



LEARNING MANAGEMENT SYSTEM (LMS) LAUNCH AN ONLINE COURSE

This QRG will guide you through the process of launching an online course after registering for the course.

1. Log into the LMS.

NOTE: For instructions about logging on, refer to the [Log-On Instructions \(TS02-L\)](#) QRG.

2. From the LMS Home Page, click on the **Learning** link in the left menu.

Learning link

The screenshot shows the HHS Learning Portal interface. At the top, there is a blue header with the HHS logo and the text 'HHS Learning Portal' and 'The Joy of Learning Enabled Through Access'. Below the header, there is a navigation menu on the left with links for Home, Learning, Plans, Competencies, and Reports. The main content area includes a 'Welcome' message, a video player showing a 3D character holding a purple pen, and a 'Catalog Search' section. An arrow points from the 'Learning link' text to the 'Learning' link in the navigation menu.

Figure 1 – Learning link on LMS Home Page

3. The Current Learning page should be displayed. Click the **Launch Content** button on the right side of the screen for the course you wish to launch.

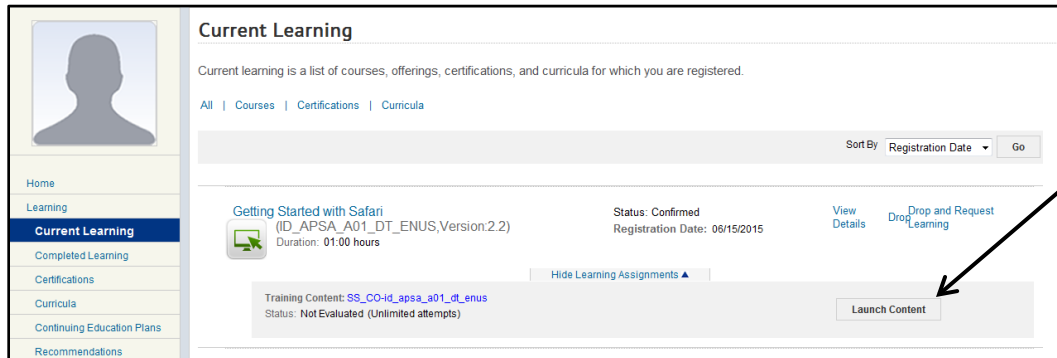


Figure 2 – Launch Content button

NOTE: For instructions about registering for a course, refer to the [Browse Catalog and Register \(TS06-L\)](#) QRG.



LEARNING MANAGEMENT SYSTEM (LMS)

4. Courses in the LMS are created by several different vendors and some are created internally by NIH resources. As such, the launch behavior of the course can vary from developer to developer. The following are some example screens that you might see when launching a course.

SkillSoft – this is a sample screen that is displayed after clicking the **Launch Content** button from your Current Learning page. Click the **Play this Course** link to launch the course content.

Play this Course link

Getting Started with Safari

[Play this Course](#)

[Overview/Description](#)

[Target Audience](#)

[Expected Duration](#)

[Lesson Objectives](#)

Overview/Description

This course introduces you to Safari - Apple's innovative, fast, and full-featured web browser with its intuitive interface, and working with Safari using Mac OS X Lion's multi-touch gesture navigation, visiting favorite web sites, and using tabbed browsing and Safari's customizable Top Sites feature.

Figure 3 – Play this Course link for a sample SkillSoft course

Books 24x7 – this is a sample screen that is displayed after clicking the **Launch Content** button from your Current Learning page. Click the **SkillSoft Books 24 x 7** link to launch the course content.

**SkillSoft
Books 24
x 7 link**

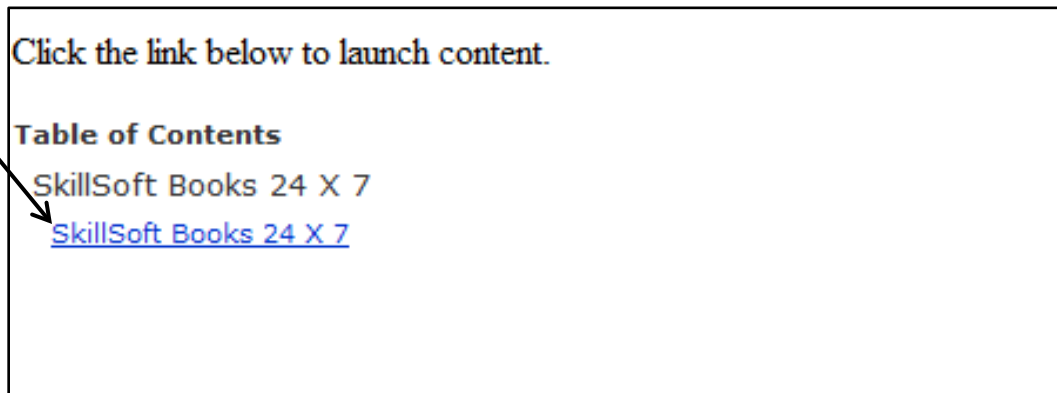


Figure 4 – SkillSoft Books 24 x 7 link for a sample Books 24x7 course

If you experience trouble with this process, please submit a helpdesk ticket at: <http://intrahr.od.nih.gov/helpdeskform.htm>