



Welcome to NetLearning, the online application that is used to deliver training to employees and students. The student interface is called “myNetlearning.” Please refer to the information below to help you in accessing and completing training through Netlearning.

Accessing myNetlearning:

You can access myNetlearning through the following links...

www.stlukescollege.edu Click on current students then click on Netlearning

OR

<https://lms.netlearning.com/mynetlearning/ihsstlukesc>

Logging into myNetlearning

**Change login type to Social Security Number and enter your Social Security Number to log in
YOU DO NOT NEED TO ENTER A PASSWORD**

HealthcareSource
myNetLearning™

A normal preventive maintenance will be conducted Sunday, January 17th from 5pm to 10pm eastern time. We appreciate your patience during this time.
Our browser support policy is changing.
[Learn more...](#)

UnityPoint Health - St. Luke's Sioux City

Login Type Employee ID ▾

***** *

Login ➔

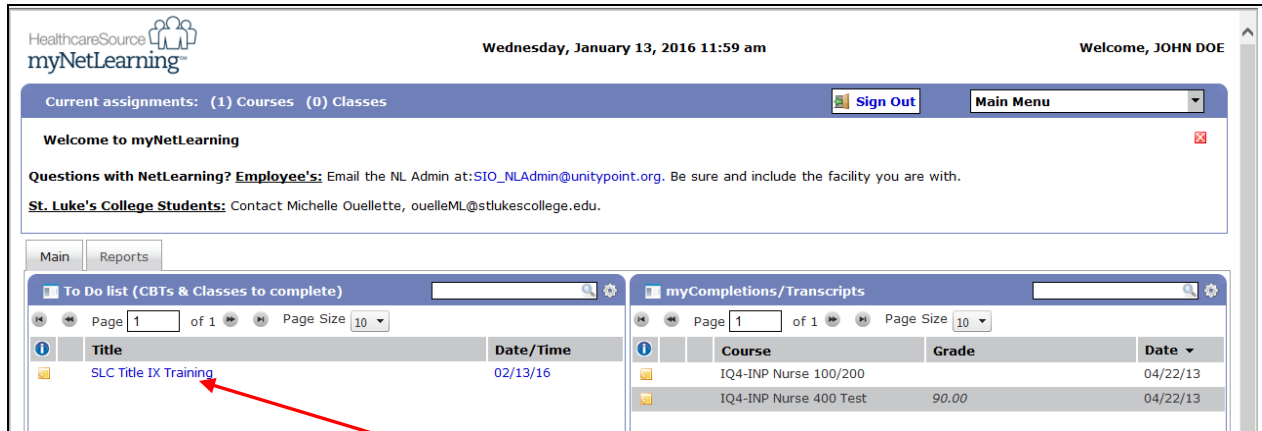
Questions with Net Learning? Employee's: Email the NL Admin at: SIO_NLAdmin@unitypoint.org Be sure and include the facility you are with.

St. Luke's College Students: Contact Michelle Ouellette, ouelleML@stlukescollege.edu.

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Quality Health. Quality Care.
Version 8.4.15.0

Launching a CBL (Computer Based Learning) Course

1. On your To Do list (CBT's and Classes to Complete), click on the title of the online CBL course you want to take.



HealthcareSource myNetLearning

Wednesday, January 13, 2016 11:59 am

Welcome, JOHN DOE

Current assignments: (1) Courses (0) Classes

Sign Out Main Menu

Welcome to myNetLearning

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Main Reports

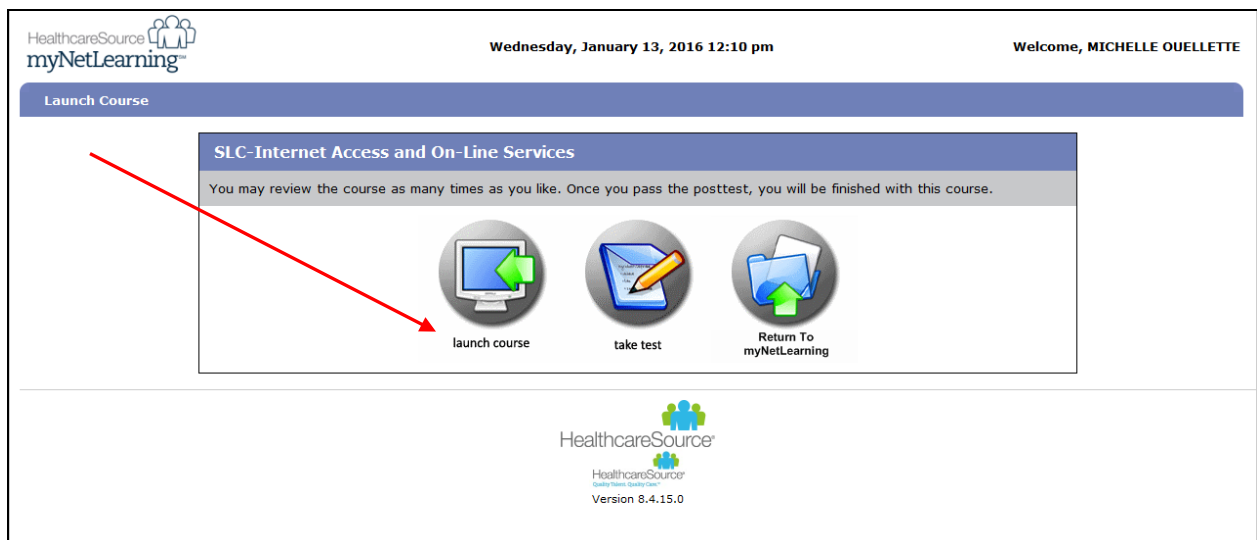
To Do list (CBTs & Classes to complete)

Title	Date/Time
SLC Title IX Training	02/13/16

myCompletions/Transcripts

Course	Grade	Date
IQ4-INP Nurse 100/200		04/22/13
IQ4-INP Nurse 400 Test	90.00	04/22/13

2. Select the **Launch Course** option to view the course content. (some modules may also have a take test option)



HealthcareSource myNetLearning

Wednesday, January 13, 2016 12:10 pm

Welcome, MICHELLE OUELLETTE

Launch Course

SLC-Internet Access and On-Line Services

You may review the course as many times as you like. Once you pass the posttest, you will be finished with this course.

launch course take test Return To myNetLearning

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3. Scroll through the content using the arrow buttons, page numbers, or other navigation controls.
4. After viewing the module content, if the module includes a test, Click the **Take Test** option located at the top of your screen on the last page.



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bookmark take test exit course

Taking a Test

1. Once you click **Take Test**, read any information provided to you on the screen, then select **Click here to proceed**.

The screenshot shows the myNetLearning interface. At the top left is the logo for HealthcareSource myNetLearning. The date and time are Wednesday, January 13, 2016 12:20 pm. The user is identified as Michelle Ouellette. The main heading is "Test Introduction". Below this is a box titled "SLC-Internet Access and On-Line Services". Inside this box, it says "You are about to take a Test for the course listed above" and "This module is used to acknowledge receipt of, and compliance with, UnityPoint Health's Internet Access and On-Line Services Policy 1 IS 2". A red box highlights the "Click here to proceed" button. Below it is a "Click here to cancel" button. Further down, it states "Average time to complete: 1 minutes" and "Suggested time to complete: 0 minutes". The HealthcareSource logo and version number (8.4.15.0) are at the bottom.

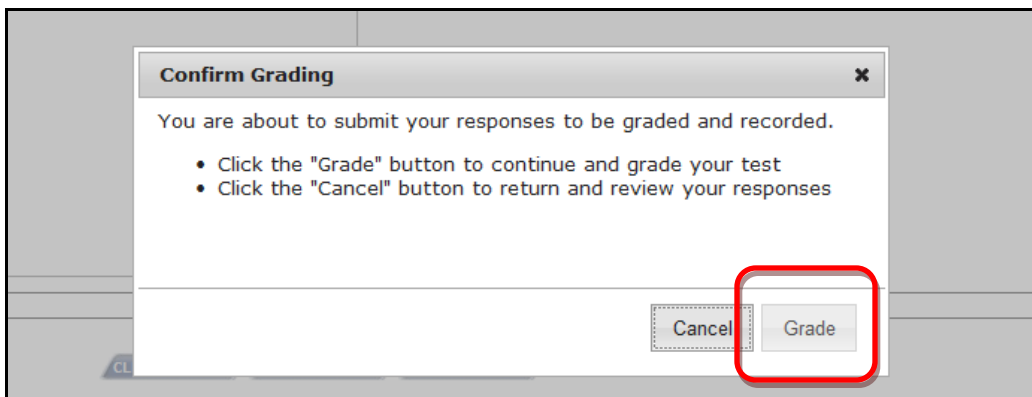
2. Click the radio button next to the answer choice you want to select and click the green forward arrow to get to the next question.

The screenshot shows a test question interface. The question is "Which is an area over which diversity issues may arise?". There are four radio button options: "diagnosis", "location of hospital", "medical provider", and "religious beliefs". The "religious beliefs" option is selected. Below the question is a navigation bar with a green left arrow, a dropdown menu showing "Question 3 (Not Answered)", a green right arrow (circled in red), and buttons for "CLEAR ANSWER", "GRADE TEST", and "EXIT TEST". At the bottom, a progress bar shows "2 / 7 Complete" and "29%".

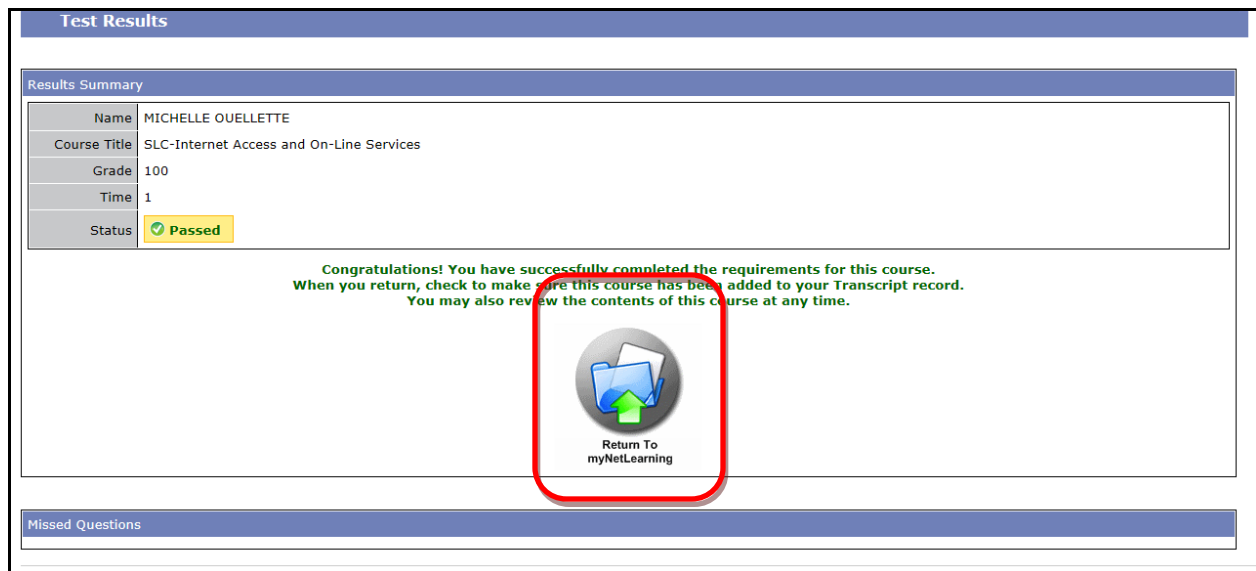
3. When you have completed the entire test, select **Grade Test**.

The screenshot shows a test question interface. The question is "Which of the following explains what it means to value diversity in the workplace?". There are four radio button options: "having a firm understanding of and respect for differences", "ignoring that diversity is present", "recognizing that others are different", and "tolerating the differences in others". The "having a firm understanding of and respect for differences" option is selected. Below the question is a navigation bar with a green left arrow, a dropdown menu showing "Question 7 (Not Answered)", a "CLEAR ANSWER" button, a "GRADE TEST" button (circled in red), and an "EXIT TEST" button. At the bottom, a progress bar shows "6 / 7 Complete" and "86%".

4. Click **Grade** to confirm that you want the system to submit your test for grading



5. On this screen, you will find out the results of your test.



- If you do not pass, you can click **Return to my records** and find that this course is still on your *To Do* list.
- If you passed, you can click **Return to my records** and find your completion in your completions widget or by running a transcript report.
- Make sure that you click to grade your exam. If you do not 'grade' your answers, it will not record the module as completed, and you will need to retake the module.
- After completing a module, please verify that it is listed under myCompletions/Transcripts to make sure that the completion of the module has been recorded.
- Once a module is listed under myCompletions, if you want to launch the content again without taking the test, click on the course title.
- Please contact Micky Ouellette if you have any questions.

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