




## The Information on My Learning Page

My Learning							
Customize   Find   View All    First <input type="text" value="1-15 of 86"/> Last							
Title	Type	Start Date	Status	Action Date		Launch	
<a href="#">Writing Effective Email</a>	Catalog Item		Planned	10/08/08	<a href="#">Enroll</a>		
<a href="#">Manage Learning Request</a>	No Preference		Requested	05/23/09	<a href="#">Modify</a>		
<a href="#">Traveling for Stanford</a>	Web (self-paced)		Completed	02/19/09		<a href="#">Launch</a>	
<a href="#">DOT: Shipping Biological Goods or Dry Ice</a>	Web (self-paced)		Completed	10/10/00			
<a href="#">STARS Enrollment Administrator Training</a>	Web (self-paced)		Completed	03/21/08		<a href="#">Launch</a>	
<a href="#">Sexual Harassment Prevention Training for Non-Supervisory Staff</a>	<a href="#">Classroom</a>	01/08/2008	Completed	04/25/08			
<a href="#">Introduction to Stanford Finance and Research Administration</a>	<a href="#">Classroom</a>	01/15/2008	Completed	01/22/08			

**Title** – Displays the titles for all learnings history, could be activities or programs. Clicking on the title link will open the Activity Progress Page or the Program Progress Page. Learners may launch an online activity from Activity Progress page.

**Type** – Displays the type of a learning, it could be a *Certification*, a *Curriculum*, a *Web (self-paced)* activity, a *Classroom* activity, a Webinar activity, etc. Learners may launch an online activity by clicking Launch button. Some online activities are Relaunchable and some are not after completion of the online activities, depends on the setup. Clicking Classroom link will display the facility details information for a classroom.

**Start Date** – Displays the session start date for a classroom based activity.

**Status** – Displays current status for an activity or a program, it could be “Registered”, “Enrolled”, “Planned”, “Pending Approval”, “Waitlisted”, “Inprogress”, “Dropped”, “Incomplete” or “Completed”.

**Action Date** – Displays the status change date for an activity or a program. It is **not** the activity’s Start Date. STARS is tracking the status change date for all learning records.

**Action** – Displays the possible action button that a learner may take for an activity or a program. It could be “Enroll” or “Delete” for a “Planned” activity, could be “Drop” for an “Enrolled” or “In-Progress” activity, could be “Modify” for a Requested Learning, etc.

**Launch** – Displays the Launch button for an online activity, clicking the Launch button will open the Activity Progress page on which multiple launch links might be available if there are multiple learning components in the activity. Learners always go to Activity Progress Page to continue and complete the online learning activities.

Note: Click the trash can icon to delete a learning record. Learners may delete certain type of records. Learners may sort the data by any column by clicking the different column title link.