



## **Quick Start Guide**

Learning Lab is your one-stop shop for all things training. Use this guide to learn the basics about the homepage, Content Library, Achievements, and Live Sessions.

#### Home

The homepage is where you will land upon logging in, and it gives you visibility to all your Learning Lab options. To get back to this page, click **Home** or the **Learning Lab logo**.

The dashboard will show what courses or learning paths have been assigned to you.

Course – Contains content (modules) on a specific topicLearning path – A group of courses

Check the progress bar of each content tile to find the percentage you've completed. Once you complete a course or learning path, it will move to the **Completed** section.

The **News** widget will be updated with new information to keep you informed.

# **Content Library**

A section where your leaders can keep content that's applicable to you. It will look different as new content is created so make sure you come back to see what's new.

### **Achievements**

A section where you'll be able to keep track of all your success.

### **Live Sessions**

A section where you'll sign up for upcoming instructor-led training.

