How to view completed courses

\*\*\*Please note you will not be able to access and save or print a training course certificate once you close the training module be sure to do so before clicking save and close

- 1. Log into Oracle HCM
- 2. Under the "Me" tab, select "Learning"



3. Select "Clear" to remove filters



4. Completed, withdrawn, and overdue training will populate, use the sort by function to view by date

