



# **LMS Enablement in Projects**

## **Project Guide**

imc Learning Suite | Consulting Department | September 29, 2025

# Content

<b>1</b>	<b>Introduction.....</b>	<b>3</b>
<b>2</b>	<b>Process description new registrations .....</b>	<b>4</b>

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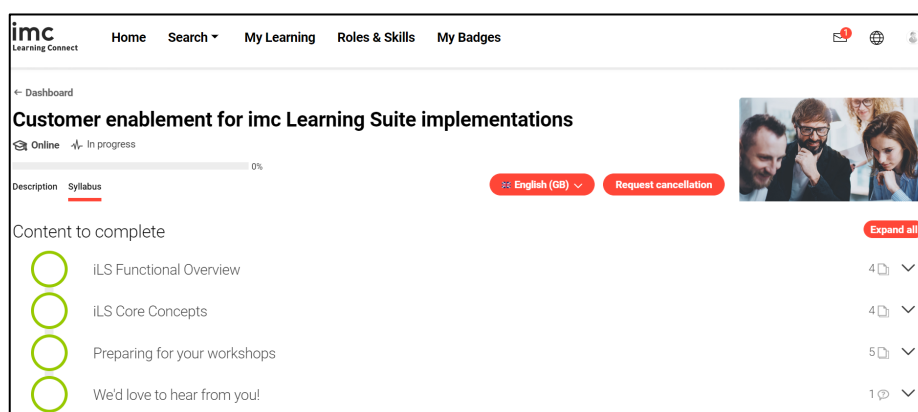
# 1 Introduction

The purpose of this guide is to support our customers in registering in the imc Learning Suite and their Learning Connect portal as part of their Enablement Journey (as part of an LMS implementation project).

This guide contains step-by-step instructions on how to register in the imc Learning Suite and thus start the enablement journey.

The imc customer portal called **imc Learning Connect**, which is available to our customers worldwide and can be accessed at <https://learningconnect.im-c.com>, is used for this purpose.

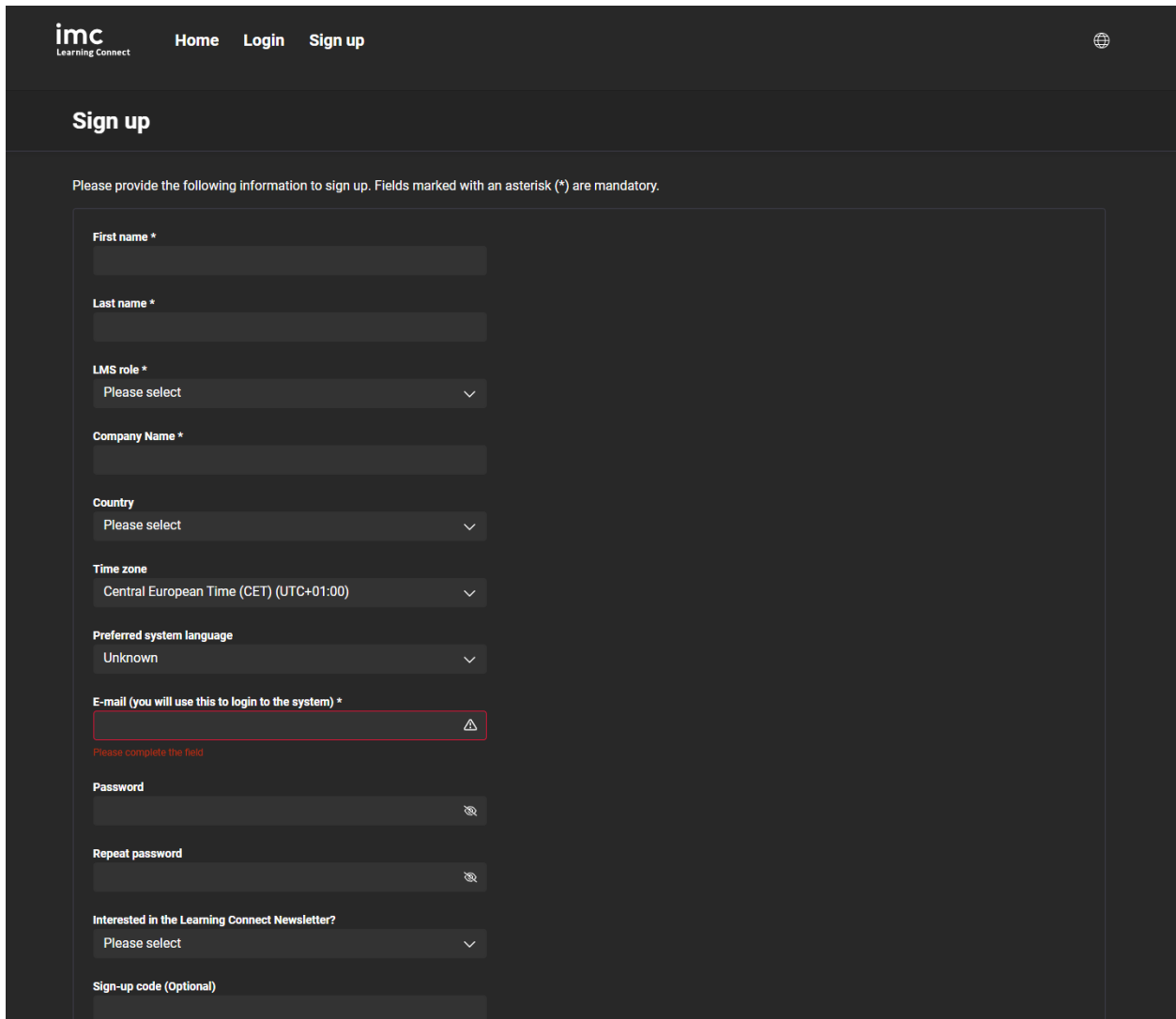
The aim of the enablement training is to give the customer an initial insight into the LMS and practical applications. By covering the LMS functional overview, core LMS concepts and workshop preparation, clients can take a more active role in implementing and configuring their LMS for their needs together with the Business Consultant / Project Manager.



## 2 Process description new registrations

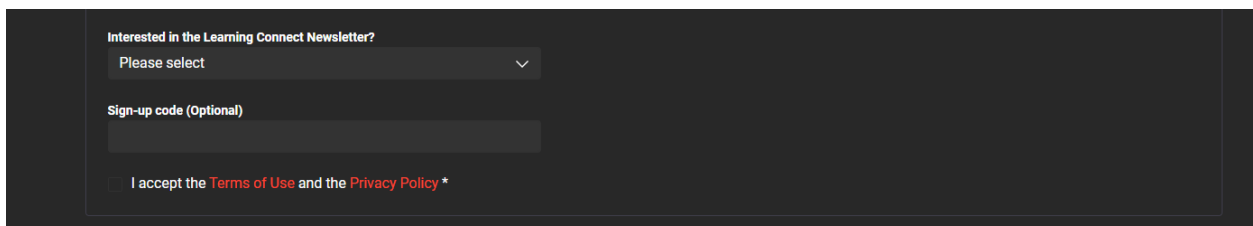
### Step 1 (Creation of user account & activation)

New customers must click on the following link to access the learning connect [sign up page](#)



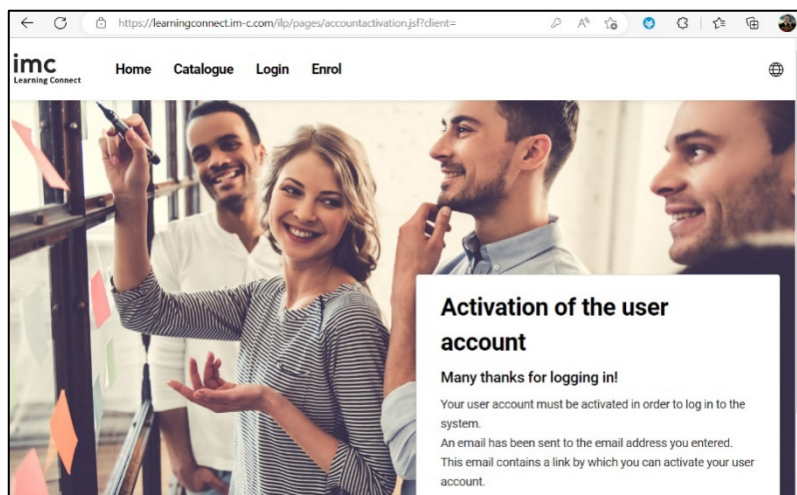
The screenshot shows the 'imc Learning Connect' sign-up page. The header includes the 'imc Learning Connect' logo and navigation links for 'Home', 'Login', and 'Sign up'. A globe icon is in the top right. The main heading is 'Sign up'. Below it, a note states: 'Please provide the following information to sign up. Fields marked with an asterisk (\*) are mandatory.' The form fields are: 'First name \*' (text input), 'Last name \*' (text input), 'LMS role \*' (dropdown menu with 'Please select'), 'Company Name \*' (text input), 'Country' (dropdown menu with 'Please select'), 'Time zone' (dropdown menu with 'Central European Time (CET) (UTC+01:00)'), 'Preferred system language' (dropdown menu with 'Unknown'), 'E-mail (you will use this to login to the system) \*' (text input with a red border and a warning icon, with a red error message 'Please complete the field' below it), 'Password' (text input with a visibility icon), 'Repeat password' (text input with a visibility icon), 'Interested in the Learning Connect Newsletter?' (dropdown menu with 'Please select'), and 'Sign-up code (Optional)' (text input). The 'Sign-up code' field is highlighted with a red box.

When completing the application, be sure to write "Enablement" in the "Sign-up Code" field to bypass manual approval.

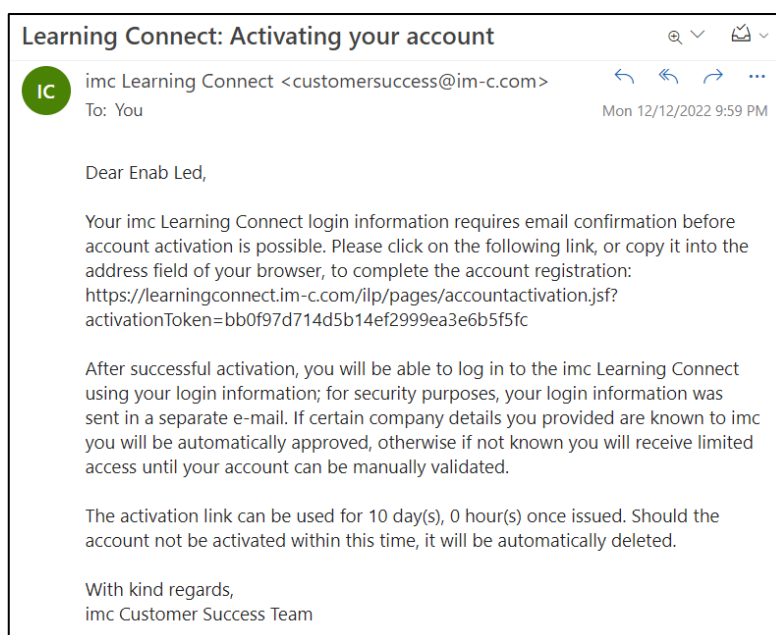


This close-up shows the bottom part of the sign-up form. It includes the 'Interested in the Learning Connect Newsletter?' dropdown menu (set to 'Please select'), the 'Sign-up code (Optional)' text input field, and a checkbox labeled 'I accept the Terms of Use and the Privacy Policy \*'.

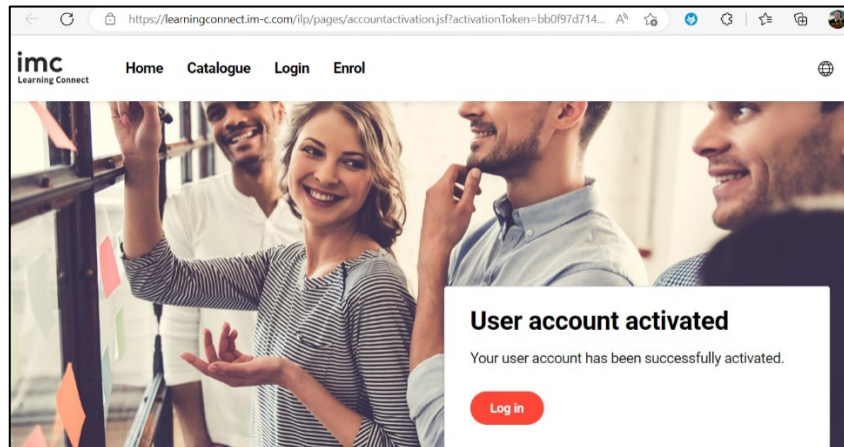
Once the registration form has been completed and sent, you will need to confirm your email address via a system generated confirmation email.



Go to your mail inbox and click on the link to complete validation / activation process.



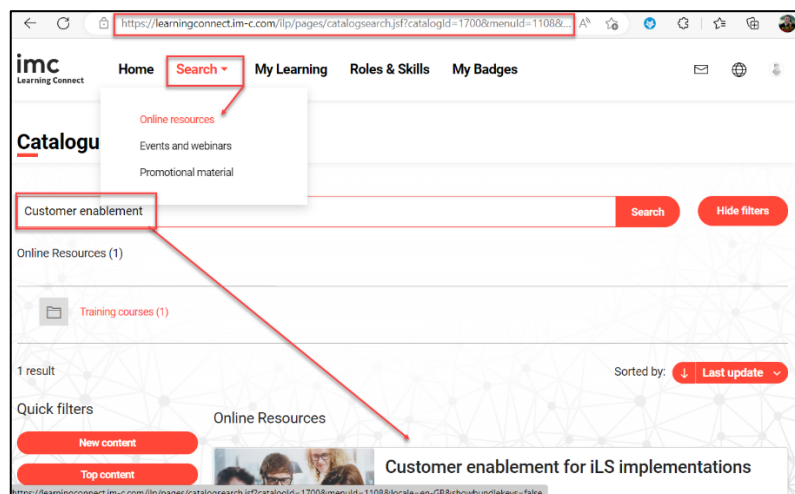
A confirmation will appear, allowing you to log in with your access data. Your access is now activated.



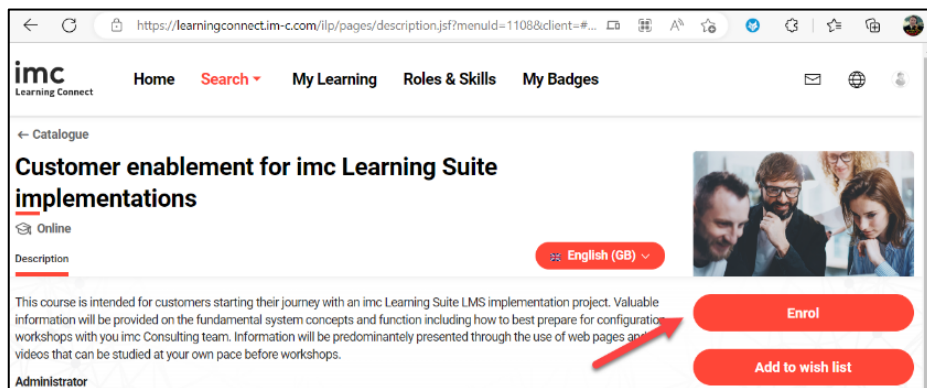
## Step 2 (Course Booking & Course Processing)

From this point on, you have two ways to access the course:

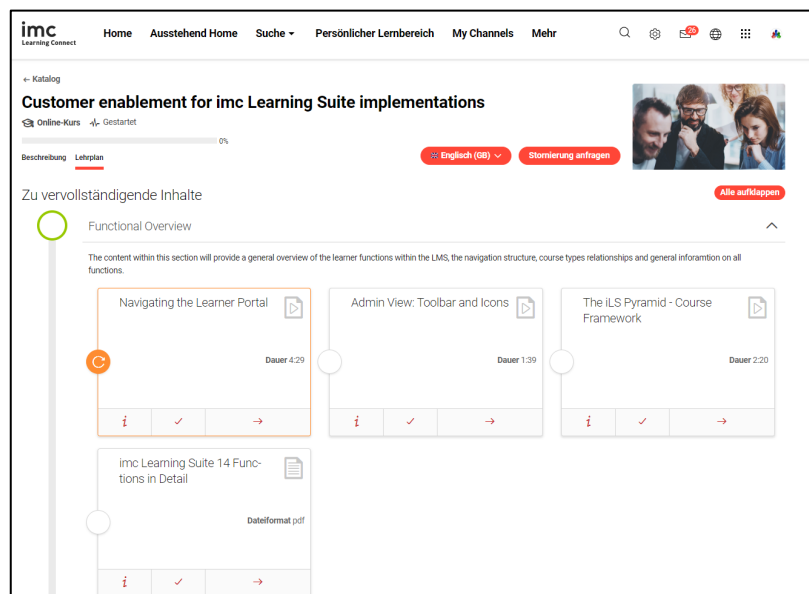
- Simply insert - after logging in with your user - the following deep link into your browser window: <https://learningconnect.im-c.com/ilp/pages/description.jsf?menuId=1108&client=#/users/@self/catalogues/232195/courses/243808/description>
- On the home page, search the catalogue via "**Search > Online Resources**" and enter "**customer enablement**" in the search box.



In both cases you should be taken to the course description page. Simply select the "Enrol" button in the course description. You should be able to access the course content and start your enablement journey after booking the course.



As soon as you are in the course room / syllabus of the course, you have access to the individual learning contents (videos, files). The contents are available in German and English, and the language of the course can be changed:



If you already have a user on imc Learning Connect, you can start at step 2 of the instructions. If you have any problems accessing the course, please contact your Business Consultant for assistance.