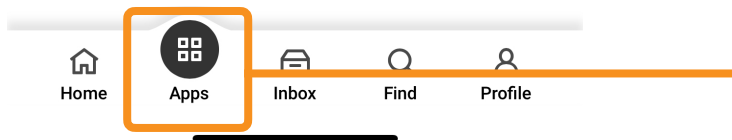
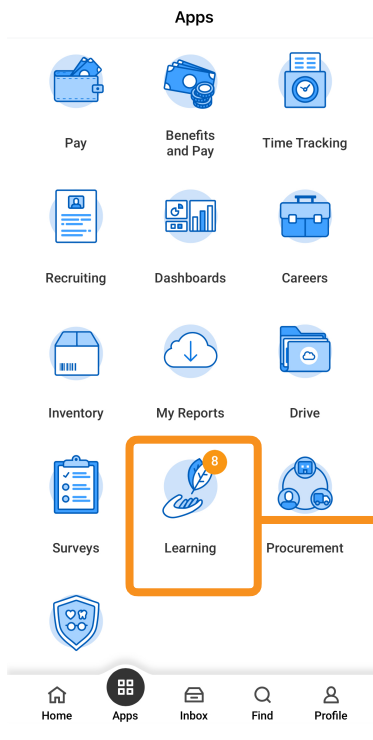


Workday Mobile Learning Management System

Open the Learning App



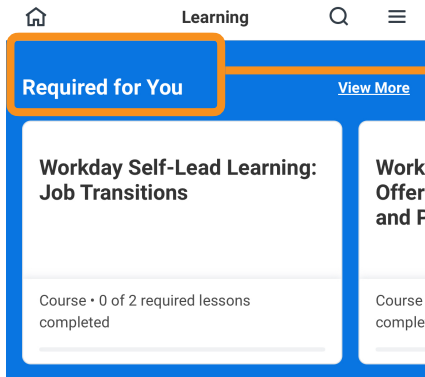
1. Open the **Apps** page from the Navigation Ribbon in Workday Mobile



2. Choose **Learning**

Learning Navigation

Learning Home



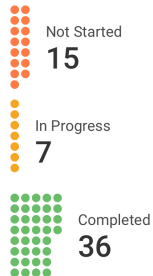
Required for You

- Courses that have been assigned and marked mandatory.
- Use **View More** or swipe right to see more



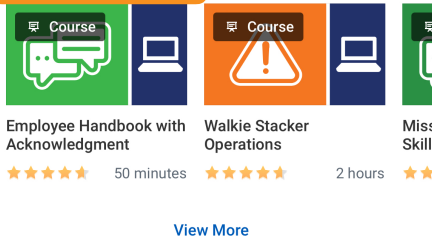
Progress

- At a glance view of progress in courses



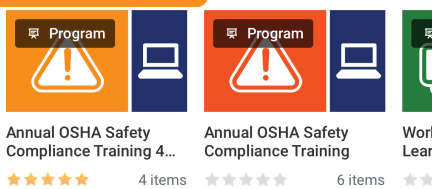
Recommended for You

- Suggested courses based on those previously taken or based on your role
- Use **View More** to see more recommendations



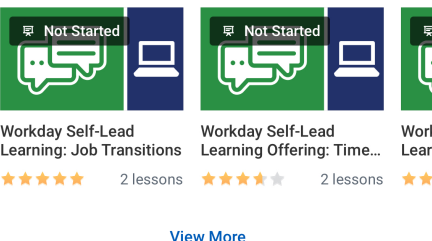
Recently Added

- Courses that have recently been published
- May or may not be relevant to you

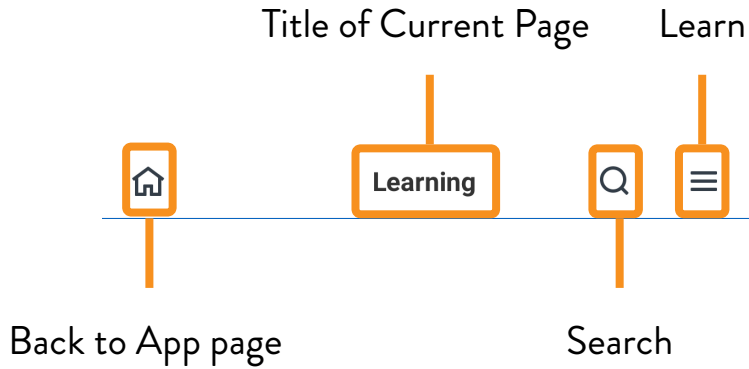


Continue Learning

- Pick up where you left off in your learning journey
- Use **View More** to see the rest of your in-progress courses



Navigation



Search

Search

Results (148)

- Completed Active Shooter 15 minutes
- Program Annual OSHA Safety Compliance Training 6 items
- Program Annual OSHA Safety Compliance Training 4 Courses 4 items
- Completed Annual Safety Course 2022 15 minutes
- Course Asset Protection Agent Test 33 minutes
- Not Started Asset Protection AP Webinar 1 hour

Filter

- Tap on the filter
- Tap inside the box to turn the filter on
- Tap on the return arrow to go back to the Results



Learn



Learn

Preferences

Browse Learning

Drop Learning Enrollment

My Library

Progress

In Progress

Not Started

Learning History

Waitlisted

Required

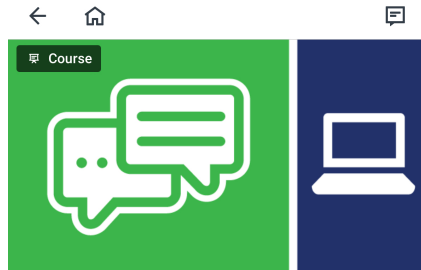
My Transcript

Learn

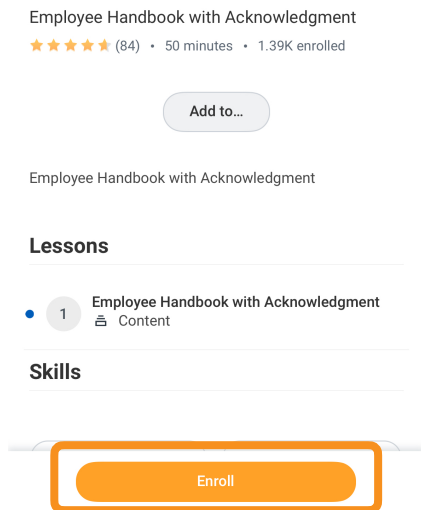
- Tap on the category you'd like to explore
- Follow any prompts or add any information as needed
- Use the Return arrow to go back to the previous page ←
- Use the Home icon to return to the App page 🏠

Learning Courses

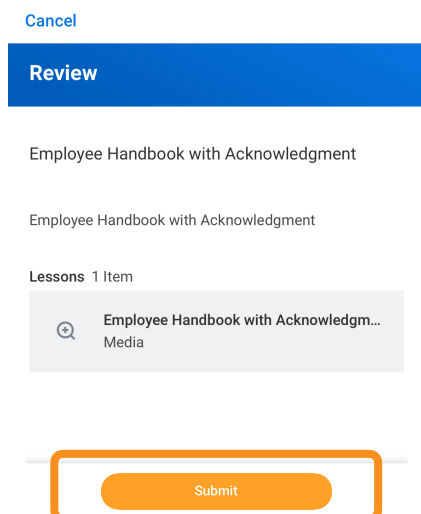
Enrolling in Courses



1. Find the course you'd like to enroll

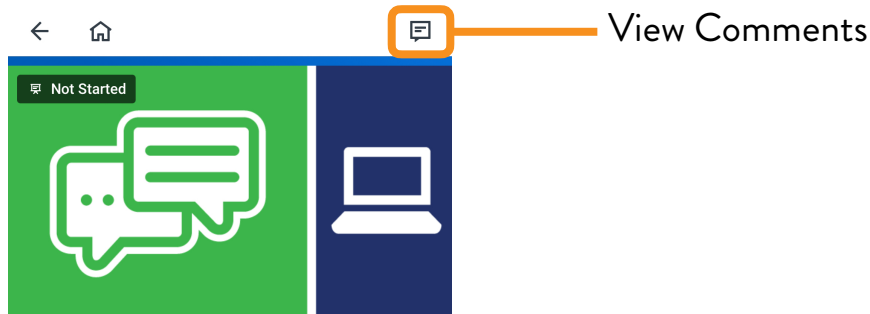


2. Tap **Enroll**



3. Tap **Submit**

Starting Courses



Employee Handbook with Acknowledgment

★★★★★ (84) • 50 minutes • 1.39K enrolled

Add to...

Employee Handbook with Acknowledgment

Lessons

- 1 Employee Handbook with Acknowledgment
Content

Skills

Drop

Begin

← Home

Lesson 1

Launch Content

Launching content will take you out of Workday.

Employee Handbook with Acknowledgment

1.3K views

Lessons

- 1 Employee Handbook with Acknowledgment
Content

View Course

1. Tap **Begin**

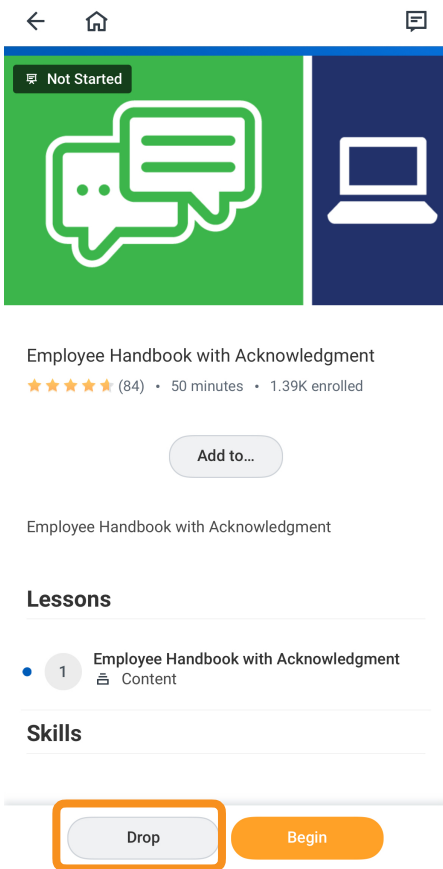
2. Tap **Launch Content**

3. Follow navigation prompts to complete the course content.

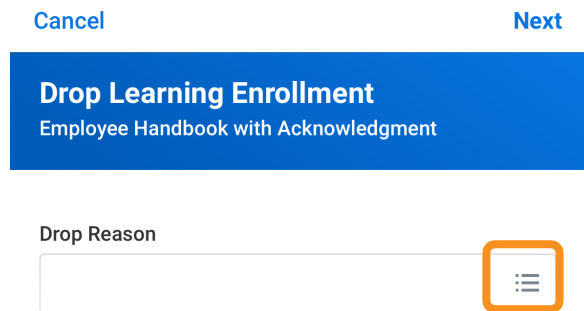
Dropping Courses

If you enrolled in a course by accident you are no longer able to complete it (even if you've already started), you are able to drop the course.

Exception: *You cannot drop the course if it was assigned to you as mandatory*

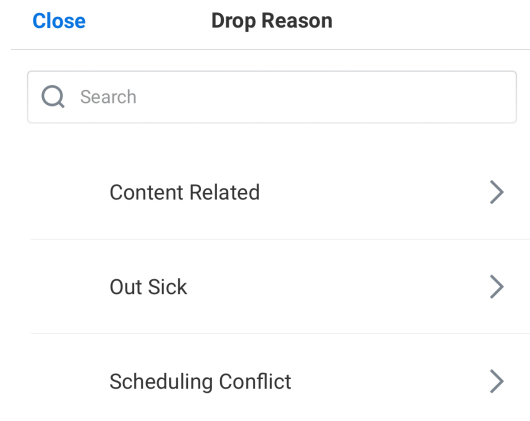


1. Tap **Drop** from the course page



2. Tap drop down icon to choose the **Drop Reason**

3. Tap on your **Drop Reason** and follow any remaining prompts



Cancel

Drop Learning Enrollment

Are you sure you want to drop the following content?

Employee Handbook with Acknowledgment

Employee Handbook with Acknowledgment

Drop Reason

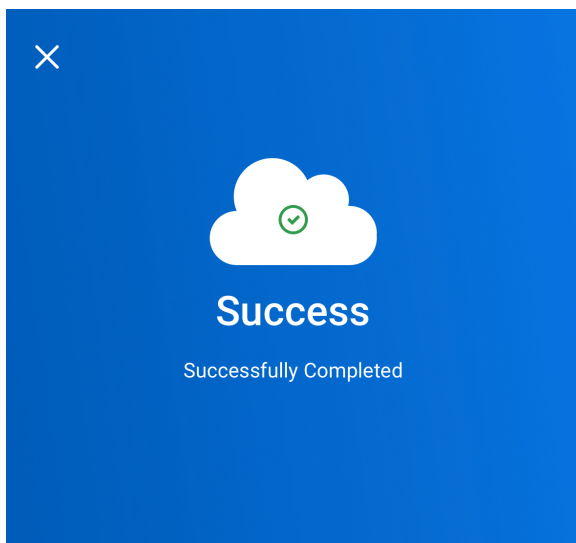
Content Related > Course Did Not Meet My Needs

Submission Comments



Comment

Submit



4. Tap **Submit**

5. Success - you dropped the course!