How to Browse the Oracle Learn Course Catalog and Enroll in a Course:

- Me My Team My Client Groups Benefits Administration Sales Payables Procurement My Enterprise Toc > QUICK ACTIONS APPS Personal Details B 俞 Document Records Identification Info Contact Info \* Family and Emergency Contacts My Organization Chart  $\odot$ My Public Info 🔒 Change Photo Share Data Access ି ଜୁଲା c +Share Personal Info
- 1. Navigate to My Learning from the "Me" tab on the Oracle home page.

2. Click on "Browse Catalog"

Learning			
		arming item title or description keywords, or the learning item nur for a learning item Browse Catalog	mber to search the learning catalog.
	4 Overdue Learning	4 Required Learning	0 Hours of Learning This Year
	Current Learning View all overdas, in progres, upcoming and panding encilonents.		t to Learn and discour interesting g. Explore my community memberships.
	My Shared Learning Manage ideos and learning journeys I published, and recommendations I made.		

3. Select "Featured Learning" to see a full list of courses. Or select one of the categories to explore courses related to the topic.

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	Browse Catalog	×	
	Featured Learning		
	∑ A Highest Rated		-
earr	Environment, Health, and Safety Courses	~	0 arning Th
.cum	Human Resources & Employment Practices/Supervisory	~	uning m
	Information Technology	~	
	Oracle HCM Training	~	
	Transportation	<b>×</b>	My Le
iress, nrolln	View all my learning enrollments. Explore and discover interesting learning.		Explore

4. Selecting "Featured Learning" will bring you to the list of courses. It will default to sort by "Featured on Date". You may change this to sort by "Title" by selecting the drop down.

Browse Catalog				Search	Browse	Actions 🔻
	Featured Lea	rning				
		Featured City Driving Course	Sort Featured on Date - Most Recent F	<u>irst</u> v		
		Featured HIPAA Training Course HIPAA Training				
	IDENTITY THEF	Featured FACTA Training Course FACTA Training				e
		Featured FERPA Training Course FERPA Training				9
Featured Learr	ning					
Ci	Featured ity Driving ourse			Date - Most R ate - Most Recer		Sort
н	Featured IPAA Training ourse					***

5. Selecting a specific category will show you those courses related to the topic.

acle HCM Trair			^
Oracle HCM T	Fraining - Managers	Oracle HCM Training - Student Employees	Oracle HCM Training - Staff & Faculty
See All			
ancoartation			12
		Oracle HCM Training - Staff & Faculty	
Learning Catalo	20		~
Learning Catalo	Dg Show Filters		^
			Sort Rating - Highest to Lowest V
Search		v	
Search	Q     Show Filters       satured	v	
Search	Q Show Filters Reatured IM Module 1 - HCM Overview		Sort Rating - Highest to Lowest $\vee$
Search	Show Filters Show Filters CM Module 1 - HCM Overview urse Satured M Module 2 - HCM General I		Sort Rating - Highest to Lowest $\vee$

6. To search for a specific course by name or keyword, select "Search" in the top right corner on the "Featured Learning" page.

owse Catalog		Search Browse Actions
	Featured Learning	
	Featured City Driving Course	Sort Featured on Date - Most Recent Pirst v
		Search Browse
Search the I	earning catalog	Select Item
Enter a sear	ch term.	~
Advanced Searc	h:	
No suggestions	to display	
		***

7. Type in the name of the course or a keyword and then select "Advanced Search".

	Search
Search the learning catalog	Select
cybersecurity	~
Advanced Search:cybersecurity	
No suggestions to display	
	***
	~

8. From here, your course should appear. If you do not see it, try searching by one keyword.

cybersecurity	0	Hide Filters				
Filters	¢			Sort	Best Match	~
Expand All Collapse All						
			Featured			***
<ul> <li>Learning Item Type</li> </ul>			Cybersecurity Awareness Training			
Learning Journey		and the second se				
Course			Cybersecurity awareness training for ALL Middlebury employees			
Learning Community						
Specialization						~
Video		If you can't find the learning	g you're looking for, submit your request. Request Noncatalog Learning			
<ul> <li>Rating</li> </ul>						
4 Stars and Up						
3 Stars and Up						
2 Stars and Up						
1 Star and Up						
<ul> <li>Delivery Mode</li> </ul>						
Blended						

9. To enroll in the course, click on the title of the course.

EEPA .	Featured FERPA Training Course FERPA Training	
	Featured Road Rage (California) Course	
	Featured           Payment Card Industry Data Security Standard (PCI DSS). Overview.           Course           PCI-DSS Training	
	Featured Conducting Job Interviews Course	

10. This will bring you to the course page where you will select "Enroll" at the top of the screen.

Course Details		Actions 🔻
Stand a	Payment Card Industry Data Security Standard (PCI DSS) Overview	
		377588
Overview		
PCI-DSS Training		
Published Published 6 months ago	Expected Effort 0.25 hours	
Learning Item Number OLC176002		

 After selecting "Enroll" the course activities will become available. To start an activity, select "Launch" on the right-hand side. Once all activities are completed, the course will be marked "Complete".

Payment Card Indu	ustry Data Security Standard (PCI DSS) Overview			Actions <b>v</b>
	You are enrolled in this learning item. For details on how to complete this learning, view the Completion Status section.			
	Required Activities Completed O Enrolled By Kelsea Moulton (Kelsea Moulton)	Total Required Activities 1		
	Completion Status       Search.     Q     Show Filters       Not started.     PCL-DSS Training Required score 12     Espected Effort		View By All Activities	ę
	0.25 hours Selected Offerings		+ Add	