How do I search for training on the Learner Home page?

Show Me

Tell Me

Follow the steps below to search for training on the Learner Home page.

1) Enter a search term or phrase into the Search box as pictured below.

2) Result: Up to ten training titles most relevant to your search term will display in the predictive search results below the search bar. If you wish to access one of the training items displayed in the predictive results, click the training title to view the Training Details page for that item.

3) Alternatively, you can place your cursor in the Search box and simply press the Enter key on your keyboard.

4) Result: The Learning Search page will display. From here, you can use the available filters to narrow your results. Search results are sorted by relevance, and text queries are matched with content title, descriptions, and keywords.

Related FAQs

- How do I complete LEAD and EEODF training?
- How do I run a training status report for my staff?
- How do I access my direct report’s transcript?
- Which browser/s are compatible when using the Portal?
- How do I take Security Awareness training again (SAT) or review the training?