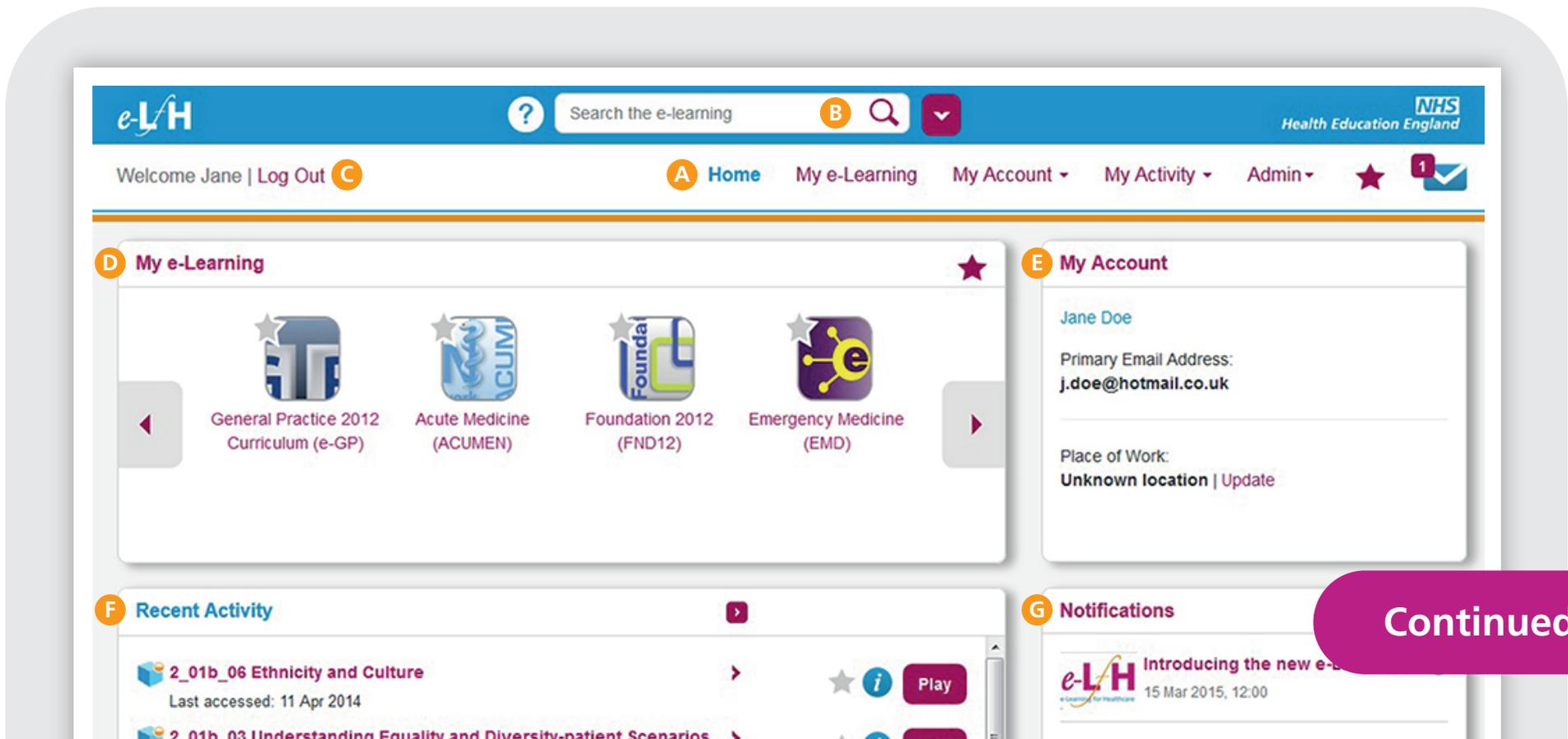


## 1 Home screen

- A Main Navigation Menu**  
The main navigation menu in the Hub.
- B Search**  
Enter your search term and select 
- C Sign Out**  
Log out of the Hub.
- D My e-Learning Panel**  
Quick Access panel allowing you to quickly navigate your programmes.
- E My Account Panel**  
Quick Access to your personal and work details.
- F My Recent Activity Panel**  
Enabling you to resume your e-learning easily.
- G Notifications**  
Recent news about the programmes in your account.



## 2 My e-Learning

Expand and contract courses, folders and learning paths.

All applications, programmes, courses, learning paths and sessions have  links which provide additional information about that item.

Select the title to display the full contents of a given course, folder or learning path.

All applications, programmes, courses, learning paths and sessions have a status so you can easily see your progress.

- |   |  |
|---|--|
|  Not started |  Passed |
|  In progress |  Failed |
|  Complete    |  Locked |

This is the main screen used for navigating the Hub. You can access this screen by selecting 'My e-Learning' from the menu.

e-Learning programmes organise their e-learning content in hierarchies designed to communicate the curriculum or group e-learning content together to meet a specific educational need.

Navigating these hierarchies is very similar to navigating around Windows Explorer or Finder.

Courses, folders and learning paths are "containers" for e-learning sessions.

Continued...

# 3 Search

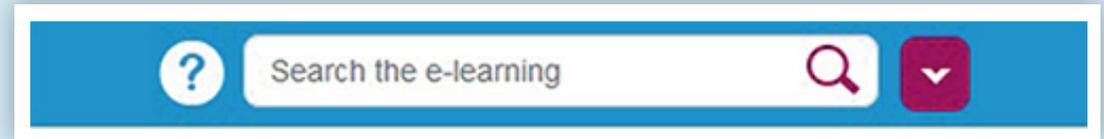
There are 3 ways to search in the Hub:

## 1 Simple Search

Simply enter your search term and select the 

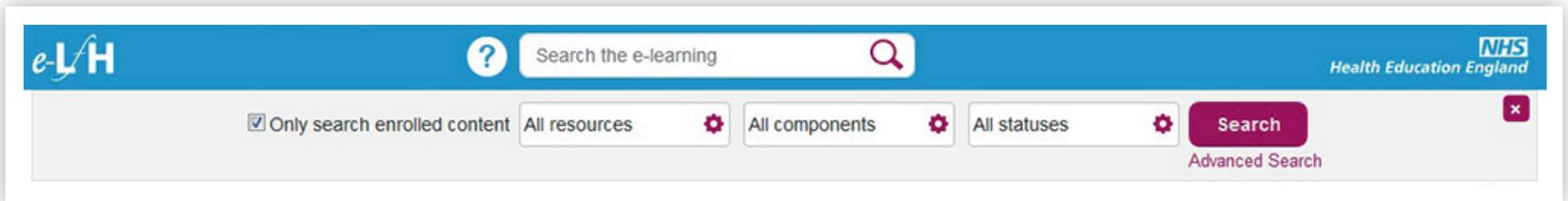
This search only searches e-learning content which you are enrolled upon. It searches for all the words you have entered.

If you have a Quicklink, then just enter that.



## 2 Filtered Search

Combine your search term with the selection of filters.



**Only search enrolled content** – select/deselect this option to narrow and broaden the volume of e-learning content that is searched.

**All resources** – select/deselect the programmes and applications you want included in your search.

**All components** – select/deselect to narrow and broaden the types of component, for example, Courses, learning paths, sessions included in your search.

**All statuses** – select/deselect to help you find e-learning content which you have, for example, not yet started.

## 3 Advanced Search

### Find results that have:

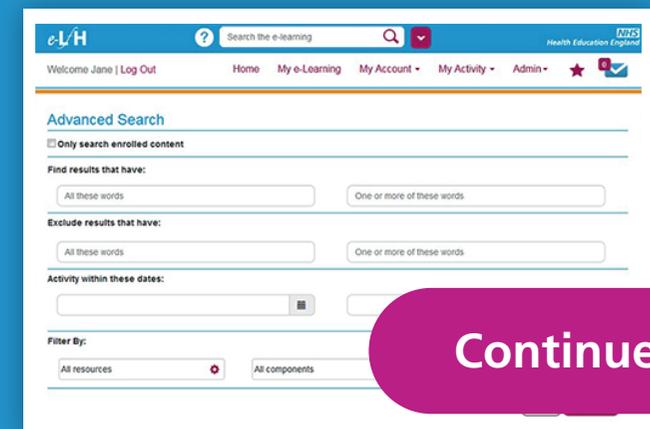
Use this option to find items which INCLUDE your search term in their title, description, keywords or author.

### Exclude results that have:

Use this option to find items which DO NOT INCLUDE your search term in their title, description, keywords or author.

### Activity within these dates:

Enter dates to narrow down the search based upon when you last accessed your e-learning.



Continued...

## 4 Search Results

Your search results are grouped together by component, for example, programmes or sessions are grouped together.

The contents of each group are sorted alphabetically based upon the breadcrumb trail shown below the item's title. This means that results from the same course or learning path will be shown next to each other.

You can also access the information pages for any item.

**\*If you are not logged in then these functions are not available to you as your e-learning activity can only be recorded against your account once you have logged in.**

The listed contents of each group can be shown or hidden which allows you to quickly hide results which you are not interested in.

If you have searched for unenrolled content, then you can enrol on the parent programme from the search results also.

The screenshot displays the search results interface. At the top, there is a search bar and a navigation menu. The search results are grouped by component, with expandable sections for Applications, Programmes, Courses, Learning Paths, and Sessions. Two specific items are shown with their titles, breadcrumb trails, and action buttons (Enrol and Play).

Selecting the title of any item will open the My e-Learning screen at that location.

The breadcrumbs can be also be shown or hidden to simplify the view on the screen.

Sessions can be played from the search results and feedback can be provided from the search results screen.\*