

# Learning Plans

A **Learning Plan (LP)** is a collection of courses to meet a specific training objective such as training to a new department or skill. To view an assigned LP, click on the Plan name from your Learning and Metrics home page or go to 1) My Required Learning and 2) click on the **By Plan** tab.

**1** → My Required Learning

**2** → By Plan

Go

**General information about the LP including due date and completion requirements**

Select Learning Plan from the list and press **Go** button to display all courses from Learning Plan. Then select the course and choose action for it.

**Due Date:** 9/26/2014  
**Expiration Date:** 9/26/2014  
**Completion Requirement:** All Learning Objects  
**Must Be Completed In Order:** No

Displaying records 1-4 of a total of 4.

**All the courses included in the LP and your progress towards completing them. Open the course to complete Online Course and User Define Tasks or to enroll in a class for an Instructor Led course.**

Select	Course Name	Type	Status	Progress	Required	CEU	Test	Survey	Plan Type	Order
<input type="radio"/>	Connect Quick Test	Online Course	Active	In Progress	Yes	0	✓		Traditional	0
<input type="radio"/>	SMMC Diabetes Management: Insulin Administration	Instructor Led	Active	Completed	Yes	2			Traditional	1
<input type="radio"/>	SMMC Infection Prevention	Online Course	Active	In Progress	Yes	0			Traditional	2
<input type="radio"/>	SMMC Preventing Work Related Injuries	Online Course	Active	Completed	Yes	0			Traditional	3

Buttons: Open, Drop Course, Submit Waiver Request

**If more than one plan is assigned to you, you can select a different LP by clicking on the radio button and selecting Go**

My Transcript