

How to launch an online activity from STARS?

Knowing STARS online activities:

- The Launch button will be displayed after learners successfully enrolled in an online activity, the Activity Progress page will be opened after learners click the **Launch** button.
- If there are multiple learning components in the enrolled activity, there will be multiple Launch links for each learning component on Activity Progress page, learners may launch the learning components one by one.
- Some activities are setup as the learning components to be “completed by order”, in that case, the rest of links will not be displayed until the previous learning components are completed.
- Clicking a launch link for a Non-AICC compliant learning component will open the online course window directly. No score need to be tracked by STARS.
- Clicking a launch link for an AICC learning component will open the STARS AICC Content Table Page which might contain multiple quiz links. STARS will start tracking learners quiz score and completion statuses once the content being launched.
- If learners have not enough time complete all learning components in the activity at one time, they could always login back to STARS and go to Activity Progress Page to continue the learning process. (My Learning -> Launch button)
- Some activities are required to be completed within a set of time period (example: 30 days from enrollment date), if learners did not complete the activity in 30 days, the system will set the activity enrollment status to “Incomplete”. STARS will send out completion reminder notifications to enrolled learners number of days (set by administrator) before the target completion date.

Steps to Launch and complete an online activity in STARS:

- (1) Login to STARS, go to My Learning page
- (2) Find the activity to launch (for example, HIPAA Advanced, **Web self-paced**)

HIPAA Advanced	Web (self-paced)	Enrolled	05/06/09	Drop	Launch
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(3) Click "Launch" button to open the Activity Progress page like below. The progress status for each learning component will be displayed on the page, the progress status for a learning component could be "Not Attempted", "In-Progress", "Incomplete" or "Completed".



(4) On the Activity Progress page, clicking the Launch link for a Non-AICC component will open the online course, however if the learning component is AICC compliant content, the AICC Content Table page will be opened (because there might be multiple quizzes in one AICC learning component, learners need to choose which quiz to take.)

Activity Syllabus		
To receive credit for this activity you must complete all required tasks.		
1	Introduction to HIPAA Course Short Name Web-based Progress: Completed	Re-Launch
2	Introduction to HIPAA QUIZ Short Name WB Test Progress: In-Progress	Re-Launch
3	HIPAA Awareness Program Evaluation Short Name Web-based Progress: Not Attempted	Launch

Note: If the progress status is not getting updated on the Activity Progress page after completing a learning component. Please click My Learning and click Launch button again to refresh the Activity Progress page, the status should be updated.

Example: “Commitment Management System (CMS) Training” UPK Training.

The activity “Commitment Management System (CMS) Training” contains one learning component called UPK Training for CMS, so there is only one Launch link for that learning component on Activity Progress Page.

Activity Progress Summary			
Progress:	In-Progress	Grade:	Not Graded
Passing Status:	Pending	Comments:	
Instructor: Patricia McCabe			
Activity Syllabus			
To receive credit for this activity you must complete all required tasks.			
1	UPK Training for CMS		Re-Launch
	Short Name Web-based		
	Progress: In-Progress		

Clicking the “Launch” link, learners will be navigated to the AICC Table of Content page like below, learners may start launching the test one by one to complete the AICC component.

Note: If there is only one test setup in an AICC learning component, STARS will still open the AICC Table of Content.

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Component Name:	UPK Training for CMS	Type:	Web Self-Paced Session
Activity:	Commitment Management System (CMS) Training	Duration:	--
Table Of Contents			
Title	Status	Score	
CMS			
CMS			
Test			
Test How to Remove Alerts	Passed	89	Re-Launch
Test How to Forecast a Salary Increase for an Employee	Not Attempted		Launch
Test How to Forecast a Potential Purchase (Soft Commitment)	Not Attempted		Launch
Test How to Forecast a Potential New Hire (Soft Commitment)	Not Attempted		Launch
Test How to Forecast a New Distribution of Effort for an Employee	Not Attempted		Launch