Learning Management System: Bare Basics

How to Navigate:
How to provides links to some helpful documents.

News! will notify you of any new changes to the LMS system.
**Assignment** takes you directly to all training assigned to you.

**Transcript** takes you directly to your Training Transcript that shows your complete training history.
Search the Catalog brings you to the Search tool.

How to find, register and launch your training
Depending on your monitor size, you may or may not see To Do. You may have to scroll down the window slightly.
**To Do** shows all training that is assigned but not yet completed or training you registered.

You can click on the Start button to launch the training directly. If you click on the activity name, you will see the course detail below.

You can cancel a registration from your **To Do** list.

**How to Get Back Home:**
From any window you are on, you can always click on the **Home >** link near the top of the window, or click the **Learner** button at top-center.