

# Overview: Learner Home Page

## 1. Menu Tab

The page shown here is called the UC Learning Center "Dashboard." To return to this dashboard, select from the Menu **Learner** and then **Dashboard**.

NOTE: The Dashboard is always the default page.

## 2. Activity Search

Search for available training (Instructor Led Training and eCourses). Type the title or key words for a course you are trying to find.

## 3. Messages

Keeps email notifications that were sent to you by the UC Learning Center (such as reminders or assignments.)

## 4. Current Registrations

If you've registered for any classroom training and eCourses, they are listed here. The list also includes eCourses which you've already started but have yet to complete.

NOTE: This is only a partial listing, clicking the **More** link will open to the complete list of courses.

The screenshot displays the UC Learning Center Learner Home Page. At the top, a navigation bar includes a 'Learner' menu tab (1) and a 'Dashboard' link. Below the navigation bar, a sidebar on the left contains sections for 'Activity Search...' (2), 'Messages' (3), 'Current Registration' (4), and 'To Do' (7). The main content area features a grid of quick links: 'Assigned Training' (5), 'Current Registrations', 'Cancel', 'Self-Reported Training', 'Transcripts', 'In Progress eCourses and Documents', 'Catalog', 'FAQ / Help', 'Safety Training Self-Assessment', 'Completed', 'eBooks and Videos', and 'Help / Email'. A 'UCI' logo and 'University of California, Irvine' text are visible. Below the grid, a 'To Do' section lists upcoming activities, and a 'TRAINING (10)' section lists current and upcoming eCourses with 'Start' buttons.

## 5. Location Tab

Access news page based on location, Campus or Health Affairs. Quick links to access assigned training, registered training, training required to be completed on a reoccurring basis, self-reported training, transcript, help documents, and contact for UC Learning Center help, etc.

## 6. Dashboard

Quick links to most accessed parts of UC Learning Center.

## 7. To Do

List of training to be completed. Can be filtered to show current, upcoming, assigned, required, and certified training.