# SCRR

# USER MANUAL

# Table of Contents

# 1. Registration:

## 1.1 How to register

Follow link: https://www.90days.thescrmconsortium.com/SCRR/ReadinessRegister

Fill out the submission form and press the 'Register' button at the top of the page



Wait for a message at the bottom to confirm that registration is successful. This will be followed by an email from *support@thescrmconsortium.com* with the title: *Supply Chain Management Readiness Assessment Registration*
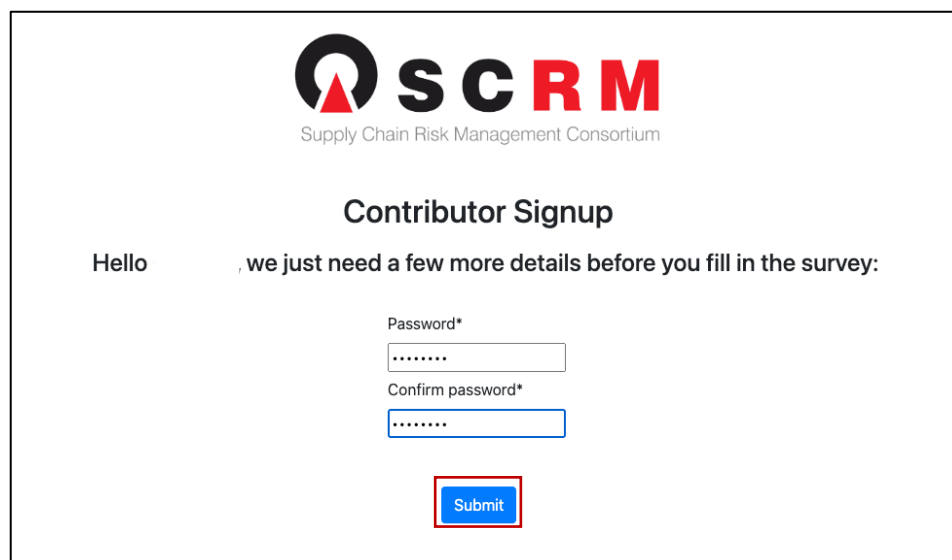
If you receive an error, please contact *support@thescrmconsortium.com*

## 1.2 Registration email

On the Email received, Click on "Proceed"
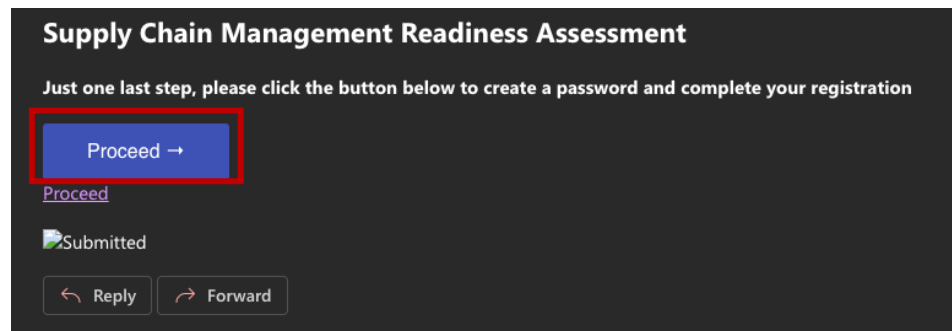


Create Password and press 'Submit'



If registration is successful, but you did not receive an email, make sure to check spam for an email from *support@thescrmconsortium.com*

## 1.3 Can't find the registration email?
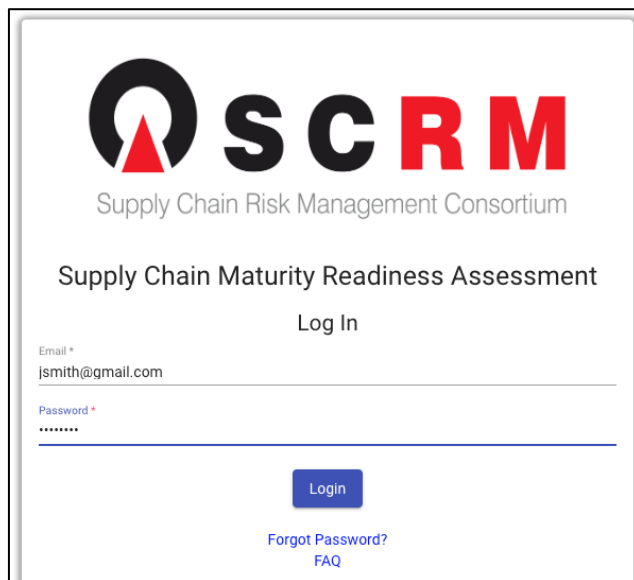
Please contact *support@thescrmconsortium.com*
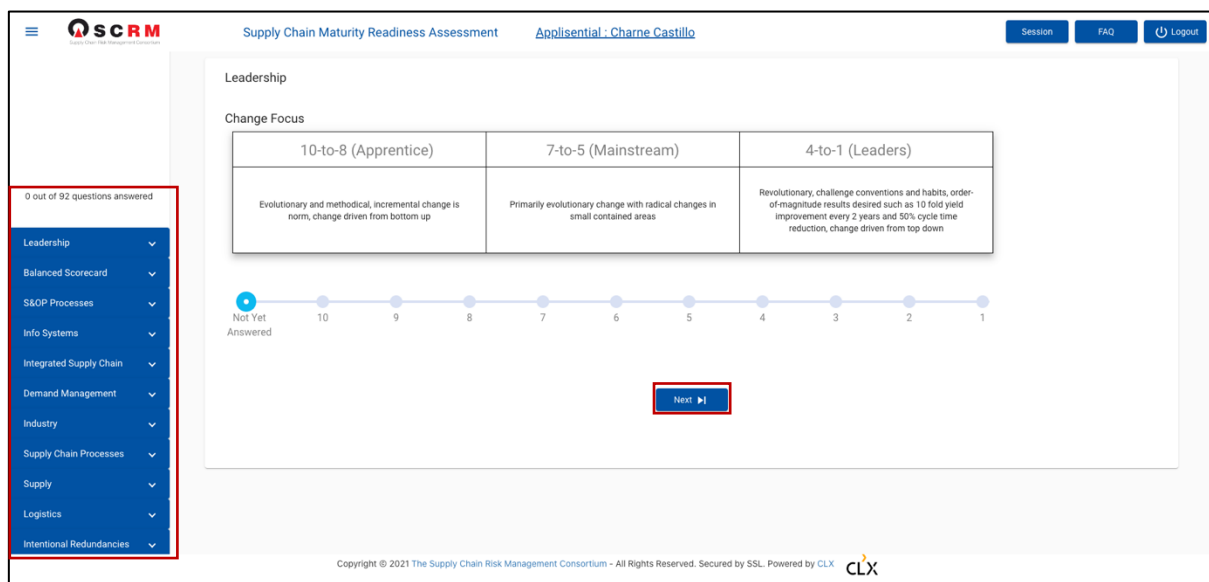
## 2. Access:

### 2.1 Once registered, proceed to login

On successful registration, you will be redirect. For convenience, this link redirects to the login page as well: Click link

Enter Log In details and press 'Login'.



Start the Assessment by selecting a score from 10 to 1, you will be redirected to the following question. Click on 'Next' to move to the next question. Navigate between the different question categories on the left.
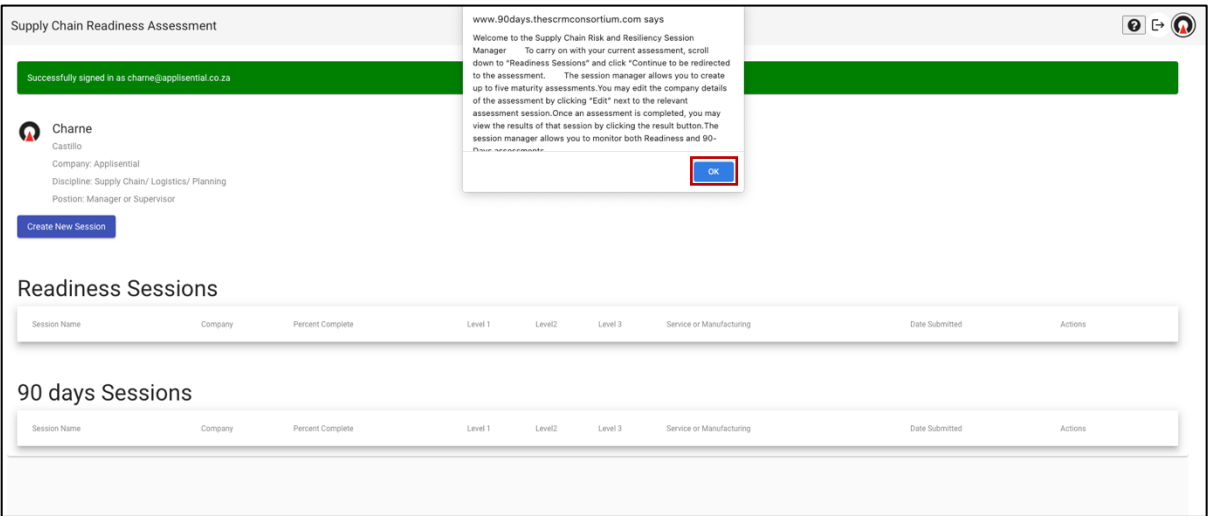
## 2.2 Returning to the assessment

Visit session manager by following this link:



[https://www.90days.thescrmconsortium.com/SCRR/SessionManager](https://www.90days.thescrmconsortium.com/SCRR/SessionManager). Press 'OK'

Find the assessment you want to continue in the table under the "Readiness Assessment" heading. Click Continue and you will be redirected to the assessment.
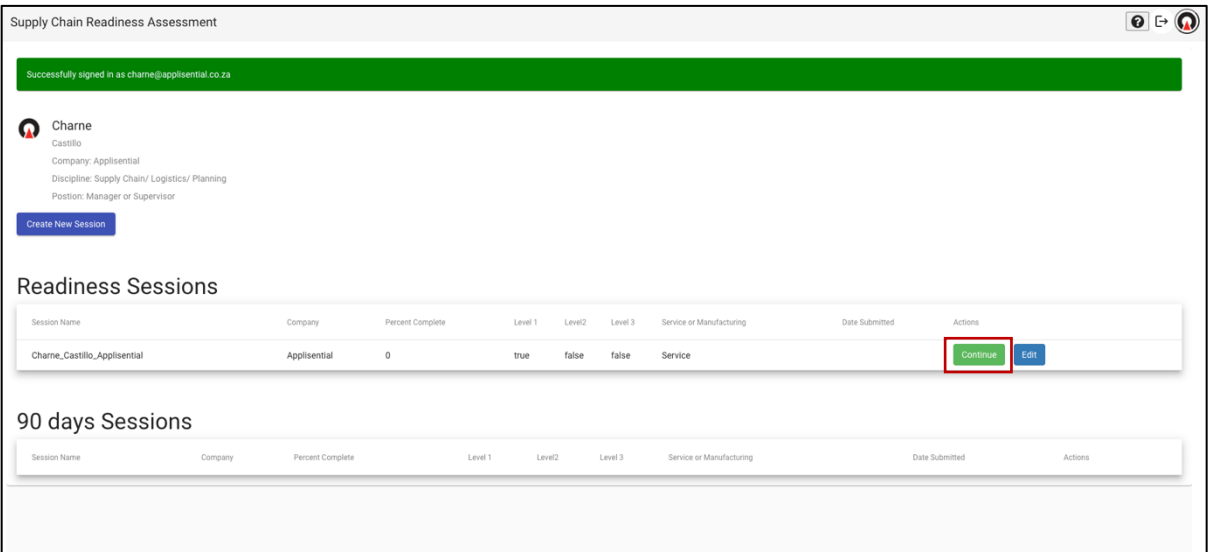
## 2.3 Assessment Progress

The progress of your assessment is visible in the Session Manager next to the relevant assessment under the Percent Completion heading.



When returning to the assessment, open the navigation menu (Hamburger symbol) at the top left. Once the menu is opened, you will see your progress at the top. The assessment is composed of 13 tenets. Once a section is completed, it will appear with yellow text and a tick mark. Each section can be opened and the specific question can be navigated to by clicking the relevant question number.

Once all the questions have been answered. A "Submit Answers" button will appear at the bottom, next to the "Next" and "Previous" buttons.



## 2.3 Submitting the assessment

Once the "Submit Answers" button has been clicked, you will be prompted to confirm if you would like to submit. Once yes is pressed, you will be redirected to the results of the assessment.



# 3. Assessment sessions:
## 3.1 What is a session?

An instance of the readiness assessment, each instance is an independent attempt at the assessment. **Important: As a standard feature, you are allowed 5 session, however, as a part of a paid project, please contact _gregschlegel@thescrmconsortium.com_ once registration is complete and unlimited attempts will be unlocked.**

## 3.2 How to create a new session?

Press the "Create New Session" button in the Session Manager. Fill out the relevant form and submit. A successful submission will redirect you to the assessment

## 3.3 How to edit session information?

Press the edit button next to the relevant session. Edit the respective session information and submit



## 4. Results:

## 4.1 How to see my results?

Go to the Session Manager, go to a session where the progress is 100% and the assessment has been submitted. The Results button will appear and you will be redirected to the results page.

## 4.2 How do I see my responses?

On the results page, there is a "Extract Raw Data" button. Once you press the button, be patient and a report will be downloaded. Due to network issues, an error could appear, in this case click the button again a few more times and it should download. If the error persists, contact gregschlegel@thescrmconsortium.com.
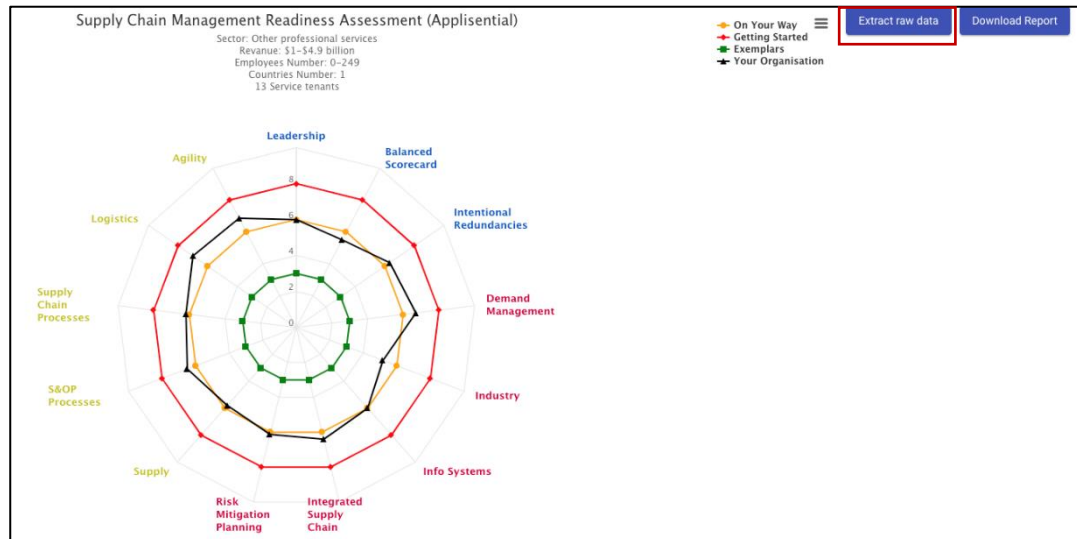


## 4.3 What does it all mean?

Press "Download Report" to receive an explanation of the assessment. Once you press the button, be patient and a report will be downloaded. Due to network issues, an error could appear, in this case click the button again a few more times and it should download. If the error persists, contact gregschlegel@thescrmconsortium.com.
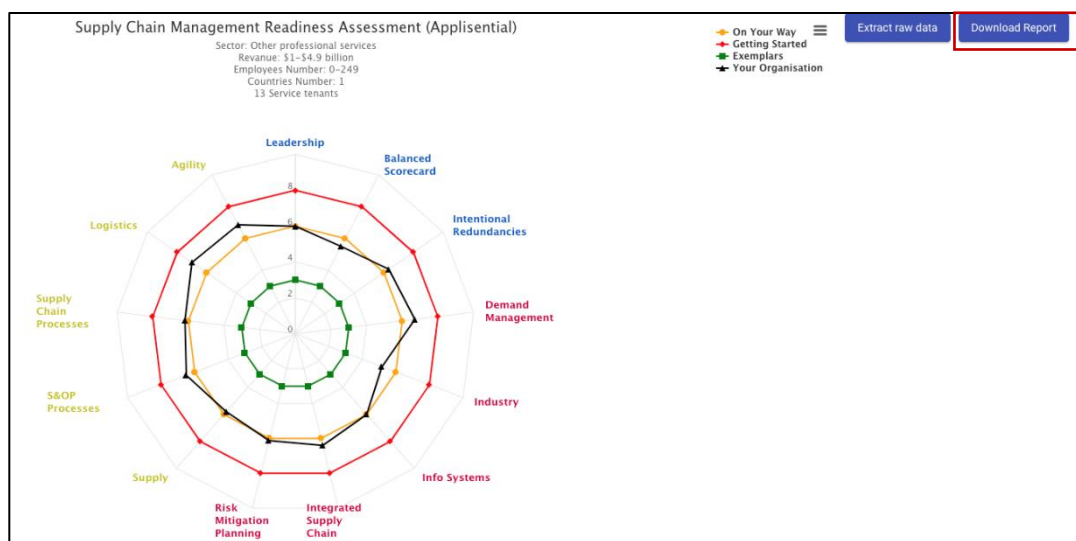
## 4.4 How to I print my result?

Right click on the page and select print. You have the option to print the results or save it as a pdf