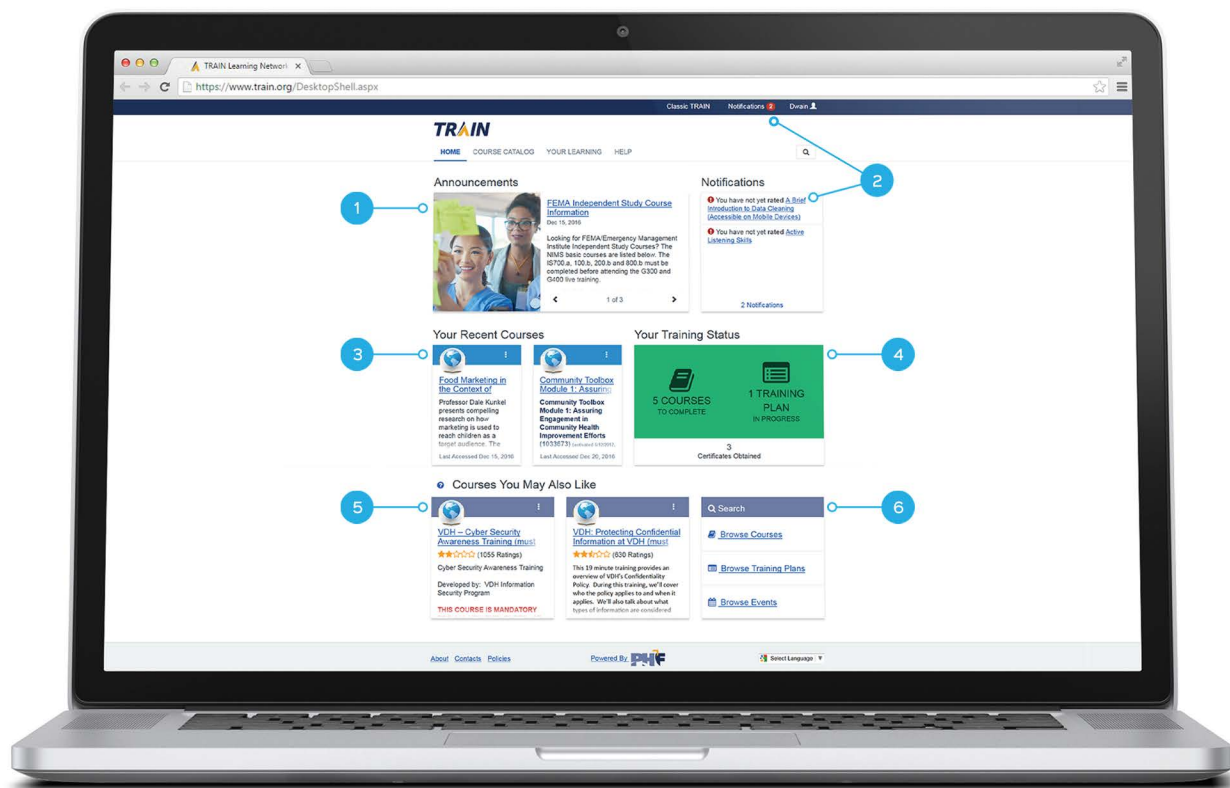


# The TRAIN Homepage

The TRAIN homepage is the workbench where you can manage your learning. You can use its tile features to read announcements, view your notifications, quickly access your recent courses, view your training status, conveniently access certificates that you've obtained, explore suggested courses you may like, and quickly search for courses. Let's have a look at the various components that make up the TRAIN homepage.



## 1. Announcements

- ▶ When the homepage is first loaded, the most recent item will be displayed on the Announcements tile by default. Announcement items in the rotator will switch when you click the right or left arrow on the tile to view each entry.

## 2. Notifications

- ▶ Notifications appear to inform you if your profile is incomplete, if you have an unfinished assessment and/or evaluation, or if you have not yet rated a course. If you have no notifications, this tile will not appear.

## 3. Your Recent Courses

- ▶ This tile will show one or two of your most recently accessed courses. If you have not accessed any courses yet, this tile will not appear. The action (⋮) menu allows you to directly interact with the course, and the options available are based on the course type and your current course status.

## 4. Your Training Status

- ▶ This tile displays the number of courses you have to complete along with your training plan (if one has been assigned to you by an administrator or you have chosen to take a training plan). You may also see the number of certificates you've earned and download them by clicking the 'Certificates Obtained' link underneath this tile. If you just created an account, course and certificates obtained information will not appear for your profile.

## 5. Courses You May Also Like

- ▶ Two courses will be shown here based on the top two courses from all course records that have the most registrations by all users in your same 'state' group and are active and visible to your profile. The action menu (⋮) allows you to directly interact with the course, and the options available are based on the course type and your current course status.

## 6. Search Options

- ▶ Under the 'Search' tile, you may click the links to browse courses, browse training plans, or browse events.