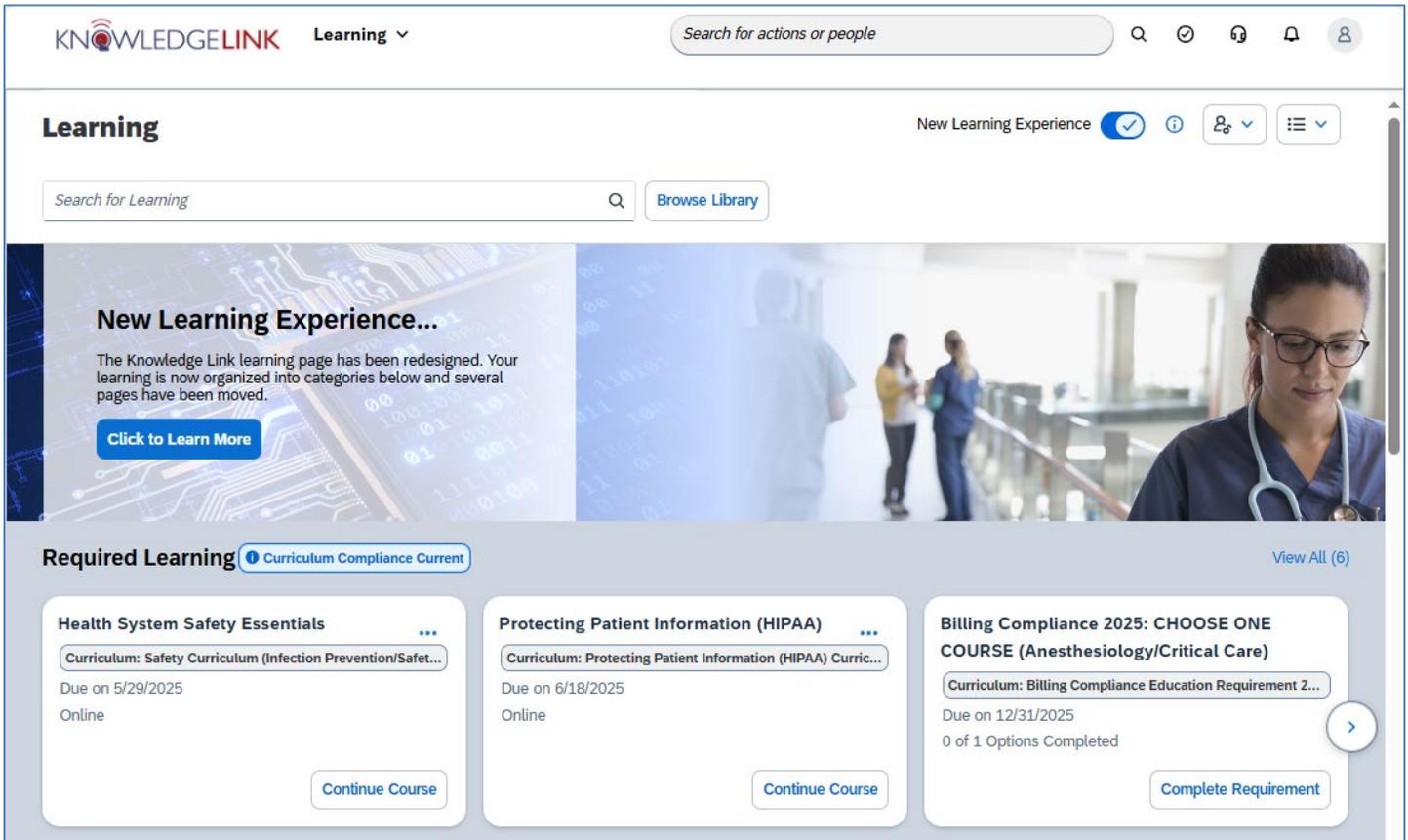




Starting May 26, your Knowledge Link learning plan will be redesigned!



Why is this Important?

You may have trouble finding courses and pages until you get used to the new design. Your courses will be rearranged into categories on your learning plan. In addition, My Team and other pages will be moved to new locations and will have a redesigned user interface.

Note: You can temporarily turn off the new design (see image below), but it will be reset periodically and will become permanent in November 2025. We strongly encourage you to get used to this new design now.



Where are my courses?

Your courses will be separated into sections. Some sections may be hidden until there is relevant content.

Required Learning contains all learning assigned as required. Warnings will appear if courses are due soon or overdue. **Please note:** *Be sure to click "View All" to see all your required learning.*

Required Learning ⚠ Curriculum Compliance Ending View All (9)

- Enterprise Schedgistration: Introduction to PennChart** 4 days overdue Online • 20m Start Course
- Health System Safety Essentials** Curriculum: Safety Curriculum (Infection Prevention/Safe...) Due on 5/29/2025 Online Continue Course
- Protecting Patient Information (HIPAA)** Curriculum: Protecting Patient Information (HIPAA) Curric... Due on 6/18/2025 Online Continue Course

Important Learning contains learning assigned to you as optional either with or without a due date. *Again, be sure to click "View All" to see all your assigned learning.*

Important Learning View All (5)

- Exporting Report Data from PennChart** 3 days overdue Online Start Course
- TEST 1-Day Instructor-Led Course** 5/1/2025 • null Instructor-Led • 8h 0m Join Virtual Session
- Advanced SQL Practice: Manage Tables** External-Course Start Course

Invest in Myself, Latest Bookmarks, Suggested for Me: These sections contain self-assigned learning, learning that you bookmark, or learning that has been recommended to you by your manager, your peers, or administrators.

Invest in Myself View All (11)

- e-STAR Employee Education** Online Continue Course
- Minimizing Bias in Focus Groups with Q-Sort Method** External-Course Continue Course
- Body Language for Leaders and Managers** External-Course Continue Course

Latest Bookmarks

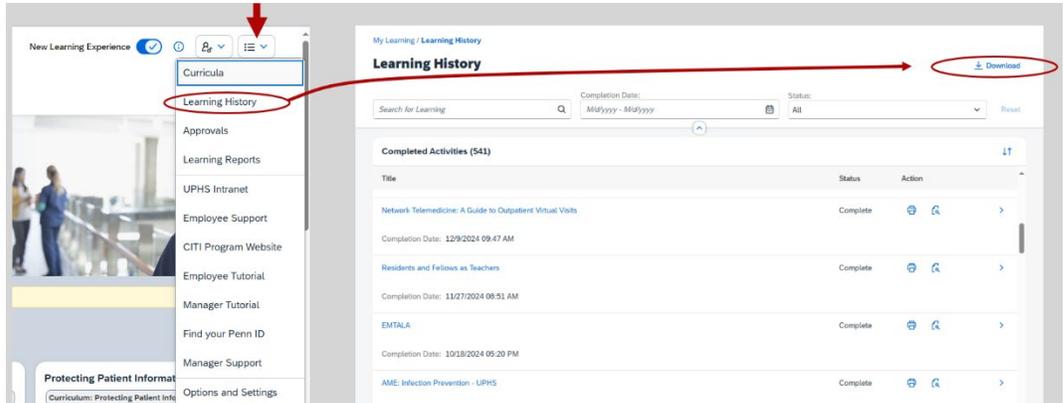
- Measuring Learning Effectiveness** External-Course
- Practical Success Metrics in Your Training Program** External-Course

Suggested for Me View All (9)

- Storytelling for Leaders** External-Course Learning team recommends
- Creating a Feedback Rich Environment: ADAPT** Online Learning team recommends
- Building Trust** External-Course Learning team recommends

Where are other pages?

Your learning history, curricula, learning reports, etc. are now available in a drop-down menu in the upper-right, as shown below. **New feature:** You can now download your own learning history to a PDF directly from the learning history page!



For Managers and Delegates, the My Team page has been renamed to “Team View” and is located as a button or drop-down menu in the upper-right (depending on your other access). See image below for each type of access and location of buttons/drop-down menu.

Managers:



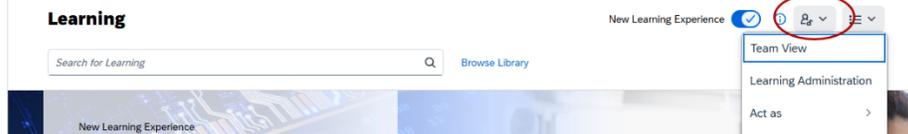
Delegates:



Learning Administrators:



Combination (drop down menu):



New feature: Managers can now send reminders to overdue employees in two clicks! A “Send a Reminder” notification will appear at the top of the manager’s learning plan.

