



## FAQ

Use the menu below learn more.

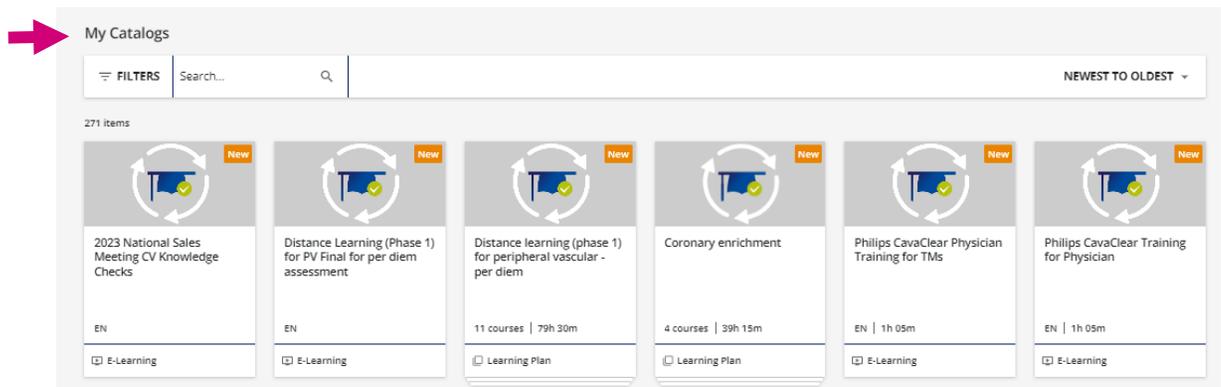
- Self-enrollment – how to self-enroll in Learning Plans and Courses
- Training records – understand where your new and old training records are housed
- My Activities - statistics, all courses enrolled and status of those courses, Learning plan history, certifications and much more
- My Team – as a direct manager, easily access high level reports for your team
- Field training channel - FST materials to use with new hires
- CEU channel - materials to use, organize and implement CEU programs in your territory with your customers.

## Self-enrollment

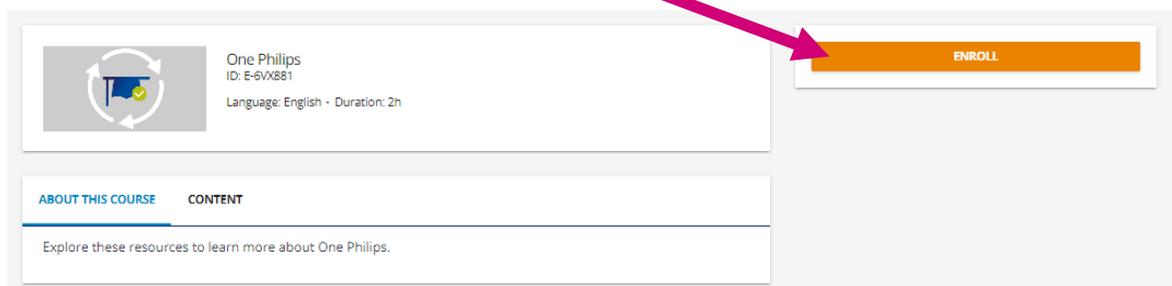
Interested in reviewing what you see in your catalog?

**Self-enroll** in the course directly from the **course catalog**.

1. On your homepage, scroll down to **My Catalogs**



2. Select the Learning plan or course you wish to enroll in by clicking on it.
3. Select the orange enroll button and enjoy learning!





## Training records

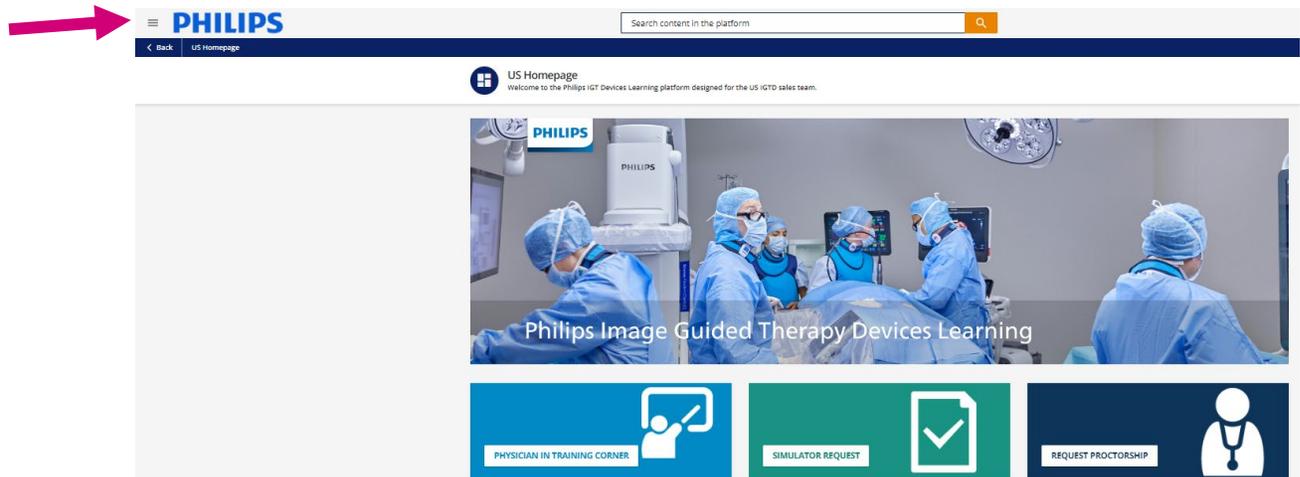
### **How can I find certificates for completion or other training records?**

All trainings accessed on Philips IGT Devices Learning (launched 1/1/23) can be accessed on your **My Activities** page. Records of training completed on the old Philips ELIITE Learning will not be shown here. They have been saved and can be accessed by emailing <mailto:support@itslogicalinteractive.com>.

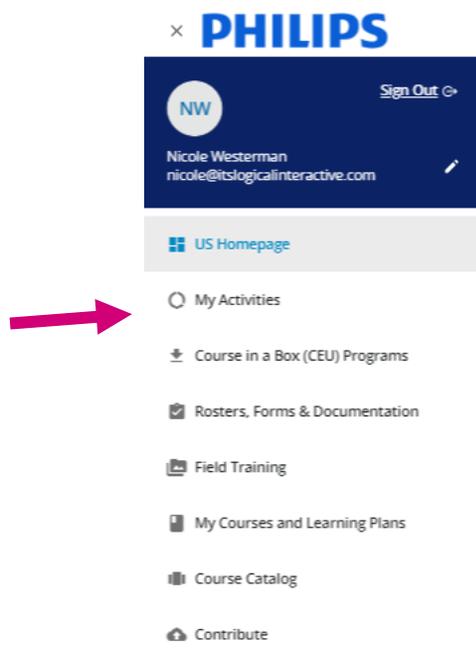
## My Activities

Check your activities such as info, statistics, course to-do lists, social and external activities from the **My Activities** page of your **main menu**.

1. From your homepage, select your menu (top left hand corner of your browser window).



2. Select the My Activities button.



3. Here you will see statistics, all courses enrolled and course status, Learning plan history, certifications and much more!

**My Activities**

- Statistics
- Additional Info
- Courses
- ILT (Instructor-Led Training)
- Learning Plans
- External Training
- Badges
- Social
- Certification
- Questions & Answers
- Sharing Activity
- Asset Ranks

**Nicole Westerman**  
nicole

Level: Superadmin  
E-mail: nicole@itlogicalinteracti...  
Groups: Field Sales Trainer

5/10/2022 9:44:19 am  
Subscription date

1/25/2023 11:44:53 am  
Last Access Date

7h 22m  
Total time

138  
Active courses

**Progress**

112 (81%) TO BEGIN  
23 (17%) IN PROGRESS  
3 (2%) COMPLETED

**See all activity within the last 12 months**

Month	Count of Training Material Access
Feb	0
Mar	0
Apr	0
May	0
Jun	10
Jul	15
Aug	10
Sep	5
Oct	10
Nov	35
Dec	15
Jan	10

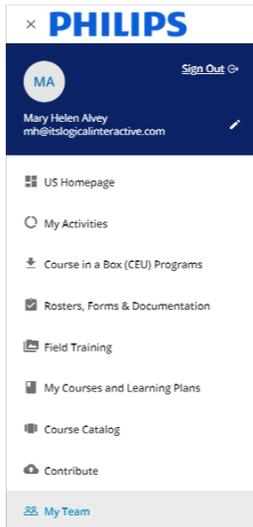
To print a course or learning plan certificate, select the ribbon icon.

PHIVENCERT Principles of Aseptic Technique Principles of Aseptic Technique **COMPLETED** 1/12/2023 1/12/2023 0s 0.00

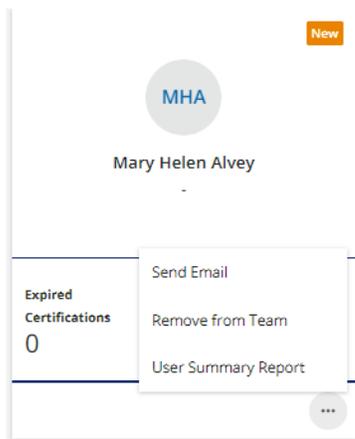


## My Team

Review your team's progress on training; My Team is accessible in the User Menu (top left of Philips log).



Select the ... on the bottom right of a learner's card to see a User Summary Report.



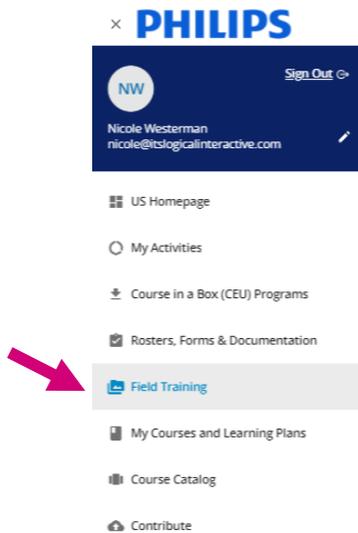
## Field Training

This page contains the FST materials to use with new hires.

1. Using your menu, top left hand corner of your browser



select the Field Training tab.

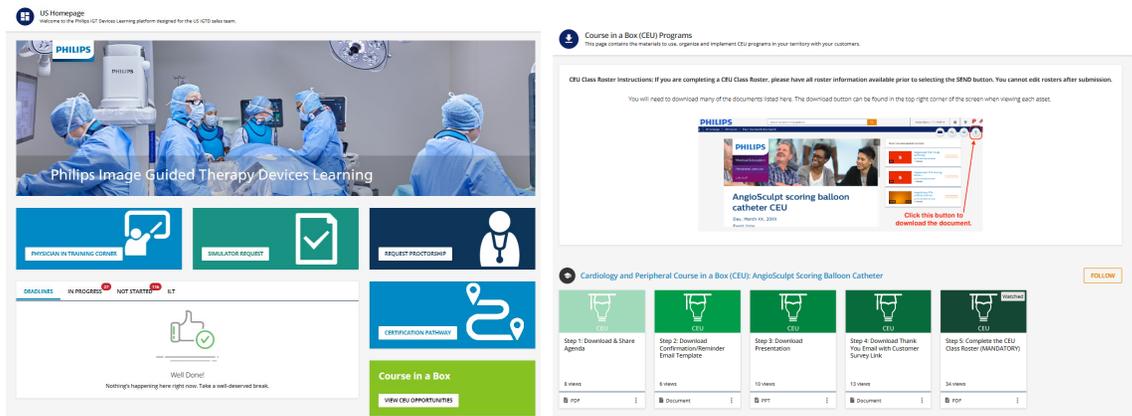


2. Here you can review resources available to you to support new hires in their learning pathway.



## Course in a Box – CEUs

Course in a box is located on your homepage and contains the materials to use, organize and implement CEU programs in your territory with your customers.



Step 5 of each CEU program has detailed instructions to track completion.

