

Launching eLearning Education

This tip sheet will aid participants in logging in and launching education from the Allina Health's Learning Management System.

Locate and Launch Education

- Step 1. Once in the LMS, on the top toolbar, click **ME**.
- Step 2. Click the **title** of the first class that is labeled a web-based training.
- Step 3. To the right of the module, click **LAUNCH**.
NOTE! If more than one module is associated with the class, the button will say VIEW SUMMARY. When clicked, you will be brought to a new page where you will click LAUNCH.)

Relaunch a Completed Module

- Step 1. In the LMS, on the top toolbar, click **ME**.
- Step 2. On the left hand navigation menu, click **Completed Learning**.
- Step 3. Click the **title** of the education you want to review.
- Step 4. Click **RE-LAUNCH**.

If you are unable to access the LMS with your user name and password, please contact Allina Health IS Service Desk @ 612-262-1900.