSION OF THAILAND Car Park Building 5 (BC) Floor 5 Government Complex 120 Chaengwattana Road, Thung Song Hong Subdistrict, Lak Si District, Bangkok 10210 02-199-5400 info@tcct.or.th

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Picture 6 User Registration | Step 3

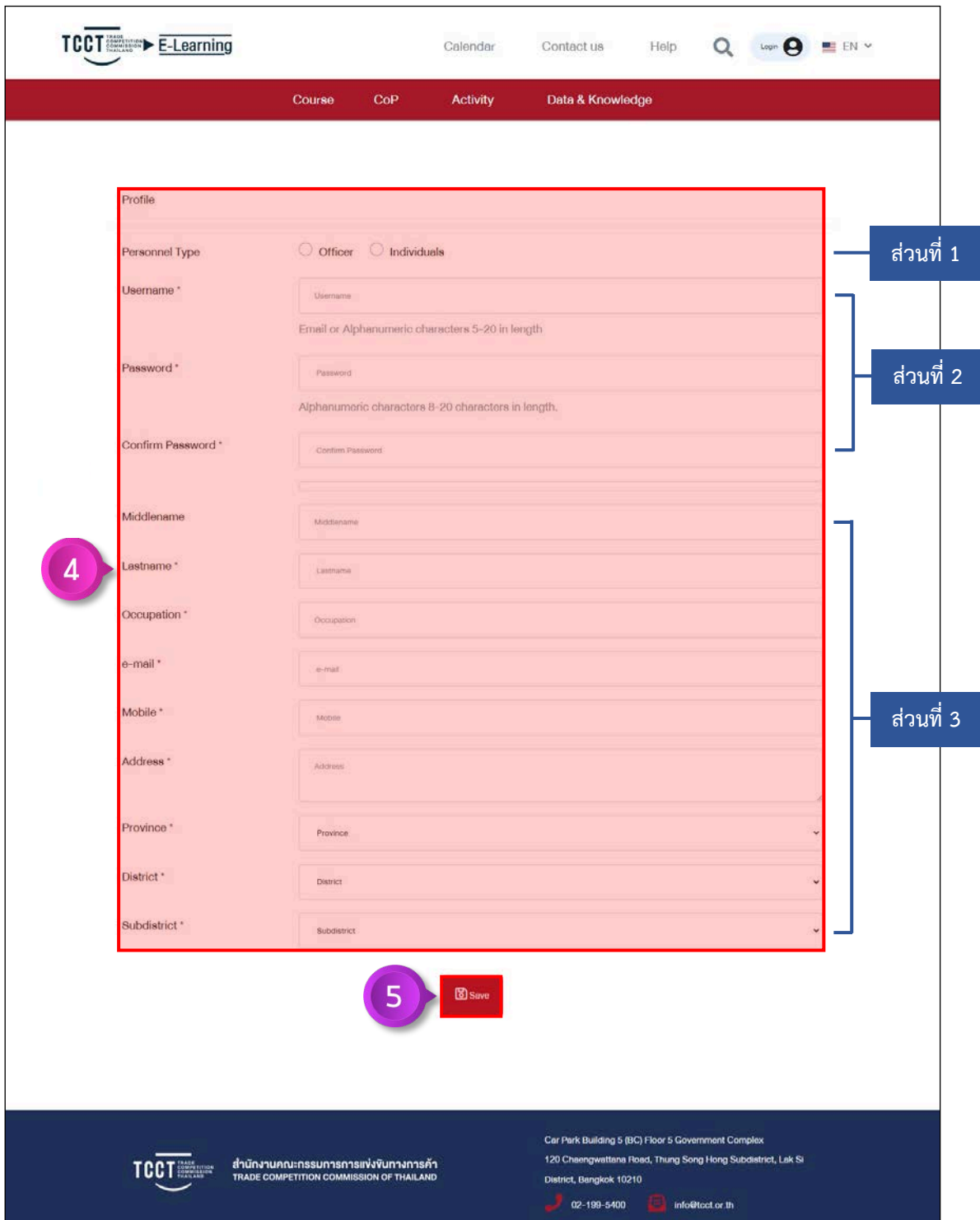
Step 4 Fill out the application in three parts

Part 1 Choose a Category.

Part 2 Set the Username and Password of the Applicant.

Part 3 Enter personal information.

Step 5 Click the Save button  to confirm your application.



The screenshot shows the TCCT E-Learning user registration form. The form is titled "Profile" and contains the following fields:

- Personnel Type: Officer Individuals
- Username *: Username
Email or Alphanumeric characters 5-20 in length
- Password *: Password
Alphanumeric characters 8-20 characters in length.
- Confirm Password *: Confirm Password
- Middlename: Middlename
- Lastname *: Lastname
- Occupation *: Occupation
- e-mail *: e-mail
- Mobile *: Mobile
- Address *: Address
- Province *: Province
- District *: District
- Subdistrict *: Subdistrict

A red box highlights the form fields. A blue box labeled "ส่วนที่ 1" points to the Personnel Type field. A blue box labeled "ส่วนที่ 2" points to the Username and Password fields. A blue box labeled "ส่วนที่ 3" points to the Middlename, Lastname, Occupation, e-mail, Mobile, Address, Province, District, and Subdistrict fields. A purple circle with the number "4" points to the form fields. A purple circle with the number "5" points to the Save button.

Picture 7 User Registration | Step 4 – 5

3) Login

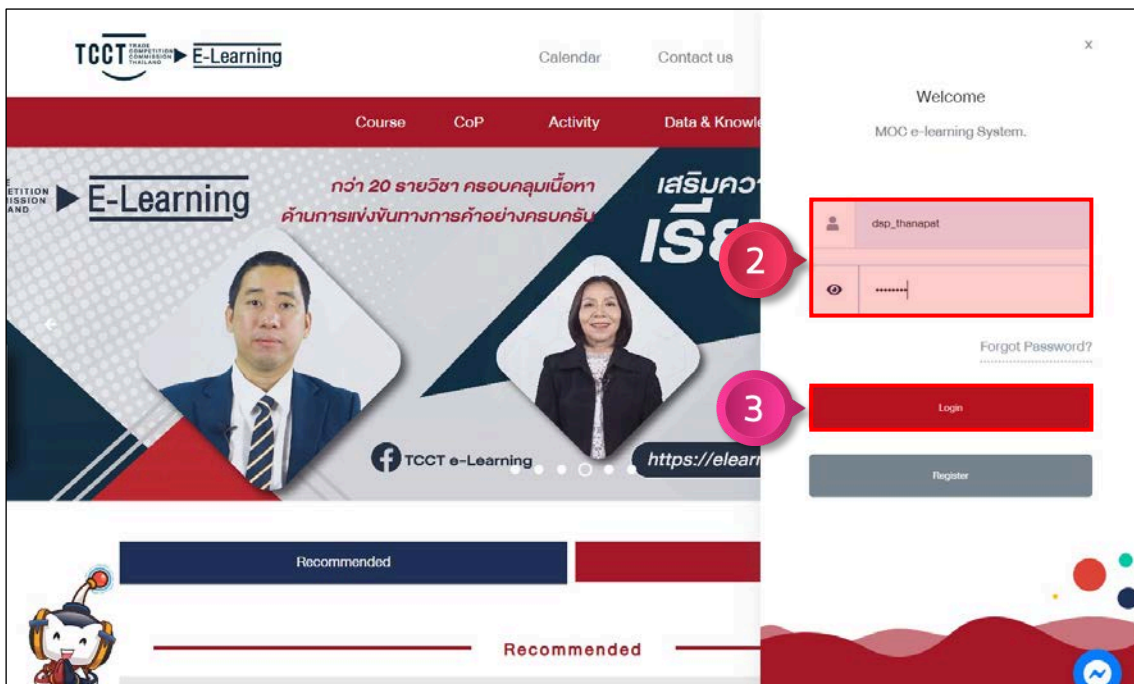
Step 1 Click the Login button. 



Picture 8 Login | Step 1

Step 2 Enter the Username and Password of the user correctly.

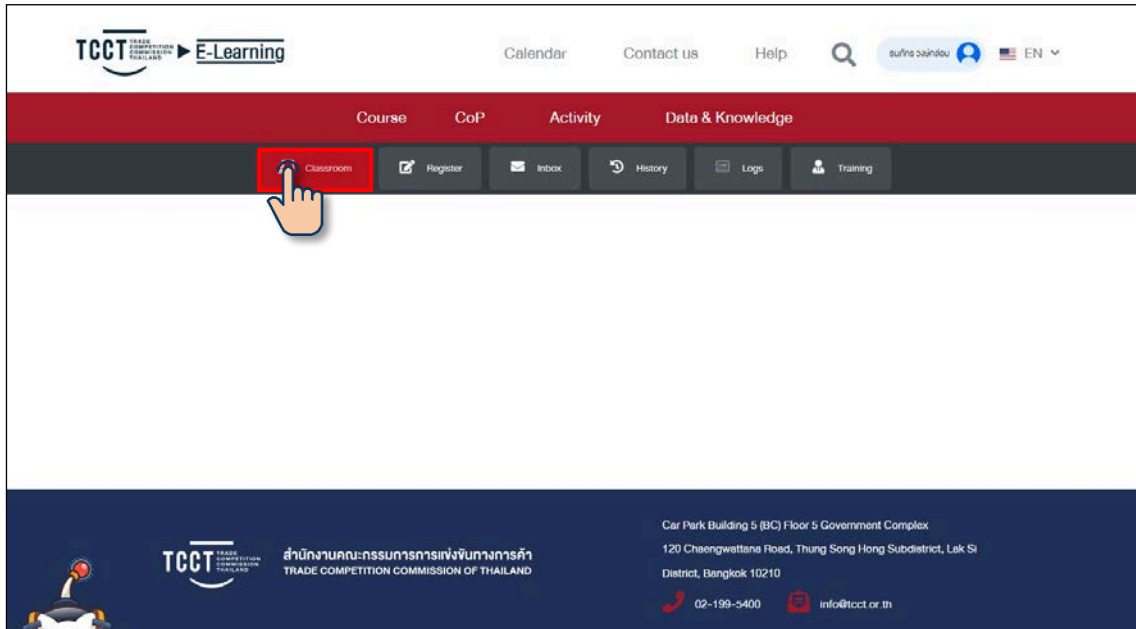
Step 3 Click the Login button. 



Picture 9 Login | Step 2 – 3

After logging in, you will enter the classroom menu. to display the courses that the user has registered and can go to school right away.

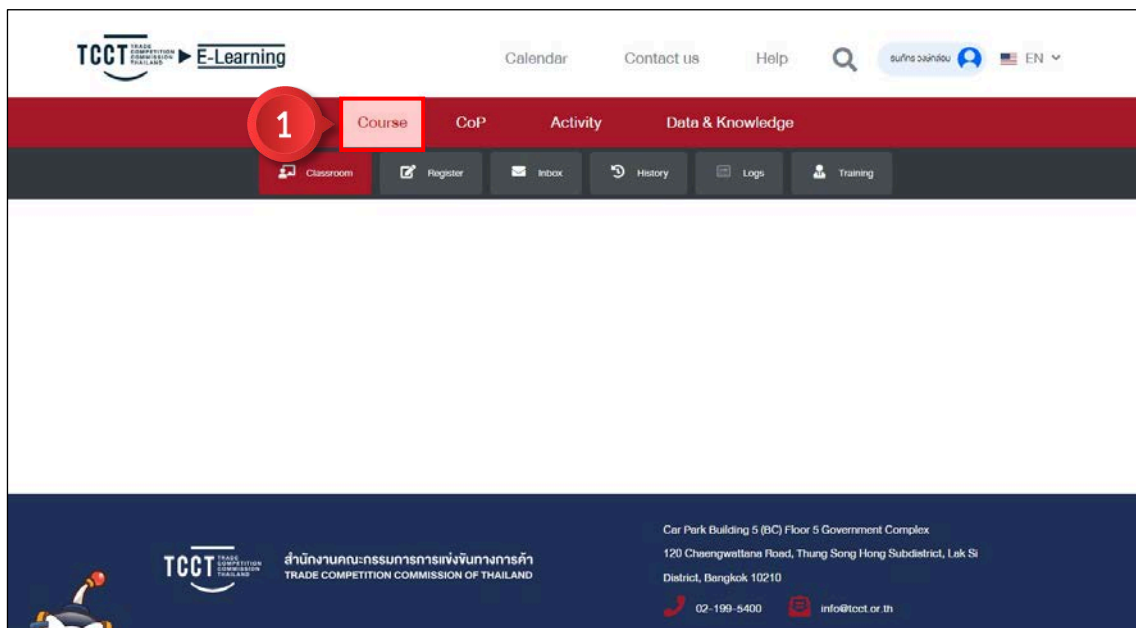
Note: Because the preview is the first use. Therefore, the registered courses do not appear.



Picture 10 Login Success

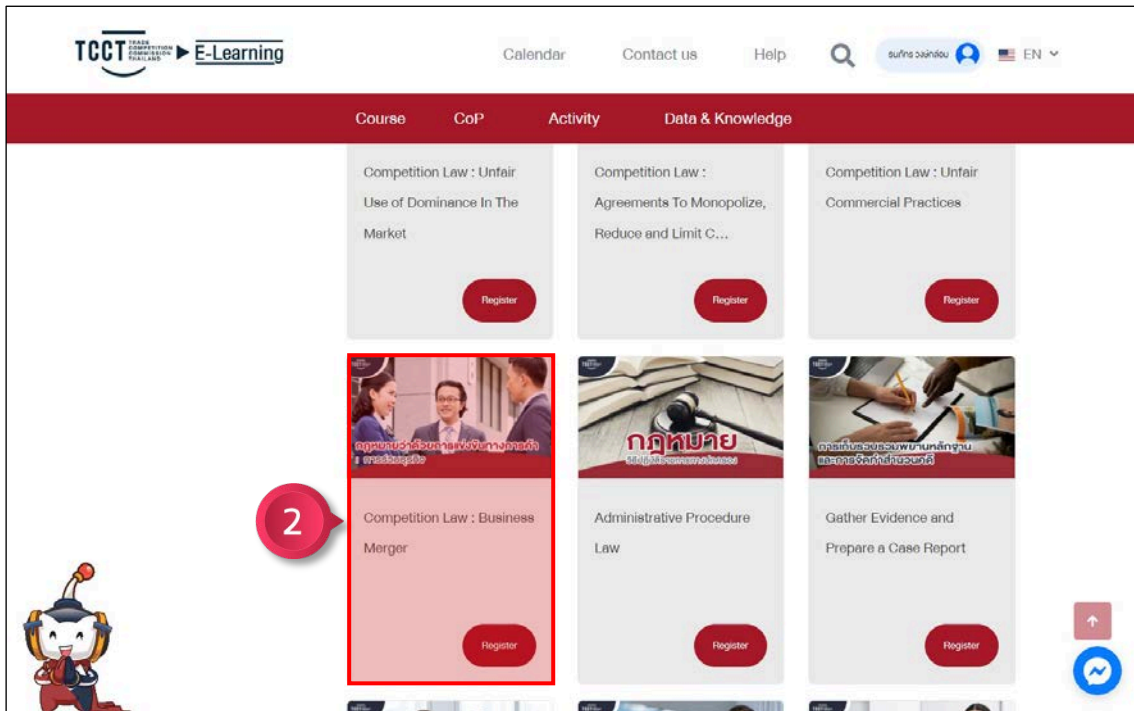
4) Course Registration

Step 1 Click the **Course** menu to display all courses.



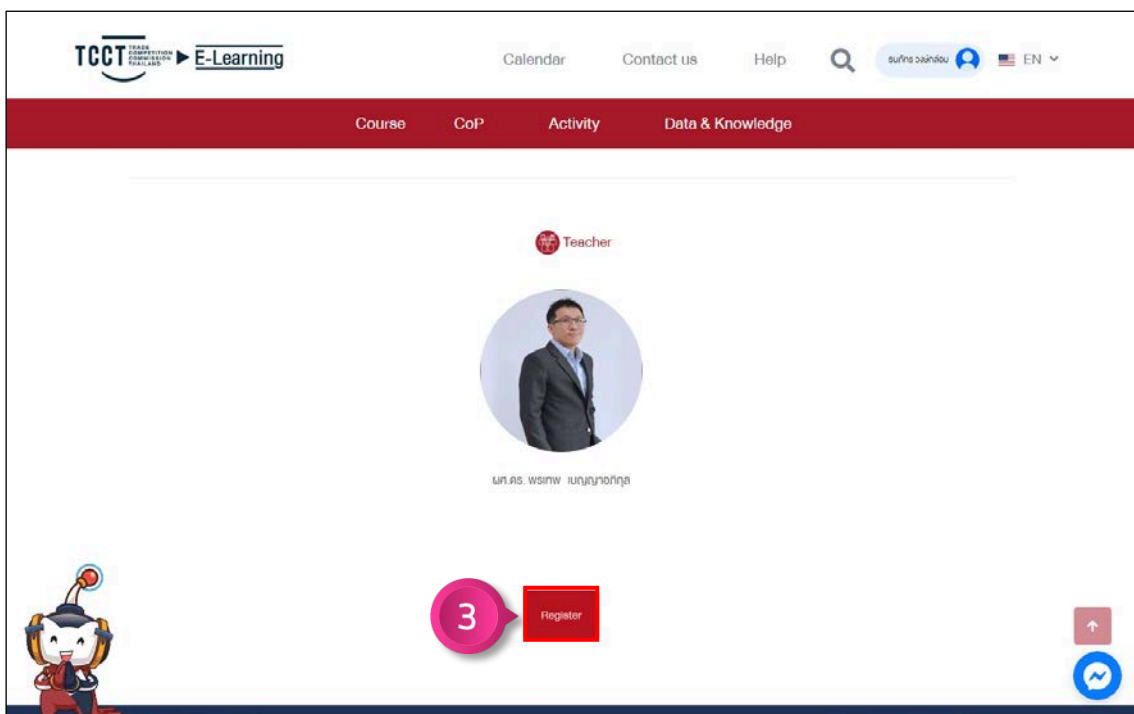
Picture 11 Course Registration | Step 1

Step 2 Click on the desired course to view details.



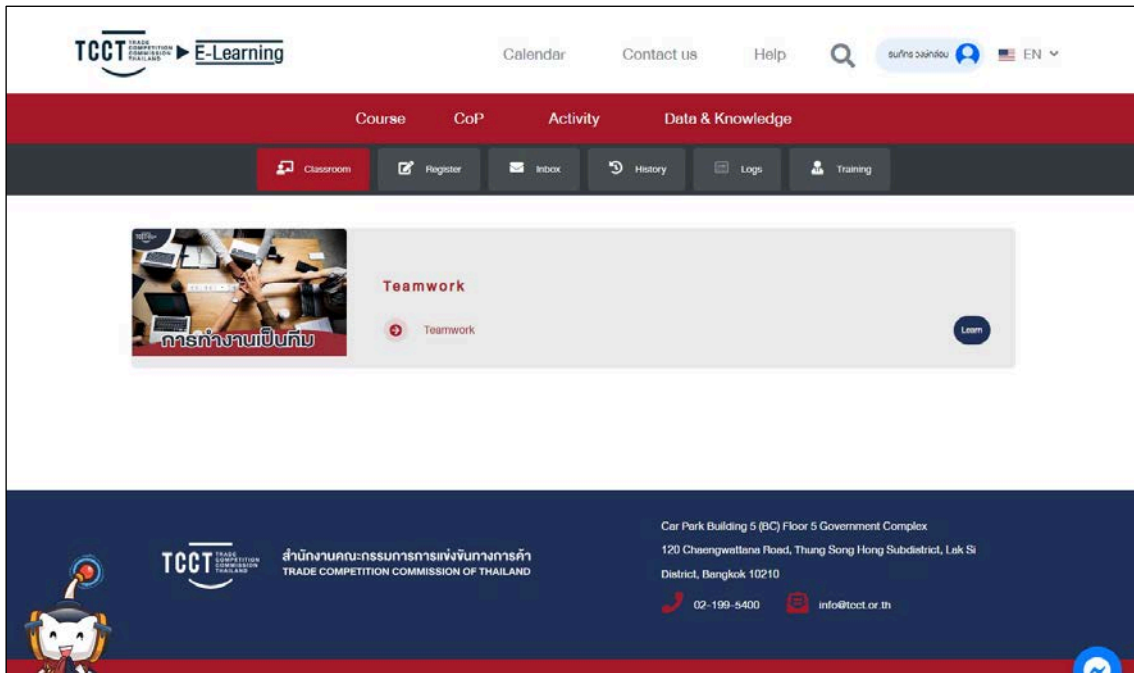
Picture 12 Course Registration | Step 2

Step 3 Click the Register button **Register** to confirm registration.



Picture 13 Course Registration | Step 3

Then come back to the classroom menu. to display the user's registered courses

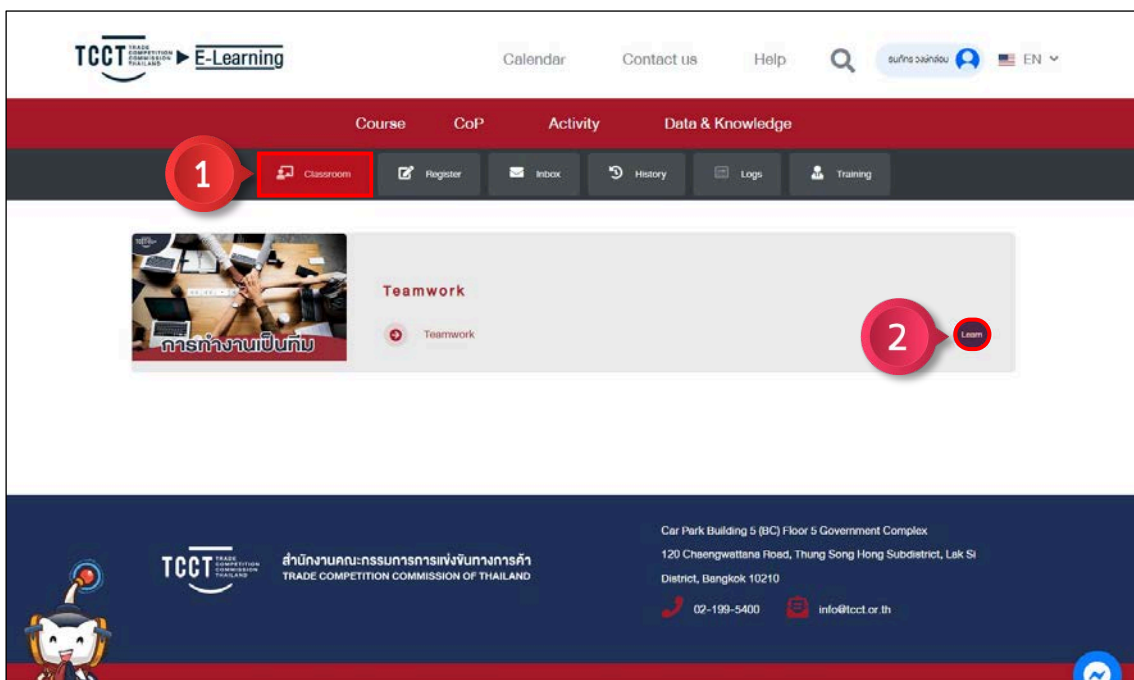


Picture 14 Course registration history

5) Studying Subjects in The Course

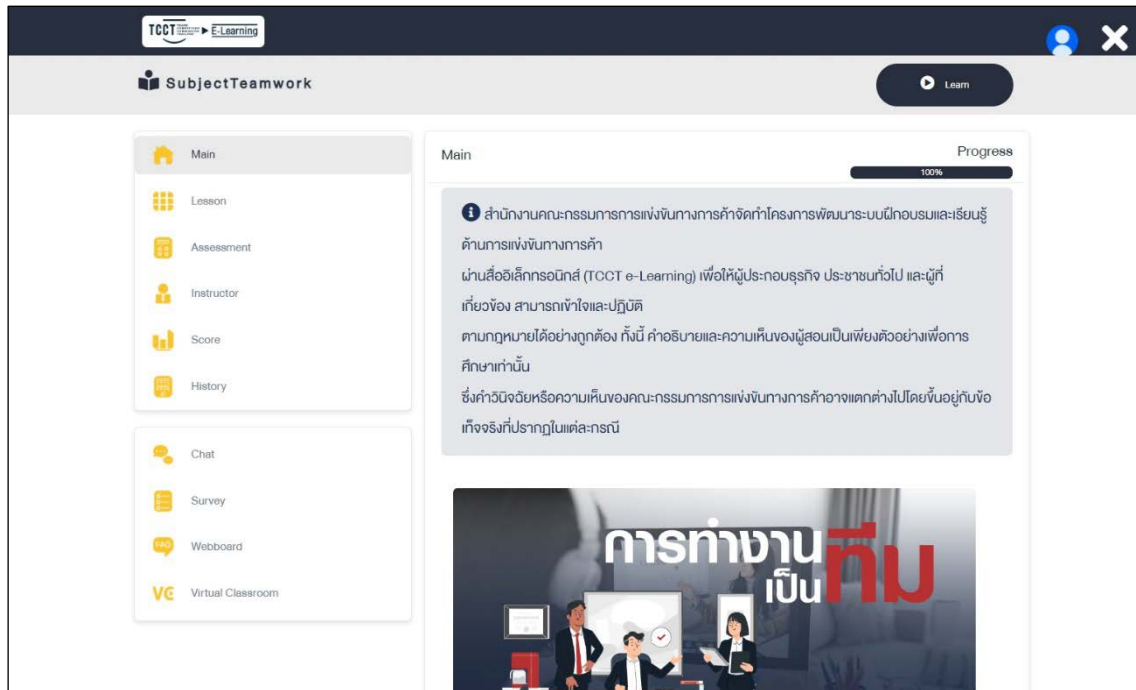
Step 1 Click the **Classroom** menu to display the registered courses.

Step 2 Click the Learn button. **Learn**



Picture 15 Studying subjects in the course | Step 1 – 2

Then go to the main course page.

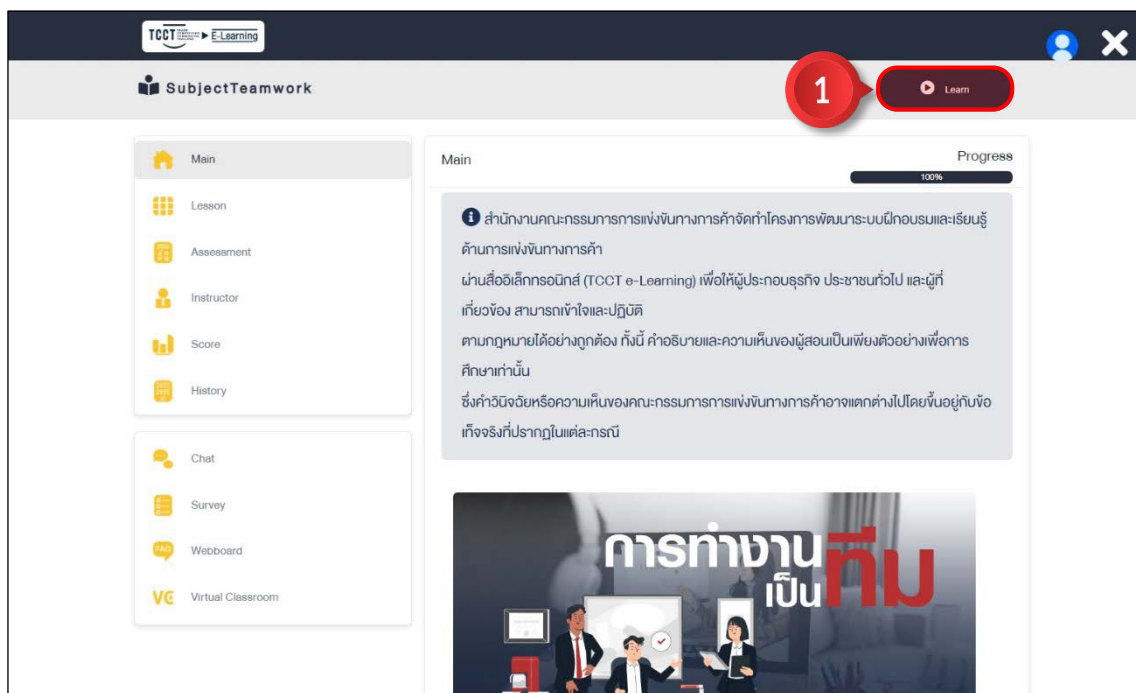


Picture 16 Main page of the course

6) Lesson Study

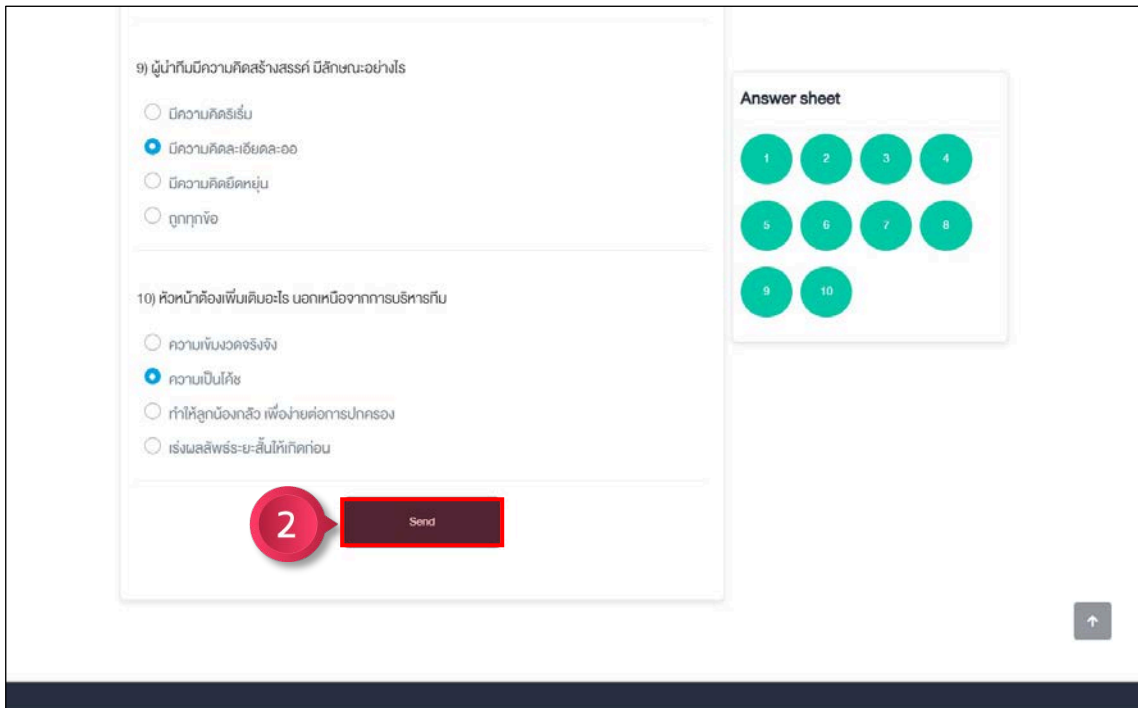
6.1 Pre-Test

Step 1 Click the Learn button  to take the Pre-Test



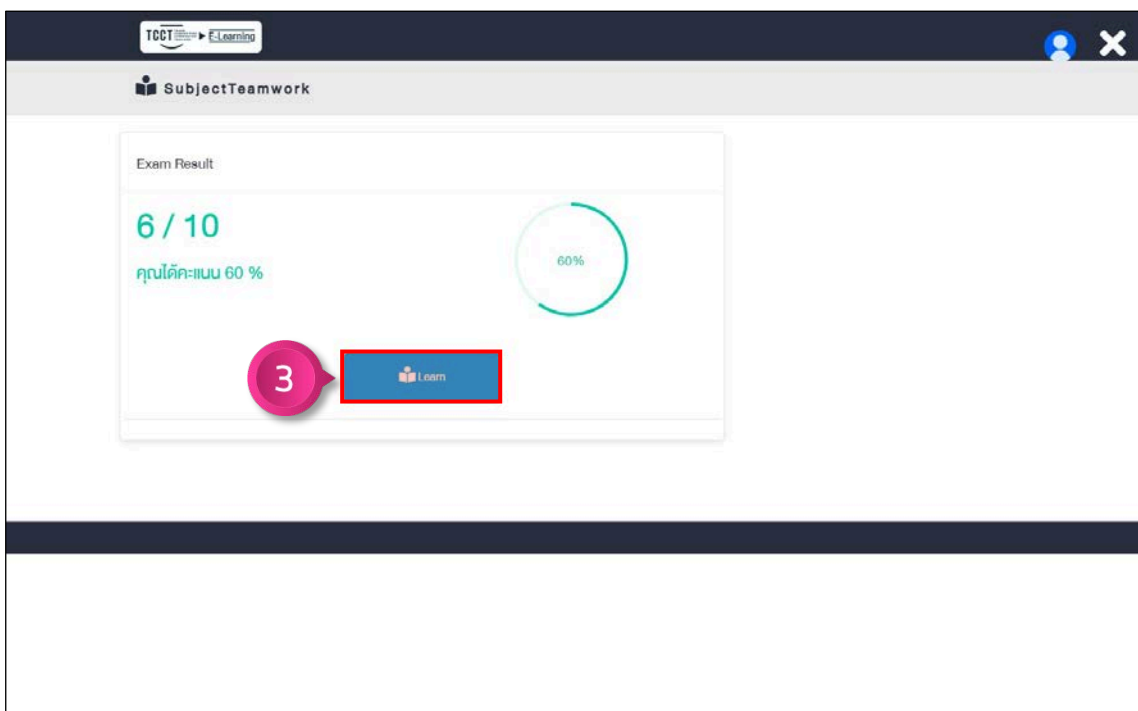
Picture 17 Pre-Test | Step 1

Step 2 Complete the pre-test for all items. Then click the Send button. [Send](#)



Picture 18 Pre-Test Step 2

Step 3 Success score. Then click the Learn button [Learn](#) to enter the lesson

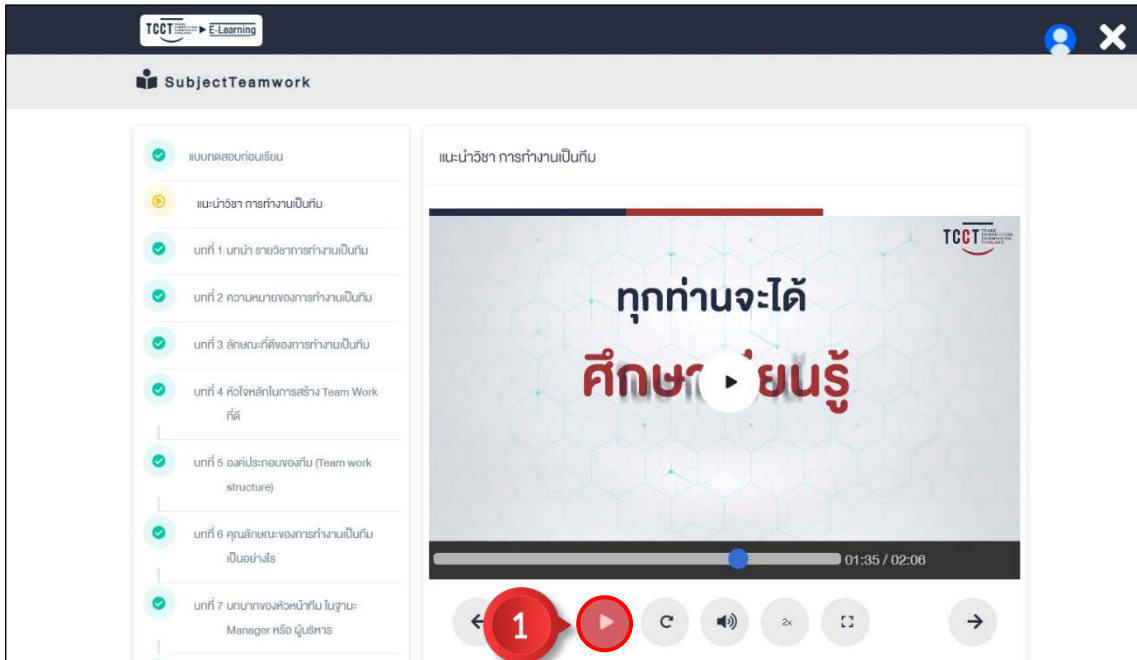


Picture 19 Pre-Test | Step 3


6.2 Lesson Study

Step 1 Click the Play button.  to start playing the video.

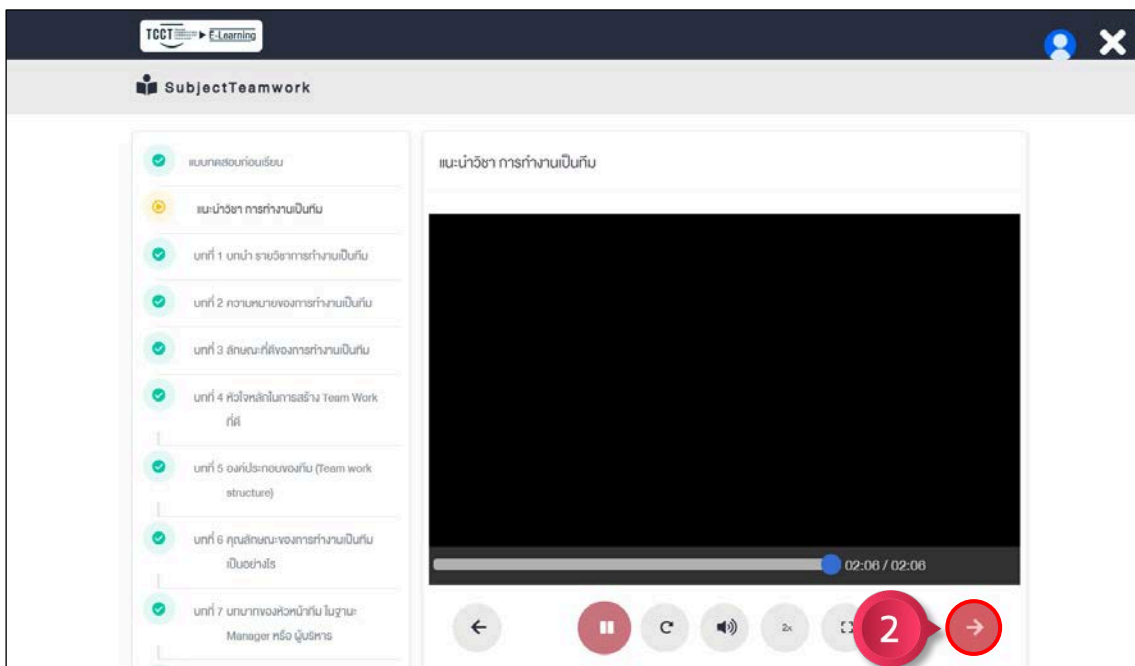
Note: Learn in order Unable to skip chapters



Picture 20 Lesson Study | Step 1

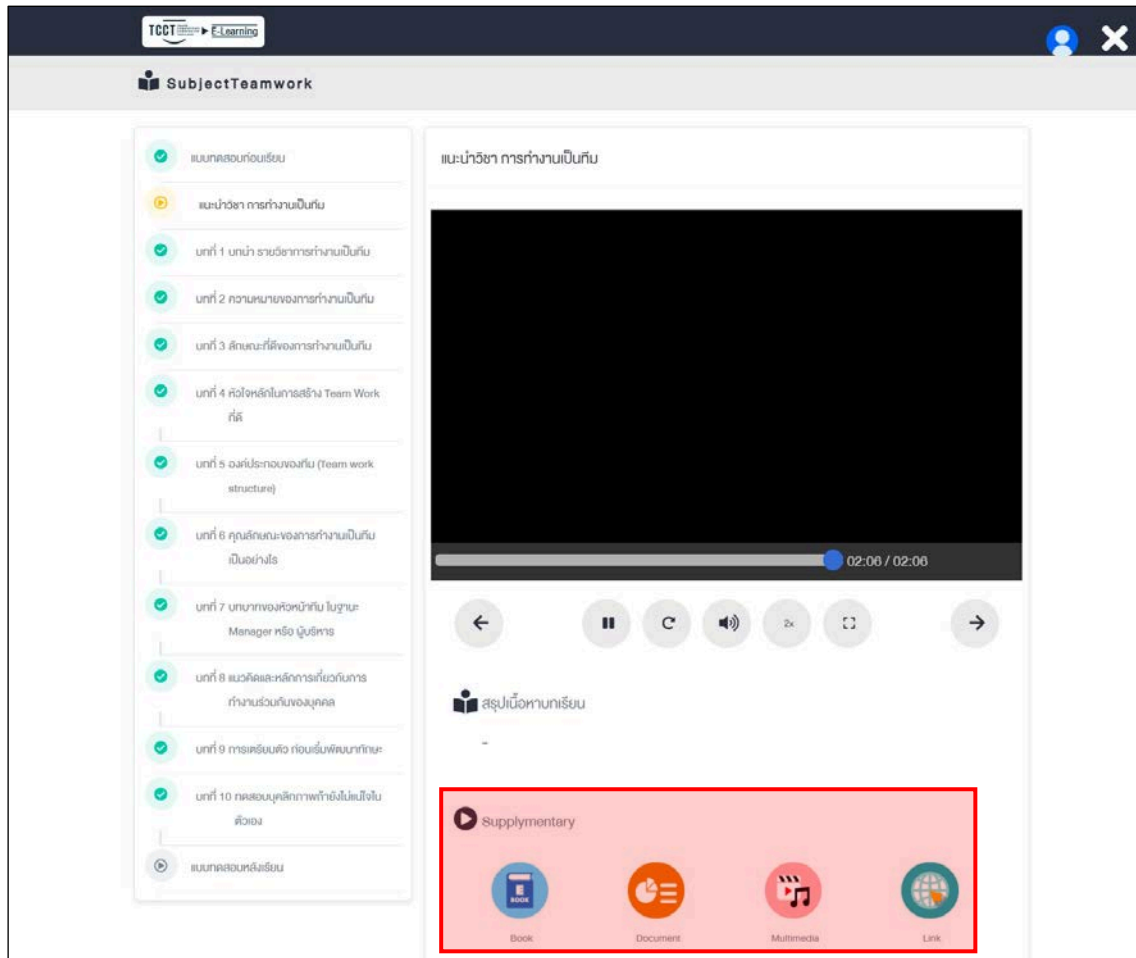
Step 2 After the current video ends. Click the Next button  to learn next chapter.

Note: Do the same for every lesson.







Picture 21 Lesson Study | Step 2

Learners can use additional materials from the Additional Learning Resources menu.



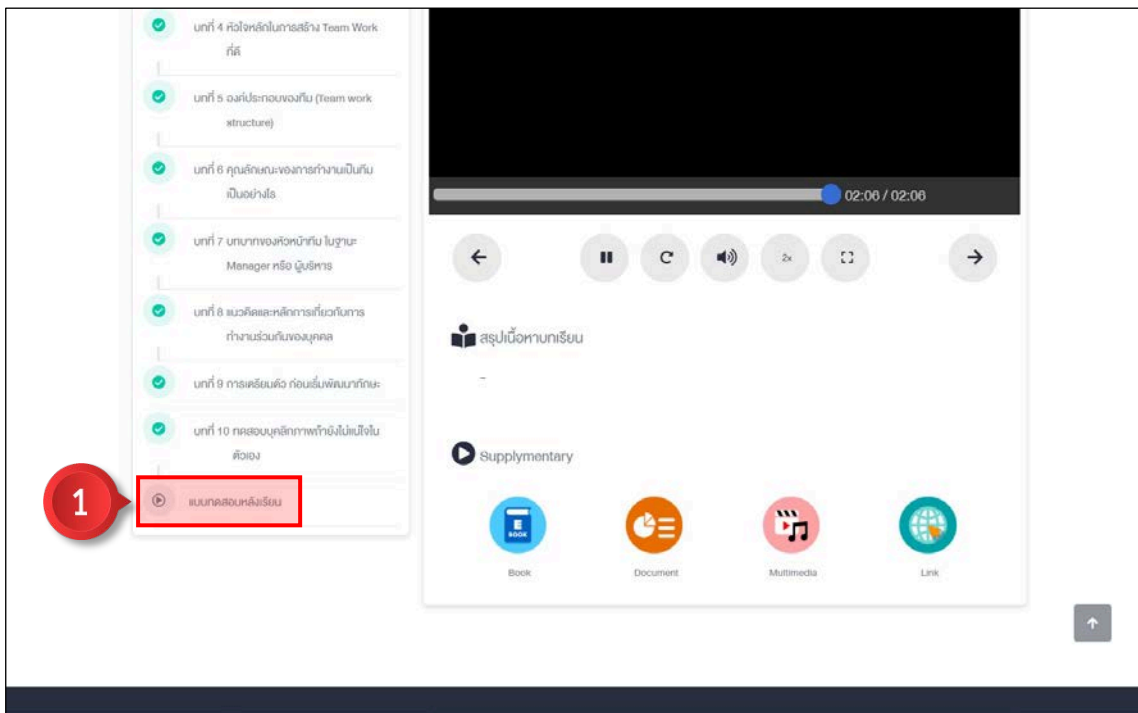
Picture 22 Supplementary Media

Description of additional resources

Picture	Name	Description
	Book Store	Use E-Book.
	Document	Use Pdf, Word, PowerPoint, Excel.
	Multimedia	Use images, audio and video.
	Link	Use external websites.

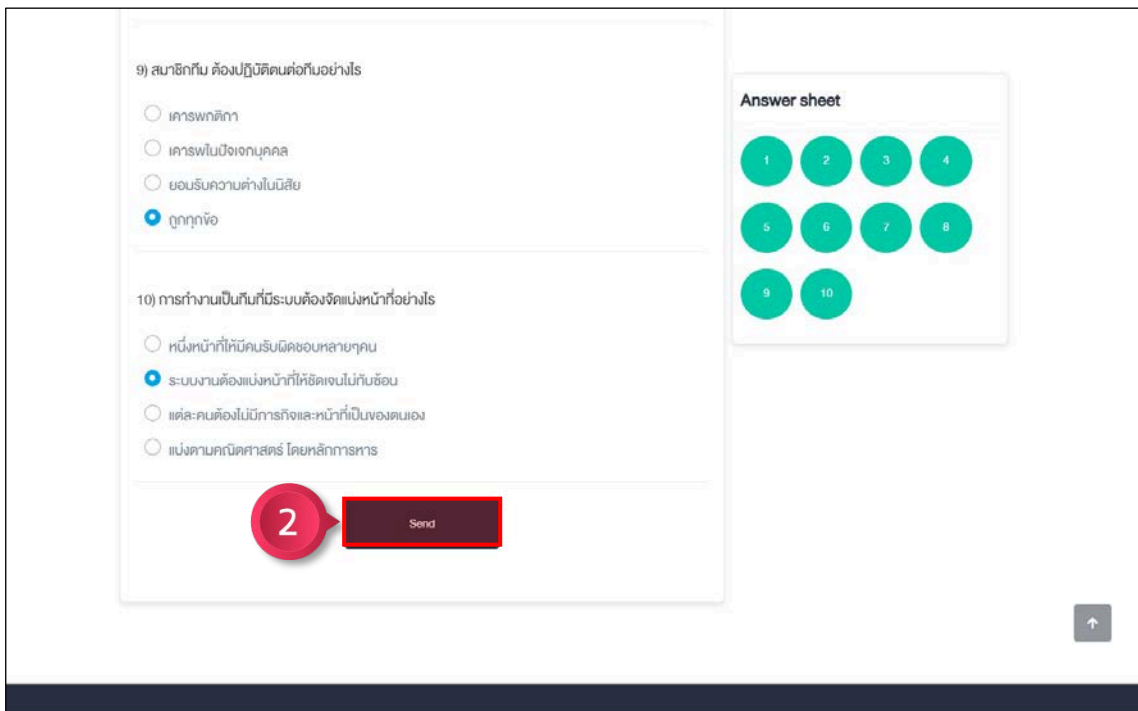
6.3 Post-Test and Surveys

Step 1 Click the menu Post-Test after studying all chapters.



Picture 23 Post-test and surveys | Step 1

Step 2 Complete the post-test for all items. Then click the Send button. Send



Picture 24 Post-test and surveys | Step 2

Step 3 Complete all surveys. Then click the button Send Survey Send Survey

TOCT e-Learning
Subject การทำงานเป็นทีม

Satisfaction Survey

1) เพศ

ชาย

หญิง

2) ด้านเนื้อหา

Items	ระดับความพึงพอใจ				
	มากที่สุด	มาก	ปานกลาง	น้อย	น้อยที่สุด
เนื้อหา มีความเหมาะสมและสอดคล้องกับวัตถุประสงค์ของหลักสูตร	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
เนื้อหา จัดอย่างเป็นระบบสอดคล้องกับความคิดเห็น	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
เอกสารประกอบการเรียนมาครอบคลุมเนื้อหาวิชา	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
ความเหมาะสมของระยะเวลาเรียนเนื้อหาวิชา	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3) ด้านผู้สอน

Items	ระดับความพึงพอใจ				
	มากที่สุด	มาก	ปานกลาง	น้อย	น้อยที่สุด
การถ่ายทอดความรู้ของวิทยากรมีความชัดเจน	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
การเชื่อมโยงเนื้อหาในการฝึกอบรม	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
มีความกระตือรือร้นของเนื้อหาในการฝึกอบรม	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

4) ด้านความรู้ความเข้าใจ

Items	ระดับความพึงพอใจ				
	มากที่สุด	มาก	ปานกลาง	น้อย	น้อยที่สุด
ความรู้ ความเข้าใจในเรื่องนี้ ก่อน การอบรม	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
ความรู้ ความเข้าใจในเรื่องนี้ หลัง การอบรม	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

5) ด้านการนำความรู้ไปใช้


Items	ระดับความพึงพอใจ				
	มากที่สุด	มาก	ปานกลาง	น้อย	น้อยที่สุด
สามารถนำความรู้ที่ได้รับไปประยุกต์ใช้ในการปฏิบัติงานได้ดี	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
มีความตั้งใจจะนำความรู้ที่ได้รับไปใช้	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
คาดว่าจะนำความรู้ไปเผยแพร่ / ถ่ายทอดให้	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

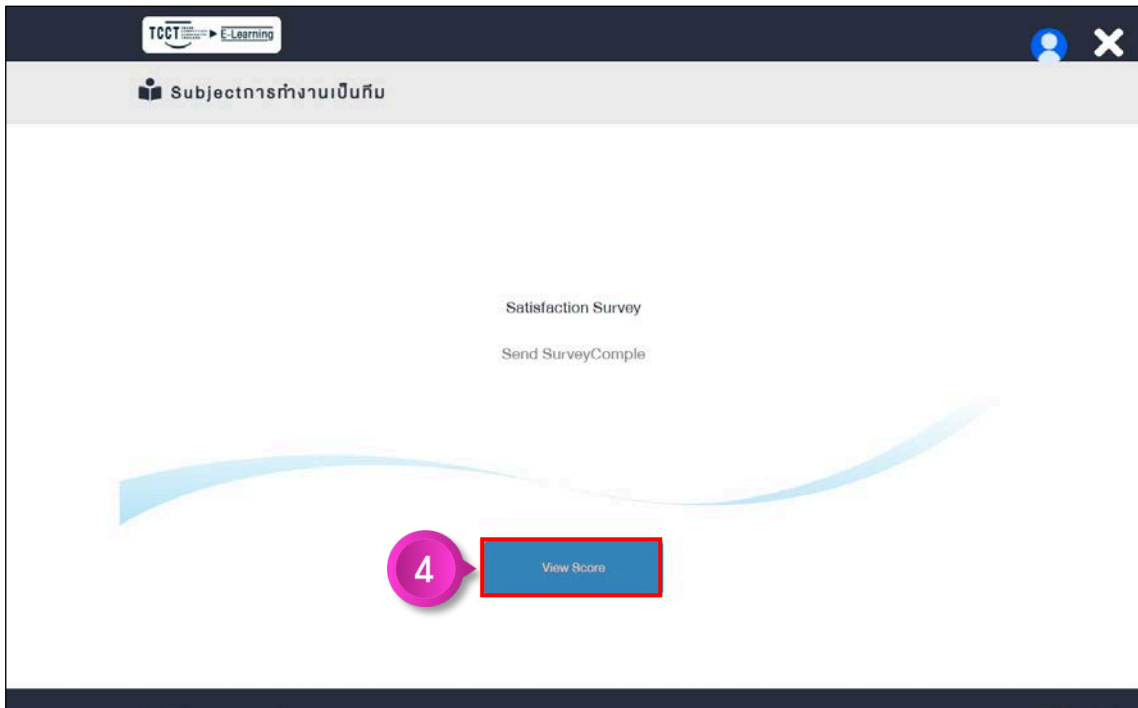
6) ข้อเสนอแนะอื่น ๆ

3


Send Survey

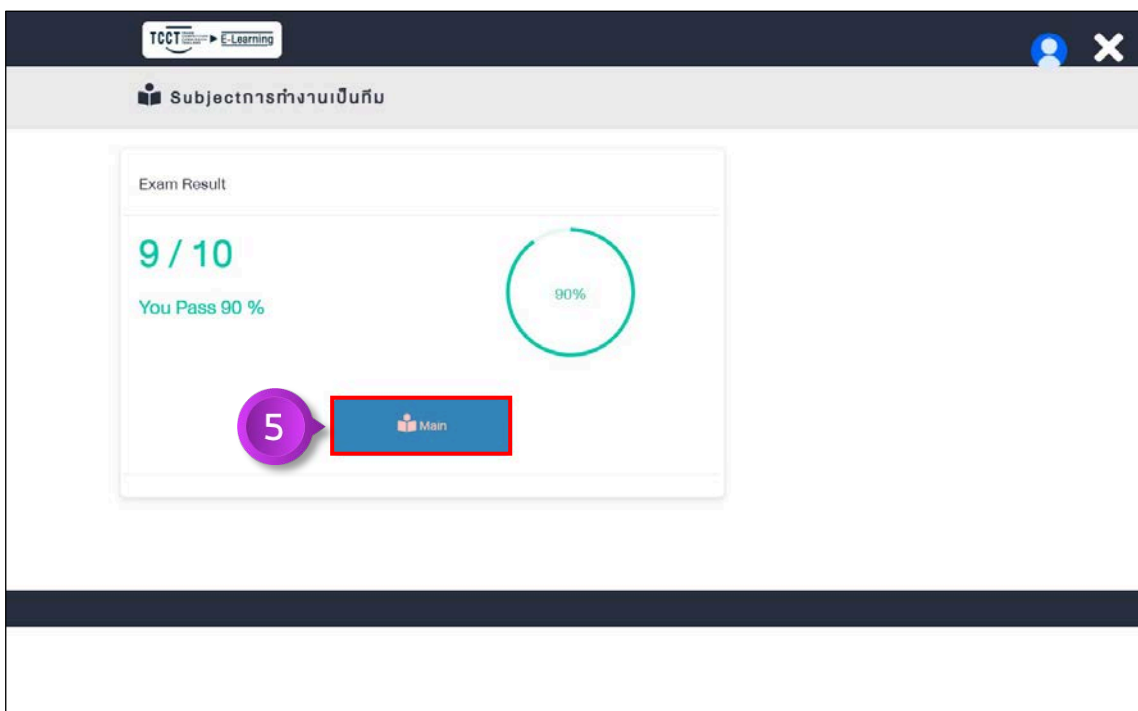
Picture 25 Post-test and surveys | Step 3

Step 4 Click the View Exam Results button. 



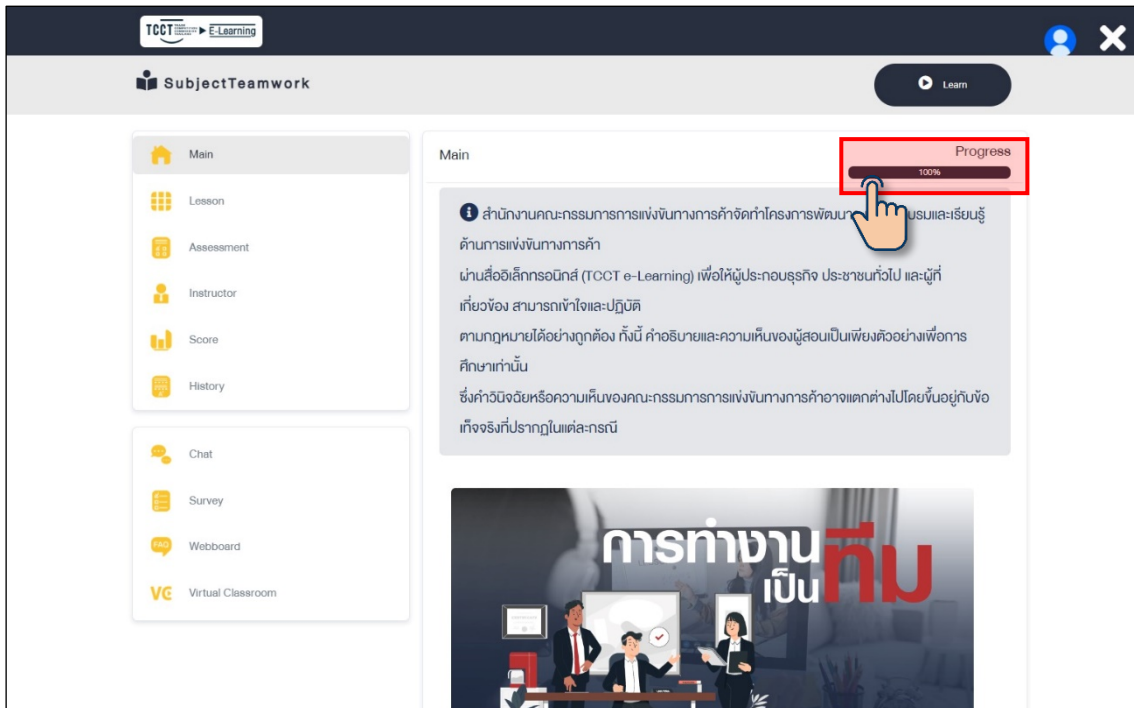
Picture 26 Post-test and surveys | Step 4

Step 5 Success score. Then click the Main button  return to the main page



Picture 27 Post-test and surveys | Step 5

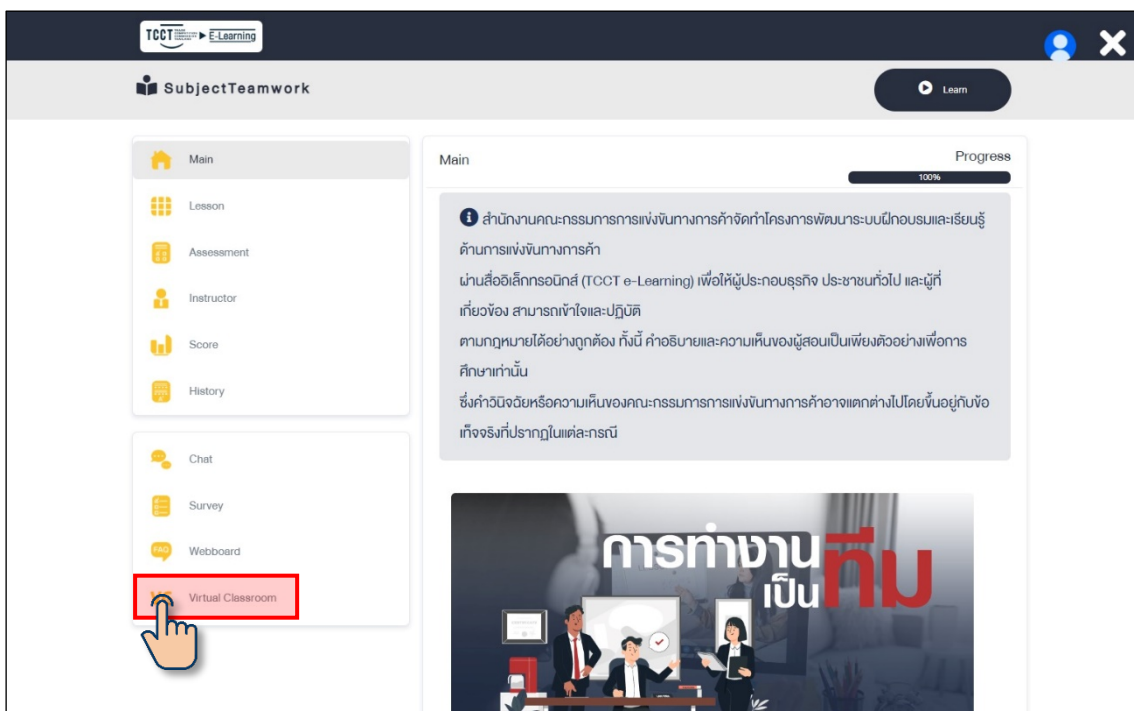
After the user completes all chapters. The progress slot will change to 100%.



Picture 28 Level of study progress

6.4 Using The Online Classroom

Click the Virtual Classroom menu to get started.

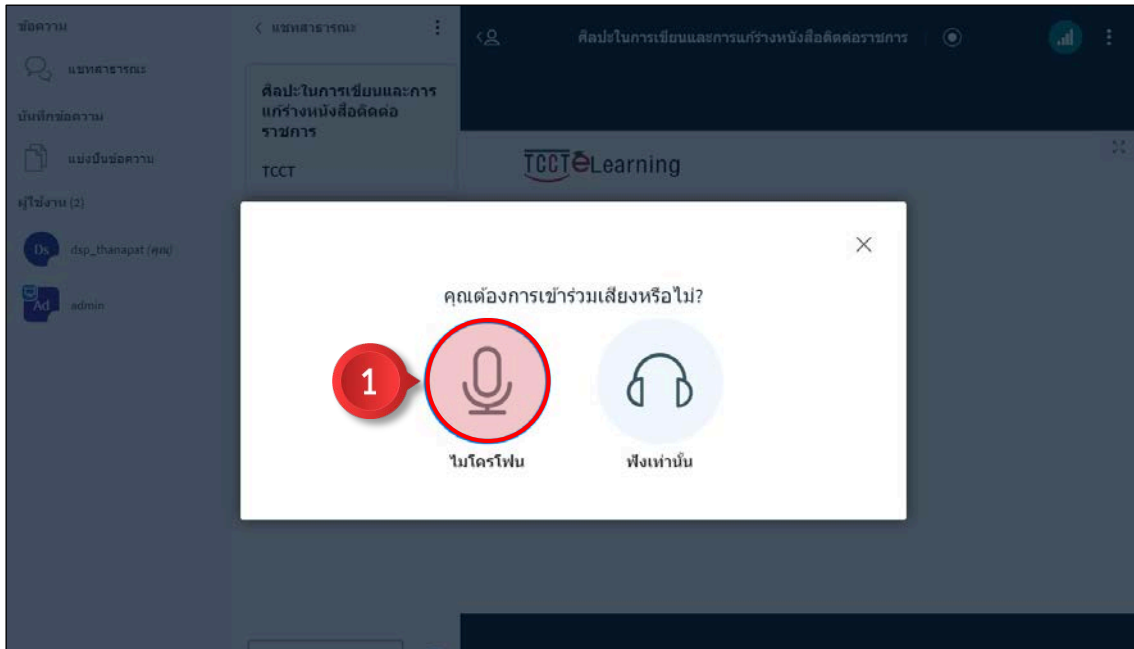


Picture 29 Using the online classroom

6.4.1 Choosing a Sound Format

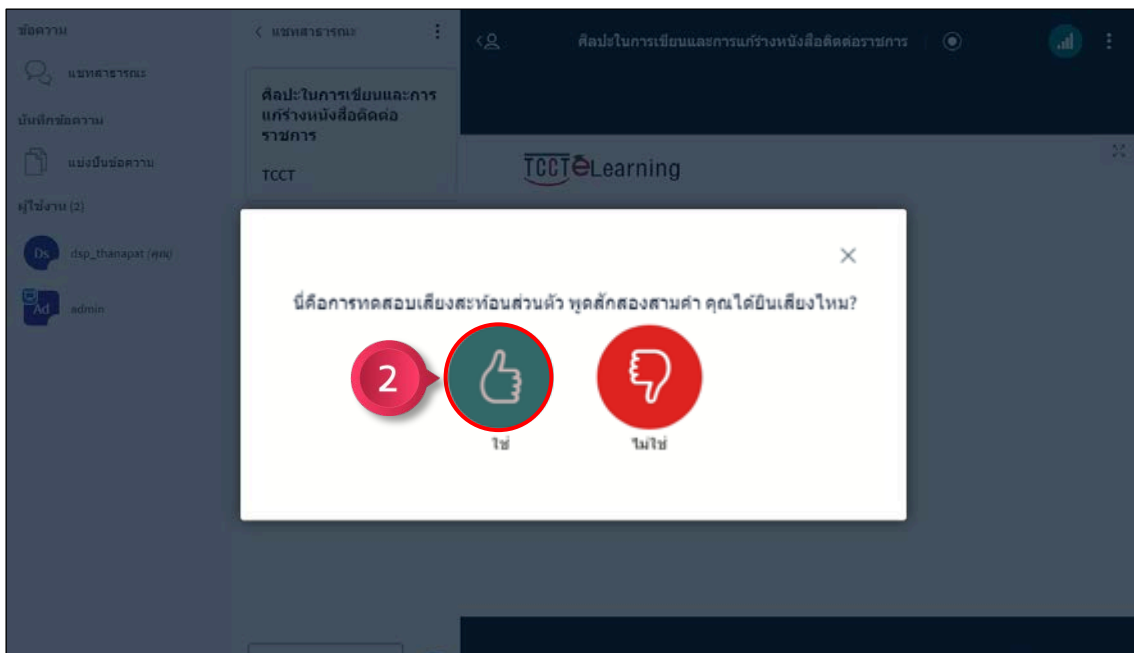
➤ Microphone

Step 1 Click Select Microphone 



Picture 30 Choosing a sound format (Microphone) | Step 1

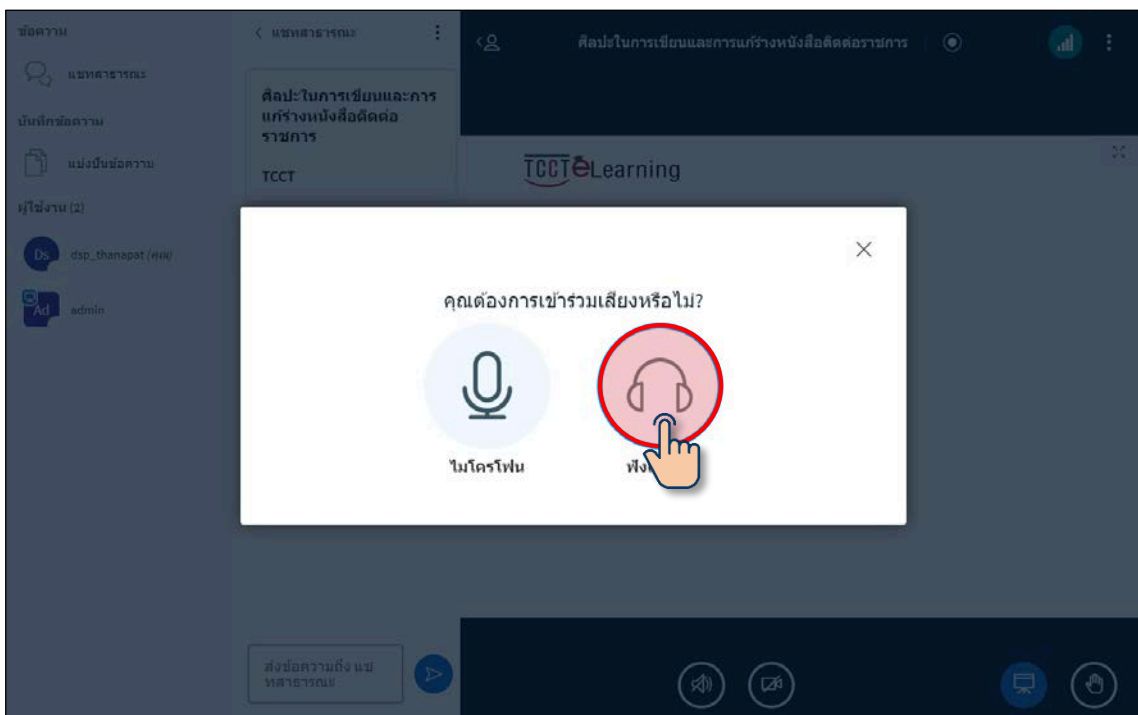
Step 2 Click the Yes button  when no echo is heard.



Picture 31 Choosing a sound format (Microphone) | Step 2

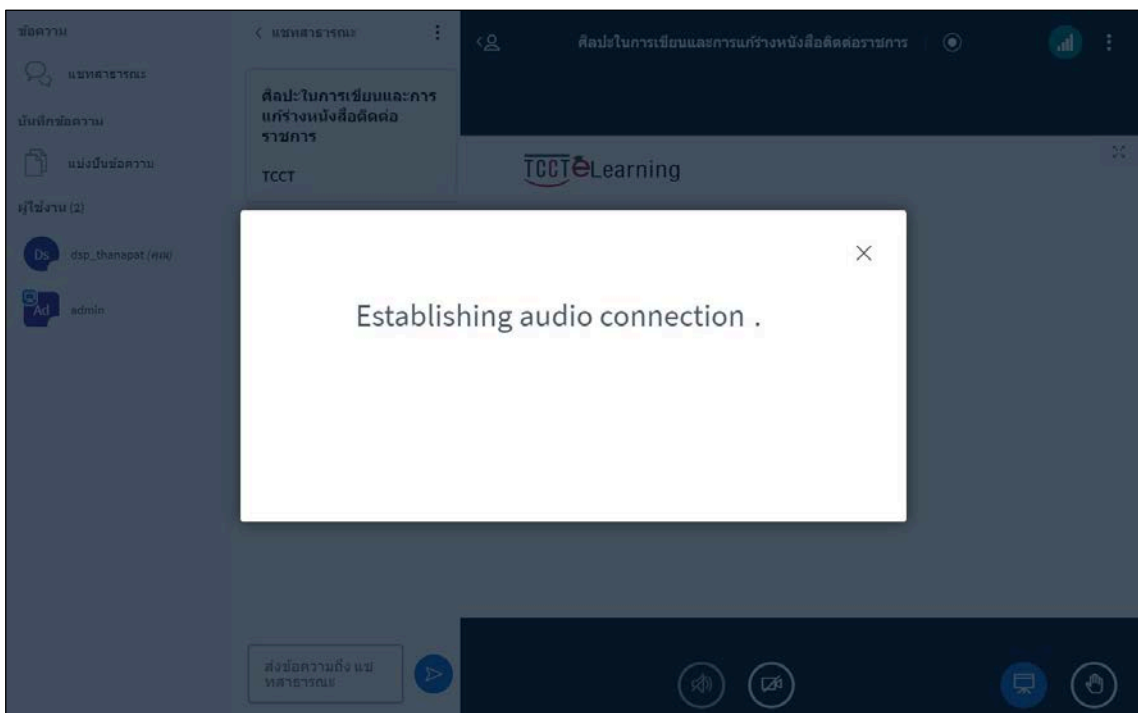
➤ Listen Only

Click Select Listen only 




Picture 32 Choosing a sound format (Listen only)

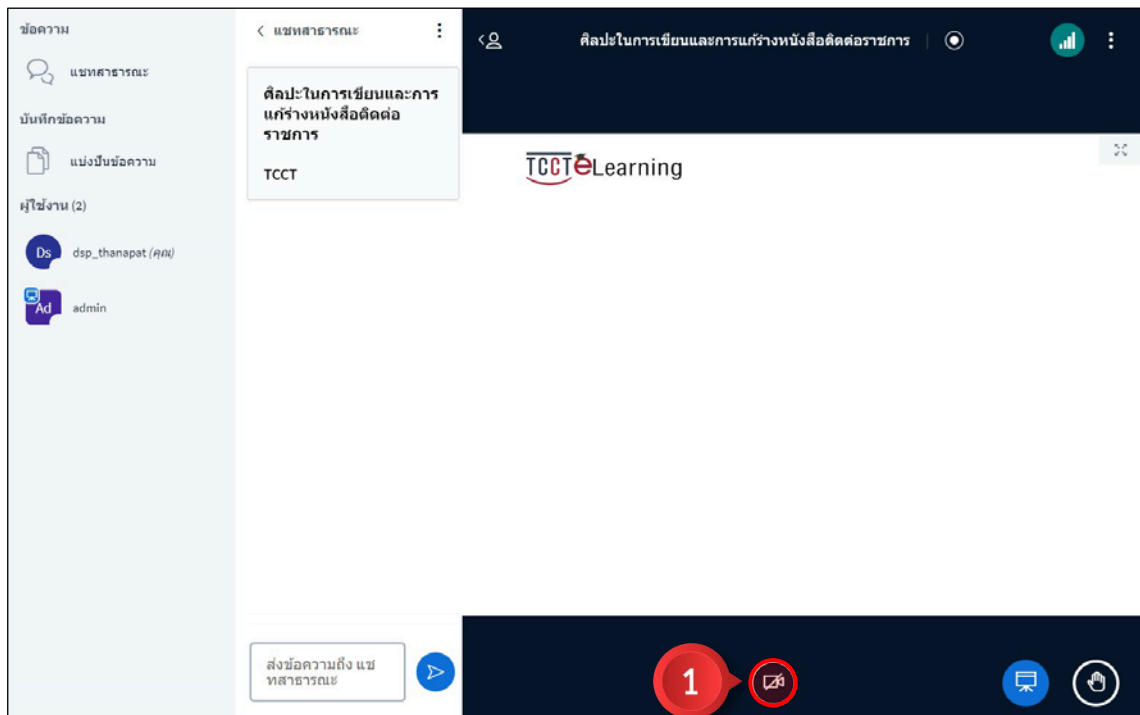
Wait for the processing system to use the virtual classroom.



Picture 33 Choosing a sound format (Listen only)

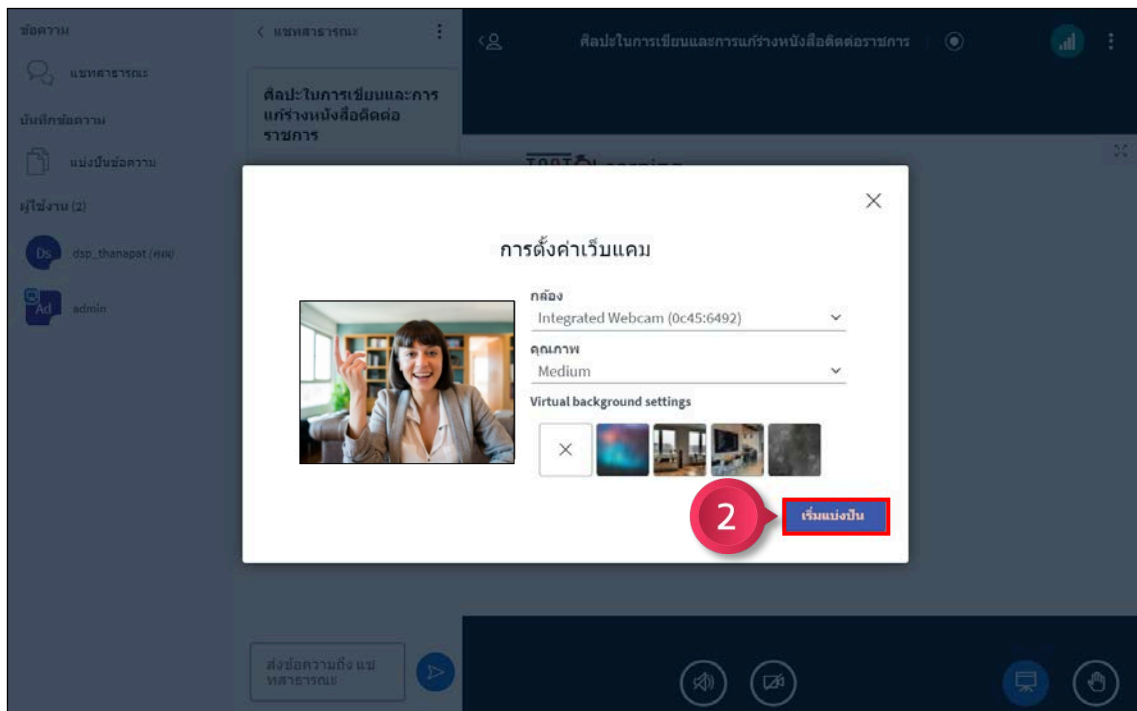
6.4.2 Webcam Sharing

Step 1 Click the Share Webcam button. 



Picture 34 Webcam Sharing | Step 1

Step 2 Click the Start Sharing button **เริ่มแบ่งปัน** on the webcam.

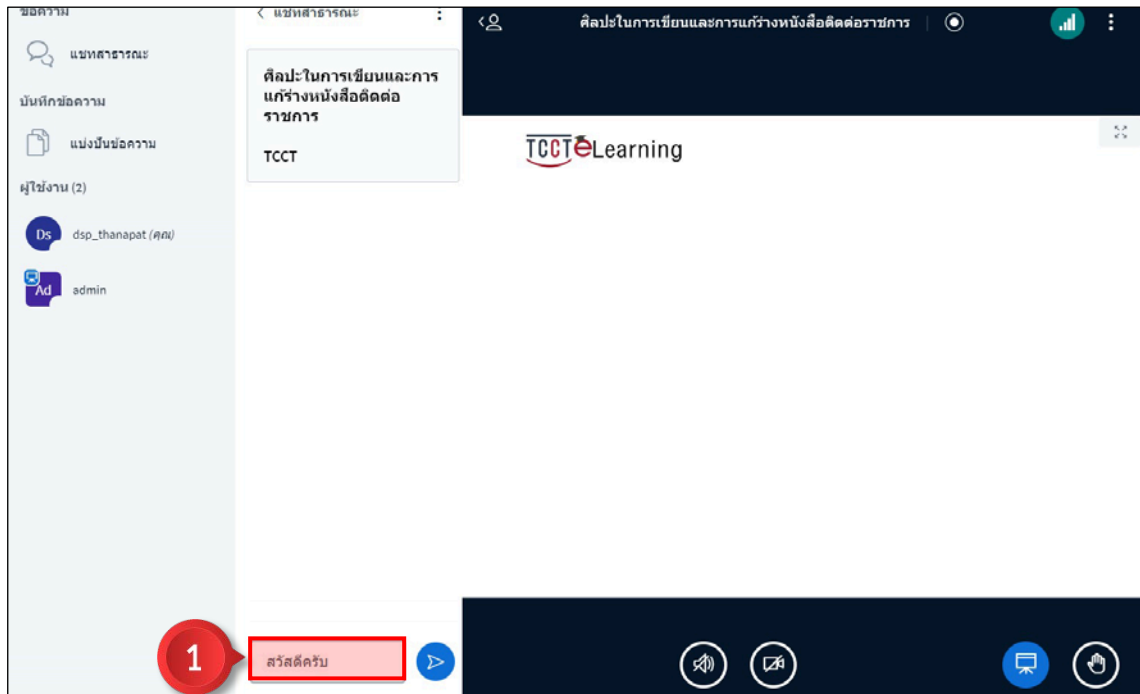


Picture 35 Webcam Sharing | Step 2


6.4.3 Sending a Message

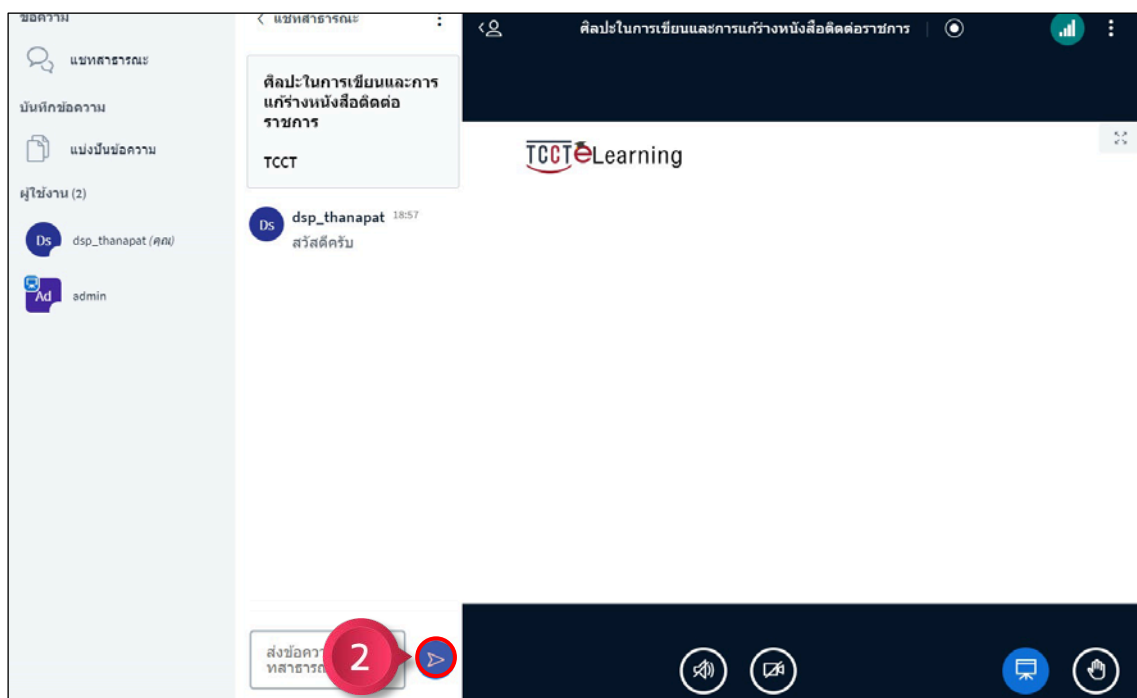
➤ Public message

Step 1 Type your message in the text box.



Picture 36 Sending a public message | Step 1

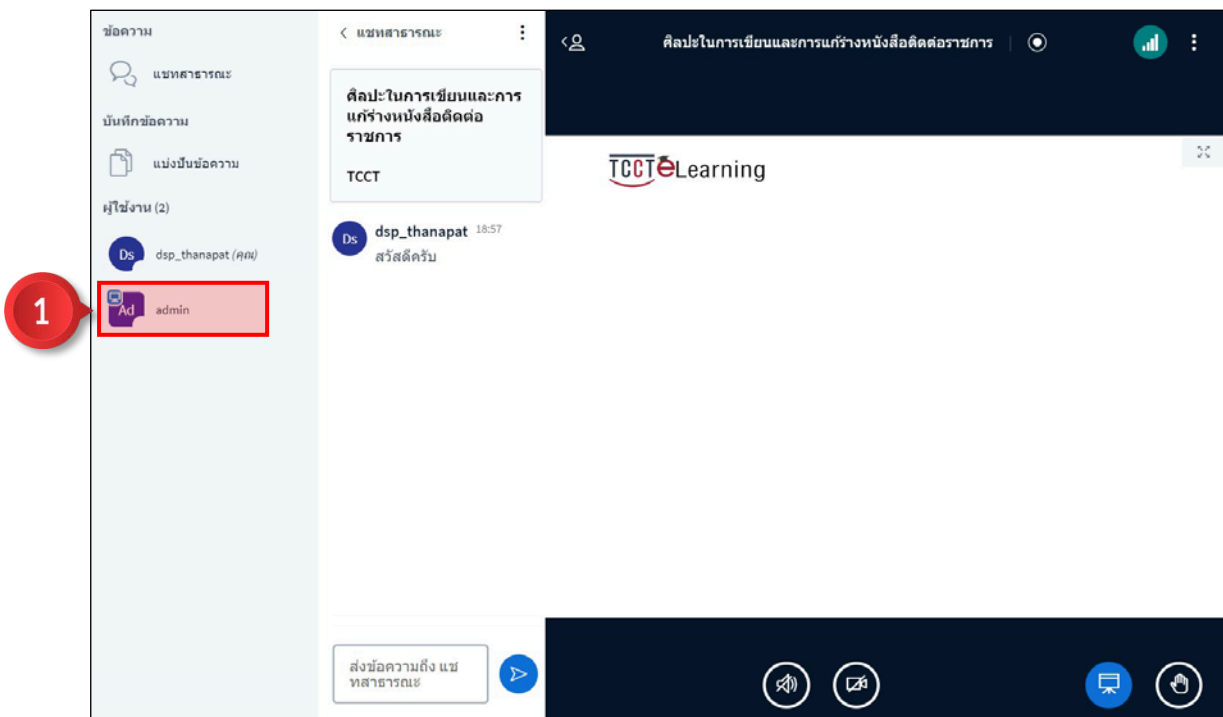
Step 2 Click the Send Message button  to send the message.



Picture 37 Sending a public message | Step 2

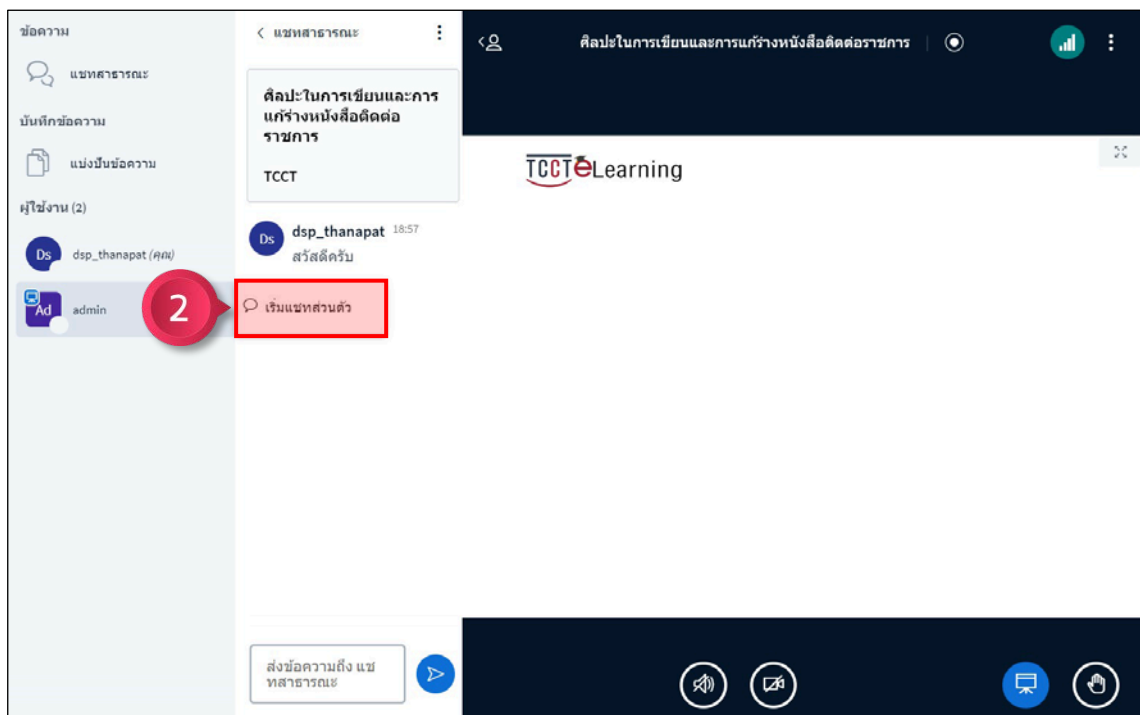
➤ Private Message

Step 1 Left-click on the list of users you want to send a private message to.



Picture 38 Sending a private message | Step 1

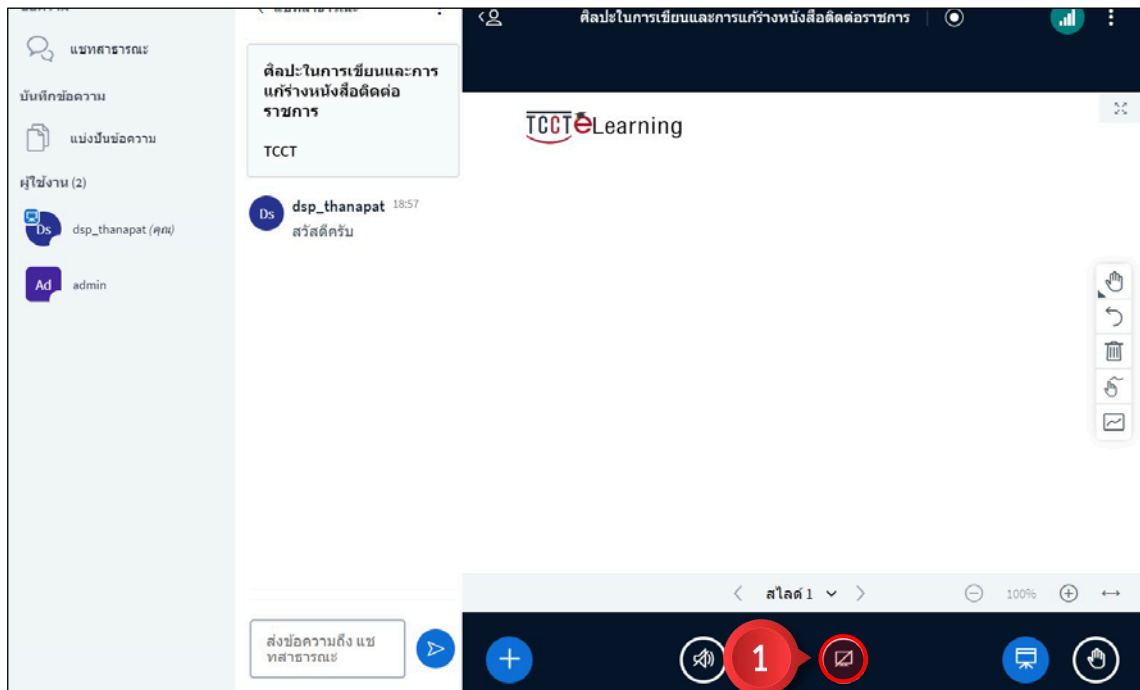
Step 2 Click the Start Private Chat sub-menu. [เริ่มแชทส่วนตัว](#)



Picture 39 Sending a private message | Step 2

6.4.4 Screen Sharing (For Admin, Instructors, and Authorized Users)

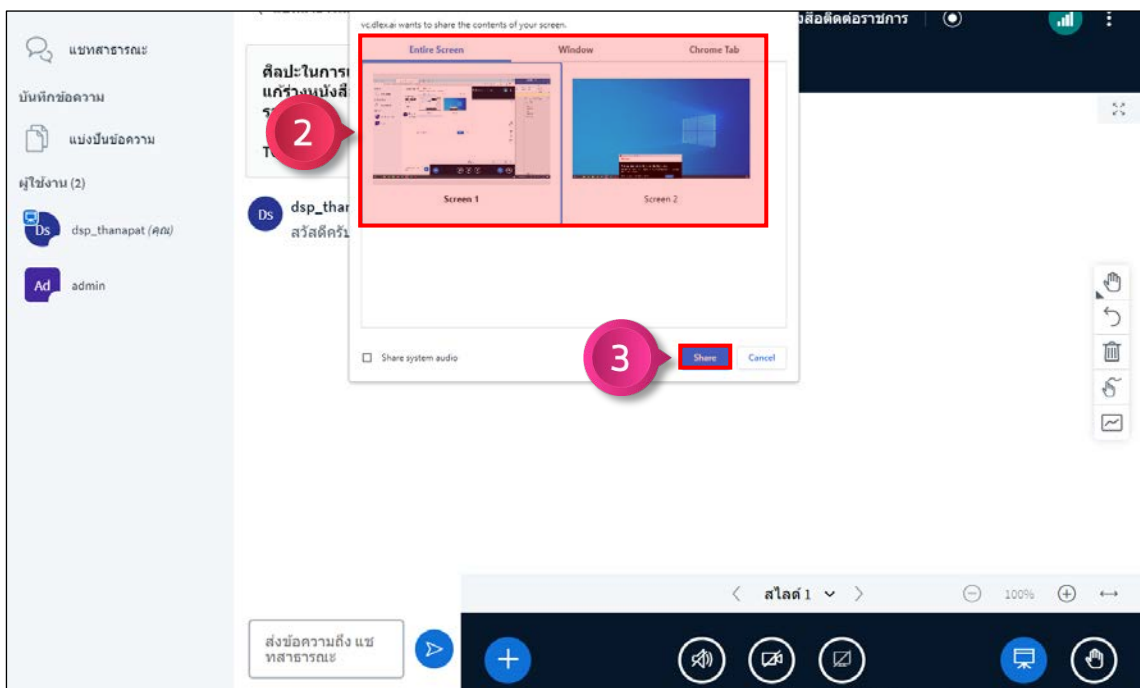
Step 1 Click the Share Your Screen button. 



Picture 40 Screen Sharing | Step 1

Step 2. Choose screen sharing style: Entire Screen / Window / Chrome Tab

Step 3 Click the Share button  to share the screen.

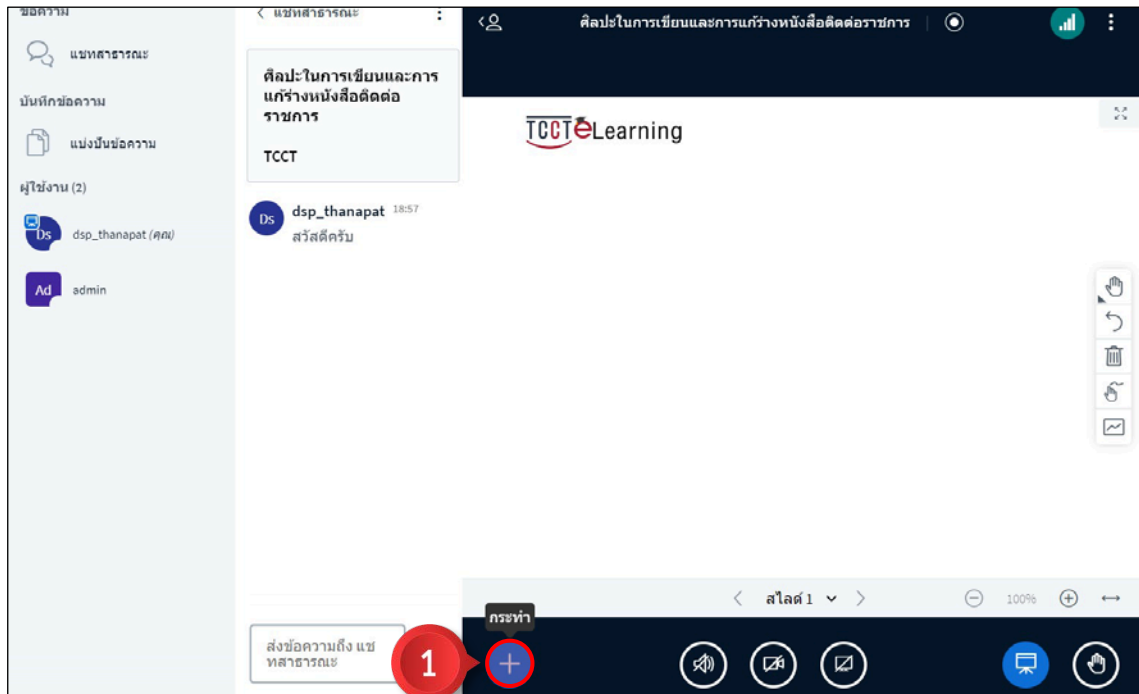


Picture 41 Screen Sharing | Step 2 – 3

6.4.5 Importing Presentation Files (For Admin, Instructors, and Authorized Users)

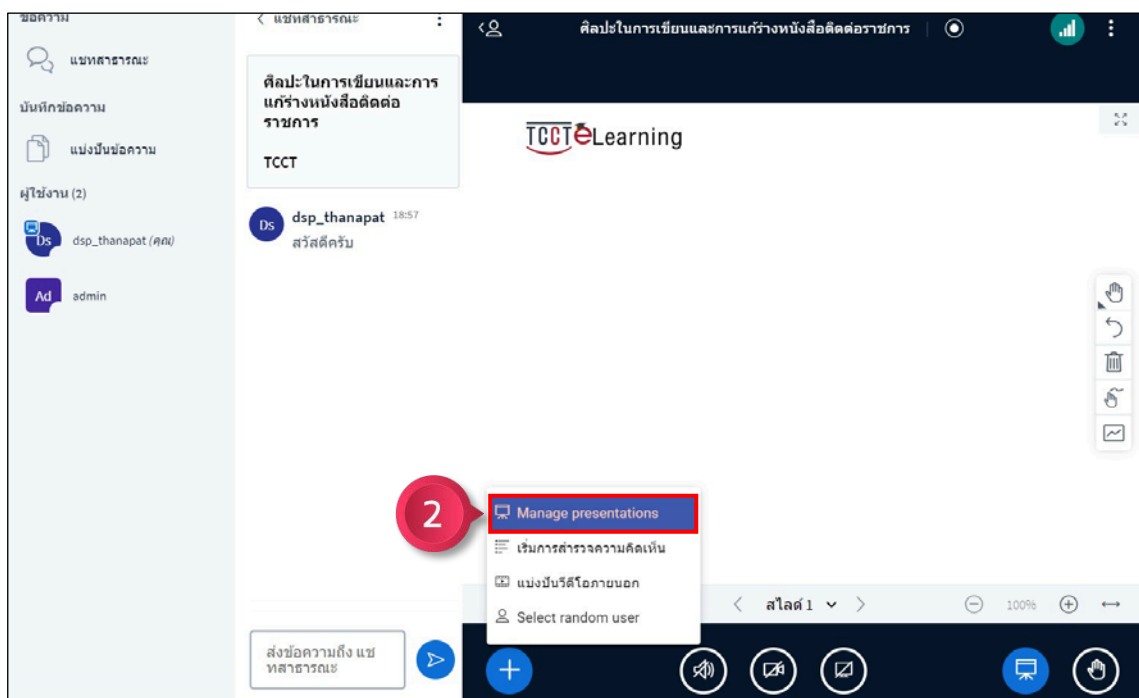
➤ Importing PDF files

Step 1 Click the Proceed button. 



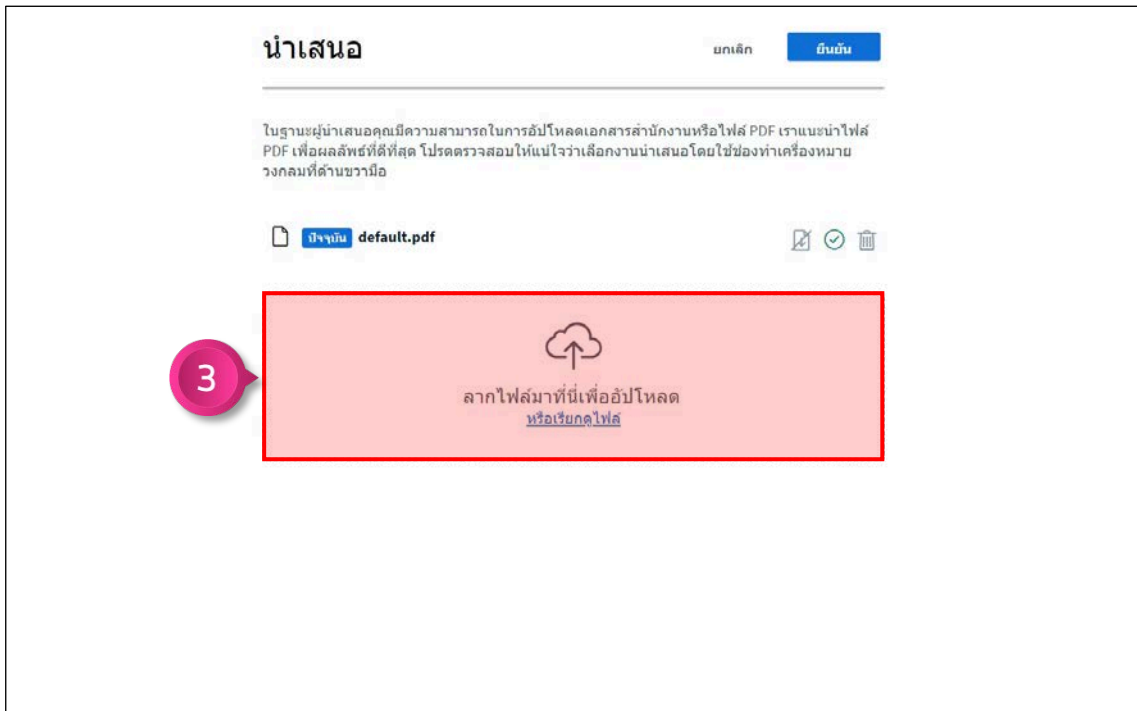
Picture 42 Importing PDF files | Step 1

Step 2 Click on the submenu Manage presentations 



Picture 43 Importing PDF files | Step 2

Step 3 Click on the file import box. to select the PDF file.



Picture 44 Importing PDF files | Step 3

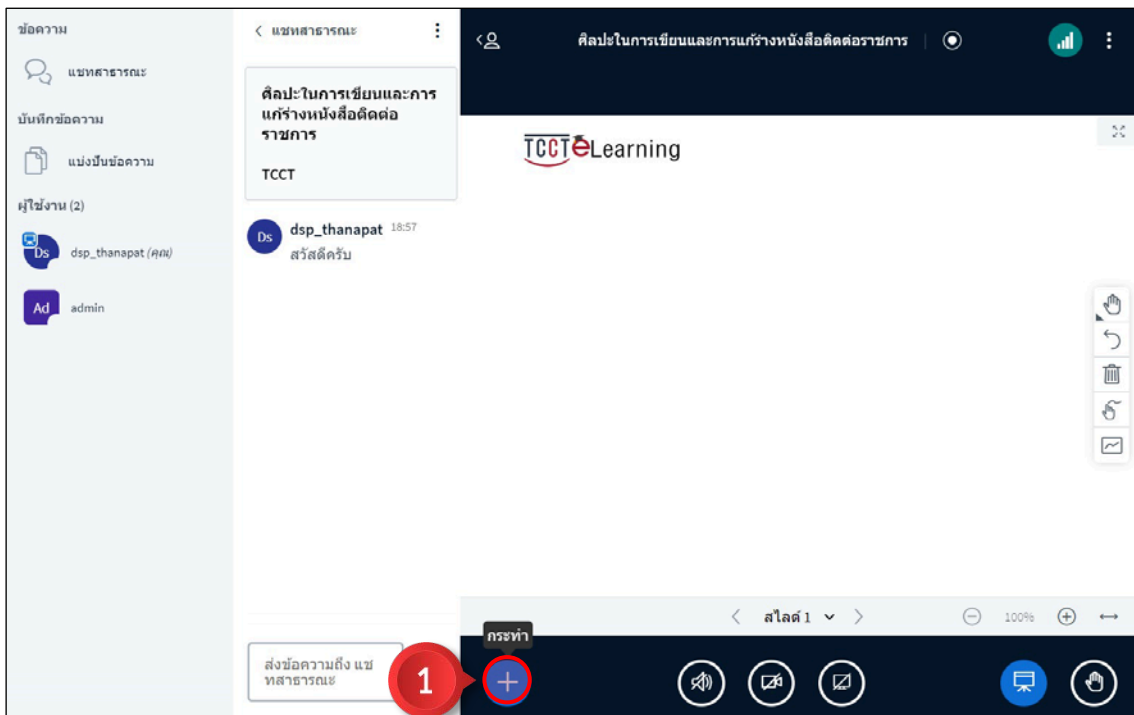
Step 4 Click the Upload button. **อัปโหลด**



Picture 45 Importing PDF files | Step 4

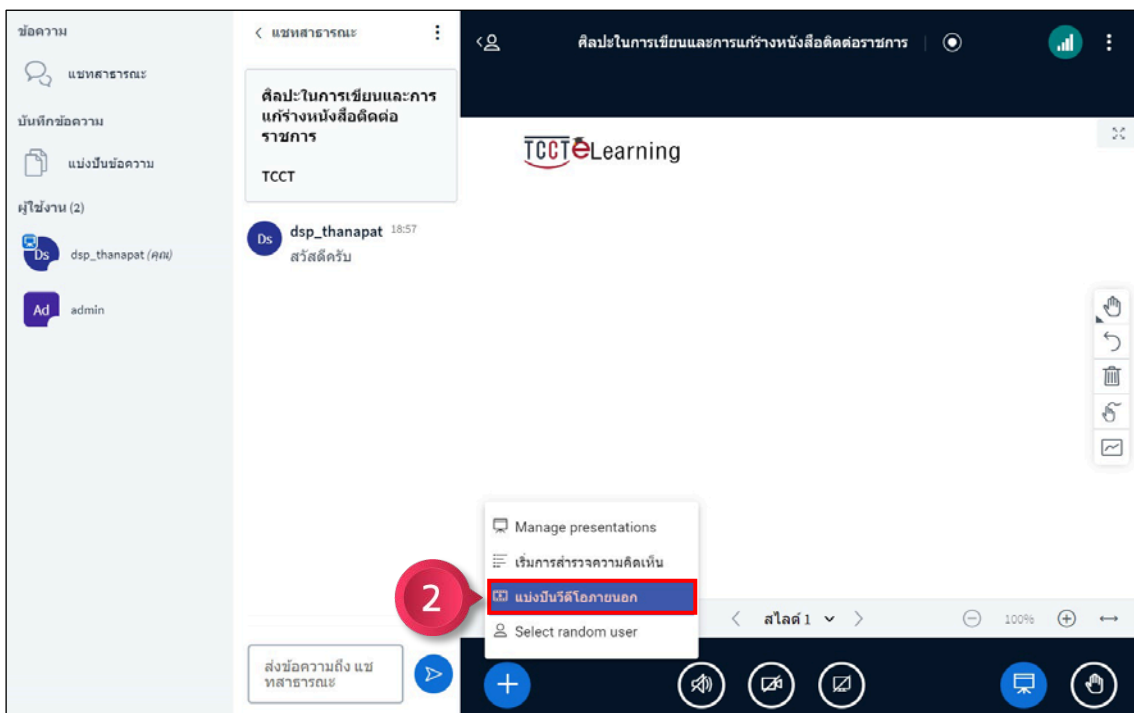
➤ External Video Sharing

Step 1 Click the Proceed button. 



Picture 46 External Video Sharing | Step 1

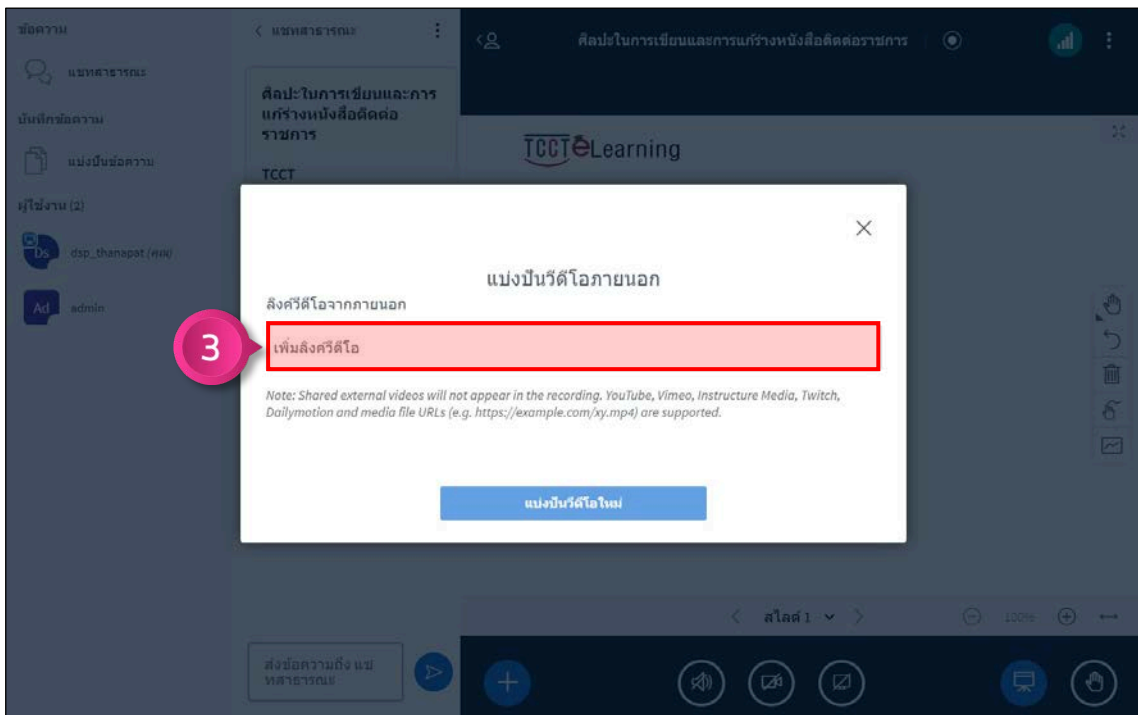
Step 2 Click the Share External Video sub-menu. 



Picture 47 External Video Sharing | Step 2

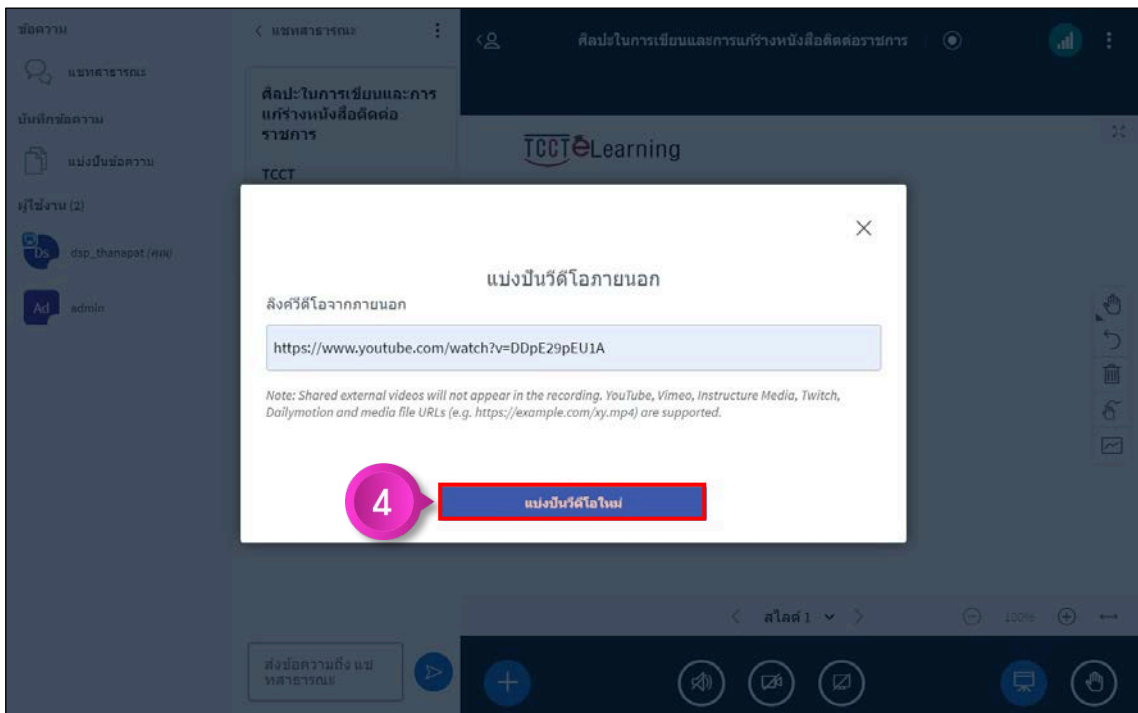
Step 3 Paste the active video link into the video link field.

Note: Support links from YouTube, Vimeo, Twitch, Dailymotion only



Picture 48 External Video Sharing | Step 3

Step 4 Click the Share Video button to share the video. [แบ่งปันวิดีโอใหม่](#)

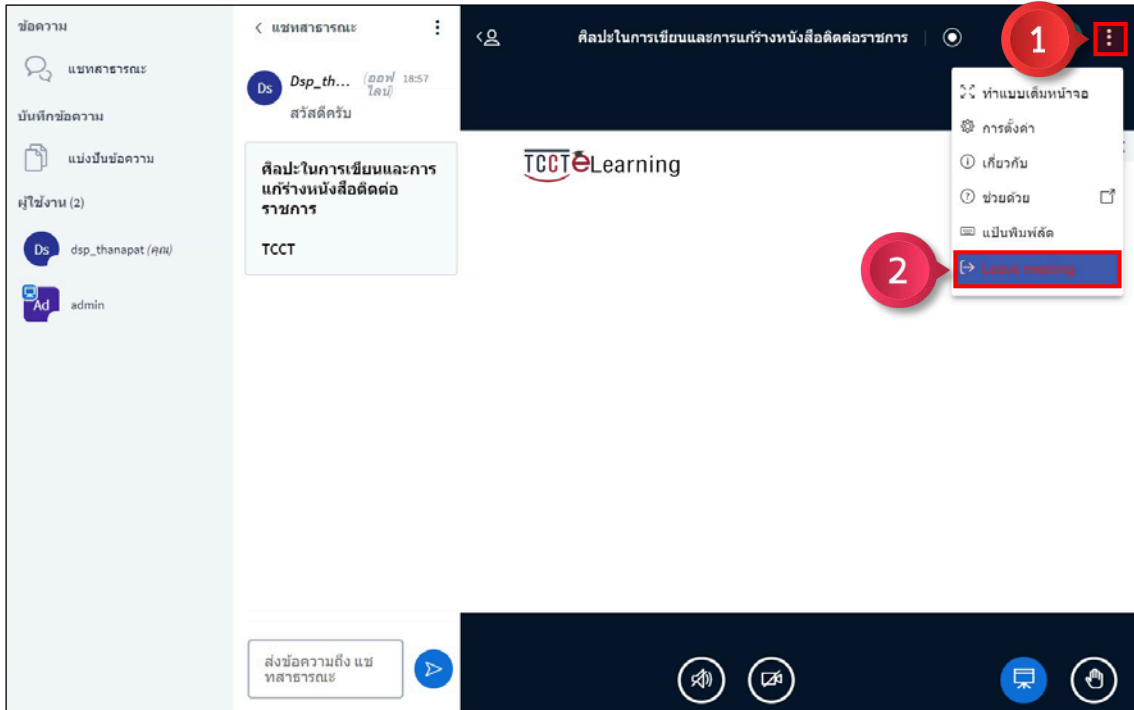


Picture 49 External Video Sharing | Step 4

6.4.6 Leaving the Online Classroom

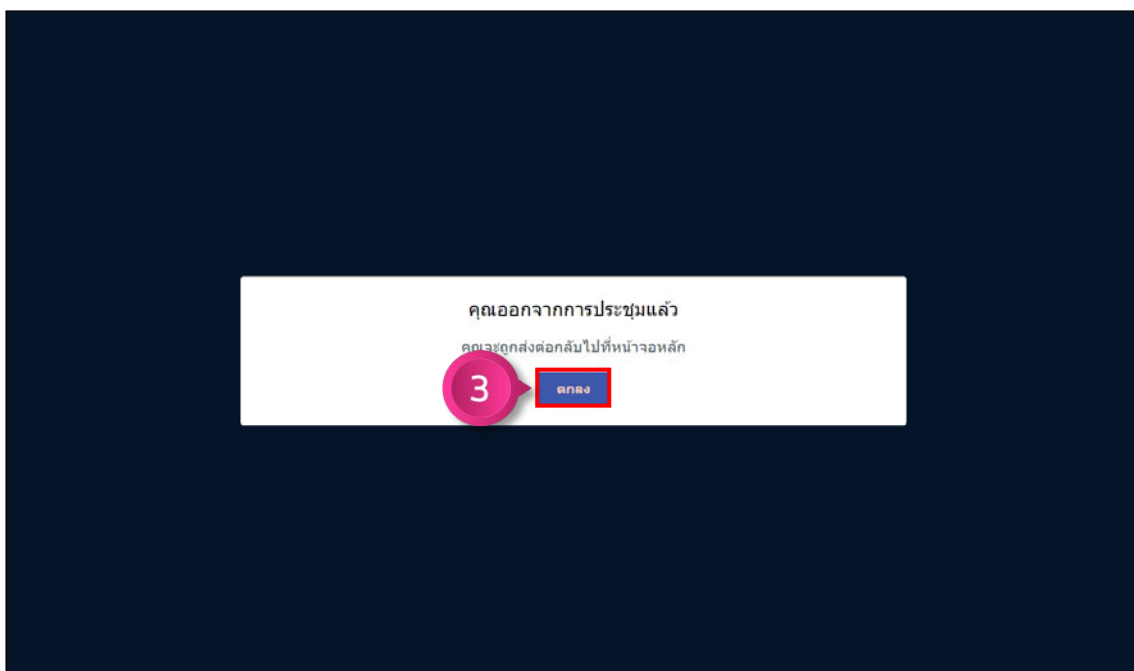
Step 1 Click the Options button. 

Step 2 Click the menu Leave Meeting.



Picture 50 Leaving the online classroom | Step 1 – 2

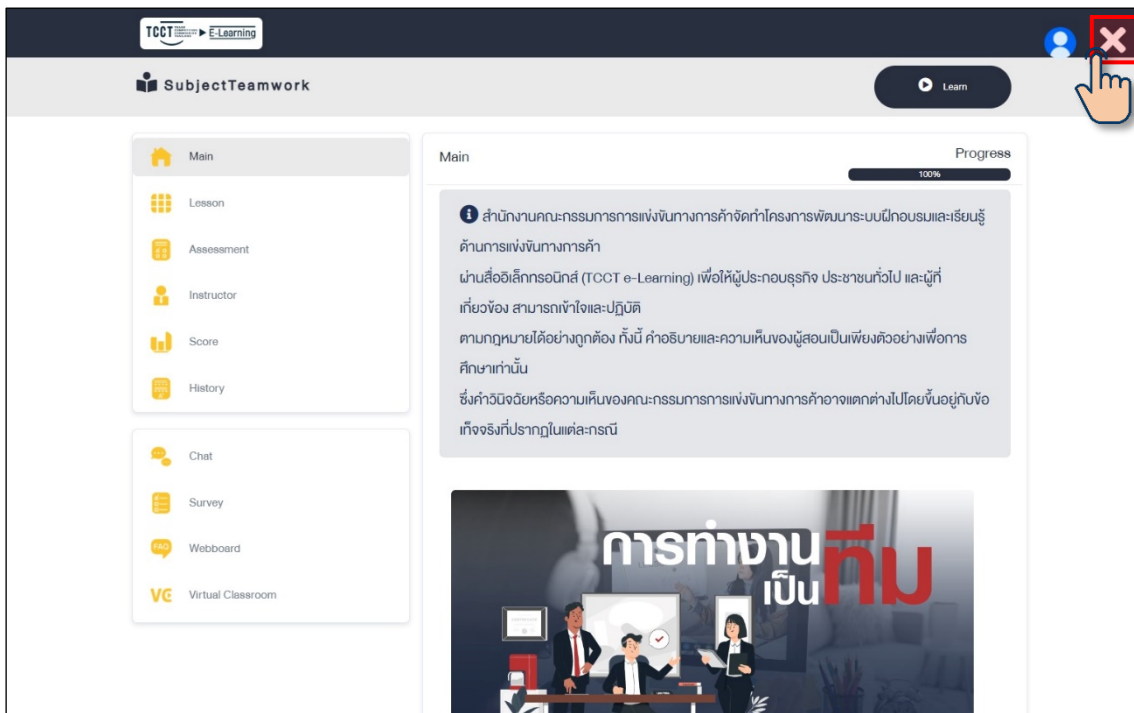
Step 3 Click the OK button to leave the online classroom. 



Picture 51 Leaving the online classroom | Step 3

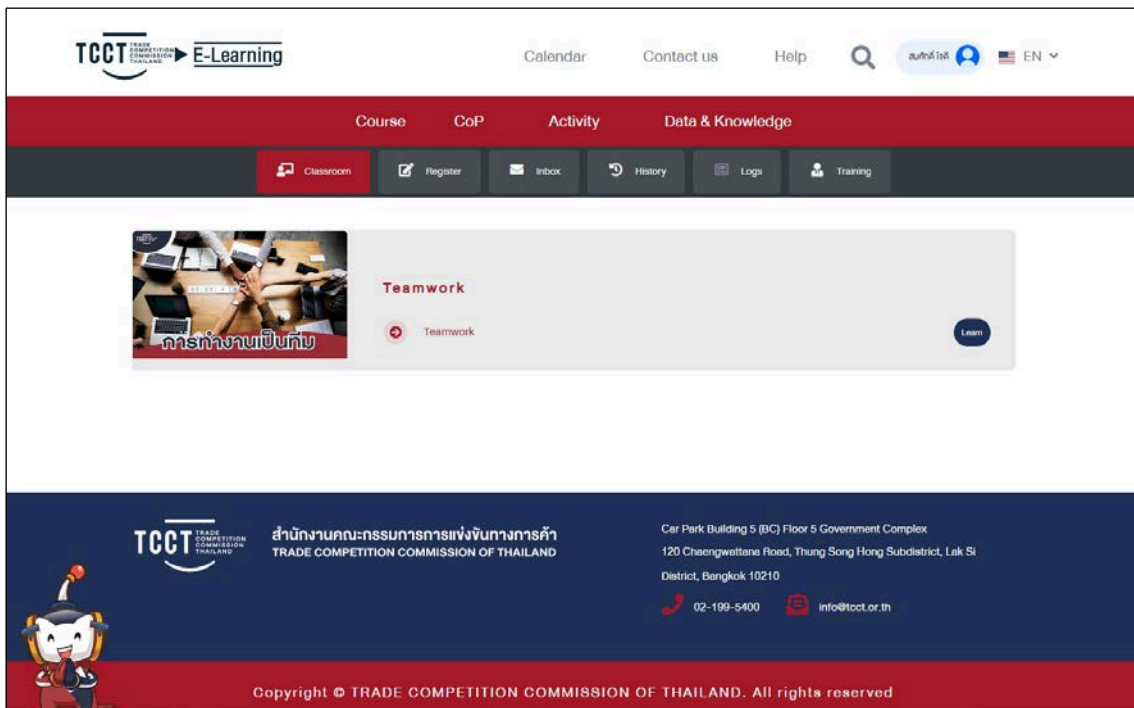
6.5 Exit Course

Click the  button to exit the course.



Picture 52 Exit Course

Then come back to the classroom menu.

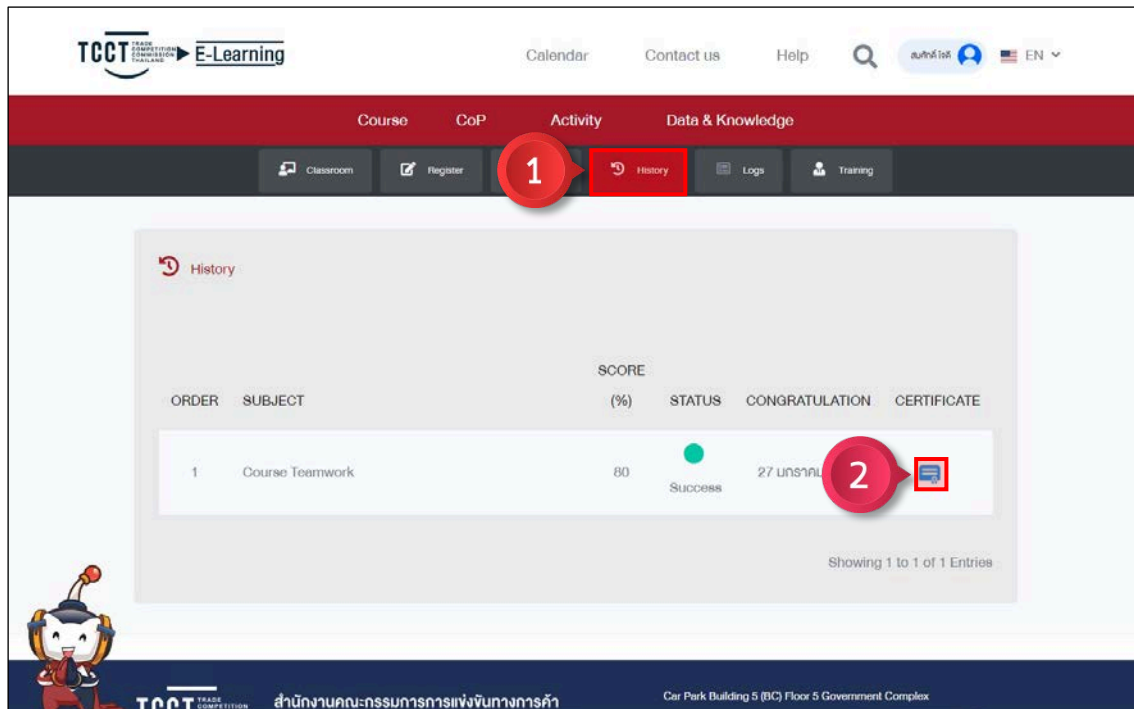


Picture 53 Exit Course

7) Download and Print the Certificate

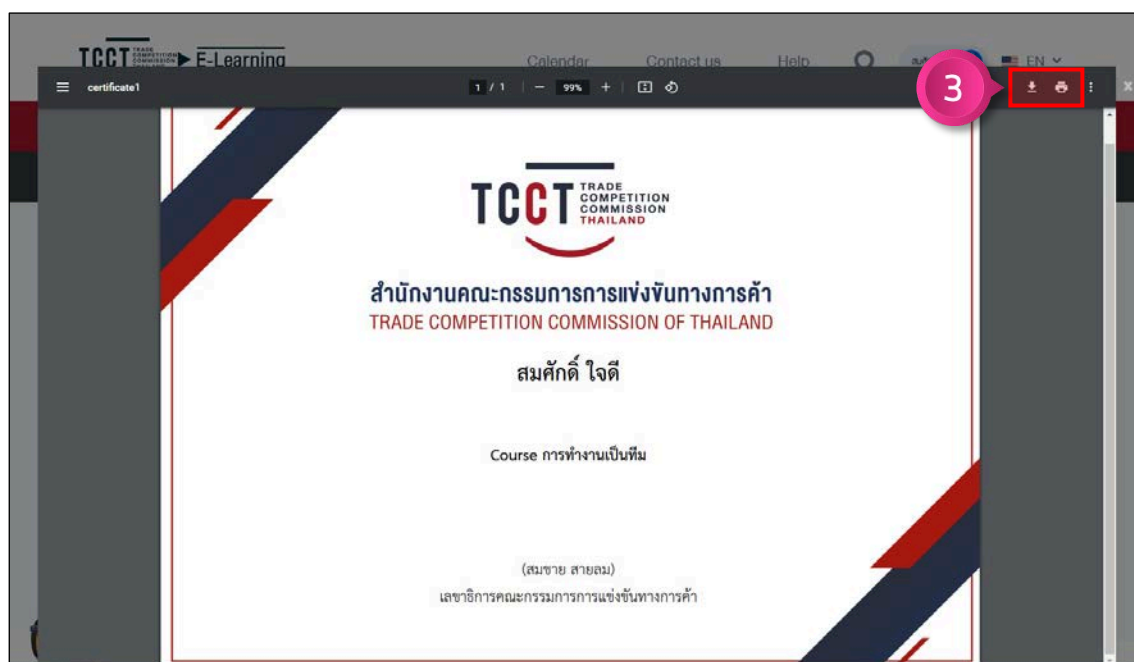
Step 1 Click on the History menu. 

Step 2 Click the Certificate button  for a course with a completion status.



Picture 54 Download and print the certificate | Step 1 – 2

Step 3 Click the Download button  to download or click the Print button  to print.

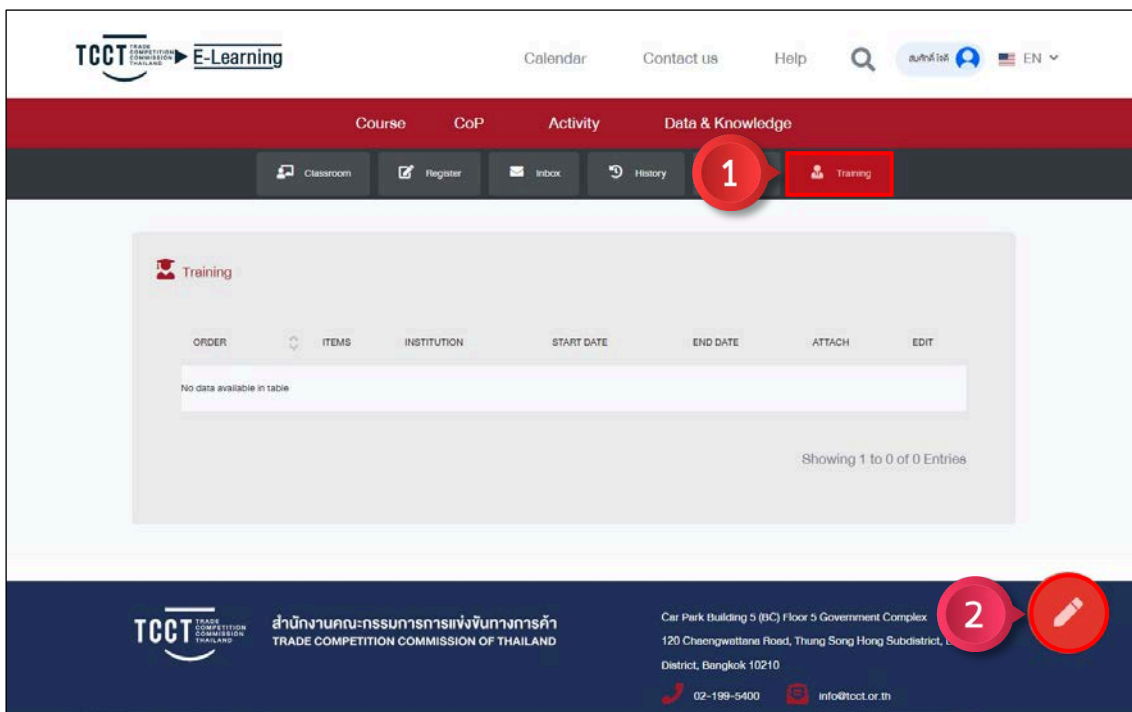


Picture 55 Download and print the certificate | Step 3

8) Adding Training History

Step 1 Click on the Training menu. 

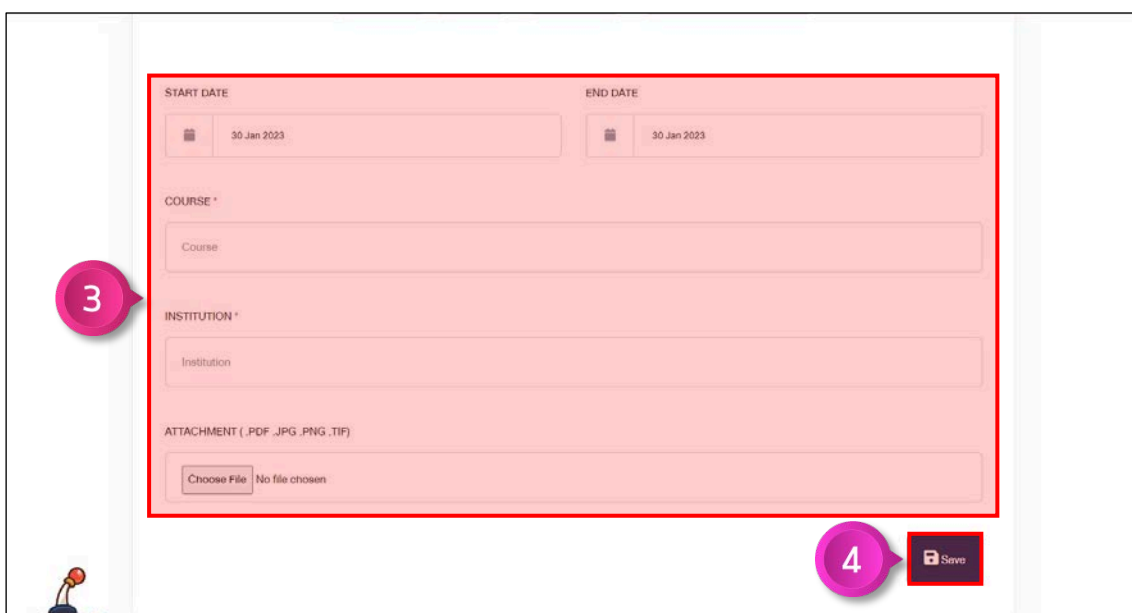
Step 2 Click the Add button. 



ภาพที่ 56 Adding training history | Step 1 – 2

Step 3 Add training history details

Step 4 Click the Save button. 

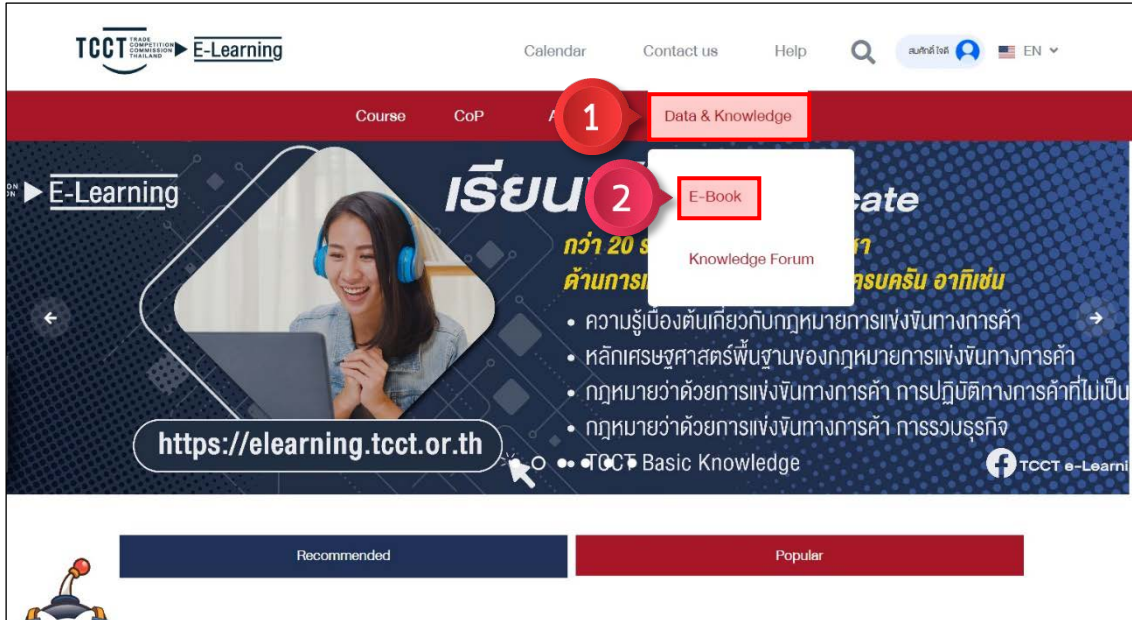


Picture 57 Adding training history | Step 3 – 4

9) Using E-Books

Step 1 Click Menu Data & Knowledge **Data & Knowledge**

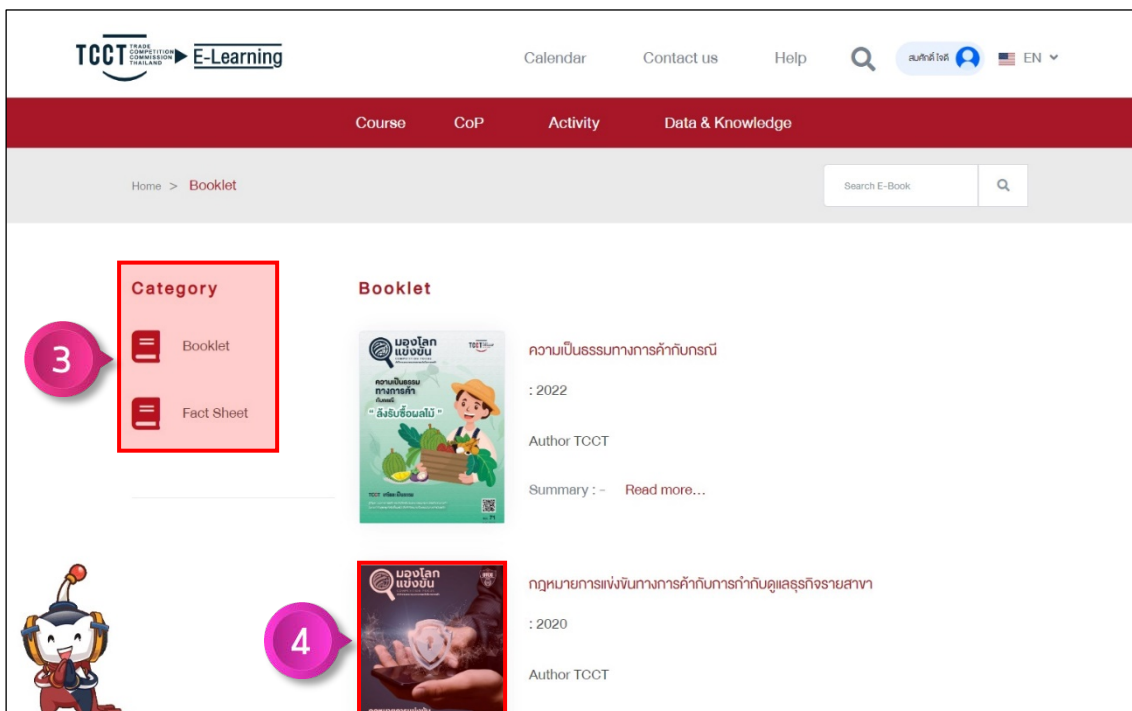
Step 2 Click on the E-Books sub-menu. **E-Book**



Picture 58 Using E-Books | Step 1 – 2

Step 3 Click to select an e-book category.

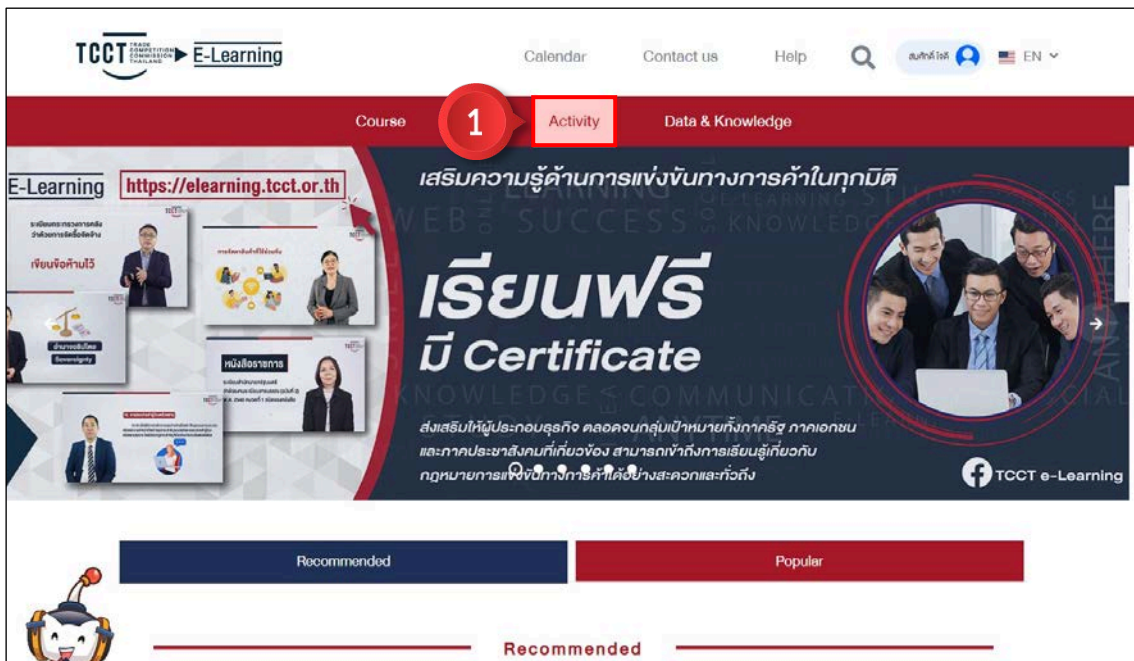
Step 4 Click the e-book to open.



Picture 59 Using E-Books | Step 3 – 4

10) Activity News

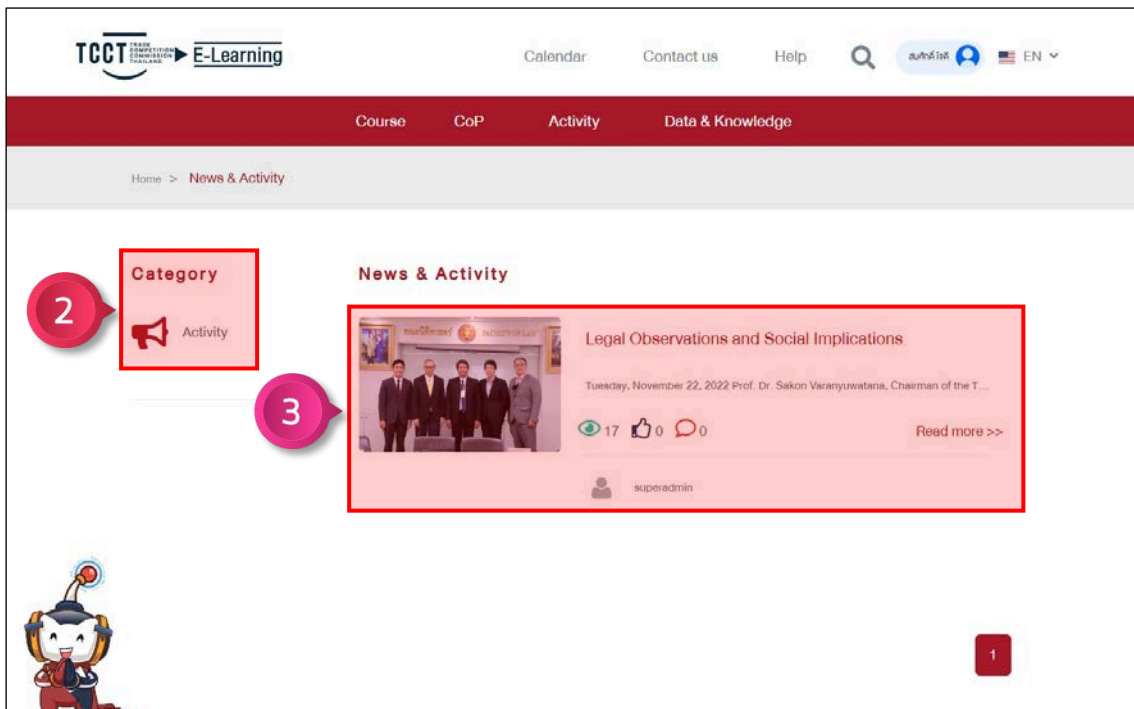
Step 1 Click on the Activity menu.



Picture 60 Activity News | Step 1

Step 2 Click to select the activity news category.

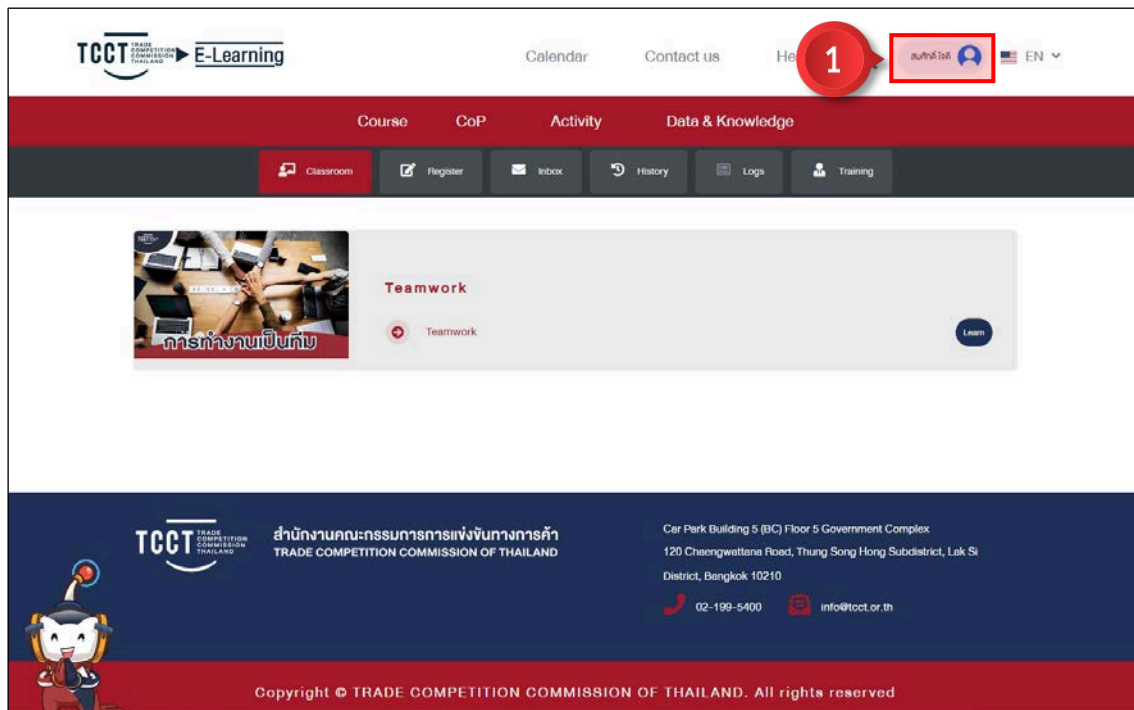
Step 3 Click on the news to open it.



Picture 61 Activity News | Step 2 – 3

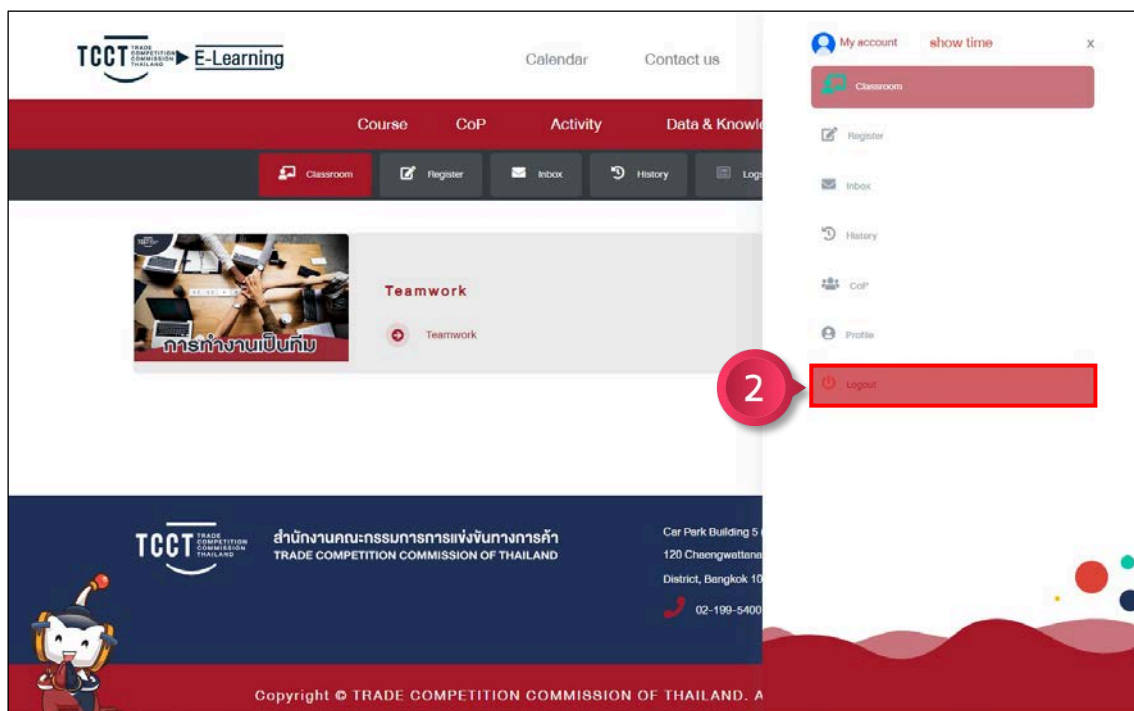
11) Logout

Step 1 Click the Profile button.



Picture 62 Logout | Step 1

Step 2 Click the menu Logout.



Picture 63 Logout | Step 2