LEARNING MANAGEMENT SYSTEM (LMS)
CHECK YOUR CERTIFICATION PROGRESS

This QRG will guide you through the steps to check on the progress you have made with a certification.

1. Log into the LMS.
   
   **NOTE**: For instructions about logging on, refer to the Log-On Instructions (TS02-L) QRG.

2. Click the **Learning** link in the left navigation menu.

![Learning link in the left menu on the LMS home page](image)

Figure 1 – Learning link in the left menu on the LMS home page
3. Click the **Certifications** link in the left menu.

![Certifications link](image1)

**Figure 2 – Certifications link in the left menu**

4. Click the link for the name of the certification to view completion details for each course included in the certification.

![List of certifications](image2)

**Figure 3 – List of certifications**

**NOTE:** There is a progress bar for each assigned certification.
NOTE: Click the **Detailed Status View** radio button to view additional information about the certification status.
Figure 5 – Detailed Status View of the sample certification

If you experience trouble with this process, please refer to the LMS Support Page.