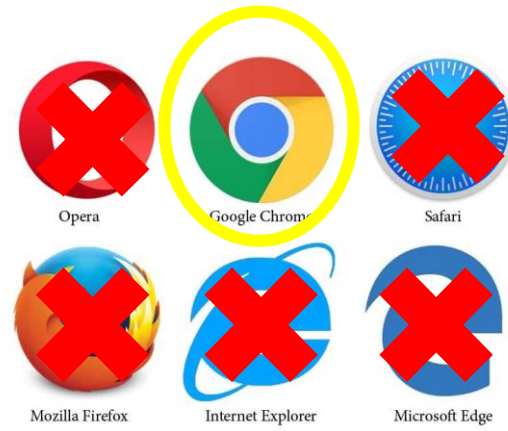


1-2 Basics before Starting

1) Use **Google Chrome** as browser



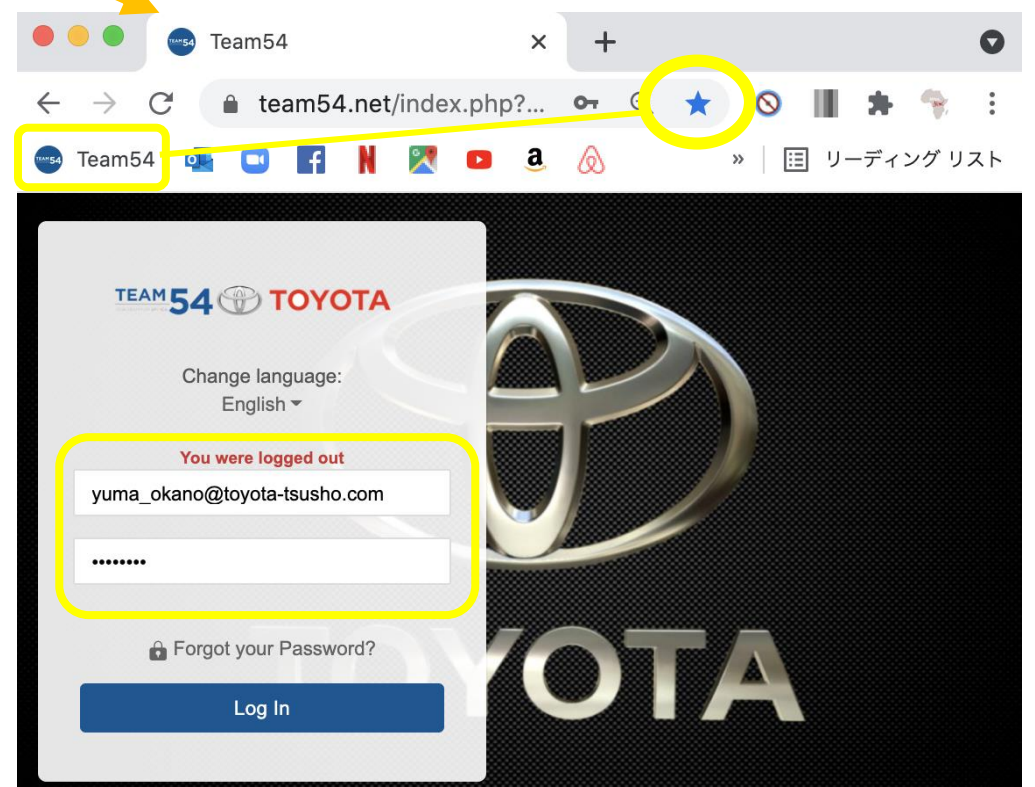
2) register Team54 URL as "**Favorite**"

<https://team54.net/>

3) First Log-in

ID : **your email address ***

PW : **Team54@**

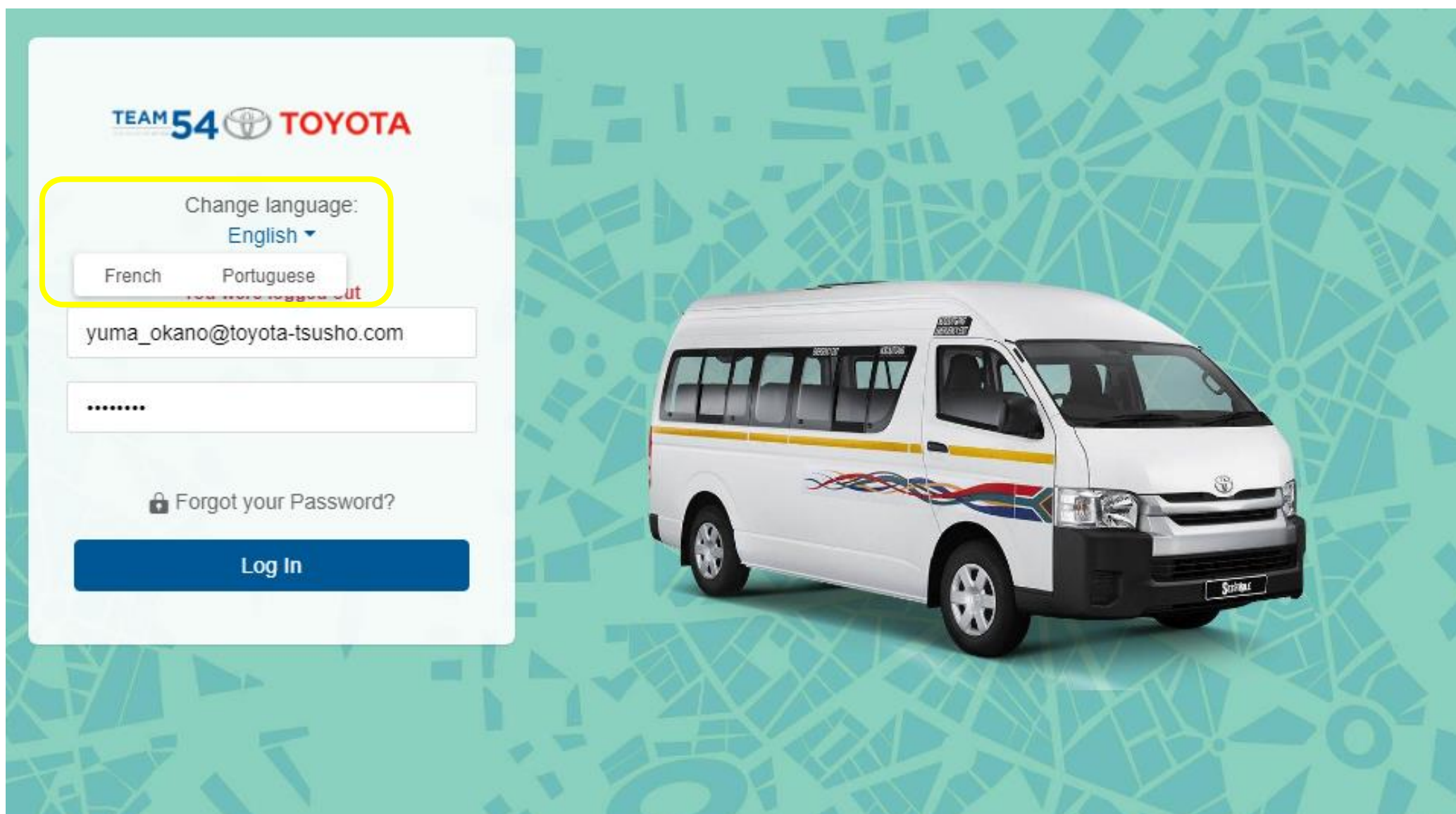


*if someone who don't have email Address,
Please ask to your company's IT or HR manager
What is your ID.

4) **One day One Click**

1-3 How to Log-in

Click Change language and French and Portuguese are available



1-4. How to change your password

The screenshot shows the top navigation bar with the TEAM54 TOYOTA logo, a 'Select' dropdown, and a search bar. On the left is a sidebar menu with items like 'Dashboard', 'Latest News', 'Let's Share', 'My Team', 'Manage Invitations', 'Training', 'Information Hub', 'Communications', and 'FAQ/ User Manual'. The main content area features a 'Toyota Africa YouTube' banner with a 'Visit' button. In the top right corner, there is a user profile dropdown menu for 'Yuma Okano' (yuma_okano@toyota-tsusho.com). The 'Profile' option is highlighted with a yellow box and a yellow arrow labeled 'Click'. Other options in the menu include 'My Courses', 'My Learning Journey', and 'Sign Out'. Below the banner is a 'Latest News' section with five placeholder cards for '154 TOYO'.

This screenshot shows the user's profile page. The top navigation bar includes the TEAM54 TOYOTA logo, a 'Select' dropdown, a search bar, and a 'Settings' button highlighted with a yellow box and a yellow arrow labeled 'Click'. The profile card on the left displays the user's name 'Yuma Okano', title 'TEAM54 Project Manager @ AMSSA', and an 'Update Bio' button. Below the profile card are statistics: 690 Coins, 6850 Points, and a Rank of 42/5376. The main content area is titled 'My Courses' and displays a grid of course cards. The first row includes 'REMISE OFFRE' (Special Offer), 'DEBRIEFING ESSAI ROUTIER', 'ESSAI ROUTIER', and 'AVANT ESSAI ROUTIER'. The second row includes 'LE PONT 2 COLONNES', 'MISE EN SITUATION CLIENT' (Customer), 'LE PONT', and 'CONTROLE VISUEL INTERIEUR'. Each course card shows a thumbnail image and the course title.

1-4. How to change your password

The screenshot shows a user profile for Yuma Okano, a TEAM54 Project Manager @ AMSSA. The page features a navigation bar with '12 / 103 Courses', '1 Learning path', '4 Badges', and 'Settings'. A 'Profile Approval' notification states that any profile changes must be approved before updating. The 'Account Settings' section includes a 'Change Password' form with two input fields for 'New Password' and 'Re-type New Password', both containing asterisks. A yellow box highlights these fields, with a callout box containing the text 'Enter your new password here'. An arrow points from the bottom of the yellow box to a blue 'Update password' button, with a callout box containing the text 'Click'.

TEAM54 TOYOTA Select Search... [Q] [X]

12 / 103 Courses 1 Learning path 4 Badges Settings [Menu] [Notifications: 62] [Help] [Settings] [Profile]

Yuma Okano
TEAM54 Project Manager @ AMSSA
[Update Bio]

690 Coins 6850 Points 42/5376 Rank

Account Settings

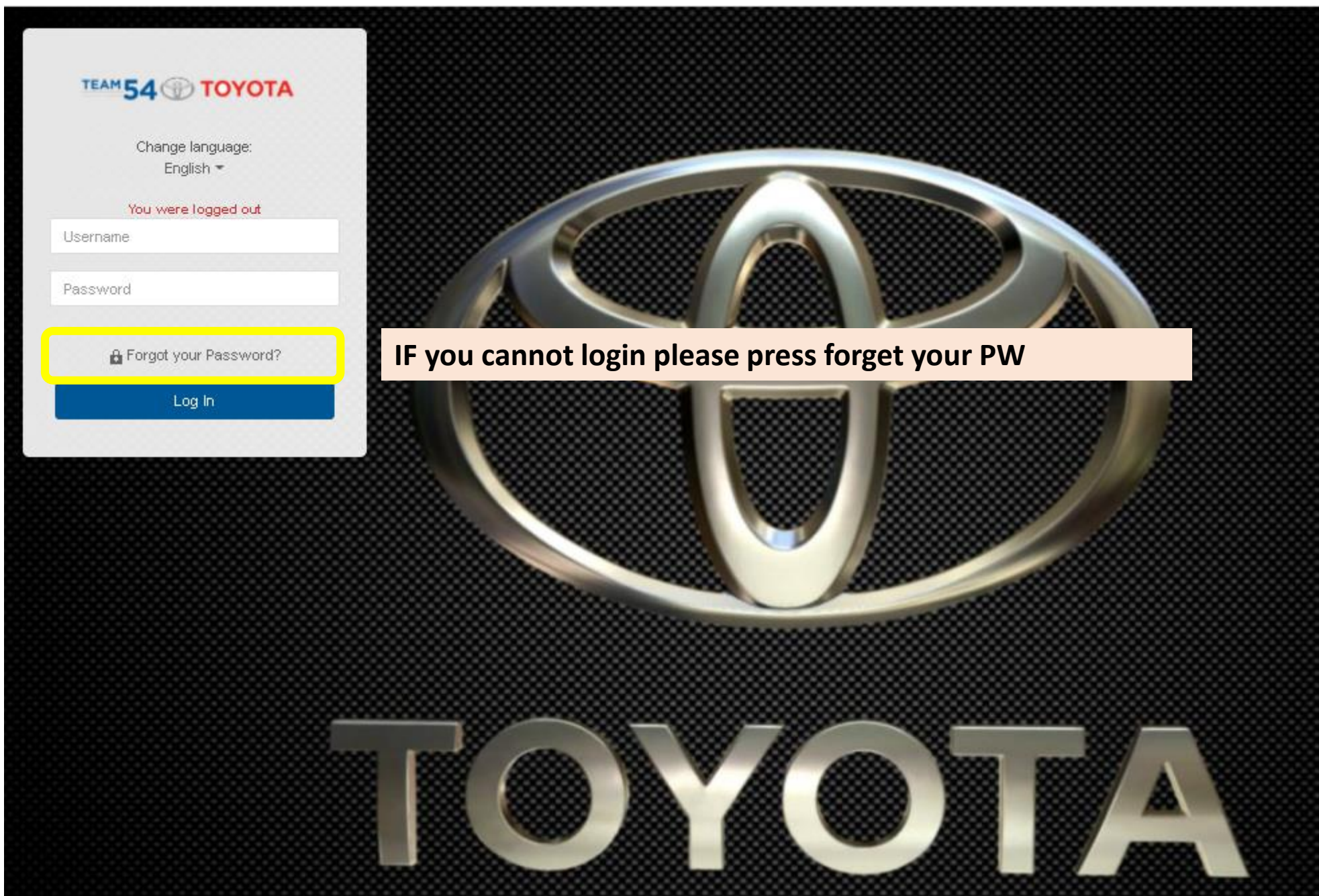
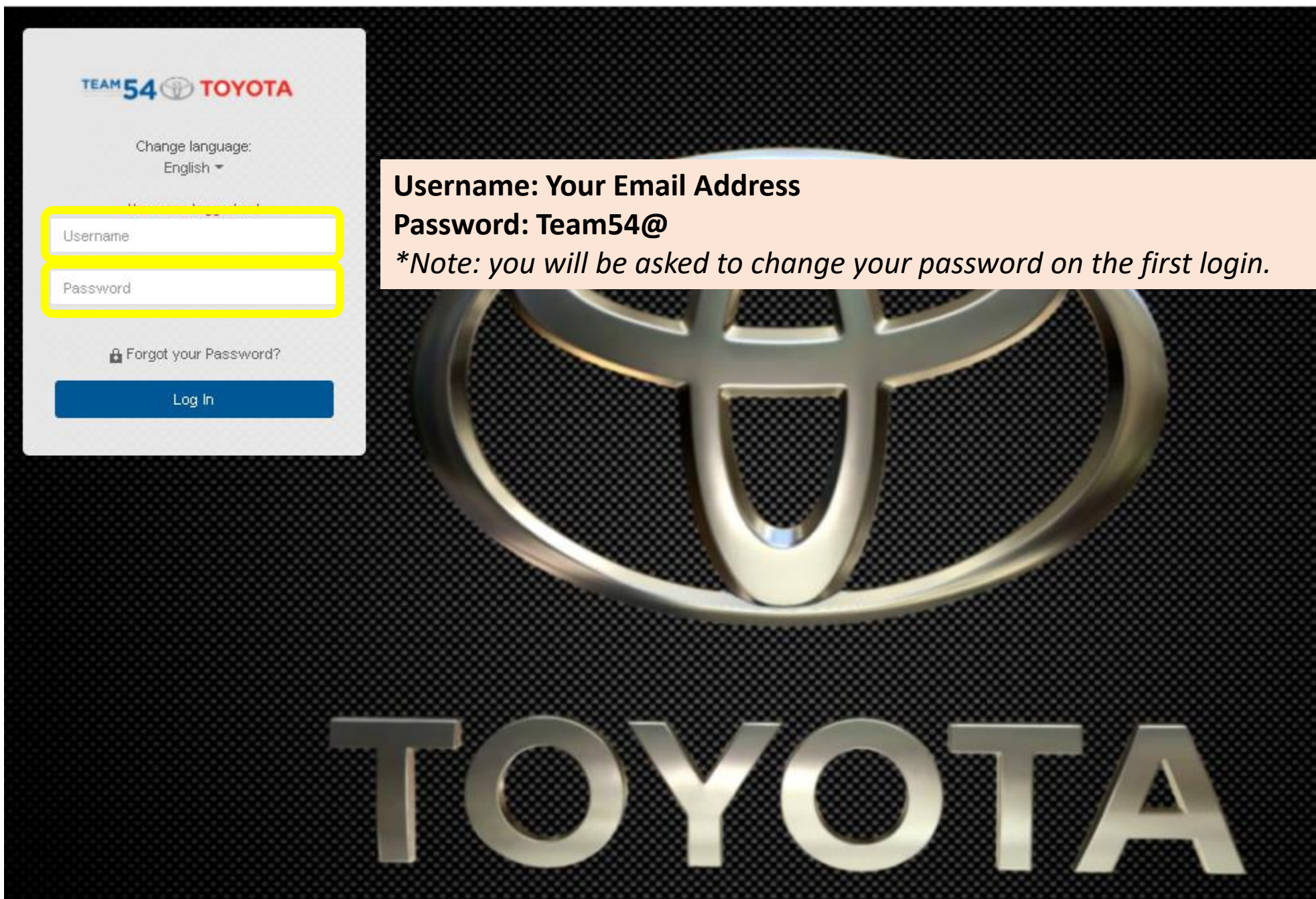
Change Password

New Password [Input: *****] [Callout: Enter your new password here]

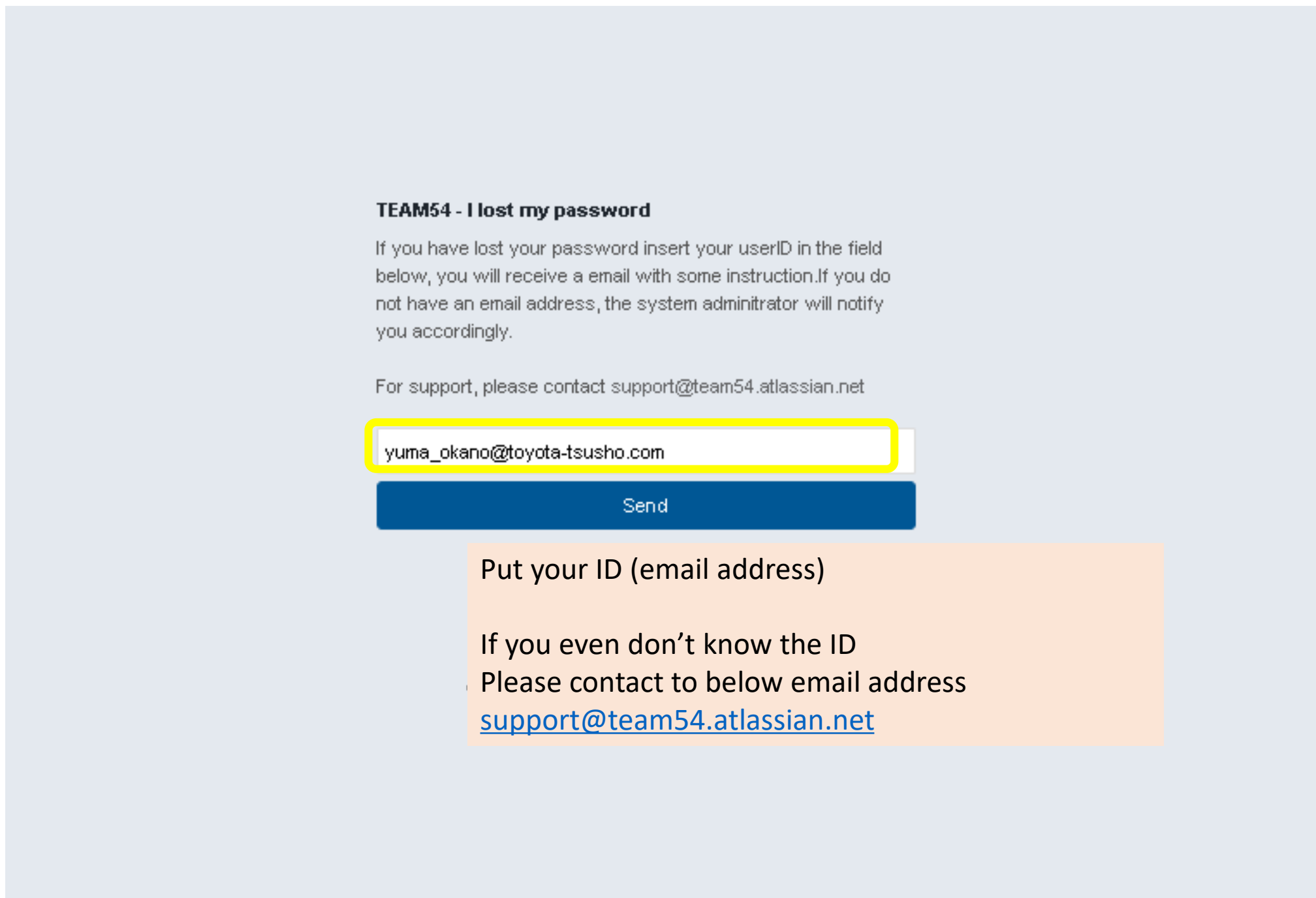
Re-type New Password [Input: *****]

[Click] [Update password]

1-5. Forget your Password - How to reset your password



1-5. Forget your Password - How to reset your password



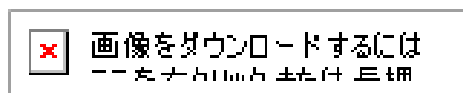
Dear Yuma [lastname],

You will get email
Title : TEAM54 - Reset password

To reset your password click the link below.
You will be directed to the TEAM54 to generate a new password.

[Reset Password](#)

Kind Regards | Cordialement | Saudações cordiais



TEAM54 - team54.net
support@team54.atlassian.net

This email was sent from your Team54 Platform, you highly recommend that you don't so as to ensure your platform

