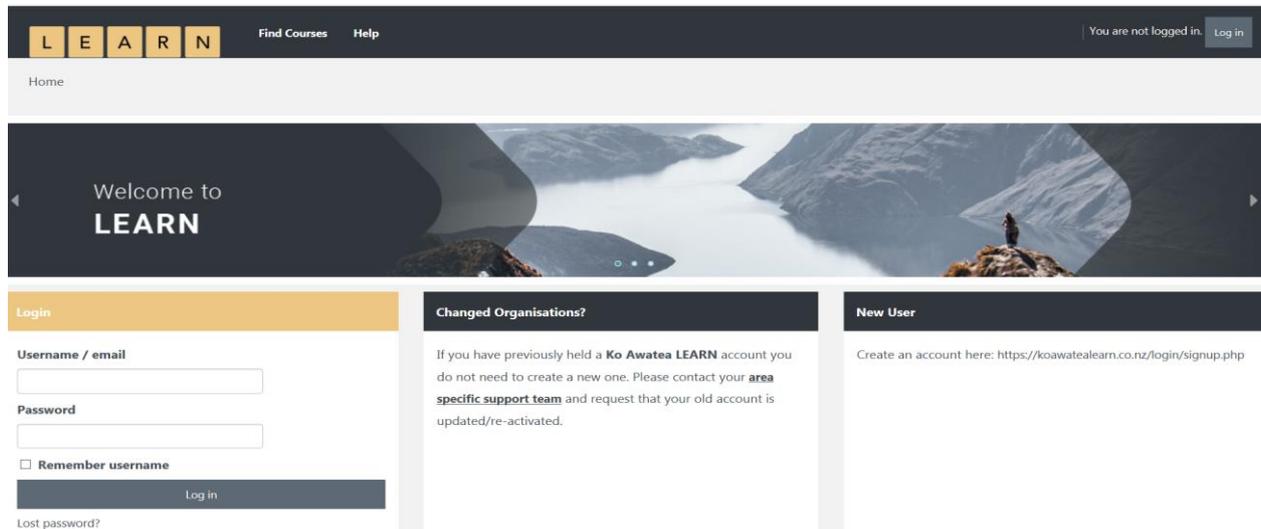


Accessing a course in Ko Awatea LEARN after the upgrade

Ko Awatea LEARN after the upgrade!
The first think you will notice is that the front page has changed:



When you login for the first time after the upgrade you will be prompted to accept the terms and conditions of the site. After you have done this once, you won't be asked again.

Once you login your home page will be similar to the below.

Clicking on 'Find Courses' will bring you to a new searchable course catalogue.
(See next page for more information)

The screenshot shows a user dashboard for 'Counties Manukau Health'. The top navigation bar includes 'LEARN', 'Home', 'My Reports', 'Find Courses', and 'Help'. A user profile box on the right shows 'Your name and profile is found here'. The main content area is divided into several sections: 'Logged In User' with a profile picture and details (Country: New Zealand, City/town: Auckland, Email address); 'My Courses' with a list of courses and progress bars; 'Latest Badges' with several award icons; 'Last Course Accessed' showing 'Patient Safety Training 2019' at 0% completion; and 'Recent Learning' with a list of courses and progress bars. A 'Video Library' section is also visible at the bottom right. Red arrows and boxes point to various elements with descriptive text: 'Your details appear here' points to the user profile; 'A list of the courses that you have been enrolled into appear here' points to the 'My Courses' section; 'The last course you accessed will appear here' points to the 'Last Course Accessed' section; 'Your elearning badges will appear here' points to the 'Latest Badges' section; 'You can see your progress for each of your courses here' points to the progress bars in the 'My Courses' section; and 'Your name appears here' and 'Your email address appears here' point to the user profile details.

The Course catalogue

1

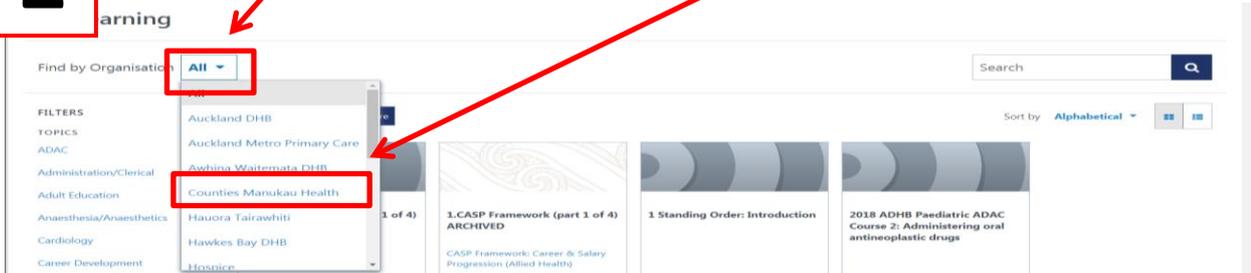
Access the full Course catalogue by clicking on 'Find Courses' from the top bar:



You will now see the course catalogue.

2

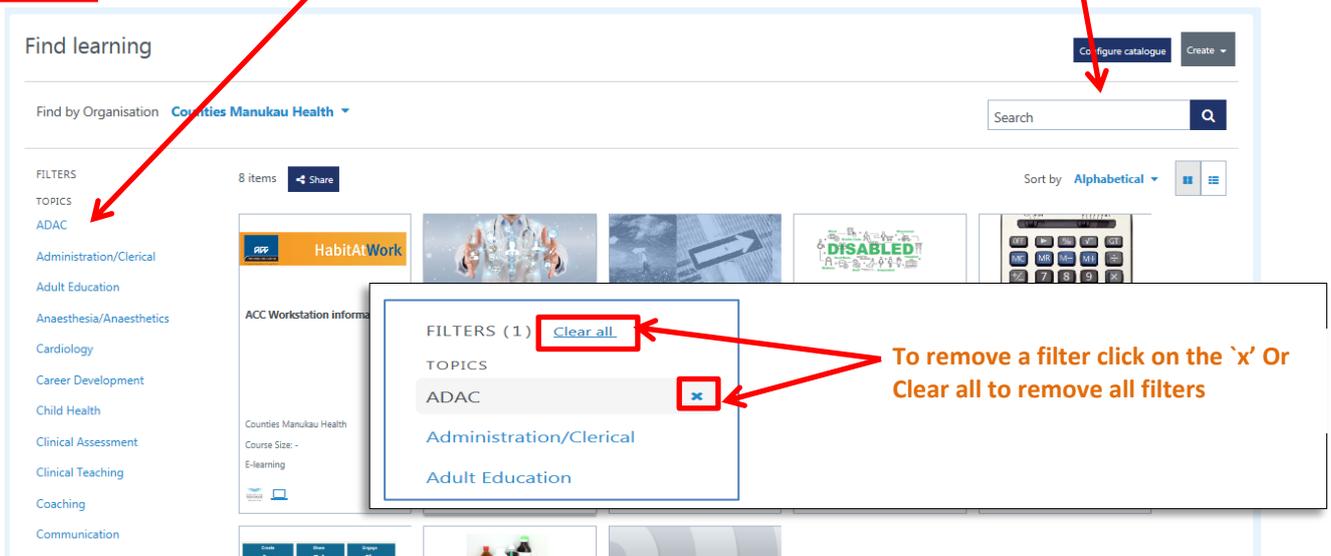
Click on the drop down arrow and then select Counties Manukau Health.



A number of tiles will now appear, one for each course Counties Manukau Health offers to staff.

3

Click on the different topics that you think the course relates to. OR type a keyword in the search box to narrow down your search

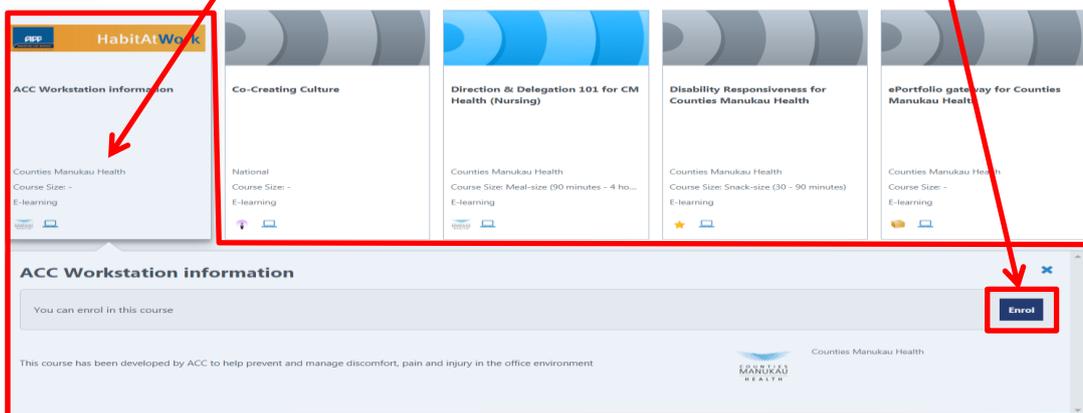


4

Click on a tile for more information

5

Click on the 'Enrol' button to access to the course



The old way of searching in alphabetical categories has been replaced by adding filters based on topics. (If you don't find a course that you know exists when searching for it by a topic [contact us](#) and let us know.)