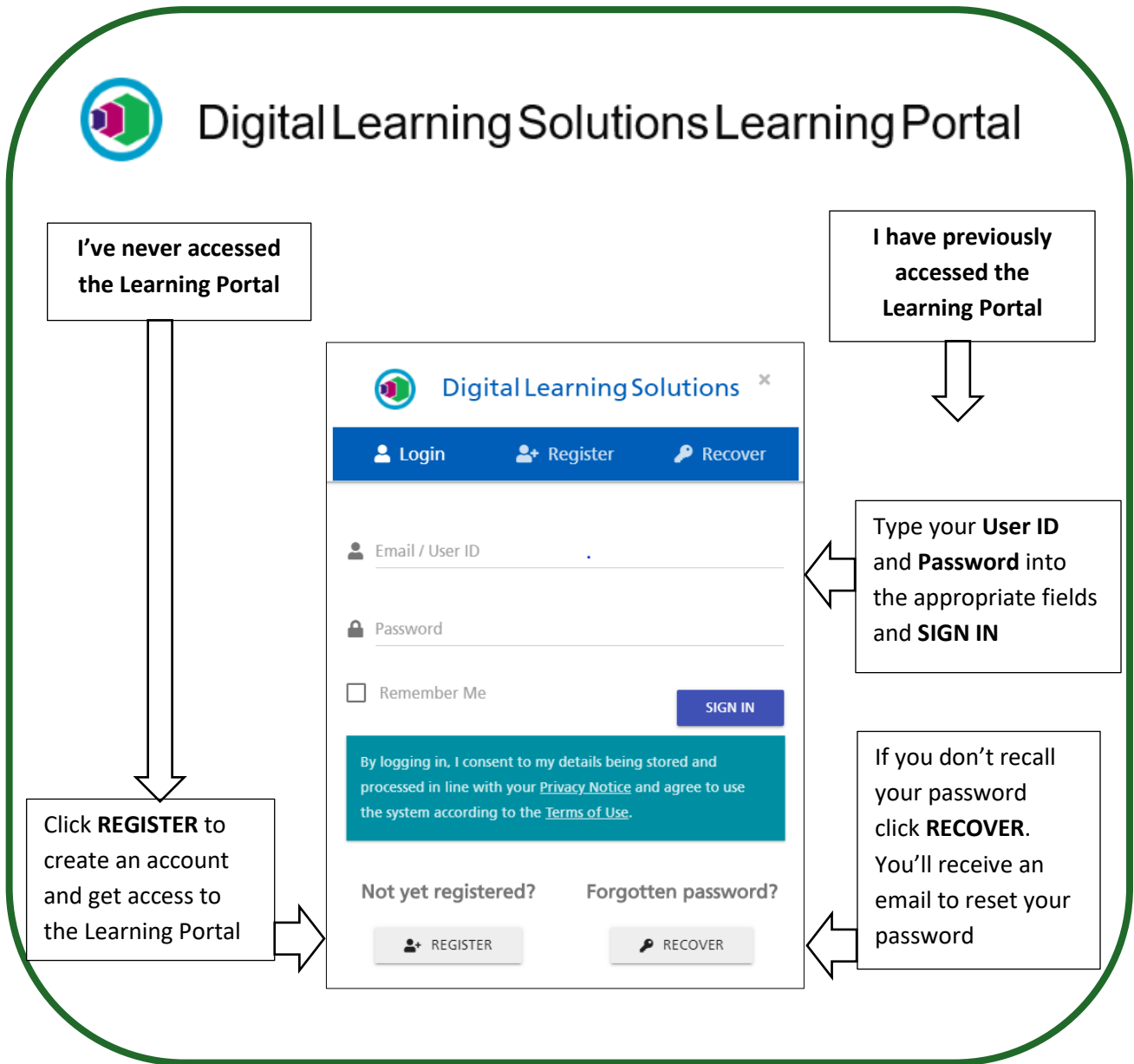




Welcome to the Learning Portal - the quick and easy way to access your IT skills courses, enrol on new courses and keep track of your achievements...

To access the Learning Portal, go to:
<https://www.dls.nhs.uk/home?action=login&app=lp¢reid=173>

1



2



Application Selector

From **MY DELEGATE DETAILS** you can update your registration information, manage your password and subscribe to email notifications

3

Application Selector

Learning Portal

Web Site

MY DELEGATE DETAILS

SIGN OUT

Delegate ID: HM734

Visit the DLS Web Site

Click here to access your **Learning Portal** and start learning

SIGN OUT
of your
account

NHS Digital Learning Solutions Learning Portal

Current activities Completed activities Available activities Switch application Help Log out

You have reached the **Welcome** page of your Learning Portal, from here you can: -

- See your **Current activities** – *courses you have enrolled on and started*
- Navigate to your **Completed activities** – *your completed courses and certificates*
- Enrol on **Available activities** – *the courses your centre has made available to enrol on*
- **Switch application** – *to return to the Application Selector*
- Get **Help** – *search system help*
- **Log out** – *leave your Learning Portal*

4



Let's explore the Learning Portal...

Current activities

From the **Current activities** tab you can see any courses you are currently enrolled on. You can launch your course from here. If you've no current activities, you can navigate to **Available activities**.

My Current Activities

Need Help? Call a trainer on 123456

Need help? Contact your local centre

Looking for something? Use the **Search** and **Sort by** options

Sort by:

[+ Excel 365 for the Workplace - Full Certificate Course](#)

Launch course

Launch course here to start learning

To see more information about your course, click the expand button

[+ Excel 365 for the Workplace - Full Certificate Course](#)

[- Excel 365 for the Workplace - Full Certificate Course](#)

Diagnostic assessment | Learning content | Learning assessment and certification

Enrolled

Last access

Complete by

29/10/2020

29/10/2020

-

Edit

Passed Sections

0/6

Remove course

Launch course

Caution: If you **Remove course** all current progress will be lost

Plan your learning, click the **Edit** button to add a complete by date.



Completed activities

From the **Completed activities** tab you can see your achievements, evaluate the courses and print your certificates.

My Completed Activities

Need Help? Call a trainer on 123456

Sort by:

Completed Date

Ascending

Looking for something? Use the **Search** and **Sort by** options

Launch course to recap here

[+ Excel 365 for the Workplace - Full Certificate Course](#)

Launch course

Certificate

Access your **Certificate** here

Evaluate

You'll need to **Evaluate** the course before the certificate button becomes available

To see more information about your completed course, click the expand button

[+ Excel 365 for the Workplace - Full Certificate Course](#)

[- Excel 365 for the Workplace - Full Certificate Course](#)

Diagnostic assessment Learning content Learning assessment and certification

Enrolled	Last access	Completed	Evaluated
20/08/2019	26/05/2020	20/08/2019	20/08/2019

Diagnostic Score	Passed Sections
100	6/6

Launch course

Certificate



Available activities

From the **Available activities** tab you can enrol onto courses

Looking for something?
 Use the **Search** and **Sort by** options

Available Activities

Need Help? Call a trainer on 123456

Search

Sort by: Activity Name Descending

- + [Word for the Workplace - Full Certificate Course](#)
-
- + [Twitter - Full Certificate Course](#)
-

Enrol on a course here

To see more information about the course, click the expand button

+ [Twitter - Full Certificate Course](#)

- [Twitter - Full Certificate Course](#)

Diagnostic assessment Learning content Learning assessment and certification

Brand	Category	Topic
IT Skills Pathway	Digital Workplace	Social Media



Switch application

Return to the **Application Selector**

Application Selector

From **MY DELEGATE DETAILS** you can update your registration information, manage your password and subscribe to email notifications

Application Selector

Learning Portal

Web Site

MY DELEGATE DETAILS

SIGN OUT

Centre## Delegate ID: HM734

Return to your Learning Portal

SIGN OUT
of your
account

Visit the DLS
Web Site

Help

Visit the Learning Portal comprehensive **Help**

Contents Index Search Learning Portal Help

Learning Portal

- Logging In
- Accessing the Learning Portal
- Managing your Delegate Details and Changing F
- Current Courses
- The Learning Menu
- Completed Courses
- Available Courses
- Knowledge Bank

Learning Portal

The Learning Portal provides you with access to all of your

- the courses on which you are currently enrolled
- courses you have completed including certificates
- courses that are available for you to enrol on
- a searchable Knowledge Bank, giving quick access to



Log out

When you're finished learning you can exit your Learning Portal from **Log out** and return to the DLS Web Site.



Need Help?

Contact your local Training / Learning and Development Team

itt@bhamcommunity.nhs.uk