NAVIGATING ELM REFERENCE GUIDE



NAVIGATING ELM

| MYGOVLE | EARN WELCO | ME | | | | |
|-------------------|---|---------|--------------------|--|--|---|
| MULTINICAL STATES | INSTRUCTOR LED TRAINING BY ACCORD Granuts of Pastors Research | | HEL HEL Call | COVLEARN WELCO COVLEARN WELCO COVLEARN | DME File F | The second |
| | User ID Password Select a Language English | Sign In | ~ | | | |

TO ACCESS ELM

Click on the My Learning icon on the MyGovLearn welcome page.

A separate window open and displays the ELM login page. The Oracle PeopleSoft login page displays.

Enter your User ID and Password.

NAVIGATING ELM

| | OBACIE | T Emphysiae Sall Sandra | |
|--------|-----------------------|-------------------------|------------------------|
| | | saming | |
| | | | |
| GRIGLE | Provintion: ► 3 E = 0 | | 4 <u>5</u> 6 (13:0) |
| | | | |

The fluid home page appears after login. This feature is beneficial when using mobile devices such a tablet.



Learning

Tile displays by default and provides access to the My Learning and Find Learning pages.

Additional controls appear at the top of fluid pages:

| 1 | 2 | 1 |
|----------|---|---|
| (| 7 | , |
| <u> </u> | - | |
| _ | | - |

Home

Click to return to the home page.

| (| ર |) | |
|---|---|---|--|
| | 9 |) | |
| ~ | | - | |

Search

Click to search for a course.



Notifications

Click to view alerts.

5

Actions Click to sign out of ELM and perform actions such as creating a favorite.

6 NavBar

Click to view the ELM menu.

NAVIGATING ELM

| Too The Search Suffer to ended | th All the salet. Research Takes Surface was Compared Compared Compared Compared | Advected Bac | 0 ** 27 0 ** Leeth 0 0 0 0 0 | by fo bo Lat by fo bo Lat c by fo bo Lat c by contract classify 44,000 by both foreign 44,000 by b | Personia Centificant O O O |
|---|--|---------------|--|--|-------------------------------------|
| Joanna Smit | th At the salest Research Tennes References | Advance disc | 0 ** 0 ** 0 ** | by for to sum transmission services transmission services transmission services transmission transmi | e |
| ng modelen solen to miss ng modelene framma michaese fr | th the sales. | Advance & Soc | 0 ++ 0 ++ 0 ++ 0 ++ 0 ++ | 10050000000000000000000000000000000 | e |
| ng the leaven bulknot a relation of the leaven bulknot a relation of the leaven bulknot a relation of the leaven bulknot are the leaven b | All the same Boosted Totas Suffragress Kristind Compreted Compreted Compreted Progress Compreted Compreted Tota | Advance Soc | 0 97 0 ** Leeth 0 0 0 0 0 0 | Event Stretted Learning Annat Private Agent Private Star Priv | 0 |
| Too a a more than a set of the se | Required Datus ExProgram Exercised Compreted Compreted Compreted Program | Advanza é Sac | 0 57 0 ** 0 ** | vertices a second · | e |
| rg Too a m Mickear Frang Mickear Frank Mickear | Rosered States Buffrogress Entrated Comparied Comparied Comparied Comparied Comparied Comparied Comparied The | Advance d Sac | 0 0+ | Analytics Analytics Califyria Mary 2012, 2012 | e |
| Too a Room Read Read Read Read Read Read Read Read | Rosained Datas B-Program Enrolled Compared Compared Compared Compared | Bee faite | 0 0+ | Contract Assesses Collarge Oct (75.4%, Verbines Thang) Dentitions a Proport Assesses Relevent tracking on Proport Assesses Relevent tracking on Proport Assesses Professional Assesses Professional Assesses Dentitional Assesses Dentitional Assesses Professional Assesses Dentitional Assessesses Dentitional Assesses Dentitional Assessesses Dentitional Assessessessesses Dentitional Assessesses Dentitional Assessessessessessesses Dentitional Assessessessessesses Dentitional Assessessesses Dentitiona | e |
| Too R R R R R R R R R R R R R R R R R R | Received Dates F-Progress Errolad Compreted Compreted Compreted Compreted The | Due Date | | Unit 1922 (Free Source Strategy and Strateg | ٥ |
| Too a mic-cave framing mic-cave framing mic-c | Repaired Dates B-Progress Erroted Comparise Comparise Comparise Comparise Comparise Comparise The | Due Date | | Interface under the set of the se | e |
| michase framg michase framg Michase framg michase framg michase framg michase framg n tas Februar n Tas We 5 0 | In Programs Ernstand Comparised Comparised Comparised | | 00000 | Cudtid), ide-WebdatesTateing TrocLeaning LineFile Coering LineFile Coering CutPRC Ore Insurance Challings CutPRC Ore Ins | e |
| mit-based frameg Web-based frameg web-based frameg mit-based frameg selec Februar n Taw We S 0 | Endled Competed Competed Competed Competed | | 000 | Proc Latence Inter Exercise | e |
| me-cased harang me-based harang me-based frames meter Februar m Tue Vie 5 0 | Comparise Compar | | 0 | Inter Exercise Inter Controls Inter Control Inter Co | 8 |
| me baset framma me Februar m Tue Vie 5 0 | Compared rry 2019 red The | | 0 | | |
| ndar Februar n Tow We S ≎ | ny 2019 ed The | | | Adventrative Support Developing Tour Essential Sells | |
| eler Februar n Tow We | ny 2019 ed The | | | -Administrative Support, Developing Your Raiser/854 SH84 | |
| ete Februar s Tor We | ry 2019 ed The | | | aud_01_a01_bs_sous : meb-haped | |
| Februar n Tue We | ry 2019 ed The | | 0 44 | Records Management Annual Avanueds Training | |
| Februar n Tue We | ed The | | AUDIO C | CLAST/30, Mr. Web based Training | |
| 5 6 | ett 1.60 | 1000 | 100 | CLAD1000, BC Web baced Training | |
| 5 6 | | 1 | 2 | 6.0 Closel Funder Marking Mechanics CLAD1580 - Web-based Training | |
| +-0 +-0 | 1 | 0 | 9 | P Fact annual | |
| 19 20 | 0 21 | 22 | 23 | | |
| 5 28 27 | 7 28 | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | <i>a</i> , <i>b</i> , <i>a</i> , | <i>a v a</i> | |

The Learning Home is a dashboard view of information and a way to quickly navigate to a page.

Quick Links

pagelet displays the most frequently accessed pages (ex: My Learning).

Search

for Learning pagelet provides the ability to search for a course in the catalog.

My Current Learning

pagelet lists current training. Click the Launch button next to the listed course to view the training.

New Learning

pagelet displays training that as been recently added to the course catalog.

NAVIGATING ELM

| Find Learning | |
|--|--|
| Enter Search Keyword >> | |
| Advanced Search | |
| | 3 |
| Advanced Search | e terring |
| Lanning Simply Q | Etter Taurch Asymetry a Marily Adaptive Description |
| Tara M | + Learning Type Manistry Curren @ |
| Lucite Q | Vice-based Tarting Transfer multi |
| for stars | Category Cyler Auroness Challenge Cyler Auroness Challenge |
| | Come of the the Come of the Come o |
| Asian Asia | OPSC-landary formy "Nextee Veel": The care of detacts to the investories pole where is often care cost, 42 pper poor nucle weed. Hence to QCPU. The care may be experied TPA-landary formy Texture former, fo |
| Carterrapit dae | December Classes |
| Georgian | Anyone Heaters was "DECOMB?" The was need to be the Outpace. WHAT The same process argue of major backy pyrod where of and was to exceed your the re- |
| Hervator Q | United OfSC Fundamental |
| Legunge | Entry Control (Control) |
| Learning Chipetree Q | Fold Assessed Delever |
| | |
| Ow | Set Molece ID RECTIN This came ment the replements for annual Operational Minimum Annuaria (A) short a average on replind by Odd Direction MM 1 "Spin Anaromac Oxdange Cardination |
| | No FCAR As Tening |
| | 1 Obsequencing science This indicates the standard or spatial status. This indicates therein science market water with the background and pages backet the traditions of Future (Engine backstronautous and |
| Trafficking in Persons Awareness Refresher © Course = 6 = 5 = 1 Addito Learning Pain | |
| Course Description | |
| Interactive Version ****OECLAMER**** This version does not contain the Test Out option. WARRING: This training contains language and images Very additional details about the course such as objectives met and examinations. | a depicting physical visience and sexual visience to accurately portray the na |
| | |
| Enrollment Options | |
| To complete this cause, wild in one of the following offerings w Self-gasted Offering | |
| Web based Training | |
| Environment is open | |
| Code TPA101 | |
| | |
| | |
| Enroll | |
| | |
| | |

- 1 Use the Find Learning feature to quickly search for a course by keyword.
- (2)Click the Advanced Search link to find a course using multiple search criteria.
- 3) The course catalog lists all available training. Learners can filter by category or learning type.
- 4) Click the Course Name link displays another page with additional details about the training.

Clicking the Enroll link adds the training to your learning.

NAVIGATING ELM

My Learning C Learning Planned History Current **Current Learning** 53 ⊞ ₹ CI/OPSEC/Unauthorized Disclosur... (U) IC Analytic Tradecraft Standar... Administrative Support: Developin... Web-based Training Web-based Training Web-based Training In-Progress Enrolled Enrolled Launch | Drop Launch | Drop Launch | Drop

My Learning (Classic View)

My Learning (Fluid View)

| My Learning | | | 18 View | Calendar | Sequest New Learning | Tearning Home |
|---|--------------------|-------------|------------|----------|----------------------|---------------------------------|
| LRNADMIN1 | | | | | | |
| "View All learning - any status, type or date | Go | | | | | |
| My Learning | | | | | | |
| ΞŢ. | | | | | | e 10 8-1 |
| Title | Type | Stature | Date | Launch | Action | Print My Ratings |
| Administrative Support: Developing Your Essential Skills | Web-based Training | In-Progress | 02/04/2019 | 0 | Drop | **** |
| CI/OPSEC/Unauthorized Disclosure Refresher | Web-based Training | Enrolled | 02/05/2019 | 0 | Drop | $\star \star \star \star \star$ |
| (U) IC Analytic Tradecraft Standards Overview | Web-based Training | Enrolled | 02/01/2019 | 0 | Drop | **** |
| Cyber Awareness Challenge | Web-based Training | Completed | 02/04/2019 | ٢ | Review | <i>a</i> ***** |
| MATH1030 Workbook Solutions | Web-based Training | Completed | 02/04/2019 | 0 | Review | <i>ä</i> **** |
| Antenna Recognition and Radio Wave Propagation | Web-based Training | Completed | 01/29/2019 | ۲ | Review | ä ***** |
| (U) Classification Marking Mechanics | Web-based Training | Completed | 11/28/2018 | 0 | Review | <i>₫</i> |
| Cyber Awareness Challenge | Web-based Training | Dropped | 02/04/2019 | | | ***** |
| Self Motivation | Web-based Training | Dropped | 02/04/2019 | | | ***** |

The My Learning page displays current, planned, and completed training.

The following features are available from this page:

Learners click the **Launch** button to start the training. Training can be launched from the My Learning - Current page and the Learning Home page.

Clicking the **Drop** button removes the course from the individual's planned learning.

Learners can view planned/currently enrolled training (*Enrolled*), training that has started but not yet completed (*In-Progress*), and completed training (*Historical; Completed*)

NAVIGATING ELM

| _ | | | | | | | |
|----------------------|--|---|--|----------|--|--|---------------|
| View All Learning | \checkmark | | | | | | |
| litle | Туре | Required | Status | 1 | Due Date | Launch | |
| Administrative Suppo | Web-based Training | | In-Progress | | | D | |
| U) IC Analytic Trad | Web-based Training | | Enrolled | | | \bigcirc | |
| CI/OPSEC/Unauthorize | Web-based Training | | Enrolled | | | D | |
| U) Classification M | Web-based Training | | Completed | | | D | |
| ntenna Recognition | Web-based Training | | Completed | | | D | |
| | Learning View All Learning | | | | | | |
| | Learning View All Learning | Required | Status | Due Date | Start Date | Completion | 1-9 of 1 |
| | Learning View All Learning III Q. Title Administrative Support: Develo | ✓ Required | Status | Due Date | Start Date | Completion Date | 1-9 of Lau |
| | Learning View All Learning III Q Title Administrative Support: Develo (U) IC Analytic Tradecraft Sta | ⊻ Required | Status In-Progress Enrolled | Due Date | Start Date 02/04/2019 | Completion Date | 1-9 of Lau |
| | Learning View All Learning III Q, III Q, III Construction of the second | Required | Status In-Progress Enrolled Enrolled | Due Date | Start Date 02/04/2019 | Completion Date | 1-9 of |
| | Learning View All Learning III Carning III | Required | Status In-Progress Enrolled Enrolled Completed | Due Date | Start Date 02/04/2019 11/27/2018 | Completion Date | 1-9 of 1 |
| | Learning View All Learning Ulew All Learning Ule | Required | Status In-Progress Enrolled Enrolled Completed Completed | Due Date | Start Date 02/04/2019 11/27/2018 01/29/2019 | Completion Date 11/28/2018 01/29/2019 | 1-9 of 1 |
| | Learning View All Learning View All Learning | Required | Status In-Progress Enrolled Enrolled Completed Completed Completed | Due Date | Start Date 02/04/2019 11/27/2018 01/29/2019 02/04/2019 | Completion Date 11/28/2018 01/29/2019 02/04/2019 | 1-9 of 1 |
| | Learning View All Learning View All Learning | Required | Status In-Progress Enrolled Enrolled Completed Completed Completed Completed | Due Date | Start Date 02/04/2019 11/27/2018 01/29/2019 02/04/2019 | Completion Date 11/28/2018 01/29/2019 02/04/2019 02/04/2019 | |
| | Learning View All Learning III Q Title Administrative Support: Develo (U) IC Analytic Tradecraft Sta CI/OPSEC/Unauthorized Disclosu (U) Classification Marking Mec Arterna Recognition and Radio Cyber Awareness Challenge MATH1030 Workbook Solutions Self Motivation | Required | Status In-Progress Enrolled Enrolled Completed Completed Completed Completed Dropped | Due Date | Start Date 02/04/2019 11/27/2018 01/29/2019 02/04/2019 | Completion Date | |

Learners can also launch courses from the Learning Home page.

Use the My Current Learning pagelet to view all training or mandatory training. Click the **View** dropdown and select the appropriate option (All Learning or Required Learning).

The pagelet displays only the first five courses in the list. Learners can click the **View All** link at the bottom of the grid to display a complete list of courses, as indicated by the number displayed next to the link.

NAVIGATING ELM



Upon completing the training and passing the associated course assessment (if applicable), learners can print a certificate of completion from the My Learning page.

Fluid View

On the My Learning - History page the learner clicks the **Print** link that displays within the course pagelet.

2

Classic View

On the My Learning page, the learner clicks the **Print** icon that displays on the row associated with the course.