



## Education at Your Fingertips

Welcome to PCCA's complete online video resource for your training, equipment demonstration and continuing education needs.



800.331.2498 | pccarx.com



The VOD site is customized for each member of your staff. Forgot where you left off on a video? No problem. Start playback through the Recently Viewed tab and pick right back up from your previous view. Need information on a particular subject? We've got that covered too. Enter keyword search terms within Webinar videos and navigate to that moment. These and many more features comprise the Rich Media experience, including: Presentation Handouts, Resources, Audio Downloads, Links and email PCCA directly while viewing your video.

### QUICK SETUP GUIDE

1. Login to the Members-Only Website.
2. Click the "Videos" icon.
3. Click "Login."
4. And enjoy the Video on Demand website!

Now that you've registered, you can be anywhere, with any computer and login to your VOD site by going directly to <http://vod.pccarx.com>  
*A digital certificate is not needed for this site.*

Retrieve your unique Username and Password to the VOD site by emailing [WebSupport2@pccarx.com](mailto:WebSupport2@pccarx.com)

### TO PURCHASE WEBINARS

1. Login to the Members-Only Website.
2. Under "Products" choose "Video on Demand."
3. Find the Webinar of your choice and follow the purchasing process online.

*Please note: You must have the latest [Microsoft Silverlight](#) installed on your PC or Mac. Mobile delivery of our VOD site is coming soon!*

# Educating yourselves and your staff couldn't be easier.

## PCCA VOD WEBSITE OVERVIEW

When you login to the PCCA VOD website, you first will notice five different panels. Let's review each one:

### Videos

This panel shows you all of the videos available for you to watch. Click on the name of the video you would like to view. *Note: If there is a plus sign (+) next to the name, you will need to click the symbol to see all of the contents for that category.* As soon as you click the name of a video, the Now Viewing section changes to show the information about your chosen video. While in the Now Viewing section, click the blue play button.

The screenshot shows the PCCA VOD website interface. At the top left is the PCCA logo. A search bar is located in the top right corner. The main content area is divided into several panels: 'Videos' on the left, 'Now Viewing' in the center, and 'Links' on the right. Below the 'Videos' panel is a 'Most Popular Viewed' section. At the bottom right, there is a 'Recently Viewed' section. Callouts with numbered circles point to these various panels and the search bar.

### Most Popular

The Most Popular panel is a collection of the most popular videos members have viewed.

### Now Viewing

The panel in the center of the screen, titled "Now Viewing," will have a welcome message when you first login. This panel also will be your home for getting more information on the videos you choose to watch. To view your videos, you will need to look at the Videos panel located in the upper left-hand side of the screen.

### Search/Advanced Search

One other feature of the VoD website is the search bar in the top right corner of the screen. If you are having trouble finding a video, type in what you are looking for here.

### Links

On the right-hand side of the screen, there is a Links panel full of different websites to help you keep up with the latest in compounding. There is also a Help link you can click to e-mail us with any problems you might be experiencing.

### Recently Viewed

The Recently Viewed panel is a quick reference for you to see the latest videos you have watched.

### Log Out

When you are finished viewing the VOD website, scroll down to the bottom of the site and click Log Out.

## WATCHING A VIDEO

Your browser will open a new window to display your video and its attached media.

- 1 Here you can decide whether the slides or the video has priority by hitting the Swap Video & Slide button.
- 2 You also can click the Zoom Video or Zoom Slide button to view the media in a larger screen.
- 3 By clicking the Thumbnails button, you can view each of the slides in the presentation. When you choose a slide, it automatically will take you to the part of the presentation where the slide is discussed.
- 4 Topics button allows you to choose a bookmark and jump to a specific chapter of the video to watch.

In the bottom right of the window you have additional buttons:

- 5 Info button gives you a brief description of the video.
- 6 Resources button is where you will find any available attachments to download and links related to the presentation.
- 7 E-mail button provides a quick link for you to send any related or technical questions you might have.

The screenshot shows a video player interface. At the top, it says "Great Teams Begin with Great Hires" and "Kahlna Keys, MBA". The PCCA logo is in the top right. The main video area shows a woman presenting. On the right side, there is a "Job Descriptions" panel with the following text:

- Purpose
  - The job description communicates the overview of the position, the essential responsibilities and the qualifications.
- Pluses
  - Provides concrete information for all in reference to responsibilities not expectations, shows details and information in order to reduce the "I didn't know syndrome" and can reduce turnover

At the bottom of the video player, there are control buttons and a progress bar showing "00:02:58 of 01:10:38".