# SIRE2.0 Training Software

Version 1.0



# **User Manual**

Revision 1.0

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# **1. Version Control & Governance**

This is a user manual document which includes step by step guidance to perform different operations in this application setup.

#### **1.1. Document Version History**

Version	Date	Comments	Review Status
0.1	17-Sept-2023	Initial draft	

Table 1 – Document Versions History

#### **1.2.** Reviewers & Distribution

Only documents/links that give context are to be listed here.

Name	Role	Action	Date
АКЈ	Marine Manager	Approved	01 Oct 2023

Table 2 – Reviewers & Distribution

#### **1.3.** Key Terms & Acronyms

The following table lists key terms and acronyms that have been used throughout this document to explain technical content and concepts, the below table provides the definitions with respect to this design.

Term / Acronym	Definition
OCIMF	Oil Companies International Marine Forum
SIRE2.0	Ship Inspection Report Program
QL	Question Library
RBT	Rank based training
MCQs	Multiple choice questions
ROVIQ	Re Organised Vessel Inspection Questionnaire
FAQ	Frequently Asked Questions

Table 3 – Key Terms & Acronyms

# 2. Introduction

#### **2.1.** Purpose of the Document

The purpose of this document is to provide a reference manual to assist the user to navigate through this Training Web Application – SURE SIRE 2.0. This includes,

- Different ways to Filter the question Library
- View Question Information, Guidance Notes, Checklists, Human/Process Task for each question in SIRE 2.0
- How to complete Rank Based Training

#### 2.2. Scope

#### 2.2.1. In Scope

The scope of this document is limited to guidance which will help a user perform some of the functions available in the software.

# 3. Features

## 3.1. How to login to Sure SIRE 2.0

- 1. Go to web address provided, enter the Account ID, Username and Password.
- 2. Click on 'LOGIN'.

ACCOUNT ID Enter Account ID USERNAME Enter Username PASSWORD Enter Password	SURE 2.0 SIMPLIFTING COMPLEXITY
USERNAME Enter Username PASSWORD Enter Password	
PASSWORD Enter Password	USERNAME
Copyright © 2023 SureSire. All Rights Reserved.	LOGIN C-

#### **3.2.** Admin Dashboard

- 1. Select Admin Dashboard in the Main Menu.
- Users can view the summary of the total trainings undertaken for each rank.
- This page only shows a summary of the training status for viewing. Trainings are categorised as *Completed, In Progress* and *Not Started*.

					Aby J
	lmin Dashboard				
	Rank	Total Trainings	Completed	In Progress	Not Started
Admin Dashboard	Master	1	0	1	0
Question Library	Chief Officer	0	0	0	0
Training Video	2nd Officer	0	0	٥	0
Rank-Based Training	3rd Officer	1	0	1	٥
FAQ	Jr. Officer	0	0	o	0
New Terms/Phrases	Chief Engineer	0	0	٥	0
Admin Training View	2nd Engineer	1	0	1	0
Add Operators Input	3rd Engineer	0	0	0	0
	4th Engineer	0	0	٥	0
	Jr. Engineer	0	0	٥	0
	ETO (Sr)	0	0	0	0
	ETO (Jr)	0	0	0	0
	Cargo Engineer (Sr)	0	0	٥	0
	Cargo Engineer (Jr)	0	0	٥	0
	Deck Rating	0	0	٥	0
LOGOUT D	Engine Rating	0	0	0	0
	Catering	0	0	0	0
pyright 2023 Novenique. All Rights Reserved.					

#### 3.3. Question Library

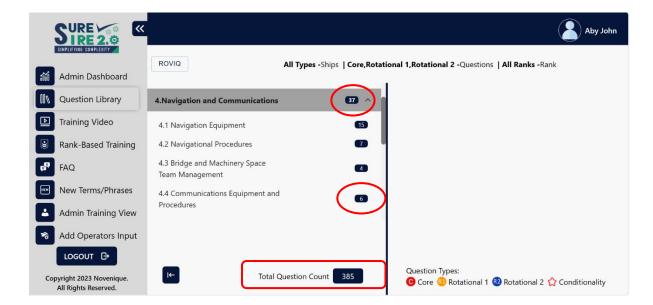
- 1. Select Question Library in the Main Menu
- 2. Users can navigate the SIRE 2.0 Question Library by using various filters.
  - By default, the full question Library will be displayed in card view. Each Chapter will be displayed with the chapter name and number of questions in the chapter.

Chapter 2 Certification and Documentation 19	Chapter 3 Crew Management 22	Chapter 4 Navigation and Communications 37	Chapter 5 Safety Management 88	Chapter 6 Pollution Prevention 16	Chapter 7 Maritime Security 6	Chapter 8 Gargo and Ballast Systems 91
Chapter 9 Mooring and Androving	Chapter 10 Machinery Spaces 32	Chapter 11 General Appearance and Condition	Chapter 12 Ice Operations			

• Users can populate a set of questions by the Type of vessel, Type of question and by questions that are focused on a particular rank.

VESSEL TYPE		QUESTION TYPE	RANK	
All Types	•	Core, Rotational 1, 👻	All Ranks	•

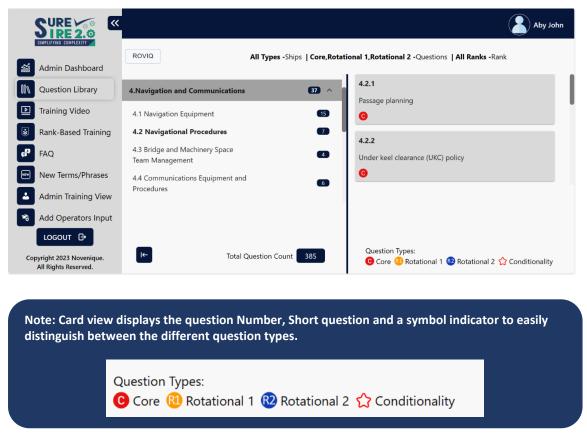
Once selections are made, the filtered Question Library will be populated.
 Now the User can select any Chapter of their choice. This will open another page with the questions under the selected chapter.



Note: Users can view the number of questions in each Chapter/Sub section and also the total number of questions populated.

SURE SIRE2.0

3. Selecting the sub-section of a chapter will open a card view of questions within that sub-section.



4. The user can group the questions in ROVIQ mode or Chapter mode by toggling between the "**ROVIQ**" OR "**CHAPTER**" button.

			Aby John
SIMPLIFYING COMPLEXITY	CHAPTER	All Types -Ships   Core,Rotati	onal 1,Rotational 2 -Questions   All Ranks -Rank
Question Library	1. Pre-board	8	2.1.1
Training Video	2. Approaching Vessel	•	Maintenance of Statutory Certification
Bank-Based Training	3. Documentation	87	
FAQ	4. Chief Engineer's Office	(18)	2.3.1 Structural concerns and Enhanced Survey File.
New Terms/Phrases	5. Bridge	91	Θ
Admin Training View	6. Exterior Decks	9	
🔊 Add Operators Input			
LOGOUT D			
Copyright 2023 Novenique. All Rights Reserved.	I←	Total Question Count 385	Question Types: 🔞 Core 🚯 Rotational 1 🔞 Rotational 2 🏠 Conditionality

Note: ROVIQ Grouping re-organises the question set by physical location or activity and presents the groups in the standard inspection order.

Note: On selecting/ toggling the 'ROVIQ' mode, the button will change to 'CHAPTER' and vice-versa.

5. Selecting any question will lead to the question information page.

	2.1.1. Maintenan	ce of Statuto	ory Certification			
Admin Dashboard	certification up t	o date, were	all certificates and doc		ntaining the vessel's statutory o date and was the vessel free of	
Question Library	conditions of clas		nt memoranda?			
Training Video	Question Inform	ation				'
	QUESTION TYPE		APPLICABILITY	CONDITIONALITY	ROVIQ	
Rank-Based Training	Core		Chemical,LNG,LPG,Oil	No	Documentation, Pre-board	
FAQ	RESPONSE					
	🖞 Hardware	Process	Human <sup>2</sup>			
New Terms/Phrases	Binary	Graduated	Graduated			
Admin Training View						-
Add Operators Input	GL	JIDANCE		CHECKLIST	TASK	
LOGOUT D	a					

- 6. Users can obtain complete information about the question which includes:
  - a. **Question type** Displays the Question type: Core, Rotational 1 or Rotational 2
  - b. Applicability Indicates the type of ships that the question will be applicable to.
  - c. Conditionality If the question has conditionality, it will be displayed as 'Yes'.
     Clicking on the *i* symbol displays the conditionality that applies to the question.

Question Informat					
QUESTION TYPE		APPLICABILITY	CONDITIONALITY	ROVIQ	
Rotational 2		Chemical,LNG,LPG,Oil	Yes	Documentation, Pre-board	
RESPONSE			ly be generated for vessels that have pa		
🖞 Hardware	Process		r from the initial delivery date and, where ed that the vessel had been awarded a C		
None	Binary	Ni least one module.			

- d. **ROVIQ** Indicates all the physical locations or activities during which the question will be displayed on an inspector's tablet.
- Response Displays the responses (Hardware, Process, Human & Photograph comparison) that are applicable to the question and the types of response available (Binary or Graduated).



- 7. Each question is provided with 3 Tabs GUIDANCE, CHECKLIST and TASK.
  - a. **Guidance Tab** contains the Guidance Notes, Inspector actions, Expected evidence, Potential grounds for negative observation as given by OCIMF.
  - b. **Checklist Tab** contains a checklist which is a set of checks/ guidance that will assist in preparing the vessel for an inspection.
  - c. **Task Tab** includes the basic Human Tasks and Process Tasks that are applicable to the question.
    - **Human Tasks** identifies Familiarity, Interview & Demonstration tasks as applicable to the relevant rank groups.

	GUIDANCE	CHECKLIST	TASK
Human Tasks			^
Familiarity			
All Officers		<ol> <li>Are you familiar with the purpose and operation of the fire hos</li> <li>Are you aware of the maintenance plan for the vessel's fire pro appliances?</li> </ol>	
Interview			
Rating		<ol> <li>During the interview, will you be able to explain your familiarity nozzles and international shore connections?</li> </ol>	y with the purpose and operation of the fire hoses,
Process Tasks			~
I← Back to All Qu	uestions + Previous		Next

- **Process Tasks** lists the Manuals/Plans/Procedures, Certificates/Checklists/Records, Log books/Entries which will likely be reviewed by an inspector and needs to be checked and prepared prior to an inspection.

Human Tasks			
<sup>p</sup> rocess Tasks			•
Manuals/ Plans/ Procedures	<ol> <li>The company procedure that define recording the results.</li> </ol>	ed the company under keel clearance (UKC) policy and	the requirement for conducting calculations and
Certificates/ Checklists/ Records			
Log Books / Entries	1. Bridge Log Books and bell books - E	Entries of the time of passing critical hydrographic feat	tures.

 If the operator has included any operator specific inputs in the Human Tasks or Process Tasks of a question, a button will appear which allows to view the operator provided reference/guidance. Click on the respective buttons to view the Operator Description or SMS Reference.

			Aby John
SIMPLIFYING COMPLEXITY	4.1.2. Operation and testin	ng of radar/ARPA	
Admin Dashboard		ation officers familiar with the company procedures for managing a the vessel, and were records available to demonstrate that the units	
Question Library	tested in accordance with		nad been operated and
Training Video	Human Tasks		2 ^
Rank-Based Training	Familiarity	-	$\frown$
FAQ		1. Are you familiar with the company procedure for managing and	
New Terms/Phrases	Deck Officer	operating the radar/ARPA units fitted to the vessel? 2. Are you aware of the hazards of using AIS data (vectors) for	View Operator Description
Admin Training View	v	collision avoidance? 3. Do you know the difference between the performance	SMS Reference
Add Operators Inpu	t	characteristics of X-band (9 GHz) and S-band (3 GHz) radars?	
LOGOUT G			
Copyright 2023 Novenique. All Rights Reserved.	I← Back to All Questions	← Previous	Next $\rightarrow$

 Navigate between questions by using the 'Next' or 'Previous' button. Click on 'Back to All Questions' to go back to the All Questions page.

#### 3.4. Training Video

This feature guides you to the OCIMF Videos using a link. Users can view the videos to understand the Technical and Human aspects of the SIRE 2.0 inspection process.

- 1. Select Training Video in the Main Menu.
- 2. Click the URL of the video that you would like to view.
- 3. You will be guided to the OCIMF website page where the videos are listed. You can view the video online and also download the same for future reference.

			Aby John
SIMPLIFYING COMPLEXITY	Training Video		
Admin Dashboard	Name	Description	URL
Question Library	SIRE 2.0 Animation Video - by OCIMF	Introduction to SIRE 2.0	https://www.ocimf.org/programmes/sire-2-0
Training Video	SIRE 2.0 Training Videos- Human Factors-	Officer All Crew Briefing	https://www.ocimf.org/programmes/sire-2-0/sire-2-0-videos
Rank-Based Training	by OCIMF	Oniter All Crew Brenny	https://www.oclint.org/programmes/site-z=0/site-z=0-videos
FAQ Wew Terms/Phrases	SIRE 2.0 Training Videos- Human Factors- by OCIMF	Officer Module 1 Additional briefing for vessel offices	https://www.ocimf.org/programmes/sire-2-0/sire-2-0-videos
Admin Training View	SIRE 2.0 Training Videos- Human Factors- by OCIMF	Officer Module 2 More on the inspection	https://www.ocimf.org/programmes/sire-2-0/sire-2-0-videos
Add Operators Input	SIRE 2.0 Training Videos- Human Factors- by OCIMF	Officer Module 3 What the inspector reports	https://www.ocimf.org/programmes/sire-2-0/sire-2-0-videos
LOGOUT 🗗	SIRE 2.0 Training Videos- Human Factors- by OCIMF	Officer Module 4 Responding to human observations	https://www.ocimf.org/programmes/sire-2-0/sire-2-0-videos
Copyright 2023 Novenique. All Rights Reserved.	SIRE 2.0 Training Videos- Technical - by OCIMF	Technical Module 1: Introduction to SIRE	https://www.ocimf.org/programmes/sire-2-0/sire-2-0- technical-videos

#### 3.5. Rank-Based Training

This is the feature where each crew can complete their training on questions in the SIRE 2.0 Question Library which are applicable to the type of ship and their rank/role onboard.

# 3.5.1. Starting a New Training

- 1. Click on Rank-Based Training on the Main Menu.
- 2. To start a new training, select 'Start New training' on the Training Dashboard.

 Training Dashboard
 Start New Training I→

3. Select the Vessel Type and Rank for which the training is to be taken.

			hot yda	n
Admin Dashboard Question Library Training Video Rank-Based Training FAQ New Terms/Phrases Admin Training View	VESSEL TYPE* Oil * Do You Want To Make Your Tra	Master Chief Officer 2nd Officer 3rd Officer Jr. Officer Chief Engineer 2nd Engineer 3rd Engineer 4th Engineer Jr. Engineer	Abditional Responsibilities	n
Add Operators Input		ETO (Sr) ETO (Jr) Cargo Engineer (Sr)		
		Cargo Engineer (Jr) Deck Rating Engine Rating Catering		
Copyright 2023 Novenique. All Rights Reserved.		Catering		

4. Additionally, select any **Additional Responsibilities** that you may hold onboard or would like to train for.

				ĺ			Aby	Aby J	Aby J	Aby Jo	Aby Jot
	SIMPLIFYING COMPLEXITY 🥖	Pumpman				Star	Start I	Start I-	Start I→	Start I→	Start I→
îii	Admin Dashboard	VESSEL TYPE* RANK* Security Officer									
II۸	Question Library	Oil  Chief Officer  Safety Officer:	~								
D	Training Video	Officer Responsibe for	~								
۲	Rank-Based Training	Navigation									
°°		Do You Want To Make Your Training Ship Specific?* BWMP									
•	New Terms/Phrases	VOC Management									
<u> </u>	Admin Training View	Plan									
20	Add Operators Input	Alcohol Testing									
		Tesing of Fire Detection System									
	LOGOUT 🕞	Calibration of Fixed Gas Detecting Systems									
Co	pyright 2023 Novenique. All Rights Reserved.	Bunker and Cargo Samples Management									

5. Select if you want to make the Training Ship Specific. Choose from Yes, No and Default.

SINKALIYING CONVALUTY		
Admin Dashboard	VESSEL TYPE* RANK*	ADDITIONAL RESPONSIBILITIES
Question Library	Oil   Chief Officer	Security Officer, BWMP, V 👻
Training Video		
Rank-Based Training		
FAQ	Do You Want To Make Your Training Ship Specific?*	Select
New Terms/Phrases		Yes
Admin Training View		No
Add Operators Input		Default
годолт Ср		
pyright 2023 Novenique. All Rights Reserved.		

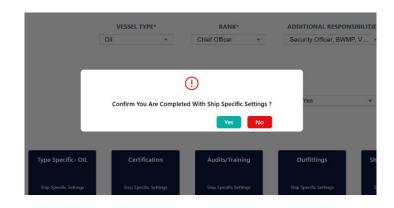
6. Selecting **Yes** will enable a card menu for making the selections to populate questions specific to the ship's outfitting and processes.

						Aby John
SIMFLIFYING COMPLEXITY 🥖						Start I→
ati Admin Dashboard		VESSEL TYPE*	RANK*	ADDITIONAL RESPONSI	IBILITIES	
Question Library		Oil 👻	Chief Officer *	Security Officer, BWMP,	, V 👻	
Training Video						
Rank-Based Training						
FAQ		Do You Want To Make Your 1	Training Ship Specific?*	Yes	<b>~</b> ]	
New Terms/Phrases						
Admin Training View						
Reference Add Operators Input	Type Specific- OIL	Certification	Audits/Training	Outfittings	Ship Management	
LOGOUT 🕒	Ship Specific Settings	Ship Specific Settings	Ship Specific Settings	Ship Specific Settings	Ship Specific Settings	
Copyright 2023 Novenique.	23	5	11	16	9	

7. Clicking on the card menu will open a list of settings, after making the selections, click on '**SAVE'** to enable the changes. Click on '**RESET**' to revert back to the default selections.

_	TYPE SPECIFIC- OIL		×	
	Type- OBO or Ore-Oil	True 🔘	False 💿	
	Type - Shuttle Tanker (Bow Loading)	True 🔘	False 💿	
	Bow Loading System - deluge system fitted?	True 🔘	False  BILI V	
	Bow Loading System - with fixed foam fire extinguishing system?	True 🔘	False 💿	
	Bow Loading System - with Fixed gas & fire detecting system ?	True 🔘	False 🔘	
	Inert Gas Fitted ?	True 🔘	False 🔘	
	Inert Gas by Flue Gas ?	True 💿	False 🔿	Ŧ
	Inert Gas by Nitrogen generator?	True 🔘	False 🔘	
	Inert gas by IG Generator/ Oil Fired Generator?	True 🧿	False 🔵	
	Are fixed O2 alarms fitted in inert gas generating or storage spaces?	True 🔘	False 🔿	
pe Sp	Loading, Gauging and sampling static accumulator cargo in non-inerted tanks?	True 🔘	False 💿	Sh
nio Soe	With Cargo pumproom ?	True 🔘	False 🔵	
	Deepwell pump fitted?	True 🔘	False 🔵	
		RESET	SAVE	

 Once all ship specific selections are made in the card menu settings, click on the 'Start' button to begin training. A pop up appears to confirm that the ship specific selections have been updated; click on 'Yes' to confirm and begin the training.



Note: Selecting Vessel Type, Rank and applicable option for the Ship Specific Training will enable the 'Start' Button.

9. Users can navigate through the questions similar to using the Question Library (Refer **Sections 3.3.3 to 3.3.9** for guidance on navigating the questions).

			Aby John
SIMPLIFYING COMPLEXITY 🥖	ROVIQ		
Admin Dashboard	2.Certification and Documentation	0 /14 >	
Question Library	3.Crew Management	0/17 >	
Training Video	4.Navigation and Communications	0/31 🗸	
Rank-Based Training	5.Safety Management	0/71 ~	
FAQ	6.Pollution Prevention	0/8 ~	
New Terms/Phrases	7.Maritime Security	0,6 🗸 🗸	
Admin Training View	8.Cargo and Ballast Systems	0/33 🗸	
Add Operators Input	9.Mooring and Anchoring	0/13 ~	
	10.Machinery Spaces	0 /8	
LOGOUT 🗗			
Copyright 2023 Novenique. All Rights Reserved.		Total Question Count 0 / 201	Question Types: 😉 Core 🕕 Rotational 1 🔮 Rotational 2 🏠 Conditionality

10. Once the user completes their training on a question (Question Information, Guidance, Checklist and Tasks), click on the **"TRAINED**" button.

Admin Dashboard			ar with the company procedure for maintaining the vessel's statutory or I was the vessel free of conditions of class or significant memoranda? Graduated	ertification up to date, were an certificate
Question Library				
Training Video		GUIDANCE	CHECKLIST	TASK
Rank-Based Training	Human Tasks			
FAQ	Process Tasks			2
New Terms/Phrases	Manuals/ Plans/	1. Company procedure fr	or managing the vessel's statutory certification and supporting documents.	
Admin Training View	Procedures	1. Company procedure io	or managing the vessel's statutory certification and supporting documents.	
Add Operators Input	Certificates/ Checklists/		ation certificates and supporting surveys/test reports. ating the expiry date of all statutory certification, supporting surveys and inspectic us Recort (CSSR).	ons.
LOGOUT C	Records		s reported in the defect reporting system. ance during the past twelve months.	
pyright 2023 Novenique. All Rights Reserved.	i← Back to All Q	uestions		Next

11. A confirmation will be required to register the question as TRAINED. Click on **Yes** to confirm.

type, and had di	rills taken place t	o test the effectiveness of the plans in ac	cordance with the c		
Question Inform	nation				
QUE       Please confirm that you are familiar with the Question information,         Guidance, Checklist, and the Human & Process Tasks applicable to the selected rank.         RESI       Yes					
🗄 Hardware	Process	Human			
None	Graduated	Graduated			
G	UIDANCE	CHECKLIST			

12. Once the Training for a question is completed, the question will be marked as **TRAINED**.

					Aby John	h
SIMPLIFYING COMPLEXITY	2.1.1. Maintenance	of Statutory Certifi	cation			
admin Dashboard				ocedure for maintaining the vessel's stat conditions of class or significant memor	utory certification up to date, were all certificates and and a contract of the second s	d
Question Library	QUESTION TYPE		APPLICABILITY	CONDITIONALITY	ROVIQ	
Training Video	Core		Chemical, LNG, LPG, Oil	No	Documentation, Pre-board	
Rank-Based Training	🖞 Hardware	Process	📥 Human			
FAQ	Binary	Graduated	Graduated			
New Terms/Phrases		GUIDANCE		CHECKLIST	TASK	
Admin Training View	Guidance				~	
Add Operators Input	Inspector Actions				~	
	Expected Evidence				~	
LOGOUT G	Potential grounds for	r negative observation			~	
Copyright 2023 Novenique. All Rights Reserved.	i← Back to All Ques	tions			Next →	ן

13. Once a question is marked as 'TRAINED', the particular question will be indicated with a **Green** band on the card view.

Questions which have been partly viewed, but not completed will be indicated with a Yellow band and those questions which have not been attempted or viewed will be indicated with a **Red** band.

				(	Aby John
SIMPLIFYING COMPLEXITY 🖌	ROVIQ				
admin Dashboard	3.Crew Management		17/17 ^	3.3.1	
Question Library	3.1 Crew Qualification		072	Shore-based Bridge Team Management training	
Training Video	3.2 Crew Evaluation		0/7		
Rank-Based Training	3.3 Crew Training		œ	3.3.2	
FAQ	3.4 Crew Compliance		072	Formal ship handling training	
New Terms/Phrases	3.5 Crew Familiarisation		0/3	-	
Admin Training View	4.Navigation and Communications		0/31 ~	3.3.3 Cargo operations shore-based simulator course	
Add Operators Input	5.Safety Management		0/71 🗸		
-	6.Pollution Prevention		0 /8 🗸 🗸		
LOGOUT G					
Copyright 2023 Novenique. All Rights Reserved.		Total Question Count	3 / 201	Question Types: 🞯 Core 😗 Rotational 1 🔞 Rotational 2 🏠	Conditionality

Note: The question count will also change to display the number of questions completed in each chapter, section and also in the Total Question Count.

14. Once all questions are logged as 'TRAINED', a "FINISH" Button will appear on the All Questions page.

	Aby
ROVIQ	Finish
2.Certification and Documentation	5.1.4
3.Crew Management 5/5 ~	Enclosed space rescue emergency response drill.
4.Navigation and Communications	-
5.Safety Management 25/25 ^	5.1.6 Launching the lifeboat(s) and abandon ship drills
5.1 Emergency Response Plans and Drills 3/3	<b>2</b>
5.2 Fixed Fire Protection Systems 4/4	5.1.14
5.3 Portable fire fighting appliances \$75	Man overboard emergency drill.
5.4 Life saving appliances 2/2	0
5.5 Permits to work 3/3	
5.7 Safety Management 6/6	
Total Question Count 44 / 44	Question Types: 🎯 Core 🔞 Rotational 1 🕲 Rotational 2 🏠 Conditionality

15. Selecting "FINISH" will prompt you to a Test which is a MCQ (Multiple Choice Questions) Test.



- 16. Once confirmation is given, the user will undergo a test, which includes up to 20 multiple choice questions. Some of the questions are binary (True/False), some have only one correct answer and others may have multiple correct answers.
- 17. Upon completion of the test, a score and grade will be awarded to the trainee. The details will be displayed on the Training Dashboard from where the Completion Certificate can also be downloaded.

#### **3.5.2.** Downloading the Training Certificate

								Aby Johr
Admin Dashboard	Training Da	shboard					Sta	rt New Training $I \rightarrow$
	Name	Start Date	End Date	Status	Score	Grade	Certificate	Retake Count
Question Library Training Video	Oil-Master Security Officer	20 Nov'23 2:41 pm	-	214/217 In Progress	-	-	-	-
Rank-Based Training	LPG-3rd Officer	22 Nov'23 7:48 am	-	0/182 In Progress	-	-	-	-
New Terms/Phrases	Oil-Master Security Officer	22 Nov'23 10:15 am	-	0/220 Not Started	-	-	-	-
<ul> <li>Admin Training View</li> <li>Add Operators Input</li> </ul>	Oil-Chief Officer BWMP, Security Offic	22 Nov'23 11:19 am	-	3/201 In Progress	-	-	-	
LOGOUT D	Oil-Catering	22 Nov'23 11:36 am	22 Nov'23 11:41 am	34/34 Completed	16/20	As Expected	Download	3 Retake MCQ
Copyright 2023 Novenique. All Rights Reserved.	LPG-Catering	22 Nov'23 11:41 am	-	0/34 Not Started	-	-	-	

- 1. Click on **Rank-Based Training** on the Main Menu.
- 2. The details of all trainings undertaken by a user will be displayed on the Training Dashboard.
- 3. Upon successful completion of the test, a score and grade will be awarded to the trainee.
- 4. On the Training Dashboard, click on **Download** to download a copy of the training certificate.
- 5. Similarly, the certificate can be downloaded from a user's status card on the 'Admin Training View' page also.

#### **3.5.3.** Resuming an Incomplete Training

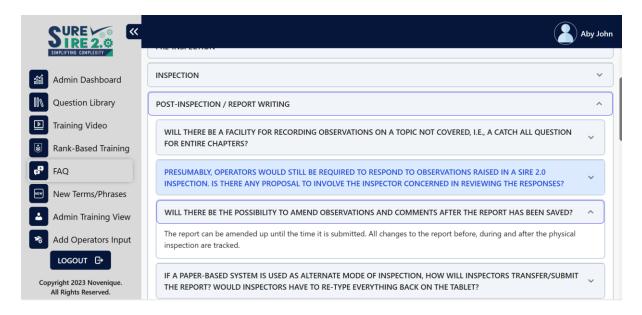
To continue a training that had been started, but not fully completed;

- 1. Select Rank-Based Training in the Main Menu.
- 2. Click on In Progress in the Training Dashboard to continue the training.

								Aby John
	Training Da	shboard					Sta	rt New Training $I \rightarrow$
Admin Dashboard	Name	Start Date	End Date	Status	Score	Grade	Certificate	Ketake Count
Question Library	Oil-Master Security Officer	20 Nov'23 2:41 pm	-	214/217 In Progress	-			
Rank-Based Training	LPG-3rd Officer	22 Nov'23	-	0/182 In Progress	-	-	-	
FAQ		7210 0111						
New Terms/Phrases	Oil-Master Security Officer	22 Nov'23 10:15 am	-	0/220 Not Started	-	-	-	
Admin Training View	Oil-Chief Officer BWMP, Security Offic	22 Nov'23 11:19 am	-	3/201 In Progress	].	-	-	
LOGOUT G+	Oil-Catering	22 Nov'23 11:36 am	22 Nov'23 11:41 am	34/34 Completed	16/20	As Expected	Download	3 Retake MCQ
Copyright 2023 Novenique. All Rights Reserved.	LPG-Catering	22 Nov'23 11:41 am	-	0/34 Not Started	-	-	-	-

## 3.6. Frequently Asked Question (FAQ)

This feature will take the user through few FAQs. The questions are grouped under various sections. A user can select any section which will display all the questions under that section as a drop down and clicking on a question will display the response to that question.



## 3.7. New Terms/Phrases

This feature will assist in getting familiar with the new terms and phrases used in SIRE 2.0. Clicking on a term/phrase will open a response that explains the selected term/phrase.

		Aby John
SIMPLIFYING COMPLEXITY	Company procedure	~
Admin Dashboard	Compiled Vessel Inspection Questionnaire (CVIQ)	~
Question Library	Deficient/deficiency	~
Training Video		
Rank-Based Training	Graduated response	~
FAQ	Harmonised Vessel Particulars Questionnaire (HVPQ)	^
New Terms/Phrases	Questionnaire for documenting and communicating permanent and infrequently changing information relating to a vessel, its construction, outfitting and certification.	
Admin Training View		
Add Operators Input	Inspection area	~
LOGOUT G	Inspection Compiler	~
Copyright 2023 Novenique. All Rights Reserved.	Inspection Data-Set	~

# 3.8. Admin Training View

The Admin Training View displays the cumulative list of all individual users registered on the application.

		Aby John
SIMPLIFYING COMPLEXITY	Admin Training View	
Admin Dashboard		
Question Library	Aby John	~
Training Video	Suresh S	~
Rank-Based Training		
FAQ		
New Terms/Phrases		
Admin Training View		
Add Operators Input		
LOGOUT G		
Copyright 2023 Novenique. All Rights Reserved.		

Clicking on a user's name enables a drop down which displays all trainings undertaken by the user, along with the detailed status card for each training module.

								Aby J	ohn
SIMPLIFYING COMPLEXITY	Aby John							~	
Admin Dashboard	Name	Start Date	End Date	Status	Score	Grade	Certificate	Retake Count	
Question Library	Oil-Master Security Officer	20 Nov'23 2:41 pm	-	214/217 In Progress	-	-	-	-	
Training Video	LPG-3rd Officer	22 Nov'23 7:48 am	-	0/182 In Progress	-				
67 FAQ	Oil-Master	22 Nov'23	-	0/220 Not Started	_	-	-	-	
New Terms/Phrases	Security Officer	10:15 am							
Admin Training View	Oil-Chief Officer BWMP, Security Offic	22 Nov'23 11:19 am	-	3/201 In Progress	-		-	-	
	Oil-Catering	22 Nov'23 11:36 am	22 Nov'23 11:41 am	34/34 Completed	16/20	As Expected	Download	3	
LOGOUT 🗗	LPG-Catering	22 Nov'23 11:41 am	-	0/34 Not Started	-	-	-	-	
Copyright 2023 Novenique. All Rights Reserved.	Suresh S							```	j

#### 3.9. Add Operators Input

Where questions have been assigned with a human element task or process task, an option is provided to the Operator to include Operator specific procedures and references to provide enhanced guidance to the users.

An operator can use this feature to provide operator specific information against the human and process tasks to enable easy references to company procedures for a trainee using the Rank-Based Training module or a user browsing the Question Library.

1. Select Add Operators Input in the Main Menu.

							Aby John
SIMPLIFYING COMPLEXITY	<b>Operator Sp</b>	ecific-Tasks					
<ul> <li>Admin Dashboard</li> <li>Question Library</li> <li>Training Video</li> <li>Rank-Based Training</li> <li>FAQ</li> </ul>	Chapter 2 Certification and Documentation	Chapter 3 Crew Management	Chapter 4 Navigation and Communications 37	Chapter 5 Safety Management 88	Chapter 6 Pollution Prevention	Chapter 7 Maritime Security	
New Terms/Phrases  Admin Training View  Add Operators Input  LOGOUT	Chapter 8 Cargo and Ballast Systems 91	Chapter 9 Mooring and Anchoring	Chapter 10 Machinery Spaces	Chapter 11 General Appearance and Condition	Chapter 12 Ice Operations		
Copyright 2023 Novenique. All Rights Reserved.				rize and practice with the differe ctice on various questions a			

2. Select the required Chapter, Sub-Chapter and the Question to input the details.

		Aby John
admin Dashboard	4.Navigation and Communications	4.1.1
Question Library	4.1 Navigation Equipment 15	ECDIS set up and operation
Training Video	4.2 Navigational Procedures	
Rank-Based Training	4.3 Bridge and Machinery Space Team Management	4.1.2
FAQ	4.4 Communications Equipment and Procedures 6	Operation and testing of radar/ARPA
New Terms/Phrases	4.5 DP & Shuttle Tanker Specialist Procedures and Equipment	-
Admin Training View	5.Safety Management 🐻 🗸	4.1.3 Operating and testing the steering control systems
Add Operators Input	6.Pollution Prevention	0
	7.Maritime Security 6 V	
LOGOUT B		
Copyright 2023 Novenique. All Rights Reserved.	It- Back to Chapters Total Question Count 385	Question Types: 🧿 Core 🕕 Rotational 1 健 Rotational 2 🏠 Conditionality

3. Under the **HUMAN TASK** or **PROCESS TASK** tabs, select and expand the respective tab where the input is required to be made.

		Aby John
SIMPLIFYING COMPLEXITY	4.1.2. Operation and testing of radar/ARPA	
admin Dashboard	Were the Master and navigation officers familiar with the company procedures for records available to demonstrate that the units had been operated and tested in a	
Question Library	HUMAN TASK	PROCESS TASK
Training Video		$\frown$
Rank-Based Training	Familiarity	
FAQ		$\smile$
New Terms/Phrases		
Admin Training View		
Add Operators Input		
LOGOUT B		
Copyright 2023 Novenique. All Rights Reserved.	H- Back to All Questions ← Previous	Next →

- 4. Enter the SMS reference in the box labelled 'Enter SMS Reference'.
- 5. Enter any information or guidance in text form in the box labelled 'Enter Text Information'.
- 6. Click on 'Save'.

		,×
4.1.2. Operation and testing o	f radar/ARPA	
	n officers familiar with the company procedures for managing and operating the radar/ARPA units fitted to the vessel, and were records he units had been operated and tested in accordance with company procedures?	vess
Familiarity		
ning Vic Deck Officer	<ol> <li>Are you familiar with the company procedure for managing and operating the radar/ARPA units fitted to the vessel?</li> <li>Are you aware of the hazards of using AIS data (vectors) for collision avoidance?</li> <li>Do you know the difference between the performance characteristics of X-band (9 GHz) and S-band (3 GHz) radars?</li> </ol>	
c-Based		
Enter SMS Reference		_
Bridge Procedures Manual 75. Na	vigation Equipment / AIS	
Terms		
in Train Enter Text Information		
BIUEEEE	A ) ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) (	
Opera' The accuracy of AIS information depe	nds on the other ship's equipment.	
	solitoring and for computing course and speed over the ground. Thus, any QPS errors will be reflected in the outputs and the limitations of GPS will definitely affect the Information on heading and rates of turn may be derived from other sensors.	
None of these sensors can be monitor	red by the receiving vessel. Therefore, cross-checking with other data is necessary and the AIS information should not be relied upon until the integrity of the information is	
	Sav	/e
2023 Novemque.		

The Operator specific information that was added will display against the relevant Human or Process Task when a user accesses the question using the Question Library or Rank-Based Training module.

			Aby John
SIMPLIFTING GUMPLEATING	4.1.2. Operation and tes	ting of radar/ARPA	
admin Dashboard		vigation officers familiar with the company procedures for managing and to the vessel, and were records available to demonstrate that the units ha	
Question Library	tested in accordance wit		a been operated and
Training Video	Human Tasks		2 ^
Rank-Based Training	Familiarity		_
FAQ		1. Are you familiar with the company procedure for managing and	
New Terms/Phrases	Deck Officer	operating the radar/ARPA units fitted to the vessel? 2. Are you aware of the hazards of using AIS data (vectors) for collision avoidance?	w Operator Description
Admin Training View		3. Do you know the difference between the performance characteristics of X-band (9 GHz) and S-band (3 GHz) radars?	SMS Reference
Add Operators Input	1	characteristics of y-band (5 on 2) and 5-band (5 on 2) radars.	
	I← Back to All Questions	s ← Previous	Next →
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# 4. Contact Us

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Surconcernqueicon		