



SuccessFactors (SF) Learning

Access Completed Course Content

*Note

This module is intended to view past course content related to self-paced, online courses and not scheduled virtual or in-person courses.

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My Learning History

On the "My Learning" dashboard you will find an overview of your specific learning journey.

The 'History' tile will provide quick access to your learning history information.

Click "View All" to view the 'Completed Work' page.

**Note: Your 'My Learning Dashboard' will be tailored to your specific role and learning journey.*

The screenshot shows the Texas State My Learning dashboard. The top navigation bar includes the Texas State logo and a 'Learning' dropdown menu. The main content area is divided into several sections: a 'Featured' section with a star icon and a red '4' badge; a 'History' section with a circular arrow icon and a red '0' badge, which is highlighted with a yellow border and contains the text 'recently added' and a blue 'View All' link; a 'Find Learning' section with a search bar and a 'Go' button; an 'Explore more...' section with a link to 'ODC Course Calendar'; and a 'My Curricula' section with a pie chart showing 'Due in 30 days (2)' and 'Due Later (3)'. A large 'History' tile is overlaid on the dashboard, also highlighted with a yellow border, containing the same circular arrow icon, red '0' badge, and 'View All' link. The dashboard also features a 'A Message for You...' section, a 'Sort By Date | Priority Filter' section, and a 'Preventing Harassment and Discrimination (EEO & Title IX)' course card with a 'CONTINUE COURSE' button.

Completed Work

After clicking "View All," navigate to the 'Completed Work' page.

This page provides access to:

- Past courses completed
- Time & Date of completion
- Print course certificate(s)
- Review past course content

Click on "Review Content" to view past course content.

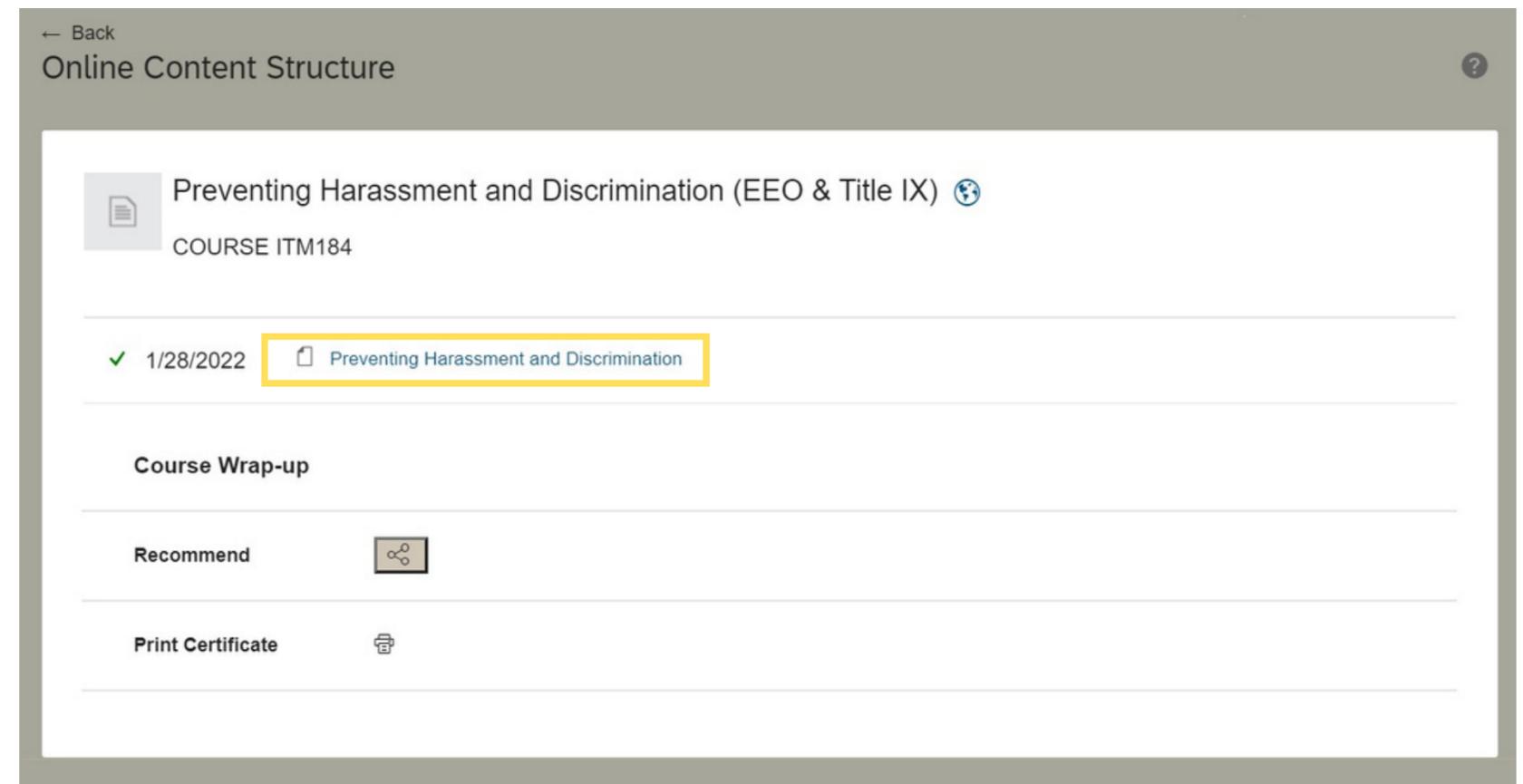
The screenshot shows a mobile application interface for 'Completed Work'. At the top, there is a 'Back' button and a 'Completed Work' title. Below this is a 'Show Completions:' dropdown menu set to 'All'. A table lists completed courses with columns for 'Completion Date * ↓', 'Title', and 'Complete' status. A modal window is open over the first row, displaying details for 'Preventing Harassment and Discrimination (EEO & Title IX)', including a grade of 100 and completion date of 1/28/2022 10:12 AM. The modal contains three buttons: 'View Details', 'Print Certificate', and 'Review Content', with the 'Review Content' button highlighted by a yellow border.

Completion Date * ↓	Title	Complete
1/28/2022 10:12 AM	Preventing Harassment and Discrimination (EEO & Title IX)	
1/24/2022 04:09 PM	Preventing Harassment and Discrimination (EEO & Title IX)	
12/20/2021 10:24 AM	Social Media and Your Job	Complete
12/20/2021 10:00 AM	Tools for an Ethical Workplace (Ethics and Compliance)	Complete

Online Content Structure

After clicking "Review Content," navigate to the 'Online Content Structure' page.

On the Online Content Structure page, you will be able to click the content's title to relaunch the previously taken course.



**SEE YOU ON
SF LEARNING!**





Thank You

For more information, please contact Organizational Development & Communications (ODC).



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