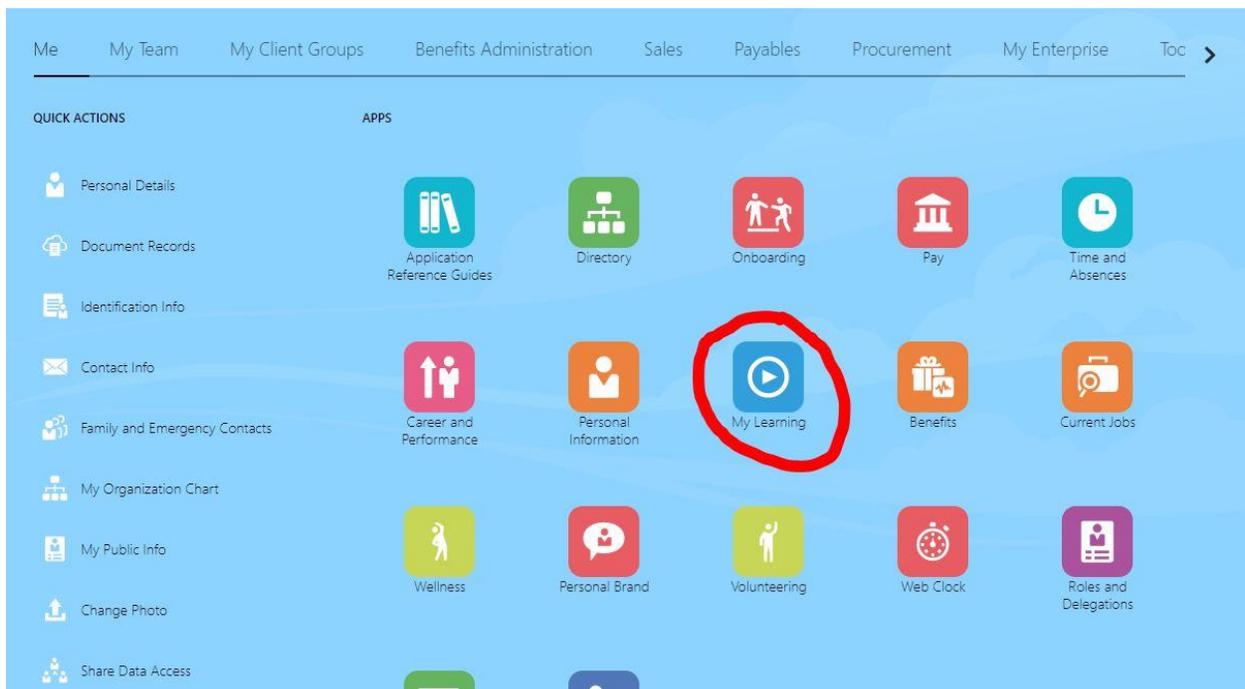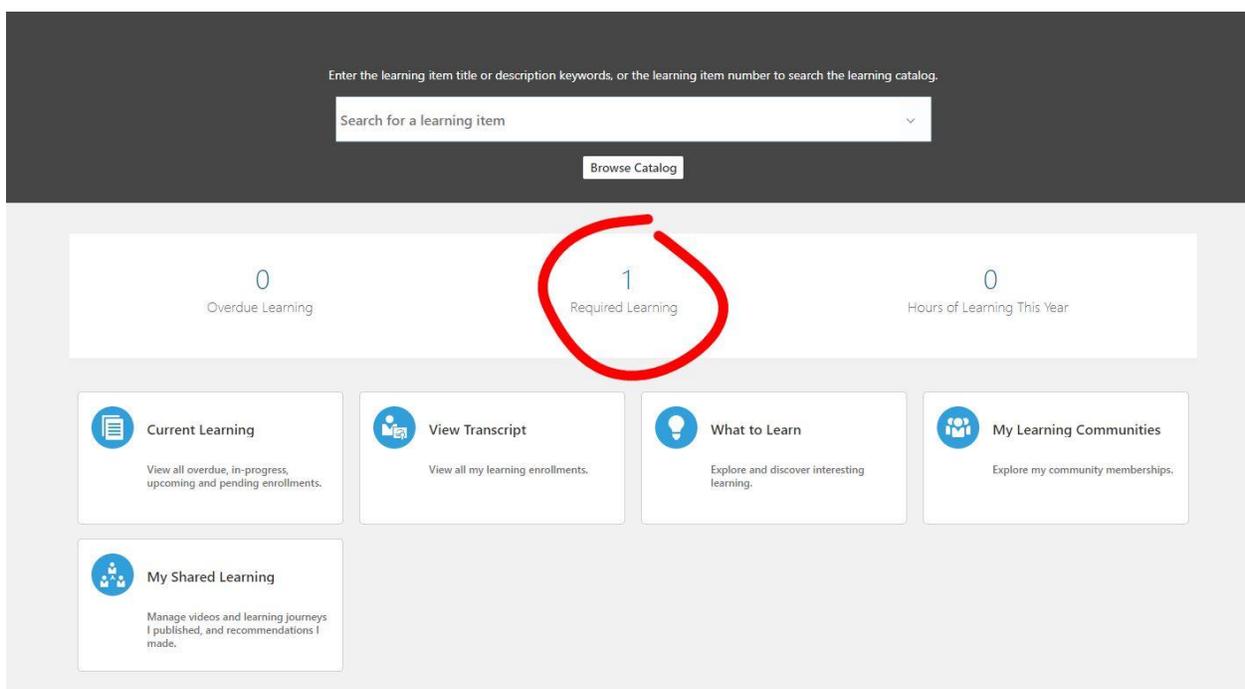## How to Complete Required Training in Oracle:

Tip: To ensure all your course progress is saved correctly, it is recommended to clear your browser cache before beginning the activities in a course.
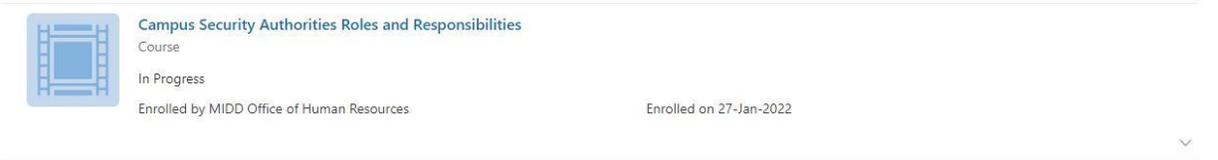
1. In Oracle, navigate to the "Me" tab and click on "My Learning".

2. Click on the number above "Required Learning".

3. Your required courses will appear here. Select the course you would like to complete.

Campus Security Authorities Roles and Responsibilities
Course
In Progress
Enrolled by MIDD Office of Human Resources   Enrolled on 27-Jan-2022

4. Select "Enroll" in the top right corner

Campus Security Authorities Roles and Responsibilities

Warning
No Offering Selected
Enroll to complete this course.   Enroll

Selected Offerings

5. Now you should see the list of activities associated with the course.
6. Select "Launch" to the right of the activity to begin. This will take you into another tab in your browser. **Please make sure you are not in a private browser and that your cookies are turned on.**
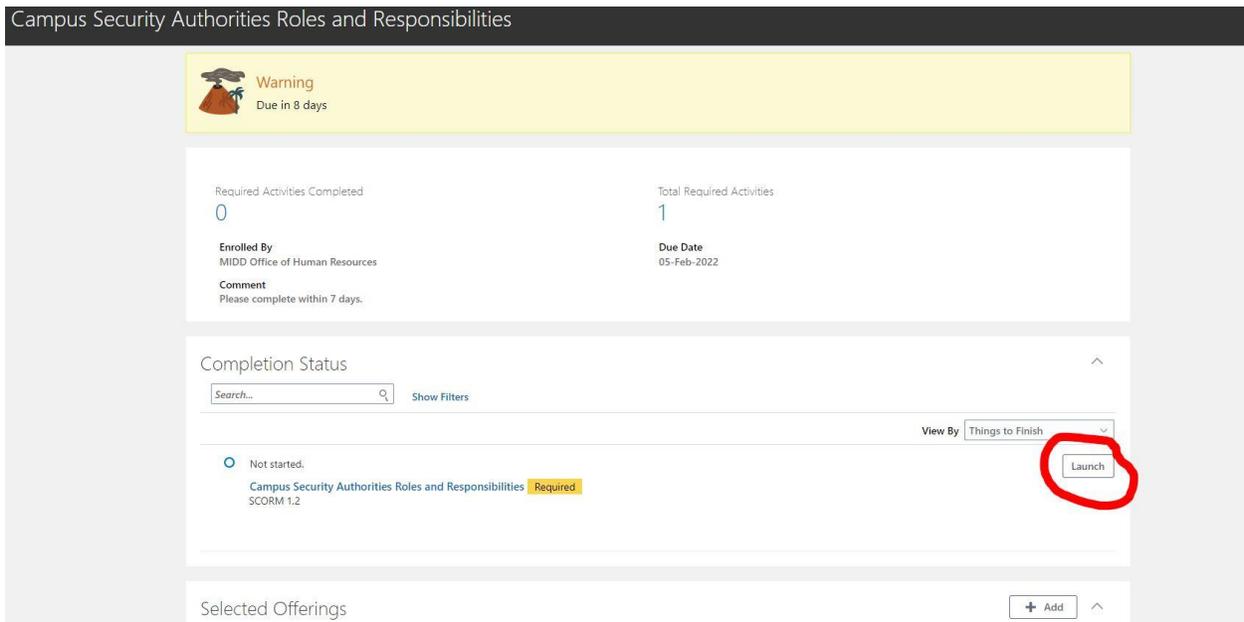
Campus Security Authorities Roles and Responsibilities

Warning
Due in 8 days

Required Activities Completed   Total Required Activities
0   1

Enrolled By   Due Date
MIDD Office of Human Resources   05-Feb-2022

Comment
Please complete within 7 days.

Completion Status

Search...   Q   Show Filters

                                                        View By Things to Finish

O   Not started.   Launch
    Campus Security Authorities Roles and Responsibilities Required
    SCORM 1.2

Selected Offerings   + Add

7. Complete each activity and select "Save and Close" in the top right corner to save your progress before exiting the tab.