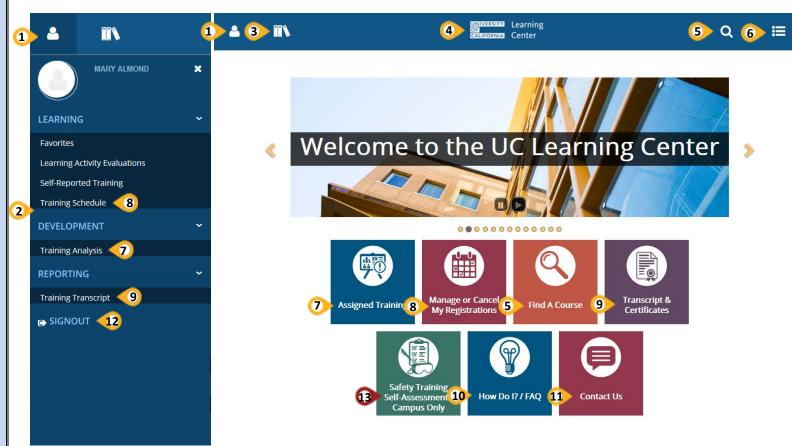
Overview: Learner Dashboard

- 1. Navigation Menu Tab
 In this new update, you will click to process items as opposed to hovering as in the prior version. To see the choices available to Learners, click the Self icon and the choices will appear.
- 2. Self Menu Tab Options
 Click on the sections to
 reveal drop down options
 under each section.
- **3. Library**Access the Library to look for training related information such as courses, knowledge
- **4. Home**Return to your home page.

documents, etc.

- 5. Activity Search
 Search for available
 training (Instructor Led
 Training and eCourses).
 Type the title or keywords
 for a course you are trying
 to find. You can also click
 Find A Course icon on the
 home page.
- 6. Timeline

 Quick view of training to be completed. Can be filtered to show current, assigned, and overdue training.



7. Assigned Trainings
Find any assigned training
under Self > Development >
Training Analysis. Or click
Assigned Training icon on the

home page.

- 8. Current Registrations

 If you've registered for any trainings, they are listed under Self > Learning > Training Schedule. The list also includes eCourses which you've already started but have yet to complete. Or click the Manage Or Cancel My Registrations icon on the home page.
- 9. Training Transcript
 View list of completed
 trainings under Self >
 Reporting > Training
 Transcript. Or click Transcript
 & Certificates icon on the
 home page.
- View How To guides and FAQ's under How Do I?>FAQ icon located on the home page
- 11. Contact Us
- 12. Log Off
 Click Self > SIGNPOUT to log
 out of your account
- **13. Campus ONLY**Complete Safety Training Self-Assessment.