



# Baker Hughes Learning Platform

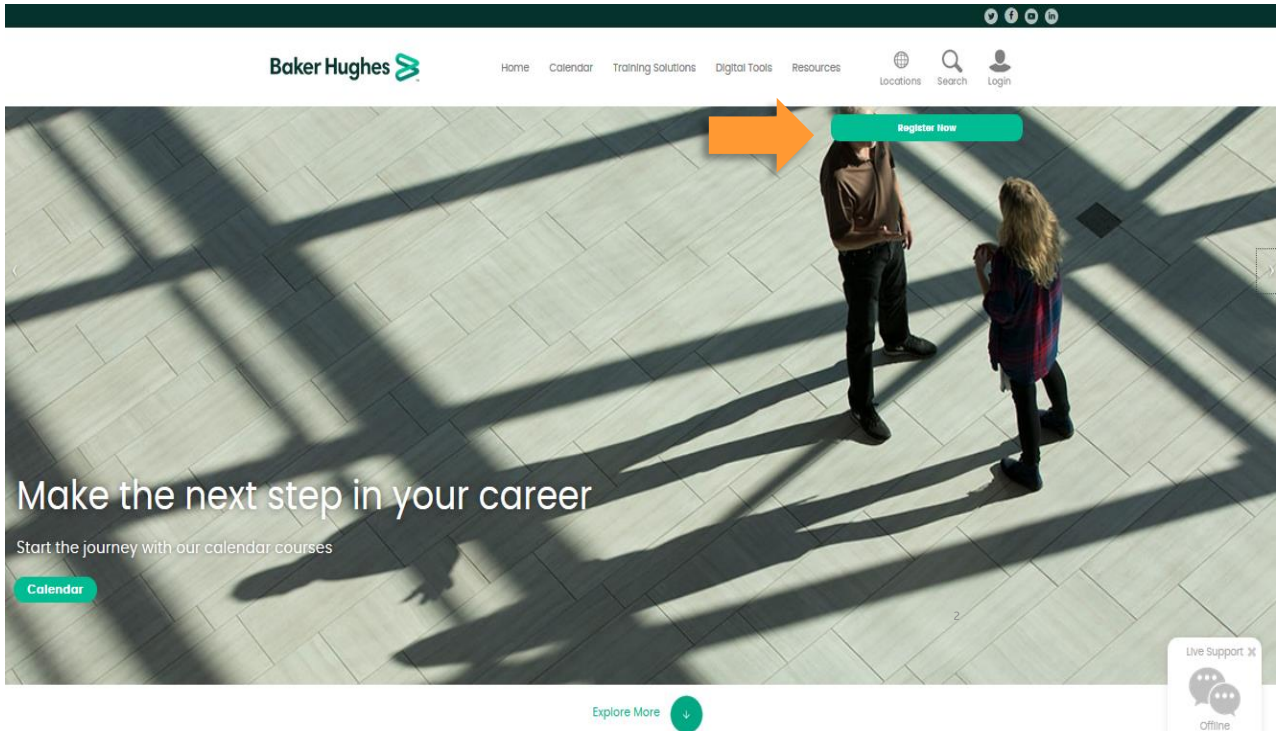
## USER MANUAL

NEW REGISTRATION

# How to create your account

## Step 0 – start registration process

- 1 Go to [www.training.bakerhughes.com](http://www.training.bakerhughes.com)
- 2 Click on Register New User



The screenshot displays the Baker Hughes training website. At the top, the Baker Hughes logo is on the left, and navigation links for Home, Calendar, Training Solutions, Digital Tools, and Resources are in the center. On the right, there are icons for Locations, Search, and Login. A dark green bar at the top right contains social media icons for YouTube, Facebook, and LinkedIn. The main content area features a large image of two people standing on a tiled floor with long shadows cast across it. An orange arrow points to a teal 'Register Now' button in the top right corner of the image. Below the image, the text 'Make the next step in your career' is displayed, followed by 'Start the journey with our calendar courses'. A teal 'Calendar' button is on the left, and a teal 'Explore More' button with a downward arrow is at the bottom center. In the bottom right corner, there is a 'Live Support' chat window showing 'Offline' status.

# How to create your account

## Step 1 – User Information

- 3 Select *Customer*
- 4 Fill out all mandatory fields (marked with a \*)
- 5 Click on *Next*

1 Step 1: User Information   2 Step 2: Company Information   3 Step 3: Verify

\*Group

Customer  Baker Hughes Employee

\*First Name:

\*Last Name:

\*Email:

\*Verify Email Address:

Username:



Use only Corporate email address

Next >>

# How to create your account

## Step 2 – Company Information

6 Fill out all mandatory fields (marked with a \*)

7 After having checked all the information, click Next

1 Step 1: User Information    2 Step 2: Company Information    3 Step 3: Verify

\*Job Title: **6**

**Business Unit / Department Name:**

 ⓘ

\*Site / Plant Name:

 ⓘ

\*Company Name:

Training Coordinator:

 ⓘ

\*Country: <sup>4</sup>

 ▼

**Zip / Postal Code:**

State / Region / Province:

\*City:

\*Telephone Number:

\*Will you need to enroll other users?

 ▼

<< Previous    Next >>    **7**

# How to create your account

## Step 3 – Verify

- 8 Check the information inserted during the registration process
- 9 Click *No*, to go back and re-edit your data or **Yes** to continue

### User Information

8

**Group:** Customer

**First Name:** Joe

**Last Name:** Doe

**Email:** joedoe@company.com

**Username:** joedoe@company.com

### Company Information

**Job Title:** Rotating Equipment engineer

**Business Unit / Department Name:** Refinery xxx

**Site / Plant Name:** Oil Company site

**Training Coordinator:** Mr. Marc Doe

**Company Name:** Oil 6 gas company

**Country:** Argentina

**Zip / Postal Code:** 1111

**State / Region / Province:** N/A

**City:** Buenos aires

**Telephone Number:** 111111222333

**Will you need to enroll other users?** No

- Keep me informed of news and promotions for Baker Hughes Customer Training
- I acknowledge that I am 18 years of age or older
- I agree with the privacy policy for Baker Hughes Customer Training - [Privacy Policy](#)



Is the above information correct?

9

Yes No

# How to create your account

## Step 4 – Registration approved

- 10 Check your inbox for confirmation email from [customer.training@bakerhughes.com](mailto:customer.training@bakerhughes.com) (if you didn't find it, check your SPAM folder)
- 11 Go back to the homepage ([www.training.bakerhughes.com](http://www.training.bakerhughes.com)) and log in with the Credentials just received to access our Learning Platform



Dear John,  
Your Baker Hughes Training registration request has been approved.

Please use your account information listed below to log into  
Username: john.doe@company.com



Password: Password123#

10

Please note that this is a temporary password, and you will be required to select a new one the first time that you log into the site.

Sincerely,

Baker Hughes Training Team

Registration Successful!

For further assistance contact us at: [customer.training@bakerhughes.com](mailto:customer.training@bakerhughes.com)



For further assistance contact us at:  
[Customer.training@bakerhughes.com](mailto:Customer.training@bakerhughes.com)



# **Baker Hughes Learning Platform**

## **USER MANUAL**

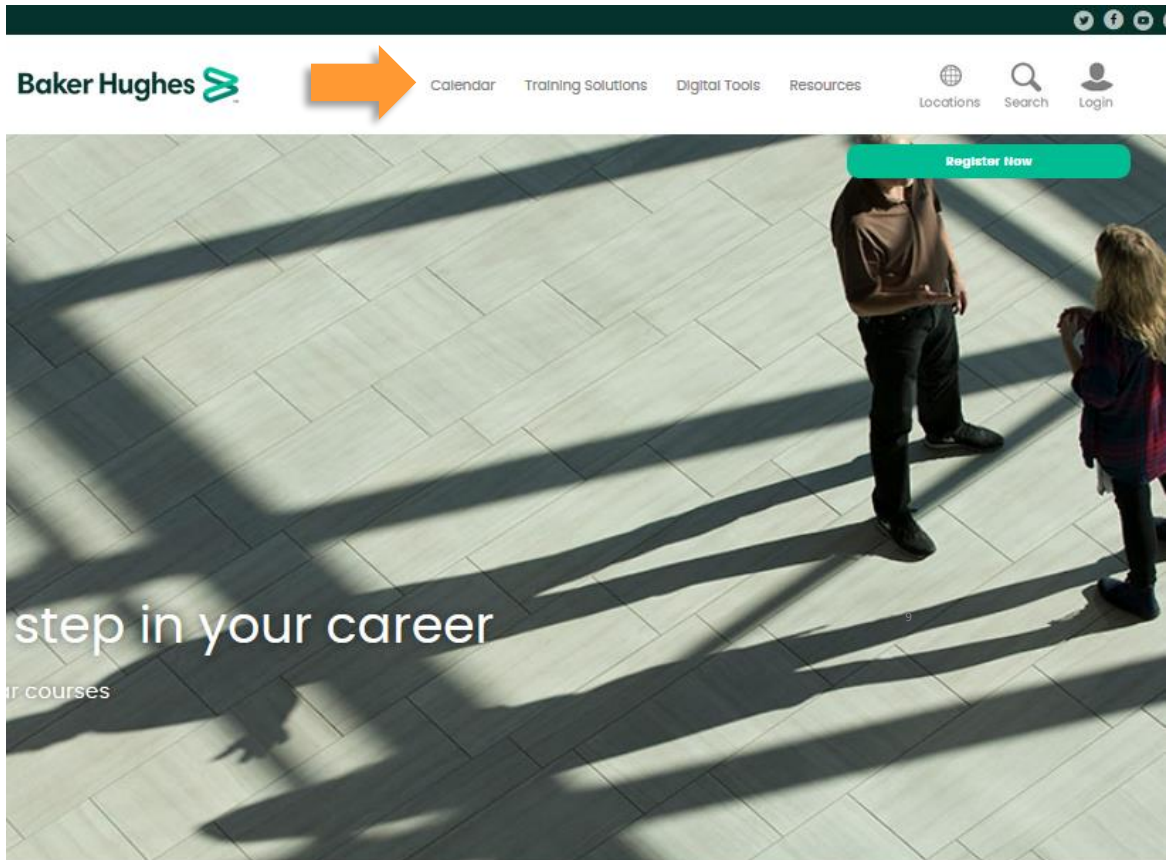
### COURSE ENROLMENT



# Public Courses Enrolment

Step 1 – Select your preferred public course

- 1 Go to [www.training.bakerhughes.com](http://www.training.bakerhughes.com)
- 2 Click on *Calendar*



Explore More 

# Public Courses Enrolment

## Step 1 – Select your preferred public course

- 3 Select your *area of interest* or *class/location*
- 4 Scroll down the options
- 5 Click on the course you like and *LEARN MORE* about it

**Calendar** [Register Now](#)

Calendar courses allow different organizations to take advantage of a timetable with general training courses, focused on rotating equipment expertise and combined with with no minimum participation requirements from each company.

Select an area of interest.. [Clear All Selections](#)

Processes Foundations **Equipment** Controls & Monitoring Soft Skills Masters

**Equipment Classes**

Select a Class  Select a Location

- Centrifugal Compressor Major Inspection**  
Get this hands-on experience to have a solid knowledge on mechanical topics to ensure consistent and trouble-free operation for Baker Hughes centrifugal compressors [ENROLL NOW](#) [LEARN MORE](#)
- Centrifugal Compressor supported by Virtual Reality**  
Get this learning experience with the operation and maintenance philosophy for Baker Hughes designed Centrifugal Compressor. [ENROLL NOW](#) [LEARN MORE](#)
- Heavy Duty Gas Turbine supported by Virtual Reality**  
Get this learning experience with the operation and maintenance philosophy for Baker Hughes designed Heavy Duty Gas Turbine. [ENROLL NOW](#) [LEARN MORE](#)
- Reciprocating Compressor**  
Get this learning experience with the most widespread reciprocating compressor models and operation and maintenance philosophy for Baker Hughes designed compressors. [ENROLL NOW](#) [LEARN MORE](#)
- Steam Turbine supported by Virtual Reality**  
Get this learning experience with the most widespread steam turbine models and operation and maintenance philosophy for Baker Hughes designed turbines. [ENROLL NOW](#) [LEARN MORE](#)

# Public Courses Enrolment

## Step 1 – Select your preferred public course

- 6 Read all details, click on **COURSE DATES** to check if the scheduled course fits your agenda
- 7 Click on **ENROLL NOW**  
Set up your calendar reminder if you like



### Heavy Duty Gas Turbine supported by Virtual Reality

Get this learning experience with the operation and maintenance philosophy for Baker Hughes designed Heavy Duty Gas Turbine.

[ENROLL NOW](#)[SHOW LESS](#)

Classroom Course



5 Days



Seats still available for some dates

#### Course Content

1. Gas turbine General Overview
2. Operating principles
3. Gas turbines components description and in-depth exploration with Virtual Reality
4. Description of the Auxiliary systems
5. Operation and control
6. Maintenance
7. How to source information in the unit service manual
8. Virtual maintenance procedure

#### Learning Outcomes

The course will provide the students with an advanced understanding of Heavy Duty Gas Turbine (HDGT) components and maintenance procedures.

It will also include an overview on operating principles, together with a complete description of auxiliary systems, operation and control.

#### Full program

Note: If you like to have more details log in or join our Learning Platform now.

6

[COURSE DATES](#)

### Heavy Duty Gas Turbine supported by Virtual Reality

Classroom Course 5 Days

Seats are still available for the following dates:

	<b>September 28, 2020</b> €3,500.00 Florence, IT	7	<a href="#">ENROLL NOW</a>	<a href="#">OUTLOOK REMINDER</a>
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[CLOSE](#)

# Public Courses Enrolment

## Step 1 – Enroll for public courses

- 8 Log in using your credentials:  
Username - Corporate email address  
Password - Instructions at page 6

[Register Now](#)

## Ready to Enroll?

You will need to log into the site in order to enroll in our courses. Don't have an account? Click the "Register New User" button to sign up for free!

[Baker Hughes Single Sign On](#)

[Forgot Password?](#)


[Contact Support](#)

# Public Courses Enrolment

## Step 2 – Checkout & Shopping cart

9 Review course details, *Add To Shopping Cart*

10 If correct click on *Checkout Now*

**Baker Hughes** 

Search Courses...

[Home](#) [My Profile](#) [Calendar](#) [Help & Support](#) [Admin](#) [Logout](#)

Marco Marco Baker Hughes

### Course Enrollment

**🎓 Heavy Duty Gas Turbine supported by Virtual Reality – Sep 28, 2020**  
Date: September 28,29,30 (2020), October 01,02 (2020)

**Course Content**


1. Gas turbine General Overview
2. Operating principles
3. Gas turbines components description and in- depth exploration with Virtual Reality
4. Description of the Auxiliary systems
5. Operation and control
6. Maintenance
7. How to source information in the unit service manual.

**Learning Outcomes**  
The course will provide the students with an advanced understanding of the operation and maintenance philosophy for the Heavy Duty Gas Turbines.

Course Cost: **€3,500.00**

9

### Shopping Cart

Type	Course	Dates	Price	Action
	Heavy Duty Gas Turbine supported by Virtual Reality – Sep 28,2020	Sep 28 - Oct 2, 2020	€3,500.00	<input type="button" value="✖"/>
			<b>Total:</b>	
			€3,500.00	

10

# Public Courses Enrolment

## Step 2 – Checkout & Shopping cart

11

Read **BH Terms and Conditions** carefully  
If you agree, click on **I Accept**

### Terms and Conditions



#### GENERAL TERMS AND CONDITIONS FOR TRAINING

NOTICE: Delivery by Training Provider of any Course or training program is expressly conditioned on Customer's consent to these Terms and Conditions. Any additional or different terms proposed by Customer are expressly objected to and will not be binding upon Training Provider unless specifically accepted to in writing by Training Provider's authorized representative.

##### 1. Definitions

Unless otherwise defined in the Contract, the following terms shall have the following meanings throughout the Contract:

- (h) "Affiliate" with respect to a party means an entity (including without limitation any individual, corporation, partnership, limited liability company, association or trust) controlling, controlled by or under common control with that party.
- (i) "Attendees" means the persons nominated by Customer who will attend the Course.
- (j) "Contract" means the agreement between Training Provider and Customer for the supply of training as formed by Customer accepting the Training Proposal. The Training Proposal, together with these Terms and Conditions and all other attached documents or documents incorporated by reference constitute the entire terms of the Contract.
- (k) "Course" means any of the training course(s) to be supplied by Training Provider, its Affiliates or subcontractors to Customer under the Contract.
- (l) "Course Date" means the date scheduled by Training Provider and accepted by Customer on which the course shall begin; such date may be part of the Training Proposal or may be proposed separately by Customer.
- (m) "Course Price" means the charges set out in the Training Proposal payable by Customer to Training Provider for the Course(s).
- (n) "Customer" means the entity to which Training Provider is providing the training under the Contract. It may also be the "Buyer" under a contract for sale of products, parts and services (also referred to as "Party" and together with Training Provider as the "Parties").
- (o) "Baker Hughes" means the business formed by all Affiliates of the Baker Hughes Company operating in the oil and gas industry, grouped under the trade name Baker Hughes.
- (p) "Terms and Conditions" means these terms and conditions, that form an integral part of the Contract.
- (q) "Training Proposal" means the formal offer issued by Training Provider together with its attachments and any mutually agreed amendments or modifications thereto which may be offered by Training Provider to



 Please print and read through the Enrollment Cancellation Policy and the Terms and Conditions for this purchase. Click the **"I Accept"** button to acknowledge your acceptance of these terms and proceed to checkout.



Decline **I Accept**

# Public Courses Enrolment

## Step 3 – Payment details

12

Fill out all mandatory fields (\*), considering that the Payment Method can be by Purchase Order only

Note: PO Number is not mandatory

Click on *Continue Checkout*

### Payment Information

Course Name	Cost
Heavy Duty Gas Turbine supported by Virtual Reality - Sep 28,2020	€3,500.00
	Order Total: €3,500.00

Any applicable taxes will be added to the order once it has been submitted, based on the class' location.

#### Please Select your Payment Method below:

Payment Method:\*

Billing Address is the same as my company location

Billing Address:\*

Street address, P.O. box

Billing Address 2:

Apartment, suite, unit, etc.

Billing Country:\*

Zip/Postal Code:

State / Region / Province:

City:\*

Telephone Number:\*

Email Address:\*

Comments:



Continue Checkout.

# Public Courses Enrolment

## Step 3 – Payment details

13

Verify information and *Submit Order*

### Order Verification

Course Name	Cost
Heavy Duty Gas Turbine supported by Virtual Reality - Sep 28,2020	€3,500.00
	<b>Order Total:</b> €3,500.00

\*Any applicable taxes will be added to the order once it has been submitted, based on the class' location.

#### Please verify the following information for accuracy

Payment Method: Purchase Order  
P.O. Number: NA  
Billing Address: Sample Company - 245 Park Road - P.O. box 1033  
Billing City: Beverly Hills  
Billing Country: US  
State/Province: CA  
Zip/Postal Code: 90210  
Telephone Number: 123-456-7890  
Email Address:

 If the above information is correct, click 'Submit Order' to proceed with your order.



Go Back

Submit Order



# Public Courses Enrolment

## Step 3 – Final subscription process

- 14 If checkout successful, you will receive a confirmation email with further instructions from [customer.training@bakerhughes.com](mailto:customer.training@bakerhughes.com)

**Your online enrolment is now completed!**

- 15 Email your Company Purchase Order to [customer.training@bakerhughes.com](mailto:customer.training@bakerhughes.com) and [fulvia.luni@bakerhughes.com](mailto:fulvia.luni@bakerhughes.com)

**Your subscription will be finalized upon formal acceptance of your Purchase Order.**

Marco,

Thanks for your interest in Baker Hughes; Your request of enrollment for the following course has been submitted:

**Heavy Duty Gas Turbine supported by Virtual Reality - Sep 28,2020**

Florence Italy

09-28-2020 - 10-02-2020  
€3.500.00

In order to confirm and finalize your enrollment registration, BHGE requires a Purchase Order to be issued in favor of:

**Nuovo Pignone International Srl.**  
Via Felice Matteucci 2  
50127 Florence, Italy  
VAT 04880930484

Information to include: Course title, date, participant, fee, total amount, invoicing address and original signature or the statement that signature is not required if electronic order.

Email the Purchase Order to: [Fulvia.Luni@bakerhughes.com](mailto:Fulvia.Luni@bakerhughes.com)

Training services provisions and deployment is expressly conditioned on Buyer's assent to the attached Terms & Conditions.

The Purchase Order acceptance will be confirmed.

Public Course activation is subjected to a minimum number of participants. Official communication on course activation will be provided within one month from course date.

The invoice will be submitted on course completion.

Payment is due 30 days from date of invoice, the instructions will be included on the invoice itself.

If the Purchase Order has not been received by 15 days before the course starting date, the enrollment in this course shall be rejected.

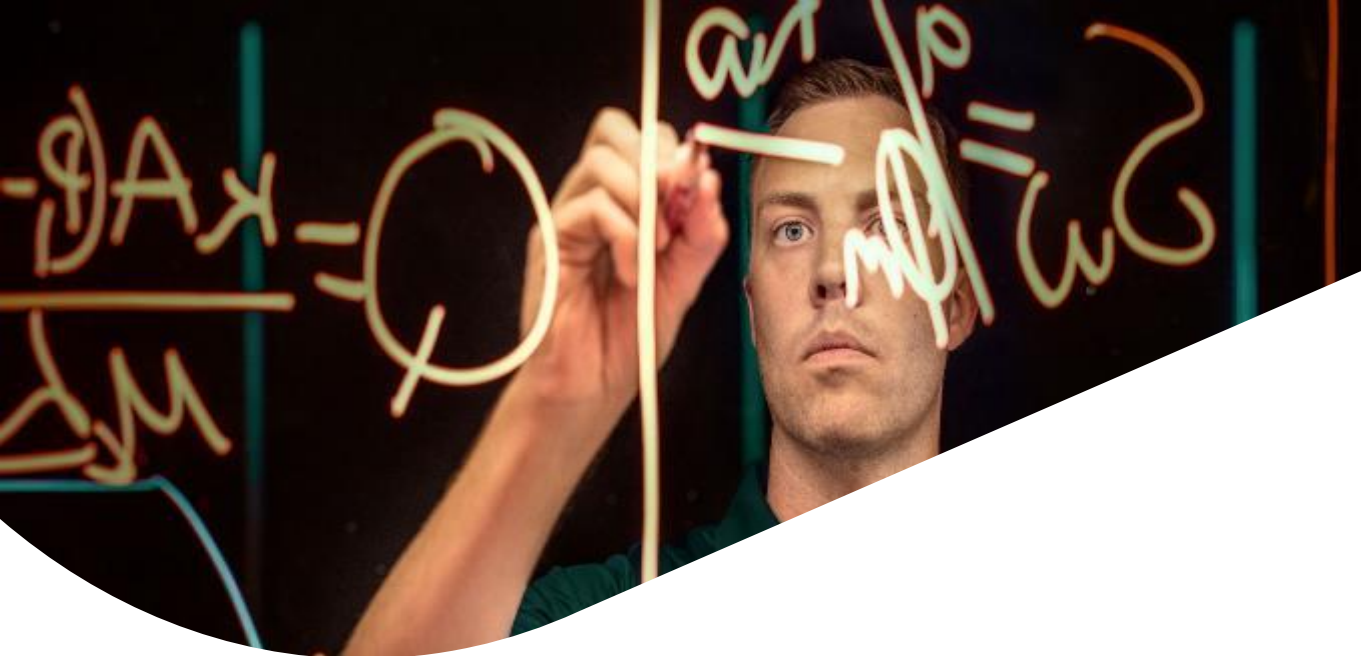
Best Regards,

Baker Hughes  
Training Team

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For further assistance contact us at:  
[Customer.training@bakerhughes.com](mailto:Customer.training@bakerhughes.com)



# **Baker Hughes Learning Platform**

## **USER MANUAL**

TRAINING MATERIAL DOWNLOAD

# Training Material Download

## Step 1 – Log in

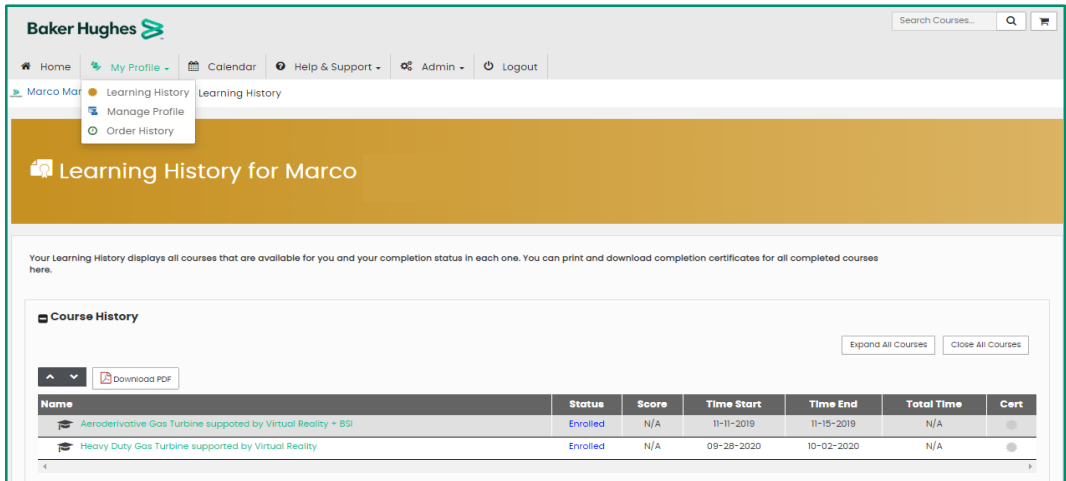
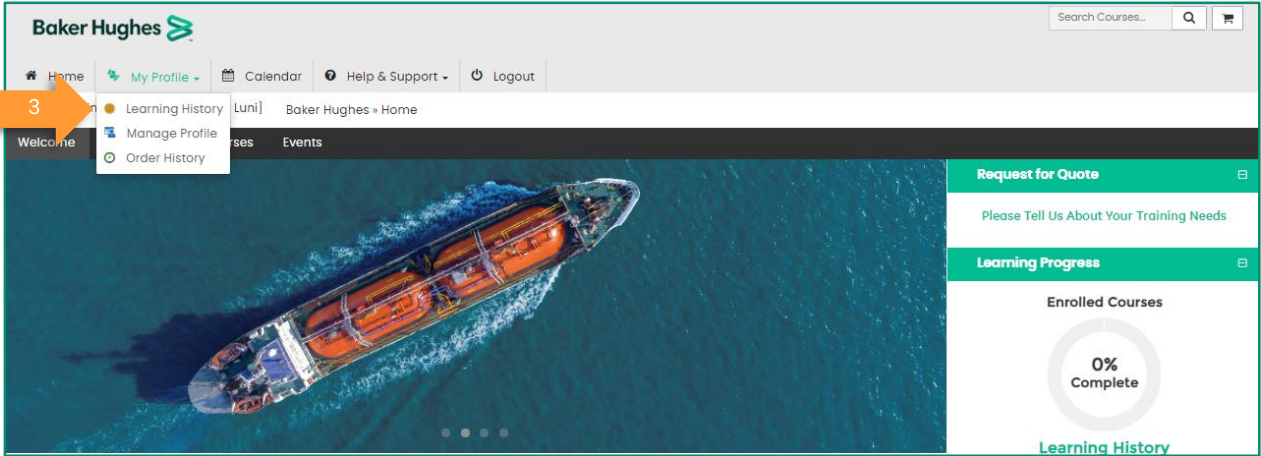
- 1 Go to [www.training.bakerhughes.com](http://www.training.bakerhughes.com)
- 2 Log in using your credentials:  
Username – Corporate email address  
Password – Instructions at page 6

The screenshot displays the Baker Hughes training portal. At the top, the Baker Hughes logo is on the left, and a navigation menu includes Home, Calendar, Training Solutions, Digital Tools, Resources, Locations, Search, and Login. An orange arrow points to the Login icon. Below the navigation is a large banner image of an offshore oil rig at sea. The main heading reads "Start the learning journey" with the subtext "We care about your success, that's why we have designed a structured and tailor made learning pathway." A green button labeled "Test your potentialities" is visible. A white login form is overlaid on the right side of the banner, containing fields for Username and Password, a Go button, and links for "Baker Hughes Single Sign On", "Forgot Password?", and "Download the learning platform handbook".

# Training Material Download

## Step 2 – Training Material Download

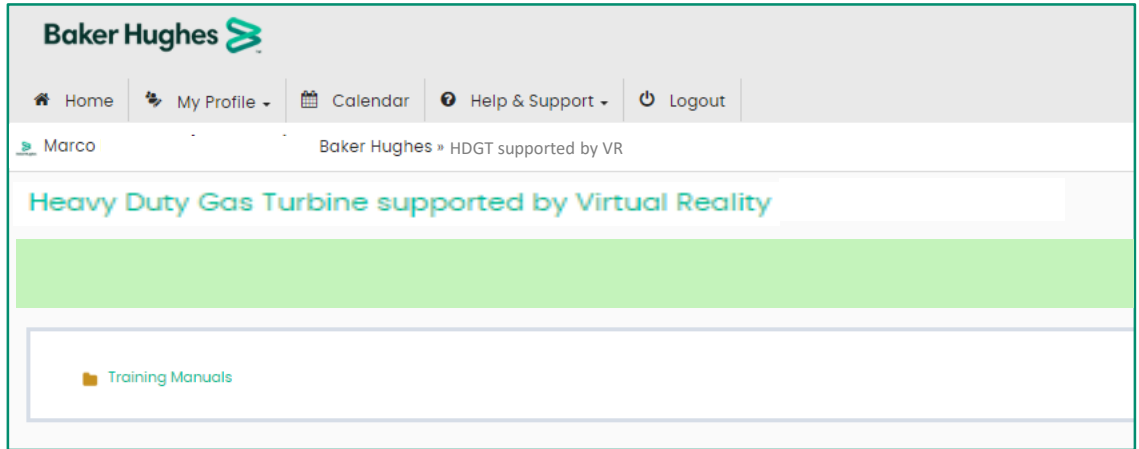
- 3 Click on *My Profile / Learning History*
- 4 Click on course link to open the relevant folder



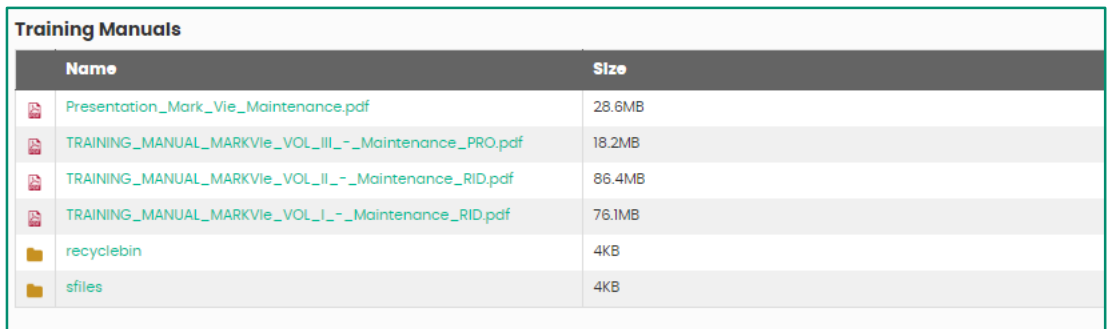
# Training Material Download

## Step 2 – Training Material Download







- 5 Click on folder(s)
- 6 Click on pdf icon to download Training Material



The screenshot shows the Baker Hughes user interface. At the top, there is a navigation bar with the Baker Hughes logo and links for Home, My Profile, Calendar, Help & Support, and Logout. Below the navigation bar, the user's name 'Marco' and the current page title 'Baker Hughes » HDGT supported by VR' are displayed. The main content area features a green header with the text 'Heavy Duty Gas Turbine supported by Virtual Reality'. Below this header, a folder icon and the text 'Training Manuals' are visible. An orange arrow with the number '5' points to the 'Training Manuals' folder.

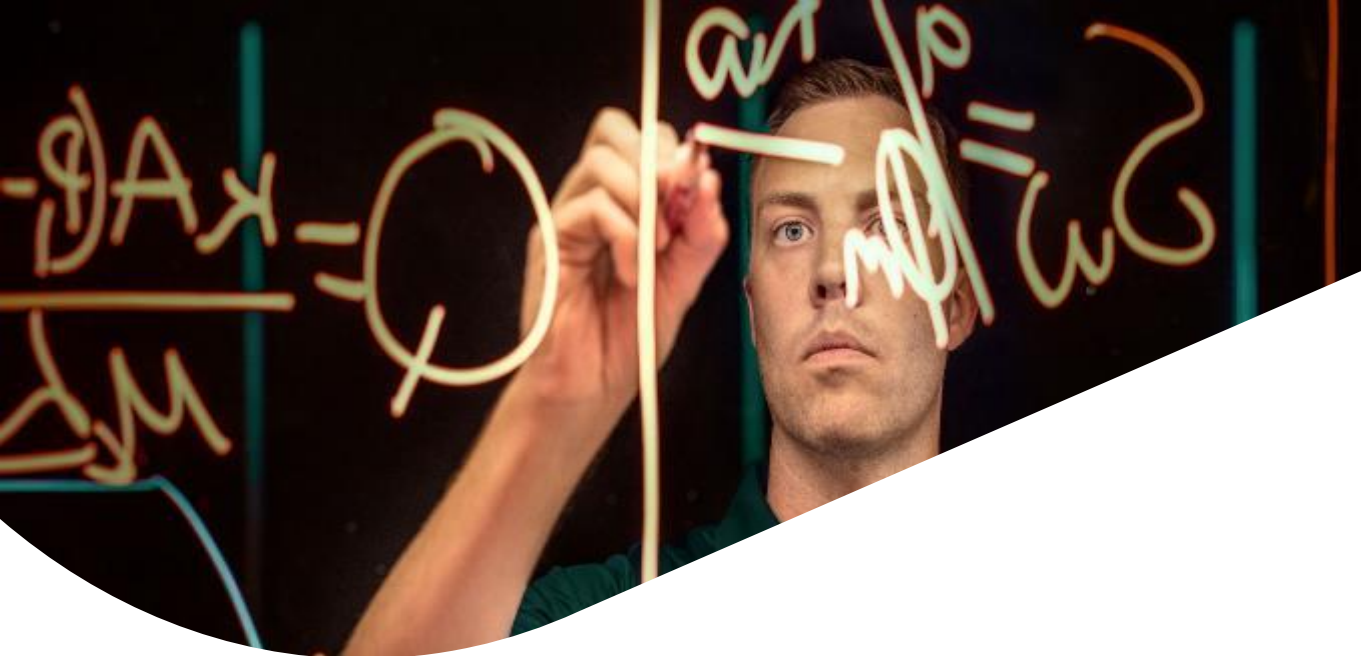


The screenshot shows a table titled 'Training Manuals' with two columns: 'Name' and 'Size'. The table lists several PDF files and two folders. An orange arrow with the number '6' points to the first row of the table.

Name	Size
 Presentation_Mark_Vie_Maintenance.pdf	28.6MB
 TRAINING_MANUAL_MARKVie_VOL_III_-_Maintenance_PRO.pdf	18.2MB
 TRAINING_MANUAL_MARKVie_VOL_II_-_Maintenance_RID.pdf	86.4MB
 TRAINING_MANUAL_MARKVie_VOL_I_-_Maintenance_RID.pdf	76.1MB
 recyclebin	4KB
 sfiles	4KB



For further assistance contact us at:  
[Customer.training@bakerhughes.com](mailto:Customer.training@bakerhughes.com)



# Baker Hughes Learning Platform

## USER MANUAL

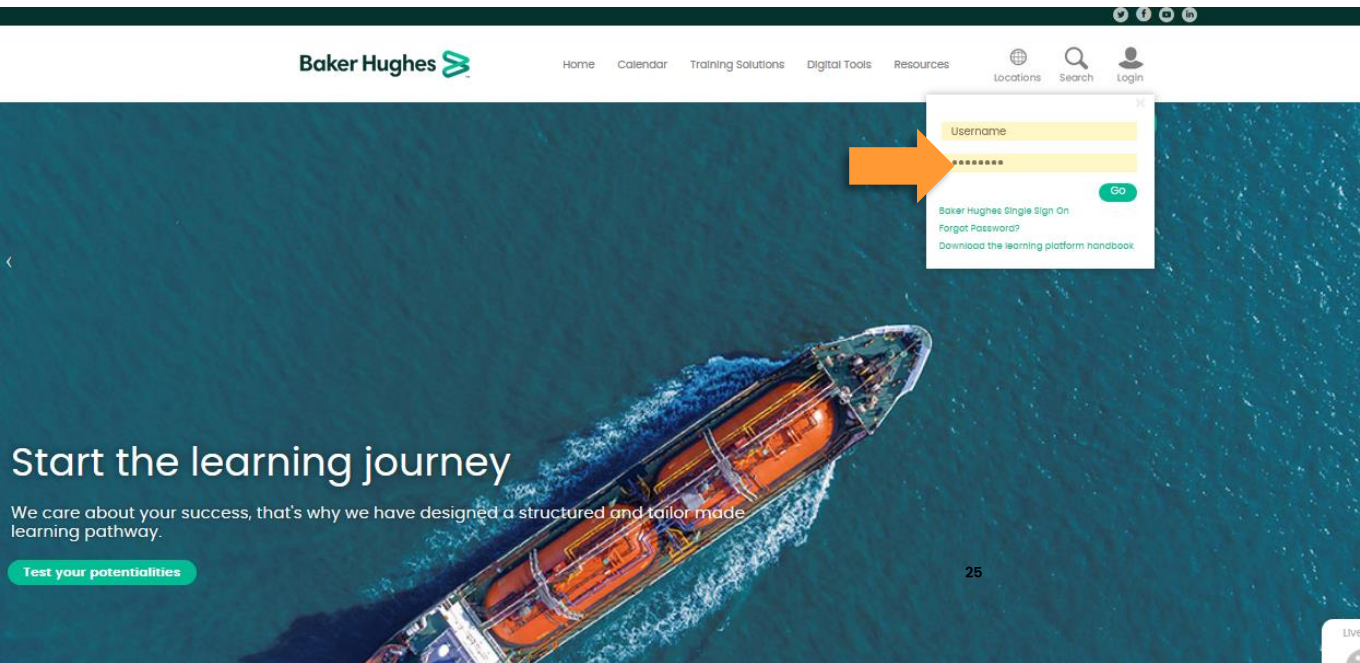
### LEARNING HISTORY



# Learning history review

## Step 1 – learning history process

- 1 Go to [www.training.bakerhughes.com](http://www.training.bakerhughes.com)
- 2 Log in using your credentials



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# Learning history review

## Step 1 – Learning history review

- 3 Click on *My Profile*
- 4 Click on *Learning History* to check it

3

Baker Hughes

Search Courses... Q

Home My Profile Calendar Help & Support Admin Logout

4 Learning History Learning History

Manage Profile

Order History

Learning History for Marco Marco

Your Learning History displays all courses that are available for you and your completion status in each one. You can print and download



- 5 Click on the *icon cert* to download the certification of attendance

5

Course History

Expand All Courses Close All Courses

Download PDF

Name	Status	Score	Time Start	Time End	Total Time	Cert
Centrifugal compresso Operation	Passed	100%	11-22-2017	11-23-2017	00	
Final Exam	Passed	90%	N/A	12-13-2017	N/A	



For further assistance contact us at:  
[Customer.training@bakerhughes.com](mailto:Customer.training@bakerhughes.com)