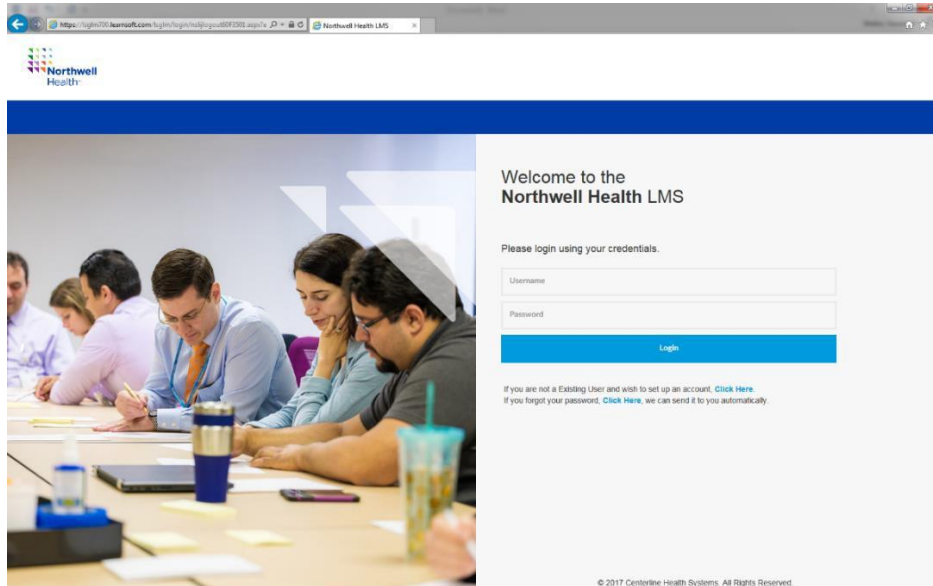


iLearn Guest Access and Enrollment Instructions

***** IF YOU ARE PRESENTLY A NORTHWELL EMPLOYEE PLEASE USE YOUR EXISTING NORTHWELL ACCOUNT AND REGISTER FOR THE FOLLOWING BUNDLE *****

****If you have already created an iLearn account from last year/semester, please continue to use the same account****

1. Log into iLearn with the User Name and Password you created.



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2. Click on the Search tab.

The screenshot shows the iLearn User Dashboard. The 'Search' tab in the navigation menu is highlighted with a red box. The dashboard displays various statistics: Upcoming Courses (0 Online / 0 Classroom), Completed Courses (0 Online / 0 Classroom / 0 Others), Past Due (0), Certifications (0 Due Soon / 0 Overdue), Hours in Training (0 Online / 0 Classroom), Total Credits (0 Hours / 0 Units / 0 Others), Incomplete Evaluations (0), and Printable Certificates (0). A green thumbs-up icon and the text 'You are up to date!' are visible. A calendar for June 2018 is shown on the right. At the bottom, there is a 'My Task' section with a dropdown menu set to 'Courses' and an 'Actions' button.

3. Select Certification, type Nursing Student in the Search field then click Search. The Nursing Student/Faculty Educational Requirement Certification will be listed on the right of your screen. Click on Details.

The screenshot shows the search results page. The 'Criteria' section on the left has 'Certification' selected (1) and 'Nursing Student' entered in the search field (2). The 'Search' button is highlighted (3). The 'Result' section on the right shows a search result for 'Nursing Student/Faculty Educational Requirements' (4), with a 'Details' button highlighted (5). The result details include: Type: Certification - Duration: 365, Description: 0 0 0.

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- Click Select All (once you hover over the blue box, you will see the words select all) and then click Enroll. You will then be enrolled into the 10 modules below.

The screenshot displays the 'Certification Details' interface for 'Nursing Student/Faculty Educational Requirements'. At the top right, there are two numbered steps: '1' points to a blue box labeled 'Select All', and '2' points to a red box labeled 'Enroll Self'. Below this is an 'Authorizer:' field. The main content area lists ten courses, each with a 'View' button and the text ': Online'. Two of these course entries are highlighted with a light green background and a dark blue border. The courses listed are:

- Course Name : Bar Code Medication Administration (BCMA) in Sunrise (Optional)
- Course Name : How to Print Your Transcript in iLearn (Required)
- Course Name : 2021 Nursing Student/Faculty Educational Module (Required)
- Course Name : NYS Justice Center Webinar 2021 (Optional)
- Course Name : Guidelines for Faculty and Students in Behavioral Health 2021 (Optional)
- Course Name : Vital Signs Intake and Output in Sunrise (Optional)
- Course Name : Navigating Through Sunrise Mobile (Required)
- Course Name : M5 Teams for Zebra Shared Mobile Devices (Required)

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5. You will get a confirmation that you have been enrolled. If you have already taken the Sunrise Courses, you do not need to retake them, you will receive a red enrollment error message.

Certification Details

Please select all the required certification courses!!!!

- Walker, Vaneeta R has been successfully enrolled., Course Name - Bar Code Medication Administration (BCMA) in Sunrise
- Walker, Vaneeta R has been successfully enrolled., Course Name - How to Print Your Transcript in iLearn
- Walker, Vaneeta R has been successfully enrolled., Course Name - 2021 Nursing Student/Faculty Educational Module
- Walker, Vaneeta has been successfully enrolled., Course Name - 2021 HIPAA Confidentiality Agreement
- Walker, Vaneeta has been successfully enrolled., Course Name - NYS Justice Center Webinar 2021
- Walker, Vaneeta has been successfully enrolled., Course Name - Guidelines for Faculty and Students in Behavioral Health 2021
- Walker, Vaneeta R has been successfully enrolled., Course Name - Vital Signs Intake and Output in Sunrise
- Walker, Vaneeta R has been successfully enrolled., Course Name - Coronavirus Disease 2019 - COVID-19 (SARS-CoV-2) - Nursing Students & Faculty
- Walker, Vaneeta R has been successfully enrolled., Course Name - Navigating Through Sunrise Mobile
- Walker, Vaneeta R has been successfully enrolled., Course Name - MS Teams for Zebra Shared Mobile Devices

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6. To begin your courses, click on the Overview tab. You will see the courses listed under your Task list. Click the launch icon to begin your courses. Some courses have a post test, some have an evaluation. Be sure to complete the post test/evaluation in order to be marked as complete

My Task

Displaying Courses

Course

Guidelines for Faculty and Students in Behavioral Health 2021 - Enrollment Type : More Info Certification: Nursing Student/Faculty Educational Requirements	Launch
NYS Justice Center Webinar 2021 - Enrollment Type : More Info Certification: Nursing Student/Faculty Educational Requirements	Launch
2021 HIPAA Confidentiality Agreement - Enrollment Type : More Info Certification: Nursing Student/Faculty Educational Requirements	Launch
MS Teams for Zebra Shared Mobile Devices - Enrollment Type : More Info Certification: Nursing Student/Faculty Educational Requirements	Launch
Navigating Through Sunrise Mobile - Enrollment Type : More Info Certification: Nursing Student/Faculty Educational Requirements	Launch
Vital Signs Intake and Output in Sunrise - Enrollment Type : More Info Certification: Nursing Student/Faculty Educational Requirements	Launch
Bar Code Medication Administration (BCMA) in Sunrise - Enrollment Type : More Info Certification: Nursing Student/Faculty Educational Requirements	Launch
2021 Nursing Student/Faculty Educational Module - Enrollment Type : Elective(Self) More Info	Launch
How to Print Your Transcript in iLearn - Enrollment Type : More Info Certification: Nursing Student/Faculty Educational Requirements	Launch
Coronavirus Disease 2019 - COVID-19 (SARS-CoV-2) - Nursing Students & Faculty - Enrollment Type : Elective(Self) More Info	Launch