

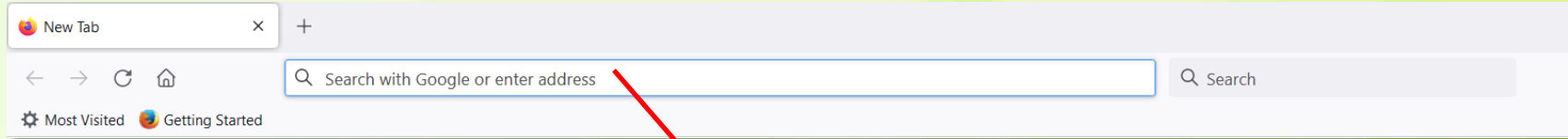


**VLEARNING**  
TECH

[www.vlearningtech.com](http://www.vlearningtech.com)

**USER GUIDE**  
**[WEBPAGE]**

## How to Access to VLearningTech Centre Management System Website



Please use Google Chrome or Mozilla Firefox, and at the blank space type in [www.vlearningtech.com](http://www.vlearningtech.com).



[www.vlearningtech.com](http://www.vlearningtech.com):

This is main webpage for VLearningTech.

All the **registration new centre / registration trial centre / top up** can be did in this webpage.

**Home:**

Click this function and the webpage will be back to normal starting webpage.

**Features:**

Click this function and the webpage will display 9 original features in the system.

**Award:**

Click this function to view all the awards the company has received since its establishment, together with videos of the award ceremony attached.

*Top Leading*

**CENTRE MANAGEMENT SYSTEM**

in Malaysia

## When click Features Button will be display:

### VLearningTech Features

VLearningTech Management System consists of numerous Unique Features that not only reduces the workload of staff and teachers, it also helps you to manage your education centre efficiently.



Multiple Centres Monitoring System



Real-Time Monitoring system



Login Accessible



Lesson Planning System



Homework & Report Card



Finance Management System



Student Reward System



Analytical Reports



Notification System

**When click Awards Button will be display:**



## Award

### Sin Chew Business Excellence Awards Giving Ceremony

Once again congratulations to VKids Trend for winning the Sin Chew Business Excellence Awards 2020 for the Product Excellence Awards!

Can click this **video icon** for more detail of the award ceremony.

**When scroll down to the bottom part, can get "Stay In Touch":**

## Stay In Touch

Our team is here to provide you with more information and answer any questions you may have. Fill in the form and we will be in touch as soon as possible.

Please feel free to send us an email or even give us a call.

✉ [support@vkidstrends.com](mailto:support@vkidstrends.com)

☎ 0106510906



You can enter your information here, our customer service will receive it and revert back to you as soon as possible.

Name

Contact No.

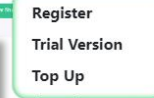
Email

Centre

Message

# How to Register / Login

## VLearningTech Centre Management System



### Register:

Separate to 3 parts – [Register](#) / [Trial Version](#) / [Top Up](#)

### Login:

Kindly take note, this Login button only used by **SuperAdmin (VK internal staff)**.  
The rest users unable to login from this part.

*Top Leading*

**CENTRE MANAGEMENT SYSTEM**

in Malaysia



# How to Register / Login

## VLearningTech Centre Management System

### Register

#### New Centre Registration

##### Agent's Details

E-code \*



Distributor Username \*

E-code Duration \*

You may get the **E-code** from VKIDS TREND distributors and paste here for **validate**.

Once validate successful, will show out **distributor username** eg: vkidstrend & **E-code Duration** eg: 12 months / 6 months

As reminder:

**Username:**

would not consist spacing.

**Subdomain:**

have to unique and did not consist any spacing, it is use for URL login purpose.

**Phone / Whatsapp Number:**

have to make it got dash symbol "-".



##### Centre's Details

Username \*



Password \*

Confirm Password \*

Name \*

Subdomain \*



Ssm \*

Establishment Date \*

Language

Currency

Email \*

Phone \*



Whatsapp Number



Fax



# How to Register / Login

## VLearningTech Centre Management System

### Register

If your **e-shop bank information is same** with your invoice bank information, then **just tick** here will do. If **different**, you can fill the bank information once you successful register (in feature of "Branch Information").

Centre's Address Information

Address 2 \*  
Enter Address 2

City \*  
Select City

Country \*  
Enter Country Name

Enter Postal Code

Centre's Banking Information

Payable Name \*  
Enter Payable Name

Bank Name \*  
Please select

Account No. \*  
Enter Account No. ✓

Same Banking Information For E-shop?

Centre's Principal Information

Name \*  
Enter Name

Identity Card \*  
Enter Identity Card (ex: 000101-08-5678)

Email \*  
Enter Email

Phone \*  
Enter Phone (ex: 011-23456789) ✓

Submit

As reminder:  
**Account No.:**  
would not consist spacing.  
**Phone:**  
have to make it got dash symbol "-".



Once done fill all the information, click "**Submit**" and system will let all users download the info in **PDF** as record.



# How to Register / Login

## VLearningTech Centre Management System

### Sample of Registration

### New Centre Registration

#### Agent's Details

E-code \*  
VK1  Revalidate 

Distributor Username \*  
vkidstrend

E-code  
12

#### Centre's Details

Username \*  
testing123


Password \*  
.....


Confirm Password \*  
.....

Name \*  
Testing 123

Subdomain \*  
testing123


Ssm \*  
12345678

Establishment Date \*  
01/01/2024 

Currency  
Malaysian Ringgit (MYR) 

Phone \*  
012-3456789

Fax  
Enter Fax Number

Language  
Chinese 

Email \*  
vkidstrends@gmail.com

Whatsapp Number  
012-3456789

If you just need this ID for business demo purpose, all the info you just fill in for your own detail, for the subdomain you may put as: **demo[username of VO]**.

For SSM, you just put as **12345678** will do.

# How to Register / Login

## VLearningTech Centre Management System

### Sample of Registration

Centre's Address Information

Address 1 *	Address 2 *
-	-
State *	City *
Selangor	Puchong
Postal Code *	Country *
47120	Malaysia

Centre's Banking Information

Payable Name *	Bank Name *
Testing123	Public Bank
Account No. *	
12345678	

Centre's Principal Information

Name *	Identity Card *
Testing123	101010-10-1010
Email *	Phone *
vkidstrendsb@gmail.com	012-3456789

Submit

If you just need this ID for business demo purpose, for address part you can just put a dash symbol (-) when register.

# How to Register / Login

## VLearningTech Centre Management System

### Sample of Registration

VLEARNING  
TECH

Home Features Award

Register Login

Congratulations!

Testing 123 activated successfully!

Do you want to print your details?

Yes No

Once successful register, will pop out this and you may click "Yes" to download the **info PDF** as record.

# How to Register / Login

## VLearningTech Centre Management System

### PDF that downloaded be like:

#### New Centre Registration

Name	Testing 123
Subdomain	testing123
Establishment Date	01 Jan 2024
SSM	12345678
Language	Chinese
Currency	Malaysian Ringgit (MYR)
Email	vkidstrends@gmail.com
Phone	012-3456789
Whatsapp Number	012-3456789
Fax	-
Address 1	-
Address 2	-
Postal Code	47120
City	Puchong
State	Selangor
Country	Malaysia
Bank Payable Name	Testing123
Bank Name	Public Bank
Bank Account No.	12345678

#### New Centre Admin Account

Name	Testing123
Username	testing123
Identity Card	101010-10-1010
Email	vkidstrends@gmail.com
Phone	012-3456789

As reminder, all the subdomain would not consist any **spacing / upper case**.

Example:

**vkidstrend**  
**vschoolsmartcentre**  
**pusattuisyenabc**



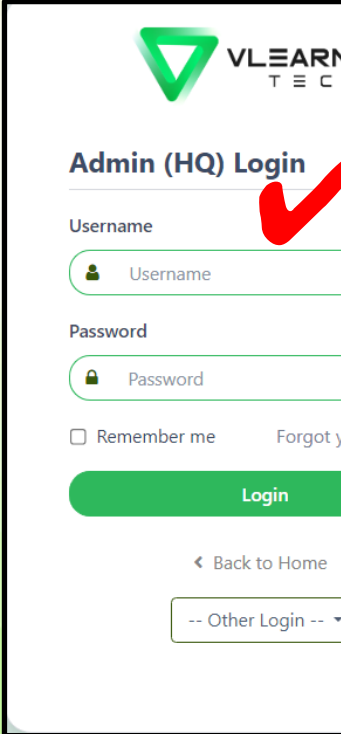
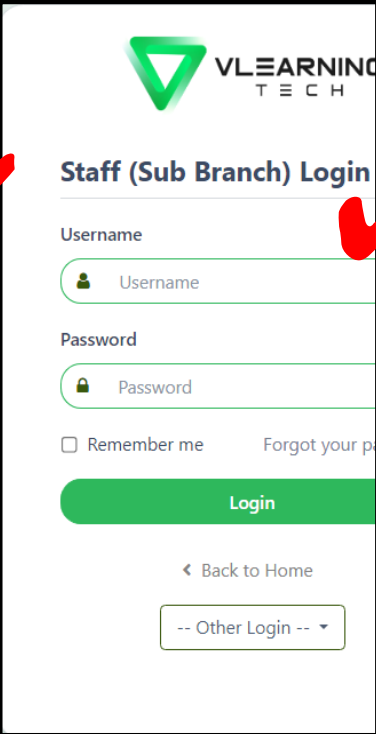
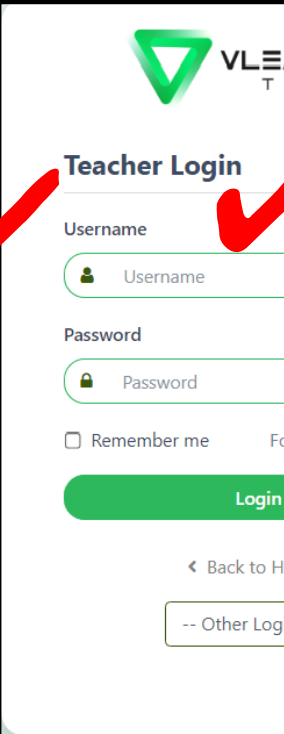
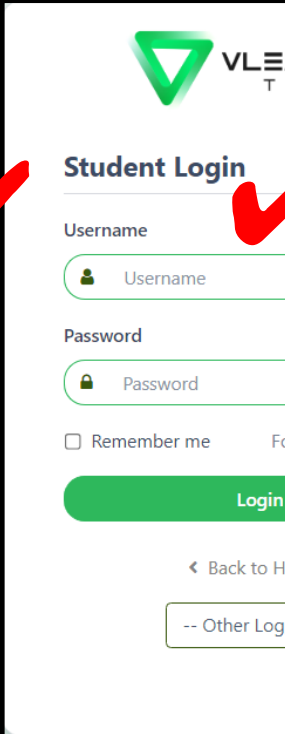
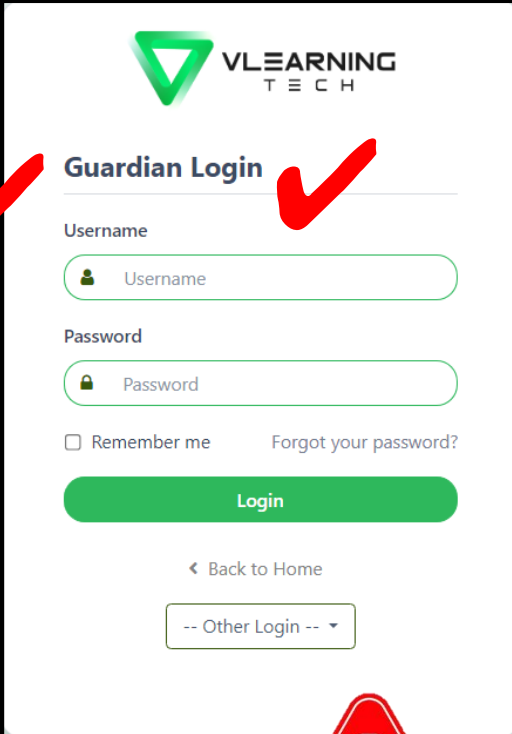
#### User Login URL

[https://\[subdomain\].vlearningtech.com/admin/login](https://[subdomain].vlearningtech.com/admin/login) = admin login  
[https://\[subdomain\].vlearningtech.com/staff/login](https://[subdomain].vlearningtech.com/staff/login) = branch login  
[https://\[subdomain\].vlearningtech.com/teacher/login](https://[subdomain].vlearningtech.com/teacher/login) = teacher login  
[https://\[subdomain\].vlearningtech.com/student/login](https://[subdomain].vlearningtech.com/student/login) = student login  
[https://\[subdomain\].vlearningtech.com/guardian/login](https://[subdomain].vlearningtech.com/guardian/login) = parent login

This is for all users reference (**New Centre / Trial Account**).

When you do the registration, the **subdomain** will be your **unique URL** for your login. You may use this URL for all login – **admin/branch/teacher/student/parent**  
**Meanwhile, your centre website will be - [http://\[subdomain\].vlearningtech.com](http://[subdomain].vlearningtech.com)**

**Each URL accessible will display like below:**

 <p><b>Admin (HQ) Login</b> ✓</p> <p>Username Username</p> <p>Password Password</p> <p><input type="checkbox"/> Remember me   <a href="#">Forgot your password?</a></p> <p><b>Login</b></p> <p><a href="#">← Back to Home</a></p> <p>-- Other Login --</p>	 <p><b>Staff (Sub Branch) Login</b> ✓</p> <p>Username Username</p> <p>Password Password</p> <p><input type="checkbox"/> Remember me   <a href="#">Forgot your password?</a></p> <p><b>Login</b></p> <p><a href="#">← Back to Home</a></p> <p>-- Other Login --</p>	 <p><b>Teacher Login</b> ✓</p> <p>Username Username</p> <p>Password Password</p> <p><input type="checkbox"/> Remember me   <a href="#">Forgot your password?</a></p> <p><b>Login</b></p> <p><a href="#">← Back to Home</a></p> <p>-- Other Login --</p>	 <p><b>Student Login</b> ✓</p> <p>Username Username</p> <p>Password Password</p> <p><input type="checkbox"/> Remember me   <a href="#">Forgot your password?</a></p> <p><b>Login</b></p> <p><a href="#">← Back to Home</a></p> <p>-- Other Login --</p>	 <p><b>Guardian Login</b> ✓</p> <p>Username Username</p> <p>Password Password</p> <p><input type="checkbox"/> Remember me   <a href="#">Forgot your password?</a></p> <p><b>Login</b></p> <p><a href="#">← Back to Home</a></p> <p>-- Other Login --</p>
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If the login board would not shown as [Admin (HQ) Login / Staff (Sub Branch) Login / Teacher Login / Student Login / Guardian Login], which means the login URL is incorrect.



## VLearningTech Centre Management System

### Trial Version Registration:

**Trial account** just valid for 5 days. After the validation time period, all the info will **auto delete from VLT**, and the **subdomain** will can be use by others users.

If you want to **make the trial account as official account**, you may use the **e-code** to do register once again under button of **“Register”** with **same subdomain** (if the same time the subdomain did not use by other users).

If the trial account **still under the validation time period**, you want to **change it as official account**, you may **ask assistance from CS**, they will help to make the account be an official account, Then only you may proceed **top up the same subdomain account** will do.

#### Trial Version Registration

**Agent's Details**

Distributor Username \*

 ✓

Distributor Full Name \*

---

**Centre's Details**

Username \*

 ✓

Password \*

Confirm Password \*

Name \*

Subdomain \*

 ✓

Phone \*

 ✓

---

**Centre's Address Information**

Address 1 \*

 ✓

Address 2 \*

 ✓

State \*

City \*

Postal Code \*

Country \*

You may keyin the **username** of VKIDS TREND distributors and click for **validate**.

Once validate successful, will show out **distributor full name** eg: **Vkids Trend**

As reminder:

**Username:**

would not consist spacing.

**Subdomain:**

have to unique and did not consist any spacing or upper case, it is use for URL login purpose.

**Phone:**

have to make it got dash symbol “-”.

For address part you can just put a **dash symbol (-)** when register trial account if you did not have any centre.

Once done fill all the information, click **“Submit”** and system will let all users download the info in **PDF** as record.

# How to Login and Use VLearningTech Centre Management System

## Sample of Trial Account Registration

Trial Version Registration

Agent's Details

Distributor Username \*   Distributor Full Name \*

---

Centre's Details

Username \*  Password \*

Confirm Password \*  Name \*

Subdomain \*  Phone \*

---

Centre's Address Information

Address 1 \*  Address 2 \*

State \*  City \*

Postal Code \*  Country \*

If you just need this ID trial purpose, for address part you can just put a **dash symbol (-)** when register.



# How to Login and Use VLearningTech Centre Management System

## PDF that downloaded be like:

Trial Version Registration (expired at: 20 Jan 2024)

Name	Testing456
Subdomain	testing456
Phone	012-3456789
Address 1	-
Address 2	-
Postal Code	47120
City	Puchong
State	Selangor
Country	Malaysia

All the trial account registration PDF will mention the **validation of the trial account.**

This is for all users reference  
(**New Centre / Trial Account**).

When you do the registration, the **subdomain** will be your **unique URL** for your login.

You may use this URL for all trial login – **admin/branch/teacher/student/parent**  
Meanwhile, your centre trial account website will be:

**http://[subdomain].vlearningtech.com**

Trial Admin Account

Username	testing456
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As reminder, all the subdomain would not consist any **spacing / upper case.**

Example:

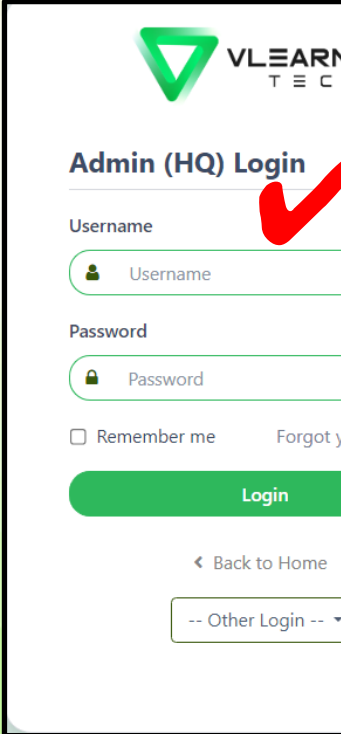
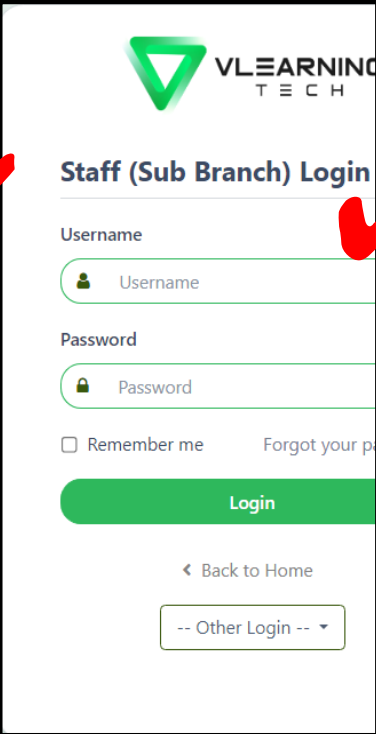
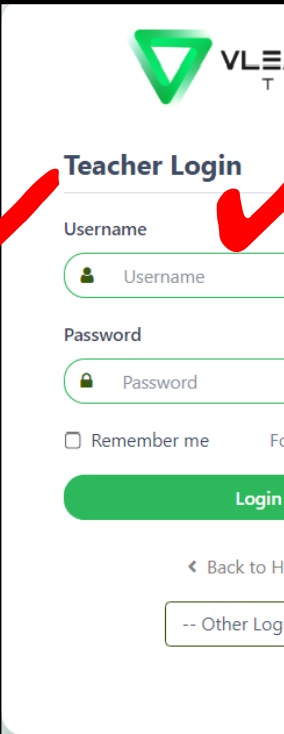
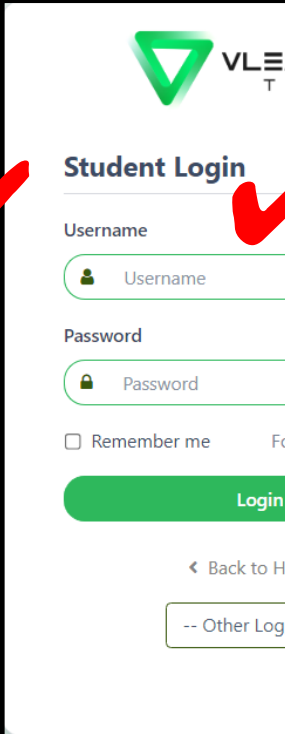
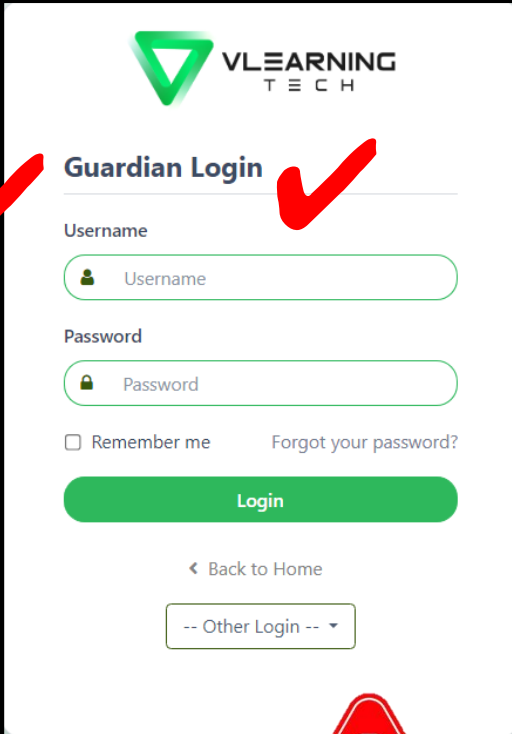
**vkidstrend**  
**vschoolsmartcentre**  
**pusattuisyenabc**



User Login URL

https://[subdomain].vlearningtech.com/admin/login = admin login  
https://[subdomain].vlearningtech.com/staff/login = branch login  
https://[subdomain].vlearningtech.com/teacher/login = teacher login  
https://[subdomain].vlearningtech.com/student/login = student login  
https://[subdomain].vlearningtech.com/guardian/login = parent login

**Each URL accessible will display like below:**

 <p><b>Admin (HQ) Login</b> ✓</p> <p>Username Username</p> <p>Password Password</p> <p><input type="checkbox"/> Remember me    <a href="#">Forgot your password?</a></p> <p><b>Login</b></p> <p><a href="#">← Back to Home</a></p> <p>-- Other Login --</p>	 <p><b>Staff (Sub Branch) Login</b> ✓</p> <p>Username Username</p> <p>Password Password</p> <p><input type="checkbox"/> Remember me    <a href="#">Forgot your password?</a></p> <p><b>Login</b></p> <p><a href="#">← Back to Home</a></p> <p>-- Other Login --</p>	 <p><b>Teacher Login</b> ✓</p> <p>Username Username</p> <p>Password Password</p> <p><input type="checkbox"/> Remember me    <a href="#">Forgot your password?</a></p> <p><b>Login</b></p> <p><a href="#">← Back to Home</a></p> <p>-- Other Login --</p>	 <p><b>Student Login</b> ✓</p> <p>Username Username</p> <p>Password Password</p> <p><input type="checkbox"/> Remember me    <a href="#">Forgot your password?</a></p> <p><b>Login</b></p> <p><a href="#">← Back to Home</a></p> <p>-- Other Login --</p>	 <p><b>Guardian Login</b> ✓</p> <p>Username Username</p> <p>Password Password</p> <p><input type="checkbox"/> Remember me    <a href="#">Forgot your password?</a></p> <p><b>Login</b></p> <p><a href="#">← Back to Home</a></p> <p>-- Other Login --</p>
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If the login board would not shown as [Admin (HQ) Login / Staff (Sub Branch) Login / Teacher Login / Student Login / Guardian Login], which means the login URL is incorrect.



# How to Login and Use VLearningTech Centre Management System

## Top Up Account:

### Top Up Code

Subdomain \*

Enter Sub Domain Name ✓

Centre Name \*

E-code \*

Enter E-code ✓

Validate

Distributor Username \*

E-code Duration \*

months

Submit

When you **keyin the subdomain** eg: vkidstrend,  
the **Centre Name** will show out automatically.

*If did not show out, please check with CS for further assistance.*

Once confirm all the information,  
click "**Submit**" and top up process  
will be successful.

You may get the **E-code** from VKIDS TREND distributors and paste here for **validate**.

Once validate successful, will show out **distributor username** eg: vkidstrend & **E-code Duration** eg: 12 months / 6 months



# Attention to VKids Trend Distributor

ORDER ECOCODES

* PARENT NAME	* PARENT IC
<input type="text"/>	<input type="text"/>
* PARENT CONTACT NUMBER	* STUDENT NAME
<input type="text"/>	<input type="text"/>
TOTAL AMOUNT	
<input type="text" value="RM 388.00"/>	

When you want to submit an E-Code order in V-Office, the info you may put as below:

### Sell to Centre

Parent Name: Tuisyen name

Parent IC Number: Owner IC

Parent Contact Number: Owner contact

Student Full Name: Owner name

### Own use

Parent Name: (fill member name)

Parent IC Number: (fill member IC)

Parent Contact Number: (fill member contact)

Student Full Name: (write member Centre name)

### Business demo

Parent Name: (fill member name)

Parent IC Number: (fill member IC)

Parent Contact Number: (fill member contact)

Student Full Name: VKids own format