



What is the UPK player?

User Productivity Kit (UPK) is an on-demand training tool that provides you the opportunity to learn PeopleSoft at your own pace during a time that's most convenient for you. Presented using an assortment of learning modes, the UPK player is a web-based tool that delivers PeopleSoft training straight to you.

You will typically access the UPK player in one of two ways:

- Via the Knowledge Center, the University of South Carolina's eLearning platform.
- Through a direct link, which can be posted on a website or shared through email.

How To Use the UPK Player	
Step 1.	<p>Access the Knowledge Center or Click the PeopleSoft training link. The UPK Player will open in your browser. Important: In order to access the UPK player, you may need to disable popup blockers. See a list of supported browsers below.</p>
Step 2.	<p>Expand the appropriate Module () in the Outline section located on the left side of the player.</p> <p>Note: The Concept section, located on the right side of the player, provides background information about the highlighted Module, Section, or Topic. If the Topic is highlighted, an Information section will appear that will contain key information used in the simulated process.</p>
Step 3.	<p>Expand the appropriate Section () in the Outline section located on the left side of the player.</p>
Step 4.	<p>Click on a Topic (). The Player mode buttons in the Playback Mode section will become active.</p>



Note:	<p>The following playback modes will become available to you:</p> <ul style="list-style-type: none"><li data-bbox="441 365 1386 558">•  The See It! mode allows you to learn by watching the topic. All of the required activities, such as moving the mouse and entering data, are completed automatically. You can pause, resume, and replay the training at any time.<li data-bbox="441 583 1386 747">•  The Try It! mode is an interactive simulation that requires you to move through the steps yourself. You will be prompted for mouse clicks and/or keystrokes to complete the task.<li data-bbox="441 772 1230 898">•  The Print It! mode allows you to print documentation in the form of a Job Aid.
Step 5.	Click on the appropriate playback mode. The player opens and the topic begins.

UPK Browser Requirements	
Microsoft Internet Explorer	Version 8.0 Version 9.0
Mozilla Firefox	Version 10.0
Apple Safari	Version 5.0 Version 5.1