

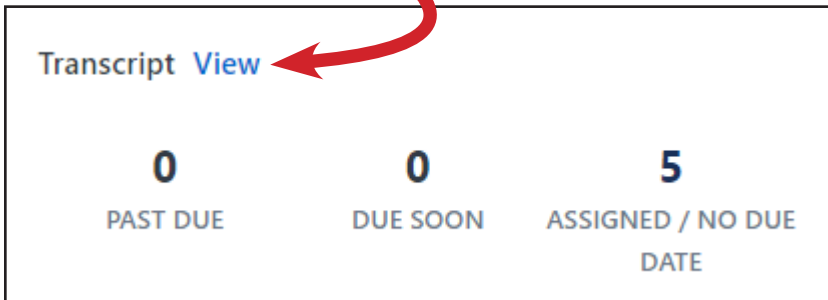
View Your Transcript

Complete a curriculum (online course), launch a live webinar, or just view your active transcript.

Hover on the **My Learning** tab and click on **View Your Transcript**.

OR

Click on **Transcript View**.

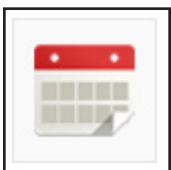


My Learning	Cor
Evaluations	
Learner Home	
Universal Profile	
View Your Transcript	

Any trainings you are registered for but have not yet completed will be found in your **active transcript**. Once you request a training, it will show up on your active transcript. It is helpful to understand the meaning of these icons that will commonly appear in your active transcript.



The image of the **stack of books** represents a curriculum (also known as an online course).

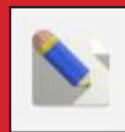


The image of the **calendar** represents a live webinar or face-to-face session.

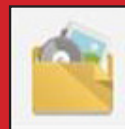


The image of a **building with 3 pillars** represents a library of technical assistance materials. No PD hours or certificates of completion are awarded for viewing the materials in the library. An example would be the PD Portal Help Videos that are available to everyone in their active transcript.

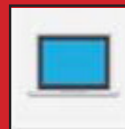
NOTE: If you open a curriculum, the icons are different but equally important.



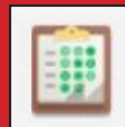
The **pencil** represents course instructions.



The **file folder** represents a material.



The **computer screen** represents the online class (also known as the video lesson).



The **clipboard** represents a test.

Most courses must be completed in the following order: course instruction, online class, test.