Quick Reference Guide: Accessing Training in Oracle Learning

**Accessing the Oracle Learning Module**

The **Learning app** in Oracle Cloud is used to access both online and classroom training courses. To access **Learning** from the **Navigator**:

- Click the Navigator (top left corner), expand the **Me** section, and then choose **Learning**.

To access **Learning** from your **Springboard**:

- Click on the **Learning** icon located in the **Me** section.

(*Available when selected in your personalizations. Click the plus sign (+) icon to select options for your Springboard.)*

**Searching for Training Courses**

1. From the **Oracle Learning** home page enter a keyword in the search box and press **Enter** or click the magnifying glass to search for training. (For example, **Oracle**)

2. Select the name of a course you would like to view additional information about and then self-enroll to start learning.

**Accessing Assigned Training**

Certain training will be assigned to you by your manager or other groups on campus based on your roles and responsibilities

1. Select **Current Learning** to see your assigned training.

2. A summary of your assignments is shown at the top of the page.

3. Click the **Required Learning** or **Voluntary Learning** tab to access and complete your assignments. **Note:** Courses in which you have self-enrolled will be available within the **Voluntary** section.

4. Click **Start** to begin the course.

5. Some courses will have multiple sessions. Click **Select Offering** to choose a course session and start learning.