



Learn HSC

Questions & Answers

Starting November 5, 2018, The University of North Texas Health Science Center will transition to a new Learning Management System (LMS) called Learn HSC. This new platform is powered by Bridge by Instructure, a sister product to our Canvas curriculum management product. Learn HSC is robust and easy-to-use and will replace WeComply and Compliance Platform.

WHY LEARN HSC?

Adopting Learn HSC offers many benefits including:

- A central hub for compliance training
- Clean modern interface for easy navigation
- Utilize Lynda.com to enhance your coaching
- Register for live training events
- Track completion status of your training
- Tools to create custom training experience for Learners

GETTING STARTED

Q. How do I access Learn HSC?

To access Learn HSC, click <u>here</u> and sign in using your EUID and computer password. If the link does not work, try copying and pasting the following URL in to your internet browser: https://learnhsc.bridgeapp.com

Q. Who can I speak with to get support on my Learn HSC account?

Please contact the Institutional Compliance team at Compliance@unthsc.edu.

LEARN HSC FEATURES

Q What resources are available for navigating Learn HSC?

As a UNTHSC learner, a course called **Learn HSC: Overview for Learners** has been assigned to you as an optional course to complete under My Learning (Home Page). This 5-minute tutorial will show you features that are available to you as a learner. The remainder of this FAQ will provide guidance on certain features.

Q. Did my records from WeComply transfer over?

There was an initial migration of records; Any compliance training courses, completed in 2018 will be exempt for the remainder of this year. All other required courses will be assigned and available starting **November 5**th, **2018**.

Q. How long will the old system, WeComply, be up?

WeComply will be offline effective November 5th. We strongly encourage you to now take courses or programs in the new UNT Learn HSC platform.

Q. Are we graded on these courses?



For some courses, you will be required to meet a certain percentage to pass a course or program. Courses with set passing scores will have a disclaimer in the course introduction.

Q. Are there new courses?

Courses specific to compliance have been revamped through the purchase of new content from Everfi's course Library. The Learning Library and Lynda.com will always contain a series of courses that you may elect to take. Once you 'join' that course, it will appear in the Added by you section of your learning library. If you have not selected any elective courses, you will not see the "Added by you" header.

Q. Are the courses from WeComply the same as the ones in the Learn HSC?

No. With the exception of three essential courses, all content that is specific to compliance have been revamped through the purchase of new content from Everfi's course library.

Q. Do I have to re-take courses if I already took them in the current WeComply?

No. However, please be aware that we do update the content in courses and programs from time to time.

Q. Is the new Learn HSC mobile friendly?

Yes. Access to Learn HSC is available to all devices. Due to the nature of how some of the courses were developed, it is encouraged to use a desktop computer or laptop in order to have the best learning experience.

Q. Do I have to complete an entire course or program in one sitting or will the system record my progress?

The system will record your progress—even if you're in the middle of a course. When you go back in to continue the course you will be taken to point in the course where you left off. Therefore, Learners, don't have to re-do any work they've already done.

Q. Can I review content even if I've already completed the course or program?

Yes, simply click on the course to review the content.

Q. Is the new LMS and the training within it ADA accessible?

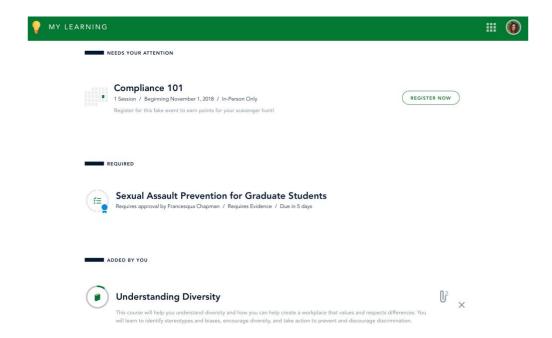
Details regarding ADA accessibility for Bridge LMS can be viewed here: Accessibility.

Details regarding ADA accessibility for Everfi training can be viewed here: <u>Accessibility.</u>

Q. Is Learn HSC replacing Canvas?

No! Learn HSC will be specifically used for compliance training requirements and professional development courses.

MY LEARNING PAGE



Q. What does the "Next Up" section mean?

As courses are assigned to each Learner, the "Next Up" section contains the Programs and individual Course content that have been added to each Learner's account for review.

As each of these modules are completed those courses or programs (groupings of courses) will move out of this section and moved into the "Completed" category below.

Q. What does the circle to the left of a program mean?

The circle will show you the different courses that are part of that program, so you have a visual of your progress. At any time during a course, you may leave, which will put a marker of filled segments for the portions of the program you have already completed.

Q. What is a program?

A program is a series of courses where each course must be taken in the order they are created.

Q. What is a course?

A course is an individual module of learning. Learn HSC breaks up the learning opportunities into bite sized pieces to accommodate a Learner's busy schedule, and her/his learning pace..

Q. Do courses within a program have to be taken in order?

It depends on how the program was created.



Q. What programs does Learn HSC have?

Learn HSC currently have the following programs but will eventually expand as the Institution moves towards integrating their courses into robust programs:

- · New Employee Onboarding Training
- · Students Onboarding Training
- Medicare Compliance for Healthcare Professionals

Q. What does the check mark next to a course mean?

The check mark means the course has been completed.

Q. What does the ribbon/certificate symbol next to a course mean?

This symbol indicates that a course or program has a certificate and a completion pin that accompanies it.

Q. What does a paperclip icon to the right of a course mean?

This symbol indicates that there is an attachment associated with that course or program.

Q. Why do some Learners have a "Next Up" section and I don't?

It is possible that in a given period, you are not assigned a course or program to attend or you have already completed those programs or courses. Courses or programs that the office of Institutional Compliance adds that are required for completion will appear in the "Next Up" section.

Q. The courses and programs say, "Added by You." Is that correct?

Yes, we want you to drive your own success by utilizing the Learning Library and Lynda.com. Both tools provide more than 6,000 courses that you can take to impact your skill development and coaching.

Q. What is the "Optional" section?

These are courses each learner can choose to take from the Learning Library. You will see the Optional section appear only after you have selected elective courses from the Learning Library.

Q. Can I delete courses listed under the "Optional" section?

Yes, simply click on the X on the right-hand side of the course name. You will then be asked if you'd like to remove the course.

Q. Can I delete a program or course from the Learning Library after I'm in the course?

It depends on the course or program. For any course or program within the Learning Library you may choose to delete once you are in it. Deleting a course will remove the course from the Optional section in My Learning.



5 Personal Finance Tips

Remove Course

CANCEL

REMOVE

You will not be able to remove or "Delete" a course or program that is listed under the Next Up section in My Learning.

MY PROFILE PAGE

Q. How do I update my profile?

Simply click on the circle in the upper right-hand corner of the web page. There you can click edit and upload a picture or take a selfie.

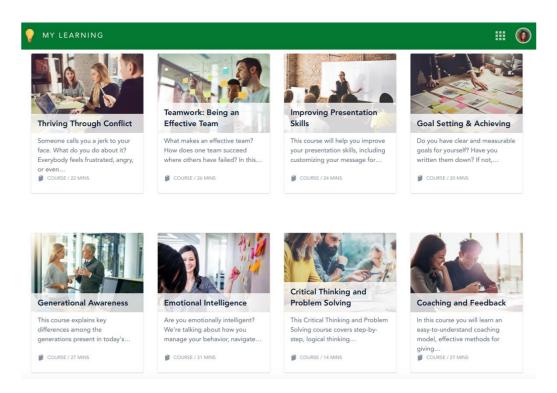




Q. What does the color of my profile circle mean?

The color doesn't mean anything in particular. The color for each name is chosen at random. The color can be changed when you either take a selfie or upload a picture.

LEARNING LIBRARY PAGE



Q. What is the Learning Library? How do I use it?

The Learning Library contains self-directed learning content that can assist you with improving a wide variety of skills. Content in the Learning Library do not have a due date. Certificates are granted after completing a learning item.



For Managers and Above

Q. What reports can I run?

The Office of Institutional Compliance is working to make manager relationship features available soon. In the near future, Managers will be able to utilize a dashboard that will allow them to see their team's progress on training within Learn HSC. Managers will also have the option to send personalized announcements to employees using Learn HSC. Until then, please send all requests for reports to Compliance at compliance@unthsc.edu.

Q. Are there any auto generated reports that will be sent out to me?

All managers will receive a biweekly completion report of anyone from their team that has completed a course. You will also see the course(s) that each person completed.

Q. As a manager, what is the process for assigning departmental training?

To assign department training, contact Compliance at compliance@unthsc.edu and the team will process your request. In the near future, managers will be able to assign departmental trainings in Learn HSC.