

Accessing MyLearning

Information Guide

To access MyLearning, follow the steps below:

- 1. If you are not connected to the University network, please connect to GlobalProtect VPN.
- 2. Login to <u>MyLearning</u>.
- 3. Click 'View All' in the My Learning tile on Employee Self Service page.
- 4. The **Current** tab will display all the courses you are enrolled for.
- 5. Launch the course to begin your learning.

Note: If you receive an invalid User ID and/or Password error message, please check that you do not have multiple PeopleSoft applications open in the same browser.

Please refer to the following page for a visual representation of the above instructions.

If you continue to encounter an error or issue, please contact the <u>HR Service Centre</u> (8313 1111).

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Accessing MyLearning

Information Guide (visual)

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4. The **Current** tab will display all the courses you are enrolled for.

urrent Learning			
Mental Health Awareness Mandatory I Self Paced Learning Resource F Enrolled Complete by 14 Dec 2022	Mending is great Mandatory Canvas Learning Finrolled	Cyber Security Your Responsibiliti Mandatory I Canvas Learning F Enrolled	
\mathbf{X}	Launch	Launch	

5. Launch the course to begin your learning.

THE UNIVERSITY #ADELAIDE	ELM_1003_1 > M	lodules	Search this course Q
Account	No Term	Collapse all	III View Course Stream
ری) Dashboard	SELT		S View Course Calendar
Courses		Onderstanding Power Dynamics and Close Personal relationships Complete an items Understanding power dynamics and close personal relationships_june23	To do
Calendar		100 pB Score at reast 1000	Nothing for now Recent feedback
目 Inbox			Nothing for now
History			
Q Search			
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(f)2 Help			
Help			

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